

EATON COUNTY BOARD OF COMMISSIONERS

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Terrance Augustine
Brandon Haskell
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Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/PUBLIC WORKS AND PLANNING COMMITTEE

**WEDNESDAY, SEPTEMBER 13, 2023
9:00 A.M.**

BOARD OF COMMISSIONERS' ROOM, COUNTY COURTHOUSE, CHARLOTTE

AGENDA

1. Call to Order.
2. Pledge of Allegiance.
3. Agenda Additions and Changes.
4. Approval of August 9, 2023 Minutes.
5. Limited Public Comment.
6. MSU Extension Semi-Annual Report
7. Construction Code/Planning and Zoning Report.
8. DIA Update.
 - SWOR noncompliance hearing – Liberty Landfill
 - EGLE Grant Update
9. Parks Report.
10. Committee Appointments.
11. Miscellaneous.
 - Emergency Housing Program Public Hearing
12. Limited Public Comment.
13. Adjournment.

A quorum of the Board of Commissioners may be present at this meeting.

PUBLIC WORKS & PLANNING COMMITTEE

**WEDNESDAY, AUGUST 9, 2023
9:00 A.M.**

MINUTES

MEMBERS PRESENT: Commissioners Barbara Rogers, Terrance Augustine, Blake Mulder, Trevor Youngquist, Scott Hansen, and Brian Lautzenheiser.

ALSO PRESENT: Commissioners Jim Mott, Frank Holmes, and Brian Droscha; Claudine Williams, Chris Garrison, Brandy Miller, Debbie Penfield, Matt Hannahs, and Brad Funkhouser and Connie Sobie.

The August 9, 2023 regular meeting of the Public Works and Planning Committee was called to order at 9:00 a.m. by Chairperson Rogers.

The Pledge of Allegiance was given by all.

Commissioner Lautzenheiser moved to approve the July 12, 2023 meeting minutes. Commissioner Youngquist seconded. Motion carried unanimously.

Limited Public Comment. None.

Eaton County Road Commission Engineer-Manager, Matt Hannahs, was present to provide a semi-annual report.

EATRAN Executive Director, Brad Funkhouser, was present to provide a semi-annual report.

Resource Recovery Program Assistant, Debbie Penfield, presented the department's monthly report. Commissioner Augustine moved to recommend the Solid Waste Alternative Grant allocations as presented to the Board of Commissioners. Commissioner Brian Lautzenheiser supported. Motion carried unanimously.

Construction Code, Planning and Zoning Director, Chris Garrison, presented the department's monthly report. It was noted this report has been changed slightly to accommodate for the new department activities and improve the presentation of the information. Commissioner Augustine moved the approval of DCA-8-23-2 as presented to the Board of Commissioners. Commissioner Trevor Youngquist supported. Motion carried unanimously.

Ms. Williams, Director of Intergovernmental Affairs and Development presented the Parks Report. The Community Grant Application Scoring Committee's award recommendations and request for additional funding were discussed. Commissioner Mulder moved to approve the awards as presented with additional funding as requested to Ways and Means for funding. Commissioner Augustine supported. Motion carried unanimously.

Miscellaneous.

Limited Public Comment. None.

Chairperson Rogers adjourned the meeting at 10:43 a.m.

The next regularly scheduled meeting of the Public Works and Planning Committee will be held at 9:00 a.m. on Wednesday, September 13, 2023 in the Board of Commissioners Room of the Courthouse located at 1045 Independence Blvd, Charlotte MI 48813.

Barbara Rogers, Chairperson

DRAFT

Eaton County - Q2 2023				
Program Area	Programs	Participants	Total hours of programming	Estimated total contact hours of programming
AABI - Animal Agriculture	17	53	82.6	905.6
AABI - Business Management	5	24	65	824
AABI - Consumer Horticulture	7	36	70	380
AABI - Environmental	2	7	10.5	39
AABI - Energy	-	-	0	0
AABI - Field Crops	29	92	110.2	929.5
AABI - Fruit Crops	4	11	37.5	209
AABI - Ornamental Horticulture	2	4	12	24
AABI - Vegetables	2	20	48	804
CFEI - Community Food Systems	3	28	69.5	997
CFEI - Financial Homeownership Education	17	34	34.3	70.4
CFEI - Government and Community Vitality	11	25	155.8	303.4
CFEI - LeadNet	1	1	3	3
CFEI - Michigan Natural Features Inventory	-	-	0	0
CFEI - Natural Resources	6	12	46	114
CFEI - Product Center	9	22	126.7	202.8
CFEI - Sea Grant	4	12	10.5	26.5
CFEI - Tollgate Farm	-	-	0	0
CYI - 4-H	15	31	113.5	230.6
CYI - AmeriCorps	-	-	0	0
CYI - Career Exploration and Workforce Development	12	22	50.5	169.5
CYI - Child and Family Development	42	74	98	168
CYI - Healthy Living	1	2	3	6
CYI - Leadership and Civic Engagement	3	14	10.5	43.5
CYI - Science Literacy	5	15	81.7	86.5
CYI - Volunteer Administration (VEST, and others)	-	-	0	0
CYI & HNI - Michigan Vaccine Project (MVP)	-	-	0	0
HNI - Food Safety	24	55	84.9	874.5
HNI - Health	-	81	0	0
HNI - NPA - EFNEP	53	124	300.5	1367
HNI - Nutrition and Physical Activity	-	-	0	0
SNAP-Ed	6	32	18	127
AABI	61	182	282	1669.1
CFEI	45	126	331	1573.8
CYI	64	127	248	469.1
HNI	76	160	343	1443.5
Eaton County Total (numbers adjusted for duplicates)	246	577	1,107	3,481



Eaton County Department of Construction Codes & Planning and Zoning

1045 Independence Boulevard, Charlotte, Michigan 48813
Telephone: (517) 543-3004 Fax: (517) 543-9924

"OUR GOAL IS TO PROVIDE A SAFER PLACE TO LIVE, WORK AND PLAY"

Department of Construction Codes & Planning and Zoning Report 8/31/2023 For Public Works & Planning Committee September 13, 2023

Department Boards:

- The **Planning Commission** met on August 1st, and approved a Conditional Use Permit for a Home Business in Brookfield Township and DCA-8-23-2, a text amendment to the Eaton County Zoning Ordinance for Wind Energy Systems. They also met on August 22nd for a special meeting to continue discussions on updating the Eaton County Master Plan.
- The **Zoning Board of Appeals** did not meet in August due to a lack of business.
- The **Construction Code Board of Appeals** did not meet in August due to lack of business.
- The **Zoning Ordinance Committee** did not meet in August. Their next meeting is scheduled for September 19th at 3:00 p.m.

Contractor Breakfast:

The first annual Contractor Breakfast has been scheduled for Tuesday, October 24th in the lower level of the 551 Building from 7:30 a.m. - 9:30 a.m. Staff will briefly discuss department changes and plan review processes. The remainder of the breakfast will be used to obtain input from contractors regarding the department functions.

Master Plan Update:

- Staff, members of the Planning Commission and Mr. Jason Ball of ROWE met with the following townships to discuss their Future Land Use Maps: Kalamo, Brookfield, Bellevue, Walton, Eaton Rapids, Vermontville, Carmel, Sunfield and Roxand.
- To allow the township boards time to review the potential changes to the future land use maps, the Planning Commission will hold a Special Meeting on Tuesday, October 24th at 6:00 p.m. to continue discussions regarding updating the Eaton County Master Plan.

Code Enforcement (open/active):

- Work without permits sixteen (16), six tickets were issued
- Hazardous buildings eighteen (18)
- Junk forty (40), two tickets were issued
- Zoning twenty-six (26), one ticket was issued

The court order clean-up of two properties located in Sunfield Township was completed.

County Wide Housing Starts		January	February	March	April	May	June	July	August	September	October	November	December	2023 Totals	2022 Totals
Delta Twp.	Site Built	1	0	0	1	1	4	0	0	0	0	0	0	7	23
	Mobile Homes	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Totals	1	0	0	1	1	4	0	0	0	0	0	0	7	23
Eaton County	Site Built	2	4	1	4	6	3	8	10	0	0	0	0	38	78
	Mobile Homes	1	0	0	0	0	0	0	0	0	0	0	0	1	9
	Totals	3	4	1	4	6	3	8	10	0	0	0	0	39	87
Eaton Rapids	Site Built	1	0	0	0	0	0	0	1	0	0	0	0	2	0
	Mobile Homes	0	0	0	4	0	0	0	0	0	0	0	0	4	10
	Totals	1	0	0	4	0	0	0	0	0	0	0	0	6	10
Grand Ledge	Site Built	0	0	4	1	1	0	0	0	0	0	0	0	6	14
	Mobile Homes	9	0	0	0	0	0	0	0	0	0	0	0	9	5
	Totals	9	0	4	1	1	0	0	0	0	0	0	0	15	19
Oneida	Site Built	0	0	0	0	0	1	0	0	0	0	0	0	1	2
	Mobile Homes	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Totals	0	0	0	0	0	1	0	0	0	0	0	0	1	2
County Wide Total		14	4	5	10	8	8	8	11	0	0	0	0	68	141

Monthly Activity Con Code	Tickets issued		Magistrate hearings		Court cases		Commercial Plan Review		Complaints regarding contractors		Public Surveys		TOTAL MONTH	
	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"
MO/YR	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"
JAN				1		0		2		0		4	0	7
FEB				0		0		4		0		0	0	4
MARCH				0		0		0		0		3	0	3
APRIL				0		0		4		0		2	0	6
MAY				0		0		5		0		2	0	7
JUNE			0	0	0	0	0	5	0	1	3	8	3	14
JULY		22	0	1	0	0	4	4	0	0	4	5	8	32
AUG		6	2	0	0	1	2	3	0	0	2	4	6	14
SEPT			0	1	0	1	3		0		2		5	2
OCT			0		1		0		0		6		7	0
NOV			0		0		2		0		1		3	0
DEC			0		1		1		0		1		3	0
TOTALS	0	28	2	3	2	2	12	27	0	1	19	28	35	89

Construction Inspections	Building		Electrical		Mechanical		Plumbing		TOTAL	
									MONTH	
MO/YR	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"
JAN	231	224	108	132	101	211	65	78	505	645
FEB	164	240	108	109	77	106	35	96	384	551
MARCH	198	255	117	89	121	87	70	156	506	587
APRIL	271	237	121	98	88	89	99	182	579	606
MAY	300	326	101	104	112	86	60	177	573	693
JUNE	305	297	137	120	108	86	92	62	642	565
JULY	338	335	117	101	83	68	72	47	610	551
AUG	390	471	144	148	116	114	81	71	731	804
SEPT	345		111		100		79		635	
OCT	359		130		116		56		661	
NOV	336		150		89		69		644	
DEC	209		79		58		58		404	
TOTALS	3446	2385	1417	901	1169	847	835	869	6874	5002

Construction Permits	Building		Electrical		Mechanical		Plumbing		TOTAL	
									MONTH	
MO/YR	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"
JAN	53	50	83	69	71	85	30	44	237	248
FEB	35	64	71	46	84	63	42	259	232	432
MARCH	67	47	73	57	71	63	46	78	257	245
APRIL	92	78	80	82	67	71	59	46	298	277
MAY	74	83	95	64	86	64	53	35	308	246
JUNE	82	68	90	80	102	75	42	34	316	257
JULY	83	91	74	80	73	60	33	22	263	253
AUG	82	90	116	79	153	60	32	40	383	269
SEPT	62		80		69		45		256	
OCT	71		82		95		38		286	
NOV	43		63		82		28		216	
DEC	28		52		78		39		197	
TOTALS	772	571	959	557	1031	541	487	558	3249	2227

Construction Enforcements	WWOP	WWOP	WWOP	WWOP	HAZ BLDG	HAZ BLDG	HAZ BLDG	HAZ BLDG	
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)	
		2022 carryover 13				2022 carryover 9			
MO/YR	2022	2023	2023	2023(PENDING)	2022	2023	2023	2023(PENDING)	
JAN	19	22	19	16	0	7	3	13	
FEB	10	20	22	14	2	5	2	16	
MARCH	14	14	11	17	2	5	4	17	
APRIL	16	20	11	26	4	0	3	14	
MAY	14	9	14	21	2	5	3	16	
JUNE	9	12	12	21	0	2	2	16	
JULY	20	14	10	25	1	0	3	19	
AUG	17	8	17	16	2	3	4	18	
SEPT	7				3				
OCT	11				3				
NOV	9				3				
DEC	10				1				
TOTALS	156	119	116	16	23	27	22	18	
			TOTAL WORK WITHOUT PERMITS (WWP) & HAZARDOUS BUILDINGS VIOLATIONS						34

Planning & Zoning Cases	Conditional Use Permits		Board of Appeals		Administrative Variances		District Change Amendments		Site Plan Reviews		Zoning Referrals		Private Roads		Agricultural Buildings		Lot Line Adjustments		Land Divisions Reviewed		TOTAL	
																					MONTH	
MO/YR	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"	"22"	"23"
JAN	0	0	0	0	0	0	0	0	0	0	18	19	0	0	5	0	8	1	6	2	37	22
FEB	4	0	1	0	0	0	0	0	0	0	16	16	0	0	0	2	0	5	3	1	24	24
MARCH	0	0	0	0	0	0	0	0	0	0	20	19	0	0	1	2	3	1	4	3	28	25
APRIL	0	4	1	1	0	0	0	1	0	0	38	22	0	0	3	3	3	0	6	1	51	32
MAY	2	3	0	2	0	0	1	0	0	0	36	22	0	0	3	3	2	2	2	2	46	34
JUNE	1	0	0	0	0	0	0	0	0	0	38	22	0	0	0	1	4	2	4	1	47	26
JULY	2	0	1	0	0	0	1	0	0	0	31	32	0	0	2	1	2	3	4	1	43	37
AUG	1	1	0	0	0	0	0	1	0	0	37	25	0	0	3	4	2	4	2	2	45	37
SEPT	1	1	1	0	0		0		0		29		0		2		2		4		39	1
OCT	1	4	1	0	0		0		0		26		0		1		1		4		34	4
NOV	0		0		0		0		0		14		0		0		2		3		19	
DEC	0		1		0		0		0		12		0		5		6		0		24	
TOTALS	12	13	6	3	0	0	2	2	0	0	315	177	1	0	25	16	35	18	42	13	437	242

Planning & Zoning Enfor.	JUNK	JUNK	JUNK	JUNK	ZONING	ZONING	ZONING	ZONING
	(NEW)	(NEW)	(CLOSED)	(PENDING)	(NEW)	(NEW)	(CLOSED)	(PENDING)
		2022 carryover: 31				2022 carryover: 26		
MO/YR	2022	2023	2023	2023(PENDING)	2022	2023	2023	2023(PENDING)
JAN	1	3	0	34	7	2	1	27
FEB	1	2	0	36	0	1	0	28
MARCH	1	7	4	39	2	3	1	30
APRIL	6	2	1	40	3	1	0	31
MAY	6	2	1	41	2	3	3	31
JUNE	0	1	0	42	1	2	2	31
JULY	1	0	0	42	10	0	1	30
AUG	1	1	3	40	5	0	4	26
SEPT	2				1			
OCT	1				1			
NOV	2				4			
DEC	1				0			
TOTALS	23	18	9	40	36	12	12	26
			TOTAL PENDING JUNK & ZONING VIOLATIONS					66



Resource Recovery Department Report

For Public Works & Planning Committee

August 2023

General Updates:

The EGLE Material Management Quick Guide was released on 08/30/2023 and is available online for review (www.Michigan.gov/EGLEMMMP). According to EGLE's website, the official request for notice of intent is expected in late September. The department is scheduled to participate in multiple upcoming meetings and webinars regarding Material Management Planning.

The department requests approval to apply for the 2024 EGLE Scrap Tire Grant to continue to provide for the collection of scrap tire in Eaton County.

EGLE has notified staff our Recycling Infrastructure Grant application was approved for a lesser amount (known internally as the trailer, baler, truck project), awarding \$68,000 of the \$132,000 requested. Below is the budget from the grant application. Staff is requesting the funding be used for a truck and trailer with a preference for an electric vehicle as part of our sustainability planning efforts.

	Cost	Grant Amount	County Match
Trailer	\$25,000	\$20,000	\$5,000
Truck	\$60,000	\$48,000	\$12,000
Baler	\$80,000	\$64,000	\$16,000
	\$165,000	\$132,000	\$33,000

Local Projects:

Solid Waste Alternatives Grant 2023-2024 signed agreements have been received from all 2022-2023 participating municipalities (Village of Bellevue, Bellevue Township and City of Olivet, City of Charlotte (Charlotte Area Recycling Authority), Delta Township and the City of Grand Ledge).

The operator agreement for the Sunfield Recycling Center expires 9/20/2023. The contractor, Bruce Butler, has expressed interest in retiring at or near the end of 2023. The department is recommending extension of the agreement on a month-to-month basis until the time of his retirement. The department will begin the process of seeking a replacement to continue recycling services uninterrupted at the center.

Sunfield Recycling Center shipped 19.34 tons of ag plastic on August 31st. This is our second Ag plastic shipment since the program began. This shipment marks the point where we will begin separating the agricultural film plastics from the industrial film plastics.

Debbie Penfield attended the Grand Ledge City Council August 28th meeting to answer questions regarding their 2023-2024 Solid Waste Alternatives Grant.

The Recycling Workgroup met on August 9, 2023. A presentation and operational cost analysis for a county-run recycling hub and spoke model was given by Resource Recovery Intern Olivia Beauchamp. The Workgroup will continue on the future direction of the department.

County Programs:

The department has received and approved 8 Solid Waste Ordinance Reporting submissions as of August 22, 2023. One hauler remains in noncompliance, Liberty Environmental Landfill. A notification of noncompliance hearing before the September 13, 2023 Public Works & Planning meeting was sent certified mail on August 21, with return receipt signed August 25. Multiple attempts to contact Liberty Environmental's owner, Phil Baker have been unsuccessful.

Recycle Palooza was held August 12, 2023 with 565 individual registrations, 273 individual tire registrants and 2077 tires registered. Due to a significant downpour destroying some registration paperwork, our no-show rates are subject to some estimation: 141 no show attendees (25%), 89 tire no show attendees (33%), and a 20% no-show rate for registered tires (1657 individual tires collected). Eight tons of electronics and 9.4 tons of household hazardous wastes were collected at the event.

All 2023 department collection events have been completed. The department successfully coordinated three collection events for toxic/hazardous materials, electronics and scrap tires.

Collection Event Material Volume and Participant Report

	2019-2020	2020-2021	2021-2022	2022-2023
HHW (*Including Medications, latex paint, etc.) - lb	47,351*	87,000*	43,968	58,567
Electronics - lb	31,894	68,745	54,789	49,711
Scrap Tires – lb (*estimated)	16,292.13	42,337.08	37,855.58	67,937*
Total Material - lb	95,537.13	198,082.10	136,612.58	176,215
Number of Participants	713	1,206	973	988
Average Material per Person - lb	133.99	164.25	140.4	178.4

Dates for the 2024 HHW & electronics collection events are as follows:

Spring Clean-Up	Delta Township	May 18, 2024
Recycling Fever	Charlotte	June 15, 2024
Recycle Palooza	Charlotte	August 10, 2024

Education

Department staff attended the Dimondale Farmers Market August 31st from 3-7 p.m. to engage with residents and pass out educational handouts outlining department programs.

EATON COUNTY BOARD OF COMMISSIONERS

SEPTEMBER 20, 2023

RESOLUTION TO APPROVE A MICHIGAN DEPARTMENT OF ENVIRONMENT GREAT LAKES AND ENERGY SCRAP TIRE RECYCLING GRANT APPLICATION

Introduced by the Public Works and Planning Committee

WHEREAS, the Resource Recovery Department has been established for the development and administration of the County Solid Waste Management Plan under Act 641; and

WHEREAS, key components of the Resource Recovery Department include increasing the amount of materials recycled; and

WHEREAS, the Michigan Department of Environment Great Lakes and Energy Scrap Tire Recycling Grant is designed to provide assistance in the removal of residential tires; and

WHEREAS, the Resource Recovery Department offers two Scrap Tire collection events annually; and

WHEREAS, the Michigan Department of Environment Great Lakes and Energy has encouraged regional applications and Eaton County has been approached by Clinton County, Barry County, and Ingham County to submit one grant for all four communities; and

WHEREAS, Eaton County will serve as the applicant and fiduciary for the grant; and

NOW, THEREFORE, LET IT BE RESOLVED that Eaton County approves the application of the Scrap Tire grant; and

BE IT FURTHER RESOLVED, that acceptance of the grant award is contingent upon the approval of Memorandums of Understanding between the County and other individual participating entities providing for said participating entities to reimburse the County for any non-grant costs associated with collection events held within their jurisdiction; and

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners, or his designee, is authorized to sign any necessary grant documents; and

BE IT FURTHER RESOLVED, that the Controller is authorized to make budgets amendments to the adopted budget, in the event the grant is authorized.



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www.eatoncountyparks.org

Directors Report-September 2023

Monthly Briefing:

Fox Park Updates
Storm Damage Update
Camp Update
Crandell Park Event
Fitzgerald Park

Storm Damage: We are still cleaning up debris from the storm that went through on August 24th. Parks lost around 50 trees in open spaces and trails all of which were very large. Our focus started at Fitzgerald and Lincoln Brick Parks as these sustained the most damage. We were very fortunate that there was no damage to buildings or pavilions only some footbridges on our nature trails. We did have a large tree that fell on the ruins at Lincoln Brick but this only sustained minimal damage to some of the bricks. With the lack of industrial chippers available right away our focus was cutting up downed trees and clearing roadways and trails. We are scheduled to receive a chipper on September 18th. By having most of the trees already cut up and ready to be chipped this process should go very quickly and we should not experience any down time for a rented piece of equipment. I have attached some pictures that show some of the storm damage at the end of this report but they really do not show the true destruction that this system caused. The dead wooding work done a few months ago by Ben Youngs was extremely beneficial as the debris field would have been much worse. It was very nice that the parks staff really came together and responded quickly to this storm. Park operations immediately assessed the situation and began working on the cleanup. Melody Smalley started contacting individuals who had reservations providing them with updates and updated our social media informing the public of closures. Even though there was a county closure staff still came in working without power for 2 days. We unfortunately had to cancel all pavilion rentals at Fitzgerald Park and Lincoln Brick as well as a car show that was scheduled for August 26th. This truly was a great team effort by the parks staff and they should be commended for their efforts and sacrificing their personal time.

Fox Park: The retaining wall and stone at Fox Park has been completed. We removed the grass from one location and replaced it with mulch. Not only does the mulch look better than turf but it requires less maintenance which cuts down on fuel and equipment usage, man power, and is much more environmentally friendly. I have attached pictures at the end of my report showing the completed work.

Upstream with a Paddle: This event put on by Barbara Fulton at Crandell Park and went very well. We received a lot of positive feed back and look forward to having more events like this in the future.

Youth Summer Camp: The 2023 Youth Summer Camp Program has officially ended with over 180 children from all over the tri-county area participating. Parents and youth really enjoyed the programs this year and the staff did an amazing job. With air quality being very poor from the Canadian wildfires on a few days of camp it did require some adjustments on our end but staff did an excellent job shifting programs and ensuring the safety of the campers.

Fitzgerald Park Improvements: As we go through and replace footbridges at the parks we are eliminating some and adding culverts instead. This will help to cut down on maintenance, limiting the opportunity for graffiti on wood, and is safer for users. Below is a picture of the main trail head at Fitzgerald Park where we did just that.



Storm Damage



Fox Park

Old Retaining Wall



New Retaining Wall



Old Median



New Median

