



**Meeting of the
BOYNE CITY
PARKS AND RECREATION COMMISSION**
Thursday, February 12, 2015
6:00 p.m. at City Hall



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commissions for complete
agenda packets & minutes
for each board

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
 - A. Approval of the January 5, 2015 meeting minutes
4. CITIZENS COMMENTS (non-agenda items – limit to 5 minutes)
5. DIRECTOR'S REPORT
6. CORRESPONDENCE – MML Place Plans Grant Award
7. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
 - A. Park Inspection Reports (All Parks / Road End Access Sites)
 - B. Disc Golf Update
 - C. Dog Park Update
 - D. Trail(s) update (Boyne City/Charlevoix and Boyne Valley)
8. UNFINISHED BUSINESS
 - A. Public Hearing for the Recreation Plan – Open the public hearing for public input, close public hearing after input, board discussion and consideration to pass a resolution for a recommendation of adoption by the City Commission at their February 24th meeting.
9. NEW BUSINESS
 - A. Consideration to place a memorial bench in either Veterans Park or Sunset Park
 - B. Review of the DRAFT Avalanche Trail Design Report from the International Mountain Bicycling Association (IMBA)
 - C. Old City Park Trail Head Project (Community Growth Grant)
 - D. Pavilion Project status update and consideration to support allocating funds in the upcoming 2015/16 budget and consideration of a recommendation to the City Commission allowing the Pavilion committee solicit funds, work with staff to submit grant applications and hire a consultant and start construction as soon as it is financially feasible.
 - E. Dog Park Committee proposal to apply for a grant to support a fitness trail at the park
 - F. Discussion regarding available DNR grants and possible projects
10. GOOD OF THE ORDER
11. ANNOUNCEMENTS
 - A. Next meeting is scheduled for March 5, 2015
12. ADJOURNMENT

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact
Boyne City Hall for assistance:*

Cindy Grice, City Clerk, 319 North Lake Street, Boyne City, Michigan 49712 (231) 582-0334

ATTENDANCE RECORD
Parks & Recreation Commission
FY 2014– 2015

Member	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April
Bowman, Jo	A	P	E	X	P	P	P	P	P			
Kuhn, Bill	P	P	P	X	P	E	P	--	--	--	--	--
Meeder, Heath	P	P	E	X	E	P	E	E	P			
Parish, Darryl	P	P	P	X	P	P	A	P	P			
Patoka, Patrick	--	--	--	--	--	--	--	--	--			
Sheean, Mike	P		P	X	P	P	P	P	P			
Sheets, Marie	P	P	P	X	P	P	P	P	P			
Swift, Jerry	P	P	P	X	P	P	E	P	P			
VanHorn, Gail	P	P	P	X	P	P	P	P	P			

P=Present
A=Absent
E=Excused



Approved:

**MEETING OF
JANUARY 5, 2015**

**RECORD OF THE PROCEEDINGS OF THE REGULAR BOYNE CITY
PARKS AND RECREATION COMMISSION MEETING HELD AT
6:00 P.M. AT CITY HALL ON THURSDAY, JANUARY 5, 2015.**

CALL TO ORDER

Meeting was called to order by Chair Sheean at 6:00 p.m.

ROLL CALL

Present: Mike Sheean, Heath Meeder, Jo Bowman, Darryl Parish, Jerry Swift, Marie Sheets and Gail VanHorn

Absent: None

**MEETING
ATTENDANCE**

City Staff: Streets/Parks & Recreation Superintendent Andy Kovolski and recording secretary Barb Brooks

Public Present: None

**APPROVAL OF
MINUTES ****MOTION****

Swift moved, Meeder seconded, PASSED UNANIMOUSLY, a motion approving the December 4, 2014 meeting minutes as corrected (change Gail VanHorn to Jo Bowman under board reappointments).

**CITIZENS COMMENTS
(on non-agenda items)**

None

DIRECTOR'S REPORT

Kovolski reported that Avalanche is open for winter activities and the warming house opened over the holidays. There has been a lot of positive feedback regarding the fireplace. Jerry Douglas, Jenny Douglas-Cooper and Logan Orbin have been hired to work at the warming house this season.

CORRESPONDENCE

None

**REPORTS OF
OFFICERS, BOARDS
AND STANDING
COMMITTEES**

Park Inspection Reports - No reports

Disc Golf Update - No report but they are still working on their long term vision and plan and inquired about when the old baskets would be available for purchase or bid.

Trail(s) Updates - No new updates

Dog Park Update - The park is still being used regularly.

**UNFINISHED
BUSINESS**

Recreation Master Plan

A draft version of the Recreation Plan was included in the agenda packet for board review. The input from the public input sessions and other key elements has been incorporated into the draft plan and is ready for public review. Recording secretary Brooks indicated that as a requirement of MDNR / Waterways funding, more information regarding the marina will have to be incorporated into the plan. She will work on assembling all of the required elements but suggested in the meantime to move forward with the current draft and an amendment to the plan to include the marina and boat launch can be submitted at a later time if it doesn't get incorporated in the draft.

Board Discussion - The board discussed and reviewed the overall draft plan and felt that all of the items discussed had been captured. The board also agreed that the marina is an important component of recreation and while it is discussed in the current recreation plan, more documentation and detail would be helpful to add but didn't want to see the proposed schedule get delayed by trying to incorporate all of the required components now; and amendment might be the easiest way for the sake of time. **VanHorn moved, Swift Seconded, PASSED UNANIMOUSLY** a motion to release the draft plan for public review and comment and schedule a public hearing for February 12, 2015.

****MOTION**

Board Member Reappointment

Board members Bowman, Swift and Sheean were reappointed to serve another term at the December meeting. Meeder's term also expired in December; however, he was absent from the December meeting so the board postponed his reappointment. Meeder stated that he is interested in continuing to serve on the board. **Swift moved, Sheets seconded, PASSED UNANIMOUSLY** to recommend the City Commission reappoint Meeder to a four year term expiring December 31, 2018

****MOTION**

NEW BUSINESS

February Meeting Date

The board agreed to postpone the February 5, 2015 regular meeting and hold it on February 12 so it coincides with the Recreation Plan public hearing. VanHorn informed the board she would not be able to attend the meeting as she will be out of town. **Meeder moved, Sheets seconded, PASSED UNANIMOUSLY** a motion to postpone the regularly scheduled February 5th meeting to February 12th at 6 p.m.

****MOTION**

Board Member Application(s)

A new board member application was received from John Drury. Patrick Patoka, who submitted an application in November, was in attendance. The board had the opportunity to ask Mr. Patoka a few questions about his background and interests and felt that he was a good fit for the board. **VanHorn moved, Bowman seconded, PASSED UNANIMOUSLY** a motion to recommend to the City Commission the appointment of Patrick Patoka to fill the vacancy left by the resignation of Bill Kuhn for term expiring December 31, 2016.

****MOTION**

NEXT MEETING

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, February 12, 2015 at 6 pm at City Hall.

ADJOURNMENT

The January 5, 2015 meeting of the Parks and Recreation board was adjourned at 6:30 p.m.

Barb Brooks, Recording Secretary

DRAFT



PRESS RELEASE

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FOR IMMEDIATE RELEASE: Feb. 4, 2015

Boyne City Selected for PlacePlans Work

Seven Cities to Receive Economic Development Assistance

Boyne City is among seven Michigan cities selected to receive technical assistance with key economic development projects designed to attract and retain residents and employers. Specifically, Boyne City will get help coordinating a design plan for Sunset Park and surrounding areas.

Boyne City, along with Benton Harbor, Lathrup Village, Monroe, Niles, Saginaw, and Traverse City will participate in PlacePlans, the Michigan Municipal League announced today. The seven cities were selected as part of a statewide application process.

PlacePlans is a joint effort between the League and Michigan State University to help communities design and plan for transformative placemaking projects. The PlacePlans are done with support from the Michigan State Housing Development Authority (MSHDA) and Governor Snyder's MIplace Partnership.

Boyne City project: Boyne City's waterfront along Lake Charlevoix is underutilized and properties are disconnected from each other and the downtown area. A coordinated design plan for Sunset Park and surrounding spaces would create attractive connections and paths to link parks, beaches, downtown businesses, and the historic walking tour.

This is the third round of the PlacePlans program, which began in 2012 with projects in Allegan, Alpena, Dearborn, and Sault Ste. Marie, and continued in 2014 with projects in Cadillac, Detroit, Flint, Holland, Jackson, Kalamazoo, Marquette, and Midland. [Go here](#) to view previous projects.

"With this announcement, in just three short years we are very pleased to have helped about two dozen communities throughout Michigan with projects that will benefit their cities for years to come," said Dan Gilmartin, CEO and executive director of the Michigan Municipal League. "The League has long supported the concept of placemaking, which is creating communities where people want to live, work and play. The PlacePlans actually create realistic, tangible designs to make placemaking possible."

Gary Heidel, chief placemaking officer for MSHDA, said the seven communities selected are from all areas of the state and the projects involved range from better utilizing a creek/park area in Traverse City to redeveloping a downtown park and plaza in Benton Harbor.

"Each community has its own characteristics and assets that makes it unique," Heidel said. "The great thing about this PlacePlans program is it helps a community look at an under-utilized asset and puts it on the path toward becoming a community gem. The design and technical assistance being provided through PlacePlans will give them a road map and direction they need."

CITY OF BOYNE RECREATION PLAN

Resolution for Recommendation of Adoption City of Boyne City

WHEREAS, the Parks and Recreation Commission of City of Boyne City has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2010 and 2015, and

WHEREAS, Parks and Recreation Commission of the City of Boyne City has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, a public comment session was held October 23, 2014 at City of Boyne City, City Hall to provide an opportunity for citizens to provide input on the recreation needs and goals of the City and discuss all aspects of the City Recreation Plan, and

WHEREAS, a draft of the Recreation Plan was made available to the public for review and comment from January 8, 2015 to February 12, 2015, and

WHEREAS, a public hearing was held February 12, 2015 at Boyne City, City Hall 319 North Lake Street, to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

NOW, THEREFORE BE IT RESOLVED THE Parks and Recreation Commission of the City of Boyne City hereby recommends the adoption of the Boyne City Recreation Plan as a guideline for improving recreation for the residents of the City of Boyne City,

Yeas:

Nays:

Absent:

I Barb Brooks, City of Boyne City, Charlevoix County, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City Commission of Boyne City at a Regular Meeting thereof held on the 12th day of February 2015.

Recording Secretary

January 9, 2015

Andrew Kovolski
Superintendent, Public Facilities, Streets, Parks, and Safety
City of Boyne City

Dear Mr. Kovolski,

My husband and I retired to the Boyne City area in 2012, after spending weekends, holidays, and summer vacations here for several years. We fell in love with the spectacular beauty and friendly vibe of the community right from the start and planned to spend our "golden years" enmeshed in all that Boyne Country has to offer. Sadly, that did not happen for my husband. He died last June after an illness that kept him sidelined for two years.

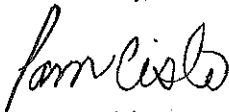
To honor his memory and his love of Lake Charlevoix, I would like to purchase a Scarborough Bench for Boyne City. I would look to your suggestion on exactly where to place the bench but, because the sunsets over the Lake gave us such comfort during his difficult time (and since then for me), I would very much like the bench somewhere in the city park area (between City Hall and the Chamber) – along and facing the Lake.

I have spoken to Toni Gaspironi of Landscape Forms and she gave me the pricing of the bench as well as information about remembrance plaques. I would like my template for the plaque to simply say "For All Who Loved the Sunsets Here - 6/18/2014". She also explained the 4-6 week manufacture time and delivery straight to Boyne City – in care of you.

I hope that my request meets committee approval and I look forward to hearing from you with a green light to proceed. Should you have any questions or need additional information, please don't hesitate to contact me at 5822072; 810-7309097; or pmlcislo@gmail.com.

Thank you again for your consideration.

Sincerely,



Pam Cislo

Avalanche Preserve Recreation Area Conceptual Trail Design Report

February 2015



Prepared By: International Mountain Bicycling Association
Trail Solutions Program
4888 Pearl East Circle, Ste. 200E
Boulder, CO 80301





Overview 3!

Existing Conditions 4!

Opportunities 6!

 Blank Canvas 6!

 Facilities..... 6!

 Community..... 6!

 Synergies 6!

Constraints 8!

 Existing Use/Users 8!

 Existing and Proposed Development..... 8!

 Soils 8!

 Project Site Fragmentation..... 9!

Proposed Tracks/Trails..... 10!

 Overview..... 10!

 Easy Trails 11!

 More Difficult Trails..... 12!

 Very Difficult Trails..... 13!

 Easy/More difficult Pump Park 14!

 Skills Trail 14!

 Additional Proposed Avalanche Preserve Recreation Area Design Considerations 15!

Next Steps 16!

Attachments 17!

 Avalanche Preserve Recreation Area Conceptual Design Plan 17!

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With assistance from the Top of Michigan Mountain Bike Association, the International Mountain Bicycling Association's Great Lakes Regional Director Andy Williamson identified Avalanche Preserve Recreation Area as having great potential for shared use natural surface trail development. At his request, staff from IMBA's Trail Solutions Program visited the site during November 2014 to evaluate current conditions and conceptualize future shared-use natural surface trail development opportunities at the site. The results of that fieldwork are contained in this report.



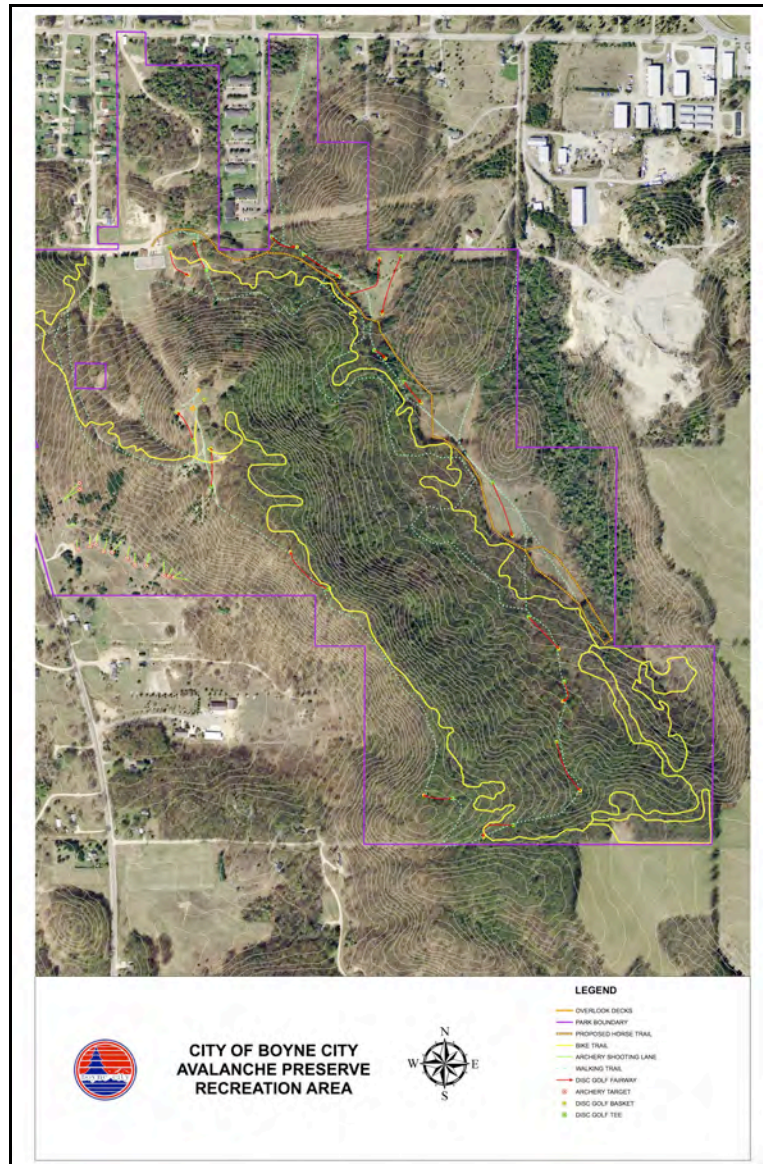
Autumn leaves cover the ground on one of Avalanche Preserve Recreation Area's many hills.



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Avalanche Preserve Recreation Area is approximately 320 acres of mostly wooded and hilly terrain located at the southern edge of Boyne City, Michigan. It was first purchased by Boyne City in the 1950s and developed as a ski hill until the city sold the property in 1960. After several interim owners the property was leased from The Nature Conservancy by Boyne City in 1978 to be utilized as a park and outdoor laboratory.¹

Since then, Avalanche Preserve Recreation Area has had several planning documents prepared to guide its use as both a recreational site and natural area. The plans were prepared in 1979, 1980, 1989, 2001 and most recently 2010. The most recent master plan identifies an intense community passion for Avalanche Preserve Recreation Area and contains several recommendations for the improvement of the park's core area and for the development of a new access point off of Division Street.



This is the Avalanche Preserve Recreation Area's existing development.

Avalanche Preserve Recreation

¹ Avalanche Master Plan, Adopted January 12, 2010



Area's current recreational amenities include an outdoor skating rink, 18-hole disc golf course, sledding hill, observation platforms, 4.6 miles of hiking trails (as indicated on the above image and not on the park's signage), 4.6 miles of mountain biking trails and an archery range.



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The proposed development of a shared-use natural surface singletrack trail network in Avalanche Preserve Recreation Area benefits from the following opportunities:

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Avalanche Preserve Recreation Area's existing trail development is limited to a very defined corridor and a large amount of the park's acreage is both undeveloped and ideal wooded and sloped terrain. Typically, in established parks, one of the most significant challenges to renovating a trail system is overcoming the inertia of existing use. This will occur as Avalanche Preserve Recreation Area's trails are redeveloped but as areas currently devoid of trail development are made accessible through shared-use trails then positive momentum can be harnessed to renovate the existing trail system.

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The planned infrastructure of Avalanche Preserve Recreation Area is ideal for supporting trail users. The large parking area can serve users arriving by motor vehicle. Restrooms and water are also available. The facilities are adequate to support a larger user group that will result from new trail development.

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Boyne City has a small and dedicated community of engaged mountain bicyclists. The Top of Michigan Mountain Bike Association has already been instrumental in this project's development and this group is vested in the success natural surface trail development in Boyne City and surrounding areas.

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The notion of "social gravity" can be used to discuss any facility. Does it provide a unique enough experience and/or opportunity to convince potential users to make the trip? Is it possible to create bicycling facilities that by itself rise to this level? (Boulder, CO's 40-acre Valmont Bike Park being the best example). Most bike parks depend on synergy with other facilities to contribute to their ultimate success:

- The easiest synergy is **connection with a traditional multi-use singletrack trail system**, especially if this is a local destination. Even a modest system can be a good partner for a bike park, and combining a modest bike park with a small trail system can turn both into area destinations. The development of a modestly sized bike park adjacent to the main trailhead within Avalanche Preserve Recreation Area can complement natural surface trail development.



- **Connection to a paved and/or transportation trail network** provides good synergy as well. In many metro areas, the barrier to entry is the bike ride to the park, whether it is unsafe or too lengthy. Safe and close connections from one's backdoor to a bike park would turn an otherwise small development into a veritable attraction. Avalanche Preserve Recreation Area is ideally situated near enough to Boyne City's population base that it is currently accessible by walking or biking. Improvements to the core area described in the 2010 Master Plan would further enhance these connections.



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According to the 2010 Master Plan documents Avalanche Preserve Recreation Area has a passionate user base. These vested users are vocal about their varying visions for this site’s future. Indeed, an excerpt of the report’s executive summary is:

This plan in at least some respects is neither fully satisfying nor completely stable in its conclusions ! The common theme, therefore, is not a plan that has secured overwhelming support and favor. The common theme is passion. People have a passion about Avalanche. They are passionately for or against something, and frequently both during the same meeting.

This seemingly intractable inability to unite behind a common vision could prevent Avalanche Preserve Recreation Area from ever formulating a developmental direction to best serve area residents.

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Existing use is poorly managed due to a dearth of trail signage. Only one map of the trail system exists at the site. It is located on a three-sided kiosk just off the parking area but the map itself is not visible from the parking area. It is conceivable that a user could exit their vehicle and see the kiosk but not the map before heading out into the trail system. Once a user enters the trail system no further way-finding aids are provided. This prevents a user from knowing which trails are designated for which user group.

The 2010 Master Plan contains discussion regarding snowmobile and equestrian access. While the master plan contains definitive prescription regarding the former user group the latter group has a designated trail segment located on 2010 planning documents. This conceptual design assumes both these user groups will not be included in future trail development however, should they be included then this conceptual trail plan will need to be adjusted to allow for specific trail requirements for each of these respective user groups.

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Avalanche Preserve Recreation Area –

9 February 20



Erosion on the face of the former ski hill



The sandy soil types found throughout the project site are more susceptible to erosion than clay-based soils. This is evident in the face of the former ski hill. Sustainable design standards must be strictly adhered to in order to prevent the degradation of Avalanche Preserve Recreation Area's natural resources.

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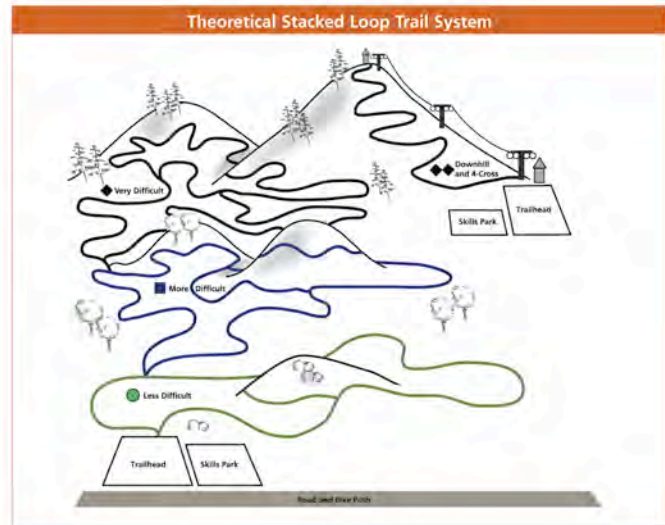
The site has several significant restraints that limit development options. The north-facing former ski hill is utilized for sledding and paralleled with a wooden staircase. An active archery range is located on the western edge of the site. Several low-lying areas are on the eastern edges that are unsuitable for natural-surface trail development. All these sites and more constrain available options for trail development.



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The objectives of the proposed trail system are as follows:

- Create a stacked-loop, bike-optimized and shared-use singletrack trail system that appeals to a wide spectrum of abilities, from families and beginners to users with advanced skills and fitness.
- Create a trail system that is environmentally and socially sustainable and best highlights the natural beauty of Avalanche Preserve Recreation Area.
- Create a trail system that interacts well with planned park infrastructure.
- Create a bike-optimized, shared-use trail system that focuses on progressive skills development but favors beginner and intermediate level users in order to grow participation.
- Create a small bike park located at the trailhead.



A theoretical stacked-loop trail system.

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The trail system consists of a series of stacked loops and contains trail segments for users of all abilities (please see the Avalanche Preserve Recreation Area conceptual trail plan in the appendix). It can be accessed from the main trailhead developed with additional bicycle-specific amenities.



The proposed trails will showcase Avalanche Preserve Recreation Area's beautiful natural resources.



RECREATION GRANT PROGRAMS

	ELIGIBLE APPLICANTS	PREREQUISITE TO APPLY/MATCH	ELIGIBLE PROJECTS	APPLICATION DEADLINE	MINIMUM AND MAXIMUM GRANT REQUEST AMOUNTS	AWARD RECOMMENDATION DATE	SITE CONTROL REQUIRED FOR DEVELOPMENT PROJECTS
 Michigan Natural Resources Trust Fund (MNRTF)	<p>*State and Local units of government authorized to provide public outdoor recreation.</p> <p>*Huron-Clinton Metropolitan Authority and Regional Recreation Authorities.</p> <p>*School Districts that are the primary provider of outdoor recreation for their area.</p>	<p>*Applicant must have a current, five-year recreation plan that has been approved by the DNR prior to the application deadline.</p> <p>Match – minimum 25%</p>	<p>*Acquisition Projects: acquisition of land or specific rights in land (i.e. easements).</p> <p>AND</p> <p>*Development Projects: for public outdoor recreation such as: trails, campgrounds, ball fields, tennis courts and restrooms.</p>	<p>*April 1 (unless this date falls on a weekend)</p> <p>Submitted electronically online</p>	<p>*Acquisition Projects: no minimum or maximum grant request.</p> <p>*Development Projects: \$15,000 minimum and \$300,000 maximum grant request</p>	<p>*In early December, the MNRTF Board makes final recommendations to the Legislature for funding.</p>	<p>Private land not eligible. Public land not owned by applicant must have a minimum of 25-year lease and landowner commitment to long-term maintenance and perpetual encumbrance.</p>
 Land and Water Conservation Fund (LWCF)	<p>*State and Local units of government authorized to provide public outdoor recreation.</p> <p>*Huron-Clinton Metropolitan Authority and Regional Recreation Authorities.</p> <p>*School Districts that are the primary provider of outdoor recreation for their area.</p> <p>*Federally-recognized Native American Tribes</p>	<p>*Applicant must have a current, five-year recreation plan that has been approved by the DNR prior to the application deadline.</p> <p>Match – 50%</p>	<p>*Development Projects (only): for public outdoor recreation such as: trails, picnic areas, beaches, campgrounds, boating access and fishing areas.</p>	<p>*April 1 (unless this date falls on a weekend)</p> <p>Submitted electronically online</p>	<p>*Development Projects: \$30,000 minimum grant request and \$100,000 maximum grant request.</p>	<p>The DNR Director announces projects selected for LWCF funding in November.</p>	<p>Private land not eligible. Public land not owned by applicant must have a minimum of 25-year lease and landowner commitment to long-term maintenance and perpetual encumbrance.</p>
 Recreation Passport (RP)	<p>*Local units of government authorized to provide public outdoor/indoor recreation.</p> <p>*Huron-Clinton Metropolitan Authority and Regional Recreation Authorities.</p> <p>*School Districts, if certain conditions are met.</p>	<p>*Current annual Capital Improvement Plan (CIP):</p> <p>OR</p> <p>*Approved five-year recreation plan on file with the DNR.</p> <p>Match - minimum 25%</p>	<p>*Development Projects (only): for public outdoor and indoor recreation such as: trails, picnic areas, beaches, campgrounds, boating access and fishing areas. Renovation of existing facilities is emphasized.</p>	<p>*April 1 (unless this date falls on a weekend)</p> <p>Submitted electronically online</p>	<p>*Development Projects: \$7,500 minimum grant request and \$45,000 maximum grant request.</p>	<p>The DNR Director announces projects selected for Recreation Passport funding in November.</p>	<p>Private/public lands. If private, applicant must have site control for 20 years for non-structures and 40 years for enclosed structures.</p>

For more detailed information, please go to www.michigan.gov/dnr and click on Grants or call (517) 284-7268 (517-28-GRANT)