

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

AGENDA

1. Call to Order
2. Approve Agenda
3. Minutes
 - A. June 9, 2020 Meeting Minutes
4. Business
 - A. Resignation of Brian Schaeppi from the Park Commission
 - B. Lions Club
 - C. 2020 – 2021 Goals and Long Term Plan Review
 - D. Discovery Park – Basketball Court
 - E. Gaga Pit – Matting
5. Staff Updates
 - A. Baseball Batting Cage – Old School House Park – Update
 - B. Skate Park – Update
 - C. Archery Range and Dog Park
6. Commissioner Reports/Comments
7. Adjournment

**CITY OF MAYER
PARKS AND RECREATION COMMISSION
JUNE 9, 2020 @ 6:30 P.M.
CITY HALL COUNCIL CHAMBERS**

1. Call to Order

The meeting was called to order at 6:34 p.m.

Those present were Park Commissioners, Mike Wegner, Troy Congdon, Brian Schaeppi and Melissa Gomes and Nikki McNeilly. Kyle Kuntz, Public Works. Margaret McCallum, City Administrator (Via ZOOM).

Absent: None.

Also present: Joe Dvorak.

2. Approve Agenda

McNeilly moved to approve the agenda as presented. Congdon Seconded. Motion passed 5-0.

3. Minutes

May 12, 2020 Park and Recreation Commission Meeting Minutes

Congdon moved to approve the Park and Recreation Commission Minutes for May 12, 2020. Schaeppi seconded. Motion passed 5-0.

4. Business

A. Lions Club

Dvorak, with the Mayer Lions Club, expressed additional interest in working with the Park Commission on a partnership between the Lions Club and the Park Commission. He stated that the long term vision work for the Lions Club to sponsor Old School House Park and possibly rename it "Lions Park".

Dvorak informed that Park Commission that the Lions Club recently received grant funds for Old School House Park for inclusive playground equipment. The Commission discussed what would have to be done to the footprint of the park to include additional equipment. Kuntz stated that additional area would potentially need to be added.

Dvorak and the Commission discussed continuing to work together on a partnership and future budget responsibilities and fundraising opportunities.

B. 2020 – 2021 Goals and Long Term Plan Review

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

They discussed moving the Discovery Park Basketball Court to 2021, the OSH Bathrooms to 2022 and the splash pad to 2023.

There was discussion about the installation of a gazebo at Discovery Park and Meadow Park in 2020/2021.

The Commission agreed to continue to discuss this at the July meeting.

C. Adopt a Trail – Dakota Trail – Schedule Day

The Commission scheduled, June 23, 2020 at 6:30 p.m. for the clean up event for the adopted section of the Dakota Trail.

D. Skate Park

The Commission reviewed replacing a quarter pipe at Meadow Park. The current half pipe was removed because of deteriorating conditions and safety issues. The cost would be \$7,500.00 without assembly. Public works would assemble.

McCallum and Kuntz reviewed some concept plans for future phases of the skate park that the Park Commission could budget for.

McNeilly expressed support for continuing to invest in the skate park.

The Commission discussed getting quotes for two quarter pipes for 2020 and then continuing to review phases and costs for upcoming years.

Schaepfi moved to have staff look into the purchasing of two quarter pipes not to exceed \$25,000. Gomes seconded. Motion passed 5-0.

5. Staff Updates

A. Discovery Park – Basketball Court

Staff received cost estimates for the basketball hoops for the Discovery Park Basketball Court project. The costs for both would be about \$12,000.00. Staff estimated that the concrete and base for the court would be about \$29,000.00.

B. Discovery Park – Bench Installation

The benches were installed at Discovery Park the week of May 25, 2020.

C. Baseball Batting Cage – Old School House Park -

The Public Works Department is working on the installation.

D. Archery Range and Dog Park -

These are still priorities of the Park Commission.

E. Gaga Pit – West Ridge Park -

Public Works has the materials and will be installing soon.

F. Misc. Park Projects

Adopt-A-Park signs have been put up for parks that have been adopted. Soccer and Volleyball nets are up. West Ridge Parking Lot has been completed (concerns from last year addressed).

a. Adjournment

The meeting adjourned at 7:56 p.m..



Memorandum

Item: Resignation of Brian Schaeppi from the Park Commission

Meeting Date: July 14, 2020

Presented By: Margaret McCallum, City Administrator

Details:

Park Commissioner, Brian Schaeppi, put in his resignation as a member of the Park Commission.

The Park Commission is being asked to accept his resignation and to start the process of seeking a new member.

Attachments:

None.



Memorandum

Item: 2020 – 2021 Goals and Long Term Plan Review

Meeting Date: July 14, 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.

City of Mayer, Minnesota
 Capital Improvement Plan - Parks Fund 220
 Schedule of Planned Capital Outlay
 For the Year Ended December 31, 2019 (Actual) and 2020 to 2025 (Projected)

Department	Year	Year to Replace	Item	Cost	2019 Projected Amounts
Parks		2020	Old School House Park Trail	\$ 50,000	\$ -
Parks		2019	West Ridge Parking Lot	70,000	-
Parks		2020	Skate Park Equipment	25,000	-
Parks		2020	Archery Range	10,000	-
Parks		2020	Discovery Park Playground Equipment	100,000	-
Parks		2021	Old School House Bathrooms	200,000	-
Parks		2021	Gazebo - Meadow Park	30,000	-
Parks		2023	Splash Pad - OSH Park	215,000	-
Parks		2022	Meadow Park Trail Reconstruction	60,000	-
Parks		2020	Discovery Park - Gazebo	30,000	-
Parks		2020	Discovery Park - Basketball Court	30,000	-
Parks		2022	Dog Park Fencing - Meadow Park	25,000	-
Parks		2023	Parking Lot - Meadow Park	75,000	-
Parks		2023	Additional Parking - OSH Park	60,000	-
Parks		2023	Trail Addition - West Ridge Park	70,000	-
					<u>\$ -</u>

	2020	2021	2022	2023	2024	2025
	Projected	Projected	Projected	Projected	Projected	Projected
	Amounts	Amounts	Amounts	Amounts	Amounts	Amounts
\$	50,000	\$ -	\$ -	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	25,000	-	-	-	-
	10,000	-	-	-	-	-
	100,000	-	-	-	-	-
	-	200,000	-	-	-	-
	-	30,000	-	-	-	-
	-	-	-	215,000	-	-
	-	-	60,000	-	-	-
	30,000	-	-	-	-	-
	30,000	-	-	-	-	-
	-	-	25,000	-	-	-
	-	-	-	75,000	-	-
	-	-	-	60,000	-	-
	-	-	-	70,000	-	-
\$	220,000	\$ 255,000	\$ 85,000	\$ 420,000	\$ -	\$ -

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: July 14, 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: July 14, 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: July 14, 2020

Presented By: Margaret McCallum, City Administrator

Details:

Baseball Batting Cage – Old School House Park -

It has been installed by Public Works! Looks great. Staff promoted it on social media.

Skate Park – Update

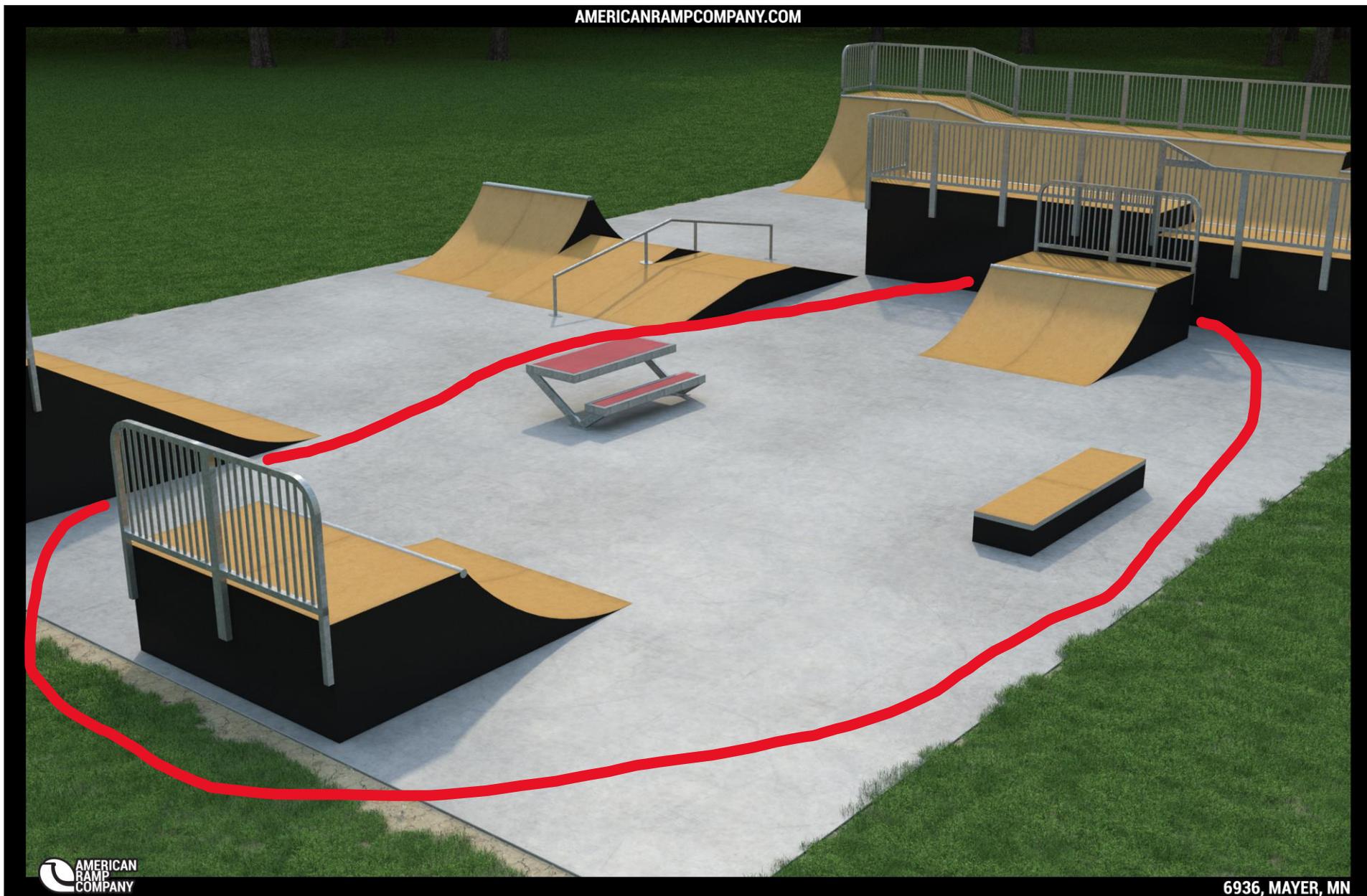
An update will be provided at the meeting. This is going to City Council at the July 13, 2020 meeting for approval of 2 quarter pipes, a “picnic table” and grindbox in the amount of \$17,476.25. The Park Commission approved up to \$25,000 for the project.

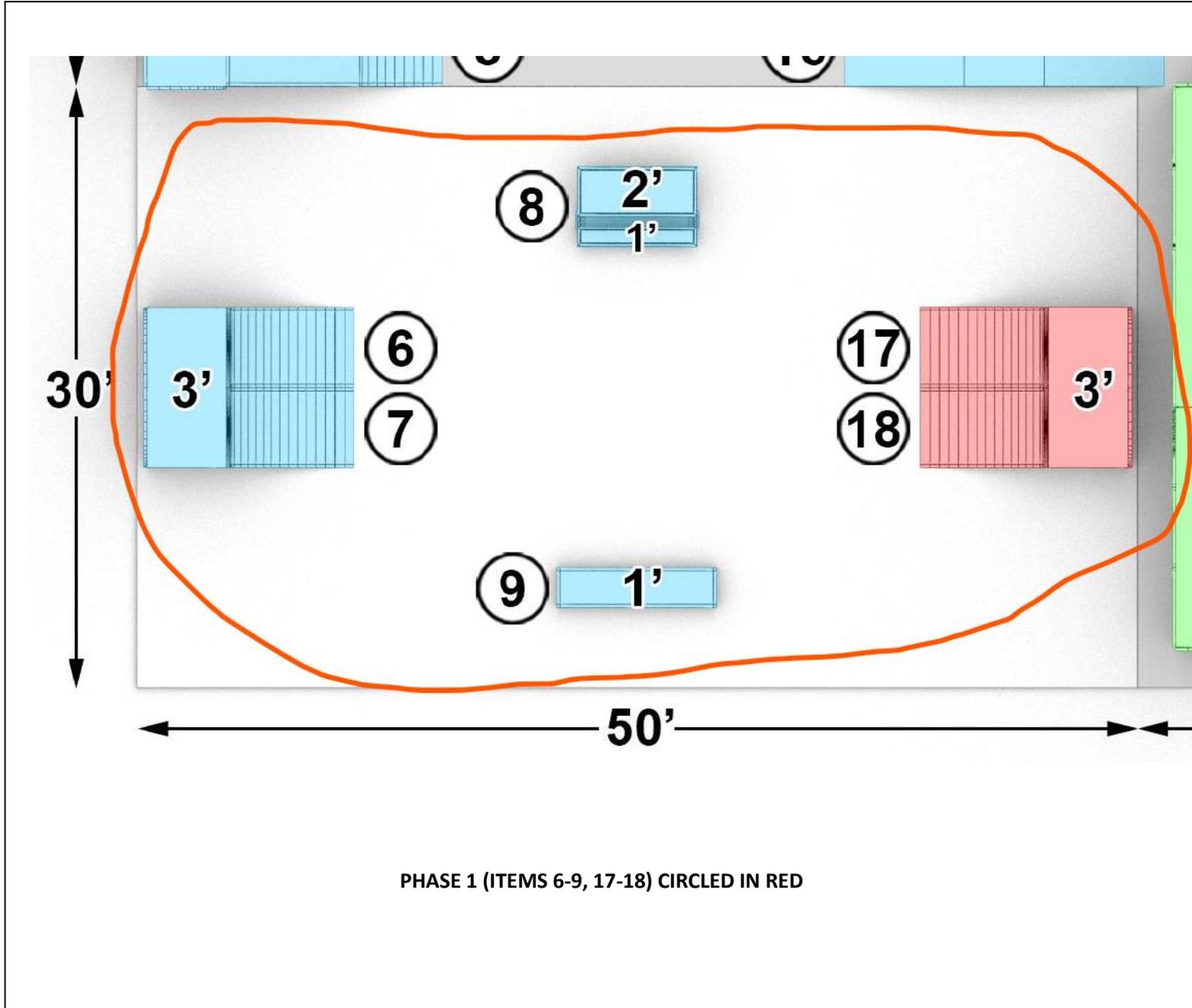
Archery and Dog Park

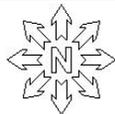
Still working on these projects. Will discuss as part of the 2020-2021 Long Term Plan Review.

Attachments:

Skate Park Quote.





 WWW.AMERICANRAMPCOMPANY.COM	
601 McKinley Joplin, MO 64801 Tel: (417) 206-6816 Toll Free: (800) 949-2024 Fax: (417) 206-6888 sales@americanrampcompany.com	
DRAWN BY	Chuck Dodge
DATE	6/3/20
REP. AGENCY	
American Ramp Company	
REP. NAME	
Jeremy Jones	
REP. PHONE	
(417) 483-9513	
	
CUSTOMER APPROVAL	DATE
PARK ENCLOSED?	Yes
PRO SERIES	✓
X SERIES	-
STEALTH SERIES	-
STEALTH CLASSIC SERIES	-
PROJECT NAME	
Mayer Skate Park	
DESIGN NO.	6936

601 McKinley
 Joplin, MO 64801
 Toll-free 877-RAMP-778
 Local 417-206-6816
 Fax 417-206-6888
sales@americanrampcompany.com



Quote #	Design #	FOB
Q24241	6936	Mayer, MN

Phase 1

<u>Item</u>	<u>Obstacle</u>	<u>Height</u>	<u>Width</u>	<u>Length</u>
17	Quarter Pipe	3.0'	4.0'	10.0'
18	Quarter Pipe	3.0'	4.0'	10.0'
6	Quarter Pipe	3.0'	4.0'	10.0'
7	Quarter Pipe	3.0'	4.0'	10.0'
8	Picnic Table	2.5'	5.0'	6.0'
9	Grindbox (2' Wide)	1.0'	2.0'	8.0'
Subtotal				\$15,903.81
Framework Enclosures				\$1,590.38
Freight				\$1,297.48
Installation				Self-Install
Sourcewell Purchase Discount				\$1,315.42
TOTAL				\$17,476.25

Notes:

- This pricing is for customer installation.
- If your project is subject to prevailing wage, bonding requirements, or sales tax, call for revised quote.



Purchase through our competitively bid government Sourcewell contract.

WE LOOK FORWARD TO BUILDING YOU A GREAT SKATE PARK!

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