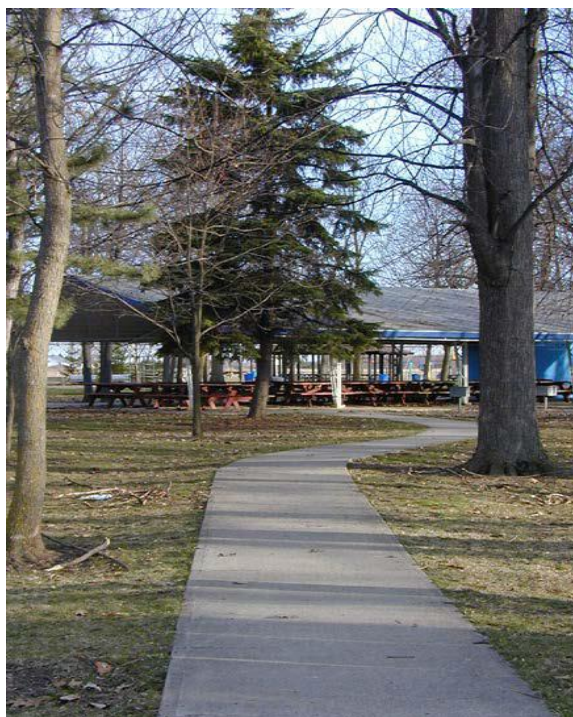




# RICHLAND TOWNSHIP RECREATION PLAN 2017-2022



The Richland Township Recreation Plan was prepared in 2017 by the Richland Township Park Board, Hemlock, Saginaw County, Michigan.

It was adopted on August 7, 2017, by the Park Board, The Richland Township Board approved of the Plan by resolution on September 12, 2017.

**Richland Township Park Board**

Mark Hingston, Chairperson  
Lisa Smith-Hagarty, Treasurer  
Virginia Lisik, Secretary  
Carol Conger  
Greg Mallek  
Charles Koons  
Matthew Lockwood

**Richland Township Board**

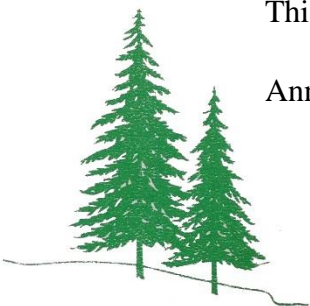
Brian Frederick, Supervisor  
David Earley, Treasurer  
Renee Herlold, Clerk  
Susan Neuenfeldt, Trustee  
David Knoll, Trustee

**Richland Township Manager**

Annamarie Reno

This plan was prepared by:

Annamarie Reno, Richland Township Manager



# Table of Contents

I.	Community Description.....	1
II.	Administrative Structure.....	2
III.	Recreation Resource Inventories.....	5
IV.	Public Input Process.....	15
V.	Goals & Objectives.....	18
VI.	Action Program.....	21
VII.	Adoption.....	25
	Appendix A.....	26
	Appendix B.....	31
	Appendix C.....	34
	Appendix D.....	41
	Appendix E .....	44

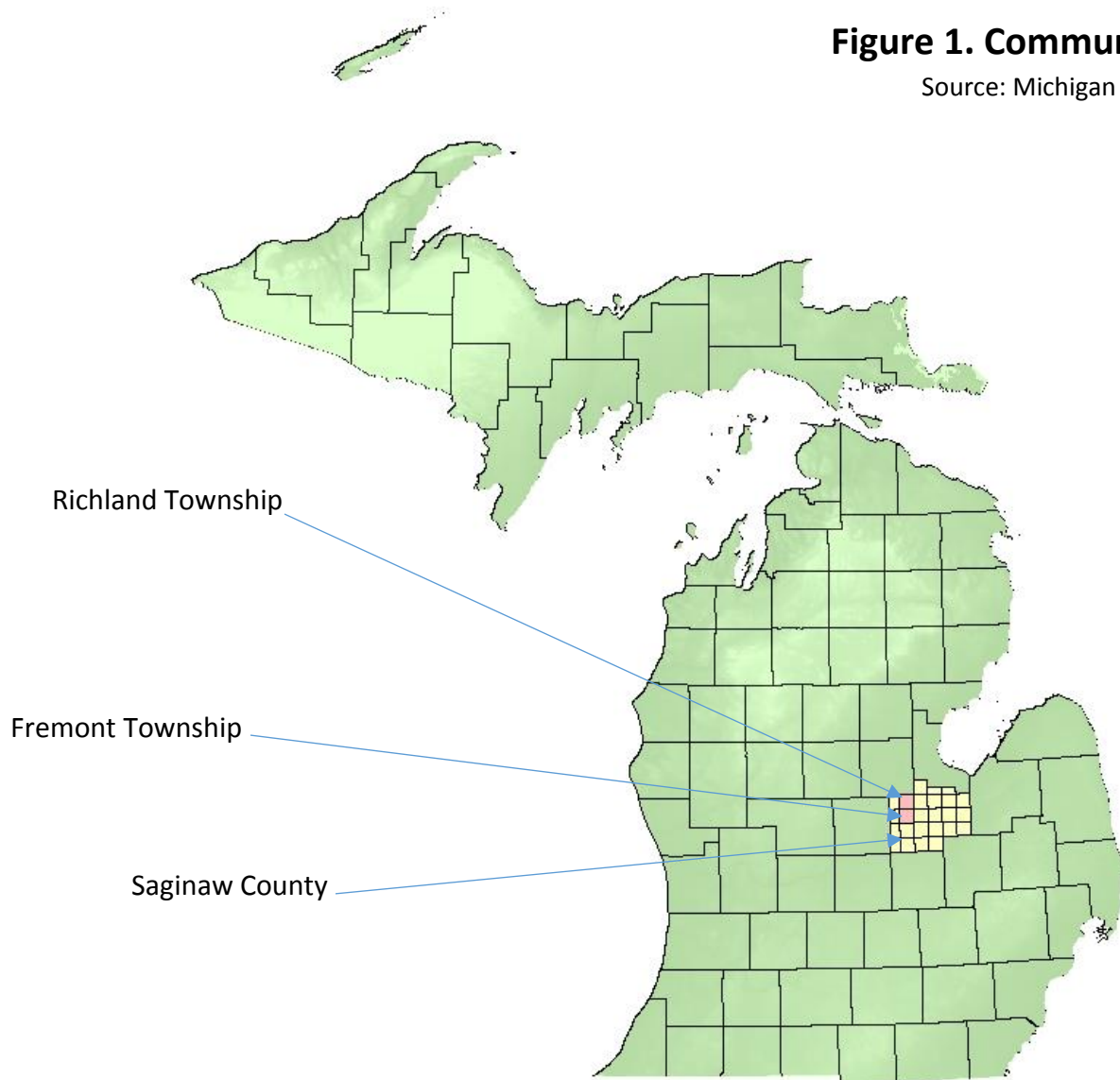


# I. Community Description

Richland Township is in northwestern Saginaw County in mid-Michigan. It is a largely rural community centered around the unincorporated community of Hemlock. At approximately 36 square miles in size, it is a typical Michigan township. Hemlock is located along M-46, a major thoroughfare that carries most of the traffic from west to east through the Township. Fremont Township is located directly south of Richland Township. It has no recreation facilities or programming; therefore, its residents rely upon Richland Township for park and recreation services. The recreation plan was developed by the Richland Township Park Board. It focuses on all aspects of recreation for both Richland Township and Fremont Township residents. Based on the 2010 census, the population of Fremont Township was 2,096 and the population for Richland Township was 4,144, for a combined population of 6,240.

**Figure 1. Community Map**

Source: Michigan Geographical Library



## II. ADMINISTRATIVE STRUCTURE

### Role of Commission/ Department, Authority and/or Staff Description and Organizational Chart.

The Richland Township Park Board was formed pursuant to the Township Park Act 157 of 1905. The Board consists of seven members who are directly elected by the voters of Richland Township. The Board members make policy decisions, hire and supervise employees and manage the Park Fund, all within the general policy framework of the Township. The Park Board hires a park Superintendent for the Richland Township Community Park and seasonal employees (usually 3 or 4) necessary to operate the park and run recreation programs.



### Programs and Activities

Richland Township and its Park are the hub for many recreational and community activities. The annual Hemlock Sawdust Days Festival in September is held in Richland Township Park, drawing approximately 2,000 people. The annual concert in the park draws approximately 500 people. The Farmer's Market operates every Thursday from mid-June through mid-November utilizing the red barn and attached large pavilion. Individuals from Hemlock and the surrounding communities patronize the Farmer's Market weekly bringing in hundreds of people. There is a special Farmer's Market Christmas event each December. The red barn and pavilions are also utilized for community events, the summer recreation program and they are rented for reunions, graduation parties, weddings, birthdays and business outings. The boy scouts will hold special classes at the park for their safety badges, where they bring in ambulance, fire rescue equipment, police vehicles and helicopters.



The Hemlock Summer Recreation Program is a joint program run by the Richland Township Park Board and the Hemlock School District. The six week program meets four days per week offering various programs such as bowling, tennis, amusement park visits, arts in the park and a community safety awareness day. In 2016, the overall attendance at different programs was roughly 150. The program is run by a part-time director and 4-8 part-time staff.



The Township operates several very successful youth programs, including softball, baseball and soccer. These sports are run through independent volunteer organizations and are vital to our community. The 2017 baseball/softball program had almost 400 youth playing, ranging from tee ball to age 14. The high school baseball and softball teams hold school tournaments at our fields.

We also have people from all over the area that come to use our disc golf course.

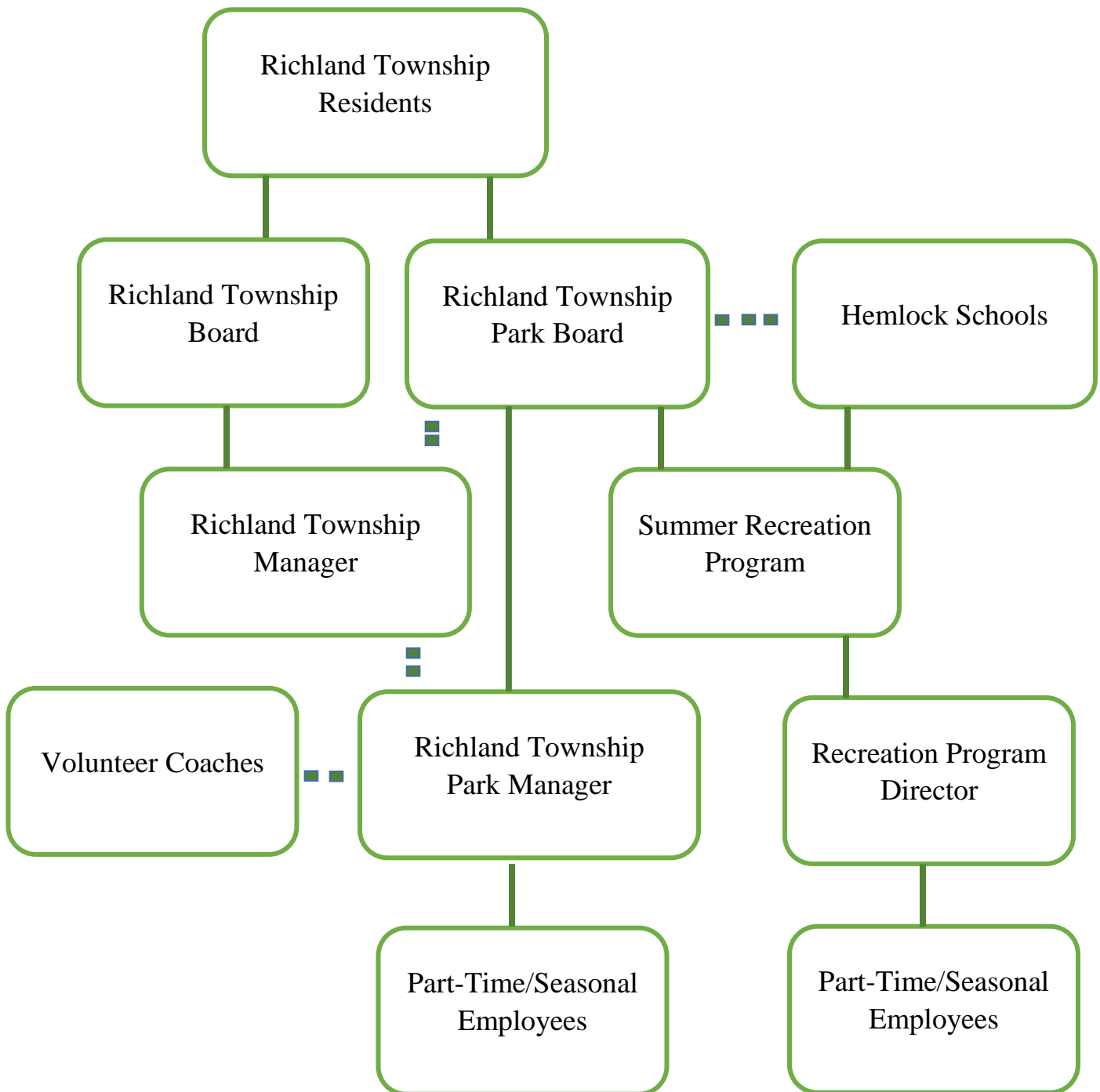
With several walking paths, you will find walkers from Hemlock and the surrounding townships walking and jogging at our park throughout the four seasons. We have recently added a shuffleboard court that can be used for tournaments. Our park has several horseshoe pits, a basketball and volleyball court that are used daily and an ice rink for winter enjoyment. With all the yearly activities our park hosts, there is always something for residents and visitors to do.

## **Funding and Budgets**

Parks and Recreation funding in Richland Township comes primarily from a one mill, voter-approved, Township-wide tax. The millage is in place until 2022, at which time it will be up for renewal. The millage is supplemented by recreation program registration fees, reservation fees, and donations provide for annual revenues of approximately \$137,969. These revenues provide funding for operations, maintenance, programs, and capital improvements. Budget worksheets for fiscal years 2016 - 2017 and 2017 - 2018 are provided in Appendix A. Neighboring Fremont Township (population 2,096), which has no parks of its own, makes an annual contribution to the Richland Township Parks as well.

The Township coordinates closely with Hemlock Public Schools regarding shared use of facilities and programs. The Community Education Director is an ex-officio participant of the Summer Recreation programs offered in the park and holds a college degree relevant to the position. The Township also works with two local parochial schools (St. Peter Lutheran School and St. Johns Lutheran School) to provide facilities for their recreational activities.

FIGURE 2. ORGANIZATIONAL CHART





### III. Recreational and Resource Inventories

Richland Township’s recreational facilities and programming are centered around its Community Park. It uses other township and school facilities for additional recreational space. A detailed inventory list of recreational facilities is given below. The inventory below was completed by Richland Township and the consultant by updating the inventory listed in their past recreation plan. Figure 3 on page 6 shows the location of the Parks in Richland Township.

#### Township Facilities

##### Richland Township Community Park

**Type:** Large Urban Park      **Size:** 33 acres

**Service Area:** Richland Township, Fremont Township, Hemlock School District and surrounding area

**Purpose/Use:** All-purpose Park that meets community-based recreational needs.

**Recreational Facilities:**

- |  |                            |
|--|----------------------------|
| * 5 ball diamonds (2 lighted)            | * 1 sand volleyball court  |
| * 1 half-court basketball court          | * 4 soccer fields          |
| * 3 Playgrounds                          | * picnic shelter pavilions |
| * Exercise pathway with fitness stations | * 80 picnic tables         |
| * 6 pairs of horseshoe pits              | * 13 grills                |
| * Shuffleboard                           | * Nature Trail             |
| * Disc Golf                              |                            |
| * Farmer’s Market                        |                            |

**Support Facilities:**

- \* Portable concession stand
- \* Storage Facilities
- \* Restrooms
- \* Paved/gravel Parking

**Accessibility:**

- \* 3 (most of the facilities/park areas meet accessibility guidelines)





## Grants Received:

- \* 11-804 (2011) Frisbee Golf, Shuffleboard Courts, Volleyball Court, Fitness Equipment, Paving of North Parking Lot.
- \* 26-180 (2006) Restroom Building, Pathways, Fitness Stations, Skate Park Equipment, Basketball Court.
- \* CM99-081 (1999) Picnic Shelter, Fence, 8 ft. wide Pathway; all in good to excellent condition.
- \* 26-001306 (1984) Restrooms, Parking, Play Equipment, Trail; satisfactory to good condition.
- \* 26-1224 (1981) Baseball Field, Horseshoe Pits, Fencing: all in satisfactory to excellent condition.
- \* 26-00833 (1976) Park Acquisition; developed and fully utilized. Facilities in satisfactory to excellent condition.

## Richland Township Governmental Center

**Type:** Community Park

**Size:** 8 Acres

**Service Area:** Richland Township, Fremont Township, Hemlock School District and surrounding area.

**Purpose/Use:** Open space and recreational use.

### Recreational Facilities:

- \* One (1) practice ball diamond
- \* Open space

### Support Facilities

- \* Paved Parking
- \* Office Space (within Township Administration Building)
- \* Public Meeting Room (within Township Administration Building)
- \* Restrooms (within Township Administration Building)

**Accessibility:** 4(entire park meets accessibility guidelines)



## Richland Township Ice Rink



**Type:** Other

**Size:** 1 acre

**Service Area:** Richland Township, Fremont Township, Hemlock School District

**Purpose/Use:** Outdoor Ice Skating

**Recreational Facilities:**

\* None

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





## Public School Facilities

### Hemlock High School

6 Tennis Courts  
Picnic Shelter with 6 tables  
Lighted Football Field & Track  
Gymnasium

### Hemlock Middle School

2 ball diamonds  
3 basketball goals  
1 soccer field

### Ling Elementary School

1 ball diamond  
Playground  
2 basketball goals  
2 soccer fields  
Multi-purpose gymnasium

### Hemlock Elementary School

Playground  
Multi-purpose gymnasium

## Comparison Standard

The recommended classification system for local Regional Open Space from the Michigan Department of Natural Resources (DNR) defines 5 types of parks that may be applicable to Richland Township.

A **Mini-Park** is less than one acre in size and less than ¼ 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. Their service area is generally ¼ to ½ mile. **Schools-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 a ½ 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 community parks. They focus on meeting community based recreation needs, as well as preserving unique landscapes and open spaces.





Even though it is less than 50 acres, the Richland Township Park can be classified as a Large Urban Park because it serves the entire Township and the surrounding area.

Richland Township has approximately 34 acres of park land for its 4,144 citizens. General industry standards would suggest 5 – 10 acres of regional park land per 1,000 citizens, or approximately 20 – 40 acres of regional park land for Richland Township. This would suggest that Richland Township has adequate regional park land for its citizens. However, if one considers the larger service area including Fremont Township and the Hemlock School District, one could consider Richland Township as somewhat deficient in park land. Further, Richland Township has no Mini-Parks or Neighborhood Parks to provide that “close-to-home” open space or park functions for the Township.

Conversely, more recent park guidelines indicate that one is to consider the “Level of Service” desired by the community. If Richland Township resident’s needs are met with the existing 34 acres of Township Park land, then that amount is sufficient. This is why the community input portion of a recreation plan is so important. The Park Board needs to understand the wishes of the community it serves. If the community is growing or if there are other significant demographic changes, the Park Board may need to plan for additional park land or changes to their existing facilities. With an aging population and the baby boomer generation reaching retirement age, communities like Richland Township are seeing a need for recreational facilities and programs for senior citizens.

## Top 10 Reasons Why Parks are Important

The National Recreation and Park Association maintains a top ten list of reasons why parks are important in the United States.

1. Public parks provide millions of Americans with the opportunity to be physically active.
2. Parks have true economic benefit.
3. Parks provide vital green space in a fast developing American landscape.
4. Parks preserve critical wildlife habitat.
5. Parks and recreation facilitate social interactions.
6. Leisure activities in parks improve moods, reduce stress and enhance a sense of wellbeing.
7. Recreational programs provide organized structured, enjoyable activities.
8. Community recreation services provide a refuge of safety for at-risk youth.
9. Therapeutic recreation is an outlet that individuals with disabilities have.
10. Public parks embody the American tradition of preserving public lands.

This list is from the article, *Top 10 Reasons Parks are Important*, by Richard J. Dolesh, Monica Hobbs Vinluan, and Michael Phillips.

It is important to be aware of national recreation to be able to anticipate activities which will incorporate large numbers of participants and which activities show the greatest growth in popularity. The SMGA conducts annual surveys that analyze the size of the sports product markets in order to determine sports participation trends. As a supplement to the recommended standards for park acreage, data results of the 2015 SMGA top ten sports by activity and interested sport are given in Appendix E.





## Accessibility

An American with Disabilities Act (ADA) compliance assessment of the Township's parks was conducted during the past plan update. Since that time, Richland Township has worked to improve accessibility at its parks. The Township has currently budgeted to install a few ADA compliant swing's throughout the park for different age groups and will continue every effort to improve accessibility at the park sites as



it continues to improve the parks. The assessment consisted of a visual inspection of each park in regards to access and circulation in relation to park facilities. As noted in the inventory listing, most sites meet accessibility standards.

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 Resource (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.

Figure 5. Accessibility Grading System (DNR)

MNDR Accessibility Grading System for Parks and Recreational Facilities	
Accessibility Grading	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 principals of universal design

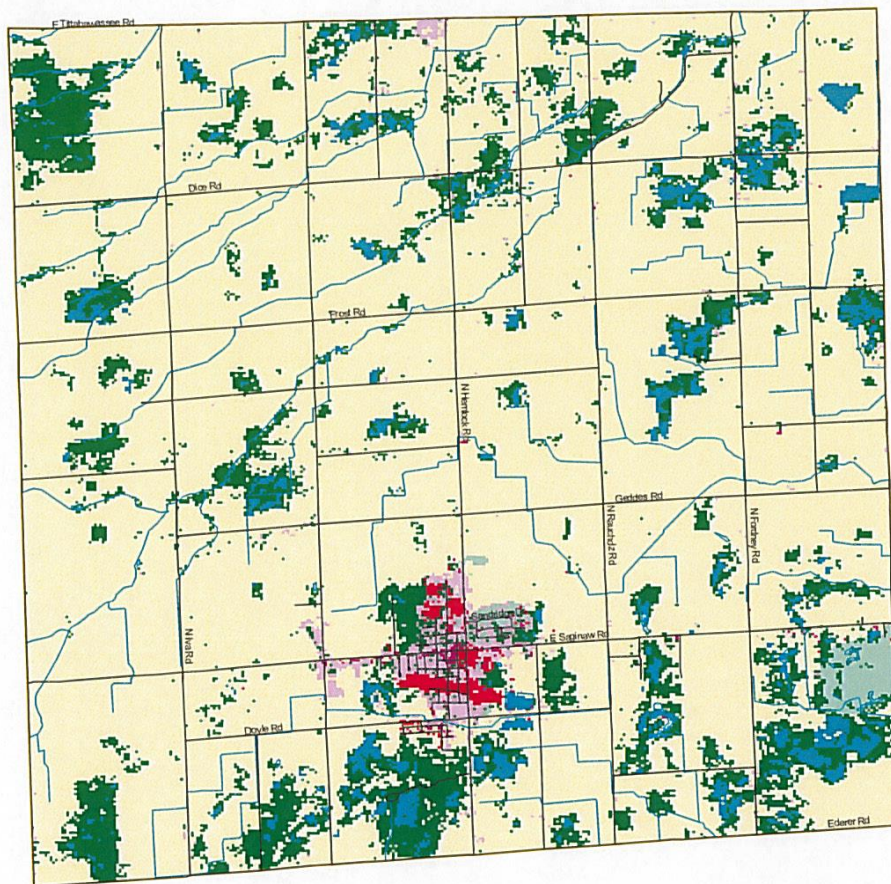
## Natural Resource Inventory

A resource inventory can be used to identify open space areas that may be desirable for protection and/or public access through acquisition or other means. The map of the following

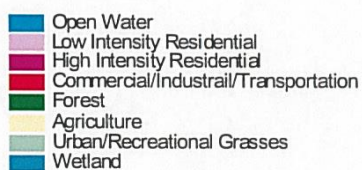


page shows land cover in Richland Township. The vast majority of land in Richland Township is used for agricultural purposes. The most significant natural resources are probably the pockets of woodland scattered across the Township, concentrated more in the far northern and far southern portions. There are also several county drains and small creeks that are used primarily for agricultural drainage.





Richland Township



Source: Michigan Geographic Data Library

FIGURE 6. LAND COVER & NATURAL RESOURCES  
INVENTORY

## IV. Public Input Process

To comply with the Michigan Department of Resources guidelines for the Development of Community Park, Recreation Open Space and Greenway Plans, Richland Township offered two opportunities for public input, made available a park survey for residents and those that use the park facilities, and attended the local Farmer's Market in June 2017 to gather input. The survey was put online and available at the Township Office and other local events. There was also a 30 day period for review and comment on the draft plan.

### Public Meeting (Open House)

The first public input opportunity was an open house style public meeting to gather input regarding recreation in the Township on March 6, 2017 at the Township Administrative Building in Hemlock from 4 – 6 P.M. The event was well publicized in the local newspaper, the township website, and Facebook, the local Farmer's Market (see attachments in appendix B). Input from all public sources is listed below:

- Acquire additional property
- Outdoor Concerts
  - \* Specifically Music
  - \* More Events
  - \* Sawdust Days
  - \* Summer Recreation Programs
    - \* Educational classes
    - \* Day camp for kids
    - \* Expanded summer recreation program
  - \* Outdoor movie night
  - \* Safety Day
  - \* More kids events
  - \* Circus
  - \* Petting Farm
  - \* Running Events
  - \* Sand volleyball
  - \* Art in the Park
  - \* Wine tasting
  - \* Craft beer tasting
  - \* Having someone on staff during events
- Splash Park
- Like to see Spring Soccer games

- Nicer Disc Golf Area
  - \* Disc golf tournament
  - \* Remove poison ivy from disc golf area
- More Handicap Accessible Equipment
  - \* Swings.
- More Adult Programs
  - \* Adult soccer league
  - \* Shuffleboard league
  - \* Horseshoe league
- Yoga or Exercise Classes
- Pond
- Better Drainage
  - \* When it rains park floods
  - \* Improvement on getting fields done for recreational games
- More drinking fountains
- Improve parking lot
  - \* More parking is needed for games
  - \* More parking near soccer fields
- More children's play equipment
  - \* Merry-go-round needs replacement
  - \* New play equipment
- More benches and tables
  - \* Add seating near playground equipment for disabled parents & grandparents
- Dog Park
- Restrooms
  - \* Cleaner restrooms – smell bad
  - \* Diaper changing stations
- Baseball & Softball fields
  - \* More youth baseball fields
  - \* Large field that never gets used now that the high school has their own field
  - \* Change baseball fields. They are set-up more for adult and no adult tournaments are held at the park anymore.
  - \* Add a concession stand
  - \* Improved maintenance of fields
  - \* Make infield grass
  - \* Bring back summer baseball/softball
  - \* More tournaments to bring in money

- Walking Paths
  - \* Some walking paths need to be redone
  - \* Would like to see more walking paths
- Improved bug control
- Better care of park
  - \* Remove brush pile in park near ballfield
  - \* Trim trees
  - \* Add more woodchips to play area
- Plant trees for windbreak
- Provide bottle recycling containers
- More lighting
- Someone should be available at park for questions when someone needs help
- Open park up
- More security
  - \* Kids at park doing illegal things

## Public Meeting

A draft of the plan was completed in July of 2017; it was made available for public review and comment for 30 days. The draft plan was placed in the Township Offices, the Library, and on the Township's website. Once the 30 day review period was completed, a second public input opportunity was provided with the final advertised public hearing held on August 8, 2017 at the Township Administrative Building. Following the public hearing, the plan was adopted by the Township Board by resolution at the following meeting in September.





## V. Goals and Objectives

Developing objectives and goals is an important part of the recreational planning process. The overall goal of the parks and recreation department is, obviously, to provide recreation opportunities for the community and/or region it serves, and possibly tourist. More specific goals must be based on the demographic characteristics of the population served and the physical 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 most specific. It identifies specific projects. The action plan can also include organizational, staffing, programming, public information, and operation and maintenance actions.



The Richland Township Park Board formulated and updated the following goals and objectives based upon the input received at the community open house (input session) in March of 2017, the park survey and general input from regular monthly park board meetings, as well as the demographic and physical characteristics of Richland Township.

### GOAL 1

**Provide safe broad community-based recreation opportunities that improve overall quality of life for all residents of Richland Township and the Hemlock School District.**

The Richland Township Park Board is the main supplier of recreational facilities in the Hemlock area. There are very few public or private recreational opportunities outside of those provided by the Richland Township Park Board at the Richland Township Park. The Park wishes to provide facilities and programming that appeal to the largest proportion of potential recreational participants so as to make Richland Township an enjoyable place to live.

*Objective* – Continue to add amenities to the Richland Township park facilities based upon community input.

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

## GOAL 2

### **Provide recreational facilities and programming that allows for social interaction for all age groups.**

The facilities provided by the Richland Township Park Board serve as a community hub and social center for the Township. The programming provided allows for social interaction of participants and also for spectators (i.e. little league fans and concert-goers). These help to provide a sense of togetherness and connectivity to the area.

*Objective* – To provide regular recreational programming for all residents of Richland Township.

Most of the current programming provided by the Park Board is focused on youth. As the population in the area ages, the Park Board should consider adding more programs for other age groups. Many residents who are of the “Baby Boom” generation are retiring and looking for activities to participate in during their free time.

*Objective* – Seek ongoing support for the Richland Township Parks millage.

Because the Richland Township Parks and Recreational program is funded almost entirely by a dedicated millage, the Park Board needs to continually seek support for this funding source. While renewal does not occur until 2022, the Park Board needs to show that it has been stewards of the resources and has been respondent to the needs of the community.



## GOAL 3

### **Continue to improve and upgrade Richland Township recreational and support facilities so as to offer the community a park that they 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. The Park Board wishes to provide quality facilities that show that Richland Township is 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 for our parks.

## GOAL 4

### **Provide recreational opportunities for people with disabilities.**

The Park Board wishes to provide opportunities for all residents, including those with disabilities. Over the years, it has improved the accessibility of the facilities in the park and wishes to do so.

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

## GOAL 5

### **Improve the health and fitness for Richland Township residents.**

Because there are limited opportunities for fitness and recreation in the Hemlock area, the Richland Township Park Board wants to continue to provide and expand its programs and facilities so that residents of the community can enjoy the benefits of physical fitness.

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

*Objective* – Continue to partner with the Hemlock School District for recreational programming. Examine ways to expand year-round programming.

Most of the current programming is done during the summer months. To keep residents active and fit, the Board would like to explore year-round programming. This may be done with the School District or other semi-public organizations.

*Objective* – Add passive and active facilities and programming as needed based upon available funding and community input.

## VI. Action Program

With goals and objective in place, The Richland Township Park Board was able to develop a five (5) year action program to work towards accomplishing our goals and objectives. Projects were assigned by priority of 1 through 5, with 1 being most important and 5 being least important.

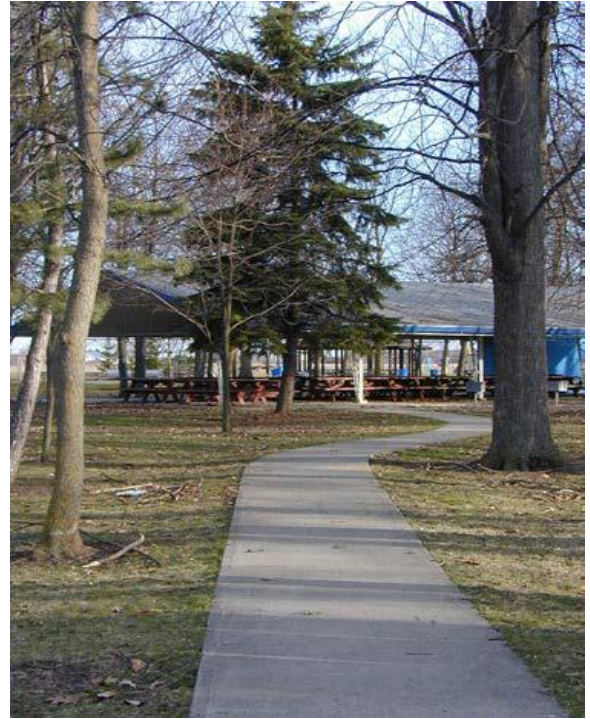
**1. Action Item** – Add and improve multi-use path connections.

**Priority** – 5

**Relates to Goal(s)** – 1, 4, 5

**Rationale/Discussion**

The non-motorized connections to Richland Township need improvement with stronger connections within the Township to the downtown area of Hemlock and to the adjacent neighborhoods. The Park Board would also like to have a regional path system that would connect to adjacent communities, such as Thomas Township.



**2. Action Item** – Resurface the south parking lot.

**Priority** – 1

**Relates to Goal(s)** – 3, 4

**Rationale/Discussion**

The south parking lot is old and in need of repair. Repaving it with properly marked handicapped spaces would improve the aesthetics and safety of the park as well as overall accessibility.

**3. Action Item** – Update lighting throughout park and parking lots.

**Priority** – 2

**Relates to Goal(s)** – 1, 3

**Rationale/Discussion**

Updating the lighting throughout the park with energy efficient LED lighting will improve safety and provide better, more energy efficient lighting to those who may use the multi-use path after dark. LED lighting will not only provide residents utilizing the parks facilities with better more energy efficient lighting, but it will be a less expensive way to provide quality lighting to park goers, allowing the Richland Township Park Board more cash flow to spend in other needed areas of the park.



**4. Action Item – Infrastructure.**

**Priority – 2**

**Relates to Goal(s) – All**

**Rational/Discussion**

As the community continues to grow so does the needs of the park. It is important to the Park Board that as new items are introduced to the parks infrastructure. That those items continue to be well maintained to gain the highest life expectancy of all park items. With a limited availability of space available at the park it is imperative that the layout of the park be considered when making room for new items, along with the needs of the community.

**5. Action Item – Renovate the former ice rink/tennis courts into a splash pad, theater, etc.**

**Priority – 4**

**Relates to Goal(s) – All**

**Rational/Discussion**

The former ice rink/tennis courts have not been used for tennis in several years. The Township has been using as an ice rink (weather permitting) and staging for the events tent, however the surface area is showing its age. The pavement is old and cracked and would need to be replaced or resurfaced in order convert to a splash pad, theater, etc.

**6. Action Item – Upgrade the play equipment.**

**Priority – 2**

**Relates to Goal(s) – All**



**Rational/Discussion**

A newer subdivision with young families sits near the north end of the Township Park. While there has been some newer playground equipment installed in the park there is quite a bit of existing playground equipment that is old and in disrepair. Safety is an issue with the older equipment. Community input shows that respondents are interested in seeing more play equipment in the Richland Township Park.

**7. Action Item** – Add a sledding hill.

**Priority** – 2

**Relates to Goal(s)** – 1, 3, 5

**Rational/Discussion**

There are no sledding facilities in the Hemlock area. Adding a sledding hill would provide a winter fitness opportunity. This item was suggested during a monthly board meeting from a resident of the township.

**8. Action Item** – Acquire additional property to expand the park.

**Priority** – 1

**Relates to Goal(s)** – All

**Rational/Discussion**

More land would allow the Township to expand the possibility of for development of community parks and more ambitious future goals. This topic came up during community input discussion multiple times.

**9. Action Item** – Add a dog park.

**Priority** – 2

**Relates to Goal(s)** – 1, 3

**Rational/Discussion**

Residents with dogs could have a secure, fenced area in which to release their dogs. A few pieces of dog-related playground equipment could be included. This topic was brought up during community input.



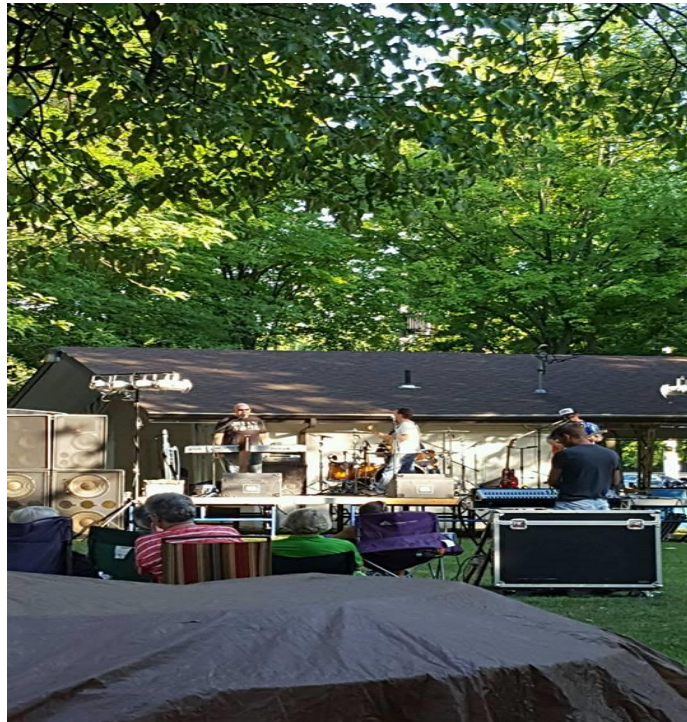
**10. Action Item** – More concerts in the park/recreational programming.

**Priority** – 1

**Relates to Goal(s)** – 1, 2, 4, 5

**Rational/Discussion**

Recreation and entertainment facilities in the Township are limited. More concerts, movies and other programming in the park would provide residents and visitors with a broad range of activities to keep them busy within the Township. Providing these type of events can be costly and time consuming, but would provide resident's with a range of activities to keep them active, social and healthy. Due to the cost of running some of these events, like the concerts in the park, educational classes, day camps for kids, movie nights, etc. other funding methods may need to be utilized in the way of grants, partnerships with other local organizations, fundraising or participation fees. The topic of more concerts, events and programming is brought up at almost every other board meeting.





## VII. Adoption

After the public input and notification process described in Section IV, the Richland Township Park Board voted on August 7, 2017 recommending the Richland Township Board adopt the Recreation Plan.

On September 12, 2017 the Richland Township Board adopted the Recreation Plan by resolution \_\_\_\_\_ after holding a final public hearing.

Copies of the Richland Township were transmitted to the Saginaw County Planning office, the East Central Michigan Planning and Development Region, and the Michigan Department of Natural Resources September 12, 2017.

Copies of the notification advertisements, the public hearing minutes, resolutions, and transmittal letters to the planning agencies are included in Appendix C.



## Appendix A

### Parks and Recreation Budget Information

---

**REVENUE REPORT**  
**REVENUE REPORT 2016-2017**

Page: 1  
5/26/2017  
3:03 pm

Richland Township

For the Period: 4/1/2016 to 3/31/2017

Fund Type:

**Fund: 208 - PARK FUND**

Revenues

Dept: 000.000							
401.000 BALANCE FORWARD	28,118.00	28,118.00	0.00	0.00	0.00	28,118.00	0.0
401.208 BAL. FORWARD - RESTRICTED	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000.000	38,118.00	38,118.00	0.00	0.00	0.00	38,118.00	0.0
Dept: 002.000 TAXES CONTROL							
402.000 CURRENT TAXES	133,727.00	133,727.00	133,235.85	133,235.85	0.00	491.15	99.6
TAXES CONTROL	133,727.00	133,727.00	133,235.85	133,235.85	0.00	491.15	99.6
Dept: 009.000 INTEREST & RENTS CONTROL							
665.000 INTEREST EARNINGS	300.00	300.00	312.52	15.90	0.00	-12.52	104.2
INTEREST & RENTS CONTROL	300.00	300.00	312.52	15.90	0.00	-12.52	104.2
Dept: 010.000 OTHER REVENUE CONTROL							
676.000 DONATIONS	700.00	700.00	700.00	0.00	0.00	0.00	100.0
678.000 RESERVATIONS	2,544.00	2,544.00	3,130.00	350.00	0.00	-586.00	123.0
688.000 MISCELLANEOUS	100.00	100.00	671.49	0.00	0.00	-571.49	671.5
OTHER REVENUE CONTROL	3,344.00	3,344.00	4,501.49	350.00	0.00	-1,157.49	134.6
Revenues	175,489.00	175,489.00	138,049.86	133,601.75	0.00	37,439.14	78.7
Net Effect for	175,489.00	175,489.00	138,049.86	133,601.75	0.00	37,439.14	
Grand Total Net Effect:	175,489.00	175,489.00	138,049.86	133,601.75	0.00	37,439.14	



**EXPENDITURE REPORT**  
EXPENDITURE REPORT 2016-2017

Page: 1  
5/26/2017  
3:04 pm

Richland Township

For the Period: 4/1/2016 to 3/31/2017

Fund Type:

**Fund: 208 - PARK FUND**

Expenditures

	Original Bud.	Amended Bud.	Annual Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 750.000 PARK BOARD							
720.000 FEES AND PER-DIEM	2,500.00	2,500.00	2,174.35	0.00	0.00	325.65	87.0
803.000 AUDIT FEES	512.00	512.00	524.00	0.00	0.00	-12.00	102.3
804.000 COMPUTER FEES	1,600.00	1,600.00	1,595.00	0.00	0.00	5.00	99.7
880.000 RECREATION PROGRAM	4,000.00	4,000.00	4,000.00	0.00	0.00	0.00	100.0
880.100 SUMMER CONCERTS	2,500.00	3,000.00	3,068.87	0.00	0.00	-68.87	102.3
900.000 PRINTING AND PUBLISHING	100.00	100.00	41.50	0.00	0.00	58.50	41.5
<b>PARK BOARD</b>	<b>11,212.00</b>	<b>11,712.00</b>	<b>11,403.72</b>	<b>0.00</b>	<b>0.00</b>	<b>308.28</b>	<b>97.4</b>
Dept: 751.000 RECREATION / PARKS							
702.000 SALARIES - FULL TIME	39,582.24	39,582.24	39,582.40	3,806.00	0.00	-0.16	100.0
703.000 SALARIES - PART TIME	20,000.00	20,000.00	19,983.50	0.00	0.00	16.50	99.9
710.000 FRINGE BENEFITS	6,300.00	6,300.00	6,300.00	0.00	0.00	0.00	100.0
727.000 OPERATING SUPPLIES	10,000.00	10,000.00	8,810.02	108.00	0.00	1,189.98	88.1
735.000 UNIFORMS AND CLEANING	500.00	500.00	284.00	0.00	0.00	216.00	56.8
740.000 TOOLS & SUPPLIES	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.0
750.000 REPAIRS AND MAINTENANCE	6,500.00	6,500.00	6,495.10	921.28	0.00	4.90	99.9
809.000 CONTRACTUAL SERVICES	7,500.00	7,500.00	7,456.92	140.00	0.00	43.08	99.4
820.000 INSURANCE	1,200.00	1,200.00	1,329.00	0.00	0.00	-129.00	110.8
920.000 PUBLIC UTILITIES	6,500.00	6,500.00	6,957.26	1,224.20	0.00	-457.26	107.0
921.000 TELEPHONE	1,100.00	1,100.00	1,131.22	189.19	0.00	-31.22	102.8
940.000 EQUIPMENT RENTAL	3,200.00	3,200.00	2,615.70	108.70	0.00	584.30	81.7
955.000 MISCELLANEOUS	50.00	50.00	0.00	0.00	0.00	50.00	0.0
970.000 CAPITAL OUTLAY	51,555.00	51,055.00	7,025.79	0.00	0.00	44,029.21	13.8
<b>RECREATION / PARKS</b>	<b>155,187.24</b>	<b>154,687.24</b>	<b>107,970.91</b>	<b>6,497.37</b>	<b>0.00</b>	<b>46,716.33</b>	<b>69.8</b>
Dept: 890.000 CONTINGENCY							
998.000 RESERVE	9,090.00	9,090.00	0.00	0.00	0.00	9,090.00	0.0
<b>CONTINGENCY</b>	<b>9,090.00</b>	<b>9,090.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9,090.00</b>	<b>0.0</b>
<b>Expenditures</b>	<b>175,489.24</b>	<b>175,489.24</b>	<b>119,374.63</b>	<b>6,497.37</b>	<b>0.00</b>	<b>56,114.61</b>	<b>68.0</b>
<b>Net Effect for</b>	<b>-175,489.24</b>	<b>-175,489.24</b>	<b>-119,374.63</b>	<b>-6,497.37</b>	<b>0.00</b>	<b>-56,114.61</b>	
<b>Grand Total Net Effect:</b>	<b>-175,489.24</b>	<b>-175,489.24</b>	<b>-119,374.63</b>	<b>-6,497.37</b>	<b>0.00</b>	<b>-56,114.61</b>	

**REVENUE REPORT**  
REVENUE REPORT 2017-2018

Page: 1  
5/26/2017  
3:07 pm

Richland Township

For the Period: 4/1/2017 to 5/31/2017

Fund Type:

**Fund: 208 - PARK FUND**

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 000.000							
401.000 BALANCE FORWARD	45,479.00	45,479.00	0.00	0.00	0.00	45,479.00	0.0
401.208 BAL. FORWARD - RESTRICTED	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
Dept: 000.000	55,479.00	55,479.00	0.00	0.00	0.00	55,479.00	0.0
Dept: 002.000 TAXES CONTROL							
402.000 CURRENT TAXES	134,767.00	134,767.00	0.00	0.00	0.00	134,767.00	0.0
TAXES CONTROL	134,767.00	134,767.00	0.00	0.00	0.00	134,767.00	0.0
Dept: 009.000 INTEREST & RENTS CONTROL							
665.000 INTEREST EARNINGS	302.00	302.00	0.00	0.00	0.00	302.00	0.0
INTEREST & RENTS CONTROL	302.00	302.00	0.00	0.00	0.00	302.00	0.0
Dept: 010.000 OTHER REVENUE CONTROL							
676.000 DONATIONS	700.00	700.00	700.00	0.00	0.00	0.00	100.0
678.000 RESERVATIONS	2,800.00	2,800.00	570.00	0.00	0.00	2,230.00	20.4
688.000 MISCELLANEOUS	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OTHER REVENUE CONTROL	3,600.00	3,600.00	1,270.00	0.00	0.00	2,330.00	35.3
Revenues	194,148.00	194,148.00	1,270.00	0.00	0.00	192,878.00	0.7
Net Effect for	194,148.00	194,148.00	1,270.00	0.00	0.00	192,878.00	
Grand Total Net Effect:	194,148.00	194,148.00	1,270.00	0.00	0.00	192,878.00	



**EXPENDITURE REPORT**  
EXPENDITURE REPORT 2017-2018

Page: 1  
5/26/2017  
3:06 pm

Richland Township

For the Period: 4/1/2017 to 5/31/2017

Fund Type:

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Fund: 208 - PARK FUND</b>							
Expenditures							
Dept: 750.000 PARK BOARD							
720.000 FEES AND PER-DIEM	3,234.00	3,234.00	0.00	0.00	0.00	3,234.00	0.0
803.000 AUDIT FEES	534.00	534.00	0.00	0.00	0.00	534.00	0.0
804.000 COMPUTER FEES	1,600.00	1,600.00	0.00	0.00	0.00	1,600.00	0.0
880.000 RECREATION PROGRAM	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
880.100 SUMMER CONCERTS	3,000.00	3,000.00	342.46	0.00	0.00	2,657.54	11.4
900.000 PRINTING AND PUBLISHING	100.00	100.00	0.00	0.00	0.00	100.00	0.0
<b>PARK BOARD</b>	<b>18,468.00</b>	<b>18,468.00</b>	<b>342.46</b>	<b>0.00</b>	<b>0.00</b>	<b>18,125.54</b>	<b>1.9</b>
Dept: 751.000 RECREATION / PARKS							
702.000 SALARIES - FULL TIME	40,176.00	40,176.00	3,090.48	0.00	0.00	37,085.52	7.7
703.000 SALARIES - PART TIME	20,924.00	20,924.00	1,014.60	0.00	0.00	19,909.40	4.8
710.000 FRINGE BENEFITS	6,300.00	6,300.00	0.00	0.00	0.00	6,300.00	0.0
727.000 OPERATING SUPPLIES	9,500.00	9,500.00	1,063.89	0.00	0.00	8,436.11	11.2
735.000 UNIFORMS AND CLEANING	500.00	500.00	0.00	0.00	0.00	500.00	0.0
740.000 TOOLS & SUPPLIES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
750.000 REPAIRS AND MAINTENANCE	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
809.000 CONTRACTUAL SERVICES	7,700.00	7,700.00	0.00	0.00	0.00	7,700.00	0.0
820.000 INSURANCE	1,443.00	1,443.00	0.00	0.00	0.00	1,443.00	0.0
920.000 PUBLIC UTILITIES	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.0
921.000 TELEPHONE	1,100.00	1,100.00	0.00	0.00	0.00	1,100.00	0.0
940.000 EQUIPMENT RENTAL	3,200.00	3,200.00	46.00	0.00	0.00	3,154.00	1.4
955.000 MISCELLANEOUS	0.00	0.00	8.97	0.00	0.00	-8.97	0.0
970.000 CAPITAL OUTLAY	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.0
<b>RECREATION / PARKS</b>	<b>155,843.00</b>	<b>155,843.00</b>	<b>5,223.94</b>	<b>0.00</b>	<b>0.00</b>	<b>150,619.06</b>	<b>3.4</b>
Dept: 890.000 CONTINGENCY							
998.000 RESERVE	13,637.00	13,637.00	0.00	0.00	0.00	13,637.00	0.0
<b>CONTINGENCY</b>	<b>13,637.00</b>	<b>13,637.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,637.00</b>	<b>0.0</b>
Dept: 998.000 TRANSFERS OUT							
999.007 TRANS OUT DRAIN - HEMLOCK TILE	6,200.00	6,200.00	0.00	0.00	0.00	6,200.00	0.0
<b>TRANSFERS OUT</b>	<b>6,200.00</b>	<b>6,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,200.00</b>	<b>0.0</b>
<b>Expenditures</b>	<b>194,148.00</b>	<b>194,148.00</b>	<b>5,566.40</b>	<b>0.00</b>	<b>0.00</b>	<b>188,581.60</b>	<b>2.9</b>
<b>Net Effect for</b>	<b>-194,148.00</b>	<b>-194,148.00</b>	<b>-5,566.40</b>	<b>0.00</b>	<b>0.00</b>	<b>-188,581.60</b>	
<b>Grand Total Net Effect:</b>	<b>-194,148.00</b>	<b>-194,148.00</b>	<b>-5,566.40</b>	<b>0.00</b>	<b>0.00</b>	<b>-188,581.60</b>	



**Appendix B**  
Notice of Open House Meeting  
Public Meeting Input Flyer

# Affidavit of Publication

STATE OF MICHIGAN )

COUNTY OF SAGINAW )

SS:

In the Matter of:  
RICHLAND TOWNSHIP

NOTICE OF RECREATION PLAN OPEN HOUSE

Tiffany Fiting, being first duly sworn, says that she is the Administrative Assistant of THE TOWNSHIP TIMES, a newspaper published in the English language for the dissemination of local or transmitted news and intelligence of a general character and legal news, which is a duly qualified newspaper, and that annexed hereto is a copy of a certain order taken from said newspaper, in which the order was published on the following date, to-wit:

2/26/2017

## TOWNSHIP OF RICHLAND

### NOTICE OF RECREATION PLAN OPEN HOUSE

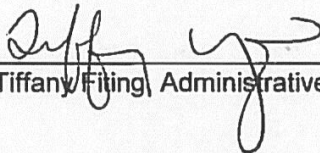
The Richland Township Park Board will hold an open house to hear public and stakeholder ideas on recreational programs and park facilities in Richland Township. The open house is to help the Recreation Board moving forward with development of the Recreation Plan for years 2017-2022. The Open house will take place at the Richland Township Administration Building, 1180 North Hemlock Road, Hemlock, MI 48626 on Tuesday, March 6, 2017 at 6:00 P.M. Following the open house will be the Richland Township Park Boards regular monthly meeting at 7:00 P.M.

The notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2)(3) and the Americans with Disabilities Act (ADA).

Individuals with disabilities requiring auxiliary aids or services should contact by writing or calling: Richland Township Administration Office, 1180 North Hemlock Road, Hemlock, MI 48626 (989) 642-2097, during business hours.

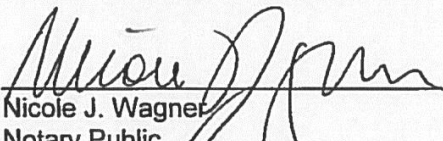
Annamarie Reno, Township Manager  
Richland Township

Signed:

  
Tiffany Fiting, Administrative Assistant

Sworn to and subscribed before me, a  
Notary Public in Saginaw County, and  
acting in Saginaw County, Michigan.

This the 26th day of February, 2017.

  
Nicole J. Wagner  
Notary Public  
Saginaw County, Michigan  
Commission Expires 01/04/2022



## **RICHLAND TOWNSHIP RECREATION PLAN**

# **OPEN HOUSE**

The Township is developing a recreational plan to help guide us through the next five (5) years. We would like to hear ideas from residents and key stakeholders about recreational programs and park facilities in Richland Township.

**Monday, March 6, 2017 @ 6:00 p.m.**

**Township Hall, 1180 N. Hemlock Rd.**

Following the Open House will be our normal monthly board meeting at 7:00 p.m.



**HELP PLAN THE FUTURE OF OUR COMMUNITY!**



## Appendix C

Notice of the Draft Plan for Review

Notice of Public Hearing

Park Board Resolution

Minutes From Public Hearing

Certified Public Resolution for Township Board Adoption

Transmittal Letters

# Affidavit of Publication

STATE OF MICHIGAN )  
COUNTY OF SAGINAW )

SS:

In the Matter of:  
RICHLAND TOWNSHIP

DRAFT Five Year Recreation Master Plan

Tiffany Fiting, being first duly sworn, says that she is the Administrative Assistant of THE TOWNSHIP TIMES, a newspaper published in the English language for the dissemination of local or transmitted news and intelligence of a general character and legal news, which is a duly qualified newspaper, and that annexed hereto is a copy of a certain order taken from said newspaper, in which the order was published on the following date, to-wit:

7/2/2017

## TOWNSHIP OF RICHLAND DRAFT Five Year Recreation Master Plan

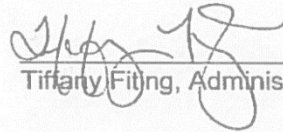
Richland Township has developed a DRAFT five (5) year Park and Recreation Master Plan. The plan evaluates existing recreation opportunities, reviews ADA compliance, reviews public opinion regarding recreation and proposes a five-year schedule of improvement and other related items that the township wishes to pursue. Copies of the DRAFT plan will be available for review at the Richland Township Administration Office from 8 a.m. to 5 p.m. Monday through Friday until July 10, 2017. A PDF copy of the draft plan is also available at: [www.richlandtownship.com](http://www.richlandtownship.com).

If you are interested in submitting comments regarding the DRAFT Plan, please send written comments to the address listed below by July 10, 2017

For more information please contact:  
Annmarie Reno, Manager  
Richland Township  
1180 N. Hemlock Dr.  
Hemlock, MI 48626  
Phone: 989-642-2097  
[manager@richlandtownshipmi.com](mailto:manager@richlandtownshipmi.com)

A public meeting to take input on the plan will be held on July 10, 2017 at 7:00pm at 312 Sandridge Dr., Hemlock MI 48626 (Richland Township Park Farmer's Market Pavilion)

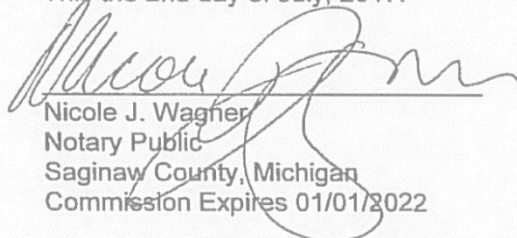
Signed:



Tiffany Fiting, Administrative Assistant

Sworn to and subscribed before me, a  
Notary Public in Saginaw County, and  
acting in Saginaw County, Michigan.

This the 2nd day of July, 2017.



Nicole J. Wagner  
Notary Public  
Saginaw County, Michigan  
Commission Expires 01/01/2022

# Affidavit of Publication

STATE OF MICHIGAN )  
 )  
COUNTY OF SAGINAW )

SS:

In the Matter of:  
RICHLAND TOWNSHIP

Notice of Public Hearing

Tiffany Fiting, being first duly sworn, says that she is the Administrative Assistant of THE TOWNSHIP TIMES, a newspaper published in the English language for the dissemination of local or transmitted news and intelligence of a general character and legal news, which is a duly qualified newspaper, and that annexed hereto is a copy of a certain order taken from said newspaper, in which the order was published on the following date, to-wit:

7/30/2017

Signed:

## NOTICE OF PUBLIC HEARING TOWNSHIP OF RICHLAND

NOTICE IS HEREBY GIVEN that Richland Township will conduct a public hearing on Tuesday, August 8, 2017 at 7:00pm at 1180 N. Hemlock Rd., Hemlock, MI 48626 for the purpose of receiving comments on the proposed draft of the Richland Township Five Year Parks & Recreation Master Plan. The plan evaluates existing recreation opportunities, reviews ADA compliance, reviews public opinion regarding recreation and proposes a five-year schedule of improvements and other related items that the Township wishes to pursue. All comments written and oral, will be noted for the record. 7/20

  
Tiffany Fiting, Administrative Assistant

Sworn to and subscribed before me, a  
Notary Public in Saginaw County, and  
acting in Saginaw County, Michigan.

This the 30th day of July, 2017.

  
Nicole J. Willette  
Notary Public  
Saginaw County, Michigan  
Commission Expires 01/01/2022



# Affidavit of Publication

STATE OF MICHIGAN

COUNTY OF SAGINAW

)  
) SS:  
)

In the Matter of:  
RICHLAND TOWNSHIP

DRAFT FIVE YEAR RECREATION MASTER PLAN

Tiffany Fiting, being first duly sworn, says that she is the Administrative Assistant of THE TOWNSHIP TIMES, a newspaper published in the English language for the dissemination of local or transmitted news and intelligence of a general character and legal news, which is a duly qualified newspaper, and that annexed hereto is a copy of a certain order taken from said newspaper, in which the order was published on the following date, to-wit:

10/15/2017

**NOTICE OF REVIEW  
TOWNSHIP OF RICHLAND  
DRAFT Five Year Recreation Master Plan**

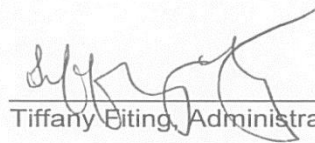
Richland Township has developed a DRAFT five (5) year Park and Recreation Master Plan. The plan evaluates existing recreation opportunities, reviews ADA compliance, reviews public opinion regarding recreation and proposes a five-year schedule of improvement and other related items that the township wishes to pursue. Copies of the DRAFT plan will be available for review at the Richland Township Administration Office from 8 a.m. to 5 p.m. Monday through Friday until November 14, 2017. A PDF copy of the draft plan is also available at: [www.richtownship.com](http://www.richtownship.com).

If you are interested in submitting comments regarding the DRAFT Plan, please send written comments to the address listed below by November 14, 2017.

For more information please contact:  
Annmarie Reno, Manager  
Richland Township  
1180 N. Hemlock Dr.  
Hemlock, MI 48626  
Phone: 989-642-2097  
[manager@richtownshipmi.com](mailto:manager@richtownshipmi.com)

A public meeting to take input on the plan will be held on November 14, 2017 at 7:00pm at the above address.

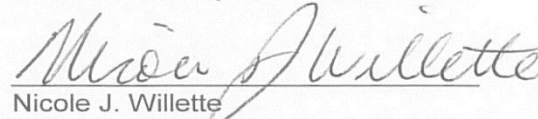
Signed:



Tiffany Fiting, Administrative Assistant

Sworn to and subscribed before me, a  
Notary Public in Saginaw County, and  
acting in Saginaw County, Michigan.

This the 15th day of October, 2017.



Nicole J. Willette  
Notary Public  
Saginaw County, Michigan  
Commission Expires 01/01/2022

2<sup>nd</sup> Public Meeting Notice Affidavit will go here.

**RICHLAND TOWNSHIP PARK BOARD**  
**RESOLUTION 08-2017**

At a regular meeting of the Richland Township Park Board, Saginaw County, Michigan held at the Township Administration Office of said Township on the 7<sup>h</sup> day of August, 2017, at 7:00 P.M.

PRESENT: Carol Conger, Lisa Smith-Hagarty, Virgina Lisik, Mark Hingston, and Greg Mallek

---

ABSENT: Chuck Koons and Matt Lockwood

---

The following Resolution was offered by Greg Mallek and seconded by Virgina Lisik

WHEREAS, Richland Township Park Board has undertaken the update of a five-year Recreation Plan which describes the physical features , existing recreational facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2017 and 2022 and,

WHEREAS, a publicized open house was held on March 6, 2017 to provide an opportunity for citizens to share ideas and express opinions about all aspects regarding the future of parks and recreation in Richland Township, and

WHEREAS, the draft Recreation Plan was made available for review and public comment on July 2, 2017 to August 7, 2017, and

WHEREAS, a the plan has been discussed and open for public comment and inspection since the March 6, 2017 Open House to provide opportunity for citizens to express opinions, ask questions and discuss all aspects of the Recreation Plan, and

WHEREAS, Richland Township Park Board has developed the Recreation Plan for the benefit of the entire community and wishes to use the plan as a document to assist in meeting the recreation needs of the community,

NOW THEREFORE BE IT RESOLVED that the Richland Township Park Board, Saginaw County accepts the 2017-2022 Five Year Recreation Plan and recommends to the Richland Township Board of Trustee's that it be adopted for approval.

ADOPTED: Yeas: Carol Conger, Lisa Smith-Hagarty, Virgina Lisik, Mark Hingston, and Greg Mallek

Nays: \_\_\_\_\_

ABSENT: Chuck Koons and Matt Lockwood

---



Minutes will go her from the Township Board Meeting Adopting the Plan.  
(After 2<sup>nd</sup> Public Hearing)

Resolution adopting plan will go here.  
After 2<sup>nd</sup> Public Hearing

Letter to Saginaw County Metropolitan Planning Commission will go here that plan was adopted.



Letter to East Central Michigan Planning & Development will go here that plan was adopted.

## Appendix D

### DNR Checklist



## 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). Plans must be submitted to the DNR with a completed checklist that has been signed by an authorized official(s) of the local unit of government(s) submitting the plan. Plans may be submitted at any time of the year, but no later than March 1 of the year the local unit of government is applying for grants.

### PLAN INFORMATION

Name of Plan:

Richland Township Recreation Plan

List the community names (including school districts) that are covered under the plan and have passed a resolution adopting the plan.

County

Month and year plan adopted by the community's governing body

Richland Township

Saginaw

### PLAN CONTENT

**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
- ☐ Waterways Inventory (if applicable)

☒ **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 7/2/2017 & 10/15/2017
- Type of Notice News Paper, Facebook and Website
- ☒ Plan Location 1180 N. Hemlock Rd., Hemlock, MI 48626, Township Administrative Office
- 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 7/30/2017 & 12/31/2017
- Name of Newspaper The Valley Shopper
- Date of Meeting 8/8/2017 & 1/16/2018
- ☐ Copy of the Minutes from the Public Meeting

☒ **7. GOALS AND OBJECTIVES**

☒ **8. ACTION PROGRAM**

☐ **9. POST-COMPLETION SELF-CERTIFICATION REPORT(S)**

**PLAN ADOPTION DOCUMENTATION**

**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 Richland Township Park Board Commission or Board, recommending adoption of the plan by the governing body, dated: 7/7/2017
- ☐ 3. Copy of letter transmitting adopted plan to County Planning Agency dated: \_\_\_\_\_
- ☐ 4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: \_\_\_\_\_

**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*

\_\_\_\_\_ *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 uploaded in MiRecGrants.**

## Appendix E

2015 - Sports that Interest Non-Participants – Ranked by top ten most popular interested sport and activity.

### Which Sports Interest Non-Participants

Ranked by top ten most popular interested sport and activity

Most people want to try swimming for fitness, which makes sense since it's the gentlest exercise on muscles and bones while getting a full body workout. Almost all age groups are interested in outdoor activities, such as camping, biking and hiking. For the older group, bird/wildlife watching is always a top interest.

Ages 6 - 12	Ages 13 - 17	Ages 18 - 24	Ages 25-34
Swimming for Fitness	Camping	Camping	Swimming for Fitness
Camping	Swimming for Fitness	Swimming for Fitness	Bicycling
Bicycling	Bicycling	Bicycling	Camping
Running/Jogging	Working out with Weights	Hiking	Hiking
Basketball	Working out using Machines	Working out with Weights	Working out with Weights
Fishing	Hiking	Running/Jogging	Running/Jogging
Hiking	Running/Jogging	Backpacking	Working out with Weights
Soccer	Shooting	Working out using Machines	Backpacking
Swimming on a Team	Trail Running	Climbing	Canoeing
Working out with Weights	Fishing	Trail Running	Trail Running

Ages 35 - 44	Ages 45 - 54	Ages 55 - 64	Ages 65+
Hiking	Swimming for Fitness	Bicycling	Swimming for Fitness
Swimming for Fitness	Camping	Swimming for Fitness	Birdwatching/Wildlife Viewing
Camping	Bicycling	Camping	Working out with Machines
Bicycling	Hiking	Hiking	Hiking
Working out with Weights	Working out using Machines	Working out with Weights	Fishing
Working out using Machines	Birdwatching/Wildlife Viewing	Fishing	Bicycling
Running/Jogging	Working out with Weights	Working out using Machines	Working out using Weights
Canoeing	Canoeing	Birdwatching/Wildlife Viewing	Fitness Classes
Backpacking	Fishing	Canoeing	Camping
Rafting	Backpacking	Fitness Classes	Golf

2015 SFIA Topline Report top ten most popular interested sport and activity.