



WEST HILLS COMMISSION MEETING
Thursday, October 17, 2024 at 12:00 PM
Council Chambers, City Hall at 540 West Hills Circle
Roll Call:

PLEASE NOTE: At 5:30 p.m. Council will meet in a Study Session in Council Chambers, City Hall at 540 West Hills Circle. Council will receive an update from the City's HRA (Housing Redevelopment Authority) and discuss park fees.

- 1. Call to Order**
- 2. Miscellaneous**
 - 2.a. Introduction of Commissioners and Guests
 - 2.b. Oath of Office - Sara McKay
- 3. Approval of Agenda**
- 4. Approval of Last Meeting Minutes**
 - 4.a. Approval of June 6, 2024 Special Meeting Minutes
- 5. Persons Wishing to Appear**
- 6. Old Business**
 - 6.a. Staff Update - Merrill Hall
 - 6.b. Staff Update - Crandall Hall
- 7. New Business**
 - 7.a. Staff Update - Facilities Manager
 - 7.b. City Sign Plan
 - 7.c. Election of 2025 Chair, Vice, Secretary Positions
- 8. Commissioner's Comments**
- 9. Adjournment**
 - 9.a. Next Meeting - April 17, 2025

Special Meeting Minutes: West Hills Commission

Date: June 6, 2024

Location: Owatonna Arts Center

Board Members	Present	Absent	Other Attendees	Present	Absent	Others Present
Jan Tippet, Chair	X		Staff: Mary Jo Knudson	X		
Nancy Vaillancourt, VC	X		Staff: Aaron Fitzloff			
Open Position			Staff: Jenna Tuma	X		
Dan Gorman	X		Anne Peterson	X		
Arlan Burmeister	X		Silvan Durben, OAC			

Topic/Item	Summary of Discussion	Action
Call to Order	Called to order at: 11:39 a.m.	Tippet
Possibility of renaming Merrill Hall	Jenna Tuma presented the possibility of having Merrill Hall renamed to honor a key player in the remodeling project which may have kept the building from being closed permanently. The City naming policy process was reviewed. Thorough discussion was held regarding precedence, community leadership/legacy, long-term planning, possible public reaction and other ways to recognize key players. A motion was made to recommend that Tuma proceed with the name change process. Further discussion was held. The motion failed by a vote of 2-1.	Motion: Vaillancourt Second: Gorman
Adjournment	12:30 p.m.	Motion: Gorman Second: Vaillancourt