



PARKS AND RECREATION COMMISSION

February 13, 2017

A meeting of the City of Petoskey Parks and Recreation Commission was held in the City Hall Parkside Room, Petoskey, Michigan, on Monday, February 13, 2017. Roll was called at 7:00 P.M. and the following were:

Present: Roy Pulaski, Chairperson
Amy McMullen, Vice Chairperson
William Hansen, Jr.
Mike Morey
Paul Schemanski
Ken Turk
Sharon Walker

Staff: Al Hansen, Parks and Recreation Director

Others Present: Reg Smith, Stafford's Perry Hotel

Minutes Approved

Minutes of the Monday, January 9, 2017 meeting were read and approved. Motion for approval was made by Ken Turk, seconded by Michael Morey, with all members present voting aye.

YEAS: Hansen, McMullen, Morey, Pulaski, Schemanski, Turk, Walker (7)

NAYS: (0)

Notification and Appointment of Commission Members

Commission members were informed that Sharon Walker was appointed to a two year term on the Parks and Recreation Commission and that Michael Morey and Ken Turk were reappointed for their positions. All appointments are a two year term ending in January 2019.

Public Hearing – Pennsylvania Park Restrooms

At 7:02 P.M., Commissioner Pulaski opened a public hearing to receive comment on a proposed application to the Land and Water Conservation Fund for the funding of a restroom facility at Pennsylvania Park.

The Director reviewed a PowerPoint presentation describing the project which has an estimated project cost of \$300,000 and stated that the City was requesting \$150,000 in funding from the Land and Water Conservation Fund, administered by the Department of Natural Resources Grants Management Unit.

The Director gave details on the project size, conditions of the existing restrooms and the proposed new restroom facilities.

At this time, Commissioner Pulaski read aloud the attached letter from Jennifer Shorter, dated Monday, February 13, 2017, regarding her support and the need for the updated restroom facility at Pennsylvania Park.

At this time, comments were received from Reg Smith, member of the Downtown Management Board and a downtown business owner of Stafford's Perry Hotel. Mr. Smith informed commission members that; the restrooms located at Pennsylvania Park, attached to the Chamber of Commerce, have been of an insufficient size to service the user base of the park within the Central Business District, the restrooms were built in 1981 and were not designed to handle the current pressure put on them by the general public, and that they are in desperate need of expansion and replacement. He further stated that the restrooms are pretty generic, the finishes are plain and do not meet the standards of the rest of the facilities built within the City of Petoskey and they reflect poorly on our central park area in the downtown. Mr. Smith was in support of the Land and Water Conservation Fund grant application, however, he voiced his disappointment in the fact that City Council chose not to move forward with the construction of these restrooms independent of the grant so that they could be completed in the fall of 2017 rather than be pushed out for at least another year before they would be available for use or be reconstructed and he requested that the Parks and Recreation Commission at least recommend to City Council that they support the grant application and submission but that he hoped that they would consider to search for other funding mechanisms to complete the restroom without grant assistance so that construction could start by 2017 with the understanding that the City would then withdraw the grant request.

At this time, there being no further comment, the public hearing was closed.

Public Hearing – Waterways Infrastructure Grant Application

At 7:27 P.M., Commissioner Pulaski opened a public hearing to receive comments on a proposed Waterways Infrastructure Grant for electrical upgrades at the Petoskey Municipal Marina.

The Director informed commission members that staff had been directed to submit a grant application to the Michigan Department of Natural Resources for electrical upgrades at the Petoskey Marina and that the funding mechanism would be a Michigan Waterways Infrastructure Grant in the amount of \$188,830, with the grant funding \$99,415 of the proposed electrical improvements and the balance of \$99,415 being funded by the Marina Reserve Fund.

The Director further explained that as part of the decking project on Pier B in 2016, electrical upgrades were required to bring the electrical systems on the docks in compliance with existing National Electric Code requirements, specifically 2014 rules requiring ground fault protection devices to prevent accidental electrical shock hazards from being transferred to the water in and around the marina docks. During this time it was noted that Piers A, C and D were also constructed under the older codes and had similar issues but technically were allowed to operate unless dock upgrades trigger code compliance. The City, however, being proactive felt it was prudent to upgrade these piers to bring them into compliance with current and proposed 2017 National Electric Code requirements. These electrical upgrades will include main distribution panels, branch circuit and power pedestal outlets protected by ground fault monitors and shunt trip breakers, and ground fault interrupter circuit breakers, as well as all junction boxes will be inspected and waterproof connections will be replaced and all taps will be waterproofed using

approved mastics and tape. Piers A and D will also require the replacement of the power pedestals because they cannot be retrofitted to receive the required ground fault protection breakers. Pier C power pedestals will not need to be replaced, however, the breakers will be replaced in these units with GFIC breakers to bring them into compliance.

If successful, it is anticipated that this work could begin in 2018 to bring Piers A, C and D into compliance with current and proposed codes.

At this time, the public hearing was opened for public comment and questions.

There being no public comments or questions, Commissioner Pulaski closed the public hearing.

Land and Water Conservation Fund Application Endorsed

The Parks and Recreation Commission, after hearing comments of a public hearing regarding the Pennsylvania Park Restroom Project which has a total project cost of \$300,000, considered adopting a resolution requesting that City Council authorize Robert Straebel as the project administrator and requested council to consider authorizing the submittal of the Land and Water Conservation Fund Application to the Michigan Department of Natural Resources for 50% of the proposed project, which is \$150,000.

At this time, Commissioner McMullen made a motion, seconded by Mike Morey, that the proposed resolution be adopted and that the Parks and Recreation Commission, acting as appointed officials, request that City Council adopt a resolution to authorize Robert Straebel, City Manager, or his designee to serve as the City's representative for the project authorizing the submission of an application and request to the Michigan Department of Natural Resources for the construction of a new restroom facility at Pennsylvania Park to be funded by a Land and Water Conservation Grant in the amount of \$150,000, with all members present voted aye.

YEAS: Hansen, McMullen, Morey, Pulaski, Schemanski, Turk, Walker (7)

NAYS: (0)

At this time the Director informed commission members that a formal resolution would be presented to City Council at its March meeting.

Waterways Infrastructure Grant Application Endorsed

The Parks and Recreation Commission, after hearing comments of a public hearing regarding the Petoskey Municipal Marina Electrical Upgrade to Piers A, C and D which has a total project cost of \$198,830, considered adopting a resolution requesting that City Council consider authorizing the submittal of a Waterways Grant Program Application to the Michigan Department of Natural Resources requesting funding for 50% of the proposed project, which is \$99,415.

At this time, Commissioner Ken Turk made a motion, seconded by Mike Morey, that the proposed resolution be adopted and that the Parks and Recreation Commission, acting as appointed officials, request that City Council consider the adoption a resolution authorizing Robert Straebel, City Manager, or his designee to serve as the City's representative for the Petoskey Municipal Marina Electrical Upgrade Project, authorize submission of the Waterways Infrastructure Grant Application to the Michigan Department of Natural Resources requesting funding consideration for this project in the amount of \$99,415 and agree to provide a project match for \$99,415, with all members present voted aye.

YEAS: Hansen, McMullen, Morey, Pulaski, Schemanski, Turk, Walker (7)
NAYS: (0)

At this time the Director informed commission members that the resolution would be presented to City Council at its March meeting.

Winter Sports Park Update/Carnival

Commission members were informed that the Petoskey Winter Carnival was scheduled for February 18, 2017. A Winter Carnival flyer was provided to commission members showing the scheduled events and carnival sponsors. Commissioners were also informed that the Downtown Management Board had also scheduled activities over the three day weekend in the downtown area in and around Pennsylvania Park.

At this time, Commissioner Morey mentioned that he would be available to help with the timing of the bump jump race being held on Saturday at the Winter Carnival.

New Director Hired

The Director informed commission members that Kendall Klinglesmith, who currently works for the City of Portage, has accepted the position of Parks and Recreation Director for the City of Petoskey and that he plans to start on Monday, March 13, 2017 and that the Director will work with Mr. Klinglesmith between March 13th and March 31st to acclimate him to his new position.

The Director further informed them that it is hoped that Mr. Klinglesmith will be able to attend the March 13th meeting of the Petoskey Parks and Recreation Commission so that he could be formally introduced to the commission prior to taking over full-time duties as Parks and Recreation Director.

Miscellaneous

At this time, Commissioner Shemanski asked if the trails had been set at the high school complex for cross country skiing. The director advised that there had been several attempts to set trails up at the facility, however, weather conditions have not been ideal for maintaining the cross country ski track due to melting and drifting snows.

At this time, Commissioner McMullen stated that she had been skiing the trail system at the high school and that it can be skied but you have to work around some thin spots on the snow along the trail.

The Director advised that the Parks and Recreation Department was setting trails at the River Road Sports Complex and anticipated setting trails again this week, if weather conditions allow.

ADJOURNMENT

There being no further business to come before the Parks and Recreation Commission, the meeting was adjourned at 8:40 P.M. Motion for adjournment was made by William Hansen, Jr., seconded by Mike Morey, with all members present voting aye.

YEAS: Hansen, McMullen, Morey, Pulaski, Schemanski, Turk, Walker (7)
NAYS: (0)

The next scheduled meeting of the Parks and Recreation Commission will be held at 7:00 P.M. on Monday, March 13, 2017 at the City Hall Parkside Room.

A handwritten signature in blue ink, appearing to read "Allen L. Hansen", is written over a horizontal line. The signature is fluid and cursive.

Allen L. Hansen
Director of Parks and Recreation