

VILLAGE OF DECATUR PARKS & RECREATION COMMITTEE MEETING AGENDA

Monday
August 21,
2023



VILLAGE OF DECATUR
PARKS & RECREATION COMMITTEE MEETING
MONDAY, August 21, 2023 – 4:30PM
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

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 August 21, 2023

5A.2 – Approval of the Regular Meeting Minutes for July 17, 2023

6. COMMUNICATIONS – PRESENTATIONS & GUEST

6A.1 –Katie Vanderhulst, Abonmarche

- ADA Baths and Concession Stand for Red Woolfe Park (MEDC Public Gathering Spaces grant) – results will be out in August 2023
- Splash Pad and Site Improvements for Red Woolfe Park (DNR Spark Grant) – results will be out in September 2023

7. UNFINISHED BUSINESS

7A.1 – Updates to Fireman’s Park Project design

7A.2 – Staff update on park signage

8. NEW BUSINESS

9. PUBLIC COMMENTS- SECOND OPPORTUNITY

10. PARKS & RECREATION COMMITTEE MEMBER COMMENTS

11. ADJOURNMENT

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.
-

Village of Decatur
Parks & Recreation Committee Meeting Minutes
Monday, July 17, 2023, at 4:30 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. **Call to Order**

Chairperson Pelfrey called the meeting to order at 4:33 p.m.

II. **Pledge of Allegiance**

III. **Roll Call**

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

IV. **Public Comment**

No public comment given.

V. **Approval of Consent Agenda Items**

5A.1 – Benson offered a motion to approve the consent agenda for July 17, 2023, with support from Hawks, carried unanimously 7-0.

5A.2 – Benson offered a motion to approve the regular meeting minutes for June 19, 2023, with support from Hawks, carried unanimously 7-0.

VI. **Presentations & Guest**

Katie Vanderhulst from Abonmarche presented to the Parks and Recreation Committee the updated design plans for the Fireman's Park Improvement project. It also included the cost estimates for the project.

VII. **Unfinished Business**

7A.1- Parks and Recreation Committee reviewed the updated design plans and the cost estimates and discussed additional changes such as adding 5 more parking spaces, including one more handicapped space, moving the location of the drinking fountain. The restrooms were not part of the cost estimates, which will be available at the next meeting along with examples of the DNR and Whirlpool restrooms for nature trails.

7A.2 – Parks and Recreation Committee continued discussion on park signage. The committee would like to have all signage uniform, with bright visual pictures, and bilingual. Current signage was reviewed at all parks, individually, for corrections and updates to the park rules.

7A.3 – Parks and Recreation Committee continued the discussion regarding Village owned properties for a possible dog park location. The committee all agreed that the current locations are not ideal and are going to postpone any further discussion until Red Woolfe Park and Fireman’s Park are updated.

VIII. **New Business**

No new business at this time.

IX. **Public Comment**

No public comment given.

X. **Members Comments**

Pentland presented to the Committee that approximately 15-20 more volunteers are needed to help with Decatur Day. She has asked local businesses, all Boards and Committee members to volunteer and recruit volunteers. If there are not enough volunteers some activities will have to be removed from the event. Benson is going to reach out to Gobles Pantry, a volunteer organization, to see if we can get volunteers.

XI. **Adjournment**

Jackson offered a motion with support from Duncan to adjourn the meeting at 5:34pm., motion approved 7-0.

Minutes submitted by: Megan Duncan, Village Clerk & Treasurer



PHOTO EXAMPLE OF PLAYGROUND
NOT TO SCALE



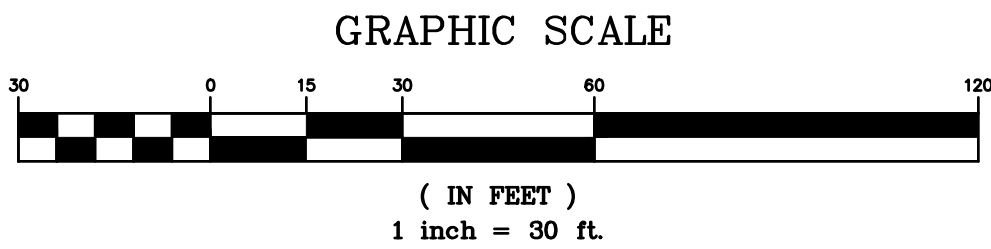
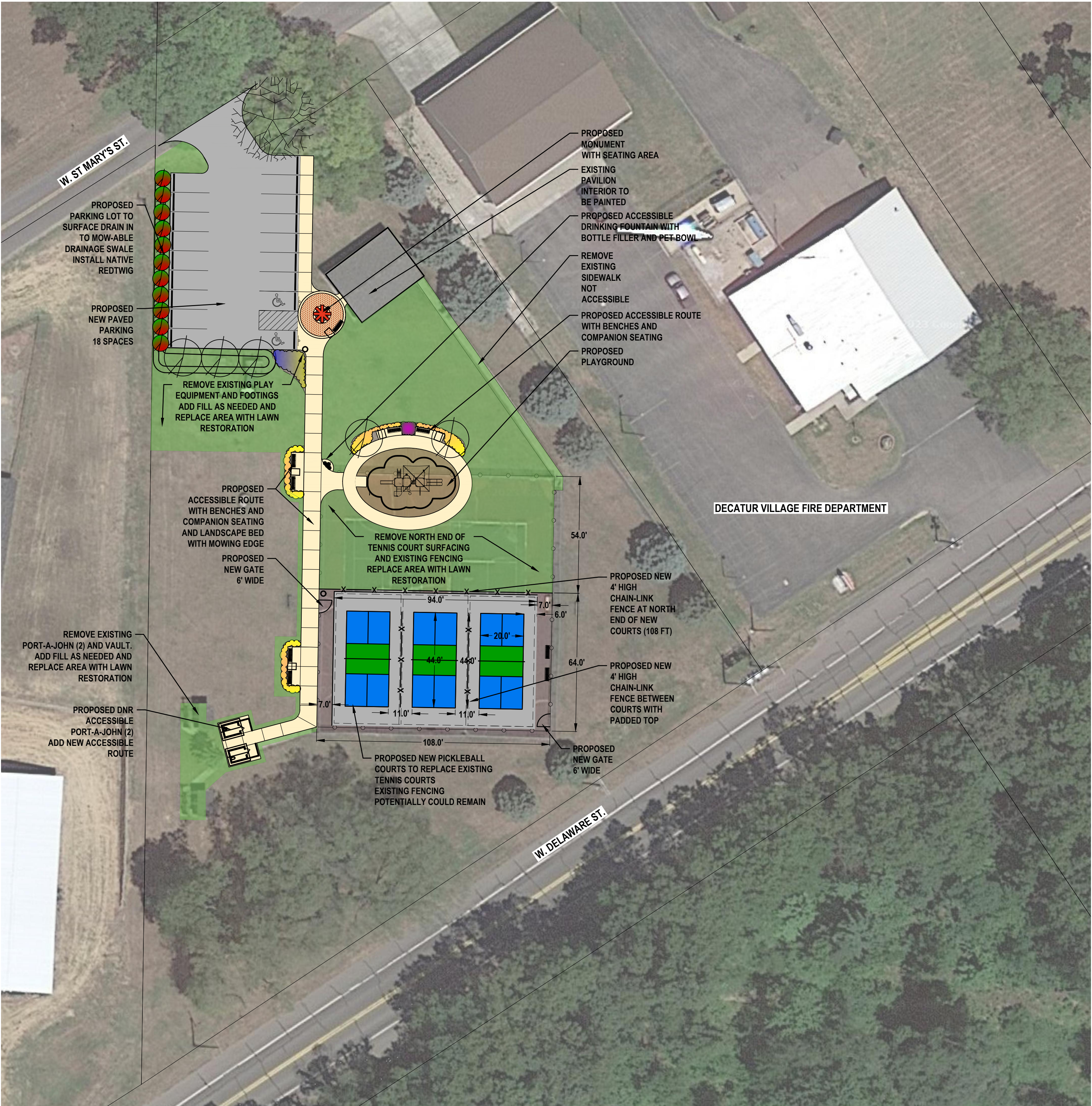
PHOTO EXAMPLE OF PICKLEBALL
NOT TO SCALE



PHOTO EXAMPLE OF MONUMENT BOULDER
NOT TO SCALE



PHOTO EXAMPLE OF DRINKING FOUNTAIN
NOT TO SCALE



NO.	REVISION DESCRIPTION	BY:	DATE:
-----	----------------------	-----	-------



Abonmarché
36 West Main Street
Benton Harbor, MI 49023
T 269.927.2295
F 269.927.2295
abonmarche.com

Engineering - Architecture - Land Surveying

PROJECT:
**FIREMAN'S PARK IMPROVEMENTS
VILLAGE OF DECATUR
DECATUR, MI**

SHEET TITLE:
SCHEMATIC OVERALL PLAN

DRAWN BY:
KB

DESIGNED BY:
KB

PM REVIEW:

QA/QC REVIEW:

DATE:
AUG 2023

SEAL:

SIGNATURE:

DATE:

SCALE:

HORZ: 1"=30'-0"

VERT:

ACI JOB #

P23-0796

SHEET NO.

2 of 2



MISSOULA CONCRETE construction

GSA Contract #47QSWA18D0041

For construction project: Benton Harbor, MI

We offer the following: (1) Aspen Double Vault Toilet

L.S. \$61,670.00

Price includes:

Aspen double vault toilet building & (2) 1,000-gal vault(s), no screen, right/left hand floorplan, unisex signage, interior "no trash" signage, barnwood-look walls & simulated cedar shake roof, standard color options, door frame, door, lockset, door vent, (2) polycarbonate windows, cleanout hatch & cover, HDPE riser, ADA grab bars, waste basket, (1) stainless steel toilet paper holder, trc vent screen & vent stack, delivery, and placement at jobsite.

Adds:

Lead time: 150 days

Open Market Items:

Price does not include:

Excavation, backfill, and any unlisted site work including demolition, project clean-up, and taxes.

This quote is valid if materials ordered prior to: 09/04/2022 Sales: Garrett Wilson (406) 549-9682

A payment of 50% contract price is due with signed contract to approve order be put into production. Remaining 50% is due when order is delivered.

If payment will be made with a credit card an additional 3% cost will be incurred based on contract amount.

Prices includes delivery, the following terms apply delivery is F.O.B. truck, as near as possible to jobsite under own power. Job site must be accessible over and/or under all bridges and road surfaces. Contractor to unload at his own expense unless erection is included above.

Owner and/or customer are liable for any additional costs incurred due to inadequate site conditions or site location including access to site.

Vault Disposal \$1800 per.

Owner and/or customer are to have at least one person on site during delivery and are to help coordinate and physically assist in the placement of unit(s).

Excavator and/or owner are solely responsible for the conditions of the jobsite upon arrival of Missoula Concrete Construction.

Missoula Concrete Construction will not be held liable for site & road conditions seen nor unseen. If delivery can not be met at actual site location because of unsafe conditions unit will be dropped at designated location by customer.

If pickers are sent for an FOB job, owner and/or customer are liable for return of said pickers, and if not returned within two weeks' time this will result in additional charge of \$350.

If the excavation scope of work is to be done by the owner and/or customer, and the site is not prepared, site conditions will not allow use of crane access including fill, rock, trees, powerlines, or any other obstacle, or has not met our excavation specifications at the time of delivery, the customer will be charged \$250.00/hr plus any additional charges incurred by crane until the mobilization and placement of unit(s) can begin.

n/a Hours unloading time included. Additional time charged at \$85.00 per hour/truck. Missoula Concrete Construction is not responsible for contractor charges or delays stemming from state GVW divisions.

Returns or back charges will NOT be allowed without providing notice of deficiency prior to correction of deficiency. MCC shall be permitted first opportunity to correct deficiencies.

Any changes are purchaser's responsibility. Specials are not returnable. **TERMS: NET – 30 Day**



P.O. Box 16086 | Missoula, MT 59808

P 406.549.9682 F 406.549.6404

www.missoulaconcrete.com

ACCEPTANCE

Subject to being awarded the Contract for the Project described above and to the "Terms and Conditions", We order the described material at the unit price quoted

By _____

Title _____ Date _____

By  _____

Title Adam Bauer / Sr. Project Manager at Missoula Concrete

Engineer's Opinion of Probable Construction Cost

Project: **Village of Decatur: Fireman's Park**
Project No: **P23-0796**
Description: **Fireman's Park and Pickle Ball Improvements**
Stage: **Feasibility**
Date: **8/8/2023**
Prepared By: **GJC**

Miscellaneous					
Line	Item	Measured Quantity	Unit	Unit Cost	Item Cost
1	Mobilization, Max 10%	1.0	LSUM	\$ 41,000.00	\$ 41,000.00
2	SESC Permit and Measures	1.0	LSUM	\$ 3,000.00	\$ 3,000.00
Subtotal: Miscellaneous					\$ 44,000.00

Removals					
Line	Item	Quantity	Unit	Unit Cost	Item Cost
3	Boulder/Grill Relocation/Installation	1.0	LSUM	\$ 500.00	\$ 500.00
4	Site Grading	1.0	LSUM	\$ 18,000.00	\$ 18,000.00
5	Sidewalk, Rem	50.0	Syd	\$ 25.00	\$ 1,250.00
6	Water Spigot Removal	2.0	Ea	\$ 250.00	\$ 500.00
7	Playground Removal	1.0	LSUM	\$ 3,000.00	\$ 3,000.00
8	Port-a-John Removal	2.0	Ea	\$ 5,000.00	\$ 10,000.00
9	Tennis Court/Fence Removal (Sport Court Const. Estimate)	1.0	LSUM	\$ 26,000.00	\$ 26,000.00
Subtotal: Removals					\$ 59,250.00

Proposed Improvements					
Line	Item	Quantity	Unit	Unit Cost	Item Cost
Parking/Pavillion Area					
10	Subbase, CIP (12 Inch)	215.0	Cyd	\$ 25.00	\$ 5,375.00
11	Aggregate Base, 8 Inch	720.0	Syd	\$ 18.00	\$ 12,960.00
12	HMA, 13A (2 Inch)	80.0	Ton	\$ 125.00	\$ 10,000.00
13	HMA, 36A (2 Inch)	80.0	Ton	\$ 125.00	\$ 10,000.00
14	Pavement Marking/Signage	1.0	LSUM	\$ 2,000.00	\$ 2,000.00
15	Concrete Parking Blocks, 8 Feet	18.0	Ea	\$ 250.00	\$ 4,500.00
16	Sidewalk, Conc, 4 inch	545.0	Sft	\$ 7.50	\$ 4,087.50
17	Sidewalk, Brick Pavers	280.0	Sft	\$ 30.00	\$ 8,400.00
18	Mounument	1.0	ALLOW	\$ 5,000.00	\$ 5,000.00
19	Site Ammentities (Bench/Trash/Recycle)	1.0	ALLOW	\$ 8,000.00	\$ 8,000.00
20	Pavillion Repainting	1.0	LSUM	\$ 3,000.00	\$ 3,000.00
21	Tree	3.0	Ea	\$ 800.00	\$ 2,400.00
22	Shrubs	11.0	Ea	\$ 100.00	\$ 1,100.00
23	General Plantings	50.0	Ea	\$ 35.00	\$ 1,750.00
24	Aluminium Edging	170.0	Ft	\$ 6.50	\$ 1,105.00
Play Ground Area and Sidewalk to Port-A-John					
25	Sidewalk, Conc, 4 inch	3315.0	Sft	\$ 7.50	\$ 24,862.50
26	New Playground	1.0	LSUM	\$ 65,000.00	\$ 65,000.00
27	DNR Vault Toilet	2.0	Ea	\$ 20,000.00	\$ 40,000.00
28	Site Ammentities (4 Benches/Trash Cans)	1.0	ALLOW	\$ 20,000.00	\$ 20,000.00
29	Water Service, Long	1.0	ALLOW	\$ 8,000.00	\$ 8,000.00
30	Water Fountain (Most Dependable)	1.0	ALLOW	\$ 10,000.00	\$ 10,000.00
31	Embankment, CIP	75.0	Cyd	\$ 20.00	\$ 1,500.00
32	Tree	5.0	Ea	\$ 800.00	\$ 4,000.00
33	General Plantings	150.0	Ea	\$ 35.00	\$ 5,250.00
Pickleball Court					
34	Pickleball Court Surface Improvements/Fencing/Gates (Sport Court Const. Estimate)	1.0	LSUM	\$ 65,000.00	\$ 65,000.00
35	4' High Chain Link Fence with Padded Top	125.0	Ft	\$ 55.00	\$ 6,875.00
36	Site Ammentities (2 Benches/Trash cans)	1.0	LSUM	\$ 12,000.00	\$ 12,000.00
37	Slope Restoration, Non-Freeway, Type B, Modified	1950.0	Syd	\$ 8.50	\$ 16,575.00
38	Signage and Wayfinding	1.0	LSUM	\$ 10,000.00	\$ 10,000.00
Subtotal: Proposed Improvements					\$ 368,740.00

Summary					
Construction Subtotal:					\$ 471,990.00

Engineer's Opinion of Probable Construction Cost

Project: **Village of Decatur: Fireman's Park**
Project No: **P23-0796**
Description: **Fireman's Park and Pickle Ball Improvements**
Stage: **Feasibility**
Date: **8/8/2023**
Prepared By: **GJC**

Construction Contingency/Engineering/Construction Admin:	30%	\$ 141,597.00
Construction Total:		\$ 613,587.00
Anticipated Inflation: Anticipated Construction 2025	6%	\$ 36,815.22
Project Total: Village of Decatur: Fireman's Park - Fireman's Park and Pickle Ball Improvements		\$ 650,402.22

1. This opinion of probable construction cost is intended for information only and shall not be interpreted as a guarantee regarding actual construction pricing. It is based upon measured/estimated quantities, reasonable assumptions, recent bid costs on similar projects, and judgement regarding project intent and condition.

Notes:

1. Assumed fill for playground removal and Port-a-John Rem
2. Prices from MERL/contractor estimates/manufacture
3. Drinking fountain (Most Dependable) to be connected to existing water service that was previously capped. Allowance accounts for new water service to remain conservative.
4. Courts to be downsized and renovated into pickle ball courts
5. Geotechnical investigation or survey has not been performed. Drainage for impervious areas is anticipated to consist of sheet flow to adjacent vegetated swales.
6. Measured areas were increased by 5% or 10% in quantity calculations as there is no survey.