

**CITY OF MAYER**  
**PARKS & RECREATION COMMISSION MINUTES**  
Tuesday April 14, 2015

**Commission Members Present:** Council Liaison Etienne Stieve-McPadden, Commission Members Elizabeth Butterfield, Mike Dodge and Nate McNeilly.

**Commission Members Absent:** Krista Goedel

**Others Present:** None

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

---

**I. CALL TO ORDER**

The meeting was called to order at 6:35 PM by Chair Stieve-McPadden. The Chair welcomed new park board member Mike Dodge.

**II. ADOPT AGENDA**

On a motion by Commissioner Butterfield and seconded by Commissioner McNeilly to approve the agenda and to add ice skating rink and mini moxie. Motion carried 4/0

**III. MINUTES**

On a motion by Commissioner McNeilly and seconded by Commissioner Butterfield to approve the minutes of the March 10, 2015 meeting. Motion carried 4/0.

**Budget and Capital Improvement Plan**

Park Board reviewed the budget to date and the 2015 CIP.

**BUSINESS**

**Park Equipment - Lawn Mowers**

Council Liaison Stieve-McPadden reviewed the procedures for the Park Board on purchases and the Park Boards role as it relates to the City Council. She explained that the City Council at its March 23, 2015 meeting had the purchase of a lawn mower and a bat wing mower on the agenda. These purchases were for the mowing of the parks and staff had proposed using park board funds to pay for the equipment. The item was to come to the Park Board for their consideration but because of timing the City Council took action at its meeting on April 13, 2015. Much discussion about what department the lawn mowers should be paid for from. Discussion about how the bat wing mower would be more efficient and have a better cut for the parks. This item was discussion only with no action taken by the Park Board.

**Playground Inspection Policy**

Discussion about whether the inspections were being completed and that the park board would like to see an inspection sheet. Staff will check with public works to be sure that inspections are being completed. On a motion by Commissioner Dodge and seconded by Commissioner Butterfield to approve the playground inspection policy. Motion carried 4/0.

**Park Maintenance Policy**

On a motion by Commissioner Butterfield and seconded by Commissioner McNeilly to approve the Park Maintenance Policy. Motion carried 4/0.

**Additional Compensation for Mayer Moxie IV**

Jill Hahn is requesting additional compensation for the Mayer Moxie IV program. Park board discussed the funding and number of participants. On a motion by Commissioner McNeilly and seconded by Commissioner Dodge to pay Jill Hahn an additional \$1,000. Motion denied 0/4. On a motion by Council Liaison Stieve-McPadden to increase the fee to Jill Hahn by 50% of the original agreed amount of \$1,200 which would be an additional \$600 seconded by Commissioner McNeilly. Motion carried 3/1. (Commissioner Butterfield voting Nay)

### **Movies in the Park**

Last year the Park Board had discussed the possibility of sponsoring movies in the park. Park board had examined the possibility of purchasing a screen. Commissioner Butterfield brought forward the possibility of renting a screen for the first year. The Commission instructed staff to compile more information on the cost of rental of a screen and the copyright fees on movies for the next meeting.

### **Hanging Baskets**

Discussion about the placement of hanging flower baskets on the street light poles in the downtown. Staff completed research on how Watertown maintains their baskets. Commission instructed staff to contact the businesses to see if they would be interested in watering a flower basket. Commission would also like more information on pots for the downtown and instructed staff to contact By the Yard on the cost of an additional six planters.

### **Sand Volleyball**

This item was a return item from last month. Park board had made changes to the requirements for the sand volleyball courts. Staff provided an updated quote from Shawn Dalchow. On a motion by Commissioner Butterfield and seconded by Commissioner Dodge to recommend to the City Council to authorize Shawn Dalchow to construct the sand volleyball courts in the amount of \$14,790 and to purchase poles and nets. Motion carried 4/0.

### **Ice Skating Rink**

Park board was questioning when the skating rink liner was going to be removed. Commissioner McNeilly is going to coordinate with public works on the removal of the liner.

### **Mini Moxie**

Staff is suggesting that the City give a coupon to the kids for a free cookie from Ruby's Roost. The amount of the coupon would be \$1.50 and the City would reimburse Ruby's Roost for any redeemed coupons.

### **Next Meeting**

The next meeting will be held on Tuesday, May 12, 2015.

### **Commissioners Report**

Commissioner McNeilly suggested that the Living Classroom be relocated to the Drew property. Finalize Mayer Moxie 5K details for the next meeting.

### **Staff Report**

None

### **Adjournment**

On a motion by Commissioner Dodge and seconded by Commissioner Butterfield to adjourn the meeting at 8:20 PM. Motion carried 4/0.