



## 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, August 9, 2023, 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 June 14, 2023
7. Action Items
  - a.
  - b.
  - c.
8. Discussion Items
  - a. Parks Plan Update
    - i. Parks Plan Draft Survey 2023
  - b. Memorial Park Trail Grant Update
  - c. Pavilion
  - d. Historic Turbine placement
  - e. Tree Nursery idea (Jack, Earl, Scott)
  - f. Bench donation etc
  - g. Red Cedar River Kiosks, etc
  - h. Riverwalk right of ways (Mayor Tammy?)
9. Staff Reports
  - a. City Manager
10. Audience Participation – Maximum 5 minutes per presentation. Subject matter on non-agenda items only.
11. Member Comments
12. 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, September 13, 2023 at 7:00 p.m. in the City Hall Council Chambers**

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CITY OF WILLIAMSTON  
PARKS AND RECREATION COMMISSION  
JUNE 14, 2023  
REGULAR MEETING MINUTES

**1. Call to Order:**

The meeting was called to order at 7:01 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, and Kent Hall. Absent: John Magee, Caleb Moody, and Tammy Scott.

Also present: City Manager John Hanifan and Deputy Clerk Barbara Burke.

**4. Approval of Agenda:**

Move discussion item 8d Boy Scout Canoe Rack to action item 7a.

Motion by **Hansen**, second by **Hall**, 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 and Recreation Commission Regular Meeting Minutes of December 14, 2022:**

Motion by **Hansen**, second by **Nelson**, to approve the Parks & Recreation Commission regular meeting minutes of December 14, 2022, as presented. **Motion passed by voice vote.**

**7. Action Items**

**7a. Boy Scout Canoe Rack:**

No action taken. The City will monitor use of the kayak rack and see what works. Perhaps add a sign stating something to this effect - this Eagle Scout project was donated to the City for public use.

**8. Discussion Items**

**8a. Girl Scout Project at McCormick Park:**

Manager Hanifan heard from the girl scout they may not be able to attend tonight's meeting. Chairman Wolf thought they wanted to build a gaga ball court. Manager Hanifan thought perhaps it was a ball storage rack; he will reach out to the scout to get additional information.

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**8b. Daffodil planting Phase II:**

In phase I, the Red Cedar Garden Club planted daffodil bulbs in McCormick Park. For phase II, they will be planting 2,000 daffodil bulbs near the guardrail in Red Cedar Bend Landing (kayak landing).

**8c. Parks and Rec Master Plan Five Year Update:**

Manager Hanifan said the Parks Master Plan update needs to be done by February 2024, so this will be reviewed/discussed at future Parks meetings.

**8d. Kayak Landing Kiosk/Bench:**

The kiosk and a donated bench, along with volunteer help to prepare the area, are ready. They are looking for a concrete person to pour concrete for an approximate area of 5'x16'.

**9. Staff Reports**

**9a. City Manager:**

Manager Hanifan gave an update on the North Putnam project; said there is a Road Diet Public Open House for Grand River/Putnam on Wednesday, June 21, from 4:30-6pm; stated Parks will probably meet monthly now to work on the parks master plan update.

**10. Audience Participation:**

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

**11. Member Comments:**

Commissioner Hall said he and a friend worked on the west end of Memorial Park clearing the area by the drain; you can really hear the water now.

Commissioner Hansen said he is continually blown away with everything people do in this community – the Red Cedar Jubilee Committee, the Red Cedar Garden Club, the Friends of Williamston Parks, etc. It is amazing.

Commissioner Nelson said the Kiwanis met with a fence contractor to look at areas in the tot lot that need to be repaired. She reminded all to attend the Kiwanis Craft Show during Jubilee, Sunnyside Café and Zulema's Mexican food will be selling food. She still has a few cans of premium nuts for sale.

Chairman Wolf said the Friends of Williamston Parks will hold a euchre tournament fundraiser on Wednesday, June 21, in the Jubilee tent; the Thursday night concert on June 22 is a Jimmy Buffet tribute band; Rotary duck race tickets are still for sale, but there is a limited quantity this year; Monday night, June 19 is the Citizen of the Year dinner at the Brookshire.

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**12. Adjournment:**

Chairman Wolf adjourned the meeting at 7:37 p.m.

**Meeting Adjourned at 7:37 p.m.**

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

Date Approved: \_\_\_\_\_

DRAFT



8a.  
1.  
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Williamston, MI Parks and Recreation Master Plan Survey.jh.edit

The City of Williamston is seeking public input as we update our Parks and Recreation Master Plan.

We are eager to hear your opinions and ideas about the programs, services, and facilities that Williamston offers. The survey is anonymous and will only take a few minutes to complete. The survey can be filled out online or returned to Williamston City Hall, either in person or by mail, to 161 E. Grand River Ave., Williamston, MI, 48895.

1. I believe parks and recreational programs are vital to our community.

- Strongly Agree
- Somewhat Agree
- Neither Agree or Disagree
- Somewhat Disagree
- Strongly Disagree

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2. Please rate the following Williamston parks and recreational facilities in terms of their importance to you.

	No Opinion	Not Important at All	Somewhat Important	Extremely Important
McCormick Park (Downtown along Red Cedar River)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Memorial Park (South of Williamston elementary schools)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Old Mill Creek (Red Cedar River Boardwalk)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Howard Dahlstrom Memorial Park (Formerly Deer Creek Park, West of Downtown)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Volunteers Community Park (Located Adjacent to The Commons)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Red Cedar Bend Landing (new Kayak Launch)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3. How would you rate the condition and maintenance of McCormick Park, located Downtown along the Red Cedar River?

- Excellent
- Good
- Fair
- Poor

4. How would you rate the condition and maintenance of Memorial Park, located South of Williamston elementary schools?

- Excellent
- Good
- Fair
- Poor

5. How would you rate the condition and maintenance of Old Mill Park, the Red Cedar River boardwalk?

- Excellent
- Good
- Fair
- Poor

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6. How would you rate the condition and maintenance of Howard Dahlstrom Memorial Park, formerly Deer Creek Park and located West of Downtown?

- Excellent
- Good
- Fair
- Poor

7. How would you rate the condition and maintenance of Volunteers Community Park, located adjacent to The Commons?

- Excellent
- Good
- Fair
- Poor

8. How would you rate the condition of Red Cedar Bend Landing?

- Excellent
- Good
- Fair
- Poor

9. Which of the following parks and recreation facilities do you frequent? (Select all that apply)

	Never	Occasionally	Fairly Often	Very Frequently
McCormick Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Memorial Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Old Mill Park (Red Cedar River Boardwalk)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Howard Dahlstrom Memorial Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Volunteers Community Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Red Cedar Bend Landing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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10. If you do not frequent McCormick Park, please tell us why. (Select all that apply)

- Availability of parking
- Facility is not well maintained
- Facility is too hard to reach, not sufficiently accessible
- I am unfamiliar with the park
- I do not feel safe at the park
- The park does not offer the amenities I am looking for
- It is too far from my home
- I do not know where McCormick Park is located
- Other (please specify)

11. If you do not frequent Memorial Park, please tell us why. (Select all that apply)

- Availability of parking
- Facility is not well maintained
- Facility is too hard to reach, not sufficiently accessible
- I am unfamiliar with the park
- I do not feel safe at the park
- The park does not offer the amenities I am looking for
- It is too far from my home
- I do not know where Memorial Park is located
- Other (please specify)

12. If you do not frequent Old Mill Park, please tell us why. (Select all that apply)

- Availability of parking
- Facility is not well maintained
- Facility is too hard to reach, not sufficiently accessible
- I am unfamiliar with the park
- I do not feel safe at the park
- The park does not offer the amenities I am looking for
- It is too far from my home
- I do not know where Old Mill Park is located
- Other (please specify)



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13. If you do not frequent Howard Dahlstrom Memorial Park, please tell us why. (Select all that apply)

- Availability of parking
- Facility is not well maintained
- Facility is too hard to reach, not sufficiently accessible
- I am unfamiliar with the park
- I do not feel safe at the park
- The park does not offer the amenities I am looking for
- It is too far from my home
- I do not know where Howard Dahlstrom Memorial Park is located
- Other (please specify)

14. If you do not frequent Volunteers Community Park, please tell us why. (Select all that apply)

- Availability of parking
- Facility is not well maintained
- Facility is too hard to reach, not sufficiently accessible
- I am unfamiliar with the park
- I do not feel safe at the park
- The park does not offer the amenities I am looking for
- It is too far from my home
- I do not know where Volunteers Community Park is located
- Other (please specify)

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15. If you do not frequent Red Cedar Bend Landing, please tell us why. (Select all that apply)

- Availability of parking
- Facility is not well maintained
- Facility is too hard to reach, not sufficiently accessible
- I am unfamiliar with the park
- I do not feel safe at the park
- The park does not offer the amenities I am looking for
- It is too far from my home
- I do not know where Volunteers Community Park is located
- Other (please specify)

16. Are you satisfied with the number and types of parks available in the City of Williamston?

- Yes
- No

17. Do the facilities currently available in Williamston meet the needs of the community, exceed what is needed, or fall short of meeting those needs?

	Meets Community Needs	Exceeds	Falls Short	Undecided
Paved Biking/Walking Pathway	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Performing Arts Space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fitness and Wellness Program Area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parklands	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Playgrounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Athletic Fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tennis Courts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dog Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nature Trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Picnic Areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pickleball Courts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sand Volleyball Courts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Restrooms	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

18. Select the top three types of recreation of facilities you would most like to see implemented or increased in the City of Williamston.

- Canoe/Kayak Launch
- Dog Park
- Community Produce Gardens
- Paved Biking/Walking Pathways
- Environmental/Nature Education Programs
- Fishing Access
- Replace/Expand Red Cedar River Boardwalk
- Nature Preserves
- Splash Park
- Sensory Playground Equipment
- Natural Playscapes
- Ice Skating Rink
- Skate Park
- Teen Activities

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19. Please rate the following goals for the Parks and Recreation Master Plan.

	Of the Highest Importance	Very Important	Important	Somewhat Important	Not Important
Development of New Parks and Recreation Facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Accessibility of Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Transportation to Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creation of Paved Biking/Walking Pathways	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Preservation of Natural and Cultural Resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
High Quality of Park and Facility Design	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recreation Programming for Residents	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Updating Existing Facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maximizing Use of Facilities by both Active and Passive Users	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Acquisition of New Property for Parkland	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Variety of Special Events at Parks and Recreation Facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nature Programming Activities at Parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improvement and Expansion of Red Cedar River Boardwalk	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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20. By which methods do you prefer to learn about Williamston's parks, facilities, recreation programs, and special events?

- Advertisements
- Brochures/Flyers
- Community Calendar of Events
- E-newsletter
- Social Media
- Friends and Neighbors
- City Website
- Magazines
- Newspaper Articles
- Radio
- Word of Mouth
- Digital Message Sign
- Other (please specify)

21. Pavilions at McCormick Park are currently used on a first-come, first-served basis. Should the City of Williamston permit the rental of pavilions for a small fee?

- Yes
- No
- Undecided
- Other (please specify)

22. How do you usually get to the parks or facilities?

- Walk
- Bike
- Drive
- Other (please specify)

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23. What is your age range?

- Under 18
- 18-34
- 35-49
- 50-64
- 65+

24. Including yourself, how many people live in your household?

- 1
- 2
- 3
- 4
- 5 or more

25. Do you live in the City of Williamston?

- Yes
- No

26. If you do not live in the City of Williamston, where do you live?

27. Thank you for participating in the Williamston Parks and Recreation Master Plan Survey!  
Please provide any additional comments you have for the Parks and Recreation Plan.