

VILLAGE OF GRAND BEACH
PARKS AND RECREATION COMMITTEE
AGENDA/REPORT
WEDNESDAY, FEBRUARY 6, 2019

CALL TO ORDER 5:00 P.M. CST – 6:00 P.M. EST

ADOPT AGENDA

MINUTES PARKS AND RECREATION COMMITTEE MINUTES
JANUARY 16, 2019

UNFINISHED BUSINESS:

1. COMMITTEE MEMBERSHIP FINALIZED
2. GRANT WRITING WORKSHOP REPORT
3. PLAN REVIEW AND UPDATE – CONSULTANT PROPOSALS AND RECOMMENDATION TO COUNCIL
4. REVIEW DRAFT GOAL OUTLINE
SORT OUT PRIORITIES – ESTABLISH TIMEFRAMES – DIVISION OF LABOR

NEW BUSINESS:

1. OPEN MEETING ACT GUIDELINES
2. REVIEW AND BUILD UPON PROJECT IDEA/WISH LIST
3. UPCOMING
 - a. NEXT MEETING MARCH 6, 5PM CST
 - b. FACILITY TOUR – MARCH 16, 10A CST – MEET AT VILLAGE HALL

AUDIENCE RECOGNITION

CORRESPONDENCE

ADJOURNMENT

Village of Grand Beach
Parks and Recreation Committee Meeting
January 16, 2019

Committee Members in Attendance: Chairman Steve Slater, Blake O'Halloran, Amy Hanley,
Kieran McHugh

Member Absent: Laurie Roche

Audience Recognition: Amy Slater, Debbie Lindley, Ed Brandis, Ed Trainor

Meeting convened at 5:10 pm Central. Blake motioned to accept agenda, Amy seconded and agenda was adopted.

Blake motioned to adopt minutes of October 17, 2018 Parks and Recreation Committee. Amy seconded and minutes were adopted.

Kieran abstained as she was absent from meeting of October 17.

Steve noted that Laurie Roche was resigning from position on committee but would continue with planning commission.

Steve stated that committee's primary and most important goal is to renew and update the Parks and Recreation Master Plan and to review goals and objectives from the original plan.

A "Draft Goal Outline" was developed by Steve: 30-day goals, 90-day goals, 180-day goals, and 2019 year end goals are listed and attached to these minutes. See attachment #1.

Steve noted that he would attend a grant writing workshop that will be presented by the State of Michigan on January 31: This event is open to all. Blake also recommends and attended one in 2014 feeling it highly beneficial, noting that renewal of our plan and grant application should be easy as the plan now is a great "steering document" for future reference.

Steve asked if everyone on committee was interested in remaining on committee and if they could commit to monthly meetings. He suggested meeting on the first Wednesday of each month, which gives time to have minutes to the council to review before their meetings. Steve motioned that the next meeting will be February 6th at 5 pm Central and that the March 6th meeting time and remaining dates and times will be determined when all committee is appointed. Blake seconded this. Motion was approved.

Amy agreed to remain but noted that she cannot make every meeting as she would be out of town often for next 6 months especially; Kieran agreed to stay on although may not make every meeting due to school schedule -Kieran also recommended Sheila McGinnis as a member when she returns to Grand Beach late spring; Blake agreed to stay on and offered to "make room" if someone else wanted to have seat on committee. Steve said he would like to add Ed Trainor, Ed Brandis, and Amy Slater to committee. All agreed that it would be great to have more opinions heard and this would be a good group -- possibly more who are interested in helping would also join committee later.

Steve noted that he has tried to contact Mario at McKenna but has not heard back. He has also met with Tony at Abmonarche to interview and develop a report.

Regarding discussion of grants and surveys, Kieran pointed out that our first survey completed with McKenna's help, was not really adequate and left some unanswered questions and confusion and some questions hard to quantify ie: configuration of question and how to successfully get answers to questions regarding how many/whom in household...in which there are more than one owner/visitors...

Amy Slater asked about due date for plan, which is December 2019. Committee would like to have a couple of "q and a" sessions during the summer season for the public to participate in.

Steve reviewed his "Draft Goal Outline" as a "draft and accumulation of ideas and desires."

Equipment on the beach is of great concern and should be addressed by the end of February. Blake thought that some council members may want to go on the park visit as listed in #4 of 30-day goals. Steve picked March 16th, 10 am Central for outdoor visit to the 3 sites which could be developed for park use.

Steve has met with Donkersloot to build communication and also met with Dave Wolfe to begin with work access dates and rules for such.

End of March is goal to establish 2019 survey so as to be able to get survey out to residents by June. Committee would like as large an audience as possible.

Steve hopes that Parks and Recreation Committee can have an impact in helping to resolve some disputes between beach property owners and inland owners; hence #2 of 180-day goals beach/lakefront plan.

Kieran suggested that if the beach is the priority in this next 5-year plan, the creek is "appalling" and the outlet for e. coli and dirty sludge and would like to work on that for the safety of the community and environment. Debbie Lindley noted Marcy Hamilton's work and report on the creeks some years ago and she could be a good resource for us, as she has maps detailing the areas of pollution and access to great speakers. Blake will check into some letter writing that the council had done and check into contacts that were made. Ed Trainor would also like to participate on the creek project. All agree that the creek pollution is detrimental to health, environment and etc.

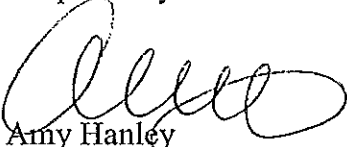
Also noted was that we need a 6-year capital budget plan which can be part of the Parks and Recreation Plan.

Committee would like to encourage neighbors and let them know that we invite their help and participation at meetings.

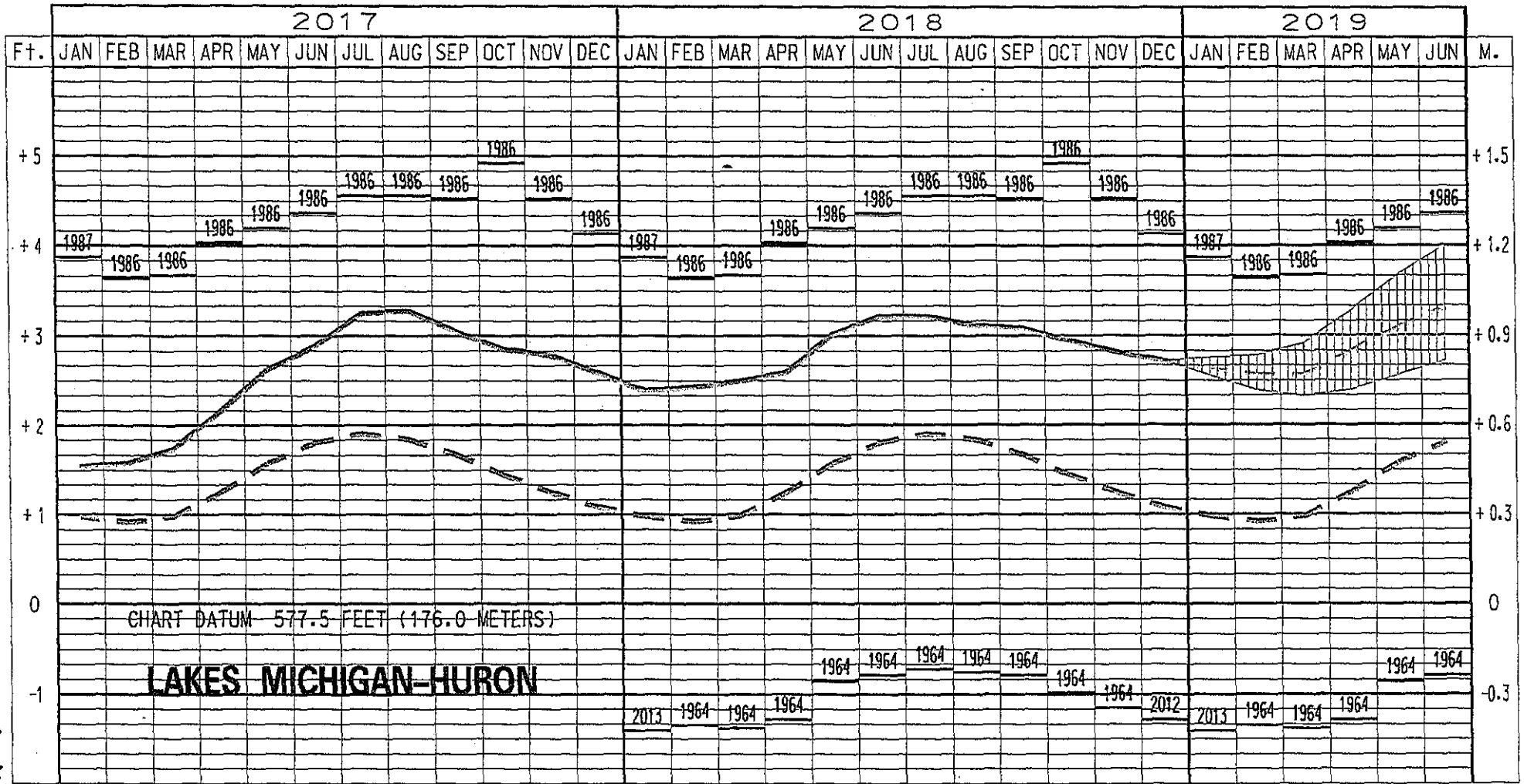
Steve shared a lake water level map which he secured from the Army Corps. Of Engineers. See attachment #2.

Blake motioned to adjourn meeting, Kieran seconded. Steve closed meeting at 6:00 pm Central.

Respectfully Submitted:


Amy Hanley

LAKES MICHIGAN-HURON WATER LEVELS - JANUARY 2019



Attachment 2

LEGEND LAKE LEVELS

RECORDED

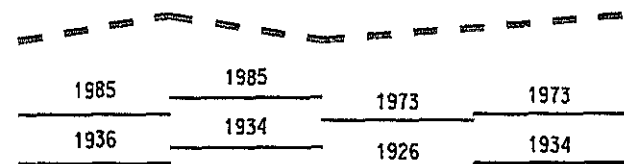
PROJECTED



AVERAGE **

MAXIMUM **

MINIMUM **



** Average, Maximum and Minimum for period 1918-2017

Draft Goal Outline

30-day goals

By February 20

1. Finalize recreation sub-committee members
2. Visit Pokagon fund administrator to understand grant process and funding for Park rec plan update
3. Identify and select consultant for plan update
4. Conduct GB park resource visit with committee members
5. Attend grant writing workshop and report back to committee
6. Meet reps from Oselka and Dunkersloot
-get update on current and pending projects
-begin discussion on access "rules"

Who

Steve and Council
Amy and ??

Steve and Council

All

Steve and Ed B

Steve

90-day goals

By end of March

1. Get Village council approval to contract with consultant for plan update and initiate plan update by end of April with updated input from committee
2. Establish 2019 goals by end of Q1 – break down into action steps, timeframes and accountability.

180-day goals

By end of June

1. Have a lakefront agreement in place, which will allow for the DEQ permit appeals to be dropped.
2. Beach/Lakefront plan for summer of 2019 (End of May)
Items to address - Beach access, revetment work and safety rules, beach maintenance, use of village right of way, communication, black out dates and funding etc.

2019 Goals

By end of year

1. Develop robust beach maintenance plan, expectations, budget and guidelines
2. Mitigation plan for cleaning up White Creek
3. Develop a 6-year capital/budget plan for parks and beaches
4. Establish location, funding and construction of pickle ball courts
5. Establish location, funding and construction of additional neighborhood park
6. Complete Plan rewrite

Ongoing discussion items

1. Shoreline Alliance and GB support, funding and involvement
2. Septic Tank Ordinance (ties into White Creek mitigation)
3. Proposal to move clubhouse from Planning Commissioner to either Golf Commissioner or Parks and Recreation Commissioner.

Attachment 2

January 15, 2019

Steve Slater, Parks & Beaches Commissioner
Village of Grand Beach
48200 Perkins Blvd
Grand Beach, MI 49117

Subject: 5-Year Parks and Recreation Plan Development

Dear Mr. Slater:

A Parks and Recreation Plan is a vital community and financial planning tool. The Recreation Plan provides guidance for development and improvement of the Village's parks, beaches, recreational facilities, greenspace, and waterways. These are valuable amenities to residents as well as serving to attract visitors. Additionally, a current 5-Year Recreation Plan is required by the Michigan Department of Natural Resources (DNR) to be eligible for assistance through its recreation grants program. Abonmarche is pleased to present this proposal to assist the Village of Grand Beach in the development of a Recreation Plan with the following scope:

Scope of Service

- Recreation and Resource Inventory- Conduct site visits to Village-managed parks, beaches, and facilities and document current conditions and accessibility.
- Gather Public Input- Host an online survey, open house, and gather comments from year-round and seasonal residents on parks facilities and the drafted plan. A mail survey can be performed as an additional service, in which Abonmarche can coordinate mailings with Village staff in order to reduce costs.
- Update Community Profile – Update community description and administrative/funding information.
- Establish Actions and Priorities- Work with Village staff and Parks Committee to identify and propose potential projects and determine which projects to include in the plan.
- Capital Improvement Schedule- Prepare a schedule of proposed projects to implement over the next 5 years.
- Finalize and Submit Plan- Ensure final plan meets all guidelines as required by Michigan DNR and submit Certification documents.

Schedule

Following is the proposed project schedule:

- April 1st – Kickoff meeting
- April – Conduct inventory, perform online survey, and hold open house
- May – Parks Committee reviews proposed projects and plan
- June – Present draft plan to Parks Committee
- July 1-31 – Draft plan available for one month public review period
- August – Review public comments and make any changes
- September – Present final plan to Parks Committee
- September – Present final plan to Planning Commission
- October – Public Hearing and Village Council adoption
- November – Submit to DNR

Fees

We propose to complete the above scope of services for a fee of \$6,500.

Additional Services

In addition to the above scope, Abonmarche can provide the following services to the Village of Grand Beach if selected to develop the new 5-Year Recreation Plan:

<u>Task</u>	<u>Cost</u>
1) 2020 DNR Grant Application for projects	No Charge
2) 2019 Coastal Zone Management Grant	No Charge
3) Site Plans/Access Plans	\$1,000 per site

We look forward to working with you and the Village on this project. If you have any questions, please do not hesitate to contact Tricia Bulson at (269) 926-4575 or tbulson@abonmarche.com.

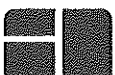
Sincerely,
ABONMARCHE



Tony McGhee
Vice President of Development Services



Tricia Bulson
GIS Specialist



From: Steve Slater sslater@grandbeach.org
Subject: Re: Parks and rec plan update
Date: January 18, 2019 at 1:21 PM
To: Mario Ortega MOrtega@mcka.com



Hi Mario -

In lieu of voicemail tag, I would appreciate the following:

1. A proposal to update the plan by end of January
2. In the proposal, an outline of timeframes and responsibilities
3. In the proposal, please outline who would be the feet on the ground actually doing the work and writing the plan. I understand and am comfortable with an "associate" doing much of the heavy lifting, but will need to know their availability and time investment in the process as well.

Five years ago, we apparently rushed through doing the plan because we wanted to file for a grant to buy the Whitewood property. I want to have plenty of time this time around to get not only survey input, but a couple of Q&A sessions with residents to gather input. I'm thinking approve the expenditures in March and kick off the plan process April. Gives us April to November to do it all.

Hope that makes sense with your input and expertise as needed.

Please let me know if you need any more info and when I can expect your proposal.

On Jan 14, 2019, at 1:48 PM, Mario Ortega <MOrtega@mcka.com> wrote:

Hi Steve,

I'm sorry we haven't had a chance to connect via phone. I did leave a voice mail but it might not have gotten through to you.

We would be very happy to help the Village create an updated recreation plan. Unfortunately, I am in our Detroit office and don't get over to that side of the State that often. Please feel free to call me cell phone at any time and let me know how you'd like us to proceed.

The good thing is that now is the time to coordinate the plan schedule. It would be great to get everything done with everyone in the Village during the summer and then easily meet the MDNR deadline for submittal of January 30, 2020.

Once again, feel free to call me at 312-307-4570.

Thanks,

Mario

Mario A. Ortega, AICP

-

Principal Planner

MCKENNA

O 248.596.0920 | C 312.307.4570 | F 248.596.0930
235 East Main Street, Suite 105 | Northville, MI 48167
mortega@mcka.com | mcka.com

FACEBOOK | LINKEDIN

-----Original Message-----

From: Steve Slater <sslater@grandbeach.org>
Sent: Saturday, January 12, 2019 2:25 PM
To: Mario Ortega <MOrtega@mcka.com>
Subject: Parks and rec plan update

Hi Mario

I dropped you a couple of voicemails and wanted to talk to you about updating our grand beach parks and rec plan. Can we sit down and meet in the near future?

Thank you

Steve Slater

30-DAY GOALS

Goal	Due Date	Responsible Party
Finalize Rec Committee Membership	Jan 16	Steve and Council
Visit Pokagon fund admin -		
Conduct GB park tour	March 16	
Attend Grant Workshop and report back	Feb 7	Steve and Ed B
Meet reps from Oselka and Dunkersloot – Put on regular schedule and report	Feb 6	
Other????		

90-DAY GOALS

Goal	Due Date	Responsible Party
ID and select consultant for plan update	March 20	Steve and Council
Establish 2019 goals with steps, timeframes and lead committee member	March 6	Parks and Rec Committee
Other????		

180-DAY GOALS

Goal	Due Date	Responsible Party
Assist with and help complete a lakefront agreement in place to drop DEQ appeal	June 30	
Complete Beach/Lakefront plan for Summer 2019 – Access, Revetment work, safety rule beach maintenance, use of Right of Ways, Communication, black out dates, etc. etc.	May 15	
Other????		

2019 GOALS

Goal	Due Date	Responsible Party
Develop longer term robust beach maintenance plan, expectations, budget and guidelines	October 31	
Mitigation plan for cleaning up White Crk	October 31	
Develop 6 year capital/budget plan for parks and beaches	October 31	
Establish location, funding and construction of pickleball courts	October 31	
Establish location, funding and construction of additional neighborhood park	October 31	
Complete plan rewrite		
Other????		

ONGOING DISCUSSION AND/OR ACTION ITEMS

Goal	Due Date	Responsible Party
Monthly Facility Report	By 1 st Wed	
Shoreline Alliance and GB support, funding and involvement		
Septic Tank ordinance		
Proposal to move clubhouse from Building Commissioner to either Parks or Golf Commissioner		
Other????		

Completed

Behind Schedule

**VILLAGE OF GRAND BEACH
PARKS AND RECREATION COMMITTEE
IDEAS AND WISH LIST**

LAST UPDATED FEBRUARY 6, 2019

1. Close on the 42 acres
 - a. What improvements are planned or what is anticipated in terms of improvements?
2. Whitewood/Royal beach access (10' access down to beach)
 - a. Obtain easement from Wade family
 - b. Build a new large viewing platform with a boardwalk down to existing pier
 - c. Upgrade pier with safe railing and seating as a viewing platform
3. Pump House Beach – (40-50' access down to stairs)
 - a. Build a viewing platform – ADA accessible
 - b. Cantilever deck/platform out and on top of pump house structure?
4. Eiffel Tower – (Access points vary between 10-15')
 - a. Create viewing platforms and ADA accessibility to viewing platforms at end of access points
5. Old Grand Beach Access points – (Access' vary from 30-50')
 - a. Old Grand Beach has the widest access points
 - b. If beach cannot be accessed, still can be improved with wider paths, viewing platform and Michiana type entrance structures with GB arch look.
 - c. ADA accessible
6. Pickleball Courts (2-3 for max participation)
 - a. Location TBD
 - i. By clubhouse – old playground location?
 - ii. By existing tennis courts
 - iii. Complement courts with summer league and kids
7. Evaluate existing GB owned park property for “mini-park” locations to serve north GB residents
 - a. Corner of High Point Lane and Perkins
 - b. Corner of Anna Livia and Grand Beach Rd (both N and S)
8. Add your ideas!!!