

**CHARTER TOWNSHIP OF GARFIELD
PARKS and RECREATION COMMISSION
MEETING MINUTES
April 1, 2024**

Roll Call of Commission Members:

Present: Andy Hoort, Chris Remy, Denise Schmuckal, William Scott, Fern Spence

Absent and Excused: Art Bukowski, Chris DeGood

Staff Present: Deputy Planning Director Steve Hannon, Parks Steward Sean Kehoe

Call to Order: Vice Chair Spence called the meeting to order at 6:03 pm.

Pledge of Allegiance: Recited by all in attendance.

1. Public Comment (6:03)

None

2. Review and Approval of the Agenda – Conflicts of Interest (6:04)

Commissioners noted that the agenda needed to be amended to strike “Election of Officers” since this was completed at the previous meeting.

Hoort moved and Scott seconded to approve the agenda as amended.

Yeas: Hoort, Scott, Remy, Schmuckal, Spence

Nays: None

3. Review and Approval of Meeting Minutes – February 5, 2024 (6:05)

Schmuckal moved and Hoort seconded to approve the minutes of February 5, 2024 as presented.

Yeas: Schmuckal, Hoort, Remy, Scott, Spence

Nays: None

4. Correspondence (6:06)

None

5. Reports (6:07)

a. Commissioner Reports

Schmuckal updated Commissioners on the status of the Township Manager position and Building Official search.

b. Staff Report/Updates**i. Parks Steward Report (6:06)**

Kehoe submitted his report in writing and indicated that the staff are updating kiosk maps at the parks. Staff and the Township Engineer met about the Copper Ridge trailhead project for Grand Traverse Commons Natural Area. The pickleball rules and regulations have been updated at Boardman Valley Nature Preserve. He is working on the pickleball court resurfacing project and obtaining bids.

Hannon added that some of the Township ARPA projects were tied to parks and trails and that staff is talking with TART regarding any needed easements for these trails.

6. Old Business (6:15)**a. PD 2024-22 – Commons Natural Area Accessible Trail Grant Project – Update**

Hannon gave an update about the Commons Natural Area accessible trail project that was recommended to receive grant money from the Michigan Natural Resources Trust Fund (MNRTF). Hannon said the actual MNRTF grant funds may not be distributed until later in 2024. Staff are working on other steps for a project agreement in anticipation of these funds. These steps included a description and boundary map of the area, obtaining any needed easements, securing matching funds and permits, and preparing the resolution for adoption by the Township Board.

The Township Board approved a contract with the Township Engineer for engineering on this project. A wetland delineation was completed in 2023 and will be used when applying for EGLE permits. Hannon also reviewed the steps and timeline for the project as well as the grant. Commissioners also discussed potential projects to submit for a grant application in 2025, including a future trailhead at Red Drive.

7. New Business (6:41)

None

8. Public Comment (6:41)

Spence was contacted by a resident regarding a parcel of land known as Sunny Hollow Park. Hannon said that staff had received other inquiries on the property and if it were considered a public park. Staff are of the understanding that this is common area owned by the property owners in the subdivision.

9. Items for Next Agenda – June 3, 2024 (6:49)

The next meeting will include an initial discussion on the priority project list, and Commissioners asked for an update on Township ARPA funds and projects.

10. Adjournment

Hoort moved and Remy seconded to adjourn the meeting at 6:51 pm.



Chris Remy, Secretary
Garfield Township Parks & Recreation
Commission
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