

APPROVED
Parks and Recreation Advisory Board Minutes
November 7, 2006

Chair John Hilliard called the meeting to order at 5:00 pm in the Parks and Recreation Community Room in Mayors' Riverfront Park.

Roll Call:

Members Present: Gary Wager, Patricia Klein, John Hilliard, Michael Dombos, and Brian Fricke

Members Absent: Griffin Williams, Zachary Greening, Lance Ferraro, and Gina Antoniotti (all excused)

City Commission Liaison: Barbara Miller

Friends of Recreation Liaison: Absent

Staff Present: Frances Jewell and Pat Vinge

Procedural Matters: Presentation by Jeff Chamberlain moved to Special Presentations.

Introduction of Guests: George Norberg, President, Westnedge Hill Neighborhood Association and Jeff Chamberlain, Director, Community Planning and Development

Changes to the Agenda: Addition of Eastern Hills Golf course to New Business

Special Presentations: Jeff Chamberlain, Director, Community Planning and Development discussed the City's process for new development projects. This was requested after PRAB members had questions regarding the Crane Park condominium project approval process. Jeff indicated that this specific project is on hold as far as the City is concerned in that the developer has not come back with any alternative plan.

Jeff shared that there are four typical requests from developers: 1) *Permitted uses* which only require administrative approval; 2) *Zoning change requests* which require both Planning Commission and City Commission approval; 3) *Special use requests* which may be allowed within a particular zone but require special review. The Planning Commission will hold a public hearing for this. Example given was The Ark requesting a transitional home in a residential area; and 4) The developer wishes to do something *outside the zoning ordinance*. This requires that the Zoning Board of Appeals hold a public meeting and determine if a variance will be granted. There are two typical variances: a use variance (use not permitted in that zone) or a dimensional variance (as was requested at Crane Park).

City projects must go through the same process as private developments. This process has been in place since 2000 with 40-60 site plans approved each year. Single family and duplexes do not go through this process but are subject to building inspection prior to occupancy.

PRAB members raised questions related to environmental concerns. Jeff said that Community Planning and Development is responsible for monitoring compliance with soil erosion regulations; Engineering is responsible for compliance with storm water regulations; and some developments are sent on to the DEQ if there is an issue with wetland impact.

Approval of Minutes: *The October 3, 2006 minutes were unanimously approved.*

Old Business:

Dog Park Update

Frances shared that the second public meeting was held with positive support from attendees. The dog park committee has requested some changes to the draft plan submitted by the consultant. After the holidays another public meeting will be held to discuss these changes.

Crane Park Update

Nothing new to report.

Southside Park Public Meeting

A public meeting will be held at 5:30, November 8 at the Edison Neighborhood Association to discuss the \$75,000 park upgrade project. The Upjohn Park playground equipment which was removed when the Boundless Playground was constructed will be moved to Southside Park. The equipment is in good condition.

Status of 2007 Budget and 5-Year Plan

The Parks and Recreation FY2007 budget has been submitted to the Budget team. The City Manager is conducting budget presentations to neighborhoods.

New Business:

2006 Annual Report

A draft report is being prepared and will be presented to the Board. The Board chose to make the following date changes for 2007 Board meetings: July 3, 2007 to July 10, 2007 and August 7, 2007 to August 8, 2007 due to National Night Out.

Board Member Expirations/Reappointments

Michael Dombos and Pat Klein are eligible for reappointment. This will be decided at the December meeting.

Eastern Hills Golf Course

No new information except Gazette article regarding possible sale of Elks Prairie Golf Club and offer to purchase Eastern Hills.

Event Recommendations

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

- Mental Health Awareness Festival, Power Branch, Inc./InterAct of Michigan, Inc., Bronson Park, May 5, 2007, 10:00 am-5:00 pm

- Specialized Language Development (SLD) Learning Center, Spring Valley Park, May 12, 2007 from 8:00 am-noon

Comments:

Citizens – Non Agenda Items: None

Commission Liaison Comments: None

Friends of Recreation Liaison:

Gary Wager shared that the Friends of Recreation is working on a year-end fund raising event at Michael Schlack's home on December 3 from 4:30-6:00 with a \$25 donation requested. The dessert, coffee and wine social will be held after the WMU School of Music free Holiday Concert at Miller Auditorium.

Parks and Recreation Director – Monthly Report

Frances shared that the City and MDOT have received 9 acres of railroad right of way to extend the trailway from the downtown to the Kal Haven Trail. Frances also notified the Board that while work is being done on traffic signals at Howard and Oakland Drive, some of the work vehicles will be parked in the Woods Lake upper parking lot.

Staff Comments: None

Board Member Comments:

Pat Klein submitted her letter of resignation from PRAB. She indicated that she perceived there was a conflict of interest between her being on PRAB and issues related to the Parkdale Plat parklands. Chair Hilliard thanked Pat for her support and work on PRAB.

Michael Dombos commented that while viewing the City of Kalamazoo website, he noticed the Parks and Recreation website needs updating. Frances shared that staff is currently working on this.

Adjournment: The meeting was adjourned at 6:15 pm.

Respectfully submitted,
Pat Vinge, Recording Secretary