



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

**Griswold Auditorium
401 Hubbard Street
Allegan MI 49010**

Meeting Cancellation

The regularly scheduled Public Spaces Commission meeting on January 9, 2019 is cancelled. The next scheduled meeting is February 13, 2019.



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

**Griswold Auditorium
401 Hubbard Street
Allegan MI 49010
Wednesday, February 13, 2019 6:30pm**

MINUTES

1. Call to order: Judi McCall called the meeting to order at 6:30 pm.
2. Attendance: Judi McCall, Mike Manning, Pete Savage, Delora Andrus, Paula Mintek, Rosie Hunter

Also Present: Aaron Haskin, Joel Dye

Absent: Cyndi Reed
3. Approval of Minutes from December 12, 2018: Paula, supported by Pete, motioned to approve the December 12, 2018 minutes. The minutes were approved.
4. Community Garden: The Commission discussed the future of the community garden at the intersection of Trowbridge and M89. Joel mentioned a member of the Lions Club said they may be interested in taking over the maintenance of the garden. Mike is a member of the Lions and will talk with them to see if that is something the club would like to do this season. The Commission will discuss this further at the March meeting.
5. Public Spaces Rental Policy: The Commission reviewed the rental policy and discussed if the stage should be available to rent like the gazebos and pavilions. They are recommending due to the mixed use of the Riverfront that the stage is not rented by the public.
6. Park Rental Fees: The Commission reviewed the current rental fees for the gazebos and pavilions. They are recommending the fees stay at the current rate, but the refundable deposit for the ½ day rental is increased to \$50. This should encourage groups to clean up after their event. Pete, supported by Paula, motioned to increase the refundable deposit for ½ day rental to \$50. The motion passed.
7. Cemetery Fees: The City's cemetery burial fees were reviewed and compared to 9 other Michigan cemeteries. Delora motioned, supported by Paula, to recommend increasing the following burial fees:

Monday – Friday:

Full Burials

With Tent – Increase from \$510 to \$550

Without Tent – Increase from \$420 to \$450

Cremation Burials

With Tent – Increase from \$330 to \$350

Without Tent – Increase from \$240 to \$250

Saturday:

With Tent – Increase from \$600 to \$830

Without Tent – Increase from \$540 - \$730

Cremation Burials

With Tent – Increase from \$408 to \$490

Without Tent – Increase from \$318 to \$390

The motion passed.

After a discussion about grave decorations and flowers at headstones Rosie, supported by Delora, motioned to recommend the following cemetery rule; "Grave embellishments are limited to natural biodegradable elements only". The motion passed.

At a future meeting the Commission would like to discuss creating a new “Cemetery Rules” sign.

Comments:

- Shelly Baker and Traci Clawson have resigned from the Commission. Traci’s replacement from the DDA is Landria Christman. We have one vacancy on the Commission.
 - Pete asked for a discussion about refurbishing some of the old fountains in the cemetery. The Commission asked for a map of the cemetery with the former fountains highlighted at the next meeting.
8. Adjournment: The meeting was adjourned at 8:00 pm.

The minutes of this meeting will be available at City Hall, 112 Locust Street, and Allegan MI 49010 (269) 673-5511.

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

**Griswold Auditorium
401 Hubbard Street
Allegan MI 49010
Wednesday, March 13, 2019 6:30pm**

MINUTES

1. Call to order: The meeting was called to order at 6:30 pm.

Attendance: Judi McCall, Mike Manning, Pete Savage, Paula Mintek, Rosie Hunter, Cyndi Reed, Landria Christman

- 1.

Also Present: Aaron Haskin

Absent: Delora Andrus

2. Approval of Minutes from February 13, 2019: Pete motioned, supported by Mike, to approve the February 13, 2019 minutes. The minutes were approved.
3. Community Garden: A discussion about the Lions Club taking over the maintenance of the community garden took place. The Alternative Education class that has taken care of the garden the last couple of years would like to assist with the spring preparations and planting, but would prefer if another group would take over the responsibility of the garden. Mike said the garden fits with the Lions Club's mission and they will discuss this at their next meeting. The Commission likes the idea of the Lions Club taking on the responsibility of the garden and suggested some improvements for the area to make it look better.
4. Cemetery Fountains: The Commission would like to restore some of the fountains in the cemetery. These originally used potable water and were flow through fountains. They were filled in more than 50 years ago. Aaron provided maps of the cemetery and pictures of the old fountain areas. The old fountain at the intersection of Bassett and Booth Streets is very unique and appears to still be intact. The Commission would like to begin removing the plantings in the fountain and digging the soil out of it to see if it can be refurbished and operational again. Some of the other fountains appear to be in worse shape or were removed. Aaron will have the fountain at Bassett and Booth dug out to evaluate its condition.

5. Cemetery Rules Sign: The Commission would like to create signs similar to the labyrinth sign and install several near the cemetery entrances. Paula said she would be willing to help with designing the signs.
6. Pickle ball sign: The banner at the Rossman Park pickle ball courts should be replaced with a permanent sign. The Commission would like the same style as the labyrinth sign. They will work on a design at upcoming meetings.
7. Rossman Park Landscaping: Cyndi asked if irrigation will be installed in Rossman Park this year. She suggested drip irrigation should be used instead of sprinkler systems. She said these types of systems are less expensive and will target the planting areas better. She would like to discuss more plantings for the park and asked that Rossman Park is on the next agenda for discussion.
8. Adjournment: The meeting was adjourned at 7:40 pm.

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

**Meet at the
Oakwood Cemetery Chapel
Allegan MI 49010
Wednesday, April 10, 2019 6:30pm**

MINUTES

1. Call to order: The meeting was called to order at 6:32 pm.
2. Attendance: Judi McCall, Delora Andrus, Pete Savage, Mike Manning, Paula Mintek, Landria Christman, Rosie Hunter

Absent: Cyndi Reed

Also Present: Aaron Haskin
3. Approval of Minutes from March 13, 2019: Pete, supported by Paula, motioned to approve the March 13, 2019 minutes. The minutes were approved.
4. Cemetery Fencing: The Commission looked at the current fencing around the cemetery and discussed removing all or sections of the fencing. They did not make a decision on removal of fencing and will continue to discuss this during May's meeting. They also looked at the Arbor Street entrance gate. They would like to open the gates for the summer and evaluate if people are using the entrance as a cut through to Sherman Street.
5. Cemetery Rules Sign: During the walk the Commission decided we should install three rule signs; one at the Arbor Street entrance, one at the main entrance off Western Ave. and one at the Sherman Street entrance.
6. Cemetery Fountain near the Arbor Street Entrance: The Commission looked at the filled-in fountain. They would like the cast iron center dug out and painted black by Memorial Day. They would also like all of the plants and bushes removed except the larger ones around the perimeter of the fountain area.
7. Rossman Park Plantings: This item was tabled until the next meeting.

New Business

1. Dog Cleanup Stations: The Commission would like to encourage walking in the cemetery and recommended installing some dog cleanup stations in the cemetery. They also discussed adding more cleanup stations in the downtown area.
 2. Downtown Flower Pot Painting: Landria proposed having a design competition to paint the downtown flower pots, starting with the pots on Locust Street. She volunteered to do the painting after the designs are chosen. Pete, motioned, supported by Rosie, to recommend and approve the painting of the flower pots pending the DDA and City Council approvals. The motion was approved.
8. Adjournment: Pete motioned, supported by Delora, to adjourn the meeting at 7:40 pm.

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

**Griswold Auditorium
401 Hubbard Street
Allegan MI 49010
Wednesday, May 8, 2019 6:30pm**

MINUTES

1. Call to order: Judi McCall called the meeting to order at 6:30 pm.
2. Attendance: Paula Mintek, Judi McCall, Mike Manning, Cyndi Reed, Pete Savage

Absent: Rosie Hunter, Delora Andrus, Landria Christman

Also Present: Aaron Haskin, Jeff Morrie, Sandy Savage
3. Approval of Minutes from April 10, 2019: Pete, supported by Paula, motioned to approve the April 10, 2019 minutes. The minutes were approved.
4. Public Comment: Sandy Savage attended the meeting to discuss why the large trees at the intersection of Sherman and M89 were removed. She believes these trees were approximately 180 years old and they should have been declared historical trees. She would like trees like this to be protected in future development plans. She also inquired about the tree line between Mahan Park and the vacant lot at State Street. With the City looking at developing this lot will the trees be saved and what type of building will be going there? Pete commented that we should protect some of our large historical trees in the City. Sandy will be attending a City Council meeting to express her concerns as well.
5. Cemetery Fence Discussion: The fencing around the cemetery was looked at during the April Public Spaces Commission and was brought back for discussion. The Commission is concerned about people driving in the cemetery and possibly running over headstones, so they don't want to remove all of the perimeter fencing at this time. They would like a section of fence on Arbor Street removed and see if there are any issues first. They also discussed removing all of the finials on the fence along Western Ave., or possibly replacing the missing ones. Staff will research replacement finials.

Pete, supported by Paula, made a motion recommended the removal of the chain link fence between the Arbor Street entrance gate and Julia Street. The motion passed.

Paula, supported by Cyndi, made a motion to research a fence similar to the fencing along Western Avenue to be installed along Arbor Street between Western Ave. and the Arbor Street entrance to protect the old headstones in this section. The motion passed.

6. Pickle Ball Sign: Paula presented a mock up for a permanent pickle ball sign. The sign is the same style as the Labyrinth sign across the highway. Cyndi, supported by Pete, motioned to approve the design. Aaron and Paula will work on getting the new sign constructed for the park.
7. Cemetery Rules Signage: Paula presented two sign mock ups for the cemetery entrances similar to the pickle ball sign. The Commission chose the design with “City of Allegan” at the bottom as with the other signs and an oak tree design at the top. The Commission would like Paula and staff to continue working on the language to be placed on the sign and presented at a future meeting.
8. Dog Clean up Stations: At the last meeting a comment was made that the City should have more dog cleanup stations in the downtown area and possibly the cemetery. There is conflicting information between the City Ordinances and the City’s Municipal Policy about walking dogs in the cemetery, so dog cleanup stations were not discussed for the cemetery. The Commission decided a dog cleanup station should be added in Hanson Park near the pedestrian bridge.
9. Riverfront Stage and Plaza Rental: The Commission discussed renting/reserving the stage and plaza area immediately in front of the stage. Cyndi motioned, supported by Paula, to recommend renting the Riverfront stage area to organizations for events upon City Council approval. The motion passed.
10. Rossman Park Plantings and Irrigation: Cyndi presented landscape sketches and drip irrigation material costs for Rossman Park. The Commission would like to complete the landscaping and install a drip irrigation system in the Labyrinth quadrant of the park first. Time and budget permitting they would like to irrigate the plantings in the other quadrants as well.
11. Adjournment: Paula, supported by Cyndi, motioned to adjourn the meeting at 8:08 pm.

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Allegan, MI 49010**

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401 Hubbard Street
Allegan MI 49010**

Meeting Cancellation

The regularly scheduled Public Spaces Commission meeting on June 12, 2019 is cancelled. The next scheduled meeting is July 10, 2019.



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

**Griswold Auditorium
401 Hubbard Street
Allegan MI 49010
Wednesday, July 18, 2019 6:30pm**

MINUTES

1. Call to order: Judi McCall called the meeting to order at 6:32 pm.
2. Attendance: Judi McCall, Paula Mintek, Pete Savage, Rosie Hunter, Delora Andrus, Mike Manning

Also Present: Aaron Haskin, Joel Dye, Sarah Perrigo

Absent: Landria Christman, Cyndi Reed
3. Approval of Minutes from May 8, 2019: Pete, supported by Paula, motioned to approve the May 8, 2019 minutes. The minutes were approved.
4. Cemetery Discussion: The Commission discussed headstone decorations, natural elements vs. artificial flowers, etc., heard comments from the public and they were provided with several emails from people who are against eliminating artificial flowers and decorations in the cemetery.

Lori Querback speaking on behalf of several people who have spoken to her explained that many parts of the cemetery are a poor growing environment for flowers due to all of the trees. She explained that many people would like to continue to use artificial flowers and decorations around headstones for a few reasons; the shade from the trees, the cost of purchasing and maintaining natural flowers vs. artificial, age of family members tending to headstones, and some people do not live close to the cemetery to water and maintain natural flowers. Lori also expressed her concern over removing all of the fencing around the cemetery due to its deterrent to keep people from using the cemetery as a cut through and the new Grocery Outlet Store may create more trash and people in the area.

Tracy Perrigo stated if artificial flowers are used around headstones, there should be a policy and posted removal times for the decorations.

Joel Dye suggested forming a sub-committee with members of the Public Spaces Commission and members of the public to discuss new cemetery rules.

Pete motioned, supported by Mike, to form a subcommittee to discuss and evaluate the cemetery rules and methods to beautify the cemetery. Judi, Rosie and Pete volunteered to be on the subcommittee and will be contacting others with an interest in the cemetery to discuss and bring back a recommendation to the Public Spaces Commission in the next month or two. The motion was approved.

5. **Mural Discussion:** Joel discussed having murals painted on buildings and provided some pictures of murals in other cities. Many of these murals depict the history of the community. Paula discussed some of the other murals in the City of Allegan and stated the Arts Council would like to have more murals painted. They also discussed repainting some of the faded advertisements on some of the buildings. Two local artists were in attendance and expressed their interest with working with the Arts Council to paint some murals. The Arts Council will be taking the lead on the murals and will work with the Public Spaces Commission to give and hear comments.
6. **Sports Complex Study Discussion:** Sarah Perrigo summarized the June 12, 2019 Sports Complex listening session and SWOP evaluation. Some of the opportunities that were mentioned were creating a Miracle Field for events such as a Special Olympics, installing an ADA accessible playground, bring in travel leagues and more tournaments. Paula recommended installing a donation box at the complex and reducing maintenance costs by allowing portions of the complex to grow into a meadow area. Rosie would like to see a basketball court constructed at the Complex.
7. **M89/Hubbard Street Banners:** Joel discussed the current use and reservation process for hanging banners on the posts at the intersection and stated we need to have a better process in place for reservations. He also shared the new banner space rental policies. Tim Perrigo commented that he would like to see the banner location stay, but have the reservations better organized. Paula suggested the banners should be promoting events in and around Allegan. Judi would like to see the wood posts painted black with post caps.

Comments:

- Pete asked about the status of the Safe Routes to School project. Aaron stated that the project is in the MDOT's hands and will be bid on the state bid letting when the funding is obligated. We are hoping to construct a section of sidewalk this fall on Grant Street if timing and weather allows, but the majority of the project will have to be constructed in the spring of 2020.
- Paula stated there are a few trees in Rossman Park that could use some trimming.

8. **Adjournment:** Paula, supported by Delora, motioned to adjourn the meeting at 8:26 pm.

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

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

Wednesday, August 14, 2019 6:30pm

MINUTES

1. Call to order: Chairperson McCall called the meeting to order at 6:30 pm.
2. Attendance: Judi McCall, Delora Andrus, Rosie Hunter, Paula Mintek, Mike Manning, Landria Christman, Cyndi Reed, Pete Savage

Also present: Joel Dye, Aaron Haskin, Parker Johnson
3. Approval of Minutes from July 18, 2019: Paula motioned, supported by Delora, to approve the minutes with the following amendment. Discussion Item # 7 “Paula suggested the banners should be promoting events in and around Allegan as opposed to promotion only for the organization.” The minutes were approved with the amendment and the minutes were updated to reflect the change.
4. Public Comment: CJ Jesnek the owner of On the Grid Restaurant would like to paint an angel wing mural on the side of the restaurant and asked about the rules and policies in the City. Paula stated the City has not spelled out a specific procedure for murals. Landria and Paula would like the Public Spaces Commission to see a mock-up of the mural before the painting begins. Mike thinks it is interesting that CJ would like to do an interactive mural where people could take pictures with the wings in the background. Joel suggested hitting pause on mural reviews/discussion at this time because there is nothing in the City’s ordinance regulating them right now. He would like to develop a defined process for reviewing murals and giving a recommendation on them. Cyndi Reed stated it would be good to have a review and approval process in place, and she recommended keeping the ordinance simple.

Landria, supported by Mike, made a motion to direct staff to develop an ordinance for mural policies, mural review and approval criteria. The motion passed.

5. Allegan City Dam Removal Discussion: Joel explained the decision the City Council has been asked to make regarding whether to remove the dam, keep the dam, or do a partial removal of the dam. State and Federal agencies would like a decision made on the dam by March of 2020, so the

plans for the Superfund Cleanup can be created accordingly. The MDNR funded a concept and feasibility study depicting what the river could potentially look like with the three options. The full study is on the City of Allegan's website. Several public meetings have occurred to discuss the dam and hear public comments about the options. The next public meeting will be held at Allegan City Hall on August 28 at 6:00 pm. Joel discussed the motion made at the August 12 City Council meeting to put the dam decision on an upcoming election ballot for the public to decide on what they would like to do with the dam. The City's attorney was consulted on the motion and Joel was informed that the decision to put this item on an election ballot the City Council will have to have a minimum of 4 yes votes. The City's attorney also provided information based on case law that the City Council does not have the authority to put this item to a public vote. City Council will be discussing this at their upcoming meetings. Rosie stated dams were removed along the Pigeon River and the area doesn't look very appealing. Mike stated the dam removal is final and the City must be careful with this decision. Landria stated people talk about what they going to lose vs. what there is to gain. She feels there is more to gain with the dam removed than we will lose. Judi said her biggest fear is the unknown and what the final outcome will really look like if the dam is removed. Rachel McKenzie was in the audience and suggested doing some online research about dams or watching some dam removal documentaries; she said there is a lot of good information out there.

6. Cemetery Headstone Decorations: Judi stated the subcommittee to discuss this item will be meeting in September to discuss. Pete shared a photo of cemetery fountain pieces that were located in the cemetery chapel.
7. Blessed Sacrament Section of the Cemetery: The Commission discussed the Church's request to purchase additional cemetery property for Catholic burials. The cemetery has limited space for burials and should public cemetery property be sold for the use of one religion. Mike wanted it noted that the City recently sold a section of cemetery property for a commercial business and stated maybe that was a mistake. Cyndi Reed stated she doesn't think public property should be sold for one religion's use only. Landria Christman stated she doesn't think the property should be sold. Judi McCall stated she is not in favor of selling cemetery property. Delora Andrus stated we shouldn't sell cemetery property. Mike Manning is in favor of selling property to the Blessed Sacrament Church. Pete Savage stated he has no problem with selling the Church additional property. Paula Mintek stated she is in favor of selling the Church 1/2 of the property they have requested. Rosie abstained from comment due to her affiliation with the Catholic Church.
8. M89/Hubbard Street Banners: This item was tabled until the next meeting.
9. Adjournment: Cyndi, supported by Delora motioned to adjourn the meeting at 8:32 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**

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

Meeting Cancellation

The regularly scheduled Public Spaces Commission meeting on September 11, 2019 is cancelled. The next scheduled meeting is October 9, 2019.



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

**Allegan City Hall
231 Trowbridge Street
Allegan MI 49010
Wednesday, December 11, 2019 6:30pm**

MINUTES

1. Call to order: Chairperson McCall called the meeting to order at 6:33 pm.
2. Attendance: Judi McCall, Teresa Galloway , Rosie Hunter, Paula Mintek, Landria Christman, Cyndi Reed, Pete Savage

Also present: Joel Dye, Aaron Haskin, Parker Johnson
3. Savage offered a motion with Christmans support to approve the regular meeting minutes of October 16, 2019. Motion approved.
4. Allegan City Dam Removal Discussion: A continued discussion ensued regarding the removal of the Allegan City Dam. During the discussion, the commission provided more concept ideas if the City Dam was to be removed. Concept ideas included; dredging a better river path, deep enough for boats, outdoor classrooms, and pond by the library, not allowing overgrowing of trees, walking trails, benches, picnic areas, art sculptures, boat tours and paddle boat tours.
5. 101 Brady Street Discussion: A continued discussion ensued regarding the 101 Brady Street Discussion. Dye updated the Commission regarding the events from the City Council meeting from Monday, December 9, 2019. Dye noted the Council adopted Resolution 19.23 approving Ballot Language on the Sale of property located at 115,125, and 131 Brady Street, otherwise known as Mahan Park. Dye also provided to the Commission the presentation from CL Real Estate known as Option B. Dye discussed how Option B was the choice CL Real Estate believed to be the best option because it allowed for the additions and enchantments to Mahan Park.
6. Adjournment: Reed offered a motion with supported by Christman motioned to adjourn the meeting at 8:03 pm.
7. Minutes respectfully submitted by,
Christopher Tapper, City Clerk