

Casco Township Parks and Recreation Committee
Regular Meeting
January 9, 2018

DRAFT

1. **Call to Order & Roll Call:** Meeting was called to order at 7:00 pm. Those Committee members present were Bruce Brandon, John Johnson, Clay Greiffendorf, Paul Macyauski, Rachel Ridley, Pam Blough, Consultant and Kathy Brandon, recording secretary. A New Committee Member was welcomed, his name is Andrew Litts. He will be replacing Ron Seiler, who's term had expired.
2. **Approval of Agenda:** The Agenda was accepted with no changes. The December Meeting was canceled due to inclement weather.
3. **Installation of Officers:** A Motion made by Paul and 2nd by Rachel to nominate Bruce for Chairperson was made, approved by all. A Motion was made by Rachel and 2nd by Andy to nominate Clay as Vice Chair was made, approved by all. A motion was made by Clay and 2nd by Rachel to nominate John as Secretary was made, approved by all.
4. **Correspondence Received:** None
5. **Public Comments:** None. Supervisor Allan Overhiser was present.
6. **Review and Approval of October 10, 2017 minutes:** Clay made a motion to accept the minutes with corrections, 2nd by John, approved by all.
7. **Maintenance and Operation Discussion:** A Motion was made by John, 2nd by Clay to present the Maintenance and Operation Plan to the Township Board.
8. **Nature Preserve Mowing Discussion:** The Sub Committee reported back their findings and will recheck in May of 2018.
9. **First Street Access:** Spring
Bike Rack: Spring
10. **Blue Star Pathway Update:** John Adams was installed as new Chair. See the Blue Star Pathway Web Site.
11. **Friends of the Nature:** Spring
12. **Facebook Page for Casco Parks:** Still working on this Paul would like this up and running this spring.
13. **Nature Preserve:**
 - Life Ring Posts and rings:** When John and Bruce went to retrieve them they were gone.
 - Repair of split rail fence:** unknown
 - Top of the Stair Trash Receptacle:** Will be installed in the spring.

Parking sprawl at the new lot: Spring

Stairs to the beach Need repair: Access to the beach is of the HIGHEST PRIORITY to all committee members and for the Casco Community. **John made a motion, 2nd by Clay that Bruce recommend to the Board that maintaining Beach Access and repair of the stairway be a HIGH PRIORITY. The motion was approved by all.**

- 14. Miami Park Beach Property:**
Restorative Plantings follow up. Spring
- 15. Township Hall Property basketball equipment:** Pam will see that it is ordered.
- 16. Murdock Donations,** trees for the Township Hall park area. April or May
- 17. Update from Township Board Representative:** None
- 18. Committee Member Comments:** John mentioned SHARA had purchased property in South Haven Township. Pam mentioned we need start working on other things and would like suggestions. Bruce suggested putting the Community Recreation Plan on the next agenda for review.
- 19. A motion for the meeting to Adjourn** was made by John, 2nd by Clay, approved by all. Meeting adjourned at 8 pm.

The Next Meeting will be Feb. 13, 2018

Minutes respectfully submitted:
Kathy Brandon

Casco Township Parks & Recreation Committee

Updated 2-12-2018

All terms expire at the end of the calendar year December 31.

Committee Member	Officers	Phone and Email	Term Ends
Bruce Brandon 451 Brandon Dr South Haven MI 49090	2018 Chair	269-214-8825 bbrandon47cpt@yahoo.com	2018
			2018-VACANT
Rachel Ridley 1178 68 th Street South Haven MI 49090		269-206-2135 ridleyrachel@ymail.com	2019
Clay Greiffendorf 439 Blue Star Hwy South Haven, MI 49090	2018 Vice Chair	C 989-798-4412 H 269-767-7387 Clayog123@SBCGlobal.net	2020
Andrew Litts 634 64 th St South Haven, MI 49090		269-214-7736 1andy.litts@gmail.com	2020
John Johnson 6789 111 th Avenue South Haven MI 49090	2018 Secretary	269-227-3554 rutamoose@yahoo.com	2019
Paul Macyauski 631 104 th Ave. South Haven, MI 49090	Trustee Representative	269-330-2619 PaulMacyauski@yahoo.com	Willingness to Serve

Kathleen Brandon, Recording Secretary
451 Brandon Dr.
South Haven, MI 49090
Phone: 269-214-8825
Email: bkbrandon2003@yahoo.com

Casco Township
7104 107th Avenue
South Haven MI 49090
Township phone: 269-637-4441 or Fax, 269-639-1991

Cheri Brenner, Clerk
Email: cascoclerk@gmail.com

Parks & Recreation Consultant:
Pam Blough, PLA, FASLA
P.M. Blough, Inc. (PMB)
PO Box 102
Grand Haven, MI 49417
Cell: 616-402-2398
Email: pamb@pmbblough.com

2018 Annual Meeting Calendar Casco Township Parks and Recreation Committee

Version October 6, 2017

Meeting Dates and Times

Tuesday	January 9, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	February 13, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	March 13, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	April 10, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	May 08, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	June 12, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	July 10, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	August 14, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	September 11, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	October 09, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	November 13, 2018	7:00-9:00 P.M. Regular Meeting
Tuesday	December 11, 2018	7:00-9:00 P.M. Regular Meeting

Regular Parks and Recreation Committee meetings will be generally held from 7:00-9:00 P.M. on the second Tuesday of the month. All meetings are scheduled to be held at the Casco Township Hall.

Annual Events:

January:	New members are seated. Election of officers
February:	Annual Township Planning Meeting
June:	Prepare for Annual Township Meeting
June:	Annual Township Meeting

Goals and Objectives

The Goals and Objectives section of the plan provides goals for the future of parks and recreation within the community. These goals have been written for the Casco Township community based on public input for current and future recreational opportunities. Each goal is further defined by the Objectives that follow. The Action Plan section of the final plan will determine the proposed projects that help to meet these goals.

Goal No. 1: To provide multi-generational recreational opportunities within the community as the Township is comprised of persons of all ages.

Objectives:

- a. Provide recreational opportunities for each of the major age and activity groups living within the Township.
- b. Provide for recreational activities and experiences that can be enjoyed together with persons of multiple ages.

Goal No. 2: To provide recreational facilities for persons of all abilities both mentally and physically.

Objectives:

- a. Develop new facilities that will expand recreational opportunities for all residents.
- b. Develop new facilities that will meet or exceed the Americans with Disabilities Act, (ADA).
- c. Develop new facilities that integrate ADA accommodations in such a way that they are seamlessly used by all residents within the community and to not cause separation of users based on abilities.

Goal No. 3: Recreational programming and special events within the community, as the community is small and the financial resources are limited.

Objectives:

- a. The Township will continue to assist, as funds allow, the non-profit organizations through the development and maintenance of recreational facilities that support recreational activities, programs, and events.

Goal No. 4: The Township will continue to protect, utilize and develop the Casco Township Nature Preserve as a focus for natural experiences, Lake Michigan access, and picnicking opportunities for the community.

Objectives:

- a. The Casco Township Site Master Plan provides the overall vision for future preservation and expansion of the facilities for recreational activities. Future developments may focus on increased public picnicking experiences.
- b. The Site Master Plan includes the development of facilities which are Universal Accessible as possible given the unique natural features.

Goal No 5: To continue to provide, as much as possible, free use of the parks and facilities.

Objectives:

- a. Continue to allow for open use of the park lands and to not charge admission into the facilities.
- b. Minimally charge, as required to cover costs, for special events to keep the facilities available for public use.

Goal No 6: To provide Lake Michigan access to all residents for wildlife viewing, swimming, and beach access and a point of future water access on the Black River.

Objectives:

- a. Retain the Casco Township Nature Preserve and the "Maple Grove" property as a public park with Lake Michigan frontage and stairway access.
- b. Continue to maintain First Street Lake Access Stairs
- c. Acquire a property on the Black River when available to provide public access to the river within the Township.

Goal No 7: The Township will preserve and protect existing lands for appropriate recreational uses for future generations.

Objectives

- a. The Township will continue to maintain, to the best of its ability, the existing park facilities.
- b. The Township will continue to make improvements to the parks based on the Community Recreation Plan and allowable funding.

Goal No 8: To maximize funding for parks and recreation through the continual renewal of the parks millage and other non-Township funding sources in order to provide recreational facilities for the community.

Objectives:

- a. To support the renewal of the parks millage providing recreational opportunities for the residents of Casco Township.
- b. Utilize the millage funds to the greatest extent possible to match grant opportunities which become available that fit the needs identified in the Community Recreation Plan.

Goal No 9: To participate as appropriate in the regional planning of parks and recreation facilities within the regional area.

Objectives:

- a. Attend and participate in strategic planning activities on a regional basis which support parks and recreation for the Casco Township residents, such as the Blue Star Pathway, the Lake Michigan Water Trail, and the Bangor-South Haven Heritage Water Trail on the Black River.
- b. To participate in the development of regional projects, as determined to be prudent by the Township Board.

Goal No. 10: To encourage private development which supports the goals of parks, recreation, wildlife, corridors and natural areas within the community.

Objectives:

- a. Encourage site planning that provides for recreational opportunities, wildlife corridors and natural areas in the built developments.
- b. Encourage individual residents to adopt site development methods that provide for low impact on the environment.
- c. Encourage development with the community that protects the natural Lake Michigan shoreline and the Black River shoreline and watershed.

Goal No. 11: To explore any potential acquisition of additional lands as they might become available.

- a. Make it known that donations of land to the Township will be considered.
- b. Seek grants as appropriate to assist with the acquisition and development of properties.

Action Plan Section

The Action Plan Section is the section of the plan that focuses on the future vision and plans for parks and recreation within the community. This section includes the Goals and Objectives, a list of prioritized projects, a project location map, and a summary write up of each of the proposed activities.

Priority Projects and Basis of Need for Future Development

The following projects were identified as desirable projects for Casco Township through public input, participation and recommendation of the Casco Township Parks and Recreation Committee, and through final approval by the Township Board. After the projects were identified, they were prioritized and are shown in priority order below. This project list will serve to help guide the decisions, expenditure of Township funds, and future development of the Township parks.

1. Township Hall Park

Township Hall Park is the undeveloped 40-acre property surrounding the Casco Township Hall. This park will provide recreational facilities which are different than those provided at the Casco Township Nature Preserve and be the only other formal park within the Township. The new facilities will support community events and activities at the Township Hall, such as the Senior Programs, Casco Band, Casco Township Special Events, and active sports. Priorities for the development have been identified as:

- a. Completion of a site master plan with public input into the design. The planning process will develop a conceptual site design, probable costs for facilities, and a phasing plan.
- b. Picnic pavilion near the parking and Township Hall.
- c. Restrooms for use with the Township Hall and park facilities.
- d. Playground near the pavilion and parking
- e. Open Play Field for Sports such as softball/baseball, soccer, etc.

2. Casco Township Nature Preserve

The Preserve is enjoyed by visitors year-round both as a wooded nature preserve and as a Lake Michigan beach access. The Nature Preserve, since the last Plan was completed, has several new facilities including a stairway access to the beach and an expanded parking lot. Additional facilities will support the existing facilities on the site and provide expanded recreational opportunities at the Nature Preserve. These facilities include:

- a. Secondary (non-ADA) mowed pathway from aggregate parking to the beach stairway.
- b. Picnic area with small pavilion near the north bluff to provide shaded picnic facilities.
- c. Modern restroom facility near north bluff picnic and stairway.

3. 1st Street Beach Access

The 1st Street Beach Access provides a narrow 18' wide stairway access between 1st Street and the Lake Michigan Beach. As land is limited, this is a pedestrian and bicycle only accessed public access point to Lake Michigan. Proposed improvements include:

- a. Better signage to identify the public access point.
- b. Plan for long term stair replacement as the current stairs are aging.

4. Black River Access Property Acquisition

This priority is for the Township to acquire a parcel of land that will provide public access to the Black River, as a public access site currently does not exist within the Township. A specific location has not been determined. Acquisition will be based in the future on the availability of suitable land and the availability of funding.

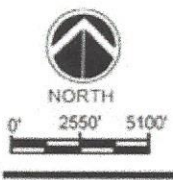
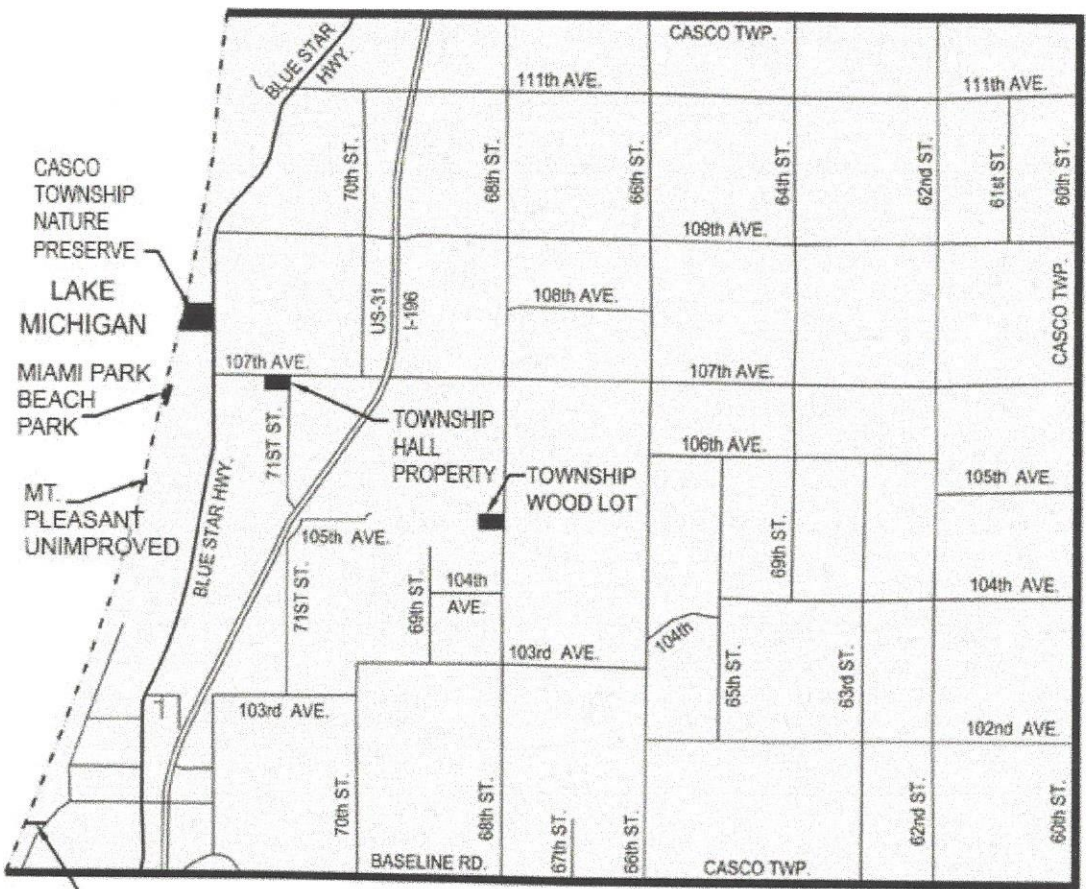
5. Miami Park Beach Park

Miami Park Beach Park is comprised of two narrow parcels of land with steep bluffs to the lower Lake Michigan beach. Access by the public from the top of the bluff is currently not available due to the steepness and dangerousness of the clay bluff. The existing beach can be accessed by water craft such as kayaks, and is listed as a rest point along the Lake Michigan Water Trail. To provide direct public access to the beach, at a minimum, an extensive stairway will need to be constructed at some time in the future. Due to this extreme cost, and the lack of adjacent property for vehicle parking, this project has been placed as a lower priority within the Action Plan.

6. Blue Star Connector

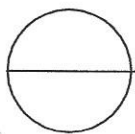
The Blue Star Connector will be a pathway connector between the Casco Township Hall Park and the proposed Blue Star Non-Motorized Trail along Blue Star Highway that will provide access to the Casco Township Nature Preserve. This connector pathway will connect the two Township parks, as well as allow the Township Hall parking lot to serve as an overflow parking lot to the Nature Preserve and trailhead parking lot for the Blue Star Non-Motorized Trail. As the Blue Star Non-Motorized Trail has not been constructed yet, and a date for construction has not been set, this project has been placed as a lower priority with the Action Plan.

Note: It should be noted that the Blue Star Non-Motorized Trail has not been listed as a Township priority. The Trail has not been included as it has been determined since the previous Plan, that the final Trail will be owned by Allegan County, and therefore will not be developed by Casco Township, and not included as a priority in this new plan, "Five Year Community Recreation Plan, 2017-2021, Casco Township."



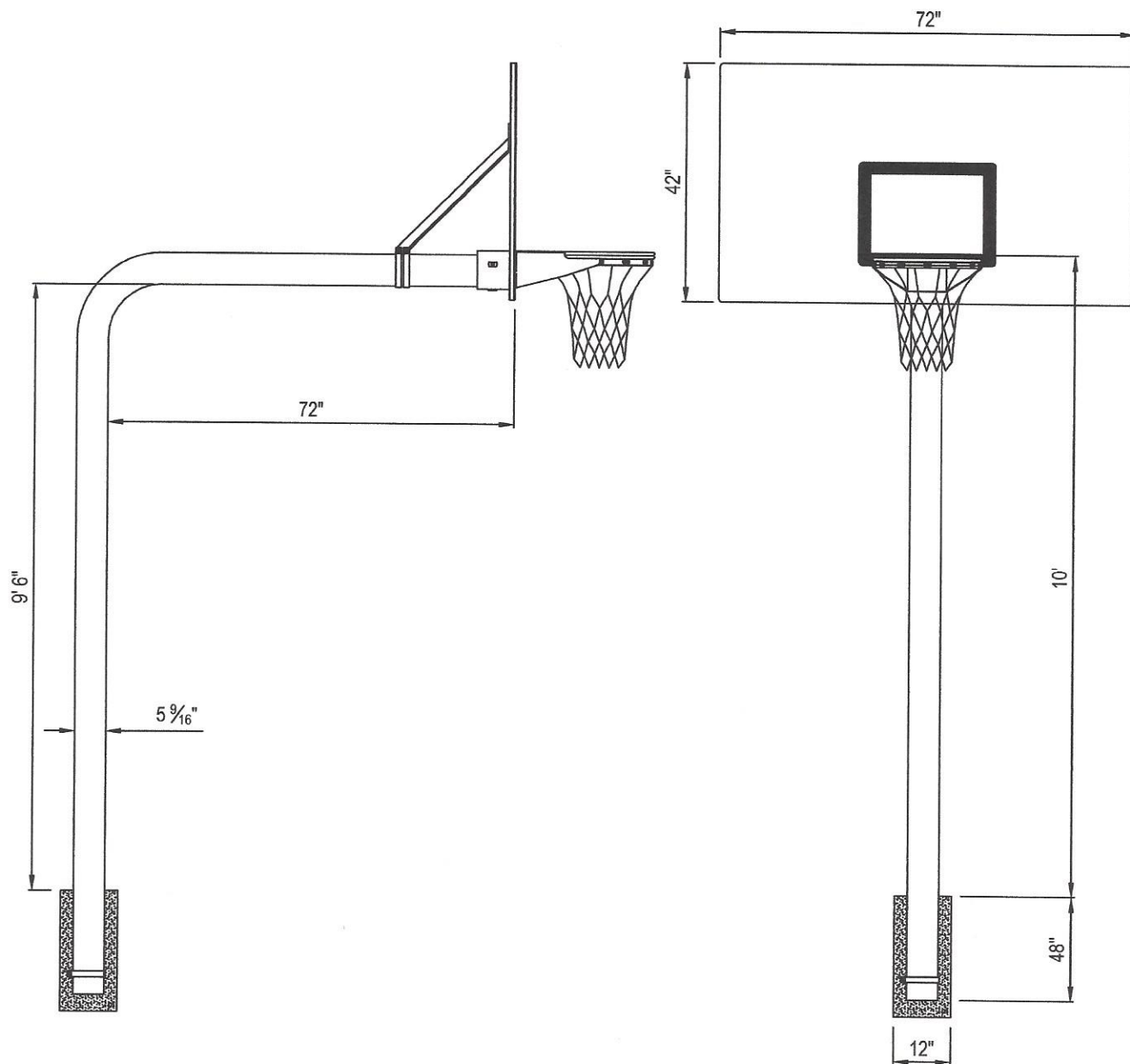
RECREATIONAL LANDS LOCATION MAP
CASCO TOWNSHIP

MAY 7, 2017



PRODUCT SPECIFICATION

PR87 MEGA-DUTY STEEL GOOSENECK PLAYGROUND SYSTEM



Pole shall be constructed of 5 9/16" outside diameter schedule 40 structural pipe and have a hot dipped galvanized finish. Design shall be a bent gooseneck style and allow for a 48" bury into the ground and a 72" extension from the front of the pole to the face of the backboard. Two 1 5/8" diameter, 13 ga. flow coated galvanized tubular braces shall support the top of the backboard and connect directly to the pole. Pole shall be designed so that the rim mounts directly to the horizontal pole section through the backboard to eliminate stress on the backboard during play. Pole systems without backboard support braces shall not be considered equal. Pole shall carry a limited lifetime warranty. Backboard shall be 42" x 72" rectangular steel. Skin shall be 12 ga. and rear structure shall be 7 ga. and 10 ga. mild steel. All skin edges shall be safety rolled to eliminate sharp edges and increase strength and rigidity. Structure on the rear shall allow mounting to common 36" x 62" fan style supports. The backboard shall be coated with a white powder coated finish and have an official size orange shooter's square. Backboard shall accept rims with a 5" x 4" hole pattern and be manufactured in the USA. Backboard shall carry a 10-year limited warranty. Rim shall consist of two 5/8" diameter AISI 1018 cold drawn carbon steel rings welded together at a minimum of six places. Back and side plates shall be 3/16" thick and be continuously welded. The net attachment system shall be of a continuous type constructed of 3/16" x 1" steel with punched net attachment slots suitable for nylon (included) or chain (optional) nets. Individual or continuous wire formed netlocks are not an acceptable equal. Rim shall be punched to mount on any front mount backboard, have an unconditional lifetime warranty and orange powder coated finish. Mounting hardware shall be included. Rim shall be made in the USA. Installation to be completed in accordance with manufacturer's instructions. Do not scale drawings. Entire system shall weigh 475#.

— **Instruction Manual** —

Mega Duty Gooseneck Pole

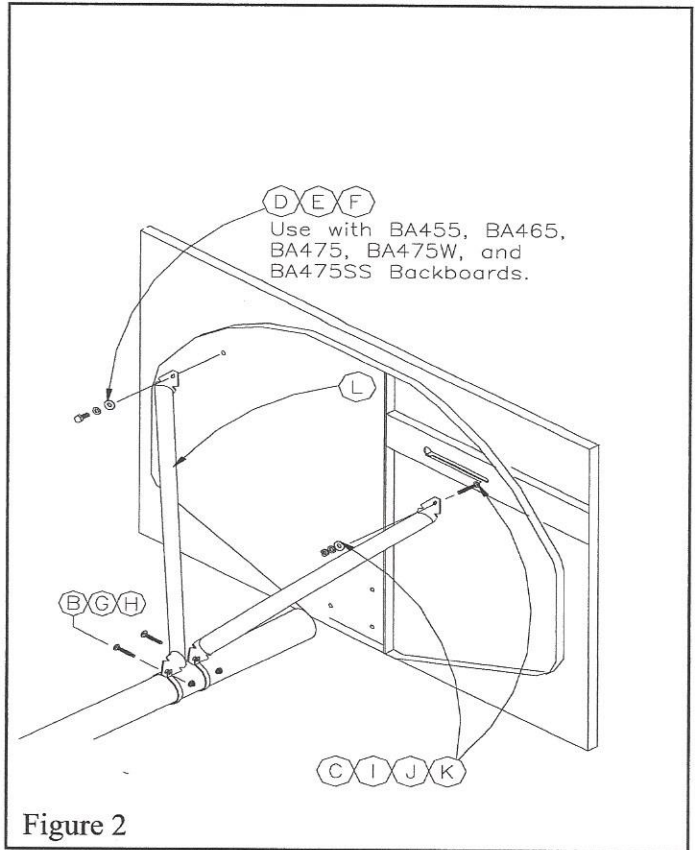
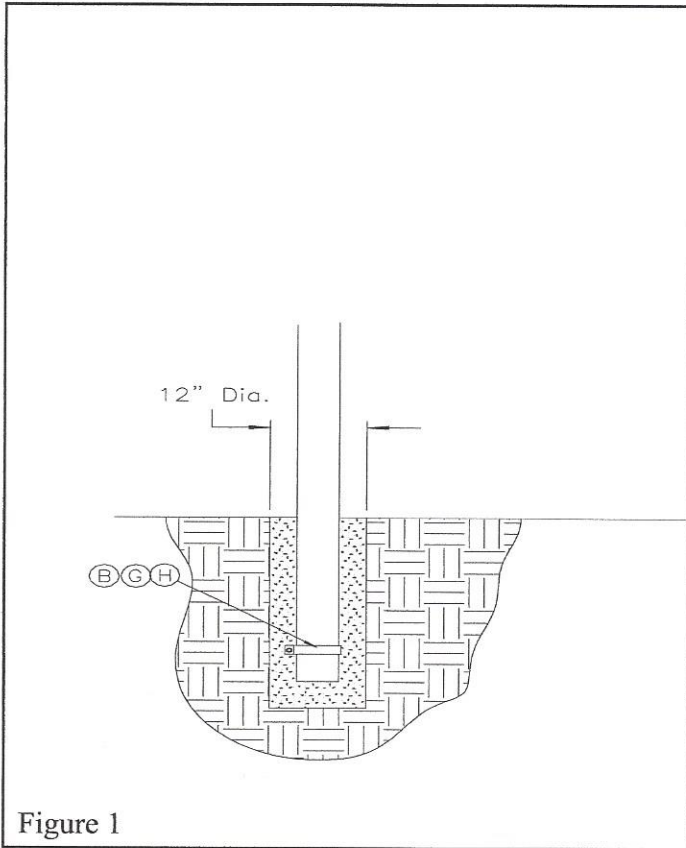
Models BA780 and BA780XL



customer Service
(800) 247-7668

PARTS LIST					
Item	Qty	Description	Item	Qty	Description
A	1	Backboard Mounting Bracket	H	3	5/16" Flange Nut
B	3	5 9/16" Band Clamp	I	2	7/16" Flat Washer
C	2	7/16" x 2" Carriage Bolt	J	2	7/16" Lock Washer
D	2	3/8" x 1" Hex Bolt	K	2	7/16" Hex Nut
E	2	3/8" Flat Washer	L	2	Backboard Brace
F	2	3/8" Lock Washer	M	2	1/2" Set Screw, Square Head
G	3	5/16" x 2" Carriage Bolt	N	2	1/2" Jam Nut

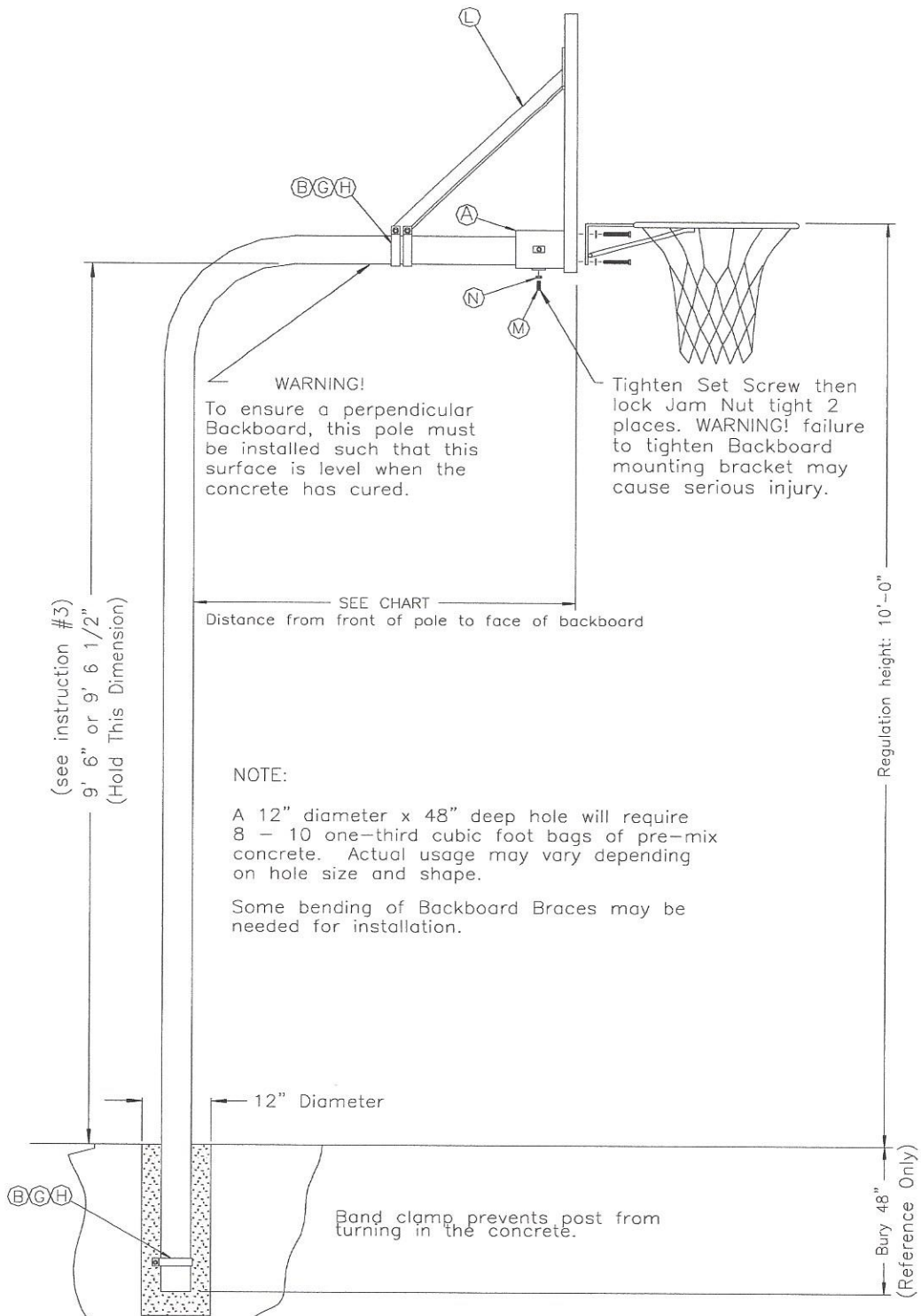
- ◆ Inspect all contents prior to installation. Report any missing parts to dealer immediately.
 - ◆ Read all instructions before proceeding.
1. Select the location for the concrete base footing. Dig a 12" diameter hole that is a minimum of 48" deep. In areas where the normal frost line is below 36" it is advisable to dig to the normal frost line. (Consult a local concrete contractor if there is any question).
 2. Make sure that you have a broomstick or similar pole to vibrate air pockets out of concrete. The 12" diameter by 48" deep hole will require approximately 3.25 cubic ft. of 3000 PSI concrete (8 to 10 60# bags of premix concrete). You will need to adjust the amount depending on the size of hole you prepared. Having the proper amount of concrete before you start will ensure proper strength of the footing.
 3. Mix concrete according to the directions on the bag. It is advantageous to have the mixture "wet". This will increase your working time and allow batches to mix in the hole. Pour the hole full to ground level. Attach 5 9/16" *Band Clamp* (B) with 5/16" X 2" *Carriage Bolt* (G), and 5/16" *Flange Nut* (H) to bottom end of pole and insert pole into concrete while vibrating concrete to allow it to surround the pole completely. The pole height from the ground to the bottom of the bend should be 9' 6". (See Figures 1 and 3). **Note: If you are installing the PR78 system with the BA407U 54" x 42" polycarbonate backboard your pole height from the ground to the bottom of the bend should be 9' 6 1/2".**



4. Clean excess concrete from pole. Level the pole in the hole and allow the footing to cure for seven (7) days. Only after the concrete has cured for seven days should you proceed.

5. Seven days have passed. Slide the two 5 9/16" *Band Clamps* (B) on to the gooseneck portion of the pole. Assemble rim and backboard to the *Backboard Mounting Bracket* (A), then attach the *Backboard Mounting Bracket* (A) to the end of the pole with 1/2" *Square Head Set Screws* (M) making sure that the rim and the backboard are level. Fasten *Backboard Braces* (L) to the backboard with 7/16" X 2" *Carriage Bolts* (C), 7/16" *Flat Washers* (I), 7/16" *Lock Washers* (J) and 7/16" *Hex Nuts* (K) or with 3/8" X 1" *Hex Bolt* (D), 3/8" *Flat Washers* (E) and 3/8" *Lock Washers* (F) depending upon the style of backboard. See **Figures 2 and 3**.

Distance from front of pole to face of backboard	
BA780	BA780XL
72"	96"



WARNING!
To ensure a perpendicular Backboard, this pole must be installed such that this surface is level when the concrete has cured.

Tighten Set Screw then lock Jam Nut tight 2 places. **WARNING!** failure to tighten Backboard mounting bracket may cause serious injury.

SEE CHART
Distance from front of pole to face of backboard

NOTE:

A 12" diameter x 48" deep hole will require 8 - 10 one-third cubic foot bags of pre-mix concrete. Actual usage may vary depending on hole size and shape.

Some bending of Backboard Braces may be needed for installation.

(see instruction #3)
9' 6" or 9' 6 1/2"
(Hold This Dimension)

Regulation height: 10'-0"

12" Diameter

Band clamp prevents post from turning in the concrete.

Bury 48"
(Reference Only)

Figure 3

— Instruction Manual —

MODEL BA780 ADAPTER



for the Mega Duty Gooseneck Pole

Customer Service
(800) 247-7668

PARTS LIST					
Item	Qty	Description	Item	Qty	Description
A	1	Adapter	H	4	3/8" Hex nut
B	4	3/8" Flat washer	I	4	Acorn nut
C	4	3/8" Lock washer			

- ◆ Inspect all contents prior to installation. Report any missing parts to dealer immediately.
- ◆ **Read all instructions before proceeding.**

Notice!!
This adapter plate is used with backboards and goals with a 5"x 4" mount pattern.

1. Assemble the *Adapter* (A) and the *Backboard Mounting Bracket* (See Figure 1), *Backboard*, and *Goal* (sold separately) using *3/8" Flat washers* (B), *Lock washers* (C), and *Nuts* (D).
2. The goal mounting studs are designed to accommodate a variety of backboard and goal combinations. Please install *Acorn nuts* (I) on exposed studs if you are using a goal without a protective cover plate.

