

**AGENDA**  
**PARKS AND RECREATION COMMISSION**  
**August 6 @ 7 PM**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – June 4, 2020
4. Citizen Comments – Any citizen who wishes to address the Parks and Recreation Commission on a matter not listed on this agenda may speak at this time. Persons addressing the Commission may state name, address, and, if applicable, their affiliation. The Chair should recognize the citizen before they speak. A five-minute limitation applies unless extended by the Chair. Citizens wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before the commission
5. Unfinished Business —
  - A. Norte Update — Lauren Dake
  - B. Paddle Antrim Update (see attached) — Deana Jerdee
  - C. Discussion of Parks and Recreation 2020-2021 goals
6. Correspondence --
7. Reports – Council Liaison, Other Members
8. Next Meeting – September 3, 2020
9. Adjournment

**Minutes**  
**Village of Elk Rapids**  
**Parks & Recreation Commission**  
**June 4, 2020**

Present:

James Dake, Mike Conrad, Kwin Morris, Melissa West, Gordon Stewart, Charlie Pryde, Paula Moyer

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

**Pryde** calls meeting to order at 7:10 pm

**MOTION** to approve agenda by Moyer. Second by Morris. **MOTION CARRIED.**

**MOTION** by Stewart to approve May minutes. Second by West. **MOTION CARRIED.**

**CITIZEN COMMENTS:** none

**UNFINISHED BUSINESS:**

A. Report on Elk Rapids Covid efforts:

West was able to work with council to have previously discussed signage ordered. Should be installed next week. Closure of downtown to vehicle traffic postponed one week. Park bathrooms open and being cleaned daily. Discussion of video camera at restroom exterior.

B. Parks and the relaxation of stay at home orders — Memorial Day weekend:

No major issues with overcrowding of parks.

C. Norte Update — Lauren Dake

Norte camp postponed to August. They need volunteers to fix up donated bicycles. Pryde offers to help in some capacity. Bike Library is currently at Dake's. Working with Bayfront Beach & Bike and with village staff on a potential storage area in back of Bayfront. Moyer suggested putting ad in paper to see if any residents had a shed to donate.

D. Review of Parks and Recreation Commission 2020 Annual Report and discussion of 2020-2021 goals:

To be discussed at next meeting. Commissioners should review 5-year Rec Plan in the meantime.

**DISCUSSION:**

Pryde: Mike Toscano requested another picnic table at the park on Bass Lake.

MOTION by Stewart to ask DPW to add a picnic table to the park. Second by Moyer. Motion carries.  
Discussion: Morris: Where will we get the table? Kennedy: one should be available for reallocation.  
Will try to improve picnic tables at that site. Have issues with vandalism.

**DISCUSSION:** Meeting schedule:

**MOTION** by Morris to cancel July meeting. Second by Conrad. Motion carried. Next meeting will be August 6.

**MOTION** by Stewart to Adjourn. Second by West. Meeting adjourned at 7:46 pm

User: LORI

DB: Elk Rapids

PERIOD ENDING 08/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020	ACTIVITY FOR MONTH 08/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 694 - PARKS & RECREATION						
101-694-700-000	WAGES	4,342.00	0.00	0.00	4,342.00	0.00
101-694-715-000	SOCIAL SECURITY	332.00	0.00	0.00	332.00	0.00
101-694-716-000	HEALTH INSURANCE	936.00	0.00	0.00	936.00	0.00
101-694-718-000	RETIREMENT	434.00	0.00	0.00	434.00	0.00
101-694-719-000	SICK & ACCIDENT BENEFIT	70.00	0.00	0.00	70.00	0.00
101-694-720-000	WORKER'S COMP	104.00	19.00	0.00	85.00	18.27
101-694-757-000	SUPPLIES	350.00	110.63	0.00	239.37	31.61
101-694-818-000	CONTRACTUAL/PROF SVCS	3,500.00	0.00	0.00	3,500.00	0.00
101-694-864-000	TRAINING/CONFERENCES	500.00	0.00	0.00	500.00	0.00
101-694-880-000	RECREATION PROGRAMMING/FUNDRAISING	1,500.00	0.00	0.00	1,500.00	0.00
101-694-956-000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
101-694-970-000	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
101-694-970-350	TRAIL PROJECTS	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 694 - PARKS & RECREATION		19,768.00	129.63	0.00	19,638.37	0.66
TOTAL EXPENDITURES		19,768.00	129.63	0.00	19,638.37	0.66
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		19,768.00	129.63	0.00	19,638.37	0.66
NET OF REVENUES & EXPENDITURES		(19,768.00)	(129.63)	0.00	(19,638.37)	0.66

## Elk Rapids Rotary Park Design Comments

### Overall Appearance/General Comments

COMMENT	Recommendation
Looks wonderful thanks!	OK
Great Idea. will attract people to the village. more activities available is a good thing.	OK
Reduce size where possible	
Signs for park is buried in cement, lots of weight to move. (2)	Change design to not move Rotary Sign.
I like how you re blending it in with the pavilion and surrounding space.	
Is there a report from MDOT as the improvement includes their right of way?	Double check right of way.
Any improvements should be designed to maintain as much of the area along the water's edge (push all hardscape to as close as possible to the 31 ROW).	
Some separation should be kept between the shelter area and the drive and highway – a lot of noise. This will help make the shelter use more pleasant and intimate. (2)	
A pedestrian path (sidewalk) should be connected to the existing Chamber Building. This will encourage visitors to check out the launch area and the information provided at that point.	
I support the mission of Paddle Antrim and also support the use of kayaks and non-motorized boats.	Ok

### Walkability

I would consider a pedestrian crosswalk/pathway. I doubt folks will walk up to the light to cross 31. Foot traffic could be funneled to River St into town. (6)	Included in design
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## Launch/Amenities

<p>How will storage and security work? Use Keys? Time limits? Secure with locking arm?</p>	<p>Recommend loops on racks so paddlers must bring cable and lock &amp; lock for locer. Village to consider setting limits.</p>
<p>What if jet skis or boats tie up here?</p>	<p>Due to stumps, less likely but may consider sign?</p>
<p>Should consideration be given to providing a sloped bank access for able bodied individuals? May be it could be design and built with a surface friendlier to plastic watercraft. My initial thought would be to create a 10 wide entry ramp which would allow for two kayaks to entry or exit at once. Given the consistent lake level one could design the platform to maximize exiting and entering a kayak.</p>	
<p>Love the paddle racks and storage. I can kayak, and then go to town to get some food and not have to worry about my boat or gear.</p>	<p>Ok</p>
<p>Looks great! I wonder if there should be a short term parking spot adjacent to the Kayak rack designated for drop off?</p>	<p>In design, recommend striping drop off zone</p>
<p>I would look at including some posts for locking kayaks during a shuttle. The racks may serve this purpose, but I'm concerned they might require lifting that some people just can't do.</p>	

<p>The clear design-- universal accessibility, geogrid trailer parking and RESTROOMS!! I like that it improves the pavilion area. (It looks a bit lonely at times, as if it needs support, and is oddly disconnected from the current launch site.) Everyone will LOVE the restroom option (I was just there today and a visitor was looking for a restroom -- seems natural that it should be there!). The restroom may encourage folks to pause, and not drive right on past! This provides lots of opportunity to inform the casual visitor about the Water Trail, Paddle Antrim and the Village of Elk Rapids!</p>	
<p>Is there any thought as to where even MORE kayak racks might be placed, for future growth? Hoping it "catches on", and there may be more demand! Good job on the design!!</p>	
<p>I like the idea of the universal kayak launches. I would be interested in learning how successful the launch is in Milton Twp. Maybe officials there could be contacted.</p>	<p>Have spoken to them</p>
<p>Like board safe design (2)</p>	<p>OK</p>

Parking/Drop-off

Comment	Recommendation
<p>Turn around for kayak trailer should be wide enough to make the turn. So that the trailer does not run over the planned garden.</p>	<p>Check</p>
<p>Not all kayak users place them on vehicles, some have trailers, no place for them.</p>	<p>Included in design</p>
<p>I'm concerned about the amount of additional hard surface/asphalt that is planned for the parking lot and drive around -- kudos on the trailer parking not being paved! Are there permeable surfaces that are ADA-approved that could be considered? While I'm sure it is bound to carry a higher pricetag, it seems like a better fit for the physical area and the type of project and the goals of the group. (I don't know how the optional surfaces would hold-up to freezing and soggy areas, but I'm assuming it would be seasonal with no snowplowing...) (7)</p>	
<p>I am concerned with the asphalt parking lot - perhaps reduce in size</p>	

possible parking lot traffic flow near the launch area is from south to north for unloading of equipment, the loop on the north end of the lot and the geo grass grid parking area are in a perfect spot to facilitate the "stop, drop then park" flow. The loop easily points my vehicle towards the park exit/entrance points. Great! Could a similar "loop" be integrated on the south to aid getting traffic turned around for loading? This second loop may also be useful when "circling back" to an open parking spot.

As for permeable surfaces one needs to consider the ROI as those systems cost significantly more than traditional non porous systems. Both in initial cost and long term maintenance. Given the sandy nature of the area I think a well-designed rain garden could return runoff to the ground in a much better condition than permeable paving systems. A for the heat island effect of non-permeable paving adding vegetation could counter act those negative effects a reasonable cost savings over permeable systems.

I also really like the ecogrids for grass. We have them and they work well!

The drive leading into the new parking area and access point should be wide enough to accommodate two-way traffic. The proposed plan drive appear to be about 10 ft wide.

Also, can we do something besides asphalt for pathways?

Disability Network on alternatives to paving: One thing you may want to look into is porous asphalt  
[http://www.asphaltpavement.org/index.php?option=com\\_content&view=article&id=359](http://www.asphaltpavement.org/index.php?option=com_content&view=article&id=359)

Pavers are also an option but need proper installation and upkeep. Crushed limestone may also be used but are harder to maintain as parking areas that get plowed but would work well for the non-traffic surfaces.

## Environmental

Are/will kayaks and paddle boards subject to similar wash requirements/practices as boats? If so, should an area be set aside for this future amenity?

Have you contacted the DNR as there are loons, swans and other species that may be protected that use the stump area.	No protected species. Will address with EGLE Permit.
I am concerned about creating a new access point through the area of stumps. That area has been a fish spawning area for many years. It is also an important waterfowl area. It's always best to use an existing access point. (2)	
Support the removal of stumps for safety	
Ask that minimum number of stumps be removed	

### Biking/Other Ideas

A bike library shed operated by Norte on site. This would give access to quality bikes for families and individuals. Norte is a local non-profit advocating for active transportation and healthy lifestyles through bikes and walking	
A playground, or recreational activities for children, a bike obstacle course (small ramps, see-saws, etc)	
It was surprising to see trailer parking and a bike/walking trail included in this plan. It seems that now we might have two routes and one uses Dexter St. and one River St. for biking. Perhaps some coordination with the village on this. I have always thought that Rotary Park would make a good visible trailhead for the bike and water trails. But it looks like the Tart Trail in town route is now bypassing that area. Don't know what to say about that. well, that's my input. contact me if you would like to discuss further.	
I don't see any bike racks in the design. There should be at least one to be used for a bike shuttle, but also for kids and adults to use. Many bike racks are sited and installed improperly which reduces their capacity by 1/2. Before siting on drawings (and installing), make sure that the designer and installers read the instructions.	Rack included in design

<p>This is a bigger policy decision, but Elk Rapids is on US Bike Route 35. Including a designated in-town camping area is commonly done in towns on the TransAm, and the Rotary Park is similar to the facilities common in towns in Kansas, and a few other places. Police departments like designated camping areas, because they have fewer problems with people harassing cyclists. This would be a noisy location, and there might be better ones, but it is something to discuss.</p>	
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