

**Parks Board Meeting Minutes**  
**Wednesday April 13, 2016**

**Board Present: Marshall Cammack, Emily Hirschman, Kathleen Hoyle, Jon Peer, Roger Smith, Charles Thomas, Susan Atkinson**

**Kendall Klingelsmith - Director of Parks, Recreation, and Senior Center Services**

**Board Absent - Excused: Tim Earl, Jan Whitcomb**

**Board Absent: Molly Ryan, Student Member**

**Guests: N/A**

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

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

**New Business:**

**1) Department Update:** Director Klingelsmith updates: Lakeview and Schrier playgrounds are in the process of updates. Trail relocation, north of Milham on Bicentennial trail, most of the trees have been removed, awaiting DEQ permit. Eliason Nature Reserve is scheduled for early May to start trail prep, timeline is to be done by the end of July. Ramona Park is making great progress with rental building. Awaiting architecture plans for the Interpretive Center. Parking lot to be updated to provide more convenience and flow. New programs being offered at the Senior Center this summer. 126 teams (up from 118 teams last year) for softball this year. There is an electronics recycling program going on this Saturday at the Public Services building from 10am-2pm.

**2) Recycled Art in the Park 2016:**

Ms. Atkinson reported updates. Notes everything is coming along well with the event. Up to 10 artists entered at this time. Mass mailing and promotions were done. Many school districts were emailed. Believes moving the date may have caused some artists to be unable to participate this year. Plan to have steady date in the future. Unable to get food truck participation, food trucks hesitant to participate for just walk up sales. Will look into ice cream vendors. Rat Rods were unable to attend this year due to other event. Will reach out to Ruth Caputo with the Environmental Board to see if they would be interested in coming to the event to promote recycling or give some sort of demo. Hired Hands band will be there that day. Rentals/tents/etc have all been made at this time. Schupan & Sons and Eaton have both provided grants for the event. Three judges have been confirmed by Ms. Hoyle. Friday, May 6th, will be set-up at 8-9am: Mr. Cammack, Mr. Smith, Mr. Earl, Ms. Hoyle, and Ms. Atkinson will plan to be there. Plant set up at 6-7pm: Ms. Hirschman, Ms. Hoyle, Mr. Peer, Mr. Cammack, and Ms. Atkinson plan to be there. The craft project this year will be mosaics using discarded tiles that Central Tile have donated. Looking for volunteers to set up Welcome/Friends of the Park booth around 7am - will need to have Ranger open Stuart Manor. Tables will be delivered that morning. Mr.

Thomas and Mr. Peer will plan to be there. Pick up will be the following Sunday, May 15th from 7am-8am: Ms. Atkinson, Mr. Thomas, Mr. Peer, and Ms. Hirschman plan to be there.

**3) Celery Flats Music Fest 2016:**

Will continue to update as able.

**4) Green-A-Thon:**

Mr. Smith and Mr. Charles both planning to be there April 23rd. Mr. Thomas and Mr. Smith will put up the tent at Celery Flats at 10:30am. Event starts at 11am.

**5) Picnic in the Parks:**

Mr. Cammack reported updates. Working on activities to offer during events. Board notes key demographic will be kids. To look into costs for grills, food, and activity kits. Looking in the range of \$160/kit. Board discussed that good options for games would be kickball, basketball, jump ropes, water balloon toss, Frisbee, etc. Looking into volunteers that would be needed for the events. Plan is to send postcards to the target neighborhoods for the events. Mr. Klingelsmith notes the Student Advisory Members may be interested in volunteering. Food will be free to participants. Mr. Cammack to contact Gordons, McDonalds, and SAB for donations and volunteers. Plan for Mr. Klingelsmith, Mr. Earl, and Mr. Cammack to meet at park and discuss event in further detail. Will offer drawing for Ramona Beach Passes.

**6) Glen Miller Band:**

July 5th, Time TBD at the Bandshell. Chair/table set up, aid with band set up as needed. Volunteers at entrance to help direct attendees and be present at an information booth. Board support would be appreciated. Updates to be provided by Mr. Klingelsmith.

**7) Friends Group Update:**

**a. Newsletter:** Next month the name is to be decided. Friends of Ramona Park article. A health/fitness segment to be provided by Ms. Hirschman. Upcoming events will be included. Mr. Peer to come up with a Facebook promo piece. Mr. Peer brought up the idea of setting up a "Visit the Park" geocache.

**b. Coordinator Reports:** Will defer to next meeting.

**c. Facebook update:** Mr. Peer notes not much activity over the past month, updates provided. City of Portage to help with page. Attorney list to be sent to Mr. Peer by Ms. Hoyle this month.

**Summary Report:**

- Review given by Mr. Klingelsmith.

**Comments from the Board:**

- Ms. Hirschman to update entry form for Get Active Portage and provide at next meeting.
- Ms. Hoyle to provide board with updated coordinator sheet, board goals, and calendar of events.

- Mr. Klingelsmith notes goals meeting is in two weeks, Ms. Hoyle will be there to present.
- Mr. Peer requests more material for upcoming events to aid in promotion.

**Adjournment:** Motion was made by Mr. Peer, seconded by Mr. Cammack. Motion approved, meeting adjourned at 7:55pm.

Respectfully Submitted,  
Emily Hirschman, Park Board Secretary