



CITY OF WILLIAMSTON

Parks and Recreation Commission Meeting Agenda
To be held in the Williamston City Hall Council Chambers located at
161 E. Grand River Avenue, Williamston, MI 48895
(517) 655-2774

Wednesday, January 10, 2024, at 7:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Audience Participation – Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
6. Approval of Parks & Recreation Commission Regular Meeting Minutes of November 8, 2023
7. Action Items
 - a. Meeting Dates & Times for 2024
 - b.
8. Discussion Items
 - a. Parks Plan Update
 - b. Memorial Park Trail Grant Update
 - c. Red Cedar River Trail Grant Update
 - d. Pavilion Update
 - e. 2024-25 Budget Preliminary Discussions
 - f. Home Depot Donation
 - g.
9. Information Received
 - a. Friends of the Williamston Parks Annual Report
 - b.
10. Staff Reports
 - a. City Manager
11. Audience Participation – Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
12. Member Comments
13. Adjourn to the Call of the Chair

Outstanding Projects – Grist Wheel Turbine

In Accordance with Public Act 267 (Open Meetings Act) Posted and Copies Given to Newspapers
Individuals with disabilities requiring special assistance who are planning to attend the meeting should contact the Office of the City Clerk for accommodations. This request must be made two (2) business days in advance of the meeting.

**The next regular meeting of the Parks & Recreation Commission will be held
Wednesday, February 14, 2024 at 7:00 p.m. in the City Hall Council Chambers**

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CITY OF WILLIAMSTON
PARKS AND RECREATION COMMISSION
NOVEMBER 8, 2023
REGULAR MEETING MINUTES

1. Call to Order:

The meeting was called to order at 7:00 p.m. in the Williamston City Hall Council Chambers by Chairman Earl Wolf and the Pledge of Allegiance was recited.

3. Roll Call:

Chairman Earl Wolf, Vice Chair Teri Nelson, Commissioners Terry Hansen, Byron Aldrink. Absent: John Magee, Kent Hall (arrived 7:03 pm), and Tammy Scott.

Also present: City Manager John Hanifan, Deputy Clerk Barbara Burke, Sharon LaPointe and Susan Waltz with the Williamston Red Cedar Garden Club, and Carmen Scheuneman with Boy Scout Troop 63.

4. Approval of Agenda:

Add discussion item 8d. Volunteers Community Park Rock Garden.

Motion by Hansen, second by Aldrink, to approve the agenda as amended. **Motion passed by voice vote.**

5. Audience Participation:

Chairman Wolf called for public comments at this time and there were none.

6. Approval of Parks & Recreation Commission Regular Meeting Minutes of October 11, 2023:

Motion by Nelson, second by Hansen, to approve the Parks & Recreation Commission regular meeting minutes of October 11, 2023, as presented. **Motion passed by voice vote.**

7. Action Items

(Kent Hall arrived at 7:03 pm.)

7a. Approval of Draft Parks & Recreation Plan:

Motion by Nelson, second by Hansen, to approve the draft Parks & Recreation Plan as presented and recommend to Council. **Motion passed by voice vote.**

8. Discussion Items

8a. Boy Scout Warming Fire in Howard Dahlstrom Park:

Carmen Scheuneman, with Boy Scout Troop 63, is seeking approval to have a community bonfire in the Howard Dahlstrom Memorial Park on Saturday, December 2, 2023, starting at 5:30 pm until the end of the light parade. Manager Hanifan said the City's Charter states it must be approved by the City Manager and the Fire Chief and wanted the Commission to be aware. He will reach out to the Fire Chief.

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8b. Boy Scout Canoe Rack Rental:

Chairman Wolf inquired again as to renting spaces on the Eagle Scout kayak/canoe rack in McCormick Park. No action taken. The City will monitor use of the kayak rack and if demand merits this, we will look into it further.

8c. Ice Rink:

Manager Hanifan will do some research on ice rinks. If the City is going to do this, it needs to be done well. The ones that work best have refrigeration and a cover and are not temporary rinks.

Ms. Scheuneman said she works near the Capitol in downtown Lansing and the ice rink in Lansing has moved to different locations and does not get much use. It is a lot of upkeep.

8d. Volunteers Community Park Rock Garden:

Susan Waltz and Sharon LaPointe, with the Williamston Red Cedar Garden Club, spoke about the rock garden they would like to put in at Volunteers Community Park. This would be a low maintenance garden, and child-friendly with the ability to sit on the rocks. There is an individual donating a big rock, but the rock is located on Holt Road. They are looking for ways to transport the rock. Stevens Construction may be able to do this, and Manager Hanifan will email Ms. Waltz and Ms. LaPointe their contact information. They will make sure the Garden Club Board and the Friends of Williamston Parks are okay with the placement/location of this project.

9. Staff Reports

9a. City Manager:

Manager Hanifan said City representatives will make a presentation to the Ingham County Parks Board on November 13. The new pavilion in McCormick Park is starting soon and should take approximately three weeks.

10. Audience Participation:

Chairman Wolf called for public comments at this time and there were none.

11. Member Comments:

Commissioner Nelson said Kiwanis are selling mixed gourmet nuts for \$25/can. Kiwanis members will be selling the nuts at D & W Fresh Market on Saturdays, starting after Thanksgiving. Or you can contact any Kiwanis member to purchase.

Commissioner Hall said the PBS station out of Detroit will be airing their documentary/news piece on the Honor for All trail tomorrow, November 9, 2023, at 7:30 pm.

Chairman Wolf announced the Depot Museum is hosting a Veterans Day banquet at the Brookshire Inn this Saturday, November 11. This is a fundraiser for the museum.

12. Adjournment:

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Chairman Wolf adjourned the meeting at 7:50 p.m.

Meeting adjourned at 7:50 p.m.

Respectfully Submitted by: _____
Barbara J. Burke, City Deputy Clerk

Date Approved: _____

DRAFT

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Parks & Recreation Commission	
2nd Wednesday of the month at 7pm	
January 10	July 10
February 14	August 14
March 13	September 11
April 10	October 9
May 8	November 13
June 12	December 11



2023 Annual Report

2023 began with great anticipation that the master plan for Volunteers Community Park would come to full fruition after five years of promoting, fundraising, and installing the project. Remaining funds from the picnic shelter campaign, which included a Public Spaces Community Places grant through the Michigan Economic Development Corporation, allowed Friends of Williamston Parks (FOWP) and the City of Williamston to complete the final phase of the park overhaul. Work included a new main entrance for the park, walkway connecting the sidewalk to the playground to make the park more accessible, bike rack and new sign.

After another successful park clean-up day in May, focus turned to the 52nd annual Red Cedar Jubilee. The Jubilee Committee asked FOWP to plan and co-host the Community Service Awards Dinner for the first time. Held on Monday of Jubilee week, the event kicks off a week of festivities throughout Williamston. It was an honor to be a part of an important event that recognizes those that serve the Williamston community in so many ways. Board member Earl Wolf was named FOWP Volunteer of the Year and FOWP President Heather Galecka was named Citizen of the Year.

Also during Jubilee week, FOWP held its annual euchre fundraiser. Proceeds from the tournament will be spent on a permanent cornhole set to be placed near the picnic shelters in McCormick Park. It will be installed in spring 2024.

After another productive year, FOWP looks forward to an exciting project in 2024 to replace the unique tree sculptures in McCormick Park. They have reached their lifespan, and new creations will be carved using a more solid wood with the hope the public can enjoy them throughout the park for many years to come.