

**Glen Arbor Township
PARK & RECREATION BOARD MEETING
Thursday, January 11, 2024
Township Meeting Room**

MEETING MINUTES - Final, Approved March 14, 2024

Call to Order

The meeting of the Glen Arbor Township's Park & Recreation Board (PARB) was called to order at 1:00 pm by Kim Volk, Secretary. The following PARB members were present: Kim Volk, Annabel Moore, Susan Betzig, and Bob Merritt. Pam Laureto, Township Clerk, was also present. John McIlvried, PARB President, was absent due to a family funeral.

Approval of Agenda

A motion was made and seconded to approve the agenda as presented. *Motion carried.*

Pledge of Allegiance

All in attendance stood and recited the Pledge of Allegiance to the United States of America.

Public Comment

No public members were in attendance and no public comments were received in advance of the meeting.

Approval of Previous Meeting Minutes

A motion was made and seconded to approve the minutes of the November 16, 2023 meeting as presented. *Motion carried.*

President's Report

Since John McIlvried was absent, no report was given.

Clerk's Report & Budget Discussion

Pam Laureto reviewed the PARB 2023-34 budget and expenses to date with the Board. During the review, the following items were noted as possibly not being needed in 2024/25: \$116 for the porta potty at the Leelanau School's tennis courts; the approximately \$16k Henco expense to resurface the basketball and pickleball courts; and the \$3,300 for Superior Groundcover at the playground. The Board agreed to ask Ron Calsbeek to check with tennis players to see if anyone is still using the Leelanau School Tennis Courts; if not, we can eliminate the porta potty expense. The Board agreed to keep some money in the budget for ground cover but did not believe it would need to replace the playground ground cover in the coming year so this would be significantly less than what was budgeted in 2023/24.

Pam Laureto also explained that approximately \$15K will be transferred from the PARB budget to the Township's general budget to cover the new lighting to be installed in the gym in March. Pam reported that work on the lighting has been ongoing monthly over the course of the past year. The supervisor visited lighting houses, identified the products that the township wants to use and is in the process of receiving bids from electricians who are able to install the new lights.

The Board agreed to include \$3,000 in the budget for permanent pickleball sign rules and \$500 for Recreation Supplies. Pam Laureto will work with PARB Treasurer, Annabel Moore, to get the correct code and to finalize a proposed budget to recommend to the Township Board. The PARB also agreed to leave the consulting/engineering budget the same for the coming year (\$5,000) as it would like to see the work recommended by Johnson Hill in the Township's Sparks Grant application go forward in 2024.

Since the Board is not scheduled to meet again until March, it authorized the PARB Treasurer to work with the Clerk to finalize a budget recommendation to the Township Board with the modifications noted above.

Clerk's Report/QR Code

Pam Laureto reported that the QR code used in the park garnered two donations this year. The QR code at the boat launch was more effective. The Township Board decided to continue the use of the QR codes in both the park/boat launch for another full year (May 1-October 31), although they are not available for use this winter. Kim Volk asked if they could be used to allow attendees to pay in advance for Township sponsored Recreation events, and Pam thought this would be possible in future years, provided there were going to be enough events in the winter months to justify the administration costs charged by the bank.

Clerk's Report/Millage

In 2018 the then Park Commission won voter support to enact a millage to cover the cost for renovating the township park, which it estimated would cost \$700k. The millage raised \$655,900 and went into effect on May 1, 2018; it will run through November 2024 and close completely on March 31, 2025. The actual cost of the park renovation was \$1million and the overage was paid for by the Township from its reserves. The PARB asked for a report on the millage as none of the directors were on the park board when the millage was approved and thought it important that they understand what had been approved and when the millage is due to expire.

Five-year Plan Priorities/Recreation

Kim Volk informed the Board that the Recreation Committee will hold another community potluck on Thursday, May 30 at the Town Hall Gym. Members of the Recreation Committee are not able to plan a winter dance or game night but they have reached out to members of the community that volunteered to work on these things at last May's potluck. It looks like there is some interest from the community in planning a dance for March/April but to date, no one has offered to plan a game night. The Recreation Committee noted that The Mill is hosting game nights on Fridays this winter, there is trivia at Cherry Republic on Sundays, and that GA Wines holds euchre nights on Wednesdays, so it did not feel the need for the Township to run game nights too.

Five-year Plan Priorities/Operation & Maintenance

Susan Betzig had contacted Johnson Hill, the landscape management firm that worked with the Township and PARB to apply for Sparks Grants in 2022/23, for funding some work in the park. Our Sparks Grants applications were not successful but the work on the old tennis courts still needs to be done. Susan shared the Sparks Grant application packets with members of the PARB prior to the meeting for their review.

After discussion, the PARB unanimously agreed to recommend to the Township Board that it move forward with the proposal developed in December 2022 by Johnson Hill to complete the following:

1. Completely reconstruct the two tennis courts
2. Remove existing fencing and add new 10 foot high fencing around courts
3. Extend court surface to accommodate the overlay of four new pickleball courts
4. Add a short sidewalk connection to complete accessible routes to the courts
5. Enhance the area with native plantings.

The Sparks Grant application indicated the cost for this work would be approximately \$350K; the PARB believes it will likely be \$400K-\$450K now, given likely cost increases and the thought that the courts might have to be enlarged slightly over the original drawings/proposal indicate in order to have adequate space for legal pickleball play.

The PARB does not believe the millage should be renewed, rather it thinks this work could be funded from Township reserves. The Township might also apply for a DNR Grant (50% match) and/or solicit private donations. The tennis courts in question are 33 years-old and are aged beyond manageable repair limits. In addition, the work envisioned also provides for pickleball play when the courts are not being used for tennis.

Five-year Plan Priorities/Collaboration

The PARB discussed whether it made sense for the PARB to continue as a board or whether more of an ad hoc committee type of support might be warranted in the future. As it stands now, the PARB is only advisory to the Township, yet it needs to follow all of the State's formal rules for meetings, minutes, etc. This adds a level of bureaucracy and work that doesn't seem necessary in maintaining the park, particularly now that the Township has maintenance staff. All PARB members are willing to continue but if the Township was interested in moving to another form of support, e.g., similar to how the Cemetery group is now working, it might make sense and the Township might consider it. The PARB did not take any action in this regard because it did not want to do so without John McIlvried's input. It will discuss this further at the next PARB meeting on March 14.

Adjournment

The meeting was adjourned at 2:40pm.

**Respectfully submitted,
Kim E. Volk, Secretary**