

Glen Arbor Township

PARK & RECREATION BOARD MEETING MINUTES - APPROVED, DEC 8, 2022

December 1, 2022

Call to Order

Ron Calsbeek, President, called the meeting of the Glen Arbor Park & Recreation Board (PARB) to order at 1:00 p.m. In addition to President Calsbeek, the following PARB members were present: Kim Volk, Secretary, Rick Shanahals, Treasurer, John McIlivried, and Annabel Moore. Pam Laureto, Township Clerk, was also present.

Pledge of Allegiance

All those present stood and said the Pledge of Allegiance.

Approval of Agenda

The agenda was moved, seconded, and approved with some modifications: *Item 10 (MSU Research Request) was deleted; Item 11 (PARB Composition & Election of Officers) was moved to Item 5; Item 5 (Five-Year Master Plan) was moved to Item 6; Item 6 SPARKS Grants was moved to Item 7.*

Public Comments

No members of the public were present so no public comments were made.

PARB Composition and Election of Officers

Ron Calsbeek and Rick Shanahals informed the Board that they intended to retire from the PARB at the end of this calendar year (Dec 2022). The Board asked them to consider staying on through the end of this fiscal year in order to help finish work on the new 5-Year Plan, develop the 2023 budget and allow the Township additional time to find their replacements. Both were amenable so a motion was made, seconded, and unanimously approved to re-elect Ron Calsbeek and Rick Shanahals to new terms that would commence at the end of this calendar year and end in March 2023.

It was also moved, seconded, and unanimously approved to elect John McIlivried President; Kim Volk Secretary, and Annabel Moore as Treasurer of the Glen Arbor Park & Recreation Board.

Five-Year Master Plan

At this time Tyler Sprague of Johnson Hill joined the PARB meeting by telephone. Tyler reviewed the comments he received as edits to the draft 5-Year Plan with the Board. One additional change was requested during this review: under Goal 3 of the Goals & Objectives Section, the PARB asked that number 2 read *Coordinate parks and recreation planning efforts with adjacent communities to propose a combined use of resources.* At the end of this discussion, it was moved, seconded, and unanimously approved to recommend the Five-year Plan to the GA Township Board for approval, subject to the requested edits being made by Johnson Hill. Tyler said he would have a revised 5-Year Plan to the PARB by 12 Noon, Friday, December 2, 2022.

The PARB reviewed and revised the proposed timeline for getting public input prior to the Township Board taking any action on the proposed Five-Year Plan. Following is the revised timeline approved by the PARB:

Dec 1, 2022	Approval for 5-Year Plan by GA Park & Recreation Board
Dec 8, 2022	Publish proposed 5-Year Plan on Township Website for review
Dec 15, 2022	Announce 30-day period/public hearing in Leelanau Enterprise
Dec 15-Jan16, 2023	Period for Public Review in Advance of Public Hearing
Dec 20, 2022	GA Township Board Meeting; review 5-Year Plan and acknowledge upcoming public hearing
Jan 6, 2022	Public Notice of of Jan 17 Public Hearing
Jan 12, 2023	Park & Recreation Board Meeting
Jan 17, 2023	Public Hearing on 5-Year Plan
Jan 17, 2023	GA Township Board Meeting
Feb 1, 2023	Submission of 5-Year Plan to Michigan DNR

SPARKS Grants

The PARB learned about the Sparks Grants being offered by the State of Michigan's DNR department from the Township Supervisor and it asked Johnson Hill to provide additional details and to help the PARB determine if it is feasible to apply for a grant during the first round of funding.

Summary of SPARKs Grant Program: These grants are administered through the State of Michigan's DNR grant management staff. The application process opened October 24, 2022 for the first round. Round One applications are due by December 19, 2022 with \$15 million in grants to be awarded in January 2023. Rounds two and three have not yet been scheduled but are anticipated to award \$25 million in each the spring and summer of 2023. Applicants must be local units of government and may include regional or statewide organizations or a consortium of local units of government or public authorities legally established to provide public recreation. Eligible community matches are encouraged but not required. Projects may include the development, renovation or redevelopment of indoor or outdoor public recreation facilities. Acquisition of new park land is not permitted. This grant program is geared toward providing funding for communities to improve health and safety or address increased wear and tear resulting from greater use of public facilities due to covid.

During the conversation, PARB members identified a number of improvements it had hoped to make to the existing Township park as well as to other Township park lands. Pam Laureto asked Tyler to provide a proposal as to what it would cost for Johnson Hill to assist Glen Arbor applying to the Michigan DNR for one or more of these grants. Tyler said he would have a proposal to Pam and the PARB by Monday, December 5. Once this is received, a special meeting will be scheduled to detail the projects that need funding and work on the grant application. Tyler Sprague exited the meeting/call.

Shutting Down the Park for Winter

Pam Laureto will contact Austin Novak to schedule a time for the bushes to be trimmed. She will also notify Lautner that the Township will no longer need their services to turn on/off the irrigation system at the park. Austin Noval will handle both the turning on and the turning off of the sprinkler system going forward.

Glen Arbor Outdoor picked up the trash cans, planters, signs, etc. two weeks earlier than they should have this year. Pam Laureto will notify them that in the future this should not be done until November 1, at the earliest.

Pickleball

Pam will contact the Leelanau School CFO to determine when the floors will be cleaned. Ron Calsbeek will schedule a meeting/call to introduce John McIlvried to the Leelanau School leadership time as part of the presidents' transition.

John McIlvried asked if it was possible to improve the lighting in the Town Hall by making it brighter for sports play. Pam Laureto said since the Town Hall is also used for weddings and other events, its lighting needs to be dimmable and the Township does not want to change out the light fixtures themselves. It was agreed to look for dimmable LED light bulbs for the existing fixtures; with the cost for making this change coming from the 2022 Park & Rec budget. Pam Laureto will follow up on this.

PARB Meeting Schedule for 2023

The PARB decided that beginning in January, it would schedule its regular meetings for the second Thursday of the month, at 1:00 pm in January, March, May, June*, July, September, and November. *The June date is tentative and the PARB will only meet then if necessary (eg. for tournament planning, etc.).

The dates for 2023 are: January 12, March 9, May 11, June 8, July 13, September 14, and November 9.

Adjournment

The meeting was adjourned at 3:00 pm.

Respectfully submitted,

Kim Vok, Secretary