CITY OF BURTON
PARKS AND RECREATION COMMISSION MEETING MINUTES
JULY 10, 2013, 5:30 P.M., COUNCIL CHAMBERS
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The Meeting was called to order by Chairman Steve Heffner at 5:42 p.m.

Commission Member James Craig led the Pledge of Allegiance.

MEMBERS PRESENT: Heffner, Craig, Adams, Dunsmore, Hildreth, Spose, Miron and Moore.

MEMBERS ABSENT: Bauldry and Bigsby.

OTHERS PRESENT: M. Kimball, Clerk.

PURPOSE OF THE MEETING: Discussion and possible recommendations for the following:

1) **Chamber Partnership**
2) **Trick or Treat Trail**
3) **Community Garden**
4) **Kelly Lake Projects Update**
5) **Veterans Honor Run Update**

AUDIENCE PARTICIPATION:

Lisa Easterwood from Fleis & Vandenbrink Engineering spoke regarding the Settlement Park. She stated we are going to be creating a concept plan for amenities and development of the Settlement Park. This will involve updating the Parks and Recreation Plan and resubmitting to the DNR for approval. The amended version of the plan must be on file before we can apply for funding or grants in April of next year. You will all receive a copy of the amended plan. There is a piece of property on the corner of Atherton Rd. and Thread Creek that looks like it could be available. The building on this lot looks like it could be abandoned. The DNR also does Acquisition Grants. This is a possibility if you were interested in expanding. Thread Creek runs through the property that the Settlement Park will be on. This is a very big amenity. The Drain Commissioner will be trying to acquire ownership of Thread Creek by sending out Notices of Intent to all the communities within that district. Atlas Township and the City of Grand Blanc are also part of the watershed and will have to be involved. Right now the creek is under the jurisdiction of DEQ so anything that is done to Thread Creek would have to go through them. This would mean that each individual property owner would have to apply for permits for anything regarding Thread Creek. There are dead ash trees that line the creek and are falling into the creek causing drainage problems. If the Drain Commissioner can gain control of the creek, they would clean it up and then it would be a nice amenity for canoeing, kayaking, etc. The next step would be to hold a public workshop to show that we have tried to get the public's input on the development of the park and what amenities they would like to see. My suggestion is that we hold a public workshop next month. Since this is an amendment to the plan you would not have to place a Public Notice in the paper. You could notify residents of the meeting by placing a notice on the website and at City Hall.

Mr. Spose asked if there has been any research done on parcel 10 or 419. If we could obtain these lots we could expand the park. Are there any grants available nationally rather than locally where we wouldn't have to match money? For example, if we named the project something to do with "green", and we were improving waterways, perhaps there would be funding available for this.

Ms. Easterwood said you can apply for multiple grants. Keep in mind that the match amount has to be approved by Council. There is a grant available through the Saginaw Bay Watershed Initiative that is completely separate from DNR. They offer grant money for projects along rivers but I do not think they do acquisition projects. The trust fund is the only one that I know of that funds acquisition projects. We really need to stress the merits of the grant proposal to the DNR even more so this time. Last year was your first grant request so you received points for that. This helped in the approval of your grant. This year you will not receive points and they will approve the most highly regarded grants first. They want to see people interacting with nature, preserving nature, protecting nature, educational opportunities, health benefits and natural features.

Ms. Easterwood suggested inviting the public to the next Parks and Recreation meeting. She said she will have maps available for the public to review. This will give them the opportunity to discuss what they would like to see at the Settlement Park. We can talk about the goals and objectives that are in the Parks and Recreation Plan. When we did the Parks and Recreation Plan, we did an online survey. We could also do this for the Settlement Park or hand out a survey at the meeting. I could make up a one page questionnaire focusing on the amenities they would like to see in this area and pass it out at the meeting. Once we get through this process we then have to present the draft plan to the public and give 2 weeks preview time. This will not need to go the DNR until next year. Then the Parks and Recreation will make a recommendation of the amended plan and present it to Burton City Council for approval. There will have to be a Public Notice printed in the paper.

Mr. Heffner would like to schedule the next Parks and Recreation meeting for August 6, 2013 at 5:30 p.m. This meeting will include the public workshop.

Ms. Easterwood spoke regarding the Kelly Lake Park update. She said the project agreement with the DNR was approved at the Burton Council meeting on June 15, 2013. This was sent back to the DNR the end of June. We have surveyed the area and there is an erosion problem on the east side of the lake. This was not in the grant. The grant was specifically for the board walk, board walk path and the west side of the lake. Fixing the bank and doing the boardwalk will require DEQ permits. We will file for a joint permit to include both areas so that you have a permit in hand to do the bank stabilization. This permit will be good for five years. There may be money left under the boardwalk project that the DNR may allow the bank stabilization to be funded through. We will know more when the figures come in cost wise. Once the figures come in we will refine the figures to make sure we are still on tract budget wise.

Ms. Easterwood stated further, she sent Mayor Zelenko our proposal along with a project understanding that mentions helical piers. The overlook that is on the south side of the lake is treated lumber, 8 ft. wide planks, 36 high railing, 6 x 6 posts in concrete footing. My thought was that we stick with that same theme to have consistency with the two structures. There is a product called helical piers which is approved through MDOT. I will look into how much cheaper this is to use than concrete. I will speak with one of our structural engineers to see what they think about it. We will be doing soil borings to check the soil where we will be putting the footings for the boardwalk. After this is done we will have to submit the DEQ permit application for both those areas. The next step is to do construction plans and send it out for bidding. The grant application states 10 to 12 foot wide for the boardwalk. This will be the boardwalk leading up to the octagon area and crossing over to the other side of the lake. I measured for an 8 foot boardwalk. The wider width may not be worth the expense.

Mr. Heffner asked if we save money by going with an 8 foot boardwalk would it be possible to use that savings for a roof over the octagon lookout. Ms. Easterwood replied yes this is possible and should not affect the grant. I will check with the grant coordinator to confirm this. There are heavy duty canopies available that could be used for a cover over the octagon area. They are very durable and come in a variety of colors. We will be installing lowered handrails in this area for ADA accessible fishing.

Mr. Spose asked if we are looking to make this passive park biker friendly. Bikes would not be allowed on the boardwalk if it is 8 feet. Ms. Easterwood said that there will not be enough room to make a large enough pathway for bikes on the north side of the lake. Therefore, bikes will not be allowed on the boardwalk. We will need to have signs stating this.

Mr. Craig feels that if we allowed bikes this could also bring in skateboards and will contribute to the deteriation of the wood.

Ms. Easterwood asked if swimming would be allowed at Kelly Lake. Mr. Heffner stated they do not want to encourage swimming. Mr. Craig said he had heard somewhere that if swimming was allowed it would be a liability issue and we would need to have a lifeguard there.

Mr. Spose asked Ms. Easterwood if she could e-mail him information on the helical piers. He said he does construction work and could possibly help out.

Ms. Easterwood said she will bring in some information about the helical piers and the canopies at the next meeting. The bank stabilization will be included in the application. There is a steep area just north of the erosion problem that is a sandy gravel mixture. This is the area that people have been using as a beach area. We need to do something with this bank so that it doesn't keep eroding. I suggest stacked limestone slabs or natural stone embankment for this area. Mr. Heffner stated Outdoor Adventures have landscaping done in big sculptured pieces of cement that they have stacked. It looks very nice. We could purchase these for $80.00 per piece.

ADMINISTRATIVE REPORT: None.

COMMISSION DISCUSSION:

Mr. Heffner stated we will have to move the discussion regarding agenda Item #1, Chamber Partnership, to another meeting because the Chamber member is not here tonight. This is regarding the barbeque rib cook off event at Kelly Lake. This year the Trick or Treat Trail event will take place at Kelly Lake on Oct. 26, 2013. Ms. Adams will be the Chair person, Mr. Spose will be Co-Chair with Ms. Moore, Mr. Craig and I on the committee. Troy from Courtland Center suggested hosting Trick or Treat Trail there and calling it the Pumpkin Roll. Mr. Spose thinks we should keep this event at Kelly Lake and ask Troy to work with us. Mr. Heffner said if Troy wanted to hold another event at Courtland Center, the day after our event, we could work with him. We could promote his event at our event, which should give him a better turnout. Ms. Miron said parking was the main issue last year. Mr. Spose replied we have had some discussion regarding using school buses to shuttle people from churches or the mall to Kelly Lake to alleviate the parking issue. Mr. Heffner stated this way if kids can't make it to Kelly Lake on Oct. 26th, maybe they will be able to attend the event at the Courtland Center the next day.

Mr. Heffner stated the community garden is in need of weeding. He asked if they could all meet at the garden and bring anyone they can to help on Saturday, July 13th at 9:00 a.m.

Mr. Craig said he has copies of the Honor Run registration form. He has extra copies for passing out if anyone needs any. The five star sponsorships are already taken. Elga Credit Union will be our exclusive bank/credit union and Bubba O'Malley's will be the exclusive restaurant/bar, including fast food restaurants. These are our major contributors. I have received verbal commitments from IMA Brookwood and Goodwill. Each registration fee includes a free meal after the race. There will be medals given to different age groups in each division. We have finisher medals for the 11K Run participants. Anyone who finishes the 11K Run, no matter what place their in, will receive the challenge coin. The first 250 people who register will receive dog tags. We need donations of granola bars, bananas, water, cups, fruit, etc. We can ask Meijers, Gordons, Kroger, VG's, Walmart and Target for donations or gift cards.

We will need volunteers for water stations, directing traffic and other areas. Mr. Craig said he would like to give the larger volunteer groups, such as the Heritage Girls, $50 after the race to say "thank you" and to encourage them to volunteer at future events. This could come out of our proceeds. Discussion ensued regarding paying volunteers for their time. It was decided among the committee to wait until after the Honor Race to make a decision on this.

Mr. Heffner asked what will the proceed split be between Veterans and Parks & Recreation. Mr. Craig replied whatever we profit will help fund our budget and other events. It was decided among the committee that the proceeds percentage would be decided after the Honor Race.

COMMISSION RECOMMENDATIONS AND/OR ACTION: None.

Meeting adjourned at 7:10 p.m.

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