

**CITY OF MAYER
PARKS & RECREATION COMMISSION
MEETING MINUTES**

Wednesday August 10, 2016

Commission Members Present: Commission Members Mike Dodge, Elizabeth Butterfield, Alisa Johnson Nate McNeilly, and Council Liaison Bruce Osborn.

Commission Members Absent: None

Others Present: None

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 use of speakers. Motion carried 5/0.

III. MINUTES/BUDGET/CIP

Minutes

On a motion by Commissioner McNeilly and seconded by Commissioner Johnson to approve the minutes of the July 12, 2016 meeting. Motion carried 5/0.

Budget and Capital Improvement Plan

Discussion on the 2016 budget and 2016 CIP, Park Board acknowledged receipt of both documents.

Park Board Budget 2017

Current Period: July 2016

Account Descr	Budget	2015 Amt	2015 Adopted	2016 YTD Amt
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	\$3,643.72
E 100-45000-110 Other Pay Boards &	\$1,500.00	\$1,230.00	\$1,500.00	\$0.00
E 100-45000-120 Employer Contrib Ret	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-180 Employee Withholdings	\$588.00	\$328.07	\$588.00	\$278.76
E 100-45000-212 Motor Fuels	\$1,000.00	\$1,264.13	\$1,100.00	\$759.53
E 100-45000-300 Professional Srvs	\$4,000.00	\$6,224.64	\$6,240.00	\$755.44
E 100-45000-303 Engineering Fees	\$0.00	\$483.00	\$2,000.00	\$195.00
E 100-45000-360 Insurance (GENERAL)	\$5,900.00	\$5,862.00	\$5,900.00	\$3,101.00
E 100-45000-370 Recreation Program	\$1,000.00	\$2,585.76	\$1,000.00	\$410.00
E 100-45000-381 Electric Utilities	\$250.00	\$148.45	\$177.00	\$80.44
E 100-45000-400 Repairs & Maint Cont	\$5,000.00	\$7,880.85	\$4,000.00	\$880.72
E 100-45000-430 Miscellaneous (GENERAL)	\$1,700.00	\$1,089.88	\$1,000.00	\$249.69
E 100-45000-490 Donations to Civic Org s	\$0.00	\$0.00	\$0.00	\$0.00
E 100-45000-500 Capital Outlay (GENERAL)	\$53,000.00	\$9,211.33	\$59,451.00	\$31,367.14
E 100-45000-530 City Beautification	\$2,000.00	\$1,085.04	\$2,000.00	\$701.71
E 100-45000-580 New Equipment	\$0.00	\$0.00	\$7,500.00	\$9,124.99
E 100-45000-720 Transfer Out	\$0.00	\$26,474.00	\$0.00	\$31,245.00
Dept 45000 Park and Rec	\$83,618.00	\$68,155.55	\$100,136.00	\$82,793.14
FUND 100 GENERAL FUND	\$83,618.00	\$68,155.55	\$100,136.00	\$82,793.14

BUSINESS

Park Shelter

Commissioner Osborn had contacted a representative from RAM buildings. Park board discussed the existing building and whether the building meets building code. Staff had asked building inspector about the building and whether it meets codes. His advice and the advice from the RAM building person was that an architect will need to be consulted. The park board decided that it would be more cost effective to build new. On a motion by Commissioner Osborn and seconded by Commissioner McNeilly to inform the City Council that the park board does not want to use the old public works building for a park shelter. Motion carried 5/0.

Shade Old Schoolhouse Park

Continued discussion on shade in the parks. Staff presented a quote from APC Shelters for canvas shades to cover playground equipment in Old Schoolhouse Park. The cost to cover the toddler swings and toddler equipment in Old Schoolhouse Park would be \$14,655.00. Commissioner Johnson is concerned about the lack of shade in Old Schoolhouse Park for smaller park users. Park board wants the canopies added to the 2018 budget. If installation in West Ridge Park then consideration should be given to add it to the Outdoor Recreation Grant.

Christopher Reeves Grant

Staff informed park board that the deadline to apply for a Christopher Reeves Grant is August 15, 2016. Park board discussed child development and the impact of play on child development. On a motion by Commissioner Johnson and seconded by Commissioner Butterfield to apply for a Christopher Reeves Grant for the Omnispin. Motion carried 5/0.

Tree Replacement

Staff will solicit quotes for tree replacement. Discussion about the trees to the north of the public works building and whether they should be taken down. Park board instructed staff to contact an arborist for a diagnosis on the trees.

Request to Use Speakers

Staff has a request from Zac Stifter to use the speakers that are a part of the City's movie system. Currently City does not lend any items park board thought the City should be consistent. Staff will present the request to the City Council.

Commissioners Report

Staff Report

West Ridge Park Shelter is staked Commission Members should review where it is staked to be sure it is located correctly. Clemenson concrete to add a sidewalk to the park shelter to make the connection to the trail.

Next meeting

Next meeting is Tuesday, September 13, 2016.

Adjournment

On a motion by Commissioner McNeilly and seconded by Commissioner Butterfield to adjourn the meeting at 7:30 PM. Motion carried 5/0.