



**ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Rd., Williamsburg MI 49690
September 20, 2019 8:30 a.m.**

ROLL CALL:

Committee:	x	Heflin	x	Heffner	x	Jenema
	x	Smith	x	Timmins	x	Wentzloff
Advisory:	x	Kushman	x	Lamott		
Staff:	x	Wolf	x	Donn		

- A. **PUBLIC COMMENT:** Open at 8:33 am
 Brian Kelley, Acme resident, wondered if the warranty given when purchasing the plants and trees for Bayside Park could be used to replace the failing trees by the Shell Station. He thought it would be helpful to mark on the township website the water access sites at Deepwater Point.

 Public Comment closed at 8:34 am
- B. **APPROVAL OF AGENDA: Motion by Timmins to approve the agenda with the addition to G. New Business, 3. Veliquette Proposed Campground and 4. Election of Officers, seconded by Wentzloff. Motion carries.**
- C. **INQUIRY AS TO CONFLICTS OF INTEREST:** None
- D. **CORRESPONDENCE:** None
- E. **ACTION:**
 - 1. **Approve Draft Parks & Trails Minutes 08.16.19.**

Motion by Timmins to approve the minutes from 08.16.19, seconded by Heflin. Motion carries.
- F. **OLD BUSINESS:**
 - 1. **Trail Updates**
 - a. **Michigan Natural Resources Trust Fund Grant**
 - Kushman informed the preliminary scoring on the grant came back as 305, which is on the low end. It was determined there were some areas that could be adjusted to the application to increase the points by the October 1 deadline. Items to be adjusted will be to specify the full match of funds and clarify the demographics. The goal is to get the scoring up to 350.
 - There will be a Stakeholders meeting on the tart trail October 9 at the Township Hall. MDOT, the road commission and property owners will be at the meeting. The engineering part should be completed in about six months.
 - Last week there was a meeting with Larry Fox from C2AE out of Gaylord for the design and engineering on the trail, to discuss the connection from Acme to Elk Rapids, on to Charlevoix, to Fisherman’s Island and to Norwood.
 - Elk Rapids held a public meeting for input on two proposed routes through the village. There were over 30 in attendance that gave their feedback. C2AE will review the favored route and get back to the village board.
 - There is a VASA Trail showcase Saturday, October 12 on the development of two new loops totaling two miles.
 - 2. **Adoption Program Swing Updates: Location of Swings**
 Wolf informed the money for the two swings has been received and they have been ordered. They will be installed either yet this year or in the spring. After discussing different locations, it

was suggested to have the committee walk Bayside Park to decide on suitable spots for placement overlooking the water.

APPROVED

3. Park System Signage

Jenema informed the signs will not be put up until spring. She asked the committee to look at areas in the park for setting the signs.

4. Art In The Park – Locations & Committee Updates

- Smith reported the Art In The Park committee met on September 13 to discuss the process of funding the project. A donation of \$500 has been pledged by CCAP. Jenema said a fund needs to be set up to keep track of donations, give a tax receipt to the donator and thank them for their support. Donations are tax deductible.
- A new member was added to the committee, Eric Campbell, a graphic designer with Proof Positive Design.
- The committee is doing research on foundations that give grants for these types of art projects and on visual works to present that are maintenance free.
- The possibility of changes to the ordinance to accommodate certain artwork was discussed.
- Insurance was discussed for artwork brought into the park. If the art becomes owned by the township, it will be covered under their policy.

5. Information for Township Website: boat launches, memorial sites, maps, etc.

- a. What to include – Wolf requested to compile all the information on park rules, boat launches, maps, amenities, pavilion rental in Saylor Park and a list of park supporters for her to place online.
- b. Who’s responsible – Wolf will work on putting the information online this winter to be launched by spring with the assistance of Wentzloff.

6. Bayside Berm Quotations

Lamott compared price quotes he received from Barker Creek, Zimmerman Landscaping and Pine Hill Nursey for cedar trees to plant by the Shell Station. Zimmerman Landscaping came in with the best quote.

Jenema said the Sweetwater Garden Club is looking into giving funds for the trees.

Motion by Timmins to recommend to the township board the Parks & Trails Committee recommends Zimmerman Landscaping for purchasing the cedar trees, seconded by Smith. Motion carried unanimously.

Lamott said people have been driving into the park from the Shell parking lot and thought placing large boulders at the area they enter would prevent them from driving through.

Jemena suggested having painted screened words on the sidewalks to use as directions through the park instead of signs.

G. NEW BUSINESS:

1. Bayside Park Memorials

a. Type/Location(s) New Additions

Wolf stated there has been requests for donated memorials in the park. One of the memorial donators is not satisfied with the bench their plaque is on. It was the last bench available when their form was submitted. The committee suggested since there is not an alternative bench to offer, they could either withdraw their application and receive a refund or contribute to one of the other memorials still available.

Jenema informed items still available are, a drinking fountain, water bottle filler, playground equipment and foot wash.

b. Memorial Signage proof Takayama Rock

Wolf said the proofs she has received for the plaque to go on the rock, are not consistent with the others in the park. She will work with the sign company.

2. Meeting Day/Time

The Parks and Trails Committee decided to change the meeting day to the third Monday of the month at 4:00 pm starting in October.

Motion by Timmins to change the meeting date and time to the third Monday of the month at 4:00 pm starting in October, seconded by Heflin. Motion carried.

3. Veliquette Proposed Campground

Jenema informed Mr. Veliquette has inquired about donating 21 acres of the wetland portion of the proposed Brackett Road campground to the conservancy. The census of the committee was his request needed to go through the Planning Commission.

4. Election of Officers

Wentzloff nominated Jemena for the Parks & Trails Committee Chair, supported by Heflin. Jenema accepted the nominated. Motion carries.

Wentzloff nominated Timmins for the Parks & Trails Committee Vice-Chair, supported by Jenema. Timmins accepted the nominated. Motion carries.

Wentzloff nominated Heflin for the Parks & Trails Committee Secretary, supported by Timmins. Heflin accepted the nominated. Motion carries.

H. PUBLIC COMMENT: None

ADJOURN: Motion by Timmins to adjourn, seconded by Heflin. Meeting adjourned at 10:41 am



ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
September 20, 2019 8:30 a.m.

ROLL CALL:

Committee:

	Heflin		Heffner		Jenema		
	Smith		Timmins		Wentzloff		
	Kushman		Lamott				
	Wolf		Donn				

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 08.16.19

F. OLD BUSINESS:

1. Trail Updates
 - a. Michigan Natural Resources Trust Fund Grant
2. Adoption Program Swing Updates: Location of Swings
3. Park System Signage
4. Art In The Park-Locations & Committee Updates
5. Information for Township Website: boat launches, memorial sites, maps, etc.
 - a. What to include
 - b. Who's responsible
6. Bayside Berm Quotations

G. NEW BUSINESS:

1. Bayside Park Memorials
 - a. Type/Location(s) New Additions
 - b. Memorial Signage Proof Takayama Rock
2. Meeting Day/Time

H. PUBLIC COMMENT

ADJOURN:



ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Rd., Williamsburg MI 49690
August 16, 2019 8:30 a.m.

ROLL CALL:

Committee:

x	Heflin	x	Heffner	x	Jenema
x	Smith	x	Timmins	x	Wentzloff
x	Kushman	x	Lamott		
x	Wolf	x	Donn		

Advisory:

Staff:

- A. **PUBLIC COMMENT:** Open at 8:37 am
 Brian Kelley, Acme resident, felt there should be a screen of foliage behind Shell Station as a buffer to Bayside Park.
 Public Comment closed at 8:40 am
- B. **APPROVAL OF AGENDA: Motion by Timmins to approve the agenda and add to F. Old Business, 5. Garden Club, seconded by Wentzloff. Motion carries.**
- C. **INQUIRY AS TO CONFLICTS OF INTEREST:** None
- D. **CORRESPONDENCE:** None
- E. **ACTION:**
 - 1. **Approve Draft Parks & Trails Minutes 06.21.19. Motion by Wentzloff to approve the minutes from 06.21.19, seconded by Heflin. Motion carries. Timmins recused, was absent for meeting.**
- F. **OLD BUSINESS:**
 - 1. **Trail Updates**
 - a. **Michigan Natural Resources Trust Fund Grant Walk Through & Presentation**
 Kushman stated the Natural Resources Trust Fund Board was at Shanty Creek in Bellaire and sent an invitation to the local applicants to do a presentation. Jenema said her and Wolf went and gave a presentation for the \$300,000 trust fund grant for the trails. They were one of eleven of the applicants being considered. The Natural Resource Trust Fund board asked how the maintenance of the trail will be funded. They told them it would be through endowments and the township's help. They liked the idea of the connectivity to other townships the trail would provide. She said the walk through with herself and Wolf that was done at Bayside Park went very well, they were happy to see what the grant had accomplished. Kushman added the engineering survey has been completed for the Acme connector trail and he is waiting to hear more on the progress by the end of September.
 - b. **Tribal 2% Grant Application** – Currently nothing to report.
 - 2. **Adoption Program Swing (Still waiting on ordering from Weeks on second swing)**
 - 3. **Park System Signage (Ryan to Get Bids)**
 Jenema said they are going to include the rules on the park sign.
 - 4. **Art In The Park – Locations & Committee Updates**
 Smith reported he had the first Art In the Park subcommittee meeting. The group decided to start off by focusing on the funding and finding donated sources. They will be having regular schedule meetings every second Friday of the month. A project fund will be set up for only Acme public art and when a donation is submitted, it will be made to Acme Township under the

project name.

5. Garden Clubs

Jenema informed there is a grant opportunity to receive funds from the Friendly Garden Club of Traverse City to go toward plants for the park. The Sweetwater Garden Club does the planting and caretaking on the flower beds in the Acme park. Timmins will be going to the next Sweetwater meeting to let them know about applying for the grant. The committee felt if the grant was received it could be used to place plants to make a screen by the Shell Station and to enhance a more welcoming look by the entrance near the bathhouse.

Motion by Wentzoff to apply for the grant to be used for plants as a screen between Bayside Park and the Shell Station, seconded by Timmins. Motion carried unanimously.

A cost estimate of types of plants and trees that can handle the runoff from the Shell Station will be worked on to include with the grant application.

Lamott informed the brown grass area in the park needed fertilizing and since he was not a commercial certified fertilizer it would need to be hired out. He said for him to send the application and take the exam it would be \$80. He was already prepared to take the exam. It was agreed by the committee to get it approved to pay for him to get certified.

G. NEW BUSINESS:

1. Eagle Scout Project(s)

Jenema stated at Woodland Acres there is overgrowth on the public beach pathways to access the water at Deepwater Pointe. The board discussed at their meeting the possibility of using the Eagle Scouts with adult supervision to help with marking eight-foot paths and laying three-feet of wood chips. A letter would be sent to the adjacent property owners to notify them in case there are any problems. The census of the Parks & Trails Committee was there should be a survey completed on the pathways and not guess on the boundaries. Issues to consider would be short-term renters using the access and invading private properties, the increase of parking it could create, cost of survey and woodchips the township would have to fund, who would do the upkeep on the paths, and the liability. It was suggested to have the scouts work on Deepwater Point Nature preserve instead.

Volunteer groups have asked if there are any projects in the township that need to be done. Jenema suggested to have a list put together for when they are approached by groups there is something in place for these requests.

2. Bayside Park Inventory & Maintenance

Jenema showed a map of the park indicating projects that still need to be completed. The section by the Shell Station, depression behind the bathhouse, retention spot by the entrance as a wetland plant area, bathhouse needs to be painted with repairs to the siding, overgrowth by the boundary fence line, raking and cleaning the beach area weekly. A lot of these tasks could be done by volunteers. There are still three benches available to adopt in the park. She suggested a way to prevent the erosion of sand coming into the grass areas, might be to build up the boulders as a barricade. Jenema would like to see something hiding the sprinkling system near the wetland area. It was discussed to either cover it with a fake boulder or surround it with plants that would conceal it. Wolf stated she received a call from a potential donor and wanted to know what could be suggested. The committee suggested playground equipment, a bench, swing bench, or donation toward a drinking fountain. A pricing report was previous completed on these items to give as an estimate for donations.

3. Information for Township Website: boat launches, memorial sites, maps, etc.

Wentzloff stated the township website is missing details on the boat launches and other information that should be on there to convey to the community. Wolf said she could update the information to the site. Jenema said they are working on land use permits and being able to pay online. Timmins said she would like to have on the website the pavilion rates and a way to reserve one. Smith suggested to put a calendar with dates the pavilions was available. Heffner

said there should be noted an area of the beach that you could swim with your dog.

4. East Bay Harbor Marina Request: clear brush/debris on neighboring Acme Township parcel 5655 US 31 North

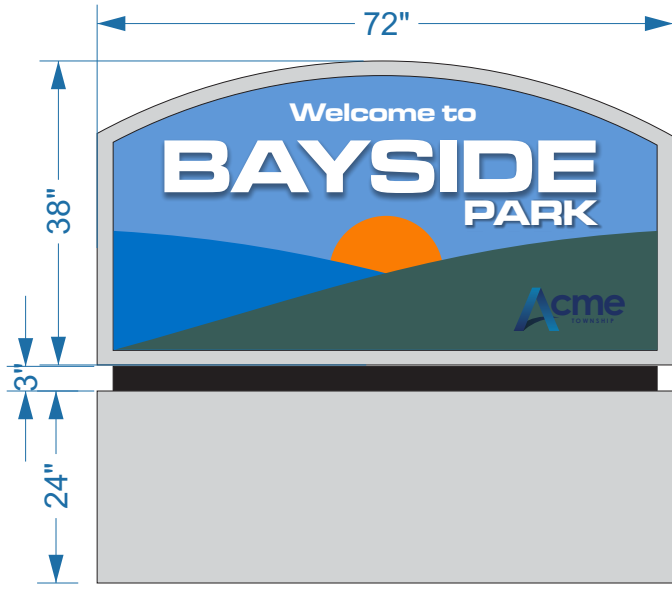
Jenema informed East Bay Harbor wants to clear the brush/debris on the boundary line so the marina can be seen. Autumn Olive plants need to be removed near the break wall by their property that belongs to the township. Heflin said there is a protocol to be followed by the Network for Invasive Specials before removing any vegetation. Lamott will mark what needs to be removed with someone from the board to assist before this is done.

H. PUBLIC COMMENT: Opened at 10:38 am

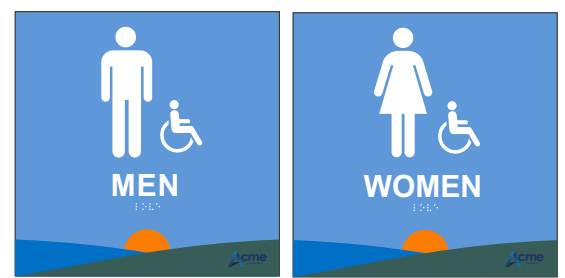
Brian Kelley, Acme resident, commented on the Shell Station following the stormwater ordinance to not have contamination going on the park's property.

Closed at 10:40 am

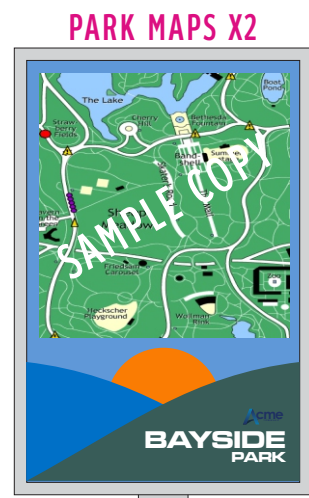
ADJOURN: Motion by Timmins to adjourn, seconded by Heflin. Meeting adjourned at 10:40 am



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



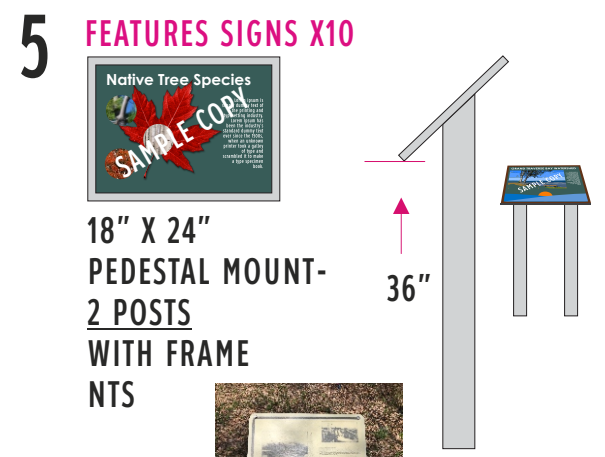
PARK MAPS X2

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

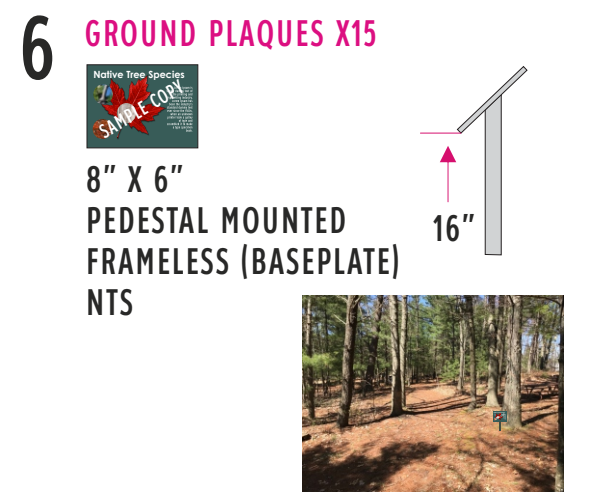


OVERLOOK SIGN X1

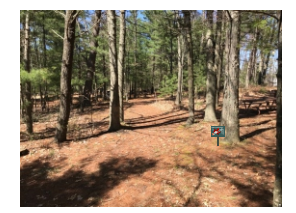
4 24" X 36" PEDESTAL MOUNT
 WITH FRAME - 2 POSTS
 NTS



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

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

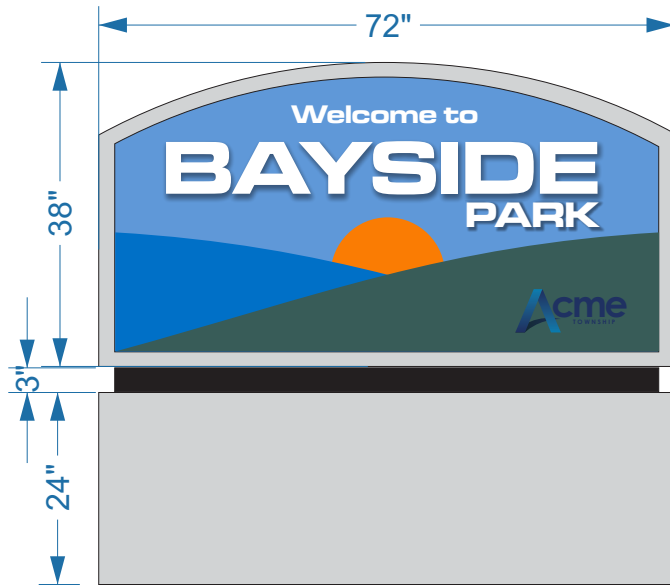
PANTONE COLOR MATCHING:
 PMS: AS SHOWN

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

VER 1

APPROVED:
 DATE:

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

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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:
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APPROVED:

DATE:

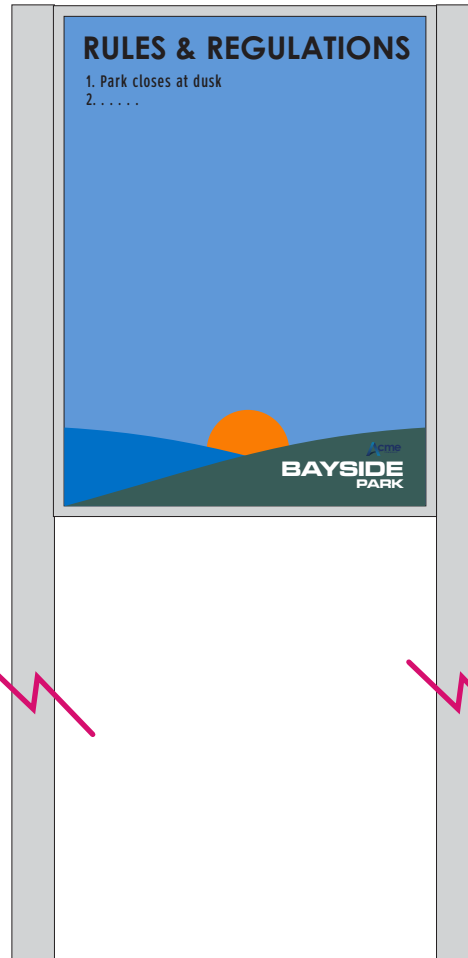
WAYFINDING X7



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



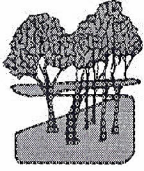
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FILENAME: 15521 PARKS LOGO	
FILE LOCATION: AMOR N:\ DESIGN \ ACME TOWNSHIP	

PANTONE COLOR MATCHING:
PMS: AS SHOWN

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



APPROVED:
DATE:



**ZIMMERMAN
LANDSCAPING, INC.**

Estimate

P.O. Box 163 Traverse City, MI 49685
 (231) 947-1170 Fax: (231) 947-7690
 e-mail: zimmland@zimmermanlandscaping.com

Estimate No. 019809 Salesman: JA
 Estimate date: Tuesday, August 27, 2019 Page: 1
 Expires: Friday, September 27, 2019

TO:

Acme Township

Item#	Description	Size	Quantity	Price	Total Amount
7747	THUJA/EMERALD GREEN ARB.	6-7 ft.	8	225.975	1807.80
02447	TRAVEL & LOADING - ZONE 3		1	86.000	86.00
				Sales Tax Total	66.41
				Total	<u>1960.21</u>

	Quantity	Dollars
Total Green Goods	8.00	984.00
Total Hard Goods	82.40	122.80
Total Labor	11.00	787.00

Note: The above prices are for estimating purposes only. Actual labor costs may vary, depending on individual circumstances.

Signature: _____

Date: _____

GUARANTEE: Our plant material is guaranteed for one full year from the time it was planted and becomes eligible for guarantee only upon receipt of payment in full. The guarantee limits replacement to one time only; replacement plants are not guaranteed. The guarantee is for one full year and covers 50% of the purchase price of the plant; and 100% of the labor if we installed the plant. Plant material is not guaranteed against: animal damage; vandalism; acts of God; improper placement by customer; or inadequate watering. The following materials carry no guarantee: Rhododendron (excluding P.J.M. varieties); Caryopteris and Buddleia species; Fruit trees; tea roses; all perennials; seeded materials (turf grass and wildflowers) and ground covers.

Barkeer creek — install \$125, bigger \$270, \$195
4' 5" \$85-90, 6' 7" \$86.25, \$129-3.9
195

Zimmerman landscape

Pine Hill



6' 7"

\$150 plastic pot

8' 7"

\$250 balled and burlap

install would be
half cost of plant

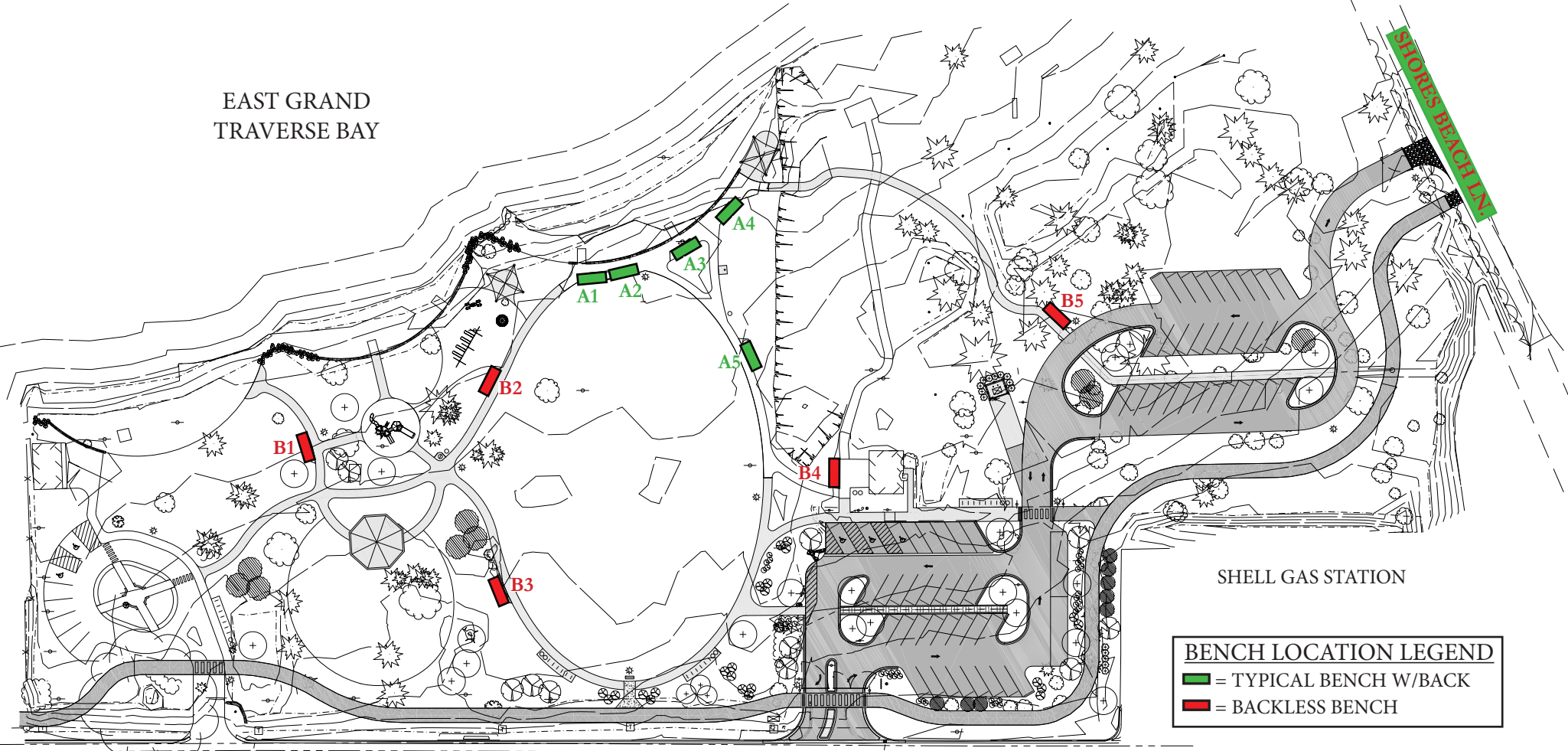


emailing quote

6' 7" price \$123

EAST GRAND
TRAVERSE BAY

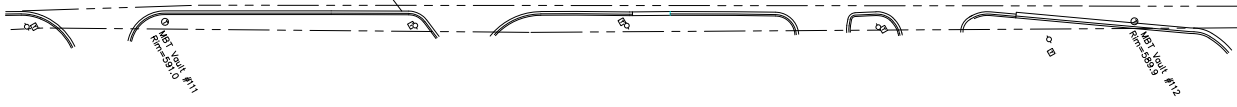
STORES BEACH LN



SHELL GAS STATION

BENCH LOCATION LEGEND
■ = TYPICAL BENCH W/BACK
■ = BACKLESS BENCH

US-31



*"A society grows great when old men plant trees
in whose shade they know they will never sit"*

Greek Proverb

**In Honor of Erick Takayama
1959-2018**

