

1. Agenda Docs

Documents:

ITEM 1. PARC AGENDA 022626.PDF
ITEM 1.C. DRAFT MINUTES 1-22-26.PDF
ITEM 4. A. PARK UPDATE.PDF
ITEM 4. B. UPDATES - MCC FEB 26.PDF
ITEM 4. D. MONTIARTS FEB PARC UPDATE 2026.PDF

AGENDA
REGULAR MEETING
PARKS, ARTS & RECREATION COMMISSION
FEBRUARY 26, 2026 – 8:00 a.m.
Academy Room – Monticello Community Center

- 1. General Business**
 - A. Call to Order
 - B. Approval of Agenda – *Items may be added for discussion purposes or approval.*
 - C. Approval of Meeting Minutes
 - Regular Meeting Minutes from January 22, 2026
 - D. Citizen requests and comments.

- 2. Regular Agenda**
 - A. Review Pickleball design and recommendation to move forward. (WSB)

- 3. Discussion of Added Items**

- 4. Updates**
 - A. Director's Update (TP)
 - B. MCC Update (SC)
 - C. Park Maintenance Update
 - D. MontiArts Update (EW)
 - E. Senior Center Update (JJ)

- 5. Next Regular Meeting March 26, 2026**

- 6. Adjournment**

DRAFT

**MINUTES
 PARKS, ARTS & RECREATION COMMISSION MEETING
 THURSDAY, JANUARY 22, 2026 - 8:00 A.M.
 ACADEMY ROOM – CITY HALL**

Members: Julie Jelen, Janine Kopff, Adam Leiferman, Maria Onnen, Council Liaison Charlotte Gabler, Danielle Murdoff, Stephen Peterka

Staff Present: Tom Pawelk, Beth Green, Josh Berthiaume, Erica Witzmann

1. General Business

- A. Call to Order: Chair Jelen called the meeting to order at 8:07 a.m.
- B. Approval of Agenda – *Items may be added for discussion purposes or approval.*
 - COMMISSIONER MURDOFF MOVED TO APPROVE THE AGENDA WITH THE ADDED ITEMS. MOTION SECONDED BY COMMISSIONER PETERKA. MOTION CARRIED UNANIMOUSLY.
- C. Approval of Meeting Minutes
 - Regular Meeting December 4, 2025, COMMISSIONER MURDOFF MOVED TO APPROVE THE REGULAR MEETING MINUTES FROM DECEMBER 4, 2025. MOTION SECONDED BY COMMISSIONER PETERKA. MOTION CARRIED UNANIMOUSLY.
- D. Citizen requests and comments. Director Pawelk said he is still working with Sean on the crawler course and talking back and forth via email.

Commissioner Leiferman said his family has really enjoyed the 4th Street Park ice rink this year. Commissioner Murdoff said they have used the West Bridge rink. Overall the parks look great and a shout out to the Parks Department!

2. Regular Agenda

- A. Interview PARC Applicant Erin Stein

COMMISSIONER MOVED TO RECOMMEND THE APPOINTMENT OF ERIN STEIN TO THE PARC FILLING THE VACANT SEAT THROUGH DECEMBER 31, 2026. MOTION SECONDED BY COMMISSIONER. MOTION CARRIED UNANIMOUSLY.

3. Updates

- A. Director's Update (TP). There is a lot going on starting with Bertram and pickleball. WSB plans are at 60% and will be sharing with staff in a couple weeks. Hoping to bring Ann on board to have a conversation with her before she leaves for vacation. Will get through plans and will bring back to PARC for review.
- B. Overall grading for next phase of Bertram is coming together. Parking lot design is progressing as part of the study. Integrated into the pickleball plan.
- 4. There have been three meetings with Wright County for the shared maintenance facility. We have an MOU and the JPA that have been updated and will have an additional MOU with the operation of the shed. Staff is currently working through the design phase. The next concept review meeting will be the first part of February.
- 5. The Feasibility Report study is back from WSB and has been sent to staff for additional comments and review. Will bring to PARC at a future meeting after internal review. It identifies the next phases for the park with the local option sales tax. Director Pawelk said that it will be important to be thoughtful on how we're going to spend these dollars from here on out. The pickleball will be done, and the shared maintenance facility will be done this year. There will be large decisions to be made, such as whether we do small projects or do we bond and do one large project. That will all have to be figured out, there are a lot of moving pieces. It's very critical to make the dollars stretch and go as far as they can.
 - A. MCC Update (SC): The main highlight is that the MCC has \$66,000 sales in one day on New Year's Eve which beat the Liquor Store sales by \$5,000 for the day!
 - B. Both Senior Center agreements have been executed. Director Jay-Jay will be present at meetings when we request her to be here. Councilmember Gabler asked about adding a few more ADA spots in their parking and Director Pawelk said that they will eventually redo their parking lot.
 - C. Skate Park: There is some community support so it could happen this year. Will keep you posted.
 - D. Park Maintenance Update (JB)
 - E. Park Dedication Joint Meeting Update (draft minutes). Minutes will be brought to City Council for approval.
 - F. Shade Tree Update (TP): Two grant applications have been submitted to the MN DNR for resident assistance of funds to remove/replant trees and on the public side of tree removals and replanting in the boulevard. Looking to put an RFP out for a contractor to remove the trees for city and residents and to replant the replacement trees.
 - G. MontiArts Update (EW):

6. Schedule for the Next Meeting

- Next Regular Meeting: February 26, 2026, at 8 a.m. will be held at City Hall.

7. Adjournment

COMMISSIONER LEIFERMAN MOVED TO ADJOURN THE MEETING AT 9:29 A.M.
MOTION SECONDED BY COMMISSIONER MURDOFF. MOTION CARRIED.

RECORDED BY: Beth Green

DATE APPROVED:

ATTEST: Tom Pawelk



FEBRUARY 2026

PARKS DEPARTMENT

Tree Removals

- Staff have removed 40 boulevard trees infected with EAB in the River Mill and Sunset Ponds subdivisions.
- EAB tree removals will continue through early April.

Winter Maintenance

- Ice skating rinks were closed for the season on February 17th.
- A few minor snow events have required salting and/or plowing.
- Staff completing Safe Assure inspection packets.

City Council Meeting 2/23/26 | Items for review and approval

- Motion to approve the 2026 Operating Agreement with the Monticello School District for Moose Sherritt Ice Arena Use. This gives MCC members an average of four open skate sessions per month with a minimum of 1.5 hours per session at no direct cost to MCC members.
- Motion to approve a Special Event Application from Nordic for use of the MCC parking lot for their Mini Music Fest Event on Saturday, July 25, 2026. This will be a ticketed music event held in the west parking lot at the MCC featuring national artist Pardy Alone.
- Motion to approve a donation from the Monticello Rotary for the installation of a Musical Garden Ellison Park. The installation must be completed no later than June 30, 2026. The Rotary is continuing to sell paver bricks as part of their fundraising for the project. Details at <https://www.monticellomnrotary.com/page/monticello-rotary-music-garden>.
- Motion to approve the 2026 Operating Agreement between the City of Monticello and the YMCA for shared use and staffing of the YMCA Camp Manitou Splash Park. The City will staff life guards for public open swim on

Fridays from 6-8 p.m. and weekends from 11:30 a.m. – 5 p.m. Memorial Day through Labor Day.

Gardening Activities:

- Staff will meet with the East Bridge Gardeners on February 27 for their annual garden planning meeting.
- Staff has contracted with Dan & Jerry's to plant & start the hanging baskets for the downtown light poles.
- Flowers for all public planters will be purchased at Dan & Jerry's based upon their low quote.
- The Community Garden has been open to last year's gardeners for preference on reserving their lot again this year. Any lots not chosen will be offered to the public in March.

Spring Trees

- The Spring Tree Sale is open now with eight varieties of trees available to purchase at a cost of \$50 each. Bare root trees are approximately 1" in diameter and 8-10' in height. Orders are being accepted on a first-come, first-served basis. Details can be found on the city website at: <https://www.monticellomn.gov/179/Spring-Tree-Sale>.
- Arbor Day will be celebrated on April 24, 2026, with a tree giveaway at the MCC. Bare root Norway Spruce will be given away this year.
- As part of our Canopy Solutions Grant, Davey Tree will host a tree planting workshop at the MCC this spring, the date is TBD.
- Spring tree planting with the FFA in May, the date is TBD.

Heritage Day

- We received a Joy Grant for \$5,000 from the Initiative Foundation to support Monticello Heritage Days 2026. This is a new community celebration honoring our past and the stories that have shaped Monticello today. Join us on Saturday, June 13, 2026, at West Bridge Park & River Street for the inaugural Heritage Day as we come together to celebrate Monticello's history while enjoying a fun, family-friendly event designed for all ages. This special day will highlight our community's roots as a logging community during the 19th century timber boom, local traditions, and shared pride through engaging activities, entertainment, and opportunities to connect with neighbors. While the event is still in planning stages, we can confirm activities will include:
 - Lions Club Pancake Breakfast.
 - Lions Club Chuckwagon (concession stand).

- Historical Presentations.
- Bald Eagle Program by the Raptor Center.
- All American Lumberjack Show and Interactive Lumberjack Camps. (3 shows and 3 camps throughout the day).
- Paul Bunyan Live entertainment show.
- Trading Post/Maker's Market

We also have a chainsaw carving artist at the ready provided we can receive additional donations. Other activities are also in the planning stages.

We have set up sponsorship levels on the city website for the event. Please visit: <https://www.monticellomn.gov/740/Heritage-Day> for more details.

With the opportunity to host this special event, we have chosen to do this in lieu of Walk & Roll this year. However, Walk & Roll may return in subsequent years.



FEBRUARY 2026

COMMUNITY CENTER

Memberships

- We ended January with 2,725 total memberships and 5,121 active members.
- We had 77 new Medicare supplemental insurance plan members, SilverSneakers, Renew Active, Silver & Fit, etc.
- Daily pass revenue exceeded budgeted target in January by

Aquatics

- Winter swimming lessons began and most classes are full. We again have a large request for Individual Lessons.
- In-services for pool staff were conducted in February. Staff reviewed emergency action procedures, policy enforcement, CPR , emergency extractions along with rescues skills.
- Registration for Spring 2026 lessons will begin in a few weeks.

Programs

- The warming house at 4th street rink closed after February 16. Ice conditions deteriorate this time of year.
- Applications are available for farmers market vendors however, we are already looking at a full market with returning vendors.
- Sponsorship information for summer events is online so we can start soliciting sponsors.

Rentals

- Had Battle of the Bands, Cargill/MHS Rally to Ready, Bloodmobile, Stellis Health all staff meeting for some of our larger rentals.
- Continue to work with Jay-Jay from the Senior Center to get the space ready for rentals.

MontiArts

February 2026

**STAY IN THE KNOW
GET THE NEWSLETTER AT
MONTIARTS.COM**

*Are YOU ready?
DJ party, Fire Dancers
& More!*

GLOW IS COMING!
Saturday February 28th
6:00-9:00pm

*Lantern Workshops
or bring your own wearables!*

MontiArts
Building GlowFest Together

In the weeks leading up to the festival, community members of all ages create lanterns and collaborative artworks that become part of GlowFest itself—making art with and for the community.

Workshop Opportunities

Family Lantern Make & Take Workshops
FREE Family Lantern Workshops with artists from In the Heart of the Beast Puppet & Mask Theatre—create one glowing lantern per family team to carry at GlowFest!
2 sessions- Tues Feb 17th or Feb 24th 6-9pm
Tues Feb 17th or Feb 24th 6-9pm
Sign up here!

Family Make & Take- Troll hat workshop
Family or Team workshop (parents will need to help due to hot glue, pins or for making GlowFest wearables!)
Open house style, registration necessary for supplies and staffing.
Saturday, February 21st 9am-Noon
Sign up here!

Kids Studio Art Series with Artist Aryn Litt!
Learn artistic skills in six technique-based workshops designed for young creators.

Saturday, February 14th
Uncover the art of animation—explore its history, craft a flip book, and paint a cell. Artful eggs, depart inspired.

Monday, February 16th
Create a character and bring it to life with clay. Add texture and detail with a variety of materials.

Saturday, March 28th
Create a character and bring it to life with clay. Add texture and detail with a variety of materials.

Saturday, April 18th
Light up your creativity in this easy Pokemon drawing class. Learn to draw Pokemon characters while enjoying the fun!

Saturday, May 2nd
Join us to draw Minnesota's wild animals. Use paint, brush, water, and other supplies, using various art materials while exploring their habitats and unique traits.

MontiArts
www.montiarts.com

MontiArts
IN THE HEART OF THE BEAST

Signups are closed... but the glow is growing. Our team is hard at work on a large lantern creation you'll have to see to believe. Catch it shining at GlowFest!

HOW TO GLOW

- ARRIVE AT MCC BETWEEN 6-6:30 PM, SAT, FEB 28TH**
- FIND YOUR FRIENDS AND PICK OUT A LANTERN- BIG OR SMALL- TO CARRY IN THE PARADE**
- PICK YOUR SPOT IN THE PARADE IN THE ALLEY OUTSIDE THE GYM**
- PARADE LEAVE MCC AT 7PM SHARP! WALKING DOWN WALNUT TO WEST BRIDGE PARK**
- PARTY AT WEST BRIDGE PARK! PROJECTION ARTISTS, DJ PARTY, FIRE DANCE SHOW, MINI DONUTS AND MORE!**

ADULT OPEN STUDIO AT MONTIARTS

Bring your own materials & Join us!
Tuesdays 9am-Noon
Weds & Thurs 6-9pm
Newcomers welcome!

At MontiArts- 213 W Broadway

GlowFest26

Saturday, Feb 28th 6-9pm

Please join us!

Going on right now at MontiArts:

- Large Lantern Building Workshop- Led by 2 artists from In The Heart of The Beast Puppet and Mask Theater (Mpls)- attended by 20 people from Monticello and surrounding communities. We are working on a larger than life Unicorn with moving legs and head. It's going to be the star of the show!
- 2 Small Lantern Building- Make and Take Workshops- Led by 2 artists from In The Heart of The Beast Puppet and Mask Theater (Mpls), Tuesdays, Feb 17th and 24th
- How to GLOW! Show up at the MCC between 6-6:30 to grab a lantern, large or small, Line up outside in our party-zone, Parade leaves MCC at 7PM and walks down Walnut to West Bridge Park where we will have a Glow DJ, 2 Projection Artists, Mini Donut Truck and a Fire Dancing Show!
- We're grateful to **CMAB (Central MN Arts Board)** for helping bring our lantern workshops to life and for supporting GlowFest for the Monticello community.
- We have successfully completed an application for a large scale public art piece with the MSAB (MN State Arts Board). The application is for the Arts Education Grant and we will not hear the results until August 26. We hope to have great news for you in August!
- Upcoming this spring: our CMAB funded Mosaic project will start back up in March, School District Art Show, Spring Floral Art Show, Teen Art Club continues, and more programming and classes to be announced soon. Stay Tuned!

Thank you for your continued support,

Erica Witzmann

Director, MontiArts