

ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
September 21, 2018 8:30 a.m.

ROLL CALL:

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

- A. **PUBLIC COMMENT:** none
- B. **APPROVAL OF AGENDA:** Motion to approve the agenda Timmins 2nd. By Feringa, motion carries.
- C. **INQUIRY AS TO CONFLICTS OF INTEREST:** none
- D. **CORRESPONDENCE:** Read Heffner's email about the playground.
- E. **ACTION:**
1. Approve Draft Parks & Trails Minutes 08.17.18 Motion by Timmins 2nd. By Heffner to approve the park and trails minutes from 8/17/18. Motion carries
- F. **OLD BUSINESS:**
1. **Bayside Park Updates**
 - a. *Directional Signage* - according to DNR requirements the sign package went out to bid. Still working on the main park sign design.
Heffner brought up the TART trail/driveway area off Shore rd. that needs better distinction so that cars don't mistake the trail for the driveway. Discussion followed all were in agreement that a better distinction was needed.
 - b. *Bike Racks-*
 - c. *Basin Planting Plans-* Some confusion on the planting plan for where the area of the where there is standing water artesian well. A wetland garden is needed. Jenema had heard that Sharma was working on a plan but was not sure how that plan was going. Discussion followed as the planting needs to happen soon. Wentzloff offered to reach out to a friend of hers who is a landscape architect.
Heffner talked to the friendly garden club in Traverse City they are interested in helping in the park and have grant money available.
Aukerman discussed playground ideas with the committee- She brought pictures from a playground Heffner had recommended looking at for ideas. Discussed poured rubber vs. wood fiber for the playground surface.
 2. **Trail Updates**
 - a. *Acme Connector Trail* Kushman talked about the letters of commitment that TART and the township have in hand; Peace of victory church, Dan Kelly and Samaritas.
 - i. Holiday Inn Express License Holiday Inn has approved a 20 year license. The township is waiting on Jeff Jocks to review the document. Jenema will bring it up at the Oct. board meeting.
 - ii. Community Growth Grant- Winter submitted the grant, the money the township received from the 2% grant and TART will serve as the match. The grant was

written for the connector trail from the railroad tracks to the VGT property.

- b. *TVC 2 CHX Trail* - Kushman- the August open house had a big turn out. Prein and Newhof have completed the preliminary assessment and are putting together a presentation.
Jenema talked about traffic calming measures like striping crosswalks, the crosswalks in front of the Cincinnati museum were referenced.
Feringa said the township would have to talk to MDOT about options.

3. **Park System Signage** - no action

4. **Art In The Park** - Smith encouraged the committee to go online and check out the pearl street mall in Boulder, CO. to see ideas on how fountains are used as art.

5. **Bayside Park Dedication Ceremony**- Winter reached out to the ABA to discuss the “makers market” idea. He will be talking to them more after the fall festival.

G. **NEW BUSINESS:**

- 1. **Parks Master Plan Update** – Survey Distributed- Discussed putting it in the ticker,
- 2. **GTRLC Trail Building Workshops**- happening now at the wintergreen trail by Saylar park, in Oct. they will be working on the Yuba overlook trail.
- 3. **Park Maintenance Plan and Revenue Options**- Jenema is working with Ryan and Shawn. Discussion of a written document for daily/weekly responsibility checklist. Discussion on best future funding will also be discussed.

H. **PUBLIC COMMENT** Jean Aukerman introduced Claudia Fry to the committee.

ADJOURN: 10:35 Motion to adjourn Timmins 2nd. By Heffner. Motion carries



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6042 Acme Road, Williamsburg MI 49690
September 21, 2018 8:30 a.m.

ROLL CALL:

Committee:

	Feringa		Heflin		Heffner		Jenema
	Smith		Timmins		Wentzloff		
	Heinert		Krogulecki		Kushman		
	Winter						

Advisory:

Staff:

A. PUBLIC COMMENT:

B. APPROVAL OF AGENDA:

C. INQUIRY AS TO CONFLICTS OF INTEREST:

D. CORRESPONDENCE:

E. ACTION:

1. Approve Draft Parks & Trails Minutes 08.17.18

F. OLD BUSINESS:

1. Bayside Park Updates
 - a. Directional Signage
 - b. Bike Racks
 - c. Basin Planting Plans
2. Trail Updates
 - a. Acme Connector Trail
 - i. Holiday Inn Express License
 - ii. Community Growth Grant
 - b. TVC 2 CHX Trail
3. Park System Signage
4. Art In The Park
5. Bayside Park Dedication Ceremony

G. NEW BUSINESS:

1. Parks Master Plan Update – Survey Distributed
2. GTRLC Trail Building Workshops
3. Park Maintenance Plan and Revenue Options

H. PUBLIC COMMENT

ADJOURN:

ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
August 17th, 2018 8:30 a.m.

ROLL CALL:

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

- A. PUBLIC COMMENT:** none
- B. APPROVAL OF AGENDA:** Motion to approve the agenda Wentzloff, 2nd. By Timmins motion carries
- C. INQUIRY AS TO CONFLICTS OF INTEREST:** none
- D. CORRESPONDENCE:** From Brian Kelly, Correspondence concerning tree plantings in Bayside park.
- E. ACTION:**
1. Approve Draft Parks & Trails Minutes 7.20.18
Motion to approve the 7/20/18 minutes. Wentzloff, 2nd. By Timmins
- F. OLD BUSINESS:**
1. Bayside Park Updates
 - a. Landscaping Status- Landscaping is wrapping up. Concern has been raised about the quality of plantings. The landscapers partnered with students, trees were not planted in a timely manner or watered sufficiently. Also while digging irrigation lines were cut while they dug the holes for the trees. the committee discussed, will be passing the information to the board to be handled.
Heffner brought it to the attention of the committee that there were non-native flowers and trees planted. Committee discussed. Winter marked all the non-native plants on the plan. Winter will communicate the problem with Kevin.
Wentzloff suggested buying plants at the native plant sale next spring. The committee agreed.
 - b. Directional Signage - quote came back from Amor for \$4700, if the township chooses another company after bids go out, the township will owe Amore \$500 for the design cost. Before the sign package can go out to bid, the township is waiting on the State for approval they are backlogged.
 - c. Bike Racks- Were installed, but the Bella, the company hired to install the, installed them too low in the cement. They are responsible for the bill that will come from Ace Welding, who is coming out to fix the problem with a welding extension. They are currently 21" and will be raised to 36".
 - d. Completion Status -Monday the 20th. Jay is doing the first walk through with a punch

list. The second walk through will be set for a later date. Fixing some problems in the pond area, as the wrong cover was used. The park will remain closed for the rest of the season to allow the lawn and plants to settle and grow. If the turf is ruined because the township is not successful in keeping people off from it, the repair will be at the townships expense and not covered by the warranty. Discussed ways to keep people out of the park. Discussed some wash out at the south end of the first finished beach pod. Jenema will mention it to Jay to check on the walk through.

2. Trail Updates

a. Acme Connector Trail

- i. Holiday Inn Express License Jeff Jocks has the RFP and license template. Waiting for him to get back from vacation. Holiday in agreed to a twenty year license.
- ii. Mt. Hope – Dan Kelly RFP Document

b. TVC 2 CHX Trail -about 60 people total showed up for the first 2 stakeholders meetings Megan Olds is compiling the info. Next is an open house Aug. 22nd. In Elk rapids from 5:53-7:30

3. Park System Signage – Design Updates- committee agreed to the sign with the curved top

4. Art In The Park- will wait to discuss further after getting the public survey results.

5. Bayside Park Dedication Ceremony- moved the ceremony to May 2019 the weekend before memorial day. Winter had a call from “My local hops” asking about a local “makers day” Discussed what that is and how to incorporate that into the opening and making it an annual event. Heflin will help lead the dedication ceremony with Shawn.

6. 2018 Parks & Trails Project Goals- Jenema went over what has been accomplished.

G. NEW BUSINESS:

1. Parks Master Plan Update – Survey Review- Discussed the Master plan process and went over survey questions.

H. PUBLIC COMMENT Heflin talked about volunteer trail day.

Heflin talked with Jake O. and Steve L. from the conservancy about trails. They would like to start on wintergreen woods and saylor park at the end of September. That project should take about 4 days. Than they will move over to trails at Yuba natural area. Jake will send a flyer when dates are confirmed. Winter let the committee know the township did not get the 2% grant. The township did get money from Meijer to put towards the playground. Heffner asked permission to change out the day lilies planted in the park, at his expense. Jenema is taking that question to the board.

ADJOURN:

Motion to adjourn Wentzloff 2nd. Timmins. Motion carries

Shawn Winter

From: Kevin Krogulecki <kskrogulecki@goslingczubak.com>
Sent: Friday, August 31, 2018 4:08 PM
To: Shawn Winter
Subject: RE: Packets

Hey Shawn!

If you feel like sharing with the group....

DNR this week approved Michigan Lake Products bid, we are moving forward with updated PO for the ADAwalk system through them to be executed by the contractor. An expected 3-4 week lead time on this, to be installed by the township.

DNR this week approved plans and specs for the park signage package for the Trust Fund project portion. We are sending out requests for bid today, bids will be do 9/14. We are giving everyone the chance to bid to see what we get, using Amor's latest predetermined design including lighter blue background and silver posts (final details/colors can be adjusted after a bidder is selected if needed)

We are working on a solution for the stormwater runoff from the shell parking lot. Once we have a treatment (we discussed one this morning with Jay), we will request a quote from Elmer's for this work and may include this under their current contract if it makes sense. We are going to wait to have Elmer's clean up the parking lot until this is addressed. No sense keep cleaning up if these washouts keep happening.

Bike racks are scheduled to be adjusted/fixed this next week, weather permitting.

We have some ideas to address the washouts at the beach area at the first beach pod with concrete sidewalk.

Just an update to you, feel free to share all or none at your discretion. Thanks, have a good one!

--

Kevin S. Krogulecki | Landscape Architect
Gosling Czubak Engineering Sciences, Inc.

231.946.9191 office | 231.933.5105 direct
kskrogulecki@goslingczubak.com | www.goslingczubak.com

[Connect with us on LinkedIn!](#)

From: Shawn Winter <swinter@acmetownship.org>
Sent: Wednesday, August 15, 2018 4:33 PM
To: Amy Jenema (assessoramy@gmail.com) <assessoramy@gmail.com>; bgheflin@charter.net; Chris Kushman (ckushman@traversetrails.org) <ckushman@traversetrails.org>; dustyroads0813@gmail.com; Feringa, Steve <Steve.Feringa@gtbindians.com>; Jim Heffner <jheffgan@yahoo.com>; Karly Wentzloff (karly.wentzloff@gmail.com) <karly.wentzloff@gmail.com>; Kevin Krogulecki <kskrogulecki@goslingczubak.com>; Klaus Heinert <kdheinert@goslingczubak.com>; Marcie Timmins (sticksnstonez@gmail.com) <sticksnstonez@gmail.com>
Subject: Packets

Hello everyone,

Please find Friday's packets attached.

Have a great evening.

Shawn Winter

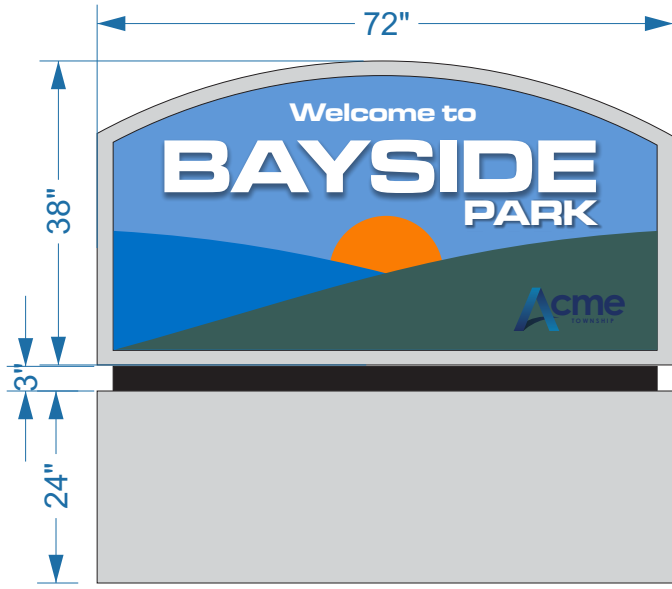
Planning & Zoning Administrator

Acme Township

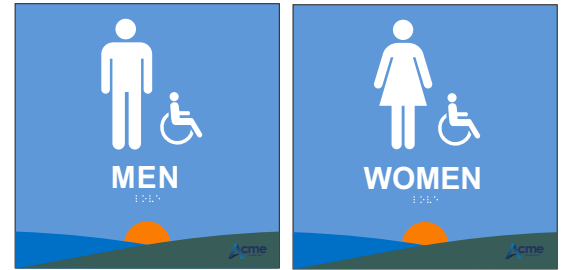
6042 Acme Rd | Williamsburg, MI | 49690

Phone: 231.938.1350 Fax: 231.938.1510

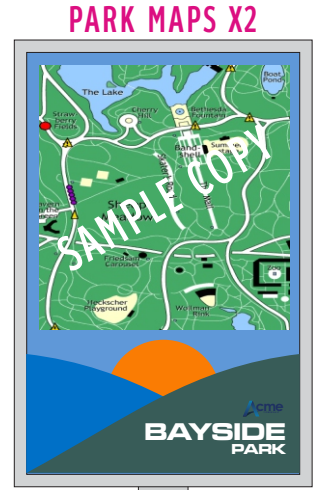
swinter@acmetownship.org



1 SINGLE FACE MONUMENT
ALUMINUM CABINET WITH REVEAL
ALUMINUM FACES
PSA DIGITAL GRAPHIC WITH LAMINATE
220-10 WHITE VINYL "WELCOME TO"
3/8" FLAT CUT ACRYLIC LETTERS
STUD MOUNTED FLUSH
"BAYSIDE PARK"



2 RESTROOM SIGNS
12" x 12"
NTS
FRAMELESS WALL MOUNTED



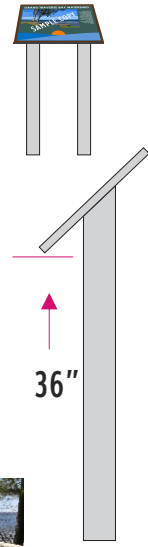
PARK MAPS X2

**3 24" X 36" NTS
VERTICAL MOUNT
WITH FRAME
60" FROM GRADE TO
CENTER OF SIGN**

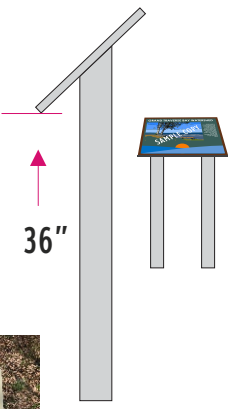


OVERLOOK SIGN X1

**4 24" X 36" PEDESTAL MOUNT
WITH FRAME - 2 POSTS
NTS**



5 FEATURES SIGNS X10
18" X 24"
PEDESTAL MOUNT-
2 POSTS
WITH FRAME
NTS



6 GROUND PLAQUES X15
8" X 6"
PEDESTAL MOUNTED
FRAMELESS (BASEPLATE)
NTS



NOS. 2-6: .090 FIBERGLASS EMBEDDED DIGITAL GRAPHIC PANELS - ALUMINUM TUBE POSTS \ WALL MOUNT WHERE INDICATED _ ALL POSTS - SKIRTS AND FRAMES PAINTED MAPS POLY 18099 PLATINUM SPARKLE METALLIC

AMOR
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1965 PINE CREEK RD. • P. O. BOX 433 • MANISTEE, MI 49660 • 231-723-8361
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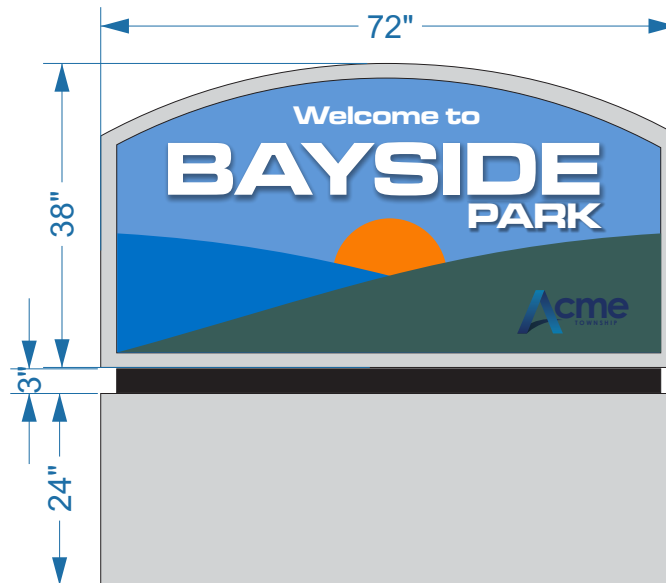
DATE: 5-14-18 ACCOUNT EXECUTIVE: KB
DRAWING SCALE: NO SCALE GRAPHICS BY: W. BIALIK
FILENAME: 15521 PARKS LOGO
FILE LOCATION: AMOR N: \ DESIGN \ ACME TOWNSHIP

PANTONE COLOR MATCHING:
PMS: AS SHOWN

3M / PSA FILM MATCHING:
PREMIUM:
TRANSLUCENT:
PSA: LAMINATE:

VER
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APPROVED:
DATE:

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ALL POSTS - SKIRTS AND FRAMES PAINTED MAPS POLY 18099 PLATINUM SPARKLE METALLIC



DATE: 5-14-18 ACCOUNT EXECUTIVE: KB
 DRAWING SCALE: NO SCALE GRAPHICS BY: W. BIALIK
 FILENAME: 15521 PARKS LOGO
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PANTONE COLOR MATCHING:

PMS: AS SHOWN

3M / PSA FILM MATCHING:

PREMIUM:

TRANSLUCENT:

PSA: LAMINATE:

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APPROVED:

DATE:

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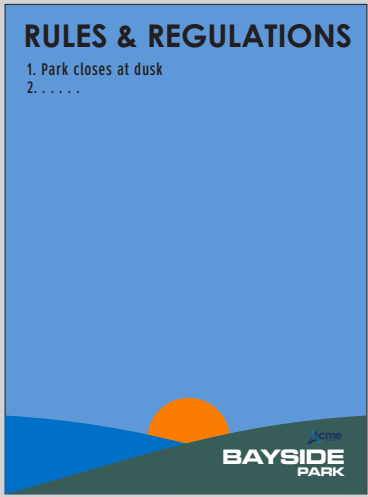
WAYFINDING X7



7 24" X 36"
NTS
VERTICAL MOUNT
WITH FRAME
60" FROM GRADE TO
CENTER OF SIGN



PARK RULES X2



8 36" X 48"
NTS
VERTICAL MOUNT
WITH FRAME
60" FROM GRADE TO
CENTER OF SIGN



PARK RULES X10



9 6" x 3"
NTS
BENCH MOUNT
TAMPERPROOF FASTENERS
FRAMELESS



NOS. 7-9: .090 FIBERGLASS EMBEDDED DIGITAL GRAPHIC PANELS _ ALUMINUM TUBE POSTS _ ALL POSTS - SKIRTS AND FRAMES PAINTED MAPS POLY 18099 PLATINUM SPARKLE METALLIC

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DATE: 8-8-18 ACCOUNT EXECUTIVE: KB

DRAWING SCALE: NO SCALE GRAPHICS BY: W. BIALIK

FILENAME: 15521 PARKS LOGO

FILE LOCATION: AMOR N:\ DESIGN \ ACME TOWNSHIP

PANTONE COLOR MATCHING:

PMS: AS SHOWN

3M / PSA FILM MATCHING:

PREMIUM:

TRANSLUCENT:

PSA: LAMINATE:

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APPROVED:

DATE:



Acme Township Trail Building Opportunities

Love the land. Pass it on.

Join Grand Traverse Regional Land Conservancy staff and volunteers for trail building opportunities — including trail creation at the proposed Wintergreen Woods Nature Preserve and trail expansion at the Yuba Creek Natural Area. Volunteers will be trained on the proper use of hand tools in the construction of sustainable hiking trails. All tools and gloves will be provided (bring your own favorite pair if desired), but wear sturdy shoes and bring water.

All event details & registration @ www.gtrlc.org/events/ or call 231.929.7911

The **Wintergreen Woods** trail project will take place on the GTRLC preserve adjacent to Sayler Park on Yuba Park Rd, Williamsburg, MI. The goal is to create roughly ½ mile of trail connecting to Sayler Park. The terrain is relatively flat which will provide an entry-level trail building experience. If you are interested in trail building, this will be a good opportunity to learn the basics and familiarize yourself with the tools used to build sustainable trails.

The **Yuba Creek Natural Area's** existing trails consist of a formal trail loop on the “top shelf” of the property overlooking the valley with trailhead access off US-31. Another access point from Yuba Road is a trailhead for an “out and back” trail on the valley floor. Connecting the two trail segments will provide users access to the entire trail system from either parking area. Volunteers will help 'cut-in' trail along a steep slope into the scenic Yuba valley and are sure to get an excellent workout!

WINTERGREEN WOODS

Wed, Sept 19th: 10am - 12pm

Thurs, Sept 20th: 10am - 12pm

Wed, Sept 26th: 10am - 12pm

Thurs, Sept 27th: 10am - 12pm

YUBA CREEK NATURAL AREA

Wed, Oct 3rd: 10am-12pm

Thurs, Oct 4th: 10am-12pm

Wed, Oct 10th: 10am-12pm

Thurs, Oct 11th: 10am-12pm

Wed, Oct 17th: 10am-12pm

Thurs, Oct 18th: 10am-12pm

Wed, Oct 24th: 10am-12pm

Thurs, Oct 25th: 10am-12pm

The Grand Traverse Regional Land Conservancy works to balance public access and use with protecting natural features, unique habitats, and scenic beauty on conservation lands. To help people engage on the land, the Conservancy offers many educational hikes and other events as well as volunteer opportunities throughout the year. We sincerely hope you will join us!