

CHARTER TOWNSHIP OF GARFIELD
VIRTUAL PARKS AND RECREATION COMMISSION

Monday, May 4, 2020 at 6:00 pm
Garfield Township Hall Large Meeting Room
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

The Monday, May 4, 2020, Parks and Recreation meeting at 6:00 pm will be held virtually due to COVID-19 and Governor Whitmer's Executive Order 2020-48: Temporary Authorization of Remote Participation in Public Meetings and Hearings. To provide input on any business that will come before the Commission or to contact the Commissioner(s), please send an email to the Township Planning Director, John Sych, at jsych@garfield-twp.com.

You are invited to join the Parks and Recreation Commission Meeting on May 4, 2020 at 6:00 pm

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83598684966>

Or iPhone one-tap :

US: +13017158592,,83598684966# or +13126266799,,83598684966#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 835 9868 4966

International numbers available: <https://us02web.zoom.us/j/83598684966>

AGENDA

ORDER OF BUSINESS

Call Meeting to Order

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 – February 3, 2020

4. Correspondence

5. Reports

- a. Commissioner Reports
- b. Staff Report / Updates
 - i. Commons 100 – Senate Bill 595
 - ii. BVNP Improvements – Dedication / Opening Ceremony for DNR
- c. Grand Traverse Conservation District Report

6. Old Business

7. New Business

- a. PD-2020-49 – Rental Agreement – Haunted Traverse
 - i. Verbal Updates – Traverse Bay Blues Rugby and Traverse City Futbol League
- b. PD-2020-50 – Parkland Ordinance – Proposed Amendment
- c. PD-2020-53 – Hunting Permit Application – Proposed Revision
- d. PD-2020-54 – Commercial Kayaking on Boardman River – Discussion
- e. PD-2020-52 – Grand Traverse Commons Natural Area Planning – Discussion

8. Public Comment

9. Items for Next Agenda – June 1, 2020

- a. River East Recreation Area – Public Engagement
- b. Parks Capital Improvements Program

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
February 3, 2020**

Roll Call of Commission Members:

Present: James Guilmet, William Scott, Denise Schmuckal, Chris Remy, Chris DeGood, Fern Spence, and Art Bukowski

Staff Present: Deputy Planning Director Steve Hannon; Parks Steward Derek Morton

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

Election of Officers

Schmuckal moved to nominate Chris DeGood as Chair. Bukowski seconded the motion. DeGood accepted the nomination.

*Yeas: Schmuckal, Bukowski, Remy, Guilmet, Spence, Scott, DeGood
Nays: None*

Schmuckal moved to nominate Fern Spence as Vice Chair and Remy seconded the motion. Spence accepted the nomination.

*Yeas: Schmuckal, Remy, Scott, Guilmet, Bukowski, Spence, DeGood
Nays: None*

Spence moved and Bukowski seconded to appoint Chris Remy as Secretary. Remy accepted the nomination.

*Yeas: Spence, Bukowski, Guilmet, Scott, Remy, Schmuckal, DeGood
Nays: None*

1. Public Comment
None

2. Introductions and Recognition

a. Introduction of Art Bukowski – New Commission Member

Mr. Bukowski introduced himself. He stated that he works for the Grand Traverse Regional Land Conservancy and is excited to be a part of the Parks and Recreation Commission.

b. Introduction of Derek Morton

Mr. Morton introduced himself and said that he will work half time as Parks Steward for the Township. He has already been working half time as the Code Enforcement officer.

c. Commissioner Valarie Handy – Certificate of Appreciation

Valarie Handy was given a Certificate of Appreciation for her service to the Township and the Parks and Recreation Commission.

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

DeGood declared a conflict on the TART presentation on the Boardman Lake Loop Trail and will recuse himself from item 8A.

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

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

Nays: None

4. Review and Approval of Meeting Minutes November 4, 2019

Spence moved and Scott seconded to adopt the minutes of November 4, 2019 as presented.

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

Nays: None

5. Correspondence

Email from Gabe Schneider discussing Senate Bill 595, introduced by Senator Wayne Schmidt, regarding the Commons 100 property and clearing up the deed restriction on the site.

6. Reports

a. Commissioner Reports

No report

b. Staff Report/Updates

i. MSU Landscape Architecture Class Project – Buffalo Ridge Trail Phase III

Hannon gave an update on the project. Chris Kushman from TART reported that there were 17 students working on this project. The Buffalo Ridge Trail Phase III project is an opportunity for them to use their design skills on a variety of trails to come up with ideas that can be used on this and other trails.

ii. Parks Steward

Morton said he was getting to know the Township parks and familiarizing himself with the parkland ordinance and parks projects. Some of his first projects include researching the rental of park facilities and park signage.

c. Grand Traverse Conservation District Report

Tom Vitale reported that a new parkland steward joined their team. He is also looking forward to working with Derek. The annual report from the Conservation District will be forwarded to commissioners and he is busy planning for the upcoming season.

7. Old Business**a. PD-2020-17 Adoption of 2020 Agreement with TAPA**

Hannon updated commissioners on last year's TAPA agreement. Gary Bowerman, representing TAPA, said there were many misunderstandings regarding court time. TAPA met with some of the players and they agreed to modifications of the rules for court time. The reservation system will remain in place. Commissioners discussed the proposed agreement and asked questions.

Spence moved and Remy seconded to recommend to the Township Board that the revised policy and agreement for the BVNP pickleball courts, as attached to Planning Department Report 2020-17, BE IMPLEMENTED for two years.

*Yeas: Spence, Remy, Guilmet, Scott, Schmuckal, Bukowski, DeGood
Nays: None*

b. PD-2020-16 Park Reservation Application and Rental Policies

Morton provided an overview of the park reservation application and rental policies. Proposed revisions include updating which parkland areas are available for rental, and for Silver Lake Recreation Area: adjusting rental rates, naming the pavilions, and updating the park map. Commissioners asked questions and made some suggestions for revisions.

Scott moved and Bukowski seconded to recommend the revised Park Reservation Application and Rental Policies to the Township Board for review and approval.

*Yeas: Scott, Bukowski, Guilmet, Spence, Schmuckal, Remy, DeGood
Nays: None*

c. PD 2020-18 BVNP Conceptual Pickleball Court Expansion Proposal – Follow-Up

Hannon reviewed the proposed improvements to the pickleball courts with Commissioners. TAPA proposes providing money for picnic tables and covered benches at the existing pickleball courts, and to do fundraising to build new pickleball courts at the site of the existing tennis courts at BVNP. TAPA will provide the funds for the picnic tables and covered benches, but the township will install and maintain them.

Bukowski moved and Spence seconded to recommend to the Township Board acceptance of enough monetary compensation to fully fund the cost for the proposed picnic tables and benches as donations to the Township and to table the pickleball court expansion proposal at the Boardman Valley Nature Preserve.

*Yeas: Bukowski, Spence, Guilmet, Scott, Schmuckal, Remy, DeGood
Nays: None*

8. New Business**a. TART Presentation on Boardman Lake Loop Trail**

Julie Clark, Executive Director of TART, talked about the Boardman Lake Loop Trail. This has been a project since 2015 and they are close to completion but need extra monetary support to finish the trail due to the revised construction cost estimates after initially going out to bid in 2019. Clark talked about the history of the funding and design of the project. She asked commissioners to support a recommendation to ask for \$200,000 from Garfield Township. Commissioners discussed the proposed funding request. While Commissioners acknowledged that the Township Board needs to determine how the request fits with the Township finances and budget, they generally agreed that finishing the trail was a value to the Township and residents.

Bukowski moved and Remy seconded to recommend approval of a \$200,000 request for funding from TART to complete the Boardman Lake Loop.

*Yeas: Bukowski, Remy, Guilmet, Scott, Spence, DeGood
Nays: Schmuckal*

b. PD-2020-15 Parks and Recreation Commission 2019 Annual Report

Staff put together a summary of improvements and updates in the parks which occurred in 2019.

Guilmet moved and Spence seconded THAT Planning Department Report 2020-15 BE RECEIVED and FILED and FORWARDED to the Township Board.

*Yeas: Guilmet, Spence, Scott, Schmuckal, Bukowski, Remy, DeGood
Nays: None*

c. PD-2020-14 Parks Capital Improvements Program – Update

Hannon gave an overview of the proposed Parks Capital Improvements Program projects for 2020. All projects were identified in the development of the 2020 parks budget. Hannon said that the long-term goal is to develop a multi-year Parks CIP to anticipate expenses for future projects several years ahead of time. Morton stated that he is preparing bids for some of the 2020 projects.

Spence moved and Remy seconded to recommend the 2020 Parks Capital Improvements Program (Parks CIP) FOR APPROVAL to the Township Board in the amount of \$135,000.

*Yeas: Spence, Remy, Guilmet, Scott, Schmuckal, Bukowski, DeGood
Nays: None*

9. Public Comment

Schmuckal explained why she voted no on item 8a.

Hannon announced that he is on the board for League of Michigan Bicyclists, a statewide nonprofit. They have been working on a strategic plan and will be looking for feedback from people interested in bicycling from around the state. Hannon will invite Parks and Recreation Commissioners to give feedback.

10. Items for Next Agenda

- a. Grand Traverse Commons – Planning Strategies
- b. BVNP Improvements – Dedication/Opening Ceremony for DNR
- c. Update Hunting Map

11. Adjournment

DeGood moved to adjourn the meeting at 7:46

Chris Remy, Secretary
Garfield Township Parks & Recreation
Commission
3848 Veterans Drive
Traverse4 City, MI 49684

QUARTERLY REPORT SUMMARY

January 1 – March 31, 2020

The Conservation District completed the following activities as part of management objectives identified with the Charter Township of Garfield (Township) on associated parklands including, but not limited to Silver Lake Recreation Area, Kids Creek Park, the Commons Natural Area, Miller Creek Nature Reserve, and Boardman Valley Nature Preserve.

ADMINISTRATION

- Met with Township Planners and Park Steward, Derek Morton, to review draft 1-year Resource Management Agreement and billing expectations for 2020
- Met with Derek Morton bimonthly to review and prioritize work plan items for Township parks
- Met with Chris Kushman, TART Planning and Management Director, to discuss a proposed Trail Ambassador program along the Boardman River Trail which transects the Township's Boardman Valley Nature Preserve (BVNP)
- Communicated and met with TART staff to review signage for the Buffalo Ridge Trail that identifies connection to the Kids Creek Park trail system
- Corresponded with Greg Griffith, from Popp Excavating, to ensure timely construction of the approved and permitted crush gravel trail across the South-Y's athletic field at BVNP
- Contacted State Fisheries Biologist, Heather Hettinger, regarding 2020 stocking of Oleson Pond at Kids Creek Park
- Solicited estimates for fish stocking and an aeration system for pond at Kids Creek Park
- Corresponded with Robyn Schmidt, Water Resource Division of MI Department of EGLE, regarding permit for an extension to a boardwalk at the BVNP
- Began process of updating maps and info station signage at trailheads
- Prepared and submitted 2019 Annual Report for Township Parks

PARK IMPROVEMENTS, MONITORING AND MAINTENANCE

- Provided weekly trailhead monitoring checks, picked-up litter, and refilled dog waste bag dispensers as necessary
- Provided weekly walk-throughs of the dog park at Silver Lake Recreation Area to swap American Waste trash totes and refill empty dog waste bag dispensers
- Cleared snow as necessary to enable access to trash totes at trailheads
- Cleared down trees and pruned along trails at all Township parks to maintain safe access
- Followed-up on report of vehicle tracks and tree cutting by the cistern at the Commons.
- Re-posted several down interim trail navigational maps & information placards at Commons trail intersect posts
- Replaced broken fence rails along boardwalk at Kids Creek Park
- Documented broken timber trash surround at Kid's Creek trailhead located behind Kohls for replacement in Spring/Summer 2020. Also noted the fence leading down from trailhead needs replacing.
- Replaced signage and checked blocked trail that accesses private property (under new ownership) from the Long Lake trailhead.



- Installed two trail counters along 'Safe Routes to School' access to TC West Middle School along the Buffalo Ridge Trail and off Barnes and Long Lake roads
- Reoriented trail marker #6 at Kids Creek Park to better direct users
- Rearranged TART Wayfinding signage from the Buffalo Ridge Trail to correctly orient users to Kids Creek Park
- Removed section of old silt fencing by Kids Creek over-look
- Blew off leafy debris that accumulated over winter on timber infrastructure including boardwalks, bridges, and stairs to maintain safe access and longevity of timber material
- Refastened loose Township logo on Miller Creek Nature Reserve sign off S. Airport Rd.
- Camouflaged spray-painted graffiti at the Commons and Miller Creek Nature Reserve
- Prior to the COVID-19 crisis, created fliers for April volunteer workbee events at several parklands...those work bees have since been cancelled.
- Communicated with Greenspire School teacher Phil Girard regarding stewardship opportunities at the Commons Natural Area
- Coordinated volunteer trail steward activities to help monitor parks; met with trail steward on Miller Creek trails to recon tree clearing

Other

- Provided active response to concerns identified by designated Trail Steward, Steve Fritz through his reports to the District
- In process of coordinating educational stewardship opportunities w/ TC West (Project Greenagers) at Kids Creek Park and Greenspire School (Tree School) at the Commons Natural Area – pending current school closures
- Followed-up on report by an adjacent property owner of the GT Commons of vandalized boundary signs indicating private property ahead

2020 WORK PLAN PROJECTS – As reviewed with Derek Morton

Silver Lake Recreation Area

- Update trail map and information station posters
 - Provide drafts for Garfield review
 - Solicit bids with sign companies
 - Approve and install
- Develop and install trail intersect navigational maps with corresponding number system
- Create signs to deter motorized snowmobile access along park boundary
- Develop and install 'No Household Waste' signs for trash surrounds
- Enhance buffer along W. Silver Lake Road as determined necessary
- Provide seasonal poison ivy treatment along trailside (typical June/July application)
- Monitor and control invasive species as determined necessary with Township approval (follow-up foliar treatment of bk. Locust)

Kids Creek Park

- Replace aged fencing at entry behind Kohls (23 sections)
- Stock Oleson pond
 - Solicit bids
 - Secure stocking permit



- Meet fish truck onsite
- Remove aquatic weeds at Oleson Pond as needed
- Assist Township with demolition of Franke mill as necessary
- Spray weeds along crush gravel trail to maintain UA access
- Monitor and control invasive species as determined necessary with Township approval of available funding

Commons Natural Area

- Replace aged fencing at Long Lake trailhead and parking lot (16 sections)
- Reconnect Long Lake Trailhead to Copper Ridge along SW boundary (needed since 2019 trail closure onto former Ransom parcel)
 - Determine cost and funding availability
 - Flag proposed route
 - Secure County soil erosion permit
 - Contract labor w/ YouthWorks
- Provide trail improvements to mitigate erosion and drainage concerns (i.e. Garfield Trail)
- Remap informal trails and determine which to close off; update temporary trail intersect maps
- Replace temporary laminated property boundary markers that denote private property ahead with more permanent measure
- Monitor and control invasive species as determined necessary with Township approval of available funding

Miller Creek Nature Reserve

- Update information station posters and trail maps
- Revamp trail navigational signs with corresponding number system
- Continue to seek opportunities to connect trail system to BVNP
- Spray for trailside poison ivy treatment and control invasive species as determined necessary with Township approval of available funding

Boardman Valley Nature Preserve

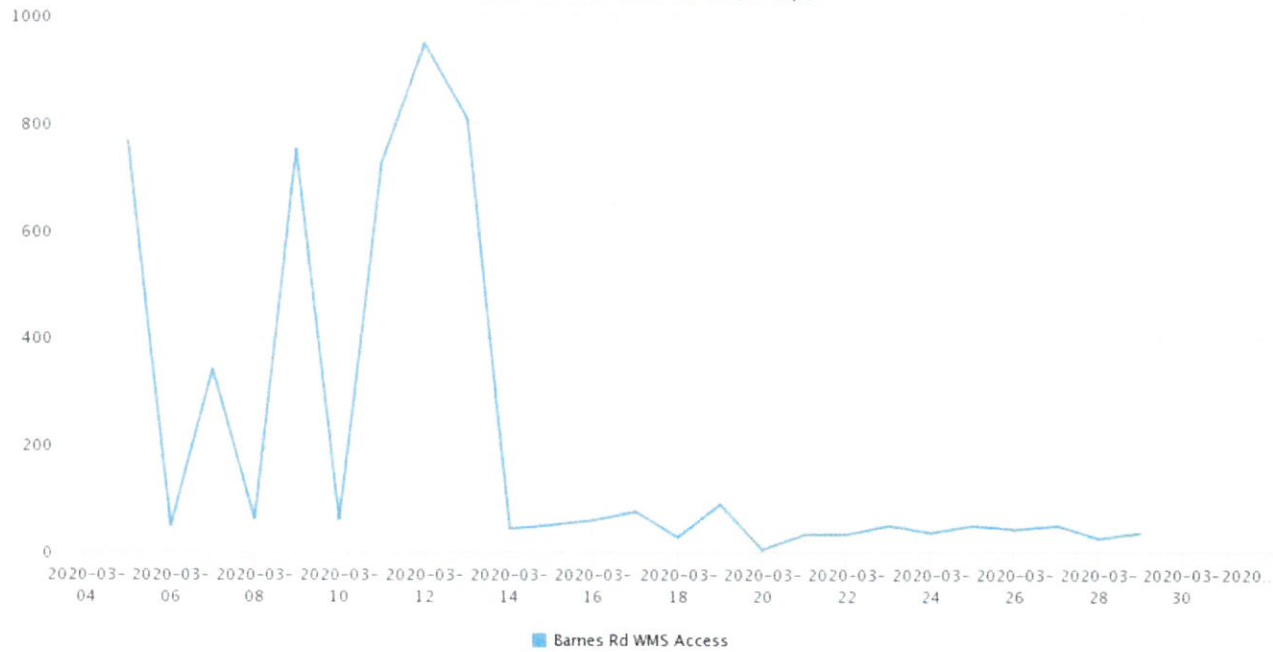
- Assist with installation of ADA canoe/kayak platform as necessary
- Oversee timely installation of crush gravel trail through the Y's athletic field
 - Continue communication with contractor, Popp Excavating, and YMCA manager
 - Post acquired permits
 - Review silt fencing placement
 - Ensure designs are implemented accordingly
 - Seed and straw disturbed areas upon completion
- Extend black locust boardwalk over wet section of trail
 - Determine cost differences between locust and treated timbers
 - Secure permits
 - Implement construction

March Trail Counter Data Collection along 'Safe Routes to School'

Barnes Road Access to TC West Middle School

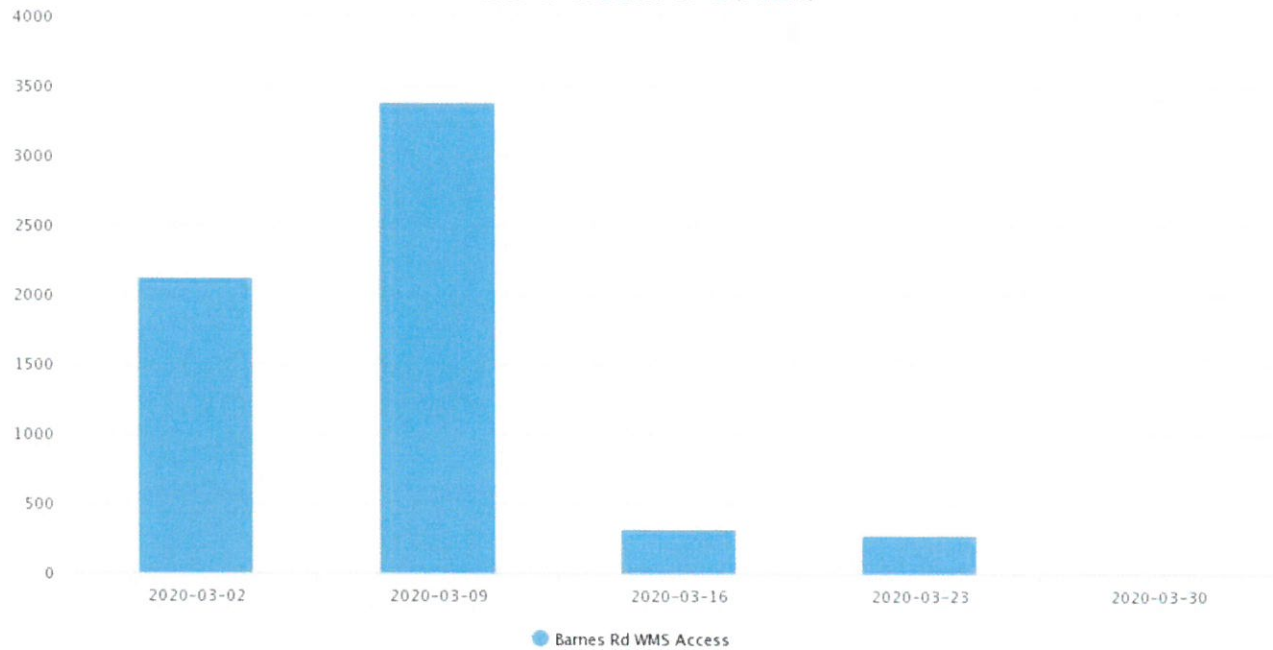
Daily totals

2020-03-04 to 2020-04-01 (29 days)



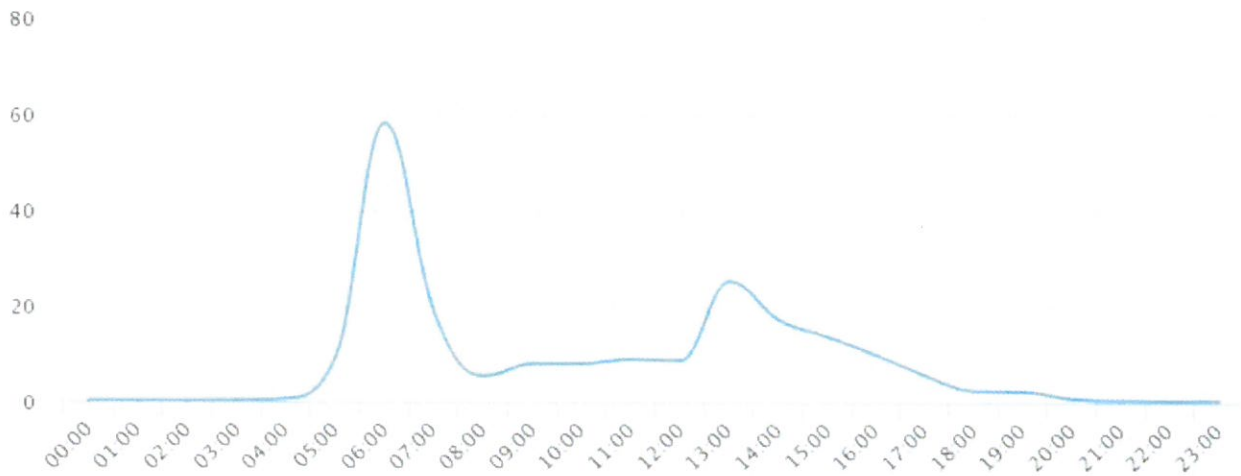
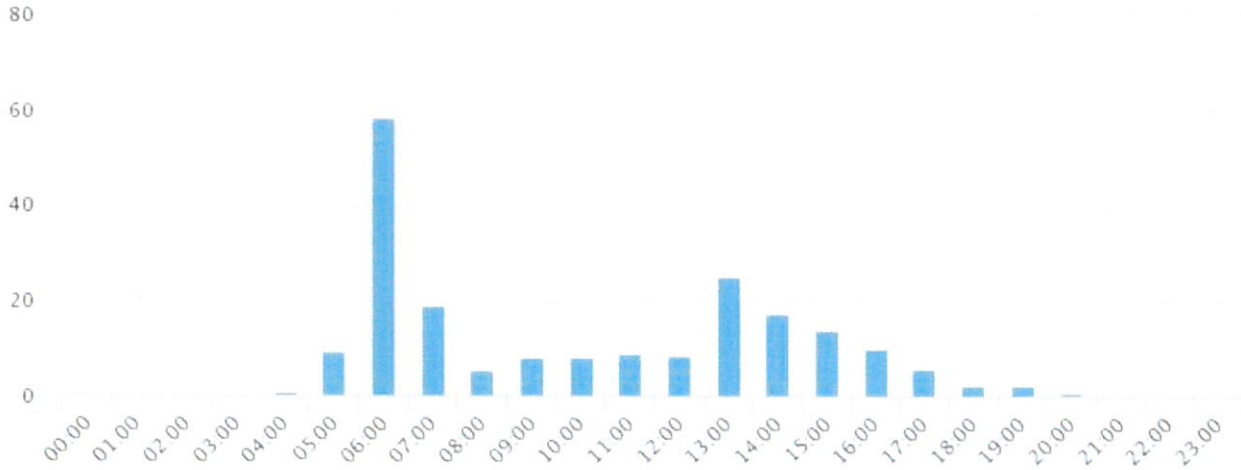
Weekly* totals

2020-03-02 to 2020-04-05 (5 weeks)



Hours of the day

2020-03-04 to 2020-04-01
Hourly averages



Site Name	Average	Median	STDV	Min	Max
Barnes Rd WMS Access	8.6	5.6	12.3	0.2	58.3

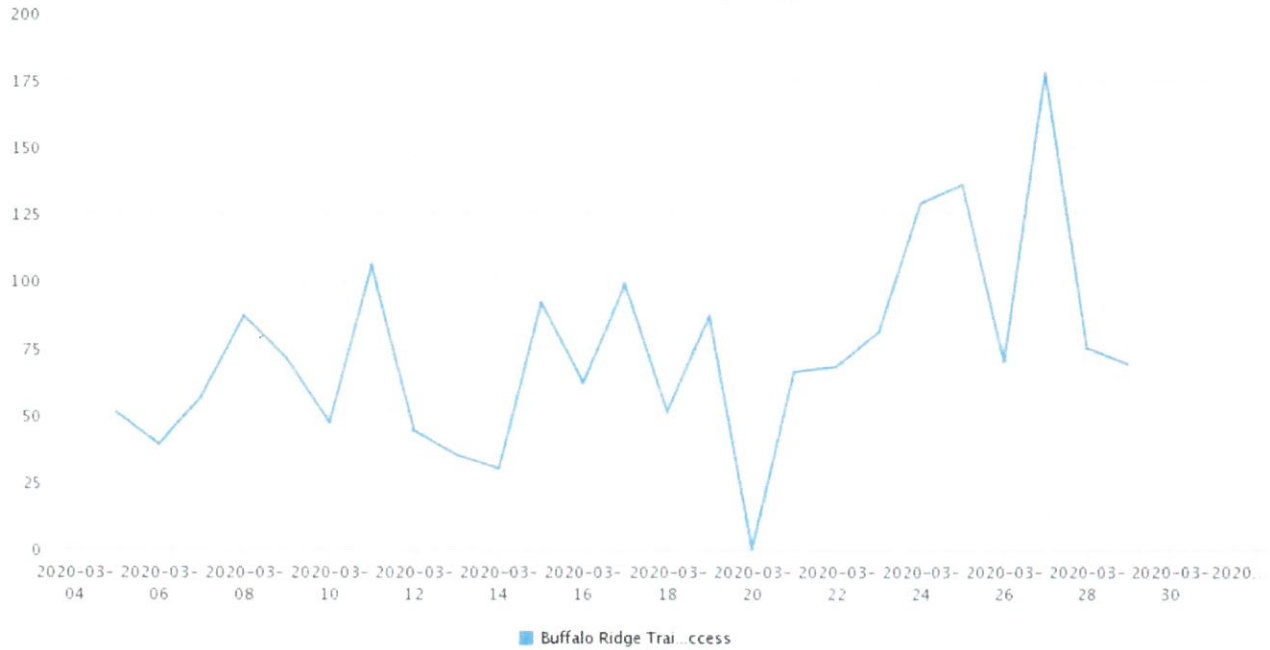


March Trail Counter Data Collection along 'Safe Routes to School'

Buffalo Ridge Trail Access to TC West Middle School

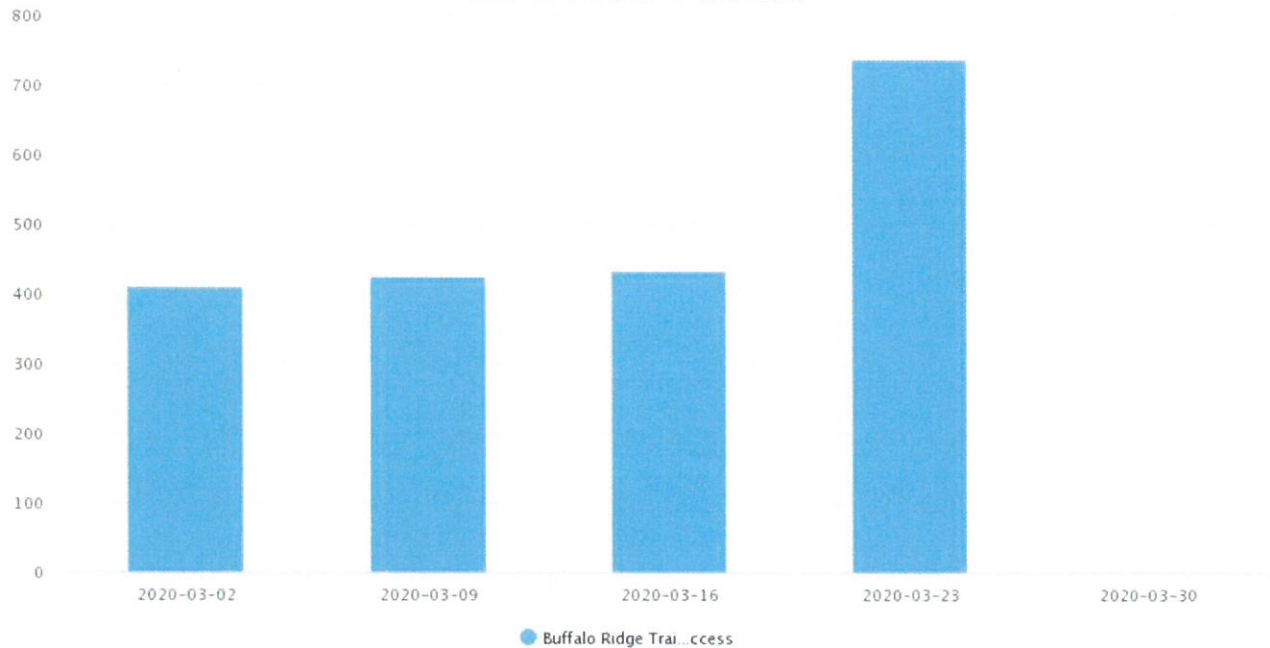
Daily totals

2020-03-04 to 2020-04-01 (29 days)



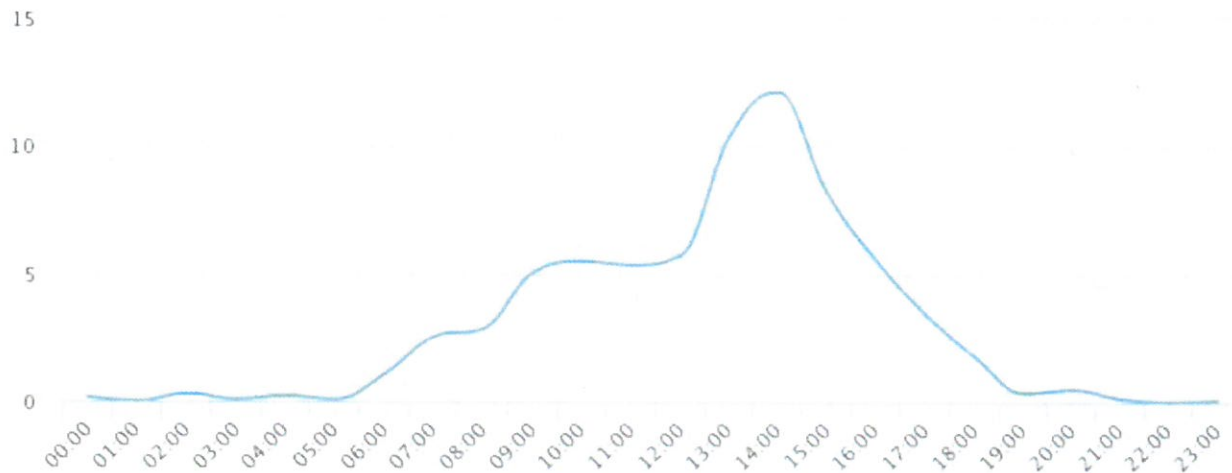
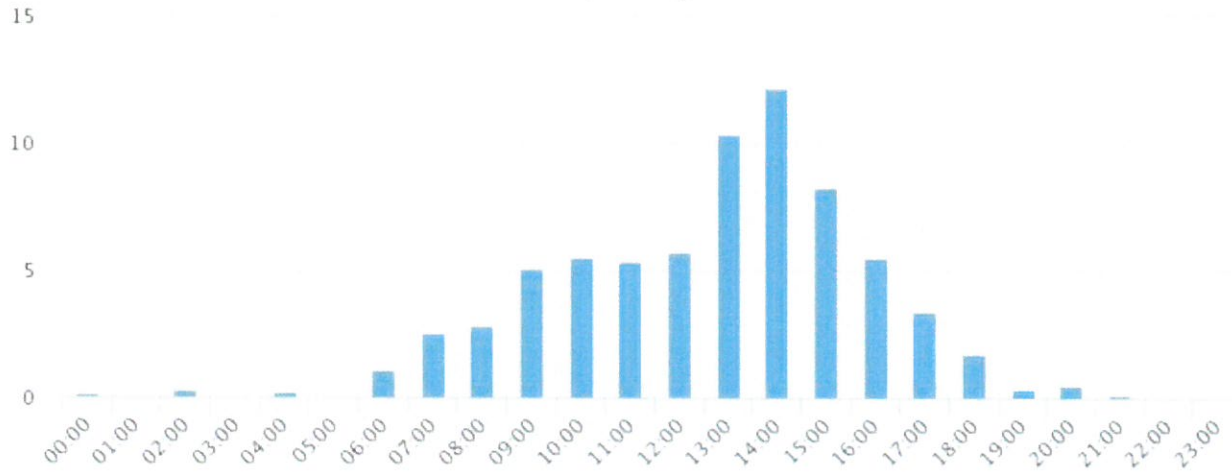
Weekly* totals

2020-03-02 to 2020-04-05 (5 weeks)



Hours of the day

2020-03-04 to 2020-04-01
Hourly averages



Site Name	Average	Median	STDV	Min	Max
Buffalo Ridge Trail WMS Access	3.2	2.2	3.5	0.1	12.1



Draft Parkland Poster Renditions

Garfield Township's KIDS CREEK PARK

FISHING IN KIDS CREEK

EPHÉTIQUETTE

Kids Creek Park Rules

History of Kids Creek

Questions or comments? Contact the Grand Traverse Conservation District at (231) 641-1946, trailinfo@gtcd.org, or info@gtcd.org

Garfield Township's KIDS CREEK PARK

FISHING IN KIDS CREEK

EPHÉTIQUETTE

Kids Creek Park Rules

History of Kids Creek

Questions or comments? Contact the Grand Traverse Conservation District at (231) 641-1946, trailinfo@gtcd.org, or info@gtcd.org

Garfield Township's MILLER CREEK NATURE RESERVE

STAY ON TRACK

EPHÉTIQUETTE

Nature Reserve Rules

History of Miller Creek

Questions or comments? Contact the Grand Traverse Conservation District at (231) 641-1946, trailinfo@gtcd.org, or info@gtcd.org

Garfield Township's SILVER LAKE RECREATION AREA

BE ON THE WAGON

TRAILS & ROAD STRONG

Recreation Area Rules

Facility Use & Animal Interaction

Questions or comments? Contact the Grand Traverse Conservation District at (231) 641-1946, trailinfo@gtcd.org, or info@gtcd.org

Commons Natural Area

Tree Clearing



Replacement of interim trail navigational maps



Commons Graffiti



Continued Cover-up Efforts



Kids Creek Park



Blowing off boardwalk of leafy debris



Reoriented signs to improve navigation



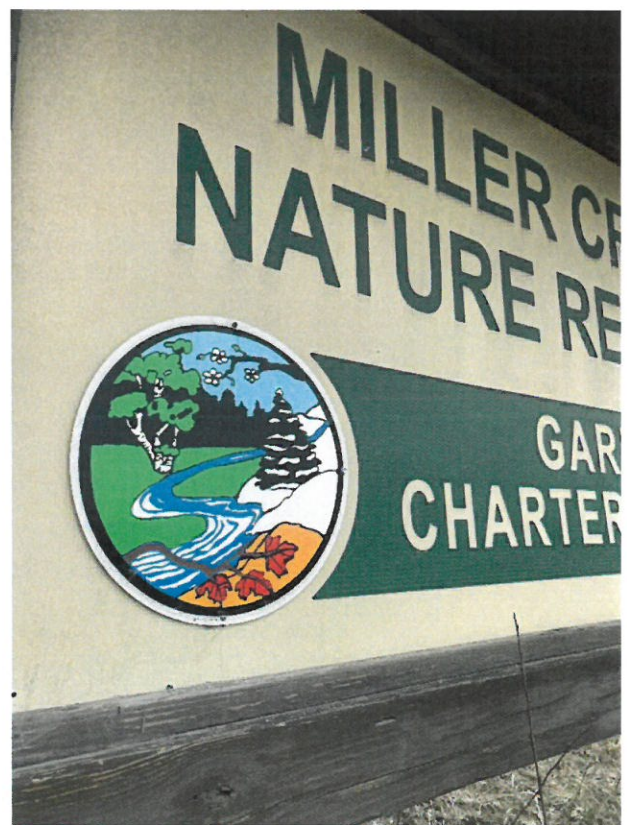


Fencing Rail Replacement along Kids Creek

Miller Creek Nature Reserve



Graffiti at Miller Creek



Secured Garfield logo that was falling

Miller Creek Trail Clearing



Silver Lake Recreation Area



Trash surround snow clearing to enable safe access




Weekly monitoring of dog park to refill dog waste bags and rotate the American Waste tote



Well wishes to all!

Thank You!

The Grand Traverse Conservation District

 Charter Township of Garfield Planning Department Report No. 2020-49		
Prepared:	April 27, 2020	Pages: 1
Meeting:	May 4, 2020 Parks and Recreation Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	Rental Agreement Permit with Haunted Traverse – theme tours	

BACKGROUND:

Haunted Traverse has guided theme tours which operates under DBA, Dinesty, LLC. They are requesting permission to operate the tours after the allowed hours of operation (dusk until dawn) in primarily the Grand Traverse Commons Natural Area. Currently, the Ordinance allows these types of paid services to operate with written permission from the Parks Administrator.

STAFF COMMENT:

Staff proposes the following questions as discussion items regarding this request:

- Do the Commissioners feel it is appropriate to allow this type of activity and formalize a written agreement with private entities that wish to operate their businesses on our Parklands?
- Additionally, do the Commissioners wish to confirm the business’ liability insurance and have a signed agreement in place?

The signed rental agreement would include a daily and/or seasonal fee. A draft of the written agreement is attached to this report.

ACTION REQUESTED:

Following discussion, if Parks and Recreation Commissioners are comfortable with the proposed rental application, then the following motion is suggested:

MOTION TO recommend the Rental Agreement with Haunted Traverse
FOR APPROVAL to the Township Board

Attachments:

1. Proposed Permit Rental Agreement with Haunted Traverse

Charter Township of Garfield

Permit Application – Haunted Traverse Tours

The Charter Township of Garfield has established the following permit application policy & procedure for Haunted Traverse Tours.

- All Township Park Rules must be adhered to (exception-hours). See attached rules.
- The Township reserves the right to modify this policy & procedure & to develop & enforce such additional rules & regulations as may be required for the protection of the park.
- Fees as imposed by this policy may be waived by the Township Board.
- Groups will be held financially responsible for damages attributed to their use.
- No parking on township property (use designated parking areas)
- Stay on established trails.
- The Township may request a “Certificate of Insurance” from the group for liability coverage.
- Permit Application Fee is \$25/day or \$200/calendar season.

Requested Dates, Days & Times:

Date: _____

Day of the week: _____

Start Time: _____

End Time: _____

Approximate Number of Participants: _____

Park Utilized: _____

Contact Information

Group Name: _____

Contact Person: _____

Mailing Address: _____

Phone: _____


Email: _____

Certificate of Insurance Attached: _____

On behalf of Haunted Traverse, I understand all procedures associated with this request & accept legal/financial responsibilities involved in the use of the Park.

Signature: _____

Date: _____

 Charter Township of Garfield Planning Department Report No. 2020-50			
Prepared:	April 27, 2020	Pages:	2
Meeting:	May 4, 2020 Parks and Recreation Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Parkland Ordinance – Proposed Amendment		

BACKGROUND:

Staff has reviewed the Charter Township of Garfield Ordinance No. 50 – Parkland Ordinance considering updated information since the previous amendments to this Ordinance. Staff recommends the following revisions to the Parkland Ordinance to reflect parkland rules and updated parkland boundaries. The full Parkland Ordinance with proposed changes shown is included as an attachment to this report.

PROPOSED REVISIONS:

The proposed amendment to the Parkland Ordinance covers the following revisions:

Name of Boardman Valley Nature Preserve

The park now known as “Boardman Valley Nature Preserve” was once known as the “Garfield Township Nature Reserve.” This amendment would include inserting the new name of the park in place of the old name. The old name appears twice in the ordinance: in Section II N. and Section VI. E.6.

Definition of Parkland Areas

The ordinance defines the area for Boardman Valley Nature Preserve as “all Township Parkland along the Boardman River between Boardman Lake and the Grand Traverse County Natural Education Reserve” and does not define the land for River East Recreation Area. The recommended amendment would allow for the definition of the Boardman Valley Nature Preserve to exclude River East Recreation Area, and for the creation of a definition for River East Recreation Area.

There is also a typographical error on the description of the Grand Traverse Commons, which is described as a “development district” in the Zoning Ordinance. The Grand Traverse Commons Recreation Area is also understood to include the “State 40” parcel, a nearly 40-acre site west of the current Grand Traverse Commons area on the parkland map. The “State 40” parcel may potentially be rezoned from its zoning of A – Agricultural to GTC – Grand Traverse Commons.

Hours of Operation

The Parkland Ordinance says that “All Township Parkland shall be available for public use from two (2) hours before sunrise until two (2) hours past sunset, unless otherwise posted.” The proposed amendment would reflect the parkland hours to be from sunrise to sunset, unless otherwise posted or approved by the Parks Administrator.

Parkland Location Map

Several updates are proposed for the Parkland Location Map to reflect additional parkland properties:

Parcels	Parkland
“Hanson”	Miller Creek Nature Reserve
“State 40”	Grand Traverse Commons Recreation Area
“Goodwill,” “Verizon,” a few other small parcels	Boardman Valley Nature Preserve
“Templeton,” another parcel further south	River East Recreation Area

Hunting, Fishing, and Trapping

The Township has acquired different parts of its Parkland through the Michigan Natural Resources Trust Fund (MNRTF) grant program. There are different encumbrances on different parts based on the Project Agreement for each grant. In one grant from 2009, TF09-173, the Township acquired two parcels: one identified as the “Goodwill” parcel and one identified as the “Templeton” parcel (this is the first of two “Templeton” parcels acquired by the Township). The Project Agreement for this grant specifically states these properties shall be available for “use as passive recreation and all hunting seasons.”

This ordinance amendment recommends adding the “Goodwill” parcel to the Boardman Valley Nature Preserve as described above, using the “Templeton” parcels to create the River East Recreation Area as described above, and amending the hunting section of the ordinance to allow for hunting in the River East Recreation Area. The hunting permit application and map is also proposed to be updated accordingly.

PROCESS TIMELINE:

The Parkland Ordinance is Ordinance No. 50 in the Charter Township of Garfield Ordinances. Amending the Parkland Ordinance will consist of the following steps following Commissioner discussion about the proposed amendment:

- Parks and Recreation Commission recommendation to the Township Board; forward to Township Board for the next Township Board meeting
- Township Board introduction and set public hearing for the next Township Board meeting
- Township Board public hearing and action / resolution on proposed amendment

ACTION REQUESTED:

The purpose of bringing this item before the Parks and Recreation Commission is to discuss the proposed amendment. Following discussion, if the Parks and Recreation Commissioners are comfortable with the proposed amendment, then the following motion is suggested:

MOTION TO RECOMMEND to the Township Board THAT Garfield Township Ordinance No. 50 BE AMENDED to include the revisions as described in Planning Department Report No. 2020-50.

Any additional information the Commissioners feel is necessary should be added to this motion.

Attachments:

1. Proposed amendments to Ordinance No. 50 – Parkland Ordinance with track changes
2. Appendix A: Parkland Location Map – current version and version with all proposed amendments
3. Excerpt from Project Agreement for MNRTF Grant TF09-173

THE CHARTER TOWNSHIP OF GARFIELD

ORDINANCE NO. 50
PARKLAND ORDINANCE

An Ordinance to provide for operating rules and regulations for, and to apply to, all Parkland under the jurisdiction of the Charter Township of Garfield.

THE CHARTER TOWNSHIP OF GARFIELD, GRAND TRAVERSE COUNTY,
MICHIGAN ORDAINS:

Section I
Scope and Mission Statement

- A. Preamble and Scope. This Ordinance shall act as the operating rules and regulations for, and apply to, all Parkland owned and/or controlled by the Charter Township of Garfield under authority provided by MCL 41.422.
- B. Mission Statement. The Township's goal is to provide safe, convenient, user friendly parks and trails to the citizens of Garfield Township as well as our neighbors and guests, while still preserving and protecting the natural environment in which they exist.

Section II
Definitions

- A. "Board" shall mean the Charter Township of Garfield Board of Trustees.
- B. "Township" means the Charter Township of Garfield.
- C. "Township Parkland" shall mean all parks and recreational lands, facilities and trails, owned or under the control of Garfield Township, currently being used for recreational purposes, or being held for future recreational use as shown on the Green Infrastructure Plan, as attached to the Township's Comprehensive Land Use Plan, including but not limited to, Township Parks (including nature reserves) identified in these Section II definitions.
- D. "Parks Administrator" shall mean Township Supervisor, or a designee of the Board, who has been delegated the authority to oversee operation of Township Parkland.
- E. "Person or Persons" shall mean any individual(s) or group(s) of individuals.
- F. "Camping" shall mean the overnight lodging or sleeping of a person or persons on Township Parkland, including but not limited to using a tent, trailer coach, vehicle camper, motor vehicle or in any other conveyance.
- G. "Rules" shall mean this Ordinance and any amendments to this Ordinance approved by the Board for the purpose of regulating the operation of Township Parkland.

- H. "Pavilions" shall mean the covered concrete areas on Township Parkland designed for picnicking and socializing. These pavilions usually contain picnic tables for public use.
- I. "Designated Trails" shall mean all paved, wood chipped or dirt trails, on Township Parkland, designed for non motorized use.
- J. "Silver Lake Recreation Area" shall mean the Township Parkland located along East Silver Lake Road, North of Silver Pines Road. This area is identified as location "A" on Appendix A.
- K. "Kid's Creek Park" shall mean all Township Parkland located along U.S. 31 South, between the Great Wolf Lodge and Kohl's and proceeding west and south. This area is identified as location "B" on Appendix A.
- L. "Grand Traverse Commons Recreation Area" shall mean all Township Parkland located within the Grand Traverse Commons redevelopment district. This area is identified as location "C" on Appendix A.
- M. "Miller Creek Nature Reserve" shall mean all Township Parkland located East of South Airport Road and West of Cass Road, and property South of South Airport Road and North of Hartman Road. This area is identified as location "D" on Appendix A.
- N. "~~Garfield Township Nature Reserve~~Boardman Valley Nature Preserve" shall mean all Township Parkland along the Boardman River between Boardman Lake and the Grand Traverse County Natural Education Reserve, except for the "River East Recreation Area" as described below. This area is identified as location "E" on Appendix A.
- O. "Hughes Drive Nature Reserve" shall mean all Township Parkland along Hughes Drive south of Hammond Road. This area is identified as location "F" on Appendix A.
- O.P. "River East Recreation Area" shall mean all Township Parkland between the Boardman River and Keystone Road south of the City of Traverse City Brush Drop-Off Site. This area is identified as location "G" on Appendix A.

Section III
Hours of Operation

- A. All Township Parkland shall be available for public use from ~~two (2) hours before sunrise~~ until ~~two (2) hours past sunset~~, unless otherwise posted or approved by the Parks Administrator. Site specific hours of operation, where posted, will be posted at the general parking areas or trail head.

Section IV
Prohibited Activities

The following activities are prohibited and it shall be unlawful for any person or persons to do any of the following in Township Parkland;

- A. Remain on Township Parkland outside of the stated or posted hours of operation.

- B. To enter any Township Parkland that is posted or in any other way identified as being "closed".
- C. To camp at any time unless written permission is obtained from the Parks Administrator.
- D. To have an open fire, outside the designated charcoal grills provided for the purpose of cooking, without written permission of the Parks Administrator. (Private grills shall be allowed, either gas or charcoal, so long as the ashes will not be deposited on the ground) No fires may be built directly on the ground.
- E. To operate motorized vehicles of any kind on designated trails, except for maintenance or patrol as authorized by the Parks Administrator.
- F. To operate or park any motorized vehicles of any kind on Township Parkland except in established driveways and parking areas.
- G. To commit vandalism of any kind, including but not limited to;
 - 1. Removing, damaging, destroying or defacing Township owned property and equipment.
 - 2. Destroying, damaging, injuring or removing any trees, shrubs, wildflowers or vegetation on any Township Parkland.
- H. To have a pet, on Township Parkland, that is not on a leash or otherwise restrained and in control of its keeper. Animal leashes shall not exceed 16 feet in length.
- I. To litter or otherwise dispose of or discard refuse of any kind in or upon Township Parkland except by placing said refuse in containers provided for that purpose.
- J. To dispose of any household refuse on Township Parkland or in garbage receptacles on Township Parkland.
- K. Solicit, post, advertise or in any way sell or attempt to sell any goods or services on Township Parkland without written permission of the Parks Administrator.
- L. To possess or consume beer, wine or any intoxicating liquors on Township Parkland.
- M. To possess, smoke, or vape marijuana, tobacco, or any other products on Township Parkland.
- N. To discharge projectiles either by air, explosive substance or any other force by any firearm, revolver, pistol, shotgun, rifle, air rifle, air gun, paint ball gun, bow or other weapon that discharges a projectile. This section shall not apply to any peace officer, or duly appointed law enforcement officer while carrying out their duties. This section shall also not apply to any person lawfully hunting game as outlined in Section VI of this Ordinance and as allowed by federal and state game laws.

- O. To in any way harass and intentionally disturb any and all wildlife on Township Parkland other than while hunting as allowed in Section VI of this Ordinance and as allowed by federal and state game laws.
- P. To feed any wildlife at any time on Township Parkland.
- ~~Q.~~ To refuse to comply with this Ordinance when requested by a local enforcement officer or in any way hinder the Parks Administrator, any employee or designee of the administrator while performing their official duties, including the enforcement of this Parkland Ordinance.

~~R-Q.~~

Section V
Rules of Operation

- A. Persons must act in a way so as not to create a disturbance which will unreasonably impair the quiet enjoyment of other persons using the Township Parkland.
- B. Persons with pets on Township Parkland shall pick up and dispose of excrement from their pets. These droppings must be contained in a sealed bag and removed from Township Parkland or placed in trash receptacles as provided.
- C. Township Pavilions shall be occupied on a first come first served basis, unless previously reserved, and must be made available / shared with other persons, as long as space permits. Persons using Township Pavilions must clean up after use and dispose of any trash in receptacles provided or remove their trash from Township Parkland.
 - 1. Pavilions may be reserved for large groups and special events at the discretion of the Parks Administrator. Persons wishing to reserve a pavilion for a large group or special event must make their request in writing to the Parks Administrator at least 14 days prior to the event. Reservation requests will be considered for groups of 15 or more people only. If a reservation is approved by the Parks Administrator the details of that reservation will be posted on the pavilion at least 7 days prior to the event.
- D. Baseball diamonds, tennis courts, basketball courts, soccer fields and any other recreational facilities may be reserved for future use upon approval of the Parks Administrator. Reservations shall be available for a single event and/or for continuing use on a weekly basis. Absent a reservation, facilities shall be used on a first come first serve basis.
- E. Fees for the reservation and rental of Township Park facilities shall be established by the Charter Township of Garfield Fee Schedule.

Section VI
Hunting, Fishing and Trapping

- A. The Board and Parks Administrator reserves the right to use any and all means to control wildlife deemed to be a nuisance. All further conditions regulating Hunting, Fishing or Trapping in this Ordinance shall not apply to the Township or its designees.
- B. Fishing is allowed in all waterways within Township Parkland so long as all state and federal game laws and regulations are adhered to.
- C. Trapping of wildlife is not permitted on Township Parkland.
- D. Target shooting is not allowed on Township Parkland.
- E. Hunting is allowed only on Township Parkland identified in this section of the Ordinance and with the limitations stated herein. Anyone hunting on Township Parkland must possess valid state and federal game licenses as required for the game being hunted. All hunting must be done in accordance with state of Michigan and federal laws including but not limited to those regarding season dates, species and bag limits. Hunters must also possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance.
 - 1. There shall be no hunting allowed in the Silver Lake Recreation Area.
 - 2. There shall be no hunting allowed in the Kid's Creek Park.
 - ~~3.~~ There shall be no hunting allowed in ~~The~~the Grand Traverse Commons Recreation Area.
 - ~~4.~~
 - ~~5.3.~~ ~~There shall be no hunting allowed in the Hughes Drive Nature Reserve.~~
 - ~~6.4.~~ Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the Miller Creek Nature Reserve. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
 - 5. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the ~~Garfield Township Nature Reserve~~Boardman Valley Nature Preserve. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
 - 6. There shall be no hunting allowed in the Hughes Drive Nature Reserve.
 - 7. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the River East Recreation Area. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
- F. There shall be no permanent hunting blinds erected on Township Parkland. All tree stands must be temporary in nature and removed when not in use. No permanent steps, ladders or screw in foot pegs may be used.

- G. There shall be no cutting of trees, tree limbs or any other vegetation, on Township Parkland, to improve visibility for the purpose of hunting.
- H. All hunting or placement of temporary hunting blinds must take place at a minimum 150 feet from any parking area, boat launch or maintained trail on Township Parkland.
- I. There shall be no baiting of game on Township Parkland.
- J. Permits to hunt on Township Parkland must be obtained, from the Parks Administrator, in advance of hunting as outlined below;
 - 1. Hunting permits will be issued on a first come first serve basis by the Parks Administrator. Permits will be area specific and the number available will vary based on the hunting season and hunting area. The number of permits available will be determined by the Parks Administrator.
 - 2. Hunting permits will be valid for 7 days beginning ~~2-hours before~~ sunrise on Saturday and ending at sunset on Friday of the week that the permit is issued for.
 - 3. Applications for hunting permits are available at the township offices and must be filled out at least 7 days and not more than 14 days prior to the desired timeframe. Hunting permits are free of charge.
 - 4. All hunters granted hunting permits will be required to complete, and submit to the Parks Administrator, a survey within 10 days of the end of their hunting period. This survey will be used to help analyze wildlife encountered during the hunter's use of Township Parkland. This survey will be issued with the permit. Failure to complete and return this survey may result in forfeiture of future eligibility of permits to hunt on Township Parkland.
 - 5. Hunting permits issued by the Parks Administrator are non-exclusive permission to hunt. The permit holder should be advised that additional permits to hunt may be issued.
 - 6. Hunting permits are specific to the person granted the permit and are non-transferable.
 - 7. In the case of animals being taken, which require field dressing, the resulting entrails shall be covered with soil at a depth of one (1) foot.
- K. Any person granted the privilege of utilizing Township Parkland for the purpose of hunting shall agree to conduct them self in a safe and ethical manner. They must also be mindful of property boundaries, safety zones surrounding adjoining residences, recreational trails and other users of the Parkland.

Section VII
Enforcement and Penalty

- A. The Grand Traverse County Sheriff, Grand Traverse County Sheriff deputies, and Township Code Enforcement Officers are authorized as local enforcement officers of this Ordinance.
- B. Any person(s) violating any provisions or rules in this Ordinance shall be deemed as guilty of a misdemeanor and upon conviction thereof shall be fined as follows;
 - 1. First violation within a 2-year period not more than a \$50.00 fine.
 - 2. Second violation within a 2-year period not more than a \$100.00 fine.
 - 3. Third violation within a 2-year period not more than a \$150.00 fine.
 - 4. Fourth and all subsequent violations within a 2-year period not more than \$250.00 fine.

In addition to the fines as outlined above, person(s) convicted of violating this Ordinance may be imprisoned in the county jail for a period not to exceed 90 days.

Section VIII
Severability

- A. The provisions of this Ordinance are severable and if any part is declared void or unenforceable by court of competent jurisdiction, the remaining parts shall remain in force.

Section IX
Effective Date

This Ordinance shall take effect thirty (30) days after it is published.

A copy of this Ordinance may be inspected at the office of the Charter Township of Garfield located at 3848 Veterans Drive, Traverse City, Michigan between the hours of 7:30 a.m. and 6:00 p.m., Monday through Thursday.

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance amended and duly adopted by the Township Board of the Charter Township of Garfield, County of Grand Traverse, Michigan, at a meeting held on May 14, 2019, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

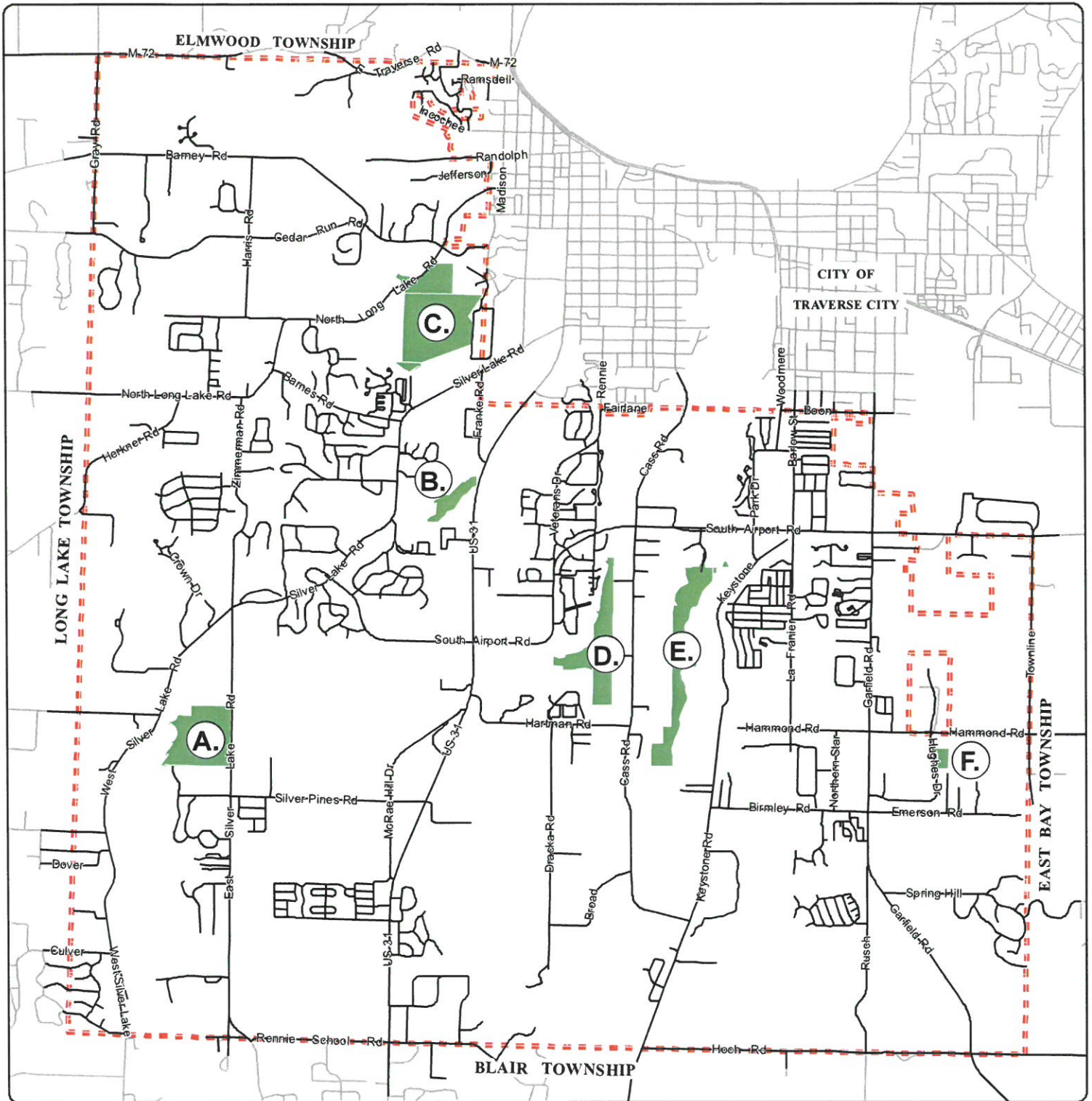
Lanie McManus, Clerk

Date

Garfield Township Board
Amendment No. 1 Introduced: July 9, 2009
Amendment No. 1 Adopted: July 23, 2009
Amendment No. 2 Introduced: April 23, 2019
Amendment No. 2 Adopted: May 14, 2019

Charter Township of Garfield

Ordinance 50 - Appendix A : Parkland Location Map



July 09, 2009

Garfield Charter Township
3848 Veterans Drive
Traverse City, MI 49684
Phone: 231.941.1620
Fax: 231.941.1688
www.garfield-twp.com

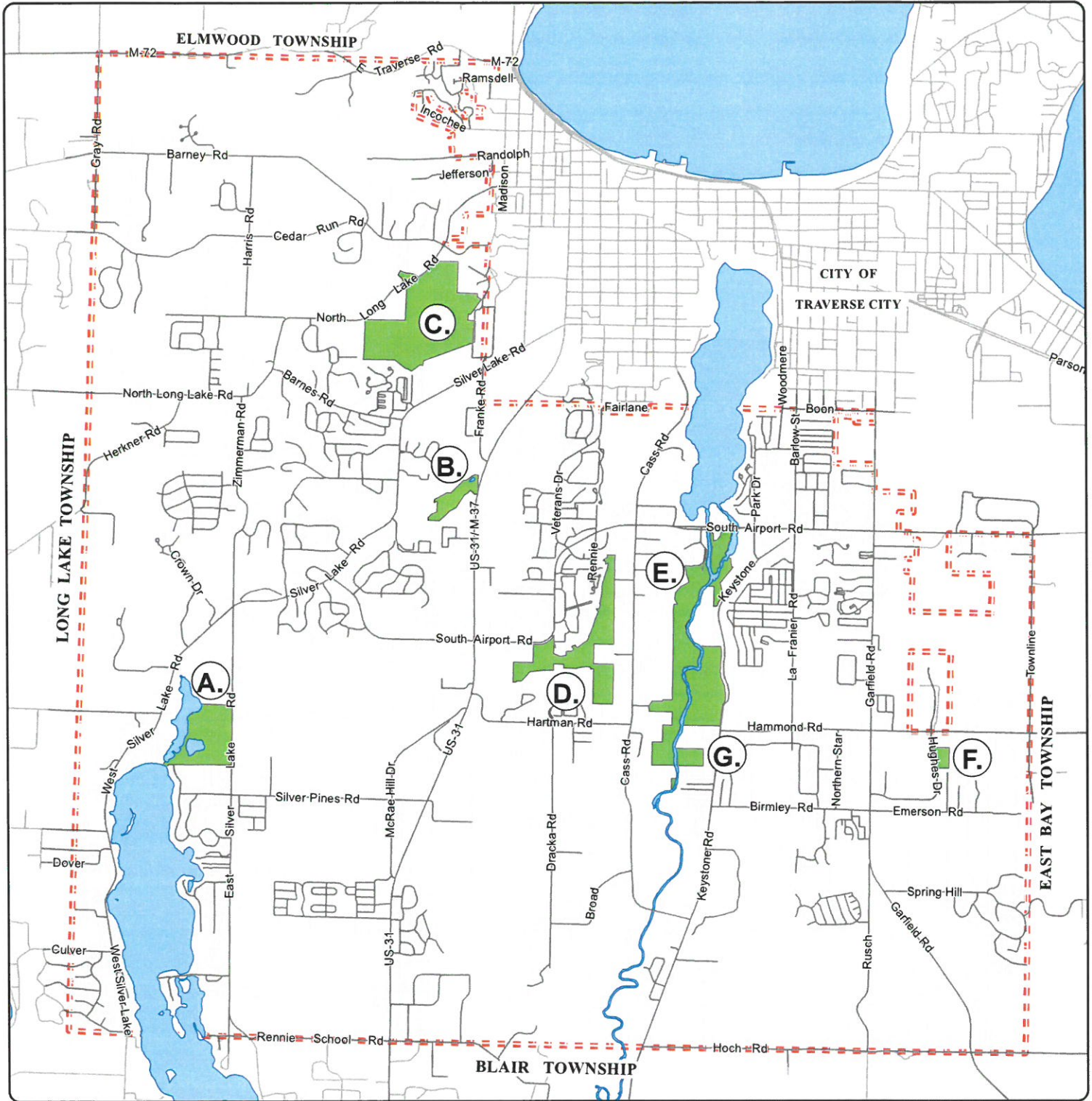


NOT A LEGAL SURVEY

Garfield Planning Dept June 2009



Charter Township of Garfield Ordinance 50 - Appendix A : Parkland Location Map



Township Parkland

- A. Silver Lake Recreation Area
- B. Kid's Creek Park
- C. Grand Traverse Commons Recreation Area
- D. Miller Creek Nature Reserve
- E. Boardman Valley Nature Preserve
- F. Hughes Drive Nature Reserve
- G. River East Recreation Area

Garfield Charter Township
3848 Veterans Drive
Traverse City, MI 49684
Phone: 231.941.1620
Fax: 231.941.1688
www.garfield-twp.com



NOT A LEGAL SURVEY



MICHIGAN NATURAL RESOURCES TRUST FUND
LAND ACQUISITION PROJECT AGREEMENT

Project Number: TF09-173

Project Title: Boardman Lake Trail & Nature Preserve Exp.

This Agreement is between the Michigan Department of Natural Resources for and on behalf of the State of Michigan ("DEPARTMENT") and the **CHARTER TOWNSHIP OF GARFIELD IN THE COUNTY OF GRAND TRAVERSE** ("GRANTEE"). The DEPARTMENT has authority to issue grants to local units of government for the acquisition of land for resource protection and public outdoor recreation under Part 19 of the Natural Resources and Environmental Protection Act, Act 451 of 1994, as amended. The GRANTEE has been approved by the Michigan Natural Resources Trust Fund (MNRTF) Board of Trustees (BOARD) to receive a grant. In **PA 27 of 2010**, the Legislature appropriated funds from the MNRTF to the DEPARTMENT for a grant-in-aid to the GRANTEE. As a precondition to the effectiveness of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT with the necessary attachments by **July 1, 2010**

1. The legal description of the project area (APPENDIX A); boundary map of the project area (APPENDIX B) and Recreation Grant application bearing the number TF09-173 (APPENDIX C) are by this reference made part of this Agreement. The Agreement together with the referenced appendices constitute the entire Agreement between the parties and may be modified only in writing and executed in the same manner as the Agreement is executed.
2. The time period allowed for project completion is the date of execution by the DEPARTMENT **through May 1, 2011**, hereinafter referred to as the "project period." Requests by the GRANTEE to extend the project period shall be made in writing before the expiration of the project period. Extensions to the project period are at the discretion of the DEPARTMENT. The project period may be extended only by an amendment to this Agreement.
3. This Agreement shall be administered on behalf of the DEPARTMENT through Grants Management.

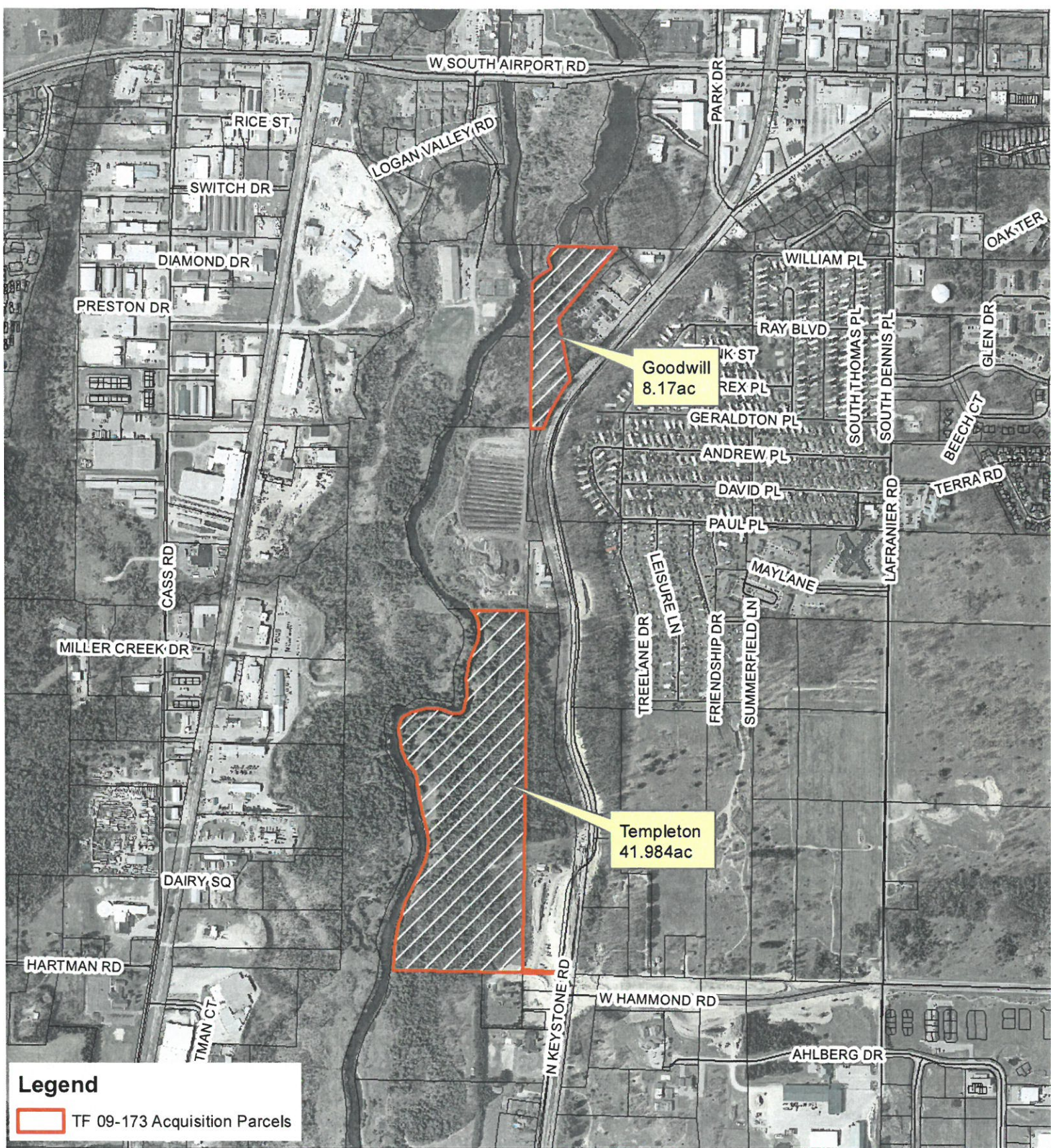
- a. All reports, documents, or actions required of the GRANTEE shall be submitted to:

MICHIGAN NATURAL RESOURCES TRUST FUND
GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES &
ENVIRONMENT
PO BOX 30425
LANSING MI 48909-7925

The GRANTEE'S representative for this project is:

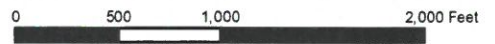
Name: CHUCK KOEN Title: SUPERVISOR
Mailing Address: 3848 VETERANS DR., TRAVERSE CITY, MI 49684
Phone Number: 231-941-1620 Fax Number: 231-941-1588
E-Mail Address: ckoen@garfield-twp.com

- a. All notices, reports, requests or other communications from the DEPARTMENT to the GRANTEE shall be sufficiently given when mailed and addressed as indicated above. The DEPARTMENT and the GRANTEE may by written notice designate a different address to which subsequent notices, reports, requests, or other communications shall be sent.
 - b. The GRANTEE certifies to the DEPARTMENT that the person listed as the GRANTEE'S representative is officially empowered to act on behalf of the GRANTEE. Further, the GRANTEE certifies that the person listed as their representative does not now or will not in the future have any FINANCIAL INTEREST, HOLDINGS IN A BUSINESS OR ENTITY or PERSONAL INTEREST, including their immediate family, in the property that is the subject of this grant.
4. The grant herein provided is for the acquisition by the GRANTEE of **61 acres of fee simple title** free of all liens and encumbrances to lands situated and being in the **CHARTER TOWNSHIP OF GARFIELD, COUNTY OF GRAND TRAVERSE, STATE OF MICHIGAN** as described in the attached legal description (APPENDIX A) and shown on the attached boundary map (APPENDIX B). As used in this Agreement, the words "project area" shall mean the lands acquired under this Agreement as described in this Section.
 5. The project area shall be used for **use as passive recreation and all hunting seasons (firearm deer hunting will be shotgun only), as further described in the GRANTEE'S proposal to the DEPARTMENT and approved by the MNRTF Board.** Significant changes in the use of the project area as described in this Section require the prior written authorization of the DEPARTMENT.
 6. In order to preserve the financial resources of the State and to prevent an unjust enrichment of a third party interim owner, if the landowner listed in the project application grants any rights in the real property to an individual or agency other than the GRANTEE, the DEPARTMENT may inspect the terms of the conveyance as a condition to approving the GRANTEE to close.



Project Boundary Map

TF 09-173




Garfield Charter Township
 3848 Veterans Drive
 Traverse City, MI 49684
 Phone: 231.941.1620
 Fax: 231.941.1688
www.garfield-twp.com



NOT A LEGAL SURVEY

Garfield Township Planning Dept: 11/27/2013

		<h2 style="margin: 0;">Charter Township of Garfield</h2> <h3 style="margin: 0;">Planning Department Report No. 2020-53</h3>	
Prepared:	April 27, 2020	Pages:	2
Meeting:	May 4, 2020 Parks and Recreation Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	Hunting Permit Application – Proposed Revision		

BACKGROUND:

Garfield Township allows for hunting on certain areas of its Parkland with a Hunting Permit. Hunting is currently allowed at Miller Creek Nature Reserve and Boardman Valley Nature Preserve. All regulations on hunting activity from the State of Michigan still apply, including maintaining at least 150 feet from a public road and 400 feet from an occupied dwelling.

Since the previous revisions to the Township Hunting Permit Application, there have been many changes to the Township Parkland. The Garfield Township Nature Reserve has been renamed to the Boardman Valley Nature Preserve. New parcels have been added with state grants and other funding sources. Some of these parcels add land to parks where hunting is already permitted, and some have grant requirements that the land is left open for hunting.

The Parks and Recreation Commissioners are reviewing a proposed amendment to the Garfield Township Parkland Ordinance as described in PD Report 2020-50, which includes several proposed revisions to the section on Hunting, Fishing, and Trapping.

PROPOSED REVISIONS:

Parkland Available for Hunting

The Township has acquired different parts of its Parkland through the Michigan Natural Resources Trust Fund (MNRTF) grant program. There are different encumbrances on different parts based on the Project Agreement for each grant. In one grant from 2009, TF09-173, the Township acquired two parcels: one identified as the “Goodwill” parcel and one identified as the “Templeton” parcel (this is the first of two “Templeton” parcels acquired by the Township). The Project Agreement for this grant specifically states these properties shall be available for “use as passive recreation and all hunting seasons.”

In the proposed Parkland Ordinance amendment, the “Goodwill” parcel is proposed to be officially added to the Boardman Valley Nature Preserve and the “Templeton” parcel would be part of the newly created River East Recreation Area. Boardman Valley Nature Preserve is already open to hunting activities and the “Goodwill” parcel is required to be open to hunting. There are two other parcels that were added to Boardman Valley Nature Preserve and another parcel included in River East Recreation Area.

This proposed revision would include all new parcels in Boardman Valley Nature Preserve and allow for hunting on the entire park. It would also allow for hunting on the entirety of River East Recreation Area and on the added land at the Miller Creek Nature Reserve.

Parkland Ordinance

The proposed amendment to the Parkland Ordinance includes several revisions to the section on Hunting, Fishing, and Trapping. This section of the Parkland Ordinance is included within the Township Hunting Permit Application. The proposed revisions to this section of the ordinance include allowing for hunting at River East Recreation Area, updating the name of Boardman Valley Nature Preserve, and updating the hours of operation for hunting activity from sunrise to sunset.

Hunting Maps

The following changes are proposed for the Hunting Area Map included with the hunting permit:

- Update to show all new parcels added to Township Parkland including:
 - “State 40” at Grand Traverse Commons Recreation Area (NO HUNTING)
 - “Hanson” at Miller Creek Nature Reserve (Hunting Permitted with Township Permit)
 - “Goodwill,” “Verizon,” and several other small parcels at Boardman Valley Nature Preserve (Hunting Permitted with Township Permit)
 - “Templeton” and another parcel further south at River East Recreation Area (Hunting Permitted with Township Permit)
- Change Garfield Township Nature Reserve to Boardman Valley Nature Preserve

Individual hunting maps for Boardman Valley Nature Preserve and Miller Creek Nature Reserve will be updated accordingly. A new hunting map for River East Recreation Area will also be created.

Hunting Permit Fees

The Township does not currently charge any fees for their hunting permits. The Michigan Department of Natural Resources (DNR) has a complex fee structure for its hunting and fishing licenses. The Parks and Recreation Commission may want to discuss if charging fees would help cover the costs of administering the Township Parkland and if charging fees would be reasonable to implement.

PROCESS TIMELINE:

If the Parks and Recreation Commission is satisfied with the proposed revisions to the Township Hunting Permit Application, the next step would be to forward the recommendation to the Township Board. The Township Board only needs to adopt it and does not need to conduct a public hearing. However, if the proposed Parkland Ordinance amendment is also forwarded to the Township Board, the Board will need to hold a public hearing for the amendment. If the hunting permit application and the Parkland Ordinance amendment are both forwarded to the Board, it is recommended that they are adopted at the same time.

ACTION REQUESTED:

The purpose of bringing this item before the Parks and Recreation Commission is to discuss the proposed revisions to the Township Hunting Permit Application. Following discussion, if the Parks and Recreation Commissioners are comfortable with the proposed revisions, then the following motion is suggested:

MOTION TO RECOMMEND to the Township Board THAT the revised
Township Hunting Permit Application BE ADOPTED.

Any additional information that the Commissioners feel is necessary should be added to this motion.

Attachments:

1. Proposed revised Township Hunting Permit Application, with track changes
2. Garfield Township Parks Hunting Area Map – current version and with all proposed changes

**Non-Exclusive Hunting Permit for
Charter Township of Garfield Parkland**

Permit issued to:

Name: _____ **Phone Number:** _____

Address: _____

Park area issued for: _____ **Miller Creek Nature Reserve**

_____ ~~**Garfield Township Nature Reserve**~~ **Boardman**
Valley Nature Preserve

_____ **River East Recreation Area**

For Dates: Saturday _____ **through Friday** _____

Copy of valid Michigan hunting license attached _____

Permit Approved by: _____ **Date:** _____

The undersigned, being of lawful age, in consideration of permission granted to the undersigned by the Charter Township of Garfield to hunt on township owned parkland, hereby releases the Charter Township of Garfield, its agents and employees from all actions, causes of action, damages, rights, costs, loss of service, claims, demands, expenses and compensation whatsoever which the undersigned's heirs executors, administrators or assigns may have against the Charter Township of Garfield, its agents and employees, for all personal injuries known or unknown which the undersigned has or may incur by participating in any activity which the undersigned participates in while on township parkland.

I have read the hunting permit, understand all its terms and execute it voluntarily and with full knowledge of its significance. I understand that by signing this form, I acknowledge that hunting activities have certain risks and I fully understand those risks and am willing to accept them.

Signature (parent or legal guardian if under 18) **Date:** _____

Wildlife Survey

Day / Date: _____ **Species Harvested:** _____

Details of Harvest: _____

Additional species encountered:

Day / Date: _____ **Species Observed:** _____

Day / Date: _____ **Species Observed:** _____

Day / Date: _____ **Species Observed:** _____

Day / Date: _____ **Species Observed:** _____

Other Comments: _____

Please complete and return this survey within 10 days of the end of your hunting period.

**Charter Township of Garfield
Parkland Hunting Rules**

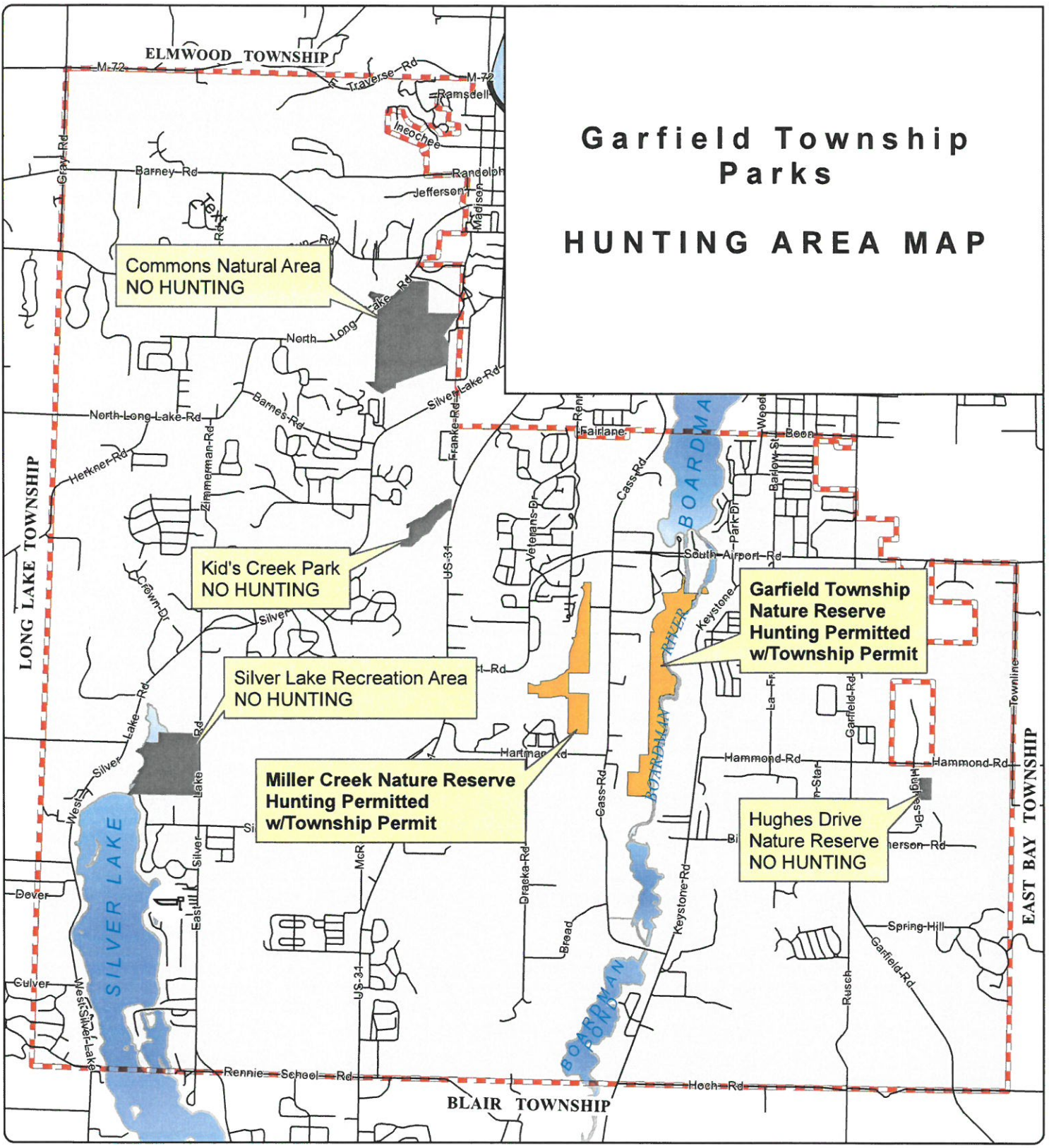
Below is section VI of township ordinance #50, regulating hunting on Charter Township of Garfield parkland. Any person granted a hunting permit shall abide by these rules as well as the entire contents of ordinance #50. Any person found in violation of this ordinance may have future permit applications rejected by the township.

**Section VI
Hunting, Fishing and Trapping**

- A. The Board and Parks Administrator reserves the right to use any and all means to control wildlife deemed to be a nuisance. All further conditions regulating Hunting, Fishing or Trapping in this Ordinance shall not apply to the Township or its designees.
- B. Fishing is allowed in all waterways within Township Parkland so long as all state and federal game laws and regulations are adhered to.
- C. Trapping of wildlife is not permitted on Township Parkland.
- D. Target shooting is not allowed on Township Parkland.
- E. Hunting is allowed only on Township Parkland identified in this section of the Ordinance and with the limitations stated herein. Anyone hunting on Township Parkland must possess valid state and federal game licenses as required for the game being hunted. All hunting must be done in accordance with state of Michigan and federal laws including but not limited to those regarding season dates, species and bag limits. Hunter's must also possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance.
 - 1. There shall be no hunting allowed in the Silver Lake Recreation Area.
 - 2. There shall be no hunting allowed in the Kid's Creek Park.
 - 3. There shall be no hunting allowed in ~~The~~the Grand Traverse Commons Recreation Area.
 - 4. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the Miller Creek Nature Reserve. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
 - 5. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the ~~Garfield Township Nature Reserve~~Boardman Valley Nature Preserve. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
 - 6. There shall be no hunting allowed in the Hughes Drive Nature Reserve.
 - 5.7. Hunting is allowed by means of Shotgun (shot only no slugs) and Bow and Arrow only in the River East Recreation Area. Hunters must possess a permit issued by the Parks Administrator as outlined in this section of the Ordinance. All other restrictions outlined in this Ordinance must also be adhered to.
- F. There shall be no permanent hunting blinds erected on Township Parkland. All tree stands must be temporary in nature and removed when not in use. No permanent steps, ladders or screw in foot pegs may be used.

- G. There shall be no cutting of trees, tree limbs or any other vegetation, on Township Parkland, to improve visibility for the purpose of hunting.
- H. All hunting or placement of temporary hunting blinds must take place at a minimum 150 feet from any parking area, boat launch or maintained trail on Township Parkland.
- I. There shall be no baiting of game on Township Parkland.
- J. Permits to hunt on Township Parkland must be obtained, from the Parks Administrator, in advance of hunting as outlined below;
 - 1. Hunting permits will be issued on a first come first serve basis by the Parks Administrator. Permits will be area specific and the number available will vary based on the hunting season and hunting area. The number of permits available will be determined by the Parks Administrator.
 - 2. Hunting permits will be valid for 7 days beginning ~~2 hours before~~ sunrise on Saturday and ending at sunset on Friday of the week that the permit is issued for.
 - 3. Applications for hunting permits are available at the township offices and must be filled out at least 7 days and not more than 14 days prior to the desired timeframe. Hunting permits are free of charge.
 - 4. All hunters granted hunting permits will be required to complete, and submit to the Parks Administrator, a survey within 10 days of the end of their hunting period. This survey will be used to help analyze wildlife encountered during the hunter's use of Township Parkland. This survey will be issued with the permit. Failure to complete and return this survey may result in forfeiture of future eligibility of permits to hunt on Township Parkland.
 - 5. Hunting permits issued by the Parks Administrator are non-exclusive permission to hunt. The permit holder should be advised that additional permits to hunt may be issued.
 - 6. Hunting permits are specific to the person granted the permit and are non-transferable.
 - 7. In the case of animals being taken, which require field dressing, the resulting entrails shall be covered with 12 inches of dirt.
- K. Any person granted the privilege of utilizing Township Parkland for the purpose of hunting shall agree to conduct them self in a safe and ethical manner. They must also be mindful of property boundaries, safety zones surrounding adjoining residences, recreational trails and other users of the Parkland.

Garfield Township Parks HUNTING AREA MAP



Legend

- Hunting Allowed w/Township Permit
- No Hunting Allowed



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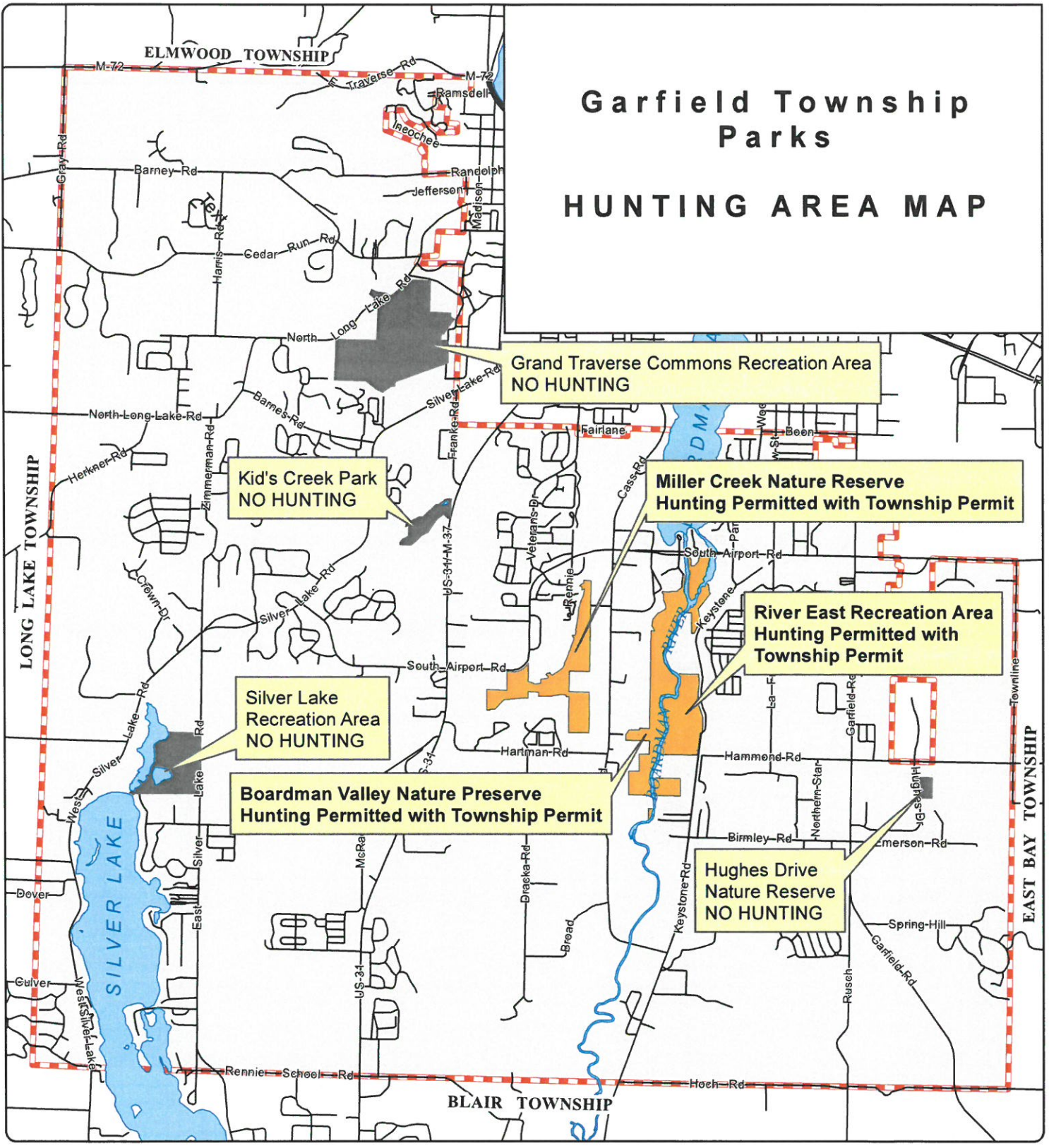


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Plot Date: October 2009

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Garfield Township Parks HUNTING AREA MAP



Hunting










- Hunting Permitted with Township Permit
- NO HUNTING

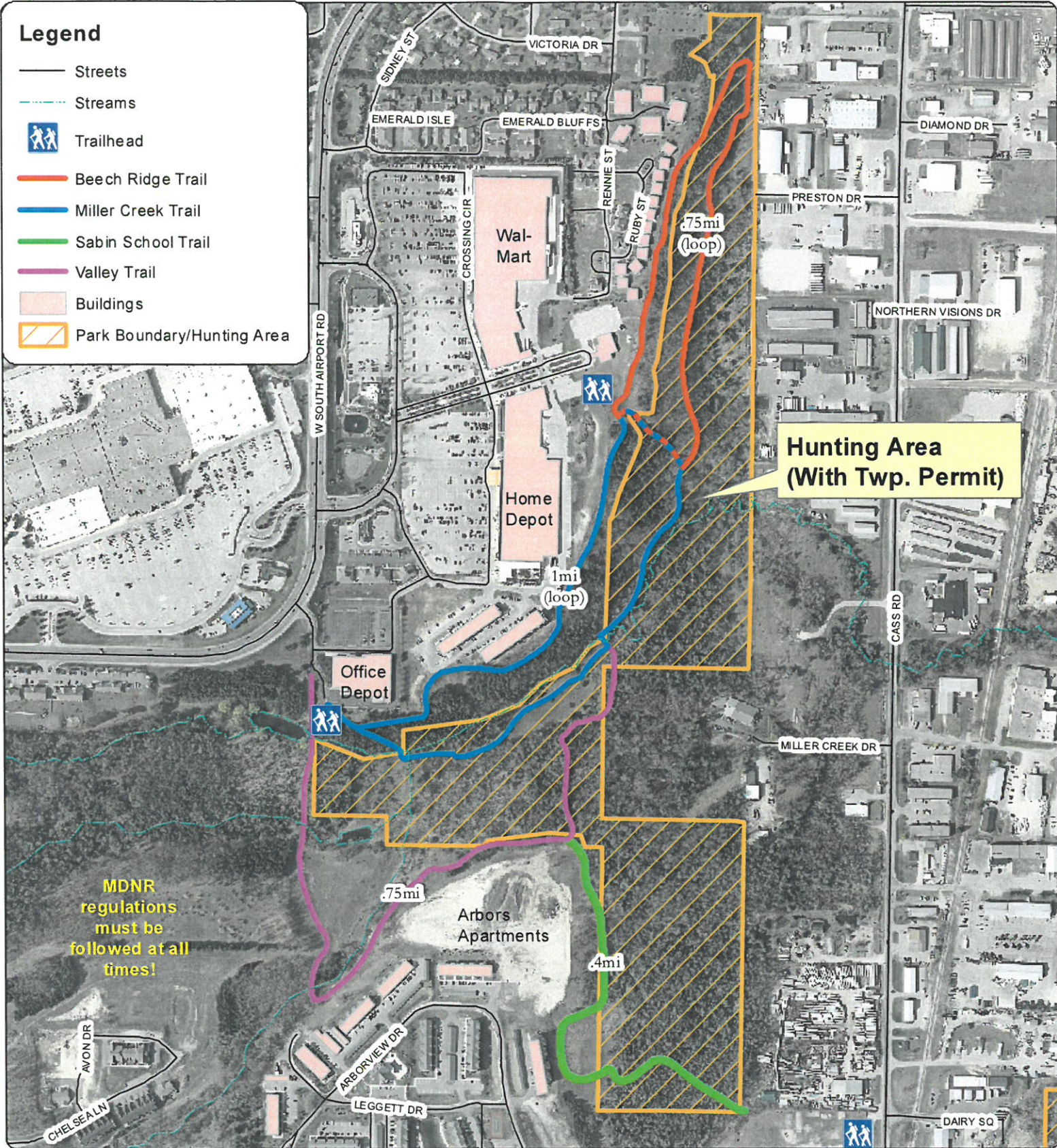


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Legend

-  Streets
-  Streams
-  Trailhead
-  Beech Ridge Trail
-  Miller Creek Trail
-  Sabin School Trail
-  Valley Trail
-  Buildings
-  Park Boundary/Hunting Area



Hunting Area Map

Miller Creek Nature Reserve

Print date: 11/15/2011

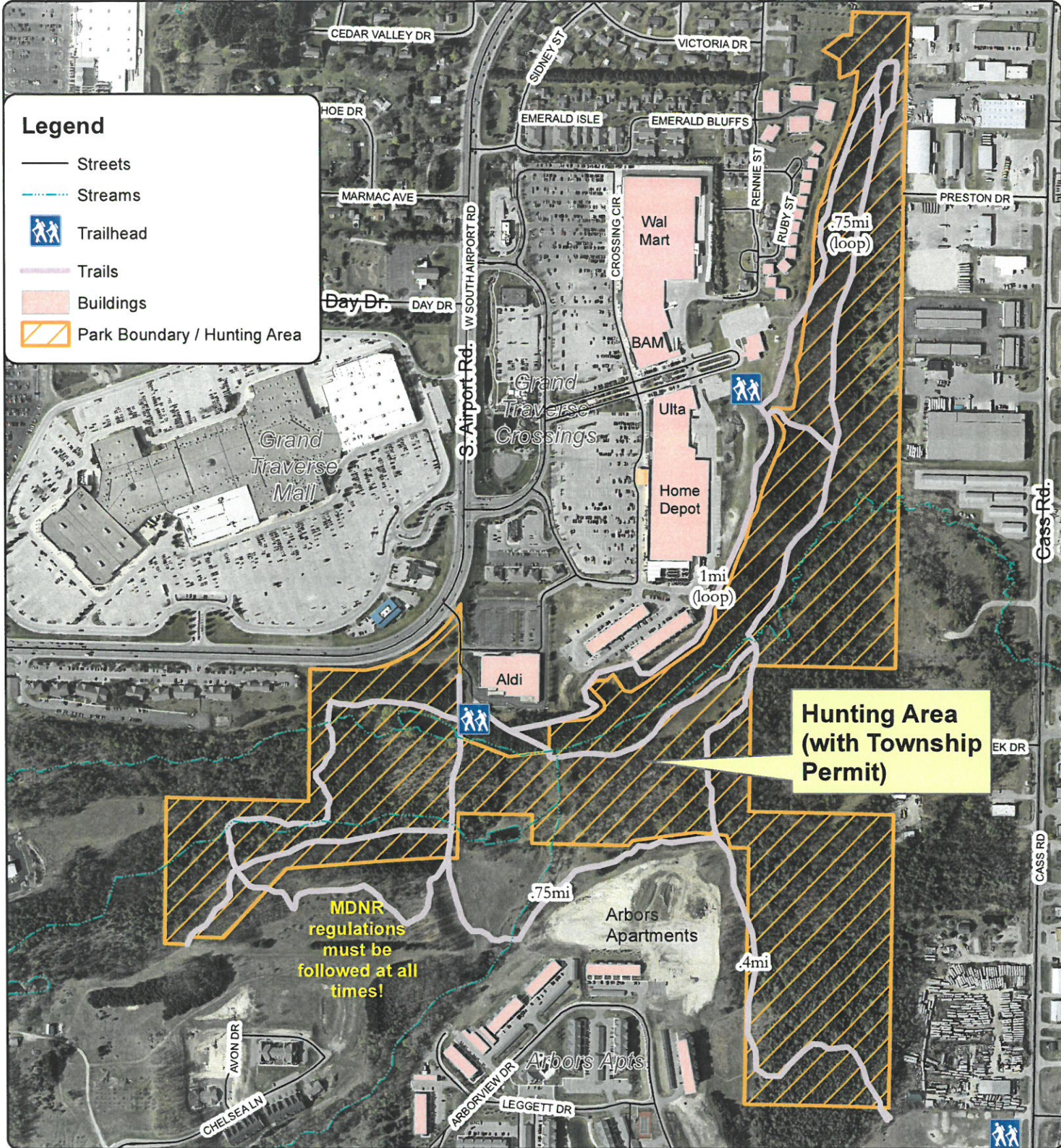
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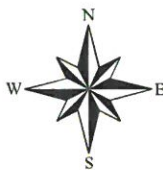


Hunting Area Map

Miller Creek Nature Reserve

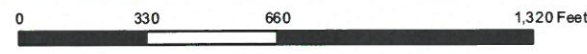
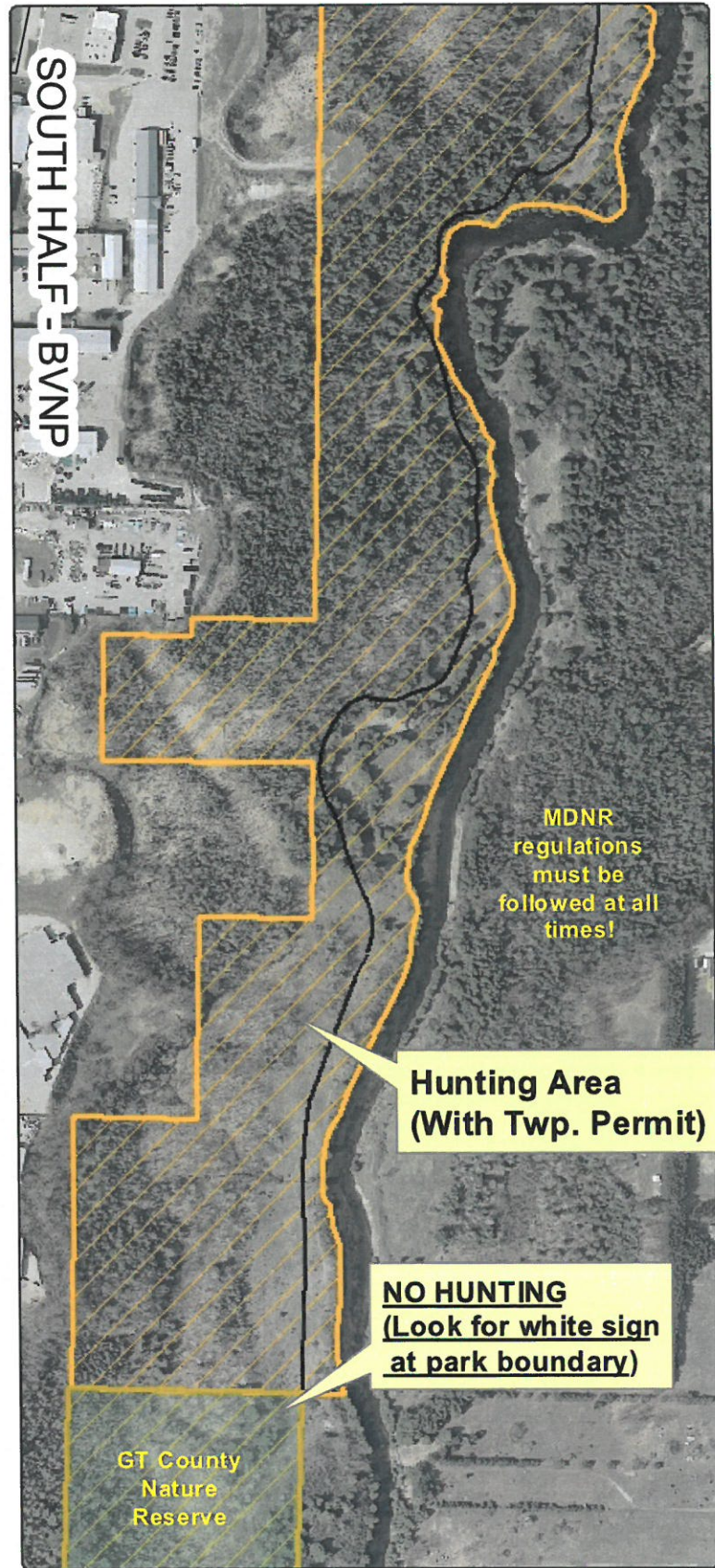
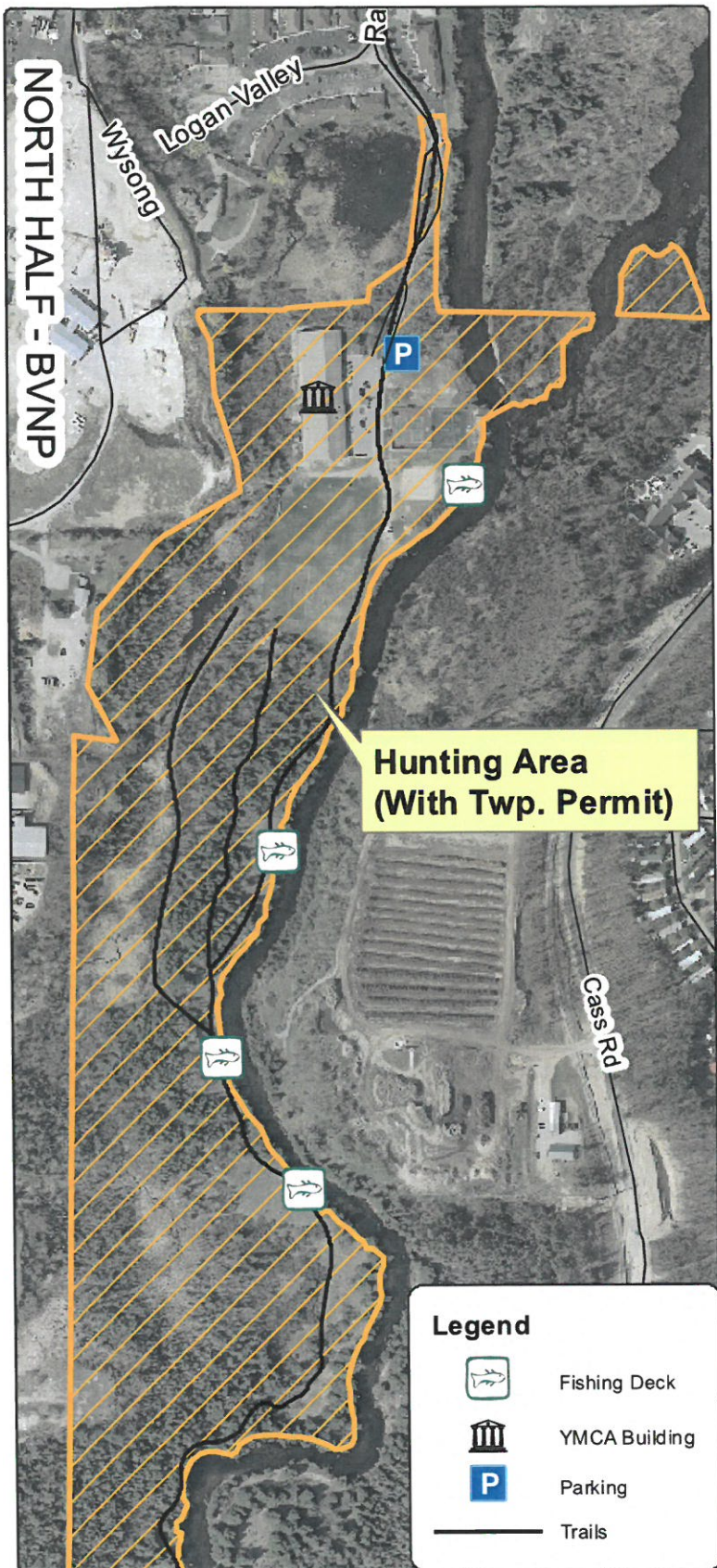
Print date: 4/27/2020

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Hunting Area Map

Boardman Valley Nature Preserve

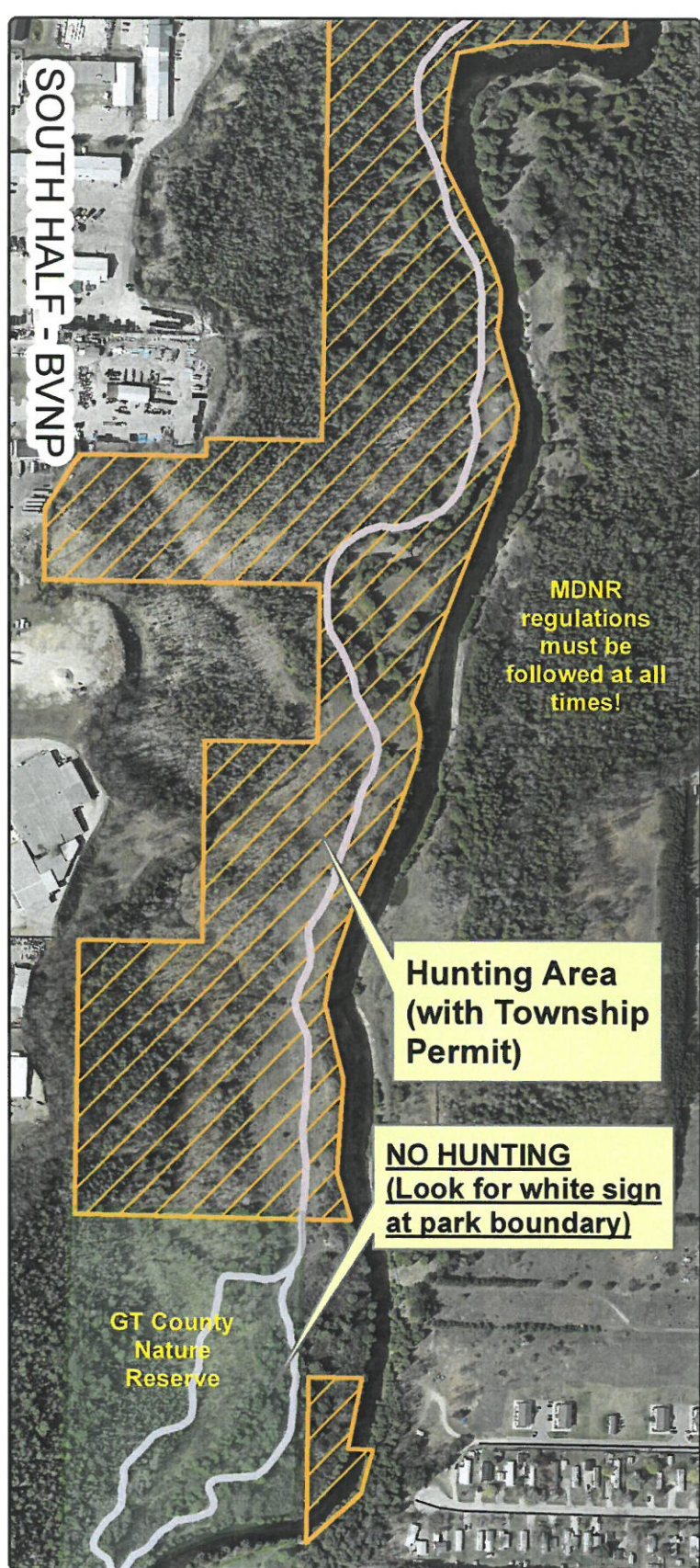
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Hunting Area Map

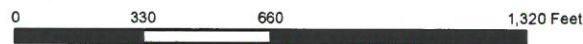
Boardman Valley Nature Preserve

Print date: 4/27/2020

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Legend

-  Fishing Deck
-  YMCA Building
-  Parking
-  Trails
-  Park Boundary / Hunting Area

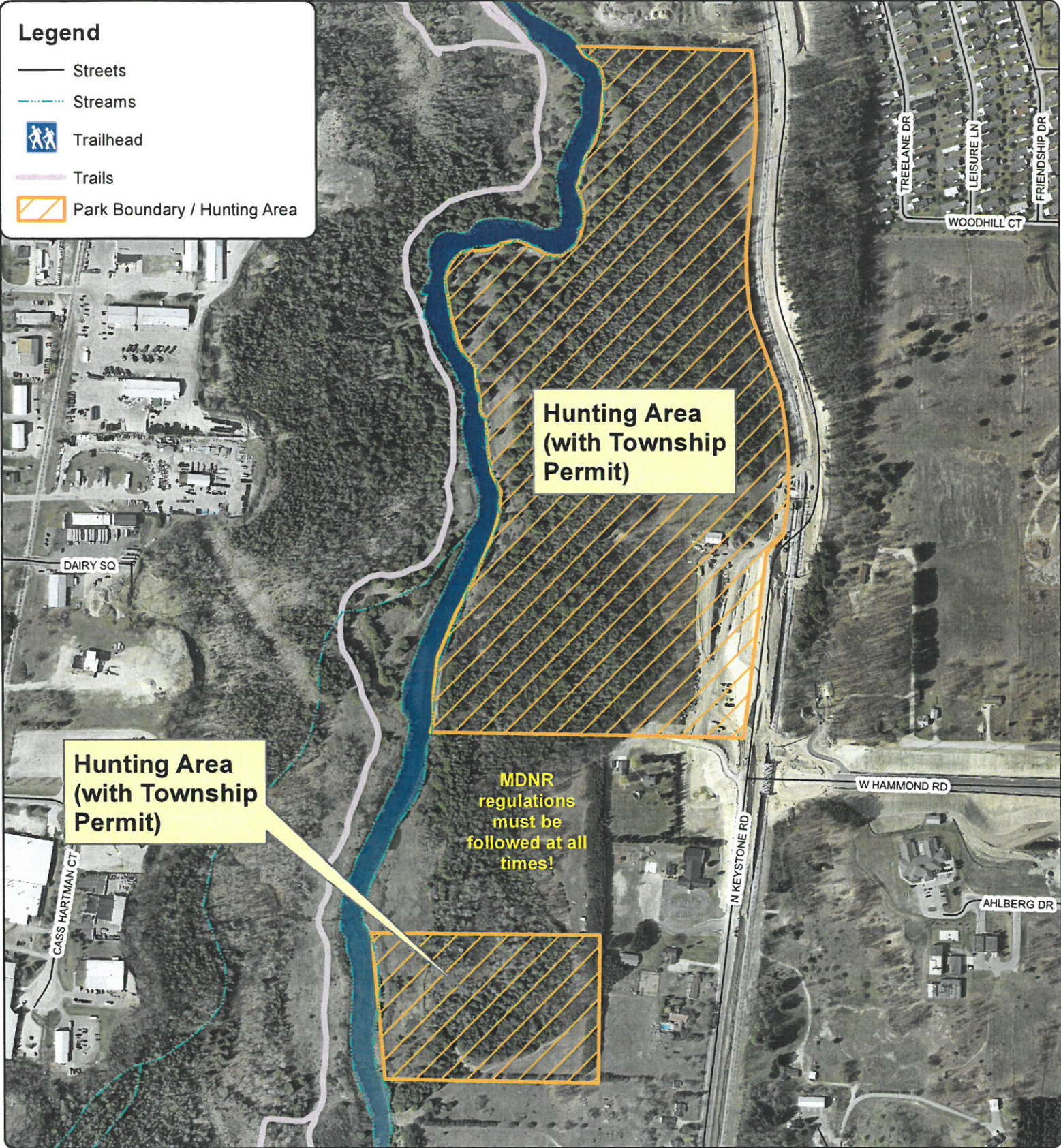


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Legend

- Streets
- Streams
-  Trailhead
- Trails
-  Park Boundary / Hunting Area

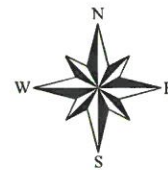
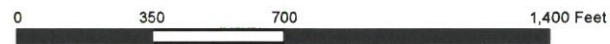


Hunting Area Map

River East Recreation Area


Print date: 4/27/2020

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 Charter Township of Garfield Planning Department Report No. 2020-54			
Prepared:	April 27, 2020	Pages:	3
Meeting:	May 4, 2020 Parks and Recreation Commission	Attachments:	<input type="checkbox"/>
Subject:	Commercial Kayaking on Boardman River – Discussion		

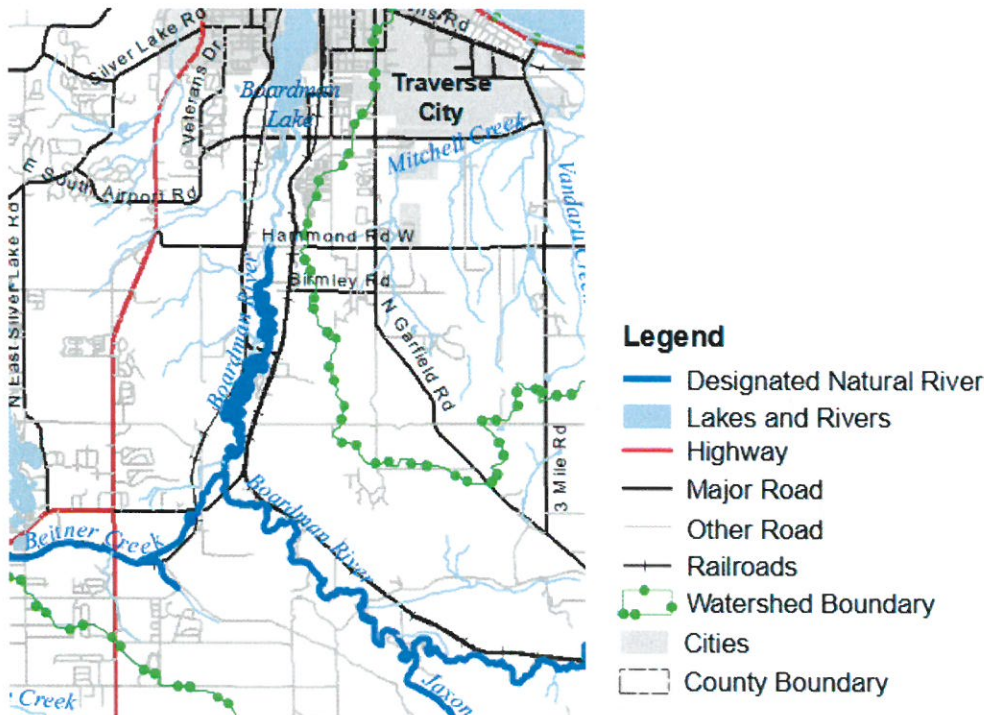
BACKGROUND:

The Boardman River is an approximately 28-mile long river in Grand Traverse and Kalkaska Counties and is a major natural resource in Garfield Township. The river provides the community with recreation opportunities including canoeing and kayaking. Commercial canoeing and kayaking are available in the region at Ranch Rudolf in Union Township. There has been a greater interest in commercial kayaking on the Boardman River since the removal of the three dams: Brown Bridge Dam in 2013, Boardman Dam in 2017, and Sabin Dam in 2018.

Several regional stakeholders have had conversations regarding potential commercial kayaking along the Boardman River. Accommodating more commercial kayaking on the Boardman River would require the consideration of several factors, as described by the following:

State Law

Part of the Boardman River is included within the Natural Rivers program of the Michigan Department of Natural Resources (DNR) Fisheries Division. Only the part of the river upstream from Hammond Road is included in the Natural Rivers designation; everything downstream from Hammond Road is not included in the designation. The Michigan Natural Rivers Act from 1970 guides the program and its regulations of natural rivers, including the Natural River Zoning Rules.



Natural River portion of the Boardman River in context with surrounding area (Source: Michigan DNR)

The Natural Rivers Program includes specific plans for each river in the program. The Boardman River Natural River Plan advises the DNR to study the river to determine the carrying capacity for canoes and kayaks and to establish a control program. Until the carrying capacity is known, the Natural River Plan does not anticipate expansion of commercial activities on this part of the Boardman River. According to communications from the Michigan DNR, “any non-licensed commercial activity operating on state land is illegal and may be enforced by Michigan DNR Law Enforcement Division. In addition, the creation or expansion of commercial activities on private lands that are within 400 feet of a designated Natural River are regulated by Part 305, Natural Rivers.” Ranch Rudolf has operated since before this law and program came into effect; they can continue to operate and are the only licensed vendor on the Boardman River.

Public property not owned by the State of Michigan, such as parks owned by a county, township, or city, are not managed by the DNR but they are still under the jurisdiction of the Natural Rivers Program. The Natural Rivers Program would formally oppose the expansion of commercial activity on these properties, and any expansion, improvements, or construction of launches in public parks is still subject to regulation by the program. The DNR clarified that individuals can rent canoes and kayaks from an off-site business and take them on their own to a launch on the Natural River without violating program regulations as long as no commercial activity takes place on the site. It appears that “commercial activity” would entail both commercial buildings on the site and commercial activities (e.g. an outfitter pulling a trailer of kayaks).

Based on recent discussions, area paddling businesses are interested in the put in and take out of canoes and kayaks at Jack’s Landing at Grand Traverse County’s Natural Education Reserve. There have been discussions between the property owner Grand Traverse County and property manager Grand Traverse Conservation District about potentially developing a Universal Access launch at Jack’s Landing, but there are no immediate plans to do so. If canoes and kayaks were permitted to put in at Jack’s Landing, they would need to take out at Boardman Valley Nature Preserve. If Jack’s Landing were further developed, then the County would need to coordinate with Garfield Township on permits and procedures.



Jack's Landing site near Cass Road bridge over Boardman River

River Access

The Boardman River has greater potential access for canoeing and kayaking post-dam removal, but it still has points where culverts are impassible, and paddlers need to take out, portage across a road, and put in again. An example of this is Beitner Road at the Keystone Rapids trailhead. The culverts for the river at South Airport Road are also impassible and the road is very difficult to cross with existing traffic levels, making this point the furthest downstream that could be reached from the beginning of the river. Plans for future trails in the area include a connection from Medalie Park to Boardman Valley Nature Preserve, which would facilitate an easier crossing of South Airport Road.

On the other side of South Airport Road, River Outfitters and TC Tritons rowing both offer programming at Medalie Park through agreements with Grand Traverse County Parks and Recreation. Grand Traverse County Parks and Recreation has not permitted additional commercial paddling activity at Medalie Park. Canoes and kayaks can also enter the Boardman River against the current from Grand Traverse Bay near Downtown Traverse City, but the FishPass project from the City of Traverse City will limit canoeing and kayaking activity.

As interest increases for all activity on the Boardman River, one of the future next steps may include the development of a recreation plan to determine the carrying capacity of the river for commercial and other activities. A recreation plan could build on and augment the Boardman River Natural River Plan and the parks and recreation plans of local municipalities.

Michigan Natural Resources Trust Fund Grant Projects

The Township has received grant funding for acquisitions and projects at several of its parks. The grant for the recent improvements at the Boardman Valley Nature Preserve (TF15-0141) included the canoe and kayak launch. According to the Michigan DNR, the grant received for this project does not encumber the site for commercial kayaking.


DISCUSSION ITEMS:

It appears that the Township can allow limited commercial kayaking on the Boardman River with some conditions. Given the information above, the following questions are proposed for discussion:

- Should Garfield Township consider allowing for limited commercial canoeing and kayaking, and if so, then what key factors need to be considered?
- If Boardman Valley Nature Preserve is used as an end point for additional canoe and kayak trips, what are some potential impacts to the park?
- If the impacts on Boardman Valley Nature Preserve are too great, are there other locations more feasible as an end point for commercial canoe and kayak trips?

ACTION REQUESTED:

This item is being brought before the Parks and Recreation Commission for discussion only. No action is requested at this meeting.

		Charter Township of Garfield	
		Planning Department Report No. 2020-52	
Prepared:	April 27, 2020	Pages:	4
Meeting:	May 4, 2020	Attachments:	<input checked="" type="checkbox"/>
Subject:	Planning for the Grand Traverse Commons Natural Area		

PURPOSE:

The purpose of this report is to provide an overview and update of the Commons 100 deed restriction issue and initiate a discussion on planning for the future of Grand Traverse Commons Natural Area.

THE ISSUE:

In 1993, the State of Michigan conveyed a 100.87-acre parcel (“Commons 100”) of land at the Grand Traverse Commons to Garfield Township. Since the 1993 conveyance, the parcel has become an integral part of the Commons Natural Area and home to a significant portion of its single track trails (both marked and informal), which are used for hiking, biking, skiing (cross-country and backcountry), snowshoeing, and dog walking.

However, during the acquisition of the “State 40” parcel, it was discovered that the 1993 deed conveying the Commons 100 to the Township contains the following deed restriction:

Provided further, as a covenant running with the land that said land so conveyed **shall be used solely and exclusively for the public purposes of hiking and cross country skiing trails only** [emphasis added], and upon termination of this use, or upon use for any other purpose, title to the property shall revert immediately to the State of Michigan, with the State of Michigan assuming no liability for improvements made at grantee’s expense. Such permitted use does not permit, without limitation, ski rental facilities, concession stands, permanent or seasonal bathroom or changing facilities or any other structure or improvement that may disturb or affect soils.

In other words, biking and other uses, aside from hiking and cross-country skiing specifically, are not allowed on the Commons 100. As a result, any trail planning efforts aimed at accommodating bike use are currently on hold.

PLANNING CONTEXT:*Site Conditions and Historical/Current Uses:*

As was mentioned previously, hiking, biking, skiing (cross-country and backcountry), snowshoeing, and dog walking are common uses on the Commons 100. Mountain biking in particular is a historically established use at the Commons, as bikers have been using trails there since at least the 1980s. There is a relatively extensive and well-established informal network of mountain bike trails within the Commons. However, there has been growing concern regarding erosion of the trails as a result of bike use. Essentially, the trails are not sustainable as presently configured. In addition, there is some concern among users with regard to potential pedestrian-bicycle conflicts.

Uses on Adjacent Parcels:

Although the Commons 100 parcel is subject to a deed restriction limiting uses to hiking and cross-country skiing, the adjoining parcels comprising the rest of the Commons, such as the “State 40” and Barns Park, do not contain such a restriction, thus legally allowing for bicycle use in the surrounding natural areas. Indeed, mountain bikes are frequently used on each of these parcels to some extent. Therefore, the deed

language for the 100 is inconsistent with that of the surrounding parcels, but the use of bikes is well-established on each of the parcels nonetheless, which suggests that the deed language itself is the more the issue than the uses.

2010 Grand Traverse Commons Master Plan:

The 2010 Grand Traverse Commons Master Plan's Vision Statement states that

[u]sers will navigate the Grand Traverse Commons through a clear, safe, convenient and integrated system of sidewalks, pathways, trails, and **bike**-lanes that connect with the surrounding community.

Moreover, the Master Plan's Circulation Plan includes the following Principle among its Five Guiding Principles:

Provide for Non-Motorized Access: Access to the Grand Traverse Commons for pedestrians and **bicyclists** is a priority. Safe and accessible crosswalks will link the campus with the surrounding community. Key areas of campus will be connected with sidewalks, trails, and pathways.

In addition, the Master Plan states that

as part of the proposed circulation plan, a number of new, sidewalks, pathways, trails and **bike**-lanes will be added to the current non-motorized system to provide for safe and convenient pedestrian and **bicycle** access throughout the campus and with the surrounding community.

Along with the non-motorized circulation network identified in the Master Plan, it is evident that the 2010 Grand Traverse Commons Master Plan recognizes and encourages bicycle use at the Commons.

2017 Grand Traverse Commons Development Regulations:

The Commons 100 falls within the boundaries of the Conservation and Recreation District (CR), which allows passive recreation, trailheads, non-motorized pathways, and uses accessory thereto by right.

Moreover, the Circulation and Parking portion of the Regulations lists the following among its purposes:

- A. To make the Grand Traverse Commons safe for and accessible to pedestrians, **cyclists**, drivers and passengers.

In addition, the Circulation and Parking portion of the Regulations contain extensive standards for the provision of **bicycle** parking. Taken together, it is evident that the 2017 Grand Traverse Commons Development Regulations recognize and encourage bicycle use at the Commons as well.

2018 Garfield Township Master Plan:

The Non-Motorized Plan Map in Garfield Township's 2018 Master Plan includes several **bike** path connections leading into the Commons, including the 100. In this light, the Master Plan recognizes and encourages bicycle use at the Commons as well.

SOLUTION/UPDATE:

How to proceed in light of the deed restriction has been debated for some time now. Of course, a trail planning effort cannot proceed if it is unclear precisely which uses will be planned for. One reasonable

solution has emerged that recognizes the need to safely and sustainably accommodate all non-motorized uses, including biking. As the Planning Context section of this report illuminates, a solution that accommodates both pedestrians and bikers is supported by an evaluation of the current site conditions and current and historical use patterns, as well as the uses of adjacent parcels; the 2010 Grand Traverse Commons Master Plan; the 2017 Grand Traverse Commons Development Regulations; and the 2018 Garfield Township Master Plan.

The solution entails Garfield Township turning over the deed to the Commons 100 to the State of Michigan and asking the State to reissue it to the Township. For that process to occur, it requires legislative action. Senator Wayne Schmidt introduced Senate Bill 595 on October 22, 2019. Thanks to Senator Schmidt's leadership, SB 595 passed out of the Senate unanimously on February 18, 2020

The legislation now goes to the House where it needs to pass the full House. This could be a quick process (a few weeks or months) or could take the remainder of the year. If the legislation does not pass before the end of the calendar year, it would effectively die for this legislature and would have to be re-introduced and go through all the steps again next year.

Local trail advocate and former legislative aide, Gabe Schneider has met with Representative Triston Cole (R-Mancelona, Majority Floor Leader) about this bill. Currently, there is no need for any additional advocacy efforts.

A PLAN TO PLAN:

Removing the deed restriction is only a preliminary step to conduct a community-based planning process. While there have been many discussions about the future of the Commons 100, there has never been a formally adopted plan that accommodates all users. Because of its location adjacent to the City of Traverse City and being that the Commons is a place treasured by residents around the region, any plan for the future of the Natural Area will need to engage the broader community.

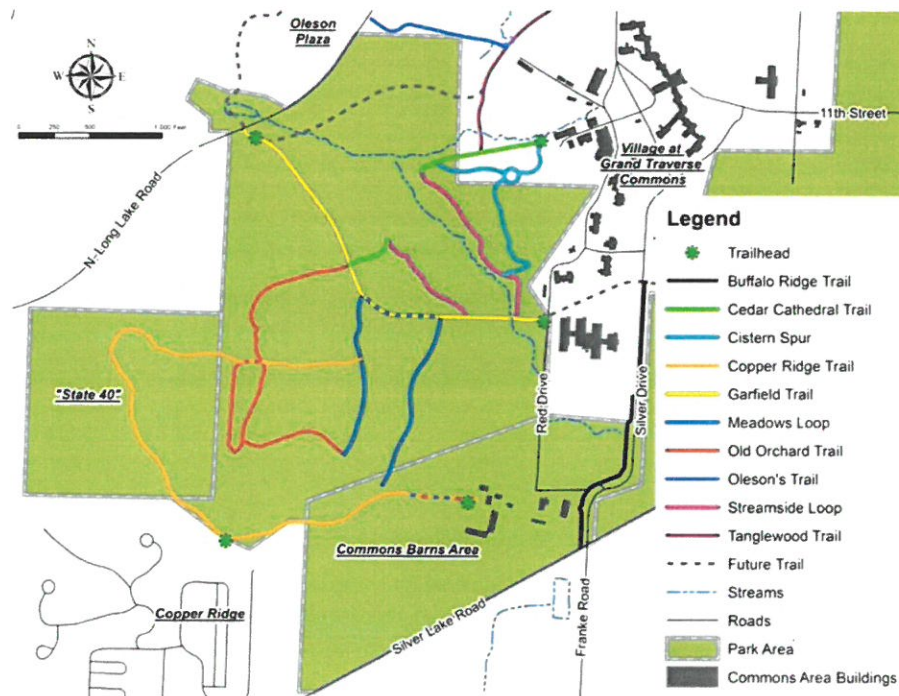
A “plan to plan” is a good first step that outlines the expectations of the process to develop a master plan for the Natural Area. Components of the “plan to plan” to be considered and discussed are as follows:

1. Establish a planning coordinating group. This will include identification of an oversight committee, coordinating staff, and any needed technical assistance such as professional park designers. An existing committee may be used as the oversight committee such as the Township Parks and Recreation Commission or the Joint Planning Commission. Another option is to create an entirely separate steering committee with a variety of appointed representatives.
2. Identify goals of the planning process. The planning process will need specific goals. Possible goals may include:
 - a. Provide strategies for community engagement
 - b. Create various park development scenarios and design options based on community input
 - c. Refine development scenarios through further community engagement
 - d. Establish a single park development plan
 - e. Adopt the plan
 - f. Implement the plan
3. Identify resources to conduct the process. Resources will be needed to cover costs associated with the process. Professional park designers may be retained to provide expertise in design and process facilitation. Resources may include municipal funds, grants, donations, and in-kind contributions.
4. Identify timeline/milestones for the process. A timeline provides expectations of the length of the process and when certain steps will be accomplished.

5. **Identification of stakeholders/groups.** Various stakeholders and groups will be needed for community engagement and input. Possible stakeholders and groups may include the following:
 - a. Residents/users (walkers, bikers, skiers)
 - b. Elected and appointed officials (local, county, and state)
 - c. Parks and Recreation Commission
 - d. Joint Planning Commission
 - e. Joint Recreation Authority
 - f. Botanical Gardens
 - g. Village at Grand Traverse Commons
 - h. Munson Medical Center
 - i. TART
 - j. Norte
 - k. Grand Traverse Conservation District
 - l. Grand Traverse Regional Land Conservancy
 - m. Others to be identified
6. **Stakeholder Interviews.** Prior to initiating the planning process, stakeholder interviews can be conducted in order to understand best methods for engaging the community in the master planning process and to gather initial input on future needs and desires for the Natural Area. During the planning process itself, community engagement approaches may include public meetings, online surveys, and in-person intercept surveys to visitors to the Natural Area.

RECOMMENDATION:

At this point, it is important for the Parks and Recreation Commission to discuss the “plan to plan” and identify the most viable planning process to be taken for the Natural Area. The presence of other community representatives and stakeholders may be helpful and could be invited into this discussion.



Attachments:

1. <https://www.americantrails.org/resources/planning-trails-for-hidden-valley-park-natural-area>

American Trails

Planning trails for Hidden Valley Park Natural Area

A planning team comprised of the project partners and local residents was formed to address an unplanned system of trails and off-road vehicle routes in the Kansas City open space park.

by **Jimmi Lossing** (<https://www.americantrails.org/presenters-and-authors/jimmi-lossing>), Landscape Architect, Kansas Department of Wildlife, Parks and Tourism (<https://www.americantrails.org/organizations/kansas-state-parks>)

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Hidden Valley Park Natural Area is primarily oak-hickory forest, following a small creek that flows through a deep ravine. The ravine's deep loess soils and high-quality hardwood forest resulted in 82 acres of the park's 142 acre natural area being designated a Missouri Natural Area by the State of Missouri Natural Areas Coordinating Committee in 1978. This natural jewel in the midst of Kansas City is handily located near residential areas and roadways – yet once you enter the area you are surrounded by its natural beauty.

An unplanned system of trails and off-road vehicle routes developed over time in this unique park. In many cases these trails created severe erosion problems, threatening the unique plant species and cultural resources of the Natural Area.

In 2006, Kansas City Parks Department and its project partners, the Missouri Department of Conservation, Kansas City Wildlands, and the Thomas Hart Benton Group of the Missouri Chapter of the Sierra Club initiated a project to protect and conserve the park's natural resources. The partners were particularly



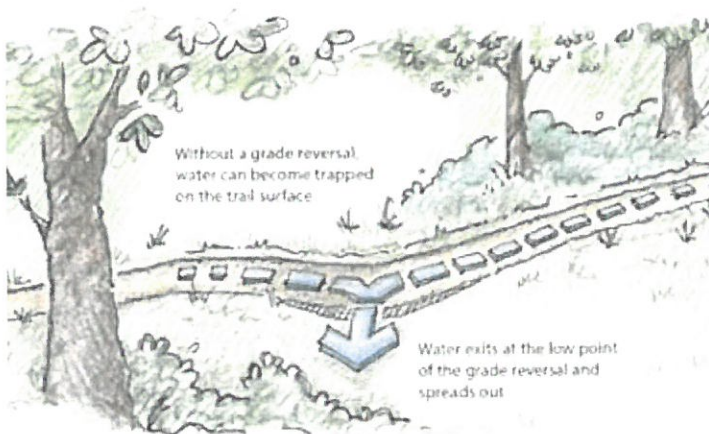
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Hidden Valley Park planning team on trail site

concerned about eroding foot trails and severe erosion caused by unauthorized off-road vehicle use in the park. Goals for a new trail system included improving public access, creating sustainable trails, involving volunteers in trail construction and maintenance, and protecting natural and cultural resources.



(/organizations/business-directory)



Grade reversal diagram from Hidden Valley Park Natural Area Trail Design and Construction Erosion Mitigation Manual

Big Muddy Workshop, Inc., was selected through a nationwide search process, to develop a master plan for the natural area, including a new, sustainable trail system, and to develop a manual to guide park staff and volunteers' trail construction efforts. A planning team comprised of the project partners and local residents was formed to assist Big Muddy in developing the master plan. Public input was obtained through a series of open houses.

While the desire to provide sustainable trails and correct existing erosion problems were expressed early in the process, two important elements developed as the plan evolved: First, was to provide accessible trails into the site's

significant natural areas; Second, to develop trail construction approaches that would enable volunteers to construct and maintain the trail system, outlined in a manual tailored to Hidden Valley Park.

Two accessible surface trails will allow all visitors to enjoy the prairie and forest plant communities. The trail alignment will have a slope of 5% or less, with benches spaced along the trail for resting and to encourage observation. Persons with more time and vigor can hike the sustainable main trail with a natural soil surface.

At key locations on the main trail, bridges, boardwalks and stairs will be used to provide safe access and protect sensitive areas from foot traffic.

Developing a trail system that allowed volunteer participation in the construction and maintenance of the trail is an important component of the Hidden Valley Park Natural Area project. The partner organizations had several reasons for making this element key to the project, including building community commitment to the park area and stretching the City's construction dollars by employing volunteer labor wherever possible. To facilitate volunteerism, Big Muddy developed the Hidden Valley Park Natural Area Trail Design and Construction Erosion Mitigation Manual. The manual was developed for use by park staff and volunteers, guiding them in trail construction efforts.

Big Muddy staff attended International Mountain Biking Association (IMBA) trail design training, to learn the latest techniques in sustainable trail design and building. IMBA and US Forest Service trail manuals were incorporated into the design standards for the trail and referenced in the construction manual. Big Muddy adapted these techniques to Hidden Valley's unique features and highly erosive loess soils.



The manual outlines the trail system goals and design guidelines, hiking trail design guidelines, and erosion control strategies. It provides photographs, illustrations, text and references to aid park staff and volunteers in planning the segments of trail to be constructed and the techniques to be employed.

To ensure that Kansas City parks staff was knowledgeable on how to direct volunteers in trail construction, Big Muddy conducted a "Train-the-Trainers" session for park staff and volunteer leaders. The group learned how to clear the trail corridor, construct full bench trails including grade reversals when necessary, and install facines and debris dams to correct eroded areas. The Workshop designed and fabricated a trail template to aid volunteers in building the trail to the desired width and correct trail surface cross-slope.

Kansas City Parks & Recreation has held several trail building events since the initial training session. In October 2007, 250 volunteers for VLM, Inc. donated one work day to clear and build trail. Additional trail days were held in November 2007 and June 2008, drawing another 200 volunteers to clear, repair and expand the trail system.

About the Author



(<https://www.americantrails.org/organizations/kansas-state-parks>)