



**CITY OF WALLED LAKE
PARKS & RECREATION COMMISSION
MONDAY, OCTOBER 14, 2024**

The Meeting was called to order at 7:30 p.m.

PLEDGE TO FLAG

ROLL CALL: Arnold, Adams, Fernandes, Johnson, O'Rourke, Robertson

ABSENT: NONE

OTHERS PRESENT: Assistant City Manager Jaquays, DPW Superintendent Ladd

REQUESTS FOR AGENDA CHANGES: None

APPROVAL OF MINUTES:

P&R 10-01-24 APPROVAL OF THE SEPTEMBER 9, 2024 PARKS AND RECREATION COMMISSION MEETING MINUTES

Motion by Fernandes, seconded by Robertson, CARRIED UNANIMOUSLY: To approve the September 9, 2024 Parks and Recreation meeting minutes.

AUDIENCE PARTICIPATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

DISCUSSION:

1. Market Place Update

Ms. Jaquays said three markets remain for the 2024 season. Ms. Jaquays reported that the market held a Harvest Festival last week featuring Katie Jones from State Farm with donuts and cider, live music from a local musician, inflatable bounce house, and a photo opportunity with a fall backdrop. Ms. Jaquays thanked the DPW team for arranging the photo space and volunteer Ms. Loretta Whitt for decorating and outfitting a skeleton for the photo opportunity space.

Parks and Recreation Chairman O'Rourke thanked the DPW team for the fall display in front of City Hall.

Parks and Recreation Commissioner Fernandes asked who designed the large pumpkin in front of City Hall?

Assistant City Manager Jaquays said Vanhoutte Farms, one of the produce vendors at the market, carved the pumpkin. Ms. Jaquays said every year they carve a pumpkin for the City and typically they carve a pumpkin for Great Harvest Bread Co. and they feature the pumpkin at their store front on Maple Road.

2. Mayor Ackley's Trunk-or-Treat

Ms. Jaquays said this event is held in conjunction with the City's DDA. Ms. Jaquays said the event is scheduled for Sunday October 27, 2024 from 11AM to 1PM. Ms. Jaquays shared the event flyer. Ms. Jaquays said she anticipates 45-48 vehicles to participate. Ms. Jaquays thanked the DDA Board for sponsoring the petting zoo, held at Riley Park. Ms. Jaquays thanked the Greenhouse staff for coordinating the vehicle participation.

Chairman O'Rourke asked where vehicles will be set up?

Ms. Jaquays said participating vehicles will be staged at the Greenhouse parking lot across from their storefront. Ms. Jaquays said visitors will be able to park at the municipal parking lot at Riley Park, and utilize the street parking along Common Street. Ms. Jaquays said if the commissioners could please spread awareness of the event that would be great. Ms. Jaquays said the Fire Department and the Police Department will be participating and decorating their vehicles.

Parks and Recreation Commissioner Adams suggested a decoration competition amongst the residential homes and/or businesses. Ms. Adams suggested a holiday lighting competition as well. Ms. Adams suggested a gift card reward for the winners.

Chairman O'Rourke said the idea was a great idea and suggested we begin those discussions early next year with the businesses and residents.

Parks and Recreation Commissioner Fernandes asked DPW Superintendent Ladd about the gazebo fire.

DPW Superintendent Ladd reported that there was an electrical fire at the gazebo at Riley Park, Friday afternoon. Mr. Ladd said an outlet that was installed at the top of one of the columns caught on fire; Mr. Ladd hypothesized that an animal chewed on the wires and resulted in the fire. Mr. Ladd reported that the Fire Department was called and they responded quickly to the incident. Mr. Ladd said there is extensive damage to the ceiling and some shingle/roof damage and floor damage. Mr. Ladd said the Fire Department is completing the fire report. Mr. Ladd said the gazebo will be cleaned up before the Trunk-or-Treat; however it may not be accessible to visitors. Mr. Ladd said discussions between the City Manager and staff are being held to determine the future direction. Mr. Ladd said the gazebo was built in 2000. Mr. Ladd opined that gazebo design is very enclosed and

not utilized to its fullest potential. Mr. Ladd stated in 2000, the construction was \$30,600. Mr. Ladd said to replace the gazebo will be costly.

3. Tree Lighting Ceremony

Ms. Jaquays said the City's annual holiday Tree Lighting is scheduled for December 2, 2024 at 7 PM. Ms. Jaquays said she has confirmed participation with the Walled Lake High School Bands and the Walled Lake Glee Club. Ms. Jaquays thanked the Walled Lake United Methodist Church Paster Walkup for delivering the invocation this year. Ms. Jaquays said she has confirmed Ms. Claus's attendance. Ms. Jaquays said the City is accepting applications for Santa Claus.

Parks and Recreation Commissioner Robertson advised to check on the outlets at the Fire Bay prior to the event to ensure they are working.

Ms. Jaquays said she will be working with the Fire Department to ensure the outlets are functioning to avoid any lapse in providing hot chocolate to the visitors. Ms. Jaquays said she will be ordering additional cookie trays. Ms. Jaquays said staff will be reviewing different heater/thermos and upgrading their current equipment.

Chairman O'Rourke suggested different ways to streamline the hot chocolate making and investing in higher grade heaters.

Commissioner Adams suggested hand washing stations and providing hand sanitizer.

Chairman O'Rourke discussed different ceremony and podium layouts to encourage people to gather by the stage during the ceremony.

Commissioner Arnold suggested different ways to utilize the Fire Bay and creating an indoor/outdoor space, noting that after the Tree Lighting the Fire Bay becomes packed.

DPW Superintendent Ladd said staff is reviewing different podium purchases for the Tree Lighting and future City events.

Chairman O'Rourke said the Walled Lake United Methodist Church would like to participate during the ceremony and prepare a few holiday carols to sing.

Ms. Jaquays said she would like to highlight a few of the activities that the library is hosting and said there is a scheduled Storytime and Costume Parade on October 30th at 11AM. Ms. Jaquays said this will be the last market day.

P&R 10-02-24 ADJOURNMENT

The meeting adjourned at 8:13 p.m.

Hana Jaquays
Recording Secretary

Dennis O'Rourke
Chairman