

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org



City of Potterville “Sunset Hills Park Project” Application – 2023 Eaton County Community Parks Grant Program



SUNSET HILLS PARK
CONCEPTUAL ILLUSTRATION

City of Potterville

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Organization Information:

Organization Name: City of Potterville
Organization Type: Government
Tax ID: 38-6008163
UEI: EXG6TFKE9EN8
Phone: 517-645-7641
Physical Address: 319 N. Nelson St.
Potterville, MI 48876

Primary Contact Information:

Name: Aaron Sheridan
Title: City Manager
Phone: 517-645-7642

Authorized Signatory Information:

Name: Aaron Sheridan
Title: City Manager

Project Identifying Information

Project Title: City of Potterville “Sunset Hills Park Project”

Proposed Start Date: September 7, 2023/May 6, 2024

Total Project Cost: \$189,156.50

Proposed End Date: October 19, 2023/ June 30, 2024

Grant Funds Requested: \$65,556.50

Will this project comply with ADA and universal design if required? ☒ Yes

Please check here to acknowledge that this is a reimbursement grant. ☒ Yes

Communities Impacted:

- City of Potterville
- Benton Charter Township
- Eaton County

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1. Describe the project and why it was chosen by the community for this opportunity.

The City of Potterville has chosen to use the Eaton County Parks Community Grant Program to fund a local match amount of \$65,556.50 (this amount does not include design & engineering expenses or in-kind services/Force Account Labor from the City) towards the City’s awarded MDNR Recreation Passport Grant Project #RP22-0031 that shall remodel the Sunset Hills Park located on the north of side town near (0.41 mile) Eaton County’s Fox Park. The City’s Application to the County’s Community Parks Grant Program entitled “Sunset Hills Park Project,” (same name) would account for \$65,556.50 of the City/DNR project’s total cost of \$189,156.50 that shall greatly enhance City, Benton Charter Township and Eaton County Park user access to developmental improvements that meet or exceed ADA design standards of inclusiveness. Project improvements include a new 7 space handicap accessible parking lot with street lighting, 6-foot-wide non-motorized trail, ADA accesses to existing play structures, new pollinator garden with interpretive panel, road signage, and new ADA accessible zip line that is a unique feature to the County’s regional park system. With this opportunity, the City will greatly improve the park accessibility Level as sited in the City’s Parks Plan, and provide safe access to new *and* existing park features for residents Potterville and Eaton County at large. As a dedicated park of the City in its 5 Year Parks and Recreation Plan, Sunset Hills Park shall be owned and operated in perpetuity by the City of Potterville pursuant to its Comprehensive Master Plan. The Park will remain open to the public without added cost or user fees. After project improvements are made, Sunset Hills Park features will be ADA accessible to visitors and residents to the Potterville / Benton Charter Township area and County at large. Park improvements will be connected to the City’s existing non-motorized trail system that leads south towards the Potterville Public School campus, the larger “City Park” and commercial downtown areas of interest.

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City of Potterville “Sunset Hills Park Project” Application - 2023 Eaton County Community Parks Grant Program.

2. Describe any relevant history or background information regarding the project. Include any environmental concerns and how the project will address them. Additionally, include what, if any, planning has already been completed and what stage of readiness the project is in.

Sunset Hills Park is the only park located on the North side of the CN Railways in the City of Potterville, and has the lowest accessibility rating of a “Level 1” according to the City’s 5 Year Parks and Recreation Plan. Sunset Hills Park originally came to being as a result of a NPS conversion issue involving the “City Park” downtown, that was in part, utilized for the Potterville-Benton Township Library. The acquisition of Sunset Hills Park (14.31 acres) was accepted by the City Council in 2008, and dedicated as a park in exchange for the less than 1 acre of park space used by the Library District at the downtown City Park. The Sunset Hills Park is strategically located near the County’s Fox Park, the Sunset Hills Subdivision, and the City’s newest Development Cambria Ridge Subdivision - approved for 79 single-family homes on Sunset Drive.

The Sunset Hills Park currently has a modern playground play center designed for youth ages of 2–6-year-olds and includes a small picnic area and open space maintained by the City Parks Department and City DPW. It is a well-used park, but severely lacks ADA accessibility, vehicular parking of any kind and walking pathways for pedestrian access. To improve accessibility, the City applied to the MDNR Recreation Passport Grant Program and was awarded a 2022 developmental grant with a City match expense for items like a parking lot with multiple ADA van accessible parking spaces, 6-foot non-motorized pathway that connects to an existing sidewalk network, dual zip lines, benches, pollinator garden and interpretive learning sign – all meeting ADA design standards. As planned, walkers and wheelchairs would be able to transition seamlessly to the back areas of the park and play areas including the zip line without hinderances, rough terrain or unsafe play apparatuses. Additional benches with smooth access space(s) will be added for more seating, so visitors can sit and watch their children play on both sides of the park. The ADA zipline is a dual design for inclusive play. The ziplines will be adjacent to the existing playground facility and will have easy transitional access from play zones. The ADA zip line shall include ADA tile underneath for easy mobility and return the ADA seat to its starting point. Strollers, wheelchairs, walkers will have a smooth surface to move along the zip line. The dual ADA zipline concept is designed specifically to encourage inclusive play for multiple users of different abilities.

The County’s new Park Grant opportunity and the award of the City’s application #RP22-0031 to the MDNR Recreation Passport Grant Program could not have come at a better time for the City

of Potterville, as the nearby Cambria Ridge subdivision is adding 79 new single-family homes near the Sunset Hills Park. The new Cambria Ridge Development will provide much needed housing to the area and enable new residents to live within easy walking distance of the park's improvements and the City's non-motorized trail system that connects downtown and the Potterville School Campus.

Currently, the City of Potterville and DNR have approved a formal grant agreement and building specifications for the RP#22-0031 Sunset Hills Park Project. The RP#22-0031 DNR RP grant project is scheduled for open bid August 4th, 2023, and will likely see construction in the Fall of 2023 and/or Spring of 2024. The project is in the final stages of readiness and "ready to go" contingent on contractor bids and Council acceptance of a low bidder. The project's grant match including the City's in-kind/force account services are fully accounted for in the Fiscal Budget.

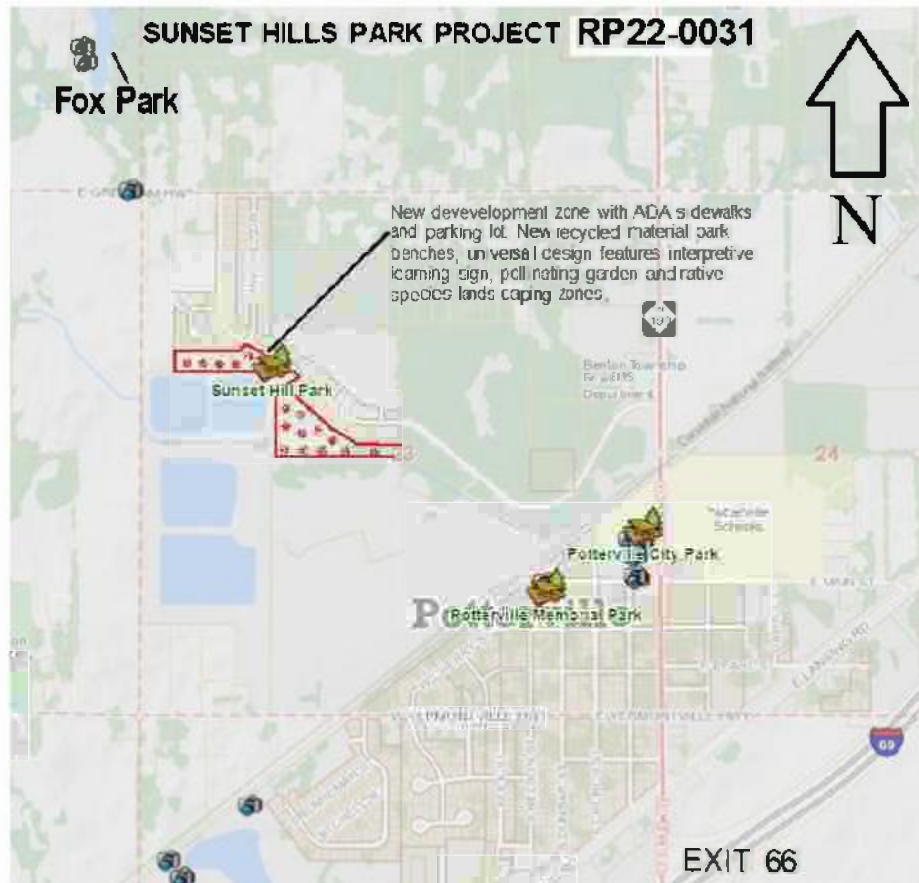
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City of Potterville “Sunset Hills Park Project” Application - 2023 Eaton County Community Parks Grant Program.

3. Describe the physical location of the proposed project to include the current property owner.

The physical location of Sunset Hills Park is located, East Gresham Highway, along Sunset Hills Drive in Section 23 of the City of Potterville, real property parcel #700-023-100-120-00. The entire Park property is own and maintained by the City of Potterville with no incumbrances. It is the only City Park area north of the CN Rail lines, but is strategically located near the County’s popular Fox Park, Sunset Hills Subdivision and new Cambria Ridge Subdivision. Also, the parks proximity to the City’s non-motorized trail system provides opportunity as its runs adjacent to Cambria Ridge Subdivision towards more developed southern areas of interest like the “City Park” ball fields and playground, Potterville Public Schools campus, and downtown commercial districts.



Physical Location of the Sunset Hills Park Project

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4. Describe the community need and purpose of the project, who will benefit from it and how it aligns with the local community or county plans. Include how the project will contribute to strong, healthy communities that promote health and safety.

The Sunset Hills Park is listed as Level 1 in our 5-year Parks & Recreation Plan which indicates *“none of the facilities in the park meet accessibility guidelines. Little pavement is provided and access routes to the facilities are not accessible.”* Which aligns with the City of Potterville’s Master Plan to improve and maintain our park systems.

As more homes are being built in the housing subdivision of Sunset Hills, Sunset Hills Park needs more accessibility, safe parking and play components that are accessible and inclusive for all abilities and ages. All these homes are in walking distance to Sunset Hills Park. Otherwise, they would have to take the pathway on Sunset Drive on to M-100/Hartel, cross CN Railroad to get to City Park which is located in downtown of Potterville.

Benefitting from the Eaton County Community Parks Grant Program will continue in our goal to provide our community a strong, healthy lifestyle with safety in mind. Covering the match percentage of the City’s Recreation Passport grant will help towards a new pull-in ADA accessible parking space, so community members do not have to park on the street. A pollinator garden will act as a barricade between the parking spaces and playground to eliminate or inhibit rolling vehicles past the curb and into the playground area. Providing a play component that is new to the area and surrounding communities will attract and encourage all types of new park users to experience the existing park areas.

Many goals and objectives such as increasing Park system accessibility and increase pedestrian walkways (connected to non-motorized trails), safe parking near development zones were all be accomplished by this Project that you can find that in our 5-year Parks & Recreation Plan and City of Potterville’s Master Plan. Links provided:

5-Year Parks & Recreation Plan:

<https://pottervillemi.org/wp-content/uploads/2020/01/City-of-Potterville-2020-2024-Recreation-FINAL-AS-ADOPTED.pdf>

City of Potterville Community Master Plan:

<https://pottervillemi.org/wp-content/uploads/2020/06/Potterville-Master-Plan-2019-FINAL-ADOPTED.pdf>

City of Potterville

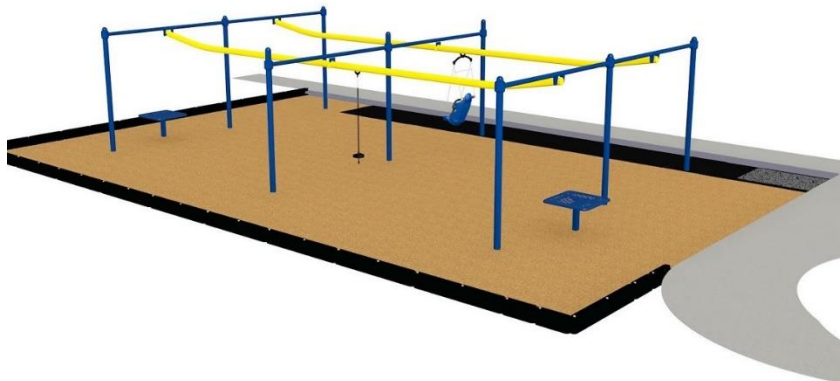
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5. Describe how the project will impact Eaton County Parks and the residents of Eaton County.

The assistance of the Eaton County Community Parks Grant Program will impact the parks system for the Eaton County as it will provide new interests for people to explore a new “ADA” dual zipline component that is non-existing in Eaton County Parks system. All taxpayer funds provided to the City by the Eaton County Community Parks Grant shall be allocated 100% towards the City’s match requirement of the City/MDNR Recreation Passport #RP22-00031 development project is “project ready” and formally accepted by the City and State of Michigan DNR. The project scope includes a new non-motorized trail, dual zip line, play center, pollinator garden with learning pedestal, recycle material park benches and picnic areas - all “ADA” accessible! The project will take place in close proximity to Fox Park and the City’s development zone of the Cambria Ridge Subdivision. The park will be open to all visitors without user fees and/or added costs to any County Parks maintenance and operation budgets.

As mentioned, prior, 79 new homes are being built in the City of Potterville, of Eaton County, providing more residents as park users, more participation in recreation programs, and additional voters for elections. These residents will likely have different needs that will require more ADA access and play features with smooth transitions. The City’s project respects these needs and will help service a new group of County and City residents. If awarded, the project will help grow our local economy by attracting visitors who may need more ADA accessibility to experience play features in area parks.



A rendering of the ADA Dual Zipline with ADA tiling for ease of mobility

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6. Describe your public engagement process and list details of any community partnerships that have been established towards the goal of completion of the project.

The City of Potterville has provided multiple periods of public comment during regular meeting of the City Council, including public hearing with Notice at City Hall and published in the County Journal, the City’s legal paper of general circulation. See Exhibit A and Exhibit B. During the regularly schedule Council meeting held July 20th, 2023, 6:00 pm, City Council received multiple public comment, discussed the project, and unanimously approved of City Council Resolution No. 2023-0720-09 (Exhibit C) to support financial commitment of \$5,000 in budgeted funds and \$5,000 of labor and supplies of in-kind/force account appropriations towards the City’s Application to the 2023 Eaton County Community Parks Grant Program. The City’s 2023 Eaton Conty Community Parks Gant Program application entitled “Sunset Hills Park Project” is available for public inspection online and at the City Hall. Copies of the application and Resolution of support and financial match are also provided to members of the public upon request at no cost. Project plans and bid specifications for the entire Sunset Hills Park Project are also available online at <https://pottervillemi.org/wp-content/uploads/2023/07/2023.07.07-Sunset-Hills-Park-ISSUED-FOR-BID.pdf> or at City Hall, 319 N. Nelson Street, Potterville, MI 48876.

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7. Describe sustainability and natural resource stewardship efforts that will be implemented with this project. Explain how the project will preserve natural resources and if any sustainable practices will be implemented such as energy efficiency elements, easy-to-maintain plants, etc.

If awarded, the City’s application to the 2023 Eaton County Community Parks Grant Program shall be used to offset matching expenses of the City’s MDNR Recreation Passport #RP22-0031 Sunset Hills Park Project that includes long term maintenance obligations and capital outlay for all playground assets and environmentally sustainable landscapes including a native species pollinator garden with educational learning panel. An energy efficient streetlight will be utilized in the new parking lot / non-motorized trail areas, and park benches made from recycling materials have been sourced by the City Engineer. The City of Potterville will be utilizing its permitted compost site for all landscaping topsoil and black dirt supplies used in the project’s seed and landscape areas. Once new planting zones of native species plants are established, they’ll harbor drought resistant food supplies for Michigan pollinators not reliant upon exuberant/wasteful irrigation systems. See the below picture of the future Sunset Hills Park Pollinator Garden Sign layout with QR Code.



Proposed Educational Pollinator Interpretative Sign

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8. Describe how the project will be maintained long-term. Include who will be responsible for the continued project maintenance and how it will be funded.

The City of Potterville has allocated funds in the City Parks Fund 208 and General Fund 101 that accounts for operating and recreational programming at four city parks that it owns and maintains in perpetuity. It also allocates annual budgeted dollars for asset maintenance, mowing, weed trimming, garbage hauling, and capital replacement from its Equipment Repair and Replacement Fund 641 that helps with upkeep of all City parks and right of way areas. These two funds account for more than \$200,000 in allocated City tax dollars for City’s parks and public right of ways. City maintenance activities include all day-to-day activities, annually adding mulch/woodchips when needed, and removing plants that did not survive the winter and/or replacing them, if necessary. The City also provides for local zoning enforcement and police services from Fund 101 Dept 702 and Fund 101 Dept 301, as well as Fire/EMS services from Fund 101 Dept 337 for all City Parks within City limits. These emergency services are enhanced by mutual aid from County services and help keep Potterville Park’s safe and secure.

2023 Fiscal Year Budget – Sunset Park Annual Maintenance and Operation Budgets

Park Fund 208-751-703.000 Park Personnel	\$51,395.88
Park Fund 208-772-775.000 Sunset Park Repairs	\$310.00.00
Park Fund 208-751-740.000 Park Supplies	\$5,500.00
Park Fund 208-751-818.000 Contract Labor	<u>\$2,500.00</u>
Total	\$59,705.88
General Fund 101-702-703.000 Zoning Enforcement Personnel	\$39,447
General Fund 101-301-703.000 Police Enforcement Personnel	\$203,754
“DPW” Fund 641-932-703.000 Maintenance Personnel	<u>\$228,870.10</u>
Total	\$472,071.10

CITY OF POTTERVILLE

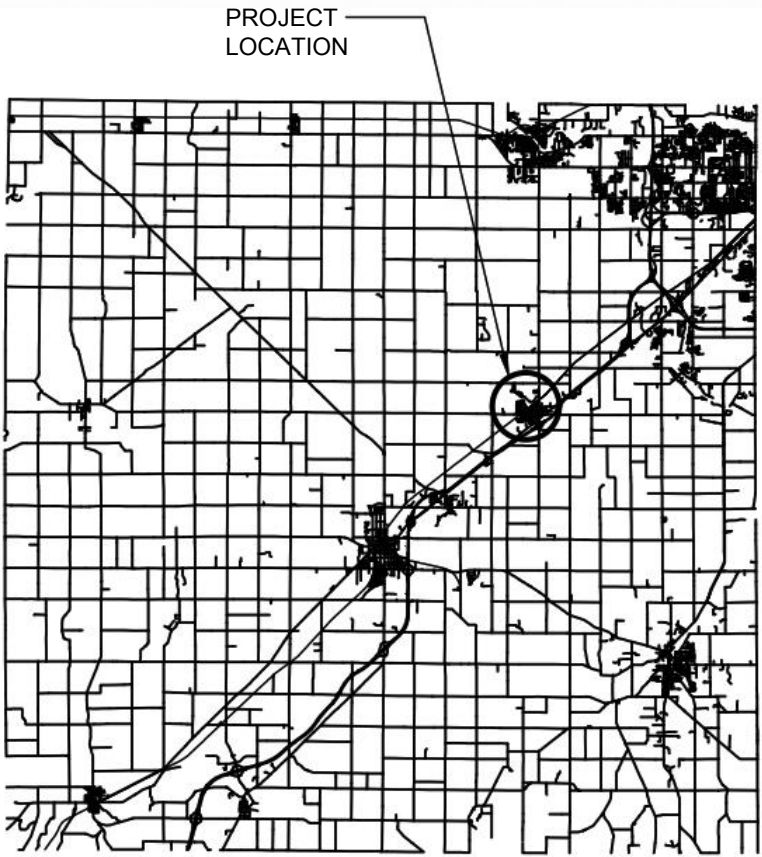
SUNSET HILLS PARK IMPROVEMENTS

NOTES

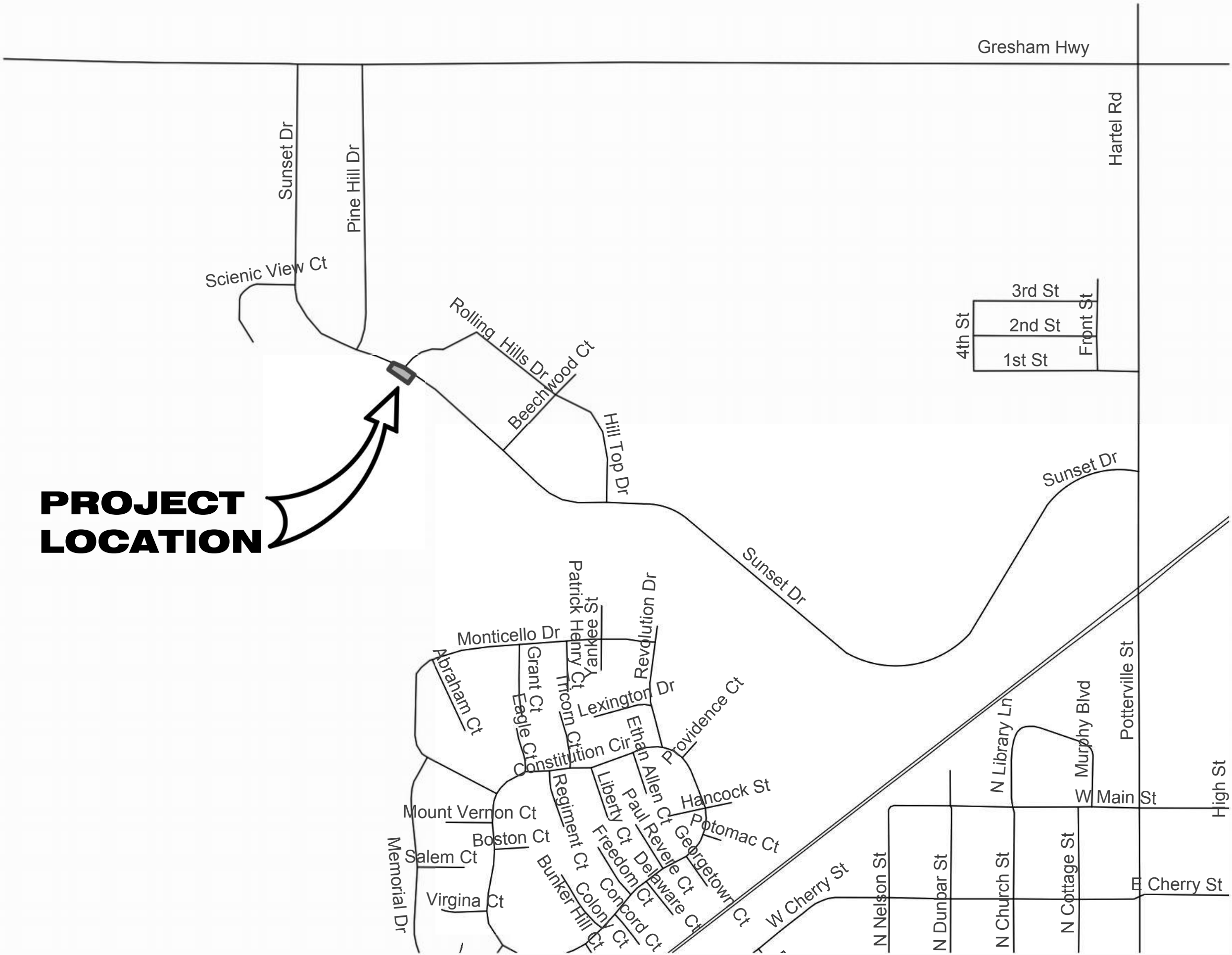
EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS OR IN THE PROPOSAL AND SUPPLEMENTAL SPECIFICATIONS CONTAINED THEREIN, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE 2020 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION.

THE PLACING OF PAVEMENT MARKINGS AND TRAFFIC CONTROL SIGNS SHALL BE DONE IN ACCORDANCE WITH THE 2018 MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES AS AMENDED.

IN CONFORMANCE WITH PUBLIC ACT 174 OF 2013, ALL CONTRACTORS SHALL CALL MISS DIG @ 811 OR 800-482-7171 FOR PROTECTION OF UNDERGROUND UTILITIES A MINIMUM OF THREE FULL WORKING DAYS (EXCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS) PRIOR TO BEGINNING EACH EXCAVATION IN ANY AREA. MEMBERS WILL THUS BE ROUTINELY NOTIFIED. THIS DOES NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY OF NOTIFYING UTILITY OWNERS WHO MAY NOT BE A PART OF THE "MISS DIG" ALERT SYSTEM.



VICINITY MAP - EATON COUNTY
SCALE: NONE



PROJECT LOCATION MAP
SCALE: NONE

INDEX OF PLANS

G001	COVER SHEET
CP101	LAYOUT AND PAVING PLAN
CG101	GRADING PLAN & DETAILS

UTILITIES

ELECTRIC	CONSUMERS ENERGY ELECTRIC DISTRIBUTION DAN SMITH 530 WILLOW STREET LANSING, MI 48909 (517) 374-2259
STORM SEWER, SANITARY SEWER, WATER	CITY OF POTTERVILLE DON STANLEY 319 NELSON ST POTTERVILLE, MI 48876 (517) 645-0162
TELEPHONE	AT&T HEATHER VALLEE-KNOBLAUGH 337 N. ABBOTT ROAD LANSING, MI 48823 (517) 337-3610
CABLE/PHONE	WOW, CATV JAMES SCOTT 2512 LANSING ROAD CHARLOTTE, MI 48813 (518) 204-4910
"MISS DIG"	811

PROJECT NAME:
**SUNSET HILLS
PARK
IMPROVEMENTS**

**CITY OF
POTTERVILLE**
319 N NELSON ST
POTTERVILLE, MI 48876

02/06/2023	LJF
MNDR REVIEW	
01/06/2023	LJF
SITE PLAN REVIEW	

REVISIONS
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DATE: JUNE, 2023
SCALE: NONE

COVER SHEET

JOB No. Z34032
G001

**WIGHTMAN**

433 E. RANSOM ST.
KALAMAZOO, MI. 49007
269.327.3532

www.gowightman.com

LEGEND

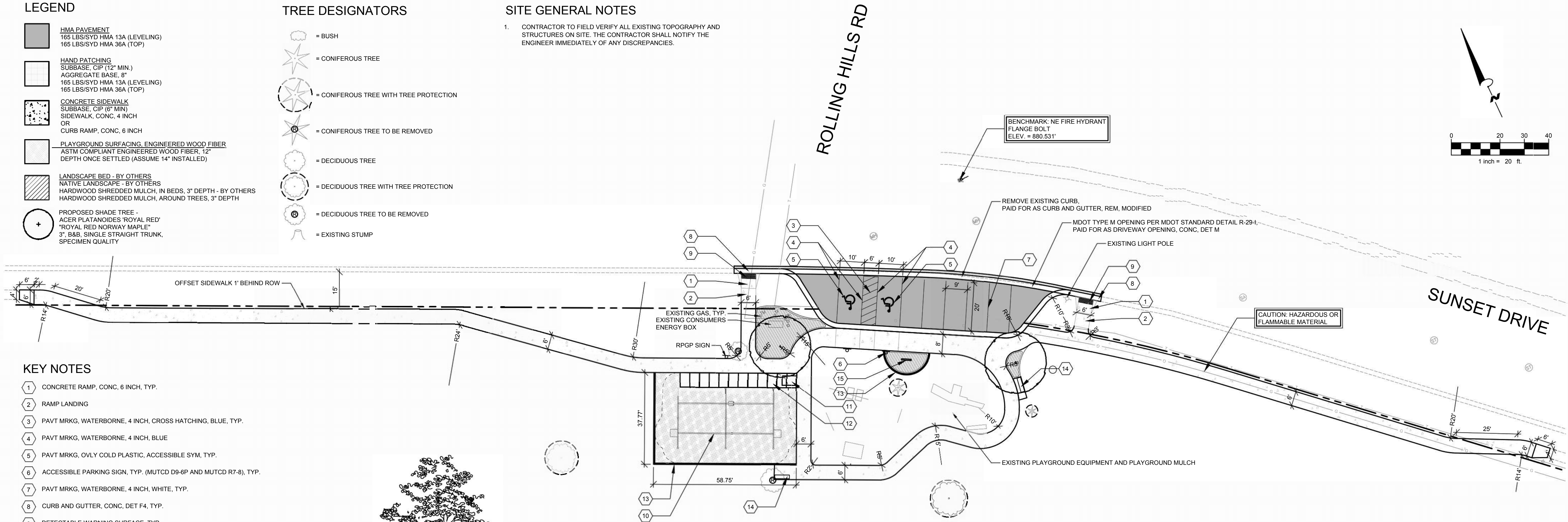
- HMA PAVEMENT
165 LBS/SYD HMA 13A (LEVELING)
165 LBS/SYD HMA 36A (TOP)
- HAND PATCHING
SUBBASE, CIP (12" MIN.)
AGGREGATE BASE, 8"
165 LBS/SYD HMA 13A (LEVELING)
165 LBS/SYD HMA 36A (TOP)
- CONCRETE SIDEWALK
SUBBASE, CIP (6" MIN)
SIDEWALK, CONC, 4 INCH
OR
CURB RAMP, CONC, 6 INCH
- PLAYGROUND SURFACING, ENGINEERED WOOD FIBER
ASTM COMPLIANT ENGINEERED WOOD FIBER, 12" DEPTH ONCE SETTLED (ASSUME 14" INSTALLED)
- LANDSCAPE BED - BY OTHERS
NATIVE LANDSCAPE - BY OTHERS
HARDWOOD SHREDDED MULCH, IN BEDS, 3" DEPTH - BY OTHERS
HARDWOOD SHREDDED MULCH, AROUND TREES, 3" DEPTH
- PROPOSED SHADE TREE -
ACER PLATANOIDES 'ROYAL RED'
'ROYAL RED NORWAY MAPLE'
3", B&B, SINGLE STRAIGHT TRUNK,
SPECIMEN QUALITY

TREE DESIGNATORS

- = BUSH
- = CONIFEROUS TREE
- = CONIFEROUS TREE WITH TREE PROTECTION
- = CONIFEROUS TREE TO BE REMOVED
- = DECIDUOUS TREE
- = DECIDUOUS TREE WITH TREE PROTECTION
- = DECIDUOUS TREE TO BE REMOVED
- = EXISTING STUMP

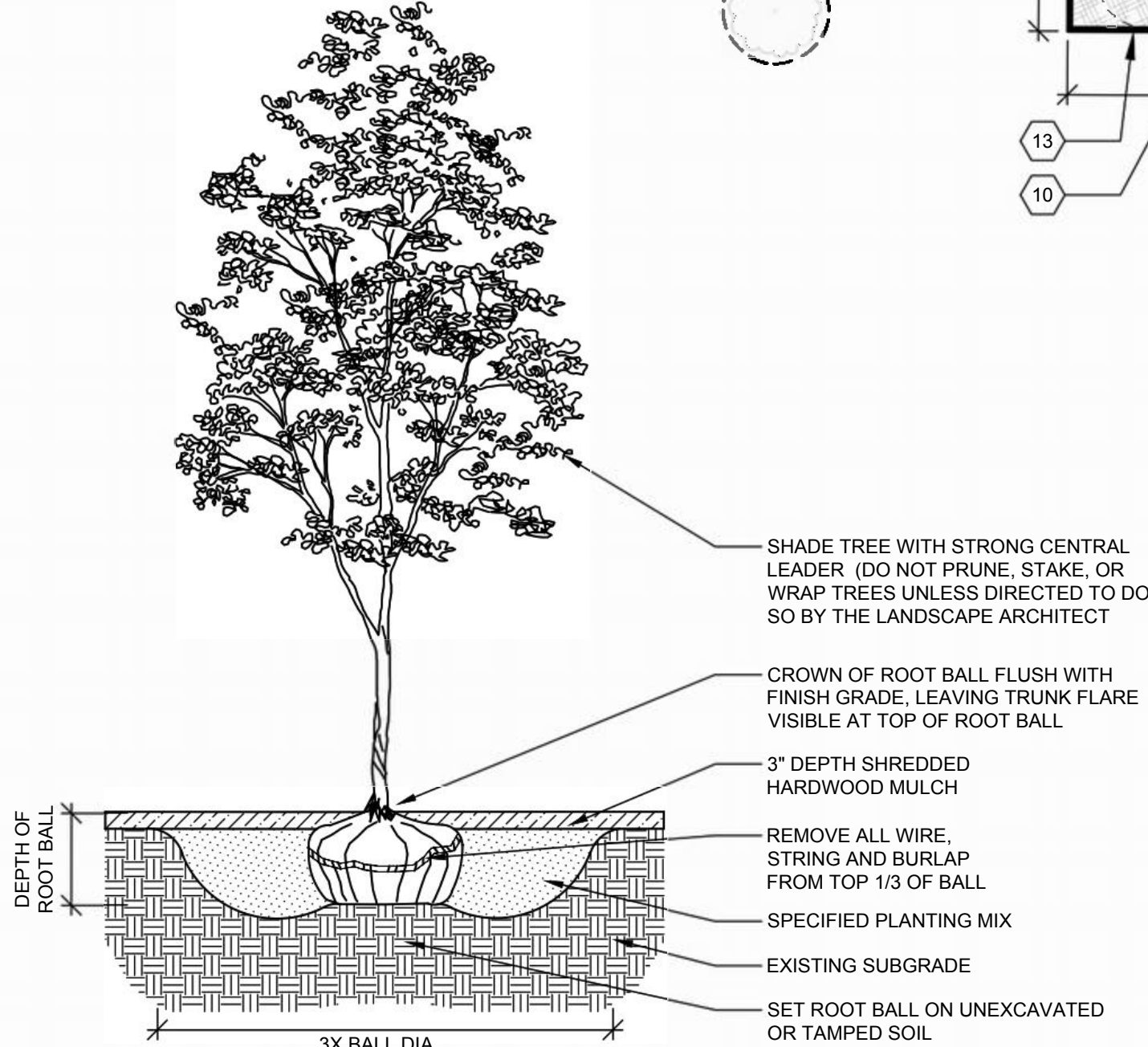
SITE GENERAL NOTES

1. CONTRACTOR TO FIELD VERIFY ALL EXISTING TOPOGRAPHY AND STRUCTURES ON SITE. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF ANY DISCREPANCIES.



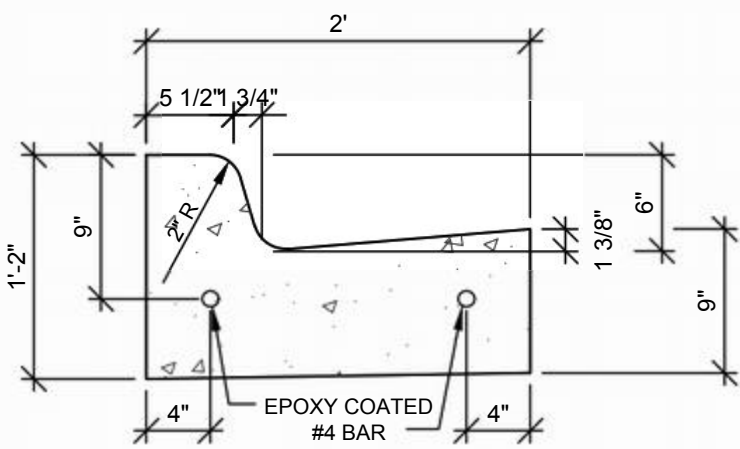
KEY NOTES

- 1 CONCRETE RAMP, CONC, 6 INCH, TYP.
- 2 RAMP LANDING
- 3 PAVT MRKG, WATERBORNE, 4 INCH, CROSS HATCHING, BLUE, TYP.
- 4 PAVT MRKG, WATERBORNE, 4 INCH, BLUE
- 5 PAVT MRKG, OVLY COLD PLASTIC, ACCESSIBLE SYM, TYP.
- 6 ACCESSIBLE PARKING SIGN, TYP. (MUTCD D9-6P AND MUTCD R7-8), TYP.
- 7 PAVT MRKG, WATERBORNE, 4 INCH, WHITE, TYP.
- 8 CURB AND GUTTER, CONC, DET F4, TYP.
- 9 DETECTABLE WARNING SURFACE, TYP.
- 10 PLAYGROUND EQUIPMENT - SEE SITE AMENITY SCHEDULE , THIS SHEET
- 11 PLAYGROUND ACCESS RAMP - SEE SITE AMENITY SCHEDULE , THIS SHEET
- 12 SAFETY SURFACE MAT, TYP. - SEE SITE AMENITY SCHEDULE , THIS SHEET
- 13 PLAYGROUND BORDER TIMBERS, TYP. - SEE SITE AMENITY SCHEDULE , THIS SHEET
- 14 BENCH, TYP. - SEE SITE AMENITY SCHEDULE , THIS SHEET
- 15 INTERPRETIVE SIGN - BY OTHERS

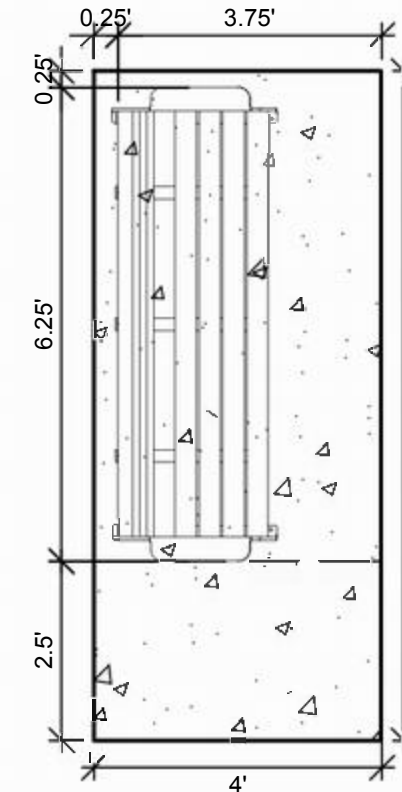


TREE/SHRUB PLANTING SECTION

-NOT TO SCALE-



CURB & GUTTER - DETAIL F4



FIXED BENCH CLEAR AREA

-NOT TO SCALE-

NOTES

THE SURFACE AROUND THE ACCESSIBLE BENCH MUST BE FIRM AND STABLE.

A MINIMUM AREA OF 30" BY 48" MUST BE PROVIDED AT ONE END OF THE FIXED BENCH SO THAT A WHEELCHAIR USER MAY BE SEATED SHOULDER TO SHOULDER WITH AN INDIVIDUAL SEATED ON THE BENCH

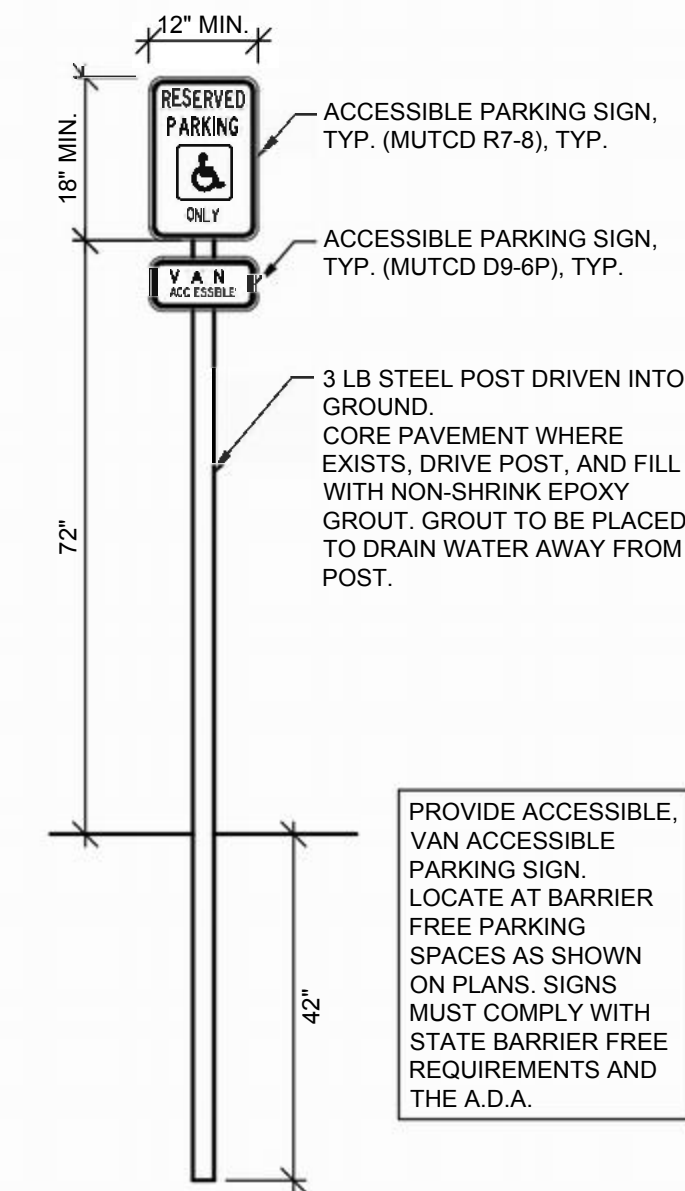
CLEAR SPACES MUST HAVE A SLOPE THAT DOES NOT EXCEED 2% IN ANY DIRECTION

BENCH CLEAR SPACE MUST NOT ENCRUCH INTO ACCESSIBLE ROUTE

SITE AMENITY SCHEDULE

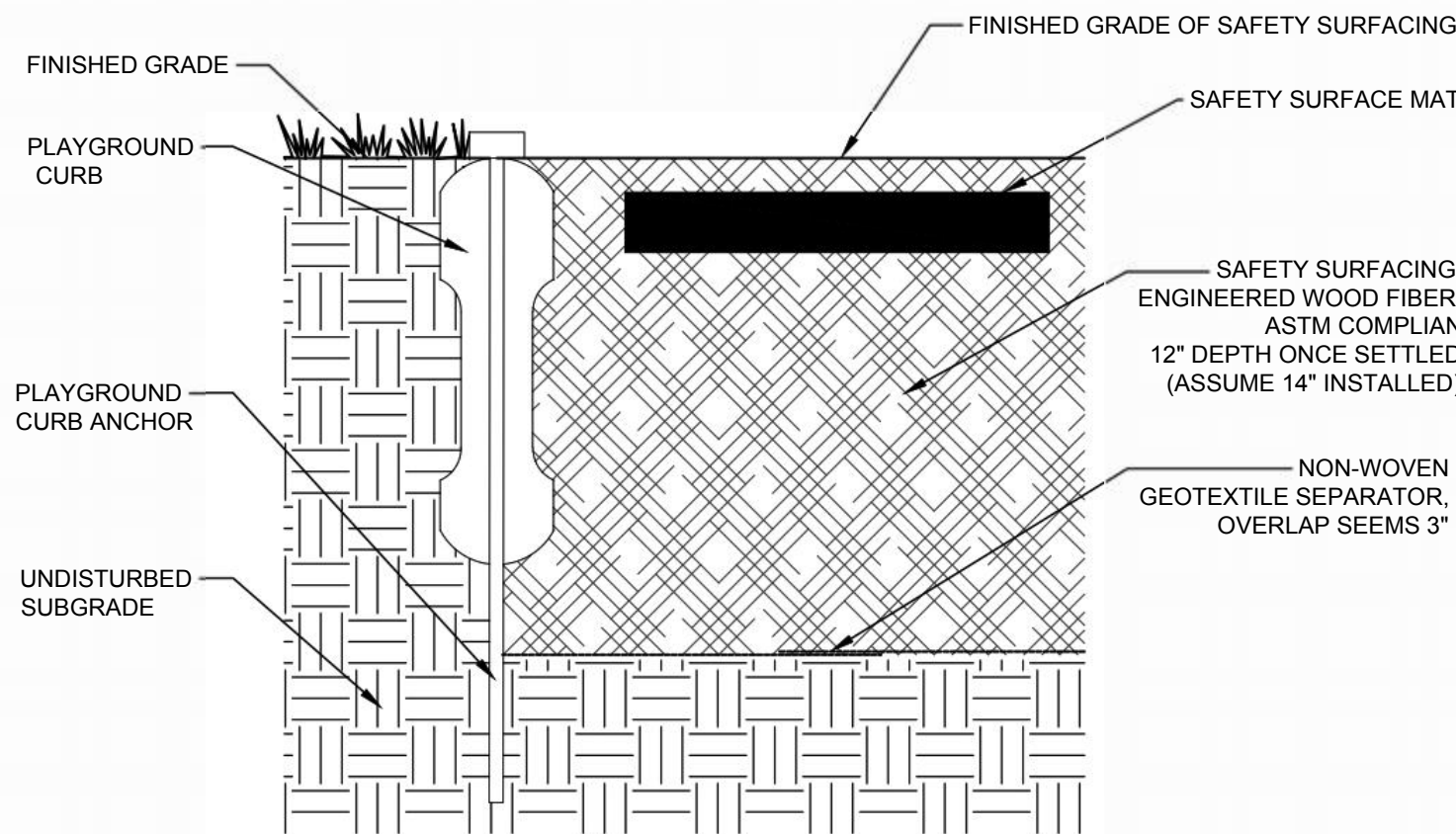
NOTE: ALL SITE AMENITIES MUST BE INSTALLED PER THE MANUFACTURER'S RECOMMENDATIONS. SUBMITTALS MUST BE SUBMITTED TO ARCHITECT FOR THIS ITEM IN PORTABLE DOCUMENT FORMAT (PDF) THAT ALLOWS COMMENTING. ALTERNATES AND EQUAL ALTERNATES WILL BE CONSIDERED DURING THE BID PHASE.

KEY NOTE		Company
10	Playground Equipment, Little Tikes Dual Rider Inclusive, Model Number 200203482	Little Tikes
11	Playground Access Ramp, Little Tikes APS-ADA Sidewalk Mount Ramp	Little Tikes
12	Safety Surface Mat, Dynacushion, Model Number RC0C4872 - 4X6X2	Dynacushion
13	Playground Border Timbers, Little Tikes	Little Tikes
14	Bench, 6' Recycled Plastic, Model Number 34-60PL	DuMor



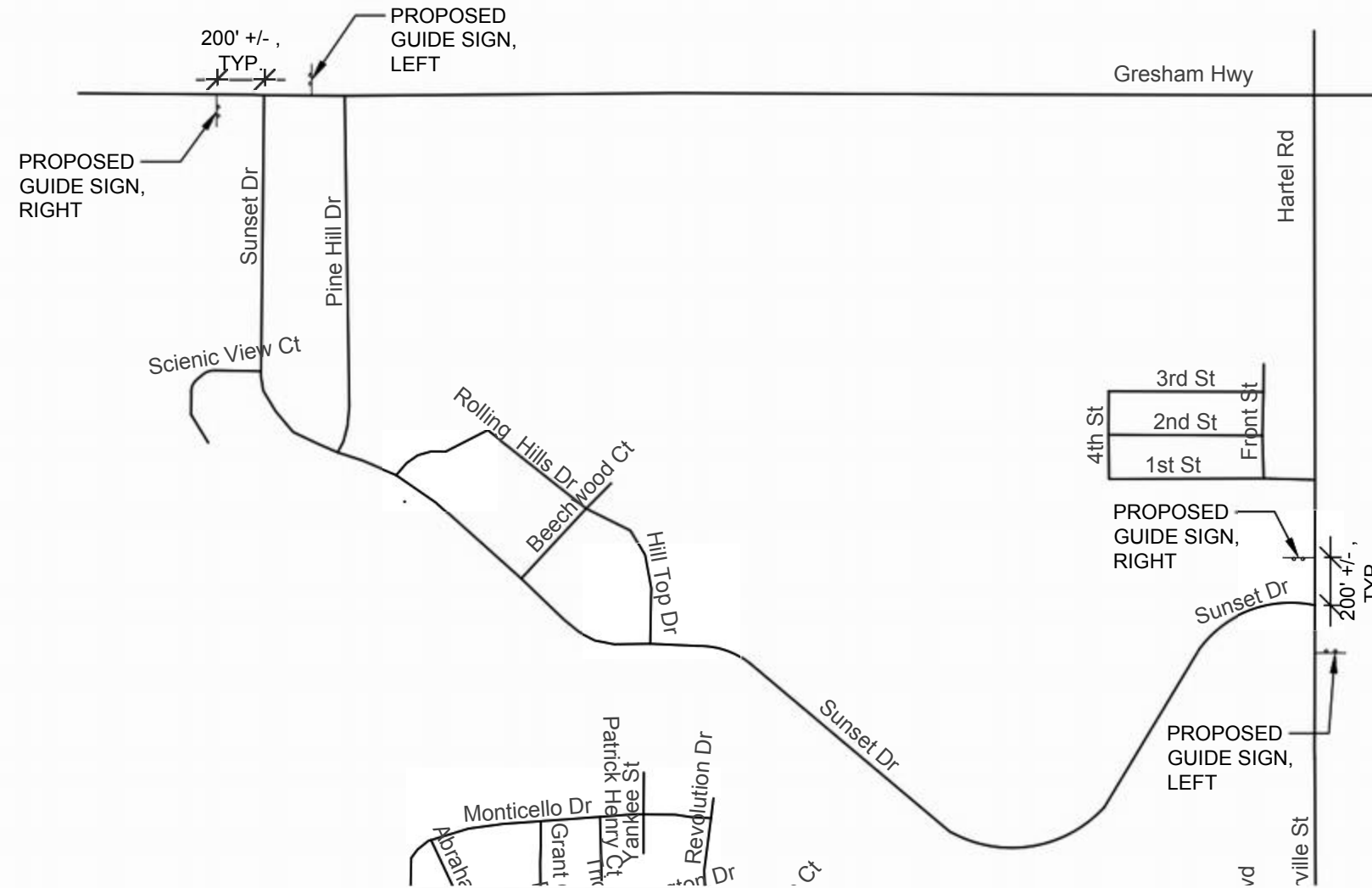
ACCESSIBLE PARKING SIGN

SCALE: NONE



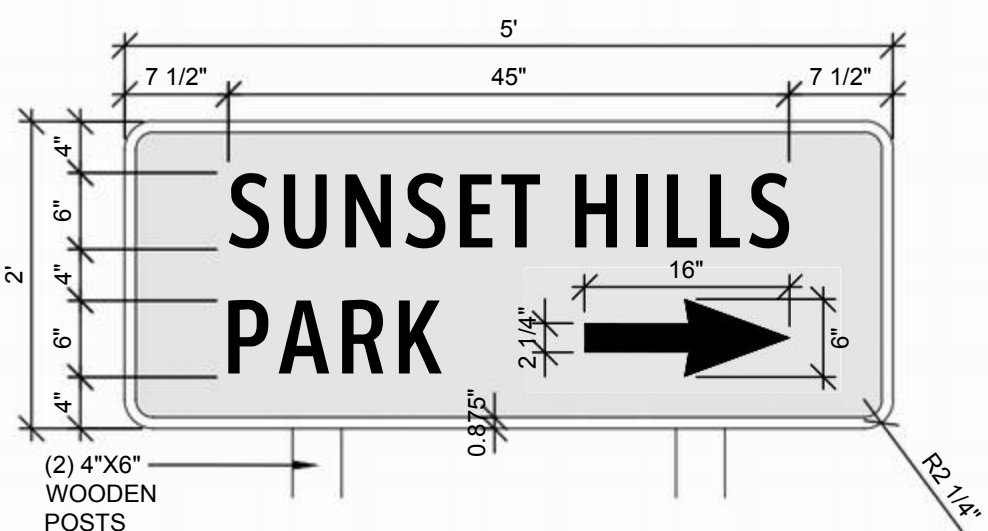
PLAYGROUND SURFACING, ENGINEERED WOOD FIBER

-NOT TO SCALE-



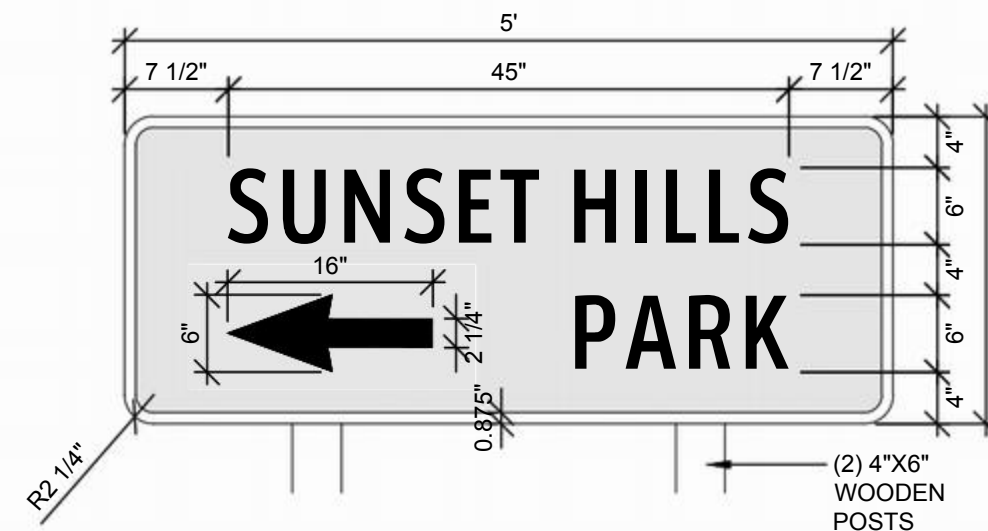
GUIDE SIGN LOCATION MAP

-NOT TO SCALE-



GUIDE SIGN, RIGHT - BY OTHERS

LEGEND - WHITE (RETROREFLECTIVE)
BACKGROUND - BROWN



GUIDE SIGN, LEFT - BY OTHERS

LEGEND - WHITE (RETROREFLECTIVE)
BACKGROUND - BROWN

WIGHTMAN

1670 LINCOLN RD.
ALLEGAN, MI. 49010
269.673.8465

www.gowightman.com

PROJECT NAME:

SUNSET HILLS PARK IMPROVEMENTS

CITY OF POTTERVILLE
319 N NELSON ST
POTTERVILLE, MI 48876

02/06/2023
MNDP REVIEW

01/06/2023
SITE PLAN REVIEW

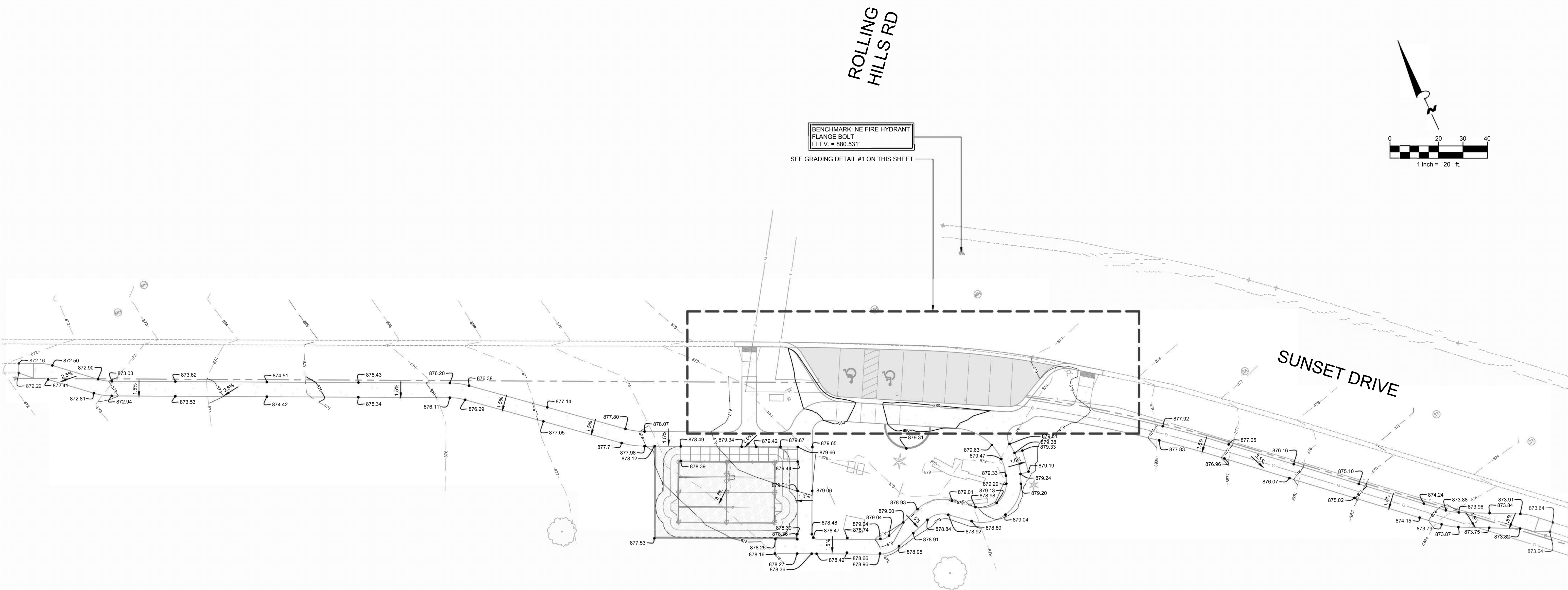
REVISIONS

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© WIGHTMAN & ASSOCIATES, INC.

DATE: JUNE, 2023
SCALE: AS NOTED

LAYOUT AND PAVING PLAN

JOB No. 234032
CP101



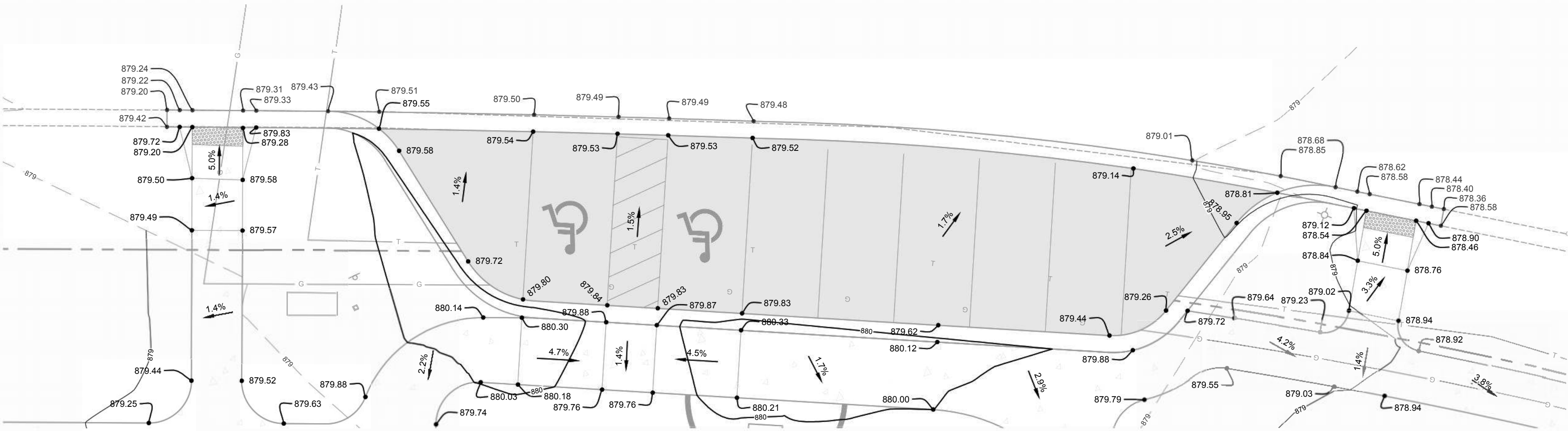
OVERALL GRADING PLAN
SCALE: 1" = 20'

GRADING NOTES

- ELEVATIONS SHOWN DEPICT FINISH GRADE AT EDGE OF METAL, BACK OF CURB, AND TOP OF SIDEWALK UNLESS OTHERWISE NOTED. CONTRACTOR SHALL COORDINATE WITH EXCAVATOR, LANDSCAPE, AND CONCRETE SUBCONTRACTORS REGARDING TOPSOIL THICKNESS FOR LANDSCAPE AREAS AND CONCRETE SECTION THICKNESS FOR PAVED AREAS TO PROPERLY ENSURE ADEQUATE CUT TO ESTABLISH SUBGRADE ELEVATIONS.
- ALL EARTHEN SLOPES SHALL BE 4:1 OR FLATTER UNLESS OTHERWISE NOTED
- THE CONTRACTOR SHALL MATCH EXISTING ELEVATIONS AT THE PROPERTY LIMITS UNLESS OTHERWISE NOTED

GRADING LEGEND

- | | | | |
|-----|-----|-----|------------------------|
| --- | XXX | --- | EXISTING CONTOUR MAJOR |
| --- | XXX | --- | EXISTING CONTOUR MINOR |
| --- | XXX | --- | PROPOSED CONTOUR MAJOR |
| --- | XXX | --- | PROPOSED CONTOUR MINOR |



GRADING DETAIL #1
SCALE: 1" = 10'

02/06/2023 LUF
MNDR REVIEW

01/08/2023 LUF
SITE PLAN REVIEW

REVISIONS
Revised: 02/06/2023 City of Potterville - General Engineering/Planning 100, Public Works/Planning Association, Inc. (02/06/2023 10:00:00 PM)
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© WIGHTMAN & ASSOCIATES, INC.
DATE: JUNE, 2023
SCALE: AS NOTED

**GRADING PLAN &
DETAILS**

PRELIMINARY ESTIMATE

PROJECT: **Sunset Hills Park Improvements**
 CLIENT: **City of Pottersville**
 Grant No.: **RP22-0031**
 DATE: **June 15, 2023**

The Sunset Hills Project intends to develop an ADA parking lot and ADA sidewalk route that connects two existing dead end sidewalks that lie at opposite ends of the Sunset Hills Park. It would also add new recycled material ADA park benches (2), native species landscaping zones, ADA interpretive learning sign, pollenating garden, and a dual zipline side by side with ADA accessible. If completed, the project would close a large gap in sidewalk facilities in the residential neighborhood and connect a new parking lot area in the center of the park.

1	LS	Maintain Traffic	@	\$	5,000.00	\$	5,000.00
120	FT	Curb and Gutter, Rem, Modified	@	\$	15.00	\$	1,800.00
2	EA	Tree, Rem	@	\$	800.00	\$	1,600.00
1	LS	Mobilization, Max \$15,000	@	\$	15,000.00	\$	15,000.00
1	LS	Machine Grading, Modified	@	\$	20,000.00	\$	20,000.00
100	FT	Temporary Tree Protection	@	\$	10.00	\$	1,000.00
73	CYD	Subbase, CIP (12" Min.)	@	\$	30.00	\$	2,190.00
220	SYD	Aggregate Base, 8 inch	@	\$	15.00	\$	3,300.00
20	TON	HMA, 13A	@	\$	200.00	\$	4,000.00
20	TON	HMA, 36A	@	\$	200.00	\$	4,000.00
5	TON	Hand Patching	@	\$	250.00	\$	1,250.00
120	FT	Driveway Opening, Conc, Det M	@	\$	30.00	\$	3,600.00
170	FT	Curb and Gutter, Conc, Det F4	@	\$	30.00	\$	5,100.00
50	FT	Pavt Mrkg, Waterborne, 4 inch, Cross Hatching, Blue	@	\$	10.00	\$	500.00
80	FT	Pavt Mrkg, Waterborne, 4 Inch, Blue	@	\$	5.00	\$	400.00
100	FT	Pavt Mrkg, Waterborne, 4 Inch, White	@	\$	5.00	\$	500.00
2	EA	Pavt Mrkg, Ovly Cold Plastic, Accessible Sym	@	\$	400.00	\$	800.00
2	EA	Accessible Parking Sign	@	\$	325.00	\$	650.00
98	CYD	Subbase, CIP (6" Min)	@	\$	23.00	\$	2,254.00
5,315	SFT	Sidewalk, Conc, 4 inch	@	\$	6.00	\$	31,890.00
165	SFT	Curb Ramp, Conc, 6 inch	@	\$	12.00	\$	1,980.00
12	FT	Detectable Warning Surface	@	\$	40.00	\$	480.00
1	LS	Playground Equipment	@	\$	33,225.00	\$	33,225.00
1	EA	Playground Access Ramp	@	\$	955.00	\$	955.00
87	CYD	Safety Surfacing, Engineered Wood Fiber	@	\$	34.50	\$	3,001.50
12	EA	Safety Surface Mat	@	\$	303.75	\$	3,645.00
127	FT	Playground Border Timbers	@	\$	40.00	\$	5,080.00
209	SYD	Geotextile, Separator, Non-Woven	@	\$	5.00	\$	1,045.00
2	EA	Bench	@	\$	1,500.00	\$	3,000.00
1	EA	RPGP Sign	@	\$	700.00	\$	700.00
2	EA	Acer Platanoides 'Royal Red', 2"	@	\$	750.00	\$	1,500.00

PRELIMINARY ESTIMATE

6 SYD	Site Preparation	@ \$	42.50	\$	255.00
1 LS	Watering and Cultivating, First Season, Min.	@ \$	1,500.00	\$	1,500.00
782 SYD	Slope Restoration, Modified	@ \$	8.00	\$	6,256.00
SUBTOTAL ESTIMATED CONTRACTOR CONSTRUCTION COST					\$ 162,456.50

FORCE ACCOUNT ITEMS

464 SFT	Landscape Shrubs and Perennials + Bed Prep	@ \$	6.00	\$	2,784.00
4 CYD	Landscape Mulch	@ \$	75.00	\$	300.00
2 EA	Guide Signs	@ \$	600.00	\$	1,200.00
1 EA	Interpretative Sign	@ \$	716.00	\$	716.00
SUBTOTAL ESTIMATED FORCE ACCOUNT CONSTRUCTION COST					\$ 5,000.00

SUBTOTAL ESTIMATED CONSTRUCTION COST		\$ 167,456.50
<i>Design & Construction Engineering</i>	11%	\$ 21,700.00
TOTAL ESTIMATED PROJECT COST		\$ 189,156.50
<i>City of Potterville Pledge</i>		\$ 48,000.00
<i>MDNR Match</i>		\$ 118,600.00
<i>Additional City of Potterville Match</i>		<i>\$ 22,556.50</i>
TOTAL ESTIMATED PROJECT COST		\$ 189,156.50

Grant Application Info:

<i>City of Potterville Pledge</i>	28.8%	\$ 48,000.00
<i>MDNR Match</i>	62.7%	\$ 118,600.00
TOTAL ESTIMATED PROJECT COST		\$ 166,600.00
Potterville General Funds		\$ 43,000.00
Potterville Force Account (Labor/Materials)		\$ 5,000.00
		\$ 48,000.00

ADA CRITERIA FOR BENCHES

What are the ADA requirements for outdoor benches?

Confusion abounds, mostly as a result of a misinterpretation of Section 903 of the [ADA and ABA Accessibility Guidelines for Buildings and Facilities](#). Section 903 requirements were developed to enable people in wheelchairs to transfer to benches in certain function- and situation-specific settings. It defines bench requirements for these enumerated facilities, rooms and elements: 612 Saunas and Steam Rooms (Chap 6); 803 Dressing, Fitting and Locker Rooms (chap 8); 807 Holding Cells and Housing Cells and 808 Courtrooms (chap 8).

The US Access Board confirms that Section 903 applies only to the above and that there are no ADA requirements specified in Section 903 for outdoor benches.

Nevertheless, efforts are sometimes made to apply the Section 903 standards to benches in outdoor public environments, no doubt prompted by the desire to ensure seating opportunities for people in wheelchairs. We believe this misapplication of standards may provide little real benefit to people in wheelchairs while actively disadvantaging other populations. Here's why:

- People in wheelchairs typically do not transfer to benches outdoors. Rather, they pull up next to or across from people sitting in benches or movable chairs or seating walls or picnic tables to join in social activity. Current approaches to site design and furniture are focused on creating more flexible elements and spaces. Fixed and dimensionally restricted benches limit choices and risk isolating people in wheelchairs, rather than expanding choices and bringing them closer to the center of action.
- Benches with high, exceptionally deep seats and without side arms, as specified in Section 903, are dysfunctional for people with other disabilities and needs, including: A smaller person, who can't sit in high, deep benches without having their legs dangle above the ground. People with mobility problems and the visually impaired who often need side arms to help them sit down and get up.

Anyone needing back support. (It is difficult, if not impossible, to sit back in a bench seat so deep that it keeps the knees from bending.)



A single ADA guideline for outdoor benches appears in [The Revised Draft Guidelines for Accessible Public Rights-of-Way](#). Although not currently an enforceable ADA standard, the guideline specifies a bench seat height of 17 inches minimum and 19 inches maximum above the ground or floor space. In addition, the Access Board has issued Advisory R307.6.3.2, which states, "Benches will be most useful if they have full back support and armrests to assist in sitting and standing."

Benches meeting these simple height guidelines and back and armrest advisements are readily available from Landscape Forms and other site furniture manufacturers.

ADA CRITERIA FOR BENCHES

Beyond The Bench

People in outdoor spaces don't just line up on benches like birds on a wire. They sit in multiple configurations of seating and in optional locations that provide variety – in seating type, in exposure to sun and shade and wind, in aspect and views, in degree of proximity to other people and activities. Movable seating has contributed to the success of outdoor spaces, such as New York's iconic Bryant Park, and it might be noted that the wheelchair is the ultimate movable chair.

The challenge is to provide variety and options in outdoor seating that offer more abundant accessible opportunities for all. There are many creative ways to make that happen.

We thank Bill Botten of the Access Board for his expertise and review. For technical assistance call the Access Board hot line: 1-800-872-2253 or send inquiries to ta@access-board.gov.

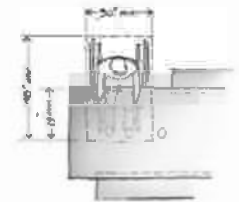
TO ENABLE PEOPLE IN WHEELCHAIRS TO FIND A QUIET PLACE OR JOIN THE PARTY

- Provide firm, stable ground surfaces with adequate clear ground space to permit maneuverability in public spaces. (A minimum 30" x 48" clear ground space is required to accommodate a single stationary wheelchair with occupant.)
- Provide adequate space around seating elements – for example facing groups of chairs and at the end of benches parallel to the short axis of the bench. (See illustration.)
- In outdoor eating areas provide picnic tables with one seat removed or with one bench made shorter on a side to permit wheelchair approach. ADA requires 36" clearance along all usable sides of the table measured from the back edge of the bench, and sufficient knee and toe clearance under the table (27" height, 30" width and 19" depth) for access, maneuverability and comfort. (click [here](#) for details) (See illustration.)

NOTE: Landscape Forms 3-seat Carousel Table meets ADA requirements and special adaptations are available for other Landscape Forms picnic tables to meet compliance criteria.



Credit: Robert G. Chipman, ASLA



Credit: Robert G. Chipman, ASLA

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

EXHIBITS A-D

EXHIBIT A

**NOTICE OF PUBLIC HEARING
CITY COUNCIL OF THE CITY OF POTTERTVILLE
GRANT APPLICATION ENTITLED "SUNSET HILLS PARK PROJECT"
TO THE 2023 EATON COUNTY PARKS COMMUNITY GRANT PROGRAM**

A public hearing is to be held July 20, 2023 at 6:00 p.m. to obtain public input and consider City Resolution No. 2023-0720-09 of the City Council to support and commit public funds in match for the City grant application entitled "Sunset Hills Park Project" to the 2023 Eaton County Parks Community Grant Program. The City grant application entitled "Sunset Hills Park Project" is intended to fund City developmental improvements and "ADA" public access to existing facilities at the Sunset Hills Park, located on E. Gresham Hwy in Section 23 property parcel #700-023-100-120-00.

A copy of the grant application may be reviewed by the public at the Pottertville City Hall, 319 N. Nelson Street, Pottertville, MI 48876 during regular business hours, and at the public hearing. All interested persons and stakeholders of the community are invited to the public hearing to provide input regarding the grant application and the Resolution of the City Council to support and commit public funds in match for grant application entitled "Sunset Hills Park Project" to the 2023 Eaton County Parks Community Grant Program.

The City of Pottertville will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed material being considered at the hearing, to individuals with disabilities upon reasonable notice to the City Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the City Clerk at cityclerk@pottertvillemi.org and/or mail at the address or telephone number listed below.

319 N. Nelson Street
Pottertville, MI 48876
(517) 645-7641

Becky Dolman
City Clerk
City of Pottertville

TCJ-6409 07/15/2023

EXHIBIT B

City of Pottersville - Council Agenda

Thursday, July 20, 2023 – 6:00 p.m. – Pottersville City Hall, 319 N. Nelson Street

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Meeting minutes from May 18, 2023

F. Approval of Bills: General Bills of \$139,993.69 (-213.60) + \$67,344.72 = \$207,124.80
Gizzard Fest of \$3993.65 + \$1,403.50 = \$5,397.15
TOTAL AP \$212,735.56

G. City Manager's Report: Manager's report in the packet.

H. Public Comment on agenda items:

I. Department Reports: Reports in the packet.

J. New Business:

- a. Appoint a new Council Member
- b. Rave Alert agreement
- c. Public Hearing for Grant Application entitled "Sunset Hills Park Project" to the 2023 Eaton County Parks community Grant Program
- d. Resolution No. 2023-0720-10 support and full financial commitment for Sunset Hills Park Project
- e. Resolution No. 2023-0720-11 LOU Full-time holiday
- f. Resolution No. 2023-0720-12 LOU Part-time holiday pay
- g. Resolution No. 2023-0720-13 LOU Training days
- h. Warranty Agreement between the City of Pottersville and Peerless Midwest, Inc.

K. Public Comment on non-agenda items:

L. Communications from Council:

M. Next Regular Meeting: Thursday, August 17, 2023, at 6:00 p.m.

N. Excuse absent member(s):

O. Adjourn:

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

RESOLUTION NO. 2023-0720-10

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 20th day of July, at 6:00 p.m.

Present: Mayor Lenneman, Deputy Mayor Potter, Member Nichols, Member Pulda, Member Ranshaw, and Member Sweeny. Member Connor after he was appointed.

Absent: None

The following Resolution was offered by Member Pulda and seconded by Member Sweeney.

RESOLUTION OF SUPPORT AND FULL FINANCIAL COMMITMENT FOR APPLICATION ENTITLED “SUNSET HILLS PARK PROJECT” TO THE 2023 EATON COUNTY COMMUNITY GRANT PROGRAM

WHEREAS, the City Council of the City of Potterville (the City) supports submission of grant application to the 2023 Eaton County Parks Community Grant Program, and authorizes full financial commitment of match for its application as entitled “Sunset Hills Park Project” for new public “ADA” access to new and existing park facilities located at Sunset Hills Park, East Gresham Highway, along Sunset Hills Drive in Section 23 of the City of Potterville, real property parcel #700-023-100-120-00; and

WHEREAS, the proposed application and project goals of improving “ADA” access, park aesthetics, park safety, environmental sustainability and public education are strongly supported by The City of Potterville’s 5-Year Parks and Recreation Plan, and Eaton County Parks Master Plan; and

WHEREAS, the City supports and approves of the full financial commitment of the monetary grant match of \$5,000 in General Funds (Applicants own Cash) in addition to \$5,000 in Force Account Labor/Materials owned by the City, towards its 2023 Eaton County Parks Community Grant Program Application, and shall appropriate 100% of awarded funds from the 2023 Eaton County Parks Community Grant Program towards the City’s formally accepted DNR Recreation Passport Grant Project #RP22-0031 entitled “Sunset Hills Park Project;”

NOW THEREFORE, BE IT RESOLVED, The City Council of the City of Potterville hereby authorizes submission of the City’s grant application to the 2023 Eaton County Parks Community Grant Program, as entitled “Sunset Hills Park Project,” and supports, approves and fully commits

City of Potterville

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to the financial commitment of \$5,000 in monetary grant matching funds in addition to \$5,000 in force account labor/materials towards the City's application to the 2023 Eaton County Parks Community Grant Program, that if awarded, shall appropriate 100% of awarded funds towards the City's accepted DNR Recreation Passport Grant Project #RP22-0031 entitled "Sunset Hills Park Project."

Those Council Members voted:

Yeas: Mayor Lenneman, Deputy Mayor Potter, Member Nichols, Member Pulda, Member Ranshaw, and Member Sweeny. Member Connor after he was appointed.

Nays: None

Absent: None

RESOLUTION DECLARED ADOPTED: (7-0)

STATE OF MICHIGAN

COUNTY OF EATON

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the July 20th, 2023.

Becky Dolman

City Clerk

EXHIBIT D



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN STRATEGIC FUND
STATE HISTORIC PRESERVATION OFFICE

D. JEFFREY NOEL
PRESIDENT

June 10, 2021

ROGER KNOWLTON
NATIONAL PARK SERVICE
MIDWEST REGION
601 RIVERFRONT DRIVE
OMAHA NE 68102-4226

RE: ER21-692 Sunset Hills Park Project (LWCF Conversion), E. Gresham Highway, Sec. 23, T3N, R4W, City of Potterville, Eaton County (NPS)

Dear Mr. Knowlton:

Under the authority of Section 106 of the National Historic Preservation Act of 1966, as amended, we have reviewed the above-cited undertaking at the location noted above. Based on the information provided for our review, it is the opinion of the State Historic Preservation Officer (SHPO) that **no historic properties are affected** within the area of potential effects of this undertaking.

Please note for future consultation with our office that as of July 1, 2020, the Michigan SHPO requires that all identification of historic properties, both archaeological and architectural, must be completed by individuals meeting the applicable federal qualifications outlined in 36 CFR Part 61.

This letter evidences the NPS's compliance with 36 CFR § 800.4 "Identification of historic properties," and the fulfillment of the NPS's responsibility to notify the SHPO, as a consulting party in the Section 106 process, under 36 CFR § 800.4(d)(1) "No historic properties affected." **If the scope of work changes in any way, or if artifacts or bones are discovered, please notify this office immediately.**

We remind you that federal agency officials or their delegated authorities are required to involve the public in a manner that reflects the nature and complexity of the undertaking and its effects on historic properties per 36 CFR § 800.2(d). The National Historic Preservation Act also requires that federal agencies consult with any Indian tribe and/or Tribal Historic Preservation Officer (THPO) that attach religious and cultural significance to historic properties that may be affected by the agency's undertakings per 36 CFR § 800.2(c)(2)(ii).

The State Historic Preservation Office is not the office of record for this undertaking. You are therefore asked to maintain a copy of this letter with your environmental review record for this undertaking.

If you have any questions, please contact Brian Grennell, Cultural Resource Management Coordinator, at 517-335-2721 or by email at GrennellB@michigan.gov. **Please reference our project number in all communication with this office regarding this undertaking.** Thank you for this opportunity to review and comment, and for your cooperation.

Sincerely,

Brian G. Grennell
Cultural Resource Management Coordinator

MJH:BGG

Copy: Christie Bayus / Erin Campbell, MDNR
Aaron Sheridan, City of Potterville
Julie Kimmer, Eaton County Historical Commission



300 NORTH WASHINGTON SQUARE • LANSING, MICHIGAN 48913
michigan.gov/shpo • (517) 335-9840

City of Potterville

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Fax: (517) 645-7810 ♦ www.pottervillemi.org

EXHIBITS E-N LETTERS OF SUPPORT

EXHIBIT E



901 E. Mt. Hope Ave. • Lansing, MI 48910
(517) 999-2760 Voice • (517) 999-2767 Fax

March 30, 2020

Andrea Stay
MDNR, Grant Coordinator
PO Box 30425
Lansing, MI 48909-7925

RE: 2020 DNR Recreation Passport Grant
Proposed Improvements

Dear Ms. Stay,

As the Program Manager of Community Engagement with Disability Network Capital Area I am writing to share my approval for the improvements outlined in the grant application for Sunset Hills – Phase One. These improvements include addressing the need for accessible parking, connecting pathways within the park, and making a pathway that will loop around the play area so that all park goers have access to the grill and picnic shelter.

Recreational opportunities are a very important element to local communities as they can enhance quality of life for all individuals. Disability Network Capital Area believes in inclusive communities and access for all individuals; thus, supports this project.

Disability Network Capital Area is honored to lend its support for this project to improve access and enhance the overall experience for the residents of the City of Pottsville and Eaton County. Thank you for your consideration for this very special request. If you have any questions or need for further detail, please feel free to contact me directly at 517-999-7524 or kblackwell@dncap.org.

Sincerely,

s/KBlackwell

Kellie Blackwell, MA, CRC
Program Manager – Community Engagement

EXHIBIT F



Christie Bayus
Program Manager
Recreation Passport Grant Program
Michigan Dept of Natural Resources

March 30, 2021

Ms. Bayus,

It is with great pleasure that I write this letter to express support for the City of Pottersville's Sunset Hills Park project.

I recently had the good fortune to partner with the City on a natural shoreline installation at one of their parks, as a part of a Great Lakes Restoration Initiative grant that we held. As part of the project, we worked collaboratively to develop some educational signage to also be installed at the location. I was pleased to learn that they were seeking to install additional native plant gardens and educational signage, as well as other community-friendly and eco-friendly infrastructure, at Sunset Hills Park.

Native plant biodiversity is the foundation for biodiversity of all other life forms and is essential to the overall environmental quality of an area. For this reason, native plant education and outreach is of utmost importance, and what better place for this than parks. This project also integrates universal access design principles to make this project inclusive for all community members.

The City of Pottersville is lucky to have both Aaron and Tiffany working to bring wonderful projects like this to its parks. The capacity of Pottersville Parks and both Aaron and Tiffany as individuals makes them excellent candidates for this program.

Best Regards,

A handwritten signature in cursive script that reads "Sarah Nelson".

Sarah Nelson
Executive Director
Barry Conservation District



June 1, 2022

Michigan Department of Natural Resources
P.O. Box 30028
Lansing, MI 48909

Dear Grants Management Staff:

This letter of support serves as confirmation that the Tri-County Regional Planning Commission (Tri-County RPC) has received and reviewed the proposed Michigan Natural Resources Trust Fund, Land and Water Conservation Fund, and Recreation Passport grant applications submitted on behalf of Tri-County RPC's local jurisdictions in Clinton, Eaton, and Ingham counties.

We have confirmed that the various projects call for the acquisition, development, or replacement of parks, trails, or recreational improvements/amenities at their respective locations. These projects align with the vision, themes, and regional priorities of Tri-County RPC's plans and policies and are consistent with their respective local plans.

Tri-County RPC's Board of Commissioners reviewed and endorsed the enclosed applications on May 25, 2022. We are confident that implementation of these projects will conserve and improve access to our region's non-motorized facilities and natural resources; enhance the connectivity, vibrancy, and inclusivity of our communities; and enrich opportunities for recreation and the overall quality of life of our region's residents and visitors.

Please contact us with any questions or concerns.

Sincerely,

Jim Snell
Executive Director

Enclosure

CC: Adam Smith, City Manager, City of Grand Ledge
Aaron Sheridan, City Manager, City of Pottersville
Tiffany Schaner, City Parks & Recreation Director, City of Pottersville
Wendy Longpre, Assistant Director of City Parks and Recreation, City of East Lansing
Dan Coss, City Administrator, City of DeWitt
JoAnne Kean, Township Clerk, Vevay Township
Marnie Anderson, Township Treasurer, Aurelius Township
Travis Keeton, County Parks and Recreation Director, Eaton County
Tim Morgan, County Parks and Recreation Director, Ingham County



Michigan Natural Resources Trust Fund Applications - 2022

Application #	Applicant	County	Proposal/Project Title
TF22-0009	City of Lansing	Ingham County	E. Cavanaugh Road Land Acquisition
TF22-0015	City of Lansing	Ingham County	Clifford Pickleball Courts
TF22-0062	City of Lansing	Ingham County	Burchard Park/Brenke Fish Ladder Improvements
TF22-0075	Ingham County	Ingham County	Burchfield Park Improvements at the Riverbend Natural Area
TF22-0076	Ingham County	Ingham County	MSU to Lake Lansing Connector Trail
TF22-0077	Ingham County	Ingham County	Hawk Island Park Boardwalk Replacement Phase 3
TF22-0078	Ingham County	Ingham County	Lake Lansing Park North Playground Improvements
TF22-0080	City of DeWitt	Clinton County	McGuire Park and River Access Improvements
TF22-0104	City of Grand Ledge	Eaton County	Phase II Ball Field Development Adjacent to Fitzgerald Park
TF22-0202	Eaton County	Eaton County	Crandell Lake Park Improvements

Land and Water Conservation Fund Applications - 2022

Application #	Applicant	County	Proposal/Project Title
LW22-0013	Ingham County	Ingham County	Lake Lansing Park North Boardwalk & Trail

Recreation Passport Grant Applications - 2022

Application #	Applicant	County	Proposal/Project Title
RP22-0031	City of Pottersville	Eaton County	Sunset Hills Park Projects
RP22-0067	Vevay Township	Ingham County	Vevay Township Community Park Improvements
RP22-0070	Aurelius Township	Ingham County	Glenna Droscha Community Park Playground

WWW.MITCRPC.ORG

3135 PINE TREE RD | SUITE 2C | LANSING, MI 48911

P: (517) 393-0342 | F: (517) 393-4424

EXHIBIT H



Benton Township Fire Department

4713 Hartel Road

Pottersville, MI 48876

Business 517-645-7061 * Fax 517-645-7074

Proudly Serving Benton Township & the City of Pottersville

September 25, 2020

Aaron Sheridan, City Manager
City of Pottersville
319 N. Nelson
Pottersville, MI 48876

RE: Sunset Hills Park Improvements

Dear Mr. Sheridan,

Benton Township Fire Department (BTFD) has reviewed the current Sunset Hills Park, located in the 4600 Block of Sunset Hills Drive. During our site visit the BTFD Staff identified some park deficiencies and safety concerns. As you know the City of Pottersville encourages its citizens of all ages to utilize City resources including the City of Pottersville Park System. With the increase of facility usage, there is a potential for an increase in medical emergencies or the unfortunate tragic event within the park.

The Sunset Hills Park in its current configuration provides no off street parking for Emergency Responders to place their apparatus whether it's a Police Car, Fire Truck, or Ambulance. This situation presents a serious safety concern for Emergency Responders exiting their vehicles in the roadway. In addition to Emergency Responders exiting their vehicles into the traffic lanes, Emergency Medical Personnel are required to unload and load the ambulance cot with a patient on the cot from the traffic lanes.

BTFD Staff also identified the lack of Barrier Free Access, and the lack of Sidewalks within the Park as deficiencies and safety concerns. During the time of an emergency it is important that Emergency Responders have Safe, Barrier Free Access to those in need of assistance. Moving a Patient on the ambulance cot or carrying the patient on a backboard across the grass, uneven terrain, or over curbs is inherently dangerous. Barrier Free Access and Sidewalks within the Park would reduce the risk to the Health Care Providers and their Patients when extricating those patients from the Park.

BTFD encourages the communities that we serve to plan, incorporate, engineer, and implement National Fire Protection Association (NFPA) 1300 – Standard on Community Risk Assessment and Community Risk Reduction (CRR) whenever possible. During this Community Risk Reduction process it helps our communities identify and prioritize all types of risks, and emphasizes the integrated and strategic investment of resources to reduce their occurrence and impact.

BTFD strongly supports the proposed changes and safety upgrades to the Sunset Hills Park. Embracing the concept that our Parks and Facilities must have Safe Routes, Easily Accessible for Citizens of All Ages, and Easily Accessible for those Citizens with Mobility Challenges demonstrates to the Citizens of Pottersville that our Parks are available for leisure, social, and physical activities. If you have any questions, comments, or need additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim James', with a large, stylized loop at the end.

Tim James, Fire Chief
Benton Township Fire Department

United States Senate

March 22, 2021

Ms. Christie Bayus
Recreation Passport Grant Program
Michigan Department of Natural Resources
Finance and Operations
P.O. Box 30028
Lansing, MI 48909

Dear Ms. Bayus:

I am writing this letter in support of the *Sunset Hills Park Improvement Project* proposal to the Michigan Department of Natural Resources' 2021 Recreation Passport Grant program. I offer my support to this grant application so that the City of Potterville can build a new parking lot and finish the connectivity of existing sidewalk infrastructure to increase accessibility to the Sunset Hills Park and make it a welcoming environment for all of Potterville's residents.

Sunset Hills Park is a great opportunity for the residents of Potterville, located adjacent to the Sunset Hills subdivision. However, access to the park from the subdivision is currently limited as the neighborhood sidewalk ends abruptly at the east and west ends of the park and does not continue through the park. Receiving the funding to complete the path of this sidewalk through the park and to put in an ADA accessible parking lot would greatly improve neighborhood access to this small community park and would fill a significant neighborhood sidewalk gap to improve community safety. In addition, the city would like to turn this into an educational opportunity by adding a pollinator garden and corresponding signage to teach families in the community about the importance of native species.

I am confident that the City of Potterville's application for funding under the Recreation Passport grant program will receive all appropriate consideration. If I may be of any further assistance, please contact Carlee Knott of my Lansing office at (517) 483-3654. Thank you in advance for your attention to this matter.

Sincerely,



Gary C. Peters
United States Senator

EXHIBIT J

COMMITTEE ON
ENERGY AND COMMERCE

COMMITTEE ON
EDUCATION AND LABOR
RANKING MEMBER, SUBCOMMITTEE ON
HEALTH, EMPLOYMENT,
LABOR, AND PENSIONS

Congress of the United States
House of Representatives
Washington, DC 20515-2207

March 5, 2020

Michigan Department of Resources
Grants Management
Recreation Passport Grant Program
P.O. Box 30425
Lansing, MI 48909-7925

To Whom It May Concern,

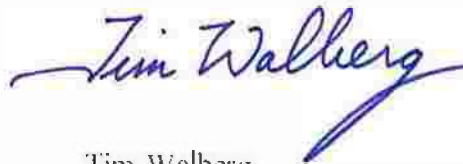
I am writing in support of the application by City of Potterville for the Michigan Department of Natural Resources (DNR) Recreation Passport Grant. The City of Potterville is located in Eaton County, which is one of the 7 counties in Michigan's 7th Congressional District that I have the privilege to represent.

The stated purpose for the DNR's Recreation Passport Grant is to provide support for public recreation and the development of facilities and infrastructure to support public recreation, specifically for local units of government.

The City of Potterville's request for funds will enable them to make needed improvements to the existing facilities at Sunset Hills Park in Potterville. The proposed changes will create better accessibility for a greater segment of the population, including barrier-free access for those with physical limitations, access for a wider variety of age groups, and safer parking. These improvements will in turn increase park usage, and consequently promote the health and well-being of more members of the local community.

Creating opportunities to improve the health of my constituents is an important issue, and therefore, I ask that you give careful consideration to the City of Potterville's application for the Michigan Department of Natural Resources Recreation Passport Grant.

Sincerely,



Tim Walberg
Member of Congress

TW/ly



71ST DISTRICT
STATE CAPITOL
P.O. BOX 30014
LANSING, MI 48909-7514

MICHIGAN HOUSE OF REPRESENTATIVES

ANGELA WITWER

STATE REPRESENTATIVE

PHONE: (517) 373-0853
FAX: (517) 373-6589
AngelaWitwer@house.mi.gov

March 4, 2020

Christine Bayus
Grants Management
Michigan Department of Natural Resources
P.O. Box 30425
Lansing MI 48909

Dear Ms. Bayus:

I am writing to strongly encourage you to consider the application submitted by the City of Potterville to improve and develop ADA accessibility at Sunset Hills Park when selecting recipients of MDNR's Recreation Passport Grants. If selected, this grant would help fund 1.15 acres of developmental improvements and ADA public access to existing facilities at Sunset Hills Park. If completed, these projects would be invaluable additions to both the park and to the thriving Potterville community as a whole.

After recently reviewing renderings of the proposal, it is clear the community has done its due diligence in preparation for a potential grant from MDNR. The overall park layout and structural details have already been professionally developed, and the result appears to be a beautiful, accessible park for all Potterville residents to enjoy. Based on the renderings featured in the proposal I reviewed, I'm confident this project will offer my constituents accessible and safe parking, a barrier free environment, increased park usage, park accessibility for all ages and physical abilities, an opportunity to promote their health and well-being, and a more engaged community.

In addition to the impressive organization and frugality displayed by the applicants, their long-term vision for further development at Sunset Hills Park is also reason to warrant strong consideration. Phase 1 of the proposed improvements will focus on the ADA accessibility mentioned above, while Phase 2 will add a half-court basketball court for recreational purposes to be used by those in the community.

Thank you for your consideration to award the requested Recreation Passport Grant to the City of Potterville's proposed park project. Please do not hesitate to contact me if you have any additional questions regarding this letter.

Most Sincerely,

Angela Witwer
State Representative
House District 71

EXHIBIT L



POTTERVILLE PUBLIC SCHOOLS

September 15, 2021

RE: SUNSET HILLS PARK PROJECT 2021 DNR Recreation Passport Grant #RP21-0038

To Whom It May Concern:

I write this letter in support of the project to redevelop Sunset Hills Park to include ADA park benches, wheelchair-friendly surfaces, interpretive learning areas, a pollinator garden and more. As the Director of Special Education for Potterville Public Schools, I see great benefit in the redevelopment of this playground and the surrounding area and how it will demonstrate the key principles of inclusion for students and the community.

Ensuring access to recreational opportunities to all students no matter their ability is a critical step to including those who may or may not have previously had access to Sunset Hills Park. Having a playground that welcomes all students of varying abilities as well as sensory experiences for students would make a large difference in the community.

Potterville Public Schools fully supports community infrastructure and resources in which all students can utilize to connect with their classmates outside of the classroom.

Thank you for your consideration for this project,

Kim Iverson
Director of Special Education, Potterville Public Schools

EXHIBIT M

City of Potterville

319 North Nelson • P.O. Box 488 • Potterville, Michigan 48876 • Phone (517) 645-7641

September 23, 2021

Andrea Stay
MDNR, Grant Coordinator
PO Box 30425
Lansing, MI


RE: 2021 DNR Recreation Passport Grant
Proposed Improvements
RP21-0038

Dear Mrs. Stay,

As stakeholders and residents in the area we are giving our approval for the Universal Design improvements outlined in the grant application for the City of Potterville's Recreation Passport Grant Application for Sunset Hills RP21-0038. These improvements include addressing the need for accessible parking, connecting pathways within the park, making a pathway that will loop around the play area so that all park goers have access to the amenities in the back of the park.

These Universal Designs will enhance the quality of life for all individuals as recreational opportunities provide an important element in local communities. With our support, we are certain that these improvements provide an inclusive community and access for all individuals, with this project we support.

Therefore, by signing below, we have visited the Sunset Hills Park, walked the projected area, and reviewed the material of the changes that are provided in the grant application, we support this project and the overall experience it will provide the residents of the City of Potterville and Eaton County.

 Nora Smalley
Printed Name

9-23-21
Date

 Nora Smalley
Printed Name

9/23/21
Date

"City of Helping Hands"

EXHIBIT N



2186 E Centre Ave., Portage, MI 49002

June 6, 2022

Aaron Sheridan, City Manager
City of Pottersville
319 N. Nelson
Pottersville, Michigan 48876

RE: Sunset Hills Park – DNR Recreation Passport Grant Application RP22-031 (letter of support)

Dear Mr. Sheridan,

Please consider this a formal letter of support from Allen Edwin Homes regarding the City of Pottersville's DNR Recreation Passport Grant Application RP22-031 for proposed improvements to Sunset Hills Park.

As you are aware, Allen Edwin Homes recently purchased the vacant 52.69 acre property located to the East of Sunset Hills Park for construction of the Cambria Ridge residential subdivision. A total of 79 new single family homes and associated infrastructure are planned over the next few years. Proposed improvements to Sunset Hills Park will provide the future 79 families within the Cambria Ridge subdivision, along with the over 100 existing residences along Sunset Drive, enhanced recreational amenities and opportunities within walking distance from their homes. Allen Edwin Homes strongly supports these proposed improvements to Sunset Hills Park and the overall commitment by the City of Pottersville to improve accessibility and connectivity within the community. We wish you success with the grant application.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael West", is written over a horizontal line.

Michael West, AICP
Land Planning Project Manager
Allen Edwin Homes
2186 East Centre Avenue
Portage, Michigan 49002
(269) 365-8548
mwest@allenedwin.com

CC: Tiffani Schaner, City of Pottersville Parks and Recreation Director
Brandy Miller, City of Pottersville Zoning Administrator