

## Meeting Minutes: Owatonna Park Board

**Date:** July 13, 2020

**Location:** City Administration, Council Chambers

Board Members	Present	Absent	Others Present, Staff	Others Present, Guests
Andi Arnold	X		Jessica Abrahams, Administrative Technician	
David Christianson	X		Jesse Wilker, Maintenance Manager	
Nicholas Elsner, Vice-Chair	X		Troy Klecker, Community Development Director/Parks and Recreation Interim Director	
Angie Malo, Secretary	X			
Jonathan Thiel	X			
Greg Posch, Chair	X			
Jonathan Douglas	X			

Topic/Item	Summary of Discussion	Action
Items previously disseminated	Correspondence (incoming): None	
Call to Order	Meeting called to order at 4:30pm	
Approval of Agenda		Motion: Angie Malo Second: Jonathan Thiel Approved
Approval of Minutes	June 8, 2020 Minutes	Motion: Andi Arnold Second: Nicholas Elsner Approved
Persons wishing to appear		
Park Permits	<ul style="list-style-type: none"> <li>a. Saturdays June through October – Farmers Market at Central Park</li> <li>b. August 8, 2020 – Good Shepherd Worship in the Park at Central Park</li> <li>c. September 14, 2020 – Sr. Place Inc. Annual Meeting at Jaycee Park</li> </ul> Angie Malo asked if the Farmers Market is currently going on. Jesse Wilker reported the Farmers Market is going on and has been for about a month.	Motion: Angie Malo Second: Jonathon Douglas Approved
Staff Reports	<ul style="list-style-type: none"> <li>a. 2019 and 2020 YTD Budget through July 9, 2020 – This has been an unprecedented year, some revenue has been lost by cancelling programs, but some expenses have been saved too. Line by line items won't end up on budget but hopefully overall the budget will be close for the year. There are some new expenses that have come up recently. The Park and Rec Department is changing to a new software in 2021. The current software, Max Galaxy will no longer be supported by our platform in the future. Staff have evaluated software and have decided CivicRec is the best option to move to. Angie Malo is concerned about changing to another software as she knows how much work it was to switch to Max Galaxy. She's also concerned about being promised features of the new software that may not be delivered. Jessica Abrahams reported CivicRec is managed by CivicPlus which is the company the City has their website through and that she attended a CivicPlus conference. At the conference she attended some CivicRec</li> </ul>	Troy Klecker Reported

	<p>sessions and was very impressed with the software and the cities using the software seemed very happy with it. Troy Klecker reported another new expense is adding cameras to some of our parks. Under surveillance signage will be added to the parks with cameras. Eventually the cameras will pay for themselves by reducing expenses associated with cleaning up graffiti and repairing vandalism. Andi Arnold stated the Steele County Drug Free Coalition would like to see cameras in Dartts and Manthey Parks and may have some funding to go towards the cameras and/or signage.</p> <p>b. Special Events – A special events report was included in the packet. The reported included special events through the year so far and approximate participation numbers. The Park and Rec Department holds a Winter Weekend Out and a Summer Weekend Out every year. The goal of these weekends is to get people out exploring our parks and trails and to give people a chance to try new activities. The format of Summer Weekend Out has been changed this year due to COVID-19. July is national parks and recreation month; activities and events are being spread out throughout the month instead of being held in one weekend. Two \$100 in Chamber Dollars are being given away as a drawing for participating in the Park and Rec Month activities. A variety of activities and challenges were offered during the COVID-19 shutdown to help keep people engaged and active. A total of 12 activities or virtual events were held during the shutdown which equaled out to be about one a week. The Trick or Treat Trail is the largest annual event. The Trick or Treat Trail is held the last Saturday in October. Businesses are invited to set up a booth along the trail and hand out candy to kids. There are also bounce houses, a petting zoo and a kiddie train ride at the event. Typically, thousands of people attend. The normal Trick or Treat Trail may not be able to be held this year but hopefully something can be done for Halloween. Special events are sponsored by local businesses, no money is used out of the budget for them. Jessica encouraged Park Board to pass along events they think would be good for us to offer as staff are always open to new ideas.</p>	<p>Jessica Abrahams Reported</p>
<p>Unfinished Business</p>	<p>a. COVID-19 Updates – Troy Klecker reported the water park is now open for open swim with a current max capacity of 100. Swimming lessons are also being offered at River Springs. Lake Kohlmier has been open since the beginning of June and rentals and concessions are up from last year. Parks and trails are open. Pavilion rentals are available; however, rentals must abide by gathering guidelines set by the Governor. Some sports programming has started. The West Hills Social Commons is still closed, and staff is remaining cautious on opening due to the high-risk population that uses the facility. Therapeutic Recreation programming is in the same category. The Tennis &amp; Fitness Center is also still closed, staff is working on getting tennis programming started. The department currently does not have a Tennis Pro, so we have been working with the Tennis Association. Troy has been using public requests to gauge the comfort level of reopening. Jesse Wilker reported drinking fountains are not open in parks with the exception of Mineral Springs fountain as there are no touch points on that fountain.</p>	<p>Troy Klecker Reported</p>

	<p>b. Peace Pole – Troy Klecker reported Shane Sattler has been working with staff regarding the peace pole. Shane met with the West Hills Commission, and a subcommittee has been formed. Andi Arnold asked what the West Hills Commission is. Troy explained it's a commission to preserve the history on the West Hills campus. Troy has reservations with the peace pole being at Central Park. Allowing a statement piece at Central Park may open it up for others to request statement pieces and it'd be hard to justify allowing one but not others. Andi Arnold asked if the park off of 26<sup>th</sup> Street and Cedar would work for placement and it could be a park where people could place statement pieces. Troy believes that park wouldn't be a good option as they would like the peace pole more visible. David Christianson asked who owns the green space by Old Town Bagels. Troy Klecker answered that the Economic Development Authority owns the space and there are plans to redevelop the space. David also asked who owns the empty lot across from the old police station. Troy reported there are plans to make that space into a parking lot. Angie Malo wanted to make it clear that at the last Park Board meeting, the board did not say they would have the peace pole in Central Park, rather they said they would consider it. There was discussion of having it at Central Park, but they did not say they would have it there. If City Council wants their input, it should go to Council first and then brought to Park Board. Angie suggested City Council creates an ordinance that determines what is allowed in parks. Council needs to determine what's acceptable and what's not acceptable in parks. Park Board would like direction from Council on statements in parks. Troy will talk to City Council on guidance.</p>	Troy Klecker Reported
	<p>c. Crossbows at Archery Park – Troy Klecker asked for recommendations from Park Board on proceeding with a meeting with the neighbors of the Archery Park to discuss allowing crossbows. Angie Malo stated the first community meeting was held at the Archery Range and the same location will allow for social distancing and should work for the meeting. Angie also mentioned she was advised we should go ahead with crossbows and not worry about neighbors; however, Angie disagrees and believes the neighbors should be involved. Troy agrees that there needs to be a discussion with the neighbors before allowing crossbows. Troy will schedule a meeting, separate from a Park Board meeting, at the Archery Park and invite the Park Board, the neighbors of the park, City Council and Mike Stockwell. Jonathan Douglas stated he would like to would like to attend, and a later meeting, after 6:30pm, would work best for him.</p>	Troy Klecker Reported
	<p>d. Remote Control Vehicle Track – Troy Klecker reported he has been communicating with the group who would like a remote-control vehicle track in one of the parks. Troy mentioned the park off 26<sup>th</sup> Street and Cedar to the group; the group wrote a proposal for the track for that location. The proposal included a more professional track than what Troy thought the group wanted so that location may not work. Troy is meeting with the lead person of the group on Friday. Troy reported the cars are not gas powered and they make very little noise. Angie asked how many people will be using the track and if they plan on holding</p>	Troy Klecker Reported

	<p>events. Troy will check when he meets with the group on Friday. The Park Board agreed that Kaplan’s Woods is not an option for the track.</p>	
New Business	<p>a. Central Park Fountain – Jesse Wilker reported there was vandalism to the Central Park fountain and the top of the fountain has been broken. Troy Klecker reported prior to the vandalism, we received a grant from the Owatonna Foundation, and we were going to do improvements to fountain. We will have to do some investigating to see what we can do now with the vandalism and making improvements to it. Andi Arnold asked if the vandalism had been publicized. She believes the community may contribute financially if they are aware of the vandalism. Troy reported the vandalism has not been publicized.</p> <p>b. August Park Board Meeting – Troy Klecker stated he is going to be gone August 10<sup>th</sup> and would like to move the August Park Board meeting to August 17<sup>th</sup>. David Christianson made a motion to move the August Park Board meeting to August 17<sup>th</sup>, Nicholas Elsner seconded the motion. All members voted aye for approval.</p>	<p>Jesse Wilker Reported</p> <p>Troy Klecker Reported</p>
Board Questions/ Comments	<p>Andi Arnold – None.</p> <p>Angie Malo – Stated she helped Eric Anderson out with the Drive-In Movie at River Springs. It was a great event and Eric did a great job with it. She would like the Park &amp; Rec staff to know that we can ask for the board’s help if we need it. And she would like the staff to feel like the board will help if we need it. Angie also encouraged everyone to get to know the City Council members, specifically their ward’s Council person. Troy Klecker stated he would like to do a strategic plan with Park Board and Park &amp; Rec staff. He’d like the board’s input on what we should be working on/towards, what we shouldn’t be focusing on, and the wants of the community. Angie mentioned using the weekly articles we put in the Owatonna People’s Press as an opportunity for Park Board members to introduce themselves and state what their purpose is so the community can understand the board’s purpose more. Angie also stated she has had many phone calls regarding the Fitness Center and the individuals she spoke to heard it was a recommendation from Park Board to repurpose the center. Angie wants to make it clear that it was not a recommendation from Park Board.</p> <p>Nicholas Elsner – None.</p> <p>Greg Posch – None.</p> <p>Jonathan Thiel – Asked if there were any updates on the new soccer fields. Troy Klecker stated we are working with the contractor to get everything done and since the contract hasn’t been fulfilled, the Park &amp; Rec crew hasn’t done any work on it yet. The house on the property has been turned over to the City and we will try to get demolished this year; the Fire Department will possibly do a fire burn on it.</p> <p>David Christianson – None.</p> <p>Jonathan Douglas – None.</p>	
Adjournment	Adjourned at 5:57pm	Motion: Andi Arnold Second: Angie Malo

		Approved
Next Meeting	Monday, August 17, 2020	