



## CITY OF WILLIAMSTON

Parks and Recreation Commission Meeting Agenda  
To be held in the Williamston City Hall Council Chambers located at  
161 E. Grand River Avenue, Williamston, MI 48895  
(517) 655-2774

**Wednesday, January 12, 2022, at 7:00 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Audience Participation – Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
6. Approval of Parks & Recreation Commission Regular Meeting Minutes of September 8, 2021
7. Action Items
  - a. Adoption of 2022 Meeting Dates & Times
  - b. Consideration of the Friends of the Parks Recommendation to Eliminate the Parking Lot From Volunteer Park Plan
  - c.
  - d.
8. Discussion Items
  - a.
  - b.
  - c.
9. Staff Reports
10. Audience Participation – Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
11. Member Comments
12. Adjourn to the Call of the Chair

Outstanding Projects –            Other Grants  
   Bandshell Entertainment Committee  
   Grist Wheel Turbine

In Accordance with Public Act 267 (Open Meetings Act) Posted and Copies Given to Newspapers  
Individuals with disabilities requiring special assistance who are planning to attend the meeting should contact the Office of the City Clerk for accommodations. This request must be made two (2) business days in advance of the meeting.

**The next regular meeting of the Parks & Recreation Commission will be held  
Wednesday, February 9, 2022 at 7:00 p.m. in the City Hall Council Chambers**

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**CITY OF WILLIAMSTON  
PARKS AND RECREATION COMMISSION  
SEPTEMBER 8, 2021  
REGULAR MEETING MINUTES**

**1. Call to Order:**

The meeting was called to order at 7:06 p.m. in the Williamston City Hall Council Chambers by Chairman Earl Wolf and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chairman Earl Wolf, Vice Chair Teri Nelson, Commissioners Tommy Pratt, and Kent Hall. Absent: John Magee, Caleb Moody, and Tammy Scott.

Also present: City Manager Corey Schmidt and City Deputy Clerk Barbara Burke.

**4. Approval of Agenda:**

Under Discussion Items, add item 8b. Friends of Williamston Parks Update on Campaign; and 8c. Independent Bank Volunteer Day on October 11.

Motion by **Nelson**, second by **Pratt**, to approve the agenda as amended. **Motion passed by voice vote.**

**5. Audience Participation:**

Chairman Wolf called for public comments at this time and there were none.

**6. Approval of Parks & Recreation Commission Regular Meeting Minutes of July 14, 2021:**

Motion by **Pratt**, second by **Hall**, to approve the Parks & Recreation Commission regular meeting minutes of July 14, 2021 as presented. **Motion passed by voice vote.**

**7. Action Items:**

**7a. Community Message Board Location:**

Deputy Burke read the email feedback from Commissioner Magee.

Manager Schmidt provided feedback from the Director of Highway Safety Planning and MDOT on the safety issues.

Motion by **Hall**, second by **Nelson**, to recommend to City Council to erect a community message board in McCormick Park on island on North Putnam. Yes: Hall, Nelson, Wolf. No: Pratt. **Motion failed.**

Motion by **Pratt**, second by **Hall**, to recommend to City Council to approve a community message board with a location in one of multiple park locations in the City. **Motion passed by voice vote.**

**7b. Trent Allen Memorial Basketball Court Rules:**

Deputy Burke read the email feedback from Commissioner Magee.

Motion by **Pratt**, second by **Hall**, to recommend installing "No Dunking" stickers as discussed (on backboards), but do not pursue a Rule Making or Ordinance Making Process. **Motion passed by voice vote.**

**8. Discussion Items:**

**8a. Old Mill Park Amenities Planning:**

Manager Schmidt reviewed ideas for the amenities (signs, plaques, picnic tables, etc.). He mentioned the idea of a kiosk with the park name at the top and the kiosk to have park maps and donor plaque. The Commission liked this idea.

**8b. Friends of Williamston Parks Update on Campaign:**

Chairman Wolf reviewed the written information from Heather Galecka of Friends of Williamston Parks (FOWP). The Williamston Area Beautification Fund and the FOWP submitted a Public Spaces Community Places grant application which was approved by the Michigan Economic Development Corporation. This is a matching grant. They hope to launch the campaign website soon.

**8c. Independent Bank Volunteer Day on October 11:**

Chairman Wolf said Independent Bank gets Columbus Day off and their employees are looking for community service projects they can do that day. Contact Carolyn at the bank with ideas.

**9. Staff Reports:**

None.

**10. Audience Participation:**

Chairman Wolf called for public comments at this time and there were none.

**11. Member Comments:**

Commissioner Nelson said the Kiwanis are holding a membership drive next month at Old Nation.

Chairman Wolf said it was a fantastic concert season with enormous turnout. Thanks to the Senior Center for concessions, and to all the great sponsorships. The Friends of Williamston Parks held a movie night on a hot, humid night with lots of mosquitoes and there were 80-90 people that attended. They are hoping to do more movie nights.

**12. Adjournment:**

Chairman Wolf adjourned the meeting at 8:11 p.m.

**Meeting Adjourned at 8:11 p.m.**

Respectfully Submitted by: \_\_\_\_\_  
**Barbara J. Burke, City Deputy Clerk**

Date Approved: \_\_\_\_\_

**RESOLUTION #**

<b>Parks &amp; Recreation Commission</b>	
<b>2022 Meeting Dates</b>	
2nd Wednesday of the month	
January 12	July 13
February 9	August 10
March 9	September 14
April 13	October 12
May 11	November 9
June 8	December 14



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To: Parks and Recreation Commission  
From: Rachel Piner, Interim City Manager  
Date: January 6, 2022  
Subject: Volunteers Community Park Concept Plan

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### **Requested Motion**

Motion of support to amend the Volunteers Community Park concept plan to eliminate the parking lot.

### **Background**

The Friends of Williamston Parks have been working on fundraising to install the pavilion, picnic tables and other amenities that are shown on the Volunteers Community Park (VCP) concept plan. The funds have been raised and the pavilion has been ordered. It is anticipated that installation will take place this spring. There has been much discussion on the placement of the pavilion, landscaping and trees. It is prudent to make a recommendation at this time as to whether or not to move forward in constructing a parking lot at VCP.

When the attached concept plan was created the intention was to construct a parking lot in conjunction with the parking lot to the north, owned by Harvest House Ministries, LLC, more commonly known as The Commons. Unfortunately, there does not seem to be a desire by the property owner to move forward with this joint effort. If the City is to move forward with constructing a parking lot at VCP it will have to construct a drainage system to handle all the new run-off that a parking lot will generate. This drainage system would be very costly and there are no plans in the City's capital improvement plans to address this large of a project.

Another consideration is whether or not the limited amount of parking spaces that could be created are worth the cost of construction, drainage, and long-term maintenance. While it has been discussed that it would be nice to have on-site parking, users of VCP have not had on-site parking to rely on since the installation of the playground in 2019. There is on-street parking on School Street and newly paved on-street parking on Elevator Street.

### **Discussion**

The Friends of Williamston Parks has requested that the City remove the parking lot from the VCP concept plan so they can move forward in installing the pavilion, landscaping, and trees while leaving the designated parking area as a green space.

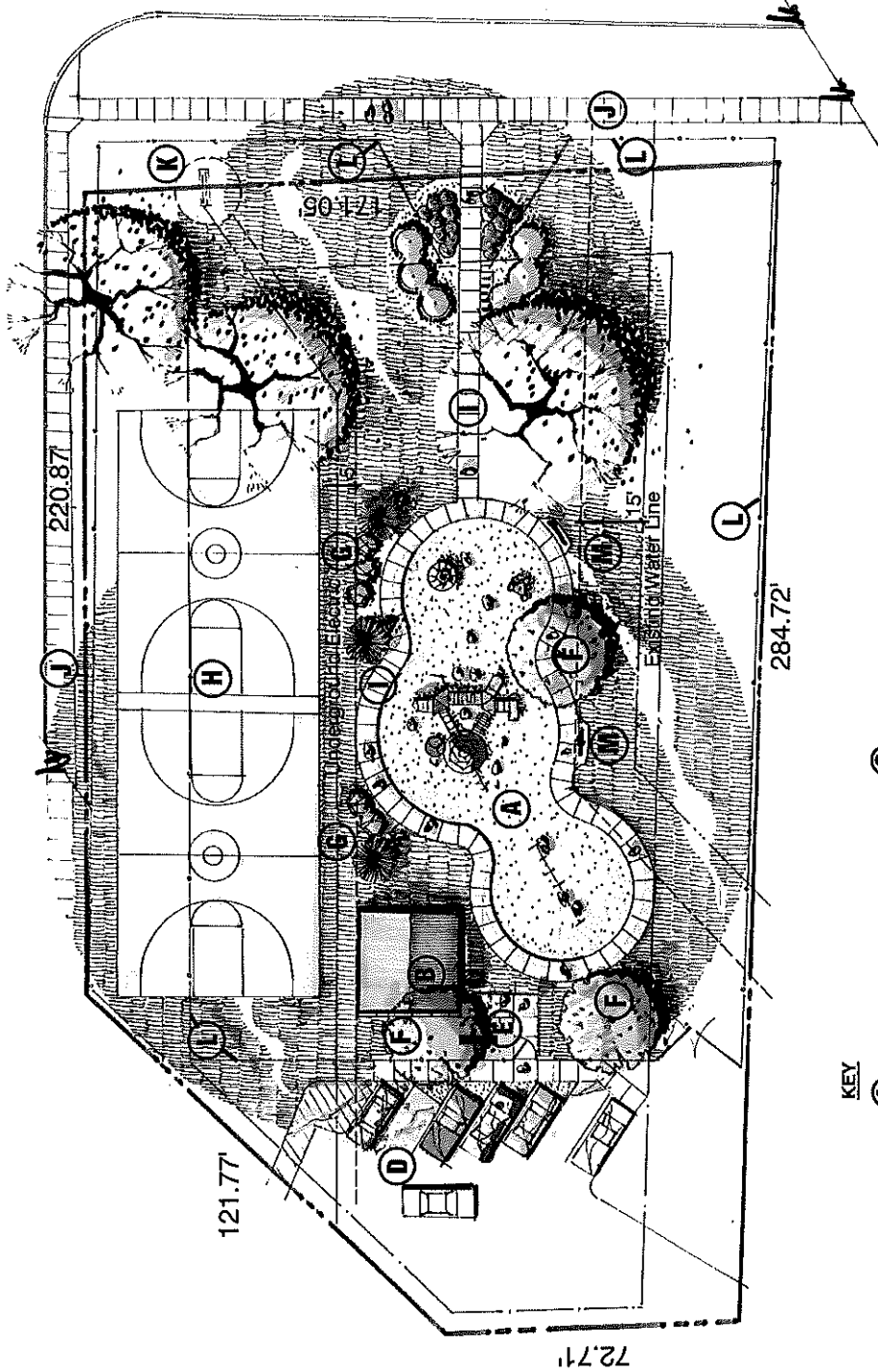
### **Attachment**

Volunteers Community Park Concept Plan

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SCHOOL STREET

PUTNAM STREET



KEY

- (A) PLAYGROUND
- (B) PAVILION (24' x 26')
- (C) LANDSCAPE ENTRY
- (D) PARKING
- (E) PARK SIGNAGE
- (F) ORNAMENTAL TREE

- (G) LANDSCAPE MOUNDING
- (H) EXISTING BASKETBALL
- (I) NEW 5'-0" CONCRETE WALK/CONTAINMENT
- (J) EXISTING CONCRETE WALK
- (K) EXISTING SIGNAGE
- (L) FENCE
- (M) BENCH NODE



City of Williamston, MI  
**VOLUNTEERS PARK**  
 Park Development  
**FINAL LAND-USE MASTER PLAN**  
 June, 2018





# City of Williamston

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Facebook – Williamston City Hall

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To: Parks and Recreation Commission  
From: Rachel Piner, Interim City Manager  
Date: January 7, 2022  
Subject: Staff Report

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- In July 2021, City Council adopted a resolution of support to apply for the Ingham County Parks and Trails Millage Grant Program for the Memorial Park Engineering Application. The scoring has been posted online and the project scored relatively high. Unfortunately, the Parks and Recreation Commission's December meeting was canceled which delayed the initial review and recommendations. I anticipate receiving notification the end of February, beginning of March as to whether or not the project will be funded.
- The Ingham County Board of Commissioners approved additional funding for the Kayak Launch and parking lot project at 400 W Grand River Ave. The DDA and City Council are working through a DDA Plan amendment to reflect the increase in grant funding. LAP is working on updating the bid documents and we anticipate bidding this project late this winter.
- The final walk through at Old Mill Park was completed by Spicer representatives and City Staff on December 20, 2021. A final punch list for the contractor has been established. Signage, trees, and the Phyllis Chirico memorial bench will be installed in the spring as the weather allows.
- The materials for the backboard replacement at Volunteers Community Park have arrived. The post needs to be leveled before the backboard can be installed. It is anticipated that this work will be completed in the spring as the weather allows.
- The City has hired a John Hanifan as the new City Manager. He is scheduled to begin on February 14, 2022.

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## 2021 Annual Report

After a quieter 2020 while we all adapted to life with Covid, Friends of Williamston Parks brought energy and determination to 2021, resulting in many successes. In the spring, the organization addressed a safety issue with one element in the wooden play structure at McCormick Park. FOWP purchased a Boogie Board to replace the trolley ride and installed it in May. The Boogie Board spans 10 feet and holds multiple children. The \$3,000 investment was funded by private donations. Also in May, the annual park clean-up day welcomed volunteers to stain the wooden structure, pick up trash, paint, and repair parts of the playground equipment at McCormick Park.

FOWP participated in the 50<sup>th</sup> Annual Red Cedar Jubilee with a euchre tournament. It was the organization's most successful euchre event to date with more than 60 players participating. The event raised more than \$900 for Phase 2 improvements at Volunteers Community Park. This project, which includes a picnic shelter, picnic tables, an accessible walkway between the shelter and playground, and other amenities, gained momentum when FOWP and the Williamston Area Beautification Fund were selected for a Public Spaces Community Places grant program through the Michigan Economic Development Corporation. The crowdfunding campaign ran from Sept. 13 to Oct. 22 and met its goal of \$29,000. The MEDC doubled that amount, and the picnic shelter and other items will be installed in the first half of 2022. More than 150 people supported the campaign. Major donors include Paul Chesley, Todd and Gillian Granger, the Guter Family, Independent Bank, Michigan Economic Development Corporation, William and Mary Lou Somerville, and Williamston Sunrise Rotary Foundation.

FOWP hosted the first movie night at McCormick Park with the support of Williamston Kiwanis Club and Williamston Lions Club. It is an event we hope to continue in the future. We also partnered with the Williamston Sunrise Rotary to promote the Volunteers Community Park Phase 2 campaign at the Eastern Ingham Farmer's Markets in the fall.

The FOWP's successes would not have been possible without the support of many community partners and individuals who gave their time and donated funds to our projects. Thank you for helping us make a difference in this community.