

Parks Board Meeting Minutes
Wednesday January 11, 2016

Board Present: Marshall Cammack, Emily Hirschman, Charles Thomas, Kathleen Hoyle, Jon Peer, Robb Krueger, Susan Atkinson, Tim Earl, Jan Whitcomb
Kendall Klingelsmith - Director of Parks, Recreation, and Senior Center Services
Rod Russell - Director of Public Services
Board Absent - Excused: N/A **Not Excused:** Anna Heystek- Student Member
Guests: N/A

The meeting was called to order by Ms. Hoyle at 6:30 p.m. in DPS.

Minutes from December's meeting were distributed and reviewed. Mr. Peer motioned for approval of minutes, seconded by Mr. Thomas. Motion approved.

New Business:

1) Department Updates: Trisha announced her leave from the department which will start the first week in February. Will start hiring process to fill her spot. Portage as been recommended to receive funding from Michigan DNR Trust Fund grant for Eliason Reserve and Osterhout Trailhead. Budget has now been submitted. Master plan is due for revision next year. Met with Lexington Green Neighborhood group and discussed possibility of dog park, splash pad and other improvements in the park. The neighborhood is on board and hoping to help start a group to help fund the projects. Quotes for fence needed with dog park are being sought at this moment. First Spring Carnival will be March 11th from 4-8pm and held at the Senior Center. Have contracted with Fun Services. Looking for volunteers. Charging stations (Soofa's) are doing well so far at the Celery Flats, they have been being utilized.

Public Services Department Report: Staying busy keeping up with snow removal. Trimming trees and keeping up with park clean up as able and needed. Winter Blast at Eliason takes place this February and will start heavier maintenance on the trail. Continuing with brush pick up. Taking down holiday decorations.

2) Recycled Art in the Park: Ms. Atkinson notes she has Rat Rods lined up. Carrie McFaren will also be contacted. Asks board to please mark their calendars for set up on May 5th and the event on May 6th from 11am-3pm. Tent is delivered the morning of May 5th. Mr. Earl will be the press liaison. Mr. Peer will be the marketing liaison. Ms. Whitcomb will be the sponsor liaison. Will plan to offer mosaic tiling activity for kids at the activity which went over well last year. Ms. Hoyle recommended consideration of mailing to businesses for possible entry participants. Mr. Krueger notes that KVCC has a welding program - will plan to contact. Plans to hang flyers in local craft stores. Will look in to new ways for voting to take place this year besides Weebly, which has been used in the past.

3) Friends of the Park Report:

Board of Directors for 501c3: Mr. Charles has had contact with a person of interest. Ideally we are looking for a lawyer and/or accountant to be part of this board and enthusiastic about the parks. This board will also need a director. Need at least 5 board members to start. Ms. Hoyle is continuing to look in to grants and funding that are available for this. Lawyer is working on base draft of bi-laws that were approved by the board. It cannot be submitted until we have a board in place.

4) Friends Group Update:

a. Newsletter: No updates

b. Coordinator Reports: Mr. Krueger will plan to take over park assignments for Lexington-Green and Eliason Nature Reserve.

c. Facebook update: Continues going well and growing. Continues working on content. Will start linking Recycled Art in the Park on Facebook page.

d. Calendar of Events: No updates. Facility used permits will need to be completed for future events. Mr. Thomas will not be able to do the Green-A-Thon this year. Ms. Hoyle will check with past member Roger Smith if he is interested in running the booth for the event for a couple hours that day. Picnic in the Parks - possible parks: Lexington, Haverhill, Oakland, Harbors West, and Westfield have neighborhood populations that would support these events. Westfield and Oakland will be the planned parks for this year since we did not reach out to them last year. Lexington Green has their annual night out event in August, may plan to piggy back picnic in the park with them again this year. West Lake is a maybe in the future, some concern with ball park users vs neighborhood engagement. It was put to vote for this year and was decided against this year 4-2. National Night Out is August 1st, 2017.

e. Website: Will start promoting Recycled Art in the Park.

f. Other: No updates

5) Meeting Location/Schedule: Reviewed changes with board.

6) Celery Flats Music Festival: Mr. Earl has been in contact with Jon Speeter of the KFO regarding the upcoming event this year. Intent of the event continues to be fund raising for the parks. KFO is looking to write a grant with the city to be able to pay the artists. Discussion on event's future direction. Overland concert series will be going on this summer on Thursday nights per Mr. Klingelsmith. Mr. Earl will plan to have a follow up meeting with KFO to discuss future direction of the event.

Summary Report:

- Review given by Mr. Klingelsmith. First ever New Year's Eve skate was a success.

Comments from the Board:

- N/A

Adjournment: Motion was made by Mr. Thomas, seconded by Mr. Peer. Motion approved, meeting adjourned at 8:05pm.

Respectfully Submitted,
Emily Hirschman, Park Board Secretary