

**CITY OF MAYER**  
**PARKS & RECREATION COMMISSION MINUTES**

Tuesday September 9, 2014

**Commission Members Present:** Council Liaison Etienne Stieve-McPadden, Commission Members Elizabeth Butterfield, Chad Bloom, Nate McNeilly and Krista Goedel.

**Commission Members Absent:** None

**Others Present:** None

**Staff Present:** Luayn Ruch-Hammond, City Administrator

**I. CALL TO ORDER**

The meeting was called to order at 6:32 PM by Chair Stieve-McPadden.

**II. ADOPT AGENDA**

On a motion Commissioner Goedel and seconded by Commissioner Bloom to approve the agenda with one addition: movie screen for the park. Motion carried 5/0.

**III. MINUTES**

On a motion by Council Liaison Stieve-McPadden and seconded by Commissioner Butterfield to approve the minutes of the August 19, 2014 meeting. Motion carried 5/0.

**BUDGET TO DATE**

Staff presented the following to date Park Board Budget.

**Park Board Budget 2014**  
 Current Period: August 2014

2013 Account Descr	2014 Budget	2014 2013 Amt	Adopted	YTD Amt
<b>FUND 100 GENERAL FUND</b>				
Dept 45000 Park and Rec				
E 100-45000-100 Wages and Salaries	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-110 Other Pay Boards &	\$1,000.00	\$1,320.00	\$1,500.00	\$240.00
E 100-45000-120 Employer Contrib Ret	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-180 Employee Withholdings	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-212 Motor Fuels	\$0.00	\$266.09	\$1,000.00	\$813.93
E 100-45000-300 Professional Svcs	\$4,000.00	\$1,693.46	\$4,000.00	\$3,114.69
E 100-45000-360 Insurance (GENERAL)	\$3,400.00	\$3,211.00	\$3,400.00	\$5,899.00
E 100-45000-370 Recreation Program	\$1,000.00	\$0.00	\$1,000.00	\$0.00
E 100-45000-381 Electric Utilities	\$500.00	\$155.90	\$500.00	\$92.07
E 100-45000-400 Repairs & Maint Cont	\$6,000.00	\$10,217.28	\$5,000.00	\$2,321.69
E 100-45000-430 Miscellaneous (GENERAL)	\$1,700.00	\$2,895.09	\$1,700.00	\$2,330.89
E 100-45000-490 Donations to Civic Org s	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-500 Capital Outlay (GENERAL)	\$26,000.00	\$30,155.03	\$26,000.00	\$0.00
E 100-45000-530 City Beautification	\$2,000.00	\$2,971.61	\$3,000.00	\$704.35
E 100-45000-720 Transfer Out	\$0.00	\$23,197.00	\$0.00	\$0.00
Dept 45000 Park and Rec	\$45,600.00	\$76,082.46	\$47,100.00	\$15,516.62
<b>FUND 100 GENERAL FUND</b>	<b>\$45,600.00</b>	<b>\$76,082.46</b>	<b>\$47,100.00</b>	<b>\$15,516.62</b>
\$45,600.00	\$76,082.46	\$47,100.00	\$15,516.62	

**Park Fund 220**

Staff presented information on the amount of the Fund 220 to date. Also, presented information on the revenues from the Mayer Moxie and 5k.

**Hockey Rink Liner**

Commissioner McNeilly will re-measure the skating rink liner to be assured that the measurements reflect the berm. On a motion by Commissioner Bloom and seconded by Commissioner McNeilly to authorize the purchase of a reinforced liner not to exceed \$2,500 after the size is verified. Motion carried 5/0.

**Little Free Libraries**

Staff requested direction from the Park Board on the placement of another Little Free Library. On a motion by Commissioner McNeilly and seconded by Commissioner Butterfield to install the Little Free Library in West Ridge Park on the NE corner where the trail makes a circle and to place the Library facing the north. Motion carried 5/0.

**Living Classroom**

Commissioner Bloom presented the grant application for the Living Classroom. On a motion by Commissioner Bloom and seconded by Commissioner Goedel to apply for the Living Classroom Grant in partnership with Pheasants Forever and Mayer Lutheran High. Motion carried 5/0.

**Information on Sand Bottom Pools**

Staff contacted the state and they are no longer permitting sand bottom pools.

**Information on Splash Pads**

Staff presented information on the Cottage Grove Splash Pad that is replacing the old swimming pool. Park Board would like further direction from the City Council on the Splash Pad.

**Proposed information on Parks for the Web Site**

Park Board reviewed chart that was compiled by Commissioner Goedel. Staff and Council Member Liaison Stieve-McPadden will work on new language for the web page.

**Mayer Moxie Proposal**

Jill Hahn has presented a proposal to the City for the Mayer Moxie Program for 2015 in the amount of \$1,200. She is proposing a three tier fee for the program. Park Board discussed the tier fee and instructed staff to contact Jill to find out if a flat fee would be more feasible. On a motion by Commissioner Goedel and seconded by Commissioner Butterfield. Motion carried 5/0.

**Grant Opportunity**

The Park Board reviewed a grant opportunity from Game Time. Park Board decided they did not want to pursue the grant opportunity at this time.

**Screen for Outdoor Movies**

Commissioner Butterfield completed research on the renting of a movie screen instead of purchasing. Park Board will consider renting for next year.

**Next Meeting**

The next meeting will be held on Tuesday October 14, 2014.

**Commissioners Report**

Commissioner McNeilly brought forward the idea of purchasing a portable electric sign for advertising of events.

Commissioner Stieve-McPadden informed the Park Board about some online classes she is taking on Parks and Park Boards.

It was brought to staffs attention that the weeds and the suckers on the trees in the parks need to be taken care of. Administrator will address the issue with public works.

**Staff Report**

None

**Adjournment**

On a motion by Commissioner Bloom and seconded Commissioner Butterfield to adjourn the meeting at 8:16 PM. Motion carried 5/0.