



**PARKS & RECREATION BOARD MEETING**  
**Monday, August 3, 2026 at 4:30 PM**  
**Council Chambers, City Hall at 540 West Hills Circle**

**1. Opening Business**

**2. Approval of Agenda**

**3. Approval of Last Meeting Minutes**

3.a. Park Board Minutes - July 6, 2026

**4. Persons Wishing to Appear**

4.a. The public forum is intended to afford the public an opportunity to address topics to the Park Board. The public forum will be no longer than 30 minutes in length, and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local park and recreation topics. The Park Board will only listen and not take action on public forum presentations.

**5. New Business**

5.a. Park Permits

5.a.1. August 25, 2026 Central Park, BBBS

5.a.2. September 9, 2026, Manthey Park, Birthday (still need COI)

5.a.3. September 12, 2026, Trail Morehouse to Fairgrounds, SPERO

5.b. Master Plan Review

**6. Old Business**

6.a. Park Board Goals

**7. Communication**

7.a. Park Maintenance Report

7.b. Recreation Division Report

7.c. Park Board Annual Work Plan

7.d. Regional Park Designation Update

7.e. Volunteer Opportunities

7.e.1. Downtown Thursday, August 6, Central Park, 4:30-6:30 p.m.

7.e.2. Rec on the Go and Movie at Library, August 14, 2026 1:00 p.m

7.f. Communication from Park Board Members

**8. Adjournment**



**PARKS & RECREATION BOARD MEETING MINUTES**  
**Monday, July 6, 2026, at 4:30 PM**  
**West Hills Social Commons, 500 Dunnell Dr, Owatonna, MN 55060**

**1. OPENING BUSINESS**

Call to Order at 4:47 p.m. by Jon Theil

**Members Present:** Chair, Jon Thiel, Tyler Cochran, Carter Klecker, Nancy Ness

**Members Absent:** Vice-Chair: Gina McGuire, Secretary: Sara Baird. There is one open seat on the Park Board

**Staff Present:** Eric Anderson, Mary Jo Knudson, Maureen Lyons, Sean Murphy

**Guests Present:** Leanne T Alt, Rose Cotter-Lyford, Cindy Fowler, Theresa Harsma, Don McCann, Jacie Smith, Matt Smith

**2. APPROVAL OF AGENDA**

Motion by Nancy Ness to approve the agenda with the addition of a Park Permit for July 25 for a Disc Gold Tournament on the West Hills Campus. Second by Tyler Cochran. All members voted aye.

**3. APPROVAL OF PRIOR MEETING MINUTES**

Motion by Tyler Cochran to approve the June 1, 2026, Park Board meeting minutes and bring them before the Council. Second by Carter Klecker. All members voted aye.

**4. PERSONS WISHING TO APPEAR**

The public forum is intended to afford the public an opportunity to address topics to the Park Board. The public forum will be no longer than 30 minutes in length, and each presenter will have no more than five (5) minutes to speak. Topics of discussion are restricted to local parks and recreation. The Park Board will only listen and not take action on public forum presentations.

**4.a. Jacie Smith** presented a proposal for a Girl Scouts of America Gold Award project to add signs/mile-markers every half mile along the North Straight River Loop and Buxton Trail. Funding for the project would be grant-based, with signage made by a local business. Collaboration with 911 operations would allow each sign to include a recognizable 6-digit grid number for a prompt response in case of an emergency. A partnership with the City of Owatonna would allow for signs that align with City branding and sign protocol. Park staff would be included for sign placement and installation.

**4.b. Leann Alt** referenced the City's Fact Sheet, page 5 of the Agenda Packet, and would like to see data included from the Environmental Protection Agency showing the impact of each product used by the City on humans, animals, and insects. Alt supports the continued use and expansion of BTI Dunks in public (and private, where applicable) wetlands and requests that mosquito fogging be used only as a last resort.

**4.c. Cindy Fowler** questioned how the City determines which insects are targeted for control measures. The cost to homeowners and the City to remove trees killed by Emerald Ash Borer is far greater than that of mosquitoes.

**4.d. Theresa Harsma** shared support for pollinator protection in addition to health concerns of repeated pesticide exposure. Harsma requested that the City invest in an educational campaign for residents on the risk of pesticide use instead of fogging for mosquitoes.

**4.e. Rose Cotter-Lyford** shared her opposition to the use of pesticides out of respect for the ecosystem.

## 5. NEW BUSINESS

### 5.a. Park Permits

1. Park Permit – July 10 – Kaplan’s Woods Pavilion – Steele County 4-H Youth Outdoor Camp
2. Park Permit – July 18 – Jaycee Park – Jaquelynn Wier
3. Park Permit – July 25 – Disc Golf League Event – West Hills Campus (***added as an amendment to the agenda in Item 2)***)
4. Park Permit – July 28 – Central Park – Big Brothers/Big Sisters (electricity & caterer)
5. Park Permit – September 17 – Manthey Park – South Country Health Alliance

**Motion by Nancy Ness** to approve Park Permits as listed with the addition of the July 25 Disc Golf Event. Second by Tyler Cochran. All members voted aye.

### 5.b. Park Board Annual Goals

**Motion by Tyler Cochran** to table this topic for the next meeting. Second by Nancy Ness. All members voted aye.

## 6. OLD BUSINESS

### 6.a. Mosquito Control Discussion

A City of Owatonna Fact Sheet covering Herbicide, Larvicide, and Mosquito Control was included in the packet along with data reflecting the use of mosquito fogging equipment 2023-2025. A list of questions from the previous meeting and answers from the Parks Manager were shared with the board in June and were included in the July meeting packet.

The Park Board requested additional clarification on how staff determines when to use fogging, because fogging of City property, parks/trails, and athletic areas on July 2, 2026, was followed by forecast thunderstorms. Staff shared that concerns are received on both sides of the mosquito debate and in various ways, including, but not limited to, face-to-face interactions, phone calls, and emails to parks staff, City Council, City administration, and the Parks & Recreation office. At the request of the Park Board, at its June meeting, the Parks Administrative Coordinator, Mary Jo Knudson, has begun tracking communications related to mosquito fogging.

**Motion by Tyler Cochran** that the Park Board recommend to the City Council to discontinue mosquito fogging unless there is a documented local public health reason in Steele County. Second by Nancy Ness. Discussion: Jon Thiel is concerned that discontinuing all fogging will eliminate the option for City staff to use localized fogging when working in wooded areas.

**Role Call Vote:** Tyler Cochran Aye, Nancy Ness Aye, Carter Klecker Aye, Jon Thiel Nay

**Motion by Nancy Ness** that the Park Board recommend to the City Council to continue BTI larvicide application in wetlands on City property and on private property where allowable. Second by Carter Klecker. All members voted aye.

**Motion by Nancy Ness** that the Park Board recommend to the City Council to create an educational component and communication plan regarding mosquito control. Seconded by Tyler Cochran. All members voted aye.

## **. 7. COMMUNICATION**

### **7.a. River Springs Water Park Opened July 3, 2026**

Eric Anderson provided a high-level summary of the situation that delayed the water park's opening and the repairs made to fix several broken underground pipes. He shared preventive maintenance steps taken annually during the shutdown and start-up process.

### **7.b. July is Parks & Recreation Month**

Eric Anderson highlighted new events and highlighted programs offered as part of the month-long recognition.

### **7.c. Parks & Recreation Director Update**

Sean Murphy, Director of Public Works, and Eric Anderson, Recreation Manager, shared that City departments will be realigned and the organizational structure will change over the next six months.

### **7.d. Park Board Annual Work Plan**

An annual work plan for the Park Board was reviewed in June and is included in the packet. The plan is intended to support agenda planning and reporting throughout the year and to ensure continuity for new and existing board members.

### **7.e. Volunteer Opportunities for Park Board Members**

7.e.1. Downtown Thursday, August 6, 2026

7.e.2. City of Owatonna booth in Four-Seasons Center at Steele County Free Fair

**7.f Parkland Dedication Update** Sean Murphy noted that this topic will be covered in an upcoming Council study session.

**7.g. Regional Park Designation Update** Mary Jo Knudson shared the status of the documentation and next steps.

### **7.h Park Maintenance Update**

The Maintenance Report is included in the Packet. Data from tracking mosquito concerns will be added to the Park Maintenance report during the summer months in the future.

**7.i. Recreation Division Update** The Recreation Report is included in the packet.

### **7.j. Communication from Park Board Members:**

Tyler Cochran verified that mosquito-concern tracking data will be communicated to ensure accountability.

Nancy Ness thanked staff for the extra work that went into the water park repairs and communication.

## **8. ADJOURNMENT**

Motion to Adjourn: Tyler Cochran, Second: Carter Klecker, All Members voted aye at 6:40 p.m.

## Park Permit Application

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540 West Hills Circle, Owatonna, MN 55060 507-444-4321

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### Event Details:

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Date of Event: 08/25/2026

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Location: Central Park

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Type of Event: Social Gathering

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Event Name: Final Encore

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Event Description: A match activity plus community-wide Big for a Day! We will be celebrating the end of summer with treats and yard games.

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Estimated Attendance: 100

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Set Up Date & Time: 8/25/2026 3:00 PM - 8/25/2026 5:00 PM

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Actual Event Date & Time: 8/25/2026 5:30 PM - 8/25/2026 7:00 PM

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Clean Up Date & Time: 8/25/2026 7:00 PM - 8/25/2026 8:00 PM

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(Section Break)

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### Sponsoring Organization Contact Information

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Sponsoring Organization: Big Brothers Big Sisters of Southern Minnesota

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Address: *Field not completed.*

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City: Owatonna

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State: MN

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Zip Code: 55060

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## Park Permit Application

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540 West Hills Circle, Owatonna, MN 55060 507-444-4321

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### Event Details:

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Date of Event: 09/05/2026

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Location: Manthey Park

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Type of Event: Birthday Party

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Event Name: Lennox's 7th Birthday

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Event Description: A small gathering of friends and family. We would like to have a bounce house for the kids.

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Estimated Attendance: 30

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Set Up Date & Time: 9/5/2026 12:00 PM - 9/5/2026 3:00 PM

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Actual Event Date & Time: 9/5/2026 12:00 PM - 9/5/2026 3:00 PM

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Clean Up Date & Time: 9/5/2026 2:30 PM - 9/5/2026 3:00 PM

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(Section Break)

---

### Sponsoring Organization Contact Information

---

Sponsoring Organization: *Field not completed.*

---

Address: *Field not completed.*

---

City: *Field not completed.*

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State: *Field not completed.*

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Zip Code: *Field not completed.*

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## Park Permit Application

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540 West Hills Circle, Owatonna, MN 55060 507-444-4321

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### Event Details:

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Date of Event: 09/12/2026

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Location: Starting at Morehouse Park, down trail to Kohlmeier, then along 18th St trail to Steele County Fairgrounds

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Type of Event: Community Walk

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Event Name: Recovery Road

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Event Description: Steele County Public Health is collaborating with Jason Lennox's Recovery Road and Spero to host a recovery walk to raise awareness for mental health and substance use recovery. We plan to start the walk at 11:00am at Morehouse Park and continue along the trail to Lake Kohlmeier, then along the 18th Street Trail to the Steele County Fairgrounds where Spero is hosting their Breaking the Stigma event. We will have a couple tables set up along the trail to distribute water bottles and snacks to participants. We may also have a rolling speaker and microphone for announcements and testimonials at the start of the walk.

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Estimated Attendance: 100

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Set Up Date & Time: 9/12/2026 9:00 AM - 9/12/2026 11:00 AM

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Actual Event Date & Time: 9/12/2026 11:00 AM - 9/12/2026 1:00 PM

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Clean Up Date & Time: 9/12/2026 1:00 PM - 9/12/2026 2:00 PM

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DATE: August 3, 2026

FROM: Jesse Wilker, Maintenance Manager

Mike Klein, Park Maintenance Foreman

Mary Jo Knudson, Administrative Coordinator

SUBJECT: Park Maintenance Update

**Brooktree:**

- Pergolas removed, scheduled for replacement yet this summer
- Irrigation is having a hard time keeping up with very hot days (parks too)

**Park Maintenance:**

- Removing ash trees and grinding stumps as time allows, still a lot left
- Seasonals beginning to leave
- Plated trees at Crandall Center and children's cemetery
- Fixed irrigation at Lincoln Soccer Complex
- Downtown woodchips and irrigation is done
- Deer Management applications open August 1
- Trying to keep up with all aspects of maintenance

**Permits:**

- Event Permit – August 29 – Manthey Park – In Bed By Nine concert (amplification)
- Park Permit – September 5 – Manthey Park – bounce house for birthday party
- Park Permit – September 12 – trails from Morehouse to Fairgrounds (added on to approved Event Permit for Spero recovery event)
- Park Permit – August 25 – Central Park – BB/BS end-of-season event

**Memorials & Donations (listed as they are installed & invoiced):**

- (Coming soon...three awaiting concrete)

**Projects:**

- Regional Park designation – continuing, natural resource segment nearing completion

**Request Updates:**

- Mosquito communications – none

**Grant projects:**

- MN DNR ReLeaf – Rainbow started work on tree inventory week of July 27
- MN DNR Outdoor Recreation – Brown Park – did not receive, awaiting details of scoring

PARKS & RECREATION DEPARTMENT

540 WEST HILLS CIRCLE | OWATONNA, MN 55060-4701 | OWATONNA.GOV | 507.444.4321



TO: Park Board  
FROM: Eric F. Anderson, Recreation Manager  
DATE: August 3, 2026  
SUBJECT: Recreation Division Update

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## **1. General**

- a. Scholarship Assistance Fund
  - i. Balance = \$63857.79
    - 1. \$9104.68 in City restricted fund as of 7/27/26
    - 2. \$54753.11 in Scholarship checking as of 5/27/26
- b. Spring/Summer 2027 Community Activity Guide
  - i. Started Development
  - ii. Any feedback on ideas for that season from Park Board?

## **2. Aquatics**

- a. West Hills Fitness Indoor Pool Closure Update
  - i. Horizon completed drain repair on July 15
  - ii. Maintenance staff patched up cracks in the liner and painted the gutter
  - iii. Water was added on July 15
  - iv. Chemicals balanced started on July 27
  - v. Anticipating opening soon
- b. River Springs Water Park
  - i. Funbrella Status
    - 1. We are still waiting on delivery as of 7/27/26. The company is waiting on 1 piece to arrive to be installed on all 9 funbrellas. This is a piece that holds the tarp on each pole.
  - ii. Patron total as of 7/26/26: 18,174 (July 3-26)
    - 1. Our previous most attended July on record was July 1-31, 2024, with a total of 16,475 admissions with our average July totals falling around 14,000 people.
    - 2. Our first summer in 2009 had 18,719 admissions for the whole summer.
  - iii. River Springs Water Park was voted 2026 Best Place to Swim in Southern Minnesota.

## **3. Athletics/Youth and Adult Sports**

### **Adult Programs**

| <b><u>Program</u></b> | <b><u>Division</u></b> | <b><u>Participant Numbers</u></b>    | <b><u>Registration Deadline</u></b> | <b><u>Season Starting</u></b> | <b><u>Additional Notes</u></b>                                                                                                        |
|-----------------------|------------------------|--------------------------------------|-------------------------------------|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Adult Summer Softball | 2 Division             | 16 Teams Lower<br>7 Teams Upper      |                                     | Apr 23                        | Playoffs started July 22 and 23, should end August 5 and 6                                                                            |
| Adult Summer Bags     | 2 Divisions            | 15 Teams Rec<br>10 Teams Competitive |                                     | May 20                        | Competitive season ended July 30 with playoffs starting August 6<br>Recreational season ends August 5 with playoff starting August 12 |
| Fall Softball         | 1 Division             | 1 team                               |                                     | Sept. 3                       | As of 8:30am on 7/27/26                                                                                                               |
| Fall Bag Toss         | 2 Divisions            | 1 Competitive<br>0 Recreational      |                                     | Sept 2 and 3                  | As of 8:30am on 7/27/26                                                                                                               |
| Adult Volleyball      | 6 Divisions            | 1 team currently registered          |                                     | October 19                    | As of 8:30am on 7/27/26                                                                                                               |

### **Youth Programs**

| <b><u>Program</u></b> | <b><u>Age Group</u></b>          | <b><u>Participant Numbers</u></b> | <b><u>Registration Deadline</u></b> | <b><u>Season Starting</u></b> | <b><u>Additional Notes</u></b>                                                                                        |
|-----------------------|----------------------------------|-----------------------------------|-------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------|
|                       |                                  |                                   |                                     |                               |                                                                                                                       |
| T-Ball                | PreK-4 - K                       | 123                               |                                     | June 8                        | Season ended July 27. No major issues. A few tees broke in the same place, will explore different ones for next year. |
| Coach Pitch 1         | K-1 <sup>st</sup> Grade          | 62                                |                                     | June 10                       | One rainout postponement. Season ends August 5. No issues reported.                                                   |
| Coach Pitch 2         | 1 <sup>st</sup> -2 <sup>nd</sup> | 48                                |                                     | June 9                        | Season ended July 28. No major issues reported.                                                                       |
| Mini Huskies Football | 1 <sup>st</sup> -2 <sup>nd</sup> | 21                                |                                     | Sept. 12                      | Registration number as of 7/27/26 at 8:30am                                                                           |
| Tackle Football       | 3 <sup>rd</sup> /4 <sup>th</sup> | 63                                |                                     | Sept. 12                      | Registration number as of 7/27/26 at 8:30am                                                                           |

|                                                                                                                                                                                                              |                                        |    |  |          |                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----|--|----------|---------------------------------------------|
| Tackle Football                                                                                                                                                                                              | 5 <sup>th</sup> /6 <sup>th</sup>       | 45 |  | Sept. 12 | Registration number as of 7/27/26 at 8:30am |
| Girls Flag Football                                                                                                                                                                                          | 3 <sup>rd</sup> -6 <sup>th</sup>       | 6  |  | Sept. 12 | Registration number as of 7/27/26 at 8:30am |
| Cheer                                                                                                                                                                                                        | K-6 <sup>th</sup>                      | 7  |  | Sept. 12 | Registration number as of 7/27/26 at 8:30am |
| Volleyball                                                                                                                                                                                                   | 1 <sup>st</sup> /2 <sup>nd</sup>       | 12 |  |          | Registration number as of 7/27/26 at 8:30am |
| Volleyball                                                                                                                                                                                                   | 3 <sup>rd</sup> /4 <sup>th</sup>       | 34 |  | Sept. 12 | Registration number as of 7/27/26 at 8:30am |
| Volleyball                                                                                                                                                                                                   | 5 <sup>th</sup> /6 <sup>th</sup>       | 19 |  | Sept12   | Registration number as of 7/27/26 at 8:30am |
| Basketball                                                                                                                                                                                                   | K-2 <sup>nd</sup>                      |    |  |          |                                             |
| Basketball                                                                                                                                                                                                   | 3 <sup>rd</sup> Girls                  |    |  |          |                                             |
| Basketball                                                                                                                                                                                                   | 3 <sup>rd</sup> Boys                   |    |  |          |                                             |
| Basketball                                                                                                                                                                                                   | 4 <sup>th</sup> -6 <sup>th</sup> Girls |    |  |          |                                             |
| Basketball                                                                                                                                                                                                   | 4 <sup>th</sup> -6 <sup>th</sup> Boys  |    |  |          |                                             |
| Volleyball numbers are expected to be down. Blooming Prairie is running their own program now. 2025 BP had 4 teams totaling 35 players                                                                       |                                        |    |  |          |                                             |
| Fall/Winter Registration Opened July 14 for Tackle Football, Mini Huskies Football, Flag Football, Cheer, Volleyball, Adult Softball, Bag Toss, Volleyball.<br>Registration for Basketball opens September 8 |                                        |    |  |          |                                             |

#### 4. Brooktree Golf Course

|                 | <b>Season Pass</b> | <b>Patron Pass</b> | <b>Rounds YTD: as of 7/27</b> |
|-----------------|--------------------|--------------------|-------------------------------|
| <b>2026 YTD</b> | 307                | 30                 | 13,686                        |
| <b>2025</b>     | 323                | 21                 | 13,277                        |
| <b>2024</b>     | 342                | 30                 | 11,434                        |

- a. 2026 Season
  - i. Until August 16, tee times are 7 a.m.-7 p.m.
- b. Chill-Aqui
  1. 8 a.m.-8 p.m. Monday-Saturday
  2. 8 a.m.-5 p.m. Sunday (Kitchen closes at 5 p.m. but they stay open later for drinks)
  - ii. New menu items coming soon.
  - iii. Working on package deal for golf and food. Also working on QR code for golfers to scan.
- c. Recent Tournaments
  - i. Couples Golf – July 10
  - ii. Ken Bey – July 11

- iii. Jacob Kaplan Birthday Tournament – July 18
  - iv. Elks State Golf Tournament – July 25
- d. Upcoming Events
  - i. City Open – August 1-2
  - ii. Club Championship – August 8-9
  - iii. Couples Golf – August 14
  - iv. Steele County Mens Scramble – August 22
- e. Updated Brooktree webpage to be more user friendly
  - i. Easy access to tee times and rates from mobile
  - ii. FAQs
  - iii. Added rules and maintenance updates pages
  - iv. Events and Tournaments being added to calendar.
- f. Newsletter
  - i. Introduced a monthly Brooktree newsletter that golfers can sign up for with information and updates
  - ii. Still playing around with formatting and information put into the newsletter.
  - iii. Positive feedback so far

## 5. Recreation Programs - Youth, Family & Senior

- a. Senior Programming
  - i. Legends 2026 memberships = 280 (2025 = 284 members)
  - ii. Legends 2027 memberships = 10
  - iii. Trips/Program Details

| <b><u>Program</u></b>                           | <b><u>Participant Numbers</u></b> | <b><u>Registration Deadline</u></b> | <b><u>Trip Date</u></b> | <b><u>Additional Notes</u></b>    |
|-------------------------------------------------|-----------------------------------|-------------------------------------|-------------------------|-----------------------------------|
| Eagle Gazing<br>Riverboat Cruise                | 26/36                             | July 17                             | July 27                 | Several late notice cancellations |
| Diners, Drive-Ins, &<br>Dives:<br>Fantastic BBQ | 2/27                              | July 23                             | July 30                 | Canceled                          |
| Wicked at<br>Orpheum                            | 27/27                             | July 31                             | August 9                |                                   |
| DDD Tour: Smack<br>Shack                        | 8/26                              | August 17                           | August 25               |                                   |
| State Fair Trip                                 | 14/27                             | August 12                           | September 2             |                                   |

- b. Adaptive Programs
  - i. Bowling League Mondays
    - 1. 45 Participants registered for June
    - 2. 48 Participants registered for July
    - 3. 35 Participants registered for August

- ii. Pizza Party Picnic: 2 registered for July 10, Canceled due to low enrollment
  - iii. Ice Cream Social: 8 registered for July 16. Canceled due to hot /smoky weather
  - iv. Cupcake Wars: 3 registered for July 17, Canceled due to low enrollment
  - v. Splash Camp: 3 registered for July 24, Canceled due to low enrollment
  - vi. Adaptive Hangout: 9 Registered for July 30
  - vii. Frosty Fun: 3 registered for July 31, Canceled due to low enrollment
  - viii. Goodbye Summer: 4 registered, August 7
  - ix. Minigolf: 10 registered, August 13
  - x. Sensory Swim: July 16 canceled, August 20, 12 registered
  - xi. Adaptive Hangout: 3 registered, August 27
  - xii. Adaptive Baseball: 23 registered, runs June 10 – Aug 5
- c. Rec on the Go Schedule
  - i. 2026 planning 8 dates (dates for Summer & Fall) 10am-12pm
  - ii. August 14 – Movie at the Library 1:00-2:00 p.m.
  - iii. August 22- Skyline Gardens 10am-12pm
  - iv. August 29 – Roosevelt School 10am-12pm
  - v. September 12- Heather Court Apartments 10am-12pm
  - vi. September 26 – Roosevelt School 10am-12pm
  - vii. October 10- Skyline Gardens 10am-12pm
- d. Family Programs
  - i. July Playground Passport, 21 entries received so far
  - ii. Straight River Sunset Kayak July 30, 7 registered
  - iii. Family Archery Aug 5, 16 registered
  - iv. Messy Camp September 12, 0 registered
  - v. Fall Park Passport begins September 14
- e. Youth Camps began June 15 (details as of 7/27/2026)

| Camp Name            | Age      | Dates         | Registered         | Notes |
|----------------------|----------|---------------|--------------------|-------|
| Dino Camp            | 5-7 yrs  | Aug 3-6       | 12 out of 16 spots |       |
| Kayak Camp           | 7-12 yrs | Aug 10-13     | 8 out of 13 spots  |       |
| Little Anglers       | 5-7 yrs  | Aug 3-6       | 15 out of 16 spots |       |
| Little Engineers     | 5-7 yrs  | Aug 10-13     | 9 out of 16 spots  |       |
| Nature Investigators | 5-7 yrs  | Aug 10-13     | 14 out of 16 spots |       |
| Splash Camp          | 7-12 yrs | Aug 17-20     | 16 out of 16 spots |       |
| Little Tykes         | 3-5 yrs  | July 27-30, 1 | 16 out of 16 spots |       |
|                      | 3-5 yrs  | July 27-30, 2 | 9 out of 16 spots  |       |
|                      | 3-5 yrs  | Aug 3-6, 1    | 13 out of 16 spots |       |
|                      | 3-5 yrs  | Aug 3-6, 2    | 5 out of 16 spots  |       |

## 6. Tennis & Pickleball Center

- a. Staffed hours returning October 1

- i. Working to get card scanning/check-ins going for the 2026/2027 season for more accurate tracking of court usage
  - ii. Colleges are starting to confirm and pay for 2027 dates
- b. 2026/2027 season will offer a 7-month and 12-month season passes
- c. Tennis/Pickleball Season Passes and Walking Program Passes are available (season starts September 1 for 12-month pass, October 1 for staffing, and October 15 for 7-month pass)
  - i. Season Pass sales for the 2026-2027 begin August 1, 2026.
  - ii. 7-Month (October 15-May 15) Junior, Individual, Couple, & Family
  - iii. 12-Month (September 1-August 31) Junior, Individual, Couple, & Family
  - iv. Individual Month
  - v. Walking
- d. New for Fall 2026
  - i. Beginning September 1: season pass holders no longer pay \$5 for drop-in programs. Non-pass holders will continue to pay \$10 drop-in rate.
  - ii. Adding staffed hours from 9:00-11:00 a.m. for Tennis & Pickleball open play, indoor play space and drop-in basketball
- e. Noon Basketball: Season pass will be one year from the date of purchase. Introducing a 30-day guest pass, which does not include keycard access.
- f. Offering Beginner 1, 2, and 3 for youth tennis lessons
- g. Offering Beginner 1 and 2 for youth pickleball lessons
- h. Offering Adult Pickleball Lessons. (adult tennis lessons have not had any interest and no luck securing an instructor)
- i. Adding three to four pickleball tournaments a year

**OWATONNA PARK BOARD ANNUAL WORK PLAN**  
**Standard Annual Agenda Items**

| <b>Date</b>      | <b>Tasks</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>January</b>   | <ol style="list-style-type: none"> <li>1. Annual Program Report - Brooktree Golf Course</li> <li>2. Approve Park Permits</li> <li>3. Deer Management Program Recap Report</li> </ol>                                                                                                                                                                                                                                                                                                                           |
| <b>February</b>  | <ol style="list-style-type: none"> <li>1. Annual Program Report - Youth and Adult Athletics</li> <li>2. Annual Program Report - Recreation Programs</li> <li>3. Approve Park Permits</li> </ol>                                                                                                                                                                                                                                                                                                                |
| <b>March</b>     | <ol style="list-style-type: none"> <li>1. Annual Report - Parks and Recreation Department</li> <li>2. Approve Park Permits</li> </ol>                                                                                                                                                                                                                                                                                                                                                                          |
| <b>April</b>     | <ol style="list-style-type: none"> <li>1. Review/Recommend proposed Fees Manual for City Council approval</li> <li>2. Annual Program Report - Ice Skating Operation</li> <li>3. Review, Identify and Schedule Board Member volunteer/involvement opportunities - Special Events &amp; Programs (Rec On The Go, Events)</li> <li>4. Approve Park Permits</li> </ol>                                                                                                                                             |
| <b>May</b>       | <ol style="list-style-type: none"> <li>1. Election of Officers</li> <li>2. Orientation/Board Expecations Review</li> <li>3. Designate Park Board members serving on other committees <ol style="list-style-type: none"> <li>a) Youth Scholarship Fund</li> <li>b)</li> </ol> </li> <li>4. Identify/Schedule a date for a Booth/Table at Downtown Thursday</li> <li>5. Approve Park Permits</li> <li>6. Provide Park Board with Summer Outreach oportunties (ie: Rec on the Go, Events, Events, etc)</li> </ol> |
| <b>June</b>      | <ol style="list-style-type: none"> <li>1. Approve Park Permits</li> <li>2. Establish Park Board Annual Goals</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>July</b>      | <ol style="list-style-type: none"> <li>1. Approve Park Permits</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>August</b>    | <ol style="list-style-type: none"> <li>1. Approve Park Permits</li> <li>2. Review Guiding Document 'Master Plan' - identify needs and action items associated with the plan</li> </ol>                                                                                                                                                                                                                                                                                                                         |
| <b>September</b> | <ol style="list-style-type: none"> <li>1. Approve upcoming summer Lake Kohlmier Beach hours</li> <li>2. Approve Park Permits</li> <li>3. Review Guiding Document 'Imagine Owatonna 2050' - identify needs and action items associated with the plan</li> </ol>                                                                                                                                                                                                                                                 |

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| <b>October</b>                                | <ol style="list-style-type: none"> <li>1. Review/Recommend Proposed Fees Manual for City Council Approval</li> <li>2. Annual Program Report - Aquatics/WaterPark</li> <li>3. Annual Program Report - Tennis &amp; Pickleball Center</li> <li>4. Approve Park Permits</li> <li>5. Deer Management Program update</li> </ol> |
| <b>November</b>                               | <ol style="list-style-type: none"> <li>1. Approve Park Permits</li> <li>2. Deer Management Program update</li> </ol>                                                                                                                                                                                                       |
| <b>December</b>                               | <ol style="list-style-type: none"> <li>1. Approve Park Permits</li> <li>2. Deer Management Program update</li> <li>3. Mosquito Control Recap Report</li> </ol>                                                                                                                                                             |
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| <b>Other Monthly<br/>Communication Topics</b> | <ol style="list-style-type: none"> <li>1. Maintenance Report</li> <li>2. Recreation Division Report</li> </ol>                                                                                                                                                                                                             |