I. CALL TO ORDER AND ROLL CALL.
   • The meeting was called to order at 7:00 p.m.

II. ADOPTION OF MAY 21 2020 AGENDA.
   • There were no changes to the agenda.
   • Ms. Alkema, supported by Mr. Frever, moved approval of the May agenda as submitted. With a voice vote, the motion carried unanimously.

III. EDITING AND APPROVAL OF APRIL 16, 2020 MEETING MINUTES.
   • Ms. Chase referred to page 2, the second to last bullet referring to the educational signs on the board walk along Parkview. Those signs are under the jurisdiction of the City of Kalamazoo rather than the Council.
   • Mr. Strazdas, supported by Mr. Scott, moved approval of the April Minutes as submitted. With a voice vote, the motion carried unanimously.

IV. OLD BUSINESS
   a. Buying Hadji Tehrani’s parcel C.
      • Mayor Anderson provided an update regarding his conversations with Mr. Tehrani. Mayor Anderson was agreeable with the idea of getting a survey of Parcel C to assist with the negotiations. He is depending on the resources of the Land Conservancy. He will talk to them about having a survey done, and come back to the Council with suggestions on how that might work. He will also discuss this idea with the developer.
      • Mr. Hampton estimated that the survey would cost less than $5,000. He will talk with Mark Hoffman and Paul MacNellis to find out if they have information regarding previous surveys of Parcel C.
      • Mr. Strazdas mentioned that it might be difficult to get a quote now. It would be helpful to confirm where the north boundary line is and have markers placed in all corners.

   b. Welcome to Tom Sauber, the new Natural Areas Manager, etc.
      • Mr. Hampton advised that, in addition to being the new Natural Areas Manager for the Council, Mr. Sauber is also the Special Projects Manager for WMU and has another role. He is a WMU graduate in geo-science and has worked at WMU for 33 years in the Landscape Services
Department. Mr. Sauber lives in the Winchell neighborhood and his property is adjacent to the Asylum Lake Preserve.

- Ms. Dever mentioned that City parks are open to walk through, but no one is allowed to use the playground equipment at this point.

**c. Overuse/abuse of the Asylum Lake Preserve, including lack of social distancing, picnicking, trash, parking on the roads, and exposure of landscape services personnel. Signs asking for social distancing were designed, printed and installed at each entrance.**

- Mr. Strazdas observed a bent sign and people parking along Parkview. There is a no-parking sign in that area. People park at a 90-degree angle and they think it is okay to park there.
- Ms. Chase suggested asking if the City can assist with the parking issues, since Parkview is a public street and it is the City’s responsibility to enforce parking ordinances. It was also suggested that additional no-parking signs could be added by the Parkview entrance.
- Mr. Bassett observed several cars parked on the bike path, which is dangerous; they were almost on the road. People slow down and there are a lot of accidents in that area. Mr. Strazdas will send an e-mail to the WMU Police Department to request that they communicate with City of Kalamazoo Public Safety personnel.
- Ms. Alkema provided the following number for City of Kalamazoo, Public Safety: 269-488-8911.
- Mr. Frever advised that a WMU grounds person visited the Preserve during the Corona shutdown to service trash cans and liners. There has been an increase in traffic recently. WMU has limited staff available to pick up trash in the Preserve.

**d. Herpetologic study is not posted on our website; do we need new figures from the author?**

- Mr. Frever will check on resources in the IT Department; many staff people are still home. There have been just a couple dozen maintenance people working, rather than the usual 30 or more.

**V. PROJECT/SPECIAL COMMITTEE REPORTS.**

**a. Any applications for using the Preserve?**

- Mr. Kohler has not received any applications.

**b. Budget proposals for 2020-2021 ALPMC year were adopted in March. The March Minutes say “the Chairman for each of the subcommittees should work out a plan to bring back to the Council. Anybody have one?”**

- Mr. MacNellis submitted a budget proposal via e-mail.
- Discussion followed regarding the work to be done by Bill Schneider’s crew. Nineteen thousand dollars was allocated for those projects this year (through June of 2021.)
- Mr. Bassett advised that Mr. Schneider is planning to work in the Preserve in late June. Mr. Sauber will provide more details in an e-mail to Mr. Bassett regarding what is needed. There is a visible difference at the Preserve because of the work Mr. Schneider’s crew has done.

**c. Signage Committee feedback for the Council.**

- Mr. Scott provided information with a diagram of the proposed sign and text for a motion by the Council. The motion proposes installing a sign at each of the Parkview Ave. and Drake Rd. parking lots.
- The subcommittee didn’t propose putting a sign at the Winchell entrance due to budget constraints; that would cost an additional $2,000.
• The proposed signs will cost $4,000. There will be $1,000 left over, which could be used for trail signage. The proposed sign is 4’ x 6’. It was modeling after a 4’ x 8’ sign at Anderson Arboretum. The subcommittee can’t afford a solid cedar sign like the sample.

• The proposed sign has verbiage to lessen the impact to the Preserve and prohibit certain things. Are the items on the list part of a policy and, therefore, they cannot be changed? It would be helpful to narrow down what we are asking for from the manufacterer so this project can proceed as soon as possible.

• There is already a wire sign outside the fence at the Drake Rd. parking lot. Also, the map inside the wood and glass enclosure was crooked due to one corner no longer being tacked, and partially blocked by a tattered paper taped to the glass.

• The new sign is being considered because there are concerns that the existing sign is not adequate. The signs with a larger font that are located before the gate were worthwhile. It would be helpful to have a map so visitors know where they are going. The push-in signs are temporary. The area should be cleaned up and made more visually attractive.

• Mr. Strazdas suggested having the Council review the wording of the dos and dont’s and the map. Once the Council has approved the wording and map, Tony Proudfoot and Tom Sauber would need to provide their approval for the branding. After that, a decision could be made regarding the most cost effective way to proceed. The sign should have the same branding symbol that is used elsewhere.

• Someone will need to determine how the sign will be installed and if union staff can do the installation. Mr. Frever stated that the sign could be considered for subcontracting but other details need to be discussed before he and Mr. Sauber can proceed. If the union doesn’t have the capacity, skills or talent to do the job, it will go to a subcontractor.

• Ms. Huxmann stated that the sign would be made out of polycarbonate and it will be in color, and preferably have an awning over the sign to protect it from fading too fast. It will fade over time but if it is protected, that will slow down the process. It is uncertain at this point what the awning will be made of.

  o The following concerns and comments were made regarding the proposed sign:
  o What will the impact be if the sign has a lot of do’s and don’ts?
  o The sign should state that the Preserve is a natural area, not a park.
  o Is the proposed sign too big?
  o Maybe the current sign would be more effective if it were maintained.
  o What impact will the proposed sign have on natural features?
  o Unlike the Winchell entrance, the Drake Rd. entrance is very open. People are not paying attention to the sign in that location.
  o If more education regarding the Preserve is a goal, a larger sign will draw peoples’ attention.
  o There is currently no sign saying pick up after your dog.
  o The proposed sign is not that big. It is not obtrusive and would be a good educational tool. The intention is that it will help protect the Preserve.
  o Maybe someone could do a cardboard mock-up of the proposed sign and hold it up to see how it looks, it is hard to visualize.
  o Details on the map should be correct with regard to the color-coding etc. Some of the trails in the wildflower area need to be closed. The new map should have that information. The Council cannot proceed with the sign without the map.
  o The sign should focus on the reasons people enjoy the Preserve rather than admonishing people, but people do need to be reminded of the rules.
  o The sign should be constructed so that it can be updated without replacing the whole sign.
  o Will there be a place on the new sign for the pamphlets from ALPA? Those pamphlets have been picked up in quantity and could be updated as the trails are closed.
It would be helpful to focus/invest more on interpretive signage rather than signs by the entrances.

- Mr. Hampton suggested having the Sign Subcommittee agree on the language and have the image in the picture match the text in the motion and then wordsmith it before the next ALPMC meeting. He would also like to know more about the awning and how the sign can be updated.
- Ms. Alkema suggested having Ms. Holmes write some of the positive things down for the sign committee to review.
- A motion was made to table the original, proposed motion from the subcommittee. The subcommittee will work on a new rendition of the sign to be submitted at the next meeting. With a voice vote, the motion carried by a majority vote. Mr. Scott and Mr. Kreuzer were the only dissenting votes.
- Mr. Scott and Mr. Kreuzer are concerned that the sign will not get done soon enough. Signage is vital to protect the Preserve. The sign should be encouraging but it doesn’t seem offensive to remind people of what they should not be doing.
- It was suggested that the proposed updates for the sign should be provided within two weeks of the May meeting. The sub-committee will need time to absorb the comments and get back to the Council a few days before the next meeting.

VI. NEW BUSINESS.

a. What more needs to be done to protect the Preserve and people?
   - Ms. Holmes observed that it looks like the Preserve is being taken care of. The trash cans were almost empty. It is a refuge for people, and she has not seen much damage.
   - Mr. Kreuzer picked up trash bags that he found in the Preserve.

b. Should we determine criteria for closing the Preserve? Should we determine criteria for reopening the Preserve?
   - No further action appears to be necessary at this point.

c. Update on plant inventory.
   - Mr. Bassett provided a plant inventory to the Council. It was a combination of various documents and a map. It is basically a plant list but not a formal report. After the plant list there is a perspective from a person who is not part of the Council.
   - Mr. Bassett will remove the location information in the text and provide an updated document for posting on the website.

d. Updating Management Plan.
   - The updated Management Plan has not been provided yet.

e. Election for council offices – odd years.
   - It has been suggested that the Council could skip the fall 2019 election and hold the next election in the fall of 2021. Mr. Hampton was not sure if he would take the retirement incentive so he suggested holding an election in October of 2020. There needs to be a slate of candidates and time for the Council to think about the election.
   - Mr. Strazdas, supported by Ms. Holmes, moved to reaffirm the present officers on the Council and establish a nominating committee prior to fall of 2021. With a voice vote, the motion carried unanimously.
   - If any of the current officers want to vacate their positions, that specific issue can be addressed at the time it happens.
VII. NEXT MEETING – ON-LINE. DO WE NEED TO ADJUST OUR ZOOM MEETING? WHEN?
- The next Zoom meeting is tentatively scheduled for June 18th.

VIII. COUNCIL/STAFF COMMENTS.
- Mr. Sauber stating that he is looking forward to working with the Council. Asylum Lake is his passion.
- Mr. Deleonabreau volunteered to help create the map for the proposed sign.
- Discussion followed regarding the lush overgrowth of mustard plants in the Preserve and possible ways to help eliminate it. There were comments on the ALPA Facebook page from people who wanted to volunteer to help eliminate the plants.
- A suggestion was made to have people pull the plants and leave them by the trash receptacle. It would be preferable to leave them by the main, paved trails rather than by the entrances so it would be easier to pick them up.
- The West Michigan Land Conservancy suggests pulling the mustard plants in the next week or so to avoid scattering the seeds. Ms. Holmes inquired if it would be quicker to contact Mr. Sauber. Mr. Frever will provide Mr. Sauber’s phone number. His department took a 68 percent cut in staffing and they don’t have as many people in the summer. They also don’t have students to help this summer, but they are working on resolving those issues.
- Ms. Alkema advised that Kleinstuck Preserve has educational signs that invite visitors to pull the Mustard plants when they see then and to keep them by the edge of the trail for someone to pick up. The Land Conservancy suggests putting the mustard plants in plastic bags. She suggested having signs in Asylum Lake Preserve next year inviting visitors to pull the mustard plants.

IX. PUBLIC COMMENTS.
- None.

X. ADJOURNMENT.
- The meeting adjourned at 8:45 p.m.

Minutes approved 6-18-2020