

Meeting Minutes: Owatonna Park Board

Date: January 14, 2019

Location: Council Chambers

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Judd Dingmann	X		Nikki Callahan, Administrative Technician	
Lee Kostelecky, Secretary	X		Tim Truelson, Recreation Manager	
Nicholas Elsner	X		Troy Klecker, Community Development Director (Parks and Recreation Interim Director)	
Angie Malo, Chair	X		Jesse Wilker, Maintenance Manager	
Karina Garcia, Co-chair		X		
Greg Louis	X			
Greg Posch	X			

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): Minutes (unapproved): Park Permits: Event Permit: January 17-20 Snow Sculpture, Feb 2 – Ice Golf	
Call to Order	Meeting called to order at 4:32 PM	
Approval of Agenda		Motion: Lee Second: Greg P Approved
Approval of Minutes	December 10, 2018	Motion: Lee Second: Greg P Approved
Persons wishing to appear		
Park Permits	<ul style="list-style-type: none"> a. Winter Weekend Out- January 25-27, 2019 a. Beyond The Yellow Ribbon Ice Fishing Contest – February 16, 2019 	

<p>Staff Reports</p>	<p>a. 2017-2018 YTD Budget through December 31, 2018 We will be over budget for 2018 by \$110,000. \$96,000 of it is from the golf course. There will still be a few items submitted so these are not final numbers for 2018. Angie wants to know why we are so far off at Brooktree. We were short on revenues by about \$70,000. We are over on expense by about \$20,000. The revenues budgeted for 2018 were based on best case scenario but bad weather affects those numbers. We have adjusted 2019 revenues to be more realistic based on the impact of bad weather. Expenses went over based on changes made to staffing at the beginning of the golf season. Back up was needed at the golf course so we had more than one person knowing course maintenance. We shifted an employee over to golf from Park Maintenance that was not originally budgeted in the golf budget. That person will budgeted in golf for 2019. Lee wanted to know what we pay for the corrections workforce crew to come work at Brooktree. Jesse said they work 1 day a week is at Brooktree which costs us \$22,000 a year. Angie would like to see 2019 budget items at the next Park Board meeting. Lee would like to see condensed numbers for 2017. (3 lines for 2017, 3 lines for 2018 and 1 line for 19).</p> <p>b. Youth Recreation and Therapeutic Recreation report Tim reported youth participation was down this year due to Medford not participating in basketball, as well as soccer was high in 2017. All the Therapeutic recreation, chalet/skating, aquatics training, and special events came out of youth recreation which will be a change for 2019. For 2018 we had more expenses for the special events and more expenses with the football helmet purchase. 423 volunteer coaches came forward for 2018. This saves us about \$400,000 per year. We also had 241 sponsors which adds up to \$33,000. We also have several partnerships with associations that help with expenses.</p> <p>Therapeutic Recreation added a special rec program this year for kid’s ages 4-9 year old. Memberships and bowling numbers are up.</p> <p>Lee wanted clarification on the background checks from the police department. Tim said we do that for all the volunteer coaches. We run them once a year. We used to have to pay for them.</p> <p>Angie asked if we keep track of staff expenses and what we actually spend on each special event. Tim said we keep track to a certain extent but it is hard to judge the value of each event versus the expenses. We usually give an event 2-3 years to see if they are valuable.</p> <p>c. Tim – skating at Morehouse will open on Wednesday. They will have 2 rinks open and run holiday hours on Friday and Monday due to no school. They are looking at alternative solutions for future of grass areas to flood.</p> <p>d. Troy – Nass Property – Soccer association is doing some fundraising. They have an engineered consultant doing the drawings. They will have a neighborhood meeting in February. They plan to</p>	<p>Troy reviewed</p> <p>Tim reviewed</p> <p>Tim reported</p> <p>Troy reported</p>
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	<p>go to bid in mid- February and award it end of March. They are hoping for construction in spring of 2020. It is a 1/ 2 million dollar project. Irrigation and a parking lot is included. Lee wanted to know if there is any negative feedback from the neighbors. Troy said there was a few complaints at first but will answer more questions at the meeting in February.</p>	
Unfinished Business	<p>a. Inclusive playground, Miracle Field – They have \$215, 000 in the account and \$125,000 committed. We have the Owatonna Foundation grant in and the Delta airline grant submitted. They are working on the Twins Community Fund grant and the DNR grant. They are meeting with Bremer Foundation in February. They are looking to break ground in the spring of 2020. Angie wanted to know if the Owatonna Foundation grant needed a certain amount before committing. Tim said they usually like to see half raised before committing. Tim said they are asking for \$125,000 from them.</p> <p>b. Master Plan- We are at the public input stage now. We have a board at the front of city hall. We have an open house on January 31 from 5:30-7:30 pm with the consultant giving a presentation. All are welcome to come. They will give a status report and a few details of input they received. They are looking into summer before it is all complete.</p> <p>c. Brooktree contract update – Had discussions with Tom Vizina and all big issues have been talked about. Mark Walbran is drafting the contract. They will meet with Tom again to sign the contract then go to council in February. Lee assumes Tom is selling pro shop items and buying out what we have. Troy said he will be selling pro shop items and they are discussing the prices of the buyout of our old stuff. They are going for a 3 year contract. Angie said he is playing in a senior event in New York which will take him out for a while. Troy said he does not have to be there all the time. He will have staff. Troy said he will be hiring staff but not until the contract is signed.</p>	<p>Tim reported</p> <p>Troy reported</p> <p>Troy reported</p>
New Business	<p>a. Park Board appointments- Judd is done in April 2019. Angie is done with her 2nd term in April but can choose to stay on for 1 more 3 year term. Nikki will send a report with when your terms are up.</p>	
Board Questions/Comments	<p>Judd— Glad to hear we are looking for alternatives for outdoor skating. Judd has been on the scholarship committee for the last 9 years and is looking for a volunteer to replace him on the scholarship committee.</p> <p>Lee- none</p> <p>Angie- none</p> <p>Nicholas- apologize for being late.</p> <p>Greg L- Wanted to know what adult recreation is and how do we advertise it. Tim said this includes softball, kickball, and volleyball. We advertise with our brochure, Facebook, and website.</p> <p>Greg P -none</p>	
Adjournment	Adjourned at 5:27 pm	Motion Lee Second Judd

Next Meeting	Monday, February 11, 2019	
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