

CHARTER TOWNSHIP OF GARFIELD
Parks and Recreation Commission Regular Meeting
March 21, 2017

Call Meeting to Order: Handy called the meeting to order at approximately 6:00 pm at the Garfield Township Hall, 3848 Veterans Drive, Traverse City MI 49684.

Roll Call of Commission Members:

Present: Valarie Handy, Fern Spence (6:05 p.m.), Chris Remy, Alisa Kroupa,
Absent: Dale Majerczyk

Staff Present: Rob Larrea, Tom Vitale (GTCD)

1. Review and Approval of the Agenda – Conflict of Interest

No conflict of interest was noted. *Kroupa moved THAT the agenda be approved as presented. Remy seconded the motion and the motion carried unanimously.*

2. Election of Officers (PD-2017-18)

Kroupa moved THAT Chris Remy be elected as Chair of the Parks and Recreation commission. Remy seconded the motion and the motion carried unanimously.

Kroupa moved THAT Valerie Handy be appointed as Vice-Chair of the Parks and Recreation commission. Remy seconded the motion and the motion carried unanimously.

Kroupa moved THAT Dale Majerczyk be elected Secretary of the Parks and Recreation commission. Handy seconded the motion and the motion carried unanimously.

3. Review and Approval of Meeting Minutes-October 26, 2016

Kroupa moved THAT the minutes be approved as presented. Spence seconded the motion and the motion carried unanimously.

4. Correspondence:

Grand Traverse Conservation District Reports for January and February were received. Tom Vitale stated that there is a work bee planned for Miller Creek on April 12, 2017.

5. Reports:

a. **Buffalo Ridge Trail/Student Partnership:** Tom Vitale shared that the Conservation District has partnered with the TC West advance science class in submitting a grant to the TC Track Club for funds to assist with the placement of a trail connector.

b. **Miller Creek Update:** Handy stated she met with Tom Vitale to discuss necessary improvements for Miller Creek. The Parks and Recreation board last year requested funding for the trail improvement and the floating dock. In December,

the Township Board indicated any item over \$10,000 will need to come before the Board. Tom provided a copy of the bid sheet for the fishing platform which the Commission asked Vitale to provide pricing for both timber and metal. He added the SEEDS bid was still valid for the boardwalk. Larrea suggested that he and Vitale meet to discuss budget requests.

6. Business to come before the Commission:

a. PD-2017-13 Review of Parks Commission By-Laws

Commissioners were provided a copy of the existing by-laws. A recommendation was made by staff to address what constitutes a quorum. *Kroupa moved THAT Section 3: Meetings (F) Quorum- state "a quorum constitutes a majority of parks and recreation commission membership present". Handy seconded the motion and the motion carried unanimously.*

b. PD-01716-BNVP Update.

Staff presented the site plan and cost estimates prepared by Prein Newhof for the BVNP improvements. Larrea noted that the project is on schedule.

7. Commissioner Comment

Handy updated the commission on the Hickory Hills Task Force meeting and stated she had met with Todd Lewis regarding possible reimbursement for the improvements made at Silver Lake Recreation area for the proposed disc golf course. Larrea added that the commission will have to address the Parks and Recreation plan that will be expiring at the end of this year.

8. Other Business

None.

9. Items for next agenda

2017 Commission Goals: The commission indicated their desire to focus on updating the Master Plan, improvements for Miller Creek, Templeton and Kids Creek, preparation of an operational budget, the State 40 and trail improvements. Larrea indicated that he and Tom Vitale will discuss these items at their meeting.

Beacon Hills Signage Request: Mike Steadman was in the audience and indicated that he would like to have the waterfront property owned by the Township located in Beacon Hills signed like other parks. Commission members stated that other property owned by Garfield Township on the waterfront should be signed as well.

Silver Lake Park Request for Consideration (Ice Rink placement)

Future Meeting Dates: Larrea would like to see the commission meet monthly rather than quarterly as there is a lot on the agenda for 2017. Staff will try and coordinate with other users of the meeting room to find a specific date and time each month that will work.

10. **Adjourn**

Meeting was adjourned at 7:15 p.m.

A handwritten signature in black ink, appearing to read "Dale Majerczyk", is written over a horizontal line.

Dale Majerczyk, Secretary
Garfield Township Parks and Recreation Commission
3848 Veterans Drive
Traverse City, MI 49684