



MINUTES

CALHOUN COUNTY PARKS AND RECREATION COMMISSION

Thursday, December 7, 2017
315 W. Green St., 1-400, Marshall, MI 49068

1. Chair King called the meeting to order at 4:05.
2. Roll Call –Community Development Support Staff, Pat Dadow

Present: Annette Chapman arrived at 4:15, Bill Comai, Jesse Jacox, Lindsay Johnson, Derek King, Allyn Miller, Ron Sootsman (by phone)

Absent: Tammi Damerow, Fred Heaton, John Rodwan

Staff Present: County Administrator/Controller Kelli Scott, Community Development Director Jen Bomba, Community Development Support Staff Pat Dadow

Public Present: Jim Coury, Jack Childs, Nancy Macfarlane

3. Approval of Agenda

Moved by Member Miller, second by Member Jacox to approve the December 7, 2017 agenda of the Calhoun County Parks and Recreation Commission as presented.

On a voice vote, Motion **CARRIED**.

4. Approval of Minutes

Moved by Member Johnson, second by Member Jacox to approve the October 5, 2017 minutes of the Calhoun County Parks and Recreation Commission as presented.

On a voice vote, Motion **CARRIED**.

5. Public Comment

Mr. Jack Childs mentioned his passion for Kimball Pines Park and all the possibilities for revitalizing it. He hopes to see the Parks and Recreation Commission focus their attention on this park; including possibly an off road bicycle trail which he feels will draw additional traffic. Mr. Childs also would like to see the downed deadwood given to local farmers to cut up and use. He hopes the Commission will address this park soon.

Ms. Nancy Macfarlane of the Calhoun County Trailway Alliance pointed out that the CCTA had a public meeting in Emmett Township that went very well. The CCTA also met with the Department of Natural Resources and the Iron Belle Trail about developing a plan to build the Trailway going east from Historic Bridge Park. There is preliminary engineering for the entire east side of the County. She feels there will be finalized plans forwarded to the Board sometime in the spring.

6. Subcommittee Reports

a. Historic Bridge Park Workgroup

Member Jacox reported the workgroup has finished and ok'd the draft of the Historic Bridge Park Maintenance and Management Plan. He thanked Jen for continuing the work Ingrid started. Jacox mentioned that they will be putting it out to the public for review for two weeks. He realizes the plan has room for improvement.

Community Development Director Bomba stated this is a preliminary draft since they know there are changes coming. She highlighted the main points of the plan including the detailed inventory, the rules and regulations, how to handle event applications, and the varying levels of maintenance. Ms. Bomba presented a matrix document to the Commissioners consisting of a detailed schedule of maintenance and who's handling the different tasks. She feels this will be of assistance for future reference in maintaining the park and preserving the assets therein. Ms. Bomba explained that the Kalamazoo River Community Recreational Foundation has given some feedback on the plan along with the County Maintenance crew. The Historic Bridge Park Maintenance and Management Plan will now go out to the public for review and comments. After these comments and reviews have been implemented she hopes the plan will be ready to be adopted at the next Parks and Recreation Commission meeting in January.

Member Comai asked Vern Mesler to explain the rust patina on the bridges. Mr. Mesler described the difference between a steel bridge and a wrought iron bridge and the different ways to maintain each. He stated the 20 Mile Road Bridge is the only steel bridge and needs a 3 coat paint system like the Michigan Department of Transportation uses. The 133rd Avenue Bridge has paint on it which he feels could be taken off and let to go back to its own wrought iron rust patina because the paint holds moisture in. He mentioned that all the bridges need to have the brush and weeds removed around them periodically to keep the moisture away. Mr. Mesler also recommended power washing the bridges.

Member Comai asked about who maintains liability insurance in the parks. Member King stated the County does.

Member Sootsman noticed there was no reference to the rain garden in the plan. Ms. Bomba stated she is aware of that deficiency.

b. Trailway Workgroup

Community Development Director Bomba reported the Trailway Maintenance Plan workgroup has been put on the backburner until the Historic Bridge Park plan is complete.

7. Unfinished Business

There was none.

8. New Business

- a. Historic Bridge Park Maintenance and Management Plan
Action: to accept the draft HBP Maintenance and Management Plan and authorize dissemination of the document for public review and comment.

Moved by Member Comai, second by Member Jacox to approve the draft of the Historic Bridge Park Maintenance and Management Plan and disseminate to the public and stakeholders for review.

On a voice vote, Motion **CARRIED**.

- b. 2018 Meeting Schedule
Action: to adopt the 2018 meeting schedule for the Parks and Recreation Commission as presented

The Commission discussed the schedule and decided not to hold meetings in April and July.

Moved by Member Jacox, second by Member Heaton to approve the 2018 meeting schedule for the Parks and Recreation Commission.

On a voice vote, Motion **CARRIED**.

9. Department Report

Community Development Director Bomba gave her department report.

Historic Bridge Park review:

- Draft Maintenance Plan presented 12/7, two week public comment period from 12/11 – 12/25, comments reviewed with HBP workgroup, final draft presented at future PARC meeting
- Summit Pointe Connections handling trash collection two days a week
- Summit Pointe Connections has discontinued their lawn and snow care business, they will not be a candidate for next season mowing bid
- Septic pumped on 12/2, contractor notified us of some concerns over water backfilling from drain field, being looked at by County maintenance, may need to contact Hunter Prell
- North Country Trail was planning to relocate the kiosk from the boat launch area to the beginning of the asphalt walkway that leads to the Dixon Bridge, after discussion with Member Jacox it was decided that this would be done in the spring
- Summary of Pavilion Rental for 2017 – developing a survey to gain some insight and feedback from users
47 rentals - 1 refund, 1 no charge
3 special use permits
35 weekend rentals
11 weekday rentals
\$2,250 total revenue from pavilion rental

Member Jacox remarked it would be interesting to know how many weddings were held in HBP. Ms. Bomba stated this data is available from the summary. She feels the pavilion is one of our best assets and hopes a survey to past users will help us promote it better.

Trailway review

- County Road Department and Hoffman Brothers are reviewing erosion occurring along the trailway, expect a quote to repair from both, will work with Calhoun County Trailway Alliance to get work done
- Fence repairs still need to happen
- Work on the Trailway Maintenance Plan will pick up when HBP maintenance plan is complete

Kimball Pines

- Pumping septic at Kimball Pines for first time since 2006
- Visioning for this property will begin in 2018

Ms. Bomba feels public input will be important in reestablishing Kimball Pines. Member Jacox mentioned putting in a BMX bike trail. Member Comai would like to see an area planted to reestablish the endangered and native *Lead Plant* in the Ott along the power lines. Ms. Bomba stated we have “Right Tree, Right Place” grant from ITC to fund potential planting projects.

Ott Preserve

- Capital improvement funds allocated for 2 new signs, will be done when the new logo is complete

Miscellaneous Parks

- Link to the interactive map is on the parks and recreation website, this is a soft launch, please look and give us any feedback, plan to make big announcement after the holidays, will include other interactive maps for community development programs (recycling centers, senior services, etc.)
- Logo development - received \$1,000 from Battle Creek Community Foundation to offset price tag of \$1,500 – Greenstreet Marketing doing design work, will present options at next PARC meeting
- ITC coming to PARC meeting in January, should know who the contractor is at that meeting, received \$2,000 for tree plantings as result of proposed work along their easement.
- The County’s application to the Michigan Natural Resources Trust Fund (MNRTF) for an acquisition grant was approved for funding on 12/6, this includes acquisition of 65 acres in Albion Township to be developed as a trail hub, funding award of \$313,400 includes match amount of \$81,500
- The County was awarded \$100,000 through FY 17-18 Supplemental Appropriations (MDARD) to aid in planning for expansion of the Albion Equestrian Center, this is in close proximity to the MNRTF acquisition property, championed by Senator Nofs

10. Commissioners’ Time

Member Chapman questioned support for the MNRTF grant. Ms. Bomba and Ms. Scott indicated that the County Board of Commissioners served as the support and authorizing entity for the application due to time constraints.

Member Jacox thanked Jen for her enthusiasm and effort she's been putting into the job and the work she has done on the HBP Plan.

11. Public Comment

Jim Coury congratulated the County for receiving the MNRTF grant. There was discussion on the different components of the grant. Kelli Scott pointed out the County will own the land and will coordinate with Albion College and the City of Albion to help expand and develop it into a park and trail hub and also maintain it. Mr. Coury also wanted to thank key people including Nancy Macfarlane of the CCTA who helped in writing a separate grant for extending the county trailway in the same general area, however this grant was not approved for funding.

12. Adjournment

The December 7, 2017 regular session of the Calhoun County Parks and Recreation Commission adjourned at 4:59 pm.