

**City of Blue Earth  
Parks and Recreation Subcommittee Minutes  
Wednesday, December 21, 2022 @ 7:00 AM  
Council Chambers at City Hall**

**CALL TO ORDER**

Chair Ristau called the meeting to order at 7:07 am.

**ROLL CALL**

Members present: Chair Dan Ristau, Dave Kittleson, Ryan Northwick, and Brenda Smith

Members absent: Katie Alford

Also present: City Administrator; Mary Kennedy

**MINUTES APPROVAL**

The minutes from the November 16, 2022, meeting were presented for the Board to review.

***Motion by Northwick, second by Kittleson, to approve the minutes of the November 16, 2022, Parks and Recreation Subcommittee Meeting. The motion passed unanimously.***

**OLD BUSINESS**

**Parks Master Plan-Kickoff Meeting**

Kennedy and Ristau reported that the Council approved the Parks Master Plan. Kennedy presented an email from Bolton & Menk that included three possible dates for a kickoff meeting. The kickoff meeting will be 1- 2 hours long with discussions on goals and ideas moving forward. Kennedy mentioned that there are 2 vacancies on this subcommittee and any new members will be appointed Jan. 3rd. With this in mind, the kickoff meeting may want to be pushed slightly later than the first week of January. After a short discussion, the group agreed that Wednesday Jan. 18<sup>th</sup> in the evening would work for most. Kennedy agreed to see if that day works for Bolton & Menk.

**NEW BUSINESS**

**Baseball Association Invoice**

Kennedy went over the Facilities Agreement that was submitted and signed by Brent Legred for a baseball tournament July 7-10, 2022. Kennedy pointed out the invoice included in the packet which was to the Baseball Association for additional cleaning of the Fairgrounds restrooms done by Public Works Department on July 8, 9, 10 and 11 for the tournament. Kennedy communicated that Jamie Holland spoke with Brent Legred about the past due invoice. Legred expressed that Baseball Association should not have to pay the invoice as the tournament never happened, and they do not have the funds to pay. Holland informed him that the bathrooms were still cleaned, not knowing the tournament was cancelled. After a short discussion, the group decided that it would be the Baseball Association's responsibility to inform the city if there had been a cancellation.

***Motion by Smith, second by Northwick, to approve that the Baseball Association is responsible for paying the past due invoice. The motion passed unanimously.***

Kennedy brought forth for discussion, the Facility Use Agreement for the Putnam Park and Steinberg shelters. Kennedy explained that she has been conflicted on the process that is being used. For example, a \$50 reservation fee for a Sunday will hold the shelter for that day, but the City can not be certain it will be clean when arriving as a party without reservations could use it Saturday

or the morning of and leave a complete mess. Kittleson suggested having them take pictures of the mess upon arrival and then the City refund their \$50. Kennedy inquired if they should stop taking reservations altogether, but Ristau and Northwick voiced their disagreement. Kennedy then suggested just taking a \$50 deposit to reserve it, and not charging the \$50 fee, as the City cannot promise it will be cleaned upon arrival. The subcommittee agreed to charge a deposit fee only for the reservation.

#### **OTHER BUSINESS**

Kennedy noted the resignation of Bruce Ankeny from the Parks and Recreation Subcommittee.

***Motion by Northwick, second by Kittleson, to approve the resignation of Bruce Ankeny from the Parks and Recreation Subcommittee. The motion passed unanimously.***

Kittleson mentioned that the Active Living Coalition has a different role because there is no more funding available, but they are still advocating for improved sidewalks, signage, and bike safety programs. Kennedy explained that the Active Living group is more of an advocacy group whereas the Parks and Rec is a city entity. Therefore, advocacy is a big job that includes conversations with lots of groups, giving input, and advocating for things they believe in. Ristau noted that it is important to work together and for the Active Living group to communicate their plans with the Parks and Rec subcommittee.

#### **ADJOURN**

***Motion by Kittleson, second by Northwick, to adjourn the meeting. The motion passed unanimously.***

Chair Ristau adjourned the meeting at 7:51 am.