

**Village of Lake Orion Parks and Recreation Advisory Committee**  
**Regular Meeting: Tuesday, June 25, 2024 6:30 p.m.**

**1. Call to Order by the Chairperson**

The Tuesday, June 25, 2024 Regular Meeting of the Village of Lake Orion Parks and Recreation Advisory Committee was called to order at Village Hall by Rosemary Ford at 6:32pm.

**2. Roll Call and Determination of Quorum**

Present: Chairperson: Rosemary Ford  
Vice Chairperson: Jody Hand  
Secretary: Cristy Garbacik  
Member: Erin Crane  
Absent: Council Member: Teresa Rutt  
Vacancies: None  
Also in attendance: DPW Director – Wes Sanchez

**3. Approval of Minutes**

**Meeting Minutes – May 28, 2024**

By Erin Crane,

RESOLVED: That the regular minutes of the May 28, 2024 meeting of the Parks & Recreation Advisory Committee be approved.

Seconded by Rosemary Ford and adopted: AYES: 4; NAYS: 0; ABSENT: 1.

**4. Call to the Public**

Per Wes Sanchez – Atwater resident concern

Property adjacent to Atwater Park contacted the Village due to concerns with fallen fence be replaced. DPW researched 2002, request per same resident for privacy fence. Around 2005 was approved by Village Council, permit in Village name, and built by DPW.

After further investigation, current fence has two panel sections needing repair. Also, assumption of fence being hit by vehicle backing out of resident’s L-shaped driveway caused damage.

**A motion** was made to replace 2 panels, not costing more than \$200, or tear down the entire fence.

By Jody Hand

Seconded by Erin Crane and adopted AYES: 4; NAYS: 0; ABSENT: 1.

**5. Approval of Agenda**

By Cristy Garbacik,

RESOLVED: To approve the Agenda of the Tuesday, June 25, 2024 Parks and Recreation Advisory Committee with the addition of 7C Atwater fence.

Seconded by Erin Crane and adopted AYES: 4; NAYS: 0; ABSENT: 1.

**6. Pending Business**

**A. Parks Maintenance.**

An updated parks maintenance needs list is presented on a word document **which is attached and incorporated as part of these minutes.**

Added:

- Green’s Park – Horseshoe pit and house need updates.
- Atwater Park – Paint top of main sign.
- Atwater Park – Crooked chairs.

Removed:

- Green's Park – Low flow toilets fixed, 30 min. timer to run water through pipes.
- Meek's Park – Install grip stickers to the wooden bridge due to slippery surface when wet.

### **B. Budget Review**

An updated budget list is presented on an excel document **which is attached and incorporated as part of these minutes.**

Concerns arose for the fiscal July 1 new budget. Some members thought our \$5000/year budget rolled over to the next year, as in the past. Other members thought we were previously advised our budget would no longer roll over and we would lose our fund if not used. Rosemary volunteered to ask.

## **7. New Business**

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### **A. Oakland County Grants**

This item was tabled due to lack of time in the schedule and will be revisited next meeting. Previously, Rosemary Ford received and sent email material from Shanna LaBair with Oakland County Parks. She shared information about RAPP (Recreation Assistance Partnership Program) which is a grant system. The program can provide mobile recreation units and/or nature education offerings.

### **B. Park Volunteers**

Concerns continue to rise with routine upkeep of the parks. Grass cutting and trash bin removal is always completed. Large maintenance items are cared for when time allows. However, routine weed removal, power washing of the playground equipment, and beautifying of the parks is a concern. An idea of creating a Sign-up Genius for community volunteers was discussed. As this is a high priority, we would like a more permanent solution. Discussion of contacting the DDA's maintenance person to hire was suggested and Rosemary volunteered.

**A motion** was made to hire a park maintenance employee for 8 hours a week, lasting 20 weeks from May through September. Parks and Recreation Advisory Committee would allot \$2,500 from their budget.

By Cristy Garbacik

Seconded by Erin Crane and adopted AYES:4; NAYS: 0; ABSENT: 1.

### Park Maintenance employee's weekly tasks:

Children's & Atwater Park:

- Wipe down benches, tables, and chairs.
- Wash playground equipment (contact DPW if Power washer is needed).
- Weed areas, especially by playground equipment (contact DPW if weed spray is needed).
- Pick up branches and lose trash.

Meek's Park:

- Wipe down benches, tables, and chairs.
- Weed areas, especially by Broadway arch entrance.
- Pick up branches, pinecones, and lose trash.

Additionally, we discussed Green's Park would not be included in the new park maintenance employee's tasks. Our reasoning was because of the multiple employees at this park. A suggested daily task list was created to help with park maintenance and beautification.

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Green's Park supervisor, beach attendants, and lifeguards suggested daily tasks:

- Pick up and dispose of goose feces.
- Clean bathrooms.
- Wipe down benches, tables, and chairs.
- Wash playground equipment (contact DPW if Power washer is needed).
- Weed areas, especially by playground equipment (contact DPW if weed spray is needed).
- Pick up branches, pinecones, and lose trash.
- Sweep dock, sidewalk, and basketball court.
- Water flowers.

**C. Atwater fence**

See above – Call to the Public

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**8. Reports**

**A. Green's Park beach mat and trees**

The DPW installed the ADA Mobi Mat donated by the Daisy Project. The mat was installed in the middle of the beach sand. *Request to relocate the mat.* The mat was measured and sized to be placed on the north end of the beach (closer to the bathrooms) on an angle off the sidewalk. This allowing a patron to use the shortest length to the water. Additionally allowing less sand to be covered by the mat. Also allowing the DPW to have an easier time replacing sand each year.

Previously, Rosemary contacted the Daisy Project who offered a beach mat at Green's Park. The ADA Mobi Mat only comes on a straight cut, so the diagonal measurement needed to be reevaluated before paperwork could be submitted.

Wes reported he purchased trees and bushes. These would be planted next.

Previously in May Wes found he can receive prices on trees and bushes at Wojo's at half the cost of our quotes. He confirmed he would purchase and have the trees planted in the areas stated below. Previously, during our February meeting DPW director, Wes, offered to receive quotes on trees and bushes. This business has been delayed due to DPW approval of purchasing. The previous motion from August, requesting council to approve the purchase of trees and bushes for the parks, came back with Darwin McClary requesting we work with DPW to prepare a schematic of the proposed planting and cost estimate report. This would be required before the consideration of the motion be approved. The previous motion recommended...

Green's Park – One Sugar Maple tree (about \$500) to replace pine tree north of the U dock and closer to the water edge.

Children's Park – One River Birch tree (between \$250-625 depending on size) to replace the fallen tree on the north side of the Paint Creek by Cookies and Cream. One Sugar Maple tree (about \$500) to support bank stabilization on the south side of the Paint Creek by the gazebo. Three Spirella bushes (about \$50 each) to landscape next to the red slide to reduce erosion.

**B. Atwater basketball court**

Wes mentioned he would like to call his contact confirming the current quote. Previously in May, Erin Crane received a quote from Birmingham Seal for \$30,733.00 to replace Atwater's basketball court about 50x50. Additionally, they could remove the current court for \$4,7000. Unger Park would cost \$15,000.00 for a quarter court to be installed. Suggestions to reach out to Orion Township for support with cost was suggested.

**C. Paint Creek Bank Stabilizing Options**

This item was tabled due to lack of new information and will be revisited next meeting.

Previously in May Rosemary Ford sent an email, on behalf of the committee, to Darwin and Wes with our extreme concern about the deterioration of the bank stabilization.

Wes shared with us that he, Darwin, and Carol in Engineering gathered to observe the Paint Creek Bank and concerns about the stabilization. They concluded the water was washing away from the top of the land causing the erosion. Additionally, an EGLE MS4 inspection will get in touch with a bank supporter.

Previously, Teresa discussed with Wes (DPW) with reaching out to Carol in Engineering to receive approval for Coir logs to be placed at anytime regardless of the permanent stabilization options based on the grant. Especially along the Paint Creek in Children’s Park close to the gazebo and in Meek’s Park where the erosion is close to the sidewalk. Teresa will discuss with Darwin our application with the Community Development Block Grant (CDBG).

**D. Green’s Park Docks**

Wes reported he purchased cleats, caps, and bumpers. These would be installed next.

Previously in May Cristy Garbacik contacted John Jones from Walk on Water, the company who installed the new docks at Green’s Park. He met her at the docks to discuss cleats. Cristy took notes, pictures, and videos of the explanation and materials. There are 3 docks with 4 cleats needed on each, equaling 12 cleats needed. Suggested Mxeol Marine Stainless cleats (can be purchased on Amazon). Stainless steel bolts 3 inches and nylon nuts equaling 24 bolts and 24 nuts (can be purchased at Ace Hardware). Additionally, John mentioned he originally offered to attach cleats when installing the docks, he again offered when approached last summer, and offered again to install for \$200 if we purchase materials. All information was sent to Wes and Jose. John also noticed the dock closest to the park was dipping towards the water and was not even. He explained how to adjust the clamp. Additionally, 4 pole covers are missing. Wes mentioned he has the 2-inch black plastic caps to place on top of the dock poles.

**9. Items to Be Placed on Next Agenda**

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Pending Business

    Parks Maintenance

    Budget Review

        Budget rollover

New Business

    Oakland County Grants

    Park Employee

    Atwater Fence

    Green’s park Horseshoe area

Reports

    Green’s Park beach mat and trees

    Atwater basketball court

    Paint Creek Bank Stabilization

    Green’s Park Docks

**10. Date of Next Meeting**

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Tuesday, July 23, 2024 at Green’s Park.

**11. Committee Member Comments**

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Jody Hand mentioned changing our next meeting location to Green’s park and contacting Orion Review for a photo opportunity with the Daisy Project and the Mobi Mat.

Rosemary Ford mentioned again that she would like to take a picture of the Sons of the American Legion and the basketball net at Atwater Park to submit to the newspaper for a community recognition.

**12. Adjournment**

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On a motion by Cristy Garbacik, seconded by Jody Hand, the Parks and Recreation Advisory Committee Meeting adjourned at 8:30pm.

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Rosemary Ford, Chairperson

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Cristy Garbacik, Recording Secretary

Date Approved: as presented July 23, 2024.

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# Lake Orion Village Parks Maintenance Items

Updated Per June 25, 2024 Meeting

Red =1<sup>st</sup> Priority, Orange =2<sup>nd</sup> Priority, Blue = 3<sup>rd</sup> Priority

1 – Power wash and weed all parks monthly or as needed.

## **Children’s Park**

- 1 – Relandscape next to the red slide with spirella – Wes DPW purchased at Wojo’s and ready to plant
- 1 – Replacement 2 trees for Children’s Park – Wes DPW purchased at Wojo’s and ready to plant
- 2 – Stones that create the walls are disintegrating
- 3 – North hill lack of grass (caused by bikes, etc.) and eroding – mulch and landscaping (bushes)
- 3 – Picnic table multiple seats cracked (close to parking lot) – DPW to replace with wood

## **Meek’s Park**

- 1 – Bank stabilization needed!!! – eroding very close to sidewalk – Teresa/Darwin/grant – DPW/permit
- 2 – Weed garden and sign attached to granite block – Wes DPW/Rose
- 2 – Adjust placement of new sign from Atwater to new pedestrian bridge.

## **Green’s Park**

- 1 - (5/26/15) East-West seawall repair is failing.
- 1 – Explore goose poop prevention methods (light and goose spray/didn’t work, Cristy/Goose Busters)
- 1 – Volleyball court needs sand
- 1 – Cleats, caps, bumpers need to be installed for new docks – Wes DPW repurchased and ready to install
- 1 – Repair and restore sprinklers to water lawn – (motion / DPW working on a quote)
- 1 – Verify locks for bathrooms – Teresa to check with Darwin
- 1 – Plant New Tree that won’t kill grass - Wes DPW purchased at Wojo’s and ready to plant
- 2 – Sign for park with rules, directional map, passes required, & “for park users only” – dock time limit?
- 2 – Directional map at park entrance – Riva to create and share
- 2 – Installing security video cameras for docks and outside bathrooms (funded with boat passes)
- 3 – Park passes need to be numbered and names clearly written. (Rosemary / office)
- 3 – Horseshoe pit and house need updates (Rosemary contact Horseshoe Club)

## **Swiss Village Park**

- 3 – Border around playground

## **Unger Park**

- 1 – Japanese Knotweed needs to be removed

## **Atwater Park**

- 1 – Basketball court needs to be replaced (Erin received quotes/Wes to requote)
- 2 – Concerns about the increase of dog waste in the baseball field (Ordinance Chapter 96.09)
- 3 – Paint top of main sign
- 3 – Chairs crooked around tables

Village of Lake Orion Parks and Recreation Advisory Committee  
Regular Meeting Minutes of June 25, 2024

<b>Village of Lake Orion Parks &amp; Recreation Committee Budget</b>						
<b>2024-2025 Possible Budget Items for Planning</b>						
	<b>Budget Item</b>	<b>Priority Level</b>	<b>Cost Estimate</b>	<b>Cost Actual</b>	<b>Notes</b>	<b>Voted &amp; Agreed</b>
1	Children's and Meek's Park - Bank Stabilization	High				
2	Atwater Park Basketball Court - 4"	High	\$6,000	Birmingham Seal \$30,733.00 (50x50) removal +\$4,700 5-28-24	DPW to look into cost 6-25-24	
3	DPW Assigned daily maintenance employee on grounds	High	\$2,500		Motion and contact DDA	Yes 6-25-24
4	Green's Park Pavillion at SW of basketball court	High				
5	Atwater Additional Swings	Medium	1200-1500			
6	Children's Additional Shade Sail(s) (1-3)	Medium	1200 each			
7	Green's Park Retaining Wall	Medium				
8	Children's Park Bridge	Medium				
9	Unger Park Basketball court	Medium		Birmingham Seal \$15,000.00 5-28-24 (quarter court)		