

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

January 7, 2019 @ 6:00 P.M.

Garfield Township Hall 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 - Conflicts of Interest
2. Review and Approval of Meeting Minutes - November 5, 2018
3. Correspondence - Conservation District Report
4. Reports
 - a. Commissioner Reports
 - b. Staff Report
5. Business to Come Before the Commission
 - a. PD 2018-124 Parks and Recreation Commission 2018 Annual Report
 - b. PD 2018-125 2019 PRC Priorities and Amending the 2018-2023 Parks Plan
 - c. Commissioner Dale Majerczyk Certificate of Appreciation
 - d. Selection of Officers
6. Public Comment
7. Items for Next Agenda
 - a. To Be Determined
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
November 5, 2018**

Roll Call of Commission Members:

Present: Dale Majerczyk, Fern Spence, James Guilmet, Chris DeGood (6:13), Chris Remy, and Valarie Handy

Absent and Excused: Denise Schmuckal

Staff Present: Erik Perdonik

1. **Call to Order:** Handy called the meeting to order at 6:00pm.

2. **Review and Approval of the Agenda – Conflicts of Interest**
Majerczyk moved and Remy seconded to approve the agenda as presented.

Yeas: Majerczyk, Remy, Spence, Guilmet, Handy
Nays: None

3. **Review and Approval of Meeting Minutes October 8, 2018**
Spence moved and Handy seconded to adopt the minutes of October 8, 2018 as presented.

Yeas: Spence, Handy, Remy, Guilmet, Majerczyk
Nays: None

4. **Correspondence – Conservation District Report**
Tom Vitale from the Conservation District stated that Hemlock trees will be put in Silver Lake Park as a buffer along the road. Benches were installed on a couple overlooks at Silver Lake Park and Miller Creek Natural Area. The boardwalk was extended at the Commons area and some trail intersects were installed at the Boardman Valley Nature Preserve. Vitale and his team worked on getting docks removed for the winter at the Nature Preserve and also cleared and painted signs.

5. **Reports**
 - a. **Commissioner Reports**
None

 - b. **Staff Report**
Perdonik reported that Boardman Valley project is about finished, but the pickleball courts are outstanding. He is working with the DNR on the grant for the courts. The supporting documentation for the River East grant has been submitted, but there are no final scores yet.

6. Business to Come Before the Commission**a. PD 2018-108 Winter Trail Grooming at the SLRA Proposal – Recommendation**

Peter Zirnhelt proposes to groom some of the trails at Silver Lake Recreation area for cross country skiing and winter walking. He estimates once per week would be right and his price is \$4,000 plus liability insurance of \$400. He said a small tree would need to be removed and the trail would need to be staked. Some brush cutting my need to be done at Meadows Trail. Commissioners discussed the proposal and asked questions. This expense would go into the 2019 budget

Majerczyk moved and Remy seconded to recommend that the Township Board accept Peter Zirnhelt's proposal for winter trail grooming at the Silver Lake Recreation Area for December 2018 through March 2019 at an estimated cost of \$4000 on a trial basis based on citizen request. Furthermore, in the future, competitive bids would be warranted.

Yeas: Majerczyk, Remy, Spence, DeGood, Guilmet, Handy

Nays: None

Commissioners agreed that the contract would be reviewed in the spring to determine how well received it was by the public.

b. PD 2018-109 2019 Draft Parks and Recreation Budget – Work Session/Recommendation

Commissioners discussed the proposed 2019 budget. A Capital Improvement plan was discussed and some major projects were highlighted by Tom Vitale.

DeGood moved and Majerczyk supported to recommend to the Township Board THAT the draft Charter Township of Garfield 2019 Parks and Recreation Budget, as attached to Planning Department Report 2018-109, BE ADOPTED.

Yeas: DeGood, Majerczyk, Spence, Remy, Guilmet, Handy

Nays: None

c. PD 2018-110 2019 Parks and Recreation Commission Meeting Dates – Approval Sought

Commissioners reviewed the quarterly meeting calendar for 2019.

Spence moved and Remy seconded to approve the four (4) 2019 Regular Meeting dates for the Charter Township of Garfield Parks and Recreation Commission attached to Planning Department Report 2018-110.

Yeas: Spence, Remy, DeGood, Guilmet, Majerczyk, Handy
Nays: None

7. Public Comment

None

8. Items for Next Agenda

Perdonik said that the grant scores would be in for discussion and Commissioners should look at a map of park acquisitions.

9. Adjournment

Handy moved to adjourn the meeting at 7:30pm.

Grand Traverse Conservation District
November 2018 Report

CONSERVATION TEAM

OWNER/PARKLAND: City of Traverse City – Brown Bridge Quiet Area

Administration

- Prepared for and conducted a Brown Bridge Advisory Committee meeting.
- Assisted City staff with the revision of the Rules for Brown Bridge and created/updated a map to accompany the Rules. The City Attorney will send the Rules along with a draft intergovernmental agreement to East Bay Township for their consideration of adoption by ordinance.
- Provided the City with a list of FY 2019/2020 Capital Improvement Projects as they relate to Brown Bridge Quiet Area.
- Provided background information for the City Attorney and the BBAC to discuss potentially declaring the Brown Bridge Quiet Area Parkland.

Routine Monitoring and Maintenance

- Changed seasonal posters from fall to winter.
- Performed routine trailhead/parking lot inspections to refill dog waste bags and pick up trash.
- Continued to use blowers on trails and boardwalk as necessary for fallen leaves.
- Swept, cleaned and restocked toilet paper in the outhouses.
- Sawed more fallen trees blocking trail access.
- Removed broken fencing from East Overlook parking area.
- Planted additional potted spruce trees in the vicinity of Grasshopper footbridge.

Grants

- Submitted the Final Report and Reimbursement Request Forms to close out the MDNR Wildlife Habitat grant aimed at restoring vacated oil and gas well sites in the area, as well as other sites within the Brown Bridge Quiet Area.
- Continued planning for the Phase II – Instream Habitat Wood project awarded through the USFWS/GLFWRA grant.

Other

- Submitted SESC permit for west end footbridge.
- Obtained written bids for the installation of six garage doors to be installed on the pole barns and provided the City with a purchasing Memo.
- Responded to complaints from parkland visitors and neighboring residents regarding the noise coming from one of the oil/gas well sites located along Ranch Rudolph.



OWNER/PARKLAND: Garfield Township – Various

Administration

- Attended and provided updates at the monthly Township Parks and Recreation meeting.
- Attended a Township Board of Trustees study session to review the proposed parkland budget.
- Continue work to secure a parcel of property that will provide an easterly access to Miller Creek Nature Reserve off Cass Road.
- Met with the Director of MDOT's Office of Rail and others regarding the Miller Creek railroad crossing and MDOT's participation. Received positive feedback that they will participate in the replacement of this severely degraded crossing that also involves the Township's watermain.
- Attended a GT Commons deed discussion and site visit with state and local officials, TART representatives, and neighboring property owners to determine next steps to facilitate management activities and planning efforts on the property.

Routine Monitoring and Maintenance

- Continued efforts at the Commons Natural Area to remove vandalism.
- Replacing stolen trail intersect maps at Commons Natural Area.
- Trailhead monitoring. Changing dog waste bags, picking up litter, etc.
- Changed informational seasonal posters at THs from fall to winter.
- Removed or replaced damaged fencing at trailheads as appropriate.
- Sawed fallen and hung up trees blocking trail and/or deemed hazardous in proximity to trail.
- Blew off boardwalks, trailheads, and timber infrastructure of leafy debris at all Garfield parks.

Other

- Met with a property owner along Miller Creek to discuss details regarding the purchase of the parcel with the hopes of eventually adding the parcel to the Township's Miller Creek Park. The property will also serve as an overflow for Miller Creek during flood events thereby helping to protect businesses to the north along Cass Road.
- Met on-site with Township staff and contracted groomer in prep of Silver Lake trails for winter grooming operations.

OWNER/PARKLAND: Grand Traverse County – Natural Education Reserve

Administration

- Provided updates to the NER Advisory Committee as necessary.
- Collaborated with TART representatives in planning and construction of the Boardman River Trail connection north of the Cass Road Bridge.

Routine Monitoring and Maintenance

- Monitored all trails and trailheads on the NER, replaced dog waste bags at trailhead dispensers, and picked up trash as necessary.
- Cleaned Beitner/Keystone outhouse periodically.
- Changed seasonal poster displays from fall to winter.
- Blew off leaves and debris from trail infrastructure and the Lone Pine ADA trail.
- Provided additional improvements to the new 'Boardman Landing' to facilitate river access.



Grants

- Received notice of award for the Traverse City Track Club Endowment for the amount of \$7,500 to reconnect a section of trail that was disconnected through dams removal processes.
- Submitted as-built maps, photos, volunteer info, and contractor invoices to GTB/NRCS in order to get the fall planting (aka Block "A") *certified* for payments/reimbursements.

Other

- GTCD Parklands staff joined TART for their volunteer work-days assisting with the construction of the Boardman River Trail section on NER property.
- Attended a CRA-spearheaded 'bottomlands walkthrough' to access prioritizations/needs for remaining restoration funds to be spent on the Boardman bottomlands.
- Re-routed the second of two trails that were impacted by the construction/repair of the two 'high-bank erosion' sites located immediately upstream of the Boardman Dam project limits.
- Provided recommendations to the US Army Corps of Engineers on desired trail connections post dam removal and river restoration activities.
- Provided dam removal contractors with a culvert for installation at a future trail connection.
- Provided the Director Erickson with a draft sign for Medalie Park explaining what visitors were seeing as it relates to the sediment build-up related to dam removal.
- Coordinated the purchase and installation of a barrier gate for safe seasonal access at 'Boardman Landing'.
- Attended an on-site meeting to review Medalie Park Boardman Lake Loop Trailhead designs with Director Erickson and representatives of NW Invasive Species Network, TART and the River TC.

OWNER/PARKLAND: Recreational Authority – Hickory Meadows

Administration

- Attended and prepared the draft agenda for the monthly Hickory Meadows Advisory Committee (HMAC) meeting.
- Attended and provided updates at the monthly Rec Authority Board meeting.
- Coordinated on-going invasive species control at Hickory Meadows through contractors Wetlands and Wildlife Solution.
- Attended visioning session with Hickory Meadows and Hickory Hills Advisory Committees.

Routine Monitoring and Maintenance

- Routine trailhead checks. Picking up litter, changing dog waste bags, etc.
- Changed informational seasonal posters from fall to winter.
- Monitored drainage field construction from Hickory Hills improvement projects.
- Continued to supply, collect, and record user surveys at main trailheads.
- Downloaded trail counters monthly for review and analysis.
- Continued monitoring of erosion concerns on Meadows property.
- Prepared trails for winter grooming operations.



Grants

- Researched native tree stock at nurseries for planned buffer installation along property boundary with Hickory Hills. Placed one tree order and plan to order more to install in spring 2019. Grant funds are through the Northwest MI Invasive Species Network (\$2,500) and DTE Energy Tree Planting Grant Program (\$3,000).

Other

- Delineated a proposed trail route from the M-72 trailhead to accommodate a loop opportunity. GPS'ed and mapped proposed trail for review.
-

OWNER/PARKLAND: Rotary Camps & Services – East Creek Reserve & Canterbury Woods

Administration

- Continued correspondences with Schillinger Forestry whom will be conducting a forestry cut this winter.

Routine Monitoring and Maintenance

- Changed seasonal poster displays from fall to winter.
- Performed drive-by inspections of all trailheads and clean-up trash and debris.

Grants

- Submitted the Final Report and Reimbursement Request Forms to close out the MDNR Wildlife Habitat grant aimed at restoring vacated oil and gas well sites.
-

BOARDMAN RIVER STEWARDSHIP

- Planned two February 2019 snowshoe hikes for the public to hike and learn about dam removal. A hike is scheduled for the Boardman bottomlands on Saturday, February 2nd. A second hike at Brown Bridge is scheduled for Saturday, February 16th. Anyone interested is asked to visit www.natureiscalling.org and look under Events tab and sign-up there or call (231) 941-0960.
 - Attended the first meeting of the Leadership Team for the proposed Boardman River Watershed Collaborative which is an effort to communicate, coordinate, and collaborate on the future management structure of the Boardman River and it's watershed.
 - Attended Boardman River Dams Project Implementation Team (IT) meeting.
 - Attended a meeting with FLOW and other partners to discuss a draft resolution regarding the protection of our Great Lakes water as a public trust.
 - Revised a fact sheet related to what paddlers can expect for each navigable section of the Boardman River. The new section of river where Boardman pond was located is now open. Paddlers must take out at the new Boardman Landing at Cass Road.
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ENVIRONMENTAL EDUCATION

Nature Center Visitation this Month: 248
Program Participants this month: 166
Drop ins this month: 82
Nature Center Visitation this year: 6,602

Nature Center Visitation Nov 2017: 412
Program Participants Nov 2017: 369
Drop-in Nov 2017: 43
Nature Center Visitation since 2008: 85,425

Program Participation & Program Planning:

- Budget modifications made for the upcoming year
- Continued work on our interpretive trail along the Sabin and Fox Den trail loop. The trail will be installed in the spring after construction is complete and snow has melted
- Planning for Summer 2019 Nature Day Camp season. Planning staffing needs along with budgeted goals
- Served as a meeting place for two community workshops and two community presentations
- Added a Wednesday Peepers preschool program for the month on November after community request
- Served 60 preschoolers and their families through our Peepers preschool and Knee-High Naturalist program at the Boardman River Nature Center.

FORESTRY ASSISTANCE PROGRAM (FAP)

On-Site Visits:

Grand Traverse County

1. VanMaren, 26 acs., Paradise Twp.
2. Medler, 7.5 acs., Long Lake Twp.

Written Forest Management Recommendations: 0 QFP Verifications: 0 MAEAP/FWH Verifications: 0

FAP Referrals to Private Sector: 3

FAP Referrals to Public Sector: 1

In-office Contacts: 23 landowners

Follow-up Contacts: 39 landowners/qualified foresters

FAP Promotion/Program Development:

1. Present on Succession/invasive species with IAA Ecology Class – 14 students
2. Timber and Taxes Workshop – 6 in attendance
3. Article in NACD Newsletter on forest ownership succession
4. Small Farms and Gaylord Hunting and Fishing FAP Booth registrations



MICHIGAN AGRICULTURE ENVIRONMENTAL ASSURANCE PROGRAM (MAEAP)

Farm Visits: 12 (Antrim/Grand Traverse), 7 (Benzie/Leelanau)

Risk Assessments Completed: 9 (Antrim/Grand Traverse), 5 (Benzie/Leelanau)

Farms Verified: 1

Updates:

- 11/1: Leelanau Conservation District Annual Meeting
- 11/2: Grand Traverse County Verification
- 11/3: BioChar Workshop at Benzie Conservation District
- 11/6: Benzie/Manistee FB Board Meeting
- 11/7: Farm*A*Syst Training
- 11/13: Grand Traverse Fruit Growers' Council Meeting
- 11/14: Food and Farming Network Event
- 11/19: Northwest Michigan County Farm Bureau Board Meeting
- 11/20: Benzie Conservation District Annual Meeting
- 11/28: Antrim Conservation District Board Meeting
- 11/30: Pesticide Applicator's Certification Exam

Current Projects:

- Working with:
 - 11 Farms in Antrim
 - 14 Farms in Grand Traverse
 - 12 Farms in Leelanau
 - 3 Farms in Benzie
- 2019 goal setting and Employee Development Plans
- Planning for MAEAP sessions at 2019 Orchard and Vineyard Show and Northern Michigan Small Farms Conference (Phase 1 Events)
- Promoting 2019 Cost-share opportunities
- Working with USDA-NRCS to encourage growers to apply for EQIP
- Working on 2019 MAEAP reverifications
- Mitigating issues on farms that received Right to Farm Complaints
- Serving on agriculture committee for MICareerQuest, coordinated by MichiganWorks!

Upcoming Events:

- 12/4-12/6: Great Lakes Fruit and Vegetable Expo
- 12/11: Grand Traverse Fruit Growers Council Meeting
- 12/17: Antrim Conservation District Board Meeting
- 12/20: Grand Traverse Local Emergency Planning Committee Meeting



NORTHWEST MICHIGAN INVASIVE SPECIES NETWORK (ISN)

Public Inquiry Responses: 20

Active Contacts: 213

Passive Contacts: 16,536

Acres Surveyed: 53

Sites Surveyed: 4

Acres Treated: 10

Sites Treated: 1

Volunteer Hours: 0

Volunteers: 0

Meetings/Presentations:

- 11/2 - Presented *Habitat Matters* at MSUE Pesticide Training; 75 contacts
- 11/5 - Interview with NMC student
- 11/7 - Hosted ISN Partner Meeting! 20 attendees
- 11/16 - Attended & reported at Woody Invasives of the Great Lakes (WIGL) Collaborative mtg (Chicago); 12 attendees
- 11/19 - Hosted GTRLC GLRI subgrant mtg
- 11/28 - Hosted LCD GLRI subgrant mtg

Treatments, Restoration, and Surveys:

- 11/14 - Conducted Medalie Park site visit; 2 acres, 4 contacts
- High-priority species treatments: 1 site, 10 acres
- Other site visits/surveys: 2 sites, 41 acres

Other Accomplishments:

- Completed GLRI & MISGP progress reporting
- Submitted Gerstacker Foundation grant application
- Submitted NDPES, DEQ ANC, and MDOT permit reports for 2018
- Finalized The Nature Conservancy Hemlock Woolly Adelgid (TNC HWA) subgrant agreement
- ISN [Facebook photo contest](#) ongoing
- Hiring HWA survey techs—in progress
- Facebook reach: 7,208
- Website reach: 3,762
- Instagram reach: 1,130
- November eNews: 329 opens (32%)


Upcoming Events:

- Stay tuned for spring!



Acronyms and Abbreviations

AECOM	Boardman River Dams Project Engineers
BBAC	Brown Bridge Advisory Committee
BRNC	Boardman River Nature Center
CRA	Conservation Resource Alliance
DDA	Downtown Development Authority
DNR	Department of Natural Resources
ECR	East Creek Reserve
EPA	Environmental Protection Agency
EQIP	Environmental Quality Incentive Program
GBB	Go Beyond Beauty
GIS	Geographic Information System
GLRI	Great Lakes Restoration Initiative
GM	Garlic mustard
GTCDD	Grand Traverse Conservation District
HMAC	Hickory Meadows Advisory Committee
ISN	Invasive Species Network
JB	Japanese barberry
MACD	Michigan Association of Conservation Districts
MAEAP	Michigan Agriculture Environmental Assurance Program
MDARD	Michigan Department of Agriculture & Rural Development
MISC	Michigan Invasive Species Coalition
MNLA	Michigan Nursery & Landscape Association
NER	Natural Education Reserve
NMC	Northwestern Michigan College
NRCS	Natural Resources Conservation Service
NWMFFN	Northwest Michigan Food and Farming Network
NWISN	Northwest Michigan Invasive Species Network
OB	Oriental Bittersweet
USFWS	United State Fish & Wildlife Service
SEEDS	501(c)3 nonprofit organization
SFP	Safe Food Program
Tx	Treatment

 Charter Township of Garfield Planning Department Report No. 2018-124		
Prepared:	December 19, 2018	Pages: 1 of 3
Meeting:	January 7, 2019 PRC	Attachments: <input type="checkbox"/>
Subject:	2018 Parks and Recreation Commission Annual Report	

PURPOSE OF THIS REPORT:

The Parks and Recreation Commission is required to make an annual written report to the Township Board concerning its operations and the status of parks and recreation activities.

PARKLAND PROJECTS OVERVIEW:

BOARDMAN VALLEY NATURE PRESERVE (BVNP):

For the 2015 grant cycle, the Township was awarded a Michigan Department of Natural Resources Trust Fund (MNRTF) grant to make a number of improvements to the BVNP, including a canoe/kayak launch, a parking area with a turnaround, vault pit toilets, a small pavilion, and pickleball courts.

Despite some delays resulting in part from high initial bids, a general lack of bidders, and a wintery April 2018, construction began in May of 2018. As of the drafting of this report, all planned improvements are substantially complete, with just the striping on the pickleball courts and some site restoration outstanding. The contractor has assured the Township that the remaining items will be completed as soon as weather allows in spring 2019.

KIDS CREEK PARK:

In 2016, Phase II of the Buffalo Ridge Trail was completed. In 2017, the Township contracted with the Grand Traverse Conservation District (GTCD) to build a connector trail between the larger Trail and Kids Creek Park. The connector is complete and provides users from the YMCA and West Middle School with easy access to the Park.

In 2017, the Parks and Recreation Commission passed a motion recommending that the dilapidated power generating structure at the Park be demolished. Access for the construction equipment necessary to demolish the structure remains an ongoing issue standing in the way of executing that motion. It appears that the way forward may entail having conversations with someone closer to the top of the organizational hierarchy at Great Wolf Lodge regarding bringing construction equipment across Lodge property.

SILVER LAKE RECREATION AREA (SLRA):

Maintenance: Crack sealing was completed on the paved walking trail and the basketball courts, and Commissioners discussed resurfacing the tennis courts. The tennis court resurfacing was included in the 2019 budget presented to the Board of Trustees and will be explored further in 2019.

Landscaping Buffer: New trees have been planted along the Park’s Silver Lake Road frontage nearest to the residences across the road in place of the buffer containing some invasive species which was removed.

Pavilion and Multi-Purpose Athletic Field Reservations: The SLRA remains a very popular Township park. There were 101 pavilion reservations in 2018, which is a decrease of 17 in comparison to the 118 in 2017. The baseball diamond continues to be used for tee-ball during the summer months. In addition, Staff has been in discussions regarding the possibility of a few girls youth soccer games being held on the multi-purpose athletic field in late April and May 2019.

Dog Park: The dog park in particular continues to be an extremely popular amenity and draws dog owners from around the region. Interestingly, there is a Facebook group called “East Silver Lake Dog Park” that has 460 members (up from 431 members at last check). Members of this group often request “play dates” for their dog with other dogs at the dog park and post pictures of their dogs enjoying the park.

Capital Improvements Discussed at Onsite Meetings: At the two onsite meetings at SLRA over the summer, Commissioners discussed capital improvements including sidewalks connecting the southernmost pavilion, restrooms, and dog park entrance; and a well house with an exterior to match the restrooms in place of the existing fencing. These items were included in the 2019 budget presented to the Board of Trustees and will be explored further in 2019.

Winter Trail Grooming: The Board of Trustees acted on the Parks and Recreation Commission’s recommendation to allow winter trail grooming at the Park, but stipulated that the paved walking path shall not be groomed (it will continue to be plowed for winter walkers). Instead, the groomed path would run along the edges of the trail. Township Staff, GTCD staff, and the grooming contractor met onsite in mid December and Staff assisted with staking the route and supervised all brush and tree removal. Some signage is planned and Staff will continue to monitor the process.

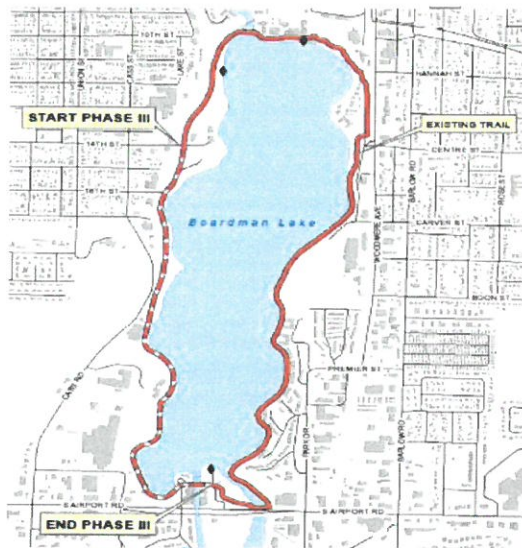
GRAND TRAVERSE COMMONS NATURAL AREA:

In the DNR-approved 2018-2023 Charter Township of Garfield Five-Year Parks and Recreation Master Plan, a conceptual development plan is included for the northernmost part of the Commons Natural Area. A paved pump track and several complimentary features, such as picnic and observation areas, are envisioned for the property. Planning Staff has been coordinating with the Grand Traverse Regional Land Conservancy (GTRLC) to ensure that the Township’s plans for the property fit with the terms of the conservation easement on it. There is more research to be done and finding funding sources and a qualified contractor could pose interesting challenges moving forward.

RIVER EAST RECREATION AREA:

The 62-acre River East Recreation Area is located on North Keystone Road along the east banks of the Boardman River. This park was established in October of 2017 to provide recreational opportunities to residents on the east side of the Township. With most of the Township’s parklands concentrated west of the Boardman River and residents identifying the need for east side parks in the 2017 parks and recreation survey, the Parks and Recreation Commission created a conceptual development plan for the land and formally named it. The land was originally acquired by the Township via MNRTF acquisition grant.

In 2018, Staff submitted for an MNRTF grant for developing the park but found in late December 2018 that the application was unsuccessful, as the Trust Fund Board did not recommend the project for funding. The failure to be awarded a large number of points appears to stem primarily from inherent limitations to the site as they relate to MNRTF priorities such as water trails, non-motorized access, and ADA accessibility. The steep slopes leading to the riverfront are difficult to overcome in several respects, which makes reaching the riverfront and any facilities along it difficult; and there is no direct connection on the site to a larger non-motorized network. In this light, a second grant application for developing the property is unlikely to score higher than the first application.



TRAIL PROJECTS:

BOARDMAN LAKE TRAIL COMPLETION:

The Township continues to work with the City of Traverse City, Grand Traverse County, and TART to complete the final leg of this trail, which will start at 14th Street and extend south along the western shore to Logan's Landing.

Maintenance agreements to which the Township is committed are now in place, most key easements are in place or nearly in place, and construction should be commencing in late 2019.

2018-2023 FIVE-YEAR PARKS AND RECREATION MASTER PLAN:

The 2018-2023 Charter Township of Garfield Five-Year Parks and Recreation Master Plan was approved by the DNR in early 2018 making the Township eligible for various forms of grant funding through 2023. One potential change that was discussed in 2018 was amending the Plan to include an updated acquisition plan that includes the five sites the Township has been considering as potential new parkland. In order to apply for an MNRTF acquisition grant for any of those properties, such an amendment would need to be executed.


CONCLUSION:

Looking ahead, the Township will continue to work towards meeting each of the goals and objectives contained in the 2018-2023 Plan and implementing the projects recommended by the Parks and Recreation Commission and approved by the Board of Trustees.

ACTION REQUESTED:

That the Parks and Recreation Commission review this report and request any changes prior to directing Staff to forward it to the Board of Trustees. The following motion is suggested:

THAT Planning Department Report 2018-124 BE RECEIVED and FILED.

 Charter Township of Garfield Planning Department Report No. 2018-125			
Prepared:	December 20, 2018	Pages:	Page 1 of 1
Meeting:	January 7, 2019 PRC	Attachments:	<input checked="" type="checkbox"/>
Subject:	PRC Priorities and Amending the 2018-2023 Parks Plan		

STAFF COMMENT:

River East Recreation Area MNRTF Development Grant and 2019 Priorities Generally:

In 2018, Staff submitted for an MNRTF grant for developing the River East Recreation Area but found in late December 2018 that the application was unsuccessful, as the Trust Fund Board did not recommend the project for funding.

The failure to be awarded a large number of points appears to stem primarily from inherent limitations to the site as they relate to MNRTF priorities such as water trails, non-motorized access, and ADA accessibility. The steep slopes leading to the riverfront are difficult to overcome in several respects, which makes reaching the riverfront and any facilities along it difficult; and there is no direct connection on the site to a larger non-motorized network. In this light, a second grant application for developing the property is unlikely to score higher than the first application; therefore, the Commission may want to discuss park development priorities moving forward.

Potential Acquisitions and Amending Parks Plan:

With five new potential acquisition properties on the Township's radar, it appears that the Parks Plan should be updated to include these properties (the relevant pages of the Plan are **attached** to this report). The DNR will not fund a grant for a property that is not included in the approved Plan. This would require that an amendment to the Plan be executed with the DNR according to a very specific process (a checklist outlining the process is **attached** to this report). If the Commission wishes to amend the Plan, Staff will need a motion from the Commission recommending that it be amended.

ACTION REQUESTED:

If the Commission desires to initiate an amendment to the Township's approved Parks Plan, the following motion is suggested:

MOTION TO RECOMMEND THAT the Charter Township of Garfield 2018-2023 Parks and Recreation Master Plan BE AMENDED in accordance with DNR procedure to include the five new potential acquisition properties discussed by this Commission at their October 2018 Regular Meeting.

Attachments:

1. DNR Checklist for Plan Amendments (2 pages)
2. Existing Adopted Acquisition Plan (2 pages; table and map)

time permits, the Township should perform greater analysis of other green infrastructure elements such as significant woodlands. As noted above, though a particular property may not be indicated on the plan, efforts should be made to protect green infrastructure at all scales.

Table 4 Green Infrastructure Program

Map Index	Name	Method of Protection
A1	Silver Lake Connection to W. Silver Lake Road	Acquisition
A3	Oleson PUD Open Space and Wetlands	Donation
A4	Oleson, Schmude Wetlands	Acquisition
A5	Applebees Parcel	Acquisition, Access Emnt.
A6	Commerce Center Wetland	Donation, Access Emnt.
A7	City-Owned Boardman Parcel	Acquisition
A8	Hanson Parcel	Acquisition
A9	Traverse Software	Acquisition
A10	Cass Road Self Storage	Donation or Cons. Emnt, Access Emnt.
A11	Miller Creek Corridor; BVNP/Miller Creek Connector	Donation or Cons. Emnt, Access Emnt.
A12	BVNP Parcels	Acquisition
A13	Logan Valley Pond	Donation or Cons. Emnt.
A14	Misc. West Boardman River Parcels	Acquisition
A15	Misc. East Boardman River Parcel Easements	Easement
A16	Fraser Parcel	Acquisition
A17	Future East Side Community Park?	Acquisition
A18	SVEC, McClain, Godziewski Parcels	Acquisition
A19	Airport Approach	Donation
A20	Boyd	Acquisition
A22	Logan Valley Development	Acquisition
CE1	Lewis, Church, Outlet Mall, Tireland Parcels	Donation or Conservation Emnt.
CE2	Sleder Wetlands	Donation or Conservation Emnt.
CE3	C D F, Chelsea Park	Donation, Acquisition via PUD, Cons. Emnt.
P1	S. Airport Road	Protected
P2	Silver Lake Road Conservation Easement	Protected
P3	Lowes Wetlands	Protected
P4	Hughes Drive	Protected
P6	Misc. Acquisitions	Protected
PUB 1	Future East Side Community Park?	Publicly Owned (BPW)
SP1	Silver Lake Elementary School	School Park
SP2	TC West High School	School Park
SP3	TC West Middle School	School Park
SP4	Former Sabin Elementary Playgrounds	Donation
SP6	Traverse Bay Christian School	School Park

Green Infrastructure Plan Map

Legend

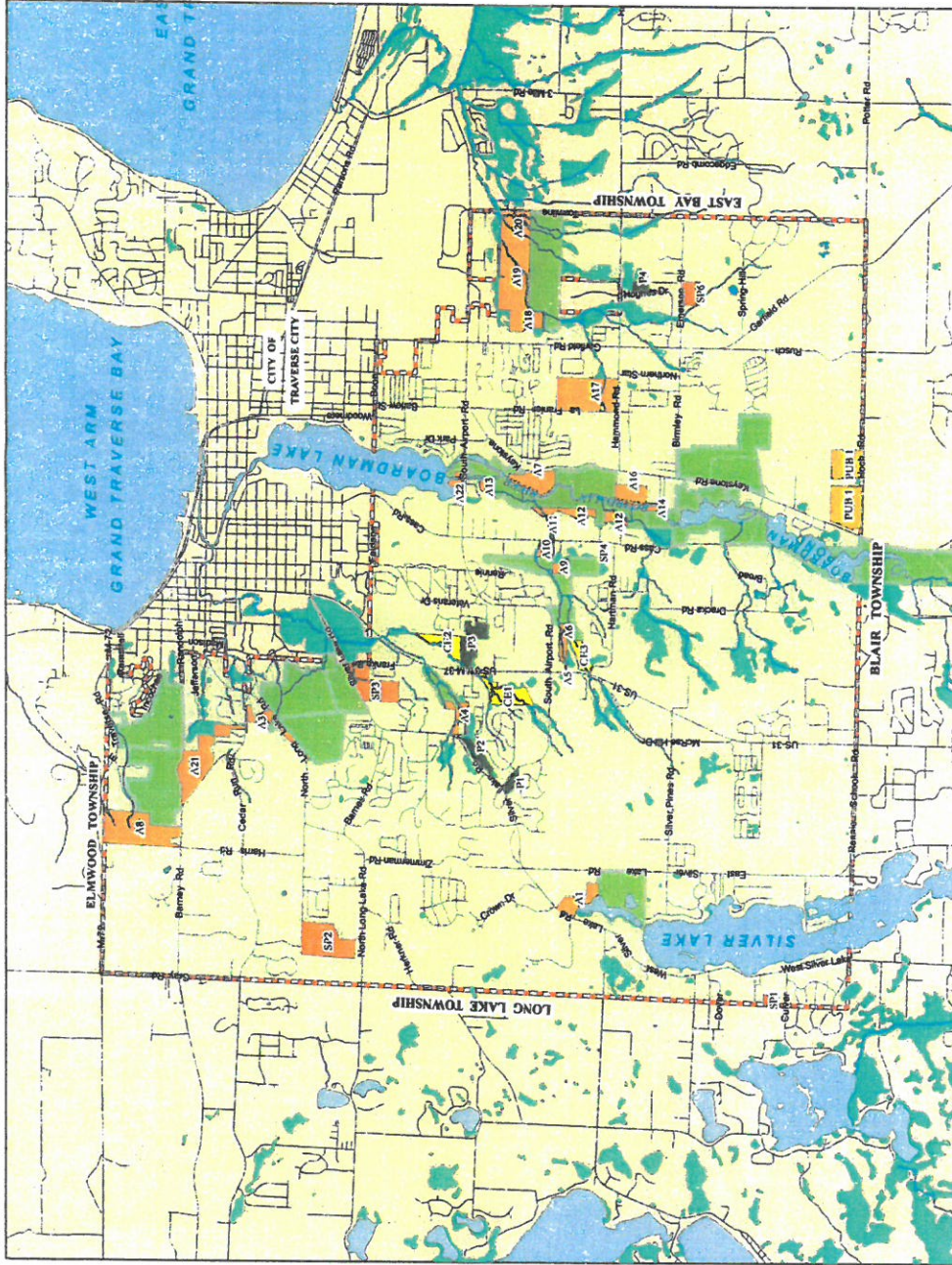
Green Infrastructure Plan

- Acquisition Property ("A")
- Conservation Easement ("CE")
- Currently Protected Property ("CP")
- Publicly Owned Property ("PUB")
- School Park ("SP")
- Existing Public Parkland
- Wetlands
- Township Boundary
- Stream
- Roads



Charter Township
of Garfield
3643 Veterans Drive
Traverse City, MI 49684
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Prepared by: Garfield Township Planning Dept - October 2017
Data Source: Garfield Township, 2017





COMMUNITY PARK AND RECREATION PLAN

CERTIFICATION CHECKLIST

AMENDMENT

By Authority of Parts 19, 703 and 716 of Act 451, P.A. 1994, as amended, submission of this information is required for eligibility to apply for grants

INSTRUCTIONS: Complete, obtain certification signatures and submit this checklist with a locally adopted recreation plan amendment.

All community recreation plan amendments are required to meet the content and local approval standards listed in this checklist and as outlined in the *Guidelines for the Development of Community Park and Recreation Plans* provided by the Department of Natural Resources (DNR). Plan amendments must be submitted in MiRecGrants **with** a completed checklist that has been signed by an authorized official(s) of the local unit of government(s) submitting the plan. Amendments may be submitted at any time of the year, but no later than February 1 of the year the local unit of government is applying for grants.

PLAN AMENDMENT FORMAT

Plan amendments:

1. Must only include revised or additional pages to the approved recreation plan, with an explanation of where the new pages fit within the original plan. If the amendment is to be inserted into the existing plan, it must be similar in format to the approved plan and indicate the location for insertion.
2. For multi-jurisdictional plans, the plan must only be approved by the unit of government that the change affects.

Name of Plan:	Date Current Plan Expires:	
List the community names (including school districts) that are covered under the plan and have passed a resolution adopting the plan amendment.	County	Month and year plan amendment adopted by the community's governing body.

PLAN AMENDMENT ELEMENT

INSTRUCTIONS: Please check each box to certify that the listed information is included in the plan amendment submittal.

DESCRIPTION OF THE PLANNING PROCESS

DESCRIPTION OF THE PUBLIC INPUT PROCESS

Description of the method(s) used to solicit public input before or during preparation of the plan amendment, including a copy of the survey or meeting agenda and a summary of the responses received.

Copy of the Notice of the Availability of the Draft Plan Amendment for Public Review and Comment.

Date of the Notice _____

Type of Notice _____

Plan Location _____

Duration of Draft Plan Public Review Period (Must be at Least Two Weeks) _____

Copy of the Notice for the Public Meeting Held after the two-week public review period and before the plan amendment adoption by the Governing Body(ies).

Date of Notice _____

Name of Newspaper _____

Date of Meeting _____

Copy of the Minutes from the Public Meeting (public hearing and meeting where the plan was adopted).

AMENDED GOALS AND OBJECTIVES

OTHER ELEMENTS: If the plan amendment includes other updated plan elements, list and briefly describe.

PLAN AMENDMENT ELEMENT

1.

2.

3.

PLAN AMENDMENT ADOPTION DOCUMENTATION

Plans **must** be adopted by the highest governing body (i.e., city council, county commission, township board). If planning is the responsibility of a Planning Commission, Park and Recreation Commission, Recreation Advisory Board or other local Board or Commission, the plan should **also** include a resolution from the Board or Commission recommending adoption of the plan by the governing body. In addition, a resolution from the Emergency Financial Manager (EFM) where the local unit of government has been assigned an EFM by the State.

The local unit of government must submit the final plan amendment to both the County and Regional Planning Agency for their information. Documentation that this was done must be included.

Items 1, 3 and 4 below are **required** by all communities and must be included with the amendment.

APPROVAL DOCUMENTATION: For multi-jurisdictional plans, each local unit of government affected by the amendment must pass a resolution adopting the plan amendment. Prepare and attach a separate page for each unit of government included in the plan.

- 1. Official resolution of adoption by the governing body dated: _____
- 2. Official resolution of the _____ Commission or Board, recommending adoption of the plan by the governing body, dated: _____
- 3. Copy of letter transmitting adopted plan to County Planning Agency dated: _____
- 4. Copy of letter transmitting adopted plan to Regional Planning Agency dated: _____
- 5. Copy of letter transmitting amendment to other units of government included in a multi-jurisdictional recreation plan. _____

OVERALL CERTIFICATION

NOTE: For multi-jurisdictional plans, Overall Certification must include the signature of each local unit of government. Prepare and attach a separate signature page for each unit of government included in the plan.

I hereby certify that the recreation plan for

_____ *includes the required content, as indicated*

(Local Unit of Government)

above and as set forth by the DNR.

Authorized Official for the Local Unit of Government Date

This completed checklist must be uploaded in MiRecGrants.

CERTIFICATE OF APPRECIATION

Whereas, it is the desire of the Garfield Township Parks & Recreation to extend its sincere appreciation to Dale Majerczyk for his 6 years of service to the Parks & Recreation Commission;

Whereas, Dale Majerczyk in his capacity as a member of the Parks & Recreation Commission, provided insight to assist his fellow commission members in making sound decisions in order to protect the future of the community parks through thoughtful planning;

Now, Therefore, Be It Resolved that the Garfield Township Parks & Recreation Commission does hereby express its sincere appreciation on behalf of the community to Dale Majerczyk for his dedicated service. He inspired respect for all those who have had the privilege to work with him and his outstanding effort and dedication will be missed.

JOHN SYCH, PLANNING DIRECTOR

VALARIE HANDY, CHAIR