

Park Board Meeting Minutes
Wednesday March 1, 2017

Board Present: Kathleen Hoyle, Jon Peer, Charles Thomas, Robb Krueger, Marshall Cammack, Tim Earl

Kendall Klingelsmith – Director of Parks, Recreation, and Senior Services

Rod Russell – Director of Public Services

Kim Phillips – Portager Senior Citizens Services Manager

Board Absent – Excused: Jan Whitcomb, Emily Hirschman, Susan Atkinson

Not Excused: Anna Heystek – Student Member

Guests: None

The meeting was called to order by Ms. Hoyler at 6:30 p.m. at Stuart Manor.

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

Department Updates:

- 1) **Parks Department:** Ms. Phillips will serve as the interim Parks Director beginning March 6. Interviews are in progress for a new director, and the position may be filled sometime in April. An offer was presented to a candidate for the vacant Program Manager position. That should be filled soon. The Spring Carnival at the Senior Center is Saturday, March 11. Mr. Thomas, Mr. Peer, and Ms. Whitcomb will work the event for the board. John Ryan, Recreation Programs Manager, is coordinating this event. The City has requested quotes for work on the Osterhout trailhead to include restrooms.
- 2) **Public Services Department:** Work continues on the dog park, with a target opening date of June 1. Work will commence this month on the tennis and basketball court resurfacing at Lakeview Park, with a planned completion date of sometime in May. Osterhout trailhead work should be complete in mid-summer, with the parking lot work possibly finishing sometime after that. The City is coordinating with local Native American groups to install one or more carvings in parks.

New Business:

- 1) **Board Goals:** The board reviewed last year's goals and discussed revisions for this year. Ms. Hoyle will send a revised draft via email, for review and comment before the next meeting, when they will be presented for approval.
- 2) **Kazoo Folkflie Music Fest:** Mr. Earl and Mr. Klingelsmith have been in contact with John Speeter of the KFO regarding this event. The contract for the musicians is being reviewed by the City Attorney. The board will have a booth at the event. Mr. Earl will make arrangements to have one or more food trucks at the event.

- 3) **Recycled Art in the Park:** Ms. Atkinson sent an update via email. Invitations were sent to artists and local teachers. The band had been booked and the Rat Rods are confirmed. Award plaques have been ordered. Ms. Whitcomb will coordinate sponsors and judges.
- 4) **Green-A-Thon:** Mr. Cammack is the board contact for this event. He will contact Mr. Smith, the previous board contact, for assistance if necessary. Mr. Cammack will also look in to obtaining some sort of small giveaway item for the event.
- 5) **Get Active Portage:** The board discussed how to update this event based on feedback from prior years. The board decided to move the event to the afternoon, after the youth triathlon is complete. Tentative time is 1:00-3:00pm. The plan will be discussed in more detail at the April meeting. Mr. Earl will contact Lee's Adventure Sports and Pedal Cycle to confirm their availability.
- 6) **Friends of the Parks:** Ms. Hoyle will send out revised draft bylaws for review by board members. Comments are due by 3/24.

Summary Report:

- Review given by Mr. Klingelsmith.

Comments from the Board:

- Board members wished Mr. Klingelsmith well in his new position with the City of Petoskey.

Adjournment: Motion was made by Mr. Thomas, seconded by Mr. Peer. Motion approved, meeting adjourned at 7:28pm.

Respectfully Submitted,
Tim Earl, Park Board Member