

WHITEWATER TOWNSHIP
PARKS AND RECREATION ADVISORY COMMITTEE
AGENDA FOR REGULAR MEETING
September 19, 2023
7:00 PM, Whitewater Township Hall
5777 Vinton Road, Williamsburg, MI 49690
Phone 231-267-5141/Fax 231-267-9020

Topic: Parks and Rec Advisory Committee Meeting

Time: September 19, 2023, 07:00 PM Eastern Time (US and Canada)

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, excluding the time needed to answer Committee members' questions.
 - e. Public comment shall be limited to 3 minutes.
5. Approval of August 15, 2023 regular meeting minutes
6. Correspondence:
7. Reports/Presentations/Announcements/Comments
8. Unfinished Business:
 - 1) Lossie Trail wetland/bridge improvement; RFP Engineering Services due 8/14– review any quotes received (see attached) and make recommendations to the board to who we recommend for this phase of engineering services to get po authorization.
 - 2) SPARKS Grants; waiting on second round results. Nothing posted yet
 - 5) BCNA Trail design: See draft memo to board for approval of GTLC services
 - 6) WWT Park Playground Toddler equipment addition: no movement, trying to get an engineer to draw up site plan. Builders exchange? Other recommendations? Do we want to submit a google-earth mockup to the board for the boards evaluation approval instead of full engineering?
9. New Business:
 - 1)
10. Next Meeting September 19, 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 clerk at 231-267-5141 or the TDD at 800-649-3777.

DRAFT
Whitewater Township
Parks and Recreation Advisory Committee
Minutes for Regular Meeting
August 22, 2023

Call to order 7:03 p.m.

Roll Call: Melton, Cosgrove, Voice, Glenn

Absent: Butler, Hubbell

Also present: Recording Secretary MacLean

Set / Approve Agenda: Set

Declaration of Conflict of Interest: None

Public Comment: None

Approval of minutes:

MOTION by Cosgrove, second by Voice to approve July 17, 2023, meeting minutes.

Any follow up on the LRNT target practice range? None.

On voice vote, all in favor. Motion carried.

Reports/Presentations/Announcements/Comments/Correspondence: None

Unfinished Business:

1. Lossie Trail wetland/bridge improvement Request For Proposal (RFP). Review bids. Discussion of the two proposals received. The two proposals are markedly different in scope of work and price. Request additional information from Gosling Czubak to better compare the two proposals so a recommendation can be made to the board. Special meeting scheduled for August 31 at 7 p.m. to discuss for presentation to the board for their September meeting. **MOTION** by Cosgrove, second by Melton to hold a special meeting on August 31 at 7 p.m. to discuss the RFP bids for engineering services. All in favor. Motion carried.
2. SPARKS grants; waiting on second round results.
3. BCNA trail design: requested "official" quote from Steve Lagerquest of the Grand Traverse Regional Land Conservancy (GTRLC). Submit to the board for approval to move this step forward. Melton will put together a memo for the Board with the trail concept and design development proposal. Glenn will present for the September board meeting.
4. WWT park playground toddler equipment addition: no movement, trying to get an engineer to draw up site plan.

New Business: None

Committee Comment and Discussion:

Special meeting August 31 at 7 p.m

Next regular meeting: Tuesday, September 19, 2023, 7 p.m.

Public Comment: None

Adjournment: 9:02 p.m.

Respectfully submitted,
Lois MacLean
Recording Secretary

TO: TOWNSHIP BOARD

FROM: MELISSA MELTON, PRAC CHAIR

SUBJECT: BCNA TRAIL LOOP PROJECT

CC: BRANDON HUBBELL, TOM COSGROVE, FRAN BUTLER, AMBER VOICE, DON GLENN

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09/16/2023 10:20:56 AM

The Parks & Recreation Advisory Committee is continuing efforts to move our Capital Projects along as per our 5-year Rec Plan. One of these projects has been to complete the BCNA trail as a continual loop back to the Trail head. We have been in contact with Steve Lagerquist of the Grand Traverse Land Conservancy for their guidance on the best next step. They have advised there is a potential to improve not only the addition of a loop system, but to modify the existing trail to create a more sustainable, less maintenance, and higher nature impact. He would like to evaluate this property, existing trail, and the incorporation of a new portion to create a loop back to the trail head. He has provided an estimate for their services, both if we implemented this in 2023 or if this was pushed back to 2024 (estimated with typical range of increases).

In the Township's budget there is \$30k listed for unspecified projects in the Recreation Budget section. We would like to request the boards approval of \$7440 for the GTLC services to be done in 2023. The fall time is a great time for them to perform these services, as long as we can still fit into that schedule.