

**APPROVED**  
**Parks and Recreation Advisory Board Minutes**  
**September 4, 2007**

Chair Wager 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, Lance Ferraro, Gina Antoniotti, and Griffin Williams

**Members Absent:** Michael Dombos, Zachary Greening, and Brian Fricke

**City Commission Liaison:** Barbara Miller

**Friends of Recreation Liaison:** David Carrigan

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

**Introduction of Guests:** None

**Changes to the Agenda:** Knights of Columbus event was added to Special Events.

**Special Presentations:**

**Parks and Recreation staff presentation to provide PRAB with a better understanding of what Parks and Recreation staff do in the community.**

Pat Roush, Market Master gave an overview of the Kalamazoo Farmers Market. Pat shared that the Market is celebrating it's 60<sup>th</sup> Anniversary at the Bank Street location this year. Barb Miller offered to have a City Commission Proclamation prepared in honor of this event that would be presented at an October City Commission meeting.

**Approval of Minutes:** *The July 10 and August 8, 2007 minutes were unanimously approved.*

**Old Business:**

**Henderson Park Signage,** the individuals concerned with this park signage were not at the meeting. The item will be removed from the agenda until they contact PRAB.

**Parks User Survey** – Frances said that several years ago, Parks and Recreation contracted with Leisure Vision to do a Parks and Recreation survey of the community (2400 questionnaires were sent out and 615 were returned) in conjunction with the 2000 Parks and Recreation Strategic Plan. The cost was approximately \$20,000 to put the survey together and evaluate the results. Gina suggested that Western Michigan University's Marketing Department might be willing to do this as a class project. Frances asked Board members to look at the 5 Year Parks and Recreation Master Plan and see what kind of information they would like to obtain from a survey. *[The 5 Year document contains input from public participation workshops in Appendix D.]* The updated 5 Year Parks and Recreation Master Plan will be prepared in 2008 and if PRAB wants another survey to be done and funds were found for this, it could be incorporated into that document. David Carrigan commented on how valuable 5 Year Master Plan documents are when applying for any State or federal grants.

Lance inquired on the land sales of park property that had been determined could be sold. Frances said the Department is not actively seeking buyers and would find out how to get

the surplus property on the Community Planning and Development portion of the City's website.

**United Way Volunteer Listing / Gazette** – Frances reported that the PRAB Board applicant information was now listed in the United Way Volunteer website and booklet as well as having appeared in the volunteer section of the Kalamazoo Gazette.

**3-Parks Fund Raising Committee** – Frances shared that Master Plans have been approved by the City Commission for LaCrone, Fairmount, and Woods Lake Beach Parks. Citizen committees from these parks are working together to develop a fund raising package for all 3 parks. The total funds sought are approximately \$1.85 million for all 3 parks which includes a \$50,000 endowment for each park to ensure ongoing maintenance of the parks.

**New Business:**

**Friends of Recreation – Park Book Project** – Friends of Recreation is considering publishing a photo history of the City's parks. John Urschel in Records Management has researched and put together this history. Frances made available to PRAB draft copies of the book as well as a CD of the book. If the project goes ahead, Friends is asking whether PRAB would commit to helping market and sell the book. No vote was taken, but members present expressed interest in the project.

**Recommendations for Approval:**

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

- “Art in the Park“ -- Eagle Take Flight” Promotions, Milham Park, June 28, 2008 from 5 am (set-up) to 6:00 pm tear down
- Gazelle Sports, 3<sup>rd</sup> Coast Metro Trek Adventure Race, Mayors' Riverfront Park, Saturday, September 29, 2007, 8:00 am-6:00 pm [set-up 6 am; tear-down to 8:30 pm]
- The River Church Service and Social Gathering, Milham Park, Sunday, September 9, 2007, 9:00 am-1:00 pm
- Islamic Relief, “Humanitarian Day for the Homeless” Martin Luther King, Jr. Park, Saturday, September 29, 2007, all day, [event noon- 4:00 pm] ***[approved by all 3 members present at August 8 meeting; e-mail poll, August 9-13, 2007 approved by 3 Board respondents]***
- Knights of Columbus Fourth Degree, National Day of Prayer for Peace, Rose Park Veteran's Memorial, Tuesday, September 11, 2007 6:30 pm-7:30 pm

**Comments:**

**Citizens – Non Agenda Items:** None

**Commission Liaison Comments:** None

**Friends of Recreation Liaison:** David Carrigan expressed appreciation to PRAB for their verbal support of the photo history book project and noted the good press that Friends of Recreation received in the Kalamazoo Gazette.

**Parks and Recreation Director – Monthly Report**

Frances said that the construction bids for the Upjohn Park Renovation Project will be opened on September 27. A \$78,000 Southside Park construction contract was awarded to Cross Lake Construction and work will begin soon. Upgrades to VerSluis/Dickinson and Mayors' Riverfront Park playground surfaces will also soon commence. Demolition of the

Spring Valley Bridge is out to bid and will be completed this fall. [Staff are working on bid documents for the new bridge that will be installed next year.] The Knollwood Apartments /AVB Construction storm water project that was presented to PRAB at their July meeting will not require the Knollwood Park property for wetlands retention ponds as originally proposed. However, AVB is interested in making a smaller donation to the park of perhaps \$15,000 (instead of the \$50,000 that would have been paid for use of the park property for the retention ponds).

**Staff Comments:** None

**Board Member Comments:** Gary Wager commended Griffin Williams for his 7 first place awards in the US Canoe Association Nationals!

**Adjournment:** The meeting was adjourned at 6:10 pm.

Respectfully submitted,  
Pat Vinge, Recording Secretary