

CITY OF SWARTZ CREEK
Park and Recreation Advisory Board
Tuesday, March 19, 2024, 5:30 P.M.
City Council Chambers, 8083 Civic Drive
Agenda

1. CALL TO ORDER:
2. ROLL CALL: James Barclay, Edmund Bosas, Samantha Fountain, Mark Gonyea, George Hicks, Walt Melen, Connie Olger, Trudy Plumb, Angela Ritter
3. APPROVAL OF AGENDA:
4. APPROVAL OF MINUTES :
5. MEETING OPEN TO PUBLIC:
6. COMMUNICATIONS TO BOARD:
 - A. February 20, 2023 Minutes
 - B. Staff Letter
 - C. Sapling Purchase Guide
 - D. Park Plan Excerpts
 - E. Otterburn Park Development Plan
 - F.
7. REPORTS:
 - A. DPW Director & City Manager
 - B.
8. BUSINESS:
 - A. Officer Selection
 - B. Spring Tree Planting
 - C. Abrams Park Bathrooms
 - D. 2024 Priorities
 - E. Slip and Slide
 - F.
9. MEETING OPEN TO PUBLIC:
10. BOARD MEMBER COMMENTS:
11. ADJOURNMENT:

**CITY OF SWARTZ CREEK
VIRTUAL PARK AND RECREATION ADVISORY BOARD
ACCESS INSTRUCTIONS
TUESDAY, MARCH 19, 2024 5:30 P.M.**

The **March 19, 2024 Park Board meeting** will commence at 5:30 p.m. This meeting will be conducted in-person and virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 and rules promulgated by the Michigan Department of Health and Human Services.

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain the notice in alternate formats, please contact Renee Kraft, 810-429-2766 48 hours prior to meeting,

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID** number (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provide below. The details include a link to **“Join via computer”** as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (DMTF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View participant list-opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” show the active speaker.

Renee Kraft is inviting you to a scheduled Zoom meeting.

Topic: City of Swartz Creek Park & Recreation Board Meeting

Time: March 19, 2024 05:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83096401128>

Meeting ID: 830 9640 1128

One tap mobile

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Dial by your location

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Meeting ID: 830 9640 1128

Find your local number: <https://us02web.zoom.us/j/83096401128>

If you have any further questions or concern, please contact 810-429-2766 or email rkraft@cityofswartzcreek.org. A copy of this notice will be posted at City Hall, 8083 Civic Drive, Swartz Creek, Michigan.

**CITY OF SWARTZ CREEK
VIRTUAL (ELECTRONIC) MEETING RULES AND PROCEDURES**

In order to conduct an effective, open, accessible, and professional meeting, the following protocols shall apply. These protocols are derived from the standard practices of Swartz Creek public meetings, Roberts Rules of Order, and city board & commission procedures. These procedures are adopted to govern participation by staff, councilpersons and members of the public in all City meetings held electronically pursuant to PA 228 of 2020. Note that these protocols do not replace or eliminate established procedures or practices. Their purpose is to augment standing expectations so that practices can be adapted to a virtual meeting format.

The following shall apply to virtual meetings of the city’s public bodies that are held in accordance with the Open Meetings Act.

1. Meetings of the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Park Board, or committees thereunder may meet electronically or permit electronic participation in such meetings insofar as (1) the Michigan Department of Health and Human Services restricts the number of persons who can gather indoors due to the COVID-19 pandemic; (2) persons have an illness, injury, disability or other health-related condition that poses a risk to the personal health or safety of members of the public or the public body if they were to participate in person; or (3) there is in place a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or other person authorized to declare a state of emergency or disaster.
2. All meetings held hereunder must provide for two-way communication so that members of the public body can hear and respond to members of the general public, and vice versa.
3. Members of the public body who participate remotely must announce at the outset of the meeting that he/she is in fact attending the meeting remotely and by further identifying the specific physical location (by county, township, village and state) where he/she is located. The meeting minutes must include this information.
4. Notice of any meeting held electronically must be posted at the City Offices at least 18 hours before the meeting begins and must clearly explain the following:
 - (a) why the public body is meeting electronically;
 - (b) how members of the public may participate in the meeting electronically, including the specific telephone number, internet address or similar log-in information needed to participate in the meeting;

- (c) how members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting;
 - (d) how persons with disabilities may participate in the meeting.
5. The notice identified above must also be posted on the City's website homepage or on a separate webpage dedicated to public notices for non-regularly scheduled or electronic public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes the meeting's purpose.
 6. The City must also post on the City website an agenda of the meeting at least 2 hours before the meeting begins.
 7. Members of the public may offer comment only when the Chair recognizes them and under rules established by the City.
 8. Members of the public who participate in a meeting held electronically may be excluded from participation in a closed session that is convened and held in compliance with the Open Meetings Act.

MAINTAINING ORDER

Public body members and all individuals participating shall preserve order and shall do nothing to interrupt or delay the proceedings of public body.

All speakers shall identify themselves prior to each comment that follows another speaker, and they shall also indicate termination of their comment. For example, "Adam Zettel speaking. There were no new water main breaks to report last month. That is all."

Any participants found to disrupt a meeting shall be promptly removed by the city clerk or by order of the Mayor. Profanity in visual or auditory form is prohibited.

The public body members, participating staff, and recognized staff/consultants/presenters shall be the only participants not muted by default. All other members must request to speak by raising their digital hand on the Zoom application or by dialing *9 on their phone.

MOTIONS & RESOLUTIONS

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member whom reads/moves for a motion may oppose, argue against or vote no on the motion.

PUBLIC ADDRESS OF BOARD OR Commission

The public shall be allowed to address a public body under the following conditions:

1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.
2. Individuals shall seek to be recognized by raising their digital hand as appropriate on the digital application.
3. Petitioners are encouraged to appropriately identify their digital presence so they can be easily recognized during business. If you intend to call in only, please notify the clerk in advance of your phone number.
4. The city clerk shall unmute participants and the members of the public based upon the direction of the mayor or chair. Participants not recognized for this purpose shall be muted by default, including staff, petitioners, and consultants.
5. Individuals shall be allowed five (5) minutes to address the public body, unless special permission is otherwise requested and granted by the Mayor or Chair.
6. There shall be no questioning of speakers by the audience; however, the public body, upon recognition of the Mayor or Chair, may question the speaker.
7. No one shall be allowed to address the public body more than once unless special permission is requested, and granted by the Mayor or Chair.
8. One spokesperson for a group attending together will be allowed five (5) minutes to address the public body unless special permission has been requested, and granted by the Mayor or Chair.
9. Those addressing the public body shall refrain from being repetitive of information already presented.
10. All comments and / or questions shall be directed to and through the Mayor or Chair.
11. Public comments (those not on the agenda as speakers, petitioners, staff, and consultants) are reserved for the two "Public Comment" sections of the agenda and public hearings.

VOTING RECORD OF PUBLIC BODIES

All motions, ordinances, and resolutions shall be taken by "YES" and "NO" voice vote and the vote of each member entered upon the journal.

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PARK AND RECREATION ADVISORY BOARD
MINUTES OF REGULAR MEETING
PAUL D. BUECHE MUNICIPAL BUILDING
FEBRUARY 20, 2024

Meeting called to order at 5:00 p.m. by Chairperson Barclay

Members Present: Ritter, Gonyea, Barclay, Bosas, Hicks, Fountain, Olger.

Members Absent: Plumb, Vacant.

Staff Present: Adam Zettel

Others Present: Sandi Brill, Ken Bril, Boots Abrams, Becca Bosas, Nate Henry.

Virtually Present: Lania Rocha.

APPROVAL OF AGENDA: Motion by Fountain to approve the agenda as of February 20, 2024, support by Gonyea.

Unanimous Voice Vote.
Motion Declared Carried.

APPROVAL OF MINUTES: Motion by Gonyea to approve minutes of November 21, 2023, meeting, support by Fountain.

Unanimous Voice Vote.
Motion Declared Carried.

MEETING OPEN TO THE PUBLIC: Sandi Brill 5352 Greenleaf Drive, Friends of Abrams Park, would like the board to consider future planning for trees on the trail bank. Friends of Abrams Park suggest possibly 2 pickleball courts in place of the old basketball court at Abrams. Other ideas, book nook, reading library and children's corner, monarch butterfly way station and children's sensory play area and lastly a gazebo. Friends of Abrams Park would like to see an additional restroom by the kiddie lot.

COMMUNICATIONS TO THE BOARD:

- A. November 21, Minutes
- B. Staff Letter
- C. Sapling Purchase Guide

REPORTS:

- A. DPW Director & City Manager: Mr. Zettel commented the 2024-2028 Park Plan has been distributed. Grant writer is working on the DNR Trust Fund for Otterburn Park.
Mr. Bincsik pavilion 3 at Elms is taped off due to post rotting and sinking. Playground equipment installation at Abrams is on the schedule and is planned to be installed when weather permits.

BUSINESS:

- A. Hometown Days & Trail: Board member Barclay is concerned during Hometown Days that the new trail could get damaged. Susan Mesack, Hometown Days, things are going to be different this year, the carnival will be at Kincaid and will be fenced in and the trail will be closed right where the carnival starts during specific hours.
- B. Spring Tree Planting: Mr. Zettel list is in packet. Discussion regarding planting and maintaining saplings. Board member Gonyea suggested an arborist be consulted on the list of trees being purchased. Many options were discussed and considered for planting and maintenance. At next month's meeting we need to discuss the details of what to purchase and who can help with watering them. Board member Gonyea suggested we don't plant any saplings in the proposed area of the monarch butterfly station-children's sensory play area.
- C. Abrams Park Contractor Use and Improvements: Board member Barclay requested a tree that needed to be protected (fencing around it) by the contractors. He feels we need terms with contractors on staging their equipment and how they use the park area for staging. He is concerned with damage being done to the parks by their use. He thinks the DPW should mark out the area they can use for staging and rules for protecting trees/shrubs. He feels the contractors should attend a Park Board meeting to discuss these items. Board member Barclay stated about the bulldozer that has been at Otterburn Park from our previous contractor. Mr. Zettel responded he will have a conversation with the contractor about the bulldozer, but he believes that the contractor has the intention of helping at Otterburn Park with some millings. Board member Barclay would still like to see contractors attend a meeting to discuss storage.

Motion by Barclay that going forward any contractor to use the park needs come before the board before their use of the parks support by Hicks.

YES: Bosas, Hicks, Fountain, Olger, Ritter, Gonyea, Barclay.

NO: Motion Declared Carried.

- D. Otterburn Park Drainage, Parking Lot, Sign, Storage: Board member Barclay asked Board member Bosas to give an update on the Otterburn Park drainage since he has been working on this project. Board member Bosas spent time last year digging a ditch and getting the drain flow going well. He just went

out there a few weeks ago to check it out and noticed that culverts are too small for the waterflow. He is going to reconfigure it with new culverts and walking bridges. He received some quotes on purchasing some new culverts. Mike Suchodolski responded they would like to have an opening tournament the weekend of May 18th & 19th. Mr. Suchodolski asked when the city could have the materials to do this project and when Board member Bosas would be available. He will have the heavy equipment available for Board member Bosas to work on this he just needs the dates.

MEETING OPEN TO PUBLIC: Ken Brill wanted to know where the trees are going that have been pulled out of the right of way from the street construction. Mr. Zettel responded he isn't aware of any trees being replanted and they will be replaced by all new trees. Mr. Brill will water trees/plants at Abrams Park and questioned if he could use the city's Kubota to help with watering the tree saplings that may be planted there. Mr. Zettel responded that should be okay.

Sandi Brill asked the board if she had their permission to contact the master gardener to make a design. Board member Barclay said absolutely, he is not sure what funds we will have but no problem getting a design done. She also asked for approval to let the church know if they can do a wreath fundraiser towards purchasing a gazebo at Abrams Park. Mr. Zettel responded that the gazebo project would need to be reviewed and considered by the park board and by council before fundraising for a particular project is accepted.

Boots Abrams thanked park board and Sandi for all her hard work.

Mike Suchodolski stated he does plan on helping with the planting of the trees and would like to get a process set up with water new plantings at Otterburn.

Board member Fountain Cosmos in the Creek project is almost at \$20,000 and we have until March 8th to get to the \$25,000 goal.

Board member Bosas wanted to know if the city can purchase the culverts needed for the Otterburn Park project. Mr. Bincsik responded that the city will purchase those.

Motion by Fountain, support by Gonyea to adjourn the meeting.

Unanimous Voice Vote.
Motion Declared Carried.

ADJOURNMENT: Meeting adjourned at 6:45 p.m.

NEXT MEETING: March 19, 2024, 5:30 p.m.

Connie Olger, Secretary



Adam Zettel, AICP

City Manager

azettel@cityofswartzcreek.org

Date: March 12, 2024

To: Park Commissioners
From: Adam Zettel, AICP
RE: March 19, 2024 Park Board Meeting

Hello everyone,

We will be meeting at 5:30 p.m. on Tuesday, March 19, 2024. The meeting will be in the city council chambers! The meeting will also be available to the general public via Zoom, but park board members must attend in person to participate.

We have a lot of ground to cover in this meeting. First on the agenda is officer selection, which I forgot to include on the agenda of the last meeting. The positions of chair, vice chair, and secretary and usually selected at the first meeting of the calendar year, and the appointments are in place until the first meeting of the next calendar year. Currently the Chairman is Barclay, Vice Chair was Hicks (she resigned midyear), and the Secretary is Olger.

Next on the agenda is continued discussion on the opportunity to purchase saplings for planting. Based on our discussion at the last meeting, it appears we should look to go light on plantings with the understanding that ongoing watering is required to keep them alive. The Park Board seemed to be leaning towards a number of plantings along the creek in Abrams, along the creek between Morrish and Fairchild, and possibly in Otterburn.

The next two items are related. First, there is a direct request from the Friends of Abrams Park to consider a new bathroom facility in Abrams Park. This request was also made to the city council, and they wish to know what the park board thinks. As such, this is included for discussion along with discussion of 2024 park priorities.

It certainly would be nice to have more such facilities in all of our parks. There is a need, not only at the Abrams tot lot, but on the south side of Elms, the east side of Elms, and the Micheal R. Shumaker Bicentennial Park. These locations are currently served by portable toilets (excluding downtown). New facilities are very costly to install new and are not generally grant eligible because they do not create new opportunities (they support existing features). The park plan does not prioritize any such investments at this time. Based on current needs, budget, and established priorities, this project seems highly unlikely.

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Swartz Creek Michigan 48473

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<ftp://cityofswartzcreek.org>

March 19, 2024
Park Board

Concerning the establishment of priorities city-wide, I am including the excerpts from our most recent park plan. You will note, thankfully, that much of the heavy lifting has been accomplished in recent years with the paving of basketball and tennis courts. Aside from the establishment of Otterburn, we are in a time period of maintenance and limited investment.

Otterburn has a development plan that is conditioned upon grant funds and is not likely to start until 2025. I am including the current plan for that park. For Elms, we are seeking prices to repair a pavilion that is sinking, repair the tennis court fence, stripe pickleball on the open surface area, and apply millings to the main drive. For Abrams, we anticipate more forestry, milling applications to the parking areas, and the establishment of a parking area and water supply by Whitney Court.

Additional work for 2024 can readily include the provision of additional benches, interpretive signs, and removal of outdated apparatus (such as the exercise path at Abrams). Please look at the materials and prepare for discussion at the meeting. Note that we do not have, nor do we expect, any additional capital investment line items out of the next budget. Though this is still pending, I expect funds to be directed towards essential services, essential equipment, and the protection/increase of fund balance.

Lastly, if the Park Board is going to pursue another slip and slide event, we must act quickly to reserve a pavilion. Connie has put a hold on pavilions #4 & #5 (the two pavilions on the south side) for the following Saturdays July 20th, 27th, August 3rd, 10th, & 24th. I will reach out to Shattered Chains to see what their interest is in operating this event again in 2024.






I should have updates on park maintenance, Cosmos in the Creek (which is funded), and other matters at the meeting. Contact me with additional future agenda items, questions, or comments.






Sincerely,



Adam H. Zettel, AICP
City Manager
City of Swartz Creek

azettel@cityofswartzcreek.org

Conifer Trees (seedling size)						Mature Height	Qty 5	10	25	50	100	Price
Cedar, White (10"-16")	X		X			40'-50'	\$28	\$47	\$105	\$194	\$330	\$ _____
Fir, Concolor (12"-18")	X					30'-50'	\$11	\$19	\$43	\$80		\$ _____
Fir, Douglas (12"-18")	X				X	40'-70'	\$5	\$9	\$20	\$36	\$62	\$ _____
Fir, Fraser (9"-12")	X					30'-50'	\$10	\$17	\$38	\$71		\$ _____
Larch, American (12"-18")	X		X		X	40'-80'	\$21	\$36	\$82			\$ _____
Pine, Red (7"-14")	X				X	50'-80'	\$6	\$9	\$21	\$39	\$66	\$ _____
Pine, White (14"+)		X			X	50'-80'	\$7	\$13	\$28	\$52	\$88	\$ _____
Redwood, Dawn (12"-18")	X					70'-100'	\$22	\$37	\$83			\$ _____
Spruce, Norway (10"-18")	X					50'-60'	\$5	\$9	\$20	\$37	\$63	\$ _____
Spruce, White (10"-18")	X					40'-60'	\$5	\$9	\$20	\$37	\$63	\$ _____



Hardwood Trees (seedling size)						Mature Height	Qty 5	10	25	50	100	Price
Aspen, Quaking (12"-18")	X		X	X	X	40'-50'	\$24	\$40	\$90			\$ _____
Birch, White (1'-2')	X		X			50'-70'	\$17	\$30	\$66			\$ _____
Catalpa (1'-2')		X		X	X	40'-60'	\$17	\$30	\$66			\$ _____
Cherry, Black (12"-18")		X		X	X	60'-80'	\$14	\$25	\$55			\$ _____
Hackberry (12"-18")	X		X			30'-50'	\$25	\$43				\$ _____
Hickory, Shagbark (6"-12")		X			X	100'	\$23	\$40	\$89			\$ _____
Maple, Red (18"-24")	X		X	X	X	40'-60'	\$22	\$37	\$83	\$153		\$ _____
Maple, Sugar (12"-18")		X		X	X	60'-75'	\$21	\$35	\$78			\$ _____
Oak, Bur (18"-24")	X				X	70'-80'	\$22	\$37	\$83			\$ _____
Oak, Red (18"-24")	X				X	60'-75'	\$21	\$36	\$80	\$147	\$250	\$ _____
Oak, Pin (18"-24")	X		X		X	70'-90'	\$22	\$37	\$83			\$ _____
Oak, Swamp White (12"-18")	X		X		X	50'-75'	\$18	\$30	\$67			\$ _____
Oak, White (12"-18")	X				X	60'-100'	\$18	\$30	\$68			\$ _____
Persimmon (12"-18")	X			X	X	35'-60'	\$17	\$29	\$64			\$ _____
Sycamore (12"-18")	X		X		X	70'-100'	\$17	\$28	\$63			\$ _____
Tulip Poplar (18"-24")	X			X	X	70'-90'	\$22	\$37	\$83			\$ _____




All plants and trees are sourced and purchased from Michigan nurseries.
For more information, visit genesecd.org.

Site Selection and Wildlife Benefit Characteristics Key:

-  Full Sun: 6-8hrs./day
-  Grows in Wet Areas
-  Wildlife Food Source
-  Shade Tolerant: 4hrs./day
-  Pollinator

Spring Reforestation Event 2024 Product Guide


Understory/Ornamental Trees (seedling size)						Mature Height	Qty 5	10	25	50	Price
Crabapple, Manchurian (12"-18")	X			X	X	20'	\$15	\$26	\$57		\$ _____
Dogwood, White Flowering (12"-18")	X		X	X	X	15'-25'	\$18	\$30	\$67		\$ _____
Hazelnut, American (12"-18")		X			X	15'-18'	\$27	\$46	\$102		\$ _____
Magnolia, Sweetbay (12"-18")		X	X	X		10'-35'	\$22	\$38	\$84		\$ _____
Musclewood (12"-18")	X				X	20'-30'	\$22	\$37	\$84		\$ _____
Ninebark (12"-18")	X			X	X	6'-9'	\$15	\$26	\$57		\$ _____
PawPaw (12"-18")		X		X	X	15'-20'	\$29	\$49	\$109		\$ _____
Redbud (1'-2')		X		X	X	20'-30'	\$17	\$30	\$66		\$ _____
Serviceberry, Lamarcki (12"-18")	X			X	X	15'-25'	\$25	\$43	\$96	\$176	\$ _____
Sumac, Staghorn (6"-12")	X			X	X	15'-25'	\$12	\$20	\$44		\$ _____
Viburnum, Highbush Cranberry (12"-18")	X		X	X	X	8'-15'	\$27	\$46	\$102		\$ _____
Winterberry (12"-18")	X		X		X	18'-24'	\$27	\$46			\$ _____


Fruits & Veggies				Plant Spacing	Qty 1	5	10	25	Price
Asparagus, Jersey Supreme	X			9"-12"		\$4	\$14	\$32	\$ _____
Currant, Imperial White	X			2'-3'	\$7	\$34	\$65		\$ _____
Elderberry, Johns	X		X	4'-5'	\$11	\$53	\$100		\$ _____
Goji Berry	X			6'-8'	\$11	\$53	\$100		\$ _____
Raspberry, Brandywine	X			2'-3'	\$11	\$52	\$98		\$ _____
Raspberry, Heritage	X			2'-3'	\$8	\$39	\$74		\$ _____
Strawberry, Eversweet	X			3'-4'		\$4	\$8	\$19	\$ _____
Strawberry, Ozark Beauty	X			3'-4'		\$4	\$8	\$19	\$ _____

All plants and trees are sourced and purchased from Michigan nurseries.
For more information, visit genesecd.org.


Place your order online at genesecd.org by March 31, 2024.
Order pick-up is Friday, April 19th from 9am to 5pm at Habitat for Humanity—101 Burton St., Flint, MI 48503.

Site Selection and Wildlife Benefit Characteristics Key:

 Full Sun: 6-8hrs./day

 Grows in Wet Areas

 Wildlife Food Source

 Shade Tolerant: 4hrs./day

 Pollinator

Park Plan Excerpts for March 19, 2024 Park Board Meeting

Action Plan

The following is a description of the projects the Parks and Recreation Advisory Board has determined are recreational priorities for the city. Justification is provided for each project. A list of potential funding sources is also included.

Short-Term Projects

- Replace backstop in Elms Park. Work on maintenance around the park as well with the playground equipment.
- Develop checklist for routine asset maintenance.
- Remove and replace the cottonwood trees in Abrams Park with something new (i.e. swamp oak, elm trees).
- Annual maintenance to play equipment, including staining of sections of Elms Park play structure in a more organized, thorough manner rather than tackling the entire structure at one time.
- Depending on grants and other match funding, development of the non-motorized trail may be timely with improved bid pricing due to local road projects by the city.
- Additional security measures to protect parks from vandals.
- Add parking on the east side of Elms Park while maintain green space and the separation between the parking area and park amenities.
- Bike racks downtown at Holland Square

Elms Park Internal Trail

- City proposes that an aggregate non-motorized trail system be developed throughout the park which would establish a pedestrian trail of high priority for the city.
- Trail users will be able to enter the park from the sidewalk along Elms Road without having to share the entry drive with vehicles. Trail would be of barrier-free design, 8 to 10 feet in width and would allow for a wide range of walkers, runners, people in wheelchairs/walkers or bikers to use the trail safely and efficiently.

- Trailhead location would also be developed to have seating, water fountains and bike racks. Signage and wayfinding would also be installed along trail to provide direction and places of interest in the park.

Extend Non-Motorized Trail to Elms Road Elementary School

There is an existing easement (owned by Consumers Energy) that connects Elms Road Elementary to the park. The trail connection would provide the school with an opportunity to utilize the facility for recreational activities such as gym classes and cross-country running events. Trail will also provide a pedestrian connection from the school to the residential neighborhoods to the south.

Mid-Term Projects

- Remove exercise stations in Abrams Park and continue to improve restrooms.
- Repurpose tennis courts at Abrams Park
- Continue to make improvements at all park properties to ensure accessibility to all park amenities (i.e. playground equipment, field access, parking accommodations).
- Work with the school district to develop the southwest corner of Cappy and Fairchild to include forestry education, community garden, play equipment, and creek observation deck.
- Work with Swartz Creek Community Schools to plan the reuse of the Mary Crapo site. This site could provide additional property for future sports fields for the school district. A cooperative effort with the school might be sought as both the city and schools have limited budgets.
- Converting softball fields to baseball fields is still a viable option. Most of the softball fields could be converted since most of the groups that would use the field would be little league teams.
- Development of a non-motorized trail along Swartz Creek through Abrams Park would be an attractive location for a trail system.

Paved or aggregate trail system that would provide public access to the waterway and act as a pedestrian link between park facilities. Trail users would be able to enter the park from the sidewalk along Winshall Drive. Barrier-free design, constructed on paved or aggregate surface, striped and 8 to 10 feet in width; proposed length to be 1,300 feet (or ¼ mile).

Maintain open space and providing light in those spaces to prevent vandalism and promote usage of space for recreational activities.

Long-Term Projects

- Complete work at Otterburn Park.
- Construction of pavilion, bike station, 8-foot accessible paths through the site, parking, signage, restrooms, forestry, and sledding hill.
- Extend Non-Motorized Trail to Swartz Creek Middle School
- Develop trail connection to Swartz Creek Middle School by extending the existing trail from the park to the school along the Genesee County drain easement.

City of Swartz Creek Five-Year Parks and Recreation Plan

Develop Non-Motorized Trail Regional Connections

Work with the Genesee County Metropolitan Planning Commission (where necessary) to complete trail sections around Swartz Creek

Continued improvements on Michael R. Shumaker Bicentennial Park and potential partnership with the Swartz Creek DDA (i.e., Hometown Days Committee).

Develop partnerships with groups like Swartz Creek Schools, Mundy Township, Genesee County Parks and youth athletic groups in the area for recreational programming and volunteerism.

Capital Improvement Plan

The following schedule is a summary of the action plan that includes key maintenance and development projects in an approximated timeline for completion pending available funding:

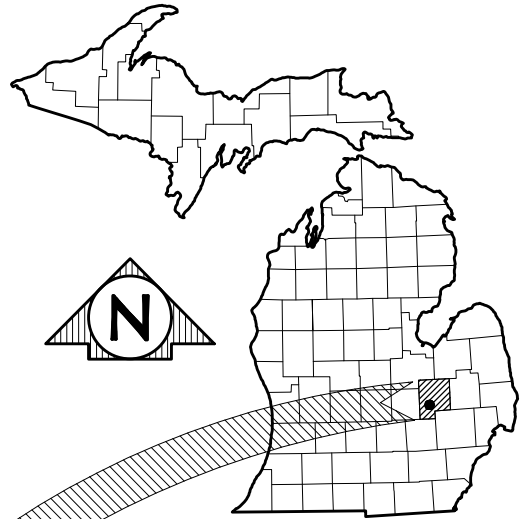
Funding Key:

- MNRTF – MDNR Trust Fund
- Passport – MDNR Recreation Passport
- SPARK – MDNR Spark Grant
- TAP – MDOT Transportation Alternative Program
- GF – General Fund
- Private – Private Donation/Foundations

Capital Improvement Plan			
Year	Project	Cost	Funding
Years 0-5	Abrams Park		
	• Tree replacement (on-going)	\$15,000	CE, Private GF, Passport
	• Annual maintenance (\$40,000 per year x 5)	\$200,000	
	• Renovate restroom facilities, remove exercise stations – Minor renovations have already occurred (doors and fixtures)	\$25,000	
	• Additional Seating (Benches)	\$5,000	
	• Refurbish basketball courts (2023)	\$200,000	
	• Interpretive Signage	\$5,000	
	• Bike Racks	\$1,500	
	Total	\$451,500	
	Elms Park		
	• Replace backstops (2023)	\$5,000	GF, Passport, Private
	• Drainage improvements, extend internal path (2023)	\$20,000	
	• Additional Seating (Benches)	\$5,000	
	• Interpretive Signage	\$5,000	
	• Annual maintenance (\$50,000 per year x 5)	\$250,000	
	• Parking Issues	T.B.D.	
	• Bike Racks	\$1,500	
	Total	\$286,500	
	Otterburn Park		
	• Pavilions	\$200,000	GF, Passport, MNRTF, SPARK, Private
	• Gravel parking and ADA accessible parking spaces	\$80,700	
	• 8' aggregate path	\$35,000	
	• Site preparation/grading	\$215,700	
• Site amenities (i.e. trash receptacles, benches)	\$2,500		
• Pedestrian bridge	\$104,000		
• Bike pavilion station (including bike racks)	\$20,000		

City of Swartz Creek Five-Year Parks and Recreation Plan

	<ul style="list-style-type: none"> Interpretive Signage 	\$5,000	
	Total	\$662,900	
	Non-Motorized		
	<ul style="list-style-type: none"> Construct Phase 1 of regional trail system – currently out for bids 	\$150,000	TAP, MNRTF, GF, Private
	Total	\$150,000	
	Total for 0-5 Years	\$1,550,900	
Years 5-10	Abrams Park		
	<ul style="list-style-type: none"> Annual maintenance (\$50,000 per year x 5) 	\$250,000	Private, GF, Passport
	<ul style="list-style-type: none"> Refurbish or repurpose tennis courts 	\$225,000	
	<ul style="list-style-type: none"> Internal Trails 	\$50,000	
	Total	\$524,000	
	Elms Park		
	<ul style="list-style-type: none"> Annual maintenance (\$60,000 per year x 5) 	\$300,000	GF, Passport, Private
	Total	\$300,000	
	Otterburn Park		
	<ul style="list-style-type: none"> Annual maintenance (\$60,000 per year x 5) 	\$300,000	
	Total	\$300,000	
	Michael R. Shumaker Bicentennial Park		
	<ul style="list-style-type: none"> Remove or enhance pavilion with new features 	\$150,000	MNRTF, GF, Private, DDA
	<ul style="list-style-type: none"> New benches 	\$3,000	
	Total	\$153,000	
	Non-Motorized		
	<ul style="list-style-type: none"> Construct Phases 2 and 3 of regional trail system 	\$350,000	TAP, MNRTF, GF, Private
	Total	\$350,000	
	Total for 5-10 Years	\$1,627,000	



LOCATION MAP



SWARTZ CREEK MAP
N.T.S.



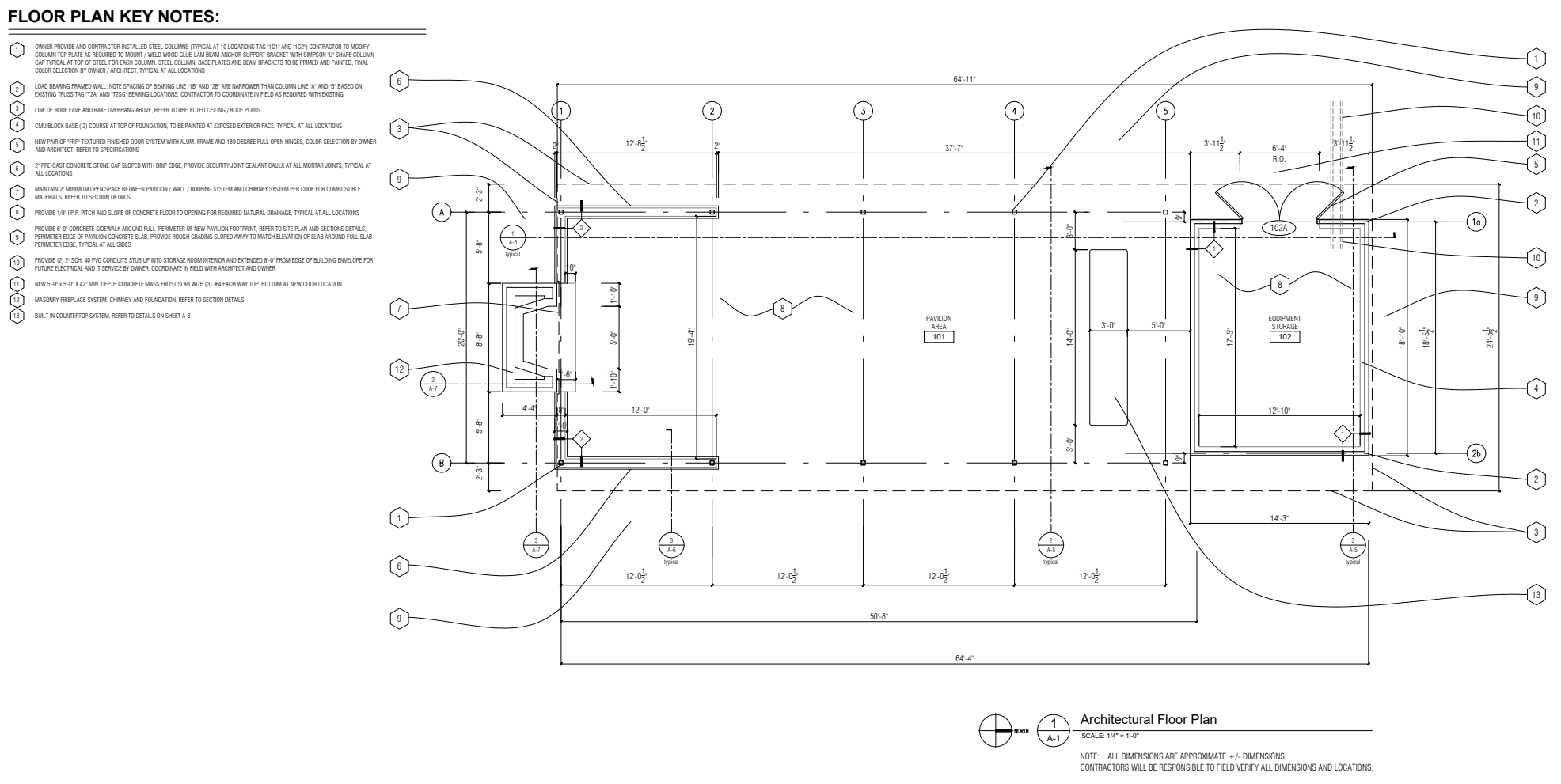
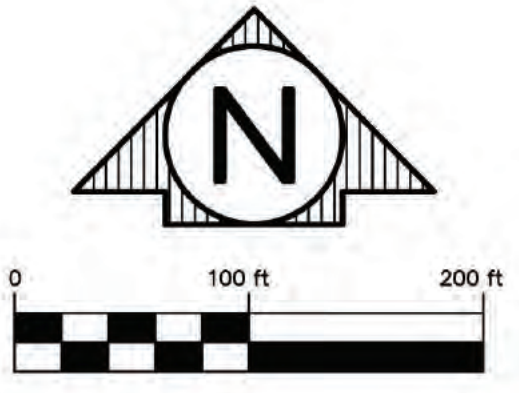
PREPARED BY:
 ROWE P.S.C.
 540 S. SAGINAW ST.
 SUITE 200
 Flint, MI 48502
 (810) 341-7500

PREPARED FOR:
SWARTZ CREEK, MI
 OTTERBURN PARK
 LOCATION MAP

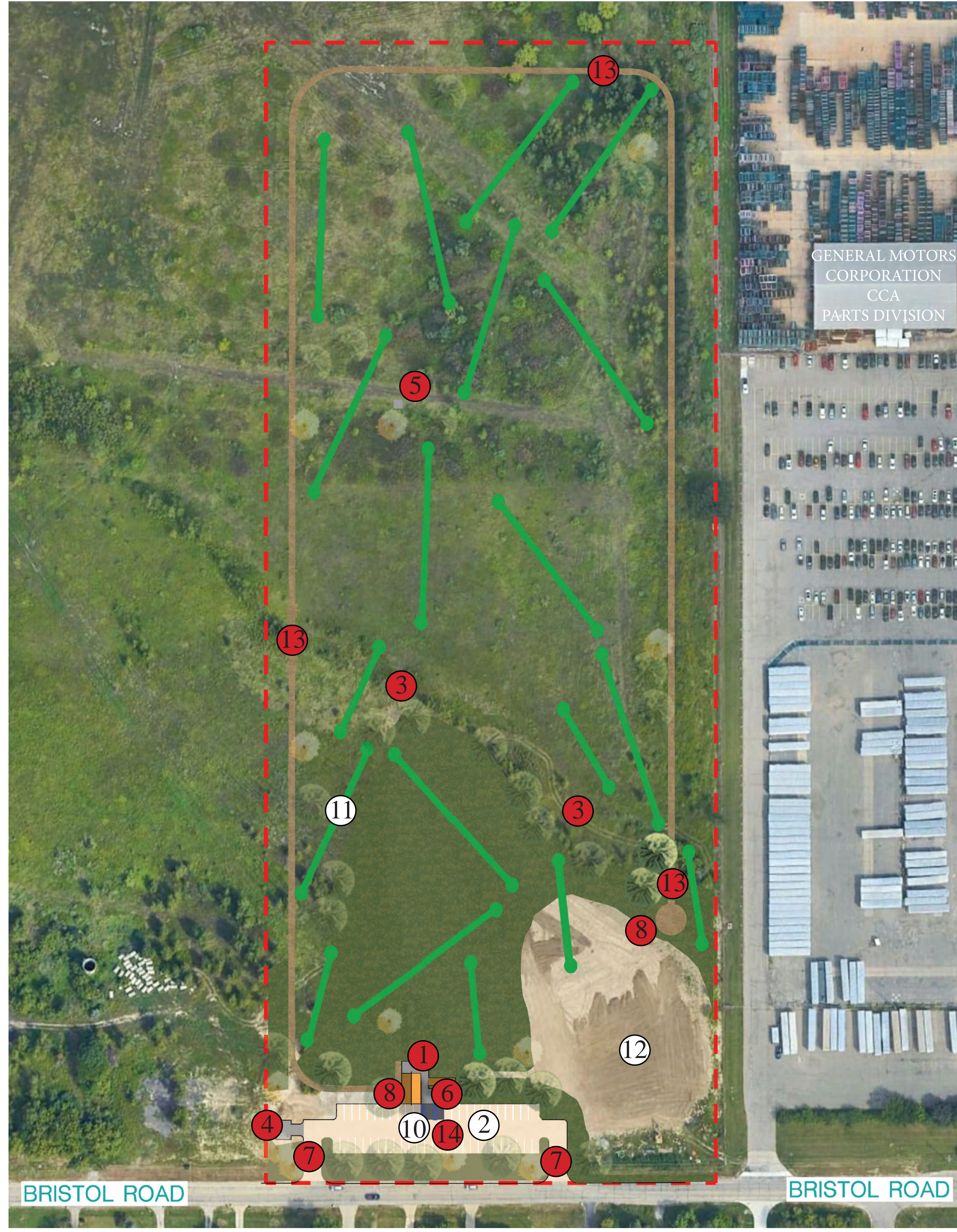
PLAN NO. 22C0112
 DATE: MARCH 2024
 PROJECT MGR: DRS
 REVIEWER: DRS
 SCALE: N/A March 10, 2024 1 OF 1

OTTERBURN PARK SITE PLAN

SWARTZ CREEK, MI



LARGE PAVILION CONCEPTUAL FLOOR PLAN
NOT TO SCALE



LEGAL DESCRIPTION:
A PARCEL OF LAND BEG N 89 DEG 26 MIN 32 SEC E 732.63 FT FROM S 1/4 COR OF SEC TH N 0 DEG 58 MIN 31 SEC W 1440 FT TH N 89 DEG 01 MIN 29 SEC E 580.50 FT TH S 0 DEG 58 MIN 31 SEC E 1440 FT TH S 89 DEG 26 MIN 32 SEC W 580.50 FT TO PL OF BEG SEC 30 T7N R6E (08) 19.19 A FR 58-30-300-008 & 400-003

LEGEND:

--- PARK BOUNDARY

PROPOSED:

- 1 LARGE PAVILION WITH RESTROOM FACILITY
- 3 DRAINAGE DITCH
- 4 WASTE ENCLOSURE
- 5 PORTA JOHN LOCATION/CONCRETE PAD
- 6 BIKE PAVILION STATION
- 7 ENTRANCE DRIVE
- 8 RECYCLED TRASH RECEPTACLE
- 9 RECYCLED MATERIAL BENCH
- 13 8' AGGREGATE PATH WITH VEHICULAR ACCESS FOR EMERGENCY PERSONEL AND PARK SERVICE
- 14 ADA PARKING NEAR PAVILION

EXISTING:

- 11 18-HOLE DISC GOLF (TYP.)
- 12 SLEDDING HILL
- 2 GRAVEL PARKING
- 10 TWO (2) ADA PARKING SPACES

MARCH 2024
22C0112



City of Swartz Creek

3/5/2024

22C0112

Engineer's Construction Cost Opinion

Otterburn Park



ROWE PROFESSIONAL SERVICES COMPANY

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Site Preparation/Grading	1	LSUM	\$ 15,000	\$ 15,000
Landscaping	1	LSUM	\$ 25,000	\$ 25,000
Sidewalk, Conc., 4"	1790	SFT	\$ 8	\$ 14,320
Aggregate Base, 8" (ADA Parking Area)	70	SYD	\$ 30	\$ 2,100
HMA, 13A (4")	30	TONS	\$ 120	\$ 3,600
Pavement Markings, Overlay Cold Plastic, Handicap Symbol - Blue	2	EA	\$ 250	\$ 500
4" Pavement Markings - Regular Dry (Blue)	100	LFT	\$ 4	\$ 400
Main Pavilion (25'x40') with Restroom Facilities - Includes sanitary sewer and water connections	1	LSUM	\$ 250,000	\$ 250,000
Porta John, Conc. Pad	1	LSUM	\$ 200	\$ 200
8' Aggregate Path - 22A Limestone	3500	LFT	\$ 10	\$ 35,000
Bike Pavilion Station	1	LSUM	\$ 20,000	\$ 20,000
Site Restoration	1	LSUM	\$ 10,000	\$ 10,000
Sign	1	LSUM	\$ 7,500	\$ 7,500
SESC Measures	1	LSUM	\$ 5,000	\$ 5,000
Trash Receptacles	4	EA	\$ 250	\$ 1,000
Entrance Drive Gate	2	EA	\$ 5,000	\$ 10,000
Subtotal				\$ 399,620
Engineering (20%)				\$ 79,924
Construction Contingency (15%)				\$ 59,943
Mobilization (15%)				\$ 59,943
Total				\$ 599,430

Disclaimer:

In providing opinions of probable construction cost, the Client understands that the Consultant has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractors method of pricing and that the Consultants opinions of probable constructions costs are made on the basis of the Consultant's professional judgement and experience. the consultant makes no warranty, express or implied, that the bids or the negotiated costs of the work will not vary from the Consultant's opinion of probably construction cost.