

**Parks and Recreation Advisory Board Minutes**  
**September 12, 2023**

Chair Kazmira Herberger called the meeting to order at 5:38 p.m. on September 12<sup>th</sup>, 2023 at Frays Park.

**Roll Call:**

**Members Present:** Kazmira Herberger, Ben Stanley, Joseph Buckman, Rachel Hughes-Nilsson, Isabela Ballez, Riley Nilsson

**Members Absent:** Katelyn Bekken, Jarrett Blackmon

**Staff Present:** Patrick McVerry, Shannon Keene

**Commissioner Liaison:** Esteven Juarez (absent)

**Introduction of Guests:**

**Changes to the Agenda:**

**Special Presentations:**

**Approval of Minutes:**

The Youth Paddle 101 section was updated to include higher event cost and lifeguards provided from the department. Rachel Hughes-Nilsson motioned, seconded by Bela Ballez for unanimous approval of the August meeting minutes.

**Old Business:**

1. National Go Skateboarding Day – Kazmira Herberger and Irma Lopez-Wall have been working on the event but didn't have further updates. They will be able to provide more information next year.
2. Youth Paddle 101 – Bela Ballez needs a marketing flyer to complete sponsorship applications for the event. Shannon Keene will connect her with Amanda and Neal from the marketing department. Bela wants to use the kayaks the department already has in addition to renting some. Parks staff will be able to transport the kayaks and lifejackets to Woods Lake. She also asked Patrick McVerry if there was a possibility for a shuttle to transport kids without rides. He said it might be an option if the department gets a van for the Police Athletic League. If they don't get that, then Bela might be able to use one of the public safety vans. A staff member would be available to drive the van.
3. PRAB Involvement in Kzoo Parks Events
  - a. Halloween Forest – Kazmira Herberger drafted a letter to take to local businesses for candy donations. She asked the board for a list of places to go

for the donations. Kazmira, Rachel, Riley, and Bela offered to volunteer. The board is working to get a total of 60 volunteers for the event to help with the games, candy, cider, and inflatables.

- b. Tree Lighting Ceremony – A total of 30 volunteers is needed for this event and the board will work to fill those spots.

**New Business:**

**Event Recommendations:**

**Adopt-A-Park Applications:**

**Comments:**

**Citizens:**

**Commission Liaison:** None

**Friends of Recreation Liaison Update:** None

**Parks and Recreation Director Monthly Report:** Patrick McVerry said Verburg Park will remain closed until November 30<sup>th</sup> because of the Patterson Street bridge project. There will be a boat launch in the park for the pond. He also said the Farmers Market event building is moving forward. Construction will start in the fall of 2024 and could potentially be finished by May of 2025.

**Staff:** None

**Board Members:** Rachel Hughes-Nilsson told Patrick she knows of a client with vacant land on Gull Road they would like to donate to the city. Patrick already declined the request since he thought the land was for purchase. Rachel said she will find out if the property is for sale or if it's a donation. Patrick said the property doesn't have any parking and it's very wooded. Bela Ballez would like to see the property remain undeveloped and Kazmira mentioned applying for conservation easement from the state. Riley Nilsson let everyone know there is a collective document at the school for students to get volunteer hours. The two park events are currently posted, and a deadline of October 1<sup>st</sup> was added for Halloween Forest. Rachel sent the information to the athletic director since the athletes also need volunteer hours. Bela Ballez asked if anyone was able to contact the person in charge of the food hub at KVCC so she could ask if they would make food for the Youth Paddle 101 event. Patrick said he will reach out to the director of the campus and will follow up next week.

**Adjournment:** 6:35 p.m.

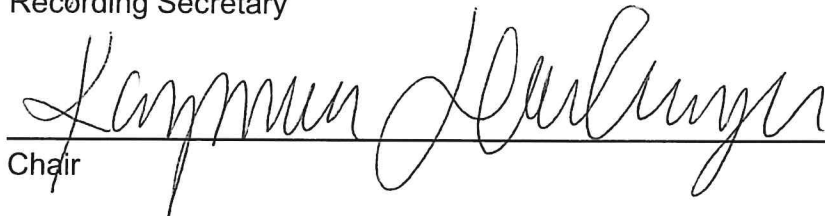
The next Parks and Recreation Advisory Board Meeting will be held on Tuesday, October 3<sup>rd</sup>, 2023 at 5:30 p.m. at Mayor's Riverfront Park.

Respectfully submitted by Shannon Keene, Recording Secretary



10/3/23

Recording Secretary



10/3/23

Chair