

Owosso

Parks & Recreation

Commission



Regular Meeting
7:30 pm Tuesday, August 23, 2016
City Council Chambers
Owosso City Hall



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 17, 2016

TO: Chairman Espich and the Owosso Parks and Recreation Commission

FROM: Tyler Leppanen

RE: Parks & Recreation Commission Regular Meeting: August 23, 2016

The Parks & Recreation Commission shall convene at 7:30 pm on Tuesday, August 23rd, 2016 in the council chambers of city hall. The Girl Scout Troup 30331 will present their "Little Free Library" at Bentley Park and Rick Morris will give us an update on the CIS trail and possible connections through the City. Other items of business include the disc golf update, skate park update, and a discussion of updating the current Parks & Recreation Master Plan.

If you have any other updates or new information before the meeting, please send it along to myself and the commission. You can call my office number at (989) 725-0537 or email me at tyler.leppanen@ci.owosso.mi.us with any questions or concerns you may have.

Please RSVP! See you on the 23rd!

AGENDA
Parks & Recreation Commission
Tuesday, August 23, 2016 -- 7:30 PM
City Hall Council Chambers
301 West Main Street
Owosso, MI 48867

Call to order:

Pledge of Allegiance:

Roll call:

Approval of agenda: August 23, 2016

Approval of minutes: July 26, 2016

Public comments:

Communications:

1. Staff memorandum
2. Minutes from July 26, 2016

Business:

1. Girl Scout Troup 30331 "Little Free Library" at Bentley Park
2. Trail Update from Rick Morris
3. Disc Golf Update
4. Skate Park Update
5. Discussion of Updating Parks & Recreation Master Plan

Public comments:

Adjournment:

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/ hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso website is: www.ci.owosso.mi.us

**PARKS AND RECREATION
COMMISSION SPECIAL MEETING
TUESDAY, JULY 26, 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 Recording Secretary Roxane Cramer

MEMBERS PRESENT: Chairman Mike Espich, Vice Chair Jeff Selbig, Commissioner Shane Nelson, Commissioner Kristen Woodbury, Commissioner Randy Woodworth.

MEMBERS ABSENT: None

OTHERS PRESENT: Tim Law, citizen in support of the disc golf course; Jon Beebe and Eric Sanderson, designers of the disc golf course; Tyler Lapanen, Assistant Director of Community Development.

APPROVAL OF AGENDA: **COMMISSIONER NELSON MADE THE MOTION TO APPROVE THE AGENDA FOR JULY 26, 2016, WITH THE FOLLOWING CHANGES, REMOVAL OF ITEM OF BUSINESS NO.2 (THE FREE LIBRARY AT BENTLEY PARK BY GIRL SCOUT TROOP 30331) SUPPORTED BY VICE-CHAIR SELBIG.
AYES ALL, MOTION CARRIED**

APPROVAL OF MINUTES: **COMMISSIONER WOODBURY MADE THE MOTION TO APPROVE THE MINUTES FOR, THE SPECIAL MEETING OF JULY 12, 2016, SUPPORTED BY COMMISSIONER WOODWORTH.
AYES ALL, MOTION CARRIED**

PUBLIC COMMENTS:

Tim Law stated he was there for support of the disc golf course. He said he has played disc golf on many courses throughout the United States. He has played on disc golf at the Golden Gate Park. It has two mountain bike courses, a walking course, and a running course. There aren't any problems with all the different courses there and millions of people use this park.

Chairman Espich asked Mr. Lapanen to include information on the Golden Gate Park to include for council.

Communications:

- 1. Staff memorandum
- 2. Minutes from March 28, 2016

BUSINESS:

1. River Clean-Up

Chairman Espich asked that this be included on the agenda. He encouraged members of the commission and their families to help with the river clean-up.

2. Skate Park Update

Mr Lepanen explained he would be giving the commission a Memo on each item and doing a resolution on anything that will have an action.

Mr. Lepanen reported he contacted Spohn Ranch and asked them for a design using the Grove Holman Pool Site. Mr. Lepannen also requested from Spohn a design that would be \$100,000 less of an estimate because while talking to the DNR grants management person she indicated that the "Trust Fund Grant" would be highly unlikely to fund a skate park. She suggested using the Land and Water Fund for a grant possibility.

3. Consider changing time and Date of Parks and Recreation regular meetings.

Commissioners had a short discussion on changing the time and day of the meetings.

MOTION BY VICE-CHAIR SELBIG TO AMEND THE BYLAWS FOR THE PARKS AND RECREATION COMMISSION TO MEETING TO BE HELD THE 4TH TUESDAY OF THE EACH MONTH AT 7:30 P.M., SUPPORTED BY COMMISSIONER WOODWORTH.

AYES ALL, MOTION CARRIED

DISCUSSION: None

PUBLIC COMMENTS: None

ADJOURNMENT: VICE CHAIR SELBIG MADE THE MOTION TO ADJOURN AT 8:09 P.M., SUPPORTED BY COMMISSIONER WOODWORTH. AYES ALL, MOTION CARRIED.



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

DATE: August 17, 2016

TO: Chairman Espich and the Owosso Parks and Recreation Commission

FROM: Tyler Leppanen

RE: Disc Golf

I sent out the disc golf layout and design that I received from Tim Law. The disc golf course was approved by City Council on August 15, 2016 with the condition that warning signs are placed where the disc golf holes cross trails. Once the holes are marked in accordance with the approved plan the DPW will put the baskets in.



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DATE: August 23, 2016

TO: Chairman Espich and the Owosso Parks and Recreation Commission

FROM: Tyler Leppanen

RE: Skate Park

I emailed the new designs and cost estimates to the Commission members, and they are included in this packet. The new design and concept is for the new proposed location at Grove-Holman Park with a cost estimate of \$250,000. I personally am very happy with the concept considering the cost was decreased by \$100,000. Chairman Espich asked me to look at what we can do to lower the cost with in-kind donations and I will continue to do so as we move through this process.

I anticipate a long timeline for completion on this project and want to prepare Commission members what to expect. First, the master plan needs to be updated; a 5-year plan is required for DNR grants. If we expect to apply for funding through the DNR in April of 2017 this update should be completed and adopted by City Council in January. Secondly, the DNR accepts grant applications for the Land and Water Fund in April with final approval in September of that year. We would request the maximum funding limit, which is \$150,000. I will know more about this process as the Curwood Castle application moves along. Thirdly, once the Land and Water Fund (LWF) application is accepted then we can propose the project for a Patronicity grant. The Patronicity grant is limited to \$100,000 with 50% crowdfunded, or donated, and the other 50% is matched by the Michigan Economic Development Corporation (MEDC). I will also get verification that the LWF needs to be committed prior to the Patronicity grant. This would bring us to the \$250,000 goal along with the approximately \$23,000 raised by the community.

If the LWF grant is awarded in the fall of 2017 and the Patronicity grant is to follow I would anticipate construction at the earliest in the spring of 2018.



DESIGN. BUILD. COME TOGETHER.

CONSTRUCTION COST ESTIMATE
OWOSSO SKATEPARK – CITY OF OWOSSO, MICHIGAN
JULY 26, 2016

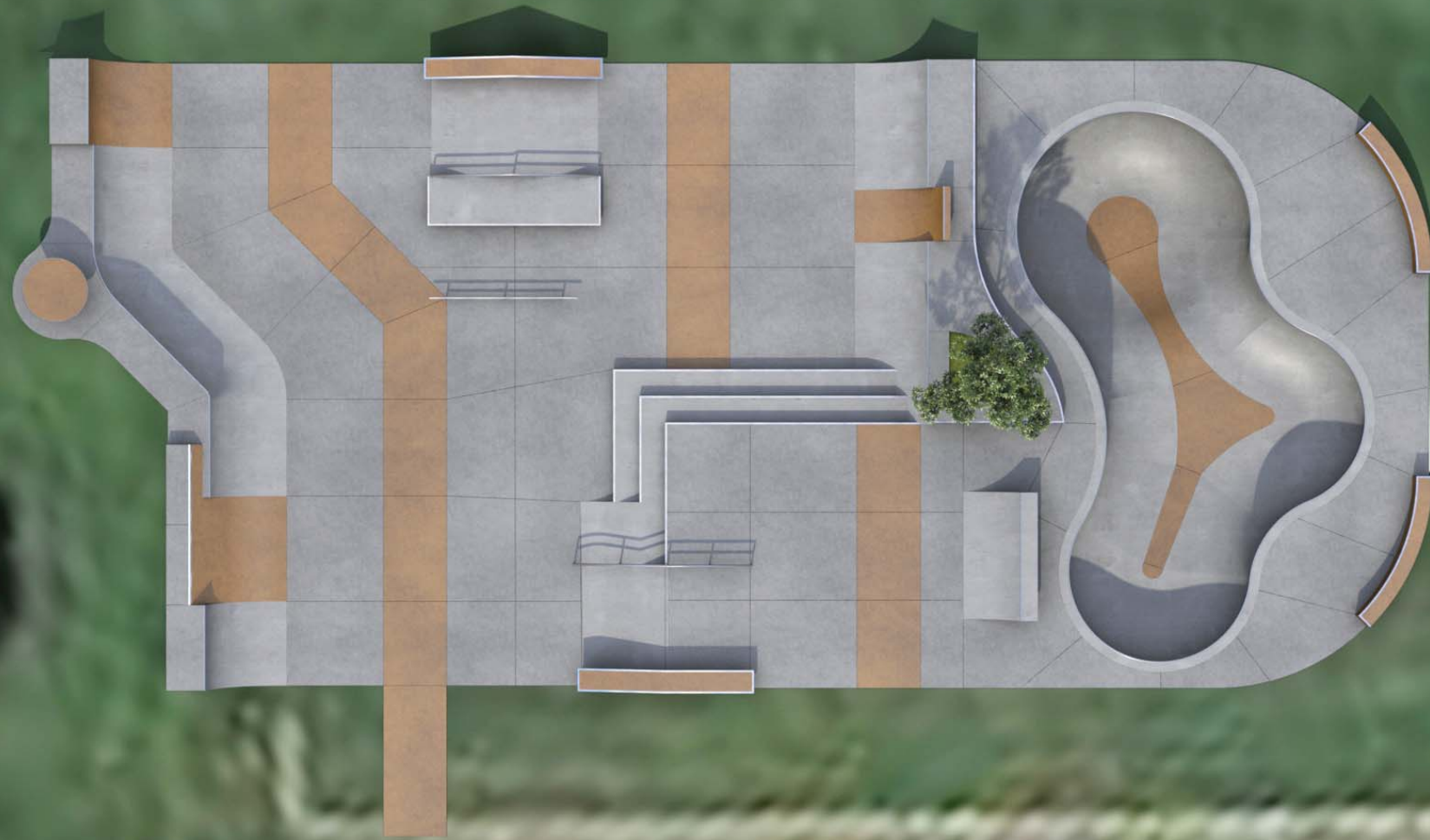
TASK	ESTIMATED COST
DESIGN DEVELOPMENT, CONSTRUCTION DOCUMENTS & ENGINEERING	\$35,000.00
GENERAL CONSTRUCTION REQUIREMENTS – TEMP FACILITIES, ETC.	\$25,000.00
DRAINAGE	\$15,000.00
EARTHWORK	\$45,000.00
STEEL FABRICATION – GRIND RAILS, COPING & EDGE PROTECTION	\$35,000.00
CONCRETE BANKS	\$25,000.00
CONCRETE HUBBAS, LEDGES & MANUAL PADS	\$40,000.00
SHOTCRETE	\$160,000.00
CONCRETE FLATWORK	\$75,000.00
TOTAL ESTIMATED COST	\$250,000.00

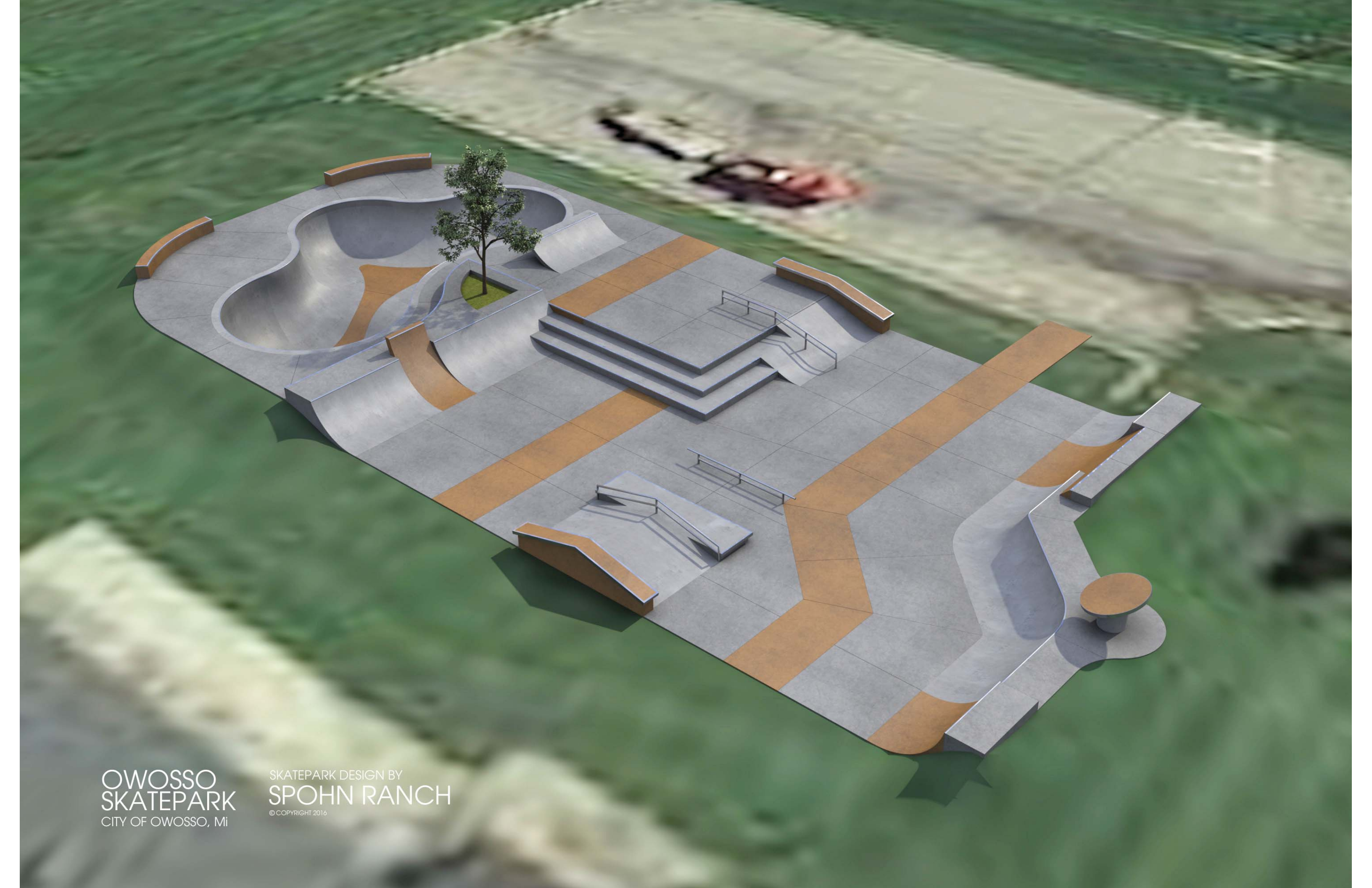
ASSUMPTIONS

- Client to provide temporary access to water and power source within 150' of skatepark footprint
- Client to waive permit fees
- Client to provide site survey in AutoCAD format
- Client to provide geotechnical report
- Estimates related to drainage, earthwork and concrete can fluctuate based on results of site survey and geotechnical investigation

OWOSSO
SKATEPARK
CITY OF OWOSSO, MI

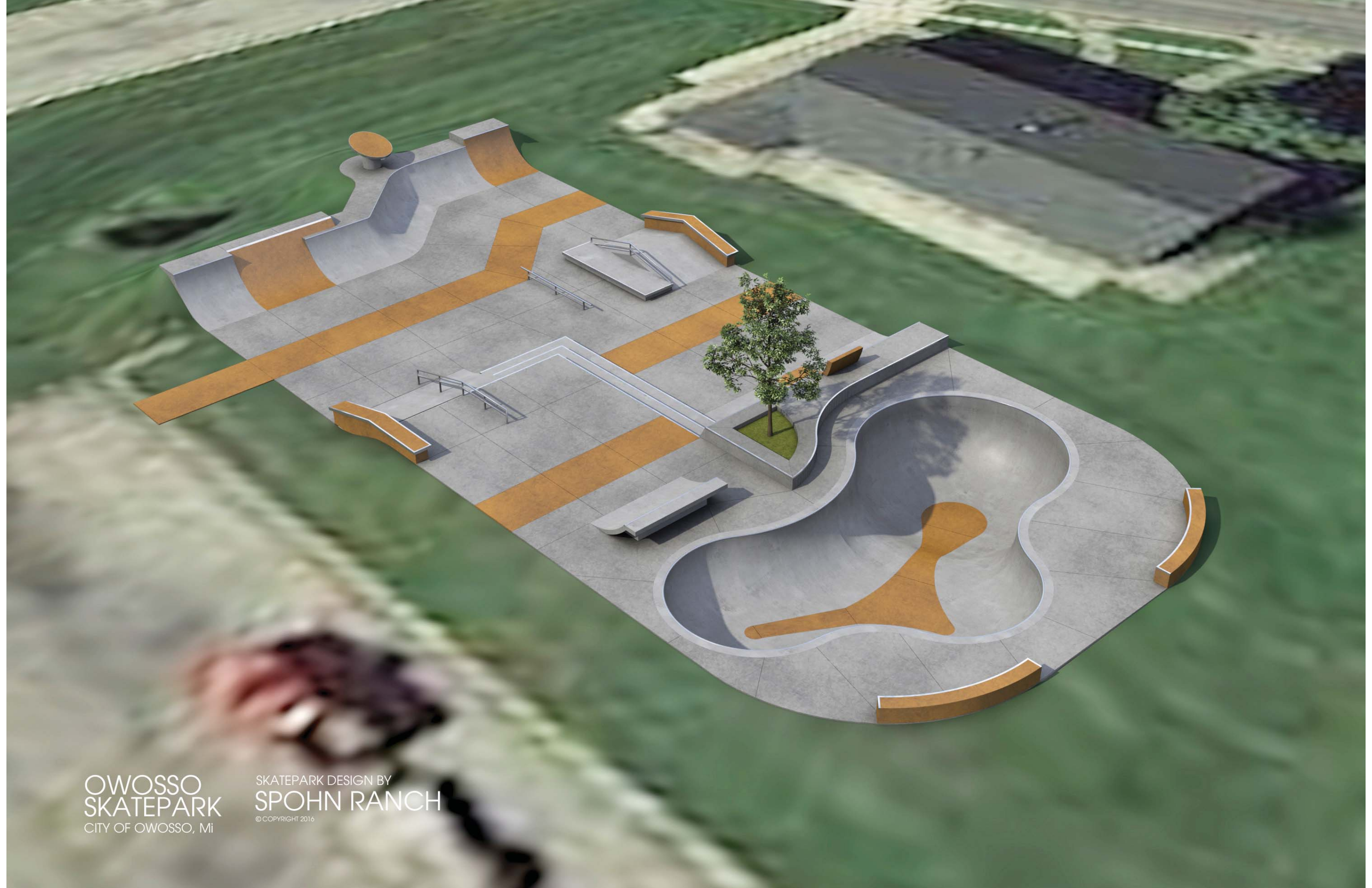
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SPOHN RANCH
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TO: Chairman Espich and the Owosso Parks and Recreation Commission

FROM: Tyler Leppanen

RE: Parks & Recreation Master Plan Update

The Parks & Recreation Commission needs to start updating the Master Plan from 2012. A 5-year plan is required to be in place for all grant opportunities from the DNR, including the planned skate park. There have been quite a few additions to our parks since 2012; however, the general concepts should still be applicable so a 5-year update should be sufficient. At the September meeting I will have a structured approach that will look at each park for the Parks & Recreation Commission to begin to update the plan. In the past it appears that there was annual action plans and updates that I can draw from.