



PLANNING COMMISSION MEETING AGENDA
JONESVILLE CITY HALL | 265 E. CHICAGO STREET | JONESVILLE, MI
FEBRUARY 12, 2025 - 7:00 P.M.

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**
- 2. APPROVAL OF AGENDA** [Action Item]
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES** [Action Item]
 - A. January 8, 2025 Meeting
- 5. PUBLIC HEARING AND SUBSEQUENT ACTION**
 - A. None
- 6. UNFINISHED BUSINESS**
 - A. Wright Street Park Concept Plan
 1. Consider Recommendation of a MNRTF Grant Application [Action Item]
- 7. NEW BUSINESS**
 - A. None
- 8. OTHER BUSINESS**
 - A. Project Updates
- 9. ADJOURNMENT – Next meeting Wednesday, March 12, 2025 at 7:00 p.m.**

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of January 8, 2025**

A City of Jonesville Planning Commission meeting was held on Wednesday, January 8, 2025 at the Jonesville Police Department, 116 W Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:01 p.m.

Present: Christine Bowman, Jim Ackerson, Brenda Guyse, Kayla Thompson, and Ryan Scholfield.

Absent: Ken Koopmans and One Vacancy

Also Present: Jeff Gray, Charles Crouch, and Tim Bowman.

Brenda Guyse led the Pledge of Allegiance and the moment of silence.

A motion was made by Brenda Guyse and supported by Kayla Thompson to approve the agenda as presented. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

There were no corrections to the Minutes of December 11, 2024. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

Tim Bowman thanked the Planning Commission for all of their work with the Wright Street Park Concept Plan.

Rick Stout of Fleis & Vandenbrink was unable to join via virtual meeting. Discussion ensued regarding the Planning Commission's thoughts on priorities for phasing Wright Street Park improvements. After lengthy discussion the Mr. Stout prepared a park layout and cost estimated, based on the "bubble concept" that was approved by the Planning Commission last month. Discussion ensued of the layout, project costs and priorities for potential project phasing. The January Planning Commission meeting will focus on a discussion of project priorities. The priorities are 1). Playground Equipment, 2). Walking Trails, 3). Dog Park, 4). Pavilion, and 5). Improved Parking. This information will be shared with Rick Stout of Fleis & Vandenbrink and discussed further at the February Planning Commission meeting.

A motion was made by Brenda Guyse and supported by Jim Ackerson to adopt the 2024 Annual Report. All in favor. Absent: Jim Koopmans and One Vacancy. Motion carried.

Brenda Guyse made a motion and was supported by Kayla Thompson to adopt the 2025 Work Plan. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

A motion was made by Brenda Guyse and supported by Ryan Scholfield to nominate Christine Bowman, Chair; Kayla Thompson, Vice-Chair; and Jim Ackerson, Secretary. All in favor. Absent: Ken Koopmans and One Vacancy. Motion carried.

Manager Gray provided updates.

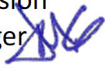
The next meeting is scheduled for Wednesday, January 12, 2025 at 7:00 p.m.

The meeting was adjourned at 8:23 p.m.

Submitted by,

Cynthia D. Means
Clerk



To: Jonesville Planning Commission
From: Jeffrey M. Gray, City Manager 
Date: February 7, 2025
Re: Manager Report and Recommendations – February 12, 2025 Planning Commission Meeting

6. A. Wright Street Park Concept Plan **[Action]**

Rick Stout, our concept plan designer with Fleis and Vandenbrink, has reviewed the priorities developed at the January 8th Planning Commission meeting and has developed a draft plan and estimate for a first phase of construction at the Wright Street Park. The phase is the appropriate scope for a Michigan Natural Resources Trust Fund Grant.

The purpose of the meeting is to review the proposal, discuss any changes that the Planning Commission would prefer, and then consider making a recommendation to the City Council for the proposed first phase of development. The recommendation will be presented to the City Council for discussion at their February 19th meeting; a resolution would be presented for their consideration at the March 19th meeting to endorse proceeding with the grant application.

Please carefully review my memorandum to Mr. Stout and confirm that it accurately summarizes the priorities discussed at the January meeting. Please also review the phase one concept plan and cost estimate and be prepared to discuss questions, concerns, or other preferences. Mr. Stout has also prepared the attached memorandum in reference to the school's football field and future consideration of uses associated with Wright Street Park. Rick Stout will join via virtual meeting. *Please refer to the attached priority summary memo, phase one Concept Plan and Cost Estimate, and memorandum regarding the adjacent football field.*

8. A. Project Updates

This section of the agenda is reserved for an update on current and pending projects in the City.



MEMORANDUM

TO: Rick Stout, Fleis and Vandenbrink

FROM: Jeffrey M. Gray, City Manager

DATE: January 10, 2025

SUBJECT: Wright Street Park Plan Priorities

The Planning Commission reviewed Concept E 2.02 at their meeting on January 8th and discussed priorities for the various improvements that are proposed. The Commission identified seven distinct component projects listed as follows, in no particular order:

1. Entertainment Pavilion/Bandshell
2. Playground Improvements
 - a. 2-5 Play Area
 - b. 5-12 Play Area
3. Dog Park
4. Improved Ball Fields
5. New Courts
 - a. Pickleball
 - b. Basketball
6. Improved Parking
7. Walking Trails

The Planning Commission engaged in an exercise to poll priorities amongst these various improvements. The five Planning Commission members in attendance participated, along with three staff members, and a member of the public in attendance at the meeting.

Each participant was given 10 sticky notes to apply as individual “votes” to the seven projects. The votes could be distributed as the participant chose, with each vote representing their view of the priority that should be placed on that particular component. Participants were encouraged to vote for the components that they preferred to see accomplished without regard to perceptions on phasing with other components or construction constraints. They were advised that you could provide that context once you had the opportunity to review their preferences.

The photograph below illustrates the board after the votes were tallied. The circled number represents the vote. The Planning Commission also cross referenced the priorities shown in the Recreation Plan, which described those projects as either an (I)mmediate, (M)edium Term, or (L)ong Term priority. The dollar amounts shown on the board reflect approximate costs, as reflected in your previous estimate; these numbers don’t reflect allocation of mobilization, landscaping, grading or other construction costs

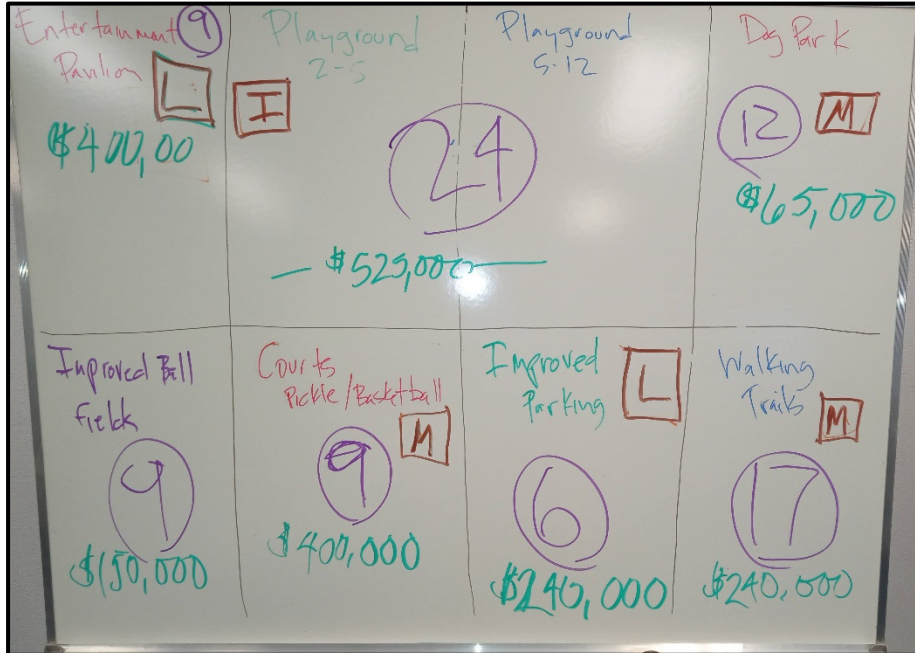
Wright Street Park Plan Priorities

January 10, 2025

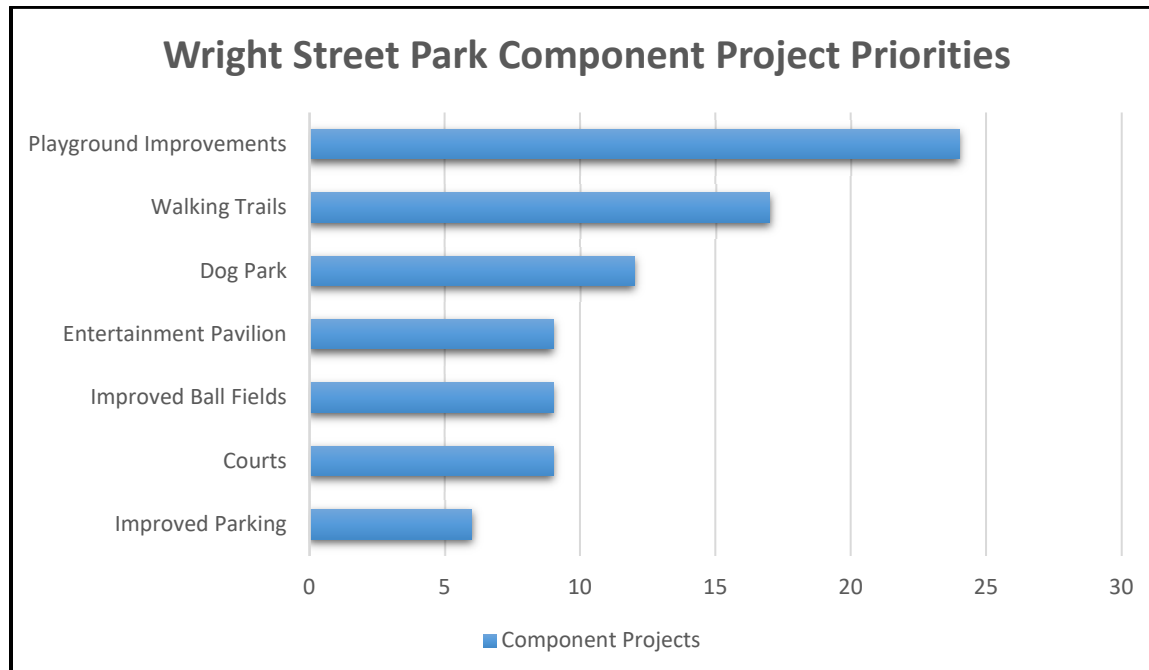
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that were distributed throughout the estimate. They were simply used to provide an approximate scale to the respective components.

Priority Voting – January 8th Planning Commission Meeting



With the voting illustrated another way, the priorities were identified as follows:



The Planning Commission will appreciate your guidance on the appropriate phasing and financing of the various improvements in light of these project priorities.

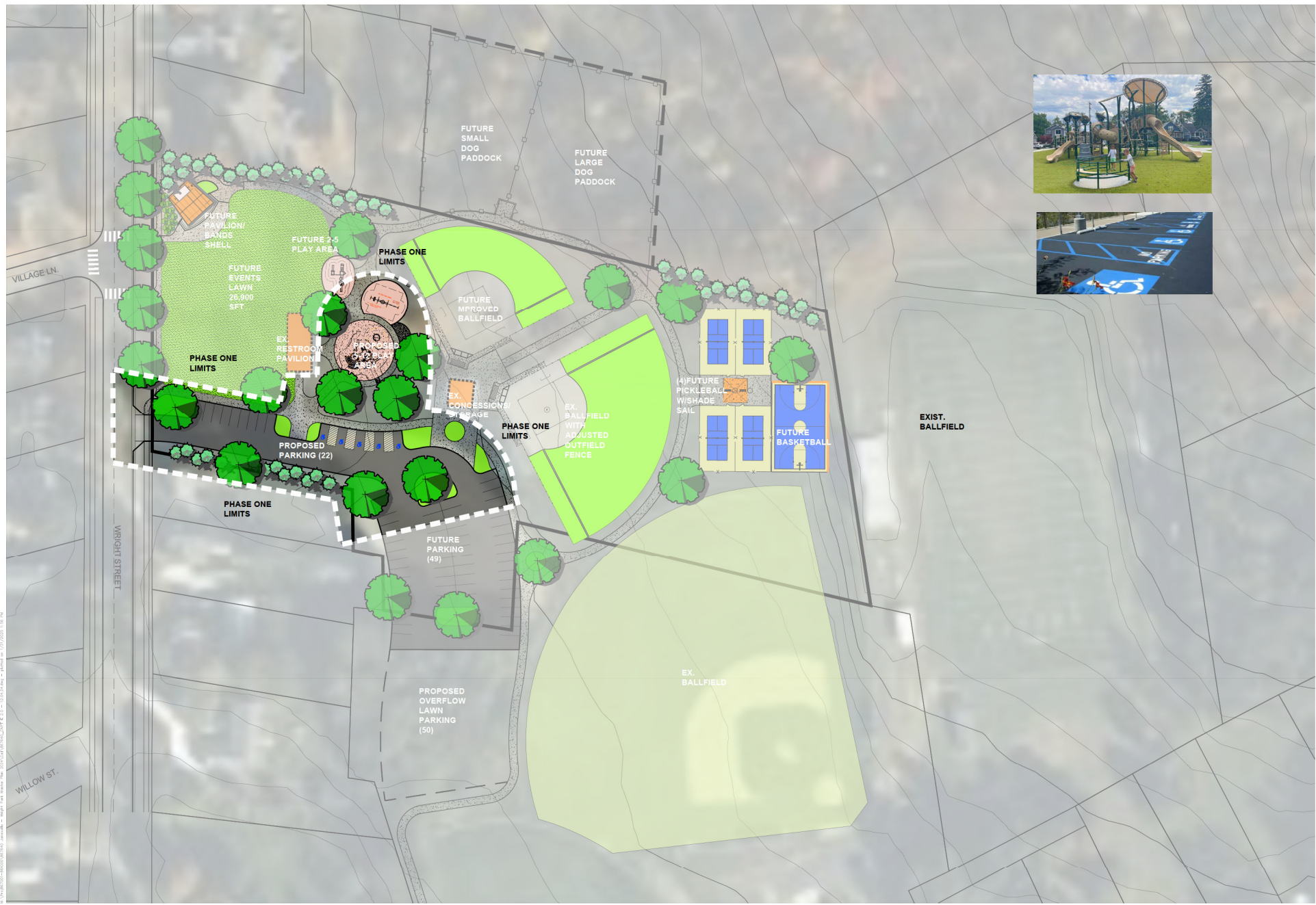
Jonesville Community Schools Football Field

In addition to the discussion on park priorities, I briefed the Planning Commission on my meeting with School Superintendent Erik Weatherwax in reference to the football field that is adjacent and east of the Wright Street Park. The school has recently announced that it has a donor that intends to build a new track and football complex on the high school property.

The land where the current field sits was deeded to the school with the stipulation that if it is no longer used for recreation or educational purposes that ownership would return to the City. The School Board has not determined its intentions with the property, but Superintendent Weatherwax anticipates that it will be probable that the school will not retain ownership of the property. There will be subsequent conversations about certain demolitions that will likely take place, as the main stands and press box have been determined to have certain deficiencies. There are other amenities that will need to be discussed, as well. These include a concession and restroom facility that are currently served with utilities through the school property.

The Planning Commission would appreciate your review of the property for your opinion of its probable use, and whether its addition to the park property would or should change any recommendation about the relationship of improvements to the park property.

Perhaps it would be appropriate to schedule a call or video conference to clarify the Planning Commission discussion and questions.



2080 Linnell Dr York, ME
 General Inquiries: 603.877.7000
 Fax: 603.877.7005



WRIGHT PARK CONCEPT PLAN E 2.02 - PHASE ONE
CITY OF JONESVILLE
12.05.2024

12/10/2024 10:50:11 AM C:\Users\jonesville\OneDrive\Documents\Projects\Wright Park Concept Plan E 2.02 - Phase One\Drawings\Site Plan.dwg - 12/10/2024 10:50:11 AM

City of Jonesville

Wright Park Master Plan Improvements

Pre-Design Engineer's Estimate of Construction Costs - Phase 1



Project No.: 867640
 By: RWS
 Date: 1/9/2024

ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	ESTIMATED TOTAL
1	Mobilization, Bonds & Insurance	LSum	1	\$40,000	\$40,000
2	Removals	LSum	1	\$10,000	\$10,000
3	Site Grading	LSum	1	\$50,000	\$50,000
4	Aggregate Base, 6 Inch	Syd	4,000	\$14	\$56,000
5	HMA Paving - 3 Inch (Main Drive & ADA Parking)	Ton	300	\$140	\$42,000
6	Concrete Curb & Gutter	FT	600	\$30	\$18,000
7	Concrete sidewalk, 4 Inch	SFT	5,000	\$8	\$40,000
8	5-12 Play Area w/wood Fibar surfacing	LSum	1	\$250,000	\$250,000
9	Landscaping- Evergreen and Shade Trees	Each	30	\$700	\$21,000
10	Surface Restoration	LSum	1	\$10,000	\$10,000

Construction Subtotal: \$537,000
 20% Contingencies: \$107,400
Construction Total: \$644,000

Desing/Construction Engineering: \$128,800
TOTAL PROJECT COST: \$773,000

MEMO



To: Jeff Gray – City of Jonesville

From: Rick Stout, Fleis & VandenBrink Engineering

Date: January 24, 2025

RE: Wright Park Master Plan – Football Field Potential Acquisition

Jeff,

The acquisition of the football field, adjacent to Wright Park, would present possibilities for additional recreational activities for the City of Jonesville. The football field would be an excellent location for multiple used soccer fields, if the city was anticipating growth in organized youth soccer play.

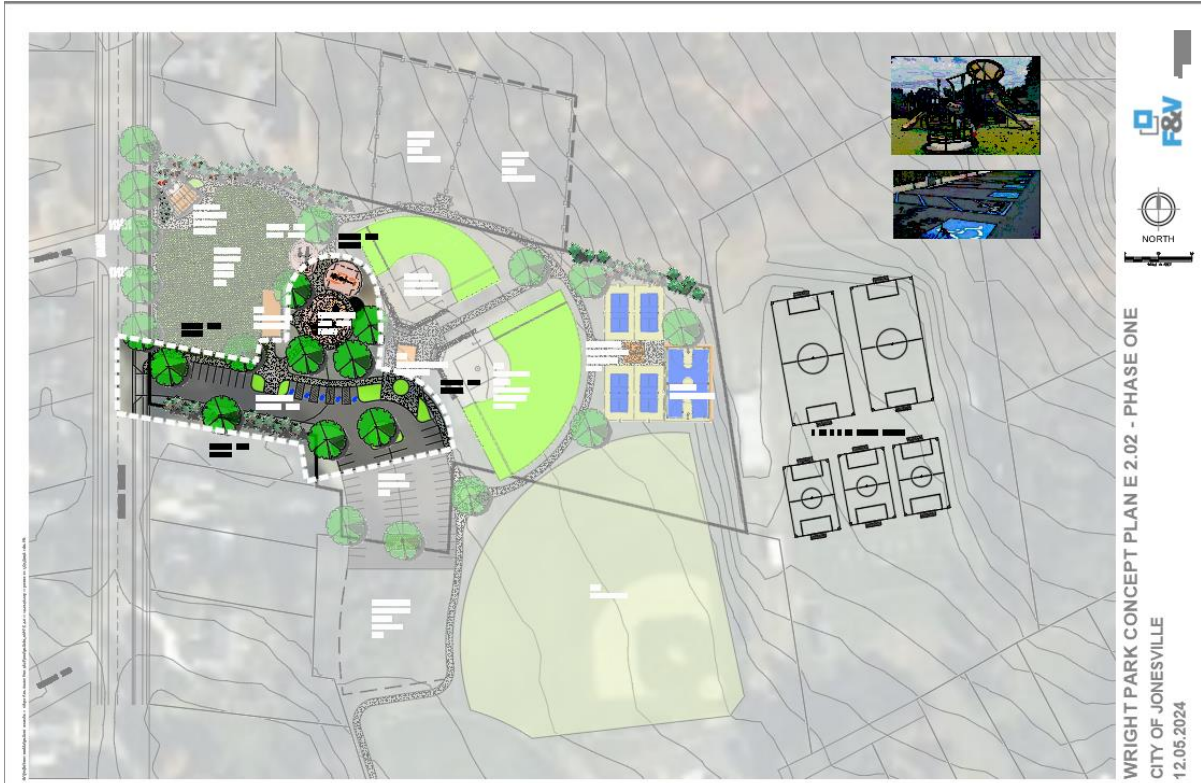
I would not see the potential phase one scope of work, that would include the playground area and parking improvements, changing under either scenario of maintaining the current master plan configuration or possible revisions due to acquisition. As far as potential impacts to the current version E2.0 of the master plan, there would be the possibility of looking at relocating some of the youth baseball fields to the football field area and moving the band pavilion area to the area currently occupied by one or both existing youth baseball fields.

This acquisition discussion is in the preliminary stages between the City and the school district so I would not suggest a drastic overhaul of a master plan until that potential acquisition in the details surrounding the property become more focused. As I mentioned earlier, the potential acquisition would not have any great impact on the potential phase one development of the master plan.

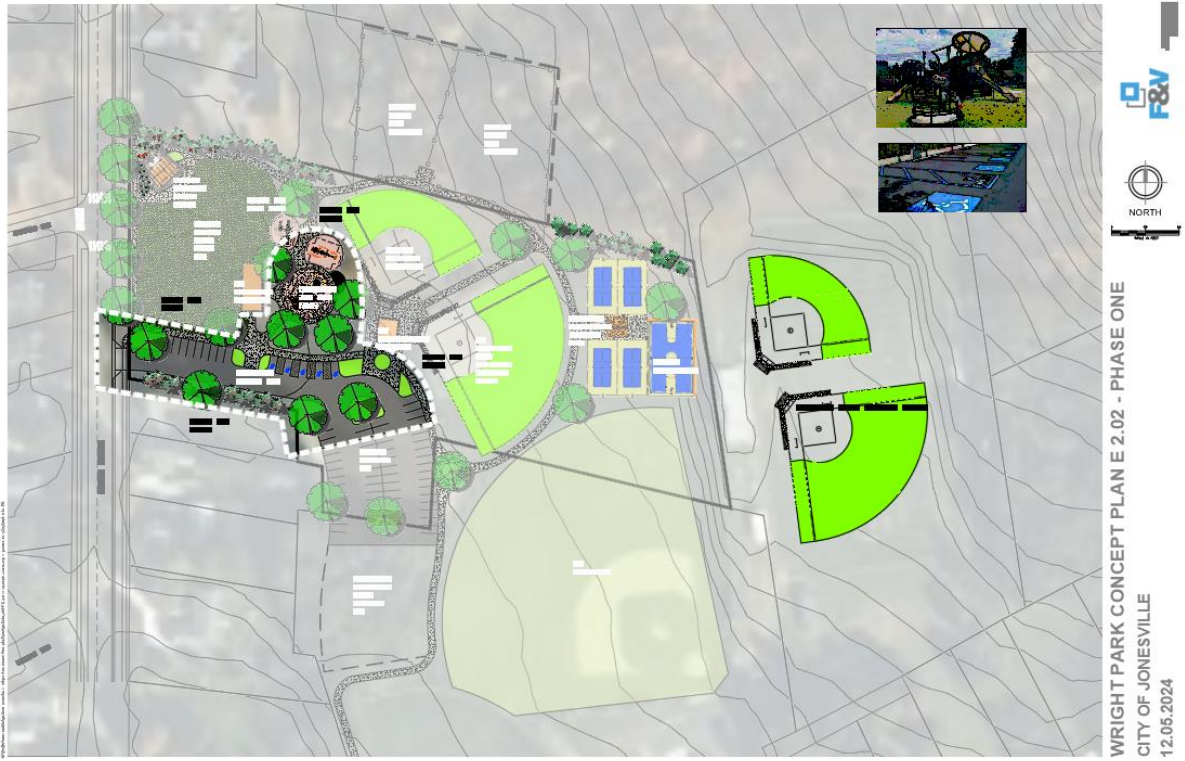
Please feel free to share my thoughts with the planning commission and we can discuss in more detail over the coming months. If you have any questions, please let me know.

A handwritten signature in blue ink that reads "Rick Stout".

Rick Stout
Fleis & VandenBrink Engineering, Inc.



Optional soccer field use of ex. Football field



Optional relocation/expansion of youth baseball