



CITY COUNCIL SPECIAL MEETING AGENDA – August 31, 2020

Electronic Meeting, 7:30 p.m.

The Governor of the State of Michigan, pursuant to the provisions of the Emergency Management Act, 1976 PA 390, as amended, MCL 30.401-.421, and the Emergency Powers of the Governor Act, 1945 PA 302, as amended, MCL 10.31- 33, issued an Executive Order, No. 2020-129, which **authorized remote participation in public meetings. It has been determined by the City of Mason that an electronic meeting is necessary to protect the public health. Public participation is encouraged and procedures facilitating that participation are outlined in supplemental materials attached.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE AND INVOCATION**
4. **PUBLIC COMMENT**
5. **PUBLIC HEARINGS**
 - A. Public Hearing Related to the Michigan Department of Natural Resources 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport Grants to Assist with Proposed Rayner Park Playground Improvements
 1. Resolution 2020-23: Approval to Submit Grant Applications for the Michigan Department of Natural Resources 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport Grants to Assist with Proposed Rayner Park Playground Improvements.
6. **ADJOURNMENT**

CITY COUNCIL MEETING

ELECTRONIC MEETING INFORMATION

PLEASE TAKE NOTICE that the meeting of the City of Mason City Council scheduled for **August 31, 2020, starting at 7:30 p.m.**, will be conducted virtually (online and/or by phone) due to health concerns surrounding Coronavirus/COVID-19, under the Governor of Michigan's Executive Orders 2020-59, 2020-75, 2020-129, and 2020-154.

The City of Mason will be using Zoom to host this meeting. A free account is required to use Zoom. Please take the time to download and set-up Zoom prior to the meeting. Zoom may be accessed here: <https://zoom.us/>

MEETING INFORMATION:

Topic: **City Council Meeting**

Time: **August 31, 2020 at 7:30 p.m.** Eastern Time

Meeting ID: 780 280 231

Video Conference Information: **Link to join online:** <https://zoom.us/j/780280231>

- You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided above.

Phone Information: **Dial 301.715.8592**

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact Michigan Relay at <https://hamiltonrelay.com/michigan/index.html>.

Resources: More Questions? Please Contact our Customer Service Desk at 517.676.9155.

Electronic Meeting Rules for Public

- All public participants entering the meeting will automatically be muted upon entering.
- All public participants should either turn off or leave off their video camera. Only City Council members will be allowed to have their video cameras on. Your video camera will be turned off for you if you do not turn it off yourself.
- Public comment:
 - Public only will be allowed to address the Council during Public Comments
 - Public is allowed three (3) minutes to speak.
 - Public must state the name and address slowly and clearly before they start to address the Council.
 - Public comments will be addressed in the following order:
 1. Those provided in writing by 6 pm on the day of the meeting sent to masonclerk@mason.mi.us will be read aloud by Mayor.
 2. Those requesting to speak during meeting, by providing name, address in by 6 pm on the day of the meeting sent to masonclerk@mason.mi.us.
 3. Those using the Video Conference Portion (not calling on a telephone) will be asked to use the “Raise Your Hand” Feature in Zoom. The Mayor will call on individuals to speak and they will be unmuted at that time.
 4. Participants that are available only by phone, after the Mayor requests.
- Inappropriate or disruptive participants will not be allowed or tolerated and will be removed from the meeting.
- Due to the electronic nature of this type of meeting the Mayor, at his discretion, may adjourn the meeting with or without notice for any reason. Every attempt will be made to remain connected to the meeting, however two examples of abrupt adjournment may be computer connectivity issues or lack of appropriate participation. According to the Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540).

ADDITIONAL ZOOM INSTRUCTIONS FOR PARTICIPANTS:

PHONE INSTRUCTIONS - to join the conference by phone

1. On your phone, dial the teleconferencing number provided above.
2. Enter the **Meeting ID number** (above) when prompted using your touch- tone (DTMF) keypad.

VIDEOCONFERENCE INSTRUCTIONS – to watch and speak, but not to be seen

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided above. The details include a link to “Join via computer” as well as phone numbers for a conference call option. It will also include the 9- digit Meeting ID.

To join the videoconference:

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided above.
2. Enter the **Meeting ID number** when prompted using your touch- tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2- digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a **“Raise Hand”** icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.



Agenda Report: August 31, 2020 City Council Meeting

AGENDA ITEM:

- Public Hearing Related to the Michigan Department of Natural Resources 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport Grants to Assist with Proposed Rayner Park Playground Improvements
- Resolution 2020-23: Approval to submit grant applications for the Michigan Department of Natural Resources 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport grants to assist with proposed Rayner Park playground improvements.

RECOMMENDED ACTION

- Hold Public Hearing and Consider Public Testimony
- Approve Resolution 2020-23

HISTORY

From 1993 – 2016, Rayner Park was owned by the Ingham County Parks and Recreation Department. In 2010, the City entered into an option agreement with the County when they could no longer maintain it the park and the community wanted to keep it open. In 2016, park ownership transferred to the City of Mason who has continued maintenance for the last four years.

In July of 2019, City staff requested that the Rayner Park play structure be evaluated by an Inspector from its manufacturer, **Playgrounds by Leathers** to determine the maintenance plan for the structure and whether it met current requirements. The evaluation was received by City Council in August 2019. The inspector noted that the structure was in very good shape for its age, and the report documented concerns such as the condition of the equipment, ADA accessibility, hazards and risks including arsenic leaching from the wood treated with CCA, and risks from gaps on slides.

The report offered two options:

- **\$120,000 plus community labor** - Improvements will help reduce overall maintenance needs, bring the majority of the playground into safety compliance (current version of ASTM F1487 and CPSC Pub.325.) and ensure the structure last an additional five years or more.
- **\$325,000 plus community labor** - new structure with modern materials, 30-year life expectancy, and minimal maintenance needs (does not include cost for demo/removal);

The study was considered as part of the five-year Parks, Recreation and Non-Motorized Plan 2020-2024, the community provided input through the process of the plan including specific to Rayner Park, and an online survey specific to the Rayner Park Playground in March 2020. The adopted Plan outlined the goals regarding ensuring ADA compliance and evaluation of the long-term maintenance costs of any investment. Staff's recommendation is based on the study from Playground by Leathers, public feedback, and evaluation of that the best long-term investment, which is to replace the playground. This would be more feasible with significant grant funding.

Three grant applications have been prepared for the Michigan Department of Natural Resources 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport grants to assist with proposed Rayner Park playground improvements. For the grant, preliminary concepts were prepared based upon the community preference to replace the play structure. If awarded, the specific park improvements will be finalized with additional community input before any work begins. The grant estimates the total project cost to be \$485,000 based upon concepts for playground replacement (with demolition/removal). Please note that the estimates

were obtained pre-COVID-19, actual costs may increase as community labor will be limited due to social distancing requirements.

Staff understands there is some concern regarding acknowledging the efforts of the community members that were part of the installation of this playground. The Mason community has grown over the last 27 years to include new families and businesses. The Rayner Park Playground Improvement project can be the perfect opportunity to bring our long-time community members together and welcome those who are new. Our growing community can be tangibly represented by re-using the existing wood posts in an expanded enclosure that allows for new names to be intermixed. Interpretive signage at the playground can also incorporate pictures of the original wood structure and provide a history of the park and honor community members' contribution. This would be discussed and evaluated during the public process finalizing the design.

SUMMARY

Authority: The City carries the obligation to protect the health, safety and welfare of the community through appropriate maintenance, repair and replacement of capital facilities. The City is authorized and required to prepare a Master Plan, sub-area plans and capital improvement programs for parks and recreational facilities in accordance with the Michigan Planning Enabling Act 33 of 2008 and City of Mason Ordinances Chapter 50 - Planning. An approved five-year Parks and Recreation Plan and a resolution supporting the application is required by the MDNR in order for a community to be grant eligible through their agency.

Urgency: The grant application deadline was April 1 and a grant application was submitted to replace the playground equipment per the Parks and Recreation Plan. Public hearings were encouraged to be delayed at the time due to COVID 19, and the DNR specifically allowed this type of supplemental information to be submitted in September. Approval of Resolution 2020-23 will allow staff to complete the requirements of the grant applications within the supplemental period. We believe, due to COVID, the City may be more competitive for this round and does not want to miss the window for submission for consideration.

Relation to Other Actions: If awarded, additional public comment regarding specific design details and the actual playground contract would be required to come before Council.

FISCAL IMPACT

Current Budget: None

Future Budgets: The grant award announcement is anticipated in December. If awarded, a Project Agreement (PA) is signed by the grantee and executed by the DNR. Projects are given two years from the date a PA is signed for completion. The City and/or other donors would be required to provide the following match to supplement the estimated project cost of \$485,000.

GRANT NAME	AMOUNT REQUESTED
Land and Water Conservation Fund Application 2020	\$242,000 (maximum 50% of total project cost)
Michigan Natural Resources Trust Fund Application 2020	\$242,000 (maximum 50% of total project cost)
Michigan Recreation Passport Grant Program 2020	\$150,000 (maximum 25% of total project cost)

ADDITIONAL MATERIAL

A webpage dedicated to [Rayner Park Playground Improvements \(click here\)](#) provides the following documents:

- Assessment of the Rayner Park Play Structure by Leathers & Associates (L&A – Playgrounds by Leathers)
- Five-year Parks, Recreation and Non-Motorized Plan 2020-2024, adopted by City Council on February 3, 2020
- Rayner Park Playground Survey and Survey Results, March 2020
- Grant Applications including letters of support for Michigan Department of Natural Resources 2020: Trust Fund, Land and Water Conservation Fund, and Recreation Passport Grant.

Introduced:
Second:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2020-23**

A RESOLUTION APPROVING THE SUBMITTAL FOR THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES 2020 TRUST FUND, LAND AND WATER, AND RECREATION PASSPORT GRANTS TO ASSIST WITH PROPOSED RAYNER PARK PLAYGROUND IMPROVEMENTS

August 31, 2020

WHEREAS, the City of Mason has prepared three grant applications to be submitted for the Michigan Department of Natural Resources 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport grants to assist with proposed Rayner Park playground improvements; and

WHEREAS, the City of Mason has committed funding in its six-year Capital Improvement Program 2020-2026 to support the required match for an awarded grant being either the Land and Water Conservation Fund or National Resources 2020 Trust Fund in the amount of \$242,000 (50% of total project cost); or the Michigan Recreation Passport Grant in the amount of \$363,750 (75% of total project cost); and

WHEREAS, the recommended playground improvements are based upon public input and research completed for the recently approved City of Mason five-year Parks, Recreation, and Non-motorized Plan 2020-2024, and an assessment of the playground completed by the manufacturer – Playgrounds by Leathers; and

WHEREAS, two community open houses were held on October 12 and December 14, 2019, at Mason City Hall to provide an opportunity for citizens to provide input regarding parks, recreation and non-motorized opportunities within the community for the five-year plan; and

WHEREAS, citizens were provided opportunities for providing input specifically for the Rayner Park playground improvements through an on-line public opinion survey from March 24 through March 29, 2020; and

WHEREAS, an electronic public hearing was held on Monday, August 31, 2020, via Zoom to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the grant and proposed Rayner Playground improvements; and

WHEREAS, the City of Mason has prepared the grant for the benefit of the entire community to assist in meeting the recreational needs at Rayner Park.

NOW THEREFORE BE IT RESOLVED, the City Council hereby authorizes the City Manager to submit a grant application to the Michigan Department of Natural Resources for the 2020 Trust Fund, Land and Water Conservation Fund, and Recreation Passport grants and negotiate final terms of the grant agreement consistent with this resolution, if selected for funding; and

BE IT FURTHER RESOLVED, the City Council hereby authorizes the budget amendments within the current fiscal year required to facilitate this project consistent with this resolution, if selected for funding prior to July 1, 2021.

YES: (0)
NO: (0)
ABSENT: (0)

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at a special meeting held Monday, August 31, 2020, the original of which is part of the City Council meeting minutes.

Sarah J. Jarvis, City Clerk
City of Mason, Ingham County