

Parks, Recreation, and Shade Tree Advisory Board

Minutes of Tuesday, November 27, 2018

A meeting of the Parks, Recreation, and Shade Tree Advisory Board was held on Tuesday, November 27, 2018, at the Plymouth Township Community Center. Present were Board members Kim Pennington, Jason Sugalski, Jennifer Dow, Brian Renneisen, and Neil Clark; Building and Grounds Director Rick Carbo; and Board Secretary Rosemary Winterbottom. Board members Barbara Thompson and Patti Trask were not in attendance.

1. REVIEW/APPROVAL OF MINUTES FOR TUESDAY, OCTOBER 23, 2018

A motion to approve the minutes of the October 23, 2018, meeting was made by Neil Clark. This motion was seconded by Brian Renneisen and unanimously approved.

2. ACKNOWLEDGEMENT OF GUESTS AND VISITORS

There were no guests or visitors in attendance.

3. DISCUSSION OF PACKET MATERIALS

The monthly report for October-2018 was reviewed. There were no major items discussed.

4. OLD BUSINESS

A. General Department

1. Parks, Recreation and Open Space Plan (PROS Plan)

a. Review of meetings from Board perspective

Rick Carbo reported that he is a member of the Trails Committee and also a member of the Maintenance Committee. Rick attended the second round of meetings for both of these committees during the month of November.

2. December 11, 2018 Public Meeting — Comprehensive Plan

Rick Carbo noted that a public meeting on the Plymouth2040 Comprehensive Plan will be held on December 11, 2018. This Open House Meeting will be held from 5-8 PM at the Community Center.

B. Community Center/CC Park

1. Roof — 2019

Rick Carbo reported that he expects to have roof project put out for bid in January-2019. The project will be bid out in two sections. It is hoped that the project will be awarded in March/April-2019.

2. Preview of 2019 Capital Items

Rick noted that 2019 Capital items include the roof for the Community Center plus the Harriet Wetherill Park courtyard improvements.

3. Pass Promotion Comparisons

A spreadsheet showing the “10% Off Pass Promotion Comparisons” was provided to the Board members for review. The spreadsheet provided statistics for both the “Spring Birthday Celebration” event and the “Fall Promotion” event. Brian Renneisen questioned if a referral-type promotion had ever been offered; Rick Carbo was not sure if this type of promotion was ever used.

C. Parks and Maintenance

1. Alan Wood Basketball Court Improvements

Rick Carbo reported that the basketball court at Alan Wood Park is being repaved.

2. Park Capital Items for 2019

Rick Carbo stated that the stream bank stabilization project at Harriet Wetherill Park is included in the park capital items for 2019.

D. Wetherill Park

1. Lowe’s and DCED Initial Grant Coordination

Rick stated that the grant funds from Lowe’s are to be used only for materials for the courtyard area at Harriet Wetherill Park. When questioned as to whether the materials would need to be purchased from Lowe’s, Rick explained that materials are to be purchased according to specifications and some items are not carried

by Lowe's. The funds for the labor on this project will come from the DCED Grant; therefore, coordination between the two grants will be needed.

2. Maintenance — Ongoing

Rick stated that fence work is being done at Harriet Wetherill Park to deter people from driving onto the walking path. Rick further explained that this has been a difficult year for maintenance work due to the many inclement weather days (many rainy days).

E. Programming

1. Veterans Ceremony

The Veterans Ceremony was held on Wednesday, November 14, 2018. Forty (40) veterans were recognized at the event. Rick Carbo stated that it is planned that the event will be held next year.

2. Tree Lighting Ceremony

The Tree Lighting Ceremony is planned for Wednesday, November 28, 2018, beginning at 6 PM. The event will include Mr. and Mrs. Santa Claus, crafts, refreshments, and an inflatable snow globe where pictures can be taken.

3. Holiday Programming

Rick Carbo noted that a \$7 day pass will be offered on 12/24 (Christmas Eve) and 12/31 (New Year's Eve).

Rick also noted that Martin Luther King Day of Service will be held on Monday, January 21, 2019. Members of Lisa's Army and the USO will be volunteering for this event. A discount swim (\$5 per person) will be offered after the event.

5. NEW BUSINESS

No items were discussed.

6. MISCELLANEOUS

This was Board Chairman Kim Pennington's last meeting. The Board members expressed their appreciation to Kim.

ADJOURNMENT:

A motion for adjournment was made by Brian Renneisen and seconded by Jennifer Dow. The next meeting of the Board is scheduled for Tuesday, January 22, 2019.

Respectfully submitted,

Rosemary Winterbottom
Rosemary Winterbottom, Secretary