PARKS AND RECREATION COMMISSION

**REGULAR MEETING**

**TUESDAY, MARCH 7, 2017(postponed from February 28, 2017) – 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 Commissioners Nick Seabasty, Randy Woodworth.

**MEMBERS ABSENT:** Commissioners Shane Nelson and two vacancies.

**OTHERS PRESENT:** Susan Montenegro, Assistant City Manager/Director of Community Development; Glenn Chinavare, Utilities Director; City Manager Donald Crawford; Scott Gould.

**APPROVAL OF AGENDA: COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE AGENDA FOR MARCH 7, 2017, SUPPORTED BY VICE-CHAIR SELBIG**

**AYES ALL, MOTION CARRIED**

**APPROVAL OF MINUTES: COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE MINUTES OF JANUARY 24, 2017, SUPPORTED BY VICE-CHAIR SELBIG.**

**AYES ALL, MOTION CARRIED**

**PUBLIC COMMENTS:** Commissioner Woodworth encouraged members to move the meeting along due to his family and friends waiting for his return.

**COMMUNICATIONS:**

1. Staff memorandum.
2. Minutes from January 24, 2017.
3. Discussion notes from January 24, 2017.
4. Recreation passport grant guidelines.

**BUSINESS:**

**Recreation Passport Grant**

Commissioner Woodworth reported that Bryan Marks owner of Great Lakes Fusion will supply the commission with a letter from his company. The letter will state he can do the skate park project for $150,000.00 and the project can be done in two phases. Commissioner Woodworth met with Mr. Marks today and at the time Mr. Marks had not heard from his architect so Commissioner Woodworth reached out to three architects recommended to him. He chose an architect from Grand Rapids. They just did a Grand Rapids city park and they are going to give a proposal this week for this project. He also said Mr. Marks had contacted him about an hour prior to the meeting and said his architect would also have a proposal for them this week. Commissioner Woodworth stated it would be good to have a couple of competitive bids.

Ms. Montenegro stated that she would need by Tuesday the following information for council packet: the cost breakdown, commitment letter from Bryan Marks, commitment letters from donors, and a conceptual drawing.

Commissioner Woodworth asked about doing a Phase I and Phase II and moving forward with Phase I.

Chairman Espich explained that dividing into Phase I which would be $100,000.00 using the $75,000 grant and the $25,000.00 that Parks and Rec have and then Phase II fundraising with Mr. Owosso and the Patronicity Grant Match.

Ms. Montenegro explained that the parks and recreation commission must formally decide if they want to do the project as Phase I and Phase II tonight. Ms. Montenegro also explained again that she needs the information for council packet by Tuesday, Commissioner Woodworth and Chairman Espich expressed that they thought they didn’t need the information until March 20th for the public hearing. Ms. Montenegro explained that she would need the information by Tuesday to go into the council packet prior to the meeting.

Commissioner Woodworth thought the only thing council wanted was a commitment letter from the contractor. Commissioner Woodworth was trying to clarify what is needed for the packet as opposed to what is needed for the grant. Commissioner Woodworth said council only wanted information for limiting the risk for the city on this grant.

Ms. Montenegro explained for the grant requirement they need the documentation for the public hearing to show the public all the skate park grant information. Commissioner Woodworth said they would have the information for the public hearing.

Vice-Chair Selbig asked why they would need the information for the council packets. Ms. Montenegro explained the council needs the information to decide if they want to proceed with the grant as well as for public viewing/questions/comments. Vice-Chair Selbig stated that sometimes people come in the night of a meeting and explain it to the commission. He thought if the commission gave a packet to each council member and then the minutes would reflect it.

City manager explained that the materials and the agenda need to be available for the public hearing in order for the public to have something to comment on.

Commissioner Woodworth stated he was trying to ascertain what was needed for the council and what for the grant. He also expressed to get the cost breakdown by Tuesday would be impossible. Ms. Montenegro wants everyone to know she wants the skate park as much as the commission does; however, feels they are trying now to rush things. She stated the commission has changed the scope of the project is now trying to throw it all together in a couple of weeks’ time. Commissioner Woodworth stated it has been two years and they haven’t changed the skate park at all. Ms. Montenegro pointed out to him that the commission started out with a $350,000.00 skate park, and then scaled back to a $250,000.00 skate park last year and in February the commission is changed it again to a $150,000.00 skate park. The discussion at tonight’s meeting is about doing the park in phases to reduce the cost yet again, so no, it is not the same skate park.

Mr. Chinavare explained to the commission that he has been here for fifteen months and to him it doesn’t appear that the commission is ready to move forward. He hasn’t seen any commitment letters to show where the funding is coming from. Mr. Chinavare stated the commission has been working on this for two years and now you are rushing for a Tuesday deadline. Commissioner Woodworth stated that they have $25,000.00 dollars and looking for a grant for $75,000.00. Commissioner Woodworth stated they were directed by staff and spent five meetings to redevelop the Parks and Recreation Master Plan which was a waste of time. Mr. Chinavare stated but you are not ready. Commissioner Woodworth said they are ready they have $25,000.00 and asking for $75,000.00 more. Vice-Chair Selbig also stated that is where the money will come from for the first phase.

Vice-Chair Selbig asked Commissioner Woodworth if he could get a rough cost breakdown from the contractor.

Chairman Espich asked for a clarification from Ms. Montenegro about what she needed if it was everything listed on page 7 in chapter 2. He asked if the narrative was done. Ms. Montenegro explained it was not part of the packet. She explained that it is part of the application that goes to the DNR.

Commissioner Woodworth stated all the city council wants to know is that the city will be protected and they have done that because the contractor has stated he can do the project for $150,000.00.

Chairman Espich asked if there were minutes or a tape available of the previous night’s council meeting to confirm what council said.

Ms. Montenegro directed the commission to put together what they feel council needs and that is what she will be present to council. Ms. Montenegro stated that she has given the information of what council needs and she doesn’t want to argue about it anymore nor have the commission think she does not want the skate park. Ms. Montenegro reaffirmed that she does want the skate park and has put as much sweat equity into as the rest of the parks and recreation commission members have. Commissioner Woodworth responded that he does believe Ms. Montenegro wants the skate park but she is willing to wait another year and he is not. Ms. Montenegro explained she is willing to wait so the grant application is done right. Commissioner Woodworth responded that it will be done right and they have the right guy to do the job. By keeping it local that will eliminate the mobilization cost of bringing the company in from California and that was the majority of the cost.

**MOTION BY COMMISSIONER WOODWORTH TO PRESENT TO CITY COUNCIL ON MARCH 20TH  PHASE ONE OF SKATE PARK PLAN IN ORDER TO APPLY FOR A $75,000.00 RECREATION PASSPORT GRANT WITH A TOTAL PROJECT COST OF $100,000.00, SECONDED BY COMMISSIONER SEABESTY.**

**Vice-Chair Selbig asked for a review of what is needed for Tuesday. Ms. Montenegro reported they needed the following: the cost breakdown, a commitment letter from Bryan Marks of Great Lakes Fusion stating he can do this for a cost not to exceed $150,000.00, and a conceptual drawing with the phase one project.**

**ALL AYES, MOTION CARRIED.**

**Plunge for the Parks.**

Commissioner Woodworth asked Ms. Montenegro if we have the diver for the plunge. Ms. Montenegro reported they do have a diver and an ambulance and reminded the commission that they have to pay for it out of their funds.

Commissioner Woodworth said he started working on getting plungers this week and had rounded up 4 plungers (Casey Lambert, Jake Adams, Jim Woodworth and Randy Woodworth). Commissioner Woodworth said if he has 12 or 15 jumpers it would be a success and that he is going to try to have a food truck there.

Ms. Montenegro suggested using a tent like last year instead of the SATA bus. Commissioner Woodworth said that he would bring his ice fishing tent.

Commissioner Seabasty suggested talking to Meijer corporate for some funding.

LAFCU is sponsoring with a $1,000.00 donation.

**Parks Spring Cleanup**

Chairman Espich asked to put this on the agenda would like to concentrate on cleaning up the parks.

Commissioner Woodworth asked about each commissioner adopting a park. This was a suggestion by Tom Manke at a previous meeting.

Vice-Chair Selbig thought that the cleanup should be done one day because when you split it up it becomes fragmented. Vice-Chair Selbig would like to organize with Main Street as they have in the past.

Vice-Chair Selbig suggested a week prior to the cleanup that commission member go and make a list of the cleanup needs to be done at the parks. Then they will get together and decide which parks to work on.

Chairman Espich asked Ms. Montenegro to reach out to the Main Street Manager, Josh Adams, for a date. Ms. Montenegro suggested that Chairman Espich designate one of the commission members to reach out to Mr. Adams. Chairperson Espich stated he would reach out to Mr. Adams.

Ms. Montenegro reported that she has some “Green-up Clean-up” as well as “Polar Plunge” T-shirts in her office. They are leftovers from the previous years that were donated by John Hankerd. Chairman Espich asked if she would check and see how many “Plunge” shirts she had. She said she would find out.

**Disc Golf**

Chairman Espich reported the guys are at disc golf hole number 5 and have done a little bit of pruning but no major cutbacks. He wanted to let everyone know they are still working on the course.

Chairman Espich asked if Glenn Chinavare is the person to install the baskets and tees for the disc golf course. Mr. Chinavare said he would email Chairman Espich a proposed schedule when they can do that.

CM Crawford suggested it would take two guys about a day with a power auger

**PUBLIC COMMENTS:**

Chairman Espich reminded everyone of the annual Fred Meijer CIS Trail Meeting tomorrow night in St. Johns. He reported he will be attending again as a representative of the Parks and Recreation Commission.

**ADJOURNMENT:**

**COMMISSIONER WOODWORTH MADE A MOTION TO ADJOURN AT 8:24 P.M., SUPPORTED BY VICE-CHAIR SELBIG.**

**ALL AYES, MOTION CARRIED.**