



Notice

City Commission Regular Meeting

7:00 pm

Monday, July 20, 2015

Commission Chambers, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted and Published: 07-16-2015

Meeting informational packet is available for public inspection at the Traverse Area District Library, City Police Station, City Manager's Office and City Clerk's Office.

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.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

City Commission:
c/o Benjamin C. Marentette, MMC, City Clerk
(231) 922-4480
Email: tcclerk@traversecitymi.gov
Web: www.traversecitymi.gov
400 Boardman Avenue
Traverse City, MI 49684

The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.

Welcome to the Traverse City Commission meeting!

Agenda

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

Pledge of Allegiance

1. Roll Call

2. Consent Calendar

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for individual consideration by the Commission; and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- a. Consideration of approving minutes of the meeting of July 6, 2015. (Approval recommended) (Penny Hill, Benjamin Marentette)
- b. Consideration of authorizing a purchase order for 40 underbody plow edges. (Approval recommended) (Marty Colburn, Dave Green) (5 affirmative votes required)

- c. Consideration of authorizing a reimbursement agreement with the Boardman River Dams Implementation Team to provide a \$20,000 payment for the Alliance's administrative and managerial support services for the Boardman River Dam Implementation Team. (Approval recommended) (Marty Colburn, William Twietmeyer) (5 affirmative votes required)
- d. Consideration of authorizing an amendment to the consultant agreement to provide for additional required construction material testing and documentation related to the 2015 West Front Street Reconstruction Project. (Approval recommended) (Marty Colburn, Timothy Lodge) (5 affirmative votes required)
- e. Consideration of authorizing an amendment to the contract with Leading Edge Surveying for professional services related to its completion of an inventory of the City's storm sewer structure and a benchmark survey, in connection with the SAW Grant to extend the timeframe for completion to August 15, 2015. (Approval recommended) (Marty Colburn, Timothy Lodge)
- f. Consideration of amending the agreement with the Traverse City Film Festival related to the 2015 annual event to allow for activation of the running (blinking) lights on the marquee at the Bijou by the Bay from 8 a.m. to midnight, during the event and waiving the related ordinance and condition of their sign permit. (Approval recommended) (Marty Colburn, Benjamin Marentette) (5 affirmative votes required)

Items removed from the Consent Calendar

- a.
- b.
- c.

3. Old Business

- a. Consideration of authorizing a purchase and sale agreement for a portion of City land in connection with the Washington Place Development. (Marty Colburn) (5 affirmative votes required)

4. New Business

- a. Consideration of authorizing a purchase order for a Rescue Engine for use by the Fire Department, which is a scheduled purchase. (Marty Colburn, Dave Green) (5 affirmative votes required)
- b. Consideration of adopting a resolution of support for a \$200,000 Coastal Zone Management grant application for Phase III of the Boardman Lake Trail West, which commits the City to providing \$200,000 in secured funds from the Grand Traverse County Brownfield Redevelopment Authority. (Marty Colburn, Russell Soyring) (5 affirmative votes required)

5. Appointments

- a. Consideration of appointing an ad hoc interview committee to make recommendation regarding one appointment to the Parks and Recreation Commission. (Marty Colburn, Katie Stroven)

6. Reports, Announcements and Correspondence

Please note: For this section of the agenda, when an actual report is included or expected, the item will be underlined.

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.

- d. Reports and correspondence from other City officials, boards and committees.
 - 1. Reports from members of the Commission serving on boards.
- e. Reports and correspondence from non-City officials.
 - 1. Fractile Emergency Response Report from North Flight for June 2015.

7. Public Comment

- a. Reserved.
 - None.
- b. General.
- c. Mayor and City Commissioners.

8. Adjournment

The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER

SUBJECT: MINUTES

Attached are the minutes from the following meetings of the City Commission:

- July 6, 2015 Regular Meeting

The City Clerk recommends that these minutes be approved. The following motion would be appropriate:

that the minutes of the July 6, 2015, Regular Meeting, be approved.

MC/slm

k:\tcclerk\city commission\minutes

Minutes of the
City Commission for the City of Traverse City
Regular Meeting
July 6, 2015



A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were present, constituting a quorum: Mayor Michael Estes, Mayor Pro Tem Barbara D. Budros, James Carruthers, Jeanine Easterday, Gary Howe, Ross Richardson, Tim Werner.

The following Commissioners were absent: None.

The Pledge of Allegiance was recited.

Mayor Estes presided at the meeting.

As requested by City Manager Marty Colburn, Agenda Item 2(d) was removed from the Agenda.

2. Consent Calendar

Moved by Carruthers, seconded by Budros, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. the minutes of the June 8, 2015, Study Session, June 15, 2015, Regular Meeting, and June 22, 2015, Study Session, be approved.
- b. the City Manager be authorized to issue a confirming purchase order in the amount of \$21,188.23 to Brenner Oil Co. for 10,024 gallons of unleaded gasoline priced at \$2.11375 per gallon with funds available in the Garage Fund.

- c. the City Manager be authorized to issue a blanket service order to Elite Dry Cleaners for each of three years of satisfactory service at the rates based on the bid prices submitted by them on June 19, 2015, effective July 1, 2015, through June 30, 2018, in the annual amount not to exceed \$7,695 for uniform cleaning services for the Police Department, with funds available in the Police Department Budget.
- d. Removed from the Agenda.
- e. the Mayor and City Clerk execute the Memorandum of Understanding with the Downtown Development Authority specifying the remaining projects to be funded by Tax Increment Financing Plan 2 (TIF 2), provided the expenditures are made on or before June 30, 2017, with any remaining TIF 2 funds to be returned proportionately to the taxing jurisdictions, such Memorandum of Understanding subject to approval as to its substance by the City Manager and its form by the City Attorney
- f. the City Commission approves the request from Traverse Area Community Sailing (TACS) to allow the storage of rowing shells in the Cornwell Sailing Center Boathouse for the 2015 season, consistent with the agreement between TACS and the City dated August 10, 2007; and further that the Mayor and City Clerk execute a Memorandum of Understanding (MOU) with Traverse Area Community Rowing for it to install a fence in Hull Park as described in the July 2, 2015, communication from the City Manager for the 2015 season, with the MOU subject to approval as to its substance by the City Manager and its form by the City Attorney.
- g. the City Manager be authorized to issue a confirming service order to Advantage Electric in the amount of \$12,414 for repair work to be completed on the emergency lighting back up power system at the Opera House, with funds available in the Opera House Fund.
- h. the City Manager be authorized to issue a confirming service order to Comstock Construction in the amount of \$16,938 for repair work to the end railing post on the Park Street Bridge, with the funds reimbursed by insurance carrier of Coca Cola.

CARRIED unanimously.

Items removed from the Consent Calendar

None.

3. Old Business

3(a).

Consideration of authorizing a purchase and sale agreement for a portion of City land in connection with the Washington Place Development.

The following addressed the Commission:

Marty Colburn, City Manager
Timothy Lodge, City Engineer

No action was taken.

3(b).

Consideration of approving the Carnegie Building Use Policy and consideration of adopting a resolution establishing fees for building use, as recommended by the City Commission Ad Hoc Committee on City Assets/Carnegie Building.

The following addressed the Commission:

Benjamin Marentette, City Clerk

Moved by Howe, seconded by Richardson, that the City of Traverse City Carnegie Building Room Use Policy, as recommended by the Carnegie Building/City Assets Ad Hoc Committee, be adopted; and further that the Resolution Establishing the Room Use Rates for the Carnegie Building as recommended by the Carnegie Building/City Assets Ad Hoc Committee, be adopted.

CARRIED unanimously.

4. New Business

4(a).

Consideration of adopting a resolution supporting the concept of installing a canopy over the City Opera House, as requested by the City Opera House Heritage Association, with no city funds to be utilized for the installation, with final authorization to be provided by the City Commission in the future.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Carruthers, seconded by Werner, that the Resolution of Conceptual Approval for the Installation of a Canopy over the City Opera House, be adopted.

Thom Darga, 101 North Park Street

CARRIED unanimously.

4(b).

Consideration of authorizing an amendment to the agreement with T2 Systems for expanded online services for payment and appeals of parking citations and online renewal of parking permits, as recommended by the Downtown Development Authority Board of Trustees.

The following addressed the Commission:

Rob Bacigalupi, Downtown Development Authority Executive Director

Moved by Howe, seconded by Werner, that the Mayor and City Clerk execute an amendment to the contract with T2 Systems Software (originally authorized October 15, 2012, and amended November 15, 2012), to include additional online services as outlined in the June 5, 2015, communication from the Parking Administrator, in an amount not-to-exceed \$44,200 over a three-year

period as well as a one-time expense of \$10,800 for the tokenization development of a credit card profile, with funds available in the Parking System Fund, such amendment subject to approval as to its substance by the City Manager and its form by the City Attorney.

Nicole VanNess, Parking Administrator

CARRIED unanimously.

5. Appointments

5(a).

Consideration of appointing an ad hoc interview committee to make recommendation regarding one appointment to the Coast Guard City Committee.

Moved by Richardson, seconded by Carruthers, that Robert Richardson (seat previously held by Robert Richardson) be reappointed, to one three-year term expiring August 25, 2018, on the Coast Guard City Committee.

CARRIED unanimously.

6. Reports and Communications

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
 1. Reports from members of the Commission serving on boards.

- 2. Certification by the City Treasurer/Finance Director of delinquent water and sewer charges to be placed on summer 2015 tax bills.
- 3. Minutes of the Act 345 Retirement System meeting of May 27, 2015.
- 4. Minutes of the Traverse City Light and Power Board's Human Resources Ad Hoc Committee meeting of May 22, 2015.
- 5. Minutes of the Traverse City Light and Power Board's meeting of May 26, 2015.

e. Reports and correspondence from non-City officials.

None.

7. Public Comment

The following addressed the Commission:

1. Reserved.

None

2. General.

Rick Buckhalter, 932 Kelley Street

3. Mayor and City Commissioners.

Commissioner Jeanine Easterday

There being no objection, Mayor Michael Estes declared the meeting adjourned at 7:45 pm.


 Benjamin C. Marentette, MMC
 City Clerk

Approved: _____,
 (Date) (Initials)



The City of Traverse City

Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTIN A. COLBURN, CITY MANAGER *ma*

SUBJECT: 2015 UNDERBODY PLOW SCRAPER BLADE EDGE
PURCHASE

Attached are memos from Dave Green, DPS Director, and Dave Courtad, Garage Superintendent, to approve the purchase of forty (40) underbody plow scraper edges for use by the Streets Department.

I recommend the following motion (5 affirmative votes required):

that the City Manager be authorized to issue a purchase order to Truck and Trailer Specialties of Boyne Falls in the amount of \$9,996.00 for the purchase of forty (40) underbody plow scraper edges with funds available in the Garage Fund for this required purchase.

MC/jd

cc: Dave Green, DPS Director
Dave Courtad, Garage Superintendent

Memorandum

The City of Traverse City
Department of Public Services



TO: Martin Colburn, City Manager
FROM: Dave Green, DPS Director 
DATE: July 9, 2015
SUBJECT: 2015 Underbody Plow Scrapper Blade Edge Purchase

Attached is a memo from Dave Courtad, Garage Superintendent explaining that he thinks it would be in the City's best interest to use the MiDeal purchasing process to purchase our annual supply of plow blade scraping edges. In the past we would buy the replaceable edges on an as needed basis five or ten at a time which typically increased the unit price per edge. We have been averaging 35 to 45 of these a year so I believe the estimate to be accurate enough. I concur with Dave on this and would prefer to be more transparent and purchase the estimated annual quantity all at once and get City Commission approval for the overall purchase.

Please request City Commission approval to issue a purchase order to Truck and Trailer Specialties of Boyne Falls in the amount of \$9,996.00 for the purchase of forty (40) underbody plow scrapper edges with said funds available for this required purchase in the Garage Fund.

Memorandum

The City of Traverse City
Department of Public Works



TO: Dave Green DPS Director

CC:

FROM: Dave Courtad Garage Superintendent

DATE: June 15, 2015

SUBJECT: Plow Scraper Blades

Annually we need to purchase the underbody plow replacement scraping edges these are produced on a limited basis so we need to get our order in so we can have them for snow season. We replace these on a regular basis as it is a wear item. We can obtain these through MiDeal pricing (attached).

Would you please request that the City Commissioners authorize a purchase order to get Forty (40) Underbody Scraper blades in the amount of \$9,996.00 from Truck and Trailer Specialties, of Boyne Falls.

A handwritten signature in blue ink, appearing to be "D. Courtad", written over the typed name of the sender.



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER ^{TRAC}

SUBJECT: BOARDMAN RIVER DAMS IMPLEMENTATION TEAM –
PROFESSIONAL SERVICES FROM CONSERVATION RESOURCE
ALLIANCE

Attached is a memo from City Treasurer/Finance Director William Twietmeyer asking for City Commission authorization of a reimbursement agreement with Conservation Resource Alliance in connection with its professional services provided to the Boardman River Dams Implementation Team (IT). We have budgeted \$20,000 for these services. (You may recall a reimbursement agreement was authorized in May; that was for the prior fiscal year.)

The City is a member of the IT and Conservation Resource Alliance coordinates the team's efforts in this ongoing, complex project – the following are some of their key services provided:

- Maintaining the overall project plan, which involves multiple partners and coordination with the Army Corps of Engineers and other regulatory agencies
- Assistance in selecting professionals through a qualifications-based selection process
- Development of requests for qualifications (RFQs), requests for proposals (RFPs)
- First-level technical review of progress, billings and deliverables produced by professionals and recommend acceptance/payment
- Coordinate fund development work, including identification of major fund needs and the formulation of related action plans
- Prepare grant proposals and serve as fiduciary/grant manager as needed

- Serves as informational clearinghouse for all activities related to the IT and coordinates communications efforts

I recommend the following motion (5 affirmative votes required):

that the Mayor and City Clerk execute a Reimbursement Agreement with Conservation Resource Alliance in the amount of \$20,000 for it to provide professional support services to the Boardman River Dams Implementation Team in connection with the Boardman River Dams Project, with funds available in the General Fund.

MC/bcm

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copy: William Twietmeyer, City Treasurer/Finance Director

Memorandum

The City of Traverse City



To: Marty Colburn, City Manager
From: William E. Twietmeyer, City Treasurer/Finance Director *W.E.T.*
Subject: Implementation Team Reimbursement Agreement
Date: July 8, 2015

In 2011, the City Commission approved a Reimbursement Agreement with the Boardman River Dams Implementation Team for the City's share of the administrative and managerial support services provided by the Conservation Resource Alliance for the Boardman River Dams Deconstruction Project. That agreement required the City to contribute \$20,000.

Once again in the 2012-13, 2013-14, and 2014-15 fiscal year, the City provided a contribution of \$20,000 in conjunction with the approval of a new reimbursement agreement with the Conservation Resource Alliance.

The City has budgeted \$20,000 for the 2015-2016 fiscal year. We have received an invoice from the Conservation Resource Alliance for the 2015 calendar year. Attached is a copy of the reimbursement agreement with Conservation Resource Alliance for the 2015 calendar year. I am requesting that before I make payment, the City Commission formally approve the reimbursement agreement with Conservation Resource Alliance for their administrative and managerial support services along with approval of the payment of \$20,000 which is what the City budgeted for the 2015-2016 fiscal year. Please place this on the next City Commission agenda for their approval.

REIMBURSEMENT AGREEMENT

THIS AGREEMENT made for calendar year 2015, by and between the Conservation Resource Alliance, a domestic nonprofit corporation of 10850 Traverse Highway, Suite 111, Traverse City, Michigan 49684 (the "CRA") and the City of Traverse City, a Michigan municipal corporation, of 400 Boardman Avenue, Traverse City, MI 49684 (the "City").

WHEREAS, the Boardman River Dams Implementation Team (the "IT") has entered into a Consultant Agreement with Conservation Resource Alliance to provide project management and communications related to the Boardman River Dams project; and

WHEREAS, the City owns the Brown Bridge Dam on the Boardman River, which is involved in the Boardman River Dams project; and

WHEREAS, the City has entered into a Great Lakes Fishery Trust Grant Agreement for funds related to the Boardman River Dams project; and

WHEREAS, the City wishes to provide funding for administrative and managerial services performed by CRA in connection with the Boardman River Dams project;

NOW THEREFORE, the parties agree as follows:

1. Reimbursement from City. The City shall reimburse the CRA in the amount of \$20,000 for administrative and managerial services in connection with the Boardman River Dams project. Such reimbursement shall be provided upon receipt of an invoice from the CRA and shall be made payable directly to the CRA.

2. Independent Contractors. The relationship of the CRA, IT, and the City is that of independent contractors and in accordance therewith, the parties covenant and agree to conduct themselves consistent with such status and that neither they nor their employees, officers or agents will claim to be an officer, employee or agent of the other or make any claim, demand or application to or for any rights or privileges applicable to any officer or employee of same, including but not limited to worker's compensation coverage, unemployment insurance benefits, social security coverage, or retirement membership or credit. The parties do not intend the services provided by the CRA to the City or IT to be a joint venture.

4. Non-Discrimination. The parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of their actual or perceived race, color, religion, national origin, sex, age, height, weight, marital status, physical or mental disability, family status, sexual orientation, or gender identity. Breach of this covenant may be regarded as a material breach of this Agreement.

4. No Third Party Beneficiaries. This Agreement confers no rights or remedies on any third party, other than the parties to this Agreement and their respective successors and permitted assigns.

5. Indemnification by Consultant. The CRA shall indemnify and hold the City and the IT harmless against and from all liabilities, losses, damages, costs, expenses (including attorney fees), causes of action, suits, claims and demands for judgment arising out of those which the parties to this Agreement may sustain as a result from or arise out of any acts or omissions, negligent or otherwise, of the CRA's employees, agents, contractors, or subcontractors in the performance of the work specified in the Consultant Agreement between the CRA and the IT.

Dated: _____

CONSERVATION RESOURCE
ALLIANCE

Amy S. Beyer, Director

CITY OF TRAVERSE CITY

Michael Estes, Mayor

Benjamin C. Marentette, City Clerk

Approved as to Substance:

Approved as to Form:

Martin A. Colburn, City Manager

Lauren Tribble-Laucht, City Attorney



Conservation Resource Alliance

11850 E Traverse Highway
Suite 1180

Invoice

Bill To
City of Traverse City 400 Boardman Ave Traverse City, MI 49684

Date	Invoice #
7/9/2015	798

Description	Amount
2015 consulting - Boardman River Dams Removal/Modification Project	20,000.00

Phone (231) 946-6817

Total	\$20,000.00
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Phase I: Brown Bridge Dam Removal



Brown Bridge Dam Removal By the numbers

- Re-established 2.5 miles of river channel
- Re-established 12.2 acres of floodplain
- Moved 260,000 cubic yards of sediment
- Placed 985 linear feet of woody debris for bank stabilization
- Placed 5,100 linear feet of woody debris for in-stream habitat
- Total project cost: \$4.4 million
- Construction ~ 5 months
- Total hours ~ 21,300
- Partner hours ~2,500

BROWN BRIDGE DAM REMOVAL AND EARLY RESTORATION FUNDING

MAJOR GRANTS 2010-2012

Bureau of Indian Affairs	\$1,349,000	(GLRI*)
Great Lakes Fishery Trust	\$1,000,000	
MDEQ EPA Section 319 Restoration	\$80,000	
National Fish and Wildlife Foundation	\$1,150,000	Sustain Our Great Lakes (GLRI)
Oleson Foundation	\$25,000	
U.S. Environmental Protection Agency	\$533,161	(GLRI)
U.S. Fish & Wildlife Service	\$1,091,386	Great Lakes Fish & Wildlife Restoration Act (GLRI)
U.S. Fish & Wildlife Service	\$500,000	National Fish Passage & GL Basin Partnership (GLRI)

TOTAL **\$5,728,547**

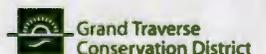
OTHER FUNDING SOURCES – committed for related activities in the Boardman watershed

Rotary Camps & Services of Traverse City	Federal Highway Administration/Michigan
The Frey Foundation	Department of Transportation
City of Traverse City	U.S Fish & Wildlife Service – Tribal Wildlife Grant
Grand Traverse County	NOAA – Coastal Counties Grant
The Conservation Alliance	U.S. Fish & Wildlife Service – Partners for Fish & Wildlife Habitat
Patagonia	Grand Traverse Band – 2% Allocation Grand Traverse County
Trout Unlimited	Bureau of Indian Affairs – Manpower Funding
Adams Chapter TU	Michigan DEQ Coastal Programs
DTE Energy Foundation	U.S. Army Corps of Engineers

* GLRI – Great Lakes Restoration Initiative, the historic federal initiative to restore the Great Lakes ecosystem. GLRI represents the largest investment in the Great Lakes in over two decades to ensure the sustainability and economic vitality of the lakes and surrounding eight-state region.

Source: Conservation Resource Alliance

Project Team





Phase II: Boardman & Sabin Dam Removal



Phase II

- Replace Cass Road Bridge (to west of current location)
- Re-align the river between Boardman and Sabin Dams to its historic channel
- Remove Boardman Dam
- Remove Sabin Dam
- Restore stream channel

Partners

- U.S. Army Corps of Engineers, Detroit District
- Grand Traverse County Road Commission
- Michigan Department of Transportation
- Implementation Team

Phase II Cost Estimate (as of January 2015)

Boardman/Cass Road Design & Permitting: \$1.2 million

Removal/Restoration: \$7.1 million

Bridge replacement: \$3.1 million

Sabin Design & Permitting: \$325,000

Removal/Restoration: \$2.1 million

Project Management, Monitoring, Communications: ~\$250,000/year

(Source: U.S. Army Corps of Engineers, Detroit District, November 2014 and URS Corp., December 2014)

Phase II Timeline

2010-2012: Field studies, preliminary engineering and analysis

2013-2015: Final design, bidding, permitting

2016-2017: Bridge Construction, Boardman Dam Removal

2018: Sabin Dam Removal

2010 – Ongoing: Monitoring



Boardman River Watershed and Dams



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER *MC*

SUBJECT: 2015 WEST FRONT STREET RECONSTRUCTION PROJECT –
CONSTRUCTION MATERIAL TESTING AND DOCUMENTATION

Attached is a memo from City Engineer Timothy Lodge recommending the Commission authorize an amendment to the agreement with Otwell Mawby, under which it is performing construction material testing in connection with the 2015 West Front Street Reconstruction Project.

You will recall that the Michigan Department of Transportation Roads and Risks Reserve Fund provided \$1 million in funding toward the construction contract for this project. MDOT requires this testing and related documentation; additional work is needed to comply with MDOT's testing requirements.

I recommend the following motion (5 affirmative votes required):

that the Mayor and City Clerk execute an amendment to the consultant agreement with Otwell Mawby, P.C. (originally authorized April 6, 2015), in the amount of \$7,000 to provide for additional required material testing and testing documentation associated with the West Front Street Reconstruction Project, such amendment subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Capital Projects Fund.

MC/bcm

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copy: Timothy Lodge, City Engineer

Memorandum

The City of Traverse City
Engineering Department



TO: Marty Colburn, City Manager
FROM: Timothy J. Lodge, City Engineer *T. Lodge*
DATE: July 14, 2015
SUBJECT: Consultant Agreement Amendment
Construction Testing for MDOT Projects
2015 West Front Street Reconstruction

Transportation projects funded with state and federal funds require rigorous material testing and testing documentation. To meet this requirement, the City Commission authorized a Consultant Agreement with Otwell Mawby PC in the amount of \$8,868 at the April 6, 2015 City Commission Meeting. The original construction completion date has been extended several weeks and the Consultant has reached the amount in their agreement with the City. To complete the project additional material testing is required. This testing is needed daily and we do not have the option of performing less testing and still be in compliance with MDOT requirements.

We estimate that the hours and testing charges remaining for the project are in the range of \$5,000 to \$7,000 depending on the progress of the contractor. Therefore we are requesting authorization for an amendment to the Consultant Agreement in the amount of \$7,000 for these necessary services for the project with funds available in the capital project fund. These services will be provided on an "as needed" basis to ensure compliance with MDOT requirements and the final amount is anticipated to be less than this authorized amount.



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER ^{MAC}

SUBJECT: SAW GRANT STORM SEWER STRUCTURE INVENTORY

Attached is a memo from City Engineer Timothy Lodge recommending an amendment to the consultant agreement with Leading Edge Surveying to allow them until August 15 to complete their work. Leading Edge Surveying is preparing an inventory of the City's storm sewer structure in connection with the SAW Grant. Additional time is necessary due to weather and ongoing construction projects which has delayed progress. The City will not incur any additional costs by extending the time for project completion.

I recommend the following motion (5 affirmative votes required):

that the Mayor and City Clerk execute an amendment to the consultant agreement with Leading Edge Surveying, LLC (original agreement authorized January 5, 2015), for the completion of an inventory of the City's storm sewer structure and a benchmark survey, in connection with the Stormwater and Wastewater Grant (SAW Grant), which extends the timeframe for completion to August 15, 2015, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

MC/bcm

k:\tcclerk\city commission\agreements\saw grant storm sewer inventory time extension

copy: Timothy Lodge, City Engineer

Memorandum

The City of Traverse City
Engineering Department



TO: Marty Colburn, City Manager

FROM: Timothy J. Lodge, City Engineer *TJ Lodge*

DATE: July 14, 2015

SUBJECT: MDEQ SAW Grant Sewage Flow Monitoring
Amendment to Consultant Agreement with Leading Edge Surveying

We approved a Consultant Agreement with Leading Edge Surveying at the January 5, 2015 City Commission Meeting as part of the MDEQ's SAW Grant Asset Management Plan. As part of the grant, the City must complete an inventory of our storm sewer system. That includes surveying approximately 760 storm sewer structures (i.e. manholes, catch basins) of the 1800 structures in our inventory and 270 of the 489 benchmarks city-wide. The survey will collect rim elevations for the storm water collection system manholes and catch basins to facilitate the development of a hydraulic model and will collect elevations of the City-Wide benchmarks within the area to convert historic data to current standards.

The Consultant has requested additional time to complete their work and staff concur that weather and other work being performed for the City for several construction projects has impeded their progress. Therefore we recommend that an amendment to the Consultant Agreement be authorized by the City Commission to extend the work completion date to August 15, 2015. There are not any additional charges associated with this change.



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER ^{mac}

SUBJECT: 2015 TRAVERSE CITY FILM FESTIVAL – RUNNING LIGHTS ON
MARQUEE AT *BIJOU BY THE BAY*

Attached is a memo from City Clerk Benjamin Marentette regarding a request from the Traverse City Film Festival for it to run the *Bijou by the Bay's* running lights during the 2015 Traverse City Film Festival event.

I recommend the following motion (5 affirmative votes required):

that the Mayor and City Clerk execute an amendment to the agreement with the Traverse City Film Festival to allow it to operate the running lights on the marquee at the *Bijou by the Bay* from 8 a.m. until midnight daily July 26 through August 2, 2015, during the Traverse City Film Festival, such amendment subject to approval as to its substance by the City Manager and its form by the City Attorney.

MC/bcm

k:\ccclerk\city commission\special events\film festival 2015 running lights

copy: Deb Lake, Traverse City Film Festival Executive Director
Russell Soyring, City Planning Director
Dave Weston, Zoning Administrator

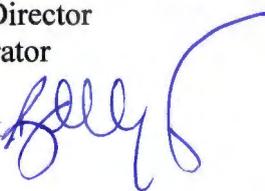
Memorandum

The City of Traverse City



TO: Marty Colburn, City Manager

COPY: Russell Soyring, City Planning Director
Dave Weston, Zoning Administrator

FROM: Benjamin Marentette, City Clerk 

DATE: Wednesday, July 15, 2015

SUBJECT: 2015 TRAVERSE CITY FILM FESTIVAL – RUNNING LIGHTS ON THE
MARQUEE AT *BIJOU BY THE BAY*

Attached is a request from Traverse City Film Festival Executive Director Deb Lake for permission to operate the running lights on the marquee at the *Bijou by the Bay* daily from 8 a.m. until midnight July 26 through August 2 -- during the 2015 Traverse City Film Festival.

Section 1476.11 of the City's Sign Ordinance prohibits a sign with blinking lights – and on September 23, 2013, when the City Commission approved the sign permit for the installation of the marquee at the *Bijou by the Bay*, operation of the blinking lights was specifically excluded.

I have discussed this request with the Zoning Administrator Dave Weston and I recommend the City Commission approve this request and authorize an amendment to the agreement, in which the condition of the Sign Permit and Section 1476.11, prohibiting operation of the blinking lights, be waived.

As always, please let me know if you would like to discuss this matter further.



Benjamin Marentette <bmarente@traversecitymi.gov>

Request from the TCFF

1 message

Deb Lake <deb@tcff.org>

Tue, Jul 14, 2015 at 3:41 PM

To: bmarente@traversecitymi.gov

Hi Benjamin,
Please let me know if you need anything more from us.
Thank you!
Deb

14 July 2015

To the City Commission:

The Traverse City Film Festival requests permission to turn on the Bijou marquee's running lights during the film festival from July 26 through August 2 from 8 am until 12 midnight.

Thank you,
Deb Lake
Executive Director
Traverse City Film Festival
231-944-4117



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER ^{MAC}

SUBJECT: WASHINGTON PLACE DEVELOPMENT; LOCATED AT 215
WASHINGTON STREET

In 2013, the City Commission approved the construction of the development known as Washington Place. This project designated access and parking from the alleyway between Washington and State Streets. As the process evolved, a rezoning occurred which allowed the developer to build this structure taller and wider. This allowed the number of housing units to increase from 15 to 23, which increased the need for parking.

Over the period of the past year and a half, numerous discussions have taken place between the developers and their representatives with members of City staff on points for clarification, as the developer built out their property beyond original capacity. The developers pursued an ingress/egress curb cut along Washington Street instead of the approved alley access. They appealed their case for the allowance by requesting a variance through the Traverse City Board of Zoning Appeals (BZA). On May 12, 2015, the BZA allowed the conditional variance which now brings the final determination to the City Commission. This item went to the BZA due to the City ordinance that prohibits mid-block curb cuts in this portion of the City.

In an attempt to follow city standards and ordinances, staff has been pursuing a resolution with the developer Tom McIntyre that would place the traffic circulation from the parking structure to the alley.

This solution would develop the original concept of access through the alley to the North, by selling 20 feet of City property immediately adjacent to their development with the Market Value of \$92,000 as established by the City Assessor. With the creation of a License Agreement, the City would use this 20' for ten metered parking spaces over the lifetime of the agreement (5 years). This would allow them to exit East from the structure and then North to the alleyway between Washington and State Streets. An additional two parking spaces within the parking structure would also be

provided for in the license agreement, be metered and available to both the public and those staying at Washington Place. The estimated revenue of the twelve meters over five years is \$30,000.

Finally, Mr. McIntyre has also agreed to surrender rights to the variance from the BZA.

This agreement will be developed to form by City Attorney Lauren Tribble-Laucht. This solution would resolve the conflict that evolved.

Conclusions

Mr. McIntyre and I have negotiated these terms and are in agreement that it would resolve the parking ingress/egress issue. Discussions have occurred between Traverse City and the Downtown Development Authority. Lot N was already scheduled for redevelopment next year making improvements. Mr. Bacigalupi is in concurrence with this discussion and resolution.

The highlights of this agreement are:

- City receives \$92,000 for the purchase of a 20' strip of land
- \$30,000 estimated collection of meter income for 12 spaces over five years
- Five (5) year License Agreement for property utilization for both parties
- The developer surrenders rights to variance from BZA for curb cut

The funds from the purchase (\$92,000) may be placed into the Parking System Fund or the General Fund. The \$30,000 of collected meter fees goes to the Parking System Fund. The construction costs for Lot N would typically be derived from the Parking System Fund.

Any expenditure for improvements to Lot N would go through both the DDA and the City Commission in accordance with the Automobile Parking Services Operation and Management Contract between the City and TC DDA dated June 19, 2003 for maintenance and repair over \$2,500.

I recommend the motion on the following page (5 affirmative votes required).

-See recommended motion on following page-

that the Mayor and City Clerk execute a purchase and sale agreement with S.N.A.F.U. for the sale of the 20' x 135' strip of land as generally outlined in

Exhibit 1, Washington Place Site Plan Overlay in the amount of \$92,000 in connection with the Washington Place Development, with the proceeds to be placed within the General Fund; and further that

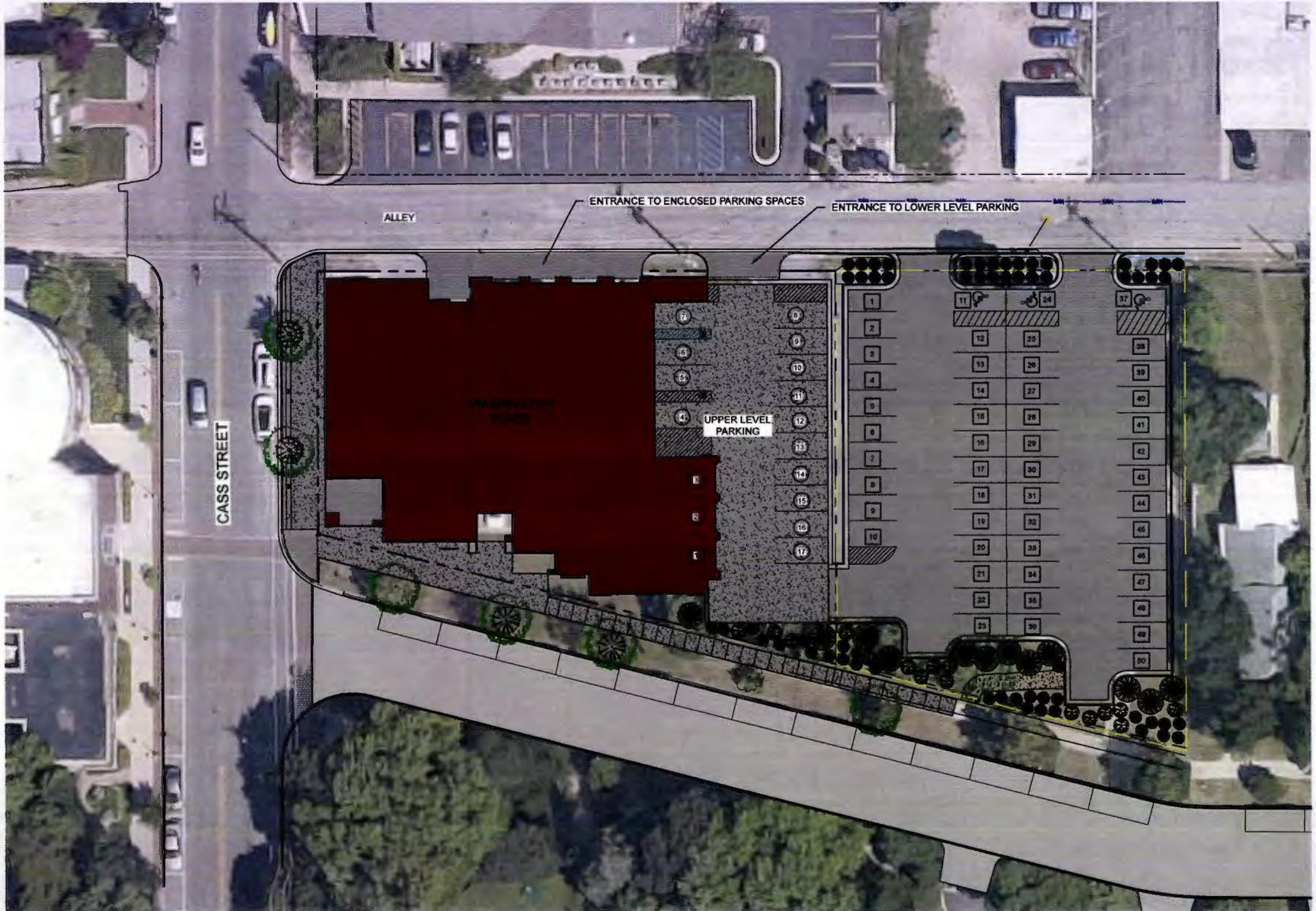
the Mayor and City Clerk execute a five-year License Agreement with S.N.A.F.U. for ten (10) public metered parking spaces to be located in the 20' strip of land as well as two public metered parking spaces to be located in S.N.A.F.U.'s parking deck within Washington Place and to allow the developer access to its property over Lot N, with the revenues from the meters to be retained by the City and placed within the Parking System Fund,

with the purchase and sale agreement contingent upon the applicant/developer's relinquishment of any right to construct a curb cut related to the variance in connection with this development granted by the Board of Zoning Appeals in a manner acceptable to the City Attorney, with both agreements subject to approval as to their substance by the City Manager and their form by the City Attorney.

K:\tcclerk\city commission\agreements\washington place property sale 20150720

copy: Tom McIntyre, S.N.A.F.U.

Rob Bacigalupi, Downtown Development Authority Executive Director
Timothy Lodge, City Engineer
Russell Soyring, City Planning Director
Dave Weston, Zoning Administrator



lot n access concept



exhibit 1
 washington place site plan overlay



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER *mac*

SUBJECT: FIRE DEPARTMENT RESCUE ENGINE PURCHASE

Attached are memos from Director of Public Services Dave Green, Fire Chief Jim Tuller and Garage Superintendent Dave Courtad regarding the purchase of a Fire Department Rescue Engine. The Engine that we currently have, which has an active service life of 15 years, has been in service for over 20 years, and is no longer suitable as a primary response unit.

This is a significant purchase – because of the dollar amount – as well as the importance of having proper rescue and response equipment in the emergency situations to which the Fire Department responds.

As explained in the attachments, City staff have conducted an in-depth review of rescue response units available, including conducting site visits and having our trained mechanics that maintain the fleet, including the fire rescue engines, conduct inspections.

When reviewing the options, there is one other fire rescue engine that was considered; however, the recommended manufacturer is the sole manufacturer that has access to Detroit Diesel engines, which are considered preferred for their reliability as well as our ability to maintain them both in terms of equipment and serviceability by our mechanics. Additionally, the other engine, which does not have the desired drivetrain, that was considered would be \$653,000. I recommend the following motion (5 affirmative votes required):

that the competitive bidding process be waived; and that the City Manager be authorized to issue a purchase order to Pierce Manufacturing in the amount of \$618,493 for the purchase of a 2015 Pierce Velocity PUC Rescue Engine for use by the Fire Department, with funds available in the Garage Fund for this scheduled purchase.

MC/bcm K:\tcclerk\city commission\purchase orders\fire department rescue engine 2015

copy: James Tuller, Fire Chief
Dave Green, Director of Public Services

Memorandum

The City of Traverse City
Department of Public Services



TO: Martin Colburn, City Manager
FROM: Dave Green, DPS Director 
DATE: July 13, 2015
SUBJECT: 2015/2016 Vehicle Replacement Purchase, TCFD Engine 1

Attached are two memorandums related to the planned purchase of a replacement engine for the Traverse City Fire Department's Engine #1, a 1994 Pierce Dash Fire Truck that has reached the end of its service life as an everyday front line response unit. One is from Jim Tuller, Traverse City Fire Chief, explaining in detail the rigorous process his team went through in planning this replacement and his valid reasoning for keeping the 1994 model as a backup or reserve unit. The other is from Dave Courtad, Garage Superintendent, further detailing his department's involvement in the overall request to purchase.

Also, as this is a major investment for the City, discussions were held early in this year's budget preparation with the intention of requesting approval for this purchase after the new fiscal year started in July if the procurement team found a suitable manufacturer. The budget was passed with a line item for replacement of the engine included in the 2015-2016 Garage Fund Vehicle Replacement Schedule (copy attached).

I concur with both requests for the many reasons they have outlined. I believe the Pierce Manufacturing Velocity PUC Rescue Engine meets all the City's needs.

Therefore, please request City Commission approval to waive the competitive bid process and to authorize a purchase order to Pierce Manufacturing in the amount of \$618,493.00 for the purchase of a 2015 Pierce Velocity PUC Rescue Engine with funds available in the Garage Fund for this planned engine replacement purchase.

Communication

From the Office of the Fire Chief

The City of Traverse City
Fire Department



Station 01, 500 West Front Street, Traverse City MI 49684

(231) 922-4930 Ext. 2

Tuesday June 23, 2015

TO: Dave Green, DPS Director

REF: TCFD Engine 01 replacement

Dear Dave,

The purpose of this communication is to request the use of City Garage funds held in the 2015 – 2016 City Budget to purchase a Pierce Manufacturing Velocity PUC Rescue Engine to replace the current TCFD Engine 01.

Engine 01 is a 1994 Pierce Dash fire truck. It is assigned to TCFD Station 01 on Front Street. In its 20 years of service, to date, it has logged 9,440 engine operation hours and 81,736 miles serving Traverse City. Engine 01 is nearing the end of its service life as an every-day front line response unit.

2 ½ years ago, an internal committee was formed comprised of TCFD Firefighters and Officers who were tasked with seeking a unit to replace Engine 01 with focus points being:

- 1) Provision of life safety services to the community.
- 2) Capability for all-hazards response.
- 3) Simplicity in design and reliability in operation.
- 4) A unit that provides for ease of maintenance to promote longevity and efficiencies regarding maintenance and service costs.

2 ½ years ago, meetings were held with the City Garage supervisory staff and mechanics to engage them in the process of selecting a replacement fire truck for Engine 01. The City Garage staff is responsible for the administration of the fire unit replacement program, and also the maintenance and repair of TCFD units. They are also the subject matter experts on drivetrain and power systems, along with performance trends in the heavy truck industry. I felt it was important to include them from the beginning. I appreciate their assistance and guidance with this project.

5 fire truck manufacturers were researched and reviewed by the TCFD committee and myself. Visits to area and out of area fire departments were made for the purpose of reviewing fire trucks that have been in service for some time. Test drives were made system operations were performed along with interviews with fire personnel to solicit information regarding serviceability, dependability, and maintenance costs associated with the different makes and models.

4 manufacturers sent demonstration fire trucks to Traverse City for the purpose of a review by the TCFD committee. More test drives and operations of the different systems on the trucks were performed. All 4 units along with their respective sales representatives were sent to the City Garage for the purpose of a review by the City Garage staff. Engine and transmission systems were reviewed, along with fire pump systems, electrical systems, suspension systems, chassis construction, body construction, and other items that are part of serviceability, dependability and maintenance program costs.

After the research and review was complete, a fire truck provided by Pierce Manufacturing of Appleton Wisconsin was settled upon by all involved as a replacement unit for Engine 01.

The TCFD has had a long and successful history with Pierce regarding performance and service. Pierce is the number one manufacturer of fire trucks in the U.S.A. The Velocity PUC (Pump Under Cab) Rescue Engine will have the capability to suppress fires, provide rescue and extrication at motor vehicle accidents, and will provide Advanced Life Support non-transport service. The PUC refers to the accessibility of the fire pump and related plumbing and valves when the front cab of the truck is tilted up and off of the chassis. This design permits easier and less costly service and maintenance.

A price with all equipment and pieces needed to be NFPA compliant is \$618,493.00. The price quoted includes all hose, tools, and other equipment needed. A significant cost reduction for acquiring all equipment direct through Pierce from the many various suppliers is part of the process. Based on the drivetrain and other equipment and cab/compartments options requested, the price listed was the best price provided. Delivery is 10-12 months from time of order.

My plan is to move the current Engine 01 to reserve status to be a "fill-in" unit when one of the other 2 Engines go to City Garage for service. This will accomplish 3 things:

1. Reduce use on Ladder Truck 01 (the most expensive unit we have) which will increase the amount of years it can be placed on the line for emergency response.
2. The Insurance Service Organization (ISO) awards points for a reserve engine which factors into insurance premium rate determination.
3. A reserve engine can be used for training and other non-emergency uses which leaves other front-line units to respond to 911 calls. This will also prolong the service life of units assigned to emergency responses.

In closing, the Pierce unit fire truck that is being presented is a simple, solid, dependable unit. I expect that with the current and projected emergency call volume and other responsibilities, and also with the maintenance program provided through the City Garage, we should realize 20 years of service with the Pierce PUC unit.


Chief Tuller,
T.C.F.D.

Memorandum

The City of Traverse City
Department of Public Works



TO: Dave Green, D.P.S. Director

CC:

FROM: Dave Courtad Garage Superintendent

DATE: July 2, 2015

SUBJECT: Purchase of a Pierce Velocity PUC Rescue Engine

Chief Tuller along with several members of the fire department have formed committees over the past 2 ½ years do examine the needs of the City Fire Department along with the vehicle requirements to perform that task. My Technicians have also been very involved with the process as necessary to insure the ease of maintenance and repair can be performed at a reasonable expense level along with a very good reliability factor.

Would you please request of the City Commissioners to for-go the bidding process. I concur with Chief Tullers Memo that it would be in the City's best interest for this very specialized piece of equipment.

A handwritten signature in black ink, appearing to be "D. Courtad", written in a cursive style.

**City of Traverse City, Michigan
INTERNAL SERVICE FUND
GARAGE FUND**

~~2014-15~~ **2015-2016** Vehicle Replacement Schedule

Department	Vehicle Description	Estimated Replacement Costs	
Police	2010 Ford Crown Vic Cruiser	\$	28,500
Police	2010 Ford Crown Vic Cruiser		28,500
Police	2006 Harley Davidson		20,000
Street	1995 F450 Dump Truck		65,000
Water	2001 F350 Dump Truck w plow		62,000
garage	2001 Dodge Ram w/Utility body,compressor		65,000
Street	2001 Holder C9700		85,000
# 115 Fire	1994 Pierce Dash Fire Pumper		618,000
TCLP	2002 Freightliner w/altec digger		285,000
TCLP	2007 GMC Savanna 4wd Van		28,000
Engineering	2001 E150 van		60,000
Parks	2000 Bombardier Groomer		300,000
Parks	1970 Bombardier Groomer		200,000
Street	2001 Holder C9700		84,000
Parks	2003 Tennant Litter Sucker		38,000
TCPS	2002 Ford Ranger		27,500
Estimated Total Replacement Cost		\$	<u>1,994,500</u>



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 17, 2015

FROM: MARTY COLBURN, CITY MANAGER ^{JMC}

SUBJECT: COASTAL ZONE MANAGEMENT GRANT APPLICATION –
BOARDMAN LAKE TRAIL AND WATER TRAIL

City staff recently became aware of a grant opportunity, and the deadline is August 3.

Attached is a memo from City Planning Director Russell Soyring requesting the City Commission adopt the attached resolution of support for a Michigan Coastal Zone Management Grant for \$200,000 in grant funds to perform the design work and reviewing the alternatives associated with trail footprint as discussed at a recent City Commission Study Session.

The \$200,000 in matching funds would be provided by the Grand Traverse County Brownfield Redevelopment Authority.

As explained by Mr. Soyring, in discussions with Grand Traverse County Deputy Director of Planning and Development Jean Derenzy, we endeavor to submit a joint application where \$20,000 in grant funds would also be sought for a 'water trail' on Boardman River and Boardman Lake. Ms. Derenzy will be in attendance Monday evening to address any questions.

I recommend the following motion (5 affirmative votes required):

that the Resolution of Support for Michigan Coastal Zone Management Grant for Boardman Lake Trial West III, for \$200,000 in grant funds to be matched equally with Grand Traverse County Brownfield Redevelopment Authority Funds, be adopted.

MC/bcm K:\tcclerk\city commission\grants\coastal zone management grant boardman lake trail

copy: Russell Soyring, City Planning Director
Jean Derenzy, Grand Traverse County Deputy Director of Planning and
Development

Memorandum

The City of Traverse City
Planning Department



TO: MARTY COLBURN, CITY MANAGER

FROM: RUSS SOYRING, PLANNING DIRECTOR *R. Soyring*

SUBJECT: SUPPORT TO APPLY FOR COASTAL ZONE MANAGEMENT FUNDS FOR BOARDMAN LAKE TRAIL FROM FIFTEENTH STREET TO MADELIE ROADSIDE PARK AND TO DEVELOP A WATER TRAIL PLAN FOR BOARDMAN RIVER AND BOARDMAN LAKE

DATE: JULY 15, 2015

The Coastal Zone Program administered through the Michigan Department of Environmental Quality-Office of the Great Lakes as new funding available for trail planning and design. A key focus of the program is to aid coastal towns with trails to prime tourism development through their regional recreational trail system, including water trails. Traverse City as a coastal community has one of the most advanced regional trail systems in the State and is well positioned to receive the funds, especially since there is considerable support by our residents and the proposed trail is well documented in public planning documents, including our 5-year Recreation Plan. Federal funds acquired under this grant program require a local match of an equal amount. Application deadline is August 3, 2015, with project start as early as October 1, 2015. The project end date is June 2016.

To complete a long envisioned community goal to create a public multi-use non-motorized trail around Boardman Lake, a feasible and more detailed trail plan and design is needed for the last section of undeveloped trail to complete the loop around Boardman Lake. About 70 percent of the trail now encircles the lake. The draft Boardman River Prosperity Plan also highlights the opportunity to create a water trail along the Boardman River and Boardman Lake. The water trail plan would identify access and supportive infrastructure enhancements for paddling and recreational opportunities on the Boardman River and Boardman Lake. The water trail effort would also incorporate "Trail Town" economic development training for communities on the Boardman to link trail users with local commerce.

To be eligible for these funds, the community must submit a resolution of support for the project and have local dollars secured for this work. Jean Derenzy has confirmed with me that there are sufficient Brownfield dollars to be used for the local match. The Grand Traverse County Brownfield Authority will take formal action on reserving funds for this trail project at their meeting on July 29.

The recommendation is to make a joint application with LIAA for a total grant of \$220,000. The project cost for site investigation to explore trail alignment options, schematic design for the preferred option, and preliminary design for the multi-use trail is estimated to cost up to

\$400,000. If successful, the Coastal Management Program would pay \$200,000. Brownfield dollars, if approved by the County Brownfield Authority, would provide the required local match. Water trail and Trail Town planning, outreach, and education efforts will cost \$40,000. If successful, the Coastal Management Program would pay \$20,000, with the balance of the required local match obtained from other sources.

Attachments: Program information

The City of Traverse City

Office of the City Clerk

GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City MI 49684
(231) 922-4480
(231)922-4485 fax



**RESOLUTION OF SUPPORT FOR
MICHIGAN COASTAL ZONE MANAGEMENT GRANT
FOR BOARDMAN TRAIL WEST PHASE III**

- Because, the State of Michigan is promoting healthy and vibrant cities to strengthen Michigan's economy and pedestrian and bicycle travel helps build healthy and vibrant cities;
- Because, the City of Traverse City Master Plan envisions a narrow liner park along the banks of the entire Boardman River and Boardman Lake; and
- Because, the City of Traverse City Master Plan encourages pedestrian and bicycle linkages between neighborhoods and parks; and
- Because, the City of Traverse City Master Plan encourages pedestrian and bicycle linkages between neighborhoods and parks; and
- Because, a recreation trail along the west shore of Boardman Lake will link existing trails, neighborhoods and businesses to Boardman Lake and extend the trail south from Fifteenth Street to Medalie Roadside Park to complete the trail encircling the Lake; and
- Because, Grand Traverse County, the Charter Township of Garfield, and the City of Traverse City have collaborated on the implementation of the Grand Traverse County Master Trail Plan created in 1989 that incorporates a trail masterplan recreation trail around the entire circumference of Boardman Lake; and
- Because, the trail and recreational area will strengthen public access to Boardman Lake, which is centrally located in the Traverse City urban area; and
- Because, the Traverse City City Plan proposes that the community focuses its attention on guiding the development of Boardman Lake to ensure numerous public access points and a continuous trail around the lake; therefore be it

(Resolution for Support of Coastal Zone Management Grant for Boardman Lake Trail West Phase III)

RESOLVED, that the City Commission of the City of Traverse City supports the implementation of Boardman Lake Trail West Phase III project, endorses the City's 2011 application for \$200,000 of funding from the Coastal Zone Management Program and commits \$200,000 which has already been secured from Brownfield Redevelopment Authority funds as match (50% project cost).

I hereby certify that the above Resolution was adopted by the Traverse City City Commission at its Regular Meeting of July 20th, 2015, in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Benjamin Marentette, MMC
City Clerk



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
 OFFICE OF THE GREAT LAKES
 COASTAL ZONE MANAGEMENT PROGRAM REQUEST FOR TRAILS
 PLANNING AND DESIGN PROPOSALS

The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended.

COASTAL ZONE MANAGEMENT PROGRAM
REQUEST FOR PROPOSALS FOR ENHANCED PUBLIC ACCESS
THROUGH THE DEVELOPMENT OF TRAIL TOWNS AND TRAIL
PLANNING AND DESIGN

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I. Introduction

Bordered by four Great Lakes, Michigan is graced with the world's longest freshwater coastline. The Michigan Coastal Zone Management (CZM) Program, which is housed in the Office of the Great Lakes, promotes wise management of the cultural and natural resources of Michigan's Great Lakes coastal areas by fostering environmental stewardship through the development and application of tools, science-based policies and effective regulation.

The CZM Program provides grant funds to our coastal communities and partners to assist in the development of vibrant and resilient coastal communities through the protection and restoration of our sensitive coastal resources and biologically diverse ecosystems, and development of coastal recreation and tourism opportunities. These grant funds are made available by the National Oceanic and Atmospheric Administration (NOAA), pursuant to the Coastal Zone Management Act (CZMA) of 1972. The CZM Program anticipates \$300,000 in grant funds will be available in the funding cycle covered by this Request for Proposals (RFP).

This RFP seeks projects for the planning and design of site specific coastal community trails and Trail Town projects. Coastal community trails include non-motorized trails such as water trails, bike paths and walking trails. Trail Towns build the connection between "trails and town" for recreation, economic and tourism benefits. These projects should result in additional projects that are ready for implementation. The RFP Application Package can be found at:
<http://www.mi.gov/coastalmanagement>.

The CZM Program strongly encourages interested applicants to contact program staff early in the proposal development process for assistance and guidance. Complete applications will be evaluated for funding based on the following considerations:

- Extent to which the project furthers CZM Program Focus Area objectives.
- Overall quality and clarity of the application.
- Organizational capability of the applicant to complete the project as proposed.
- Project readiness and feasibility for completion within the specified grant period.
- Cost-effectiveness.
- Degree of public benefit to be derived from the project.
- Measurability of project results.
- Level of local support.
- Extent to which the project leverages private and other public resources.

Questions regarding proposals or the application process may be directed to:

Cheri Meyer
Public Access/Water Quality Specialist
Coastal Management Program
Office of the Great Lakes
Office/Cell: (517) 290-2110
Email: meycrc2@michigan.gov

II. CZM Program Focus Area Objectives

The Great Lakes are a primary focus for recreation and tourism in Michigan. The CZM Program protects, restores, creates and enhances public access to the Great Lakes using approaches that support coastal communities and foster appreciation of our natural resources. Trail Towns is a tourism development approach that uses local and regional recreational trail systems as the focus for community reengagement, economic revitalization, and resource stewardship. Through this RFP, the CZM Program is committed to enhancing public access to the Great Lakes and connecting channels for recreational use, and the development of Trail Towns, through the following types of trail planning and design projects:

- Comprehensive plans for local or regional coastal community trails, including research, surveys, and mapping to support the planning process.
- Assessments of existing coastal community trails to identify and analyze gaps in access, signage, user amenities and other needs, and recommend improvements.
- Development of universally accessible trail amenities while improving access to the coastal resource for all users.
- Development of a *Trail Town Master Plan* that provides a framework for capital improvements (such as a universal accessibility capital improvement plan), marketing efforts (e.g. signage, media), and community involvement.
- Engineering/design plans for specific site locations. This could include plans to create and enhance public access such as pathways, floating docks used for fishing/launching piers with universal accessibility, providing a pervious surface loading and unloading area, canoe/kayak storage racks or other site amenities.
- Development of feasibility studies for the preparation of sites for construction and integration into the Michigan Water Trail system.

Preference will be given to projects with elements that:

- Involve the public in the planning process.
- Connect and expand existing coastal community trails.
- Develop Trail Towns by linking recreational trails with tourism opportunities.
- Increase and improve universal public access.
- Promote stewardship of coastal resources.
- Conduct educational and outreach activities to improve public understanding and stewardship of Trail Towns and coastal community trail access to the Great Lakes and connecting waters and its importance to communities and the economy.
- Conduct training events to provide coastal decision-makers with knowledge and tools to comprehensively plan for and manage trail public access in coastal communities.

III. Funding Availability

A. Who is Eligible:

- Coastal units of government including cities, counties, villages, and townships.
- Regional planning agencies.
- Universities and school districts.
- Tribal governments.
- Nonprofit organizations.

B. Who is Ineligible

An applicant for which any of the following conditions existed in the 12 months prior to the application deadline for this RFP is not eligible for funding:

- DEQ grant contract terminated.
- Unresolved DEQ enforcement actions.
- History of inability to manage or meet DEQ contractual terms and conditions.

C. Grant Amounts:

No less than \$50,000 and up to \$300,000.

D. Match Requirement:

An 1-to-1 non-federal match is required for all projects.

Match may be in the form of cash, in-kind services, or donations. Applicants are required to provide documentation of secured funding.

E. Project Award Period:

The anticipated project start date is October 1, 2015, and end date is no later than June 30, 2016. Projects will be evaluated on project readiness and feasibility for completion within this 9-month project time frame.

F. Ineligible uses for grant funds:

- Land acquisition projects.
- Plans and designs for general recreational and athletic facilities such as playground equipment, ball fields and courts.
- Plans and designs for restroom facilities.
- Construction projects.
- Dredging projects.
- Roadway design projects.
- Recreation plans.
- Purchase of general purpose equipment such as computers, cameras and/or printers.

G. Application Deadline:

Complete Applications must be submitted no later than August 3, 2015.

H. Application Submittal:

Provide an electronic copy of the application (MS Word or text file) and associated materials as described below on a CD or USB flash drive (non-returnable) with a hardcopy cover letter signed by an authorized representative of the applicant on the applicant's letterhead.

Please note that faxed and emailed submissions will not be accepted and late or incomplete applications will not be considered for funding.

IV. Information for Applicants

Proposal information will not be kept confidential. Grant proposals are considered public information under the Michigan Freedom of Information Act, PA 442 of 1976, as amended.

Successful applicants will be required to enter into a grant agreement with the DEQ which includes standard terms and conditions which are not subject to modifications. Failure of a successful applicant to accept these obligations will result in cancellation of the grant award.

V. Application Package

Applications can be no more than 10 single-sided pages in length with text no smaller than 10-point font size. Maps and illustrations may be included but will be subject to the overall application length limit. A cover letter signed by an authorized representative of the applicant and on the applicant's letterhead must accompany the application. Applications submitted to:

Michigan Coastal Zone Management Program
Office of the Great Lakes
Department of Environmental Quality
P.O. Box 30473
Lansing, Michigan 48909-7973

A. Application Cover Page:

The cover page should list the project title, location (city, township, village), county and the relevant Great Lake or connecting waterway. It must clearly state the grant amount requested, match amount provided and total project cost, if greater than the sum of the grant and match amounts.

Information about the applicant must include:

- Applicant agency or organization name.
- Applicant mailing address.
- Authorized representative's e-mail address.
- Authorized representative's telephone number.
- Applicant Federal ID#.
- Applicant DUNS #.
- Name, title, and contact information of a contact person, if different from that of the applicant's authorized representative.

B. Proposed Project Summary:

Provide overview of the proposed project mentioning the name of the applicant and partners, if relevant, the waterways that are the focus of the planning effort, and overall project deliverables.

C. Detailed Proposed Project Description:

The following information is required in the detailed proposed project description:

- Project scope, why the project is needed, and how it addresses the CZM objectives and project preferences.
- How the project addresses the selection criteria.
- List of key project tasks and the outcome(s) or deliverable(s) of each task.

**MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
OFFICE OF THE GREAT LAKES
COASTAL ZONE MANAGEMENT PROGRAM REQUEST FOR TRAILS PLANNING AND DESIGN PROPOSALS**
The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended.

- Project schedule showing the progress and completion of key project tasks by quarter. The quarters are October-December, 2015, January-March, 2016, and April-June 2016. The schedule must show that all tasks will be completed within this timeframe.
- Source of match.

The following information, if relevant, is strongly encouraged to increase the competitiveness of the application:

- Explanation of how the proposed project is consistent with existing plans and ordinances.
- Indication of local support for the project, and identification of agencies or organizations partnering on the project. Letters of support from the public and letters of commitment from project partners may be included in the application submittal as hardcopies or Portable Document Format (PDF) files and will not count toward the 10-page application limit.
- Description of how the proposed project leverages other technical or financial resources.
- Project coordinates in decimal degree format or expressed in degrees, minutes, seconds.

D. Project Tasks and Schedule:

Display time lines for major tasks, target milestones for critical intermediate and final products and key project outcomes/deliverables.

Tasks	Oct- Dec 2015	Jan- Mar 2016	April- June 2016	Outcome/Deliverables

E. Organizational Capability:

Describe the qualifications of the individual(s) anticipated to work on the project and the past experience of the applicant in managing grant projects.

F. Detailed Proposed Project Budget:

Download and itemize project components using the *Detailed Proposed Budget* available at: [www.mi.gov/documents/deq/deq-mcmp-CZM-Grant-budget-form 407422 7.xls](http://www.mi.gov/documents/deq/deq-mcmp-CZM-Grant-budget-form_407422_7.xls). The completed budget spreadsheet file should be included in the CD or USB flash drive with the application and will not count toward the 10-page application limit.

VI. Resolution of Support

Applications from local units of government must include a resolution of support from the governing body. The resolution of support may be included in the submittal as a hardcopy or PDF file and will not count toward the 10-page application limit. An example can be found at:

[www.mi.gov/documents/deq/deq-ogf-czmp-ResolutionofSupport 407111 7.doc](http://www.mi.gov/documents/deq/deq-ogf-czmp-ResolutionofSupport_407111_7.doc)



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF JULY 20, 2015

DATE: JULY 16, 2015

FROM: MARTY COLBURN, CITY MANAGER ^{mc}

SUBJECT: PARKS AND RECREATION COMMISSION – EXPIRING TERMS

Attached is a memo from Deputy City Clerk Katelyn Stroven regarding two terms on the Parks and Recreation Commission which will expire on September 1, 2015. As indicated by Ms. Stroven, both individuals currently serving are interested in reappointment.

This is a City Commission appointment.

The following are sample motions:

1 – to reappoint both existing members

that Danielle Rearick and John Gessner, (seats currently held by Danielle Rearick and John Gessner) each be reappointed to one three-year term expiring September 1, 2018, on the Parks and Recreation Commission.

2 – to establish an ad hoc committee

that an ad hoc interview committee be established to make recommendation regarding two three-year terms on the Parks and Recreation Commission (seats currently held by Danielle Rearick and John Gessner), effective September 1, 2015 and expiring September 1, 2018, and that Commissioners _____, _____ and _____ be appointed to such Committee, with Commissioner _____ to serve as Chair.

MC/kes

K:\tcclerk\city commission\appointments\Parks & Rec_20150720.doc

Copy: Lauren Vaughn, Parks and Recreation Supervisor

Memorandum

The City of Traverse City



TO: Marty Colburn, City Manager
FROM: Katelyn Stroven, Deputy City Clerk *KS*
DATE: Thursday, July 16, 2015
SUBJECT: Parks and Recreation Commission – Expiring Terms

There are two terms on the Parks and Recreation Commission expiring September 1, 2015, seats currently held by Danielle Rearick and John Gessner. Both individuals have indicated their interest in being reappointed to this board.

Attendance Records for 2014

Danielle Rearick – Present 11 out of 12 meetings

John Gessner – Present 4 out of 4 meetings (appointed in late 2014)

These are appointments made by the City Commission. Terms are three years in length and expire on September 1.

The City Clerk's Office has advertised for this board on the city's website, Facebook page, and Twitter page. As a result, we have one additional application on file, William Clark. If the City Commission desires, additional advertising can be done.

If you have any questions, please do not hesitate to contact me.

Thank you!

William Clark
Traverse City, MI 49684

December 8, 2014

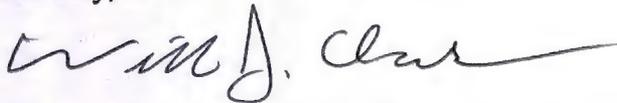
City Clerk. City of Traverse City
400 Boardman Avenue
Traverse City, MI 49684

Dear Mr. Marentette,

I am interested in applying for any seat that becomes open within the 2015 calendar year on either the Planning Commission or on the Park and Recreation Commission. Before making the decision to become a full time father, I was a transportation planner for URS Corporation in Charlotte, NC for five years. I specialized in the development of transit operation and non-motorized comprehensive plans that, because of the physical nature of walking and bicycling, were strongly tied to land-use planning strategies. Before then, I was a land management planner for the Florida Forest Service for another five years and I studied Urban and Regional Planning and environmental education as part of my graduate degree from the University of Florida. I also served on the City of Charlotte's Urban Forestry/Tree Commission and on its Bicycle Transportation Committee during my time there as well. My time here in Traverse City has focused on my children, but I have volunteered for The National Park Service, Norte Youth Cycling, TART Trails, the Traverse City Film Festival & the State Theatre/Bijou, BATA, TCAPS, and the City of Traverse City during my first four years here.

I believe that I can use the experience that I have gained as a planner and a forester to help these commissions make decisions based off of current planning guidelines, policies and practices. I believe that I am very capable of making the type of unbiased, professional and educated contributions that are expected from a commission member and that I can help Traverse City take the steps necessary to develop our urban areas, transportation network, and parks to compete in an intelligent and sustainable manner.

Sincerely,



William J. Clark

Enc.: City of Traverse City Application to Become Involved

City of Traverse City
Application to Become Involved



Thank you for your interest in serving on one of Traverse City's boards or committees! Volunteers help to secure our community's beauty and promote its enhancement – Benjamin C. Marentette, City Clerk

Board/Committee you are interested in serving (indicate up to three): _____

Planning, Park & Recreation

Name: Bill Clark

Address: on file Traverse City MI 49684
(Street) (City) (State) (Zip)

E-Mail Address: on file

Preferred Phone No.: on file Additional Phone No.: _____

Occupation: Educator, Forester, Planner (if retired, please provide your career)

Before submitting your application, please be sure to attach a brief letter indicating the following:

- Why are you applying for a city board or committee seat?
- How do you believe your appointment would benefit the city?
- Describe your involvement in the community on a board/committee or in another volunteer capacity.
- Any other helpful information relevant to your application.

While it is not required, a resume is helpful in the recruitment process for City boards and committees.

YES NO Are you in default to the City?
If yes, please note applicants in default to the City are not eligible for consideration.

YES NO Do you or immediate family members currently serve on a City board or committee?
If yes, which board? _____

YES NO Did you attach the required letter outlining the items requested above?

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.

Bill Clark
Signature

Dec 8, 2014
Date

Please return your application, letter, and optional resume to City Clerk, 400 Boardman Avenue, Traverse City, MI 49684. If you have any questions, please feel free to contact our office at (231) 922-4480. Again, thank you for your interest!

William James Clark

Education:

- Bachelor of Science, *School of Forest Resources and Conservation, University of Florida*. May 1996. Major, Resource Conservation. Minor, Wildlife Ecology.
- Master's Degree in Forest Resources and Conservation, *University of Florida*. May 2002. Urban and Regional Planning emphasis with a minor in Science Education.

Traverse City Area Volunteer Experience, 2010 to 2014:

- **Sleeping Bear Dunes National Park.** I spent the last two summers monitoring the endangered piping plover nests for Sleeping Bear Dunes National Park. I have also spent several months last fall (2013) walking the beaches weekly to photograph and bury dead birds for their botulism study.
- **Norte Youth Cycling.** I am a new board member of this non-profit bike group for kids.
- **TART Trails.** I am a regular volunteer for this non-profit and often help with related events such as the TC Zombie Run, Turkey Trot, Leelanau Heritage Tour, Recycle a Bicycle, snow removal, random cleaning and maintenance, and volunteering for other rides, runs, ski events and programs that support TART and other regional trail systems.
- **TCAPS Montessori Elementary School at Glenn Loomis.** I volunteer for one full day a week at my children's school taking each recess class for activities on Thirlby Field plus I spend time there each week doing numerous volunteer projects for the students, teachers, PTO, and helping with the Building and Grounds Committee. I have volunteered as a daily crossing guard for a year before organizing the implementation of their new AAA Student Safety Patrol Program.
- **Traverse City State Theatre, The Bijou, and Traverse City Film Festival.** I volunteer for several shifts each month at our State Theatre and volunteer each day of the Film Festival and Winter Comedy Arts Festival.
- **BATA (Bay Area Transit Authority).** I was invited to give my input to BATA last spring at weekly planning meetings when they were putting together their new route system. They asked me to give my professional opinions and I ended up greatly helping them create the changes that BATA recently unveiled.
- **City of Traverse City.** I have served on the mayor's *Yes to Division Street Committee* and have been invited to speak with the City Planner on occasion concerning transportation issues. I also spend a few hours a day in the winter shoveling various city walkways.

Professional Career Experience:

- **URS Corporation, Charlotte, North Carolina. August 2005 to July 2010**
I was a planner in charge of developing written transportation plans for municipalities and facilitating the public discussion for the adoption of these plans. Generally, my focus was pedestrian, bicycle, and transit plans. During my time in Charlotte, I served on the City of Charlotte Urban Forestry/Tree Commission under mayor Pat McCrory (now the current governor of North Carolina) and on the City of Charlotte Bicycle Transportation Advisory Committee under mayor Pat McCrory and then mayor Anthony Foxx (now the US Secretary of Transportation with the Obama Administration.)
- **Mount Holyoke College, South Hadley, MA. October 2004 to February 2005**
I was the assistant coach for Mount Holyoke College's NCAA Division Three Swimming and Diving Team for the 2004/2005 season. I helped to instruct the swimmers on proper technique.

- **Northampton City Schools, Northampton, MA. September 2004 to February 2005**
I was a substitute teacher for the Northampton City Schools in Massachusetts. I spent an extended period of that time working with a special needs second grade student.
- **Universidad de San Francisco de Quito, Quito, Ecuador. Sept. 2003 to Dec. 2003**
I was an English professor at the *Galápagos Academic Institute for the Arts and Sciences*, which is an extension campus of the *Universidad de San Francisco de Quito* in Ecuador. I taught basic and advanced English to Spanish-speaking students of the university on the island of San Cristobal in the Galapagos Archipelago.
- **Parque Nacional de Galápagos, San Cristobal, Galapagos. Oct. to Dec. 2003**
I volunteered my spare time with *Parque Nacional de Galápagos* (Galapagos Island National Park) translating a plant identification guidebook and a tourism interactive computer CD. I also guided local scout groups with their environmental programs.
- **Florida Forest Service, Gainesville, FL. January 1999 to September 2003**
I was a forester for the *Florida Division of Forestry* (Now the *Florida Forest Service*) responsible for assisting small private landowners with their forestry practices by collecting field data and using it to plan, write, and present land management plans. I played an important role in community education, serving five years on the state's *Forestry Education Committee* as its lead instructor, curriculum planner, and material writer, and as our district's *Fire Prevention Committee* Chairperson.
- **Dunnellon and Kanapaha Middle Schools, Marion and Alachua County FL August 1997 to January 1999**
I was an 8th grade science teacher at Dunnellon and Kanapaha Middle Schools, responsible for the students' understanding of physical and environmental science.
- **North Central FL Regional Planning Council, Gainesville, FL. May to Aug. 1997**
I was an intern planner responsible for collecting and presenting data on housing types in the region.
- **St Johns, Alachua, and Gilchrist County Florida Schools. Sept 1996 to April 2004**
I was a part to full time substitute teacher for three school districts in Florida while I pursued a graduate degree and to increase my teaching skills.
- **Jefferson Smurfit/Container Corporation of America, May to August 1996**
I was an intern forester responsible for collecting and presenting growth data on five year-old slash, loblolly, and longleaf pine plantations.

Select Certifications and Training:

Florida General Science 5-9 Teaching Certificate	<i>Wildland Firefighter</i> , Florida Division of Forestry and Florida Fire Marshal
Massachusetts Middle Grades Science Teaching Certificate Qualified	Prescribed Burn Manager, State of Florida
Walking Communities Training Workshop by Dan Burden	Firefighter, State of Florida Fire Marshal
American Red Cross CPR, First Aid, Lifeguard, and Instructor Candidate Training	Federal I-200 Incident Command Training
Florida Division of Forestry <i>Arc View</i> Training for GIS	Federal P-101 Introduction to Wildfire Prevention
Florida Division of Forestry Fire Behavior Training	Federal P-130 - Wildfire Cause Determination
Florida Division of Forestry Forest Health Training	Federal P-301 - Wildland Fire Prevention Planning
Florida Division of Forestry Hazardous Materials Awareness (OSHA1)	Federal S-130/S-190 - Basic Fire Management
Florida Division of Forestry First Responder for EMS	Federal S-200 - Initial Attack Incident Commander
Project Learning Tree Facilitator Trainer	Federal S-270 - Basic Air Operations
TEFL Certified (Teaching English as a Foreign Language)	PADI and YMCA certifications in SCUBA

Parks & Recreation Commission

	<u>Initial Apt. Date</u>	<u>Termination</u>
Brian Haas (Chairperson) 227 E. 10th St, TC, 49684 928-273-3468 (Cell) oblhaas@gmail.com	09/19/11	09/01/17
Margaret Szajner (Vice Chairperson) 647 West Orchard Dr, TC, 49686 392-3933 (Res) 941-1986 (Bus) keedanlex@gmail.com	08/16/10	09/01/16
Danielle Rearick 626 W. 8th St, TC, 49684 590-7476 (Res) 922-9600 (Bus) danielle@byte-productions.com	09/04/12	09/01/15 09/01/18
- Seeking Reappointment		
Brooke DiGiacomo 440 N. Spruce St, TC, 49684 932-9030 ext. 220 (Bus) 517-410-8184 (Res) brookeedigiacomo@gmail.com	10/07/13	09/01/17
Matthew Ross 625 W. Seventh St, TC, 49684 231-409-1943 (Cell) matthewross538@gmail.com	05/04/15	09/01/16
John Gessner 702 Highland Park Dr, TC, 49686 303-909-0693 (Res) 995-7737 (Bus) johngessner@me.com	08/18/14	09/01/15 09/01/18
- Seeking Reappointment		
Commissioner Gary L. Howe City Manager Designee 926 Lincoln St, TC, 49686 715-1017 (Res) glhowe@traversecitymi.gov	11/12/13	11/13/17

All appointments are 3-year terms expiring 09/01.

This Commission consists of 7 members who are registered electors of the City. One member is the City Manager or designee, the other 6 are appointed by the City Commission.

Purpose: to make recommendations (advisory capacity) to the City Commission on matters relating to the operation, development, and planning of parks, recreation and cemetery services and activities.

Meets the 1st Thursday each month at 6:30 pm in the Commission Chambers.

7/20/15 - CC REPORT

Fractile Emergency Response Times

Company IS NORTH FLIGHT INC; AND Trip Date IS BETWEEN 06/01/2015 AND 06/30/2015; AND Call Types IS Intercept OR Prehospital; AND Initial Priorities IS P - 1, Lights and Sirens; AND Response Zones IS TRAVERSE CITY, CITY OF-28

Response Time Minutes
Call Count
Cumulative Call Count

Percentage of Total Calls

Cumulative Percentage

Negative Times

7

7
7.00%

7%

01:00 - 01:59
3

10
3.00%

9%

02:00 - 02:59
9
19
8.00%
18%
03:00 - 03:59
7
26
7.00%
24%
04:00 - 04:59
15
41
14.00%
38%
05:00 - 05:59
22
63
21.00%
59%
06:00 - 06:59
10
73
9.00%
68%
07:00 - 07:59
6
79
6.00%
74%
08:00 - 08:59
10
89
9.00%
83%
09:00 - 09:59
8
97
7.00%
91%
10:00 - 10:59
4
101
4.00%

94%
11:00 - 11:59
3
104
3.00%
97%
12:00 - 12:59
3
107
3.00%

100%

Total Calls:

107

RescueNet™

Printed on: 7/6/2015 at 10:41:00AM

Page 1 of 1

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