



Recreation Advisory Board
MEETING AGENDA
March 15, 2016, at 6:00 p.m.

Members:

Karen Moore, Chairperson
Randy Kleiman, Vice Chairperson
Joe Kaplan, Board Member
Valerie Norman, Board Member
Maggie Murphy-Pomeroy, Board Member

Kim Peterson, Recreation Director
Brooks Bougie, Recreation Assistant
James V. O'Toole, City Manager
Ralph Blasier, Council Liaison

Meeting Location: City Hall, Council Room, 410 Ludington Street, Escanaba, MI 49829
Recreation Advisory Board

Tuesday, March 15, 2016; 6:00 p.m.

CALL TO ORDER
ANNOUNCEMENTS
ROLL CALL
APPROVAL/CORRECTION(S) TO MINUTES - Regular Meeting – February 9, 2016
APPROVAL/ADJUSTMENTS TO THE AGENDA
CONFLICT OF INTEREST DECLARATION
UNFINISHED BUSINESS

1. **Non-Motorized Transportation Plan and Investment Strategy.**
Explanation: Administration will give an update on moving forward with the Non-Motorized Transportation Plan and Investment Strategy.
2. **Five-Year Recreation Plan.**
Explanation: Administration will discuss updating the Five-Year Recreation Plan. CUPPAD is currently working on a regional recreation plan.

PUBLIC HEARINGS

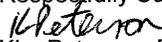
1. **Michigan Department of Natural Resources Recreation Passport Grant and Michigan Natural Resources Trust Fund Grant.**
Explanation: Administration and the Recreation Advisory Board will receive citizen comment on the proposed Recreation Passport Grant and a Michigan Natural Resources Trust Fund Grant. The proposed project is for the Escanaba Marketplace Play and Park Structure at a cost of \$86,000.
2. **Budget for Fiscal year 2016-17.**
Explanation: Discussion will take place on the upcoming budget for Fiscal Year 2016-17.

NEW BUSINESS

1. **Project Updates:**
 - a. Civic Center Usage Update/Program and Activity Update.
 - b. Various.

MISCELLANEOUS
GENERAL PUBLIC COMMENT
ADJOURNMENT

The City of Escanaba will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Escanaba. Individuals with disabilities requiring auxiliary aids or services should contact the City of Escanaba by writing or calling at (906) 786-9402.

Respectfully Submitted

Kim Peterson, Recreation Director

ESCANABA RECREATION ADVISORY BOARD
Meeting Minutes
Tuesday, February 9, 2016

The Escanaba Recreation Advisory Board met in regular session on Tuesday, February 9, 2016. Meeting was called to order at 6:25 p.m. in the Council Chambers of City Hall.

BOARDMEMBERS PRESENT: Chairperson Karen Moore; Boardmembers Joe Kaplan and Valarie Norman

BOARDMEMBERS ABSENT: Boardmember Maggie Murphy-Pomeroy, Vice Chairperson Randy Kleiman, City Council Liaison Ralph Blasier

OTHERS PRESENT: Kim Peterson, Recreation Director
Brooks Bougie, Recreation Office Assistant

PUBLIC PRESENT: None

Approval/Correction of the December 8, 2015, Regular Meeting Minutes

Approval tabled until next meeting in February, due to two new boardmembers appointed to the board.

Adjustments to the Agenda

None

Conflict of Interest Declarations

None

UNFINISHED BUSINESS

1. Non-Motorized Transportation Plan and Investment Strategy.

Recreation Director Peterson announced that there will be a public kick-off meeting for the Delta County Non-Motorized Pathway Master Plan on Thursday, February 18th from 12:00-1:00 pm at the Delta County Service Center; flyers have been distributed. Boardmember Moore announced that there is also a meeting on March 1st held by MDOT on the State of Michigan bridge project for 2017. Recreation Director Peterson discussed the options for connecting the Wells Township and the Escanaba Non-Motorized Pathways via Sheridan Road, the viaduct, etc.

2. Election of Chairperson

Recreation Director Peterson stated that a new Chairperson must be elected due to the recent resignation of Chairperson Jonathan Harris. The board elected Boardmember Karen Moore to the position of Chairperson on the Recreation Advisory Board Committee.

Motioned by Boardmember Joe Kaplan; seconded by Boardmember Valarie Norman. Motion was approved unanimously.

PUBLIC HEARING

None

NEW BUSINESS

1. Recreational Program Fees.

Recreation Director Peterson stated that the recreational program fees have remained the same for the past eight years. She stated that the programs are not designed to make large profits. She further reviewed the current fees throughout the recreational programs; and that the fees will be reviewed on a yearly basis but will remain the same for this year; the fees can be changed at any time with City Council approval.

2. Centralized Ice Rink.

Recreation Director Peterson stated that there has been discussion about having one centralized ice rink located behind the Civic Center, instead of maintaining the two the City currently has at Royce and Webster. She mentioned that there have been a couple citizens inquiring about bringing back the ice rink at 4th Avenue South and Ogden Avenue. The numbers have been fluctuating due to the mild winter and the weather; and have been declining in the past few years. Discussion took place on options of upkeep and maintenance of the current rinks compared to the proposed centralized ice rink. As of right now the City has one union employee that takes care of both rinks throughout the season. The Civic Center facility has the staff, space and equipment to support an ice rink. Discussion was brought up on options for maintenance and upkeep of the rinks going forward. Financially wise it would be much more feasible for the City to maintain one centralized ice rink put into place. The proposal was made to table the discussion of the future of the ice rinks to the agenda for next month's meeting. A report will be compiled comparing previous years of use at the ice rinks and length of time utilized.

3. Activities and Events.

Recreation Director Peterson discussed various options for new activities and events in the City throughout the year, i.e. hockey tournaments, pickle ball tournaments, volleyball tournaments, bocce ball etc.

Discussion was brought up about creating a new skateboard park for the kids to deter them from skating on public and private property around the City. Chairperson Moore mentioned that she has noticed several occasions where property is being destroyed from kids' skateboards on the properties.

Recreation Director Peterson discussed the current rentals that Mish Watersports provides at the beach and harbor such as kayaks and water boards; the marina also has the yellow bike rental for the citizens.

The discussion of a splash park was brought up and Recreation Director Peterson stated that it was placed in the Capital Improvement Plan this year. She stated that there has been discussion of building a dog park within the City limits for citizens to bring their dogs to run and exercise, she stated that discussions are ongoing at the time. Director Peterson also touched on the activities for the two Rock the Dock events to be held this year.

Chairperson Moore asked about any updates that could be made to the gazebo in regards to possibly building another covered area in the vicinity of the gazebo for the citizens that rent it for weddings and such so they have somewhere to go that is not so far away from the gazebo. This will be discussed at the upcoming Five-Year Capital Improvement Plan meetings with administration.

4. Project Updates.

A) West Side Cross Country Ski Trail Update.

Recreation Director Peterson stated that the ski trail hasn't been fully groomed due to lack of snow and mild weather this winter; the City is currently grooming the trails with ski tracks. There is a temporary parking lot on top of the ski hill that access loops two and three, also the snow shoe trail. The City currently has three qualified volunteers that are helping with the trails.

B) West Side Snow Shoeing Trail Update.

Recreation Director Peterson touched on the snow shoe trail; it is currently being groomed and maintained and is open to the public. It is not a through trail and you must turn around as there is a section not yet completed. The snow shoe program through public health has been a big hit this year and years past.

C) Civic Center Usage Update/ Program and Activity Update.

Recreation Director Peterson handed out January's Civic Center Activity Report for review. She stated the Recreation Department is currently working on preparing for the upcoming summer programs that are currently in place.

D) Various.

None

ANNOUNCEMENTS

Karen Moore appointed Chairperson of the Recreation Advisory Board.

MISCELLANEOUS

None

GENERAL PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Chairperson Moore, seconded by Boardmember Kaplan, to adjourn the meeting with the time being 7:29 p.m. Motion was approved unanimously.

Respectfully submitted,

Kim Peterson
Recreation Director

Karen Moore, Chairperson

Date

MEMORANDUM

March 10, 2016

TO: James V. O'Toole, City Manager
Robert Richards, City Clerk

FROM: Kim Peterson, Recreation Director
Ed Legault, DDA Director

SUBJECT: City Council Meeting Agenda for Thursday, March 17, 2016

APPROVAL AND SUPPORT OF A RESOLUTION ENDORSING AN APPLICATION TO THE MICHIGAN NATURAL RESOURCES TRUST FUND

Administration is seeking City Council approval of a resolution endorsing submission of an application to the Michigan Natural Resources Trust Fund seeking funding in the amount of \$64,500 for development of a new Escanaba Marketplace Play and Park Structure. This new development will coincide with the construction of a new Escanaba Marketplace to be located at Ludington Street and South 15th Street.

RESOLUTION OF SUPPORT ENDORSING THE CITY OF ESCANABA'S APPLICATION TO THE MICHIGAN NATURAL RESOURCES TRUST FUND GRANT

WHEREAS, the City of Escanaba supports the submission of an application titled, "Escanaba Marketplace Play and Park Structure" to the Michigan Natural Resources Trust Fund Grant Program for development of a new play and park structure in the amount of \$64,500 (75% of the total project of \$86,000) to coincide with the new \$1.3 million Escanaba Marketplace new construction project; and

WHEREAS, the proposed application is supported by the Community's Five-Year Recreation Plan, City of Escanaba Master Plan and the Five-Year Capital Improvement Plan; and

WHEREAS, the City of Escanaba and/or the Downtown Development Authority has made a financial commitment to the Escanaba Marketplace Play and Park Structure development project in the amount of \$21,500 for the Michigan Natural Resources Trust Fund Grant and \$1.3 million to the new construction of the Escanaba Marketplace; and

WHEREAS, The City of Escanaba and the Downtown Development Authority are committed to improving the need for additional neighborhood parks which are seen as a valuable asset for use and enjoyment by residents, tourists and visitors; and

WHEREAS, the City of Escanaba agrees to maintain satisfactory financial accounts, documents and records to make them available for auditing; and

WHEREAS, the City of Escanaba agrees to construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of the grant agreement; and

WHEREAS, the development of a new Escanaba Marketplace Play and Park Structure will be located at Ludington Street and South 15th Street; and is centrally located within the City boundary; and

WHEREAS, the City of Escanaba strongly supports the submission of a Michigan Natural Resources Trust Fund Grant application and the project in its entirety; and

NOW THEREFORE, BE IT RESOLVED, that the City of Escanaba hereby authorizes submission of a Michigan Natural Resources Trust Fund Grant application for \$64,500, and further resolves to make available a local match through financial commitment and donation of \$21,500 for the development of a new Escanaba Marketplace Play and Park Structure and \$1.3 million for the Escanaba Marketplace new construction during the 2016-17 fiscal year.

AYES:

NAYS:

I, hereby certify, that the foregoing is a Resolution duly made and passed by the Escanaba City Council on March 16, 2016, at their regularly scheduled meeting held at 7:00 p.m. at the City of Escanaba City Hall Council Chambers located at 410 Ludington Street, Escanaba, MI 49829, with said quorum present.

Robert S. Richards, CMC, City Clerk

Date

NOTICE OF PUBLIC HEARINGS

**FOR MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT AND
MICHIGAN NATURAL RESOURCES TRUST FUND GRANT**

The Escanaba Recreation Advisory Board will hold a public hearing on **Tuesday, March 15, 2016, at 6:00 p.m.** in the Council Chambers of City Hall, 410 Ludington Street, Escanaba, MI. The purpose of the public hearing is to receive citizen comment on a proposed Michigan Department of Natural Resources Grant under the Recreation Passport Grant Program and/or a Michigan Natural Resources Trust Fund Grant. The grant project proposal is for the following:

Escanaba Marketplace Play and Park Structure

The public hearing is in accordance with the requirements of the Michigan Department of Natural Resources Recreation Passport Grant and/or the Michigan Natural Resources Trust Fund Grant.

Citizen comments on the project proposals are welcome and encouraged.

Robert S. Richards, CMC
City Clerk

MEMORANDUM

March 10, 2016

TO: James V. O'Toole, City Manager
Robert Richards, City Clerk

FROM: Kim Peterson, Recreation Director *KP*
Ed Legault, DDA Director

SUBJECT: City Council Meeting Agenda for Thursday, March 17, 2016

APPROVAL AND SUPPORT OF A RESOLUTION ENDORSING AN APPLICATION TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT

Administration is seeking City Council approval of a resolution endorsing submission of an application to the Michigan Department of Natural Resources Recreation Passport Grant seeking funding in the amount of \$45,000 for development of a new Escanaba Marketplace Play and Park Structure. This new development will coincide with the construction of a new Escanaba Marketplace to be located at Ludington Street and South 15th Street.

RESOLUTION OF SUPPORT ENDORSING THE CITY OF ESCANABA'S APPLICATION TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT

WHEREAS, the City of Escanaba supports the submission of an application titled, "Escanaba Marketplace Play and Park Structure" to the Recreation Passport Grant Program for development of a new play and park structure in the amount of \$45,000 (maximum allowed) to coincide with the new \$1.3 million Escanaba Marketplace new construction project; and

WHEREAS, the proposed application is supported by the Community's Five-Year Recreation Plan, City of Escanaba Master Plan and the Five-Year Capital Improvement Plan; and

WHEREAS, the City of Escanaba and/or the Downtown Development Authority has made a financial commitment to the Escanaba Marketplace Play and Park Structure development project in the amount of \$41,000 for the Michigan Department of Natural Resources Recreation Passport Grant and \$1.3 million to the new construction of the Escanaba Marketplace; and

WHEREAS, The City of Escanaba and the Downtown Development Authority are committed to improving the need for additional neighborhood parks which are seen as a valuable asset for use and enjoyment by residents, tourists and visitors; and

WHEREAS, the City of Escanaba agrees to maintain satisfactory financial accounts, documents and records to make them available for auditing; and

WHEREAS, the City of Escanaba agrees to construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of the grant agreement; and

WHEREAS, the development of a new Escanaba Marketplace Play and Park Structure will be located at Ludington Street and South 15th Street; and is centrally located within the City boundary; and

WHEREAS, the City of Escanaba strongly supports the submission of the Recreation Passport Grant application and the project in its entirety; and

NOW THEREFORE, BE IT RESOLVED, that the City of Escanaba hereby authorizes submission of a Recreation Passport Grant Program application for \$45,000, and further resolves to make available a local match through financial commitment and donation of \$41,000 for the development of a new Escanaba Marketplace Play and Park Structure and \$1.3 million for the Escanaba Marketplace new construction during the 2016-17 fiscal year.

AYES:

NAYS:

I, hereby certify, that the foregoing is a Resolution duly made and passed by the Escanaba City Council on March 16, 2016, at their regularly scheduled meeting held at 7:00 p.m. at the City of Escanaba City Hall Council Chambers located at 410 Ludington Street, Escanaba, MI 49829, with said quorum present.

Robert S. Richards, CMC, City Clerk

Date

NOTICE OF PUBLIC HEARINGS

FOR MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT AND MICHIGAN NATURAL RESOURCES TRUST FUND GRANT

The Escanaba Recreation Advisory Board will hold a public hearing on **Tuesday, March 15, 2016, at 6:00 p.m.** in the Council Chambers of City Hall, 410 Ludington Street, Escanaba, MI. The purpose of the public hearing is to receive citizen comment on a proposed Michigan Department of Natural Resources Grant under the Recreation Passport Grant Program and/or a Michigan Natural Resources Trust Fund Grant. The grant project proposal is for the following:

Escanaba Marketplace Play and Park Structure

The public hearing is in accordance with the requirements of the Michigan Department of Natural Resources Recreation Passport Grant and/or the Michigan Natural Resources Trust Fund Grant.

Citizen comments on the project proposals are welcome and encouraged.

Robert S. Richards, CMC
City Clerk