



Park Township

From the Desk of Howard Fink,

Township Manager

3/26/2021

Hi Everyone. Attached is this week's management report. As always, please let me know if there is anything I have missed.

Previous communication to the Board

We are receiving a lot of resident communication, which is fantastic. Just want you all to know that I see it as my responsibility to acknowledge, respond and thank residents for their comments. I will continue to do so. Please do not hesitate to let me know if I have missed anyone. Sometimes I am unable to get to it the same day, but within a few days max every resident should be responded to.

Some residents have brought to my attention the possible need to have a communications officer, reporting to the manager, for the Township. It may be something to consider in the future. While I have felt we are not large enough for such a position, I am beginning to rethink that assumption.

Lastly, I don't want to lose sight that we have not completed our strategic planning process. Now that we are meeting in person again, my thoughts are that such a meeting / exercise is important.

One last item. Loran asked a question at the meeting last night regarding public meetings, etc. and it prompted a thought I wanted the board to be aware of. We had a public meeting on the Fairgrounds grant last week (letters sent to 500 houses, advertised in our online newsletter {over 2000 subscribers} and online). While that meeting was open to the public and everyone welcome to attend, it is not an official meeting under the OMA – in that it is not called by one of the boards / commissions of the Township.

Assistant Assessor

Its both a sad and celebratory day, as Jonetta Brown has announce her retirement. Her letter is attached to this report. I have already had discussions with AI on a process for

filling that role. I will be working closely with Al on evaluating candidates and creating a process to help ensure a strong replacement.

Short Term Rentals

On the agenda for April's meeting will be requests to authorize two contracts for Granicus consulting to assist the P.C. with their work on Short Term Rentals. I was present for the meeting last night, as this issue is going to be significant for the Township, regardless of any decisions the P.C. and/or Board of Trustees makes. Jeff Pfost and Greg Ransford had the benefit of a presentation by Granicus on what capabilities their software provides and an introduction to the consultant's background. Everyone seems on board with engaging Granicus. As I mentioned, I will have the items on the agenda for April.

Fairground exercise trail grant and others

As you know, the we will not be applying for the Fair Grounds Exercise Trail grant. This happens, and sometimes efforts today bear fruit tomorrow. At a future time, we can always resubmit the grant when and if the board decides. Also, at one point there was a desire to have the boardwalk from Winstrom connect with Ottawa Beach Road. I always loved the idea, but it was cost prohibitive. These are two opportunities in the future you may want to consider at a lower, 25% match requirement and "roll the dice" if we are awarded the funds. There are significant dollars in the Natural Recourses Trust Fund accounts and I feel the township should regularly be working to access those resources.

Boat Launch

On the April Meeting, we will have a quote for a new Boat Dock for the South Side Kayak Park. We have looked at skid peer options vs building a new dock. We feel as the new, fixed dock is ideal. We have a quote from DK construction that we will be presenting to the board for approval. While we do not have multiple quotes for a custom dock, we are confident that the quality of DK's work and price we have been quoted is very reasonable for such an investment.

Winstrom

Parks staff is currently evaluating boardwalks at Winstrom Park. Ryan, Daniele and I met on site this week, and Daniele and I last week to discuss next steps with some of

the boardwalks and marsh overlooks. We are contemplating taking out the boardwalk that ends in the middle of the marsh and installing an elevated overlook further back. This area has been consistently vandalized. By removing the section and pulling it back where there is cross traffic, we are hoping the vandalism will cease over time. We will be preparing a schematic for the board outlining our improvements and locations. We will be working with Prein & Newhof to engineer the overlook, as such a structure will need stamped drawings and assurances of its structural integrity. We will also be investigating any wetland construction issues / permits needed.

Safety Pier Meeting

We have called a safety pier meeting in a few weeks. Hopefully our consortium can continue to have a beneficial effect on safety at the State Park. I will keep the board posted on the groups progress and any possible projects.

South Side Kayak Park

Just a friendly reminder that the South Side Kayak Park still does not have an official name. Regarding restoration, seeding has been applied and beginning to germinate. Shrub areas have also been planted and are germinating. Plants and formal beds will be installed at the end of April – First week in May. The ODC will be monitoring the site as spring sets in to ensure the seed mix takes a strong hold. All invasive growth will be handled promptly. If germination is sparse over the spring months, ODC may elect to plant a cover crop as a preventative measure.

March 26, 2021

Howard Fink
Manager
Park Township

Dear Howard:

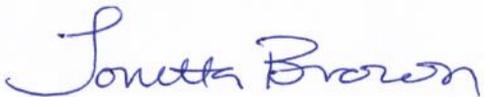
This letter is my official notification to you and to Park Township that my last day of work at Park Township will be June 04, 2021. On that day, I plan to retire.

I am excited about my impending retirement but wanted to take this opportunity to thank you for all that I have experienced working for Park Township and will miss you and my coworkers when my retirement day comes.

Please let me know what I can do to help you with the transition of my work to another employee. I plan to work right up until my retirement date and will be happy to help you make a smooth transition.

Again, I have truly enjoyed working at Park Township and will miss my coworkers and our workplace a great deal. I wish you nothing but the best for the future.

Sincerely,



Jonetta Brown
Asst. Assessor
Park Township

CC : Al Nykamp, Park Township Assessor