AGENDA NOTICE

City of Traverse City Parks & Recreation Commission Regular Meeting
6:30 p.m.
January 9, 2014

CITY COMMISSION CHAMBERS, 2nd Floor, 400 Boardman Ave.
Traverse City, Michigan 49684

Posted: 1 - 6 - 2014

Information and minutes are available from the Parks & Recreation Superintendent, D.P.S. Building, 625 Woodmere Avenue, Traverse City, MI, 49686 (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 December 5, 2014 Regular Meeting.

2. FINAL PUBLIC INPUT ON THE FORMER VETERAN'S PARK RENAMING

3. NEW BUSINESS

a. Presentation of proposed Perry Hannah statue plaza entrance for Hannah Park – Russ Soyring

b. Discussion of possible Clinch Park projects with the Anishinabek Community.

4. OLD BUSINESS

a. Discussion about Community Garden concept

b. Consideration of possible adoption of revised Parks and Recreation Commission By-laws

c. Consideration of recommendation to City Commission on the renaming of the former Veteran's Park and the naming of the dog park enclosure

d. Discussion of Parks and Recreation Commission goal setting with Gary Howe, City Commissioner (City Manager appointee to the Parks and Recreation Commission)

e. Brown Bridge Trust Fund proposal update and discussion

f. Hickory Hills Master Plan update

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. Makayla Vitous, 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, DECEMBER 5, 2013 AT 6:30 P.M. IN THE COMMISSION CHAMBERS, 2ND FLOOR, 400 BOARDMAN AVENUE TRAVERSE CITY, MICHIGAN 49684

COMMISSIONERS PRESENT: Brian Haas, Danielle Rearick, Margaret Szajner, Arianne Whittaker, Gary Howe, Brooke DiGiacomo, Seamus Shinners (arrived at 6:46 p.m.)

COMMISSIONERS ABSENT: None

ALSO PRESENT: Lauren Vaughn, Sheila Dodge

Chairperson Brian Haas Presiding

WELCOME TO CITY COMMISSIONER GARY HOWE

1. ITEM ON THE AGENDA BEING CONSENT CALENDAR

a. Consideration of minutes of the November 7, 2013 Regular Meeting.

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

CARRIED 6 - 0

2. NEW BUSINESS

a. Gary Howe, City Commissioner and City Manager appointee to the Parks and Recreation Commission discussed with the Parks and Recreation Commission – goal setting for 2014.

3. OLD BUSINESS

a. Commissioner Rearick gave an update on Community Gardens.

b. Discussion took place regarding the Parks and Recreation Commission By-Laws as it pertains to the attendance policy.

c. Discussion took place regarding the Capital Improvement Process for 2014 / 2015.

d. Commissioner Shinners and Commissioner Haas gave an update on the Central Neighborhood meeting as it pertains to the Brown Bridge Trust Fund proposal.

e. Superintendent Vaughn gave an update on the Hickory Hills Master Plan progress.

f. Superintendent Vaughn spoke regarding the timeline for the naming of the former Veteran's Park and the public process.

4. PUBLIC COMMENT

Gary Howe, 926 Lincoln St., T.C.
Seamus Shinners, 410 Seventh St., T.C.

5. COMMISSION REPORTS AND CORRESPONDENCE

a. Superintendent's Report

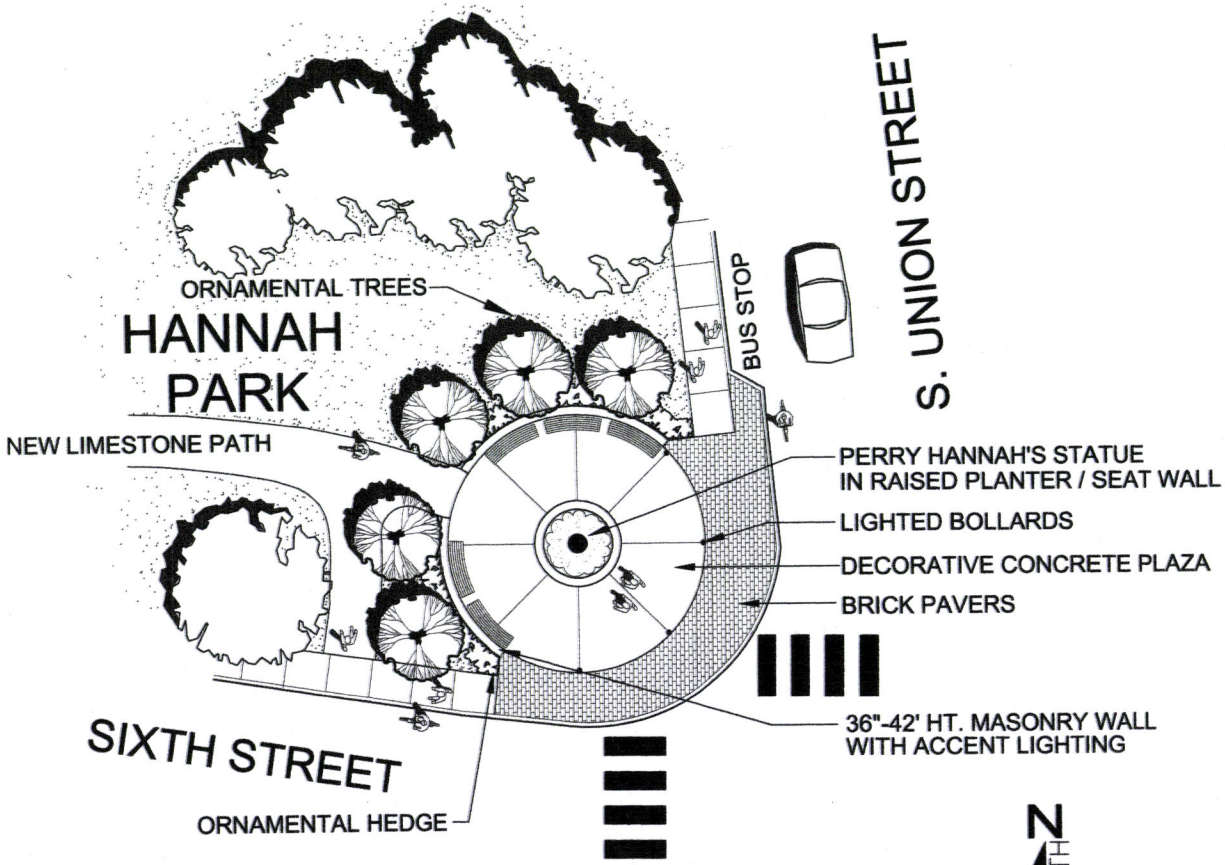
b. Schedule of Upcoming Events

c. December Calendar

There being no objection, Chairperson Haas declared the meeting adjourned at 8:25 p.m.

Parks and Recreation Commission approved: _____-_____ on January 9, 2014

_____
Lauren A. Vaughn
Parks and Recreation Superintendent



CONCEPTUAL SITE PLAN
PERRY HANNAH'S MEMORIAL STATUE

CITY OF TRAVERSE CITY
PARKS AND RECREATION COMMISSION BY-LAWS

I. GENERAL

a. Name

The name of this body shall be the City of Traverse City Parks and Recreation Commission.

b. Address

The mailing address shall be:
625 Woodmere Avenue
Traverse City, MI 49686

II. MEETINGS

a. Regular

The Parks and Recreation Commission shall hold a regular meeting on the first Thursday of each month at a time and location agreed upon by said Commission. This meeting shall be posted as per the requirements of the Michigan Open Meetings Act.

b. Special

Special meetings of the Parks and Recreation Commission may be called by the Chairperson, or a majority of the members at any time deemed necessary. Notice of any such meeting shall be given to all members at least twenty-four (24) hours in advance and shall be posted as per the requirements of the Michigan Open Meetings Act.

c. Notice

Notice of any meeting shall be in accordance with the Open Meetings Act (1976 Public Act 267) as amended. The Parks and Recreation Superintendent shall give notice of all meetings as required by law and post a copy of the notice at the Governmental Center at 400 Boardman Avenue.

d. Quorum

Four of the seven members must be present to constitute a quorum for the transaction of business.

e. Vote Required

The vote of a majority of the members present at a meeting at which a quorum is present, constitutes the action of the Parks and Recreation Commission.

f. Parliamentary Procedure

Robert's Rules of Order shall be used as the proper procedure for conducting the business meetings of the Parks and Recreation Commission.

III. OFFICES

a. Election

The Parks and Recreation Commission shall elect by a majority vote, a Chairperson and Vice Chairperson, annually at the September meeting.

b. Chairperson

The Chairperson shall preside at all meetings and is a voting member.

c. Vice Chairperson

The Vice Chairperson shall perform the duties of the Chairperson in the absence of the Chairperson.

d. Recording Secretary

An office staff member from the Parks and Recreation Division shall be the recording secretary for the Parks and Recreation Commission and keep the minutes and records of any voting.

e. Vacancies

A vacancy in the Chairperson or Vice Chairperson position may be filled at any meeting for the unexpired portion of the term of that office.

f. Delegation of Duties

In the absence of the Chairperson and Vice Chairperson, or the Recording Secretary, the remainder of the Parks and Recreation

Commission may delegate the duties of that office to another member by a majority vote of the quorum present.

IV. COMMITTEES

a. Appointments

The Parks and Recreation Commission may appoint standing, ad-hoc or special committees as deemed necessary.

b. Meetings

Any committee meetings will comply with the Public Meetings Act and appropriate records shall be maintained.

V. AMENDMENTS

a. The Parks and Recreation Commission may recommend by-law amendments to the City Commission for action.

VI. VACANCIES AND REMOVALS

a. Vacancies

Any vacancies of the Parks and Recreation Commission shall be filled by the City Commission in the same manner as the original appointments.

b. Removals

(current) Any member of the Parks and Recreation Commission that is absent without an acceptable excuse for three (3) consecutive regular meetings, may be removed by the City Commission. Any member may also be removed by the City Commission for just cause.

(proposed) The Parks and Recreation Commission will follow the City Commission's policy that is current at the time of question, regarding absences from meetings by any Parks and Recreation Commissioner. Any member may also be removed by the City Commission for just cause.

VII. ANNUAL REPORTS

a. Reports

An annual report of the year's Parks and Recreation Commission activities will be provided to the City Commission and the Planning Commission by March 1 of the following year.

Memorandum

The City of Traverse City

TO: Parks and Recreation Commission

FROM: Lauren Vaughn

DATE: January 3, 2014

SUBJECT: *Renaming of former Veteran's Park*

On January 2, I was present at the Governmental Center from 6:20 to 7:10 p.m. to take public comment on the proposed name change for the former Veteran's Park and the naming of the dog park enclosure. There were no members of the public that attended the input session.

I have placed it in the agenda for next Thursday for any last minute comment on the proposed name change of the former Veteran's Park to "Slabtown Corner " and to name the dog park enclosure, "Wags West".

A motion to recommend those changes to the City Commission would be appropriate unless some public comment would delay or change the thinking on the proposed names. There is an item listed later in the agenda for this purpose.

MEMO

TO: Parks and Recreation Commission
FROM: Lauren Vaughn
RE: 1997 Priority Rankings
DATE: February 28, 1997

Here are the final results of the tally on the 22 items we identified as priorities for 1997.

1. 4.89 Finish East Bay park as far as possible, playground, parking, irrigation system.

2. 4.56 Improve maintenance around Hannah Park/Library area especially steps area to river.

3. 4.33 Improve Hull Park - boat house, rentals, play field, site survey, plans, etc. Plant trees to screen the wastewater plant from view.

4. 3.78 Involve neighborhoods more with their local parks (set up criteria).
   3.78 Reclamation of Fulton Park.

6. 3.56 Improve handicapper accessibility in all parks.

7. 3.33 Offer more summer recreation programs for children.

8. 3.22 Have site plans drawn for Hannah, East Bay and Hull Park, with minor and major changes outlined, identify needs, deficiencies. Develop management plans.
   3.22 Establish a non motorized trail master plan for the city, existing and future trails, including links to all schools.

10. 3.11 Develop a bike path to Bryant Park from the west.
    3.11 Have a general cleanup day for parks.

12. 3.00 Improve Veterans Park, possibly remove play structures and improve it as sitting area for those waiting for tennis courts.
    3.00 Develop additional uses for Hickory Hills, especially in the summer.

14. 2.89 Place dog waste baggies at parks that allow dogs.

15. 2.56 Complete a general beautification of the cemetery including installing aesthetically pleasing waste receptacles.

16. 2.33 Make bike paths and sidewalks uniform in width.
    2.33 Look into corporate sponsorship.
    2.33 Purchase property for park land whenever possible.

19. 2.22 Look into sale of "Spirit of Traverse City" train and Hickory Hills t-shirts, cups, etc.
    2.22 New lodge for Hickory Hills, look into possible rental of lodge (conforming to city regulations).

21. 2.11 Install an additional ice skating rink (from 2 to 3) for 1997.

22. 1.89 Increase number of neighborhood parks.

Memorandum

The City of Traverse City

TO: Parks and Recreation Commissioners

FROM: Lauren A. Vaughn, Parks and Recreation Superintendent

RE: Superintendent's Report

DATE: January 3, 2014

As of the writing of this report, the ski season is underway at Hickory as of December 20th and is off to a very good start, both in attendance and snow conditions, with all runs open on the first day. We have been working on the ice rinks and 14th Street will open to the public beginning tomorrow, January 4. Traverse Heights should open sometime next week.

The Thursday, January 23 event at the MRPA conference should be very enlightening and enjoyable to those of you that will be attending. You will have the opportunity to meet several Parks and Recreation board and commission members along with people in the profession. The several education sessions that day will provide a good deal of useful information.

It should be a busy and fulfilling 2014.

See you Thursday, January 9th.

TO: Park and Recreation Commissioners

FROM: Lauren A. Vaughn, Parks and Rec. Sup't.

DATE: January 3, 2014

SCHEDULE OF UPCOMING EVENTS

January 16, 2014 – City Commission Park Use Policy Ad Hoc Meeting 6:00 p.m.

January 23, 2014 – MRPA Conference Public Officials Day – 8:00 a.m. – 5:00 p.m.

February 6, 2014 – Regular Meeting – 6:30 p.m.

March 6, 2014 – Regular Meeting – 6:30 p.m.

March 9, 2014 – Last day Hickory Hills is open for the season