

**AGENDA**

- A. Call to Order**
- B. Approval of Agenda**  
Any additions, deletions, modifications to the agenda will be done at this time.
- C. Presentations, Public Hearings & Related Approvals**
- D. New Business**
  - a. Consider Request to Purchase and Install Historical/Memorial Signage at Memorial Park.
  - b. Consider Update and Request to Parks and Planning Commission from Orphans Baseball.
- E. Old Business**
- F. Adjourn**

The will adjourn to a Workshop following the regular meeting.



# HOWARD LAKE PARKS & PLANNING MEETING

MAY 27, 2026

**AGENDA ITEM:** Consider Citizen Request for Memorial Park Signage

**SECTION:** New Business

**FROM:** Karen Erickson

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**Background:** At the April City Council Meeting, Karen Erickson/Middleville Township addressed the city council requesting signage to be installed at Memorial Park to showcase the park history, specifically its “elders” that shaped the Orphans Organizations. Ms. Erickson is a local author and historian and prides herself on learning the history and showcasing it in her writing. She specifically wants to show case Don and Mike Mitchel for their efforts with the Orphans.

Ms. Erickson has provided a schematic depiction and estimated cost for the signage. She has not indicated what specifically would be on the signage, where she hopes it to be placed or who would pay for the materials/installation.

The City Council directed staff to bring forward any articulated requests through the Parks and Planning Commission.

The Parks and Planning Commission should provide the following:

- An opportunity for Ms. Erickson to be heard in full for the request.
- Solicit feedback on the request.
  - o Staff notes the placement of a Mitchell Memorial at the park already.
- The request is not budgeted, if funds are needed/sought and the PPC should be careful with public dollars used to recognize private individuals.

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**PLANNING COMMISSION ACTION REQUESTED:** Solicit feedback on proposal.

## **FINANCIAL:**

Very rough ballpark for the display shown (materials only, not labor, concrete, or graphics printing):

- Posts (likely 6x6 treated, qty 4): about \$240–\$400
- Header/pergola framing (2x8 / 2x6 treated lumber): about \$150–\$300
- Pergola slats / rafters: about \$80–\$180
- Display panels/frames (powder-coated aluminum or routed composite): about \$600–\$1,500
- Printed interpretive/map panels (weatherproof high-pressure laminate or aluminum composite): about \$800–\$2,500 depending on quality and number of panels
- Hardware/fasteners/brackets: about \$100–\$250
- Mulch/edging/base materials: about \$50–\$150

Estimated material total:

- Basic municipal/park-grade version: roughly \$2,000–\$3,500
- Higher-end interpretive signage system: roughly \$4,000–\$6,500

**LEGAL:** Open

## **ATTACHMENTS:**

1. Sample Display





# HOWARD LAKE PARKS & PLANNING MEETING

May 27, 2026

**AGENDA ITEM:** Consider Update and Request from Howard Lake Orphans

**SECTION:** New Business

**FROM:** Shane Heber & Chad Burau | Howard Lake Orphans  
Nick Haggemiller, City Administrator

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**Background:** The Howard Lake Orphans are under new management. City staff has been meeting and working with Orphans representatives, Shane Heber and Chad Burau on proposed enhancements to the field as well as cost participation from the City.

To date, staff has provided the current policy direction provided by the city council and through the planning commission that prioritizes life/safety/code and general accessibility of parks. Future enhancements must be planned and programmed through annual budget and CIP discussions and related approvals. The City was unsuccessful in 2025 in the pursuit of DNR Outdoor Recreation Grant.

Heber and Burau were directed by the city council to address the Parks and Planning Commission with an update and an articulated ask of the City.

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**PLANNING COMMISSION ACTION REQUESTED:** Open

**FINANCIAL:** Open

**LEGAL:** Open

**ATTACHMENTS:** N/A