

**Whitewater Township  
Parks and Recreation Advisory Committee  
Minutes for Monday, January 12, 2015**

**Call to order 7:00 p.m.**

**Roll Call:** Leach, Melton, Hubbell, Butler (arrived late)

Fran Butler was notified just before the meeting and arrived a few minutes late.

Absent: Donkers

**Set / Approve Agenda** Add discussion of committee alternate, add appointment of officers.

**Declaration of Conflict of Interest** None

**Public Comment** None

**Approval of Meeting Minutes of 11/10/2014:** Motion to approve minutes of by Leach, second by Hubbell. All in favor.  
Motion carried.

**Reports/Presentations/Announcements/Comments:** Notification of grant writing training opportunities.

Need to get a book put together for Fran (Della)

Introductions, Fran Butler. Quick over-view of the parks and recreation properties, the committee and the Recreation Master Plan Draft.

**Old Business:**

1. **Petobego gate** status Apple Gate indicated they would try to get it scheduled this year. No one has checked to see if it has been installed-probably not, there has been no contact by Apple to Hubbell.  
Kiosk status: Map needs to be updated, printed and laminated – Della to work on that. Leach notes there is no kiosk at Battle Creek beside the Galligan memorial marker.
2. **Lossie Trail** stakes, has the Supervisor contacted property owner? No info on that yet. Steve did let the Supervisor know that he needed to contact the property owner about the flush mount stakes at the property owner's drive.
3. **Replacement committee members:** Butler has been appointed by the Board as a full time committee member. The last discussion at the Board is the the PRAC needs an alternate member. Popp has Cosgrove up for appointment at the Board. The committee notes that Cosgrove owns half of the bridge and half of the dam/plug at the mouth of Battle Creek. (Brief history of the property, bridge, island and dam/plug) Benak made the point at the Board regarding the appointment of Cosgrove is that he may be biased. Leach notes that he recalls that Cosgrove had stated something along the lines that he (Cosgrove) would do what he needed to do to keep it (Battle Creek), the way it is currently. It is important that the Board knows how this committee feels. This group has worked well together. There is concern that Cosgrove may have a personal agenda. Melton will email the Supervisor.
4. **Update of the Draft Rec Plan** The Draft was given to the Board April 2014; it had not made it to the Board agenda until December. Popp indicated that he would give Della the list of changes. Melton notes what she heard said at the meeting regarding the Draft Rec. Plan  
Popp said that the committee should review other townships' Rec. Plans. The bottom line is to be able to get grants – use the DNR guidelines. This committee's job was to update the previous, already in place Rec. Plan with current information. The main focus was the capital improvement schedule. Got public input and held open public meeting with specific invitations and notes sent out with township newsletters. There is not a specific Rec. Budget. Park is separate from Rec as far as funding is concerned. Rec funds come from the General Fund. Does our current Draft Plan cover everything that is needed, comparing with the other communities' plans? Compare our Draft to what DNR requires to go for grants:  
Community description: Early history page, Popp noted that there is too much zoning type information in there. Maybe it should be included in the back as reference. Social characteristics start on page 6. Used the 2010 census information. Used 2000 census as a reference. Community description on the other plans is similar to what we have and where it is in the plan – very similar to Milton Twp. Milton Twp. Included a brief on the DNR guidelines. Our introduction covers a lot of what the DNR requires. Is there other information needed? Social and physical characteristics is not a requirement by the DNR (updated October 2014) as a specific section. The

information should be included in other specific areas of the plan. Social and physical characteristics can possibly be moved to the back of the document for reference. A lot of the “what and where” of the information is based on the previous requirements. It can be moved to the back.

Administrative structure, ours starts on page 15. Environmental issues is on page 13, gas blow-outs info is part of the history. Current funding sources, staff description, Ranger / manager. The information is there in description form. Relationship with other agencies is covered. The draft plan references the website for most current Park policies and procedures.

Inventory of Parks and recreations available with facilities and activities. We include the needs and deficiencies in each inventory section. Maps are set as an appendix which was a decision made previously. Butler notes that there is a hiking trail TC to Kalkaska, just south of the Quiet Area. It is not the horst trail or the VASA. She noticed the new signs in the 1 – 1 ½ years.

Description of the planning process – public input process page 17.

Goals and Objectives – Ours is called capital improvements schedule. Based on the DNR guidelines they go into more detail of the objective and describe an action plan and what needs to be done to implement the objective. DNR check list notes that sometimes the details are not available at the time the plan is written.

SUMMARY: The Draft Rec Plan has the substance required by the DNR without a lot of extra info. We will listen to the Board comments and suggestions and make adjustments.

### **New Business:**

1. Appointment of PRAC officers  
Leach nominates Melton for Chair. Melton accepts. All in favor. Carried.  
Melton nominates Hubbell as Vice Chair. Hubbell accepts. All in favor. Carried  
No secretary listed in the by-laws.

Postpone all other new business of:

Project/Budget Items 2015

Petobego – Rec Budget

Hi Pray – Rec Budget

Whitewater Twp. Park – Park Budget

Lossie Trail – Rec Budget

Battle Creek Natural Area – Rec Budget

Next meeting February 9, 2015

Revisit Draft Rec Plan after Board input.

Budget info for Township Board

Set and approve FY 2015/2016 schedule

**Public Comment:** None

**Adjournment at 9:00**

Respectfully submitted,

Lois MacLean, Recording Secretary