

**DRAFT  
CITY OF SAINT PETER, MINNESOTA**

**MINUTES OF THE PARKS & RECREATION ADVISORY BOARD**

**October 14, 2014**

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board was conducted in the Conference Room of the Department of Public Works on October 14, 2014.

A quorum present, Chairperson Stu Douglas called the meeting to order at 7:00 p.m. The following Board Members were present: L. Lee Alger, Steve Alger, Charles Burgess, Stu Douglas, Bill Kautt, Michael Looft, Mike Meffert, and Larry Potts. The following Board Members were absent: Jeff Brand and Dave Ringler. The following ex-officios were present: Jane Timmerman, Recreation & Leisure Services Director.

**Approval of Agenda** – Larry Potts made a motion, seconded by Steve Alger, to approve the agenda. With all in favor, the agenda was approved.

**Approval of Minutes** – Bill Kautt made a motion, seconded by Larry Potts, to approve the minutes of the September 15, 2014 meeting with corrections. With all in favor, the minutes were approved.

**Visitors** – Keith Hanson, St. Peter Adult Softball Association.

**Unfinished Business:**

- A. *Vet's Field & Ramsey Park Upgrades/Changes*** – Jeff Knutson informed the Recreation Department and the Public Works Department that the Baseball Association plans to wait until spring 2015 to pursue upgrades to Veteran's Park Baseball field.

In lieu of the improvements to Veteran's Park this fall, the association would like to partner with the city to provide a backstop/fencing to the new ballfield at Ramsey Park in order to make the field more playable for the 2015 season for youth age 12 and under. The Baseball Association plans to donate \$10,000 towards this \$14,000 project and is requesting that the City contribute the remaining \$4,000. A. Lee Alger made a motion recommending approval of the placement of the backstop/fencing at Ramsey Park, recommending acceptance of the donation from the Baseball Association, and recommending that the City of Saint Peter contribute funds in the amount of \$4,000 to complete the project. Motion seconded by Bill Kautt. With all in favor, motion passed.

- B. *Veteran's Memorial Update*** – Pete Moulton reviewed the status of the Veteran's Memorial.

**New Business**

- A. *St. Peter Softball Association*** – Keith Hanson of the St. Peter Softball Association attended the meeting to report that the paver project and irrigation of field two at Jefferson Fields is complete. The next project the Softball Association would like to undertake is to add lights to fields two and three. He proposed that the Softball Association would be willing to provide substantial funding; they raise approximately \$9-11,000 per year. When lights were installed on JF1 & JF4 the City paid up front for the lights & installation and the SA reimbursed the City on an annual basis. Perhaps a similar arrangement could be made to place lights on JF2 & JF3. Public Works will contact various companies and obtain estimates/bids for this project. Jane

will talk with the City Administrator. Information obtained will be discussed at the February 2015 Park and Rec Advisory Board meeting.

- B. *Outdoor Sports Facility Tournament Policy*** – Recreation Director Jane Timmerman distributed copies of the current policy with changes highlighted. As the document was reviewed members provided feedback and questions. Timmerman will integrate changes and bring a new document to a future board meeting.
- C. *Review of updated Draft Master Parks Plan*** – Members will receive the final draft plan by email for review in preparation for the November meeting.

### **Reports**

Jane Timmerman shared an update from Recreation & Leisure Department.

1. 2014 Pool report handout was given showing statistics on pool attendance, swim lesson registrations, concession revenues/expenses, etc.
2. The Recreation Department Halloween Fun Run will be held on October 25.

Tim Mayo reported on:

1. Play Structure at MVED, 801 Davis Street – The City and School are working to install play equipment by this fall.
2. Update on Washington Avenue Link Project – Shared with the group what is currently happening on the construction.

**Adjournment** – Lee Alger made a motion, seconded by David Ringler to adjourn the meeting. With all in favor, the meeting was adjourned at 9:05 p.m.

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Stu Douglas, Chairperson

ATTEST:

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Larry Potts, Recording Secretary

Note: Secretary signs when approved at next meeting, whether or not secretary was at the actual meeting. Chairperson attests to the signature.