

Parks Commission

Regular Meeting Agenda

Tuesday, December 13, 2016
6:00 p.m., Council Chambers



City of South Haven

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

2. Roll Call

Present: Jeff Arnold, Bob McAlear, Chuck Moore, Patti Reinert, Warren Toneman
Absent: Wendi Onuki, Marilyn White

Also present: Tony McGhee, Abonmarche; Todd Newberry, South Beach Concessionaire

3. Approval of Agenda

Motion by Arnold, second by Moore to approve the December 13, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes for the Record

A. October 11, 2016 Regular Meeting Minutes

Motion by Arnold, second by McAlear to approve the October 11, 2016 Regular Meeting Agenda as presented.

All in favor. Motion carried.

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

None at this time.

REPORTS

6. Project Updates

Bill Hunter gave an overview of the progress on several on-going projects.

1. Black River Park, Fishing Pier. The low bidder has been approved; the city has been awarded a grant with city match for shoring, fishing platform, parking area, concrete work, and pavilion. Discussion involved way-finding signs. Completion is anticipated in May 2017.

2. BMX Pump Track. The low bid came in below the engineer's estimate so the total for project is \$93,275.23. The bidder chose what he wants to take care of and the city will take care of the rest with the city's match of \$50,000 and some change. It was noted that there were three bids on this project and that clay for the embankments is being provided from the Kalamazoo Street project.

3. Cemetery Improvements. Will be going out for bids soon.

4. Dyckman Beach Sign. This has been rolled into the North Shore Drive project but the city is paying for it separately. Signs should be delivered shortly but will not be put in place until closer to the end of the project.

5. Harborwalk Improvements. Completed as of October 28, 2016. Property owners to the north worked with the city so we could put a five foot concrete sidewalk in off North Shore Drive near the channel.

Discussion ensued regarding signage; boats being stored over the walkway; the need to keep the walkway open as people use it year round; notifying boat storage operators and asking them to move the boats; how to keep the Harborwalk clear and how to mark it.

6. Kids Corner Play Structure. Hunter noted that the city requested a grant and has not heard back yet. Tony McGhee from Abonmarche explained that the city should know in the next week or two. Discussion ensued regarding community build.

7. North Beach improvements. The city has applied for a Michigan Natural Resources Trust Fund grant and will be going out for bid. In response to questions, Hunter enumerated the various components included in the North Beach improvement projects.

#8. Tot Lot. After discussion Hunter noted he will reach out to commissioner Onuki to go over ideas.

9. South Beach Restroom Improvements and Splash Pad. Hunter noted Olson Brothers redid the roofs, painted the restroom floors and power washed and painted the pavilion. Hunter noted it has been difficult to find concrete block to match the existing structures but he is looking into alternatives to be used to replace some broken blocks.

During discussion Reinert asked how often the restrooms are cleaned. Todd Newberry, Concessionaire, who is responsible for the cleaning of the restrooms, noted that the painted epoxy restroom floors make it easier to clean and have them look clean compared to the previous stained concrete. Newberry noted that the restrooms are cleaned hourly but it is amazing how much work needs to be done; there is always a line for the women's room, making it difficult for staff to get in to clean and which Reinert noted tells us that we need more facilities. Discussion ensued regarding whether the public can use the restrooms at the South Marina building or if there can be expansion there; whether portable restroom units which have air conditioning, running water and sewer hookup could be utilized during

high use periods since use of restrooms fluctuate due to activities downtown, the weather, etc. Hunter will look into what is available and costs.

10. Water Street Improvements. Hunter noted Abonmarche will be presenting during the next agenda item.

NEW BUSINESS

7. Water Street stairs update.

Tony McGhee, Abommarche. Presented two options on stairs.

Option 1. A straight run, although it runs at a slight angle. It doesn't have any jogs or landings. The stairway would be right next to an existing dumpster, which would be enclosed with white vinyl fence. McGhee pointed out that this option runs over a six-inch water pipe and would necessitate removal of six evergreens. Feels the price is right.

Option 2. This option jogs; avoids the water line; gives you a little more safety; is more visually interesting; provides a little rest area in the jog, nicer aesthetically, same vinyl enclosure around the dumpster.

Discussion ensued regarding decks/landings/jogs encouraging loitering/smoking which some neighbors are concerned about. Further discussion regarding the stairway being near senior housing, that it might be nice to have a landing/deck area partway for people to take a break and have a rest.

McGhee will take another look at this and bring it back with a backless bench option.

8. Commission will be requested to approve an Amendment to South Beach Concession Agreement

Hunter said this is an amendment to the license agreement with Todd Newberry, of Bearclaw Coffee Mobile Catering LLC asking for an additional building so they can have more storage on site.

Todd Newberry, South Beach Concessionaire. Explained the reasons he needs more storage and sales space. Some supplies are currently stored offsite, across the street at the water plant, which necessitates his employees crossing the street and waiting for traffic to gather items they need.

In response to comments regarding the view down the street toward the Harbor, Newberry noted the site was chosen to be screened by the trees and existing buildings. Hunter added that the chosen location minimizes sight view issues.

Regarding questions about whether the current building and the proposed building are temporary, Newberry explained that these are temporary buildings and while he hopes that eventually there could be a permanent structure, right now there are budget limitations. Hunter will adjust the wording so it is clear that it is a temporary structure. Toneman feels there is no problem with it as long as it is in the same footprint and is temporary. After a

question regarding the length of the lease, it was explained that this license agreement is a two-year contract with a two- year renewal.

Motion by Arnold to approve the amendment to the license agreement with Bearclaw Mobile Catering, LLC dated May 2, 2015 for an additional temporary building in the concession area at South Beach. Second by McAlear.

None opposed.

Motion carried.

9. Commission will be requested to approve site furnishings.

Hunter explained that city staff has observed that the downtown Thomas Steele site furnishings (benches and trash bins) which have been out for four years, withstood a lot of moving around with little wear. Hunter noted the annual maintenance required on the benches in the city's parks as well as the lack of uniformity and the plastic plaques of various sizes. Going forward with the Thomas Steele you have a sustainable bench, that can be blasted and painted, set into a concrete pad, with a bronze plaque embedded in the concrete. Hunter noted the cost difference, the older benches are \$900 and the newer ones are \$1264.00.

Hunter itemized the costs of the bench, concrete pad, bronze pad set into concrete and perpetual maintenance. Regarding questions about previous donors of benches and replacement of the older benches, Hunter explained that we have a new gift policy that outlines what happens when a bench needs replaced.

Bob McAlear brought discussion back on point noting the question is "Should we go with the new bench or stay with the old bench?" McAlear observed, "The steel bench will cost more but the net cost over ten years will be less." Reinert pointed out the consistency that the commission has been striving for if benches in the parks are the same as those currently in use downtown.

After questions, Hunter described the new recommended plaque as a 10.5-inch by 3-inch cast bronze plaque set into concrete. Hunter also reiterated that going back to the gift policy, staff will have to communicate to the donor that the bench is wearing out and will have to be replaced.

Motion by McAlear to approve the Thomas Steele Carnival six foot bench with a 15% mark up to cover the installation cost with the remaining amount to be set aside in a perpetual care fund to cover future expense. Second by Arnold.

All in favor. Motion carried.

10. Commission will be requested to establish a schedule of Regular Meeting Dates for the 2017 Calendar Year.

Motion by McAlear, second by Reinert to approve the schedule as presented.

All in favor. Motion carried.

11. Commission will be requested to recommend an ordinance amendment, banning smoking in City Parks.

Hunter reviewed his presentation back in September with information about the number of cities that have banned smoking in City Parks; number of cities that disclaimed it on their website; number of cities with signage. After much discussion it was recommended to present it to our city attorney. The drafted ordinance change is attached; Hunter noted that verbiage about e-cigarettes is included. Hunter reiterated that the intent of this is to put signage up and most smokers will comply; there will still be a few who we'll have to deal with.

Discussion ensued about enforcement of the smoking ban, consistent signage and making a non-smoking environment part of the city's brand. Discussion centered on doing this in a positive way. Hunter explained that this only includes the parks and beaches, not other public spaces.

Arnold asked about whether the beaches are public parks and Hunter explained by ordinance, the beaches are public parks.

Hunter will do a little more legwork and come back with some concepts.

12. Commission will be requested to approve a donation for the reconstruction of the Newcome Beach Overlook Deck.

Hunter said there is a Mr. Vito Benigno who wants to make a donation of \$4000 to add 32-inches to the deck, which would also cover replacing the decking with composite material. This references the gift policy.

Motion by Reinert, second by McAlear to recommend approval of the donation by Vito Benigno for the Newcome Beach Overlook expansion.

All in favor. Motion carried.

13. Commission will be requested to approve the low bid for the Pump Track project.

Hunter noted South West Transport Company was the low bidder, in the amount of \$58,925.23. We have a grant through the State of Michigan which Hunter pointed out is a very good grant.

Motion by Reinert to approve the low bidder, South West Transport Company, in the amount of \$58,925.23 for the construction of the City of South Haven Pump Track. Second by Arnold.

All in favor. Motion carried.

14. DPW Director Comments

Last meeting Hunter was still commuting; he is now a resident on Humphrey Street near the school.

15. Commissioner Comments

Moore: His neighbor is part of some voluntary group, presenting some drawings about stages along the waterfront park.

Hunter: Will have a phone conference with Tony tomorrow.

McAlear: There is a committee that is studying the stage along the waterfront concept.

Hunter: Will update the board.

Reinert: Thanked Toneman for chairing.

Toneman: Has some Bear / Packer tickets for sale.

McAlear: Happy holidays.

There were no other comments.

16. Adjourn

Motion by Reinert, second by McAlear to adjourn at 7:24 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary