

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

Monday, October 3, 2022 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 – September 12, 2022**

**4. Correspondence**

**5. Reports**

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

**6. Old Business**

- a. PD 2022-93 – 2023-2027 Parks and Recreation Master Plan – Discussion

**7. New Business**

**8. Public Comment**

**9. Items for Next Agenda – December 5, 2022**

- a. 2023-2027 Parks and Recreation Master Plan – Presentation of Final Draft and Commence 30-Day Public Comment and Review Period
- b. 2023 Parks and Recreation Commission Meeting Schedule

**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  
MEETING MINUTES  
September 12, 2022**

**Roll Call of Commission Members:**

Present: Denise Schmuckal, Fern Spence, Chris DeGood, Chris Remy, Art Bukowski

Absent and Excused: Andy Hoort, Lynn Fricke

Staff Present: Planning Director John Sych, Deputy Planning Director Steve Hannon, Parks Steward Derek Morton, Park Steward Sean Kehoe

Others Present: Tonya Lewandowski, Environmental Consulting & Technology (ECT)

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

**Pledge of Allegiance:** Recited by all in attendance.

**1. Public Comment (6:01)**

None

**2. Review and Approval of the Agenda – Conflicts of Interest (6:01)**

*Schmuckal moved and Spence seconded to approve the amended agenda to add item 9.a. Five-Year Parks and Recreation Master Plan – Update for 2023-2027.*

*Yeas: Schmuckal, Spence, Bukowski, Remy, DeGood*

*Nays: None*

**3. Review and Approval of Meeting Minutes – August 1, 2022 (6:02)**

*Spence moved and Schmuckal seconded to approve the meeting minutes of August 1, 2022.*

*Yeas: Spence, Schmuckal, Bukowski, Remy, DeGood*

*Nays: None*

**4. Correspondence (6:03)**

None

**5. Reports**

**a. Commissioner Reports (6:03)**

Schmuckal indicated that the Township Board has begun discussions on the 2023 Township budget.

**b. Staff Report/Updates****i. Parks Steward Report (6:04)**

Morton and Kehoe provided an update on the following:

\* *Silver Lake Recreation Area* – Recent activities: irrigation repairs, tennis courts resurfacing, and aeration of the multi-purpose field.

\* *Commons Natural Area* – Mostly maintenance, graffiti removal, new trail maps with point numbers will be posted soon.

\* *River East Recreation Area* – Bids have been awarded for the Phase 2 projects, and the pavilion roof was recently sealed.

\* *Boardman Valley Nature Preserve* – Mostly maintenance; new posters installed in the kiosks with pictures from drone flyover.

\* *Miller Creek Nature Reserve* – Removed downed trees, covered graffiti, and replaced several boards along boardwalk.

\* *Kids Creek Park* – Potentially acquiring plantings by this fall.

\* *Buffalo Ridge Trail* – Installed a picnic table along the trail.

\* *Additional* – New kiosk posters for all parks.

**6. Old Business****a. PD 2022-89 – Grand Traverse Commons Natural Area Design Plan – Update (6:15)**

Hannon gave an overview of the August 10 open house at Kirkbride Hall. There was a lot of general support for the direction of the project, and the open house was covered by the local media. Lewandowski from ECT presented an overview of the design concept including the proposed trail system, trail types, trailhead designs, hub designs, amenities, projected timelines for completion, and cost estimates.

Commissioners provided comments throughout the presentation on each of the design concept elements. Comments on the proposed trail system included connecting the mountain bike trails into a loop, reducing some of the redundant trails to avoid overcrowding the site, and keeping the Cedar Cathedral trail connection. Commissioners also provided feedback on the proposed trail types. They supported having a portion of the trails on the flatter part of the site designed for high accessibility but also commented on accessibility challenges and steeper grades elsewhere on the site.

*At 7:40 pm, Schmuckal asked to pause this item and to discuss item 6.b. This discussion is summarized under item 6.b. below. Schmuckal left the meeting at 7:45 pm.*

Commissioners also asked about how parking capacity at each trailhead was determined and recommended reviewing these to ensure that the proposed capacity is appropriate for each trailhead. They also considered whether the proposed total length of trails was appropriate or too intense for this site. Lewandowski indicated there are about 10 miles of existing trails and 10.5 miles of proposed trails. The proposed trails would be constructed more sustainably and following contours.

Lewandowski also provided an overview of initial cost estimates. Staff and Commissioners discussed potential timelines and determined 2023 would most likely involve smaller projects for engineering and design for the Commons, with larger projects starting in 2024.

**b. PD 2022-90 – 2023 Priority Parks Projects Discussion – (7:40)**

Commissioners discussed the proposed list of 2023 priority parks projects. Staff stated that the Township Engineer provided updated cost estimates for River East Phase #3 projects. Morton and Kehoe also recommended an equipment purchase. The amount for the Commons Design Plan was proposed to be kept at \$100,000 and Staff indicated any implementation of the Design Plan will need to involve funds from multiple sources.

*Schmuckal moved and Bukowski seconded TO RECOMMEND to the Township Board the list of priority Parks and Recreation projects for 2023.*

*Yeas: Schmuckal, Bukowski, Remy, Spence, DeGood*

*Nays: None*

**7. New Business (8:24)**

None

**8. Public Comment (8:24)**

None

**9. Items for Next Agenda – October 3, 2022 (8:24)**

Hannon discussed the Township's Five-Year Parks and Recreation Plan and stated that the DNR confirmed the Plan expires on December 31, 2022. To be eligible to apply for grants, an updated Plan must be submitted to the state by February 1, 2023. Staff provided comments on the current Plan and what data would need to be updated, as well as a projected timeline for updating the Plan. This item will be discussed in more detail at the next meeting, along with further updates on the Commons Natural Area Design Plan and how it can be included as part of the Five-Year Parks and Recreation Plan update.

**10. Adjournment**

*DeGood adjourned the meeting at 8:30 pm.*

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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**

Aeration completed. Waiting on overseeding for prices to come down.

Cleared Overgrowths at Dog Park Entrances.

Repaired more irrigation heads.

Mowing & pruning on trails.

#### **Commons**

Another Open House scheduled.

Covered up more graffiti.

Repaired Greenspire Trail erosion.

Obtained photos of four individuals spray painting bridge.

Cleared 4 downed trees on trail.

## **River East**

Ceiling on Pavilion completed.

Mowing and trimming a walking loop on the high ground.

Looking to install new temporary foot bridges to replace old.

Bid awarded for Phase II construction (dog park, etc.)

## **Boardman Valley**

Portable toilets are going to be removed by Oct. 1.

Pruning & mowing completed.

Contractor still waiting to replace parking bumpers.

Removed two down trees.

## **Miller Creek**

Mowed and trimmed trailheads.

Removed three encampments.

Replaced some boards on boardwalk.

Retrieved a tire from pond.

Investigated the drum in the pond. Believe it's not operating anything.

Cleaned up wind-blown trash.

## **Kid's Creek**

Walked area with Releaf Michigan for tree planting through DTE.

Met with Ecoseeds, Jennifer Flynn, trying to schedule planting This Fall or next Spring. May have grant money to use.

## **Buffalo Ridge Trail**

Working on plan for invasive species control (purple loosestrife & Autumn Olives).

Ideas for shade and sitting areas.

## **Additional**

Working on budget for 2023.

Submitted September 27, 2022

Derek Morton

Sean Kehoe

 <b>Charter Township of Garfield</b> <b>Planning Department Report No. 2022-93</b>		
Prepared:	September 28, 2022	Pages: 3
Meeting:	October 3, 2022 Parks and Recreation Commission	Attachments: <input checked="" type="checkbox"/>
Subject:	2023-2027 Parks and Recreation Master Plan – Discussion	

**BACKGROUND:**

Garfield Township has adopted the Parks and Recreation Master Plan to guide future improvements and investments in parks and recreation, and to make the Township eligible to apply for certain grant funding programs to help finance parks improvement projects. The Township adopted the most recent Parks and Recreation Master Plan on January 22, 2018 and adopted an amendment to this plan on May 14, 2019.

The Michigan Department of Natural Resources (DNR) retains the Parks and Recreation Master Plan on file which makes the Township eligible for several DNR grant programs including the Michigan Natural Resources Trust Fund (MNRTF). Garfield Township has received six total grants from the MNRTF since 2002 and has received over \$2.6 million in grant funding from this program.

The current Township Parks and Recreation Master Plan expires with the DNR on December 31, 2022. To be eligible for the DNR grant programs starting in 2023, a new plan would need to be submitted to the DNR by February 1, 2023. The updated plan should cover potential projects over the next five years in the parks including capital improvements, trails, potential property acquisitions, and other items.

**OVERVIEW:**

Staff has compiled some initial information for discussion regarding potential parks and trails projects in the Township over the next five years:

***Boardman Valley Nature Preserve***

The Township received an MNRTF grant in 2015 for several improvements including pickleball courts, a canoe/kayak launch, and pavilion, with these improvements completed in 2019-2020. A crushed gravel trail was constructed in 2020 connecting the parking lot and the rest of the trails, and an added parking area was constructed in 2021. Potential items for consideration in the updated Plan include:

- Trail improvements – gap between crushed gravel trail and boardwalk along Peace Trail
- Potential improvements to “Verizon” parcel
- Clean up or upgrades to beach volleyball court area
- Replace timbers at viewing platforms

***Grand Traverse Commons Natural Area***

In 2022, the Township has been conducting the Commons Natural Area Design Plan with assistance from Environmental Consulting & Technology, Inc. (ECT) to develop designs for a trail system, trailheads, and amenities for the site. The Design Plan process is scheduled to be finished in fall 2022 and the final plan will be included as part of the 2023-2027 Parks and Recreation Master Plan, including potential projects in the Commons Natural Area over the next five years.

### ***Kids Creek Park***

The site was home to an old mill that had fallen into disrepair. The mill was demolished in 2020 and the site was subsequently restored, however the original mill wheel was saved from demolition and donated to Buckley Old Engine Show for restoration after negotiations with the Franke family, the original owners of the mill and property. Potential items for consideration in the updated Plan include:

- Bridge / bench replacement over the creek near the Kohl's entrance
- Invasive species removal (purple loosestrife, Autumn olive)
- Construction of a pavilion at intersection of park with Buffalo Ridge Trail
- Dredge Oleson's pond

### ***Miller Creek Nature Reserve***

This park contains mostly hiking trails, and thus there were no major projects in this park since the prior Parks and Recreation Master Plan was adopted in 2018. Potential items for consideration in the updated Plan include:

- Trail connection between Miller Creek Nature Reserve and Boardman Valley Nature Preserve
  - Garfield Township has an access easement on part of the Four Seasons Storage property which would form part of this trail connection along Dairy Square
- Trail connection between Miller Creek Nature Reserve and the future apartment buildings behind Baymont Inn on US 31
- Potential trailhead on Cass Road at current Cass Road Drainage District property (would need to acquire property) and trail connection / boardwalk to the existing trail system
- Replacement and repair of existing boardwalk toward Sabin Data Center

### ***River East Recreation Area***

The Township has begun establishing this park over the past several years including the installation of a gravel parking lot, pavilion, water, and electric service. Improvements currently underway or planned in the next year include a dog park, walking trails, and bathrooms. Potential items for consideration in the updated Plan include:

- Upgraded nature trails and access to the Boardman River (viewing platforms)
- Upgraded siding on the Templeton barn

### ***Silver Lake Recreation Area***

In 2020, Silver Lake Recreation Area saw several improvements including a parking lot expansion near Metro Fire Station #12, sidewalk extension, and trail reconfiguration and extension. Also in 2020, a well house structure was built around the existing well. Potential items for consideration in the updated Plan include:

- Pickleball courts (previous Parks and Recreation Master Plan indicated these taking the place of one of the basketball courts; further discussion has indicated the basketball courts should remain)
- Additional large dog park area
- Heating or insulation improvements to bathroom

### ***Trails***

The Boardman Lake Loop Trail was completed in 2022. The Township Board contributed \$800,000 for a long-term maintenance endowment fund for this trail. The Boardman Lake Loop Trail offers the potential for greater connectivity to the regional trail system for more people.

One goal of the current Parks and Recreation Master Plan is to improve non-motorized connectivity in the Township including between different parks. In 2022, the Township also worked with a group of urban planning students from Michigan State University on a non-motorized opportunities analysis. Additional non-motorized connectivity should continue to be a goal, and the prioritization method developed by the student team can be used to evaluate potential future trail connections. Potential items for consideration in the updated Plan regarding future trails include the following (additional details attached to this report):

- Miller Creek Nature Reserve – Boardman Valley Nature Preserve
- TC West Middle School – TC West Senior High (Wyatt Road – Westchester Commons)
- Miller Creek Nature Reserve – Mall Trail
- Miller Creek Nature Reserve – Boardman Lake Loop Trail
- Kids Creek Park – Silver Lake Recreation Area (Buffalo Ridge Trail Phase 3)
- Mall Trail – Silver Lake Recreation Area
- Grand Traverse Commons Natural Area – Hickory Hills/Meadows/Forest
- LaFranier Road/Barlow Road – Boardman Lake Loop Trail

### ***Green Infrastructure***

The current Parks and Recreation Master Plan includes a Green Infrastructure Plan and identifies potential parcels for future acquisition or for conservation easements. Over the past few years, the Township has been focused on improvements to its existing parkland rather than acquiring additional parcels, however there may be certain instances where acquiring additional parcels would be beneficial. Staff recommends establishing criteria to help determine priorities for acquiring parcels or receiving parcels as donations.

### **ACTION REQUESTED:**

This item is for discussion to guide the development of the 2023-2027 Parks and Recreation Master Plan. No action is requested at this time.

### **Attachments:**

1. Potential Trail Projects for 2023-2027 Parks and Recreation Master Plan Action Program

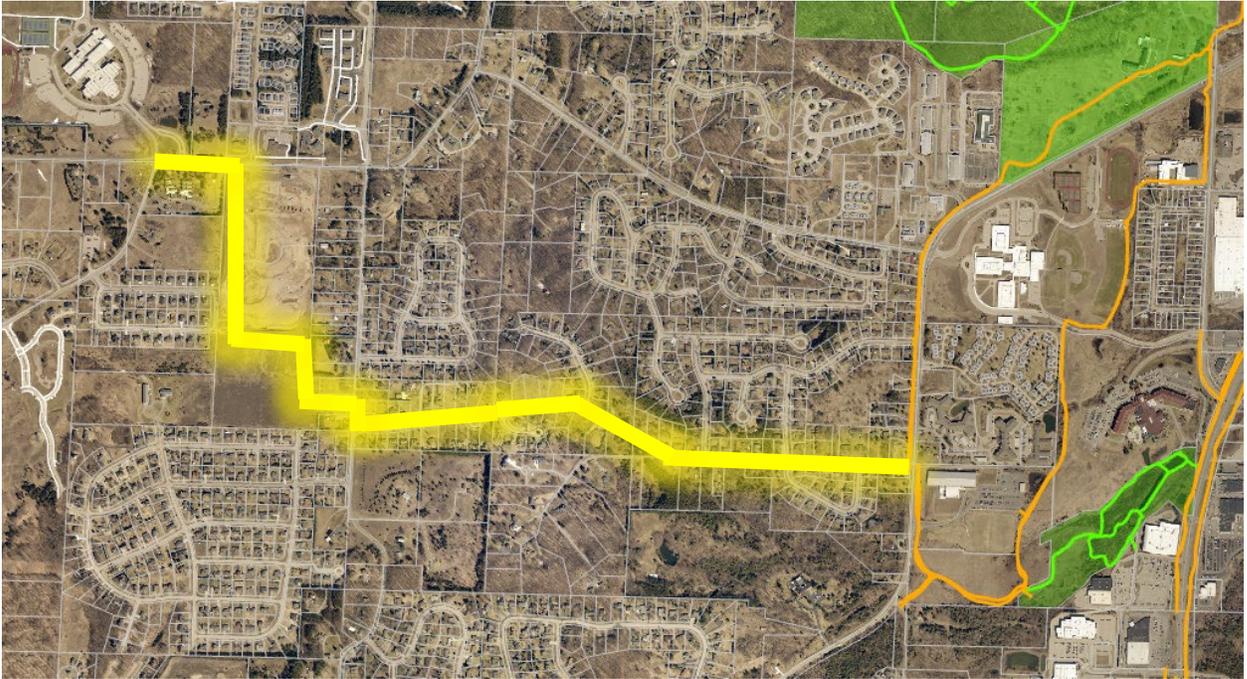
## Potential Trail Projects – 2023-2027 PR Master Plan Action Program

### 1. Miller Creek Nature Reserve – Boardman Valley Nature Preserve



Approximate length:	0.4 miles
Trail location:	Four Seasons Storage LLC (Ramoie property), Dairy Square Access easement on Ramoie property acquired in 2011 TCAPS, Sabin Data Center
Challenges:	Cass Road crossing (high speed, near major intersection)
Stakeholders:	Private property owners, TCAPS, Road Commission

## 2. TC West Middle School – TC West Senior High (Wyatt Road – Westchester Commons)



Approximate length: 1.8 – 2.0 miles (including bike path and on-road bike route)

Trail location: TCAPS, Traverse City West Senior High  
Meadow Valley PUD (trail under construction)  
Westchester Hills Condominium (Westchester Commons)  
Woodland Hills Condominium (Wyatt Road)  
Hearthside Acres Subdivision (Wyatt Road)  
Summerhill Subdivision (Wyatt Road)  
Other private property owners

Challenges: Zimmerman Road crossing (high speed)

Stakeholders: Private property owners, TCAPS, Road Commission

### 3. Miller Creek Nature Reserve – Mall Trail



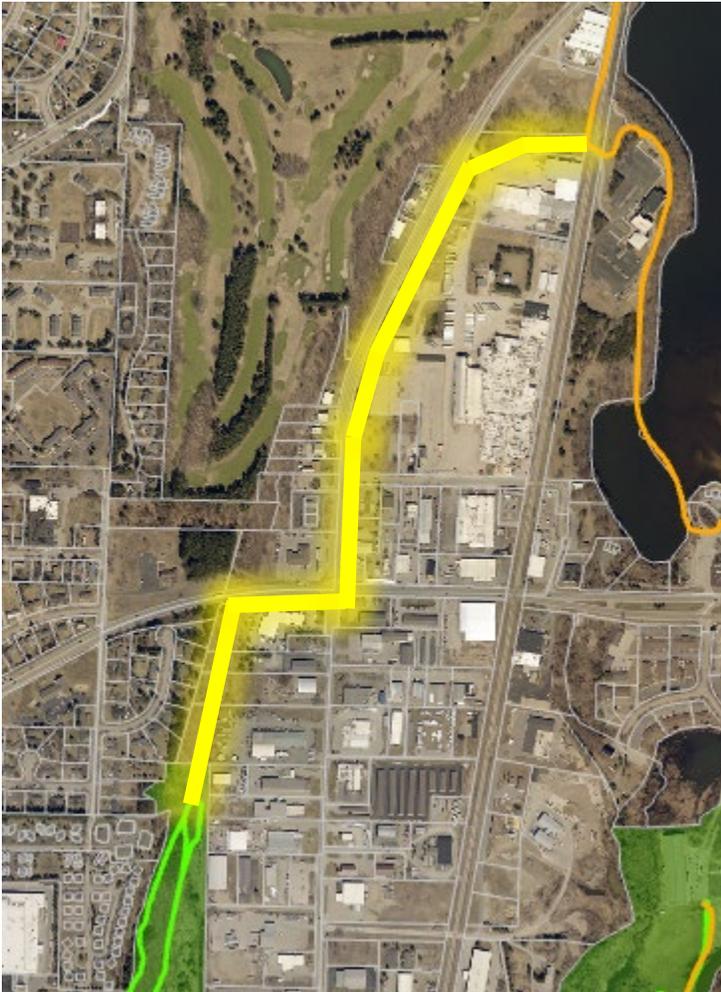
Approximate length: 0.5 – 0.6 miles

Trail location: South side of S. Airport Road (multiple private businesses)  
Grand Traverse Commerce Centre Condominium  
Miller Creek Nature Reserve  
Traverse Square PUD (behind Aldi, Planet Fitness)

Challenges: Right-of-way, grade issues

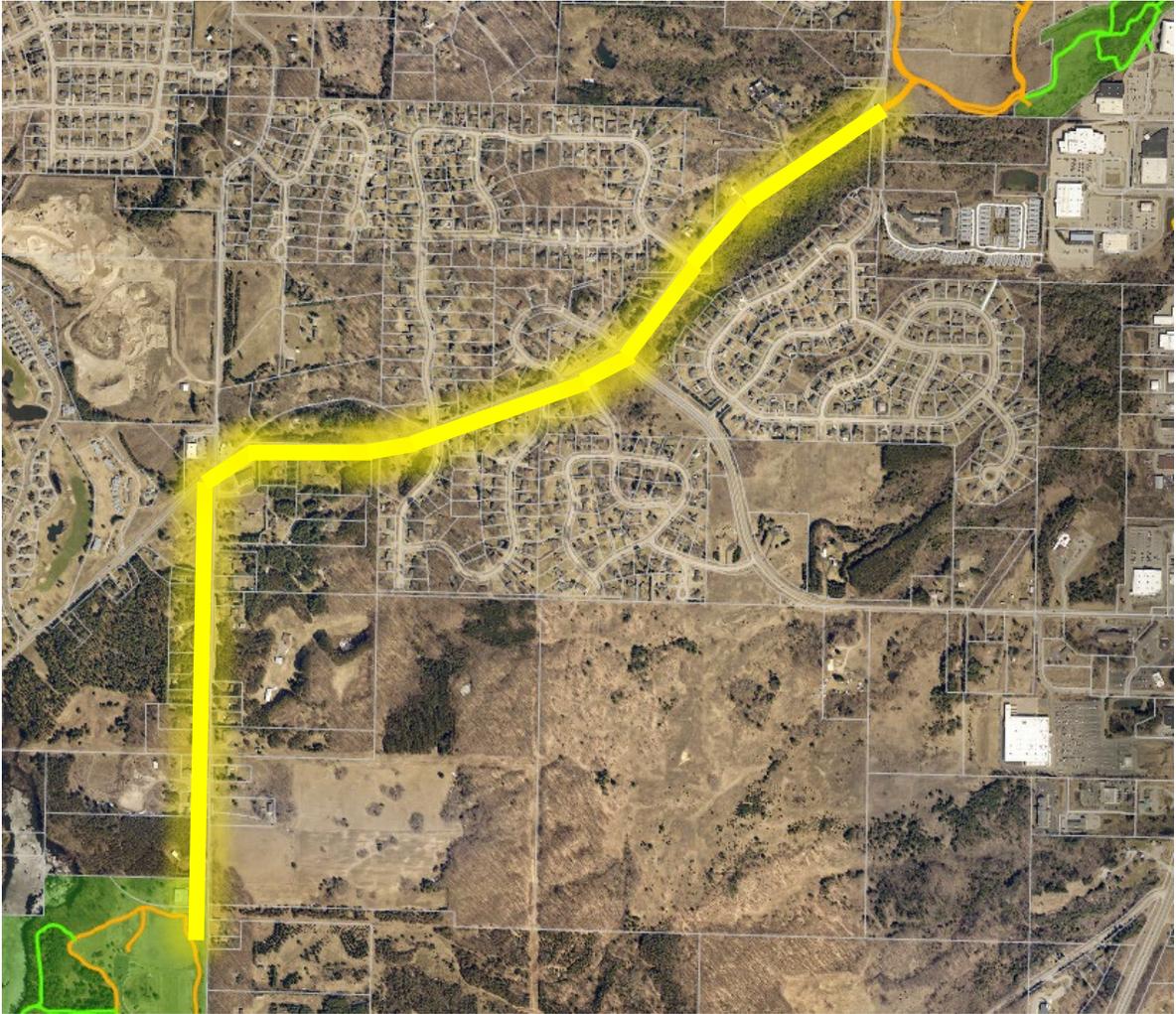
Stakeholders: Private property owners, Road Commission

#### 4. Miller Creek Nature Reserve – Boardman Lake Loop Trail



Approximate length:	1.0 miles
Trail location:	Behind industrial businesses on west side of Cass Road BATA headquarters (South Airport Road) Other private property owners (Cass Road) NMC University Center (Cass Road entrance) Boardman Lake Loop Trail (TART)
Challenges:	Major intersection crossing (Cass / South Airport Road) Acquiring easements Potential grade issues
Stakeholders:	Private property owners, Road Commission, TART

5. Kids Creek Park – Silver Lake Recreation Area (Buffalo Ridge Trail Phase 3)



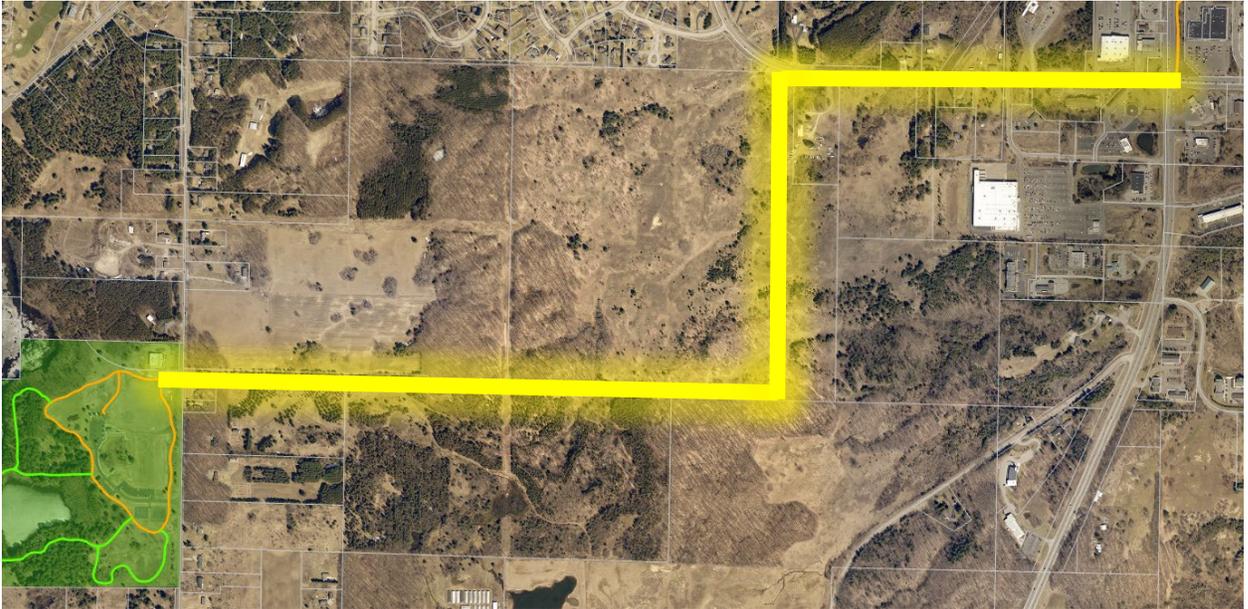
Approximate length: 1.9 miles

Trail location: Along Silver Lake Road and East Silver Lake Road

Challenges: Grade, right-of-way, and wetland issues  
Acquiring easements

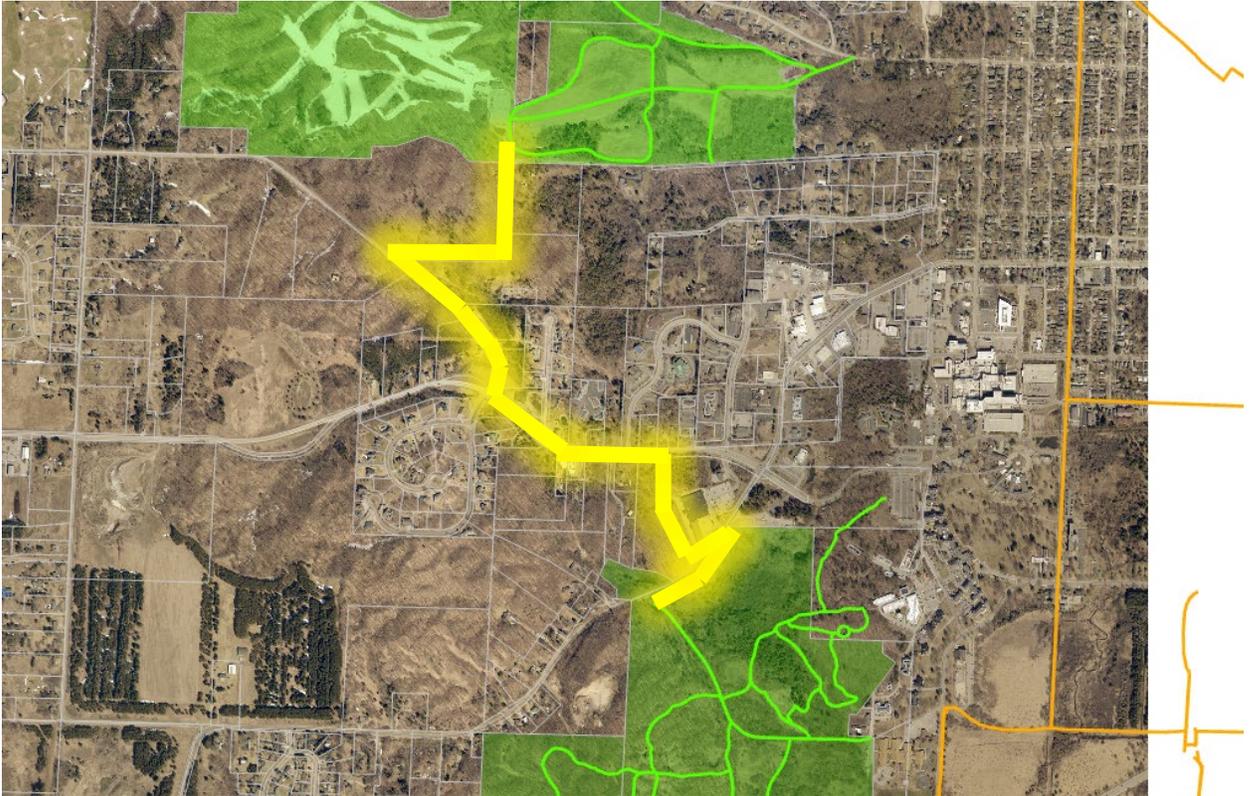
Stakeholders: Private property owners, Road Commission, TART

## 6. Mall Trail – Silver Lake Recreation Area



Approximate length:	2.0 miles
Trail location:	Along South Airport Road west of US 31 Through future development parcel (Eyde property)
Challenges:	No current development proposal
Stakeholders:	Future developers, Road Commission

## 7. Grand Traverse Commons Natural Area – Hickory Hills/Meadows/Forest



Approximate length:	1.6 miles
Trail location:	Commons Natural Area (Long Lake Road entrance) Oleson PUD (TART is constructing a singletrack here) Along Cedar Run Road Other private property owners
Challenges:	Long Lake Road crossing (high speed, low visibility) Cedar Run Road crossing (high speed) Acquiring easements Potential grade issues
Stakeholders:	Private property owners, Road Commission, TART

## 8. LaFranier Road/Barlow Road – Boardman Lake Loop Trail



Approximate length:	0.3 miles (South Airport Road) 0.75 miles (LaFranier Road to GT County Health Dept.) 0.75 miles (Barlow Road, S. Airport to Boon)
Trail location:	Along South Airport Road, LaFranier Road, and Barlow Road
Challenges:	Major intersection crossing (Barlow/LaFranier / S. Airport Rd.) Acquiring easements Curb cuts / existing developments
Stakeholders:	Private property owners, Road Commission, TART