

WHITEWATER TOWNSHIP
PARKS AND RECREATION ADVISORY COMMITTEE
AGENDA FOR REGULAR MEETING
Monday, January 9, 2023, 7 p.m.
Whitewater Township Hall
5777 Vinton Road, Williamsburg, MI 49690

Join Zoom Meeting:

<https://us06web.zoom.us/j/81632471718?pwd=VldmaW1uZ1dVWFpmcU4rOWZrT3Y4dz09>

Meeting ID: 816 3247 1718 Passcode: 303099

One tap mobile: +13092053325,,81632471718#,,,,*303099# Dial in: +1 309 205 3325

1. Roll Call of Committee Members
2. Set/Adjust Meeting Agenda
3. Declaration of Conflict of Interest
4. **Public Comment:** Any person shall be permitted to address a meeting of the committee. Public comments shall be carried out in accordance with the following rules and procedures:
 - a. Comments shall be directed to the Committee, with questions directed to the Chair.
 - b. Any person wishing to address the Committee shall speak from the lectern and state his/her name and address.
 - c. Persons may address the commission on matters that are relevant to township Parks and recreation issues.
 - d. No person shall be allowed to speak more than once on the same matter.
 - e. Public comment shall be limited to 3 minutes excluding the time needed to answer Committee members' questions.
5. Approval of December 13, 2022, meetings minutes
6. Correspondence: SPARKS Grant Submission and status of Boat Launch Project
7. Reports/Presentations/Announcements/Comments:

Reference for Grants: <https://docs.google.com/spreadsheets/d/1Z-s62J-AOq0hWf1JiR9a39dUdwPG8bIUUqwD3AvHeQg/edit#gid=634347005>

8. Unfinished Business:
 - a. BCNA tree removal – board action?
 - b. Lossie Trail wetland and improvements, EGLE preconstruction walk thru-scheduling
 - c. Hi Pray Park playground inspection
 - d. Lossie/BCNA trail signage – on hold
 - e. Revised Draft Bylaws to revise meeting dates
 - f. GT County ARPA Grant status
<https://www.gtcountymi.gov/documentcenter/view/20345/December-21-2022-ARPA-Awards>
 - g. SPARKS grant submitted for BCNA trail upgrades (see correspondence)
 - h. Budget items:
Capital projects:
\$81k in local ARPA approved for BCNA/ Lossie Trail improvements
\$95,917 GT County ARPA grant for LRNT wetland mitigation and trail improvements
\$?? for slide and toddler climber activity set for Park playground.

Maintenance items:
Hi Pray playground/ front flower bed/ batting cage weed removal, Diamond dust, mowing, etc.
BCNA/LRNT/Petobego maintenance mowing 3-4 times per year.

9. New Business:

- a. Special meeting request by Supervisor Popp for a Board special meeting regarding park rates.
- b. Discussion on next step for ARPA funded projects
- c. Election of Officers
- d. Resolution PRAC 23-01, 2023/2024 Meeting dates
- e. Bylaws review – postpone for possible update to meeting date ?

10. Next Meeting Tuesday, February 21, 2023

11. Public Comment

12. Adjournment

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who are planning to attend. Contact the township supervisor at 231-267-5141.

**Whitewater Township
Parks and Recreation Advisory Committee
Minutes for Regular Meeting
December 13, 2022**

Call to order 7:00 p.m.

Roll Call: Cosgrove, Hubbell, Melton, Voice

Absent: Butler

Set / Approve Agenda: Set

Declaration of Conflict of Interest: None

Public Comment: None

Approval of minutes:

MOTION by Cosgrove, second by Hubbell to approve November 14, 2022, meeting minutes.

Roll call vote: Butler-n/a; Voice-yes; Cosgrove-yes; Melton-yes; Hubbell-yes. Motion carried.

Reports/Presentations/Announcements/Comments/Correspondence:

Boat launch project has been approved to go out for bid.

Unfinished Business:

1. BCNA tree removal – no known board action. Popp stated in the November board meeting he was not going to get quote information from Largent for the additional tree removal. The project was not completed. Largent indicated that the full amount of the “up to” contract has not been maxed out so it would likely fall within the amount still available. Largent indicated that a center line of the trail just needs to be set and he could determine the trees that need to be addressed.

PRAC can get the numbers and present to the board.

PRAC needs to make a determination / decision of when a project is presented to the Board and out of PRAC hands.

Melton will contact Largent to get a quote.

2. Lossie Trail wetland improvements, EGLE preconstruction walk through requires a \$100 fee be prepaid. MiWaters website must be used to get the permit. This is the first step that must be addressed before any quotes or estimates can be gotten. Several members of the community have offered to pay the fee to get the project moving.

3. Hi Pray Park playground status update: everything has been completed. Another inspection is not required but will be scheduled and will be completed at no additional charge.

4. Lossie /BCNA trail signage – on hold.

5. Revised Draft bylaws to revise meeting dates – was not submitted to the board in time for inclusion in the December meeting. It has been presented for inclusion in the January board meeting.

6. GT County ARPA grants have been submitted. ARPA submissions list was in the Record Eagle. Public comment at the Commission meeting tomorrow morning, December 14 at 8 a.m. Additional meetings are scheduled for the 21st and 28th. The county hopes to announce on or before the 28th.

7. SPARKS grants – BNA trail improvements related to the management plan, specifically the trail to the beach with the overlook deck and the connect to the Lossie Trail.

Two resolutions were approved by the board for grant submittal. One resolution for BCNA and one for the Hi Pray walking trail. The park beach proposal did not get approved as it needs more detail.

In the first round of SPARKS grants the BCNA project is being pursued.

Will need more information and estimates for the Hi Pray Park walking trail and parking lot. Will get prices. The one

that came through for the trail was for a 10' wide trail. It does not need to be that wide. Will be able to get the information together for the walking trail and park beach grants for the second round.

PRAC board liaison will be Don Glenn.

There is a disconnect between the PRAC and the board.

The board indicated that the PRAC should have more input on projects at the park.

New Business:

1. Budget items: Have we gotten any input from the board on the "use it or lose it" funding – no roll over allowed year to year? The board can, apparently, change their mind each year. This will be a question for Glenn.

How can we budget for anything if it cannot be completed in one year?

Have we gotten any input from the board on what their top priorities are for PRAC to work on?

Slide, bench, table, infant swing and a play station for the smaller kids at the park playground - \$46,000.

Lossie Road Nature Trail, reinstate last year's \$25,000 for wetland mitigation.

BCNA, reinstate last year's \$15,000.

Diamond dust for the ball fields at Hi Pray Park.

October 17, 2022, the board motioned and approved 27.5% of the township ARPA fund for LRNT and BCNA.

Maintenance items for the budget will need to be put together. The trails need a maintenance plan. Recommend the trails and parking areas be mowed three to four times a year.

We will have a maintenance budget and capital improvements budget.

Next regular meeting: January 9, 2023, 7 p.m.

Public Comment:

Public comment - none

Adjournment: 9:01 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary

Applicant Information

1. All required fields are marked with an *.
2. Click **SAVE** to save changes.
3. See the Grant Program handbook [here](#) for additional information.

Name of Applicant (Government Unit)*	Unique Entity Identifier Number*	Sigma Vendor Number*	SIGMA Address ID*
Whitewater Township	N/A	CV0023927	002

Organization Type*

Local Unit of Government

Name of Authorized Representative*

Cheryl A. Goss

Title*

Whitewater Township Clerk

Address*	City*	State*	ZIP*	County*
5777 Vinton Rd.P.O. Box 159	Williamsburg	MI	49690	Grand Traverse County

Telephone*

(231) 267-5141

E-mail*

clerk@whitewatertownship.org

State House District*

District 104

State Senate District*

District 37

U.S. Congress District*

District 1

The following link contains District Maps - <https://www.michigan.gov/micrc/mapping-process/final-maps>

Proposal Title (Not to exceed 60 characters)*

Battle Creek Natural Area Improvements

Address of Site*

7647 Skegemog Point Rd

City, Village or Township of Site*

Williamsburg

Zip*

49690

County in which Site is located*

Grand Traverse

What is/will be the applicant's type of ownership and control of the property?*

☒ Fee simple ownership. Please upload the deed and site control form which can be found in the handbook.

Site Control Form and Deeds for Battle Creek Natural Area.pdf

Less than fee simple. Explain what rights the applicant has and what agency holds the underlying fee simple ownership.

Lease/Easement. Upload a copy of the lease/easement and site control form which can be found in the handbook.

Latitude/Longitude at park entrance*

44.796652

-85.353662

DNR Only
Regional Partner
Project Category
Comments

Narrative Details - Part 1

1. All required fields are marked with an*.
2. Click **SAVE** to save changes.
3. To add rows to a section, click the + button.
4. See the Grant Program handbook [here](#) for additional information.

Park Name*

Battle Creek Natural Area

Is this an existing park?*

☒ Yes

No

If yes, please explain what features currently exist at the park?

The Battle Creek Natural Area is located at the south end of Elk Lake and includes 255 acres with approximately 2300 feet of lake frontage. This natural area has a variety of diverse habitat and vast ecological systems. Battle Creek is a designated trout stream. Other features include wetlands, a red pine plantation, upland forest and approximately one-half mile of frontage on Elk Lake. There is an unpaved parking lot at trail head. Trail system that extends around to Huebner Pond and Dam. There are two benches, and a spur trail intended to access a future trail toward the beach area including an overlook deck. The Boy Scouts created and placed a bench on the beach, but it is currently inaccessible from land. This beach area is a designated stop on the Paddle Antrim Chain of Lakes Water Trail route. The pond has a dam which feeds into the Battle Creek and continues toward Elk Lake and towards our Lossie Road Nature Trail.

If you are submitting multiple Spark applications, what is the priority for this application? (1=highest)*

1

Proposal Description

What do you want to do?*

Create a safe, accessible, public natural trail system that includes several improvements that align with the BCNA management plan.

In August 2015 we had a high winds storm that devastated the Battle Creek Natural Area (BCNA) and Lossie Road Nature Trail (LRNT) properties. We received federal funding to compensate for the tree cleanup, but unfortunately the spur trail that went to the lakeshore could not be recovered. In 2020, during the pandemic we had an increase in public interest and usage in our natural trail systems. August 2021, the BCNA and LRNT properties experienced another high-wind storm event that ravaged the trails and caused over 140 fallen or leaning trees to be directly within the walking path. The township board approved \$67,200 to help mitigate both trail clean-up projects, but the project was not fully completed due to additional unknown areas that were damaged. The devastation of these areas made it practically impossible to walk through the entire trail system at the initial assessment. The township hired a professional arborist to create a Hazardous Tree Inventory report. We were able to contract the work of the Grand Traverse Conservation District (GTCD) for the main impassable trails. However, we have more work to clear the spur trail section to the lakeshore and beyond the pond trail. The Parks and Recreation Advisory Committee (PRAC) has engaged with the Grand Traverse Regional Land Conservancy (GTRLC) and the GTCD to partner with this project and other needed trail improvement projects. The township board has also approved some local ARPA funding to create a loop trail system on BCNA property.

This property was acquired in partnership with the Grand Traverse Regional Land Conservancy in 2007 and the township adopted the BCNA Management Plan in 2008 and later revised in 2010. There was also a property just south acquired by the township in 1992 that is also incorporated in this management plan called Lossie Road Nature Trail.

Our goal is to create a safe, accessible, public natural trail system that includes these improvements:

- A. completion of a trail toward the Elk Lake water frontage
- B. addition of an overlook deck
- C. addition of educational signs and markers
- D. create a connector trail to our Lossie Road Nature Trail
- E. parking lot improvements

A. Currently, the BCNA spur trail that was intended to allow access to the water is inaccessible due to storm damage and wet areas. The old trail (prior to 2015) was so devastated that it could no longer be found. There was a spur trail recreated off the main trail after this 2015 storm but was never completed due to the extensive damage and funding. This project would incorporate the cleanup of this existing trail and tree removal for approximately a half-mile to create the new trail allowing access to the water. We would like to work with the Grand Traverse Regional Land Conservancy (GTRLC) to recreate a low maintenance, natural walking trail. Using natural vegetation and tree cover to improve the path and reduce erosion will allow for the lowest amount of ongoing required maintenance.

B. The BCNA Management Plan includes a specific requirement to add an elevated overlook deck at the water and has been on our Recreation Plan Capital Improvement list. This deck is to be 20ft by 30ft and made from treated wood. This will have railings for safety and appropriate signage.

C. We would like this natural area to be a learning environment for children and the general public. We plan to add several educational signs providing details of the habitat, trees, animals, and water attributes.

D. The BCNA Management Plan also includes a trail connector between the BCNA trail and the LRNT. Whitewater Township has an existing trail system just south of the BCNA properties, called Lossie Road Nature Trail. There is a short section where these properties do connect, which would be ideal to create a natural walking trail connection. This area has heavy tree overgrowth and fallen trees, which would be opened up when creating this trail system. The Battle Creek runs from Huebner Pond into this LRNT property. It would be ideal to create this connector trail along this creek bed giving the most beautiful views and accessibility to fisherman.

E. Our parking lot is currently unpaved and uneven. We would like to create better signage and flat ground for ADA accessible parking spots.

1. Public benefit and anticipated outcomes

1a. How was the community negatively impacted by COVID? How does this project address that? (Maximum of 10 Points)*

Our community was affected by COVID in many ways; lost jobs, isolation causing loneliness, depression, addiction and general reduced mental and physical health. According to Mental Health America, within the last two years during the pandemic, 5.4 million people took a mental health screening, a 500% increase. From these screenings, 76% of US citizens were positive with moderate to severe symptoms of mental health conditions. Due to the increase in mental and physical health issues, our healthcare systems were and still are put under extreme strain.

It has been proven that individuals spending time in nature are happier, healthier and have less stress. They are less likely to display anxiety disorders, depression and more likely to report high levels of happiness and well-being. A healthy community leads to fewer hospitalizations, putting less stress on our healthcare systems. BCNA trail system is an incredible natural area that helps with mental health as well as education. We have several local schools and preschool programs who could potentially use this area for field trips to create a learning experience about science, environment, wildlife, geology and ecosystems. This provides free education to our surrounding community and school districts about the habitats in the area and being outdoor helps with the mental and physical health for everyone. Lastly, they provide a cost-free way to exercise and be together with family and friends.

1b. How will this project contribute to strong healthy communities that promote health and safety? (Maximum of 8 Points)*

After the pandemic began, many individuals became very cautious to be in public. These outdoor natural areas and trails allowed for safe distances to be healthy. This project will provide healthy, safe, and free natural walking trails, which improves mental health and provides educational experiences. Being a beginner trail level, it accommodates all age groups and people with slight physical and mental disabilities. This will also afford families a unique and local place to use these trails to create adventures and memories that will last.

Anyone who has the interest in walking, biking, cross country skiing, or snow-shoeing through a beautiful untouched natural area will benefit. This natural area is also open for hunting and fishing activities, which can only be accessed safely through these trails. The trails give a place for young students to go and get away from electronics, which leads to natural learning. This also provides a healthier environment for them to breath clean air, stretch and exercise. The families, hunters, and everyday outdoors people will all benefit.

Green areas help with carbon emissions making the environment a cleaner healthier place. Our watershed also keeps our lakes filtered, increases biodiversity, carbon storage, nutrient cycling and so much more.

Due to the extreme wind damage there are many trees that have fallen or are leaning over these trail systems, which is a huge safety concern for walkers. This project will address this issue.

1c. What kind of stakeholder and community input did you have? (Maximum of 4 Points)*

The Parks and Recreation Advisory Committee (PRAC) had a public input process during our updated 5-year Recreation Plan of 2020 to evaluate the needs and wants of the community. Part of this was a public survey that resulted in a high rating of natural walking trails and specifically for the Battle Creek Natural Area and Lössie Road Natural Trails. The township also conducted an ARPA survey September 15, 2022, which resulted in Parks and Recreation improvement projects being the 4th most important to the community. Based on both extensive public input measures, it is very apparent the community wants safe natural trails to enjoy with their families.

We have been working with guidance from experts, such as the Grand Traverse Conservation District, the Grand Traverse Regional Land Conservancy, and the Michigan Department of Environment, Great Lakes and Energy. We have met with the GTRLC several times to discuss strategies on creating a more sustainable trail, improving it by creating a safe path to regain access to the ½ mile of inaccessible beach area. We hope to work with EGLE to evaluate the watershed and ecosystem of this natural area to keep these clean and safe, which will keep these areas green and reduce carbon emissions in the area.

We are also addressing the BCNA Management plan to improve the path to the beach area, provide the deck overlook, and making a connector trail to LRNT

While not a requirement for funding, is this project part of a community recreation or capital improvement plan?*

Whitewater Township does have an updated 5 year Parks and Recreation Plan, valid for 2021 through 2025, filed on the MiGrants website. This project is currently included on this plan as item 6 and 7 on our capital improvements project list. The first 5 projects either have been completed or are in process through other funding.

Please provide examples of documented stakeholder and community input that you have (including Letters of Support).

Letter of Support Battle Creek Natural Area 20221207.pdf

Appendix 15 2020 Parks and Recreation Survey Results and comments report highlighted.pdf

1d. Certified Resolution from the highest governing body (Maximum of 2 Points):*

Resolution 22-19 Approval to Submit Sparks Grant Application BCNA-LRNT.pdf

2. Access to the Project Site

2a. Access to the Project Site: Based upon the geographic location of the proposed project, the DNR will determine what portion of the community's population will be within a half mile of the project site. (Maximum of 7 Points)

2b. How will the public reasonably access the project site. Select all that apply.* (Maximum of 7 Points)

☒ Vehicle

Bus stop within 0.25 miles

Sidewalk

☒ Boat/Kayak

☒ Bike

☒ Trail

Dial-a-ride

2c. What programs and partnerships currently exist that bring people to your project and activate the space? Example – Summer camp, farmers market, music in the park etc. (Maximum of 3 Points)

Currently, we are a designated rest stop for the Paddle Antrim Chain of Lakes Water trail system. The Chain of Lakes Water trail is a 100+ mile inland water trail made up of 12 lakes and interconnected rivers, which flow into the East Grand Traverse Bay of Lake Michigan. There are 20 access site owners and 84 access sites. The Battle Creek Natural Area is one of these designated rest stops along this route.

After this project upgrade, we hope to partner with the local schools, Cub Scouts, Boy Scouts, Girl Scouts, and other educational programs. The educational trail markers will provide a learning experience that would have a great potential for daytime field trips. The Scouts could utilize this natural environment for some of their learning and earning badges. They use outdoor exploration to teach Character Development, Citizenship, Personal Fitness, and Leadership skills.

There are other trail system apps that we hope to get added to such as; Trail Link, Outdoor Active, AllTrails, GAIA GPS, etc.

3. Financial and Social Considerations

Household income, park density, and health are all important attributes of a strong, healthy community and the basis for the social and financial scoring section. DNR will score this section based on statewide available data and the geographical location of the proposed project. (Maximum of 19 Points)

DNR Only

Narrative Details - Part 2

1. All required fields are marked with an *.
2. Click **SAVE** to save changes.
3. To add rows to a section, click the + button
4. See the Grant Program handbook [here](#) for additional information

4. Clarity of scope and ability to execute

4a. Provide your targeted dates for the following project milestones.* (Maximum of 10 Points)

	Target Completion Date	Description of Timeline
Public Input	6/1/2023	Upon receiving the approval of these grant funds, we would request the board to move forward with Notice to the Public for a public input meeting date as early as possible.
Planning and Design	10/1/2023	We will bring in experts such as the Grand Traverse Regional Land Conservancy and work with an engineering firm to evaluate the project details, public input and comments, and board recommendations to create sealed drawings and specification packet.
Bidding (must be complete by 12/31/2024)	1/1/2024	We will seek competitive bids through the standard sealed bid process to select contractors.
Construction (must be complete by 10/31/2026)	10/1/2024	We would start construction early spring, after frost laws are lifted.
Programming and activation	5/1/2025	We plan to have a Grand Opening for the public, local organizations and partners of this project.

Conceptual Site Development:*

2022 BCNA Trail Improvements Conceptual map and Aerial print.pdf

Do you have a Licensed Landscape Architect, Engineer, or Architect under contract or on staff for this project?*

Yes ☐ No ☒

Are construction plans and specifications available?*

Yes ☐ No ☒

4b. Are Federal, State and/or Local permits required for the project?*

Yes ☒ No ☐

TYPE OF PERMIT	PERMITTING AGENCY	EFFORTS TAKEN TO OBTAIN PERMIT OR DETERMINING PERMIT REQUIREMENTS	Permit Status
Land Use Permit	Whitewater Township	Application to be submitted after final design	Initial Consultation
Soil Erosion	Grand Traverse County	Application to be submitted after final design	Initial Consultation
EGLE Wetlands	State of Michigan	Application to be submitted after final design	Initial Consultation
Construction Permit	Grand Traverse County	Application to be submitted after final design	Initial Consultation
Is there any evidence of contamination within the project area?*		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

Select all the following project partners or support staff.

Contact Name	Description
<input checked="" type="checkbox"/> Local Government Staff	Cheryl Goss Whitewater Township Clerk
<input checked="" type="checkbox"/> Non-Profit Organization/Group	Deana Jerdee Paddle Antrim
<input checked="" type="checkbox"/> Non-Profit Organization/Group	Jennifer Flynn SEEDS
<input checked="" type="checkbox"/> Non-Profit Organization/Group	Amanda Scott Youth Works
<input checked="" type="checkbox"/> Community Foundation	Gina Thornbury Grand Traverse Regional Community Foundation
<input checked="" type="checkbox"/> Regional Planning Agency	Robert Carson Networks Northwest
<input checked="" type="checkbox"/> Volunteer	Parks & Recreation Advisory Committee This is a 5 member committee appointed by the township board.
<input checked="" type="checkbox"/> Volunteer	Young Marines Traverse City Young Marines
<input checked="" type="checkbox"/> Friends Group	
<input checked="" type="checkbox"/> State or Federal Agency	Joshua Crane Michigan Department of Environment, Great Lakes & Energy
<input checked="" type="checkbox"/> Land Conservancy	Steve Lagerquist Grand Traverse Regional Land Conservancy. Steve has walked this area and these trails with us in the past couple years to help develop these trail improvements.
<input checked="" type="checkbox"/> Other	Matt Haro Arborist, Parshall Tree Care
<input checked="" type="checkbox"/> Other	Tribal Council Grand Traverse Band of Ottawa and Chippewa Indians

5. Access to new opportunities for people of all abilities

5a. Please select what groups you have received feedback from and upload the associated support documentation.* (letters, plan review comments, testimonials, etc.) (Maximum of 5 Points)

No feedback received.

Center for Independent Living

Center for Assisted Living

☒ Local or regional Disability Network

Physical or Recreational Therapist

2021-2025 Recreation Plan Appendices P highlighted.pdf

☒ Individual

Appendix 15 2020 Parks and Recreation Survey Results and comments report highlighted.pdf

Formal Group or Organization

☒ Other

arpa_survey_report_2022_c highlighted.pdf

5b. What specific features make your project unique and can clearly show that input from the above groups has been incorporated?*
(Maximum of 10 Points)

This is the only natural area and unimproved beach on Elk Lake that is accessible by the public. This one-half mile of frontage on Elk Lake is the longest undeveloped shoreline remaining on Elk Lake. This project would provide access to the striking views of this shoreline with the addition of the trail and overlook deck. When the GTRLC assisted with the acquisition of these properties, we were given a management plan to encourage some improvements. Unfortunately, we have not had any direction, assistance or funding to further this until recently. With the help of Steve Lagerquist with the GTRLC, we have re-engaged our township and board to make these improvements. This project specifically addresses the trail spur toward the shoreline, the overlook deck, the connector trail to Lossie Road Nature Trail, as well as parking lot improvements for people with all abilities. We already have a natural trail (LRNT) just south of the BCNA property that does not connect. This proposed ¾ mile connector trail from BCNA to the LRNT trail system will encourage more community experiences and opportunities to explore the combined 7-mile trail systems and Battle Creek itself. This simple connector will allow access from Cook Road all the way to the pond and the lakeshore.

This project is very much in line with our community input from the attached (5a.) survey from 2020 and clearly shows their input has been incorporated. There are many positive comments regarding our natural trails and properties and specifically to the much-needed improvements to the BCNA trails. See the files under additional information that include our 5-year Recreation Plan including the BCNA Management Plan as well.

6. New Construction, Renovation and Future Maintenance

Please do not include mobilization, site work, etc. in the scope list.

Questions 6a1 and 6a2 - Maximum of 7 points.

6a1. Is new construction part of your project?*

☒ Yes

No

If yes, please identify the major components of your construction project.

Scope List

Brief Description

Overlook or Observation Deck

As per the management plan, adding this overlook deck to Elk Lake will allow for incredible scenic views of the water, beach, and lower forest.

Boardwalk

A boardwalk will be made to create a safe way to traverse the wetlands. It will keep the wetlands undisturbed and allow the water to flow freely.

Pedestrian Bridge

The connector trail will be crossing over Battle Creek and will need a footbridge for people to cross safely and afford a beautiful viewpoint of the creek.

Trail 8' wide or more

We are creating a spur trail to access the beach overlook deck. We are also adding a natural walking trail connector between BCNA and LRNT trails.

Site Amenities (Benches, Picnic Tables, Trash Bins, Signage, etc.)

We plan to add educational signage at this overlook deck and benches.

6a2. Is this renovation (replace with the same scope item) or redevelopment (change of use with similar footprint) part of your project?*

☒ Yes

No

If yes, please identify the major components of your construction project.

Scope List

Brief Description

Age of existing item in years?

Trail 8' wide or more

Some of the trail system will need to be redirected to angle toward the overlook deck.

10-20 years

Parking Paved with Accessible Spaces

We will add a paved area in the current parking lot for ADA accessibility. We would like most of the lot to remain as natural as possible.

10-20 years

What mechanisms and resources are in place to maintain this investment? Please check all that apply.*

☒ General Fund support for Parks and Recreation

Mileage

Endowment Fund

☒ Grants

Friends Group

☒ Dedicated Parks and Recreation Staffing

None of the above

☒ Other

Community volunteers

Based upon the existing mechanisms and resources, how long could you maintain this investment?*

The township has established a recreation maintenance budget and will continue to do so as these trail systems become more important. As public lands, the township has a duty to maintain this property in perpetuity.

6b. Describe the selection of materials, the way the project is designed, and other features that make it sustainable.* (Maximum of 2 Points)

We will rely on the engineer to recommend the most sustainable design and materials for this project overall. The overlook deck, bridge, and boardwalks will utilize materials rated for longevity and reduced maintenance. For instance, we will investigate the deck material for water shedding and drainage properties in order to prevent safety and maintenance issues. Updated signage will help maintain the trails by increasing the level of usage and general community knowledge of these great natural resources. We would like to work with the GT Regional Land Conservancy to help with modifying existing trail in creating this connecting loop to be more 'natural' and sustainable. There is more tendency for people to walk a trail to a beautiful overlook destination. More walkers will create natural footpath instead of an open pathway that requires mowing and more maintenance. As the new trails are designed, we will create the routing to make these trails with the least amount of boardwalk.

6c. What design features or considerations in your project reduces long term maintenance?* (Maximum of 2 Points)

It is anticipated that increased trail usage will result in more communication by users reporting trail maintenance issues, such as downed trees, debris, water levels, deck/boardwalk concerns or garbage that would require immediate attention. The sooner we know about needs, the quicker we can support manpower and funding to keep up with safe trail management.

As the community usage increases, it will be important for the township to include additional funds in a yearly budget for maintenance and future improvements. Based on the feedback and support of the community from our recent surveys, this will also help promote future trail improvement projects. We also have good neighboring community members who have volunteered to clean up or communicate to the township areas needing maintenance.

DNR Only

Financial Details

1. Click **SAVE** to save changes and generate calculations.
2. To add rows to a section, click the + button.
3. See the Grant Program handbook [here](#) for additional information.

<u>Budget Categories</u>	<u>Need for project?*</u>		<u>Total Cost</u>
Pre-planning - Only includes conceptual designs, public input, public surveys and other meetings.	<input checked="" type="checkbox"/> Yes	No	\$10,000
Administration - Internal activities necessary to support the oversight and implementation of the project. This category is capped at 5% of the Project Subtotal.	<input checked="" type="checkbox"/> Yes	No	\$5,000
Project Permitting, Plan Designs and Oversight - This category is capped at 25% of the Project Subtotal.	<input checked="" type="checkbox"/> Yes	No	\$40,000
Construction	<input checked="" type="checkbox"/> Yes	No	\$253,400
Programming	<input checked="" type="checkbox"/> Yes	No	\$1,000
Equipment - directly related to activities supporting the construction improvements of the project; maintenance equipment is not eligible.	Yes	<input checked="" type="checkbox"/> No	\$
	Subtotal		\$309,400
This program does permit the use of funds to cover indirect costs. Do you want to include indirect costs in this project?*			
<input checked="" type="checkbox"/> Yes	No		
Does your organization have a current Negotiated Indirect Costs Rate Agreement?			
Yes	<input checked="" type="checkbox"/> No		
If no, the maximum indirect rate is 10%	Indirect Rate	1.00%	\$3,094
	Budget Total		\$312,500
Grant amount requested*			\$312,500
Does this project have match?*	Yes	<input checked="" type="checkbox"/> No	
Total Match			\$
Total Project Cost			\$312,500
Maintenance - Funding identified is based upon possible need to help support maintaining the project. Please note that the spark grant does not allow for ongoing maintenance, however the DNR may utilize this information to help align additional funding opportunities.			
			\$5,000
DNR Only			

Additional Information

1. Click **SAVE** to save changes.
2. See the Grant Program handbook [here](#) for additional information.

Additional Information

Provide any additional information relevant to the project such as site photos, support letters, surveys, etc.

Whitewater Township 2021-2025 Recreation Plan (uploaded below)

Battle Creek Natural Area Management Plan (uploaded below)

For additional reference information, see Whitewater Township website at: www.whitewatertownship.org

Title:

Document Upload:

2021-2025 Recreation Plan

BCNA Management Plan

2021-2025 Recreation Plan after Twp Board Adoption with Appendices.pdf

BCNA Management Plan amended oct 2010.pdf

Certification by Authorized Official

1. Click **Save** to save changes.
2. Only an Authorized Official may complete this page.

- ☒ By saving this page, I certify that I am a designated official for the applicant and that all statements on this application and the attachment hereto are true, complete and accurate to the best of my knowledge.
- ☒ I understand that if funded, all funds must be obligated into third party contract by December 31, 2024.
- ☒ I understand that if funded, this project will need to be fully expended and completed by October 31, 2026.

Cheryl Goss
Authorized Official

12/15/2022 3:06:37 PM
Date

Proposed Notice of PRAC Regular Meeting Change

**PUBLIC NOTICE OF WHITEWATER TOWNSHIP
REGULAR MEETINGS FOR THE 2021/2022 FISCAL YEAR
to be held at the Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690
(231) 267-5141**

The **Whitewater Township Board** will meet in regular session for the 2021/2022 fiscal year on the following dates at 9:00 a.m. at the Whitewater Township Hall:

April 13	August 10	December 14
May 11	September 14	January 11
June 8	October 12	February 8
July 13	November 9	March 8

The **Whitewater Township Planning Commission** will meet in regular session for the 2021/2022 fiscal year on the following dates at 7:00 p.m. at the Whitewater Township Hall:

April 7	August 4	December 1
May 5	September 1	January 5
June 2	October 6	February 2
July 7	November 3	March 2

The **Whitewater Township Zoning Board of Appeals** will meet in regular session for the 2021/2022 fiscal year on the following dates at 7:00 p.m. at the Whitewater Township Hall:

April 22	August 26	December 16
May 27	September 23	January 27
June 24	October 28	February 24
July 22	November 18	March 24

The **Whitewater Township Parks and Recreation Advisory Committee** will meet in regular session for the 2021/2022 fiscal year on the following dates at 7:00 p.m. at the Whitewater Township Hall:

April 12	August 9	December 13
May 10	September 13	January 10 ¹⁷
June 14	October 11	February 14 ²¹
July 12	November 8	March 14 ²¹

The **Whitewater Township Historical Society** has no meetings scheduled as of the date of this notice.

Whitewater Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities who plan to attend. Contact the township clerk at (231) 267-5141 x24, clerk@whitewatertownship.org, or the TDD at 800-649-3777 at least 5 days in advance.

Cheryl A. Goss, Clerk

Posted: March 25, 2021, at 2:30 p.m.

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) and (3), and the Americans with Disabilities Act (ADA).

A copy of this notice is on file in the office of the clerk.

Resolution #PRAC23-01

Resolution for Whitewater Township
Parks and Recreation Advisory Committee
Regular Meetings for 2023-2024
Whitewater Township
Grand Traverse County, Michigan

Be It Resolved that the Whitewater Township Parks and Recreation Advisory Committee will meet in regular sessions for the 2023/2024 fiscal year on the following dates at 7 p.m. at the Whitewater Township Hall, 5777 Vinton Rd., Williamsburg, Michigan.

Tuesday, April 18, 2023
Tuesday, May 16, 2023
Tuesday, June 20, 2023
Tuesday, July 18, 2023
Tuesday, August 15, 2023
Tuesday, September 19, 2023
Tuesday, October 17, 2023
Tuesday, November 21, 2023
Tuesday, December 19, 2023
Tuesday, January 16, 2023
Tuesday, February 20, 2024
Tuesday, March 19, 2024

A motion to adopt the foregoing Resolution was made by _____ and seconded by _____.

Upon roll call vote, the following voted:

Butler -
Cosgrove -
Hubbell -
Voice -
Melton -

Resolution declared adopted.

I, _____, Secretary of the Whitewater Township Parks and Recreation Advisory Committee, Grand Traverse County, Michigan, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Whitewater Township Parks and Recreation Advisory Committee of said municipality at a regular meeting held on _____, relative to the adoption of Resolution #PRAC23-01.

Whitewater Township Parks and Recreation Advisory Committee

Bylaws

The following rules of procedure are hereby adopted for the Whitewater Township Parks and Recreation Advisory Committee to facilitate the performance of its duties as outlined by the Whitewater Township Board of Trustees and General Ordinance No. 48.

SECTION 1: Membership

- A. Membership Size** The Parks and Recreation Advisory Board shall consist of five (5) members.
- B. Membership Terms of Office** Members are appointed by the Whitewater Township Board of Trustees for staggered three year terms and expire on December 31. Members are expected to serve until their term expires and a successor has been appointed as provided above.
- C. Membership Departure** Members who are unable or unwilling to serve the entire terms for which they were appointed or who do not wish to be considered for reappointment shall provide sixty (60) days advance written notice of that fact to the Whitewater Township Board of Trustees so that a successor may be appointed and approved in a timely manner that does not require the Committee to function with less than the five (5) members provided.
- D. Membership Qualification** All members shall be either qualified electors of the Township of Whitewater or a property owner within the Township.
- E. Liaisons** The Township Parks and Recreation Administrator (including agents or consultants) shall have the ability to participate in discussions of the Committee during their meetings.

Section 2: Officers

- A. Selection and Tenure** At the first regular meeting each January, the Parks and Recreation Advisory Committee shall select a Chairperson and Vice Chairperson. A recording secretary will be provided by the Township Board of Trustees. All officers shall serve a term of one year, and shall be eligible for re-election for consecutive terms for the same office. The newly elected officers shall assume their responsibilities at the next regular meeting. If due to unforeseen circumstances, the Parks and Recreation Advisory Committee is unable to elect officers at the January meeting, those officers whose terms as officers have expired and who remain as active members of the Parks and Recreation Advisory Committee shall continue their services as officers until elections are held.

- B. Chairperson** The chairperson shall prepare the agenda for the meetings with assistance from the Park and Recreation Administrator and shall preside at all meetings and perform such other duties as may be ordered by the Township Board of Trustees.
- C. Vice Chairperson** The Vice Chairperson shall act in the capacity of the chairperson in his/her absence.
- D. Recording Secretary** The Recording Secretary will be appointed by the Township Board to record the discussions, recommendations and actions taken by the Committee. The Park and Recreation Administrator may be appointed to this position by the Township Board of Trustees.

SECTION 3: Meetings

The business of the Parks and Recreation Advisory Committee shall be conducted at a public meeting held in compliance with the Open Meetings Act.

- A. Regular Meetings** Meetings of the Parks and Recreation Advisory Committee shall be held on the second Monday of each month. All meetings shall take place at Whitewater Township Hall, 5777 Vinton Road, Williamsburg, MI 49690 at 7:00 P.M. When a regular meeting falls on a legal holiday or upon a day resulting in a conflict, the Parks and Recreation Advisory Committee shall, if possible select a suitable alternate meeting date in the same month as the originally scheduled meeting. If a meeting is to be held at a location other than the Township Hall, notice shall be posted at the Township Hall and on the Township website.

Notice of regular Parks and Recreation Advisory Committee meetings shall be posted at the Township Hall each year in accordance with the Open Meetings Act and on the Township website.

- B. Special Meetings** Special meetings may be called by the Chairperson or upon written request to the Parks and Recreation Administrator by at least two members of the Parks and Recreation Advisory Committee. Notice of special meetings shall be given to the members of the Parks and Recreation Advisory Committee at least 48 hours prior to the meeting. Such notice shall state the purpose, time and location of the special meeting and shall be posted at the Township Hall and on the Township website in accordance with the Open Meetings Act.
- C. Agenda** The chairperson shall be responsible for preparing a tentative agenda, with the assistance of the Park & Recreation Administrator, for Parks and Recreation Advisory Committee meetings. The agenda may be modified by quorum of the Committee. In the instance of a special meeting, the agenda may be modified only with all members present at the meeting and in agreement.
- D. Quorum** Three (3) members of the Parks and Recreation Advisory Committee shall constitute a quorum for transacting business.
- E. Voting** Actions or motions placed before the Parks and Recreation Advisory Committee may be adopted by a majority vote of the members present and voting, as long as a quorum is present. Voting shall be by voice vote; a roll call vote shall be required if requested by any Committee member or directed by the Chairperson. Except in the case

of conflict of interest, all Parks and Recreation Advisory Committee members, including the Chairperson shall vote on all matters.

- F. Public Records** All meetings, minutes, records, documents, correspondence and other materials of the Parks and Recreation Advisory Committee shall be open to public inspection in accordance with the Freedom of Information Act, except as may otherwise be provided by law.
- G. Parliamentary Procedure** Parliamentary procedure in Parks and Recreation Advisory Committee meetings shall be governed by Roberts Rules of Order.

SECTION 4: Duties of the Parks and Recreation Advisory Committee

The Parks and Recreation Advisory Committee shall perform the following duties:

- A.** Prepare, review and update a Recreation Plan as a guide for development of recreation areas within the Township's jurisdiction.
- B.** Prepare an annual report to the Township Board of Trustees of the Parks and Recreation Advisory Committee's operations and the status of planning activities, including recommendations regarding actions by the Township Board related to parks and recreation.
- C.** Perform other duties and responsibilities or respond as requested by any Township Board or Commission.

SECTION 5: Absences and Removals

- A.** To be excused, members of the Committee shall notify the Parks and Recreation Advisory Committee Chairperson or the Parks and Recreation Administrator when they intend to be absent from a meeting. Failure to make this notification prior to the meeting shall result in an unexcused absence.
- B.** Members may be removed by the Township Board of Trustees for misfeasance, malfeasance or nonfeasance in office upon written charges and after a public hearing.

SECTION 6: Conflict of Interest

During the Declaration of Conflict of Interest portion of the agenda, Parks and Recreation Advisory Committee member (s) shall disclose the potential conflict of interest to the Committee. Failure of a member to disclose a potential conflict of interest as required by these bylaws constitutes malfeasance in office.

In the event that a conflict is declared, the member shall remove themselves from the meeting table until the agenda item is concluded.

SECTION 7: Compensation

Parks and Recreation Advisory Committee Members and the Recording Secretary will receive compensation on a per meeting basis as determined by the Township of Whitewater Board of Trustees. Advisory Committee Members may receive reimbursement for travel and expenses with recommendation by the Advisory Committee and approval by the Township Board of Trustees.

SECTION 8: Order of Business

The order of business shall be as follows:

1. Call to Order
2. Roll Call of Advisory Committee Members
3. Set/Adjust Meeting Agenda
4. Declaration of Conflict of Interest
5. Public Comment
6. Approval of Minutes of Previous Meeting (s)
7. Correspondence
8. Reports/Presentations/Announcements/Comments
9. Unfinished Business
10. New Business
11. Public Comment
12. Adjournment

SECTION 10: Amendments

These bylaws may be amended at any time following a recommendation of the majority of the membership of the Parks and Recreation Advisory Committee and subsequent adoption by the Whitewater Township Board of Trustees.

Adopted by the Whitewater Township Board of Trustees at their regular meeting held on February 14, 2012 and amended on March 13, 2012