Minutes: ***Draft***

Date: December 5, 2022

Torch Lake Township - Day Park Advisory Committee Special Meeting

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| **Meeting**  | Monday, December 5, 2022  |
| **Time:**  | 12.01 PM  |
| **Attendees**  | Virginia Hawkins, Bob Hawkins, Rita Service, Bob Cook, Sheila Wright (via Zoom) |
| **Secretary** | Rita Service |
| **Audience** | None |

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| 1. **Agenda Approval**
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| Motion to approve: V. Hawkins; 2nd by B. Hawkins Passed 5-0 |

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| 1. **Approval of Minutes**
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| None to approve. |

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| 1. **Citizen Commentary –** None
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| 1. **New Business: Apply for MI DNR Spark Grant**
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| * Dec 19, 2022 round 1 application due
	+ TLT Special Board meeting needs to be called for a resolution to say TLT Board has interest in Spark Grant
	+ Supervisor Cook to sign application; Virginia Hawkins to prepare Grant.
* Project Site Eligibility reviewed & Committee agrees Wm K Good Day Park & Boat Launch quality:
	+ Single park site or contiguous trail per application on public land
	+ Site must be open & accessible to public & all users for 20-years minimum
	+ Applicant must have site control & documentation of site control.
* Ineligible projects:
	+ invasive species removal & shoreline stabilization or erosion control that are not associated with development of recreation facilities at the site.
* Proposed Projects for Dec 19, 2022 application:
	1. Fencing (child safety issue from Park to Boat Launch)
	2. Kayak launch
	3. Shade trees (along entrance & in Park)
	4. Modernize restroom facilities
	5. Boat Launch repair
	6. Parking safety – capacity study
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| **5.Summary Actions for Next Meeting**  |
| * B. Hawkins to contact MI DNR Spark office to ask if any special conditions or requirements are attached to receipt of Spark Grant funds. In addition, if project requests Boat Launch repair funds, will DNR limit boat size
* S. Wright: create site plan for proposed Park & Boat Launch projects.
* V. Hawkins: complete Grant application for Committee review.
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| 1. **Next Meeting:**
2. Dec 12, 2022 10:00 AM.
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| 1. **Citizen Commentary:** None
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| 1. **Adjournment**  1:30 PM B. Hawkins motioned, V Hawkins seconded Passed 5-0
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