

City of Plainwell



“The Island City”

Rick Brooks, Mayor
Todd Overhuel, Mayor Pro-Tem
Lori Steele, Council Member
Brad Keeler, Council Member
Roger Keeney, Council Member

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Plainwell, Michigan 49080
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Web Address:
www.plainwell.org

AGENDA Parks & Trees Commission Thursday, December 15, 2016 5:00pm

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes/Summary Regular Meeting 11/17/16**
4. **Parks:**
 - Sherwood**
 - A: Park Maintenance Report - Marsha Keeler
 - Pell**
 - A: Park Maintenance Report - Bunny LaDuke
 - Hicks**
 - A: Park Maintenance Report - Todd Overhuel
 - Cook**
 - A: Park Maintenance Report - Justin Burchett
 - Kenyon**
 - A: Park Maintenance Report – Matthew Bradley
 - Darrow**
 - A: Park Maintenance Report - Sandy Lamorandier
 - Riverwalk Park \ Band Shell \ CBD**
 - A: Park Maintenance Report - Marcus Taylor
5. **New Business**
6. **Open Business**
 - A. Dog Park update
 - B. New Commissioner Information Packets
 - C. Park Reservation Rules, Signage, Permit Posting Site
 - D. Pickle Ball Courts in Cook Park (tabled until Spring)
 - E. Plainwell Auto landscape update
 - F. Bike Rack locations; Downtown, Pell Park, and/or Plainwell Auto
7. **Public Comments**
8. **Staff Comments**
9. **Chairman’s Report**

The City of Plainwell is an equal opportunity employer

- 10. Commissioners' Comments**
- 11. Next Meeting:** Thursday, January 14, 2017.
- 12. Adjournment**

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
November 17, 2016**

1. Marcus Taylor called the meeting to order at 5:00 PM.
2. Roll Call: Present: Marcus Taylor, Matthew Bradley, Marsha Keeler, Sandy Lamorandier. Absent: Todd Overhuel, Bunny LaDuke, Justin Burchett. Also attending: City Manager Erik Wilson.
3. Approval of Minutes:
In discussion, it was noted that in the Summary, under Commissioners, the projects for Marcus and Justin are reversed and each needs to be changed to the other commissioner.

Sandy Lamorandier moved to accept and place on file the minutes and summary of the regular monthly meeting of October 13, 2016 as corrected. Marsha Keeler supported the motion. On voice vote, motion carried unanimously.

4. Parks:
Sherwood

A: Park Maintenance Report - Marsha Keeler

Marsha reported that a piece is broken out of the tire swing and it is dangling by two chains; it needs to be removed before someone is hurt. The DPW will do that tomorrow. The basketball net on the south court needs to be replaced.

Pell

A: Park Maintenance Report - Bunny LaDuke

Bunny was not present but Sandy displayed a plaque that Modern Woodsman asked to have installed on the half-circle bed for which they donated the shrubs, honoring their participation in the national Plant-A-Tree program. Commissioners noted that all donation signs for the city have a standard format and that sign does not conform, and consensus was that, for the sake of uniformity, their plaque's language be engraved on a plaque conforming to the city standard and installed in the bed. Sandy will let Modern Woodsman know and will return their sign.

Erik noted that the city is striving for uniform city standards. In the parks, there is a potpourri of benches, posts, trash bins, etc. It is especially important to the appearance of the parks downtown to have the same equipment and be uniform with the downtown. The outlying parks could have standards differing from the downtown but should be standardized within each park.

Hicks

A: Park Maintenance Report - Todd Overhuel

Todd was not present. Marcus asked about the washout; it was fixed.

Cook

A: Park Maintenance Report - Justin Burchett

Erik reported that, after the pickle ball court improvements are completed, he would like to see something done with the rest of the courts area. To fill the cracks and pave with asphalt, it would cost \$30,000 just for the material.

Matthew and his dog visited Cook to get a feel for the future dog park; they love the park.

Kenyon

A: Park Maintenance Report – Matthew Bradley

Matthew reported that the tables repaired by the Rotary Club would benefit from a coat of paint to standardize their appearance. The pavilion also needs painting and a deck-over on the roof. The announcements' box has a 2014 schedule posted. The fence by the dugout is bad and the infield needs to be raked level to avoid deep puddles. Erik noted that the softball group installed the

announcement board and keeps it up; they also maintain the infield. When we replace the fence in front of the dugouts, it needs to be higher to protect players as they stand up, at least 6'.

The softball organizer paid \$1800 to the city this year. Erik asked for feedback on the potential of developing the park for tournaments for traveling baseball teams. He has not done cost estimates for the upgrade needed and the payback potential. We have room to develop an additional field there. It would be a lot of work and a large up-front investment in fields, parking, lights, etc. It would be a good reflection on the city and would generate additional revenue for our businesses. The city owns eight undeveloped acres north of the water tower.

Darrow

A: Park Maintenance Report - Sandy Lamorandier
Sandy reported that everything at the park is okay.

Riverwalk Park \ Band Shell \ CBD

A: Park Maintenance Report - Marcus Taylor
Marcus reported that these areas had everything put away because of the end of the season.

5. Other Business

A. New Commissioner Information Packets

Marcus distributed the first draft of the New Commissioner Information Packets. He asked that commissioners email him with corrections and/or suggestions. Erik suggested including a photo from each park. Sandy asked Sheryl to provide the Annual Report for inclusion.

6. Open Business

A. Dog Park Update

Matthew took photographs of the area, which he will use to draft concept pictures of the dog park. He visited Allegan's dog park and like the common area between the large and small dog areas. Marcus updated commissioners on Patronicity and their part in the funding efforts and on the committee's projected time line. Sandy will look into the potential for establishing a 501C to collect donations. The committee is recommending that the fencing be black vinyl-coated chain link to minimize the visual impact. They plan to initiate funding momentum starting in January.

Sandy reported that the veterans used Belder Bricks on Leonard Street in Grand Rapids for the personalized bricks. The veterans noted that you need a good foundation for the bricks; they recommend using bricks with lugs, and laying them on a concrete slab covered with sand. Dick Lubic is the current contact person for any problems at the memorial.

B. Park Reservation Rules, Signage, Permit Posting Site
Tabled.

C. Pickle Ball courts in Cook Park
Tabled until spring.

D. Plainwell Auto tree removal

Commissioners updated Erik on their concept for improving the area along the north side of Plainwell Auto, including a car-themed bike rack. Matthew displayed pictures from Jerry Berta, the artist who volunteered to paint a mural on the Plainwell Auto Building if permission can be obtained. He is proposing a 'classic cars' theme. Erik suggested approaching the DDA and Arts Council for funding to help with the upgrade at this site. Sheryl suggested making Denise the contact person for this project, as she is the city employee who deals with business owners.

E. Bike Rack locations
Tabled.

F. Trees along Allegan Street

Erik noted that trees in the right of way belong to MDOT. The city cannot plant trees there.

7. Public Comments
None.
8. Staff Comments
Sandy noted that the drainage issue at the 'Renaissance Race' sculpture has not been addressed. The sedum there is looking good now that irrigation has stopped.
9. Chairman's Report
None.
10. Commissioners' Comments
None.
11. Next Meeting
The next meeting will be Thursday, December 15, 2016 at 5 PM.
12. Adjournment

Sandy Lamorandier moved to adjourn the meeting. Marcus Taylor supported the motion. On voice vote, motion carried unanimously.

There being no further business, the meeting adjourned at 6:16 PM.

Minutes Respectfully Submitted,
Sheryl Gluchowski
Deputy Clerk

**SUMMARY
CITY OF PLAINWELL
PARKS & TREES COMMISSION
November 17, 2016**

Action Items:

DPW:

- Remove/replace broken tire swing.
- Replace basketball net on south court.
- Price out deck-over on Kenyon pavilion.

Commissioners:

- Marcus working on P&T Commissioner Information Packet
- Justin working on Park Reservation & Rules

Motions:

- ***Approved minutes and summary of previous meeting***
- ***Adjourned meeting***

Open Business:

- Park Reservation Rules, Guidelines, Signage
- Dog Park
- Pickle Ball Courts – *tabled until spring*
- Plainwell Auto request to remove trees
- Bike racks & locations
- New Commissioner Packets

Unfinished Work:

- Power wash and reseal River Walk boards
- Replace dugout fencing at Kenyon Park
- Kayak landing signage at/near Sherwood Park
- Design a ‘places to eat & drink’ map for the canoe/kayak landings.
- Repair broken spring toy and reinstall in Cook Park – *having a hard time getting the repair parts*
- Anchor picnic tables at Cook Park
- Provide key for Chula Vista
- Improve drainage in mill sculpture flower bed
- Assist with Chula Vista Hicks Park ground cover project

Next Agenda:

- Dog Park Updates
- Park Reservations & Rules
- New Commissioner Handbooks
- Plainwell Auto Update

TRANSFER OF FUNDS

November 3, 2016

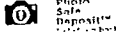
Dear Erik Wilson,

In keeping with the wishes of the Plainwell Community Center Board of Directors, we are transferring \$7,000 to the City of Plainwell. The Community Center Board requests that the money be reserved for expenses incurred in constructing two pickleball courts on the old tennis courts in Thurl Cook Park and for expenses involved in establishing a pickleball program for senior citizens of the Plainwell area.

Sincerely,

Sharon Rowley
Sharon Rowley, Vice President

Tony Gless
Tony Gless, Treasurer

PLAINWELL COMMUNITY CENTER, INC 798 E BRIDGE ST PLAINWELL, MI 49080-1857	07-12	1810 6 12-310 685
Date <u>Nov. 3, 2016</u>		
Pay to the Order of <u>City of Plainwell</u>		\$ <u>7000.00</u>
<u>Seven Thousand and ^{no}/₁₀₀</u>		Dollars 
PNC BANK <small>PNC Bank, N.A. 070</small>		
For <u>expenses for establishing a pickleball program for senior citizens in Plainwell</u>	<u>Anthony W. Gless</u>	
⑆04 1000 124⑆ 4244632715⑈ 1810		