CALL TO ORDER

APPROVAL OF AGENDA

APPROVAL OF MINUTES – July 20, 2015

VISITORS

A. Scheduling of Visitor Comments on Agenda Items  
B. General Visitors Comments

UNFINISHED BUSINESS

A. Park Identification Signage  
B.

NEW BUSINESS

A. Gault Park - Outdoor Sports Complex (Site Visit - Weather Permitting)  
B. McGill Park – Community Park (Site Visit – Weather Permitting)

REPORTS

A. Department of Recreation and Leisure Services Update  
1.  
2.  

B. Department of Public Works  
1. New City Park adjacent to the new High School - Update  
2.

ADJOURNMENT

Director of Public Works  
Pete Moulton
CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, July 20, 2015

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board was conducted at the Saint Peter Community Center – Traverse des Sioux Room on July 20, 2015.

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 (arrived at 7:30 pm), Mike Bidelman, Jeff Brand, Stu Douglas, Ryan Kupcho, Mike Meffert and Larry Potts. The following Board Members were absent: Charles Burgess, Mike Loof and David Ringler. The following ex-officios were present: Pete Moulton, Director of Public Works, Jane Timmerman, Recreation & Leisure Services Director.

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

Approval of Minutes – Mike Bidelman made a motion, seconded by Lee Alger, to approve the minutes of the May 18 meeting. With all in favor, the minutes were approved.

Visitors – Present was Tim Mayo, Maintenance Superintendent.

Unfinished Business:

A. Review of Parks Master Plan Draft – Pete discussed the process and feedback received from the Planning and Zoning Meeting and from meetings conducted with City staff. Feedback will be asked from the Advisory Board for setting policies and procedures going forward.

B. Parks Identification Standard Detail/Signage – We will be confirming a detail plate from Bolton & Menk and then bringing this to Council for approval. Once approved a quote will be given on the making of the sign.

Reports

Recreation & Leisure Department Updates

1. Pool Wibit – Jane updated about the Wibit and the great asset it has been to the pool to make it something different than other communities. In 2016 one more Wibit will be added.

2. Sand Volleyball - Jane shared that there are 16 leagues currently playing for this first season of summer volleyball.

3. Fall Brochure Planning – Fall planning has begun for the Parks & Recreation Department and if you have any ideas for classes or events to please share with her and her staff.

Department of Public Works Update

1. New City Park adjacent to the new High School – Pete gave an update on the status of the current project. The City is currently waiting for quotes for activities that will be performed during the construction from contractor Kraus Anderson. The school will have an open house in the upcoming months with groundbreaking in October 2015.
New Business

A. McGill Park – Larry Potts added this park as part of new business. He wanted to share with the Advisory Board the concern for this park. The condition, accessibility, overgrown weeds, trees down and dangerous trails were all expressed.

B. Saint Peter Area Dog Park – The Board traveled to the Saint Peter Area Dog Park to do a site visit and review the priorities of the park. The Board discussed what the usage of the park actually was and how to keep track. The priorities were all current and a recommendation to also add one highway sign from Highway 99 with an arrow to the Dog Park was suggested.

   During the site visit the open land was also mentioned for a future Archery Park, North of the Saint Peter Area Dog Park.

C. Gault Park – Not enough time was given and this site visit was tabled until next month’s meeting.

Adjournment – Mike Bidelman made a motion, seconded by Steve Alger to adjourn the meeting. With all in favor, the meeting was adjourned at 8:15 p.m.

ATTEST:

________________________________________
Stu Douglas, Chairperson

________________________________________
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.
Gault Park
1901 North Sunrise Drive
Saint Peter

Goal Statement: To provide area City residents with soccer sports complex and neighborhood park.

Class: Outdoor Sports Complex   Theme: Organized Sports, Neighborhood Park & Competitive Fields
Acreage: 19.9   Adopted By: St Peter Masons/Nicollet Lodge #54
Established/Background: Established by the City August 11, 1997 based on donation of land by Sam Gault on October 13, 1997.

Existing Facilities:
- Regulation Soccer Fields (3)
- Regulation Softball Field (1) 275'
- Trail - Around the park
- Restrooms/Shelter/Concession Stand
- Storage Shed, Glass Storage Shed, Garage
- Tire Play Structure
- Steel Play Structure
- Aluminum Bleachers (2)
- Drinking Fountains
- Lighted Parking Lot (200)
- Player Benches

Gault Park Improvements

<table>
<thead>
<tr>
<th>Priority</th>
<th>Item</th>
<th>Cost Estimate</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Signage</td>
<td>$ 970.00</td>
<td>2016</td>
</tr>
<tr>
<td>2</td>
<td>Additional Shaded Observation Area</td>
<td>$ 18,000.00</td>
<td>2017</td>
</tr>
<tr>
<td>3</td>
<td>Soccer Field Lights</td>
<td>$230,000.00</td>
<td>2018</td>
</tr>
<tr>
<td>4</td>
<td>Fencing ($22.50ft *350ft)</td>
<td>$ 7,875.00</td>
<td>2019</td>
</tr>
<tr>
<td>5</td>
<td>Wireless Softball Scoreboard</td>
<td>$ 4,500.00</td>
<td>2018</td>
</tr>
<tr>
<td>6</td>
<td>Wireless Soccer</td>
<td>$ 4,500.00</td>
<td>2019</td>
</tr>
</tbody>
</table>

Park Improvements Funded by Others:
- 2010 - Soccer Field Irrigation - Gault Family
- 2009 - Roof on Restroom/Concession/Shelter - Central Concrete
- 2004 - Steel Play Structure - St. Peter Masons/Nicollet Lodge #54
- 2004 - Player Benches - (2) Nicollet County Bank (2) Gault Family
- 2003 - Backstop & Softball Field Fence - Partial from Adult Softball Assoc.
- 1997 - Tire Play Structure - Kiwanis
- 1997 - Flag Pole - Gault Family
**Capital Improvement Project Description 2016**

**YEAR:** 2016  
**CATEGORY:** Gault Park  
**DEPT:** Public Works - Parks  
**PRIORITY:** Park Identification Signage  
**PROJECT GL NUMBER:** 101-45200-

**SOURCES OF FUNDS:**

<table>
<thead>
<tr>
<th>Reserves/Cash</th>
<th>Budgeted Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donation</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$700.00</strong></td>
</tr>
</tbody>
</table>

**Cost Details - Pillar**

| Existing | Black Stainless Steel Bars, ends capped, mounting plates welded. Quote is 1 set of 2 bars. | $770.16 |

| White Aluminum Blank | $100.00 |

| Aluminum 36x30 sign 2 sided with | $100.00 |

**Total Cost of Signage** $970.16

**PROJECT DESCRIPTION:**

**Pillar** - 
Concrete is poured into the City's form. Once cured the concrete pillar is painted to look like Kasota Stone. To install City staff will dig down 4’ and install concrete pillar.

**Sign** - 36x30 aluminum sign will attach to the concrete pillar with brackets and 2 steel bars.

**PROJECT HISTORY:**

The Parks Master Plan would like to create standard details for all City Parks an identification signage.

**Details:**

**Pillar** - The pillar is currently standing from previous work in creating Gault Park and would be used for the sign.

**Sign** - The sign would be mounted on the stone pillar by steel brackets and bars. The sign would be made from a blank white sign and outsourced for the design work. The sign would be printed on both sides.

**PARKS & RECREATION ADVISORY BOARD COMMENTS**

Priority #1 in the Parks Master Plan.

**PROJECT MANAGER:**

Tim Mayo, Maintenance Superintendent  
PHONE 507-934-0670  
EMAIL timm@saintpetermn.gov
YEAR: 2017

TIMELINE

CATEGORY: Gault Park

DEPT: Public Works - Parks

PROJECT NUMBER: 101-45200-

PRIORITY: Shaded Observation Area

SOURCES OF FUNDS:

<table>
<thead>
<tr>
<th>Reserves/Cash</th>
<th>Budget Item</th>
</tr>
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<tbody>
<tr>
<td>Donations</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$18,000.00</strong></td>
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</tbody>
</table>

PROJECT DESCRIPTION:

Pour a concrete patio 25'x52' with pergola on the east side of the existing concession stand building.

PARKS & RECREATION ADVISORY BOARD COMMENTS:

Priority #2 in the Parks Master Plan.

PROJECT HISTORY:

PROJECT MANAGER:

Tim Mayo, Maintenance Superintendent

PHONE: 507-934-0670

EMAIL: timm@saintpetermn.gov
YEAR: 2018
CATEGORY: Gault Park
DEPT: Public Works - Parks
PROJECT NUMBER: 101-45200-

PRIORITY: Lighting for Night Soccer Games

SOURCES OF FUNDS:

<table>
<thead>
<tr>
<th></th>
<th>Budget Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserves/Cash</td>
<td></td>
</tr>
<tr>
<td>Donations</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$230,000.00</td>
</tr>
</tbody>
</table>

PROJECT DESCRIPTION:

Soccer field lights -
(4) Musco Lights including poles, installation and turn-key.

PARKS & RECREATION ADVISORY BOARD COMMENTS:

Priority #3 in the Parks Master Plan.

PROJECT HISTORY:

Having one soccer field with lighting would increase our competitive fields use.

PROJECT MANAGER:

Tim Mayo, Maintenance Superintendent
PHONE: 507-934-0670
EMAIL: timm@saintpetermn.gov
## Capital Improvement Project Description 2019

<table>
<thead>
<tr>
<th>YEAR:</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>CATEGORY:</td>
<td>Gault Park</td>
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<tr>
<td>DEPT:</td>
<td>Public Works - Parks</td>
</tr>
<tr>
<td>PROJECT NUMBER:</td>
<td>101-45200-</td>
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### SOURCES OF FUNDS:

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</thead>
<tbody>
<tr>
<td>Donation</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$7,875.00</strong></td>
</tr>
</tbody>
</table>

### Cost Details

<table>
<thead>
<tr>
<th>$22.50 per foot x 350ft</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Cost of Fencing</strong></td>
</tr>
</tbody>
</table>

### PROJECT DESCRIPTION:

Install fence in areas where it is desired to control vehicle and recreational equipmentment to keep out of the park area. Fences would prohibit soccer balls from entering private property and prohibit private property expansion into the park. Fencing is $22.50/ft.

### PARKS & RECREATION ADVISORY BOARD COMMENTS:

Priority #4 in the Parks Master Plan.

### PROJECT HISTORY:

Fence would be located on the south end of the park to keep soccer balls out of Highway 22. The fence would be 8ft tall.

### PROJECT MANAGER:

Tim Mayo, Maintenance Superintendent
PHONE: 507-934-0640
EMAIL: timm@saintpetermn.gov
YEAR: 2019
CATEGORt: Gault Park
TIMELINE
DEPT: Public Works - Parks
PRIORITY: Wireless Soccer Scoreboard
PROJECT NUMBER: 101-45200-

SOURCES OF FUNDS:

<table>
<thead>
<tr>
<th>Reserves/Cash</th>
<th>Budget Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Donations</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$4,500.00</td>
</tr>
</tbody>
</table>

PROJECT DESCRIPTION:
One soccer wireless scoreboard would be installed on the southeast soccer field.
Electric = $1,000
(2) poles = $400
Concrete $175/yd = $250
Wireless Scoreboard = $2,850

PARKS & RECREATION ADVISORY BOARD COMMENTS:
Priority #5 in the Parks Master Plan.

PROJECT HISTORY:
To make our Gault Park a competitive field a wireless scoreboard would be a great addition.

PROJECT MANAGER:
Tim Mayo, Maintenance Superintendent
PHONE: 507-934-0670
EMAIL: timm@saintpetermn.gov
Capital Improvement Project Description 2018

YEAR: 2018

TIMELINE

PRIORITY: Wireless Softball Scoreboard

CATEGORY: Gault Park

DEPT: Public Works - Parks

PROJECT NUMBER: 101-45200-

SOURCES OF FUNDS:

<table>
<thead>
<tr>
<th>Reserves/Cash</th>
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<tr>
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<td>$4,500.00</td>
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</tbody>
</table>

PROJECT DESCRIPTION:

One soccer wireless scoreboard would be installed on the southeast soccer field.
Electric = $1,000
(2) poles = $400
Concrete $175/yd = $250
Wireless Scoreboard = $2,850

PARKS & RECREATION ADVISORY BOARD COMMENTS:

Priority #6 in the Parks Master Plan.

PROJECT HISTORY:

To make our Gault Park a competitive field a wireless scoreboard would be a great addition.

PROJECT MANAGER:

Tim Mayo, Maintenance Superintendent
PHONE: 507-934-0670
EMAIL: timm@saintpetermn.gov
McGill Park
1430 Leonard Street
Saint Peter

**Goal Statement:** To provide area City residents with a community park for hiking and a small playground.

**Class:** Community Park  **Theme:** Native Woods  **Acreage:** 9 acres

**Adopted By:** North Intermediate School - March 20, 2007

**Established/Background:** Established by the City May 24, 1950 as an abandoned railroad right-

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**Existing Facilities:**

- Trails through woods
- One homemade “T” swing set
- One regular swing
- One infant swing
- Geodesic Dome Climber
- Hillside 40’ slide with stairway
- Spring Toy
- Whirl - Small

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**McGill Park Improvements**

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<tr>
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<th>Cost Estimate</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Signage</td>
<td>$ 2,270.00</td>
<td>2018</td>
</tr>
<tr>
<td>2</td>
<td>Re-install benches along trail</td>
<td>$ 495.00</td>
<td>2020</td>
</tr>
<tr>
<td>3</td>
<td>Install benches near play equipment</td>
<td>$ 495.00</td>
<td>2020</td>
</tr>
<tr>
<td>4</td>
<td>Playground updates/improvements</td>
<td>$ 3,450.00</td>
<td>2021</td>
</tr>
</tbody>
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**Park Improvements Funded by Others:**

- **2014** - Stairway and landing area - Donated by Jordan Kienholz, Eagle Scout
- **Oak tree near Church St.** - Gustavus Adolphus College
- **Benches along trail** - North Intermediate School (Fourth Grade Class)
McGill Park currently only has Adopt-A-Park signage. The Parks Master Plan would like to create standard details for all City Parks an identification signage.

**Details:**
- **Pillar -** The City has a concrete form which was used previously at the Sunrise Water Tower. Staff is comparing the cost to do this project in-house or contract out.
- **Sign -** The sign would be mounted on the stone pillar by steel brackets and bars. The sign would be made from a blank white sign and outsourced for the design work. The sign would be printed on both sides.
**YEAR:** 2020

**CATEGORY:** McGill Park

**DEPT:** Public Works - Parks

**PROJECT GL NUMBER:** 101-45200-

### SOURCES OF FUNDS:

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>Donation</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL** $495.00

### Cost Details

<table>
<thead>
<tr>
<th>Bench (per bench)</th>
<th>$495.00</th>
</tr>
</thead>
</table>

**Total Cost of Signage** $495.00

### PROJECT DESCRIPTION:

Re-install additional benches along current trail.

### PROJECT HISTORY:

McGill Park currently does not have any benches along the trail as the donated benches from North Intermediate School were damaged. McGill Park is a great park to sit and relax and bird watch. More benches would be an asset to this park.

### PARKS & RECREATION ADVISORY BOARD COMMENTS

Priority #2 in the Parks Master Plan.

### PROJECT MANAGER:

Tim Mayo, Maintenance Superintendent

PHONE 507-934-0670

EMAIL timm@saintpetermn.gov
Capital Improvement Project Description 2020

**YEAR:** 2020  
**CATEGORY:** McGill Park  
**DEPT:** Public Works - Parks  
**PROJECT GL NUMBER:** 101-45200-

**TIMELINE**  
PRIORITY: Install Benches near play equipment

**SOURCES OF FUNDS:**

<table>
<thead>
<tr>
<th>Reserves/Cash</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Donation</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$495.00</strong></td>
</tr>
</tbody>
</table>

**Cost Details**

- Bench (per bench) $495.00

**Total Cost of Signage** $495.00

**PROJECT DESCRIPTION:**

Add bench near play equipment.

**PROJECT HISTORY:**

McGill Park currently does not have any park benches near play equipment.

**PARKS & RECREATION ADVISORY BOARD COMMENTS**

Priority #3 in the Parks Master Plan.

**PROJECT MANAGER:**

Tim Mayo, Maintenance Superintendent  
PHONE 507-934-0670  
EMAIL timm@saintpetermn.gov
YEAR: 2021

CATEGORY: McGill Park

DEPT: Public Works - Parks

PROJECT GL NUMBER: 101-45200-

PRIORITY: Playground equipment updates

SOURCES OF FUNDS:

<table>
<thead>
<tr>
<th>Reserves/Cash</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Donation</td>
<td>$3,450.00</td>
</tr>
</tbody>
</table>

Cost Details

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Toy (per toy)</td>
<td>$850.00</td>
</tr>
<tr>
<td>Swing Set</td>
<td>$2,600.00</td>
</tr>
</tbody>
</table>

Total Cost of Signage $3,450.00

PROJECT DESCRIPTION:

Add improvements to play equipment.
- 1 - Spring Toy
- 1 - Swing Set

Pebble under play structure.

PROJECT HISTORY:

McGill Park currently only has a small amount of play equipment. This would improve park use.

PARKS & RECREATION ADVISORY BOARD COMMENTS

Priority #4 in the Parks Master Plan.

PROJECT MANAGER:

Tim Mayo, Maintenance Superintendent
PHONE 507-934-0670
EMAIL timm@saintpetermn.gov