

**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
May 19th, 2017 8:30 a.m.**

ROLL CALL: 8:35

Committee:	Excused	Feringa	X	Heflin	X	Heffner	X	Jenema
	X	Smith	X	Timmins	Excused	Wentzloff		
Advisory:	X	Heinert	X	Kushman				
Staff:	X	Winter						

A. PUBLIC COMMENT:

B. APPROVAL OF AGENDA: Motion to Approve Timmins, 2nd. Heflin. Motion carries

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. CORRESPONDENCE:

E. ACTION:

1. **Approve Parks & Trails Minutes 02/17/2017** - need to clarify that the Nelson family felt something needed to be done at the boat launch not removed. Will remove from previous minutes. Jim Heffner wanted his intentions from the February meeting Clarified. He submitted a letter (see attached) Discussed his meaning on seconding the motion for the closing of the boat launch. Jim had a temporary and long term idea. Move the February minutes to the June meeting.
2. **Approve Parks & Trails Minutes 04/21/2017-** Motion to approve. Heffner 2nd. Heflin. Motion carries

F. OLD BUSINESS:

1. Bayside Park Design Elements

Bench and Litter Receptacle Designs and Pricing (attached)

Adopt-A-Bench Program (Kalamazoo program brochure attached)

Klaus- presented 2 main ideas for benches and trash/recycling receptacles. LandScape forms is the name of the company the examples are from. The company is out of Kalamazoo.

Option 1) Metal bench with a simple grass pattern on the back with clean lines, this style can be powder coated with an anti-rust agent. Estimated life span of this bench before it needs to be re-powder coated is 15-20 years. Recommended to cover them in winter.

Option 2) Metal framed bench with slatted bottom and back made from either Epay wood or a recycled wood. They also have about a 20-30 year lifespan, before maintenance or replacement.

Discussion of the 2 different types followed. Cost is estimated at about \$2000

Winter commented that 5 or 6 people are already calling to sign up to adopt, he wants to make sure we are moving forward in a timely matter as they are calling monthly.

Heffner reminded the committee about the adopted a swing for

Klaus will firm up the numbers and get back to Shawn. Jenema asked to have them figures before the June Board meeting, Klaus agreed.

Jenema clarified that the township wants the adopt a bench program ready to roll out in the fall once all the correct grant agreements are signed.

Winter asked about the prices of the benches being looked at in relation to the pricing written into the grant. Klaus said they were a little higher. Discussion followed about mixing up bench styles. And how to best repurpose the old benches.

Consensus on the benches:

- 1) Recycled product or Epay wood, the committee was worried about the heat metal would throw off in the summer.
- 2) The committee liked the light sage/taupe color, for the metal frame of the wood bench, in the picture Klaus shared.
- 3) Committee wants both trash and recycling receptacles.

Klaus will match the design the committee picks for the bench with the other accessory items such as; bike racks, light fixtures, drinking fountains and other details.

Winter is still looking at how to set a price point for the adopt a bench program. Discussion followed with Kushman and how TART runs their memorial bench program. Committee discussion followed to set a price for the adopt a bench program and a guaranteed plaque replacement time. Committee agreed to set a guaranteed 10 year minimum on the memorial plaque replacement within Acme's park if something happens to the bench, otherwise the cost is for the life of the bench. With a \$1000 adoption fee. Kushman let the committee know that Traverse City is starting a legacy tree program.

Klaus discussed the phasing plan for Bayside park, all of which is contingent on signed contracts with the trust fund. Grading, concentrating on the main grading plan and utility plan for the whole park that will drive any underground work and parking lots they hope to begin this year right after labor day. Sequencing is still unknown as to what will begin first. Klaus's goal is to have everything ready so the township can bid the project in July. Not sure about park access once construction starts but Klaus is hoping to provide some space for those who enjoy the park in the fall. Once both parking lots are started the park may have to be shut down. Would like to have the main oval lawn area and trail around it finished this fall .

Rebuilding the opening to the drive way. Working with MDOT to get permits for parking lot and trail areas. Discussed what is happening with the entrance off 31, best option is still being investigated.

Inspecting wells, and how water service will be used on site. There are 4 wells currently on site.

South end of North bayside park will begin next spring.(playground, second beach wall etc.) Working with TART to identify bike parking and kiosk placement. Winter wants a kiosk that has panels to replace panels when needed and not the whole kiosk.

Bidding is being done soon for so of the smaller dirt work, the funds are coming from township funds not the grant.

Committee needs to decide what to do with a shed and arbor that will be in the way of the trail system in the park.

Heffner asked about distance between US 31 and the trail. Kushman said that TART looked over the plans and recommended that the trail was placed out of the right of way Discussion followed. Discussed how they will deal with the new exit out of the park, working with the road commission

and tribe to work out the details for where the exit will actually be. Klaus double checked with MDOT concerning the other curb cuts further down from the current parking lot, they are in agreement that, those curb cuts are open to use in the future.

Klaus hopes to have the bigger bid package put together in the next month to be bid in July.

2. Deepwater Trail Segment Update- Kushman discussed bike parking on both ends of the park to intercept the cyclist before they are in the park and making the bathroom area wider for bike parking. Kushman feels it can be done through the design of the trail and may be minimal signage Discussed the segment of the trails going through the resort property. TART is feeling the need to talk to the condo association. Looking for other ways to engage the condo homeowners association. Want to form a collaborative partnership so that misinformation isn't spread and more money than necessary spent. Still hoping that the trail to deep water point will be constructed at the same time as Bayside park but it may line up to a later phase to make sure all stakeholders have input. Discussed the misinformation on a pamphlet found by park maintenance staff at the bunker hill boat launch.
3. Acme Connector Trail Winter talked with Dan Kelley and his planner, that part of the trail is on hold until Kelley can be sure that he can get water to the area he wants to develop. Discussed the getting the letter of commitment from the church and Samaritas. Winter is working with Jeff Jocks to draft the letters. Jenema discussed the TC to Charlevoix trail resolution that was discussed at the May board meeting. The original resolution of support stands. Jenema discussed the laws around public right of way and how property owners are not taxed on them.

G. NEW BUSINESS:

Note Gary Lamott, Acme's part-time parks maintenance employee has given his resignation to take effect June 15th.

1. 2017 Park Monitoring/Inventory Assignments Jenema discussed the importance of the park inventory sheets so that we have eyes in the parks.

Bayside Park North- Jenema

Saylar Park- Timmins

TART - Heffner

Yuba- Heflin

South and Mid- Bayside park- Smith

Deepwater Pt.- Wentzloff

H. PUBLIC COMMENT –

1. **Pat Salathiel- 5 mile rd. Acme**

Very happy with everything happening in the parks. Asked about irrigation (Jenema responded that it would be done in the fall, depending on funding). She also asked questions about a pavilion and the park area in front of the marina.

2. **Gordie Lapointe-**

Was disappointed to hear Lamott was leaving, discussed long term projects and the money it will cost. Recommended that the committee come up with a good budgeting system. Asked about the trail through Yuba park. Asked about Gilroy park.

ADJOURN:

Motion to adjourn Timmins, 2nd. Heffner.

Motion carries

ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
February 17th, 2017 8:30 am

Draft Minutes

ROLL CALL:

Committee:	X	Feringa	X	Heflin	X	Heffner		
	X	Jenema	X	Timmins	X	Wentzloff		
Advisory:	-	Heinert	X	Kushman				
Staff:	X	Winter						

- A. PUBLIC COMMENT:** Jenema discussed Robert's rules of order and why old business items would be kept on the agenda but may not be discussed at every meeting.
- B. APPROVAL OF AGENDA:**
Motion: To approve the agenda Wentzloff, 2nd. By Heflin. Motion carries
- C. INQUIRY AS TO CONFLICTS OF INTEREST:**
- D. CORRESPONDENCE:**
- E. ACTION:**
- 1. Approve Parks & Trails Minutes 01/20/2016**
Motion: To approve the minutes from 01/20/16 Wentzloff, 2nd. By Timmins. Motion carries
- F. OLD BUSINESS:**
- 1. Deepwater Trail Segment Update** - The donation money came in and Pam (TART's development Director) are putting the remaining pieces together for the match money. The deepwater point project will roll into the north bayside park project. Feringa and Kushman have a meeting 2/ 24/17 to start looking at maps through the tribal properties.
 - 2. Bayside Park Design Elements** - Klaus will be at the March meeting to discuss. No action today. Heffner asked about the dirt in bayside parking lot being moved. Jenema explained they were trying to have the cost of moving the dirt to the place it will be used, involves minor tree removal, covered under the grant.
 - 3. Adopt-A-Bench Program** - on hold until March. Will discuss addition of adding swings later in the planning process after placement of objects is determined. Wentzloff brought up the question of allowing objects in parks, that received the trust fund grants to allow memorial plaques on donated objects.
 - 4. Acme Connector Trail – 2% Grant** - The township was awarded \$15,000 from the GTB for the connector trail from Bunkerhill to M72. The amount awarded was half of the cost needed. TART is hoping to fill that gap privately, but may have to come back to the township if there is a gap in their fundraising efforts. Kushman spoke about Holiday Inn's support of the connector trail project but due to a bundling of properties on the corporation's end it makes it difficult to easily grant an easement. Trail access is the number one requests of their guests. Jenema - asked Aukerman to attend the Park and Trail meeting today because of overlap on the park and trails committee and the board, and also because she helped the committee to set up the committees focus and goals.
 - 5. Gilroy Park/Bunker Hill Boat Launch-** -There was confusion at the board level about the committee's intent concerning Gilroy park. Jenema thought the committee had given Zollinger the go ahead to move forward with looking into Gilroy park. The board needs an actual motion of support from the committee.

Jenema went over her memory of how the discussions went with the back and forth involving the south bayside park and the boat launch, previously recommended to be closed by the committee.

Winter gave more input.

Wentzloff asked about leaving the boat launch as is, with parking at Gilroy park and no parking at the actual launch to leave room for the trail to go through.

Jenema said yes until the trail goes in.

Aukerman explained the history of townships interest in Gilroy park.

Heffner had a meeting with Brian Terhune and walked the property from Gilroy to south bayside. Heffner brought up the discussion that instead of purchasing Gilroy park that we keep the boat launch at bayside open and move the parking, bathrooms and kayak launch down near the marina. Heffner said a minimal amount of money would be needed to bring the launch at Bunkerhill rd. up to better safety standards, estimated cost to be around \$2500, in his opinion. He gave a list of things he saw that needed repair; chunks broken off areas of the ramp, rebar showing through on ramp, damage to the storm drain, gravel repair and signage to help show people where to park. Heflin gave her opinion on why the boat launch should be closed for safety issues and lack of township funds to fix it.

Winter added that even the Nelson family who owns the business properties across the street from the boat launch, are in agreement with closing the Bunkerhill launch.

Discussion followed

Jenema talked about the fact that it was up to the board to decide to leave the boat launch open, the park and trail committee made a motion to close it. Original motion maker would have to reopen the motion to amend it. Lapointe made the original motion, he is no longer on the committee.

Jenema asked either for a consensus from the park and trails committee or suggested that Heffner bring his ideas back to the board.

Aukerman asked Heffner what his main objectives are? With the TART trail placement being the number one objective of the committee at that location. He agreed getting the trail was a priority, but with the transfer station believed it would be too hard for bikes.

Discussion followed about trail placement and stormwater runoff from Bunkerhill rd, Mdot has been met with to discuss the redo of Bunkerhill rd.

Discussion continued moved to list of goals put together in 2015

Briefly looked at how much the committee and township have been able to move forward in the last 2 years all agreed we are making good progress.

Motion: By Timmins 2nd. By Heflin. To recommend to the board to pursue, with MDOT, looking into the maintenance cost of Gilroy park with the intent of possible acquiring the park.

Motion carries 5 for, 1 opposed

G. NEW BUSINESS:

1. **2017 Parks & Trails Priorities Update** The townships part-time park employee starts in April. The maintenance committee is recommending to the board that larger maintenance is contracted out. Budget planning for next year is starting at the township level. Discussed the repaving of Bunkerhill rd.. Feringa said the timeline is dependant on staffing. Discussed having to do a new park plan and coming up with new 5 year plan that will involve finishing the projects already started and others decided upon later by the committee.

2. PUBLIC COMMENT Still looking for a new committee member

ADJOURN: Motion by Wentzloff 2nd. By Timmins. Passed

**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
April 21st, 2017 **8:30 a.m.****

ROLL CALL:

Committee:	x	Feringa	x	Heflin	x	Heffner	excused	Jenema
	x	Smith	excused	Timmins	x	Wentzloff		
Advisory:	Absent	Heinert	x	Kushman				
Staff:	Absent	Winter						

A. PUBLIC COMMENT: none

B. APPROVAL OF AGENDA:

Motion to approve: Wentzloff 2nd. Heffner Motion carries

C. INQUIRY AS TO CONFLICTS OF INTEREST: none

D. CORRESPONDENCE:

Virginia Tegel re Native Plants- Virginia sent a letter wanting the township to use native plants in Bayside park.

Discussion followed, there is no intent to use non native plants in the park. Heffner asked permission to email her with a follow up about the ordinance the township has. Steve said that was ok.

E. ACTION:

Approve Parks & Trails Minutes 02/17/2017 Heffner wanted them changed to better reflect his thoughts and intentions. 1) why close the boat launch at Bunkerhill now if the trail wasn't scheduled to go through for 5 or more years. The second point he wanted changed, the boat launch by the marina vs. Gilroy park. Tabling the minutes until the May meeting.

Motion: To table the minutes until the May meeting. Wentzloff, 2nd. Heffner. Motion carries

F. OLD BUSINESS:

1. Deepwater Trail Segment Update - Kushman- TART secured 100% for the trail through deep water natural area, still figuring out the connection to the Shores property. Chris and Julie did another walking tour, north of Dock Rd. near Lockenheath, they are looking at easements.

Heffner asked if the condo association is in agreement with a trail. Kushman and Steve said they are having meetings and working on it, but schedules of the resort management is requiring more time, do to the time of season.

Kushman asked how to be more inclusive with the condo owners to avoid miscommunication. Feringa will reach out to Steve (from marketing) and Mark Fischer, to communicate what is coming up so everyone is informed and doesn't feel as if this is being sprung on them with no input.

Kushman discussed the confusion with the conceptual plan being mistaken for the final plan.

Discussion followed about the conceptual plan, preferred route and landowner concerns. Discussed how other townships had rescinded support for the trial and the concerns those townships had.

Discussed board member White bringing the issue back to the Acme board in May.

Kushman talked about MDOTS support of the multi use, project, as none of it will be on private property, it is all in the right of way. Kushman has also had positive conversations with MSU extension office, Dept of Agriculture are saying it is not incompatible with agricultural operations and also support the multi use trail. An aerial scan was done, that show the narrow areas along the route. Kushman discussed that the next phase of planning will show more details as far as distance from orchards, house etc., but that everything is really still in the conceptual phase and it is too early to solve the issues. The concept has to be supported before they can move to the actual design phase that will answer the more detailed questions and proposing solutions, while working more closely with landowners.

Discussed how in the townships to the North (of Acme, that rescinded) TART is engaging the communities in a focused group type setting to get input from more community members.

Wentzloff asked about an easement behind Christ the King Church.

Kushman said the land is all private, so for the time being Dock Rd will still be used as the trail until more collaboration with landowners can be reached.

Explained to our new committee member, Dusty Smith, some of the background and vision of the project

2. Bayside Park Design Elements-Klaus not present, Asked about timeline for construction.

Ideal goal is to close the park after labor day and start the new parking lot and grading, construction will continue into spring.

Heffner talked about the woman who wants to put in a memorial swing, wants to make sure someone reaches out to her.

Wentzloff said she believed Amy or Shawn did. Waiting on design elements from Klaus to decide where to place the swing.

3. Adopt-A-Bench Program- no documentation from Klaus

Acme Connector Trail - Kushman, status update. Next item to do is engineering, township was awarded \$15,000 from the 2% grant and TART has raised the remainder, so funding for the engineering is secure.

Shawn and Chris met with Dan Kelly to look at how the trail would fit into his project. Chris let him know that they would prefer a separated trail, Kelley is working with his designer to work on a separated trail.

Heffner asked about the Holiday Inn. Kushman said can't move to do the engineering until they get a commitment from them. That property supports it but because multi properties are rolled together it is a longer process because the easement is part of the package deal. Holiday Inn is doing an internal review. TART doesn't yet know what they have to provide them. Holiday Inn is waiting to hear back from Fifth Third bank.

4. Gilroy Park/Bunker Hill Boat Launch- officially staying open after the last board meeting.

Heffner gave a breakdown of the last board meeting, read the motion that passed.

Discussed that the supervisor said at the last board meeting that the trail will go on the south side of the park.

Heffner asked how far back we could get the pedestrian crossing from the road so it's safer and they don't run into the lift station.

Feringa said they were looking at all that.

Discussed Shore Rd.

Wentzloff asked if the board defined small watercraft.

Heffner said the board said 16ft. Also said that Zollinger is working with Jeff Jocks to come up with wording to limit parking to park users.

G. NEW BUSINESS:

H. PUBLIC COMMENT Feringa Talked about the GTB green committee meeting, May 5th. Village storm water system and Acme creek. The Tribe is pushing the Acme creek restoration to the front burner.

Discussed the cleanness of the water coming out of the village storm water system being cleaner than the creek itself.

Discussed the history of Acme creek and how it's history impacted the creeks health today. Talked about the restoration project. Talked about the first step being the stream crossing at 72. Working with environmental engineers to come up with a restoration plan, looking to work with as many private landowners as possible to improve the whole watershed area of Acme creek.

ADJOURN: Meeting adjourned

Bench Option 2



Bench Option 2



Litter Option 1



Litter Option 2



Material Pricing

custom design, contact your Landscape Forms sales representative. Bench ships fully assembled. Lakeside meets ANSI/BIFMA performance and safety standards. FSC certified woods available for 25% upcharge. Check Materials/Colors link on website for species.

Item	Options	Depth	Height	Length	Ship Weight	Price
 <input type="checkbox"/> Compare	Rectangular Slit Grass or Leaves Panel +	19.0 "	18.0 "	67.0 "	235 lbs.	\$1695
 <input type="checkbox"/> Compare	Custom Design +	24.0 "	35.0 "	67.0 "	300 lbs.	\$2220

Lakeside® Litter Receptacles

Lakeside Litter Receptacles design is protected by U.S. Patent Nos. D543,330; D543,329. To order: Specify collection name, model description, panel design and powdercoat color. Black polyethylene liner included with each unit. To order custom design, contact your Landscape Forms sales representative. Litter ships fully assembled. Unit is emptied by lifting trash bag from the top.

Item	Options	Diameter	Height	Capacity	Ship Weight	Price
 <input type="checkbox"/> Compare	Grass or Leaves Design +	21.0 "	36.0 "	35.0 Gal.	160 lbs.	\$1165
	Custom Design +	21.0 "	36.0 "	30.0 Gal.	155 lbs.	\$1345



KALAMAZOO COUNTY PARKS Memorial Tree & Bench Program

The Kalamazoo County Parks Memorial Tree & Bench Program allows groups and individuals to donate trees & benches to commemorate special events, in someone's honor, or as memorials to loved ones. The items purchased through the program are planted or placed in one of the Kalamazoo County Parks.



Tree Donations - \$275.00

A tree is a long-lasting opportunity to honor or remember a loved one. At the same time, it improves the beauty and quality of the Kalamazoo County Parks.

1. A choice of four types of trees are available
2. You may select the specific park for your tree donation. You may also request a specific area within the park, however the tree's exact location will be determined by the Park staff based on the need of the park. Donors will be notified once a tree has been planted and will be made aware of its location.
3. Donations can be made at any time, trees will be planted from April-May or October-November.
4. The 3" x 6" gold engraved plaque will be installed at the base of the tree.
5. Tree and plaque will be maintained by the County for its lifetime and will be replaced if damaged or dies within the first 3 years after planting.

Bench Donations - \$250.00 (wooden) or \$550.00 (recycled plastic)



Recycled Plastic
Bench

Memorial benches provide another option to honor or remember a loved one, as well as offer respite to park visitors to help them enjoy their surroundings.

1. Donors have choice of wooden bench or recycled plastic bench.
2. You may select the specific park for your bench donation. You may also request a specific area within the park, however the bench's exact location will be determined by the Park staff based on the need of the park. Donors will be notified once a bench has been installed and will be made aware of its location.
3. A 3" x 6" gold engraved plaque will be installed on the bench.
4. Bench and plaque will be maintained by the County for its lifetime and will be replaced if damaged within the first five years after installation.



Wooden Bench
with arms (not pictured)

Kalamazoo County Parks
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www.kalamazooountyparks.com

