

CITY OF BURTON
PARKS AND RECREATION COMMISSION MINUTES
FEBRUARY 24, 1999/4:00 P.M., COUNCIL CHAMBERS

The Meeting is called to order by Paula Zelenko at 4:07 P.M.

Members Present: Zelenko, Kallin, Walls, Hodgeson, Hindes, Manzardo, Waterson

Members Absent: LaDuke, Blundell, Crawford, Burger

Others Present: J. Major, DPW Director, B. Becker, Treasurer/Controller, J. Adams, Clerk's Office.

Moved by Hindes, seconded by Walls to approve and authorize the minutes of the Meeting of February 10, 1999, at 4:00 p.m.

Motion carried, 7-0.

PURPOSE OF THE MEETING: 1. Review & discussion relative to Parks & Recreation budget.
 2. Any other business or discussion germane to Commission business.

Mrs. Zelenko spoke regarding the upcoming budget and the need for input regarding that. She would also like to discuss the 5 year Plan and indicated the Veterans Memorial Park pavilion the Rotary is going to build, was mentioned for around year three in the plan, but that is going to go in sooner then anticipated. Mrs. Zelenko stated further, that the Mayor received a formal letter from the State regarding the Grant Application and will share that with the Commission later on in the meeting.

PRESENTATION:

Mr. Becker stated before the Parks & Recreation formed, there was a very small budget in the General Fund of approximately \$2,000-\$5,000 for the entire fiscal year. It was for the maintenance for the Fire Station #2 tot lot park and the former Veterans Memorial at Atherton and Center Road. They cut the grass there and maintained some of the equipment, but primarily the source for maintaining the equipment was from the Fire Department and contributions. Mr. Becker said the current year they are in now was a new task, there has been a couple of projects in the works, and they now have an operations budget that is still in the General Fund.

Mr. Becker reviewed the budget ledger sheets with the Commission. He stated the budget this year currently is \$72,000. They still maintain the vacant lot at Center and Atherton Road, and the Fire Station #2 park as well. The first three or four line items increased because of the maintenance of the new Veterans Memorial Park. Mr. Becker spoke regarding the Parks & Recreation line item of \$27,800, and stated \$5,600 has been used primarily for the expenses of the Commission's meetings and survey costs. There is \$22,000 remaining, and the final line item of \$29,000 is for the Water Tower Park.

Mr. Becker indicated budget amendment #1 capital improvement budget, the Water Tower Park, a total amount of \$72,478 is currently budgeted, that consists of \$30,000 from the DDA, and they have approved that allocation to the Water Tower Park. Community Development has two separate year fundings totaling \$16,478 that is currently available subject to environmental review. There is \$26,000 which is part of the Water Revenue Bond set aside for restoration at that site, and in addition to the \$72,000, the DDA has set aside an additional \$20,000 for the potential use of a clock there. That would increase the amount to \$92,000.

Mr. Becker spoke further, that when they applied for the Kelly Lake Grant, they had to provide a match of \$16,050, which he moved that amount into capital improvements as a match specifically for the Kelly Lake project. It earned interest and increased the amount to \$17,459. They are getting ready to do the budget process for next year, the Mayor and Council would like the Commission's input of the dollars to set aside for the upcoming fiscal year.

Mayor Smiley said he received a letter dated February 10, 1999, regarding the Kelly Lake improvement. The second recreational grant program was not recommended for funding in 1998. The Mayor read briefly some of the comments from the letter and said they indicated they would be happy to discuss the results and give suggestions on how to enhance the application. Mayor Smiley said they are putting the budget together and they need the Commission's input on what they would like to achieve in the next year. If the Commission would like, they can re-submit another application by April 1, 1999. He will give copies of the letter to the Commission.

Mrs. Zelenko inquired regarding the clock.

The Mayor said the DDA met with the owner of Rite Aid and there is an area off to the side designated for the clock.

AUDIENCE PARTICIPATION: No audience participation at this time.

COMMISSION DISCUSSION:

Mrs. Zelenko spoke of the dollar amounts remaining in the budget and indicated some will be spent on the Water Tower Park.

Mrs. Hodgeson inquired as to authorizing money to be spent on fixing equipment at Fire Station #2 park.

Mr. Major said the repairs were made out of the existing budget, and anything new or to replace equipment would come out of the budget. They have not done the ground treatment yet, and it will be a project for this spring. Rick Riess has determined to use Fibar, and he does not have a final estimate as yet. Mr. Major said between now and budget time, to look at ideas of what you would like to do.

Mr. Becker said if they opt not to pursue the Kelly Lake project, the \$17,000 could be re-allocated to some other area.

Mr. Major spoke regarding the Council providing a match if the grant came up again. He indicated that until they get a director to run the operation, they are really treating it as a maintenance program.

Mrs. Zelenko said it is her understanding if they did not use the grant match money, the Council wanted it to go back to General Fund.

Mr. Becker said the Commission still does not know if they are going to pursue another application or not.

Mr. Major said as a Commission, they are the director of the Parks & Recreation, so as a group they have to determine all these things, as where a department head, would make recommendations and get the Commission's approval. The Commission is doing a dual role right now.

Mrs. Manzardo spoke regarding the following areas she feels should be in the budget: 1) Work to be done at Fire Station #2; 2) A connecting sidewalk for the pavilion at the Veterans Memorial and area for the cannon; 3) The Davison Road Side Park work to be done to enhance the area; 4) A Burton sign at Cener and Atherton Road that would include various service groups; 5) A marquee or sign at City Hall that will show upcoming events, items of interest and Veterans Memorial activities; 6) A design session that ties into the County-wide work that is being done.

PARKS & RECREATION COMMISSION MEETING MINUTES

FEBRUARY 24, 1999/4:00 P.M.

PAGE -3-

A brief discussion followed regarding a charette session.

Mr. Hindes spoke regarding the pavilion and Veterans Memorial. He has been in touch with Dale Kildee's office and it is top priority for the cannon at the site. They will receive it sometime this year and he would like a walkway between the pavilion and memorial, and then circling the cannon. Mr. Hindes said there would be some expense for cement and securing the cannon.

Mrs. Zelenko stated Mr. Centilli is present in the audience and he has generously volunteered his work again to update the Veterans Memorial park.

Mr. Centilli said there are some paving bricks left over and spoke further on the area for the cannon and pavilion. Both he and Judge Hughes visited the owner of a truss company located on Bristol Road, and he indicated to give him a 2 day notice of when the trusses are needed and he will donate them free, they are around \$3,000. Mr. Centilli spoke further of Steve Heffner's help and his purchase of close to \$800 worth of material for the curing of the paving brick.

Mrs. Zelenko thanked Steve Heffner of his generous donations in helping with the chemicals and treatments on the paving bricks. She spoke with Judge Hughes regarding people needing to do community service and they have six people scheduled to do weed pulling in the spring.

Mr. Hindes spoke of utilizing the work release program, and said he also spoke to the VFW to help with weeding.

A brief discussion followed regarding supervision of workers.

Mr. Major spoke regarding the items Paula Manzardo mentioned she would like to have in the budget for next year. He needs amounts of what is needed on each item and asked if Mr. Centilli and Mr. Hindes could work together on costs for the memorial. He also needs volunteers to look at amounts for upgrades at Station #2, the Davison Road Side Park, the sign at Atherton and Center Roads, and the visioning session. They need preliminary numbers for the March meeting.

Mr. Hindes mentioned picnic tables and benches being added to the Veterans Memorial site.

Mr. Centilli said an orifice is needed for the flame at the memorial and the cost is approximately \$2,000. Consumers Power will assist in hooking it up and he believes they will give the gas for it free, and if they do charge, it is only the cost of one street light per year.

Mr. Major said those items need to be put in the budget and presented to the Council as a whole.

Mrs. Hodgeson volunteered to work on the Burton sign.

Mrs. Waterson said during the sub-committee discussion with Kristin from Rowe, the sign for the Water Tower Park they are hoping to keep the same style and color for uniformity. Mrs. Waterson volunteered to cover the Fire Station #2 park and will work with Rick Riess.

Mrs. Zelenko spoke regarding a shared renovation with the County, City and private citizens on the Davison Road Side Park, with the County still maintaining the park.

A brief discussion followed regarding a activity sign out front of City Hall. Mr. Becker indicated the sign at the Burton Senior Citizen Center cost \$7,000 - \$8,000.

PARKS & RECREATION COMMISSION MEETING MINUTES

FEBRUARY 24, 1999/4:00 P.M.

PAGE -4-

Mrs. Zelenko spoke regarding the County Bike Path and looking at the 5 year Parks & Recreation Plan of where they are at. Year one of the City funded schedule, stated to complete the Water Tower Park, acquire Davison Road Side Park, and repairs and replacement of equipment at Fire Station #2.

Mr. Major said they need to talk about the Water Tower Park and if it will be a volunteer or bid effort.

Mrs. Zelenko said proceeding with Davison Road Side Park, and working on school improvements was for year #2. She will need the school representatives to go back to their Board and have them give ideas and costs as to the direction the Commission should proceed. Mrs. Zelenko stated further, for the grant eligible capital improvements schedule, they need to decide to re-apply for the Kelly Lake grant, because year two would depend upon access to the Kelly Lake area in regards to the Kelly Lake development and Gilkey Creek trailway.

Mrs. Manzardo said she will speak with Rowe regarding the visioning session.

A brief discussion followed regarding bids on the Water Tower Park.

Mrs. Zelenko said the grant eligible may have been moved up. For year #3, rails, trails, and begin investigation of ownership of right-of-way might be addressed during the City-wide Bike Path. The communities getting involved as a group to apply for grants might make a better chance for a successful grant. They will have Cherry, Levin, Genesee County and the Mott Foundation offices to help also.

Mrs. Zelenko said the next meeting of March 10th, they need to address the Water Tower Park whether it will be a bid or not, discuss the Kelly Lake grant application, school numbers, and budget amounts for Mr. Becker.

Mrs. Manzardo indicated she cannot attend the next meeting but will give her amounts to Mrs. Zelenko or Mr. Major. She also mentioned having a recognition award for the citizens that have donated money and their time.

Mrs. Zelenko and other Commission members expressed recognition awards is a great idea.

AUDIENCE PARTICIPATION: No audience participation.

The next meeting is scheduled for **March 10, 1999, at 4:00 p.m.**

Meeting adjourned at 4:59 p.m.

JRA