

AGENDA
PARKS AND RECREATION COMMISSION
November 5 @ 7:00 PM
Meeting on Zoom

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – October 1, 2020
4. Citizen Comments – Any citizen who wishes to address the Parks and Recreation Commission on a matter not listed on this agenda may speak at this time. Persons addressing the Commission may state name, address, and, if applicable, their affiliation. The Chair should recognize the citizen before they speak. A five-minute limitation applies unless extended by the Chair. Citizens wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before the commission.
5. New Business
 - a. Maplehurst mountain bike skills course — Moyer/Conrad report
6. Unfinished Business Updates
 - A. Budget Discussion
 - a. Line item review
 - b. Dedicated ice rink warming hut —Conrad report
 - c. Other needs
 - B. Discussion of 2020-2021 goals
7. Correspondence --
8. Reports –Council Liaison, Other Members
9. Next Meeting – December 3, 2020—
10. Adjournment

Zoom instructions for Parks & Recreations
Wednesday, November 7, 2020 at 7:00 pm

When: Nov 5, 2020 07:00 PM Eastern Time (US and Canada)
Topic: Parks & Rec Commission - November 5, 2020

Please copy the link below and paste into your browser to join the webinar:

<https://us02web.zoom.us/j/89429249688?pwd=NjdMNmtWOVBnWVBKUGJBb0NhVkF0dz09>

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**Minutes
Village of Elk Rapids
Parks & Recreation Commission
October 1, 2020**

Present:

James Dake, Mike Conrad, Kwin Morris, Melissa West, Charlie Pryde, Paula Moyer, Gordon Stewart

Staff: Village Manager Bill Cooper.

Pryde calls meeting to order.

MOTION to approve agenda by West. Second by Dake. **MOTION CARRIED.**

MOTION by Stewart to approve September minutes. Second by Morris. **MOTION CARRIED.**

CITIZEN COMMENTS: n/a

NEW BUSINESS:

A. Trees in Memorial Park: West

-DPW, DDA, West and Pryde met to discuss. Some problematic trees were removed in preparation for swales to be installed via watershed association. Very productive.

UNFINISHED BUSINESS:

A. Budget Discussion

- Budget Priorities: Dedicated ice rink warming hut. Stewart points out need for hut to be close to the hut due to skate blades. Ideas brought up: purchase yurt, least a tent from tentcraft, purchase warming hut, permanent shelter. Also installing a fire pit ring and having byob firewood policy. Conrad will reach out to Tentcraft to discuss temporary tent.
- Other needs: revisiting last meeting's goals. Projects are progressing on several fronts. Discussed were pickleball lines on tennis courts, swimming lessons, ways to entertain youth/prevent them jumping from trees in memorial park (i.e., rope swing, zipline, etc.)

Next Meeting – November 5, 2020—

MOTION by Stewart to Adjourn. Second by Morris. Meeting adjourned.

PERIOD ENDING 11/30/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 11/30/2020	ACTIVITY FOR MONTH 11/30/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 694 - PARKS & RECREATION						
101-694-700-000	WAGES	4,342.00	0.00	0.00	4,342.00	0.00
101-694-715-000	SOCIAL SECURITY	332.00	0.00	0.00	332.00	0.00
101-694-716-000	HEALTH INSURANCE	936.00	0.00	0.00	936.00	0.00
101-694-718-000	RETIREMENT	434.00	0.00	0.00	434.00	0.00
101-694-719-000	SICK & ACCIDENT BENEFIT	70.00	0.00	0.00	70.00	0.00
101-694-720-000	WORKER'S COMP	104.00	38.00	0.00	66.00	36.54
101-694-757-000	SUPPLIES	350.00	110.63	0.00	239.37	31.61
101-694-818-000	CONTRACTUAL/PROF SVCS	3,500.00	0.00	0.00	3,500.00	0.00
101-694-864-000	TRAINING/CONFERENCES	500.00	0.00	0.00	500.00	0.00
101-694-880-000	RECREATION PROGRAMMING/FUNDRAISING	1,500.00	0.00	0.00	1,500.00	0.00
101-694-956-000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
101-694-970-000	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
101-694-970-350	TRAIL PROJECTS	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 694 - PARKS & RECREATION		19,768.00	148.63	0.00	19,619.37	0.75
TOTAL EXPENDITURES		19,768.00	148.63	0.00	19,619.37	0.75
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		19,768.00	148.63	0.00	19,619.37	0.75
NET OF REVENUES & EXPENDITURES		(19,768.00)	(148.63)	0.00	(19,619.37)	0.75

Chapter 4: Recreation Goals, Objectives, & Action Plan

The goals, objectives, and action strategies are intended to guide future decisions about recreation in a manner that reflects the community's values and priorities. The goals were developed based on review of existing facilities and public input as well as other local and regional plans and strategies. The order in which these goals, objectives, and actions appear does not represent a ranking of their importance or priority.

The Village Parks & Recreation Commission has developed the following broad goals:

Goals

1. Maintain and improve parks, facilities and equipment in an efficient and safe manner to provide continuous operation with minimal interruption of patrons, ensuring safe, clean and beautiful recreational areas.
2. Meet the ever-changing needs and abilities of all residents and visitors by providing comprehensive, quality recreational activities.
3. Promote and, where appropriate, preserve natural areas within the Village of Elk Rapids to enhance the region's environmental, aesthetic, and recreational qualities.
4. Provide trails that link to existing state, county, and municipal open spaces, other trail networks (existing and planned), and nearby communities to provide a variety of recreation and transportation opportunities.
5. Support and enhance public water access.

Recreation Goals, Objectives, & Action Plan

The following objectives provide a means of achieving the stated goals, and the actions provide the specifics necessary to accomplish these objectives.

GOAL 1: Maintain and improve parks, facilities and equipment in an efficient and safe manner to provide continuous operation with minimal interruption of patrons, ensuring safe, clean and beautiful recreational areas.

Objective 1: Maintain a Recreation Plan that protects and recognizes historical as well as natural resources, protects existing recreational opportunities, enhances and encourages the development of new recreational opportunities, and establishes a recreational standard that revitalizes and reinforces the qualities of Village recreation.

Actions:

- Implement Recreation Plan goals, objectives, and action items
- Encourage continuing cooperation between neighboring governmental entities, school districts and community groups
- Support the Harbor Commission goals and objectives for the Elk Rapids harbors

Objective 2: Maintain and improve existing parks and recreation facilities as needed

Actions:

- Advise DPW on maintenance required for the parks
- Work with DPW to establish maintenance plans for individual Village parks

- Establish a maintenance fund with Village Council
- Pursue funding opportunities as appropriate to support development and/or improvement of parks and recreation infrastructure and amenities
- Evaluate opportunities to improve and promote use of:
 - Community Ice Rink
 - Bass Lake Park
 - Bathing Beach
 - Noble Pines Nature Trail
- Pursue opportunities to improve water access at Rotary Park
- Refer to the Dam Beach Management Plan for guidance in maintaining and improving this area

GOAL 2: Meet the ever-changing needs and abilities of all residents and visitors by providing comprehensive, quality recreational opportunities.

Objective 1: Provide comprehensive, quality recreational activities and programming

Actions:

- Explore recreation programming opportunities for the Village, such as a Family Festival, Senior Olympics, International Festival, Summer Youth Program, and adult and youth sports leagues
- Explore opportunities to partner with and support organizations to facilitate recreation programming for all population groups
- Encourage the development of winter sports activities.

Objective 2: Ensure parks and recreation facilities are accessible to all users

Actions:

- Where possible, provide universal access at Village parks and recreational facilities
- Provide people of all ages and physical abilities access to recreational opportunities that support active living and healthy lifestyles.
- Study the feasibility of installing a universal kayak launch

Objective 3: Encourage the enhancement or redevelopment of existing recreational facilities and the development of new facilities that are not available in the area

Actions:

- Evaluate opportunities to improve existing facilities to meet existing and future needs
- Explore opportunities for the acquisition and development of additional facilities to meet existing and future needs
- Identify opportunities for trail access and connections
- Evaluate opportunities to enhance water access

Objective 4: Develop and support diverse recreational activities in the Village

Actions:

- Increase diverse recreational usage in both high and low density areas of the Village park sites.
- Increase health awareness of benefits of physical activity.
- Work with community organizations and volunteers to provide diverse recreation activities
- Encourage cooperation and coordination between neighboring governmental entities and school districts to support diverse recreational activities

GOAL 3: Promote and, where appropriate, preserve natural areas within the Village of Elk Rapids to enhance the region’s environmental, aesthetic, and recreational qualities.

Objective 1: Preserve and maintain the scenic and natural areas within the Village

Actions:

- Provide open space lands that link to existing state, county, and municipal open spaces
- Manage Village recreation areas to protect and enhance natural resources, environmentally sensitive features, and scenic areas
- Maintain and pursue partnerships to help protect and enhance natural resources, environmentally sensitive features, and scenic areas on Village-owned land (such as with the Beautification Committee and Green ER)
- Maintain Dam Beach and Fishing Park as a natural conservation area for the term of the Antrim County lease for the benefit of the general public (see Dam Beach and Fishing Park Plan)
- Increase public awareness of need to promote protection of water quality, clean beaches, shoreline maintenance, and preservation of trees/vegetation.
- Maintain wooded area adjacent to Veteran’s Memorial Park.

GOAL 4: Provide trails that link to existing state, county, and municipal open spaces, other trail networks (existing and planned), and nearby communities to provide a variety of recreation and transportation opportunities.

Objective 1: Support the planning and development of a non-motorized trail from Traverse City to Charlevoix

Actions:

- Work with TART, Grand Traverse Regional Land Conservancy, State of Michigan (MDOT and MDNR), Antrim County, and other local units of government to assist in the establishment of a non-motorized trail that connects Elk Rapids with the TART system to the south at M-72.
- Engage in planning to establish a trail route through the Village of Elk Rapids (see next objective).
- Work with TART, Top of Michigan Trails Council, Grand Traverse Regional Land Conservancy, State of Michigan (MDOT and MDNR), Antrim County, and other local units of government to assist in the establishment of a non-motorized trail that connects Elk Rapids with Charlevoix’s Little Traverse Wheelway and the rest of the Northern Lower Peninsula Trail network.
- Maintain a Parks & Recreation Commission representative as a liaison to the TART system, Land Conservancy and surrounding townships.
- Keep the public informed on progress.
- Work with stakeholders to seek funding through grants and donations, including the Antrim County Operator of Dams.
- Work with entities along the trail to create a total biking experience.

Objective 2: Establish non-motorized trails in and through the Village of Elk Rapids

Actions:

- Engage in planning and development of the Traverse City to Charlevoix Trail to establish a trail route through the Village of Elk Rapids
- Place US Route 35 signs and scenic alternative signs at appropriate Village locations.
- Work with the DDA and other organizations, as appropriate, to design and place wayfinding kiosks

at designated locations.

- Encourage the Village to maintain the street surface markings and other trail-related signage
- Explore opportunities to create trail connectors to parks, schools, neighborhoods, and other community resources
- Explore partnerships and grant opportunities to support trail development
- Provide amenities for trail users (parking, restroom, etc.) by linking to existing facilities and/or developing new facilities
- Coordinate trail planning efforts with neighboring communities and stakeholders

GOAL 5: Support and enhance public water access.

Objective 1: Maintain and improve water access for all

Actions:

- Pursue the development of a universally accessible kayak launch
- Preserve water access through road-ends
- Coordinate with Paddle Antrim to develop and promote the Chain of Lakes Water Trail

Harbor Commission Goals & Objectives

The Harbor Commission has these goals and objectives:

1. Maintain and improve existing facilities and infrastructure

Objective

- Identify and complete projects to ensure the harbor maintains its standard of excellence

2. Protect the Lower Harbor

Objective

- Consider public input, conduct environmental impact studies and obtain approval from all local, state and federal permitting agencies, in considering options to increase safety of harbor entrance and reduction of dredging costs

3. Improve the Elk River Landing to strengthen access to the downtown and surrounding areas

Objective

- Explore options to improve the Elk River Landing by utilizing the space as unloading area

4. Support the goals of the Parks and Recreation Plan, specifically those that support the Harbor

5. Provide community and boater events

Objective

- Promote harbor
- Develop outdoor recreation educational courses
- Provide concerts and other events open to the community

6. Provide adequate parking

Objective

- Inventory available parking and assess need

CORRESPONDENCE

Hey Caroline,

The Chub does have a built-in bike repair area (but we always need more tubes, tools, etc!) but it will be closed when me or a volunteer is not present. I would love to have a repair stand, but I also think it would make a lot more sense to have one at a trail head for the bike path.

What do you think?

Have you had any more time to look into a small, simple challenge course at the Chub? I'm planning to offer balance bike opportunities next spring, and would love to have some humps, teeter-totters, ramps. If p&R could help fund that, that would be amazing. I want to use the hump that is already there, and then have a trail loop around the back of the Hub.

The Civic Center allows Norte to have the challenge course at the Club House and Wheelhouse, as long as they are not permanent structures.

Thanks Caroline!

LAUREN DAKE

Antrim County Coordinator | she/her/hers

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