

**MINUTES
OWATONNA PARK AND RECREATION
REGULAR PARK BOARD MEETING
April 12, 2021
4:30 PM**

Members Present: Greg Posch, Angie Malo, David Christianson, Jonathan Thiel

Remote Participants:

Staff Present: Jenna Tuma: Senior Director of Parks and Recreation, Eric Anderson: Recreation Manager, Jesse Wilker: Maintenance Manager, Danielle Bakken: Recreation Supervisor, Mary Jo Knudson: Recreation Supervisor, Nikki Callahan: Administrative Technician

OPENING BUSINESS

- A. Call to order: Greg Posch called the Park and Recreation Board meeting to order at 4:30 PM. Greg Posch read the Meeting Determination issued by City Administrator Busse on March 20, 2020 requiring meetings not be held in person during the current state of emergency because of COVID-19 concerns. This meeting was a virtual TEAMS meeting accessible by calling 507-242-3225 and entering the Conference ID: 928 739 308#
- B. Roll Call: Greg Posch- Present, Angie Malo- Present, David Christianson- Present, Jonathan Douglas- Absent, Jonathan Thiel- Present

APPROVAL OF THE AGENDA

Motion by David Christianson second by Angie Malo to approve the April 12, 2021 Park Board Meeting Agenda. With a roll call vote, all members present voted aye for approval.

APPROVAL OF THE MARCH 8, 2021 MINUTES

Motion by Jonathan Thiel second by David Christianson to approve the March 8, 2021 Park Board Meeting Minutes. With a roll call vote, all members present voted aye for approval.

PERSONS WISHING TO APPEAR-

- a. None

PARK PERMITS

- a. None

OLD BUSINESS

- a. Covid-19 updates
 - 3rd-6th grade tackle football starts this week with 171 participants. Soccer starts the week of May 3 with a total of 525 participants signed up so far. Adult softball registration is complete and will start the first week of May. We have 47 teams which is up 8 teams from last year. Group Swimming Lessons re-started March 31 (prior to

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these sessions restarting it has been only private lessons). Therapeutic Rec Programs is offering in person programs. No facility changes since the last Park Board Meeting.

David Christianson wanted to know if we will be offering the Senior Softball league this year. Eric Anderson has not gotten many requests for it.

Gregory Posch wanted to know how the soccer and football numbers compared to last year. Numbers are better than last year but down compared to 2019. Football is new for spring and soccer numbers could be down due to Covid and mask requirements.

b. Project updates

i. Fire Hall Restoration

In 2017 the City had an assessment of the exterior of the Fire Hall. Per that assessment it was recommended to stabilize the east and west tower and to stop water filtration into the building and to repair the failing front lintels. This project is expected to begin April 26th with a completion to be no more than 12 weeks. We accepted the bid from Stillwater Masonry Restoration for the Fire Hall Tower Rehabilitation and Front Lintel Repair in the amount of \$179,051. Staff and Architect Adsit recommended awarding bid to Stillwater Masonry Restoration. City Council has approved this contract.

ii. We All Play

Construction started last fall with surveying, base of field completed, sewer and water lines moved, playground removed, and pads for dugouts poured. The structure of dugouts are currently being done. The building will start soon. A construction timeline has been put together by Mohs Contracting that puts a completion of the project early to mid-July. Committee is in final stages of fundraising with \$40,000 left to raise. We hope to hold a grand opening celebration in late July to show appreciation to all the people that made this project happen.

iii. Brooktree Cameras

We are putting cameras in at Brooktree is part of the Cares Act Funding. It will provide contact free play on hole #1. This will also allow the Pro Shop to see and communicate with patrons. It will allow for better security and visibility on hole # 1. All fiber has been run to connect to our server at the golf course maintenance shop. The camera and hardware have been installed. We are waiting on the proper switch to connect everything.

NEW BUSINESS

a. Lake Kohlmier Ordinance Amendment

An increased number of individuals are jumping off the fishing pier on the North side of Lake Kohlmier and then proceeding to swim in that undesignated swim

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area. Since the beach house reopened in 2019 staff regularly witness this behavior.

There is a public safety concern due to this behavior. The current ordinance only identifies designated swim areas but does not include any language regarding jumping off structures. The intent is to update the ordinance prohibiting jumping or diving off any unauthorized structure.

We are requesting a formal recommendation from the Park Board to the City Council for adopting the proposed Lake Kohlmier Ordinance Amendment to existing ordinance "91.41 Swimming Restrictions".

David Christianson was asking what the penalty is for not following this rule. Eric Anderson reported there would be a general penalty and enforcement based on the 10.99 City code of ordinance.

David Christianson made a motion to recommend the ordinance change from City Council and Jonathan Thiel seconded the motion. With a roll call vote, all members present voted aye for approval.

- b. 2021 Summer Meeting Calendar
 - i. June: Maintenance Shop
 - ii. July: River Springs Water Park
 - iii. August: Manthey Park (We All Play)
 - iv. September: Kaplan's Woods Trails
 - v. October: Propose Joint meeting with Faribault Park Board

- c. Alcohol in Central Park

Staff is seeking input from the Park Board on allowing the use of alcohol at Central Park through a Special User Permit process. Currently alcohol is not allowed at Central Park. With the completion of the downtown street scape project and the additional efforts to vitalize the park with programming and events, the no alcohol policy limits the attractions and attendance.

The issuance of an alcohol Special Use Permit will help to increase attendance and connect with a wider audience. Jenna Tuma is looking for a recommendation from Park Board to City Council.

David Christianson made a motion to recommend the use of alcohol at Central Park from City Council and Angie Malo seconded the motion. With a roll call vote, all members present voted aye for approval.

Angie Malo wanted to know if there was a specific request to make this change in the ordinance. Jenna Tuma said the request came from Kris Busse to discuss with Park Board. Mary Jo Knudson confirmed that these special requests would go through all department heads and approved by City Council.

- d. Lowe's Grant

Lowe's is celebrating their 100th birthday and is offering 10,000 each in \$100,000 Community Improvement Grants. The Owatonna store manager,

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Curtis Larson, contacted a City Council member seeking interest in a city project. Jenna Tuma along with staff is looking to enhance the Lake Kohlmier beach area playground and tables.

e. New Tennis Pro Introduction

The Tennis Pro Contract was approved by City Council at the March 16, 2021 meeting. Matt's contract started as of April 1, 2021 and is active through June 30, 2022.

Matt will be providing Jr. Lessons, Adult Programming Private Lessons, Racquet Stringing, on-order merchandise and will be helping increase the overall use of the Tennis Center. Matt's biography is included in the packet.

Jonathan Thiel wanted to know if there were any changes made to encourage the tennis pro to make a career in Owatonna. Eric said he is in the beginning stages of this career and is hoping to make a name for himself. His goal is to grow the program.

f. Social Commons/Adult Leisure Pursuits agreement with Liturgical Publications Inc

Adult Leisure Pursuits entered an agreement with LPi in May 2019 for printing the Adult Leisure Pursuits newsletters instead of printing in-house. LPi does all the printing and acquires advertisers. The agreement saves the City money in supplies, staff time and on use of equipment. There is also potential for the City to earn money from the advertisers if LPi reaches a designate sales mark.

This Service Agreement Revision would be adding E-publication to the service and would extend the agreement through October 1, 2023. This has been a good partnership over the past 2 years.

Staff recommends the approval of the Service Agreement Revision. We are requesting a formal recommendation from the Park Board to the City Council to approve the Publishing Service Agreement Revision with Liturgical Publication Inc (LPi).

David Christianson made a motion to recommend to the approval of the service agreement provision from City Council and Jonathan Thiel seconded the motion. With a roll call vote, all members present voted aye for approval.

COMMUNICATION

a. Director's Report

Operation overview – drinking fountains are restricted due to Covid. Bathrooms will be opening (weather depending) on April 15. Brooktree is also open.

New agenda and meeting format – David Christianson likes having the power point as well as having all the information prior to the meeting. Jenna Tuma confirmed we will continue this format when we meet in person as long as the Board likes the format.

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Angie Malo and David Christianson were more concerned about printing the larger packets. They would like us to save paper if possible. Jonathan Theil appreciated the memo's indicating if action is needed or if it is only informational.

Park Board member updates – We have 2 new people that are in the application process and will be sworn in at the Council meeting on May 4. They will join us for our May 10 Park Board Meeting.

Department Vision – Mary Jo Knudson is working on regional significance. We are analyzing and working towards growing our programs.

Angie Malo wanted to know if they want to talk about something if they should contact Jenna ahead of time or if she should bring it up during the Board comments. Jenna Tuma would prefer you contact her ahead of time so we can address it and get it on the agenda.

b. Staff Report

Summer Seasonal Crew is hired for maintenance. They are also working on athletic fields for soccer, lacrosse, baseball and fastpitch. The crew is also working on the Central Park Fountain. Pavilions and restrooms will start to open on April 15.

Mary Jo completed the Local Trail connections grant. The winner will be announced this summer. Adopt-a-Park & Park Clean-Up Kits are now available. So far, 6 Parks have been adopted. David Christianson wanted to know if we are going to publish the names of people who adopt the parks. Mary Jo Knudson said they will post a sign at the entrance to each park as well as publish them in the Owatonna People's Press. David Christianson wanted to know if we would consider putting it in the Steele County Times. Mary Jo Knudson said we currently put in a calendar of events. Angie Malo wanted to know if we are requiring a parent waiver/signature to do the park clean up. Jenna Tuma confirmed that we do need a parent signature.

Brooktree Club Prophet tee sheet & POS Integration is nearly complete. Gregory Posch stated he use to get a confirmation when he booked. Mary Jo Knudson said you should get a confirmation so she will double check.

Lake Kohlmier is opening May 29th. River Springs is opening June 4th. We have 23 large group rentals so far. We are still working on hiring staff. Spring swimming lessons are full.

We will be offering Earth Day activities the week of April 19. We now offer trail notifications. Sign up through our website to receive an e-mail or text for trail openings/closings.

c. Board Member Report

David Christianson – none

Jonathan Thiel- none

Angie Malo- The Borrow Box has been popular at the Sid Kinyon Courts at Lincoln and would like to see a box at more facilities. She was concerned about people using the pavilion and not cleaning up after themselves. She understands it is hard to control.

Gregory Posch - none

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d. Announcements

i. Elf In the Park

"Elf in the Park-The Great Escape" was a virtual program provided to the public during the month of December with the goal of getting families into our parks while also enhancing our social media presence. Timmy the elf escaped his home and took to the Owatonna Parks and Trails for 2.5 weeks. A photo of an elf "sighting" was posted to our Facebook page, families went out to find that location to take an "elfie" at the location and post the photo in the comments of the sighting (or email). "Elf in the Park-The Great Escape" won a MRPA Award of Excellence in the category Programming and Events.

ii. In the News

We recently had an article in the Portraits magazine. We also have weekly articles in the Owatonna People's Press on Saturday's. Once a month, we have a staff person who appears on Straight Talk. The last aired showed was on March 16.

e. Upcoming Key Dates

- i. Soccer Field Dedication- May 20 at 3:30 pm
- ii. We All Play Grand Opening- July, 2021

Adjournment:

Motion by Angie Malo second by Jonathan Thiel to adjourn the Park Board Meeting at 5:45 PM. With a roll call vote, all members present voted aye for approval.

The next board meeting will be on May 10, 2021 at the City Council Chambers.

Respectfully Submitted,
Nikki Callahan
Recording Secretary