

Minutes
Regular Meeting of the Park & Recreation Commission
Council Chambers, City Hall
February 28, 2011

The meeting was called to order at 6:02 p.m. by Chairperson Ladd.

Roll call was taken by Recording Secretary, Marty Stinson.

Members Present: Commissioners Terri Brown, Sherri Chavora, Jerry Hebekeuser, Carolyn Lawrence, Chairperson Marsha Ladd.

Members Absent: None.

Others Present: Adam Zettel, Assistant City Manager and Director of Community Development; Tracey and Jeff Peltier, 723 Grand Avenue; Councilmember Gary Martenis; Bob Flynn.

Approve Agenda for February 28, 2011:

A motion to approve the agenda as presented was made by Commissioner Chavora, and supported by Commissioner Brown.

Ayes: all, motion carried

Approve Minutes from January 24, 2011 meeting:

A motion to approve the minutes was made by Commissioner Brown, and supported by Commissioner Chavora.

Ayes: all, motion carried

Public Comments:

Gary Martenis, city councilmember, stated there was a very productive swimming pool meeting on February 10. There was a nice presentation of the history of the pool. The next meeting will be on Thursday, March 10 at 7 p.m. in the conference room at city hall. All are invited to attend.

Communications:

1. Staff memorandum
2. January 24, 2011 minutes
3. Park donations - balance
4. Playscape designs (forthcoming)
5. Greenhouse proposal

Business:

1) Playscape Designs

Director of Community Development and Assistant City Manager, Adam Zettel, introduced Dave Tooley from Miracle of Michigan & Indiana. He handed out binders to the commissioners containing suggested playscape equipment based on the Bentley Park wish list. He worked out two options and reviewed the packet contents with the commission. The first option was the largest structure, the *Mega Tower*, which was also the most expensive portion. The second option was the *Train Theme* which

included play items that looked like a train. It also included swings, benches, tables, and trash receptacles. Other options that could be added two or three years later were additional free standing equipment, and possibly a *Rock and Rope* which is a nature play piece. Each phase is approximately \$30,000 – 40,000 which includes surfacing and community build. The full size is approximately 120' x 60'.

Mr. Zettel stated some preliminary items we need are:

- (1) A reaffirmation from the council that this project is still in the plans.
- (2) How much our allocation is this year.
- (3) A site plan meeting with the company, City Engineer Ron Baker, a couple commissioners, and myself; or another Parks and Recreation meeting.

Chairperson Ladd asked if she could show the designs around at school and received a positive response.

2) Greenhouse proposal

Jeff Peltier, 723 Grand Avenue, stated they were also going to offer spaces for nurseries. He offered pictures of other parks so the commissioners could see the projected results.

Chairperson Ladd asked if they are planning on forming a group. Mr. Peltier said yes. Baker College has offered to assist, though it is not under their management. *Garden Guides* is the name of the group already formed, and it is open to any new members.

Commissioner Chavora asked about the goose feces. Mrs. Tracey Peltier stated the food will be in raised beds.

Mr. Zettel asked what the process would be of who gets a bed. Mrs. Peltier answered they can rent by paying \$20 per year or working 20 hours. Some beds will be reserved for community food banks. The greenhouse will be open to the community.

Mr. Zettel asked if they were connecting with a non-profit. Mr. Peltier answered minor sums; not yet.

Commissioner Lawrence asked if they have plans to control animals. Mr. Peltier answer they can plant things that repel rabbits. Commissioner Lawrence said deer are around there also. The educational part, what would that be?

Mr. Peltier responded that Baker College would be involved along with the schools. There would be open classes about organic gardening.

Commissioner Brown really likes the idea, but is concerned about the dog park not being finished. Mrs. Peltier replied that the fence was installed in November. They have several other pieces of equipment to be installed in the spring, and future events planned to raise more funds.

Commissioner Brown questioned the appearance in the fall. Mrs. Peltier said the contract with the gardeners has provisions for those situations.

Mr. Zettel commented that some remaining issues are legal arrangements such as bonding, water connections, and insurance. He asked if the Parks and Recreation Commission was okay with the position of the garden. Chairperson Ladd responded that they have reluctance about the location.

Commissioner Lawrence commented that she has a vacant lot next to her house which is also next to the Wesleyan Church. Another area would be near the Grand Avenue Ball Park.

It was suggested a trial garden occur elsewhere than Collamer Park. Topic was tabled to the next meeting. No vote was taken.

Public Comments:

Mr. Bob Flynn stated that about five years ago, Phil Hathaway, John Archer, and he cut back the trails. He talked to Mr. Fivas (former city manager) and he told him to go ahead and work on the trails, but the city had no money for him. Mr. Flynn was retired and had the time. He talked to Ron Baker and they had crushed limestone for the trail. He would like more limestone and to build a kiosk to designate the trail. There are two big trees that need cutting. There is an area with no trespassing signs. Mr. Flynn continued that a cell phone tower was built on a certain area that has a land lease and they cut off part of a loop on the trail.

Commissioner Hebekeuser asked if Mr. Flynn would come back to the next meeting and be the first item on the agenda.

Mr. Zettel thinks the staff can handle these issues.

Adjournment:

A motion to adjourn the meeting was made by Commissioner Hebekeuser and was supported by Commissioner Lawrence. The meeting adjourned at 7:01 p.m.

Ayes: all, motion carried

Ms. Marty Stinson
Recording Secretary

Minutes
Special Meeting of the Park & Recreation Commission
Council Chambers, City Hall
March 8, 2011

The meeting was called to order at 6:03 p.m. by Chairperson Ladd.

Roll call was taken by Recording Secretary, Marty Stinson.

Members Present: Commissioners Terri Brown, Sherri Chavora, Jerry Hebekeuser, Chairperson Marsha Ladd.

Members Absent: Commissioner Carolyn Lawrence.

Others Present: Adam Zettel, Assistant City Manager and Director of Community Development; City Manager Don Crawford; Tracey Peltier; and Aubrey Grant, Garden Guide.

Approve Agenda for March 8, 2011:

A motion to approve the agenda as presented with the addition of Business Item # 7, Discussion of bylaws and officers terms, was made by Commissioner Hebekeuser and supported by Commissioner Brown.

Ayes: all, motion carried

Public Comments: none

Board Comments: There will be a pool meeting on Thursday, March 10 at 7:00 p.m.

Communications: none

Business:

1) Bentley Park – Playscape (Phase 1)

Chairperson Ladd stated that she liked Phase I, and asked for only one change – a curly tube instead of one of the slides. She liked Phase II; and especially liked the rock creation at Phase III. She mentioned that with the installation of the playscape, the bathrooms at the park really need to be repaired.

Adam Zettel, Assistant City Manager and Director of Community Development, commented that the city is looking for vandal-resistant bathrooms and grants – there are possibilities that he is working on.

Don Crawford, City Manager, stated a purchase order was ready for new bathroom doors, but the board stopped that because they wanted to look into the door purchase.

Commissioner Hebekeuser said they are looking for volunteer plumbers and other help. Discussion followed about what was still needed at the bathrooms.

Mr. Crawford questioned if the bathrooms were power washed, had new doors, new light bulbs, was there anything else?

Commissioner Chavora reviewed a list including tennis court lighting; the fence on the north side repaired; gates; gazebo roofing; exterior sides painted; brickwork on the gazebo; capping; light fixtures; horseshoe pits; grills; and the play apparatus. Mr. Zettel stated that Mark Sedlak, Director of Public Works plans on doing these items soon.

Commissioner Chavora also noted that the cement floor is heaving in the pavilion and wondered if there was any way to correct that. Mr. Crawford said he would see what can be done.

Commissioner Chavora stated that her children liked Phase I and Phase III – the rocks. She preferred the beige, brown and green color scheme. She would like to see an individual, itemized price list to be able to show to various groups in town.

Commissioner Hebekeuser agreed and liked the color scheme of beiges and green. Commissioner Brown agreed.

Motion by Chavora to recommend to City Council to accept Option I with the curly slide with the project not to exceed \$40,000.

Commissioner Brown would like to see the board more prepared for when this hits the news media. Mr. Zettel suggested that two weeks difference [at the next Parks and Recreation meeting] should give us the extra time to get an accurate rendering.

Motion died from lack of support.

2) Collamer Park – Community Garden decision

Tracey Peltier, 723 Grand Avenue, stated the Dog Park grand opening would be on April 16 at 2 p.m., weather permitting. The extra pieces will be installed by then. Sponsorships are still available.

Mrs. Peltier introduced Aubrey Grant, one of the Garden Guides. Mrs. Peltier submitted a new map with a change of location for the Community Garden – moved more from the geese's usual area – it is north along Hopkins Lake. They want to keep the garden near a high traffic area to help prevent vandalism.

Commissioner Chavora asked about the plans for watering. Mrs. Peltier commented that they hadn't investigated that yet because we haven't gotten approval yet.

Commissioner Chavora likes the idea. A lot of communities use their gardens for other activities and community events. Ms. Grant explained that Lansing uses their gardens for bike tours. Chairperson Ladd likes the garden idea too.

Motion by Commissioner Hebekeuser to approve the new location of the Community Gardens in Collamer Park.

Commissioner Brown asked if the Council would further investigate the watering issue, etc. Mr. Zettel replied yes. **Commissioner Brown supported the motion.**

Yeas all. Motion carried.

3) Collamer Park - Trail

Mr. Flynn will be working on grooming the trails at Collamer Park.

4) Rudy Demuth – Restroom/concession fact gathering

Commissioner Hebekeuser remarked that Jeff Peltier e-mailed a sketch to him which he will forward to the board. They had to move the location because of the floodplain. They are now waiting for permission from the state. The project will probably begin in August after the season ends in July.

5) Fundraising and

6) 2011 Fundraising Expense needs & calendar

a. Spaghetti dinner

Commissioner Chavora stated the Spaghetti Dinner event is set for Saturday, April 16 at 5 – 7 p.m. at the VFW Hall. She has a flyer ready to go out. Suggested prices are \$8 for adults; \$6 for students five years and up; and free for children four and under. She wants photos of the project to put around the room. Maybe also do something with the Easter theme and have trinkets to hand out to the children.

Commissioner Brown commented that the trinkets will come off the bottom line, and asked if it was necessary and where would the funds come from. Commissioner Chavora responded that most of the items are free – the hall, the food. Ms. Chavora asked if a license was needed for the 50/50 drawing. Ms. Brown will check on the legality.

Commissioner Hebekeuser said that in his previous experience some people gave more by donation only rather than charging a certain amount.

Commissioner Brown suggested that \$5 be changed for the children five years and up. The Commission agreed.

Commissioner Chavora stated she wants the Commission to sell the first 100 tickets – that would be 20 tickets per board member to sell. Then give away the next 100 tickets with the idea that they will donate for their dinner. She wants to contact the Honor Society at the high school or the Kiwanis Key Club to help serve. The Commission then reviewed a press release that Commissioner Chavora prepared for the dinner. She also has it posted on the Chamber Calendar.

At the CleanUp GreenUp event, Ms. Chavora suggested that the Commissioners could paint at the Bentley Park. They need to work out the details with the city's public works department. The event is being held on April 30 this year.

Ms. Chavora continued with comments regarding the Curwood Festival. She could get a tent for the parks group and have a poster of the playscape along with some pamphlets and park information. She is looking for a little kids slide to “fill the slide” with donations. The festival is waiving the \$30 fee for the booth and also waiving the 20% share for this first year. They would be located in the Armory parking lot with the kids' events.

Ms. Chavora noted that the Ponderosa Restaurant will do a night or two fundraising event and give 20% to the Parks and Recreation Commission. This would be done on a Monday and Tuesday. Bob Evans Restaurant can do the same, but they have met their contributions until June.

b. Bricks

Commissioner Chavora found a group from Florida that can laser the bricks which could surround the playscape. They would have to get the bricks to Florida and she has a trucking possibility. She thought they could get some bricks from the local streets, but were not able to locate very many. She would like to find a company in Michigan. Commissioner Hebekeuser stated that Hansen's [Michigan Division of US Brick] in Corunna has been good in the past about donating bricks. Commissioner Brown asked how many bricks are we asking for when she calls Hansen's. A pallet?

Commissioner Chavora stated she wants something for kids to do in the summertime, especially the junior and high school kids helping the younger ones. She wants to get kids in the parks, too

Commissioner Chavora then suggested a garden tea party by the Castle – a fairy tea party for little girls. The cheerleaders could help with this.

c. Fishing contest

Maybe on the same day when the girls are having a tea party, Commissioner Chavora proposes the boys (and girls) could participate in a fishing contest similar to what was done a couple years ago. There are a couple people doing a similar event at the Curwood Festival and she would like to see how they do it. Commissioner Hebekeuser said there is a Bass Anglers Club that might help out also.

Ms. Chavora continued with an idea about a pumpkin roll at Holman Park Hill that Councilmember Martenis mentioned.

Commissioner Hebekeuser stated that these events raise awareness, not so much funds. Ms. Chavora agreed; she wants the kids to be involved. The last event would be the Scarecrows in the Park.

Chairperson Ladd would like to see some response in the news media on some of these events before we commit to a long list of events.

7. Discussion of Bylaws and Officers Terms

Chairperson Ladd stated that officers' terms are two year terms and that she was elected in March of 2009. That would mean that the next meeting would be her last as Chairperson. Per Mr. Zettel, it actually lasts until November, 2011 at that regular meeting.

Chairperson Ladd wants to pass the hat to someone else to be chair. When Council has questions they come to her, etc.

Adjournment:

A motion to adjourn the meeting was made by Commissioner Chavora and was supported by Commissioner Hebekeuser. The meeting adjourned at 7:46 p.m.

Ayes: all, motion carried

Ms. Marty Stinson
Recording Secretary