

**CITY OF MAYER
PARKS AND RECREATION COMMISSION
TUESDAY, AUGUST 18, 2020 @ 6:30 P.M.
CITY HALL COUNCIL CHAMBERS**

AGENDA

1. Call to Order
2. Approve Agenda
3. Minutes
 - A. July 14, 2020 Meeting Minutes
4. Business
 - A. Lions Club
 - B. 2020 – 2021 Goals and Long Term Plan Review
 - C. Discovery Park – Basketball Court
 - D. Gaga Pit – Matting
5. Staff Updates
 - A. Archery Range and Dog Park
6. Commissioner Reports/Comments
7. Adjournment

**ACITY OF MAYER
PARKS AND RECREATION COMMISSION
JULY 14, 2020 @ 6:30 P.M.
CITY HALL COUNCIL CHAMBERS**

1. Call to Order

The meeting was called to order at 6:37 p.m.

Those present were Park Commissioners, Troy Congdon, and Melissa Gomes and Nikki McNeilly. Kyle Kuntz, Public Works. Margaret McCallum, City Administrator.

Absent: Mike Wegner.

Also present: Mike Dodge.

2. Approve Agenda

McNeilly moved to approve the agenda as presented. Gomes Seconded. Motion passed 3-0.

3. Minutes

June 9, 2020 Park and Recreation Commission Meeting Minutes

McNeilly moved to approve the Park and Recreation Commission Minutes for June 9, 2020. Gomes seconded. Motion passed 3-0.

4. Busines

- A. Resignation of Brian Schaeppi from the Park Commission

McCallum informed that Schaeppi resigned from the Commission. She asked the Commission to accept his resignation and allow for the advertisement of the vacancy.

Gomes moved to approve the resignation of Schaeppi from the Park Commission and to advertise the vacancy. Congdon seconded. Motion passed 3-0.

- B. Lions Club – Tabled.

- C. 2020 – 2021 Goals and Long Term Plan Review

The Commission discussed what projects could still be completed in 2020 and future projects.

The Commission agreed to look at the Discovery Park Basketball Court still for 2020 and gaga pit matting once final cost numbers come in. Staff felt that final numbers could be ready by August.

Kuntz asked the Commission if they would be willing to look into updates to park signs.

The Commission asked McCallum to make some changes to the planning document and bring back at the August 2020 meeting for further discussion. The Commission wants to look further at the amount levied for parks each year and the fund balance for the park fund.

D. Discovery Park – Basketball Court

Staff explained that they are still working on final numbers for the Basketball Court. The Commission agreed to review the cost and determine if the project was still feasible for 2020 at the August meeting.

E. Gaga Pit Matting

The Commission reviewed the cost and determined to wait until they reviewed more detailed numbers at the next meeting to determine if this should be a 2020 project.

5. Staff Updates

A. Baseball Batting Cage – Old School House Park -

The Public Works Department did installation of the Batting Cage and it was promoted on the City website and social media.

B. Skate Park – Update

The Phase I of the project was approved by Council at the July 13, 2020 meeting in the final amount of \$17,476.25. Public Works will purchase and install.

C. Archery Range and Dog Park -

These are still priorities of the Park Commission.

a. Adjournment

The meeting adjourned at 7:36 p.m..



Memorandum

Item: 2020 – 2021 Goals and Long Term Plan Review

Meeting Date: August 18, 2020

Presented By: Margaret McCallum, City Administrator

Details:

The Park Commission will review the projects that were completed in 2020 so far and determine which projects will also be completed in 2020.

In addition, the Park Commission will prioritize projects moving forward.

I will provide an interactive spreadsheet at the meeting.

Attachments:

Priority List.

2020 Long Term Plan.

Fund Balance Start 2020 - \$365,186.22

LEVY \$100,000.00 \$125,000.00 \$125,000.00 \$125,000.00 \$125,000.00

Year to

Replace	Item	Cost	2020	2021	2022	2023	2024
	2020 Skate Park Equipment	\$ 18,000.00	\$ 18,000.00				
	2021 Archery Range	\$ 10,000.00		\$10,000.00			
	2020 Discovery Park Play Equipment	\$ 81,094.92	\$ 81,094.92				
	2022 Old School House Bathrooms	\$ 300,000.00			\$ 300,000.00		
	2021 Gazebo - Meadow Park	\$ 30,000.00		\$ 30,000.00			
	2021 Gazebo - OSH Park	\$ 30,000.00		\$ 30,000.00			
	2021 Splash Park - OSH Park	\$ 215,000.00				\$ 215,000.00	
	2020 Bluejay Park - Basketball Hoops	\$ 10,000.00	\$ 10,000.00				
	2022 Gazebo - Discovery Park	\$ 30,000.00		\$ 30,000.00			
	2020 Discovery Park - Bball Court	\$ 45,000.00	\$ 45,000.00				
	2022 Dog Park Fencing - Meadow Park	\$ 25,000.00			\$ 25,000.00		
	2024 Parking Lot - Meadow Park	\$ 75,000.00					\$ 75,000.00
	2023 Additional Parking - OSH Park	\$ 60,000.00				\$ 60,000.00	
	2020 Batting Cage	\$ 10,000.00	\$10,000.00				
	2021 Concrete - Skate Park	\$ 15,000.00		\$15,000.00			
	2022 Skate Park - Phase II	\$ 41,000.00			\$41,000.00		
	2023 Skate Park - Phase III	\$ 40,000.00				\$40,000.00	
	2020 GAGA Pit Matting	\$ 3,700.00	\$3,700.00				
	Project Total		\$ 167,794.92	\$ 115,000.00	\$ 366,000.00	\$ 315,000.00	\$ 75,000.00
	After Levy						
	Applied Balance		-\$67,794.92	\$10,000.00	-\$241,000.00	-\$190,000.00	\$50,000.00
	Fund						
	Contribution		\$67,794.92	-\$10,000.00	\$241,000.00	\$190,000.00	-\$50,000.00
	Fund Balance		\$297,391.30	\$307,391.30	\$66,391.30	-\$123,608.70	-\$73,608.70

Old School House Trail	\$	50,000.00
Meadow Park Trail	\$	60,000.00
West Ridge Park Trail	\$	70,000.00

Bluejay –

- A parking area on 3rd Street NW.
- New basketball hoops (2019)
- *Bike Rack*
- *Benches*

West Ridge Park –

- ~~Parking Lot~~
- Trail connections
- Fenced in Dog Park (One of two proposed locations)
- Lighting along trail
- Light in Gazebo
- Benches
- ~~Grills (2019)~~
- *Lights on the trail located to the north*

Discovery Park

- ~~Update playground equipment~~
- Gazebo
- Basketball Court
- ~~Benches~~

Meadow Park

- Parking Lot
- Update skate park equipment
- ~~4 square space~~
- Gazebo
- Benches
- Frisbee Golf Baskets
- *Trail Reconstruction (Northwest portion)*
- *Lacrosse Nets*

Old School House Park

- Remove Public Works Building
- Splash Pad
- Additional Parking
- Shelter with bathrooms
- Benches
- Lighting on trails



Memorandum

Item: Discovery Park - Basketball Court

Meeting Date: August 18, 2020

Presented By: Margaret McCallum, City Administrator

Details:

At the meeting, staff will provide a final cost estimate to install a basketball court in Discovery Park.

Staff is currently finalizing numbers.

The Commission is being asked to review the numbers and make a determination on moving forward with the project.

Staff received a quote on the 4 basketball Hoops (Discovery Park and Bluejay Park). The quote came in at \$9,529.52 for 4 hoops.

Attachments:

Quote for Basketball Hoops.



PO Box 660176
 Dallas, Tx 75266-0176
 Phone: 800-527-7510 Fax: 800-899-0149
 Visit us at www.bsnsports.com

Quote	
Quote #:	21208412
Purchase Order #:	OutdoorGoals-Kyle
Cart Name:	
Quote Date:	06/04/2020
Quote Valid-to:	06/30/2020
Payment Terms:	NT30
Ship Via:	
Ordered By:	Kyle Kuntz



Contact Your Rep

Chondra Johnson Email:ctjohnson@bsnsports.com | Phone:1-800-527-7510 x99031

Sold to
2866537
City of Mayer
 413 Bluejay Ave
 MAYER MN 55360
 USA

Ship To
2866537
City of Mayer
 413 Bluejay Ave
 MAYER MN 55360
 USA

Payer
2866537
City of Mayer
 413 Bluejay Ave
 MAYER MN 55360
 USA

Item Description	Qty	Unit Price	Total
GRIZZLY ADJ. BASKETBALL SYSTEM Item # - 1291247	4 EA	\$ 2,235.25	\$ 8,941.00

Subtotal:	\$8,941.00
Other:	\$0.00
Freight:	\$588.52
Sales Tax:	\$0.00
Order Total:	\$9,529.52
Payment/Credit Applied:	\$0.00
Order Total:	\$9,529.52



Memorandum

Item: Gaga Pit – Matting

Meeting Date: August 18, 2020

Presented By: Margaret McCallum, City Administrator

Details:

The City has a Gaga Pit at Old School House Park and the Public Works Department is currently building a second one for West Ridge Park.

Staff received quotes for matting inside the Gaga Pits.

The Quote came in at \$3,666.64 for both Gaga Pit mats.



Attachments:

Matting Quote.

Coach Cliff's Gaga Ball Pits LLC
 PO Box 704
 Libertyville, IL 60048
 847.573.2377
 info@gagaballpits.com



Estimate

ADDRESS

City of Mayer
 Kyle Kuntz
 413 Bluejay Ave
 Mayer, MN 55360
 kyle.kuntz@cityofmayer.com

SHIP TO

City of Mayer
 Kyle Kuntz
 413 Bluejay Ave
 Mayer, MN 55360
 (952) 495-0483

ESTIMATE # 14420

DATE 06/18/2020

SHIP VIA

FedEx Freight

P.O. NUMBER

Kyle K

SALES REP

bp

QTY	SKU	DESCRIPTION	RATE	AMOUNT
2	0330-28 GRS	20'x22'9" area, 28 piece set of 5'x3'x3/4" Rubber MATS (type with holes throughout)- intended for inside only of an octagon. Includes 100 zip ties. 50 pins will be sent if building the Gaga Ball pit on soft ground.	1,503.32	3,006.64T
1		Estimated ship cost may vary +/- and will be finalized once order is placed.	660.00	660.00T

Please send tax exempt forms if applicable

SUBTOTAL	3,666.64
TAX (0%)	0.00
TOTAL	\$3,666.64

Accepted By

Accepted Date



Memorandum

Item: Staff Updates

Meeting Date: August 18, 2020

Presented By: Margaret McCallum, City Administrator

Details:

Skate Park – Update

The Skate Park Equipment has been ordered and should be shipped to the City by the end of August for an installation in September by the Public Works Department.

Archery Range

I am working with the City Planner to get a cost estimate for the parking lot requirements.

Attachments:

None.