

**CITY OF IMLAY CITY PARKS AND RECREATION COMMISSION
150 N. MAIN STREET
IMLAY CITY, MI 48444**

**REGULAR MEETING
TUESDAY, JUNE 10, 2025
6:00 PM**

1. CALL TO ORDER

Commissioner Demske called the meeting to order at 6:00 PM.

2. PLEDGE OF ALLEGIANCE

Commissioner Demske led the Pledge of Allegiance.

3. ROLL CALL

Present: Commissioner Frank Demske, Commissioner Cynthia Stroebel, Commissioner Heather Sample, Commissioner Jennifer Kulin, Commissioner Jeremy Hayden, Commissioner Joi Kempf

Absent: Commissioner Renee Hoag

Also Present: City Manager Craig Horton

4. APPROVAL OF AGENDA

MOTION by Stroebel seconded by Kempf to approve minutes as amended with New Business B and C.

MOTION CARRIED UNANIMOUSLY

5. CITIZENS FROM THE FLOOR

Co-Chair of the Imlay City Summer Festival - Vicky Sefcovic

Requested that the Splash Pad be offered for free during Summer Fest - August 8, 9, 10.

Hopes to attract more attendance and improve local business.

6. APPROVAL OF MINUTES May 13, 2025

MOTION by Sample seconded by Hayden to approve minutes from the previous meeting.

MOTION CARRIED UNANIMOUSLY

7. FINANCIAL REPORT: Ending May 2025.

8. UNFINISHED BUSINESS

A. Doug Schultz, ROWE - SPARK Grant

Doug Schultz from ROWE presented a progress report for the SPARK Grant and Lions Park Improvements. ROWE is seeking approval to advertise the bid pending comments from Council of Michigan Foundations (CMF) (CMF is responsible, alongside DNR, in issuing SPARK Grant).

The EGLE permit has been approved and grading at Lions Park was reviewed with Ed Pruehs (Imlay City DPW), City Manager Craig Horton, and Commissioner Frank Demske to confirm utility locations.

CMF imposed requirements on what information bidders must provide to be qualified to be awarded the contract for Lions Park. Information required includes: supplier qualifications, project references, evidence of qualifications (financial date, experience), evidence of authorization to do business in the state, state/other contractor license number, and subcontractor qualifications.

Doug Schultz proposed that the city judges the bid based on cost, capability (experience/references), and completeness of response.

The bid for Lions Park would be advertised for one month. After awarding the contract, changes to the proposed improvements (as discussed last meeting and contingent on budget) could be accomplished through a change order to the contract without losing the SPARK Grant.

NO MOTION, INFORMATIONAL ONLY

9. NEW BUSINESS

A. Amending the Parks and Recreation Master Plan

i. Downtown Depot Pavilion

The Downtown Depot Pavilion is ready to host concerts in the city. The pavilion will be added to the city's pavilion rental form. Question raised about seating. Currently using picnic tables instead of individual seating.

NO MOTION, INFORMATIONAL ONLY

ii. Old DPW Building Discussion

The Old DPW building is being converted to community center/farmer's market. City Manager Craig Horton is interested in having the Old DPW building amended into the Parks and Recreation Master Plan as a place that benefits public recreation in order to access DNR grants and similar benefits for the city. A public hearing would be needed to do so.

NO MOTION, INFORMATIONAL ONLY

B. Parks and Recreation Request Form Update

i. Downtown Depot Pavilion

Added to the request form.

NO MOTION, INFORMATIONAL ONLY

C. Splash Pad during Summer Fest

Vicky Sefcovic, Co-Chair of the Imlay City Summer Festival, requested the commission to offer Splash Pad access for free during Summer Festival.

MOTION by Sample seconded by Kempf to approve free Splash Pad access during Summer Festival.

ROLL CALL VOTE

Ayes: Demske, Stroebel, Sample, Hayden, Kulin, Kempf

Absent: Hoag

MOTION CARRIED UNANIMOUSLY

10. OTHER BUSINESS

A. NONE

11. ADJOURNMENT

MOTION by Sample seconded by Hayden to adjourn the meeting at 6:49 PM.

MOTION CARRIED UNANIMOUSLY

Next Parks and Recreation Commission Meeting is Tuesday, July 8, 2025.

Respectfully submitted by: _____
Jeremy Hayden, Secretary

APPROVED: August 12, 2025

CITY COMMISSION APPROVED: August 19, 2025