

CITY OF MAYER
PARKS & RECREATION COMMISSION MINUTES
 Tuesday, June 12, 2012

Commission Members Present: Council Liaison Etienne Stieve-McPadden, Commission Members Krista Goedel, Bob Johnson, Kristi Osborn and Elizabeth Butterfield.

Commission Members Absent: None

Others Present:

Staff Present: Luayn Murphy, City Administrator

I. CALL TO ORDER

The meeting was called to order at 6:30 PM. Chair Stieve-McPadden.

II. ADOPT AGENDA

On a motion by Commissioner Goedel and seconded by Commissioner Johnson to approve the agenda with the addition of planters and Old Schoolhouse Park. Motion carried 5/0.

III. MINUTES

On a motion by Commissioner Goedel and seconded by Commissioner Butterfield to approve the minutes of the May 8, 2012 meeting with spelling correction. Motion carried 5/0.

IV BUSINESS

CIP 2013

Park Board discussed the CIP for 2013. On a motion by Commissioner Johnson and seconded by Commissioner Osborn to approve the following CIP for 2013-2017. Motion carried 5/0.

Mayer Capital Improvement Plan-2013 (5 Year Plan)							
Project	Year	Priority	Est. Cos	Source of Funding			
				Cash Amount	Fund	Other \$	Debt \$
Restrooms Old Schoolhouse	2013		\$ 50,000		\$ 50,000		
Basketball Court	2013		\$ 10,000	\$ 10,000			
Benches/Picnic Tables	2013		\$ 6,000				
Soccer Fields	2013		\$ 10,000				
Grand Stand Awning	2013						
Park Trees & Shrubs (15 2.5Cal)	2014		\$ 6,000				
Fencing outfields 2&3	2015	Low	\$ 15,000				
Park Trees & Shrubs (15 2.5Cal)	2015		\$ 6,000				
Grand Stand	2015	Medium	\$ 200,000				
Sand Volley Ball (OSH)	2015		\$ 35,000				
Soccer Fields	2015		\$ 10,000				
Field Lights Field 1	2016		\$ 50,000				
Parking Area & Road to/from HWY 25 MP	2017		\$ 100,000				
			\$ 498,000	\$ 10,000	\$ 50,000	\$ -	
PARK							

Budget 2013

Park Board reviewed the 2012 and 2011 budgets and compiled the following 2013 budget. On a motion by Commissioner Johnson and seconded by Commissioner Osborn to recommend the 2013 to the City Council. Motion carried 5/0.

CITY OF MAYER

*Expenditure Budget Analysis

Current Period: May 2012

Account	2011 Budget	2012 Budget	2013 Budget	%Diff		%Diff	
				Diff From Last Yr	From Last Yr	Diff From Current	From Cur Budget
FUND 100 GENERAL FUND							
E 100-45000-110 Other Pay Boards &	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	-100.00%	\$0.00	0.00%
E 100-45000-300 Professional Srvs	\$2,000.00	\$0.00	\$4,000.00	\$2,000.00	-200.00%	\$4,000.00	0.00%
E 100-45000-360 Insurance (GENERAL)	\$2,000.00	\$1,900.00	\$2,000.00	\$0.00	-100.00%	\$100.00	5.26%
E 100-45000-370 Recreation Program	\$5,500.00	\$1,000.00	\$1,000.00	-\$4,500.00	-18.18%	\$0.00	0.00%
E 100-45000-381 Electric Utilities	\$200.00	\$200.00	\$500.00	\$300.00	-250.00%	\$300.00	150.00%
E 100-45000-400 Repairs & Maint Cont	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	-100.00%	\$0.00	0.00%
E 100-45000-430 Miscellaneous (GENERAL)	\$0.00	\$0.00	\$1,700.00	\$1,700.00	0.00%	\$1,700.00	0.00%
E 100-45000-490 Donations to Civic Org s	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
E 100-45000-500 Capital Outlay (GENERAL)	\$27,500.00	\$26,000.00	\$26,000.00	-\$1,500.00	-94.55%	\$0.00	0.00%
E 100-45000-530 City Beautification	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	-100.00%	\$0.00	0.00%
E 100-45000-720 Transfer Out	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	0.00%
FUND 100 GENERAL FUND	\$46,200.00	\$38,100.00	\$44,200.00	-\$2,000.00		\$6,100.00	
Grand Total	\$46,200.00	\$38,100.00	\$44,200.00	-\$2,000.00		\$6,100.00	

Electronic Sign Update

Staff did have Daktronics quote the sign that everyone was in agreement with at \$16,000. Staff will be discussing the sign further with Scott Wakefield at First Minnesota Bank.

Trees from Bayside Marine

As a part of the additional buildings a landscaping plan of the buildings is required or the property owner can plant trees in a City Park. The property owner agreed to plant trees in the park. Staff is proposing that 6 evergreen trees be planted along the north edge of Old Schoolhouse Park in the fall.

Planters

Staff received an invoice from By the Yard that the planters were going to cost an additional \$100 each or \$325 instead of the \$225. On a motion by Commissioner Stieve-McPadden and seconded by Commissioner Osborn approving the additional cost of the planters. Motion carried 5/0.

Update on Old Schoolhouse Park

Commissioner Stieve-McPadden updated the Park Board on the issues with Old Schoolhouse Park. Sod and field issues with the Park. Ball hops are a safety hazard to players and that holes need to be filled and seeded. Baseball Club is going to hire an expert to get the field into shape.

Next Meeting

Will be held on Tuesday, July 10, 2012 at 6:30 PM Staff will consult with the Chair on whether a meeting is needed.

Commissioners Report

Commissioner Johnson commented on the good job that the City Public Works does in keeping the fields ready for players. Commissioner Osborn brought up issues with trees in West Ridge Park and Meadow Park. Staff will have public works check into the issues.

Staff Report

None

Adjournment

On a motion by Commissioner Goedel and seconded by Commissioner Butterfield to adjourn the meeting at 8:05 PM. Motion carried 5/0.