



## AGENDA NOTICE

City of Traverse City Parks & Recreation Commission Regular Meeting  
6:30 p.m.  
May 5, 2016

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

Posted: 5 - 2 - 2016

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 Margaret Szajner 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 April 7, 2016 Regular Meeting.

#### 2. NEW BUSINESS

- a. Public art proposal for Lay Park (Mary Gillett)
- b. Proposed upgrade to entrance of Women's walk at GT Commons on Elmwood St. (Mike Brown)
- c. Rick Brown to speak about Peace Park idea
- d. Report on Ragnar Relay Race on October 1

**3. OLD BUSINESS**

- a. Discussion of future planning possibilities for Boon Street and Arbutus Court parks
- b. Update on Clinch Park repairs
- c. Update on Jupiter Gardens Park garden proposal
- d. Update on Hickory Hills design, grant and fundraising process

**4. PUBLIC COMMENT**

**5. 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, APRIL 7, 2016 AT 6:30 P.M.  
IN THE COMMISSION CHAMBERS, 2<sup>ND</sup> FLOOR, 400 BOARDMAN AVENUE  
TRAVERSE CITY, MICHIGAN 49684**

**COMMISSIONERS PRESENT:** Brook DiGiacomo, Matthew Ross, Michelle Schuett, Danielle Rearick, Sabrina Newton, William Dorrier

**COMMISSIONERS ABSENT:** None

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

Chairperson Margaret Szajner Presiding

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

- a. Consideration of minutes of the March 3, 2016 Regular Meeting.

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

**CARRIED 7 – 0**

**2. NEW BUSINESS**

- a. Colleen Paveglio, Deputy & Marketing Director for the DDA & DTCA gave a presentation on the DIA Inside Out Program.

**PUBLIC COMMENT**

None

Motion by Newton, seconded by Dorrier to make a recommendation for the City Commission to approve the installation of these art pieces on City park property.

**CARRIED 7 – 0**

- b. Superintendent Vaughn reported on proposed environmental monitoring plans for park land north of Hotel Indigo.

**PUBLIC COMMENT**

None

**3. OLD BUSINESS**

- a. Discussion of future planning possibilities for East Bay and Indian Woods parks.

**PUBLIC COMMENT**

Todd M. Brown, 1763 Indian Woods Dr., T.C.  
Camille Brown, 1763 Indian Woods Dr., T.C.  
Kinsey Hintz, 916 Avenue B., T.C.  
Brooke Brown, 1763 Indian Woods Dr., T.C.

- b. Superintendent Vaughn gave an update on Clinch Park repairs.  
c. Superintendent Vaughn spoke regarding the Jupiter Gardens Park garden proposal.  
d. Superintendent Vaughn gave an update on the Hickory Hills design, grant and fundraising process.

**4. PUBLIC COMMENT**

Commissioner Newton spoke regarding park improvements and the process.

**5. COMMISSION REPORTS AND CORRESPONDENCE**

- a. Discussion took place regarding Rick Brown's e-mail request to create a Peace Park.  
b. Superintendent's Report  
b. Schedule of Upcoming Events

There being no objection, Chairperson Szajner declared the meeting adjourned at 8:12 p.m.

Parks and Recreation Commission approved \_\_\_\_\_ - \_\_\_\_\_ on May 5, 2016.

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Lauren A. Vaughn  
Parks and Recreation Superintendent

## MEMORANDUM

**TO:** Mayor Jim Carruthers  
City Commission, City of Traverse City

**FROM:** Traverse City Arts Commission  
Mary Bevans Gillett, Chair

**RE:** Bryan Crough Memorial

**DATE:** April 27, 2016



On behalf of the Traverse City Arts Commission, thank you for your support in February for the public art proposal for the Bryan Crough Memorial. The Arts Commission continues to move forward with this important first project following the approved concept, budget projection and Master Plan steps as approved.

However, in collaborating with the private developer on the site chosen, we are faced with unforeseen challenges that make the original location unfeasible for the public art project as conceived. Therefore, the Arts Commission has identified an alternate site for implementation and is respectfully requesting the City Commission's approval to alter the location of the Bryan Crough Memorial from the original site at 113 East Park Street to the city owned Lay Park at 311 South Union Street.

All other aspects of the project, including original concept, funding and timeline, are unchanged. With your approval, the RFQ, originally slated for posting on April 15, will be modified to reflect the new location and posted immediately.

### Original Site Challenges

When originally conceived, the proposed Radio Centre III plans included a sizeable walkway with public access to seating, parking and restrooms between buildings as well as structural spacing conducive to artwork accessible and visible from Park Street's active pedestrian and mobile pathways. The stakeholders group and the Arts Commission made its decisions and, ultimately, its recommendations to the City Commission based on these plans.

The plans for the walkway space and the Radio Centre III structure have been altered by the developer due to unanticipated engineering requirements. The spaces have been reduced to make the significant size, scope and public interaction of the proposed Crough Memorial unworkable in this space.

### Alternate Site

The Traverse City Arts Commission recommends the following alternative: The Arts Commission proposes the Bryan Crough Memorial artwork be created for and installed permanently in Lay Park, a public park owned by the City of Traverse City located at 311 South Union Street. It should be noted that Lay Park was under consideration and a finalist when the original location

was considered. It has the support of the Arts Commission, the original stakeholders group and adjacent neighbors.

**Key points:**

- This site is a longstanding public park located at 311 South Union Street in Traverse City. It is conveniently and visibly located between Front Street and Old Town, effectively linking both Downtown neighborhoods in an accessible, pedestrian friendly location in the heart of Traverse City (see location and site plan, p. 3). It is also in proximity to Hannah Park and its signature Perry Hannah sculpture at Sixth and Union Streets.
- Lay Park is an underutilized park, cited for upgrades in the City of Traverse City's Parks and Recreation Master Plan. We believe location of the Crough Memorial can serve as a catalyst for revitalization of the park as well as for additional funding and community engagement.
- The site allows an easy transition of this project from one site to the other, while still using a location that is significant to downtown and connects with Bryan. If approved, the timeline is minimally affected by this change. Completion is still anticipated for June 2017.
- Consistent with the original concept, this will be a work that is innovative, substantial and invites observers to interact, enjoy and contemplate. Location within Lay Park offers walkways, seating, space and seating – multi-opportunities to actively engage with this work as well as the visibility from sidewalks, bikeways and streets for casual viewing.
- As noted in the original proposal, the Arts Commission considered several sites and gathered input from stakeholders, the DDA, city planning and engineering staff, public art experts and the developers. The Art Commission's public input session on 1/5/2016 also gathered community insight into art located downtown. Lay Park was considered a leading choice throughout the process.
- The amended location has the support of the original stakeholders as well as Lay Park neighbors and related stakeholders.

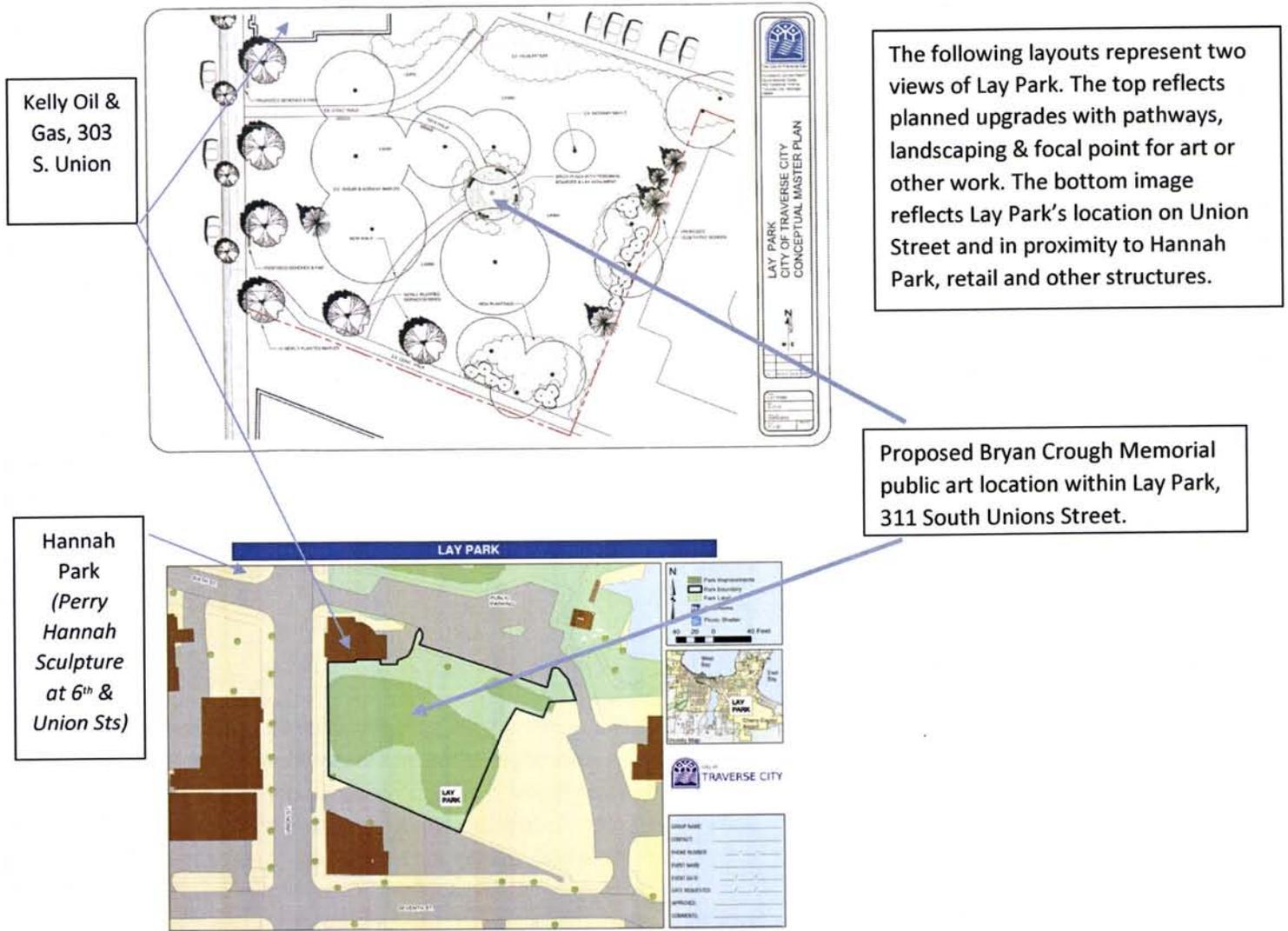
**Budget**

Budget for creation and installation of the Bryan Crough Memorial is unchanged. It is feasible to change location with no upgrades or expenditures at Lay Park. However, aesthetically, the upgrades proposed by City Planning and Parks Departments would enhance this installation. We believe this project, as modified, can serve as a catalyst to leverage additional donations toward park improvements as well as funding opportunities through the Parks budget and/or granting sources. The Arts Commission will work with Parks and Recreation as well as stakeholder groups to pursue such resources.

## Next Steps & Timeline

With City Commission approval of this amendment, the Traverse City Arts Commission will continue implementing this project following the guidelines set forth by the Public Arts Program Master Plan. An adjusted timeline follows, noting anticipated completion is unchanged.

- May 2016: Amended RFQ to artists
- May-June 2016: Artist proposals reviewed by artist selection panel; finalists selected.
- July-August 2016: Finalists invited to site visit & to submit maquettes for review; panel recommends artist to the Arts Commission
- September 2016: Artist engagement and contract with the City of Traverse City
- October 2016 – May 2017: Creation of artwork
- June 2017: Installation, dedication and celebration



Kelly Oil & Gas, 303 S. Union

The following layouts represent two views of Lay Park. The top reflects planned upgrades with pathways, landscaping & focal point for art or other work. The bottom image reflects Lay Park's location on Union Street and in proximity to Hannah Park, retail and other structures.

Hannah Park (Perry Hannah Sculpture at 6<sup>th</sup> & Union Sts)

Proposed Bryan Crough Memorial public art location within Lay Park, 311 South Unions Street.

**Re: Women's Walk Park**

**South Elmwood (between 7<sup>th</sup> St. and 11<sup>th</sup> St.)**

**Proposed upgrade to make a portion of this park accessible to nearby residents.**

**April 26, 2016**

Proposed upgrades per the attached plan would be as follows:

1. Extend public sidewalk from the adjacent properties public sidewalk (to the north) across the park property to the proposed entrance to the park.
2. Create a landscaped entrance to the park that is inviting to residents and also ADA accessible. The entrance would include an entry sidewalk, a cedar clad wood Pergola and landscaping.
3. Install two 5' long, accessible park benches that would overlook the creek for area residents to be able to enjoy the park
4. Install crushed limestone around the existing picnic table area.

Attached are proposed plans for the upgrade.

Total Cost of the proposed upgrade is \$7,310.

The neighboring resident's portion of the cost would be \$3,655. The neighbor's portion of the cost of the upgrade is already committed.

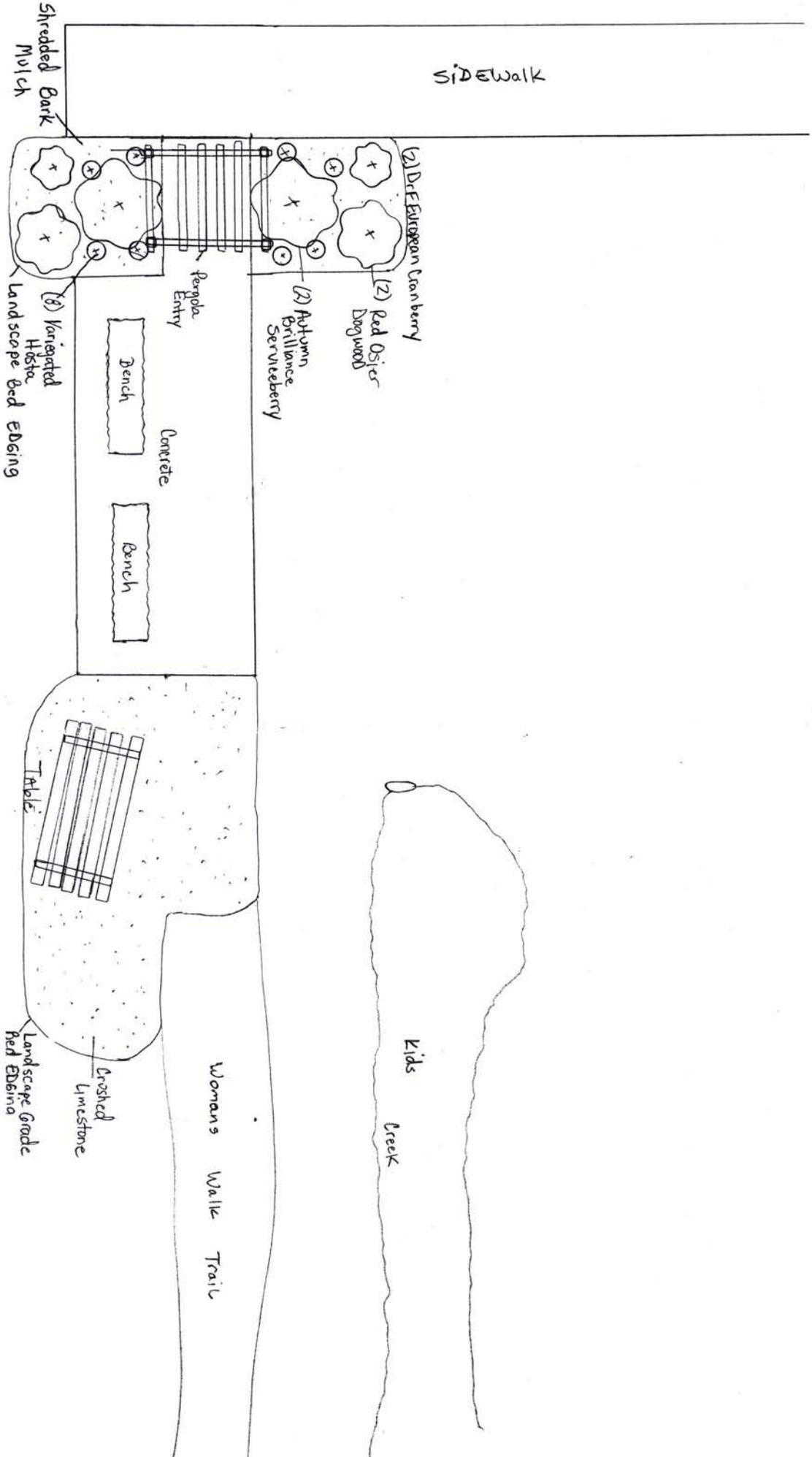
The City's portion would be \$3,655.

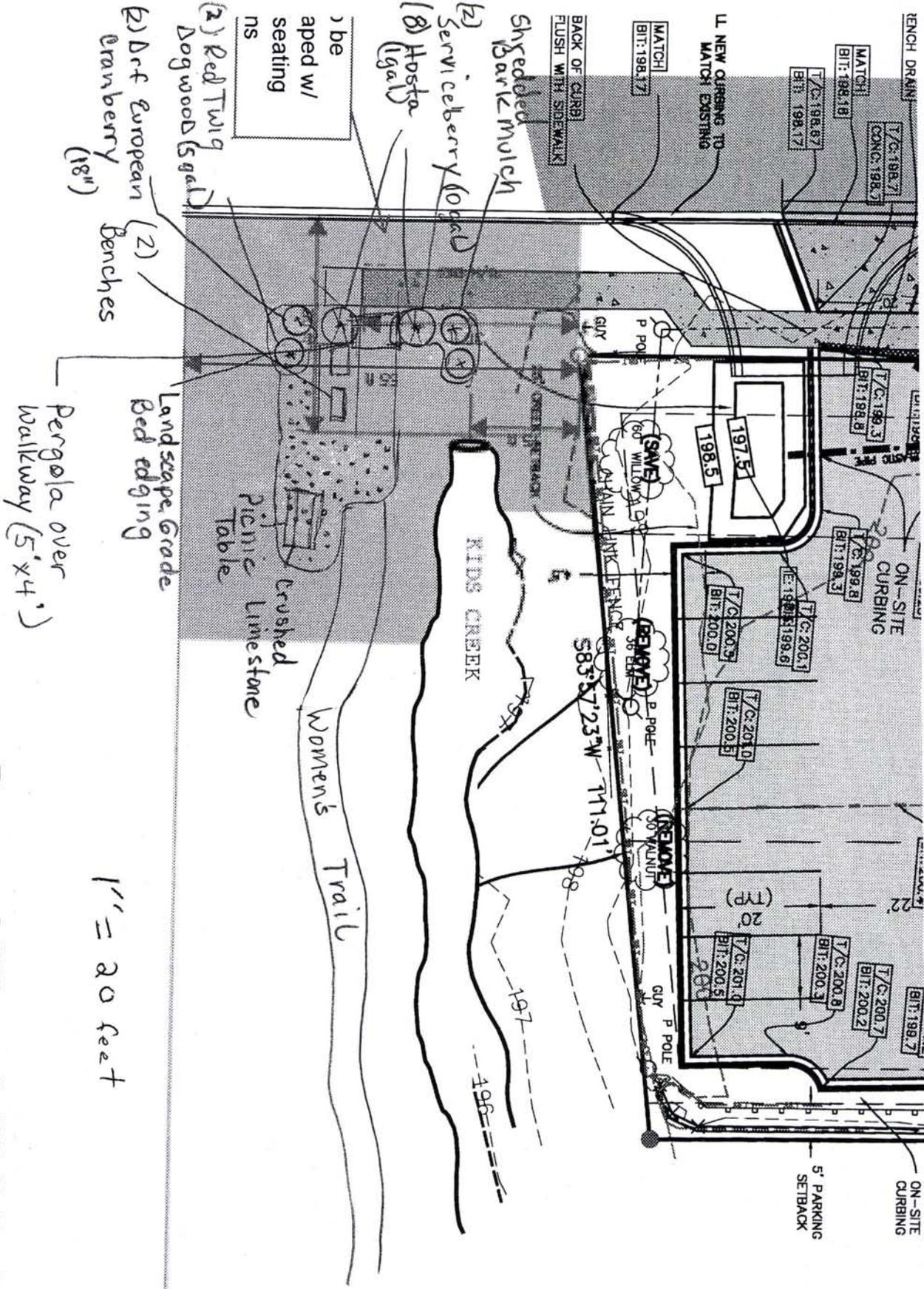
Contact:

Mike Brown  
Jennett Associates  
415 S. Elmwood  
231-218-4923

Planting Detail  
 (1" = 4')

Detail Women's Walk Park

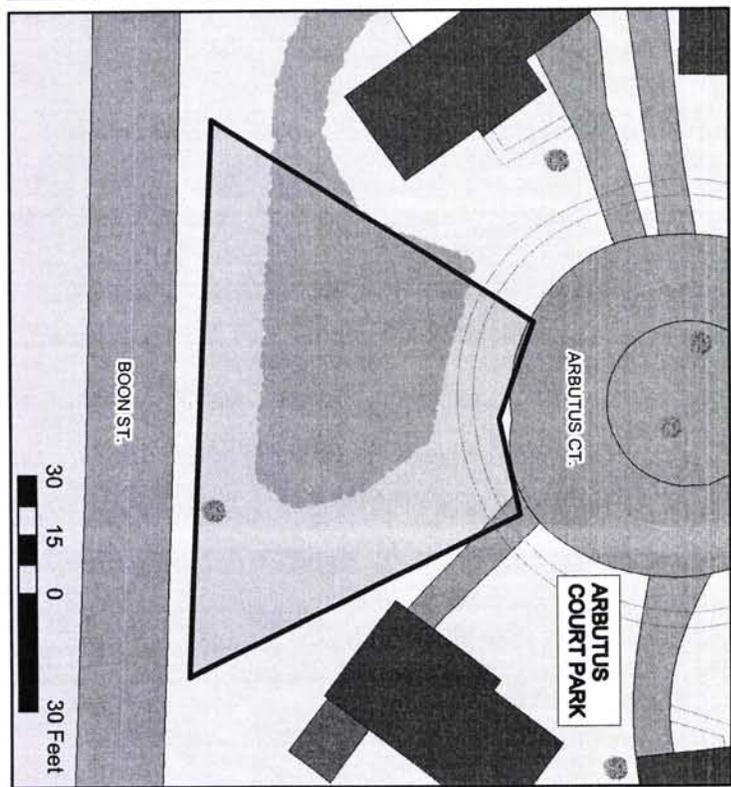
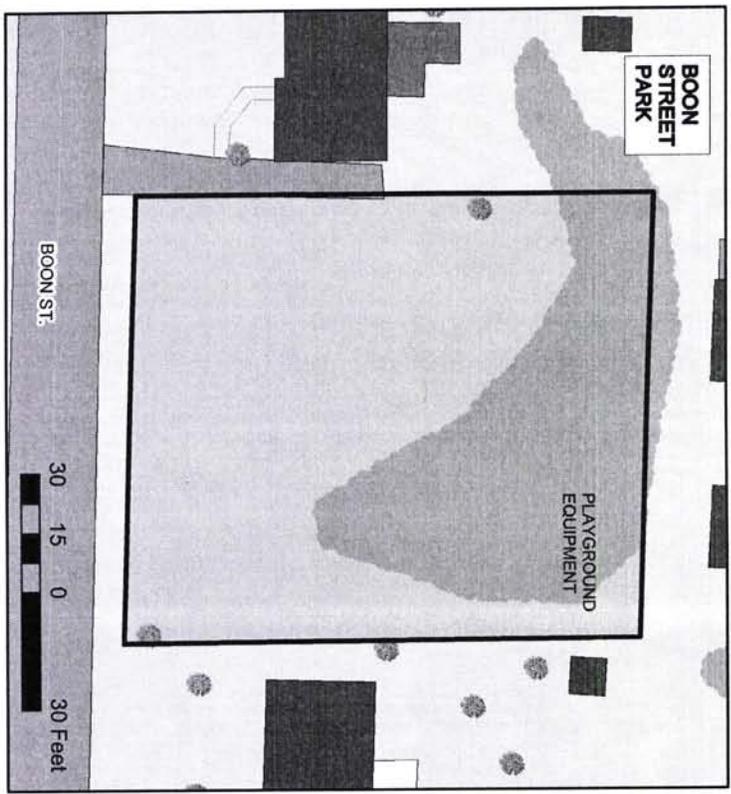
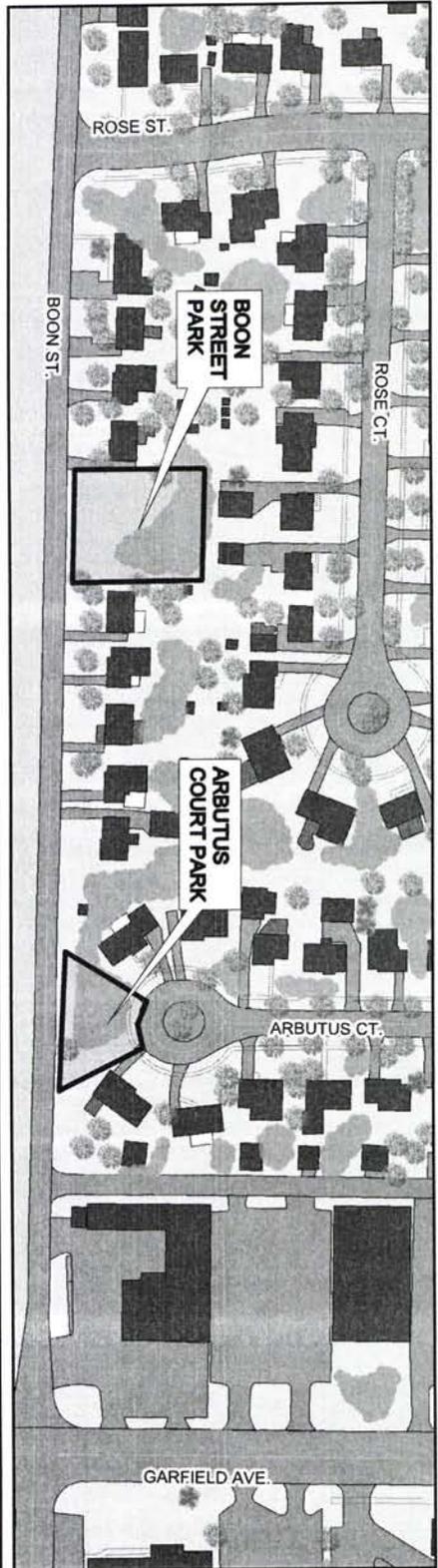




Proposed "Women's Walk Park" Upgrade

1" = 20 feet

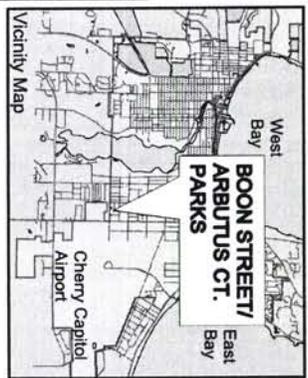
# ARBUTUS COURT / BOON STREET PARKS



**Legend**

- Park Improvements
- Park boundary
- Park Land
- Restrooms
- Picnic Shelter

Scale: 125 62.5 0 125 Feet



City of  
**TRAVERSE CITY**

GROUP NAME: \_\_\_\_\_

CONTACT: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EVENT NAME: \_\_\_\_\_

EVENT DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

DATE REQUESTED: \_\_\_\_/\_\_\_\_/\_\_\_\_

APPROVED: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

## ARBUTUS COURT PARK

The park in Arbutus Court Plat was not originally designed to be a City Park, and is not indicated in the plat as a park. It is labeled "Lot 10". Jack W. & Jo Anne Zimmerman, husband & wife, Quit Claimed Lot # 10, Arbutus Court to the City of Traverse City.

The tot lot in Arbutus Court Plat was an item required by the City Planning Commission during the review process in order for the plat to receive acceptance and approval by the City Commission. At the Regular Meeting of the City Commission on July 20, 1959 the preliminary plans for Arubtus Court Plat were approved by the City Commission "subject to securing tot lots in this plat in conformance with policies set forth by the Planning Commission." The vote was carried unanimously. At the October 13, 1959 Planning Commission Meeting the final plat of Arbutus Court Subdivision was "approved and the secretary authorized to sign the plat and forward it to the City Commission with a communication regarding the obtaining of Lot 10 of the Plat for tot lot area. The motion was carried by unanimous vote of all members present." On November 2, 1959 the Planning Commission recommended to the City Commission that the final plat of Arbutus Court Subdivision be accepted "subject to necessary agreements for street improvements and the deeding of Lot 10 to the City for tot lot purposes." The motion was carried.

The Quit Claim deed, recorded April 6, 1960 in Liber 227 Page 440 of the Register of Deeds, indicates that Jack W. Zimmerman & Jo Anne Zimmerman, husband & wife, quit claim to City of Traverse City Lot # 10, Arbutus Court. There is no reference to park land and there is no reversionary clause.

# Memorandum

The City of Traverse City

TO: Parks and Recreation Commissioners  
FROM: Lauren A. Vaughn, Parks and Recreation Superintendent  
RE: Superintendent's Report  
DATE: April 29, 2016



At our meeting, we will continue the process of looking at two parks per meeting for future planning purposes. Boon Street and Arbutus Court are the parks we will discuss this month. I have included maps of the parks and the some historical information.

Several phases of the construction work at Clinch Park are underway and progressing. We hope for completion by Memorial Day weekend.

The Day Camp registration is now open with forms available on the City Website. Registration began on April 11 and several spots are still available.

See you Thursday night, May 5. Please email or call if you cannot come.

TO: Park and Recreation Commissioners

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



DATE: April 29, 2016

## SCHEDULE OF UPCOMING EVENTS

May 5, 2016 – Regular Meeting – 6:30 p.m.

May 28, 2016 – Tentative starting date for Clinch Park Waterscape season

June 2, 2016 – Regular Meeting – 6:30 p.m.

June 13, 2016 – Day Camp Starts

July 7, 2016 – Regular Meeting – 6:30 p.m.