CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, March 18, 2019

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board was conducted at the Public Works office.

A quorum present, Chair Mike Looff called the meeting to order at 7:00 p.m. The following Board Members were present: Mike Bidelman, Susan Carlin, Al Christensen, Brian Fremo, Eli Hoehn, Ryan Kupcho, Mike Looff, Sarah Nielsen and Laura Zender. The following Board Members were absent: Roger Parras and Jordan Paula. The following ex-officios were present: Pete Moulton, Public Works Director; Joey Schugel, Director of Recreation and Leisure Services.

Visitors – Angie Glassel, Administrative Secretary – Public Works.

Approval of Agenda – Mike Bidelman made a motion, seconded by Brian Fremo, to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes – Eli Hoehn made a motion to approve the minutes, seconded by Sarah Nielsen to approve the minutes of the January 22, 2019. With all in favor, the minutes were approved.

Unfinished Business:
A. Community Spirit Park Updates – Pete Moulton provided an update.
   1. Enhancements 2018: Once the park dries these enhancements will be completed in the first 30 days.
   2. Enhancements 2019: A list of school and city options for 2019 includes permanent storage, plantings, benches, shelters, permanent restrooms, picnic tables, field lighting, goal sets, and portable restrooms. These will be completed as the school and city budget permits.
   3. Flooding occurred in March, and the facility took on water from the west. After 5 days the water started to recede, and little damage was identified.

B. Park Improvements 2020: Based on needs identified in the Parks Master Plan and discussions with the Parks and Recreation Advisory Board, five categories were chosen with priority given to each one in the next five years. First priority for 2020 updates include playground equipment for Veterans Memorial Park; Stones, Riverside Mill Pond and McGill Parks. A DNR Outdoor Recreation Grant ($280,000) was completed for 2020 asking for funding of Veterans Memorial Park playground equipment and play surface.

New Business:
A. No new business to report.

Reports –
Chair Update (Looff)
1. No new business at this time.

Recreation & Leisure Department Updates (Schugel):
1. River Valley Dog Park Association (additional Dog Park) - Joey expected that the Association has started to raise fundraise by sending out sponsorship letters to local businesses. They have donation jars have been placed within the city with a goal to raise $60,000.
2. Special Events Update – Joey shared with the Board that the Snow Day in the Park was a great success. This event was in coordination with WinterFest week. The Daddy/Daughter dance was also successful with approximately 150 participants. St. Peter
Fiesta will be April 26, and all are welcome. Mark your calendars for Summer Celebration which is slated for August 5.

3. Pool — New play features will be added to the pool this year along with a new pool heater for the diving pit the pool will open June 1.

4. Seasonal Summer Employee Hiring — Applications were due March 15. The Recreation and Leisure department will hire around 50 seasonal staff to help with all summer activities.

5. Winter Hockey Rinks now closed after a long and successful ice season.

Department of Public Works Update (Moulton):

1. Hallett’s Pond Nature Area — The plan is to have improvements completed by early summer of 2019. The pier has been delivered and is in storage. Great River Greening Grant has been accepted and they will be doing shoreline plantings and putting in an island of plantings on May 18. A flyer was distributed to the Board and registration is required to participate in the planting event.

2. Minnesota Square Pavilion — Phase 2 bids have been authorized by the City Council. A preconstruction meeting is scheduled for April 1 with ground breaking shortly thereafter. The schedule requires the project to be completed by August 20, 2019. A portable stage has been rented for Blues Fest and 4th of July events. The Park is to remain open to the public but the Pavilion construction site will be fenced off.

3. Levee Park Sculpture Walk — Currently in the design phase; draft submittals will be submitted to the Parks Advisory Board when completed.

4. Seasonal Summer Employee Hiring — Applications were due March 15, seasonal employees may start as soon as April depending on the weather.

Adjournment — Mike Bidelman made a motion, seconded by Eli Hoehn to adjourn the meeting. With all in favor, the meeting was adjourned at 8:00 p.m.

ATTEST:

[Signature]
Mike Looft, Chair

[Signature]
Sarah Nielsen, Recording Secretary

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