

**Agenda
Recreation Plan
St. James Township
December 21, 2022**

Items to be discussed

1. Required Plan Content – review and update expired previous plan as required.
 - A. Community Description – update census data
 - B. Administrative Structure
 - C. Description of the Planning Process
 - D. Recreation Inventory
 - E. Action Program, Capital Improvement Schedule and Rationale
2. Local adoption resolutions by the Township Board
 - Meeting schedule – Public Hearing at end of 30 day review period
3. Draft Plan – 30-day public review period
 - Plan due by MNRTF grant deadline – April 1
 - Recommended submittal 30 days prior
4. Updated expenditures \$\$\$ in area of Park & Recreation for last 3 years.
5. Status of any past MDNR grant awards – Grant number, project pictures, and grant close out confirmation.
6. Action Program – Update Review of goals and objectives
7. Action Program – Update Capital Improvements Schedule
 - Assign priority to address needs and implement improvements
 - Prepare estimated cost projections
 - Prepare capital improvement schedule
 - Identify funding sources