RECREATION ADVISORY COMMISSION AGENDA

Tuesday, September 8, 2026
5:00 PM

Albion City Hall
Mayor's Office
112 W. Cass Street
Albion, MI 49224

Zoom Link: https://us02web.zoom.us/j/82383045037

PLEASE TURN OFF CELL PHONES DURING MEETING

I. CALL TO ORDER

II. ROLL CALL OF THE COMMISSION

III. APPROVAL OF PRIOR MEETING MINUTES

IV. CORRESPONDENCE

V. ORDER OF BUSINESS

A. Update of Parks & Recreation Plan
2022.01.06 Albion Parks and Rec Plan 22-26-Reduced.pdf
MDNR Guidelines.pdf
MDNR Parks and Rec Plan IC1924_Community_Open_Space_Greenway.pdf
Albion Recreation Commission - 5 year plan strategy.docx

VI. PUBLIC COMMENTS (Persons addressing the Recreation Commission shall limit their comments to no more than three (3) minutes. Proper decorum is required)

VII. EXCUSE ABSENT BOARD MEMBERS

VIII. ADJOURNMENT

RECREATION ADVISORY COMMISSION
RECREATION ADVISORY COMMISSION

AGENDA ITEM REPORT

Subject: Update of Parks & Recreation Plan

Meeting: RECREATION ADVISORY COMMISSION RECREATION ADVISORY COMMISSION - September 8, 2026

ATTACHMENTS:

2022.01.06 Albion Parks and Rec Plan 22-26-Reduced.pdf
MDNR Guidelines.pdf
MDNR Parks and Rec Plan IC1924_Community_Open_Space_Greenway.pdf
Albion Recreation Commission - 5 year plan strategy.docx

City of Albion Parks and Recreation Comprehensive Plan 2022 - 2026



Fall 2021

ALBION CITY COUNCIL

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Nora Jackson

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Cullen Harkness, City Attorney

Donisha Brewer, Programming Manager

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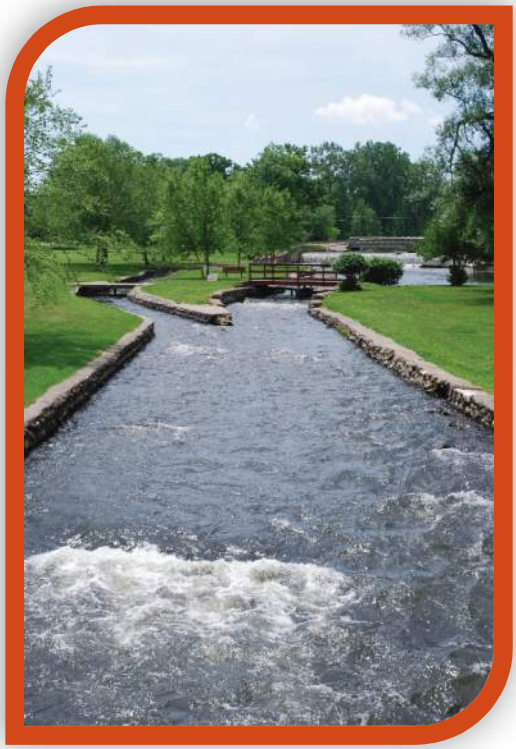
Executive Summary



The City of Albion, Michigan is committed to enhancing the quality of life of its citizens through the continued maintenance, enhancement and development of its parks and recreation system. The City of Albion Parks and Recreation Comprehensive Plan 2022-2026 serves as a guide for the continued development of public parks, recreation, open spaces and greenways throughout the community.

The Michigan Department of Natural Resources (MDNR) requires that an approved 5-year Community Recreation Plan be in place in order for communities to be eligible to apply for grant funding. This plan will make the city eligible for these grants, assisting our efforts to reach our parks and recreation goals.

The 2022-2026 Parks and Recreation Comprehensive Plan for the City of Albion focuses on the following goals:

A) Provide adequate facilities for outdoor athletics and recreation by improving parks, recreation properties, facilities, and equipment, with an emphasis on ensuring ample recreational opportunities within walking distance of low-income neighborhoods. Address safety standards and security at all recreational facilities as well as handicap accessibility in all parks, including access and equipment.

B) Develop Parks and Programming.

C) Provide for preservation and recreational use of the Kalamazoo River and Albion River Trail.

D) Provide for comprehensive and shared recreational programming and facilities including cultural, educational, recreational, and social programs for all ages.

E) Provide attractive entrances to the city with landscaping and welcome signs that provide consistent branding. (Basis: Partners for Progress, public comment, Project Rising Tide, Planning Team recommendation.)

F) Promote recreation programs and park facilities. (Basis: Focus groups, public comment, Planning Team recommendation, Parks and Recreation Survey

The planning process involved gathering background information about the City of Albion, including location, history, and social characteristics, as well as conducting an inventory and assessment of existing facilities. Public input through surveys, and supported by goals outlined in previous plans, was used to guide the development of the current plan's Goals and Objectives and Action Program/Capital Improvement Plan. The 2022-2026 Parks and Recreation Comprehensive Plan addresses those improvements and enhancements that best address the needs of the community.

Community Description

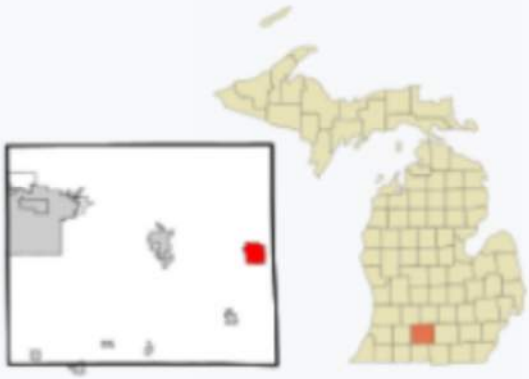
Regional Context

The City of Albion comprises 4.51 square miles and is located immediately South of the I-94 corridor in the eastern portion of Calhoun County. The city is bordered by Albion and Sheridan Townships and abuts the Calhoun County/Jackson County Line on the east, I-94 to the North, and the Kalamazoo River to the South. The City of Albion occupies a strategic position within a short driving distance of several major metropolitan centers in the Great Lakes region. Via the interstate highway system, Albion is just 40 miles from Lansing, 53 miles from Ann Arbor and 47 miles from Kalamazoo. On a larger scale it is 86 miles from Grand Rapids, 91 miles from Detroit, 98 miles from Toledo, and 93 miles from Fort Wayne, 175 miles from Chicago, 190 miles from Cleveland. In addition, Interstate 94 provides convenient access to international markets in Canada.

The benefit of Albion's centralized location is exemplified by its proximity to several excellent colleges and universities. Albion College, a private undergraduate liberal arts college, is located within the City of Albion. Additionally, Kellogg Community College has a satellite campus just two miles outside of the city. The following higher education institutions are located within a 30-mile radius: Jackson College, Spring Arbor University, Kellogg Community College main campus, Miller College, Olivet College, Hillsdale College and Baker College. Several additional universities and colleges are within an approximate drive of one hour. These include the University of Michigan, Michigan State University, Western Michigan University, Kalamazoo College, and Eastern Michigan University.

Albion

City



Location of Albion, Michigan

Coordinates: 42°14'48"N 84°45'12"W

Country	United States
State	Michigan
County	Calhoun
Area[1]	
• Total	4.50 sq mi (11.66 km^2)
• Land	4.41 sq mi (11.42 km^2)
• Water	0.09 sq mi (0.24 km^2)
Elevation	951 ft (290 m)
Population (2010)[2]	
• Total	8,616
• Estimate (2019)[3]	8,402
• Density	1,905.65/sq mi (735.85/km^2)
Time zone	UTC-5 (Eastern (EST))
• Summer (DST)	UTC-4 (EDT)
ZIP code	49224
Area code(s)	517
FIPS code	26-00980[4]
GNIS feature ID	0619906[5]

Development History

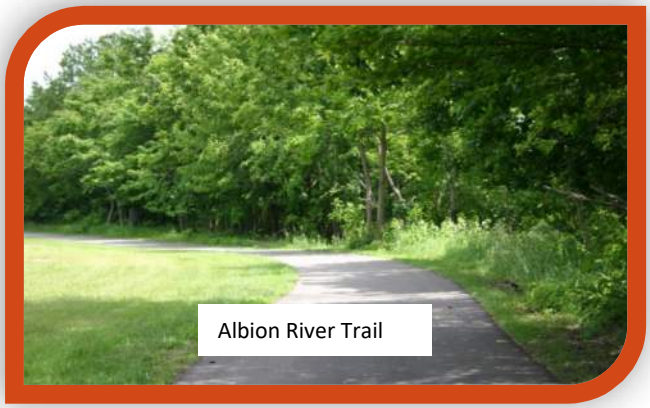
Through its evolution from a small mill community developed along the banks of the Kalamazoo River to a regional industrial center, Albion fittingly serves as a microcosm of the industrial cities of the Northeast and Midwest. Despite its small size, the experience of Albion during the latter half of the 20th Century closely mirrors that of countless other cities several times its size. From its pre-industrial origins to Urban Renewal, to the post-industrial era, in many ways the story of Albion is the story of the industrial Midwest. However, the city's unique history is physically manifested in the arrangement of its streets and buildings and their relationship to the city's major geographical features. It is these features which capture the essence of the city and define its physical character.

Albion was founded near the banks of the Kalamazoo River during the mid-1800s. Early mill operations located near the "Forks" formed the original nucleus of the settlement, which subsequently developed in a northward direction, out of the Floodplain and toward (what was then) the Territorial Road and the Michigan Central Railway. To this day, the city has a distinct north-south orientation, accentuated for the past several decades by the "gravitational pull" of I-94 developed in the mid-1950s.

Typical of most North American cities, Albion was laid out in grid form, and punctuated by a small number of radial streets which probably originated as early Native American trails and trade routes. The points at which these diagonal streets intersect the main street grid form neighborhood focal points (i.e., Five Points) and serve as distinct physical landmarks.

Superior Street forms the main axis of the City's central business district and runs in a north-south direction. Downtown Albion (i.e., Superior Street) is generally an in-tact collection of handsome turn-of-Century commercial buildings, approximately 4 blocks long and one block wide. The scale is modest (three to five stories) and pedestrian oriented.

The City's most intensive period of growth occurred in the post-war era when its population topped out at approximately 14,000 residents at around 1950. Post war development generally took place on the periphery of the central city in the form of suburban ranch and bungalow housing. This development was at its most intense northeast of the central city. Urban renewal activities in the 1960s laid bare several acres of land on the west side of town that remain largely vacant. Industrial land is found mostly north of the river and west of downtown.



Albion River Trail

The City of Albion owns and maintains approximately 100 acres of parks and trails. The 17 developed city parks range in size and scale from mini-pocket parks to the nearly 40-acre Victory Park, complete with its WPA Bandshell. The facilities and amenities provided in these parks include a range of options, such as playgrounds, canoeing, ball fields, basketball courts, shuffleboard, and disc golf. The City also maintains five properties (not all are owned by the city) that have not been designated permanent parks or open spaces but are being utilized in this fashion. These include a dog park, memorial garden, and landscaped greenspaces. Finally, the 1.6-mile Albion River Trail along the Kalamazoo River bisects the city from Victory Park to Harris Field.

Natural Context and Physical Features

The city is endowed with many natural and geographical features which contribute favorably to its ambiance. These include the gentle hills and bluffs which afford interesting views of the city, surrounding landscape, and the confluence of the two branches of the Kalamazoo River near the center of the city. The Kalamazoo River bisects Albion from the northwest to the Southeast and has affected the historical development of the City with respect to employment, early business locations, environmental issues, street layout and land use. In addition, the river provides a strong southern border and is a substantial asset to the area for its natural aesthetic quality, open space and recreational benefits.

Albion is also fortunate to possess a number of physical assets which lend it a strong visual imagery. This includes a cohesive downtown streetscape of well-preserved older buildings grouped along a traditional commercial thoroughfare. Street and sidewalk enhancements, done as part of the city's selection as a State "Main Street" community, and the church steeples which "bookend" the street and give it a well-defined beginning and end, provide a solid focus for the downtown. Significant buildings in the downtown include the Bohm Theatre, Railroad Depot, City Hall, Mary Sheldon Ismon House, and the Public Library.

The campus of Albion College is a handsome collection of architecturally significant buildings which lends the city an air of culture and repose. Historic preservation activities along Superior Street and Irwin Avenue and in other scattered parts of the city give the city an architectural richness and provide a direct visual connection to its past.

Floodplains and Wetlands

Over the years, the Kalamazoo River has carved a floodplain along its riverbanks. The Federal Emergency Management Agency has mapped these areas, which are normally dry but are expected to flood at least once every 100 years due to river overflow or surface water accumulation. The base flood level ranges from a 943-foot elevation at the City's eastern boundary near the Whitehouse Nature Center to 937 feet at Superior Street and 931 feet at the western City limits. Development proposed for land within this area should be restricted or planned to minimize the impact of flooding on development. The majority of this floodplain shall be preserved as open space or park land to minimize the harmful effect of flooding.

Wetlands are saturated areas which include swamps, marshes, bogs, wet meadows, mud flats, and natural ponds. They are beneficial because they filter, store, and recharge groundwater; serve as a buffer for flood control; nurture wildlife such as waterfowl and fish; purify water and produce oxygen; and often serve as recreational locations. Therefore, consistent with state and federal initiatives, development within areas affecting Albion's wetlands should be discouraged. The two most significant wetlands in the city are located south of the Kalamazoo River at the City's western boundary, and east of the Albion College athletic facility near the Whitehouse Nature Center.

Soils

Surveys completed in conjunction with the 1964 Albion Comprehensive Plan categorized soils within the following three general classifications: sandy clay and loam, sandy loam with gravel clay base, and undulating sandy loam. In general, the northern half of the city consists of level sandy loam fixed with a sandy and gravely clay subsoil.

The soils vary from well-drained loans to small regions of poorly drained soils. The region is mainly level with some short, steep slopes next to the marshy areas. The southern half of the city is a sandy loam with a sandy clay subsoil. Erosion is light to moderate due to the more pronounced slope characteristic of the area.

Social Characteristics

Table 1: Pop. Change 1940-2020

*Source: U.S. Census

Year	Population	% Change
1940	8,345	3.00%
1950	10,406	24.70%
1960	12,749	22.52%
1970	12,112	-5.00%
1980	11,059	-8.69%
1990	10,066	-8.98%
2000	9,144	-10.02%
2010	8,616	-5.77%
2020	7,700	-10.63%

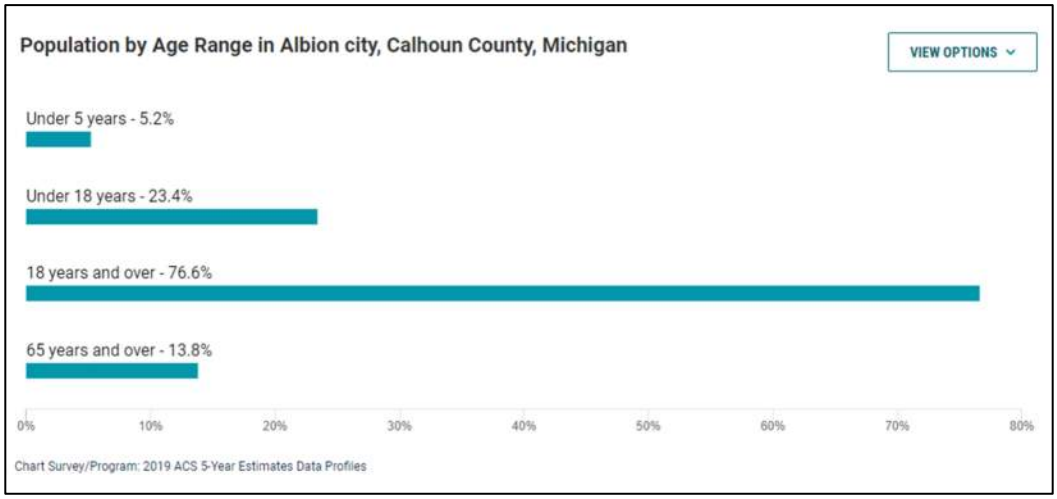
City Population

Albion is a city in Calhoun County in the southcentral region of the Lower Peninsula of the U.S. state of Michigan. The population was 7,700 at the 2020 census and is part of the Battle Creek Metropolitan Statistical Area. Continuing a trend which began in the 1960s, Albion saw a decrease in population during the 2010s as shown in Table 1. It should be noted however, that the City's population figures and the trends they represent have historically been distorted by the nuances of census reporting, specifically the inclusion of the volatile college student population in some census counts and the exclusion during other census counts. Ultimately, however, there has been a steady decrease in the population over the past six decades.

In 2020, the population of the city of Albion was 7,700, representing a 10.63% decrease in the number of people living in the city since 2010.

Age Structure

Table 2: Population by Age



Age characteristics are a useful demographic indicator for recreation planning purposes, as a community's age composition helps determine the appropriate mix of needed recreation services and facilities. The types and location of recreation facilities and programs will depend, in part, upon the age structure of the population. The following table (Table 2) breaks down the various age groups using data from the 2020 Census.

Persons with Disabilities

The 2014-2019 American Community 5-Year Survey estimates 11.8% of the population under 18 years of age, 32.2% of the population 18-64 years of age, and 67% of the population 65+ years of age are reported to have a disability.
Title II of the American with Disabilities Act (ADA), which took effect in 1992, prohibits discrimination, both intentional and unintentional, against individuals with disabilities in all programs, activities, and services provided by public entities. It applies to all state and local governments, their departments, agencies, or special purpose districts of state or local governments.

The implications of ADA for the City of Albion are significant. Parking lots, sidewalks, picnic tables, play equipment, playground surfaces, wayfinding and other recreation facilities within parks must be examined regularly to determine if their design creates a barrier that prevents use by all segments of the population. Programs must be examined to be certain they provide recreation and leisure opportunities to all residents, regardless of their social, economic, or physical status.

Administrative Structure

The City of Albion's Recreation Department is administered by the City Manager. The COVID-19 pandemic had a significant impact on the functions of the City of Albion's Recreation Department. In 2021, the City of Albion entered into a service agreement with the Battle Creek YMCA to manage recreation programming for the Albion community. The Battle Creek YMCA handles the initial planning, program development, and day-to-day administration of the Recreation programs, activities, and special events.

The Recreation Department's mission is to provide leisure services to all segments of the community. Based on demand, the primary emphasis is on recreational activities geared to various ages within the community and that provide a blend of cultural, recreational and entertainment related activities. The Recreation Department is funded by a millage.

The parks in the City of Albion are administered by the Superintendent of the Department of Public Services, who oversees Parks, Cemetery, and Forestry. The Parks Unit staff consists of two full-time maintenance personnel, plus seasonal labor in the summer months.

The Parks Division responsibilities include maintaining nineteen parks for a total of nearly ninety acres, plus Stoffer Plaza, the grounds of City Hall, Transportation Center, Albion District Library, City parking lots and several street boulevards. Structures in the parks include picnic shelters, a band shell, a farmer's market, a skating shelter, restroom buildings, a concession building, a press box, a recreation pavilion and two maintenance buildings.

In 2019, the Albion City Council Approved Ordinance #2019-11, an ordinance to establish the City of Albion Recreation Advisory Commission. The duties of the commission include, but not limited to, reviewing the annual budget for the recreation department, and providing recommendations thereon, reviewing and making recommendations regarding bond proposals and capital improvements, reviewing fees for the recreation department, and making recommendations thereon.

Program planning and administration for Parks and Recreation in Albion is conducted at several levels. Initial planning recommendations, program development and day-to-day administration of the Parks and Recreation Programs are handled by the respective administrators and the city's Parks and Recreation Advisory Commission. They also recommend capital improvements to the Planning Commission, which has the responsibility to formulate a capital-improvement program (CIP). The Planning Commission reviews may make recommendations to the City Council on the capital improvements budget (CIB).

Description of the Planning Process

Albion's Parks and Recreation Plan was last updated in 2015 and was a basic update of the previous two five-year plans, which used the 2000 Comprehensive Plan for the Community as their basis. This plan is being updated concurrently with a revised Comprehensive Plan.

The Parks and Recreation Advisory Commission, City Staff and a Consultant worked to develop this updated plan. The public was involved through on-line surveys. Previous plans were also consulted, and relevant information was incorporated into this plan.

The City of Albion also collaborates with the Calhoun County Recreation Plan, Iron Belle Trail Regional Coordinating Committee, and Michigan Trails and Greenways Alliance on future recreation and trailway plans.

Parks and Recreation Funding

The funding for operating the city's parks system comes from the city's annual General Fund appropriation. Acquisition and development projects are typically funded through federal, state, private and community foundation grants, with matching funds coming from the City's Capital Improvement Fund, which comes from the city's General Fund as well as donations and other grants.

The annual budgets for both Parks and Recreation are drawn up by the City Manager in consultation with the City's Finance Director and presented to City Council after reviewing the recommendations of the Director of Public Services, which has oversight of the Parks Division, and the Recreation Advisory Commission. The City Manager presents the recommended budget. The final budgetary decisions rest with the City Council, following a period for public input and a public hearing.

General Fund: The General Fund is the basic operating fund for the City of Albion. It was also the traditional source of operating funds for Parks and Recreation. General Fund revenues were derived from property taxes, state-shared revenues, federal grants, license and permit fees, charges for services, interest on investments, etc. Due to decreasing General Fund revenues, the Recreation Department budget was eliminated from the General Fund Budget and was replaced by a recreation millage. Parks remain funded by the General Fund.

User Fees: User fees are charged for facility use (i.e., picnic shelters and pavilions) as well as for participation in recreational programs.

Recreation Millage: In 2020, the residents of the City of Albion approved the renewal of a special recreation millage of 2 mills for 3 years dedicated to the operation of recreation programs for the City of Albion. The current millage expires in 2024.

Calhoun County Parks Millage: On August 4, 2020, the residents of Calhoun County approved a parks millage of 0.2 mills for 5 years to be used to operate, preserve, acquire, maintain, and develop parks in Calhoun County. The five-year millage is expected to generate $730,000 per year. Half of the money will go towards county parks and the rest of the money will be made available to all municipalities in Calhoun County for local park projects.

Grants: The Department's budget is supplemented by outside grants from private, public, state, and federal sources.

Recreation and Resource Inventory

An inventory of existing parks was conducted in November 2021. The physical inventory of local facilities consisted of site inspections of all City parks and recreation sites. An inventory of playground equipment and park facilities was recorded and reviewed with regard to location, acreage, quantity, quality, accessibility and condition. These facilities are organized as a Mini-Park (1 acre or less); Neighborhood Park/Playground (15+ acres); Community Park (25+ acres); as well as linear parks, special uses, and conservancy. In addition to an assessment of local parks and city-run recreational programs, we have included a summary of facilities and programs present in the community but operated by nonprofit or private entities. Please refer to the Calhoun County Parks and Recreation Comprehensive Plan for non-local parks and recreational opportunities.

DESCRIPTION OF RECREATION PROGRAMS

Albion Recreation Department: The Albion Recreation Departments mission is to provide recreational activities for all segments of the community. Through partnerships with other organizations within the community and the surrounding areas we are able to provide services to our residents. Many of our programs and activities take place either in City parks or at the Marshall Opportunity School.

CITY OF ALBION RECREATION PROGRAMS INVENTORY

Y Fitness Classes	Misc. Programs
Fitness & Feature	Easter Egg Hunt
Cardio Drumming	Holland Park Summer Camp
Ball, Band & Core	Kids N Stuff Summer Camp
Zumba	T-Ball Baseball
Yoga Flow	Play Right Academy
Barre	Difference Makers
Y Pump	Begin to Swim Lessons
Step Aerobics	Choose to Lose Weight Loss Program
Water Aerobics	Open Swim
Dance Water Aerobics	Gospel Aerobics
Silverstars	Espresso Yourself Meet & Greet
Dance Fitness	Community Bike Ride Program
Step	

The goal of the Albion Recreation Department is to provide a full range of leisure time activities on a year–round basis geared toward the physical, psychological, social and emotional wellbeing of the citizens who reside within the city's boundaries. Many of the programming options are made possible through the collaborative efforts of partners within the community and surrounding areas.

Mini-Parks - 1 acre or less

Bournelis Park

Location: NE Corner of Cass St. and Superior St.
Acreage: 0.1

Amenities: Benches, fishing, river trail access, flower bed, memorial plaque.

Accessibility Status:
Most of park facility meets.

Description:
Bournelis Park provides a shady rest-stop for downtown workers. It overlooks the river, the historic Cass Street bridge, and the restored historic Coca Cola sign. The Park is named for Pete Bournelis who operated a shoe repair shop at this corner for 44 years. (Located in neighborhood 13.) The park has recently been updated with signage and improved accessibility.



Recommendations: Provide visual link with Stoffer Plaza, open the view to the river, and add shaded seating.

Molder Park

Location: SW Corner of Superior St. and Michigan Ave.
Acreage: 0.1

Amenities: Benches

Accessibility Status:
Most of park facility meets.

Description:
Molder Park is a greenspace near downtown Albion. Named for "The American Molder," it has a bronze statue commemorating Albion's laborer in the foundries (circa 1974). The statue is said to be modeled after a photograph of John Passmore, a molder at Gale Manufacturing and Ideal Castings. Its highly visible location provides space for the community Christmas tree and the United Way fund drive sign.



Recommendations: improve sidewalk material

Porter Street Canoe Dock

Location: Between the Kalamazoo River at Stoffer Plaza and South Monroe St.

Amenities: Canoe launch

Accessibility Status:
Most of the facilities/ park meet accessibility guidelines. Street access is available, River Trail is accessible and canoe launch is moderately accessible.

Description:
Porter Park is a green space where a pedestrian bridge crosses the Kalamazoo River connecting the Central Business District to the outlying neighborhood and Albion College campus to the east. An official Albion River Trail canoe launch site was established in 2003. The access site is about 100 yards from the parking lot and is accessed by walking across the bridge and turning left to the river. The launch site is small. Distance to Stuart's Landing is about 12.6 miles. Just down-stream the river runs underneath the city of Albion's downtown for a short distance.



Recommendations: Improve signage and add directional signage along river trail directing to Porter Park.

Neighborhood Park/ Playground 15+ Acres

Harris Field

Location: 790 W. Cass Street

Amenities: Picnic tables, playground, concession stand, grill, and restrooms.

Accessibility Status: Some of the facilities/park meet accessibility guidelines, restrooms are not accessible, general areas accessible only over grass or gravel.

Description: This 5.1-acre park on Albion's west side includes a lighted baseball filed, a concession stand, a picnic area and a playground. Restrooms are available also. Harris Field is located at the end of the river trail. Park is used for both baseball and softball.



Recommendations: Playground only has swings remaining, are usable, but in poor condition and don't meet safety standards. Fields can be improved if there are plans to use them. Fence could be secured; bathrooms and concession area could be updated. Accessible routes should be added.

Ketchum Field

Location: 1000 East North Street

Amenities: Picnic tables, playground, concession stand, and restrooms.

Accessibility Status: Some of the facilities/park meet accessibility guidelines, restrooms are accessible, some facilities are accessible but over grass or gravel.

Description: Located on Albion's east side, Ketchum Field's 4.4 acres include a lighted softball field, a concession stand, a playground, a volleyball court and a basketball court. Restrooms are available.



Recommendations: Volleyball court is overgrown; fields could be improved. Playground equipment needs to be updated and does not meet safety standards.

McAuliffe Park

Location: SW Corner of Albion St. and Austin Ave.

Amenities: Picnic tables and grills, ball fields, basketball court, playground restrooms, benches.

Accessibility Status: None of the facilities/ park meet accessibility guidelines. Restrooms are not accessible, some minimal access but over grass lawn areas.

Description: Nearly 10-acre park includes baseball field, basketball court, picnic area, playground, flower garden and restrooms. This heavily used park, next to the former Harvard Industries, features 10 acres for passive and active recreation. The park was named for former Mayor Daniel M. McAuliffe. Restrooms are available. An extension of the city's trail system is being installed through the park.



Recommendations: Upgrade playground equipment, repair fence at ball field, add benches, add accessible routes through the site.

McIntosh Park

Location: State Street and Hoaglin Drive

Amenities: Sandlot ball field, playground, picnic shelter, basketball court, drinking fountain, and restrooms.

Accessibility Status: Some of the facilities/park meet accessibility guidelines. Limited Access from street to restrooms, restrooms are not accessible, some facilities may be accessible, but over grass lawn areas.

Description: McIntosh Park provides over eleven acres of recreational amenities. Named for James McIntosh, Albion's first African American councilman, McIntosh Park is located at State Street and Hoaglin Drive and has basketball courts, a picnic shelter, a playground, and a sandlot ballfield. Restrooms are available.



Recommendations: Playground equipment does not meet current safety standards. A walking path through the park is recommended. Prior to making any recommended changes, a soil/environmental assessment should be conducted. Bathrooms need upgrading and do not feel safe due to their orientation. This park serves one of the lowest income neighborhoods in the city and badly needs to be upgraded to meet the needs of the neighborhood.

Holland Park

Location: NE Corner of Albion and Cass St.

Amenities: Playground, children's garden, pavilion, restrooms, basketball courts, benches, drinking fountain, fitness equipment, and picnic tables.

Accessibility: Some of the facilities/park meet accessibility guidelines. Restrooms are accessible, no access from street or parking areas, some facilities are accessible over grass lawn areas.

Description: Built on the old West Ward School site, Holland Park's 6.4 acres offer basketball and tennis courts, a picnic shelter, a playground, and a memorial to Robert Holland, Sr., who was instrumental in abolishing segregation in Albion. A restroom is available. A new pavilion and outdoor fitness equipment were recently added.



Recommendations: a multi-phase plan has been developed for upgrades to the park, the first phases have been completed. See Action Program Plan.

Community Park – 25+ Acres

Victory Park/ Rieger Park

Location:
Victory Park: Located along the south and north branches of the Kalamazoo River, between Haven Rd and Hannah St.

Rieger Park: Located along the west side of the Kalamazoo River from Haven Road to Erie Street.

Amenities: Bandshell, playgrounds, pavilions, disc golf, warming shelter, pond, shuffleboard, baseball, benches, basketball courts, bicycle racks, bleachers, fishing, observation deck across from pond.

Accessibility:

Victory Park: Some of the facilities/park meet accessibility guidelines. Large play scape is accessible, some other facilities are accessible, but over grass lawn areas, restrooms are not accessible, picnic shelters are not accessible.

Rieger Park: Most of the facilities/ park meet accessibility guidelines. Park pond and warming facility are accessible, shuffleboard courts and other facilities are accessible but over grass lawn areas. Albion River Trail is accessible in this area.

Description: Covering 48 acres just south of downtown Albion, these adjoining riverbank parks include a waterfall, a wooded area, a natural spring, and a formal garden.



Victory Park (38 acres) was named at the conclusion of World War I. Recreation offerings include the Victory for Kids playground (constructed in a community build in 2003), band shell, baseball and football fields, a popular disc golf course, basketball and volleyball, a sledding hill, a fitness trail and a recreation pavilion. Restrooms are available. The recreation pavilion may be rented for use by groups or individuals.



Rieger Park (10 acres) was named for Hugo A. Rieger. It is located along the west side of the Kalamazoo River from Haven Road to Erie Street.



The Park has a warming shelter that includes restrooms and changing rooms for the swimming pond and beach. Shuffleboard courts are located just off of South Ionia Street adjacent to a Parks Department garage and restroom. Site can be used for winter ice skating.

Recommendations: Band shell needs to be assessed for structural integrity. Playground equipment in area 2 does not meet current safety guidelines. Dam and related old mill ruins and stone structures should be reviewed as part of the envisioned dam removal plan. Grills in the picnic area and full-court basketball should be upgraded. Pond debris needs to be addressed. Additional parking is needed to meet the use patterns of the park.

Special Use Parks

Barnes Park

Location: Located along the river next to Water Street.

Amenities: Beach, river access, picnic table, dock.

Accessibility: Some of the facilities/park meet accessibility guidelines, no access from street, limited access to facilities but over grass lawn areas.

Description: West of Superior Street along Water Street, Barnes Park has a fishing pier, a boat launch and picnic areas. The park is named for Truman Barnes, a longtime advocate of river clean-up. Highlighted by beautiful views of the Mill Pond, it is visited each year by hundreds of migrating waterfowl.



Recommendations: Park has picnic areas and a boat launch, but the dock needs to be replaced. Consider adding a canoe/kayak launch at this location. Grills would increase the use of the park. The river has been dredged in the past but has filled in with silt.

Crowell Park

Location: Between N. Superior and Clinton Streets

Amenities: Water tower

Accessibility: Some of the facilities/park meets accessibility guidelines. Park area is accessible from street and parking lot, there are no facilities in the park.

Description: Crowell Park is an open space park of two acres located on North Superior Street. One of Albion's first parks, the land was donated by Jesse Crowell and named Washington Park for the nation's first president. It was later renamed Crowell Park. Displayed in the park is the cornerstone from the 1845 stone mill at the current First Merit location, downtown. Crowell's hilltop location overlooks downtown and the historic Christ Apostolic Church, erected in 1884. The park is also the location of the City's water storage tower.



Recommendations: Would receive more use if seating was available.

Gold Star Park

Location: SW corner of Michigan Avenue and Clark Street

Amenities: Memorial

Accessibility: None of the facilities/ park meets accessibility guidelines. There are no facilities.

Description: Gold Star Park provides an attractive welcome at the east entrance to Albion on Michigan Avenue. It contains a memorial to Albion's military members lost in World War II and Korea. This park, located at Five Points (Michigan Avenue and Clark Street), serves as a memorial to local lives lost in war. A River Birch Tree in honor of Viola Liuzzo, slain civil-rights advocate, was planted around the year 1993.



Recommendations: Would receive more use if seating and pathways were available.

Lloyd Park

Location: Located on E. Cass Street at the Kalamazoo River

Amenities: performance deck, river access, tables, benches.

Accessibility: None of the facilities/park meets accessibility guidelines, no access from street, limited access to facilities but over grass lawn areas.

Description: This riverfront park adjacent to East Cass Street, is named for Thomas Lloyd, founder of the Albion Community Foundation. The park has a wooden platform that extends over the Kalamazoo River. It is frequently used for concerts and as a fishing pier.



Recommendations: Improve ADA access to the river and fishing pier.

McClure Park

Location: West of Albion Street along the Kalamazoo River

Amenities: River Trail, historic bridge, river access

Accessibility: Some of the park meets accessibility guidelines. Street access is available, the river trail is accessible, other facilities accessible over grass lawn areas.

Description: Named for former Mayor Jack McClure, the 30 acres of this natural riverfront park feature hiking trails, a picnic area, fishing and a restored train trestle bridge. The park's grounds run from Albion Street near Brownswood Road to the city limits along the north and south sides of the Kalamazoo River.



Recommendation: It has been suggested that a cross-country ski trail be developed in this area.

Stoffer Plaza / Market Place

Location: In the marketplace, between Erie, Cass and the Kalamazoo River.

Amenities: Farmer's Market pavilion, picnic benches.

Accessibility: Most of the facilities/park meets accessibility guidelines, street and parking lot access is available, Albion River Trail is accessible.

Description: Stoffer Plaza, named for William R. Stoffer, is located in the marketplace between the river and downtown. It is surrounded by parking for downtown. The plaza is paved with brick trim, features a natural spring, a large outdoor marketplace, and parking for downtown. The Farmer's Market is held in the pavilion (in season) on Wednesdays and Saturday. A pedestrian bridge connects the Plaza to Porter Park.



Recommendations: Plaza needs beautification, retaining wall between levels is structurally unsound. Pavilion needs to be painted. The fountain basin could be improved. The structure needs evaluation, as does the wall painting.

Washington Street Park

Location: NW corner of Washington and Eaton Streets on both sides of the Kalamazoo River

Amenities: River access, fishing, picnic tables, grills.

Accessibility: None of the facilities/park meets accessibility guidelines.

Description: This riverside park, bordered by North Eaton, Pearl and Washington Streets and the Kalamazoo River, offers fishing and picnic areas. It is a site of the Albion River Trail and 2014 environmental remediation.

Recommendations: Possible location for canoe/kayak landing. Needs bike racks.



Linear Parks

Albion River Trail

The Albion River Trails is a 10-foot-wide paved path running 3 miles through Albion. It begins at the edge of Riverside Cemetery where it connects to the paved trail and trailhead of the newly established county park, passes through the Albion College Equestrian Center, follows the Kalamazoo River through Victory and Rieger Parks, passes through downtown Albion, and ends at Harris Field. A recently constructed section begins at McAuliffe Park and follows along the south side of Michigan Avenue to Burstein Drive.

Future plans include extending the trail to the Industrial Park at Industrial Boulevard, connecting the trail to McIntosh Park in the Consumers Energy property along State Street, and connecting the trail to Holland Park via a 14'-wide pedestrian walkway when the Albion Street Bridge is reconstructed. With the exception of handicapped accessible vehicles, this is a non-motorized vehicle trail suitable for walking, running, biking, rollerblading, or skateboarding.

Albion is the nexus of four regional and national trail systems: The Calhoun County Trailway that will eventually connect to the Kalamazoo River Valley Trail to the west and the Falling Waters Trail in Jackson County to our east, the Great Lake to Lake Trail from South Haven to Port Huron, the Iron Belle Trail from Detroit to Ironwood in the Upper Peninsula, and the North Country National Scenic Trail from Vermont to North Dakota.

Albion is already experiencing significant cycling and hiking tourism as a result of being one of the few places in Michigan where these trails converge. Equally important, the Albion River Trail is a valued recreational resource that is widely used by Albion residents.

Special Use – unofficial parks

Riverside Cemetery



Description: While Riverside Cemetery is not included in the city's park system, it provides a beautiful setting for passive use. It was established in 1837, and overlooks the mill pond, a pleasant site for the fishing and migratory bird watching. Its park-like setting and historic burial markers invite visitors. An interpretive brochure highlights Albion's history.

Weatherford Garden



Description: Owned by the railroad, but maintained by the City and Citizens To Beautify Albion, this memorial garden contains plantings and a bench. The garden is situated between Clinton and Eaton Streets across the railroad tracks from the Albion Train Depot.

Collaboration Corner



Description: Owned by the landbank, this collaborative project of Albion College and the City of Albion shows the unitiy between the College and community. Benches, paths and raised planting beds are the cornerstone of this park at the corner of Michigan Ave. and Monroe St.

Albion Dog Park

Description: The Albion Dog Park is located at Berrien and Division Streets, on a vacant factory lot. The park needs signs, rules, shading and seating.

Significant Non-City Operated Recreation and Cultural Facilities/ Opportunities

Nonprofit Facilities (alphabetical order)

Albion College Recreational and Cultural Facilities Inventory

Albion College: Albion College, founded by the Methodist Church, is a selective four-year undergraduate institution renowned for its high-quality liberal arts education. Albion College is comprised of a 90-acre main campus, 144-acre Whitehouse Nature Center and 340-acre Held Equestrian Center.



Kresge Gymnasium includes the varsity basketball and volleyball court, along with the Ferguson Dance Studio.



The Dow Recreation and Wellness Center, located adjacent to Sprankle-Sprandel Stadium, is devoted to educational and recreational purposes, including individual and group sports activities, physical conditioning, and health and wellness programs.

The following facilities are part of the Dow Recreation and Wellness Center:

Ungrodt Tennis Center: The Ungrodt Tennis Center offers a state-of-the-art, 4-court indoor facility intended to serve Albion College students, faculty, staff, and community members.





Lomas Fieldhouse: The Bernard T. Lomas Fieldhouse contains flexible court space for intramural basketball, volleyball, badminton and tennis as well as a 1/9-mile track, two racquetball courts, a weight room, and cardiovascular fitness room.

Dean Aquatic Center: The center hosts a T-shaped pool with two diving boards, new starting blocks and lane markers, as well as a hot tub.



Bobbitt Visual Arts Center: Opened in 1965, the Center houses studios and lecture rooms of the Department of Visual Arts at Albion College. There are four galleries for the display of traveling exhibition, items for the permanent collection, and work of faculty and students. In addition, the center has facilities available for painting, sculpture, graphics, and numerous other art forms.



Whitehouse Nature Center: The Whitehouse Nature Center is 140 acres' worth of outdoor education, a Visitor's Center, and 5 miles of hiking trails.

Herrick Center for Speech and Theatre: Located at the Dow Center along with the Dean Aquatic Center on the Albion College campus, the Herrick Center houses the college theater, drama, and communications programs. The general public is invited to many of the performances.





Nancy G. Held Equestrian Center: The Nancy G. Held Equestrian Center offers students not only a quality riding environment, but also comfortable study facilities with wireless Internet technology.

Albion Community Foundation: Albion Community Foundation works with the local faith-based community to provide nutrition and physical activity promotion and programming through the statewide SNAP-Ed program.

Marshall Opportunity School: Marshall Opportunity School offers a variety of after school and summer programs and makes their facility available for use by the recreation department and community groups. Amenities include pool, track, tennis courts, football field, baseball and softball diamonds, playgrounds, auditoriums for theatrical performances, gymnasiums, and computer labs.

Albion District Library: The Albion District Library offers recreational and cultural activities to all ages. Community members may use public meeting rooms, local history resources, educational games, and computers. The Summer Reading Program is a major recreational program for the summer months.

Bohm Theatre: The Bohm Theatre provides a variety of film and live entertainment programs for all ages. It is utilized by the Albion 4-H Creative and Expressive Arts Program for their summer performance. Free movies are offered during the summer providing a safe place to go on Friday mornings when other programs are not operating.

Double Vision Center: Double Vision is in the process of renovating a former roller-skating rink for use as a community center.

Forks Senior Center: Forks Senior Center is a membership-based organization that specializes in serving seniors 60 and older. Membership benefits include a fitness center, exercise classes, lunch and learn, games and social activities, support groups and volunteer opportunities. Non-membership services are offered to the senior community include information and referrals, diabetic foot care, Medicare & Medicaid counseling, and a Senior Meal Site.

Gardner House Museum: The Gardner House was built around 1875 by an Albion hardware merchant, Augustus P. Gardner, who came to Michigan from New York in 1837 as a young man. He lived in this Victorian brick house until his death in 1905. The Albion Historical Society purchased the Gardner House in May 1966 from the City of Albion Public Library Board and turned it into a museum. The Albion Historical Society received an Award of Merit from the American Association for State and Local History in 1969 for this Museum. In 1971, it was placed on the National Register of Historical Places.

Kids at Hope Youth Development Center: The Center exists to provide a safe and nurturing environment for students and adults involved in youth service organization programs to interact, grow, learn, and succeed in a variety of areas. In order to get students to their life's destinations, the participating youth development organizations understand the Kids at Hope philosophy. The mission of the Center is to provide a space for programs that empowers children and youth of Albion to succeed. No exceptions! No excuses!

Kids 'N' Stuff Children's Museum: Kids 'N' Stuff Children's Museum provides fun hands-on learning experiences for all children and families through interactive exhibits and programs.

Vision of Life: Vision of Life offers a variety of life skills and recreational programming for the community. Sewing classes are one of their more popular offerings.

Private Recreation

Golf Courses: Albion is provided with several golf courses within a short driving distance. Whiffletree Hill Golf Course, Concord Hills, Duck Lake Country Club and Burr Oak Golf Courses are all within ten miles.

Rockey's Campground located just north of Albion, provides a basketball court, mini-golf course, playground, boat launch, swimming beach and hiking trail for campers.

Duck Lake, located 10 miles north of Albion, has a DNR-maintained public access point with a boat launch. Nearby DNR public access sites are located at Bell Lake, Prairie Lake and Winnipeg Lake.

Bowling: University Lanes, just east of Albion, has 20 lanes and an arcade.

Walking Tours

Several walking tours have been developed to promote our community

- Albion Art Walk
- Downtown Architectural Scavenger Hunt
- Purple Gang Tour
- Riverside Cemetery Tours
- College Campus Tour

Community Events

Several community events provide recreational and entertainment opportunities. These include:

- Festival of the Forks
- NAACP Back to School Celebration
- Albion Week
- Healthy Babies Day

Local Advisory Committees

Riverfront Advisory Committee and Tree Committee: The Riverfront Advisory Committee of Albion Community Foundation focuses on Riverfront development, maintenance, and use. A primary goal of the committee is the development of a white-water rapids canoe path on the Kalamazoo River and a multi-use linear trail system along the Kalamazoo River. Additionally, a subcommittee of the group addresses tree re-planting in the city right of way.

The Holland Park Advisory Committee: The Holland Park Advisory Committee was formed in 2014 to address the deteriorating condition of Holland Park. As of the writing of this plan they have completed a new children's playground, developed a children's garden, are working with the Forks Senior Center on activities for seniors and have secured funding for Heritage Hill, a testimonial to the history of the area and West Ward School.

Friends of Albion Trails Advisory Committee: The Friends of Albion Trails Advisory Committee was established to assist the City of Albion with maintaining the Albion River Trail. The group also assists with fundraising and with recommending future trail improvements to make Albion more amenable to cyclists and hikers.

Goals and Objectives

Goal A: Provide adequate facilities for outdoor athletics and recreation by improving parks, recreation properties, facilities, and equipment, with an emphasis on ensuring ample recreational opportunities within walking distance of low-income neighborhoods. Address safety standards and security at all recreational facilities as well as handicap accessibility in all parks, including access and equipment.

Objectives:

1. Ensure that basic amenities such as benches, tables, grills, and trash cans are available and in good working condition in all parks, as needed.

2. Replace playground equipment in neighborhood parks that does not meet current safety standards. This could include the installation of wireless telephones, security cameras and lighting to help combat vandalism.

    - Improvements to McIntosh Park. A priority of the city is to ensure that there are ample recreational opportunities within walking distance of low-income neighborhoods. McIntosh Park is located over an old landfill. It is the site of the first DNR grant received by the city in 1968. The playground equipment has not been significantly updated since that time and is in serious need of upgrading. Suggested improvements include Splash Pad
    - Playground
    - Benches
    - Recycle & litter bins
    - Dog waste station
    - Bike racks
    - Drinking fountains
    - Landscape/trees
    - Parking lots
    - Restroom/pavilion
    - Basketball/tennis/pickleball
    - Soccer
    - Lighting
    - Skatepark
    - Shade structures
    - Trail/sidewalks – what material (concrete, asphalt or aggregate)
    - Picnic tables at pavilion
    - Existing shelter removal
    - Grills

3. Improvements to Holland Park Including:
    - Install walking path.
    - Ensure adequate parking.
    - Install canoe/kayak launch.
    - Cleanup brush and fallen trees along and in Kalamazoo River that obstruct recreational river travel.
    - Increase ADA access to all elements including sidewalk to pavilion.
    - Install horseshoe pit.

4. The development of a community center is largely dependent on available resources.
    - Option A. Community Centered Recreation Facilities: Rather than having a singular site effort would focus on coordinating programming at existing sites to provide the variety of services that would be found at a community center.
    - Option B. Renovated Community Center: Vacant school buildings would be assessed for the feasibility of renovating to create a community center. Multiple nonprofit and for-profit tenants would occupy the space and offer an array of programs and services typically found at a community center.
    - Option C. Community Center Complex: A community center would be constructed to meet the needs of the community.

Goal B: Develop Parks and Programming.

Objectives:

1. Incorporate interactive public art whenever possible when enhancing parks, plazas, and open spaces.

Goal C: Provide for preservation and recreational use of the Kalamazoo River and Albion River Trail.

Objectives:

1. Develop a continuous linear park from east to west within the City along river, linking current parks, including the acquisition of the necessary properties.
2. Establish long-range plans with MDNR and governmental units in the region for recreation and parks development along the Kalamazoo River between Albion and nearby communities.
3. Maintain on-going river clean-up program with volunteers and City staff.
4. Review recreational opportunities when developing dam removal plans.
5. Evaluate canoe and kayak friendless that would allow for development of water trail along the Kalamazoo River.
6. Expand linkages to the Albion River Trail
7. Connect major activity areas in the community to the linear park.
8. Work with neighboring communities (Marengo, Marshall, Concord, Jackson County) to link Albion's linear park to a county-wide, regional, and state-wide system.
9. Support the addition of canoe launches throughout the city to assist in bypassing obstructions, such as low bridges. Suggested parks: Holland Park and McClure Park.
10. Work with others and review available information on Calhoun County Water Trail website and Kalamazoo River Council website to assist with to provide public access to the Kalamazoo River in outlying areas. Create parking, picnic areas and canoe docks in these outlying areas, establishing Albion as a destination or starting point
11. Establish fish and wildlife habitat improvements.
12. Removal of trees and lily pads along water paths.
13. Recommended Parks: Holland, McClure & Barnes
14. Provide a canoe/kayak launch and Holland, McClure and/or Barnes Park.
    a. Utilizing the river to enhance recreational opportunities is a priority for Albion. One of the more popular pastimes is canoeing. The city boasts several canoe launches, however, due to the height of several of the bridges in town, additional launches are recommended, especially for the novice canoers. We recommend the installation of 1-2 additional canoe docks. The most cost-efficient option is the EZ Dock system. The EZ Dock system is designed as an environmentally friendly floating dock for use with boats, personal watercraft, and as a free-floating swimming and fishing platform. The system can be used by residential and commercial applications. Appropriate uses include both recreational and commercial. The EZ Dock system design is composed of two parts, the floating polyethylene sections, and the molded rubber couplers. Both the polyethylene and rubber were chosen as materials for dock components as

environmentally friendly products which are completely harmless to the environment and can be recycled when their designed use is finished. In addition to being environmentally friendly, the products offer superior performance characteristics.

GOAL D: Provide for comprehensive and shared recreational programming and facilities including cultural, educational, recreational, and social programs for all ages.

Objectives:

1. Develop strategic relationships with nonprofit partners to ensure that the programmatic needs of all citizens are met.
2. Work with Marshall Public Schools to review potential uses for closed excess school buildings and space in the community.
3. Review the opportunities for the development of a “community center” concept. Possibly share use with other groups.

GOAL E: Provide attractive entrances to the city with landscaping and welcome signs that provide consistent branding. (Basis: Partners for Progress, public comment, Project Rising Tide, Planning Team recommendation.)

Objectives:

1. Develop sign standards for all City Parks, properties, and buildings with the updated branding
2. Identify key entrances for signage into the community

GOAL F: Promote recreation programs and park facilities. (Basis: Focus groups, public comment, Planning Team recommendation, Parks and Recreation Survey.)

Objectives:

1. Publish “Leisure Guide” brochure, highlighting available public and private facilities, program offerings and the location of parks and trails. Integrate into the Leisure Guide a means of collecting continuous feedback and comment from public.
2. Encourage the local newspapers to publish a calendar of events as a regular feature.

Action Plan

Year	Action Item	Cost Per Item	Cost per Year	Funding Source
2022	McIntosh Park Improvements	$2,000,000.00		
	Install walking path to new facilities & horse shoe pit in Holland Park	$65,000.00		
	Dam Removal Study	$100,000.00		
	Victory Park Band Shell Improvements	$100,000.00		
	Victory Park basketball & tennis courts improvements	$100,000.00	**$2,365,000.00**	General Fund, MDNR Grants
2023	McIntosh Park Improvements, Phase 2	$1,500,000.00		
	Albion River Trail Expansion - Austin/Michigan Ave to McIntosh Park	$200,000.00		
	Ketchum Field Improvements	$245,000.00		
	Holland Park Parking Lot	$75,000.00		
	City-wide Signage Improvements (parks & city entry points)	$150,000.00		
	Clean-up of water pathways (lily pads & tree removal)	$125,000.00	**$2,295,000.00**	General Fund, MDNR Grants
2024	Albion River Trail Expansion - N. Albion Street	$300,000.00		
	Canoe/Kayak Launch - Holland & McClure Park	$200,000.00		
	Holland Park Walking Path	$150,000.00		
			$650,000.00	General Fund, MDNR Grants
2025	Community Recreation Center	$4,600,000.00		
			$4,600,000.00	General Fund, MDNR Grants
2026	Update Recreation Plan	$15,000.00		
			$15,000.00	General Fund, MDNR Grants
		Total 5-year Cost:	**$9,925,000.00**	

Appendix A Funding Sources

Developing a funding plan will be a challenging, yet gratifying task. Locating and securing resources will be like assembling a puzzle, starting with key pieces and adding others to fill in the gaps. The key is matching the project to funder's interests. The following organizations may offer support to Albion. Since programs and deadlines may change, check websites for the most current information.

Federal Funding

The Catalog of Federal Domestic Assistance has a database of all Federal programs, a one-stop for all Federal grant opportunities (www.cfda.gov). If the College or another local non-profit can be used, or is formed, grants.gov can help find, apply for, and win Federal grants.

Environmental

National Fish Passage Program (U.S. Fish and Wildlife Service)
www.fws.gov/fisheries/FWSMA/FishPassage/fpprgs/GetInvolved.htm www.fws.gov/midwest/maps/michigan.htm
Midwest Field Office, Fort Snelling, Minnesota: 612-713-5360
The U.S. Fish and Wildlife Service's National Fish Passage Program is a non- regulatory program that provides funding and technical assistance for removing barriers to fish. The application deadline is in August.

U.S. Fish and Wildlife Service Partners
www.fws.gov/partners
The U.S. Fish and Wildlife Service's "Partners for Fish and Wildlife" program offers technical and financial assistance to private (non-federal) landowners who voluntarily restore wetlands and other fish and wildlife habitats on their land.

National Fish and Wildlife Foundation
www.nfwf.org/guidelines.cfm
The General Matching Grants Program awards matching grants to projects that: address priority actions promoting fish and wildlife conservation and the habitats on which they depend; work proactively to involve other conservation and community interests; leverage available funding; and evaluate project outcomes. Funding ranges from $10,000 to $150,000 and the deadline is in September.

Fish and Wildlife Service
http://federalasst.fws.gov/wr/fawr.html
The Wildlife Restoration Act (Pittman-Robertson) provides funding for the selection, restoration, rehabilitation and improvement of wildlife habitat, wildlife management research, and the distribution of information produced by the projects.

Trout Unlimited/NOAA Partnership www.nmfs.noaa.gov/habitat/restoration/projects_programs/crp/partners/troutunlimited.html
Awards support all aspect of a habitat restoration project: construction, engineering, planning, or outreach. Grants require 1:1 matches from a non- federal source or sources and vary from $10,000 to $100,000. While there is no formal application process, the project must be sponsored by a TU chapter or state council, or by TU staff.

NOAA/American Rivers www.nmfs.noaa.gov/habitat/restoration/projects_programs/crp/partners/american rivers.html
NOAA partners with American Rivers to fund community-based fish restoration that can include fish passage projects. The funding range is $5,000 to $25,000.

Natural Resources Conservation Service
http://www.nrcs.usda.gov/programs/whip/
The Wildlife Habitat Program awards projects designed to establish and improve fish and wildlife habitat. The program supports river projects such as fill removal, channel clearing and enlarging, fish passage construction, and replanting.

U.S. Army Corps of Engineers (ACOE)
http://www.nae.usace.army.mil/pservices/206.htm
Plan Formulation Branch (313)-226-6758
Funds from the Aquatic Ecosystem Restoration – Section 206 (Water Resources Development Act of 1996) program are awarded for river modification that improves water quality and fish and wildlife habitat.

ACOE may plan, design, and build projects that restore aquatic ecosystems for fish and wildlife and include recreation, including dam removal. Their expertise does not include whitewater recreation, and they would need to contract with specialists for this skill.

ACOE provides the first $100,000 of feasibility study costs, then may share costs for study after the first $100,000 of expenditures (50%), design and construction (35%), recreational features (50%) and operation and maintenance (100%). The sponsor receives a credit for the value of real estate necessary to build the project. The entire non-federal share of the project cost may be credited as work- in-kind, but the services must be provided after a formal Feasibility Study Cost Sharing Agreement or Project Cooperation Agreement is signed to receive credit.

Non-federal sponsors must be public agencies or national non-profit organizations that are capable of taking care of ongoing operation, maintenance, repair, replacement and rehabilitation.
www.lre.usace.army.mil/_kd/go.cfm?destination=Page&Pge_ID=2272

National Park Service
The Rivers, Trails, Conservation Assistance program supports grassroots efforts to preserve natural resources for public use. They broker partnerships and support projects financially with shared or matched funds. The link below illustrates an RTCA success in Bridgeport, IL and the Canal Origins Site.
www.ncrs.fs.fed.us/pubs/misc/chicagoriver/pdf/illmich.pdf

Economic Development Administration www.eda.gov/InvestmentsGrants/FFON.xml Regional Office (312) 353-7148
Two grant programs for public works and economic development have been available in the past to initiate and support community revitalization:

Economic Development Assistance Programs – Availability of Funds under the Public Works and Economic Development Act of 1965.

Regional Innovation Systems Research Project pursuant to the Consolidated Security, Disaster Assistance, and Continuing Appropriations Act, 2009
Contact the Regional Office regarding these programs. While proposals are not being accepted at this time, it would be worth asking when the next grant solicitation calendar will be available, and periodically checking for funding program updates, since the federal stimulus may impact programs and requirements in 2009.

Health and Wellness
The Environmental Protection Administration supports projects that integrate environmental protection and partnerships that address local community and economic goals.

There is a specific issue that is a priority for our nation: the obesity epidemic, particularly among children. Concern about hampered lifestyles, longevity, insurance and health care costs have catalyzed a commitment by eleven federal agencies to support healthy lifestyles. The Center for Disease Control is the driving force for innovative programs and funding, and a few notes from their website are listed below.

Child Care and Out-of-School Time Programs
- The National Child Care Information Center has gathered a list of funding sources and ideas for funding childcare.
- Afterschool.gov is a one-stop resource for information on federal funding sources.

- The Finance Project publishes brief reports that outline good strategies for sustaining, stretching and finding dollars for out-of-school and childcare programs.
- Youth Action Net, a website for youth-run programs gives tips for fundraising and a list of current grants.
- Children's Health and Social Services
- Find out if you are eligible for federal funding and how to apply in the Grants Net section of the Department of Health and Human Services.
- The Maternal and Child Health Bureau administers many federal programs to improve child and family health.
- The Center for Health and Health Care in Schools posts current funding opportunities and links to funding sources.
- The Community Toolbox for Children's Environmental Health offers small grants to community-based organizations each year.

Great Lakes drainage projects often include rivers like the Kalamazoo. www.nmfs.noaa.gov/habitat/recovery/index.htm

U.S. Fish and Wildlife Service will spend $115 million for priority construction, repair, and habitat restoration, and another $165 million for critical deferred maintenance, capital improvements, habitat restoration and other projects. www.fws.gov/grants

Private / Foundation Funding

Albion Community Foundation
www.foundationcenter.org
Many private foundations support environmental improvement and have been the source of significant funding for whitewater courses that are restoring habitat and re-watering river reaches. In addition, new funding programs have been developed to support the nationwide movement to re-introduce children and young adults to outdoor play and recreation. For more information about the Forum for Children in Nature, visit www.conservationfund.org/node/865. There may be model projects that spark ideas about fundable programs in Albion.

State Funding

www.michigan.gov/dnr-grants
Funding opportunities from state stimulus awards should be explored with these organizations:

The Michigan Natural Resources Trust Fund supports acquisition and development of outdoor recreation or protection of Michigan's natural resources. This fund awarded $200,000 to the City of Williamston for a whitewater course. www.michigandnr.com/PUBLICATIONS/PDFS/fishing/dams/DamRemovalGui delinesForOwners.pdf

The Michigan Natural Resources Trust also supported Michigan Heritage Water Trails along with the Michigan Department of Transportation in response to the state's vision to connect the state with trails for non-motorized users. These funds have been applied periodically to water trails. www.michigan.gov/mdot. Look for "Projects and Programs/Grant Programs." The Michigan Economic Development Corporation is the state's steward and advocate for travel and tourism resource grant opportunities http://michigan.org

County/Regional Funding

Regional revenue from hospitality assessments may be available. For more information on this program, contact the Greater Albion Chamber of Commerce.

In-Kind Assistance

Consultation regarding aquatic ecosystem restoration, dam deconstruction and infrastructure replacement may be available from US Fish and Wildlife Service, National Marine Fisheries Service, and the Natural Resources Conservation Service.

Win-win partnerships can be developed through creative networking. Many whitewater courses have been built with rock from road building or unrelated excavation. Landowners can donate glacial rocks and become "Ten Ton Donors."

Appendix B Community Center Study Conclusions 2002

Two beliefs are apparent among those who participated in this study, youth, residents, and leaders. First, the people in Albion would like a community center that is very comprehensive and includes programming for people of all ages. Second, there is concern about whether there is enough commitment or support to really develop a center.

The loftiest goal of the community center seems to be to unify the community. It is seen as a place where people can develop or deepen personal relationships with each other across age, race, religious, economic class, and ethnic lines. Another significant mission for the center expressed by participants in this study is providing activities to keep youth off the streets and out of trouble. Improving the health of the community by providing physical fitness equipment, classes and a pool are other important parts of the vision of a community center in Albion. A community center is also seen as a means of increasing the attractiveness of the Albion area, providing a center for entertainment and activities.

Youth, residents, and leaders all described similar patterns and shared common hopes for a community center. We have an active population. The desired features of a community center are similar across these groups. Everyone envisions space for physical fitness activities, sports, games, meetings, arts and crafts or woodworking, and offices. Some see an indoor pool or perhaps two and an indoor track. Some see dining facilities.

Many people agree that a center should be centrally located for convenience. The definitions of central May not all be the same, but people expressed the desire that it be downtown on the former Union Steel land or at the former Dalrymple School site or on the river by Eaton Street. About one third of the responses were from people who approve the idea of more than one location, perhaps a place like the Ismon House for meetings, classes, computer lab, crafts, and quieter games and another location for a gym, exercise space, swimming pool, and more active games.

There are many concerns or challenges expressed by people in this study. Some feel it will be a challenge having people of different ages, economic classes, and races using the same facilities and maintaining popularity. Teens in the focus groups were somewhat troubled by possible over-regulation. People in every group expressed worry about management and supervision. The complexity and diversity of Albion are also seen as challenges in establishing a community center. People specifically mentioned racial segregation, and a few are in favor while most are against it. We also have the challenges of economic, educational, and religious diversity. All three groups also expressed fears about whether funding could be located for building the center and sustaining it.

Idea about paying for the community center include grants, taxes, user fees, annual membership dues, corporate sponsors, collaborations with other organizations who pay rent for use of space (such as the hospital using a pool for therapy), fund raisers and contributions. The participants in the focus groups, telephone surveys, and leader interviews demonstrated a wealth of experiences, life practices, hopes, sensitivities, and abilities. Albion is a city with a human capital that could be put to work meeting the challenges of building and sustaining a community center.

This study demonstrates that Albion needs a community center. Many of the hopes and dreams of area residents can help shape the vision of a comprehensive, sustainable community center. The challenges expressed in this report suggest areas where CCAT work needs to concentrate. These areas include

- sustaining commitment among CCAT members and
- expanding this group to include other potential stakeholders in the community center,
- forming a legal board or foundation for the community center,
- determining the comprehensive mission of the community center,
- developing programs that fulfill that mission,
- designing the facilities needed for these programs
- locating funding for building and sustaining a center that fits the needs of the area's residents.

Appendix C - Public Input

Summary of Albion Parks and Recreation Survey Results

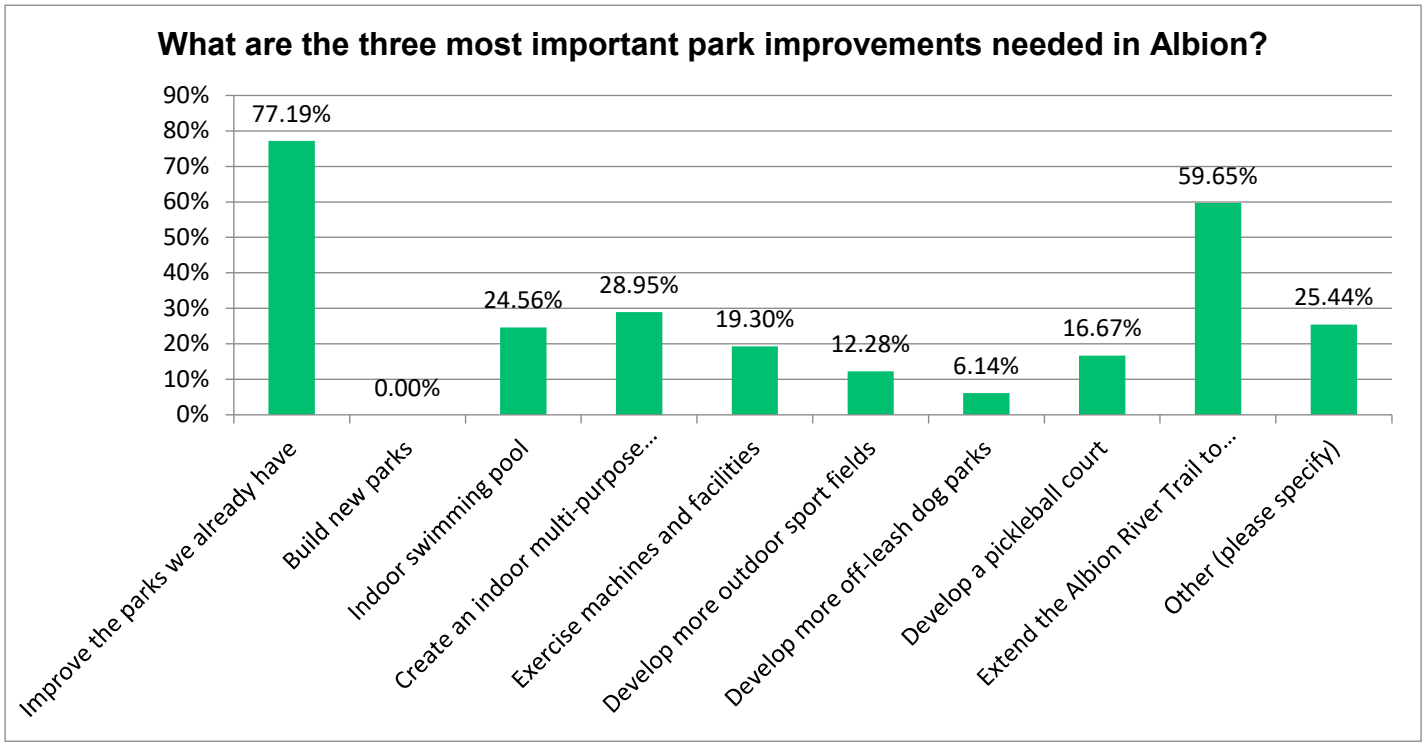
September 23, 2021

This survey was a combination of online and hard copy, with 114 total responses. It was publicized in the Albion Recorder, Albion E-News, and on the City of Albion website. The survey ran from mid-May to June 30, 2021.

What park do you live closest to?

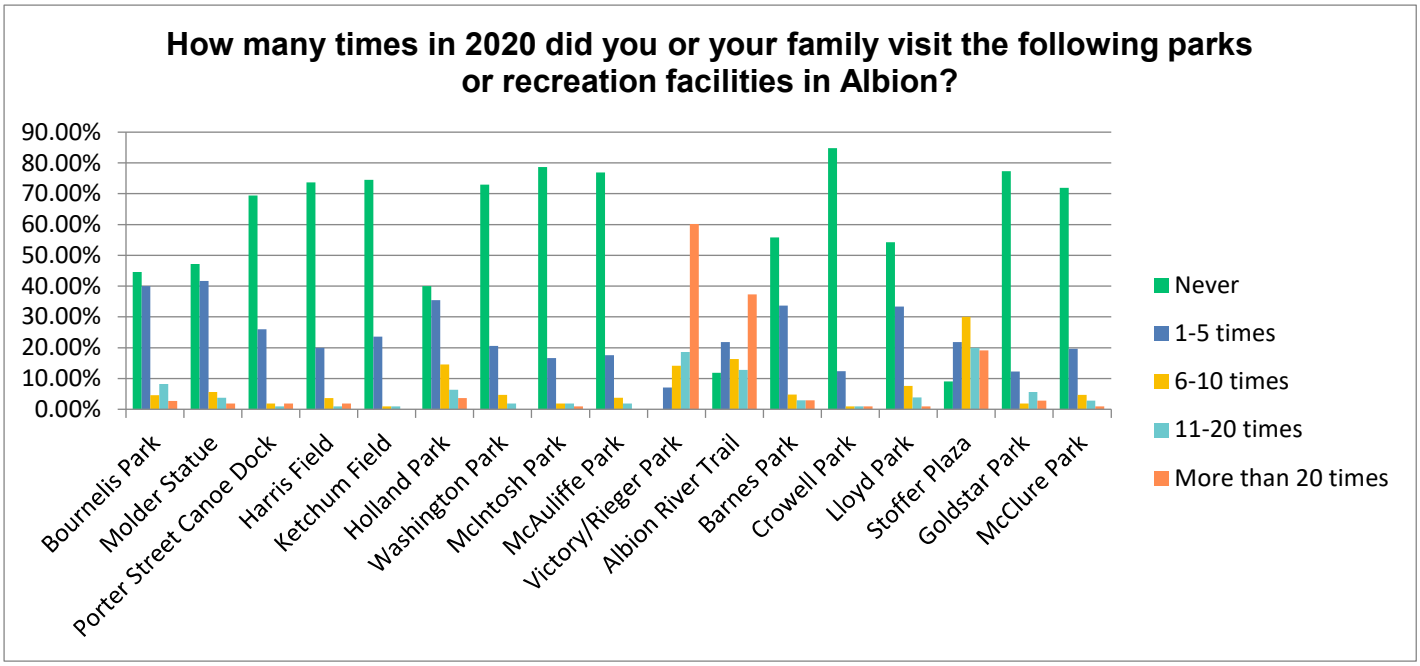
Victory Park	61
Holland Park	10
Reiger Park	9
Ketchum Field	7
Good Star Park	7
Barnes Park	4
Collaboration Corner	3
Harris Field	3
Crowell Park	2
McIntosh Park	2
Dog Park	2
Lloyd Park	2
Washington Park	1
Albion River Trail	1
Crowell Park	1
McClure Park	1
Molder Statue	1
Washington Park	1
TOTAL	118

The total is greater than the number of survey responses because several people listed two or more parks in the open-ended comments.



Below is a summary of open-ended comments about what types of park improvements survey respondents are interested in:

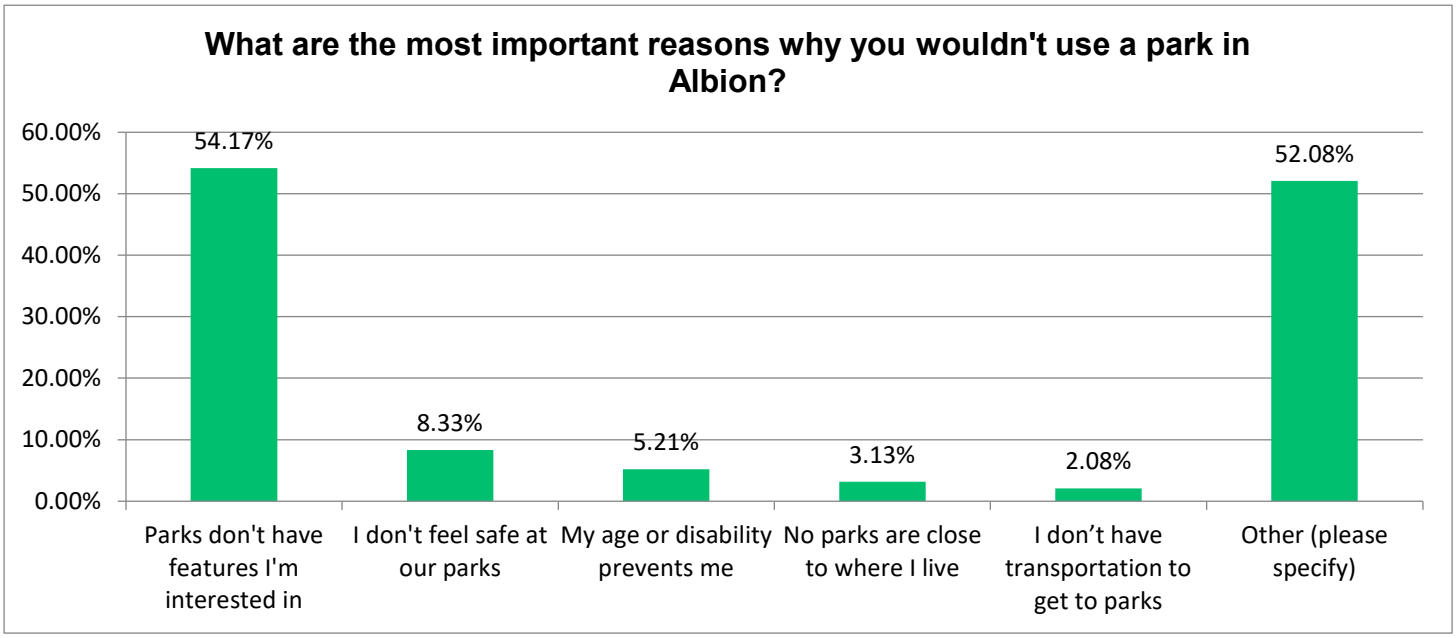
COMMENT	#
General maintenance and upkeep	23
Construct/enhance bathrooms in Holland, McAuliffe, McIntosh, and Victory	21
Restrooms/equipment/splashpad in McIntosh Park	14
Update basketball/tennis courts in major parks	13
Convert Victory Park skating rink to a multi-use pavilion	9
Extend/maintain Albion River Trail to connect neighborhoods and parks	8
Park benches/picinc areas	7
Landscaping/lighting	6
Enforce noise/other ordinances	5
Canoe livery/launch/remove dams	5
Pickleball courts in Holland, McIntosh, and Victory	3
Enhance ballparks and equipment in Ketchum, Harris, and McAuliffe	3
Reduce parks and park sizes	2
Update Victory Park Bandshell	1



The longer the green and dark blue lines, the less visited a park is. The longer the orange, light blue, and yellow lines, the more frequently a park is visited. The table on the following page shows the numerical values for this question.

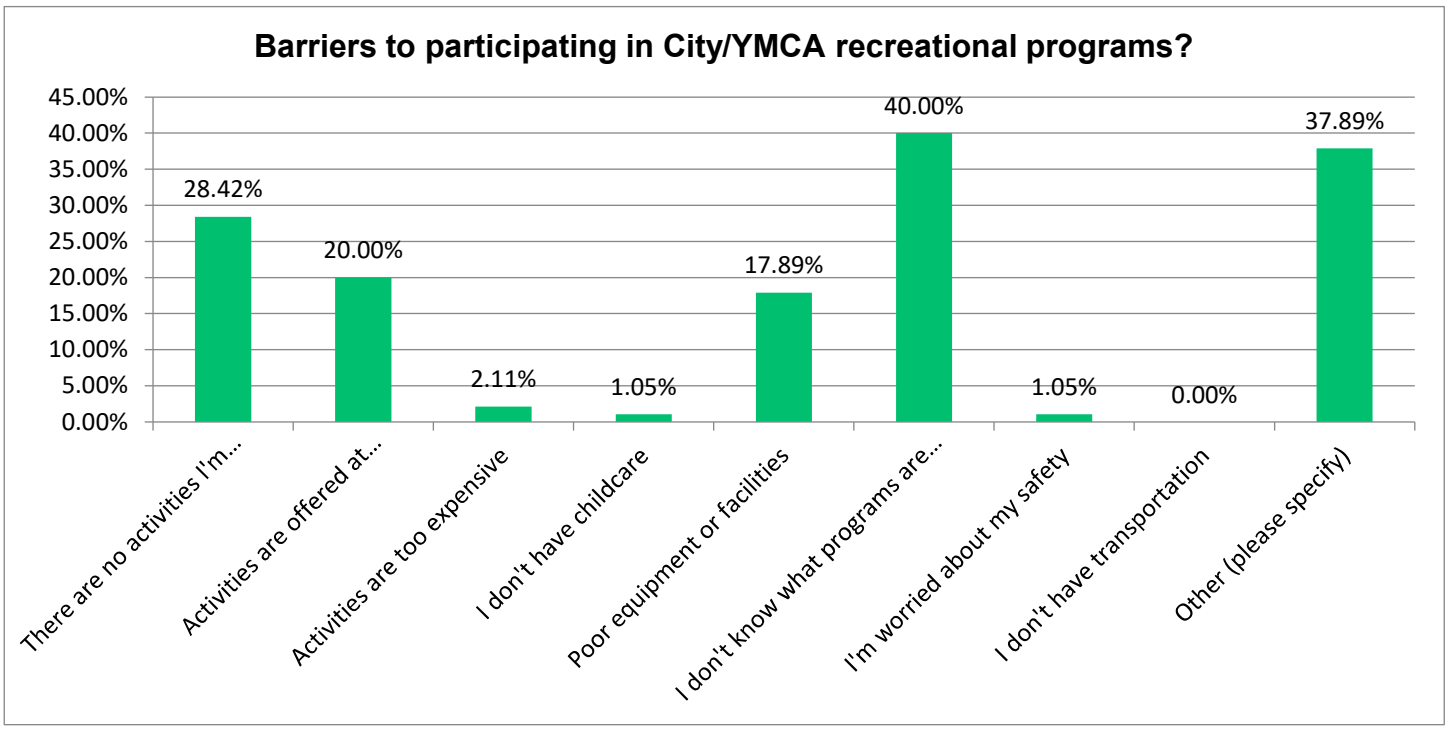
COMMENTS:

	NEVER	1-5 TIMES	6-10 TIMES	11-20 TIMES	MORE THAN 20 TIMES	TOTAL
Bournelis Parks (NE Corner of Cass and Superior)	44.55% 49	40.00% 44	4.55% 5	8.18% 9	2.73% 3	110
Molder Statue and Park (SW Corner of Superior and Michigan Ave.)	47.22% 51	41.67% 45	5.56% 6	3.70% 4	1.85% 2	108
Porter Street Canoe Dock (Between Kalamazoo River at Stoffer Plaza and S. Monroe)	69.44% 75	25.93% 28	1.85% 2	0.93% 1	1.85% 2	108
Harris Field (Ballfield at 790 W. Cass)	73.64% 81	20.00% 22	3.64% 4	0.91% 1	1.82% 2	110
Ketchum Field (Ballfield at 1000 East North St.)	74.53% 79	23.58% 25	0.94% 1	0.94% 1	0.00% 0	106
Holland Park (NE Corner of Albion St. and Cass St.)	40.00% 44	35.45% 39	14.55% 16	6.36% 7	3.64% 4	110
Washington Park (Washington St. and Eaton St. on both sides of Kalamazoo River)	72.90% 78	20.56% 22	4.67% 5	1.87% 2	0.00% 0	107
McIntosh Park (Near Crowell School at State Street and Hoaglin Drive)	78.70% 85	16.67% 18	1.85% 2	1.85% 2	0.93% 1	108
McAuliffe Park (SW Corner of Albion St. and Austin Ave.)	76.85% 83	17.59% 19	3.70% 4	1.85% 2	0.00% 0	108
Victory/Rieger Park (On Kalamazoo River, bordered by Hannah St., Haven Rd., and E. Erie St.)	0.00% 0	7.08% 8	14.16% 16	18.58% 21	60.18% 68	113
Albion River Trail (paved recreational trail)	11.82% 13	21.82% 24	16.36% 18	12.73% 14	37.27% 41	110
Barnes Park (Along Kalamazoo River by Water St.)	55.77% 58	33.65% 35	4.81% 5	2.88% 3	2.88% 3	104
Crowell Park (Between N. Superior and Clinton St.)	84.76% 89	12.38% 13	0.95% 1	0.95% 1	0.95% 1	105
Lloyd Park (On Kalamazoo River on E. Cass St.)	54.29% 57	33.33% 35	7.62% 8	3.81% 4	0.95% 1	105
Stoffer Plaza (Marketplace on Kalamazoo River behind Superior St.)	9.09% 10	21.82% 24	30.00% 33	20.00% 22	19.09% 21	110
Goldstar Park (SW corner of Michigan Ave. and Clark St.)	77.36% 82	12.26% 13	1.89% 2	5.66% 6	2.83% 3	106
McClure Park (West of Albion St. along Kalamazoo River)	71.96% 77	19.63% 21	4.67% 5	2.80% 3	0.93% 1	107



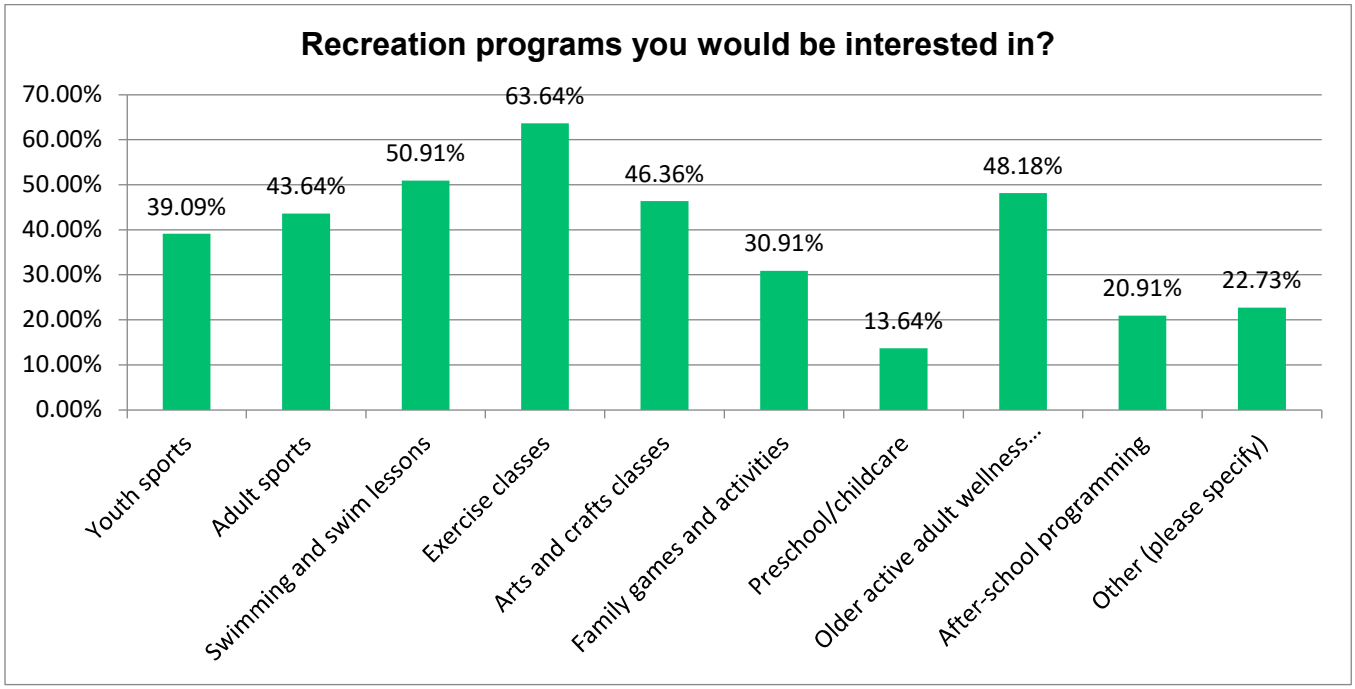
COMMENTS:
I am a senior citizen and do not have a need or want to go to the parks
The bathrooms
I didn’t use a park because there are parks closer to home.
Noise, vulgar music and not feeling that it is my place to contact the police department
There is no reason that would keep me from using a park in Albion
Bathrooms aren't open or they aren't kept up very well when they are.
There are some parks that I might not feel safe going to alone. One must use common sense but for the most part, I feel safe in Albions Parks.
Not clean or kept!
I would feel very comfortable using the parks.
sometimes I don't feel safe in the parks. Large groups of teenagers/young adults scare me.
No time - just rather bike ride
When you live near Victory Park, other parks pale in comparison. I consider the whole contiguous Victory Park area from Hannah Street to Cass Street, although the Cass Street area is named Lloyd I believe.
Sometimes I am too busy or sometimes the park might be a little too dark in the evening in the fall/winter. But i do feel safe during the day in any park
Didn't know they were there.
I don't understand this question and may be answering it incorrectly. I think these are all reasons why I wouldn't visit a park. Only one is currently a reason why I don't visit a park.
visit many often - Not applicable
There are no reasons to not use Albion’s great parks
An attraction or activity or a reason to go other than just as a place to sit would encourage me to go to other parks.
Parks are not set up for someone who has mobility issues. I have had problems with parking in the past. Uneven ground is dangerous for many people with disabilities.
"I like Albion parks
What no positives?"
Use ones closest to us
People not picking up after their pets
We tend to use the park that is close to our home.
We tend to use the park that is close to our home.
Filth would be the only thing to keep me out. Not an issue here but would be a leading reason above those listed
The activities are draw.
conditions of parks.
Too far away or lacking in features OR features are poorly maintained (ball fields for example)
Buildings and features are broken or in disrepair. Park is not mowed or clean.
Rest room facilities are out of date
Some of them I would not feel comfortable using but no real reason not to visit most parks.
Lack of adequate and safe sidewalks accessing the parks.
Dirty
We walk in parks closest to where we live.
no reasons :)
Dirty, filled with trash
Remember this was a Covid-19 year.
I have no problem going to any of the parks
Need bathrooms that are open and water.
Lack of events that interest me
Maintenance of park / cleanliness
I am not aware of all the parks.
Kiki
Not enough time, or its just too hot when I do have time.
Safety where drug use is high
I'm just new to town and haven't had the chance to use the parks much yet!
"I prefer to go where it's quiet and close because of

having combat PTSD"
Too many parks with nothing to do in them but sit or have a picnic - nothing to see, or to look at for two seconds and move on. Why call small little corners of intersections "parks"?
The maintenance of the parks is unkept.
I would use more parks other than Victory Park if they were connected by a recreational trail.



COMMENTS:
not enough youth sports
The only activities I read about (eNews) are for youth.
The need to wear masks kept me from using the YMCA programs. I would now like to participate in some of the exercise offered
"I work late hours and everything happens in the morning
There are no barriers for me personally that keep me from participating.
My children are grown. I would take my grandkids when they're available .
I just have never become involved with the recreation program partly because I had full time jobs or other commitments made that kind of free time difficult. I do enjoy and am active in the senior center now and very much appreciate the exercise classes and ping pong and social aspect of the senior center. It was grossly missed during the Pandemic. Many Seniors languished alone in their homes because they did not have the opportunity to participate in programs at the senior center. Sometimes, something so simple as reading a newspaper with other people around can be very important to a person who spends too much time alone.
They aren't clean or kept!
No barriers
I prefer to be alone or with my spouse and we do things together like walk the parks.
N/A
The facilities are nasty, dirty and falling apart, although the activities are very good and family members partake. Also, there is very little marketing done to promote the programs. I mean really! Get on that! Promote!
Sometimes I am too busy
Didn't know about programs.
Tennis courts are not repaired.
N/A
I have searched for YMCA class schedule. Can't find it. I attended one session of Step Aerobics. Can't get info to continue or to try another. YMCA of Battlecreek website also is not user friendly for programs in Albion.
Not sure if programs fit the needs of people with disabilities.
" None
* how come there are no positive choices in this survey? You will likely get results weighted to the negative."

Have gone to Forks Senior Center when it was open. Not going to work out with a mask on!! So will wait until that edict is lifted.
No barriers. Looking forward to the YMCA/Albion collaborations
I attend 4 classes a week. The swimming is the greatest. Just need to warm the pool a bit.
No barriers, I just choose not to participate in the programs.
Older crowd highly participates in YMCA activities and not people closer to my age.
My medical issues keep me from participating.
Albion Parks and Recreation has done a very poor job of advertising and when I happened to see something advertised it either filled up, didn't make, or was otherwise poorly communicated. I'll be honest, I am ashamed I didn't vote to not give more money to such a poorly run operation. These types of elections should only be on dates common for elections. It is deceitful to hold an election on days difficult for voters to get off work to vote. I can go to Jackson or Battle Creek for far greater options for my family.
Need to adjust my schedule and put recreational programs on my calendar. I don't have any mayor barriers.
The Y Center in Battle Creek have done a wonderful job with supplying the community with differs exercise programs
No barriers - happily participating!
I've enjoyed the YMCA programs. Please add Yoga and programs for kids
1) Better planning and communication - we must know about them in advance more so that we can consider them and sign up for them. 2) will have to have some consistency and longevity for people to gravitate toward these programs.
Since the YMCA is associated with Albion College I have no interested in supporting them, at least until their president is gone.
Nothing I'm 100% interested in joining, perhaps if we get some city sponsored youth activities (could be sponsored by small businesses, community group, etc)
The times are inconvenient, I just wish there were more times offered like early morning classes.
I have shown up for recreational programs too many times only to find that the program was canceled or have shown up at the pool only to find it was closed because there was no lifeguard scheduled. The Recreation Dept. has been nothing more than free play time in the gym at Opportunity High. I would like to know what they have done with all the money I am being for which I am being taxed.
I'm still wary of indoor group activities, I'm sure that wariness will fade as I get used to a post-vaccinated world



COMMENTS:
"Adult Group walking
Adult Pickleball
Adult kayaking and canoeing
I understand pickle ball is a great activity and I would like to see that available.
Walking groups offered at different times.
I would want to support many varieties besides just the ones I am using. These programs are terribly important to the mental health of the community and this community has a wealth of wonderful assets.

Adult lap swimming would be great. At a separate time from open swim so we can do laps without the children playing and being in the way.
"Tennis, badminton, pickle ball,
Line dancing , golf instruction"
Some of those I've checked, it depends on what they are. How about movie nights at the bandshell or, better yet, projected on a downtown building with shops staying open late?
I like the River Trail Walks. Would be nice to have them a little more often
I know I use the Y from Battle Creek exercise programs and it is great
Guided nature walks. Weekly scheduled walk combined with flexibility training.
"Band Shell, music
Walks, runs /fitness
Kayaks
Adult swim
I'd love to see the skating rink open back up to have another year round, safe social environment for the youth.
The more options the better.
Streamlined organized sports-many different programs but honestly a little segregated.
To be honest, We are not interested in structured activities. We are pretty content as we are.
We go to Jackson Parks and Rec for great options in these areas.
intergenerational activities
Please bring back the Peapods/Summer Dreams program or something similar.
Although we wouldn't use them, the youth sports should be a focus in Albion, Michigan.
Hiking/walking group
Yoga
Adult lap swimming without the kids
Things like ballroom dancing and yoga, meditation , individual exercise programs
"Theatre
Cooking
Creative and expressive arts
Work/learn programs like the Play Right Academy, which flexibility for more ages and recreational outlets that equip people of all ages for work opportunities. "

What is your favorite park, sports field, or trail in Albion, and why do you like it?

Reiger /Victory park. We enjoy walking along the river, looking at the waterfall and walking to play on the playground equipment. We also enjoyed the concerts in the park on Sunday's. It is also close to the Albion River Trail.
"Victory Park - many things to do there
Bike Trail - Somewhere safe to ride I/our bike"
Whitehouse Nature Center (if this is considered one of the city's parks) because is has many walking trails and you can cross country ski in there. Victory Park and the section of the bike trail on the east side of the city are also great. Victory Park is large, well kept, and features many species of trees. It also has areas of playing courts, etc. I like this section of the bike trail because it feels safer than the west side that is more isolated and you can cross country ski there if they haven't plowed it off.
Walk Trail
Victory Park
Victory Park because of the diversity of what can be done there and the connection to trails there in the park.
Victory Park is the most visited by us. Albion Trail is the most used. It is peaceful and comfortable
Victory Park. It is close to where I live; I can walk there. There are lots of trees. I like the covered pavilion and large "skating rink" area.. I also enjoy the concerts in the bandshell I also like History Hill at Holland Park
Holland Park. It's close to where I live.
Victory Park. We like the size, the available amenities, and the location to the trail from the Park to the Cemetery.
"Hard to pick a favorite. I like the new bike trail for walking near the cemetery. I love Victory Park and the Band Shell is a real treasure to this community. I frequently walk the bike trails through Albion. They are good walking and very scenic. The waterfalls, the traces, the wonderful bridge that brings it together. The lovely new corner on Cass street is just beautiful. I sat and had lunch in it with a friend one day. We just have an extraordinary wealth of beautiful parks."
Victory Park. It provides an opportunity to engage in multiple activities individually or as a family
"Victory Park has play equipment for the children.

It's well maintained and I feel safe there while walking and watching children play. "
Albion River Trail. Like riding my bicycle on it.
Victory Park - Because it is large and has many trees along with the river running beside it.
2 Trails - Use both 5x/week
River trail - great bike trail
Albion River Trail
The River Trail is my favorite trail because it connects different regions of town, and because I love to ride bikes.
Victory Park, has tennis courts none
Victory Park. It is the most beautiful park in the world, really, and I have lived many other places. All the old trees, and the bandshell, and the activity.
Albion River Trail, it connects many parks and brings people to Albion
Whitehouse nature center is my favorite. The quiet and restful natural setting. My kids like Victory park for all of the play equipment and fun programs.
Victory, larger open areas
Whitehouse Nature Center - It's the largest, spacious, and most welcoming place for nature. Second is Victory Park.
Victory Park- It's big and beautiful. Nice facilities for picnics and music.
"We go to the dog park every day. It's really nice to have a place where our dogs can run and play. Otherwise, we go to Victory, Rieger, Holland and Lloyd the most. But we also like Williams park."
Harris field, grew up playing baseball and made a lot of friends there.
river trail - beautiful. Nice to walk/bike off the road
Victory Park
Albion River trail - it is unique, natural and connects to larger trails. Available year round
Victory Park it’s nice
Victory Park - a lot of things are scheduled there, including Swingin' at the Shell, the now-defunct Community Band, Easter hunt, CBA picnic, and my wedding reception (in 2015 when it was finally legal for my wife and I to marry).
Favorite park is victory park. Favorite trail is also the trail through victory park that ends at the cemetery. But I also grew up near Holland Park and enjoy that park also.
Victory Park, large, beautiful and has so much to do for people of all ages...Holland Park is a close second...keeps getting better all the time.
Victory Park - It brings back lots of memories from my childhood. Love the bandshell, the sledding hill, the water spring, the picnic shelters and just oen for kids to run around.
Favorite is the section of trail south off at Haven Rd and winding through the forest to the cemetery. Pastoral view I beautiful and uplifting. Forest section is comforting and quiet. Winding layout of trail is artful. Cemetary is steeped in history and connection to those who have come before us.
 I don't really have a favorite.
Victory
Probably Victory Park and White House conservation area.
I like the trail that runs through victory park to the grave yard. Very scenic and walkable. I like the pavement
 Victory Park and the trail that goes through the park and up to the back end of the cemetery.
 Victory Park and the trail that goes through the park and up to the back end of the cemetery.
Victory Park and the south trail that ends at Riverside Cematary.
Victory park. Love the scenery and water features
"Victory
How many towns have such a treasure. "
Victory Park.. So many great areas.
Victory park trails (and trail connecting Victory Park to cemetery), but ultimately Victory Park as a great variety of nature space (waterways), and entertainment venue (band shell).
Victory park - sledding hill, bandshell, various shelters, river crossings, so spacious
Victory Park. It has the wonderful playground. Historic band shell and pavilion space too. It's got lots of shade and also is along the water.
Albion River Trail, I like to walk
Albion river trail that connects with North Country trail
Victory Park is my favorite because of the space and the variety of activities along with views.
Victory Park and the trail through town.
My favorite park would be Victory Park because I have gone there since I was a kid. My grandfather helped build it and even added a lot of my family's names to the boarder of the playground. Victory park provides a walking trail, basketball and tennis court, and of course the wonderful playground and sledding hill.
Victory Park is the most beautiful outdoor park space and offers myself and my family so many different outdoor activities. The beautiful play structure for the kids, the bandshell for concerts, and the sports fields for baseball, tennis, sledding hill, and Disc Golf. It offers beautiful views of the river and provides so many opportunities to connect with your neighbors and friends. Victory Park is also a park that connects multiple parts of our town together.
Victory Park - because of the river and wooded area.

Victory Park. Lots of space and several things to offer.
Victory park is great because its so big. However, it has gone down. There were broken slides, wood, and it was filthy with trash. Im not sure if this has been fixed since i havent been there since.
Victory Park
"Victory/Reiger Park - I like the water, stonework, and trees--it's a pleasant place to walk. I also like the ice skating rink when available."
"Victory Park
Trail from Victory Park thru cemetery and down thru town.
They are beautiful.
Victory Park because it has it all; the playground, river, band shell, sledding hill and walking trail.
Victory Park and adjacent bike trail.
We love the trail through Victory Park to the Cemetery where you can see the Equestrian Center. We spend the most time in Victory Park.
"Victory Park-the size, beauty of nature, and all the amenities this park has to offer such as the band shelter, the picnic shelter, the play structure, the other shelter, the sledding hill tennis and basketball court, frisbee golf, beginning of the trail. We started using this park since the 1960's. On hot summer days it was always a place to go to cool off. There were slides, swings, etc. I always took our grandsons there to play on the play structure. A good place to have our book club meet on summer days."
Victory Park, Holland Park (amazing!)
Holland Park because it is more appealing and current compared to the other parks. Victory Park is also appealing.
Victory park
Victory Park
Victory Park, love concerts at the shell and the trail.
Victory park - to walk in it along with the Albion Trail
Victory Park
The trail that runs through Albion. With some more investment, it could be a destination recreation experience.
Victory Park. It's a great place to walk.
Victory Park, for the size and water features.
Victory Park
Victory Park - the variety of things to do including the walking trail (going in several directions), the disc golf course and the river.
Victory Park- more resources
Victory Park and the Trail that goes from Victory park to the cemetery
Victory park and the trail through Albion.
Victory/Rieger -- lots of space for different kinds of activities for all ages
The trail from the cemetery to the ballfield
Victory Park and trail from the park to the cemetery.
Victory park trail - it is a beautiful place to walk
"Victory Park
Walking"
Victory park. It's right by my house and has decent structures for my kids to play on.
Reger
Victory park. Love the bandshell and walking the paths
Victory park beautiful setting
Victory Park. It is centrally located, lots to do, playground, basketball & tennis, fish, picnics/pavilion, disc golf, walking, sled hill.
Victory Park because it has so many trees.
"Favorite Park is Victory Park. It is really a great place to visit. It has all the amenities that one could want from the band shell to the playground, to the pavilion, tennis courts, ball fields and disc golf.
Favorite Trail is by far the river trail. It is a great asset to the community. Would like to see some development of the trail from Eaton street west to the ball field. "
Victory/Rieger Parks, bc of the river and scenery and trail that goes thru it
Victory Park. Swingin at the Shell. Disc golf, rivers, cleanliness, and the feeling of safety.
Victory Park - Beautiful when maintained properly, so many events can happen there.
Victory it's quiet and beautiful
I really like Victory park. It is big and beautiful and has all of the things a park should. I tend to spend a lot of time in Rieger park eating my lunch by the river.
Barnes Park-River access heading up river.
Victory Park. It' the nicest and that is where we played tee-ball as kids
The bike trail and the nature center. They both provide beautiful scenery.
Victory Park is my Favorite Park

The Whitehouse Nature Center because its quiet and away from people. Second is Rieger Park because it's in walking distance and I like to read on the benches by the water.
Victory Park - there are many things that a family can do while visiting that park. Children can play on the equipment, families can be entertained with events at the bandshell, one can sit and take in the tranquility of the river, and during the winter families can enjoy the sledding hill. Recreation department used to utilize the baseball ball fields for t-ball and soccer and football would utilize the larger spaces for practice and competition.
"Victory - for ""Singing at the Shell"" and the bike trail that goes through the woods and countryside to the Riverside Cemetery."
The Albion River Trail is my favorite because it connects the entire city, it’s beautiful, and it allows me to exercise and not stay in the same space.
The Albion River Trail. It's a great and scenic place to walk.
The bicycle trail through Victory Park and across Haven all the way to the SouthWest corner of Riverside Cemetary.
"Victory Park with the trails and frisbee golf
"Victory/Rieger Park, Albion River Trail, Holland Park, Whitehouse Nature Center
Victory/Rieger Park: wonderful to spend time in, variety of amenities, nice walking areas, river, bandshell, covered seating/meeting areas
River Trail: love walking and biking trails, variety of scenery is nice, protected and a good route
Holland Park: History Hill, covered seating/meeting area
Whitehouse Nature Center: immersion in nature, lots of trails, flowers, trees"

If you could make one change to any park in Albion, what would it be?

Up keep/maintenance of all the parks/equipment we have. Update the basketball/tennis courts at Victory
provide equipment for kids at Macintosh
A walking path beside Haven Rd. as it skirts the south side of Victory Park. So very much needed!!!
Benches
Redo the bathrooms
More maintenance for all parks.
"Noise ordinance to be enforced. When people are enjoying a great day and people are playing music that can be offensive to others. If it is loud and vulgar, we should be able to enforce the noise ordinance.
That is the number deterrent to going to the park."
Extend the River Trail to connect to the trail in Marshall
Upkeep. We have plenty of parks. Let's take care of what we have. Also, make McIntosh a real park. Now it's just an open field with not much there. Lots of kids live close to it.
Just maintenance. The play ground was a great idea, however it's poorly maintained.
"That is tough but I think the Band Shell has to be preserved because of the wonderful concerts and wonderful atmosphere that that park presents. There are many many communities that would love to have that structure and thanks to our forefathers who had the vision to think ahead, Albion is now the lucky recipient of that time in history. "
Keep them clean, neat. Consistent upkeep. They are eyesores right now.
Update and maintain play equipment at Holland Park and Victory Park.
extend river trail at both ends
All the parks need some TLC. Being that Victory Park is the most used, it could use a lot of fixing. Take a walk and see for yourself.
Increase maintenance on existing infrastructures.
extended the bike trail
Keep them well maintained by mowing, trimming, sweeping, cleaning
Cleaner toilet facilities!!!!
Resurface tennis courts!
Updates and augmentation: rest rooms, renovations like to the skating rink to make it truly multipurpose and so you can skate, the picnic pavilion is nasty, more activities for kids are needed.
Would be nice to see some do-able choices. The parks are a lot to keep up with now.
Maybe update equipment? Outdoor summer camp.
Better sports courts and more activities
Improve the sports facilities at Victory Park. I know we only pick one, but any of them is fine (tennis courts, basketball courts, baseball fields, etc.)
Tennis courts at Victory Park
I would plant trees in the dog park. I would also put more benches in the park.
More activities at all of them
decent restrooms in victory park
World class upgrades
Better bathrooms at Victory Park

Add some type of water park or fountain that kids can cool down in.
Take out the street by Barnes Park and make it bigger...
Picnic areas for families. More police patrol to keep out drug users and sellers. Cleaner bathroom facilities.
Refresh Victory Park - Tennis courts get use but the fence is rusty and surface is poor. "Old ice rink is used for large gathering but has no ambiance. Needs landscaping, painting, lighting, better parking, and painting to make it feel like it is not simply a derelict, unused ice arena but now re-purposed as large covered picnic pavilion.
Parks need to be more handicap friendly.
"Fill in the swamp at victory (by the hockey rink) and create some more sports fields.
Work with Calhoun county to build a paddle parking and river exit ramps at the old Starr campground and after the rapids in Marengo.
Make Albion a paddle destination
Open restrooms!
More lightening/ later hours at victory park
I would repair the tennis courts and basketball courts at Victory Park.
I would repair the tennis courts and basketball courts at Victory Park.
"Find finding to fox retaining walls in victory park or seek an alternative. Some areas are not structurally sound and it is eroding beyond the walls.
Parks in general seem fairly well maintained"
Work on landscaping more.
Upkeep of the facilities especially the bathrooms at Victory Park.. I actually think Albion has too many parks. They should cut down on the size of parks such as McClure, save the money and do a better job of keeping other parks in tip top shape.. We have parks for a city of 15K and now we are half the size.
Additional bike/walking trails that ran all across the city and connected to other trails in the area such as the Falling Waters Trail, etc.
Improve the upkeep - I know this is because City is understaffed.
Upgrade the bathroom in Victory Park
Resurface basketball and tennis courts at Victory Park.
I would improve the bathroom at Victory Park.
Renovate Ketchum field and make it a first rate park to play sports at.
Better/new bathroom facilities in Victory Park
Just better upkeep in general.
I would make a change to Victory Park and that would be to keep up with the tennis and basketball courts. By making the pavement better and adding the net to the tennis courts people will be more willing to go and play.
I would make sure that Macintosh Park had a pavilion with electricity and a beautiful play structure for the children in that neighborhood. In addition to a play place, bathrooms and outdoor walking (measured for laps/miles) would be a great addition to that neighborhood.
Maintain a certain level of cleanliness.
Better maintenance of parks and functioning bathrooms at each.
Cleaner victoey park and NEW BATHROOMS that are usable with someone keeping them clean.
More benches and bike lanes
possibly more children's playground equipment
"Up grade tennis courts and add Pickle ball. To Victory Park.
McIntosh Park splash pad and playground
Convert the shed next to the pond in Victory/Rieger Park into a canoe livery for renting canoes and kayaks to the public for use on the Kalamazoo River.
Updating tennis courts at Victory Park
"No trash
Pest control"
It would be McIntosh. I am sure there are funds (grants) that will develop a park for children and adult use. This park is surrounded by children with no safe equipment for physical, social and emotional development (playing together will increase social skills and mental health).
Mow better and better plantings and maintenance
Adding a water pad at any one of the parks would be great.
Improve the bathroom facilities at Victory Park
Maybe a water park for the kids!
More investment in McIntosh Park
More playground stuff in McIntosh Park.
Not sure. Pickle Ball!
Victory Park - redo the Garden area near Haven Road...possible wedding venue
Ketchum and McAuliffe - a little cleaning/sprucing up to look a bit more appealing/useful
Restroom area/ splash pad
General upkeep. Also bathrooms that are actually open and usable.

Maintenance (paint / reroof) to the pavilion over the ice skating rink
More seating and picnic bench areas
More rec programs and equipment in the north west section of the city.
Better use for sports
Victory, clean it up, redo bathrooms and fix pavilions.
Better restroom facilities
Better bathrooms in all the parks
Update some things, like the tennis nets at victory park. Put in an actual kayak/canoe launch.
Enforce the noise ordinance. I walk in the park and the cars parked with the really loud music is annoying.
some development to the river trail west of eaton street to the ball field.
Paint/update large Victory pavillion
Plant flowers the way Susan Rieske did back many years ago. Perennials..
Cleanliness
Remove dams and make better access for canoeing and fish passage.
fix the ice rink so it freezes in the winter
Better restrooms.
Fix the pavilion
I think they should be more dog friendly.
Would like to see some type of playground at McIntosh park for kids.
Upgrade Holland Park for basketball and add a pickleball court
"Having toilets available;
Running water for sanitation;
Creative trash receptacles so that people have fun while keeping the parks clean."
Better restrooms that are unlocked during the day in Victory Park and Holland Park. Also, more mowing along the edges of the Albion River Trail.
Be honest. Stop labeling little triangular bits of grass "parks." It is so obvious that the City is just trying to make it look on paper that we have a lot of actual parks. I am talking about the apartment side of the KZ river behind Stoffer Plaza closest to the bridge by the old brake shop. The so-called "canoe dock" is nothing more than a short walkway down to the river. There is no parking, no facilities, a terrible spot launch a canoe.
Having rules enforced.
Clean/maintain bathrooms in Victory/Rieger Park

Is there anything else you would like to add regarding Albion's parks and recreation facilities and programs?

Is it possible to use the Albion Opportunity High School pool for activities/swimming lessons what is preventing the public from using it?
It would be wonderful to have a facility where community could go to exercise at an affordable rate. To be able to provide swim lessons for kids and have space to provide youth programming. Our community needs and deserves a space for wellness - that is not reliant on the college!
Advertise: fix the website, get booklets created about using the river for boating and floating, include all ages. Don't assume older adults only want to use exercise equipment indoors--we want to use outdoor courts, trails, lakes, rivers, etc., but need information!!!
Disk golf course could have T signs added and benches. Cement is slippery when it gets wet. Make sure there are working restrooms, and have lights.
Pre-teen to early teen cooking classes would be great.
Regarding the question about how many times I have visited a park, many of these are small areas in town which I "visit" as I walk by, such as Bournelis, or Stoffer Plaza when I go to Farmer's Market. I appreciate these very much. Perhaps there are opportunities for cooperative efforts with such venues as Farmer's Market, and Walk the beat concerts.
I've been a member of NAACP nearly all of my adult life and will ALWAYS support the fight against injustice. Nothing will change that. But I am VERY CONCERNED that the Albion Branch is getting dragged into supporting a "vision" that will end up dividing people instead of uniting them in support of something that most people in Albion would get behind if it's left up to us. I know this is a survey about parks and recreation, but the college's approach to just about everything in Albion lately has been divisive, and recreation won't be any different. Putting a Y center on Michigan Avenue makes about as much sense as building a new elementary school there. It's just one more thing that benefits people who live close to Albion College at the expense of those of us who don't.
"I think I have expressed my own preferences but this is a dynamic community and I understand that the community needs to address different needs of its residents and we need to be aware of and respect the needs of others."
They need to he usable, accessible before you use the excuse that they aren't safe! They are not in a condition to be used, they are not clean, they are not kept...no need to worry about safety other than snakes in the grass on the courts!
Recreation activities are very important for all during winter months.
Consider adding playground equipment to the empty space where "nofh' school used to be

Other Rec Departments in other towns do trips. I go to Marshall and go on senior trips to places like South Haven, Lansing, etc. Day trips with low costs ($60 per person). They use a charter bus and don't allow children.
Trail maintenance needs improvement. Pruning, repair of bumps & holes, etc.
Indoor courts for tennis badminton & pickle ball
"Yes. As a decades-long resident of the City of Albion, for the first time ever I am enormously concerned about the power grabbing, bulldozing bully known and Matthew Johnson, the Albion College president. (To be clear, I am NOT affiliated with Albion College or the City of Albion; I serve on no boards or committees in Albion or anywhere in Calhoun County or elsewhere; I am not and never have been an elected official anywhere; my kids are not in any Albion schools and I am not affiliated with the schools; I am not employed in Albion; and I whole heartedly support quality, mutually beneficial, polite, and constructive “town-gown” relations.)
In his actions and his statements, in public and in private meetings—including with City Council and school board officials—Johnson has been a power-grabbing, intimidating, bullying obstructionist; a bad actor who manipulates innocent people for his own interests; selfish to the extreme; poorly mannered; an antagonist to well-meaning Albion citizens; a despicable player who is quick to “grab his ball and run home” (literally fleeing meetings where he doesn’t get his way); an insensitive lout who publicly and shamelessly mocks teachers and respected members of the community; an untrustworthy liar who will stoop to nothing to get his way; an unscrupulous, unethical, deceitful, bad tempered, intimidating, hypocrite who lies, harasses, yells, throws objects, hurts people, connives, bribes, and tries to take over seemingly every entity in this town.
He has intimidated people into retirement to avoid having to deal with him—and I am not referring simply to Albion College people. He runs the college like a fiefdom and has lost the respect of nearly all who work and attend school there. He is a mean fellow hell-bent on getting his way—my way or the highway—at any cost. He has aligned himself with disgraced, legally challenged, bitter, delusional, and misguided former politicians and others in Albion while being dismissive and disdainful of people who work in and for Albion and who have been duly elected by Albion citizens to run the City. In short, he is really angering a lot of area residents, and it’s getting worse every day.
Yep, he is “Not Midwest nice,” as he says. That’s about the only thing he’s gotten right since he arrived. But not being “Midwest nice” is no excuse for his behavior, attitude or actions. Plenty of other outsiders have come here full of initiative and ideas and attempted to help the city by working WITH people, not against them, and listening rather than bulldozing. He is causing great harm, and the city (and the college, for that matter) will forever be changed for the worst. The college taking over ANYTHING in Albion—other than the college—would be a sad state of affairs. The college can’t even get the COLLEGE right and it’s failing. Get your own house in order.
Specifically: I am greatly concerned about plans or conversations about assuming control, taking over, or otherwise subjugating the leadership and existence of these things:
- The Recreation programs—they are well run and can be improved if need be.
- The Parks—he has proven to be untrustworthy, and I wouldn’t trust him to upgrade or improve the parks without him feeling he should get something in return—like buying someone’s vote. It’s called bribery.
- The nonprofit Bohm—does he really think he can take over this gem that was restored by the citizens and run as a nonprofit?
- The Albion elementary school, Harrington, and the schools in general—after the difficult schools annexation, we do NOT need to throw the Albion public educational system into further chaos and division by starting a charter school or some other school that would destroy the tax base and line the Albion College coffers. A school run by Albion College? Albion College can’t even
- The Albion Dog Park. He better not take over this area and doom the best dog park in a several-county area.
- Other Albion programs, boards, organizations, and initiatives that his is trying to control through intimidation. "

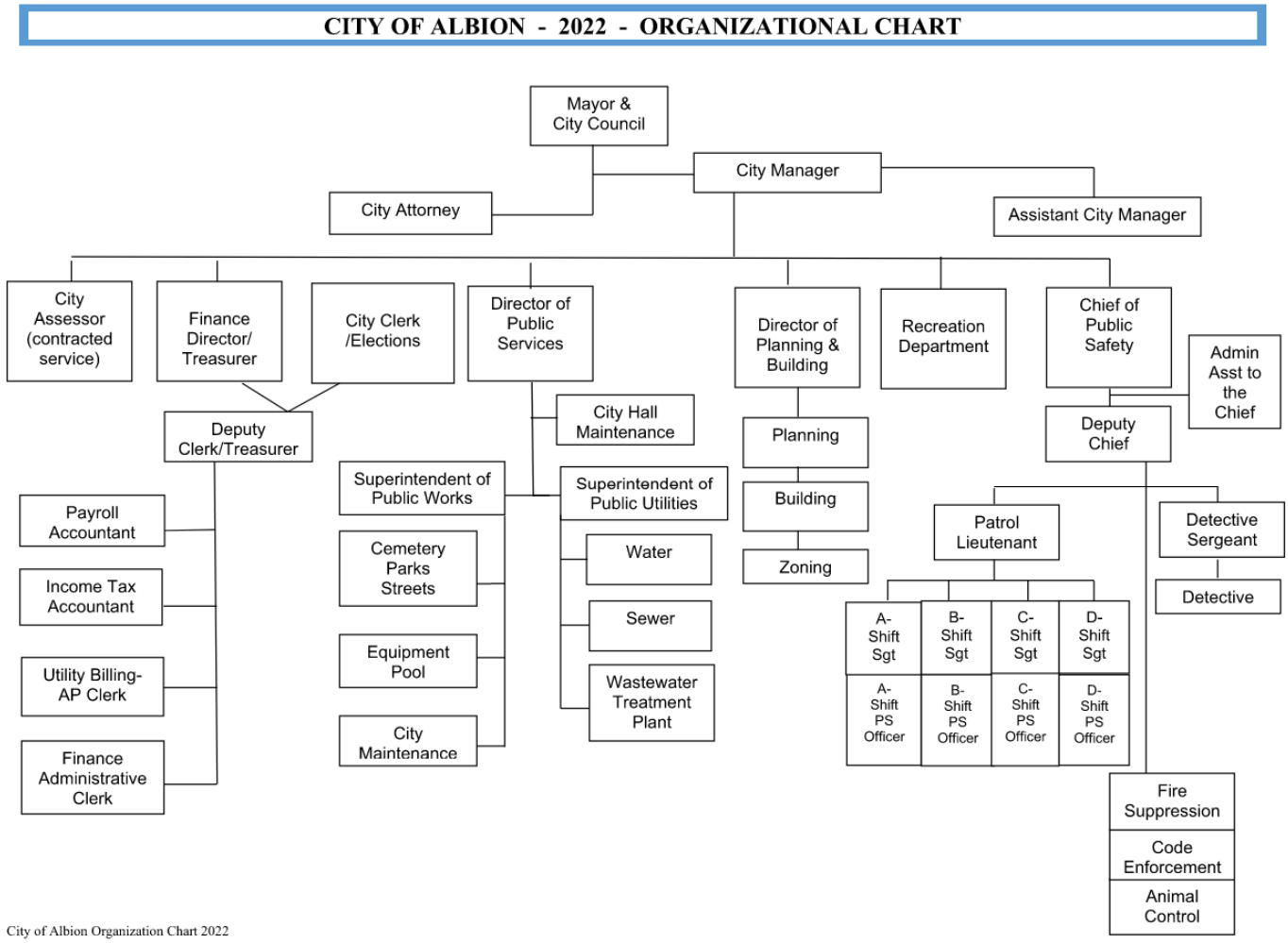
We are lucky to have so many parks but maybe some of them are more of green space and not quite parks. What is the definition of a park? Do all of our parks meet that definition? This is a big asset for Albion. And a big responsibility.
I use the parks and value them. We have more parks than just about anywhere. We don't need more, but we do need to continue to invest (develop/maintain) what we have.
The river has historically been the economic driver of the town. Let it live again. Get the canoe/kayak/rafting opportunities.
We enjoy the parks in Albion, particularly the dog park and hope that they can be improved.
Free or affordable access
Yes to have all the Basket Ball hoops up at Victory Park last Time I was there they was taken off
Something similar to Nixon Park in Jackson would be awesome to see in Albion
Albion has beautiful parks which are a source of community pride. The city should host volunteers with a community picnic to do well-planned cleanup of parks and do all parks at least every 2 years. This will enhance collaborative community pride.
Most of those parks listed I do not really consider a Park. They are just corners in the city that are kept up by the city. A park in my mind has facilities for recreation and a place for families to retreat to not just a place to look at or maybe sit on a bench. I do appreciate that the city does keep the corners looking nice though.
We are blessed to have so many parks. Holland park is especially important for its history display. Lloyd park is lovely as a riverside park, except surrounding neighborhood drags it down. Please please we need a canoe/kayak/ livery or a bicycle/frisbie golf rental shop.

Someone needs to take a hard look at how people with limitations can be included. Uneven ground, poorly maintained paths can cause serious issues for many adults.
We don’t live in the city. We live 2 miles east of victory park. The parks bring people to Albion. The parks should be seen as Albion’s greatest asset - even more than the college.
More picnic tables.
We are fortunate to have as many parks as we have so it just seems logical to upgrade those and take better care of what we have. Each existing park could be improved and I think that would increase usage.
"I would like to see programs and activities geared for youth.
More things to get them engaged in the community and each other.
More events to get the town together. Iono.
You may see a theme here,…Maybe it’s the rona but I’m ready to get my butt out and do things 😀"
I'm enjoying the programs with the Y and hope to see more options for the children. We need to keep them busy and involved for a better community.
Take better care of what we have.. Don't add anything more when you can not keep up with you have.
Why are there 17 parks for a city of 6000-7000 (maybe less?) people. Close at least seven of them and reassess.
The roof of the hockey pavilion in Victory Park is leaking and should be repaired. Sidewalks leading to the Victory Park bathrooms should be added. The parks are so lovely, they just need to be better cared for. Perhaps groups of citizens could help with some of the maintenance. The city has told citizens not to mow or help care for park areas, maybe time to change that stance. The parks are one of the many features that make Albion a great place to live.
Victory Park playground should be better maintained. I believe there is a fund for repairs.
Great and long lasting signage for all to read would be great at all of the parks-many are good now, just keep improving all of them. They do a great job of keeping the parks clean of debris and garbage.
A separate facility for the YMCA programming would be nice. Programs being held at the college don’t seem fair to either the students or the community. There is enough space in this town to have a separate space for community members.
Albion needs a good place for people to exercise and swim that isn't associated with Albion College. The college has become a schoolyard bully.
We need to provide better care for our parks and create more programs for kids in the community so they have a place to go to have fun and to just get out the house .
"I am truly concerned with YMCA's approach to recreation in Albion. There seems to be programming for older adults centered at Washington Gardener, but where are the youth programs? T-ball? Swim lessons? Soccer/basektball leagues? Midnight basketball? Baseball? Adult sports and other activities like kickball, dodgeball, etc. It seems the YMCA is being controlled by the college. Holland Park and Washington Gardener are not the only places in Albion where activities can take place.
Albion truly needs a facility such as the YMCA. I think that the college is trying to control its location from what is available on facebook. I am opposed to the college owning/running or being the location for a YMCA. Every time the college says something is for community, that thing then disappears from the community within a year or two. For example: The ludington Center, The Dow, The Library, The Kellogg Center, etc. I would hate to see the YMCA end up on that long list of promises to the community unfulfilled.
I would like to see focus shift from Holland Park to Macintosh and Victory Parks. Macintosh has nothing for kids and families at all and needs to be completely revitalized. Victory Park has several unkept facilities- baseball/t-ball fields, Ice Rink, etc.
There also needs to be better communication about rec programs and activities. I know that I am a pretty connected citizen but it still feels like programs are word of mouth and not a common calendar or an app or anything that I can access to find out when things are taking place. It is concerning to me that I get an organized list of programs from Marshall and Marshall Public Schools about all of their programs for the summer, but we did not get anything for our own town.
I also think that it is sad that our community has contracted with the YMCA for almost $100,000 for the year and it seems like very little programming for children is happening. I just expected better. If the college owns the YMCA, our family will not be members. If the YMCA continues to allow the college to dictate their programming and locations, I will contact my council person and advocate for not renewing the rec contract with the YMCA.

Further- When is there going to be someone running these programs in Albion?"
"Functional volleyball court.
Regulated Sand pit with fossils to discover.
Prompt repair of accessories or amenities like the tire swing, slides, equipment, benches, parks signs, etc.
So much beauty in our parks that just need TLC! Thanx for doing this. "
NA
Keep the parks safe (more lighting and clean)
I think are parks are great.
I know it is difficult with the number of city employees available for park maintenance, but our parks are currently not maintained adequately. Equipment is broken, trash is evident and weeding is non-existent. Restrooms at Victory Park are

in very poor shape. Overall, we have wonderful parks, but very poor maintenance of what we have to showcase for our city.
Our community is so blessed to have the parks it has. Proper maintenance is so important to keep up. I think our community does a decent job of providing recreational activities better than some communities because of our recreation mileage.
"Money taken from tax payers for any services in a community should be regarded as being given with to be used in the most efficient, effective, and guarded manner. I do not wish to see waste.
For the Mayor, we would like to see you at more events in the community. We love Albion, but would be happy to move elsewhere. Albion is not a city that should have an income tax. Property tax payments should be enforced. We work in Lansing and Jackson--where the jobs are--and send our children to school in Jackson--where the schools are. How did Albion manage to squander the public schools? Corruption. If the schools are good, they will stay.
The taxation arrangement for this town has become an annoying hindrance. Most employers do not automatically deduct for Albion City taxes. Who would expect Albion to have city taxes? When there is taxation the givers have expectations!"
Please get this survey out to everyone. We need to meet the needs of all citizens of Albion. Thanks for taking the time to develop this survey. It is needed.
I don't understand the college's insistence in being connected with a YMCA - I'm not interested in a YMCA at the college and won't buy a membership if that's the case.
I hope we keep the Y Center providing the exercise programs that we have currently
I truly enjoyed Victor Park last year and want to thank the team that takes care of the Parks. Keep up the good work!
Albion is fortunate to have so many beautiful parks... restroom facilities would enhance the parks.
Can you partner with the college to offer Equine programs/riding lessons for older kids that wouldn't cost a ton of money to sign up?
Nobody I know wants a new Y at Washington Gardner. It's a horrible location that only benefits Albion College. The average community member will never set foot inside. Put it somewhere that people will actually use.
Offering free exercise classes is amazing. Thank you!
I understand the need to combine our Rec with BC YMCA. But it would be nice to have more options. I end up taking my kids to Marshall for their rec programs because they offer so much more and it's well organized. We could learn a lot from how the do their programs.
Lots of money in the account just sitting there not being used. That's why I voted against the rec milage. Thank you. Eric Krause
I appreciate YMCA joining Albion, but it would be nice to try and involve other groups/businesses/leaders/people who would like to participate and not always being in the shadow of the College or big money investors in the community. Citizens are more than able to come together from their different avenues rather than big Albion business always trying to take the spotlight.
Keep up the great work. Your efforts are being noticed, and we thank you for allowing the melting away of Albion of the past, and are looking forward to the future of what is... Albion
Keep parks better maintained, mowed, nice flowers - will create more ppl coming and holding events in the parks
We appreciate being able to use them
Improve fishing access.
Have organized youth programs. With qualified staff and coaches. Also not operated or ran by Albion College
It would be nice to be a bit more inclusive of your disabled residents
Please take into consideration the work of Untokening.org (10 Principles) and the severe consequences marginalized groups must face when attempting to access public resources like open green spaces, parks, trails, and streets. The City of Albion, as a public, governing body, has to do more to take into consideration all of its residents. This can happen when we start to see whose voice is rarely included in processes such as the revising and updating of plans. Even just the acknowledgement of the injustices faced in our community could be the impetus to open the door for more authentic participation from all residents. But lip service is not what people need. Our community needs people with the desire to act in alignment with principles such as "liberty and justice for all."
I've noticed that the parks are being kept up better under Haley Snyder as City Manager.
I think the Recreation Dept. has failed to provide programming for youth, especially 8 - 18 year olds. Even before Covid, they could never get anything organized on their own. They need to be out-sourced to an organization experienced with providing programming.
"Signage about rules, enforcing rules (ie closes at dusk) pick up stations for dog walking. Off leash dogs not permitted.
The parks are a real jewel in Albion and the new Y recreation programming is very exciting - I'd like to see more money, time, energy, and care put into both

Appendix D - Organizational Chart – City of Albion



City of Albion Organization Chart 2022

Appendix E - Recreation Budget

BUDGET REPORT FOR CITY OF ALBION
Fund: 101 GENERAL FUND
Calculations as of 11/30/2021

GL NUMBER	DESCRIPTION	2021 ORIGINAL BUDGET	2021 ACTIVITY THRU 11/30/21	2021 PROJECTED ACTIVITY	2022 MGR RECOM'D BUDGET
Dept 775 - PARKS					
ESTIMATED REVENUES					
101-775-402.02	PROPERTY TAXES - COUNTY PARKS MILI	23,960	0	23,960	23,960
101-775-607.00	CHARGES FOR SERVICES-FEES	2,500	3,770	3,900	5,000
101-775-675.00	CONTRIBUTIONS-PRIVATE INDIVIDU	0	200	200	500
TOTAL ESTIMATED REVENUES		26,460	3,970	28,060	29,460
APPROPRIATIONS					
101-775-702.00	SALARIES AND WAGES	84,515	68,318	84,515	85,350
101-775-702.01	LEAVE BANK PAYOUTS AND/OR BONUSES	1,145	1,868	3,000	1,350
101-775-702.03	SALARY & WAGES - COVID-19 RELATED	0	212	212	0
101-775-703.00	PART TIME WAGES	4,160	12,599	15,000	10,400
101-775-704.00	OVERTIME	5,650	17,454	20,000	18,050
101-775-707.00	ON CALL PAY	1,750	1,225	1,750	1,750
101-775-714.00	MEDICARE	1,410	1,418	1,805	1,690
101-775-715.00	FICA	6,030	6,061	7,720	7,250
101-775-716.00	HOSPITALIZATION INSURANCE	42,820	36,061	44,000	45,350
101-775-717.00	LIFE INSURANCE	245	195	245	245
101-775-719.00	PENSION CONTRIBUTION	6,385	5,980	7,355	7,265
101-775-719.01	MERS DB CONTRIBUTION	9,335	7,778	9,335	9,705
101-775-719.02	EMPLOYER CONT.- MERS FORFIETURE AI	(3,235)	(4,599)	(4,599)	0
101-775-720.00	WORKERS COMPENSATION	2,610	2,415	2,900	2,010
101-775-721.00	UNEMPLOYMENT INSURANCE	20	18	30	35
101-775-723.00	RETIREE HEALTH SAVINGS CONTRIB	1,815	1,632	2,180	2,065
101-775-724.00	VEHICLE ALLOWANCE	95	81	95	95
101-775-741.00	UNIFORMS	1,250	2,429	3,000	2,500
101-775-746.00	TOOLS AND EQUIPMENT	800	1,054	2,000	1,250
101-775-750.00	SAFETY MATERIALS (OSHA)	500	1,721	1,800	1,500
101-775-776.00	MATERIALS AND SUPPLIES	7,500	6,698	7,500	7,500
101-775-778.00	GASOLINE	6,500	7,605	7,200	6,500
101-775-780.00	VEHICLE & EQUIP MAINT SUPPLIES	4,500	3,627	4,250	3,500
101-775-785.00	BUILDING & GROUNDS REPAIR & MA	4,500	2,151	4,000	5,500
101-775-801.00	PROFESSIONAL SERVICES	0	0	0	9,500
101-775-802.00	CONTRACTUAL SERVICES	2,000	14,669	15,000	5,000
101-775-851.00	TELEPHONE	700	865	980	700
101-775-885.00	TRAINING	250	0	0	500
101-775-921.00	GAS	700	983	1,300	1,500
101-775-922.00	ELECTRICITY	7,500	7,650	9,400	7,500
101-775-941.00	BUILDING RENTAL	4,000	3,667	4,000	4,000
101-775-943.00	EQUIPMENT RENTAL	20,000	16,958	18,750	20,000
101-775-950.00	INSURANCE AND BONDS	4,500	4,108	4,700	4,725
101-775-955.00	MISCELLANEOUS	50	227	227	0
101-775-999.00	TRANSFER OUT	750	750	750	0
TOTAL APPROPRIATIONS		230,750	233,878	280,400	274,285
NET OF REVENUES/APPROPRIATIONS - 775 - PARKS		(204,290)	(229,908)	(252,340)	(244,825)
ESTIMATED REVENUES - FUND 101		26,460	3,970	28,060	29,460
APPROPRIATIONS - FUND 101		230,750	233,878	280,400	274,285
NET OF REVENUES/APPROPRIATIONS - FUND 101		(204,290)	(229,908)	(252,340)	(244,825)
	BEGINNING FUND BALANCE	1,564,647	1,564,647	1,564,647	1,312,307
	ENDING FUND BALANCE	1,360,357	1,334,739	1,312,307	1,067,482

BUDGET REPORT FOR CITY OF ALBION
Fund: 208 RECREATION FUND
Calculations as of 11/30/2021

GL NUMBER	DESCRIPTION	2021 ORIGINAL BUDGET	2021 ACTIVITY THRU 11/30/21	2021 PROJECTED ACTIVITY	2022 MGR RECOM'D BUDGET
Dept 780 - RECREATION					
ESTIMATED REVENUES					
208-780-402.00	CURRENT PROPERTY TAXES	170,500	171,494	172,500	175,000
208-780-402.01	PROPERTY TAX CHARGEBACKS	(1,500)	(191)	(1,500)	(1,500)
208-780-410.00	DELINQUENT PERSONAL PROP TAXES	100	0	50	100
208-780-424.00	PAYMENTS IN LIEU OF TAXES	2,200	2,645	2,645	2,700
208-780-445.00	PENALTY & INTEREST ON TAXES	950	1,418	1,500	1,500
208-780-573.00	LOCAL COMMUNITY STABILIZATION STA	28,500	29,486	29,486	29,750
208-780-608.00	RECREATION FEES	3,500	0	0	0
208-780-665.00	INTEREST	350	141	150	200
208-780-667.00	RENTS	0	101	125	150
208-780-675.00	CONTRIBUTIONS-PRIVATE INDIVIDU	250	0	0	0
208-780-676.00	REIMBURSEMENTS & RESTITUTIONS	100	0	0	0
TOTAL ESTIMATED REVENUES		204,950	205,094	204,956	207,900
APPROPRIATIONS					
208-780-702.00	SALARIES AND WAGES	38,100	3,333	3,335	0
208-780-702.01	LEAVE BANK PAYOUTS AND/OR BONUSES	1,200	1,739	1,740	0
208-780-703.00	PART TIME WAGES	60,718	0	0	0
208-780-704.00	OVERTIME	350	0	0	0
208-780-714.00	MEDICARE	1,500	74	75	0
208-780-715.00	FICA	6,415	314	315	0
208-780-717.00	LIFE INSURANCE	225	0	0	0
208-780-719.00	PENSION CONTRIBUTION	2,545	4	0	0
208-780-719.02	EMPLOYER CONT.- MERS FORFIETURE AI	(1,315)	0	0	0
208-780-720.00	WORKERS COMPENSATION	3,800	228	228	0
208-780-721.00	UNEMPLOYMENT INSURANCE	40	3	3	0
208-780-723.00	RETIREE HEALTH SAVINGS CONTRIB	730	(2)	0	0
208-780-726.00	OFFICE SUPPLY	250	0	0	0
208-780-728.00	DUES, BOOKS, PERIODICAL	20	0	0	0
208-780-776.00	MATERIALS AND SUPPLIES	250	518	518	0
208-780-778.00	GASOLINE	500	1,420	1,750	2,000
208-780-780.00	VEHICLE & EQUIP MAINT SUPPLIES	1,000	0	1,000	2,500
208-780-801.00	PROFESSIONAL SERVICES	0	0	0	9,500
208-780-802.00	CONTRACTUAL SERVICES	22,500	57,512	95,600	115,000
208-780-840.00	ADMINISTRATION FEES	8,260	7,572	8,260	8,500
208-780-851.00	TELEPHONE	1,600	218	275	275
208-780-857.00	TRAVEL	100	0	0	0
208-780-882.00	PROGRAM EXPENSES	12,500	0	0	0
208-780-882.01	SENIOR CENTER	10,875	8,156	10,875	10,875
208-780-922.00	ELECTRICITY	2,500	2,478	3,250	3,500
208-780-941.00	BUILDING RENTAL	25,000	0	0	0
208-780-943.00	EQUIPMENT RENTAL	9,500	8,708	9,500	3,500
208-780-950.00	INSURANCE AND BONDS	1,900	1,752	1,900	1,995
208-780-955.00	MISCELLANEOUS	150	0	0	0
TOTAL APPROPRIATIONS		211,213	94,027	138,624	157,645
NET OF REVENUES/APPROPRIATIONS - 780 - RECREATION		(6,263)	111,067	66,332	50,255
ESTIMATED REVENUES - FUND 208		204,950	205,094	204,956	207,900
APPROPRIATIONS - FUND 208		211,213	94,027	138,624	157,645
NET OF REVENUES/APPROPRIATIONS - FUND 208		(6,263)	111,067	66,332	50,255
	BEGINNING FUND BALANCE	191,853	191,853	191,853	258,185
	ENDING FUND BALANCE	185,590	302,920	258,185	308,440

Appendix F - Resolution

Appendix G – Notice

AFFIDAVIT OF PUBLISHER

STATE OF MICHIGAN
County of Calhoun

Kara J. DeChalk

being duly sworn, says: I am the Account Manager of The Recorder, a newspaper printed and circulated in said county since 1868. The attached is a printed copy of a notice which was published the 16th day of December 2021.

Sworn to and subscribed before me this 4 day of January 2022.

AMANDA J. LABUN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
ACTING IN CALHOUN COUNTY
MY COMMISSION EXPIRES JUNE 18, 2025

Notary Public, Calhoun County, Michigan

PUBLIC HEARING NOTICE ON THE CITY OF ALBION PROPOSED 2022–2026 FIVE-YEAR COMMUNITY RECREATION PLAN

The City of Albion will hold a Public Hearing on the proposed 2022–2026 Five-Year Community Recreation Plan on Monday, January 3, 2022, at 7:00 p.m. at the City of Albion City Hall, 112 Cass St, Albion, Michigan 49224.

The public is invited to review and comment on the proposed City of Albion 2022-2026 Community Recreation Plan during normal business hours at the City of Albion City Hall, 112 W. Cass St., Albion, Michigan 49224 and online at www.cityofalbionmi.gov. Written comments received through January 3, 2022 will receive responses in the final Five-Year Community Recreation Plan. Written comments should be sent to Ben Baker at Wightman & Associates, Inc., bbaker@gowightman.com

AFFIDAVIT OF PUBLISHER

STATE OF MICHIGAN
County of Calhoun

Kara J. DeChalk

being duly sworn, says: I am the Account Manager of The Recorder, a newspaper printed and circulated in said county since 1868. The attached is a printed copy of a notice which was published the 9th day of December 2021.

Sworn to and subscribed before me this _____ day of January ~~2021.~~ 2022

Notary Public, Calhoun County, Michigan

AMANDA J. LABUN
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF JACKSON
ACTING IN CALHOUN COUNTY
MY COMMISSION EXPIRES JUNE 18, 2025

NOTICE OF PUBLIC REVIEW AND COMMENT ON THE CITY OF ALBION PROPOSED 2022–2026 FIVE-YEAR COMMUNITY RECREATION PLAN

The proposed City of Albion 2022-2026 Community Recreation Plan will be available for public review and comments beginning Friday, December 3, 2021, through Monday, January 3, 2022, during normal business hours at the City of Albion City Hall, 112 W. Cass St., Albion, Michigan 49224, and online at www.cityofalbionmi.gov

The public is invited to review and comment on the plan. Written comments received through January 3, 2022 will receive responses in the final Five-Year Community Recreation Plan. Written comments should be sent to Ben Baker at Wightman & Associates, Inc., bbaker@gowightman.com

The City of Albion will hold a Public Hearing on the proposed 2022–2026 Five-Year Community Recreation Plan on Monday, January 3, 2022, at 7:00 p.m. at the City of Albion City Hall, 112 Cass St, Albion, Michigan 49224.

Appendix H – Meeting Minutes

Appendix I – Previous Recreation Grants

GRANT HISTORY

Grantee

City of Albion - Calhoun County

Project No. **26-00151** **Project County:** **Calhoun** **Project Year: 1968**

Project title: McIntosh Park

Project Status: Grant Closed **Grant Amount:** $25,079.00

Scope Item

Comfort Station

Court games

Landscaping

Picnic Facilities

Play equipment

Softball diamonds

Project Description: Acquire about .65 acres to be developed inton a park. Proposed development will consist of upgrading existing fill, seeding, fertilizing, picnic facilities, court games, softball diamonds, comfort station, shade and landscaping.

Project No. **26-01060 E4** **Project County:** **Calhoun** **Project Year: 1978**

Project title: Victory Park and Canoe Ramp Park (Barnes Park)

Project Status: Grant Closed **Grant Amount:** $15,489.55

Scope Item

Canoe ramp

Fitness trail

Hockey boards

Lighted sled run

LWCF plaque

Overhead wire burial

Soccer goals

Tables and grills

Project Description: Canoe Ramp Park (Barnes Park) - canoe ramp, LWCF plaque Victory Park - overhead wire burial, tables, grills,lighted sled run, soccer goals, hockey boards, fitness trail, LWCF plaque

Project No. **26-01165** **Project County:** **Calhoun** **Project Year: 1980**

Project title: Water Street Park (Barnes Park)

Project Status: Grant Closed **Grant Amount:** $2,931.34

Scope Item

GRANT HISTORY

Grantee

City of Albion - Calhoun County

Landscaping

Plaque

Tables, Grill and trash cans

Water fountain and service

Project Description: Develop: tables, grills, trash cans, water fountain and service, landscaping, --caone ramp parking lot--lifegaurd chairs, LWCF sign, picnic areas

Project No. **TF00-194** **Project County:** **Calhoun** **Project Year: 2000**

Project title: Stoffer Plaza Improvements

Project Status: Grant Closed **Grant Amount:** $55,500.00

Scope Item

Concrete Removal

Landscape/Greenspace

River Access Dock/Canoe Livery

Project Description: Development of a Kalamazoo River access point, including concrete removal, river access dock, canoe livery and landscaping.

Project No. **TF01-070** **Project County:** **Calhoun** **Project Year: 2001**

Project title: Kalamazoo Riverfront Trail Acquisitions

Project Status: Grant Closed **Grant Amount:** $56,250.00

Scope Item

Project Description: Acquisition of about 1.75 acres (three parcels) along the Kalamazoo River to give the City control of approximately one-half mile of river frontage with the intent to create a city-wide trail system. A Small Acquisition Grants Initiative (SAGI) project.

Project No. **TF07-004** **Project County:** **Calhoun** **Project Year: 2007**

Project title: Rieger Park Swimming and Beach Project

Project Status: Grant Closed **Grant Amount:** $127,500.00

Scope Item

Control Structures

Excavation and Sand

Handicap Access

Renovate Restrooms

Project Description: Project is to dredge existing pond, renovate building for restrooms and changing area, construct walkway, and renovate water control structure for beach and ice skating purposes.

GRANT HISTORY

Grantee

City of Albion - Calhoun County

Project No. **TF86-242** **Project County:** **Calhoun** **Project Year: 1986**

Project title: Riverfront Development

Project Status: Grant Closed **Grant Amount:** $45,500.00

Scope Item

Project Description: To acquire approximately 17 acres along the Kalamazoo River in the City of Albion.

Project No. **TF91-305** **Project County:** **Calhoun** **Project Year: 1991**

Project title: Riverfront Acquisition - Phase II

Project Status: Withdrawn **Grant Amount:** $9,800.00

Scope Item

Project Description: Acquisition of abandoned railroad right-of-way and trestle as part of an ongoing project to create a linear riverfront park.

Project No. **TF15-0223** **Project County:** **Calhoun** **Project Year: 2015**

Project title: Albion River Trail Expansion Project

Project Status: Grant Closed **Grant Amount:** $398,200.00

Scope Item

Bench

Bike Rack

Trail 6' wide or more

Project Description: Development to construct 1 mile of trail at the hub of several regional trail networks, including the Iron Belle Trail, the Great Lake to Lake Trail, and the North County Trail. The trail will commence at the eastern terminus of the existing Albion River Trail in Victory Park, and will extend south through Albion College property that includes agricultural fields and a woodlot, and overlooks the Nancy G. Held Equestrian Center. The trail will exit through the Riverside Cemetery, where it will connect with M-99. The 10'-wide trail will provide access to scenic off-road portions of Albion College property while making an important connection with several regional trail networks.

Project No. **TF17-0188** **Project County:** **Calhoun** **Project Year: 2017**

Project title: Albion River Trail Expansion

Project Status: PA Executed **Grant Amount:** $340,000.00

Scope Item

GRANT HISTORY

Grantee

City of Albion - Calhoun County

Project Description: Development of a trail to extend the Albion River Trail system on the west side of the city. This project is part of a larger push by the Calhoun County Trailway Alliance, the Michigan Trails and Greenways Alliance, MDNR and many others to fill the gaps that exist along the trail systems. This project is part of a larger plan to complete these regional trails. Albion, Michigan is located at a "hub" for three major recreational trails in the state: The Iron Belle Trail, the Great Lake-to-Lake Trail, and the North Country National Scenic Trail.

Total number of projects:	10
Total Amount of Grant Given	$1,076,249.89

Great Lakes, Great Times, Great Outdoors

www.michigan.gov/dnr-grants

GUIDELINES FOR THE DEVELOPMENT OF COMMUNITY PARK, RECREATION, OPEN SPACE, AND GREENWAY PLANS

Michigan Department of Natural Resources
Grants Management

MICHIGAN DEPARTMENT OF NATURAL RESOURCES (DNR) MISSION STATEMENT

"The Michigan Department of Natural Resources is committed to the conservation, protection, management, use and enjoyment of the State's natural resources for current and future generations."

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For information or assistance on this publication, contact Grants Management, Michigan Department of Natural Resources, PO Box 30425, Lansing MI 48909-7925.

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Grants Management staff is available to provide additional guidance to you as you prepare your recreation plan. We can be reached at the following addresses and telephone numbers:

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

On the web at

www.michigan.gov/dnr-grants

24-Hour Voice Mail Information Request Line: 517-373-2724

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GUIDELINES

FOR THE DEVELOPMENT OF

COMMUNITY PARK,

RECREATION,

OPEN SPACE, AND

GREENWAY PLANS

Prepared by:

Grants Management
Michigan Department of Natural Resources

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INTRODUCTION

The Michigan Department of Natural Resources (DNR) provides financial assistance through its recreation grants program to communities within the State of Michigan that want to acquire land for parks and open spaces or that want to develop recreation facilities. Assistance is currently available from the Michigan Natural Resources Trust Fund and the federal Land and Water Conservation Fund. To be eligible to apply for these grants, a community must have an approved, five-year recreation plan on file with Grants Management of the DNR. This booklet describes the information that is required if the plan is to be approved by Grants Management. Information contained in the plan will be used by Grants Management staff in scoring applications.

Hopefully, using this guidance and the resources provided within the booklet will assist you in preparing a recreation plan that is of use for your community, both in determining your recreation and open space needs and in integrating those needs into the larger framework of comprehensive planning. This booklet has been revised from previous versions. We recommend that you read it in its entirety before beginning the process of developing your plan.

The following is a list of terms and their definitions as used in this booklet.

Community is the entity that prepares the recreation plan, recognizing that the community may be, for example, a single local unit of government, a group of units of government that participate in a multi-jurisdictional plan, school district, regional recreation authority or trailway commission.

Recreation Plan is the document that is prepared to assist communities in developing recreation and resource conservation goals and objectives and to establish recreation grant eligibility.

Greenfield is a piece of usually semirural property that is undeveloped except for agricultural use, especially one considered as a site for expanding urban development.

Greenspace is used synonymously with open space.

Greenway is a continuous area of vegetation that may or may not be developed as a trailway for use by people. Greenways often connect open spaces.

Natural area is type of open space that has been minimally disturbed by humans so that native species of plants and animals are more prevalent than species introduced by people.

Open space is land that is undeveloped or minimally developed and includes farmland, wetlands, riparian lands, rangeland, forests and woodlands, parks, coastal lands, and undeveloped land in urban settings. It is also referred to as greenspace.

PDR stands for the purchase of development rights. PDR programs allow communities to tax themselves to provide the funding for purchase of development rights for farmland. The goal of PDR programs is to prevent development of land the community wishes to remain in farm production. All PDR programs in Michigan are voluntary on the part of the farmer.

ESTABLISHING ELIGIBILITY TO APPLY FOR RECREATION GRANTS

The Natural Resources Trust Fund Act (Part 19 of 1994 PA 451) states that local units of government are eligible to apply for grant assistance from the Michigan Natural Resources Trust Fund. The statute defines local units of government as, "…a county, city, township, village, school district, the Huron-Clinton Metropolitan Authority, or any authority composed of counties, cities, townships, villages, or school districts, or any combination thereof, which authority is legally constituted to provide public recreation." The enabling legislation for providing public recreation in Michigan is listed in appendix A.

Under the federal Land and Water Conservation Fund, recreation grants are also available to local units of government and other appropriate public agencies. However, only the state can apply directly to the National Park Service for these grant funds; therefore, all applications from local units of government must be sent to the DNR.

In addition to the above eligibility requirements, all applicants for an MNRTF or LWCF grant must submit a recreation plan to Grants Management. Upon approval of the recreation plan and in accordance with the following terms, the following entities become eligible to apply for recreation grants from the DNR.

Local Units of Government. Local units of government include cities, villages, townships, counties, and, for the LWCF program only, Native American Tribes.

Regional Recreation Authorities. Local units of government that may participate in a recreation authority include cities, villages, townships, and counties. Unless the recreation authority is clearly limited in its role in providing recreation for the participating communities (see "Trailway Commissions" below) those communities are not eligible to apply for recreation grants separately, and Grants Management will not accept or approve recreation plans from them.

Trailway Commissions. As the name implies, trailway commissions are limited to owning and managing a regional trail or trail system. Legally-established trailway commissions may submit recreation plans and establish eligibility to apply for recreation grants. In addition, participating communities that submit separate recreation plans that address their recreation needs exclusive of the trail are eligible to apply for recreation grants on their own.

Multi-Jurisdictional Parks and Recreation Committees or Commissions. In accordance with state law (see appendix A), some local units of government and, in some cases, school districts join together to form park and recreation committees or commissions, while retaining separate control of their park lands. The multi-jurisdictional committee or commission serves all of the participating communities, presumably with the goal of a better coordinated and more efficient recreation system. In this situation, it is logical that one recreation plan be developed for all of the participating communities.

When a multi-jurisdictional committee or commission does not independently own or control parkland, it cannot apply for recreation grants through the DNR. However, each unit of government included in the recreation plan is eligible, provided all of the participating communities adopt the plan. Once the multi-jurisdictional plan is approved by Grants Management, individual recreation plans from any of the participating communities will not be accepted. Unlike the procedure in past years, more than one of the participating communities may submit an application during a single grant cycle and will not be asked to prioritize among the applications submitted.

School Districts. School districts may submit a recreation plan to the DNR and establish grant eligibility if at least one of the following conditions applies. In all cases, submitting a school district recreation plan or including a school district's projects within a multi-jurisdictional plan establishes eligibility for grant funding only when the school district provides recreational services primarily to the general public, not just to the students within the district.

1. The school district is a participant in a multi-jurisdictional recreation plan.

2. The school district is the only provider of public recreation in the community. This means there is no recreation department and no parks owned or managed by the local unit of government. In this situation, any existing parks or recreation facilities would be owned and controlled by the school district. When the school district is the only recreation provider, the school district's plan would be the only plan for the community, i.e., there is no village, city, or township recreation plan.
3. The school district is the primary provider of a type of public recreation for the community. For example, the school district may be responsible for all softball-related facilities and programs, or may be responsible for the community's nature center. In this case, there may be a local parks and recreation department and there may be park and recreation facilities that are owned and managed by the unit of government.

Under conditions 2 and 3 above, a school district may or may not elect to participate in a multi-jurisdictional plan to establish grant eligibility.

COORDINATION OF PLANNING

The importance of coordinated planning within a community, at a regional level, and among government agencies, private organizations, businesses, and the public is becoming increasingly clear. The potential benefits include better environmental protection; greater efficiency in providing park and recreation opportunities; increased funding sources; greater potential for tapping into new, creative ways of accomplishing recreation goals; and enhancing public support for parks and their financing through millages and other taxing methods.

INTEGRATED COMMUNITY PLANNING

In contrast to the traditional manner of thinking about the management of parks within cities, the National Recreation and Park Association challenges recreation providers to think in terms of cities existing within parks. [1] People do not congregate, recreate, or simply enjoy the outdoors only in park land designated for recreation purposes. They use streets (preferably with sidewalks), greenways, town squares, plazas, marketplaces, conservation lands, and numerous other areas, both publicly and privately owned. Numerous indoor facilities, again both publicly and privately owned, also serve the public in their desire for recreation and social contact.

Taking this perspective requires thinking and planning beyond the borders of traditional parks to a park system connected by trails, greenways, and other publicly-used spaces. It may also require increased coordination with other public agencies, private businesses, and/or non-profit organizations.

For those communities that have developed or are in the process of developing a comprehensive plan, the creation of the recreation plan should be an integral part of that plan. The coordination of recreation planning with comprehensive planning allows a better understanding of current park and recreation needs by allowing them to be better understood within the current and future demographic and physical context of the community. For example, when park and trailway planning is integrated into the larger planning framework, it is possible to better plan non-motorized trails to provide alternate access routes to schools, residences, shops, libraries, and other destinations in addition to parks. Understanding how the community is zoned for future growth or redevelopment may assist in predicting what and where future recreation needs will arise. Coordinating park planning with street layout and design may lead to the development of landscaped boulevards leading to park entrances, and allow traffic engineers to anticipate the need for traffic calming structures and pedestrian bridges over roads near planned neighborhood parks.

There can also be environmental benefits from coordinated community planning. The location and development of parks and greenways can play an integral role in watershed protection and the development of a green infrastructure. These benefits are discussed in more detail below.

[1] Mertes, J. D. and J. R. Hall. Park, Recreation, Open Space and Greenway Guidelines. Alexandria, VA: National Recreation and Park Association, 1995.

Local units of government are not required by state law to develop comprehensive plans. However, for those communities that develop comprehensive plans, it is strongly recommended that the recreation plan be developed as a part of the comprehensive plan. Organizations that can assist in developing a community comprehensive plan are listed in appendix B.

REGIONAL PLANNING

Coordinating planning at a regional level benefits participating communities and the environment and can have very practical benefits for the communities involved. For example, by planning on a regional rather than a community basis, parks and recreation staff can avoid duplicating expensive recreation facilities and give all communities involved a greater voice in planning these facilities to best serve the entire region. Planning on a regional basis gives the planners a larger area in which to determine the best location for the facility based on factors such as the ability to access the site by car, public transportation, and non-motorized means; the potential effects of the facility on surrounding land uses—both positive and negative; and the potential environmental effects of the facility—again, both positive and negative.

For example, one community planning alone for a large ice rink meant for regional use may determine that the only available land is greenfield on the outskirts of the developed area. This location will likely require most or all users to drive to the ice rink (possibly contributing to traffic congestion), and may require the extension of utility services, thereby providing the means and possibly the stimulus for increased development surrounding the facility on formerly open space lands. By planning on a regional basis, it may be possible to locate the ice rink in an already-developed area. When a facility is built in a developed area, the environmental effects of redevelopment of land surrounding the facility are decreased, as the infrastructure to support it is already in place. In addition, the facility may contribute to the revitalization of an area by drawing businesses that serve the facility patrons.

Similarly, the creation of parks with natural settings within urban areas (which may need to be accomplished through restoration) may lead to new residential development surrounding the park. Other types of active-recreation facilities may draw businesses into the area to serve park users.

Green Infrastructure. Along with the traditional "gray infrastructure" of roads, water lines, and sewers, a "green infrastructure" also improves the quality of life within a community. Green infrastructure has been defined as, "our nation's natural life support system—an interconnected network of waterways, wetlands, woodlands, wildlife habitats, and other natural areas; greenways, parks, and other conservation lands; working farms, ranches and forests; and wilderness and other open spaces that support native species, maintain natural ecological processes, sustain air and water resources, and contribute to the health and quality of life for America's communities and people." [2] Because the elements of a green infrastructure cross community boundaries, the development of a green infrastructure can only be accomplished effectively through regional planning.

The difference between green infrastructure and traditional conservation is that green infrastructure plans for conservation in relation to land development, growth management, and traditional gray infrastructure. Creating a green infrastructure is primarily accomplished by planning for the connection of natural areas and other open space lands through a network of greenways.

This system of connected greenspaces allows for the movement of wildlife, plants (through seed and vegetative propagation) and people throughout the region. These connections are vital to the survival of many plant and animal species, especially as natural land is increasingly fragmented through the development of land uses that are inhospitable to plant and wildlife movement. The benefits of a green infrastructure to humans, in terms of contributing to sustainable development and quality of life, are immeasurable.

Watershed Management. The protection of water resources can only be accomplished through management at a watershed level. Because watersheds cross jurisdictional boundaries, a regional approach is necessary.

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[2] Benedict, M. and E. McMahon. Green Infrastructure: Smart Conservation for the 21st Century. Sprawl Watch Clearinghouse Monograph Series. Washington D.C. Autumn, 2002.

Land use and water resource protection cannot be separated; how land is developed and managed within a watershed is the primary determinant of the health of the waterway. Planning for a green infrastructure contributes to the protection of both land and water resources. It is a common practice to develop trails and greenways alongside rivers and streams, thereby protecting riparian areas through limited streamside development. In fact, riparian woodlands along rivers and streams may provide the best basis for developing a green infrastructure. Other critical components of a healthy watershed—headwater wetlands, flood plains, groundwater recharge areas, and high quality feeder streams—can be protected through the acquisition and development of parks and other greenspaces.

Controlling Sprawl. In Michigan, land is being developed at a rate eight times that of population growth, primarily due to a development pattern known as sprawl.[3] Sprawl can be defined as low density development on the edges of cites that is poorly planned, land consumptive, and designed without regard to its surroundings. One of the most important benefits of comprehensive, regional planning is the enhanced ability to control sprawl.

The development and maintenance of park land can be a vital component to the revitalization of central cities. However, it is not always possible or even desirable to locate all park land within the developed areas of a city. While park land is not usually considered to be a component of sprawl, consumptive land use patterns may be encouraged by the location and development of parks. To prevent the sprawl that may occur as a result of the establishment of parks and protected open spaces outside of city boundaries, the following factors should be considered:

1. Parks and natural areas should be buffered by open space lands (such as farmland, forestland, etc.) that have been protected from more intense development through government or land conservancy ownership, PDR programs, conservation easements, or other means.
2. Similarly, land alongside roads leading to the park should be zoned to prevent dense commercial development.
3. Inholdings within park and forest lands are a form of sprawl. Inholdings fragment natural areas and in doing so may impact the environmental health of the park or forest land, interrupt wildlife movement, and lessen the amount of land available for recreational use out of proportion to their size. For example, due to the requirement for safety zones of at least 450 feet surrounding an area of human activity, a house built on land surrounded by public recreation land eliminates hunting on 14.6 acres of land. Eliminating inholdings and their impact through acquisition or other means of obtaining rights in land should be a high priority when deciding where to invest funds.
4. When other factors are equal, land accessible by existing roads should be acquired before those that would require the building of roads for public access.
5. Potential park land should be identified in comprehensive, regional planning documents. When land is desired primarily for community-based recreation, potential park land close to land zoned for future high-density residential use should be acquired over land near areas zoned for low-density use. When the land proposed for acquisition is to be kept in a natural state, it should preferentially be surrounded by land zoned for farming or other open space uses.

Means to accomplish regional planning. Regional planning is not a requirement when developing plans but is strongly recommended. There are a number of non-exclusive means by which regional planning may be accomplished:

[3] Public Sector Consultants, Inc. Michigan Land Resources Project. Lansing, Michigan, 2001.

1. Regional planning involving only the recreation departments and/or commissions of individual communities is described under the "Establishing Eligibility to Apply for Recreation Grants" section of this booklet.
2. Incorporating the recreation plan into the comprehensive plan. The enabling acts for planning at the city and village, township, and county levels (1931 Act 285 as amended, 1959 Act 168 as amended, and 1945 Act 282 as amended; respectively) were amended in 2002 to require planning commissions to consult with commissions of contiguous communities when developing comprehensive plans and to submit proposed plans to each contiguous community for review and comment before adoption.
3. With the passage of the Joint Municipal Planning Act (2003 Act 226), joint planning commissions may be formed by two or more communities (cities, villages, or townships; but not counties) to carry out comprehensive planning, including planning for recreation, on a regional basis.
4. Submitting plans to regional and county planning commissions (or in some areas to the local Chamber of Commerce), which review them to ensure that they do not conflict with regional or county plans.

PREPARING THE PLAN AND PLAN CONTENT

The plan ideally forms the road map for the decisions made in the next five years regarding the provision of park and recreation lands and other open space for the community. As with all planning efforts, planners must try to determine not only current, but also future community needs. As discussed above, the coordination of recreation planning with broader community and regional planning allows you to better understand how recreation and open space planning relates to other planning decisions and how better coordination will improve your ability to factor population growth, population demographics, planned transportation systems and land uses, among other variables, into your recreation plans.

This section describes what information you need to prepare your plan, and what your plan must contain to be approved by the DNR and to establish eligibility for applying for recreation grants during the five-year period of the recreation plan. These requirements establish minimum standards, but are not intended to limit what the plan can contain. The following sections of the plan are required and are described below:

- **Community Description**
- **Administrative Structure**
- **Recreation Inventory**
- **Resource Inventory (optional)**
- **Description of the Planning and Public Input Process**
- **Goals and Objectives**
- **Action Program**

COMMUNITY DESCRIPTION

Describe the jurisdiction of your recreation plan. Was the plan prepared for a single township or village, or does it encompass a larger region? Also describe the extent of the plan focus. For example, recreation plans developed by trailway commissions would address the acquisition and development of the trail only, while plans developed by or for parks and recreation departments would probably include all aspects of recreation. Plans developed by a school district must describe the recreation opportunities they provide in relation to those provided by parks and recreation department or other entity serving the same area.

Unlike in the past, it is not required that the community description include a reporting of the social and physical characteristics of the community. It is preferred that the characteristics that influence your planning be discussed later in the plan, as they relate to the goals and objectives your community develops.

ADMINISTRATIVE STRUCTURE

Planning for and providing park and recreation services and open space for a community requires staff (or volunteers) and funds to purchase recreation land and open spaces and to develop, operate, and maintain them. In this section, describe how the park and recreation functions are carried out in your community, and include descriptions of the following as they apply to your community:

- The park and recreation commission, committee, board of directors, or advisory board. Include the enabling act under which it was established (see appendix A). For multi-jurisdictional plans, the working relationship among the participating communities and school districts.
- Your parks and recreation department, staff, or authority.
- The current year and projected annual budgets for parks operation and maintenance, recreation programming, and capital improvements.
- The sources of funding for the park and recreation budget.
- The volunteers involved in park and recreation programs and what they do. Describe any partnerships you have formed with private organizations to maintain or operate any of your park or recreation programs.
- Relationships with schools districts and other public agencies involved in recreation.
- For regional authorities, the relationship between the authority and the recreation departments of the participating communities.

RECREATION INVENTORY

In this section, briefly describe the methods you used to conduct your recreation inventory. A recreation inventory describes all parks and recreation facilities your community owns or operates, and must have been conducted within two years prior to the development of the plan. Facilities owned by other government entities and privately-owned facilities that are available to your community may also be included in the inventory, but this is not required. This inventory can be as detailed as is useful to you, but must contain the following information:

1. **Park and Recreation Area Inventory** - A list of the parks and recreation areas you own or manage. Include indoor recreation facilities in your inventory. The parks should be classified using a system similar to that described in appendix C; however, you may modify this system to better describe your park system. Provide, at a minimum, the following information:
    - Park type (mini-park, neighborhood park, etc.)
    - Park name
    - Size in acres or, for linear parks, length
    - Most likely service area (neighborhood, city quadrant, village and surrounding townships, entire county, etc.)
2. **Maps** - Map(s) that show the location of all parks/recreation areas listed in (1.) above. A site development plan for each park is recommended, but not required.
3. **Park and Recreation Area Descriptions** - A description of the purpose or use of each park and the type and number of recreation and support facilities.
4. **Accessibility Assessments** - An assessment of the accessibility of each park to people with disabilities. This assessment must consider the accessibility of both the facilities themselves (as appropriate), as well as the access routes to them. The barrier-free accessibility information and sources of assistance given in appendices B and D should be consulted when making this assessment. At a minimum, use the following ranking system for each park:

    1 = none of the facilities/park areas meet accessibility guidelines

    2 = some of the facilities/park areas meet accessibility guidelines

    3 = most of the facilities/park areas meet accessibility guidelines

4 = the entire park meets accessibility guidelines

5 = the entire park was developed/renovated using the principals of universal design

5. **DNR Recreation Grant Inventory**- For each park that was partially or completely acquired and/or developed with DNR recreation grant funds, the information below must be reported. These funds include the Land and Water Conservation Fund, the Michigan Natural Resources Trust Fund (formerly known as the Michigan Land Trust Fund), the Clean Michigan Initiative Recreation Bond Fund, and the 1988 Recreation Bond Fund. Accompanying photographs are recommended, but not required. **We recommend that you request from Grants Management a list of the grants received by your community before completing this requirement.**
    - Grant number
    - Park name
    - For acquisition grants, the specific area of the park acquired, how it is currently being used, and a description of the condition of any recreation facilities on the parcel. If the parcel was also developed with grant assistance, you may describe the condition of the facilities under the appropriate development grant.
    - For development grants, a list of the scope items that were constructed and a description of their current condition. If a scope item has been removed, explain why this action was taken, and describe either the recreation facility that replaced it or how the area is now being used.

References that provide guidance on performing inventories are given in the Bibliography. Organizations that may be of assistance are listed in appendix B.

RESOURCE INVENTORY (OPTIONAL)

Resource inventories provide you with a method to identify open space land that may be desirable for future protection and/or public access through acquisition or other means due to the natural features present, as well as an accounting of land that is already protected.

It is important to develop a resource inventory, because it will assist you in identifying the most desirable lands for acquisition in terms of their ecological significance, location, proximity to other natural areas, and other factors. Typically, a resource inventory would be conducted by creating a map of each type of resource or feature considered important for conservation purposes, such as wetlands, soils, surface water, and forests, as well as maps of political boundaries, roads, and parcel maps. These individual maps (or data layers) are usually incorporated into a GIS (geographic information system). They can then be combined with each other to determine the relative conservation value of different lands and the relationship of these lands to each other.

When conducting a resource inventory, the natural features that you may want to map include wetlands, floodplains, groundwater recharge areas, woodlands, farmland, wildlife habitat, rare species, and scenic viewsheds. Land already protected, such as public parks and recreation areas, state or national forests, designated natural rivers, and designated natural areas should also be incorporated into your inventory.

References that provide guidance on performing inventories are given in the Bibliography. Organizations that may be of assistance are listed in appendix B.

DESCRIPTION OF THE PLANNING AND PUBLIC INPUT PROCESS

In this section, planning methods are discussed. These methods are intended to assist you in the assessment of your community park, recreation and open space needs. Additionally, methods which may be used to incorporate public input into your recreation planning process are provided and public input process requirements are discussed in detail.

Planning Methods

Comparison to Recreation Standards. Comparison of existing recreation opportunities to recreation standards can be used to determine deficiencies in your recreation system. However, it is important that you apply your knowledge of your community when determining its recreation needs. Relevant information may include, for example, the age and income distribution, neighborhood structure, and recreation interests of your community, as well as the recreation opportunities in nearby communities. It is highly recommended that standards be used only in conjunction with other methods to determine recreation deficiencies and priorities. The source for any standards used to develop the plan should be cited in the plan. The standards developed by the National Recreation and Park Association are provided in appendix E for your reference.

Systems Approach to Planning. In 1995, the National Recreation and Park Association published, Park, Recreation, Open Space and Greenway Guidelines, by James D. Mertes and James R. Hall. This publication describes a systems approach to planning, "…defined as the process of assessing the park, recreation, and open space needs of a community and translating that information into a framework for meeting the physical, spatial and facility requirements to satisfy those needs." This approach was developed as an alternative to the recreation standards described in Appendix E. The approach incorporates information gained from citizen surveys and detailed recreation inventories to determine the recreation needs of a community. Detailed information on the approach is provided in the publication.

Criteria for Open Space/Natural Area Acquisition. No standards exist to determine how much open space a community needs, although community desire can certainly be assessed. Rather, information is available on how to determine the conservation value of different areas. This value is based primarily on the goal of preserving biodiversity—or the variety of ecosystems, species, and genetic makeup within species—that exists within an area. The justifications for preserving biodiversity and the natural areas in which high levels of biodiversity occur include benefits to humans. These benefits include the increased quality of life many people feel living near natural environments, the recreational and economic value of hunting and wildlife viewing in natural areas, and the health benefits from the discovery of new pharmaceuticals derived from plants. Many people also believe that the protection of biodiversity is an ethical concern; that humans should act as stewards of the environment and protect it from unsustainable use and development.

Professionals in the fields of parks and recreation and community planning are not necessarily trained in the field of natural area conservation. However, most people are aware of the attributes of a site that make it seem worthy of protection. These attributes may include, among others, the naturalness or relative absence of human alteration; the presence of rare plant and animal species; the presence of rare or rapidly disappearing plant communities; and the occurrence of attractive landforms (for example, a valley), waterfalls, or other physical features of the site. A site may also be considered for conservation over another because of its proximity to a city or its easy access.

In addition to these site-level attributes, it is also important to consider the landscape-level attributes that affect the site. For example, at the time a specific property is being considered for protection, it may be surrounded by open space areas, such as farm fields. If the land surrounding the protected area is later developed and the property is cut off from other natural areas, the attributes that were the reason for the protection, such as a population of a rare species, are likely to become altered or disappear. This can occur for a number of reasons; in the case of a rare species, one factor may be that the population is cut off from other populations of the same species, and cannot sustain itself without the influx of new individuals.

Some landscape-level factors that should be considered, in addition to current and future use of the surrounding land, include the size of the area to be protected, the connection of the area to other natural areas by means of corridors, the role the area will play in protecting the water quality of the larger region, and the ability to maintain or mimic natural disturbances such as fires or floods.

Some of the references listed in the Bibliography provide additional information on conservation planning. In addition, the organizations listed in Appendix B are a useful source of information and guidance.

Public Input Process

In this section, describe the methods used to incorporate public input into your recreation planning process. Citizen opinion on recreation and open space priorities is a key consideration in plan development. It is important to involve the public early in the process, through public meetings, surveys, or other means. It is highly recommended that additional effort be put forth to solicit comments from residents living in the vicinity of future projects and from others who may be negatively impacted by the projects. Special efforts may be required to involve segments of the population whose concerns are often overlooked. If your community has substantial minority, low-income, disabled, or elderly populations, identify and address their needs and concerns.

The benefits of soliciting public input include:

- Increases ownership of the community plan by community members.
- Promotes democracy and equality with equal opportunity to share in decisions.
- Empowered citizens tend to be more active and to participate more fully in governance. An active and energetic public can offer much needed support for local governments.
- Creativity is enhanced by many ideas coming from people with diverse backgrounds, skills and abilities. In short, problem solving is enhanced when people work together as a team, not alone.
- When citizens are included in the problem-solving and decision-making process, they share in the ownership of the solutions to their community's problems and are thus said to "buy in" to these solutions. These citizens are far less likely to oppose your efforts or a solution at the very end of the process, and the solutions you arrive at are likely to be more effective and longer lasting.
- By involving everyone who has a stake in a community issue win-win problem-solving processes, you reduce the likelihood of conflict, of "we-they" perspectives, and of coalitions forming in opposition to one another.
- Increases stability and commitment to management that central government cannot duplicate.
- Increases economic and technical efficiency because agencies have more clearly defined responsibilities for their actions.
- Citizens are likely to identify themselves as part of something larger than the sum of their individual relationships.
- Citizens are likely to commit themselves for the long term to their own, one another's and the group's well being.
- Empowers citizens to make those decisions that most affect their own lives.
- Encourages support for citizen and grassroots initiatives.

As you are developing your plan, you must solicit public input by at least two means. The first means of soliciting public input should take place before or during the preparation of the plan, and can be accomplished through your choice of method, such as those listed in the box below or any additional method of equal effectiveness.

METHODS TO SOLICIT PUBLIC INPUT IN THE RECREATION PLANNING PROCESS	
Citizen Luncheons	Questionnaires
Community Workshops	Community Surveys
Focus Groups	Public Information Resource Groups

Describe the method(s) you used and justify why you believe the response you received represented the whole community, especially those groups that may not be likely to attend meetings, the potential users for special use areas (for example, skate parks) and those who may be greatly affected

(positively or negatively) by the recreation and open space opportunities considered (for example, people living in nearby neighborhoods). Provide a copy of the survey, meeting agenda, etc., and a summary of the amount of response and the information and opinions received.

Once the draft plan has been completed, citizens must be provided with a well-publicized opportunity of adequate length (at least one month) to review and comment on it before it is officially adopted. One convenient place to allow the public to view the draft plan is at your public library. Describe the methods you used to notify the citizens of the opportunity to review and comment on the draft plan before it was officially adopted. In addition, provide a summary of any comments received and how they were used to modify the plan.

The second means of soliciting public input is an advertised public meeting held as part of the meeting of the governing body (city council, township board, etc.) at which the plan is presented for adoption or at the meeting at which the plan is presented for adoption by the parks and recreation commission. The notice of the time and place for the meeting must be published at least one week before the meeting in at least one newspaper with a general circulation within all local units of government included in the plan. Plans will not be accepted if the public meeting occurs after the plan has been adopted by the local governing body(ies). Include a copy of the published meeting notice and the minutes of the meeting(s) at which the public meeting was conducted and the plan was adopted by the governing body when submitting the plan to the DNR.

GOALS AND OBJECTIVES

In this section, describe the goals and objectives you developed during the preparation of your plan. Also describe what information you used to formulate the goals and objectives, including the role public input played in their formulation.

Developing goals and objectives is an important part of the recreation planning process. The overall goal of a park and recreation department (or the entity that provides recreation for your community) is, obviously, to provide recreation opportunities for the community and/or region it serves, and possibly for tourists. More specific goals must be based on the demographic characteristics of the population served and the physical and environmental characteristics of the area.

Demographic characteristics include the size of the population; its geographic, age, gender, racial, and ethnic distribution; location of population concentrations of minorities or senior citizens; numbers of persons with disabilities; socio-economic levels; employment and unemployment; and social problems, including problems and needs of low-income, disabled, elderly and minority citizens.

The recreation opportunities provided should be determined based on a consideration of the demographic subgroups that make up the population of the community, what recreation opportunities each of these subgroups want, where the subgroups live, how they will get to the parks or other locations that provide recreation opportunities, how much they can afford to pay, and many other factors. Protection of open space will be more dependent on the physical characteristics of the area. Physical characteristics include topography, water resources, soils, vegetation, fish and wildlife resources, presence and location of rare species, etc., as well as the human-created characteristics such as land use patterns, transportation systems, and zoning.

Goals may include, for example, providing the means for social interaction and lowering of the rate of obesity in children and adults through active sports opportunities, offering environmental education, providing recreation opportunities for people with disabilities and those who cannot afford to pay for recreation, and protecting biodiversity and water resources within the region.

Once the recreation and open space goals for your community have been determined, they need to be translated into objectives. For example, a stated recreation goal may be to provide every child in the community the opportunity to participate in a soccer program. To develop an objective to carry out the purpose of this goal, you will need to determine the likely number of children that will participate now and in the near future. If there are 100 children in your area that are likely to participate, the objective may be to provide the facilities and programming for this number of children to play soccer. Alternatively, you may use standards such as those in appendix E to determine the number of facilities and amount of programming to provide.

ACTION PROGRAM

The Action Program is the section of the plan where you identify how you intend to meet, or work towards meeting, your goals and objectives over the next five years. Specific projects that are identified during the planning process should be described and an explanation provided as to how they will meet the goals and objectives. You may also include organizational, staffing, programming, public information, operation, and maintenance actions, as well as land acquisition and facility development, if applicable.

Projects proposed for recreation grant funding in the five-year period covered by the recreation plan will not be scored down or considered ineligible if they are not included in the Action Program. Projects included in the recreation plan will be viewed as those identified at the time the plan was being prepared as the best means for fulfilling the goals and objectives. Sometimes the means to accomplish a stated goal does not become apparent within the time period the recreation plan was developed--for example, privately-held land with high conservation value may unexpectedly become available for purchase. At other times a better means to accomplish a goal becomes apparent after the plan has been developed.

Applications for recreation grants will be evaluated on how well the proposed project fulfills the identified goals and objectives of the recreation plan and the rationale given in the application for the community's need for the project, not on whether the specific project is included in the Action Program.

LOCAL ADOPTION AND DNR APPROVAL OF RECREATION PLANS

To be eligible for DNR recreation grant consideration, your recreation plan must be adopted by a resolution of the governing body that has the final authority on recreational expenditures; i.e., a city council, recreational authority's board of directors, school board, etc. (see appendix F for an example resolution). If your planning process included the adoption of the plan by a planning commission or park and recreation commission that must seek approval for expenditures by a higher governing body, these resolutions should also be included in the plan.

A complete recreation plan package that is submitted to Grants Management for approval must include a completed, *Community Park, Recreation, Open Space and Greenway Plan Checklist*, which is located in appendix H.

Upon receipt of the adopted plan and documentation, Grants Management will briefly review the plan for completion and to ensure that all documentation required by the checklist is included in the submittal. If the recreation plan submittal package is complete, Grants Management will notify you of this in writing. Grant eligibility expires at the end of the last year covered by the plan, but in no case can the plan cover more than five years.

PLANNING DEADLINE

Communities may prepare recreation plans at any time during the year. However, to be eligible to apply for a recreation grant, the applicant's recreation plan must be approved by and on file with Grants Management by the grant application deadline. To ensure that you meet this deadline, it is recommended that you submit your locally adopted recreation plan to Grants Management at least one month prior to the application deadline of interest.

PLAN AMENDMENTS

Prior to the expiration date of a plan, a community may want to amend portions of the plan. An approved plan may be amended at any time during the five-year period of eligibility to reflect significant changes in community conditions or goals. An amendment does not extend the five-year life of the plan.

Amendment Adoption and DNR Approval: Plan amendments must be adopted by the same governing body that adopted the original plan, unless the resolution adopting the original plan included specific language delegating that authority to another entity (see appendix F for an

example resolution). Any amendments to a multi-jurisdictional recreation plan must be adopted by all participating communities to be approved by the DNR.

Once the amendment has been drafted, citizens must be provided with a well-publicized opportunity of adequate length (at least two weeks) to review and comment on it before it is officially adopted. One convenient place to allow the public to view the draft amendment is at your public library.

As with the original recreation plan, you must hold an advertised public meeting before, or as part of the meeting of the governing body (city council, township board, etc.) at which the amendment is presented for adoption. The public meeting may be held as part of a meeting of the parks and recreation commission, if that meeting is held prior to the meeting of the governing body. The notice of the time and place for the meeting must be published at least one week before the meeting in at least one newspaper with a general circulation within the community(ies) included in the plan. Plan amendments will not be accepted if the public meeting occurs after the plan has been adopted by the governing body. A complete plan amendment package that is submitted to Grants Management for approval must include a completed, *Community Park, Recreation, Open Space and Greenway Plan Amendment Checklist*, which is located in appendix I.

Amendment Deadline: Communities may prepare recreation plan amendments at any time during the year. However, for amendments to be considered during a grant application preliminary evaluation period, they must be approved by and on file with Grants Management by the application deadline. To ensure that you meet this deadline, it is recommended that you submit your locally adopted recreation plan amendment to Grants Management at least one month prior to the application deadline of interest.

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APPENDIX A. MICHIGAN ENABLING LEGISLATION FOR PROVIDING PUBLIC RECREATION AND PARKS

ACT	TITLE	GOVERNMENT UNITS COVERED	GOVERNING BODY ESTABLISHED BY THE ACT	ALLOWS FOR JOINT PROVISION OF RECREATION?
1905 PA 157	Township Parks and Places of Recreation	Townships	Township Park Commission or Board of Commissioners[4]	Yes
1913 PA 90	Parks, Zoological Gardens, and Airports	Counties	County Park Trustees	Yes
1917 PA 156	Recreation and Playgrounds	Cities, villages, townships, counties, and school districts	Recreation Board	Yes
1929 PA 312	Metropolitan District Act	Cities, villages, townships, and parts thereof	Charter Commission	Yes
1965 PA 261	County and Regional Parks	Counties	Parks and Recreation Commission	Yes[5]
1976 PA 451	The Revised School Code	School districts and intermediate school districts	School Board	No
1989 PA 292	Metropolitan Councils Act	Cities, counties, villages, and townships[6]	Metropolitan Area Council	Yes
Part 721 of 1994 PA 451	Michigan Trailways	Federal government, counties, cities, villages, and townships	Michigan Trailway Management Council[7]	Yes
2000 PA 321	Recreational Authorities Act	Cities, counties, villages, townships, and districts[8]	Board of Directors	Yes

[4] *Formed when two or more townships hold land jointly; it is made up of the supervisor or designee from each township*
[5] *To oversee regional park*
[6] *Within a metropolitan area*
[7] *Councils are formed pursuant to the Urban Cooperation Act (1967 PA 7)*
[8] *A district is defined as a portion of a city, county, village, or township having boundaries coterminous with those of a precinct used for general elections*

APPENDIX B. GOVERNMENT AGENCIES AND NON-PROFIT ORGANIZATIONS THAT MAY BE OF ASSISTANCE IN PREPARING A PLAN

(As provided by the agencies/organizations on their websites; this should not be considered a complete list)

GENERAL ASSISTANCE

MICHIGAN RECREATION AND PARK ASSOCIATION 2465 WOODLAKE CIRCLE SUITE 180 OKEMOS MI 48864	517- 485-9888 www.mrpaonline.org

COMPREHENSIVE PLANNING INFORMATION

MICHIGAN SOCIETY OF PLANNING 219 S. MAIN ST. SUITE 300 ANN ARBOR MICHIGAN 48104	734-913-2000 www.planningmi.org
SMART COMMUNITIES NETWORK U.S. DEPARTMENT OF ENERGY	www.sustainable.doe.gov/welcome.shtml
LAND INFORMATION ACCESS ASSOCIATION 324 MUNSON AVENUE TRAVERSE CITY MI 49686	231-929-3696 www.liaa.org/

RESOURCE INVENTORIES AND CONSERVATION PLANNING

LAND TRUST ALLIANCE 1331 H STREET NW, SUITE 400 WASHINGTON, DC 20005	202-638-4725 www.lta.org/ *(website provides information on the regional land conservancy or land trust in your area)*
MICHIGAN NATURAL FEATURES INVENTORY PO BOX 30444 LANSING MI 48909-7944	517-373-1552 web4.msue.msu.edu/mnfi/
PLANNING & ZONING CENTER, INC. 715 N. CEDAR STREET LANSING MI 48906-5206	517-886-0555 www.pzcenter.com
CENTER FOR GIS AND REMOTE SENSING MICHIGAN STATE UNIVERSITY ROOM 308 MANLY MILES BUILDING 1405 SOUTH HARRISON ROAD EAST LANSING MI 48823	517-353-7195 www.rsgis.msu.edu

BARRIER-FREE ACCESSIBILITY

NATIONAL CENTER ON ACCESSIBILITY UNIVERSITY OF INDIANA 2805 E. 10TH STREET, SUITE 190 BLOOMINGTON IN 47408-2698	812-856-4422 www.ncaonline.org
THE ARCHITECTURAL AND TRANSPORTATION BARRIERS COMPLIANCE BOARD (THE ACCESS BOARD) 1331 F STREET NW, SUITE 1000 WASHINGTON DC 2004-1111	800-872-2253 www.acess-board.gov
GREAT LAKES A.D.A. AND ACCESSIBLE I.T. CENTER UNIVERSITY OF ILLINOIS AT CHICAGO INSTITUTE ON DISABILITY AND HUMAN DEVELOPMENT (MC 728) 1640 ROOSEVELT ROAD CHICAGO IL 60608	800-949-4232 www.adagreatlakes.org

UNIVERSAL DESIGN

THE CENTER FOR UNIVERSAL DESIGN COLLEGE OF DESIGN NORTH CAROLINA STATE UNIVERSITY 50 PULLEN ROAD, BROOKS HALL, ROOM 104 CAMPUS BOX 8613 RALEIGH NC. 27695-8613	800-647-6777 www.design.ncsu.edu:8120/cud/
ADAPTIVE ENVIRONMENTS 374 CONGRESS STREET, SUITE 30 BOSTON, MA 02210	617-695-1225 V/TTY www.adaptenv.org

In addition to the agencies and organizations listed above, the AREA-WIDE RECREATION AND PLANNING CLEARINGHOUSES listed in appendix G may also be of assistance in preparing your plan.

APPENDIX C. A RECOMMENDED CLASSIFICATION SYSTEM FOR LOCAL AND REGIONAL RECREATION OPEN SPACE AND TRAILS

Classification	General Description	Location Criteria	Size Criteria
Mini-Park	Used to address limited, isolated or unique recreational needs.	Less than ¼ mile distance in residential setting.	Between 2500 sq. ft. and one acre in size.
Neighborhood Park	Neighborhood park remains the basic unit of the park system and serves as the recreational and social focus of the neighborhood. Focus is on informal active and passive recreation.	¼- to ½-mile distance and uninterrupted by non-residential roads and other physical barriers.	5 acres is considered minimum size. 5 to 10 acres is optimal.
School-Park	Depending on circumstances, combining parks with school sites can fulfill the space requirements for other classes of parks, such as neighborhood, community, sports complex and special use.	Determined by location of school district property.	Variable-depends on function.
Community Park	Serves broader purpose than neighborhood park. Focus is on meeting community-based recreation needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves two or more neighborhoods and ½ to 3 mile distance.	As needed to accommodate desired uses. Usually between 30 and 50 acres.
Large Urban Park	Large urban parks serve a broader purpose than community parks and are used when community and neighborhood parks are not adequate to serve the needs of the community. Focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves the entire community.	As needed to accommodate desired uses. Usually a minimum of 50 acres, with 75 or more acres being optimal.
Natural Resource Areas	Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering.	Resource availability and opportunity.	Variable.
Greenways	Effectively tie park system components together to form a continuous park environment.	Resource availability and opportunity.	Variable.
Sports Complex	Consolidates heavily programmed athletic fields and associated facilities to larger and fewer sites strategically located throughout the community.	Strategically located community-wide facilities.	Determined by projected demand. Usually a minimum of 25 acres, with 40 to 80 acres being optimal.
Special Use	Covers a broad range of parks and recreation facilities oriented toward single- purpose use.	Variable-dependent on specific use.	Variable.

APPENDIX C. (continued)			
Classification	***General Description***	***Location Criteria***	***Size Criteria***
Private Park/ Recreation Facility	Parks and recreation facilities that are privately owned yet contribute to the public park and recreation system.	Variable-dependent on specific use.	Variable.
Classification	**General Description**	**Description of each type**	
Park Trail	Multipurpose trails located within greenways, parks and natural resource areas. Focus is on recreational value and harmony with natural environment.	• Type I: Separate/single-purpose hard-surfaced trails for pedestrians or bicyclists / in-line skaters. • Type II: Multipurpose hard-surfaced trails for pedestrians and bicyclists/in-line skaters. • Type III: Nature trails for pedestrians. May be hard- or soft-surfaced.	
Connector Trails	Multipurpose trails that emphasize safe travel for pedestrians to and from parks and around the community. Focus is as much on transportation as it is on recreation.	• Type I: Separate/single-purpose hard-surfaced trails for pedestrians or bicyclists / in-line skaters <u>located in independent r.o.w. (e.g., old railroad r.o.w.)</u>. • Type II: Separate/single-purpose hard-surfaced trails for pedestrians or bicyclists/in-line skaters. <u>Typically located within road r.o.w.</u>	
On-Street Bikeways	Paved segments of roadways that serve as a means to safely separate bicyclists from vehicular traffic.	Bike Route: Designated portions of the roadway for the preferential or exclusive use of bicyclists. Bike Lane: Shared portions of the roadway that provide separation between motor vehicles and bicyclists, such as paved shoulders.	
All-Terrain Bike Trail	Off-road trail for all-terrain (mountain) bikes.	Single-purpose loop trails usually located in larger parks and natural resource areas.	
Cross-Country Ski Trail	Trails developed for traditional and skate-style cross-country skiing.	Loop trails usually located in larger parks and natural resource areas.	
Equestrian Trail	Trails developed for horseback riding.	Loop trails usually located in larger parks and natural resource areas. Sometimes developed as multipurpose with hiking and all-terrain biking where conflicts can be controlled.	

Adapted From:

Lancaster, R. A., Ed. Recreation, Park and Open Space Standards and Guidelines. Alexandria, VA: National Recreation and Park Association, 1983.
Mertes, J. D. and J. R. Hall. Park, Recreation, Open Space and Greenway Guidelines. Alexandria, VA: National Recreation and Park Association, 1995.

APPENDIX D. BARRIER FREE ACCESSIBILITY REQUIREMENTS FOR PARKS

Recreational areas, facilities, and programs play an important role in the life of the community; therefore it is essential that people with disabilities have an equal opportunity to enjoy these areas and any programs provided. Federal and state laws prohibit discrimination on the basis of disability, and these laws apply to parks and other recreation lands and programs controlled and operated by local units of government. The DNR has a strong commitment to barrier free recreational opportunities in our Department-managed programs and facilities. This commitment extends to those communities that receive recreation grants.

Under the state Utilization of Public Facilities by the Physically Limited Act (1966 PA 1, as amended) all public facilities, including improved areas used for recreation, must meet the barrier free design requirements contained in the state construction code. Under this act, the administration and enforcement related to barrier free design requirements are vested in the local or state government agency responsible for issuing a building permit. If the project does not require a building permit, administration and enforcement of barrier free design requirements are vested in the Department of Labor and Economic Growth.

Any request for an exception to the barrier free design requirements of the state construction code must be submitted to the Barrier Free Design Board, within the Department of Labor and Economic Growth (517-241-9300). The Barrier Free Design Board has the responsibility to receive, review, and process requests for exceptions to barrier free design specifications; require appropriate equivalent alternatives when exceptions are granted; and receive, process, and make recommendations for barrier free design rules.

Because the state construction code does not apply to many recreation facilities, it is essential that you also be aware of and understand the existing federal guidelines covering these types of facilities. In July 2004, the federal Architectural and Transportation Barriers Compliance Board (known as the Access Board) issued updated guidelines, entitled the Americans with Disabilities Act Accessibility Guidelines (ADAAG), for new or altered facilities covered by the Americans with Disabilities Act of 1990 (Public Law 101-336) or the Architectural Barriers Act of 1968 (Public Law 90-480). These guidelines should eventually be adopted as enforceable standards. Until that occurs, the existing ADAAG standards must be followed when the two conflict.

Included in the updated ADAAG are technical provisions for a number of types of recreation facilities, including play areas, amusement rides, boating facilities, fishing piers and platforms, golf courses, miniature golf courses, shooting facilities, swimming and wading pools, and spas. Technical provisions for these recreation facilities do not exist in the current AADAG. The Access Board has also proposed guidelines for sports facilities, trails, beaches, and picnic and camping areas. While none of these guidelines has yet been adopted as federal standards, they represent the best information available on developing barrier free recreation facilities and may be upheld in a court of law. Therefore, they should be referred to when designing new or renovated recreation facilities.

A list of public agencies and organizations that can assist you with questions regarding barrier free accessibility and universal design is provided in appendix B.

APPENDIX E. SUGGESTED FACILITY DEVELOPMENT STANDARDS

ACTIVITY/ FACILITY	RECOMMENDED SPACE REQUIREMENTS	RECOMMENDED SIZE AND DIMENSIONS	RECOMMENDED ORIENTATION	NO. OF UNITS PER POPULATION	SERVICE RADIUS	LOCATION NOTES
BADMINTON	1620 sq. ft.	Singles - 17' x 44' Doubles - 20' x 44' with 5' unobstructed area on all sides.	Long axis north-south.	1 per 5000	¼ - ½ mile	Usually in school, recreation center or church facility. Safe walking or biking access.
BASKETBALL **1. YOUTH** **2. HIGH SCHOOL** **3. COLLEGIATE**	 2400-3036 sq. ft. 5040-7280 sq. ft. 5600-7980 sq. ft.	 46'-50' x 84' 50' x 84' 50' x 94' with 5' unobstructed space an all sides.	Long axis north-south.	1 per 5000	¼ - ½ mile	Same as badminton. Outdoor courts in neighborhood and community parks, plus active recreation areas in other park settings.
HANDBALL (3-4 WALL)	800 sq. ft. for 4-wall. 1000 for 3-wall	20' x 40' - Minimum of 10' to rear of 3-wall court. Minimum 20' overhead clearance.	Long axis north-south. Front wall at north end.	1 per 20,000	15-30 minute travel time	4-wall usually indoor as part of multi-purpose facility. 3-wall usually outdoor in park or school setting.
ICE HOCKEY	22,000 sq. ft. including support area.	Rink 85' x 200' (minimum 85' X 185'. Additional 5000 sq. ft. support area).	Long axis north-south if outdoors.	Indoor- 1 per 100,000. Outdoor- depends on climate	½ - 1 hour travel time	Climate important consideration affecting number of units. Best as part of multi-purpose facility.
TENNIS	Minimum of 7,200 sq. ft. single court. (2 acres for complex.)	36' x 78'. 12' clearance on both sides; 21' clearance on both ends.	Long axis north-south.	1 court per 2000	¼ - ½ mile	Best in batteries of 2-4. Located in neighborhood/ community park or near school site.
VOLLEYBALL	Minimum of 4,000 sq. ft.	30' x 60'. Minimum 6' clearance on all sides.	Long axis north-south.	1 court per 5000	½ - 1 mile	Same as other court activities (e.g., badminton, basketball, etc.).
BASEBALL **1. OFFICIAL** **2. LITTLE LEAGUE**	 3.0-3.85 A minimum 1.2 A minimum	• Baselines-90' Pitching distance-60.5' Foul lines-min. 320' Center field-400'+ • Baselines-60' Pitching distance-46' Foul lines-200' Center field-200' - 250'	Locate home plate so pitcher throwing across sun and batter not facing it. Line from home plate through pitcher's mound to run east-northeast.	1 per 5000 Lighted- 1 per 30,000	¼ - ½ mile	Part of neighborhood complex. Lighted fields part of community complex.

Activity/ Facility	Recommended Space Requirements	Recommended Size And Dimensions	Recommended Orientation	No. Of Units Per Population	Service Radius	Location Notes
Field Hockey	Minimum 1.5A	180' x 300' with a minimum of 10' clearance an all sides.	Fall season-long axis northwest to southeast. For longer periods, north to south.	1 per 20,000	15-30 minutes travel time	Usually part of baseball, football, or soccer complex in community park or adjacent to high school.
Football	Minimum 1.5A	160' x 360' with a minimum of 6' clearance on all sides.	Same as field hockey.	1 per 20,000	15-30 minutes travel time	Same as field hockey.
Soccer	1.7 to 2.1A	195' to 225' x 330' to 360' with a 10' minimum clearance on all sides.	Same as field hockey.	1 per 10,000	1-2 miles	Number of units depends on popularity. Youth soccer on smaller fields adjacent to schools or neighborhood parks.
Golf-Driving Range	13.5A for minimum of 25 tees	900' x 690' wide. Add 12' width for each additional tee.	Long axis southwest/ northeast with golfer driving toward northeast.	1 per 50,000	30 minutes travel time	Part of golf course complex as a separate unit. May be privately operated.
1/4-Mile Running Track	4.3A	Overall width-276' length-600' Track width for 8 to 4 lanes is 32'.	Long axis in sector from north to south to northwest/southeast with finish line at northerly end.	1 per 20,000	15-30 minutes travel time	Usually part of high school or community park complex in combination with football, soccer, etc.
Softball	1.5 to 2.0A	Baselines-60' Pitching distance-45' (men) - 40' (women). Fast pitch field radius from plate-225' between foul lines. Slow pitch-275' (men) - 250' (women).	Same as baseball.	1 per 5,000 (if also used for youth baseball)	¼- to ½- mile	Slight difference in dimensions for 16" slow pitch. May also be used for youth baseball.
Multiple Recreation Court (basketball, volleyball, tennis)	9,840 sq. ft.	120' x 80'	Long axis of courts with primary use north-south.	1 per 10,000	1-2 miles	In neighborhood or community parks.
Trails	N/A	Well defined head. Capacity-Rural trails 40 hikers/day/ mile. Urban trails-90 hikers/ day/mile.	N/A	1 system per region	N/A	

ACTIVITY/ FACILITY	RECOMMENDED SPACE REQUIREMENTS	RECOMMENDED SIZE AND DIMENSIONS	RECOMMENDED ORIENTATION	NO. OF UNITS PER POPULATION	SERVICE RADIUS	LOCATION NOTES
ARCHERY RANGE	Minimum 0.65A	300' length x minimum 10' between targets. Roped clear space on sides of range. Minimum of 30' clear space behind targets. Minimum of 90' x 45' with bunker.	Archer facing north + or - 45 degrees.	1 per 50,000	30 minutes travel time	Part of a regional/ metro park complex.
COMBINATION SKEET AND TRAP FIELD (8 STATION)	Minimum 30A	All walks and structures occur within an area approximately 130' wide by 115' deep. Minimum cleared area is contained within two superimposed segments with 100-yard radii (4 acres). Shot-fall danger zone is contained within two superimposed segments with 300-yard radii (36 acres).	Center line of length runs northeast/southwest with shooter facing northeast.	1 per 50,000	30 minutes travel time	Part of a regional/ metro park complex.
GOLF **1. PAR 3 (18-HOLE)** **2. 9-HOLE STANDARD** **3. 18-HOLE STANDARD**	• 50-60A • Minimum 50A • Minimum 110A	• Average length varies- 600-2700 yards • Average length 2250 yards • Average length 6500 yards	Majority of holes on north-south axis.	• - - • 1/25,000 • 1/50,000	1/2 to 1 hour travel time	9-hole course can accommodate 350 people/day. 18-hole course can accommodate 500-550 people a day. Course may be located in community, district, or regional/metro park.
SWIMMING POOLS	Varies on size of pool and amenities. Usually 1 to 2A site.	Teaching-minimum of 25 yards x 45' even depth of 3 to 4 feet. Competitive-minimum of 25m x 16m. Minimum of 27 square feet of water surface per swimmer. Ratio of 2:1 deck vs. water.	None-although care must be taken in siting of lifeguard stations in relation to afternoon sun	1 per 20,000 Pools should accommodate 3% to 5% of the total population at a time.)	15 to 30 minutes travel time	Pools for general community use should be planned for teaching, competitive, and recreational purposes with enough depth to accommodate 1m and 3m diving boards. Located in community park or school site.
BEACH AREAS	N/A	Beach area should have 50 sq. ft. of land and 50 sq. ft. of water per user. Turnover rate is 3. There should be 3-4A supporting land per A of beach.	N/A	N/A	½ to 1 hour travel time	Should have sand bottom with slope a maximum of 5% (flat preferable). Boating areas completely segregated from swimming areas. In regional/metro parks.

Adapted From:

Lancaster, R. A., Ed. Recreation, Park and Open Space Standards and Guidelines. Alexandria, VA: National Recreation and Park Association, 1983.

Mertes, J. D. and J. R. Hall. Park, Recreation, Open Space and Greenway Guidelines. Alexandria, VA: National Recreation and Park Association, 1995.

APPENDIX F. EXAMPLE RESOLUTIONS FOR ADOPTING A PLAN AND PLAN AMENDMENT

EXAMPLE RESOLUTION FOR ADOPTION OF A RECREATION PLAN:

(*LOCAL UNIT* of *NAME*)
RECREATION PLAN
RESOLUTION OF ADOPTION
(*GOVERNING BODY*) OF THE (*LOCAL UNIT*) OF (*NAME*)

WHEREAS, the (*LOCAL UNIT*) of (*NAME*) 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 20__ and 20__, and

WHEREAS, a public comment session was held *(DATE)* at *(PLACE)* to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

WHEREAS, the *(LOCAL UNIT)* of *(NAME)*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, after the public meeting, the *(LOCAL UNIT) (GOVERNING BODY)* voted to adopt said Recreation Plan.

NOW, THEREFORE BE IT RESOLVED the *(LOCAL UNIT)* of *(NAME) (GOVERNING BODY)* hereby adopts the *(LOCAL UNIT)* of *(NAME)* Recreation Plan as a guideline for improving recreation for the residents of the *(LOCAL UNIT)* of *(NAME)*.

(Yeas: Nays: Absent:)

I, *(INDIVIDUAL'S NAME), (NAME LOCAL UNIT)* Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the *(LOCAL UNIT GOVERNING BODY)* at a Regular/Special Meeting thereof held on the (___ day of _____, 20__.)

(signature)
(INDIVIDUAL'S NAME)
(LOCAL UNIT) Clerk

Seal here, if a seal is available

EXAMPLE RESOLUTION FOR ADOPTION OF A RECREATION PLAN AMENDMENT:

(LOCAL UNIT of *NAME*)
RECREATION PLAN AMENDMENT
RESOLUTION OF ADOPTION
(GOVERNING BODY) OF THE *(LOCAL UNIT)* OF *(NAME)*

WHEREAS, the *(LOCAL UNIT)* of *(NAME)* has undertaken a Parks and Recreation Plan Amendment which describes changes to the Five Year Parks and Recreation Plan originally adopted in *(YEAR)* and indicates actions to be taken to improve and maintain recreation facilities during the same five year period, and

WHEREAS, a public comment session was held *(DATE)* at *(PLACE)* to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan Amendment, and

WHEREAS, after the public meeting, the *(LOCAL UNIT) (GOVERNING BODY)* voted to adopt said Recreation Plan Amendment.

NOW, THEREFORE BE IT RESOLVED the *(LOCAL UNIT)* of *(NAME) (GOVERNING BODY)* hereby adopts the *(LOCAL UNIT)* of *(NAME)* Recreation Plan Amendment.

(Yeas: Nays: Absent:)

I, *(INDIVIDUAL'S NAME)*, *(NAME LOCAL UNIT)* Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the *(LOCAL UNIT) (GOVERNING BODY)* at a Regular/Special Meeting thereof held on the (___ day of _____, 20__.)

(signature)
(INDIVIDUAL'S NAME)
(LOCAL UNIT) Clerk

Seal here, if a seal is available

APPENDIX G. AREA-WIDE RECREATION AND PLANNING CLEARINGHOUSES

Michigan Department of Natural Resources, Grants Management

AREA-WIDE RECREATION AND PLANNING CLEARINGHOUSES

PLANNING REGION 1. LIVINGSTON, MACOMB, MONROE, OAKLAND, ST. CLAIR, WASHTENAW, & WAYNE COUNTIES	**SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS (SEMCOG)** 535 GRISWOLD ST., SUITE 300 DETROIT, MI 48226-3602	PHONE: (313) 961-4266	FAX: (313) 961-4869
PLANNING REGION 2. HILLSDALE, JACKSON, & LENAWEE COUNTIES	**REGION II PLANNING COMMISSION** JACKSON COUNTY TOWER BLDG., 9TH FLOOR 120 W MICHIGAN AVE. JACKSON, MI 49201	PHONE: (517) 788-4426	FAX: (517) 788-4635
PLANNING REGION 3. BARRY, BRANCH, CALHOUN, KALAMAZOO, & ST. JOSEPH COUNTIES	**SOUTH CENTRAL MICHIGAN PLANNING COUNCIL** PO BOX 2137 PORTAGE, MI 49081-2137	PHONE: (269) 323-0045	FAX: (269) 323-1544
PLANNING REGION 4. BERRIEN, CASS, & VAN BUREN COUNTIES	**SOUTHWESTERN MICHIGAN COMMISSION** 185 E. MAIN ST. , SUITE 701 BENTON HARBOR, MI 49022-4440	PHONE (269) 925-1137	FAX: (269) 925-0288
PLANNING REGION 5. GENESEE, LAPEER, & SHIAWASSEE COUNTIES	**GLS REGION V PLANNING AND DEVELOPMENT COMMISSION** 1101 BEACH ST., ROOM 223 FLINT, MI 48502-1470	PHONE: (810) 257-3010	FAX: (810) 257-3185
PLANNING REGION 6. EATON, INGHAM, & CLINTON COUNTIES	**TRI-COUNTY REGIONAL PLANNING COMMISSION** 913 W. HOLMES RD, SUITE 201 LANSING, MI 48910	PHONE: (517) 393-0342	FAX: (517) 393-4424
PLANNING REGION 7. ARENAC, BAY, CLARE, GLADWIN, GRATIOT, HURON, IOSCO, ISABELLA, MIDLAND, OGEMAW, ROSCOMMON, SAGINAW, SANILAC & TUSCOLA COUNTIES	**EAST CENTRAL MICHIGAN PLANNING AND DEVELOPMENT REGION** 3144 DAVENPORT AVE., SUITE 200 SAGINAW, MI 48602-3494	PHONE: (989) 797-0800	FAX: (989) 797-0896
PLANNING REGION 8. ALLEGAN, IONIA, KENT, MECOSTA, MONTCALM, OSCEOLA, & OTTAWA COUNTIES	**WEST MICHIGAN REGIONAL PLANNING COMMISSION** 820 MONROE, NW , SUITE 214 GRAND RAPIDS, MI 49503	PHONE: (616) 774-8400	FAX: (616) 774-0808
PLANNING REGION 9. ALCONA, ALPENA, CHEBOYGAN, CRAWFORD, MONTMORENCY, OSCODA, OTSEGO, & PRESQUE ISLE COUNTIES	**NORTH EAST MICHIGAN COUNCIL OF GOVERNMENTS** PO BOX 457 GAYLORD, MI 49734	PHONE: (989) 732-3551	FAX: (989) 732-5578
PLANNING REGION 10. ANTRIM, BENZIE, CHARLEVOIX, EMMET, GRAND TRAVERSE, KALKASKA, LEELANAU, MANISTEE, MISSAUKEE, & WEXFORD COUNTIES	**NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS** PO BOX 506 TRAVERSE CITY, MI 49685-0506	PHONE (231) 929-5000	FAX: (231) 929-5012
PLANNING REGION 11. CHIPPEWA, LUCE, & MACKINAC COUNTIES	**EASTERN UPPER PENINSULA REGIONAL PLANNING AND DEVELOPMENT COMMISSION** 524 ASHMUN, BOX 520 SAULT SAINT MARIE, MI 49783	PHONE: (906) 635-1581	FAX: (906) 632-4255
PLANNING REGION 12. ALGER, DELTA, DICKINSON, MARQUETTE, MENOMINEE, & SCHOOLCRAFT COUNTIES	**CENTRAL UPPER PENINSULA PLANNING AND DEVELOPMENT REGION** 2415 14TH AVE S. ESCANABA, MI 49829	PHONE: (906) 786-9234	FAX: (906) 786-4442
PLANNING REGION 13. BARAGA, GOGEBIC, HOUGHTON, IRON, KEWEENAW, & ONTONAGON COUNTIES	**WESTERN UPPER PENINSULA PLANNING AND DEVELOPMENT REGION** 326 SHELDON AVE. PO BOX 365 HOUGHTON, MI 49931	PHONE: (906) 482-7205	FAX: (906) 482-9032
PLANNING REGION 14. LAKE, MASON, MUSKEGON, NEWAYGO, & OCEANA COUNTIES	**WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION** PO BOX 387 MUSKEGON, MI 49443-0387	PHONE: (231) 722-7878	FAX: (231) 722-9362

PR 5750-2 (Rev. 11/30/2004)

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.

☐ **1. COMMUNITY DESCRIPTION**

☐ **2. ADMINISTRATIVE STRUCTURE**

- ☐ Roles of Commission(s) or Advisory Board(s)
- ☐ Department, Authority and/or Staff Description and Organizational Chart
- ☐ Annual and Projected Budgets for Operations, Maintenance, Capital Improvements and Recreation Programming
- ☐ Current Funding Sources
- ☐ Role of Volunteers
- ☐ Relationship(s) with School Districts, Other Public Agencies or Private Organizations

Regional Authorities or Trailway Commissions Only

- ☐ Description of the Relationship between the Authority or Commission and the Recreation Departments of Participating Communities
- ☐ Articles of Incorporation

☐ **3. RECREATION INVENTORY**

- ☐ Description of Methods Used to Conduct the Inventory
- ☐ Inventory of all Community Owned Parks and Recreation Facilities
- ☐ Location Maps (site development plans recommended but not required)
- ☐ Accessibility Assessment
- ☐ Status Report for all Grant-Assisted Parks and Recreation Facilities

☐ **4. RESOURCE INVENTORY (OPTIONAL)**

☐ **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

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

Michigan Department of Natural Resources-Grants Management

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

AMENDMENT

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 amendment.

All community recreation plan amendments 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 Department of Natural Resources (DNR). To be eligible for grant consideration, plan amendments 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.

PLAN AMENDMENT FORMAT

Plan amendments **must** consist of either:

1.) A complete, revised plan with a letter of explanation that indicates what aspects of the original plan have been revised and how; or

2.) Revised or additional pages to the approved recreation plan, with an explanation of where the new pages fit within the original plan. If the amendment is to be inserted into the existing plan, it must be similar in format to the approved plan and indicate the location for insertion.

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

PLAN AMENDMENT ELEMENT

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

☐ **DESCRIPTION OF THE PLANNING PROCESS**

☐ **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 Two Weeks) _____
- ☐ Copy of the Notice for the Public Meeting Held after the Two-Week 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

☐ **AMENDED GOALS AND OBJECTIVES**

☐ **OTHER ELEMENTS:** If the plan amendment includes other updated plan elements, list and briefly describe.

1.

2.

3.

PLAN AMENDMENT ADOPTION DOCUMENTATION

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.

☐ 5. Official resolution of adoption by the governing body dated: _____

☐ 6. Official resolution of the _____ Commission or Board, recommending adoption of the plan by the governing body, dated: _____

☐ 7. Copy of letter transmitting adopted plan to County Planning Agency dated: _____

☐ 8. 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

DNR USE ONLY - APPROVAL

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

Guidelines for the Development of Community Parks and Recreation Plans

IC1924 (Rev. 11/10/2021)

Michigan Department of Natural Resources Grants Management Section staff is available to provide additional guidance to as you prepare a five-year recreation plan.

GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
P.O. BOX 30425
LANSING, MI 48909-7925

Phone: 517-284-7268

DNR-Grants@Michigan.gov

Michigan.gov/DNRGrants

MiGrants online application website: MiGrants.Intelligrants.com

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Introduction

The intent of a community park and recreation plan is to create an inventory of existing facilities and resources, identify community recreation and open space needs, and set a plan of action for a five-year period. This plan is also referred to as a five-year recreation plan. This booklet describes the information that is required for a plan to be approved by the Michigan Department of Natural Resources Grants Management staff. Information contained in the plan will be used in scoring applications.

The DNR provides financial assistance to communities through its grant programs. A current DNR-approved community park and recreation plan is required to be eligible for Land and Water Conservation Fund, Michigan Natural Resources Trust Fund and waterways grants. For the Recreation Passport grant program, either an approved community park and recreation plan or approved capital improvement plan may be used for eligibility.

LWCF, MNRTF and RP grants can be used for the development of public outdoor recreation facilities, including support facilities. Recreation Passport grants can be used for indoor public recreation facilities. MNRTF is the only program that can be used for the acquisition of land for public recreation and for protection of land for environmental importance or scenic beauty. Waterways grants can be used for development of marinas and recreational boating facilities.

Questions regarding the community park and recreation plan requirements can be addressed with Grants Management at 517-284-7268. Questions specific to the Waterways Program requirements can be addressed with the Waterways Program at 517-284-6122. Ultimately, approval of a community park and recreation plan will come from DNR Grants Management.

More information on grant programs is available at Michigan.gov/DNRGrants.

Establishing Eligibility to Apply for Recreation Grants

Local units of government – defined according to Part 19 of the Natural Resources and Environmental Protection Act of 1994 PA 451 – are eligible to apply for recreation grants from the DNR. The statute defines local units of government as "… a county, city, township, village, school district, the Huron-Clinton Metropolitan Authority, or any authority composed of counties, cities, townships, villages, or school districts, or any combination thereof, which authority is legally constituted to provide public recreation."

Under the federal Land and Water Conservation Fund, recreation grants also are available to local units of government and other appropriate public agencies. However, only the state can apply directly to the National Park Service for these grant funds; therefore, all applications from local units of government must be sent to the DNR.

In addition to these eligibility requirements, all applicants for a Michigan Natural Resources Trust Fund or Land and Water Conservation Fund grant must submit a recreation plan to DNR Grants Management. Upon approval of the recreation plan and in accordance with the following terms, the following entities become eligible to apply for recreation grants from the DNR.

Local units of government. Local units of government include cities, villages, townships, counties, and, for the LWCF program only, federally recognized Native American tribes.

Recreation authorities. Typically, recreation authorities include a combination of local units of government but also may include school districts. The recreation authority must be formed under Michigan enabling legislation that allows the authority to act as a local unit of government legally authorized to provide public recreation.

Grants Management staff evaluates the following to determine whether the authority is an eligible applicant:

- Enabling legislation – A list of accepted enabling legislation is included in Figure 1 below. If the authority was formed under different legislation, contact Grants Management prior to completing a five-year plan.

Figure 1: Michigan Enabling Legislation for Providing Public Recreation and Parks

Act	Title	Government Units Covered	Governing Body Established by the Act	Allows for Joint Provision of Recreation?
1905 PA 157	Township Parks and Places of Recreation	Townships	Township Park Commission or Board of Commissioners[1]	Yes
1913 PA 90	Parks, Zoological Gardens and Airports	Counties	County Park Trustees	Yes
1917 PA 156	Recreation and Playgrounds	Cities, villages, townships, counties and school districts	Recreation Board	Yes
1929 PA 312	Metropolitan District Act	Cities, villages, townships and parts thereof	Charter Commission	Yes
1965 PA 261	County and Regional Parks	Counties	Parks and Recreation Commission	Yes[1]
1976 PA 451	The Revised School Code	School districts and intermediate school districts	School Board	Yes
1989 PA 292	Metropolitan Councils Act	Cities, counties, villages and townships[1]	Metropolitan Area Council	Yes
Part 721 of 1994 PA 451	Michigan Trailways	Federal government, counties, cities, villages and townships	Michigan Trailway Management Council[1]	Yes
1967 PA 7	Urban Cooperation Act	Cities, villages, townships and counties	Recreation Board	Yes
2000 PA 321	Recreational Authorities Act	Cities, counties, villages, townships and districts[1]	Board of Directors	Yes

- Articles of incorporation – The articles must include language to address the perpetual encumbrance required by the grant programs. There must be language regarding the transfer of property upon dissolution of the authority and description of how parks acquired or developed under the authority will be transferred to the local government where the property is located. Contact Grants Management for sample language.

Trailway commissions. Trailway commissions are limited to owning and managing a regional trail or trail system. Legally established trailway commissions may submit recreation plans and establish eligibility to apply for recreation grants. In addition, participating communities that submit separate recreation plans addressing their recreation needs exclusive of the trail are eligible to apply for recreation grants on their own.

School districts. School districts may be eligible for DNR recreation grants if they are the sole provider of parks and recreation for a community and they have a DNR-approved recreation plan. This means there is no recreation department and no parks owned or managed by the local unit of government. In this situation, any existing parks or recreation facilities would be owned and controlled by the school district. When the school district is the only recreation provider, the school district's plan would be the only plan for the community. For example, there is no village, city or township recreation plan. Nature centers owned and operated by a school district are the only exception to this rule, and eligibility must be reviewed by the DNR and may only be approved under limited circumstances.

Planning Deadline

Organizations may prepare and submit recreation plans at any time during the year. However, to be eligible to apply for a recreation grant or waterways grant, the applicant's recreation plan must be submitted in MiGrants by Feb. 1 of the year the community

intends to apply for grants. If the community is not applying for a grant, the recreation plan may be submitted any time of year. All plans expire Dec. 31 of the fifth year – or earlier if approved for less than five years by the highest governing body. A sample time frame is provided in Figure 2 below.



2021	Gather public input, conduct inventory and develop draft plan. Draft plan available for 30-day review (advertise availability). Advertise public hearing (at least one week before the hearing). Public hearing. Public meeting for adoption of the plan by the highest governing body.
By Feb. 1, 2022	Submit plan to DNR and county and regional planning commissions.
Dec. 31, 2026	Plan expires.

Figure 2

Coordination of Planning

Coordinated planning within a community, at a regional level, and among government agencies, private organizations, businesses and the public has many potential benefits. This includes better environmental protection, efficiency in providing park and recreation opportunities, increased funding sources, greater potential for tapping into new, creative ways of accomplishing recreation goals, enhanced public support for parks and increased potential for community buy-in for financing through millages and other taxing methods.

Regional Planning

Coordinated planning at a regional level benefits participating communities and the environment and can have practical benefits for the communities involved. For example, by planning on a regional rather than a community basis, parks and recreation staff can avoid duplicating expensive recreation facilities and give all communities involved a greater voice in planning facilities that best serve the entire region. Planning on a regional basis gives the planners a larger area in which to determine the best location for the facility based on factors such as the ability to access the site by car, public transportation and nonmotorized means, the potential effects (both positive and negative) of the facility on surrounding land uses and the environment.

Means to Accomplish Regional Planning

Regional planning is not a requirement when developing plans but is strongly recommended. There are several nonexclusive means by which regional planning may be accomplished:

1. Joint recreation plans. Collaborative planning can allow for better-coordinated and more efficient recreation systems by allowing units of government and school districts to plan together while maintaining separate control of their park lands. Joint recreation plans may include any combination of local units of government, recreation authorities, school districts or commissions.

   Each unit of government included in the recreation plan is eligible, provided it meets qualifying criteria, can independently own or control park land and meets the requirements of these guidelines and the plan is adopted by the highest governing body. Once the multijurisdictional plan is approved by DNR Grants Management, individual recreation plans from any of the participating communities will not be accepted.

2. Incorporating the recreation plan into the municipal masterplan. The Michigan Planning Enabling Act, PA 33 2008,

codifies the laws for local units of government and outlines the requirement for developing a municipal master plan. The master plan must include sections on transportation (including nonmotorized), land use and recreation. A community can submit relevant sections of its master plan and – if it meets all the requirements of the recreation plan guidelines – it may be considered the community's DNR-approved recreation plan.

The law also requires planning commissions to consult with commissions of contiguous communities when developing their master plan and to submit proposed plans to each contiguous community for review and comment prior to adoption. This may allow for coordination and avoid duplication of services with adjacent communities.

3. Joint planning commissions. With the passage of the Joint Municipal Planning Act (2003 Act 226), joint planning commissions may be formed by two or more communities – such as cities, villages or townships, but not counties – to carry out comprehensive planning, including planning for recreation, on a regional basis. The plan must meet the requirements outlined in this booklet and be adopted by the local units of government and the DNR to be eligible for funding.

4. Regional review. By contacting county and regional planning commissions during the development of the recreation plan, the community can ensure better-coordinated planning and ensure its plan does not conflict with regional or county plans. It is required that a copy of the final plan be sent to these organizations.

Preparing the Plan and Plan Content

The plan ideally forms the road map for the decisions made in the next five years regarding the provision of park and recreation lands and other open space for the community. As with all planning efforts, planners must try to determine not only current, but also future community needs. As discussed above, the coordination of recreation planning with broader community and regional planning allows organizations to better understand how the five-year recreation plan relates to other planning decisions. Coordination will improve an organization's ability to factor population growth, population demographics, planned transportation systems and land uses, among other variables, into their five-year recreation plans.

This section describes the information needed to prepare a five-year recreation plan and what the plan must contain to be approved by the DNR and to establish eligibility for applying for recreation grants during the five-year period of the recreation plan. These requirements establish minimum standards but are not intended to limit what the plan can contain. Unless noted otherwise, the following sections of the plan, outlined below, are **required**.

Community Description

Describe the jurisdiction of the five-year recreation plan. Was the plan prepared for a single township or village or does it encompass a larger region? Describe the physical and demographic characteristics of the community. This information need not be extensive, but it will provide a basic understanding of your community.

Also describe the extent of the plan's focus. For example, five-year recreation plans developed by trailway commissions would address the acquisition and development of the trail only, while plans developed by municipalities probably would include all aspects of recreation. Plans developed by a school district must describe the recreation opportunities it provides in relation to those provided by the parks and recreation department or other entity serving the same area.

Any characteristics that influence planning may be discussed later in the plan, as they relate to the goals and objectives the organization develops.

Administrative Structure

Planning for and providing park and recreation services and open space for a community require staff (or volunteers) and funds to purchase recreation land and open spaces and to develop, operate and maintain them. In this section, describe how the park and recreation functions are carried out in your community, and include descriptions of the following as they apply to the organization:

Roles of Commission(s) or Advisory Board(s)

- Describe the roles of the park and recreation commission, committee, board of directors or advisory board, if one exists.
- Include the enabling act under which it was established.
- For multijurisdictional plans, explain the working relationship among participating communities and school districts.

Department, Authority and/or Staff Description and Organizational Chart

- Describe the parks and recreation department, staff or authority, including an organizational chart.
- Define who has authority to commit funds for parks and recreation, accept grants and purchase land on behalf of the community.

Annual and Projected Budgets for Operations, Maintenance, Capital Improvements and Recreation Programming

- Provide the current-year and projected annual budgets for parks operation and maintenance, recreation programming and capital improvements.

Current Funding Sources

- Explain which funding sources are used for the park operation, maintenance, recreation programming and capital improvements.

Role of Volunteers and Organizations

- List the volunteer groups or programs involved in parks and recreation, what activities they do and the frequency of their activities.
- Describe any partnerships with private organizations to maintain or operate any parks or recreation programs.

Relationships with School Districts and Other Public Agencies Involved in Recreation

- Describe the relationship between the community and local school districts or other public agencies.
- Recreation authorities or trailway commissions also should include:
    - Description of the relationship between the authority or commission and the recreation departments of participating communities.
    - Articles of incorporation.

Recreation Inventory

A recreation inventory describes all parks, natural areas, other public spaces and recreation facilities within or near the organization's planning area – used by the residents of the planning area – with an emphasis on land and facilities the organization owns or operates.

For those lands and facilities that are owned privately, owned by a nonprofit organization or owned by another governmental unit, provide only the name, location and general information on the types of recreation and/or natural resource conservation provided. Businesses that provide recreation facilities to draw customers for their primary service, such as play areas in fast food restaurants, do not need to be included unless they are a major provider of recreation in the area.

Description of Methods Used to Conduct the Inventory

Describe the methods used to conduct the recreation inventory, including staff or consultants involved in creating or updating the inventory from previous years.

Inventory of all Community-Owned Parks and Recreation Facilities

The inventory, which can be as detailed as you would like, must at minimum contain information for the organization's parks and recreation facility system, including:

- Park name.
- Size in acres or length of linear parks.
- A description of the general purpose or use of each park.
- The park's primary service area (also consider a "walkability" map with a quarter-mile walking radius around each park).
- The type and number of recreation and support facilities, including size, quality, and age or condition of each facility.

Location Maps

Include one or more maps that show the location of all recreation and natural resource conservation areas the organization owns or operates, as well as facilities owned by others that are available to the community. Green infrastructure, trail plans or other relevant land-use plans that affect the community or region also may be included in the inventory. A site development plan can be submitted for each of the parks for which a plan has been developed, but is not required.

Accessibility Assessment

Include an accessibility assessment at each park and recreational facility site the organization owns or operates. If the organization has completed an American's with Disabilities Act transition plan, include a summary of the plan and relevant sections to meet the accessibility evaluation requirement. The New England ADA Center has developed checklists at ADAChecklist.org, which may be helpful in completing an assessment but are not required. At a minimum, the evaluation should:

- Describe references used and who conducted the evaluation.

- Compare each facility to the 2010 ADA Standards for Accessible Design and, at a minimum, give a ranking from 1-5. Although it is not required for Title II and III communities, the Guidelines for Outdoor Developed Areas may also be a helpful reference.

DNR Accessibility Grading System for Parks and Recreation Facilities	
Accessibility Grade	**Definition**
1	None of the facilities meet accessibility guidelines
2	Some facilities meet accessibility guidelines
3	Most facilities meet accessibility guidelines
4	The entire park meets accessibility guidelines
5	The entire park was developed using the principles of universal design

- Describe how the organization intends to address ADA compliance. A brief description is acceptable and may be covered in the goals and action plan.

Status Report for all Grant-Assisted Parks and Recreation Facilities

Briefly describe the status of grant-assisted sites and facilities. The community grant history can be accessed in MiGrants. Include whether the site is still open to the public, if the grant-funded facilities are still present and if any conversions of use exist at the site.

Most DNR recreation grant programs encumber the project boundary for recreation use in perpetuity, or for 20 to 40 years for Recreation Passport grants. Parks that are sold or where the use is transferred from recreation to another use are considered a conversion. If a conversion is identified, contact DNR Grants Management for instructions on conversion mitigation requirements. Address how the community will mitigate conversions in the action plan. The conversion also should be noted in the post-completion self-certification report, which is described in the supporting documentation section of this booklet.

Inventory of Existing Harbor/Marina Facilities (if Applicable)

This section is required only for communities with harbors and marinas and is required to be eligible for Michigan DNR Waterways Grants.

Recreational harbors are designed to be used by boaters for protection, overnight stays or day-use visits. These facilities may be included in the recreation inventory and location map or you may create a separate inventory and map of these facilities.

The harbor inventory can be as detailed as is useful to you, but must contain the following information at minimum.

Name and location of facility: Include the location information of your facility, how the facility fits in relation to your community, the body of water it accesses, nearby amenities, etc.

Size of facility: Include numbers of seasonal and transient slips for harbor facilities, discuss whether the facility meets the demands of boaters, whether the facility is too large or too small, and if boaters are turned away or if there are waiting lists.

ADA accessibility: Explain whether the facility meets current ADA guidelines. Please include details on all aspects that meet and do not meet ADA requirements.

Site development plan: If you have current development plans, please explain or include.

Marketing, events and partnerships: Explain any ways you currently market your facility and any future marketing plans. Include any event currently hosted at this facility or future event plans. Please describe any current partnerships or if you have any future partnering plans.

Dredging Information: In this section, detail any current dredging needs, a typical dredge cycle, approximate volume of dredged materials and dredged materials disposal location.

Maintenance and replacement: This section should include the three categories:

- Annual maintenance schedule. Please provide some detail on your typical annual maintenance and repairs, including projected costs.
- Minor or small-scale infrastructure replacement schedule. This would be for minor infrastructure and replacement of smaller items. Please include a projected year and a projected cost.
- Large-scale maintenance and replacement schedules. This section would include larger maintenance and replacement schedules for things like buildings, docks, water systems and more. Include a projected year and projected cost.

See an example in figure 4.

Figure 4: Maintenance and Replacement

Example: Annual Maintenance Schedule

Repairs and maintenance	**$35,000**
Buildings	
Startup costs	
Painting	
Irrigation maintenance	
Sewer maintenance	
Minor electrical repairs	
Sidewalks	
Vehicles and equipment	
Winterization	
Lumber	
Annual Supplies	**$15,000.00**
tools	
hardware	
office supplies	
cleaning and paper products	
Annual services	**$60,000.00**
trash service	
utilities	
weed control	

Example: Minor and small-scale infrastructure replacement schedule

Equipment replacement	year	projected cost
New push mower	2018	$250.00
New dock carts	2020	$1,000.00
Minor infrastructure repairs	**year**	**projected cost**
Bathroom fixtures	2018	$ 1,000.00
Lighting upgrades in parking lot	2019	$ 2,500.00
Shower door replacement	2020	$ 6,000.00
Parking lot restriping	2021	$ 5,000.00

Example: Large-scale maintenance and replacement schedules

Project	Year	estimated cost
Re roof harbormaster building	2018	$ 50,000.00
Replace water lines on docks	2020	$100,000.00
Re deck T dock	2021	$ 60,000.00
Maintenance Dredge	2024	$ 50,000.00

Natural Resource Inventory (Optional)

Resource inventories provide a method to identify open-space land that may be desirable for future protection and/or public access through acquisition or other means due to the natural features present, as well as an accounting of land that is already protected.

It is important to develop a resource inventory, because it will assist in identifying the most desirable lands for acquisition in terms

of their ecological significance, location, proximity to other natural areas and other factors. Typically, a resource inventory would be conducted by creating a map of each type of resource or feature considered important for conservation purposes, such as wetlands, soils, surface water and forests, as well as maps of political boundaries, roads and parcel maps. These individual maps (or data layers) are usually incorporated into a geographic information system. They then can be combined with each other to determine the relative conservation value of different lands and the relationship of these lands to each other.

When conducting a resource inventory, map natural features such as wetlands, flood plains, groundwater recharge areas, woodlands, farmlands, wildlife habitat, rare species and scenic viewsheds. Land already protected, such as public parks and recreation areas, state or national forests, designated natural rivers and designated natural areas, also should be incorporated into the inventory.

Description of the Planning Process

In this section, planning methods are discussed. These methods are intended to assist with the assessment of the organization's park, recreation and open-space needs. Organizations are encouraged to choose planning methods that work best for their community.

Planning Methods

Comparison to park metrics: Comparison of existing recreation opportunities to park metrics can be used to determine deficiencies in the recreation system; however, it is important to apply knowledge of the community when determining its recreation needs. Relevant information may include age and income distribution, neighborhood structure and recreation interests of the community, and recreation opportunities in nearby communities. The National Recreation and Park Association park metrics can be viewed here: https://www.nrpa.org/publications-research/ParkMetrics/.

System planning: This planning method will use the organization's metrics, priorities, needs, level of service and community-wide issues to guide cyclical planning efforts. As planning efforts are implemented, the system can be re-evaluated to measure success and guide future planning goals. More information on parks and recreation system planning can be found here: https://www.nrpa.org/parks-recreation-magazine/2020/november/a-new-approach-to-parks-and-recreation-system-planning/.

Equity-based planning: This planning method focuses on community engagement, equity and inclusion. Planning for equity will ensure all people have access to programs, facilities and public spaces in the community. Benefits of equity-based planning may include improving community health, economic impact, access and resiliency. More information on equity-based planning can be accessed here: https://www.nrpa.org/publications-research/best-practice-resources/creating-equity-based-system-master-plans/.

Additional planning methods and resources not listed in this booklet are available for organizations to use. Contact the DNR Grants Management Section to add a resource to this list.

Description of the Public Input Process

In this section, describe the methods used to incorporate public input into the recreation planning process. Residents' opinion on recreation and open-space priorities is a key consideration in plan development.

Early Public Input

As you develop your plan, you must solicit early public input from your community before preparing your draft plan. The means of soliciting that input should take place within a year of plan adoption by the governing body.

It is important to involve the public *early* in the process before the draft plan is written. It is highly recommended that additional effort be put forth to solicit comments from residents living near future projects and from others who may be negatively affected by the projects. Special efforts may be required to involve segments of the population whose concerns are often overlooked. If your community has substantial minority, low-income, disabled or elderly populations, identify and address their needs and concerns.

Early public input increases ownership of the plan by community members, promotes democracy and equality with equal

opportunity to share in decisions, empowers residents to be more active and to participate more fully, enhances creativity, increases stability and commitment to management, and encourages support for local grassroots initiatives.

During early public input, a typical public meeting format is discouraged. Methods such as surveys, questionnaires, workshops, stakeholder meetings, focus groups, or visioning sessions are encouraged because they facilitate more public participation from all segments of the population. Describe the early public input method(s) you used. Explain whether the responses received represented the whole community, groups that do not typically attend public meetings, the potential users for special-use areas (for example, skate parks) and those who may be greatly affected by the recreation and open-space opportunities considered. This is an ideal time to include input from other recreation providers, private and public partners and regional organizations.

30-Day Public Review Period

Once the draft plan has been completed, residents must be provided with a well-publicized opportunity of adequate length, at least 30 days, to review and comment on the plan before it is officially adopted. Select convenient locations for reviewing the draft plan, such as your public library, town hall and municipal website. Document and describe the methods you used to notify people of the opportunity to review and comment on the draft plan before it was officially adopted. The notification can be accomplished by a variety of means, including methods typically used to make announcements by the governing body, such as a published notice or posting at the government office or on the municipal website, etc. The announcement must include the date of posting and must be certified by the publisher. Physical postings must be date-certified by the clerk. The notice should provide instructions to the public on how to submit comments to the plan via email or other methods. In addition, provide a summary of any comments received and how they were used to modify the plan.

Public Hearing and Resolution of Adoption

The final means of soliciting public input is an advertised public hearing, held after the 30-day public review period. The public must be given the opportunity to provide comments prior to passing a resolution to adopt the plan, according to the Open Meetings Act, PA 267 of 1976. This public hearing can be held as part of a regularly scheduled meeting, such as a planning or parks and recreation commission or a meeting of the governing body, or it can be held as a special single-topic public hearing. The public hearing must occur prior to passing a resolution for adoption by the highest governing body. If both the public hearing and resolution for adoption occur at one meeting of the highest governing body, they must be conducted as separate agenda items and the public hearing must be held prior to the resolution for adoption. Plans will not be accepted if the public hearing occurs after the plan has been adopted by the local governing body or bodies.

Advance notice for the public hearing is required in the manner typically used by the community for public hearings, such as published notice, certified posting at government offices, posting on the municipal website, etc. The announcement must include information on the time, date and location of the public hearing. The public hearing notice must be available for viewing to residents in all local units of government included in the plan. Proof of the notice location and posting date must be provided, such as an affidavit from the publisher, or full copies of the published page with the notice, including masthead. Physical postings must be date-certified by the clerk and include photo documentation. Notices for the public hearing should be publicized in the same manner as the community notices other public hearings, as for the planning commission. Care should be taken to provide a nonelectronic method, as not everyone has access to the internet. Notice for the 30-day review period and the public hearing can be combined if the title of the notice includes both items.

The final resolution to adopt the plan must come from the highest governing body. The adoption of the plan must be in the form of a resolution of adoption. The template for the resolution for adopting the recreation plan can be found in Appendix A.

Public hearing minutes must reflect that a call for comment was made to the public and whether there was public comment or not. When submitting the plan to the DNR, include a copy of the published notices for the 30-day review period and the public hearing and the approved, certified minutes of the meetings at which the public hearing was conducted and the plan was adopted by the governing body. If the plan was adopted at a separate meeting from the public hearing, provide the minutes of both meetings.

For joint recreation plans, the public hearings can be condensed to cover multiple communities at one meeting if the meetings are located so that all residents can easily attend. Otherwise, each community should host its own public hearing. Any proposed

consolidation of public hearings for joint recreation plans should be approved by the DNR prior to scheduling them. The public hearing must be advertised for all the communities contained within the plan in a method that can be viewed by members of all those communities. The plan must be adopted by resolution at a public meeting of each of the individual local governing bodies covered in the plan.

Goals and Objectives

In this section, describe the goals and objectives you developed during the preparation of your plan. Also describe the information you used to formulate the goals and objectives, including the role public input played in their formulation.

Goals should be based on the demographic characteristics of the population served and the physical and environmental characteristics of the area, such as the size of the population, age, gender and the distribution of low-income, disabled, elderly and minority residents. Recreation opportunities provided should be determined based on a consideration of the demographic subgroups that make up the population of the community, which recreation opportunities each of these subgroups wants, where the subgroups live, how they will get to the parks or other locations that provide recreation opportunities, how much they can afford to pay and many other factors.

Protection of open space will be dependent on the physical characteristics of the area. Physical characteristics include topography, water resources, soils, vegetation, fish and wildlife resources, presence and location of rare species, as well as human-created characteristics such as land-use patterns, transportation systems and zoning.

Goals should be broad enough and have one or more objectives associated with them. Objectives will be more specific actions to help accomplish the goal.

For example:

Goal: To provide recreation facilities to meet the needs of the community.

Objective: Construct additional soccer fields at Memorial Park.

There currently are 50 school-age kids participating in soccer, and the existing fields are scheduled to capacity. In the next five years, 100 children in the community will be of school age. During the community visioning session and recreation survey, the community expressed interest in programming for adult soccer leagues.

Action Program

The action program is the section of the plan where you identify how you intend to meet or work toward meeting your goals and objectives over the next five years. Describe specific projects identified during the planning process and how they will meet goals and objectives. You also may include organizational, staffing, programming, public information, operation and maintenance actions, as well as land acquisition and facility development, if applicable. A capital improvement schedule for park development projects is not required, but may be useful for planning purposes and may include the type of improvement, the estimated cost, funding sources and a schedule of construction.

Supporting Documentation

A number of supporting documents will be required to be submitted in MiGrants separate from the 5-year Recreation Plan and are described below.

Post-Completion Self-Certification Reports

Every five years, updated post-completion self-certification reports – including photographs of the park entrance sign and program acknowledgement plaque –- are required for all previous grants, regardless of the year of funding, for the following grant programs:

- Land and Water Conservation Fund

- Michigan Natural Resources Trust Fund
- Recreation Passport Grant Program
- Clean Michigan Initiative Fund
- Recreation Bond Fund

Submitted recreation plans will not be approved by the DNR until these forms are completed and returned, including photos of required program recognition plaques.

Maintenance and other issues identified during the inventory, including those at grant-assisted sites, should be addressed within the community plan if they cannot readily be corrected.

Early Input Before the Draft Plan is Written

Provide results of community surveys or questionnaires and/or notes from informal workshops, focus groups, stakeholder meetings or other informal public input opportunities. Read through the early input section of this booklet for more information. Provide a copy of the survey, meeting agenda, etc., and a summary of the amount of response and the information and opinions received.

Notice of the Draft Plan for 30 Days of Public Comment

The notice for the 30-day review period should include the date of posting and instructions on how the public can view the draft plan and submit comments and should be certified by the publisher. If the notice is published in a newspaper, a full-page print of the posting or an affidavit of publication may be submitted. If the notice is published online or on a social media site, a screen print or screenshot – which includes the post dates – can be submitted, or the person who posted the notice can submit a signed statement with the date of posting. If a printed copy of the notice is posted at a physical location, such as a township hall or library, submit clerk certification with the location and dates of posting and a photo of the posted notice.

Notice of the Public Hearing

The notice for the public hearing should include the date of posting and the date and location of the public hearing, should be certified by the publisher and should state that the recreation plan will be discussed at the meeting. Provide a copy of the notice for all public hearings, if more than one took place. If the notice is published in a newspaper, a full-page print of the posting or an affidavit of publication may be submitted. If the notice is published online or on a social media site, a screen print or screenshot that includes the post dates can submitted, or the IT director can certify posting dates. If a printed copy of the notice is posted at a physical location, such as a township hall or library, the person who posted the notice should submit a clerk-certified copy of the notice with the location and dates of posting and a photo of the posted notice.

Minutes from the Public Hearing

Approved, clerk-certified meeting minutes should be submitted. Unapproved meeting minutes can be submitted to meet the submission deadline, but the approved, signed copy is required prior to DNR approval of the recreation plan. Include minutes from all public hearings, if more than one took place. Public comments should be recorded on the minutes.

Minutes from the Meeting to Pass a Resolution of Adoption

Approved, clerk-certified meeting minutes should be submitted. Unapproved meeting minutes can be submitted to meet the submission deadline, but the approved, signed copy is required prior to DNR approval of the recreation plan. If the public hearing took place at the same meeting at which a resolution was passed, the public hearing portion of the meeting must have occurred prior to the resolution to adopt the plan and minutes must be provided for both the public hearing and the meeting where the resolution was passed.

Transmittal Letters to the County and Regional Planning Agencies

A copy of the completed plan should be sent to the regional planning agency. A copy also should be sent to the county planning commission. If there is no county planning commission, forward to the parks department of the county commission. Submit a copy of the letter or email transmitting the plan to both agencies.

Local Adoption and DNR Approval of Five Year Recreation Plans

To be eligible for DNR recreation grant consideration, an organization's five-year recreation plan must be adopted by a resolution of the governing body that has the final authority on recreation expenditures, such as a city council, recreation authority's board of directors or township board. (See Appendix A for a resolution template with required language.) If the planning process included the adoption of the plan by a planning commission or parks and recreation commission, that is additional and optional, as those boards must seek approval for expenditures by a higher governing body. These resolutions may be included in the supporting documentation.

Plan Amendments

Prior to the expiration date of a plan, a community may want to amend portions of the plan. An approved plan may be amended at any time during the five-year period of eligibility to reflect significant changes in community conditions, action plan or goals and objectives. An amendment does not extend the five-year life of the plan. Please discuss the need for an amendment with your DNR grant coordinator prior to initiating the process. If a potential project meets the plan's stated goals and objectives, it is not required that it be specifically identified in the action plan.

Amendment deadline: Communities may prepare five-year recreation plan amendments at any time during the year; however, for amendments to be considered during a grant application preliminary evaluation period, they must be submitted in MiGrants by Feb. 1 of the year the application will be submitted.

Amended Plan Content

The amended plan will be uploaded in MiGrants and should include the following information:

- Description of the planning process.
- Description of the public input process.
- Amended goals, objectives or action plan.
- Description of any other amended plan elements.

Supporting Documentation

Notice of Draft Plan for 14 Days of Public Comment

Once the amendment has been drafted, residents must be provided with a well-publicized opportunity of adequate length – at least two weeks – to review and provide input on it before it is officially adopted. Convenient places to allow the public to view the draft amendment are at your city or township hall, public library and on your municipal website. The amendment should be accompanied by the original plan for the two-week review period.

Notice of the Public Hearing

After the two-week review period, a public hearing must take place to take comment on the proposed changes to the plan. The public hearing notice must be published in advance of the hearing, according to the Open Meetings Act, PA 267 of 1976. The public hearing notice must be available for viewing to residents in all local units of government included in the plan.

Minutes from the Public Hearing and Resolution

Approved, certified meeting minutes should be submitted for both the public hearing and the meeting where the resolution was passed to adopt the amended plan. Unapproved meeting minutes can be submitted to meet the submission deadline, but the approved, certified copy is required prior to DNR approval of the recreation plan. Include minutes from all public hearings, if more than one took place. Public comments should be recorded in the minutes. Minutes must reflect that the public hearing took place, with a call to the public, whether or not anyone actually chose to speak. The public hearing and resolution for adoption can occur at one meeting of the highest governing body if they are conducted as separate agenda items and the public hearing occurs prior to the resolution for adoption.

Certified Resolution

Plan amendments must be adopted by the same governing body that adopted the original plan. (See Appendix A for a sample resolution.) Any amendments to a multijurisdictional recreation plan must be adopted by all communities affected by the change to the plan. A letter with a copy of the amendment must be sent to all communities covered by the plan.

Transmittal Letters to the County and Regional Planning Agencies

A copy of the amended plan should be sent to the county and regional planning agencies identified on the table below. Upload a copy of the letter or email transmitting the plan to both agencies. If there is no county planning commission, transmit the plan to the parks and recreation department or county commission instead.

Submitting Documents in MiGrants

All five-year Recreation Plans and plan amendments must be submitted to DNR Grants Management through an online application system, MiGrants, found at MiGrants.Intelligrants.com.

To submit an electronic version of a five-year recreation plan or amendment, a community must register its organization in the MiGrants system and receive approval as a new applicant from DNR Grants Management. If a community is already a registered organization, log in with the proper username and password. Once logged in, a community representative can use the "My Training Tools" link on the top of the home page as a guide for how to upload documents.

Upon receipt of the adopted plan and documentation, DNR Grants Management will review the plan for completion to ensure that all required documentation is included in the submittal. You will receive notification if the recreation plan submittal package is approved or requires additional documentation. Grant eligibility expires Dec. 31 of the last year covered by the plan, but in no case can the plan cover more than five years.

General Notes for MiGrants

Register in MiGrants – Five-year recreation plans are **only** accepted in MiGrants. A representative of the local unit of government must register as the authorized official in MiGrants. This role will allow this person to submit the five-year recreation Plan and add people to the organization and to documents in MiGrants. When the community is ready to submit grant applications, the authorized official is the only person who can initiate and submit grant applications. Because of this, the authorized official should be someone with the authority to complete these tasks and who is likely to respond on the project.

MiGrants notifications – The authorized official and anyone else who is added to the five-year recreation plan document in MiGrants will receive system-generated emails when there is a status change and also may receive emails from the DNR grant coordinators. Do not reply to any email notifications from MiGrants. System messages will come from the email address NoReply-MiGrants@Michigan.gov. If you receive an email that the five-year recreation plan was not approved, this may mean additional information is required. If you receive such an email, go to the five-year recreation plan document in MiGrants to review comments in the DNR-only box.

Submitting a Five-Year Plan

1. Authorized official logs into MiGrants at MiGrants.Inteligrants.com. In the "My Opportunities" box, choose "5-year Recreation Plan" to initiate a new recreation plan. Confirm that you want to start a new five-year recreation plan. The new five-year recreation plan document has been created. From now on, any organization members can start with step 2 to open and submit the five-year recreation plan.
2. Click on "Searches" then "5-year Recreation Plan" and click "search."
3. Click on the document name to open the recreation plan.
4. On the left navigation menu, go to "Forms" and click "Plan Info & Certification." Complete the required fields, certify the page and click "save."
5. On the left navigation menu, go to "Forms" and click "Plan & Supporting Documentation." Upload all required attachments, fill out the text boxes and click "save." You will only be allowed to upload one file in each upload area. Combine documents into one file, if needed. The maximum file upload size is 25 MB.
6. Once all required documents have been uploaded and saved, the authorized official can change the status to submit the recreation plan for DNR review. On the left navigation menu, go to "Status Options" and click "5-Year Recreation Plan Submitted."
7. The DNR has now received the submission and will review it. If clarifications are needed, your DNR grant coordinator will change the status of the five-year plan to "5-Year Plan Not Approved." This will allow you to upload missing documents or clarify information. The documents must be saved and submitted following the same steps above.

Submitting a Multi-jurisdictional Plan

For multijurisdictional plans, the following applies:

- All communities included in the plan must submit a five-year recreation plan in MiGrants at MiGrants.Intelligrants.com.
- All communities must each upload the following for their own community:
    - Public hearing notifications and public hearing meeting minutes.
    - If there is a separate meeting for the public hearing and adoption, also upload the meeting minutes where the plan was adopted by the highest governing body of that community.
    - Resolution where the plan was adopted by the highest governing body of that community.
    - Post-completion self-inspection reports.

Submitting an Amendment

If the organization has an approved five-year recreation plan on file with the DNR, contact your DNR grant coordinator prior to submitting an amendment to the plan.

1. Authorized official logs in to MiGrants at MiGrants.Intelligrants.com. Click on "Searches," then "5-year Recreation Plan" and then click "Search." Click on the document name to open the recreation plan. On the left navigation menu, go to "Status Options" and click "Amendment in Process." From now on, any organization members can start with step 2 to open and submit the five-year recreation plan amendment.
2. Click on "Searches," then "5-year Recreation Plan" and then click "Search."
3. Click on the document name to open the recreation plan.
4. On the left navigation menu, go to "Forms" and click "Plan Amendment."
5. Complete all required items on the page, then save the page.
6. Once all required documents have been uploaded and saved, the authorized official can change the status to submit the recreation plan for DNR review. On the left-navigation menu, go to "Status Options" and click "5-Year Recreation Plan Submitted."
7. The DNR has now received the submission and will review it. If clarifications are needed, your DNR grant coordinator will change the status of the five-year recreation plan to "5-Year Plan Not Approved." This will allow you to upload missing documents or clarify information. The documents must be saved and submitted following the same steps above.

Appendix A: Sample Resolution for Adopting a Plan or Plan Amendment

(NAME OF PLAN / AMENDMENT)

For *(name of governing body of local unit of government* OR *name of recreation authority/commission), (county name)*

WHEREAS, the (local unit of government OR recreation authority/commission*) has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 20__ through 20__, and*

* *WHEREAS, the* (local unit of government*) has entered into this planning process in collaboration with (*names of other local units of government*), and*

WHEREAS, the combined area of the aforementioned local units of government constitutes the planning area, and

WHEREAS, the (governing body of local unit of government) *is of the understanding that the governing bodies of the aforementioned local units of government intend to pass a similar resolution of adoption of the* (name of recreation and natural resource conservation plan)*, and*

OR

*WHEREAS, the (*recreation authority/commission) *is made up of representatives from* (names of local units of government)*, and*

WHEREAS, the (local unit of government OR recreation authority/commission*) began the process of developing a* (community recreation and natural resource conservation plan / plan amendment) *in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and*

WHEREAS, residents of the (local unit of government OR planning area) *were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions and discuss all aspects of the recreation and natural resource conservation plan, and*

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the (final draft plan / plan amendment) *for a period of at least* (30 days for plan / two weeks for amendments), *and*

WHEREAS, a public hearing was held on (date) *at* (place) *to provide an opportunity for all residents of the planning area to express opinions, ask questions and discuss all aspects of the* (name of recreation and natural resource conservation plan), *and*

WHEREAS, the (local unit of government OR recreation authority/commission*) has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the (*local unit of government OR recreation authority/commission)*, and*

WHEREAS, after the public hearing, the (governing body of local unit of government OR governing body of recreation authority/commission*) voted to adopt said* (name of recreation and natural resource conservation plan)*.*

NOW, THEREFORE BE IT RESOLVED the (governing body of local unit of government OR governing body of recreation authority/commission*) hereby adopts the* (name of recreation and natural resource conservation plan)*.*

Yeas: *Nays:* *Absent:*

I, (name), (title), *do hereby certify that the foregoing is a true and original copy of a resolution adopted by the* (name of governing body) *at a Regular/Special Meeting thereof held on the (___ day of _____, 20__.)*

<<Seal here, if a seal is available>> *(signature)*

*Joint Plan Only

MICHIGAN DEPARTMENT OF NATURAL RESOURCES MISSION STATEMENT

"The Michigan Department of Natural Resources is committed to the conservation, protection, management, use and enjoyment of the State's natural resources for current and future generations."

NATURAL RESOURCES COMMISSION STATEMENT

The Natural Resources Commission (NRC), as the governing body for the Michigan Department of Natural Resources, provides a strategic framework for the DNR to effectively manage your resources. The NRC holds monthly, public meetings throughout Michigan, working closely with its constituencies in establishing and improving natural resources management policy.

The Michigan Department of Natural Resources provides equal opportunities for employment and access to Michigan's natural resources. Both state and Federal laws prohibit discrimination on the basis of race, color, national origin, religion, disability, age, sex, height, weight, or marital status under the U.S. Civil Rights Acts of 1964 as amended, 1976 MI PA 453, 1976 MI PA 220, Title V of the Rehabilitation Act of 1973 as amended, and the 1990 Americans with Disabilities Act, as amended.

If you believe that you have been discriminated against in any program, activity, or facility, or if you desire additional information, please write: Human Resources, Michigan Department of Natural Resources, PO Box 30028, Lansing MI 48909-7528 or Michigan Department of Civil Rights, Cadillac Place, Suite 3-600, 3054 W. Grand Blvd, Detroit, MI 48202, or Division of Federal Assistance, U.S. Fish and Wildlife Service, 4401 North Fairfax Drive, Mail Stop MBSP-4020, Arlington, VA 22203.

For information or assistance on this publication, contact Grants Management, Michigan Department of Natural Resources, PO Box 30425, Lansing, MI 48909-7925.

This publication is available in alternative formats upon request.

Albion Recreation Commission

Strategic Plan for Launching the Update of Albion's 5-Year Parks & Recreation Plan (2027–2031)

1. Establish Governance & Work Structure

Objective: Ensure the Recreation Commission is fully prepared, staffed, and organized for a year-long update process.

Actions:

• Confirm roles: Recreation Commission leads; City Manager coordinates; DPS Superintendent provides park inventory support; community nonprofits consulted for programming.
• Set a monthly meeting schedule dedicated to plan development.
• Determine whether outside consulting support is needed (as in 2022–26). Apply for grant funding.
• Create three working subcommittees:

- **Facilities & Capital Improvements**
- **Programming & Partnerships**
- **Funding, Grants & Public Engagement**

2. Review MDNR Requirements

Objective: Ensure compliance so Albion remains eligible for grant funding.

Actions: • Confirm MDNR-required plan components (community description, administrative structure, inventory, goals, action program, public input, etc.).
• Review upcoming MDNR funding cycles and deadlines.
• Build the plan timeline around the DNR submission window.

3. Evaluate Current Plan Outcomes (2022–2026)

Objective: Identify what was completed, what is still outstanding, and what must carry forward.

Use the existing action plan for baseline evaluation:

• McIntosh Park improvements (multiple phases).
• Holland Park upgrades including walking paths, canoe/kayak launch.
• Victory Park band shell and court improvements.
• Albion River Trail expansions.
• City-wide park signage and branding.
• Community Recreation Center long-term planning.
• 2026 scheduled “Update Recreation Plan” line item.

Actions:

• Document completion status of each action item.
• Identify cost overruns/savings and implications for the next plan.
• Incorporate public feedback from survey results (e.g., bathrooms, safety, maintenance).

4. Conduct Updated Park & Facility Inventory

Objective: Create a refreshed, accurate picture of existing parks and facilities.

Actions:

• Use 2022 inventory format as the template.
• Inspect all 17 city parks + special-use areas + trail segments.
• Assess:

- ADA accessibility (a major theme of current plan).
- Equipment safety (many parks noted outdated equipment).
- Restroom conditions (frequent public concern).
- River access sites (for canoe/kayak expansion).
- Landscaping, lighting, signage, seating, drainage.
  • Photograph and map inventory using GIS if available.
  • Update acreage, amenities, conditions, and needed improvements.

5. Launch a Community Engagement Process

Objective: Gather broad, representative public input—required for MDNR approval.

Actions Based on Prior Survey Approach:

• Repeat a city-wide recreation survey, following the successful 2021 model.
• Host public workshops at:

- Albion District Library
- Holland Park Pavilion
- McIntosh Park (underserved neighborhoods)
- Victory Park Bandshell (well-attended venue) • Conduct targeted focus groups:
- Youth (schools, Youth Development Center)
- Seniors (Forks Senior Center)
- Immigrant/refugee communities
- Disabled residents (mobility/access focus) • Partner with nonprofit and institutional stakeholders (Albion College, YMCA, Kids N' Stuff, Bohm Theatre). • Create a digital feedback portal via City website.



6. Reassess Goals & Objectives

Use the existing goal structure as a foundation:

Goal A: Park Facilities & Accessibility
Goal B: Develop Parks & Programming
Goal C: River & Trail Connectivity
Goal D: Shared Programming & Partnerships
Goal E: City Branding & Signage
Goal F: Promotion & Marketing

Actions:

• Evaluate which goals remain relevant.
• Add new priorities emerging from recent issues:

- Community recreation center feasibility (still unresolved).
- Expanded youth programming (ongoing public concern).
- Safety improvements & lighting.
- Aging infrastructure in McIntosh, Harris, Ketchum.
- Climate resilience/sustainability.
- Trail expansion connecting all neighborhoods.
- Canoe/kayak launch growth at Holland, McClure, Barnes.

7. Develop Capital Improvement Priorities (2027–2031)

Objective: Build the new 5-year Action Plan.

Priority Categories (grounded in current plan needs):

A. Neighborhood Parks (high-need, underserved)

• McIntosh Park full redevelopment
• Ketchum Field modernization
• Harris Field playground replacement
• McAuliffe Park court improvements



B. Citywide Destination Parks

• Victory Park structural repairs (band shell, pond debris, walls)
• Rieger Park accessibility & winter recreation
• Holland Park final phases

C. River + Trail System

• Water trail launches at Holland, McClure, Barnes
• River cleanup (trees, lily pads, obstructions)
• Dam removal coordination with agencies
• Trail extensions to Industrial Park, State Street, Holland Park

D. Facilities

• Community Recreation Center: feasibility, design, location options
• Restroom accessibility upgrades across all parks

E. Beautification & Branding

• Citywide signage program continuation
• Landscaping and entrance improvements

8. Funding Strategy Development

Objective: Position the city to secure MDNR, federal, private, and foundation funding.

Use existing funding sources list as guide:
• Recreation Millage
• Calhoun County Parks Millage
• MDNR Trust Fund, Waterways, LWCF grants
• National Fish Passage Program, NOAA, NRCS soil/environmental programs
• Albion Community Foundation
• Private family foundations (recreation, youth, environment)
• In-kind partnerships (college, civic groups)

Actions:

• Identify grant-eligible projects within the new Action Plan.
• Coordinate early with MDNR staff.
• Package river/trail projects as regional trail hub enhancements.
• Prepare community match strategy (donations, volunteers, in-kind work).

9. Documentation & Drafting

Objective: Create the official plan document.

Actions:

• Update all sections (community description, inventory, programs, goals, action plan, public input).
• Integrate maps, photos, and condition scoring.
• Ensure ADA compliance analysis is thorough.
• Compare with Calhoun County Parks & Recreation Plan for regional alignment.
• Produce a full draft for Commission review.

10. Adoption & MDNR Submission

Objective: Approve and file the plan correctly.

Actions:

• Hold public hearing through City Council (required).
• Parks & Recreation Advisory Commission recommendation.
• Planning Commission review (for CIP alignment).
• City Council adoption resolution.
• Submit to MDNR by required deadline.

Proposed Timeline (Due to Michigan DNR by Feb. 1, 2027)

• **Month 1:** Setup, MDNR requirements, workplan adoption (Sept. 2026)
• **Month 2:** Inventory, public input launch, stakeholder engagement (Oct. 2026)
• **Month 3:** Draft goals/objectives, funding strategy, CIP development (Nov. 2026)
• **Month 4:** Draft full plan, Commission and staff review (Dec. 2026)
• **Month 5:** Public hearing, revisions, Council adoption (Jan. 2027)
• **Month 6:** MDNR submission (by Feb. 1, 2027)