

## Parks and Rec Regular Meeting Minutes

Date: Tuesday, April 18, 2023

Call to Order at 6:00 pm by Chairperson Sutton

Roll Call by Vicki Scott:

Present: Dickinson, Klaas, Muoio, Sutton, and Fisher

Absent: None

Others Present Kristen Kaatz, Kathy DeCoster

### **APPROVAL OF AGENDA:**

**MOTION** by Muoio, seconded by Klaas, to approve the agenda as amended adding #2 Drawing Lester Street Park & #3 Budget Lester Street Park under Unfinished Business and adding #2 New Board Member & #3 Tree for Lester Street Park under New Business.

All Ayes

Motion Carried

### **APPROVAL OF MINUTES:**

**MOTION** by Klaas, seconded by Muoio, to approve the March 13, 2023 minutes as presented.

All Ayes

Motion Carried

**PUBLIC COMMENT** – None

### **UNFINISHED BUSINESS:**

1. **Spark Grant 2<sup>nd</sup> Round Lester St. Park**– Sutton asked who will let us know if this has opened up yet. Kaatz explained you will have to follow the DNR website to see when it will open up. Dickenson explained Kim Harmen indicated it may be opening the end of May or beginning of June due to the overwhelming response.
2. **Drawing Lester St. Park** – Sutton explained Klaas came up with a drawing of what Lester Street drawing would look like should we be awarded the grant. Klaas explained the drawing and why things were moved around a bit due to infrastructure lines. Klaas noted we could look into other grants as well as the Spark Grant now that our 5-year plan has been accepted. Kaatz suggested contacted Sage from DTE regarding lightening for Lester Park.
3. **Budget Lester St. Park** – Klaas explained the proposed costs for these upgrades. Discussion followed. Kaatz explained there are grants available for new lightening systems for baseball fields as well as sod refurbishment grants. Sutton explained the environmental committee would be willing to help with trees. Discussion followed. Sutton will reach out to McKenna and inquire about their fee for securing grants.

## **NEW BUSINESS:**

1. **Budget Discussion-** Sutton explained she received an email from Shelly explaining we need to be within 10% of expenses. We need to look at our current budget and let her know if the maintenance line of \$10,000.00 will be spent. If it is, is it in the proper line item and will the capital outlay be spent. We also need a new proposed budget by May 12, 2023. Klaas met with Cynthia and Chris Heiden at Lester Street Park where it is very low and wet. It was suggested to install a culvert in that area and fill it in with the dirt they will be removing from the USDA project. That cost would be approximately \$7,500.00 to run that culvert. This could be a project we could fund for. Brick dust could be another idea for the field. Kaatz explained if it is expensed this fiscal year, you can use this year's budgeted funds. Fisher suggested replacing the grills at Tierney Park. Sutton suggested other maintenance projects we could look into this year at Lester St. Park. Capital outlay has to be something that can be depreciated and over \$5,000.00. Possible ideas could be a shed. Klaas will get prices by the end of the week. Sutton and Dickenson will work on a proposed 2023-2024 budget.
2. **New Board Member-** Sutton asked if the Parks committee approves this first. Scott explained applications now go to the chairperson first so they have an opportunity to reach out and make sure these applicants plan on being here a majority of the year before it goes to Council for approval.
3. **Tree for Lester St. Park-** Sutton explained the chairperson from Environmental Committee reached out and wants to plant a tree in Lester St. Park. for Arbor Day. Klaas will get back to her on possible areas in the park.

## **CORRESPONDENCE-**

- Email regarding baseball diamond. Klaas explained this has already been addressed.

**PUBLIC COMMENT-** DeCoster (5203 Main) – thanked Mr. Fisher on addressing the grills at Tierney Park and possible wood chips at Lester St. Park.

## **ADJOURNMENT:**

**MOTION** by Klaas, seconded by Fisher to adjourn the meeting at 7:17 pm.

All Ayes

Respectfully submitted,  
Vicki Scott  
April 18, 2023