



Tuscola County Parks & Recreation Commission

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Nancy Barrios, Chair
Jerry Peterson, Vice Chair

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December 1, 2020 APPROVED - Meeting Minutes

The Tuscola County Parks and Recreation Committee Virtual meeting was called to order at 2:32 pm, by Chairperson Barrios.

Roll Call: Commissioner Kim Vaughn - present, Terri Eden - present, Steve Erickson – present, Bob Mantey – present, Julie Matuszak – present, Robert McKay – present and Nancy Barrios – present
A Quorum is present.

Members Absent: Cindy Kappa and Gerald Peterson

Also Present: Michael Miller – Director of Buildings and Grounds and Pam Shook – Vanderbilt Park Site Host

OLD BUSINESS ITEMS FOR DISCUSSION:

Motion by **Commissioner Kim Vaughn** supported by **Julie Matuszak** to approve the October 6, 2020 Parks and Recreation Committee Meeting Minutes as presented, which included non-camper dump station use fees, off season trailer storage/use fees and an off-season storage agreement form.

Roll call: Commissioner Vaughn – yes, Terri Lynn Eden – yes, Julie Matuszak – yes, Bob Mantey – yes, Robert McKay – yes, Steve Erickson – yes and Nancy Barrios - yes Motion carried unanimously.

Member Robert McKay requested that the 2021 Parks and Recreation meeting schedule be revisited. He indicates the need to maintain a monthly meeting for budgeting purposes and having the ability to cancel unnecessary meetings as needed. He also stated it is more productive to hold only one meeting at the Park site as the drive to the Park reduces Parks and Recreation Committee member participation. Chairperson Barrios felt holding summer meetings at the Park is important to its operational integrity, as that is the only contact many on the Park Board have with the Park.

Motion by **Robert McKay** supported by **Commissioner Kim Vaughn** to revise the 2021 Tuscola County Parks and Recreation Meeting Schedule returning to a monthly meeting on the 1st Tuesday of the month at 2:30 pm with one summer site visit to Vanderbilt Park which will be at 3:30 pm.

Roll call vote: Commissioner Vaughn – yes, Terry Eden – yes, Julie Matuszak – yes, Bob Mantey – yes, Robert McKay – yes, Steve Erickson - yes and Nancy Barrios – no Motion carried.

Chairperson Barrios indicated that she brought up the need for an updated Vanderbilt Park Survey at both the October and November 2020 County Commissioner’s meetings. Commissioners agreed Park property boundaries must be clarified for future projects to be initiated. This topic will be addressed by County Commissioners in the near future.

NEW BUSINESS ITEMS FOR DISCUSSION:

Motion by Commissioner Kim Vaughn support by Terri Lynn Eden to authorize Steve Erickson to serve as the Tuscola County Parks and Recreation representative on the CISMA Partnership form document and to attend quarterly meetings. Steve will update the Parks and Recreation Committee on any pending projects or informational updates.

Roll call vote: Commissioner Vaughn – yes, Terry Eden – yes, Julie Matuszak – yes, Bob Mantey – yes, Robert McKay – yes, Steve Erickson - yes and Nancy Barrios – yes Motion carried unanimously.

Motion by Steve Erickson support by Robert McKay to apply for a DNR Permit to mow a path approximately 10 ft wide by a length to be determined along the DNR property which borders Vanderbilt Park.

Roll call vote: Commissioner Vaughn – yes, Terry Eden – yes, Julie Matuszak – yes, Bob Mantey – yes, Robert McKay – yes, Steve Erickson - yes and Nancy Barrios – yes Motion carried unanimously.

Discussion relative to the Tuscola County Parks and Recreation Budget. Commissioner Vaughn will take up the matter regarding the Parks and Recreation Board having more autonomy, authority, input and managing control over the Parks and Recreation budget.

Discussed the need to update the Parks and Recreation Information on the County website. Pam Shook stated she met with Renee and they did not feel there was a need to change anything. After further discussion it was decided that Terri Lynn Eden would provide the IT department with new Dump station fees and any other pertinent information that might need to be added on the website.

Discussed replacement of the old Park barrier posts which are rotten and in disrepair. Chairperson Barrios indicated she had an estimate of approximately \$2800 (Home Depot) for 150 feet of cedar double rail fencing (materials only). However, the estimate did not include installation costs and because of the \$2000 project limitation - bids will be required for this type of purchase. In addition, County Commissioners did not want to move forward with replacing any fencing until the Park Survey is properly updated. The possibility of having volunteers install the fence was discussed. Mike Miller indicated that he believed if a group affiliated with the Tuscola County Parks and Rec Committee was interested in installing the fencing it would be allowed by our insurance carrier. Mike would double check to make certain. The biggest issue is removing the existing embedded posts so fencing can be installed. This entire project will be re-evaluated at a future date.

Topic: Replacing “weathered” Vanderbilt Park entrance signs, adding “no thru-traffic” and “pedestrian” signs – and removing ungrouted flower beds and replacing area with mulch to reduce maintenance requirements. To be discussed at a future meeting.

Chairperson Barrios indicated that County Commissioner’s had approved the expenditure of \$1500 up to a maximum of \$3000 for costs associated with permits and other related fees associated with CISMA spraying approximately 2 acres of phragmites at the Vanderbilt Park site.

Motion by Commissioner Kim Vaughn supported by Terry Lynn Eden to participate in the CISMA project understanding that our financial parameters approved at the November 25th County Commissioner’s meeting are \$1500 and not to exceed \$3000 for permits and associated fees related to the phragmites project.

Roll call vote: Commissioner Vaughn – yes, Terry Eden – yes, Julie Matuszak – yes, Bob Mantey – yes, Robert McKay – yes, Steve Erickson - yes and Nancy Barrios – yes Motion carried unanimously.

Discussed a potential future Boardwalk/kayak launch site. Jim Beaudoin a sales representative of E-Z Docks (a subsidiary of Caro’s Great Lakes Lift) met with Chairperson Barrios, and in Mike Miller’s absence, Steve Erickson and Pam Shook – Vanderbilt Park Site Host met at the Vanderbilt Park site. The E-Z Dock product would work in our location and the site best suited is one pointed out by Mike Miller which is located midway along the Park boundary at the water’s edge. The boardwalk could have elevated edges to keep wheelchair bound guests from rolling off and could extend into the lake over the rough overgrowth. Permits would be required. An engineering site plan would need to be prepared (Spicer Engineering – Saginaw?) to get a detailed plan and complete cost. However, a rough estimate for a 6 foot by 10-foot segment would run approximately \$1600 plus the cost of the “platform legs”. Installation would be coordinated through the EZ Dock salesperson and a rough estimate of the total installation cost was ventured to be 20% of the actual boardwalk project cost. A more specific and complete cost estimate would require a completed site plan and schematic drawing. EZ Docks were installed at the Frankenmuth Heritage Park site along the Cass River, in Bay City and Flint area parks and they are also working with the City of Vassar on a new kayak launch unit. It would be nice to support a local business (Great Lakes Lift – Caro) if this project is pursued in the future.

Discussed the possibility of initiating a simple Tuscola County Parks and Recreation Annual Report for presentation to County Commissioners. There was interest expressed at the last County Commissioners meeting to hear from Pam Shook about the use and activity at the Park. Pam indicated she does not track park fees, and that their totals are already available to Commissioner’s on the monthly budget reports. The Chair suggested having a simple one-page year-end summary including photo updates on completed projects or updates on projects planned for the coming year which may be beneficial for the Commissioner’s review. No specific action was taken.

Terri Lynn Eden had an update on a conceptual Park Brochure and County Recreation Promotional Project “Tuscola Outdoors – Love Where You Live” which she has investigated and planned to discuss with Parks and Recreation Committee members, however the item was unfortunately overlooked and will need to be addressed at the January meeting. In addition to highlighting Tuscola County’s Vanderbilt Park and County Community Parks and Recreational assets, it would also include sites such as Thumb Octagon Barn, Tuscola County Farmers Market, Petroglyphs State Park, Cass River Watertrail, Thumb Quilt Trail, DNR hunting and other local area points of recreational interest.

POTENTIAL FUTURE AGENDA ITEMS:

Note: Many of the items listed below will not be able to be addressed until a revised/corrected Survey of the Park property is authorized and completed.

All projects must be approved in advance by County Commissioners.

- 1) Tuscola County Parks and Recreation Master Plan Update - capital improvements list.**
- 2) Procedural steps: Site Plan, Layout, design, costs for canoe-kayak launch site along Cass River adjacent to Chambers Rd. (Chairperson Barrios indicated she has the Cass River Watertrail signage design specs and the approximate sign cost was \$3,000 plus installation. This cost will need to be included in the financial portion of the project if the site is to be included in Upper Cass River Watertrail expansion efforts.**
- 3) Discuss Park area ditch cleaning**

- 4) Discuss need for "check valve" installation to limit ditch water from flooding volleyball and surrounding ground area
- 5) Discuss need to cut low-lying branches and dead trees in park
- 6) Discuss lighting - Installation of LED and removal of unused/unhooked pole on water's edge.
- 7) Discuss Park Operational Structure - Current fees and operation are structured for year around services -
- 8) Pursue grant opportunities consistent with, interests, goals, and objectives of the Tuscola County Parks and Recreation Commission
- 9) Bicycle route expansion: (Designating W. Saginaw Road between City of Vassar and Village of Mayville as "Trans-Tuscola Bike Route" as well as other portions of roadway such as M-15 westerly from City of Vassar to Tuscola – Saginaw county line to be similarly designated)

At the conclusion of the meeting Chairperson Barrios announced that due to health reasons, she would not be seeking re-appointment. After a brief discussion it was decided that the selection of a new Chairperson be addressed at the January 2021 meeting, and that Vice Chairman Gerry Peterson should facilitate the January meeting in accordance with his position as Vice Chair.

Motion by Steve Erickson support by Commissioner Kim Vaughn to adjourn the meeting at 3:24 pm.

Roll call vote: Commissioner Vaughn – yes, Terry Eden – yes, Julie Matuszak – yes, Bob Mantey – yes, Robert McKay – yes, Steve Erickson - yes and Nancy Barrios – yes Motion carried unanimously.