

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

Monday, June 5, 2023 at 6:00 pm
Garfield Township
3848 Veterans Drive
Traverse City, MI 49684
Ph: (231) 941-1620

AGENDA

ORDER OF BUSINESS

**Call Meeting to Order
Pledge of Allegiance
Roll Call of Board Members**

1. Public Comment

Public Comment Guidelines:

Any person shall be permitted to address a meeting of The Parks and Recreation Commission, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended. (MCLA 15.261, et.seq.) Public Comment shall be carried out in accordance with the following Board Rules and Procedures: a.) any person wishing to address the Board is requested to state his or her name and address. b.) No person shall be allowed to speak more than once on the same matter, excluding time needed to answer Commissioner's questions. Where constrained by available time the Chairperson may limit the amount of time each person will be allowed to speak to (3) minutes. 1.) The Chairperson may at his or her own discretion, extend the amount of time any person is allowed to speak. 2.) Whenever a Group wishes to address a Committee, the Chairperson may require that the Group designate a spokesperson; the Chairperson shall control the amount of time the spokesperson shall be allowed to speak when constrained by available time.

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

3. Review and Approval of Meeting Minutes – May 1, 2023

4. Correspondence

5. Reports

- a. Commissioner Reports
- b. Staff Report / Updates
 - i. Parks Steward Report

6. Old Business

- a. PD 2023-61 – Grand Traverse Commons Natural Area – Updates

7. New Business

- a. PD 2023-62 – 2024 Parks Priority Projects – Discussion
- b. PD 2023-71 – BVNP Pickleball Courts Agreement

8. Public Comment

9. Items for Next Agenda – Monday August 7, 2023

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.

**CHARTER TOWNSHIP OF GARFIELD
PARKS and RECREATION COMMISSION
MEETING MINUTES
May 1, 2023**

Roll Call of Commission Members:

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

Absent and Excused: Art Bukowski

Staff Present: Deputy Planning Director Steve Hannon

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

1. Public Comment (6:00)

None

2. Review and Approval of the Agenda – Conflicts of Interest (6:00)

Commissioners added an agenda item: discussion on a flag pole at Silver Lake Recreation Area under New Business, Item 7.a.

Hoort moved and Schmuckal seconded to approve the agenda as amended.

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

Nays: None

3. Review and Approval of Meeting Minutes – April 3, 2023 (6:01)

Spence moved and Schmuckal seconded to approve the minutes of April 3, 2023.

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

Nays: None

4. Correspondence (6:01)

None

5. Reports (6:02)

a. Commissioner Reports

DeGood stated that the Planning Commission was engaged in the Master Plan update process, and the newly adopted Parks and Recreation Plan would be referenced in the updated Master Plan.

b. Staff Report / Updates

i. Parks Steward Report

Parks Steward Sean Kehoe submitted the Parks Steward report in writing. Hannon stated that the Michigan DNR had a question on the Township's application for a Michigan Natural Resources Trust

Fund grant, specifically about comments received as public input. Staff will follow up with the DNR. Hannon also said the Michigan Spark Grant second-round applications have opened and that the applications are due June 26.

The mountain bike subcommittee and Staff are preparing a draft 501(c)(3) agreement to create a framework to accept donations to the Commons Natural Area trails. Subcommittee members also scheduled a work bee for Sunday May 7 to conduct maintenance and safety upgrades on the mountain bike trails. Commissioner Remy spoke about using flexible signs for bike trails and offered to investigate their cost and potentially placing a joint signage order between the Township and Crystal Mountain to help save costs.

6. Old Business

a. PD 2023-47 – Parks Special Event Application (6:17)

At the last Parks and Recreation Commission meeting on April 3, 2023, Staff and Commissioners discussed recent requests for large events on Township parkland. For this meeting, Commissioners reviewed a draft large event application, proposed event fee of \$250, and security deposit of \$500. Commissioners reviewed the draft large event application and offered suggestions to clarify that any impacts of the event would need to be covered by the applicants. These would include providing additional portable bathrooms, contracting with Metro Fire or any other emergency services if needed, providing insurance coverage, and having a plan for off-site parking. Commissioners asked to clarify other items on the form, including that staking for tents is not allowed to protect the equipment for irrigation, open flames are not allowed, and the Township does not have authority for road closures. Commissioners also proposed a \$500 event fee and \$1000 security deposit. Staff will incorporate these changes into the form in an updated draft for the Township Board.

Schmuckal moved and Spence seconded TO RECOMMEND that the Township Board adopt the Charter Township of Garfield Parks Special Event Application and associated fee schedule as amended.

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

Nays: None

7. New Business

a. Flag Pole at Silver Lake Recreation Area (6:56)

A Township resident would like to install a permanent flag pole at Silver Lake Recreation Area at his own expense. Commissioners asked about the proposed location of the pole and discussed the issue noting that the flag pole may need lighting but were in favor of accepting donation of a flag pole. The matter will be brought before the Township Board for their approval.

8. Public Comment (7:05)

None

9. Items for Next Agenda – Monday June 5, 2023 (7:05)

Topics for the next meeting include 2024 priority parks projects, potential grant applications, and a potential quote for signage in the mountain bike trail area.

10. Adjournment

DeGood adjourned the meeting at 7:06 pm.

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



Charter Township of Garfield
Parks Report

Silver Lake Recreation Area

Irrigation is on. Some minor repairs. Dog Park water is back on.

Rentals are streaming in.

Men's Countertop has been installed.

Tennis nets are up & still getting requests for pickleball courts at the park.

Starting to mow trails.

Commons

Covered up some graffiti (Posts by Greenspire & boardwalk).

Mountain Bike Sub Committee active with sign estimations & work bees.

Rescheduling walk through with DNR Rep. for grant application involving Phase 1 loop.

Greenspire had a work bee with students repairing some erosion and covering up graffiti (Mrs. Kris G.'s Class).

Moved two encampments out of Commons by Lot Q. Contact was made with CMH about the individual's property.

Secured lid at structure by North Long Lake Rd.

Contact with Copper Ridge about adjusting parking behind Surgery Center. West Front Primary Care is asking us to free up parking spots in their lot.

River East

Phase 2 almost complete. Watering stations being installed the week of May 29th. Hydroseed completed along with irrigation, dog park fencing, and concrete sidewalks.

Removed two encampments with approx. four individuals with help from CPO's. Also assisted businesses on Keystone Rd.

Have been running remainder of materials for tree planting over to Buffalo Ridge trail from barn. Almost completed.

Boardman Valley

Working on moving the damaged kiosk closer to the parking lot.

Working on updated agreement with TAPA and the pickleball courts. Only thing that is changing are the times for renting.

Unable to locate sick racoon near township border with NER.

Miller Creek

Moved along three encampments.

Covered up graffiti at fishing platform & retrieved a tire from pond.

Repaired a section of trail that partially fell into creek from tree up-rooting.

Starting to mow and trim trailheads.

Picked up windblown trash.

Cleared a couple small trees that fell across trail.

Kid's Creek

Contacted Engineer, Watershed, and CRA for best practices to

Remedy the sediment flow towards pond from artesian spring.

Installed a turbidity curtain, along with straw bales, to slow the Flow of sediment.

Oleson's Pond has started to clear up.

Buffalo Ridge Trail

Almost all the trees are in. Just a few left to put in ground.
Mulch is almost completed too.

Working on water tank to provide water to new plantings since the Spring has been so dry.

Additional Information

DNR Grant Application – Steve Hannon

Sub Committee Estimate for signage in the Mountain Bike Trail Area.

Submitted May 31, 2023,

Derek Morton

Sean Kehoe

		Charter Township of Garfield	
		Planning Department Report No. 2023-61	
Prepared:	May 30, 2023	Pages:	1
Meeting:	June 5, 2023 – Parks and Recreation Commission	Attachments:	<input type="checkbox"/>
Subject:	Grand Traverse Commons Natural Area Design Plan – Updates		

BACKGROUND:

The Garfield Township 2023-2027 Parks and Recreation Master Plan, which includes the Grand Traverse Commons Natural Area Design Plan, was adopted by the Township Board on January 10, 2023 and approved by the Michigan Department of Natural Resources (MDNR) in February 2023. The Plan allows the Township to maintain eligibility for MDNR grant programs including the Michigan Natural Resources Trust Fund (MNRTF). The Township is using the Design Plan as a guide for implementation of improvement projects in the Commons Natural Area.

UPDATES:

Staff offers the following comments regarding implementation of the Commons Natural Area Design Plan:

- *Grant Application* – The MNRTF grant application was submitted to MDNR by the April 1, 2023 due date and is currently under review by MDNR. An MDNR staff member will make an on-site visit to the Commons Natural Area project site with Township Staff to walk the proposed location of the accessible trail loop.
- *Wetland Delineation and Boundary Survey* – Staff sent out two requests for bids (RFB) for projects at the Commons Natural Area: one for a wetland delineation and another for a boundary survey. Staff will gather responses to the RFBs and review before forwarding the bids to the Township Board.
- *Mountain Bike Area: Signage* – The mountain bike subcommittee reviewed desired locations for signage in the mountain bike area after the work bee in May 2023, and Commissioner Remy forwarded information to Staff on signage, posts, equipment, and materials. Staff will review this information and seek out a quote for all items relating to signage in the mountain bike area.
- *Mountain Bike Area: 501(c)(3) and Donations* – Staff have drafted a proposed agreement with the Northern Michigan Mountain Bike Association (NMMBA) for fundraising and are discussing details with NMMBA. Staff and NMMBA will review any potential agreement before forwarding it to the Township Board.

ACTION REQUESTED:

This item is placed on the agenda for discussion only. No action is required.

 Charter Township of Garfield Planning Department Report No. 2023-62			
Prepared:	May 30, 2023	Pages:	1
Meeting:	June 5, 2023 Parks and Recreation Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	2024 Parks Priority Projects – Discussion		

BACKGROUND:

In September 2022, the Parks and Recreation Commission recommended to the Township Board a list of priority parks projects for 2023. These projects formed the basis of the capital outlay portion of the parks budget which was eventually adopted as a part of the overall 2023 Township budget. The following table indicates the status of these projects:

Park / Item	Project	Status
GT Commons Natural Area	Design Plan implementation projects	Request for bids sent out for wetland delineation and boundary survey. Signage to be ordered for mountain bike area. Grant application submitted for the Michigan Natural Resources Trust Fund, and site work is anticipated as a follow-up to the grant application.
River East	Phase #3 – Bathrooms, trail, sidewalk, etc.	The designs are being reviewed by the Township Engineer, anticipated to go out for bids in summer 2023. Phase #2 projects, including dog parks and site improvements, are still being finalized.
Equipment	Tractor and Dump Trailer	Staff have received quotes for tractors and quotes for dump trailers are being sought.

2023-2027 PARKS AND RECREATION MASTER PLAN:

In January 2023, the Township Board adopted a new five-year Parks and Recreation Master Plan to guide future park improvements and maintain the Township’s eligibility for certain state grant programs. This Plan includes a Five-Year Capital Improvements Program (CIP) to anticipate potential projects in the next five years. These projects are intended to be evaluated annually and may be adjusted based on demand, priority, and/or funding. The CIP is included as an attachment to this report.

There are many potential future projects listed in the CIP in the Parks and Recreation Master Plan. Staff recommends that the Parks and Recreation Commission discuss which potential projects are the highest priority and if any projects should be added to the list. Staff will refine the highest priority projects and will compile a draft 2024 priority projects list for the next Parks and Recreation Commission meeting.

ACTION REQUESTED:

This item is placed on the agenda for discussion only. No action is required.

Attachments:

1. Five-Year Capital Improvements Program (CIP) from the 2023-2027 Parks and Recreation Master Plan

Action Program

Development of the Action Program

The Goals and Objectives of this Plan provided the basis for development of the Action Program. The Action Program will guide the implementation of the Goals and Objectives over the next five years and includes details on specific capital projects, potential policy discussions, operations and maintenance, non-motorized facilities, and green infrastructure.

Five-Year Capital Improvements Program

Budgets for capital improvement projects are subject to change depending on current costs and available funding opportunities. For this reason, estimates are shown to provide a sense of the magnitude of funding needed and its expected source. These capital projects will be evaluated annually and may be adjusted based on demand, priority, and/or funding.

Year	Project	Estimated Cost	Funding Sources
2023	Grand Traverse Commons Natural Area <ul style="list-style-type: none"> Final trail systems, signage design, permitting Red Drive trailhead construction Conservation Recreation trail construction Restoration activities 	\$1,095,000	General Fund Donations Grants
2023	River East Recreation Area <ul style="list-style-type: none"> Restrooms, trail, and sidewalk construction Planning for future uses and facilities 	\$349,000	General Fund
2024	Grand Traverse Commons Natural Area <ul style="list-style-type: none"> Copper Ridge and Munson trailhead construction Connector trail construction Restoration activities 	\$975,000	General Fund Grants Donations
2024	River East Recreation Area <ul style="list-style-type: none"> Trail upgrades and development Templeton barn siding Electrical hookup for pavilion 	\$150,000	General Fund Grants
2024	Silver Lake Recreation Area <ul style="list-style-type: none"> Amenities: pickleball court, outdoor gym Bathroom heating improvement Electrical hookups for pavilions 	\$100,000	General Fund Donations Grants
2024	Boardman Valley Nature Preserve <ul style="list-style-type: none"> Trail upgrades, including gap between crushed gravel trail and boardwalk along Peace Trail Volleyball court and viewing platform upgrades 	\$100,000	General Fund
2024	Kids Creek Park <ul style="list-style-type: none"> Oleson pond dredging 	\$50,000	General Fund

Year	Project	Estimated Cost	Funding Sources
2025	Grand Traverse Commons Natural Area <ul style="list-style-type: none"> • Multi-use / hike / mountain bike trail construction • Amenities final design and permitting • Restoration activities 	\$680,000	General Fund Donations Grants
2025	Kids Creek Park <ul style="list-style-type: none"> • Bridge / bench upgrades near Kohl’s entrance • Construction of pavilion or covered benches with shade cover at Buffalo Ridge Trail 	\$25,000	General Fund
2026	Grand Traverse Commons Natural Area <ul style="list-style-type: none"> • Amenities construction • Wayfinding final design and installation • Long Lake Road trailhead design and permitting • Wetland restoration design • Restoration activities 	\$340,000	General Fund Donations Grants
2026	Silver Lake Recreation Area <ul style="list-style-type: none"> • Dog park expansion 	\$100,000	General Fund
2026	Miller Creek Nature Reserve <ul style="list-style-type: none"> • Boardwalk repair and replacement • Trail connections to properties along US 31 	\$100,000	General Fund
2027	Grand Traverse Commons Natural Area <ul style="list-style-type: none"> • Long Lake Road trailhead construction • Wetland restoration implementation • Future connection trail systems • Restoration activities 	\$965,000	General Fund Donations Grants

Two of the Garfield parks, River East Recreation Area and Silver Lake Recreation Area, have park development plans which have guided projects in these parks. These park development plans are included in *Appendix L* of this Plan.

Operations and Maintenance

Current staffing for the Garfield parks system consists of two Parks Stewards with support from the Planning Department and Township Engineer. Parks Stewards conduct the day-to-day parks operations, including maintenance, communications, and code enforcement. Planning staff and the Township Engineer provide technical assistance for the Parks Stewards and for the Parks and Recreation Commission, including parks system planning, project specific planning, engineering, and construction.

Contracted services are used by the Township for ongoing maintenance of parks, trails, and park facilities along with specific capital projects. Parks Stewards oversee all maintenance activities.

		Charter Township of Garfield Planning Department Report No. 2023-71	
Prepared:	May 31, 2023	Pages:	1
Meeting:	June 5, 2023 Parks and Recreation Commission	Attachments:	<input checked="" type="checkbox"/>
Subject:	BVNP Pickleball Courts Revised Policy		

BACKGROUND:

In February 2020, the Parks and Recreation Commission recommended a revised policy and agreement with the Traverse Area Pickleball Association (TAPA) for the pickleball courts area at Boardman Valley Nature Preserve (BNVP). This revised policy was adopted by the Township Board in 2020 and has been guiding use of the pickleball courts since then, though the agreement was intended to be for two years and expired in 2022. The agreement that was approved in 2020 is attached to this report. Since the agreement was approved, TAPA has been administering the online court reservation system for the Township.

STAFF COMMENT:

Staff recommends that the Parks and Recreation Commission review the previous agreement with TAPA and forward any proposed changes to the Township Board. To avoid a potential future situation where an agreement expires, language could be considered to allow an agreement to continue until a replacement is adopted. Other items in the agreement, such as the rules for use of the courts and times available for court reservations, may also warrant review and adjustment as necessary.

ACTION REQUESTED:

If, following discussion, Commissioners are comfortable with the proposed agreement with TAPA for the use of the BVNP pickleball courts and management of the online reservation system, then the following motion is recommended to forward the proposed agreement to the Township Board:

MOTION TO RECOMMEND to the Township Board that the revised agreement with the Traverse Area Pickleball Association (TAPA) for the pickleball courts at Boardman Valley Nature Preserve, as attached to Planning Department Report 2023-71, BE IMPLEMENTED.

Any additional information deemed necessary by the Parks and Recreation Commission should be added to this motion.

Attachments:

1. Pickleball Court Agreement with TAPA, approved February 11, 2020
2. Draft Updated Pickleball Court Agreement with TAPA

**PICKLEBALL COURT AGREEMENT
WITH TRAVERSE AREA PICKLEBALL ASSOCIATION**

THIS AGREEMENT ("Agreement") is made and entered into as of this ___th day of February, 2020 ("Effective Date"), by and between the CHARTER TOWNSHIP OF GARFIELD, a Michigan municipal corporation and charter township ("Township"), and TRAVERSE AREA PICKLEBALL ASSOCIATION, a non-profit organization ("Association"), whose address is 3490 3 Mile Rd, Traverse City, Michigan 49686, and is made with reference to the following:

RECITALS

- A. Township is a municipal corporation duly organized and validly existing under the laws of the State of Michigan with the power to carry on its business as it is now being conducted under the statutes of the State of Michigan and the Charter of Township.
- B. At its February 3, 2020 meeting, the Charter Township of Garfield Parks and Recreation Commission unanimously passed a motion recommending to the Charter Township of Garfield Board of Trustees that a revised policy be applied to the pickleball courts at the Boardman Valley Nature Preserve as described herein and incorporated herein by reference as Exhibit A be approved and administered in a two-year management agreement with the Traverse Area Pickleball Association.
- C. At its February 11, 2020 meeting, the Charter Township of Garfield Board of Trustees unanimously passed a motion approving the revised policy as described herein and incorporated herein by reference as Exhibit A and a two-year management agreement with the Traverse Area Pickleball Association.
- D. The Charter Township of Garfield desires to engage the Traverse Area Pickleball Association to coordinate use of the pickleball courts at the Boardman Valley Nature Preserve on behalf of the Township for a two-year term.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

1. TERM

The term of this Agreement shall commence on the Effective Date, and shall terminate on January 31, 2022, unless terminated earlier as set forth herein.

2. SERVICES TO BE PERFORMED

The Association shall coordinate use of the pickleball courts at the Boardman Valley Nature Preserve as described in the policy attached hereto as Exhibit A and incorporated herein by reference and provide an online reservation software program with link provided on the Township website for the reserved use of the pickleball courts in accordance with the policy.

3. ADMINISTRATION

This Agreement will be administered by the Township Planning Department. Township's Planning Director or designee shall have the authority to act for Township under this Agreement.

4. COOPERATION

The Association agrees to work closely and cooperate fully with the Township and any other agencies that may have jurisdiction or interest in the pickleball courts. Any special events or activities considered by the Association must receive approval from the Township.

5. NOTICES

All notices, demands, requests or approvals from the Association to the Township shall be addressed to the Township Planning Department.

6. TERMINATION

Township shall have the right, at its sole and absolute discretion and without cause, of terminating this Agreement at any time by giving no less than seven (7) calendar days' prior written notice to the Association. On the effective date of termination, the Association shall deliver to Township all documents and other information developed or accumulated in the performance of this Agreement, whether in draft or final form.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates written below.

CHARTER TOWNSHIP OF GARFIELD, a Michigan municipal corporation

Date: 5/19/20

By: 

Chuck Korn, Township Supervisor

TRAVERSE AREA PICKLEBALL ASSOCIATION, a non-profit organization

Date: 4/30/2020

By: Gary Ford

Gary Ford, President

Attachments: Exhibit A - Pickleball Court Policy for Boardman Valley Nature Preserve 2020

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pc

Exhibit A: Pickleball Court Policy for Boardman Valley Nature Preserve

2020

Charter Township of Garfield



BOARDMAN RIVER



	4		

	5		

	3		

	6		

	2		

	7		

	1		

	8		

Open Play Courts 1, 2, 3, 4 and 5

The purpose of open play is:

- A. to play and socialize with all members of the Pickleball community.
- B. to provide a variety of mixed skill level games, so that:
 - i. players with similar skill levels have opportunities for competitive games.
 - ii. Players with less advanced skills have the opportunity to challenge themselves against players with more advanced skills.

Challenge Court 6

The purpose of a challenge court is:

- A. to allow advanced players the opportunity to play competitive games.
- B. to provide intermediate players the opportunity to step away from open play and test themselves.

Open Play Courts 7 and 8; 4.0 Skill Level or Higher

The purpose of the open courts for 4.0 skill level or higher is:

- A. to provide players with 4.0 skill level ratings, or higher, or with comparable ability to have opportunity for competitive games.
- B. to provide players with 4.0 skill level ratings, or higher, opportunities to practice the soft game elements of pickle ball (dinkings, placement, soft third shots, soft blocking, etc.)

Court Reservation Policy, Courts 5, 6, 7 & 8

The purpose of reserving courts is to allow groups of players the ability to reserve, up to four courts for family groups, round robins or other groups to play uninterrupted.

- A. Courts 5, 6, 7 & 8 may only be reserved during the following hours:
 - i. Monday - Friday: 7:00 a.m. to 10:00 a.m. and 4:00 p.m. to 7:00 p.m.
 - ii. Saturday & Sunday, 7:00 a.m. to 10:00 a.m.
- B. Courts may only be reserved online, through the Garfield Township reservation systems, within 48 hours of the reservation.

- C. Open play (court 5), Challenge Court play (court 6), and 4.0 skill level or higher open play (courts 7 & 8) shall be suspended whenever courts 5, 6, 7 or 8 are reserved, during the reserve periods only.
- D. No points or games will be initiated after the reserve time has expired. Reserve court players shall vacate the reserve courts immediately upon expiration of the reserve time, if any other players are waiting for play on those courts.
- E. When playing on a reserve court, the reserve court players shall hang the "Reserved" sign available for each reserve court.

Challenge Court Rotation of Play Guidelines

- A. Paddles must be queued up for play on a challenge court.
- B. While the challenge court is intended for intermediate to advanced play, ANY player may elect to play on the challenge courts, and no other player may discourage or restrict them from doing so.
- C. Players electing to play on a challenge court should understand that all players on this court are expecting a challenging game and will not be expected to go easy on anyone.
- D. Teams stay together on this court.
- E. When a game ends, the winning team stays on and stays together after a win, and a new team comes in to challenge them. The loser of the challenge comes off the court.
- F. Players are encouraged not to play exclusively on the challenge courts. Advanced players (4.0 skill rating or higher) should consider themselves ambassadors of the sport, and as such, are encouraged to play some games on the open play courts and use those games to mix with other players.
- G. When the challenge court is not being used "as a challenge court," that court (court 5) shall be used for open court rotation of play similar to courts 1, 2, 3 and 4.

Open Court Rotation of Play Guidelines

- A. Paddles must be queued up for open play.
- B. 2 queues will be provided for the 7 open play courts, one for courts 1-5 and one for courts 7 and 8.
- C. Standard play rotation will be 4 out, 4 in. Under 4 out, 4 in, when a game ends, all 4 players come off the court, unless the number of players waiting is 3, 2, or 1, then the number waiting will come in and the same number (3, 2 or 1) will leave.
- D. Rotation into the next game occurs when the next open play court becomes available.

**PICKLEBALLCOURT AGREEMENT
WITH TRAVERSE AREA PICKLEBALL ASSOCIATION**

THIS AGREEMENT ("Agreement") is made and entered into as of this __th day of June, 2023 ("Effective Date"), by and between the CHARTER TOWNSHIP OF GARFIELD, a Michigan municipal corporation and charter township ("Township"), and TRAVERSE AREA PICKLEBALL ASSOCIATION, a non-profit organization ("Association"), whose address is 3490 3 Mile Rd, Traverse City, Michigan 49686, and is made with reference to the following:

RECITALS

- A. Township is a municipal corporation duly organized and validly existing under the laws of the State of Michigan with the power to carry on its business as it is now being conducted under the statutes of the State of Michigan and the Charter of Township.
- B. At its June 5, 2023 meeting, the Charter Township of Garfield Parks and Recreation Commission unanimously passed a motion recommending to the Charter Township of Garfield Board of Trustees that a revised policy be applied to the pickleball courts at the Boardman Valley Nature Preserve as described herein and incorporated herein by reference as Exhibit A be approved and administered with the Traverse Area Pickleball Association.
- C. At its June 13, 2023 meeting, the Charter Township of Garfield Board of Trustees unanimously passed a motion approving the revised policy as described herein and incorporated herein by reference as Exhibit A be approved and administered with the Traverse Area Pickleball Association.
- D. The Charter Township of Garfield desires to engage the Traverse Area Pickleball Association to coordinate use of the pickleball courts at the Boardman Valley Nature Preserve on behalf of the Township and shall remain in place until either party wishes to terminate.

NOW, THEREFORE, it is mutually agreed by and between the undersigned parties as follows:

1. TERM

The term of this Agreement shall commence on the June 14, 2023, and shall remain in place until either party wishes to terminate.

2. SERVICES TO BE PERFORMED

The Association shall coordinate use of the pickleball courts at the Boardman Valley Nature Preserve as described in the policy attached hereto as Exhibit A and incorporated herein by reference and provide an online reservation software program with link provided on the Township website for the reserved use of the pickleball courts in accordance with the policy.

3. ADMINISTRATION

This Agreement will be administered by the Township Planning Department. Township's Planning Director or designee shall have the authority to act for Township under this Agreement.

4. COOPERATION

The Association agrees to work closely and cooperate fully with the Township and any other agencies that may have jurisdiction or interest in the pickleball courts. Any special events or activities considered by the Association must receive approval from the Township.

5. NOTICES

All notices, demands, requests or approvals from the Association to the Township shall be addressed to the Township Planning Department.

6. TERMINATION

Township shall have the right, at its sole and absolute discretion and without cause, of terminating this Agreement at any time by giving no less than seven (7) calendar days' prior written notice to the Association. On the effective date of termination, the Association shall deliver to Township all documents and other information developed or accumulated in the performance of this Agreement, whether in draft or final form.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates written below.
CHARTER TOWNSHIP OF GARFIELD, a Michigan municipal corporation.

Date: _____

By: _____
Chuck Korn, Township Supervisor

TRAVERSE AREA PICKLEBALL ASSOCIATION, a non-profit organization

Date: _____

By: _____
Gary Ford, President

Attachments: Exhibit A – Pickleball Court Policy for Boardman Valley Nature Preserve 2023.