



PARKS AND RECREATION COMMISSION

Monday, December 11, 2017

1. Call to Order - 7:30 P.M. - Petoskey City Hall Parkside Room
2. Approval of Minutes - Minutes of Monday, November 13, 2017 Meeting
3. New Business -
 - a. 2018-2022 Parks and Recreation Master Plan Status
 - b. Budget and Fees
 - c. Directors Report
4. Miscellaneous
5. Adjournment



PARKS AND RECREATION COMMISSION

November 13, 2017

A meeting of the City of Petoskey Parks and Recreation Commission was held in the City Hall Community Room, Petoskey, Michigan, on Monday, November 13, 2017. Roll was called at 7:00 P.M. and the following were:

Present: Roy Pulaski, Chairman
William Hansen, Jr.
Mike Morey
Ken Turk
Sharon Walker
Paul Schemanski

Absent: Amy McMullen

Staff: Kendall Klingelsmith, Parks and Recreation Director
Amy Tweeten, City Planner
Chris Dopp, Parks and Recreation Intern

Others Present: Justin Rashid, 1015 East Mitchell Street

Minutes Approved

Minutes of the Monday, October 9, 2017 meeting were read and approved. Motion for approval was made by Commissioner Turk, seconded by Commissioner Hansen, with all members present voting aye.

YEAS: Hansen, Morey, Pulaski, Schemanski, Turk, Walker (6)

NAYS: (0)

Public Hearing on 2018-2022 Parks and Recreation Master Plan

At this time, Commissioner Pulaski opened up the public meeting.

Amy Tweeten, City Planner, gave a PowerPoint presentation highlighting the process of the master plan, which included community priorities, popular ideas and revisions from the last master plan.

Justin Rashid, 1015 East Mitchell Street had the following comments:

- Winter Sports Park area has many children. Suggested considering developing the trail from Bay Street to the Winter Sports Park and asked the status of the rope tow.
- Supports a dog park but also wants to consider the landfill for other uses.
- Asked if there is a tree management plan included to keep trees healthy and protect park trees.

Director Klingelsmith explained that the proposed budget included a contracted forester for establishing a tree inventory and management plan. He also discussed reasoning for having the

dog park at the current landfill location that include size and limited uses of the landfill and supporting uses have been considered with dog park implementation. Klingelsmith noted there were three comments included in the meeting packet that came in electronically.

Commissioner Pulaski asked if there was any further public comment. Seeing none, he closed the public hearing.

Commissioner Schemanski made a motion, seconded by Commissioner Turk, that the Parks and Recreation Commission formally endorse the Parks and Recreation Master Plan 2018-2022 and further recommend to City Council that they consider adoption of said plan and direct City staff to submit the Parks and Recreation Master Plan 2018-2022 to the Michigan Department of Natural Resources for review and approval. The motion carried 6-0.

YEAS: Hansen, Morey, Pulaski, Schemanski, Turk, Walker (6)

NAYS: (0)

Updates

The Director gave the following updates:

- The Little Traverse Wheelway trail repair of 1,060 linear feet of trail starting at West Park eastward to the Preserve Entrance of Bay Harbor is now complete;
- The budget will be reviewed by City Council on Monday, November 20, 2017;
- Explained weather/water damage that occurred in late October to the trail behind the Wastewater Treatment Plant and the bank/outfield at Ed White Field and commented that it is hoped that City Council will approve a contract for repairs next week;
- Invited Commissioners to join the Parks and Recreation Department in the Stafford's Holiday Parade on Saturday, November 25, 2017; and
- Staff is working on a request for proposals for the Resource Center concession stand and hopes to get a dedicated concessionaire to run the area next year.

ADJOURNMENT

There being no further business to come before the Parks and Recreation Commission, the meeting was adjourned at 7:35 P.M. Motion for adjournment was made by Commissioner Morey, seconded by Commissioner Walker, with all members present voting aye.

YEAS: Hansen, Morey, Pulaski, Schemanski, Turk, Walker (6)

NAYS: (0)

The next scheduled meeting of the Parks and Recreation Commission will be held at 7:00 P.M. on Monday, December 11, 2017 in the City Hall Parkside Room.

Minutes reviewed and approved by Kendall Klingelsmith, Director of Parks and Recreation.



BOARD: Parks and Recreation Commission

MEETING DATE: December 11, 2017 **DATE PREPARED:** December 6, 2017

AGENDA SUBJECT: 2018-2022 Parks and Recreation Master Plan Status

RECOMMENDATION: Information only

City Council approved the Master Plan on December 4, 2017. Staff will be forwarding the 2018-2022 Parks and Recreation Master Plan and required support documents to the Grants Management Unit of the Michigan Department of Natural Resources for final approval. The Master Plan documents will also be forwarded to Emmet County Planning and to our Regional Clearing House Northwest Michigan Council of Governments.



BOARD: Parks and Recreation Commission

MEETING DATE: December 11, 2017 **DATE PREPARED:** December 6, 2017

AGENDA SUBJECT: 2017 Budget Approved

RECOMMENDATION: Information only

Information. Petoskey City Council, at its November 20, 2017 meeting, adopted the 2018 City Budget as recommended by staff. Magnus Park, Marina, and other miscellaneous fees were also adopted for 2018. A chart of fees is attached.

Enclosure
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Schedule of Rates and Charges
January 1, 2018

DEPARTMENT OF PARKS AND RECREATION

Magnus Park

	Daily	Monthly
Full Hookup	\$32	\$740
Electric Only	\$30	\$675

Note: Sewer drop station for non-campers = \$5.00/each time
 Showers for non-campers = \$1.00
 Firewood = \$5.00 per bundle

Marina Services

Daily Launch	\$5.00 per day
Annual Launch	\$25.00 per year
Senior Launch	\$20.00 per year
Pump Out (LOA < 60')	\$5.00 per tank
Pump Out (LOA > 60')	\$10.00 per tank
Pump Out-Seasonal Slip	Free
Block & Cube Ice	\$2.00 per bag

Marina Seasonal

30 foot Boat Slip	\$ 2,296
38 foot Boat Slip	\$ 3,091
42 foot Boat Slip	\$ 3,535
45 foot Boat Slip	\$ 3,905
60 foot Boat Slip	\$ 5,558

Note: Continuous slip holders prior to and including the year 1996 are “grandfathered” into the boat length method for rate calculation. Slip holders entering the Marina after 1996 are charged under the state endorsed slip length method of rate calculation.

The above are 2017 DNR Waterways Commission rates for seasonal boaters. The Waterways Commission will establish the 2018 rates in mid-December of 2017. The 2018 rates will be adopted at the same tier for seasonal slips - Rate 3.

Schedule of Rates and Charges
January 1, 2018

DEPARTMENT OF PARKS AND RECREATION

Marina Transient: (Daily well rental- fees per foot rounded to nearest \$1.00)

25'	\$32.00	38'	\$52.00	51'	\$75.00	64'	\$95.00
26'	\$34.00	39'	\$58.00	52'	\$77.00	65'	\$96.00
27'	\$35.00	40'	\$59.00	53'	\$78.00	66'	\$98.00
28'	\$36.00	41'	\$61.00	54'	\$80.00	67'	\$99.00
29'	\$37.00	42'	\$62.00	55'	\$81.00	68'	\$101.00
30'	\$39.00	43'	\$64.00	56'	\$83.00	69'	\$102.00
31'	\$41.00	44'	\$65.00	57'	\$84.00	70'	\$104.00
32'	\$42.00	45'	\$67.00	58'	\$86.00	71'	\$105.00
33'	\$43.00	46'	\$68.00	59'	\$87.00	72'	\$107.00
34'	\$45.00	47'	\$70.00	60'	\$89.00	73'	\$108.00
35'	\$46.00	48'	\$71.00	61'	\$90.00	74'	\$110.00
36'	\$50.00	49'	\$73.00	62'	\$92.00	75' or >	\$1.48 per foot
37'	\$51.00	50'	\$74.00	63'	\$93.00		

The DNR Waterways Commission adopts the Marina Transient rates in mid-December 2017. 2018 rates for transient boaters will be adopted by the City at the same tier as 2017 - Rate D.

Schedule of Rates and Charges
January 1, 2018

DEPARTMENT OF PARKS AND RECREATION

Parks Reservation Fees
For Gazebos, Shelters, and Special Areas

<u>Gazebos</u>	<u>Resident</u>	<u>Non-resident</u>
Sunset Park Gazebo (max. 50 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Pennsylvania Park Gazebo*		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 *Exception – Tuesdays	11:00 A.M. to 2:00 P.M.	Closed for concert series
Fridays	11:00 A.M. to 2:00 P.M. 6:00 P.M. to 9:00 P.M.	Closed for concert series Closed for concert series
 <u>Shelters/Open Space</u>	<u>Resident</u>	<u>Non-resident</u>
Bayfront Park Festival Shelter (max. 75 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Bayfront Park West (max. 150 people)*Open Space Only		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Bear River Shelter/Mitchell Street Bridge (max. 140 people)		
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Mineral Well Shelter (max. 32 people)		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 West Side Shelter (max. 32 people)		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Waterfall Area (max. 150 people)*Open Space Only		
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00

Schedule of Rates and Charges
January 1, 2018

DEPARTMENT OF PARKS AND RECREATION

Parks Reservation Fees
For Gazebos, Shelters, and Special Areas

<u>Shelters/Open Space</u>	<u>Resident</u>	<u>Non-resident</u>
Riverbend Park Pavillion (max. 75 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00

Resource Center (max. 20 people)

2-hour Reservation	\$50.00	\$75.00
Additional Hour	\$25.00	\$35.00

Winter Sports Park

Skate Rental (reduced price for schools & non-profit groups - \$2/person)	\$5.00 per person	\$5.00 per person
Hockey Rink - 1 hour block (Zamboni once)	\$25.00	\$25.00
Hockey Tournament Fee	\$500.00	\$750.00
Building Rental (off hours with 2 hour minimum)	\$75.00	\$125.00
Additional Hour	\$20.00	\$30.00
Birthday Party Rates		
Upstairs during open hours (2 tables/2 hours)	\$25.00	\$35.00
Additional Hour	\$10.00	\$15.00
Downstairs Private Room (3 hour minimum)	\$125.00	\$200.00
(Includes reduced skate rental (\$2), hockey rink exclusivity, private party room and restroom)		
Additional Hour	\$25.00	\$35.00

Sports Fields – Non-affiliated Sports Groups

Unlighted Ball Field	\$ 50.00 per fitting with a three game block
Lacrosse Field	\$150.00 per striping with a two day maximum
Soccer Field	\$150.00 per striping with a two day maximum
Volleyball Court	\$25.00 per court/day includes initial drag
Mowing	\$40.00 per mow

** Groups must provide proof of insurance and verify coverage with the City of Petoskey listed as co-insured.

Park Resources

Request for picnic tables - Specify Park Event (maximum of ten (if available))	\$50.00	\$100.00
Request for extra trash barrels (maximum of 5)	\$25.00	\$35.00
Performance Stage (up to 4 hours)	\$150.00	\$175.00
Additional Hour	\$30.00	\$40.00
P.A. System (up to 4 hours)	\$25.00	\$35.00
Street Closure	\$100.00	\$150.00
Staffing requests, if approved, will be billed at overtime rates		

Cancellation Fees

* A cancellation fee of \$25.00 will be assessed if a reservation is cancelled five days prior to the event and the full reservation fee will be assessed if the reservation is cancelled less than five days prior to the event unless the facility is closed due to weather.

** A separate \$50.00 refundable damage deposit is required with payment at time of reservation.