



Prairieville Township

Parks and Recreation Master Plan

2009-2014

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Community Description

This Parks & Recreation Master Plan Update focuses on providing recreation opportunities to residents of Prairieville Township through the acquisition, development, and maintenance of community-owned parks. While the primary focus is on providing residents of the Township with recreation opportunities, improvements to the Township's park system will benefit adjoining townships and nearby communities, schools, and visitors to Prairieville Township.

Prairieville Township is located in the southwest corner of Barry County. It is approximately 30 minutes north of Kalamazoo, 30 minutes northwest of Battle Creek and 45 minutes south of Grand Rapids. While it is centrally located, it is unlikely that one would travel through the Township driving between any of these cities. M-89 cuts across one mile of the southwest corner of the Township between Richland and Plainwell. M-43 forms most of the eastern border linking Gull Lake and Delton. Access to US-131 and I-94 are within fifteen minutes.

Prairieville Township topography is mostly flat to moderately hilly, ranging from 880 to 1070 feet above sea level. Of the 23,000 acres in the Township, about 54% is farmland, 18% is forested and 14% is water or wetlands, leaving less than 4% developed. The soils are primarily well drained, sandy and/or loamy, on glacial till, outwash plains, and moraines.



While lakes and wetlands form only 14% of the surface area, water resources are the strongest feature of the Township. In addition to many smaller lakes, there are eleven major lakes located entirely or partially here: Pine, Shelp, Holcomb, Upper and Lower Crooked, Warner, Miller, West Gilkey, Indian, Little Long and Gull Lakes. They range from undeveloped to highly developed and have historically been the focus of residential and recreational activities.

There are approximately 3,500 residents living in the Township. The median age is 41.2, which is slightly older than the US median of 37.6. 67.48% of people in the township are married, 8.78% are divorced. The average household size is 2.64 people. 24.18% of people are married, with children. 5.92% have children, but are single. 96% of township residents are white.

Administrative Structure

Parks Commission and Township Board

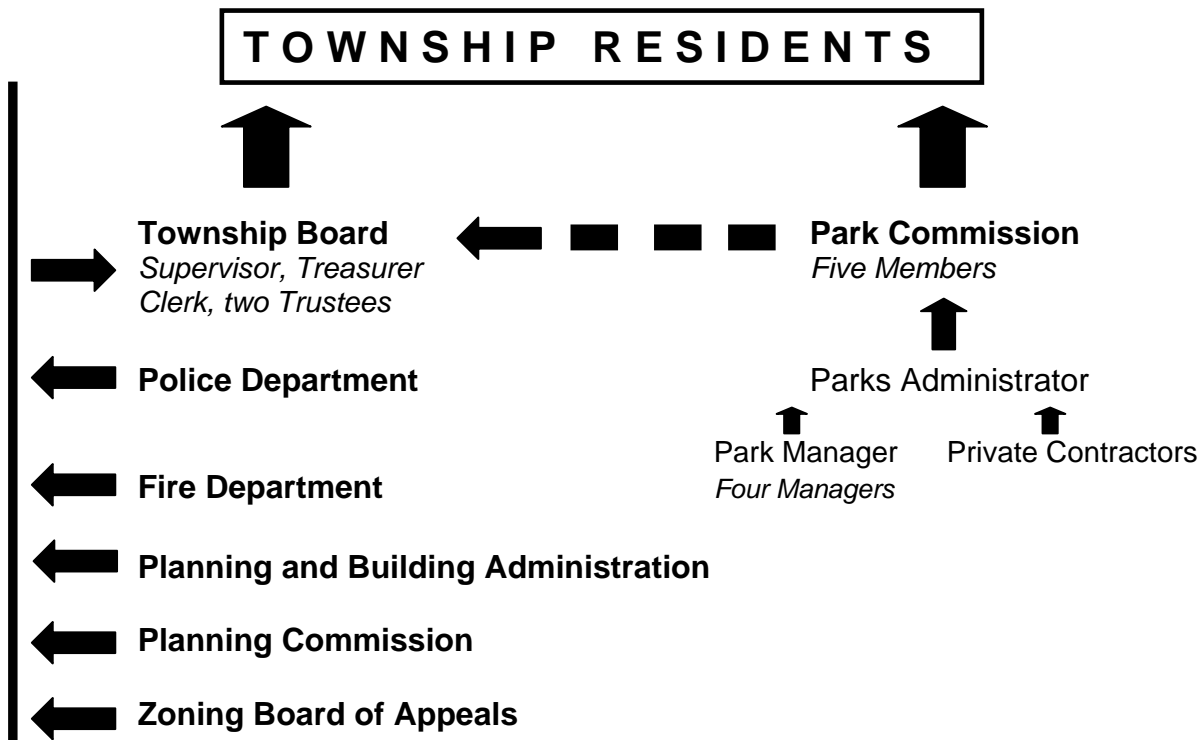
The Township's recreation-related planning activities are undertaken by the Parks Commission, which reports to the Township Board. The Parks Commission is comprised of appointed members of the community. The Township's residents are the final authority in the Township since they elect the Township Board, which must approve any improvements to the Township's parks. The current Township Board and Parks Commission members are listed below:

Prairieville Township Board

- Jim Stoneburner, Supervisor
- Jill Owens, Clerk
- Vickey Nottingham, Trustee
- Sharon Ritchie, Trustee
- Bill Miller, Trustee

Prairieville Township Parks Commission

- Bob Ritchie, Chair
- Bill Ritchie
- Jennifer Vanoverloop
- Dawn Craft
- Colleen Dixon



School District

The Township is served by three public school districts: Gull Lake Community Schools, Plainwell Community Schools, and Delton-Kellogg Schools.

Barry County

There are no county parks in Prairieville Township.

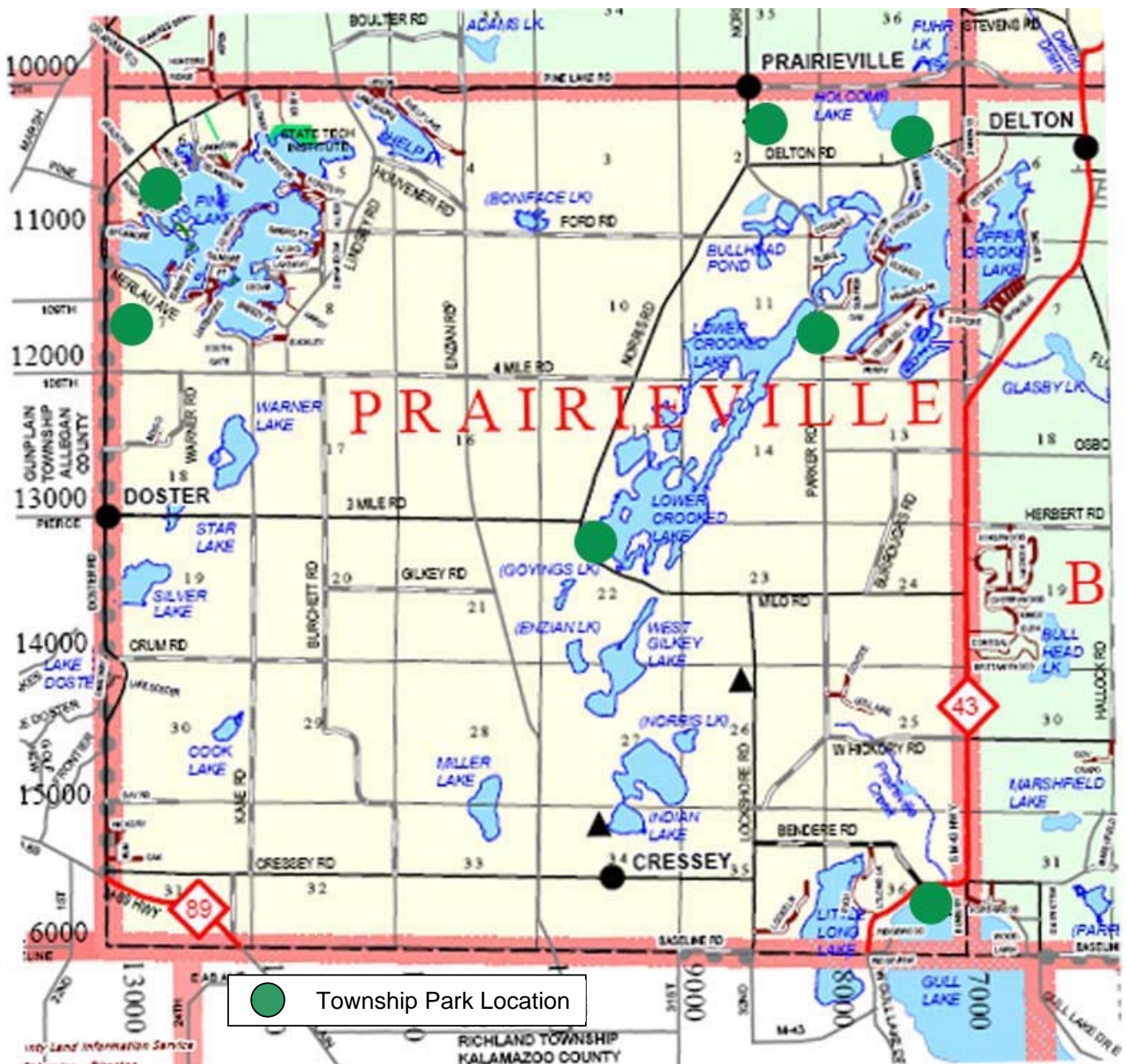
Budget Information

Four of the Township’s seven parks (Gull Lake, Upper and Lower Crooked Lakes, and Center Street) charge a user fee. These user fees, along with revenue collected from the cell tower located at the Pine Lake Recreation Area, are the sole funding source for the Prairieville Township Park system. A gated pay station will be installed at the Gull Lake Park in April 2009; all of the other parks offer courtesy pay stations.

Category	Amount (\$)
Revenues	
Gull Lake Park Fees	\$50,700.00
Upper Crooked Lake Park Fees	\$5,000.00
Center Street Park Fees	\$6,500.00
Lower Crooked Lake Park Fees	\$1,000.00
Annual Permit Park Fees	\$14,000.00
Interest	\$500.00
Rental Revenue	\$12,000.00
Total Revenues	\$89,700.00
Expenditures	
Park Board	\$3,000.00
Gull Lake Wages	\$12,000.00
Employer FICA – Parks Fund	\$2,200.00
Office and Operating	\$200.00
Legal Fees	\$500.00
Audit Expenses	\$750.00
Mileage	\$3,000.00
Printing and Publishing	\$2,000.00
Insurance	\$4,000.00
Utilities	\$3,000.00
Sewer User Charge	\$450.00
Repair and Maintenance General	\$23,000.00
Miscellaneous	\$300.00
Membership and Dues	\$100.00
Education and Training	\$200.00
Equipment – Fixed Assets	\$35,000.00
Total Expenditures	\$89,700.00

Recreation Inventory

Because water resources are so numerous in the Township, the existing parks and recreation facilities are primarily centered on boat launches. Four of the Township's seven parks (Gull Lake, Upper and Lower Crooked Lakes, and Center Street) currently offer boat launch facilities that are heavily used by anglers and recreational boaters, and charge a user fee. These user fees, along with revenue collected from the cell tower located at the Pine Lake Recreation Area, are the sole funding source for the Prairieville Township Park system. A gated pay station will be installed at the Gull Lake Park in April 2009; all of the other parks offer courtesy pay stations.



Park and Recreation Area Inventory

Map Ref.	Park Name	Park Size	Service Area	Daily Fee	Boat Launch	Parking Spaces
A	GULL LAKE	3 acres	Barry and Kalamazoo Counties	\$5 Vehicle \$7 w/Trailer	Yes	92
B	UPPER CROOKED	1 acre	Prairieville, Orangeville, Barry, Gun Plain, and Richland Townships	\$5	Yes	18
C	LOWER CROOKED	2 acres	Prairieville, Orangeville, Barry, Gun Plain, and Richland Townships	\$5	Yes	13
D	PINE LAKE CENTER STREET	1 acre	Prairieville, Orangeville, Barry, Gun Plain, and Richland Townships	\$5	Yes	12
E	PARKER ROAD	1 acre	Minimal use	Free	No	12
F	PRAIRIEVILLE MUNICIPAL PARK	5 acres	Prairieville	Free	No	Street
G	PINE LAKE RECREATION AREA	18 acres	Prairieville, Orangeville, Barry, Gun Plain, and Richland Townships	Free	No	



Park and Recreation Area Descriptions

Gull Lake Park

This three-acre site is located on the north end of Gull Lake. As one of the few public access points on Gull Lake, it serves as a regional park, providing the following recreation and support facilities:

- Hard surface boat launch ramp with two courtesy docks
- Floating fishing dock
- Swimming beach
- Picnic area with play equipment, tables and grills
- Playground
- Accessible bathhouse with flush toilets, power and water
- Lighted, paved parking area.

There were approximately 17,000 visitors to the Gull Lake Park in the year 2001. User fees from this site currently generate the primary funding for the Township park system.

Upper Crooked Lake Park

This one-acre site is located on the north side of Upper Crooked Lake, and provides the following recreation and support facilities:

- Hard surface boat launch ramp and courtesy dock
- Porta-Potty
- Picnic tables
- Paved parking

It serves several communities with approximately 4000 visitors in the year 2001.

Lower Crooked Lake Park

This two-acre site is located on the southwest side of Lower Crooked Lake, and provides the following recreation and support facilities:

- Hard surface boat launch ramp and courtesy dock
- Porta-Potty
- Picnic tables
- Gravel parking area

It serves several communities with approximately 1,500 visitors in the year 2001.

Center Street Park

This one-acre site is located on the west side of Pine Lake, and provides the following recreation and support facilities:

- Hard surface boat launch ramp and courtesy dock
- Porta-Potty
- Gravel parking area

It serves several communities with about 3000 visitors in 2001.

Pine Lake Recreation Area

This 18-acre site is located near the south west side of Pine Lake, and provides the following recreation and support facilities:

- Baseball diamond and seating
- Sand volleyball court
- Tennis court
- Basketball court
- Play equipment
- Picnic pavilion with tables and a grill
- Gravel parking area
- Porta-Potty
- Hand water pump

It features an open field suitable for development into soccer or other sports field, and a wooded area that could become designated hiking/biking trails. It is used by youth and adult ball leagues, and received approximately 1000 visitors in 2001.

Prairieville Municipal Park

This five-acre site is located in the village of Prairieville and serves as a neighborhood park. It provides the following recreation and support facilities

- Ball diamond and seating
- Picnic shelter with a table and grill
- Fenced playground area
- Porta-Potty

It shares a gravel parking lot with an adjacent business. This park is also used by youth and adult ball leagues, and received about 2000 visitors in 2001.

Parker Road Park

This one-acre site is located between Upper and Lower Crooked Lakes. It provides the following recreation and support facilities:

- Lakeside Fishing
- Wildlife viewing
- Put-in for Canoes/Kayaks
- Gravel parking

Attendance at this site is currently light to moderate.

The following private recreation opportunities are available in Prairieville Township:

- Mar-Bil Marina - Boat service and launch on Pine Lake.
- Pine Lake Boat and Motor - Boat service and launch on Pine Lake.
- Somerville Campground - Camping and boat rental on Lower Crooked Lake.
- Prairieville Farm Days - Michigan Farmers Hall of Fame and festival site on Milo Road.
- Girl Scouts Camp Merrie Wood - A 214 acre Girl Scout Camp located on Warner Lake.
- MSU Lux Arbor Preserve - This 1300 acre site surrounds the north, east and west sides of Lower Crooked Lake. It is used by Michigan State University for biological research.
- Bernard Historical Museum - This five-acre site features several historical buildings and offers tours in the summer.

Several other regional recreation facilities are available to Township residents as well.

Schools

While no public school facilities exist within the Township, residents are divided into three school districts (Gull Lake, Plainwell, and Delton-Kellogg Schools), which provide community recreation, play areas, youth and intramural sports. In addition, the Michigan Career and Technical Institute offers training and supportive services, as well as programmed use of the swimming facilities.

Public

- Ross Township Park - Located on the east side of Gull Lake, this neighborhood park provides a swimming beach and picnic area.
- Yankee Springs State Recreation Area - This extensive site features camping, boat access to several lakes including Gun Lake, hunting, hiking, biking and a horseman's campground and trails.
- Allegan County Park - Located on Gun Lake, this park features boat access and a picnic area.
- Charlton Park - Located mid-Barry County, this historical village hosts several festivals and events throughout the year.
- Kalamazoo County Parks – Many parks are contained within this adjacent metropolitan county park system.

Private

- Gilmore Classic Car Museum - One of the ten best large classic car collections on display in America.
- MSU Kellogg Bird Sanctuary, Experimental Forest, Dairy Farm and Biological Station- Properties operated by Michigan State University to conserve the historical, cultural and natural features they contain.
- Kalamazoo Nature Center - Walking trails, historic sites and interactive educational displays are key features of this venue.
- Pierce Cedar Creek Institute - Ecological education center and biological field station.

There are also several museums, golf courses, shooting preserves, and related recreational businesses in the surrounding counties and townships.

DNR Recreation Grant Inventory

Prairieville Township has never received a grant from the Michigan Natural Resources Trust Fund or the U.S. Land and Water Conservation Fund.

Accessibility Assessments

Each Prairieville Township park site was visited to assess the accessibility of the existing facilities. The accessibility assessment was completed based on the “Guidelines for the Development of Community Park, Recreation, Open Space, and Greenway Plans” accessibility assessment ranking system. The following observations were made:

<u>Park Name</u>	<u>Accessibility Ranking</u>
A. Gull Lake Park	2
B. Upper Crooked Lake Park	1
C. Lower Crooked Lake Park	1
D. Center Street Park	1
E. Parker Road Park	1
F. Prairieville Municipal Park	2
G. Pine Lake Recreation Area	1

A. Gull Lake Park:

- Boat Launch: The boarding piers were out of the water at the time of the visit so it is unknown if they meet the requirements of ADAAG. At least one boarding pier is to be accessible.
- Restrooms Building: The restrooms are designated as accessible restrooms; however, it does not appear that the woman’s stall meets the size requirements of ADAAG.
- Deck: The deck is accessible.
- Shower on deck: Does not meet ADAAG requirements.
- Drinking Fountain: The drinking fountain is accessible.
- Playground: There is not an accessible path to the play equipment.
- Parking: There are 2 accessible parking spaces for the parking lot. The lot has +/- 21 car parking spaces and 70 trailer parking spaces. 3 accessible spaces are required. The current spaces do not meet the layout requirements for accessible spaces; neither space provides an accessible aisle to the building or facilities.
- Gatehouse: There is not an accessible route to the gatehouse.

B. Upper Crooked Lake Park:

- Parking: The parking lot is paved, but there are no designated accessible parking spaces.
- Boat Launch: The boarding piers were out of the water at the time of the visit so it is unknown if they meet the requirements of ADAAG. At least one boarding pier is to be accessible.
- Picnic Tables: There was not an accessible route provided for the picnic tables.
- Toilet Facilities: A Port-a-potty was on site; however, it is not accessible.

C. Lower Crooked Lake Park:

- Parking Lot: Gravel parking lot does not provide accessible parking.
- Boat Launch: There is not an accessible route to boat launch.

D. Pine Lake Center Street Park:

- Boat Launch: The boarding piers were out of the water at the time of the visit so it is unknown if they meet the requirements of ADAAG. At least one boarding pier is to be accessible.
- Parking: Gravel Parking lot does not have accessible parking.
- Toilet Facilities: A Port-a-potty was on site; however, it is not accessible.

E. Parker Road Park:

- Parking: Gravel Parking lot does not have accessible parking.
- Access to Lake: There is an unpaved footpath to the lake, but it is not accessible.

F. Prairieville Municipal Park:

- Ball Field: There is not an accessible route to the ball field or spectator seating.
- Shelter: The shelter is accessible from the public sidewalk.
- Playground: There is not an accessible route to the playground.
- Parking: There is street parking available, but no accessible spaces with access to the park.

G. Pine Lake Recreation Area:

- Ball Field: There is not an accessible route to the ball field or spectator seating.
- Shelter: There is not an accessible route or access to the shelter.
- Playground: There is not an accessible route to the playground.
- Parking: Gravel Parking lot does not have accessible parking. The parking lot is separated from the park by a chain link fence. There are two double gates and two switchback gates. The switchback gates are not accessible.
- Basketball/Tennis Courts: There is not an accessible route to the basketball/tennis court. The only access to the courts is a switchback gate that is not accessible.
- Sand Volleyball Court: There is not an accessible route to the volleyball court.

Description of the Planning and Public Input Process

Planning the next five years of Prairieville Township Recreation and Park development began in summer of 2008 with discussions by the Parks Commission at their regular monthly meetings. Through these discussions, they began to develop a list of goals and objectives for the park system, and to evaluate them against the Action Plan outlined in the 2003-2008 Prairieville Township Parks and Recreation Plan, which was prepared by the Township. Assessments of all seven Township parks were conducted to evaluate the existing amenities both in terms of their condition and their compliance with ADA accessibility standards.

The Master Plan Update was begun in December of 2008, with review of the 2003-2008 Prairieville Township Parks and Recreation Plan document in light of the current MDNR guidelines. The next step was to develop a strategy to solicit public input. Public input was sought at an advertised public meeting at the regular March meeting of the Parks Commission, held March 25, 2009. The notice of the time and place for the meeting was published two weeks before the meeting in the Hastings Banner, which is the primary newspaper in circulation in the Township. The Parks Commission used the public meeting as the primary means to solicit public input because of the limited response to previous recreation surveys.

A total of 10 Township residents attended the meeting to discuss the park system and provide input regarding recreation needs. All of those in attendance had the opportunity to identify recreation issues that were important to them during the two-hour session. A complete copy of the meeting agenda and minutes are included in Appendix A of this document. Highlights of the input from residents included:

- New soccer fields at Municipal Park and Pine Lake Recreation Area
- New bathrooms meeting ADA accessibility requirements at all parks in the system
- A new first aid station and small office building combined at Gull Lake
- A new cement boat launch pad at Center Street in collaboration with local bass tournament groups
- Improvements to all of the boat launch sites
- A full time parks manager, available 24 hours/day, seven days/week for the parks system. A great deal of discussion was centered on this topic.

After the public input session, the information was incorporated, along with the goals and objectives previously discussed by the Parks Commission, into a draft plan that was reviewed by the Commission. Once the draft plan was completed, citizens were notified, again through the Hastings Banner, about the one-month opportunity to review and comment on the updated plan before its official adoption. Several copies of the plan were placed at the Township Hall, and approximately _____ residents reviewed the plan over the one-month period.

The input from residents included:

A second advertised public meeting was held May __, 2009 as part of the meeting of the Township Parks Commission at which the plan was presented for adoption.

Goals and Objectives

The purpose of the Prairieville Parks Commission is to establish and provide a system of funding and management able to develop and maintain recreation opportunities to meet current and future Township needs. To achieve this goal, the Parks Commission has identified two objectives of equal priority for the park system through discussions at their regular monthly meetings. The Parks Commission objectives are:

1. Seek, acquire and develop parcels that have desirable and unique recreation opportunities
2. Continue improvements to optimize the use of the park system.

To achieve the first stated objective, this Commission will seek to acquire land parcels such as headwaters areas and historical areas as they become available. While lakes and wetlands form only 14% of the surface area, water resources are the strongest feature of the Township, and have historically been the focus of residential and recreational activities. Prairieville Township's current revenue stream also centers on boating access.

Due to the rural nature of the Township, parks and recreation areas are primarily accessible via two-lane roads with 55 mph speed limits and no sidewalks, making it difficult for pedestrians and bicyclists to get to them. The Commission's goals include the development of a coalition to promote and install a multi-use path from the Prairieville Township Hall to the Delton Public Schools campus. In addition, the opportunity exists to acquire an abandoned railroad grade that runs through the Township, connecting Doster and points west with the Village of Richland to the southeast. Investigating the acquisition of the railroad grade property would offer another prospect to start an off-road multi-use trail system that could connect many amenities both within and outside of Prairieville Township. The Commission will seek to acquire this strip of land for the development of a greenway link.

To achieve the second objective, this Commission will utilize available funding to develop master plans and construction documents to implement improvements that will meet the Township's needs. The Commission would like to provide barrier-free facilities at all of the parks so that they can serve users of all abilities. They also want to provide and/or upgrade amenities that can bring the scattered residents of this sparsely populated area together for social interaction at picnic areas and ball fields, and provide play areas so that the Township's children can socialize with others. But in addition to bringing people together, the Commission is sensitive to resident's love of the water resources that exist in the Township, and so want to continue to improve the facilities related to fishing and boating.

The public input process supported the Commission's objectives; they identified the need for more soccer fields and accessible restroom facilities at two of the park sites, as well as boat launch improvements. Although the National Parks and Recreation (NRPA) *Recreation, Park and Open Space Standards and Guidelines* recommend 1 soccer field per 10,000 residents (far exceeding the Township's 3,500 residents), the lack of soccer fields in nearby communities leads to the conclusion that there is probably a larger population area that would benefit from such an amenity.

Action Plan

The actions identified in this section include the year, location, approximate cost, and justification for the proposed improvements. This list is intended as a guide; some actions may be performed out of the sequence shown, based on funding and resource opportunities and constraints.

2009

Action

The Township Parks Commission will hire a consultant to develop a master site plan for the Pine Lake Recreation Area that addresses the addition of a soccer field(s), parking needs, barrier free restroom facilities, environmental impact, State permitting requirements, etc.

Location

Pine Lake Recreation Area

Cost

\$5,000.00

Funding Source

Unknown

Justification

This recreation area is the largest park in the Township's system, and is currently underutilized due to the rundown quality of the facilities, and the general layout of the park. The amenities are not visible from the road or entrance so many people may not know what kinds of park uses are available; and the location of use areas do not lend themselves to use by a family, for example, that might want to be involved in multiple activities within view of one another. The single ball field does not invite use by ball leagues, and the request for soccer fields through the public input process speaks to the need to make the development of a master plan for this park a priority.

Action

The Township Parks Commission has approved the purchase and installation of a gated pay station at Gull Lake Park.

Location

Gull Lake Park

Cost

\$35,000.00

Funding Source

Boat launch fees

Justification

This boat launch has the greatest number of users by far over any of the other parks, and generates the greatest amount of revenue for the park system. Often the parking lot is filled to capacity and vehicles with trailers have a difficult time maneuvering, creating a dangerous traffic backup on a busy state highway with limited site distance. In addition to taking full advantage of the revenue stream, the gated pay station will also let visitors know when the lot is full, alleviating the current traffic problems.

2010

Action

The Township Parks Commission will hire a consultant experienced with boat launches, parking needs, environmental impact, State permit requirements, etc. to review all four boat launch sites(Gull Lake, Upper and Lower Crooked Lakes, and Center Street) and develop improvement plans as needed. It is anticipated that upgrading the boat launches and increasing ADA accessibility will be the highest priorities, along with studying and improving the environmental impacts of public use in sensitive riparian areas.

Location

Gull Lake, Upper Crooked Lake, Lower Crooked Lake, and Center Street Parks

Cost

\$10,000.00

Funding Source

Boat launch fees

Justification

The boat launches are the most popular park facilities in the Township's system and the need to keep them up to current standards and as accessible as possible for user's of all abilities is important for two reasons; it improves the recreation experience for Township residents, and ensures the continuation of the Township's primary revenue stream for maintenance and improvements to the park system.

Action

The Township Parks Commission will begin to implement improvements at the Pine Lake Recreation Area that were identified in the master plan as funding becomes available.

Location

Pine Lake Recreation Area

Cost

Unknown

Funding Source

Unknown

Justification

This recreation area is the largest park in the Township and offers the greatest variety of amenities in the park system (i.e. basketball court, tennis court, etc.). Improving the facilities will greatly increase the recreation offerings in the Township.

Action

The Township Parks Commission will hire a consultant to develop an overall master plan for trail and greenway connections in the Township.

Location

Prairieville Township

Cost

\$3,000.00

Funding Source

Unknown

Justification

The Parks Commission identified the need for off-road trail connections, and several opportunities exist to purchase property and/or create easements for trail development. Before specific planning begins for any trail or greenway, a master plan that identifies potential destinations and connections both within Prairieville Township and in adjacent townships needs to be developed.

2011

Action

The Township Parks Commission will begin to implement improvements to the park sites with boat launches, based on the recommendations developed by the consultant.

Location

Gull Lake, Upper Crooked Lake, Lower Crooked Lake, and Center Street Parks

Cost

As identified in the master plan

Funding Source

Boat launch fees

Justification

The boat launches are the most popular park facilities in the Township's system and the need to keep them up to current standards and as accessible as possible for user's of all abilities is important for two reasons; it improves the recreation experience for Township residents, and ensures the continuation of the Township's primary revenue stream for maintenance and improvements to the park system.

Action

The Township Parks Commission will investigate purchase of the portions of the Doster rail bed that are located in the Township, and will coordinate their efforts with Richland and Gun Plain Charter Townships to develop a multi-jurisdictional greenway connection.

Location

Prairieville Township

Cost

Unknown

Funding Source

Unknown

Justification

Developing off-road trail connections improves safety for pedestrians and bikers, provides a recreation opportunity that doesn't currently exist within the Township, and gives those without vehicles a safe way to access park and recreation amenities.

Action

The Township Parks Commission will develop a coalition to promote and install a safe walking and biking path from the Prairieville Township Hall to the Delton Public Schools campus. This will connect Municipal Park, Upper Crooked Lake Park and the Bernard Historical Museum.

Location

Prairieville Township

Cost

Unknown

Funding Source

Unknown

Justification

This path would offer many children who attend the Delton Public Schools with a safe route to bike to school, and would provide an easy way to connect multiple park and recreation amenities with one trail.

2012

Action

The Township Parks Commission will pursue purchase of the portions of the Doster rail bed that are located in the Township, and will coordinate their efforts with Richland and Gun Plain Charter Townships to develop a multi-jurisdictional greenway connection.

Location

Prairieville Township

Cost

Unknown

Funding Source

Unknown

Justification

Developing off-road trail connections improves safety for pedestrians and bikers, provides a recreation opportunity that doesn't currently exist within the Township, and gives those without vehicles a safe way to access park and recreation amenities.

Action

The Township Parks Commission joined as partners with the SWMLC to protect land for water resources and wildlife habitat along the Prairieville Creek in the southeastern portion of Prairieville Township. The objectives of this project are to:

- 1) Protect land along Hickory Road through purchase
- 2) Educate landowners on low impact ways to manage their property (forestry, agricultural and grassland best management practices)
- 3) Work with landowners to eradicate invasive species, especially Buckthorn (*Rhamnus cathartica*)
- 4) Protect property around Mud Lake with conservation easements, which restrict development while remaining private property
- 5) Encourage land owners to create and improve in-stream and stream bank habitat to embrace the cold water fishery
- 6) Work with landowners in protecting undeveloped parcels along the eastern edge of Prairieville Creek
- 7) Reach out to landowners on the Prairieville Creek's valuable natural resource in the highly residential area.

The Park Commission hopes to have completed work on the Prairieville Creek Headwaters Preservation Program, and would like to develop a plan to create public access with informative displays and safe walkways.

Location

This property is located near S. Parker Road/Hickory Road and encompasses an area southeast which exits into Gull Lake at the Gull Lake Township park.

Cost

\$2,500.00

Funding Source

Unknown

Justification

Watershed protection is critical to the long term health of the environment. Increasing awareness of the role that every homeowner can take in this endeavor is beneficial to all.

2013

Action

The Township Parks Commission will hire a consultant to develop a site plan for Municipal Park that addresses the addition of a soccer field(s), parking needs, barrier free restroom facilities, State permitting requirements, etc.

Location

Municipal Park

Cost

\$3,500.00

Funding Source

Unknown

Justification

Municipal Park is the most visible and “urban” park in the Township, and with the development of a trail connection to other recreation areas has the potential for increased use.

Action

The Township Parks Commission will continue implementation of improvements at the Pine Lake Recreation Area that were identified in the master plan as funding becomes available.

Location

Pine Lake Recreation Area

Cost

Unknown

Funding Source

Unknown

Justification

This recreation area is the largest park in the Township and offers the greatest variety of amenities in the park system (i.e. basketball court, tennis court, etc.). Improving the facilities will greatly increase the recreation offerings in the Township.

2014

Action

The Township Parks Commission will conduct a survey of Township residents to determine current and future needs for infrastructure and programming. In addition, existing structures, equipment, and access will be reviewed in anticipation of the development of the Parks and Recreation Master Plan Update.

Location

Prairieville Township

Cost

None

Funding Source

None

Justification

In order to keep planning and implementing park improvement projects on a regular basis, focusing on the next steps that need to be taken to continue to position the Township for grant funding is important.



Appendix A

PRAIRIEVILLE TOWNSHIP PARKS AND RECREATION COMMISSION

NOTICE OF PUBLIC HEARING

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF PRAIRIEVILLE, BARRY COUNTY, MICHIGAN AND ANY OTHER INTERESTED PERSONS:

PLEASE TAKE NOTICE that the Prairieville Township Parks and Recreation Commission (“Commission”) is in the process of preparing an update for 2009 through 2014 of the Prairieville Township Park and Recreation Master Plan. As part of this process, the Commission will hold a public hearing to receive public input regarding this matter. The public hearing will be held at 7:00 p.m. on March 25, 2009, at the Prairieville Township Hall, 10115 S. Norris Road, within Prairieville Township.

Written comments will be received from any interested persons concerning this matter by the Prairieville Township Clerk at the Township Hall at any time during regular business hours up to the date of the hearing and may be further received by the Commission at the hearing.

All interested persons are invited to be present at the public hearing and to make comment to the Commission regarding this matter.

Prairieville Township will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of any printed material being considered at the hearing, to individuals with disabilities at the hearing upon seven (7) days notice to the Prairieville Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Prairieville Township Clerk at the address or telephone number listed below.

PRAIRIEVILLE TOWNSHIP PARKS AND RECREATION COMMISSION

Jill Owens, Clerk
Prairieville Township Hall
10115 South Norris Road
Delton, MI 49046
(269) 623-2664

Agenda
Prairieville Township Parks Commission
March 25, 2009
7:00 pm

Call to Order
Review / Approve Agenda
Approve Minutes of February 10, 2009 meeting
Treasurer's Report / Bills for Payment
Correspondence

Public Comments (3-5 minutes)
- Please state your name and address

Old Business

- Grants

New Business

- Budget Review / Approval
- Five Year Plan – First Hearing
- Bids – Decks – Park Clean-up
- Parks Employee Time Report
 - Gull Lake
 - Pine Lake
 - Pine Lake Rec
 - Upper Crooked Lake
 - Lower Crooked Lake
 - Parker Road
 - Prairieville
- Yearly Passes / Launch Fees / Pay Station / Website

Board Comments

- Chair
- Vice Chair
- Secretary
- Recreation
- Treasurer

Public Comments (3-5 minutes)

Adjournment

Addendum

Water Test Gull Lake
Pave Centre Pine Lake
Memorial for William Alman
Cell Tower
2009 Wish List
Prairieville Township Ordinance No. 128
Add Lower Crooked Lake, Upper Crooked, Gull Lake
Pine Lake Rec Area Trailer

Updated: April 16, 2009

DRAFT
PRAIRIEVILLE TOWNSHIP PARKS COMMISSION
REGULAR BOARD MEETING
&
Public Hearing

March 25, 2009

CALL TO ORDER

Chairperson Ritchie called the meeting to order at 7:00 p.m.

ROLL CALL All board members present

Also present 8 guests.

AMENDMENT & APPROVAL OF AGENDA

Motion made by Trustee Ritchie and seconded by Secretary Dixon to approve the agenda as amended. All Ayes. Motion carried.

APPROVAL OF MINUTES

Motion made by Trustee VanOverloop to approve the minutes of the February 10, 2009 Board Meeting as written. Supported by Trustee Ritchie. All Ayes. Motion carried.

TREASURER'S REPORT / APPROVAL OF BILLS

	Amt	Acct#
Chad Mazurek		
Mileage 387miles @\$.505/mile	\$ 195.44	860.0
Jim Stoneburner		
Snow Plowing-Gull Lake		2009 Yearly Fishing Pass
(4) @ \$20.00		in lieu of payment
Note: Motion made by Secretary Dixon to reimburse J. Stoneburner with 2009 Yearly Fishing Pass in lieu of monies. Supported by Trustee Ritchie. All Ayes. Motion carried.		
Bob Ritchie		
15 Sets of new keys for all parks	27.72	930.0

	Amt.	Acct#
42 Township Attorney Sparks		
43 Telephone/Public Hearing Notice	60.00	801.0
44 Plummer's Portable Toilets		
45 01/13/09 through 02/10/09	130.00	930.0
46 Comstock Printing		
47 2009 Annual Fishing Passes	177.50	900.0
48 Heartwood Construction		
49 Moving & Disposal of PLRA Trailer	3,480.00	930.0
50 O'Boyle, Blalock, Cowell & Assoc.		
51 5 Year Plan (first bill)	1,119.03	801.0
52 Joe Ritchie		
53 Mileage- 75 Miles @\$.505/mile	37.85	860.0
54 Jim Fish-Lochshore Farms		
55 Spring/Fall installation & removal		
56 of Docks at all launch sites	815.00	940.0
57 <u>TOTAL:</u>	\$6042.57	

58
59 Motion was made by Secretary Dixon to accept bills for payment as
60 presented. Supported by Trustee Ritchie. All Ayes. Motion carried.

61
62 Personnel Pay Schedule for Parks Board & Employees

63
64 Motion was made by Trustee Ritchie that the Township Parks Commission
65 adopt the following pay scale for 04/01/09 through 03/31/10. Supported by
66 Trustee VanOverloop. Four Ayes and Secretary Dixon opposed. Motion
67 carried.

68 Parks Commission (Chair) per diem \$60.00
69 Parks Commission per diem \$50.00
70 Parks Staff hourly \$11.00
71 Mileage per mile \$.55/mile (IRS Standard)

72 Motion was made by Trustee Ritchie to pay for regularly scheduled
73 meetings, however no payment for any special meetings. Supported by
74 Secretary Dixon. 5 Ayes - Motion carried.

75
76 CORRESPONDENCE

77 Paul Selviun of the Kalamazoo Diving Club would like to have a reduced
78 yearly fee for 7 members of his club. They bring in vehicles only and use
79 the park about 10 times a year. Motion was made by Trustee Craft to reduce
80 2009 Yearly Pass to half price of \$37.50 for Kalamazoo Diving Club
81 members. Supported by Secretary Dixon. All Ayes. Motion carried.

82 Note was read from Mike Flesher of Prairieville. He has concerns about
83 why gates are locked at the Municipal park during winter. He states the kids
84 are climbing over the fence.

85 Motion was made by Secretary Dixon to open small gate at north end of
86 park for winter months. Supported by Trustee Ritchie. All Ayes. Motion
87 carried. Vice-Chair VanOverloop states she will monitor the park.

88

89 Mike Elkins of the Sunday Morning Bass Club of Gull Lake wants the
90 \$25.00 Bass Tournament registration fee dropped for his group. Much
91 discussion followed. Motion was made by Secretary Dixon to cancel 2009
92 Bass Tournament fees for 2009 and refund all clubs that have paid prior to
93 today. Supported by Vice Chair VanOverloop. 4 Ayes and Chairperson
94 Ritchie opposed. Motion carried.

95

96 The Township Clerk has provided Chairperson Ritchie with an information
97 pamphlet for a Spring Education Seminar at Lansing Community College
98 for all Township boards.

99

100 PUBLIC COMMENT

101

102 Lloyd Goyings-Milo Road-Delton requested a copy of the proposed 2009
103 Parks budget, talked about our lease agreement at Gull Lake with the DNR,
104 concerns of not having a full-time caretaker on site, vandalism, etc. Trustee
105 Ritchie went over Item 24 of our lease agreement with Mr. Goyings.

106

107 Sharon Ritchie- 10064 Oak Drive -Delton spoke of concerns that our parks
108 are not user friendly and need to meet ADA requirements.

109

110 Mark Flick-Gateway Drive-Plainwell thanked the board for dropping the
111 Bass Tournament registration fees and also had questions about exiting Gull
112 Lake when the new pay station is in operation.

113

114 OLD BUSINESS

115

116 Grants – discussion among board members was to delay this subject until
117 our Five-Year Plan is completed.

118

119 NEW BUSINESS

120

121 2009 Budget Review –Board members had some discussion on a few of the
122 line items. Motion was made by Secretary Dixon to accept the 2009-2010
123 projected budget as presented. Seconded by Trustee Craft. All Ayes.
124 Motion carried.

125

126 PUBLIC COMMENTS

127

128 Mark Flick – Plainwell asked why projected revenue for the Upper Crooked
129 Lake launch site is lower than Pine Lake-Center Street. He feels better
130 monitoring of fishermen/boaters is needed at this park. In his opinion, the
131 parks should be taking in more revenue at the Upper Crooked site than that
132 of Pine Lake due to the activity and amount of parking spaces.

133

134 FIVE YEAR PLAN – First Public Hearing

135

136 Chairperson Ritchie explained to those in attendance what the Parks
137 Commission specific goals are for the next five years. Our agenda this
138 evening is ask for comments/suggestions with a 3 minute time limit.
139 Most comments were related to our parks meeting the ADA requirements.
140 Lloyd Goyings would like the parks to have a full-time caretaker on site at
141 the Gull Lake Park. Jim Fish, Jr.-Lochshore Road – Hickory Corners is
142 concerned about accidents or emergencies on M-43 when traffic is backed
143 up at the entry to the Gull Lake park. He suggests an emergency entry/exit
144 should be implemented for Emergency vehicles only. All board members
145 present agreed that we should look into this possibility. They address this
146 issue at our April 2009 meeting. All members were in favor. Jim
147 Stoneburner, Township Supervisor talked about the potential for a small
148 office/first aid station being placed at the old caretaker site. The public
149 hearing was closed.

150

151 *Bids

152 All bids for spring/fall dock installation/removal were reviewed. We only
153 received two written bids – Jim Fish, Jr.of Lochshore Farms and Dick
154 Miller Excavating. Guest Bobbie Miller states we should have all vendors
155 provide proof of Workman’s Comp/Liability Insurance coverage. The
156 lowest bid was \$815.00 total from Jim Fish, Jr. Motion was made by
157 Trustee Ritchie to award the dock work to Jim Fish, Jr. Secretary Dixon
158 supported. All Ayes. Motion carried.

159

160

161 *Lawn Maintenance Contract
162 An amended three year contract from Wayne Bourdo was discussed among
163 members. Secretary Dixon made a motion to accept the amended contract
164 as written. Vice Chair VanOverloop supported. All Ayes. Motion
165 carried.
166

167 *Parks Employee Reports
168 Handouts on rules, regulations, time sheets, activity reports and mileage
169 forms were reviewed by park employees. An explanation on accounts at
170 our local hardware stores was given.
171 The Gull Lake bath house furnace needs to be cleaned and inspected.
172 Chairperson Ritchie will call for service.
173

174 Discussion of the National City Merchant Services quotes of fees for
175 Processing of debit and credit cards. Motion was made by Vice Chair
176 VanOverloop to accept National City's monthly rate. Recreation Trustee
177 Craft seconded. All Ayes. Motion carried. National City will be
178 contacted and we will now have to have a formal contract sent for us to
179 review.
180

181 *Pine Lake-Center Street
182 Recreation Trustee Craft is still in the process of gathering information
183 from the County Road Commission for a paving estimate. She will also
184 contact the Gatney's on the east side of the launch site.
185 Mark Flick-Plainwell asked the board to contact him after the meeting. He
186 Feels confident that local Bass Clubs may work to help repair/replace the
187 cement pad at this launch site. Trustee Craft will contact Mr. Flick and
188 DNR.
189

190 *PLRA
191 Mobile home has been removed. ViceChair VanOverloop will research
192 Soccer nets.
193

194 *Upper Crooked Launch Site
195 Picnic table needs repair, docks are being installed
196

197 *Lower Crooked Launch Site
198 Dock is being installed
199
200

201 *Parker Road
202 Wayne Bourdo will be completed spring clean up this week
203

204 *Yearly Passes

205 Trustee Ritchie passed out the new 2009 Yearly Fishing Pass for the
206 Board's review. It's been decided to make labels for a Trailer number
207 which was omitted by the printers. Secretary Dixon would like to initiate a
208 Senior Discount for Yearly passes. After much discussion, Trustee Craft
209 motioned for No Senior Discounts on Yearly Passes for 2009. ViceChair
210 VanOverloop seconded. 4 Ayes and Secretary Dixon opposed. Motion
211 carried. Secretary Dixon made a motion to revisit this subject at our
212 November 2009 meeting. Seconded by ViceChair VanOverloop. 5 Ayes.
213 Motion carried. Secretary Dixon updated board members on the year-to-
214 date bass tournament registrations and sale of 2009 Yearly Fishing passes.
215

216 BOARD COMMENTS

217
218 Chairperson Ritchie

219 Bob will be gone next meeting. ViceChair VanOverloop will conduct
220 meeting. Send add on agenda items to her.
221

222 Vice Chairperson VanOverloop

223 Jan Herbert, Kellogg Biological Station has asked to conduct a Bio-Energy
224 workshop at Gull Lake park.
225

226 Secretary Dixon

227 Thanks to the entire board for all their combined efforts as we are now
228 starting to see some of our goals reached. Char Bauman would like to rent
229 the Gull Lake park for her wedding. Much discussion, no decisions at this
230 time. The 4-T's membership brochure was discussed among the members
231 - no decisions.
232

233 Recreation Trustee Craft

234 No Comments
235

236 PUBLIC COMMENTS

237 Supervisor Stoneburner reminded the board about training of the employees
238 on writing tickets. We need to contact the Police Chief to coordinate a
239 group training. Also a request of the township board is needed to approve
240 the training.

241 The cell tower piggy-back at PLRA is still in negotiations. Minor details are
242 being worked on by the respective attorneys.

243

244 Chairperson Ritchie moved to adjourn the meeting. Supported by ViceChair
245 VanOverloop. Chairperson Ritchie adjourned the meeting without objection
246 at 10:59 pm.

247

248 Respectfully Submitted,
249 Colleen Dixon, Secretary



Appendix H

APPENDIX H. COMMUNITY PARK, RECREATION, OPEN SPACE AND GREENWAY PLAN CERTIFICATION CHECKLIST



Michigan Department of Natural Resources-Grants Management

COMMUNITY PARK, RECREATION, OPEN SPACE, AND GREENWAY PLAN CERTIFICATION CHECKLIST

By Authority of Parts 19, 703 and 716 of Act 451, P.A. 1994, as amended, submission of this information is required for eligibility to apply for grants

INSTRUCTIONS: Complete, obtain certification signatures and submit this checklist with a locally adopted recreation plan.

All recreation plans are required to meet the content and local approval standards listed in this checklist and as outlined in the *Guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans* provided by the Michigan Department of Natural Resources (DNR). To be eligible for grant consideration, plans must be submitted to the DNR prior to the grant application deadline **with** a completed checklist that has been signed by an authorized official(s) of the local unit of government(s) submitting the plan.

Name of Plan:		
List the community names (including school districts) covered by the plan	County	Month and year plan adopted by the community's governing body

INSTRUCTIONS: Please check each box to certify that the listed information is included in the final plan.

<input type="checkbox"/> 1. COMMUNITY DESCRIPTION
<input type="checkbox"/> 2. ADMINISTRATIVE STRUCTURE <ul style="list-style-type: none"> <input type="checkbox"/> Roles of Commission(s) or Advisory Board(s) <input type="checkbox"/> Department, Authority and/or Staff Description and Organizational Chart <input type="checkbox"/> Annual and Projected Budgets for Operations, Maintenance, Capital Improvements and Recreation <input type="checkbox"/> Programming <input type="checkbox"/> Current Funding Sources <input type="checkbox"/> Role of Volunteers <input type="checkbox"/> Relationship(s) with School Districts, Other Public Agencies or Private Organizations Regional Authorities or Trailway Commissions Only <input type="checkbox"/> Description of the Relationship between the Authority or Commission and the Recreation Departments of Participating Communities <input type="checkbox"/> Articles of Incorporation
<input type="checkbox"/> 3. RECREATION INVENTORY <ul style="list-style-type: none"> <input type="checkbox"/> Description of Methods Used to Conduct the Inventory <input type="checkbox"/> Inventory of all Community Owned Parks and Recreation Facilities <input type="checkbox"/> Location Maps (site development plans recommended but not required) <input type="checkbox"/> Accessibility Assessment <input type="checkbox"/> Status Report for all Grant-Assisted Parks and Recreation Facilities
<input type="checkbox"/> 4. RESOURCE INVENTORY (OPTIONAL)
<input type="checkbox"/> 5. DESCRIPTION OF THE PLANNING PROCESS

6. DESCRIPTION OF THE PUBLIC INPUT PROCESS

- Description of the Method(s) Used to Solicit Public Input Before or During Preparation of the Plan, Including a Copy of the Survey or Meeting Agenda and a Summary of the Responses Received
- Copy of the Notice of the Availability of the Draft Plan for Public Review and Comment
 - Date of the Notice _____
 - Type of Notice _____
 - Plan Location _____
 - Duration of Draft Plan Public Review Period (Must be at Least 30 Days) _____
- Copy of the Notice for the Public Meeting Held after the One Month Public Review Period and Before the Plan's Adoption by the Governing Body(ies)
 - Date of Notice _____
 - Name of Newspaper _____
 - Date of Meeting _____
- Copy of the Minutes from the Public Meeting

7. GOALS AND OBJECTIVES

8. ACTION PROGRAM

Plans **must** be adopted by the highest level *governing body* (i.e., city council, county commission, township board). If planning is the responsibility of a Planning Commission, Park and Recreation Commission, Recreation Advisory Board or other local Board or Commission, the plan should **also** include a resolution from the Board or Commission recommending adoption of the plan by the governing body.

The local unit of government must submit the final plan to both the County and Regional Planning Agency for their information. Documentation that this was done must be submitted with the plan to the DNR.

Items 1, 3 and 4 below are **required** and must be included in the plan.

APPROVAL DOCUMENTATION: For multi-jurisdictional plans, **each** local unit of government must pass a resolution adopting the plan. Prepare and attach a separate page for each unit of government included in the plan.

- 1. Official resolution of adoption by the governing body dated: _____
- 2. Official resolution of the _____ Commission or Board, recommending adoption of the plan by the governing body, dated: _____
- 3. Copy of letter transmitting adopted plan to County Planning Agency dated: _____
- 4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: _____

NOTE: For multi-jurisdictional plans, Overall Certification must include the signature of each local unit of government. Prepare and attach a separate signature page for each unit of government included in the plan.

I hereby certify that the recreation plan for

_____ *includes the required content, as indicated*
(Local Unit of Government)
above and as set forth by the DNR.

Authorized Official for the Local Unit of Government Date

This completed checklist must be signed and submitted with a locally adopted recreation plan to:

**GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30425
LANSING, MI 48909-7925**

The recreation plan is approved by the DNR and the community (ies) covered by the plan, as listed on page 1 of this checklist is/are eligible to apply for recreation grants through

Date
By: _____
Grants Management Date