

**Frankenmuth Parks and Recreation Commission meeting minutes**  
**Wednesday, January 24, 2018, 7:00pm**  
**Frankenmuth Government Center**

**Parks & Recreation Commission Members Present** – Tom Bierlein, Jim Bickel, Anne Webb, Trisha Way-Uphold, Joe Chowaniec, Travis Dafoe, Ed Foltz, Katie Kay, Aaron Lerash

**Parks & Recreation Commission Members Absent** – Joe Cramer

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

**Approval of Agenda** – Moved by Foltz, supported by Chowaniec, to approve the agenda with the addition of item 13a – a commission photo. Motion carried unanimously.

**Election of Parks & Recreation Commission officers for 2018** – Kaschinske acted as temporary chair for election of officers. 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 Travis Dafoe as Vice-Chair. No other nominations were received. Moved by Foltz, supported by Webb, to elect Dafoe as Vice-chair by unanimous consent. Motion carried unanimously.

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

**Approval of November 29, 2017 minutes** – Moved by Webb, supported by Bickel, to approve the minutes as presented. Motion carried unanimously.

**Update on Splash Pad Project** – At this time, the Jaycee’s have \$850,000 committed to the splash pad project, with most of this being cash in hand. Things are moving along as planned with the project and construction bidding will be taking place in the next month or so. The plan for starting construction is April or May depending on weather & frost conditions on the roads. City Council has also approved a development agreement with the Jaycees for the splash pad.

**Monthly Reports** –

**City Manager-** Smith’s written report was handed out at the meeting. Smith touched on 3 items- Healthy Habits building has been taken down and electrical conduct has been moved. Some may have heard concerns about the treatment of horses by the Frankenmuth Carriage Company. The company was investigated after the photos and videos and there was no abuse to be found and the photos and videos were over 2 years old. Smith lastly reported about the multiple water main breaks that have been occurring around town with the changing in weather.

**Parks & Recreation Staff-** Nichols reported that walking was going very well this year and we have already had more walkers this year then we had all of last year. Compton reported that all winter programs are up and running smoothly so far. The Mother/Son Outing event went well

this year and the Daddy/Daughter Dance will be coming up in February. Kaschinske reported that Dancing with the Local Stars fundraiser for the splash pad will be taking place on Saturday, March 10<sup>th</sup> at the Lodge. Any help from people would be greatly appreciated as we need hat passers and volunteers for the event.

**Discussion regarding Autofest** - Kaschinske distributed a draft agreement from 2016 regarding a donation from AutoFest for the improvement of the Herzog Platz. AutoFest didn't make a donation until recently. AutoFest's donation amount has changed since then, but they are still asking for no increase in their rent for the next 3 years. Moved by Bickel, supported by Dafoe, to approval new agreement with Auto Fest and give Kaschinske the discretion to execute the details of the agreement. Motion carried unanimously.

Kaschinske gave background information on an agreement in 2015 to install storage unit inside the CEC building for AutoFest. The agreement was never executed, but AutoFest has been using the storage since that time. A redrafted agreement was distributed. Moved by Foltz, supported by Chowaniec, to recommend approval of the new agreement to City Council. Motion carried unanimously.

Kaschinske also explained that AutoFest is considering not using Kern Pavilion for the event this year. Discussion proceeded on how to handle that situation, especially with regards to rental fees, if AutoFest decides not to use the Pavilion. More information will be shared in future months after AutoFest makes their decision.

**Discussion regarding parking at Women's Club concerts at Palmer Schau Platz**—The Women's Club would like to bring in a private security company to address conduct issues with spectators at concerts. In addition, they are requesting permission to charge admission to the grass parking area near the tennis courts. The Commission would like to further discuss conduct and parking issues with the Women's Club. Kaschinske will ask representatives to come to an upcoming commission meeting.

**Modification to Nexstar lease for 2018**- Nexstar's business organization has changed and is now operating under a different name. Moved by Foltz, supported by Dafoe, to approve the name change on the lease to Star Dance Alliance. Motion carried unanimously.

**Review Kern Pavilion Off-Season Sport Pricing**- The Frankenmuth Softball Baseball Association (FSBA) has asked for discount pricing for using Kern Pavilion for sports. After discussion options for potential discounts, it was moved by Webb, supported by Dafoe, to allow a discount of \$45 per hour for Frankenmuth groups, when 40 hours or more are purchased and paid for up front. Motion carried unanimously.

**Review of 2016-17 Financial Audit Report**- Kaschinske described some changes that took place with the format of this year's audit and gave an overview of the major financial items of the 16-17 fiscal year. Moved by Chowaniec, supported by Webb, to accept the 2016-17 Financial Audit Report. Motion carried unanimously.

**Appointment of Budget Committee**- Way-Uphold appointed the following committee to review a draft budget in preparation of the February Commission meeting: Jim Bickel, Aaron Lerash, Joe Cramer, Travis Dafoe, Tom Bierlein.

**Approval of November & December 2017 financial reports** –Moved by Webb, supported by Bickel, to approve the financial reports. Motion carried unanimously.

The meeting adjourned at 8:27pm

Respectfully submitted,  
Jim Bickel  
Secretary