

KEEGO HARBOR PARKS AND RECREATION COMMISSION
KEEGO HARBOR CITY HALL
7:00 P.M. January 9, 2019 MEETING MINUTES

CALL TO ORDER: Chairperson Pat Ostroske called the meeting to order at 7:00 PM.

Present: Chairperson Pat Ostroske, Vice Chairperson Angelica Arens, Treasurer Amanda Witkowski, Secretary Leslie Clark, Commissioners Dan Harrington, Kelly Lindberg, Paul Daelemans, Kirsten Sonnevile-Douglass

Absent: Commissioner Val Green

Alternates Present: Robin LaFrance; **Absent:** Jan Hager

Staff Present: City Clerk Tammy Bleashka, Council Liaison Councilwoman Karen Meabrod

Motion by Commissioner Arens seconded by Commissioner Daelemans to excuse Commissioner Green

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

Motion by Commissioner Harrington seconded by Commissioner Arens to seat Alternate Commissioner LaFrance

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

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

At the end of the meeting, Councilwoman Meabrod raised two non-agenda items, so they are being recorded here.

1) P&R should take on the revision of the parking signs at Fran Leaf Park and Hester Court Park to align with our intention that those parking lots be used by visitors to the West Bloomfield Trail Network, and the Willow Beach Swim Site. They should also deal with overnight parking.

2) July 4th fireworks viewing from the beaches requires the parks to be open after 9PM. We can arrange for that.

Meeting closed to the floor.

CONSENT AGENDA:

The minutes of the 12/12/18 Parks & Recreation Commission meeting were reviewed

MOTION by Commissioner Arens, seconded by Commissioner Sonnevile-Douglass to approve the minutes.

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

The financial report dated 1/4/19 was reviewed. Expense payments for the Royal Garden Party are now reflected.

Motion by Chairperson Ostroske seconded by Commissioner Arens to approve the financial report for 1/4/2019.

Roll Call: Lindberg-Y, LaFrance-Y, Arens-Y, Ostroske-Y, Sonnevile-Douglass-Y, Harrington-Y, Witkowski-Y, Daelemans-Y, Clark-Y, **Motion Carried**

REGULAR AGENDA:

Old Business:

1. 2016 Grant Completion & Reimbursement

Secretary Clark reported that the final reimbursement of a little over \$3000 should be received soon. It goes to the City.

2. Recreation Master Plan Review

The subcommittee of Leslie Clark, Kirsten Sonnevile-Douglass and Dan Harrington) will met on Wednesday January 16th at 1PM at City Hall to begin the review. Further assignments may be generated.

3. Holiday Decorating Awards

The Commissioners discussed some ideas for changes to the program that would invite public participation in the judging and drive traffic to the P&R Facebook page. These ideas will be noted in the report for next year.

4. Casino Bus Trip

Commissioners Clark reported that noon slots were currently available at the Greektown Casino for two buses on all of the Saturdays in March. First choice is 3/9, Second choice is 3/23. This year we will charge \$10 per person. Payment will be accepted on EventBrite, and in person at City Hall. The account number necessary for accepting cash for this event will be researched. We do want to have the after-glow at Gino's. The request for buses will be put on the January city council meeting agenda. Chairperson Ostroske will check dates with Gino's. Secretary Clark will make arrangements with the casino. Advertising avenues were discussed. Commissioners Sonnevile-Douglas and Daelemans will help.

Approved 2/13/18

Motion by Commissioner Daelemans seconded by Chairperson Ostroske to spend up to \$300 for a pizza party at Gino's from the Seed Money account.

Roll Call: Lindberg-Y, LaFrance-Y, Arens-Y, Ostroske-Y, Sonnevile-Douglass-Y, Harrington-Y, Witkowski-Y, Daelemans-Y, Clark-Y, **Motion Carried**

5. Memorial Day Parade

We have had little turnover from the Newberrys. Councilwoman Meabrod reported that funds are available from Sid Rubin for the asking, though terms are not clear. The commissioners discussed whether P&R should or could do this. The consensus is that it should be a Parks & Rec event. It will be a stretch for us this year, and we need funding, but we want to do it. Commissioner Sonnevile-Douglass will be the event chairperson. If we get council support and funding, we will appoint a subcommittee to start the planning a new parade. There is interest in working with Sylvan Lake.

Motion by Secretary Clark seconded by Commissioner Daelemans for Parks & Rec to offer to City Council, at the January study session, to coordinate and execute the Keego Harbor 2019 Memorial Day Parade with funding from the City and active support from the City Council for soliciting volunteers; our chairperson will be Kirsten Sonnevile-Douglass with a Parade subcommittee to be named later.

Ayes: Unanimous **Nays:** None

Motion Carried

New Business:

1. Our new Alternate

Robin LaFrance, our new Alternate Commissioner, was introduced and welcomed.

2. Board Members' Talents

Chairperson Ostroske encouraged each commissioner to identify their particular interests and talents so Parks & Rec can make the most of them.

3. Bid Package for Fran Leaf Park 2017-2018 CDBG funds

Secretary Clark reviewed the bid process for this project. The commissioners reviewed layout options and equipment choices. Secretary Clark will present their choices to the City Council at the January Study Session, and work with O.C. to complete the bid package.

4. Egg Hunt

Treasurer Witkowski reviewed the status of the plan for this year. Commissioner jobs will be assigned at the February meeting. Purchasing from Oriental Trading will be done in the next two weeks.

5. Merchandise Inventory

Chairperson Ostroske reported that we have in stock 27 shirts, 26 old stickers, 175 new stickers. We are encouraged to think of ways of selling them, and think of new or different merchandise to sell.

6. 2019 Event Calendar Planning

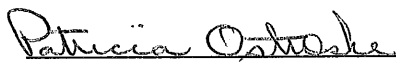
We have not yet set a date for all of our events, such as the summer party event, and possibly July 4th fireworks. Once we do, we can publish this calendar on the city website, social media, and in the welcome packet. We can also deliver it door-to-door.

ADJOURNMENT:

MOTION by Commissioner Harrington, seconded by Commissioner Daelemans, to adjourn the meeting at 9:10 PM.

Ayes: Unanimous **Nays:** None

Motion Carried


Patricia Ostroske, Chairperson


Leslie Clark, Recording Secretary