



AGENDA NOTICE

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

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

Posted: 11 – 3 - 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 October 2, 2014 Regular Meeting

2. NEW BUSINESS

- a. Report on Farmer's Market RFP Process
- b. Report on Hickory Hills Concession RFP Process

4. OLD BUSINESS

- a. Update on Hannah Park Perry Hannah statue plaza (Russ Soyring)
- b. Update on planning process for City Park at Rose & Boyd Streets (Commissioner Howe)
- c. Capital Improvements Budget discussion
- d. Update on Sunset Park fitness park proposal (Commissioners Szajner & DiGiacomo)
- e. Discussion of future water bottle filling / drinking fountain locations

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

COMMISSIONERS PRESENT: Brook DiGiacomo, Gary Howe, Brian Haas, John Gessner,
Seamus Shinnars, Danielle Rearick, Margaret Szajner

COMMISSIONERS ABSENT: None

ALSO PRESENT: Lauren Vaughn

Chairperson Brian Haas Presiding

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

- a. Consideration of minutes of the September 4, 2014 Regular Meeting.

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

CARRIED 7 – 0

2. **NEW BUSINESS**

- a. Superintendent Vaughn spoke regarding the process for election of officers. Commissioner Howe nominated Commissioner Haas to remain as Chair and Commissioner Szajner to remain as Vice-Chair.

Motion by Howe, seconded by DiGiacomo to re-elect the same commissioners to their current positions.

PUBLIC COMMENT

None

CARRIED 7 – 0

- b. Superintendent Vaughn spoke regarding the consideration of Hickory Hills rates for 2014-2015.

Motion by DiGiacomo, seconded by Howe to support the price increases as outlined in the memo to the Commission for the Hickory Hills 2014 – 2015 ski season.

PUBLIC COMMENT

None

Rearick – Yes

Szajner – No

Haas – No

Howe - Yes

DiGiacomo – Yes

Gessner - Yes

Shinners - Yes

CARRIED 5 – 2

- c. Superintendent Vaughn spoke regarding future water bottle filling/drinking fountain locations. The Water Bottle Committee would like a priority list of City Parks from the Parks and Recreation Commission.
- d. Superintendent Vaughn reported on the Capital Improvements Budget schedule.

3. OLD BUSINESS

- a. Commissioner Haas and Commissioner Szajner gave an update on the Coast Guard Statue and Mini-Park Design.
- b. Commissioner Howe spoke regarding the planning process for City Park at Rose & Boyd Streets and the survey results.
- c. Commissioner Szajner gave an update on the Sunset Park fitness park proposal.
- d. Superintendent Vaughn gave an update on the NMC Marketing Class application for Hickory Hills.

4. PUBLIC COMMENT

John DiGiacomo, 440 N. Spruce St., T.C.
Commissioner Rearick, 626 W. 8th St., T.C.
Commissioner Szajner, 647 W. Orchard Dr., T.C.
Commissioner Howe, 926 Lincoln St., T.C.
Chairperson Haas, 227 E. 10th St., T.C.

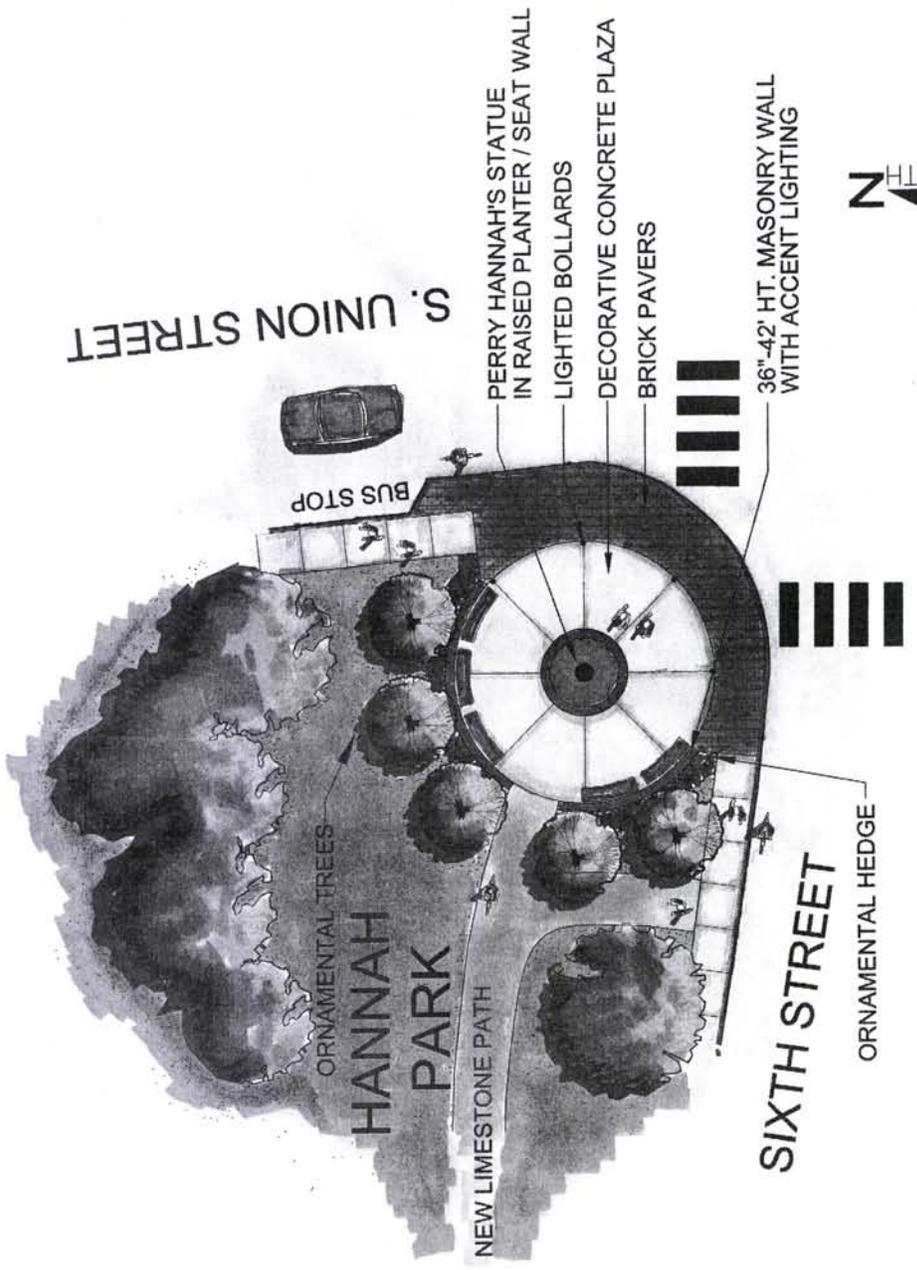
5. COMMISSION REPORTS AND CORRESPONDENCE

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

There being no objection, Chairperson Haas declared the meeting adjourned at 7:52 p.m.

Parks and Recreation Commission approved: _____ - _____ on November 6, 2014

Lauren A. Vaughn
Parks and Recreation Superintendent



CONCEPTUAL SITE PLAN
PERRY HANNAH'S MEMORIAL STATUE

1" = 10'

**PERRY HANNAH STATUE PLAZA
COST ESTIMATE.**

1. Outer Wall 30" Ht. (Labor and Material)

Footings, CMU Block, Labor	\$9,034.00	
Granite Block (235 s.f.)	\$9,635.00	
Limestone Cap (47 l.f.)	<u>\$2,820.00</u>	
		\$21,489.00

2. Inner Wall 18" Ht. (Labor and Material)

Footings, CMU Block, Labor	\$3,019.00	
Granite Block (48 s.f.)	\$1,968.00	
Limestone Cap (32 l.f.)	\$1,920.00	
Statue Footing	<u>\$240.00</u>	
		\$7,147.00

3. Poured Concrete (628 s.f.) **\$2,826.00**

4. Brick Paver Installation (City to supply brick) **\$3,780.00**

5. Lighted Bollard Footings (3) **\$420.00**

6. Electrical (Labor and Material)

(3) Lighted Bollards	\$2,500.00	
(5) Recessed Wall Lights	\$1,500.00	
(1) Statue Up-Light	\$600.00	
Labor	<u>\$3,995.00</u>	
		\$8,595.00

7. (2) Curved Benches **\$4,240.00**

8. Crushed Limestone Path, 65 l.f. **\$2,000.00**

9. Landscaping **\$3,000.00**

10. Total Project Cost **\$53,497.00**

Jupiter Gardens* Initiative

Date: October 31, 2014

Committee: Brooke Di Giacomo and Gary Howe , Parks and Recreation Commission.
Betsy Coffia, North Traverse Heights Neighborhood Association.
Stuart Campbell and Jonathan Aylward, Citizen Volunteers.

Request: Approval of the conceptual plans (basic layout, concepts, and timeline) in this proposal and prioritization as needed in the Capital Improvement Plan and other plans. In addition, it's understood that more detail planning and coordination is needed working with City staff.

Vision: **A multigenerational park that supports healthy lifestyles, fitness, and connected neighborhoods.**

History: This park, located at the southeast corner of Rose St. and Boyd St., is currently unnamed. It is referred to as Triangle Park by some, and Jupiter Park by others. As part of this project, we'd like recommend the naming of it as Jupiter Gardens and for this proposal we will refer to it as Jupiter Gardens, but understand another name may be selected.

Jupiter Gardens is specifically mentioned as Triangle Park in the City of Traverse City's Section 6, Goals and Objectives, in the DNR five-year plan under Goal #2: "Maintain and Improve Existing Parks." This park improvement project will also achieve other goals in the five-year plan, chiefly: Goal #4: Performance Landscape Guidelines (LID, Perennial Beds) and goal #5: Active Multimodal Recreation & Transportation (facilities serving multi-use trail users).

There have been several ideas for this park in the last 5-6 years. Those ideas have been expressed at the North Traverse Heights' neighborhood Association and with the Parks and Recreation Commission. Ideas expressed have been a request for a covered shelter, a community meeting place, water amenities to serve the trail users, and, most recently, native edible garden beds to serve as an attraction and educational tool.

As part of the public outreach for this plan, a survey was distributed online. It was open to the general public with extra focus on engaging residents in the Traverse Heights/Oak Park area. 151 people completed the survey, 49 (33%) of which identify as being from the Traverse Heights neighborhood and 11 (7%) identify with the Oak Park neighborhood.

Need: This piece of land was originally purchased by the City for a proposed east-west Street. After that project was abandoned, the City started to manage it as a park. The foundation of a small, valued neighborhood park is certainly here. The park is ringed by mature lilac bushes and there are several well established oaks and maples in the park.

In addition to the current natural setting, past donations provide a metal park bench (Rotary) and a peace pole in the park. Over 20 years ago, the east-west multi-use trail was established and it runs adjacent to this property-it is in need of reconstruction.

In addition, the park hosts the planet Jupiter as part of the Solar System installation that begins in Hull Park and follows the trail east. The goal is to integrate and improve upon the elements currently in the park.

Need (cont.):

From the survey results, there is considerable interest in seeing this park serve the community better. For example, 58 survey respondents (44%) pledged interest in helping in some fashion to improve the park, whether through work-bees, planning, or direct donations. Yet, only 18 people (12%) report visiting this park on a weekly or daily basis.

When asked "What reasons have kept you from visiting this park more often or at all?", the top four responses were:

- "A lack of useful amenities", 48%
- "It's not in my neighborhood", 29%
- "I didn't know it existed", 22%
- "It's unattractive", 19%

Yet, 95% of respondents regularly visit other City parks and 65 respondents (43%) use the multi-use trail adjacent to the park on a weekly or daily basis. Another 20% use it on a monthly basis. These are potential visitors to the park if the right amenities and design are in place. Improving this park also reflects on the values of the community, and increased visitors would translate into improved property values and community development.

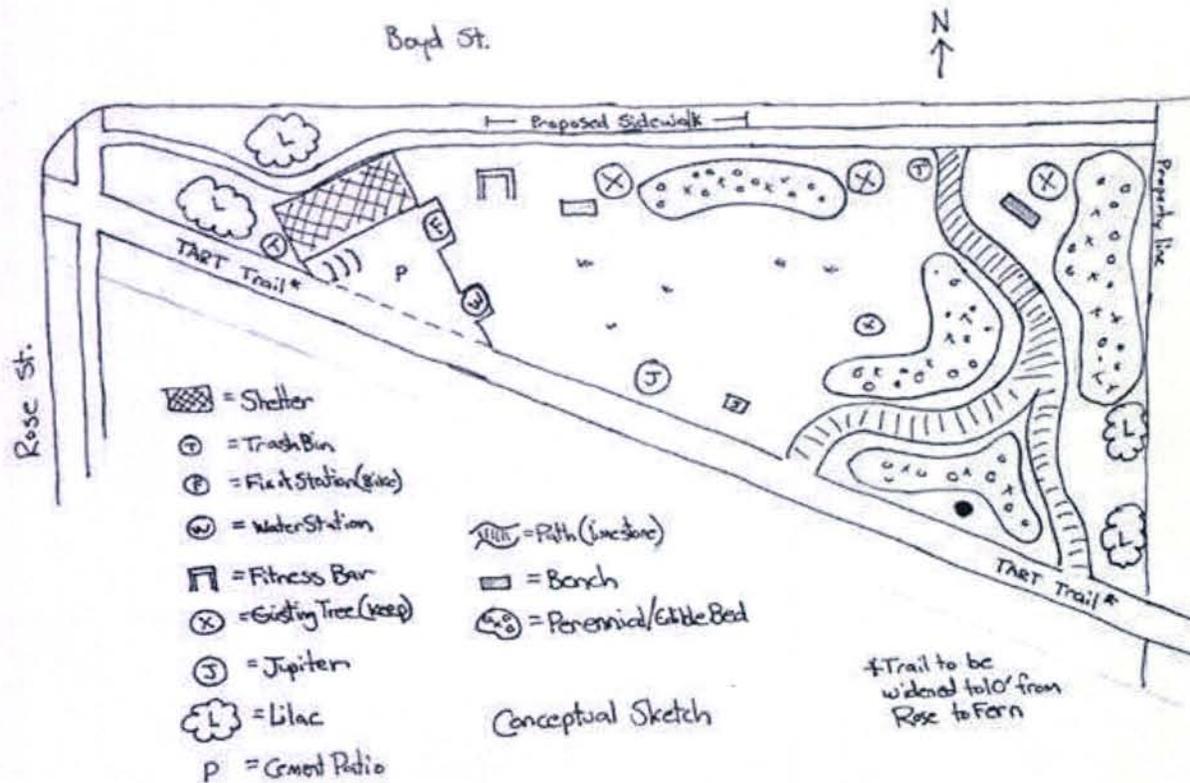
From the survey results, the benefits of small city parks are important, in order of preference on a one to five scale, with five being "most important", for providing:

1. Enjoyment of open space/nature, 4.4 (weighted average)
2. Beauty and aesthetics of the community, 4.2
3. Ecological value, 4.0
4. Physical activity and health, 3.9
5. Family friendly activities, 3.8
6. Social interaction, 3.3

Our proposal, both in concept and priorities, reflect the results of the survey. Including the response to the vision statement "*A multigenerational park that supports healthy lifestyles, fitness, and connected neighborhoods*", which received 117 (78%) respondents "agreeing" or "mostly agreeing" with that statement.



Recommendations:



The above design and amenities were presented in the survey. In order of weighted average, preferences from respondents are:

1. Water station, 4.6 (weighted average)
2. Native/Edible gardens, 4.2
3. Trailside shelter, 4.0
4. Fix it station for bicycles, 4.0
5. Sidewalk, 3.9
6. Serpentine pathway, 3.8
7. Little Library, 3.8
8. Fitness bar, 3.4

In addition, there were several open comments requesting something for children to play on. This could be as basic as swing set, a hillside slide, or other basic natural play designs.

There is a growing desire for natural playscapes (see below), and we've worked that into the early phases of the plan, with options at a later date for something more elaborate if desired. We didn't include a Little Library or Fitness Bar. For the Serpentine pathway we are recommending to a grassy path.

(... Insert new design ...)

Suggested Timeline (subject to approval and coordination by staff and ability to raise funds):

November 2014:

- Present to Parks and Recreation Commission for recommendation to City Commission and City Manager.
- Present to City Commission for Approval.
- Integrate into Capital Improvement Plan (i.e., Shetler, Sidewalk, Water).

December 2014:

- Work with Parks and Recreation staff to finalize park design, schedule, and costs.

January to March 2015:

- Engage interested Organizations and Partners (i.e., TART, Bike Shops, Plant Sources).
- Engage Traverse Heights Neighborhood Association with final designs.
- Hold a volunteer planning meeting.
- Create a fundraising committee; Develop and implement fundraising plan.

April and May 2015:

- Create Native/Edible Gardens and a basic natural play area, working with Perennial Harvest, City Staff, and volunteers.
- Trim current shrubs and trees in the park.
- Continue to raise funds, seek grants for larger items

June-October 2015:

- Seek bids for shelter
- Install drinking fountain and irrigation
- Install fix-it station
- Install sidewalk along Boyd St.
- Install shelter

2016:

- Widening multi-use trail from 8' to 10' from Woodmere to City Limits

Native/Edible Garden: A Native/Edible garden is simply landscaping using perennial trees, shrubs and flowers native to this region that have edible features. Traditionally and most commonly, this means fruit like Persimmon, Currant or Highbush Cranberry, but this can also mean the leaves of New Jersey Tea, a native tea shrub or the leaves of Echinacea. By using native plants, the property would also automatically qualify as a “Certified Bird Habitat”, adding an additional feature to the parks and attracting additional partners.



Because the plants selected are native and have high wildlife value, should the fruit not being eaten or not eaten in-full by the community, the park will then contain a wildlife garden with birds eating fruit from the branches and fruit that has fallen by animals like squirrels and rabbits.

It is important to note that perennial native plants, once established, lack the maintenance typically required of other types of plants. Frankly, proper planting in spring or fall could be sufficient to establish these plantings. Volunteers watering and/or irrigation would better help establish plantings the following summer and of course help the gardens thrive.

With the overflowing community support behind similar plantings along the TART Trail this past year (located at the Leelanau Conservancy’s DeYoung Natural Area and near the Orchard Creek Apartments), this type of planting would not only add beauty, but could further foster what could be an entirely unique “Edible Greenway” for the Grand Traverse area.

Natural Playscapes: Natural Playscapes have become increasingly popular as a way to connect children and their families with nature and natural play. These play spaces include naturally sourced features like boulder runs, embedded hill slides, and gardens. Not only are natural playscapes designed to engage a child’s imagination and curiosity, they help to reinforce an understanding of the natural world.

More info: www.naturalplaygrounds.com



Shelter:

To address a concern about safety, yet still provide an opportunity for visitors to the park to escape the sun or rain, and have a place to meet, we are recommending a small shelter without walls. The recommended location is on the western side of the park, which provides good visibility for patrol officers. Design should be kept simple, and we do recommend a more contemporary look.

Example Concepts



Contemporary



Traditional



Rough Budget:

Final budget subject to final design and staff review.

Park Amenity	Estimated Costs
Water station	\$7,500
Native/Edible gardens	\$5,000
Trailside shelter (w/bike racks)	\$18,000
Fix it station for bicycles	\$1,000
Natural Playscape Material *	\$1,000
Sidewalk	\$4,000
Irrigation	\$6,000
Trail **	\$5,000
Contingency (20%)	\$9,500
Estimate Total	\$57,000

* Basic use of boulders, berms, and logs.

** Calculated for the approximate 150' of trail adjacent to park, 10' wide asphalt.

Interests:

Organizations or groups who may be interested in an improved Jupiter Gardens park.

- City of Traverse City, Parks and Recreation
- City and area Residents
- Neighborhood Association
- Trail users and area bike shops
- Grand Traverse Edible Trails Project Supporters
- Rotary
- TART Trails
- County Parks and Recreation Dept.
- Disability Network of Northwest Michigan
- Brickways

Memo

To: Commissioner Easterday, Commissioner Carruthers, Mayor Estes, City Manager Ottenwess
 From: Parks and Recreation Commission: Water Bottle Station Working Group
 Date: October 29,2014
 Subject: **Water Bottle Filling Stations: Locations**

The Parks and Recreation Commission was asked to submit priority locations for the Water Bottle Filling Station project at the October 3rd monthly meeting. At that meeting we selected a working group consisting of Parks Commissioners Danielle Rearick, Margaret Szajner, and Gary Howe to select and prioritize possible locations. We appreciate the seeking of our input and submit the following for your consideration.

We have categorized locations in four different groupings with priorities labeled for each group. If you have any questions, please let us know.

Priority	Parks Currently in Planning Phase	Current Water Status	Comments/Considerations
1	Triangle Park	None	WBFS that includes dog bowl; Recent Survey showed drinking fountain as top priority.
2	Sunset	None	Anticipated need in current planning.
3	Mini-Park	None	Condition of project tied to Coast Guard proposal
4	Hickory Hills	Yes, in lodge	Outdoor water needed for non-winter recreation.
5	Hull	Yes, in building	WBFS that includes dog bowl; Trail use; TACS.
Priority	Beaches	Current Water Status	Comments
1	West End Beach	Yes, older PAC	Older PAC models can be moved to less used parks; Include foot washing feature if available.
2	Bryant	Yes, older PAC	" "
3	East Bay	Yes, older PAC	" "
Priority	Busy Neighborhood Parks	Current Water Status	Comments
1	Slabtown Corner	Yes, in building	WBFS that includes dog bowl; Some funding already raised for drinking fountain.
2	Darrow	Yes, older PAC	A busy park that attracts use from across City; Meeting place for people utilizing the TART Trail.
Priority	Busy Neighborhood Parks	Current Water Status	Comments
1	J. Smith Walkway	Yes, Metal	High traffic and high profile location.
2	Lay	Yes, older PAC	High traffic and high profile location.

Memorandum

The City of Traverse City

TO: Parks and Recreation Commissioners

FROM: Lauren A. Vaughn, Parks and Recreation Superintendent



RE: Superintendent's Report

DATE: October 31, 2014

By the time we meet on Thursday, we will know whether or not the vote passed to use money from the Brown Bridge Trust Fund for Parks and Brown Bridge capital improvements. We would certainly be able to speed up the list of needed park improvements with that assistance. Let's hope for the best on Tuesday.

The West End trail extension is almost completed. I saw people using the new crosswalk already yesterday even though it is not totally done yet. That will be a welcome addition, especially to Slabtown residents.

The high waves today are causing additional problems at Clinch Park that will need to be addressed before next summer's busy season. The area around the kayak rental shack is getting hit the worst. It will likely take some further design work and reconstruction.

See you Thursday, November 6th.

TO: Park and Recreation Commissioners

FROM: Lauren A. Vaughn, Parks and Rec. Supt.



DATE: October 31, 2014

SCHEDULE OF UPCOMING EVENTS

November 4, 2014 – Election Day

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

December 4, 2014 – Regular Meeting – 6:30 p.m.

December 19, 2014 – Tentative Opening Day for Hickory Hills

January ??, 2015 – Need to set alternate date