

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

***Tuesday, July 21, 2020 @ 7:00 PM***

**Zoom Meeting**

<https://zoom.us/j/96932311050>

**Dial-In Information**

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 969 3231 1050#

**A G E N D A**

**1. CALL TO ORDER**

**2. ROLL CALL**

Becky Murillo - Chair  
Scott Bell – Ex Officio  
Ronald Miller

Toni Henkemeyer – Vice Chair  
Anne Marques  
Joanne Wagner

Student Representatives: Adam Hauser      Nicholas Williamson

**3. APPROVAL OF THE MINUTES – JUNE 16, 2020**

**4. APPROVAL OF AGENDA**

**5. CITIZENS WISHING TO ADDRESS THE COMMISSION**

**6. REPORTS AND COMMUNICATION**

- A. Chair
  - a. Huron Waterloo Pathways Initiative
- B. Commissioners and Ex Officio
  - a. Tree Board
  - b. City Council
  - c. Art Selection Committee
  - d. Student Representatives
- C. Staff Report

**7. NEW BUSINESS**

- A. Discussion of: 2021 – 2026 Master Plan Update

**8. OLD BUSINESS**

- A. Discussion of: Park Maintenance Requests

**9. CITIZENS WISHING TO ADDRESS THE COMMISSION**

**10. PROPOSED BUSINESS FOR FUTURE MEETINGS**

**11. ADJOURNMENT**

**CITY OF DEXTER  
PARKS AND RECREATION COMMISSION REGULAR MEETING  
MEETING MINUTES  
JUNE 16, 2020**

The regular meeting of the City of Dexter Parks and Recreation Commission was called to order at 7:02pm via Zoom Meetings.

**ROLL CALL**

Commissioners Present: Henkemeyer, Bell, Marques, Miller, Wagner, and Murillo (arr. 7:23pm)

Commissioners Absent:

Student Representatives Present: Williamson, Hauser, and Walton

Student Representatives Absent: None

Others Present: Justin Breyer, City Clerk and Assistant to the City Manager

**APPROVAL OF THE MINUTES**

Motion by Bell; Seconded by Miller to approve the minutes from May 19, 2020 as presented.

Unanimous Voice Vote  
Motion Adopted

**APPROVAL OF AGENDA**

Motion by Miller; Seconded by Marques to approve the agenda as presented.

Unanimous Voice Vote  
Motion Adopted

**CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

**REPORTS AND COMMUNICATION**

**A. CHAIR**

None

**B. COMMISSIONERS AND EX-OFFICIO**

Tree Board – Cut down trees between Red Brick and Bakery and Encore-Dancer's Edge

City Council – Scott Bell reported that City Council held a special meeting and passed an Emergency Ordinance for additional outdoor space for businesses. There was discussion at the previous regular City Council meeting.

Art Selection Committee – None

Student Representatives – Discussion held on how to release the survey to the student population. Natalie Walton introduced herself. Interested in marine biology and how local government works.

### **C. STAFF REPORT**

Justin Breyer submitted his report per the packet. He provided the following updates:

- Discussed having the play structures power washed.

Nick Williamson discussed the playground video that was sent out in an e-mail. Joanne Wagner discussed paws for a cause. In working on the Mill Creek play structure, staff and the Commission may wish to engage interested persons in the Schools with some expertise, such as special needs teachers and re-engage with the Robotics Team. The group should also look into whether there are any grants for playground equipment, and reach out to Lions Club for sponsorship for playground.

### **NEW BUSINESS**

#### **A. DISCUSSION OF: 2021-2026 MASTER PLAN UPDATE**

The Parks and Recreation Commission reviewed the Parks and Recreation Master Plan Goals and Objectives section. The Commission also discussed options for hosting an online public input session.

### **OLD BUSINESS**

None

### **PARKS MAINTENANCE REQUESTS**

- Weeds at the amphitheater

### **CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

### **PROPOSED BUSINESS FOR FUTURE MEETINGS**

- Master Plan Update

### **ADJOURNMENT**

Motion by Henkemeyer, Seconded by Murillo adjourn the meeting at 8:24pm.

Unanimous Voice Vote  
Motion Adopted

Justin Breyer  
City Clerk and Assistant to the City Manager

## STAFF REPORT

**To:** Parks and Recreation Commission

**From:** Justin Breyer, Assistant to the City Manager/Clerk

**Date:** July 17, 2020

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### **Mill Creek Park Phase 2**

Mill Creek Park Trail Phase 2 contractor, LJ Construction began work on the trail construction the week of May 11, 2020. The contractor has continued to make progress on the trail, and are estimating project completion by August 15, 2020.

### **Playground Wood Chips**

The City's contractor, Superior Groundcover installed mulch at the City's playgrounds the week of July 13<sup>th</sup>.

### **Playground Washing**

The City's contractor, GreenTech Softwash performed a cleaning of the City's playgrounds the week of July 6<sup>th</sup>. GreenTech Softwash is the same company that performed a cleaning of the Monument Park Gazebo roof.

### **Bicycle Station**

Representatives of the Ann Arbor Bicycle Touring Society reached out about installing a new and different air pump attachment to the bicycle repair station in Mill Creek Park. Staff responded to the AABTS to see if they would be willing to donate the attachment.

## **Elections**

On August 4<sup>th</sup> a primary election will be held for all positions other than President. To date, the City has received over 1,400 absentee ballot requests for the August Election. This is a significant increase in the number of absentee ballots over past elections. The 2020 General Election will be held on Tuesday, November 3<sup>rd</sup>.

## **Sculptures**

The last temporary sculpture has been installed between the Mill Creek Park stairs and the Library. The current temporary sculptures will be in place through May 2021.



**To:** Parks and Recreation Commission

**From:** Justin Breyer, Assistant to the City Manager/Clerk

**Re:** Discussion of: Parks and Recreation Master Plan

**Date:** July 17, 2020

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As discussed at previous meetings, the 2016- 2021 Parks and Recreation Master Plan is coming due for an update with the Plan expiring on December 31, 2021. In order to have full overlap of current approved plans, the 2021-2026 Plan will need to be submitted to the MDNR by February 1, 2021. In turn, work on updating the plan will need to begin in 2020. Staff has provided a draft timeline of work for the 2021-2026 update.

Staff has released the public survey via the E-Mail Update, Facebook, and the City's website. To date, we have received 116 responses. Attached is a summary of the survey results to date.

The Commission may wish to discuss:

Second form of public Input:

1. Zoom Polling – good when poll is created beforehand
  - Cannot create poll/questions during meeting/live
2. Strawpoll.me
  - Good for creating survey questions “on the fly”
3. Poll-maker.com
  - Can make questions “on the fly,” but cannot see live results like Strawpoll

#### **Submittal Requirements as of November 2019**

- Two forms of public input
- Plan submitted to State by February 1<sup>st</sup> of the year applying. This is a change from 2016 where the application deadline was March 1<sup>st</sup>.
- Draft Plan must be available for 30-days for public review and comment, then hold a well-publicized public hearing
- Resolution by the Parks and Recreation Commission must come after the 30-day review period and before adoption by City Council

#### **Updated Draft Timeline**

- January – April 2020: Administrative and Commission Review of Existing Plan
- May – July 2020: Public Input
- September 15, 2020: Parks and Recreation Commission Reviews Draft Plan and Approves the Start of Public Review and Comment Period
- October 1, 2020: Start of Public Review and Comment Period
- October 20, 2020: Parks and Recreation Commission Recommends that City Council Set a Public Hearing Date
- November 1, 2020: Completion of Public Review and Comment Period
- November 16, 2020: City Council Adopts Date for Public Hearing

- November 17, 2020: Parks and Recreation Commission Adopts Resolution and Recommends Plan Adoption to City Council
- December 14, 2020: City Council Public Hearing and Plan Adoption