

Parks Commission

Regular Meeting Agenda

Tuesday, October 14, 2014
6:00 p.m., Council Chambers



City of South Haven

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for the Record – September 9, 2014
5. Public Comments and Inquiries Concerning Items not on the Agenda

NEW BUSINESS

6. Commission will be requested to review the donation of a Memorial Bench and Grill from Danny Hartmann and family.
7. Commission will receive an update on Kid's Corner.
8. Commission will be requested to review a donation for expansion of the overlook deck at Newcome Beach.
9. Commissioner Comments
10. Adjourn

RESPECTFULLY SUBMITTED,

A handwritten signature in black ink that reads "Larry Halberstadt".

Larry Halberstadt, PE
City Engineer

Parks Commission

Regular Meeting Minutes

Tuesday, September 9, 2014
6:00 p.m., Council Chambers



City of South Haven

1. Call to Order by Reinert at 4:00 p.m.

2. Roll Call

Present: Cobbs, Fitzgibbon, Moore, Toneman, White, Reinert
Absent: Comeau

3. Approval of Agenda

Motion by Fitzgibbon, second by Moore to approve the September 8, 2014 regular meeting agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes for the Record – July 8, 2014

Motion by Fitzgibbon, second by Moore to approve the July 8, 2014 regular meeting minutes with correction.

All in favor. Motion carried.

5. Public Comments and Inquiries Concerning Items not on the Agenda

There were none.

OLD BUSINESS

6. Commission will be requested to review conceptual plans for the Dyckman Beach Access Improvements.

Halberstadt introduced Pat Cornelisse, of Cornelisse Design Associates, who has developed and will display some concept drawings which incorporate some of the items discussed at the last meeting.

After comments about beach grass, Cornelisse noted that dune grass, which she shows on this concept plan, is a native grass, not an ornamental grass; that dune grass is hardy and

grows in moving sand; and that all of the City's beach accesses have blowing sand. This grass can handle that, according to Cornelisse; roots may be five foot (5') to six foot (6') deep due to grasses, over time, being covered by blowing sand.

Cornelisse also showed photographs of some parks she has worked on which use the dune grass. In response to further questions, Cornelisse noted that dune grass is an aggressive material which tends to move into the lawn. Because of that, Cornelisse recommends an edging be used to prevent the dune grass from growing where you do not want it.

Discussion ensued regarding the grasses at Ellen Avery Park and whether it is dune grass or ornamental grass. Fitzgibbon commented on the problem of the grasses growing tall and flopping over to block the sidewalks. Moore noted that the dune grass at South Beach is only about 2' tall. Halberstadt pulled up photographs of the Ellen Avery Park grasses and Cornelisse confirmed that the grasses there are ornamental grasses. Halberstadt explained that choosing the dune grasses is to try to eliminate the problem of grasses that fall over onto the sidewalk and take over the area.

Reinert requested that we go back to the three (3) concept drawings, A, B and C. After questions, Cornelisse explained that the wall depicted is like the ones used elsewhere in the City, specifically in front of City Hall. Halberstadt noted that he promises the wording will be "Dyckman Beach" not "Access."

Fitzgibbon said she hates ornamental grass and has worked really hard not to get any more in the City. Concern was expressed that the grasses on the parkway will grow tall enough to block the wording on the beach sign. Reinert said the softer look is good and things could be changed later if they don't work out. Cornelisse noted that the sign/bench depicted at the Dyckman Beach access is a little higher than the ones in front of City Hall, more bar stool height.

Fitzgibbon asked if dune grass is, in Cornelisse's estimation as a professional, the best choice, to which Cornelisse responded that it is and noted that she has used it in many places along the lakefront. There was discussion regarding the maintenance issues of the streets departments in plowing blown sand away from these accesses and beaches each spring.

Moore pointed out that there is some signage at the Dyckman Beach access presently that is not shown in these drawings. Moore also noted that there is a lot of erosion remediation being done in that area and wondered who was doing that work. Halberstadt said he is not aware of whether it is City staff or someone else that is doing that work. Halberstadt pointed out that there is also a beach parking sign informing that one is entering a paid parking area.

Discussion ensued regarding where you pay for the parking for the accesses. Halberstadt noted that it is not the City's intention to have people go to North Beach to pay for parking at a remote location. White commented on the way the existing parking system and paying works. In response to questions regarding whether the beach parking system makes money for the City, Fitzgibbon assured the Commission that it is a good source of income for the City.

Motion by Fitzgibbon, second by White, to recommend Revised Plan A for Dyckman Beach Access Improvements to City Council.

All in favor. Motion carried.

Halberstadt noted that Cornelisse has started working on the Black River Park concept plan. Cornelisse previewed the drawing that she has created. Pointed out the parking area which could be fifteen (15) to twenty-seven (27) spaces depending upon the configuration. Noted that a gazebo that was originally in Dyckman Park (across from City hall) that is to be relocated down here. Cornelisse also noted that the plan attempts to connect the west area with a bridge and add an eight foot (8') trail so it becomes an offshoot of the actual trail and gives some choices. There were several comments regarding what could be done with the large grassy area in the plan. Cornelisse suggested possibly doing small concerts from the gazebo.

Fitzgibbon said the City has been applying for grants for that wall but have not received anything. Halberstadt said the Great Lakes Fisheries is opposed to sheet wall. According to Fitzgibbon the Celery Pond Advocates are heavily involved and they want a natural effect. Cornelisse pointed out that the Black River has a lot of wave action and she doesn't recommend soft landscaping; her recommendation is rip rap. Cornelisse noted that in the area going out to the channel she suggests a type of grass that grows taller than regular mown turf; "the geese don't like it as well and it only has to be mown a couple of times a year." Discussion ensued regarding whether any of the soil on that site can be moved and sculpted. Halberstadt stated he likes the concept of creating a no-mow area, particularly along the creek, since it does deter the geese from hanging out there. Cornelisse said she'd like to see such things as picnic tables, benches and something "a little more lounge-y," and showed commissioners a brochure with concrete seating.

To recap, Cornelisse stated her design tries to incorporate trails going somewhere; places to sit; places to park (without overdoing the parking) and trying to minimize mowing.

In response to Cornelisse's request for questions, concerns and ideas, Fitzgibbon pointed out that the Celery Pond Advocates are a 501(c)(3) charitable organization that does a lot of cleanup work and have money; they have donated some art pieces for the area. Cornelisse stated that she could provide places for art. Discussion ensued regarding the expense of the Abonmarche plan and Halberstadt said we are probably going to have to use local funding, donations and volunteers to complete this project. Cornelisse suggested this site might have some possibilities for a recreation passport grant. Fitzgibbon said it would be a nice place for bikers to relax. Moore pointed out that the light green area on the plan could be turned into a picnic area. Cornelisse noted that when she is designing she has to think of accessibility; there could be a combination of paved and compacted gravel until you could afford to pave it. Fitzgibbon commented that since this is a floodplain area paving might be a negative.

Reinert asked where the closest restroom area is; Halberstadt noted it is shown on this plan, and one of the factors is to provide access to the nearby boat access site. Cornelisse noted that some of the native grasses are nice but there is a lot of maintenance for the first three (3) years; Halberstadt noted that maintenance might be a project for the Celery Pond Advocates.

NEW BUSINESS

Moore commented that he would like updates regarding things that were brought up at the last meeting. Reinert suggested that if anyone has particular items they would like discussed to contact Larry Halberstadt to have them put on the agenda. For tonight Reinert suggested that these items can be addressed during Commissioner Comments.

7. Commissioner Comments

Toneman asked whether the Parks Commission has a right to rule on the Dyckman Beach Access improvements, which he asked about previously, as noted in the July minutes.

Fitzgibbon said all of the accesses are considered under the Parks Commission including the ones along North Shore Drive. Toneman noted that he abstained at the last meeting because he did not feel sure that the Parks Commission should be involved with this. Fitzgibbon explained that an abstention is the same as a “no” vote and that abstention is to be used when a commissioner has a financial or personal conflict of interest. Fitzgibbon also noted that while the Commissions are charged with making recommendations to Council; Council makes the final decision.

Halberstadt pointed out that we are looking at something that may be applied to other Parks as well; a signage treatment and landscaping treatment that may be applied elsewhere in the City.

Toneman asked where the Dyckman Beach access is listed as a park. Halberstadt noted that some are listed in the City Charter and some are listed in the Park and Rec Plan. Toneman commented it would be nice to have something listed that would prove that issues should be before us. It was noted that the City Manager requested that this go before the Park Commission.

Moore questioned what happened about the bike racks. Halberstadt noted that a portable bike rack was installed at Oak Street and that options for the other beaches are still being reviewed with staff. Bike racks must be removable over the winter due to the large amounts of blowing sand that build up at the beaches and the need to use heavy construction equipment in the spring to remove the sand.

Reinert said, “We could work towards that but we do want to have bike racks available where possible. The City is asking people to come with bikes but is not providing bike racks; need to look at consistency and whether we can get a certain design eventually, but at least offer something so we’re sending a message.”

Moore asked got an update regarding the injuries to a child at Kids Corner; Halberstadt said we sent crews out to do additional sanding on the wood. Halberstadt also noted that the City did get an insurance claim in one case and a settlement offer was made.

Moore asked about the status of the issue of dogs at the farmer’s market to which Halberstadt noted that the concern had been passed on to the City Manager and it is his understanding that some research has been done by the DDA Director. Some

commissioners noted that they frequent the farmer's market and had not noticed a problem with dogs.

Moore asked about the paddleboard rentals. Reinert stated she has ridden by on her bike but has never seen the rental group there. Fitzgibbon noted that the contract was for one year "so if he doesn't come back next year we'll know it didn't work out."

Moore wondered about the safety concerns of the Kids Corner play structure and the historic significance because citizens built it. Fitzgibbon and Reinert spoke to how the project was conducted and the feeling of community that was achieved as a result of the Kids Corner project. Halberstadt stated that it is a sensitive subject, noting a similar situation in Traverse City when a similar structure was planned to be leveled to be replaced with a typical modern metal play structure.

Discussion ensued regarding the funding sources for projects and Halberstadt pointed out things are not always able to be done just the way the City envisioned them. For example, if transportation grant funding was used, the Department of Transportation puts some limits as to what can be put there.

White commented that parents have asked why there were no swings in the play structure that was placed at Elkenburg Park. Fitzgibbon explained that the neighborhood group made the decisions. Cobbs said it was decided not to have swings. White said that she is seeing older kids coming over to the Tot Lot to swing because there are swings there. Moore asked if there was room for swings; White said there isn't really room.

White also noted that after a recent Bobby Walker event trash bags were left to sit out overnight. Wanted to know if there is any way an early pickup could be arranged, because there was food garbage in the bags and raccoons, cats and other animals were tearing into the bags and spreading the garbage around. Halberstadt said when there is a special event our crews usually are told to clean it up as soon as possible. Reinert suggested Halberstadt bring that to the attention of someone. Halberstadt suggested that in the future a citizen should call the dispatch number, 637-5151, and let them know there is a problem so crews can be asked to take care of the issue. Toneman suggested extra trash cans for special events. White noted that because the trash cans were full, volunteers pulled the bags out of the trash receptacles and were able to put more in them. In response to questions, it was noted that once the bags were removed there were no more trash bags available to put into the trash receptacles. Halberstadt commented that there may be some items ordered for Elkenburg Park that have not arrived yet that were purchased with the leftover money from the Elkenburg Park project.

White noted that while she did not previously go to Elkenburg Park much it is more inviting now and she enjoys sitting on a bench in the shade. Discussion ensued regarding the use of the bleachers and White assured that the bleachers are used constantly; "there is always someone there playing basketball."

8. Adjourn

Motion by Fitzgibbon, second by Cobb to adjourn at 7:22 p.m.

Respectfully submitted,

Marsha Ransom
Recording Secretary



Agenda Item 6

Memorial Bench and Grill – Packard Park

Background Information:

Danny Hartmann and family would like to donate a memorial bench and a grill to the City of South Haven. Mr. Hartmann has worked with City Staff to select a location for these items in Packard Park, as illustrated on the attached map.

The style of the bench and grill will match those found at other parks throughout the City.

The bench will have an engraved plaque that reads, “In Loving Memory of Rita Hartmann Rijavec.” No plaque is planned for the grill.

City Staff has been given the opportunity to review the proposed donation and no objections or concerns have been raised regarding the donation.

Recommendation:

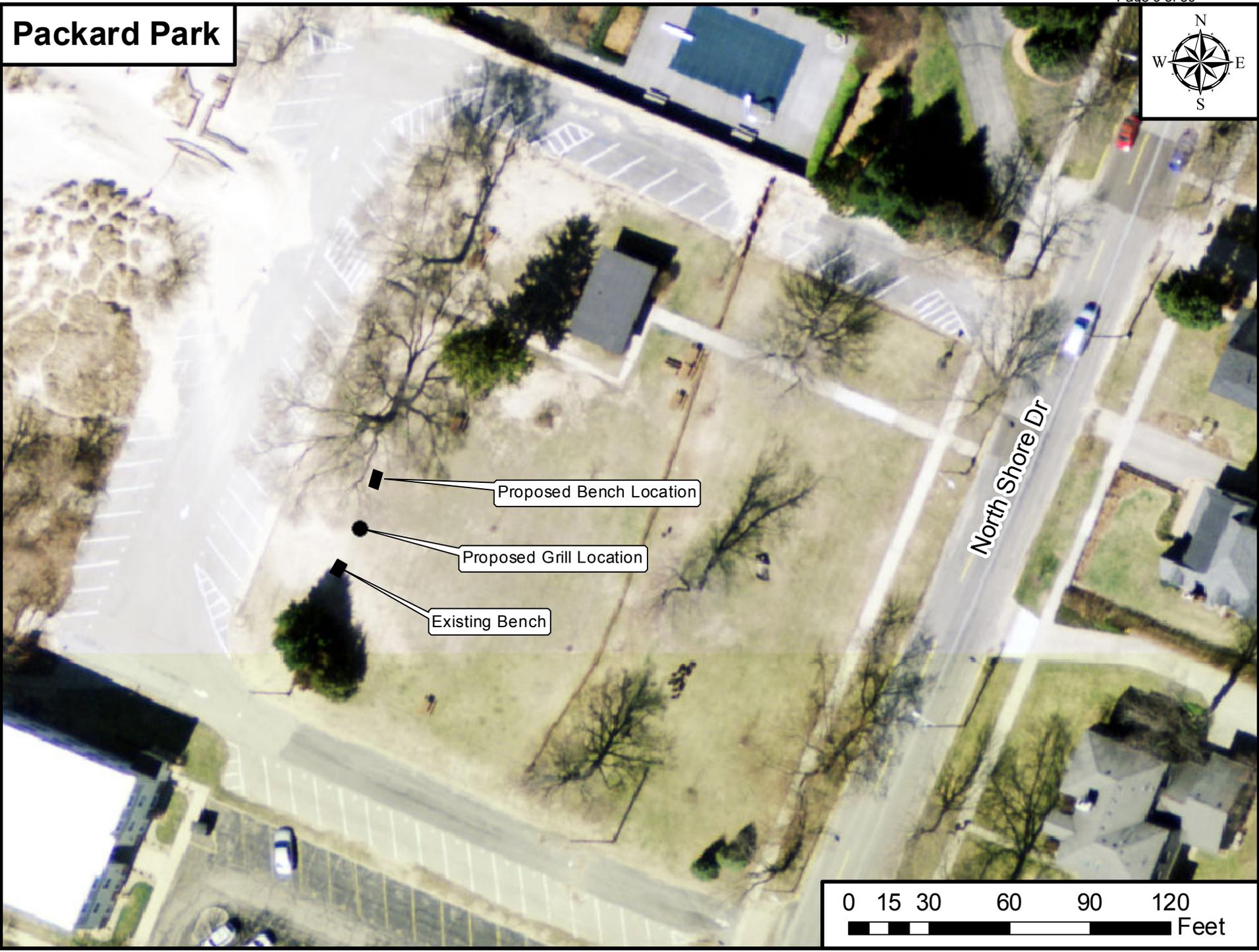
Approve a recommendation that City Council accept the gift of a memorial bench and grill from Danny Hartmann and family. Approve the proposed wording for the engraved plaque. The gift will be subject to the terms of Resolution 08-49.

Attachments:

Hartmann Memorial Bench and Grill Location Map
Resolution 08-49: Amended City Gift Policy

Respectfully submitted
Ryan Bosscher
GIS Tech / Memorial Bench Coordinator

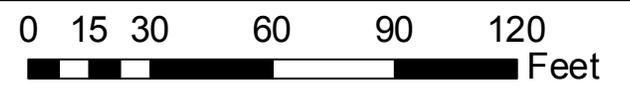
Packard Park



Proposed Bench Location

Proposed Grill Location

Existing Bench



CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

RESOLUTION NO. 08-49

A RESOLUTION AMENDING THE GIFT POLICY
FOR THE CITY OF SOUTH HAVEN

Minutes of a regular meeting of the City Council of the City of South Haven, Van Buren and Allegan Counties, Michigan, held in the City Hall, 539 Phoenix Street, South Haven, Michigan 49090 on September 15, 2008 at 7:30 p.m. local time.

PRESENT: Andersen, Bemis, Fitzgibbon, Smith, Stegeman, Appleyard

ABSENT: McCoy

The following preamble and resolution was offered by Member Bemis and supported by Member Stegeman.

WHEREAS, the City of South Haven has been enriched by many generous donations from the public that have enhanced our community's public spaces; and

WHEREAS, on November 1, 2004 City Council adopted Resolution 04-43 adopting a gift policy; and

WHEREAS, City Council requests an amendment be made to the policy regarding allocation of monetary gifts should it not be specified at the time of donation.

THEREFORE, BE IT RESOLVED, that the City of South Haven amends the gift policy as outlined in Exhibit A attached.

BE IT FURTHER RESOLVED, that this resolution shall take effect upon passage by the City Council.

RECORD OF VOTE:

Yeas: Andersen, Bemis, Fitzgibbon, Smith, Stegeman, Appleyard

Nays: None

RESOLUTION DECLARED ADOPTED.


Dorothy Appleyard, Mayor

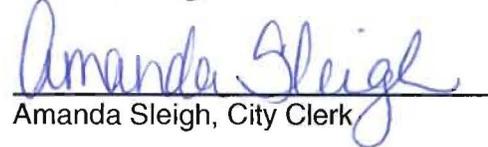

Amanda Sleigh, City Clerk

Exhibit A**City of South Haven Gift Policy****Introduction**

Over the years, the City of South Haven has been enriched by many generous donations from the public that have enhanced our community's public spaces. These gifts are often given in memory of, or in honor of, individuals who were residents of the South Haven area. Gifts have come in many different forms, including trees, park benches, artwork, garden size landscaped areas or an entire park.

Each gift is special to our community. Every gift given in memory of, or in honor of someone, has at least two items in common. First, they are generously given by family and friends to represent a loved one. Secondly, the donor is seeking to enhance the beauty of South Haven by improving our community public spaces. In doing so, the donors have provided a unique enhancement to our community public spaces which will be enjoyed by the current community and future generations to come.

The City Council and appropriate authorities, boards and/commissions review each gift and seek to respect the desires of the donors. In order to ensure that all gifts work together to enhance the beauty and function of our public spaces, certain guidelines for gifts and their recognition must be followed.

We trust that these guidelines will help in determining the gift you are considering and allow it to be a lasting tribute to our community.

Guidelines

1. Each proposed gift, its location and installation plans will be reviewed and may be approved by City Council prior to installation. The cost of installation is to be included as part of the donation. City Council may seek recommendations from the appropriate authority, board and/or commission prior to approval.
2. Donations must meet any applicable governmental codes and guidelines.
3. If memorial recognition is requested, the following rules apply:
 - a. Plaques for benches and picnic tables will be 2" X 4" in size, brass plated, recessed, and mounted with flush screws. Professional installation of the plaque is the responsibility of the donor.
 - b. Plaques for structures, monuments, and statues, should be cast bronze, with a maximum size of 5" X 8", and a maximum number of forty letters/numbers combined. Plaque should be installed on the structure, monument, or statue or on a flush to the ground concrete foundation with a maximum size of 11" X 14" X 14". Professional installation of the plaque is the responsibility of the donor.
 - c. Any variation to Section A or B must be requested at the time of the donation.

Exhibit A

- d. In the case of gifts requiring other than incidental minor maintenance, unless expressly agreed to in advance, the City will not normally accept responsibility for such maintenance. In the event that persons or firms not under City control provide such maintenance, and the maintenance is not performed to the City's satisfaction, the City shall have the right to remove or modify the gift as it sees fit.
- e. In all cases the City Council maintains the right to move, modify or remove donations if future circumstances dictate.

Items not specifically covered above will be considered on a case-by-case basis.

- 4. City Council has the authority to allocate all monetary gifts received that do not specify a particular fund/project.

Donations will be recognized as follows:

A register will be kept with the city clerk with each donor's address and phone number. It is the responsibility of the donor to inform the city of any address or phone number change to the register list.

Conclusion

As gifts to the City of South Haven are considered, please know that a member of city staff or an appropriate commission member will be happy to assist you in this process. In closing, we sincerely appreciate your willingness to improve our community through your generous donation.

Suggested Gift List:

Trees (chosen from the ordinance)
 Professional Landscaping
 Benches
 Tables
 Fountains
 Bike Racks
 Decking
 Bricks
 Signs
 Lighting
 Professional Services
 Irrigation
 Monetary gift
 Endowments



Agenda Item 7

Kid's Corner Play Structure

Background Information:

In 1988, the City constructed a large timber play structure in Monroe Park now known as Kid's Corner. The play structure was constructed as a community build and utilizing community donations. Although the play structure is over 25 years old, it is still in good condition and remains very popular due to its large size and variety of play features.

The play structure was designed and the community build was supervised by Leathers and Associates of Ithaca, New York. Recently, staff contacted the original design firm to inquire about their playground assessment services.

We received a proposal on September 25 that details the services to be provided. The purpose of the assessment is to review the current safety concerns, maintenance needs, and future renovation or replacement costs. This report is necessary to ensure that we can continue to provide a safe environment for children in the community. As a result, the City Manager has authorized the completion of this assessment.

If the assessment identifies the need for specific improvements, staff intends to work with Leathers & Associates and other interested community stakeholders to ensure that improvements meet the expectations of the community and the volunteers who worked on the original design and construction.

Recommendation:

It is recommended that the Parks Commission nominate 1-3 members to serve as a subcommittee during the playground assessment and improvement phase. The subcommittee members would assist staff in engaging community stakeholders if improvements are needed that would significantly alter the play structure.

Attachments:

Proposal for Playground Assessment Report
Leathers & Associates Brochure



9/25/14

South Haven, MI

L&A Playground Assessment Report:

Playground Assessment Report:

Conducted by a Leathers & Associates staff member who is a Certified Playground Safety Inspector (CPSI). The information this report provides will be very beneficial to your decision making ability.

This type of report will assist you in making decisions about the playground and help answer questions like:

<ul style="list-style-type: none"> • Are there safety concerns • How can we reduce maintenance needs • What's a replacement cost with today's materials (all Recycled plastics) 	<ul style="list-style-type: none"> • Can the playground be renovated • How much would it cost to renovate • Should the playground be removed and replaced
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Purpose:

- Provide an onsite visit and physical inspection of the playground by an L&A CPSI
- Evaluate the safety condition relating to the ASTM F1487 standards
- Evaluate accessibility level related to today's ADA requirements
- Evaluate overall condition of the structure and equipment
- Evaluate the safety surfacing condition
- Issue a summary report of our findings including:
 - General observations & recommendation
 - Safety
 - ADA
 - Listing of some specific equipment
 - Associated cost
 - Next steps recommendation

Cost of assessment:

Our assessment reports are \$1500/each. This includes all travel expenses, time on site and the follow up reports. If you choose to work with L&A on renovations or a replacement, you will be credited \$1,000.

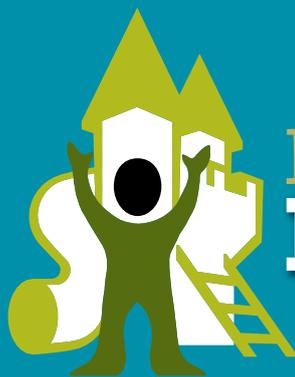
Sincerely,

Marc Leathers
Owner

*This service must be requested/approved by the owner of the playground.



CUSTOM-DESIGNED PLAYGROUNDS



Playgrounds by
LEATHERS
Dream. Build. Play!



Dream. Build. PLAY!

Since 1971,

Leathers & Associates

**have been on hand to celebrate the opening
of over 3,000 playgrounds in
all 50 states, and 7 other countries.**





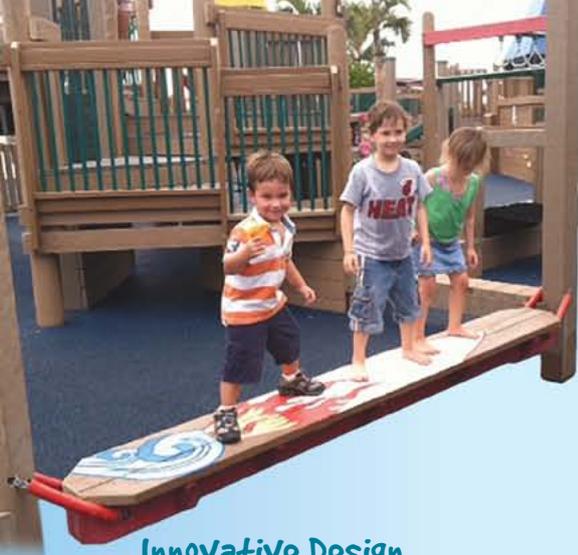
Each Leathers playground is unique and reflects the community in which it's built, with designs inspired by natural and historic features, local traditions and architecture—and, of course, the dreams and ideas of your kids! We've worked with cities, schools, science centers, zoos, service clubs, parks departments, ad-hoc community groups and churches to create one-of-a kind, inclusive playgrounds of all sizes for all ages and abilities. ✨

If you're thinking about building a playground, give us a call! Our community organizers will be happy to answer your questions, explain our process and discuss your options with you. We love what we do, and it shows! ★

Together we can make it happen!



Why LEATHERS?



Innovative Design

- ◆ All our playgrounds are custom-built and unique to each community. They can incorporate local history and architecture, educational components, waterplay, shade structures and more. When we say custom, we mean it—we don't just move around manufactured components.
- ✱ We can design to the level of visibility and accessibility that you request.

Quality Materials

- ★ We use high-quality structural and composite recycled plastic lumbers that are durable, low maintenance and splinter-free! Environmentally friendly p.t. lumber is available on request for structural framing and shade structures.

Accessible, Inclusive Play

- We provide play opportunities for children of all abilities, integrating accessible elements throughout to encourage inclusive and cooperative play.
- ✱ We can design your playground to meet the specific needs in your community, something you can't get with a manufactured playground.
- ✱ Our designs offer solutions for children and adults with many types of challenges, including those with mobility limitations, sensory processing disorders, visual impairments, and developmental and cognitive disabilities.
- ☾ We have built fully accessible, all-inclusive playgrounds all across the country. And all of our designs meet and exceed ADA accessibility guidelines.

Safety

- ◆ Our playgrounds are all built to meet ASTM and CPSC guidelines and standards. Our designers and construction consultants are Certified Playground Safety Inspectors.
- ✱ All safety surfacing options meet ASTM standards for impact attenuation and accessibility.
- Upon completion, your playground will be inspected by one of our Certified Playground Safety Inspectors.

Service

- ◆ Our staff provides unsurpassed personal attention and guidance, with unlimited telephone and email support throughout the life of your project.



Above: Millenium Park, a fully inclusive and accessible playground in Lake Charles, Louisiana.

- ★ We provide extensive maintenance information and a Long-Term Care Guide.
- ★ We offer web-based project management, planning tools and email updates.



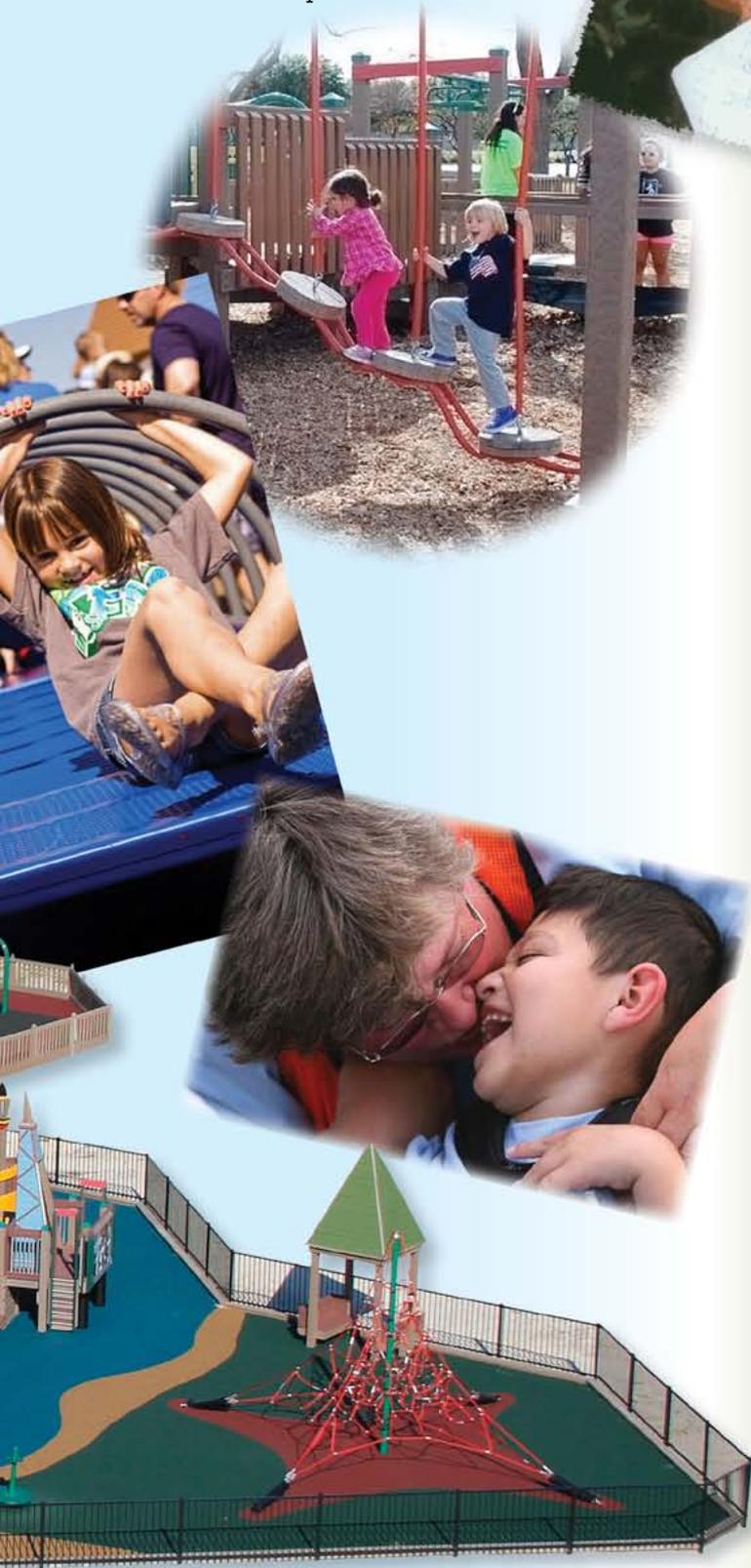
The History of Leathers & Associates

In 1971, a group of parents asked architect Bob Leathers to help design and build a playground for his kids' elementary school.

Bob imagined a playground based on the dreams of the children. He interviewed the students, gathered their ideas and incorporated them into his first custom-designed, community-built playground.

It was the beginning of a whole new kind of playground. 40 years later, Leathers & Associates has designed more than 3,000 playgrounds throughout all 50 states and 7 other countries and changed the very nature of playground design.

Marc Leathers, Bob's son, began working at the firm as a teenager. He now owns Leathers & Associates. Under Marc's leadership, L&A continues its tradition of creating kid-designed, custom-built structures that bring communities together and redefine the idea of what a playground can be.





A wide range of build options

Community Build

Simply put, community build projects build community! As towns across the country will testify, the experience offers a rare opportunity for individuals to join with their neighbors and give back to their community, resulting in a beautifully constructed, unique expression of shared pride.

- ✳ People of all ages are involved in designing and building.
- ✳ The community gains a sense of accomplishment and ownership.
- ✳ Talented local artists and craftspeople contribute unique designs and elements.
- ✳ The commercial value of the playground is two to three times its cost.
- ✳ We have over 40 years of experience coordinating the efforts of hundreds of skilled and unskilled people at one time.

Built by Leathers

A team of Leathers & Associates construction experts build your playground start to finish, sometimes assisted by local construction workers.

Contractor Build

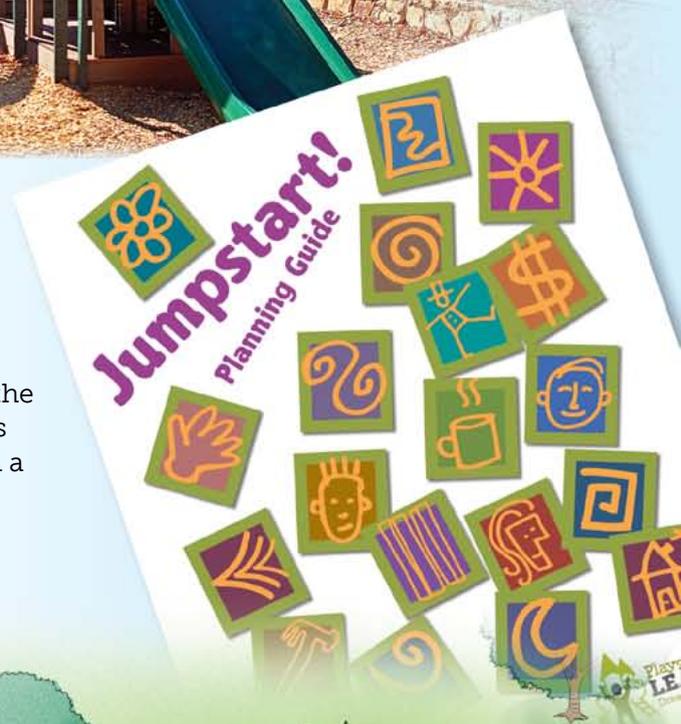
We can guide a group of local contractors in much the same way we guide volunteers.

Combination Build

You can build with Leathers experts or contractors and still include volunteers from the community for some aspects. The members of your community still gain a sense of accomplishment and inclusion.

Whatever type of build you choose, Leathers will create a custom design and provide a "turn-key" playground that is complete and ready to play on!

Artist's concept of Litchfield Community Playground, which was voted "Best Playground in Minnesota" 3 weeks after it opened.





Getting **STARTED**...

When you're planning a new playground, there's lots to think about. We've got over 40 years of experience creating all types and sizes of playgrounds, and we can help!

As soon as you contact us, we'll send you a **Jumpstart! Planning Guide** to help you begin the process. It provides the information you need to get off on the right foot.

Once your project is confirmed, we'll send you our comprehensive **Playground Planning Guide**, as well as digital tools for budgeting, fundraising, and timelines. The Planning Guide includes details on the coordinators you'll need to recruit for your particular project. We'll list the things we need from you, such as surveys and photos. And if you're planning to have a Design Day, we'll work with you to set it up.

The Playground Site

You'll want to select one or more possible sites and get any necessary local approvals. We can help you evaluate your options.

The Steering Committee

Whatever type of build you choose, you'll need a core group headed by a general coordinator to review designs, obtain approvals, etc. If you need to raise funds or are doing a community build, you'll need additional members.

Design Day

On Design Day, one of our designers comes to your community, interviews the kids, collects their drawings and ideas, then creates a preliminary schematic design to share with the public that evening! It's a great way to generate enthusiasm and publicity, begin fundraising and develop a playground which captures the essence of your community. A Design Day checklist and request form are located in the folder on the last page of this brochure.

Got Questions?

Every project is different and we know you'll want to ask questions before you make a commitment. Give us a call or contact us through our web site.



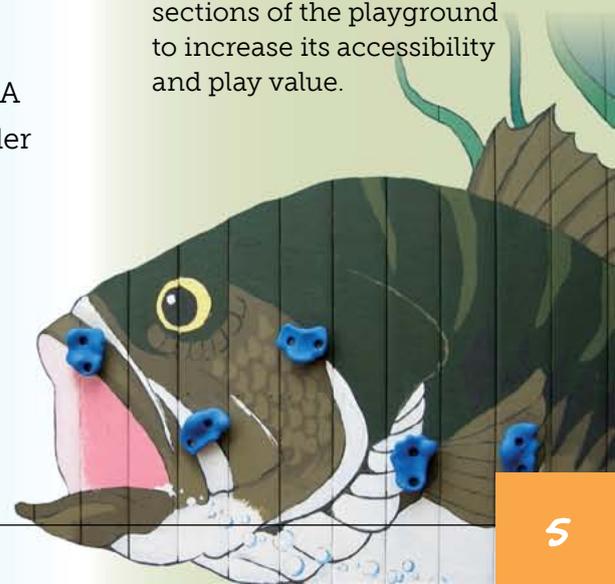
2nd Generation Projects

Many communities that built a Leathers playground 20–25 years ago are asking us to design them a new, modern playground. Volunteers are often adults who were children when the original playground was built, and who want the same experience for their own kids. Over the years, materials, safety standards and accessibility guidelines have changed, but our custom-designed process remains the same.

Renovation

Another option for many older Leathers playgrounds is renovation. We can evaluate your needs, and replace decking, railings, and play components with modern materials. We can even redesign and rebuild sections of the playground to increase its accessibility and play value.

grounds by
LEATHERS
in multi-play



DESIGN Day...



Spider web climber
"Crazy Land"
Ramps all over
Cars and Trucks to play in
Rainbow bridge
Twisty slide
Slide down turtles
Slide that goes through whole playground with windows to peek at friends
Sprinklers
Underground tunnel park
Kaleidoscope
Water slide

Most communities kick off their project with a Design Day! It's a fun-filled event that energizes children and adults and creates excitement for your project. One of our designers will visit your community for a series of face-to-face meetings and creative planning and drawing sessions. Community members of all ages share their visions with the designer, who creates a schematic drawing that is uniquely yours.

The Committee Meeting

The night before Design Day, the designer will meet with your Steering Committee. It's a chance to discuss the project, ask questions and learn how our design and build process works. Committees will be reviewed, along with the tools we provide to guide you through our process.

Kids' Drawings

Local school children create drawings of their dream playgrounds. These are shared with the designer, then displayed at the evening celebration.

The Site Visit

Design Day usually begins with a visit to your playground site. The designer will look at site conditions and discuss considerations for the build.

Interviewing the Kids

After the site visit, the designer will spend several hours visiting schools and holding brainstorming sessions in the classrooms. The kids contribute their ideas and become the playground's designers!



...the most fun you can fit into 24 hours!

Creating the Design

The designer spends the afternoon creating a schematic design – a rough draft of your playground which incorporates as many of the community's ideas as possible.

Community Celebration

Design Day concludes with a community-wide celebration, where we'll unveil a schematic plan of the playground that the children have helped design. It's your first chance to really get people involved! You can invite key people from the media and the community, kick off your fundraising and begin collecting names of volunteers too! The celebration generates enthusiasm and support; members of your community will leave with a vision of what they're working toward, ready to make the project a success.

Flower table with
foadstool chairs

Monster Truck

Pineapple Club House

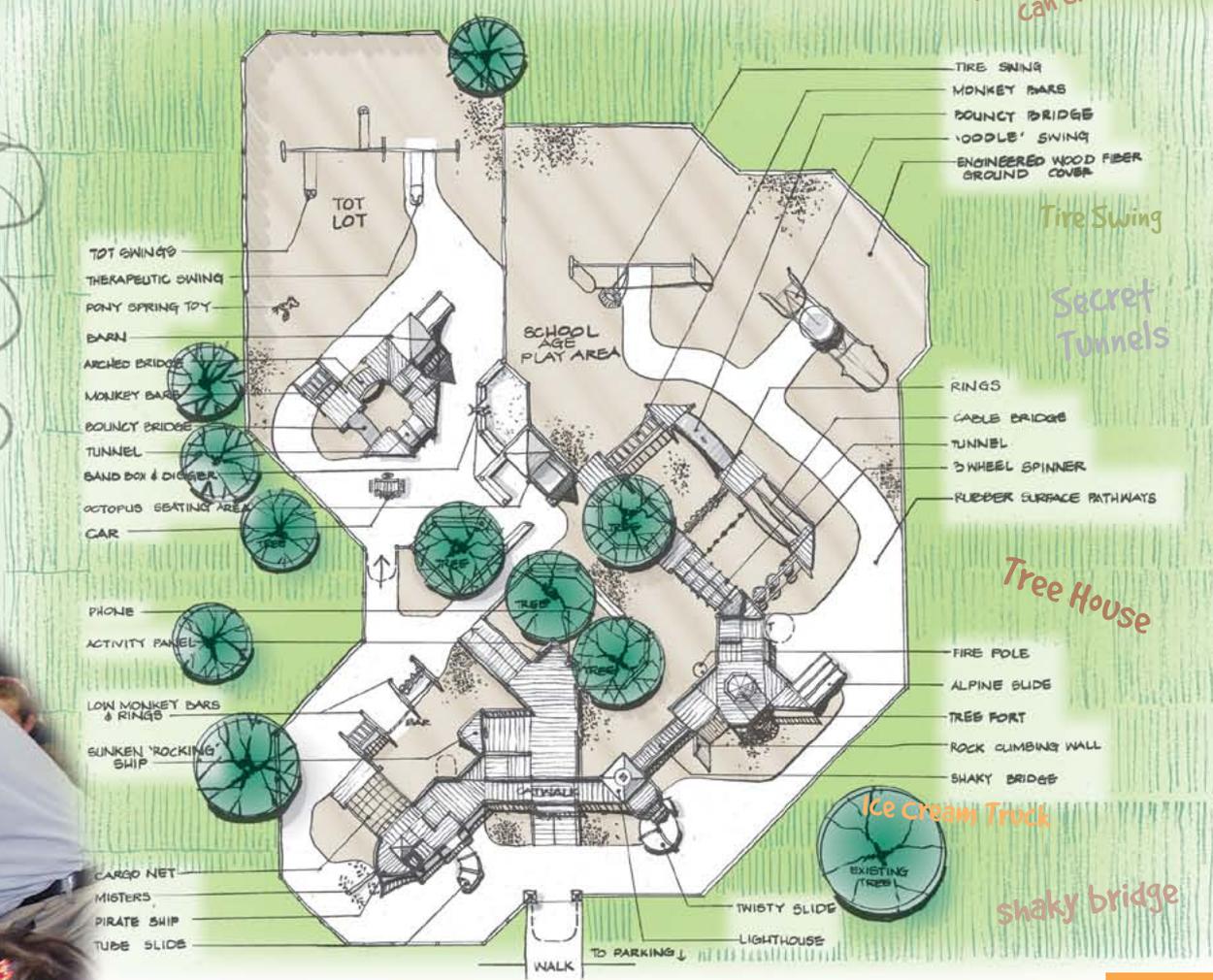
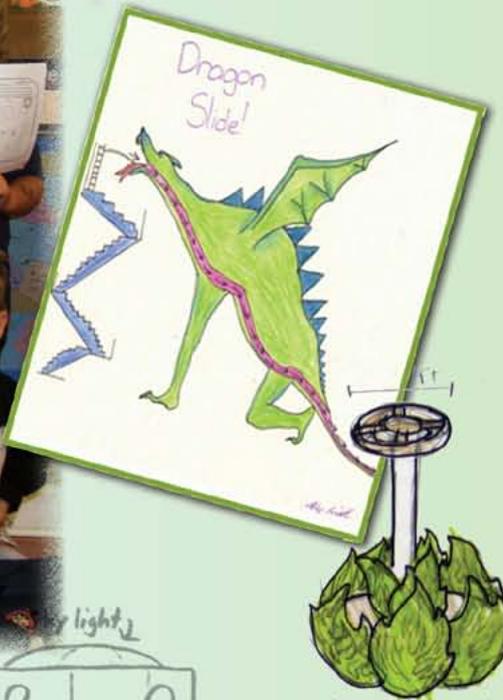
Castle with
Rapunzle Rope Climb

Pirate Ship with
slides from port holes

Quiet spaces

Dinosaur Rock
Climbing Wall

Rainbows that you
can climb on



Accessible, Inclusive Play

Playgrounds for kids of all abilities.

All of our designs meet and exceed ASTM and ADA guidelines, and have for years. Our designs allow for unsurpassed freedom and solutions for your community's unique requirements.

Our construction system is uniquely adaptable to a broad range of design strategies. We integrate inclusive elements throughout the structure to encourage shoulder-to-shoulder play between children of all abilities.

Our fully accessible, inclusive playgrounds have received widespread recognition across the country, even being featured as a float in the Rose Bowl parade. But the most important acclaim our playgrounds achieve comes from the smiles of the kids who play on them and the appreciation of their parents and caregivers.

We encourage committees to network with and receive input from the caregivers of special-needs kids in their community, so that we can develop a playground that meets your local needs.



Regular playgrounds didn't work for kids with orthopedic disabilities. Possibility Place was the answer.

KIM LOPER,
about Possibility Place,
an inclusive,
100% accessible
playground
in Harrisburg,
Pennsylvania



DESIGN and Planning...

work with my daughter's
Accessibility Place is a godsend. //



Among our many inclusive play options: accessible slides, ships and vehicles with rocking or swinging platforms, low rings and ladders, misters, therapeutic swings, 4 seater see-saws.

Next steps

Shortly after Design Day, we'll be sending you:

- A digital copy of your **finished schematic**.
- A **spreadsheet** listing the materials you will need to build the playground, along with an estimate of quantities and costs.
- A list of the **components and special features** (slides, treehouses, etc.) that are included in the schematic, as well as suggested levels of sponsorship for each item. (Component sales are one of your most effective fundraising tools!)
- A **proposal** outlining the parameters of your project, our involvement, and a fee schedule.
- **Playground planning** tools and guides.

Your Project Manager & Finished Design

We will also assign you a project manager. He or she will be familiar with every aspect of your project and serve as your primary contact in our office. Once we have your feedback on the schematic design, we will begin developing your finished playground design and construction drawings.

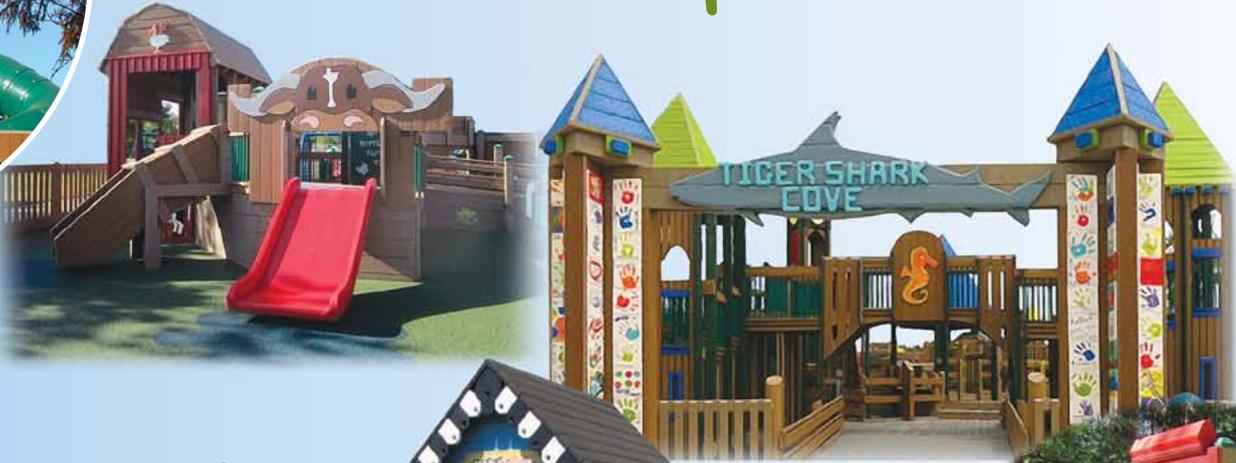
Between Design Day and Organization Day, you'll be involved with the public relations, fundraising and volunteer recruitment specific to your project's needs. You'll find it useful to speak regularly with your project manager.

organization Day

Two to three months before you begin construction, a Leathers representative will visit your community, review your progress and help you map out the last weeks before construction. They'll visit the site, lay out a site plan, confer with committee members, discuss the final design, and go over all schedules, plans and construction details.



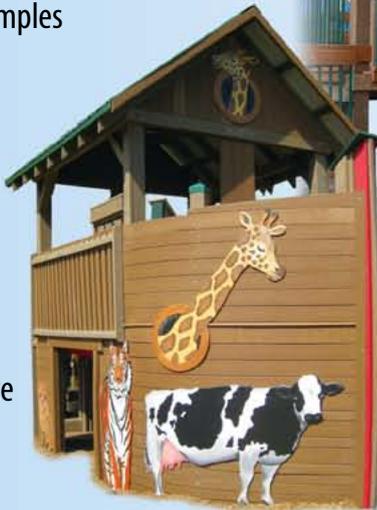
A World of Custom DETAILS



Specialized Components

We've worked with zoos, science centers, public and private schools, state and national parks to create playgrounds that entertain and teach children while they play.

Playgrounds can feature natural, cultural, musical or history components and themes. Science, math and language elements are also possible. Examples of educational components we've designed include echo tubes, dinosaur digs, periscopes and sun dials. Many projects include historic storefronts or elements that reflect the area's industry (boating, railroads, airplanes, agriculture). Churches have chosen themes based on Bible stories. We can also incorporate waterplay and shade structures.



BUILDING Your Playground

All playgrounds by Leathers are custom-built on site. Our process gives your playground the unique, one-of-a-kind touches that manufactured playgrounds just can't match.

About Community Builds

Leathers offers a range of construction options, but the community build is near and dear to our hearts. It's an experience people never forget! Hundreds of volunteers of all ages and skill levels work side by side, transforming an empty patch of ground into something magnificent – your own community-designed, volunteer-built playground!

Leathers construction consultants, along with volunteer construction captains, oversee quality and safety. Community members participate as their schedules permit, working anywhere from a few hours to all five (or more) days. Meals are provided to keep your volunteers happy, and childcare insures that parents can participate.

On the final day of construction, your community and its children will celebrate with a grand opening party! There will be hugging, cheering, laughing and probably a few tears. Your newly-opened custom playground will belong to every member of the community in a way that nothing else can.

Professional mosaic artist and teacher Laurel True leads a project at the Sycamore Park build in Mill Valley, CA.



Local Artists and Craftspeople

We often collaborate with local artists, tradespeople, and community professionals. Their involvement can help your project reflect the local history, culture and ambiance of the community. Murals, appliques, mosaics, sculptures and historical elements can be incorporated.



Planning your BUDGET



Medium sized playground sample



The budget for your project includes the cost of materials and equipment, plus professional fees for our design and project management services. There are also labor costs if you are building with contractors. For community builds, materials (many of which can be donated) will be your biggest cost.

Your budget should be based on your community's design requirements, as well as its ability to raise funds and obtain donated materials. We assist committees with budget planning

from start to finish. Our planning tool includes a budgeting component to assist you in creating and updating your budget and fundraising plans.

Medium-to-large playground sample





Pocket parks

Small and backyard playground samples



Key factors of your budget include:

- ✳ The overall scope of the project
- ✳ Choice of materials and components
- ✳ Type of safety surfacing (loose fill or unitary)
- ✳ Type of build (all-volunteer, contractor, or combo)

We can design a playground to fit almost any site and budget. Call us for more information on budgeting and sample pricing.

Large playground sample with superstructure



What am I getting?

When comparing a Leathers playground with manufactured equipment, keep in mind that our budget includes everything to complete the playground structure.

- ✳ Ground cover
- ✳ Swings
- ✳ Fencing or perimeter
- ✳ Play components for toddlers and school-aged children
- ✳ Custom designs that meet all safety and accessibility standards and guidelines
- ✳ Project management
- ✳ Construction supervision and direction
- ✳ Inspection by a Certified Playground Safety Inspector



Small-to-medium
playground sample

“I am the parent

of a 20 year old who has cerebral palsy. I am so excited to finally see a park in our area for children with special needs. My daughter will now be able to go and play in the park with her young cousins and eventually her children.”

— Mandy Lebow, proud mama and Development Director
at Sacred Heart School

Large, fully-inclusive
playground sample





Frequently Asked Questions

How big does our site need to be?

The size depends on the scope of your project and ranges from about 1,200 square feet (30' x 40') to 20,000 square feet (100' x 200'). The average is about 10,000 square feet. We can design a play structure to fit almost any site. If you have questions about your proposed location, please call.

How long does a project take?

It depends on the needs of the community. Community-built projects tend to take 6 months to a year from Design Day to construction, with some longer or shorter timelines. We can track a project in as little as 2–3 months.

What factors influence the cost of a playground?

Factors include the size of your project, the type of build, the choice of loose fill or unitary surfacing, and the kinds of play equipment. The biggest cost is typically materials, many of which can be donated. We work hard to give you the best custom playground possible for your budget! Call for more info.

Are donations to the playground tax deductible?

We recommend that projects umbrella under a pre-existing community nonprofit or, if necessary, obtain independent 501(c)3 status, so that all donations are tax-deductible.

Do you use “green” materials?

Our playgrounds are built with structural and composite lumber made from recycled plastics. In addition to being as green as possible,

these products offer low maintenance and excellent longevity. On request, we can use environmentally-friendly pressure-treated lumber for structural members and pavilions.

Why consider community-built?

The benefits go well beyond the enormous cost savings. The experience offers a rare opportunity for individuals to give something back to their community, resulting in a beautifully crafted, unique expression of shared pride.

What are my other build options?

We can use our own LA team, work with contractors or work with a combination of contractors and volunteers. Call us; we'll discuss your needs and how best to meet them.

How many volunteers do I need for a community build?

It varies, based on the size of your playground project. Average size projects tend to involve around 75–80 volunteers on-site throughout the build. Smaller projects can require substantially fewer.

How long does a build take?

Again, it varies based on size and process. A good rule of thumb is 3 days for a small playground, 5–6 days for an average-sized one, and 6–8 days for large, all-inclusive projects.

Can a volunteer-built project be safe and professional?

Leathers has been organizing builds for over 40 years. Our system is safe and volunteer-friendly. Our designers, project managers, and

construction consultants are all well-versed in the community build process and are Certified Playground Safety Inspectors. All our playgrounds are designed and constructed to meet CPSC and ASTM safety standards and guidelines as well as ADA requirements.

How long will the playground last?

With today's materials and proper maintenance, Leathers playgrounds can easily last 30 years or more.

How much maintenance is needed?

The recycled plastic lumber and play components that we use now are much lower-maintenance than the products of the past, but all playgrounds require maintenance. Safety surfacing is usually the largest and most important undertaking. We offer a variety of services to guide and assist you.

What about visibility?

We design and choose materials with open sightlines and good visibility in mind. Call or visit our website to see examples of modern, high-visibility playground designs.

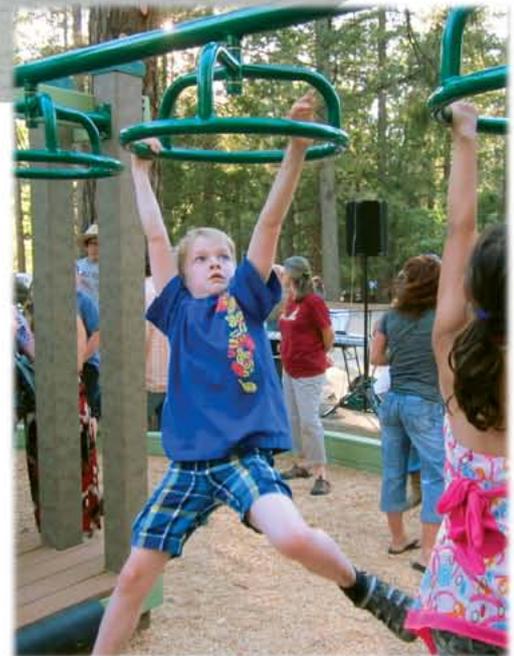


Long-Term CARE

We'll help you build a rugged, well-crafted structure using the best materials and methods available. Caring for your playground properly means that children in your community could still be playing on it 30+ years from now.

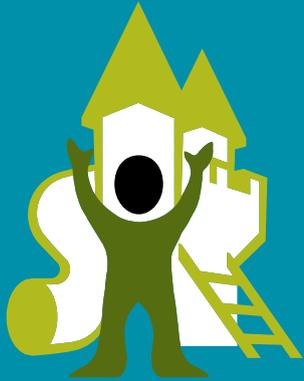
As you maintain your playground, we are always available to help with your questions or concerns. Here's what you can expect from us:

- ✳ A **Long-Term Care Guide** with checklists, inspection charts, education and safety suggestions, forms, material specifications, and supplier contact information.
- ✳ Unlimited phone and email support to answer your questions and talk you through maintenance or repairs. Don't ever hesitate to call!
- ✳ A newsletter that includes helpful maintenance reminders and information.
- ✳ Web-based project support and web page updates on safety, materials and long-term care at www.leathersassociates.com.
- ✳ Optional (fee-based) safety audit/maintenance inspections.
- ✳ Renovations, retrofits, accessibility upgrades and additions.



call or write for DVD!





Leathers & Associates

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Agenda Item 8

Newcome Beach – Deck Addition

Background Information:

The City has traditionally provided Lake Michigan Beach Access at 725 North Shore Drive. This beach access is located in a 30 foot wide unimproved road right-of-way. The road right-of-way is also utilized by the two adjacent properties at 721 and 729 North Shore Drive. These parcels utilize a shared gravel driveway located on City property.

At the top of the Lake Michigan bluff, the City has constructed an overlook deck and wood stairs to enhance the access to the beach. A donor would like to sponsor an addition to the overlook deck with an estimated cost of \$6,000. The proposed addition to the deck would extend to the south of the existing structure by a width of approximately 6 feet. The setback to the south property line would be approximately 5 feet.

Over the past several years, the City has been seeking outside funding sources for reconstruction of North Shore Drive. The segment of roadway near Newcome Beach was last reconstructed in 1928. The storm sewers in North Shore Drive were installed during the 1928 reconstruction project. These storm sewers drain to Lake Michigan via a storm sewer pipe located in the unimproved road right-of-way of Newcome Street. The Engineering Department has reviewed the age and the size of the storm sewer outlet and determined that it will be necessary to reconstruct the storm sewer pipe located in the Newcome Street road right-of-way. It appears that the existing deck and stairs were constructed above the storm sewer pipe. In order to replace the pipe, the existing deck and stairs will need to be removed and replaced. If the deck is enlarged at this time, the cost of the North Shore Drive project will be increased because the size of the deck structure will be larger.

The North Shore Drive reconstruction project is currently scheduled for 2018. However, the project may be accelerated into 2016 if the City is awarded Transportation Economic Development Funds by the Michigan Department of Transportation. The Engineering Department recommends that no further improvements be made in the Newcome Street road right-of-way (including the overlook deck) until the storm sewer is replaced. If the City desires to accept a donation at this time, the storm sewer should be replaced prior to making additions to the deck. Constructing the storm sewer improvements in the Newcome Street road right-of-way as a standalone project is estimated to cost \$50,000-75,000.

Recommendation:

Parks Commission should review the proposed expansion of the deck at the Newcome Beach overlook. Commissioners should take into consideration the need for storm sewer improvements in the near future that will require complete removal and replacement of the deck

and stairs constructed in the road right-of-way. If they desire to accept the donation, they should make the necessary recommendation to City Council. Planning Commission approval of the project will also be necessary.

Attachments:

Memorandum from Paul VandenBosch
Newcome Beach Map
Proposed Deck Addition

October 8, 2014

TO: Brian Dissette

FR: Paul VandenBosch

RE: Newcome Beach Deck Addition

The City was approached by a donor who would like to sponsor a deck addition at Newcome Beach as a memorial to a loved one. The estimated cost for this addition is \$6,000.

As shown in the attached concept drawings, the addition would extend the current walkway at the top of the slope six feet to the south, to within about 5 feet from the right of way line (property line). The additional area would allow room to stand and view the Lake.

The City Engineer has noted that a storm sewer is planned for reconstruction under the existing stairway location. Addition of a deck at this time may cause addition restoration cost to the storm drain project.

Newcome Beach Access



2011 Aerial

ABONMARCHÉ
 Confidence By Design

Engineering
 Architecture
 Land Surveying
 Surveying
 Community Planning
 Landscape Architecture
 Remediation Services

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 Benton Harbor, MI, 49023
 T 269.927.2295
 F 269.927.1017

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PROJECT:
 NEWCOME STREET RIGHT OF WAY
 SUPERVISOR'S PLOT OF
 NORTH SHORE ADDITION TO
 SOUTH HAVEN, MICHIGAN

SHEET TITLE:
 PROPOSED SITE IMPROVEMENTS

DRAWN BY:
 MGR/KB/AC

DESIGNED BY:

PM REVIEW:

QA/QC REVIEW:
 MGR

DATE:
 SEPT 2014

SEAL:

SIGNATURE:

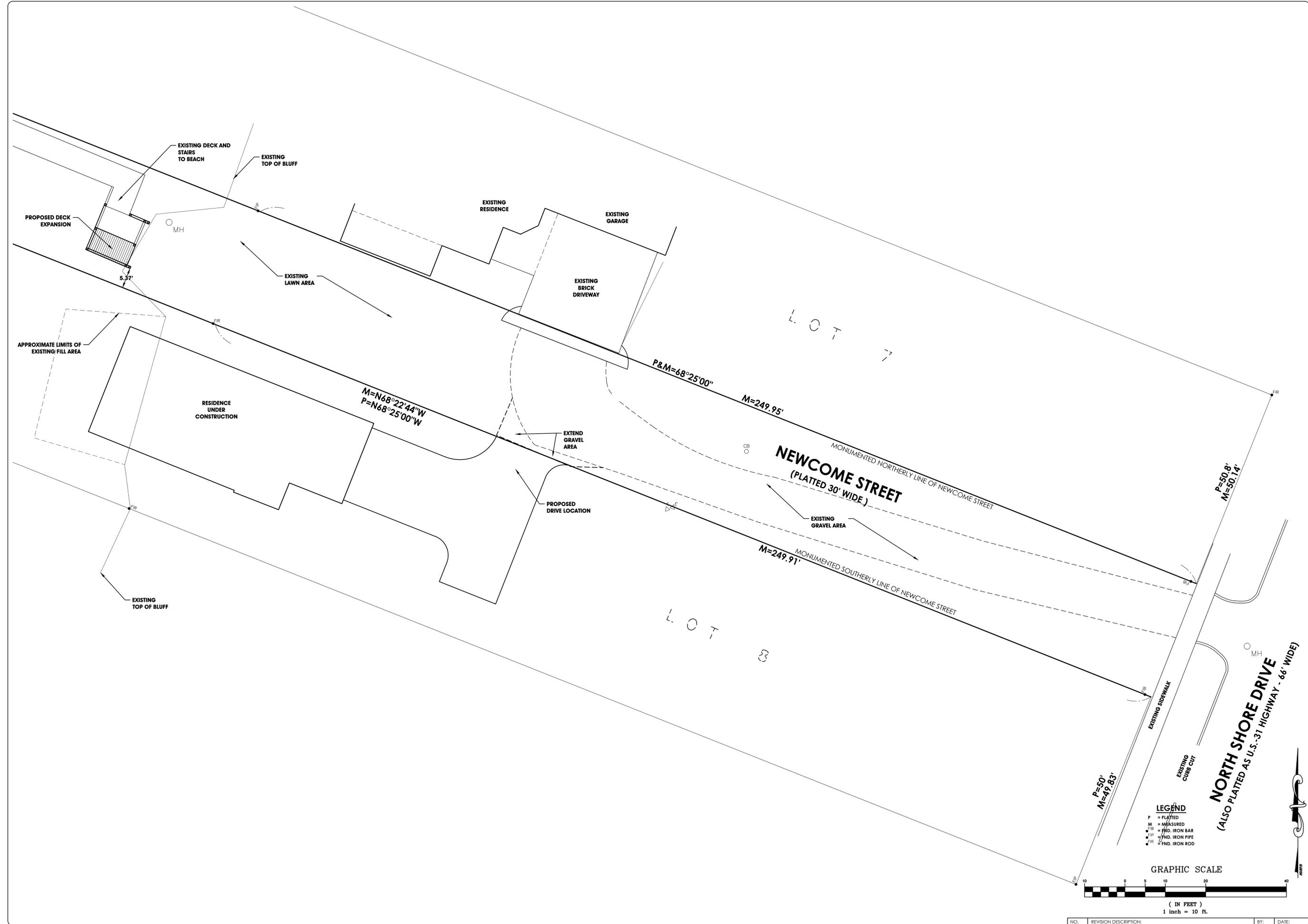
DATE:

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SHEET NO.



NO.	REVISION DESCRIPTION:	BY:	DATE: