

PARKS, RECREATION AND CEMETERY BOARD AGENDA

Regular Meeting

April 22, 2025 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.
 - A. Regular session from December 17, 2024 and regular session from February 25, 2025.
- 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) **NEW BUSINESS**
 - A. Oakridge Cemetery tree diversity and signage.
 - B. Greening of Marshall update.
- 7) **OLD BUSINESS**
 - A. Athletic Field expansion update. (Patronicity)
 - B. Skatepark Renovation
 - C. Riverwalk/DNR trustfund grant.
- 8) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**
- 9) **RECREATION REPORT**
- 10) **PARKS REPORT**
- 11) **BOARD REPORTS**
- 12) **ADJOURNMENT**

PARKS, RECREATION AND CEMETERY BOARD MINUTES

December 17, 2024
Regular Meeting - 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. Introduction of Marcia Strange, Director of Community Development B. Update on Marshall Athletic Field Expansion Project C. Marshall Waterways Days (Recap)
 - A. Introduction of Marcia Strange, Director of Community Development
 - B. Update on Marshall Athletic Field Expansion Project
 - C. Marshall Waterways Day (Recap)
- 8) **RECREATION REPORT**
- 9) **PARKS REPORT**
- 10) **BOARD REPORTS**
- 11) **ADJOURNMENT**

PARKS, RECREATION AND CEMETERY BOARD MINUTES

February 25, 2025
Regular Meeting - 5:30 PM

1) CALL TO ORDER

IN A REGULAR SESSION held on Tuesday, February 25, 2025 at 5:45 PM in the Council Chambers of City Hall, 323 West Michigan Ave, Marshall, MI 49068, the Marshall Parks, Recreation and Cemetery Board was called to order by: Chair Robbins at 5:45 pm

2) ROLL CALL

Roll was called: Chair Robbins

Present: Board Member Jim Coury, Alex Culver, Natalie Rector, Mitch Robbins, Zachary Shippell and Gerald Underhill.

Also Present: Superintendent Justin Miller and Deputy Clerk Linda Urquhart

Absent: None

3) APPROVAL OF AGENDA - Items can be added or deleted from the Agenda by board action.

Motion by Chair Robbins. We will discuss: Riverwalk, skate park and athletic field. Chair Robbins inquired the name and interest of the individual that attended. See Public Comment for discussion.

4) APPROVAL OF MINUTES - Items can be added or deleted from the Agenda by board action.

Motion by Chair Robbins. No minutes were available. However, they were submitted but not brought to the meeting. Justin apologized and said he would look for them.

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.

Emily Emersen-Rich. Newer to Marshall. Her interest is regarding St. Mary's Cemetery, there is supposedly an old Poor house and Cemetery and wonder if that's something the city can work with either the County or the State to get some sort of marker. They have one in Lansing and Jackson and other areas. According to the Find-a-grave website, there are approx. 300 memorials there. She's concerned new construction/expansion-tree clearing is very close to the tree clearing and wants to make sure the cemetery is not disturbed. There are many children in that cemetery. See new business for discussion.

Also, she asked if there are future plans to connect the East- West- North- South trails on the riverwalk. See Riverwalk for discussion.

6) OLD BUSINESS

7) NEW BUSINESS

NEW BUSINESS: Chair Robbins: opened up discussion for St. Mary Poor House cemetery. Emily Emersen-Rich stated there are 203 memorial sites that are not attached to the cemetery. The grass is overgrown so they are not visible. Construction/tree removal could interfere with the graves.

Topic A: St. Mary's Poor House grave site- 203 memorial sites-according to find a grave website. Many are not marked, and the grass is overgrown. Therefore, might not know the

graves are there and Emily is concerned with the tree removal post on the city website, may be digging where the graves are. Emily would also like a memorial placard. St. Mary's maintains the cemetery.

Topic B: Emily stated there are great trails, but Marshall doesn't connect the trails-people could walk from coast to coast, state to state. Marshall is the missing link. Calhoun county has not finished yet. Coury stated there are groups working on it. 5 major trails will eventually come through. Farmers are not supportive, but eventually they will. Blue Oval plans to donate the entire land on the Kalamazoo river behind the factory. MAEDA owns the Bear Creek property, which is also planned to have a nature trail. They are doing an archaeological survey to verify if there is a possible Indian Village with burial grounds.

Robbins introduced a late attendee-Ian Campbell-Chair of MACC. Marshall Area Conservation Committee- a newly reformed group. Update-meeting tomorrow @ 6:30, attend online option. The future of MACC, the tree-planting event is coming up. Ford is funding the tree-planting event on 4-26-25. Looking for volunteers. River clean-up event is scheduled for this spring and kayaking event this fall.

8) **REPORTS AND RECOMMENDATIONS/NEW BUSINESS**

Robbins introduced a late attendee- Ian Campbell- Chair of MACC. Marshall Area Conservation Committee.

Trails: Coury stated Michigan has the most trail ways miles than other states. There are 5 major trails coming to Michigan and it's 90% complete. There is a major gap in Marshall. It's good to wait as farmer's aren't supportive of it. Kalamazoo waited, then proceeded, and we will do that in time also. Preference is off-road trailways as on the road trails are dangerous and young families won't go on them.

Blue Oval to donate land for trails. Maeda owns Bear Cree and they plan for Major trail to Kalamazoo river. MDOT bridge over Industrial drive.

Ian Campbell- Marshall Area Conservation Committee indicated there is a meeting tomorrow, Wednesday at 6:30 regarding Tree planting event Ford funding scheduled on April 26, 2025. He's looking for volunteers. Also, there is a river clean up in the Spring and Kayaking event. All are welcome to attend.

Robbins open up discussion for St. Mary Poor House cemetery. Emily Emersen-Rich stated there are 203 memorial sites that are not attached to the cemetery the grass is overgrown so they are not visible. Construction/Tree removal could interfere with the graves.

A. Riverwalk

A) RIVERWALK: Justin stated this past fall the Riverwalk was shut down due to disrepair. They refurbished Stuarts Landing halfway through to S Marshall Ave. Cost \$340,000 for a total rebuild on that section. The section past that is getting to a point where it will be unsafe. City Council approved last week a DNR trust fund grant of \$400,000. City- \$200,000 and DNR match- \$200,000. If successful, then a \$200,000 community grant is possible, for \$600,000 total. Will try to replace that section then continue down. The Riverwalk is 20-30 years old. Will need to replace some boards this spring but need a plan in place. After that, however, I'm not sure how to keep up with the repairs each year as it costs 1M per year. Chair Rector asked about caps on top of the posts. Justin will look into it. They are rotting out. Rector asked: Who is writing the DNA grant - MCSA- they are doing the pickleball ball courts and designed the first section of Riverwalk. They will use the same materials to match-Trex. Culver asked about maintenance. Justin indicated there would be a 10% maintenance from Grant for every new project. The main cause of destruction was trees, people and rot from water on the posts that are in the water.

B. Skate Park

B) SKATEPARK:

Justin stated it's in ruins. There have never been any funds set aside for repairs. Most were the original Darkhorse funds. A grant was applied to Cronin for \$40,000. However, the City needed to match \$40,000. City didn't match, therefore, the grant ended up going back. There is a new Grant to the Cronin Foundation for \$50,000 with a city match of \$50,000.

All the fencing around the park will be removed. Justin has been in short discussions with American Ramp Co. about what we can do for \$100,000. Designs are to be sent soon. Justin wrote the Grant. The fencing was originally installed to keep out bikes. However, it will now be an all-wheel park. Justin would like to start a small group of community members, skaters, etc. to help with ideas and design, as it's well utilized. Also, he believes the vandalism isn't from skaters but by others. Robbins stated there is a National Skate Park Association which writes Grants, Tony Hawk foundation. Robbins asked if they could open the restrooms, vandals poured concrete down the toilet. Marsha and Justin are discussing reopening it.

Coury stated Ryan and Matt Huggett were highly involved with the park, and they would also be a good resource. Justin will reach out to them. There is a design planned that will cost \$100,000- \$90,000 to structure and \$10,000 for equipment.

C. Marshall Athletic field expansion project

C) MARSHALL ATHLETIC FIELD EXPANSION PROJECT: AKA: PICKLE BALL AND SPLASH PAD:

Justin stated there is a contract to start construction that will be signed soon after the attorney reviews it. Construction to start at the beginning of April and should be done by Fall 2025. They decided not to include any of the extras in the previous plan, they are going with the base bid. There will be 6 courts, a parking lot, fencing, bathrooms with 4 stalls- changing tables and 2 are accessible. Pavilion, sun shade, benches, landscaping with optional 2 courts to install in the future and a Splash Pad. Total cost \$2.1 million. The contractor is Freedom Construction Co. in Grand Rapids. Rector mentioned the need to be mindful of the specific plants to not have messy leaves, seed pods and trash from plants. There is also a community-funded grant for \$50,000 with a matching \$50,000 patriot? Grant as the City would like more fundraising to save on the funding.

9) RECREATION REPORT

Justin indicated new programs: Tumble Tots for 3-5 yr olds. It's gymnastics, dance and basic play. Little Cheerleaders - 33 kids attended.

Pickle Ball League-filled up with 14 teams and is on Sundays at the middle school. Tues & Thurs at Hughes and Mon and Wed at Walters. Justin will do a 5-week league next time. The gym floor is very slippery and awful at middle school. Underhill suggested using a wet mop to clean the floor first to remove the grim and make it less slippery.

Basketball league - 120 kids K-5th

Floor Hockey - 170 kids

Little Hoopsters - 3-5 yr old. 60 kids

Rec doesn't participate in travel sports except for baseball.

Shippell asked if a Port-a-potty could be installed between fields 2 and 3 as it's too far for some of the kids to walk.

Daddy/daughter dance is scheduled for 3-15-25 at High School from 6:30-8:30 pm. 190 kids have signed up already.

Mother-Son activity night will be on 4-25-25 at the middle school. Will have a bounce house and games. Last year 150 kids.K-5th.

Possible future Father - Son kayaking- 2hrs -hot dogs and a possible Father-Son Tiger ball game. The cost of buses has gone up too much.

Mackinac Island Grand Hotel trip taking reservations. 50 and older. 9-28-25 through 10-1-25. \$1125 if you live in town, \$1120 if you live outside of town.

10) PARKS REPORT

Justin stated the fireplace at the Cronin Mill Race pavilion has been a struggle this winter. Often it doesn't work. Some days it's on all day long, other times not on at all. There is a 60-minute timer on it and it was checked and worked fine. Cost is \$800 - \$1,000 per month to maintain.

The 2 rows of trees that were planted at the Skatepark for Waterways days may be transplanted to another area. It's not a great spot for them. Rotary wanted to plant 100 trees at the last minute. Placed cages as deer get in.

Maybe will do another Waterways days this fall with Rotary. Ian offered to help and will speak with Rotary.

There was a Luminary walk with Brooks nature area two weeks ago. 40-50 people attended even though it was very cold.

11) CEMETERY REPORT

Nothing for Cemetery. Phil will have something for the next meeting.

Tree planting discussion continued. More will be discussed at the MACC tomorrow.

Culver questioned where the funds are going from the children's programs. Are the funds all going to the programs or are some to fund new projects? Justin said some is going into the Rec fund. The Rec fund was down to approximately \$70,000 during Covid, now up to approx. \$400,000. Justin stated there are only 2 full-time Rec employees, used to be 4. They do contract part-time employees for \$12 per hour when needed.

Culver asked why the concession stand at the ballpark is never used. Justin stated it doesn't make any money and concession vendors say it's not worth their time. Can volunteers do it? Further discussion on this subject was discussed.

12) BOARD REPORTS

Robbins: Next Meeting 4-22-25 at 5:30pm.

Mac meeting 4-23-25

Tree planting on 4-26-25. Ian will get more information.

13) ADJOURNMENT

The meeting was adjourned at 7:01 pm by Chair Robbins

Respectfully submitted by,

Linda Urquhart
Admin Asssistant

[REPORT_HEADER]



ITEM 7.A

TO: [AGENDA_OFFICIAL_BODY]
FROM:
DATE: April 22, 2025
SUBJECT: Athletic Field expansion update. (Patronicity)

RECOMMENDATION:

[REPORT_HEADER]



ITEM 7.B

TO: [AGENDA_OFFICIAL_BODY]
FROM:
DATE: April 22, 2025
SUBJECT: Skatepark Renovation

RECOMMENDATION:

[REPORT_HEADER]



ITEM 7.C

TO: [AGENDA_OFFICIAL_BODY]
FROM:
DATE: April 22, 2025
SUBJECT: Riverwalk/DNR trustfund grant.

RECOMMENDATION: