

PARKS & RECREATION  
ADVISORY BOARD  
MEETING MINUTES

*January 18, 2022 5:45 pm*  
City Hall – Council Chambers

**Members Present:**

Steve Ball  
Jodi Hartman  
Rich Yost  
Tony Segura  
Jen Vogt-Erickson (arrived at 5:50pm)

**Members Absent:**

Whitney Sauer  
Jason Howland, Ex-Officio

**Staff in Attendance:**

Cathy Malakowsky, Community Engagement and Enrichment Director  
Ryan Hajek, Assistant Director of Public Works  
Mike Westney, Parks Superintendent  
Dani Bakken, Recreation Coordinator  
Afton Wacholz, Recreation Administrative Assistant  
Bob Furland, Recreation Manager (arrived 6:10pm)

**Others in Attendance:**

**Call to Order:**

The meeting was called to order by Steve Ball at 5:47pm.

**Adopt Agenda:**

Amy Leach made the motion to approve the agenda for tonight's meeting and Jodi Hartman seconded the motion. The board voted in favor of said motion 5-0 (Jen Vogt-Erickson was not present for the vote). Motion declared passed.

**Approval of the Minutes:**

Rich Yost made the motion to approve the minutes from the December 19, 2022 meeting and Jodi Hartman seconded the motion. The board voted in favor of said motion 5-0 (Jen Vogt-Erickson was not present for the vote). Motion declared passed.

**Public Items:**

**Action/Discussion Items:**

**Board Officers for 2023**

Jodi Hartman made the motion to re-appoint Steve Ball to the board chair position and Amy Leach seconded the motion. The board voted in favor of said motion 6-0. Motion declared passed.

Steve Ball made the motion to re-appoint Jodi Hartman to the board vice-chair position and Amy Leach seconded the motion. The board voted in favor of said motion 6-0. Motion declared passed.

### **Approval of 2023 Park and Recreation Advisory Board Meeting Dates**

Staff and the board reviewed and discussed the proposed 2023 meeting dates. Adjustments were made to the January and February meeting dates due to the observed holidays. The other meeting dates will take place on the regularly scheduled 3<sup>rd</sup> Monday of the month at 5:45p.

Tony Segura made the motion to approve the proposed 2023 meeting dates as presented and Amy Leach seconded the motion. The board voted in favor of said motion 6-0. Motion declared passed.

### **Review of Community Project Proposal Documents**

a. Process for Parks and Recreation Board Review of Projects

Cathy Malakowsky went over the document with the board. Staff also shared the feedback that Kim Schaufenbuel, Riverland Community College, provided on document at a zoom meeting with staff earlier in the day. Overall the board felt this document was a great step in the right direction for managing project proposals.

There was discussion focused on our feedback to the applicant throughout the process. The board requested that we provide specific reasons and a more direct yes or no so that the applicant has a clear answer on the board's decision. The thought was to keep follow-up more generic originally.

b. Project Request Form

Staff and board discussed in length the idea of having a few screening questions for the applicant to answer prior to completing the full application to ensure that their project proposal meets the requirements. Ultimately the board and staff felt that these questions would be answered in the application at length and by requiring the full application to be completed it would commit the applicant to prepare and research in length prior to approaching the City. The board also agreed to rearranging some of the questions to put the mission and values at the beginning of the document so the applicant knows from the start that the board will be looking for the project to meet the mission of the board to be accepted.

Staff will have revisions to both of the documents completed for the next board meeting for approval.

### **Staff Reports:**

**Recreation:** Report provided by Bob Furland and Dani Bakken;

- Planning summer community events with CVB
- Scheduling Bands for Thursdays on Fountain
- Learn to skate
  - started Feb. 8- we currently have 83 kids participating with ages ranging from 3-14. We heard a lot of good feedback from parents and kids were excited to come back
- Warming Houses opened December 30-
  - we have had a great start of the year and as of 1/11 we have had 546 visitors at our 4 warming houses
  - Starting Saturday January 14, there will be free skates for people to use while at Lakeview and Hayek warming houses. These skates were donated from Rink Systems. We do not have all sizes but tried to get a variety of sizes to each warming house.
- Summer Staff

- Sent out returning letters to all staff from the 2022 summer season. I gave staff until Feb. 3 to return those and then we will start posting and hiring for any open positions
- Inclusive playground
  - Currently have around 700,000 committed to the playground. The group is waiting to hear from a couple of grants

**Parks:** Report provided by Ryan Hajek Mike Westney;

- Collecting estimates for Snyder Field dugouts – fence, roofs and cement.
- Collecting estimates for four additional pickle ball courts to be constructed north of the current courts.
- Mike Veldman has been hired as the new Parks Forman. Senior Park Maintenance position will be filled in the near future.
- The City is proposing to take over the snow removal of the East Main St north sidewalk from Morris Furniture to Newton.
- EAB Grant - tree removals by Albert Lea Tree Service; tree list for EAB treatment – 175 trees.
- Aeration maintenance
- Equipment maintenance
- Outdoor rinks are worked on daily
- Edgewater Bay Pavilion maintenance work

**City Arena:** Report provided by Bob Furland/Josh Heilman;

- The arena hosted an old-time Rock on Ice event on December 30<sup>th</sup>, including DJ Kessel.
- Upcoming tournaments: Jan 20-22, B and C Squirts 16 teams; Feb 11 – 12, Mites 16 teams
- Albert Lea will host Minnesota Hockey A Bantam and A Peewee District 9 tournament on February 17 – 21.
- We are collecting quotes and information to replace Nystrom Arena Bleachers on the arena's south side. The bleachers to be replaced were installed in 1976.
- Getting pricing to replace the Colstrup arena scoreboard. The scoreboard is twenty-two years old.
- We are working with two companies on the possibility of energy savings contracting. This could assist in the replacement of aging equipment, lighting, and other arena updates.
- Contracting with Albert Lea Youth hockey to continue advertising on the dashboards and include vinyl wraps for the two Zambonis.

**Aquatic Center:** Report provided by Bob Furland;

- No report

**Senior Center:** Report provided by Cathy Malakowsky;

- No report

**Marion Ross Theater:** Report provided by Bob Furland;

- Cabinets will be installed in the next two weeks and the countertop a few weeks later.

**Other:**

- Blue Zones received a \$20,000 grant from Mayo Clinic Health System to promote well-being through youth recreation. With this grant, Blue Zones and the City will partner on Fun Guides (3 a year to promote programs), translation of information about rec programs into Spanish and Karen, a trailer for pop-up rec programs, informational meetings with underserved populations, Head Start swimming program, youth scholarships for skating and hockey programs, pop-up play park programs in underserved areas, lift chair at the pool for people with disabilities, and equipment for youth field games.

**Board Member Items:**

- Tony Segura –
  - Tony had questions regarding the City’s proposal to take over the clearing of the sidewalks along Main St. Tony manages McDonald’s along that corridor and was unaware of this news. Ryan stated that the council will vote on this at the next meeting on Monday. Due to the City already clearing many sections of this sidewalk and the amount of snow that is pushed from the roadway onto the sidewalk now that there is very little boulevard, the City feels that the time and expense for the City to do it completely is very minimal.

**Adjournment:** Jen Vogt-Erickson made a motion to adjourn the Park Board meeting, and Amy Leach seconded the motion. The board voted in favor of said motion 6-0. Motion declared passed. Meeting adjourned.

Respectfully submitted,

---

Afton Wacholz  
Acting Parks and Recreation Advisory Board Secretary

Approved:

---

Steve Ball  
Park & Recreation Advisory Board Chairman