

Muskegon County
Friends of the Parks
April 10, 2014
2:00PM
Convention & Visitors Bureau
610 W. Western Avenue
Muskegon, MI 49442

Vicki Broge, Chair

Ken Hulka, Vice Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Vicki Broge at 2:00PM.

ROLL

Present: Commissioner Ken Mahoney, Susan Cloutier-Myers, Erin Kuhn, Amber Mae Petersen, Jerry Sanders, Vicki Broge, Pamela Lynk, Lupe Alvair Jr., Veronica West, Rachel Star

Excused: Kimberly Sims, Ken Hulka, Commissioner Rilastine Wilkins

Staff

Present: Robert Lukens, Community Development Director
Sara Damm, Sustainability Coordinator
Jim Wood, Park Superintendent
Tina Nash, DPW Departmental Clerk
Judy Kell, Grants Coordinator

PAC-14-011 – APPROVAL OF AGENDA

Vicki Broge made a motion to amend the presented agenda by adding Public Input under New Business.
Motion carried

PAC-14-012 – APPROVAL OF MINUTES

Moved by Lupe Alvair Jr., seconded by Erin Kuhn, to approve the minutes of the meeting held February 27, 2014 with noted changes.
Motion carried

OLD BUSINESS

A. ELECTRONIC RESERVATION SYSTEM UPDATE

Jim Wood gave an update on the progress of the electronic reservation software. His hope is to have it up and running by the time the Parks open for the season on May 2, 2014. Jim stated that the all campsites at Meinert County Park and Blue Lake County Park will be reserved sites except for the seasonal sites and Pioneer County Park will have 110 reserved campsites available this year. Sara Damm informed the committee that the electronic reservation software is vision impaired compatible.

B. WEBSITE AND MARKETING MATERIALS

Robert Lukens stated he is in the process of collecting photos for the website. He will be contacting Commissioner Hughes as she has taken many pictures of the Parks. Mr. Lukens asked the committee members to bring cameras with them when they tour the Parks in May. A sample of the website will be sent to committee members for their review/comments prior to the release. Mr. Lukens also looked into the possible use of Billboards, but thought it would be premature at this time due to the cost.

Sara Damm presented a sample donation envelope and also a mission statement. Susan Cloutier-Myers asked that the word accessible be added to the mission statement. Vicki Broge asked how the monthly pledges would be handled and Sara Damm stated the Community Foundation would be doing the invoicing.

Jim Wood also informed the committee that the new playground equipment at Pioneer Park has been installed.

NEW BUSINESS

A. TROLLEY TOUR DATES AND LOGISTICS

Tour dates are set for May 5, 2014 and May 6, 2014. Committee members will meet at CVB and the Trolley will leave at 9AM. A rain date is set for May 7, 2014. Rec. Plan guidelines, ADA guidelines, and an itinerary will be emailed to the Committee prior to the tours.

B. PUBLIC INPUT

Mlive would like to set up two dates to be present at the Parks and get input from customers regarding the County Parks. Possible dates would be in July and/or August. Vicki Broge asked for volunteers to assist Mlive.

PUBLIC COMMENT

Judy Kell introduced Ryan Bennett from West Michigan Plumbers, Fitters and Service Trades Local 174. Mr. Bennett offered to volunteer their services for improvements needed at the Parks. Mr. Bennett stated his group volunteers 100 hours of their time for various projects. Lupe Alvair Jr. praised Mr. Bennett's group based on his experience with working with them on another project.

PRESENTATIONS AND DISCUSSION

Judy Kell presented some background on the Recreation Plan required by the DNR. Judy Kell gave the committee target dates to complete the plan.

NEXT MEETING

The next meeting date will be Thursday, May 22, 2014 at 2:00PM in the Convention and Visitors Bureau conference room.

ANNOUNCEMENTS

Robert Lukens mentioned that volunteers are needed on April 27, 2014 at 8:00AM at CIO Hall downtown to assist with cleaning up Heritage Landing as part of the Shoreline Cleanup.

ADJOURNMENT

There being no further business to come before the Friends of the County Parks committee the meeting was adjourned at 3:24PM.