



CITY OF WILLIAMSTON
Parks and Recreation Commission Meeting Agenda
To be held via Zoom.com as detailed in the instructions attached
161 E. Grand River Avenue, Williamston, MI 48895
(517) 655-2774

Wednesday, February 10, 2021, 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 October 14, 2020
7. Action Items
 - a. Resolution to Consider 2021 Meeting Dates & Times
 - b. Downtown Water Trailhead/Parking Lot Preliminary Plan
 - c.
8. Discussion Items
 - a. Bandshell Sound System Rental
 - b. Site Amenities Fundraising
 - c. Ice Skating Rink
 - d.
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 Parks & Recreation Meeting will be held on Wednesday, March 10, 2021 at 7:00 p.m. in the City Hall Council Chambers located at 161 E. Grand River Ave., Williamston, MI 48895

Important Message from the Williamston City Hall Clerk's Office:

The Williamston Parks & Recreation Commission will be holding a virtual meeting on
Wednesday, February 10, 2021 at 7:00 p.m.

Due to county and state health department orders limiting indoor gathering sizes and recommendations for social distancing, in accordance with Public Act 254 of 2020, the Regular Meeting of the Williamston Parks & Recreation Commission will be conducted via remote participation. All members of the public will be permitted to participate during the public comment portion of the meeting. The standard time limits will apply.

To participate remotely:

Copy and paste the link below or call a number below for audio connection.

Topic: Williamston Parks & Recreation Commission
Time: February 10, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86228863733>

Meeting ID: 862 2886 3733

One tap mobile

+13126266799, 86228863733# US (Chicago)

+19292056099, 86228863733# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

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+1 346 248 7799 US (Houston)

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Meeting ID: 862 2886 3733

Find your local number: <https://us02web.zoom.us/j/kcZ4C8UIZm>

For special accommodations, please call the Williamston City Clerk's Office at 517-655-2774 ext. 102 to make arrangements. To contact the Williamston Parks & Recreation Members please visit our website at www.williamston-mi.us

Holly M. Thompson, City of Williamston City Clerk



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**CITY OF WILLIAMSTON
PARKS AND RECREATION COMMISSION
OCTOBER 14, 2020
REGULAR MEETING MINUTES**

1. Call to Order:

The meeting was called to order at 6:30 p.m. in McCormick Park by Chairman Earl Wolf and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Earl Wolf, Vice Chair Teri Nelson, Commissioners Daniel Rhines, John Magee, Caleb Moody (arrived 6:45 pm), Kent Hall, and Tammy Scott. Absent: None.

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

4. Approval of Agenda:

Add two items under Discussion - 8b, Independent Bank Volunteers, and 8c, Phillis Chirico Memorial Fund.

Motion by **Rhines**, second by **Scott**, 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 December 11, 2019:

Motion by **Nelson**, second by **Rhines**, to approve the Parks & Recreation Commission regular meeting minutes of December 11, 2019 as presented. **Motion passed by voice vote.**

7. Action Items:

7a. Bandshell Speaker Donation:

Moody arrived at 6:45 p.m.

Motion by **Rhines**, second by **Hall**, to accept the donation of speaker and associated sound system from the Williamston Area Beautification Fund (WABF) for the bandshell. **Motion passed by voice vote.**

Staff will work on an application and rental policy for these items and bring back to the Committee.

Nelson left at 7:00 p.m.

7b. Memorial Park Scoreboard Donation:

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Motion by **Hall**, second by **Rhines**, to accept the donation of a scoreboard from the Williamston Community Schools/Williamston Sting with a plan to follow on placement.
Motion passed by voice vote.

8. Discussion Items:

8a. Grant Updates:

Nothing further than what was in Manager Schmidt's written report.

8b. Independent Bank Volunteers:

Chairman Wolf thanked the Independent Bank employees who volunteered their time during the recent Friends of the Parks cleanup day. They scraped, sealed, and stained the wooden sculptures. Independent Bank presented the Friend of the Parks a \$500 donation.

8a. Phillis Chirico Memorial Fund:

Chairman Wolf said the family of Phillis Chirico is raising memorial funds in her honor. Phillis was a charter member of the Parks and Recreation Commission, and a member of the Garden Club. Some funds may be donated toward parks and City beautification.

9. Staff Reports:

Manager Schmidt submitted a written staff report and said this has been a weird year and we are not at our normal level of expectations for parks, boardwalk, etc. The Mayor recently gave a Council proclamation to the Red Cedar Garden Club in recognition of their 95th anniversary and its many contributions to the City.

10. Audience Participation:

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

11. Member Comments:

Commissioner Scott said the Chamber Board meets on Thursday, where they will discuss holding downtown trick-or-treating, and if the light parade will be held. There were thoughts about holding trick-or-treating in the Park, following the CDC and health department guidelines. She said the Williamston Eagles have been hit hard by the coronavirus repercussions – they have had no events or fundraisers. They may start fish fries and other dinners to go.

Commissioner Moody said he is currently an MSU student, and all classes are online.

Commissioner Hall had good news! His 42-year old son was on the waiting list for a kidney transplant and he recently got a call and had surgery. He is doing great.

Commissioner Rhines stated the community recently lost Ralph Shuck. He was a founder of the Jubilee, involved in Scouts, Red Cedar Recreation Association, member of the United Methodist Church, etc. He had a great impact on the community.

Commissioner Magee is looking forward to working with the Parks and Recreation Commission as the representative from the Planning Commission.

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Chairman Wolf announced Danny and Gwen Hulbert were recognized for everything they did with the Kiwanis to get the sand volleyball court in McCormick Park. There is a plaque near the courts.

12. Adjournment:

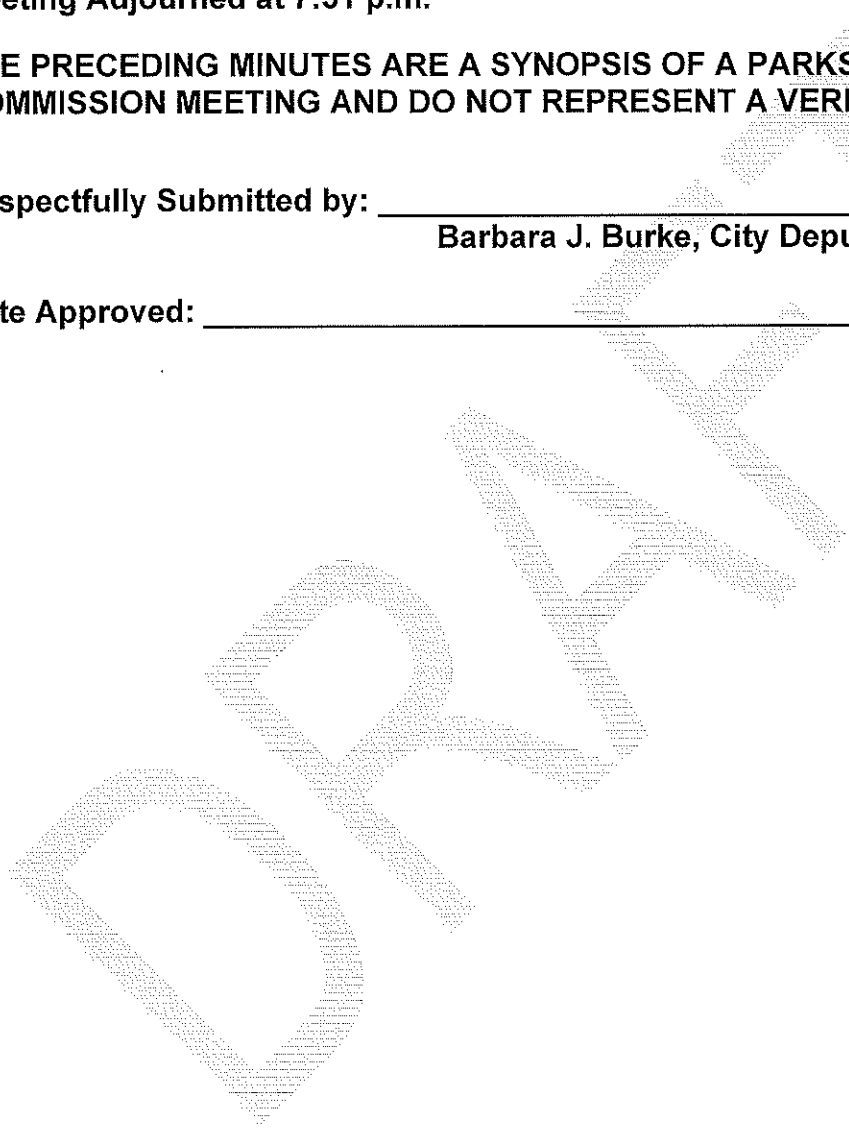
Chairman Wolf adjourned the meeting at 7:31 p.m.

Meeting Adjourned at 7:31 p.m.

THE PRECEDING MINUTES ARE A SYNOPSIS OF A PARKS AND RECREATION COMMISSION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.

Respectfully Submitted by: _____
Barbara J. Burke, City Deputy Clerk

Date Approved: _____



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RESOLUTION #

Parks & Recreation Commission	
2021 Meeting Dates	
2nd Wednesday of the month	
January 13	July 14
February 10	August 11
March 10	September 8
April 14	October 13
May 12	November 10
June 9	December 8



To: Parks and Recreation Commission
From: Corey Schmidt, City Manager
Date: February 10, 2021
Subject: Downtown Water Trailhead/Parking Lot Preliminary Design

Requested Motion

Motion of support for the planned design of the downtown water trailhead/parking lot project.

Background

The Downtown Development Authority (DDA) and City of Williamston applied for and received an Ingham County Parks and Trails Millage grant to bring a canoe and kayak launch and parking lot to downtown Williamston. The site proposed for the project is on the western end of downtown on a vacant lot owned by the DDA. The DDA is sponsoring the project.

LAP was hired to complete the design engineering on the project. The preliminary design features a couple of changes from the concept drawing that was used to apply for the grant, notably the future pathway connecting to the sidewalk on the east side of the parking lot rather than the west side.

Attached are two concept drawings with associated price estimates. Due to funding constraints, we are likely looking at Concept 2. The additional features in Concept 1 would have to be completed in a future phase. There are a few tweaks to Concept 2 that staff has already passed on to LAP to the stormwater plan and some of the maintenance areas. That said, the overall layout is likely to be similar.

As the Parks and Recreation Commission is a key stakeholder in the City's outdoor recreation, we are seeking a motion of support for the planned design of this project area. We welcome any feedback from the Commission.

Attachments

Preliminary Design Concepts 1 and 2



LAP + CREATIVE
 LANDSCAPE ARCHITECTS
 1000 WEST 10TH AVENUE
 SUITE 1000
 DENVER, CO 80202
 PHONE: 303.733.1111
 WWW.LAPCREATIVE.COM

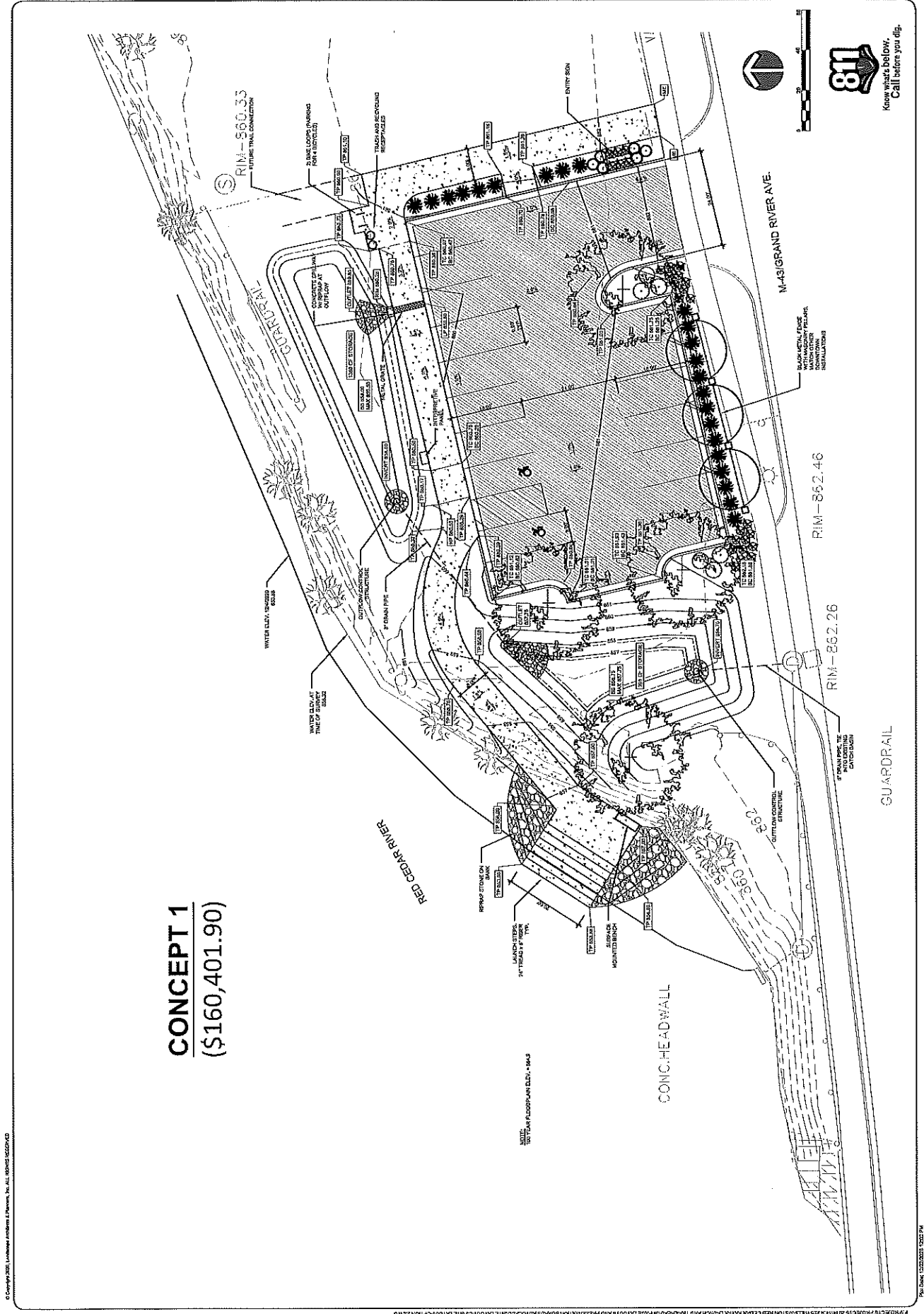
REVISIONS	DATE	DESCRIPTION

CITY OF WILLIAMSTON
 151 E GRAND AVENUE
 WILLIAMSTON, CO 80447
 PHONE: 970.854.2171

WILLIAMSTON KAYAK LAUNCH
 CONCEPT 1
 GRAND AVENUE WILLIAMSTON, CO 80447

SHEET	NO.
10F2	1

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CONCEPT 1
 (\$160,401.90)



Know what's below.
 Call before you dig.



LAP Creative
 LANDSCAPE ARCHITECTS
 2000 W. UNIVERSITY STREET
 SUITE 200
 TAMPA, FL 33606
 TEL: 813.251.1111
 FAX: 813.251.1112
 WWW.LAPCREATIVE.COM

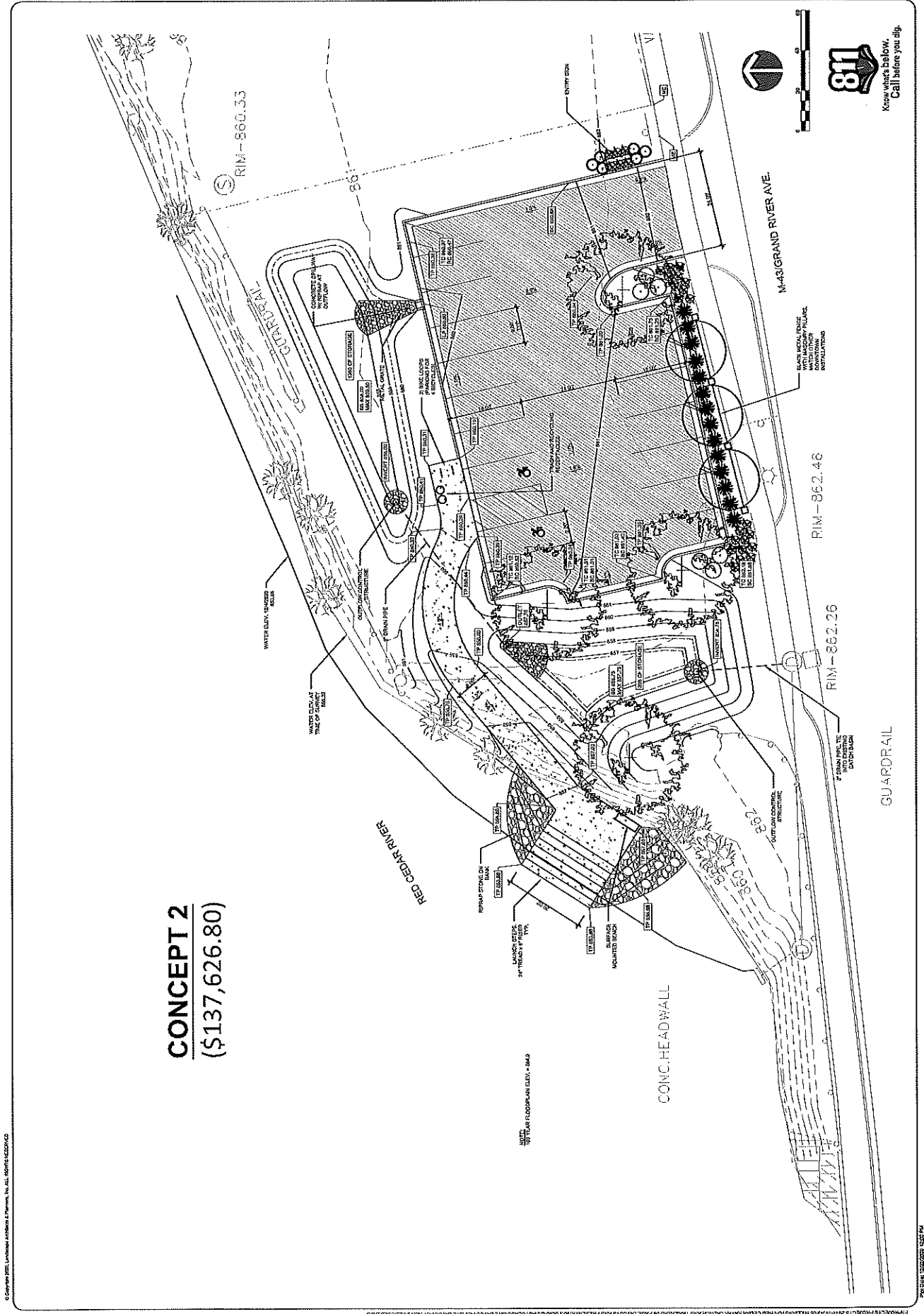
REVISIONS	DATE	DESCRIPTION

CITY OF WILLIAMSTON
 1
 150 S. GRAND AVENUE, WILLIAMSTON, FL 32777
 P: 386.867.8111
 F: 386.867.8112

WILLIAMSTON KAYAK LAUNCH
 CONCEPT 2
 150 S. GRAND AVENUE, WILLIAMSTON, FL 32777

DATE: 12/22/2023	SHEET: 2 OF 2
DESIGNED BY: J. B. ...	CHECKED BY: ...
DRAWN BY: ...	APPROVED BY: ...
PROJECT NO: ...	CLIENT: ...

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CONCEPT 2
 (\$137,626.80)



811
 Know what's below.
 Call before you dig.

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BAND SHELL PA SYSTEM – donated 2020 by the WilliamstonArea Beautification Fund

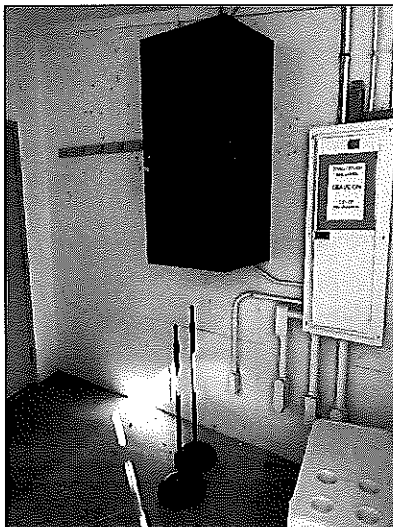
Locked sound cabinet is mounted in the bandshell dressing room. In it, is amplifier and equalizer installed by Dave McCaughlin, 2 microphones, cords and mic' stands.

Questions:

1. Should everything, including PA equipment in the bandshell, be accessible with a city bandshell reservation fee?
2. Or, should PA/mic's etc be a separate use resevation fee?
3. Should there be a deposit on microphones?
4. Should microphones be kept at City Hall?

Directions on PA use, playing music etc, will be mounted inside cabinet and at City Hall. Users have to supply their own music device and connector ord.

It is recommended the City boldly label the mic's and stands, as they are most likley to dissapear.





City of Williamston

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161 E. Grand River Avenue, Williamston, MI 48895
517-655-2774; fax 517-655-2797; www.williamston-mi.us; info@williamston-mi.us
Facebook – Williamston City Hall

To: Parks and Recreation Commission
From: Corey Schmidt, City Manager
Date: February 10, 2021
Subject: Staff Report

Grant Funding Updates

Ingham County Grant for Water Trailhead

See action item.

TAP Grant for Boardwalk Replacement

The boardwalk replacement project is presently in a second round of review with the Department of Environment, Great Lakes, and Energy (EGLE). We had to make some adjustments related to the floodplain to the initial design due to EGLE comments on the first round of review. We have a “grade inspection” meeting with MDOT scheduled for this week on the boardwalk replacement project. This meeting brings together all the stakeholders in the construction including MDOT staff and various utility companies.

Ice Skating Rink

There is a discussion item on the agenda regarding ice skating rink. There has been some community interest expressed in having an area to ice skate during the winter months. We are seeking input from the Commission on this idea.