



Minutes

**Village of Spring Lake
Parks & Recreation Board Meeting
Monday, January 6, 2020
7:00 p.m.
102 West Savidge Street (EOC Room)**

I. Call to Order

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

Absent: Barfield

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

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

Yes: 5 No: 0

III. Approval of the Minutes: Motion by **Schuitema**, second from **Groenevelt**, to approve the December 2, 2019 regular meeting minutes. All in favor, motion carried.

Yes: 5 No: 0

IV. Finance Report: **Burns** reported that they were half way through the fiscal year and on target at 43% of allocated revenues and expenditures over all.

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

Yes: 5 No: 0

V. RFP Asset Management Plan – Burns shared the RFP for an Asset Management Plan that would outline when various items would be taken care of, determine age, life expectancy and all-around better maintain the parks inventory and asked the **Board** to consider approving its release. **Burns** explained that if the RFP came back with something that was affordable, they would incorporate into the 2020/2021 Budget. **Burns** also shared that years ago the Village Depot building was given to Coopersville and Coopersville now wanted to give it back, but in exchange, they would like the Village to put a storage building of the same square footage as the depot building on that spot. **Dye** said that she and her husband had looked the depot over, and it was not in good condition. **Burns** said they would look into all costs involved before making a decision, she just wanted to share the information.

Motion by **Dye**, second from **Groenevelt**, to approve the release of an RFP for an Asset Management Plan for Parks Inventory. All in favor, motion carried.

Yes: 5 No: 0

VI. RFP Reroof of Pavilion at Mill Point Park – Burns shared the bids received to reroof the Pavilion at Mill Point Park and said that they had budgeted for this and that DPW Director Delamater was comfortable with the low bid submitted by Blue Star Construction and if this Board was also comfortable with the low bid, they would give their recommendation to Council.

Motion by **Schuitema**, second form **Groenevelt**, to recommend approval of the low bid from Blue Star Construction to reroof the pavilion at Mill Point Park. All in favor, motion carried.

Yes: 5 No: 0

VII. Water Levels –

- Grand River Greenway
- Dock Installs – Spring 2020
- Protecting Infrastructure

Burns said they had been cautiously optimistic that water levels would go down over the last quarter of the year, but that did not happen, and explained that when the docks from both Tanglefoot and Mill Point were removed for the winter, the barge operator indicated that, because of the way the docks were constructed, they would be almost impossible to reinstall in the spring. **Burns** said the barge operator and Delamater were working on getting some proposed solutions, but if the water levels continued to rise as predicted, the docks and park would have a lot more issues and would not be available for any activities or events. **Dye** asked if it was possible for Council to temporarily close Mill Point Park. The **Board** discussed options for Heritage Festival and other events that had previously been held at Mill Point Park and that efforts, so far, to hold back the water with sandbags or make any kind of repairs had been unsuccessful for surrounding communities. **Burns** shared that when the Grand River Greenway was constructed there were obligations to the remediation, and we did what we could and it's all documented. Unfortunately, with one more year of the obligation to go, none of the plantings were able to survive with the rising water levels.

VIII. P&R Master Plan Update – Burns reported that the Public Hearing notices for the Plan approval had been published and will be considered by Council at the January 20th meeting, but there was still a little time if anyone had any changes.

IX. Miscellaneous Parks Updates –

- **Art in the Park Update - Burns** reported that a \$5000 grant from Rotary was awarded for Art in the Park, and that Stanford-Butler was working with MDOT to get permission to paint the stations under the overpass and fund rising continued. **Dye** asked if the year-end donation request letters could be sent out earlier than mid-December. **Petrus** suggested mid-October. **Burns** said they could do that. **Burns** said that **Poel** qualified for the Consumers Energy Grant and that should be coming in around February - March time frame. **Burns** said she would be meeting with an artist that will be sharing his ideas for the memorial sculpture for Gary and Victoria Verplank with Tony and Kyle Verplank.
- **SLARA Update - Burns** said this update was included in the Boards packet for information purposes.
- **Mass Gatherings for 2020 – Burns** reported that there were already a number of Mass Gathering applications had been turned in or were in the process and, so far, they have not received any negative feedback.
- **Tanglefoot Park – Burns** reported there would be a design kickoff meeting with a small group and Progressive AE to talk about ideas for the structure and once

that design phase was done, they would go back to the Community Engagements to start tweaking things.

- **Whistle Stop Playground – Petrus** asked where they had landed on getting a Port-O-Potty for Whistle Stop. **Burns** said that it was her intention to put it in the budget for next Fiscal Year and she would be getting prices in April or May. **Dye** suggested giving neighbors a heads up on a Port-O-Potty. The **Board** discussed location, handicap accessible and esthetics.
- **Central Park –** Nothing at this time.
- **Mill Point Park –** See item VII.
- **Lakeside Trail –** Nothing at this time.

Tree Board Meeting

- X. **Davy Resource Group Downtown Tree Evaluation – Burns** went over the tree evaluation with the Board and said that several trees were overgrown so they would have to decide if they wanted to trim or remove them but the evaluation did not include prices so they would need get them. **Dye** said that many of the trees in the Village were incorrectly planted for their life, so they needed to rethink how they actually planted trees and that Lee Mueller was an expert at picking the kinds of trees they should plant.
- XI. **Miscellaneous Tree Updates (Trimming & Removal Contract) – Burns** reported that Mr. Mueller had observed Get-R-Cut as they trimmed and removed trees around the Village and was pleased with the quality of their work and there had been no complaints received. The **Board** discussed the trimming and removal list. **Burns** passed around a Thank You note for signatures that would be sent to the Verplank family for their \$11,000 donation. **Burns** reported that a bid of \$3,000 from Get-R-Cut had been received for the Village trees that Michael Armor had asked to have trimmed and/or removed depending on condition. **Burns** said that the bid would be passed on to Mr. Armor and if he was agreeable, then Get-R-Cut would take care of them.

Burns updated the Board on developments in the Village. The **Board** discussed parking.

Adjournment

Motion by **Schuitema**, second from **Groenevelt**, the meeting adjourned at 8:07 p.m. All in favor, motion carried.

Yes: 5

No: 0

Curt Brower, Chair

Maryann Fonkert, Deputy Clerk