

PARKS COMMISSION

Kimberly L. Murphy
County Administrator

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MEMBERS

Ralph Tillotson, Karol "KZ" Bolton, Nancy Jenkins-Arno, Dawn Bales, Dan Bruggeman

Chambers

301 N. Main St, Adrian, MI 49221

MEETING LOCATION

Minutes: Monday, October 21, 2024

I. Call to Order

Present: Commissioner Karol Bolton, Commissioner Nancy Jenkins-Arno, Commissioner Dawn Bales

Also Present: Board Member Dan Bruggeman, Building & Grounds Deputy Superintendent Rob VanNieuwenhze, Administrator Kim Murphy, Deputy Administrator Shannon Elliott, Marketing & Communications Coordinator Jennifer Ambrose, Administrative Coordinator Carissa Zubke

Absent: Ralph Tillotson

Comm Bolton called the meeting to order at 11:00 am.

II. Approval of Minutes

A. Approval of Minutes: September 16, 2024

Motion by Bales, seconded by Jenkins-Arno, to approve the minutes of September 16, 2024. Motion carried.

III. Finance Reports

A. Finance Report

Administrator Murphy reviewed the Parks Division of the Capital Fund. Two projects remain open; two projects recently closed. The parks fund was also reviewed.

Discussion was held regarding account 925, Refuse. Deputy VanNieuwenhze informed the commission that there were some increased fees this year that caused it to go over-budget. The equipment repair and maintenance account was slightly over budget. VanNieuwenhze stated this was not due to any specific project, just an overall expense increase in items.

IV. Parks Updates

A. Parks Monthly Report

Deputy VanNieuwenhze discussed that most County parks are closed. Gerber park is being maintained due to the cross county season. The Building & Grounds division has received many compliments on the upkeep of the park during cross country season.

Medina Park had a pump fail, and a replacement has been installed.

No further discussion.

V. Updates & Other Business

Administrator Murphy reported that the draft 2025-2029 Parks plan is currently available for public review and comment on the County website. The plan will be presented to the BOC and a public hearing on November 13, 2024.

Murphy discussed the status of the MI Neighborhood Grant, that will be used at Gerber Park. Coordinator Zysk is still in the process of completing the necessary grant requirements.

Previously there was mention of a second MI Neighborhood grant that may be applied to be used at the County Parks. However, only 1 grant can be applied for at a time.

Murphy stated instead of applying for another grant to be used at the Parks, there are discussions of working with the Community Action Agency to apply for a \$400,000 grant that would be used toward community housing repairs.

Bruggeman asked if there is a scheduled burn for the prairie at Medina Park, and that it is recommended every 3 years.

Deputy VanNieuwenhze shared that a full mow-down was done last year, and would not be needed again for a few more years. Discussion continued that instead of the burn, they mow and do spot treatment for control of invasive species; VanNieuwenhze reported this has been successful at Bicentennial.

Bruggeman recommended contacting the City of Morenci for controlled burns, as they like to do training during the controlled prairie burns.

VI. Public Comment

There was no public comment.

VII. Adjournment

Motion by Bales Second by Jenkins-Arno to adjourn the meeting at 11:11 AM. Motion carried.