

**DRAFT
CITY OF SAINT PETER, MINNESOTA**

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Tuesday, February 18, 2020

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 Michael Looft called the meeting to order at 7:08 p.m. The following Board members were present: Mike Bidelman, Emily Bruflat, Al Christensen, Brian Fremo, Eli Hoehn, Michael Looft, Sarah Nielsen, Shanon Nowell and Laura Zender. The following Board members were absent: Ryan Kupcho and Jordan Paula. The following ex-officios were present: Pete Moulton, Public Works Director; Joey Schugel, Recreation & Leisure Services Director.

Visitors – River Valley Dog Park Association – Abbey Lane, Paul Grochow, Bette Thompson; Jacob Yushta, Interim Maintenance Superintendent and Angie Glassel, Administrative Secretary– Public Works.

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

Approval of Minutes – Christensen made a motion, seconded by Bidelman, to approve the January 21, 2020 minutes. With all in favor, the agenda was approved.

UNFINISHED BUSINESS

A. Park Improvements 2020-20224 – Schugel reviewed with the Advisory Board the revised 2021 priorities from last month. Yushta reviewed the cost estimates of the concrete for the plaza and sidewalk connections throughout Minnesota Square Park. Moulton commented that this could be done in phases and with hopeful grant opportunities.

NEW BUSINESS

A. Authorize New Dog Park Naming – Discussion was made and suggests that the Dog Park be named “Thompson Dog Park”. Fremo made a motion to accept the name; Christensen seconded, all in favor, motion passed unanimously.

REPORTS

A. Chairs Report

1. Nothing additional to report at this time.

B. Department of Recreation and Leisure Services Update (Joey Schugel)

1. Recreation and Leisure Report (January) – An attached report was shared in the packet with the Advisory Board.

2. Special Events - Schugel shared the upcoming event Celebration of Culture will be on May 1. He also highlighted the library and senior programs.

3. Summer Staff Recruitment – Schugel shared that they are currently hiring for summer employment and all the information can be found on the City’s website.

C. Department of Public Works (Pete Moulton & Jacob Yushta)

1. Minnesota Square Electrical (Discussion) – Moulton updated the Advisory Board by describing the proposed future uses of the park and provided a map showing the future electrical plans for the park. The improvements include development of a plaza area from the pavilion to College Avenue. This area would host food vendors for events planned at the pavilion. The Public Works staff has met with interested groups that use the park for community events and has gathered insight on what the electrical needs are for the events planned at the Park. These community events have sponsors who have committed funds to

- make improvements specifically for their needs. Public Works staff will move forward with preparing a draft plan and estimate for minor fixes for 2020 and a full plan for 2021
2. Levee Park - A cost estimate is currently being evaluated and fundraising has begun. The Arts Council has decided to update the design from an elevated walking platform to an at ground level improvement. Staff will continue to meet with the Arts Council and Landscape Architect on the project.
 3. Additional Dog Park – The City Council accepted the donation and authorized for construction to begin.
 4. Hallett's Nature Area – Sand and fill has been hauled into the area in preparation of installation of the asphalt trail. The area is now experiencing high water levels and has been stabilized for the year. Work will resume in the spring of 2020. Staff continues to work with a private developer on the property south of Hallett's Pond to include a park setting.
 5. Veterans Memorial Park Playground Construction – Yushta updated the Advisory Board that construction bids are currently posted on the City's website and completion is anticipated to be completed by June 1.
 6. Summer Staff Recruitment – Moulton shared that they are currently hiring for summer employment and all the information can be found on the City's website.

SITE VISITS

Site visits will begin in the spring.

ADJOURNMENT

Bidelman made a motion, seconded by Christensen to adjourn the meeting. With all in favor, the meeting was adjourned at 8:00 PM.

Next scheduled meeting *Monday, March 16 at 7 PM*, Public Works



Sarah Nielsen, Recording Secretary



Michael Loof, Chair