

CITY OF BERKLEY
PUBLIC NOTICE
PARKS AND RECREATION ADVISORY BOARD
MEETING MINUTES
7:00 P.M. February 12th, 2026 AT THE COMMUNITY CENTER

CALL TO ORDER: 7:03 P.M.

Present: Mike Kerby, J.D. Otto, Melissa Hammond, and Andrew Boring

Also, present: Dan McMinn

Unable to Attend: Betty Smith, John Nicolai, and Greg Patterson

APPROVAL OF AGENDA: Motion to approve by Melissa Hammond and supported by Andrew Boring

APPROVAL OF 1/15/26 MINUTES: Motion to approve by J.D. Otto and supported by Mike Kerby

PUBLIC COMMENTS: No public comments

BOARD BUSINESS:

1. Winterfest

- The event was postponed due to extreme cold. The Donut Truck had already canceled, and temperatures were too low for the petting farm animals and the bounce houses (children would have needed to remove their shoes).
- Winterfest has been rescheduled for Saturday, 2/28 from 12-2 PM, with the hope of improved weather.
- Melissa Hammond noted that the electronic construction-style sign placed at the community center entrance to announce the reschedule was appreciated.

2. Building Updates

- Related to the earlier comment regarding the electronic sign, some discussion occurred regarding there was potential for a new sign with electronic lettering for the community center. Dan reported this had been investigated before, with an estimated cost of \$35,000.
- Completed work includes the roof, front entrance doors, and both restrooms. Concession stands and additional restrooms are nearing completion. A new heat source—a dual-zone mini-split system—is being added, which will allow the building to be heated. The project remains on schedule and is expected to finish today, with the goal of having the space ready for Winterfest.
- Upcoming improvements include installing access controls so doors can automatically lock and unlock, along with adding security cameras. The bathrooms in this area will also be updated, and similar timed locks are being considered for Oxford Park. With the addition of heat, these facilities may be able to remain open for longer periods.
- Upcoming repairs include addressing a persistent backup in the women's restroom sinks. Attempts to clear the line were unsuccessful, and the issue appears to stem from wood debris in the stack accessed from the roof. To avoid damaging the newly renovated bathroom, the repair will be approached through Dan McMinn's office. Quotes are being gathered, and the repair will proceed as soon as possible.
- Planned updates to Bacon Park Pavilion include roof improvements, extending the concrete slab by two feet on each side to prevent mud and protect the structure, and running electrical service from the northeast corner of the park to add outlets for rentals. A future

phase may include adding a restroom. Andrew Boring also suggested exploring solar lighting for the pavilion.

- J.D. Otto asked for an update on the building assessments. Dan shared that a request for proposals is currently out through the City Manager's Office with Strategic Real Estate Services. The selected firm will evaluate individual buildings—including the Community Center and City Hall—to identify needs and priorities. The facilities assessment previously ranked City Hall and the Community Center as the two buildings in the poorest condition, though the Community Center was noted to have strong structural potential.

3. Program Updates

- Summer Camp Early Bird Registration opened on 2/2 and filled rapidly: Kids Camp and Junior Camp filled within 13 minutes, and Senior Camp (4th–6th grade) filled within 24 hours. Ten additional spots were added to Kids and Junior Camps and were filled from the waitlist. Weekly registration spots remain open (10 per week for Kids and Junior Camps, 15 for Senior Camp) and will open Monday, the 23rd, at 8:30 a.m. Although the license allows up to 200 campers, capacity will remain closer to 170 per day due to bus limitations. Hiring for summer camp will begin within the month, with some expected staff turnover as older staff pursue internships.
- A four-day Mid-Winter Break Camp will run next week with 32 campers. Planned outings include the Ann Arbor Hands-On Museum, Inflatable Spaces, Legoland and Sea Life Aquarium, etc.
- Winter 2 programming is now open for registration.
- An additional Senior Fitness class has been added.
- Upcoming senior trips include *The Lion King* at the Opera House, an Opera House tour, and other activities.
- The department co-hosted the Daddy-Daughter Dance with the Berkley Junior Women's Club, running three sessions with 120 attendees each. Collaboration will continue. The next joint event is *Breakfast with the Bunny* in March, featuring breakfast, photos with the bunny, and a petting farm.

4. Board Business

- The board plans to review and adopt bylaws, and will review the Berkley Library's bi-laws as an example. Dan McMinn said he has a copy of the library's bi-laws and the Board can refer to them to the next meeting for discussion and revisions before a vote.
- The group discussed identifying an activity or event for the board to participate in, potentially during Summerfest. Dan noted there are downtown events such as Monster Mash and the Trick-or-Treat Stroll where the board could host a table, as Parks & Recreation did last year.
- Melissa Hammond suggested considering naming the renovated concession stand in honor of Betty Smith, recognizing her many contributions to both the board and the Dad's Club baseball program.
- The five-year plan has been submitted for review.
- Project updates discussed during this meeting can continue to be reviewed at future meetings. The Bacon Park improvements are scheduled for the City Council meeting on the 3rd. The board may prepare a statement of support, which will be added to the next meeting agenda.

MISCELLANEOUS:

- Melissa Hammond thanked Dan and the staff for the strong programming efforts and the quality of the offerings.
- Andrew Boring also expressed appreciation for the work done by the Parks and Recreation Department. He shared that the Mom's Club is interested in adding a tunnel feature like the one funded by the Dad's Club. Mike Kerby noted he has the basic plans that were used and can share them. Andrew also extended well wishes to Betty.
- J.D. Otto noted that class participation continues to grow, with programs consistently filling. Even as numbers increase beyond expectations, the team is making excellent use of the available space.
- Dan McMinn shared Greg's apologies for not being able to attend. He noted they received a presentation from Natalie Price summarizing her work over the past year and outlining goals for the coming year. One of the city's three SMART bus contracts was approved. Dan expressed his appreciation to both the board and the staff.
- Mike Kerby expressed his appreciation for the programming and shared his thoughts and well wishes for Betty.

ADJOURNMENT: 7:51 p.m.

NEXT MEETING: March 12, 2026