



**CITY OF WALLED LAKE
PARKS & RECREATION COMMISSION
MONDAY, FEBRUARY 12, 2024**

The Meeting was called to order at 7:30 p.m.

PLEDGE TO FLAG

ROLL CALL: Arnold, Fernandes, Johnson, Masi, O'Rourke, Robertson

ABSENT: Adams

OTHERS PRESENT: City Manager Whitt, Assistant City Manager Jaquays, DPW Superintendent Ladd, HR Director Sears

REQUESTS FOR AGENDA CHANGES: None

APPROVAL OF MINUTES:

**P&R 02-01-24 APPROVAL OF THE JANUARY 8, 2024, PARKS AND
RECREATION COMMISSION MEETING MINUTES**

Motion by Fernandes, seconded by Robertson, **CARRIED UNANIMOUSLY:** To approve the January 8, 2024, Parks and Recreation meeting minutes.

AUDIENCE PARTICIPATION: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

DISCUSSION:

Chairman O'Rourke thanked Dan Ladd and his staff for all their hard work put into the tree lighting. Mr. O'Rourke said the grounds looked awesome. Mr. O'Rourke said their team always knocks it out of the park.

Commissioner Fernandes asked if the Casey J. Ambrose sign was still in the works for the Public Safety Campus.

City Manager Whitt said that the sign was not forgotten. Mr. Whitt said Winter projects are still being worked on and the sign is on the list of things to do.

Chairman O'Rourke said that last meeting a discussion was had about purchasing a new sound system for city events. Mr. O'Rourke said that the board is working on locating

options/ vendors and getting estimates. Mr. O'Rourke said if there are any suggestions to please feel free to put them out there. Mr. O'Rourke asked DPW Superintendent Dan Ladd if there was anything else they could use at the holiday tree lighting.

DPW Superintendent Dan Ladd said that a new portable stage could be utilized. Mr. Ladd said that the stages are wooden and rotten and that they refurbish them every year.

Commissioner Fernandes agreed and said that, with more kids being brought up on stage at the tree lighting by the Mayor, it would be a good idea.

Mr. O'Rourke asked that the sound system and portable stage discussions be added to next month's agenda.

1. Spring Egg Hunt Preparation

Parks & Recreation Coordinator Hall said that the Egg Hunt flyer is finalized. Ms. Hall said that the plastic eggs and candy have been ordered. Ms. Hall said that they will have over 4000 eggs this year. Ms. Hall said that assistance will be needed with stuffing the eggs. Ms. Hall said that an egg stuffing event will be held the Saturday before the Egg Hunt, March 23rd, at 1:00pm. Ms. Hall said that any help is appreciated. Ms. Hall said that everything else with the Egg Hunt is all set, including the Harvest Kettle Corn food truck, petting zoo & pony rides, and magician.

2. Market Place PowerPoint Feedback

Parks & Recreation Coordinator Hall said that at the last meeting a PowerPoint was provided to everyone, going over the 2023 Market Place feedback provided from vendors. Ms. Hall said that the survey is sent out to see what vendors felt went well for the season and what could be better for the following season. Ms. Hall asked if anyone had any feedback to provide.

Commissioner Fernandes said that it was very good and well thought out.

Chairman O'Rourke said that he had never seen the data broken up this way and that it looks like things are moving in the right direction. Mr. O'Rourke said he was impressed with the number of vendors who have been there 15 years or more and, although a small sliver, that it indicates the quality of the location and design of the market. Mr. O'Rourke said it looks like the market is continuing to grow and that the data was compelling. Mr. O'Rourke said that the data about the new bridge and how it brings folks into the market was interesting as well. Mr. O'Rourke said that if others have not reviewed the data, they should take a look at it. Mr. O'Rourke asked if there was anything that stood out to Parks & Recreation Coordinator Hall.

Parks & Recreation Coordinator Hall said that, as Chairman O'Rourke mentioned, vendor retention stood out. Ms. Hall said that the sliver of seasonal vendors stood out, as well as the number of vendors who are traveling 20-50 miles to attend the market. Ms.

Hall said that a lot of the vendors have never been at another market and tried our market for their first-time vending. Ms. Hall said that approximately 98% of vendors indicated they plan to return for this season. Ms. Hall said the bridge and increased participation also stood out. Ms. Hall said that vendors indicated they loved the events. Ms. Hall said vendors indicated that they would like to see more food trucks, live music, and community events for this season.

Chairman O'Rourke asked if, as the Summer moves along, we would consider bringing more bands and live music into the market.

Parks & Recreation Coordinator Hall said that it is something that is being considered. Ms. Hall said that it depends on the budget. Ms. Hall said that they have received communication from some musicians who are interested in attending this year and it is being looked into by administration.

3. 2024 Market Place Application

Parks & Recreation Coordinator Hall said that the 2024 Market Place application went out today. Ms. Hall said that the application is available on the market's Facebook and Instagram pages, as well as under the Parks & Recreation page on the city website. Ms. Hall explained that applications have already been received and that word is spreading about the market. Ms. Hall said they are excited for this season.

Commissioner Fernandes encouraged the parks and recreation commissioners to share the posts on their social media pages. Mrs. Fernandes said that you never know who may be interested in becoming a vendor and getting the word out can assist.

Commissioner Johnson agreed with Commissioner Fernandes and said that he had a friend that is a Manager for a blood and plasma donation center. Mr. Johnson said that they were looking for a market to attend to get the word out about themselves and what they do. Mr. Johnson said that, even if folks do not come to sell products, they want to participate in some way.

4. Memorial Day Parade

Parks & Recreation Coordinator Hall said at this time, the Memorial Day Parade application has not been released yet. Ms. Hall said that last year pushback was received on the parade route. Ms. Hall said that once further discussion is had, and a decision is made, the application will be finalized.

Chairman O'Rourke said that last year it seemed the parade was exceptionally attended. Mr. O'Rourke said everything he heard from individuals after the event was positive and that they enjoyed the seating. Mr. O'Rourke asked what some of the challenges and discussions surrounding this topic are?

HR Director Sears said that people enjoyed having it in the downtown district where it began many years ago.

City Manager Whitt said that administration would prefer the new route, as it works out, the parade is the same length of time, and that there were around the same number of attendees or more. Mr. Whitt said there are some individuals and businesses downtown that prefer the original route. Mr. Whitt said the issue will be brought to city council this month and a decision will be made. Mr. Whitt said that the staging area is perfect at Ladd. Mr. Whitt said it is about Memorial Day. Mr. Whitt said that one of the pushbacks we have received is the inconvenience the downtown route can cause. Mr. Whitt said that the new route is better and more efficient. Mr. Whitt said that the police and fire departments find the new route to be safer and feel they have better access in the case of emergencies. Mr. Whitt said that whatever decision is made is what will be done.

5. Summer Concert Series

Parks & Recreation Coordinator Hall said that all seven bands have been chosen for this year's summer concerts. Ms. Hall said we are waiting for one contract and then we will release the flyer on social media and the website. Ms. Hall said the concerts will start back up at the end of June.

Chairman O' Rourke said he is familiar with a band called Slow Foot that is interested in performing in Walled Lake events. Mr. O' Rourke asked what the process is for them to do so.

Parks & Recreation Coordinator Hall said to have the band provide their contact information to us and we can put their information on file for any future events.

P&R 02-02-24 ADJOURNMENT

The meeting adjourned at 7:49 p.m.

Kaylee Hall
Recording Secretary

Dennis O'Rourke
Chairman