

Parks Commission

Regular Meeting Agenda

Tuesday, April 22, 2014
6:00 p.m., Council Chambers



1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes for the Record – January 14, 2014
5. Public Comments and Inquiries Concerning Items not on the Agenda

NEW BUSINESS

6. Commission will be presented an update on Parks and Recreation Department staffing and responsibilities.
7. Commission will be presented an update on upcoming Park Improvement Projects.
8. Commissioner Comments
9. Adjourn

RESPECTFULLY SUBMITTED,



Larry Halberstadt, PE, City Engineer
Acting Public Works Director

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Parks Commission

Regular Meeting Minutes

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



City of South Haven

1. Call to Order by Reinert at 6:00 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 agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – October 8, 2013

Motion by Fitzgibbon, second by Toneman to approve the October 8, 2013 regular meeting minutes as written.

All in favor. Motion carried.

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

None at this time.

6. Dog Park

Joan Hiddema, 212 Monroe Street. Summarized their request and stated that dog parks have become very popular in many cities. Their volunteer group has had a dog park on leased land since 2012. The group has done the things necessary to qualify for grants; we have the organization, 501(3) c status, a board, volunteers, etc. The piece that has been a stumbling block is the fact that we are located on privately owned leased land. The request is for support from the city to help us find a place to locate the dog park so it can be a municipal park for the purpose of applying for grants. Hiddema has learned that there are people who use a dog park because they can no longer walk their dog. According to research, there has been a thirty-four percent (34%) increase in the past five years in the building of dog parks in cities. More households now have dogs than children. A dog park

becomes a small community, a social outlet. Hiddema stated that liability insurance is the group's largest single expense.

Moore asked what exactly the group is looking for to which Hiddema stated her wish list would be three (3) acres, a perimeter fence and water. Hiddema is also confident that she could raise the money for some of the amenities. Spoke with the city manager and he said that now is the time to ask.

Gildea outlined the way the budget and priority setting process works and noted that if the commission would support having a dog park as a municipal park, location aside, now is a good time to let council know that. The commission needs to decide if there is a benefit to the city to have a dog park.

Reinert asked what permanent fixtures there are in a dog park to which Hiddema responded that the fence is the main one. Reinert asked about a lease and Hiddema reiterated that entities that award grants want the property the dog park is on to be owned and permanent.

Moore asked what the cost would be to the city. Hiddema said the current membership dues are twenty-five dollars (\$25.00). Gildea noted that county and other municipal parks that she is aware of that have dog parks do charge. Hiddema said it is usually a fee to ensure that dogs have licenses. In response to questions, Gildea noted that checking that would come back on the city.

Moore said he would be in favor of it, there would be start-up costs, but cannot see any downsides. Hiddema said we would like to be somewhere that the dogs would not disturb others, noting that their current location is ideal since there are not a lot of residential properties nearby and because Al-Van is a no-kill shelter, they use the park, too. However, Hiddema pointed out that the current property is valuable industrial property which could eventually be used to expand the Do-It business.

Toneman said location would be a great part of it, as well as parking, water, etc.

Fitzgibbon noted that when she started on the Parks Commission in 2003 a dog park was something wanted then. Liability was a factor in not moving forward. We would like to see some things at the SHARP Park, such as the dog park, soccer fields, and other things but the Casco Township Planning Commission wants to see a plan for a completed park; they want it all to happen at once.

Discussion ensued regarding the old dump site by Meijer's.

There was discussion regarding the skate park group working with the city; the skate park supporters raised the money, got the equipment, etc. which is the same as the dog park group would be doing for the dog park. While it is not thought that City Council would not want a dog park, but finding three (3) acres in the city is a problem. SHARA (South Haven Area Regional Authority) was formed to have oversight of SHARP Park.

Hiddema just wants the Parks Commission to perhaps speak to City Council, noted there are volunteers available to help with maintenance and perhaps even installing the fence. Hiddema pointed out that volunteers installed the existing fence at the Do-It site.

Fitzgibbon said finding and securing the land will be the biggest problem.

Reinert asked how long their lease is to which Hiddema responded that their lease goes through 2015.

Moore suggested speaking to someone at South Haven Township regarding a particular property. Fitzgibbon noted that the piece Moore is speaking about was purchased as a possible alternative site for the sewer plant.

Reinert said perhaps you should look into the options of leases. Hiddema agreed that leasing from a municipality is better than leasing from a private individual from the viewpoint of applying for grants.

Toneman suggested combining the dog park and the disc golf so they could share the parking, etc.

Reinert agreed that is a good idea. Hiddema agreed that leasing from the township could work well for both. Neither would be permanent.

Hiddema said people come from Bangor so dog parks pull from around the city to the dog park. Gildea noted that the property they are talking about by Maple Grove will eventually be a city dump.

Hiddema would like to see the Parks Commission support the idea. Fitzgibbon asked whether a motion was needed to which Gildea responded, "You could make a motion of support but if the board is in agreement, there does not have to be a motion."

Reinert noted that the Parks Commission agreed that they are in favor of the idea of a dog park and would like to support it once some property has been secured.

7. a. City Park "Kids Corner" Name Change Request

Michael Ross, St. Joseph Street. Stated that his mother was born here as Marilyn Park in 1930 and lived and died here. Park's parents lived here long before that. Requests this action because while he knew of the Carnegie medal since he was a child, he was not aware of its significance. When his mother passed away, his father had the medal at the funeral and Ross realized it was something special. He recently retired from the military and lives on St. Joseph Street near the Kids Corner Park. Noted that he has not seen a sign there proclaiming the name of the park.

Discussion ensued regarding the name of the park. Gildea noted that the park was named for the person who purchased the original land grant in what became South Haven. Ross noted that Monroe Boulevard and Monroe Street border the park. It was clarified that the park's name is Monroe Park and the wooden structure was built in the 1970s and called Kids' Corner. Gildea noted her intention of installing a sign that says "Kid's Corner at Monroe Park."

Ross has been in contact with the Goodwillie's who lived here for many years and told him about this event from their perspective. Ross noted that it is important to him when he thinks of his daughter and granddaughter who live in Grand Rapids. He has noted that not many places honor women. Stanley Johnson Park is a nice park, Ross indicated he had walked in it, he does not know who it is named for but it must be someone that did something noteworthy. Ross pointed out that when people drive by, whether they know what he did or not, they know that he did something significant. If people went by the park and it was named for his mother, they would see her name and it would indicate that the City of South Haven honors women as well as men.

Moore asked about the questions in the staff report to which Gildea noted that she put the questions there to help with discussion.

Reinert thanked Ross for coming in with his request and noted that these questions have to be answered because they are all valid. Reinert asked, "If we start changing the name of existing parks, what will stop that from becoming a trend?"

Ross asked if anyone else has ever asked to change the name of the park. Gildea said not that she knows of but her experience has been that once people see something like that happen, people will come out of the woodwork with similar requests. Reinert and Moore pointed out that there are options already in place in the city for memorials for loved ones.

Reinert asked whether Ross has any other options in mind. Dissette called him and told him about the bench program. Ross explained that he was not sure whether the bench was an actual bench or what.

Moore asked whether the Van Buren Overlook is named for someone. Gildea said Joyce Thompson paid to have the overlook put there in honor of her daughter, and there are three (3) memorial park benches there. Thompson also maintains the gardens at that site.

Ross asked about the property along the Monroe Boulevard bluff which the city recently acquired. There was discussion regarding whether improvements were going to be made in that area and whether memorial benches could be located there.

After further discussion, both Toneman and Reinert proposed that Ross should work with Gildea and determine the best place to install a memorial bench. Reinert said she enjoys looking at the benches and reading the memorial plaques; noted that the nice part of the memorial benches is that people actually use them. It is a good way to handle memorials, Reinert believes.

Motion by Fitzgibbon, second by Moore that the commission does not recommend renaming a park but that Michael Ross, the applicant, work with Gildea to determine the best way to honor his mother.

All in favor. Motion carried.

Gildea will contact Ross in March and they can work together to determine a good spot for a memorial bench.

7. b. Commissioner Comments

Moore. Said in the last few days he has observed people out on the ice floes by the piers. Fitzgibbon suggested we put a notice on the website. Gildea will look into seeing if the city could put out a press release.

Toneman. Was glad to hear talk about the skate park; very happy with how it turned out but does want to address the idea of shade for the park. Gildea said once she gets back in March will set up a meeting with the skate park group. Reinert suggested some benches and picnic tables for observers, outside the fence, away from the area where kids are skating...

8. Adjourn

Motion by Toneman, second by Fitzgibbon to adjourn at 6:56 p. m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



Agenda Item 6

Parks and Recreation Department
Staffing Update

Background Information:

After serving the City of South Haven since 2005, Brandy Gildea has accepted a position with the Allegan County Parks Department.

Following is the general distribution of the City of South Haven Parks Department duties:

Park Operations – will be coordinated by **Ron Dotson**

Special Events – requests, forms, and approvals will be coordinated by **Jeannine Blair**

Special Events – operations such as cones/barricades, street cleaning, extra staff, Police Department will be coordinated by **Ron Dotson**

Beach/Park Usage – scheduling of weddings, birthday parties, family gatherings will coordinated by **Jeannine Blair**

Summer Riverfront Concert Series – will be coordinated by **Jeannine Blair**

Memorial Bench Program – will be coordinated by **Ryan Bosscher**

Beach Safety Program – will be incorporated into the beach flag contract with SHAES beginning May 15th. Parks Department staff will perform the life ring, throw bag, and buoy inspections from April 15th to May 15th.

Parks Commission – will be coordinated by **Larry Halberstadt** (on temporary assignment for Roger Huff)

Committee Groups – Disc Golf and Skate Park Committees will be coordinated by **Larry Halberstadt** (on temporary assignment for Roger Huff) with assistance from **Ron Dotson**

Contact information on the City's Parks and Recreation webpages has been changed to the DPW email address and phone number. Contact information on the Special Events, Beach Weddings and Riverfront Concert Series webpages has been changed to a new parks@south-haven.com email address and Jeannine Blair. Contact information on the Parks Commission webpage has been changed to Roger Huff.

When possible, general inquires to the DPW phone and email will be handled through the existing Department of Public Works work order system.

Contact information follows:

Roger Huff
Director
(269) 637-0719
rhuff@south-haven.com

Larry Halberstadt
City Engineer/Acting Director
(269) 637-0770
lhalberstadt@south-haven.com

Ron Dotson
Operations Manager
(269) 637-0730
rdotson@south-haven.com

Jeannine Blair
Special Events Coordinator and DPW Administrative Assistant
(269) 637-0772
parks@south-haven.com

Ryan Bosscher
GIS Technician/Planner
(269) 637-0755
rbosscher@south-haven.com

Department of Public Works
(269) 637-0737
DPW@south-haven.com



Agenda Item 7

Park Improvements - Project Updates

Background Information:

Over the next few months, staff will begin or continue work on the following projects. During project development, staff will be seeking input from the Parks Commission on the proposed improvements. Some of these projects have been discussed with the Parks Commission in the past.

Dyckman Avenue Beach Access

This project will include construction of a new entrance driveway at the parking lot for the Dyckman Avenue Beach Access. The existing driveway is narrow and does not permit two-way traffic. The proposed driveway will be wider and align with the driving aisle in the parking lot. In addition, the chain link fence and gate will be removed, the street sidewalk will be replaced, the sign will be relocated, and new landscaping will be installed.

The engineering department is currently working on plans for reconstruction and resurfacing of Dyckman Avenue, which is scheduled to begin in fall of 2014. Staff will review the scope of work required for the Dyckman Beach Access and determine if the work should be bid separately or included in the street reconstruction contract.

It is anticipated that the engineering department will be able to assist with development of the driveway plans. We will also be engaging a landscape architect to assist with developing a planting plan for the entrance area. A complete plan, showing the driveway and landscape improvements will be provided for review of the Parks Commission prior to beginning the work.

HarborWalk

Recently, staff has fielded a number of complaints related to the segment of the HarborWalk on the north side of the river between North Shore Drive and Black River Street. This segment of the HarborWalk is only five feet wide and lies within an easement granted to the City. Due to the narrowness of the pathway and lack of signage, it is difficult for visitors to navigate this segment of the HarborWalk.

Improvements will focus on ensuring that the HarborWalk remains usable along its existing route. The pavement surfaces will be inspected to ensure safety of the public and landscaping or obstructions adjacent to the path will be trimmed or removed as necessary. Improvements will include improved signage and may potentially include additional pavement striping or colorizing to clarify the actual pathway location.

It is anticipated that a plan will be developed for review of the Parks Commission at an upcoming meeting.

Black River Park Development

This project involves redevelopment of the former Street Department Garage property along Dunkley Avenue. Portions of this site have been added to the park system by Council. Over the past several years, staff has worked with Abonmarche to develop a preliminary plan and seek grant funding for development of this site. To date we have not been able to secure outside funding. As a result, it is our desire to revise the plan to enable the City to develop the park in phases as local funding becomes available.

The revised plan may include elements such as reuse of the former building slab as a parking area, installation of the Gazebo that was formerly located in Dyckman Park, and construction of the pedestrian bridge across the Celery Pond creek using volunteer labor. The new plan will be tailored to ensure that work can be completed in an economical manner. Staff will be seeking the input of the Parks Commission during development of the plan.

Elkenburg Park, Phase II

At their April 7 meeting, Council reviewed bids and quotations for additional equipment to be installed at Elkenburg Park. This work has been requested by park stakeholders and can be completed utilizing the balance of the Natural Resources Trust Fund grant. The work includes a new playground to be installed via a community build, a security camera system, trash receptacles, bleachers, a new park sign, player benches, and a new bike rack. Abonmarche will be working with City staff and the park stakeholders to install the additional equipment as soon feasible. Additional information can be found in the April 7 City Council Agenda Packet located at:

http://south-haven.com/pages/city_council/agendas/04-07-2014_Council_Agenda1.pdf.

Attachments

General Location Map
Dyckman Avenue Beach Access Aerial View
HarborWalk Map
HarborWalk Easements
Former Street Garage Property Aerial View
Black River Park Expansion – Conceptual Drawing
Black River Park – Pedestrian Bridge Concepts
Elkenburg Park Aerial View

Parks Projects In Development

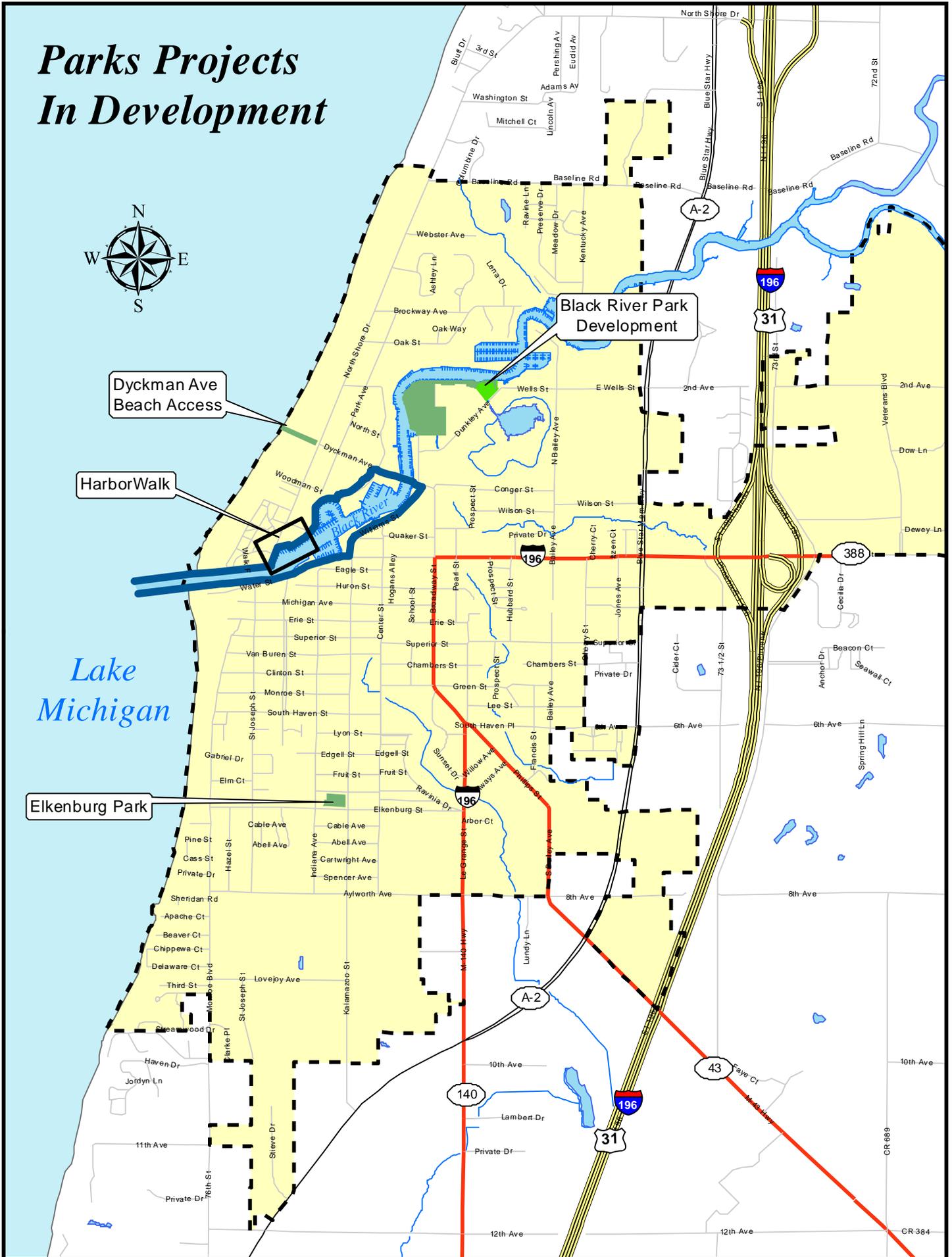


Dyckman Ave
Beach Access

HarborWalk

Elkenburg Park

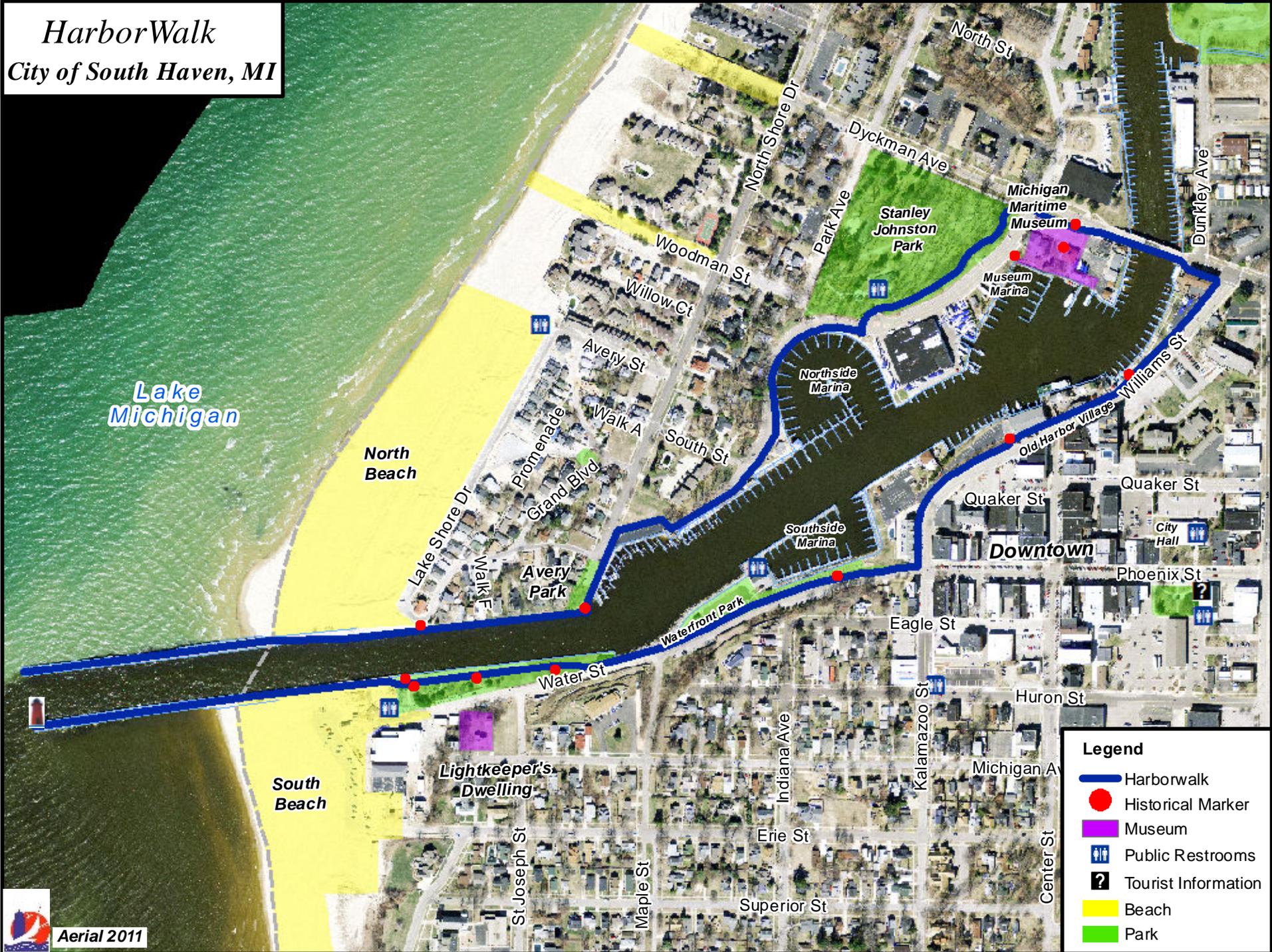
Black River Park
Development



Dyckman Ave Beach Access



HarborWalk
 City of South Haven, MI



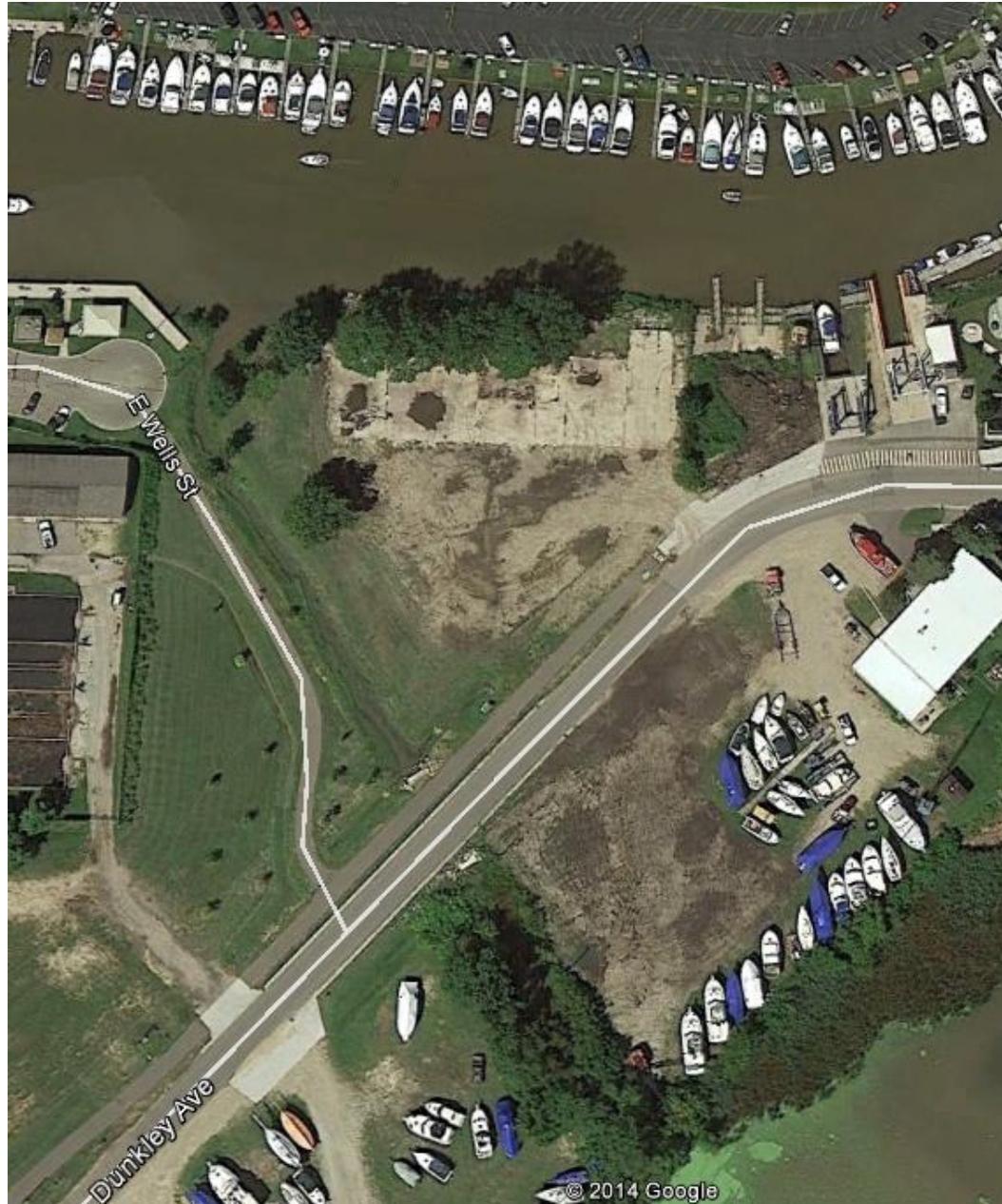
Legend

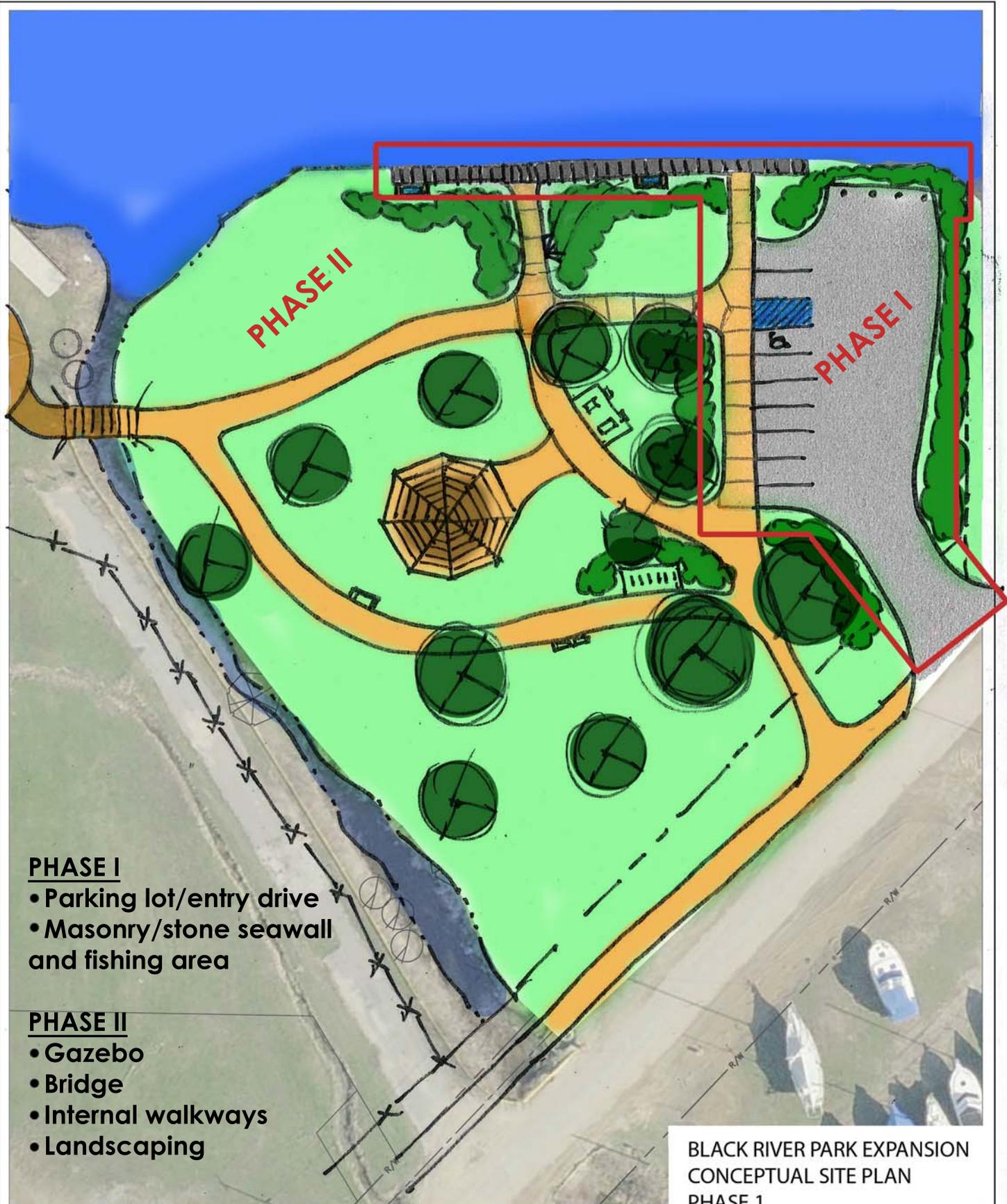
- Harborwalk
- Historical Marker
- Museum
- Public Restrooms
- Tourist Information
- Beach
- Park

Existing 5' wide HarborWalk Easements
North Shore Dr to Black River Street

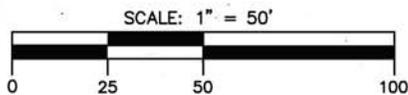


Former Street Garage Property





BLACK RIVER PARK EXPANSION
CONCEPTUAL SITE PLAN
PHASE 1



ABONMARCHE

Confidence By Design

January 13, 2014

Mr. Brian Disette
City Manager
City of South Haven
539 Phoenix Street
South Haven, MI 49090

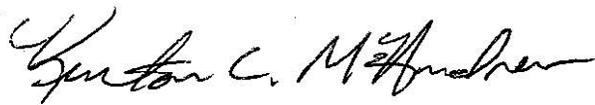
Re: Black River Park Pedestrian Bridge – Bridge Options
ACI Project No: 13-0943

Dear Brian,

In accordance with your request, Abonmarche Consultants, Inc. has researched various bridge options for the construction of a pedestrian bridge across the creek in Black River Park. Attached you will find examples of three of the options we recommend. The attached options consist of a prefabricated timber bridge (with or without roof), a prefabricated steel truss bridge as well as a segmental fiberglass bridge. All are capable of clearing the creek with one 40 foot span. In accordance with AASHTO requirements, each bridge is capable of supporting 85 psf and a 5 ton vehicle. Maintenance costs for each bridge are relatively equal.

If you have any additional questions or comments, please feel free to contact me at our office.

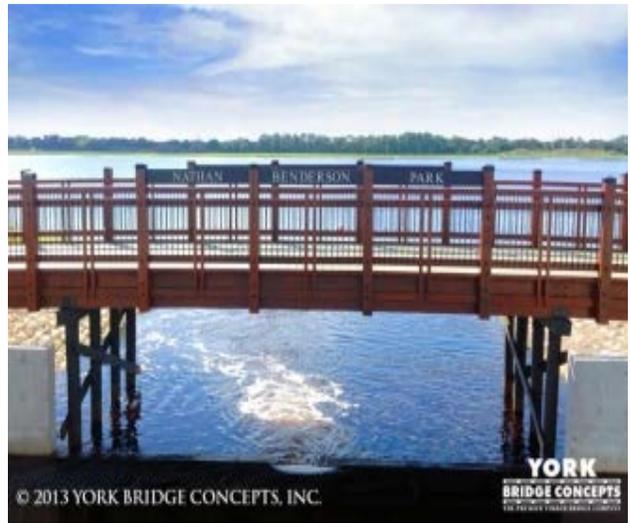
Sincerely,



Kenton C. McAndrew, P.E.
Group Director, Construction Services

CC: Tim Drews, P.E., Abonmarche

York Bridges



Features:

- Numerous Heavy timber rafters, roofing and columns, guard rail designs
- Roof lines can extend can be added to a segment or the entire length of the bridge
- Spans from 15 feet to 100 feet – pile supported spans, combo spans
- Wide selection of colors with our acrylic and oil based sealers – provide protection.
- Estimated Budget
- Without cover or With cover \$69,450-\$128,000
- Abutments/Appurtenances \$35,000
- TOTAL \$104,450 (without Cover)-\$163,062 (with Cover)



Continental Bridges



Features:

- Prefabricated bridge ready for placement
- Weathered steel materials for construction gives a longer service life
- Safe crossing for pedestrians and bicyclists.
- Beautiful aesthetic view from the distance.

Estimated Budget

- | | |
|---------------------------|----------|
| • Delivered Cost | \$35,000 |
| • Installation Costs | \$20,000 |
| • Abutments/Appurtenances | \$35,000 |
| • TOTAL | \$90,000 |



ET. Techtonics



Features

- Fiberglass support trusses
- 54" railing system
- Dead load Camber
- 3" pressure treated Southern Yellow Pine Decking
- Possible construction by volunteers

Estimated Budget

- | | |
|----------------------------------|-----------|
| • Bridge unassembled and shipped | \$45,800 |
| • Estimate for Assembly | \$30,000 |
| • Abutments/Appurtenances | \$30,000 |
| • TOTAL | \$105,000 |



Elkenburg Park

