

# MEETING MINUTES – KENTWOOD PARKS & RECREATION COMMISSION

## MEETING INFORMATION:

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**Date:** Monday, May 14, 2018  
**Time:** 5:15 pm  
**Location:** Kentwood Activities Center (355-48<sup>th</sup> St SE)

## PRESENT:

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**Members:** Trent Meyer, David Moore II

**Staff:** Val Romeo, Parks and Recreation Director  
Lorraine Beloncis, Parks and Recreation Assistant Director  
Denise Dawson, Parks Programs Administrator  
Bhama Cairns, Deputy Finance Director

## ABSENT (WITH NOTIFICATION):

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**Members:** Ed Kape, Bob Coughlin, Olivia Jenison Bailey, Mimi Madden, Wallace Massie, Dustin Moseley, Kevin Small

## AGENDA ITEMS:

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### 1. Update: Business Plan

- a. Surveys were sent out to the community. The recreation department staff has completed their input. Information and update from Pros Consulting should be available in June.

### 2. Update: Parks

- a. Veterans Park Master Plan: The income track survey went out and there is a 26% return rate.
- b. Kentwood parks opened on May 1. The splash pads at Veterans Park and Pinewood Park will open Memorial Day weekend.
- c. The Old Farm Park restroom building has been removed. Porta-jons have been placed by the basketball courts for the summer.
- d. The feasibility of a select cutting of trees in the Northeast Park and Jaycee Park properties is being determined with meetings with a professional Forester.

### **3. Wrap Up: Community and Special Events**

- 4/17/18: Spotlight On Seniors Health & Fitness Expo  
>Snow storm! 56 vendors, 200+ senior attendees.
- 4/19/18: Kentwood's Got Talent Auditions  
>Held April 19 & May 3.  
>Our talented contestants have been chosen to compete at Celebrate Kentwood on August 11.
- 4/28/18: Limb Loss Awareness 5K Run  
>Largest 5K with 167 runners and walkers!  
>\$4,000 was raised for the adaptive recreation programs.  
>Major sponsors include Hanger & Spectrum.
- 5/11/18: Kentwood Community Choir Spring Concert  
>175+ people attended this wonderful concert at Heritage Baptist Church despite the heavy rainfall. Over \$500 was collected in a free will offering to help support the choir and its mission of bringing the joy of music to local nursing homes and assisted living facilities.

### **4. Upcoming: Community and Special Events**

- 5/18/18: Gala "The Vibe".  
>We are actively working on the event.  
>Denise has secured over 70 silent auction items.
- 6/14/18: Summer Concert Series Begins  
>6 concerts are scheduled throughout the summer.  
>The schedule was handed out and is available on our website.
- 7/4/18: July 4th Celebration  
>Planning began 2 months ago with band selection, permits, etc.  
>Meetings begin next week with DPW, Police & Fire.  
>We are receiving calls already on the parade, 5K, vendors, etc.  
Applications will be available on line soon.
- 8/11/18: Celebrate Kentwood  
>The bands for musical entertainment have been contracted.  
>There will be a farmers market, crafts show, car show, carnival, beer garden, food trucks, community vendors and Kentwood's Got Talent competition.

### **5. Update: Recreation Programs**

- a. Summer programs are now available for registration on our website. We have seen a 200% increase in on-line registrations with our new web site and web based registration program.
- b. We have a new credit card company Transax World Pay through Macatawa Bank. We will now be able to accept American Express and it will be easier to accept credit card payments at community events using a swipe on tablets.
- c. The Summer Program Brochure will be mailed out next week highlighting programs for youth, adults, seniors, adaptive, parks and special events.

## 6. Commissioner Reports

- a. Trent Meyer: Shared the business plan survey on “Next Door” and has received some valuable feedback. Our marketing coordinator is also monitoring and responding to questions and comments on the site. What is the status of the Burgis Park Masterplan? A master plan for all of the Kentwood parks will be completed by MC Smith & Associates this year. Once complete, public input will be sought out at events throughout the year.
- b. David Moore II: Where is a good place to find road construction updates? On the City of Kentwood’s website [www.kentwood.us](http://www.kentwood.us) on the Engineering page.

Motion to adjourn: Trent Meyer

Seconded: David Moore II

Meeting Adjourned 5:45pm

Next Meeting:           Monday, June 11, 2018 5:15pm  
                                  Kentwood Activities Center (355-48<sup>th</sup> St SE)

5/15/18 LB