

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

October 2, 2017 6:00 P.M.

**Garfield Township Large Meeting Room
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620**

A G E N D A

Any interested person or group may address the Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than two minutes unless otherwise approved by the Commission.

Call Meeting to Order

Roll Call of Commission Members

1. Review and Approval of the Agenda - Conflict of Interest
2. Review and Approval of Meeting Minutes – September 11, 2017
3. Correspondence
 - a.
4. Reports
 - a. Tom Vitale Conservation District Report
 - b. Commissioner Reports
 - c. Staff Report
5. Business to Come Before the Commission
 - a. PD 2017- 104 2018-2023 Draft Parks and Recreation Plan
6. Public Comment
7. Items for Next Agenda
8. Adjourn

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
September 11, 2017**

Call Meeting to Order: Chair Remy called the meeting to order at 6:00pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City, MI 49684.

Roll Call of Commission Members:

Present: Fern Spence, Chris DeGood, Denise Schmuckal, Dale Majerczyk, Valarie Handy, Chris Remy and Alisa Korn

Absent and Excused: None

Staff Present: Rob Larrea, Tom Vitale

1. Review and Approval of the Agenda – Conflict of Interest

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

Yeas: Korn, Majerczyk, DeGood, Schmuckal, Handy, Remy & Spence

Nays: None

2. Minutes

a. August 7, 2017 Regular Meeting Minutes

Handy noted a correction to the spelling of her first name. Majerczyk noted correction(s) to the spelling of his last name..

Korn moved and Schmuckal seconded to approve the August 7, 2017 Regular Meeting Minutes as amended.

Yeas: Korn, Schmuckal, DeGood, Handy, Remy, Spence & Majerczyk

Nays: None

3. Correspondence

None

4. Reports

Tom Vitale Conservation District Report

Vitale reported on the erosion issues at the Commons and his discussion with Great Wolf Lodge regarding the Old Grist Mill. Commission members asked about Oak Wilt disease and “the Hippy Tree”. Vitale added that he and Planning Director Larrea visited Silver Lake Park to determine which trees will need to be removed from the entrance to the park.

Commissioner Reports: None

Staff Report: Agenda Items**5. Business to Come Before the Commission****a. PD 2017-2017-91 Templeton Property**

Staff provided a draft development plan for the Templeton property and requested feedback from the commission members. Commission members discussed possibly removing the existing building and utilizing the foundation for a pavilion. Members asked if the dog park could be closer to parking and the playground located within the exercise loop. Staff will make the suggested changes and incorporate the concept into the proposed Parks and Recreation plan.

b. PD 2017-92 Long Lake Road Pump Track Design

Staff presented the concept of developing a pump track course on the Long Lake Road property. Chris Remy provided additional information and suggested that staff look at an asphalt track rather than dirt as it will be easier to maintain. Staff will review the information presented by Remy and incorporate the concept into the proposed Parks and Recreation Plan.

c. PD 2017-93 Recreation and Recreation Plan Timeline

Staff indicated that the proposed plan is 95% complete. This next month, staff will be working on the capital improvement plan and corresponding budgets. Staff will bring a draft plan to next month's meeting with the hope of scheduling a public hearing before the end of the year.

d. Silver Lake Tree Trimming/Cutting

Tm Vitale covered in his verbal report.

7. Public Comment

No comments.

8. Items For Next Agenda October 2

Draft Parks and Recreation plan.

9. Adjournment

Handy moved to adjourn the meeting at 7:12 pm.

Dale Majerczyk, Secretary
Garfield Township Parks and Recreation
Commission
3848 Veterans Drive
Traverse City, MI 49684



Prepared:	September 25, 2017	Pages:	3
Meeting:	October 2, 2017 PRC	Attachments:	<input checked="" type="checkbox"/>
Subject:	Submission of Draft PR Master Plan for PRC Review & PR Survey Update		

BACKGROUND:

An up-to-date Five-Year Parks and Recreation Master Plan (“Plan”) is required in order to receive Michigan Natural Resources Trust Fund (MNRTF) grant funding for parkland acquisition or development. Once updated and adopted by the Township, the Plan must be submitted to the Michigan Department of Natural Resources (MDNR) by April of 2018 in order to be eligible to receive grant funding for the five years thereafter, 2018-2023. The Township’s current Plan expires on December 31, 2017. It is within this context that the Parks and Recreation Commission (PRC) instructed Staff to update the Township’s Plan. As requested, a draft 2018-2023 Plan is attached to this report for Commissioner review.

STAFF COMMENT:

The Update Process:

Staff’s intent was to retain as much of the substance of the 2012-2017 plan as possible. Updates were done primarily to bring the Plan into line with current conditions in the Township. In fact, both Amendments to the 2012 plan were incorporated into the document. As for noteworthy additions, two park development plans and accompanying text were added: one for the “Templeton Parcel” at the BVNP off of North Keystone Road, and another for the “North Commons Natural Area Parcel” at the northernmost part of the Commons Natural Area. Finally, the budget and capital improvement plan (CIP) contained in the Plan have been updated. The dollar amounts grow slightly from year to year based on the annual rate of inflation.

Moving Forward: The Adoption Process:

Prior to submittal to the MDNR, a few procedural steps must be completed:

- (1) The Plan must be made available for review for no less than one month;
- (2) At the conclusion of the one month review period, the PRC must hold a public hearing on the Plan and recommend via resolution adoption of the Plan to the Township Board;
- (3) Once the public hearing is held and the PRC recommends Plan adoption, the Township Board must also hold a public hearing and adopt a resolution adopting the Plan;
- (4) Once these steps are complete, the Plan can be submitted to the MDNR for final approval.

Survey Update:

Using Survey Monkey, an online parks and recreation survey was administered by Staff, which was open for approximately two months. It is now officially closed and had a total of 206

individual respondents (there were 80 respondents for the 2012 version). A link to the survey was on the Township's website and Facebook page. It was also published in a Ticker article regarding the pump track concept. The survey was identical to previous one administered in 2012 so that comparison of results over time was possible. The following is a summary of the survey results (for a detailed tables, graphs, and individual responses to open-ended questions, *see* Appendix A of the attached draft Plan):

- Walking (with and without dogs), hiking, and nature watching were some of the most common responses when participants were asked why they use Township parks.
- Many comments focused on keeping the Township's natural areas in a largely undeveloped state for both recreation and open space purposes, and keeping the active-recreation facilities at the Silver Lake Recreation Area, or at a future park elsewhere in the Township.
- Proximity and convenience to parks was an important consideration for many respondents. Some comments highlighted the lack of a Township-owned community park on the east side of the Township.
- Participants generally were of the opinion that the parks are well cleaned and well maintained. Some comments did raise concerns about poor cleanliness, or about the need for improved maintenance of facilities such as trails, garbage disposal, or the need for improvements, such as better trail signage and way finding markers.
- Increasing public awareness and use of the Township's park system was encouraged. The Grand Traverse Commons Natural Area was the most well-known of all parks. The Boardman Valley Nature Preserve is also well-known. On the other hand, about 60% of respondents did not know that the Miller Creek Nature Preserve exists.
- The Commons Natural Area and the Boardman Valley Nature Preserve were the most visited parks. Despite being adjacent to some of the region's largest shopping centers, the Miller Creek Nature Reserve and Kid's Creek Park were the least visited of the Township's Parks.
- The majority of respondents rated the Township park system as "Good" or "Great" when considering the amount of parkland, the number of parks, park distribution and convenient location, beauty, cleanliness and maintenance, variety of recreational opportunities, safety, and size.
- When asked if there was a need for certain facilities, the majority of respondents replied "Yes" to the need for the following: Beach Access, Dog Park, Mountain Bike Trails, Nature Center/Gardens, Outdoor Ice Rink, Paved Bike Paths, Pickleball Courts, Picnic Shelter, Playgrounds/ Equipment, Sledding Hill, Walk/Hike/Jog Trail, and XC Skiing Trails. The majority of respondents were "Neutral" to the need for the following: Amphitheater/Bandstand, Baseball/Softball Fields, Basketball Courts, Beach Volleyball, Disc Golf, Equestrian Trails, Shuffleboard/Bocce Ball, Skateboard/Bike Park, and Tennis

Courts. The majority of respondents replied “No” to the need for the following: Swimming Pool and Snowmobile Trails.

- When asked to consider recreation priorities for the next five years, over 70% of respondents identified building pathways (both locally and regionally) as either “Important” or “Very Important.” Over 70% of respondents identified the acquisition and protection of sensitive natural areas and habitats as either “Important” or “Very Important.” The next highest priorities included improving the maintenance at existing parks, improving barrier-free access at parks, and expanding the amenities and activities available at parks. Some support was shown to acquire more parkland and developing additional parks throughout the Township. Little support was shown of the need for increased hunting, fishing, and boating opportunities.

Finally, it should be noted that, in contrast to the 2012 version, there seems to be a disproportionate emphasis on pickleball facilities throughout the results. This could perhaps be due to word of mouth among pickleball players.

Other Notes:

This Plan is a draft. There are a few sections which have text highlighted in red. This is because the information in these sections is certain to change as we progress with the adoption process, such as dates for example. Also, there are blank pages and white space which will not be in the final document to allow room for changes without having to reformat the entire document.

ACTION REQUESTED:

Review the attached draft Plan, mark it up with any changes, and return it to Staff so that any changes can be incorporated. Once all changes are finalized, the one-month clock can be started and the Plan can be made available for review (*see* step one above).