



Traverse City United States Coast Guard Committee

3:00 PM

Thursday, November 6, 2014

Located in: The Second Floor Conference Room

Governmental Center

Traverse City, MI 49684

Posted: Monday, November 3, 2014

If you are planning to attend the meeting and you have a disability requiring any special assistance at the meeting, please notify the City Clerk, immediately.

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Penny Hill, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

AGENDA

1. ROLL CALL
2. Announcements
3. Consideration of approving minutes from the Regular Meetings of August 7, 2014, September 4, 2014, and October 2, 2014.
4. Introduction of new committee members.
5. Consideration of selecting a Chairperson and Vice Chairperson for the committee.
6. Discuss draft responses to questions posed by a Grand Valley State University college student.
7. Discussion regarding the Coast Guard Monument Project.
8. Public Comment
9. Adjournment

CITY OF TRAVERSE CITY

Minutes

United States Coast Guard Committee

August 7, 2014

A Regular Meeting for the United States Coast Guard Committee was called to order in the Second Floor Conference Room, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 3:00 p.m.

The following were present, constituting a quorum: Joe Muha, Stan Simons, Sean Cross, Kevin Bavers and Jered Ottenwess.

Also present was Nate Elkins and Kate Stroven.

The following were absent: Steve Perdue, Glen VanRiper, and Rob Richardson.

Joe Muha chaired.

Various announcements were given.

1. First item being “consideration of approving the minutes from the Regular Meeting of July 3, 2014.”

It was moved by Simons, seconded by Bavers, to approve the minutes from the Regular Meeting of July 3, 2014.

AIF/MC (Perdue, VanRiper, and Richardson absent)

2. Next item being “Update from Mr. Ottenwess and a representative of Influence Design Forum regarding the visual rendering of the Coast Guard.”

Mr. Elkins presented three visual renderings of the Coast Guard Monument being placed in Mini Park. Mr. Ottenwess will be facilitating a meeting with Coast Guard Committee members, Downtown Development Authority members, and Parks and Recreation Commission members to discuss all possible options.

3. Next item being “Update from Mr. Bavers regarding the Coast Guard Cup Football Game.”

Mr. Bavers noted that due to league changes between both Grand Haven and Traverse City schools, the football game between both cities will no longer take place. Various other events that could happen were discussed as a possibility.

4. Next item being "Public comment."

None.

5. Adjournment.

There being no objection, Chair Joe Muha declared the meeting adjourned at 4:26 p.m.



Katelyn Stroven
Katelyn Stroven
Recording Secretary

DRAFT

CITY OF TRAVERSE CITY
Minutes
United States Coast Guard Committee
September 4, 2014

A Regular Meeting for the United States Coast Guard Committee was called to order in the Second Floor Conference Room, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 3:00 p.m.

The following were present, not constituting a quorum: Stan Simons, Jered Ottenwess, and Rob Richardson.

Also present was Kate Stroven.

The following were absent: Steve Perdue and Sean Cross.

Stan Simons chaired.

Various announcements were given.

1. First item being “consideration of approving the minutes from the Regular Meeting of August 7, 2014.”

There being no quorum, this item was tabled for a future meeting.

2. Next item being “Discuss the next steps to be taken for the Coast Guard Monument Project.”

The committee discussed various ideas for next steps that could be taken in this process. There being no quorum, action was not taken to decide the steps that would be taken.

3. Next item being “Public comment.”

A representative from 7&4 News gave general comments.

4. Adjournment.

There being no objection, Acting Chair Stan Simons declared the meeting adjourned at 3:27 p.m.



Katelyn Stroven
Recording Secretary

CITY OF TRAVERSE CITY
Minutes
United States Coast Guard Committee
October 2, 2014

A Regular Meeting for the United States Coast Guard Committee was called to order in the Second Floor Conference Room, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 3:00 p.m.

The following were present, not constituting a quorum: Stan Simons, Jered Ottenwess, Sean Cross, and Steve Perdue.

Also present was Kate Stroven.

The following were absent: Rob Richardson

Stan Simons chaired.

Various announcements were given.

1. First item being "consideration of approving the minutes from the Regular Meetings of August 7, 2014 and September 4, 2014."

There being no quorum, this item was tabled for a future meeting.

2. Next item being "Discussion regarding the Coast Guard Monument Project."

General discussion took place about the Coast Guard Monument Project and the possibility of it being added to the Parks and Recreation five year master plan.

3. Next item being "Public comment."

None.

4. Adjournment.

There being no objection, Acting Chair Stan Simons declared the meeting adjourned at 3:48 p.m.



Katelyn Stroven
Recording Secretary

United States Coast Guard City Committee

	<u>Initial Apt. Date</u>	<u>Termination</u>
Jered Ottenwess (City Manager) Full Voting Authority 922-4440 (Office)	07/22/13	Continuous
Sean M. Cross (Coast Guard Commander) Full Voting Authority 922-8220 (Bus) sean.m.cross@uscg.mil	06/07/13	Continuous
Daniel Baker 14252 Bluff Rd, TC, 49686 616-340-3563 (Res) 526-4142 (Bus) daniel.baker@firstcb.com	10/20/14	08/25/17
Stan Simons (Vice Chairperson) 2828 E. Crown Dr, TC, 49685 946-6171 ext. 3 (Bus) sosimons72@gmail.com	11/07/11	08/25/16
Steve Perdue 2953 Sherwood Dr, TC, 49686 938-9443 (Res) 922-4886 (Bus) sperdue@grandtraverseindustries.com	09/03/13	08/25/16
Robert Richardson 539 Leeward, TC, 49686 917-428-5410 (Cell) richardson@glastonburyllc.com	09/04/12	08/25/15
Polly Cairns 400 Boardman Ave, TC, 49684 620-1944 (Cell) 922-4450 (Bus) pcairns@traversecitymi.gov	10/20/14	08/25/17
David Barr 936 Wood Ave, TC, 49686 620-2523 (Cell) barrmedia@aol.com	10/20/14	08/25/17
Katelyn Stroven, Administrative Specialist (staff liaison, non-voting) 922-4480 (Bus) kstroven@traversecitymi.gov		

Composition: All appointments are for three-years, with terms expiring August 25, with the initial appointments to be staggered as outlined in the ordinance. The committee consists of 8 members, who are appointed as follows: One member Ex-officio is the City Manager or designee, with full voting authority; one member Ex-officio is the Commander serving at the Coast Guard Air Station Traverse City or designee, with full voting authority; and the remaining members are appointed by the City Commission. All members may be non-city residents.

Purpose: This committee serves in an advisory capacity to the City Commission to make recommendations on matters relating to the operation, development and planning of United States Coast Guard services, facilities and programs within the City of Traverse City. Annually, the committee submits to the City Commission a report of its activities.

Additionally, the Committee shall submit to the City Manager a proposed budget for funds necessary for the capital improvements and general operation of the United States Coast Guard Committee systems through the normal budget process. The committee may solicit and recommend that the city receive any gifts, etc., to be applied for the Committee's purposes. The use and disposal of such gifts, etc., shall be approved by the City Commission.

Meets the the first Thursday of each month at 3:00 p.m. in the Governmental Center.



City of Traverse City Application to Become Involved

Board(s)/Committee(s) on which you are interested in serving: _____

Coast Guard City Committee

(Please limit to three boards/committees)

Name: Daniel Baker E-Mail Address: daniel.baker@firstcb.com

Address: 14252 Bluff Rd. Traverse City MI 49686
(Street) (City) (State) (Zip)

Occupation: Bank Officer - First Community Bank (if retired, please provide your career)

Home telephone number: (268) 340 3563 Work telephone number: (231) 526 4142

We would appreciate your answering the following questions, which simply assist the City Clerk's Office in meeting the requirements of certain City boards and committees.

Are you a registered City voter? yes Do you reside within the city limits? no
 Do you own taxable property within the City? no Are you a downtown district (DDA) resident? no Do you have ownership interest in downtown district (DDA) property? no Are you in default to the City? no Are you an officer, member, principal, or employee of a legal entity owning property interest located in the downtown district (DDA)? no
 Are you a resident of a complex operated by the City? no Do you live within the Traverse City Light and Power service area? no Are you or are any of your immediate family members employees of any level of the legislative, judicial or executive branch of government? no
 Are you or are any of your immediate family members a member of any other City board or Committee? no If yes, which? _____

Please attach a brief letter sharing with us the following information:

- Why are you applying for a city board or committee seat?
- How do you believe your appointment would benefit the city?
- Any other helpful information relevant to your application.

The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the City from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.


Signature

8/25/14
Date

Thank **you** for your application.... volunteers secure our community's beauty and promote its enhancement!
 – Benjamin C. Marentette, City Clerk

City of Traverse City Coast Guard City Application

Why are you applying for a city board or committee seat?

As a young professional and a new resident of Grand Traverse County I feel responsible to have heavy involvement in the community. This comes in a number of different forms, one of them being contributing ideas and time to groups and causes which I believe in. Being born in Traverse City and raised by a father who is a Coast Guard Veteran, I have a natural connection with the goals and missions of this committee. I have a strong appreciation for all branches of the United States military and would especially enjoy serving on this committee to highlight and market the service these men and women provide.

How do you believe your appointment would benefit the city?

I feel that I would benefit the city through my involvement on this committee because although I was born in Traverse City, I was raised in Central Michigan and have worked on both the East and West sides of the state. This will allow me to bring a different perspective to the group as well as my ability to think critically and understand the population within my demographic. In addition, I will bring a variety of professional experiences and knowledge which I have obtained through working in several customer services oriented industries as well as my current career in Cash Management. I know that I would learn a lot from the committee members as well, but feel I could bring an outside perspective that would be very valuable in the future of this committee.

Any other helpful information relevant to your application:

Current Community Involvement:

- Traverse City Young Professionals Committee Member
- Volunteer at the State Theatre
- Fall 2014 "Leadership Grand Traverse" program applicant

Daniel Baker / Cash Management Officer AVP
231-946-2400 x 1403 / Daniel.Baker@Firstcb.com

First Community Bank Office: 231-526-4142 / Cell: 616-340-3563 / Fax: 231-526-4143
102 E Front St. Traverse City, MI 49684
www.firstcb.com

July 1, 2014

City Clerk
400 Boardman Avenue
Traverse City, MI 49684

RECEIVED

JUL 08 2014

**CITY OF TRAVERSE CITY
CITY CLERKS OFFICE**

Dear Clerk,

I am applying for the City of Traverse City Coast Guard Committee because I have a great amount of respect for the men and women who serve us at Air Station Traverse City.

Over the past ten years I have had the honor of working with many of the officers at the station on many different events. I have worked with them on Honor Guards for Flag Presentations, Fly-overs for events, speaking engagements, Open Houses, Air Shows, Base tours and other events. It has been a pleasure and a privilege to work with these men and women.

I believe I can further build bridges between the Air Station and the City by continuing to help integrate the families at the base with community by fostering better understanding of their needs with the exciting things happening in Traverse City. The more we understand their needs and they feel welcome in our town the better enriched all of us will be.

I expect to have letters of support from the previous two base Commanders at the time of my interview.

I look forward to serving the City of Traverse City and the men and women of Air Station Traverse City!

Respectfully,



David Barr
936 Wood Avenue
Traverse City, MI 49686
231-620-2523
barrmedia@aol.com



City of Traverse City Application to Become Involved

Board(s)/Committee(s) on which you are interested in serving: COAST GUARD COMMITTEE

(Please limit to three boards/committees)

Name: David Barr E-Mail Address: ~~db~~ dbarrmedia@aol.com

Address: 936 WOOD AVE TC MI 49686

Occupation: Broadcaster (if retired, please provide your career)

Home telephone number: (231) 620-2523 Work telephone number: () SAME

We would appreciate your answering the following questions, which simply assist the City Clerk's Office in meeting the requirements of certain City boards and committees.

Are you a registered City voter? YES Do you reside within the city limits? YES
 Do you own taxable property within the City? YES Are you a downtown district (DDA) resident? NO Do you have ownership interest in downtown district (DDA) property? ? Are you in default to the City? NO Are you an officer, member, principal, or employee of a legal entity owning property interest located in the downtown district (DDA)? _____
 Are you a resident of a complex operated by the City? NO Do you live within the Traverse City Light and Power service area? YES Are you or are any of your immediate family members employees of any level of the legislative, judicial or executive branch of government? NO
 Are you or are any of your immediate family members a member of any other City board or Committee? NO If yes, which? _____

Please attach a brief letter sharing with us the following information:

- Why are you applying for a city board or committee seat?
- How do you believe your appointment would benefit the city?
- Any other helpful information relevant to your application.

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Signature

6/23/14
Date

Thank **you** for your application.... volunteers secure our community's beauty and promote its enhancement!
 – Benjamin C. Marentette, City Clerk



City of Traverse City Application to Become Involved

Board(s)/Committee(s) on which you are interested in serving: Coast Guard

(Please limit to three boards/committees)

Name: Polly Watson Cairns E-Mail Address: pcairns@traversecitymi.gov

Address: 400 Boardman Ave., Traverse City, MI 49684

Occupation: City Assessor - Real Estate Appraiser (if retired, please provide your career)

Home telephone number: (231) 6201944 cell Work telephone number: (231) 922 4450

We would appreciate your answering the following questions, which simply assist the City Clerk's Office in meeting the requirements of certain City boards and committees.

Are you a registered City voter? No Do you reside within the city limits? No
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Are you or are any of your immediate family members a member of any other City board or Committee? No If yes, which? _____

Please attach a brief letter sharing with us the following information:

- Why are you applying for a city board or committee seat?
- How do you believe your appointment would benefit the city?
- Any other helpful information relevant to your application.

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[Signature]
Signature

9/20/14
Date

Thank **you** for your application.... volunteers secure our community's beauty and promote its enhancement!
- Benjamin C. Marentette, City Clerk

Please return this application, with your letter, to: City Clerk, 400 Boardman Avenue, Traverse City, MI 49684. Please feel free to contact our office at (231) 922-4480 with any questions.

Application for Coast Guard Committee

Polly Watson Cairns

The Coast is a vital operation with significant presence since in our community, along with worldwide recognition for their ability to execute diverse maritime missions over vast geographic areas, under challenging and demanding conditions. It is a great distinction for Traverse City to be designated A Coast Guard City!

It is my desire is to assist with area promotion and education of the services provided by our area Coast Guard. Education is vital to our area residents and visitors of the valuable presence of the Coast Guard.

I would like to assist in improving awareness of the services provided by the Coast Guard, and broadening area partnerships, along with any additional assistance I can provide for budgeting and planning purposes, in line with the mission and strategic priorities of the committee.

I am a fourth generation Traverse City area resident, enjoying all our area offers, especially our beautiful waterways, and wish to do my part to promote the importance of maritime safety and concerns with aquatic issues.

Thank you for your consideration of my application.

Sincerely,

Polly Watson Cairns
231.620.1944

Why did your city initially desire to become labeled a Coast Guard City?

While many Coast Guard families are moved here for reasons of their orders, there is a great deal of Coast Guard families who seek to move to the Traverse City area. About five years ago, Coast Guard Commander John Spanner, along with various other community members embraced the fact that Air Station Traverse City and our area was a place that attracted and supported Coast Guard men and woman by applying for the Coast Guard City recognition. The Traverse City community is proud of Air Station Traverse City and felt that it was part of their duty to recognize the dedication of our local Coast Guard men and woman on a national level for its efforts in protecting and preserving our area. With the help of the Chamber, the City, Air Station Traverse City, and other community members, Traverse City applied for the Coast Guard City recognition.

As a Coast Guard City, how does the city honor the Coast Guard?

Shortly after the City was given the recognition as a Coast Guard City, the City Commission created a committee who is charged with building further recognition and support for the Coast Guard. The committee continuously works to do just that. Our city now has “Proud to be a Coast Guard City” signs on all city limit signs. The Coast Guard makes a presence at various local events such as Friday Night Live sponsored by the Downtown Development Authority. Many vehicles have decals with our Coast Guard City logo. A banner was designed and is proudly hung in the Governmental Center and is carried in local parades. Currently, the committee is working with other city boards on a concept to develop a public park which will have a large piece of art honoring the Coast Guard.

Are members present and visible in the city and during celebrations?

As mentioned above, yes the Coast Guard makes a presence in various local events. To name a couple, they are present in the National Cherry Festival, Friday Night Live, various veteran related events, and are recognized at the Traverse City Patriot Football Game; a football game between two local high schools. The Coast Guard also has an exhibit at our local museum.

Does the city generate any financial support for Coast Guard?

At this point, the city has not generated any financial support for the Coast Guard itself. However, there has been some expenditure for the Coast Guard Committee and its efforts to further recognize the Coast Guard.

Do local businesses contribute to Coast Guard events or organizations?

There are some local businesses who offer cost breaks and special deals for active Coast Guard members. However, to my knowledge there have not been any contributions directly related to Coast Guard events or organizations themselves. – This may be a better question for Sean Cross, Coast Guard Commander.

Would you or your city benefit from additional information or updates on other Coast Guard Cities?

The City would be interested in additional information and updates on other Coast Guard cities. It is nice to have examples on how we can better recognize our local Coast Guard families.

I will attach to the email contact information for the Coast Guard City Committee which will have the Commander's phone number. 😊

Thank you!

DRAFT