

PARKS AND RECREATION ADVISORY COMMITTEE  
MINUTES OF MEETING  
November 3, 2021

**Call to Order**

Doris called meeting to order at 5:30 pm

Bridget Martinez	<i>present</i>	Lynda Schubring	<i>present</i>
Jamie MacDonald	<i>present</i>	A4 - vacant	
David Lock	<i>present</i>	Michelle Mitcham	<i>present</i>
Charlie Mattair	<i>present</i>	Luke Onorato	
Ashley Brown	<i>present</i>		
Doris Michalak	<i>present</i>	Isaac Recinos	<i>present</i>
7 - vacant		Sebastian Marquis	<i>present</i>
Glenn Jackoviak	<i>present</i>	Robert Basford	<i>present</i>
Heather Tuggle	<i>present</i>	Maria Thorne	<i>present</i>

**Approval of Minutes from 10-06-21**

Motion was made to approve minutes by Charlie and was seconded by Ashley.

**Citizen Comments**

Karie Lawrence of 8410 Achgill St. talked about the JV Women's Group. She explained that it is a service driven organization that was started in 2014 and has about 40-60 members. They meet every month and do fundraisers to raise money to do things for the city. They give a \$200 donation to the police department every year for quarterly police officer, they provide the snack for Santa during Holiday in the Village and used to do a home tour, but have stopped due to pandemic. The Women's group recently bought benches and tables for the city. They have a new president Connie Paschar and will also have new board members.

Karie also talked about the JV Senior Outreach group. There are about 176 seniors in the organization and they have a big social calendar with lots of activities. They also have a number of vetted volunteers of all ages that assist seniors with small repairs and tasks in and around their homes. There are membership dues of \$50 per year for seniors 55 and up. Anyone is welcome to be a volunteer. The senior group had a trunk and gave out candy at the trunk or treat event. Kari complimented everyone who helped put on the event and said that they are in for next year.

Karie also talked about the play guide and the need for advertising in a way that seniors can access. The JV Star was mentioned, the back page of Mayor's newsletter, the JV website. She also said that it is difficult to find things on the website, and the calendar does not have everything on it.

Doris mentioned that improving the content on the website would be helpful and also asked members to share information about the two groups Karie talked about and to try to encourage people to participate.

Susan Edwards of 16001 Jersey Drive, said that the women's group used to put candy in the eggs and used to help with the egg hunt but have not been asked to help in several years. She said that the group is available to assist with activities like that. She also talked

about CERT, the Community Emergency Response Team. The team works with the fire department but is also available to assist with event set-up, traffic control, parades, etc. She talked about CERT training in January. The contacts for CERT are Linda Crowl, and Rob Missall from the fire department.

### **Items for individual consideration**

#### **a1 Fall Frolic post event report – *Doris Michalak***

Doris asked for a motion to amend the agenda to add a recap of the Fall Frolic. Ashley made the motion and David seconded the motion. Doris provided a detailed recap report (attached) and the fall frolic was discussed by all.

The event was very successful and the weather was great. The layout and spacing of the event and activities were discussed. Some ideas for next year were mentioned including possibly using the trail. The need for more lighting was brought up and discussed. It was also mentioned that a baseball team showed up unexpectedly and took up a lot of space. Rachel the cow was talked about and the topic of using hashtags for the event was discussed. The members gave lots of kudos to Isaac and Sebastian for all the work they did for the event. Doris expressed thanks to everyone who volunteered.

#### **a. Holiday in the Village - *Isaac Recinos***

Isaac said that advertising for Holiday in the Village is the only thing that had not been addressed. He said that everything else is good to go including the farmer's market, the snow, and Santa and Mrs. Claus. He has been working on the parade route and details. He plans to start marketing for parade entries and he asked the committee for assistance with getting more floats and participants for the parade. Still debating about whether or not to include walkers in the parade and keeping it short or making a longer route with only vehicles. We will not be charging participants to enter the parade. We may be more selective about participants next year. Robert talked about maybe encouraging people along the route to join in the parade at the end and walking to the event site

Doris asked committee members their opinion about having walkers and vehicles vs only vehicles, most committee members said that they would like to have both. Weather may be an issue affecting walkers. The issues with different streets were discussed. Cars park on the streets and could make it difficult.

The idea was brought up about doing part of the route with only floats and then have the walkers join in at Carol Fox Park. Robert said that the ideas will need to be presented to the police department.

The time of the parade was also discussed. The committee talked about whether to *start* the event with the parade or *end* the event with the parade? Event was originally scheduled to run from 4 to 7pm with the parade starting at 6:30, but that would pose a problem for people who were at the event but wanted to be at the parade. Several options were discussed. Doing it before – it wouldn't be dark enough for lights. Start points and end points were discussed. Robert talked about sunset and levels of darkness. It needs to be dark for the parade, but doesn't want to push the event too late. The committee talked about doing the parade as a loop with staging and ending at the church parking lot. The committee agreed to have the parade at the end of the event.

Issues with cars parked on Lakeview Dr. were discussed. Committee members talked about putting door hangers on the doors of residents along Lakeview to ask them to keep the street clear.

Staff members will meet with our fire department, police department and public works to discuss. Robert mentioned contests and advertising for event volunteers. The committee will meet for a workshop at 5:30 on Nov 17th

b. *Founder's Day event – Robert Basford*

Robert brought in the painting of the Founder's Day celebration. He would like to recreate the activities as closely as possible to the painting.

The date of the event was discussed. Robert sent out a poll to choose the date for the event. April 16<sup>th</sup> won, but there are concerns because it is right before Easter Sunday. The committee members chose April 9th.

Robert talked about the fireworks and the need for a safety radius.

c. *Carol Fox Bathroom update - Robert Basford*

Robert stated that he is looking at designs for the bathroom, a locking system, and plans for ventilation.

**Staff Briefings**

Robert explained that going forward the Staff Briefing will be supplied to committee members as a report for review as part of the meeting packet and that questions about any of the items will be answered briefly at this part of the meeting. The report is attached.

There was a question about changing the time of the farmer's market, and Isaac stated that for now, the time will stay at 11am to 2pm.

**Future agenda item request**

**Next Meeting date**

December 1, 2021

**Adjournment**

Motion was made to adjourn the meeting by David and was seconded by Ashley.