

**CHARTER TOWNSHIP OF GARFIELD
PARKS AND RECREATION COMMISSION MEETING**

Tuesday February 6, 2023 at 6:00 pm
Garfield Township
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

**Call Meeting to Order
Pledge of Allegiance
Roll Call of Board Members**

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Parks and Recreation Commission, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioner's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

2. Review and Approval of the Agenda – Conflicts of Interest

3. Review and Approval of Meeting Minutes – January 3, 2023

4. Correspondence

5. Reports

- a. Commissioner Reports
- b. Staff Report / Updates
 - i. Parks Steward Report

6. Old Business

- a. PD 2023-23 – GT Commons Natural Area Design Plan – Implementation / Grants

7. New Business

8. Public Comment

9. Items for Next Agenda – March 6, 2023

10. Adjournment

Garfield Township will provide necessary reasonable auxiliary aids and services, such as signers for hearing impaired and audio tapes of printed materials being considered at the meeting to individuals with disabilities upon the provision of reasonable advance notice to Garfield Township. Individuals with disabilities requiring auxiliary aids or services should contact Garfield Township by writing or calling Lanie McManus, Clerk, Ph: (231) 941-1620, or TDD #922-4412.

**CHARTER TOWNSHIP OF GARFIELD
PARKS and RECREATION COMMISSION
MEETING MINUTES
January 3, 2023**

Call to Order (6:04): The meeting was called to order at 6:04 pm.

Pledge of Allegiance (6:04): The Pledge of Allegiance was recited by all in attendance.

Roll Call of Commission Members (6:04):

Present: Chris DeGood, Chris Remy, Denise Schmuckal, and Fern Spence

Absent and Excused: Art Bukowski, Andy Hoort, and William Scott

Staff Present: Deputy Planning Director Steve Hannon

Introduction of William Scott – New Commission Member (6:04):

Commissioner Scott was absent and excused; he will be introduced at the next meeting.

Election of Officers (6:05):

Schmuckal moved and Spence seconded to keep the same officers as in 2022 including DeGood as Chair, Spence as Vice Chair, and Remy as Secretary.

Yeas: Schmuckal, Spence, Remy, DeGood

Nays: None

1. Public Comment (6:05)

None

2. Review and Approval of the Agenda – Conflicts of Interest (6:06)

Schmuckal moved and Remy seconded to approve the agenda as presented.

Yeas: Schmuckal, Remy, Spence, DeGood

Nays: None

3. Review and Approval of Meeting Minutes – December 5, 2022 (6:06)

Schmuckal moved and Remy seconded to approve the minutes from the December 5, 2022 meeting.

Yeas: Schmuckal, Remy, Spence, DeGood

Nays: None

4. Correspondence (6:06)

None

5. Reports (6:07)**a. Commissioner Reports**

Schmuckal indicated that the Township Board passed the 2023 budget at their December meeting.

Spence indicated that a social trail at River East Recreation Area along the bank of the Boardman River may be contributing to erosion, and that clearer signage may be needed in this area.

b. Staff Report/Updates

Hannon stated that the 2023-2027 Parks and Recreation Master Plan was available for public review and comment, and that a public hearing will be held at the Township Board meeting on January 10, 2023.

i. Parks Steward Report

The Parks Steward Report was submitted in writing.

6. Old Business**a. PD 2023-2 – Grand Traverse Commons Natural Area Design Plan Implementation (6:10)**

The Commissioners discussed the next steps for implementing the Grand Traverse Commons Natural Area Design Plan, including preparing for an application to the Michigan Natural Resources Trust Fund (MNRTF) grant program, which is due April 1, 2023. Staff indicated that ECT, the firm which assisted the Township with the Design Plan, could potentially help assist with grant preparation and the scope of work of their contract could be amended. Commissioners recommended ECT prepare a quote for grant preparation services.

Other funding opportunities include other grants or foundation sources. DeGood recommended Staff contact the Oleson Foundation on potential funding opportunities through their organization.

Commissioners also discussed the mountain biking trails and next steps for this portion of the park. Several mountain bikers including those from the Northern Michigan Mountain Bike Association (NMMBA) were in the audience. Commissioners agreed to form a subcommittee for mountain biking and recommended Remy to lead it, to tackle short-term issues for the mountain biking area, such as temporary signage and wayfinding, as well as long-term issues for the design of this area.

Schmuckal moved and Remy seconded to RECOMMEND that the Township Board prepare and apply for a Michigan Department of Natural Resources (DNR) Trust Fund Development Grant for the initial implementation of the Grand Traverse Commons Natural Area Design Plan, and any other grant Staff deems appropriate.

Yeas: Schmuckal, Remy, Spence, DeGood

Nays: None

7. New Business**a. PD 2023-1 – Parks and Recreation Commission 2022 Annual Report (6:42)**

Every year, the Parks and Recreation Commission provides a report on the parks system to the Township Board. Hannon provided an overview of the 2022 report. Commissioners agreed to receive and file the report and forward it to the Township Board.

8. Public Comment (6:43)

Tim Reicha of NMMBA gave comments on the plans for the mountain biking trail area at the Grand Traverse Commons Natural Area.

9. Items for Next Agenda – February 6, 2023 (6:45)

Items suggested for the next meeting agenda included an update on the grant application process for projects to implement the Grand Traverse Commons Natural Area Design Plan, as well as a discussion on suggestions for priority projects for the Township's American Rescue Plan Act funds. Commissioners discussed needing to have an extra meeting in March to help with the grant application process.

Schmuckal moved and Remy seconded to add a meeting to the Parks and Recreation Commission schedule for Monday, March 6, 2023 at 6:00 PM.

Yeas: Schmuckal, Remy, Spence, DeGood

Nays: None

10. Adjournment

DeGood adjourned the meeting at 6:51 pm.

Chris Remy, Secretary
Garfield Township Parks & Recreation
Commission
3848 Veterans Drive
Traverse City, MI 49684



Charter Township of Garfield

Parks Report

Silver Lake Recreation Area

Status quo

Working on new countertop in men's room.

Staking off drive better so vehicles stay on drive.

Researching filling blocks in restrooms for better heating.

Commons

Drone flyover with Sheriff's Dept. Located two old encampments. Nothing current.

No rogue trail building to date. Working with Mountain Bike Groups.

River East

Status quo at River East. Seems to be more users even in the winter.

Returned the remaining crates to Human Society to make room for tree cages and stakes from CRA.

Boardman Valley

Still keep an eye on beaver problem. No new trees dropped since last go around, but more lodges popping up.

Repaired a couple boards on boardwalk.

Looking to extend the crush gravel in the Spring to get over wet area just north of boardwalk.

Miller Creek

Removed a few smaller trees down across trail.

Experimented with spreading pine shaving during the wet and icy periods on the boardwalks. Seems to provide grip and less slipping.

Kid's Creek

Walked area with Ecoseds & CRA.

Status quo on trails.

Buffalo Ridge Trail

Contractor doing a good job clearing the trail for 'safe routes to school.'


Additional Information

Met with Planning, & Jennifer Graham in regards to prioritizing park projects for 2023 and 2024.

Submitted February 1, 2023

Derek Morton

Sean Kehoe

 Charter Township of Garfield Planning Department Report No. 2023-23		
Prepared:	February 1, 2023	Pages: 1
Meeting:	February 6, 2023 – Parks and Recreation Commission	Attachments: <input type="checkbox"/>
Subject:	Grand Traverse Commons Natural Area Design Plan – Grants / Implementation	

BACKGROUND:

The Township Board adopted the Garfield Township 2023-2027 Parks and Recreation Master Plan, including the Grand Traverse Commons Natural Area Design Plan, at their meeting on January 10, 2023. Staff have compiled the final Plan and uploaded the complete document to the Michigan Department of Natural Resources (MDNR) database for MDNR review and acceptance.

The Plan allows the Township to maintain their eligibility for MDNR grant programs including the Michigan Natural Resources Trust Fund (MNRTF). The Parks and Recreation Commission has recommended that the Township Board prepare and apply for an MNRTF grant “and any other grant Staff deems appropriate” as part of the implementation of the Grand Traverse Commons Natural Area Design Plan.

STAFF COMMENT:

Staff offers the following comments on grant programs:

- The 2023 MNRTF grant applications are now open on the DNR grants website, and Staff have begun filling out the required information. As part of the grant application process, there will need to be a public meeting to allow for discussion on the submission of the grant application. The grant application also asks if there was any public input gathered from individuals with disabilities, their families, or advocates. The required public meeting may be held at the upcoming March 6 Parks and Recreation Commission meeting. Staff can reach out to community groups to raise awareness and gather input from individuals with disabilities, their families, and advocates. The Conservation Recreation Trail is intended as the main project in this application.
- Staff and the Joint Planning Commission have discussed the Sustain Our Great Lakes (SOGL) program from the National Fish and Wildlife Foundation (NFWF) as a potential resource for infrastructure improvements. Garfield Township and the City of Traverse City have been conducting an Infrastructure Assessment of the Commons area, and the SOGL program may apply to this area and have potential benefits such as improving stormwater management. There are significant wetlands in the area, including on the Commons Natural Area site, which could be restored and may qualify for funding through this program.
- The mountain biking subcommittee will be convening to discuss the mountain biking trails on the west side of the Commons Natural Area, including a more detailed design for this area and potential funding sources. One potential application may be the Trail Accelerator Grants through the International Mountain Bicycling Association (IMBA), which is anticipated to have a grant cycle opening in summer 2023.
- Other possible grant sources and programs include the MDNR Michigan Spark Grant and Rotary Charities.
- Staff will provide an update to the Township Board at their meeting on February 14, 2023.

ACTION REQUESTED:

This item is for discussion only. No action is requested at this time.