

CITY OF SAINT PETER, MINNESOTA

MINUTES OF THE PARKS & RECREATION ADVISORY BOARD

Monday, September 18, 2023

7:00 PM

Public Works Office

405 W. St. Julien Street, Saint Peter, MN 56082

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 Public Works office.

A quorum present, Samuel Mendoza, Vice-Chair called the meeting to order at 7:00 p.m. The following Board Members were present: Lee Alger, Trish Hiscock-Austin, Brian Fremo, Rachelle Fuller, Samuel Mendoza, and Joshua Weisenfeld. The following Board Members were absent, Darrell Pettis, Ceceli Polzin and Dustin Sharstrom. The following ex-officios were present: Pete Moulton, Director of Public Works.

Visitors – Angie Glassel, Administrative Secretary. Curtis Thompson, Interim Maintenance Superintendent.

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

Approval of Minutes – Alger made a motion to approve the minutes, seconded by Fuller, to approve the June 20, 2023, minutes. With all in favor, the minutes were approved.

Unfinished Business

- A. Parks Master Plan Progress Report #4 (Discussion) – Moulton shared with the Board that the master plan is 30% completed. There will be a 60% draft at the October meeting.
 - Priorities were reviewed from the public survey and shareholders meetings. The outcome was safety, accessibility, quality improvements, connectivity improvements and trail expansion. More details will follow with these priorities throughout the creation of the master plan.
 - There will be a community open house on October 25 from 4:00 - 7:00 PM at the Community Center – St. Peter Room.
- B. Splash Pad Discussion (Attached Map) – a map showing the suggested location of the splash pad near the current outdoor pool was shared. The Advisory Board agreed that Gorman Park should be the splash pad location as a destination park. The Advisory Board also agreed that the pool itself could also use improvements, but not necessarily adding a splash pad. Staff was instructed to move forward with the Gorman Park plan with the splashpad located adjacent to Fifth Street

New Business

- A. Grass & Roots Outdoors – Hiscock-Austin shared that her business had applied for a Statewide Health Improvement Partnership (SHIP) grant and received it, included in the grant was one bike fixing station. Hiscock-Austin inquired if the City was interested in being a participant in locating the bike fixing station through the Parks and Recreation Advisory Board. Location is to be determined and it was recommended that Gorman Park, Veterans Park, and Traverse des Sioux Nature Area where the bike trails are located would be good locations. Hiscock-Austin will come back with more details at next month's meeting.

Reports

A. Chairs Report (Samuel)

1. Mendoza shared that he attended the new community space event at the “Old Library site” on Nassau Street across from City Hall. He said it should be a great resource for the community.

B. Department of Recreation and Leisure Services Updates

1. June/July/August Activity Reports – Moulton discussed the Recreation reports that were attached and highlighted the pool report in August.
2. Special Events – Staff referenced the attached food truck on Wednesday’s calendar and encouraged Advisory Board members to stop by Minnesota Square Park. Advisory Board members commented that they wish there were more evening food trucks for time to walk through and enjoy the park instead of during a lunch when most don’t have much time. Staff also highlighted the upcoming Oktoberfest events flyer.
3. Staffing – Moulton mentioned that John Stutzman has accepted the Director of Recreation & Leisure services position. John will be starting in October.

C. Department of Public Works (Pete/Curtis)

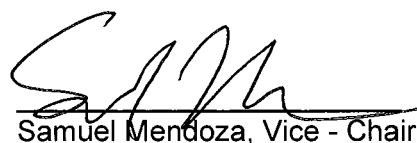
1. Hallett Park Nature-Based Playground Concept Update – Moulton shared that the developers are on track to finish the complex next spring, and playground equipment will be finalized and ordered for installation in the spring of 2024.
2. DNR Grants (Attached) – Moulton shared the status of current Emerald Ash Borer (EAB) grants the city received and that two more grants have been applied for.
3. Donation – MN Square Park Irrigation to Star Planter – Moulton shared that two donors came forward to cover the costs of irrigation to the star planter, located in the southwest corner of MN Square Park. Installation should hopefully take place this fall for planting flowers in the planter in the Spring.
4. Staffing – currently the Maintenance Superintendent and Forester positions are available and posted on the City’s website.

Adjournment- Alger made a motion to adjourn the meeting at 8:30 PM, seconded by Weisenfeld. With all in favor, the meeting was adjourned.

Next scheduled meeting **Monday, October 16 at 7:00 PM**.at Public Works office.



Brian Fremo, Secretary



Samuel Mendoza, Vice - Chair