

Lenawee County Parks Meeting
April 16, 2008
Commission Committee Room

Present: Rob Hall, Ralph Tillotson, Dan Bergerman, Jody Denske, Jim VanDoren, KZ Bolton

Rob Hall opened the April 16, 2008 Parks Committee meeting.

Ralph moved, Jim seconded the approval of the minutes from September 2007. Motion passed.

Election of Officers: A motion was made for KZ to become Chair of the Parks Commission by Rob, with Jim seconding. The nominations were closed, and motion passed.

Rob moved that the rest of Officers remain the same – Ralph as Vice-President, Dan as Secretary. Jim seconded the motion, and the motion was passed.

Jim moved to authorize the annual transfer of \$2000.00 for equipment for this year, and Ralph seconded. Motion passed.

Parks status:

- Ramsdale
 - Dan reported that he is meeting with the DEQ to discuss repair of ponds within the park, and had to leave shortly. (KZ will take the minutes.) Jody brought a map of the park and pointed out which ponds are having problems – the eastern most one, one by the side road, a couple within the center of the park. Jody believes that Dan is working with the OHIO DEQ.
 - Jody is also working with Robert Gentry at the City of Adrian. She is collaborating with Robert for the roof for the shelter at Ramsdale for repair, as Robert is with the City parks pavilions, and looking at a standing seam, architectural roof for the pavilion.
 - Dock repair. Jody is looking to add another section and move the dock further out into the pond. She stated that the pond is filling pretty well.
 - Barn looks good on outside, but Jody couldn't get into the barn to look inside because the lock has been changed. Jody will obtain a set of keys and tour the inside.
 - Need a letter for Jody to inspect the home, which hasn't been done in awhile. She would like to look at the furnace and other items to ensure safety of the equipment. Home inspection is in our contract. KZ will sign the letter. Ralph moved, and Jim seconded. Motion passed.
- Bicentennial
 - The drive will be graded, and gravel will be put down in the drive and parking area. The split rail fence has been driven through 3 times and has been repaired.
 - Mulching will be done.
 - Jody will talk to Steve May, Drain Commissioner, and ask for his opinion about the trees that are down in the creek. The trees down causes overflowing and flooding in the park. The park contains virgin tree stands, and has never been cut. Maybe we can use hard labor to clean out the creek. We cannot cut any trees at this park. We usually just drag the trees to the side. The Committee will talk to Dan about the restriction.
 - Girls Soccer Club at Bicentennial is so happy to be there. On Saturdays the park is full! We have told the club to take care of the field markings and goal nets starting this year.
 - Mr. Travis has problems with his house basement getting wet. (He is our paid Parks Keeper.) He would like us to retiling around the edge of the park to deter the water. We have landscaped an edge around the park to deter water from the property. Jody believes it is because of the large snow and rain this winter and spring. Jody will check the tiles to make sure they are draining properly.
 - Jody would like to put in new parking lot posts (as well as in other parks). The best size to put in for the use was discussed. Jody will get a price and bring back to our next meeting. The posts will have to be treated. The "Wright Place" was suggested to look for the posts and costs.
 - The park will be surveyed.
- Medina
 - Jody presented a map of the park.
 - Gravel has traveled to the bottom of the driveway - again. The drive will always have problems until the drive is asphalted. Last year, as an experiment, a trench was put in along the sides of the drive to divert water to the ditch. As steep as the road is, the trench was ineffective. Asphalt costs are \$3.86 per sq. foot for a depth of 4 inches.
 - The park has 40.5 acres.

- Parking lot posts are also a problem here.
- Restroom repairs need to be done – screening above, and the doors. It was suggested that we use cameras, one to divert, one that will record. “Q” technology would work, and is relatively inexpensive. We’ll start with two, set up with motion sensors, and see how it will work for our needs. We need to state that we are recording. Jody will purchase the cameras out of the parks budget.
- According to the aerial view, a neighbor has planted some trees on our property next to the driveway.
- The park will be surveyed.
- Gerber
 - Picnic tables and the slide (with the aid of an allen wrench) have been stolen from the park, as well as the 4 foot sections of rope around the parking lot. We will place posts closer together so people will not drive onto the park and not replace the ropes.
 - Trees have been marked with spray paint – almost like they are “selecting” trees – mainly ash trees. We have found our trees cut down in the past.
 - Will put up new tree identification signs this year.
 - A number of graduations and weddings have been scheduled. This park is the most used, but also the most abused. We need cameras at this park also. Jody will visit with Mr. Goetz (our caretaker) in regards to the park. He only opens and closes the gate. Might do a little more, now he’s closer to retirement.
 - Fences are OK. The park has been surveyed for property lines and corners marked.
 - On a landscape design map of the park, Jody showed the area of the parking lot in which stone will be laid for parking. Both lots have been used during the snow for the sledders.
 - During the winter two Boy Scouts camp outs for Polar Bear camping took place. Another camp out is coming at the end of April. Sylvania Boy Scouts use the park regularly.
- Taylor Rd.
 - Jody has not visited the park yet this spring.
 - Jody asked the question of ATV use within the park. Jody will post a sign “No Motorized Vehicles” at the park.
 - Hunting blinds and stands that are found in our parks are pretty ingenious. Jody shared with us some pictures of those that have been found. They need to be taken when found. We have a County ordinance against hunting on County park property. There are stands set up for nature watchers.
- Iron Lake
 - Sign is still there, but not trimmed around. It has some vines growing up and around them.
 - We will stone the parking lot and trim trees.

DNR grants for the parks are available. We need to update our 5 year plan. A motion was made to have Region II update our parks plan. Jim moved, Ralph seconded, motion carried.

Funding for 2 annual, part-time additional summer help was discussed. Jody will check the expense for 2007 and 2008 for two part time employees and come back to the Committee with the cost. Personal and benefits were discussed, as maintenance is one person down on LTD.

Finance report - \$32,000 to spend for the parks. We also will have 3rd and 4th quarter appropriations totaling \$10,812.

Our next meeting will be May 21st at 10:00.

Motion to adjourn. Passed.

Respectfully submitted,

KZ Bolton

MINUTES OF THE LENAWEЕ COUNTY PARKS COMMISSION MEETING HELD MAY 21, 2008

Park Commissioners present were KZ Bolton, Dan Bruggeman, Bob Hall, Ralph Tillotson, and Jim VanDoren, together with Maintenance Director Jody Denske.

Upon motion made and supported,

RESOLVED, That the Minutes of the April 16, 2008 meeting be approved as presented.

The Parks Commission proceeded to discuss maintenance at the County Parks and upon motion made and supported,

RESOLVED, That Maintenance Supervisor Jody Denske make a list of requirements for maintenance at the various parks so that bids from independent contractors can be solicited for such maintenance purposes.

The Commission proceeded to discuss additional temporary employees for the summer season and upon motion made and supported,

RESOLVED, That \$9,956.00 be budgeted for temporary summer wages.

The Commission proceeded to discuss boundary lines and corner posts at the various parks, and upon motion made and supported,

RESOLVED, That by using current surveys on hand and by using existing fence lines, that the corner posts at Bi-Centennial Park and Gerber Park and Ramsdell Park be located and marked with permanent posts cemented in place.

The Commission continued to discuss the costs of surveying the boundary lines at Medina Park, and upon motion made and supported,

RESOLVED, That the Maintenance Department obtain bids from various survey offices as to the costs of surveying Medina Park in the autumn of 2008.

Jody Denske reported that Nathan McVay had requested funds for maintenance purposes at Ramsdell Park and upon motion made and supported,

RESOLVED, That Jody Denske investigate the requests of Nathan McVay and that Jody have discretion concerning those requests up to \$700.00.

The question of posts for parking lots at Medina Park and Bi-Centennial Park was discussed and upon motion made and supported,

RESOLVED, That Jody Denske be authorized to proceed with the purchases necessary to mark the parking lots at Medina Park and at Bi-Centennial Park.

The question of the Parks and Recreation Plan was discussed and upon motion made and supported,

RESOLVED, That Region II be authorized to update the Lenawee County Parks and Recreation Plan provided that the funds come from the Region II annual allocation to Lenawee County and there be no additional charges to Lenawee County.

Dan Bruggeman reported on the meeting with Jim Hazelman from U. S. Fish and Wildlife Service at Ramsdell Park concerning the restoration of the eight wetland ponds and the need for the County to provide as matching funds chain link fence to be used for the pond banks to deter muskrat activity. Members of the Airport Committee indicated that there was a substantial amount of used chain link fence available at the airport and that this fence could be provided to the county as the Park's matching contribution to the pond revitalization. The members of the Airport Committee will confirm this indication and report back to the Parks Commission.

The next meeting of the Parks Commission is scheduled for **Wednesday, June 18, 2008, at 11:00 A.M.** at Bi-Centennial Park.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Dan R. Bruggeman, Secretary

Dated: May 28, 2008

**LENAWEE COUNTY PARKS COMMISSION MEETING
HELD JUNE 18, 2008 at BICENTENNIAL PARK**

APPROVE MINUTES

Motion by Hall, supported by Van Doren to approve minutes of the May 21, 2008 meeting. Motion carried.

UPDATE OF PARKS

Jody Denske reviewed the status of County parks (report on file).

- Two part-time employees have been hired to mow the parks.
- Specifications have been distributed to a list of local vendors requesting quotes to mow the parks as individual parks and as a package. Bids are due July 1, 2008.
- Associated Engineers will reduce the quote to survey Medina Park to \$2,500 (\$1,000 savings) if the survey is conducted during the winter season. Frazier & Associates is in the process of preparing a quote.
- The parks with known boundaries are being marked with pipe and cement.

RAMSDELL PARK:

- The Ramsdell Park home visit report was reviewed (report on file). Work has begun and Nathan will complete what he can prior to contacting contractors.
- Requested supplies have been partially received.
- Nathan will be updating time sheet hours. The time sheets through May 13, 2008 were reviewed.
- Fencing has been salvaged and delivered from the airport to be used as a muskrat deterrent in the ponds. The DNR is expected to begin work on the ponds next week. Nathan reported that a sink hole has been discovered near one pond and will speak with the DNR about it.
- Nathan has seen more activity recently at the park, and noted an article in the Spring issue of the *Lenawee* magazine, where the park is ranked 5th best park to hike in Lenawee County.

Posts for **BICENTENNIAL PARK** are scheduled to be delivered next week and are expected to be set without delay.

MEDINA PARK has some electrical issues that are currently being worked on.

GERBER PARK has been relatively active with several family reunions and weddings planned.

FINANCE REPORT

Cheryl Whipple reviewed the detail and summary finance reports. She will report back to the Commission next month on the 2007 revenue sources. Jody Denske will present “true park costs” to be used in developing the 2009 Parks budget.

OTHER BUSINESS

Chapter 1 of the current parks plan was reviewed. Commissioner Bolton would like to review a chapter of the plan each month and be proactive in taking direction for the parks. One suggestion was creating a dog run, training course at a park. Cheryl recently contacted Tim Anderson from Region 2 Planning. He advises that the County is carrying a surplus and he does not anticipate any additional costs to County for the update of the Parks Plan. She will notify Region 2 Planning that the Parks Commission is requesting the update.

Discovery of Ramsdell Trust subsidies was discussed. Jody Denske and Cheryl Whipple will follow up and report back.

NEXT MEETING

The next meeting of the Parks Commission is scheduled for **JULY 23, 2008 at GERBER PARK at 11:00 A.M.**

Motion by Tillotson, supported by Van Doren to adjourn the meeting. Motion carried.

CLW/rdb

MINUTES OF THE LENAWEЕ COUNTY PARKS COMMISSION MEETING HELD OCTOBER 29, 2008

Park Commissioners present were KZ Bolton, Dan Bruggeman, Bob Hall, and Ralph Tillotson, together with Maintenance Director Jody Denske, County Administrator Cheryl Whipple, and Tim Anderson from Region II Planning and Matt Richardson from County IT.

Upon motion made and supported,

RESOLVED, That the Minutes of the July 23, 2008 meeting be approved as presented.

Commissioner Bolton then proceeded with discussions concerning a revision and update of the County Park and Recreation Plan. Commissioner Bolton reviewed generally the current general plans for the parks as follows:

GERBER PARK - Emphasizing cooperation with schools for teaching and learning experiences including nature trails with labeled trees and shrubs, aquatic studies at the pond, and winter recreation including sledding and cross country skiing.

BI-CENTENNIAL PARK - Emphasizing soccer and sporting events, a restored tall grass prairie, and woodland nature trails through mature woodlot.

RAMSDELL PARK - Emphasizing enjoyment of natural areas including restored tall grass prairie, restored ponds and wetlands, observation of birds and wildlife, nature trails, farm and agricultural history and heritage, and equestrian activities including horseback trails and horse drawn nature tours.

MEDINA PARK - Emphasizing camping and activities relating to Bean Creek which runs through the park.

Tim Anderson from Region II Planning discussed the development of the revised recreation plan. Tim pointed out that development grants are due on April 1 and would require a 25% match. Property acquisition grant applications are due August 1 and would also require a 25% local match. Tim Anderson also explained the procedure for updating the plan including the need for public comment and public hearings and a survey.

Chairman Bolton explained that public questionnaires will be required to update the plan and she will be in charge of developing such questionnaires. Chairman Bolton wishes to keep to her time line (copy attached) to complete the new plan.

Jody Denske made a status report concerning the parks. She indicated that Medina Park has been closed for the winter and Frazier & Associates will be surveying same. Gerber Park will remain open for winter use. Taylor Road Park is to be posted.

Commissioner Hall presented his proposals for park planning, copy attached.

Cheryl Whipple made a financial report.

Thereafter, there being no further business to consider, the meeting was adjourned at 1:00 P.M.

Respectfully submitted,

Dan R. Bruggeman, Secretary

Dated: October 31, 2008

Timeline for Parks Plan Update

| Date Started | Action | Reasoning | Steps | Percent Accomplished | Responsibility | Completion |
|--------------|--|---|---|----------------------|---------------------------|----------------|
| 10/29/2008 | Start updating the plan. | Plan to update Parks for Grants and direction of the parks. Timeline for plan for each park (ongoing through final plan). | <ol style="list-style-type: none"> 1. Tim Anderson 2. Discussion for questionnaire. 3. Plans for dissemination of questionnaire. | | Parks Committee | December-08 |
| 10/29/2008 | Development of the questionnaire for input from the community. | Hear what the community would like in the Parks system. | <ol style="list-style-type: none"> 1. Demographics 2. What do we want to find out? 3. Distribution -Survey Monkey - Due date? 4. Collection of information. | | Parks Committee/KZ Bolton | November 14,08 |
| 10/29/2008 | Development of the questionnaire for input from the municipalities. | Hear what the municipalities are doing, and would like in the Parks system. | <ol style="list-style-type: none"> 1. Demographics 2. What do we want to find out? 3. Distribution - Due date? 4. Collection of information. | | Parks Committee/KZ Bolton | November 14,08 |
| 10/29/2008 | Development of the questionnaire for input from the school system. | Hear what the schools are doing, and would like to see in the Parks system. | <ol style="list-style-type: none"> 1. Demographics 2. What do we want to find out? 3. Distribution - Due date? 4. Collection of information. | | Parks Committee/KZ Bolton | November 14,08 |
| 10/29/2008 | Park Inventory | Listing of all parks in Lenawee. | <ol style="list-style-type: none"> 1. Contact Municipalities 2. Gather information. Due date? 3. Organize information. | | | November-08 |
| 11/10/2008 | Parks Meeting | Update for questionnaire and progress inventory and progress. Start draft plan. | | | | |
| 11/24/2008 | Parks Meeting | Update for questionnaire and progress, inventory and progress. Start draft of plan. | | | | |
| 12/8/2008 | Draft of plan for distribution | Plan Have a draft of the plan for review by the committee. | <ol style="list-style-type: none"> 1. Comments 2. Update | | | |
| 12/29/2008 | Finalization of plan | Finalized for publication. Draft notices for newspapers. | <ol style="list-style-type: none"> 1. County Web site 2. Courthouse 3. Library | | | |

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|-----------|------------------------|--|--|--|--|--|
| 1/9/2009 | Published in Newspaper | Notice for the 30 day review and where can be found. | <ol style="list-style-type: none"> 1. Web site 2. Daily Telegram 3. Brooklyn Exponent 4. Blissfield Advance 5. Tecumseh Hearld 6. Toledo Blade 7. Jackson Cit Pat 8. Others? | | | |
| 1/10/2009 | 30 Day Comment Period | Time for public input. | <ol style="list-style-type: none"> 1. Where call? 2. Collection of Information. | | | |
| 1/28/2009 | Published in Newspaper | Notice for the public hearing. | <ol style="list-style-type: none"> 1. Time 2. Place | | | |
| 2/4/2009 | Public Hearing | Open meeting to hear comments. | <ol style="list-style-type: none"> 1. Collection of information. 2. Incorporation of input into plan. 3. Finalize plan. | | | |
| 2/26/2009 | Commission Approval | Resolution Adopted. | <ol style="list-style-type: none"> 1. Get on agenda. 2. Include final plan. 3. Send to DNR. | | | |

Needs to be done by March 31, 2009 - in to DNR.

Two grant due dates - April 1st for facilities, equipment, etc., August 31st for land acquisition. More info online.

Notification of surrounding jurisdictions?

As a county we need to better use our park assets. We need to provide the citizens of this county with services and recreational activities they cannot get in their back yards, or duplicate services already provided to them from the cities or townships they reside in. Since none of our parks are conveniently located in a populated area, they are all destination locations. So we must create a draw, a reason for people to travel to our parks. Just being an open space, in a county filled with open space, is not enough. So I've listed some ideas below that I believe could create such a system of parks, and still keep costs small, maintenance low, and build a potential high use rate.

- Taylor Park
 - Harvest Hardwoods \$10,000
 - Plant groves of walnut, cherry, maple for future harvests
- Bicentennial Park
 - Create a Dog Park (proximity to large population)
 - Fence in part of the North Side
 - Provide:
 - Benches, obstacles, pick up bags and compost system
 - Develop Rules for use
 - Deal with outdated 30 year old restriction.
- Ramsdell Park
 - Create a Farm Park to Highlight Lenawee Counties agriculture
 - Work with Farm Bureau (display and store their ag trailer)
 - Add livestock
 - Chickens low maintenance, eggs used to buy feed.
 - Other small live stock (rabbits, pigmy goats, pigs, ducks)
 - Making the park a field trip worthy experience not only for area schools but homeschool groups.
- Medina Park
 - Harvest Hardwoods \$15,000, use to match grants
 - Add RV Camping to be run by camp host
 - Fixing driveway
 - Add shower unit to bathrooms
 - Extend power to sites, develop a drop station
 - This will deter the vandalism and could create a revenue stream
 - Providing access not only for fishing but Tubing and Kayaking
 - Add a suspended walking bridge and trails to the large unused east side of the park.
- Gerber Park
 - Create a Winter Park
 - Add benches and warming station to sledding hill.
 - Add Ice Skating and Hockey to pond with benches and a warming station
 - Make a system of cross country ski trails
 - Requires the county to maintain the park in the winter
 - After all, isn't Michigan "The Winter Wonderland"
- Iron Lake
 - Improve boat launch
 - Add a dock
 - Improve parking
 - Info sign & Picnic Tables