



CITY OF LOWELL  
PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
RESCHEDULED FOR  
***THURSDAY, NOVEMBER 10, 2022 AT 6:00 P.M.***  
LOWELL CITY HALL

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. October 13, 2022
  - b. October 26, 2023
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
  - a. Continued Review of Draft Park Master Plan
7. NEW BUSINESS
  - a. Resolution for Approving Park Master Plan and Forwarding to City Council
8. PARK UPDATES
  - a. Recreation Park
  - b. Stoney Lakeside Park/Dog Park/Skateboard Park
  - c. Creekside Park/Community Garden
  - d. Richards Park
  - e. Scout Park
  - f. Riverwalk Park/Showboat
  - g. Miscellaneous Park Properties (Upper Bridge/McMahan/Moose/Rogers)
  - h. LARA Trails
9. COMMISSIONER COMMENTS
10. ADJOURNMENT

Note: The next regularly scheduled meeting December 20, 2022 at City Hall.

**LOWELL PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
THURSDAY, OCTOBER 13, 2022 AT 5:00 P.M.  
CITY HALL**

**1. CALL TO ORDER; ROLL CALL**

The meeting was called to order at 5:00 p.m. and roll was called.

Members Present: Chairperson Paula Mierendorf, Susan Pomper, Theresa Mundt, Casey Butler,  
Councilperson Leah Groves

Members Absent:

Others Present: Tanya DeOliveira from Williams & Works, Dan Czarnecki

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY MUNDT and seconded by GROVES to approve the agenda as written.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)**

IT WAS MOVED BY GROVES and seconded by MUNDT to approve the minutes from the August 16, 2022, regular meeting, as amended.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

**4. REVIEW FINANCIAL REPORTS**

The financial information was reviewed by the board

**5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

No comments were received or discussed on this item.

## 6. NEW BUSINESS

Dog Park Pavilion at Small Dog Area.

The Dog Park group would like to install a small pavilion within the fenced area of the small dog park. This would be to provide a shaded sitting/rest area for those using this section of the dog park. Board review plans and description of location. The Dog Park users will raise the funds and obtain all necessary permits to build the pavilion. All board members were in agreement that this would be a nice addition to the dog park, no objections to this being installed.

## 7. OLD BUSINESS

### a. Recreation Plan, Review of Draft Plan, Tanya DeOliveira

DeOliveira led discussion on draft Master Plan, explaining the background to the report and different sections and how survey and focus group discussions played into the goals and action plans. Several board members questioned items on action list and why some survey suggestions were not included. DeOliveira explained the Master Plan and any action items are what the board wants and to add or delete items as they see fit. Was suggested several items can be found in all park action plans and some action items may not fit in just one park. Board listed several items that should somehow be included such as signage and marketing, webpage info and keep it accurate, need for sensory development equipment when installing new park equipment, senior access, repair all pavements. DeOliveira went over timeline to complete Master Plan process with need to deliver plan to State by February 1, 2023. Need a public 30-day review period, need time for public to provide input if they wish, need to deliver to City Council, need council approval by January 3, need document to State Feb 1.

Park Board set a special meeting on October 26<sup>th</sup> at 6pm to continue review of document. All members are encouraged to review document and provide input on items for goals and for the action plans.

## 8. PARK UPDATES

- a. Recreation Park – Football will be concluded October 23<sup>rd</sup>. DPW will be performing field maintenance afterwards.
- b. Stoney Lakeside Park/Dog Park/Skateboard Park – Bathrooms closed for season. Will be doing some maintenance on them before it gets too cold.
- c. Creekside Park – Bathrooms will be closing for the season in a week or so, as soon as sports are concluded.
- d. Richards Park –
- e. Scout Park –
- f. Riverwalk Park/Showboat –
- g. Miscellaneous Park/Properties (Upper Bridge/McMahan/Moose/Rogers) –

h. LARA Trails --

**9. COMMISSIONER COMMENTS**

None

**10. ADJOURNMENT**

IT WAS MOVED BY MIERENDORF, seconded by MUNDT to adjourn the meeting at 7:15 p.m.

Respectfully submitted,  
Dan Czarnecki

**LOWELL PARKS AND RECREATION COMMISSION  
SPECIAL MEETING  
WEDNESDAY, OCTOBER 26, 2022 AT 6:00 P.M.  
CITY HALL**

**1. CALL TO ORDER; ROLL CALL**

The meeting was called to order at 5:00 p.m. and roll was called.

Members Present: Chairperson Paula Mierendorf, Susan Pomper, Casey Butler,

Members Absent: Theresa Mundt, Councilperson Leah Groves

Others Present: Bruce Matthews, Bill & Brenda Schreur, Sharon Ellison, Tanya DeOliveira from Williams & Works, Dan Czarnecki

IT WAS MOVED BY POMPER, and seconded by BUTLER to excuse the absence of board members Mundt and Groves.

YES: 3. NO: 0. ABSENT: 2. MOTION CARRIED

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY MIERENDORF and seconded by BUTLER to approve the agenda as written.

YES: 3. NO: 0. ABSENT: 2. MOTION CARRIED.

**3. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

No comments were received.

**4. OLD BUSINESS**

Recreation Plan Review, continued, Tanya DeOliveira

DeOliveira led continued discussion on draft Master Plan. No additional comments were received from any board members prior to the meeting. Board reviewed comments received from Schreur's and Matthews. Schreur's felt survey, focus group input, and creation of Scout Park in 2007 all show community likes the park and its use. Schreur's would like to add into one who put all the property into the Parks system in 2007 and wanted to include the house property, but could not include any property someone was living on. When the people move out would like to have this property included in Scout Park. Discussion on how best to include adding unique properties to park system without being too specific on certain properties in/near the City.

Went over information provided by Matthews. Most items that were correct were looked at as positive additions and possible items to include into the Master Plan. Items that were speculative or needed further investigation were left out for now. Czarnecki collated items from past Master Plan, from survey and focus groups, and from input received from board members and put together a list of park items. Board reviewed and accepted all items except need for community center/pool.

DeOliveira will take all input and revise the draft master plan to reflect meeting discussions. Need to complete plan and put out for community review for 30-days. Would like to get in hands of City Council to give them time to review.

Board set November 10, 2022, at 6pm as time for regular November meeting to provide time to complete review of draft Master Plan and to take on any over items that may come along for the month of November.

**8. PARK UPDATES**

- a. Recreation Park –
- b. Stoney Lakeside Park/Dog Park/Skateboard Park –
- c. Creekside Park –
- d. Richards Park –
- e. Scout Park –
- f. Riverwalk Park/Showboat –
- g. Miscellaneous Park/Properties (Upper Bridge/McMahan/Moose/Rogers) –
- h. LARA Trails –

**9. COMMISSIONER COMMENTS**

None

**10. ADJOURNMENT**

IT WAS MOVED BY MIERENDORF, seconded by POMPER to adjourn the meeting at 7:33 p.m.

Respectfully submitted,  
Dan Czarnecki



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**LEE FUND**  
November 1, 2022

**FISCAL YEAR**  
**2022-2023**

CASH BALANCE:  
Fund balance available 2021-2022                      \$9,920.00

EXPENDITURES:  
No expenditures

Ending Balance:    \$9,920.00

**City of Lowell Parks and Recreation Commission  
Lowell, Michigan**

Resolution # 1-2022

At a regular meeting of the City of Lowell Parks and Recreation Commission held on November 10, 2022, the following Resolution was offered for adoption by Parks and Recreation Commissioner \_\_\_\_\_ and was seconded by Parks and Recreation Commissioner \_\_\_\_\_:

**A RESOLUTION RECOMMENDING ADOPTION OF THE 2023-2027  
FIVE-YEAR PARKS AND RECREATION PLAN TO THE CITY OF  
LOWELL CITY COUNCIL AND CONSTITUTING PARKS AND  
RECREATION COMMISSION APPROVAL OF SUCH PLAN**

WHEREAS, the City of Lowell has engaged in the process to develop a new Five-Year Recreation Plan, which describes pertinent features, recreation facilities, policies, and desired implementation to improve recreational offerings in the community during the period between 2023 and 2027; and

WHEREAS, the City of Lowell facilitated public input via a community survey in June 2022 and three focus groups comprised of community members in September 2022 prior to the development of the Plan, enabling citizens and stakeholders to express opinions and needs, ask questions, offer advice, and discuss all aspects of the City of Lowell parks and recreation needs and amenities; and

WHEREAS, the City of Lowell has prepared the Five-Year Recreation Plan in accordance with the most recent guidelines developed by the Michigan Department of Natural Resources for the benefit of the entire community and to meet the recreation needs of residents as expressed during the public input session; and



WHEREAS, a notice will be published indicating that the Plan will be available on the City's website and offered for a period of at least 30 days for public comment and review; and

NOW, THEREFORE BE IT RESOLVED, the City of Lowell Parks and Recreation Commission hereby recommends adoption of the Five-Year Recreation Plan to the City of Lowell City Council as a guideline for improving recreation for the residents and visitors of the community.

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Respectfully submitted,

Dated: November 10, 2022

By: \_\_\_\_\_

Paula Mierendorf  
Parks and Recreation Commission Chair