



MEETING MINUTES

KENTWOOD PARKS & RECREATION COMMISSION

MEETING INFORMATION:

Date: Monday, February 13, 2023
Time: 5:15 pm
Location: Kentwood Activities Center (355-48th St SE)

PRESENT:

Members: Bob Coughlin, Jill Gorkowski, James Hayes, Ed Kape, Mimi Madden, Kevin Small

Staff: Val Romeo, Parks & Recreation Director
Lorraine Beloncis, Parks & Recreation Deputy Director
Spencer McKellar, Lead Recreation Program Coordinator
Bhama Cairnes, Deputy Finance Director

Guest: Boy Scout attending a public meeting for a merit badge

ABSENT:

Members: Karmen Johnson, David Moore II, Dustin Moseley

AGENDA ITEMS:

1. **Budget FY 2023-2024 – SCI Approval (Schedule of Capital Improvements)**
 - a. Val Romeo presented the Schedule of Capital Improvements document. The Parks portion of the Structures and Improvements Plan for 2023-2029 incorporates the development of existing park lands and the purchase of equipment and facilities for existing parks as included in the Parks and Recreation Master Plan.
 - b. Chairperson, Ed Kape, made a motion to adopt the Schedule of Capital Improvements. Motion: Mimi Madden, Supported: Bob Coughlin. Motion passed, unanimous.
2. **Update: Millage**
 - a. The project manager position is currently unfilled.
 - b. Community center planning has begun. Community communication is a priority.
 - c. Park projects are being ranked. The plan is to prioritize park needs based on safety, condition, and equity location.
 - d. Mayor recommends that the Parks and Recreation Commission act as an advisory council for the millage projects.

3. Update: Parks

- a. Jaycee Park (Community Development Block Grant project)
 - Phase II – Underway: Restroom building, picnic table area, park signage/entry, larger parking lot/LED lighting, pedestrian park connectors.
 - Phase III – Spring 2023. Remove small softball field, improve green space, update disc golf course, tree work.
- b. East Paris Nature Park. Pathway improvement, benches, updated shelter, lighting, entry signage. DNR trust fund project. Going out to bid tomorrow. Plan to be completed Fall 2023.
- c. SPARK grant was highly competitive. Did not receive the grant in the first round of funding. Will be potentially re-applying.

4. Update: Recreation Programs

- a. Spring/Summer 2023 program brochure. Will continue to print paper copies along with the digital version.
- b. Covenant Park Winter outdoor activities, rentals (snowshoes), and concessions. Opened one weekend and received great feedback. Used the grooming equipment with success.
- c. Little Free Pantry, holiday giving programs. Continue to be supported by the community. Received positive media coverage.

5. Wrap-Up: Community and Special Events

- 10/15/22: Glow in The Park – 300+ participants at Pinewood Park.
- 10/22/22: Trunk or Treat – 2,253 attendees.
- 10/25/22: South Kent Community & Senior Expo – largest expo yearly.
- 11/7/22: Senior Veteran Heroes Breakfast – special program to honor Veterans.
- 11/10/23: City Volunteer Reception – thank you to city volunteers on boards, committees, and commissions.
- 11/12/22: Fall Fling Disc Golf Tournament – 153 golfers.
- 11/16-12/14: Be A Santa to A Senior / Holiday Mitten Tree – great community support.
- 11/19-11/29: Kentwood Turkey Trail (Paul Henry Trail)
- 12/1/22: Tree Lighting & Holiday Light Parade – good weather and turnout.
- 12/1-12/21: Holiday Light Display Contest – 8 terrific entries.
- 12/14/22: Senior Holiday Celebration Lunch – 110 seniors!
- 12/14-12/28: Winter Walk (East Paris Nature Park)
- 1/19/23: Winter Concert Series – Melissa Dylan
- 1/21/23: Pop-Up Disc Golf (Covenant Park)
- 1/26/23: Adaptive Recreation Expo – *NEW!* Positive response.
- 1/27/23: Flashlight Yeti Hunt (East Paris Nature Park) – family fun!
- 2/6/23: Senior Valentine's Day Breakfast – 100 seniors, Mayor and City Commissioners attended.
- 2/10/23: Daddy Daughter Dance – 86 dancers.
- 2/11/23: Valentine's Dash 5K - 174 runners! Largest registrations to date.

6. Upcoming: Community and Special Events

- 2/16/23: Winter Concert Series – Kevin Brewster Trio
- 2/18/23: Freeze Fest Disc Golf Tournament
- 2/25/23: Unity Walk to Honor MLK – Mayor welcome and proclamation, music, coffee & refreshments, African American Live Museum.
- 3/4/23: Frozen Frenzy Relay – Fat Tire Bike Race *NEW!*
- 3/16/23: Winter Concert Series – Lighting Matches
- 3/29/23: Senior Volunteer Appreciation Lunch
- 4/18/23: Spotlight On Seniors Expo
- 4/28/23: Arbor Day Celebration
- 4/29/23: Limb Loss Awareness 5K
- 5/1/23: Senior Mother’s & Father’s Day Breakfast
- 5/18/23: Bark For The Park Fundraiser

8. Commissioner Reports

- a. James Hayes: Asked about community trail connections around City Hall, police station and the library. At this time there is no update.
- b. Ed Kape: Asked about the status of a project manager. Position is still open.

9. Public Comment

- a. None.

Adjournment

Motion to Adjourn: Bob Coughlin, Supported: James Hayes
Meeting Adjourned 6:10pm

2023 Meeting Schedule:

Kentwood Activities Center (355-48th St SE) | Mondays at 5:15pm

- April 17
- June 12
- August 7 *VMP Shelter
- October 9
- December 11 (Holiday gathering off-site)

2023 Parks & Recreation Commissioners:

Coughlin, Bob	Gorkowski, Jill	Hayes, James
Johnson, Karmen	Kape, Ed – <i>Chairperson</i>	Madden, Mimi
Moore II, David	Moseley, Dustin	Small, Kevin