

CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, May 18, 2020

MEETING CONDUCTED BY ELECTRONIC MEANS

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board was conducted via electronic means from 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, Al Christensen, Eli Hoehn, Ryan Kupcho, Michael Looft, Sarah Nielsen, Jordan Paula and Laura Zender. The following Board members were absent: Emily Bruflat, Brian Fremo and Shanon Nowell. The following ex-officios were present: Pete Moulton, Public Works Director; Joey Schugel, Recreation & Leisure Services Director.

Visitors – Scott Schroeder, Maintenance Superintendent and Angie Glassel, Administrative Secretary – Public Works.

Visitors Comments: Board Member Laura Zender read an email from a neighbor of Veteran's Park who questioned the new light being installed at Veterans Memorial Park Soccer Rink. The concern was the light may extend the games longer than 10:00 P.M. and the neighbor was concerned the noise raised because of the volume of people would be a distraction to the family and their children. Discussion was held on the intent of the light and that it would be on a timer, similar to that of the tennis complex which shuts off at 10:00 P.M. The Parks Advisory Board member will follow back up with the complaint and share insight from the Advisory Board.

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 Nielsen, to approve the April 20, 2020 minutes. With all in favor, the agenda was approved.

UNFINISHED BUSINESS

A. COVID-19 Updates

1. Swimming Pool Operations – Schugel gave an update they hope to open the pool depending on the Governor's recommendations in the upcoming month. It takes approximately two weeks to do start-up of the pool.
2. Recreation Update – Schugel gave an update that the Community Center building and Library are currently closed to the public, but the tenants are still in service within the Community Center. Programming for the beginning of the summer will be virtual or in person following guidelines with smaller groups.
3. Public Works Update – Moulton gave an update that Public Works building is closed to the public, but operations are open and moving forward day to day. Park restrooms are anticipated to open on June 1 and will be cleaned once daily.

B. Community Spirit Park (CSP) Restroom Facilities – Moulton shared a draft concept map of the proposed two restroom facilities at the park. Funding was not budgeted for 2020 and this

work is being anticipated to assist the school with their funding availability. Moulton will keep the Advisory Board up to date as needed.

NEW BUSINESS

A. Parks Naming Policy – Moulton explained the Council has asked the Advisory Board to develop a “Parks Naming” policy. The purpose of the policy is to establish consistent standard procedures and guidelines for the naming of public parklands owned and operated by the City of Saint Peter. In an ideal situation the Parks and Recreation Board would choose the name and bring forward a recommendation to the City Council who would then make the final naming decision.

The process would be Public Works staff will notify the Parks Board about proposed naming opportunities. Staff will work with interested parties, the public, donors and sponsors to arrive at a consensus for naming considerations. The Parks and Recreation Board will discuss at a regular monthly meeting and come to a conclusion. The endorsement of the Parks and Recreation Board will be subject to final approval or amendment by City Council action.

While the renaming of parks is strongly discouraged there does arise in certain situations, a need to rename a Park. Typically there is a long standing history associated with the initial naming and the consideration to rename a Park will be evaluated after lengthy consideration. The equivalent criteria will be used as stated above in renaming.

The Parks and Recreation Advisory Board recommends the Parks Naming Policy to the Council. Bidelman made a motion, seconded by Nielsen, to recommend this policy to the Council. With all in favor, the recommendation was passed unanimously.

B. Events at Minnesota Square Park – Moulton highlighted that upcoming events thru July 30 have currently been cancelled for this summer at Minnesota Square Park.

REPORTS

A. Chairs Report (Mike)

1. Nothing at this time.

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

1. April Activity Report (attached) Schugel reviewed with the Advisory Board the included monthly activity reports. He shared with the Advisory Board as the Recreation Department moves forward and things become open all CDC guidelines are being followed.
2. Summer Programming – Schugel shared the summer flyer was sent online this year and done all in house. Registration for summer programs is now open and hopeful to add more programs as the Governor announces updates in the future.

C. Department of Public Works (Pete)

1. Levee Park – Moulton updated the Advisory Board that the committee hasn't met during the past month.
2. Additional Dog Park – Schroeder updated the Advisory Board that the park will be opening soon.
3. Hallett's Pond Nature Area – Schroeder shared with the Advisory Board that the trail has been installed and the fishing pier should be opening soon.

4. Veterans Park Playground Improvements Project – Schroeder shared with the Advisory Board that there are just some finishing touches and the park should open soon.

ADJOURNMENT

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


Michael Loft, Chair


Sarah Nielsen, Secretary