**A Vicksburg Parks & Recreation Committee**

**Regular Meeting**

**Vicksburg Cultural Arts Center**

**Thursday, January 12, 2017 @ 6:00 p.m.**

1. The Regular Meeting of the Vicksburg Parks and Recreation Committee was called to order at 6:00 p.m. by Chair Jim Earl at the **Vicksburg Cultural Arts Center**.
2. Roll Call – The following committee members were in attendance: Julie Merrill, Don Wiertella, James Earl, Sue Moore, Robert Prater, Kathleen Hoyle and Ron Smith,

 Jim Mallery – Ex Officio, Village Manager

 Jim Bird – President Vicksburg Historic Village

 Absent: Ken Oscarson

 Guest - Kristina Powers Aubry

1. Approval of Agenda – Jim Earl requested that Kristina Powers Aubry be added as agenda item 4A and that agenda item 6 be moved to last. Motion by Smith, supported by Merrill to revise the January 12, 2017 agenda to add Kristina Powers Aubry as agenda item 4A and to move agenda item 6 to last. Motion passed with unanimous support.
2. Approval of meeting minutes – Motion by Mallery, supported by Prater to approve the minutes from the December 8, 2016 regular meeting as submitted. Motion passed with unanimous support.

 4A. Kristina Powers Aubry provided two items to the committee:

* 1. The Vicksburg Vision Campaign is in the process of being placed under the Vicksburg Downtown Development Authority. The DDA will “spearhead” future efforts of the Vision Campaign.
	2. A two-sided sign honoring and remembering the Stofflet Block has been design and is ready for installation in Oswalt Park. The Parks and Recreation Committee indicated a favorable attitude to the installation of the sign.

1. Report from Historic Village Committee – Jim Bird presented the January 2017 report of the Vicksburg Historic Village Committee. Highlights of this report included:
	1. The safety fence near the CN RR tracks has not been installed
	2. Termite treatment estimates for seven structures have been requested from three companies.
	3. The locations of the proposed road/pathways have been staked.
	4. Estimated preliminary maintenance needs costs for 2016-2017
2. Update on Trail Plans and Related Grants – Kathleen Hoyle indicated that progress is being made with two Scott Copeland parcels and may have easements in the spring.
3. Michigan Water Trails – Ron Smith presented a web address and a map providing information on promotional items for a water trail from Portage Lake to three Rivers. This is an excellent example of public information and promotion that can be developed for the Vicksburg Water Trails.
4. Grant Advisory from Prein&Newhof – Ron Smith presented information on these grants. The committee indicated that the village may meet “points” for grants from the Land and Water Conservation Fund and the Recreation Passport Grant Program. The village may send a person to a DNR workshop for those intending to apply for these grants.
5. KATS Moves – Ron Smith indicated that KATS is seeking public input to enhance pedestrian, greenway and transit facilities in the Greater Kalamazoo Metro area. A web site was given to allow this contact.
6. Volunteer Application and Village Web Page – Don Wiertella presented a City of Portage Volunteer Application that must be completed by all volunteers working on Portage right-of-way. Don suggested that the Village of Vicksburg review this document and determine if this type of document , revised to meet village needs, could be used by the village for all volunteers working on village property.

Don presented information from the Portage web page that “boldly” indicated how, when and where volunteers can apply for volunteer work with Portage. Don suggested that the village review this material and determine if this type of information could be added to the village web page.

1. Bike Committee for Parks, Recreation and Trail System – Robert Prater indicated that he is getting excellent numbers of volunteers to review and maintain the existing trail. The City of Portage has an approved ordinance that directs and approves volunteer work on city property (see agenda item 11). Bike racks for the village were discussed. Bike racks will be installed in early 2017 and different design types were reviewed. The “Curve-it Bike Rack” with an approximate cost of $120.00 was reviewed. The “CycLoops” bike rack which purports to be “the time-proven favorite of the design community” was also reviewed.

Robert indicated that he P and R committee needs to confirm that completed projects have funding to complete the required yearly maintenance. Without approved, scheduled maintenance completed projects will lose their effectiveness, appearance and the lifespan will be reduced.

1. Review of Parks and Recreation Budget – Jim Earl and Jim Mallery lead the discussion. The P and R budget is under review to eliminate unrelated items and install appropriate budget items and accurate costs. Jim Mallery indicated that budget item requests should be based on “needs”, “wants” and “wishes”. Jim Earl indicated that the P and R committee will work with Jim Mallery to provide timely, realistic information and budget item request to him (Jim Mallery) such that the village can make accurate budget determinations. Jim Earl confirmed that all expenditures from the Parks and Recreation budget and the Historic Village budget are to be recommended to, and approved by, the Vicksburg Village Manager, with consent, if required, by the Vicksburg Village Council.
2. Public Comments - None
3. Member Comments
	1. Jim Earl again confirmed that an ongoing agenda item be established for Review of Parks and Recreation Budget.
	2. Don Wiertella requested that the start time of the Parks and Recreation Committee meetings be changed to 6:30 pm. Motion by Smith, supported by Bird that the start time of the Parks and Recreation Committee meetings be changed to 6:30 pm. Motion passed with unanimous support.
4. Next Meeting – The next regular scheduled meeting of the Parks and Recreation Committee will be at the **Vicksburg Cultural Arts Center** on Thursday, February 9, 2017**, starting at 6:30 pm**.
5. Adjournment – Motion by Merrill, supported by Smith to adjourn. Motion passed with unanimous support. The meeting was adjourned at 8:40 p.m.

Respectfully submitted:

Don Wiertella – Recording Secretary

Date submitted: January 25, 2017

Date approved: February, 9, 2017 Don Wiertella