213 S. Marquette St. Ironwood, MI 49938
Memorial Building, Conference Room #1, 2nd Floor

Parks and Recreation Committee Meeting Agenda

1. Call to Order

2. Recording of the Roll

3. Nomination and Election of Chair and Vice-Chair

4. Approval of the May 2, 2016 Meeting Minutes

5. Approval of the Agenda

6. Citizens wishing to address the Committee on Items on the Agenda (Three-Minute Limit)

7. Citizens wishing to address the Committee on items not on the Agenda (Three-minute limit)

8. Items for Discussion and Consideration

   A. Meeting Protocol
   B. Community Development Department Overview
   C. Invasive Species Grant (Miners Park, Mt. Zion)
   D. Comprehensive/Park and Recreation Plan Implementation Status of Priority Action Items
      I. Strategy 4.5 Define and Construct Priority Trail Improvements (Regional Trail to Miners, Beltline and River Walk) – All Members
      II. Strategy 5.4(a) Update, Strengthen and Implement the Master Plan for Miners Memorial Heritage Park – Kostelnik
      III. Strategy 5.4(b) Continue Implementation of the existing Depot Park Master Plan – All Members
      IV. Park Action Plan
         a. Playground north of US Hwy 2 – Anderson, Davey, True
         b. Establish Community & Flower Gardens + Art (school)
         c. Implement Bike Routes on City Streets (Stripe/Sign) – Anderson, Davey, Kangas, True
         d. Mt. Zion Improvements – Anderson, Davey, Kangas, True
   E. Grant Status
      I. Depot Park
      II. Curry Park

9. Other Business

10. Next Meeting: August 1, 2016

11. Adjournment

Wednesday July 6, 2016 ***5:00 p.m.***

Proceedings of the Parks and Recreation Committee
Monday, May 2, 2016, 5:30 p.m.

A regular meeting of the Parks and Recreation Committee was held on Monday, May 2, 2016 at 5:30 P.M. in the Women's Club Room, Second Floor, Memorial Building, Ironwood, Michigan.

1. Call to Order:

   Chair Davey called the meeting to order at 5:30 p.m.

2. Recording of the Roll:

MEMBER	PRESENT YES	PRESENT NO	EXCUSED	NOT EXCUSED
Paul Anderson	X			
Sam Davey – Chair	X			
Tom Kangas	X			
Rick Semo, ex-officio, non-voting		X	X	
Marion True	X			
Bruce Vuorenmaa		X	X	
Colleen Wamhoff		X		X
Paul Kostelnik	X			
	5	**3**		

   Also present, Community Development Director Michael J.D. Brown.

3. Approval of the April 4, 2016 Meeting Minutes:

   Motion by Kostelnik to approve the April 4, 2016 Meeting Minutes. **Second** by Anderson. **Motion carried 5 to 0**.

4. Approval of the Agenda:

   Motion by Anderson to accept the Agenda. **Second** by Kostelnik. **Motion carried 5 to 0.**

5. Citizens wishing to address the Committee on Items <u>on</u> the agenda (Three-Minute Limit): None.

6. Citizens wishing to address the Committee on items <u>not</u> on the Agenda (Three-minute limit): None.

7. Presentation: Jackie Powers regarding EHPAC: Jackie Powers presented the history and purpose of the coalition.

8. Items for discussion and consideration:

   A. Surplus Property: Director Brown introduced a new property on the list and asked the Committee if they wanted to sell it.

      Motion by Anderson to recommend to the City Commission to add the property to the Surplus Property List. **Second** by Davey. **Motion carried 5 to 0.**

   B. Mt. Zion Mountain Bike Trail: Anderson talked about the building of a new single track mountain bike trail which is being proposed at Mt. Zion. He is looking for official support from the Parks and Recreation Committee.

      Motion by True to defer support the Mt. Zion Trails. **Motion Failed due to no support.**

      Motion by Anderson to recommend an agreement with the City Commission to formally approve the trails on Mt. Zion. **Second** by Davey. **Motion carried 3 to 2.**

   C. Comprehensive/Park and Recreation Plan Implementation Status of Priority Action Items:

      I. Strategy 4.5 Define and Construct Priority Trail Improvements (Regional Trail to Miners, Beltline, and River Walk) – All Members.
         a. Director Brown discussed the connector trail from the Regional Trail to the Miners Park and the interest of an adjacent property owner (Saari at 123 Luxmore) to be kept involved with the development of the trail. He also discussed the possibility of a bike route and lane on Luxmore Street to get to the Miners Memorial Heritage Park. There was consensus to recommend to the City Commission to widen Luxmore Street to allow for a bike route and bike lane.

      II. Strategy 5.4(a) Update and Implement the Master Plan for Miners Memorial Heritage Park – Kostelnik.
         a. Kostelnik updated the Committee on the development of the Master Plan. The Committee asked when the draft plan would be made public as it has been over a year since the planning process started.

      III. Strategy 5.4 (b) Continue Implementation of the existing Depot Park Master Plan – All Members.
         a. Director Brown updated the Committee on the equipment being installed.

      IV. Park Action Plan.
         a. Playground north of US Hwy 2 – Anderson, Davey, True.
            1. Director Brown stated that he was successful and had a positive conversation with a property owner to develop a playground North of the highway.
         b. Establish Community & Flower Gardens + Art (School) – Wamhoff.
            1. Nothing to update.
         c. Implement Bike Routes on City Streets (Stripe/Sign) – Anderson, Davey, Kangas, True.
            1. Luxmore St.
            2. Bike route Signs

i. Director Brown talked about the opportunities to stripe for bike lanes and indicated that signing is a more cost effective option.

d. Mt. Zion Improvements – Anderson, Davey, Kangas, True.

1. Anderson updated the Committee and stated that there is a grant through SISU Ski Fest that could go toward deck improvements on Mt. Zion

   Motion by Anderson to submit a grant application for $1,000 to go toward a $5,000 deck on top of Mt. Zion. **Second** by Davey. **Motion carried 5 to 0.**

D. Grant Status:

I. Depot Park: Director Brown stated that the park will be in place next month.

II. Curry Park: Director Brown stated that Lindquist Electric has started and that the project will be done in June.

9. Other Business:

10. Next Meeting: June 6, 2016 at 5:30 p.m.

Adjournment: **Motion** by Anderson to adjourn the meeting. **Second** by True. **Motion Carried 5 to 0.** Adjournment at 6:49 p.m.

Respectfully Submitted

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Sam Davey, Chair

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Tim Erickson, Community Development Assistant

CITY OF IRONWOOD

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"Live Where You Play"

Authority, Committee, Commission or Corporation Meeting Protocol Training

What's required?

1. Member attendance is required each month, located in the Women's Club room of the Ironwood Memorial Building.
    a. Downtown Ironwood Development Authority (DIDA) meets the 4th Thursday of each month at 8:00am.
    b. Parks & Recreation Committee (Parks & Rec) meets the 1st Monday of the month at 5:30pm.
    c. Ironwood Economic Development Corporation (IEDC) meets the 1st Wednesday of each month at 10:00am.
    d. Planning Commission meets the 1st Wednesday of each month at 5:30pm.
2. If you miss more than 3 meetings within the year, the Authority, Committee, Commission or Corporation, may choose to replace you with a different applicant.
3. If you know that you aren't able to make the meeting, follow up with the Community Development Assistant
    a. Tim Erickson; Phone: (906) 932-5050 ext 125; Email: ericksont@cityofironwood.org
4. You will receive the Agenda by email, which includes the previous meeting minutes for you to review and print, for the next meeting.
5. Each member of the DIDA and EDC is assigned a specific section of the City for business retention services.
    a. You will be in charge of reporting relevant information to assist businesses and report information back to Community Development Staff.
        i. Questions to ask will be provided to you in a binder.

What's expected during a meeting?

1. Each member must be prepared for the meeting, having read the meeting minutes provided in the Agenda packet.
2. If you have an item to add to the agenda, report this to Community Development Staff at least 48 hours in advance. You can also bring up the topic in Other Business, toward the end of the meeting.
3. If you need additional information on a topic not on the Agenda, please discuss with the Community Development Director, prior to the meeting.
4. Each member must consider all sides of the argument and make an informed decision that is best.
5. When on a topic, a member can make a motion based from the topic. When someone makes a motion, a different member must support in order for the motion to proceed. If the motion gains support then the Chair will ask who supports by "I" or who doesn't support by "Nay"
6. Each year a new Chair (President) and Vice-Chair (Vice-President) will be selected. The Chair will run the meeting along with the Community Development Director. If the Chair is absent, then the Vice-Chair will run the meeting.
7. Be involved in projects outside of the meetings. Each Authority, Committee, Commission or Corporation each have many projects and purposes. City staff needs your help to make these plans and projects come to fruition; be involved, city staff can't do it alone.