

**Glen Arbor Township Board and
Glen Arbor Parks & Recreation Board**

Joint Meeting Minutes - Thursday, June 2, 2022 - APPROVED, June 29, 2022

Call to Order

This special joint meeting of the Glen Arbor Township Board and the Glen Arbor Parks & Recreation Board was called to order at 10 am in the GA Townhall by Ron Calsbeek, president, of the GA Parks and Recreation Board.

Introductions

Attending for the Township Board were: Pam Laureto, Clerk, Don Lewis, Treasurer, and Bob Hawley, trustee. Attending for the Parks & Recreations Board were: Ron Calsbeek, Kim Volk and Annabel Moore. In addition, Mark Robinson of Johnson Hill Land Ethics Studio also attended. The absent members of the township and parks and rec boards include: Tom Laureto, John Pepler, John McIlvried and Rick Schanhals.

Pledge of Allegiance

Everyone in attendance stood and said the Pledge of Allegiance.

Public Comments

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

Development of Master Plan for Parks & Recreation

Kim Volk made some introductory comments about the development of a new 5-Year or Master plan for parks and recreation. The Township Board approved a recommendation from the Parks & Rec Board to hire Johnston Hill to help it develop a new master plan, subject to a contract being executed between the firm and the township supervisor. It is expected the contract will be approved at the next Township Board meeting on June 21. .

Ron turned the meeting over to Mark Robinson who thanked the group for the opportunity and made some general comments about the nature and scope of this project. He shared that he believes projects like this should have two processes working simultaneously - the first, is an internal process which should answer the question of what Glen Arbor wants from its parks and recreation system. The second process is more formulaic and is needed to respond to the State's desire that communities have and update a master parks and recreation plan every five year. Doing so often leads to grant money from the State of Michigan to enhance parks. The points at where these two processes coincide is key: *what objectives satisfy the community, what objectives win state approvals, what is the township's financial capacity to request and receive matching grants and/or to fund the community's desires for parks and recreation programs and facilities.* Ultimately, the master plan needs to be very realistic about what the township can and will spend.

Discussion then ensued about a number of inputs for the plan's development:

- 1) Park Inventory - In addition to the Township Park, Glen Arbor also owns a small piece of property on the Crystal River, another small piece of property on Little Glen Lake near the narrows and across from the Marina, the Boat Launch at the end of Lake Street, and approximately 40 acres on Miller Hill near Palmer Woods.

Other property should also be inventoried in the master plan, the Townhall and its property/parking, the new facilities at the Glen Lake School, facilities at the Leelanau School, Old Settlers, as well as other private or public parks/recreation facilities in the area. In addition the new plan should also note the impact the Sleeping Bear National Park has on Glen Arbor Township and its parks/recreation facilities.

- 2) Census and Community-Related Data - The last plan relied on the 2010 census data so this part of the plan can rely on new data from the 2020 census.
- 3) Community Input - The group agreed with Johnson-Hill's recommendations to gather public input through meetings, surveys, stakeholder groups and key individuals. Ideally, we will hold an initial public meeting this summer to gather public input prior to developing any specific recommendations; a follow-up public meeting will be held to share what we heard and initial recommendations for more feedback, and then finally, a public hearing will be held before the Township Board votes on any recommendations. In addition, we will conduct surveys (both paper and electronic) as well as possible focus group interviews with key stakeholder groups or individuals.

The remaining parts of the plan will include the exploration and development of action plans, cost estimates for proposed actions, a draft plan, and review, refinement of the plan as well as its submission to the State. The need for the plan to address ongoing maintenance at both the Township Park as well as other parks and rec or township properties was also discussed.

Timeline

It is anticipated that a new master plan for parks and recreation will be developed by the end of this year (December 2022) so that the Township Board could approve it in January and it could be submitted to the State in February so as to be eligible for grant consideration in 2023. However, members of both boards expressed a preference for making sure the plan is developed well and with the necessary inputs than it is to meet any deadline.

Next Steps

Kim Volk will serve as the point of contact on the plan's development for the Parks & Rec Board. Pam Laureto will serve as the point of contact for the Township Board. The Township Board meets on the third Tuesday of each month at 7:30pm; the Parks & Rec Board meets on the third Thursday of every other month at 1:00 pm. Special park board meetings will be called as necessary to ensure the work on the plan moves forward.

Respectfully submitted:

Kim Volk, Secretary