



**CITY OF ALLEGAN  
Public Spaces Commission  
Allegan, MI 49010**

**Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010**

**Wednesday, February 12, 2020 6:30pm**

**MINUTES**

1. Call to order: Judi McCall called the meeting to order at 6:30 pm.
  
2. Attendance: Rosie Hunter, Judi McCall, Pete Savage, Teressa Galloway, Cyndi Reed, Landria Christman, Korree Johnson  
  
Also present: Joel Dye, Aaron Haskin, Amanda Strickfaden
  
3. Approval of Minutes from January 8, 2020: Paula motioned, supported by Cyndi, to approve the January 8, 2020 minutes. The minutes were approved.
  
4. Mural Review and Approval Process Discussion: Paula presented and discussed a draft flow chart for receiving mural permit applications, reviewing and approving murals in the City of Allegan. After discussion about the flow chart, Joel suggested creating a sub-committee with members from the DDA and the Public Spaces Commission to perform the initial mural application review. The subcommittee would then forward the application with comments to the Public Spaces Commission for their recommendation to the City Council. Paula also presented a slide show of several building murals using various techniques in the US and other countries to show how murals can dress up a building and be aesthetically appealing in an urban area.

Joel also discussed the current sign ordinance (Chapter 23 of the City's Code of Ordinances). In chapter 23.4 section 8 the ordinance states: Holiday lights, works of art, and decorations with no commercial message do not require permits. As the City would like to approve murals via a permit system, Pete motioned, supported by Rosie, to recommend striking the words "works of art" from this section. The motion was approved.

Joel would like a draft mural application and the mural approval flow chart to be discussed at the February 24, 2020 City Council pre-session meeting.

5. Cemetery Rules: Joel presented and discussed the changes the cemetery rules subcommittee is recommending to the rules and regulations of the cemetery. Landria, supported by Cyndi, motioned to recommend approval of the suggested changes to the City Council. The motion was approved.
6. Monarch Butterfly Habitat Plantings: This item was tabled until a future meeting.
7. Adjournment: Landria, supported by Cyndi, motioned to adjourn the meeting at 8:03 pm.

**The minutes of this meeting will be available at City Hall, 231 Trowbridge Street, Allegan MI 49010 (269) 673-5511.**

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**CITY OF ALLEGAN  
Public Spaces Commission  
Allegan, MI 49010**

**Allegan City Hall  
231 Trowbridge Street  
Allegan MI 49010  
Wednesday, March 11, 2020 6:30pm**

**MINUTES**

1. Call to order: Judi McCall called the meeting to order at 6:32 pm.
  
2. Attendance: Judi McCall, Rosie Hunter, Teresa Galloway, Paula Mintek, Korree Johnson, Landria Christman, Pete Savage  
  
Absent: Cyndi Reed  
  
Also Present: Joel Dye, Aaron Haskin
  
3. Approval of Minutes from February 12, 2020: Landria, supported by Pete, motioned to approve the minutes with the correction of adding Paula Mintek to the attendance. The minutes were approved with the correction and the minutes were updated.
  
4. Mural Ordinance Update: Joel reported that the City Council is happy with the current ordinance which allows murals and wants to encourage art on private buildings. They are in support of murals and they don't want to restrict art on buildings. Teresa commented that the City Council doesn't want the responsibility to determine what is art. The DDA has a 1-1 match for murals in their proposed 2020-2021 budget. The DDA will develop some guidelines and review proposals when funding requests come in. If City Council approves their budget in May, they will begin accepting applications for murals in July. Korree suggested members from the Arts Council attend a Downtown Merchants meeting to see what interest there is in painting murals on some buildings.
  
5. Cemetery Rules Update: The City Council briefly discussed the proposed cemetery rules submitted by the Public Spaces Commission at their February 24 Council pre-session. They will be getting a list of comments to Joel for the Commission to discuss. Two of the comments from the meeting

were issues with having the cemetery open 24 hours and dogs being allowed in the cemetery. When the comment list is ready this will be on a future agenda for discussion.

6. Monarch Butterfly Habitat Plantings: Paula shared grant information from the National Fish and Wildlife Foundation to improve monarch butterfly and pollinator habitats. She stated there are some areas at the Sports Complex which could be improved for monarch habitats.
7. 2020-2021 Park Improvements: Aaron shared there not any major capital improvement projects proposed in the parks this next fiscal year. The City is proposing to do over \$1,000,000 of improvements to the 2<sup>nd</sup> Street Bridge and the Cutler Street Parking lot and funds will be needed for those projects.
8. Comments:
  - Landria commented that she will see if there is still interest in painting some of the downtown flowerpots.
  - Korree would like to see some of the bump out areas in the downtown planted with landscaping. Some specific areas are on Locust Street in front of Bubba's Sports Bar and on Water Street near Allegan Veterinarian Clinic.
9. Adjournment: Rosie, supported by Terresa, motioned to adjourn the meeting at 7:39 pm.

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**CITY OF ALLEGAN  
PUBLIC SPACES COMMISSION**

**City of Allegan City Hall  
231 Trowbridge Street, Allegan MI 49010  
Wednesday, August 12, 2020 6:30pm**

**MINUTES**

**1. Call to Order**

Meeting was called to order at 6:30pm

**2. Attendance**

Present: Landria Christman, Teresa Galloway, Korree Johnson, Paula Mintek, Cyndi Reed, Pete Savage (6:35pm)

Absent: Rosie Hunter, Judi McCall

Others Present: Joel Dye, City Manager, Parker Johnson, Promotions Coordinator, Tony McGhee, Abonmarche, Jeff Morrie, Interim Department of Public Works Director

**3. Approval of Previous Meeting Minutes**

Motion to approve the minutes from March 11, 2020, by Landria, supported by Teresa. Motion carried 6-0.

**4. Public Comment**

**5. Discussion**

**5A.1 – Review Downtown Streetscape Plan**

Tony McGhee from Abonmarche introduced the group to the reconstruction of the Cutler Street parking lot, the first project of the Downtown Streetscape Plan. Tony shared City Council's thoughts and took notes from this board in order to complete an initial concept. Some thoughts included:

- Reducing entries/exits
- Better Definition/Fencing/Landscaping
- Bicycle Racks

## 5A.2 – Review DDA Mural Grant Program

Landria Christman, DDA liaison to the Public Spaces Commission, provided the group insight on the Downtown Development Authority’s new Mural Grant Program to incentivize public art in Downtown Allegan. It was noted that a business/building owner’s property taxes should be current as a requirement to be considered.

### **6. DDA Member/Staff Comments**

Pete Savage asked about the timeline for hiring a new DPW Director. He also wanted to know “is the City of Allegan still doing code enforcement” because of an excess of seemingly abandoned cars across the street from his house.

Cyndi Reed inquired about a parks tour this year – Joel Dye responded that a safer tour experience would be in the works, given the current health crisis.

Paula Mintek asked about an update on Oakwood Cemetery. A Public Spaces agenda topic for the cemetery will be provided at a later meeting.

### **7. Adjournment**

Meeting was adjourned at 7:33pm.



**CITY OF ALLEGAN  
PUBLIC SPACES COMMISSION**

**City of Allegan City Hall  
231 Trowbridge Street, Allegan MI 49010  
Wednesday, September 9, 2020 6:30pm**

**MINUTES**

**1. Call to Order**

Meeting was called to order at 6:32pm

**2. Attendance**

Present: Chair Judi McCall, Vice Chair Paula Mintek, Landria Christman, Teresa Galloway, Rosie Hunter, Katie James, Korree Johnson, Peter Savage

Absent: Cyndi Reed

Others Present: Joel Dye, City Manager, Parker Johnson, Promotions Coordinator, Jeff Morrie, Interim Department of Public Works Director

**3. Approval of Previous Meeting Minutes**

Motion to approve the minutes from August 12, 2020, by Landria, supported by Pete. Motion carried 8-0.

**4. Public Comment**

**5. Parks & Recreation**

a. Improvements to Hanson Park

- i. Parker Johnson informed the group of the installation of a hammock grove located at the west end of Hanson Park. Cost is limited to staff time and the posts for parkgoers to attach their own hammock to. Installation and promotion of the newest addition to a City park is expected this month.

b. Other Comments

- i. Pete Savage shared with the group the intention of the Southwest Michigan Land Conservancy to work with local property owners to dedicate land including a southwest corner of property within the City limits as the Armintrout-Millbocker Nature Preserve. The goal of the area is to become the City of Allegan's nearby nature retreat. The City of Allegan will not be responsible for any maintenance of the land.

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## **6. Oakwood Cemetery**

- a. Cemetery Rule Discussion
  - i. The Public Spaces Commission requested that the City Council's desires for Oakwood Cemetery be shared with them for their review and response.
- b. Other Comments
  - i. Rosie Hunter would like to see the installation of more trees and the continued restoration of the fountain in Oakwood.
  - ii. Pete Savage shared with the group the upcoming Friends of Oakwood Cemetery exploratory meeting on Thursday, September 10 at 6:00pm. The purpose of the grass roots group will be discussed outdoors.

## **7. Trees**

- a. Recent Arbor Day Celebration
  - i. Parker Johnson shared photos from the delayed Arbor Day celebration and tree planting that took place on August 26, 2020.
- b. Other Comments
  - i. Rosie Hunter would like to see trees planted along the entrance to town along M-222, along the Kalamazoo River embankment.

## **8. Other Discussion Item**

- a. Downtown Holiday Décor
  - i. Parker Johnson and Jeff Morrie gave a quick rundown of current downtown holiday décor inventory and asked for easy to accomplish ideas for 2020 and use this holiday season to begin gathering inspiration to update the now-15-year-old decorations currently used, to introduce new looks beginning in 2021.
  - ii. The group would like to see the following for 2020:
    - 1. Discontinue the tree trunk wraps
    - 2. Discontinue the red bows on trees in planters
    - 3. Add lights to the branches of Riverfront trees
    - 4. Consider boughs under the trees in planters again for 2020

## **9. Comments from City Staff & Board Members**

- a. City Staff Comments
  - i. Joel Dye informed the group of the start date of the new Department of Public Works Director on September 28, 2020.

## **10. Adjournment**

Meeting was adjourned at 7:41pm.

Respectfully submitted,  
Parker Johnson  
Promotions Coordinator





**CITY OF ALLEGAN  
PUBLIC SPACES COMMISSION**

**City of Allegan City Hall  
231 Trowbridge Street, Allegan MI 49010  
Wednesday, October 14, 2020 6:30pm**

**MINUTES**

**1. Call to Order**

Meeting was called to order at 6:30pm

**2. Attendance**

Present: Chair Judi McCall, Vice Chair Paula Mintek, Landria Christman, Teresa Galloway, Rosie Hunter, Katie James, Korree Johnson, Cyndi Reed, Peter Savage

Absent:

Others Present: Joel Dye, City Manager, Parker Johnson, Promotions Coordinator, Doug Kadzban, Department of Public Works Director, Tony McGhee, Abonmarche, Gari Voss

**3. Approval of Previous Meeting Minutes**

Motion to approve the minutes from September 9, 2020, by Landria, supported by Paula.  
Motion carried 9-0.

**4. Public Comment**

**5. Parks & Recreation**

- a. Doug Kadzban – Director of Department of Public Works Introduction
- b. Other Comments

**6. Oakwood Cemetery**

- a. Other Comments
  - i. Pete Savage shared an update on the Friends of Oakwood Cemetery group.

**7. Trees**

- a. Downtown Allegan Scarecrows
  - i. Parker Johnson shared a new initiative by Downtown business owners to fill the empty planters on Locust Street with scarecrows until Halloween.

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- b. Other Comments
  - i. Paula Mintek asked that past comments regarding tree plantings not be forgotten and be taken note of.

**8. Other Discussion Item**

- a. Cutler Street Parking Lot Discussion with Abonmarche
  - i. Public Spaces members would like to have the installation of a bike rack and see the potential for “multiple sculptures” within the redesigned space.
  - ii. Happy overall with the presented plan.
  
- b. Downtown Social District Discussion
  - i. Paula Mintek expressed concern for the children and questioned whether this would increase accessibility of alcohol to minors.
  - ii. Rosie Hunter hoped that there would be ample trash receptacles for cups and increased cigarette disposal.
  - iii. Korree Johnson remarked that “drunk people are spendy people,” and that the plan would be beneficial to downtown businesses.
  - iv. Judi McCall called the plan “wonderful.”

**9. Comments from City Staff & Board Members**

- a. Board Member Comments
  - i. Pete Savage asked that tree stumps left in public right of ways be removed and taken care of. He said that he is aware of “many” and specifically pointed out stumps along the Hillside property. Pete also asked about private tree removal by the City, to which Joel Dye said would not be a City service, but something residents can take upon themselves.
  - ii. Paula Mintek asked about backyard vehicle storage and was advised to use the City of Allegan citizen reporting app, SeeClickFix.
  - iii. Cyndi Reed wanted a follow up on a tree in Sue Lange Park overhanging Bond Street that she originally reported to Aaron.

**10. Adjournment**

Meeting was adjourned at 7:31pm.

Respectfully submitted,  
Parker Johnson  
Promotions Coordinator



**CITY OF ALLEGAN  
PUBLIC SPACES COMMISSION**

**City of Allegan City Hall  
231 Trowbridge Street, Allegan MI 49010  
Wednesday, November 18, 2020 6:30pm**

**MINUTES**

**1. Call to Order**

Meeting was called to order at 6:35pm

**2. Attendance**

Present: Chair Judi McCall, Vice Chair Paula Mintek, Landria Christman, Rosie Hunter, Katie James, Korree Johnson, Cyndi Reed (6:52), Peter Savage

Absent: Teresa Galloway

Others Present: Joel Dye, City Manager, Parker Johnson, Promotions Coordinator, Doug Kadzban, Department of Public Works Director, Jeff Morrie Department of Public Works Assistant Director

**3. Approval of Previous Meeting Minutes**

Paula wished to clarify comments taken regarding the Downtown Allegan Social Districts presentation at the October meeting. She wanted her support for the idea to come across more clearly than implied by the minutes taken.

Motion to approve the minutes from October 14, 2020 by Rosie, supported by Landria.  
Motion carried 7-0.

**4. Public Comment**

**5. Parks & Recreation**

- a. Other Comments

**6. Oakwood Cemetery**

- a. Other Comments
  - i. Joel, Doug, Jeff, and Parker will meet to discuss Oakwood Cemetery on Friday, November 20, 2020.

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## **7. Trees**

- a. Downtown Allegan Tree Boughs
  - i. Based on the recommendation of the City Manager, the agreed upon volunteer process of board members installing tree boughs in the planters downtown would instead be fulfilled by city staff this year.
- b. Other Comments

## **8. Other Discussion Item**

- a. 2021 Downtown Flora
  - i. Parker Johnson asked the group to gather ideas, take notes, and share thoughts on updates or changes to the spring 2021 plantings throughout Downtown Allegan to share with the DPW director.
  - ii. Rosie and Paula both remarked on future changes to the Iron Bridge flowers, hoping to go back to the bigger, brighter, cascading flowers of a couple of years ago.
- b. 2021 Downtown Holiday Décor
  - i. Parker Johnson wanted to remind the group to take notes on this year's holiday décor, and share ideas and suggestions on how to update the now-15 year old décor for 2021.

## **9. Comments from City Staff & Board Members**

- a. Board Member Comments

## **10. Adjournment**

Meeting was adjourned at 7:16pm.

Respectfully submitted,  
Parker Johnson  
Promotions Coordinator