



PARKS AND RECREATION COMMISSION

Monday, March 10, 2014

1. Call to Order - 7:00 P.M. - Petoskey City Hall Parkside Room
2. Approval of Minutes - Minutes of Monday, February 10, 2014 Meeting
3. New Business -
 - a. Hear presentation by SAFE of Northern Michigan
 - b. Consider submission of Recreational Passport Grant and Resolution of Support
 - c. Begin selection process for the 2013 Glenn H. Casey Award
4. Miscellaneous
5. Adjournment



PARKS AND RECREATION COMMISSION

February 10, 2014

A meeting of the City of Petoskey Parks and Recreation Commission was held in the City Hall Parkside Room, Petoskey, Michigan, on Monday, February 10, 2014. Roll was called at 7:00 P.M. and the following were:

Present: Roy Pulaski, Chairperson
Jim Daunter
William Hansen, Jr.
Frank Lamberti
Amy McMullen
Mike Morey

Absent: John Hoffman

Staff: Al Hansen, Parks and Recreation Director

Minutes of the Monday, January 13, 2014, meeting were read and approved. Motion for approval was made by Bill Hansen, seconded by Frank Lamberti, with all members present voting aye.

YEAS: Daunter, Hansen, Lamberti, McMullen, Morey, Pulaski (6)

NAYS: (0)

Winter Carnival Update

Commission members were informed that the Annual Petoskey Winter Carnival will take place on Saturday, February 15, 2014 and that this year's carnival has multiple events scheduled throughout the day, including the International Bumpjumping Competition with registration starting at 10:00 A.M. and the race starting at noon.

Commission members were given an itinerary of events and sponsors for the Winter Carnival in their packet and were encouraged to attend a portion of the event.

Project Status
Renovation of the
Lighted Tennis Courts

Commission members were informed that the Petoskey Community Court Committee had been meeting regularly over the past two months and that at its February 4, 2014 meeting Stefan J. Scholl, P.C., prepared Articles of Incorporation for Use by Domestic Non-profit Corporation to allow the group to act as a non-profit corporation pursuant to provision of Act 162, Public Acts of 1982. After reviewing the documents the group asked Stefan Scholl to file these documents with the Michigan Department of Licensing and Regulatory Affairs. This filing was an important step in creating the Community Courts Fundraising Committee and now allows them to be able to request and receive funding for the designated tennis court project.

The Director also advised the Commission that a Michigan Recreation Passport Grant is being prepared for partial funding of the tennis courts in the amount of \$45,000 and that they will be reviewing the grant in March of 2014.

Chairman Pulaski stated that he originally understood that the courts were going to be constructed in 2014. The Director advised that that had been the initial assumption, however, the Committee had asked to have their fundraising efforts extended to 2015 to allow more time to raise funds for the reconstruction of the tennis court facilities.

Tax Administration Fee Update

The Director informed Commission members that, at its February 3, 2014 meeting, City Council reinstated the 1% Tax Administration Fee for 2014 to help with the General Fund shortfalls to assist in funding one Public Safety position that had not been filled due to retirement and to fund several needed maintenance items on City buildings. The fee is expected to generate approximately \$200,000. Reinstatement of this fee was a short term stop gap measure which will allow City Council and the community to study options for a stable funding source to support Department of Public Safety needs, including equipment purchases, and to allow for major building and park facility maintenance items that have been postponed as a result of the decline in property values that occurred as the result of the economic downturn of the last several years.

At this time, a brief discussion occurred regarding the loss of General Fund dollars due to declining property values that made this move necessary.

Miscellaneous

The Director informed Commission members that he had had a conversation with the Little Traverse Land Conservancy regarding a potential property acquisition in the Skyline Municipal Forest area and that the Conservancy was working to fund majority of this potential acquisition. At this time the Conservancy will be exploring the options further and will be reporting back to the City.

Frank Lamberti asked what was involved with the Downtown Greenway Corridor Project and commented that he was not very familiar with the project.

At this time, the Director reviewed the scope of the project with Commission members and informed them that the primary focus of the first phase of the Downtown Greenway Corridor will be the development of a non-motorized, concrete trail that will extend from MacDonald Drive to Bay Street, which will also function as a sidewalk servicing the northeastern area of the City.

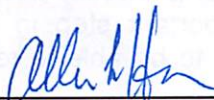
ADJOURNMENT

There being no further business to come before the Parks and Recreation Commission, the meeting was adjourned at 7:55 P.M. Motion for adjournment was made by Amy McMullen, seconded by Jim Daunter, with all members present voting aye.

YEAS: Daunter, Hansen, Lamberti, McMullen, Morey, Pulaski (6)

NAYS: (0)

The next regular scheduled meeting of the Parks and Recreation Commission will be held at 7:00 P.M. on Monday, March 10, 2014 at the City Hall Parkside Room.



Allen L. Hansen
Director of Parks and Recreation



BOARD: Parks and Recreation Commission

MEETING DATE: March 10, 2014 **DATE PREPARED:** March 4, 2014

AGENDA SUBJECT: Hear Presentation by SAFE of Northern Michigan

RECOMMENDATION: Hear Presentation

Background. Sue Pulaski, representing SAFE of Northern Michigan has asked that the Commission hear a presentation prepared by SAFE members. SAFE is an acronym for Substance Abuse Free Environment.

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BOARD: Parks and Recreation Commission

MEETING DATE: March 10, 2014 **DATE PREPARED:** March 4, 2014

AGENDA SUBJECT: Review and Consider Endorsement of Recreation Passport Grant Application for the Lighted Tennis Court Complex at the City of Petoskey/High School Middle School Complex

RECOMMENDATION: Approve the application by resolution and recommend to City Council to consider authorizing submittal.

Background. In 1972, the City of Petoskey and the Public Schools of Petoskey cooperatively developed a Recreation Sports Complex located on school district property near 1500 Hill Street, Petoskey, Michigan, funded by Michigan BOR #26-00421 Development Grant. The School District leased the property to the City for a period of 25 years. The lease expired in 1997 and the property is now jointly operated and maintained by the City and School District, and a Recreational Agreement between the School District and the City of Petoskey currently runs until 2037, where adjustment can be made prior to reauthorization. The six lighted tennis courts constructed under the above referenced grants are now 42 years of age and are in need of major renovation.

Description of Renovation Project. The City of Petoskey, as the grant applicant, is requesting \$45,000 from the Michigan Department of Natural Resources Recreation Passport Grant Program to assist in the renovation of the six lighted tennis court complex located at 1500 Hill Street, Petoskey, Michigan. The estimated cost for this renovation is \$255,000. Work to include removal and replacement of bituminous asphalt base on six courts and a practice court, refresh sub-base and regrade, remove existing fence fabric and tennis court posts, replace needed fence posts, gates and top rail, install new chain link fabric, new tennis post sleeves and posts, upgrade underground electric below courts and paint light poles, install acrylic top coats on courts and restripe six courts for tennis and practice court for pickleball, relocate drinking fountain and add ADA van accessible parking stall, and modify walks to allow for ADA accessibility.

Budget: \$255,000

Matching Fund Sources

1. Local Match		
School District	\$ 67,500	
Revenue Sharing Board	\$ 30,000	
Petoskey Community Courts	\$112,500	\$210,000
2. Recreation Passport Grant	<u>\$ 45,000</u>	<u>\$ 45,000</u>
Project Total:	\$255,000	\$255,000

Justification. The tennis court complex that is being proposed for renovation was built in 1972 and has long surpassed its expected useful life. The courts have been well maintained and have had multiple surface coat treatments, however, the underlying bituminous asphalt paving is losing its elasticity and cohesive properties and is now failing due to age and must be removed and replaced. The courts have been evaluated by two independent tennis court repair companies and both concur that the bituminous asphalt base is deteriorating and must be replaced. The perimeter chain link fencing is original and the fence fabric and multiple posts and rails need to be replaced, as well as the fence hardware at gate locations.

Tennis is a very popular activity in our community and in 2001 six unlighted courts were added at the complex to keep pass with the expanding tennis population. These courts were built by the City and the Petoskey Community Courts fundraising group with help from the Revenue Sharing Board, and Bear Creek and Resort Townships. The six lighted courts and the six unlighted courts are the only public courts in the Petoskey area. If the six lighted courts are not repaired they will continue to delaminate and become unsafe for play. The loss of the court complex would dramatically impact the City's and the School District's ability to provide and maintain both the recreational and interscholastic tennis programs now offered. The City's 2013-2017 Parks and Recreation Master Plan highlights the need to renovate these courts and the City's 2014-2018 Capital Plan also recognizes the need for these courts to be replaced.

Resolution. The Commission shall consider endorsement of this Michigan Recreation Passport Grant as described above and consider adoption of the attached resolution.

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WHEREAS, the City of Petoskey Parks and Recreation Commission desires to renovate a 42 year old Lighted Tennis Court Complex at the Petoskey High/Middle School Recreational Complex which is operated jointly by the City of Petoskey and the Public Schools of Petoskey, located at 1500 Hill Street, Petoskey, Michigan and;

WHEREAS, the tennis complex renovation would include replacement of six paved courts, one 1/2 court practice area and fencing, upgrading the underground wiring and refurbishing of the existing light poles, relocating a drinking fountain and site signage and adding handicap van parking stalls, and;

WHEREAS, this renovation of the Six Lighted Courts is identified as a priority project listed in the City of Petoskey’s 2014-2018 Capital Plan and;

WHEREAS, the State of Michigan’s Department of Natural Resources is accepting applications for funding assistance through the “Recreation Passport Grant Program” and renovating an existing recreational facility is eligible for funding and;

WHEREAS, the City of Petoskey Parks and Recreation Commission supports the Renovation of the Six Lighted Tennis Courts and recommends that the Petoskey City Council sponsor this Michigan Recreation Passport Grant application for this renovation project and commit to undertake this project, if awarded, and commit to the project match as outlined in the application and authorize Dan Ralley, City Manager or his designee to serve as the City’s representative for this project and;

WHEREAS, the City of Petoskey Parks and Recreation Commission further requests that the City Council, in cooperation with the Public Schools of Petoskey and local fund raising efforts, commit to providing the local match of \$210,000 which is 82.4% of the proposed \$255,000 cost to renovate the tennis complex and;

NOW, THEREFORE, BE IT RESOLVED, that the City of Petoskey Parks and Recreation Commission, acting as appointed officials, request that the City of Petoskey City Council adopt a resolution to authorize Dan Ralley, City Manager, or his designee to serve as the City’s representative for this project, authorize submission of the application to the Michigan Department of Natural Resources – Recreation Passport Grant Program and request that the grant application be considered for approval for the \$45,000 maximum grant match.

State of Michigan }
County of Emmet } SS
City of Petoskey }

I, Alan Terry, Clerk of the City of Petoskey, do hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Petoskey in regular session assembled on the ___ day of March, 2013, and of the whole thereof.

In witness where of, I have here unto set my hand and affirmed the corporate seal of said City this ___ day of _____, 2013.

Alan Terry, City Clerk



BOARD: Parks and Recreation Commission

MEETING DATE: March 10, 2014 **DATE PREPARED:** March 4, 2014

AGENDA SUBJECT: Selection process for 2013 Glenn H. Casey Award

RECOMMENDATION: Review nomination process and consider potential nominees

Background: In 1981, the “Glenn H. Casey” award was established to annually recognize a recreation volunteer who has exhibited an outstanding commitment to the City’s recreation program. **George Newson** was the recipient of the 2012 award, for his long-term effort and coaching youth in soccer and other sports affiliated with the City’s Parks and Recreation team.

Past Recipients: A list of past recipients of the Glenn H. Casey Award has been attached for informational purposes.

Last Year’s Nominees not selected include:

Don Dickman – Long time cross-country and track coach for Petoskey High School and Petoskey Hall of Fame inductee. During his tenure, coaching these sports Don taught his athletes the importance of hard work, sportsmanship, academic achievement and the importance of a positive character.

Dan Muller – Outstanding youth coach for the Petoskey Department of Parks and Recreation, and Petoskey Youth Soccer Association, and Petoskey Little League Baseball Association. Dan has coached recreational and youth travel soccer, youth basketball and Little League Baseball. Dan is an excellent coach, and understands the importance and goals of youth sports programs.

Matthew Tamm – Longtime Petoskey School District coach and Petoskey Department of Parks and Recreation coach and volunteer. Matt has coached both girls and boys basketball at both the high school and youth sports level, soccer, baseball and flag football as well as conducted basketball camps and recreational clinics, serving the youth of our community.

Additional Nominees: Commission members are also encouraged to nominate candidates for this award. Parks and Recreation staff are also expected to provide several other potential nominees for consideration.

Action: Commission members can make nominations for the award, consider and select award winner or delay the process until April to review candidates and enter further nominees for consideration.

GLENN H. CASEY AWARD RECIPIENTS

1981 CLARK KETCHUM

1982 RICHARD HARBAUGH/JIM HARRIS

1983 BILL & CAROL HANSEN/DAVE ROSS/JOHN HOFFMAN

1984 BILL HEWITT

1985 WILL SHOMIN

2004 FRANK LAMBERTI

1986 GARY PELTIER

2005 MATT BERGER

1987 WILLIAM STEFFEL

2006 ROY HARVEY

1988 MIKE DEWITT

2007 PAULA BEYER

1989 CONNIE VORENKAMP

2008 PAM HODGE

1990 TROY GOODRICH

2009 PETE WOOTERS

1991 DICK NELSON

2010 PAUL REED

1992 JOHN & BETTY BRECHEISEN

2011 GARY HUNTER

1993 MARGARET RUEMENAPP

2012 GEORGE NEWSON

1994 RILEY TURCOTT

1995 TIM & CAROL LONDO

1996 DONALD HAASE

1997 KENNETH GOLDING

1998 STEVE ANDREWS

1999 KATHY & LONNY BEYER

2000 RON NELSON

2001 RUTH HIBBLER

2002 BRIAN GEORGE

2003 KEITH DEMEUSE