

CHELSEA PARKS AND RECREATION COMMISSION  
City Council Chambers, Tuesday, November 1, 2023

PRESENT: Shawn Personke (Chair), Sam Angus, Pat Muldoon, Erin Brayton, Sharon Castle, Kate Mehuron (City Council liaison), Roy Atkinson (City Manager)

GUESTS: Jeff Hardcastle (B2B); Derek Bollinger (City Staff); Adrianna Jordan (introduced as new Community Development Director); Jennifer Smith (Penchura LLC)

1. Call to Order: Personke
2. A. Brayton: motion to amend agenda; Castle second. UNANIMOUS.
  - b. Approval of October Minutes. Muldoon move to approve amended Minutes with Personke's edits; Brayton, second: UNANIMOUS
3. Call to Public
4. Presentation - Timbertown Park Improvements. Skipped to "Old Business, A. Timbertown/Trailhead"
5. Old Business
  - A. Timbertown/Trailhead discussion.
    - i. Hardcastle distributed Proposed Plan Summary, Project Plan Summary and Project Timeline. Discussion ended in agreement to form two subcommittees (Play structure and Pathways to Renewal Restoration) composed of Commission/Staff/Community Members.  
Muldoon volunteered for TT play structure subcommittee.  
Personke volunteered for Pathway to Renewal subcommittee.
    - ii. Pathways to Renewal. Atkinson: found past records indicating that the City may have approved it as a gift to the City.  
Brayton: Motion to give conditional approval to TT Project; Castle second; UNANIMOUS  
Commission requested that Atkinson present the Project documents to the City to request support.
    - iii. TT Survey results discussion. Personke noted 213 respondents; distributed summary of findings.
    - iv. Timbertown play structure safety needs: Jennifer Smith (Penchura) distributed Inclusive Playground Design and analysis of TT structures. Described current liability (noncompliant) features, prospective design process and inclusive (ADA compliant and intergenerational) design, and concept design budget.  
Personke suggested a work session with only Commission members and City staff on Nov. 15, 9 am (regularly scheduled time); all agreed.
  - B. Community Center Task Force update. Angus
    - i. Results: Preliminary Report finished and presented to City Council.
    - ii. Next Steps: Working group to gather more information. Atkinson will facilitate its formation and coordinate communication with 5 Healthy Towns. Personke volunteered to represent Parks and Recreation Commission.
  - C. Freer/Trinkle property update. Atkinson: there is internal staff discussion. Personke: reminded Commission that it was purchased at Parks recommendation; continue to seek Parks designation for it. Lynn Sebastian can provide a hard copy of Parks Plan to anyone interested.
  - D. Main Street Park update: Atkinson. Meeting with MSPA to work on an Agreement with the City and review updates on environmental findings. Personke will meet with Atkinson to confer about aforementioned work session to develop agenda.
  - E. Dog Park discussion.
    - i. Survey results/Analysis/Use. Angus: 131 responses. Commission requests that the survey be distributed to them.

F. County Grant (Westchester connector) update. Atkinson: application was denied; informed of reason that Westchester development was incomplete, lacking residential presence. Looking at budget estimate for the Westchester connection project and considering feasibility of applying to MI Spark Grant.

G. 2022-23 Budgeted Park improvements

- i. Timbertown – picnic shelter update. Shift topic to upcoming work session.
- ii. Dog Park – shade element update/discussion (trash bin, signage). A group of regular dog park users who assisted with the mud project questioned need for shade element. Atkinson and Bollinger: prefer a pavilion. Need to consider long-term site upgrade amenities. Commissioner Angus noted that it was added to the park after much community input during the Parks Plan process. Entrance trash bin: Muldoon noted the large crack down the back; Bollinger will inspect it and seek a more permanent solution. Signage still in process.
- iii. Pierce Park – bench/seating/play element ideas. Bollinger working with DDA on City park benches designs; can also refer to Ventura design catalogs. Personke proposed shifting this topic to work session. 5H bike rack in process: Bollinger received a shipping confirmation yesterday.
- iv. Veterans Park – bike rack/signage. Atkinson: will report on progress at work session.

H. Pure Michigan Trail Town update. Atkinson: deadline is Dec. 1 and grant application extension is possible.

7. New Business

- a. Possible grant to help fund bike racks throughout town or Storytrail. No update; might have to be moved to next grant cycle (March 3).
- b. Update on B2B route through town. Atkinson: looking at southern spur to get to northside community and B2B trailhead on northside. Jordan will give fresh eyes to where this goes; bearing in mind the railroad tracks obstacle. Personke: B2B received prior approval from School Board for Mayer Drive access. Atkinson confirmed that the current Superintendent is aware of this approval.

8. Commissioner Reports. Brayton announce resignation because of upcoming move to new location. Congratulated by all for her service to the Parks and Recreation Commission.

9. Next meeting Dec. 6, 2022

10. Adjournment Brayton moved; Angus second. UNANIMOUS.