

**APPROVED**  
**Parks and Recreation Advisory Board Minutes**  
**July 5, 2005**

Chair Hilliard called the meeting to order at 5:00 pm in the Parks Maintenance Building in Mayors' Riverfront Park.

**Roll Call:**

**Members Present:** John Hilliard, Josh DeBruyn, Lance Ferraro, Larry Haley

**Members Absent:** Patricia Klein, Gary Wager, Garrylee McCormick

**City Commission Liaison:** absent

**Staff Present:** Mark Polega, Pat Vinge

**Procedural Matters:** None

**Introduction of Guests:** None

**Changes to the Agenda:** None

**Special Presentations:** None.

**Approval of Minutes:** The June 7, 2005 minutes were unanimously approved.

**Old Business:**

**Safe Summer**

The Safe Summer 2005 Kick-off event was held at Mayors' Riverfront Park with over 2,000 participants. [This event is designed for youth to provide an end of the school year celebration that also gives youth serving agencies the opportunity to let youth know about upcoming summer activities for youth.]

**By-Laws**

The By-Laws were unanimously approved by a simple majority. Once approved, similar motions will require a super majority. The approved By-Laws will be sent to the Clerk's Office.

**Friends of Recreation Golf Outing**

John as well as possibly some other PRAB members will be helping out at the Golf Outing scheduled for July 18.

**Dog Park Update (Fairmount Park)**

Mark Polega, Parks Manager, shared information about the meeting held with Fairmont Neighborhood Association on the proposed Dog Park in Fairmount Park. The Association supports the location and will be sending a letter of support to the Dog Park committee. Mark shared that the project will include a parking lot, fencing, restrooms, various doggie amenities, and green space in front of the fenced area that will be available for non-dog park users.

## **Friends of Milham Park**

Frances and Mark met with Friends of Milham Park and discussed the care and clean-up of the park. Mark noted that although Milham Park still has charm, it is a "tired" park in need of major care. The Friends group hopes to raise \$30,000 for a Master Plan for the Park and plans to team up with a radio station to promote a citizen Clean-up Day at Milham.

## **Board Member Application**

The Clerk's office has received one board application for PRAB and John has contacted the applicant, inviting her to a PRAB meeting. However, he has not heard back from her after the initial contact. Members brainstormed ways to attract youth for the 2 vacant youth positions. John will e-mail all the neighborhoods and promote the youth opening. Lance offered to speak at neighborhood meetings to get the word out about the vacant youth positions as well as the vacant adult positions. Larry suggested that in September a letter be sent to the area high school athletic directors, counselors, and civics class teachers telling them about the PRAB youth board vacancies.

## **New Business**

### **National Recreation and Park Month Proclamation/City Commission**

This will be presented to John Hilliard at the July 5 Commission meeting. Tim Gleeson will represent the Parks and Recreation Department at the meeting. [Copy of Proclamation included in minutes.]

### **Special Appropriations for Youth Activities/Summer Job Program for City Youth**

There was limited discussion on the funds that were secured from the Chamber of Commerce, City Commission operating budget, and eligible CBDG funds in the amount of \$31,460 to fund additional summer youth programming for the Eastside, Northside, and Edison Neighborhoods, the Boys and Girls Club, the YMCA, and Parks and Recreation. The funding was initiated by City Commissioner Don Cooney.

Mark also shared information on the Youth Summer Employment program, funded by a \$230,000 grant from the Kalamazoo Community Foundation with collaborating agencies including the City of Kalamazoo Public Services and Parks and Recreation Departments, Youth Opportunities Unlimited, and neighborhoods in the City. Mark observed that youth have many State imposed limitations on the kind of work they can do and this presents some challenges with this kind of program.

### **Waiving Fees for Events (sub-committee and draft proposal)**

There was discussion on the role of PRAB in recommending fee waiver for events. It was determined to set up a sub-committee to study this and report back to PRAB. Josh had already done some research on the Internet, looking at other communities and their fee policies. Josh, Lance and Larry offered to serve on the committee with Josh as chair. It was also emphasized that the Board desires to really make a difference in helping make decisions in the parks.

## **PRAB Survey**

John distributed a survey he had prepared, asking members to come up with at least 6 ways that Parks and Recreation costs can be cut or revenue increased by new/expanded programs in the 2006 fiscal year. To reach their decisions, he suggested that members use the current 5 Year Master Plan and 2005 budget figures

provided last year. John also distributed a list of non-designated and non-dedicated park properties and requested that members recommend the sale of at least 4 of these properties. These suggestions will be discussed and given to Frances at the August PRAB meeting.

### **Pesticide/Herbicide Board (2 members from PRAB)**

Josh volunteered to be one of the members on this Board and, in absentia, Garrylee was volunteered to make up the second member. This will be communicated to the Clerk's office.

### **Event Approval**

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

- 18<sup>th</sup> Annual CARES Walk, Bronson Park, October 2, 2005
- Kalamazoo Deacons' Conference, Round Ball Classic Tournament, LaCrone Park, July 26-30 (conflict with Mt. Zion Baptist Church event set up on July 30, unresolved at this time) ***[It was later determined that the Round Ball Classic will be an event in partnership with Parks and Recreation and does not require PRAB approval.]***

National Night Out will be held August 2, 6:00-8:00 pm at various locations; this will be an e-mail/phone poll, information is not yet available for this event.

### **Comments:**

#### **Citizen-Non Agenda Items**

None

#### **Commission Liaison**

None

### **Parks and Recreation Director—Monthly Report**

Mark Polega, Parks Manager, provided the following report.

- Employee Appreciation Day/City of Kalamazoo will be held in Bronson Park, August 4, 2-3:30.
- Parks and Recreation's Peace Jam youth group is sponsoring a Peace Jam Vigil in Bronson Park, August 17, from 5:00-11:00 pm.
- Two grants are on the July 5 Commission agenda for acceptance: Kalamazoo Community Foundation/John E. Fetzer Institute Fund, \$2,000 for a youth Team Building/Ropes Course at Pretty Lake Adventure Camp and \$25,000 from the Dorothy U. Dalton Foundation to support Phase I Redevelopment at Upjohn Park.
- A public meeting to discuss the LaCrone Park Master Plan will be held on July 20 at 7:00 p.m. in LaCrone Park (rain site, the Deacons' Conference).
- The new Parks and Recreation Advisory Board member list from the Clerk's office was distributed.

### **Staff Comments**

None

**Board Member Comments**

Lance noted that the next scheduled PRAB meeting, August 2, falls on election day and National Night Out. The meeting will be postponed until Wednesday, August 10 in the Parks and Recreation Community Room

**Adjournment:** The meeting was adjourned at 6:30 p.m.

Respectfully submitted,  
Pat Vinge, Recording Secretary

attachment