



*Parks and Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6930 ♦ 989.835.5651 Fax ♦ www.cityofmidlandmi.gov*

November 30, 2016

TO: Parks and Recreation Commission

FROM: Karen Murphy, Public Services Director

SUBJECT: Parks and Recreation Commission Meeting of December 6, 2016

The regular meeting of the Midland Parks and Recreation Commission has been scheduled for Tuesday, December 6, 2016. The meeting will be held in Council Chambers of Midland City Hall at 333 W. Ellsworth and will begin at 7:00 p.m.

The agenda for the meeting is as follows:

- 1) Call to Order
- 2) Roll Call
- 3) Minutes of meeting of November 1, 2016
- 4) Call to Audience
- 5) Central Park proposed master plan
- 6) Beautification Advisory Committee member approval
- 7) Division Report – Cemetery Update
- 8) Project Reports
  - a. EAB removals at Washington Woods and Meadowbrook Park
  - b. Upper Emerson Park MNRTF grant application scoring
  - c. Winter recreation programs – Night at the North Pole and Santa Calling
- 9) Old Business
- 10) New Business
- 11) Adjourn



Parks and Recreation ♦ 4811 North Saginaw Road ♦ Midland, Michigan 48640 ♦ 989.837.6930 ♦ 989.835.5651 Fax ♦ [www.cityofmidlandmi.gov](http://www.cityofmidlandmi.gov)

November 30, 2016

TO: Parks and Recreation Commission  
FROM: Karen Murphy, Director of Public Services  
SUBJECT: Notes for Meeting of December 6, 2016

Central Park proposed master plan: One of the action items in the current Parks and Recreation Master Plan involves creating a master plan for Central Park. Parks staff have been working with PM Blough, Inc. and interested user groups on what the plan should include. I will share a draft plan with the Commission for their input, and will then follow up with the user groups at a later date to review the plan as well.

Beautification Advisory Committee member approval: The Beautification Advisory Committee (BAC) has a vacant seat and has received an application from a local business owner who resides outside of the city limits. The ordinance requires Commission approval to appoint a non-city resident to the BAC. I have attached the staff request for approval.

Division Report: I will give an informational update on the Midland Cemetery, including an introduction to the new GIS cemetery map layer that is in the development stage.

Project Reports: I will share information on two large ash tree removal projects at Washington Woods and Meadowbrook Park. I will also share the score that the City received this year on the Upper Emerson Park Michigan Natural Resources Trust Fund grant application. I will provide information on the two upcoming winter recreation programs, Night at the North Pole and Santa Calling as there are still openings available in both programs.

Respectfully,

Karen Murphy

**From:** [Yuergens, Jan](#)  
**To:** [Murphy, Karen](#)  
**Subject:** Parks Commission Agenda Item  
**Date:** Wednesday, November 16, 2016 10:57:59 AM

---

Karen – Is this what you need?

Joe Kozuch has applied to be a member of the Beautification Advisory Committee. Mr. Kozuch is not a resident of the City of Midland but does own property in the City of Midland at 715 S. Saginaw Road (Village Green Florist).

The Code of Ordinances regarding residency for boards and commissions is as follows:

**Sec. 2-240. Qualifications of members of boards and commissions.**

No person shall be appointed to a board or commission established by the Charter or the Code of Ordinances of the city unless said person shall be, at the time of his appointment, a resident of the city, unless such requirement is specifically waived by a four-fifths vote of the city council.  
(Ord. No. 850, § 1, 2-3-75)

Since the Beautification Advisory Committee reports to the Parks Commission the only way to allow this applicant/interested party to be on that committee is by approval of the Parks Commission.

Janet L. Yuergens  
City of Midland  
Assistant Director of Public Services  
989-837-6908

MIDLAND PARKS AND RECREATION COMMISSION  
REGULAR MEETING OF NOVEMBER 1, 2016  
MIDLAND CITY COUNCIL CHAMBERS  
7:00 P.M.

PROPOSED MINUTES

- 1) Call to Order: Meeting called to order at 7:00 p.m. by Chairperson John Metevia
- 2) Pledge of Allegiance
- 3) Roll Call:
  - a. MEMBERS PRESENT: Billotti, Johns, Metevia, Rankin (arrived at 7:10 pm), Rice, Steidemann,
  - b. MEMBERS ABSENT: Carlson, Carney, Varela
  - c. OTHERS PRESENT: Steve Mecca and Mike Williams, Midland Girls Softball League; Cheri King, Keep Michigan Beautiful; Marcie Post, Recreation Manager
- 4) Minutes of September 6, 2016: Steidemann motioned, Billotti seconded to receive minutes of the meeting of September 6, 2016. Motion passed 5-0 (Rankin not yet present).
- 5) Call to Audience: None
- 6) Optimist Park batting cage project donation from Midland Girls Softball Association: Steve Mecca and Mike Williams from the Midland Girls Softball League (MGSL) shared a proposal to build a new batting cage at Optimist Park using a grant from the Michigan Baseball Foundation (MBF). Williams stated he has worked with Parks staff on the project proposal and shared details of the design, including running electrical to the cages to operate the pitching machine and placing artificial turf inside the cages. The plan is to complete the project this fall. The total project cost is \$7,500 – 8,000 with the MBF grant covering \$5,800 and the MGSL to cover the balance. Billotti motioned and Steidemann seconded to accept this donation. The motion passed 5-0 (Rankin not yet present).
- 7) America in Bloom award: Post reviewed the America in Bloom program and the work done by the committee over the past two years. Post gave an overview of the two day judges' tour and shared that Midland received the highest score possible of 5 blooms. Midland also won in the 30,000 – 50,000 population category, which is rare for a first year participant. Post shared both the five bloom recognition plaque and the AIB award with the Commission.
- 8) Keep Michigan Beautiful award: Cheri King, immediate past president of Keep Michigan Beautiful (KMB), an organization that recognizes and promotes statewide beautification efforts, shared an award that the City of Midland won this year. The award nomination was taken from the America in Bloom community narrative information to recognize the City's beautification efforts, and Midland won the President's Award from KMB this year.

- 9) Review of recreation fee philosophy and fee discussion: Murphy reviewed the current fee philosophy for the general recreation and swimming programs. The philosophy has remained unchanged in recent years and has served the parks and recreation department well. The challenge each year is to ensure the fees recover adequate costs to support the fee philosophy. Murphy asked the Commission if they recommended any changes to the philosophy at this time. Barring any major changes to the philosophy, staff does not feel any fees need adjusted at this time as cost recovery is on track with the philosophy. Billotti asked if the City has considered a graduated fee scale for low income youth and whether the City tracks low income use. Murphy stated that the City does not track low income users. The City's fee structure is already structured for youth and the fees are set up to keep the costs low intentionally so the programs are available equally for everyone. Murphy stated that the City does not have a graduated fee structure based on income because we want to keep the fees low for all users. Billotti asked if the City has a scholarship program, and Post shared that the City does not offer scholarships at this time.

Murphy asked for a motion to approve the fee philosophy as presented. Rankin motioned to approve the fee philosophy and Steidemann seconded. Motion passed 6 - 0.

- 10) Date change for November 2017 Commission meeting: Murphy shared that the meeting calendar approved at the August Commission meeting proposed Wednesday, November 8 as a meeting date. This date/time conflicts with another board's regular meeting date, so Murphy proposed changing the Parks Commission meeting to Wednesday, November 1. Steidemann motioned and Billotti seconded to change the meeting date to November 1, 2017. Motion passed 6 - 0.

11) Division Reports:

- a. Plymouth Pool end of season report: Post shared the season statistics for Plymouth Pool and discussed lap swim, daily admissions and teen nights. She also reviewed the expenses and revenues, with cost recovery at 79% this year. Post also mentioned the new façade with decals on the windows of the pool building. Billotti asked if we did anything differently this year to increase usage. Post shared that the customer management program, Rec One, and Constant Contact allow her to blast out information every two weeks to users. Rice questioned the 79% cost recovery when the goal is 50%. Post cited great weather driving revenues up along with additional swim lessons. Murphy spoke to improvements in operations, with training for staff and adjustments to the chemical feed system resulting in unanticipated cost savings. Murphy shared that staff does their best to forecast out needs with reasonable incremental fee changes on a periodic basis, and in this case, we have experienced good weather and operational savings that will allow us to hold fees steady for a few more years.
- b. Softball end of season report: Post reviewed the softball end of season report, including a review of the relationship between the City and the Midland Softball Association (MSA) and how the fee for softball is comprised of the MSA's fee and the per player fee paid to the City. Post shared that the yearend statistics are still being tabulated, but the 2016 fee increase has kept the revenue in line with the cost recovery outlined in the fee philosophy. Post shared that the youth softball fees from MGSL are still in line with the philosophy as well, so no softball fees are being recommended.

Post also shared a fall recreation program update, reporting that Pooches at the Pool was up from 100 to 139 dogs this year. The Grand Experience had 60 participants this year, making Midland the 2<sup>nd</sup> largest group there this year. The Zombie Run had 100 runners

this year, and the kickball program has 20 teams this year, up from 16 last year. Starting into winter, Post shared she is looking for Santa Claus' for the Santa Calling program.

12) Project Reports:

- a. Central Park human sundial and pavilion: Murphy shared that the sundial itself is complete and functional. The horticulture crew will do some landscaping around the sundial, and an instructional sign is being made to show people how to use the sundial. Murphy also mentioned the pavilion is coming along as scheduled, with the concrete forms being built in place. The forms will need to stay in place for several weeks after the concrete is poured to allow for curing time. Completion is scheduled for the end of November.
- b. Currie pedestrian bridge project: Murphy shared before and after photographs of the Currie Parkway pedestrian bridge. Parks staff are working with the contractor on some final details but the project is essentially complete at this time.
- c. Tree donation at Longview Spray Park: Murphy reported that in late August, the Dow Gardens/Whiting Forest staff offered the City 4 mature trees from the old Whiting Forest visitor center parking lot if the City would cover the cost to relocate the trees. The trees were moved via tree spade to Longview Spray Park. The estimated value of the trees is \$25,000 with the cost to hire the tree spade contractor of \$1,000. The trees will provide much needed shade at the spray park.
- d. Chemical Bank Cares Day at Stratford Woods and City Forest: Murphy reported that Chemical Bank again partnered with the City on their Cares Day on October 10. One group worked at Stratford Woods Park to scrape and re-stain benches and picnic tables. The other group worked with the mountain bike user group to trim back low hanging and overhanging branches from the trails. Both groups made a great impact on our parks and Murphy expressed the staff's appreciation for their volunteer work.

13) Old Business : None

14) New Business: None

15) Adjourn: Motioned by Billotti, seconded by Rankin to adjourn the meeting. Motion passed 6-0. Meeting adjourned at 7:54 p.m.

Respectfully submitted,

Karen Murphy  
Director of Public Services