

**Meeting of the  
BOYNE CITY  
PARKS AND RECREATION COMMISSION**

Thursday, July 18, 2013  
6:00 p.m. at **VETERANS PARK**



*www.cityofboynecity.com  
click on boards &  
commissions for complete  
agenda packets & minutes  
for each board*

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES
  - A. Approval of the June 6, 2013 meeting minutes
4. CITIZENS COMMENTS (non-agenda items – limit to 5 minutes)
5. DIRECTOR’S REPORT
6. CORRESPONDENCE
  - A. LPS
7. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
  - A. Park Inspection Reports
  - B. Avalanche Signage update
8. UNFINISHED BUSINESS
  - A. Tree Removals at Avalanche - face of the hill
  - B. Tree Removals at Avalanche - trail maintenance
  - C. Dog Park
  - D. Archery Targets
9. NEW BUSINESS
  - A. Park Hours Ordinance Draft Revisions
10. GOOD OF THE ORDER
11. ANNOUNCEMENTS
  - A. Schedule and location of summer meetings
    - Thursday, August 8, 2013 – 6 p.m. at Old City Park
    - Thursday, September 5, 2013 – 6 p.m. at Riverside Park
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 2013- 2014

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

P=Present  
A=Absent  
E=Excused

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Approved: \_\_\_\_\_

**MEETING OF  
JUNE 6, 2013**

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, JUNE 6, 2013.**

**CALL TO ORDER**

Meeting was called to order by Chair Sheean at 6:02 p.m.

**ROLL CALL**

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

Absent: None

**MEETING  
ATTENDANCE**

City Staff: Streets/Parks & Recreation Superintendent Andy Kovolski and Recording Secretary Barb Brooks

Public Present: Six

**EXCUSED ABSENCES  
MOTION**

**VanHorn moved, Parish seconded PASSED UNANIMOUSLY**, a motion to excuse from the June 6, 2013 meeting as he is out of town.

**APPROVAL OF  
MINUTES  
MOTION**

**Swift moved, Parish seconded, PASSED UNANIMOUSLY**, a motion to approve the May 2, 2013 meeting minutes as presented

**CITIZENS COMMENTS**

**Disc Golf**

Rob Wiltjer and Forest Omland gave an update on the disk golf course condition and activity. They had a list they went over with the board of items that should be addressed either by their club (as volunteers), staff or a combination of. They will continue to work with staff on issues, concerns and suggestions but feels things are improving and are excited about the amount of interest and activity they are seeing there.

**Farmers Market Grant  
Opportunity**

Main Street Manager Conklin shared with the board information about a grant opportunity from the MEDC that could benefit the Farmers Market and the pavilion in Veterans Park. The premise is to enhance the pavilion so it can be used as a year around facility for the market and other users. Conklin stated at this time he would like to hear the boards thoughts and if they support the general concept. The board discussed

that they were in support of the concept, especially if there is grant money to take on the project.

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## DIRECTOR'S REPORT

Parks are all in full swing and all of the irrigation has been turned on. The Garden Club has all of their plantings in for the summer.

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Parish inquired about the condition of Tannery Beach after it was used by a contractor for an adjacent property owner. Superintendent Kovolski stated that the property owner and contractor had asked the City for permission and insured that any disturbance would be returned back to the original condition.

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## CORRESPONDENCE

None

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## REPORTS OF OFFICERS, BOARDS AND STANDING COMMITTEES

**Park Inspections** - Spring St. leading to Riverside Park has been graded and looks good. Concerns are still being expressed at the Lower Lake outfall. Kovolski discussed the draft plan options that are being discussed at the City Commission level to best address the situation. Events from Memorial weekend went well.

**Avalanche Signage update** - Waiting for a proof from the Wood Shop to review and submit to the City Commission for Consideration.

**Boyne City/Charlevoix Non-motorized Trail update** - Groups continue to have successful fund-raising events to put towards funding the project.

**Boyne Valley Non-motorized Trail** - The last piece of property (easement) needed has been obtained and things are still moving forward.

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## UNFINISHED BUSINESS

Horse Trail Ride Services at Avalanche Request

**Board Discussion** - Board members Kuhn and Swift walked the proposed trail area with Don and Becky, Boyne Valley Equine to see if more trail separation could be created from the walking trail and disc golf course. Swift reported that while they were able to mark a trail that provided separation, it did not provide one hundred percent separation the full length. There were two areas that the trails crossed paths. Also, to achieve this some branch trimming and brush clearing should be done. Kuhn was not able to attend the board meeting; however he conveyed to recording secretary Brooks that he felt that the proposed trail looks like it could work and there is very limited interaction between the current and proposed trail area and trail uses. He felt the only way we were really going to know is to give it a try. He was comfortable moving forward and recommending this proposal to the

City Commission with the caveat that if there were issues that couldn't be resolved the City reserves the right to pull the plug. Parrish stated that he was not able to get up to Avalanche to see the marked trail area since it has been marked. He expressed concerns over not having total separation and it interfering with the current uses. Without seeing it, he was not in favor of moving forward with a recommendation at this time. VanHorn stated that she has heard nothing but positive feedback regarding the proposal and thinks it could be a good thing for the community. She also agreed that we won't know until we try it and it can be rescinded at anytime. Recording Secretary Brooks added that she was in attendance the day of the ride as a walker on the trail and stated that it was not intimidating to encounter the horses on the trail. You could here them coming before you actually saw them. It was not a surprise encounter that caught you off guard. Two members of the Boyne Valley Disc Golf League stated they didn't see a problem with trying it and does not believe it will interfere with the use of the course. Meeder stated that he has not been able to walk the course since the new trail has been marked but trusts that board members Swift and Kuhn used good judgment when walking it with Don and Becky and believes they would not recommend it if they didn't feel it had merit.

**\*\*MOTION**

**Meeder moved, Bowman seconded** to request Don & Becky better mark the proposed trail and recommend the proposal of horse trail rides at Avalanche from Boyne Valley Equine to the City Commission for consideration and approval at their June 11<sup>th</sup> meeting.

Discussion - Parrish was still not comfortable making a recommendation without personally viewing the marked proposed trail. Brooks informed the board they could wait a few days to give the board the opportunity to walk the trail and then either hold a special meeting to further discuss and make a recommendation but it would not go to the city commission until their June 25<sup>th</sup> meeting. If a special meeting was not held and the board waited to discuss it at their July 18<sup>th</sup> meeting, it would not go before the commission until July 23<sup>rd</sup>.

Motion approved: six YES and one NO

**Dog Park**

Board member VanHorn stated that she met with fellow board member Meeder and Superintendent Kovolski prior to the board meeting. Kovolski will work on getting cost estimates for the fence and VanHorn and Meeder will work on getting more people from outside the board involved in the planning and fund-raising. They hope to have more information to present at the July meeting.

**NEW BUSINESS**

**Recycling Containers**

**\*\*MOTION**

Kovolski inquired as to if the board thought it would be a good idea or if they had any concerns about placing recycling bins (barrels) in various parks for recyclable collections. Mainly plastic bottles or cans that are non-returnable. The general consensus of the board was that this is a good idea. Bowman moved, Meeder seconded, PASSED UNANIMOUSLY have staff work with the Charlevoix County Recycling committee to locate collection bins in some of the our parks.

**Public Service Projects**

There is a group looking to perform community service projects June 16 - June 22 and August 4 - 10. Kovolski will work with parks foreman Hausler to see if we have any possible projects.

**NEXT MEETING**

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, July 18, 2013 at 6:00 p.m. at Veterans Park. (The meeting schedule adopted for the year allowed for the July and August meetings to not be held on the 1<sup>st</sup> Thursday due to conflicts with holidays and events.)

**ADJOURNMENT**

**\*\*MOTION**

The June 6, 2013 meeting of the Parks and Recreation board was adjourned at 7:18 p.m. Moved by Sheets, seconded by VanHorn, PASSED UNANIMOUSLY.

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Barb Brooks, Recording Secretary

Wednesday, June 19, 2013

City Manager  
City of Boyne City  
319 N. Lake St.  
Boyne City, MI 49712-110

Dear Sir or Madam,

Has it already been five years since your Parks and Recreation Master Plan was updated? My records indicate that the Boyne City master plan is due to be updated during 2014.

As and parks and recreation practitioner and educator for over 25 years I have had the opportunity to work with numerous communities and organizations on a variety of park and recreation related projects. One of the great needs I often observe is the lack of resources available to many small and rural communities when it comes to engaging planning and consulting services. As a result I have created Leisure Planning and Solutions as a company that specializes in working with budget conscious small and rural communities. The most common request I receive is to help with the development of parks and recreation master plans.

In addition to master planning, I also offer customize solutions to meet specific client needs. If there is any way that Leisure Planning and Solutions can be of assistance to your community I would like the opportunity to meet with you and discuss your concerns or to submit a proposal for your consideration.

Thank you for your time.

Sincerely



Al Ellard

**LPS**

**Leisure Planning  
and Solutions, LLC**

1717 Heritage Way  
Mount Pleasant, MI 48858  
989-772-3075  
[leisureplanning@charter.net](mailto:leisureplanning@charter.net)

Al Ellard, Owner

ENVISION YOUR FUTURE:  
BUILDING COMMUNITIES, NOT JUST PARKS



LEISURE PLANNING  
AND SOLUTIONS



SERVICES:

- Master Planning.
- Needs Assessment.
- Accessibility Transition Planning.
- Board Coaching.
- Risk Management.
- Grant Preparation.

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Phone: 989-772-3075  
Email: [leisureplanning@charter.net](mailto:leisureplanning@charter.net)  
Web: [www.leisureplanningsolutions.com](http://www.leisureplanningsolutions.com)

FROM OUR CLIENTS:

A tremendously effective communicator. Applies realistic, common-sense solutions to community recreation challenges.

Ken Hibel: Clare City Manager

Leisure Planning Solutions went the extra mile to make sure we received the best Master Plan document possible.

Chris Bundy: City of Mount Pleasant

*The best way to predict the future is to invent it.*

*- Immanuel Kant*

# ENVISION YOUR FUTURE

BUILDING COMMUNITIES, NOT JUST PARKS

[www.leisureplanningsolutions.com](http://www.leisureplanningsolutions.com)

## SOME OF OUR SERVICES:

### Park and Recreation Master Planning

Create a vision for parks, recreation, and leisure services in your community through community engagement and shared decision making. Meet eligibility requirements for grants from the Michigan DNRE.

### Needs Assessment

Take the pulse of your community. Explore issues related to parks and recreation. Discover citizen interests, attitudes, and needs. Can be used as part of the master planning process or separately.

### Accessibility Transition Planning

Are your parks and recreation areas in compliance with the American's with Disabilities Act? Are you interested integrating the principles of universal design into planning parks and recreation areas?

### Board Coaching

Are you getting the most out of your parks and recreation advisory board? Is your board energized and engaged? Do your board members understand their role and responsibilities? Are they focused on the most important things they could be doing?

### Risk Management

Are your parks, programs, and facilities safe? Are you in compliance with regulatory and statutory requirements? Are you operating in a manner consistent with industry practices?

### Grant Preparation

Assistance in preparation of grant application for park and recreation-related projects including Land and Water Conservation Fund and Michigan Natural Resources Trust Fund.



What we do during our working hours determines what we have; what we do in our leisure hours determines what we are.

- George Eastman

April 17, 2013

Attn Angela and Bill Kuhn  
Boyne City Parks and Rec  
RE: Rinehart Target quote

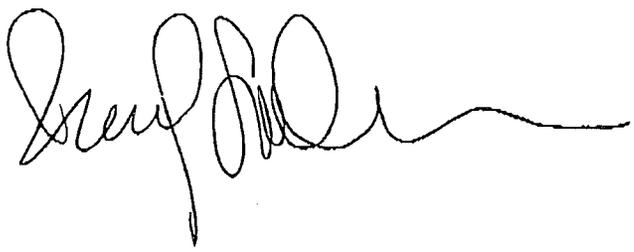
- 30765 Coyote Target - \$220.00 (plus \$3.50 shipping and any \*fuel charge)
- 35190 Tom Turkey Target - \$114.99 (plus \$3.50 shipping and any \*fuel charge)
- 46865 Woodland Buck Target - \$164.99 (x2) (plus \$3.50 shipping and any \*fuel charge)
  
- 67200 Bedded Doe Target - \$400.00
- 67209 Antelope Target - \$469.00
- 67227 Catalina Goat Target - \$269.00
- 67239 Bobcat Target - \$224.00
- 67240 Cougar Target - \$450.00
- 67245 Wolverine Target - \$225.00

**Total without Tax (\*Minus any Fuel Charge) \$2715.97**

\*Fuel Charge - Unknown and changing daily. The four at the top are coming out of Pennsylvania. I'm sorry I cannot quote an exact and the freight company will not commit either.

\*ESTIMATE OF FUEL CHARGE \$265<sup>00</sup>

Thanks!  
Randy Satchwell  
Assistant Manager  
MC Sports - Petoskey



GRAND TOTAL

\$2980.97

Current:

ARTICLE III. Public Conduct in Parks

Sec. 38-47. Violation of Rules.

A person who violates the rules promulgated by the city manager for the use of the park shelter is responsible for a municipal infraction.

New:

ARTICLE III. Public Conduct and Use of Parks and City Property

Section 38-47. Rules and Regulations

- (a) The City Manager is empowered and authorized to make such additional rules and regulations pertaining to the conduct, use and cooperation of public parks, park facilities, recreation areas and other City owned property as are necessary to administer the same or to protect public property or the safety, health, morals, public welfare, peace, and/or quiet and good order of the community. Such rules and regulations shall be posted at all public parks. Park facilities, recreation areas and other City owned properties where such rules and regulations are to be effective. It shall be a violation of this article for any person to comply with such rules and regulations.
- (b) Printed copies of the rules and regulations created under this section shall be provided to the City Commission and the Park and Recreation Commission at their next regular meetings after becoming effective and shall be kept in the offices of and areas under the control of the City Clerk and made available for public use and inspection. The City Commission may at any time reverse or modify any such rules or regulations created under this section.
- (c) Any person or persons who shall violate or indicate by word or action an intent to violate any rules or regulations posted in conformity with Sec. 38-47(a) of this Chapter may be advised by any duly authorized City employee or contractor to depart from the public park, park facility, recreation area or other City owned property in which the person is then occupying and advised if they return to the public park, park facility, recreation area or other City owned property that they will be considered a trespasser and arrested by appropriate law enforcement personnel.

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**Sec. 38-48 City park; street-end public access sites; hours.**

Current:

(a)

The city park, bounded by Park Street, River Street and East Street, and by the Boyne River, and the following street-end public access sites to Lake Charlevoix: Bay Street, North Lake Street, Charlevoix Street, John Street (except the municipal launch ramps) shall be closed between the hours of 10:30 p.m. and 7:00 a.m. No person shall loiter or remain in or about these locations during these hours except by prior written order of the city manager. The city manager may authorize these locations to remain open during special occasions, by prior written order. Additionally, these locations will remain open until 1:00 a.m. each Fourth of July.

(b)

All approvals or authorizations provided for in this section shall be granted upon a showing that there will be compliance with all laws and ordinances and a further showing that public safety and public property will not be endangered.

New:

(a)

All city parks, and street-end public access sites to Lake Charlevoix (except the municipal launch ramps) shall be closed between the hours of 10:30 p.m. and 7:00 a.m. No person, other than those actively and legally engaged in fishing, shall loiter or remain in or about these locations during these hours except by prior written order of the city manager. The city manager may authorize these locations to remain open during special occasions, by prior written order. Additionally, these locations will remain open until 1:00 a.m. each Fourth of July.

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Deleted: : Bay Street, North Lake Street, Charlevoix Street, John Street

(b)

All approvals or authorizations provided for in this section shall be granted upon a showing that there will be compliance with all laws and ordinances and a further showing that public safety and public property will not be endangered.

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