

CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, March 15, 2021 7:00 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, Laura Zender called the meeting to order at 7:03 p.m. The following Board Members were present: Mike Bidelman, Al Christensen, Brian Fremo, Rachelle Fuller, Eli Hoehn, Sarah Nielsen, Jordan Paula, Hayley Russel and Laura Zender. Shanon Nowell joined while the meeting was in progress. The following Board members were absent: Emily Bruflat. 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; Angie Glassel, Administrative Secretary.

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

Approval of Minutes - Nielson made a motion, seconded by Fuller, to approve the February 16, 2021 minutes. With all in favor, the minutes were approved.

UNFINISHED BUSINESS

A. Parks Master Plan Updates – Schroeder shared with the Advisory Board the “draft updates” for Jefferson, Riverside – Mill Pond and Warren Parks. After review a few suggestions were collected to gather information on “Community Needs”. One items was to develop a survey and invite the community to see if the deliverables for each park are on the correct track. Comment was also made to identify budget funding sources so to identify goals for each park and schedule updates and/or maintenance. Staff will bring back a draft survey for the Advisory Board to review before posting on our website and social media.

NEW BUSINESS

A. Levee Park Trail - Moulton shared a map of a proposed trail from the Broadway Avenue sidewalk through Levee Park along the river connecting to Riverside Park – Mill Pond. Staff will work to identify issues and return information to the Board. Comments were made to see if there were any grants available for this trail.

REPORTS

A. Chairs Report – There was nothing additional to discuss at this time.

B. Department of Recreation and Leisure Services (Schugel)

1. February – Schugel highlighted the activity reports from February. He shared that there has been an uptick in facility use and assisting with vaccinations.
2. All Association Annual Meeting – Schugel shared that this meeting takes place each year as a communication tool between all Associations and the City.
3. Summer Employment/Programming – Seasonal positions are now open for applications until mid-March. The pool plan is to open by Memorial Day weekend and is now at 50% capacity. Summer programing will be a mix of in-person and virtual.
4. COVID-19 Updates - Community Center – Schugel shared that they are following State guidelines and the Community Center is now back open.

C. Department of Public Works (Moulton/Schroeder)

1. Community Spirit Park (CSP) Restroom Facilities Update – Moulton shared a located map of where the restrooms would be located. He updated that the City will work with a budget of \$155,000 and it is currently being advertised with bids due on February 18, 2021. Construction could begin this Spring/Summer and completed in early fall of 2021 when school begins.
2. Summer Employment – All seasonal positions are now open with a deadline for applications in mid-March.
3. COVID-19 Updates - Public Works – All staff are following Minnesota Department of Health guidelines and are pre-screened each morning. All employees are required to wear face masks and recommended guidelines, employees are beginning to get their vaccinations.
4. Minnesota Square Park – 2021 Improvements Plan – Moulton shared with the Advisory Board the improvements that are planned for this year.
 - Plaza – a detailed map and scope of work was shared with the Advisory Board. This is a budgeted project planned to begin in the spring.
 - DNR Outdoor Recreational Grant – City staff have submitted the grant with a response expected in June. If this grant is awarded to the City it will be applied towards the planned and budgeted improvements at the park from the ring sidewalk to the pavilion plus a parking area. If the grant is not received the improvements in yellow on the attached map will not be completed.
5. 2022 Parks Improvements – Discussion was made on tying the improvements into a budget number.

ADJOURNMENT

Bidelman made a motion, seconded by Christensen 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, April 19 at 7:00 p.m.



Sarah Nielsen, Secretary



Laura Zender, Chair