

**APPROVED**  
**Parks and Recreation Advisory Board Minutes**  
**July 1, 2008**

Chair Wager called the meeting to order at 5:08 pm at the Youth Development Center.

**Roll Call:**

**Members Present:** Lance Ferraro, Gary Wager, Garrylee McCormick, Michael Dombos, Zachary Greening, and Gina Antoniotti

**Members Absent:** Griffin Williams, Brian Fricke, and Larry Ross

**City Commission Liaison:** Barbara Miller, absent

**Friends of Recreation Liaison:** absent

**Staff Present:** Frances Jewell and Pat Vinge

**Introduction of Guests:** None

**Changes to the Agenda:** None

**Special Presentations:** None

**Approval of Minutes:** *The June 3, 2008 minutes were unanimously approved with 2 corrections.*

**Old Business:**

**Property Review Committee** was tabled until Michael Dombos arrived at 5:15.

At the June meeting, Gary Wager reported that he met with Jerome Kisscorni and was told the Property Review Committee is an administrative committee composed of a short list of department heads and that the Property Review Committee doesn't decide what properties are sold. The procedure is, for example, Frances Jewell, as one of the Department Directors, would receive a list of properties for review and finally, the City Attorney's office would review.

Michael's concern was that if the property being reviewed by the Committee were not directly related to Parks, that Frances would not be informed of it and potential green space might be lost. Further discussion ensued on the topic and it was decided to invite Jerome Kisscorni, Chair of the Property Review Committee to come to a PRAB meeting and be available for questions regarding PRAB's possible place on the committee. Garrylee also noted that in the past, PRAB received the lists of properties that had reverted back to the State. Frances said Parks and Recreation receives these lists and can scan them and send out to members if desired.

**Board Member Recruitment** – No action, however Frances shared that Board member applications are available on-line via the City's website, Clerk's Department. Zach Greening will be leaving the Board to attend Lake Superior State University in August.

**New Business:**

**Canine Waste Disposal Units for Neighborhood Parks**

Zach said that the Vine Neighborhood wants to purchase dispensers and bags for several parks in the Vine Neighborhood. The Neighborhood is willing to pay for and stock the bags. Frances shared concerns regarding the disposal of the waste since Parks staff is only able to empty the trash receptacles approximately every 10 days. This is due to capacity and budget constraints. She suggested that one park be tried and see how well it works. Members suggested that Dutton Park would be a good location. Frances asked that Vine discuss the specifics of the

dispenser purchase with Mark Polega, Parks Manager prior to purchasing the unit and said that Parks staff would install the unit.

### **Recognition of Volunteer Groups**

Gary Wager offered to prepare recognition certificates from PRAB that could be given to groups that have volunteered their time in the Parks, such as the River Cleanup group. Frances said that a number of years ago, the City Manager's Office had programs in place to honor volunteers. She will check with staff in the Manager's Office on the status of the City's program.

### **Parks and Recreation 5 Year Master Plan**

MC Smith, the Architectural firm which was chosen to assist with the Master Plan has set a tentative schedule which Frances handed out to members. MC Smith will first focus on putting together a site inventory which will include park amenities and aerial maps from the City's IT/GIS files. Specific master plans will also be developed for Farrell and Crane Parks during this process. Public input meetings are essential to the process and will be held this fall. Notification of the meetings will go out to all neighborhoods, the media, PRAB, and will also be on the City's website.

### **Event Recommendations for Approval:**

***The Board unanimously recommended that the City Manager approve the following events:***

- The River Church Service and Social Gathering, Bronson Park, Sunday, July 13, 2008, 9:00 am-12:30 pm
- The River Church, Vacation Bible School, Reed Park, Wednesdays, August 6, 13, 20, 27, 2008, 5:00-8:00 pm

### **Comments:**

**Citizens – Non Agenda Items:** Shelby and Richard Burton shared some concerns they had with the Parks and Recreation Mini-Camp program. Frances agreed to meet with them and also invite Denise Siegel, Recreation Manager, to discuss these concerns.

**Commission Liaison:** None

**Friends of Recreation Liaison:** On behalf of David Carrigan, Friends Liaison to PRAB, Garrylee shared that there was no quorum and the group discussed the upcoming Golf Outing.

### **Parks and Recreation Managing Director – Monthly Report :**

- Frances shared the Upjohn Park Redevelopment Project is nearing completion. The park also will be the home of the City's first outdoor Skateboard Park.
- A plan to replace playground equipment in Frays Park is nearly complete. Staff will meet with Frays Park neighbors to share the plan.
- A sanitary sewer connection is being installed in Bronson Park to handle the fountains' discharge which can contain chemicals used in maintenance of the fountains.
- The bridge in Spring Valley Park has been removed and design of the new bridge is 85% complete. The new bridge will be designed to accommodate passage of canoes and a separate fishing dock is planned, contingent upon construction costs.
- Resurfacing the road through Spring Valley Park will be completed this fall.
- Estimated costs for the new restroom facility at Mayors' Riverfront Park came in over budget and the project is on hold until 2009. The project is being funded through the MRP Endowment.
- Work will begin this fall to stabilize the creek banks through Milham Park. The parking lot off Kilgore will serve as a staging ground for equipment so the larger shelter will not be rented after Labor Day. The work is being funded through a Clean Michigan Initiative grant.

- A grant request for \$250,000 has been made to the Kalamazoo Community Foundation for the Woods Lake/LaCrone Parks Redevelopment Project. Staff is working on the grant request to the Gilmore Foundation.
- Frances reported that the Friends of Recreation Golf Outing will be held July 18 and golfers are still welcome to register for the event.
- Sales continue for the Fairmount Dog Park bricks.

**Staff:** None

**Board Members:**

Commenting on the Upjohn Park Redevelopment Project, Michael Dombos said that there needs to be a better balance between open green space and recreational structures in the parks.

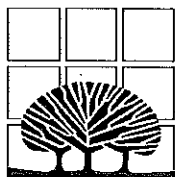
Gary Wager shared information about the Portage Creek Corridor and the potential of the Allied Paper site being used as green space. Michael Dombos asked if PRAB should support this as designated parkland. Gary responded that he thought it would be better to let the planning process take its course and that there would be a final report from the consultant in October. He suggested that people go as individuals to the upcoming public meetings to make their comments known. Discussion ensued and Michael moved that "If the Allied Paper site is to be developed that PRAB recommend that it become public green space." The motion failed to pass with a 3-3 vote.

Gary also shared his concern that the large acreage in the Arcadia Neighborhood, owned by the Western Michigan University Foundation, may be sold and that green space would be lost.

**Adjournment:** The meeting was adjourned at 6:45 pm.

Respectfully submitted,  
Pat Vinge, Recording Secretary

attachments:  
Draft Planning Schedule 5 Year Parks and Recreation Master Plan

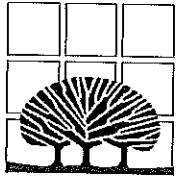


**M.C. SMITH  
ASSOCIATES AND  
ARCHITECTURAL GROUP**

Landscape Architecture  
Park & Recreation Planning  
Architecture • Urban Design  
Sports Facility Planning

**DRAFT PLANNING SCHEDULE  
CITY OF KALAMAZOO  
FIVE-YEAR PARKS AND RECREATION PLAN**

<b>START-UP MEETING:</b>	Monday June 23, 2008 @ 1:15 p.m.
Background Information Required from City Project Schedule and Meetings Plan Content Review Current Recreation Facilities Inventory and Map Discuss Community Survey	
<b>SITE INVENTORY:</b>	June/July 2008
Site review and ADA analysis	
<b>CRANE AND FARRELL PARKS SITE INVENTORY:</b>	June/July 2008
Site inventory and analysis	
<b>PARK MAPPING:</b>	June/July 2008
Create park information maps of each site using aerial photography	
<b>PROGRESS MEETING:</b>	Monday August 4, 2008 @ 1:15 p.m.
Administrative Structure; Recreation Inventory; Community Survey; Recreation Needs and Deficiencies; Park Information Maps	
<b>CRANE PARK PUBLIC INPUT MEETING</b>	September 2008
<b>FARRELL PARK PUBLIC INPUT MEETING</b>	September 2008
<b>RECREATION PLAN 1<sup>st</sup> PUBLIC INPUT MEETING:</b>	September 2008
<b>PROGRESS MEETING:</b>	October 2008
Community Survey Results; Goals and Objectives; Action Program; Capital Improvement Schedule; Crane and Farrell Park Concept Plans	



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**2<sup>nd</sup> PUBLIC INPUT MEETING:**

October 2008

**PROGRESS MEETING:**

October/November 2008

Finalize Action Program; Capital  
Improvement Schedule; Review of Draft Plan

**PUBLIC REVIEW:**

November 2008

Draft of Final Plan available for 30 day Public Review  
as required by the DNR

**PUBLIC HEARING:**

December 2008

Public Hearing & Adoption of Plan by  
City Commission

**PLAN COMPLETION AND DNR SUBMITTAL:**

December 2008