

CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, November 16, 2020 7:30 PM

MEETING CONDUCTED BY ELECTRONIC MEANS – SEE INFORMATION BELOW

Pursuant to due call and notice thereof, a regular meeting of the City of Saint Peter Parks & Recreation Advisory Board meeting was conducted virtually.

A quorum present, Board Chair Mike Looft called the meeting to order at 7:30 p.m. The following Board Members were present: Mike Bidelman, Emily Bruflat, Al Christensen, Brian Fremo, Eli Hoehn, Mike Looft, Sarah Nielsen, Shanon Nowell, and Laura Zender. The following Board Members were absent: Ryan Kupcho, Jordan Paula. The following ex-officios were present: Pete Moulton, Director of Public Works and Joey Schugel, Director of Recreation and Leisure.

Visitors - Scott Schroeder, Maintenance Superintendent.

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

Approval of Minutes - Nowell made a motion, seconded by Zender, to approve the October 19, 2020 minutes. With all in favor, the minutes were approved.

UNFINISHED BUSINESS

- A. COVID-19 Updates
 - 1. Community Center – Schugel shared that they are following State guidelines and allowing only 25% capacity for meeting room rentals. The open gym is currently closed but adult pickleball and the walking track are open.
 - 2. Public Works – The Public Works office will be closed soon to the public. Staff have been working together to make sure all work gets covered.
- B. Minnesota Square Park – 2021 Improvements Plan – Moulton and Schroeder shared with the Advisory Board the revamping of the Parks Master Plan is moving forward. This will be a new way to identify needs within each City park. The Advisory Board discussed and a motion to approve the resolution for the 2021 Master Plan Minnesota Square Parks improvements was made by Nielsen, seconded by Bidelman with all in favor the resolution was approved.
- C. Parks Improvements 2021 – 2024 Review – Moulton shared with the Advisory Board the priorities for the next two years beginning in 2021 with Minnesota Square Park and 2022 the focus will be on Shade Structures and Passive Picnic Areas. The priorities can be updated at any time. Bruflat asked about the Hallett's Picnic Area, Moulton shared the proposal is based on the City being able to acquire ½ acre of land, without the land this priority will be skipped for the year. Nowell asked about the Mill Pond Structure and repurposing. Schroeder shared that the structure is sound and just needs to be repainted, resulting in a cost savings over replacement.

NEW BUSINESS

- A. There was no new business to discuss.

REPORTS

- A. Chairs Report – There was nothing to discuss at this time.
- B. Department of Recreation and Leisure Services (Schugel)
1. October Activity Report (attached) – Schugel shared this year was the first year of Active Aging Week and was a success with all COVID friendly events held outdoors.
 2. Virtual Programming will remain as we move into the winter months.
 3. Winter Brochure – working with Community Education for possibilities online versus printing.
 4. Holiday Events – events have been planned and will be similar to 4th of July with events coming to homes instead of being held at the Community Center.
- C. Department of Public Works (Moulton/Schroeder)
1. Community Spirit Park (CSP) Restroom Facilities Update – Moulton updated that the City will work with a budget of \$155,000 and hope to have a project ready for bid in February 2021. Construction could begin this Spring/Summer and completed by Fall of 2021 when school begins.
 2. Compliments to Scott and his crew for all of their hard work in working to make sure CSP fields were all in good shape and ready to use with changing schedules due to COVID-19. CSP was heavily used with school soccer and football.

ADJOURNMENT

Bidelman made a motion, seconded by Fremo to adjourn the meeting. With all in favor, the meeting was adjourned at 8:00 p.m. Our next Advisory Board meeting will be held on Monday, December 21, 2020 at 7:00 p.m.



Sarah Nielsen, Secretary


Michael Looff, Chair