PARKS AND RECREATION COMMISSION

**REGULAR MEETING**

**TUESDAY, NOVEMBER 22, 2016 – 7:30 p.m.**

# City Hall Council Chambers

301 W. Main St. Owosso, MI 48867

**CALL TO ORDER:** Chairman Espich called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE:** Was recited.

**ROLL CALL:** Was taken by Deputy City Clerk Roxane Cramer.

**MEMBERS PRESENT:** Chairman Mike Espich, Vice Chair Jeff Selbig, and Commissioner Kristen Woodbury.

**MEMBERS ABSENT:** Commissioners Shane Nelson and Randy Woodworth.

**OTHERS PRESENT:** Several citizens (see attached list),Donald Crawford, City Manager; Susan Montenegro, Assistant City Manager/Director of Community Development; Glenn Chinavare, Utilities Director.

**APPROVAL OF AGENDA: VICE-CHAIR SELBIG MADE A MOTION TO APPROVE THE AGENDA FOR NOVEMBER 22, 2016, SUPPORTED BY COMMISSIONER ~~WOODWORTH~~ WOODBURY.**

**AYES ALL, MOTION CARRIED**

**APPROVAL OF MINUTES: COMMISSIONER WOODBURY MADE A MOTION TO APPROVE THE MINUTES FOR THE MEETING OF OCTOBER 25, 2016, SUPPORTED BY VICE CHAIR SELBIG.**

**AYES ALL, MOTION CARRIED**

**PUBLIC COMMENTS:**

None.

**COMMUNICATIONS:**

1. Staff memorandum
2. Minutes from October 25, 2016

 3. Guidelines for Park Master Plan Update/Revision

**BUSINESS:**

**Skate Park Update – Council decision update**.

Ms. Montenegro reported that council approved Grove Holman Park for the location of the skate park.

Vice Chair Selbig asked if council had any questions or suggestions.

Ms. Montenegro reported that they did not have either.

**DNR Grant timeline/requirements discussion**.

Ms. Montenegro explained that the DNR have not even released the notice of funding availability and that it normally happens in December. To give everyone a feel of what needs to be done she emailed the commission last year’s “Land and Water Conservation Fund Grant Manual”. She reported that commission already has a lot of the requirements done, the cost estimate for the skate park, the conceptual design, the resolution by council approving the location have all been completed. The major part will be filling out the application narrative.

The application has to be in the DNR by April 1, 2017. If the commission wants to seek money from the city they have to request that money from council. The city’s budgeting process starts in April and everything for budget has to be approved by May 1, 2017. The commission can also count “in-kind work” as part of budgeted money. In the beginning of September the DNR sends a preliminary scoring and allows applicants to go in and tweak the application where permitted to improve final scoring. The city only shows what the city is committing for funding; however, the project expense breakdown has to show where all funding is coming from. The application is submitted by 11:59 p.m., April 1st. Chairperson Espich stated he thought it would be a good idea for March 1st to be the deadline for money commitments.

**Parks & Recreation Master Plan timeline/requirements**

Chairperson Espich had requested Ms. Montenegro go through the timeline and make certain the commission doesn’t miss the deadline.

Ms. Montenegro reported the timeline would be to submit a revised plan that has been adopted by the local unit of government by March 1st. A 30 day public viewing period must take place prior to council adoption. The revised plan could go to the council for adoption at the second meeting in February as long as the plan revisions completed by that time. The plan would be at city hall front desk for the 30 days. Public notification announcing the revised plan could be put in the paper, on the city website and on Facebook so citizens could come in look at the plan and give input on that plan. The commission has to show that they had public input and is why tonight’s meeting was posted as a public workshop/forum, allowing for public input on the park plan. Ms. Montenegro also explained to the commissioners if you change the Master Plan it isn’t set in stone and revisions can be submitted to the DNR at any time during the five year life cycle of the plan once it is adopted. She suggested a couple of extra meetings maybe one in December and one in January just to get things ironed out. The next meeting will be December 13, 2016 because of the Christmas Holiday. The plan must be submitted by March 1, 2017.

**DISCUSSION OF UPDATING THE PARKS AND RECREATION MASTER PLAN**

Discussion of Parks & Recreation Master Plan Updates for the following parks:

**Adams (Partner with Boy Scouts)**

Chairperson Espich asked Ms. Montenegro about clarification of the partnering with the boy scouts.

Ms. Montenegro reported that the boy scouts had built the play scape and she had invited them to the meeting but they were not sure they could attend tonight’s meeting. The playscape at Adams Park was built as an Eagle Scout project as well as painting the existing swing set. Two benches were placed near the playscape as well. The boy scouts would like to see a pavilion built there on the cement pad.

Vice Chair Selbig questioned the need to even have “this is a neighborhood park that was formerly a city rink with lighting and a warming house” as a key observation.

Ms. Montenegro pointed out that there isn’t much parking because it is located in the middle in of a residential area.

Chairman Espich asked if there had been any attempt to work with the church for parking signage and way finding from a park and where it is located.

The following changes were suggested for Adams Park in the master plan:

***11) MEMORIAL FIELD (ADAMS)***

*Location:* North central Owosso with a walk-in entrance on North Adams Street at Galusha Street

*Size:* 1.3 Acres

*Key Observations:*

1. ~~This is a neighborhood park that was formerly a city ice rink with lighting and a warming house~~

1. The limited parking limits the types of use for this park.

2. The plans for this park will revolve around the interests and resources of the neighborhood that has shown enthusiasm for “their” park.

3. ~~Youth soccer and ball teams find this field to be a good practice area.~~

3. New play scape recently built is inviting to families in this area.

*2016*

*~~2011~~ Park Plan Components.*

 needs signage and adopt wayfinding from all four compass points.

1. The park ^ ~~is unsigned and in its context requires a gateway announcement of its availability and status as a city park.~~

2. ~~Philanthropic or service club~~ ~~donation of a tot lot will serve a neighborhood that is quite isolated from public open space in the northeast quarter of the city.~~

 Build a pavilion and place picnic tables.

3. ^ ~~Improve the pathway to the field—crushed limestone~~.

Vice Chair Selbig asked for comments or suggestions from the audience on Adams Park. There weren’t any comments.

**Grand Avenue**

Chairman Espich asked if this was still part of the parks system.

Ms. Montenegro reported it is still part of the parks system.

Suggestions were to reforest or sell it. If you sell a park you have to put it to the public vote and it has to pass by two-thirds.

City Manager Donald Crawford stated that this park is part of a drainage channel. Old records show that this is a peat bog with a note that homes should not be built here. City manager suggested it should be used as more of a holding area for sandlot/ playground area.

**MOTION BY COMMISSIONER WOODBURY SUPPORTED BY VICE CHAIR SELBIG TO ACCEPT THE CHANGES TO ADAMS PARK AND GRAND AVENUE FIELD.**

**ALL AYES, MOTION CARRIED.**

***12) GRAND AVENUE FIELD***

*Location:* In southeast Owosso on the south end of Grand Avenue with another approach from Washington Street via Harper Street.

*Size:* 1.3 Acres

*Key Observations:*

1. ~~The Planning Commission recommends removing this park from the park system. A process is~~

 ~~recommended that incorporates neighborhood planning for the possible uses of the land that~~

 ~~might include: reforestation into a conservation area; partial sale—south side—to the cemetery~~

 ~~as buffer area only; some residential lots along Grand Avenue.~~

1. This is part of a drainage system along Saginaw Street with potential retention problems. It may still be

 enjoyed as a park.

2. As an alternate, consider local neighborhood plans for passive recreation, community gardens, or

 the return of the property to a natural state.

Commissioner Woodbury left at 8:24 p.m. ending the quorum for the evening. No further motions could be made but public discussion and input continued.

Nick Tereck spoke on behalf of the Owosso Rotary Club. The Owosso Rotary also has had a long history working with the YMCA at Hugh Parker Field. The Owosso Rotary Club can request money for Hugh Parker to make it much better than it is. The Rotary will be able to receive $4,000 grant, and locally their club will match with another $4,000. He also said that the Owosso Soccer League has committed to raising $4,000 to help make the soccer field better, stating the money would be used to expand bathrooms make the parking lot more than gravel. The quality of the field could be made better by adding layers of top soil. Vice Chair Selbig asked if there has been any cost estimates on the work to be done. Mr. Tereck said he didn’t think there had been any quotes yet. Ms. Montenegro suggested getting a Recreation Passport Grant to add to the money further down the road.

Mr. Tereck also stated that the Owosso Rotary Club uses Harmon Patridge Park for their events and club members enjoy the natural feeling of the park and stated the club would like to continue to work with the city on Harmon Patridge Park.

Vice-Chair Selbig stated he has a project and he would like to see a labyrinth.

Ms. Montenegro reported that Rotary members thought signage on M-52 for Harmon Patridge Park is needed and would increase awareness of the park and its location.

Janae Fear said she is always traveling to Lansing Area Fields due to her children on the traveling soccer team, stating there are 6 – 8 leagues participating. She stated Hugh Parker Field is way overdue for maintenance and feels that the YMCA is not doing a good job on the maintenance. The field brings people from out of town.

**PUBLIC COMMENTS:**

Gary Burk is board member for the Friends of the Shiawassee River. He is at the meeting tonight in regards to the National Water Trail Designation. He stated he wants the commission to think of the river as a linear park connecting with other parks and other elements. He shared in the past there was talk about Harmon Patridge Park being connected to the Northwest because there is a lack of parks there. Mr. Burk explained the south side could be a trail head. Mr. Tereck said there is a great economic value to have the National Water Trail Designation

Ms. Montenegro stated that there is a joint trail authority with the City of Owosso, Caledonia Township, Airport Board and the City of Corunna as members. The authority is working toward improving the entire length of the trail between Corunna and Owosso. Most recent efforts have cleared brush along the trail allowing widening of the trail near the airport.

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**ADJOURNMENT:** Meeting Ended at 9:00 p.m. No adjournment due to a lack of quorum.