

**CITY OF WILLIAMSTON
PARKS & RECREATION COMMISSION
AUGUST 10, 2011
REGULAR MEETING MINUTES**

1. Call to Order:

The meeting was called to order at 7:04 p.m. in the Council Chambers at City Hall by Chairman Wolf and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Earl Wolf, Vice Chair Phillis Chirico, Commissioners Gwen Hulbert, John Pratt, and Carmen Siciliano. Absent: Ryan Sweeder.

Also Present: City Clerk Holly Thompson, City Manager Tim Allard, and citizens Curt Zaleski, & Larry Wittrup.

4. Approval of Agenda:

Move item 7c. to 7b. and add item 7f. Placement of Trees- New Planting Plan, 7g. Rotary Pavilion Staining Approval, 7h. Park Rules, 7i. Recommendation to Recognize John Siciliano for Scout Project, 7j. Rescind of City Council Order for Pavilion, 8b. Tree Grants, 8c. Status of Tree Sculpture Moving, 8d. General Park Condition, 8e. Memorial Options.

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

5. Audience Participation:

Chairman Wolf called for public comment at this time and there was none.

6. Approval of Parks & Recreation Regular Meeting Minutes of July 13, 2011:

Motion by **Chirico**, second by **Siciliano**, to approve the regular meeting minutes of July 13, 2011 as presented. **Motion passed by voice vote.**

7. Action Items

7a. Election of Chair, Vice Chair, and Secretary:

Motion by **Pratt**, second by **Siciliano**, to appoint Wolf as Chair, Chirico as Vice Chair, and Hulbert as Secretary. **Motion passed by voice vote.**

7b. Expansion of Agreement with Meridian Twp. To incorporate Flag Football and Cheerleading programs:

Motion by **Chirico**, second by **Hulbert**, to approve the expansion of the agreement with Meridian Township to incorporate flag football and cheerleading programs. **Motion passed by voice vote.**

7c. Plans for Grand Opening:

Motion by **Pratt**, second by **Siciliano**, to move the Grand Opening of McCormick Park to the spring. **Motion passed by voice vote.**

The Commission asked for clarification that the bandshell has officially been turned over to the City along with the deed.

7d. Color Scheme for Park Pavilions:

Manager Allard asked for confirmation that the Rotary pavilion is going to be re-stained and the white pavilion is going to be painted.

The Commission agreed that this is the case.

Motion by **Pratt**, second by **Hulbert**, to have the painted pavilion re-painted and have the stained pavilion re-stained. **Motion passed by voice vote.**

7e. Presence of Newsstands in McCormick Park:

Motion by **Pratt**, second by **Siciliano**, that the magazine stand in McCormick Park be removed because of lack of authorization. **Motion passed by voice vote.**

7f. Placement of Trees- New Planting Plan:

Chairman Wolf reported that he and Chirico met and got a plan from C2AE of the gardens, and plans of what exists at this time. He took the hand drawn tree plan and incorporated those plans onto the C2AE plans. This will help identify open spaces for the trees.

Commissioner Chirico felt the quote received from Anderson-Fischer to plant trees in the park is outrageous. The Commission wants to get more quotes for tree planting.

The Commission discussed the diameter allowed for donated trees. The Commission also discussed the issue of providing shade to the people watching concerts and people performing in the bandshell.

Motion by **Hulbert**, second by **Siciliano**, to accept the offer of trees from Lowell and Nick Martin, pending the Commission review and revisiting the location-proposed. **Motion passed by voice vote.**

7g. Rotary Pavilion Staining Approval:

Motion by **Chirico**, second by **Hulbert**, to accept the Rotary's offer to provide materials to stain the pavilion. **Motion passed by voice vote.**

7h. Park Rules:

No action taken.

7i. Recommendation to Recognize John Siciliano for Eagle Scout Project:

Motion by **Pratt**, second by **Hulbert**, to ask the City Council to give a special proclamation to John Siciliano for the fine job he did in restoring the shade structure in McCormick Park. **Motion passed by voice vote.**

7j. Rescind of City Council Order for Pavilion:

The Commission discussed the lack of action on painting the pavilion by the Smith family.

Manager Allard stated that he also discussed this issue during his staff report to Council and was asked that Chairman Wolf follow up with a written letter to Dan Norton asking him for the

status of this project and their plans to paint the pavilion. And also incorporate into the letter that the City may have some of the paint to be used on the pavilion.

Motion by **Hulbert**, second by **Chirico**, to have Chairman Wolf follow up with a letter to the parties regarding the green and white pavilion and ask them to state their intention within 10 days. **Motion passed by voice vote.**

8. Discussion Items

8a. Skate Park:

The Commission discussed this issue and felt that Dawn Marie Joseph should be contacted regarding this to find out whether she is still interested in pursuing the Skate Park. If not, this issue should come back to the Parks Commission.

8b. Tree Grants:

Manager Allard reported that there was a Michigan Arbor Day Grant that was approved by Council to apply for, however it seemed to be geared more younger people planting seedlings. He asked the Council to rescind that motion and asked them to apply for the Michigan grant. The deadline for this grant is mid-September and the grant is nearly ready to be filed. Commissioner Chirico will provide a copy of the tree planting plan to the City for duplication.

8c. Status of Tree Sculpture Moving:

Manager Allard reported Rotary has allotted \$2500 for a tree sculpture relocation grant. The City is still working with Cardinal Fabricating on moving the sculpture and providing the hardware for mounting the tree sculptures. The City staff is hoping to get this done by mid-November.

-Siciliano left at 9:14 p.m.

8d. General Park Condition:

Commissioner Chirico questioned if the contract included grass seeding in front of the bandshell.

Manager Allard commented that it was seeded, but some seed did not take and will take more seeding.

Chairman Wolf pointed out that boulders are needed around the fishing pier, heating is needed in the concession stand, tiling is needed in front of the bandshell and behind the concession stand.

Commissioner Chirico stated there is a pile of rocks beside the rain garden that needs taken care of. Behind the spruce trees behind the church is full of weeds. Maybe it should eventually be filled with stones. She noticed there is a new memorial courts basketball sign at the park near the Community Center.

8e. Memorial Options:

Chairman Wolf would like to see the Park Memorial information on the City website.

10. Audience Participation:

Chairman Wolf called for public comment at this time and there was none.

11. Member Comments:

Commissioner Hulbert heard a rumor that the City Manager is resigning. She thanked Manager Allard for everything he has done for the City and the Commission.

Commissioner Chirico stated that Manager Allard is the best thing that has happened to the City in the past 12 years.

12. Adjournment:

Chairman Wolf adjourned the meeting at 9:38 p.m.

Meeting Adjourned at 9:38 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: _____
Holly M. Thompson, City Clerk

Date Approved: _____