

Frankenmuth Parks and Recreation Commission meeting minutes
Wednesday, January 23, 2019, 7:00pm
Frankenmuth Government Center

Parks & Recreation Commission Members Present – Tom Bierlein, Jim Bickel, Anne Webb, Joe Chowaniec, Ed Foltz, Katie Kay, Aaron Lerash, Tom Meyer, Dave Abke

Parks & Recreation Commission Members Absent – Trisha Way-Uphold

Others Present: Daren Kaschinske, Janelle Compton & Kellie Nichols (P&R staff) Bridget Smith (City Manager)

Kaschinske acted as temporary chair and called the meeting to order at 7:00pm and began with the Pledge of Allegiance.

Election of Parks & Recreation Commission officers for 2019- Nominations were accepted for Chair. Foltz nominated Trisha Way –Uphold as Chair. No other nominations were received. Moved by Chowaniec, supported by Webb, to elect Way-Uphold as chair by unanimous consent. Motion carried unanimously.

Nominations were accepted for Vice-chair. Webb nominated Aaron Lerash as Vice-Chair. No other nominations were received. Moved by Bickel, supported by Chowaniec, to elect Lerash as Vice-chair by unanimous consent. Motion carried unanimously.

Nominations were accepted for Secretary. Kay nominated Jim Bickel as Secretary. No other nominations were received. Moved by Foltz, supported by Webb, to elect Bickel as Secretary by unanimous consent. Motion carried unanimously.

Lerash took over as acting chair in Uphold's absence.

Approval of Agenda – Moved by Bierlein, supported by Bickel, to approve the agenda as presented. Motion carried unanimously.

Approval of November 28, 2018 minutes – Moved by Webb, supported by Bierlein, to approve the minutes as presented. Motion carried unanimously.

Approval of the Parks & Recreation Commission meeting schedule for 2019- Moved by Webb, supported by Foltz, to approve the schedule as presented. Motion carried unanimously.

Monthly Reports –

City Manager- Smith's written report was handed out at the meeting. Smith reported that people are still raking leaves into the street over the past couple months when temperatures were warm. Smith reported that the levee project is still moving forward at this time, which is great news. The next stage of approval should be at the end of January. Smith reported that staff have been working on the City's Capital Improvement Plans recently and moving onto budget preparations next.

Parks & Recreation Staff- Compton reported that the youth basketball program is wrapping up in a few days with a tournament. Also Start Smart basketball, co-ed volleyball, women's volleyball and the snowman/ sculpture competition are currently taking place. Compton also reported that the Mother/Son Outing recently took place and was a sold out event. Nichols reported that the walking in Kern Pavilion is going well this year, with numbers up this year

from last year. Nichols also reported that she is working on some flooring ideas and concepts with turf for Harvey Kern Pavilion, and that they are working on cleaning and maintenance in the pavilion that cannot be done in the summer months.

Kaschinske reported on some challenges that staff encounter with Commission attendance issues and a lack of a quorum. He brought up the idea of changing the lease approval process and delegating more authority to staff to approve leases. Discussion followed about this concept and what would be appropriate parameters for a new approval process. Kaschinske will discuss this concept with Council and bring a proposal back for future consideration.

Kaschinske reported about the Cass River Greenway's annual report and the Cass River Water Trail Coalition that has been created as an organization to oversee the water trail and help with development and promotion of the trail. City Council approved being a member of the Coalition.

Review of 2017-18 Financial Audit Report- Two pages of the City's audit that apply to Parks and Recreation were discussed and reviewed.

Proposed policy regarding Marihuana at events in City parks- Kaschinske and Smith explained the new marihuana law, specifically with regards to an option for municipalities to allow the sale or consumption of marihuana in designated areas for special events. This policy would clarify what is allowed in the city's parks. Moved by Webb, supported by Foltz to adopt a policy stating "*Frankenmuth Parks and Recreation does not permit nor authorize sale or consumption of marihuana in any facility or park, regardless of whether or not those areas are not accessible to persons under 21 years of age or at special events in limited areas and for a limited time.*" Motion carried unanimously.

Approval of the lease of Park facility for 2019 Lutheran Youth Gathering- Moved by Webb, supported by Bickel, to approve the 2019 Lutheran Youth Gathering lease. Motion carried unanimously.

Approval of the lease of Park facility for 2019 Varsity Spirit- Moved by Foltz, supported by Chowaniec, to approve the 2019 Varsity Spirit lease. Motion carried unanimously.

Approval of the lease of Park facility for 2019 Music Fest and Oktoberfest- Moved by Bickel, supported by Foltz, to approve the 2019 Music Fest and Oktoberfest lease. Motion carried unanimously.

Appointment of a Budget Committee- A proposed Parks & Recreation budget for the 19-20 fiscal year needs to be recommended to City Council at the February Parks & Recreation Commission meeting. Lerash appointed a committee of Chair Uphold, himself, Secretary Bickel, and Councilman Meyer to review a proposed budget prior to that meeting.

Approval of November & December 2018 financial reports –Moved by Bierlein, supported by Webb, to approve the financial reports. Motion carried unanimously.

The meeting adjourned at 7:57pm

Respectfully submitted,
Jim Bickel
Secretary