

## PARKS MEETING MINUTES

JULY 19, 2017

Meeting called to order at 6:35 by Marty

Members present: Marty Hura, Don Buchert, Lisa Zamecnik, Giles Seith

Others Present: Greg B., Chris Gaone from KSU, Mayor Clark

Motion to approve the May minutes by Don second by Marty all yeas

NO minutes taken at June meeting as they did a summer Soltis at the park.

Dog Park will be the first project at Buchert Park. Greg says he has donations coming in. He spoke with Footlake Park. Marty is worried about parking. Chris brought up about rain water saturation.

Chris from KSU has architectural students that he thinks will be interested in helping us with the dog park project. They can do from design, grant writing and actually work on the project. Chris will speak with the students and put something together.

Parks discussed the poles that the Rotary want to donate to the Village for overhead signage for special events like Potato Festival etc. Marty and Giles said that the location that the rotary asked about is not good. We have underground water and sewer lines and AT&T has lines on the other side of the street. Ask rotary to attend our next meeting and everyone investigate which poles were used back in the 80's for the Festival banners.

Parks discussed the Bike Racks. They feel it's a great idea for the trails and park. But want a better idea for uptown. Concern for pedestrian and vehicle traffic. They would like a better visual. Need to have Rotary, DMRC etc. attend next meeting.

Mayor brought up about the Kiosk. She had received an email from DMRC

Linda,

Just following up regarding The Flag Tower and The Kiosk's.

Flag Tower Landscaping. We analyzed the design and were wondering about a few more details. What is the perimeter of the design? Concrete? Or what? If so, how wide? Then, what is the plant that is being used for the planting? We figured we would start with these questions, then proceed after we received those answers.

For ease of life, let's develop a little Policy about the Kiosks and print it out and post it and give it to all of us.

Let's call the kiosk by the Canoe access the "Canoe Access Kiosk". Then the side facing High St., the "North Side" and the side facing the canoe access, the "South Side".

a. "North Side". I believe DMRC and The Village decided that Helen Hazlett was going to be the administrator of the north side. Is that correct? And she does have a key.

b. "South Side". I believe is Portage Park District. Please clarify for me.

The other kiosk we can call the "Bridge" kiosk. The side facing the road is the "west" side and the side facing the river is the "east" side.

a. "West Side". No idea who is to administer that one or who has the key.

b. "Ease Side". Also, no idea.

I am really excited about Helen Hazlett offering to keep care of the Canoe Access kiosk. It looks great. However, I think we need to figure out a way at both kiosks to list the amenities up in town without "advertising". Maybe list categories... SAFETY AND HEALTH: List police, fire and UH phone numbers and addresses. FOOD: List Circle K, Marathon, Jakes Market, Jakes Restaurant, Italiano's, Village Tavern, Italian Garden. HOTELS: List all the hotels in town.....??? BANKS: List Chase and Middlefield. GAS: List Marathon....etc.

THANKS. Edie

After much discussion parks decided to relook at the flag tower. And set up a policy for the Kiosk as follows

### **Parks Kiosk Rules and Regulations**

1. Flag Tower - Parks Committee wants to review it some more and maybe come up with different options.

2. Kiosk - Just so DMRC is aware at the Park the kiosk by the canoe turn around the NORTH Side is the Villages and the SOUTH side is the Park District. The Kiosk at the walking bridge, BOTH sides are the Villages. The Parks District will be putting up additional signage behind McDonald's at some point (I spoke with Chris). After much discussion about what is allowable on the Kiosk.

A) They have adopted the "Think Local! Visit Shop Directional information Sheets that they have been looking at.

B) They will also allow Police - Fire and Hospital information on the Kiosk.

C) They will allow Kayak and Canoe information. FOR ALL COMPANIES THAT HAVE RENTALS of CANOES AND/OR KAYAKS WITH THEIR NAME AND A PHONE NUMBER (we think that there are 4 in the area).

D) They will allow posters such as AOTH, Potato Festival, River Day, Ox Roast, any special event that does not charge to participate with the exception of Adventures Races sponsored by Portage Parks.

E) They feel that the Village Administrator will oversee the items placed on the Kiosk and he will be the key holder (the VA can designate one of his employees to do so).

F) Any items that someone would like to have placed in the Kiosk should be dropped it off at Village Hall and if the VA deems it appropriate he will have it placed in the Kiosk.

The Parks Committee wants to thank Helen Hazlett for offering to oversee the Kiosk, but they feel it should be handled by the Village.

Also, Council has asked that anytime the DMRC has suggestions and ideas for making things better in the community to please attend and present it to the proper committee.

Parks asked the Mayor to send the information to the DMRC and Rotary. (Mayor sent the information to DMRC and Rotary on July 20, 2017).

Motion to adjourn at 8:20 by Lisa second by Giles all yeas