



Notice

City Commission Regular Meeting

7:00 pm

Monday, February 1, 2016

Commission Chambers, Governmental Center

400 Boardman Avenue

Traverse City, Michigan 49684

Posted and Published: 01-28-2016

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 City Commission meeting of January 19, 2016. (Approval recommended) (Marty Colburn, Benjamin Marentette)
- b. Consideration of authorizing a confirming emergency service order for emergency services in connection January 2, 2016, watermain break at Pine and State Street. (Approval recommended) (Marty Colburn, Dave Green) (5 affirmative votes required)

- c. Consideration of authorizing a purchase order for a valve replacement at the Wastewater Treatment Plant. (Approval recommended) (Marty Colburn, Dave Green) (5 affirmative votes required)
- d. Consideration of authorizing a confirming purchase order for diesel fuel for City operational use. (Approval recommended) (Marty Colburn, Dave Green) (5 affirmative votes required)
- e. Consideration of authorizing a settlement agreement in connection with *Zagunis v. City of Traverse City* (Grand Traverse County Circuit Court Case No. 12-29494-NO). (Approval recommended) (Marty Colburn, Lauren Tribble-Laucht) (5 affirmative votes required)
- f. Consideration of authorizing an intergovernmental agreement for operations and management of the Grand Traverse County Senior Center. (Approval recommended) (Marty Colburn) (5 affirmative votes required)
- g. Consideration of scheduling a public hearing on a \$195,759 Michigan Natural Resources Trust Fund Grant application for Hickory Hills for Tuesday, February 16, 2016. (Approval recommended) (Marty Colburn, Russell Soyring)
- h. Consideration of scheduling a public hearing regarding the Five-Year Parks and Recreation Plan for Tuesday, February 16, 2016, as recommended by the Parks and Recreation Commission and Planning Commission. (Approval recommended) (Marty Colburn, Dave Green)
- i. Consideration of approving a Human Resources Director position and authorizing the City Manager to fill the vacancy as soon as practical; and consideration of adopting the related budget amendment. (Approval recommended) (Marty Colburn) (5 affirmative votes required)
- j. Consideration of adopting a resolution granting approval of a request from The Woda Group for a Payment-in-Lieu of Taxes (PILOT) arrangement for a housing development at the southwest corner of Pine Street and West Front Street, for citizens of low income; and consideration of authorizing the

- related municipal services agreement. (Adoption and approval recommended) (Marty Colburn, Polly Cairns) (5 affirmative votes required)
- k. Consideration of adopting a resolution granting approval of a request for an expanded payment-in-lieu-of-taxes (PILOT) arrangement for Bay Hill Apartments off Veterans Drive, as requested by Hollander Development Corporation; and consideration of authorizing the related municipal services agreement. (Adoption and approval recommended) (Marty Colburn, Polly Cairns) (5 affirmative votes required)
- l. Consideration of authorizing a three-year contract for elevator maintenance and safety testing at the Larry C. Hardy Parking Garage and the Old Town Parking Garage. (Approval recommended) (Marty Colburn, Nicole VanNess) (5 affirmative votes required)

Items removed from the Consent Calendar

- a.
- b.
- c.

3. Old Business

- a. Consideration of a request from Commissioner Richard Lewis for the City Commission to consider tabling a contract amendment for professional services associated with finalizing the appropriate permit applications to the Michigan Department of Environmental Quality for the Public Pier. (Commissioner Richard Lewis) (5 affirmative votes required)
- b. Informational update on the West Boardman Lake Trail Project. (Marty Colburn)

4. New Business

- a. Consideration of a request from Mayor Jim Carruthers for the City Commission to adopt a resolution in support of House Resolution 182, requesting State of Michigan Officials shut down the Enbridge Pipeline, which transports oil underneath the Straits of Mackinac. (Mayor Jim Carruthers)
- b. Consideration of adopting a resolution in opposition to Public Act 269, which prohibits communication from public officials regarding ballot measures within 60 days in advance of the subject election. (Marty Colburn, Lauren Tribble-Laucht, Benjamin Marentette)

5. Appointments

- a. Consideration of appointing an ad hoc committee to develop a proposed policy regarding payment-in-lieu-of-tax (or PILOT) arrangements. (Marty Colburn)

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.

2. Quarterly Report from Traverse City Parking Services for the second quarter, September through December 2015.
 3. 2015 Annual Report for Code Enforcement.
- e. Reports and correspondence from non-City officials.
1. Minutes of the Traverse Area District Library Board of Trustees meeting of August 20, 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 FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{MAC}MARTY COLBURN, CITY MANAGER

SUBJECT: MINUTES

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

- January 19, 2016 Regular Meeting

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

that the minutes of the January 19, 2016, Regular Meeting, be approved.

MC/slm

k:\tcclerk\city commission\minutes

Minutes of the
City Commission for the City of Traverse City
Regular Meeting
January 19, 2016



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.

Mayor Jim Carruthers, Mayor Pro Tem Ross Richardson, Brian Haas, Gary Howe, Richard I. Lewis, Amy Shamroe, and Tim Werner.

The following Commissioners were absent: None.

The Pledge of Allegiance was recited.

Mayor Jim Carruthers presided at the meeting.

As requested by Mayor Pro Tem Ross Richardson, Agenda Item 2(f) be removed from the Consent Calendar for individual consideration by the Commission.

As requested by Commissioner Tim Werner, Agenda Item 2(e) be removed from the Consent Calendar for individual consideration by the Commission.

2. Consent Calendar

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

- a. the minutes of the January 4, 2016, Regular Meeting, and the January 11, 2016, Study Session, be approved.
- b. an amendment to the Traverse City Code of Ordinances, Section 863.17, Civil Infraction, which would align the fee for those violating the ordinance

with other ordinance violation fees, which was introduced on January 4, 2016, be enacted with an effective date of January 29, 2016.

- c. the independent auditors report as provided by representatives of Abraham and Gaffney for Fiscal Year 2014-2015, which ended June 30, 2015, be accepted.
- d. the City Manager be authorized to declare Truck #78, a 1995 Ford F450 and Truck #88, a 2001 Ford F350 surplus, and that the City Manager be authorized to issue a purchase order to Signature Ford of Owosso, in the amount of \$115,898.00 for the purchase of two new 2016 Ford F550 Dump Trucks to be used by the Streets Division and the Water Distribution Division with funds available in the Garage Fund.
- e. Removed from the Consent Calendar.
- f. Removed from the Consent Calendar.

CARRIED unanimously.

Items removed from the Consent Calendar

a.

Consideration of adopting two resolutions regarding a street vacation request from Grand Traverse Area Catholic Schools and scheduling a public hearing for Tuesday, February 16, 2016.

The following addressed the Commission:

Marty Colburn, City Manager
Lauren Tribble-Laucht, City Attorney

Moved by Lewis, seconded by Haas, that the Resolution Deeming it Advisable to Vacate a Portion of Vine Street and the Resolution Deeming it Advisable to Vacate a Portion of Second Street, as recommended by the City Planning Commission, be adopted, which schedules a public hearing for final resolution for February 16, 2016, with condition #2 of the resolution to be

amended to insert at the end the following words: 'with the costs of such to be borne by the applicant.'

Russ Soyring, City Planning Director

CARRIED unanimously.

b.

Consideration of authorizing a consultant agreement for construction document, construction monitoring and schematic design services associated with creating a weather-protected area for customers and create additional work area for staff at the Hardy Parking Garage.

Timothy Lodge, City Engineer

Lauren Tribble-Laucht, City Attorney

Moved by Werner, seconded by Richardson, that the competitive bidding process be waived and that the Mayor and City Clerk be authorized to execute a Consultant Agreement with Environment Architects in the amount of \$12,830 for professional schematic design services, construction document preparation, bidding assistance, and construction monitoring for the Parking Services Violations Bureau Office Build Out, with funds available in the Parking System Fund, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

Rob Bacigalupi, Downtown Development Authority Executive Director

CARRIED unanimously.

3. Old Business

None.

4. New Business

4(a).

Consideration of authorizing the letter of agreement for the 2016 and 2017 National Cherry Festival events, outlining their use of city personnel and resources, with final permits to be authorized by the City Clerk.

The following addressed the Commission:

Marty Colburn, City Manager
Benjamin Marentette, City Clerk

Moved by Haas, seconded by Shamroe, that the Mayor and City Clerk execute the letter of agreement with the National Cherry Festival (NCF) outlining the terms and conditions of NCF's use of City resources in connection with the 2016 and 2017 National Cherry Festival, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney, with acknowledgement by NCF that they are required to obtain a Parks and Public Land Use Permit from the City Clerk; and finally, that the City Clerk be authorized to issue the related Street Use and Park and Public Land Use Permits.

Trevor Tkach, National Cherry Festival Executive Director
Rick Buckhalter, 932 Kelley Street – made general comments
Rob Bacigalupi, Downtown Development Authority Executive Director

CARRIED unanimously.

5. Appointments

5(a).

Consideration of approving the recommendation of a representative from the Parks and Recreation Commission to serve on the Arts Commission.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Richardson, seconded by Howe, that Brooke DiGiacomo be appointed as the Parks and Recreation Commission Representative on the Arts Commission, term expiring September 1, 2017.

CARRIED unanimously.

5(b).

Consideration of re-establishing the City Commission Ad hoc Committee regarding Administration of the Garage Fund.

The following addressed the Commission:

Marty Colburn, City Manager

Moved by Haas, seconded by Richardson, that a City Commission Ad Hoc Committee Regarding Administration of the Garage Fund be re-established for an additional six-month term from February 17, 2016 (originally established on February 17, 2015 and re-established on August 17, 2015) to review the administration of the Garage Fund; and that Mayor Pro Tem Richardson, Commissioner Werner and Commissioner Haas be appointed to the Committee, with Mayor Pro Tem Richardson to serve as Chair, with the committee to expire August 17, 2016.

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. Minutes of the Act 345 Retirement System meeting of October 28, 2015.
 - 3. Minutes of the United States Coast Guard City Committee meeting of December 3, 2015.
 - 4. Minutes of the Human Rights Commission meeting of November 9, 2015.
 - 5. Minutes of the Planning Commission meetings of December 1, 2015 and December 15, 2015.
 - 6. Minutes of the Joint Planning Commission and Parks and Recreation Commission meeting of December 15, 2015.
 - 7. Annual Report from the Planning Commission for 2015.
 - 8. Quarterly Report from the Code Enforcement Officer.
- e. Reports and correspondence from non-City officials.
 - 1. Monthly Operations Report for the Wastewater Treatment Plant from CH2M for December 2015.

7. Public Comment

The following addressed the Commission:

- 1. Reserved.

None
- 2. General.

Rick Buckhalter, 932 Kelley Street

- 3. Mayor and City Commissioners.

Commissioner Amy Shamroe
Mayor Jim Carruthers
Marty Colburn, City Manager

8. Adjournment

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 8:00 p.m.



Benjamin Marentette, MMC
City Clerk

Approved: _____
(Date) (Initials)



The City of Traverse City

Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016
FROM: ^{MAC} MARTIN COLBURN, CITY MANAGER
SUBJECT: EMERGENCY WATER MAIN REPAIR, PINE & STATE STREETS

Attached are memos from Dave Green, DPS Director, and Justin Roy, Water/Wastewater Maintenance Superintendent, requesting a confirming service order to Molon Excavating, Inc. for emergency water main repairs at Pine & State Streets.

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

that the City Manager be authorized to issue a confirming service order to Molon Excavating, Inc. in the amount of \$28,423.87, for emergency water main repairs at Pine & State Streets, with funds available in the Water Fund.

MC/jd

cc: Dave Green, DPS Director
Justin Roy, Sewer/Water Maintenance

Memorandum

The City of Traverse City
Department of Public Services



TO: Martin Colburn, City Manager
FROM: Dave Green, DPS Director *DSG*
DATE: January 21, 2016
SUBJECT: Emergency Water Main Repair, Pine & State Street

Attached are two memorandums related to the January 2, 2016 12" diameter water main break that occurred under the intersection of State Street and Pine Street. One is from Justin Roy, explaining in detail the events of the break itself and what and when things were conducted to fix the rupture. The second memo, from me, was a more in depth description of the entire event spanning the time between initial break to final clean up. I use the word final loosely because we will have some additional unknown costs associated with this break in the spring when we can assess what needs to be done to repair the road and curbing in the area and get the work accomplished.

The current repair work required the services from Molon Excavating, Inc. to repair the ruptured water main, backfill the street, and excavate the eroded soil from the Boardman River. We have received their invoices for the work that total \$28,423.87, reviewed their summary of charges and are recommending that a confirming service order be authorized in the aforementioned amount to Molon Excavating, Inc. with funds therefore available in the Water Fund.



**CITY OF TRAVERSE CITY
WATER/WASTEWATER MAINTENANCE**

COPY

TO: DAVE GREEN, DPS DIRECTOR
FROM: JUSTIN ROY, WATER/WASTE/WATER MAINTENANCE SUPERINTENDENT
SUBJECT: STATE & PINE WATER MAIN BREAK
DATE: 1/14/16
CC:

JR

On Saturday January 2nd at 11:00 p.m., I received a call from Central Dispatch informing me that a large amount of water was coming out of the ground at the corner of State & Pine Streets. I dispatched Brian McManus to investigate. At 11:30 p.m., Brian called me back to confirm that it was a water main break.

After speaking with Brian, I began calling in additional crew members to assist him in the repair process. I then headed to the site myself, arriving on scene at 12:30 a.m. Upon my arrival, the crew was in the process of turning valves off to isolate the leak. As I investigated the scene, it was obvious that the water had created a large washout between the buildings at the Uptown Development; depositing dirt into the river. A large power pole was also jeopardized by the washout. This prompted my call to Great Lakes Energy to have a TCLP crew assess the situation.

At approximately 1:00 a.m., we were able to reduce the amount of flow coming from the leak, while maintaining positive pressure in the water system. We continued investigating the area to determine the actual location of the leak so we could begin the repair process. By 2:30 a.m., I had determined that the repair was beyond the capabilities of our equipment. At this point, the decision was made to call Molon Excavating to assist with the repair. By 3:30 a.m., Molon had arrived on site to begin the repair process.

A large circular crack was discovered in the water main. The crack was approximately 6' long; starting on the East side of the pipe, circling under the pipe to the West side. An 8' section of the pipe was removed, and a new piece was installed. The repair was completed and the system was fully functional at 11:00 a.m. Sunday. With the repair complete, Molon began the backfilling process. The roadway was re-opened at 2:00 p.m. on Sunday, January 3rd.

Memorandum

The City of Traverse City
Department of Public Services



TO: Marty Colburn, City Manager
CC: Ben Marentette, City Clerk

FROM: Dave Green, DPS Director 

DATE: January 14, 2016

SUBJECT: 12" Water Main Break, Intersection of Pine & State Street



The following is a summary of the events corresponding with a 12" water main rupture the City experienced on Saturday night, January 2, 2016 at the intersection of Pine Street and State Street. The chronological breakdown is how I recall the incident unfolded as it relates to timing and actions that were undertaken to safely and efficiently deal with the unfortunate occurrence.

According to the graphs at our Water Treatment Plant we are confident the break in the 12 inch diameter water main that runs north/south under the west edge of Pine Street at the State Street intersection occurred at or near 10:40 pm on Saturday night, January 2, 2016. By analyzing the graphs we can pick up a substantial increase in the rate our storage tanks were dropping at that time, indicating an increase in demand or a leak.

Central Dispatch first tried to contact City staff at or near 11:00 pm. The 20 minute gap is because it takes time for a leak to become visible on the surface, for someone to notice and react to the water, and for them to contact Central Dispatch to start the communication process. Although the leak was a significant event the alarms in the plant did not sound until after Central had already started contacting City Staff due to the large volume of water we store in our tanks and the low demand that was on the system due to the time of night the break occurred. The system was leaking but not fast enough to trigger the plant alarms until 3:00 am, well after the leak was reported and under control.

At 11:30, the first members of the City staff showed up on scene to evaluate what was going on, safety measures needed, determination of what main was leaking, etc. By 1:00 am on Sunday, January 3, 2016 the leak was reduced to a manageable flow by staff while still maintaining system pressure and work began to accurately locate and expose the leak. As this work continued, at 2:30 am, staff made decision to solicit the help of a local contractor to assist and then take over the repair of the failure due to the location, size and depth of the main. Molon Excavating showed up on site approximately 3:30 am and worked with City staff until 11:00 am that same Sunday until the main was repaired and the system was fully functional. The crews worked another 3 hours, until 2:00 pm, Sunday, January 3, 2016, until the roadway was opened for traffic.

COPY

Memorandum

The City of Traverse City
Department of Public Services



Although the leak was repaired in less than 2 hours and twenty minutes a 12" diameter water main under pressure can cause issues with the road and drainage system in close proximity to the failure. The storm water system in the area didn't have the capacity to handle the large increase in water running down Pine Street which caused it to flow over the curb and gutter of the street and down an unimproved earthen bank between two buildings being constructed within the Uptown Development. This water caused approximately 175 cubic yards of soil to be washed into the Boardman River and also cause considerable damage to some construction equipment, scaffolding and construction materials that was being stored on site.

The following Monday, January 4, 2016 I called a meeting with stakeholders to determine next steps to repair washout and remove sediment from river. Included in the meeting was Mike Wills, Uptown Development, Kent Walton, Molon Excavating, City staff from TCL&P, City Engineering and City DPS. It was agreed upon to start backfilling around a TCL&P power pole that was being held up by a TCL&P truck since Sunday morning immediately and settle who would be financially responsible for that work later because of the concern the group had with keeping a pole held up by the truck. I also contacted the MDEQ and the GT Conservation District to set up a meeting to review and determine the best way to remove the eroded soil that washed into the Boardman River. Tuesday, January 5, 2016, Molon begins backfilling and damage restoration on Uptown Site and L&P are able to remove truck from site. The following day, Wednesday the 6th, I meet with Robyn Schmidt, MDEQ, Steve Largent, GT Conservation, John McWethy, City Engineering, Bruce Remai, GT County Construction Code Office and Kent Walton, Molon Excavating to brainstorm sediment removal from the river. Per MDEQ, no permit for work required because incident was considered an infraction. A plan of action involving a mini excavator down the slope and a full size excavator up on the bank working in tandem to move the soil into a truck was agreed upon.

On Thursday, January 7, 2016 Molon began removing the washed out soil from the Boardman River and completed the task, including bank stabilization, by noon on Friday, January 8, 2016.

The break also caused extensive damage to the street and concrete curbing in the intersection but repair will not be able to be finished until the weather warms in the spring.

City Engineering and DPS staff is still reviewing what may have caused this break but at this time we feel there is nothing pointing to a direct cause of the failure.



The City of Traverse City

Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016
FROM: ^{mm} MARTIN COLBURN, CITY MANAGER
SUBJECT: WASTEWATER TREATMENT PLANT VALVE
REPLACEMENT PROJECT

Attached are memos from Dave Green, DPS Director, and Elizabeth Hart, Project Manager for CH2M, requesting a purchase order to Lesman Corporation for a Valve Replacement at the Wastewater Treatment Plant.

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

that the City Manager be authorized to issue a purchase order to Lesman Corporation in the amount of \$7,192.48 for the purchase of a 3" Maxon shut-off valve for the Wastewater Treatment Plant, with funds available in the Sewer Fund.

MC/jd

cc: Dave Green, DPS Director
Elizabeth Hart, CH2M Project Manager

Memorandum

The City of Traverse City
Department of Public Services



TO: Martin Colburn, City Manager
FROM: Dave Green, DPS Director *DG*
DATE: January 19, 2016
SUBJECT: Wastewater Treatment Plant Valve Replacement Project

Attached is a memo from Elizabeth Hart, Project Manager for CH2M, our WWTP operators, asking for approval to purchase a replacement valve for Boiler # 1. As Liz explains, this valve needs to be replaced and cannot be rebuilt due to liability reasons. I concur with the recommendation.

Please request City Commission approval for a purchase order in the amount of \$7,192.48 to Lesman Corporation for the purchase of a 3" Maxon shut-off valve required at the WWTP with funds available in the Sewer Fund.

TO: Dave Green

CC: Martin Colburn

FROM: Elizabeth Hart

DATE: January 19, 2016

SUBJECT: TCRWWTP BOILER VALVE REPLACEMENT

One of the digester gas shut off valves on Hurst Boiler #1 failed. Without the replacement of this valve, Boiler #1 will have to run on Natural gas 100% of the time. Through the cold winter months, it is "normal operating procedure" to run our lag boiler on natural gas. Boiler #1 is currently in the lag position running on natural gas. Boiler #2 is in the lead position and will run on methane gas when there is enough available. This operating configuration actually uses less natural gas, than having both boilers set to run on methane gas or natural gas. However, it is beneficial to have both boilers capable of burning methane and natural gas because it offers redundancy, and allows us to rotate boilers in and out of the lead position reducing the wear and tear on the boilers, and extending their useful life. Below are the purchasing options CH2M has identified for the replacement of the Maxon valve on Hurst Boiler #1.

Vendor #1, Lessman Corp

\$7,192.48

Maxon 3" shut-off valve SST BODY/TRIM 300CMA11-BC52-BB21B0. Replacement for S/N 03A418624. Delivery is: **3-4 weeks**. Shipping charges are not included and will be determined upon receipt of order. Quote is dated 1-5-2016 and is valid for 30 days.

Vendor #2 Maxon, A Honeywell Company

\$7,219.72

Maxon 3" shut-off valve SST BODY/TRIM 300CMA11-BC52-BB21B0. Replacement for S/N 03A418624. Delivery is: **4-5 weeks**. Shipping charges are not included and will be determined upon receipt of order. Quote is dated 1-7-2016 and is valid for 30 days.

Recommendations

CH2M is asking for approval to purchase the replacement valve from Lessman Corp. Their lead time is shorter and the cost of the valve plus tax is less. Both vendors stated that the valve cannot be rebuilt due to liability issues.

ch2m MEMORANDUM



Instruments • Valves • Controls

135 Bernice Dr
Bensenville IL 60106-3366
Phone: 630-595-8400 Fax: 630-595-2386

QUOTATION # 1/210340

Date: 01/05/2016 Terr 15
Quoted By: Mike Weber

Page: 1 of 1

Attn: ANDREW WALDRON 231-313-5526

For:
CH2M HILL
MILWAUKEE WI 53201-

Ship to:
CH2M HILL
135 S 84TH ST
MILWAUKEE WI 53214-1476

CH2M
Contact Fax # 414-272-4408

Reference	Delivery	Ship Via	Terms	F. O. B.
	3 TO 4 WEEKS	UPS GROUND	NET 30	Shipping Pt
Line# Qty	Item/Description	Price Disc	Net Price	Total
010 1	300CMA11-BC52-BB21B0 MAXON 3" SHUT-OFF VALVE SST BODY/TRIM REPLACEMENT FOR S/N 03A418624.	6,811.06	6,811.06/EA	6,811.06

Full Product Specs Available at
www.lesman.com/get/MPSO.php

THANKS FOR THE OPPORTUNITY.

This quotation is valid for 30 days.

Shipping & Handling Charges (if any) are not included.
Your local Account Manager is CRAIG KUCHTA 262-498-8808
Credit Cards accepted only at order placement.

Subtotal: 6,811.06
Tax : 381.42
Total: 7,192.48

MAXON
A Honeywell Company
 P.O. Box 2068, Muncie, Indiana, U.S.A. 47307-0068
 201 East 18th Street, Muncie, Indiana, U.S.A. 47302-4124
 http://www.maxoncorp.com

PROPOSED BILL OF MATERIAL

Corporate Offices
 PHONE: (765) 284-3304
 FAX: (765) 286-8394
 D-U-N-S: 00-641-9774
 FED.ID.#: 35-0496620

SALES PROPOSAL
 No. 873233 SP

CUSTOMER NO. 135144 DATE 01/07/16 PAGE 1

FOR CH2M HILL
 606 FRANKLIN ST
 TRAVERSE CITY MI 49686-2679

RESPOND TO:
 Maxon, A Honeywell Company
 35501 Mound Rd.
 Bldg. C
 Sterling Heights, MI 48310

PHONE (586) 977-3290
 FAX (586) 977-3835

TERRITORY 4	REQUESTED BY ANDREW	TERMS TO BE ESTABLISHED	DELIVERY INSTRUCTIONS PER TERMS AND CONDITIONS
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NOTES

QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENSION
		PLEASE ALLOW A 4-5 WEEK LEAD TIME FOR DELIVERY		
1.0	300 C MA11	3"CP MA11 CNFGD VLV	6,811.06	6,811.06
		***** 3"CP MA11 CNFGD VLV ***** VALVE SERIES --> 3CP 5000	Per EA	
		=====		
		MODEL NUMBER 1..... 300CMA11		
		MODEL NUMBER 2..... BC52-BB21B0		
		SIZE..... (300) 3" -- DN80		
		FLOW CAPACITY..... (C) CP FLOW		
		VALVE TYPE..... (MA) MAXON AUTOMATIC VALVE		
		NORMAL POSITION..... (1) SHUT-OFF VALVE		
		AREA CLASSIFICATION..... (1) GENERAL PURPOSE		
		BODY CONNECTION..... (B) ANSI Flanged (PN20)		
		BODY SEALS, BUMPER MATERIAL..... (C) Viton orings/Viton bumper		
		BODY MATERIAL..... (5) Stainless Steel		
		INTERNAL TRIM PACKAGE..... (2) -2 Trim Package		
		SOLENOID VOLTAGE..... (B) 115V 60HZ		
		MOTOR VOLTAGE..... (B) 115V 60HZ		
		MOTOR TIMING..... (2) 6 second		
		SWITCHES..... (1) VOS1/VCS1		
		ENCLOSURE RATING..... (B) NEMA 4X		
		INSTRUCTION LANGUAGE..... (O) English		
		MATERIAL CERTS REQUIRED..... (N) NO		
		PED DOCUMENTATION..... Choice Not Selected		
		=====		
		FUEL..... Digester Gas		
		TOP ASSEMBLY POSITION..... Right		
		TAGGING..... No tagging		
		MIN/MAX AMBIENT TEMPERATURE..... OF MIN, 140F MAX		
		MIN/MAX FLUID TEMPERATURE..... OF MIN, 140F MAX		
		MOPD..... 10		
		SOLENOID CURRENT..... .32		
		MOTOR CURRENT..... 1.7		
		AGENCY APPROVALS..... FM, CSA		
		AGENCY APPROVALS 2..... PED		
		***** 3"CP MX14 CNFGD VLV *****		
		MODEL NUMBER 1..... 300CMA14-		
		MODEL NUMBER 2..... BC52-****		
		SIZE..... (300) 3" -- DN80		
		FLOW CAPACITY..... (C) CP FLOW		
		VALVE TYPE..... (MA) MAXON AUTOMATIC VALVE		
		NORMAL POSITION..... (1) SHUT-OFF VALVE		
		AREA CLASSIFICATION..... (4) VALVE BODY ONLY		
		BODY CONNECTION..... (B) ANSI Flanged (PN20)		
		BODY SEALS, BUMPER MATERIAL..... (C) Viton orings/Viton bumper		

* IMPORTANT *
 THE GOODS DESCRIBED HEREIN ARE PURCHASED ACCORDING TO TERMS AND CONDITIONS SET FORTH.

**CONTINUED ON NEXT PAGE **



P.O.Box 2068, Muncie, Indiana, U.S.A. 47307-0068
 201 East 18th Street, Muncie, Indiana, U.S.A. 47302-4124
<http://www.maxoncorp.com>

PROPOSED BILL OF MATERIAL

Corporate Offices

PHONE: (765) 284-3304
 FAX: (765) 286-8394
 D-U-N-S: 00-641-9774
 FED.ID.#: 35-0496620

SALES PROPOSAL

No.	873233 SP
CUSTOMER NO.	135144
DATE	01/07/16
PAGE	2

FOR

CH2M HILL
 606 FRANKLIN ST
 TRAVERSE CITY MI 49686-2679

RESPOND TO:

Maxon, A Honeywell Company
 35501 Mound Rd.
 Bldg. C
 Sterling Heights, MI 48310

PHONE
 (586) 977-3290
 FAX
 (586) 977-3835

TERRITORY	4	REQUESTED BY	ANDREW	TERMS	TO BE ESTABLISHED
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DELIVERY INSTRUCTIONS	PER TERMS AND CONDITIONS
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NOTES

	QUANTITY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENSION
* IMPORTANT * THE GOODS DESCRIBED HEREIN ARE PURCHASED ACCORDING TO TERMS AND CONDITIONS SET FORTH.		BODY MATERIAL.....	(5) Stainless Steel		
		INTERNAL TRIM PACKAGE.....	(2) -2 Trim Package		
		MATERIAL CERTS REQUIRED.....	(N) NO		
		PED DOCUMENTATION.....	Choice Not Selected		
		FUEL.....	Digester Gas		
	MOPD.....	10			
FREIGHT CHARGES AND SALES TAX WILL BE ADDED AT TIME OF INVOICING IF APPLICABLE.			SALES TAX @ % 6.000	408.66	
				USD Dollar TOTAL	7,219.72



The City of Traverse City

Communication to the City Commission

FOR THE CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2015
FROM: *MC*
MARTY COLBURN, CITY MANAGER
SUBJECT: #2 DIESEL FUEL PURCHASE

Telephone / fax bids were received for dyed #2 ultra-low sulfur diesel fuel for use by various city departments.

The following is a summary of these bids.

<u>Vendor</u>	<u>City</u>	<u>Price/gallon</u>
Lemmen Oil	Coopersville	\$1.93075
Crystal Flash	Traverse City	\$2.0205
Fick & Sons	Grayling	\$2.1520
Scotland Oil	Alma	\$2.1872
Blarney Castle	Traverse City	Did not bid
Brenner Oil	Mount Pleasant	Did not bid
Gilberts Service Oil	Traverse City	Did not bid
Schmuckal Oil	Traverse City	Did not bid

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

that the City Manager be authorized to issue a confirming purchase/service order in the amount of \$11,058.61 to Lemmen Oil Company for 10,001 gallons of dyed #2 ultra-low sulfur diesel fuel without additives priced at \$1.10575 per gallon with funds available in the Garage Fund."

MC/wb

The previous purchase price on 8/5/15 was \$1.62875 per gallon.



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{mac} MARTY COLBURN, CITY MANAGER

SUBJECT: ZAGUNIS V. CITY OF TRAVERSE CITY – SETTLEMENT

City Attorney Lauren Tribble-Laucht provided the City Commission with a confidential attorney-client communication under separate cover regarding this matter. We recommend that the City Commission authorize the settlement agreement. If, however, the City Commission wishes to discuss this matter in detail, the City Attorney recommends the City Commission go into closed session. If it is the desire of the City Commission to enter into closed session, this item should be removed from the Consent Calendar and the alternative motion should be adopted.

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

that the settlement agreement in the matter of Zagunis v. City of Traverse City (Grand Traverse County Circuit Court Case No. 12-29494-NO) described in the memorandum from the City Attorney dates January 25, 2016 be approved and that the Mayor and City Clerk be authorized to sign any necessary documents to effect the settlement, subject to approval as to their substance by the City Manager and form by the City Attorney.

Alternatively, if the City Commission wishes to enter into closed session, the following motion would be appropriate (a roll call vote with 5 affirmative votes is required):

that the City Commission enter into closed session to discuss an attorney-client privileged communication and settlement strategy in connection with Zagunis v. City of Traverse City (Grant Traverse County Circuit Court Case No. 12-29494-NO) as authorized by MCL 15.267 (e) and (h) immediately following the public comment portion of the agenda.

MC/kez

K:\tcclerk\city commission\agreements\Settlement Agrmt_Zagunis_20160201.doc



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{MAC} MARTY COLBURN, CITY MANAGER

SUBJECT: INTERGOVERNMENTAL AGREEMENT – SENIOR CENTER
MANAGEMENT

As you are aware, the City is part of an intergovernmental agreement with Grand Traverse County for management of the Senior Center which will expire December 31, 2016. It is staff and my recommendation to extend this agreement for an additional five years, with certain adjustments being made.

The first change is to amend section 4 to allow for termination of the agreement upon convenience with a minimum 120 day notice from either party. This is an increase in notice from 60 days in the previous agreement.

The second change is to amend section 5 which only requires the involved parties to meet on an as needed basis rather than annually.

Finally, staff entertained the request of possibly entering into a lease agreement with Grand Traverse County rather than an intergovernmental management agreement. The Senior Center plan is considered City Parkland and it is recommended not to move forward with that alternative.

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

that the Mayor and City Clerk be authorized to execute an Intergovernmental Agreement with Grand Traverse County for management of the Senior Center for a term of five years, expiring December 31, 2021, subject as to its substance by the City Manager and its form by the City Attorney.

MC/kez

K:\tcclerk\city commission\agreements\Intergovernmental_Senior Center_20160201.doc



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{mc} MARTY COLBURN, CITY MANAGER

SUBJECT: MICHIGAN NATURAL RESOURCES TRUST FUND GRANT –
PHASE ONE HICKORY HILLS IMPROVEMENTS – SCHEDULE
PUBLIC HEARING

Attached is a memo from City Planning Director Russell Soyring explaining a grant request to the Michigan Natural Resources Trust Fund for funds to support phase one of the Hickory Hills improvements. The improvements anticipated to be completed with these funds are described within Mr. Soyring's memo.

As mentioned Mr. Soyring, the grant request is for \$195,759, more or less, with a match of \$200,000. The matching portion of this grant has already been raised by Preserve Hickory Hills.

The Michigan Natural Resources Trust Fund requires a public hearing be held before the application is submitted to allow for comment by the public.

Hickory Hills Master Plan:

http://www.traversecitymi.gov/downloads/hh_master_plan_140602_1.pdf

The following motion will schedule a public hearing for Tuesday, February 16.

that a public hearing regarding the grant application to the Michigan Natural Resources Trust Fund for funds to support phase one of the Hickory Hills improvements, be scheduled for Tuesday, February 16, 2016.

MC/kez

k:\tcclerk\city commission\grants\hickory hills_20160201.doc

copy: Russell Soyring, City Planning Director

Memorandum

Planning Department



TO: Marty Colburn, City Manager

FROM: Russell A. Soyring, Planning Director *R. Soyring*

DATE: January 26, 2016

SUBJECT: Hickory Hills Natural Resources Trust Fund Grant Request

The Planning Department is preparing to submit a Natural Resources Trust Fund Grant request for the first phase improvements for Hickory Hills. A public hearing must be held prior to submitting the grant request.

The request is for \$195,759 more or less that will be matched with \$200,000 that was raised by the Preserved Hickory Hills, a non-profit organization. The chart below indicates the improvements anticipated to be completed if the grant is approved.

Terrain and Trail Expansion		
Multi-purpose, comprehensive trail system (Nordic, mountain bike, snowshoe, hiking)	\$129,500	
Ski Terrain Expansion	\$111,607	
Ski Terrain Lighting	\$43,034	
Disc Golf Expansion	\$15,000	
Trail Parking (20% of estimated \$433,092 total parking based on 40/195 total spots)	\$86,618	
Wayfinding	\$10,000	
		\$195,759 DNRTF
TOTAL Terrain and Trail Development	\$395,759	\$200,000 MATCH

Attached is the Hickory Hills Master Plan. Please note that only the items listed above are planned to be constructed. It is anticipated the full build out of the Hickory Hills Master Plan will take several years of fund raising before the complete plan can be implemented.

Please place on the City Commission agenda to schedule the public hearing for the February 16, 2016 Regular Meeting of the City Commission.



HICKORY HILLS SKI PARK & RECREATION AREA
 CONCEPT B - WINTER PLAN

 North
 0 50 100 Feet
 SE GROUP

MAINTENANCE 3000 SF
 NEW LODGE 7,100 SF (2 STORY)
 ALL GUEST SERVICES
 NEW DROP OFF (18 CURBS AND BUS)
 NEW PARKING AREA (150 SPACES)
 HICKORY MEADOW
 PAULSON
 RELOCATED GATE
 NEW PARKING AREA (100 SPACES)
 BRACKLEY PT ST
 PRIVATE RESIDENCE



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{*mc*} MARTY COLBURN, CITY MANAGER

SUBJECT: PARKS AND RECREATION FIVE YEAR PLAN – SCHEDULE
PUBLIC HEARING

Attached you find a copy of the draft Parks and Recreation Plan prepared by the Parks and Recreation Commission and City Staff. This plan has been reviewed and recommended for adoption by the Planning Commission as indicated in the attached memo from City Planning Director Russell Soyring. This plan, if adopted by the City Commission, will serve as the basis for possible improvements to parks and programs and for grant applications during a five-year period, 2016-2021.

The Michigan Department of Natural Resources requires a public hearing be held to hear comments from the public regarding the Parks and Recreation Plan before it is officially adopted by the City Commission.

The following motion would schedule a public hearing for Tuesday, February 16.

that a public hearing regarding the City of Traverse City Parks and Recreation Plan, 2016-2021, be scheduled for Tuesday, February 16, 2016.

MC/kez

k:\tcclerk\city commission\Parks Rec Plan\PHSchedule_ParksRecPlan_20160201.doc

copy: Dave Green, Director of Public Services
Lauren Vaughn, Parks and Recreation Supervisor

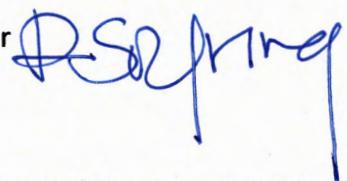
Memorandum

Planning Department



TO: Marty Colburn, City Manager

COPY: Lauren Vaughn, Parks and Recreation Superintendent

FROM: Russell A. Soyring, Planning Director 

DATE: January 25, 2016

SUBJECT: Planning Commission Action on Parks and Recreation 5-Year Plan

The Traverse City Planning Commission on a 9-0 vote recommended approval of the draft City of Traverse City Parks and Recreation Plan 2016-2021 at their January 20, 2016 Special Meeting.

No public comment was received regarding this agenda item at the meeting.

Please forward the Planning Commission's recommendation to the City Commission for their consideration.

CITY OF TRAVERSE CITY

PARKS AND RECREATION DRAFT PLAN 2016 – 2021

Please review and return any comments by the end of the business day on Thursday, February 4, 2016.

Thank you !

INTRODUCTION

This Recreation Plan describes the parks system and recreation opportunities in the City of Traverse City and establishes goals, objectives and an overall vision for our community's parks and recreation future.

The City Parks and Recreation staff takes the lead in the direction of the planning process and the preparation of the City Recreation Plan with guidance from the City Parks and Recreation Commission and other City staff members.

This Parks and Recreation Plan is the result of a collaborative effort undertaken by the City of Traverse City's Parks and Recreation Commission and various City departments. The intent of this plan is to identify the current status of parks and recreation, the recreational needs of the community, and to develop priorities for Traverse City by evaluating the current available resources such as planning documents and public input.

The citizens of Traverse City have continually demonstrated their support for the maintenance and development of quality City parks and recreation facilities. Past surveys revealed strong local support in favor of continued development and maintenance of the existing facilities. Perceived as an essential component of the community, these facilities function both in meeting the needs of local residents and by providing a major attraction for tourism, which is Traverse City's most important industry.

For purposes of this plan, recreation can be defined as any activity that promotes the physical and/or mental well being of the person who is participating, and that provides relief from the routine and stress of everyday life. Recreational activities are often classified into two broad categories of "active" and "passive" involvement. Open space is defined simply as space that is not used for buildings or man-made structures. It can be air, land or water and is an area that is often used for recreational activities.

SECTION 1

COMMUNITY DESCRIPTION

This recreation plan has been developed for the City of Traverse City, located in Grand Traverse County 253 miles northwest of Detroit and 316 miles north of Chicago. The City's northern boundary is Lake Michigan's Grand Traverse Bay, a large bay divided by the Old Mission Peninsula. The southern tip of West Grand Traverse Bay is fully within the City of Traverse City. The western portion of the southern tip of East Grand Traverse Bay is also in the City limits. Situated in the Boardman River Valley, the City is surrounded by forested hills, cherry and apple orchards, vineyards, and numerous inland lakes along with a rapidly growing community that expands out into the surrounding townships. The area's beauty has historically attracted sportsmen and outdoor enthusiasts from southern Michigan as well as throughout the U.S.A. Prior to developing a reputation as a recreation and tourist area, this part of the state, as well as all of northern Michigan, based its economy on lumbering and to a lesser extent, agriculture. In the 1850's, the City bustled with the activity of several sawmills and related industries along with a great number of diversified businesses of the era until the lumbering industry waned at the turn of the 20th century.

Today, several downtown buildings and businesses are reminders of that era dating back a century or more. Among them are the City-owned Opera House, the Hannah - Lay Building, and the old State Bank building (now Fifth-Third Bank). Both have maintained the 19th century flavor while adding modern conveniences of the 21st century.

Preservation of Traverse City's historic buildings and homes is important to residents. Within walking distance of downtown, one may tour the well maintained historic neighborhoods and view some of the finest "lumbering era" architecture in Michigan.

A number of major events are held in the area reflecting the region's tie to its natural resource and agriculture base. Some of the best known events are the National Cherry Festival, the Bayshore Marathon, "The Iceman Cometh" mountain bike race, the M-22 Challenge, the North American Vasa Cross Country Ski Race and the Great Lakes Equestrian Festival. In addition, the area hosts a variety of sporting events including sail boat races, boat and car shows, golf championships, disc golf tournaments, skiing events, foot races, off road bicycle racing, and all variety of sports tournaments.

Unlike many communities the size of Traverse City, the area is not lacking in cultural and educational activities. World famous artists perform throughout the year and outdoor summer concerts are a highlight at the Interlochen National Music Camp and Arts Academy. The Traverse City Film Festival continues to gain in prominence and is becoming well known internationally. In addition, the Northwestern Michigan College Dennis Museum permanently houses an extensive collection of artwork and a children's discovery area, along with works by masters and regional artists. The school ship, Inland Seas, provides classes on West Grand Traverse Bay for school aged children.

Each year, many additional concerts, plays and special events such as art, antique, car and boat shows take place in the Traverse City area. Traverse City features the Traverse Symphony Orchestra, the Old Town Playhouse, and many other music and theater groups providing varied entertainment. The restored, historic State Theatre on Front St. and the Bijou By The Bay theatre, housed in the former Con Foster Museum Building in the City's Clinch Park, allow for both live theater and motion picture venues. Both of these are operated by the Traverse City Film Festival organization. The City Opera House has undergone major restoration including a grand entrance in a former store front and new dressing room.

The 2013 population estimate for Traverse City proper was 15,018. According to the U.S. Census Bureau, the City of Traverse City population as of the 2010 census was 14,674. This was up slightly from the 2000 census figure of 14,532 and down from the 1990 figure of 15,155. The surrounding townships however, continue to grow at a rapid rate. Grand Traverse County has grown from the 1970 population of 31,975 to the 2014 estimate of 90,782. The 2010 census figure was 86,986, in 2000 it was 77,654 and the 1990 population was 64,273. This figure indicates an over 29% increase during this 24 year period. The City of Traverse City has provided parks and recreation facilities that have been under increasing pressure from use by the growing area population along with the tourist influx, especially in the summer months.

NATURAL RESOURCES

INTRODUCTION

Enjoyment of recreation in the Traverse City area is due in large part to the abundance of natural and physical resources in the region. Certainly, this is true for boaters, swimmers, bikers, campers, bird-watchers, fishing enthusiasts, scuba divers, hikers, and both cross country and downhill skiers.

EAST AND WEST GRAND TRAVERSE BAYS (Lake Michigan)

The bays are the most important natural resource. Its shoreline is an area of great concern, particularly in light of development pressures it is exposed to daily. While much of the bay shore is privately owned, the bay itself is a public resource. It is used for fishing, sailing, boating, swimming, wind-surfing, diving, and simply viewing from the shore. There is a desire to link all the City bay front parks together, featuring trails, walkways, etc., with interpretive educational centers as part of the trail. Several historical and watershed educational stations have been added in the past few years. There also is a push to enhance shore-based fishing, with an emphasis on more public fishing without need for a boat. One location in the planning stage is at the mouth of the Boardman River where it empties into West Grand Traverse Bay.

Management of the City's shorelines and riparian areas must include protection and enhancement of fish habitat to improve this fishery. Another aspect that needs improving along the shore line is the placement of storm water drains. There continues to be enormous thought going into planning for these positive steps to lessen impact on the bays. Stormwater treatment devices have been installed in four parks to help reduce the amount of pollutants and sediments reaching the Boardman River and the Bays. Removing or controlling several invasive species of plants and animals is also at the forefront of environmental efforts. The re-establishment of native vegetation in some disturbed habitat areas is the best defense against the growth of invasive plants.

About half of Traverse City's shoreline is sandy beach. Other parts of the shoreline have been altered with protective shoreline measures from rock revetments to broken concrete slabs to steel sheet pilings.

BOARDMAN RIVER SYSTEM

The Boardman River passes through the City of Traverse City including Boardman Lake. This lake level is enhanced approximately nine feet by the Union Street Dam right in the center of the City. The lake and river both offer many recreational opportunities both land based and water based. With the bays so close at hand, Boardman Lake and River do not see the level of use that they would have if located in a community away from the Great Lakes. The potential is great for development of

facilities that will enhance the uses of the Boardman River system as it passes through the City.

TRANSPORTATION SYSTEMS

HIGHWAYS

Traverse City is served by US-31, M-37, M-72 and M-22 allowing highway access to the community from any direction. US-131, a limited access highway from Grand Rapids, does not directly tie into Traverse City but comes within 39 miles of servicing the community. Located at the head of Grand Traverse Bay, several highways converge in the City. This phenomenon results in considerable traffic along the City's waterfront, especially during the peak travel months. An extension of Hammond Road, completed in 2010, connects with Keystone Road and has provided another alternative to going to the waterfront to get across Traverse City.

The heavy traffic along Traverse City's waterfront brings many people in close proximity to the City's fine recreation opportunities along the bay. With most parking located away from the bay, the roads bearing that heavy traffic also tend to create physical and physiological barriers to safely reaching recreation facilities and also create environmental concerns with storm water runoff and pollutants. The City has attempted to reduce the barriers with a pedestrian tunnel under Grandview Parkway (US-31, M-72, M-22) at Cass Street, an underpass at the Murchie Bridge near Grandview and Front Street, an at grade crossings at Oak Street and Elwood Avenue, and signalized crossings of Grandview Parkway at Division, Union and Park Streets. The City continues to explore options for carrying pedestrian traffic safely across Grandview Parkway to bayside destinations. This was one of the most important goals set during the "Your Bay, Your Say" planning sessions that began in 2005 and have begun implementation with the Clinch Park revitalization that was completed in 2013 and the Elmwood Avenue crossing in the fall of 2014.

LOCAL STREETS

Most City parks are accessed via Traverse City's local streets. These streets are continuously targeted for improvements through the City's Public Improvements Program. The City has nearly 29 miles of major streets and 49 miles of local streets as defined by the Michigan Department of Transportation.

Hickory Hills Ski Area and Brown Bridge Quiet Area lie outside the City limits and are accessed by County roads. The County road servicing Hickory Hills is maintained in the winter by the City.

PEDESTRIAN AND BICYCLE TRAVEL

There are areas within the community that were designed years ago primarily for the automobile; where pedestrian travel has inadvertently been discouraged. In some areas, pedestrian and bicycle travel is challenging because streets were designed to move many vehicles as quickly as possible. The City is taking steps to correct these conditions by steadily enhancing the sidewalk network, adding trails and by marking bicycle lanes along many City streets. In 2009, the League of American Bicyclists designated Traverse City as a "Bicycle Friendly Community".

Cities and communities across the country are developing inclusive transportation solutions that encourage pedestrian and bicycle traffic. Traverse City has studied and is nearing completion on an active transportation plan. Active recreation and transportation master plans look at more than your everyday rail to trail conversions and non-motorized pathways; more importantly they begin to look at an entire transportation system. The transportation system will include pathways such as the TART and Leelanau Trails, but must also include a transportation system to get to and from such pathways, as well as developing and designing guidelines for the development of bike facilities including those within City parkland.

Developing an active recreation and transportation master plan involves several key steps including in-depth fieldwork. Key steps to a successful plan include evaluating surfaces and travel lane widths, how long it takes to cross the street, curb and gutter design, and vehicular turning radii and speeds. The sequence and approach to designing for active transport is also important; moreover, designing for pedestrians first, bicyclists second, transit riders and operations third, and private motor vehicles last is typical when designing for active -transportation – and recognized in the City's Master Plan.

The City Plan (Master Plan) calls for community streets to be designed for a wide range of users, not just the motor vehicle driver. Roadway improvement designs must also consider the needs of the pedestrian and bicyclist, by incorporating sidewalks and bike lanes. Sidewalks need adequate separation from the roadway to provide comfort and clear demarcation between the road edge and the sidewalk. Driveways must be designed and limited in number so that they do not impair the safety of the pedestrian or bicyclist. Designs should also include consideration for mitigation of increased impervious surfaces or alternate surfaces.

To further encourage pedestrian and bicycle travel, a system of trails and connecting walks are being implemented to make these forms of travel through and around the community inviting. The eleven mile long TART trail is a paved urban transportation corridor that currently runs between Bunker Hill Road in Acme Township and Carter Road in Elmwood Township which is past the M22/M-72 intersection in Traverse City. The trail runs along Grand Traverse Bay, through downtown Traverse City neighborhoods and the Mitchell Creek watershed and is a favorite of families, visitors, bicyclists and in-line skaters.

The Leelanau Trail stretches 17 miles through the last of the Leelanau County railway corridors. The Leelanau Trail connects Traverse City and Suttons Bay. The entire distance is now paved. These two trails combine for 28 contiguous miles of hiking, biking and roller blading possibilities. Capital funds and grant monies have been used and more will be needed to construct additional new trails and to maintain existing trails and pathways.

The Boardman Lake Trail is moving forward toward completion. The Boardman Lake East Trail that connects Hull Park and the Traverse Area District Library at the north end and Medalie Park in Garfield Township at the south end was completed in 2005. In 2009, the Boardman Lake North Trail was completed that connects the Old Town and other neighborhoods west of Boardman Lake with the East Trail and the library. This trail includes a major pedestrian bridge that crosses the Boardman River. In 2014 the first portion of the West Boardman Lake Trail was completed from 10th Street to 14th Street. Plans are underway to complete the trail around the entirety of Boardman Lake. The Boardman Lake Trail now connects to the TART Trail and eventually will connect to trails in the Boardman Valley and beyond.

The Vasa Trail pathway which is managed under agreement with the Michigan Department of Natural Resources, Grand Traverse County, and TART Trails, is located amid the pristine beauty of the Pere Marquette State Forest. The Vasa Pathway, utilized by cross country skiers, mountain and fat tire bikers, walkers and naturalists, features a series of loops and trails that offer both challenging and easier routes for every level of user.

PUBLIC TRANSPORTATION

The Traverse City area, including Grand Traverse and Leelanau Counties, is served by the Bay Area Transportation Authority (BATA). BATA provides scheduled routes with the City loops, various local area loops, and regional connections.

Two services that BATA provides that serves the recreation community are the popular Bike-n-Ride and Ski-n-Ride programs.

Bike-n-Ride offers transportation for riders and up to 11 bicycles that don't want to pedal all the way both ways to enjoy two popular rides. One route serves Traverse City to Suttons Bay and Northport and the other from Traverse City to Glen Arbor and Empire.

Ski-n-Ride offers transportation from Traverse City, including stops at local middle schools, to Hickory Hills and Mt. Holiday during the week and to The Homestead and Crystal Mountain on the weekends. Skiers can take their equipment with them on the bus and for the middle school students, the schools have set up areas where the skis can be kept during the school day.

SECTION 2

ADMINISTRATIVE STRUCTURE

PARKS AND RECREATION COMMISSION

The Parks and Recreation Commission, formed in 1992, serves as an advisory body to the City Commission in Parks, Recreation, and Cemetery matters. Six of the seven commissioners are appointed by the City Commission and serve staggered terms of three years. The seventh member is the City Manager's appointee. This body is an important liaison between the citizens of Traverse City and the City Commission, along with other groups and governmental units. The Commission was formed under the authority of Section 30 of the Charter of the City of Traverse City.

STAFF

The Parks and Recreation staff directs the operation and maintenance of parks, cemetery, and special facilities and develops and organizes recreation programs. The Parks and Recreation Division is under the direction of the Parks and Recreation Superintendent who reports to the Director of Public Services who reports directly to the City Manager. The City Manager is responsible to the City Commission which consists of six citizens elected for staggered four year terms and an elected Mayor that serves a two year term. The Mayor and the City Commission are, in turn, ultimately responsible to the citizens which they serve. The Brown Bridge Advisory Group makes recommendations to the City Manager on issues related to the Brown Bridge Quiet Area.

Day to day purchasing decisions of an operational nature are made by the management level employees up to the normal City spending limit of \$2,000.00. The City Manager can authorize expenditures up to \$7,000.00 and the City Commission for amounts larger than \$7,000.00.

The Parks and Recreation Division is responsible for recreation programming and facilities, Hickory Hills Ski Area, Oakwood Cemetery, the urban forestry program, public park operations and maintenance, three outdoor ice skating rinks and snow removal from several City parking lots.

The Duncan L. Clinch Marina is under the direction of the Department of Public Services Director.

STAFFING LEVELS

In the Parks and Recreation Division there are currently fifteen full-time employees including:

- Parks and Recreation Superintendent
- Marina Dockmaster / Hickory Hills Manager
- Parks and Recreation Supervisor
- Departmental Secretary (shared among several divisions)
- Cemetery Sexton
- Recreation Specialist
- Waterscape / Hickory Hills Recreation Specialist
- Recreation Specialist / Parks Maintenance Worker
- An Office Clerk who works part time at the Oakwood Cemetery office.
- General Maintenance and Repair Specialist
- Five Parks Maintenance Workers
- Approximately fifty seasonal workers

The Senior Center Network, is now under the umbrella of the Grand Traverse County Parks and Recreation Department. The Senior Center Network is supported by 5 FTE and over 100 volunteers.

Many other City divisions offer assistance to the Parks and Recreation Division, Marina, Oakwood Cemetery and Senior Center. These include the Streets, Water Treatment, and Sewer and Water Maintenance Divisions in the Department of Public Services. The Planning, Zoning and Engineering Departments lend assistance in the planning and designing of facilities, putting together grant proposals and long range planning.

From time to time for community service projects or special programs, the City gets the help of volunteers for various maintenance activities. Some examples are painting of buildings, litter pick-up, tree and flower planting, and beach clean-up.

PARKS OPERATIONS AND MAINTENANCE

The Parks and Recreation Division is responsible for the operation, maintenance, and repair of the public park lands, fixtures, and buildings. In addition, the Parks and Recreation Division is responsible for the maintenance and operation of Oakwood Cemetery, garbage pick-up in both the downtown and Old Town areas, the urban forestry program which cares for over 9,000 street trees plus parks and cemetery trees, numerous perennial and shrub beds, and planting and maintaining approximately 10,000 annual flowers each year. The Division also builds and maintains three outdoor ice skating rinks, operates Hickory Hills Ski area, plows some public parking lots, maintains and cleans the Union Street Dam and spillway of debris, plus other activities too numerous to mention.

During the National Cherry Festival in July, the Parks and Recreation and Streets Divisions spend considerable time setting up and taking down fencing and cleaning up during and after many events.

RECREATION PROGRAMS

Traverse City prides itself on a well maintained and diversified parks system. Using these areas, along with school and county facilities, the Parks and Recreation Division has developed a variety of programs for youth and adults. The City recreation programs are coordinated with other area agencies so as not to compete or conflict with their activities and programs. The programs run throughout the year and are available to residents and non-residents alike. Below is a summary of offerings available through the City to residents in the area.

- 1) Day Camp. Children 7-12 years of age may attend this summer program held at the Grand Traverse County Civic Center. The program emphasizes outdoor recreation, arts and crafts, nature education, and beach activities. The program is a cooperative effort between the City of Traverse City and Grand Traverse County. The City provides the registration, administration and staffing and the County makes the space available at a low rental rate and provides some logistical support. The ten week program has a maximum of 50 children per week and is full many weeks.
- 2) Adult Volleyball Leagues. The City uses Traverse City Area Public Schools' elementary school gyms for this program which currently features women's, and co-ed leagues that play from October through March.

Several other recreation programs are held on City property and operated by local non-profit organizations. The main programs are:

- 1) The Traverse Area Community Sailing (T.A.C.S.) Program. This summer program gives children an opportunity to learn to sail and is located at the north end of Boardman Lake at Hull Park. Donations to the group funded the construction of docks and a large boat storage building.
- 2) The Grand Traverse Area Ski Club. The GTSC offers children the opportunity to learn how to ski and snowboard in a non-competitive format at the City's Hickory Hills Ski Area and then they can become involved in the Club's ski racing program. The Club has also been active in raising money for capital improvement projects and equipment for Hickory Hills.
- 3) The Northern Michigan Disc Sports Organization. This group first approached the City with the offer to design and set up a 24 hole disc golf course at the City's Hickory Hills Recreation Area in 1998. The course was completed in 1999 and has had subsequent improvements with the assistance of local community foundation grants. The NMDSO continues to be involved in the program with tournaments, weekly leagues and work bees to improve and maintain the course.
- 4) Traverse Area Community Rowing, is a new group that in 2016 will begin offering regular instructional programs in various types of rowing shells and opportunities

for those that already have the skills to use the group's boats to row on Boardman Lake.

Recent Recreational Program Participation Levels

<u>Program</u>	<u>Total Number of Participants for Year</u>			
	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>
Day Camp for children	94	79	89	71
Downhill & XC skiing	11,737	13,186	13,996	12,056
Adult Volleyball	314	153	169	172
TOTAL ❖	12,145	13,418	14,254	12,299

❖ These figures do not include participants in the TACS Sailing Program, or any participants in the disc golf course located at Hickory Hills. The figures for day camp are based on the total number of different children enrolled and not the total number of camper days.

PARK AND RECREATION FUNDING

INTRODUCTION

Historically, the City of Traverse City has led the area in providing quality recreation. The community investment not only has improved the quality of life for the residents of the County, it has also helped to generate a strong tourist industry for the City. A past survey conducted by Traverse City Tourism indicated motel guests participated heavily in recreation when visiting the area. For example, 78% "relaxed on the beach" while staying in the area and 84% rated their recreational activity experience as "great." Maintaining a high quality park system is seen, from an economic perspective, as an important element to be considered during the budget process. Finding a balance between resident and tourist, however, requires sensitivity since interests between the groups may be divergent.

METHOD OF FINANCE

Parks and Recreation facilities and programs in the City of Traverse City are funded primarily by property tax revenues. During the fiscal year 2014-2015, approximately 90 % of the operating budget for Parks and Recreation (excluding marina) was generated from property taxes with the remainder from user fees.

Parks and Recreation financial resources from the City are dependent upon fluctuations in the municipal budget. However, other forms of revenue options are available to the City to ensure financial stability of a viable Parks and Recreation Program. Alternative sources used or proposed are: permits, metered parking, concession sales, adopt-a-park programs, user fees, intergovernmental cooperation, work release programs, park usage fees, gifts, and donations.

Major capital improvement projects for Parks and Recreation, including property acquisition and development projects, are funded by the Capital Improvement Budget. The decisions to fund larger projects or to accept grants for those projects lies with the City Commission. A number of capital improvements have been funded in part by organizations or grant programs such as: Coastal Management Program, Michigan Natural Resources Trust Fund, Michigan Department of Environmental Quality, Michigan Recreation Bond Fund, Land and Water Conservation Fund, the Oleson Foundation, the Grand Traverse Band of Ottawa and Chippewa Indians, Traverse Area Recreation and Transportation Trails, Inc. (TART), Rotary Charities, Grand Traverse Whitetails, Ruffed Grouse Society, Ducks Unlimited, Grand Traverse Ski Club, Friendly Garden Club, Cherryland Garden Club, and the Kiwanis Club. These programs have provided not only matching funds but incentives to improve the City's recreational assets.

FUNDING LEVEL

Parks and Recreation funding has been a substantial portion of the City of Traverse City budget. For fiscal year 2015/2016 the City has allocated \$1,911,100.00 for Parks and Recreation. The Duncan L. Clinch Marina budget is listed as \$585,500.00. Of these total expenditures, approximately \$734,500.00 is returned by revenue producing facilities or programs. Specifically, the marina is slated to generate \$530,000.00 for the 2015/2016 budget. All of the parks and recreational programs combined will produce approximately \$204,500.00 for the same period. The total operating budget allocated for Parks and Recreation constitutes just over 12.28 % of the City General Fund budget.

RECENT RECREATION RELATED ACTIVITIES BUDGETS

The following divisions and activities all are related to recreation pursuits. Some are passive activities and others are active. The Cemetery provides a more contemplative form of recreation with walking and historic observation. The other three take on a more active role in the provision of recreation.

Division	2013-2014 (actual)	2014-2015 (actual)	2015-2016 (budgeted)
Parks and Recreation	\$ 1,704,842.00	\$ 1,912,100.00	\$ 1,911,100.00
Marina	\$ 485,877.00	\$ 582,600.00	\$ 585,500.00
Senior Center	\$ 120,890.00	\$ 124,400.00	\$ 122,500.00
Oakwood Cemetery	\$ 323,831.00	\$ 347,200.00	\$ 369,800.00
TOTAL	\$ 2,635,440.00	\$ 2,966,300.00	\$ 2,988,900.00

Compared to the surrounding townships and Grand Traverse County, the City allocates a much greater amount of funds for parks and recreation. In a Grand Traverse County Area Parks and Recreation Analysis done in August of 2010 by R. Clark and Associates of Traverse City, research indicated that townships adjacent to the City spent anywhere from \$4.23 per capita for East Bay Township to \$21.68 for Garfield Township. Grand Traverse County spent \$15.11 per capita. In contrast, the City of Traverse City spent \$111.39 per capita which is more than the County and four adjacent townships spent combined. There have been recent improvements for many of the area governments in budgeting for parks and recreation, especially in Garfield Township. The discrepancy in spending patterns may be partially tied to the reality that the City's budget includes staff and equipment for forestry maintenance along with Parks and Recreation maintenance and programs which may fall under the general public works departments or road commissions of some of those jurisdictions.

It is anticipated the costs will continue to increase for the City of Traverse City to maintain the existing level of service for the Parks and Recreation programs. The City taxing rate presently stands at 11.1167 mills.

Other sources of revenues may need to be secured in the near future to support City Parks and Recreation programs. Perhaps in recognition of the regional nature of Traverse City recreation facilities, financial agreements with adjacent units of government can be reached. There has been some movement in that direction

PUBLIC AGENCY COORDINATION

CITY OF TRAVERSE CITY / CHARTER TOWNSHIP OF GARFIELD RECREATIONAL AUTHORITY

The City and Garfield Township combined to create a Recreational Authority for the initial purpose of purchasing and preserving some land that was on the Real Estate market. In the November 2004 General Election, two ballot funding proposals for the Recreational Authority passed.

The first proposal was "The Open Space and Natural Area Preservation Bond Proposal". This proposal will allow the Recreational Authority of Traverse City and Garfield Township to purchase and improve land to preserve open space and scenic views of the Bay and protect wildlife habitat and natural areas. Properties to be purchased include the West Bay Waterfront property (formerly the Smith Barney building), the Barns at the Grand Traverse Commons, and the property next to Hickory Hills. State law requires an annual independent audit of the Recreational Authority.

"Shall the City of Traverse City and Charter Township of Garfield Recreational Authority formed by the City of Traverse City and the Charter Township of Garfield borrow the sum of not to exceed Six Million Six Hundred Fifty Thousand Dollars (\$6,650,000.00) and issue its general obligation, unlimited tax bonds for all or portion of that amount, payable in not to exceed twenty years from the date of issuance, for the purpose of open space and scenic view preservation and wildlife habitat and natural areas protection by purchasing and improving land for public parks, including West Bay Waterfront property, the Barns at the Commons, and the property next to Hickory Hills?"

The millage levied in 2004 was 0.27 mills (\$0.27 per \$1,000.00 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 0.27 mills (\$0.27 per \$1,000.00 of taxable value). This is expected to result in an increase of \$13.50 in the tax levied on property valued at \$100,000 for a period of 20 years.

The second proposal was "The Open Space and Natural Area Millage Proposal". This proposal will allow the Recreational Authority of Traverse City and Garfield Township to maintain natural areas, wildlife habitat, public parks, and open space. The proposal would levy a property tax of up to 0.1 mills that would cost the owner of a

home with a value of \$100,000.00, \$5.00 per year. State law would require an annual independent audit of the Recreational Authority.

“Shall the limitation on the amount of taxes which may be imposed on taxable property in the City of Traverse City and the Charter Township of Garfield Recreational Authority, be increased by up to 0.1 mill (\$0.10 per \$1,000.00 of taxable value) for a period of twenty (20) years, as a new millage for the purpose of protecting natural areas, wildlife habitat, and open space by acquiring, maintaining and improving public parks?”

Both proposals were only effective because they both passed. If one passed but not the second, the purchases could not have been accomplished.

The 0.1 mill general fund operational revenue is estimated to be \$170,000.00 in the 2015-2016 fiscal year and the bond fund estimate is \$530,000.00.

OTHER COORDINATED VENTURES

To make efficient use of limited fiscal resources and maximize usage of existing recreation facilities, the City coordinates a number of activities with the public schools and Grand Traverse County. For instance, the winter volleyball leagues are conducted within school gyms. Two outdoor City skating rinks are on school property, and one on City park land. Several school athletic programs use City parks for practice locations. Our summer Day Camp is located at the Grand Traverse County Civic Center.

The Traverse City Senior Center, located on the west arm of Grand Traverse Bay, serves adults 50 years of age and older with a wide range of programs. Currently over 3,000 people enjoy choosing among over 100 programs and activities such as; daily lunches, card games, computer lab with internet access and classes, exercise and dance classes, local and out-of-state trips, painting classes, ping pong and pool tables, tennis, pickleball, golf and shuffleboard leagues, wellness clinics for blood pressure, hearing, vision, reflexology and support groups. The Senior Center also serves as a meeting place for many senior related clubs and organizations. In 2015, over 49,000 visits were recorded at the Senior Center.

In the November 2, 2010 election, Grand Traverse County voters approved a millage to change the funding model and operation methods for the Senior Center. Grand Traverse County entered into an agreement with the City of Traverse City that took effect July 1, 2011 for the Grand Traverse County Commission on Aging to operate the Traverse City Senior Center along with satellite programs in several other smaller towns, to serve the entire County with more programs and with the expense of running the centers and programs spread to all County residents. Membership fees for County residents age 60 and over have been eliminated. County residents between ages 50 and 60 pay \$10.00 per year. All non-county residents pay \$50.00 per year. In 2015, Grand Traverse County reorganized the Commission on Aging and moved the Senior

Center Network to the County Parks and Recreation Department. As of January 1, 2016, all Senior Center programs will be under the direction of the Grand Traverse County Parks and Recreation Commission.

The Senior Center is in the planning stages of a capital campaign to renovate the current building in Traverse City. The 2000 U.S. Census data shows us that the local population is aging at a rate higher than the national average. This equates to an increasing demand for services from those 50 and older. Membership to the Senior Center averages about 50 new members a month. The 50-year old building is literally bursting at the seams. There are structural and utility concerns that must be addressed. The building is not adequate to serve the existing programs, not to mention the expected increased use. Major renovations are a must if the program is to continue. The City and County Commissions have supported the conceptual plan to renovate the current Senior Center building. A feasibility study, funded with a grant from Rotary Charities, determined that the best course of action is to raise funds to improve the current structure. With the addition of satellite locations throughout the County and increased collaborations with local organizations and businesses, the Senior Center hopes to be able to accommodate participation growth. Staff will work with City administration to further these fundraising efforts.

SECTION 3

RECREATION INVENTORY

REGIONAL PERSPECTIVE

Probably the greatest attraction of the Traverse City area is its abundance of recreational opportunities in a varied, interesting landscape. Within a one-half hour driving distance from the City are a National Lakeshore, three State parks, two regional ski resorts (Holiday Hills and Hickory Hills), a large expanse of State forest lands, a State game area, many public swimming areas, inland lakes, biking trails, and within 1 to 1 ½ hours you have seven major ski resorts (Crystal Mountain, Nub's Nob, Shanty Creek, Boyne Mountain, and Boyne Highlands, The Homestead and Caberfae Peaks). In addition, numerous historic sites, as well as the beauty of the peninsulas, bays, and various orchards and vineyards, attract people from all over the State of Michigan and the country to the Traverse City region. These areas provide an unlimited array of recreational opportunities to the residents of Traverse City as well as to the outside visitor. The map identifies the locations of many recreational opportunities in the region.

FEDERAL AND STATE FACILITIES

Although available, many State and Federal recreational areas are not geared toward serving a day-use population. Day-use can occur, but the primary focus of these parks is more passive long-term recreation. For example, Sleeping Bear Dunes National Lakeshore, after many years of development, is a major recreation area. The Dunes once serviced a localized population but they now attract a wider range and larger number of outside visitors because they are now better publicized and better known. Day-use of the area by local residents of Traverse City is possible since it is located relatively close to the community; however, repeated day-use is deterred because of higher day use costs and the likely competition for facilities by outside visitors.

COUNTY AND TOWNSHIP FACILITIES

The facilities on the county and township levels serve both day-use and overnight users. It has been pointed out that the Sand Lakes Quiet Area, among others, and the open

space area surrounding the City provide many opportunities for day-use activities. The recreational focus of some of the County-wide facilities is more toward longer term recreation. As to the nature of the long-term facilities, camping opportunities are available along the Boardman River and are concentrated in the State forests, the two State parks and Whitewater Township Park. Two major trails pass through the County along the Boardman River. The Cross State Riding and Hiking Trail is a developed trail that runs throughout the northern part of Lower Peninsula. Unfortunately, in Grand Traverse County, it does not connect with any major recreational area or site. A trail for snowmobiling has been developed and runs parallel to the riding and hiking trail. During the summer months it unofficially doubles as a motorcycle/ATV trail.

Public access to many nearby lakes and streams is available, ranging from those for non-motorized craft to power boat launching. In the City, the only public park on West Grand Traverse Bay that can handle larger motorized boats is a two lane launch site at Clinch Park Marina. Small to medium sized motorized boats can be launched at the river launch site near the Boardman River mouth on West Bay. East Bay Park has a small ramp that can be used by small boats in times of higher water levels such as are occurring now. During low water levels it is usable only for watercraft that can be carried in. Other sites exist around the Bay as shown on the County-wide recreation facilities chart. The City has a launch ramp at Hull Park at the north end of Boardman Lake that will accommodate up to medium size power boats. Official public access sites are available on many inland lakes throughout the area, but more areas are needed to meet the growing demands of this recreational pursuit.

Picnic sites exist throughout the County; however, many of these sites often tend to be little more than roadside rest areas with a scenic focus. These sites are somewhat buffered from traffic and are geared toward day-use.

Grand Traverse County itself owns nine recreational facilities with special restricted uses and are described below.

Power Island (formerly named Marion Island) and Bassett Island - The 202 acre wooded Power Island has hiking trails, picnic grounds, and there is a small, four site primitive campground on the attached 2 acre Bassett Island. The islands are in the West Arm of Grand Traverse Bay and are accessible only by boat.

Twin Lakes Park - This facility is located on a 175 acre parcel of land bordering North Twin Lake. It has Gilbert Lodge which is a dining and meeting facility for up to 200 people, and a large dormitory building that can sleep up to 142 people. Hiking trails run throughout the property and a beach is located on the lake. The facility can be rented out by various organizations or groups for meetings, retreats, weddings, etc. for a day or up to a week.

The Nature Education Reserve - The Natural Education Reserve was set aside as a "natural environmental classroom for area youth" and is comprised of 505 acres. The property, which includes over seven miles of improved trails, runs along the Boardman River south of Boardman Lake and is used by naturalists, students, hikers, fishermen, kayakers and canoeists. The Boardman River Nature Center that opened in August of 2008 on the Reserve, is operated by the Grand Traverse Conservation District.

Civic Center - The Civic Center is located within the city limits of Traverse City and is situated on 45 acres of land. The facility has an indoor ice skating rink, indoor swimming pool, skate park, several softball/baseball fields, a paved one mile walking/biking trail, basketball courts, an amphitheater, and a picnic shelter that is available for reservations.

Medalie Park - a 15 acre park at the south end of Boardman Lake that has picnic facilities including a picnic shelter with restrooms, paved hiking/biking trail, a canoe launch and fishing platforms. The East Boardman Lake Trail connects Medalie Park to the City's Hull Park at the north end of the lake.

Beitner Park - This 5 acre park is a canoe/kayak launch site on the Boardman River just south of the Nature Reserve.

Bartlett Park, Vasa Pathway Trailhead - A 40 acre parcel located at the beginning of 34 kilometers of non-motorized trails, which features parking, restrooms and a warming hut.

Keystone Soccer Complex - In a cooperative venture with Traverse Bay Area Youth Soccer (TBAYS), 16 soccer fields have been developed just south of Traverse City on 40 acres of the 77 acre parcel.

Maple Bay Park - A recently acquired 400 acre farm on East Grand Traverse Bay is in the early development stages including parking and a two mile trail. The Grand Traverse Regional Land Conservancy helps with some programming and stewardship at the park.

Bunker Hill Property - This includes the TART trail between Bunker Hill and Five Mile Roads.

Many of the townships in the area have their own park facilities for the enjoyment of their residents and guests. Some of the most active townships are Acme, Blair, East Bay, Garfield, Green Lake, Long Lake and Whitewater Township in Grand Traverse County and Elmwood Township in Leelanau County.

Taking into consideration the amount of recreational opportunities available throughout the region and the County, the average Traverse City resident is fortunate to have a number of facilities available that address a wide variety of recreational activities.

CITY FACILITIES

At the present time, Traverse City owns 34 parks and recreational properties, ranging from a small downtown parcel to the larger Hickory Hills Ski Area, Grand Traverse Commons and Brown Bridge Quiet Area. The City enjoys a broad range of recreational opportunities. Much of the park land is heavily concentrated along the Boardman River and along the shoreline of the West Grand Traverse Bay. The City park locations are shown on the accompanying map. In total, over 1,600 City-owned acres are currently dedicated to recreational pursuits including Hickory Hills Ski Area and Grand Traverse Commons that are each approximately 125 acres and Brown Bridge Quiet Area, located 10 miles southeast of the City, has nearly two square miles (1,310 acres) of natural area along the Boardman River. City parks are listed beginning on the page 24.

Clinch Park Marina is operated by the City and is located on West Grand Traverse Bay at the north end of Union Street at the intersection with the Grandview Parkway. The marina, a State Grant-In-Aid harbor operated under policies of the Michigan State Waterways Commission, was rebuilt in 2002 - 2003. It offers 65 seasonal and 54 transient slips. Amenities include water, electricity (50 and 30 amp), restrooms, showers, gasoline, diesel, pump out, ice, boat launch, playground/park (Clinch Park), grills/picnic tables, cable TV hookups, and laundry.

CULTURAL FACILITIES

Typically, cultural amenities are tied to the more heavily populated metropolitan regions of the state, leaving the rural northern areas of Michigan largely void of such opportunities. Traverse City, however, is atypical of most communities of its size and is blessed with a wealth of cultural developments complementing the natural beauty of the area. World famous artists perform throughout the year and outdoor concerts are a highlight at Interlochen Center For The Arts. The Traverse Symphony Orchestra holds both summer and winter concerts and season tickets are in high demand.

The Old Town Playhouse Civic Players entertain tourists and residents throughout the year. The local State Theatre has been renovated by the Traverse City Film Festival non-profit organization and is open again showing movies and holding other community events. In a cooperative agreement with the City of Traverse City, the Con Foster building that used to house the Con Foster Museum Collection in Clinch Park, is now

home to the "Bijou By The Bay" movie theatre that is also operated by the Traverse City Film Festival. In and around the community are numerous art galleries exhibiting every medium of art. In addition, there is the City Opera House, Crooked Tree Arts Center of Traverse City, Northwestern Michigan College Dennis Museum, Lars Hockstad and Milliken Auditoriums for concerts, WIPR, WIAA, and WNMC Public Radio, the local public access channel, Maritime Heritage Alliance and numerous art fairs.

Although cultural events may not be seen as recreational to some, it is clear the citizens of Traverse City view these amenities as important in contributing to their quality of life. Residents ranked "live entertainment" as the third most popular recreational activity in a past survey. The downtown even holds special "Friday Night Live" events in August which brings thousands of people into the downtown area.

OTHER FACILITIES

Many other properties used for recreational purposes are located in the City limits and surrounding areas. School facilities provide playgrounds, sports fields and indoor facilities used by the community. Seven public, three parochial, and two charter school sites are located in the City Limits plus Northwestern Michigan College. One of the six public elementary schools has been closed to their former use to cut costs to the school district but the grounds are still available for recreational use. The Traverse City Country Club offers a nice green space along the southern boundary of the City. Here is a list of schools and a chart of other non-county public and private recreational lands and facilities within five miles of the City.

Traverse City Area Public Schools that offer a combination of playgrounds, court and field sport facilities, and indoor gymnasiums:

Central Grade School - 301 W. 7th St., TC
Courtade Elementary – 1111 Rasha Rd., TC
Eastern Elementary – 1600 Eastern Ave., TC
Glenn Loomis Montessori – 1009 Oak St., TC
Silver Lake Elementary – 5858 Culver Rd., TC
Traverse Heights Elementary – 933 Rose St., TC
Willow Hill Elementary – 1250 Hill St., TC
TC Central High School – 1150 Milliken Dr., TC
TC West High School – 5376 N. Long Lake Rd., TC
Traverse City High School – 3962 Three Mile Rd., TC
International School at Bertha Vos – 3723 Shore Dr., Williamsburg

East Middle School – 1776 Three Mile Rd., TC
West Middle School – 3950 Silver Lake Rd., TC

Other local schools:

Trinity Lutheran School – 1003 S. Maple St., TC
Immaculate Conception Elementary – 720 Second St., TC
St. Francis High School – 130 E. Tenth St., TC
St. Elizabeth Ann Seaton Middle School -
The Children's House Montessori – 5363 N. Long Lake Rd., TC
Traverse City Christian School – 753 Emerson Rd., TC
Grand Traverse Academy – 1245 Hammond Rd. East., TC
The Greenspire School – 1026 Red Dr., TC
New Campus School TBAISD – 1100 Silver Dr., TC
Oak Park School TBAISD – 301 S. Garfield St., TC

Recreation Facility	Owner	Address	Description
East Bay Public Access (4 Mile Rd)	East Bay Township	Four Mile Rd at US-31	Small public boat launch
Dock Road Access Site	GT County Road Comm.	Dock Road, Acme	East Bay public boat launch
Tibbets Lake Access Site	East Bay Township	Badger St off Poplar St	Public boat launch
High Lake Access Site	East Bay Township	Badger St off High Lake Rd	Public boat launch
Deepwater Point Natural Area	Acme Township	Shore Rd at Deepwater Point Rd	Natural area – hiking, nature study
Bayside Park	Acme Township	Shores Beach Ln at US-31	Beach, playground, picnic facilities, sports
East Bay Public Access	State of Michigan	Bunker Hill Rd at US-31, Acme	Small public boat launch
East Bay Shore (Tony Gilroy Roadside Park)	State of Michigan	US- 31 south of M-72, Acme	Picnic area, shore access
Everflowing Waters Campground	Private	5481 Brackett Rd, Acme	Private campground
East Bay Harbor Marina	Private	US 31 North, Acme	Private Marina on East Bay
Grand Traverse Resort and Spa	GT Band	US 31 North, Acme	3 Golf courses, pool
Lochenheath Golf Course	Private	Lochenheath Dr. off US-31 N, Acme	Golf course
Traverse Bay RV Park Inc.	Private	6500 Traverse Bay Dr., Acme	Private campground
Boardman River Access	State of Michigan	Shumsky Rd, Blair Township	River access site
Holiday Park Campground	Private	4860 US-31 South – Grawn	Private Campground
Incredible Mo's	Private	1355 Silver Lake Crossings Blvd, Grawn	Bowling, indoor miniature golf, arcade
Killingsworth Park	East Bay Township	2807 Chandler Rd	Boat launch, picnicking, playground
Grace McDonald Park	East Bay Township	133 E. Arbutus Lake Rd	Court and field sports, sledding, picnicking, playground
Pine Grove Park	East Bay Township	920 Hemlock St	Picnicking, basketball, playground
Arbutus Lake #5 Public Access Site	East Bay Township	East Arbutus Lake Rd	Picnicking, fishing pier, playground
Pines Park	East Bay Township	1750 Eikey Rd	80 Acre parcel to be developed
Gen's Park	East Bay Township	2263 US-31 North	Picnicking and East Bay beach access
Kelly Park	East Bay Township	2817 Point View Rd	Chandler Lake boat launch
Spider Lake Access Site	East Bay Township	587 Peninsula Trail	Spider Lake boat launch
Keith Charters Traverse City State Park	State of Michigan	1132 US-31 North - TC	Campground, beach playground, picnicking
Arbutus Lake #4 Public Access Site & Campground	State of Michigan	2720 Arbutus Lake Rd - TC	Primitive campground, boat launch
VASA Trail	State of Michigan	Supply Rd - TC	Hiking, biking, cross country skiing
Spider Lake South Public Access Site	State of Michigan	Grace Rd off E. Arbutus Lake Rd - TC	Public boat launch
Elmbrook Golf Course	Private	420 Hammond Rd East, TC	Golf Course
Pirate's Cove	Private	1710 N. US-31 North, TC	Miniature golf, water slide, go-carts, arcade
Pebble Brook	Private	2072 US-31 North, TC	Miniature golf

Recreation Facility	Owner	Address	Description
Mt. Holiday	Private non-profit	3100 Holiday Rd	Ski area, tubing, zip lines
Timber Ridge Campground	Private	4050 E. Hammond Rd, TC	Campground, cross country skiing
YMCA Camp	Private non-profit	1350 E. Arbutus Lake Rd	Private Camp
Refitt Nature Preserve	East Bay Township	Three Mile Rd	Hiking, nature study
The Crossing	Garfield Township	Crossing Circle Dr	Hiking
Zimmerman Property	Garfield Township	1785 N East Silver Lake Rd	Hiking
Grand Traverse Commons	Garfield Township	Red Dr – Part of old State Hospital	Hiking, mountain biking
Silver Lake Access Site	State of Michigan	N. East Silver Lake Rd, TC	Public boat launch
Silver Lake Recreation Area	Garfield Township	N. East Silver Lake Rd	Picnicking, playground, court & field sports, dog park, hiking
YMCA - Silver Lake Rd	Private non-profit	West Silver Lake Rd, TC	Pool, gyms, indoor court sports, fitness center, field sports
YMCA – Racquet Club Dr	Private non-profit	3000 Racquet Court Dr, TC	Court sports, field area
Lake Point Walkway	Private	East side of Boardman Lake, TC	Hiking
Bay Meadows Golf Course	Private	5220 Barney Rd, TC	Golf course
Traverse City Golf and Country Club	Private	1725 S. Union St., TC	Golf course
The Crown Golf Course	Private	2411 W. Silver Lake Rd, TC	Golf course
Great Wolf Lodge Water Park	Private	3631 Franke Rd, TC	Large indoor water park
Kid's Creek Park	Garfield Township	US 31 near Franke Rd	Hiking, nature study
Cedar Run Historical Building	Long Lake Township	11779 Cedar Run Rd.	Historic site
Bass Lake Access Site	State of Michigan	Fishing Site Rd, TC	Public boat launch
Timbers Girl Scout Camp	Private non-profit	8195 Timbers Trail, TC	Girl Scout camp
Round Island	Long Lake Association	In Long Lake	Picnicking
Traverse City Golf Center	Private	6270 Secor Rd, TC	Golf driving range
Archie Park	Peninsula Township	10273 Center Rd	Picnicking, playground
East Bay Access Site	State of Michigan	8400 Center Rd, TC	Public boat launch
TBAYS Coast Guard Soccer Field	Traverse City	Airport Access RD at Parsons Rd, TC	Soccer Field
Thirby Field	TCAPS	13 th St at Pine St, TC	Football stadium, softball, outdoor ice rink
Lucky Jack's	Private	Garfield Rd north of S. Airport Rd	Bowling, arcade
Greilickville Harbor Park and Marina	Elmwood Township	M-22 at Grandview Rd	Beach, playground, picnicking, boat launch
Elmwood Township Park	Elmwood Township	10090 Lincoln Rd.	Court and field sports, picnicking, playground
Cedar Lake Public Access	State of Michigan	Cherry Bend Rd. TC	Public boat launch

CITY PARK INVENTORY

American Legion Park - .47 acres – Washington Street at Cass Street

This small neighborhood park has frontage on the Boardman River and serves those entering or leaving downtown as a place to stop and rest. There is a memorial to area Veterans, and park benches. Only the sidewalk passing adjacent to the park meets accessibility guidelines.



Arbutus Park - .13 acres – At the east end of Arbutus Court at Boon Street

A small, neighborhood park with quarter court basketball court, a donated child's recycled plastic picnic table and a park bench. Used primarily by those living close by, for a place to relax or to shoot a few free throws. Only the sidewalk passing adjacent to the park meets accessibility guidelines.

Ashton Park – 4.70 acres - Between Wayne and Hill Streets at Madison Street

A neighborhood park adjacent to Willow Hill Elementary School that features an old growth forest of beech, hemlock, oak and maple trees. This park is used as a shortcut route to school and as a nature study area by the neighborhood and school. There is a short self-guided nature trail located in the wooded area. Along the east side of the park near Wayne Street, there is a small, older Jack and Jill play structure and a climber. Only the sidewalks passing adjacent to both sides of the park meet accessibility guidelines.

Boon Street Park - .34 acres – On Boon Street, west of Rose Street

This neighborhood park services a several block area along the south central boundary of the City. Amenities include: half court basketball court, slide, swing set and climber. None of the park areas meet accessibility guidelines.

Brown Bridge Quiet Area – 1,310 acres – South-east of the City off Garfield Road

A regional parcel that is park-like and offers hiking trails, including some accessible trails, water access on the Boardman River and a vault-type toilet. This rustic area is popular with nature enthusiasts. The dam that formed Brown Bridge Pond was removed in 2013 and the river channel re-established and the lake bottom planted with native species for restoration. Recreation opportunities, land and water features, maintenance practices and capital expenditure requirements changed as a result. Some of the park features meet accessibility guidelines.

Bryant Park – 3.32 acres – Peninsula Drive at North Garfield Avenue

A community park that serves residents, non-residents and tourists alike. Bryant is located at the south-east corner of West Grand Traverse Bay and has a great swimming beach, boat-themed play structure constructed in 2002, swing set, picnic grills, park benches and a restroom building. Most of the facilities meet accessibility guidelines.



Clancy Park – 3.0 acres – Sheridan Road at West Orchard Drive

This larger neighborhood park features a large open grass field area for informal sports and games along with some wooded areas. The service area is the large Orchard Heights neighborhood. Facilities include a Jack and Jill play structure, slide, swing set, merry-go-round, climber and quarter court basketball. Currently, none of the park features meet accessibility guidelines however a project that has been awarded a Michigan Natural Resources Trust Fund Grant will include accessible walkways, benches, a small picnic shelter and new play equipment.

Clinch Park – 6.72 acres – Grandview Parkway at Cass Street

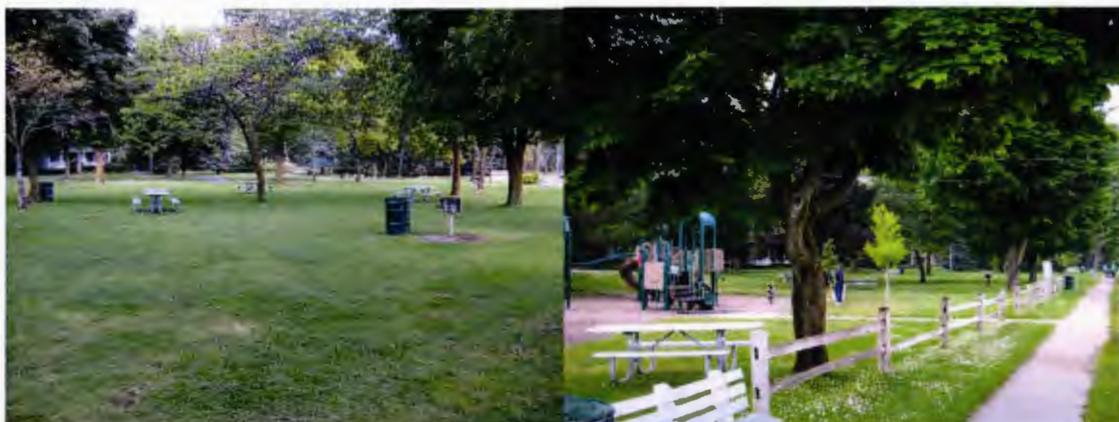
Clinch Park features the longest, wide beach in Traverse City and a portion is the former home of the Clinch Park Zoo that showcased Michigan wildlife for 50 years. The Spirit of Traverse City, a ¼ scale steam locomotive that pulled passengers around the former zoo property and through a picnic area near the beach stopped operation in

2012. New construction in 2012 – 2013 funded in part by a Michigan Natural Resources Trust Fund Grant replaced the old restroom and food concession building. The project also included a new waterscape spray park and small playground, improved beach access and new walkways. The Con Foster Building that formerly housed the local history museum is now the “Bijou By The Bay” movie theater operated by the local non-profit, Traverse City Film Festival. The Traverse Area Recreational Trail (TART) runs through the park. The Duncan L. Clinch Marina is adjacent to the park and features a boat launch and boat slips. Almost of the facilities in the park meet accessibility guidelines.



Darrow Park – 1.11 acres – Bay Street at Monroe Street

Darrow Park has the size and appearance of a neighborhood park but with its location across from West Grand Traverse Bay, gets a lot of summer use from tourists and non-residents. The park features a play structure and swing set. There are ten plastic recycled benches in the park and a spring rocking toy in the playground donated in memory of local residents. Most of the features of this park meet accessibility guidelines.



East Bay Park – 3.23 acres – East Bay Boulevard at East Front Street

East Bay Park is a community park used by many people in the City and surrounding area, along with tourists. The park has bathroom facilities, a play structure and swing set, a small boat launch and a swimming beach on East Grand Traverse Bay. Most of the facilities meet accessibility guidelines.



F and M Park – 3.5 acres – Surrounded by State, Hope, and Washington Streets and Railroad Avenue

F & M Park, so named due to the Florida and Michigan fruit packing company that used to be on the site, is a great neighborhood park that often takes on the role of a community park. During the National Cherry Festival, large numbers of people attend Cherry Kid's events held at F & M. Many school groups from the region stop at the park for end of year parties and as a stop on field trips. Amenities include a gazebo constructed in 2003, a train-themed play structure installed in 2009, slide and merry-go-round. An ice skating rink has been installed here since 2006. Most features of this park meet accessibility guidelines.



Fulton Park – 9.19 acres – Carter Road off of M-22

This natural area park features a four tenths of a mile self-guided nature trail. There is access to the trail from a small parking lot and from the Traverse Area Recreational Trail (TART). The parking area meets accessibility guidelines.



Grand Traverse Commons – 129.80 acres - Centers around Division and 11th Streets

The Grand Traverse Commons is a community park. A portion of the former Traverse City State Hospital has become dedicated City park land with two trails that were used by patients at the hospital. These were called the Women's Walk and the Men's Walk and have kept the same names. Work by Eagle Scout projects and Camp Pugsley work crews rejuvenated the trails in the 1990s. A significant portion of this entire property is dedicated wetlands and nature study is a major activity at this park. The local Veteran's Coalition has relocated the War Memorials that were previously located at the former Veteran's Memorial Park to a site on the Commons' Parkland near the corner of 11th Street and Elmwood Avenue. Walkways, a picnic shelter, and benches have been added to this area. The sidewalks passing along Eleventh Street and Division Street along the park and the Veteran's Monuments area meet accessibility guidelines.



Hannah Park – 2.29 acres – Sixth Street at Union Street

Hannah Park features a large change in elevation from its southern border along Sixth Street downhill to the Boardman River. A walking path traverses the upper portion of the park linking Sixth Street to Wadsworth Street. The park hosts many weddings and “Shakespeare in the Park”, along with fishing on the platforms constructed in 2007. The sidewalks passing along Sixth Street and Union Street meet accessibility guidelines as does the new Perry Hannah statue plaza (2015) at the intersection corner of the two streets.



Hickory Hills – 122.5 acres – At the west end of Randolph Street, 1 ¼ miles west of Division Street

Hickory Hills is a multi-season recreation provider and regional park. In the spring, summer and fall, a 24 hole disc golf course constructed by the Northern Michigan Disc Sports Organization with donations from local foundations and labor from the club members, receives heavy use. The cross country ski trails attract many hikers during eight months of the year. In the winter, Hickory is transformed into a downhill and cross country ski area featuring eight downhill runs with five rope tows. One of the slopes

also has terrain park features added when snow conditions allow. Approximately three kilometers of cross country and snowshoe trails are available, along with a lodge with a warming fireplace, restrooms and a snack bar. Lighting is present for seven of the downhill runs and one cross country trail. Some of the features meet accessibility guidelines. A recently completed master plan and an active advisory group are currently raising funds to make many improvements to Hickory Hills. These include a new lodge, more downhill terrains, more features that can be used during the other three seasons such as a ropes course, climbing wall, and trails for hiking and biking.



Highland Park – 1.35 acres - Between Highland Park Drive and Bloomfield Road

Highland Park is a neighborhood park that is primarily an open field for informal play and sports. There is a slide available and there is pedestrian access from three easements provided when the neighborhood was created. None of the park features meet accessibility guidelines.

Hull Park – 6.4 acres – Hannah Avenue west of Woodmere Avenue

Hull Park was transformed in 1999 by a Michigan Natural Resources Trust Fund Grant, from a road through a field with a boat launch on Boardman Lake to a very attractive community park with a multi-use building with restrooms and a picnic/meeting area. Other facilities include a small wooden gazebo overlooking the lake, four seating platforms, boardwalks and docks with fishing opportunities and an improved boat launch. In 2009, the Traverse Area Community Sailing (TACS) group donated the materials and construction costs for a large boathouse to store their sailing fleet for summer classes taught to area young people and some also offers some adult classes. TACS has a long term management agreement for the boathouse and they also use the multi-use recreation building for teaching sailing lessons. TACS has recently installed an accessible lift to get people into boats on the lake. Some money for the boat lift and related projects was from the Kellogg Foundation grant program. A new non-profit called Traverse Area Community Rowing plans on starting a community rowing program in 2016. Almost all features of this park meet accessibility guidelines.



Huron Hills Park – 1.71 acres – Between Kewaunee and East Timberlane Drives just west of Birchwood Avenue

This is a small neighborhood park with no amenities except for a small open field and a small hill that is sometimes used as a sledding hill. None of the park features meet accessibility guidelines.

Indian Woods Park - .62 acres – Between Indian Woods Drive and Huron Street, just south of East Front Street

This two-tiered neighborhood park has frontage on two streets and offers a Jack and Jill play structure, swing set, merry-go-round, climber and benches. None of the park features meet accessibility guidelines.



Lay Park - .79 acres – Union Street near 6th Street

This downtown neighborhood park offers a shaded sitting area and park benches. Only the sidewalk passing along Union Street along the park meets accessibility guidelines.

Meijer's Silverbrook Acres – 58.89 acres – Division Street at West Silver Lake Road

This undeveloped parcel along US-31/M-37, is a natural area with Kid's Creek running through the length of the property. This property is deed-restricted for use as a nature study area and only viewing platforms or boardwalks for that purpose, could be constructed. None of the park features meet accessibility guidelines.

Mini-Park - .30 acres – East Front Street at Grandview Parkway

This small neighborhood-sized park straddles the Grandview Parkway, with a walkway along the Boardman River offering fishing opportunities. This path also serves as the TART trail as it passes under the Murchie (US 31/M37, Grandview Parkway) Bridge. The park also features the Vietnam Veterans' Memorial and a State Historic Marker. Most of the park features meet accessibility guidelines.

Open Space Park – 7.19 acres – Grandview Parkway at Marina Drive

This is a park that fulfills both the community and regional labels depending on the time of year. Several major and minor festivals held on this space, draw crowds from all over the region. The Cherry Festival and Film Festival draw people from all over the United States, along with several other countries. The park features a promenade along the West Grand Traverse Bay which doubles as the TART trail. There are few other amenities, as this area is kept as the name implies, open space. Most of the park features meet accessibility guidelines.



Park A – 1.2 acres – Between Arrowhead Drive and East Timberlane Drive

This neighborhood park is a wooded parcel that is surrounded by homes in one of the newer developments on the east side of the City. It is strictly a natural area used by park neighbors. None of the park features meet accessibility guidelines.

Park C - .10 acres – Birchwood Avenue at Kewaunee Drive

This small neighborhood park offers access to East Grand Traverse Bay down a set of steps that were constructed in 2006 by a Camp Pugsley work crew. A bench is also provided along the steps. None of the park features meet accessibility guidelines.

Senior Center Park – 3.7 acres – East Front Street at Barlow Street

The Senior Center Park houses the Senior Center building that serves the entire Grand Traverse area community with programs for mature adults age 50 and over. The park, that fronts on West Grand Traverse Bay, offers tennis courts that are also marked for pickleball, shuffleboard courts, and picnic facilities. A swimming beach and public restrooms are also available. Most of the park features meet accessibility guidelines.



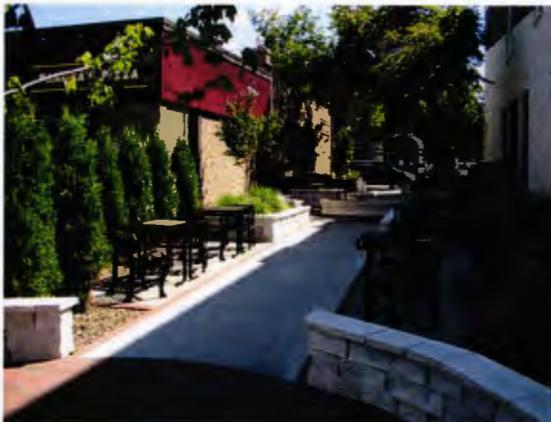
Slabtown Corner (formerly Veteran's Memorial Park) - 2.24 acres – Division Street between Bay and Cypress Streets

This community park offers four lighted tennis courts, a restroom building, a small swing set and slide. The park is also home to Wags West, the first off-leash Dog Park in the City. Until 2010, the park was home to a grouping of memorials commemorating the ultimate sacrifice of Veterans from conflicts dating from the Civil War to present day. These memorials have been relocated to the new Veteran's Memorial on City Parkland at the Grand Traverse Commons. Most of the park features meet accessibility guidelines.



J. Smith Walkway - .06 acres – 100 Block of East Front Street between Union and Cass Streets

This tiny downtown pocket park offers an attractive path from Front Street to a pedestrian bridge across the Boardman River to the Farmer's Market area. The park features benches, tables, wall seating and a fountain. All of the park features meet accessibility guidelines.



Sunset Park – 2.22 acres – East Front Street at Hope Street

Sunset Park is a small community park that has a beach on West Grand Traverse Bay. A swing set and merry-go-round are also found at the park. Only the sidewalk passing along Front Street along the park meets accessibility guidelines.



Triangle Park (the park is in the process to be renamed Jupiter Gardens) - .14 acres – Boyd Avenue at Rose Street

This small neighborhood park borders the TART trail and has a bench and peace pole donated by the local Rotary Club. The trail meets accessibility guidelines. The planet Jupiter model is depicted on a pole mounted adjacent to the park as part of the scaled solar system installed along the TART trail from Hull Park to a point about 5 miles east.

Union Street Dam Park - .93 acres – Union Street at 6th Street

Union Street Dam offers fishing opportunities for trout, salmon and other species along the toe of the dam or on the fishing deck along the river. There is also a fish-ladder for passage of (primarily) steelhead trout to reach upstream spawning grounds. Some of the park features meet accessibility guidelines.



Volleyball Court Area – 2.79 acres – Grandview Parkway east of Oak Street

The community park includes two parcels separated by a parcel owned by the City of Traverse City – Garfield Township Recreational Authority. The eastern parcel has a parking lot and access to the beach on West Grand Traverse Bay. The western parcel has six sand volleyball courts. The TART trail also passes along the southern boundary of this park. Some of the park features meet accessibility guidelines.

Wellington Street Plaza - .07 acres – East Front Street at Wellington Street

Wellington Street Plaza is a small downtown pocket park nestled between two businesses. It offers Boardman River fishing, some seating areas and a place to tie up a boat for short-term day use access to downtown. It connects to the Mini Park and TART trail. Some of the park features meet accessibility guidelines when entered through the Mini Park.

West End Beach – 4.06 acres – Grandview Parkway from Oak Street to Division Street

This long narrow community park stretches along the Grandview Parkway (US 31/M-37/M-72) and is fronted on West Grand Traverse Bay. A marked swimming area is present at the west end of the volleyball courts and the TART trail follows the entire park to the second marked beach at the intersection of Division Street. There is a bathroom facility at this second beach location. Some of the park features meet accessibility guidelines.



PARK NAME	PRIMARY SERVICE AREA
American Legion Park	Downtown employees and residents
Arbutus Court Park	Traverse Heights neighborhood
Ashton Park	Slabtown neighborhood and Willow Hill School
Boon Street Park	Traverse Heights neighborhood
Brown Bridge Quiet Area	Entire region and tourists
Bryant Park	Entire City, community and tourists
Clancy Park	Orchard Heights neighborhood
Clinch Park	Entire City, community and tourists
Darrow Park	Slabtown neighborhood and tourists
East Bay Park	Entire City, community and tourists
F & M Park	Boardman and Oak Park neighborhoods and community
Fulton Park	Entire community and TART trail users
Grand Traverse Commons	Entire region and tourists
Hannah Park	Central neighborhood and community
Hickory Hills	Entire region and tourists
Highland Park	Local neighborhood
Hull Park	Entire community
Huron Hills Park	Local neighborhood
Indian Woods Park	Indian Woods neighborhood
Lay Park	Downtown employees, residents and tourists
Meijer's Silverbrook Acres	Entire community
Mini Park	Downtown and Boardman neighborhoods and tourists
Open Space	Entire region and tourists
Park A	Local neighborhood
Park C	Local neighborhood
Senior Citizen Park	Entire community and tourists
Slabtown Corner	Entire community and tourists
J. Smith Walkway	Downtown employees, shoppers and tourists
Sunset Park	Entire community and tourists
Triangle Park (Jupiter Gardens)	North Traverse Heights neighborhood and TART trail users
Union Street Dam Park	Entire community
Volleyball Courts (West End)	Entire region and tourists
Wellington Street Plaza	Downtown employees, shoppers and tourists
West End Beach	Entire region and tourists

ACCESSIBILITY ASSESSMENT

The City of Traverse City is moving forward in providing facilities that are barrier-free to better serve all segments of the population. As an example, the Streets Division has installed ramps at all intersections throughout the City. Four playgrounds have been installed that meet current accessibility guidelines. As old picnic tables need replacing, they are replaced with tables designed for accessibility. Changes have been made to parking lots and other changes are in the works for a possible public fishing pier at the mouth of the Boardman River. Accessible walkways on the beach are now available at Bryant, Clinch and East Bay parks. Older restrooms have been retro-fitted with new faucets, grab bars, etc. to bring them up to current standards and new restrooms have been built at Clinch Park. The Hickory Hills Master Plan has recommended facilities that will all meet current accessibility standards. The City will continue to make improvements until all possible facilities and public spaces will be accessible.

An important step in this process was an August 2013 ADA compliance review by the Disability Network of Northern Michigan. In their report, they listed various items in parks and other areas of public accommodation where remediation was necessary. Most of these items have been corrected except those that are longer term fixes when buildings are renovated or replaced. A few items that were recommended are not ideal in their current configurations but are within the recommended tolerances for compliance and therefore were not changed.

The following list indicates for each park what the current barrier-free status is, as determined by Parks and Recreation staff, and current plans for improvements. The rankings are defined by the 2010 ADA Standards for Accessible Design as:

ADA Ranking 1 – None of the site elements meet ADA Standards

ADA Ranking 2 – Some of the site elements meet ADA Standards

ADA Ranking 3 – Most of the site elements meet ADA Standards

ADA Ranking 4 – All of the site elements meet ADA Standards

ADA Ranking 5 – The facility meets the Principles of Universal Design

- American Legion Park – ADA Ranking 2 - No facilities except for sidewalks on two sides of park, a Veteran's monument and a drinking fountain that are barrier-free.
- Arbutus Court – ADA Ranking 2 - Accessible from neighborhood sidewalk.
- Ashton – ADA Ranking 1 - Wooded lot featuring old growth beech and hemlock trees. Small playground and trails not accessible.
- Boon Street Park – ADA Ranking 1 - Small neighborhood park with 3 pieces of playground equipment and ½ court basketball. Currently has grass with no hard surface path to any of these items.

- Brown Bridge Quiet Area – ADA Ranking 2 - Wild and scenic area with some barrier free nature trails and MDNR-type primitive toilet.
- Bryant Park – ADA Ranking 3 - Has barrier free flush toilet facility, designated parking and a playground meeting ADA standards. A hard surface path connects parking to the play structure along with a picnic table and barbeque grill pad. A portable ADA path to beach was installed in 2014.
- Clancy Park – ADA Ranking 1, after grant project in 2016 will increase to a ranking of 3 - Old playground, 1/4 court basketball and large grass area. No hard surface paths to either. MNRTF grant has been recommended for funding for 2016 to add walkways, playground pieces and small picnic shelter that will be accessible.
- Clinch Marina - ADA Ranking 4 - New construction of entire marina completed in 2003 allows access to all parts of the marina by all.
- Clinch Park – ADA Ranking 3 - New barrier-free restrooms and paths were opened in 2013 thanks to donations and a MNRTF grant. A beach access walk was added in 2012 and upgraded in 2014.
- Darrow Park – ADA Ranking 2 - New playground installed in 2000 is per ADA accessibility guidelines. Sidewalks surround park and lead to playground.
- East Bay Park – ADA Ranking 3 - New playground installed in 1996 is per ADA accessibility guidelines. New parking lot also installed with designated parking and sidewalks to restroom, playground and toward the beach. An accessible walkway on the beach was relocated from Clinch Park in 2015.
- F & M Park – ADA Ranking 2 - A new play structure was constructed in late fall of 2009 per ADA accessibility guidelines. A gazebo constructed in 2003, has a sidewalk added in 2005 that connects the gazebo to the sidewalk system surrounding the park.
- Fulton Park – ADA Ranking 2 - Natural area that had new parking lot installed in 2004 that is ADA accessible.
- Grand Traverse Commons – ADA Ranking 2 - Sidewalks exist on the edges of portions of the property. Current nature trails are not ADA accessible. The Veteran's Memorial area is ADA accessible.
- Hannah Park – ADA Ranking 2 – A new statue plaza was installed in the south east corner of the park in 2015 that is accessible. The rest of the park is not currently accessible except a sidewalk along Sixth and Unions Streets. The park facilities include two sets of steps leading to the lower level near the Boardman

River and three fishing platforms overhanging the river.

- Hickory Hills Ski Area – ADA Ranking 1 - Needs new lodge and parking arrangements to become barrier-free. A master plan has been done and fund raising has begun. Construction is tentatively planned for 2018.
- Highland Park – ADA Ranking 1 - No development to this small neighborhood park. Only a slide is currently present. Only access is across grassy areas.
- Hull Park – ADA Ranking 3 - Major renovations completed in 2002 allow access to boardwalk, boat launch facilities, restrooms and amphitheater. An accessible boathouse used for sailing classes was completed in 2009. The East, North, and first leg of the West Boardman Lake Trails connect at Hull Park and are accessible.
- Huron Hills Park – ADA Ranking 1 - Small grassy neighborhood park, no facilities, no access.
- Indian Woods Park – ADA Ranking 1 - Four pieces of play equipment accessible only by grass lawn areas.
- Lay Park – ADA Ranking 2 - No development to this downtown park except for sidewalks on three sides.
- Meijer's Silverbrook Acres – ADA Ranking 1 - No development, no access at this natural area park.
- Mini Park (Wequetong Point) Park- ADA Ranking 2 - Walkways to river are accessible for fishing and sight-seeing.
- Open Space Park – ADA Ranking 2 - Has accessible walkways to observe West Bay. Improvements could be made to the interior of the park with walkways and picnic facilities.
- Park A – ADA Ranking 1 - No development, no access. Small wooded parcel.
- Park C – ADA Ranking 1 - Small set of steps leading to East Bay frontage. Not currently accessible.
- Senior Center Park – ADA Ranking 3 - Shuffleboard Courts and Tennis Courts are accessible along with the main part of the building. The restrooms that are reached from the exterior of the building need some renovation. The building will be updated as soon as fund- raising is complete. 2017-18 is target year.
- J Smith Walkway – ADA Ranking 4 - Small park with accessible walkway to downtown. Upgrades completed in 2006 made it more attractive and accessible.

- Sunset Park – ADA Ranking 1 - Only facilities are swings and a merry-go-round. They are not reachable by hard surface paths, nor is beach. There is an accessible sidewalk on one side.
- Triangle Park (soon to be Jupiter Gardens) – ADA Ranking 1 - Park that has the TART trail passing adjacent to it. Has no facilities except for a bench and peace pole donated by the Rotary Club but does have the TART trail access.
- Union Street Dam Park – ADA Ranking 2 - Long sloping ramp to fishing dock is present. Accessible walk across dam
- Slabtown Corner (formerly Veteran's Memorial Park) – ADA Ranking 3 - Sidewalks from accessible parking to restroom building and tennis courts is complete. Improvements to restroom accessibility were completed in 2005. Wags West off-leash dog park was opened in 2013. Sidewalks lead to the gate of the dog area.
- Volleyball Court Area – ADA Ranking 2 - The TART trail passes along the edge of this property and a parking lot with designated spaces is a short distance from the courts.
- Wellington Street Plaza – ADA Ranking 2 - River access for fishing is accessible from the South Mini-Park.
- West End Beach – ADA Ranking 2 - Draft plans have been prepared for a new restroom structure and ramped path to beach. Waiting for funding to become available. TART trail runs the length of this park area and new pathway was constructed in the fall of 2014 that allows access to the beach level at Elmwood Avenue.

GRANT INVENTORY

Grant Number – 26-00333 Land and Water Conservation Fund Veteran’s Memorial Park Development - 1972

Scope items: Two lighted tennis courts, shelter and restroom building, tot lot play equipment, fencing, walks, benches, parking, landscaping and utilities.

Tennis courts have been removed and replaced with new courts. Benches were deteriorating and were replaced, some of landscaping has died or become unsightly and was replaced. The original fencing along Division Street has been replaced as part of the Wags West dog park project. This park was renamed Slabtown Corner in 2014 after the Veteran’s monuments were moved to another location.

Grant Number – 26-10247 Land and Water Conservation Fund Boardman River Access – 1981

(Cass St. at the river, east side – Called the Chamber of Commerce River Plaza for identification reference.)

Scope Items: Boat landing, retaining wall planter, steps and barrier free ramp, boardwalk, lighting and landscaping.

Some decking has been replaced on boardwalk, steps and ramp. Some of the retaining wall was redone with construction of the new Chamber of Commerce Building. Landscaping has been updated in many locations.

Grant Number – TF704 Michigan Natural Resources Trust Fund West Grand Traverse Bay Acquisition – 1983

This 3.83 acre parcel is along West Grand Traverse Bay from the area that is now the volleyball courts to near West End Beach. This area is used as a beach, volleyball courts, general park green space / sitting area along the Grandview Parkway (U.S. 31/M – 37/M – 72).

Grant Number TF88-184 Michigan Natural Resources Trust Fund West Bay Beach – 1988 (Called West End Beach)

Scope Items: Create beach, topsoil and seed, irrigation, landscaping, plaza with sidewalks, parking lot, lighting, bike trail, wooden steps and decking.

All items in good shape, some aging to wooden deck and steps. The bike trail has been resurfaced.

***Grant Number TF92-199 Michigan Natural Resources Trust Fund
Riverfront Acquisition - 1992***

This project added 70 acres to the Brown Bridge Quiet Area with 2,500 feet of Boardman River frontage protecting it from further development and adding to the natural area.

***Grant Number TF99-160 Michigan Natural Resources Trust Fund
Hull Park Waterfront- 1999***

Scope Items: Multiuse recreation pavilion, boardwalks and accessible docks, parking for boat trailers, bituminous pathway, shade pavilion / overlook, move access road, landscaping and irrigation.

All development items are in good condition and used heavily. Has turned field and small dock into a vibrant community park.

***Grant Number TF02-151 Michigan Natural Resources Trust Fund
Boardman Lake Trail - East***

Trail is in good shape with the exception of some root damage to bituminous surface in a few locations. Trail is well used and a great community asset.

***Grant Number TF05-104 Michigan Natural Resources Trust Fund
Boardman Lake Trail – West (North)***

Trail is in good shape with the exception of some root damage to bituminous surface in a few locations. Trail is well used and a great community asset.

This trail connects the East Boardman Lake Trail through Hull Park, across the Boardman River to the north end of the west side of the lake. All items are almost new and doing very well.

***Grant Number TF11-060 Michigan Natural Resources Trust Fund
Boardman Lake Trail West***

Trail, picnic shelter and fishing dock / kayak launch were constructed in 2014 with dedication in 2015. The trail and other amenities are in new condition. Trail is great addition to the local trail system and is this first part of the west trail that will eventually connect the East and North trails to surround Boardman Lake.

SECTION 4

PLANNING METHODS

INTRODUCTION

Park and Recreation planning for the City of Traverse City is a participatory process involving the public, City Staff, the Planning Commission, the Parks and Recreation Commission, and the City Commission. Principal City staff involved in the process is the Parks and Recreation administration and office team.

LAND USE

The City's Master Plan (2009) incorporates a "Natural Resources Element" and a "Parks and Recreation Element" both of which have provided a basis for this plan. The "Natural Resources Element" deals specifically with environmentally sensitive lands such as steep slopes, wetlands, shoreline zones, and wildlife habitat. Management guidelines are provided to minimize negative impacts when developing in or near these sensitive areas. Generally, the guidelines limit or discourage development in the environmentally sensitive areas.

The "Parks and Recreation Element" provides policies and guidelines for developing and regulating the use of the municipal park system, and its facilities. The plan discusses the various types of parks the City has and guidelines for their development.

Generally, the plan indicates the areas within the City that should be committed to permanent open space usage. A sizable percentage is proposed to be preserved as open space providing protection for flood plain, stream basin, shoreline, steep slope, and wetland areas.

PARKS, RECREATION & OPEN SPACE PLAN

Another element of the City Plan (Master Plan) is the provision of "linkages" that tie groups of parks along the bay and Boardman River together. These linkages strengthen the relationship between recreational areas and enhance usability.

Perhaps the most noted portion of the plan concerns the "Bayfront Plan", a generalized name given to the property lying between Senior Citizen Park on the east and the

intersection of M-72 and Grandview Parkway on the west. The "Bayfront Plan" area is intended to be a balanced active and passive facility designed to serve residents and tourists alike. The overall park is really a succession of specialized smaller parks interconnected by green space linkages. In 2004, the City of Traverse City - Garfield Township Recreational Authority was established with the intentions of acquiring and developing additional land for the area's future. Bond and millage issues passed that allowed another parcel on West Grand Traverse Bay to become public recreational land.

ZONING

The City Zoning Ordinance allows for the development of parks, playgrounds, and community recreational buildings owned or operated by the City, and country clubs or golf courses (public or private), in most zoning districts.

OVERVIEW

The Traverse City Parks and Recreation Plan was prepared by staff and the Parks and Recreation Commission for review by the public and City Planning Commission. After advertised public meetings, the City Commission adopts this document by formal resolution as the Traverse City Parks and Recreation Plan and authorizes submission to the Michigan Department of Natural Resources for approval.

In addition, the Traverse City Planning Commission must prepare a Public Improvements Plan annually for submittal to the City Commission. The plan describes all major proposed physical improvements and equipment purchases for the next six years, including improvements for City parks and recreation facilities. The plan complements the Traverse City Parks and Recreation Plan's Public Improvement Schedule and is prepared annually rather than once every five years, as is the case with the Recreation Plan.

The Public Improvements Plan and subsequent reviews are held at public meetings both at the Planning Commission and City Commission levels. Finally, the plans are carried into action via the Traverse City Annual Budget as prepared by staff for City Commission implementation.

STAFF INPUT

The principal City staff involved in the process is the Superintendent of Parks and Recreation and the Department of Public Services Clerical Support Staff, with input from the Senior Center Director, Brown Bridge Quiet Area Project Coordinator, Director of Public Services, City Planning Director, Planning and Zoning Administrator, and the City Manager.

SECTION 5

PUBLIC INPUT PROCESS

SURVEYS

During the past few years, several formal and informal surveys, mostly in an on-line format, have been completed on topics, such as the Hickory Hills Master Plan (2014), Triangle Park (2015) and Sunset Park (2015) improvements and use patterns. A survey was also distributed in various media forms in the fall of 2010. The survey was made available at the “Public Workshop for Parks” held on September 23, 2010, a link to the survey was placed on the City’s website, the neighborhood groups were informed of the survey availability and the Downtown Development Authority publicized the survey.

These surveys, while not scientifically administered, offer valuable information on what a portion of the citizens and area residents feel about the facilities and programs offered by the City. The Hickory Hills survey was gathered during the master plan process and its results were very valuable in creating the final report.

PUBLIC MEETINGS

The Parks and Recreation Plan and the Public Improvement Schedule (PIS) were a collaborative effort of the Superintendent of Parks and Recreation, Director of Public Services, Planning and Zoning Administrator, Planning Director and the City Manager. The PIS is reviewed and amended by the City Parks and Recreation Commission at public meetings and forwarded to the Planning Commission and then to the City Commission for their action.

“YOUR BAY - YOUR SAY” PUBLIC PLANNING PROCESS HISTORY

Beginning in February 2004, a committee was formed to begin looking at what to do with the space that would become park land when the Bayfront Power Plant was removed. About a year later, the scope of the committee was expanded to include a roughly two mile stretch of waterfront from Senior Center Park on the east side, to the intersection of M-72 and the Grandview Parkway on the west side.

The Small Town Design Initiative program from Michigan State University and the Master’s Level program in Landscape Architecture and Urban Planning from the University of Michigan were both contracted to assist in planning the Bayfront area. The MSU group was concerned mainly with the Bayfront and Boardman River area and the

U of M group was charged with strengthening the connections between the downtown area and the Bayfront.

On June 23, 2005, the first public meeting was held with about 150 people in attendance. At this meeting, people were asked to list what they were proud of, sorry about, and what they would like to see from a hot air balloon if they flew over Traverse City in 5 to 10 years.

The next series of meetings was held on September 15 - 17, 2005. On the 15th, a visual preference survey was held on design styles. September 16th was a walking tour with Dan Burden from "Walkable Communities". A public design process was held on September 17th. After these meetings, the MSU students divided into teams and prepared design proposals that were presented in an interactive telecast from MSU to Traverse City on November 10, 2005.

After opportunities for the public to view the design boards at various locations around Traverse City, a meeting was held on January 19, 2006 where people were able to rate their favorite parts of all designs. Those comments were then taken back to MSU where a final design was produced and presented at a public meeting on June 8, 2006.

The University of Michigan Downtown Character Study was presented at a public meeting on May 11, 2006 after a series of public sessions to prepare the study.

At the conclusion of the MSU and U of M processes, a Request for Proposals was issued for a private consulting firm to take the results of the two college groups along with additional public input and work them further into a conceptual master plan for the entire Bayfront. The RFP deadline was in late July of 2006 and interviews of the top three firms were held on September 14, 2006. After the contract was awarded to JJRWade Trim, work began on the master plan.

During this phase of the planning for the Bayfront, public meetings were held on January 25 and April 24, 2007 to gather public input on proposed designs. The presentation of the results of the design process, "Key Recommendations - Traverse City's Waterfront Plan", was held in a public meeting on June 21, 2007. The plan, with some slight modifications, was accepted and adopted in September of 2007 by the City of Traverse City.

FURTHER PLANNING STEPS FOR THE BAYFRONT PLAN

In February 2010, proposals were received to take the Master Plan to the preliminary engineering level. URS Corporation was selected and began their duties in March. The public was highly involved with this process including a three day charette where a great number of civic, business, educational and other groups were present to listen to a short presentation and then to provide input. There were also sessions for the general public to observe and give input during the planning and design days. Representatives from

URS gave summary presentations to local neighborhood groups, boards and commissions and civic organizations, then answered questions and received feedback.

Their final product was presented to the City Commission on July 19 which was followed by approvals of various boards and commissions before the City Commission formally adopted the plan on September 7, 2010.

In 2011, proposals were received for the Clinch Park – Phase One Final Design and Construction Documents. The contract was awarded to Hamilton – Anderson. After these documents were completed, proposals were received in 2012 from construction contractors with the contract awarded to Hallmark Construction of Traverse City. Construction began in early September of 2012 and the park was reopened to the public in late June of 2013.

“PUBLIC WORKSHOP FOR THE FUTURE OF PARKS AND RECREATION”

On November 12, 2015, the Parks and Recreation Commission hosted the “Public Workshop for the Future of Parks and Recreation” to gather insight from the community on needs and desires for parks, recreation facilities, and recreation programs. An informational briefing was followed by small group input on goals and objectives from the 2011-2016 plan. The last project of the evening was for those in attendance to look at park maps and then make design and operational suggestions for future consideration

The workshop was publicized in the local Record-Eagle newspaper, on the City’s website, The Ticker, a local daily electronic news and events emailing, and other media outlets including WTCM Radio. Although the workshop was lightly attended, there was a good cross-section of the community represented. Participants from many parts of town were present along with a varied age range.

SECTION 6

COMMUNITY GOALS & OBJECTIVES

Recreation surveys, citizen comments, and the recreation facility planning process provide a wide variety of ideas and priorities to guide staff and City efforts. The goals stated below provide a basis in the development of the objectives. The objectives in turn provide guidance in the development of an action plan to improve recreation for the citizens of Traverse City while at the same time enhancing the City's image as a vacationland. Understanding that values and priorities are ever changing in the community, this set of goals will be continually refined and expanded to reflect new attitudes and ideas.

GOAL 1: HICKORY HILLS MASTER PLAN IMPLEMENTATION

Build a stronger recreation facility at Hickory Hills that provides year round recreation opportunities.

Objectives:

- a. Work together with the Grand Traverse Ski Club, Preserve Hickory, and Garfield Township to implement the Hickory Hills Multi-Season Recreation Master Plan.
- b. Coordinate Phase 1 design plans with fundraising efforts so that construction can begin in a timely manner as listed below:
 1. Winter 2015-16, prepare RFP for infrastructure and maintenance facility design services leading to 2016 to 2017 construction.
 2. Develop RFP for lodge construction and slope improvements tentatively planned for the 2018 construction season.
- c. Work with various user groups to create integrated trail systems for winter and summer uses including cross country skiing, biking, and running.
- d. Continue to work with the Northern Michigan Disc Sports Organization to maintain and improve the disc golf course in concert with other Hickory Hills improvements.
- e. Continue to explore funding sources for further phases of the Master Plan implementation including summer uses.

GOAL 2: MAINTAIN AND IMPROVE EXISTING PARKS

Strengthen communications and relationships with neighborhood associations and other community groups and individuals, to develop new parks, recreational amenities and park enhancements.

Objectives for all parks:

- a. Work together with neighborhood associations and community groups to facilitate discussion and planning for park improvements.
- b. Encourage the public to use the Park Planning Process to present and develop ideas for park improvement.
- c. Work together with foundations and organizations for building or replacing aging playground structures.

Objectives for certain parks with various planning stages in process:

- a. Clancy Park (Successful MNRTF Project for 2016 construction season)
 1. Develop RFP package for design and construction services to complete the scope items of the grant application and site plan.
 2. Award contract and complete construction during the fall of 2016.
 3. Work together with the Orchard Heights Neighborhood group to continue to maintain and improve Clancy Park.
- b. Hannah Park
 1. Now that work on the Perry Hannah sculpture plaza is complete, work with the Central Neighborhood Association and other interested citizens to continue to improve Hannah Park and develop a site plan that will lead toward construction during 2017. The funds donated for the entire construction costs of the sculpture plaza can be used as a match for Brown Bridge Trust Fund monies to be used to fund these improvements.
- c. Lay Park
 1. Develop a revised site plan that supports recreational opportunities in Old Town.
 2. Continue to work with park neighbors and others to raise the matching funding so that the Brown Bridge Trust Fund can be used to fund improvements as early as 2016 or 2017.
- d. Jupiter Gardens (Rose and Boyd Streets)
 1. Work with neighborhood group and other interested citizens to develop a site plan that will lead toward improvements including perennial gardens, walkways and a small trailside shelter.
- e. Sunset Park
 1. Work with community to make improvements to Sunset Park and encourage its use as a multi-generational park.

GOAL 3: BOARDMAN LAKE & RIVER

Develop Boardman Lake and River and adjoining properties as a natural resource promoting active, passive and water related recreational opportunities.

Objectives:

- a. Continue to provide a mixed-use recreation environment that promotes active and passive activities.
- b. Work with the appropriate agencies and local non-profits (TART) to complete the final phase (west side) of non-motorized trail around Boardman Lake by 2018.
- c. Develop activities that connect downtown to the south end of Boardman Lake and future non-motorized access to the south of S. Airport Road.
- d. Continue to support Traverse Area Community Sailing (TACS), Traverse Area Community Rowing (TACR), TC Whitewater and other non-profit organizations that encourage water-related recreational use of Boardman Lake and River.
- e. Design a riverwalk that will provide connection from downtown to Boardman Lake and pursue recreation development along this corridor.

GOAL 4: ACTIVE MULTIMODAL RECREATION & TRANSPORTATION

Complete the active transportation plan that would support future trails, pathways and transportation improvements in and around the community to increase and encourage more recreational opportunities.

Objectives:

- a. Advocate for implementation of a complete streets ordinance.
- b. Complete the comprehensive multimodal transportation plan for the City working with appropriate City staff, local agencies and the Planning Commission.
- c. Consider developing standards and locations for the development of bicycle facilities and pedestrian walkways.
- d. Evaluate existing and future transportation corridors in the City for improved multimodal options in conjunction with ongoing trail and streetscape planning efforts.
- e. Build sidewalks adjacent to, and where appropriate, within all of our parks located within a neighborhood setting.
- f. Improve overall transportation choices that would also improve recreational opportunities by connecting recreational facilities together.
- g. Utilize existing and past trail planning efforts that have been completed by TART Trails, City Planning and neighboring townships.

- h. Work with local non-governmental organizations (NGO's) such as the Grand Traverse Regional Land Conservancy and trail advocacy groups including the NW Michigan Council of Governments and the Traverse Area Recreation and Transportation Trails (TART).
- i. Implement universal accessibility design principles as a design standard for all new facilities.
- j. Support Safe Routes to Schools Program
- k. Utilize Leadership in Energy and Environmental Design (LEED) & Green Building Standards on all site and building solutions.
- l. Work together with the Downtown Development Authority to increase active transportation in the DDA District.

GOAL 5: TRAVERSE CITY BAYFRONT REVITALIZATION

Design and implement the next phases of the Bayfront Revitalization Plan as means to care for our public waterfront as a recreational resource for use by all, with care and attention given for preserving and enhancing the natural and environmental qualities.

Objectives:

- a. Prioritize the remaining elements of the Traverse City Bayfront 2010 Plan, for next phase implementation projects.
- b. Continue to leverage local dollars and apply for local, state and federal grants.
- c. Utilize the Traverse City Bayfront 2010 Plan, preliminary engineering, cost projections, and recommendations as a guide to move forward with implementation.
- d. Utilize Leadership in Energy and Environmental Design (LEED) & Green Building Standards on all site and building solutions where possible.

GOAL 6: SIGNAGE & WAYFINDING

Develop consistent wayfinding signage system to improve overall identity and name recognition of the City parks as well as improve access and increase use of the parks.

As the City moves forward with developing its park facilities, signage and wayfinding will be an important aspect of this growth. Quality, universally understood and a well thought out array of signs will increase the sense of ownership, increase name recognition and increase park usage.

Objectives:

- a. Develop wayfinding analysis and recommendations including sign concepts and sign array for park entrance signs, internal circulation and directional signs, interpretive signs that include educational and historical components, administrative and policy signs, and wayfinding signs.

- b. Review City ordinance for signage requirements and restrictions.
- c. Consider permit requirements for sign construction and placement within the MDOT and Grand Traverse County Road Commission rights-of-way.
- d. Consider funding and phasing plan for implementation of signs.
- e. Develop signage program and design intent drawings (construction details and specifications) for bidding.

GOAL 7: BROWN BRIDGE QUIET AREA

Continue to maintain the Brown Bridge Quiet Area as an active recreational resource for the residents of Traverse City and surrounding region.

Objectives:

- a. To enhance recreational opportunities, continue to make improvements to the trail system and other recreation facilities including pedestrian bridges across the Boardman River.
- b. Work with the Grand Traverse County Road Commission and TART to develop a bike route from Traverse City to the Brown Bridge Quiet Area.
- c. Now that the dam has been removed, make the necessary changes in facilities and programs to embrace the changes as opportunities to further new educational and recreational programming.

GOAL 8: RECREATION PROGRAMS

Develop strong and dynamic recreation programming affording a variety of recreational activities and experiences for a wide range of users.

Objectives:

- a. Conduct annual analysis and efficiency review of programs.
- b. Partner with local non-profits, schools, and community organizations that are providing recreation programs.
- c. Survey community to ascertain their opinion on ways to continually improve the recreation programs.
- d. Recreation programs need to be affordable and fulfill a community value.
- e. Adjust user fees for programs and entrance fees (including Hickory Hills) on an as needed basis.

GOAL 9: SENIOR CITIZEN CENTER

Continue to support the Grand Traverse County Parks and Recreation Commission to provide recreation programs, education and assistance for mature adults, age 50 and over.

Objectives:

- a. Work cooperatively with the Grand Traverse Senior Center Network to maintain and improve the park surrounding the Senior Center.
- b. Continue to support development of innovative programming.
- c. Continue to enhance the working relationship with the Senior Center.

GOAL 10: DEVELOP MANAGEMENT PLANS FOR GRAND TRAVERSE COMMONS AND MEIJER'S SILVERBROOK ACRES

Develop management plans for the Grand Traverse Commons and Meijer's Silverbrook Acres Parks to outline a systematic approach to improving the landscaping and usability of the two parks.

Objectives:

- a. Make plans for removing invasive vegetation.
- b. Enhance trail systems to showcase the scenic and unique areas of the parks.
- c. Develop appropriate use areas for low impact recreation opportunities at the Commons.
- d. Maintain the unique character of habitat types in certain designated areas.

GOAL 11: PARKS AND RECREATION AWARENESS

Develop a marketing plan that focuses on increasing awareness of City parks and recreation programs.

Objectives:

- a. Utilize existing promotional material and continue to develop more.
- b. Utilize local community events to pass out promotional material including Park Guide and Map and recreational program information.
- c. Recognize July as National Park and Recreation Month and celebrate by holding special events in the month of July.
- d. Promote awareness of health, education, social, and environmental benefits of recreation.
- e. Encourage family participation programs.

GOAL 12: SCHOOLS

Work with schools to make recreation facilities and programs part of the education system.

Objectives:

- a. Develop educational programs for recreational skills and environmental understanding.
- b. Investigate summer neighborhood programs using school playgrounds and gyms.
- c. Develop programs with area schools to promote the utilization of Hickory Hills.
- d. Investigate with Traverse City Area Public Schools, the possibility of developing a City park on a lease or use agreement, in the wooded area adjacent to Traverse Heights Elementary School.

GOAL 13: LAND ACQUISITION

Purchase additional property on an as-needed basis that will help grow and diversify the City's recreational facilities.

Objectives:

- a. Consider feasibility of acquiring property near parks to provide future land for expansion of recreational activities.
- b. Consider feasibility of acquiring easements or full purchase of property with Boardman River Property Owners for the future extension of a riverwalk.
- c. Consider purchase or lease of property in areas of the City that are deficient in parks.

GOAL 14: CAPITAL IMPROVEMENT FUND

Develop a capital improvement fund for improvements to City parkland.

Objectives:

- a. Survey the community to gauge interest and support for funding parks and recreational programming.
- b. Consider a recreational millage.
- c. Seek to direct revenue from park usage fees, donations and fundraisers to a dedicated capital improvement fund.
- d. Earmark specified donations and apply them to capital improvements for the specific park facility.

CAPITAL IMPROVEMENT PROJECT SUMMARY

FISCAL YEAR	PROJECT NAME	PROJECT DESCRIPTION	COST ESTIMATE	POSSIBLE FUNDING SOURCES
2016 – 2017				
1	Hickory Hills Maintenance Building	Maintenance building is needed for storage and care of snow groomers, snow guns and other ski area equipment	\$200,000.00	City Funds Brown Bridge Trust Grants Donations
2	Clancy Park Improvements	Project will include replacing play equipment and adding an accessible picnic shelter and walking paths within the park.	\$137,000.00	MNRTF City Funds Brown Bridge Trust Neighborhood
3	Hannah Park Improvements	Improve dirt trail through park, add grass pavers to service drive, add irrigation and replace lighting.	\$100,000.00	TIF Funds City Funds Brown Bridge Trust Donations
4	Brown Bridge – Upper Trail Connector Bridge (East End)	Pedestrian bridge across the Boardman River using donated bridge and new abutments.	\$60,000.00	Brown Bridge Trust Donations Grant
5	Brown Bridge – Grasshopper Creek Boardwalk Extension	200 foot extension of the existing timber boardwalk at Grasshopper Creek.	\$15,000.00	Brown Bridge Trust Grant
6	Brown Bridge – Overlook and Access Steps (5 sets total)	Will provide viewing and limit stream bank erosion along restored river section.	\$35,000.00	Brown Bridge Trust Grant
2017 - 2018				
1	Lay Park Improvements	Will give this Old Town park a more formal look and improve usability. Will include brick & concrete seating areas, landscaping, and walkways.	\$100,000.00	Donations Brown Bridge Trust City Funds
2	Hickory Hills Lodge Replacement	Replaces aging lodge with facility with improved accessibility, functionality, and four season use.	\$1,800,000.00	Donations Brown Bridge Trust Grants
3	Hickory Hills Infrastructure and Ski Area Improvements	Includes parking lot, utilities, new ski lift, lighting, new ski terrain, and additional snow making well and equipment.	\$1,000,000.00	Donations Brown Bridge Trust Grants
4	Indian Woods Playground	Old play equipment needs to be replaced to meet current standards and increase play value.	\$30,000.00	Donations City Funds Grants
5	Park Sign Replacement	Current park signs are becoming unsightly. New sign array will improve overall aesthetics and usability of parks.	\$75,000.00	City Funds TIF Funds

6	“City Lot” Park Creation (West Front Street)	2015/16 public process suggested changes to this downtown City property including seating areas, small event space, and landscaping.	\$75,000.00	City Funds Grants Donations
7	Triangle Park (Jupiter Gardens) Improvements	To include small trailside shelter, perennial gardens, and irrigation.	\$57,000.00	Donations Brown Bridge Trust Grants
8	Brown Bridge - Historic Brown’s Bridge (West end)	Replacement of historic bridge to provide recreational trail connection across the Boardman River.	\$160,000.00	Brown Bridge Trust Rotary Charities Donations
9	Brown Bridge – Berm Trail Stabilization	Stabilize trail surface at north end of the former earthen dam.	\$10,000.00	Brown Bridge Trust Grant
10	Brown Bridge – Buck’s Landing Renovation	Gravel and re-grade existing parking lot at Buck’s Landing and replace fencing.	\$30,000.00	Brown Bridge Trust Grant Donations
11	Brown Bridge – Interpretive and Navigational Signage	Design and install new signs to improve way-finding and educational opportunities on the trails.	\$10,000.00	Brown Bridge Trust Grant Donations
2018 – 2019				
1	Sunset Park Improvements	Would include new fitness and playground equipment, picnic shelter, restrooms and retaining wall.	\$200,000.00	Donations Brown Bridge Trust Grants City Funds
2	Senior Center Park Improvements	Will include, adult “playground”, irrigation, walkways, and parking improvements.	\$75,000.00	City Funds Donations Grants
3	Ashton Park Playground	Replacement of old play equipment with younger children’s play structure	\$20,000.00	City Funds Donations
4	Mini Park Upgrade and Public Art	Add Coast Guard Sculpture, seating areas, landscaping, and lighting.	\$200,000.00	Donations Grants TIF Funds
5	Boardman Lake Trail (West)	This would complete the trail around the entire Boardman Lake for community enjoyment.	\$2,800,000.00	Brownfield Funds Grants Other Jurisdictions
6	Farmer’s Market Improvements	Installation of new covered vendor pavilions, landscaping, gathering and event areas, and repaving.	\$1,100,000.00	TIF Funds Grants Parking Funds
7	Brown Bridge – Southside ADA Trail	Establish an accessible trail from Buck’s Landing to overlook of the new river channel and bottomlands.	\$20,000.00	Brown Bridge Trust Grant Donations
8	Brown Bridge – Wildlife Habitat Improvements	Native species plantings to improve wildlife benefits and bank stabilization.	\$20,000.00	Grant Donations
9	Brown Bridge – Overlook and Historical Display	At site of former Powerhouse create an overlook and historical display of former hydro power site.	\$15,000.00	Brown Bridge Trust Grant Donations

2019 - 2020				
1	Senior Center Building Renovation	Current facility is not adequate in size for needed programs and has constant maintenance issues.	\$1,250,000.00	Donations Other Jurisdictions Foundations
2	Bayfront Improvement Implementation	Continue Bayfront Revitalization including restroom construction.	\$2,000,000.00	Donations Grants Foundations
3	Hannah Park Boardwalk	Boardwalk to connect to Union Street Dam Park area. Will increase fishing opportunities for all.	\$200,000.00	TIF Funds GL Fisheries Trust City Funds Grants
4	Brown Bridge – North Parking Lot Improvements	Gravel and re-grade North parking lot and replace fencing.	\$30,000.00	Brown Bridge Trust Grant Donations
5	Brown Bridge – Reptile and Amphibian Inventory	Establish baseline population numbers and monitor species in bottomlands and Grasshopper Creek area.	\$30,000.00	Brown Bridge Trust Donations
6	Brown Bridge – Invasive Species Survey and Treatment	Ongoing program to monitor and remove invasive species.	\$65,000.00	Brown Bridge Trust Grants Donations
2020-2021				
1	Beach Retaining Wall at Bryant Park	The wall and landscaping will help reduce beach drift inland and improve turf area.	\$100,000.00	City Funds
2	American Legion Park Improvements	Improvements to this downtown park would include seating areas, landscaping, and a small event space.	\$150,000.00	City Funds Grants Donations
3	Union Street Dam Betterment Project	Project would change current dam to allow increased river recreation opportunities, and a true sense of place for this area.	\$2,000,000.00	City Funds TIF Funds GL Fisheries Trust Grants
4	Boon Street Park Playground Improvements	Replace old play equipment with that meeting current standards.	\$30,000.00	City Funds Donations Grants
5	Boardman River Walk 8 th Street to Boardman Lake Trail	Install 840 Feet of elevated boardwalk, lighting, and landscaping.	\$515,000.00	Grants Brownfield Funds City Funds
6	Brown Bridge – Crushed limestone for new trails.	Install crushed and compacted limestone on new bottomlands trail to improve accessibility.	\$75,000.00	Brown Bridge Trust Grants Donations

CAPITAL IMPROVEMENT PROJECT DESCRIPTIONS

PROJECT

ESTIMATED PROJECT COST

2016/17

Hickory Hills Maintenance Facility \$200,000.00

For many years, the snow groomers and snow making equipment have been kept outside during the ski season and has been kept in the small pole barn at Hickory Hills and other locations around the City during the off season. This would combine all storage and hill maintenance activities into one building.

Clancy Park Improvements \$137,000.00

The City has received a Michigan Natural Resources Trust Fund Grant for \$45,000.00 that will be included with other funding sources to make many improvements to this neighborhood park. These include many accessible features including concrete walking paths, small picnic shelter, new playground pieces, and site furniture.

Hannah Park Improvements \$80,000.00

Following the successful fundraising and the construction of the Perry Hannah Statue Plaza, further improvements are desirable to improve the overall character of the park. This would include irrigation, porous pavers to replace the gravel two track maintenance drive, new lighting, and an improved trail surface from Union Street to Wadsworth Street.

Upper Trail Connector Bridge (East End) – Brown Bridge \$50,000.00

This bridge would be constructed at the site of a former bridge that was constructed by the Boy Scouts in the 1970s near the outlet of Grasshopper Creek. The bridge was removed in the 1980s due to high water and needed maintenance. A bridge has been donated and needs a site plan, permits, engineering and installation of abutments and the bridge.

Grasshopper Creek Boardwalk Extension – Brown Bridge \$15,000.00

An addition of approximately 200 feet of timber boardwalk to the existing boardwalk at Grasshopper Creek will help to protect the sensitive vegetation and avoid seasonally wet areas.

Overlook and Access Steps (5 sets total) – Brown Bridge \$35,000.00

Will provide viewing opportunities and river access points to the “new” channel of the river to limit stream bank erosion caused by recreational foot traffic.

2017/18

Lay Park Improvements \$100,000.00

A brick and concrete seating plaza will be the focal point in this downtown park. The project will also include landscaping, walkways, lighting and site furniture and will make this small park very inviting.

Hickory Hills Lodge Replacement \$1,700,000.00

The current lodge was built in the early 1950s on a shoestring budget with volunteers and City staff, without many of the building requirements that are necessary today. In addition, there are no facilities for rental operations or retail and only a very minimal food service area. The new lodge would combine all of these operations along with lift ticket sales, National Ski Patrol and modern accessible features. The lodge would become a four season operation with events and rentals available during the non-snow sport season which will improve revenue producing potential. The location will be such that events happening on the adjacent Hickory Meadows property operated by the City of Traverse City – Garfield Township Recreational Authority would benefit from the facilities at Hickory Hills.

Hickory Hills Infrastructure and Ski Area Improvements \$1,700,000.00

In conjunction with the lodge construction, many of the items in this project would be necessary prior to or concurrently with lodge construction. These items would include the utilities, roads and parking. Other items that could follow slightly behind but prior to the next ski season would be ski terrain and trail installation, lighting, snow making system expansion, and installation of a new ski lift.

Indian Woods Playground \$30,000.00

Much of the play equipment in this park is 50 plus years old and in need of replacement. Using the natural elevation changes in the two halves of the park, a hill slide would be installed along with other play elements that would improve access and play value.

Park Sign Replacement \$50,000.00

All of the main park entrance signs would be replaced with new signs that would be more harmonious with their park settings. In addition, wayfinding and park policy signs would be added to increase park user's satisfaction with the parks.

"City Lot" Park Creation \$75,000.00

This West Front Street, City owned parcel, was the focus of a 2015/2016 MEDC PlacePlan public input process to decide what should be developed on this great spot at the west end of downtown, with Kid's Creek running through it. Seating, picnic, and small event spaces were some of the items to come out of the public process.

Triangle Park (Jupiter Gardens) Improvements \$60,000.00

Residents near this park have expressed an interest in being involved with the process to improve this small triangular parcel along the TART trail. Features would include a small trail side shelter, native/edible perennial gardens, water and bike repair stations, walkways, site furniture, and possible natural playscape items.

Historic Brown's Bridge Construction – Brown Bridge \$160,000.00

In the 1870s, William Walter Brown and some of his neighbors constructed a bridge across the Boardman River in the location near the west end of the property. This bridge became one of the area's first State roads. Creating a foot bridge in this location would complete a 9 mile loop around the Brown Bridge Quiet Area and also will connect this spot to the historic bridge location.

Berm Trail Stabilization – Brown Bridge \$10,000.00

Since the removal of the dam on the Boardman River, this project would stabilize the trail surface and adjoining slopes to limit or hopefully prevent soil erosion at the north end of the former earthen dam.

Buck's Landing Renovation – Brown Bridge \$30,000.00

New gravel and re-grading of this parking area would be competed along with the replacement of the fencing there and landscape work.

Interpretive and Navigational Signage – Brown Bridge \$10,000.00

Design and install interpretive and navigational signage to improve way-finding and educational opportunities on the trails.

2018/19

Sunset Park Improvements \$200,000.00

Sunset Park is in a prime location on West Bay but is underutilized and in need of several improvements. This project would include a small picnic shelter/restroom combination, a short fitness trail with equipment stations, new play structure, retaining wall at the sand/grass interface, and site furniture.

Senior Center Park Improvements \$75,000.00

Features to be added are an adult "playground" to assist the older park users with strength, balance and mobility, a walking path with an accessible beach access walkway, and parking improvements.

Ashton Park Playground \$15,000.00

With proximity to Willow Hill School and the playground equipment there, a small play structure designed for the under six year old crowd would be installed at Ashton Park.

Mini Park Upgrade and Public Art \$200,000.00

This small park that is bisected by the Grandview Parkway serves tacitly as an entrance to downtown. Traverse City is a Coast Guard City and there is a desire to place a sculpture honoring the Coast Guard's involvement in Traverse City at the apex of this triangular park. In addition, other improvements to formalize and invite more use to this underutilized park would include seating areas, landscaping, lighting, and Site furnishings.

Boardman Lake Trail (West) \$235,000.00

With completion of this project, the trail would be complete around Boardman Lake. This would be the fourth and final trail section. This trail, like the East Boardman Lake Trail would involve Garfield Township as more than half of the remaining trail is in their jurisdiction. Coordination with Garfield Township and the Grand Traverse County Brownfield Development Department would be required. The trail would encourage economic development which would result in private investment near the trail.

Farmer's Market Improvements \$1,100,000.00

The current Farmer's Market and Parking Lot B are constructed on property that is technically park land. It was the original site for the Clinch Park Zoo prior to the construction of the Grandview Parkway (US-31). The changes to the Market would improve the experience for both the vendors and shoppers and make the area much more aesthetically pleasing. It would include new covered vendor pavilions,

landscaping, gathering/event areas along the river, repaving the parking lot and improving underground infrastructure.

Southside ADA Trail – Brown Bridge \$20,000.00

Access to an area overlooking the new river channel and bottomland would extend from the Buck's Landing parking area. This trail would increase the enjoyment of the Brown Bridge Quiet Area for those that have mobility challenges.

Wildlife Habitat Improvements – Brown Bridge \$20,000.00

Native species would be planted in the bottomlands to provide forage, nesting, and breeding sites for wildlife. Riparian plantings will provide bank stabilization along with habitat benefits.

Overlook and Historical Display – Brown Bridge \$15,000.00

The site of the old hydro powerhouse provides an excellent opportunity for history interpretation of the site. An overlook and a turbine from the decommissioned hydro dam would be featured.

2019/20

Senior Center Building Renovation \$1,250,000.00

The Grand Traverse County Senior Citizen network is presently housed in the City owned Senior Center Building at 801 E. Front Street. For some years it has been apparent that the facility is inadequate to meeting the numerous uses and needs of our local seniors. The Center has over \$200,000.00 in savings originally planned for construction of a new facility but the City Commission has approved releasing these funds for a building remodel instead.

Bayfront Implementation Next Phase \$2,000,000.00

The Bayfront Plan includes several phase that may take place over the next many years. It is hope that the next phase will include new restrooms near the volleyball courts or at West End Beach and other upgrades to these areas. This project will require large donations and grants to complete.

Hannah Park Boardwalk \$200,000.00

A boardwalk connecting Hannah Park to the Union Street Dam fishing area would increase opportunities to enjoy the river for fishing or passive recreational viewing.

North Parking Lot Improvements – Brown Bridge \$30,000.00

Parking lots on Ranch Rudolph Road would be re-graded and gravel added. The fencing would also be replaced at that time.

Reptile and Amphibian Inventory – Brown Bridge \$30,000.00

Study to establish baseline populations and monitor progress of sensitive/threatened species in the new bottom lands and Grasshopper Creek areas.

Invasive Species Survey and Treatment – Brown Bridge \$65,000.00

An ongoing program to monitor and remove invasive species in the new bottomlands along the new Boardman River Channel.

2020/2021

Beach Retaining Wall at Bryant Park \$100,000.00

The retaining wall and landscaping will greatly reduce the amount of sand that blows up into the turf area of the park during the late fall to early spring storms. It will also help to stop the encroachment of the sand and shrinking of the turf area. This will be a combination of hardscape and landscaping.

American Legion Park Improvements \$150,000.00

Improvements to American Legion Park, located along the Boardman River downtown could include terraced seating and small event spaces, fishing platforms, landscaping around the Veteran's monument, and site furnishings.

Union Street Dam Betterment Project \$2,000,000.00

This multi-faceted project would involve the U.S. Army Corps of Engineers in redesigning the Union Street Dam to maintain lake water levels and allow for adequate fish passage. In addition to the dam redesign, there are hopes to turn this area into a destination for a whitewater park and improved river accessibility for fishing and boating.

Boon Street Park Playground Improvements \$30,000.00

This small neighborhood park has antiquated play equipment that needs to be replaced. This would improve the quality of play for the neighborhood and improve the overall look of the park.

Boardman River Walk 8th Street to Boardman Lake Trail \$515,000.00

A river walk from 8th Street to join the Boardman Lake Trail includes 840 feet of elevated boardwalk, low-level lighting, fishing and resting platforms, and landscaping. The Traverse City Master Plan envisions a narrow linear park along the banks of the Boardman River and Boardman Lake and encourages pedestrian and bicycle linkages between neighborhoods and parks.

Crushed Limestone for New Bottomlands Trails - Brown Bridge \$75,000.00

Adding crushed limestone fines along the new bottomlands trails will improve handicap accessibility and walkability for all. This area encourages the public to come see what is happening at Brown Bridge after the dam removal.

SECTION 7

ACTION PROGRAM

The City of Traverse City is committed to continue making improvements to our Parks and Recreation facilities and programs, even in these challenging economic times. The citizens have spoken freely about the importance they place in Parks and Recreation.

In the fall of 2014, the residents of Traverse City approved a bold ballot proposal to use a portion of the Brown Bridge Trust Fund balance and revenues for the next five years to fund park improvements. Royalties from oil wells on the Brown Bridge property have been placed in this trust fund. This fund, depending on oil prices will raise between two and three million dollars to fund various park capital projects in City parks and at Brown Bridge quiet area. To use the money, an equal matching portion must be received from non-City funds.

In June of 2015, the City Commission committed 1.5 million dollars from the Brown Bridge Parks Improvement Fund, contingent to a matching 1.5 million dollars being raised with 24 months, to making much needed improvements to Hickory Hills Recreation Area. These improvements will include a new lodge and necessary infrastructure, maintenance facility, addition of a new ski lift and ski terrain, snow making improvements, and multi-use four season trails. In the short time since the launch of the Hickory Hills fundraising campaign coordinated by the non-profit organization Preserve Hickory, one-quarter of the necessary match has been raised within the first 6 months of the 24 month period.

This positive public sentiment was also evidenced during the initial planning steps that have taken place toward the revitalization of the West Grand Traverse Bay shoreline parks from the Senior Center on the east to M-72 on the west. The first phase of the revitalization was completed at Clinch Park in 2013 utilizing many donations from foundations, businesses and individuals and a Michigan Natural Resources Trust Fund grant. Future phases of this overall project will be coming in the not too distant future.

Another area of emphasis in Traverse City, is making parks and other features in the City easier to reach by non-motorized means. This includes constructing new trails or re-marking and designating portions of streets for non-motorized traffic. Developing the plan to follow will take a good deal of study and thought, to provide a system that works for all modes of transportation. Most of this will be out of the jurisdiction of Parks and Recreation, but when possible, it will be embraced in new construction and in updating of existing facilities. A project with an extremely strong community desire to be completed, is the West Boardman Lake Trail which will complete a recreational trail around the entire lake. This trail will connect to the TART network that will travel east and west from the north end of the trail at Hull Park and to the south with other planned

trails through the Boardman Valley. Eventually it may provide a connection to the Brown Bridge Quiet Area.

One of the most important tasks for the Parks and Recreation Commission and staff is to let people know about what we have to offer them. Some of the traditional methods including newspaper features and advertising, brochures and word of mouth are not reaching the masses. A more active, diverse website and social media are being used to attract many new users. Even though literature has been available for years, many people who live here, some as long as their entire lives, are not familiar with some of our parks and programs. Utilizing these other avenues will make the information available in various ways that will hopefully reach the vast majority of the community.

While looking to Hickory Hills and the Bayfront for exciting changes for the whole community and its guests, the neighborhoods must also be an important portion of the parks and recreation package that must not be neglected. Smaller neighborhood parks like Clancy, Ashton, Indian Woods, Hannah, Lay and others, provide exciting opportunities for neighborhood involvement in development plans for these parks. Working with these groups, the Parks and Recreation Commission and staff can create vibrant hubs for these mini-communities where neighbors can meet, interact and strengthen friendships and cooperation. The Brown Bridge Trust Park Improvement Fund will allow the City to encourage community support of long overdue improvements to these parks.

Partnerships and collaboration with other recreation and education providers will be essential going forward. All of these entities are enduring the same cash challenges, and working together to share facilities, staff, and ideas, can work to benefit all of these pieces of the community. Recreation programming will continually need to be reviewed to make sure that it is serving a need for an evolving community and to investigate new programs as trends change. Local jurisdictions and organizations that provide recreation need not compete with each other by duplicating programs that do not have the participation numbers to warrant multiple entities offering the same programs.

Some parts of the City are deficient in parks. Traverse City must continue to look at property as it becomes available and seek funding so that when such a piece in a park-deficient neighborhood becomes available, it can be purchased. A fund dedicated for this purpose would be a great start in conjunction with donations and grants to make these purchases. The funding could be from a special millage, an earmarked user fee, or other imaginative funding sources for land acquisition. One example is the West Boardman Lake Park concept that would benefit the Old Town neighborhood directly, along with all those that use the complete Boardman Lake Trail system.

We are excited about the potential in the next five years and beyond for Traverse City. There are a great number of challenges, but also a large number of opportunities that should be embraced, to continue to make Traverse City a model for other communities to emulate as they provide programs and facilities for their citizens.

NOTE TO DRAFT PLAN REVIEWERS:

The previous 68 pages is the heart of the plan. There will be various appendices and forms required by the Department of Natural Resources that will be added to the final plan.

Please complete your review and return any comments to Parks and Recreation Superintendent Lauren Vaughn in one of the following ways.

Email to: lvaughn@traversecitymi.gov

Write to:

Lauren Vaughn
City of Traverse City Parks and Recreation
625 Woodmere Ave.
Traverse City, MI 49686

Thank you for taking the time to review and comment on this document.



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{TMSC} MARTY COLBURN, CITY MANAGER

SUBJECT: HUMAN RESOURCES DIRECTOR

At the January 11 Study Session, I presented a comprehensive overview to the City Commission of the critical need for a Human Resources Director position with the City. I appreciate that the City Commission supports the re-establishment of this position. As we discussed at the January 11 meeting, I am bringing this matter back for formal approval by the City Commission; and upon your approval, we will begin moving forward with filling the position.

While this position is a vital component to our organization and we need to fill it regardless, I will continue to work with component units regarding their potential utilization of our human resources services, on a fee basis.

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

that the City Commission authorizes the re-establishment of the position of Human Resources Director within the non-union, Administrative, Confidential and Technical (ACT) Employee Group; and that a budget amendment be authorized to decrease contingencies by \$25,000 and increase the Human Resources budget within the General Fund by \$25,000.

MC/bcm

k:\tcclerk\city commission\budget\human resources director

copy: Department Heads
Kristine Bosley, Human Resources Generalist



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{*masc*} MARTY COLBURN, CITY MANAGER

SUBJECT: 110 PINE STREET – PAYMENT-IN-LIEU-OF-TAXES
ARRANGEMENT – WODA GROUP, INC.

At the January 11th Study Session, the City Commission discussed a request from P. Craig Patterson, Senior Vice President for The Woda Group (Woda) outlining Woda's request for a payment-in-lieu of taxes (PILOT) arrangement for affordable-rate rental units to be located at the southwest corner of Pine Street and West Front Street, also known as 110 Pine Street.

As you are aware, a PILOT allows for a development to provide a specified percentage of the affordable-rate units less common utilities to the taxing jurisdictions as opposed to a traditional tax bill. The specified percentage of the affordable rents (or the PILOT percentage) is allocated to the taxing jurisdictions proportionate to their millage rates.

The following are the highlights of Woda's proposal – as discussed at the January 11th Study Session:

- Woda will construct 64 affordable-rate multi-family units
- The PILOT would be 6% and for 16 years; Woda estimates this would equate to \$20,000 annually, assuming 100% occupancy – and the City Assessor indicates the City's portion would be approximately \$4,400 annually (this equates to \$69 per unit in PILOT income vs \$1,100 per unit in traditional tax income)
- Woda would also enter into a municipal services agreement with the City for \$12,500 annually for City services; this would be in addition to our share of the 6% of annual rental income from the workforce housing/affordable-rate units

- Woda will have to comply with MSHDA requirements for maintaining workforce/affordable rate rents
- Woda's PILOT payments would be audited annually

Attached is a memo from City Assessor Polly Cairns addressing this request.

The attached resolution would approve the PILOT and also authorize the related municipal services agreement.

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

that the Resolution Granting Tax Exemption for the property at the southwest corner of Front and Pine Streets which will contain 64 workforce housing/affordable rate units to 77 Pine Limited Dividend Housing Association, Limited Partnership, establishing Payment In Lieu of Taxes (PILOT) for affordable and workforce housing, be adopted; and further that the Mayor and City Clerk execute a municipal services agreement with 77 Pine Street Limited Dividend Housing Association, Limited Partnership, for it to pay the City \$12,500 annually for City services, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

MC/kez

K:\tcclerk\city commission\resolutions\PILOT_Woda 110 Pine_20160201.doc

copy: Mr. Craig Patterson, The Woda Group – cpatterson@wodagroup.com
Polly Cairns, City Assessor

MEMORANDUM

CITY OF TRAVERSE CITY



ASSESSING DEPARTMENT

TO: MARTIN COLBURN, CITY MANAGER

FROM: Polly Watson Cairns, City Assessor

SUBJECT: Recommendation of PILOT- Payment in Lieu of Tax
Woda Group, Inc. (aka 77 Pine LDHA, LP)
Property located at Southwest Corner Pine St & West Front
Part of Parcel ID: 28-51-794-001-00-00 – aka 110 Pine Street

DATE: January 22, 2016

It is acknowledged that this proposal is to provide low-income housing for its citizens of low income and to encourage the development of such housing by providing a service charge in lieu of property taxes, aka PILOT, which is in accordance with City Ordinance No. 431, now Chapter 881- Low Income Housing Tax Exemption, and State Housing Development Act of 1966 (1966 PA 346, as amended, MCL 125.1401, et seq), and must be in compliance with MSHDA requirements and guidelines.

The City of Traverse City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed taxes that would be paid but for this Act.

In lieu of normal property taxes, an annual service charge for public services is paid. This payment in lieu of taxes (PILOT) is estimated based on the proposed six percent (6%) of the net shelter rents expected to be received after allowance for utilities paid, as is typical City policy. Per City policy, this charge shall not exceed the amount that normal taxes would generate. Payments in lieu of tax payments are dispersed amongst the various taxing authorities in a manner consistent with State Statute.

As reviewed by City Commission at the January 11th, 2016, Study Session; the requested PILOT from P. Craig Patterson, Senior Vice President of WODA, proposed an annual PILOT payment of \$20,000, based on requested six percent, (6%) for sixteen (16) years, for the proposed 64-unit multi-family project, assuming 100% occupancy.

Valuation of the proposed project, based on supplied construction costs of \$10,500,000, reflects an Ad Valorem Taxable Value of \$5,250,000, excluding land value, projected to generate \$287,000 in annual property tax, including all taxing jurisdictions, based on final 2015 millage rates. The Ad Valorem tax portion attributable to the City projected at \$70,500; inclusive of the City of Traverse City operating and Act 345 millage rates. This equates to an

average \$1,100 per unit, as presented, excluding land value attributable to the project.

PILOT payment portion attributable to the City of Traverse City's is estimated \$4,400, approximately \$69 per unit. No value has been allocated to land, for the proposed project, as it is not known as this time what portion of the parcel the proposed 64-unit PILOT building project encompasses.

In addition, the proposed project does include a commercial component, not applicable to the PILOT. This portion to be assessed and taxed as Ad Valorem property.

It is staffs recommendation that WODA Group (77 Pine LDHA, LP) be granted a payment in lieu of tax of 6%, for sixteen (16) years; estimating an initial annual PILOT payment of \$20,000, for the first year, assuming 100% occupancy.

Location map below, indicating proposed project location, for visual purposes.



2015 PILOT Calculation Estimates
 City of Traverse City
 2015 Millage Rates - City of Traverse City
WODA Group - 77 Pine LDHA, LP

Number of Units	64	Rents	\$ 20,000
PILOT Percentage	6%	Vacancy	0% \$ -
Term (Years)	16	Utilities	\$ 20,000
PILOT PAYMENT			\$ -
			\$ 20,000

	Millages	% Share	% Share
COUNTY	4.9838	8.20%	\$ 1,639.38
COMMISSION ON AGING - COA	0.5000	0.82%	\$ 164.47
SCHOOL OPERATING	24.0642	39.58%	\$ 7,915.71
STATE EDUCATION TAX SET	6.0000	9.87%	\$ 1,973.65
SCHOOL DEBT	3.1000	5.10%	\$ 1,019.72
COLLEGE	2.1700	3.57%	\$ 713.80
COLLEGE DEDT	0.6600	1.09%	\$ 217.10
LIBRARY	0.9548	1.57%	\$ 314.07
LIBRARY DEBT	0.1456	0.24%	\$ 47.89
ISD - INTERMEDIATE SCHOOL DISTRICT	2.9312	4.82%	\$ 964.19
CITY OPERATING	11.1167	18.28%	\$ 3,656.74
ACT 345	2.3200	3.82%	\$ 763.14
BATA	0.3454	0.57%	\$ 113.62
Rec Auth Operating	0.0994	0.16%	\$ 32.70
Rec Auth Debt	0.3100	0.51%	\$ 101.97
COA Senior Center	0.1000	0.16%	\$ 32.89
GT Road Commission ends 2015	1.0000	1.64%	\$ 328.94

Summary totals 60.8011 100.00% \$ 20,000.00 \$ -



**Resolution Granting Tax Exemption
for the property at the Southwest corner of Front and Pine Street to
77 Pine Limited Dividend Housing Association Limited Partnership**

- Because, on December 4, 1995, the City Commission enacted City Ordinance No. 431 (now Chapter 881) (hereinafter referred to as "Chapter 881"), which establishes a class of housing developments pursuant to the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401 et seq.; MSA 16.114(1) et seq.) (the "Act") which are exempt from the payment of property taxes and in lieu thereof pay a service charge; and
- Because, the 77 Pine Limited Dividend Housing Association Limited Partnership, through its Senior Vice President, P. Craig Patterson of 115 North Huron Avenue, Mackinaw City, MI 49701 (the "Sponsor"), has applied to the City for a determination that a proposed multiple family development sponsored by it, and to be known as the Low Income Housing Development at the southwest corner of Front Street and Pine Street, commonly known as 77 Pine Street, is entitled to the exemption from taxes authorized by Chapter 881; now therefore, be it
- Resolved, that the proposed housing development to be known as the Low Income Housing Development at 110 Pine Street sponsored by the 77 Pine Limited Dividend Housing Association Limited Partnership, (the "Sponsor") and which is to be located on Permanent Parcel No. 28-51-794-001-00-00, is within the class of Housing Developments entitled to an exemption under Section 4 of Chapter 881, if it meets the following contingencies:
- a. Sponsor shall provide documentation to the City substantiating ownership of the property at 110 Pine Street, Traverse City, Michigan.
 - b. Construction of the proposed Housing Development shall be commenced after the effective date of Chapter 881 and within one year from the effective date of this resolution, or the resolution shall be void and of no effect.
 - c. The proposed Housing Development must receive financing in part through a loan secured by a first mortgage on the Housing Development (the "Mortgage") that meets the requirements of Chapter 881 and the Act.
 - d. The proposed Housing Development will apply to receive construction and permanent financing from Low Income Housing Tax Credits from the Michigan State Housing Development Authority (the "Authority").
 - e. For the life of the Low Income Tax Credits, 100% of the dwelling units in the proposed Housing Development will be restricted to Occupancy by persons of Low Income as defined by Section 881.03 of Chapter 881 and

the United States Department of Housing and Urban Development. Rental rates for these dwelling units will be similarly restricted.

- f. Prior to commencement of construction, the Sponsor shall provide satisfactory evidence to the City that it has received a reservation from the Authority of Low Income Housing Tax Credits under §42 of the Internal Revenue Code of 1986.
- g. The owner of the Housing Project shall file with the City Assessor a notification of the exemption, which shall be in an affidavit form as provided by the Authority as provided by the Act; and, further be it

Resolved, that in lieu of ad valorem property taxes, and effective when permits have been issued for those units, the Sponsor shall pay an annual service charge equal to six percent (6%) of the "Annual Shelter Rents" as defined in Section 881.03(b) of Chapter 881 for that portion of the Housing Development Occupied by Person of Low Income; and, further be it

Resolved, that in granting application for occupancy in the Housing Development, the Sponsor shall give first priority to those qualified applicants who are Traverse City Residents. This paragraph is subject to the Sponsor's compliance with all Fair Housing laws and regulations; and, further be it

Resolved, that annually the Sponsor shall provide the City Assessor with a copy of the independent annual audit furnished to the Authority which covers the prior year's operation of the Housing Development within 120 days of the end of Sponsor's fiscal year, which shall be the same as the calendar year. If the audit discloses that the service charge paid in the prior year for the portion of the Housing Development occupied by Persons of Low Income was greater or less than the percent of Annual Shelter Rents required to be paid by this Resolution, the Sponsor shall pay any shortfall or receive a credit against the current years' service charge as appropriate; and, further be it

Resolved, that the tax exempt status granted by this Resolution shall remain in effect for so long as the Mortgage loan remains outstanding and unpaid and the low income housing tax credit use restriction remains in effect, not to exceed 16 years, unless otherwise terminated pursuant to Chapter 881 or this Resolution; and, further be it

Resolved, that all portions of Chapter 881 are hereby incorporated by reference; and, further be it

Resolved, that this Resolution may be assigned by the Sponsor only to subsequent owners of the Housing Development who shall agree to abide to its terms. If not assigned, to and accepted by subsequent owners of the Housing Development, it shall automatically terminate; and further be it

Resolved, that the Mayor and City Clerk execute a contract with the sponsor providing the tax exemption and acceptance of payments in lieu of taxes as defined within this

resolution, and a municipal service agreement in the amount of \$12,500 annually to be paid to the City to guarantee that certain municipal services will be provided to the project during the term of the project such contract and agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

YEAS: _____

NAYS: _____

I hereby certify that the above Resolution was adopted by the City Commission of the City of Traverse City at its regular meeting held on February 1, 2016, in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Benjamin C. Marentette, MMC, City Clerk



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{*MC*} MARTY COLBURN, CITY MANAGER

SUBJECT: 600 BAY HILL DRIVE – PAYMENT-IN-LIEU-OF-TAXES
ARRANGEMENT – HOLLANDER DEVELOPMENT
CORPORATION

At the January 11th Study Session, the City Commission discussed a request from Joseph Hollander of Hollander Development Corporation for an expanded payment-in-lieu of taxes (PILOT) arrangement for 90 affordable-rate rental units located at 600 Bay Hill Drive.

As you are aware, there is an existing PILOT for the units at 600 Bay Hill Drive. The request before you is to expand their current PILOT duration, reduce the annual PILOT service charge from 10% to 6%, and to include an annual municipal service fee.

The following are the highlights of Hollander Development's proposal – as discussed at the January 11th Study Session:

- The PILOT service charge would be adjusted down to 6%, which is estimated at \$8,104 annually for the City's portion, or \$90 per unit estimate vs \$166 per unit currently allocated.
- Hollander Development would also enter into a municipal services agreement with the City for \$18,000 annually for City services; this would be in addition to our share of the 6% of annual rental income from the affordable-rate units
- Hollander Development will continue to comply with MSHDA requirements for maintaining workforce/affordable rate rents
- Hollander Development's PILOT payments will continue to be audited annually

Attached is a memo from City Assessor Polly Cairns addressing this request.

The attached resolution would approve the PILOT and also authorize the related municipal services agreement.

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

that the Resolution Amending the 2006 Resolution Granting Partial Tax Exemption for Bay Hill Housing Development for the property at 600 Bay Hill Drive which contains 90 workforce housing/affordable rate units to Hollander Development Corporation, be adopted; and further that the Mayor and City Clerk execute a municipal services agreement with Hollander Development Corporation, for it to pay the City \$18,000 annually for City services, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

MC/kez

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copy: Joseph Hollander, Hollander Corporation Development,
jhollander@hollanderdevelopment.com
Polly Cairns, City Assessor

MEMORANDUM

CITY OF TRAVERSE CITY



ASSESSING DEPARTMENT

TO: MARTIN COLBURN, CITY MANAGER
FROM: Polly Watson Cairns, City Assessor
SUBJECT: PILOT- Payment in Lieu of Tax – Bay Hill I; 600 Bay Hill Dr.
Parcel ID: 28-51-110-045-00; Hollander Development Corporation
DATE: January 25, 2016

It is acknowledged that this request is a proper public purpose to provide low income housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with City Ordinance No. 431, now Chapter 881 - Low Income Housing Tax Exemption, and State Housing Development Act of 1966 (1966 PA 346, as amended, MCL 125.1401, et seq).

City of Traverse City is authorized by this Act to establish or charge service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed taxes that would be paid but for this Act.

In lieu of normal property taxes, an annual service charge for public services is paid. This payment in lieu of taxes (pilot) is based on the requested six percent (6%) of the net shelter rents received after allowance for utilities paid, as is typical City policy. That charge shall not exceed the amount that normal taxes would have generated. Payment in lieu of tax is spread amongst the various taxing units in the manner consistent with State Statute.

PILOT History for Bay Hill I (Copies of Resolutions attached)

- December 4, 1995, Original Resolution granted for 30% of Bay Hill I units dedicated for Persons of Low Income, at a PILOT service charge of 10%, expiring December 31, 2027.
- December 18, 2006, approved amended 10% service fee PILOT, increased to 60% of Bay Hill I units dedicated for Persons of Low Income, at a PILOT service charge of 10%, expiring December 31, 2027.

The 2014 Bay Hill I PILOT portion tax payment, of ten percent (10%), allocated \$14,918 to the City, including operating and Act 345 millages, or \$166 per unit, based on 90 units.

As proposed the six percent (6%) PILOT amendment collection based on estimates supplied by Mr. Hollander, the City's allocated portion for 2016 is estimated at \$8,104 annually, or \$90 per unit estimate, on the 90 units.

Staff recommends the following amendments, as requested by Hollander Development Corporation, to the existing PILOT:

1. PILOT duration extension; mortgage loan paid or low income housing tax credit use restrictions for said Project are no longer in effect, whichever occurs first; not past December 31, 2051.
2. Reduce annual PILOT service charge to six percent (6%) of "Annual Shelter Rents" as defined in Section 881.03(b), Chapter 881, for the portion of Housing Development Occupied by Persons of Low Income, not to exceed 60% of units, from current ten percent (10%).
3. Include an Annual Municipal Service Fee of \$18,000.00 per year.

A location map included below, for visual purposes.



The City of Traverse City

Office of the City Clerk

GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, MI 49684
(231) 922-4480
tcclerk@ci.traverse-city.mi.us



**RESOLUTION AMENDING THE 1995 RESOLUTION
GRANTING PARTIAL TAX EXEMPTION FOR
BAY HILL HOUSING DEVELOPMENT**

WHEREAS, on December 4, 1995, the City Commission enacted City Ordinance No. 431, which establishes a class of housing developments pursuant to the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401 et seq.; MSA 16.114(1) et seq.) which are exempt from the payment of property taxes and in lieu thereof pay a service charge; and

WHEREAS, on December 4, 1995, the City Commission, pursuant to Ordinance No. 431, resolved that a development known as **Bay Hill** (now known as Bay Hill I) was within the class of housing developments entitled to an exemption under Section 4 of Ordinance No. 431 (now §881.04), and determined that 30% of that project units are dedicated for housing of Persons with Low Income as defined by §881.03 of the Ordinance and the United States Department of Housing and Urban Development and as such pay a service charge in lieu of taxes of 10% of the Annual Shelter Rent (the "1995 Resolution"); and

WHEREAS, there are units in addition to the 30% minimum which are in fact occupied by Persons of Low Income, and the City Commission wishes those units to pay the service charge of 10% of the Annual Shelter Rent.

NOW THEREFORE, IT IS HEREBY RESOLVED as follows:

That the 1995 Resolution to Bay Hill Housing Development is amended as follows:

1.c. For the life of the Mortgage Loan, or for so long as the Authority or another governmental agency has an interest in the property sixty percent (60%) of the dwelling units in the proposed Housing Development shall be restricted to occupancy by Persons of Low Income as defined in Section 881.03 of the Ordinance and by the United States Department of Housing and Urban Development. Rental rates for these dwelling units will be similarly restricted.

1.d. Income restrictions on the remaining dwelling units will be either nominal or nonexistent and there will be no restrictions on rental rate. These remaining units may in fact be rented to Persons of Low Income whom pay the unrestricted rental rate.

2.c. This exemption and the annual service charge shall expire on December 31, 2027, or such earlier time if less than 60% of the dwelling units are used for low income families.

8. Any savings to the Sponsor of Bay Hill I as a result of the 10% service fee shall be passed along, dollar for dollar, to the affected residents in the form of reduction from the standard market rent to those residents who are occupying standard rent units and who are in fact low income families.

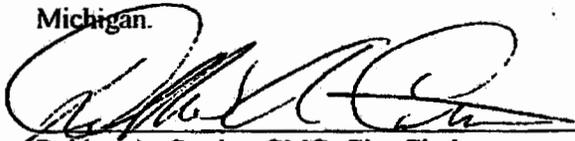
Except as modified herein, the previous resolution of December 4, 1995 shall remain unaltered and unamended.

Moved by Hardy and supported by Soffredine to adopt the foregoing Resolution.

YEAS: Bergman, Hardy, Schmidt, Scrudato, Soffredine, Smyka.

NAYS: None.

I hereby certify that the above Resolution was adopted by the Commission City of Traverse City at its regular meeting held on December 18, 2006, in the commission chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.


Debra A. Curtiss, CMC, City Clerk

RESOLUTION
GRANTING TAX EXEMPTION FOR
BAY HILL HOUSING DEVELOPMENT

WHEREAS, on December 4, 1995, the City Commission enacted City Ordinance No. 431, which establishes a class of housing developments pursuant to the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401 et seq.; MSA 16.114(1) et seq.) which are exempt from the payment of property taxes and in lieu thereof pay a service charge; and

WHEREAS, Bay Hill Limited Dividend Housing Association Limited Partnership whose address is 834 King Highway, Suite 104, Kalamazoo, MI 49001, has applied to the City for a determination that a proposed multiple family development sponsored by it, and to be known as "Bay Hill", is entitled to the exemption from taxes authorized by Ordinance No. 431; and

NOW THEREFORE, it is hereby resolved as follows:

1. That the proposed housing development to be known as Bay Hill sponsored by Bay Hill Limited Dividend Housing Association Limited Partnership (the Sponsor) and which is to be located on Permanent Parcel No. 2805111004500, is within the class of Housing Developments entitled to an exemption under SECTION 4 of Ordinance No. 431, based upon the following determinations:

a. The proposed Housing Development will be constructed after the effective date of ordinance No. 431, and not later than December 31, 1997.

b. The proposed Housing Development will receive construction and permanent financing from the proceeds of bonds sold by the Michigan State Housing Development Authority, the interest on which will be exempt from both federal and state taxes.

c. For the life of the Mortgage Loan, or for so long as the Authority or another governmental agency has an interest in the property, ten percent (10%) of the dwelling units in the proposed Housing Development will be restricted to occupancy by households in which total income will not exceed thirty percent (30%) of the median income of Grand Traverse County and an additional twenty percent (20%) of the units will be restricted to occupancy by households in which total income will not exceed fifty percent (50%) of the median income of Grand Traverse County. Rental rates for these dwelling units will be similarly restricted.

111-210

d. Income restrictions on the remaining seventy percent (70%) of the dwelling units will either be nominal or nonexistent and there will be no restrictions on rental rate.

e. Prior to commencement of construction, the Sponsor shall provide satisfactory evidence to the City that it has received a reservation from the Authority of low income housing tax credits under §42 of the Internal Revenue Code of 1986.

2. That in lieu of taxes, the Sponsor of Bay Hill shall pay an annual service charge. The service charge to be paid for that portion of the Housing Development which is occupied by other than Persons of Low Income shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Development if the Housing Development were not tax exempt. The service charge to be paid for that portion of the Housing Development occupied by Persons of Low Income shall be as attached hereto and marked "Attachment A."

a. Commencing in the sixth year, the Sponsor shall pay an annual service charge equal to ten percent (10%) of Annual Shelter Rents for that portion of the Housing Development Occupied by Persons of Low Income, plus an amount sufficient to repay in 14 equal annual installments, including simple interest at the rate of six percent (6%) per annum, the portion of the service charge deferred during the first five years, including simple interest of six percent (6%) per annum, which amount is agreed to be \$8,650 per year.

b. The Sponsor shall at or before the time of giving notice required under §15a(1) of the State Housing Development Authority Act of 1966, as amended, deliver to the City an escrow agreement with MSHDA and evidence of payment of the escrowed amount to the escrow agent. The escrow shall be to guarantee payment of the flat amount due each year as above required. Until such escrow is created, the parties agree that there shall be no delivery of the notice required under §15a(1) of the Act. The Sponsor shall provide the City Treasurer, at least semi-annually, or more often if requested by the City, with evidence deemed sufficient by the City Treasurer which indicates the current balance of the escrow and tax escrow account maintained by MSHDA for Bay Hill. If the City Treasurer determines that the funding level of the escrow or tax escrow accounts is likely to result in the Sponsor's failure to pay the annual service charge or flat amount when due, the City Treasurer shall notify the Sponsor and the Sponsor shall then have thirty (30) days to fund the escrow to its proper level, failing which, this Resolution and the exemption shall terminate without further notice in accordance with ¶5.

c. This exemption and the annual service charge shall expire on December 31, 2027, or such earlier time if less than 30% of the dwelling units are used for low income families.

3. That in granting applications for occupancy in the Housing Development, the Sponsor shall give first priority to those qualified applicants who are Traverse City Residents. Traverse City Resident means a person who is a registered voter of Traverse City.

4. That the Sponsor shall provide the City Assessor with a copy of the independent annual audit furnished to the Authority which covers the prior year's operation of the Housing Development within 120 days of the end of Sponsor's fiscal year, which shall be the same as the calendar year. If the audit discloses that the service charge paid in the prior year for that portion of the Housing Development occupied by Persons of Low Income was greater or less than the percent of Annual Shelter Rents required to be paid by this Resolution, the Sponsor shall pay any shortfall or receive a credit against the current year's service charge as appropriate.

5. That this Resolution and the exemption is automatically revoked if the tax escrow or escrowing required by this ordinance is not adequately funded, or if all or any part of the service charge or flat amount is not paid when due, and after 30 days' written notice to the Sponsor at its above address or such other address as it may designate in writing to the City Assessor.

6. That all portions of Ordinance No. 431 are hereby incorporated by reference.

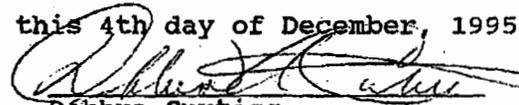
7. This Resolution may be assigned by the Sponsor only to subsequent owners of the Housing Development who shall agree to abide by its terms. If not assigned to and accepted by subsequent owners of the Housing Development, it shall automatically terminate.

Moved by Peltz and supported by Boynton to adopt the foregoing Resolution.

YEAS: 6

NAYS: 1

This Resolution was adopted this 4th day of December, 1995.


Debra Curtiss
City Clerk



RESOLUTION AMENDING THE 1995 PAYMENT IN LIEU OF TAXES RESOLUTION FOR BAY HILL HOUSING DEVELOPMENT AS AMENDED BY 2006 RESOLUTION

BECAUSE, on December 4, 1995, the City Commission enacted City Ordinance No. 431, which establishes a class of housing developments pursuant to the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401 et seq.; MSA 16.114(1) et seq.) which are exempt from the payment of property taxes and in lieu thereof pay a service charge; and

BECAUSE, on December 4, 1995, the City Commission, pursuant to Ordinance No. 431, resolved that a development known as **Bay Hill** (now known as Bay Hill I) (the "Project") was within the class of housing developments entitled to an exemption under Section 4 of Ordinance No. 431 (now §881.04), and determined that 30% of that project units are dedicated for housing of Persons with Low Income as defined by §881.03 of the Ordinance and the United States Department of Housing and Urban Development and as such pay a service charge in lieu of taxes of 10% of the Annual Shelter Rent through December 31, 2027 (the "1995 Resolution"); and

BECAUSE, on December 18, 2006, the City Commission amended its 1995 resolution to increase the percentage of low income project units from 30% to 60% (the "Low Income Project Units") to pay the service charge of 10% of the Annual Shelter Rent (the "2006 Resolution"); and

BECAUSE, Bay Hill Housing Limited Dividend Housing Association Limited Partnership (the "Sponsor") has received refinancing from the Michigan State Housing Development Authority (MSHDA) for the Project that has extended the life of the Mortgage Loan until 2051; and

BECAUSE, the Sponsor has requested that the duration of the annual service charge in lieu of taxes be extended and the amount of the service charge be reduced from 10% to 6% for the Low Income Project Units;

RESOLVED, that the 1995 and 2006 Resolutions are amended as follows:

1. The tax exempt status granted shall remain in effect until the Mortgage Loan is paid or the low income housing tax credit use restrictions for the Project are no longer in effect, whichever occurs first, but in any event no longer than through December 31, 2051.
2. In lieu of ad valorem property taxes, the Sponsor shall pay an annual service charge equal to six percent (6%) of the "Annual Shelter Rents" as defined in Section 881.03(b) of Chapter 881 for that portion of the Housing Development Occupied by Persons of Low Income, not to exceed 60% of the units within the Project.

RESOLUTION AMENDING THE 1995 PAYMENT IN LIEU OF TAXES RESOLUTION FOR BAY HILL HOUSING
DEVELOPMENT AS AMENDED BY 2006 RESOLUTION

Page 2

3. The Mayor and City Clerk shall be authorized to execute a municipal service agreement in the amount of \$18,000 annually to be paid to the City to guarantee that certain municipal services will be provided to the Project during the term of the Project, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

Except as modified herein, the previous resolutions of December 4, 1995 and December 18, 2006 shall be and remain unaltered and in full force and effect.

Moved by _____ and supported by _____ to adopt the foregoing Resolution.

YEAS: _____

NAYS: _____

I hereby certify that the above Resolution was adopted by the City Commission of the City of Traverse City at its regular meeting held on February 1, 2016, in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Benjamin C. Marentette, MMC, City Clerk



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{*MSC*} MARTY COLBURN, CITY MANAGER

SUBJECT: CONTRACT FOR ELEVATOR MAINTENANCE AT THE LARRY C.
HARDY AND OLD TOWN PARKING GARAGES

Attached is a memo from Parking Administrator Nicole VanNess regarding a three-year contract for elevator maintenance at both the Larry C. Hardy and Old Town Parking Garages. As mentioned by Ms. VanNess, the vendor being recommended has a technician within close proximity of Traverse City and would ensure a quicker response to service calls and emergencies.

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

that the Mayor and City Clerk execute a three-year agreement with KONE for it to provide elevator maintenance at the Larry C. Hardy and Old Town Parking Garages, with funds available in the Auto Parking System Fund, such agreement subject to approval as to its substance by the City Manager and its form by the City Attorney.

MC/kez

K:\tcclerk\city commission\agreements\elevator maintenance_20160201.doc

copy: Nicole VanNess, Parking Administrator



Memorandum

To: Benjamin Marentette
From: Nicole VanNess, Parking Administrator
Date: January 25, 2016
Re: Request to Authorize Service Order & Contract for Elevator Maintenance at Hardy and Old Town Parking Garages

I have attached the bid tabulation results for the elevator maintenance and service RFP. Deputy Parking Administrator, Mike Helferich and I reviewed bid proposals from five bidders. We are recommending KONE for full maintenance, examination, lubrication and safety testing. This would be executed in contract with a service order for a three year period from March 2016-February 2019.

Though the KONE annual fee is the lowest of all bidders, they rank third for evening, holiday and Sunday calls, but they do not charge for emergency visits during work hours. We believe this will save money based on our experience with emergency calls. In the past three years, we have had a handful of non-work hour and Sunday calls. While we are not displeased with our current vendor, we have identified KONE to have a service technician with closer proximity to Traverse City. We hope this will ensure quicker responsiveness, which is important on evenings and busy weekends especially if someone were stuck in an elevator.

We are recommending full maintenance instead of limited maintenance. Full maintenance includes part and fluids in addition to the periodic inspections and adjustments limited maintenance includes. This will reduce risk to the City and provides a predictable cost for elevator parts.

I recommend the City Commission approve the execution of a three-year contract and service order with KONE for elevator maintenance, examination, lubrication and safety testing at the Hardy and Old Town Parking Garages, in the three year base total amount of \$17,062, with an additional hourly rate to be charged for emergencies after work hours, holidays, and Sundays as outlined in the bid tabulation with funds available in the Auto Parking System Fund.

Bid Tabulation
Elevator Maintenance RFP

	Option 1: Limited - Examination, Lubrication and Safety Testing Agreement				Option 2: Full Maintenance - Examination and Safety Testing		
	Year 1	Year 2	Year 3	3 Year Total	Year 1	Year 2	Year 3
	Great Lakes Elevator						
Cost	\$ 3,600.00	\$ 3,780.00	\$ 3,969.00	\$ 11,349.00	\$ 6,000.00	\$ 6,300.00	\$ 6,615.00
Hourly Rate: Emergencies during regular work hours	\$ 125.00	\$ 131.25	\$ 137.82		\$ 125.00	\$ 131.25	\$ 137.82
Hourly Rate: Emergencies after regular work hours	\$ 187.50	\$ 196.88	\$ 206.72		\$ 187.50	\$ 196.88	\$ 206.72
Hourly Rate: Holidays & Sundays	\$ 250.00	\$ 262.50	\$ 275.63		\$ 250.00	\$ 262.50	\$ 275.63
KONE							
Cost	\$ 2,400.00	\$ 2,472.00	\$ 2,546.16	\$ 7,418.16	\$ 5,520.00	\$ 5,685.60	\$ 5,856.17
Hourly Rate: Emergencies during regular work hours	\$ 196.71	\$ 204.58	\$ 212.76		\$ -	\$ -	\$ -
Hourly Rate: Emergencies after regular work hours	\$ 334.41	\$ 347.78	\$ 361.70		\$ 137.70	\$ 141.83	\$ 146.09
Hourly Rate: Holidays & Sundays	\$ 393.42	\$ 409.16	\$ 425.52		\$ 196.71	\$ 202.61	\$ 208.69
Thyssen Krupp							
Cost	\$ 2,400.00	\$ 2,472.00	\$ 2,546.00	\$ 7,418.00	\$ 7,200.00	\$ 7,308.00	\$ 7,417.52
Hourly Rate: Emergencies during regular work hours	\$ 135.26	\$ 139.30	\$ 143.48		\$ -	\$ -	\$ -
Hourly Rate: Emergencies after regular work hours	\$ 230.50	\$ 237.41	\$ 241.29		\$ 93.50	\$ 94.90	\$ 96.32
Hourly Rate: Holidays & Sundays	\$ 271.35	\$ 275.43	\$ 279.57		\$ 135.75	\$ 137.78	\$ 139.85
OTIS Elevator							
Cost	\$ 3,408.00	\$ 3,476.16	\$ 3,545.68	\$ 10,429.84	\$ 6,144.00	\$ 6,266.88	\$ 6,392.22
Hourly Rate: Emergencies during regular work hours	\$ 145.00	\$ 147.90	\$ 150.86		\$ -	\$ -	\$ -
Hourly Rate: Emergencies after regular work hours	\$ 246.00	\$ 250.92	\$ 255.94		\$ 101.56	\$ 103.59	\$ 105.66
Hourly Rate: Holidays & Sundays	\$ 290.00	\$ 295.80	\$ 301.72		\$ 145.00	\$ 147.90	\$ 150.86
Schindler							
Cost	\$ 3,360.00	\$ 3,360.00	\$ 3,444.00	\$ 10,164.00	\$ 6,720.00	\$ 6,720.00	\$ 6,888.00
Hourly Rate: Emergencies during regular work hours	\$ 144.00	\$ 154.00	\$ 160.00		\$ -	\$ -	\$ -
Hourly Rate: Emergencies after regular work hours	\$ 188.00	\$ 198.00	\$ 204.00		\$ 144.00	\$ 154.00	\$ 160.00
Hourly Rate: Holidays & Sundays	\$ 188.00	\$ 198.00	\$ 204.00		\$ 188.00	\$ 198.00	\$ 204.00



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: *MAC*
MARTY COLBURN, CITY MANAGER

SUBJECT: TRAVERSE CITY PUBLIC PIER PROJECT – AMENDMENT TO
CONSULTANT AGREEMENT

At the December 14, 2015 Study Session while discussing the final report from the consultants of SmithGroup JJR for the Traverse City Public Pier Project, it was mentioned to explore moving certain aspects of the project forward. Commissioner Lewis requested that the City continue to work with the consultants to prepare and submit the proper permit applications to the Michigan Department of Environmental Quality (MDEQ). The result was the consultant proving an amendment to the scope of services that would pursue an application to the MDEQ regarding the pier project. The scope of services with the cost is attached.

Commissioner Lewis will expand upon this topic at the meeting Monday night.

The following motion would table this item:

that the amendment to the consultant agreement with SmithGroup JJR, dated August 5, 2014, for services in conjunction with preparation and submittal of permit applications to the Michigan Department of Environmental Quality as it relates to the Traverse City Public Pier Project, be tabled.

MC/kez

K:\tcclerk\city commission\agreements\Public Pier_Joint Permit App_20160201.doc

copy: Russell Soyring, City Planning Director
 Missy Luick, Planning and Engineering Assistant

SMITHGROUPJJR

AMENDMENT TO OWNER CONTRACT

SGJJR Project Title: Traverse City Public Pier
SGJJR Project Location: Traverse City, Michigan
SGJJR Project Number: SGJJR No. 20412.000

Amendment No.: 001

Client Name/Address: City of Traverse City - 400 Boardman Road, Traverse City, Michigan 49684

By signing below, the parties agree that SmithGroupJJR will provide the below Scope of Services in conjunction with our Agreement dated August 5, 2014, amended May 4, 2015, and to expend an additional \$19,200, bringing the total amount authorized, as of this date, to \$251,200.

Scope of Services

This amendment to the base Scope of Services is to provide services associated with the finalization, submittal and coordination of a Joint Permit Application for the Natural Resources and Environmental Protection Act PA 451 Parts 301 and 325. The following Scope of Services will be provided by SmithGroupJJR:

- Attend a Pre-Application meeting with the District office of Cadillac and Lansing (if required);
- Finalize of Permit Application;
- Develop Conveyance of Bottom Land Permit Application (per MDEQ meeting of April 2015);
- Submit Permit Applications;
- Coordinate efforts associated with permit application including submittal of supplemental information as required, act as agent for City of Traverse City (must be authorized by Traverse City) and, if required, negotiation of permitted activities, preservation zones and permit duration/expiration date;
- Provide responses to issues arising from the Public Notice period for the application process;
- Attend one (1) Public Hearing if required with the City of Traverse City and the MDEQ; and
- \$3,000 permit application fee included in our fee. If additional fees are required, they will be in addition to those quoted.

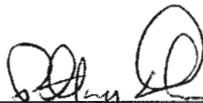
SmithGroupJJR does not guarantee planned activities will be permitted; the decision regarding the approval and authorization of planned activities is solely within the jurisdiction of the MDEQ and USACE and will/may be impacted by public opinion and other state and federal agencies.

All other provisions of our Agreement remain unchanged.

City of Traverse City (Signature)

(Printed name and title)

Date



SmithGroupJJR (Signature)

Patrick M. Doher, Sr. Vice President

(Printed name and title)

January 11, 2016

Date



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{mac} MARTY COLBURN, CITY MANAGER

SUBJECT: UPDATE – WEST BOARDMAN LAKE TRAIL

On Monday night, a representative from TART Trails will be present to give the City Commission an update on the West Boardman Lake Trail Project. As you are aware, TART Trails has been working with the City, Garfield Township, and Grand Traverse County to complete schematic design of the final segment of the Boardman Lake Trail Project, West Boardman Lake Trail. The proposed two mile segment along the west side of the lake would complete the five mile trail encircling Boardman Lake.

There is no action to be taken after the presentation.

MC/kez

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The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{mac} MARTY COLBURN, CITY MANAGER

SUBJECT: RESOLUTION OF SUPPORT TO STOP THE TRANSPORTATION
OF OIL UNDER THE GREAT LAKES

Attached is a resolution sponsored by Mayor Carruthers, which supports stopping the transportation of oil and natural gas liquids under the Great Lakes. Various communities in Michigan have adopted similar resolutions. The Great Lakes constitute 21% of the world's, and 95% of North America's fresh surface water for drinking and everyday usage, therefore it is important to protect them.

Also attached is a letter addressed to Governor Snyder which will accompany the resolution if adopted.

The following motion would adopt the resolution:

that the Resolution of Support to Stop the Transportation of Oil Under the Great Lakes, be adopted.

MC/kez

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copy: Liz Kirkwood, Executive Director of FLOW, liz@flowforwater.org



**RESOLUTION OF SUPPORT TO STOP THE
TRANSPORTATION OF OIL UNDER THE GREAT LAKES**

- Because, Line 5 is a set of twin, 62-year-old pipelines owned by Enbridge that carry light crude oil and natural gas under the Straits of Mackinac; and
- Because, the currents in the Straits of Mackinac at peak volumetric transport can be more than 10 times greater than the flow of Niagara Falls and switch bi-directionally from east to west every few days, and according to a 2014 University of Michigan study are the “worst possible place” for an oil spill in the Great Lakes; and
- Because, the Great Lakes contain 20 percent of the world’s fresh, available, surface water and are a drinking water source for over 25 million people; and
- Because, one out of every five jobs in Michigan is linked to the high quality and quantity of fresh water in the Great Lakes; and
- Because, tourism is one of Michigan’s largest income industries bringing in billions of travelers dollars spent each year; and
- Because, agriculture, fisheries, shipping and industry depend on the health of the Great Lakes; and
- Because, in 2009, the Great Lakes were linked to over 1.5 million jobs, with Michigan accounting for 35 percent of those jobs; and
- Because, Enbridge has a shaky track record that includes 1,244 reportable spills, leaks and releases from 1996 to 2013; and
- Because, Enbridge was in violation for their spacing requirements of its 1953 easement for Line 5 in 2014 and were responsible for a pinhole leak in a section of the pipeline north of the Straits in December 2014; and
- Because, Enbridge was responsible for one of the worst and most expensive oil spills in U.S. history when Line 6b ruptured near Kalamazoo in 2010 allowing almost 1 million gallons of tar sands oil to leak for 17 hours before shutting down the line; and
- Because, corrosion is the number one reason that pipelines fail; and
- Because, Line 5 was built before the Great Lakes Submerged Lands Act was adopted so it didn’t have to obtain a permit and ensure that the pipeline wouldn’t pose a threat to the waters or the public’s use of the waters’ and

- Because, Michigan Attorney General Bill Schuette has stated (in regards to Line 5) that the “pipeline wouldn’t be built today” and that “the pipeline’s days are numbered;” and
- Because, the Coast Guard Commandant testified before congress in 2015 that the Coast Guard would be unable to respond effectively to an open water oil spill in the heart of the Great Lakes; and
- Because, there is no plan for how to recover oil if there was a leak during the winter when the lakes are covered with ice; and
- Because, as Michiganders we have a responsibility to be wise stewards of the waters of our state for generations to come; and
- Because, protection of Michigan’s water supplies and resources is better accomplished by prevention of contamination and environmental degradation, rather than attempting to clean up contamination and restore degraded environments after the fact; therefore, be it
- Resolved,** that on the 1st day of February, 2016, the City of Traverse City supports stopping the transportation of oil under the Great Lakes; and be it further
- Resolved,** that the City of Traverse City supports shutting down Line 5 and the flow of oil under the Great Lakes; and be it further
- Resolved,** that the City of Traverse City supports H.R. 182 and C.R. 15 introduced by State Representative Sarah Roberts and Jeff Irwin calling on Governor Rick Snyder and Attorney General Bill Schuette to shut down Line 5; and be it further
- Resolved,** that the City of Traverse City will send a letter to Governor Rick Snyder, Attorney General Bill Schuette, our State Representatives, and State Senators calling on them to take swift action to shut down Line 5.

I hereby certify that the above Resolution was adopted by the Traverse City City Commission at its Regular Meeting of February 1, 2016 in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Benjamin C. Marentette, MMC
City Clerk

The City of Traverse City

Office of the Mayor

GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, MI 49684
(231) 922-4440
(231) 922-4476 Fax



February 2, 2016

The Honorable Rick Snyder
Governor of Michigan
PO Box 30013
Lansing, MI 48909

Dear Governor Snyder:

As the Mayor of Traverse City, I am writing to express deep concern about Enbridge's 62-year-old Line 5 pipeline located in the Straits of Mackinac. Representing the residents in Traverse City, I urge you, as the primary steward, to take immediate action to shut down the pipeline and stop the transportation of oil under the Great Lakes.

Following the Enbridge 6B pipeline disaster in the Kalamazoo River in 2010, and the pinhole leak of Line 5 in 2014, the public trust regarding the safety of these pipelines is a critical concern. The waters of Lake Michigan and Lake Huron are critical to the region and the state's economy and ecology.

Lake Michigan's clean water and magnificent shores are the backbone of Traverse City, supporting our local way of life and attracting visitors from all over the world. Tourism generates the majority of our area's economic activity and is responsible for maintaining thousands of jobs each year. Allowing the integrity of these waters to fall by the wayside would thus have dire consequences for the economy for the Traverse City area and subsequently the State of Michigan.

As I am sure you are aware, the currents in the Straits of Mackinac at peak volumetric transport can be more than ten times greater than the flow of Niagara Falls and switch bi-directionally from east to west every few days, which according to a 2014 University of Michigan study concludes to be the "worst possible place" for an oil spill in the Great Lakes.

As the Governor of the State of Michigan, you have the perpetual duty and express authority to ensure the safety and well-being of our Great Lakes present and future. This is why I, along with representing the residents of Traverse City, support H.R. 182 and C.R. 15, and urge you to help create a legacy we can all be proud of.

Thank you for your commitment to the protection of this great state.

Most sincerely,

James Carruthers, Mayor

copy: Bill Schuette, Attorney General
Dan Benishek, State Representative
Wayne Schmidt, State Senator
Traverse City City Commission
Martin A. Colburn, City Manager
Benjamin Marentette, City Clerk



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{trac} MARTY COLBURN, CITY MANAGER

SUBJECT: RESOLUTION OF OPPOSITION TO PUBLIC ACT 269

Attached is a resolution in opposition to Public Act 269 of 2015. This act which took immediate effect prohibits a public body, or a person acting for a public body, from using public funds or resources for the purpose of communicating any information to the electorate regarding a local ballot question that is to appear on the ballot within 60 days of a given election. In essence, this act places a gag order on entities with ballot questions on the March 8 ballot and every election thereafter.

Also attached is a letter addressed to Senator Wayne Schmidt and Representative Larry Inman which will accompany the resolution if adopted.

The following motion would adopt the resolution:

that the Resolution of Opposition to Public Act 269, be adopted.

MC/kez

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RESOLUTION OF OPPOSITION TO PUBLIC ACT 269

- Because, Governor Synder signed into law, with immediate effect, Public Act 269 (Senate Bill 571) despite wide spread calls for a veto of this bill, including from members of his own party; and
- Because, both the Michigan Senate and the Michigan House of Representatives passed Senate Bill 571 late into the night of December 16, 2015, just prior to recessing for the year; and
- Because, one of the last minute amendments made to Senate Bill 571, without the knowledge of the Michigan Municipal League or other local government organization, and approved without any public testimony or awareness, was the new language inserted into Section 57, subsection (3); and
- Because, this new law prohibits a public body, or a person acting for a public body, from using public funds or resources for the purpose of communicating any information to the electorate regarding a local ballot question that is to appear on the ballot, within 60 days of an election; and
- Because, this law places an immediate gag order on entities with ballot questions on the March 8 ballot and every election thereafter; and
- Because, municipal elected and appointed officials have a civic and legal duty to the residents of their communities to fully inform them regarding the issues placed before them, upon which they may exercise their constitutional right to vote; and
- Because, existing laws, including the former language in Section 57, and decades of guidance from the Michigan Secretary of State, already prohibit the use of public funds to advocate for or against ballot issues; and
- Because, existing laws already provided for an allowance for elected and appointed officials to express their views without fear of violating the act; and
- Because, the new law bans only communication on *local* ballot issues, therefore creating inconsistent treatment of statewide ballot questions versus local initiatives; and
- Because, there are substantial questions regarding the constitutionality and legality of the new law, including a possible ban on freedom of speech; therefore be it
- Resolved,** that the City Commission of the City of Traverse City calls for an immediate repeal of the new language in Section 57, subsection (3) of PA 269 of 2016; and be it further

Resolved, that a copy of this Resolution be forwarded to the city's state representatives in the Michigan House of Representatives and the Michigan Senate.

I hereby certify that the above Resolution was adopted by the Traverse City City Commission at its Regular Meeting of February 1, 2016 in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.

Benjamin C. Marentette, MMC
City Clerk

The City of Traverse City

Office of the City Clerk

GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, MI 49684
(231) 922-4480
tcclerk@traversecitymi.gov



February 2, 2016

The Honorable Wayne Schmidt
Michigan Senate
PO Box 30036
Lansing, MI 48909

The Honorable Larry Inman
Michigan House of Representatives
PO Box 30015
Lansing, MI 48909

Dear Sirs:

We are writing you today to strongly encourage you to support the respective bills in the Michigan House and Senate that repeals the portion of Public Act 269 that places a gag order on local officials regarding ballot questions within sixty (60) days of an election.

Specifically, the new language in Section 57 of PA 269 cripples our ability to educate our residents about a local ballot issue in a factual manner.

As local officials, we believe it is our right and responsibility to inform our residents in a fair and balanced way about ballot issues facing them in our community. There are many ballot issues that are complicated and cannot be adequately explained in the limited language space of a ballot. It is essential that we are able to further explain to our residents the facts behind ballot questions dealing with charter amendments, special assessments, tax issues and more. This new law prohibits local officials from informing voters of the ballot language itself, or responding to questions on public property from TV or radio reporters for news stories about local ballot questions within the sixty (60) days of the election. That is a clear violation of the right to free speech.

Because this language specifically bans communication on only local ballot questions, the provision creates inconsistent treatment between communicating with residents on statewide ballot questions versus local questions. Because the law took immediate effect, it places an immediate gag order on local government entities from getting questions answered on the March 8, 2016 ballot and all subsequent elections.

This impacts more than 100 cities, villages, townships, school districts, counties and other entities across our great state. Please support HB 5221 and SB 703 to repeal PA 269. Thank you.

Most sincerely,

James Carruthers, Mayor

Martin A. Colburn, City Manager

copy: Traverse City City Commission
Benjamin Marentette, City Clerk



The City of Traverse City

Communication to the City Commission

FOR THE REGULAR CITY COMMISSION MEETING OF FEBRUARY 1, 2016

DATE: JANUARY 28, 2016

FROM: ^{MC}MARTY COLBURN, CITY MANAGER

SUBJECT: AD HOC COMMITTEE – PAYMENT IN LIEU OF TAX (PILOT)
ARRANGEMENTS – PROPOSED POLICY DEVELOPMENT

In response to the January 19th Regular City Commission meeting discussion regarding the utilization of Payment in Lieu of Tax (PILOT) arrangements, I recommend the appointment of an ad hoc committee.

The purpose of this committee would be to address the establishment of a policy that would list the City's legal standing, intent, benefits, policies of establishing parameters to include thresholds, locations, types of housing it would serve, and a ranking system.

I recommend the following motion:

that a City Commission Ad Hoc Committee Regarding Payment in Lieu of Tax (PILOT) Arrangements to develop a proposed policy be established; and that Commissioners _____, _____, and _____ be appointed to the such Committee with Commissioner _____ to serve as Chair.

MC/kez

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copy: Polly Cairns, City Assessor

Parking Services

Quarter 2

Fiscal Year 2015-2016

Our Mission Statement

Traverse City Parking Services provides, maintains, and develops, for the present and for the future, an efficient and effective parking system for our customers, clients, taxpayers and employees.

Q2 at a Glance

Battle of the Birds

Over the years, we have spent a fair amount on special bird deterrents like Bird-be-Gone spikes. The spikes are effective yet expensive when sold in rolls of 100 ft. or less, and must be adhered to the concrete ledges or light fixtures.

In August, we were advised of a potential solution using monofilament fishing line. We rented lift equipment; and our Maintenance Staff spent many hours tying the monofilament line between brackets, columns, posts, nuts, bolts and any object that would offer enough tension from point A to B. The result is an invisible barrier that prevents birds from being able to land and perch on signage, pipes, and columns. It is also thin which makes it impossible for birds to grip. The result has been successful this quarter at both Hardy and Old Town Parking Garages. There is a noticeably visible reduced amount of droppings. We will continue to use the Bird-be-Gone in areas where we are unable to tie a line, but so far we are pleased with this solution.

Increase at Old Town

We continue to monitor the capacity at Old Town Garage. The late part of October into the early part of November, we recorded



Current Projects

Elevator RFP

Our three year elevator maintenance and service contract ends February 28, 2016. Specifications for the "Deck Elevator Bid" are available on the City of Traverse City website. The bid opening is scheduled for Tuesday, January 12, 2016.

Mobile Payment Vendor

Pango USA has begun working with T2 Systems on the development needed to complete the integration with our current enforcement software.

A launch date has not been determined. This change will reduce per transaction fees paid by the parker from \$0.35 to \$0.15 and require payment by space number rather than zone number.

maximum occupancy between the hours of 11 a.m.-3 p.m. To lessen the stress on parkers, we added another 18 spaces to the ground floor waitlist. The 36 spaces are enough to bring the maximum occupancy down and allow parkers to find spaces. There are currently 31 individuals on the waitlist. You can view the requirements and sign-up on the new FlexPort site, <https://downtowntc.t2hosted.com/account/portal>.

Online Portal: FlexPort

FlexPort online portal launched on Thursday, December 10, 2015. Parkers are now able to purchase permits online, businesses can pay invoices for group permit purchases, pay citations, sign-up for waitlists, appeal citations, and view account letter and receipt history. <https://downtowntc.t2hosted.com/account/portal>

Hardy Pay-in-Lane

The week of December 14th, Traffic & Safety Control Systems completed the server update, McGann Software upgrade, and bolted down the new pay-in-lane in the State Street Exit lane. They will return the week of January 18th to complete the install.

The installation will allow garage operations to be automated 24 hours a day 7 days a week. The goal will be to reduce cashier hours in the evenings and on weekends. We will not alter our cashier shift end times until at least two weeks after the completion of the installation.

On and Off-Street

The reconstruction of Lot N, 200 Washington Street, was completed, and the lot reopened on Monday, December 7th. The new lot consists of 13 – 10 hour meters and 22 – 4 hour meters.

New 2 hour meter with 30 minute complimentary buttons were added on the west side of Washington Street towards Cass Street. Previously, this location did not have meters.

Parking System Fund Financials

The table below highlights the majority of our revenue and expense line items as of 10/31/2015 which is the most current available report from the City Treasurer's Office. Please refer to



Upcoming Projects

Parking Office Reconstruction

We have obtained preliminary designs to expand the Parking Office into the stair tower at the Hardy Garage. We are working with City Engineering to manage the RFP and oversee the construction process. The office is the primary location of all parking transactions, and related business. The budgeted reconstruction will update the office to allow more maneuverability while assisting parkers. We are aiming to have this work completed by Memorial Day.

Fleet Vehicle Replacement

We are working with the City Garage to price out the overdue replacement of one of our enforcement vehicles. We are aiming to have the vehicle in the field by third quarter.

the Parking System Fund monthly report for complete details on revenue and expense line items.

	INITIAL BUDGET	THIS YEAR	% EXPENDED REALIZED
651.00 DECK PROCEEDS	345,000.00	196,862.80	57.06
652.00 FEES COIN	800,000.00	607,359.58	75.92
653.00 SURFACE PERMITS	240,000.00	42,049.92	17.52
653.05 DECK PERMITS	440,000.00	45,655.80	10.38
656.10 FINES	335,000.00	127,046.47	37.92
REVENUE GRAND TOTALS	2,896,100.00	1,033,536.32	35.69
740.00 OPERATION SUPPLIES	46,000.00	5,033.04	10.94
801.00 PROFESSIONAL AND CONTRACTUAL	955,000.00	187,316.16	19.61
900.00 PRINTING AND PUBLISHING	22,000.00	1,851.25	8.41
920.00 PUBLIC UTILITIES	150,000.00	11,977.78	7.99
930.00 REPAIRS AND MAINTNENACE	572,000.00	19,067.36	3.33
940.00 RENTAL EXPENSE	119,000.00	34,007.82	28.58
977.00 EQUIPMENT	197,000.00	4,828.00	2.45
EXPENSE GRAND TOTALS	5,792,200.00	446,381.20	15.41

Big Data

Our goal is to help decision makers have the information they need to make sound decisions and to better inform the general public about the parking system.

Permits Sold

The graph provides a breakdown on the types of permits sold by revenue line item and amount of time purchased. Quarterly



TDM Study

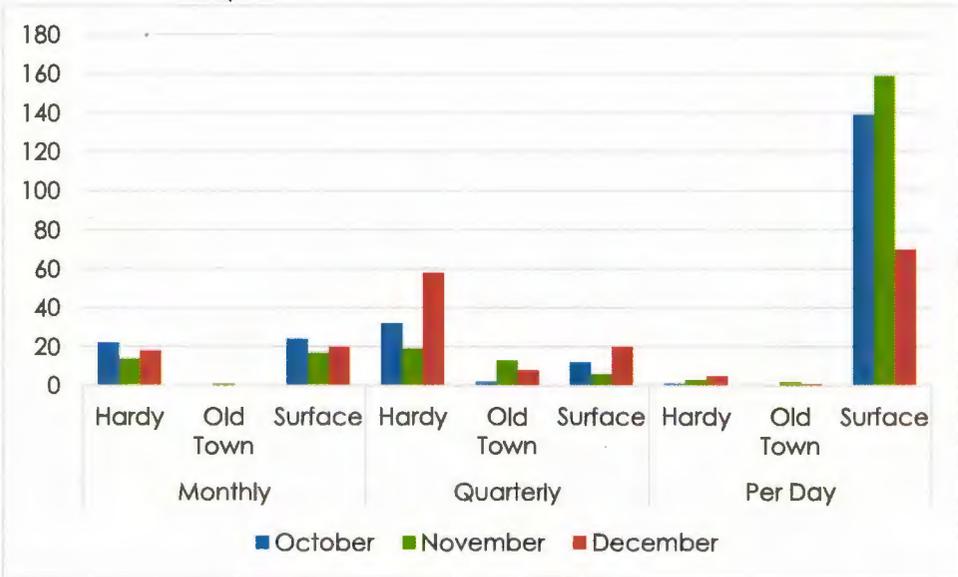
There are a lot of exciting proposed developments in the downtown area. The future needs of parking will be topic of discussion with each groundbreaking. We are planning to consult with a firm who specializes in Transportation Demand Management. Our goal is for the outcome to address concerns related to both parking and transportation.

Fluctuating Inventory

This quarter, we have bagged 378 on-street and off-street metered spaces throughout Downtown Area for varying projects like Washington Place, and general requests for smaller events and general contractors.

Lot K across from the Post Office in the 200 Blk of South Union Street has reopened after being closed for utility work.

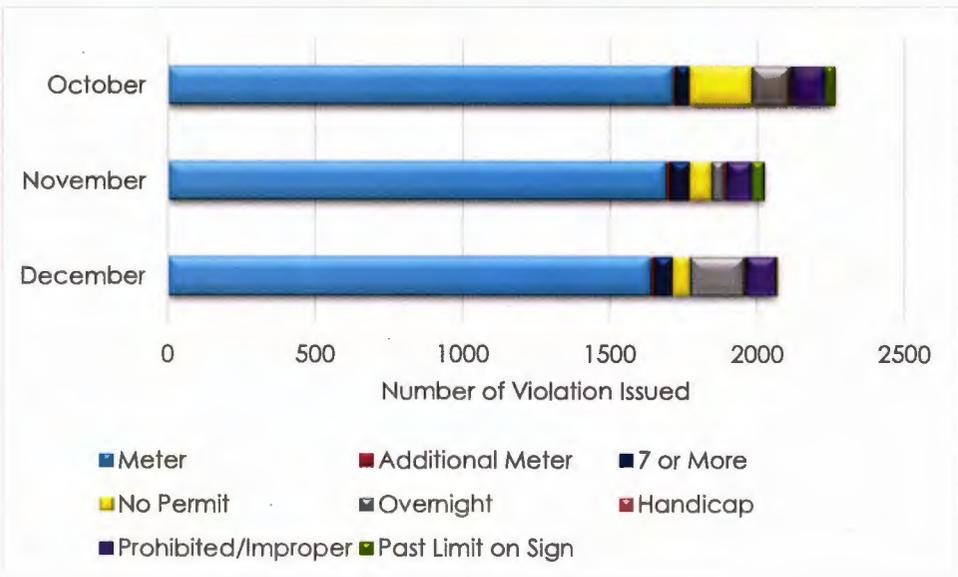
permits sold outside the calendar quarter are pro-rated, but still reflected as a quarterly permit sale.



Annual permit sales are not reflected in the graph. Parkers were allowed to purchase 2016 permits as of December 1, 2015. The current breakdown of the annual permit sales are 140 for Hardy Garage, 576 for Old Town Garage, and 205 for Surface Lots.

Citations Issued by Violation Code

The graph provides an overview of the types of citations written. Each category is violation specific except the category Prohibited/Improper which is compiled of multiple violation codes, such as: in bus or taxicab area, in front of driveway, in alley, where prohibited by sign, obstructing traffic, for a prohibited purpose, direction parked & along curb, etc. The violations are not location specific and include citation issued in Cherry Capital Airport, the Downtown District, Munson Medical Area, Northwestern Michigan College, and Residential Areas.

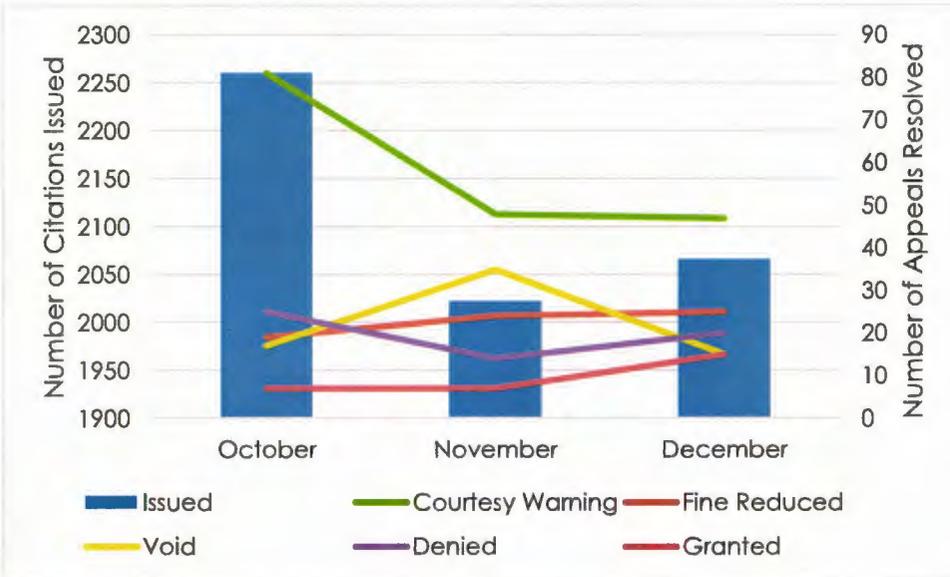


NMC enforcement started in late September. There is always an increase in the number of No Permit citations issued to students. Citations are issued after a two week grace period which prompts them to obtain their free NMC permit.

Citations Issued and Appeals by Result

This graph shows the total number of citations issued and appealed with a breakdown by appeal result. We continue to provide new parkers with a Courtesy Warning in an effort to address concerns and answer questions related to parking throughout Traverse City.

The increase in courtesy warnings in October are related to the number of citations appealed at NMC for failure to obtain a free permit or downtown for failure to renew the quarterly permit.



Pay Station Transactions by Payment Method

The graph shows the number of transactions at the 12 pay stations, and the breakdown of payment methods used. Excess payments refer to cash overpayments since the devices do not give refunds.



Current Rates

Meter Rates

0-4 Hour Meters \$1.00/hour

10 Hour Meters \$0.60/hour

Garage Transient Rates

Per Hour \$1.00

Daily Max \$10.00

Permit Rates

Surface

Monthly \$44.00

Quarterly \$113.75

Calendar Year \$390.00

Garage

Monthly \$55.00

Quarterly \$146.25

Calendar Year \$520.00

Meter Bags

With Right-of-way \$12.00

Without Right-of-way \$15.00



Hours of Operation

Permit Holders

24 hour access 7 days a week at the Hardy and Old Town Parking Garages.

Old Town Transients

Upper levels – Sunday–Saturday 7 AM-12 AM

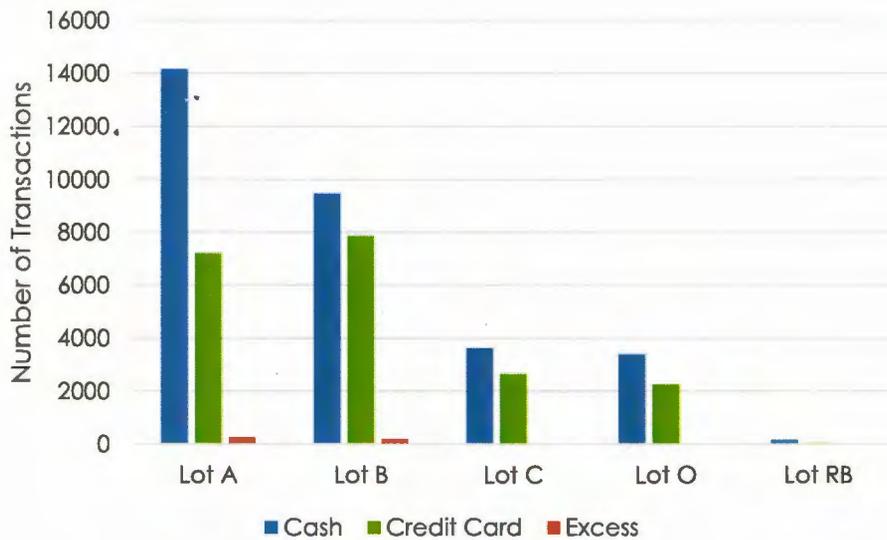
Ground level is enforced Monday–Saturday 8 AM-6 PM and overnight parking is allowed.

Hardy Transients

Monday-Saturday 7 AM-12 AM and Sundays 7 AM-10 PM. Overnight vehicles will be locked in until the next business day.

Suggestions

We welcome your feedback to improve the content that is included in the quarterly report. Please email your comments to nicole@downtowntc.com.



Snow Removal

The graph below shows the current snow removal expenses. With the mild winter, there have only been three days where snow removal was necessary. Lots and sidewalks not depicted in the graph are the responsibility of Parks & Recreation and Streets Departments.



The City of Traverse City

Code Enforcement

Governmental Center
400 Boardman Ave
Traverse City MI 49684
(231) 922-4414
www.traverscitymi.gov



Annual Report for Code Enforcement 2015

Narrative:

As the Code Enforcement Officer, I am responsible for a wide range of assignments, generated by citizen complaint or request, Department Head direction and proactive patrol. I also conduct bi-annual inspections on all multi-family (3 or more) rental units within the City Limits.

Below, I have broken down the types of complaints typically investigated throughout the year. Along with the complaints, I follow a schedule of Rental Housing Inspections that had been set up by the prior Code Enforcement Officers, which consist of approximately 1300 units, broken down in half, every other year. A cost of \$20.00 per unit to be inspected, generates approximately \$13,000.00 collected by the City annually.

Along with complaint investigation of Code and Ordinance Violations, I also assist in overseeing all of the Festival Events, making sure of Code and Ordinance compliance during such events.

During the Spring and Fall leaf pick up as well as the snow season, I continually assist the Streets Department Supervisor with issues pertaining to residents following the pickup schedule, as well as complying with snow removal restrictions and requirements.

I also assist the Parking Enforcement with parking violations and issues, as well as the DDA with the Downtown area.

I work hand in hand with the City Police regarding general non criminal issues that may alleviate the unnecessary involvement of Law Enforcement, promoting a better rapport and working relationship with the Residents of the City.

I also work with and assist Traverse City Fire, with fire Code Violations, mainly pertaining to Rental Housing.

As a rule, I will respond personally to a complaint, and attempt to meet with the complainant. After obtaining all pertinent information, I will then investigate and meet personally with the alleged violator, and attempt to obtain compliance, and issue a verbal warning. If unable to make personal contact, a letter of request and warning will be sent. If compliance is not met within a reasonable time, then a Citation will be issued for the Violation.

So far, for the last 1 ½ years as the Code Enforcement Officer, I have only had to issue a few citations for non-compliance. Personal requests and warnings have sufficed, resulting in full compliance.

Metrics:

COMPLAINTS for 2015	TOTALS
Lawns	100
Sign Violations	70
Sidewalk Café Inspections	64
Brush/ Streets Dept.	54
Parking violations	70
Neighbor Disputes	56
Street Performer inspections/compl.	20
Chickens	6
Trash/garbage/junk	82
Smoking Violation	0
Dilapidated Homes/buildings	6
Food Trucks/Vendors	20
Noise	10
Health/Safety	28
News Racks	1
DDA issues/complaints	13
Miscellaneous Compl.	87
Rental Housing Insp.	545
Snow Complaints	53
Citations	5
TOTALS	Compl. (740) R.H.I. (545)

Respectfully submitted,

Michael Trombley
Code Enforcement Officer