

# Parks Commission

## Regular Meeting Minutes

Tuesday, April 11, 2017  
6:00 p.m., Council Chambers



City of South Haven

### 1. Call to Order by Reinert at 6:00 p.m.

### 2. Roll Call

Present: Jeff Arnold, Bob McAlear, Wendi Onuki, Warren Toneman, Marilyn White, Patti Reinert

Absent: Chuck Moore

### 3. Approval of Agenda

Motion by Toneman, second by White to approve the Tuesday, April 11, 2017 Regular Meeting Agenda as presented.

All in favor. Motion carried.

### 4. Approval of Minutes for the Record – March 14, 2017 Regular Meeting Minutes

Motion by McAlear, second by Arnold to approve the March 14, 2017 Regular Meeting Minutes as written.

All in favor. Motion carried.

### 5. Public Comments and Inquiries Concerning Items not on the Agenda.

None at this time.

## REPORTS

### 6. Project Updates

Hunter reviewed the updates on current projects.

Black River Park, Fishing Pier. Hunter noted additional costs due to having to report to the EPA instead of MDEQ. Also concrete work in addition to the original contract; will count toward capping the site.

Cemetery improvements: Will include road work, crack sealing, hydrants, walls, and work on the office and bathroom.

Kids' Corner Play Structure. Hunter noted that the city has received two grants. Goal is to improve the ADA accesability and freshen it up and make it safer.

North Beach Improvements. Still on track for Memorial Day completion. Roadwork in Monroe Park to be done.

Tot Lot. Awarded a \$2,000 grant. The plan is to use it to put a rubber material under the play structure. Hoping this will help us point-wise for a next application.

Splash Pad. Reapplying for a grant; award notification some time in November.

Water Street project. Going to be going out for bid again; the bids came in high so we are opening it up again.

Onuki attended the Ward 2 meeting last night. There were some who were unhappy that the grassy area with pine trees would be eliminated to accommodate the Splash Pad. Hunter explained that what we have is conceptual. Onuki said she wondered if other locations had been considered. Toneman explained that the Parks Commission has considered different possibilities. Reinert commented that she knows it has been awhile since this was discussed but things considered included locating the splash pad close to the beach and restrooms.

Reinert asked whether signage for Dyckman Beach Park will be completed when the North Shore Drive roadwork is complete. Hunter assured that the sign will be done at that time.

## NEW BUSINESS

### **7. River Front Park Community Stage presentation**

Rosalie Plechaty, 559 Monroe Boulevard. Explained she is here to talk about a Community Stage proposal for a permanent stage. Noted that she will be talking to all commissions; this is very conceptual and in very early planning stages.

Benefits: Our riverfront walkway is turning into a kind of signature with the lighthouse at the end. When we put something permanent it kind of indicates that we take this serious. Feels a permanent stage will attract professional venues.

Introduced Ben Holt, President of Foundry Hall and Scott Reinert, Executive Director, Visitor's Bureau.

Plechaty noted that right now we are setting this up on grass and sidewalk with multiple large trucks and set up crews. We spend a significant amount of money on all of this set-up. With a permanent stage Plechaty invited the commissioners to think about Shakespeare in the Park, pageants, and other events.

Plechaty pointed to aesthetics being a high priority along with acoustics. The conceptual design is very minimal and a straight-on view from the west shows how the 30' x 30' structure blends into the South Marina building behind it.

Plechaty displayed photographs of the sight line at the top of the hill, noting that there is no obstruction. The proposed stage is completely hidden behind the South Marina Building from the top of the hill, allowing an unobstructed view of the lighthouse.

With a projected cost of \$214,000 with preliminary plans by Abonmarche, Plechaty went over the details of how the costs fall to that total noting that there will be no cost to the city. "We are going to have to find the funding. We have tentative support from a lot of people. We think we can find some major donors or a major donor to put their name on it."

Regarding maintenance, Plechaty noted the proposed stage would be gifted to the city as part of the Parks system; anyone using it would have to pay a fee to recoup money for maintenance.

Plechaty noted that the timeline is to present the concept to the various boards and council, then start with the funding. The presentation listed supporting groups and letters of support. Plechaty asked the Parks Commission to consider supporting the concept.

The group wants to open this up to have conversations with Ward 1 and Ward 2 groups and other groups in the community. "We feel we have a good idea to chase a relatively big sponsor for them to put their name on it. This city offers a lot of amenities; this would be another amenity," Plechaty stated.

"We have a committee that meets the first Monday of the month. Bob McAlear is our chair." Plechaty welcomed anyone to join the committee.

Onuki thinks it's a great idea; can think of a lot of uses for it; likes the straight-on view.

Plechaty noted that we are becoming a destination for weddings, adding that currently these are scheduled on a first come, first serve basis.

Reinert added that the main concern for council was how it was going to be paid for; you've answered a lot of those questions. Plechaty asked Parks Commission to submit a letter of support.

Motion by McAlear, second by Arnold to support the project as proposed.

All in favor. Motion carried.

## **8. North Beach Kayak License Agreement**

Hunter explained that we took bids; staff reviewed them and feels the SoHa Surf Shop is the best bid out of the group. McAlear asked how the 18% is audited.

Discussion ensued with Chris Campbell of SoHa Surf Shop explaining that his business already has a kayak rental on the South Beach and on the River. "We submit our actual reports from our system. South Beach paid the city \$9,000 last year." McAlear asked if there is a financial statement through a CPA. Campbell said no certification has been submitted.

Arnold asked what Campbell is going to place at the North Beach to which Campbell responded that he would place kayaks and paddleboards on a wooden rack, similar to the one at the South Beach.

Reinert asked if there have been any complaints or problems. Arnold said on the South Beach, Campbell had been located near the blue stairs but due to the high water levels had to move closer to the actual beach. People noticed it and asked about it but they were not really complaints. Hunter stated there have been no complaints directed to the Department of Public Works.

Motion by McAlear, second by Arnold to recommend approval of the license agreement as presented.

All in favor. Motion carried.

## **9. Memorial Bench Master Plan**

Hunter explained that according to the gift policy the process of approving benches can be streamlined if we have a master plan. "This Memorial Bench Master Plan shows our parks and where staff is recommending benches, which eliminates the need for the Parks Commission to approve each bench individually; rather it would be a staff decision." Reinert expressed that the Parks Commission would be happier, especially with consistency of style of bench and size of plaques.

Motion by Toneman, second by Arnold to approve the use of the Memorial Bench Master Plan.

All in favor. Motion carried.

#### **10. Metzler Hartman bench request**

After a brief discussion, there was a motion by Onuki and second by Arnold to implement the Memorial Bench Master plan for this request.

All in favor. Motion carried.

#### **11. Beach-Pier Safety Plan**

Hunter explained the original plan was established by Council in 2007. Arnold briefly explained the process of the Safety Plans establishment.

After discussion, this item was tabled by consensus until Parks Commission minutes from that time period could be reviewed.

#### **11. DPW Director Comments**

Hunter: We have a lot of projects going on, streets, North Beach, Black River, Monroe Blvd and North Shore Drive, many will be done by June 30. Waste Water will be ongoing.

#### **12. Commissioner Comments**

Toneman: asked for an update on the Eagle Street/Water Street stairway. Hunter said as soon as we get the bids in we will bring that back to the commission.

Toneman: Didn't get the email about the meeting for the Monroe Bluff project. Hunter will check into that. Hunter updated that this is a Master Plan joint meeting with the Planning Commission and Parks Commission and will be at St. Basil Church at 4:00 p.m. There will be refreshments provided. Hunter will send out a reminder and a press release.

McAlear: Thanked the board for support of the stage project and reminded that the stage group meetings the first Monday of every month at the Water Filtration Plant. Also noted that each of the festivals spends \$50,000 a year for the stage.

Onuki. BMX project. Has received questions concerning affecting the cemetery. Arnold said there was concern about the skate park but the plantings help. Hunter noted a buffer will be planted.

Toneman: Concerned that he couldn't get the computer up and since he didn't want to disrupt the meeting he wasn't able to follow along that well. Hunter will try to get over earlier in the future and be sure the computers are rebooted and ready.

Reinert: So far everything at the parks is looking good; waste bins being put out; it is a crazy time but you can see the progress besides all the mess.

Reinert mentioned keeping Suzie Fitzgibbon in thoughts and prayers as she faces a personal challenge.

### **13. Adjourn**

Motion by Arnold, second by McAlear to adjourn at 6:56 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary