

Elmwood Township Parks and Recreation Committee
Meeting Minutes
October 8, 2008

1. Call to Order – The meeting was called to order at 5:40 p.m.

2. Roll Call – Present were Fred Plamondon, Lori Leugers, Sarah Bourgeois, Deri Smith, Klaus Heinert from Gosling Czubak and Elmwood Township Board Trustee, Kyle Trevas.

3. Approval of Agenda – Motion by Lori seconded by Sarah to approve the agenda as presented.
PASSED UNANIMOUSLY.

4. Approval of Minutes – There were no minutes presented for approval.

5. and 6. Park Development Update/Elmwood Beach Park Restroom Facility – Klaus gave an update on the status of the Rotary Grant application for the restroom facilities. Representatives from Rotary want to meet with township representatives to investigate the park site and answer additional questions. The date for this meeting is tentatively October 30th. The time is yet to be determined. There was some discussion about options and possible relocation of the restroom(s). He commented that Rotary Charities recognizes the value of the 5 NGO's comprising the Grand Traverse Bay Alliance (GTBA) that are located across the street from the park, whose patrons are likely to use the park as well as well as park goers likely to use the GTBA site (both East and West sides of M-22). GTBA members provided significant input and letters of support to the MDNR for the park project which helped secure both MDNR and Kellogg Foundation grant funds. With this in mind, it would be prudent to locate a bathroom facility at a site that would equally serve this population as well as other park visitors. He also stated that restrooms which were designed for unisex and universal accessibility were high priorities for people with disabilities. Klaus presented an option of building two pairs of smaller unisex restrooms that could be incorporated into the picnic pavilion structures, one located toward the southern end near the beach and the other would be further north, closer to the proposed parking lots and large pavilion.

Klaus noted that the design and construction phase for the park has been authorized by the MDNR. He took feedback from the public at a recent (8/27/08) input session at the park and the township board (9/9/08) and presented some overlay concept drawings depicting requested considerations and possible solutions. He presented two options showing both reconfigured parking and revised restroom placement:

Option #1 – retained the circle parking layout, but changed the center of the circle from an elevated hill to a storm water infiltration area, eliminating cross walks to the island. This addressed concerns about the potential danger of children running down the hill into the parking area where they risked being hit by cars. Klaus incorporated an additional 24-30 car parking spaces via a loop drive to the south of the circle in this option. About 60 total spaces would be available on site when combined with the 30 spaces on the circle parking. This option would present the best condition to implement vegetative screening and buffering of the parking areas from M-22.

Option #2 – This option would eliminate the circle parking area and develop two parking areas feeding off of the boulevard entrance. Each lot would allow about 30 total parking spaces and maintain an oval loop drop off area to the main pavilion. Storm water collection and infiltration would be handled more conventionally with curb inlets and storm pipe connections and/or infiltration areas. This option would not provide an opportunity to install vegetative screening and buffering of the parking areas from M-22.

Both options retained features that enabled us to score so well on the initial grant. Klaus noted that any major departures from the original drawings which had been previously reviewed and approved by the township and subsequently submitted with the MDNR Trust Fund Grant application, would likely require

additional Trust Fund Board review. Because the DNR has begun the review cycle for the 2008 grants, he felt this could result in a substantial delay. Efforts should be made to approve modifications that would serve the concerns identified for more parking on-site and “closer” restrooms.

Motion by Lori, seconded by Sarah to recommend to the township board that they authorize Gosling Czubak to prepare final drawings for the park design phase, based on further development of option 1 or 2 for the parking configuration and restroom placements, noting that both of these options retain features such as universal accessibility which were instrumental factors in receiving the grant. Subject to board approval and concurrence of restroom placement options by Rotary Camps and Services. PASSED UNANIMOUSLY.

Klaus then passed out a draft Scope of Work for the Final Design and Construction phase contract for the project.

7. Management Plan De Young Property - Matt – Matt was unable to attend the meeting, but he gave an update to Parks and Rec committee members via email. He noted that the appraisals on the property are underway and should be completed within the next month. He also noted that the Leelanau Conservancy will be entering into the Management Agreement with the township this week, since it was approved by the board at their September meeting.

8. Township Special Meeting – Rotary Charities Grant – This was discussed in item #5 under Klaus’ update on the Park Development.

9. Baseball Diamond and Soccer Field – updates – Work on the baseball diamond on the Northwest corner has begun. It is anticipated that the township will receive reimbursement from grant monies awarded to TC Little League for a portion of the approved funds that the township has provided up front.

There was discussion about the liability issue of moving the soccer nets. The nets should remain in their initial spots for the entire season because of the potential hazard that the nets pose, if they fall onto somebody while being moved. The Parks and Recreation Committee felt that it is important to communicate to any township representatives as well as to any groups using the soccer fields that they should not move the nets, once they were set in place for the season.

10. Old Business – Newsletter – Kelly – Kelly was not present to provide an update.

11. New Business – None

12. Next Meeting: There was discussion about having a joint meeting with the Marina Committee on Thursday October 23rd at 5:30 at the township hall.

Next Parks and Recreation Committee meeting is November 12th, 2008 – Elmwood Township Hall @ 5:30 p.m.

13. Adjournment – The meeting was adjourned at 7:25 pm.

Submitted by,

Lori Leugers