



Minutes

**Village of Spring Lake
Parks & Recreation Board Meeting
Tuesday, October 7, 2019
7:00 p.m.
102 West Savidge Street (EOC Room)**

I. Call to Order

Roll Call: Curt Brower (Chair), Claire Groenevelt (Vice Chair), George Barfield, Darcy Dye, Erik Poel, Lee Schuitema and Susan Petrus (Village Council Liaison).

Absent: None

Also Present: Chris Burns (Village Manager) and Maryann Fonkert (Deputy Clerk)

II. Approval of the Agenda: Motion by **Groenevelt**, second from **Barfield**, to approve the agenda as presented. All in favor, motion carried.

Yes: 6 No: 0

III. Approval of the Minutes: Motion by **Schuitema**, second from **Poel**, to approve the September 3, 2019 regular meeting minutes. All in favor, motion carried.

Yes: 6 No: 0

IV. Finance Report: **Burns** shared the finance report and said they were fine budgetarily right now, but it would be interesting to see how the DPW transition played out once they had a year under their belts. **Burns** said that it had been an adjustment and learning curve for the new to the Village employees, but there had definitely been improvements in the parks with more staff to help maintain them.

Motion by **Schuitema**, second from **Groenevelt**, to accept the Finance Report. All in favor, motion carried

Yes: 6 No: 0

V. Parks & Recreation 5-year Master Plan – Burns explained that the section in the 2015 to 2019 Parks & Recreation Master Plan regarding the Village of Spring Lake parks fell on the responsibility of the Parks Boards and Village staff to update. **Burns** said that she had already sent Dye's comments to the consultant, Pam Blough, for the update, but if anyone else had any comments, there was still time to send them in. **Burns** said that if the Master Plan was done in time, they would submit a grant application to the DNR Trust Fund which had not been done since 2012, and then had to be declined due to the budget deficit elimination issue because of the Grand River Greenway.

- VI. Asset Management Plan 2020 – Burns** shared that at her last MML conference, she had attended a session put on by Prein & Newhof about Parks Asset Management Plans and like what the Village does with the water/sewer infrastructure, sidewalks and streets, they were focusing on parks property. **Burns** said this type of plan would do a complete inventory of the parks property and then assess the condition of and create an asset management plan that would take it out 5 to 10 years, depending on needs. **Burns** said there was no money in the budget for this year, but she would like to have Bill Cousins put together an RFP for an Asset Management Plan to get an idea of what a plan would cost, and then they could budget for the 20/21 Fiscal Year. **Burns** said a plan like this would be very helpful to see what we are looking at cost wise and when things needed to be replaced since the Village did not have staff with expertise in asset management. **Dye** and **Brower** agreed that an expert was needed to create a plan like this.
- VII. Der Vartanian Eagle Scout Update – Burns** reported that Mr. Der Vartanian had installed the benches for his Eagle Scout project.
- VIII. Miscellaneous Parks Update – Burns** reported that the DPW was in the process of removing docks, rocks, etc. at the street ends that were getting damaged from the high water. **Dye** reported that Alden Street End had boardwalk panels that were floating at the shore.
- Whistle Stop Play Ground - Burns** said that she had received another request for a Port-O-Potty at Whistle Stop Playground so they would have to incorporated that into the budget in the spring. **Dye** asked if the Port-O-Potty could be placed across the street on the bike trail edge in the open space that was away from homes. **Burns** said that was a possibility, but the problem was going to be that no one would want it by their house. The **Board** discussed possible locations
- Central Park – Burns** reported that the DPW was getting ready to winterize and close the restrooms and that the Fire Department had so many complements regarding their Fire Prevention Week Open House event at Central Park that they were already planning on next year’s event being held there. **Burns** reported that they had received quotes for painting the backer boards around the hockey rink in the spring and updated the Board on tree removal and trimming in Central Park. **Dye** reported an encroachment of a rock lined path across the Village Right of Way from someone’s yard to Lakeside Trail. **Burns** said she would look into that.

Tree Board Meeting

- IX. Tree Planting/Trimming/Removal List – Burns** shared the report from the Arborist and updated the Board on tree planting grants that had been received.
- X. Miscellaneous – Burns** shared pictures and email from a resident on Prospect that was requesting 2 trees in the Village Right of Way in front of her home be taken down because she said the roots were damaging her septic and drain field, hanging over her home and causing mold on her roof and that she didn’t like them and wanted small ornamental trees. After having driven by and looking at the photos, the **Board** agreed that those trees were healthy, beautiful old growth trees and not close enough to the homeowner’s roof to cause any kind of mold, and

since no one in the Village had septic and drain fields, that would not be an issue either. The **Board** agreed that the trees would not be taken down.

Schuitema reported that a tree on Exchange St. looked like it was dying from a broken concrete flower ring being built around it that covered its roots. **Brower** asked if something different could be done about the height of the flowers in the gardens at the Jackson and Exchange St. corner because they were causing a site obstruction and he almost got hit there. **Dye** said that was on her list for spring and they would be cutting the plants back before they budded so they wouldn't grow so high.

Adjournment

Motion by **Schuitema**, second from **Barfield**, the meeting adjourned at 7:48 p.m. All in favor, motion carried.

Yes: 6

No: 0

Curt Brower, Chair

Maryann Fonkert, Deputy Clerk