

City of Wyoming Parks & Recreation Commission

MINUTES FOR THE MEETING OF April 13, 2016 Wyoming City Hall, West Conf.

Present: Robert Cook, Ken Hornecker, Oogie LaMar, Ed McGregor, Dave Skinner, Doug Wustman, Rich Pastoor (City Council Liason)

Absent: Doug Broek, Megan Harley, Aaron Velthouse

Guests: Barb DeCan (President of Oriole Park Neighborhood Watch Association), Mr. DeCan, w/ guest, Curtis Holt (City Manager)

Staff Present: Curtis Holt, City Manager
Rebecca Rynbrandt, Director of Community Services
Nicole Batcke, Secretary

- A. Call to order of the Parks and Recreation Commission** – Commission Chairperson, Doug Wustman, called the meeting to order at 7:02 pm.
- B. Approval of Agenda** – A motion was made by Ed McGregor to approve the agenda and was seconded by Dave Skinner. Motion carried.
- C. Approval of the Parks and Recreation minutes from Feb. 10, 2016 Meeting** – Ed McGregor made a motion to approve the minutes from the Feb. 10, 2015 meeting and was seconded by Ken Hornecker. Motion carried.
- D. Public Comment on Agenda Item (limit to 3 minutes)** – Doug Wustman introduced, Ms. Barb DeCan from the Oriole Park Neighborhood Watch Association and Barb was invited to speak. Ms. DeCan began by thanking the commission for allowing her to be there and on how the neighborhood watch association came together as a result of the renovations of Oriole Park. Ms. DeCan voiced the neighborhood's concerns regarding the constant and numerous people using the park, especially the small shelter located adjacent to the small splash pad. She mentioned that this past summer there was a problem with an extensive amount of parties on the weekends. As a result of this, along with the excessive amount of people coming to use the park, some of the neighborhood families were not able to utilize the park. More often than not, there would be people "squatting" in the shelter in order to "hold" or "reserve" the shelter for a party. Ms. DeCan mentioned one situation where the "squatters" were telling the neighborhood families that they needed to leave because they had already "taken" the area and they couldn't be there. Ms. DeCan said that the association would like to know if there is something the city can do to prohibit people from saying that they have the facility reserved for a certain amount of time, when in fact the facility is first-come, first-serve. Maybe there can be a limit or reservations made so people can use the facility for a set amount of time.

Doug Wustman thanked Ms. DeCan for speaking and bringing this issue to the commissioners.

E. Park Facilities Reservations Policy Review-

- Review of Ms. DeCan Request to City Council (referred to Parks & Recreation Commission for review)
- Review of current policies & State of Michigan NRTF regulations

Ed McGregor asked whether people sign up to use the facility. Doug Wustman made mention that to his knowledge, the shade shelter at Oriole Park is not reservable and that the department cannot restrict people from various areas to come into the park.

Becky reviewed the Park Facilities Reservations Policy Review items that were provided to the commissioners prior to the meeting. Doug Wustman said that he appreciated Ms. DeCan and guests coming to the meeting to voice their concerns. Becky also reminded the commissioners that because we received grant funds to renovate the park, we are prohibited to limit anyone from outside of the city to visit Oriole Park, or any of our public parks.

A comment was made by one of Ms. DeCan's guests regarding those that "squat" are also informing others that are not attending their party, that they are not able to use the shade shelter, splash pad or park because they already had it "reserved". Becky did mention that we have people who "squat" at other parks and that it isn't exclusive to Oriole. She did point out that when we first opened Frog Hollow, we allowed reservations for the shelter there, however as time went on, we learned that when people made the reservation, they were under the impression they were reserving the entire park, instead of just the shelter. So upon re-evaluating that decision, we chose to discontinue allowing the shelter to be reserved and the shelter is available on a first-come, first-serve basis.

Mr. DeCan raised a couple of questions regarding the shelter. He wanted to know if the "squatters" who come and set-up at 7 am, leave their stuff and then come back at 4, are allowed to do so? He also asked whether it was true there was an hour before included in a "reserved" time block for set-up? In answer to both questions, Becky said that neither question was true, nor is it something that is allowed. Also, in order for someone who has a reservation to have extra time, they would need to include that time within their reserved time block and pay for it. She further stated that if items were left within the shelter, unattended, a staff person could be notified and said items could be removed, as it is not something that we would allow. She also wanted to point out a couple items that pertained to large groups utilizing the park.

Referencing park rules and regulations, regarding a group or party that is 100 or over; we do request organizations, businesses and/or individuals to contact us and let us know they are planning on having a large group at the park. However, they may not always notify us nor do they need to pull a special event permit to use the park. Groups or parties that are expecting 200 or over, are required to complete a special event application for use along with additional levels of protocol that need to be completed prior to their application being approved for use. Unfortunately, we do not have the level of staffing to have a dedicated person at every park, however, based on need, there are 3 major parks that we do have a staff person assigned to during the summer season.

Ken Hornecker suggested posting a sign that says that it is first-come, first serve that might prohibit people. Someone also mentioned they have seen a tripod sign at the park, and wanted to know if this was ours, because it has been seen being used to "reserve" the shelter. Becky did say that she would need to see the sign to say that it was ours, but that it would be a very rare occasion where we would place a reserved sign at that shade shelter.

Doug Wustman asked if there are contact numbers that are available "on-call" in case any problems arise within the park that through the weekend. There are phone numbers and Ms. DeCan did say that she does have that number and they have used it with great and

prompt response from staff. Becky did want to remind the commission and Ms. DeCan and guests that allowing reservations to be taken for the shade shelter will not solve all of the issues and problems with the park use. As the discussions continued, Doug mentioned that things were beginning to be repeated and that we needed to move on from this topic to the other agenda items.

Mr. DeCan asked if he could point something additional out quickly. He wanted to let us know that there is a tree that has uprooted the sidewalk and Becky let him know that our crew could get that fixed.

Ken Hornecker began to make a motion to allow reservations to be taken at the shelter; however Doug Wustman commented that he was concerned if the decision was voted on without having a further discussion, something might be overlooked. Ken responded by saying he didn't understand what the problem would be with taking the reservations and a few of the other commissioners were in agreement.

A motion was made by Ken Hornecker and seconded by Oogie LaMar to allow reservations to be taken for the shade shelter at Oriole Park.

Motion was carried: 6 Yeas, 1 Nay

F. Informational Updates/Materials

- **Pinery Park Little League Update-** Doug Wustman introduced our other special guest, Curtis Holt, the City Manager, who provided an update on Pinery Park Little League. Prior to the meeting, an additional handout was given to each commissioner that would be discussed during this portion of the meeting. The information that was handed out included a financial report for PPLL, which Curtis pointed out is a great accomplishment on the city's part to have received the information to generate the report. Curtis briefly summarized the past events leading up to today with Pinery Park Little League. Since October, the Alliance has acted as the fiduciary for PPLL; however, they have regained their 501C3 status, so they are no longer under the Alliance. One of the big successes is all registrations and expenses are being reported to us so we are able to provide the financial reports. Curtis is very committed to providing baseball and softball for children and he sees this year as a trial for PPLL, with the city making sure the league is following proper protocol and are able to operate. He did say that if something were to happen where they are beginning going backwards, then he will pull their league and run our own down there.

Curtis did say the city is working with PPLL to create policies and to assist in helping them progress to be transparent for reporting and being accountable for financial items. Ken Hornecker mentioned the 990 form for the taxes, and asked if PPLL was caught up on their taxes that were not filed. PPLL is in the process of getting their taxes back up to date from 2008 to current, Curtis answered.

Becky made mention that the current number of kids registered for baseball and softball through Pinery Park Little League is 541. These numbers are up a little from previous years. Another point that was made pertained to registration. Being all registrations have been processed through the city, we have all of the contact information for those 541 families, so if something does happen to PPLL, we are able to utilize them for future use.

Doug Wustman inquired, out of curiosity, what the cost for a child to participate in the league. The fees are ages 4-6 \$70, ages 7-8 \$80, ages 9-12 \$90 and ages 13-18 \$100. We also worked with PPLL to begin using an application for a scholarship program, which made them more accountable for those receiving that were approved for fee waivers.

Doug recapped the update from Curtis by stating that basically we are moving in the right direction, but we have made baby steps and strides to help PPLL run the league and be more accountable to their participant's family and the community. Curtis also mentioned that sales tax will need to be filed for their concessions and they have never done it that way. Doug Wustman thanked Curtis and everyone for all their efforts and accomplishments. Curtis ended by stating that though we have made great strides with PPLL, this is still not over and will continue to be developing through the season.

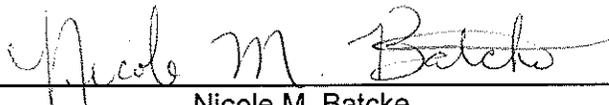
- **Lamar Park Special Events Schedule**- Becky briefly went over the handouts that were given regarding the schedule. Doug Wustman made mention the WCEC looking to have a beer tent.
- **Oak Wilt Pruning Advisory**-Loss of trees has become a hot topic. Please help educate people regarding this.
- **Ideal Park MNRTF Grant Application**-This information and application has been submitted to the State of Michigan. Outcome of this grant will not be known until the fall. We will be notified with the preliminary score during the summer. If we do get this grant, it requires \$508,000 in park funds to match the grant money.
- **Pinery Park Exercise Trail**-The exercise equipment is in at the park. People are already using the items that have been installed.
- **Veteran's Park Memorial Arch**-The new arch will be dedicated at the Memorial Day Ceremony this year and is the final arch to be installed.
- **Wyoming Senior Center Security Camera System**-Bids are coming in and the project is progressing to further the policy development for rental of the WSC to reserve by December 1 for the 2017 year.
- **Library Bookworm Café Conversion**-Monday, April 18 the city council will be awarding the bid for the renovation of the room at the library and looks to

G. Commissioner Concerns & Suggestions – Becky advised the commission that now that the commission has voted on rental of the Oriole Park shelter reservations would not be immediately begun. Staff will need to revised policies, create a public notification system, etc. prior to implementation. Rich Pastoor asked that if he sees wrong doing of removal of trees or something in the park what can be done. Becky said that it would be destruction of public property and anyone witnessing would need to contact the police.

H. Public Comment in General (limit to 3 minutes) – None.

I. Motion to Adjourn the Meeting – Oogie LaMar made a motion to adjourn the meeting and Bob Cook seconded. Motion carried. The meeting adjourned at 8:09 p.m.

Next meeting of the Parks and Recreation Commission: May 11, 2016.

Recorded by 
Nicole M. Batcke
Recording Secretary