

Minutes
Regular Meeting of the Parks & Recreation Commission
Council Chambers, City Hall
November 28, 2011 – 6 p.m.

Meeting was called to order at 6:05 p.m. by Chairperson Ladd.

Roll call was taken by Recording Secretary Marty Stinson.

Members Present: Chairperson Marsha Ladd, Commissioners Sherri Chavora, Michael Espich, Jeff Selbig.

Members Absent: Vice-Chairperson Jerry Hebekeuser

Others Present: Adam Zettel, Assistant City Manager and Director of Community Development; Councilmember Burton Fox; Mayor Ben Frederick (arrived 6:40 pm).

Approve Agenda for November 28, 2011:

A motion to approve the agenda as presented by Commissioner Chavora and supported by Commissioner Espich.

Ayes: all, motion carried

Approve Minutes from October 24, 2011 meeting:

A motion to approve the minutes from the October 24, 2011 meeting was made by Commissioner Espich and supported by Commissioner Chavora.

Ayes: all, motion carried

Public Comments: None.

Communications:

1. Staff memorandum
2. October 24, 2011 minutes
3. Fundraising report
4. 2012 Action Plan
5. Martenis email (for discussion on Business Item 3)

Business:

1. Election of Chairman, Vice-Chairman

A motion by Commissioner Selbig and supported by Commissioner Espich to nominate Commissioner Hebekeuser to the position of Chairperson.

Ayes: all, motion carried.

A motion by Commissioner Selbig and supported by Commissioner Espich to nominate Commissioner Ladd to the position of Vice-Chairperson.

Ayes: all, motion carried.

The bylaws mandate that the ex officio member of the commission shall serve as Secretary. That member is Adam Zettel.

2. Fundraising updates

Chairperson Ladd was glad to see the article on the front page of the newspaper about the Passport Grant

for Bentley Park. Mr. Zettel continued with a breakdown of the donations received so far. There is \$35,000 in pledges, \$15,000 from the City of Owosso, and \$29,300 from the Passport Grant. There is more almost totaling \$100,000 between rehab and playscape specific. Chairperson Ladd commented that the first phase is fully funded and now we are working on the second phase. Mr. Zettel said that 30 to 35 bricks have been sold. He also said we should have a meeting in January or February with the City Engineer, this commission, and Dave Tooley to map out placements in the park.

3. Recreation Passport Grant updates

Mr. Zettel said that we have the grant in the full amount. We will look to get out the bids after the holidays.

Mr. Zettel reviewed Council Member Martenis' e-mail dated November 6, 2011. In response to the e-mail, Mr. Zettel said that the land to the north of the park will be for parking at some time. The tennis court will have a new surface and fencing – that is part of the grant. The outdoor ice skating will be at Bentley when it gets cold enough during the daytime to stay frozen.

Commissioner Chavora noted the bridge on the current play equipment has a gap that needs repair if it's moved.

Mr. Zettel said he would get with Ron Baker about the fireplace at the pavilion in the Bentley Park. He would also like to add water and power there, if possible. Commissioner Chavora said we need electricity at the other end of the pavilion also, along with more outlets. Mr. Zettel stated the picnic tables have to remain chained together. Commissioner Chavora said maybe there are too many in the pavilion. It's difficult to walk between them.

Chairperson Ladd looked at the reservations for the pavilion in part to check for the numbers using it.

Commissioner Chavora said the lock and key has issues. We only need one key to fit all the things at the park instead of more than one key. Mr. Zettel suggested making the keys a non-issue. Having the police open and close the park; possibly dawn to dusk.

Mr. Zettel noted that the lighting for the gazebo won't be redone, but will have electricity. Commissioner Chavora said it's not being utilized even though we're spending \$4-5,000. Is there a better purpose for that money? She also wants the playscape visible from M-52, but the plans don't seem to be going in that direction.

4. 2012 Action Plan

Mr. Zettel presented the suggested action plan for 2012: Per the bylaws of the Owosso Parks and Recreation Commission, the commission is to adopt an action plan each year to focus planning efforts and objectives for the next calendar year. These objectives represent a focused effort to deliver recommendations and actions in accordance with the intent and word of Owosso Parks and Recreation Plan.

The following represents the OPRC's 2012 project list:

- Bentley Park maintenance improvement
 - Execute the Recreation Passport Grant rehabilitation plan
- Bentley Park playscape
 - Complete fundraising
 - Devise and implement the community build program

- Trails
 - Work on wayfinding and signage for the James Miner Trail
 - Support maintenance on the existing trail system
 - Create a trail/bike route map and plan for the city to integrate with rail trail
- Consider improvements to the amphitheater
 - Façade and roof
- Collamer Park
 - Remove old access drive curbing and replant
- Bennett Field gate
 - Add new gate in right field
- Disc Golf (pending community interest/effort)
 - Work with community on location and layout
 - Secure private funding
- Accessibility
 - Continue accessibility work on the entire park system
- Splash Park (pending community interest/effort)
 - Work with community on location and layout
 - Secure private funding

6:40 p.m. Mayor Frederick arrived.

Mr. Zettel noted that the Amphitheater is owned by the city and may need some attention from the Parks and Recreation Commission.

Commissioner Selbig commented on the access to Rosevear Park from Baker College. It would be a great trail though the areas that are not owned by the city. The city owns both ends of the trail and some of it is outside the city. He mentioned Collamer Park to Rosevear Park.

Mr. Zettel commented that we could add opportunistic, say free or reduced priced park or playground equipment to local parks. We might be able to install clay mounds or low cost large drain tiles when the city is working with them.

Motion by Commissioner Chavora, supported by Commissioner Selbig to accept the Action Plan with the addition of the trails from Collamer Park to Rosevear Park; and adding opportunistic events with free or low cost equipment.

Ayes: all, motion carried.

Public Comments:

Council Member Fox commented on the gazebo at Bentley Park.

Mayor Frederick commented that the area within the circle at Fayette Square is reserved for veterans.

Adjournment:

A motion to adjourn the meeting was made by Commissioner Selbig and was supported by Commissioner Espich. The meeting adjourned at 7:02 p.m.

Ayes: all, motion carried.

Adam Zettel, Secretary