

APPROVED
Parks and Recreation Advisory Board Minutes
07/01/2014

Chair Meka Phillips called the meeting to order at 5:20 pm in the Parks and Recreation Community Room in Mayors' Riverfront Park.

Roll Call:

Members Present: Meka Phillips, Travis Bell, Natalie Patchell, and John Johnson.

Members Absent: Michael Markel

City Commission Liaison: Stephanie Moore, absent

Friends of Recreation Liaison: Kathy Wiedmayer, present

Staff Present: Sean Fletcher and Amy Willard

Introduction of Guests: None

Changes to the Agenda: None

Special Presentations: None

Approval of Minutes: The minutes for the June 03, 2014 meeting were unanimously approved.

Old Business:

- A. Alternate for the Tree Committee – John volunteered to be an alternate if Natalie is absent.
- B. Sky Lanterns – Sean said that we will wait on the decision from Portage; no motion is needed.

New Business: None

Event Recommendations: None

Comments:

Citizens: None

Commission Liaison: Stephanie Moore, absent

Friends of Recreation Liaison: Kathy said at the last Friends' meeting, a motion was approved for (4) postcards to be sent out. One is for 'Save the Dates', the second is for the flapjack/pancake guy on July 19, the third is for the baseball game on August 01, and the fourth is for the golf outing on September 17. The approved motion also included e-blasts for the events with the approved amount totaling \$1,485.00.

The Friends' Board was not going to have a July meeting, but decided that it would be wise to have one before the baseball fundraiser. They have scheduled one for Saturday, July 19.

Friends' discussed the golf outing on July 17 at Milham Park. There will be craft beers and heavy appetizers. It was decided that there will be no large meal afterwards.

Parks and Recreation Managing Director Monthly Report: Sean said Denise is currently off from work with no set date back. Erin Zukis' last day was Friday, June 27. He is hoping that her replacement will be hired by September 8. Currently, we have a temp helping out with Erin's duties. He said he wants a candidate that has the right attitude and the right skill set. Mark Polega's last day was Wednesday, July 9. His position will take some time before it is filled. Sean said that he wants board members from Friends' and PRAB to be involved with the hiring process. The person that will fill the position needs to have experience with parks, and will have to have certification in horticulture, landscaping, or as an arborist.

Sean said that staff has been busy-especially with all of the upcoming events. The family camp out and movie night is on July 18. People will camp out around the perimeter of the football field. There is a Growlers game that night with fireworks. Activities will begin around 7p.m. There will be popcorn and pizza, and he is hoping to get vendors selling hot dogs and soda as well.

Lunchtime Live begins July 11 in Bronson Park. The event goes from 1130 a.m. to 130 p.m. There are a lot of activities, food, and live music.

The fishing derby had to be rescheduled because the staff has been so busy. It is now set for the fall instead.

Sean said that PRAB and Friends' board members need to be vocal about investing in the parks at the budget hearings. He said that a park should be remodeled every year until they are caught up. Currently, they are not in acceptable conditions to our residents. Sean said we put in a trust fund grant for the trail that would run along the Portage Creek in Upjohn Park. He said that Jewel Stafford from the DNR should be coming into town within the next couple of weeks to look at the site. He is convinced that the funding will be secured.

Sean said that the bids came in high from the contractors for the Woods Lake Park project, but he is going to get recent updates and send them out to PRAB. The bids came in at \$100,000.00 more than what was budgeted for the project. He said that demolition will begin in mid-July. By next spring, they will return to finish.

Staff: None

Board Members: Natalie said she donated \$125.00 worth of hydrangea into Crane Park to honor Norm Goodling and his wife. His wife's uncle was the original architect for the park, and the couple just celebrated their 50th wedding anniversary. Natalie was concerned about the recognition of the donation. Sean said that he is talking to Jennifer in Finance about the recognition of donations that are products instead of cash.

Natalie said there have been problems with kids vandalizing the parks and smoking pot. There have also been problems with the skate park and the Kik pool. She said it is best not to confront the kids, but rather let Public Safety handle it.

John wanted to know if some trash can lids can be secured for Upjohn Park. Sean said that he is going to look into some options for these at the parks.

Adjournment: 5:50 PM

Respectfully submitted by Amy Willard, Recording Secretary

Recording Secretary

J. Wulfard

Chair

Meka Phillip