

PARKS, RECREATION AND CEMETERY BOARD AGENDA

Regular Meeting

August 27, 2024 at 5:30 PM



- 1) **CALL TO ORDER**
- 2) **ROLL CALL**
- 3) **APPROVAL OF AGENDA** - Items can be added or deleted from the Agenda by board action.
- 4) **APPROVAL OF MINUTES** - Items can be added or deleted from the Agenda by board action.
- 5) **PUBLIC COMMENT** Persons addressing the board are required to give their name and address for the record when called upon by the Chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes.
- 6) **OLD BUSINESS**
- 7) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**
 - A. **5-Year Parks and Recreation Master Plan Update**
- 8) **RECREATION REPORT**
- 9) **PARKS REPORT**
- 10) **BOARD REPORTS**
- 11) **ADJOURNMENT**



ITEM 7.A

TO: Parks, Recreation and Cemetery Board
FROM:
DATE: August 27, 2024
SUBJECT: **5-Year Parks and Recreation Master Plan Update**

Attached for your review is the DRAFT 2025-2029 Parks and Recreation Master Plan.

RECOMMENDATION:
Review and provide comments.

City of Marshall Parks and Recreation Five-Year Plan



A COMMUNITY AT PLAY



A special thanks to:

CITY COUNCIL

Jim Schwartz—Mayor
Scott Wolfersberger—Council Member Ward 1
Joe Caron—Council Member Ward 2
Jacob Gates—Council Member Ward 3
Theresa Chaney Huggett—Council Member Ward 4
Ryan Underhill—Council Member Ward 5
Ryan Traver—Council Member At-Large

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Carter Bright
Julie Burke-Smith
Timothy Fitzgerald
Aron Hodo
Chris Longyear
Lisa McNiff—Chair
Ian Douglas Stewart
Scott Wolfersberger—Council Liaison
Jim Zuck

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Jim Coury
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Natalie Rector
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Brian Huggett
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Erin Skidmore
Margaret Steele

CITY STAFF

Derek Perry—City Manager
Eric Zuzga—Director of Community Services
Justin Miller—Recreation & Parks Superintendent

MASTER PLAN COMMITTEE

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Introduction

The City of Marshall is pleased to present its Parks and Recreation Master Plan for 2025-2029. It is an exciting time for the City and this plan reflects the aspirations and enthusiasm of the community regarding its parks system. Parks are an essential component of the city's identity and critical to the wellbeing of its residents. This plan focuses on parks and recreation goals for the city of Marshall, with additional priorities outlined that are part of regional initiatives. The Parks & Recreation Master Plan will serve as a guide for budgeting and policy decisions by staff, the Parks, Recreation, and Cemeteries Board, and other relevant city departments. Further, with the adoption of this plan, the City of Marshall is eligible for grant funds through the Michigan Department of Natural Resources (DNR).

Community Description

The City of Marshall is a community of roughly 6,800¹ residents located in central Calhoun County and serving as the County Seat. The city is approximately 6.2 square miles and is located along the interchange of interstate 94 and interstate 69. The city is approximately 50 miles south of Lansing and 40 miles east of Kalamazoo.

Founded in 1830, Marshall was in the running to be the state capital, but lost by several votes to Lansing. The city is home to the "Governor's Mansion" – constructed by the third Governor of Michigan, James Wright Gordon – as well as many other historic 19th century structures. In fact, Marshall's downtown is one of the nation's largest National Historic Landmark Districts.

History is paramount in Marshall. The community's identity is tied to its unique history, from politics to railroads, to even the Underground Railroad. The Marshall Historical Society maintains excellent archives of the city's history and manages several historic museums in the city, including the Honolulu House and the Marshall Historical Museum.

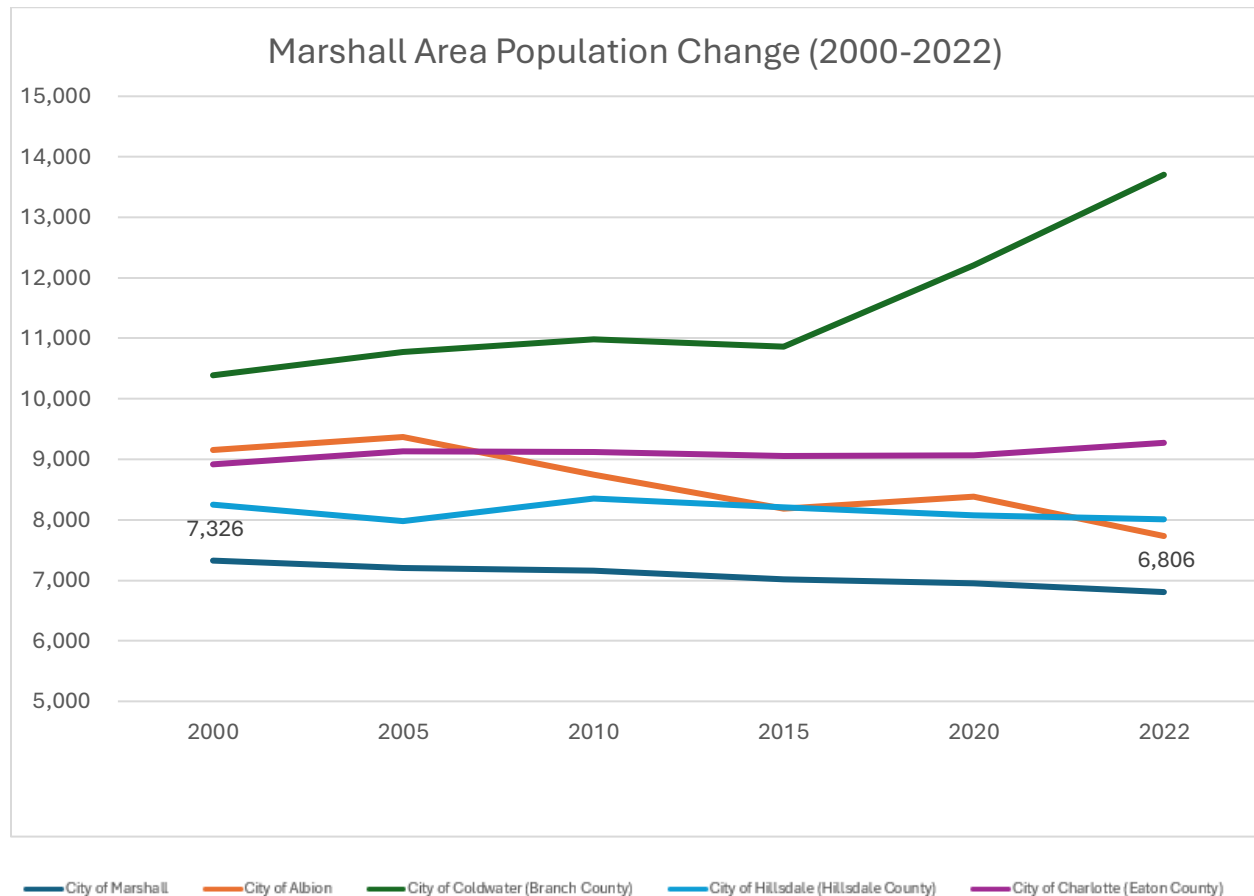
Visitors and residents appreciate Marshall for its preservation of history, but they also visit for splendid access to nature. Marshall is rich in natural amenities, the North Branch of the Kalamazoo River runs through town, as well as Rice Creek and Talmage Creek. The City's parks such as Ketchum Park, Brooks Nature Area, and the Riverwalk attract hikers, bikers, and fishers. The unique natural features and location of Marshall have poised the city to link critical river and trail networks throughout Calhoun County and beyond.

Demographics

When a community is thinking about parks and recreation, it is important to understand who will be using the parks and participating in the programs. Understanding these demographic trends is useful in planning parks and recreation improvements and programs. Is more playground equipment needed or more outdoor exercise equipment for older adults trying to stay active? What about amenities for those with mobility issues? Factors such as the number of seniors or the number of households with families or children at various age brackets play a role in designing park amenities.

¹ U.S. Census Bureau, ACS 2022 5-year.

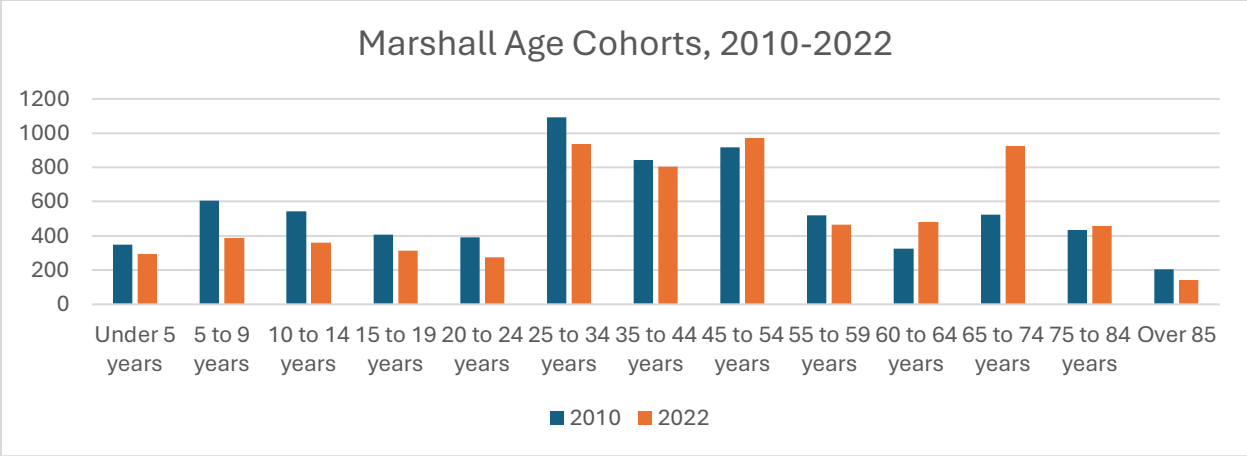
In terms of overall population, Marshall has lost over 500 residents since 2000, going from 7,326 in 2000 to 6,806 in 2022 (-7%). This is greater than Calhoun County’s overall population decline (-3%) over the same period.



However, the number of households in Marshall has grown between 2010 and 2022, going from 2,999 to 3,119. Growth in the number of households while population has declined can be attributed to the large number of Millennials who have come of age in this time period. Many have left a shared house with roommates or moved out of their parents’ homes, creating more households. The size of these households are smaller, however; **the average household size** in 2010 was 2.39 people, compared to 2.14 people in 2022.

Households have also changed in their age composition. As is the case across the country, Marshall’s population is **aging**. The number of young children, teenagers, and high schoolers in Marshall (those 19 years or younger) has declined by about 29% since 2010, going from 1,904 people 19 or younger in 2010 to 1,355 in 2022. Only one out of five households in Marshall have children under 18.

The number of retirement-age residents in Marshall has increased by 31% in that same time period. By way of comparison, the number of retirement-age residents in the State of Michigan increased roughly 36% between 2010-2022.



Disability is another important consideration when it comes to planning parks and recreation facilities and programming. In Marshall, approximately 11.9% of people identify as having a disability, including 4.5% of children ages 17 and under. This is a lower level of overall disability when compared to Calhoun County and the state of Michigan, which both have approximately 14.3% of the population living with a disability. Marshall’s percentage of children living with a disability is comparable to Michigan’s (4.8%) but higher than Calhoun County (3.7%).

Administrative Structure

Advisory Boards

Parks, Recreation & Cemetery Board

The Parks, Recreation & Cemetery Board is comprised of eight members, including one liaison to the City Council. Appointed by the Mayor, board members are comprised of City and/or Township residents, serving three-year terms. The board acts in an advisory capacity to the City Council and staff, aiding in the formulation of rules, regulations, and policies. The Board informed the creation of the Parks & Recreation Plan by holding three meetings – one kick-off discussion, one meeting to review the draft plan, and one to recommend the plan.

Brooks Nature Area Advisory Board

The Brooks Nature Area Advisory Board is responsible for the promotion, protection, and development of the 189-acre nature preserve which was established as a City Park in 2006. The Board is comprised of seven members which serve two-year terms. The Advisory Board is currently updating its Five-Year Management Plan. Additional details can be found in Appendix E.

Marshall Area Farmers Market Advisory Board

This Advisory Board was established in 2014 to oversee the promotion and development of the Marshall Area Farmers Market, which has been in operation since 2002. The Board is comprised of 10 members plus a City Council Liaison and Staff Liaison.

Staff

Community Services, Parks Department, Recreation Department, and Department of Public Works

Three city departments are involved in the maintenance and programming of parks and recreation in the City of Marshall: the Parks Department, the Recreation Department, and the Department of Public Works (DPW). The Parks & Recreation Superintendent directs both the Parks Department and the Recreation Department, and reports to the Director of Community Services. While these departments are distinct operating units, a collaborative working environment allows for the sharing of staff, equipment, and expertise as needed.

The Parks Department currently has **XX** employees and is financed through the General Fund. Over the past few fiscal years, the budget for the Parks Department has been between \$90,000 and \$130,000, with a five-year average of approximately \$105,000. The current adopted budget, historical expenditures, and requested budget for fiscal year 2025 have been included in Appendix A.

The Department of Public Works currently has **eight full-time employees and nine seasonal part-time employees**. All positions are financed through the General Fund. DPW is responsible for maintaining parks facilities and reports to the Director of Public Services.

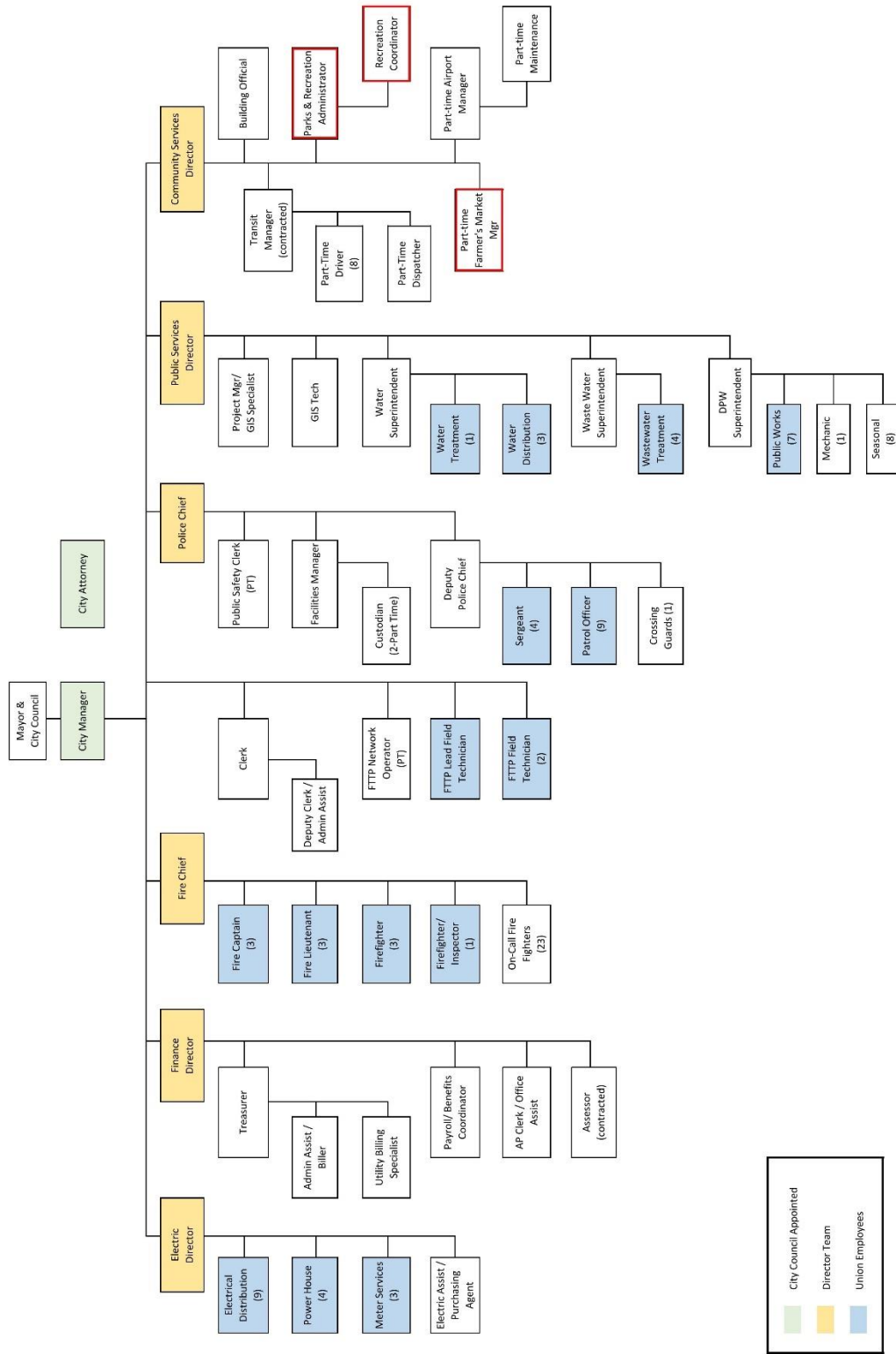
The Recreation Department currently has **three** full-time employees and **eight** seasonal employees. The Department also depends heavily on a strong volunteer base to meet program needs. **Approximately 50 percent of the Department's operations are funded through a 0.9202 voter approved dedicated millage with the other 50 percent generated from user fees.** The Recreation Department budget has fluctuated between \$327,000 and \$433,000 over the last five years, with an average of around \$395,000. The current adopted budget, historical expenditures, and requested budget for fiscal year 2025 have been included in Appendix B.



Figure 1. City of Marshall staff at a park clean-up day on May 24, 2024.

City of Marshall - Organization Chart

Revised 03/28/2024



	City Council Appointed
	Director Team
	Union Employees

Other Districts and Agencies

Marshall Public Schools

The City Recreation Departments relies heavily on Marshall Public Schools for facility use and marketing of the programs offered. The Recreation Department uses many different school-owned facilities throughout the year for both athletics and special events. These includes tennis lessons at the tennis courts, youth and adult basketball leagues and lessons, floor hockey, dodgeball, volleyball leagues and clinics, whiffleball leagues, Tae Kwon Do, and special events such as the Daddy Daughter Date Night and Mother Son Activity nights.

One signature program offered by the Recreation Department is the Summer Fun Playground. This summer kids program is hosted at Hughes Elementary school for eight to ten weeks, Monday through Friday, from 10am-4pm. Marshall Public Schools also allows the Recreation Department to distribute flyers through their Friday folder in the elementary schools. This is an essential partnership for the continued success of the department.

Calhoun County

The City of Marshall has a strong working relationship with Calhoun County. The County has several regional parks, trails, and river projects planned for the coming years, and the City of Marshall is coordinating with the County to align on these initiatives. On August 6th, voters approved a Calhoun County millage for parks. Half of these monies go toward County parks initiatives while the other half are allocated to local units based on population size.

Volunteers

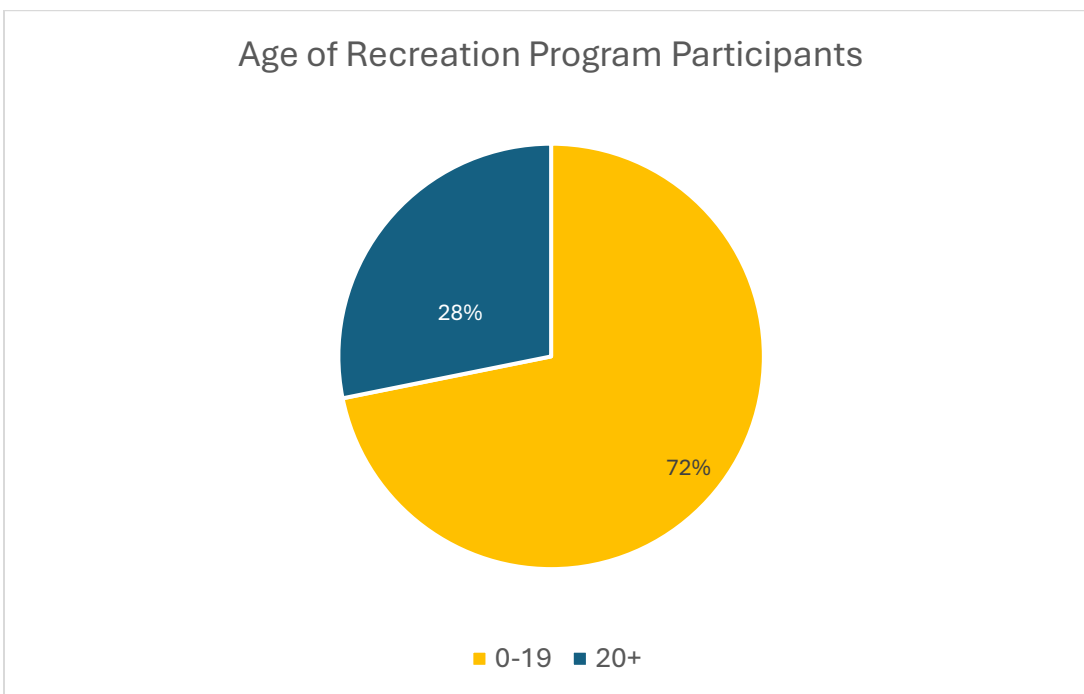
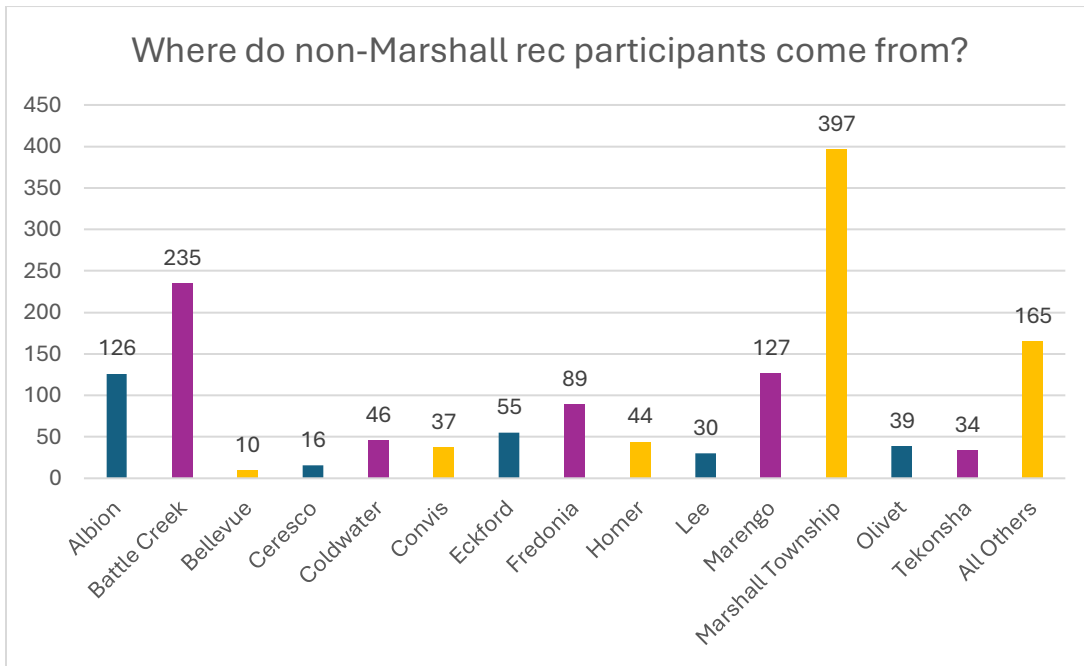


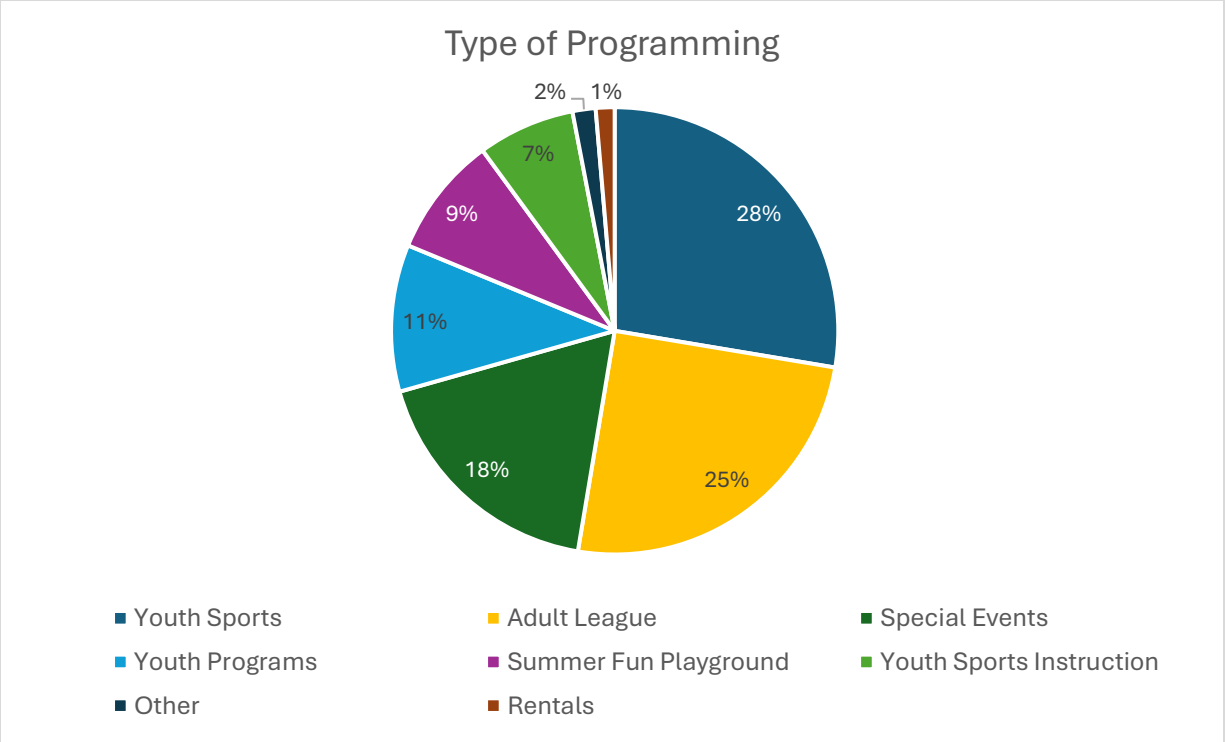
Figure 2. Members of Marshall Rotary Club came out on a beautiful sunny day to meet at the newly finished Ketchum Park Rotary Bridge. Jake Andrews and John Farnham, (far left front row) from Marshall City Facilities Department have replaced old and dangerous boards on the Rotary Bridge. Rotary is grateful for the new and safe bridge. May 8, 2024.

The Parks and Recreation Departments rely heavily on the time of valued volunteers to conduct their activities. Starting in May 2010, the Adopt a Park Program has worked with the Department of Public Works to improve the park system by encouraging community groups to take an active role in the care of our parks. The program has four main objectives: reduce litter, enhance the environment, beautify parks, and foster broad-based community support for Marshall's parks. The program includes 16 locations throughout the city eligible for adoption. Each location has specific needs such as litter control, landscaping needs, routine maintenance, facility and equipment improvement, and other improvements that the groups are willing to sponsor. Groups commonly involved are the Marshall Rotary Club, Ketchum Park Advisory Committee, Boy and Girl Scouts troops, and more.

Recreation Programming

For a community of its size, Marshall has a robust portfolio of recreation programming, attracting attendees from across Calhoun County of all ages. In 2023, 3,053 people registered for Recreation Programming. Of those, roughly 53 percent were residents and 47 percent were non-residents. Participants come from as far as Olivet and Coldwater to participate in Marshall’s recreation programs and leagues. The graphs below tell the story of who attends Marshall Recreation Programming.





The Marshall Recreation Department maintains a separate website from the general City of Marshall website and keeps an active Facebook account with over 3,800 followers.

ADD MORE INFORMATION ON REC PROGRAMS HERE.

Recreation Inventory

Per the City of Marshall Code of Ordinances, Chapter 91. Parks and Recreation, there are eight properties designated as city parks in the City of Marshall:

- Carver Park
- Brooks Memorial Fountain Park
- Marshall Athletic Fields
- Ketchum Park
- Stuart Landing and Millpond Park
- The Brooks Nature Area
- Shearman Park
- Riverwalk

Additionally, the following locations serve as important parks and recreation spaces:

- Allcott Park
- Grand Street Park
- Peace Park
- Garvin Park
- Cook Property
- Marshall Area Farmer's Market
- Calhoun County Fair Grounds

And lastly, the following school-owned facilities are places of recreation for the community:

- Gordon Elementary School
- Walters Elementary School
- Hughes Elementary School
- Marshall Middle School
- Marshall High School
- Marshall Academy
- Mar-Lee School

Parks and Open Space

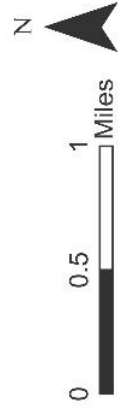
City of Marshall, MI

Parks and Open Space

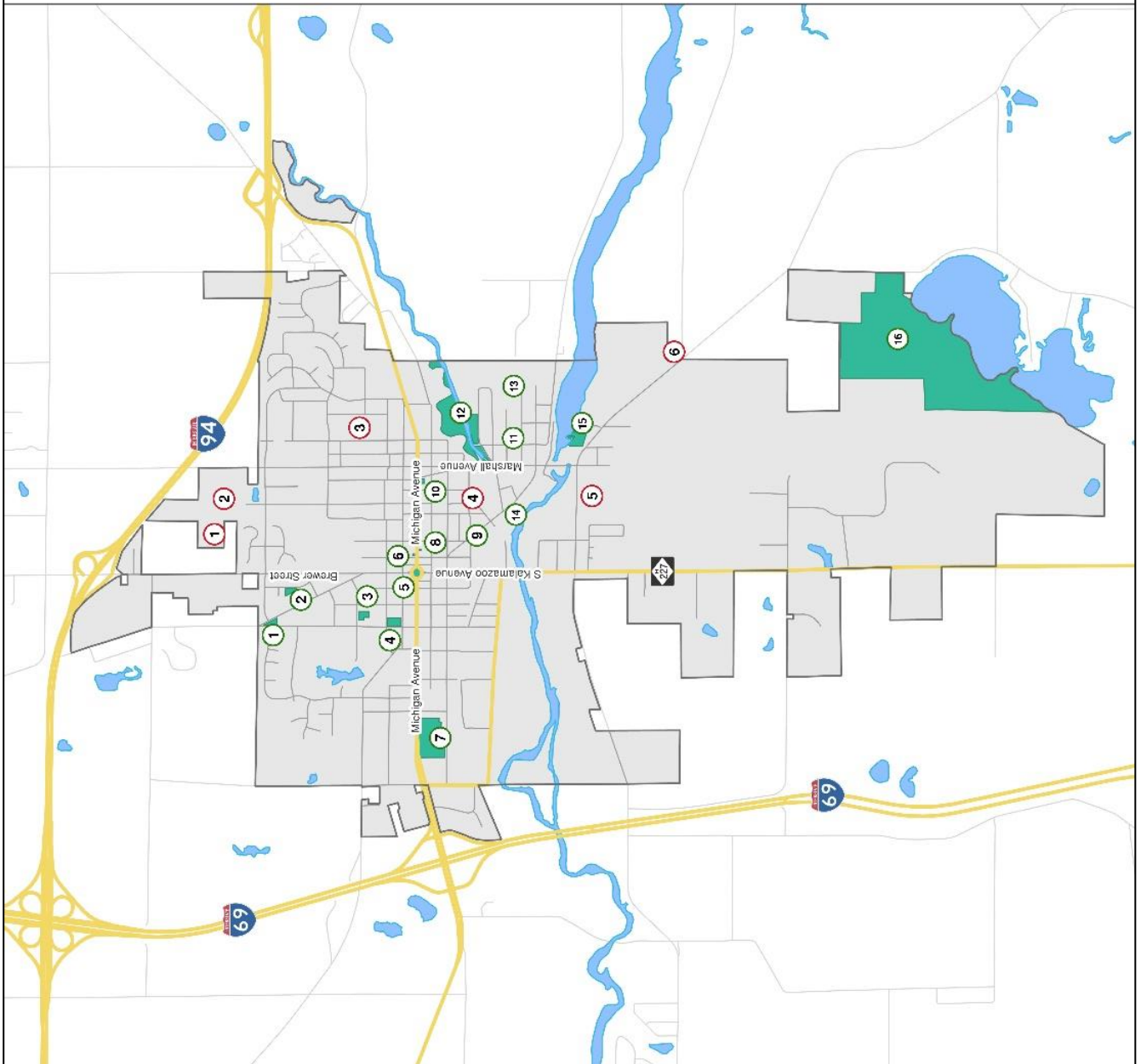
- 1 Cook Park
- 2 Alcott Park
- 3 Garvin Park
- 4 Shearman Park
- 5 Brooks Memorial Fountain Park
- 6 Grand Street Park
- 7 Marshall Athletic Sports Complex
- 8 Peace Park
- 9 Farmer's Market (Summer)
- 10 Glen Carver Memorial Park
- 11 Farmer's Market (Winter)
- 12 Ketchum Park
- 13 Calhoun County Fairgrounds
- 14 Riverwalk
- 15 Stuart's Landing
- 16 Brooks Nature Area

Schools

- 1 Walters Elementary School
- 2 Marshall High School
- 3 Gordon Elementary School
- 4 Marshall Middle School
- 5 Hughes Elementary School
- 6 Marshall Academy



Data Source: City of Marshall, 2024, Michigan Geographic Data Library, 2024, Progressive Companies, 2024.



Accessibility Assessment

The inventory that follows details geographic and operational information for each park, along with an accessibility assessment based on the 2010 ADA Standards for Accessible Design. These standards address design elements such as the width and slope of walkways, the size of print and pictures in interpretive signage, the height of observation decks, and the presence of curb cuts and ramps that connect to pedestrian infrastructure.

Marshall's parks were rated based upon the ranking system below:

- 1 = none of the facilities/park areas meet accessibility guidelines
- 2 = some of the facilities/park areas meet accessibility guidelines
- 3 = most of the facilities/park areas meet accessibility guidelines
- 4 = the entire park meets accessibility guidelines
- 5 = the entire park was developed/renovated using the principals of universal design

Parks in the Charter

Carver Park



Carver Park, located near the intersection of East Michigan Avenue and Exchange Street, is the focal point of the east end of the Central Business District. The park is roughly a third of an acre and centers around a lighted fountain. Benches and landscaping frame the fountain in all directions. The park also features seasonal art exhibits and a drinking fountain. It is used for a number of activities and festivals and has been adopted by the Marshall Garden Club who maintains the plantings in the large flower gardens.

- 0.3 acres
- Accessibility assessment score – 4

Brooks Memorial Fountain Park



Brooks Memorial Fountain Park is located in the center of the traffic circle at West Michigan Avenue and Kalamazoo Avenue and serves as the gateway to downtown Marshall when coming from the west. The white pillared fountain at the center of the park was a gift from revered Mayor Harold C. Brooks (1925-1931) in memory of his father, Charles Esselstyn Brooks. Mayor Brooks dedicated the fountain on April 26, 1930.

According to the survey as part of this planning effort, Brooks Memorial Fountain is the most visited park in Marshall. Amenities include a lighted fountain, park benches, and trash receptacles. Beginning in the Summer of 2018, a local group, “The Youngish Professionals” began using this park for an outdoor concert series multiple times during the summer. The “Fridays at the Fountain” program is a highlight of the summer for residents and visitors of all ages in Marshall. Currently, the park is adopted by the Marshall Area Garden Club who plant and maintain the flower gardens that greet the community and visitors from all directions. Incorporated into the City’s seal, the Brooks Memorial Fountain is a cherished symbol of the community.

- 1 acre
- Accessibility assessment score – 3

Marshall Athletic Fields



The Marshall Athletic Field Complex is a four-acre facility located on West Michigan Avenue. Amenities include four lighted baseball/softball diamonds with electronic scoreboards, three lighted sand volleyball courts with a covered pavilion, two basketball hoops, and a playground. A concessions building with restrooms is located at the northeast corner of the site. Paved, accessible pathways connect the many amenities of the complex to each other and to the 200-sapce asphalt parking lot.

With vigilant planning and scheduling, Marshall Recreation Department programs such as men’s softball, women’s softball, co-ed softball, youth pitch baseball, girl’s pitch softball, supervisor pitch baseball, coaches pitch baseball, coaches pitch girls’ softball, and t-ball call the Athletic Field Complex home.

The Marshall Athletic Field Complex is also available for rent to outside sprots leagues. The Recreation Department reports approximately 1,500 visitors from renting activity. The Athletic Field Complex is open from April through October.

- Roughly 13.2 acres
- Accessibility assessment score – 3

Ketchum Park



Ketchum Park is a 25-acre facility located on the north and south sides of Rice Creek, from South Marshall Avenue to the eastern City limits. The Mill Race divides the park into what is known as North and South Ketchum. The north and south sections are connected by a pedestrian bridge, donated by the Marshall Rotary Club. This park is a favorite spot in the community and is used extensively for family reunions, company outings, birthday parties, and even the occasional wedding.

North Ketchum includes a small picnic shelter, picnic grills, picnic tables, restrooms, a play structure, and a 100' x 100' skate park. In December of 2011, the City of Marshall was awarded a grant in the inaugural year of the Passport Grant Program from the Michigan Department of Natural Resources. Funds were used for the installation of new doors and time locks on the restrooms, park signage, and paving of the north parking lot.

South Ketchum features a large pavilion, picnic grills, picnic tables, a drinking fountain, the Kids Kingdom playground, and restrooms. Kids Kingdom was the result of a volunteer-led fundraising campaign which featured a design contest with local students. It was constructed in 2005. Most recently, in 2020, the Cronin Millrace Pavilion was constructed, in accordance with the 2018 Ketchum Park Master Plan. Located near the park entrance, the pavilion features a gas fireplace and picnic table seating.

- 25 acres
- Accessibility assessment score – 3

Stuart Landing and Millpond Park



Stuart's Landing and Millpond Park is located on the south side of the Kalamazoo River, near Homer Road. This two-acre park includes paved parking, restrooms, picnic tables, grills, benches, fishing dock, boat launch, gazebo, and the Frances Stevens Stuart Band Shell. The park was originally developed and donated to the City of Marshall by the Stuart Family. Stuart's Landing is the eastern terminus of the Marshall Riverwalk. Plans for an enhanced canoe livery were developed in 2021. The full design can be found in Appendix H.

- 2 acres
- Accessibility assessment score – 4

The Brooks Nature Area



The Brooks Nature Area (BNA) is located along the shores of Upper and Lower Brace Lakes. Established as a city park on April 17, 2006, the City has owned the property since 1969 when it was acquired from L. Alta Brooks, widow of Louis Brooks. Native prairie has been reestablished in an 88-acre section of the BNA through a partnership between the City of Marshall and the US Fish and Wildlife Service. Wildlife food plots are planted annually in four one-acre sections. The remaining 97 acres in the park feature hedgerows, wetlands, and wooded areas, and offers picnic tables, scenic overlook benches, and bird houses. The Brooks Nature Area Advisory Board oversees the park and advises staff on improvements. In 2017, Eagle Scout Joshua Kilbourn constructed a bathroom. Most recently, a scenic overlook on Brace Lake has been constructed to view numerous bird species throughout the year. The Five-Year Management Plan for the Brooks Nature Area can be found in Appendix E.

- 185 acres
- Accessibility assessment score – 3

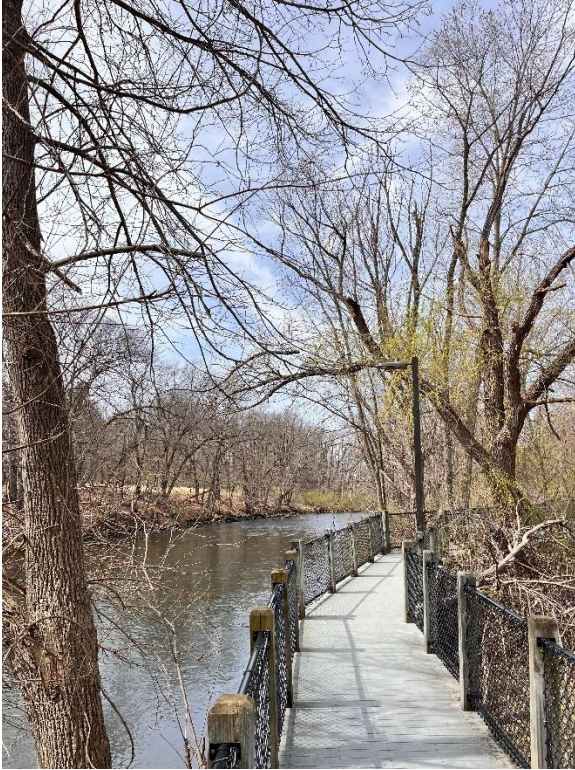
Shearman Park



Shearman Park is the newest park in the Marshall Parks system. Formally the site of Shearman School, the school was demolished in 2011 and redeveloped into a city park. The Shearman Neighborhood Committee was instrumental in the development of the park. The park currently houses a covered pavilion with picnic tables, a play area, and an ice-skating rink in the winter. Contributions from the Marshall Community Foundation made improvements to the park possible.

- 1.5 acres
- Accessibility assessment score – 2

Riverwalk

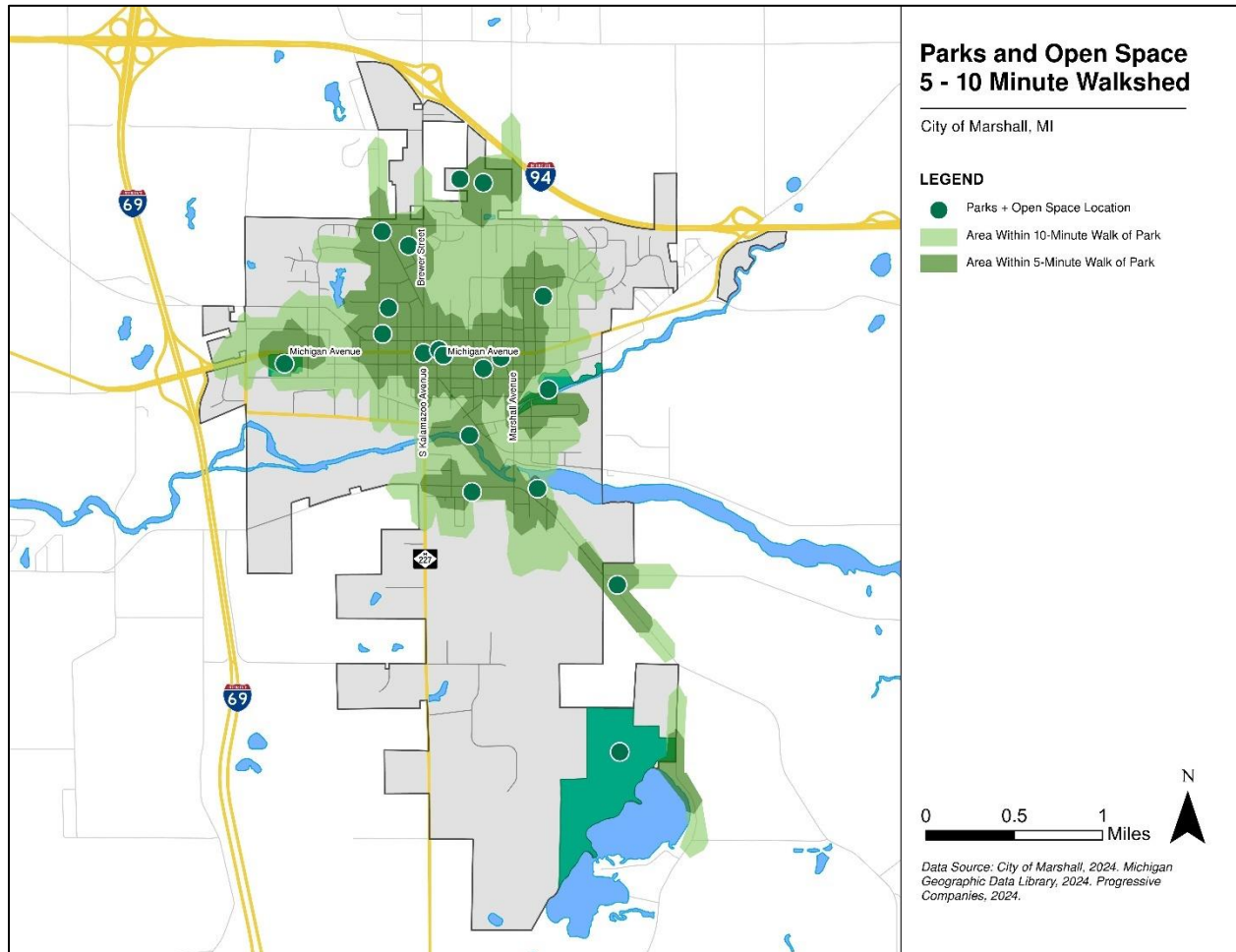


The Riverwalk is the second most visited park in Marshall, according to the community survey. The Riverwalk consists of 1.5 miles of elevated boardwalk, a paved pathway which includes five pedestrian bridges, boat and canoe launches, and scenic overlook areas. The Riverwalk follows both Rice Creek and the Kalamazoo River extending from Stuart's Landing to South Kalamazoo Avenue. The City of Marshall utilized Natural Resources Trust Fund Grants for this project. The Riverwalk is part of the North Country National Scenic Trail, Iron Belle Trail, and Great Lake to Lake Trail.

Despite the Marshall Riverwalk meeting 2010 ADA standards, due to maintenance issues, it is currently falling short of accessibility standards in some sections. Renovations to the Riverwalk are already allocated in the Capital Improvement Plan for 2024-2030 and construction is set to begin later this fiscal year. Plans for the extension of the Riverwalk in both directions are shared in the Goals and Objectives section of this Plan.

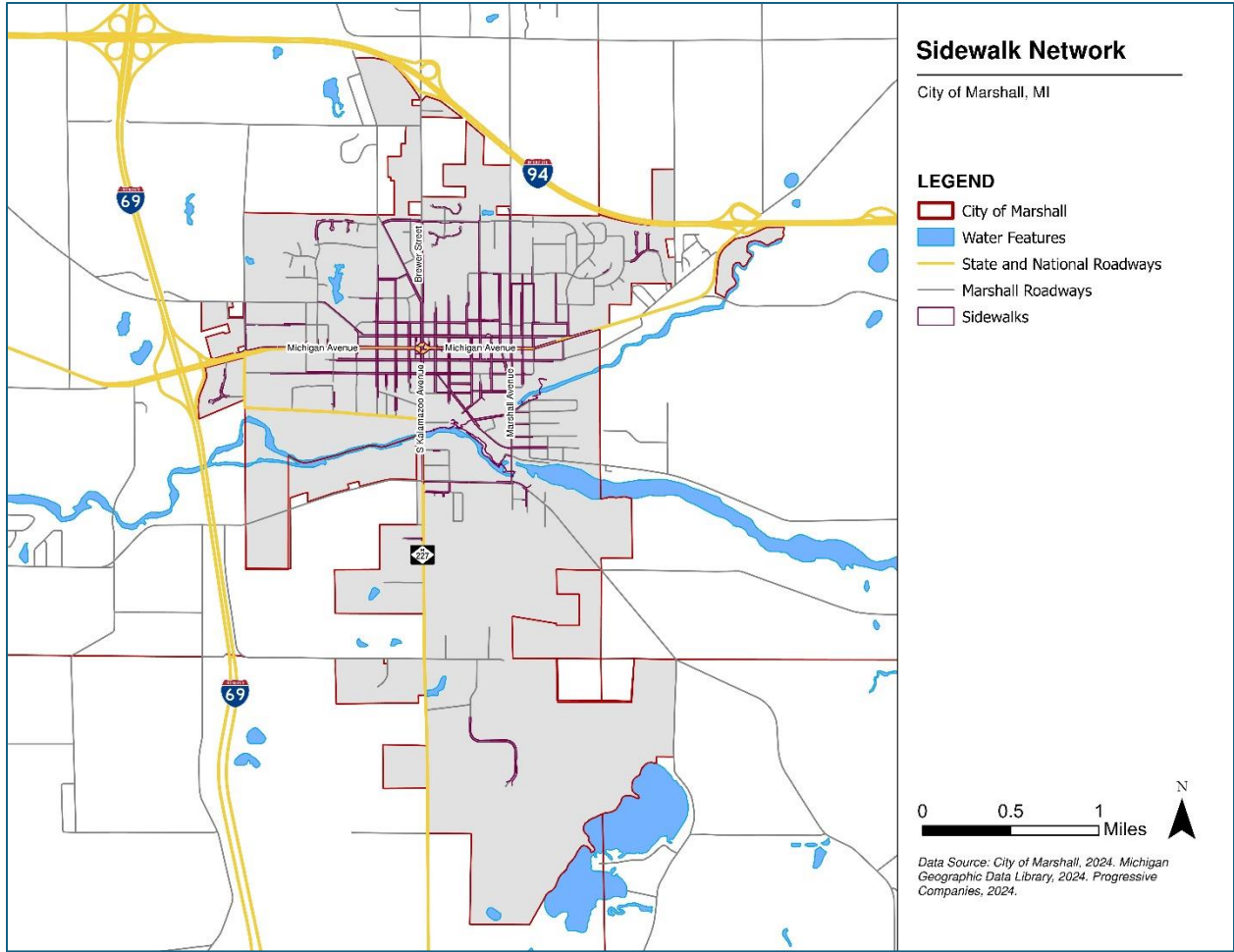
- 1.5 miles
- Accessibility assessment score – 5*

Access to Parks



While Marshall is home to many parks for a city of its size, they are not distributed evenly throughout the city. The map above shows the areas that are within a five-minute and ten-minute walk from Marshall parks and natural areas. These times translate to roughly a quarter mile walk and a half-mile walk, respectively. Schools with playgrounds are also included in the map.

As the map shows, most of Marshall's residential areas are within walking distance of a neighborhood park or recreational access point. However, some of the community's most notable parks and recreation assets like Brooks Nature Area and Ketchum Park are relatively isolated from the core neighborhoods and downtown.



While sidewalk connectivity in Marshall is generally strong, there are significant gaps in the system. Some parks and recreational assets are located in areas where a simple sidewalk is not enough to create safe, comfortable access. Improvements to the non-motorized connections to parks and other assets in the community is a priority of the non-motorized transportation plan that will be incorporated into the city’s 2025 Master Plan update.

Other Parks and Facilities

Allcott Park



Allcott Park is located on the north side of town, off of Allcott Avenue. Largely unimproved, this park has open green space and soccer nets.

- 0.9 acres
- Accessibility assessment score – 1

Grand Street Park



Grand Street Park is located in downtown Marshall on the north side of Michigan Avenue at Grand Street. The Park features two shaded tables and the iconic M-A-R-S-H-A-L-L mural. The Park is a small 2,613 sq. ft. but offers a place for respite in the bustling downtown.

- 0.06 acres
- Accessibility assessment score – 5

Peace Park



Peace Park or Sister City Park is another parklet located in downtown Marshall. Just 1,742 sq. ft., the park features a path, benches, and landscaping. A new series of murals was dedicated in 2019 by the Marshall Sister City Committee.

- 0.04 acres
- Accessibility assessment score – 3

Garvin Park



Garvin Park is a neighborhood park located on the south side of Union Street between Linden Street and Mulberry Street. The park features a few benches and interpretive signs.

- 1.15 acres
- Accessibility assessment score – 1

Cook Property



The Cook Property is an unofficial park in the City of Marshall on the northwest side of town. Triangular in shape, the property is largely an unimproved field. Given the lack of parks on the city's northwest side, improvements to this neighborhood park could be an equitable investment.

- 0.67 acres
- Accessibility assessment score – 1

Marshall Area Farmers' Market



The Marshall Area Farmers' Market has operated in downtown Marshall since 2002, bringing fresh produce, meat, baked goods, flowers, and beyond to Marshall's citizens and visitors. In the summer, the market operates from the parking lot at 125 W. Green St. The lot is improved with a

small permanent shed and vendors set up throughout the lot. During the winter months, the market operates out of the B.E. Henry Building at 615 S. Marshall Ave. Market days are on Saturday.

- 1.1 acres
- Accessibility assessment score – 3

County Fairgrounds



As the county seat, Marshall is home to the Calhoun County Fairgrounds. The fairgrounds are located in the southeast section of the city and feature a 2,400-seat grandstand, stage, historic church, camping facilities, and a half mile horse track. The fairgrounds hold events throughout the year and boasts being Michigan’s oldest fair, starting in 1839.

- 45 acres
- Accessibility assessment score – 2

School-Owned Facilities

Gordon Elementary School

Gordon Elementary School is eight acres and serves the northeast section of the City. The outdoor recreation area is used year-round, from playground activity in the summer to sledding in the winter. The north side of the school includes multiple climbers and play structures, swings, soccer and softball fields, and balancing challenges. The south side of the school includes two swing sets, a soccer field, and a school age play structure rated for kids 5-12 years. A fenced area geared for kindergarten students contains a geo-climber, swings, and a small play structure. Indoor areas used for recreation include a multi-purpose room and gymnasium.

Walters Elementary School

Walters Elementary School is roughly ten acres and located on the north side of the city adjacent to Marshall High School. The playground is located to the rear of the school and includes a small soccer field with goals surrounded by a paved track, a pre-school age play structure rated for 2-5 years, a garden area with benches, gaga pit, swings, geo-climber, basketball court with two hoops and a school age play structure rated for 5-12 years. Indoor areas used for recreation include a large cafeteria with stage, gymnasium with spectator seating, and a wrestling room. Located just outside the cafeteria is an area with several picnic tables.

Hughes Elementary School

Hughes Elementary School is a seven-acre site located on the south side of the City. To the east of the school building is a small, paved track, soccer field, and basketball court. The south side of the school features two large swing sets, a geo-climber, a “rocket” play structure, and a play structure rated for children 5-12 years. The east side of the school contains an additional large swing set, a basketball court, and a small play structure. Indoor areas used for recreation include a multi-purpose room and a gymnasium with stage.

Marshall Middle School

Marshall Middle School is a seven-acre facility and is located one block south of the central business district. Outdoor areas used for recreation are located on the south side of the school and include a softball field, basketball courts with four hoops, gaga pit, and a large open space. Indoor areas used for recreation include a large cafeteria, auditorium, and a full-size gymnasium with spectator seating and a balcony.

Marshall High School

Marshall High School is a 58-acre site located on the north side of the city. Several recreation leagues utilize the MHS facilities which include ten tennis courts with concessions and restrooms, a three-mile cross country course, an indoor swimming pool, a large cafeteria, and a gymnasium with spectator seating and balcony areas. Facilities used primarily for high school sports include Joe Cooper Baseball Field and Wise Fast-Pitch Field, and a soccer field, football field, weight room, and auditorium.

Marshall Academy

Marshall Academy is a K-12 tuition-free charter public school located southeast of Marshall on Homer Road. While not located within the city limits, the Academy does offer parks and recreation amenities used by the broader Marshall community. The facility is situated on 35 acres and includes open green space, a play structure, a geo-climber, basketball hoop, and a soccer/softball field. The school also has a full-size gym with multi-purpose flooring.

Mar-Lee School

Mar-Lee School is a K-8 tuition free public school located northeast of Marshall on H Drive. The facility is situated on approximately ten acres and includes open green space, play structures and climbers, basketball hoops, a baseball field, and a paved track. Inside the facility is a full-size gymnasium.

Natural Resource Inventory

Waterways

Kalamazoo River



The Kalamazoo River runs east to west through the southern portion of the city. The river is used by residents and visitors alike for canoeing, kayaking, swimming, fishing, and more. There are two public launches located in the City of Marshall, one at Stuart’s Landing and one at the Riverwalk, near the Public Services Building. Saylor’s Landing is another popular launch located just outside the city limits to the west in Marshall Township. The Kalamazoo Watershed Council is a nonprofit entity that works to coordinate governmental units and others in the community to restore and protect the Kalamazoo River.

Rice Creek



Rice Creek flows from northeast corner of Marshall through Ketchum Park and empties into the Kalamazoo River near the Riverwalk. Rice Creek is a designated trout stream and sees fly fishing throughout the year.

Upper and Lower Brace (Stuart) Lakes



Upper and Lower Brace Lakes are located in the southeast portion of Marshall. Upper Brace Lake is roughly 70 acres and features a boat launch on its eastern shore. Lower Brace Lake is approximately 115 acres and 35 ft at its deepest point. Brooks Nature Area is located to the north of Upper Brace Lake. The lakes see swimming, boating, fishing, hunting, and more throughout the year.

Talmage Creek

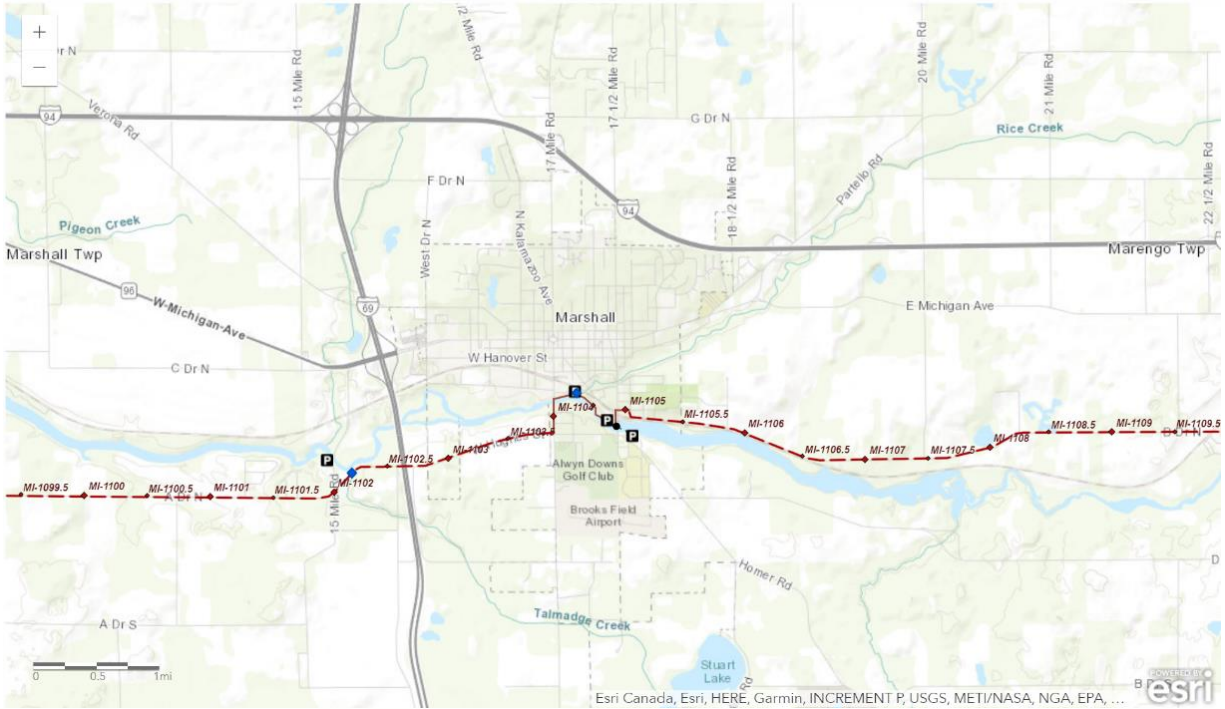


A tributary of the Kalamazoo River, Talmage Creek flows through the southern portion of the city. The site of a devastating oil spill in 2010, the Creek recently received the prestigious Certified Wildlife Habitat from the National Wildlife Federation after considerable remediation efforts.

Trails

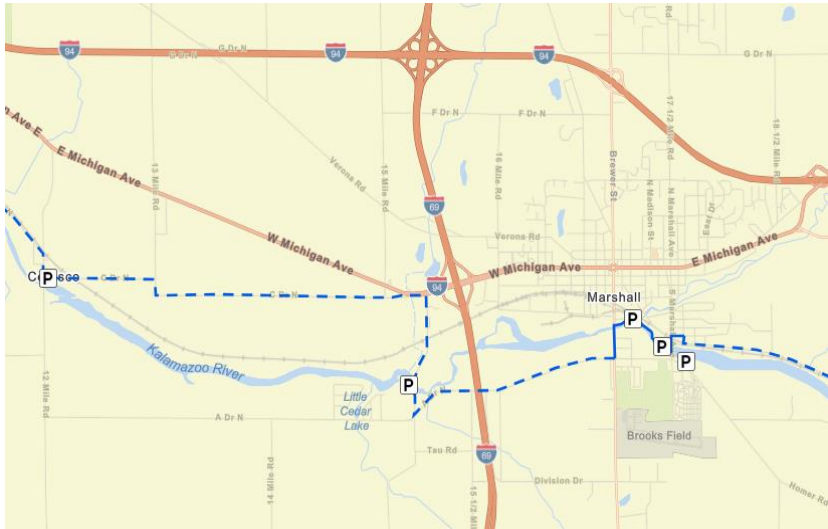
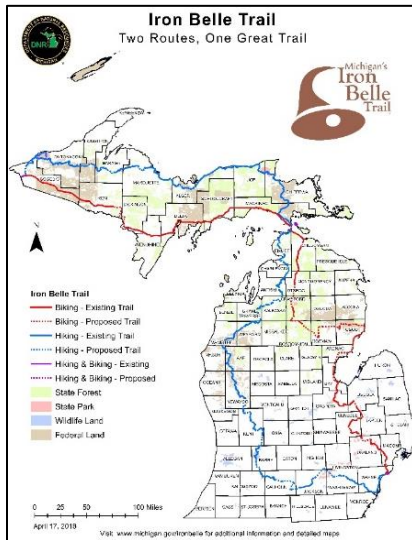
Three major state and national trails run through the heart of Marshall: the North Country Trail, Iron Belle Trail, and the Great Lake to Lake Trail. Details that follow explain the planned routes for the three trails. In the goals and objectives section of the plan, a vision for optimizing the route of these trails through Marshall is shared.

North Country Trail



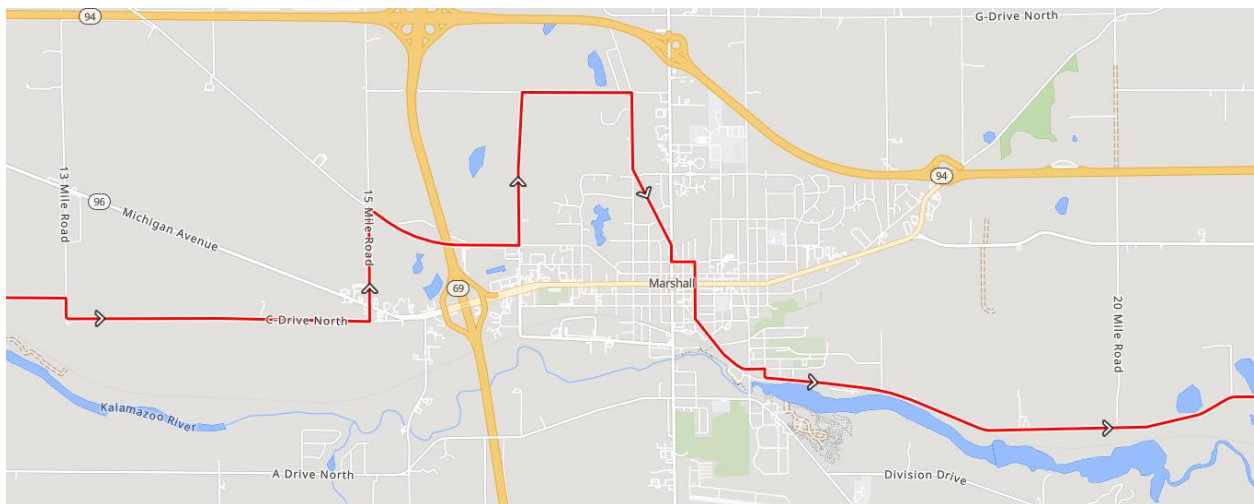
The North Country Trail (NCT) stretches approximately 4,800 miles from Vermont to North Dakota, making it the longest National Scenic Trail in America. Michigan hosts the most North Country National Scenic Trail miles of all eight states: 1,180. The NCT stretches across Calhoun County and routes right through Marshall, running along the Kalamazoo River as part of the Riverwalk. The full segment of the NCT is not yet constructed. Given the development of the Blue Oval Plant / MAJOR site, the NCT may be routed further north than originally planned into the conservation easement running to the south of the MAJOR campus site.

Iron Belle Trail



The Iron Belle Trail is a dual trail being developed by the DNR. Using existing trail networks and new connections, the Iron Belle Trail extends more than 2,000 miles from the far western tip of the Upper Peninsula to Belle Isle in Detroit. The hiking route crosses through Marshall, south of downtown. Given the development of the MAJOR campus site and the creation of a conservation easement, plans are to route the hiking section further south in this easement. The trail is currently 71 percent completed.

Great Lake to Lake Trail – Route 1



The Great Lake to Lake Trail system is a group of five biking trails that traverse the state of Michigan. Each route connects two of the Great Lakes. Route 1 runs from Port Huron in the east to South Haven in the west and is routed through Marshall. While the trail is routed north of downtown at present, the City of Marshall plans to work with partners such as Calhoun County, the Michigan Dept. of Natural Resources, and Michigan Trails Alliance to route the trail south of the MAJOR site, through the conservation easement.

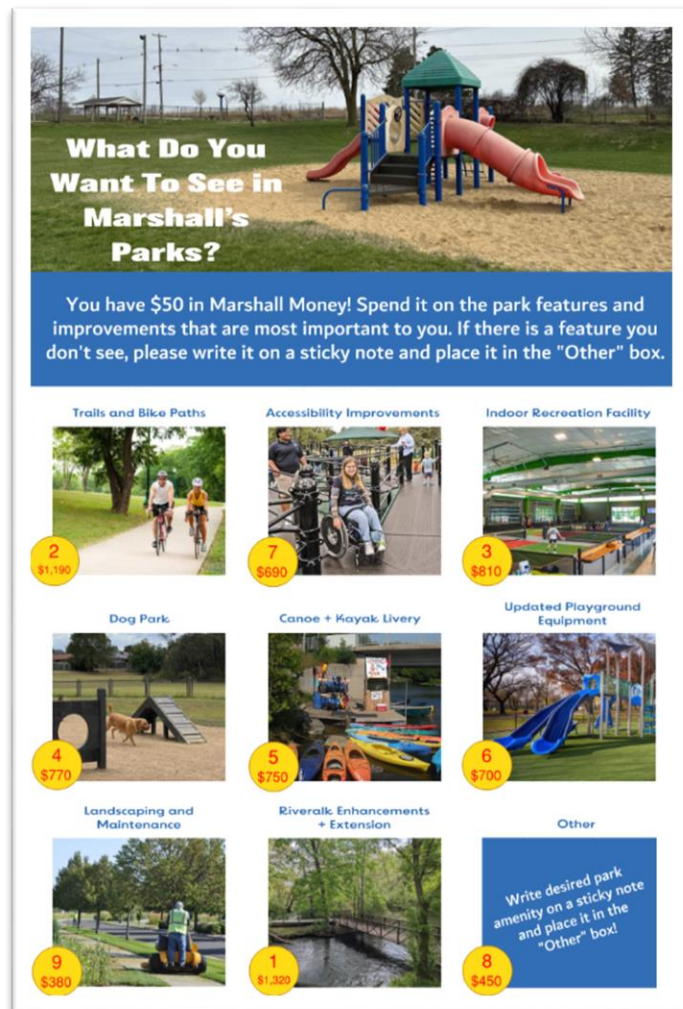
Planning and Public Input Process

The planning process for the Parks and Recreation Plan update began in early April 2024. Staff from Progressive Companies and key stakeholders within the City of Marshall administration met to discuss parks and recreation priorities and to conduct a walking tour of existing parks facilities. A series of focus groups with Marshall area business leaders was held in May 2024 to further explore opportunities and challenges in Marshall as the planning process for the master plan, non-motorized transportation plan, economic development plan, and parks and recreation plan kicked off. The public was engaged on the parks and recreation plan at a series of in-person pop-ups at community events and via an online survey.

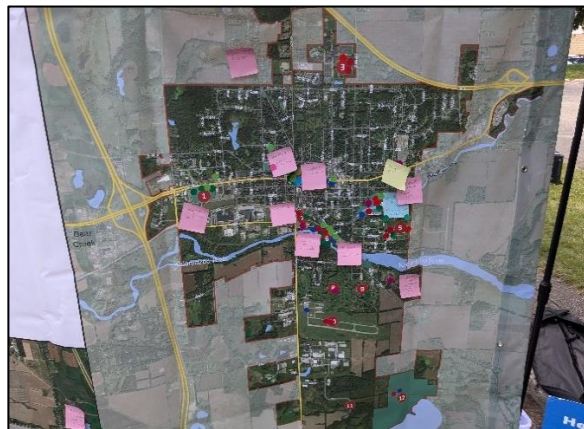
Pop-Ups

The planning team held two pop-ups focused on the Parks & Recreation Master Plan update in July 2024. The first was at a Fridays at the Fountain concert on July 12th, in collaboration with the Youngish Professionals Network of Marshall. A second pop-up was held at the Marshall Area Farmer’s Market on July 13th with the same activities.

Attendees were asked to spend \$50 in “Marshall Money,” allocating their dollars to the parks priorities they cared about most. Eight priorities were identified based on initial survey results and findings from in-person conversations with staff and other stakeholders. Total spending at both pop-ups totaled \$7,060 dollars, meaning around 141 people cast their votes! The top three choices when considering both pop-ups were (1) Riverwalk enhancements and extension, (2) Trails and bike paths, and (3) Indoor recreation facility. Full results are shown on the board used at the event to the right.



Participants were also asked to place colored dots on a large, billboard map of Marshall indicating the places they wanted to maintain and change, and which locations they considered to be quintessential destinations in Marshall. Sticky notes were available so participants could share other thoughts on their choices or ask questions.



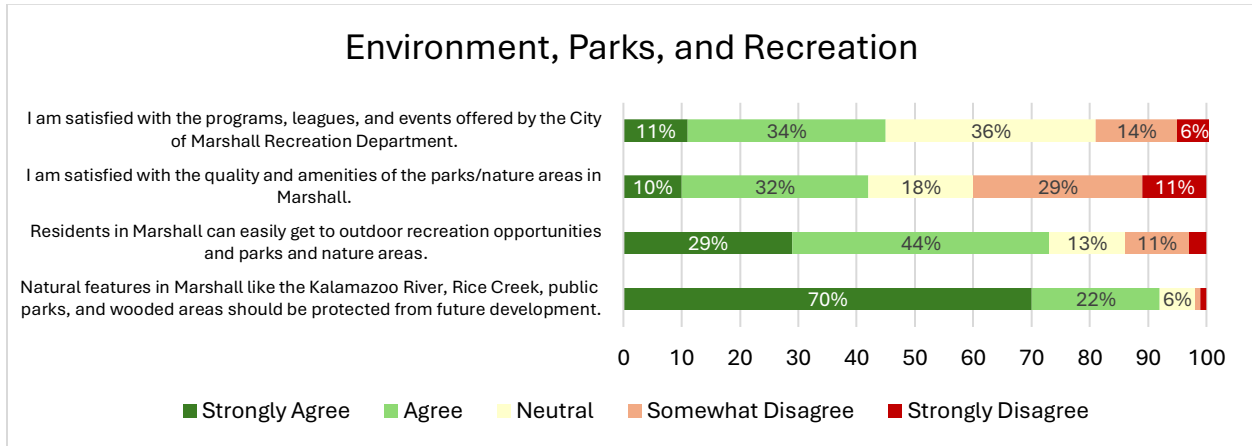
Online Survey

The other key method of public engagement was an online survey running from late June to **mid-September 2024**. The online survey featured 19 questions on a host of topics such as housing, transportation, and parks. Word of the survey was spread through the City of Marshall and Parks Department websites and social media pages. Flyers with a QR code to take the survey were distributed at community events in the summer such as Bluesfest. Additionally, yard signs with



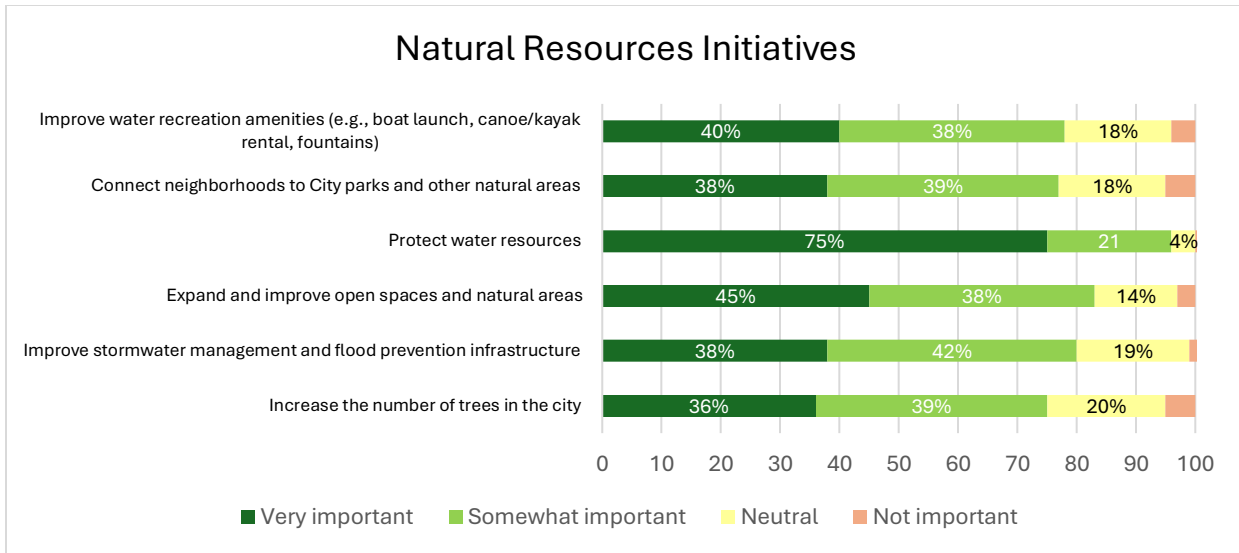
the QR code link to the survey were posted at all city parks to help get the word out.

As of writing, almost 550 people have responded. Questions on parks, recreation, and sustainability priorities were asked, in addition to other questions relevant to the concurrent planning processes for the Master Plan, Non-Motorized Transportation Plan, and Economic Development Plan.

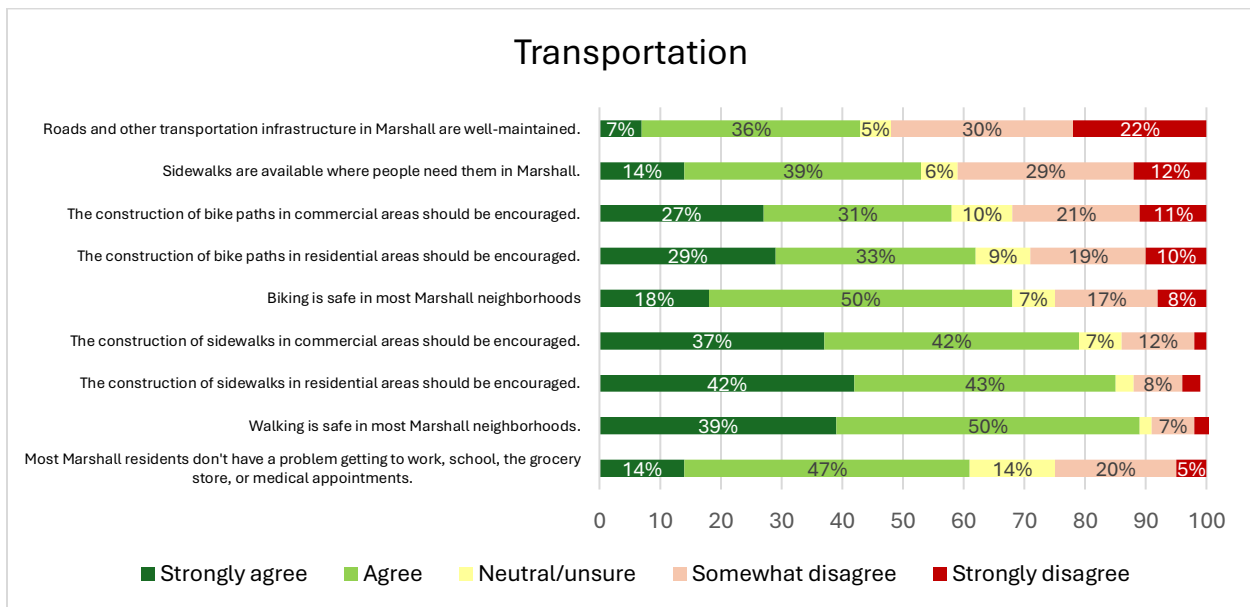


Respondents to the survey strongly support the preservation of natural features in Marshall. 82 percent of survey takers indicated that agreed or strongly agreed with a statement with that sentiment. In terms of access to parks, the majority of respondents indicated that Marshall residents can easily get to outdoor recreation – 72 percent of those surveyed agreed or strongly agreed.

When judging the quality of parks facilities and recreation programming, responses were a bit milder. Only 44 percent of those surveyed agreed or strongly agreed that Marshall recreation programs were satisfactory and only 43 percent of those surveyed agreed or strongly agreed that they are satisfied with the quality and amenities of Marshall’s parks and nature areas. Specific criticisms and suggestions for parks and recreation will be shared later in this section, and were critical in shaping the Goals and Objectives for the Parks and Recreation Plan featured later in this report.



The top natural resources priority for survey respondents was to protect water resources – 96 percent of those surveyed indicated that it was important or very important. The other five priorities all have strong support, with between 75 and 83 percent support.



While this plan will save much of the detailed transportation and mobility analysis to the Non-Motorized Plan, the connection between parks and trails is an important one to incorporate. Based on survey results, the majority of respondents feel walking is safe in most Marshall neighborhoods, at 89 percent. However, just half of respondents (53 percent) believe sidewalks are available where people need them in Marshall, and less than two-thirds believe most residents can get to the places they need to go, such as work and school (61 percent).

When deciding where to locate new sidewalk infrastructure, there was a slight preference for residential areas over commercial. 85 percent of respondents feel sidewalks should be located in residential areas, while 79 percent believe they should be located in commercial areas. A majority

of respondents also believe bike paths should be constructed in Marshall, but the preference is less than for sidewalk constructions. Sixty-two (62) percent of respondents agree that bike paths should be constructed in residential areas while 58 percent believe they should be constructed in commercial areas. Sixty-eight (68) percent of respondents also reported that biking is safe in most Marshall neighborhoods.

One point of contention that arose in the survey data is on the topic of maintenance. Over half of respondents (52 percent) do not believe roads and other transportation in Marshall are well-maintained. The issue of maintenance will come up again when respondents are asked to discuss park improvements. Park and facility maintenance is the number one priority that emerged in the survey. The word cloud below shows the frequency of topics in survey responses.



Maintenance was mentioned 96 times out of the 187 respondents who answered the question on park improvements, or in over half of all responses (51 percent). Of these, 43 people mentioned the riverwalk as a park in need of improvement. The top five park improvements reported in the community planning survey are listed in the graphic below.



Maintenance
96



Riverwalk Repair
43



Trails, walking/bike paths, connectivity
23



Upgraded playground equipment
20



Pool, water park, splash pad
19

Interestingly, although landscaping and maintenance came in last place during the “Marshall Money” exercise at the community pop-ups, it was the top priority identified in the survey. This dichotomy may reflect the conflict that exists within the Parks Department today. Maintaining what already exists is less exciting than a new splash pad or dog park, but maintenance is critical in the image Marshall puts forward to visitors and residents alike. Taking good care of the existing parks system is a top priority in the Goals and Objectives shared later in this report.

Another useful metric ascertained by the online survey was parks usage. The table below shows the frequency with which survey respondents visited Marshall’s official city parks and other associated recreation spaces.

Park	Weekly +	Monthly	A few times	Never	Not sure
Marshall Area Farmers Market	27%	30%	27%	14%	2%
Brooks Memorial Fountain Park	26%	26%	39%	8%	1%
Riverwalk	22%	24%	36%	16%	2%
Ketchum Park	21%	25%	40%	13%	2%
Stuart Landing and Millpond Park	14%	23%	40%	22%	2%
Calhoun County Fairgrounds	6%	19%	59%	13%	2%
The Brooks Nature Area	9%	15%	35%	36%	5%
Marshall Athletic Fields	10%	10%	32%	46%	2%
Shearman Park	5%	10%	22%	53%	11%
Carver Park	6%	6%	33%	44%	11%
Grand Street Park	3%	8%	21%	54%	13%
Allcott Park	2%	5%	16%	59%	18%
Cook Park	1%	4%	12%	61%	21%
Garvin Park	1%	4%	13%	61%	22%

The complete survey with all responses can be found in Appendix J.

Summary of Timeline

The City of Marshall prepared a schedule allowing community member's ample review and input throughout the planning process. The following schedule was proposed:

- April 10 – Kickoff meeting
- May 6 – Focus groups
- June 22 – Public survey goes live
- June 25 – PRC meeting; discussion of plan principles
- July 30 – Marshall Master Plan Steering Committee meeting with presentation of Parks and Recreation Plan community input thus far and draft goals
- August 27 – PRC discussion of rough draft
- September 30 – Public survey ends
- September 24 – PRC recommendation of final draft
- September 25-October 24 – 30-day public comment period
- November 13 – Planning Commission recommendation of Plan
- December 2 – City Commission adoption of Plan

Goals, Objectives, and Implementation

Goal #1. Maintain and enhance existing parks and facilities.



- a. Build in maintenance funds for all new park projects.
- b. Implement a maintenance plan for landscaping, including tree trimming, weed removal, and invasive species control.
- c. Hire XX FTE staff to support maintenance efforts.
- d. Utilize volunteers to maintain existing park facilities.
 - i. Create and maintain page on Parks & Recreation website with current volunteer needs and opportunities for easy coordination.
 - ii. Work with local Girl and Boy Scout Troops, Marshall Rotary Club, Marshall Area Garden Club, Marshall Community Foundation Youth Advisory Council, Marshall District Library, and others to identify appropriate volunteer opportunities.
- e. Identify opportunities for corporate sponsorship opportunities that can help fund park maintenance and improvements.
- f. Complete repairs and renovations to existing facilities, as called for in the Capital Improvement Plan for 2024-2030.
 - i. Riverwalk
 - ii. Kids Kingdom

- iii. Skate Park
- iv. Athletic Fields
- g. Make accessibility upgrades to existing parks.
 - i. Add ADA accessible playground equipment to parks.
 - ii. Add senior exercise equipment to Shearman Park.

Goal #2. Increase connectivity within and beyond Marshall by closing gaps in the sidewalk, trail, and waterway network.



- a. Expand the Riverwalk to the east and west, helping to link the uncompleted sections of the North Country Trail, Iron Belle Trail, and Great Lake to Lake Trail.
- b. Complete unfinished sections of the North Country Trail, Iron Belle Trail, and Great Lake to Lake Trail.
 - i. Rerouting of trails to conservation easement to the south of the MAJOR site.
 - ii. Construct pedestrian/bike crossing at I-69 and Michigan Avenue in collaboration with Calhoun County and MDOT.
 - iii. Acquire land and construct trail to connect Riverwalk and Michigan Avenue, east of Ketchum Park.
- c. Improve public access to the river.
 - i. Implement Stuart's Landing plan improvements.

- ii. Add/enhance canoe/kayak launch and livery near Public Services building.
- iii. Collaborate with neighboring jurisdictions, Calhoun County, the State of Michigan, and nonprofits such as the Kalamazoo Watershed Council to facilitate and fund river improvements.
- d. Add bicycle and pedestrian infrastructure to connect Marshall's neighborhoods to parks.
 - i. Develop a network of sidewalks and linear paths to connect all parks and all neighborhoods.

Goal #3. Market parks and recreation facilities and programming more broadly and effectively.



- a. Develop and install signage at all city parks with consistent and clear branding.
- b. Market Marshall's local parks, regional trail connections, and recreation programming.
 - i. Integrate parks and recreation programming and facilities more fully into the "Choose Marshall" messaging and brand.
 - ii. Downtown display board or signage.
 - iii. Visitor's Center marketing materials.
- c. Partner with the Marshall Historical Society to develop historical self-guided/interpretive tours in city parks to highlight unique moments and places in Marshall's history.

- d. Hire 1.0 FTE employee to manage the marketing of parks and recreation, in conjunction with the DDA.
- e. Apply for the Trail Town designation through the Dept. of Natural Resources.

Goal #4. Continue to innovate and provide high quality recreation programming and meet facility and amenity needs throughout the park system.



- a. Develop new parks and recreation facilities to meet community needs.
 - i. Indoor Recreation Center
 - ii. Dog Park
 - iii. Bear Creek Museum & Nature Center
 - iv. Eaton Park
 - v. Ketchum Great Lawn
 - vi. Farmers Market Pavilion
- b. Collaborate with community partners to develop and engage youths and teens.
 - i. Support Kalamazoo River Youth Experience
 - ii. Continue to partner with the Marshall Library on programming such as an outdoor gear rental system or nature/health focused events
 - iii. Create more outdoor recreation programs using local parks and waterways

- iv. Use input from the 2024 Community Planning survey to create programs for the City and surrounding communities

Goal #5. Improve climate resilience, flood prevention, and health of local natural resources.



- a. Promote environmental stewardship through planting native species, pollinators, and hosting annual or bi-annual river cleanups.
 - i. Rice Creek clean up
 - ii. Kalamazoo River clean up
- b. Incorporate green infrastructure into new parks projects
- c. Expand the planting of trees to maintain and improve the street tree stock.

Implementation Matrix

Objective	Champion	Funding Source(s)	Timeline
Goal #1. Maintain and enhance existing parks and facilities.			
1A. Build in maintenance fund for all new park projects	Community Services		
1B. Maintenance plan for landscaping, etc.	Parks, DPW		Short
1C. Hire maintenance staff	Parks, DPW		Medium
1D. Utilize volunteers for park maintenance			Short
1E. Identify sponsorship opportunities			Medium
1F. Repairs and renovations to existing facilities			
1G. Accessibility upgrades to existing parks			Medium
Goal #2. Increase connectivity within and beyond Marshall by closing gaps in the sidewalk, trail, and waterway network.			
1A. Expand Riverwalk to east and west			
1B. Complete unfinished sections of NCT, Iron Belle Trail, Lake to Lake Trail			
1C. Improve public access to river			
1D. Add bicycle and pedestrian infrastructure to connect parks and neighborhoods			
Goal #3. Market parks and recreation facilities and programming more broadly and effectively.			
3A. Develop and install signage at city parks	Parks, Community Services		
3B. Market local parks, regional trail connections, and programming	Parks, Recreation, MAEDA		
3C. Partner with Marshall Historical Society on interpretive signage/tours	Parks, Recreation, Marshall Historical Society		
3D. Hire marketing staff w/ DDA	Parks, Recreation, DDA		
3E. Apply for Trail Town designation	Parks, Community Services		Short
Goal #4. Continue to innovate and provide high quality recreation programming and meet facility and amenity needs throughout the park system.			
4A. Develop new parks and recreation facilities			
4B. Collaborate with community partners to engage youth/teens			
Goal #5. Improve climate resilience, flood prevention, and health of local natural resources.			
5A. Host clean-up days of parks and rivers			
5B. Incorporate green infrastructure into new parks projects			
5C. Expand planting of trees			

Please refer to Appendix C for all projects currently identified within the Capital Improvement Plan for 2024-2030.

Historic and Potential Funding Sources

DNR Recreation Grant History

The City of Marshall has been fortunate to be awarded recreation grants from the DNR to fund critical parks improvements throughout its history. A total of seven grants have been awarded for roughly \$868K. Appendix D summarizes the City’s DNR recreation grant history in more detail, but general details are provided below.

Year	Project	Amount
1980	Ketchum Park Improvements	\$20,000
1993	Athletic Field Renovation	\$81,500
1994	Waterfront Trail Development	\$157,500
1998	Riverfront Trail Land Acquisition	\$29,203
1998	Riverfront Trail Development	\$358,000
2000	Riverwalk Development	\$191,444
2011	Ketchum Park Improvements	\$30,000

Funding Sources

State

- Michigan Natural Resources Trust Fund (MDNR)
- Recreation Passport Grant Program (MDNR)
- Spark Grants (MDNR)
- Land and Water Conservation Fund (MDNR)
- Michigan Economic Development Corporation (MEDC)

County / Regional

- Calhoun County
- Kalamazoo Watershed Council

Local

- Marshall Benja Men
- Marshall Area Rotary Club
- MAEDA

National / Other Philanthropic

- National Fish and Wildlife Foundation
- NOAA/American Rivers
- U.S. Army Corps of Engineers
- AARP Community Challenge
- Outdoor Foundation Grants
- Nature Michigan Grant Program (Michigan Environmental Council)

Appendices

Appendix A. Parks Department Budget

Expenditure	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted	FY 2025 Proposed
Payroll	8,371	9,733	20,355	23,888	19,702
Other Fringe Benefits-Taxable	141				375
Payroll - Rubbish/Garbage	1,075	714	560	755	
Payroll - Mowing/Trimming	353	83			
Payroll - Trees/Forestry	2,003	418	553	266	
Payroll - Fountain	789	421	689	855	
Part-Time Salaries	16,875	13,861	14,313	17,485	21,610
Part-Time - Rubbish/Garbage		806	36		
Part-Time - Mowing/Trimming		84			
Part-Time - Trees/Forestry			2,340		
Part-Time - Fountain		21			
Overtime Salaries	539	1,129	131	273	
Overtime - Mowing/Trimming	72				
Overtime - Trees/Forestry	143	42	191	171	
Workers Compensation	324	360		386	398
Social Security	2,409	2,097	2,906	3,229	1,536
Hospitalization	8	2,844	6,862	6,036	6,665
Life Insurance	7	15	40	42	41
Retirement - D/B		1,283	1,547	1,697	1,858
Retirement - D/C	261	128	156	173	1,284
Operating Supplies	6,557	1,953	1,852	10,323	5,100
Miscellaneous Supplies	854	241	898	7,496	5,000
Repair & Maintenance Supplies	3,619	7,873	12,207	11,398	3,000
Minor Tools And Equipment	238	680	117		
Professional Services		47			
Dues & Memberships			375	670	700
Contracted Services	4,144	12,669	13,660	5,794	4,000
Insurance	4,863	2,740	3,129	3,462	3,600
Transportation & Travel		390	364	455	
Advertising	71	56			
Utilities – Gas	3,724	2,162	3,563	4,824	3,000
Utilities – Electric, Water, Sewer	11,845	16,213	13,946	13,254	15,000
Cable			1,600	2,180	1,600
Equipment Maintenance			249		
Contracted Maintenance	150	950	3,210	2,408	2,500
Rentals	1,160	2,407	2,030	1,570	329
Motor Pool Vehicle Rental	19,750	16,000	2,511	5,736	1,600
Technology Internal Service Charge	166	179	825	825	689
Motor Pool Replacement Charge			1,030	1,030	1,251
Motor Pool Operating Charge			2,319	2,111	3,235
Vehicle Rental Credit				(70)	
Education & Training		300			
Parks – Expenditures Total	\$90,511	\$98,899	\$128,722	\$107,193.00	\$104,073.00

Appendix B. Recreation Department Budget

Expenditure/Revenue Stream	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Adopted	FY 2025 Proposed
Current property taxes	191,007.37	197,132.95	203,912.00	216,315.00	234,986.00
Delinquent personal property taxes	36.04	73.85	100.00	0.00	0.00
Penalties and interest on taxes	416.71	353.03	400.00	0.00	0.00
Local community stabilization tax	23,334.88	24,260.04	8,402.00	8,402.00	8,000.00
Local recreation grants	48,000.00	0.00	0.00	0.00	0.00
Contributions from local units	17,597.77	0.00	0.00	0.00	0.00
Use fees	46,466.55	176,420.00	194,846.00	188,936.00	187,606.00
Interest	369.84	637.18	50.00	3,000.00	3,000.00
Unrealized gain/loss on investments	0.00	(5,429.04)	0.00	0.00	0.00
Miscellaneous revenue	175.60	500.00	0.00	0.00	0.00
Recreation – Revenues Total	327,404.76	393,948.01	407,710.00	416,653.00	433,592.00
Payroll	77,617.85	92,104.86	83,703.00	100,262.00	102,046.00
Other Fringe Benefits-taxable	1,786.25	1,500.00	1,125.00	1,265.00	2,625.00
Part-time Salaries	4,581.86	15,323.63	28,915.00	28,915.00	26,760.00
PT Salaries - exempt	1,390.42	6,587.43	8,404.00	9,019.00	0.00
Overtime salaries	0.00	4.94	0.00	0.00	0.00
Workers compensation	2,548.45	4,441.78	4,442.00	1,760.00	1,945.00
Social security	5,954.56	7,985.82	8,701.00	7,231.00	8,007.00
Hospitalization	24,734.98	31,748.57	27,765.00	21,938.00	19,996.00
Life insurance	174.25	184.93	141.00	159.00	171.00
Retirement - d/b	32,052.20	36,756.92	41,069.00	39,356.00	44,230.00
Retiree health insurance	23,325.41	24,025.12	31,835.00	12,211.00	27,073.00
Retirement - d/c	1,227.43	3,123.38	3,892.00	4,108.00	4,026.00
Office supplies	0.00	62.10	0.00	0.00	500.00
Operating supplies	7,993.58	61,993.90	71,000.00	89,000.00	75,000.00
Miscellaneous supplies	507.45	156.97	1,000.00	5,000.00	2,000.00
Fuels & lubricants	0.00	0.00	341.00	0.00	800.00
Building maintenance supplies	651.90	0.00	500.00	500.00	500.00
Professional services	502.71	285.00	0.00	4,500.00	20,400.00
Dues & memberships	500.00	515.00	600.00	750.00	750.00
Contracted services	34,046.97	22,314.85	24,000.00	24,000.00	24,000.00
Contracted services - pt staffing	0.00	0.00	0.00	0.00	10,506.00
Insurance	296.52	1,868.87	1,900.00	2,300.00	2,400.00
Communications	903.52	589.16	1,200.00	0.00	0.00
Transportation & travel	0.00	387.95	400.00	600.00	600.00
Advertising	138.66	55.65	0.00	0.00	0.00
Utilities-elec, water, sewer	2,433.24	3,908.50	2,700.00	2,700.00	2,700.00
Rentals	11,260.00	9,280.00	7,146.00	7,371.00	8,756.00
Motor pool vehicle rental	5,138.04	6,455.41	5,000.00	5,000.00	0.00
Technology internal service charge	7,437.96	5,267.04	6,361.00	6,376.00	6,582.00
Motor pool replacement charge	0.00	0.00	2,381.00	2,802.00	2,802.00
Motor pool operating charge	0.00	0.00	6,332.00	6,699.00	9,705.00
Vehicle rental credit	0.00	0.00	(15,000.00)	0.00	0.00
Cost allocation	0.00	0.00	7,318.00	7,684.00	8,068.00
Education & training	314.61	345.00	1,000.00	1,000.00	1,000.00
Refund or Rebates	8,067.61	93.63	100.00	0.00	0.00
Contingency	0.00	0.00	0.00	2,328.00	0.00
Capital outlay	58,829.07	0.00	0.00	0.00	0.00
Transfers to other funds	25,953.00	43,550.77	0.00	0.00	0.00
Recreation – Expenditures Total	340,368.50	380,917.18	364,271.00	394,834.00	413,948.00
Excess of Revenues Over (Under) Expenses	(12,963.74)	13,030.83	43,439.00	21,819.00	19,644.00

Appendix C. Capital Improvement Plan 2024-30

Parks and Recreation Projects

Project	Amount	Funding Source(s)	Year(s)	Priority
Athletic Fields Batting Cages	\$ 30,000	Recreation Fund	2026-27	2
Athletic Fields Lights	\$ 300,000	Recreation Fund	2027-28	3
Athletic Fields Parking Lot	\$ 100,000	Recreation Fund	2024-25; 2029-30	4
Athletic Fields Renovation	\$ 175,000	General Fund	2025-26	2
Brooks Fountain Repairs	\$ 750,000	General Fund	2024-25	1
Carver Fountain Replacement and Repair	\$ 40,000	General Fund	2024-25	2
Eaton Park (Splash Pad, Pickleball)	\$ 3,000,000	Grants & Other	2024-25	2
Farmers' Market Pavilion	\$ 1,000,000	Grants & Other	2026-27	3
Ketchum Park Great Lawn	\$ 1,290,000	Grants & Other	2029-30	2
Ketchum Park Parking Lot	\$ 35,000	General Fund	2027-28	4
Kids Kingdom Renovation	\$ 1,000,000	Grants & Other	2027-28	2
Recreation Athletic Facility	\$ 6,000,000	General Fund	2028-29	4
Riverwalk Extension	\$ 3,500,000	Grants & Other	2029-30	3
Riverwalk Repairs Phase 1	\$ 350,000	General Fund	2024-25	1
Riverwalk Repairs Phase 1B	\$ 350,000	General Fund - \$200K Grants & Other - \$150K	2025-26	1
Riverwalk Repairs Phase 2	\$ 350,000	General Fund - \$200K Grants & Other - \$150K	2026-27	2
Riverwalk Repairs Phase 2B	\$ 500,000	General Fund	2027-28	2
Riverwalk Repairs Phase 3	\$ 500,000	General Fund	2028-29	3
Riverwalk Repairs Phase 3B	\$ 500,000	General Fund	2029-30	3
S. Kalamazoo Pathway – River District	\$ 465,000	General Fund	2024-25	2
Sand Volleyball Court Renovation	\$ 200,000	General Fund	2025-26	2
Skate Park Equipment	\$ 200,000	General Fund	2024-25	2
Stuart's Landing Improvements	\$ 910,000	Grants & Other	2026-27	3
TOTAL	\$ 21,545,000			

Project Descriptions

Athletic Fields Batting Cages

Install two batting cages, 35x70 ft.

Athletic Fields Lights

The current lights on diamond #1 & #2 are approaching the end of their expected life. The entire system should be replaced.

Athletic Fields Parking Lot

Seal coating of parking lot and pathways. Considered routine maintenance.

Athletic Fields Renovations

Athletic Field Resurface, clay replacement for pitching areas and batters boxes, level outfield with sand, replace all base pegs, new bases for all fields, fencing repairs.

Brooks Fountain Repairs

Structural repairs to Brooks Fountain.

Carver Park Fountain Replacement and Repair

Carver Park Fountain has been deteriorating for several years. After a review of the fountain and discussions with Council the decision was made to utilize the fountain until the end of its useful life and then execute a complete replacement.

Eaton Park

Construction of a new park facility that would provide pickle ball courts, splash pad, bathroom facility, playground, parking lots, and a basketball court. Work would also include ADA improvements for accessing the athletic fields from the south.

Farmers' Market Pavilion

The pavilion will include a covered area for the market. The space design will consider supporting a winter market, event space (in conjunction with social district), and maintaining parking.

Ketchum Park Great Lawn

Work related to the establishment of the lower lawn commons, drainage system, and its perimeter pedestrian walkway. Also included is the main path between parking on Montgomery Street and the Rotary Bridge. Named the "Lower Ketchum Commons and Promenade."

Kids Kingdom Renovation

Replace dilapidated equipment with new equipment. Kingdom. Update with state-of-the-art play structure with accessible equipment for all.

Recreation Athletic Facility

Construction of a Recreation Center that would include two basketball courts, community room, etc.

Riverwalk Extension

Extend Riverwalk west of Kalamazoo towards Historic Bridge Park, partner with Calhoun County.

Riverwalk Repairs

Replace structural beams along riverwalk. Fix and replace fencing and deck boards. Trim and remove trees throughout the riverwalk. Segmented into six phases to span the full six-year time period of the Capital Improvement Plan.

S. Kalamazoo Pathway – River District

10-foot-wide pathway along the east side of Kalamazoo Ave to create a stronger connection between the Downtown and the River District. Amenities would match our downtown benches and trash cans. The concept would also include similar lighting to the downtown, although that is not part of the estimate provided by the consultant. The plan also incorporates completing the sidewalk gaps along the west side, but at a standard width used throughout the City.

Sand Volleyball Court Renovation

Replace all fencing at Volleyball courts, remove current sand and equipment. Replace with sugar sand. Replace post with new. Replace nets.

Skate Park Equipment

Adding up to date & safe skateboard equipment to existing skatepark.

Stuart's Landing Improvements

Rehabilitation of Stuart's Landing including the following updates: replace canoe/kayak launch, a new shelter, a linear path around the site, improved shoreline and river access, and related improvements.

Appendix D. Recreation Grant History

ADD PAGES HERE.

Appendix E. Brooks Nature Area 5-Year Management Plan

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Appendix F. Bear Creek Museum and Nature Center Concept Plan

ADD PAGES HERE.

Appendix G. Ketchum Park Master Plan

ADD PAGES HERE.

Appendix H. Stuart's Landing Plan

ADD PAGES HERE.

Appendix I. Eaton Park Plan

ADD PAGES HERE.

Appendix J. Community Survey Results

ADD PAGES HERE.