

**CITY OF DEXTER
PARKS AND RECREATION COMMISSION REGULAR MEETING**

Tuesday, January 20, 2015 @ 7:00 PM

Location: City Offices, 8123 Main Street
PNC Bank, Second Floor – Enter at rear door

A G E N D A

- 1. CALL TO ORDER**
- 2. ROLL CALL**

Becky Murillo - Chair	Katie Koch
Randy Hermann – Vice-Chair	John Coy
Toni Henkemeyer	Julie Knight – Ex Officio
Ellen Han	
- 3. APPROVAL OF THE MINUTES - November 18, 2014**
- 4. APPROVAL OF AGENDA**
- 5. CITIZENS WISHING TO ADDRESS THE COMMISSION**
- 6. REPORTS AND COMMUNICATION**
 - A. Chair
 - a. 5-H Coalition
 - B. Commissioners and Ex Officio
 - a. Tree Board
 - C. Staff Report
- 7. OLD BUSINESS**
 - A. 2015 – 2020 Parks and Recreation Master Plan Update
 - B. Edison Street Park Play Equipment
- 8. NEW BUSINESS**
 - A. Discussion of: Park Maintenance Requests
 - B. RFP for Rain Garden Maintenance
 - C. 2015 Easter Eggstravaganza
- 9. CITIZENS WISHING TO ADDRESS THE COMMISSION**
- 10. PROPOSED BUSINESS FOR FUTURE MEETINGS**
- 11. ADJOURNMENT**

ANNUAL REVIEW SCHEDULE

March/July – Annual Budget Review

November – Master Plan, Goals, Objectives and Strategies Review

January – Capital Improvements Plan (CIP) Review

MASTER PLAN GOALS

I. GOAL: (Space/Facilities) Meet present and future community needs for parks, greenways, trails, and recreation.

- A. Objective: Plan and develop a system of parks, greenways, open space, and recreation facilities that provides a minimum of 16 acres per 1,000 Village residents.
 - ✓ Current surplus in mini-parks, neighborhood parks and community parks based on July 2008 SEMCOG population estimates.
- B. Objective: Encourage the preservation of green space and the development of new parks and/or recreation assets when opportunities arise.
- C. Objective: Following removal of the Mill Creek dam, plan and develop a linear park along the Mill Creek.
 - ✓ Dam was removed in June 2008, Mill Creek Park Master Plan adopted by Council January 26, 2009
 - ✓ Various grant application applied for in anticipation of 2010 Phase 1 park construction and development

II. GOAL: (Recreation) Encourage healthy lifestyles for Village residents through recreation.

- A. Objective: Offer Village residents a balanced program of active and passive recreation opportunities.
 - ✓ Working on developing a system of trails, implemented ice rink in 2009
- B. Objective: Offer Village residents multiple opportunities to walk, run, bike, skate, or paddle without leaving their community.
 - ✓ Grant applications for boating, walking and pedestrian connections submitted throughout 2009
 - ✓ Awarded Waterways Infrastructure grant for installation of 3 boat launches

III. GOAL: (Accessibility) Strive to make every Village park and recreation site accessible.

- A. Objective: Design and develop a system of all-season, non-motorized pathways, trails, sidewalks, and bike paths linking Village neighborhoods with both Village and adjacent non-Village parks, greenways, pathways, recreation venues, schools, and commercial retail areas.
 - ✓ Working with County Parks and HCMA on regional trail connection and B2B Initiative
- B. Objective: Ensure that all parks and recreation assets are barrier-free and universally accessible.
 - ✓ Barrier free design was incorporated into Mill Creek Park Plan and DDA is providing funding to facilitate ADA access to Mill Creek Park via Jeffords Street.

IV. GOAL: (Environment) Make nature and healthy ecosystems an important characteristic of our Village.

- A. Objective: In designated Village natural areas, enhance and preserve healthy ecosystems for native plants, fish, and wildlife.
- B. Objective: In Village urban areas, enhance the natural feel of each park.
 - ✓ Mill Creek Park has been planned as a passive park with a natural feel.
- C. Objective: Advocate for the enhancement and preservation of natural features within and surrounding our Village.

V. GOAL: (Management) Use sound planning, financial, and operational management practices.

- A. Objective: Deliver on our stated goals and objectives.
- B. Objective: Ensure that our parks and recreation assets remain available for enjoyment, now and in the future.
- C. Objective: Foster smart and efficient management practices.
- D. Objective: Identify and utilize all available Village and non-Village funding resources to meet our goals.
 - ✓ Numerous funding sources were applied for in 2009.

VI. GOAL: (Community) Foster a community-wide sense of pride in and support for our parks and recreation program.

- A. Objective: Promote parks and recreation activities in the community and our broader service area.
- B. Objective: Provide and promote opportunities for individual citizens and community groups to influence the mission, priorities, management, and operations of the parks and recreation program.
 - ✓ Mill Creek Park Master Planning Process and Westside Connector Planning engaged many parties.
- C. Objective: Deliver superior service to citizens and others seeking our help.
- D. Objective: Develop an overall parks and recreation program that makes a positive contribution to the economic sustainability of the Village.
 - ✓ Ice Rink in 2009 helped promote downtown
- E. Objective: Develop and maintain parks and recreation assets that incorporate a high degree of aesthetic appeal.
- F. Objective: Develop and maintain park and recreation assets and recreation programs that meet current industry safety standards and, where standards do not exist, develop and maintain assets and programs with careful consideration for user or participant safety.

**VILLAGE OF DEXTER
PARKS AND RECREATION COMMISSION REGULAR MEETING
MEETING MINUTES
NOVEMBER 18, 2014**

The regular meeting of the Village of Dexter Parks and Recreation Commission was called to order at 7:05 pm at the Village Offices, 8123 Main Street.

ROLL CALL

Commissioners Present: Becky Murillo, Ellen Han, Katie Koch, and Donna Fisher

Other Present: Courtney Nicholls, Village Manager

APPROVAL OF THE MINUTES

Motion by Fisher, Seconded by Murillo to approve the minutes from October 30, 2014 as presented.

Motion Adopted

APPROVAL OF AGENDA

Motion by Fisher, Seconded by Koch to approve the agenda as presented.

Motion Adopted

REPORTS AND COMMUNICATION

Chair: Becky reported that she was contacted by a group that has formed to pursue the creation of a path from Chelsea to Scio Township. She will be meeting with the group and will provide further updates to the Commission.

Commissioners and Ex-Officio

5H – The initiatives for 2015 have been approved by the 5H Committee and will be send to the Wellness Foundation Board for approval. The plan includes a fitness class after the weekly Yoga in the Park and SRSLY Cinema which will coordinate the showing of outdoor movies. \$10,000 was put into the plan for the Edison Street play equipment.

Staff Report: The Commission reviewed the staff report. The Commission recommended that the Natural Resources Trust Fund Grant signage be placed along the river propped up on an angle, similar to the signs for the public art.

OLD BUSINESS

None

NEW BUSINESS

A. CONSIDERATION OF: 2015-2020 CIP Projects

Motion by Han, Seconded by Murillo to adopt the projects for the 2015-2020 CIP.

Motion Adopted Unanimously

B. DISCUSSION OF: PARK MAINTENANCE REQUESTS

A suggestion was made to increase the amount of signage for the ice rink to encourage people to remove snow completely off of the ice if they shovel and for staff to investigate whether access could be provided on both sides of the rink.

CITIZENS WISHING TO ADDRESS THE COMMISSION - None

ADJOURNMENT

Motion by Fisher, Seconded by Koch to adjourn at 7:56 p.m.

Courtney Nicholls
City Manager



**CITY OF DEXTER
PARKS AND RECREATION COMMISSION**

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614 • www.Dextermi.gov

MEMORANDUM

TO: Parks and Recreation Commission
FROM: Justin Breyer, Assistant to the City Manager
RE: REPORT
DATE: January 20, 2015

Parks and Recreation Commission Staff Liaison

I, Justin Breyer, was appointed the new Assistant to the City Manager on Monday, December 22, 2014 and began work on Monday, January 5, 2014. Moving forward, I will assume the role of Parks and Recreation Commission staff liaison. I will also be attending the January 20, 2015 meeting, and can be reached by e-mail at jbreyer@Dextermi.gov or by phone at (734) 426-8303 ext. 17.

Ice Rink

The ice rink in Monument Park opened January 6, 2015. Advertisements have been posted on the City's website, Facebook page, and in the City's kiosks. Lights for the ice rink were installed on January 14, along with signage asking the public to shovel snow completely off of the ice surface.

Parks and Recreation Master Plan Update

I have started working on the 2015-2020 Parks and Recreation Master Plan update. Currently, I am working on updating the document's format along with the non-actionable sections of the plan, which includes the "Community Description," "Administrative Structure," and "Recreation Inventory." I would like to discuss the status of this project, the public survey that the Parks and Recreation Commission conducted, and any other public input that has been received.

Edison Street Playground

As staff liaison to the Parks and Recreation Commission, I will also be responsible for coordinating the Edison Street Playground project moving forward. This project was previously discussed under the title "Lion's Park Play Equipment." I have spoken with Matt Pegouskie from the 5 Healthy Towns project and plan to meet with him, Becky Murillo, and Dan Schlaff on Wednesday, January 21. I would like to further discuss this project at the Commission meeting on January 20, 2015.

To be eligible for grant funding for the upcoming year, Parks and Recreation Master Plans must be submitted to the Michigan Department of Natural Resources ("MDNR") no later than March 1. I do not expect to be able to complete the planning process by the March 1, 2015 submittal deadline. There are currently no plans to apply for MDNR grant funding in 2015.

Professional Rain Garden Maintenance Services

City administration would like the Parks and Recreation Commission to consider going out to bid for professional rain garden maintenance services. This would entail monthly weeding of the City's rain gardens located along Jeffords Street. This would provide the City's seasonal landscape employees with more time to focus on weeding other areas of the path. We would like to seek out a company or individual who is knowledgeable about the specific types of plant life that belong in the rain garden.

Easter Eggstravaganza

Since April is right around the corner, I wanted to include a discussion of this event on the agenda for January 20. Last year the event was held on Saturday, April 19 and began at 8:30am.

Please feel free to contact me prior to the meeting with any questions, etc.

Thank you.