

NOTICE OF MEETING

A Regular Meeting of the Leelanau County Parks and Recreation Commission will be held at 3:15 p.m., Wednesday, January 10, 2024 in the Leelanau County Government Center – 1st floor.

<https://www.leelanau.gov/meetingdetails.asp?MAId=2475>

*(Proceedings of the meeting are being recorded and are not the official record of the meeting.
The formally approved/accepted written copy of the minutes will be the official record of the meeting.)
(Please silence cellular/electronic devices)*

DRAFT AGENDA

CALL TO ORDER & PLEDGE OF ALLEGIANCE

ROLL CALL- Welcome new member Keith Beduhn

APPROVAL OF AGENDA

CONFLICT OF INTEREST

ANNUAL ORGANIZATION ITEMS

1. Election of officers
Chairman
Vice-Chairman
Secretary
2. Approval of 2024 Meeting Schedule [pg. 2](#)
3. 2024 Parks Commissioner Standing Committee Appointments [pg.3](#)
4. Parks Bylaws Review/Discussion [pgs. 4-10](#)
5. 2024 Goals

Members

John Arens
Steve Christensen
Don Frerichs
Charles Godbout
Melinda Lautner
Casey Noonan
John Popa
Kama Ross
F. Jon Walter
Keith Beduhn

PUBLIC COMMENTS

STAFF COMMENTS

CONSIDERATION OF DECEMBER 14, 2023 MYLES KIMMERLY PARK COMMITTEE MEETING MINUTES [pgs 11-15](#)

UNFINISHED BUSINESS

County and Regional Parks (excerpt) Act 261 of 1965 [pg.16](#)

DISCUSSION/ACTION ITEMS

1. Update - Community Parks & Recreation Plan

REPORTS AND RECOMMENDATIONS

1. Myles Kimmberly Park Committee
2. Old Settlers Park Committee
3. Veronica Valley Park Committee

PUBLIC COMMENT

STAFF COMMENTS

COMMISSIONER & CHAIRPERSON COMMENTS

ADJOURN

PROPOSED

**Leelanau County Parks and Recreation Commission
2024 Parks & Recreation Regular Session Meeting Schedule**

(All meetings to be held on the first Wednesday of the month at the Leelanau County Government Center, unless otherwise noted; Special Sessions will be called as necessary)

February 7, 2023	3:15 p.m.	Commissioners Meeting Room
March 6, 2023	3:15 p.m.	Commissioners Meeting Room
April 3, 2023	3:15 p.m.	Commissioners Meeting Room
May 1, 2023	3:15 p.m.	Commissioners Meeting Room
June 5, 2023	3:15 p.m.	Commissioners Meeting Room
<u>Executive Committee –</u> June 5, 2023	3:30 p.m., or <i>immediately following the Regular Session, whichever is later</i>	Commissioners Meeting Room
<i>No meeting in July</i>		
August 7, 2023	3:15 p.m.	Commissioners Meeting Room
September 4, 2023	3:15 p.m.	Commissioners Meeting Room
October 2, 2023	3:15 p.m.	Commissioners Meeting Room
November 6, 2023	3:15 p.m.	Commissioners Meeting Room
December 4, 2023	3:15 p.m.	Commissioner Meeting Room
<u>Organizational Session</u> – January 8, 2024	3:15 p.m.	Commissioners Meeting Room

Leelanau County will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities upon twenty-four (24) hours' notice to Leelanau County. Individuals with disabilities requiring auxiliary aids or services should contact the Leelanau County Clerk by calling as follows:

Michelle L. Crocker
Leelanau County Clerk
Telephone: 231/256-9824

FY 2023 Parks Commission Contact List – Approved 1/4/2023

<p>Dave Barrons 9938 E. Valley Hills Dr. Traverse City, MI 49684 231-590-2295 davebarrons@gmail.com</p>	<p>Casey Noonan 4480 W. Empire Hwy. Empire, MI 49630 231-342-9939 Noonanc8@gmail.com</p>
<p>Steve Christensen <i>Drain Commissioner</i> schristensen@leelanau.gov 231-256-8263</p>	<p>John Popa <i>Road Commission Representative</i> 231-947-1088 jjpopa@charter.net</p>
<p>Donald Frerichs 569 S. Shore Dr. Northport, MI 49670 231-386-5120 donfrerichs@gmail.com</p>	<p>Kama Ross <i>County Commissioner</i> kross@leelanau.gov 231-920-4055</p>
<p>Charles Godbout 11060 S. Benzonia Tr. Empire, MI 49630 231-729-0781 chas.godbout@gmail.com</p>	<p>John Arens 4622 Ski View Farms Circle Cedar, MI 49621 231-649-5741 john@coffeeguys.com</p>
<p>Melinda Lautner <i>County Commissioner</i> mlautner@leelanau.gov 231-947-2509</p>	<p>F. Jon Walter 470 S. Donnybrook Rd. Suttons Bay, MI 49682 231-409-0291 fjonwalter@gmail.com</p>

Current Committee Assignments:

Myles Kimmerly Park – Don Frerichs (C), John Arens, Steve Christensen, Kama Ross

Old Settlers Park – Melinda Lautner (C), Steve Christensen, Charles Godbout, Casey Noonan

Veronica Valley Park – Dave Barrons (C), Steve Christensen, John Popa, Jon Walter

A quorum is needed for every session. A quorum consists of 50% of the group plus one. This is for any meeting. If you are unable to attend, please let your Committee/Commission Chairman know immediately.

- Committee quorum – 3
- Full Commission quorum – 6

PROPOSED
LEELANAU COUNTY
PARKS & RECREATION COMMISSION
BYLAWS

ARTICLE I: AREA SERVED

The area served by the County Parks & Recreation Commission shall be the entire County of Leelanau, State of Michigan.

ARTICLE II: PURPOSE, RELATIONSHIP TO COUNTY BOARD OF COMMISSIONERS, AND DUTIES

Section 2.1 – Purpose:

The Commission shall participate in drafting plans for the County that may be used to encourage a coordinated and harmonious development of the County Parks. The Commission shall take oversight responsibility for making recommendations to the County Board of Commissioners in matters concerning parks and recreation.

Section 2.2 – Relationship to County Board of Commissioners:

The Parks & Recreation Commission reports directly to the County Board of Commissioners and shall cooperate with the Board of Commissioners, the respective county departments, and private and public agencies in meeting the recreation needs of Leelanau County. The Board of Commissioners' Office will assist the Parks and Recreation as follows:

1. The Parks and Recreation Commission Chairperson or any of the Committee Chairpersons will contact the Planning and Community Development Office Administrator's Office to schedule a meeting for the full Commission or one of the Committees on its behalf. The Planning and Community Development Office Administrator's Office will then:
 - a. Work as a liaison with the County Clerk's Office and the Commission to tentatively schedule a meeting place, date and time
 - b. Arrange for County staff to act as a recording secretary and record and take minutes for the Commission
 - c. Work as a liaison with the Commission to prepare a notice and agenda for the meeting and arrange for public posting with the County Clerk's Office
 - d. Prepare any needed documentation for meetings
 - e. Once draft minutes have been prepared, distribute to all Commission members, the County Board of Commissioners and post on the County's website

Section 2.3 – Duties:

- a) To participate in the development, implementation, and updating of the Leelanau County Master Parks & Recreation Plan.

- b) To determine whether the parks are serving their intended purpose.
- c) To acquire property in the name of the County-gifts, bequests, grants-in-aid contributions and appropriations of money and other personal property (subject to the procedure established for inspection and acceptance of property) – for conservation purpose.
- d) To make Park Rules subject to the approval of the County Board of Commissioners.
- e) To consult with the appropriate municipalities and agencies.
- f) To use advice and information from other government officials and organizations.
- g) To advise and/or to make available advice and information regarding parks and recreation to other governmental agencies.
- h) To promote understanding of and interest in the basic General Plan and the Leelanau County Master Parks & Recreation Plan.
- i) To review and comment on all matters or proposals regarding the County Parks.
- j) To initiate, review or make recommendations upon public improvement proposals referred from public agencies.

ARTICLE III: MEMBERSHIP AND REPRESENTATION

Section 3.1 – Membership:

The Parks & Recreation Commission shall consist of ten (10) members. Included in the membership will be the Chairperson of the County Road Commission or another Road Commissioner designated by the Board of County Road Commissioners; the County Drain Commissioner; the chairperson of the County Planning Commission or another member of the County Planning Commission designated by the County Planning Commission, and seven (7) members appointed by the County Board of Commissioners, not less than one (1) and not more than three (3) of whom shall be members of the Board of Commissioners. If the Planning Commission appointee is a County Commissioner, then no more than two additional Commissioners shall be appointed. If the Commissioner appointee is no longer in office, his/her position shall automatically be vacated and a new member appointed by the Board of Commissioners.

Section 3.2 – Removal:

Members may be removed by the County Board of Commissioners for non-performance of duty or misconduct within the Board of Commissioners' discretion, unless contrary to state statute. Such person shall be afforded an opportunity to respond to such allegations prior the Board of Commissioners taking such action.

Section 3.3 – Term:

Each appointed member shall be appointed to a term of three (3) years and until his or her successor is appointed and qualified. Each term shall expire at noon on January 1st. A vacancy shall be filled by the County Board of Commissioners for the unexpired term.

Section 3.4 – Attendance:

Should any member of the Parks & Recreation Commission miss three (3) consecutive regular meetings, continued membership will be evaluated at the next Commission meeting. Lack of regular meeting attendance will be cause for replacement of a Commission member unless a particular position is required to be on the Board and cannot be replaced per MCL 46.351.

Section 3.5 – Voting:

An affirmative vote of the quorum (as defined in Article III, Section 3.6) of the Commission member shall be required for the approval/denial of any requested action or motion placed before the Commission. Voting shall ordinarily be by voice vote, provided, however, that a roll call vote shall be required if requested by any Commission member or directed by the Chairperson. All members of the Commission including the Chairperson, shall abstain from voting if that person has a conflict of interest as recognized by the majority of the remaining members of the Commission, as outlined in Section 3.6. Any member abstaining from a vote shall not participate in the discussion of that item.

Section 3.6 – Quorum:

A quorum shall consist of six (6) members of the Commission. Approval shall be by majority vote when a quorum is present.

Section 3.7 – Conflicts Of Interest:

- A. All members of the Commission and all members of staff shall avoid situations that are conflicts of interest, and/or incompatibility of office. As used here, a conflict of interest shall at a minimum include, but not necessarily be limited to, the following:
1. Issuing, deliberating, voting on or reviewing a case concerning oneself.
 2. Issuing, deliberating, voting on or reviewing a case involving a corporation, company, partnership, or any other entity in which he/she is an owner or part owner, or any other relationship where he/she may stand to have a financial gain.
 3. Issuing, deliberating, voting on or reviewing a case that may result in a benefit to oneself.
 4. Issuing, deliberating, voting on or reviewing a case concerning members of his/her household or relatives, including, but not limited to, children, grandchildren, spouse, parents, grandparents, in-laws, etc.
 5. Issuing, deliberating, voting on or reviewing a case where an employee or employer is:
 - a. an applicant or agent for an applicant, or
 - b. has a direct interest in the outcome

~~B. The conflict of interest shall be declared by the member/staff and discussion regarding whether it is a conflict of interest may be entertained, or the member/staff may choose to abstain from voting. Members of the commission and members of staff shall declare a possible conflict of interest immediately following the agenda approval during the meeting of the commission. If it is recognized by the remaining majority of those~~

commission members present for the conduct of business that a conflict of interest exists, the member of the commission or staff will cease to participate in the issuing, deliberation, voting or review or any attempt to influence same, and they should remove themselves from the deliberating table.

- ~~B.~~ Member of the commission shall comply with the Leelanau County Conflict of Interest Policy, as adopted by the Leelanau County Board of Commissioner on September 17, 2013 in addition to the policies outlined above.

ARTICLE IV: COMMISSION MEETINGS

Section 4.1 – Scheduling, Time and Place

Regular meetings of the Commission shall be held at least quarterly, at a time and place to be designated by the Commission at its annual organizational meeting. Additional meetings may be called by the Chairperson or by two (2) members upon written request to the Chairperson provided members receive eighteen (18) hours official notice prior to the scheduled meeting. All meetings shall be open to the public and held in conformity with the “Open Meetings Act,” P.A. 267 of 1976, as amended.

Section 4.2 – Public Notice:

Within ten (10) days after the first meeting of the year, the Annual Schedule of Regular Meetings shall be prominently displayed in the public building where the meetings are to be held and shall ~~be posted on www.leelanau.gov. be published in a newspaper of general circulation in the County.~~ The Annual Schedule of Regular Meetings shall include the dates, times, and places of the meetings and the name, address and telephone number of the Commission. Within three (3) days after any change is made in the Annual Schedule of Regular Meetings, such changes shall be prominently displayed in the principal office and in the public building where the meetings are held and within ten (10) days shall be ~~posted on www.leelanau.gov. published in a newspaper of general circulation in the County.~~

Notice of Special or Rescheduled Meetings shall be prominently displayed in the principal office and in the public building where the meetings are held, at least eighteen (18) hours prior to the time of Special or Rescheduled Meeting is to be held ~~and posted on www.leelanau.gov.~~

Section 4.3 – Public Input Procedure:

Any person shall be permitted to address any “open” meeting of the Commission during the time specifically provided on the agenda. In addition, anyone may speak at the time a subject is under discussion, must direct their remarks to the Chairperson and shall confine their remarks to the subject matter being discussed.

Section 4.4 – Minutes:

Minutes shall be kept of each meeting, showing the date, time, place, members present, and members absent. All motions (who made the motion and who supported the motion, a summary of the discussion, if any, and the outcome) must be complete and precise, with any roll call votes recorded. Proposed minutes shall be available for public inspection not more than eight (8) days after the meeting to which they refer. Approved minutes shall be available for public inspection not later than five (5) business days after the meeting at which they are approved.

ARTICLE V: OFFICERS OF THE COMMISSION AND COMMITTEES

Section 5.1 – Officers of the Commission:

The officers of the Commission shall consist of a Chairperson, Vice-Chairperson, and Secretary chosen by the members, to serve for a period of one (1) year, or until successors are elected. Such officers shall be elected by a majority vote of at least a quorum of membership of the Commission present at the time of election. The Commission may create and fill such other offices or seat committees, as it may deem advisable.

ARTICLE VI: DUTIES OF THE OFFICERS

Section 6.1 – The Chairperson:

The Chairperson shall be the chief executive officer of the Commission, shall preside at all meetings of the Commission, and shall prepare the agendas with assistance from the Planning and Community Development Office ~~County Administrator's Office~~ staff for the meetings.

Section 6.2 – The Vice-Chairperson:

- a. In the event that the office of the Chairperson becomes vacant by death, resignation, or otherwise, the Vice-Chairperson shall serve as Chairperson until a new Chairperson is elected.
- b. In the event of the absence of the Chairperson or his/her inability to discharge the duties of his/her office, such duties shall, for the time being, devolve upon the Vice-Chairperson. A new chairperson shall be elected at the next regular meeting of the Commission.

Section 6.3 – The Secretary:

The Secretary shall work with the Planning and Community Development Office ~~County Administrator's Office~~ to record and transmit all minutes of all Parks & Recreation Commission meetings in accordance with these bylaws and shall be responsible for all correspondence and notices pertaining to meetings or other business of the Parks & Recreation Commission. A recording secretary will be utilized and scheduled through the Planning and Community Development Office ~~Administrator's Office~~.

Section 6.5 – Committees:

The Executive Committee is made of the Chairperson, Vice-Chairperson, and the Secretary. The only other standing committees are the Myles Kimmerly Park Committee, the Old Settlers Park Committee, and the Veronica Valley Park Steering Committee.

This Executive Committee serves as the Finance Committee, conducts Budget Preparation, and provides general oversight, including review of monthly agendas and monthly meeting minutes. Ad Hoc fact-finding committees may be appointed by the Chairperson to gather information on particular subjects affecting the Parks & Recreation Commission. These committees would be dissolved at the discretion of the Chairperson or upon completion of their assignments.

Section 6.6 – Parks Coordinator/Caretaker:

The Parks Coordinator shall be responsible for the purchase of items and/or labor for projects approved by the Parks & Recreation Commission, and then sent on to the Planning and Community Development Office ~~County Administrator~~ for approval. The Parks Coordinator will report on a monthly basis to the Parks & Recreation Commission on the status of any projects. If a situation comes up that cannot wait for the Commission to meet, the Parks Coordinator will contact the Chairperson, the Financial Coordinator, and the Planning and Community Development Office ~~County Administrator~~. The Parks Coordinator will also make sure that all contractors working at the parks that are not currently employed by the County will have

insurance in accordance with County Board policy. The Parks Coordinator is an employee of the

County whose compensation and fringe benefits are determined by the Board of Commissioners.

ARTICLE VII: COMPENSATION

Section 7.1 – Compensation:

Members of the Parks & Recreation Commission may be compensated for their services as provided by the County Board of Commissioners.

ARTICLE VIII: COMMISSION BUDGET, APPROPRIATIONS, AND PARKS AND RECREATION COORDINATOR

Section 8.1 – Commission Budget and Appropriation:

The expenditures of the Parks & Recreation Commission, exclusive of gifts and grants, shall be within the amounts appropriated by the County Board of Commissioners. The County may match County funds with federal, state, or other local government or private grants. The County Parks & Recreation Commission may accept and use gifts and grants for Parks & Recreation Commission purposes. Money so accepted shall be deposited with the County Treasurer in a special non-reverting Parks & Recreation Commission Fund for expenditure by the Parks & Recreation Commission for the purpose designated by the donor or Commission. The County Treasurer shall draw against the special non-reverting fund only upon a warrant from the County Clerk as directed by the Commission and signed by the Chairperson.

Section 8.2 – Parks and Recreation Volunteer Coordinator:

The Commission may designate a Parks and Recreation Volunteer Coordinator to oversee Parks & Recreation activities. Duties shall be set by the Commission. The Coordinator is an employee of the County whose compensation and fringe benefits shall be determined by the Board of Commissioners.

ARTICLE IX: AMENDMENTS OF BYLAWS

Section 9.1 – Amendments of Bylaws:

These bylaws, in whole or in part, may be altered, amended, added to or repealed by a majority vote of the total Commission Membership at any Regular or Special Meeting, provided that notice of the proposed alterations, amendments or repeal shall be submitted by mail or email to all members of the Commission at least five (5) days before the Regular or Special Meeting of the Commission at which they are to be considered.

ARTICLE X: PARLIAMENTARY PRACTICE

Section 10.1 – Parliamentary Practice:

For meetings of the Commission, the rules of parliamentary practice as set forth in Robert's Rules of Order, revised, shall govern in all cases in which they are not inconsistent with the standing rules and orders of the Commission and not contrary to any existing laws of the State of Michigan.

Leelanau County Parks and Recreation Commission
Myles Kimmerly Park Committee
Thursday, December 14, 2023
Leelanau County Government Center, Suttons Bay, Michigan
Tentative Minutes – Meeting Recorded
<https://www.leelanau.gov/meetingdetails.asp?MAId=2616>

Call to Order:

The meeting of the Myles Kimmerly Park Committee was called to order by Committee Chairman, Don Frerichs at 9:30 a.m.

Pledge of Allegiance:

Frerichs led the recitation of the “Pledge of Allegiance.”

Roll Call:

John Arens (*Absent*)
Steve Christensen
Don Frerichs, *Chairman*
Kama Ross

Staff Present:

Gail Myer, Interim Planning Director
W. Scott Bradley, Maintenance Worker

Approval of Agenda and Late Additions/Deletions:

Motion by Ross to approve the agenda, as presented. Seconded by Christensen.

Discussion – None.

Ayes – 3 (Christensen, Frerichs, Ross)

No – 0 Absent – 1 (Arens)

Motion Passes.

Public Comment:

Deb Allen, County Administrator, discussed the impending transition of the Parks and Recreation Commission (and its subcommittees) into the Planning Department and the potential for reorganization of these entities. Allen explained that Gail Myer, Interim Planning Director, was attending today’s meeting as a result of Laurel Evans’ imminent retirement. Allen said more information will follow.

Steve Steir, President, Leelanau County Historic Preservation Society (LCHPS) spoke about LCHPS’s 25-year lease of the Poor Farm Barn and the surrounding two acres located on the north side of Burdickville Road. The lease states that, “Lessee shall rehabilitate and maintain historical structures on the premises and shall collaborate with the Parks and Recreation Commission to ensure the same are incorporated in the Leelanau County park system.”

Further the original 2020-2024 Gosling-Czubeck Master Plan States, Goal #3 on page 66, “utilize recreational facilities and amenities on the North Parcel”; Bullet Point 4, “Improve partnership with LCHPS for the historic Poor Farm restoration”; and Proposed Action, Item F, “Work closely with LCHPS to develop site master and facility use plans.” Stier said that LCHPS was disappointed that the study and discussion and park tour for the (conceptual) or updated

Master Plan did not include anything regarding the Poor Farm Barn and property, nor any part of the park on the north side of Burdickville Road. He said LCHPS has been trying for the last couple of years to “collaborate with the Parks and Recreation Commission to ensure the same are incorporated into the Leelanau County park system,” as required in the lease. Stier strongly encouraged the Myles Kimmerly Park Committee (MKP) and the Leelanau County Parks and Recreation Commission to ensure that the area of the park on the north side of Burdickville Road that encompasses the Poor Farm Barn becomes a recognized asset to the park system in the future.

Action Items –

1. Approval of Minutes – May 17, 2023:

Discussion – Frerichs requested a correction to page 2, second paragraph under “Tour of Myles Kimmerly Park” with his revision to read, “While considering the use of the northwest area of the park *on the south side of Burdickville Road* (added) to install pickleball courts, ...”

Motion by Ross to approve the minutes of May 17, 2023, as amended. Seconded by Frerichs.

Ayes – 3 (Christensen, Frerichs, Ross)

No – 0 Absent – 1 (Arens)

Motion Passes.

Approval of Minutes – October 17, 2023:

Motion by Ross to approve the minutes of October 17, 2023, as submitted. Seconded by Frerichs.

Discussion – None.

Ayes – 3 (Christensen, Frerichs, Ross)

No – 0 Absent – 1 (Arens)

Motion Passes.

2. Review/Discussion MKP Conceptual Plan

Frerichs opened the discussion on the Conceptual Plan by inviting comments from the group. Ross noted that none of the buildings were identified on the draft, something that needed to be corrected before the public reviews the document. Frerichs mentioned that the number of portable toilets and their locations needed to be resolved; the number of parking spaces needed to be identified; the pickleball courts needed fencing around them; and, if kept in the plan, the tennis courts would need to be refurbished. Frerichs discussed the relocation of the disc golf course - how much it is used by the public, if it was too far removed by being on the other side of the park (north side, across Burdickville Road). Ross reminded Frerichs that the course was relocated because it was impeding the walking trail. Ross thought there had been enough discussion on the topic and that they were “done with that question.” The safety issue called out in the recent Michigan Municipal Risk Management Authority (MMRMA) parks safety assessment regarding the supplementing the ground cover under the swing set was another issue mentioned by Frerichs. There was a brief

discussion about the driving range, its location, whether to keep it or remove it. The consensus was to keep the range for now since it provides a cost-free opportunity to drive some golf balls and to move it to an alternate location, if needed, was a fairly easy endeavor. Ross talked about the passive, educational nature of the Poor Farm Barn area. She said she would like to keep the native grass meadow.

Ross inquired about if there was a narrative for when the plan is presented to the public and who would prepare and present it. Frerichs said he would prepare and present the narrative once everyone was “on board” about the park’s final Master Plan.

The noise that accompanies pickleball courts was discussed. Christensen thought the plan reflected a good placement of the pickleball courts as it relates to noise. Ross expressed the need for grant money and/or a public fund-raising campaign. Frerichs commented that fundraising was easier if there is up-front money. Ross requested to add portable toilets on the north side (the Poor Farm Barn area) to support the groups that use that area. Bradley concurred, but added that they are expensive. The consensus was to eliminate the existing pit toilets.

Ross asked about prioritizing construction of the pickleball courts. Frerichs thought the courts at the south end of the park would be a good place to start because safety fencing would not be needed in that area. Regarding renovating the baseball fields, Christensen mentioned that the biggest improvement would be to grade the fields to remove the slope. Ross stated that the “ex” notation on the draft was confusing and said the word “existing” needed to be spelled out so it would make sense to the public. Christensen said the fencing between “Fred’s house” and the park is sagging and torn and needs to be replaced, so that project needs to be added to the plan.

For funding purposes, Ross inquired if they could show the priorities of the trail development using Stage 1, Stage 2, Stage 3 notations. The group agreed that the accessible trail would be Stage 1. Stage 2 would be the soccer trail, and Stage 3 would be a trail in the area of the driving range (the driving range would be relocated once Stage 3 commenced).

The amount of earthwork needed for pickleball courts, parking, trails, and the baseball field was discussed. Because of the amount of earthwork required for pickleball courts and how it affects all other areas of development in the park, grading became a possible first step in 2024. Timing of the grading was discussed in relation to the Little League schedule. Frerichs suggested commencing immediately after the Little League season (August, September, October) to allow for grass to take root before winter. Christensen suggested contracting for a grading and stabilization plan as a first step. Also in the works for 2024 is the Five-Year Plan. Christensen thought that if they owned a digital copy of the Five-Year Plan, then the next Five-Year Plan could be tweaked from the digital copy.

Frerichs noted that he placed priorities for Myles Kimmerly Park in 2024 as follows: 1) a Grading Plan; 2) the Five-Year Plan. Frerichs then inquired if there was a “low hanging fruit” project that could be added. Christensen suggested the portable toilet enclosures and filling in the pit toilets. Also, Christensen said the Five-Year Plan was not a committee project, but rather a Parks Commission project, so it did not have to be listed in the priorities for Myles Kimmerly Park.

Frerichs mentioned a previous discussion about the Board of Commissioners approving the rollover of the Parks Commission’s unspent 2023 Capital Outlay (\$55,000). Ross said she did not think the rollover would be approved. Bradley added that, “If we don’t spend what we get now, why would we get more?” Frerichs reprioritized the projects for 2024 as follows: 1) Portable Toilet Prep Work; 2) a grading plan; 3) the Five-Year Plan. (Frerichs still wanted to include the Five-Year Plan as the third priority.)

The timeline for gathering public input was discussed. Christensen recommended that, to save time, they solicit for public input by advertising it as part of an upcoming Parks and Recreation meeting.

At 10:32 a.m., the group place a call to Kevin Krogulecki, Gosling Czubak Engineering, to discuss what was remaining to complete in the contract. Krogulecki said colorizing the rendering was the next step and that no additional meetings were left per the contract terms. He added that comments could be bulleted and added before presentation to the public at no additional cost. Krogulecki confirmed they would receive a digital copy of the plan in PDF format. Frerichs asked to have the Poor Farm Barn identified on the plan. Krogulecki said to scan the document with their changes and send it to him to update. After the call, Frerichs said he would summarize the changes discussed at today’s meeting before submitting to Krogulecki for the updates. Christensen commented that at the next Parks Commission meeting, they should get direction on the Five-Year Plan, and get quotes.

Public Comment:

Steve Stier said that he supports the transition of the Parks Commission to Planning. He added that he would like to see the Park’s mission statement revised to include wording other than cost-effective recreation. He also stated that being involved with old barns for 25 years, he has known of many publicly owned barns in the state, townships, and counties that have purposely become important assets to the parks system, and, he said, that’s what LCHPS is aiming to do.

Board Member Comment:

Ross said she supported Stier’s comments.

Adjournment:

With no further business to come before the committee, Frerichs called for a motion to adjourn.

**Motion by Christensen to adjourn. Seconded by Ross.
Ayes – 3 (Christensen, Frerichs, Ross)
No – 0 Absent – 1 (Arens)**

Motion Passes.

The meeting adjourned at 10:44 a.m.

Respectfully submitted:

Lori Eubanks, Recording Secretary

COUNTY AND REGIONAL PARKS (EXCERPT)
Act 261 of 1965

46.351 County parks and recreation commission; creation; membership; terms; vacancy; commission as county agency; rules and regulations; compensation.

Sec. 1. (1) The county board of commissioners of a county, by resolution adopted by a 2/3 vote of all its members, may create a county parks and recreation commission, which shall be under the general control of the board of commissioners.

(2) The county parks and recreation commission shall consist of the following members:

(a) The chairperson of the county road commission or another road commissioner designated by the board of county road commissioners.

(b) The county drain commissioner or an employee of the drain commissioner's office designated in writing by the drain commissioner.

(c) One of the following:

(i) In a county that elects a county executive under section 9 of 1973 PA 139, MCL 45.559, the county executive or a designee of the county executive.

(ii) In a county with a population of 1,000,000 or less, the chairperson of the county planning commission or another member of the county planning commission designated by the county planning commission. In a county that does not have a county planning commission, the chairperson of the regional planning commission shall serve on the county parks and recreation commission if that person is a resident of that county. If the chairperson of the regional planning commission is not a resident of that county, then the board shall, by a 2/3 vote, appoint a member of the regional planning commission who is a resident of that county to serve on the county parks and recreation commission.

(d) Seven members appointed by the county board of commissioners, not less than 1 and not more than 3 of whom shall be members of the board of commissioners.

(e) For counties with a population greater than 750,000 but less than 1,000,000, the county board of commissioners shall appoint a neighborhood representative. The appointee under this subdivision shall be an officer of the homeowners or property owners association that represents the largest area geographically that is located totally or partially within 1,000 feet of the property boundary of the most frequently used county park who is willing to serve on the county parks and recreation commission. If a homeowners or property owners association is not located within 1,000 feet of that park or no officer is willing to serve, then the appointee shall be a resident who lives within 1/2 mile of that park and who is willing to serve on the county parks and recreation commission. If no resident lives within 1/2 mile of that park or no resident is willing to serve, then the appointee shall be a resident of the city, village, or township in which that park is located who is willing to serve on the county parks and recreation commission. The first appointment under this subdivision shall be made not more than 60 days from October 17, 2003 or not more than 60 days from the date a county qualifies for an appointment under this subdivision.

(3) Of the members first appointed by the county board of commissioners, 2 shall be appointed for a term ending 1 year from the following January 1, 2 for a term ending 2 years from the following January 1, and 3 for a term ending 3 years from the following January 1. The first member appointed by a qualifying county under subsection (2)(e) shall be appointed for a term ending 2 years from the following January 1. From then on, each appointed member shall be appointed for a term of 3 years and until his or her successor is appointed and qualified. Each term shall expire at noon on January 1. A vacancy shall be filled by the county board of commissioners for the unexpired term.

(4) The county parks and recreation commission is an agency of the county. The county board of commissioners may make rules and regulations with respect to the county parks and recreation commission as the board of commissioners considers advisable. The members of the county parks and recreation commission are not full-time officers. The county board of commissioners shall fix the compensation of the members.

History: 1965, Act 261, Imd. Eff. July 21, 1965;—Am. 1981, Act 223, Eff. Mar. 31, 1982;—Am. 1986, Act 99, Imd. Eff. May 14, 1986;—Am. 1990, Act 84, Imd. Eff. May 25, 1990;—Am. 2000, Act 496, Imd. Eff. Jan. 11, 2001;—Am. 2003, Act 187, Imd. Eff. Oct. 17, 2003;—Am. 2006, Act 588, Imd. Eff. Jan. 3, 2007.