

City of Wyoming Parks & Recreation Commission

MINUTES FOR THE MEETING OF April 10, 2013

Present: Doug Broek, Robert Cook, Megan Harley, Eric Hartfield, Oogie LaMar, Alex Smart, Rod VanOeveren, Doug Wustman

Absent: Aaron Velthouse, Dave Skinner, Rich Pastoor (City Council Liaison)

Staff Present: Rebecca Rynbrandt, Gloria Pelton

- A. Call to order of the Parks and Recreation Commission** – Chairperson Doug Wustman called the meeting to order at 7:08 p.m.
- B. Approval of Agenda** – Changes to the agenda included changing the date to today's date of April 10 and changing Item C to note the month of March, not February. A motion was made by Doug Broek to approve the agenda with changes and it was seconded by Rod VanOeveren. Motion carried.
- C. Approval of the Parks and Recreation Commission Minutes of the March 13, 2013 Meeting** – A motion was made by Alex Smart, seconded by Megan Harley to approve the minutes of the March 13, 2013 meeting. Motion carried.
- D. Public Comment on Agenda Item (limit to 3 minutes)** – None
- E. Buck Creek Nature Preserve**
- **Paved path redevelopment bid award** – The paved path Re-development bid of \$66,000 has been awarded to A1 Asphalt for the trail. The pre-construction meeting will be held next week with the project completion scheduled for June 1.
 - **Boardwalk Concern/evaluation** – The boardwalk was originally constructed by students in vocational classes. General maintenance has been done over the years by the Parks & Recreation Maintenance crew. Rebecca showed pictures of the boardwalk's current condition and asked for input on whether we should close, remove or restore the path. A review was done with the county and the boardwalk is approximately 2140 linear feet. The estimate for basic materials is \$49,000. The county indicated that if we were to ask them to build a new boardwalk similar to the new part they put in, the cost would be \$100,000 - 150,000 plus materials. If the job is contracted out thru the bid process, it could be \$214,000 to \$374,000. Rebecca encouraged the commission members to walk the trail prior to the next meeting so that they can give their input. Moving forward we could put in place some counters to get an idea of how many people use the boardwalk. Alex Smart stated that he would probably be against removing the boardwalk. He feels that it is a very unique feature to the area. Rod VanOeveren asked if replacement could be done in phases and if there might be grants available. Doug Wustman motioned that the subject be tabled until the commission's May meeting and encouraged members to visit the trail prior to that meeting. Megan Harley seconded the motion. Motion carried unanimously.

- F. Master Plan Cost Estimate Draft** – The master plan identified different areas of the parks that need improvements. A handout was distributed of the conceptual capital improvement costs for the plan. The total is \$20,812,090. It does not include the recent need of the Buck Creek Nature Preserve boardwalk.
- G. Citizen Property Acquisition Suggestion** – Rynbrandt referred members to the packet information provided by citizen Rob Postema. It was noted that he is a member of the Planning Commission. He is suggesting that the City of Wyoming purchase property located in Byron Township to develop a park adjacent to the M-6 Trail owned and operated by Kent County. He is asking the commission to endorse the plan for future consideration for the Parks & Recreation master plan or the county's master plan. The commission discussed the proposal in depth. VanOveren referenced the current needs of the system, citing the \$20 million discussed this evening. The priority should be maintaining and improving current park properties. Lamar was not in favor. The consensus of the commission is to take no action and to take it under advisement.
- H. Kent County Parks & Recreation Study – Phase II** – In light of the phase one results, City Manager, Curtis Holt did not feel there was a need for phase II however, he committed that if the county desired to convene a group for a phase two, Wyoming will have a representative present to listen. Rebecca Rynbrandt will be attending the meetings.
- I. FY 2014 Budget Update** – The budget presentation was made to City Council on Monday. The Parks & Recreation's revenue is \$3,378,830 with expenses at \$3,334,600. Rebecca highlighted some areas in the budget. New in 2014 – facility maintenance will have oversight of fire buildings outdoor maintenance and there will be a reduction of 1 FTE position which is currently empty.
- J. Grants/Informational Items**
- T.E.A.M. 21 Update – Information was given at the March meeting.
- K. Commissioner Concerns and Suggestions** – Rod VanOeveren has been on the commission for 7 years. He plans to resign following the June meeting. The Godwin Heights school district will need to appoint a new representative.
- L. Public Comment in General** – None.
- M. Motion to Adjourn the Parks and Recreation Commission Meeting** – Motion to adjourn was made by Oogie LaMar and seconded by Megan Harley. The meeting was adjourned at 8:15 p.m.

Recorded by _____
Gloria Pelton
Recording Secretary