



## AGENDA NOTICE

City of Traverse City Parks & Recreation Commission Regular Meeting  
6:30 p.m.  
October 1, 2015

**CITY COMMISSION CHAMBERS**, 2<sup>nd</sup> Floor, 400 Boardman Ave.  
Traverse City, Michigan 49684

Posted: 9 - 28 - 2015

Information and minutes are available from the Parks & Recreation Superintendent, D.P.S. Building, 625 Woodmere Avenue, Traverse City, MI, 49686, (231) 922-4910.

The Parks and Recreation Commission meetings are recorded. If you would like an audio copy of a particular meeting's proceedings, please contact the Parks and Recreation Superintendent Lauren Vaughn at (231) 922-4910.

If you are planning to attend and are handicapped requiring any special assistance, please notify the Parks and Recreation Superintendent as soon as possible.

### AGENDA

Chairperson Brian Haas Presiding

#### 1. 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 full discussion. Such requests will be automatically respected.

- a. Consideration of minutes of the August 6, 2015 Regular Meeting and the September 3 cancelled meeting due to lack of quorum.

#### 2. NEW BUSINESS

- a. Presentation of new Public Art Policy for possible approval
- b. Report on West Front St. "City Lot" process
- c. Election of Officers

- d. Consideration of recommending Hickory Hills rates for the 2015-16 season

**4. OLD BUSINESS**

- a. Update and discussion on revision of Recreation Plan section 4
- b. Consideration of dates for public input sessions on Recreation Plan
- c. Report on Perry Hannah plaza dedication
- d. Report on storm damage progress

**5. PUBLIC COMMENT**

**6. COMMISSION REPORTS AND CORRESPONDENCE**

- a. Superintendent's Report
- b. Schedule of Upcoming Events

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, 49684, 922-4440, 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.



## MINUTES

A REGULAR MEETING OF THE CITY PARKS AND RECREATION COMMISSION  
HELD THURSDAY, SEPTEMBER 3, 2015 AT 6:30 P.M.  
IN THE COMMISSION CHAMBERS, 2<sup>ND</sup> FLOOR, 400 BOARDMAN AVENUE  
TRAVERSE CITY, MICHIGAN 49684

**COMMISSIONERS PRESENT:** Matthew Ross, Margaret Szajner

**COMMISSIONERS ABSENT:** John Gessner, Danielle Rearick, Brook DiGiacomo, Brian Haas, Gary Howe

**ALSO PRESENT:** Lauren Vaughn

Chairperson

1. Meeting cancelled due to a lack of a quorum.

There being no objection, meeting adjourned at 7:20 p.m.

Parks and Recreation Commission approved: \_\_\_\_\_ - \_\_\_\_\_ on October 1, 2015

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Lauren A. Vaughn  
Parks and Recreation Superintendent



## **MINUTES**

**A REGULAR MEETING OF THE CITY PARKS AND RECREATION COMMISSION  
HELD THURSDAY, AUGUST 6, 2015 AT 6:30 P.M.  
IN THE COMMISSION CHAMBERS, 2<sup>ND</sup> FLOOR, 400 BOARDMAN AVENUE  
TRAVERSE CITY, MICHIGAN 49684**

**COMMISSIONERS PRESENT:** Danielle Rearick, Brook DiGiacomo, Brian Haas, Gary Howe

**COMMISSIONERS ABSENT:** Margaret Szajner, John Gessner, Matthew Ross

**ALSO PRESENT:** Lauren Vaughn, Sheila Dodge

Chairperson Brian Haas Presiding

**1. ITEM ON THE AGENDA BEING CONSENT CALENDAR**

- a. Consideration of minutes of the July 2, 2015 Regular Meeting.

Motion by DiGiacomo, seconded by Howe, that the following action as recommended on the Consent Calendar portion of the Agenda be approved.

**CARRIED 4 – 0**

**2. NEW BUSINESS**

- a. Colleen Pavaglio, Marketing Director for the Downtown Development Authority spoke regarding the proposed Farmer's Market improvements.

Motion by Howe, seconded by Rearick in support of the concept and direction of the Farmer's Market reconstruction project.

**PUBLIC COMMENT**

None

**CARRIED 4 – 0**

**3. OLD BUSINESS**

- a. Superintendent Vaughn gave an update on the different improvements scheduled for Wags West (dog park).
- b. Superintendent Vaughn spoke regarding revisions of the Parks and Recreation Plan.

- c. Superintendent Vaughn spoke regarding the consideration of dates for a public input session on the Parks and Recreation Plan. Discussion ensued.
- d. Superintendent Vaughn spoke regarding the scheduled dedication ceremony for the Perry Hannah plaza.
- e. No updates are available on the Sunset Park design process.

4. **PUBLIC COMMENT**

Martin Colburn, 1615 West Lane, T.C.

Gary Howe, 926 Lincoln St., T.C.

Brian Haas, 227 East Tenth St., T.C.

5. **COMMISSION REPORTS AND CORRESPONDENCE**

- a. Superintendent's Report
- b. Schedule of Upcoming Events

There being no objection, Chairperson Haas declared the meeting adjourned at 7:36 p.m.

Parks and Recreation Commission approved: \_\_\_\_\_ - \_\_\_\_\_ on September 3, 2015

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Lauren A. Vaughn  
Parks and Recreation Superintendent

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# Memorandum

The City of Traverse City



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TO: Lauren Vaughn, Superintendent & staff for the Traverse City Parks & Recreation Commission

FROM: Stevie Murray, Administrative Specialist *SM*

DATE: September 23, 2015

SUBJECT: Traverse City Arts Commission Master Plan Draft

Attached you will find correspondence from TCAC Chair, Mary Bevans Gillett, regarding the presentation and approval of the Arts Commission Master Plan. As outlined in the Traverse City City Ordinances, Chapter 299, *Public Art*, the Master Plan must be adopted by the City of Traverse City Planning Commission, Parks & Recreation Commission, and City Commission.

It is the desire of the Arts Commission to recommend its adoption per the requirement. Please let me know when you are able to schedule this for adoption by this Commission.

Thank you for your time and consideration of this matter. Please feel free to contact me with any questions you may have.

TO: Parks & Recreation Commission  
FR: Mary Bevans Gillett, Chair, Traverse City Arts Commission  
RE: Public Art Master Plan Draft  
DT: September 23, 2015

Commissioners, on behalf of the Traverse City Arts Commission, we are pleased to share the draft Master Plan for Public Art with the Parks and Recreation Commission and look forward to presenting it to you at your next meeting.

The Traverse City Arts Commission was appointed in May 2015 to oversee the public art program for the City of Traverse City. Commissioners: Mayor Michael Estes, Mary Bevans Gillett (chair), John Gessner (secretary/Parks & Recreation), Rick Korndorfer (DDA), Deb Lake, Metta Lansdale (vice chair), Christie Minervini, Patty Pelizzari and Jan Warren (Planning Commission).

The first task the Arts Commission was charged with was to develop a Master Plan that incorporates the Public Art Ordinance (passed by the City Commission in February) and guidelines on the processes for art selection, site selection, community engagement, funding and related points. We have been working at an ambitious rate to complete the Master Plan, gather community input and prepare to present it to the City Commission for approval.

Thank you for your service to our community and your review of the draft Master Plan for Public Art in Traverse City. We look forward to presenting to you.

# Public Art Policy

Once a project has been selected, the Arts Commission will take the following steps to initiate the project.

## CITY COMMISSION & CITY STAFF APPROVAL

The Arts Commission will seek approval of project concept, location, and pre-

liminary budget from the appropriate City staff. The Traverse City Arts Com-

mission will then seek authorization from the City Commission for expending funds and initiating the Request for Proposal (RFP) or Request for Qualifica-

tions (RFQ) process.

## BRIEFING SESSION

After receiving approval, the commission will meet with stakeholders who will be involved in the project. It shall arrange at least one discussion session with all the key project stakeholders including, but not limited to, a project manager, the di-

rector of the site facility, neighboring property owners, any involved private sector developers, and the artist and design project architect, if known.

The following

topic areas, and others as deemed necessary, shall be discussed:

Design objectives for the project.

Relationship of public art to the project design objectives.

Identification of the local stakeholders in context to the site.

Relationship of the public art project to the design project architect objectives, if selected.

Any functional requirements or special site limitations associated with the capital improvement project or private development project.

Public Art Program goals, selection processes, and implementation procedures.

General guidelines for determination of the selection process (open competi-

tion, limited competition, or invitational competition).

Cooperative nature of the Public Art Program, with artist participation encour-

aged from initial planning phase forward.

Available budget for public art project.

Long-term maintenance, liability, and code requirement concerns.

## DEFINING THE PROJECT

The commission will collect the information received during the briefing ses-

sion and use it to establish the selection criteria that will be included in the Request for Proposal (RFP) or Request for Qualifications (RFQ).

The selection criteria could include originality of artwork, artist credentials, relevance of artwork theme, sustainability, and maintenance. Criteria can be changed or modified depending on the needs of the RFP/RFQ. The creation of selection criteria will set up an agreed-upon expectation as to what basis the RFP/RFQ should be judged upon.

The RFP/RFQ should include:

Project goals

Site details

Budget

Project scope and specifics (type and theme of project, style or nature of placement)

Approaches to artwork

Maintenance considerations

Contract requirements including ownership to remain with the City of Traverse City

## METHOD OF ARTIST SELECTION

Artists will be selected using one of the following methods:

### OPEN COMPETITION

Artists are asked to submit evidence of their past work. Any artist may submit credentials and/or proposals, subject to any limitations established by the commission. Calls for entries for open competitions will be sufficiently detailed to permit artists to determine whether their work is appropriate to the project under consideration.

### LIMITED COMPETITION

A limited number of artists shall be invited to submit credentials and/or proposals for a



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The Art Selection Panel is called upon by the Traverse City Arts Commission to review the proposals and other artist materials. It may choose to interview artists and gather additional infor

mation on the proposals, including revisions to artwork.

Selecting an artist to either create discrete public artworks or to participate in design collaborations is the most important decision of the public art process. Special care must be taken in the implementation of all facets of the artist selection process in order to ensure the imple

mentation of the best public art project possible.

Specifically, the goals of the selection process are:

To further the guiding principles and goals of the Public Art Program for Traverse City.

To select an artist or artists whose existing public artworks or past collaborative efforts have maintained a level of quality and integrity.

To consider the type of public art project applicable to the situation posed by the particular project and to select an artist or artists who can best respond to that type of project.

To select an artist or artists who will best respond to the distinctive characteristics of the site and the community it serves.

To select an artist or artists who can work successfully as members of an overall project design team.

To ensure that the selection process represents and considers the interests of all parties concerned, including the public, the arts community, and the site facility and stakeholders.

After deliberating on the proposals, the Art Selection Panel will make a recom

mendation to the Traverse City Arts Commission. The Art Selection Panel may choose to recommend one artist and/or proposal or a set of finalists. The Arts Commission may recommend that the finalists be displayed to the public for community feedback.

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TRAVERSE CITY ARTS COMMISSION  
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## PHASE THREE: ARTIST SELECTION

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Once the Art Selection Panel has made its recommendation to the Traverse City Arts Commission, the commission reviews the recommendation and votes to accept or reject. If a recommen

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ation is approved by the Traverse City Arts Commission, the artist is notified that she/he is a finalist in the competition. The Traverse City Arts Commission may arrange a site visit for the artist so that she/he may learn about the project in more detail, its location and specific fea

tures, budget and any architectural/engineering information that is pertinent. In addition, the Traverse City Arts Commission may choose to have the artist meet with community members, stakeholders, and the City staff involved in the project.

Following approval of a public artwork's acquisition, the artist will enter into a written Agreement for Commission of Public Art or an Agreement for Purchase of Public Art Work, as appropriate, with the Traverse City Arts Commission. The dollar amount of the contract is subject to the funds approved by the City Commission, which will include all funds allocated to the project: artist fees, fabrication and installation costs, and any other expenses.

The contract is completed under the supervision of the City Manager and the City Attorney. It will be a standard contract for services and transfers ownership of the art to the City at the time of installation. The contract should ensure that the art becomes the full property of the City, with no rights remaining with the artist, and should also provide for the removal of the art at such time that this is deemed necessary. The contract may also protect the City from the artist duplicating the exact work for sale to others.

The agreement will address the artist's obligations, which will include, but not be limited to:

Scope of services

Materials

Timelines

Installation

Maintenance

Warranty, copyright, and ownership by City

Compensation and payment, including

payments to subcontractors

Title

Assignments of royalty rights

Risk of loss

Insurance

Repair or alteration

Where appropriate, specific clauses covering structural design, review, and revisions to proposed work as well as execution, construction, installation, and post-installation of artwork will also be included.

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# PHASE FOUR: CONTRACT WITH ARTIST

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The Traverse City Arts Commission and its staff liaison work together with the artist to bring the project to completion, and to promote the work with media coverage. Commissioners may enhance their understanding of the work as it is fabricat

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ed by visiting the artist's studio, exchanging photographs, or inviting the artist to update the commission at a meeting. Other City staff, community members, and professionals relat

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ed to the project may also collaborate to complete the project. This process may take a number of months, depending on the complexity of the art, the extent of fabrication, and the time needed to install the art.

Once the art is installed, the City may hold a dedication ceremony to formally introduce the art and the artist to the community. City Commission members, the City Manager, and the Arts Commission will work together to ensure that the dedication event is open to the public and appropriate to the art and its location. The art and artist will be identified with an appropriate plaque on the installation site.

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# PHASE FIVE: COMPLETION & INSTALLATION FUNDING

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Public art will be funded by a sustainable and diverse blend of private and public sources. Funding for the Public Art Program may come from artwork and monetary dona

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tions in accordance with this Master Plan. The Public Art Ordinance provides that the City Commis

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sion shall annually appropriate an amount not to exceed \$45,000 from the general fund to the Public Arts Trust starting in fiscal year 2015/16 to be used in accordance with this Master Plan. The Downtown Development Authority shall annually appropriate an amount not to ex

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ceed \$25,000 to the Public Arts Trust starting in fiscal year 2015/16 to be used in accordance with this Master Plan. Downtown District Funds collected in the Public Arts Trust will be expended consistent with Chapter 299 of the City of Traverse City's Codified Ordinances.

To supplement these sources, the Traverse City Arts Com

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mission is tasked with advocacy in maximizing available funding and seeking philanthropic support, grant oppor

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tunities, and partnerships as part of its activity.

The Traverse City Arts Commission will complete and submit grant proposals in support of the Public Art Program to local, state, and national funders, with the

approval of the City Commission.

The City of Traverse City is encouraged to show sup

port for public art by seeking philanthropic support. Some of the most successful public art projects are those that are well integrated into private develop

ments from the early planning stages. Private devel

opment projects in Traverse City should be encour

aged to include public art in new projects.

Memorial funds and gifts by corporations, founda

tions, and private individuals will be pursued by the Traverse City Arts Commission.

Donor recognition will be incorporated into each project plan.

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Groups or individuals may request that the Traverse City Arts Commission consider the placement of a donated work of art or funds to initiate a new public art project.

The Arts Commission reserves the right to accept or reject any and all donations.

#### ARTWORK DONATIONS

All decisions to accept public art pieces shall be made by the City Commission, following written recommendation by the Arts Commission. Anyone wishing to donate existing artwork, or a newly commissioned piece of artwork, should submit a written proposal for review by the Traverse City Arts Commission.

Gift proposals should include:

Description of the work, and materials included in the artwork.

The actual artwork, or images of the artwork.

A site plan indicating the proposed location for the artwork, if a specific location is suggested.

Installation details.

Recommended maintenance plan.

Source of funding, if any, for installation and maintenance.

All donations must be unencumbered; no work of art will be accepted if the donor requires the City to locate the work of art in a specific location in perpetuity.

The City does not establish or set the value of donated artwork. Receipt for do

nated goods (artwork) will be provided but no value will be assigned. If the donor furnishes the City with an appraisal or receipt of sale for the artwork, it will be attached to a "Letter of Donation" furnished to the donor by the City. In all other cases, no value will be stated. It is the responsibility of the donor to declare a spe

cific value and necessary substantiation of value for tax purposes, in consultation with accounting and/or legal advisors.

Ideally, donated work will include a financial donation for the maintenance and conservation/restoration of the work being donated, the amount of which will be negotiated as part of an acceptance agreement.

Following an initial review by the Arts Commission, the artwork will be reviewed by the Art Selection Panel. Artwork being considered for donation to the City's public art collection will be evaluated based on the goals of the Public Art Pro

gram and by criteria that includes, but is not limited to:

Relevance to the Public Art Program Master Plan.

Relevance to the City of Traverse City's natural or built environment, cultural heritage, and/or history.

Quality of the piece of art.

Suitability of the artwork for display in a public space.



Public Art Program and make a recommendation to the Traverse City Arts Commission, which will in turn make a recommendation to the City Commission.  
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# DONATIONS

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## ART ON LOAN

The City may secure on a temporary basis works of public art for display in public spaces, which may or may not be owned by the City.  
All artworks to be displayed in public spaces as part of the Public Art Program will be evaluated by the Traverse City Arts Commission against the following criteria:  
Relevance to the Public Art Policy Master Plan.  
Quality of the piece of artwork.  
Suitability of the artwork for display in a public space.  
Condition of the artwork.  
City's ability to safely display and conserve the work.  
Degree of fit with existing mandates or programs in public exhibition spaces.  
All agreements related to art on loan shall be completed under the supervision of the City Manager and the City Attorney.

## REMOVAL OF PUBLIC ART FROM THE CITY'S COLLECTION

The City of Traverse City reserves the right to modify its public art collection. While removal is discouraged, circumstances may warrant review. Art shall be retained in the collection as long as it retains its physical integrity, identity, and authenticity, and as long as the Arts Commission can properly preserve and care for the work. Removal will be undertaken only in extreme circumstances, and primarily when the condition of the artwork makes conservation impossible for technical or financial reasons. Removal will only occur after thoughtful consideration and a comprehensive assessment has been completed.  
Artwork may be removed from Traverse City's public art collection by vote of the City Commission, following review and written recommendation by the Traverse

City Arts Commission to the City Commission, if:  
The artwork's physical or structural condition poses a threat to public safety.  
The artwork requires excessive maintenance, has faulty design or workman

ship, and repair or remedy is impractical or unfeasible.  
The artwork has been damaged and repair or remedy is impractical or unfeasible.  
The condition or security of the artwork cannot be reasonably guaranteed.  
The artwork is no longer relevant to the City's public art inventory or Master Plan.

The artwork is discovered to have been stolen, or was offered to the City using fraudulent means.

Significant changes in the use, character, or design of the site have occurred which affect the integrity of the artwork.

Significant, adverse public reaction has continued unabated over an extended period of time.

The artwork is subject to contractual donor restrictions that can no longer be met.

In the event that the City Commission votes in favor of removal of artwork from the collection, the manner of disposition shall be in the best interest of the Traverse City Arts Commission, the public it serves, the public trust it represents in owning the collections, and the scholarly and cultural commu

nities it represents.

Disposal is to follow these guidelines:

Priority shall be given to placing the removed item through gift, exchange, or sale in another tax-exempt public institution where the artwork may serve the purpose for which it was acquired initially by the City of Traverse City. Attention shall be given to Internal Revenue Service rules and regulations regarding exchange or resale of items donated to the City for tax advantage.

Proceeds from the sale of collections are to be used consistently with the Public Arts Program Master Plan, and in no event shall they be used for anything other than acquisition or direct care of collections.

Collections shall not be removed in order to provide financial sup

port for Arts Commission operations or facilities maintenance.

When items are severely damaged, in an irreparable state, or of no value, disposition may involve physical disposal.

An adequate record of the conditions and circumstances under which donations are removed from the collection and disposed of shall be made and retained as part of the commission's records.

In the event of accidental loss, theft, or vandalism, the Arts Commission retains the right to determine whether replacement or removal of the artwork is appropriate.

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# COLLECTION OVERSIGHT

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## EDUCATION PROGRAM & PUBLIC RELATIONS

A Public Art Program is only as successful as the support it receives from the community. The Arts Commission should maintain a vibrant, ongoing educational program that provides ample opportunities for community discussion, and anal

ysis and debate about the significant topics involved with public art. It must also provide for the informational needs of the community as projects are developed. Education and communication with the community is a crucial part of the com

mission's responsibilities and ongoing annual activities.

## MASTER PLAN EVALUATION

The Traverse City Arts Commission will periodically review the Public Art Guide

lines and Public Art Master Plan to determine how they can be improved to better meet the community's needs and interests, and the goals of the Public Art Program, especially immediately following selection of new members to the commission or new works of art to the collection.

## PUBLIC ART COLLECTION DOCUMENTATION

The Traverse City Arts Commission will be responsible for documenting the City of Traverse City's public art. This will include art placed through the Public Art Program and other art that is either donated to the City for public display or is otherwise owned by the City. This documentation will include a file on each work with basic information including date, acquisition process, artist, and photo

graphs. It may also include a public art brochure, video tape, and other records of the City's artwork.

## MAINTENANCE

The City of Traverse City will maintain all permanent works of art within the public art inventory, in accordance with the approved maintenance plan and/or conservation plan required for each piece and documented by the Arts Commission. Development of the maintenance plan and/or conservation plan is the responsibility of the artist and must be submitted with the proposal at the time it is being reviewed and considered through the Public Art Program. The plans will include, but not be limited to, a maintenance dossier, shop drawings, manufacturers' lists, key contacts including the artist, maintenance and/or conservation spec

ifications and budgets. The City will be responsible for the care and maintenance of the artwork, in accordance with the approved maintenance plan. City staff or its designate will monitor the existing inventory for maintenance require

ments. The appropriate City department will undertake an inspection of the artwork according to a predetermined schedule. The City may choose to retain a qualified profes-

sional to undertake the inspection, if deemed necessary.

## STORAGE

The City will ensure appropriate short-term and long-term storage, as needed, for all works within its public art inventory. This does not include new works being created by an artist.

## INSURANCE

All permanent, temporary, or mobile public art works owned by the City through purchase, commission, and/or donation are the property of the City and are insured under the City's insurance policy. City staff shall ensure that all necessary insurance is in place for installation and mainte-

nance of public art.

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# ADDITIONAL ACTIVITIES

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# APPENDIX A: EXISTING PUBLIC ART IN TRAVERSE CITY

"Duet"

Bob Purvis

Dennos Museum Center Collection

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"Benchmark"

Blackbird Arts Community Project

Downtown Traverse City

"Safety Last!"

Still Film Image Featuring Harold Lloyd

State Theatre

"River Guardian"

Dewey Blockma

Boardman River, Downtown TC\*

"Structurist Sculpture #5"

David Barr

Dennos Museum Center Collection

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"Circle of Life, Wind Machine"

Dewey Blockma

Boardman River, Downtown TC\*

"Unnamed"

Bob Purvis

Larry C. Hardy Parking Deck\*

Fairy House

Artist Unknown

Downtown Traverse City

Full list of public art in Traverse City available

at

[traversecitymi.gov/artscommission.asp](http://traversecitymi.gov/artscommission.asp).

"Equilibrium"

Hanna Stibel

Dennos Museum Center Collection

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"A Space Time Continuum"

Calvin Boulter

Downtown Traverse City

Annual Floral Display

Friendly Garden Club

Open Space Park\*

"Time to Let Go"

Verna Bartnick

Open Space\*  
Children's Turtles  
Artist Unknown  
Climch Park\*  
"Larry C. Hardy Memorial"  
Verna Bartnick  
Larry C. Hardy Parking Deck\*  
Mtskheta Georgia Monument  
Artist Unknown  
Downtown Traverse City  
"However"  
Clement Meadmore  
Dennos Museum Center Collection  
Downtown Heart Wall  
Artist Unknown  
Downtown Traverse City  
Car Hoods  
Artists Unknown  
Larry C. Hardy Parking Deck\*  
Untitled Graffiti 2  
Artist Unknown  
Grand Traverse Commons  
Charles Murphy  
Rotating Banner  
Downtown Traverse City  
"Perry Hannah, Traverse City's  
Founding Father" - Verna Bartnick  
Hannah Park\*

\*Public art and monuments on City property  
and/or owned by City

†  
Collection of the Dennos Museum Center,  
Northwestern Michigan College

Solar System  
David Kirby  
Hull Park  
Grand Traverse Children's Garden  
Artist Unknown  
Traverse Area District Library\*

Thanks to the efforts of the City of Traverse City, staff members,  
businesses, and individual citizens, prior to adoption of the  
Master Plan, Traverse City was home to public art that included  
these works, among others.

Community Mural  
Charles Murphy (original art)  
Ace Hardware

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Immediately following adoption of the Public Art Program Master Plan, the  
Traverse City Arts Commission will convene a public forum to seek input on:

What are the community expectations and desires for public art?

Where should public art be located?

What types of public art are of interest to the community?

How can additional sources of funding be found for public art?

Sites to be considered:

Gateways

Parks

Neighborhoods

Civic buildings

Downtown

Art walks

Passive spaces

Public infrastructure (bridges, parking decks)

All proposed public art projects must respect the primary function of streets  
and sidewalks, which exist to enable the safe and orderly passage of pedes-

trians and vehicles. Streets also function as utility corridors, so access must be  
maintained for present and future services above and below ground. The City  
of Traverse City Director of Public Services is responsible for making decisions  
regarding the placement of public art on public streets and rights-of-way.

Final site approval is made by the City Commission upon recommendation by  
the Traverse City Arts Commission.

# APPENDIX B: PRIORITIES FOR PUBLIC ART



**& SELECTION**

**PHASE TWO**

**PROJECT DEFINITION**

**& CALL FOR**

**PROPOSALS/ARTISTS**

**PHASE THREE**

**ARTIST SELECTION**

**PHASE FOUR**

**CONTRACT**

**WITH ARTIST**

**PHASE FIVE**

**COMPLETION &**

**INSTALLATION**

TCAC defines the project,  
establishes selection cri

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teria and method of artist  
selection, and creates and  
issues RFP/RFQ

TCAC holds briefing ses

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sion(s) with stake holders  
to discuss project details  
TCAC obtains City Com

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mission and staff approval  
of project concept, site,  
budget, fund expenditure,  
and initiation of RFP/RFQ

TCAC arranges site visit  
and stakeholder meeting

TCAC enters into written  
agreement with artist  
under supervision of  
City Manager and City  
Attorney

TCAC notifies finalist  
Traverse City Arts Commis

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sion (TCAC) reviews pro

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posed projects—projects  
may be proposed by any

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one (public, TCAC)

TCAC

takes a

majority

vote to

formally

initiate a

project

TCAC

further

discusses

project to

resolve

issues, or

tables the

project

TCAC assesses proposed

projects and sites based

on established criteria

TCAC votes to accept or

reject finalist

\*Art Selection Panel may

recommend that finalists

be displayed to the public

for community feedback

and input

Art Selection Panel reviews

submissions and recom

mends a final proposal/  
artist or a set of proposals/  
artists to TCAC\*  
TCAC arranges media  
coverage, installation, and  
public dedication event  
Artist completes work un

der supervision of TCAC  
OR

## MEMBERS OF THE TRAVERSE CITY ARTS COMMISSION

Mary Bevans Gillett,  
Chair

Metta Lansdale,

Vice-Chair

John Gessner,

Secretary, Parks and Recreation Commission Representative

Mayor Michael Estes

, City Commission Representative

Rick Korndorfer

, Downtown Development Authority Representative

Deb Lake,

Commissioner

Christie Minervini,

Commissioner

Patty Pelizzari,

Commissioner

Jan Warren

, Planning Commission Representative

The Traverse City Arts Commission acknowledges the dedication and vision of

Bryan Crough,

whose inimitable genius helped pave the way for public art in

Traverse City.

Special thanks to City of Traverse City staff:

Benjamin Marentette,

City Clerk

Stephanie Murray,

Administrative Specialist, City Clerk's Office

Lauren Tribble-Laucht,

City Attorney

The Commission acknowledges and thanks

Colleen Paveglio,

DDA Marketing

Director,

for her significant role in the research, development, and production of  
the Public Art Policy.

Master Plan photography, graphic design, and production by:

Michael Poehlman,

photography

Gabriel Augustine,

graphic design

Photographs of the collection of the Dennon Museum Center, Northwestern Mich

igan College, are courtesy of the Dennon Museum Center.

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TRAVERSE CITY ARTS COMMISSION

# APPENDIX D: ACKNOWLEDGEMENTS

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TO: Parks and Recreation Commission  
 FROM: Lauren Vaughn   
 RE: Proposed Hickory Hills Rates  
 DATE: September 25, 2015

Listed below are the suggested rates for this ski season. I am recommending keeping the rates the same as last year. Last year we raised the amount for season passes by \$10.00 for individual and \$25.00 for family downhill season passes in all categories. Depending on the day of the week attending, it would take between 8 and 10 visits to pay for the season pass. The Cross Country season passes were also raised last year by \$5.00 for season passes. The rates for the 2013-14 season are shown for comparison. We would keep the half price rates for City resident children that are on free or reduced TCAPS lunch program with documentation letter from TCAPS.

Our revenue was lower last year than the year before, probably having more to do with the weather than the rate increase but I think it would be prudent to leave them the same to do another comparison. We had a warm spell through much of the first half of December and we were not able to open all hills until later in December. If we wouldn't have had the good snowmaking weather in mid-November, it is hard to say when we would have opened. We also had some extremely cold weather last season which could have contributed to the lower numbers.

I am including a sheet that gives you a summary of skier and revenue numbers for the past 23 seasons.

**SUGGESTED RATE SCENARIO FOR 2014-15**

Daily Rates	City	Non-	2013-14	2013-14
	Residents	Residents	Rates	Rates
			City Res.	Non-Res
Saturday all day pass adult	\$18.00	\$21.00	\$18.00	\$21.00
Saturday all day pass child (12 and under)	\$16.00	\$19.00	\$16.00	\$19.00
Adult after 4pm Sat. and all other days	\$14.00	\$17.00	\$14.00	\$17.00
Child (12 and under) after 4pm Sat. and all other days	\$13.00	\$16.00	\$13.00	\$16.00
Senior 60 and over all days	\$13.00	\$16.00	\$13.00	\$16.00
Cross Country at all times	\$ 6.00	\$ 7.00	\$6.00	\$7.00
Snow Shoeing at all times	\$ 6.00	\$ 7.00	\$6.00	\$7.00

<b>Season Pass Rates</b>	<b>City Residents</b>	<b>Non-Residents</b>	<b>2013-14 Rates City Residents</b>	<b>2013-14 Rates Non-Resident</b>
Adult	\$140.00	\$180.00	\$130.00	\$170.00
Child 12 and under	\$120.00	\$160.00	\$110.00	\$150.00
Senior 60 and over	\$120.00	\$160.00	\$110.00	\$150.00
Family (up to 4 people)	\$300.00	\$400.00	\$275.00	\$375.00
Each additional family member	\$ 30.00	\$ 40.00	\$ 30.00	\$40.00
Cross Country Family	\$ 50.00	\$ 70.00	\$ 45.00	\$65.00

### Hickory Hills Opening & Closing Dates and Number of Days Open

Year	Opening Date	Closing Date	Days Open	Total Revenue	Total Skiers	Revenue Ranking	Skier # Ranking
1992-93	12/23/92	3/14/93	71	\$29,740.00	9,405	23	18
1993-94	12/26/93	3/13/94	76	\$30,374.00	9,070	22	19
1994-95	1/02/95	3/12/95	69	\$30,747.00	10,067	21	17
1995-96	12/16/95	3/10/96	79	\$42,023.80	11,265	19	15
1996-97	12/23/96	3/9/97	72	\$52,699.76	12,183	16	10
1997-98	1/14/98	2/28/98	45	\$40,237.50	6,601	20	23
1998-99	12/28/98	3/7/99	62	\$48,751.00	8,037	17	22
1999-2000	12/27/99	2/23/00	55	\$45,580.49	8,284	18	21
2000-01	12/22/00	3/11/01	72	\$67,683.00	12,843	13	8
2001-02	1/02/02	3/17/02	75	\$77,213.47	13,132	8	5
2002-03	12/27/02	3/16/03	79	\$75,382.80	14,562	9	1
2003-04	1/9/04	3/14/04	65	\$62,152.50	11,550	14	14
2004-05	12/27/04	3/6/05	69	\$68,775.00	10,330	12	16
2005-06	12/22/05	3/12/06	79	\$69,123.00	13,368	11	3
2006-07	1/15/07	3/11/07	56	\$53,299.00	8,485	15	20
2007-08	12/21/07	3/9/08	76	\$69,759.25	11,879	10	12
2008-09	12/19/08	3/8/09	78	\$86,603.50	12,389	5	9
2009-10	12/18/09	3/7/10	78	\$82,950.00	12,970	6	7
2010-11	12/17/10	3/13/11	85	\$90,768.50	13,050	3	6
2011-12	12/26/11	3/11/12	71	\$78,990.50	11,737	7	13
2012-13	12/27/12	3/10/13	73	\$96,835.25	13,186	1	4
2013-14	12/20/13	3/23/14	92	\$93,812.00	13,996	2	2
2014-15	12/19/14	3/15/15	85	\$87,975.00	12,056	4	11

Revenue only includes ski related revenue, no concession revenue included.

# Memorandum

The City of Traverse City

TO: Parks and Recreation Commissioners  
FROM: Lauren A. Vaughn, Parks and Recreation Superintendent  
RE: Superintendent's Report  
DATE: September 25, 2015



The Day Camp program was completed on August 21 and the splash pad closed for the season on September 9. Registration for adult volleyball has begun and the season will start on October 20.

You had asked me to find some dates that could work for the public input session for the recreation plan. The 2<sup>nd</sup> floor training room is available October 13, 15 and 20. I am also checking on November 10, 12, 17 and 19. Check your calendars and we can pick a date Thursday night. November might be better as we would have more time to figure out exactly what we would like to do at the input session.

As a reminder, if you have any comments on any of the sections of the Recreation Plan I have passed out so far, please bring them to the meeting or email to me.

We have a fairly large agenda including some important things like election of officers and coming up with the set of rates for Hickory Hills to recommend to the City Commission.

See you Thursday night, October 1.

TO: Park and Recreation Commissioners  
FROM: Lauren A. Vaughn, Parks and Rec. Sup't.  
DATE: September 25, 2015



## SCHEDULE OF UPCOMING EVENTS

October 1, 2015 – Regular Meeting – 6:30 p.m.

October 20, 2015 – Adult Volleyball leagues start

November 5, 2015 – Regular Meeting – 6:30 p.m.

December 3, 2015 – Regular Meeting – 6:30 p.m.

December 18, 2015 – Hickory Hills scheduled to open for the season