

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

CALL TO ORDER: Chairperson Pat Ostroske called the meeting to order at 7:05 PM.

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

Absent: Commissioners Val Green, Kelly Lindberg, Vice Chairperson Angelica Arens

Alternates Present: Robin LaFrance, Jan Hager; **Absent:** Sue Murphy

Staff Present: City Clerk Tammy Neeb, Council Liaison Councilwoman Karen Meabrod; City Manager Jered Ottenwess

Chairperson Ostroske reported that Commissioner Lindberg and Alternate Commissioner Murphy have resigned. City staff will report to Council our desire to elevate Alternate Commissioner LaFrance to Commissioner.

Motion by Commissioner Sonnevile-Douglass seconded by Commissioner Daelemans to seat Alternate Commissioners LaFrance and Hager.

Ayes: Unanimous

Nays: None

Motion Carried

Motion by Commissioner Harrington seconded by Chairperson Ostroske to excuse Commissioners Green & Arens.

Ayes: Unanimous

Nays: None

Motion Carried

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY:

- Resident Mary Burke commended the Commission on their excellent outreach efforts of late, and offered to help with the Memorial Day Parade.
- Chairperson Ostroske reported that the Jacket Club has proposed that they provide a food table at our next Taste of Keego, even though they are not a restaurant. This is a new idea, to promote things other than restaurants.
- Alternate Commissioner Hager reported on Optimists Club fundraisers which we can help promote.
- Treasurer Witkowski presented a sample of a composite sign made by the GraphXshop and pricing estimates, the condition of the wooden entry and park signs being a likely upcoming project.

CONSENT AGENDA:

The minutes of the 4/10/13/19 Parks & Recreation Commission meeting and the 5/7/19 finance report were reviewed.

MOTION by Commissioner Daelemans, seconded by Commissioner Harrington to approve the Consent Agenda.

Roll Call Vote: Hager Y, LaFrance Y, Ostroske Y, Sonnevile-Douglass Y, Harrington Y, Witkowski Y, Clark Y, Daelemans Y

Motion Carried

REGULAR AGENDA:

Old Business:

1. Memorial Day Parade

Commissioner Sonnevile-Douglass presented a budget and status report for the parade. A list of remaining volunteer positions was reviewed. Jason George was consulted on the PA system we were considering, and not recommended. We are all encouraged to share the social media postings. Commissioner LaFrance and Secretary Clark will prepare the old sandwich board to advertise the kinds bike decorating and post it at Webb Park around 5/15. under consideration was when the patched banner will be hoisted. We have received over \$300 in contributions. Float registration is due 5/17.

City Manager Ottenwess explained the revisions being made to the accounting lines for the upcoming city budget, and how P&R accounts will fit into that. It is likely that there will be one official donations account for the city, and P&R itemization of contributions will be maintained separately by P&R. A new deputy treasurer starts 5/20/19. After that we will reconcile our finances with the city staff. Meanwhile we are to reference the existing account numbers on purchase orders.

2. P&R Participation in the Parade

Approved 6/12/19

Assignments were made. We have two to carry the banner, and probably 1 to pull a wagon of candy to toss. Red P&R shirts will be provided to those marching for P&R. Volunteers helping with the kids bike decorating can join the P&R section of the parade as it goes by. Several others will serve in volunteer capacities that may preclude marching.

3. Egg Hunt

Event Chair Witkowski presented her report on the very successful 2019 egg hunt. We have not had dry weather for drying the eggs that were put away wet. We need a better sound system. The borrowed tent worked well in the rain and will be incorporated into future plans. A plan is in place for culling eggs next year.

4. Parks Update

Secretary Clark reported on the wear mats are in place thanks to Theta Chi volunteers, and the soccer nets donated by George Derderian from Ultimate Soccer are up. Fran Leaf Playscape Replacement date has not been set. Secretary Clark will follow up with the vendor. A few volunteer projects for parks maintenance have been defined and published in SignupGenius on Facebook. It is too soon to tell if it will work. Kits have been defined for the projects. Supplies need to be purchased. \$178.04 remains of FY18/19 Supplies funds. Parks survey data has not yet been released by HRC.

Motion by Commissioner Daelemans seconded by Alt. Commissioner Hager to spend up to \$178.04 on kit supplies.

Roll Call Vote: Hager Y, LaFrance Y, Ostroske Y, Sonneville-Douglass Y, Harrington Y, Witkowski Y, Clark Y, Daelemans Y

Motion Carried

5. Summer Garden Party Budget

Event co-chair Witkowski presented an analysis of likely costs and revenues for this event. The proposed budget is currently \$900, with a reasonably good chance of taking in \$600 in ticket sales. The major expenses are close to \$600 and are the most critical for a successful event. The theme of Mad Hatter's Tea Party may make it hard to find an actor. **Motion** by Secretary Clark seconded by Commissioner Sonneville-Douglass to authorize spending up to \$900 from the Taste of Keego account for 2019 Summer Garden Party.

Roll Call Vote: Hager Y, LaFrance Y, Ostroske Y, Sonneville-Douglass Y, Harrington Y, Witkowski Y, Clark Y, Daelemans Y

Motion Carried

6. Memorial Plaque and Swing

City Clerk Neeb reported that the funds have been raised for the bench and plaque and the order will be placed. The placement of the bench was reviewed, with DPW's recommendation of the north side of the pond noted.

7. Spring Beautification Awards

Secretary Clark collected reports of awards given so far and asked that the rest be complete by this weekend.

8. Garden Club Update

Secretary Clark reported that the Garden Club will be weeding and mulching Veteran's Memorial Park on 5/19 10-noon and Webb Park on 6/2 9-1.

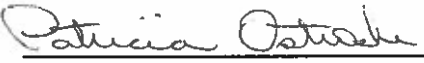
ADJOURNMENT:

MOTION by Commissioner Daelemans, seconded by Commissioner Harrington, to adjourn the meeting at 8:51 PM.

Ayes: Unanimous

Nays: None

Motion Carried


Patricia Ostroske, Chairperson


Leslie Clark, Recording Secretary