CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING

Regular Parks & Recreation Advisory Board Meeting of May 16, 2022
7:00 PM
Meet at Prairie Ridge Park – 2023 Essler Drive / Warren Park Visits (weather dependent)
or Community Center – Traverse des Sioux Room

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES – April 18, 2022 (action)

IV. VISITORS
A. General Visitors Comments

V. UNFINISHED BUSINESS
A. Traverse des Sioux – Bike Trail (trailhead draft sign attached)
B. Warren Park – (map attached)
C. McGill Park – (draft survey and map attached)

VI. NEW BUSINESS
A. Prairie Ridge Park Visit – (attached map)
B. Warren Park Visit
C. Donation - Traverse des Sioux – Nicollet County Trail Association (memo attached)
D. Donation – Jefferson Park - Adult Softball Association (memo attached)
E. Donation – Jefferson Park – St Peter Girls Fast Pitch Association

VII. REPORTS
A. Chairs Report
   1.

B. Department of Recreation and Leisure Services Updates (Joey)
   1. April Activity Reports (attached)
   2. Pool Opens
   3. Special Events
   4. Scholarship Process
   5. Youth Voice

C. Department of Public Works (Pete/Joel)
   1. Minnesota Square Park Construction
   2. Thompson Dog Park Shelter Construction
   3.

VIII. ADJOURNMENT
A. Next scheduled meeting Monday, June 20, 2022 at 7PM, TBD
CITY OF SAINT PETER, MINNESOTA
MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, April 18, 2022
7:00 PM
Traverse des Sioux Room, Community Center

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board meeting was conducted at the Saint Peter Community Center, 511 South Fifth Street – Traverse des Sioux Room.

A quorum present, Barb Regner, Chair called the meeting to order at 7:33 p.m. The following Board Members were present: Trish Hiscock-Austin, Al Christensen, K. Angelique Dwyer, Brian Fremo, Rachelle Fuller, Samuel Mendoza, Barb Regner, Hayley Russell, and Dustin Sharstrom. The following Board Members were absent Darrell Pettis and Ceceli Polzin. The following ex-officios were present: Pete Moulton, Director of Public Works and Joey Schugel, Director of Recreation and Leisure.

Visitors – Joel Schmidt, Maintenance Superintendent and Angie Glassel Administrative Secretary.

Approval of Agenda – Fuller made a motion, seconded by Russell, to approve the agenda as submitted. With all in favor, the agenda was approved.

Approval of Minutes – Fuller made a motion, seconded by Fremo, to approve the March 18, 2022, minutes. With all in favor, the minutes were approved.

Oath of Office – K. Angelique Dwyer read her oath of office for her term on the Advisory Board.

Unfinished Business
A. Traverse des Sioux – Bike Trails – Schmidt shared an attached summary and a map of the park trail system. He shared that City staff is coordinating with volunteers to re-establish "Trail C" again. Damage from previous floods needs to be addressed before the trail is again safe. It was suggested to add the City's logo on the signage that will be posted at each entrance into the park.

B. Warren Park – Moulton shared that there are quite a few dead trees and branches that need to be cleaned up or removed from the tree line on the west side of the current park so that children or anyone walking with the urban forest does not get hurt. Notification has been mailed to all residents in the subdivision.

C. McGill Natural Resource Area and McGill Park – Schmidt shared with the Advisory Board the existing McGill Park has neighborhood playgrounds on the north and south ends with an urban forest in-between. The City is preparing to install sidewalk on the east side of Church Street funded by a Safe Routes to School (SRTS) grant in 2023. Clearing deadfall trees on the internal walking path is needed and future maintenance will help connect children walking to and from North Elementary. Planning to improve safety and provide a more visible route to school. The Board recommended that City staff survey the neighborhood to identify ways to upgrade this native Natural Resource Area of the park. A suggestion was made to increase the survey area to include residential areas up to 1,000 feet from the Park. Staff will review the area and come back with updates.

New Business
A. There was no new business.

Reports
A. Chairs Report (Barb)
   1. No report for this month.
Traverse des Sioux Park
The City of Saint Peter is seeking public input to better evaluate McGill Park and McGill Park Nature Area located at 1430 Leonard Street. This is one of Saint Peter’s most unique parks with walking trails through an urban forest, open green space, and a playground area. Please take a few minutes to answer the short survey questions, your feedback is appreciated.

**McGill Park and McGill Park Nature Area Survey Questions**

1. How often per month do you visit the McGill Park Nature Area?
   a. 0
   b. 1-4
   c. 5+

2. How often per month do you visit the McGill Park playground?
   a. 0
   b. 1-4
   c. 5+

3. What do you like most about McGill Park?
   a. The secluded trails
   b. The urban forest
   c. The playground area
   d. The open green space
   e. Other______________________

4. Rate the following on how what you would most like to be addressed?
   a. New Playground Equipment
   b. New/Repaired Benches on The Nature Trail
   c. Hazardous Tree and Deadfall Removal
   d. Nature Trail Expansion
   e. Wild Animal Control

5. Other Comments?
Memorandum

TO: Parks and Recreation Advisory Board

FROM: Pete Moulton
       Director of Public Works

       Joey Schugel
       Director of Recreation & Leisure Services

RE: Donation Acceptance – Jefferson Park

ACTION/RECOMMENDATION

Accept a donation from the Adult Softball Association and St. Peter Girls Fast Pitch Softball Association in the total amount of $20,000 for goods and materials to install of eight dugout covers on the four Jefferson ballfields.

BACKGROUND

Adult Softball Association and St. Peter Girls Fastpitch Softball Association have been primary user groups of Jefferson Fields over the years. Each Association has been committed to partnering with the City on improvements. Dugout roofs has been identified by City staff and the Associations as a necessary improvement to provide protection from the elements during use.

As required by the City’s donation policy, “Donations with an estimated value of $7,500 or higher must be accepted by the City Council during a regular Council meeting.” This donation would not obligate the Adult Softball Association and St. Peter Girls Fastpitch Softball Association to additional maintenance costs or future capital donations. City staff recommends acceptance of the donation.

There is no fiscal impact to the City for acceptance of the donation.

Please feel free to contact me if you have any questions or concerns about this agenda item.

PM/JS
Memorandum

TO: Parks and Recreation Advisory Board

FROM: Pete Moulton
       Director of Public Works
       Joey Schugel
       Director of Recreation & Leisure Services

DATE: May 9, 2022

RE: Donation Acceptance – Traverse des Sioux Nature Area

ACTION/RECOMMENDATION

Accept a donation from the Nicollet County Trail Association in the amount of $15,000 for goods and services to install a 30’ steel frame trail bridge; add a 48” diameter culvert and a 36” diameter culvert to the driving path at Traverse des Sioux Nature Area.

BACKGROUND

The Nicollet County Trail Association applied for and was awarded Federal grant funding to replace the existing trail bridge and culverts which are in a state of disrepair. The 30’ steel frame bridge will reestablish a single lane snowmobile crossing in the northwest corner of the park. The 48” and 36” culverts will reestablish the main service road to allow equipment the proper access needed for maintenance.

As required by the City’s donation policy, “Donations with an estimated value of $7,500 or higher must be accepted by the City Council during a regular Council meeting.” This donation would not obligate the Nicollet County Trail Association to additional maintenance costs or future capital donations. City staff recommends acceptance of the donation.

There is no fiscal impact to the City for acceptance of the donation.

Please feel free to contact me if you have any questions or concerns about this agenda item.

PM/JS
Saint Peter Recreation and Leisure Services Monthly Activity Report

April 2022

Recreation Programming

Not sure where the time has gone, if spring is going this quickly, I cannot imagine how quickly summer will go!

<table>
<thead>
<tr>
<th>Fitness</th>
<th>Daytime Pickleball</th>
<th>Evening Pickleball</th>
<th>Creative Play Place Children</th>
<th>Creative Play Place Adults</th>
</tr>
</thead>
<tbody>
<tr>
<td>144</td>
<td>204</td>
<td>184</td>
<td>148</td>
<td>44</td>
</tr>
</tbody>
</table>

With spring here and people eager to get outside our numbers did drop a little bit but that was expected. We want folks outside! Fitness gets so much praise and the folks attending those classes can’t get enough! They keep asking for more and bringing friends! Fitness celebrated their One Year Anniversary this past month with a special healthy treat during a Wednesday evening class! During spring break, we did say no to Pickleball and allowed that gym time to be available for the kiddos while they were off school. A handful took advantage of the extra gym time but not enough to justify doing so again next year. I will leave that time to Pickleball!

Youth programming went very well again in April. Family Open Gym had 52 people the first evening and then 46 people in attendance the second time it was offered! That is done for the year now and we will resume in the fall. Creative Play Place classroom is starting to become more popular than the gym time again. It seems to go in phases, which is interesting to follow.

Spring break was briefly mentioned above – there was a different activity offered each day. We offered Baby Sitting Classes for the first time in awhile and they were highly attended and had parents asking when we would offer those classes again. Exploration Recreation numbers were low, but that was a rainy crummy day, so folks probably thought we cancelled it even though we moved it in the gymnasium. It was unfortunate we didn’t have anyone attend eSports on Wednesday, but we had 46 kids attend throughout the month, so we are still happy with that program! We had a gentlemen come in to teach the kids juggling. This was a super fun event! There were 16 kids in attendance and about 6 of them really showed interest and wanted to get better. Friday, we tested out our new activity – 9 Square in the Air. It’s just like four square, but in the air and 9 squares! It’s super fun! We had about 20 kids that day come and play. It was a fun week but did hope for higher attendance.

<table>
<thead>
<tr>
<th>Babysitting Class</th>
<th>Exploration Recreation</th>
<th>eSports</th>
<th>Juggling</th>
<th>9 square in the air</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 kids</td>
<td>8</td>
<td>0</td>
<td>16</td>
<td>20</td>
</tr>
</tbody>
</table>

As for special events in April, Parent’s Night Out was a big hit! We ended up with 20 kids registered. It was a busy and fun evening! Early Release Day ended with 26 in attendance, Pickleball Clinic had 14 and the Photo Contest only had 2 this past month.

Adult Sports registration ended mid-April and leagues begin in May. Adult Coed Sand Volleyball ended with 11 teams, Men’s League Softball ended with 8 which is two teams more than the previous years and Coed Softball League ended with 10 very competitive teams so it’s a close game each night up at the fields.

Senior Programming

<table>
<thead>
<tr>
<th>Program</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lunch and Learn: Rock Steady Boxing</td>
<td>Lunch and Learn: Rock Steady Boxing</td>
</tr>
</tbody>
</table>
• **Winter/Spring 2022 Conclusion**
  o Lunch and Learn Series: Rock Steady Boxing
    - Erberts and Gerberts was used as a last-minute alternative as GAC misplaced the original order.
    - Total cost $154.79; River’s Edge covered cost.

• **Senior Expo: Red, White, Blue and YOU!**
  o Excellent feedback for the 2022 Expo from both vendors and attendees.
    - Patron specific feedback
      - Thank you for extra handicapped spaces
      - Please include sugar free items
    - Collections
      - Nicollet County Sheriff reported 30+ pounds of unused and expired medication were collected
      - Lions Club collected 31 pairs of eyeglasses and 4 sets of hearing aids
      - American Legion collected 21 flags for honorable retirement.
    - Advertising
      - St. Peter Herald, Shopper, postcard mailers, Senior Newsletter
    - Funds
      - $4885 is the estimate balance for the 2023 Senior Expo.
        o Balance as of March 31, 2022: $6,040.13

**Library**
- 9,031 checkouts
- 446 new items added to the catalog
- 51 new library card registrations
- 1295 active card holders
- 317 eBooks borrowed (Libby)
- 295 Audiobooks borrowed
- 623 items were requested through Encore (patron online card catalog)
- 90/70 Items borrowed/items loaned out via MNLink (InterLibrary loan)
- 276 Chromebox sessions used
- 2,852 wifi sessions used

**Programming and Events**

**Adult**
- The Saint Peter Library hosted author Allen Eskens on April 21. 70 people attended for an hour long talk with Q & A. The program was very well received. A grant from the Arts and Cultural Heritage Fund provided funding for this event.
• The SP library and Friends of the Library participated in the Senior Expo on April 21. Information about upcoming library programs and the Friends of the Library was given out.
• We celebrated National Library Week with daily posts on Social Media:
  o Library History Monday
  o National Library Workers Day Tuesday
  o Outreach Day Wednesday
  o Take Action for Libraries Thursday
  o Friends of the Library Friday
• Human Library Committee meeting - two volunteers in attendance
• Hosted a display from CADA for Sexual Violence Awareness Month

Children
• 1000 Books Before Kindergarten continues: 73 kids (345 books given away to date)
• Storytime
  o 4/6/22: 11 children Evening: 1 child/1 adult
  o 4/13/22: 14 children Evening: 2 children/2 adults
  o 4/20/22: 15 children Evening: 2 children/2 adults
  o 4/27/22: 9 children Evening: 0
• Maker Space Monday
  o 4/4: 3 4/18: 4 4/25: 2

Teen/Young Adult
• AniManga Club: 4/7/22-7, 4/21/22-7
• AniManga Lock-in: April 1-13 teens
• Dungeons and Dragons: 4/6/22-4, 4/13/22-4, 4/20/22-5, 4/27/22-6

Outreach
• ECFE Monthly Visit 4/25:
  o Morning Classes: 46
  o Afternoon Classes: 50
• Headstart: 8 visits, 118 children
• Kids Corner: 10 visits, 124 children
• MRCl: Roughly 15 patrons visit each week
• MNVSED Students: Roughly 15 students each week
• Your Next Stack Subscription Service: 2

Facility Use

Saint Peter Community Center room reservations
• Rec program used 219 1 time, 217 2 times, 310B 5, Gym 22 times and Creative Play Place room 127 16 times, Library meeting room 10 times
• Senior and Adult Rec program used 219 9 times, 217 1 time, 215 10 times, Gym 36 times Library meeting room 2 times and 310A 25 times
• Library used Library meeting room 12 times and 219 1 times.
• City used 219 2 time, 217 2 time, 215 1 time, 300 6 times and 102 2 times
• Tenants used 102 1 times, 104 2 times, 215 6 times, 217 5 times, and the Gym only on cold days.
• School used 300 1 time.
• St. Peter Lutheran School used Gym 15 times for phy ed class.
• St. Peter Volleyball Association used the Gym 7 times for practice and 3 times for tournament.
• Girl Scouts used 217 5 times, 104 2 times and 102 4 time.
• 4-H groups used 219 3 times and 102 4 times.
- MRCI used 102 2 times.
- Stride used 104 8 times
- Girls on the Run used 310B 6 times
- Good Counsel did tutoring in 104 4 times
- Gustavus Spanish class 219 5 times, 217 3 times and Creative Play Place room 127 8 times.
- Fee waived for room use 11 times.
- Rental:
  - 219 – 7 times
  - 217 – 2 time
  - 102 – 9 times

**Park Shelters**
- MN Square – 1 Fee Waived
- Gorman Patio – 1 Tenant, fee waived

**Field Use**
- Rec used Jefferson Field 2 and 3 4 times for youth programming.
- School District Baseball used CSP N 15 practices, 3 games and CSP S 15 practices, 5 games and Vet’s 1 11 practices, 3 games and 2 11 practices, 2 games. School District Softball used CSP 1 4 practices, 1 game and CSP 4 practices, 1 game, Jefferson Field 1 12 practices, 3 games, Jefferson Field 2 12 practices, 2 games, Jefferson Field 3 13 practices and Jefferson Field 4 12 practices, 3 games.
- Soccer Club used CSP 7 6 practices, CSP 8 2 practices, CSP 9 5 practices and CSP 10 3 practices, Gault 1a 2 practices, Gault 1b 3 practices and Gault 3a 2 practices, Vet’s Turf 9 practices.
- St Peter Girls Fast Pitch used CSP 1 7 practices, CSP 4 4 practices, Jefferson Field 4 1 practice and Stones 1 practice.
- St Peter Baseball Association used Gault 9 practices, Ramsey 6 practices, John Ireland 6 practices and Jefferson Field 3 5 practices.

**Riverside Campground Rentals**
Closed for Season

**School District Use**
- Middle School Gym – Open Basketball (3) times
  - Open Soccer (3) times
- Middle School Auxiliary Gym - Fencing (3) times
Summer Kickoff

Monday June 6
Gorman Park
5:30-7:30 P.M.

bounce houses * food trucks * prizes
emergency vehicles * games * activities

SUMMER REC ACTIVITIES

Oceans of Possibilities
SUMMER READING PROGRAM

TEDDY BEAR BAND 6 P.M.

JUNK FUNK DRUM CIRCLE 7 P.M.

This event is formerly known as Summer Celebration at the pool.

Saint Peter
Public Library & Recreation Department

Exploration Recreation
and the Library on the Loose

RIVER'S EDGE
Hospital-St. Peter

ST. PETER LAND & LEGACY AMENDMENT