



AGENDA NOTICE

City of Traverse City Parks & Recreation Commission Regular Meeting
6:30 p.m.
June 5, 2014

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

Posted: 6 – 2 - 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.

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 May 1, 2014 Regular Meeting

2. NEW BUSINESS

- a. none

4. OLD BUSINESS

- a. Discussion of East Bay Park's inclusion in Water Trail project – Megan Olds
- b. Discussion of Shoreline Mowing at West End Beach and Goal 4: Performance Landscape Guidelines of the 5-year Recreation Plan

- c. Update on possible additions of Anishinaabek cultural items at Clinch Park
- d. Brown Bridge Trust Fund proposal update
- e. Hickory Hills Master Plan update – Presentation of plan June 9 – 7:00 p.m.
- f. Consideration of changes to the Parks and Recreation Commission By-Laws regarding meeting minutes
- g. Update on Community Garden draft guidelines
- h. Discussion of mini-libraries in parks idea – Margaret Szajner

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. The 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, MAY 1, 2014 AT 6:30 P.M.
IN THE COMMISSION CHAMBERS, 2ND FLOOR, 400 BOARDMAN AVENUE
TRAVERSE CITY, MICHIGAN 49684

COMMISSIONERS PRESENT: Danielle Rearick, Margaret Szajner, Brook DiGiacomo,
Gary Howe, Seamus Shinnars, Arianne Whittaker

COMMISSIONERS ABSENT: None

ALSO PRESENT: Lauren Vaughn, Sheila Dodge
Chairperson Brian Haas Presiding

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

- a. Consideration of minutes of the April 3, 2014 Regular Meeting.

Motion by Howe, seconded by Szajner, that the following action as recommended on the Consent Calendar portion of the Agenda be approved. (amended on page 3)

CARRIED 7 – 0

2. **NEW BUSINESS**

- a. Superintendent Vaughn spoke regarding the City of Traverse City's Urban Forestry Plan.

Motion by Howe, seconded by DiGiacomo to recommend adopting the City of Traverse City Urban Forestry Plan and forward this item onto the City Commission for their review and further action.

PUBLIC COMMENT

Tim Werner, T.C. (City Commissioner)

CARRIED 7 – 0

- b. Commissioner Szajner spoke regarding changes to the Parks and Recreation Commission By-Laws as they pertain to meeting minutes. Meeting minutes would be more descriptive.

- c. Commissioner Howe gave an update on the possible addition of Anishinaabek art banner in the Cass Street tunnel.

3. OLD BUSINESS

- a. Superintendent Vaughn gave an update on the draft guideline changes for the Community Garden Program.

Motion by Shinners, seconded by Rearick to recommend the Community Garden Program pending any additional draft changes and forward onto the City Commission for their review and further action.

PUBLIC COMMENT

None

CARRIED 7 – 0

- b. Commissioner Szajner gave an update on the proposed Coast Guard City commemorative sculpture.
- c. Commissioner Howe gave an update regarding the City Commission Brown Bridge Trust Fund Ad Hoc Committee.
- d. Superintendent Vaughn gave an update on the Hickory Hills Master Plan process.
- e. Superintendent Vaughn spoke regarding the upcoming GTRec Expo to be held Sunday, May 4, 2014.

4. PUBLIC COMMENT

John DiGiacomo, 440 North Spruce St., T.C.
Margaret Szajner, 647 West Orchard Drive, T.C.
Brook DiGiacomo, 440 North Spruce St., T.C.
Gary Howe, 926 Lincoln St., T.C.

5. COMMISSION REPORTS AND CORRESPONDENCE

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

Page three

Parks and Recreation Commission Regular Meeting May 1, 2014

There being no objection, Chairperson Haas declared the meeting adjourned at 7:38 p.m.

Parks and Recreation Commission approved: _____ - _____ on June 5, 2014.

Lauren A. Vaughn
Parks and Recreation Superintendent



Fwd: Resolution and Access Site Information

Megan Olds, GTRLC <molds@gtrlc.org>

Fri, May 30, 2014 at 12:19 PM

To: Jered Ottenwess <jottenwess@traversecitymi.gov>, Brian Haas <OB1HAAS@gmail.com>, lvaughn@traversecitymi.gov

Dear Lauren, Brian, and Jered,

Thank you for allowing me to come and speak at the parks and recreation commission and to share a request for the City's consideration of a resolution to formally add an access site to the East Bay and Chain of Lakes non-motorized water trail map.

This request comes as part of a DEQ-funded effort to plan a water trail for all of East Bay and the Chain of Lakes from Ellsworth to Elk Rapids. As part of the planning process, we are inviting every unit of government/access site owner to evaluate the "readiness" of each of their own properties for consideration as part of the route that will be marketed.

Below/attached is a copy of the resolution that the Village of Elk Rapids adopted, as well as the Access Forms that they completed for the five sites that they resolved/voted to include as part of the water trail.

We will not be placing any sites on the map where we do not have a resolution of support by the governing body/owner of an access site. The decision rests wholly within the City to consider participation in the route planning and marketing.

It is important for the City to know that management and maintenance of the site will remain the City's responsibility, including signage. As part of our DEQ grant, we have contracted with a marketing firm who is designing a logo and sign standards for access sites/launch sites. This is being done to help ensure that people entering the trail in Acme or East Bay or Peninsula or Elk Rapids Township, or Traverse City, will see consistent signage and a common map, and can navigate more easily to and between sites along the route. We have offered to "batch" sign orders and we may receive discounts by doing so.

Thank you again for this opportunity to share information and speak with parks and recreation commissioners about this project and opportunity.

Warm regards,
Megan

----- Forwarded message -----

From: **Mike Spence** <vlq398@elkrapids.org>

Date: Tue, May 20, 2014 at 2:54 PM

Subject: Resolution and Access Site Information

To: Megan Olds <molds@gtrlc.org>

Cc: jjay@gtrlc.org, Dianne Richter <rich253@charter.net>

Megan,

Memorandum

The City of Traverse City

TO: Parks and Recreation Commissioners

FROM: Lauren A. Vaughn, Parks and Recreation Superintendent



RE: Superintendent's Report

DATE: May 30, 2014

On Monday, June 9 at 7:00 p.m., Adam Portz with the S.E. Group will be presenting the Hickory Hills Master Plan at a joint City Commission / Garfield Township Board Study Session. If you can attend, come and hear the information prepared by the SE Group ,with the assistance of the public and the Hickory Hills Advisory Team, as recommendations for Hickory's future are shared.

The Milliken Waterscape (a.k.a. Splash Pad) began operation for the season on May 24. Normal operating hours will be from 11:30 a.m. to 6:00 p.m., seven days a week through Labor Day. After Labor Day, the weather will determine any additional open days.

See you Thursday, June 5st.

TO: Park and Recreation Commissioners

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



DATE: May 30, 2014

SCHEDULE OF UPCOMING EVENTS

June 5, 2014 – Regular Meeting – 6:30 p.m.

June 9, 2014 – Presentation of Hickory Hills Master Plan – 7:00 p.m. – 400 Boardman

June 16, 2014 – Day Camp begins

June 18, 2014 – Hershey Track & Field Local Meet – 9:00 am - TC Central High Track

July 3, 2014 – Regular Meeting – 6:30 p.m.

August 7, 2014 – Regular Meeting – 6:30 p.m.

August 22, 2014 – End of Day Camp