

**Minutes**  
**Village of Elk Rapids**  
**Parks & Recreation Commission**  
**May 7, 2020 @ 7 PM**  
**Remote Access Meeting via Zoom Pro Webinar**

Present: Charlie Pryde, James Dake, Mike Conrad, Beth Guntzviller, Kwin Morris, Melissa West, Gordon Stewart

Staff: Assistant Village Manager/Clerk Caroline Kennedy, Village Manager Bill Cooper

Guests: Paula Moyer (incoming member)

**Pryde** calls meeting to order.

**MOTION** to approve last meeting's agenda by Stewart. Second by Morris. **MOTION CARRIED.**

**MOTION** by Guntzviller to approve February minutes. Dake second. **MOTION CARRIED.**

**CITIZEN COMMENTS:**

New Village Planning & Zoning Administrator Kyle Storey. Introduction and background. Kyle looks forward to working with P&R Commission.

Farewell to Beth Guntzviller. Beth congratulated all members on recent accomplishments of Commission: Norte, Walk with a Doc, Skating Rink/fundraiser, Hildreth grant to B-ball courts, school relationship, volunteer work, etc. Thanks to everyone!

West extended thanks to Beth for success in the work of the commission.

**NEW BUSINESS:**

**A. ELECTION OF OFFICERS:**

Chair Pryde called for nominations:

Chair: Motion by Stewart, Second by West to nominate Pryde.

Vice-Chair: Motion by West, Second by Guntzviller to nominate Dake.

Secretary: Motion by Stewart, Second by Morris to nominate Conrad.

Pryde called for additional nominations. None were heard. Pryde closed nominations.

The question being on the approval of the nominees,

The nominees were approved by unanimous consent.

Commission agreed support from other commission members will be provided to the secretary's position.

**B. RELAXATION OF STAY-AT-HOME ORDERS:**

Commission members reported how Covid19 has changed their world:

Morris: As a teacher, teaching online has been very challenging. Concerned about effect on kids' education.

West: As a parent of two school kids, education and activity at home is challenging.

Dake: Staffing Grass River has been impossible. Restrooms must be closed if they can't be cleaned.

Stewart: Concerned about vulnerable people in Elk Rapids as tourist season arrives

Conrad: Concerned about safely welcoming tourists to the area and achieving livelihood/safety balance.

**PRESENTERS:** Catherine Brubaker of DDA presents Elk Rapids' plan to open safely. Plan for River St., signage, sanitizer, etc.

Shaun Quinn of DDA on Marketing: Visitors to town should see 10 safety signs in 10 minutes. Closing of River St. to cars to allow space for social distancing with visitors/consumers. Plan open to input.

Asks of Parks and Recs: how to do signage, staff safety committees, etc. Pryde and West volunteer to participate in marketing. West suggests banners at park entrances. Dake says Grass River made trails one-way to limit contact. Question of whose budget is applied for signage. Quinn says DDA will provide downtown signage. West offers to help design signs with Quinn.

**MOTION** by Stewart to have West work as Parks and Recreation Liaison to DDA, empowered to make decisions on behalf of Parks and Recreation Commission on signage design, development, and placement. **Second** by Morris. Motion carries.

**MOTION** by Dake to recommend to council that park restrooms be opened providing adequate/safe cleaning can be performed. Follow CDC guidelines stating public restrooms should be open and cleaned at least once daily. **Second** by Morris. Motion carried.

DDA has proposed the village hires a "clean team" to sanitize public spaces.

**MOTION** by Stewart that Playground equipment should only be open if it can be cleaned/sanitized to CDC standards. **Second** by West. Motion carried.

Signage overall to potentially reflect frequency of cleaning for various items.

Swingset that is too close to water's edge, concrete foundation sometimes exposed. Commission recommends removing swings (not swingset). West to communicate to council.

Commission recommends adding picnic tables spaced apart in parks to list of items cleaned by "clean team." West to communicate to council.

Discussion on limiting parking to indicate full beach attendance was presumed to be up to Council/higher powers.

UNFINISHED BUSINESS:

Nakwema Trail/In-Town Trail Route – Kennedy confirmed all had received new Nakwema branding of trail formerly referred to as TC-to-CHX.

**CORRESPONDENCE:** n/a

**REPORTS:**

New EPA grant for Watershed Center of Grand Traverse Bay green infrastructure projects in Elk Rapids. \$400k additional grant to filter storm water on Cedar and Dexter Streets. Also, rain gardens on River St, bioswales at Harbor. Over \$700k in grants total! Data will be monitored and shared with others. Big deal for Elk Rapids to get these grants! Thanks to staff and Watershed Center of Grand Traverse Bay for years of hard work to make this happen.

From Council Liaison West: Covid19 safety plan approved by council.

**MOTION** by Stewart to adjourn. Second by Dake. Meeting adjourned at 9:13 p.m.