

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

Monday, December 2, 2024 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 – October 7, 2024

4. Correspondence

5. Reports

- a. Commissioner Reports
- b. Staff Report / Updates
 - i. Parks Steward Report
 - ii. PD Report 106 - Commons Natural Area Accessible Trail Grant Project – December 2024 Update

6. New Business

- a. 2025 Parks and Recreation Commission Meeting Schedule

7. Public Comment

8. Items for Next Agenda

9. 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.

**CHARTER TOWNSHIP OF GARFIELD
PARKS and RECREATION COMMISSION
MEETING MINUTES
October 7, 2024**

Roll Call of Commission Members:

Present: Art Bukowski, Andy Hoort, Chris Remy, Denise Schmuckal, William Scott, Fern Spence, and Chris DeGood

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

Call to Order: Chair DeGood called the meeting to order at 6:00pm.

Pledge of Allegiance: Recited by all in attendance

1. Public Comment (6:01)

None

2. Review and Approval of the Amended Agenda – Conflicts of Interest (6:02)

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

Yeas: Schmuckal, Scott, Bukowski, Hoort, Remy, Spence, DeGood

Nays: None

3. Review and Approval of Meeting Minutes – August 5, 2024 (6:02)

Scott moved and Bukowski seconded to approve the minutes of August 5, 2024 as presented.

Yeas: Scott, Bukowski, Hoort, Remy, Schmuckal, Spence, DeGood

Nays: None

4. Correspondence (6:03)

None

5. Reports (6:03)

a. Commissioner Reports

Schmuckal stated that the Township Board is working on the 2025 budget and input on the Parks budget is needed. Schmuckal also indicated that Chris Barsheff will start as Township Manager on October 28.

b. Staff Report/Updates

i. Parks Steward Report (6:05)

Kehoe submitted his report in writing and indicated the Silver Lake drinking fountains are installed and operational. The tennis courts at Silver Lake have been repaired and he will be obtaining quotes

for future pickleball courts. Old trash cans have also been hauled out of Boardman Valley Nature Preserve.

ii. PD 2024-85 – Commons Natural Area Accessible Trail Grant Project – Update

Hannon reported that in September 2024, the Michigan Legislature passed legislation with the 2023 Michigan Natural Resources Trust Fund (MNRTF) grants as recommended by the MNRTF Board; this legislation is awaiting signature by the Governor. Once this occurs, the Michigan Department of Natural Resources (MDNR) will receive authorization to issue a Project Agreement contract. Terms of the Project Agreement must be adopted by resolution by the Township Board. Hannon reviewed steps that can be taken in the meantime.

iii. Mountain Biking Subcommittee – Update

Remy mapped the mountain bike trails at Commons Natural Area. He shared a finalized map with the Commissioners and explained his process of creating the map. Andrew Farron, a mountain bike subcommittee member, updated Commissioners and said that the most recent work bee only drew about 6 people. He is attempting to restart the excitement and momentum about the mountain bike trails. On November 3, there will be a dedication ceremony and a ride in memory of James Musil. Farron inquired about the budget for non-motorized trails and requested the subcommittee to meet soon to plan fundraising projects. Farron also indicated that there has been very little maintenance done on the cross-country biking trails. DeGood proposed asking the Township Board for money in the 2025 budget for projects such as marketing, and planning and design for implementation of the next phase of the Grand Traverse Commons Natural Area Design Plan.

6. Old Business (6:48)

a. PD 2024-84 – 2025 Parks Priority Projects – Continued

The three priority projects discussed were matching funds for the MNRTF grant accessible trail project at Commons Natural Area, Boardman Valley Nature Preserve pickleball court resurfacing, and potential new pickleball courts at Silver Lake Recreation Area. Commissioners would request the Township Board include slightly over \$450,000 in the 2025 Parks budget for these projects. DeGood asked for more discussion on future projects and planning for the future.

Hoort moved and Bukowski seconded to RECOMMEND to the Township Board the list of priority Parks and Recreation projects for 2025.

Yeas: Hoort, Bukowski, Remy, Schmuckal, Scott, Spence, DeGood

Nays: None

7. New Business (7:22)**a. River East Playground Equipment quotes**

Schmuckal brought this item to the Commission for consideration and said the proposed playground at River East could be paid for with ARPA funds. The playground would need to be ordered by the end of 2024 to meet the ARPA deadline and could be delivered by spring of 2025. Kehoe provided an overview of each company and their playgrounds and showed pictures of different playground sets, along with prices. Commissioners discussed the playground designs and ultimately debated between two designs from Sinclair Recreation: Four-Square unit and Quad Adventure unit.

Bukowski moved and Hoort seconded to recommend the purchase of the Four-Square unit from Sinclair Recreation at a price of \$436,892.00.

Yeas: Hoort and Schmuckal

Nays: Bukowski, Remy, Scott, Spence, DeGood

Bukowski moved and Remy seconded to recommend the purchase of the Quad Adventure unit from Sinclair Recreation at a price of \$478,899.00.

Yeas: Bukowski, Remy, Scott, Spence, DeGood

Nays: Hoort and Schmuckal

8. Public Comment (7:51)

None

9. Items for Next Agenda – December 2, 2024 (7:51)

- a. Set 2025 Parks and Recreation Commission meeting schedule
- b. MNRTF Grant / accessible loop trail update / design drawings from GFA
- c. Mountain biking subcommittee report

10. Adjournment

DeGood motioned to adjourn the meeting at 7:52 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

Everything is winterized.

Tennis nets are stored.

Snow removal contract in place.

Fixed the flag pole light.

Commons

Been in contact with Copper Ridge Assoc. and other businesses

In regards to the new trailhead and trail system.

Met ISN to form a plan to tackle the invasives at the Commons.

Need to mitigate the storm water run-off and artesian springs on trails with new design.

No encampments to date. Hot spots are staying clean.

River East

Dog park and trail users are up still.

Met with the Playground Contractor for lay-out and potential colors. Working on curbing quotes for the border of the playing surface.

Got the new cell carrier working with the camera systems at the park.

Boardman Valley

Added some crushed gravel in spots where it gets wet.

May need to add wood chip or an established crush gravel trail in future. Wooded trails are really wet.

Portable toilets are pulled.

Pickleball nets and screens are being stored.

Met with ISN for an invasive species plan.

Miller Creek

No encampments recently.

Spoke with staff about the Drain Commissioner parcel off Cass Road and a potential trailhead.

Cleared a few down trees.

Repaired a cracked boardwalk.

Kid's Creek

Snow removal contractor in place.

Met with ISN for invasive species plan.

Buffalo Ridge Trail

Counted trees that needed replacing.

New trees are being planted with grant funds.

Snow removal contractor in place.

Submitted Nov. 27th , 2024

Derek Morton

Sean Kehoe

		Charter Township of Garfield	
		Planning Department Report No. 2024-106	
Prepared:	November 25, 2024	Pages:	2
Meeting:	December 2, 2024 – Parks and Recreation Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Commons Natural Area Accessible Trail Grant Project – December 2024 Update		

There are two updates on the Commons Natural Area Accessible Trail project:

- Gourdie-Fraser (GFA) is working on the final design for the trail is underway.
- The grant agreement with the Department of Natural Resources (DNR) has been completed.

ACTION REQUESTED:

This item is for information only. No action is required.



Charter Township of Garfield

Grand Traverse County

3848 VETERANS DRIVE
TRAVERSE CITY, MICHIGAN 49684
PH: (231) 941-1620 • FAX: (231) 941-1588

2025 PARKS AND RECREATION COMMISSION MEETING DATES

The Charter Township of Garfield Parks and Recreation Commission has scheduled the following meeting dates for 2025. All meetings begin at 6:00 PM and are held in the Meeting Room (2nd floor) at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

The 2025 meeting schedule is as follows:

Regular Meeting

Monday, February 3, 2025

Monday, April 7, 2025

Monday, June 2, 2025

Monday, August 4, 2025

Monday, October 6, 2025

Monday, December 1, 2025

Chris Remy, Secretary
Township Parks and Recreation Commission
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