



PARKS & RECREATION BOARD MEETING
Monday, April 1, 2024 at 4:30 PM
Council Chambers, City Hall at 540 West Hills Circle

- 1. Opening Business**
- 2. Approval of Agenda**
- 3. Approval of the Previous Meeting Minutes**
 - 3.a. Park Board Minutes March 4, 2024
- 4. Persons Wishing to Appear**
- 5. Park Permits, Memorials and Donations**
- 6. Senior Update**
- 7. Old Business**
- 8. New Business**
 - 8.a. Memorial Rock Garden
 - 8.b. Central Park Grant - Owatonna Foundation
 - 8.c. Deer Management Program
- 9. Communication**
 - 9.a. Maintenance Update
 - 9.b. Greater Minnesota Park & Trail Commission Administrative Review Results
- 10. Adjournment**

**MINUTES - UNAPPROVED
OWATONNA PARK AND RECREATION
REGULAR PARK BOARD MEETING
MARCH 4, 2024
4:30 PM**

Members Present:

Chair: Jon Thiel

Vice Chair: Gina McGuire

Secretary: Sara Baird

Board Members: Tyler Cochran, Nan Silkunas, Eileen Wohlenhaus

Members Absent:

Jonathan Douglas

Staff Present:

Jenna Tuma: Director

Eric Anderson: Recreation Manager

Kurt Stangler: Recreation Supervisor

Thomas Gorycki: Recreation Supervisor

LOCATION: Council Chambers Conference Room

OPENING BUSINESS

A. Call to Order at 4:30 pm

B. Roll Call:

APPROVAL OF THE AGENDA

Motion by Nan Silkunas to approve the March 4, 2024, Park Board Meeting Agenda and second by Sara Baird. All members voted aye.

APPROVAL OF THE February 5, 2024, MINUTES

Motion by Tyler Cochran to approve the February 5, 2024, Park Board Meeting Minutes and second by Gina McGuire. All members voted aye.

PERSONS WISHING TO APPEAR

The public forum is intended to afford the public an opportunity to address topics to the Park Board Council. 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 rather than private or political agendas. The Park Board will only listen but will not take action on public forum presentations.

NEW BUSINESS

Tour of the remodeling project at Brooktree Golf Course and the newly acquired property across from Brooktree for future use.

OLD BUSINESS

PARK PERMITS

See Park Maintenance Division Report – as a reminder the park permits take a motion to approve by Park Board, the event permits go the City Council for approval.

MEMORIALS AND DONATIONS

No Memorials & Donations

SENIOR UPDATE

- a. Thomas has a senior update in the agenda packet.

6. COMMUNICATIONS

Announcements

- In the News
 1. Weekly Owatonna People's Press articles:
<http://ci.owatonna.mn.us/Blog.aspx?CID=3>
 2. Owatonna Live Straight Talk [Straight Talk \(owatonnalive.com\)](http://owatonnalive.com)
- Actions Requested from past meetings

ADJOURNMENT:

Motion by Tyler Cochran, and second by Gina McGuire to adjourn the Park Board Meeting at 5:35 p.m. All members present voted aye. The next board meeting is April 1, 2024, at 4:30 p.m. at the Charles S Crandall Conference Room.



DATE: April 1, 2024

TO: Park Board Members

FROM: Jesse Wilker, Maintenance Manager
Aaron Fitzloff, Facility Manager
Mary Jo Knudson, Administrative Specialist

SUBJECT: Maintenance Update

Brooktree:

- Opened March 12
- Park Maintenance installed railings on three cart bridges

Facility Maintenance:

- Brooktree remodel scheduled for completion March 29.

Grant projects:

- Owatonna Foundation – Central Park Bandshell – due May 1, 2024

Memorials & Donations:

- These will be listed as they are installed and invoiced

Park Maintenance:

- Preparing for spring park openings – repair & paint picnic tables, add lids & paint trash barrels
- Soccer & Lacrosse fields are marked and ready for use

Permits:

- Park Permit – 6/29/2024 – Central Park Stage – Jesus Festival – Redemption Church
- Park Permit – 5/25/2024 – Manthey South – Marriage Ceremony
- Event Permit – 5/4/2024 – Central Park Stage – Cinco de Mayo – Alliance for Greater Equity
- Event Permit – 5/4/2024-10/26/2024 – Central Park – Farmer's Market – Lisa Cochran
- Event Permit – 6/21/2024 – West Hills Campus – Orphanage Museum Celebration – Anne Peterson

Projects 2024:

- Merrill Hall – WeePals has moved out, LTO vacates end of April, project starts in May
- Gate installation at Lake Kohlmier & Dartt's Park
- Restroom Improvements at Gainey and Morehouse
- Brown Park Tennis Courts – will evaluate base before deciding approach for refurbishing/repurposing

- Park Pavement Improvements
- Central Park Bandshell – repairs and update