PARKS & RECREATION BOARD MEETING

Monday, December 2, 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 November 4, 2024 DRAFT
4. **Persons Wishing to Appear**
5. **Park Permits, Memorials and Donations**
6. **Senior Update**
7. **Old Business**
8. **New Business**
   - 8.a. Introduction of the new Parks & Recreation Director, TW
   - 8.b. Update on Lacey's at Brooktree
   - 8.c. 2025 Park Board Schedule
   - 8.d. New City Signage - Deanna Sheely
9. **Communication**
   - 9.a. Maintenance Report
10. **Adjournment**

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

Members Present:
Chair: Jon Thiel
Vice Chair: Gina McGuire
Board Members: Tyler Cochran, Sara Baird, Nan Silkunas, Eileen Wohlenhaus

Members Absent

Staff Present:
Eric Anderson: Recreation Manager
Madi Rysavy: Recreation Facility Assistant
Drake Simonson: Recreation Supervisor
Tom Gorycki: Recreation Supervisor
Dani Licht: Recreation Supervisor
MJ Knudson: Administrative Coordinator

City Council Member:
Doug Voss
Dan Boeke

LOCATION: Council Chambers Conference Room

OPENING BUSINESS

A. Call to Order at 4:30 pm
B. Roll Call: All present

APPROVAL OF THE AGENDA

Motion by Gina McGuire to approve the November 4, 2024, Park Board Meeting Agenda and second by Nan Silkunas. All members voted aye.

APPROVAL OF THE September 4, 2024, MINUTES

Motion by Eileen Wohlenhaus to approve the September 4, 2024, Park Board Meeting Minutes and second by Nan Silkunas. 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.

PARK PERMITS, MEMORIALS AND DONATIONS

None

SENIOR UPDATE

Membership has reached an all-time high of 306 members. Upcoming events include coffee conversations to gather feedback on future programs. Recent activities included a Halloween party hosted by Senior place Inc. with live music.

OLD BUSINESS

Deer Management: 14 deer were taken in the first two weeks compared to 34 total last year (season high, happened twice). Nan asked for a compliance update – hunter stands have been checked, and they are providing their weekly check-ins.

NEW BUSINESS

Brooktree: Discussion on a group rate policy, minimum team requirements for shotgun starts, and finding a balance between tournament scheduling and public access.

Fees Manual 2025 Proposed: Some discussion was held regarding the Brooktree rates. Park Board would like some further data and dashboard information. The rates for pickeball and tennis were adjusted in the fees manual. Motion by Tyler Cochran to approve Fees Manual to go to City Council and second by Sara Baird. All members voted aye.

Brown Park updates: Carpet is removed and needs total replacement. More CIP dollars or other funding is needed, as the intended grants would not provide enough. (Age Friendly MN & Outdoor Recreation Grant).

Central Park Bandshell Update: The Owatonna Foundation awarded up to $20,000 for fiber for security cameras.

COMMUNICATIONS

Dani Licht: Aquatics update – despite 19 weather-related closures, the facility recorded over 32,000 visitors in 2024. There was increased participation in swimming lessons and water aerobics. Social media efforts successfully boosted attendance.

Thomas Gorycki: Rec on the Go initiative hosted five events with plans to expand to eight in 2025. Enhanced accessibility and targeted marketing strategies were discussed.

Thomas Gorycki: Adaptive Programs – Efforts focused on integrating adaptive needs into general programming to promote inclusivity. There has been significant growth in the program offerings over the past three years.

MJ Knudson: Maintenance report additional information

- Will be receiving $10,737.98 from FEMA for June/July flood incident
- Playground maintenance workshop is being held in Owatonna November 21. We will have one attendee comped – Brennan Hanson. Not certification, but thorough training.
- Great River Greening meeting upcoming to meet with maintenance staff and tour economic justice areas.
- Ice Rink supplies are purchased and will be constructed soon.
- New employee, Tia Tobias started, will work weekends.
- TAP grant funding Letter of Intent has been mailed in for East Side Corridor trail project.

Announcements
In the News
Owatonna Live Straight Talk
Actions Requested from past meetings

ADJOURNMENT:

Motion by Nan Silkunas, and second by Sara Baird to adjourn the Park Board Meeting at 6:00 p.m. All members present voted aye.

The next board meeting is December 3, 2024, at 4:30 p.m. at the Council Chambers Conference Room.

DATE: December 2, 2024
TO: Park Board Members
FROM: Jesse Wilker, Maintenance Manager
Mary Jo Knudson, Administrative Specialist

SUBJECT: Maintenance Update

Brooktree Maintenance:

- Winter prep is underway after course closing

Park Maintenance:

- First snowfall November 21 was a good test for winter equipment
- Outdoor nets and screens removed November 20
- Leaves are all mulched
- Installed three neighborhood ice rinks at Buecsler, Countryview and Brooktree
- Decorated downtown streets (lighted parade is Dec. 6)
- EAB is a big issue, killing all the ash trees. Many have been removed at Brooktree and Dartts, will continue removal all winter when time allows. These trees will be replaced with new plantings in the spring.
- Deer Management program going well. Season 1 took 32 deer. (Largest yearly take was last year with 34.) Program ends December 17. Since 2014, 249 deer have been culled from the city.

Permits:

- None

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

- None

Projects 2025:

- Determined when budget is finalized in December

Grant projects:

- TAP Grant – East Side Corridor Trail