

# City of Plainwell



“The Island City”

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

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## AGENDA Parks & Trees Commission Thursday, January 12, 2017 5:00pm

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes/Summary Regular Meeting 12/15/16**
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. Plainwell Auto landscape update
7. **Public Comments**
8. **Staff Comments**
9. **Chairman’s Report**
10. **Commissioners’ Comments**
11. **Items for Next Agenda: Thursday, February 16, 2017.**
12. **Adjournment**

**MINUTES  
CITY OF PLAINWELL  
PARKS & TREES COMMISSION  
December 15, 2016**

1. Marcus Taylor called the meeting to order at 5:00 PM.
2. Roll Call: Present: Marcus Taylor, Matthew Bradley, Sandy Lamorandier, Bunny LaDuke, Justin Burchett. Absent: Marsha Keeler, Todd Overhuel. Also attending: Public Works Superintendent Rick Updike.

3. Approval of Minutes:

***Sandy Lamorandier moved to accept and place on file the minutes and summary of the regular monthly meeting of November 17, 2016 as presented. Marcus Taylor supported the motion. On voice vote, motion carried unanimously.***

4. Parks:

Sherwood

A: Park Maintenance Report - Marsha Keeler  
Nothing new to report.

Pell

A: Park Maintenance Report - Bunny LaDuke  
Nothing new to report.

Hicks

A: Park Maintenance Report - Todd Overhuel  
Todd was not present but commissioners noted that the park looked festive during recent celebrations.

Cook

A: Park Maintenance Report - Justin Burchett  
Justin reported that someone has been cutting donuts with a vehicle in the park. He has not yet seen anyone sledding.

Kenyon

A: Park Maintenance Report – Matthew Bradley  
Matthew noted that park is snowy and we are out-of-season for projects. He asked about meetings for the proposed trail. Erik noted that the committee is in the planning and grant-seeking stages. The West Michigan Trails web page has current information.

Darrow

A: Park Maintenance Report - Sandy Lamorandier  
Nothing new to report.

Riverwalk Park \ Band Shell \ CBD

A: Park Maintenance Report - Marcus Taylor  
Nothing new to report.

5. New Business

None.

6. Open Business

A. Dog Park update

Marcus reported that they received quotes for black vinyl-coated chain link fencing and it will increase costs by about \$5000. Commissioners received the concept drawings for the project via email. The real work will start in January.

B. New Commissioner Information Packets – Marcus Taylor

Marcus did not receive the 2015 Annual Parks & Trees Report. Sheryl will email it.

C. Park Reservations, Rules, Permit, Signage – Justin Burchett

Sandy reported that city hall staffers reviewed the draft and had comments; she will email those to Justin.

D. Pickle Ball Courts in Cook Park

Tabled until spring.

E. Plainwell Auto Landscaping

Rick reported that the mural on the side of the building is painted on a board. He noted that Sheryl suggested painting the larger mural on a fence offset from the building if the property owner was not willing to have it on the building itself, but he feels that it might offend the owner to have a fence two feet from his windows. He noted that the stop signs were reinstalled at the cross walk behind Plainwell Auto because a motorist hit a car that was backing out of Plainwell Auto while speeding through the short cut. The tree at the northwest corner of the building blocks clear vision and should be lifted or removed.

Commissioners discussed what they were hoping for with this property. They would like the owner to fund a car-themed bike rack. They were thinking of a concrete slab with a bench and trash container, and flower planters. Rick noted that it would take a lot of concrete. They had also considered a small tree or bush to soften the aspect, and a larger mural on the side of the building. They had wanted Denise Siegel, the Economic Development Director, to talk to the owner about a façade grant.

Rick noted that the trees obtained through the Consumers Energy grant can only be planted under electrical wires, but the city nursery has pear trees, dogwoods, tree lilacs and others that would serve for a number of years.

Sandy left the meeting at 5:29 PM.

F. Bike Rack Locations Downtown

Tabled until the Plainwell Auto issue is finished.

7. Public Comments

None.

8. Staff Comments

Rick noted that the two part time DPW employees are keeping the sidewalk at Hicks open. He plans to install the skating rink soon.

Sheryl noted that Sandy placed the flower order. Sandy obtained a bid from the company that approached us last fall but Napps Greenhouse was still significantly cheaper, and has our order again this year.

9. Chairman's Report

None.

10. Commissioners' Comments

Bunny asked about landscaping the right-of-way along M-89 east of US-131, noting that she read in the minutes that the right-of-way belongs to MDOT. Rick noted that the city would need a permit from MDOT, which is easily obtainable, and would need to buy the trees or bushes. The city would also need the adjacent property owners/occupants to agree to maintain the plantings and mow around them. Sheryl noted that Sweetwater Donuts is coming to the lots adjacent to Dee-Tails, and Rick noted that developers are required to plant trees by city ordinances. Rick noted that the right-of-way is crowded with utilities and many areas have concrete from their building to the street. Bunny stated

that the city's survey said that this entrance is not inviting and she feels we need to develop a program to promote an improved appearance. She would at least like to see planters placed through there. Rick noted that the city struggles to get property owners to mow their lawns and curb lawns; many properties are occupied by renters who don't seem to care.

11. Next Meeting

The next meeting will be Thursday, January 14, 2017 at 5 PM.

12. Adjournment

***Justin Burchett 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 6:10 PM.

Minutes Respectfully Submitted,  
Sheryl Gluchowski  
Deputy Clerk

DRAFT

**SUMMARY  
CITY OF PLAINWELL  
PARKS & TREES COMMISSION  
December 15, 2016**

**Action Items:**

**DPW:**

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**Commissioners:**

- Marcus working on P&T Commissioner Information Packet; Sheryl will email the 2015 Annual Parks & Trees Report.
- Justin working on Park Reservations & Rules; Sandy will email staff comments to him.

**Motions:**

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

**Open Business:**

- Dog Park
- Park Reservations, Rules, Permit, Signage
- New Commissioner Handbooks
- Plainwell Auto Landscape
- Trees along Allegan Street

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**Tabled – do not place on agenda until ...**

- Cook Park Pickle Ball Courts – *tabled until spring*
- Bike Racks Locations – *tabled until Plainwell Auto is settled*
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**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
- Provide map for Allegan Street east of US-131 at next meeting
- Address drainage in mill sculpture flower bed
- Place metal edging in Hicks Park for Chula Vista ground cover project