CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING  

Regular Parks & Recreation Advisory Board Meeting of April 17, 2017  
Public Works – 405 W St. Julien Street  
7:00 PM  

I. CALL TO ORDER  

II. APPROVAL OF AGENDA  

III. APPROVAL OF MINUTES – January 17, 2016  

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

V. NEW MEMBER OATH – Al Christensen  

VI. UNFINISHED BUSINESS  
   A. McGill Park Discussion  

VII. NEW BUSINESS  
   A. Voting of Officers  
   B. Veterans Field – Ballfield Updates  
   C. Veterans Memorial Park - Sidewalks  

VIII. REPORTS  
   A. Chairs Report  
      1. Fieldhouse Update  
   
   B. Department of Recreation and Leisure Services Update  
      1. Staffing Update  
      2. Summer Program Offers  

   C. Department of Public Works  
      1. Staffing Update – Full-time and Seasonal Workers  
      2. QR Update/Website/Signage – Larry Potts, Angie Glassel  
      3. Hallett’s Pond – Grant Opportunities – Tim Mayo  
      4. Orienteering – Traverse des Sioux – Tim Mayo / Mike Looft  
      5. Archery Range – Tim Mayo  

ADJOURNMENT  

Director of Public Works  
Pete Moulton
CITY OF SAINT PETER, MINNESOTA
Parks and Recreation Advisory Board

RESOLUTION 2017-01

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

A RESOLUTION RECOMMENDING ACCEPTANCE OF VETERANS MEMORIAL PARK
DONATION FOR DUGOUT IMPROVEMENTS BY ST. PETER BASEBALL ASSOCIATION

WHEREAS, the St. Peter Baseball Association is proposing improvements to Vets baseball field #1; and

WHEREAS, this donation would accomplish the Parks Master Plan improvements #8; and

WHEREAS, improvements would be completed and donated by the St. Peter Baseball Association; and

WHEREAS, the construction of a press box structure above the dugout for media coverage during games adds a value to the facility; and

WHEREAS, the St. Peter Baseball Association wishes to provide materials and labor; and

NOW THEREFORE, BE IT RESOLVED BY THE PARKS AND RECREATION BOARD OF THE
CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Parks and Recreation Advisory Board hereby recommends the St. Peter Baseball Association be allowed to provide the following field improvements at Veterans Field:

1. Construction of a press box above dugout for media coverage. (Parks Master Plan #8)

Adopted by the Parks and Recreation Advisory Board of the City of Saint Peter, Nicollet County, Minnesota, this 17th day of April 2016.

_____________________________________
Lee Alger
Chairperson

ATTEST:

_____________________________________
Larry Potts
Recording Secretary
CITY OF SAINT PETER, MINNESOTA

DONATION ACCEPTANCE FORM

Name of Donor: St. Peter Baseball Association

Address of donor: P.O. Box 8
St. Peter MN 56082

Donor's phone #: 607-469-0691 (Jeff Knutson)

Item(s) being donated: Press Box/Score/P.A. Area
*fulfilling Parks Master Plan goals.

Donated on behalf of: St. Peter Baseball Association

Estimated cash value: $39,100

Department donated to: Parks - Veterans Memorial Park

For City Use Only

Accepted by: ___________________________ Date: ___________________________

Department: ___________________________

Approved by City Council (if necessary): ___________________________
Finance Department notified: ___________________________

NOV/05
## Estimate

**NAME / ADDRESS**

St. Peter Press Box Addition

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>01.2 Building Permits</td>
<td>Building Permits approx.</td>
<td>800.00</td>
</tr>
<tr>
<td>04 Concrete</td>
<td>Concrete labor and materials from Kassulke Masonry</td>
<td>10,192.00</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Structural steel framing members</td>
<td>6,567.44</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Set of steps from MidCounty Fab with spindles included for handrail</td>
<td>8,600.00</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Wood framing materials for the roof</td>
<td>1,542.62</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Steel roofing materials</td>
<td>1,403.83</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Misc. framing or steel materials allowance</td>
<td>1,000.00</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Labor to install steel beams in existing dugout for wind load,</td>
<td>960.00</td>
</tr>
<tr>
<td>1 FRAMING</td>
<td>Labor to install steel beam for press box and all wood framing materials for roof, install metal roofing and all related flashing materials</td>
<td>4,340.00</td>
</tr>
<tr>
<td>01.1 Plans</td>
<td>Plans and design fee from LSE Engineers approx.</td>
<td>3,000.00</td>
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**PROJECT**

<table>
<thead>
<tr>
<th>ITEM</th>
<th>DESCRIPTION</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doors</td>
<td>METAL Door</td>
<td>700.00</td>
</tr>
</tbody>
</table>

**TOTAL**

$38,405.89

39,105.89
Press box Veterans Field
50' x 8' x 8' high.
12 courses 8" block, 8' side wall 16' high.
Pitch for roof, 48" door opening.
Bond beam last course, 2' #5's.
Core fill from center, corners, ends, jambs.
#5, vertical.
Drill 12 spigot #4's to match wall rein.
8" deep.
Core drill 4 - 6" holes thru existing
Slab and bond beam in 2' and 8' walls.
Core fill existing 4 cores thru slab
to new wall, 4' - 12' #5's.
To anchor bolts 4 in center, 2' - 2' walls.
Scaffold outside.
4' - 16" dia post 4's with 3 #5's each.
Core.
Saw cut existing slab 2' wide, 6' thick.
Dowel into existing foundation,
#5 rod mat 12" on center each way.
Pour with concrete 8" down from existing.
Pour last 8" after steel is set.

Kurt Kassulke