

Jamestown Charter Township Park Planning Committee Unofficial Minutes of August 15, 2019

Meeting start at 7 AM

Board members present Janet Oskin, Gail Altman, Mark, Pater, Lesli Kwaitkoski, Tim Schollaart

Others present: Jeff Bergstrom

The minutes of the July 17, 2019 were read and approved

3 pages of minutes taken by Tim Schollart included with hand out.

Next Scheduled meeting to be held on September 19, 2019 at 7:00 PM in the Township Hall.

Meeting adjourned at 9:00 PM.

Submitted by Jim Ondersma

8/15/19 – (By: Tim Schollaart) (Edits From 8/15/19 meeting in Red)

LAND ALLOCATIONS

1. Park Property
2. Jamestown DPW
 - a. How large of an area?
 - b. Location: to be along 24th adjacent to the fire station (possibly behind twp Hall or fire station to keep road frontage available for a nice park entrance. Underneath twp hall? Precast and area naturally drops off for walkout basement below.
3. Township Hall
 - a. How large of an area?
 - b. Location: to be along 24th adjacent to the fire station
4. Jamestown Baptist
5. Jamestown Harbor
 - a. Jeff Bergstrom attended
 - b. Pricing – Offer submitted from Harbor Churches
 - c. Uses: Multifunctional building, after school care, infant to 4yr old Daycare. “WeWork” type of business. 40,000 sqft building. Worship, gym, theater type space. Important to be in the heart of the park.
 - d. Shared parking lots, and Improvements
 - e. Will keep bathrooms open accessible for park use, all year round.
 - f. **Township to get an appraisal on the land. Jim Van Stensel <Jim@avsappraisers.com>**

FINANCES

6. Initial Funding
 - a. \$200k yearly bike paths maintenance: some to be allocated to Park Planning early stages
 - b. Sale of property to churches. Realtor valued at approximately \$25k-\$30k per acre based being in the vicinity of water & sewer
7. Reoccurring Revenue Budget
 - a. AYSO
 - i. What are AYSO needs: 3 fields
 - ii. Frequency for use
 - iii. Projected Revenue
8. Reoccurring Expenses (maintenance) Budget
 - a. Budget
9. Capital Raising
 - a. Corporations and Small Businesses
 - i. Signage, Amenity Sponsors
 - b. Local family legacy contributions
 - c. Township Residents
 - i. Sell benches, bricks, Cement path squares of bike path
 - ii. Program called Patronicity for fundraising <https://www.patronicity.com/>
10. Funds or Grants Available (Daniella Brouchard – Ottawa County Planning Department)
 - a. Parks Foundation possibly gives out grants

- b. Aaron Botbile? Would be a good source for funding opportunities
- c. Research Community Foundation & Hudsonville Chambers participation
- d. Research Michigan Trust Fund grants through the DNR, upwards of 200k-300k
- e. Research Home Depot Community grant/gift cards
- f. Donor letter template from Daniella
- g. Items to include that help for Grants
 - i. Educational features
 - ii. Healthy lifestyle
 - iii. Environmental preservation (native plant areas)
- h. Grant cycles typically run through Fall & Spring, some are revolving cycles
- i. Daniella will look in to high priority amenities surveys the County may have

DESIGN - Challenges to Review

- 11. Identify Buildable area based on topography. Fill will be needed along 24th. Where to get it: Pond, outside source imported. Possible retaining wall behind municipal buildings may be needed to create tiers to minimize fill needed along 24th.
- 12. Gas Main Easement
 - a. Identify locations (NO change to grade allowed in this area)
 - b. What restrictions are in the easement for use above surface
 - c. What depth is the gas main in at
 - d. Encroachment agreement available in the easement area?

DESIGN - Picking a firm to work with on design – MCSA vs Progressive AE vs Others

- 13. What information do they need from the committee for Design Firms to provide a ballpark design proposal
 - a.
- 14. RFP (Request for Proposal) needed for engineers and architects to submit bids?
 - a.

DESIGN - Park Amenities

- 15. Amenity to include (determine which are future adds and which are immediately included)
 - a. Soccer Fields
 - b. Bathrooms
 - c. Community Building
 - d. Baseball Fields
 - e. Frisbee golf
 - f. Pickleball
 - g. Pond
 - h. Jungle gyms (locate between fields so parents can have a visible)
 - i. Handicap items
 - j. Bike and walking paths connecting paths throughout
 - k. WIFI?
- 16. Long term goal amenities

DESIGN - Park Entrances

17. Main Entrance(s) (consider public
 - a. 24th Ave
 - b. Greenly St
 - c. Gates for closing off seasonal areas of the park. Close winter season areas
18. Auxiliary vehicle entrances
 - a. None proposed
19. Bike Path
 - a. To run around/through the whole park
 - b. Connect to adjacent neighborhoods

DESIGN – Maintenance

20. Barn
 - a. Storing equipment
 - b. Seasonal storage for some components of the amenities
 - i. Example: Soccer nets
 - ii. Identify all items

LEGAL - Counsel items needed

21. Review contract terms with crop farmer leasing the property
22. Park uses
 - a. Daycares for profit allowed?