

PARKS & RECREATION COMMISSION
City of Walled Lake
February 8, 2016 - 7:30 P.M.

The meeting was called to order at 7:30 p.m. by Chairman Tim Moore

Present: Moore, Cheney, Costanzo, Loch, Palmer, Rondeau

Absent:

DETERMINATION OF A QUORUM – Quorum was declared.

The Commission welcomed Tamra Loch to the Commission. She is our new liaison from City Council.

CHANGES TO AGENDA – None

APPROVAL OF MINUTES --

PR02-01-16 -- Motion to approve the minutes of January 11, 2016.

Moved by Rondeau, supported by Costanzo

To approve the minutes of the meeting of January 11, 2016, as submitted.

VOTE:

UNANIMOUSLY CARRIED

AUDIENCE PARTICIPATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Budget Presentation

Colleen Coogan, Finance Director for the City of Walled Lake, explained how the Parks Recreation Budget falls in line with the City Budget. Not all dollars spent for Parks & Recreation events are allocated to the Parks & Rec cost center. DPW and Police Department costs are not included in this cost center. No capital expenses are put in it either. The budget basically covers administration costs and the actual costs of what is spent on activities.

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Ms. Coogan did a cost analysis of the 2015 Market Day event and explained the breakdown. The event was approximately a \$10,000 expense to the City.

Commissioner Costanzo asked how the commission should ask for a budget increase for signage for the events. This would be out of the administrative line item or office office line item. Ms. Coogan stated that we can spend money on signs; dollars do not need to be specific to the line item. It can be spend wherever it is fit.

The Commission asked Ms. Coogan to see if City Council would give them a larger budget this upcoming year in order to Commission to purchase sign and banners. She said she would take the request to City Council. It was felt that \$1200 would be a good amount for a signage budget for temporary sign. The City Engineers have also thought we needed signage. They have mentioned wayfinding signs. She will mention these type signs at the DDA meeting and they may help support the Commission with them.

Commissioner Loch felt that a sign at Mercer Beach showing the location of other City parks would be a nice feature to the Beach area and be informative. It could be under plexi-glass and could show where City events will be taking place.

Commission Costanzo mentioned seeking sponsorships for events from local businesses. Commissioner Rondeau stated that has a previous business owner; they get tired of being continually asked for sponsorships.

There was brief discussion on bringing Market Day in with a Beach Party theme to be held in conjunction with the fireworks. This would need at least a year of discussion and organization.

Ms. Coogan said the Commission has approximately \$4700 left in this year's budget. She will ask for a \$1200 amendment for signage.

2. Easter Egg Hunt

Commissioner Rondeau feels that Oriental Trading has the best prices for candy and prizes. There are plenty of plastic eggs on hand but it was felt that more candy is needed this year. Commissioner Rondeau volunteered to put the prize baskets together. Secretary Joyce said she would be glad to help if needed.

The Commissioners went over the Easter Egg Preparation list and everything looks like it is on schedule.

3. Memorial Day Parade

Chairman Moore will contact Mr. Hollander who is a World War II veteran to see if he will be our Grand Marshall this year. Secretary Joyce will also see that it is put on the marquee to see if anyone else is interested. She is hoping to have the parade applications

in the mail by the end of February. Chairman Moore has given an application to the Shriners representative and it appears as though they will be participating this year.

4. Concerts

It was felt that the Novi Concert Band wasn't a good draw last year. And, they only played for one hour and packed up and left. It was felt that another band should perform at the Villa. It was felt that the Juarez Sisters be asked to perform and pay them this year.

The Commission discussed the "Movie in the Park" event. Commissioner Costanzo will find out what is available for movies and will bring information back to the Commission at next meeting. It was also felt that a Saturday night movie may be better than Friday night -- during the month of August.

Commissioner Costanzo recruited sponsors for the 2015 "Movie in the Park" event. It was felt that sponsorship should again be sought to help defray the costs. Commissioner Rondeau stated that as a prior business owner she did not like sponsorships. She felt it would be nice to do the event without sponsorships. Overall it was felt that sponsorships should be sought – commissioners will attempt to seek larger companies and corporations.

Commissioner Costanzo has a preparation list that he put together last year. He will bring this information to the March meeting along with the movie catalog.

It was determined that the pizza/pop sales at the concerts weren't making enough to make it worthwhile.

Chairman Moore will get in touch with the Laughing Madmen and Groove Therapy. Commissioner Cheney will contact the G.L. Burns and the Juarez Sisters to see what dates they are available for this summer.

5. Farmers Market

May 4th is opening day this year. Secretary Joyce will be sending out the applications within the next couple of weeks. All vendors that participated last year will be receiving applications for the event this year. She has also had requests from a couple of new vendors that would like to participate.

6. Market Day

The Commission felt that they would like to once again have Market Day. This year the event would be held on Sunday, August 28th. It will be the 41st year of the event.

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PR02-02-16 -- Motion to continue the Market Day event

Moved by Rondeau, supported by Palmer

Motion to continue on with the 2016 Market Day to be held August 28, 2016.

VOTE:

UNANIMOUSLY CARRIED

OTHER BUSINESS:

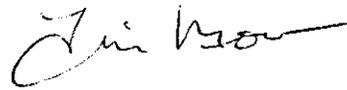
Chairman Moore again welcomed Tamra Loch to the group. Her input is greatly appreciated.

The Commission thanked Janell Joyce and the DPW crew for their work and efforts.

The meeting adjourned at 8:24 p.m.

Respectfully Submitted,

Janell Joyce
Recording Secretary



Tim Moore, Chairperson
Parks & Recreation Commission