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, Vice Chair Al Christensen 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 Looft, Sarah Nielsen, Roger Parras and Laura Zender. The following Board Members were absent: Jordan Paula and Mike Looft. The following ex-officios were present: Pete Moulton, Public Works Director; Joey Schugel, Director of Recreation and Leisure Services.

**Visitors** – Tim Mayo, Maintenance Superintendent and Angie Glassel, Administrative Secretary – Public Works.

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

**Approval of Minutes** – Mike Bidelman made a motion to approve the minutes with minor changes, seconded by Ryan Kupcho to approve the minutes of the March 18, 2019. With all in favor, the minutes were approved.

**Unfinished Business**
A. 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.

**Site Visits**
A. Levee Park – The Advisory Board walked around the park and discussed the flood plain and options that this park could provide.
   a. Levee Park Sculpture Walk – More updates to come.
B. Riverside Mill Pond – Discussed a trail to connect the two parks.

**New Business**
A. No new business to report.

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

Recreation & Leisure Department Updates (Schugel):
   1. River Valley Dog Park Association (additional Dog Park) - Joey reported that the Association has started to fundraise by sending out sponsorship letters to local businesses. 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 volunteers 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 plans 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 Brian Fremo to adjourn the meeting. With all in favor, the meeting was adjourned at 8:00 p.m.

ATTEST:

[Signature]  
Mike Looft, Chair

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.