

**Acme Township Meeting Minutes**  
**Subject: Long-term Parks Goals and N. Bayside Park Improvement Plan**  
**ACME TOWNSHIP HALL**  
**6042 Acme Road; Williamsburg, MI 49690**  
**Friday, November 6, 2015; 9:00am – 11:00am**

**Meeting began at 9:05am.**

**In Attendance**

Members of “Committee” appointed by Acme Board at its June 11, 2015, Special Board Meeting “Work Session on Parks” to look at long-term goals for the Parks:

Representing the Board: Gordie LaPointe (not present); Conservancy: Matt McDonough; Parks Advisory: Marcie Timmins; Parks & Building Maintenance: Tom Henkel.

Members of “Committee” appointed by Acme Board at its October 6, 2015, Regular Board Meeting to move forward to connect Tart Trails as presented by Julie Clark (TART) at that meeting:

Jim Heffner (not present); Amy Jenema; Marcie Timmins; Karly Wentzloff; Shawn Winter. Julie Clark, TART, was also present.

Invited by Marcie Timmins to facilitate meeting and take minutes: Jean Aukerman

**Desired Outcomes**

1. Determine long-term goals for Acme’s Parks based on June 11 Board vote and tied to Acme’s approved “Parks Master Plan for 2014 – 2019.”
2. Agree on actionable Preliminary Plan for North Bayside Park improvements.
3. Determine actions, deadlines, and ownership for all next steps.

**A. Opening remarks and process**

Jean explained Desired Outcomes. She also strongly recommended that Acme’s Objectives (projects) should be owned and driven by a leader from Acme rather than delegating that responsibility to someone from the Conservancy or TART. Matt McDonough (GTRLC) and Julie Clark (TART) concurred. Some discussion followed. Later in meeting, Jean introduced the “Issue Bin” concept where Committee Members can list any barriers to achieving Objectives that arise during the meeting – for resolving in future.

**No public comment.** No members of the Public were in attendance.

**B. Per Master Plan, discussion of long-term goals in three categories**

Sample Goals and Objectives tied to the Parks Master Plan were distributed by Jean to start discussion. Discussion and prioritization occurred. The joint Committee agreed to the following long-term Goals and prioritized Objectives to bring back to the Board:

**Goals based on Acme’s 5-year “Parks Master Plan 2014 – 2019”**

1. ACCESS TO BAY: Provide access to Grand Traverse Bay for all ages, all abilities.
2. ATTRACTIVE PARKS: Ensure parks are attractive, recreation opportunities are provided, water quality is protected.
3. TRAIL CONNECTIVITY: Connect park assets, shops, restaurants, and attractions through non-motorized transportation routes.

**Proposed Objectives, Priority, Acme Owner, Action/Deadlines – for Board approval**

## 1. ACCESS TO BAY

### ▶ **Priority 1**

**By September 1, 2016**, an improved, ADA-compliant Boating Access Site is opened at Sayler Park.  
Acme Owners: Jean Aukerman/Fund Raising; Jay Zollinger/Project Oversight  
Action/Deadline: Funds still needed. Aukerman/Zollinger to present status at Nov 10 Board Meeting.

### ▶ **Priority 2**

**By July 1, 2016**, Mobbi Mats are in safe operation at North Bayside for access by beach-goers in wheelchairs.  
Acme Owner: Marcie Timmins  
Action/Deadline: Marcie to speak with experts, determine options/costs by Dec 15.

### ▶ **Priority 3**

**By August 1, 2017**, an ADA-compliant canoe/kayak launch is in full operation at Bunker Hill site.  
Acme Owner: OPEN

### ▶ **Priority 4**

**By June, 2016**, a blueway route/"Water Trail" with specific Shore Access Zones is in operation in Acme Township.  
Acme Owner: Amy Jenema  
Action/Deadline: Amy to check status with Harry Burkholder by December 1.

## 2. ATTRACTIVE PARKS

### ▶ **Priority 1**

**By August 1, 2016**, at least 3 conspicuous and/or functional park projects are installed at North Bayside Park totaling <\$400k.  
Acme Owners: Shawn Winter, Amy Jenema  
Action/Deadline: Matt McDonough to call CZM Grant contact and ask: 1) if MDNR Trust Fund money can be used as match with CZM award; 2) what is/isn't eligible in terms of construction and activities. Matt to then update Shawn, Amy, Karly. Determine what specific CZM grant request and focus should be. Amy to present/gain approval for grant writer at Nov 10 Board mtg. Amount/focus for CZM grant to be presented to Board for approval at its December Board meeting. CZM grant deadline is December 18.

### ▶ **Priority 2 (Committee agreed this priority is critical in order to support/deliver Priority 1.)**

**By September 1, 2016**, a \$20k reserve for waterfront parks maintenance is in place with priorities set and managed.  
Acme Owners: Amy Jenema, Jean Aukerman  
Action/Deadline: Jean and Amy to confirm language (ex: "reserve" not accurate) by December 15.

### ▶ **Priority 3**

**By September 1, 2016**, a tight work plan and schedule are in place to manage Autumn Olive at Yuba Natural Area.  
Acme Owner: Shawn Winter  
Action/Deadline: Shawn to contact Angie Lucas, Americorps, others for information.

### ▶ **Priority 4**

**By August 1, 2017**, at least 1 conspicuous and/or functional improvement is installed at South Bayside Park totaling <\$150k.  
Acme Owner: OPEN

### 3. TRAIL CONNECTIVITY

#### ▶ **Priority 1 – Tied**

**By June 1, 2016**, minimum 10-ft wide trail is in operation from M72 to North Bayside Park, through Park and property immediately south and also through South Bayside Park.

Owner: OPEN

#### ▶ **Priority 1 – Tied**

**By September 1, 2017**, new TART trail is in operation from Bunker Hill parking area north to M72.

Acme Owner: OPEN

#### ▶ **Priority 3**

**By November 1, 2016**, TART trail connects M72 to Lautner trailhead via route through GTTC (Town Center).

Acme Owner: OPEN

#### ▶ **Priority 4**

**By September 1, 2017**, minimum 6-ft wide bike lanes are installed on Bunker Hill east to Launter and south connecting to South Bayside Park.

OPEN

#### ▶ **Priority 5**

**By September 1, 2017**, a fully-negotiated Trail Plan is ready-to-implement from North Bayside to Acme Township's north border.

Acme Owner: OPEN

### **C. Discuss components of Preliminary Plan; gain agreement**

**1. Re-visiting expectations of MDNR Trust Fund, Donors.** Matt McDonough reiterated that the Trust Fund expects acquired North Bayside parkland to be used for public recreation including amenities that facilitate public access. Donors and community members want to see something happening with the land. Committee discussed importance of: improved parking; trail connectivity within Park and north, east, and south of Park; need for Mobbi Mat(s) for safe water access for people using wheel chairs; irrigated open space; shelter area(s); using current rest room facilities – which still function well, rather than tearing down and building new.

**2. Review of a potential plan that answers expectations.** Shawn Winter showed a DRAFT Plan for North Bayside Park that he worked up using (free) software that was available to him. Discussion followed. All were pleased with Shawn's efforts to take the discussion from an earlier Parks Team meeting on August 11 and translate that discussion into a DRAFT Plan for review. Shawn explained that the software he used has some limitations that we should know about (ex: only does right angles – no curves when showing sidewalks and trails). Shawn's DRAFT Plan served as an excellent first tool to visualize the possible use of space at North Bayside Park.

Comments/discussion points included:

#### *Regarding fund raising for Park improvements*

- Figure out "Phasing" for improvements as it applies to fund raising (CZM and DNR Trust Fund Grants, etc.).
- Always be aware of which grants require "matching" dollars and how that can be achieved.
- Acme has skin-in-the-game (dollars) – great – but let's be sure to identify and track in-kind donations, where allowed, to further build Acme's "matching dollars" total.
- Conservancy interested in helping with fund raising.

- TART interested in helping with fund raising.

#### *Regarding Park's design and amenities*

- Consider irrigation within entire North Bayside Park – not just for the green space; get cost estimate.
- At beach area, consider seat walls instead of rip rap (ex: Clinch Park). Seat walls do same job as rip rap while using space better and being easier to maintain.
- Perhaps move playground under the trees next to the beach to provide a shaded area.
- Gardens and native species good place for signage/interpretation while also helping manage water issues.
- Add curves to trails/sidewalks etc.
- Consider having trail make a loop within North Bayside Park.
- Consider widening main trail to 12 feet due to likelihood/potential of heavy traffic (pedestrians, strollers, bikes, people pulling beach gear, etc.).
- Consult with/gain input from Disability Network on their recommendations.

#### *Regarding Park's connectivity*

- Connect trail all the way to M72/US 31 intersection; show it on the Plan.
- Need to consider safe connections to the other side of US31 so businesses can support “connections.”
- Show connection to Resort property on the Plan.

### **D. Review next steps, actions, deadlines, ownership RE North Bayside Park Improvements**

*See complete list of Actions/Deadlines under B.*

Specific to North Bayside Park and CZM grant (repeated from B):

Action/Deadline: Matt McDonough to call CZM Grant contact and ask: 1) if MDNR Trust Fund money can be used as match with CZM award; 2) what is/isn't eligible in terms of construction and activities. Matt to then update Shawn, Amy, Karly. Determine what specific CZM grant request and focus should be. Amy to present/gain approval for grant writer at Nov 10 Board mtg. Amount/focus for CZM grant to be presented to Board for approval at its December Board meeting. CZM grant deadline is December 18.

#### **Issue Bin**

- ▶ Are our Parks officially named – North Bayside Park and South Bayside Park? When can we officially name parks and have proper signage?
- ▶ RE “easements,” how are we managing these? Have we verified location and existence?
- ▶ Private business employees parking on public property (ex: Vet Clinic) – don't allow this.
- ▶ Need a Grant Strategy for North Bayside Park fund raising.
- ▶ What is status of Acme's Parks & Recreation Advisory committee?

**Meeting was adjourned at 11:08am.**

Respectfully submitted,

Jean Aukerman