

Meeting Minutes: Owatonna Park Board

Date: September 10, 2018

Location: Kaplan's Woods

| Board Members | Present | Absent | Others Present, Staff | Others Present, Guests |
|---------------------------|----------------|---------------|--|--------------------------------|
| Judd Dingmann | X | | Nikki Callahan, Administrative Technician | Kevin Raney, Councilperson |
| Lee Kostelecky, Secretary | X | | Tim Truelson, Recreation Manager | Doug Voss, Councilperson |
| Nicholas Elsner | X | | Troy Klecker, Community Development Director (Parks and Recreation Interim Director) | Mayor Tom Kuntz |
| Angie Malo, Chair | X | | Jesse Wilker, Maintenance Manager | Kris Busse, City Administrator |
| Karina Garcia, Co-chair | X | | Mary Jo Knutson, Recreation Supervisor | |
| Greg Louis | | X | Eric Anderson, Recreation Manager | |

| Topic/Item | Summary of Discussion | Action |
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| Items previously disseminated | Correspondence (incoming): Minutes (unapproved): Park Permits: Event Permit: BBBS Brand Bash, OFD Chili Feed | |
| Call to Order | Meeting called to order at 4:35 p.m. | |
| Approval of Agenda | | Motion: Karina Second: Nicholas Approved |
| Approval of Minutes | August 13, 2018 | Motion: Lee Second: Judd Approved |
| Persons wishing to appear | None | |
| Park Permits | <ul style="list-style-type: none"> a. September 27 and 28 – Youth First Fundraiser b. October 1- Big Brothers Big Sisters Event at Central Park c. October 1- Pizza Party in Central Park – Federated d. October 13- Rosary Ralley for World Peace | Motion: Judd Second: Karina Approved |

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| <p>Staff Reports</p> | <p>a. 2017-2018 YTD Budget through September 10, 2018</p> <p>b. Adult Recreation Report- Numbers look like they are down but we are still taking in registrations and fees for fall softball, fall kickball, and adult volleyball. Our goal is to break even with adult programs. Tim said we always hope to gain more teams and cut expenses to gain a surplus but the goal is to at least break even.</p> <p>c. Troy Klecker- update on projects</p> <p>3 proposals have come in for the Master Plan. If anyone wants to be involved in reviewing the proposals, let Troy know. Mayor Tom asked what we asked for in the Master Plan. Troy said we needed a Master Plan to begin with and we are looking to gain grant money, review facility needs, and park needs. Mary Jo clarified that the facility needs are referring to trail facilities – not building facilities such as Senior Place and Tennis and Fitness Center. Angie asked about the deadline. The deadline was August 31. Mary Jo said it is normal to hear back from only 3. Lee asked who we sent the proposals too. There are consulting firms who specifically work in this area. Mary Jo added that most firms will qualify the requests based on need, availability and profitability.</p> <p>New golf carts have been here for 2 weeks. They are selling the old ones on MinBid and Owatonna Auction. We have sold 4 electric ones already and are currently selling 5 regular ones. Mary Jo sent flyers to area campgrounds to gain some interest. Jesse said they hope to get \$2500 per cart. Lee asked where the revenue was going from the sales. Troy stated some of the golf carts were purchased with imprelis money so some of the money should go back to the imprelis fund. The rest will go into the VRF (Vehicle Replacement Fund).</p> <p>We are in the process of approving a preliminary budget. The projects we included in the Parks and Recreation budget are: Kitchen remodel at Senior Place, Senior Place Roof, Brooktree irrigation, Re surface the in-line rink at Morehouse, River Springs Water Park slide repair, Morehouse bridge, Lake Kohlmier beach house, and Tennis and Fitness Center court resurfacing.</p> <p>Judd wanted the balance of the imprelis fund. Jesse said \$250,000.</p> <p>d. Jesse's report</p> <p>They plan to start the Lake Kohlmier project on September 17. They will be replacing the whole drive from the railroad tracks to the parking lot. There will also be work done on the retaining wall.</p> <p>They have started construction on the Lincoln tennis courts. They will be ready for use this fall.</p> | <p>Troy reviewed</p> <p>Tim reported</p> <p>Troy reported</p> <p>Jesse reported</p> |
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| | Karina-none Mayor Tom: He hears many comments about our great parks and trails in Owatonna. The Park Board and staff are doing a great job. | |
| Adjournment | Adjourned at 5:25 pm. | Motion Judd Second Nicholas |
| Next Meeting | October 8- 4:30 PM – Water Park | |