

Approved 10/10/18

KEEGO HARBOR PARKS AND RECREATION COMMISSION
KEEGO HARBOR CITY HALL
7:00 P.M. September 12, 2018 MEETING MINUTES

CALL TO ORDER: Chairperson Ellie Gerard called the meeting to order at 7:06 PM.

Present: Chairman Ellie Girard, Treasurer Amanda Witkowski, Secretary Leslie Clark, Commissioners Valerie Green, Dan Harrington, Patricia Ostroske, Kelly Lindburg, Paul Daelemans

Absent: Vice Chair Angelica Arens

Alternates Present: none; **Absent:** Jan Hager

Staff Present: DPW Foreman Doug Waldon

Motion by Commissioner Harrington seconded by Treasurer Witkowski to excuse Angelica Arens and Jan Hager

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

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

- We are reminded by Leslie Clark that Skate Night will be Friday 9/14 4-8pm, and volunteers are needed. Meeting closed to floor.

CONSENT AGENDA:

The minutes of the 8/8/18 Parks & Recreation Commission meeting, and the 9/12/18 financial report were reviewed. An error in the minutes regarding attendees was noted and corrected. The new format for the financial report was reviewed in detail. The current financial report is up to date with the exception of some recent revenue. An expense from April that has not yet been billed was discussed. Commissioner Ostroske will follow up.

MOTION by Commissioner Ostroske, seconded by Commissioner Green to approve the consent agenda as amended.

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

REGULAR AGENDA:

Old Business:

1. Pet Waste Disposal Facilities

Commissioner Lindberg reviewed the cost of purchasing two of these units, and suggestion by City Council that Parks & Rec fund them. Ideas discussed included home-made options, getting a business sponsor, buying 1 vs 2, and whether people would use them. Secretary Clark reported that we will know in December if we are getting a Recreation Passport grant. If we don't get that grant, we will need to contribute heavily to make the available CDBG funds cover the replacement of the playscape in Fran Leaf Park. The consensus was to table this to the January meeting.

2. 2016 Grant Completion & Reimbursement

Secretary Clark reported that we are waiting on the DNR to release an online document so that we may submit our final reimbursement request. We are also waiting on DPW to install signs and paint handicap parking spaces. As for the 2018 Recreation Passport grant applications, preliminary scoring was low, so the odds are not good for us to get those grants.

3. Scarecrow Building Contest 2018

The subcommittee has met and finalized details. Promotion will begin at the very end of September. Prizes will be gift cards from the MJR movie theater.

4. Taste of Keego Harbor 2018

Items for the silent auction were discussed. Commissioner Ostroske reported some nice donations. Those commissioners making baskets will deliver them to Chairperson Girard for wrapping and decoration. We have enough donations thanks to some generous artists. A couple of restaurants already on the flyers have dropped. Alternative restaurants were discussed.

5. Event Subcommittee: GeoCaching Activity

Commissioner Clark reported finding one of our geocache boxes and noted the activity in its log.

New Business:

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1. Roosevelt Halloween Parade

Commissioner Ostroske will chair the event this year with Commissioner Witkowski as cochair.

Motion by Secretary Clark seconded by Commissioner Witkowski to spend up to \$300 on Halloween parade supplies.

Roll Call: Ostroske-Y,Witkowski-Y,Lindberg-Y,Green-Y,Girard-Y,Harrington-Y,Daelemans-Y,Clark-Y **Motion Carried**

ADJOURNMENT:

MOTION by Commissioner Daelemans, seconded by Commissioner Witkowski, to adjourn the meeting at 8:10 PM.

Ayes: Unanimous

Nays: None

Motion Carried

Oct Agenda Items: OLD: Taste of Keego Review (Girard); 2016 grant completion and reimbursement (Clark); Scarecrow Contest (Clark); Halloween Parade; NEW: Recreation Master Plan Update (Clark); Parks Infrastructure Status Review (Clark)



Ellie Girard, Chairman



Leslie Clark, Recording Secretary