



City of  
**Montrose Michigan**



**Parks & Recreation  
Master Plan  
2008 - 2012**

The City of Montrose Parks and Recreation Plan was prepared in 2007 by the City of Montrose in conjunction with Montrose Township and with professional assistance from Spicer Group of Saginaw, MI.

It was adopted on October 23, 2007 by the Montrose City Council.

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# Preface

Recreation and open space are important to the residents of the City of Montrose. Recognizing this concern, community officials have led an effort to develop a Parks and Recreation Plan aimed at improving and developing Montrose's recreational resources. This plan was developed concurrently with Montrose Township. This process fostered cooperation between the two communities in regards to recreation planning for goals and objectives, programming, and capital improvements.

In accordance with the State recommended five-year cycle for recreation planning, this updated plan covers the five-year period 2008-2012. The content and process follow requirements of the Michigan Department of Natural Resources (DNR) for a community recreation plan.



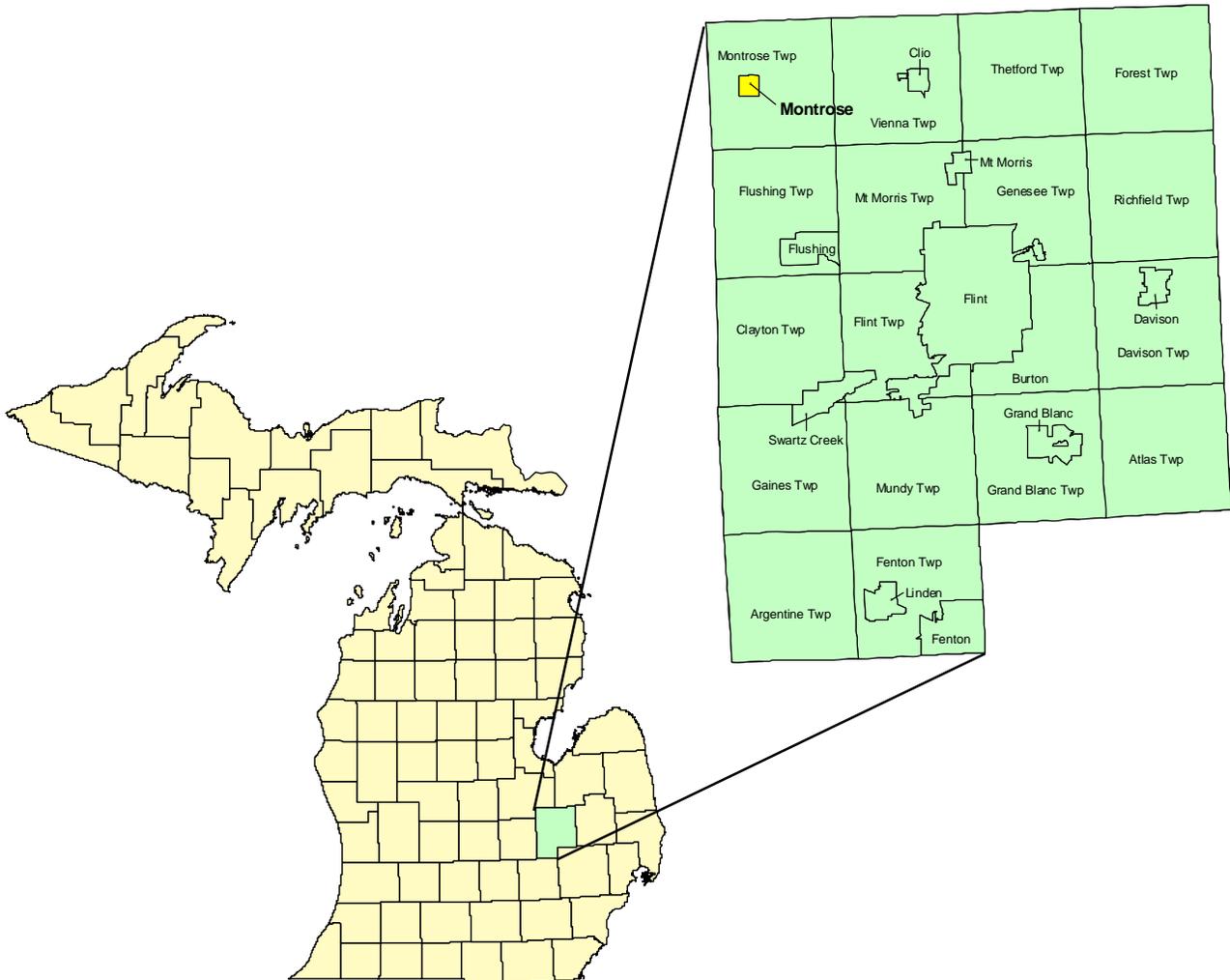
This document is intended to serve as a guide in the planning for future park and recreation opportunities, services and implementation. Population shifts, new development and changing attitudes towards leisure have added additional pressures to the community's existing parks and recreation system, thus increasing the need for both short and long range planning. Some of the recommendations, such as maintenance issues, aesthetic and landscape enhancements can be implemented fairly easily and at a relatively low cost. Other recommendations such as land acquisition, facility expansions and construction, and even the design of a neighborhood park improvement, will require additional study or involvement of residents in order to address the site-specific details. This plan lays the foundation upon which these activities can build.

Implementation strategies are identified over the next five years, at which time the plan will again be updated. The delineation of these improvements will aid the City of Montrose in grant solicitation from the DNR and long range capital improvement budgeting. Additionally, during the next five years, it is important for the community to reference the plan and make appropriate priority adjustments as conditions change and funding opportunities arise.

# I. Community Setting

The City of Montrose is located in the northwest corner of Genesee County. Montrose is a small city with a population of 1,619 according to the 2000 Census. The total area of the City of Montrose is 0.9 square miles. Montrose serves as a bedroom community for residents who work in major urban centers such as Flint and surrounding Genesee and Saginaw County communities.

This plan covers all aspects of recreation for the City of Montrose. It was prepared simultaneously with Montrose Township as the Township completed its recreation plan. This allowed for coordination of goals, objectives, and action plans.



## II. Administrative Structure

This section describes how recreational activities and resources are governed and administered in the City of Montrose.

### CITY GOVERNMENT

The City of Montrose is organized as a Council/Manager form of government in the State of Michigan. The City Council is comprised of a Mayor and six council members. The City Council is ultimately responsible for the policy and financial decisions relating to parks and recreation in the City. The City Manager works for the Council as the administrative head of the City.

There is no formal Parks and Recreation Department in the City of Montrose. The day to day operation of the Montrose City Parks are handled by a the City's Department of Public Works (DPW).

### BUDGETS

Expenditures for parks and recreation in Montrose for the past three years are as follows:

2004 - \$10,368

2005 - \$10,313

2006 - \$14,520

Expenditures were used for operation and maintenance of the parks and the Railroad Depot, including mowing the grass. The budgeted expenditures for 2007 are \$13,738. There have been no expenditures or monies spent on capital improvements or programming. The City has also contributed approximately \$1,200 per year to assist with the cost of utilities at the Campbell-Llewellyn Community /Senior Center. Revenues for parks and recreation in the City of Montrose come from the City's general fund.

### PROGRAMS

The City of Montrose currently does not offer recreation programming. Various volunteer groups and the school district offer formal and informal recreational programs for youth and adults. The school district offers swimming lessons and open swims at the pool located in the high school. American Youth Soccer Organization (AYSO) offers a soccer program for children from 4 - 18. Youth softball and baseball are each organized by volunteer community organizations. There is a canoe and kayak club in the area that uses the township park as a put-in/take-out point for their activities. An informal group of walkers meets daily to walk the path in the township park. A volunteer committee manages the restored Railroad Depot.

# III. Recreation Inventory

## PARKS & RECREATION FACILITIES

The City of Montrose owns and operates two small recreational parks and the restored railroad depot. Montrose City Lions Park is located on the corner of Alfred Street and Park Drive. The second park is at the southern City limits and is known as Blueberry Park. It is located on the corner of South Saginaw Street and Coke Drive. A park location map is shown at the end of this section.

**Name: MONTROSE CITY LIONS PARK**

**Type:** Neighborhood Park

**Size:** 2.7 acres

**Service Area:** The City of Montrose

**Purpose/Use:** Small neighborhood park



**Recreational Facilities & Support Facilities:**

- Pavilion
- Grills and Picnic Tables
- Restrooms
- Benches

**Accessibility:** 3 (Most of the facilities/park areas meet accessibility guidelines)

**Name: MONTROSE BLUEBERRY PARK**

**Type:** Neighborhood Park

**Size:** 1.4 acres

**Service Area:** The City of Montrose

**Purpose/Use:** Small neighborhood park



**Recreational Facilities:**

- Various playground and playscape equipment
- Walking path

**Support Facilities:**

- Pavilion
- Picnic Tables

- Handicap accessible drinking fountain
- Portable Restroom

**Accessibility:** 3 (Most of the facilities/park areas meet accessibility guidelines)

**Grants Received:**

- 1977 Montrose Park, Land and Water Conservation Fund (26-00892), \$6,790, shelter, driveway, picnic equipment

The restored Train Depot is also considered a parks and recreation facility in Montrose. It is located along the railroad tracks between Hickory and State Streets. It has its own volunteer management committee. The City provides financial support for operation and maintenance, including the utilities.



**Other Parks & Recreational Facilities**

Much of the active recreational space in the City of Montrose is provided by the Montrose Community Schools. Their indoor facilities include gymnasiums and a swimming pool. Outdoor facilities include a football field and track, a baseball field, 4 multi-use ball diamonds, soccer field, and playground equipment. The school district provides after school and weekend recreational programs such as karate, swimming, and basketball.



*Playground at Carter Elementary School*

Montrose Township has recently developed its 35 acre Barber Memorial Park which features access to the Flint River, a walking path, picnic areas, and a sledding hill.

The Montrose Campbell-Llewellyn Community/Senior Center is located in the City of Montrose. It is owned by the Montrose Community School District and operated by Montrose Township. It is used for Senior Citizen activities, various community meetings, and private rentals.

**ACCESSIBILITY**

An Americans with Disabilities Act (ADA) compliance assessment of the Montrose Parks was conducted during early 2007. The assessment consisted of a visual inspection of each park in regards to

access, circulation in relation to the park facilities. As noted in the inventory listing, the Montrose City parks do not entirely meet accessibility guidelines.

Creating a park system that is safe, accessible and usable to all individuals within the community, including those with disabilities, is essential. A grading system has been developed by the Michigan Department of Natural Resources (DNR) to easily identify those parks and facilities which are most, and least, handicap accessible and usable, based on the ADA guidelines. The following accessibility grading system uses a five (5) point system ranging from one (1), none of the facilities/park areas meet accessibility guidelines, to five (5), the entire park was developed/renovated using the principals of universal design.

Accessibility Grade	Definition
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 principles of universal design

The City of Montrose will continue its efforts towards improving accessibility at each of the parks when improvements are made. Such improvements might include accessible parking, paved paths, barrier-free restrooms and activity areas, amenities and signage.

## NATURAL RESOURCES INVENTORY

While not in the City of Montrose, the most significant natural resource in the area is the Flint River in Montrose Township, just east of the City limits. The River has many scenic views and is a popular spot for fishing, canoeing, and kayaking. The Township park is located on the Flint River. There are several large privately owned woodlots within the city, especially on the west side, that would be a scenic addition to a park system.

## COMPARISON TO STANDARDS

The Recommended Classification System for Local and Regional Open Space from the Michigan Department of Natural Resources defines 5 types of parks that may be applicable to the City of Montrose.

- Mini-Park
- Neighborhood Park
- School-Park
- Community Park
- Large Urban Park

A mini-park is less than 1 acre in size and is less than 1/4 mile from a residential setting. It is used to address limited, isolated or unique recreational needs. Neighborhood Parks are generally 5 to 10 acres in size and they serve as the recreational and social focus of the neighborhood in more densely populated urban settings. Their service area is generally 1/4 to 1/2 mile. School-Parks can combine parks with school sites to help meet the recreational space needs for the community. Community Parks serve a broader purpose than Neighborhood Parks. They have more amenities and usually serve two or more neighborhoods within 1/2 to 3 miles and are generally 30 - 50 acres in size. Large Urban Parks are generally 50 acres or more in size and they serve a broader purpose than a community parks. They focus on meeting community based recreational needs, as well as preserving unique landscapes and open spaces.

Montrose has less than 5 acres of park land for its 1,619 citizens. General industry standards would suggest 5 - 10 acres of regional park land per 1000 citizens, or approximately 8 - 16 acres of regional park land for Montrose. This would imply that the City of Montrose does not have adequate regional park land for its citizens. Further, the parks that are in the City of Montrose have very few active recreational features.



More recent park guidelines indicate that one must also consider the “Level of Service” desired by the community. If Montrose residents’ needs are met with the existing amount of park land and facilities, then that amount may be sufficient. This may be true when one considers the facilities available at the school district and in the Township. However, if citizens needs are greater, the City may need more park land. This is why the community input portion of a recreation plan is so important. The City needs to understand the wishes of the community it serves in order to provide the Level of Service desired by the residents.

As a supplement to the recommended standards for park acreage, data from the Sporting Goods Manufacturers Association (SGMA) is another way to help understand recreation trends. It is impor-

tant to be aware of national recreation trends to be able to anticipate activities which will incorporate a large number of participants and those which show the greatest growth in popularity. The SGMA conducts an annual survey that analyzes the size of sports product markets in order to determine sports participation trends. The table on the following page, shows the results of the latest SGMA survey conducted in January 2006, which monitored 114 sports and fitness activities. The top 30 sports and activities in the nation, based on participation in 2006, are listed. The definition of *participation* includes persons six years and older who have participated in the activity at least once during the year of the survey. Sports activities that are growing in popularity may require a facility expansion.



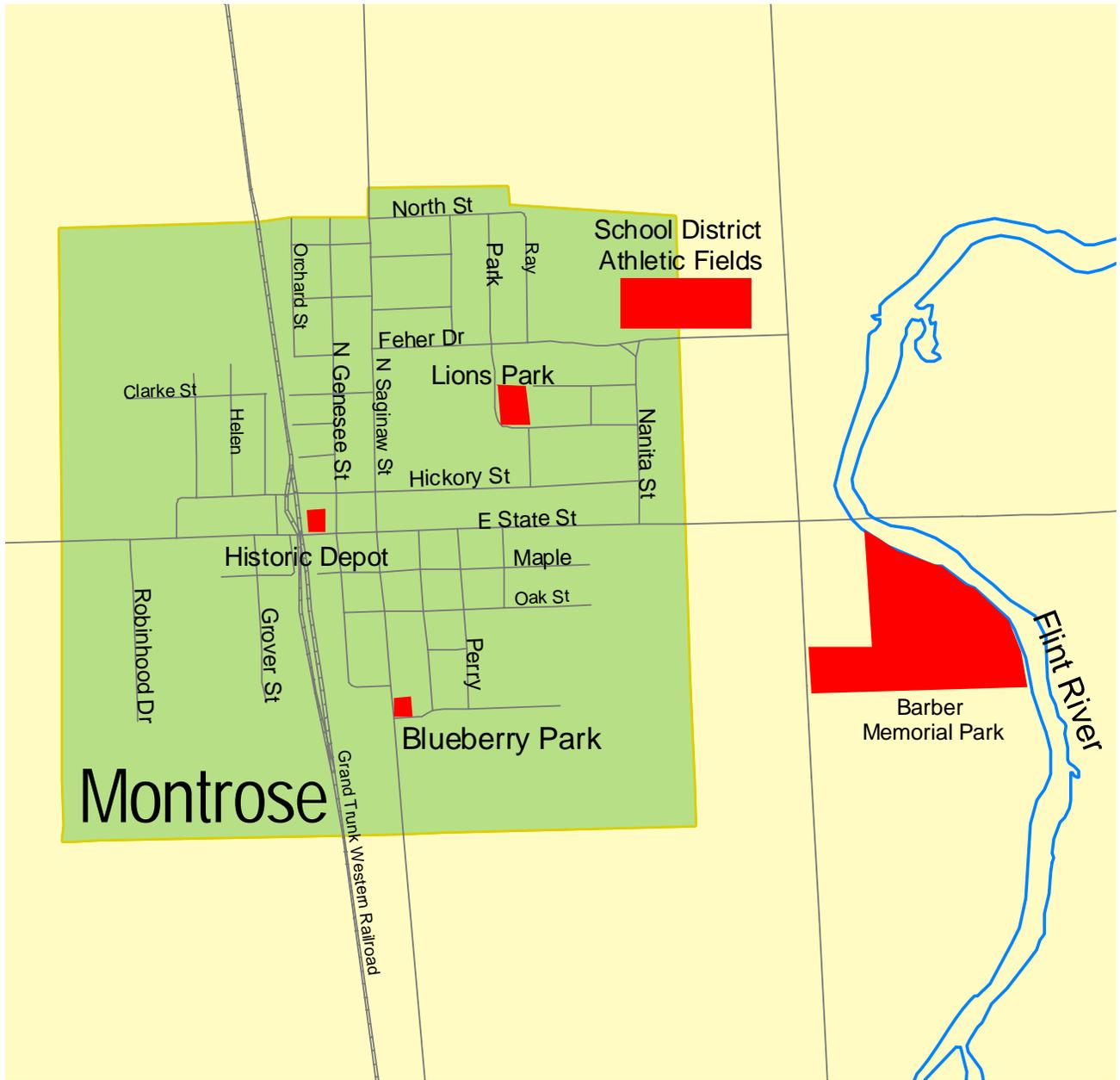
*Lions Park*

Figure 1

**Top 30 Sports by Participation**  
**U.S. Population, 6 years and older, at least once per year**

<b>Sport/Activity</b>	<b>Number of Participants in 2006 (thousands)</b>	<b>1-Year Change (2005-2006)</b>	<b>6-Year Change (2000-2006)</b>
1 Walking (Fitness)	100,239	10.8%	11.3%
2 Bowling	54,305	5.4%	4.8%
3 Treadmill Exercise	49,798	19.0%	39.9%
4 Billiards/Pool	46,990	10.3%	3.5%
5 Free Weights (Hand Weights)	45,222	19.0%	38.0%
6 Fishing (Freshwater-other)	44,597	3.1%	-1.4%
7 Weight/Resistance Machines	41,385	18.0%	35.8%
8 Bicycling (Road/Paved surface)	39,398	9.1%	na
9 Running/Jogging	37,922	9.4%	22.8%
10 Camping (w/in 1/4 mile of vehicle/home)	36,107	2.1%	na
11 Free Weights (Dumbbells)	33,941	14.7%	29.1%
12 Stretching	32,570	15.0%	33.5%
13 Hiking (Day)	29,406	na	na
14 Golf	28,743	-2.0%	2.4%
15 Free Weights (Barbells)	27,402	11.8%	16.5%
16 Stationary Cycling	25,845	14.1%	-0.8%
17 Home Gym Exercise	25,654	22.1%	29.4%
18 Basketball	24,665	6.1%	-9.7%
19 Elliptical Motion Trainer	22,751	23.3%	233.1%
20 Abdominal Machine/Device	22,539	22.0%	10.8%
21 Darts	22,195	10.1%	na
22 Aerobics (Low impact)	21,569	10.4%	2.7%
23 Exercise to Music	21,552	15.8%	35.4%
24 Swimming (Fitness/Competition)	18,694	9.0%	12.9%
25 Camping (Recreational Vehicle)	17,328	-1.0%	-5.3%
26 Baseball	16,114	-2.3%	-8.0%
27 Table Tennis	15,107	16.0%	18.7%
28 Soccer (outdoor)	14,665	90.0%	na
29 Tennis	14,665	1.8%	12.2%
30 Yoga/Tai Chi	14,152	19.1%	135.9%

Source: SGMA Superstudy of Sports Participation



Montrose Area  
Park Location Map



## IV. Public Input Process

As part of the Montrose Parks and Recreation Master Plan process, the Michigan Department of Natural Resources requires at least two opportunities for public participation. The first takes place before or during the preparation of the plan (i.e. community workshop, survey, questionnaire, citizen luncheon) and the second occurs as an advertised public meeting at which the plan is presented for adoption.

### OPEN HOUSE

The City of Montrose met the DNR requirements by providing two (2) opportunities for public input, as well as the required 30-day period for review and comment on the draft plan. The Township and City hosted a joint Open House meeting and then held an advertised public hearing prior to adoption of the plan. The Open House was held on May 17, 2007 at the Montrose High School Cafeteria. It was advertised via flyers, a posting in the school district newsletter and in the local newspaper. A copy of the flyer advertising the Open House is included in Appendix B. Four people attended the Open House and another individual sent a letter with comments. The combined comments are summarized below.

- Love Barber Park – Use it a lot!
- Happy that they are moving sled hill.
- Need basketball courts and tennis courts at Barber Park.
- Need modern facilities at Barber Park.
- Potential skateboard area at Barber Park.
- Expand kids playscape at Barber Park.
- Some discussion on school multi-use path.
- Barber Park – Good – Use it for soccer and sledding.
- Fill ditch along school land – Redevelop school grounds to make safer.
- Bathrooms needed on upper and lower level in Township Park
- Water, sewer, and electricity to upper bathrooms
- Electricity to lower bathrooms and electric and water to existing pavilion
- Additional parking lot in lower area to the south of existing parking lot with a portion being dedicated to boat trailer parking
- Clear out larger area along river and construct small pavilion nearby to attract people canoeing and floating river
- Install sanitary dump station upper level for campground usage
- Build warming pavilion for sledding hill



*Blueberry Park*

- Obtain additional property along river from Genesee County Road Commission and develop it into campground with water and electricity. Survey would cost approximately \$5,000 and six foot chain link fence would cost approximately \$6,000. This would be great for Blueberry Festival.
- Once the Bell Building is in place, we will need additional parking and possible walk paths.



## V. Goals and Objectives

Developing goals and objectives is an important part of the recreation planning process. The overall goal of a parks and recreation department 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.

Goals are the broadest level. They are overreaching and general. Objectives carry out the purpose of the goal. The Action Program is the last level and the most specific. It identifies specific projects. The action plan can also include organizational, staffing, programming, public information, and operation and maintenance actions.

The City of Montrose formulated the following goals and objectives based upon the input received at the community input session in May of 2007 and the demographic and physical characteristics in the City. *The key to obtaining DNR grants at some point down the road is to identify a project that will help you obtain your recreation goals.*

### **GOAL 1 - Provide safe broad community-based recreation opportunities that improve the overall quality of life for all residents of the City of Montrose.**

Parks serve as a natural gathering place for community residents and they provide free or inexpensive recreation opportunities. To enrich the quality of life in Montrose, it is important for the City to continue to provide and improve park facilities. The existing parks in Montrose are small, neighborhood parks. They do not contain many recreational amenities.



Community input is a solid indicator of what residents in the community want in terms of recreational facilities. The City will continue to plan its improvements based upon the needs expressed in formal and informal input sessions.

*Objective – Continue to add amenities to the park facilities in Montrose based upon community input.*

*Objective – Acquire additional parkland in Montrose so as to provide more recreational opportunities to improve the quality of life for local citizens.*

## **GOAL 2 - Provide recreational opportunities for people with disabilities.**

Montrose wishes to provide recreational opportunities for all residents, including those with disabilities. Its current parks are not fully accessible. This will be especially important as the population in the community continues to age because mobility and accessibility tend to become more difficult as with aging adults.

*Objective – Make sure that all improvements and upgrades to park facilities, where feasible, are handicap accessible.*

## **GOAL 3 - Continue to improve and upgrade the City of Montrose recreational and support facilities so as to offer the community parks that it can be proud of.**

Park facilities are among the most visible indicators of a community's identity and pride as well as local tax dollars at work. Montrose wishes to provide quality facilities that show they are an active community that takes pride in its community facilities.

*Objective – Keep park facilities safe and well maintained.*

*Objective – Add support facilities so as to improve the ease of use.*

## **GOAL 4 - Improve the health and fitness of Montrose residents.**

Because there are limited opportunities for fitness and recreation in the Montrose area, the City wants to offer facilities that will allow residents to enjoy the benefits of physical fitness. While the City currently does not offer any recreational programs, it may wish to in the future so as to enhance the quality of life for the residents. There may be other partnering opportunities with the school district, Montrose Township, or other recreational groups. The ability to offer programming is dependent upon available funding and staffing for such a project.

*Objective – Evaluate existing facilities and programming in terms of fitness opportunities for the community.*

*Objective – Investigate programming opportunities that take advantage of existing park facilities.*

*Objective - Work with Montrose Township and the Montrose School District to develop multi-use paths that will connect to school facilities, Barber Memorial Park, and the existing paths in the community.*

## VI. Action Program

With goals and objectives in place, the City of Montrose was able to develop a Five Year Action Program to work toward accomplishing the goals and objectives. The Action Program details the direction the Village of Montrose wishes to take over the next five years in order to maintain and improve the quality and diversity of park and recreation opportunities within the community. These decisions were made based on recreational trends, national standards, participation data at existing facilities, community input and opinion and demographic trends in comparison. Potential Capital Improvements for this Parks and Recreation Master Plan have been established not only to provide a framework for decision makers, but also to enable the City to apply for grant funding for these proposed projects.

The Capital Improvements schedule is not a fixed element and is neither all inclusive or exclusive. The schedule merely reflects the results of the input from City staff, board members, and input from the community open house. It is very likely that the schedule and plan will be amended at some point during its life due to unanticipated circumstances, such as changing recreation trends, community opinion, available funding and/or private donations.

Potential projects are described below. Each was assigned a priority of 1 through 5 with 1 being most important and 5 being least important.

### ***1. Action Item - Remove and replace outdated and/or unsafe equipment at parks.***

*Priority - 2*

*Relates to Goal - all*

*Rationale/Discussion*

Some of the playground and recreational equipment at the two city parks is old, outdated, and no longer safe. In order to provide a more enjoyable park experience, the City wishes to remove it and replace it with newer and safer equipment. The new equipment can provide more opportunities for people with disabilities as well as improve the overall aesthetics at the parks.

## **2. Action Item - Develop a multi-use path system across the City that will connect to the Township Park.**

*Priority - 1*

*Relates to Goal - all*

### *Rationale/Discussion*

The City would like to improve non-motorized transportation within the City limits of Montrose. The City is also interested in linking with the Montrose Township and other surrounding communities such as Clio, Birch Run, Saginaw and Genesee County. Genesee County recently completed a plan, "Genesee County Regional Trail Plan 2007". A map of the City of Montrose and Montrose Township is included in Appendix A. The immediate goal is for the City to connect the school facilities, the parks and the downtown district. Having an interconnected multi-use pathway system would improve the health and fitness of Montrose residents by providing all citizens the opportunity for accessible walking, biking, and roller-blading on smooth surface that is separated from vehicular traffic.

## **3. Action Item - Improvements at the Depot**

*Priority - 3*

*Relates to Goal - 3*

### *Rationale/Discussion*

The Depot was donated to the City in 2004 and has an active Depot Committee. The Depot Committee volunteers have invested over \$360,000 over the past three years into restoring the depot. The rehabilitated Depot facility is a wonderful new attraction in Downtown Montrose. The Depot is still in need of some additional improvements such as roof overhang supports and storm windows. The site is also in need of improvements such as a flag pole, a sign, landscaping, fencing, parking lot improvements, steps and painting.

#### **4. Action Item - Add parking for both parks**

*Priority - 7*

*Relates to Goal - 3*

*Rationale/Discussion*

Currently, the only available parking for Lions Park and Blueberry Park is on the street. Having more parking would increase usage for the parks. Additional parking may come from the acquisition of land that would be adjacent or near the parks.

#### **5. Action Item - Acquire additional park land**

*Priority - 8*

*Relates to Goal - all*

*Rationale/Discussion*

As indicated in the recreation inventory, Montrose has less than 5 acres of park land for its 1,619 citizens. General industry standards would suggest approximately 8 - 16 acres of regional park land for Montrose. Further, the parks that are in the City of Montrose have very few active recreational features. While the Montrose School District currently supplies recreational space in the City, those amenities may not be available at all times and there is no guarantee that they will continue to be available in the future.

#### **6. Action Item - Update landscaping at the Parks**

*Priority - 6*

*Relates to Goal - 3*

*Rationale/Discussion*

The existing landscaping at the City parks is minimal and outdated. Grass, shrubs, trees, and other plantings need to be evaluated and a plan developed for their improvement. This type of project can often be supported by donations and memorials.

**7. Action Item - Improve accessibility at Lions Park and Blueberry Park**

*Priority - 5*

*Relates to Goal - 2*

*Rationale/Discussion*

Many of the features at the two small parks are not handicap accessible. For example, Blueberry Park contains a walking trail around the perimeter of the park but the trail cannot be accessed from the curb nor does it access the playground features in the park.

**8. Action Item - Add restroom facilities to Blueberry Park**

*Priority - 4*

*Relates to Goal - 3*

*Rationale/Discussion*

Currently the City only has portable vault toilets at Blueberry Park. It would like to add permanent restrooms to improve the overall park experience for visitors.

## VII. Summary of the Planning Process

In its continuing effort to provide quality recreational opportunities for its citizens, the City of Montrose has developed a Parks and Recreation Master Plan as a tool to guide the development of community park and recreational facilities and locations over the next five years. This plan is the latest effort by the City to establish recreational goals and objectives for the community. The plan will also provide the City of Montrose eligibility for grants from the Michigan Department of Natural Resources (DNR) to assist the community in reaching its recreational goals.

The City of Montrose contracted with Spicer Group of Saginaw, Michigan to assist them with completion of the Parks and Recreation Master Plan. The consultant met with City Manager Frank Crosby and various City staffers five times during the course of the project. As previously noted, the City of Montrose's Recreation Plan was completed in conjunction with the Montrose Charter Township's Recreation Plan. This allowed for sharing of data and coordination of goals, objectives and action plan items.

Data was collected about the City of Montrose, such as demographics, park information and an inventory of existing facilities. This data was collected from a number of resources such as: City staff, the Montrose Township Recreation Plan, existing City documents such as the Master Plan, various web sites (census, city and school district) and through field observations. This information helped determine where the community was deficient or providing a surplus of various recreation facilities in comparison to various national standards.

Community input was taken at a community open house on May 17, 2007 at the Montrose High School Cafeteria. Based upon the existing information and the community input, the City developed goals and objectives for parks and recreation in Montrose. The group also planned for an action program to accomplish the goals and objectives of the plan.

The consultant completed the draft Parks and Recreation Master Plan document and it was made available for review at Montrose Charter Township Hall, City of Montrose Office Building, Montrose/Jennings Memorial Library and the Montrose Senior Center for at least 30 days. This was advertised in the local newspaper, the Tri-County Citizen, on September 2, 2007. The second opportunity for community input occurred at the advertised public meeting held prior to adoption of the plan. This meeting was held on October 9, 2007.

The City of Montrose passed a resolution to adopt the Montrose Five Year Parks and Recreation Plan at the City Council meeting on October 23, 2007.

Copies of the Parks & Recreation Master Plan were transmitted to the Genesee County Planning office, the East Central Michigan Planning office, and the Michigan Department of Natural Resources (DNR) in December of 2007.

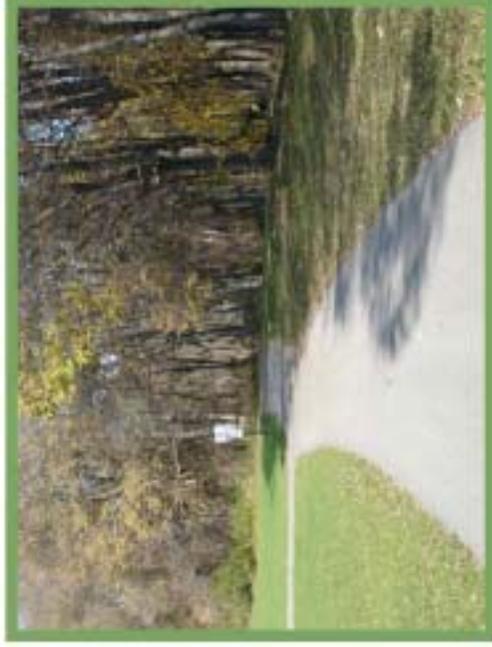
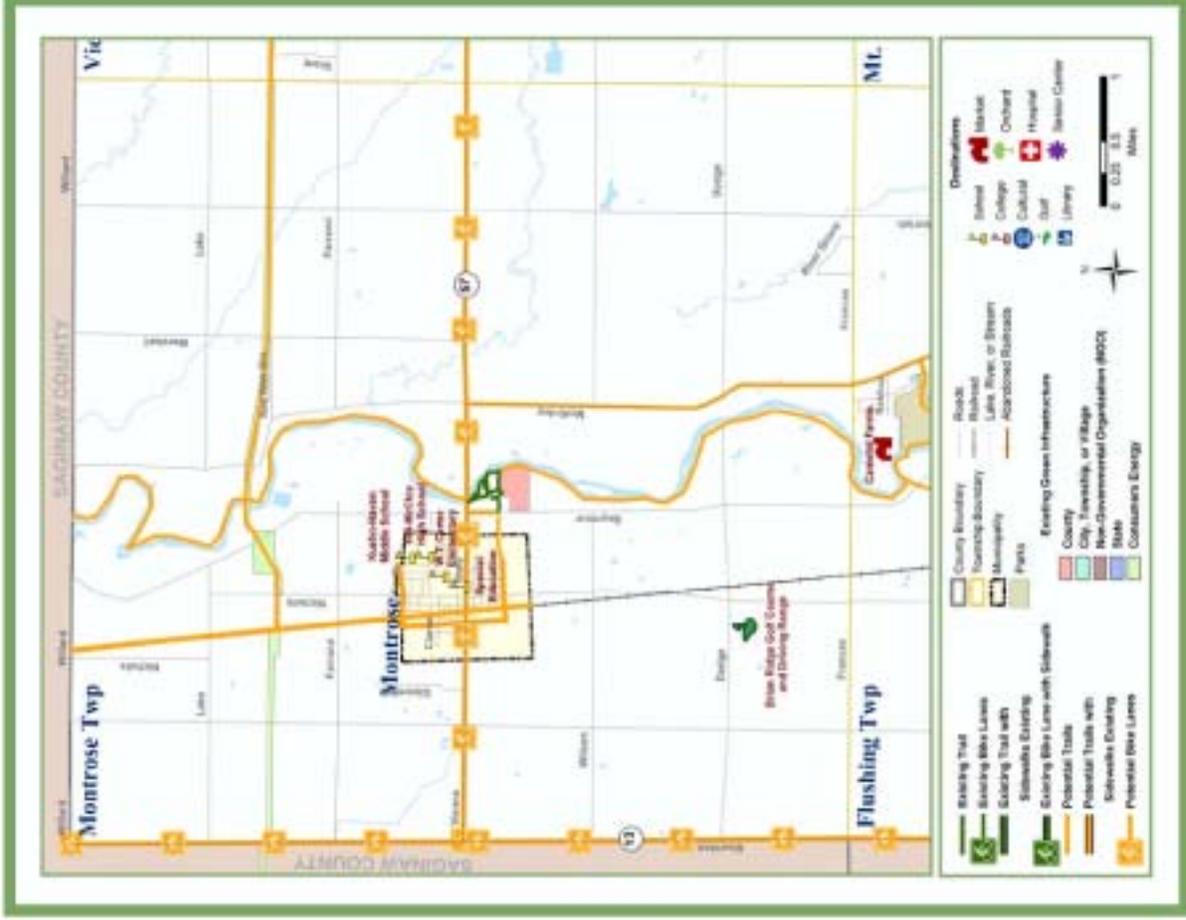
Copies of the notification advertisements, the public hearing minutes, the resolution, and the transmittal letters are included in Appendix C.

**Appendix A**  
Excerpts from:  
Genesee County Regional Trail Plan

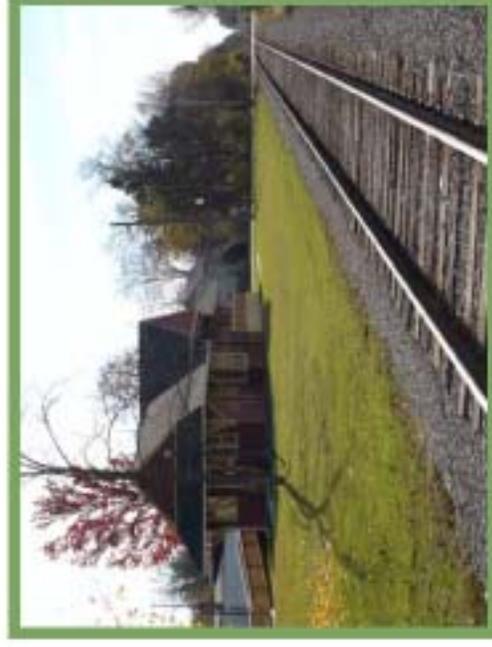


# Montrose Township & City of Montrose

## Preferred Corridors



Montrose Township Community Park



Montrose Historic Train Depot

#### Regional Corridors

M-57 (Vienna Road) through the City of Montrose and Montrose Township has been identified as a potential bike lane, extending into Vienna Township and eventually to Otisville. The M-57 bike lane would also connect to a proposed bike lane on M-13, which has been identified as a potential bike lane from Saginaw County to Miller Road/Lansing Hwy.

McKinley Road south of M-57 has been identified as a connection to the City of Flushing. Another potential trail route could be along the Flint River connecting to Saginaw County and Flushing Township.

North of the City of Montrose is a Consumer's Energy corridor that could be utilized as a potential trail connection from the Montrose area to the Clio area connecting into the Trolley Line Trail just north of the City of Clio.

Montrose has also identified the railroad line as a potential trail. Although the railroad is still active, there are relatively few trains that use this stretch of tracks. The potential exists to build a trail along the corridor and to have a rail-with-trail extending into Saginaw County.

#### Local Connectors

Montrose Township Community Park has an existing trail that loops around the soccer fields and along the Flint River. This trail could be connected to the proposed pathway along the Flint River or McKinley Road and link up with the M-57 bike lane.

In the City of Montrose a pathway looping around the city has been identified that connects the downtown area with the school complex. The northern boundary of the City of Montrose (North Street) will be part of the proposed path and will connect to the railroad line, heading south adjacent to the railroad line to connect to the existing township park and pedestrian pathway. This link will also connect to the potential M-57 bike lane.

#### Trailheads

A potential trailhead has been identified in the City of Montrose at the historic train depot site, located at the corner of M-57 (Vienna Road) and the railroad. The historic train depot has 12 parking places and will have restroom facilities in the future.

Trailhead locations and amenities may need to be identified for the potential trail on M-57 (Vienna Road), and for the potential trail following the Flint River to Saginaw County.

**Appendix B**  
Community Input Flyer

# Montrose Charter Township & City of Montrose

## Recreation Plan OPEN HOUSE

May 17

4:00 - 6:00 p.m.  
Montrose High School  
Cafeteria

### We need your input!

The City of Montrose and Montrose Township are developing Recreation Plans to guide us for the next 5 years and beyond. We would like to hear from our residents and key stakeholders to get your ideas about park facilities and recreational programs in Montrose.

Please to stop in at your convenience for 5-10 minutes to talk with the recreation leaders in your community.

### We want to hear from you!



**Appendix C**

Notification advertisements

Public hearing minutes

Resolution of adoption

Transmittal letters

State of Michigan }  
County of Saginaw } SS.

# Affidavit of Publication

Lorraine DeHues

being duly sworn, deposes and says (He/She) is an  
Employee of the Tri-County Citizen

a public newspaper published in the Township of  
Chesaning in said county; that the annexed printed notice  
was duly printed and published for 1 successive  
weeks in said paper at least once in each week

commencing on the 2nd day of September  
20 07, and ending on the 2nd day of  
September, 20 07.

*Lorraine DeHues*

Lorraine DeHues

Sworn to and subscribed before me this 26th day of  
October, 20 07.

*Heidi A. Russell*

Notary Public, Acting in Saginaw County, Michigan

HEIDI A. RUSSELL  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF SAGINAW  
MY COMMISSION EXPIRES Dec 28, 2011  
ACTING IN COUNTY OF

My Commission Expires: \_\_\_\_\_

*Saginaw*

## NOTICE OF REVIEW

### City of Montrose and Montrose Charter Township Parks & Recreation Plans

The City of Montrose and Montrose Charter Township have each prepared a Draft Five Year Parks & Recreation Master Plan. The plans evaluate recreation opportunities, review public opinion regarding parks and recreation and propose a five-year schedule of improvements and other related items that the City and Township wish to pursue. Copies of each Draft Plan will be available for review at the following locations:

City of Montrose Offices Building 141 Parkway Drive Montrose, MI 48457 www.cityofmontrose.net	Montrose Charter Township Hall 139 South Saginaw Street Montrose, MI 48457 www.montrosetownship.org
--	--

Montrose/Jennings Memorial Library 241 Feher Drive Montrose, MI 48457	Montrose Senior Center 200 Alfred Street Montrose, MI 48457
---	---

If you are interested in reviewing or submitting comments regarding the Draft Plans, please send written comments to the addresses below by the 5<sup>th</sup> of October 2007.

For more information, also, contact:

Frank L. Crosby, City Manager City of Montrose P.O. Box 348 141 Parkway Drive Montrose, MI 48457 Phone: 810-639-6168 Fax: 810-639-6125	Mark Emmendorfer Montrose Charter Township P.O. Box 3128 139 South Saginaw Street Montrose, MI 48457 Phone: 810-639-2021, ext. 3 Fax: 810-639-3207
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State of Michigan }  
County of Saginaw } SS.

# Affidavit of Publication

Lorraine DeHues

being duly sworn, deposes and says (He/She) is an  
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a public newspaper published in the Township of  
Chesaning in said county; that the annexed printed notice

was duly printed and published for 1 successive  
weeks in said paper at least once in each week

commencing on the 30th day of September,  
20 07, and ending on the 30th day of

September, 20 07.

Lorraine DeHues

Lorraine DeHues

Sworn to and subscribed before me this 1st day of  
October, 20 07.

Heidi A. Russell

Notary Public, Acting in Saginaw County, Michigan

HEIDI A. RUSSELL  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF SAGINAW  
MY COMMISSION EXPIRES Dec 29, 2011  
ACTING IN COUNTY OF

Saginaw

My Commission Expires: \_\_\_\_\_

## NOTICE

### NOTICE OF PUBLIC HEARING FOR THE CITY OF MONTROSE

On Tuesday, October 9, 2007, at 7:00 P.M. at the City Offices Building the City of Montrose City Council will host a public hearing on the proposed City of Montrose Five Year Parks & Recreation Plan. The plan evaluates existing recreation opportunities; reviews public opinion regarding recreation; and proposes a five-year schedule of improvements and other related items that the City wishes to pursue. Copies of the draft plan are available at the following locations for review:

City of Montrose Offices Building 141 Parkway Drive Montrose, MI 48457 <a href="http://www.cityofmontrose.net">www.cityofmontrose.net</a>	Montrose Charter Township Hall 139 South Saginaw Street Montrose, MI 48457 <a href="http://www.montroselibrary.org">www.montroselibrary.org</a>
--	--

Montrose/Jennings Memorial Library 241 Feher Drive Montrose, MI 48457	Montrose Senior Center 200 Alfred Street Montrose, MI 48457
---	---

If you are interested, please attend the public hearing at the meeting, or send written comments regarding the plan in advance of the public hearing, but no later than October 5, 2007 to the address listed below.

For more information, please contact:

**Frank Crosby, City Manager**  
City of Montrose  
141 Parkway Drive  
P.O. Box 348  
Montrose, MI 48457  
(810) 639-6168  
(810) 639-6125 FAX  
9/30

**MONTROSE CITY COUNCIL REGULAR MEETING MINUTES**  
**August 28, 2007**

\*Members commended the D.D.A. for their continual involvement and trying to move forward with a plan and commended staff for assisting the D.D.A. with getting their records in order to help the D.D.A thrive.

- **MOTION** by Parks **SECOND** by Landes to place on file the proposed D.D.A. Development/Tax Increment Financing Plan. All Ayes. Motion Carried.

***4. PRESENTATION OF PROPOSED DRAFT PARKS AND RECREATION MASTER PLAN AND SETTING PUBLIC NOTICE OF REVIEW PERIOD***

\*Crosby reminded members that adoption of a Parks and Recreation Master Plan would allow the City opportunities to submit for future grants from the Michigan Department of Natural Resources and or the Michigan Department of Transportation. The next step is to hold a 30-day review period then set a public hearing date, prior to adoption. Crosby also informed members that the City and Charter Township of Montrose will split the cost for publication of the notice of review.

\*DeForke asked if there should be a contract between the City and Charter Township of Montrose to show the responsibility of each entity's cost for creation of the plan.

\*Stout and Crosby explained that Spicer Group bills each municipality individually and a contract is not necessary.

- **MOTION** by Gross **SECOND** by Parks to receive and place on file the proposed draft Parks and Recreation Master Plan and set the 30-day review period beginning September 2, 2007 and ending October 5, 2007. All Ayes. Motion Carried.

***5. INFORMATION RE: PROPOSED DOWNTOWN BUILDINGS FAÇADE IMPROVEMENTS PROJECT AND ARCHITECTURAL SERVICES REQUEST-FOR-PROPOSALS BY DDA***

\*Crosby gave an overview of the status for the request for proposals (RFP's) explaining that he would like to see City Council in agreement with the D.D.A.'s assessment of the improvements project. Crosby mentioned that the Montrose State Bank is currently being sold and spoke of the bank originally wanting the City to appropriate credit behind the plan which needs Council approval. Crosby requested direction on what to include in the "Scope of Work" portion of the RFP's and commented that the City does not have industrial sites.

\*Gross explained that the D.D.A. is looking at the older buildings including incorporating the Depot with the reasoning of trying to come up with a compromise that would fit the businesses needs and not just the D.D.A. District. However, if the City were to include the whole block east and the whole block west of M-57, including the entire portion of the City limits going north and south on M-57, the D.D.A. may not be able to afford it. Discussion ensued on what boundaries north and south on M-57 should be incorporated and what boundaries east and west should be incorporated for the façade improvement project. Discussion ensued.

- **MOTION** by Gross **SECOND** by Landes to approve and present to the D.D.A., the draft building façade request for proposal and to include the businesses located within the D.D.A. District from Saginaw St. to Genesee St., and one (1) block east towards Hickory St., one (1) block west towards Washington St. All Ayes. Motion Carried.

***6. CAPITAL IMPROVEMENT PROJECTS REPORT UPDATE***

**MONTROSE CITY COUNCIL REGULAR MEETING MINUTES**  
**September 25, 2007**

\*Persall noted that Hank Graff Chevrolet of Davison stated that they would come and pick the vehicle up themselves for any type of repair needed, therefore eliminating the City's cost of manpower, gas and time missed.

- **MOTION** by Parks **SECOND** by Powell to adopt by resolution, the bid award for purchase of a new DPW Pickup Truck to Hank Graff Chevrolet of Davison in the amount of twenty six thousand six hundred fifty dollars and no cents (\$26,650.00). Roll Call Vote: DeForke – Aye, LaMay – Aye, Gross – Aye, Landes – Aye, Parks – Aye, Powell – Aye, and Mayor Dunklee – Aye. All Ayes. Motion Carried.

*5. SET OCTOBER 9<sup>TH</sup> PUBLIC HEARING FOR CITY FIVE YEAR PARKS AND RECREATION PLAN*

\*Crosby asked for confirmation on setting a public hearing date.

- **MOTION** by Gross **SECOND** by DeForke to set the public hearing date for the City's Five (5) Year Parks and Recreation Plan on October 9, 2007. All Ayes. Motion Carried.

*6. DISCUSSION OF COUNCIL RULES OF PROCEDURE & CONSIDERATION OF CHANGES*

\*Crosby recommended deferment because of time constraints.

- **MOTION** by Parks **SECOND** by Landes to defer discussion of Council rules and procedure and consideration of changes. All Ayes. Motion Carried.

*7. 10.83 % WATER RATE INCREASE*

\*Crosby relayed that effective August 1<sup>st</sup>, the commodity charge rate for water purchased through the Genesee County Drain Commissioner's Office from the City of Detroit increased by 10.83%, from \$1.764 per 1000 Cubic Feet to \$1.955. Because of the billing cycle system the City only received the August invoice September 17<sup>th</sup> and we were actually expecting a reported 16% spike. Of course it looks from the correspondence received from the City of Detroit that more increases remain in store for the City of Montrose as customers of that system.

\*Gross asked if the City has the capability of implementing a stand alone water supply system.

\*Persall replied that MDEQ requirements make it impossible for the City to ever seriously consider a stand alone water supply system in the future due to implementing rigid standard regulations prohibiting communities like Montrose from conforming to quality specifications because of the acceptable healthy drinking water natural arsenic levels have been established so very low on a parts per billion or zillion basis. Discussion ensued.

\*Dunklee commented that between 1985 and 1989, there were two (2) companies that completed a survey showing that the Montrose community could supply water for 15 to 20 years.

\*Gross requested for exploration purposes, information on what other small communities are doing, if they have a water tower or wells and the cost involved with the daily operations.

\*Crosby also reported that with the recent purchase of the software from Michigan Rural Water Association, staff should be able to conduct a rate study in the near future. Informational only.

**MONTROSE CITY COUNCIL REGULAR MEETING MINUTES**  
**October 9, 2007**

\*Mayor Dunklee asked Chief Ellis to give his police report at this time due to time constraints.

\*Ellis reported out loud the statistics for the month of September, gave an overview of the last F.A.N.G. (Flint Area Narcotics Group) meeting reporting that nearly eight million dollars of drugs have been taken off of the streets in Genesee County as of today's date and gave an update from the Montrose Community School's not utilizing a liaison officer. Ellis also relayed that the school changed the Homecoming Parade route, therefore, alleviating the use of M-57. The City will no longer need to submit road closures to M.D.O.T. for the Homecoming Parade.

\*Chief Ellis left the meeting at 7:36 p.m.

**CITIZEN OF THE MONTH**

*1. THE MONTH OF OCTOBER 2007, MARK GIFFORD*

\*Mayor Dunklee reported that Mr. Gifford was unable to attend and asked if Council could present the award at next month's City Council meeting.

*2. CHOOSE A CITIZEN OF THE MONTH FOR THE MONTH OF NOVEMBER 2007*

\*There was no citizen chosen for the month of November. Council will be presenting October's Citizen of the Month Award to Mr. Gifford at the November City Council meeting.

**PUBLIC HEARING ON ORDINANCES UNDER CONSIDERATION**

*1. PUBLIC HEARING ON PROPOSED DRAFT FIVE-YEAR, 2008-2012 PARKS AND RECREATION MASTER PLAN*

\*Mayor Dunklee opened the public hearing at 7:39 p.m.

\*Crosby reported that copies of the plan were available at the library, the community center, the Montrose Township Hall and the Montrose City Office. A notice was also published in the newspaper. Unfortunately the City did not receive comments and or ideas from the public.

\*Ms. Sielski – 216 Elizabeth St., asked what the plan is and how much the plan costs.

\*Stout gave an overview of the Parks and Recreation Master Plan, explaining that the City must have a plan in place in order to obtain future grants. In regards to the Plan itself, a priority list will need to be created and will be discussed at tonight's meeting.

\*Sielski replied that she does not believe the City should spend money that they do not have due to the economy.

\*There were no further questions and or discussion.

\*Mayor Dunklee closed the public hearing at 7:43 p.m. and brought the regular meeting back to order.

**APPROVAL OF COUNCIL MINUTES**

*1. 08/28/07 REGULAR MEETING MINUTES*

- **MOTION** by Landes **SECOND** by DeForke to approve the 08/28/07 meeting minutes as presented. All Ayes. Motion Carried.

**MONTROSE CITY COUNCIL REGULAR MEETING MINUTES**  
**October 9, 2007**

Project. Roll Call Vote: DeForke – Aye, Landes – Aye, LaMay – Aye, Powell – Aye, Gross – Aye, and Mayor Dunklee – Aye. All Ayes. Motion Carried.

*5. CONTRACT MODIFICATION/CHANGE ORDER # 2 FOR MAPLE ST. RECONSTRUCTION PROJECT*

\*Schroeder said that contract modification No. 1 added storm sewer to the project due to staffing issues with the City's DPW and contract modification No. 2 changed the completion date from July 31<sup>st</sup> to August 31<sup>st</sup> which was discussed at the pre-construction meeting and Murray Underground met that completion date. Informational only, no action taken.

*6. RESOLUTION RE: CONTRACT MODIFICATION/CHANGE ORDER # 3 FOR MAPLE ST. RECONSTRUCTION PROJECT*

\*Schroeder reported that due to various field changes incurred as part of the Maple St. Project and after Wade Trim's staff did a balancing of the quantities, increasing quantities where the project went over and decreasing quantities where the project came under, there was a net decrease in the amount of eight thousand one hundred eighty-one dollars (\$8,181.00) for the project. The beginning contract balance was \$190,512.00 and if you add the \$8,880.00 for storm sewer (contract modification No. 1) and decrease -\$8,181.00 (proposed contract modification No. 3), the project ended up being only \$699.00 over budget. Schroeder noted that there are two (2) items on the punch list and once the final paperwork submitted, the final wavers are obtained, and the contractor receives consent from their surety company in order to release the bond, the \$9,525.60 retention can be released (see worksheet attached with resolution).

- **MOTION** by DeForke **SECOND** by Powell to adopt by resolution, contract modification/change order No. 3 for Maple St. Reconstruction Project in the amount of eight thousand one hundred eighty-one dollars and no cents (\$8,181.00). Roll Call Vote: Gross – Aye, Powell – Aye, LaMay – Aye, DeForke – Aye, Landes – Aye, and Mayor Dunklee – Aye. All Ayes. Motion Carried.

*7. CITY COUNCIL ESTABLISHMENT OF ACTION PLAN PRIORITIES FOR FIVE YEAR. 2008-2012, PARKS AND RECREATION MASTER PLAN*

\*Crosby handed out a worksheet to assist Council with making an action plan. The list contained the following items; remove and replace outdated equipment, multi-use path system, Depot improvements, add parking at parks, acquire additional park land, update parks landscaping, improve park accessibility, add restrooms at Blueberry Park, and other item(s). Crosby noted that Council held the public hearing which was crucial and asked if Council would like more time to deliberate.

- **MOTION** by DeForke **SECOND** by Landes to defer City Council establishment of action plan priorities for five (5) year, 2008-2012 Parks and Recreation Master until next month's City Council meeting. All Ayes. Motion Carried.

**MONTROSE CITY COUNCIL REGULAR MEETING MINUTES**  
**October 9, 2007**

*8. RESOLUTION RE: ADOPTION OF FIVE YEAR, 2008-2012, PARKS AND RECREATION MASTER PLAN*

- **MOTION** by DeForke **SECOND** by Landes to defer adoption of the five (5) year, 2008-2012 Parks and Recreation Master until next month's City Council meeting. All Ayes. Motion Carried.

*9. RESOLUTION RE: INTER-JURISDICTIONAL AGREEMENT SEWER USE ORDINANCE COMPLIANCE WITH GENESEE COUNTY DRAIN COMMISSIONERS' OFFICE, WATER AND WASTE SERVICES DIVISION*

\*Stout relayed that there are other communities who are having reservations about adopting the sewer use ordinance because of conflicting verbiage. If Council were to adopt the resolution tonight approving the agreement, then the City would have 90 days to adopt by reference the sewer ordinance. Stout recommended deferment at this time.

- **MOTION** by Landes **SECOND** by DeForke to defer adoption of the resolution re: Inter-jurisdictional agreement sewer use ordinance compliance with Genesee County Drain commissioner's Office, Water/Waste Services Division. All Ayes. Motion Carried.

*10. DDA BOARD PROGRESS REPORT RE: PROPOSED BUILDING FAÇADE IMPROVEMENTS PROGRAM DRAFT REQUEST-FOR-PROPOSALS*

\*Crosby informed Council of the recent progress reporting that the D.D.A. approved the requests for proposals and Rob Eggers is assisting the City Manager with obtaining a list of qualified architects to solicit proposals to. Crosby commented that he recommends publishing the proposals in the Flint Journal as well. No action taken, informational only.

*11. REGIONAL INSPECTION LLC NOTIFICATION FOR PERFORMING CODE ENFORCEMENT ACTION BUT NO LONGER WRITING AND ISSUING TICKETS*

\*Crosby reported that Regional Inspection will continue to perform code enforcement action of site inspections; writing notices; creating the court record and testifying for the City in court, however, due to ever changing law and varying requirements, Regional Inspection would prefer to have the local police personnel who are knowledgeable of our courts requirements, write and serve the tickets. Crosby continued by saying that he met with Chief Ellis and Otis Stout prior to tonight's meeting, and Chief Ellis does not believe he has the staff to perform this task. Crosby added that there is no recommendation at this time.

\*Stout relayed that other communities observe this process and Regional Inspection is willing to show the officers how to write the tickets, how to complete the warrant sheet, leave samples of property maintenance and code violations and give explicit written directions for the process, however, the City should look into other alternatives for a building department. Discussion ensued.

\*Gross left the meeting at 8:53 p.m.

\*Landes spoke of a past committee consisting of himself, Dale Bowen, and Gene Powell that would drive around the community creating a violation list, which they would then submit to the police department whom would issue the ticket. Landes asked why the police department cannot continue this practice. Further discussion ensued.

**MONTROSE CITY COUNCIL REGULAR MEETING MINUTES**  
**October 23, 2007**

*DPW DIRECTOR*

\*Director Persall reported the top course of asphalt paving on Park Street is tentatively scheduled for later this week. A walk through inspection punch list will be conducted prior to requesting final payment to the contractor, Washtenaw, Inc., with corrective actions required on many remaining items and damages, both on private property and the City right-of-way. Council voiced objections, disappointment and complaints about both the project contractor and project engineer on the Park Street improvement project.

\*Mrs. Sielski, upon asking, was informed that Park Street property owners would be permitted to install their own sidewalks by obtaining permits from the DPW Director within the next couple of years.

*CITY ATTORNEY*

\*City Attorney Otis Stout reported that an emergency ordinance relinquishing temporary authority for issuance of construction code permits would be discussed under new business.

\*Also, Council was reminded by Stout that the Robbin St. James grievance arbitration hearing is scheduled for Friday, November 30<sup>th</sup> in Council chambers at the City Offices Building starting at 9:00 a.m.

**UNFINISHED BUSINESS**

*1. ESTABLISHMENT OF ACTION ITEM PRIORITIES FOR FIVE YEAR, 2008-2012, PARKS AND RECREATION MASTER PLAN*

\*Upon deliberation and discussion, City Council achieved a consensus of the following action item priorities for the 2008-2012 Parks and Recreation Master Plan:

- 1) Multi-use path system
- 2) Remove and replace outdated and/or unsafe equipment at parks
- 3) Improvements at the Depot
- 4) Add restroom facilities to Blueberry Park
- 5) Improve accessibility at City/Lions Park and Blueberry Park
- 6) Update landscaping at the parks
- 7) Add parking for both parks
- 8) Acquire additional park land

*2. RESOLUTION RE: ADOPTION OF FIVE YEAR, 2008-2012, PARKS AND RECREATION MASTER PLAN*

- **MOTION** by DeForke **SECOND** by Parks to adopt by resolution the Five Year, 2008-2012, Parks and Recreation Master Plan as presented. Roll Call Vote: Powell – Aye, DeForke – Aye, Gross – Aye, Landes – Aye, LaMay – Aye, and Parks – Aye. All ayes. Motion carried.

*3. DIRECTION RE: INTER-JURISDICTIONAL AGREEMENT AND SEWER USE ORDINANCE COMPLIANCE WITH GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE, WATER AND WASTE SERVICES DIVISION*

**RESOLUTION NO. 07-53  
ADOPTION OF FIVE YEAR (2008-2012)  
PARKS AND RECREATION MASTER PLAN**

At a regular meeting of the City Council of the City of Montrose, County of Genesee, State of Michigan, held at the City of Montrose Offices Building, 141 Parkway Drive, Montrose, Michigan, on the 23<sup>rd</sup> day of October 2007 at 7:00 o'clock P.M.,

**PRESENT MEMBERS:** Norville Landes, Deborah Gross, Frank DeForke, Gene Powell, Scott Parks and Candy LaMay

**ABSENT MEMBERS:** Mayor Eldon L. Dunklee

the following resolution was **moved** by Council Member Frank DeForke and **seconded** by Council Member Scott Parks to adopt the following:

**WHEREAS**, the City of Montrose has undertaken a Five Year Parks and Recreation Master 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 2008 and 2012; and

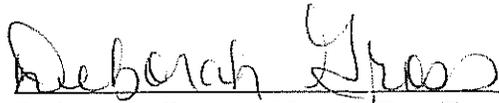
**WHEREAS**, this Five Year Parks and Recreation was developed in conjunction with the Montrose Charter Township Five Year Parks and Recreation Master Plan; and

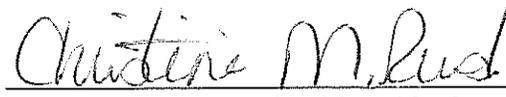
**WHEREAS**, whereas a public hearing was held by the City of Montrose City Council, at its regular meeting on Tuesday, October 9, 2007 at the City of Montrose Offices Building to provide an opportunity for citizens to express opinions, ask questions and discuss all aspects of the Recreation Plan.

**THE CITY COUNCIL OF THE CITY OF MONTROSE, COUNTY OF GENESEE, STATE OF MICHIGAN, HEREBY RESOLVES TO:** adopt the 2008-2012 City of Montrose Parks and Recreation Master Plan as a guideline for improving recreation for the residents of the community.

**ADOPTED; AYES:** Gene Powell, Frank DeForke, Deborah Gross, Norville Landes, Candy LaMay, and Scott Parks

**NAYS:** None

  
\_\_\_\_\_  
Deborah Gross, Mayor Pro-Tem

  
\_\_\_\_\_  
Christina M. Rush, City Clerk

**Resolution No. 07-53**

STATE OF MICHIGAN            )

                                  Ss:    )

COUNTY OF GENESEE            )

I, the undersigned, the duly qualified and acting Clerk for the City of Montrose, Genesee County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City of Montrose, at a regular meeting of the City of Montrose Council on the 23<sup>rd</sup> day of October, 2007.

  
\_\_\_\_\_  
Christina M. Rush, City Clerk

**OFFICE LOCATIONS**

SAGINAW, MI  
ST. JOHNS, MI  
CARO, MI  
DETROIT, MI  
TEMPE, AZ



ENGINEERS • SURVEYORS • PLANNERS

**SAGINAW**  
230 S. WASHINGTON AVE.  
P.O. BOX 1689  
SAGINAW, MI 48605  
(989) 754-4717 (800) 833-0062  
FAX: (989) 754-4440

December 17, 2007

GIS Region V Planning and  
Development Commission  
1101 Beach Street, Room 223  
Flint, MI 48502-1470

RE: Parks & Recreation Master Plan  
City of Montrose

To Whom It May Concern:

Please find enclosed the recently adopted five-year Parks & Recreation Master Plan for the City of Montrose. If you have any questions regarding the plan feel free to contact me. Thank you.

Sincerely,

SPICER GROUP, INC.

A handwritten signature in black ink, appearing to read "Tanya M. Moore", is written over a circular stamp or seal.

Tanya M. Moore, RLA, ASLA  
Project Planner

Q:\proj\2006\11354\_06-Montrose\_CtyRP\Corresp\montrose\_rec\_transltr.doc

**Principals:** Donald R. Scherzer, Dale K. Deibel, P.E., James J. Cook, Robert R. Eggers, AICP, Ronald B. Hansen, P.E., P.S., Mark A. Latsch, P.E., Shawn P. Middleton, P.E., Larry J. Protasiewicz, P.E., Jeffrey E. Wood, P.S., Wayne A. Zolnierak, P.E.,  
**Senior Associates:** Marshall A. Bilodeau, Darrick W. Huff, P.E., Jean M. Inman, P.E., Timothy A. Inman, P.E., P.S., John E. Olson, P.E.  
**Associates:** Eric S. Barden, P.S., Russell A. Beaubien, P.E., Peter N. Chapman, P.E., Michael W. Colpetzer, P.E., Roger P. Mahoney, P.S., Charles W. McDonald, Cory L. Wale, P.E.



## 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.

PLAN INFORMATION		
Name of Plan: City of Montrose Parks & Recreation Master Plan 2008-2012		
List the community names (including school districts) covered by the plan	County	Month and year plan adopted by the community's governing body
Montrose City Council	Genesee	10-23-07

PLAN CONTENT
<p><b>INSTRUCTIONS:</b> Please check <u>each</u> box to certify that the listed information is included in the <u>final</u> plan.</p> <p><input checked="" type="checkbox"/> <b>1. COMMUNITY DESCRIPTION</b></p> <p><input checked="" type="checkbox"/> <b>2. ADMINISTRATIVE STRUCTURE</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Roles of Commission(s) or Advisory Board(s)</li> <li><input checked="" type="checkbox"/> Department, Authority and/or Staff Description and Organizational Chart</li> <li><input checked="" type="checkbox"/> Annual and Projected Budgets for Operations, Maintenance, Capital Improvements and Recreation</li> <li><input checked="" type="checkbox"/> Programming</li> <li><input checked="" type="checkbox"/> Current Funding Sources</li> <li><input checked="" type="checkbox"/> Role of Volunteers</li> <li><input checked="" type="checkbox"/> Relationship(s) with School Districts, Other Public Agencies or Private Organizations</li> </ul> <p style="margin-left: 40px;"><b>Regional Authorities or Trailway Commissions Only</b></p> <ul style="list-style-type: none"> <li>Description of the Relationship between the Authority or Commission and the Recreation Departments of</li> <li><input type="checkbox"/> Participating Communities</li> <li><input type="checkbox"/> Articles of Incorporation</li> </ul> <p><input checked="" type="checkbox"/> <b>3. RECREATION INVENTORY</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Description of Methods Used to Conduct the Inventory</li> <li><input checked="" type="checkbox"/> Inventory of all Community Owned Parks and Recreation Facilities</li> <li><input checked="" type="checkbox"/> Location Maps (site development plans recommended but not required)</li> <li><input checked="" type="checkbox"/> Accessibility Assessment</li> <li><input checked="" type="checkbox"/> Status Report for all Grant-Assisted Parks and Recreation Facilities</li> </ul> <p><input type="checkbox"/> <b>4. RESOURCE INVENTORY (OPTIONAL)</b></p> <p><input checked="" type="checkbox"/> <b>5. DESCRIPTION OF THE PLANNING PROCESS</b></p>

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 September 2, 2007

Type of Notice Newspaper - Tri-County Citizen

Plan Location City Office, Township Hall, Montrose Library, and Senior Center

Duration of Draft Plan Public Review Period (Must be at Least 30 Days) 38 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 September 30, 2007

Name of Newspaper Tri-County Citizen

Date of Meeting October 9, 2007

Copy of the Minutes from the Public Meeting

7. GOALS AND OBJECTIVES

8. ACTION PROGRAM

**PLAN 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.

1. Official resolution of adoption by the governing body dated: 10-23-07

2. Official resolution of the N/A 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: 12-17-07

4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: 12-17-07

**OVERALL CERTIFICATION**

**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*

City of Montrose

(Local Unit of Government)

*includes the required content, as indicated*

*above and as set forth by the DNR.*

*Frank L. Crosby*  
Authorized Official for the Local Unit of Government

12/14/2007  
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