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## M-119 TUNNEL OF TREES SCENIC HERITAGE ROUTE COMMITTEE AGENDA

**Tuesday, May 14<sup>th</sup>, 2024 at 9:30**

**West Traverse Township Hall**  
8001 M-119 Harbor Springs, MI 49740

### **I. Welcome and Introductions**

### **II. Review Minutes of April 9<sup>th</sup>, 2024 Meeting**

### **III. Partner Reports (If Available)**

- a. Emmet County Planning and Zoning
- b. Little Traverse Bay Bands of Odawa Indians
- c. Little Traverse Conservancy
- d. Michigan Department of Transportation (MDOT)
- e. Networks Northwest

### **IV. On-going & Unfinished Business**

- a. Adopt-a-highway program
- b. Zoo-de-Mack
- c. Discuss plans to use the budget for FY 2024 by September 30<sup>th</sup>
- d. Clarification of Chair rotation in October 2024 and appointment of Co-Chair accordingly.

### **V. New Business**

- a. Review and discuss edits suggested by committee on educational materials
  - i. Guidebook
  - ii. Share the road Bike Trifold Brochure
  - iii. Management Plan Trifold Brochure
- b. Budget planning initial discussion for FY 2025 (submission due July 1<sup>st</sup>, 2024)

### **VI. Public Comment**

### **VII. Adjourn**

Next meeting on June 11, 2024 Readmond Township at 9:30



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## M-119 Tunnel of Trees Scenic Heritage Route Committee

### Meeting Minutes

Tuesday, April 9, 2023

#### **Present**

Franz Neubrecht, Emmet County Lakeshore Association;  
Naomi Singer, Cross Village Township  
Sue Rentrop, Cross Village / Emmet County Lakeshore Association  
James Fisher, Friendship Township  
Jim Anderson, Friendship Township  
Corey Hebner, Friendship Township, Michigan State Police  
Joe Tomlinson, Readmond Township  
Jerry Root, Readmond Township  
Lisa Fineout, Readmond Township  
Don Schaplowsky, Readmond Township  
Joey Arbaugh, West Traverse Township  
Carolyn Sandford, West Traverse Township  
Garon Gopigan, West Traverse Township  
Neil Ahrens, Emmet County  
Tammy Doernenburg, Emmet County  
Hillary Taylor, Emmet County  
Heidi Phaneuf, MDOT  
Ben Dubois, MDOT  
Isha Pithwa, Networks Northwest

#### **Committee Members Absent**

Dale Scott, Friendship Township (Chair)  
Laurelynn Harris, Cross Village Township  
Larry Wallen, Roadmond Township

#### **I. Introductions**

The meeting was called to order at 9:29 by Jim Anderson. Chair Dale Scott will join the meeting on May 14<sup>th</sup> onwards.

#### **II. Review and Adoption of Minutes (September 12<sup>th</sup> and October 10<sup>th</sup>, 2023)**

September 12<sup>th</sup> mins - The restriction is only for fall events and need to rephrase that paragraph accordingly.

*Motion by Jim Anderson supported by Joe Tomlinson to approve the meeting minutes presented for October 10<sup>th</sup>, 2023 and September 12<sup>th</sup>, 2023 with requested changes on September 12<sup>th</sup> minutes. Motion passed unanimously.*

### **III. Partner Reports**

- Emmet County – Property owners were sent invitations to attend in person meeting to Lake Michigan Shoreline resiliency. Text Amendments proposed for the Board of Commissioners consideration during their next meeting. Staff is working on 2 other text amendments which may impact the SR zoning district for those townships with county-wide zoning (draft stage). (- Forward to the group for reference) If there are any complaints to the group regarding violations etc. then direct them to Emmet County contact.
- Little Traverse Bay Bands of Odawa Indians - None
- Little Traverse Conservancy - None
- MDOT – Heidi gave welcomes of 2024 and introduced Ben Dubois.
  - Project updates – Restoration of washout issue on hill side of Harbor Springs – estimated construction dates is probably all summer.
- Networks Northwest
  - Reminders on dates of Byways Annual Evaluation Report Dec 31st 2024, Byways Budget submission July 1st 2024
  - Touch base on Management plan when to start, steps on how to move forward, responsible parties - early for this – may discuss it on a later point.
  - Touch base on LIAA – Talked to Rob Astor on how do we maintain our website. Who edits, how to see the website hits etc.? LIAA hosts the website with yearly \$360 fees. Additionally, for support and assistance they charge \$75 per hour but if it's under 15 mins or around there is no charge. Showed the analytics link to gather information on website visits, etc. for annual evaluation report by the end of the year. Website charging information from LIAA is helpful for the group while considering the budget planning for FY 2025
  - Committee wanted to revamp the guide book and brochures. Last October NN brought the requested print materials which had 50 copies of management plan, 250 copied of tri-fold bike brochure, and 250 copied of tri fold plan brochure. Suggestion to go through all the materials and NN can make the requested changed in all the materials. Suggested that if these documents are not be used then each member should take one set and gather their suggested changes for reference to work on a revised document. – The group decided to take the prints with them and refer them to collect their suggestions and comments on necessary changes. Those changes will be discussed in the May 14<sup>th</sup> meeting to get approved and given to NN for editing the documents.

#### **IV. On-going & Unfinished Business**

- a. Adopt-a-highway Program
  - Next pickup date for this year is April 15<sup>th</sup> -21<sup>st</sup> - discussed the parts and responsibilities for the Adopt-a-highway program (for pickup and which sections etc.). Updates on reporting to MDOT, safety videos/materials and received certificates last year. Suggestion to share MDOT Bike Safety tri-folds.
- b. Zoo-de-Mack group
  - comment on safety of Class A, B & C e-bikes, challenges to pass M-119 to and fro, other biking towards the M-119 safety comments – Bikes on Wheelway and Major/Minor accidents discussion overall. Encourage groups to put up signs out for information and safety.
- c. Information packet for new committee members
  - NN will share the already printed documents to all committee members after the meeting.
- d. Management Plan Update Schedule – 2028?
  - Not yet
- e. Availability of committee materials (Guidebooks, Management Plan, etc.)
  - discussed the need for updating/editing the materials i.e., guidebook, Trifolds for management plan and bike share the road both. Committee suggested that everyone takes copies of materials, reviews them till the May 14<sup>th</sup> meeting. Those edit suggestions will then be discussed on May 14<sup>th</sup> for NN to make the edits for printing in the documents.
  - Will ask Heather about having the Pure Michigan Byways Logo (Is that mandatory or not)

#### **V. New Business**

- a. Initial discussion of plans & budget for Oct 2024 thru Sept 2025
  - Budget submission deadline is 1<sup>st</sup> July 2024 for FY 2025 (discussion on 3000\$). Suggestion to start discussions and planning on budget from May14<sup>th</sup> meeting. The website maintenance costs and details are discussed earlier, for printing estimates NN send the quote and invoice for prints done in September 2023 to get an idea on planning for budget distribution.
- b. Reporting Schedules
  - i. Annual Pure Mi Byway Performance Evaluation – Due 12/31/24 – correct (need another testimonial for 2024 evaluation form)
  - ii. Michigan Byway Annual Work Plan Budget – Due 7/1/2024 - correct
- c. 2024 Meeting Dates and Locations
  - May 14<sup>th</sup>, 2024 - West Traverse Township
  - June 11, 2024 - Readmond Township
  - July 9, 2024 - Crossvillage Township
  - August 13, 2024 - Friendship Township
  - September 10, 2024 - West Traverse Township
  - October 8, 2024 - Readmond Township

#### **VI. Adjourn**

Meeting adjourn at 10:31 am.