

**BARRY COUNTY
PARKS AND RECREATION BOARD**

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**Minutes of the Stakeholders Meeting for the
Barry County Parks and Recreation Board
Thursday, December 21, 2017
Tyden Center
Barry County Community Room
121 South Church Street, Hastings MI 49058**

1. Call to Order: Chair Jim Cary called the meeting to order at 6:30 p.m. Pledge of Allegiance.
2. Roll Call: Present: Jim Cary, Patricia Johns, Steve Shults, Dan Parker, Rick Moore, and Gerald Schmedicke. Guests were Joyce Snow and Mike Bremer, Thornapple Township Supervisor.
3. Approval of Agenda: Schmedicke moved the agenda be approved and was seconded by Parker. Motion passed.
4. Approval of Minutes of October 16, 2017. Parker moved and Moore seconded that the minutes of October 16, 2017 be approved as presented. Motion passed.
5. Public Comment: Cary introduced Joyce Snow who will be a member of the board beginning January 1, 2018. She spoke briefly about her past experience on the board as the commission representative. Bremer told the board that he was attending to find out more about what was happening.
6. Old Business:
 - a. Schmedicke distributed copies of the proposals which have been received. He asked that members review them. He recommended Wightman & Associates and OMM as most clearly meeting the request.
 - b. Schmedicke also distributed copies of resumes received for the administrator position. One was sent in after the deadline. He will make copies available. He suggested that once members review both the RFPs and the applications, they schedule a special meeting to review both.
 - c. NFLI: Ellen Holste from Pierce Cedar Creek Institute will to review 2017 and make plans for 2018 No Family Left Indoors for January 5 at 1 p.m.. Johns asked if the board was interested in participating in 2018 due to the problems caused this past summer due to weather. The consensus was to try to schedule an event in June or July, avoiding the week of the Barry County Fair and August. Schmedicke moved and Moore seconded that Johns attend the meeting on January 5, 2018. Motion passed.
 - d. Grant update: Johns explained to the board that since the grant awards were not approved officially by the Board of Commissioners until late September the 18 month deadline for completion begins then. However both the Thornapple Kellogg Community Program grants for hiking sticks and bird books and the

Prairieville “safe bases” project have been completed. Both have received their funds.

- e. Five year plan: Johns explained that the new 5 year plan needed to be approved by the county commissioners by the end of 2018. She suggested that advertising for bids should be done early in the year. Since the amount for this is less than \$10,000 the board only has to advertise for bids. The 2018 budget includes \$5000 for this project. There was a brief discussion on how to include Charlton Park in this process. This was tabled until the January 2018 meeting.

7. New Business:

- a. Johns reviewed the request made by the Thornapple Trail Association that Rick Moore be reappointed as voting stakeholder on the board. Moore moved, seconded by Schmedicke that the board submit this request to the county commissioners for approval. Motion passed. Johns will send letters from the Thornapple Trail Association and the board to Michael Brown asking that this be placed on the agenda of a commission meeting.
- b. mParks conference in Detroit, February 6-9, 2018. Johns presented information about the event including that the registration fee for one person of \$400 included being able to attend the Trails Summit on February 6 at no charge. The total cost would be close to \$1000 when lodging and mileage is included. There is money in the budget under training for this. Johns did attend the 2017 conference in Grand Rapids. She described some of the workshops being presented. She told fellow board members that she thought it was helpful because of talking with representatives of MDOT, DNR, DEQ and well as other agencies. Schmedicke said that attending was of little use. Parker moved that the board approve up to \$1000 for a representative of the board or the new administrator to attend the conference, seconded by Shults. Voting yes were Cary, Shults, Johns, Moore, and Parker. Schmedicke voted no. Motion passed.
- c. Attending Quiet Water Symposium: This year the Quiet Water Symposium in Lansing on March 3, 2018 is charging \$25 for non-profit organizations. Johns explained that this was an opportunity to promote the parks and recreation in Barry County. Parker moved, seconded by Moore to register for the symposium at a cost of \$25. Voting yes were Cary , Shults, Johns, Moore, Parker and Schmedicke. Motion passed.
- d. Johns reviewed the report on the MDOT pedestrian and bicycle safety committee which was included in the meeting packet. She also distributed the new maps showing trails in the Grand Region.
- e. Doppelt Grant: Johns explained that the Doppelt Grant deadline was January 31, 2018. She will forward the email from Rails to Trails describing the grants. This was moved to the agenda for January.
- f. Renewal of mParks membership. Johns explained that the renewal deadline is January, 15, 2018. Currently the board has a Premier membership costing \$510. The basic membership is \$330 and is for only one person. Following discussion Parker moved, seconded by Schmedicke to renew at the basic level of \$330. Voting yes were Cary, , Schults, Moore, Parker and Schmedicke. Johns voted no. Motion passed.
- g. Faces of Conservation event. Sarah Nelson of the Conservation District has invited the board to participate in the Faces of Conservation event in

February. The cost is \$15 per person. The board can submit a brief description of the activities of the board. It is an opportunity to interact with other Barry County organizations. The consensus was that individuals from the board could register on their own. Johns will forward invitation to members.

- h. Discussion of board reconfiguration/members. Parker discussed the interest expressed by county commissioners to combine the Parks and Recreation Board with Charlton Park. This is at the beginning stages and there are problems with how to actually combine the two groups since Charlton Park is funded by a millage. The decision of the county commission is to have administrator Michael Brown explore the possible ways to accomplish this goal by speaking with board members from both boards, commissioners and others. He will also be talking with counties which have combined boards and researching legal restrictions.
- i. Contract with Rockford Advertising on renewing the advertisement for the 2018 edition of the Michigan Trails Magazine. Johns moved, seconded by Shults to purchase the one eighth page ad at a cost of \$395. Voting yes were Cary, Shults, Johns. Parker, Moore and Schmedicke. Motion passed. The board will work with Rocford Advertising on the design of the ad.
- j. Set meeting schedule for 2018. The board will continue to meet on the third Thursday of the month at 6:30 p.m. in the Community Room of the Tyden Center. The executive Committee will meet at 8 a.m. on the second Tuesday of the month. (Johns will check to make sure the community room is available.) The marketing/special projects committee will meet at 6 p.m. before the regular board meeting and the trails committee will meet at 6:15 p.m. before the regular meeting.

8. Committee reports

Executive committee: Parker reported that the executive committee set the agenda. Michael Brown attended the meeting and opened the RFPs at the meeting.

Trails committee: Moore reported that no one attended his meeting.

Marketing/Special Projects Committee. Only Parker and Johns were able to attend the meeting before the regular meeting. The committee will be reviewing the 2017 grant applications and present changes to the board. Johns continues to work on planning for the event in Nashville funded by a \$1500 grant from mParks. There should be an organizational meeting in January.

9. Public comments: Schmedicke told board members that he had met with Al Mitchell of Mitchell Lawn Care on agreeing to a 3 year contract for mowing the trail and Mckeown Bridge Park at the same terms as in 2017. \$500 per time for mowing the trail and \$250 for mowing Mckeown Bridge Park. Either party can withdraw from the contract with 30 days noted. Schmedicke moved and Parker seconded to continue the contract with Mitchell Lawn Care. with the same terms as in 2017. Voting yes were Cary, Shults, Moore, Schmedicke, Johns and Parker. Motion passed.

10. Board member comments:

- a. Parker told the board that he had spoken with County Sheriff Dar Leaf about the problems at Mckeown Bridge Park. Deputies will be patrolling the park reminding visitors that alcohol is prohibited.
 - b. Johns reported that the county has set the dates to turn in invoices so they can be approved by the county commissioners,
11. Adjournment: Schmedicke moved and Parker seconded that the meeting be adjourned at 8:05 p.m. Motion passed.

Patricia Johns
Vice-chair