

**MINUTES OF SPECIAL MEETING
OF THE CITY OF SAGINAW
RECREATION AND PARKS ADVISORY BOARD
HELD AT THE CITY OF SAGINAW CITY HALL
333 W MCLEROY BOULEVARD
SEPTEMBER 26, 2022**

Present at the Meeting:

Member	Place No. 2	Janelle Young
Member	Place No. 3	Brandi Coble
Member	Place No. 4	Wayne Giles
Chairman	Place No. 5	Brack St. Clair
Communications Manager		Pedro Zambrano
Director of Public Works		Randy Newsom
Planning Manager/Recording Secretary		Susy Victor-Trevino
Streets and Parks Manager		Paul Wrzesinski

Absent from the Meeting:

Member	Place No. 1	Charity Deville
Vice Chair	Place No. 6	Ronda Nyberg
Member	Place No. 7	Thomas Weaver

Visitors at the Meeting:

David Sanderson
Fred Stewart
Jason England
Katherine Utecht
Kelly Stewart
Laura Presley
Patrick McKinley

The quorum for tonight's meeting consists of Chairman St. Clair, Members Young, Coble, and Giles.

(1) Call to Order

Chairman St. Clair called the meeting to order at 6:00 p.m.

(2) Roll Call to Establish Quorum

Chairman St. Clair called roll and established a quorum.

(3) Audience Participation

Chairman St. Clair explained the procedure for Audience Participation.

(4) Approval of Minutes

Regular Meeting, May 23, 2022
Regular Meeting, July 18, 2022

A motion was made by Member Coble with a second by Member Young to approve the minutes as presented. Motion carried.

For: Chairman St. Clair, Members Young, Coble, and Giles

Against: None

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

(5) Discussion and Action Regarding Early Weather Warning System

Recreation Services Supervisor, Jason England, introduced the item and briefly explained how the City could benefit from this type of warning software. He then introduced Patrick McKinley, a representative of the company, who gave a presentation about the application and contract details. England and McKinley concluded by answering the Board's questions regarding users and alerts.

A motion was made by Member Coble with a second by Member Giles to approve the purchase of the Early Weather Warning System. Motion carried.

For: Chairman St. Clair, Members Coble, and Giles

Against: Member Young

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

6) Discussion and Action Regarding Future Events

Communication Manager Pedro Zambrano presented information in the members' packet. Zambrano provided details pertaining to the holiday parade and Christmas tree lighting such as public safety, float sign-ups, and an appearance by Santa Claus.

Communication Manager Zambrano explained that the costs of having Claus attend would be two hundred dollars (\$200) and requested that the Board consider purchasing half of the costs of vests for volunteers at two hundred-seventy five dollars (\$275.00), which the Board agreed on. It was also decided that float cut offs would be November 23, 2022 and that during the parade half of the Board will be on the float and the other half would need to judge the floats.

During audience participation, David Sanderson requested that the Board consider the participation of cyclists in the parade and a toy drive for Toys for Tots. The Board thought it would be a good idea but wanted to ensure that public safety was okay with the idea. Communication Manager Zambrano let the Board know he would verify with both the police and fire departments.

A motion was made by Member Coble with a second by Member Giles to approve the expenses for Santa Claus's appearance of two hundred dollars (\$200) and purchasing half of the costs of vests for volunteers at two hundred-seventy five dollars (\$275.00). Motion carried.

For: Chairman St. Clair, Members Young, Coble, and Giles

Against: None

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

(7) Consideration and Action for Approval of a Playground Structure at the New Library Facility

Director of Public Works Newsom introduced the item and explained that there was an interest in adding a playground structure at the new library facility. Director Newsom answered questions the Board had regarding this item.

During audience participation, Kelly Stewart shared that some of the seniors did not want a playground structure to be added to the new library facility and that they prefer a meditation center. She also believed that the funds could go elsewhere. Chairman St. Clair stated that he would feel more comfortable seeing a plan first because he believed the funds could go to another existing park, which the Board agreed on.

A motion was made by Member Giles with a second by Member Young to deny the approval of a playground structure at the new library facility. Motion carried.

For: None

Against: Chairman St. Clair, Members Young, Coble, and Giles

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

(8) Discussion and Action Regarding Food Truck Expansion

Director of Public Works, Randy Newsom, introduced the item and briefly explained that the Food Truck Park's success has led to a need to expand the existing site. He then introduced Laura Presley, land architect from Kimley-Horn, who gave a presentation about the potential food truck expansion. Presley included diagrams and costs of the design for the expansion.

Many Board members had questions regarding the food truck expansion; both Presley and Newsom answered these questions. The Board concluded that they did not agree with the current design and requested that they come back with a more affordable option while also suggesting additional changes.

A motion was made by Member Giles with a second by Member Coble to table the food truck expansion item to a future meeting. Motion carried.

For: Chairman St. Clair, Members Young, Coble, and Giles

Against: None

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

(9) Discussion and Action Regarding IPO for Playground Equipment

Director of Public Works, Randy Newsom, introduced the item and briefly explained the need of the IPO for a playground equipment assessment. He then introduced Laura Presley, land architect from Kimley-Horn, who gave a presentation about the IPO for a playground equipment assessment and details regarding services and costs.

During audience participation, Kelly Stewart shared wanted to know why this assessment is needed now and why it was not conducted during the Parks Master Plan process. Presley explained that the assessment is needed in order to implement the adopted Parks Master Plan; it is not part of the vision process but more so a part of the implementation process.

A motion was made by Member Coble with a second by Member Young to approve the IPO for the playground equipment. Motion carried.

For: Chairman St. Clair, Members Young, Coble, and Giles

Against: None

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

(10) Discussion and Action Regarding the Relocation of Kiwanis Park

Director of Public Works, Randy Newsom, introduced the item and briefly explained the need of relocating the Kiwanis Veteran Memorial Park. He then introduced Laura Presley, land architect from Kimley-Horn, who gave a presentation about the relocation of Kiwanis Park and provided details regarding the design and costs. Presley emphasized that there was a fifty percent (50%) contingency on the provided quote.

Many Board members had questions regarding the design, materials, and costs; both Presley and Newsom answered these questions. Overall, the Board was not comfortable with the proposed design and requested a new design be prepared with an attempt to lower the costs of the relocation. They shared their concerns regarding the benches, landscaping, and flagpoles.

During audience participation, Kelly Stewart shared her concerns that the relocation was quite expensive and focused too much on aesthetics instead of practicality. She was concerned regarding the landscaping and materials of the design.

A motion was made by Member Giles with a second by Member Coble to table the relocation of Kiwanis Park to a future meeting. Motion carried.

For: Chairman St. Clair, Members Young, Coble, and Giles

Against: None

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

(11) Discussion and Consideration of Future Agenda Items

-Voting on purchasing a holiday lunch for Public Works.

-Tabled Items: Food Truck Expansion and Relocation of Kiwanis Park

(12) Report Regarding Park Maintenance Projects

Streets and Parks Manager Paul Wrzesinski reviewed the current projects that were recently completed or in progress.

(13) Discussion Regarding Park Fund Balances and Expenditures

Recording Secretary Susy Victor-Trevino gave a brief overview of the donations, expenditures, and pending transactions for the months of July through August.

(14) Adjournment

A motion was made by Member Coble with a second by Member Giles to adjourn the meeting. Motion carried.

For: Chairman St. Clair, Members Young, Coble, and Giles

Against: None

Absent: Vice Chairman Nyberg, Member Deville, and Weaver

Chairman St. Clair declared the meeting of September 26, 2022 closed at 8:04 p.m.

APPROVED:

Brack St. Clair, Chairman

ATTEST:

Susy Victor-Trevino, Planning Manager/
Recording Secretary