

Approved 7/11/18

KEEGO HARBOR PARKS AND RECREATION COMMISSION
KEEGO HARBOR CITY HALL
7:00 P.M. June 13, 2018 MEETING MINUTES

CALL TO ORDER: Chairperson Ellie Gerard called the meeting to order at 7:02 PM.

Present: Chairman Ellie Girard, Vice Chair Angelica Arens, Treasurer Amanda Witkowski, Secretary Leslie Clark, Commissioners Dan Harrington, Patricia Ostroske, Paul Daelemans

Absent: Commissioners Val Green and Kelly Lindberg

Alternates Present: Jan Hager

Staff Present: Council Liaison Council Member John Newberry, DPW Foreman Doug Waldon

MOTION by Commissioner Harrington, seconded by Commissioner Harrington to seat alternate Jan Hager.

Ayes: Unanimous **Nays:** None **Motion Carried**

MOTION by Secretary Clark, seconded by Commissioner Arens to excuse Commissioners Green & Lindberg.

Ayes: Unanimous **Nays:** None **Motion Carried**

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY: Open the meeting to the floor.

- Councilman Newberry reminded us that Skate Night will be Friday September 14 4-9PM. Parks & Rec is welcome to Sell T-shirts and bumper stickers. If Parks & Rec would like to provide a craft activity, Team Keego will provide some financial support.
- Commissioner Clark reported that the Optimists Club had held a dedication of a young tree planted by DPW in Rose Sortor Park and that a plaque had been posted in the gazebo.
- Commissioner Arens reported on the recent vandalism, including tagging, in Baxter-Morgan Park. The street lights need to be checked, and Councilman Newberry will talk to the Police Department about coverage.
- Councilman Newberry reported that a survey is planned for the bits of land surrounding Dollar Lake and that this may result in a new city park with fencing. The Parks and Recreation Commission's charter charges us with advising the city on policy matters related to parks.
- Commissioner Ostroske reported that Parks & Rec is invited to have a table at the ArtSail show at Santia Hall on July 21st to see T-shirts and bumper stickers and is willing to staff the table.

Meeting closed to floor.

CONSENT AGENDA:

The minutes of the 5/9/18 Parks & Recreation Commission meeting were unavailable for review.

MOTION by Commissioner Daelemans, seconded by Commissioner Hager to table approval the minutes of the 5/9/18 meeting until the next meeting.

Ayes: Unanimous **Nays:** None **Motion Carried**

The financial report for 6/13/2018 was reviewed and there were a few questions for city staff.

MOTION by Secretary Clark, seconded by Commissioner Daelemans to table approval the budget until the next meeting.

Ayes: Unanimous **Nays:** None **Motion Carried**

REGULAR AGENDA:

Old Business:

1. Pet Waste Disposal Facilities

Commissioner Lindberg presented at the May city council meeting on this topic. In her absence, discussion is tabled.

2. 2016 Grant Reimbursement

Secretary Clark reported that we have advanced another step since the last meeting, and again are waiting on the DNR. There are still implementation tasks remaining, including signage. Secretary Clark will meet with DPW Foreman Waldon to review requirements and place an order for signs the week of June 18, 2018.

3. Pickup Softball

Commissioner Daelemans reported that response to this suggested event has been very low. We can promote it at Gino's Pre-Dream Cruise event in August with an eye to a late-season game, perhaps tied to a holiday.

Approved 7/11/18

4. Bus Trip to Springfield Oaks for Senior Day at O.C. Fair Monday July 9th.

Secretary Clark reported that the neighboring senior services organizations do not have a similar trip planned.

MOTION by Commissioner Harrington to sponsor a bus trip to the Oakland County Fair received no support.

Parks & Rec will promote the Oakland County Fair on social media and with flyers at City Hall.

5. Beautification Awards

The spring beautification awards timing was reviewed. Consensus was that early awards were beneficial. Next year we will plan for them at the April meeting, rather than May, to be awarded between the April and May meetings so we can catch the season at the peak.

MOTION by Commissioner Daelemans, seconded by Commissioner Arens to make the next awards in July, not June.

Ayes: Unanimous **Nays:** None

Motion Carried

6. Event Subcommittee: Royal Garden Party

Commissioner Witkowski provided detailed plans and budget for this new event to be held in Rose Sortor Park on August 4th and recommended pre-selling tickets online. Commissioner Arens is the co-chair for this potential fundraiser.

MOTION by Secretary Clark, seconded by Commissioner Hager, to proceed with the Royal Garden Party event 8/4/18.

Ayes: 7 **Nays:** 1

Motion Carried

MOTION by Commissioner Daelemans, seconded by Secretary Clark, to authorize spending on food and programming for the Royal Garden Party not to exceed \$575 from the Taste of Keego account.

Roll Call: Ostroske-Y, Witkowski-Y, Hager-Y, Arens-Y, Girard-Y, Harrington-Y, Daelemans-Y, Clark-Y Motion Carried

7. Donation to the Grove St Swim Site

Further discussion of this topic is tabled until the prospective donor expresses interest. He has big expenses coming up.

8. Event Subcommittee: Movie Night

Commissioner Arens reported that the available second-hand equipment was not suitable and will report back next month with cost comparisons on purchasing new vs renting as needed.

MOTION by Commissioner Arens, seconded by Commissioner Witkowski to table discussion of Movie Night to July.

Ayes: Unanimous **Nays:** None

Motion Carried

9. Event Subcommittee: GeoCaching Activity

Commissioner Arens showed us the boxes she has made up for this activity. The budgeted funds are only half spent. An Instagram account will be created connected to the existing Facebook page and email account. The city guidelines on social media will be reviewed. Boxes will be placed by next week. Activity can potentially be monitored online.

New Business:

10. Scarecrow Contest 2018

The subcommittee for the 2018 Scarecrow contest will be Commissioners Clark, Harrington, and Ostroske. The subcommittee will study the report from the 2017 event and bring recommendations to the July meeting for review.

11. Taste of Keego Harbor 2018

Chairperson Girard presented pricing on the promotional half-sheet cards.

MOTION by Secretary Clark, seconded by Commissioner Harrington, to spend \$250 on 2500 Taste of Keego flyers from the Taste of Keego account.

Roll Call: Ostroske-Y, Witkowski-Y, Hager-Y, Arens-Y, Girard-Y, Harrington-Y, Daelemans-Y, Clark-Y Motion Carried

July Agenda items: OLD: 2016 grant completion and reimbursement (Clark); Geo-caching Activity (Arens); Royal Garden Party (Witkowski); Pet Waste (Lindberg); Movie Night (Arens); Scarecrow (Clark); Taste of Keego (Girard); NEW: Beautification Awards; Artail event 7/21.

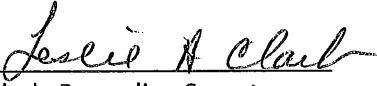
ADJOURNMENT:

MOTION by Commissioner Harrington, seconded by Commissioner Daelemans, to adjourn the meeting at 8:35 PM.

Ayes: Unanimous **Nays:** None

Motion Carried


Ellie Girard, Chairman


Leslie Clark, Recording Secretary