

**Leelanau County Parks and Recreation Commission  
Myles Kimmerly Park Committee**

Wednesday, January 19, 2022 – 3:45 p.m., *or immediately following the Regular Session, whichever is later*  
Leelanau County Government Center, Suttons Bay, Michigan  
*Tentative Minutes – Meeting Recorded*  
<https://www.leelanau.gov/meetingdetails.asp?MAId=2254>

Call to Order:

A meeting of the Myles Kimmerly Park Committee was called to order by Committee Chairman Don Frerichs at 4:06 p.m.

Pledge of Allegiance:

Committee Chairman Frerichs waived the “Pledge of Allegiance,” as it had been previously recited at the Parks and Recreation Commission’s Organizational Session.

Roll Call:

Steve Christensen  
Don Frerichs, *Chairman*  
Rick Robbins  
Michael Smith

Staff Present:

Laurel Evans, Executive Assistant  
W. Scott Bradley, Maintenance Worker

Approval of Agenda and Late Additions/Deletions:

**Motion by Smith to approve the agenda, as presented. Seconded by Christensen**

Discussion – None.

**Ayes – 4 (Smith, Christensen, Frerichs, Robbins)**

**No – 0**

**Motion Passes.**

Public Comment:

None.

Action Items –

Approval of Minutes:

August 25, 2021, September 15, 2021, and November 17, 2021.

**Motion by Smith to approve the meeting minutes dated August 25, 2021, September 15, 2021, and November 17, 2021, as presented. Seconded by Robbins.**

Discussion – None.

**Ayes – 4 (Smith, Christensen, Frerichs, Robbins)**

**No – 0**

**Motion Passes.**

Portable Toilets Shelter:

Committee Chairman Frerichs said the portable toilets shelter would be installed up the hill from where the old grub shack was located. He added that the committee felt an enclosure would be more aesthetically pleasing for the park. Frerichs reviewed the cost analysis (part of packet, link listed above) for the portable toilets shelter to aid in making the decision about

whether to leave the portable toilets as is or to build the enclosure. The estimate for a 12-foot by 20-foot slab was \$339.00 - \$378.00 for the concrete and \$624.00 for labor, and he estimated the structure from Menards to be \$5,446.69, not including labor. He was advised by Menards to calculate labor by doubling the cost of materials and adding 10 to 20 percent, but he added that Commissioner F. Jon Walters advised to triple the cost of materials.

Smith supported the shelter, though not necessarily a completely enclosed structure. He thought the way the toilets are scattered now does not “set the right tone” for the park. Robbins inquired if anyone had contacted Williams Pumping (the company that leases the toilets to the park) for design suggestions and to see what they need to be able remove the porta potties from the shelter. Bradley said he had not talked with Williams. Christensen said the biggest improvement that was built into Commissioner Walter’s design was an ADA-compliant facility and he thought that was a nice addition have that capability. Frerichs said he did not account for the cost of the path from the driveway to the toilet shelter because he did not know if the path should be paved or if crushed gravel or stone should be the option. It depended on which would be more cost-effective. Smith thought the type of stone used for the pathway at Veronica Valley Park would be more than adequate.

Robbins suggested keeping the dimensions of the slab for the shelter to a useful size and building it up to code in case in the future they wanted to upgrade the facility or turn it into a building. Christensen estimated it would be between \$15,000.00 and \$20,000.00 to build the shelter, depending on excavation costs. Christensen thought the committee should present their plan to the full Parks Commission to get direction and to get closer to a final cost. He said step one is to have a ballpark figure to present to the full Parks Commission with the details to follow.

Evans suggested a less costly structure using lattice and shrubbery given the plan for a building down the road. Smith suggested enlarging the size of the slab to 16- by 24-feet; Evans then suggested creating half the footprint needed for a full project, yet still adequate for the proposed portable toilets shelter. Bradley added that the measurements for a universally accessible porta potty is 5- by 5 ½-feet.

#### Shed Addition to Maintenance Building:

Committee Chairman Frerichs estimated the cost for the concrete for the building slab to be \$875.00 to \$985.00 and \$1,664.00 for the labor. Materials were estimated to be \$5,530.00 as of December 2021, but increased to \$6,997.00 as of the first of the year. Not accounted for was the expense of insulation, electrical, and labor to construct the building. Christensen thought \$25,000.00 was a good ballpark figure for the estimate to construct the shed addition.

Committee Chairman Frerichs asked which project was the priority; the toilets enclosure or the shed addition? Bradley responded that he felt the walking path should be the priority.

Paved Loop Trail:

Robbins said it might take two to three weeks before he hears back from Elmer’s Crane & Dozer regarding an estimate to pave the trail. Robbins said with a subgrade, six inches of road gravel, and two inches of asphalt on top, he was unsure of how far the committee’s estimate of \$200,000.00 would go. Frerichs suggested starting with a base to see how much the trail gets used before deciding to pave it. Bradley dissented, remarking if just putting down a base proves to be sufficient, paving would be more difficult to justify and get approved by the Board of Commissioners. Robbins said in the long run, a base would end up costing more because it would have to be removed before paving. Robbins added that at today’s County Board meeting, he did not get “good vibes” about funding for the project from ARPA (American Rescue Plan Act) money. He said improving broadband internet and cellular phone service within the County is taking priority. Evans suggested it was time to pursue grant funding as a better option. Frerichs asked for clarification regarding the grant process, specifically the timing of when to go before the County Board of Commissioners for approval to pursue a grant. Christensen explained that each grant has a unique procedure that dictates the approval process. Evans added that Board approval is required to apply for and accept the funds. Discussion ensued regarding where to look for grants and what grants might be available locally. Robbins said he planned to pursue an estimate from Elmer’s without mention of the budgeted \$200,000.00 amount. Committee Chairman Frerichs asked Evans for access to the grant site.

Public Comment:

None.

Board Member Comment:

None.

Adjournment:

**Motion by Smith to adjourn. Seconded by Christensen.**

**Ayes – 4 (Smith, Christensen, Frerichs, Robbins)**

**No – 0**

**Motion Passes.**

The meeting adjourned to the call of Committee Chairman Frerichs at 4:45 p.m.

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Lori Eubanks, Recording Secretary