



PARKS AND RECREATION COMMISSION

April 11, 2022

1. Call to Order – 7:00 P.M., City Hall Community Room
2. Approval of Minutes – Minutes of Monday, February 14, 2022 Meeting
3. Approval of Agenda as Presented
4. New Business
 - a. Glenn H. Casey Award Nomination Discussion
 - b. Presentation of the 2021 Annual Parks and Recreation Participation Report
 - c. Review and Consider for Approval the Bear Creek and Resort Township Participation Agreements for 2022
 - d. Directors Report
 - a. Upcoming Grant Funding Opportunities
5. Public Comment: This is an opportunity for the public to comment on items not on the meeting agenda
6. Commissioner Comments
7. Adjournment



PARKS AND RECREATION COMMISSION

February 14, 2022

A meeting of the City of Petoskey Parks and Recreation Commission was held at Petoskey City Hall Kilborn Room, on Monday, February 14, 2022. Roll was called at 7:00 P.M. and the following were:

Present: Ken Turk, Chairperson
Jerry Bush
Paul Schemanski
Sharon Walker
Cody Wilcox

Absent with Notification: Jennifer Buchanan
Jon Terry

Staff: Kendall Klingelsmith, Parks and Recreation Director

Minutes Approved

Minutes of the Monday, January 10, 2022 meeting were read and approved. A motion for approval was made by Commissioner Bush, seconded by Commissioner Wilcox, with all members present voting aye.

YEAS: Bush, Schemanski, Turk, Walker, Wilcox, (5)
NAYS: (0)

The agenda was approved without any changes. A motion for approval was made by Commissioner Schemanski, seconded by Commissioner Wilcox, with all members present voting aye.

YEAS: Bush, Schemanski, Turk, Walker, Wilcox, (5)
NAYS: (0)

New Business

Directors Report

Director Klingelsmith mentioned the tree planting contract was approved by City Council. David Hoffman Landscaping was the only contractor to bid. Hoffman has had the tree bid for the last four years and is a quality contractor. The bid was for 80 trees for a total of \$35,190. A mix of native along with a few proven species will be planted this spring.

The Solanus Mission Beach project is moving forward. The Department of Energy, Great Lakes and Environment (EGLE) issued the press release with the awarded projects. The City was awarded \$112,500 with a 50% match to improve access to the beach area. Staff is working with Beckett and Raeder to finalize specifications for a spring bid with construction and completion taking place in the fall.

The Winter Sports Park Ice Rink project will require an estimated \$500,000 for new concrete, drainage and hockey dasher boards. Grant research and fundraising will occur to get the funds before the project begins.

The Festival Area Shelter Roof Replacement bid opening will be held at 2:00 P.M. on Tuesday, February 15. The bid is for removal and replacement of a new standing seam metal roof that will match the Bear River Shelter. The City has budgeted \$30,000 through the Capital Improvements Plan and hopes the bids come in within the budgeted amount.

Recreation program planning for spring and summer are underway. Staff is working on getting the program brochure out to the public, as was previous procedure prior to 2020. Archery is a new program that will likely be rolled out in the fall. Day camp will again play an important role in the community.

Lastly, the Department of Parks and Recreation has a full-time posted position and is also looking for seasonal workers. Pay has been increased to \$15/hour for most positions. Hopefully it will attract candidates to work in the parks.

Public Comment

No public comments were received.

Miscellaneous

Commissioner Walker indicated she is working with the garden club for the Children's Garden in Arlington Park.

Paul Schemanski inquired about the City Manager search.

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 Walker, seconded by Commissioner Wilcox, with all members present voting aye.

YEAS: Bush, Schemanski, Turk, Walker, Wilcox, (5)

NAYS: (0)

The next scheduled meeting of the Parks and Recreation Commission will be held at 7:00 P.M. on Monday, March 14, 2022. The meeting will be held in the Community Room at Petoskey City Hall.

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



BOARD: Parks and Recreation Commission

MEETING DATE: April 11, 2022 **DATE PREPARED:** April 6, 2022

AGENDA SUBJECT: Begin Selection Process for the 2021 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. **Bill Hansen Jr. and Bill and Carol’s Party Store** were the recipients of the 2020 award.

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

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

Selection: Commission members will be asked to formally select the recipient of the 2021 Glenn H. Casey Award. The Director of Parks and Recreation will schedule a presentation of the award for May 2022.

kk
Enclosure

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

1986 GARY PELTIER

1987 WILLIAM STEFFEL

1988 MIKE DEWITT

1989 CONNIE VORENKAMP

1990 TROY GOODRICH

1991 DICK NELSON

1992 JOHN & BETTY BRECHEISEN

1993 MARGARET RUEMENAPP

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

2004 FRANK LAMBERTI

2005 MATT BERGER

2006 ROY HARVEY

2007 PAULA BEYER

2008 PAM HODGE

2009 PETE WOOTERS

2010 PAUL REED

2011 GARY HUNTER

2012 GEORGE NEWSON

2013 JACK TAYLOR

2014 DREE LO

2015 DAVE HANSEN

2016 DICK HARBAUGH

2017 AL HANSEN

2018 KAREN FLYNN

2019 DENNIS & KAREN STARKEY

2020 BILL HANSEN JR./BILL & CAROL'S



BOARD: Parks and Recreation Commission

MEETING DATE: April 11, 2022 **PREPARED:** April 5, 2022

AGENDA SUBJECT: Presentation of the 2021 Participation Report

RECOMMENDATION: Review and consider for approval

Background. The 2021 Parks and Recreation Annual Participation Report, as prepared by City staff, includes a numeric summary of program participants as well as a narrative description highlighting programs and trends. The Director of the Department of Parks and Recreation along with the Recreation Coordinator will review the report with Commission members. (Report Attached)

Action. That Parks and Recreation Commission members consider approval of the 2021 Annual Participation Report.

kk
Enclosure

**2021
ANNUAL PARTICIPATION REPORT**

		BEAR					2021	2020
ACTIVITY	CITY	CREEK	RESORT	SPRING	OTHER	UNK	TOTALS	TOTALS
BASKETBALL: MENS	0	0	0	0	0	0	0	0
BASKETBALL: BOYS	0	0	0	0	0	0	0	49
BASKETBALL: GIRLS	0	0	0	0	0	0	0	25
DAY CAMP	56	54	60	26	63	0	259	248
DISC GOLF TOURNEY (1)	0	0	0	0	0	0	0	0
FLAG FOOTBALL	14	14	8	11	12	0	59	37
OTHER(SAILING/BOWL/FUN RUN/CORN)	0	0	0	0	0	0	0	20
LITTLE LEAGUE	47	60	41	36	59	0	243	0
SKATE: FIGURE	12	5	12	3	3	0	35	28
SKATE: SPEED	4	1	2	0	9	0	16	16
SKIING	0	0	0	0	0	0	0	55
SNOWBOARD	0	0	0	0	0	0	0	15
SOCCER: SPRING	26	36	18	6	21	0	107	0
SOCCER: FALL	27	34	18	6	28	0	113	37
SOCCER: WOMEN	17	15	2	1	11	0	46	0
SOCCER: ACADEMY / CAMPS	45	38	22	9	32	0	146	0
SOFTBALL-MAJORS	7	7	6	3	10	0	33	0
SOFTBALL-MINORS	8	7	6	4	11	0	36	0
SOFTBALL: WOMEN	4	12	1	7	51	0	75	80
SOFTBALL: CHURCH LEAGUE	28	22	10	11	98	0	169	0
SOFTBALL: MEN	9	12	5	1	44	0	71	56
TEE BALL	21	14	8	7	12	0	62	0
TENNIS	83	80	35	27	67	0	292	47
VOLLEYBALL: WOMEN	13	12	3	1	43	0	72	83
VOLLEYBALL: SAND/COED	7	10	3	1	16	0	37	37
VOLLEYBALL: SAND DIG TOURNAMENT	0	0	0	0	0	0	0	0
VOLLEYBALL : YOUTH	9	23	4	10	14	0	60	37
WRESTLING	4	8	4	0	7	0	23	0
LACROSSE	0	0	0	0	0	0	0	0
TOTALS	441	464	268	170	611	0	1,954	870

PERCENTAGES:

	22.57%	23.75%	13.72%	8.70%	31.27%	0.00%	100.00%	
--	--------	--------	--------	-------	--------	-------	---------	--

2021
COMPARISON OF PARTICIPATION FIGURES

YEAR	CITY		BEAR CREEK		RESORT		SPRINGVALE		OTHER		UNKNOWN		TOTAL
1987	1,129	44.00%	538	21.00%	352	14.00%	96	4.00%	423	17.00%			2,538
1988	1,008	41.00%	534	22.00%	382	15.00%	99	4.00%	452	18.00%			2,475
1989	1,188	45.00%	480	18.00%	412	16.00%	124	5.00%	419	16.00%			2,623
1990	1,168	40.00%	635	22.00%	405	14.00%	150	5.00%	573	19.00%			2,931
1991	1,061	37.00%	631	22.00%	397	14.00%	119	4.00%	640	23.00%			2,848
1992	1,055	38.00%	587	21.00%	425	15.00%	139	5.00%	566	20.00%			2,771
1993	1,312	39.00%	690	20.00%	571	17.00%	187	5.00%	636	19.00%			3,396
1994	1,487	40.00%	809	22.00%	561	15.00%	207	6.00%	630	17.00%			3,694
1995	1,558	41.00%	838	22.00%	596	15.50%	216	5.50%	605	16.00%			3,813
1996	1,430	37.50%	914	24.00%	625	16.50%	222	6.00%	599	16.00%			3,790
1997	1,356	39.50%	793	23.00%	533	15.50%	188	5.00%	587	17.00%			3,427
1998	1,206	36.00%	815	24.00%	517	15.00%	183	5.50%	660	19.50%			3,381
1999	1,224	39.00%	770	25.00%	475	15.00%	139	5.00%	501	16.00%			3,109
2000	1,088	33.00%	1,005	30.00%	494	15.00%	140	4.00%	585	18.00%			3,268
2001	1,021	28.00%	1,066	29.00%	473	13.00%	187	5.00%	936	25.00%			3,683
2002	1,085	30.00%	1,084	30.00%	421	12.00%	157	5.00%	801	23.00%			3,548
2003	1,047	28.50%	1,027	28.00%	423	11.50%	250	6.50%	677	18.50%	259	7.00%	3,683
2004	907	26.00%	1,027	29.50%	403	11.50%	209	6.00%	691	20.00%	233	7.00%	3,470
2005	716	22.00%	927	28.00%	366	11.00%	236	7.00%	679	20.50%	382	11.50%	3,306
2006	693	22.00%	884	28.00%	352	11.00%	263	8.00%	621	20.00%	340	11.00%	3,153
2007	687	22.60%	816	27.00%	295	9.70%	260	8.50%	695	23.00%	279	9.20%	3,032
2008	754	26.00%	792	27.00%	378	13.00%	244	8.00%	636	22.00%	108	4.00%	2,912
2009	725	22.00%	985	29.00%	466	14.00%	251	7.00%	778	23.00%	169	5.00%	3,374
2010	757	21.50%	1,031	28.80%	460	12.85%	293	8.18%	994	27.77%	46	1.28%	3,580
2011	762	21.69%	974	27.73%	481	13.68%	315	8.95%	907	25.82%	75	2.13%	3,513
2012	716	21.25%	913	27.09%	471	13.98%	304	9.02%	902	26.77%	64	1.90%	3,326
2013	762	22.33%	980	28.72%	428	12.54%	259	7.59%	953	27.93%	30	0.88%	3,412
2014	788	22.25%	969	27.37%	449	12.68%	320	9.04%	948	26.77%	67	1.89%	3,541
2015	744	21.26%	885	25.29%	440	12.57%	310	8.86%	1,047	29.91%	74	2.11%	3,500
2016	760	21.92%	911	26.28%	418	12.06%	294	8.48%	1,024	29.54%	60	1.73%	3,467
2017	700	20.14%	968	27.85%	439	12.63%	303	8.72%	1,066	30.67%	0	0.00%	3,476
2018	706	21.56%	850	25.95%	458	13.98%	290	8.85%	971	29.65%	0	0.00%	3,275
2019	779	23.70%	817	24.86%	435	13.23%	278	8.46%	978	29.75%	0	0.00%	3,287
2020	149	17.13%	198	22.76%	132	15.17%	71	8.16%	320	36.78%	0	0.00%	870
2021	441	22.57%	464	23.75%	268	13.72%	170	8.70%	611	31.27%	0	0.00%	1,954



BOARD: Parks and Recreation Commission

MEETING DATE: April 11, 2022 **DATE PREPARED:** April 6, 2022

AGENDA SUBJECT: Presentation of 2022 Recreational Agreements

- Bear Creek Township
- Resort Township

RECOMMENDATION: Review and consider approval of agreements

Background. The City of Petoskey and the Townships of Bear Creek and Resort have recognized the need for and the benefits of shared recreational programming and have entered into recreational agreements to provide this service for their respective residents for a number of years.

Provisions of these agreements state that all residents of Bear Creek and Resort Townships who participate in City provided or hosted recreational programs will not pay outside residency fees. In return, the townships share in the recreational program costs based upon the percentage of residents participating in the programs.

Overview. City staff has prepared standard agreements for 2022 based upon the actual program expenses and 2021 participation figures.

2022 Agreement Cost for ***Bear Creek Township***
based upon 24% participation **\$42,787**

2022 Agreement Cost for ***Resort Township***
based upon 14% participation **\$24,959**

A copy of each agreement is attached for review by the Commission. Commission will be asked to consider approval of the Township Agreements and recommend that the agreements be forwarded to the respective townships along with the 2021 Annual Participation Report.

kk
Enclosure



City of Petoskey

Department of Parks and Recreation

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

2022 RECREATIONAL CONTRACT BILLINGS FOR YEAR 2021

2021 Total Recreational Expense **\$269,273**

2021 Revenues:

Recreation	\$155,669
Field Maintenance Fees	\$ 9,820
Less Twps. Payments for 2021	<u>\$(74,498)</u>

Total Adjusted Revenue \$ 90,991

Expenditures Less Revenue \$178,282

2022 Township billing based on percentage of program participants in 2021:

Bear Creek Township @ 24% of \$178,282 = \$42,787

**BEAR CREEK TOWNSHIP
PARTICIPATION AGREEMENT**

THIS AGREEMENT, made this _____ day of _____, 2022 by and between the City of Petoskey, a Michigan Municipal Corporation, 101 East Lake Street, Petoskey, Michigan, hereinafter referred to as "CITY", and the Township of Bear Creek, a Michigan Municipal Corporation, 373 Division Road, Petoskey, Michigan, hereinafter referred to as "TOWNSHIP", is in reference to the following:

WHEREAS, the CITY has, for a number of years, provided an extensive recreation program, both summer and winter, which a substantial number of TOWNSHIP residents have participated in; and

WHEREAS, CITY and TOWNSHIP recognize the merit of cost sharing in such recreation programs and TOWNSHIP desires to pay its fair share of the cost of such programs based on the amount of participation by TOWNSHIP residents;

NOW, THEREFORE, in consideration of the participation of TOWNSHIP residents in the complete recreation program operated by the CITY, the parties agree as follows:

- (1) TOWNSHIP will pay to the CITY the sum of **\$42,787** payable to the City of Petoskey by July 1, 2022. (Description to be modified based on Parks and Recreation Commission Recommended Scenario)
- (2) TOWNSHIP residents, both children and adults, will have access to and may participate in all CITY recreation programs in the same manner as if they were residents of the CITY.
- (3) CITY will maintain records of participation for all recreation programs in 2022 as a basis for determining similar charges for 2022, but the TOWNSHIP is not obliged in any way to participate in any future years.

IN WITNESS THEREOF, the parties hereto have set their hands on the day and year first above written.

WITNESS:

CITY OF PETOSKEY

Alan Terry, Interim City Manager

Kendall Klingelsmith, Director
Parks and Recreation

TOWNSHIP OF BEAR CREEK

Dennis Keiser, Supervisor



City of Petoskey

Department of Parks and Recreation

101 East Lake Street, Petoskey, Michigan 49770 • 231 347-2500 • Fax 231 348-0350

2022 RECREATIONAL CONTRACT BILLINGS FOR YEAR 2021

2021 Total Recreational Expense **\$269,273**

2021 Revenues:

Recreation	\$155,669
Field Maintenance Fees	\$ 9,820
Less Twps. Payments for 2021	<u>\$(74,498)</u>

Total Adjusted Revenue \$ 90,991

Expenditures Less Revenue \$178,282

2022 Township billing based on percentage of program participants in 2021:

Resort Township @ 14% of \$178,282 = \$24,959

**RESORT TOWNSHIP
PARTICIPATION AGREEMENT**

THIS AGREEMENT, made this _____ day of _____, 2022 by and between the City of Petoskey, a Michigan Municipal Corporation, 101 East Lake Street, Petoskey, Michigan, hereinafter referred to as "CITY", and the Township of Resort, a Michigan Municipal Corporation, 2232 Resort Pike Road, Petoskey, Michigan, hereinafter referred to as "TOWNSHIP", is in reference to the following:

WHEREAS, the CITY has, for a number of years, provided an extensive recreation program, both summer and winter, which a substantial number of TOWNSHIP residents have participated in; and

WHEREAS, CITY and TOWNSHIP recognize the merit of cost sharing in such recreation programs and TOWNSHIP desires to pay its fair share of the cost of such programs based on the amount of participation by TOWNSHIP residents;

NOW, THEREFORE, in consideration of the participation of TOWNSHIP residents in the complete recreation program operated by the CITY, the parties agree as follows:

- (1) TOWNSHIP will pay to the CITY the sum of **\$24,959** payable to the City of Petoskey by July 1, 2022. (Description to be modified based on Parks and Recreation Commission Recommended Scenario)
- (2) TOWNSHIP residents, both children and adults, will have access to and may participate in all CITY recreation programs in the same manner as if they were residents of the CITY.
- (3) CITY will maintain records of participation for all recreation programs in 2022 as a basis for determining similar charges for 2022, but the TOWNSHIP is not obliged in any way to participate in any future years.

IN WITNESS THEREOF, the parties hereto have set their hands on the day and year first above written.

WITNESS:

CITY OF PETOSKEY

Alan Terry, Interim City Manager

Kendall Klingelsmith, Director
Parks and Recreation

TOWNSHIP OF BEAR CREEK

Dennis Keiser, Supervisor