

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

## **APRIL 2025 MEETING AGENDA**

Tuesday, April 22, 2025

Emmet County Building – Conference Room 3434 Harbor-Petoskey Rd, Suite A Harbor Springs, MI 49740

- www.M119TunnelofTrees.org
  - I. Welcome and Introductions (Committee contact list attached Page 2)
  - II. Review Minutes of October 8, 2024 Meeting (See attached Pages 3 to 6)
  - III. Agenda Review
  - IV. 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
      - i. Spring Coordinators call discussions Updates on Budget template, Agenda template & Subcommittee/Structure, Signs (See attached Pages 7-12)
      - ii. Discussion on better internet access for Virtual audience throughout the year.
    - f. Committee Member comments not otherwise on agenda.

### V. On-going & Unfinished Business

- a. Adopt-a-highway program
- b. Zoo-de-Mac status report for May 16, 17, 18, 2025 event
- c. Plans for distribution of our guidebooks, etc.
- d. Review Fiscal Year 2025 Work Plan Budget and revise
  - i. Revise website costs as suggested by MDOT (\$400) (See FY25 Work Plan Budget Attached Pages 13-16)
  - ii. Update on Signage maintenance report
- e. Begin work on Fiscal Year 2026 Annual Work Plan and Budget. Need done at 5/25 Mtg.
- f. MDOT Byways Workshop in Gaylord 11/4/24 and Byways Spring Coordinators Call Report from attendees.
- g. Appoint new Committee Chair, Vice Chair & Treasurer beginning on 10/1/25.
- h. Bylaws (M-119) document.

### VI. New Business

a. Report from discussions surrounding possible parking/restroom/pull-off area along TOT

### **VII. Public Comment**

### VIII. Adjournment

Next meeting: Tuesday, May 13, 2025 at Friendship Township Hall.

Committee Members	Representing	<u>Address</u>	Phone	<u>Email</u>	Email Notification
Sue Rentrop	Cross Village / ECLA	6007 N. Lake Shore Dr. Harbor Springs, MI 49740	231-5267362	srentrop@rentropmorrison.com	Yes
Naomi Singer	Cross Village Township	6021 N.Lakeshore Dr. Harbor Springs, MI 49740	231-881-0299	singernaomi@gmail.com	Yes
Laurelynne Harris	Cross Village Township	6155 N. Lakeshore Dr. PO Box 188 Cross Village MI 49723	989-245-0325	harris.laurelynne@gmail.com	Yes
Larry Wallen	Readmond Township	2091 N.Lakeshore Dr. PO Box 969 Good Hart, MI 49737	Cell: 231-838- 7399	martiwallen@icloud.com	Yes
Joe Tomlinson	Readmond Township	237 N Lakeshore Dr. Harbor Springs, MI 49740	231-526-6561	smokinjo44@gmail.com	Yes
Jerry Root	Readmond Township	5759 Beckon Road, Harbor Springs 49740	231-838-0678	groot@lssu.edu	Yes
Don Schaplowsky	Readmond Township	2400 N. Lake Shore Dr. Harbor Springs MI 49740	931-261-3557	donschap12@gmail.com	Yes
Dale Scott	Friendship Township	PO Box 857 Harbor Springs MI 49740	231-357-7339	dscott@trueaccountingcorp.com	Yes
James Fisher	Friendship Township	4978 Fisher Rd. Harbor Springs MI 49740		lakepilot33@gmail.com	Yes
Carolyn Sandford	West Traverse Township	6523 Otis Ln PO Box 799 Harbor Springs, MI 49740	231-330-7578	clsandfo@charter.net	Yes
Joey Arbaugh	West Traverse Township	PO Box 465, Harbor Springs, MI 49740	231-526-5359 231-838-7200	jnarbaugh@gmail.com	Yes
Garon Gopigian	West Traverse Township	6975 Hughston Rd. Harbor Springs, MI 49740	231-412-5006	49740@att.net	Yes
Franz Neubrecht	ECLA	2573 S. Lakeshore Dr. Harbor Springs, MI 49740	231-526-5170 Land 517-281-9106 Cell	franz@franzrx.com	Yes
Jim Anderson  Committee Member	Friendship Township	4855 S Lakeshore	408-225-0296	jcander1@wisc.edu	
Emeritus	Representing	Address	<u>Phone</u>	<u>Email</u>	
Dell Weitzel	Readmond Township	2863 North Shore Drive Harbor Springs, MI 49740	231-526-7684	onedweitzel@yahoo.com	Yes
Rob Deane	Cross Village Township	(Seasonal)5590 Lower Shore Dr Harbor Springs, MI 49740 3696 Cook Valley Blvd. SE Grand Rapids, MI 49546	616-456-8463 231-526-2634	f.r.deane@att.net	Yes
Henry Singer	Cross Village Township	6021 N.Lakeshore Dr. Harbor Springs, MI 49740	231-881 -2861	hlsingermd@gmail.com	Yes
<u>Partners</u>	Title/ Representing	<u>Address</u>	<u>Phone</u>	<u>Email</u>	
Tammy Doernenburg	Director of Planning and Zoning Emmet County	3434 M-119 Harbor Springs, MI 49740	231-348-1735	tdoernenburg@emmetcounty.org	Yes
Hillary Taylor	Assistant Director of Planning & Zoning Emmet County	3434 M-119 Harbor Springs, MI 49740	231-439-8961	htaylor@emmetcounty.org	Yes
Charles Laughbaum	Emmet County Commissioner, District 1 (Cross Village & Readmond Twp)	2251 Pleasantview Rd. Pellston, MI 49769	231-373-8657	claughbaum@emmetcounty.org	Yes
Neil Ahrens	Emmet County Commissioner, District 2 (Friendship Township & West Traverse Township)			nahrens@emmetcounty.org	Yes
Lisa Fineout	Township Supervisor Readmond Township	6034 Wormwood Ln Harbor Springs MI 49740	231-526-9601	superreadmondtwp@gmail.com	Yes
Heather Bowden	Transportation Planner Byways Program Manager	425 West Ottawa St. P.O. Box 30050	517-643-1614	bowdenh@michigan.gov	Yes
	MDOT	Lansing MI 48909.			
Jay Gailitis	Gaylord TSC MDOT	Lansing MI 48909.	989-329-9421	gailitisj@michigan.gov	No
Jay Gailitis  Andrew Krzisnik	Gaylord TSC	Lansing MI 48909.	989-329-9421	gailitisi@michigan.gov krzisnika1@michigan.gov	No No
-	Gaylord TSC MDOT Traffic & Safety Coordinator	Lansing MI 48909.  600 E Front St, Traverse City, 49685	989-329-9421 231-492-8196		
Andrew Krzisnik	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner;			krzisnika1@michigan.gov	No
Andrew Krzisnik  Isha Pithwa  Heidi Phaneuf  Eric Hemenway	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB	600 E Front St, Traverse City, 49685 1088 E. M32	231-492-8196 231-340-0326	krzisnika1@michigan.gov  isha.pithwa@networksnorthwest.org  phaneufh@michigan.gov  ehemenway@ltbbodawa-nsn.gov	No Yes Yes Yes
Andrew Krzisnik Isha Pithwa Heidi Phaneuf Eric Hemenway Caitlin Donnelly	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB Director of Land Protection Little Traverse Conservancy	600 E Front St, Traverse City, 49685 1088 E. M32	231-492-8196 231-340-0326 231-347-0991	krzisnika1@michigan.gov  isha.pithwa@networksnorthwest.org  phaneufh@michigan.gov  ehemenway@ltbbodawa-nsn.gov  caitlin@landtrust.org	No Yes Yes Yes Yes
Andrew Krzisnik Isha Pithwa Heidi Phaneuf Eric Hemenway Caitlin Donnelly Mathew Cooke	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB Director of Land Protection Little Traverse Conservancy Community Planner Networks Northwest	600 E Front St, Traverse City, 49685 1088 E. M32 Gaylord MI 49735  PO Box 506 Traverse City, MI 49685	231-492-8196 231-340-0326 231-347-0991 231-929-5056	krzisnika1@michigan.gov isha.pithwa@networksnorthwest.org phaneufh@michigan.gov ehemenway@ltbbodawa-nsn.gov caitlin@landtrust.org mathew.cooke@networksnorthwest.org	No Yes Yes Yes
Andrew Krzisnik Isha Pithwa Heidi Phaneuf Eric Hemenway Caitlin Donnelly Mathew Cooke  Resources	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB Director of Land Protection Little Traverse Conservancy Community Planner Networks Northwest  Title/ Representing	600 E Front St, Traverse City, 49685 1088 E. M32 Gaylord MI 49735  PO Box 506 Traverse City, MI 49685  Address	231-492-8196 231-340-0326 231-347-0991 231-929-5056 Phone	krzisnika1@michigan.gov  isha.pithwa@networksnorthwest.org  phaneufh@michigan.gov  ehemenway@ltbbodawa-nsn.gov  caitlin@landtrust.org  mathew.cooke@networksnorthwest.org  Email	No Yes Yes Yes Yes No
Andrew Krzisnik Isha Pithwa Heidi Phaneuf Eric Hemenway Caitlin Donnelly Mathew Cooke  Resources Jason Dryja	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB Director of Land Protection Little Traverse Conservancy Community Planner Networks Northwest  Title/ Representing Resident	600 E Front St, Traverse City, 49685 1088 E. M32 Gaylord MI 49735  PO Box 506 Traverse City, MI 49685	231-492-8196 231-340-0326 231-347-0991 231-929-5056 Phone 231-373-7233	krzisnika1@michigan.gov  isha.pithwa@networksnorthwest.org  phaneufh@michigan.gov ehemenway@itbbodawa-nsn.gov caitlin@landtrust.org  mathew.cooke@networksnorthwest.org  Email jasondryja@gmail.com	No Yes Yes Yes Yes No
Andrew Krzisnik Isha Pithwa Heidi Phaneuf Eric Hemenway Caitlin Donnelly Mathew Cooke  Resources	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB Director of Land Protection Little Traverse Conservancy Community Planner Networks Northwest  Title/ Representing	600 E Front St, Traverse City, 49685 1088 E. M32 Gaylord MI 49735  PO Box 506 Traverse City, MI 49685  Address	231-492-8196 231-340-0326 231-347-0991 231-929-5056 Phone	krzisnika1@michigan.gov  isha.pithwa@networksnorthwest.org  phaneufh@michigan.gov  ehemenway@ltbbodawa-nsn.gov  caitlin@landtrust.org  mathew.cooke@networksnorthwest.org  Email	No Yes Yes Yes Yes No
Andrew Krzisnik Isha Pithwa Heidi Phaneuf Eric Hemenway Caitlin Donnelly Mathew Cooke  Resources Jason Dryja Regina Stocco	Gaylord TSC MDOT Traffic & Safety Coordinator MDOT Transportation Planner; Networks Northwest North Region Planner MDOT LTTB Director of Land Protection Little Traverse Conservancy Community Planner Networks Northwest  Title/ Representing Resident Zoo-de-Mack	600 E Front St, Traverse City, 49685 1088 E. M32 Gaylord MI 49735  PO Box 506 Traverse City, MI 49685  Address	231-492-8196 231-340-0326 231-347-0991 231-929-5056 Phone 231-373-7233	krzisnika1@michigan.gov isha.pithwa@networksnorthwest.org phaneufh@michigan.gov ehemenway@ltbbodawa-nsn.gov caitlin@landtrust.org mathew.cooke@networksnorthwest.org  Email jasondryja@gmail.com zoodemack@gmail.com	No Yes Yes Yes Yes No Yes No



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

# **DRAFT Minutes**

Tuesday, October 8th, 2024

## **Readmond Township Hall**

6034 Wormwood Lane, Harbor Springs, MI 49740

### **Committee Members Present**

Dale Scott, Friendship Township (Chair)
Franz Neubrecht, Emmet County Lakeshore Association
Naomi Singer, Cross Village Township
Garon Gopigian, West Traverse Township
Sue Rentrop, Cross Village / Emmet County Lakeshore Association
Laurelynne Harris, Cross Village Township
Don Schaplowsky, Readmond Township
Jerry Root, Readmond Township
Joey Arbaugh, West Traverse Township
Lisa Fineout, Readmond Township Supervisor
James Fisher, Friendship Township

### **Partners Present**

Isha Pithwa, Networks Northwest

Online presence - Tammy Doernenburg, Emmet County Planning and Zoning Director, Caitlin Donnelly, Little Traverse Conservancy, Todd Neiss (MDOT)

### **Absent**

Jim Anderson, Friendship Township
Carolyn Sandford, West Traverse Township
Larry Wallen, Readmond Township
Joe Tomlinson, Readmond Township
Neil Ahrens, Emmet County Commissioner, District 2 Friendship Township & West Traverse Township)
Heidi Phaneuf, MDOT
Ethan Reld, MDOT

### I. Welcome and Introductions

The meeting was called to order at 9:39 by Chair Dale Scott. Attendance was recorded for those present and of online participants.

### II. Review and Adoption of Minutes from September 10<sup>th</sup>, 2024

Motion by Joe Arbaugh, supported by Sue Rentrop, to approve the September meeting minutes. All in favor. None opposed. Motion passed unanimously.

## III. Agenda Review

No additions requested.

### **IV.** Partner Reports

- a. Emmet County Planning and Zoning (ECPZ) Tammy informed the group that Dale's presentation is now available online on the Emmet County website under the September 19th meeting section. She also noted that the Board of Commissioners approved a text amendment, which will allow for additional changes to the accessory building section of the ordinance.
- **b.** LTBBOI None.
- c. LTC Caitlyn informed the group that construction has started on the trail at Woody's Woods. She noted that the parking area along M-119 is located across from the existing Elmer Johnston Preserve. Caitlyn encouraged anyone who's interested to visit. No additional updates were provided.
- **d. MDOT** Clayton Sigmann was unable to attend today's TOT meeting, but he has provided a report for the committee. He has also requested that I circulate the Byways Workshop flyer, which I have attached to the packet. Below is Clayton's update:

### Report:

- The Byway Workshop's registration is open, the registration requests have been sent out through the byway delivery system. If you have not already, please sign-up for the Byways Delivery system, The instructions to sign-up are attached to the packet and can send those along to the committee separately if needed. Regarding the workshop, it will be held in Gaylord November 4th, for those worried about attending in-person, there will be a virtual attendance option for the afternoon session, which will focus on byways management from a local byway committee member's perspective. If you wish to be included in the afternoon session, you will still need to register through the link. The byway's flyer is shared via email as well as attached in packet.
- The 2024 Notice of Funding Opportunity for the National Scenic Byways Program has been announced and will close December 16th 2024. These are larger grants aimed at projects along the byway and cast a wide net for projects that can be funded. However, these grants require a bit of technical base, so if there is a desire to pursue a project, please reach out to Heidi to begin discussing that process. The grants are competitive on a national basis with all other byways in the country and federally recognized tribes, so be sure to actively include MDOT in your application development. Additionally, applications need to be reviewed and prioritized by MDOT, so applications must be submitted to MDOT by November 20th to be considered for submission. More information about the NOFO has been sent out through the Byway Delivery System, and more details will be forthcoming through that distribution system. However, if you have questions on the workshop or this funding opportunity, please send them along to Clayton or bring them to me (Isha).

Tod Neiss, Resource Specialist from the MDOT North region gave his introduction and explained that he oversees the tree maintenance study for M-119. He opened the floor for any questions from the group. Tod mentioned that the tree assessment is typically conducted during the management plan update, with the next assessment scheduled for 2027-2028.

e. Networks Northwest (NN) – Isha provided an update on the FY2024 budget – attached invoice

for final prints to the packet.

### f. Committee Members Comment -

- Dale reported that he did the presentation to the Emmet County zoning and had no questions. Presentation went well.
- Naomi noted that the response was good at the Petoskey Chambers for the brochure handouts and seemed very helpful for people. She can ask from the people she met and shared the brochures with for the testimonial for the Byways Annual Evaluation form that is due in December.

## V. Ongoing and Unfinished Business

- **a.** Adopt-A-Highway Program Dale updated on behalf of Carolyn about the Adopt-A-Highway Program thanking Jerry Root, Jim, Franz and Joe and all the members who helped pick up the litter along the Tunnel of Trees.
- **b.** Review Fiscal Year 2024 Budget and accomplishments Invoice for the last printing job was attached to the packet which concludes using all the funds for FY2024.
- c. Review Fiscal Year 2025 Annual Work Plan Budget & work on plans for accomplishing goals -

The committee reviewed the FY2025 Budget. The currently approved budget includes \$500 for website maintenance, \$1,000 for printing, and \$250 for tree assessment. However, since MDOT staff typically handles tree assessments (maintenance and the tree disease survey/assessments) without any associated charges, the committee determined that budget allocation for this item is unnecessary. Given the successful distribution of printed materials this year and the positive response during the summer, the committee also agreed to allocate resources toward printing for the upcoming year as well. Regarding website improvements, it was noted that LIAH invoices \$365/\$375 per year for hosting fees, with additional hourly charges for updates if needed. As a result, the committee reduced the website budget from \$500 to \$400.

The committee expressed interest in focusing on sign improvements for FY2025. To support these improvements, additional funds will be needed or changes to existing allocation will be needed. An estimate from contractor Ken Harris was presented for sign improvements. The cost was quoted at \$650, with materials not to exceed \$100. The committee agreed on the contractor and the provided estimate. Isha reminded the group that all activities should be listed different with provision of details – attachment of the quote to the new budget discussed.

The committee discussed and approved the following revised FY2025 budget:

o Website Maintenance: \$400

o Printing: \$600

Sign Improvements: \$750

Motions related to the discussion and conclusions above:

Motion by Garon Gopigian, supported by James Fisher to approve the quote from Ken Harris for \$750 for Sign Improvements, with \$650 allocated for labor and materials not to exceed \$100, as part of the FY2025 Planning Activity Item. All favored, none opposed. (Naomi wanted to mention that she abstains since Ken is her son. Dale mentioned that the biding process was needed for

projects exceeding \$25000. Additional Note: Dale reminded the group that the bidding process is required for projects exceeding \$25,000.) Motion carried.

Motion by Garon Gopigian, supported by Sue Rentrop to revise the FY2025 Budget Planning to allocate \$400 for Website Maintenance, \$600 for Printing, and \$750 for Sign Improvements, for a total budget of \$1,750. All favored, none opposed. Motion carried.

- **d. MDOT Byways Workshop in Gaylord 11/4/24 Possible attendance?** Flyers and information attached also discussed during MDOT's report.
- **e. DALMAC info report** Jim Anderson DALMAC is interested to attend the M-119 meetings. Contact information will be shared to Isha to include in the email list.
- f. Byways Annual Evaluation Report Due 12/31/24? Updates or changes to 2024 Evaluation discussed The total volunteer hours remain the same as last year. There are no new committee members, and no members have resigned. Updated contact information has been provided. Naomi will be sending the new testimonial.
- g. Set meeting dates and locations for 2025 Cross Village Township is not the best option for April 8<sup>th</sup> with the weather conditions at that time will be notified later with updated information on the location possibly LTC or Emmet County.
- h. Prep for new committee Chair beginning on 10/1/25. Dale reminded the group that a new committee chair will need to be appointed next year, with the appointment to occur sometime before October 1st, 2025.

### VI. New Business - None

### VII. Comments from the public and the board.

James Fisher informed the group about an organization called "Ragnar Run," which hosts running events from Traverse City to Frankfort along the lakeshore. The group now plans and is interested to organize a run from Petoskey to Alpena, including portion along M-119. Ragnar Run consists of teams of 12 people at a time who take turns running, including running through the night. The group has expressed interest in further exploring the possibility of incorporating M-119 into their route. Discussion continued regarding safety, permits etc. Tod Neiss will follow up with permits and guidelines regarding same form MDOT.

Isha asked Dale and the committee about the existence of bylaws for the M-119 committee. The committee members were unsure and had no recollection of any bylaws being in place. There was some confusion regarding whether bylaws are required for a byway committee. Dale inquired if there are any guidelines or a formal structure available to provide more clarity on the subject.

### VIII. Adjourn

Next meeting on April 8<sup>th</sup>, 2025 location TBD (will send communication) at 9:30 AM. *Motion by Naomi Singer to adjourn the meeting at 10:50 AM. Supported by* Joey Arbaugh.

# **Byway Name**

Management Council/Committee Meeting Date, Time

**Location: Insert Meeting Information** (Address/Meeting Link)

- 1. Call to Order
- 2. Additions to Agenda and Approval of Agenda
- 3. Approval of Previous Minutes: 5-7-24
- 4. Executive Management Council Updates
- 5. Subcommittee Updates/Recommendations
  - A. Marketing Committee
  - B. Non-Motorized Committee
  - C. Recreation Committee
- 6. Public Comment
- 8. Partner Updates
  - A. MDOT PMB:
  - B. County Representatives:
  - C. Municipal Representatives:
  - D. Organization Representatives:
- 9. Public Comment
- 10. Old Business
  - A. Item 1:
  - B. Item 2:
- 11. New Business
  - A. Item 1:
  - B. Item 2:
- 12. Next Meeting/Adjournment





Insert Logo Here



Michigan Department of Transportation 1044 (01/2025)

# 2025 MICHIGAN BYWAY ANNUAL WORK PLAN BUDGET

Trebottes (Entro)		
WEBSITES (Links)	1	1
WAILING ADDICESS	TEEEFTIONE NOWIDER	L-WAIL ADDINESS
MAILING ADDRESS	TELEPHONE NUMBER	E-MAIL ADDRESS
BYWAY NAME	BYWAY COORDINATOR	DATE FORM COMPLETED

Brief Description: (Any projects completed? Increased Membership/Partnership? Funding Awards? Training Attendance?)						
Brief Description: (Any projects completed? Increased Membership/Partnership? Funding Awards? Training Attendance?)	PREVIOUS ACCOMPLISHMENTS FROM LAST YEAR					
	Brief Description: (Any projects completed? Increased Membership/Partnership? Funding Awards? Training Attendance?)					

TOP ACTIVITIES THIS YEAR (DESCRIBE)	IN CMP (Y/N)	HOW DOES IT CONTRIBUTE TO THE BYWAY PROGRAM MISSION AND VISION?	PARTNERS (LIST)	NEW OR CONTINUED ACTIVITY	TARGET START DATE	TARGET END DATE	PROPOSED OUTCOME

MDOT	1044	<b>(</b> 01	/2025)
พบบา	1044	(U)	120231

NNUAL BUDGET	FOR	
	(Dates)	
dministration activ	ities listed are listed in the Regional Transportation Planning Work Program:  ADMINISTRATION ACTIVITY	ESTIMATED BUDGET
	ADMINISTRATION ACTIVITY	ESTIMATED BUDGET
	TOTAL	
anning activities li	isted below in detail:	
aririirig activities ii	PLANNING ACTIVITY	ESTIMATED BUDGET
	TOTAL	
	TOTAL	
heduled Byway	Committee Meetings:	
DATE	LOCATION	TIME

Brief Description: (Why a Priority? Why Now? Potential Partners? Is Local Funding Available? Proposed Outcome?)	
DESIRED OUTCOME(S)/MEASURABLE RESULT(S) FOR THIS YEAR:	
Brief Description: (Increased visitation? Revenue Generation? Brochure Copies? Plans?)	
PROJECT BUDGET	
WORK ELEMENT PROJECT SALARY FRINGE BENEFIT INDIRECT OTHER TOTAL FU	NDS

PRIORITY PLAN	NING ACTIVITY/PROJECT FOR IMPLEMENTATION THIS Y	EAR:			FOR ALL IN	REGION:	Υ	N
Brief Description:	(Why a Priority? Included in CMP? Potential Partners? Is Lo	cal Funding Ava	ilable? Proposed Ou	utcome?)				
·	•	_	·	,				
DESIRED OUTCO	OME(S)/MEASURABLE RESULT(S) FOR THIS YEAR:							
Priof Description:	(Increased visitation? Revenue Generation? Brochure Copies	2 Plana?)						
Brief Description.	(Increased visitation? Revenue Generation? Brochare Copies	s: Flalls:)						
PROJECT BUDG	ET							
WORK ELEMENT	PROJECT	SALARY	FRINGE BENEFIT	INDIRECT	OTHER	TOTAL	FUNDS	

	NING MARKETING ACTIVITY/PROJECT FOR IMPLEMENT		EAR:		FOR ALL IN	REGION:	Υ	N
Brief Description:	(Target Market? Media? Distribution? Measurement? Propo-	sed Outcome?)						
DESIDED OUTC	OME(S)/MEASURABLE RESULT(S) FOR THIS YEAR:							
		-2 Dlama(1)						
Brief Description:	(Increased visitation? Revenue Generation? Brochure Copie	is? Plaris?)						
PROJECT BUDG	BET The second s							
WORK	DD0 :===	041.451/	FRINGE	INDIDIO	071:55		FILLER	
ELEMENT	PROJECT	SALARY	BENEFIT	INDIRECT	OTHER	TOTAL	_ FUNDS	)

Byway Name: M-119 Tunnel of Trees Byway

Byway Coordinator: Networks Northwest Date Form Completed: June 11th 2024 / Updated October 8th 2024

Mailing Address: PO Box 506 Traverse City, MI 49685

Tel: (231) 492 8196 E-mail: isha.pithwa@networksnorthwest.org Web Site: http://www.m119tunneloftrees.org/

# Priority Marketing Activity/Project for Implementation This Year: Website and Social media

# **Brief Description:**

Social media engagement at a level to be specified in the on-going strategic plan development process. Website improvements to occur following direction within the strategic plan.

# **Priority Activity/Project for Implementation This Year: Printing**

# **Brief Description:**

Updating pamphlets and brochures for education and awareness. Print and distribute.

# **Priority Activity/Project for Funding This Year: Signage Improvements**

# **Brief Description:**

Signage improvements, hopefully with matching funds from local agencies. Possible collaboration with local partners to incorporate signage at certain locations along the Byway which can direct citizens to existing off-road parking locations.

# Priority Marketing Activity/Project for Implementation This Year: Tree Assessment

# **Brief Description:**

Tree Health Assessment Update: Complete bi-annual tree health assessment to monitor trees within the corridor for risks such as age, disease, and deterioration to maintain safety and scenic views throughout.

Michigan Byway Program: Page 1 of 4

# Priority Marketing Activity/Project for Implementation This Year: Public Meeting

# **Brief Description:**

A periodic publicized meeting to present the Mission and Vision of the Tunnel of Trees Committee to the community as a whole, to field questions, take suggestions, and speak to our activities - as there are continually new people moving to and visiting the area.

# **Desired Outcome(s)/Measurable Result(s) for This Year:**

Education, awareness, and increased safety along the corridor.

Other Top Priorities (Describe)	In CMP (Y, N)	How does it contribute to the Byway Program mission, vision?	Partners (list)	New or continued activity	Target Start Date	End Target Date	Proposed Outcome
Update guidebook and	Y	Provides information and	NN, MDOT, Emmet	Newly updated,	October	May	Updated
distribute		guidance for the corridor	County , Local Units of	continuous	1st 2024	1 <sup>st</sup>	guidebook
			Government, Tribal	process		2025	available
Update safety brochure	Y	Supports safety along the	NN, MDOT, Emmet	Newly updated,	October	May	Updated
		corridor	County , Local Units of	continuous	1st 2024	1 <sup>st</sup>	safety
			Government, Tribal	process		2025	brochure

Michigan Byway Program: Page 2 of 4

# **Scheduled Byway Committee Meetings:**

Date	Location	Time
04/08/2025	Cross Village Township Hall	9:30 AM
05/13/2025	Friendship Township Hall	9:30 AM
06/10/2025	Readmond Township Hall	9:30 AM
07/08/2025	West Traverse Township Hall	9:30 AM
08/12/2025	Cross Village Township Hall	9:30 AM
09/09/2025	Friendship Township Hall	9:30 AM

# ANNUAL BUDGET FOR: October 1st 2024 – September 30th 2025

Planning Activity	Estimated Budget
1. Website	~ \$400 =
2. Printing	~ \$600
Signage Improvements/mainteance	~ \$750
Total	\$1750

# Admin activities listed are listed in the Regional Transportation Planning Work Program:

Admin Activity	Estimated Budget
<ol> <li>Prepare and assist in editing/upgrading educational materials such as brochures, plan document, etc. Ensure the byway corridor management plan is up to date.</li> </ol>	~\$540
<ol><li>Serve as a liaison between MDOT and the local byway committee.</li></ol>	~\$160
3. Attend conferences, workshops, and seminars. Attend MDOT	~\$400

Michigan Byway Program: Page 3 of 4

Byways Workshop scheduled for the FY2025.	
Assist in the management and facilitation of byways	~\$4800
meetings.	
<ol><li>Provide opportunities for public involvement activities related to</li></ol>	~\$100
the byway.	
6. Maintenance of existing byways websites.	~\$700
7. Review and submit the Byway(s) Work Plan and Budget to	~\$650
MDOT by July 1, 2025 as completed by the byways committee	
8. Review and submit the Byway(s) Evaluation Report for the	~\$650
previous fiscal year by the end of December 2024.	
Total	\$8000

Michigan Byway Program: Page 4 of 4

# M-119 Tunnel of Trees Scenic Heritage Route Committee

Ideas, Projects, Responsibilities from Previous Meetings.

- 1. Info packet for new committee members.
- 2. Management Plan update 2028?
- 3. Testimonial each year for Performance Evaluation.
- 4. Improve web access at meeting sites for zooming.
- 5. Bylaws, Guidelines, formal structure for the Comm?
- 6. DALMAC communications.

Updated 3/13/2025 - D. Scott