

# **Coldsprings Township Parks & Recreation Committee Meeting Minutes May 6, 2014**

A Regular Meeting of the Coldsprings Township Park & Recreation Committee was held on Tuesday, May 6, 2014. Committee Members present: Brenda Lambert, Chuck Vernon, Lynnette Cervone, Marge Bagnell and Wayne Jonker. Grant Writer: Pam Stuckman was absent. Members of the public: 0.

Chairperson, Brenda Lambert called the meeting to order at 7:02 p.m. Minutes from the April 1<sup>st</sup> meeting passed with a motion by Wayne, support by Brenda and unanimous approval by the committee. The agenda was also approved with a motion by Brenda, support by Lynnette and then unanimously approved by the committee.

**Review of Correspondence** – The members received and reviewed a memorandum regarding the NWMCOG partnering with Governor Snyder’s Regional Reinvention Initiative.

## **Old Business**

**Encroachment update** – The new Township Supervisor, Ray Hoffman, has been in contact with the Township’s lawyer, Michael Edwards, regarding this issue.

**Donation Post update** – There were no donations during the month of April.

**Local businesses grants or sponsorship update — Letter for local/grants donations -** The committee reviewed the letter drafted from Pam for local grants/donations and approved it with the changes Brenda made to the heading and content of the document. This letter will be sent out to local businesses to assist with the township’s portion of the 2013 MNRTF grant.

**Fundraising Breakfast** – The group decided to focus on a Fun Day at the Park since the main goal of the summer will be the completion of the playground.

## **Topic - Closed**

**Fun Day / Fund Raiser at the Park** – The group agreed to schedule this event on July 26, 2014. A **Ribbon Cutting Event** will then be scheduled after the park is complete.

**Grant Applications Update - 2013 MNRTF Grant** – Brenda did receive the project agreement in the mail from the Michigan Natural Resource Trust Fund Development Grant confirming the Township’s approval of the 2013 MNRTF grant. Extensive paperwork will be completed by Brenda and returned to MNRTF prior to beginning the bid process. The committee discussed utilizing **The Cooperative Purchasing Network**. <http://tcpn.org> to perform the bid process **Great Lakes Energy People’s Fund** – The committee reviewed the requirements for this application.

**New Business – Horseshoe Pits** – Wayne shared the legal description and possible location for the horseshoe pits. The location for three pits will be east of the pavilion.

**Picnic Tables** – Joe, from maintenance, will be securing the picnic tables prior to the end of the month. **Dogwood Trees** – Since the trees should be moved in the fall, the decision was made to wait and remove them from Don Smith’s in the fall. Marge will inform him of this change. **Design for entryway** – After clean-up, the design will be addressed and implemented.

**Other Business – PAR Plan** – After having the cameras at the park over the winter, it has come to the attention of the committee the need for an additional camera to be located within the pavilion. Brenda also suggested possibly using the Fire Departments’ Tower for WI – FI access. If line of site can be achieved, perhaps the group could apply for another PAR Plan Grant for extra cameras, router and set up. Due diligence will be completed prior to the next meeting to determine if this is an option.

**Next Agenda** – Continue to update agenda items through completion

- Encroachment update
- Donation Post update
- Local business grants or sponsorship update
  - Letter for local grants to assist with funding of the Township’s portion of 2013 MNRTF grant
  - Fun Day / Fund Raiser at the Park
  - Ribbon Cutting Event
  - PAR Plan
- Grant Application Updates
  - 2013 MNRTF Grant
  - Great Lakes Energy People’s Fund
- New Business
  - Horseshoe Pits
  - Picnic Tables
  - Design for entryway
- Other Business

**Public Comment** - None

**Meeting Adjourned:** The meeting adjourned at 8:41 p.m. with a motion by Lynnette, support by Marge and then unanimous approval by the committee.

**Coldsprings Township Grant Applications**

Matching Funds	Grant	Requested Amount	% Matching Funds	Match Amount	Status
MNRTF	Restroom, Picnic Shelter, Path, Water Pump	\$47,000	50%	\$44,000	Complete
MDNR	Playground equipment	\$25,000	25%	\$11,500	Complete
MDNR 2013 Passport	Play Structures for 2 – 5 & 5 – 12 year olds	\$38,610	25%	\$12,870	Denied
MNRTF 2013	Play Structures for 2 – 5 & 5 – 12 year olds	\$30,900	40%	\$20,600	Successful
Other Local Grant Applications					Due Date
Great Lakes Energy Peoples Fund	Cover partial costs of 40% 2013 MNRTF	\$2,000			June 1, 2014
Grand Traverse Regional Community Foundation	Cover partial costs of 40% 2013 MNRTF	\$2,500			Aug. – Oct. 2014
Access to Recreation Endowment – WK Kellogg	Cover partial costs of 40% 2013 MNRTF	\$1,100			Fall

**Foundation**

<b>Home Depot</b>	<b>Cover partial costs of 40% 2013 MNRTF</b>	<b>\$5,000</b>	<b>On-going</b>
<b>Lowe's</b>	<b>Cover partial costs of 40% 2013 MNRTF</b>	<b>\$5,000</b>	<b>On-going</b>
<b>TransCanada</b>	<b>Cover partial costs of 40% 2013 MNRTF</b>	<b>\$1,000</b>	<b>On-going</b>
<b>Michigan Strategic Fund</b>	<b>Cover partial costs of 40% 2013 MNRTF</b>	<b>\$1,000</b>	<b>On-going</b>
<b>LIONS Club</b>	<b>Cover partial costs of 40% 2013 MNRTF</b>		<b>Summer/Fall</b>