

**Approved Minutes
Mt. Pleasant Parks and Recreation Commission
Tuesday, January 28, 2014
7:00 p.m., City Hall**

- I. **CALL TO ORDER** - Meeting called to order at 6:59 by Chair Roberts.
- II. **ATTENDANCE AND DECLARATION OF QUORUM**
 - A. Commission Members: Alsager, Batcheller, Boyle, Roberts, Weaver, Winslow
 - B. Parks and Recreation Staff: Anthony, Bundy, Way
 - C. Guests: Acting City Manager Nancy Ridley
 - D. Public Attendance: CM Life Reporter
- III. **APPROVAL OF AGENDA/MINUTES & COMMISSION BUSINESS**
 - A. Changes/Approval of Agenda – Agenda approved as presented.
 - B. Approval of Minutes – Motion by Comm. Batcheller, second by Comm. Weaver to approve the minutes of Tuesday, November 26, 2013.
MOTION CARRIED.
- IV. **INTRODUCTION OF ACTING CITY MANAGER** - Nancy Ridley introduced herself to the Comm.
- V. **ELECTION OF NEW OFFICERS**
 - A. Nominations - Nominations were opened by Chair Roberts for officer positions (Chair and Vice-Chair). Comm. Batcheller nominates Comm. Weaver for chair, and Comm. Weaver nominates Comm. Boyle for Vice-chair. Nominations closed by Chair Roberts.
 - B. Election of Chair and Vice-Chair – The Commission voted unanimously to elect Comm. Weaver as Chair and Comm. Boyle as Vice-chair for 2014.
- VI. **PUBLIC COMMENTS** - There were no public comments.
- VII. **DEPARTMENT REPORTS**
 - A. Parks – Director Bundy reported on the following:
 - Attended MRPA conference Trail Summit and with a presentation from the Director of DNR.
 - Staff to attend training put on by Mt. Pleasant police identifying drug waste.
 - Working with Union Township writing a joint 2% request for Dog Park. Also asking Tribe to join with entities involved in project.
 - Friends of the Dog Park requesting \$10,000 Community Foundation grant.
 - Approved for one full-time park staff; working with Human Resources to update job descriptions.

- Upgraded back blade for tractor, ongoing maintenance on snow equipment (when not in use).
 - Staff putting together material list for upcoming summer projects.
 - QR codes on signage at Access Adventure Trail interpretive tour ready to go; just click on code with your smart phone to hear narrative.
- B. Recreation – Director Anthony reported on the following programs and events:
- Partnered with CRDL for event “Under the Big Top” on 1/18/14 (approx. 365 attendees).
 - Start Smart tennis underway with 17 participants in 2 sessions.
 - Market Master Carol Moody has formed a farmer’s market board to help make decisions regarding the market; members include farmers, citizens and special interest groups including a nutritionist.
 - Daddy Daughter Date Night scheduled for Feb. 9 & 10.
 - Winter Kids Expo (partnering with WCFX) scheduled for Feb. 22.
 - Youth basketball program ongoing (284 participants); low numbers for 5-6 grade girls.
 - Adult kickball tournament cancelled due to cold weather.
 - Staff attended MASA annual meeting. State tournament now a 2-year bid (we have for 2014/15). Currently looking for sponsors for the 2014 tournament.
 - Adult programming fee change – resident fees now built into base fee; non-residents will pay additional fee to play.
 - Recreation Dept. goals for 2014 include:
 - Merging Camp PEAK and daycamp marketing/brochure.
 - Needs assessment – implement new program
 - Volunteer incentive program
 - Initial planning stages for new 2015 event called *Man vs. Mountain...it's not so pleasant*.
 - Staff attended annual MRPA Conference.
 - Community Foundation grants applied for includes CPR/FA equipment and Island Park softball field reconditioning.
- PEAK Update:***
- Planning for 2014 summer PEAK. Waiting on word from MPPS for confirm sites.
 - Submitting spring 2% request for PEAK program.
 - Received \$1,000 donation from CMU public service class.
 - Working with Human Resources to assess the effects of the Affordable Care Act and the PEAK program.

VIII. OLD AND NEW BUSINESS

A. Capital Project Update –

Update of 2014 projects include:

- Yost Field – finish restroom/shelter interior, landscaping
- Chipp-a-Waters drain field – new septic system needed
- Island park lift station – system old; looking at engineering and cost
- Asset Management – information to be input into MP2 software.
- Riverbank Protection Project – engineering complete; bids due 2/25.
- Island Park remote lighting – partnering with Recreation Dept.
- Horizon Park shelter – partnering with Soccer Club.
- Mill Pond weir repair
- Mission Creek Dog Park – engineering will proceed once funds raised by Friends of the Dog Park
- Island Park Playscape – planning design options for 2015 replacement
- Nelson Park covered bridge – funds in place; going out to bid soon.
- Park Pazer Rating – Sunnyside parking lot – asphalt crackseal, re-painting stripes.
- Cemetery Lot Layout – engineering survey and lot layout.

B. Recreation S.O.P. Guideline – As a 2013 goal, department developed this tool for new employees as a guide to city policies and procedures. This SOP was presented to the Commission.

IX. OTHER BUSINESS/COMMISSIONER COMMENTS

At his last meeting because of term limits, the Commission said good-bye to long time member and Chair Bob Roberts. This was Bob's second time to serve on the P & R Commission. His dedication to the Parks has been truly appreciated.

X. ADJOURNMENT

Meeting adjourned at 8:20 p.m.