

Approved 3/14/18

KEEGO HARBOR PARKS AND RECREATION COMMISSION
KEEGO HARBOR CITY HALL
7:00 P.M. February 14, 2018 MEETING MINUTES

CALL TO ORDER: Chairperson Ellie Gerard called the meeting to order at 7:00 PM.

ROLL CALL:

Present: Chairman Ellie Girard, Vice Chairperson Val Green, Treasurer Dan Harrington, Secretary Leslie Clark, Commissioners Sue Murphy, Patricia Ostroske, Amanda Witkowski, Angelica Arens, Kelly Lindberg

Absent: None

Alternates Present: None

Staff Present: Council Liaison Council Member John Newberry

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY: Open the meeting to the floor. None. Meeting closed to floor.

CONSENT AGENDA:

The minutes of the January 10, 2018 Parks & Recreation Commission meeting were reviewed. The financial statement as of 10/31/2017, and the Easter event budget as of 2/12/2018 were reviewed.

MOTION by Secretary Clark, seconded by Vice-Chair Green to approve the Consent Agenda

Ayes: Unanimous **Nays:** None

Motion Carried

REGULAR AGENDA:

Old Business:

1. Casino Trip

Jennifer Newberry gave an update on the plans for the Greektown Casino Bus Trip scheduled for Saturday April 14. Buses will leave Roosevelt at 11AM and leave the Casino at 5PM. The limit is two buses, not the three requested at the council meeting last week. One of the buses will be smaller, to accommodate wheelchairs, seating a total of 75-80 people. This year the Casino offers \$15 in free play and \$5 to spend in restaurants in and near the Casino. Discussion: Shall we have an afterglow, shall it be at Gino's, and shall Parks & Rec pay for it.

MOTION by Secretary Clark, seconded by Treasurer Harrington to approve up to \$300 for pizza and salad at Gino's as an afterglow for participants in the Greektown Casino Bus Trip on April 14, 2018.

Roll Call Vote: Linberg Y, Arens Y, Murphy Y, Green Y, Girard Y, Harrington Y, Witkowski Y, Ostroske Y, Clark Y

Motion Carried

Ms. Newberry is drafting the flyer and will deliver it to City Hall for printing, and electronically to Secretary Clark for posting on Facebook, along with a Facebook Event. Commissioner Arens and Chairperson Girard will distribute flyers to area businesses. Ms. Newberry will prepare the manifest that City staff will use to fill in names and card numbers of registrants once the buses are confirmed and we know the exact seating capacity.

2. Bumper Stickers

Commissioner Lindberg reported that KH bumper stickers from Harbor GraphX cost \$.80 for 100 or less, or \$.50 for 250 or more. In addition to giving them out in the Welcome Packet to new residents, we can sell them at the counter and at events for \$2.00.

MOTION by Commissioner Murphy, seconded by Commissioner Ostroskey to approve spending \$250 from the Seed Money account on the purchase of 500 KH bumper stickers from Harbor GraphX.

Roll Call Vote: Linberg Y, Arens Y, Murphy Y, Green Y, Girard Y, Harrington Y, Witkowski Y, Ostroske Y, Clark Y

Motion Carried

Approved 3/14/18
A Purchase Order is required.

3. Recreation Passport Grant Update – RP16-0034

Commissioner Clark reported that there has been no progress on the reimbursement process as we are waiting on DNR staff.

4. Event Subcommittee

A subcommittee was formed including Commissioners Lindberg, Witkowski, Arens, and Chairperson Girard. They will meet on February 28th at 7PM at the home of Chairperson Girard to review new event ideas. The subcommittee will report back at the March 14, 2018 Parks & Rec Commission Meeting.

5. Tee Shirts for Sale

Chairperson Girard reported that the wholesale cost of the new sparkly hooded shirts we looked at last month is \$18. Consensus: These are too expensive to sell well at a profit; the hooded shirt season will soon be over. We will look at different shirts for the summer. **Tabled until the June 13, 2018 meeting.**

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY: As we have a visitor, Open the meeting to the floor.

Eric Ellison came to talk to us about the Pontiac Yacht Club Children's Sailing Camp Program. Registration is at the end of February on the PYC54.org website. The email is pycjr@gmail.com. This program is in the event books (sponsored) for West Bloomfield and Waterford Parks & Rec. We do not have such programs, but can promote the opportunity to some extent. The program is a registered not-for-profit 51C3 foundation, with scholarships available. Regarding flyers, Mr. Ellison was advised to bring some to the counter and ask City Staff for permission. Meeting closed to floor.

6. Easter Egg Hunt

Commissioner Clark presented the proposed order for supplies for this year's Egg Hunt on Saturday March 31, 2018 at 11AM.

MOTION by Treasurer Harrington, seconded by Chairperson Girard to appoint Secretary Clark and Commissioner Ostroske as co-chairs of this year's Easter Egg Hunt.

Ayes: Unanimous **Nays:** None

Motion Carried

The timeline for preparing for the event was reviewed. A subcommittee consisting of Secretary Clark, Commissioner Ostroske, and Commissioner Lindberg was formed to consider logistical issues from last year's event and report at the March 14, 2018 Parks & Recreation Commission Meeting for final decisions.

Chairperson Girard will get the two bunny costumes from DPW and get them cleaned. Secretary Clark will identify a shopper (with children) to shop for prizes. Commissioner Arens is willing to be the bunny. Commissioner Clark will contact Abbott, WBHS, and the Girl Scouts for stuffing volunteers.

Optional expenses were discussed. No cookies or beverages at the event, no purchased snacks for the egg stuffers.

MOTION by Commissioner Clark, seconded by Vice-Chair Green to spend up to \$850 from the Egg Hunt account on the 2018 Egg Hunt Event for the proposed supplies, photography, and prizes.

Roll Call Vote: Linberg Y, Arens Y, Murphy Y, Green Y, Girard Y, Harrington Y, Witkowski Y, Ostroske Y, Clark Y

Motion Carried

New Business:

1. Area Event Calendar

Commissioner Ostroske presented a draft of the 2018 area event calendar. Additional dates were provided by commissioners. This event calendar will be added to the Welcome Packet approved by City Council at their February 12, 2018 meeting. Commissioner Ostroske will update the calendar and forward it to City staff for inclusion and publication on the city website.

2. 2018 Grant Options

The 2017 CDBG funds have been increased from \$8,943 to \$14,399, but the second year of CDBG funding programmed for the Fran Leaf playscape replacement may not get funded. New rules for DNR grants restrict grants to a single site.

Approved 3/14/18

Playscape projects must include installation services. Secretary Clark presented options for applying for Michigan DNR grants, due by April 1, 2018 to fund 2019 projects. Catalogs were reviewed to see price ranges and sizes. Secretary Clark presented estimated shipping and installation costs for various sizes of projects.

MOTION by Commissioner Clark, seconded by Commissioner Lindberg to request that the City apply for a Recreation Passport grant for a project of \$46,500 with a 30% match of \$14,399 from 2017 CDBG funds, to replace the playscape in Fran leaf Park in 2019. This application will be priority 1. If we don't get the grant, we must still replace the playscape using the CDBG funds available.

Roll Call Vote: Linberg Y, Arens Y, Murphy Y, Green Y, Girard Y, Harrington Y, Witkowski Y, Ostroske Y, Clark Y

Motion Carried

MOTION by Commissioner Lindberg, seconded by Secretary Clark to request that the City apply for a second Recreation Passport grant for a project of \$24,000 with a 25% match of \$6,000 from Parks & Rec Taste of Keego funds, to add a new smaller playscape in Hester Court Park in 2019. This application will be priority 2. If we don't get the grant the project will be deferred.

Roll Call Vote: Linberg Y, Arens Y, Murphy Y, Green Y, Girard Y, Harrington Y, Witkowski Y, Ostroske Y, Clark Y

Motion Carried

March Agenda items: Annual parks assessment date; Casino trip; Egg Hunt subcommittee report; Election of officers; grant proposal approvals; event subcommittee report

ADJOURNMENT:

MOTION by Treasurer Harrington, seconded by Commissioner Clark, to adjourn the meeting at 9:05PM.

Ayes: Unanimous

Nays: None

Motion Carried

Ellie Girard, Chairman

Leslie Clark, Recording Secretary

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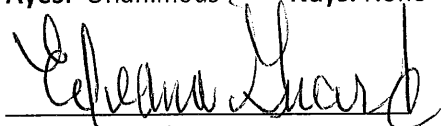
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Ayes: Unanimous **Nays:** None

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Ellie Girard, Chairman



Leslie Clark, Recording Secretary

