

# NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS



April 5, 2023

## **PROPOSAL** RECREATION PLAN UPDATE

PROFESSIONAL SERVICES PROPOSAL FOR

**ALPENA COUNTY**

Submitted by:

**Doug Baum, Executive Director**

[dbaum@nemcog.org](mailto:dbaum@nemcog.org)

## WHAT YOU'LL FIND INSIDE

ABOUT NEMCOG \_\_\_\_\_ 2

NEMCOG MEMBERSHIP \_\_\_\_\_ 9

NEMCOG PROJECT TEAM \_\_\_\_\_ 11

PROJECT PROPOSAL \_\_\_\_\_ 13

NEXT STEPS \_\_\_\_\_ 15





## ABOUT NEMCOG

The Northeast Michigan Council of Governments (NEMCOG) is a regional planning organization established in 1968 under Public Act 281 of 1945. NEMCOG routinely engages with local partners and agencies in regional planning, community development, and economic development projects within an eight-county region (**Alcona, Alpena, Cheboygan, Crawford, Montmorency, Oscoda, Otsego, and Presque Isle** counties). Within the last decade, NEMCOG has been leading multiple regional projects which also include three additional counties (Iosco, Ogemaw, and Roscommon) for a total of 11 counties. This 11-county region aligns with the “Prosperity Regions” previously established by the State of Michigan.



## ECONOMIC & COMMUNITY DEVELOPMENT

### Region 3 MEDC-CDC

NEMCOG is the convener of the Region 3 MEDC-Collaborative Development Council which has representatives from state and local agencies and economic development professionals from across the northeast region. This council meets once a month to collaborate and coordinate on economic and community development issues within the region. In addition, each year, NEMCOG works with the MEDC-CDC to implement a designated project. Past projects have included the development of a business resource website (<https://www.growmibusiness.org/>), a talent/tourism hub (<https://www.northeastmichigan.org/>), and the development of economic promotional videos for each county in the region. NEMCOG continues to maintain these websites.

## Designated Economic Development District & CEDS

NEMCOG is also the designated Economic Development District for Northeast Michigan (designated by the U.S. Economic Development Administration - EDA). As part of this program, NEMCOG creates and maintains the regional Comprehensive Economic Development Strategy (CEDS) which is a five-year strategy that outlines goals and strategies for supporting communities, future economic expansion, talent advancement, enhancement, and community development. NEMCOG frequently receives federal funding from the Economic Development Administration (EDA) to assist local communities with projects that further economic development. In addition, NEMCOG works with local units of government to assist them in obtaining funding from the EDA for projects within their communities.

## Site Selection

NEMCOG maintains the available properties listed on the MEDC's site selection portal to ensure that the region is represented when developers search for available properties with certain specifications.

## Prosperity Initiative

NEMCOG also led the 11-county Northeast Michigan Prosperity Initiative, which formalized a collaborative relationship among local and regional partners and led projects with the goal of creating sustainable economic development, rising employment, and a better quality of life for residents. The Prosperity Initiative, a multi-faceted project, focused on the development of regional plans to address the following: placemaking, branding, business growth, tourism, wood products development, local foods development and marketing, energy efficiency, aerospace, workforce/talent development, and infrastructure. NEMCOG coordinated the members of focus groups that addressed each issue. In addition, NEMCOG led regional projects within specific issue areas.

## MEDC Redevelopment Ready Communities Program (RRC)

NEMCOG works with the MEDC to assist communities in obtaining RRC certification. This includes assisting with entry into the program and assisting communities with meeting their RRC Best Practices to become certified.

## Local Foods Initiative

NEMCOG assists with programs which address the demand and interest in producing, selling, and consuming locally grown foods.

## TRANSPORTATION PLANNING



Each year, NEMCOG receives state funds under the statewide "Regional Transportation Planning" program as legislated by Act 51's Michigan Transportation Fund (MTF). The Regional Transportation Program serves local units of government and the Michigan Department of Transportation by providing a variety of transportation-related information and analysis needed for decision-making in non-metropolitan areas. NEMCOG's work program includes the following activities:

### Administration

We provide program and financial status accounts that satisfy the requirements of MDOT and provide program administration and management support.

### Technical Assistance to MDOT

We assist in various tasks to update the Statewide Long-Range Plan (SLRP) and a State Transportation Improvement Program (STIP). Included are potential coordination and hosting of public involvement meetings as required. Also, we provide assistance in various tasks in addressing specific

department issues, projects, and programs such as road, transit, non-motorized, rail, marine, airport, State Planning and Research (SPR) Program, Federal Transit Administration (FTA) Program, Enhancement (ENH) Program, Heritage Route (Scenic By-Ways) Program, and other Department projects, programs, and issues. We work with MDOT through the Program Coordinator and Manager, MDOT Regions, and Transportation Service Centers (TSC), to reach mutual agreement on processes and resources in conducting such work.

### Technical Assistance to Member Agencies

We provide services to local transportation-oriented entities with activities to improve existing transportation systems, add new transportation systems, and address local transportation issues directly relating to future actions to improve the area's transportation system.

### Asset Management

We provide Technical Assistance to the Michigan Transportation Asset Management Council (TAMC). We participate in a multi-agency team to collect PASER data on the eligible federal aid road network within the region. We provide information and assistance to local agencies on the Asset Management Process.

### HPMS Update

We assist MDOT by annually updating sample segment data in accordance with the Highway Performance Management System (HPMS), Traffic Monitoring Guide (TMG), and American Association of State Highway and Transportation Officials (AASHTO) guidelines, as provided by MDOT.

### Traffic Counting

We obtain traffic volume data and determine AADT for strategic locations within the region and assist MDOT in obtaining supplemental counts and counts provided to developers, local jurisdictions, and others agencies.

### Public Involvement

We assist MDOT in providing the public an opportunity, as appropriate, to review and comment on activities related to this program.

## TOURISM

### US 23 Heritage Route

NEMCOG created, manages, and administers the US 23 Heritage Route program, a six-county Pure Michigan Byway focused on collaborative marketing and promotion of the Lake Huron coast. Within this program, NEMCOG coordinates about 60 program volunteers from various local governments, state agencies, federal agencies, and interest groups to keep the program running smoothly. Elements of the US 23 program include a tourism “plan your trip” website, the creation of brochures, map guides, a water trail flip book, a magazine, and promotional videos. All print materials are designed and website work is done in-house by NEMCOG staff. <http://www.us23heritageroute.org/>



### Up North Trails

NEMCOG manages the Up North Trails program which is a multi-regional program that promotes over 12,000 miles of trails (motorized and nonmotorized) in Northern Michigan, the Upper Peninsula, and Genesee County. <http://www.upnorthtrails.org/>



### Regional Talent & Tourism Hub

NEMCOG staff developed a “talent and tourism hub” which is a program to assist with attracting talent to the region based on its natural and cultural assets. The program also doubles as a tourism attraction program for visitors. <https://www.northeastmichigan.org>

## MASTER PLANS

NEMCOG has worked with many local units of government to write Master Plans. We work with local Planning Commissions to write a Master Plan that analyzes a community's social and economic characteristics, natural resources including climate, geology, topography, soils, water resources, wetlands, woodlands, fish and wildlife, and scenic features, public utilities, transportation networks, medical facilities, recreation, schools, and existing land use patterns. From these analyses and after gathering public input from community members and those outside the community, NEMCOG staff assists the Planning Commission in the creation of Goals & Objectives and a Future Land Use Plan which guides the development of the community for the next 20 years. NEMCOG uses innovative planning techniques to tailor Master Plans to guide sensible development which is in harmony with the uniqueness of Northeast Michigan.

## MASTER PLANS

### ALCONA CO COUNTY

Village of Lincoln DDA Plan (RRC)  
City of Harrisville (RRC)  
Village of Lincoln  
Tri-Township (Alcona, Caledonia, Hawes)  
Curtis Township  
Mitchell Township

### ALPENA COUNTY

Alpena County  
City of Alpena (RRC)  
Green Township  
Wilson Township  
Ossineke Township  
City of Alpena Marina Plan  
Alpena Township Nature Preserve  
Huron Greenways Stewardship Plan  
Ecotourism on the Sunrise Coast  
Sunrise Coastal Trail Plan

### CHEBOYGAN COUNTY

Mackinaw City  
Tuscarora Township  
Village of Wolverine

### CRAWFORD COUNTY

Beaver Creek Township  
Frederic Township  
Maple Forest Township  
Grayling Charter Township  
South Branch Township  
Crawford County  
Lovells Township

### EMMET COUNTY

Village of Pellston

### IOSCO COUNTY

Tawas City  
Au Sable Township

### MONTMORENCY COUNTY

Briley Township (RRC)  
Albert Township  
Village of Hillman

### OGEMAW COUNTY

City of West Branch (RRC)

### OTSEGO COUNTY

Livingston Township  
Otsego County (in process)  
Charleton Township (in process)  
Livingston Township (in process)  
Chester Township (in process)  
City of Gaylord (in process)

### PRESQUE ISLE COUNTY

Presque Isle County/Village of Posen  
Rogers City (RRC)  
Krakow Township  
City of Onaway n (RRC Project)  
Bearinger Township

### ROSCOMMON COUNTY

Village of Roscommon (RRC)

## RECREATION PLANS

The Michigan Department of Natural Resources requires communities to have a DNR-approved recreation plan to qualify for DNR Recreation Grant programs. Recreation plans are valid for a five-year period. NEMCOG staff works with local communities to create recreation plans as well as assists these communities with the grant application process. There are many steps involved in creating a DNR-approved recreation plan, and NEMCOG staff works closely with Planning Commissions and Recreation Boards to guide them through the process as well as to create the plan itself.

## RECREATION PLANS



### ALCONA COUNTY

Village of Lincoln  
City of Harrisville  
Caledonia Township  
Harrisville Township

### ALPENA COUNTY

Wilson Township  
Ossineke Township  
Sanborn Township  
City of Alpena  
Long Rapids Township  
Alpena County  
Green Township  
Charter Township of Alpena  
Ossineke Township

### CHEBOYGAN COUNTY

Forest Township  
Tuscarora Township

### CRAWFORD COUNTY

Frederic Township  
Grayling Charter Township  
Crawford County  
Lovells Township

### IOSCO CO

Tawas City  
Au Sable Township

### MONTMORENCY COUNTY

Village of Hillman  
Rust Township  
Briley Township

### OTSEGO COUNTY

Otsego County/Elmira  
Township  
City of Gaylord

### PRESQUE ISLE COUNTY

Presque Isle County

## ZONING ORDINANCES

NEMCOG is one of the premier zoning service agencies in the State of Michigan and provides a wide variety of zoning services to counties, townships, cities, and villages in northeast Michigan including comprehensive review and analysis of a community's current zoning, updates/amendments, and complete rewrites of a community's zoning ordinance. NEMCOG staff provides expertise in rural and urban zoning as well as on current issues in the field of zoning. We specialize in providing a graphic-rich zoning ordinance that is easy for local officials and the public to use. By working closely with local Planning Commissions, we tailor zoning ordinances to make the most sense for the community.

<b>ZONING ORDINANCES</b>	<b>ALCONA COUNTY</b> City of Harrisville Village of Lincoln Gustin Township Hawes Township Haynes Township Alcona Township Mikado Township Caledonia Township	<b>CRAWFORD COUNTY</b> City of Grayling Grayling Township Beaver Creek Township Frederic Township Maple Forest Township	<b>MONTMORENCY COUNTY</b> Briley Township (RRC) Village of Hillman Hillman Township (in process) Albert Township Montmorency Township Updates Avery Township Rust Township
	<b>ALPENA COUNTY</b> City of Alpena (RRC) Alpena Township Ossineke Township Wilson Township Green Township Sanborn Township	<b>EMMET COUNTY</b> Emmet County West Traverse Township Village of Pellston	<b>OGEMAW COUNTY</b> City of West Branch (RRC)
	<b>CALHOUN COUNTY</b> City of Albion	<b>GLADWIN COUNTY</b> Secord Township Clement Township	<b>OTSEGO COUNTY</b> City of Gaylord (in process)
	<b>CHEBOYGAN COUNTY</b> Mackinaw City	<b>IOSCO COUNTY</b> AuSable Township Wilber Township Tawas Township Tawas City Reno Township (in process) Sherman Township (in process)	<b>PRESQUE ISLE COUNTY</b> Rogers City Krakow Township Presque Isle Township
			<b>ROSCOMMON COUNTY</b> Village of Roscommon (RRC)

## PLANNING SERVICES

NEMCOG has contacts with communities to provide planning services such as ordinance amendments, site plan review reports, special use reports, Zoning Board of Appeals reports, general ordinance development, application form development, and general consulting. Planning services are charged on an hourly basis.

## GIS MAPPING

NEMCOG provides GIS services and professional map design. GIS integrates common database operations such as query and statistical analysis with the unique visualization and geographic analysis benefits offered by layered maps. NEMCOG staff offers many different types of mapping services such as:

- Map layout for print publications
- 911 Mapping
- Parcel Mapping & Maintenance
- Land Use/Land Cover Maps
- Zoning Maps
- Recreation Maps and Development Plans
- Transportation Maps

- Infrastructure Maps
- Cemetery Maps
- Tourism Maps
- Natural Resource Maps
- Asset Maps
- Oil and gas well maps
- Custom Maps

<b>PLANNING SERVICE CONTRACTS</b>	1. City of Alpena
	2. Charter Township of Alpena
	3. City of Grayling
	4. Rogers City
	5. Green Township
	6. Long Rapids Township
	7. Wilson Township
	8. City of Harrisville
	9. Village of Lincoln
	10. Ossineke Township
	11. Curtis Township
	12. Village of Hillman
	13. West Traverse Township
	14. West Branch
	15. Grayling Charter Township
	16. Clement Township
	17. Tawas City
	18. Presque Isle Township
	19. Clement Township

## TRAILS

### Up North Trails

NEMCOG created, administers and maintains the trails and recreation point data on the Up North Trails promotional website for all of northern Michigan including the Upper Peninsula. This program includes the promotion of all federal, state, and local trail systems. The website includes an interactive map showing each trail and the surface type, lengths, and uses allowed for each trail segment. In addition, users can view nearby trail systems to plan their activities. Local communities and nearby points of interest are also promoted. In addition, NEMCOG designs trail maps for kiosk signs and also provides design and construction drawings to communities who wish to use the Up North Trails official design standards (approved by the MDNR).

### Iron Belle Trail

NEMCOG assists communities along the proposed Iron Belle Trail route to plan and implement the development of portions of the Iron Belle Trail.

### Trail Planning

NEMCOG assists communities with general trail planning projects. A recent example is the Sunrise Coastal Trail Feasibility Study which planned for a proposed trail connecting Alpena to Oscoda.

### MDOT Road & Trail Bicycling Guide

NEMCOG collects and maintains road, trail, and park data which is used for the MDOT Road and Trail Bicycling Guide. In addition, NEMCOG completes the design and layout of this guide for both Northeast and Northwest Michigan regions.

### MDOT Active Transportation Plan

NEMCOG works with local communities to create and update the MDOT Non-Motorized Trail plan for our region.



## BROADBAND DEPLOYMENT

NEMCOG serves as the Broadband Navigator for the region. Navigators are tasked with providing technical assistance to local and regional stakeholders, gathering and disseminating broadband information throughout the region, liaising with the Connecting Michigan Taskforce, and acting as the regional single point of contact for everything related to broadband in coordination with Connected Nation Michigan Staff, MEDC, CDBG, and the Michigan High-Speed Internet Office. Navigators work with local and regional stakeholders to assist in the coordination, development, and execution of broadband planning in response to the ongoing need for broadband access adoption and use.

## COMMUNITY CORRECTIONS

NEMCOG staff serves our local communities by providing community corrections services. Community Corrections provides local programs for moderate to high-risk, non-assaultive offenders in lieu of jail, or to reduce the length of incarceration. These programs include employment, education, substance abuse treatment, mental health services,



and community service work. These services address client-specific needs and aid in reducing recidivism. The Northeast Michigan Office of Community Corrections provides programming in Alpena, Alcona, Cheboygan, Crawford, and Otsego Counties with a wide variety of programming.

## RECYCLING

NEMCOG assists local communities with recycling programs, has obtained funding to hold e-waste events in each county and, most recently, administers a materials management program with the goal of connecting businesses with recyclables from the region. In addition, NEMCOG provides recycling information on our website.

## MILITARY

NEMCOG administers the implementation of a military Joint Land Use Study (primarily within Crawford and Alpena counties) (funded by the U.S. Department of Defense) which promotes and enhances civilian and military communication and collaboration, serves as a catalyst to sustain the military mission, and promotes public health, safety, quality of life, and economic viability of a region. This program is a collaborative effort between Camp Grayling, the Alpena Combat Readiness Training Center, state and federal agencies, and the numerous communities within a 20-mile radius of each installation.

## ENVIRONMENTAL/NATURAL RESOURCE PLANNING

NEMCOG works with local communities to write and implement plans related to natural resources and the environment. These plans include wildfire management, watershed, coastal resource, and many more.

## GRANT WRITING ASSISTANCE

NEMCOG routinely writes grants for local communities and provides technical assistance to those that are writing their own grants. There is a wide variety of grants NEMCOG assists with including recreation, economic and community development, recycling, natural resource, and many others.

## MUNETRIX

NEMCOG funds our region's involvement in Munetrix, which provides access to each community's fiscal database. This database can be used by anyone to identify trends, compare municipalities, and assess risk.

## DOCUMENT LIBRARY

NEMCOG maintains an online regional document library on our website which contains documents related to our communities that we have on file. The search interface allows a user to search based on the document title, date, type, or municipality. Documents range from current to historic. <http://www.discovernortheastmichigan.org/documentlibrary.asp>.

## ASSET MANAGEMENT

NEMCOG staff has been certified in Asset Management to work collaboratively at the local levels to assist communities in planning for the maintenance, enhancement, and investment in all public assets.



## NEMCOG MEMBERSHIP

NEMCOG has been very fortunate to be supported by members inside and outside of the region. All eight of our counties are members in addition to all of the cities. Additionally, many of the villages and a number of townships have chosen to be members. Members of NEMCOG receive a significant discount on contracts for individual projects (for things like zoning ordinance development, master plans, recreation plan, and general planning services). Following is a list of current members:

- |                         |                              |                           |
|-------------------------|------------------------------|---------------------------|
| 1. Alcona County        | 17. Village of Lincoln       | 33. Lovells Township      |
| 2. Alpena County        | 18. Village of Mackinaw City | 34. Maple Forest Township |
| 3. Cheboygan County     | 19. Village of Wolverine     | 35. Mikado Township       |
| 4. Crawford County      | 20. Albert Township          | 36. Ossineke Township     |
| 5. Montmorency County   | 21. Alcona Township          | 37. Presque Isle Township |
| 6. Oscoda County        | 22. Alpena Township          | 38. Reno Township         |
| 7. Otsego County        | 23. AuSable Township         | 39. Rust Township         |
| 8. Presque Isle County  | 24. Avery Township           | 40. Sanborn Township      |
| 9. City of Alpena       | 25. Briley Township          | 41. South Branch Township |
| 10. City of Cheboygan   | 26. Caledonia Township       | 42. Tuscarora Township    |
| 11. City of Gaylord     | 27. Clement Township         | 43. Wilson Township       |
| 12. City of Grayling    | 28. Curtis Township          | 44. Greenwood Township    |
| 13. City of Harrisville | 29. Green Township           | 45. Gustin Township       |
| 14. City of Onaway      | 30. Greenbush Township       |                           |
| 15. City of Rogers City | 31. Hawes Township           |                           |
| 16. Village of Hillman  | 32. Hillman Township         |                           |

## WHAT IT MEANS TO BE A MEMBER OF NEMCOG

NEMCOG staff is periodically asked the question “What do I get for being a member of NEMCOG?”. This document serves to provide an explanation of the organization, the programs that operate within the organization, and the projects that NEMCOG completes. Membership dues from our counties, cities, villages, and townships support the base-level costs incurred by our organization. In short, our membership dues allow our organization to exist in order to allow the programs listed in the document to go forward. There is no annual state or federal funding that our organization receives to stay in operation. Besides membership dues, all other operational funding is obtained through grant programs and federal, state, and local contracts. We have been very fortunate, since 1968, that our region has continued to support the organization through membership to allow us to continue to serve the region. All of the programs listed under “NEMCOG Programs” exist because our membership dues allow us to stay in operation in order to pursue the programs listed which benefit our region as a whole and the individual communities. Each and every program listed exists because our membership allows us to exist as an organization. We focus on our member communities when implementing regional programs. In addition, members of NEMCOG contribute to a regional voice to influence policy at the state and federal levels. Together, our members have been able to make a difference. Lastly, our members receive a significant discount on services when they need an individual project completed.

**Membership dues are annual and are based on your population. When you engage NEMCOG in a project, members are charged \$85 per hour and non-members are charged \$100 per hour.**

## REGIONAL PLANNING ORGANIZATIONS

The Northeast Michigan Council of Governments (NEMCOG) is a Regional Planning Organization (RPO). Michigan’s Regional Planning Organizations are a vital and evolving regional resource. To know how to use a Regional Planning Organization, it is useful to have some essential information. The following is a brief sketch of what RPOs are and how they function.

## A Brief History

The creation of Michigan's Regional Planning Organizations was enabled through the Michigan Public Act 281 of 1945. Over time the State has been divided into 14 regions, each supported by a regional planning organization. It is a matter of local choice whether the units of government within each region elect to participate in the support of their regional planning organization through its governance and funding. Each RPO has a governing board made up of local elected officials, appointed officials, and citizen representatives. Through this board and other local outreach, the region determines the direction of its planning efforts.

## Who Do We Serve?

Regional Planning Organizations, Regional Planning Commissions, Regional Councils of Government are all essentially the same thing. They were formed to serve village, city, township, and/or county governments as they plan for the future. They are also uniquely situated to implement state and federal initiatives to the local units of government within the region. RPO's often stand at an important junction between local jurisdictions and the state and federal governments. Because of the unique space that they occupy they are a valuable connection to link resources together within the region as well as a connection for local units to state and federal resources.

## How Are We Funded?

The funding structure is unique to each region. Typically, the funding framework is built around local units of government that choose to be served by a Regional Planning Organization and make an annual contribution toward its operation. Additional local funding might also come via individual contracts for local-level plans (e.g. township master plan, county recreation plan). State funding could come in the form of grants to carry out locally requested planning studies (e.g. a watershed management plan) or delivering a planning-related product called for at the state level but tied to the resources in a particular region (e.g. regional trails plan). Federal funding could come through a regional planning component of a federal initiative (e.g. some regions are EDA economic development districts). All regions function without profit.

## Who Works For Us?

Each Regional Planning Organization has a staff that is shaped by the needs of that region. All RPO's are staffed by professional planners. Regions with metropolitan areas will have transportation planners on the staff of their RPO. Regions with significant environmental resources will have environmental planners on staff. Regions that rely on their RPO to perform economic development activities will have a planner specializing in economic development.

## How Do We Help Government?

The ways that RPO's serve local units of government are in many respects the same as how they serve state and federal government. Through RPO's, planning expertise can be centrally located within a region and applied to the needs of large and small units of government. An ideal world might find a professional planner located in each local unit of government. Similarly, each state agency might house a staff of professional planners. But for reasons of fiscal responsibility and sometimes necessity, resources are allocated differently. The tasks that once might have been performed by "in-house" planners are now frequently farmed out to regions. This is a highly efficient method of utilizing expertise only when it is needed. Thus, there are very few "down cycles" at RPO's because while one community planning need is being addressed, others are waiting their turn. The very paradigm that regions operate under is often one that can be applied to the use of other local and state resources. By consolidating resources at the regional level, those resources can be applied in a way that has the greatest benefit across the entire region. Regional Planning Organizations have advocated this kind of responsible, efficient use of resources since their inception.

## The Michigan Association of Regions

The Michigan Association of Regions (MAR) is an organization of the directors of each of the fourteen Regional Planning Organizations. MAR meets monthly to discuss issues impacting RPOs and the state. Through MAR, directors can collaborate on best practices and other successful approaches to mutual challenges. MAR frequently acts as the central point of contact where all the regions can be addressed. MAR holds an annual conference to educate and inform RPO staff and board members.



## NEMCOG PROJECT TEAM

### Doug Baum

EXECUTIVE DIRECTOR

989.390.5031  
dbaum@nemcog.org

Alpena Community College

#### SERVICE AREAS

- Economic Development
- Grants
- Budgeting
- Municipal Administration
- Public Safety

#### EXPERIENCE

- Doug has been with NEMCOG since 2022
- Former City Manager/Police Chief at the City of Grayling
- Chairman of the Regional Prosperity Initiative – an 11-county initiative with the goal of bringing economic prosperity to Northeast Michigan
- Region 3 MEDC-Collaborative Development Council
- Public safety experience including Sheriff of Montmorency County, the first 911 Director of Montmorency County, EMS Director of the Tri-Township Ambulance Service, & Fire Chief of Albert Township
- Former small business owner

### Denise Cline

DEPUTY DIRECTOR/CHIEF PLANNER

517.925.8533  
dmcline@nemcog.org

Indiana State University  
MA Geography (Geology)

Western Michigan University  
BA Communications (Broadcasting)/  
Political Science

Penn State University  
Certificate of GIS

Michigan State University  
Certificate of Watershed Management

Northwestern MI College  
AA Liberal Arts

#### SERVICE AREAS

- Zoning Ordinances
- Master Plans
- Recreation Plans
- US 23 Heritage Route
- Marketing & Tourism
- Trail Mapping
- Geographic Information Systems
- Map & Brochure Design
- Planning Assistance

#### EXPERIENCE

- Denise has been with NEMCOG since 2004
- Has written 43 zoning ordinances & 20 master plans
- MEDC Technical Advisory Committee
- Zoning Administrator
- City of Alpena Planning Commission (former)
- Forest Home Township Recreation Commission (former)
- MSU Extension Trainer – Citizen Planner (former)
- Marketing at Kalamazoo Chamber of Commerce
- Marketing & Research at 9&10 News

## Nico Tucker

SENIOR PLANNER

989.619.4069

ntucker@nemcog.org

Michigan Tech University  
Engineering

### SERVICE AREAS

- Transportation Planning Programs
- Transportation Asset Management
- Recreation Plans & Trail Programs
- Geographic Information Systems
- Broadband
- Environmental Programs/Watershed Plans

### EXPERIENCE

- Nico has been with NEMCOG since 2004
- Stream Habitat Enhancement/Streambank Restoration
- Montmorency Conservation District

## Eric Szymanski

REGIONAL PLANNER

989.705.3722

eszymanski@nemcog.org

Central Michigan University  
BA Geography & Social Science

Alpena Community College  
Geography

### SERVICE AREAS

- Master Plans
- Recreation Plans
- Community & Economic Development

### EXPERIENCE

- Eric has been with NEMCOG since 2021
- Former Community Development & Planning Director
- Presque Isle Township Planning Commission & ZBA
- Former Field Appraiser – Alpena County

## Theresa Huff

EXECUTIVE ASSISTANT

989.705.3731

thuff@nemcog.org

### SERVICE AREAS

- Communication
- Correspondence
- Office Management

### EXPERIENCE

- 34 years of administrative experience (with NEMCOG since 2014)
- Administrative Assistant at CPA Firm (15+ years)
- Marketing Assistant (9+ years)

## NEMCOG Awards

- 2018 Recycling Award – Michigan Recycling Coalition Conference
- 2017 “Governor’s Award for Innovative Tourism Collaboration” for US 23 Heritage Route.
- 2017 “Governor’s Award for Innovative Tourism Collaboration” for Up North Trails.
- 2017 Emmy Nomination for Best Commercial Campaign “Silence”
- 2013 Individual Award to Nico Tucker from Michigan Transportation Asset Management Council
- 2011 “Trailblazer Award” from the National Association of Development Organizations (NADO) for the US 23 Heritage Route - one of four projects in the U.S. to receive this award.
- 2010 Rusty Gates Award to Nico Tucker from The Headwaters Chapter of Trout Unlimited



## PROJECT PROPOSAL: RECREATION PLAN UPDATE

A joint project with Alpena Township, Green Township, Ossineke Township & Wilson Township

### Scope

The Northeast Michigan Council of Governments (NEMCOG) is submitting a proposal to update the Alpena County Recreation Plan. This project will be completed jointly with Alpena Township, Green Township, Ossineke Township, and Wilson Township. The following outlines the process:

### Components of the Recreation Plan

All sections of the Recreation Plan will be updated:

#### Community Description

The Community Description section contains information pertaining to the jurisdiction of the recreation plan and the extent of the plan focus.

#### Administrative Structure

Planning for and providing park and recreation services and open space for a community requires staff (or volunteers) and funds to purchase recreation land and open spaces and to develop, operate, and maintain them. This section contains a description of how the park and recreation functions are carried out in Alpena County.

#### Recreation Inventory

This section contains a description of each recreational facility in the County, maps, barrier-free accessibility assessments, and a DNR Recreation Grant Inventory. Included also are the Post-Completion Self Certification Reports that are now required for each facility for which DNR grant funding has been awarded in the past (including the required photos).

#### Description of the Planning and Public Input Process

Planning methods and a description of the public input process are detailed in this section.

#### Public Input

Two methods of public input are required in a Recreation Plan. One method is the input gathered at the required public hearing prior to adoption of the plan. The other method of public input will take the form of an online public input survey.

#### Goals and Objectives/Action Program/Basis for Action

These sections describe the goals and objectives developed during the preparation of the plan. It also identifies how the County intends to meet, or work towards meeting, its goals and objectives over the next five years. It contains specific projects/improvements, cost estimates, as well as a general timeline for intended improvements. In addition, a basis for action will justify needed improvements.

**Final Deliverables: All chapters of the Recreation Plan will be provided in electronic format in Microsoft Word and PDF format. GIS and maps datasets will be provided, if applicable. 12 hard copies of the Recreation Plan will be provided.**

## Services to be provided by the Municipality

Alpena County will make available, free of charge, all existing information pertinent to the planning process such as any existing maps, lists of facility improvements since the last recreation plan, digital data, reports, or file material. NEMCOG shall not sell or redistribute any digital data created by and obtained from Alpena County. The County also agrees to provide input throughout the process.

Draft documents in digital format will be provided to Alpena County during preparation of the plan. Alpena County agrees to provide draft hard copies for those individuals involved in the planning process (who request hard copies). Alpena County also agrees to pay for publication of all required public notices and postage for the mailing of the plans to appropriate entities.

## Proposed Costs

The municipality agrees to maintain membership in the Northeast Michigan Council of Governments for the duration of the project.

Staff Time	\$5,890
Meetings held jointly with townships (2 in-person)	\$1,070
Copies of Plan	\$240
Administration	\$800
<b>Total Cost</b>	<b>\$8,000</b>

**Meetings:** NEMCOG will charge for an in-person meeting for attendance even if there is no quorum. In the event that a scheduled in-person meeting with NEMCOG staff is cancelled by the municipality, there shall be at least five hours' notice given to NEMCOG staff prior to the scheduled meeting time. If less than five hours' notice is given, then an extra in-person meeting fee shall apply.

**Extra Meetings:** Besides the meetings included as part of the costs above, if the municipality requests NEMCOG staff attend an additional meeting, the cost per meeting shall be \$535 for an in-person meeting and \$200 for a virtual or phone meeting.

**Print Copies:** Extra print copies of the Master Plan shall be \$20 each. Print copies of large wall maps shall be \$20 each.

## Timeline

2023											
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
			Public Input Survey	Public Input Survey	Public Input Survey	Plan Development	Plan Development	Plan Review	Plan Review	Plan Review	Plan Adoption
2024											
JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Plan Adoption											

- Public Input Survey
- Plan Development
- Plan Review
- Plan Adoption



## NEXT STEPS

Thank you for the opportunity to propose services to your municipality. We are confident that NEMCOG can meet and exceed your expectations. Please feel free to contact us with any questions about this proposal. After the legislative body of your municipality has reviewed/approved this proposal, NEMCOG will provide you with a contract for services.

**Doug Baum | 989.390.5031 | [dbaum@nemcog.org](mailto:dbaum@nemcog.org)**