



**CITY OF LINDEN
SPECIAL JOINT MEETING AGENDA
PARKS AND RECREATION COMMISSION & LIBRARY BOARD
LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451**

Wednesday, January 28, 2026

6:30 P.M.

- I. CALL TO ORDER**
- II. ROLL CALL**
(A) Excuse Absent Member(s)
- III. APPROVAL OF AGENDA**
- IV. APPROVAL OF MINUTES**
(A) November 20, 2025 Regular Meeting
- V. PUBLIC HEARINGS/SPECIAL PRESENTATIONS**
(A) Parks and Recreation Plan Review with Adam Young, Wade Trim
- VI. PUBLIC COMMENT – PERSONS WISHING TO ADDRESS THE COMMISSION ARE ASKED TO STATE THEIR NAME AND ADDRESS FOR THE RECORD AND LIMIT THEIR COMMENTS TO FIVE (5) OR TEN (10) MINUTES IF REPRESENTING A GROUP OF PERSONS.**
- VII. CORRESPONDENCE**
- VIII. UNFINISHED BUSINESS**
- IX. NEW BUSINESS**
(A) Election of Officers
(B) 2026 Events and Programming
(C) Bylaws and Ordinance Review
- X. COMMISSIONER AND COMMITTEE REPORTS**
- XI. ADJOURNMENT**

CITY OF LINDEN
Minutes for Parks & Recreation Commission Meeting
Thursday, November 20, 2025, 6:00 pm
Linden Community Center, 105 Mill St., Linden

CALL TO ORDER **6:04 p.m.**

ROLL CALL & INTRODUCTIONS:

Present: Aaron Wiens, Larry Allen, Sadie Kosin, Pam Howd
Excuse absent members: Kristen Wesley and Mike Dietz.

MINUTES APPROVAL: September 4, 2025, Aaron W. made the motion, Sadie K. supported.

PUBLIC HEARINGS

None

CITIZEN COMMENTS

COMMUNICATIONS

Attached letter received from a resident.

BUSINESS AND DISCUSSION ITEMS

1. Elections: Chairperson, Vice Chairperson were deferred to January, due to only two voting members present
2. 2026 PROPOSED MEETING DATES. January 15, March 19, May 21, July 16, September 17, and November 19.
Discussion centered on meeting every month and perhaps more often before an event. Board will discuss the item in January. Per Ellen Glass, the by-laws specify meeting every month on the third Thursday. Ellen also spoke about P&R commission painting benches in the past.
3. City Update: Kristyn Kanyak discussed reviewing the Parks and Rec plan in the future but suggested deferring discussion until January. Adam will speak to the board in January, he can't attend a meeting on Thursday.
4. Keepers of the Shiawassee: Keepers attending the meeting were Joetta Pyles Zalewski, Don Walsh, Sarah Seiles owner of the Shiawassee River Shuttle. Joetta Pyles discussed they would like to help with some P&R events. They want to work on getting a handrail installed on the steps leading down to the river from the parking lot behind Down the Hatch Pub. Keepers also spoke about adding a kayak shuttle. P&R plan includes maintaining and upgrading water access. Joetta mentioned Diane Allman would like to donate funding to cover part of the project. Keepers has an environmental scientist and engineer.
5. Community Garden: Judy Hunter was not present to provide the update.
6. 2025 Event Attendance Estimated: Owl Walk - 60 plus people all ages, Watercolor in the Park -20 plus kids, Cornhole – 5 kids, Kayak – 7 people
7. 2026 Event Suggestions: The suggestions include community kayaking involving the Keepers and Sarah, Kayaking on Memorial Day. Commission discussed trying to increase senior citizens

Next Meeting: January 15, 2026, 6 pm, Loose Senior Center

involvement in events. Tessa discussed seniors would be more likely kayaking with a group, or as part of a social event. Ellen discussed that the handicapped ramp allows for the seniors to get in and out of a kayak. Members discussed applying for a liquor license to offer light drink attendees exit the water. P&R could partner with a business that currently has a liquor license. The group also discussed night hikes, working with Genesee County P&R on events, Movies in the Park, Movies at the Loose Center especially during Winter months, Kid Bingo, Farmers Market, and craft markets. Members discussed installing a path to go from the Loose Center to Shiawassee Shores.

Commissioners discussed walking in an upcoming parade and handing out flyers with a QR code. The code would link to a survey and ask the public what types of P&R events they would attend.

Sarah Stiles suggested a July 4th water event, and working with Happening in Linden on a event.

8. Linden Mayor Liz Armstrong discussed Disability Friendly Community. She is Small Cities ambassador. She asked the item to be put on the January agenda.
9. P&R Ordinance Discussion: Aaron would like to discuss looking at the P&R ordinance and update language for voting and nonvoting members. Ellen said the commission can examine bylaws and change them. Commission can update bylaws so all members can vote. The bylaws don't have to be run through council.

COMMISSIONER COMMENTS: None

ADJOURNMENT: Meeting adjourned at 7:13 PM. Sadie K. made the motion; Aaron supported.

PARKS AND RECREATION COMMISSION

CITY OF LINDEN

BY-LAWS

I. Officers and their duties:

A. The officers of the commission shall consist of a Chairperson, Vice-Chairperson; and Secretary, all of whom shall be appointed members of the commission.

B. The Chairperson shall have the privilege of discussing all matters before the commission and to vote on these matters. The Chairperson shall call meetings, preside at all meetings, appoint such committees as shall from time to time be deemed necessary, sign all vouchers authorized by the commission and perform other duties that may be delegated by the commission.

C. The Vice-Chairperson shall act for the Chairperson in his/her absence.

D. The Secretary shall keep the minutes and records of the commission.

E. The City Manager or his/her designee shall act as staff for the Parks and Recreation Commission. As such, he/she shall attend to correspondence of the commission, prepare the agendas of regular or special meetings, provide notice of meetings to commission members, arrange proper and legal notice of hearings, and keep a copy of all transcripts, records, plans, plats, etc. brought before the commission.

II. Election of Officers:

A. Nominations of officers shall be made from the floor at the annual organizational meeting, which shall be the first meeting of the calendar year in January, and the elections shall follow immediately thereafter. Newly elected officers will assume their office immediately.

B. A candidate receiving a majority vote of the membership present shall be declared elected.

C. Member vacancies may be filled by recommendation to the City Council.

III. Meetings

A. Regular meetings are held on the third Thursday of each month. Meetings will commence at 7:00 pm in the City Manager's office at 132 E. Broad Street, Linden, Michigan. Special meetings will be scheduled on an as-needed basis. When a regular meeting is scheduled on a holiday, the meeting shall be held on such other day as determined by the commission.

B. The Parks and Recreation Commission shall consist of five (5) regular members and two (2) advisory members. One regular member may also be a City Councilor. Three members of the commission shall constitute a quorum and the number of votes necessary to transact business. A record of the vote shall be kept as a part of the minutes.

C. All members of the commission shall vote on every motion placed on the floor unless there is a conflict of interest. In the event that member of the commission shall question whether he/she or any other member has a conflict of interest, the question shall be submitted to the City Attorney who shall review the facts and issue an opinion.

D. Robert's Rules of Order shall be used except where they conflict with the By-Laws, State Statute, the City Charter or the City of Linden Municipal Code.

E. All meetings shall be open to the general public.

F. Any member of the Parks and Recreation Commission who misses three (3) consecutive meetings of the commission may be subject to removal by a majority vote of the City Council. Written notice to the member being considered for removal shall be made at least seven (7) days prior to the City Council meeting at which removal will be considered.

IV. Order of Business:

The order of business at regular meetings shall be:

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Public Hearings
- VI. Citizen's Comments - Persons wishing to address the commission are asked to State their name and address for the record and limit their comments to five (5) or ten (10) minutes if representing a group of persons.
- VII. Correspondence
- VIII. Unfinished Business
- IX. New Business
- X. Commissioner and Committee Reports
- XI. Adjournment

V. Committees:

The Chairperson shall appoint such committees as he/she deems necessary subject, however, to and in accordance with the mandates of the State Statutes, City Charter, and the City of Linden Municipal Code. Any committee appointed shall be given a specific task along with a specific date upon which the committee will expire.

VI. Amendments:

These By-Laws may be amended by a two-thirds (2/3) vote of those present at the meeting.

ADOPTED, as amended, by the City of Linden Parks and Recreation Commission at a regular meeting on the 17th day of January, 2013.

, Chairperson

Attest:

, Secretary

PARKS AND RECREATION COMMISSION

§ 31.040 ESTABLISHED; COMPOSITION; TERMS OF MEMBERS.

There is hereby established a Parks and Recreation Commission for the city which shall consist of seven members appointed by the Mayor with the consent of the City Council for terms. Five of the members shall be registered electors of the city and serve three-year terms. Two advisory members may be residents of the city and at least 16 years of age and will serve one-year terms. Three members present shall be a quorum. All vacancies shall be filled for the remainder of the unexpired term. Any vacancies at the time of expiration of the term of reappointments shall be filled for a term of three years.

(2011 Code, § 2.30.010) (Ord. 340, passed 12-10-2012)

§ 31.041 ORGANIZATION.

The Parks and Recreation Commission shall, at the first meeting of each year, elect a Chairperson, a Vice Chairperson, and a Secretary. The Commission shall keep a correct record of the proceedings and shall meet at such times as it may determine but not less than once each quarter. The meetings of the Parks and Recreation Commission shall be subject to the Open Meetings Act, Public Act 267 of 1976, being M.C.L.A. §§ 15.261 through 15.275.

(2011 Code, § 2.30.020) (Ord. 340, passed 12-10-2012)

§ 31.042 CONTROL OF PARKS AND PUBLIC GROUNDS.

The Parks and Recreation Commission shall have the power and the duty to make recommendations regarding all public parks, waterfront, or lakes as allowed by state law, and any lands or lots heretofore devised and bequeathed to or purchased by the city for park purposes and shall make recommendations regarding the ornamenting, adorning, laying out, and improving of the grounds of such parks and may recommend the adoption of any and all rules necessary for the use of such parks. All recommendations shall be made to the City Council, either directly or through the City Manager.

(2011 Code, § 2.30.030) (Ord. 340, passed 12-10-2012)

§ 31.043 RECEIPTS; DONATIONS; DISPOSITION OF FUNDS.

All receipts on account of the city parks, whether arising from rental fees, donations, sale of any part thereof, or of any lands so willed and devised by any persons to the city, shall be exclusively expended and applied under the direction and control of the City Council. All payments of rents, fees, donations, or other monies shall be paid at City Hall. In the event that any money is paid to a city employee not at City Hall or to a member of the Parks and Recreation Commission, that payment shall be paid to the appropriate official at City Hall as soon as practicable. All such money shall be placed in the General Fund of the city. Any recommendations of the Parks and Recreation Commission will be considered prior to such expenditures.

(2011 Code, § 2.30.040) (Ord. 340, passed 12-10-2012)

CITY OF LINDEN

RESOLUTION NO. 23-25

A RESOLUTION ESTABLISHING THE REGULAR MEETING SCHEDULE FOR 2026

WHEREAS, the Linden City Council wishes to establish its regular meeting schedule for 2026; and

WHEREAS, the Linden City Council wishes to provide proper posting for all City Boards and Commissions Meetings, in accordance with the Open Meetings Act; and

WHEREAS, meeting times may change, and special meetings may be scheduled as necessary, revisions to the regular meeting schedule below shall be posted, in accordance with the Michigan Open Meetings Act;

NOW, THEREFORE BE IT RESOLVED, the Linden City Council instructs the City Clerk to post notification of the following regular meetings:

CITY COUNCIL

Regular meetings are held on the fourth Monday of each month at 6:30 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451 unless otherwise noted:

January 26, 2026	*May 11, 2026	September 28, 2026
February 23, 2026	June 22, 2026	October 26, 2026
March 23, 2026	July 27, 2026	*November 9, 2026
April 27, 2026	August 24, 2026	*December 14, 2026

CITY COUNCIL WORK SESSIONS

Work Sessions are held on the second Monday of each month at 6:30 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451 unless otherwise noted:

January 12, 2026	No May Work Session	September 14, 2026
February 9, 2026	June 8, 2026	*October 13, 2026
March 9, 2026	July 13, 2026	No November Work Session
April 13, 2026	August 10, 2026	No December Work Session

PLANNING COMMISSION

Regular meetings are held on the first Monday of each month at 7:00 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451 unless otherwise noted:

January 5, 2026	May 4, 2026	*September 8, 2026
February 2, 2026	June 1, 2026	October 5, 2026
March 2, 2026	July 6, 2026	November 2, 2026
April 6, 2026	August 3, 2026	December 7, 2026

*If the regular meeting date falls on a holiday, the Planning Commission will reschedule the meeting to another date during the month.

ZONING BOARD OF APPEALS

Meets the second Tuesday (as needed) of January, April, July and October at 7:00 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451 unless otherwise noted:

January 13, 2026	July 14, 2026
April 14, 2026	*October 14, 2026

**Special meeting dates may be scheduled on an as-needed basis on the second Tuesday of the month.

*Meeting dates adjusted due to holidays.

Resolution No. 23-25

HISTORIC DISTRICT COMMISSION Meets the third Wednesday of each quarter at 6:30 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451 unless otherwise noted:

January 21, 2026
April 15, 2026

July 15, 2026
October 21, 2026

LIBRARY BOARD Meets the first Thursday of the months below at 6:30 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451, unless otherwise noted:

*January 8, 2026
April 2, 2026

June 4, 2026
September 3, 2026

December 3, 2026

PARKS & RECREATION COMMISSION Meets the third Thursday of every other month at 6:00 p.m. within Loose Senior Center, 707 North Bridge Street, Linden, MI 48451 unless otherwise noted:

January 15, 2026
March 19, 2026

May 21, 2026
July 16, 2026

September 17, 2026
November 19, 2026

DOWNTOWN DEVELOPMENT AUTHORITY Meets the fourth Thursday of each month at 8:30 a.m. at the Linden Community Center, 105 Mill Street Linden, MI 48451 unless otherwise noted:

January 22, 2026
February 26, 2026
March 26, 2026
April 23, 2026

May 28, 2026
June 25, 2026
July 23, 2026
August 27, 2026

September 24, 2026
October 22, 2026
*November 19, 2026
No December Meeting

SIGN COMMITTEE Meets on Thursday at 8:30 a.m. (as needed) at City Hall, 132 East Broad Street, Linden, MI 48451 unless otherwise noted.

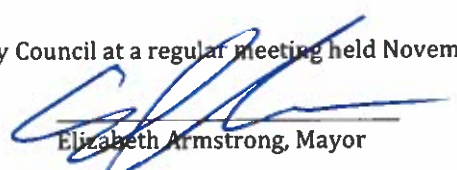
BOARD OF REVIEW Meets the fourth Thursday of each month at 8:30 a.m. at the Linden Community Center, 105 Mill Street Linden, MI 48451 unless otherwise noted:

March 3, 2026	Organizational meeting only 9:00 am
March 9, 2026	3:00 p.m. – 9:00 p.m.
March 10, 2026	9:00 a.m. – 3:00 p.m.
July 21, 2026	9:00 a.m.
December 8, 2026	9:00 a.m.

*Meeting dates adjusted due to holidays.

**MINUTES OF ALL MEETINGS ARE AVAILABLE FOR REVIEW UPON REQUEST MADE TO THE CITY CLERK
CHECK SUPPLEMENTAL POSTINGS TO CONFIRM MEETING TIMES AND DATES. AGENDA PACKETS ARE
POSTED ON THE CITY'S WEBSITE.**

RESOLUTION DECLARED ADOPTED by the Linden City Council at a regular meeting held November 10, 2025.


Elizabeth Armstrong, Mayor

Attest:

Kristyn Kanyak, City Clerk