

February 11, 2015

Dear Task Force Member,

Friday's meeting is fast approaching and we wanted to get an agenda out to you prior to the meeting. Please note: if you have notified your facilitator you are unable to make the meeting and need to call in, another agenda with call information has been provided to you.

Meeting information is as follows: February 13, 2015 from 1:15 to 4:45 p.m. in Atrium ConA/ConB, Constitution Hall, 525 West Allegan, Lansing, Michigan, building is on the southeast corner of Allegan and Pine Street. Entrance to Constitution Hall is on the far-east side of the building. There will be staff at the entrance to direct you to the meeting rooms. Parking has been arranged at the Library of Michigan one block west of Pine Street. Directions and payment information can be found at: <http://michigan.gov/libraryofmichigan/0,2351,7-160--123290--,00.html#visit>

**Silver Lake ORVA - Agenda  
Access Enhancement Strategic Planning Process  
General Format**

**WORK SHOP PROTOCOL:**

1. This is a participatory workshop. Everyone needs to take a turn and participate.
2. Time limits are identified to help focus input.
3. Be respectful as all ideas are important but not all are achievable.
4. Listening is the key.
5. Cooperation is needed to reach the desired outcome.

**GOALS:**

6. Enhance customer access to the SLORVA (including reducing wait line).
7. Improve efficiency.
8. Sustain a quality, safe recreation experience for users of the SLORVA.

**“ON THE SAME PAGE” DISCUSSION:**

(ENTIRE GROUP)

**Introductions – 20 min**

- Task Force A, B, C, & D will gather in Constitution Hall, Room A & B to review work shop goals
- Meet the facilitators and officials
- Set the agenda for the day

**TASK FORCE WORK:**  
(INDIVIDUAL TASK FORCE GROUPS)

**Task 1 - Goals/Outcomes - 25 min**

Question:

What outcomes do we need to identify to be successful related to **your assigned task force**?

List the top 3 to 5 measurable goals.

An example might be:

- Upon arrival you will enter the ORV area within 15 minutes
- No line longer than 1/2 mile

**Task 2 - Expectations - 20 min**

Question:

What are the top 5 expectations the procedures must meet or satisfy related to **your assigned task force**? This includes those in the guidelines in the work shop expectations.

To require that every action step and procedure effectively accommodates ALL customers of SLORVA:

- First time users
- Infrequent users
- Users from a distance greater than 100 miles who do not own property in the area
- Frequent users of the ORV area
- Customers with plated off-road vehicles
- Customers with trailered off-road vehicles
- Commercial users
- Lease holders

**Task 3 - The Plan – 60 min**

Question:

What are the varied procedures that could be instituted that will yield the desired outcomes (from Task 1)? List the elements/options but be specific, avoid general statements. List all, and then reach a consensus on the best 2 or 3. **NOTE: Input can be obtained from the local officials to insure that the plan is achievable.**

**Action steps**

- **KEY - the task force group must reach consensus on 2 or 3 strategies and associated details.**
- Prepare for a 5 minute presentation for the entire task force group

**PRESENTATIONS:**  
(ENTIRE GROUP)

**Task 4 - Presentation - 40 min**

Present your plan with the specifics using supplied maps, charts, etc. to justify your strategies. The plan must meet all the guidelines.

**Task 5 - Priorities - 25 min**

Vote to set the priorities:

Each task force member has 12 stickers to vote for your top 3 priority outcomes of each of the 4 task forces

Establish the next meeting agenda – Lansing or Hart

**Next step - 20 min**

Based on the consensus priorities this will form a framework for a final draft strategic plan. Bring the full task force back to review all outcomes, expectations and final plan including permitting agencies etc. This will occur on February 25th from 1:00 p.m. to 4:30 p.m. at a location picked by the committee.

If you have general questions, the DNR-PRD phone number is 517-284-7275.

Thank you again for your dedication to SLORVA and helping to make Silver Lake State Park a great destination where memorable experiences are made. We look forward to seeing everyone on Friday.

Work Shop Coordinators

Ron Olson, PRD Chief

Charlotte Kiefer, Silver Lake State Park Unit Manager

Jacklin Blodgett, Program Services Section Chief

Department of Natural Resources – Parks and Recreation, Law and Marketing & Outreach Team