

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

Monday, August 5, 2019 at 6:00 p.m.  
Garfield Township Hall Large Meeting Room  
3848 Veterans Drive  
Traverse City, MI 49684  
Ph: (231) 941-1620

**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 – April 15, 2019**

**4. Correspondence**

**5. Reports**

- a. Commissioner Reports
- b. Staff Report/Updates
  - i. Parks & Recreation Master Plan
  - ii. Commons 100
  - iii. BVNP (Pickleball courts, YMCA lease)
  - iv. Silver Lake Park Project

**6. New Business**

- a. Conceptual Plan for Expansion of Pickleball Courts
- b. Proposal for Winter Trail Grooming
- c. Request for Rental of Athletic Fields at SLRA
- d. Project Prioritization for 2020 Budget

**7. Public Comment**

## **8. Items for Next Agenda**

- a. To Be Determined

## **9. Adjournment**

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

**CHARTER TOWNSHIP OF GARFIELD  
PARKS and RECREATION COMMISSION  
Special Meeting  
April 15, 2019**

**Roll Call of Commission Members:**

Present: James Guilmet, Chris Remy, Fern Spence, William Scott, Denise Schmuckal, Chris DeGood and Valarie Handy

Staff Present: Erik Perdonik and John Sych

1. **Call to Order:** Chair Handy called the meeting to order at 6:02pm.
2. **Public Comment**  
None
3. **Review and Approval of the Agenda – Conflicts of Interest**  
Silver Lake Park/Station 12 Parking Lot Improvements was added as item 6a.  
  
*Schmuckal moved and DeGood seconded to approve the agenda as amended.*  
  
*Yeas: Schmuckal, DeGood, Spence, Remy, Guilmet, Scott, Handy*  
*Nays: None*
4. **Review and Approval of Meeting Minutes March 4, 2019**  
*DeGood moved and Remy seconded to adopt the minutes of March 4, 2019 as presented.*  
  
*Yeas: DeGood, Remy, Scott, Spence, Guilmet, Schmuckal, Handy*  
*Nays: None*
5. **Correspondence**
  - a. Email received re: Silver Lake Dog Park  
Commissioners discussed the dog park and the rules.
6. **Reports**
  - a. **Commissioner Reports**  
None
  - b. **Staff Report**  
Sych thanked Erik Perdonik for his work with the Parks Commission since this will be his last meeting.
7. **Business to Come Before the Commission**
  - a. **Silver Lake Park/Station 12 Parking Lot**  
Schmuckal reviewed with commissioners why this item was on the agenda and what was discussed at the Township Board level. Engineer

Jennifer Hodges said that she engineered two drawings for this evening for commissioner review. Option one gives 45 parking spaces and requires relocation of a trail and allows for full circulation for fire trucks. An additional stormwater basin would be needed, ditching would be modified and a hydrant would be moved. Option 2 provides 24 spaces. There will be an ADA ramp in either case leading to the trail. Funding would come from the general fund. Park Commissioners discussed the plan.

*Spence moved and Scott seconded to allow for the relocation of the trail at Silver Lake Park as shown in the engineered plans for more parking at Station 12.*

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

**b. PD 2019-25 First Amendment to 2018 5 year Parks and Recreation Master Plan**

Sych explained that this amendment revises the township's acquisition plan to be more consistent with current priorities. Only one comment was received. One public hearing is required and can be done at the board level.

*DeGood moved and Scott seconded to adopt resolution 2019-01-PR RECOMMENDING TO the Township Board that the draft First Amendment to the Charter Township of Garfield 2018-2023 Five Year Parks and Recreation Master Plan.*

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

**c. PD 2019-26 Commons 100 Deed Restriction – Recommendation**

Sych pointed out that this issue had been discussed by the Joint Planning Commission. Currently, deed restrictions state that only hiking and cross country skiing are allowed on the property. Some in the community would like this acreage to be on par with the surrounding areas and allow for more sports such as biking, snow shoeing or dog walking. Sych explained that the process would convey the property back to the state and then the state would alter the language and deed it back to the township. The suggested language would authorize use "for non-motorized public purposes". Concerns were shared with the property being given to the state. Sych said that staff would ensure that the state is ready to receive the property and make the changes. The Township Attorney may be involved as well.

*Remy moved and Scott seconded THAT the deed for the 100.87 acre parcel owned by Garfield Township at the Grand Traverse Commons BE*

*REVISED to reflect the changes as indicated on Page 3 of Planning Department Report 2019-26.*

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

**d. PD 2019-27 Silver Lake Park – Capital Improvements – Recommendation**

Sych said that these items can be prioritized. Several items were listed that included a new trail loop, tennis court resurfacing, well house improvements, and sidewalk connections. Items one and two can be easily done and items 3 and 4 can be bundled with the fire station items. Engineer Jennifer Hodges can do the engineering for items 3 and 4. Tom Vitale talked about the new trail loop. Commissioners discussed adding a paved portion of the trail loop.

*DeGood moved and Guilmet seconded TO RECOMMEND to the Township Board that items 1 & 2, as described in Planning Department Report 2019-27, BE IMPLEMENTED including the paving of a portion of the trail as discussed.*

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

*DeGood moved and Spence seconded TO RECOMMEND to the Township Board THAT a consultant be hired to bid and oversee the implementation of Items 3 & 4 as described in Planning Report 2019-27.*

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

**e. PD 2019-28 BVNP Pickleball Courts Policy – Recommendation**

Staff met with representatives from the Traverse Area Pickleball Association and they have provided a draft policy. Commissioners discussed the reservations system and decided to go forward with the proposed policy for a one year trial run. A reservations link will be placed on the township website by TAPA at no charge.

*Schmuckal moved and Spence seconded TO RECOMMEND to the Township Board THAT the draft policy for the BVNP pickleball courts, as attached to Planning Department Report 2019-28, BE IMPLEMENTED on a one-year trial basis.*

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


- f. PD 2019-29 Miller Creek Parcel Donation Discussion**  
Staff was approached by the owner of a three acre parcel at the southwest corner of Cass Road and Miller Creek Drive. The owner noted that the site was wet and he has been unable to sell it. The parcel is not contiguous to any parklands. Commissioners discussed ownership and decided against taking any action on the parcel at this point.
  
- g. PD 2019-30 Prohibition of Marijuana Use in Public Parks - Recommendation**  
*Schmuckal moved and Guilmet seconded to recommend to the Township Board THAT Garfield Township Ordinance number 50 be amended to include a prohibition on marijuana smoking and/or vaping of tobacco products as attached to Planning Department Report No. 2019-50.*

*Yeas: Schmuckal, Guilmet, Scott, DeGood, Spence, Remy, Handy*  
*Nays: None*
  
- 8. Public Comment**  
Jennifer Hodges thanked the board for their input on the Silver Lake project.
  
- 9. Items for Next Agenda**  
A joint meeting between the Parks Commission and the Township Board was discussed.
  
- 10. Adjournment**  
*Handy moved to adjourn the meeting at 7:30pm.*

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



|   |   |  |                          |
|---|---|--|--------------------------|
|  |   | <h2 style="margin: 0;">Charter Township of Garfield</h2> <h3 style="margin: 0;">Planning Department Report No. 2019-103</h3> |                          |
| Prepared:   | July 30, 2019                                     | Pages:   | 3                        |
| Meeting:  | August 5, 2019 PRC                                | Attachments:   | <input type="checkbox"/> |
| Subject:  | Conceptual Plan for Expansion of Pickeball Courts |  |                          |

**BACKGROUND:**

The outdoor pickleball courts at the Boardman Valley Nature Preserve are now open and being used. There are eight (8) pickleball courts. To reserve a court, players can visit the Township website which has a link to a reservation software provided by Traverse Area Pickleball Association (TAPA). TAPA has also provided, and which the Township adopted, guidelines for play on the courts. Four (4) of the courts are always for open play and cannot be reserved.

Now, TAPA is proposing that the site of the existing tennis courts located immediately west of the new pickleball courts to be rebuilt into six (6) new pickleball courts. A conceptual layout developed by TAPA is shown below. TAPA has indicated that they would conduct fundraising to pay for all of the improvements.

**STAFF COMMENT:**

The Parks and Recreation Commission needs to determine the balance of use and improvements at the Boardman Valley Nature Preserve. The current Parks and Recreation Master Plan states:

“The Boardman Valley Nature Preserve is intended to remain primarily in a natural, undeveloped state as an in-town opportunity for hiking, nature watching, hunting, and fishing.

Sentiment expressed by the Parks and Recreation Commission has generally supported the use of this park as a key element in the regional trail system, but wide asphalt bike paths are not envisioned as compatible with this nature area. Rather, the existing single-track type trail system would be more appropriate, or perhaps a crushed limestone pathway similar in nature to the Boardman Lake Trail. Care must be taken to avoid conflict between cyclists and other trail and park users. It will be necessary for the Township to plan in advance for the type of trail that will be permissible, as well as the location of the trail.

The Grand Traverse Bay YMCA currently occupies space on the northern area of this park, including a large building, parking lot, athletic fields, and volleyball courts. As the YMCA is currently evaluating options for its future on this property, the Township’s plans should continue to be coordinated closely with the YMCA administration.

With the removal of the Boardman dams, the BVNP may experience a surge in commercial pressure, such as requests by livery services to launch or recover boats from the parkland. If managed properly, this commercial use of the property could both increase public use and enjoyment of the river while also bringing revenue to the Township.”

Currently, the YMCA is looking to extend its lease for the facility at Boardman Valley Nature Preserve for five years. It is unknown how long the YMCA will occupy this location but it can be expected for at least the next few years. The YMCA is set to make some improvements to the

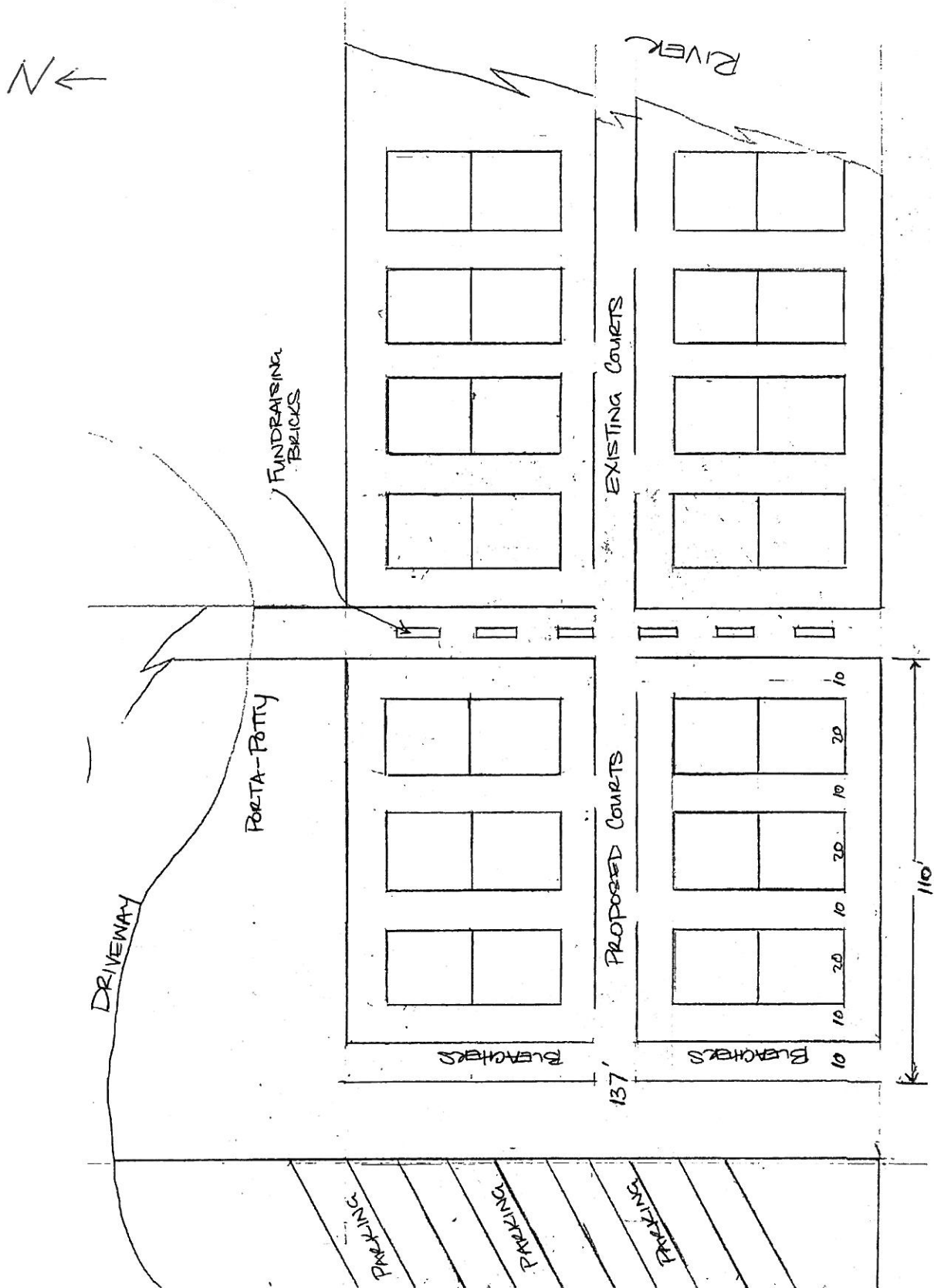
## Conceptual Plan for Expansion of Pickleball Courts - Parks and Recreation Commission


maintenance of the building. With further development of the outdoor pickleball courts, it is important to further ensure that adequate parking and other associated facilities to support these uses.

### **ACTION REQUESTED:**

A representative from TAPA will be present at the meeting. No action is required. This item is for discussion only.





|   |                                     |  |
|---|-------------------------------------|--|
|  <b>Charter Township of Garfield</b><br><b>Planning Department Report No. 2019-102</b> |                                     |  |
| Prepared:   | July 30, 2019                       | Pages: 2   |
| Meeting:  | August 5, 2019 PRC                  | Attachments: <input checked="" type="checkbox"/> |
| Subject:  | Proposals for Winter Trail Grooming |  |

**BACKGROUND:**

In the winter season of 2018-19, Peter Zirnhelt (aka Z Trail Grooming) groomed trails at the Silver Lake Recreation Area (SLRA) for winter walking and cross-country skiing. For the upcoming winter season of 2019-2020, Mr. Zirnhelt is offering the same proposal along with an additional proposal for Buffalo Ridge and Kids Creek Park trails.

The proposal proposes winter grooming for up to three locations including Silver Lake Recreation Area, Buffalo Ridge Trail and Kids Creek Park Trail. The grooming would take place during the months of December through March.

For Silver Lake Recreation Area, Mr. Zirnhelt estimates that grooming would be necessary a total of fourteen (14) times during the season at a cost of \$4,000 plus \$400 for liability insurance premium for a total cost of \$4,400.

For Buffalo Ridge Trail, Mr. Zirnhelt estimates that grooming would be necessary a total of fourteen (14) times plus four (4) double passes during the season at a cost of \$3,100 plus \$400 for liability insurance premium for a total cost of \$3,500.

For Buffalo Ridge Trail and Kids Creek Park Trail, Mr. Zirnhelt estimates that grooming would be necessary a total of fourteen (14) times plus four (4) double passes during the season at a cost of \$4,250 plus \$400 for liability insurance premium for a total cost of \$4,650.

A summary of the proposals is as follows:

| Proposals for Winter Trail Grooming         |                |                |
|---|----------------|----------------|
| Silver Lake Recreation Area                 | \$4,400        | \$4,400        |
| Buffalo Ridge Trail only                    | \$3,500        | --             |
| Buffalo Ridge Trail & Kids Creek Park Trail | --             | \$4,650        |
| <b>Total</b>                                | <b>\$7,500</b> | <b>\$8,650</b> |

**STAFF COMMENT:**

While these may be considered acceptable proposals, it is recommended that the Parks and Recreation Commission determine if winter trail grooming (for cross-country skiing, walking, etc.) is a desired activity? And if so, are these the appropriate locations? Actual use of the groomed trails from the winter season of 2018-2019 has not been determined.

In accordance with the Township's Purchasing Policy, transactions greater than \$5,000 require informal quotations from at least three vendors, if required by the Garfield Township Board. While these are two separate proposals, they may be interpreted as one single proposal because of the similarity of services provided and over the same time period.

**ACTION REQUESTED:**

Review and discuss the attached proposals. If these proposals are determined to be acceptable, then consider making a recommendation to the Township Board regarding whether Mr. Zirnhelt's proposals should be accepted. The following motions may be considered:

MOTION TO RECOMMEND THAT the Township Board accept the proposal from Peter Zirnhelt for winter trail grooming at the Silver Lake Recreation Area for December 2019 through March 2020 at an estimated cost of \$4,400.

MOTION TO RECOMMEND THAT the Township Board accept the proposal from Peter Zirnhelt for winter trail grooming at Buffalo Ridge Trail and Kids Creek Park Trail for December 2019 through March 2020 at an estimated cost of \$4,650.

The above motions may be amended based on the desired proposals.

**Attachments:**

1. Proposal dated May 21, 2019 submitted by Peter Zirnhelt (1 total pages)
2. Proposal dated July 22, 2019 submitted by Peter Zirnhelt (3 total pages)

# Z TRAIL GROOMING

an assumed name of Peter Zirnhelt

Groomer of Cross Country Ski Trails

1613 Outer Drive, West  
Traverse City, MI 49685  
231-590-1800

May 21, 2019

Parks and Recreation Commission  
The Charter Township of Garfield  
3848 Veterans Drive  
Traverse City, MI 49684

Attn: Valerie Handy  
Chair

Re: Winter trail grooming  
Silver Lake Recreation Area

Dear Ms. Handy and Commission Members

This past winter I had a contract with the Township to groom the Hidden Lake, Meadows and adjacent to the ADA Accessible trails within the Silver Lake Recreation Area for cross country skiing, for a total distance of two miles. My conversations with trail users in regard to their perception of the groomed trails, was totally positive. Supervisor Korn suggested I write the Commission regarding the 2019 winter season.

I hereby offer to groom the same trails, under the same terms as the 2018 contract, for the 2019 winter season. The 2018 contract provided for a compensation of \$4,400. I invoiced \$4,178.45 for 13 separate groomings, which invoices included \$49.82 for trail marking stakes which I was instructed to purchase to facilitate grooming in the open areas where drifting snow often occurred.

I am willing to appear before the Commission to answer any questions at our mutual convenience. Please advise of your desire in that regard.

Thank you for your consideration,



Pete Zirnhelt

cc Chuck Korn  
Supervisor

# Z TRAIL GROOMING

an assumed name of Peter Zirnhelt

Groomer of Cross Country Ski Trails

1613 Outer Drive, West  
Traverse City, MI 49685  
231-590-1800  
pdzirnhelt@aol.com

July 22, 2019  
Chuck

Per your request, attached is a proposal for winter trail grooming of the Buffalo Ridge trails. One proposal is solely for the Buffalo Ridge trails and the second is for a combined grooming of the Buffalo Ridge trails and the Kids Creek trail along the Great Wolf Lodge property. I would appreciate your comments.

Pete Zirnhelt



# Z TRAIL GROOMING

231-590-1800

Estimate

to Winter Groom

Garfield Township

Buffalo Ridge Trail (1.5 miles)

or

Buffalo Ridge and Kids Creek Park Trails (2.3 miles)


2019/20

| Per grooming:  | Buffalo Ridge only | Buffalo Ridge & Kids Creek |
|--|--------------------|----------------------------|
| a) Transport, off load<br>& reload grooming<br>equipment:  | \$50               | \$50                       |
| b) Grooming single<br>pass:  | \$150              | \$225                      |
| c) Double pass (deep<br>snow) second pass<br>(estimated 4 per<br>season):  | \$75               | \$100                      |
| <br>Estimated 14 groomings: December-March; initial grooming<br>snowdepth of 5 or more inches; subsequent grooming: 3 or more<br>inches. |                    |                            |
| Total plus liability<br>insurance premium<br>estimated at \$400:   | \$3,100            | \$4,250                    |



4,000 ft 3,900 ft 2,400 ft 150 ft



|   |   |  |                          |
|---|---|--|--------------------------|
|  |   | <b>Charter Township of Garfield</b>            |                          |
|   |   | <b>Planning Department Report No. 2019-101</b> |                          |
| Prepared:   | July 31, 2019                                 | Pages:   | Page 1 of 2              |
| Meeting:  | August 5, 2019 PRC                            | Attachments:                                   | <input type="checkbox"/> |
| Subject:  | Request for Rental of Athletic Fields at SLRA |  |                          |

**BACKGROUND:**

Garfield Township recently received requests to rent out the soccer and baseball fields at Silver Lake Recreation Area. The Township currently allows some of its facilities to be rented out, including the picnic pavilions at Silver Lake, as well as the pickleball courts at Boardman Valley Nature Preserve through an agreement with the TAPA pickleball organization, and the meeting rooms in the Township Hall building. There is no such agreement for the Silver Lake athletic fields, as they are currently available to the public on a first-come, first-served basis.

The 2018-2023 Parks and Recreation Master Plan includes recommended park reservation policies to be adopted by resolution of the Township Board. The recommended policies include the following:

***Reservations***

*The following reservations recommendations either exist or should be implemented to ensure the most enjoyable experience for all park users. To allow for efficient policy changes from time to time, these recommendations should be adopted by resolution of the Township Board rather than incorporated within this document.*

***1. Reservations – Leagues***

- a. Require reservations for regular league or club use and practice.*
- b. Ensure adequate public opportunity to use facilities outside of regular reservation times, particularly the multi-purpose field.*
- c. Require the designated league play area to be positioned to maximize open area for other users (i.e. a football field takes up significantly less than full multi-field area, and could be shifted to one area of the field).*
- d. Ensure adequate parking exists so that vehicles do not park outside of designated parking areas. Require leagues to provide estimated traffic generation counts. If a league is anticipated to regularly generate traffic in an amount greater than 50% of available spaces, then that league is not likely an appropriate partner to the park.*
- e. Permit leagues to use existing and future utility structures to store equipment.*
- f. Adopt appropriate league fees which will contribute to maintenance costs*

***2. Reservations – Facilities***

- a. Establish time-slot reservation policy for picnic shelters rather than allowing all-day reservations for one fee. For example, start with 2-3 hours for \$X, then charge hourly rates.*
- b. Identify one or two pavilions which may not be reserved to adequate opportunity for first-come, first-served use.*

**STAFF COMMENT:**

If the Parks and Recreation Commissioners would like to consider allowing reservations at the Silver Lake athletic fields, then they should discuss what a policy for the reservations would entail. The most likely policies would be the following:

## Request for Rental of Athletic Fields at SLRA

- **One-time reservations.** The Commissioners may want to consider allowing reservations for a one-time event. This could be similar to the system currently in place for reserving the Silver Lake pavilions. There are three pavilions at Silver Lake, each of which can be reserved for \$20.00 by residents of the Township and \$40.00 by non-residents, although there is no price variation based on the length of time reserved or the pavilion size. Reservations could also be managed through an online system, as is being piloted in 2019 for the BVNP pickleball courts.
- **Recurring reservations.** The requests received by the Township have included groups wanting to have a recurring reservation, such as a soccer team wanting to reserve the soccer field every Sunday for a ten-week period. The Township does not currently have any facilities that are available for recurring reservations.
- **No reservations.** This policy would continue the status quo of not allowing for reservations of the athletic fields. The fields would still be open to the public on a first-come, first-served basis.

Some items to discuss may include when the fields are available to rent, for how long a reservation could be made, impacts of the repeated use of facilities for recurring reservations, and cost structure (uniform, by length of time, by residency, etc.) for such reservations.

### **ACTION REQUESTED:**

No action is requested at this time, unless the Commissioners develop a policy for reservations that they feel comfortable supporting and recommending.

RECREATION FIELD REQUEST FORM

**Silver Lake Recreation Area**

The Charter Township of Garfield has established the following policies and procedures to ensure the safe, efficient use and the equitable availability of recreation fields within Township parks.

- All Township park rules must be adhered to. Please see attached rules.
- The Township reserves the right to modify these policies and procedures and to develop and enforce such additional rules and regulations as may be required for the protection of the parks, the individual facilities of the parks, and the users and patrons of the parks.
- Fees as imposed by this policy may be waived by the Township Board.
- Fields are available April to November (depending on weather). Fields are closed from December to March.
- Recreation fields may be used unreserved on a first-come, first-served basis if they are not reserved by others and if they are not set up for a game that will take place later that day.
- Reservation Fee of \$30 per field for one full day. \$300 for a full season for Township resident. \$500 for a full-season for non-resident.
- Groups will be held financially responsible for damages attributed to their use.
- The Township may request a "Certificate of Insurance" from the group for liability coverage.

Please submit one request for each site requested- and fill out ALL information below.

1. Requested Field (please check one)

Soccer field \_\_\_\_\_

Baseball field \_\_\_\_\_

2. Requested dates, days and times:

DATE STARTING: \_\_\_\_\_

DATE ENDING: \_\_\_\_\_

DAY(S) OF WEEK: \_\_\_\_\_

TIME STARTING: \_\_\_\_\_

TIMES ENDING: \_\_\_\_\_

3. Activity Description: (Use additional page, if needed): \_\_\_\_\_

\_\_\_\_\_

4. Number of Participants: \_\_\_\_\_

5. Group & Contact Information

\_\_\_\_\_

Group Name: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Relationship to Group: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

On behalf of this group, I understand all procedures associated with this request and accept the legal/financial responsibilities involved in the use of field.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_


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## Garfield Township Parkland Rules

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

- A. To remain on Township Parkland outside of the stated or posted hours of operation; two (2) hours before sunrise until two (2) hours past sunset, unless otherwise posted.
- B. To enter any area 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 except in established driveways and parking areas.
- G. To commit vandalism of any kind, including but not limited to:
  - a. Removing, damaging, destroying or defacing Township owned property and equipment.
  - b. Destroying, damaging, injuring or removing any trees, shrubs, wildflowers or vegetation.
- H. To have a pet that is not on a leash or otherwise restrained and in control of its keeper. Animal leashes shall not exceed 16 feet in length. Animal excrement must be picked up, contained in a sealed bag and removed from Township Parkland or placed in trash receptacles as provided.
- I. To litter or otherwise dispose of or discard refuse of any kind 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. To 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 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 provided for in Ordinance No. 50 of Garfield Charter Township 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 or fishing as provided for in Ordinance No. 50 of Garfield Charter Township and as allowed by federal and state game laws.
- P. To feed any wildlife at any time.
- Q. To refuse to comply with these Rules and Policies 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 Garfield Charter Township Parkland Ordinance No. 50.



|   |  |  |                          |
|---|--|--|--------------------------|
|  |  | <b>Charter Township of Garfield</b>            |                          |
|   |  | <b>Planning Department Report No. 2019-104</b> |                          |
| Prepared:   | July 31, 2019                                | Pages:   | Page 1 of 2              |
| Meeting:  | August 5, 2019 PRC                           | Attachments:                                   | <input type="checkbox"/> |
| Subject:  | Parks and Recreation 2020 Project Priorities |  |                          |

**BACKGROUND:**

Over the next few months, the Township will be developing its budget for 2020. This includes funds to be allocated for Parks and Recreation. The budget for Parks and Recreation will account for ongoing maintenance activities and priority projects. Maintenance includes planting and landscaping, trail maintenance, lawn mowing, irrigation, waste removal and recycling services, snow plowing, and other activities. The priority projects should be identified for 2020 upon discussion and to help determine these priority projects, the following is a summary of several park project activities for 2019:

*Boardman Valley Nature Preserve – Pickleball Courts*

This project was part of the improvements to Boardman Valley Nature Preserve which began in 2018 and included the pickleball courts, gravel parking area, small pavilion, and vault toilet. The project was completed in late spring and early summer of 2019 with the final sealant coat for the pickleball courts being applied upon the return of warmer weather. An informational kiosk was most recently completed which has the posted park rules and pickleball court rules.

*2018-2023 5-Year Parks and Recreation Master Plan – Amendment 1*

In early 2019, the Township formally adopted the amendment to the 5-Year Parks and Recreation Master Plan which updated the green infrastructure program and provided a proposed third phase for the Buffalo Ridge Trail. The amended plan has been submitted and is on file with the Michigan DNR. Adding the third phase of the Buffalo Ridge Trail to the plan will allow the Township to more easily prioritize the project in future grant applications.

**ACTION REQUESTED:**

We recommend that the Parks and Recreation Commissioners discuss potential projects for 2020 and determine the prioritization level of each project. Potential projects include the following:

- **Capital Improvements – Silver Lake Recreation Area.** The Township is currently soliciting bids for several proposed improvements at Silver Lake. The main project is the expansion of the parking lot at Grand Traverse Metro Fire Station 12, which will also give an additional parking lot for the park and include a slightly rerouted loop trail. Other improvements include the well house construction, sidewalk connections, and tennis court resurfacing. These projects are expected to be completed in 2020.
- **Water Mill Building – Kids Creek Park.** The rebuild or demolition of the water mill building is shown as a project in the Parks and Recreation Master Plan. This project was included in the 2019 budget but was not acted upon.
- **Park Development – River East Recreation Area.** The Township applied for a grant from the Michigan Natural Resources Trust Fund in 2018 but was denied. This park is a relatively new acquisition and currently lacks any facilities. It also has accessibility issues on the site with a steep grade from the main park area to the Boardman River. The Township may consider what improvements could be made to this park with any grant funding.

## Parks and Recreation 2020 Project Priorities

- **Trail Development.** As mentioned above, the Parks and Recreation Master Plan was updated to include the third phase of the Buffalo Ridge Trail, which would extend the trail from its current terminus at Creekside Drive to Zimmerman Road. The second phase of the Buffalo Ridge Trail was built with the assistance of a Michigan Natural Resources Trust Fund grant.
- **Park Amenities.** Several areas of the Township parkland include amenities such as pavilions, benches, picnic tables, grills, kiosks, trash enclosures, bike racks, and other items. Staff recently conducted a walk-through survey of several parks and noted that a lot these items needed to be heavily cleaned or repaired. The current budget does not account for repair or replacement of amenities such as these.