

**CITY OF CHEBOYGAN PARKS AND RECREATION COMMISSION
MINUTES APRIL 2021 MEETING (virtual)**

Wednesday, APRIL 21, 2021 at 6pm

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CALL TO ORDER: Tom Eustice, City Manager and Commission Secretary called the meeting to order at 6:02pm.

ROLL CALL: Rieger, present; Stempky, present; Martin, present; Lalonde, Present; Eustice, absent; Clouser, present; Schulz, present.

APPROVAL OF AGENDA: Schulz added item #3 under New Business to discuss funding the State of Michigan is getting from the American Recovery Act and the allocation plan. Lalonde made a motion to approve with support from Stempky. All in favor with none opposed. The agenda with addition is approved.

COMMITTEE REPORTS: Schulz explained the committee approach that has been discussed since December based on the fact that the trails committee is very well attended and has begun to talk about issues that fall under other goals in the city's 5-Year Recreation Plan. Because of this, the commission seeks a representative to lead a committee that will work toward each of the four goals in the plan. If a volunteer has already adopted a goal/committee, their name is indicated in parentheses next to the goal.

1. **Maintenance & Development (Kate Schulz):** Assessment of Recreational Assets & Prioritize Projects. Trailhead, Washington Park, Water Street Park, Ball Fields, etc. Kate suggested adding the bike route from Coast Guard Drive, to the State Park using the new bike route.
2. **Program Coordination & Common Registration Platform (TBD):** Tom talked to officers representing the hockey association and they were interested. We have not reached out or heard back from any other groups to see if they would be willing and/or interested in having all programs listed in one place with one way to register so that sports, library programs, opera house programs, art park programs, are easy to access all in one place. Families/individuals could create an account and then register for whatever they are interested in.
3. **Trail Town Master Plan (TBD):** Last meeting was Thursday, April 8. There are new signs going in on the North Central State Trail provided by the DNR.
4. **Recreation Authority (Tony Eustice):** Kate stated she has not talked to Matt (LIAA Consultant) again. At the last meeting we discussed waiting until the recreation commission has a new city council liaison. Tom stated that the city is still working to get a

new council person. Interested individuals can petition or show interest through the 22nd and after the new person is on council the mayor will make a new appointment who may or may not be the new liaison to the recreation commission. There are 3 potential candidates. Letters of interest should be sent to City Clerk/Treasurer, Bridget Brown. Kate stated that the presentation is the same as it was in 2011, so we can just view the presentation as a commission, develop a list of questions, and work from there, bringing consulting in as needed. All meetings are open to the public; for this meeting representatives who may be interested from the school-district and neighboring townships who are interested in improving facilities and access to recreational opportunities will be invited to learn more.

OLD BUSINESS

- 1. Approval of Previous Minutes:** The minutes of the March 17, 2021 meeting were provided as attachment to the meeting announcement. Schulz called for motion. There was no discussion Rieger made a motion to approve. Lalonde gave support. All votes in favor with none opposed. The minutes of the March 17, 2021 meeting are approved.
- 2. DNR Land Trust Fishing Piers Project:** City Manager Tom Eustice reported that he just met with Bill Sanders this afternoon. Contractor RFP is going out soon, hopefully by the first week of May. Local company Ryba marine is interested in bidding the job. The Great Lakes Fisheries Trust and DNR Land Trust funding have been approved. Depending on contractor(s) approval, the plan is to begin in mid-to-late July and be finished by September. The plan was originally for 7 fishing piers, we are now planning for 2 with a paved trail to the piers.
- 3. Recreation Passport Application** (submitted March 31, 2021): Kate reported that the application is missing items. Everything has to be in by May 15. Tom and Kate will review and make sure that all items are submitted on time.

NEW BUSINESS

- 1. City Council Liaison:** See item #4 under committee reports. This was discussed under the goal/committee to establish a Recreation Authority.
- 2. Recreation Authority Presentation:** Presentation has been rescheduled for the May meeting. The commission will view the 2011 presentation and develop a strategy, list of questions, and action items.
- 3. American Recovery Act After School and School Enrichment Programs:** Schulz explained that one of the items the State of Michigan is allocating money for is after school enrichment for extended school day and summer programs; it looks like this is funding that the school district would have to apply for. Schulz stated that she is sensitive to asking the school to take on more responsibility, but would like to propose a partnership between the school (who would likely have to apply for the funding), the city (who has the facilities to provide enrichment programs), and community partners such as MSU Extension. City Manager Tom Eustice talked about programs that used to be available through parks and rec during the summer. Tom and Scott Hancock, Parks and Recreation Director, would be very supportive of working in partnership with Cheboygan County MSU Extension 4-H programs, and the school to implement enrichment

programs after school and *over* the summer. Scott explained that buildings/facilities could be available during the summer and after school until 5:30pm. Community partners may be interested in providing the programming, staffing, registration, etc. but will just need space to host such a program. The school might also be interested in encouraging students to participate in enrichment activities through the PAC. School resources might be helpful with food and transportation pieces using Rogers City Parks and Rec/4H/School partnership as an example/model to follow. The Cheboygan Youth Center programs could be brought in or run adjacent to any programming to make sure that all age groups are engaged. Best practices for engagement programs include a data sharing agreement and memorandum of understanding that would have to be developed between all entities working together to bring new programs in.

STAFF REPORT

Director Hancock reported that the leaking new roof issue was due to condensation. Graffiti at Gordon Turner has been painted over, this happens about once or twice a year. Elevator on the east side of the footbridge *over* the river was rusting, bricks have been painted. All bathrooms have been sanitized and will be open on Friday. They were open at Washington Park last weekend for the craft show. Trash cans are out at ball fields. Parks are all ready to be cut. Department is excited to have Little League going again this year. Special Olympics sign ups have started, so hopefully that will move forward with Covid precautions. Boys and Girls nights are cancelled because the groups were very small with only 2-3 kids.

City Manager Tom Eustice reported on the meeting he had with officers of Hockey Association. At the meeting Mr. Eustice discussed recreational assets, and the maintenance and development plan that is part of this meeting. The group was open to the coordination and development of a better plan. The biggest issue with the ice pavilion arena is funding and the operating deficit that has been made worse this past year due to Covid; the American Recovery Act funding will offset the revenue lost due to the hockey season. Going forward there is about a \$35,000 per year short fall in operations. Something different needs to be done.

City Council is considering moving the operation into the general fund as part of Parks and Recreation, out of the enterprise account which is not sustainable. The council is considering levying special assessments for police and fire. 42% of the general fund goes to police and fire, by funding (2 mills) more money would be freed up to go toward recreation. Decisions must be made by FYE 6/30/2021. Schulz requested a business plan or model before a millage was requested because we have so many recreational and other assets and they all need to be managed better. Schulz added that before voters are asked to adopt this 'sinking ship' as part of a general fund, the city needs to develop a business plan that includes how revenue is going to be generated to offset or reverse the deficit, how programs are going to be better promoted and marketed and possibly establishing a fee structure for use of city services and facilities adding that there will have to be staff dedicated to managing fee-for-service and revenue generating activities, and that staff person should not be clerk-treasurer Bridget Brown who already has many jobs/tasks to complete. The city needs a better plan.

Mr. Eustice replied that there will be a finance committee meeting in about three weeks and this could be discussed at this time. Stempky recommended Schulz participate in that meeting. Schulz stated she would participate if invited.

COMMISSIONER COMMENTS

Rieger reported that there are plans to install quite a few art pieces in the area of the Children's Trail including an art installation of the Coast Guard cutter that was formerly at Ottawa Art Park. The installation will be refurbished and go in the vicinity of the old sawdust pile. A Butterfly statue will also be going in.

Schulz asked if any commissioners know if anyone from Little League will be doing a clean up day or if they would want to recruit volunteers for Shine Up Day; Stempky stated she would ask. Schulz also asked Stempky to update the list of recreation sites/parks/trails that could have trash picked up as discussed at the beginning of the meeting including the bike route from downtown to Cheboygan State Park via Coast Guard Drive..

Schulz asked anyone that has contacts or involvement in recreational programs (not just sports, but library/education, opera house/culture etc.) discuss interest in getting a common platform for registration and program information.

PUBLIC COMMENT

No comment.

ADJOURNMENT: Lalonde made a motion to adjourn. Meeting adjourned at 7:07pm.

NEXT MEETING MAY 19 will be in person at City Council with the same Zoom link available for people that cannot participate in person (a hybrid meeting). We will do the PowerPoint Slide Presentation on Recreation Authority. The meeting will be hybrid, with commissioners present in council chambers and Zoom available also. Tom will send Kate the slide deck. Mr. Eustice will be with us and the mayor/council will be invited as well to learn about Recreation Authorities.

ATTACHMENTS TO BE SENT WITH MINUTES:

- DNR Signage for Northcentral State Trail
- Presentation on New Recreational Authorities Act (2011)

Approval of Minutes: Motion to approve was made on the regular commission meeting on (date)_____by Commissioner _____ with support from Commissioner_____ with () Commissioners in favor and () Commissioners opposed.

These minutes were approved by the Parks and Recreation Commission on 2/16/2022. Some board members that attended the 4/21/2021 meeting are no longer serving on the Parks and Recreation Commission