

CITY OF MAYER
PARKS & RECREATION COMMISSION
MEETING MINUTES
 Tuesday December 13, 2016

Commission Members Present: Commission Members Mike Dodge, Elizabeth Butterfield, Alisa Johnson and Nate McNeilly.

Commission Members Absent: Council Liaison Bruce Osborn

Others Present: Troy Congdon

Staff Present: Luayn Ruch-Hammond, City Administrator.

I. CALL TO ORDER

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

II. ADOPT AGENDA

On a motion by Commissioner Butterfield and seconded by Commissioner McNeilly to approve the agenda with one addition discussion of Park Board Chair for 2017. Motion carried 4/0.

III. MINUTES/BUDGET/CIP

Minutes

On a motion by Commissioner Johnson and seconded by Commissioner McNeilly to approve the minutes of the November 15, 2016 meeting with one correction. Motion carried 4/0.

Park Board Budget 2017
 Current Period: November 2016

Account Descr	2015 Budget	2015 Amt	2016 Adopted	2016 YTD Amt	2017 Budget
FUND 100 GENERAL FUND					
Dept 45000 Park and Rec					
E 100-45000-100 Wages and Salaries	\$7,680.00	\$4,288.40	\$7,680.00	\$6,895.52	\$9,360.00
E 100-45000-110 Other Pay Boards &	\$1,500.00	\$1,230.00	\$1,500.00	\$0.00	\$1,500.00
E 100-45000-120 Employer Contrib Ret	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-180 Employee Withholdings	\$588.00	\$328.07	\$588.00	\$527.51	\$716.00
E 100-45000-212 Motor Fuels	\$1,000.00	\$1,264.13	\$1,100.00	\$1,652.44	\$1,300.00
E 100-45000-300 Professional Svcs	\$4,000.00	\$6,224.64	\$6,240.00	\$1,943.11	\$7,400.00
E 100-45000-303 Engineering Fees	\$0.00	\$483.00	\$2,000.00	\$195.00	\$2,000.00
E 100-45000-360 Insurance (GENERAL)	\$5,900.00	\$5,862.00	\$5,900.00	\$3,101.00	\$6,077.00
E 100-45000-370 Recreation Program	\$1,000.00	\$2,585.76	\$1,000.00	\$410.00	\$2,000.00
E 100-45000-381 Electric Utilities	\$250.00	\$148.45	\$177.00	\$140.01	\$177.00
E 100-45000-400 Repairs & Maint Cont	\$5,000.00	\$7,880.85	\$4,000.00	\$4,030.55	\$5,000.00
E 100-45000-430 Miscellaneous (GENERAL)	\$1,700.00	\$1,089.88	\$1,000.00	\$374.67	\$1,000.00
E 100-45000-490 Donations to Civic Org s	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-500 Capital Outlay (GENERAL)	\$53,000.00	\$9,211.33	\$59,451.00	\$42,417.23	\$59,820.00
E 100-45000-530 City Beautification	\$2,000.00	\$1,085.04	\$2,000.00	\$701.71	\$2,000.00
E 100-45000-580 New Equipment	\$0.00	\$0.00	\$7,500.00	\$9,124.99	\$0.00
E 100-45000-720 Transfer Out	\$0.00	\$26,474.00	\$0.00	\$31,245.00	\$0.00
Dept 45000 Park and Rec	\$83,618.00	\$68,155.55	\$100,136.00	\$102,758.74	\$98,350.00
FUND 100 GENERAL FUND	\$83,618.00	\$68,155.55	\$100,136.00	\$102,758.74	\$98,350.00

Budget Capital Improvement Plan and Gantry Chart

Discussion on the 2016 budget, 2017 CIP and Gantry Chart, Park Board acknowledged receipt of all documents.

BUSINESS

Commission Vacancies

The last election has created two vacancies on the Park Board. Park Board is in receipt of two applications for the vacant park board positions. Another resident had expressed interest but did not submit an application. On a motion by Commissioner Butterfield and seconded by Commissioner McNeilly to recommend Troy Congdon and Mike Wegner be appointed to the Mayer Park and Recreation Board. Motion carried 4/0.

Picnic Shelter

Park Board discussed the estimated costs for a 24 x 44 shelter. The total does not include site work which would include removal of the old concrete and dirt work. It also does not include the electrical for the structure.

Building 24x44	\$43,445.00
Freight	\$2,000.00
Engineering & Design	\$5,500.00
Installation	\$21,500.00
Concrete	\$5,544.00
Restroom	\$75,450.00
Water/Sewer	\$62,500.00
Total	\$215,939.00

Site preparation	Unknown
Electrical	Unknown

Park Board also discussed expanding the concession stand and constructing restrooms near the concession stand. Park Board would like to have more concrete amounts so they would like to hire an architect to assist them with the picnic shelter. On a motion by Commissioner Johnson and seconded by Commissioner McNeilly to request that the City Council allow the Park Board to hire an architect. Motion carried 4/0.

Movie for December

Reminder about the movie for December 28 at 10 AM and 7 PM. Staff to check with local businesses about the type of popcorn and oil they use.

Discussion about 5K

Discussion about the 5K and whether the Park Board is going to sponsor a 5K event in 2017. Park Board instructed staff to find out if the Mayer Rising Community Festival would be okay with a 5K the day of their event. Park board would also like to see if the businesses would like to sponsor the event. Staff will forward idea to the EDA for their assistance on the sponsorship. Staff will contact Scott Wakefield about the 5K.

Skating Rink Discussion

Commissioner Johnson had requested the park board discuss a skating rink. Commissioner McNeilly explained the history of the skating rink. He had flooded and taken care of the skating rink for the past four years. He stated it is very difficult to make good ice. The City doesn't have the staff or the equipment to properly maintain a skating rink. The other issue was the location for a skating rink.

Next Meeting

The next meeting of the Park Board will be on Tuesday, January 10, 2017 at 6:30 PM.

Park Board Chair

Park Board discussed who was going to be the Chair. Commissioner McNeilly is willing to be the Chair.

Commissioners Report

Commissioner Butterfield has been elected to the City Council. She shared with the Park Board that she has enjoyed her five years on the Park Board.

Staff Report

None

Adjournment

On a motion by Commissioner McNeilly and seconded by Commissioner Butterfield to adjourn the meeting at 7:40 PM. Motion carried 4/0.