

**CITY OF MAYER**  
**PARKS & RECREATION COMMISSION**  
**MEETING MINUTES**  
Tuesday April 11, 2017

**Commission Members Present:** Commission Members Alisa Johnson, Nate McNeilly, Mike Wegner, Troy Congdon and Council Liaison Elizabeth Butterfield.

**Council Members Present:** Mayor Dodge.

**Commission Members Absent:** None

**Others Present:** None

**Staff Present:** Kyle Kuntz, Public Works; Luayn Ruch-Hammond, City Administrator.

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**I. CALL TO ORDER**

Meeting was called to order at 6:30 PM by Chair McNeilly.

**II. ADOPT AGENDA**

On a motion by Commissioner Johnson and seconded by Commissioner Butterfield to approve the agenda with two additions additional park land and adopt a section of the Dakota Regional Trail. Motion carried 5/0.

**III. MINUTES/BUDGET/CIP**

**Minutes**

On a motion by Commissioner Johnson and seconded by Commissioner Butterfield to approve the minutes of the March 14, 2017 meeting. Motion carried 5/0.

**Budget Capital Improvement Plan and Gantry Chart**

Park Board acknowledged receipt of March 2017 budget, 2017 CIP and Gantry Chart. No comments or questions.

**BUSINESS**

**Picnic Shelter Old Schoolhouse Park**

Staff informed the Park Board that the City Council had approved the location for the picnic shelter restrooms in Old Schoolhouse Park. Staff will contact the Architect to have them in attendance at the May meeting. The site plan for the building will be reviewed at the May 2, 2017 Planning Commission meeting and approved at the May 8, 2017 City Council Meeting.

**Discussion on concessions for the movie**

Commissioner Johnson had requested that the park board discuss the possibility of selling of concessions at the movie. She would have her children sell the products. Discussion centered on whether the Community Center would have to be licensed by the Department of Health. The other topic of discussion was whether this was a conflict of interest. Park Board decided not to offer concessions at this time.

**Grading in Old Schoolhouse Park**

There is an area in Old Schoolhouse Park that abuts the Sunset Meadows subdivision that was never final graded. Staff is proposing to grade the area. A quote was received from Schneider Excavating in the amount of \$2,500 an additional cost of \$1,000 to seed the area bringing the total to \$3,500. A motion by Commissioner Johnson and seconded by Commissioner Wegner to recommend that the City Council have the area graded. Motion carried 5/0.