

**CITY OF WILLIAMSTON  
PARKS & RECREATION COMMISSION  
JANUARY 9, 2008  
REGULAR MEETING MINUTES**

**1. Call to order:**

The meeting was called to order at 7:00 p.m. in the City Hall Council Chambers by Chairman Ryan Sweeder and the Pledge of Allegiance was recited.

**3. Roll Call:**

Chairman Ryan Sweeder, Commissioners Gwen Hulbert, ~~Phillis Chirico~~, Larry Wittrup, and Earl Wolf. Absent: ~~None~~ **Phillis Chirico**.

Also Present: City Manager Lisa Hitchcock, Bernie Eckman, Bill Turner and Terri Campbell.

**4. Approval of Agenda:**

Add 7a. American Legion Veteran's Memorial.

Motion by **Hulbert**, second by **Wittrup**, to approve the agenda as amended.

**Motion passed by voice vote.**

**5. Audience Participation:**

Chair Sweeder asked for audience participation at this time, and received none.

**6. Approval of Parks & Recreation Regular Meeting Minutes of December 12, 2007:**

7b. change plant to plan, 7d. change Hulbert to Chirico.

Motion by **Hulbert**, second by **Wittrup**, to approve the Parks and Recreation regular minutes of December 12, 2007 as amended. **Motion passed by voice vote.**

**7. Action Items**

**7a. Site Plan for Veterans Memorial:**

Bill Turner distributed a memo and explanation of their proposed changes and reviewed the information with the commission. Commissioners indicated all concerns had been addressed except the lighting needs to be addressed with the Planning and Development Administrator. Anticipated completion of the project is Memorial Day. Commissioner Wolf asked what would become of the current memorial. Mr. Turner and Eckman indicated they saw no need for leaving it. The commission congratulated Mr. Turner and Mr. Eckman on the great job they have done.

Motion by **Wittrup**, second by **Wolf**, that the Commission is in agreement with the concept presented with the understanding that the lighting needs to be reviewed by the Planning and Development Administration. **Motion passed by voice vote.**

## **8. Discussion Items**

### **8a. Update on Tree Planting Grants:**

DTE grant was submitted on December 28<sup>th</sup>. The Emerald Ash Borer grant does not appear to be available this year. Chair Sweeder thanked the staff for submitting the grant.

### **8b. Set Parks and Recreation Goals for 2008:**

Commissioner Hulbert stated that the goals from last year are sufficiently unfulfilled and she feels the current year's goals should be considered. Commissioner Hulbert presented a written list. Commissioner Wolf stated one of his goals is to have a full commission. Chair Sweeder stated his goal is to make sure grants get submitted.

### **8c. Set timetable for grant applications for both McCormick and Memorial Parks:**

Land and Water Conservation grant is 50% match with a deadline of March 1<sup>st</sup>. DNR Michigan Natural Resources Trust Fund grant is up to 80% with an April 1<sup>st</sup> deadline. Plan is to hold a public hearing on the grant proposal at the next meeting.

### **8d. Potential Visions for Memorial Park:**

Generally set with path and access to water.

### **8e. Potential Visions for Deer Creek Park:**

Repaving will hopefully improve the appearance of the park. Commissioner Wolf asked about the possibility of removing the fence.

### **8f. Donated items for Parks Cost Structure:**

Commission discussed updating the presented chart with cost per items.

## **10. Staff Reports**

### **10a. City Manager:**

Manager Hitchcock stated that the City Council approved the first reading of the proposed ordinance change.

### **11. Audience Participation:**

Chair Sweeder called for audience participation and there was none.

### **12. Member comments:**

Commissioner Wolf thanked Chair Sweeder for his work on the tree grant. He will request a letter of support from the Garden Club, contact Mr. Schneider and Ann Campbell. He called two people that have expressed interest in the commission.

Commissioner Hulbert thanked Chair Sweeder on his preparation of the DTE tree grant.

Commissioner Witttrup stated he lost a close neighbor this past weekend and was not 100% tonight.

Chair Sweeder stated he is looking forward to this year. He believes the commission will get a lot accomplished.

**13. Adjournment:**

**Chair Sweeder adjourned the meeting at 9:11 pm.**

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

Respectfully Submitted by: \_\_\_\_\_  
Lisa K. Hitchcock, City Manager/Clerk

Date Approved: \_\_\_\_\_