

CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

**Tuesday, February 22, 2022 7:00 PM
Saint Peter Public Works**

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 Public Works facility, 405 West Saint Julien Street.

A quorum present, Pete Moulton, Public Works Director called the meeting to order at 7:03 p.m. The following Board Members were present: Trish Hiscock-Austin, Brian Fremo, Rachelle Fuller, Samuel Mendoza, Ceceli Polzin and Barb Regner. The following Board Members were absent: Al Christensen, K. Angelique Dwyer, Hayley Russell, Darrell Pettis and Dustin Sharstrom. 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 – Fremo made a motion, seconded by Fuller, to approve the agenda as submitted. With all in favor, the agenda was approved.

Approval of Minutes – Regner made a motion, seconded by Fremo, to approve the November 15, 2021 minutes. With all in favor, the minutes were approved.

Oath of Office – Trish Hiscock-Austin, Samuel Mendoza and Ceceli Polzin read their oath of office for their term on the Advisory Board.

Election of Officers – Fremo made a motion to approve the 2022 slate of officers, seconded by Polzin. With all in favor, the 2022 slate of officers were approved.

- A. Chair – Barb Regner
- B. Vice Chair – Al Christensen
- C. Secretary – Brian Fremo

Unfinished Business

- A. Park Definitions (attached) – Moulton shared with the Advisory Board the parks definitions from the Parks Master Plan. The Advisory Board was made aware that City staff work closely with volunteer groups using a City park to assure needs are met. Included from the Parks Master Plan was also the park identification type and available acres of each park. A description of which parks are ADA Accessible within the City was also disclosed.
- B. 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. This may also be something that City staff will survey the neighborhood to see how we can upgrade this native Natural Resource Area of the park.

- C. Warren Park (maps attached) – Schmidt shared a map identifying the location of this park and the future boundaries of the park. Schmidt shared that there are quite a few dead trees or branches that need to be removed from the tree line on the west end of the current park so that children or anyone walking with the urban forest does not get hurt. Moulton showed the Advisory Board the future expansion of Clark Street in relation to the park. Before moving forward with clearing of dead trees, City staff will communicate with the neighborhood.

New Business

- A. Riverside Park – Disc Golf (summary and map attached) – Schmidt shared a summary and map identifying the park and the future plans of this park. He also noted that there will be MnDOT construction in 2023 that will not allow a direct entrance to the park. He is working with local businesses in close proximity to the disc golf course to create parking opportunities during construction.
- B. Traverse des Sioux – Bike Trail (summary and map attached) – Schmidt shared a 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 that needs to be addressed before the trail is again safe.
- C. 2022 Parks Improvements Update (memo and maps attached) – Moulton referenced to the Advisory Board of the memo and attached spreadsheet indicating the Parks Master Plan five year plan. This began with identifying citywide Park needs by the Parks and Recreation Advisory Board in 2020. Schmidt shared with the Advisory Board the upcoming improvements that will be made at Gault Park, Warren Park, Stones Park and Prairie Ridge Park.
- D. 2023 Parks Improvements (spreadsheet attached) – Moulton shared with the Advisory Board the priorities for 2023 and asked that the Advisory Board approve this list or recommend updates or changes at the March meeting.
- E. 2022 Meeting Schedule (attached) – Moulton shared with the Advisory Board the annual calendar for meetings and reminded the Advisory Board that they also serve as the Tree Advisory Board. The first meeting of the 2022 year for the Tree Advisory Board will take place in March.
- F. 2022 Parks and Recreation Advisory Board Roster/Terms (attached) – Moulton shared with the Advisory Board the attached roster and terms. If anyone has further questions on this attachment they can contact City staff directly.

Reports

- A. Chairs Report (Barb)
1. No report for this month.
- B. Department of Recreation and Leisure Services Updates (Joey)
1. December/January Activity Reports (attached) – Schugel shared with the Advisory Board typically they would receive one activity report for the previous month to review. Schugel highlighted the expansion of fitness activities is going well. E-sports has become a popular activity and community conversation with translation to some of the ethnic groups in the city.
 2. Winter/Spring Programming Brochure – Schugel highlighted some of the popular upcoming activities include the Daddy/Daughter Dance; Activities the full week of Spring break; and on May 6 the Community Center’s 20th celebration.
 3. Outdoor Ice Rinks – Schugel commented that there has been 12 hockey practices and open more than any other previous years. Kudos to the Parks Crew!
- C. Department of Public Works (Joel/Pete)

1. Minnesota Square Park Construction – Schmidt highlighted the map that was attached in the packet.
 - Mason’s Picnic Shelter – Footings have been completed and spring construction will begin with the hope of completed before July 4th.
 - North Plaza Phase 2 – A contractor has been chosen and will begin after July 4th and be completed before Rock Bend Folk Festival in September of this year.
 - DNR Outdoor Recreational Grant – Contractors have been chosen and plans are to complete all work by July 4th with the installation of sidewalk from: Hwy 169 to the Pavilion, circular walk in front of Pavilion and Saint Peter Area Veterans Memorial to the Pavilion.
2. Thompson Dog Park Shelter Timeline – Late spring early summer the shelter will be completed.
3. Emerald Ash Borer (EAB) Grant – City staff applied and received a grant from the Department of Natural Resources in the amount of \$128,480 over the next 5 years for tree planting and tree materials. This grant will help the City immensely to achieve the goal of every ash tree that is removed the City plans to replant two trees of varying variety as per the EAB Management Plan.
4. Seasonal Employees – Advertisements for summer seasonal help is scheduled to begin in March.

Adjournment- Regner made a motion to adjourn the meeting at 8:35 PM, seconded by Fremo. With all in favor, the meeting was adjourned.

Next scheduled meeting **Monday, March 21 at 7 PM.**



Brian Fremo, Secretary



Barb Regner, Chair