

APPROVED 5/3/05
Parks and Recreation Advisory Board Minutes
April 5, 2005

Chair Hilliard called the meeting to order at 5:00 p.m.

Members Present: John Hilliard, Patricia Klein, Josh DeBruyn, Larry Haley, Gary Wager.

Members Absent: Garrylee McCormick (excused), Lance Ferraro (excused)

Staff Present: Frances Jewell

Procedural Matters: None

Introduction of Guests: Laura Cavanagh, Katie Ferner, Anna Mobley, Ali McDonald, Ryan Crane, Liz Perzanowski, Stephanie Johnson, Mareen Mitchell, LeAnn Wasserman, Mary Gavrilouch and Casey Weaver from WMU's Recreation program were introduced.

Changes to the Agenda: none

Special Presentations: None.

Approval of Minutes: The March 1, 2005 minutes were approved.

Old Business:

Bronson Park/Rose Street Trees

Chair Hilliard shared the letter sent to Forestry Supervisor Todd Pryor and the response from the City Manager. The result of the Board's communications regarding the tree removal is as follows:

- The Maple tree will be removed due to its existing condition
- Every effort will be made to preserve the Linden tree through a modification in the design that narrows and realigns Rose Street.

All letters of communication will be included in the minutes as an attachment.

By-Laws—Review and Changes

Chair Hilliard led the review and the recommended changes to the current By-Laws which were adopted by the City Commission in 1975. The Board made suggested revisions to Article I, II, and III (through Section 2 Quorum) of the By-Laws. A motion was made by Josh DeBruyn, seconded by Gary Wager and unanimously approved to table the remaining revision discussion until the May meeting. The draft revisions will be included in the May agenda packet.

New Business:

Kalamazoo Youth Development Network (KYDNetwork) Meeting

Chair Hilliard will be making a presentation on April 8, 2005 at the KYDN meeting. The meeting is at West Main Development Center from 10 – 12. Chair Hilliard invited all the Board members to attend. The purpose of the presentation is to gather information on funding youth programs, gain input on types of programming, and to keep advocating for Parks and Recreation.

City of Portage

Chair Hilliard reported and reminded the Board of the countywide parks and recreation advisory board workshop to be held Wednesday, April 13, 2005 from 7- 8 in Schrier Park. Board members Hilliard, Wager and staff member Jewell will be attending. All other Board members are encouraged to attend if their schedules allow.

Event Approvals:

The Board unanimously recommended that the City Manager approve the following special events.

- Kalamazoo Kings – Fireworks request Mayors' Riverfront Park (multiple dates)
- Alternatives of Kalamazoo, Life Walk, Bronson Park – June 18, 2005
- First Assembly of God, Dream Center Community Festival, Upjohn Park-July 28-30, 2005 (revised request)
- Park Place Centennial Committee, Juried Art Fair, South Westnedge Park – September 17, 2005 from 9:00 am – 5:00 pm

Comments:

Citizen-Non Agenda Items

Several Western students expressed difficulty with finding out about the PRAB meeting. It was suggested to inform WMU professors Linda Law and Lee Delisle of the meetings and find out if any recreation students would want to be on the PRAB Board. Chair Hilliard suggested that they contact the City Clerks Office and that the meetings are included on the City's web-site.

Board Members

Pat Klein informed the Board of Earth Day which will be taking place in Bronson Park April 23, from 10 am – 5 pm.

Chair Hilliard requested clarification on the scheduled improvements at Upjohn Park. Frances clarified that Phase I improvements are included in the DNR grant application which the Board supported at the March PRAB meeting.

Chair Hilliard inquired on the status of the Boundless Playground project. Frances shared that the fund raising efforts are close to their goal and that the project will be started May and completed in the fall.

Parks and Recreation Director—Monthly Report

Frances Jewell shared a copy of a memo informing the City Clerk of Parks and Recreation programs that are scheduled for the summer of 2005 in City Parks. Several grants have been accepted to fund Parks and Recreation programs: Gary Sister – golf programs, 21st Century – after school programs, John E. Fetzer – learn to swim program and Good Neighbor grant –interpretive signage at Spring Valley Park. Ms. Jewell reviewed a Woods Lake memo recommending removal of the playground structure and the posting of “No Swimming” signs. The City’s Risk Manager and the Certified Playground Safety Inspector made the report and recommendations. A copy of the memo was provided to Board members Klein, Hilliard, and Wager.

The May 3, 2005 meeting will take place in the Parks Maintenance Building, north of the soccer field in Mayors’ Riverfront Park.

Adjournment: The meeting was adjourned at 7:00 p.m.

Respectfully submitted,
Frances Jewell, Acting Recording Secretary