



**CITY OF WALLED LAKE
PARKS & RECREATION COMMISSION
MONDAY, NOVEMBER 13, 2017**

The Meeting was called to order at 7:31 p.m.

ROLL CALL: Cheney, Hecht, Moore, Palmer, Skronek

ABSENT: **Loch

OTHERS PRESENT: Recording Secretary Joyce,*Financial Advisor Colleen Coogan

*Coogan arrived at 7:55 and 8:14

**Loch arrived at 8:40

P&R 11-01-17 MOTION TO EXCUSE TAMARA LOCH FROM TONIGHT'S MEETING

Motion by Palmer, seconded Cheney, CARRIED UNANIMOUSLY: To excuse Tamara Loch from tonight's meeting due to special City Council Meeting.

REQUESTS FOR AGENDA CHANGES: None

APPROVAL OF MINUTES:

P&R 11-02-17 APPROVAL OF THE OCTOBER 9, 2017, PARKS AND RECREATION COMMISSION MEETING MINUTES

Motion by Cheney, seconded Shronek, CARRIED UNANIMOUSLY: To approve the October 9, 2017, Parks and Recreation meeting minutes.

COMMUNICATION: None

AUDIENCE PARTICIPATION: None

UNFINISHED BUSINESS:

1. Fireworks/SummerFest – Future Planning

It was felt among the Board members that we should begin work on this event as soon as possible. Overall consensus was that a sub-committee should be formed with members of City Council, DDA, Parks and Recreations and the Civic Fund. Commissioner Hecht

and Chairman Moore will approach City Council and get their feelings on the formation of a sub-committee. They will see if they can get on the December 19th agenda.

Points for discussion with City Council are:

- To form a sub-committee to get more involvement between all groups in order to get some organization for the event and start planning earlier.
- End confusion with sponsorships between different groups.
- Get a roster of people involved with the organization of the event.

Everyone agreed that last summer's event was fun and well attended but we don't need competition between the Civic Fund and the City.

Commissioner Hecht said he would be on the sub-committee. Chairman Moore felt he would possibly be available.

Commissioner Hecht asked about the Park maintenance. Chairman Moore stated that the weed control was to be put down this fall and the fibar would be put down next spring. They will be looking at the gazebo for repair. We should be getting a report in the near future.

NEW BUSINESS:

1. Holiday Tree Lighting

Chairman Tim Moore stated that he has had contact with Dori of Dance Dynamics and they will have a group of dancers perform at the Tree Lighting Ceremony. Unfortunately, the Twirl-M's will not be attending due to Rhonda Mascaro's illness.

Commissioner Bob Palmer will pickup the donations at McDonald's and Tim Horton's.

Secretary Joyce will purchase more cocoa and table cloth and bring her cookie trays.

Secretary Joyce ordered the ornaments from Oriental Trading. This year's ornament is a cup of hot cocoa with a candy cane in it. On the front of the mug is a place for them to put their name. She thought the ornament fit out event.

*Colleen Coogan, Financial Advisor arrived – 7:55p.m.

Ms. Coogan stated that Council has approved \$10,000 for park improvements. Also, \$20,000 for the relocation of the port-a-johns on the beach was approved. The port-a-john coverage at Sims Park were not included in this quote. \$98,5000 was adopted for the Parks and Recreation budget. Of the \$98,500, \$40,00 is for the trail. They are currently doing the trail budget and not all of the \$40,000 will be needed; only \$20,000 will be needed. The other \$20,000 can be rededicated to other areas. This will give the Commission about \$30,000 to do some changes.

Ms. Coogan had to leave for the City Council meeting but stated she would be at the Commission's January meeting.

The Commission went over the preparation list. Chairman Moore will get with Dan Ladd of the DPW in regards to the layout of the fire station.

Pastor Chris Doak of the Market Street Church will be giving the invocation this year.

Commissioners should try to be at the Fire Station by 5:30 to help setup.

2. **Memorial Day Parade Application**

Secretary Joyce has asked everyone to review the Memorial Day Parade application. We want to make sure we do not have issues like this past year. Only elected officials will be allowed. It was felt that everyone should look at the application and we will finalize the application at the January meeting.

OTHER BUSINESS:

*Colleen Coogan arrived following their City council meeting – 8:14 p.m.

In continuation of her earlier discussion, Ms. Coogan stated that the Commission has a budget of \$98,000. \$26,000 is taken out for personnel allocations. This leaves \$72,000. Line items are allocated but the Commission can redirect funds as long as they don't go over the total budget.

Ms. Coogan stated that there are large ticket items in capital improvement that have been included in the budget. One of these items for the 2018 budget is the parking lot at Sims Park. \$100,000 has been budgeted.

In January, Dan Ladd from the DPW will be attending the Parks and Recreation meeting to help implement changes. Ms. Coogan suggested that the Commission come up with a 5-year plan.

Ms. Coogan stated that the trail will take a lot of the budget. She stated that each community is responsible for the maintenance within their borders. Walled Lake's liability is the depot center and parking lot. Wixom and Commerce have agreed to renegotiate that the depot center in perpetuity will be maintained by the three communities. The question is, what is their incentive to stay in the agreement after the completion of the project.

Ms. Coogan said there are a lot of strange little things happening with the trail that she does not know what is going to happen. Walled Lake needs to be positioned so it does not get stuck with huge issues in the future.

Ms. Coogan said she will begin coming to the Parks and Recreation Commission meetings as the Trail is part of the Parks and Recreation. She is hoping that with Dan Ladd and herself coming to the meetings it will help the Commission with their 5-year plan.

Chairman Moore asked about a master plan. He knows that it requires a master plan to apply for grants. Ms. Coogan stated that they would like to have our plan done by March in order to apply for grants. She will have McKenna work on it and have a timeline and a draft for the Commission in January. It was stated that McKenna has staff that are grant writers.

**Tamara Loch arrived following their City council meeting – 8:44 p.m.

Ms. Coogan thought grant application needed to be done by March. Then the Commission can go to Council with their plans for the next 5 years. Plan does require some Public Hearings.

Secretary Joyce will provide a financial statement in January.

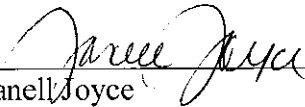
Commissioner Hecht asked if the Commission could contribute some of their budget to the fireworks. Ms. Coogan stated that she didn't think we could contribute to a group that took donations.

Ms. Coogan said she would get the Commission the list of the Trailway meeting dates and if anyone could make it from the Commission it would be great.

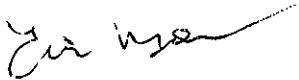
The Commission thanked Secretary Janell Joyce and the DPW for their hard work and support to the Parks & Recreation Commission.

P&R 11-03-17 ADJOURNMENT

Motion by Cheney, seconded by Palmer, CARRIED UNANIMOUSLY: To adjourn the meeting at 9:02 p.m.



Janell Joyce
Recording Secretary



Tim Moore
Chairman