

Charter Township of Orion

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Orion Community Programs Parks and Recreation Advisory Committee November Meeting Minutes Thursday, January 22, 2014 – 6:00 P.M.

Meeting called to order at 6:08 pm.

Attendance Staff: Lisa Sokol, Community Programs Director; Jeff Stout, Operations Director; Penny Shults, Clerk Aaron Whatley is at MRPA Conference in Traverse City.

Committee in Attendance: Joan Rolwing, Greg Radyko, Logan Kaiser, Ken Grant, John Sweet

Committee Absent: Jeff Menig- absent with notice, Rob York – absent with notice, Gary Reynolds, Bill Kokenos, Steve Frye- absent with notice

Minutes for November 2013 and January 2014 will be emailed and approved at the February meeting.

Attendance Reminder: Bylaws Section 3- Members

“Any member of the Committee may be removed by the Charter Township of Orion Board with cause by his/ her unexcused absence of three (3) meetings during a single three year term without notice or telephone call to the Community Programs Department. (1)The Chairperson shall request that a member be asked to resign, (2) A report to that effect shall be sent to the Township Supervisor along with a request to remove that member from the Committee, and (3) whether or not the member is removed, any office held by that member shall be vacated.

In the event a voting vacancy is created on the Committee, either by resignation or an inability to perform the functions of this office, a replacement will be appointed by the Charter Township of Orion Board to fill that vacancy with the input of the Committee.”

Consultants: Carlisle Wortman, Lucie Fortin and Don Wortman met with representatives of the **Parks and Recreation Master Plan Steering Committee** on Wednesday, January 15 at Orion Center at 6:00 pm. The purpose of the meeting was to review the final stages of the Master Plan process. During December the Master Plan was available to the public for public comments and suggestions at the

Orion Township Hall, Orion Center, the Orion Township Public Library and on the Orion Township Website. At the meeting on January 15th the committee (Aaron Whatley, Lisa Sokol, Jeff Stout(absent), Taylor Reynolds, George Sinnott, Chris Barnett, Rob York, Greg Radyko, Lucie Fortin and Don Wortman) reviewed the plan and recommended that a resolution be taken to the Township Board. A motion was made by Aaron Whatley and supported by Robb York that a Resolution in Support of the Adoption of the **Orion Township Parks and Recreation Master Plan** be taken to the Township Board at the February 18th, 2014 Township Board meeting for adoption. This was discussed at the Parks and Recreation Advisory Council Meeting and members were invited to attend the Board meeting on February 18th. The Master Plan held meetings on June 5, October 10, November 25, and January 15. The Survey was conducted of residents in August and September of 2013. An Open house was held on October 16 2013 to get input from Township officials, community stakeholders and staff. The Parks and Recreation master Plan has been made available for public review in the manner required by law and all comments from the public have been considered by the Orion Township Parks and Recreation Master Plan Steering Committee. The Committee therefore is recommending the adoption of the Parks and Recreation Master Plan by the Orion Township Board of Trustees.

Pending Business

Report on Parks and Grounds was given by Jeff Stout, Operations Director on the following items:

- Field Use Fees will be increased in 2015 to cover costs of lining and prepping fields.
Tournament fees for 2014 will also be increased for baseball, softball and soccer tournaments.
- Funding for the lighting of ball fields has been put in place for 2014 and 2015 with \$120,000 set aside in General Capital Expenditures over the next two years.
- Discussion on the business case for Points of Revenue that may fund future projects through grants, partnerships, sponsorships and fees such as a second cloverleaf at Friendship Park.
There is currently sufficient power and infrastructure to anticipate an expansion of fields.

- Two ball fields will be built at Decker Park by Pulte who has had plans drawn up. Money has been allocated for irrigation, lighting, power, a shed, security and other infrastructure needs. Funds have been allocated for signage, fencing, and parking.
- Plans are being discussed regarding Howarth School improvements with the development of a business plan for future revenues and programs.
- Bleachers, a pole barn, equipment purchases, and security measures are other areas that park improvements will address.
- Part time staff will now become full time staff in the parks.
- Safety Paths will continue the Indianwood connections to Baldwin down to Friendship Park, Kapaldi Circle to Maybee to connect Independence and easement acquisitions on Clarkston Road. Maintenance on the 45 miles of trails will continue.
- Crew of Seasonals will continue to trim trails and paths
- Two staff will be trained on herbicides and pesticides. Fragmite controls will be undertaken on township properties.
- New park property of 13 acres part of Heron Woods development at Bald Mountain and Silverbell Roads.
- New park land may be acquired in the near future.
- A new non profit may be developed to assist with the facilitation of operating and developing programs at Wildwood.

Report on Community Programs given by Lisa Sokol on:

- Status on staffing. One part time position will be vacant in December as a result of a resignation and one is currently vacant. One of the positions will not be filled in 2014 as a result of budget cuts adopted in December.
- Sponsorship Program for Parks and Community Programs overviewed and Brochure passed out to committee members.

- Budgets and Capital Expenditures were handed out to the committee for the Community Programs Department and the Buildings, Parks and Grounds Department.

New Business

- Election of Officers for the Parks and Recreation Advisory Committee for 2014 were elected at the meeting by committee members. A slate was proposed and adopted for each of the offices.
Chair: Joan Rolwing Treasurer: Greg Radyko
Vice Chair: Rob York Secretary: John Sweet
Bylaws Approved at August 19, 2013 Board Meeting.
- Potential Plans for 2014 Meeting Calendar with Events and Topics
 - January Determine Focus Items and Goals for 2014
 - February Develop 5 year plan with inputs from Master Plan, Grant and Focus Items
 - March Application for Grant/s at State
 - April – Review 5 Year Plan with Board and communicate Advisory Board Focus areas for 2014 at Board Presentation
 - May
 - June Begin budget/ capital input to Board
 - July Finalize Presentation to Board
 - August Board Presentation on Budget Input and Capital Focus for 2015
 - Sept Adjust Goals and Plans based on Board Feedback
 - October – December
- Discussion on whether a Friends of Orion Parks and Recreation should be pursued. Lisa will do some preliminary fact finding on process and cost benefits.
- Discussion on Focus of New Focuses included:
 - Acquiring property
 - Maintenance of existing property

- Staffing
 - Placemaking
 - Tournaments
 - Focus on leaving Parks natural as well as Trails and Paths
 - Green Spaces and Natural Zones
 - Importance of Community Paths
 - Community Events
 - More Ball fields
 - Play Structure Grand Opening
 - Historic Structures of Barn and School House
 - Handicapped Accessible Swings
 - Replace Meal and add Mounds on ball fields
 - Concessions
 - Parking Needs
 - Community Gardens
 - Add more fields for sports and multipurpose field improvements for football and lacrosse
 - Skate Park
 - Senior Services and Park Programming
- Meeting for John, Lisa and Joan to meet on February 5 at 6:00 pm at the Orion Center to set agenda for next meeting and to outline future goals to present to committee.

Lisa

In the spirit of compliance with the American with Disabilities Act, individuals with a disability should feel free to contact the Township at least seventy-two (72) hours in advance of the meeting if requesting accommodations.