

# OWOSSO

## *Parks & Recreation Commission*



Regular Meeting  
6:00pm Monday, August 25, 2014  
City Council Chambers  
Owosso City Hall



## MEMORANDUM

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301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

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DATE: August 20, 2014

TO: Chairman Espich and the Owosso Parks and Recreation Commission

FROM: Susan Montenegro

RE: Parks & Recreation Commission Meeting: August 25, 2014

The Parks & Recreation Commission shall convene at **6:00pm on Monday, August 25, 2014** in the city council chambers of city hall. This is a regular meeting, and there will be a planning commission meeting following this meeting at 7:00 p.m.

Items to be discussed at this meeting are:

1. Park hours – Kevin Lenkart
2. Trail maintenance at Collamer Park (Kiwanis trail)
3. Community Garden waivers
4. Ice Rink update
5. Sledding Hill safety concerns at Holman Grove

If you have any other updates or new information before the meeting, please send it along to myself and the commission. You can call me on my cell phone at 989.890.1394 or email me at [susan.montenegro@ci.owosso.mi.us](mailto:susan.montenegro@ci.owosso.mi.us) with any questions or concerns you may have.

**Please RSVP! See you on the 25th!**

**AGENDA**  
**Parks & Recreation Commission**  
Monday, August 25, 2014--6:00 PM  
City Hall Council Chambers  
301 West Main Street  
Owosso, MI 48867

**Call to order:**

**Pledge of Allegiance:**

**Roll call:**

**Approval of agenda:** August 25, 2014

**Approval of minutes:** July 28, 2014

**Public comments:**

**Communications:**

1. Staff memorandum
2. July 28, 2014 minutes

**Business:**

1. Park hours – Kevin Lenkart
2. Trail maintenance at Collamer Park (Kiwanis trail)
3. Community Garden waivers
4. Ice Rink update
5. Sledding Hill safety concerns at Holman Grove

**Discussion:**

**Public comments:**

**Adjournment:** Next meeting will be Monday, September 22, 2014

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/ hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso website is: [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us)

**Minutes**  
**Regular Meeting of the Parks & Recreation Commission**  
**Council Chambers, City Hall**  
**July 28, 2014 – 6 p.m.**

**Call to order:** The meeting was called to order at 6:02 p.m. by Chairman Espich.

**Pledge of Allegiance:** The Pledge of Allegiance was recited by all in attendance.

**Roll Call:** Taken by Recording Secretary Marty Stinson.

**Members Present:** Chairman Michael Espich; Vice-Chairman Jeff Selbig; Commissioners Nikki Hathaway and Kristen Woodbury.

**Members Absent:** Commissioner Tim Alderman.

**Others Present:** Ms. Susan Montenegro, Assistant City Manager and Director of Community Development.

**Approve Agenda for July 28, 2014 meeting:**

A motion to approve the agenda for July 28, 2014 meeting was made by Commissioner Hathaway and supported by Commissioner Woodbury.

Ayes: all. Motion carried.

**Approve Minutes from June 23, 2014 meeting:**

A motion to approve the minutes from the June 23, 2014 meeting was made by Commissioner Woodbury and supported by Commissioner Selbig.

Ayes: all. Motion carried.

**Public Comments:** None

**Board Comments:**

Chairman Espich said the river clean up was nice.

Ms. Susan Montenegro, Assistant City Manager and Director of Community Development, was asked by Chairman Espich about the skate park and said she would check into that.

**Communications:**

1. Staff memorandum
2. June 23, 2014 minutes

**Business:**

**1. Ice Rink Update**

Chairman Espich noted that he and Mark Sedlak are still looking for a time to measure the tennis courts to see how big of an ice rink they can fit into the tennis courts. They may have an extra \$1,000 so they could get a larger rink.

Ms. Montenegro asked for Mark Mitchell, the Public Works Superintendent, where the rink is going to be stored off season. She asked about the swimming pool building. Chairman Espich said it was a fork lift

item when folded up. Discussion about a second skating rink where the Holman pool was; maybe install a cement pad there with the possibility of locking the rink at night.

## **2. Sledding Hill Safety Concerns at Holman Grove**

Ms. Montenegro mentioned the railroad tie steps are crooked and the top of the hill is too small making it crowded when the people are gathering there. There are trees at the bottom with hay bales there last year. It was suggested to adjust the stairs, connect a rope beside the stairs or make a hand railing. It was also suggested to make a smaller slope halfway up and go west for younger kids.

## **3. Park Hours – in Park Rules and Regulations – Should it be an Ordinance?**

Chairman Espich has spoken with Public Safety Director Lenkart. He is unable to enforce rules that are not a specific ordinance with specific hours. Police are unable to remove people from the parks at a specific time. Discussion of various parks and various hours. Chief Lenkart is to be invited to the next meeting to continue this discussion.

## **4. Volunteers Helping at the Dog Park and Around Town**

Ms. Montenegro stated church and youth groups have worked around the community and at the Bark Park. There is also a realtor community that has asked to volunteer and is looking for suggestions on a project.

## **5. Trail Maintenance at Collamer Park (Kiwanis Trail)**

Ms. Montenegro noted that the gentleman who voluntarily maintained the trails is no longer able to. It was suggested the morning Kiwanis or the Boy Scouts adopt the trails. Ms. Montenegro will contact both groups.

## **6. Handicap / Wheelchair Swings**

Chairman Espich noted on social media a discussion about handicap / wheelchair swings. Ms. Montenegro printed off some suggestions, but no one has followed up with her. She will check her e-mails, and with RESD about their wheelchair swing.

## **7. Vandalism at Various Parks – Volunteer Group – Community Involvement**

Chairman Espich attended a meeting with the Mayor and several others regarding the vandalism at the parks. They have decided to keep the bathrooms open during the day and some volunteers are closing them at night. Ms. Montenegro suggested a community volunteer watch may help and deter the vandalism. Chairman Espich suggested more people should call the non-emergency sheriff's department phone number when they see something occurring. Maybe this commission should write a letter to the editor. Ms. Montenegro read some suggestions from an article she included from the packet – stainless steel sinks instead of ceramic; dispensers in the wall, web-based cameras. Chairman Espich said that Chief Lenkart stated that Central Dispatch has too much to do than to watch cameras from the parks. Chairman Espich said that as long as Chief Lenkart was invited to the next meeting on another matter, maybe he could speak on this issue also.

### **Discussion:**

#### **1. Promoting Active Communities. Submitted on July 15 – Should receive a Bronze Award, Will find out in the Fall.**

Ms. Montenegro noted that the assessment has already been turned in. There is no grant money; this is just to show Owosso is a walkable town and to promote activities.

#### **2. [www.activeshiawassee.com](http://www.activeshiawassee.com) is up and running thanks to the hard work and dedication of**

**three Owosso Fellows, Mary Shi, Chloe Larkin and Courtney Crawford, through the Cook Family Foundation. Check the site out!**

Ms. Montenegro explained that [www.activeshiawassee.com](http://www.activeshiawassee.com) promotes an active life style in Owosso and other communities and has a Facebook page.

**Public / Board Comments:** None

**Adjournment:**

A motion to adjourn the meeting was made by Commissioner Selbig and was supported by Commissioner Woodbury. The meeting adjourned at 6:53 p.m.

**Ayes: all. Motion carried.**

mms

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Susan Montenegro, Secretary

## Owosso Community Garden Individual Waiver

Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Assigned to Plot # \_\_\_\_\_

### **As a gardener within the Owosso Community Garden located within Collamer Park, I agree to the following:**

I will begin planting on or before June 1st and keep my plot planted and maintained throughout the growing season.

I will clean up my plot by November 1st. If I must abandon my plot I will, in writing, notify the city of Owosso (Office of the City Clerk, 301 W. Main Street, Owosso, MI 48867).  
[Amy.Kirkland@ci.owosso.mi.us](mailto:Amy.Kirkland@ci.owosso.mi.us).

I will keep weeds in my area under control. I understand that if my plot becomes neglected, I will be given two weeks' notice to clean it up. If not cleaned up after two weeks' notice, the plot will be reassigned or tilled in.

I will keep trash and litter from my plot area, as well as the garden in general.

I will plant tall crops where they will not shade neighboring plots.

I will pick only my own crops unless given permission by other plot owner.

I will NOT use synthetic fertilizers, pesticides, insecticides, or herbicides, nor any product that would affect other plots.

I will NOT grow invasive or illegal plants.

I will NOT bring pets into the garden.

I understand that the city of Owosso is not responsible for my actions.

I THEREFORE AGREE TO HOLD HARMLESS THE CITY OF OWOSSO FOR ANY LIABILITY, DAMAGE, LOSS OR CLAIM THAT OCCURS IN CONNECTION WITH THE USE OF THE GARDEN BY ME OR MY GUESTS.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return this signed and dated Agreement to:

Office of the City Clerk  
301 W. Main Street  
Owosso, MI 48867  
[Amy.Kirkland@ci.owosso.mi.us](mailto:Amy.Kirkland@ci.owosso.mi.us)