



City of Lowell
Parks and Recreation Commission
Tuesday, May 21, 2024 at 6:00 p.m.
Lowell City Hall

1. Call to Order; Roll Call
2. Approval of the Agenda
3. Approval of the Minutes of Previous Meeting(s)
 - a. March 19, 2023
4. Review Financial Reports
 - a. Parks Fund (101-751)
 - b. Lee Fund (714-000)
5. Citizen Comments for Items Not on the Agenda
6. Unfinished Business
 - a. None
7. New Business
 - a. Lee Fund Project
8. Park Updates (See Attached)
 - a. Creekside Park (including Creekside Kingdom update)
 - b. Recreation Park
 - c. Richards Park
 - d. Riverwalk Park
 - e. Scout Park
 - f. Stoney Lakeside Park - Dog Park - Skate Park
 - g. Miscellaneous Park Properties (Upper Bridge / McMahan / Moose / Rogers)
 - h. LARA Trails (including path construction updates)
9. Commissioner Comments
10. Adjournment

Note: The next scheduled meeting is June 18, 2024.

**LOWELL PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
TUESDAY, MARCH 19, 2024
CITY HALL**

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 6:00 p.m. and roll was called.

Members Present: Chair Butler, Councilperson Groves, Mundt, Matthews

Members Absent: Pomper

Motion by BUTLER, seconded by GROVES to excuse POMPER. Motion carried.

Others Present: Rich LaBombard, Tyson Hoffman, Dave Austin

2. APPROVAL OF THE AGENDA

IT WAS MOVED BY MATTHEWS and seconded by GROVES to approve the agenda as presented.

Yes: 4 No: 0 Absent: POMPER MOTION CARRIED

3. APPROVAL OF THE MINUTES

IT WAS MOVED BY MUNDT and seconded by MATTHEWS to approve the minutes from the November 21, 2023 regular meeting.

Yes: 4 No: 0 Absent: POMPER MOTION CARRIED

4. REVIEW FINANCIAL REPORTS

LaBombard reviewed the Parks budget spreadsheet with the Commission.

IT WAS MOVED BY GROVES and seconded by MATTHEWS to approve the financial report from the November 21, 2023 regular meeting.

Yes: 4 No: 0 Absent: POMPER MOTION CARRIED

5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

Dave Austin presented ideas via a handout for future capital projects for the 24-25 fiscal year including:

- Possible ADA compliant sidewalk ramps on Spring and Lincoln Lake adjacent to Richards Park. Potential to be installed with funds available in the Sidewalk account.
- Sidewalk connector from the playground at Stoney Lakeside Park to the sidewalk on Bowes Road to allow direct pedestrian access to the park in lieu of walking on the paved road surface.
- Trail resurfacing at Creekside Park trail connector and potential railings for the pedestrian bridge.

6. UNFINISHED BUSINESS

None

7. NEW BUSINESS

YMCA Recreation Program – Tyson Hoffman, the youth and family director for the YMCA, presented an interest in expanding YMCA program offerings to youth and adults at Creekside Park through an amendment to the YMCA of Greater Grand Rapids Park Use Agreement. The YMCA would charge \$10 per participant for expanded summer programming. Their catch curriculum will offer lesson about healthy eating, physical movement, and healthy habits to area youth. The adult program would focus on non-traditional sports based on high aerobic activities, Frisbee, kick ball, beach style football, and engaging the adult population to get adults moving. The program would use the fields and pavilion at Creekside Park. The park has the capacity to support the program per Mr. Hoffman. The program would run from May to September. Mr. Hoffman doesn't have a projection for the number of people the program would attract, but hopes to attract 20-30 participants. Youth and adults classes would run concurrently on Tuesday and Thursday nights.

IT WAS MOVED BY BUTLER and seconded by MUNDT to recommend amendment of the Parks Use Agreement with the YMCA of Greater Grand Rapids to expand programming for children and adults at Creekside Park.

Yes: 4 No: 0 Absent: POMPER MOTION CARRIED

8. PARK UPDATES

Written park updates were provided in the Parks Commission packet.

- Creekside Park – Creekside Kingdom fundraising has reached nearly \$100,000 with a \$40,000 boost from LCTV grant. Rotary plans to apply to Look Fund and Lowell Community Fund. Mundt provided a preliminary layout of the Kingdom playground from Letherers. Mundt meeting with Letherers on Wednesday (3-20). Mundt announced proceeds from Denim and Diamond event will go toward the Kingdom project. Groves asked that restrooms at Creekside be opened as soon as possible. The restrooms typically are opened once nighttime temperatures are consistently above freezing.

- b. Lowell Area Recreation Authority Trail – Dave Austin gave an update and will bring a more detailed plan to a future meeting. The project is broken into two phases and will tie to the township trail system. An easement from Grand Rapids Gravel is in progress. Sidewalk by Walgreens is proposed to be widened from five feet to ten feet. Project is proposed to start in the summer of 2024 and will be completed in sometime in 2025. The entire surface will be paved and built to withstand flood waters. EGLE is requiring the evaluation of all options to avoid wetlands and moving the trail is an option that will be further evaluated. There is some movement by the railroad easement barrier on phase 2. Potentially the rail will be removed and allow the project to continue across the current railroad grade; however, railroad ownership has changed hands multiple times.
- c. Recreation Park – LaBombard gave an update on fence line cleanup work being completed by the softball field. Demolition of the fairground buildings is nearly complete.
- d. Richard Park – Slide stairs have been repaired, but a future capital project may involve full replacement of the stairs. Posts are rotting.
- e. Riverwalk Park – Williams and Works is developing a proposal to refresh the Riverwalk. Fountains in the Flat River are out for bid. EGLE permitting needs to be evaluated.
- f. Scout Park – Ideas about bathrooms, pavilions, butterfly garden, meadows being discussed by Scout Park Association.
- g. Stoney Lakeside Park / Dog Park / Skateboard Park – Grindline is working through the design phase for the skatepark. Groves is participating on meetings and are going well. Grindline is very responsive to feedback. Proposed design will be provided by April 10th. Murals on restroom buildings were brought up as a community volunteer activity.
- h. Miscellaneous Park Properties (Upper Bridge / McMahan / Moose / Rogers) – No update.

9. COMMISSIONER COMMENTS

None.

10. ADJOURNMENT

It was moved by GROVES, seconded by MUNDT to adjourn the meeting at 7:08 p.m.

Respectfully submitted,
Rich LaBombard
Assistant City Manager / Director of Public Works

Parks and Recreation
Financial Report

Parks and Recreation Financial Report (101-751):

The attached budget summary describes budget expenditures to date. At this time, we would anticipate approximately 83 percent of routine budget expenditures to be used. Budget expenditures to date are typical and reflect where we should be in the budget expenditure process.

Lee Fund (714-000):

The Lee Fund is derived from a bequest in the will of Dr. Solomon S. Lee to provide funds for park improvements. The principle investment is used to generate interest income. Interest income is utilized for the described purpose.

For fiscal year 23-34, the Lee Fund investment balance is \$224,350. Interest earnings in the amount of \$4,000 are available for park improvements. There are no expenditures to date from the available interest balance.



DATE: April 16, 2024

TO: Parks and Recreation Commission

FROM: Rich LaBombard
Assistant City Manager / DPW Director

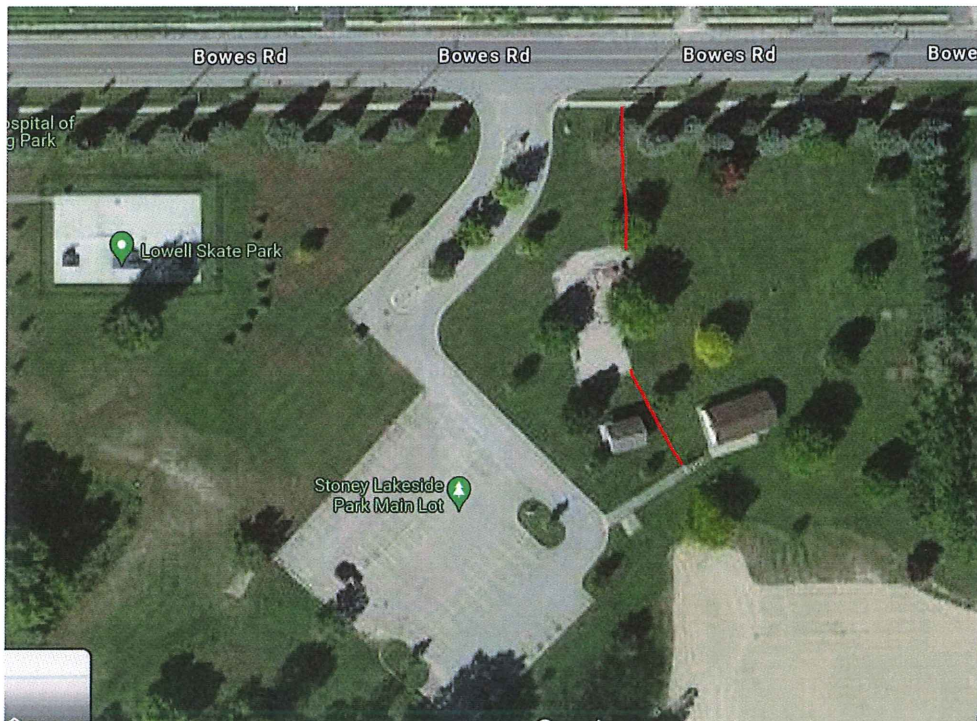
RE: Lee Fund Project

The Parks and Recreation Commission has \$4,000 available in interest from the Lee Fund to utilize for improvements to public parks. At the March meeting, it was mentioned that there was a need for a sidewalk connector at Stoney Lakeside Park to provide access from the sidewalk on Bowes to the playground. The sidewalk would allow for easier pedestrian access and eliminate the need to walk over the lawn or in the paved driveway for pedestrian access.

The available funds will be sufficient to complete a section of sidewalk this fiscal year. Additional funds will be available in the next fiscal year to extend the sidewalk further if the Parks Commission is supportive of the project.

Funds are available in the Lee Fund account – 714-000-970

Sample Motion: I recommend the available Lee Fund monies be used to construct a sidewalk extension from Bowes Road to the playground at Stoney Lakeside Park not to exceed \$4,000.



Park Updates

Creekside Park (including Creekside Kingdom update):

- Fields are prepped and leaves were collected.
- Pothole filling on the pedestrian bridge will be completed in the next few weeks.
- Doors for the restroom are on order and will take approximately 6-8 weeks to arrive. Funds for this activity are funded by an LCTV Endowment grant.
- The lock on the concession stand was replaced after a key was snapped off in the lock.
- Graffiti has been an issue at the park. DPW crews monitor and remove graffiti as it's found.
- Bathrooms will be opened once nighttime temperatures are consistently above freezing.
- Irrigation will be turned on in the coming weeks.
- The women's restroom ceiling will be painted now that repairs have been made to the water leak. Light bulbs in the women's restroom will also be changed to improve the lighting.
- Creekside Kingdom update from Theresa Mundt. A passport recreation grant application was submitted requesting \$100,000 to support the project.

Recreation Park:

- Demolition of the fair property is complete. City Council will act on a Termination Agreement submitted by KCYF at the April 15th City Council meeting.
- DPW cleaned under the bleachers at the ball field. DPW will be checking the lighting at the field to ensure they are in proper working order.
- The City is reviewing maintenance items at the King Building. Items such as lighting, plumbing, and security have been identified as needing improvement. The building is not useable for event space at this time as there is no fee structure established for rentals and no furniture in the facility to accommodate rentals.
- The DPW made landscaping improvements in front of the King Building.
- The DPW cleaned up the fence line adjacent to the ball field. John Timpson graciously assisted with the cleanup effort by providing an excavator and accepted the yard waste at his property.

Richards Park:

- Inspected playground equipment.
- Switched the ice rink drains from winter to summer to allow the rink to drain and cleaned debris from the rink.

Riverwalk Park:

- The kayak launch will be installed around Memorial Day.
- There have been incidents of vandalism at the Riverwalk restroom. The handicap stall restroom door was ripped from its hinges.
- The City is asking Williams and Works for a proposal to design improvements to the Riverwalk. Potential improvements may include new bollards, improved walking surface, fire pit area, lighting and landscape.
- The City is advertising for proposals to install decorative lighted fountains in the Flat River adjacent to the Showboat as a DDA funded project. Bids will be opened April 17th.

Scout Park:

- No update

Stoney Lakeside Park - Dog Park - Skate Park:

- The gate to the boat launch will be opened to the public on April 15th. The boat dock will be reinstalled at the same time.
- Now that fundraising is complete, Bob Rogers is working with Grindline on the design phase of the skatepark project.
- DPW staff have been approached by several volunteer groups looking for projects. There is discussion about using volunteers and an artist to spruce up the exterior walls of the bathroom.

Miscellaneous Park Properties (Upper Bridge / McMahan / Moose / Rogers):

- DPW cleaned up debris around McMahan park.

LARA Trails (including path construction updates):

- No update