

## 12/18/15 Park and Trails Meeting Minutes

Committee:  X  DeMarsh       X  Feringa       X  Heffner  
 X  Henkel       X  Jenema       X  LaPointe  
 X  Timmins       X  Wentzloff

Advisory:  X  Clark       X  Heinert       X  McDonough  
 X  Winter

Amy discussed how the Parks and Trails committee came to be merged at the Board meeting on 12/07/15. The committee will have a more formalized structure to provide more organization as the township moves quickly towards their goals.

Shawn pointed out that advisors won't vote.

Amy wanted to move Tom Henkel off the committee list and list him under advisors. Everyone was in agreement.

A. **PUBLIC COMMENT:** None

B. Approval of Agenda- Wentzloff motions to approve the agenda.  
 LaPointe seconds. Motion approved

C. **INQUIRY AS TO CONFLICTS OF Interest:**

D. **APPROVAL DRAFT MINUTES of:**  
**a. Parks and Trail Meeting Minutes 11/20/15**

Timmins makes a motion to approve the draft minutes from 11/20/15  
 Wentzloff seconds. Motion approved

### E. REPORTS

1. At the December board meeting money was set aside to help the park plans move forward.
  - \$6000 – to have Gosling and Czubak put together a preliminary plan that the township can then use to apply for other grants.
  - Up to \$4000 to hire a grant writer
  - \$62,000 for Phase 1 to occur in summer on 2016 – This project will be decided after Klaus finishes the plan for the whole park, a stand-alone project can then be pulled out of the overall plan for the upcoming summer.
  - \$75,000 has been set aside by the township towards future grant matches that will make up phase 2 which will be the rest of Klaus's plan.
  - GTRLC has a board meeting February 25<sup>th</sup>. Matt McDonough will be asking them to support Acme with a \$125,000(the campaign will also cover staffing cost for GTRLC, so actual dollars will be higher) fund raising campaign to further our grant match. Bringing the township up to a higher percentage match. Phase 2 will total \$500,000.
  - LaPointe clarified that phase 1 would = \$62k phase 2 would total \$500k. Klaus talked about phase one being functional and independent of needing phase 2, in case the township doesn't get

any further funds.

- Klaus requested a design meeting in January.
- Committee wants a simpler plan than the original Becket & Raeder plan. Plan must leave room for additional phases including the south end of Bayside park.
- Heffner commented that the trail should be included in phase 1 as it will be like the spine of the park.
- Committee discussed ideas of how to handle parking for the regional trail head.
- Klaus will have a draft grant scenario ready in February.
- Final plan and resolution will go to the board for the March board meeting.
- Wentzloff clarified that the \$62k from phase 1 would not be used towards any grant matches.
- Henkel talked about the irrigation quotes he has gathered. The group decided this information was too soon in the process.

## **2. Tart**

- Julie introduced Chris Kushman the new Trail Planning and Development Director.
- Julie delivered the draft Concept Plan and Development Guide for the Traverse City to Charlevoix Trail. The website is also up and ready to go.
- TART received funding towards the development of the TC to Charlevoix trail, because the trail goes through Acme, some of those funds could be available to Acme.
- Talked about the funding secured from Meijer to help with engineering cost to help connect the trail from Bunkerhill Rd. to the town center property via the 3 different identified routes.

## **3. Grand Traverse Regional Land Conservancy**

- Matt went over the process the Conservancy follows in choosing to support a project. Matt said the Management team is excited about the project and will be going to GTRLC board for a vote February 25<sup>th</sup>.
- Emphasized importance of communication, coordination and leadership of the fundraising effort.
- Matt discussed need for the development of a Memorandum of Understanding.
- Project budget and need for the conservancy to fund raise above Acme's need to pay for its costs associated with this effort.

## **4. Committee Member Actions**

- Timmins reported on meeting with Jim Moore from the disabilities network, see attached.
- Winter/LaPoint talked about autumn olive progress.
- 1. Eagle project done- buckhorn baggies.
- 2. 3 brush piles being combined and burned by Tom as soon as there is snow on the ground and he can get a permit.
- 3. Met with Land Conservancy to fine tune a work plan involving Americorp volunteers who are mapping the slopes and lower shelf's will be hand removing autumn olive, township will pay for supplies. May need another volunteer day.
- 4. Rough grouse society going into the upper shelf between June and Aug. to tackle the worst of the problem with a machine. Will let grasses take over and replant pine trees. Yearly maintenance will involve a bush mower to keep things managed.

## **F. NEW BUSINESS**

1. Discussed the Memorandum of Understanding with Conservancy and TART
  - decided we would have 2 MOU'S. One with TART and the Township for the 3 trail connections and one with the Conservancy, TART and the township from Bunkerhill through N. Bayside park.
  - The three organizations will work on their end of the MOU's and come back together. Will have a draft for the board to review at for the January 5<sup>th</sup>. board meeting.
  - Conservancy is moving away from MOU's to Project Agreements. We will be looking at using a project agreement instead of MOU's because Project Agreements are more legally binding.

## 2. Functional Use Diagram

- Klaus clarified that he is working as part of the Gosling and Czubak team and will be working with at least 2 other people in his office to make this happen.
- Clarified the time line of deliverables. Klaus asked for a meeting in January with the committee to discuss design development.
- February is when the committee will see the deliverables.
- The plan will be a preliminary plan, not a detailed designed development drawing.
- The township will be able to tweak the plan when it goes to a designed development drawing at this time we are working on the big picture.
- Questions Klaus asked the committee to think about: How do people use the park?  
Functionality -How do people use sub-spaces in the park? How do they arrive at the park?  
How do they safely access parking. How do people circulate within the park?
- Klaus identified three “point getters” for the MDNR grant, and Acme can meet all of these:
  - 1) match over 25%
  - 2) trail connectivity and trail head.
  - 3) Universal accessibility. Natural resource access is another bonus.
- Committee discussed how to balance parking with alternative accessibility by other modes of transportation.
- Short discussion on the feasibility of purchasing other property around park areas that could be used for parking to save maximum of park property for recreation.
- Klaus went over the initial larger overall concerns that have to be looked at: Grading, stormwater management for migrating water; introduction of walk ways to move people around the park; adding areas for people to enjoy the park-- shade areas, pavilion etc.
- Committee discussed buffers to help block the high density areas that surround the park to help block noise and give park-goers a more enjoyable experience.
- Committee discussed putting storm water controls back behind the shell station, as well as what a 2<sup>nd</sup> entrance to park off Shore rd. might look like.
- Committee discussed how N. Bayside is on the water trail map. The township doesn't plan to have a designated launch at North Bayside park, just beach access and amenities. The plan for the future is for South Bayside park to have a Kayak launch.
- Committee members discussed the flow of people through the park and how they would move from one space to the next. The idea of creating a trail system to walk/bike within the park and connect with the greater regional trail system was supported as well as using winding trails as a natural traffic calming technique within the parks.
- Klaus encouraged the team to look at how the spaces flowed together, and how to give them functional supports such as bathrooms, water, seating etc.
- Conversation took place about making the park more sensitive to the people who use it and not the cars driving by. Leave smaller view scape for cars to see while providing a buffer for the park users.

- Committee members agreed that a play ground area is wanted. Members would like it to be in an area visible from the beach and open space area and not tucked away. Talked about putting volley ball court where the old play ground is now, if there is room and demand for it. People agreed that a volley ball court would be nice but don't want to give up to much of the grass area.
- Committee talked about having a second drop off at the other end of the park with possibly a few handicap parking spots. Many on the committee like this idea.
- Committee talked about and agreed with keeping a large green area open to be used as individual park users decide. Other ideas that were supported including: having a barrier that separates the park from the road, with cut outs for the view as you go by; being able to see water but having plantings to buffer sound and give park users more privacy.

The small building on the south end of the property is used for park maintenance equipment.

Committee members agreed we would like to keep access to the shed.

- Committee discussed and supported using deeper rooting grasses, native plants and having moisture sensors to cut down on water usage.
- Klaus brought to the committee's attention the need to redo the area in front of the existing restrooms and how it is an opportunity to blend the old resources with the new.
- Acme has a current grooming permit for 1/3 of the beach at N. Bayside park.
- Klaus clarified the importance of developing a whole park plan first before identifying the components that make up phase 1.
- Committee supported having an internal walking loop that is easily measurable for exercise purposes.
- Committee discussed the possibility of having boats parking up close to the beach as the area becomes more popular. Talked about ways to limit the boat parking in the future.
- Committee members talked about having amenities for multi-generations. DeMarsh shared his knowledge of the 70+ crowd and how they have limited demands of a park. They would like to have places to sit, areas to watch others doing activities, view scape and shaded seating areas. They average about 45 minutes a visit. Wentzloff talked about attracting younger people into our community with the amenities they desire and providing amenities for families with kids.

Jenema asked if there was anyone who was at the meeting that didn't want to be on the committee, as the board would be looking at the structure of this committee in January.

Winter started discussion on Design Standards. Asked for Steve and Klaus's help to come up with standards.

Steve will come back with Architectural standards and Klaus will come back with the site and landscaping standards. The committee can then look at it all and decide what will work best. The standards would be something Acme could implement community wide.

Committee discussed the three large willows, keeping the one on the far south end if it is healthy enough, while cutting the 2 others that are hazards and keep losing limbs. Klaus suggest that the township plans for the trees that are wanted so they can be made features of the park.

Committee discussed needing to look at combining park parcels due to different rules on each parcel and how grant funds can be applied. More research is needed. Shawn is looking into it.

**H. Public comment-** none

Motion to Adjourn Jenema, Second by Feringa

Adjourn.

12/15/2015

Feed back on ADA compliance

Met with Jim Moore from the Disabilities Network. The Disabilities Network is supportive and said they will write of letter of committment to help with fund raising for all things related to ADA compliance. Dayna Valpey is their fund raiser, I will be speaking with her after the holidays. Their campaign is called, Access for everyone.

- Two types of mobile mats discussed.

1) Brock Dock- Consist of a more solid snap together unit, like plastic decking. Stays in place better than the Mobi Mat and offers side platforms where benches can be placed. Due to it's solid materials requires more frequent sweeping off. Not easy to move for frequent beach grooming. Does not get placed directly up to or into the water. Needs to be removed and stored during winter months.

2) Mobi Mat- Consist of a flexible durable non-slip material that is easily rolled out and staked down to minimize the mats movement when in use or during weather events. It is made of a slightly porous material that requires some sweeping, but less than the Brock Dock. It is able to go directly into the water offering wheel chair or walker access directly to the waters edge. Easier to lift and move when using the beach groomer. Needs to be rolled up and stored for winter.

- Mobi Chair- is a wheel chair that has floats on it allowing users to enter the water in a wheel chair and than use the same chair to float. Suggested it be something that is checked out to insure the chairs return and care.
- For Visually impaired-
  1. Audible cross walks that count down for them.
  2. Maps on website that show accessibility and are adaptable to a screen reader.
  3. Marks on trail to show cross walks or other turn off points of interest.
- Extra thoughts
  1. Supports having handicap parking on both sides of North Bayside park.
  2. Would like to see small seating areas in nooks off the trail to provide rest frequently for those with limited mobility.