

Village of Grand Beach
Parks and Recreation Committee Meeting

March 6, 2019

COMMITTEE MEMBERS IN ATTENDANCE: Steve Slater (Chair); Amy Slater; Keiran McHugh; Ed Trainor; Sheila McGinnis; Ed Brandes

MEMBERS ABSENT: Blake O'Halloran; Amy Hanley

AUDIENCE RECOGNITION: Deborah Lindley;

CALL TO ORDER: by Chair Steve Slater at 6:00 pm CST

ADOPTION OF AGENDA: approved on motion made by Ed Trainor, seconded and approved

ADOPTION OF PRIOR MINUTES: On motion made by Keiran McHugh seconded and approved, the minutes of the February 6, 2019 meeting of the Committee were approved as drafted without modification;

GOALS AND OBJECTIVES REPORTS

- **Beach/Lakefront Plan:** Ed Trainor circulated for review and discussion a document he drafted regarding 'Beach/Lakefront plan for Summer of 2019). The document focused on what rules and guidelines might need to be put in place by the Village to provide for a safe, clean beach and appropriate restrictions put on outside contractors doing revetment work on the beaches for private homeowners, including the off-loading, parking and operation of their equipment. Questions and extensive discussion followed. At the conclusion of the group discussion, it was generally agreed that: i) Ed Trainor and Steve Slater would jointly reach out to local revetment contractors to ascertain whether and to what extent they were still operating under DEQ work permits for additional revetment work on the lakefront; ii) Steve Slater would check with Mary Robertson (Clerk) to ascertain what, if any, Village-imposed rules and guidelines were already in place for contractor revetment work on the beaches, and report back; iii) Ed Trainor was requested to do a preliminary draft of appropriate operating rules and restrictions to be imposed by the Village upon revetment contractors for any work on the lakefront this spring and summer; and iv) Ed Trainor was also asked to compile a draft comprehensive checklist for Village maintenance staff to check off in their periodic inspections of the beach fronts this summer.
- **Pickleball Courts:** No updates available
- **Additional Park Plan:** No specific updates; By agreement of the Committee, it was decided that Amy Slater would take the lead on this initiative. Chair Steve Slater indicated that the overarching goal for this was to develop some goals and plans that could be implemented in 2020 and 2021 fiscal years;

- **Complete 5 Year Plan Rewrite:** Steve Slater reported that the proposal submitted by the Abonmarche firm for assisting the Village in the updating of its current 5 year plan by December 2019, was accepted at the last meeting of the Village Board.
- **White Creek Mitigation:** No updates available
- **Grant Efforts:** Steve Slater reported back on his attendance on a recent local grant-writing workshop; He also stated that as with the Additional Park Plan initiative, he wanted to develop a reservoir of plans for small and large projects that would be viable for periodic grant requests from various local and state donor sources.
- **42 Acres – Communication & Fundraising Plan:** Sheila McGinnis reported out that an additional \$58,000 grant for this initiative was available for the Village through the Pokagan Fund on a two-for-one matching basis. She also indicated that taking into account the recent Pokagan donation, the overarching goal to raise the necessary funds to complete the acquisition of the 42 acres, was approximately \$300,000. She said the exact number of the goal was difficult to ascertain now because it depended upon the results of some fair market appraisals that were in the pipeline. After extensive discussion about various fundraising ideas and methods, Steve Slater requested that Sheila and Amy Slater and any others they wanted to recruit (either on or off the Parks & Recreation Committee, including but not limited to Deborah Lindley) to convene a separate meeting for generating ideas and plans around a special event and outreach to all current Village residents.
- **42 Acres – DEQ Submittals:** Steve Slater promised to follow up with Mario at the McKenna firm regarding any open documentation issues connected with the close-out of the Village’s successful \$2.4 Million grant application with the State of Michigan Department of Natural Resources Trust Fund agency.

UNFINISHED BUSINESS:

1. **Open Meeting Act Guidelines:** Steve Slater provided the Committee with a brief summary of the legal requirements of the Open Meeting Act Guidelines, as they pertain to the ongoing work of the Parks and Recreation Committee. He reminded the Committee members present that any four (4) members of the Committee meeting together for any reason at any time and discussing Committee matters, are sufficient to trigger the advance notice and public meeting requirements of the Open Meeting Act. He also reminded them of the potential sanctions and penalties associated with a violation of the Act by any individual Committee members. In conclusion, he emphasized that all Committee members should be particularly careful in their interactions about Committee business outside of official meetings of the Committee.
2. **Grant Writing Workshop Report – Local Grant Opportunities**
 - a. **Pokagon Update:** provided by audience member Deborah Lindley and previously noted in the above-referenced segment on ‘42 Acres—Communication and Fundraising’.

- b. Other Opportunities:** Audience member Deborah Lindley reminded the Committee that the Village currently has a \$20,000 credit for Chikaming services which might be utilized for future grant-writing opportunities.

- 3. Idea/Wish List:** Steve Slater reminded all present regarding the existence of the List and the need for all to periodically consult it in their work for the Committee and add new ideas for plans and improvements as they arose from time to time.

- 4. P & R Efforts—Rights and Responsibilities as Committee Members:** Steve also formally cautioned all Committee members that as they go about their duties on behalf of the Committee, it was important that they check first with Steve, Deborah, or Blake before Committee members reached out to third parties outside the Village.

NEW BUSINESS

- 1. Review of 6 Year Capital Plan:** Steve Slater distributed a draft spreadsheet for discussion and comment. The spreadsheet represented Village annual budget allocations for Parks & Recreation going back 3 years in the past, and projected 4 years into the future. The spreadsheet also depicted Steve's proposed Parks & Recreation budget strategy for the upcoming 2020 annual budget preparation cycle. He cautioned that the budget numbers were preliminary and that the final allocation of Village budget dollars attributable to Parks & Recreation initiatives in the 2020 Village budget, were subject to all the variables and uncertainties and restrictions regarding the outcome of the annual budget process. Further discussion and comments followed Steve's presentation.
- 2. Upcoming:**
 - a. Next Meeting: April 10 @ 5 pm CST**
 - b. Facility Tour:** Postponed by agreement to **April 13 @10 am CST** – Meet at Village Hall

AUDIENCE RECOGNITION: Steve Slater (Chair) recognized Deborah Lindley who provided input throughout the meeting on various topics of discussion.

CORRESPONDENCE: N/A

ADJOURNMENT: On motion made by Sheila McGinnis, seconded and approved at 7:30 pm (Central)

Respectfully Submitted: Edward P. Brandes; Meeting Secretary