

Approved 5/9/18

KEEGO HARBOR PARKS AND RECREATION COMMISSION
KEEGO HARBOR CITY HALL
7:00 P.M. April 11, 2018 MEETING MINUTES

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

ROLL CALL:

Present: Chairman Ellie Girard, Treasurer Amanda Witkowski, Secretary Leslie Clark, Commissioners Val Green, Dan Harrington, Angelica Arens, Kelly Lindberg

Absent: Vice-Chairperson Sue Murphy, Commissioner Patricia Ostroske

Alternates Present: Jan Hager, Paul Daelemans

Staff Present: Interim City Manager Linda Voll, Council Liaison Council Member John Newberry

MOTION by Secretary Clark, seconded by Commissioner Harrington to excuse Commissioners Murphy and Ostroske.

Ayes: Unanimous **Nays:** None

Motion Carried

MOTION by Commissioner Harrington, seconded by Secretary Clark to seat alternates Hager and Daelemans.

Ayes: Unanimous **Nays:** None

Motion Carried

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

- City Councilman John Fletcher presented the Commissioners with information on the prevalence and hazards of pet waste in the city streets, and suggested an effort be made to install pet waste disposal facilities around town as part of a campaign to eliminate this hazard. Some discussion ensued. Commissioner Lindberg will investigate options for the involvement of the Parks and Recreation Commission and present at the **May meeting**.
- Council Liaison John Newberry provided an update on the preparations for the Casino bus trip. All is ready.
- Alternate Commissioner Daelemans presented a proposal to sponsor pick-up softball for adults.

MOTION by Commissioner Daelemans, seconded by Commissioner Arens to add this new business to tonight's agenda.

Ayes: Unanimous **Nays:** None

Motion Carried

Meeting closed to floor.

CONSENT AGENDA:

The minutes of the 3/14/18 Parks & Recreation Commission meeting and the 3/14/18 financials were reviewed.

MOTION by Commissioner Harrington, seconded by Commissioner Daelemans to approve the consent agenda.

Roll Call Girard Y, Witkowski Y, Clark Y, Harrington Y, Green Y, Arens Y, Lindberg Y, Hager Y, Daelemans Y **Motion Carried**

REGULAR AGENDA:

Old Business:

1. Donations to the Grove Street Swim Site

Last fall Mr. Alonzo of Indo indicated that he thought he could get a similar bench for half the price of our standard bench. Commissioner Clark to follow up with Mr. Alonzo to see if 1) he is still interested, in light of the big investment he has coming up, 2) which bench it was, so we can verify the specifications are similar, 3) if not, ask if he would consider sharing with another business donor. Report at the **May meeting**.

2. Annual Parks Assessment

The assessment scheduled for April 8th was canceled due to weather and schedule conflicts. It is rescheduled for Sunday 4/15 1PM for those who can attend. Other commissioners will visit all sites on their own. Secretary Clark will distribute the current checklists electronically or hardcopy, and compile feedback. Secretary Clark presented a summary of repairs for the DPW to address based on previous assessments with an emphasis on the playscape at Fran Leaf.

3. Egg Hunt Report

Secretary Clark presented a summary report for the 2018 egg hunt and solicited feedback. Comments will be added to the report, and that report will be available for the 2019 egg hunt committee.

4. 2016 Grant Reimbursement

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Secretary Clark reported that we are waiting on the DNR for the next steps in reimbursement. Meanwhile we have a few actions to complete. The specifications for handicap parking signs and spaces have been delivered to the City Manager and DPW. Scheduling of the installation of Wear Mats is dependent on our Theta Chi volunteers, who are heading into finals now, and the DPW schedule. Commissioner Arens will check on when we might get 4-6 brothers on a week night.

5. Event Subcommittee: Movie Night

Commissioner Arens reported on research into rentals or borrowing of movie screens and projection gear, and also some estimates of the purchase of some gear. Consensus is that the idea of purchase is worth further investigation.

6. Event Subcommittee: GeoCaching Activity

Commissioner Arens presented details on the popular geocaching activity. Possible trading trinkets include small painted rocks which Secretary Clark can provide. Commissioner Arens is willing to set this all up, and then we would promote it through the usual social media. Recommendation is to start with 5 units could be prepared for around \$15-\$30.

MOTION by Commissioner Clark, seconded by Commissioner Daelemans to authorize the expenditure of up to \$100 on materials for the geocaching activity from the Misc Donations account.

Roll Call Girard Y, Witkowski Y, Clark Y, Green Y, Harrington Y, Arens Y, Lindberg Y, Hager Y, Daelemans Y **Motion Carried**

7. Tee Shirt Update

85 shirts were purchased and embroidered for \$196. Barb Nordeen donated her embroidery work, a \$170 value. The shirts and the bumper stickers will be promoted on social media as a fundraiser, shirts for \$10, stickers for \$2.00.

MOTION by Commissioner Harrington, seconded by Commissioner Green to authorize the purchase of a \$50 gift card to the Lodge for Barb Nordeen in appreciation.

Roll Call Girard Y, Witkowski Y, Clark Y, Green Y, Harrington Y, Arens Y, Lindberg Y, Hager Y, Daelemans Y **Motion Carried**

New Business:

1. Spring Beautification Awards

The cold snowy spring means that peak tulip time is delayed, so the spring awards will be done after the **May meeting**.

2. Pickup Softball

Commissioner Daelemans reviewed the options for sponsoring casual softball games for adults. Our parks are too small. Roosevelt is too small. Abbot is \$50, Marshbank is \$60 but we need to commit soon to book fields. There is already some interest. It takes 9-12 people on each of two teams to have a game. Fewer people can have a homerun derby. Consensus is that we will promote it, solicit input, and arrange a two-game trial early in the season if response is good.

MOTION by Commissioner Daelemans, seconded by Commissioner Hager, to proceed with offering softball for adults.

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

MOTION by Secretary Clark, seconded by Commissioner Hager to authorize spending up to \$200 to rent a ball field for two games and to supply balls from the Shirts account if response from the public warrants it.

Roll Call Girard Y, Witkowski Y, Clark Y, Green Y, Harrington Y, Arens Y, Lindberg Y, Hager Y, Daelemans Y **Motion Carried**

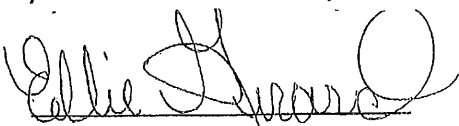
Commissioner Daelemans will draft a flyer and Secretary Clark will work with him on creation, distribution, promotion.

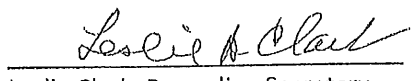
May Agenda items: OLD: Annual parks assessment review (Clark); Casino trip review (Newberry); 2016 grant completion and reimbursement update (Clark); Movie Night Event Planning Update (Arens); Geo-caching Activity Planning Update; Baseball Update (Daelemans) NEW: Pet Waste (Lindberg); Beautification Awards; Bus trip to Springfield Oaks senior day at O.C. Fair Monday 7/9/2018 (Hager); Public Playground Risk Management (Clark)

ADJOURNMENT:

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

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


Ellie Girard, Chairman


Leslie Clark, Recording Secretary