



PARKS AND RECREATION COMMISSION

April 10, 2023

1. Call to Order – 6:00 P.M., City Hall Community Room
2. Approval of Minutes – Minutes of Monday, March 13, 2023 Meeting
3. Approval of Agenda as Presented
4. New Business
 - a. Glenn H. Casey Award Nomination Discussion
 - b. Presentation of the 2022 Annual Parks and Recreation Participation Report
 - c. Review and Consider for Approval the Bear Creek and Resort Township Participation Agreements for 2023
 - d. Directors Report
 - a. Marina Fuel Tank
 - b. Clocktower
 - c. Arboretum
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

March 13, 2023

A meeting of the City of Petoskey Parks and Recreation Commission was held at Petoskey City Hall Council Chambers, on Monday, March 13, 2023. Roll was called at 6:02 P.M. and the following were:

Present: Ken Turk, Chairperson
Jennifer Buchanan, Vice Chairperson
Jerry Bush
Suzanne Coveyou
Jon Terry
Sharon Walker
Cody Wilcox

Staff: Kendall Klingelsmith, Parks and Recreation Director

Others: Sandy Selden, Petoskey Area Garden Club

Minutes Approved

Minutes of the Monday, February 13, 2023 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: Buchanan, Bush, Coveyou, Terry, Turk, Walker, Wilcox (7)

NAYS: (0)

The agenda was approved with a motion for approval made by Commissioner Wilcox, seconded by Commissioner Walker, with all members present voting aye.

YEAS: Buchanan, Bush, Coveyou, Terry, Turk, Walker, Wilcox (7)

NAYS: (0)

New Business

Presentation on the proposed Children's Garden at Arlington Park

Director Klingelsmith introduced Sandy Selden, Petoskey Area Garden Club, who educated the Commission on the history of the project. Mrs. Selden introduced Tim Knutsen, Landscape Architect from Beckett and Raeder, who went through the features of the concept.

The Commissioners enjoyed and appreciated the thought process, particularly the Native American cultural references, of the project and are excited about the next steps.

Directors Report

Director Klingelsmith invited the Commissioners to participate either by volunteering or bringing the family to the Easter Egg hunt on April 8th at 10:00 A.M. The City and Emmet County have been discussing sharing resources for community events and this will be the first one of hopefully many more.

The League of Women Voters is hosting an Arbor Day Celebration on May 13th from 1:00 P.M. to 4:00 P.M. at the Winter Sports Park. The event will have arts and crafts and educational components on tree care, maintenance, species and disease identification by a local forester. This celebration will be highlighted as part of the Tree City, USA certification.

Reminder of the Glenn H. Casey nominations in April. Zach Yonker from the Petoskey Youth Soccer Association and Josh Swiss who is involved with the Petoskey High School wrestling were carry over candidates from 2022.

Public Comment

Keith Munson, 1041 Waukazoo Avenue, spoke against the Winter Sports Park All Season Pavilion and would rather see resources put toward the rope tow.

Nancy Dwan, 1004 Waukazoo Avenue, indicated her disappointment in the short season at the Winter Sports Park and also petitioned the Commission to support a "Citizen Tree Committee."

Linda Guthrie, 611 Harvey Street, and a representative of the Emmet County Master Gardeners identified a tree species in the tree bid that she thinks is not a good choice.

Commissioner Comments

Commissioner Coveyou expressed her excitement about the Community Garden and wondered if it could be shared with the Commission.

Commissioner Wilcox likes the Children's Garden concept and thanked the group for their efforts.

Commissioner Terry, speaking on behalf of himself, feels the Winter Sports Park is a gem for Petoskey and is happy to see improvements. He expressed the investment by the City into the park and does not feel there is enough support for a focus on the ski tow at this point. However, it could be a priority in the future.

Commissioner Walker thanked Ms. Selden and the Garden Club for their vision of the Children's Garden.

Commissioner Turk feels the Children's Garden is a fantastic use of space at Arlington Park.

Adjournment

There being no further business to come before the Parks and Recreation Commission, the meeting was adjourned at 7:16 P.M. Motion for adjournment was made by Commissioner Walker, seconded by Commissioner Buchanan, with all members present voting aye.

YEAS: Buchanan, Bush, Coveyou, Terry, Turk, Walker, Wilcox (7)

NAYS: (0)

The next scheduled meeting of the Parks and Recreation Commission will be held at 6:00 P.M. on Monday, April 10, 2023. The meeting will be held in the City 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 10, 2023 **DATE PREPARED:** April 5, 2023

AGENDA SUBJECT: Begin Selection Process for the 2022 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. **Gene Champion** was the recipient of the 2021 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 2022 Glenn H. Casey Award. The Director of Parks and Recreation will schedule a presentation of the award for May 2023.

kk
Enclosure

GLENN H. CASEY AWARD RECIPIENTS

1981 CLARK KETCHUM	2004 FRANK LAMBERTI
1982 RICHARD HARBAUGH JIM HARRIS	2005 MATT BERGER
1983 BILL & CAROL HANSEN DAVE ROSS JOHN HOFFMAN	2006 ROY HARVEY
1984 BILL HEWITT	2007 PAULA BEYER
1985 WILL SHOMIN	2008 PAM HODGE
1986 GARY PELTIER	2009 PETE WOOTERS
1987 WILLIAM STEFFEL	2010 PAUL REED
1988 MIKE DEWITT	2011 GARY HUNTER
1989 CONNIE VORENKAMP	2012 GEORGE NEWSON
1990 TROY GOODRICH	2013 JACK TAYLOR
1991 DICK NELSON	2014 DREE LO
1992 JOHN & BETTY BRECHEISEN	2015 DAVE HANSEN
1993 MARGARET RUEMENAPP	2016 DICK HARBAUGH
1994 RILEY TURCOTT	2017 AL HANSEN
1995 TIM & CAROL LONDO	2018 KAREN FLYNN
1996 DONALD HAASE	2019 DENNIS & KAREN STARKEY
1997 KENNETH GOLDING	2020 BILL HANSEN JR./BILL & CAROL'S
1998 STEVE ANDREWS	2021 GENE CHAMPION
1999 KATHY & LONNY BEYER	
2000 RON NELSON	
2001 RUTH HIBBLER	
2002 BRIAN GEORGE	
2003 KEITH DEMEUSE	



BOARD: Parks and Recreation Commission

MEETING DATE: April 10, 2023

PREPARED: April 5, 2023

AGENDA SUBJECT: Presentation of the 2022 Participation Report

RECOMMENDATION: Review and consider for approval

Background. The 2022 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 2022 Annual Participation Report.

kk
Enclosure

2022
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
2022	502	20.88%	583	24.25%	341	17.45%	215	8.94%	763	31.74%	0	0.00%	2,404

**2022
ANNUAL PARTICIPATION REPORT**

		BEAR					2022	Previous
ACTIVITY	CITY	CREEK	RESORT	SPRING	OTHER	UNK	TOTALS	TOTALS
BASEBALL :TEE BALL	19	16	11	5	16	0	67	62
BASEBALL: LITTLE LEAGUE	39	63	43	26	65	0	236	243
BASKETBALL: BOYS	17	22	9	10	10	0	68	0
BASKETBALL: GIRLS	9	9	5	5	4	0	32	0
BASKETBALL: MENS (FREE OPEN GYM)	0	0	0	0	0	0	0	0
DISC GOLF TOURNEY (O)	0	0	0	0	0	0	0	0
FLAG FOOTBALL	10	20	4	10	5	0	49	59
KIDS CAMP	47	40	68	25	95	0	275	259
LACROSSE	12	16	10	9	4	0	51	0
SKATING (FIGURE)	16	12	9	6	6	0	49	35
SKATING (SPEED)	4	4	2	0	10	0	20	16
SKIING	10	9	18	4	15	0	56	0
SNOWBOARD	1	3	2	1	0	0	7	0
SOCCER: ACADEMY / CAMPS	64	52	35	15	44	0	210	146
SOCCER: FALL	32	37	16	11	15	0	111	113
SOCCER: SPRING	20	31	15	10	22	0	98	107
SOCCER: WOMEN	24	12	4	5	15	0	60	46
SOFTBALL: CHURCH LEAGUE	34	21	18	13	97	0	183	169
SOFTBALL: MAJORS	4	2	3	2	3	0	14	33
SOFTBALL: MEN	6	13	5	4	37	0	65	71
SOFTBALL: MINORS	8	6	9	6	15	0	44	36
SOFTBALL: WOMEN	5	17	1	4	39	0	66	75
TENNIS	88	116	37	23	61	0	325	292
VOLLEYBALL: INDOOR TOURNEY	2	5	1	1	29	0	38	0
VOLLEYBALL : YOUTH	4	7	1	1	18	0	31	60
VOLLEYBALL: (Coed sand league/tourney)	8	14	3	2	37	0	64	37
VOLLEYBALL: SAND DIG TOURNAMENT	3	4	2	1	52	0	62	0
VOLLEYBALL: WOMEN	10	16	4	7	45	0	82	72
WRESTLING	6	16	6	9	4	0	41	23
TOTALS	502	583	341	215	763	0	2,404	1,954

PERCENTAGES:

	20.88%	24.25%	14.18%	8.94%	31.74%	0.00%	100.00%	
--	--------	--------	--------	-------	--------	-------	---------	--



BOARD: Parks and Recreation Commission

MEETING DATE: April 10, 2023 **DATE PREPARED:** April 5, 2023

AGENDA SUBJECT: Presentation of 2023 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 2023 based upon the actual program expenses and 2022 participation figures.

2023 Agreement Cost for ***Bear Creek Township***
based upon 24% participation **\$45,190**

2023 Agreement Cost for ***Resort Township***
based upon 14% participation **\$26,361**

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 2022 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

2023 RECREATIONAL CONTRACT BILLINGS FOR YEAR 2022

2022	Total Recreational Expense		\$295,520
2022	Revenues:		
	Recreation	\$165,225	
	Field Maintenance Fees	\$ 9,747	
	Less Twps. Payments for 2022	<u>\$(67,746)</u>	
	Total Adjusted Revenue		<u>\$ 107,226</u>
	Expenditures Less Revenue		\$ 188,294

2023 Township billing based on percentage of program participants in 2022:

Bear Creek Township @ 24% of \$188,294 = \$45,190

**BEAR CREEK TOWNSHIP
PARTICIPATION AGREEMENT**

THIS AGREEMENT, made this _____ day of _____, 2023 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 **\$45,190** payable to the City of Petoskey by July 1, 2023. (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 2023 as a basis for determining similar charges for 2023, 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

Shane Horn, 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

2023 RECREATIONAL CONTRACT BILLINGS FOR YEAR 2022

2022 Total Recreational Expense **\$ 295,520**

2022 Revenues:

Recreation	\$165,225
Field Maintenance Fees	\$ 9,747
Less Twps. Payments for 2022	<u>\$(67,746)</u>

Total Adjusted Revenue **\$ 107,226**

Expenditures Less Revenue **\$ 188,294**

2023 Township billing based on percentage of program participants in 2022:

Resort Township @ 14% of \$188,294 = \$26,361

**RESORT TOWNSHIP
PARTICIPATION AGREEMENT**

THIS AGREEMENT, made this _____ day of _____, 2023 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 **\$26,361** payable to the City of Petoskey by July 1, 2023. (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 2023 as a basis for determining similar charges for 2023, 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

Shane Horn, City Manager

Kendall Klingelsmith, Director
Parks and Recreation

TOWNSHIP OF RESORT

Robert Wheaton, Supervisor