

VILLAGE OF DECATUR  
PARKS & RECREATION  
COMMITTEE MEETING  
AGENDA

Monday  
January 16,  
2023



VILLAGE OF DECATUR  
PARKS & RECREATION COMMITTEE MEETING  
MONDAY, JANUARY 16, 2023 – 4:30PM  
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

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4:30PM PARKS & RECREATION COMMITTEE MEETING (Action to be taken by PRC on the following agenda items)

**Note: Please be courteous and turn cell phones off during the meeting.**

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL (Excused Absences if Any)**

4. **PUBLIC COMMENT**

5. **APPROVAL OF CONSENT AGENDA ITEMS**

5A.1 - Approval of the Regular Meeting Agenda for January 16, 2023

5A.2 – Approval of the Regular Meeting Minutes for November 21, 2022

6. **COMMUNICATIONS – PRESENTATIONS & GUEST**

6A.1 –Katie Vanderhulst, Abonmarche

7. **UNFINISHED BUSINESS**

8. **NEW BUSINESS**

8A.1 –

8A.2 –

9. **PUBLIC COMMENTS- SECOND OPPORTUNITY**

10. **DDA MEMBER COMMENTS**

11. **ADJOURNMENT**

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## **PLEASE NOTE**

### **AUDIENCE PARTICIPATION:**

In addition to addressing the PRC during public hearings and under “Public Comment,” members of the audience may address the PRC- please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the Chairperson.
  2. Verbal report provided by staff.
  3. Chairperson asks PRC members if they have any questions for staff to clarify the staff report.
  4. Motion is made by a PRC member and seconded by another PRC member.
  5. Chair then calls on PRC members to discuss the motion if PRC members wish to discuss.
  6. Chair calls for a vote on the item after discussion has occurred.
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Village of Decatur  
Parks & Recreation Committee Meeting Minutes  
Monday, November 21, 2022, at 4:30 P.M  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

I. **Call to Order**

Jessica Pelfrey, Chairperson, called the meeting to order at 4:32 p.m.

II. **Pledge of Allegiance**

III. **Roll Call**

Jessica Pelfrey- Chairperson, Janice Benson, Charlene Jackson, Nicky Fassett, Kande Hawks (excused), Shantel Pentland- Administrative Assistant, Megan Duncan- Clerk/Treasurer, Christopher Tapper- Village Manager, Katie Vanderhulst- Business Development Specialist from Abonmarche.

IV. **Public Comment**

None

V. **Approval of Consent Agenda Items**

5A.1 - Duncan offered a motion to approve the consent agenda for November 21, 2022, with support from Benson, motion carried 6-0.

5A.2 - Duncan offered a motion to approve the regular meeting minutes for October 17, 2022, with support from Benson, motion carried 5-0.

VI. **Presentations & Guest**

Katie Vanderhulst, Abonmarche, presented updates on the progress of improvements at Red Woolfe Park. Abonmarche has been gathering information to submit Grant application. The best approach to get Grant Funding is letters of support from the Community. A list of Grants was provided:

- Spark Grant
- Recreation Passport Grant
- Land and Water Conservation Grant

- Natural resources Trust Fund

VII. **Unfinished Business**

No unfinished business currently.

VIII. **New Business- Request to Adopt Resolution 2022-011-The Spark Grant Application for the Red Woolfe Park Project.**

Jackson offered a motion with support from Benson to adopt Resolution 2022-011, motion carried 6-0.

IX. **New Business – Request to review rules/regulations/signage at all Village owned parks.**

Vanderhulst, Abonmarche, stated that she would be able to amend the improved projects to reflect the signage, to consult with the DNR, and for ADA compliance for sign language.

Manager Tapper suggested that a Park Rules & Policies be developed by the Committee to be posted on the website.

X. **Members Comments**

No member comments were given.

XI. **Adjournment**

Pelfrey made a motion with support from Benson to adjourn the meeting at 5:21 pm., motion carried 6-0.

Minutes submitted by: Megan Duncan, Clerk & Treasurer.

# MEMORANDUM

DATE: July 29, 2022

TO: Christopher Tapper, Village Manager

FROM: Katie Vanderhulst

**RE: Village of Decatur  
Red Woolfe Park ADA Restrooms Estimate**

## Project Background

We understand the Village of Decatur is considering renovating the restrooms at Red Woolfe Park to bring it up to ADA standards. The Village has requested that Abonmarche prepare a preliminary construction estimate for this project.

## Preliminary Estimate Overview

To renovate and make the existing restrooms ADA accessible, Abonmarche is proposing the following;

1. Restroom
  - a) Saw-cut and rearrange plumbing to provide proper ADA stall (this will eliminate one WC)
  - b) Provide new ADA fixtures and phenolic type stalls (each side will now be 2 holes with one sink – could retain double sink if Village would like)
  - c) Provide new sink counter with ADA roll up access & proper mirror
  - d) All new ADA height accessories including ADA baby changing stations
  - e) New LED lighting & exhaust fan
  - f) Prep & paint ceiling and walls for new epoxy paint
  - g) Prep & paint floor w/ new epoxy coating
2. Showers
  - a) Verify existing overhead opening wood framing is sound and secure (replace any rotten or loose boards)
  - b) Replace existing shower heads and controls w/ ADA type
  - c) Prep & paint walls for new epoxy paint
  - d) Prep & paint floor w/ new epoxy coating
3. Exterior Access
  - a) Provide new poured concrete sloped sidewalks (5% max slope) at exterior side of existing Concession sidewalks w/ top and bottom level landings leading to both shower/restroom areas from front walk

With both restrooms being 154 SF each and Showers 179 SF each, we anticipate the overall renovation cost to be as follows:

- Renovation of Restrooms at \$201.25 / SF would total (308 x 175) **\$61,985**
- Renovation of the Showers and Exterior Access at \$1 143.75 / SF would total (358 x 125) **\$51,462.50**
- Overall renovation costs estimated to be **\$113,447.50**. This estimate includes all construction, design, bidding, and administration costs.

