

**Parks Board Meeting Minutes**  
**Wednesday July 1, 2015**

**Board Present: Doug Barrett, Tim Earl, Emily Hirschman, Kathleen Hoyle, Jon Peer, Roger Smith, Charles Thomas, Jan Whitcomb, Mr. Klingelsmith Klingelsmith**

**Board Absent: Susan Atkinson, Charles Thomas, Student Member**

**Guest: John Speeter from KFO**

The meeting was called to order by Chairperson Kathleen Hoyle at 6:35 p.m. in Ramona Park.

Minutes from June's meeting were distributed and reviewed. Mr. Peer motioned for approval of minutes, seconded by Ms. Whitcomb. Motion approved.

**New Business:**

**1) Department Update:**

- Updates from Mr. Klingelsmith. Introduced himself and his background.
- Wants to revive farmer's market, hopefully this year. Possibly hold on Sunday afternoons where Senior Center is while library is closed during the summer. No other farmer's markets are open on Sundays. Notes this may be a fundraising opportunity for the Friends of the Park in the future. City just purchased 3 lots on Brown St behind Senior Center, questioning this as a future location for the farmer's market or community gardens.
- Still in discussions about opening a dog park.
- Water has been drained at Millennium Park skate rink. Discussion about changing to a destination park, but it does not drain well. Exploring options to make it a more year round park. Drainage issues and leveling issues need to be fixed along with architectural properties of the park.
- Exploring opportunities for redeveloping the interpretive center.

**2) Ramona Park Overview:** Ms. Whitcomb provided history and background.

**3) Individual Park Reports:**

Park reports provided from respective board members:

Haverhill: Well used, lots of dogs. Will check basketball nets next time.

West Lake: No updates.

Oakland: No updates.

Ramona: Put in new aluminum dock. It is underwater at the moment.

Schrier: No updates.

Lakeview: Discussed replacement schedule for play equipment. Resurfacing tennis courts likely this year.

Millennium: No updates.

Central: Concert in bandshell coming up. Playground needs mulch and updating. Needs to be mowed when grass is dry. Berry trees on path may need to be trimmed. Parking lot lines could be redone. Mr. Klingelsmith notes new park entrance to be made soon, it will be gated in case of events in the park.

Liberty: After drainage, looks and smells better.

Eliason: Mr. Klingelsmith reported that vision is for connection to Osterhout in future. Diseased trees were cut down. Waiting to remove them until black oak disease is dormant in hopes of not further spreading the disease to other trees. The disease should be dormant in the fall. Trail work will be pushed to next spring. Long term goals will be maintained, just postponed. Hike to concert is still being planned in a cleaned out area of the park.

South Westnedge: No updates.

Lexington Green: No updates.

Mr. Klingelsmith notes some play equipment not to code and plans to replace in the near future. Hoping to redo a couple each year. Square posts take priority.

- 4) **Green-A-Thon Update:** To be removed from future agenda. Will keep in mind that next year we need to have tables set up.
- 5) **Friends of the Park Report:** Password was lost. City connected pay pal account and changed password. Ms. Hoyle now has. Everything is up and running now. Ms. Hoyle notes email account needs to be managed by a board member. In a future meeting we will plan out who will take over specific duties.  
Mr. Peer continuing to find quotes on name tags. Likely will not have in time for music festival.
- 5) **Park Board Website:** Mr. Peer sent over updates on Recycled Art in the Park and winners. City to post to website.
- 6) **Get Active Portage:** Mr. Earl to walk through details with Mr. Thomas and Ms. Hirschman and how to work with the triathlon. Bronson Athletic Club to be allowed to have table for free this year since they are involved in both. If business donates to the auction they can have table for reduced rate. Hayloft now has the tables that used to be stored in the beach house, these will need to be brought over the morning of the event. Lee's to come and do kayak demo.
- 7) **Celery Flats Music Festival:** Flyer submitted by KFO for the music festival to the parks department. Park board approved. Bill had sandwich board with large poster board made at last year's event at the entrance. One at Romence Rd, two at entrance of celery flats.

Mr. Klingelsmith to make 8 of these to put up for the event. Mini ones can be made to hand out.

Ms. Hoyle asked for KFO to give schedule prior to event.

Peggy from city has been helpful with KFO and they were very appreciative of all her help. KFO to double check with Peggy that they are all ready. Mr. Speeter has checked amphitheater sound and made sure it will not mix in with the musicians on the main stage. Musicians and board members can park in the lot behind barn on day of event. Will need 5 easy ups and have them set in grain elevator for easy access the day of the event. We will provide an easy up for the caterer.

Volunteering from the board members is needed from 11-5pm. Attendance is mandatory. Mr. Earl and Ms. Hirschman to show up with KFO around 9:30am that morning. Looking for at least 10 volunteers for event day. Ms. Hoyle to call Susan Williams to ask for her help with the event. Mr. Klingelsmith plans to be at the event.

Mr. Klingelsmith given receipt for driver gift card for reimbursement to Ms. Hirschman. Mr. Earl to make lanyard name tags for board members to wear at the event. Ms. Hoyle and Mr. Smith to count down the money at the end of the event.

Ms. Hoyle brought signage examples. Mr. Earl notes no need for kid's area signage. Ms. Hoyle to have boxes ready to go for events. They will be located in Stuart Manor. Ranger will be present at that time to let board member in.

Laurie Moore show next Friday timeslot has been set up. Prerecording at 10am, airs at 4pm. Don't wear white shirt or stripes. John Speeter to be present with member of park board. Two radio interviews will also be set up. Ms. Hoyle and Mr. Speeter to do these. They will air the week of the event. Ms. Hoyle to send media to Mr. Peer for the website. Ms. Hoyle to touch base with the Kalamazoo Arts Council. Need to add their logo to all promotional materials.

Mr. Klingelsmith to welcome everyone to the parks, give small speech regarding Friends of the Park and donations. Kalamazoo Arts Council to also have this option.

\*\*All board members need to be trained by Mr. Peer on pay pal app. We will have three at the event. Mr. Peer to pursue extra-long connectors for phones with fool proof cases.

### **Summary Report:**

- Mr. Klingelsmith reviewed attached with board members.

### **Comments from the Board:**

- Facebook page update from Ms. Hirschman. Ms. Hoyle to see if she can find previous page holder for passcode.
- Mr. Klingelsmith gave update on budget.
- Mr. Peer is pursuing 501c3 with Mr. Klingelsmith and Ms. Hoyle.
- Discussion of splash pad in the future.

- Discussed park board members and high level Friends of the Park members getting free access to ramona park. Will need sticker/card for access. Mr. Klingelsmith ok with this but will need to look further into why this may have been an issue in the past.

**Adjournment:** Motion was made by Ms. Whitcomb, seconded by Mr. Peer. Motion approved, meeting adjourned at 8:15pm.

Respectfully Submitted,  
Emily Hirschman, Park Board Secretary