

# Parks Commission

## Regular Meeting Agenda

Tuesday, October 08, 2013  
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 – August 13, 2013
5. Public Comments and Inquiries Concerning Items not on the Agenda
6. Elkenburg Park – Phase II
7. Pump Track
8. Adjourn

RESPECTFULLY SUBMITTED,

Brandy Gildea  
Parks and Recreation Supervisor

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# Parks Commission

## Regular Meeting Minutes

Tuesday, August 13, 2013  
6:00 p.m., Council Chambers



### 1. Call to Order by Reinert at 6:00 p.m.

### 2. Roll Call

Present: Cobbs, Comeau, Fitzgibbon, Moore, Toneman, White, Reinert  
Absent: None

### 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 – July 9, 2013

Motion by Fitzgibbon, second by Toneman to approve the July 9, 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.

### NEW BUSINESS

### 6. Black River Park – Proposed Master Plan

VandenBosch, Assistant City Manager. Developing a ten to twenty year plan for Black River Boat launch and marina.

Kathy Burczak, Senior Landscape Artist, Abonmarche. After a review of the process so far, Burczak presented a slide presentation. Improvement of vehicular flow to the boat launch is one area being addressed and has led up to this third iteration of the Black River Park Master Plan. Discussion regarding the area now being used for dredge spoils becoming a secondary parking lot; less conflict of traffic due to changing the main entrance but allowing

the current entrance to become a secondary entrance on the way from the bait shop. Current restroom would need to be upgraded for handicapped access since it is not currently American Disabilities Act (ADA) compliant. Burczak also noted that the plan shows the addition of some ADA compliant parking near the current restroom and also closer to the boat launch to meet the current guidelines.

Burczak suggested, for the future, another restroom at the opposite end of the parking lot with more handicapped spaces. The goal is to create a totally accessible walkway from one end of the parking lot to the other.

Burczak also noted that the grassy area near the river could, at some time, include a picnic shelter and grills. The current canoe/kayak launch would remain and a canoe and kayak drop-off area would be provided as well as some boat trailer spaces, ADA compliant spaces and vehicular parking spaces that are free.

The fish cleaning station received unanimous agreement from the Harbor Commission to be located near the current dredging spoil location. Once the dredging is complete and dredge spoils are removed, this area can be capped with gravel and can provide free parking, a drop-off zone, and room for both trailers and regular vehicular parking.

An example of the fish cleaning station was shown and described by Burczak as attractive, high-function and low maintenance. Burczak suggested the addition of a small unisex restroom/lockable storage area near the station.

Moore's question regarding fish cleaning table size was answered by Burczak, "The facility can be personalized according to the city's needs." The grinder system is contained for safety; hoses have been made longer than the example shown; tables have been designed with a slope for drainage and a Plexiglas divider between the sides of the table has been added. Burczak noted that there continues to be improvement as plans evolve. Moore suggested more than one fish scaler might be needed due to perch fishing, tournaments, etc.

After a question about loss of parking spaces, Burczak pointed out that parking has actually been increased. Burczak noted that since a master plan is being developed it can change over time with more parking being added if needed. The current plans includes one-hundred twenty-four (124) boat trailer parking spaces in the main parking area plus thirty-three (33) boat trailer spaces and forty-three (43) vehicle spaces in the free parking area.

VandenBosch pointed out that there are only a few weekends when the extra parking for boat trailers is needed. There was discussion about the area being a run-off area so keeping porous surfaces is recommended. VandenBosch also pointed out that by only putting gravel as a cap on the free parking area, the area can still be used in winter for piling snow when plowing is being done.

Fitzgibbon asked about the current fish cleaning station; VandenBosch noted that the fish cleaning station is located a long way from the parking and the grinder is a little small for the purpose and tends to get jammed etc.

Comeau said over a year ago we approved a plan for a separate kayak/canoe facility; "Where is that on this plan?" Gildea said the area under discussion at that time was east of

the waste water filtration plant. VandenBosch said the city applied for grants for at least two years, maybe three, and did not get grants. VandenBosch noted that the city is applying again; we do have plans for the stream area, but cannot get into that area currently due to the dredging being done.

Moore asked about playground equipment, picnic tables, etc. in the green area. VandenBosch noted that while the treatment plant expansion area could be made nicer, it still has to be reserved for future expansion. Moore questioned whether the celery pond area is part of this master plan; VandenBosch said the celery is not part of the parks system.

Carol Niffenegger, head of Celery Pond Advocates. The group has been working with the city to keep this area as green as possible. Niffenegger requested that any extra parking be kept gravel or green pavers or some porous material since that is flood-plain.

Moore would like to take the map down to the area and look at it before giving educated suggestions. VandenBosch explained that this proposal will go to the Planning Commission, then the Harbor Commission, before going to City Council for final approval.

Reinert asked what the first step should be. VandenBosch noted the fish cleaning station is going to be used to apply for a grant. There is some capital improvements/maintenance which needs to be done before new improvements are done. Does not know what the second phase would be but the kayak launch and gazebo would improve the park aspect and be low cost. "The walkway we are putting in is to encourage pedestrians use of the park," according to VandenBosch. While boat launch parking is paid, pedestrians and bicyclists will be able to access the area without paying. VandenBosch noted that while this is not a direct access to the downtown, this area provides a scenic route from the Kal-Haven trailhead to the downtown.

## **7. Disc Golf**

Gildea introduced the concept, noting that a committee needs to form to study this and make recommendations to the city, fundraise and focus on disc golf. We already know there is no room within the city park system so we have to look outward. Emphasized that a small focused group can accomplish more than the Parks Commission as a whole can.

Discussion regarding the type of land being important for disc golfers. There should be varied topography, not just a flat area, though it should be able to be mowed. Fitzgibbon said the committee should come to the city with suggestions and a plan. Fitzgibbon said this could eventually be directed through SHARA (South Haven Area Regional Authority), which includes representatives from the city and surrounding townships.

Alex Hayes, 250 Itzen Court. Has been playing disc golf for twenty (20) years with friends and his brother, traveling to Kalamazoo and Grand Rapids. They are hoping for something to happen in South Haven. Feels having the property can make the planning of the course easier. Mentioned vandalism and theft as a downside; someone stole one of their obstacles. Responding to a question, Hayes said Shore Acres was designed by him and his group. Twenty acres is ideal; Shore Acres is an 18-hole course with an extra area for practicing. Disc golf is a growing sport; it is pretty safe and Hayes believes there is a lot of local interest. If it's a place that has good obstacles and draws people in, it can draw people from other areas. Shore Acres has gotten a lot of publicity and is getting quite a bit of traffic. Our

league currently has about seventy-five (75) members. Everything that happened at Shore Acres was privately funded by donations and fundraisers. Noted that the township put in the bike path that goes through the property, so we built obstructions from excess cement from paving the bike paths.

Reinert asked about approximate cost which Hayes responded as in the neighborhood of \$7,500. Much of the work was done by the group, rather than having someone come in and clear things; "you don't want to clear too much." Fitzgibbon asked about restrooms to which Hayes noted that Shore Acres currently has two portable toilets. Noted that there is an annual League Clean-up Day to spruce things up. Fitzgibbon asked who is responsible for the management; Hayes responded that Laketown Township manages the course. Fitzgibbon noted that there will be a lot of excavation being done at SHARP Park that could be used to make obstacles.

Gildea suggests that a committee form and have regular meetings. City can run a public notice in the newspaper, post something on the city website. There was discussion regarding which newspaper it would be posted in.

Motion by Fitzgibbon to form a committee of citizens interested in developing a disc golf course; schedule regular monthly meetings which will be assisted by the City in providing a location to meet and minute-taking; develop a relationship with South Haven Area Recreation Authority; find a location and provide funding through grants, fund-raisers and donations and report to City Council. Second by Moore.

All in favor. Motion carried.

## **8. Commissioner Comments**

Fitzgibbon: "I'm excited about this; I think it is great when committees work together with the city and townships", to accomplish projects for which the public has identified a need.

Moore: "I'm starting to get used to how government works." Heard of an attempt to connect Saugatuck and South Haven to the Kal-Haven Trail. Fitzgibbon noted that Paul VandenBosch is very involved with that project. There is a committee that is working on fundraising. When it is regarding property outside the City's jurisdiction we have to count on private citizens identifying a need and running with it.

Reinert: "Cannot believe that we are this far into August already". Has been visiting the parks and enjoying them and observing how much they are used at this very busy time of year. Commented on how well-kept they are, trash containers are empty, parks are clean and thanked staff for a great job.

Moore: "Went to Elkenburg Park and met some people that expressed some very real needs." Gildea noted that on August 27 there will be a meeting regarding Elkenburg Park; staff mailed out letters to anyone within 1500 feet of the park. Discussion of money available and what to do first. Gildea said we need to make some plans, rate their importance and look for additional grant money, donors, etc.

August 13, 2013  
Parks Commission  
Regular Meeting Minutes  
draft

Fitzgibbon: Met with Brandy, Brian and Paul at the park regarding the contractor and the concerns. Gildea said the original contractor is no longer involved and others are being brought in to complete the work.

Reinert asked the effect of the beach being closed during Blueberry Festival. Gildea said it was noticeable that there were not as many people in the water, but town sure was busy, and "it has been a good year for the merchants."

## **9. Adjourn**

Motion by Moore, second by Cobbs to adjourn at 7:00 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary



City of South Haven

## Agenda Item 6 Elkenburg Park Phase II

### Background Information:

The City of South Haven, the Elkenburg Park Redevelopment Committee and the Parks Commission worked together to develop improvements to Elkenburg Park, which were recently completed. The City constructed three newly surfaced basketball courts (two regulation high school courts and one junior high regulation court). The courts are surfaced in purple and gold, the school colors of the South Haven Rams. Walkways have been installed through the park, and the restroom has been remodeled. The project also includes new benches, picnic tables, fencing and trash cans. The project cost was significantly below the initial estimate, and the City is proposing to add additional improvements with the remaining funds.

During the July Parks Commission meeting staff presented a list of items to be approved for phase II. It was determined that additional input from the community was needed in order for the Parks Commission to make a recommendation to City Council on which items should be placed in the park. Following this meeting staff, along with the Elkenburg Redevelopment Committee and Abonmarche (The DNR requires that the City use a professional consultant on its Trust Fund grants), held two input sessions with the community seeking their input. Residents were notified of these meetings by mailings, newspaper notices and it was also on the City's website. At the first meeting the City compiled a list of items that people want placed in Elkenburg Park. During the second meeting attendees (and anyone who contacted staff, stating they were unable to make it to the meeting) voted on the items, creating a priority list.

Staff anticipates that \$78,665 will be available for additional improvements to be added to the park.

### Recommendation:

The Parks Commission should consider a motion to the City Council recommending that the City Council considers approving using the remaining funds from the Elkenburg Park grant, in the estimated amount of \$78,665, to fund the following items from the priority list that will total an estimated \$78,340:

# 1 Playground Equipment	\$55,000
# 2 Security Camera System	\$2,600
# 3 Bike Racks	\$500
# 4 Trash Receptacles (quantity of 2, not 4)	\$2,500
# 6 Bleachers	\$13,360

# 7 Sign	\$2,520
# 8 Player Benches	\$1,860

**Support Information:**

List of Items – based on priority (including estimated costs)

Letters sent to residents

Minutes from Elkenburg Park Advisory Committee meetings

Project Name: Elkenburg Park Phase II Improvements  
 Project Number: 13-0391  
 Preliminary Estimate - October 2, 2013

Item	Unit	Qty	Price	Total	Notes
<b>1. Playground Equipment</b>	LS	1	\$ 55,000.00	\$ 55,000.00	Playground includes installation and/or community build
<b>2. Security Camera System</b>	LS	1	\$ 2,600.00	\$ 2,600.00	Includes two (2) cameras
<b>3. Bike Racks</b>	Ea	2	\$ 250.00	\$ 500.00	
<b>4. Trash Receptacles</b>	Ea	4	\$ 1,250.00	\$ 5,000.00	Carnival Receptacle, 42 Gal w/door
<b>5. Fencing (along Elkenburg Street)</b>	Ft	250	\$ 77.00	\$ 19,250.00	Montage Commercial, 8' high, 4 rail,, 14 guage
<b>6. Bleachers</b>	EA	6	\$ 2,226.57	\$ 13,359.42	4 Row Bleachers, 27 ft (no concrete pad)
<b>7. Sign</b>	SFT	12	\$ 210.00	\$ 2,520.00	2' x 6' Sandblasted Sign (double sided)
<b>8. Player Benches</b>	EA	2	\$ 930.00	\$ 1,860.00	Player Bench, 21 ft w/ backrest
<b>9. Scoreboard</b>	EA	1	\$ 1,000.00	\$ 1,000.00	Bison SC 900
<b>10. Electric Outlets near Courts</b>	LS	1	\$ 5,000.00	\$ 5,000.00	



# City of South Haven

## Department of Public Works

DPW Building • 1199 8<sup>th</sup> Ave. • South Haven, Michigan 49090  
Telephone (269) 637-0737 • Fax (269) 637-4778

July 31, 2013

Elkenburg Park Residents:

The City of South Haven, Elkenburg Park Redevelopment Committee and the Parks Commission worked together to develop improvements to Elkenburg Park, which were recently completed. The City constructed three newly surfaced basketball courts (two regulation high school courts and one junior high regulation court). The courts are surfaced in purple, the school colors of the South Haven Rams. Walkways have been installed through the park, and the restroom has been remodeled. The project also includes new benches, picnic tables, fencing and trash cans.

The project cost was significantly below the initial estimate, and the City is proposing to add additional improvements with the remaining funds. In addition, a private donor has indicated that they may be willing to fund installation of a playground structure.

The City of South Haven, along with the Parks Commission and the Elkenburg Park Redevelopment Committee, would like to seek input from residents and park users on which improvements should be constructed in Elkenburg Park.

The City is dedicated to working with the residents and park users of Elkenburg Park to make sure that the proposed improvements fit the needs of the community. To begin the public input process, the City, Abonmarche Engineering, Parks Commission and Elkenburg Park Redevelopment Committee will present proposed options for additional improvements and take comments on how best to improve Elkenburg Park.

**The input session will be held at City Hall on Tuesday, August 27, 2013 starting at 6:00 p.m.**

Residents are encouraged to attend this meeting or contact staff by email or phone to offer input and express concerns. I look forward to working with you to make these improvements to Elkenburg Park.

Thank you for your time and consideration.

A handwritten signature in black ink, reading "Brandy Gildea". The signature is written in a cursive style with a large, sweeping initial "B".

Brandy Gildea, Parks and Recreation Supervisor  
[bgildea@south-haven.com](mailto:bgildea@south-haven.com)  
269-637-0772



# City of South Haven

## Department of Public Works

DPW Building • 1199 8<sup>th</sup> Ave. • South Haven, Michigan 49090  
Telephone (269) 637-0737 • Fax (269) 637-4778

September 13, 2013

Elkenburg Park Residents:

In early August a letter was sent to all the Elkenburg Park residents. That letter sought input regarding additional improvements that the City of South Haven, along with the Parks Commission and the Elkenburg Park Redevelopment Committee, would like to make at Elkenburg Park with the City's remaining grant funds.

I would like to thank everyone who took the time, to contact me or come to the August 26<sup>th</sup> meeting, to voice their input on the park improvements. From the input that was given; the City compiled a list of items that people want placed in Elkenburg Park. The list includes the following items:

- Bleachers
- Electric outlets near courts
- Playground equipment
- Player benches
- Fencing (to replace fencing along Elkenburg St.)
- Security cameras
- Park entrance sign
- Trash receptacles
- Bike Racks
- Scoreboard

Now that the City has gathered input on what items people want at the park, the next step in the input process is to hold a meeting to prioritize those items. During the upcoming meeting attendees will be asked to vote for their top three items. City staff will work to tally the preferred items. The item with the most votes will be put at the top of the priority list and we will work our way down the list from there. Due to the limited amount of remaining grant funds, it is possible not all items from the list will be funded. The City will fund items from the top of the priority list and work its way down until the funding is depleted. Due to this I have been asked to include estimated costs of each item and the quantity needed so everyone can see how fast the items can total up (see back side of this letter).

**The next input session will be held at City Hall on Tuesday, September 24, 2013 starting at 6:00 p.m.**

Once the items have been prioritized the City will then send the list of prioritized items to the Parks Commission for their review and recommendation to the City Council. Residents are encouraged to attend this meeting or contact staff by email or phone to offer their input on the list. I look forward to working with you to make these improvements to Elkenburg Park.

Thank you for your time and consideration.

A handwritten signature in black ink that reads "Brandy Gildea".

Brandy Gildea, Parks and Recreation Supervisor,  
[bgildea@south-haven.com](mailto:bgildea@south-haven.com)  
269-637-0772

<b>Item</b>	<b>Quantity</b>	<b>Unit price</b>	<b>Total Cost</b>
Bleachers (4 rows)	6	\$2,350.00	14,100.00
Player Benches (21 ft)	2	\$2,000.00	\$4,000.00
Park Entrance Sign	1	\$7,020.00	\$7,020.00
Trash Receptacles	4	\$1,250.00	\$5,000.00
Scoreboard	1	\$1,000.00	\$1,000.00
Electric Outlets Near Courts	1	\$5,000.00	\$5,000.00
Fencing (to replace along Elkenburg St.)	250 ft	\$77.00 / ft	\$19,250.00
Playground Equipment	1	\$55,000	\$55,000.00
Security Cameras	2	\$5,000	\$10,000.00
Bike Racks	2	\$239.00	\$478.00

Please remember these are estimated costs and are subject to change.

# Elkenburg Park

## Meeting Minutes

Tuesday, August 27, 2013  
6:00 p.m., Council Chambers



City of South Haven

1. **Call to Order by Gildea with introductions of staff and purpose of this meeting**
2. **Review current layout of park**
  - **What was completed as part of phase 1**

Basketball courts, restrooms, pavilion and sidewalks.
  - **Pedestrian Safety Updates at Intersection near Elkenburg Park.**

4 way stops and striped crosswalks will be added in conjunction with Kalamazoo Street project.
3. **Review list of items suggested by the Elkenburg Park Redevelopment Committee for next phase of project**
  - Bleachers
  - Player benches
  - Park entrance signs
  - Trash receptacles
  - Scoreboard
  - Electric outlets near courts
  - Fencing
  - Playground equipment
  - Security cameras
4. **Phase 2 - Discuss what people would like to see developed at park**
  - **Playground for the kids**
    - Playground equipment should be number one.

- Cost of playground equipment.
  - Fundraising for playground equipment.
  - Locate the playground equipment near the restrooms?
  - Have the pavilion away from the neighbors' yards.
  - Fencing the playground area was not a popular idea. The cost of fencing is prohibitive.
  - Some of the playground structures have covers.
  - Target age range is age 2 to 12.
  - Safety issues of putting the playground area near Kalamazoo Street.
  - Temptation of kids getting too close to that street.
  - A lot of kids are there unattended or with their dads who are playing basketball.
  - The original playground site is the safest spot it could be – most conducive to the neighbors, kids will usually go home a little earlier.
  - Elkenburg group is working on plans and budgets with a local playground equipment designer/builder/installer
- **Trees/landscaping/shrubs/flowers**
    - Want to allow more green space for large gatherings wanting to put up a tent.
      - Family reunions
      - Revivals
    - Arbor vitae – maintenance and watering needed; Gildea said she will talk to the arborist regarding auto waterers.
- **Benches**

Benches or tables under the existing trees near the playground.

Benches between the courts

Memorial benches
- **Parking**
    - On both sides of Elkenburg.
    - Engineering and traffic control will look into it.
    - No parking on church side / funeral processions, events, etc.
    - Near the park

- Engineering department has been looking into it
- Gildea will see how far they have gotten with it.
- Elkenburg and Humphrey
- **Bike racks.**
- **BBQ grills.**
- **Fencing**
  - None around playground equipment
  - Taller near basketball courts
- **Park signage.**
  - Entry sign – unique, handmade, attractive – near/over rock
  - Hours and rules – posted on pavilion/restroom building
- **Trash cans.**
  - Plenty of trash cans that nobody has to touch.

Gildea will check with City Manager if there are any fundraising restrictions.

Upgrade the identity of the park.

Look beyond the available money. Wants to look at the future and plan for it now.

Discussion of when the voting will take place. Gildea will put it in the letters she sends.

Next month – 4<sup>th</sup> Tuesday of September for next meeting. Priority setting.

## **2. Adjourn at 7:13 p.m.**

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary

# Elkenburg Park Advisory Committee

## Regular Meeting Minutes

Tuesday, September 24, 2013  
6:00 p.m., Council Chambers



### 1. Call to Order by Gildea at 6:00 p.m.

- **Introductions and purpose of this meeting**

Gildea reviewed the last meeting; setting priorities; item suggestions that were added last month; and noted that she did a mailing to over 500 citizens in the park neighborhood again.

Explained that the goal of this meeting is to find out what people want and explained the voting system being used tonight. Each attendee received stickers to use, numbered one (1) to ten (10) with ten (10) being the top priority and one being the lowest.

Theresa Cunningham asked whether there could be a better plan with coordinating fundraising and donations with grants. Kozlik Wall explained the way the grants and donations work. Grants must be allocated to specific requests and donations can be used elsewhere.

Suzie Fitzgibbon asked whether a new grant is being applied for. Gildea noted that the money left from the last grant is going to be used towards some of the items that there was not money for in the last grant proposal.

Gildea explained the process once a list of priorities is finalized: the recommendation of the group will go to the October Parks Commission meeting, who will then make a recommendation to City Council, perhaps at a November meeting.

Cunningham noted the pricing on the equipment varies due to community build. We can get a huge savings on the equipment if we do a community build; may be able to get professional people to volunteer services. Cunningham noted that there are several different price points for playground equipment, and the costs noted were for the equipment and installation. By doing a community build, the dollars would go toward the same equipment without the cost of installation.

There was discussion regarding people donating specific items as opposed to cash. Cunningham noted that some donors will designate their money towards a certain piece of equipment or want to donate an item with their name or a group's name on it.

Gildea said there is another group that may be interested in donating, but they are waiting to find out what the priorities are.

Cunningham will work to get donations with November 1, 2013 as a deadline. Fitzgibbons noted that there is no time crunch; if a later date for City Council is needed, it can be rescheduled.

There were comments regarding making the playground equipment such that Elkenburg Park will become a destination.

Jason Marquardt, Abonmarche. Pointed out some details about the way grants work and the requirements for bids to be sought.

Cunningham commented that her goal is to be able to afford it all.

## **2. Prioritize list of Items**

After the voting was completed, the results were:

1. Playground equipment
2. Security cameras
3. Bike racks
4. Trash receptacles

5. Fencing (along Elkenburg St.)
6. Bleachers
7. Sign
8. Players benches
9. Scoreboard
10. Electric outlets near the courts

Discussion ensued regarding how much money will be available to use and how much Abonmarche's oversight fee will be.

The group discussed audit fees coming off the top of the grant. Then the finishing audit might make a difference, as well. T. Cunningham said the grant that was received required that there be an engineering consultant.

Questions and discussion about the list Paul VandenBosch had of resident concerns. Gildea noted that the drain has been addressed and explained that the court was designed to be level so it will hold water for a period of time after a rainfall event. The height of the basketball hoops was fixed.

Building concerns have been addressed. Aaron Cobbs questioned whether the contractor's work was satisfactory. Jason Marquardt explained that the contractor took much longer than anticipated and while some things were not satisfactory, everything was addressed with and through the contractor. It was explained that the ceiling under the pavilion was to be fixed by a local contractor but due to illness he has been unable to complete the project, so the ceiling work is going to be rebid. A. Cobb's reiterated that his question was whether there was enough money withheld from the contractor to pay for the remediation and Jason Marquardt stated that it is.

### **3. Explain next steps for this project**

Gildea reiterated the steps for the project and responded to questions regarding how the proposed security camera works in regards to how it is monitored. Gildea explained the process, noted that the proposed camera will be just like the one at the skate park and

noted that in the case of vandalism or other problems she can retrieve up to thirty (30) days of footage from the security camera.

Vicky Wall went through a possible scenario of dates and a timeline. It was decided there would be no meeting in October, but the group will meet on November 26<sup>th</sup> at City Hall at 6:00 p.m.

T. Cunningham said she would love to have help, ideas and suggestions. Gildea will email information as it becomes available.

The group's goal is to have a community build in the spring.

#### **4. Adjourn**

The meeting adjourned at 6:56 p.m.

RESPECTFULLY SUBMITTED,

Marsha Ransom  
Recording Secretary



## Agenda Item No. 7

### Pump Track Construction

#### Background Information:

On February 4, 2013, Council adopted their priorities for the 2013-14 fiscal year. Priority #3 relates to Parks and Public Spaces. One of specific projects listed under Priority #3 is construction of a new BMX/Pump Track park facility.

A pump track is constructed of hard packed dirt and equipped with a series of rollers and banked turns. They are typically designed to permit a bike rider to traverse a looped course with minimal pedaling. The image shown below is of an existing pump track. The design of each pump track is unique, thus South Haven's pump track will not be exactly like the image shown.



During priority setting discussions, the location for this facility was identified. The proposed site is on the grounds of the Public Safety Building located at 90 Blue Star Highway. The pump track is to be constructed near the northwest corner of the site in an area that has remained unused by the police and fire departments. This area was most recently used by the electric department as a pole storage yard. However, this activity has been transferred to the DPW Building on 8<sup>th</sup> Avenue.

Abonmarche has been hired to complete the design, bidding, and construction administration related to the pump track. The attached drawing shows a conceptual design for South Haven's pump track that has been developed in collaboration with City staff. The proposed design features a novice pump track loop and an advanced pump track loop. Crossovers permit users to combine both loops into a larger size track if so desired.

The proposed pump track will have a 4' high chain link fence constructed around the perimeter and various shade trees will be installed near the facility. In addition, four parking spaces will be added for park users. Additional parking is available in the nearby police and fire complex parking lot. In addition, public restrooms and drinking fountains are available inside the police and fire complex building.

**Recommendation:**

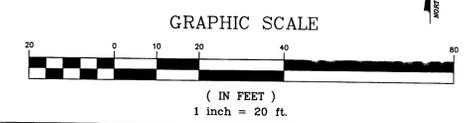
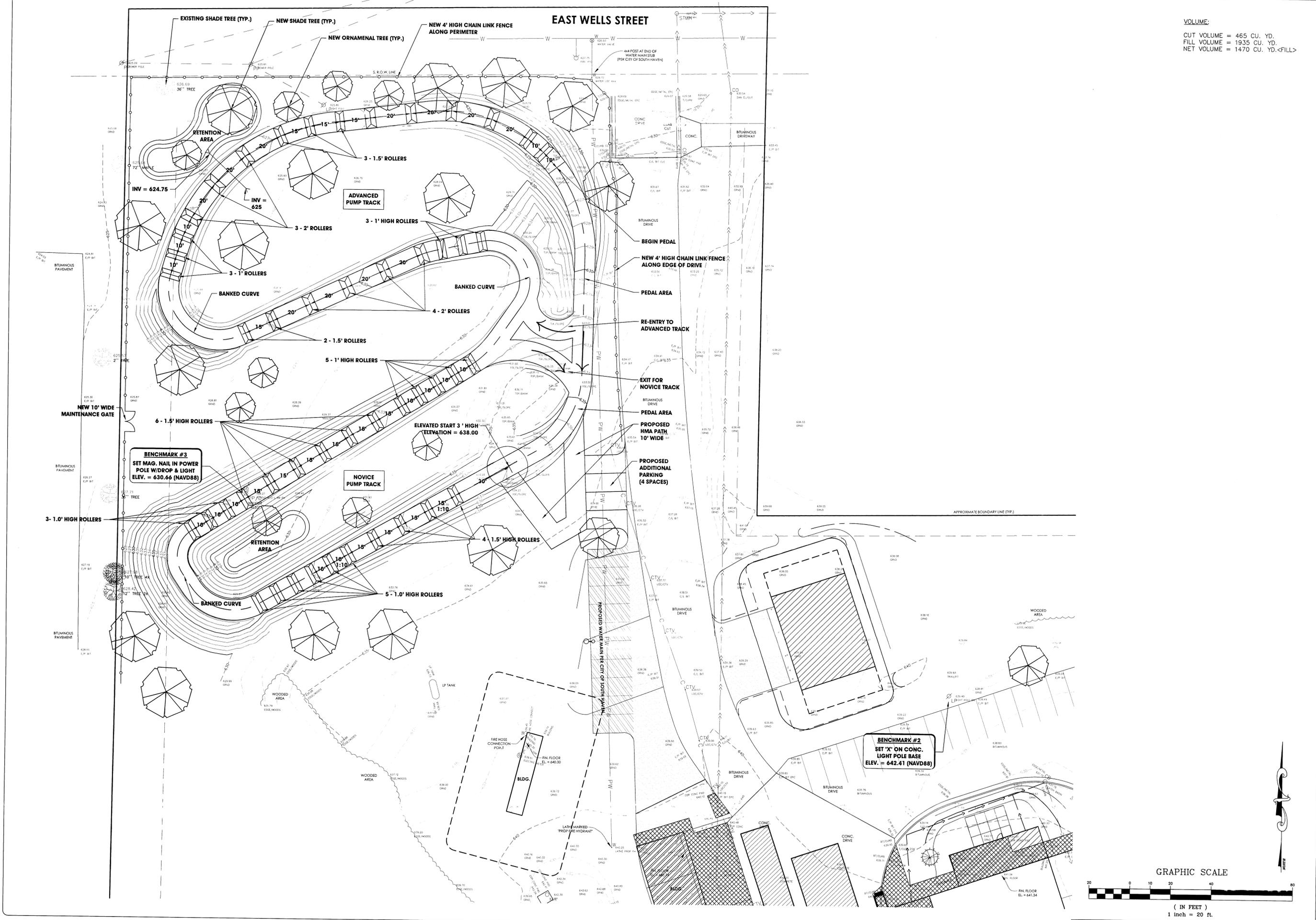
The Parks Commission is requested to review the conceptual design at their October 8, 2013 meeting and provide comments. Staff will address the Parks Commission comments prior to proceeding with the project. Once comments have been addressed, staff will proceed with the site plan approval process and Planning Commission review.

**Attachments:**

Conceptual pump track design.

VOLUME:  
 CUT VOLUME = 465 CU. YD.  
 FILL VOLUME = 1935 CU. YD.  
 NET VOLUME = 1470 CU. YD. <FILL>

DRAWN BY:	DJL/KB
DESIGNED BY:	KB
PA REVIEW:	
QA/QC REVIEW:	
DATE:	SEPT 2013
SCALE:	
SIGNATURE:	
DATE:	
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SCALE:	HORZ: 1"=20' VERT: N/A
ACI JOB #	13-0515
SHEET NO.	1 of 1



NO.	REVISION DESCRIPTION:	BY:	DATE:
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