



AGENDA NOTICE

City of Traverse City Parks & Recreation Commission Special Meeting
6:30 p.m.
June 25, 2014

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

Posted: 6 – 23 - 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. none

2. NEW BUSINESS

- a. Consideration of Park Use Application for the proposed T.C. Glow Run at Hickory Hills on September 27, 2014. (Troy Daily)

4. OLD BUSINESS

- a. Discussion of East Bay Park's inclusion in Water Trail project – Megan Olds

- b. Proposal for Indigenous Art in the Clinch Park Tunnel (interim display)
- c. Brown Bridge Trust Fund proposal update
- d. Consideration of recommendation of Hickory Hills Master Plan to City Commission
- e. Update on possible changes to the Parks and Recreation Commission By-Laws regarding meeting minutes
- f. Update on mini-libraries in parks idea – Margaret Szajner
- g. Reminder of cancellation of July 3, 2014 meeting

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.

TC GLOW RUN - September 27, 2014

What is the TC Glow Run?

Get out the glow sticks and the neon! The TC Glow Run is a 5k and 1 mile run for all ages. This fun run is like no other in the TC area. The race is less about how fast you run and more about enjoying the music, dancing, and having fun with your friends and family. There will be a pre-race warm-up dance, black light finish lines, live entertainment on a small stage, and DJ dance party after the race, kids movie, and other family friendly activities.

The Course

There will be two races consisting of a kids 1 mile run and a family run, 3.1 miles long, both with glowing fun featuring multiple glow zones. The course will be illuminated with black lights, LED's, strobes, and smoke machines so where your bright colors! The course will take you through either Hickory Hills/Meadows

Included in your Glow Run Pack

- Glow Run T-Shirt
- GlowPack (ie bracelets, necklaces, sunglasses, etc)
- Admission to pre and post dance party
- Admission to kids movie

1 Mile Kids Run

July 1 - July 31	\$15 (Tier 1)
August 1 - August 31	\$18 (Tier 2)
September 1 - event day	\$20 (Tier 3)
Day of	\$25

5k	Individual	Team (4+)
July 1 - July 31	\$35	\$30
August 1 - August 31	\$40	\$35
September 1 - event day	\$45	\$40
Day of	\$50	\$45

Charity Benefit

The TC Glow Run would partner with Hickory Hills and a portion of the ticket sales will go to Hickory Hills. (10%)

Dates, Times, Setup and Tear Down

We are very flexible for a date and looking at a Saturday. Setup and Tear Down would all take place on Saturday. Setup starting around 8am and tear down being done and finished Saturday night. We will also be a zero waste event.

September 27th

Event start time: 4pm

Event end time: 10pm (music), Glow Disc Golfing

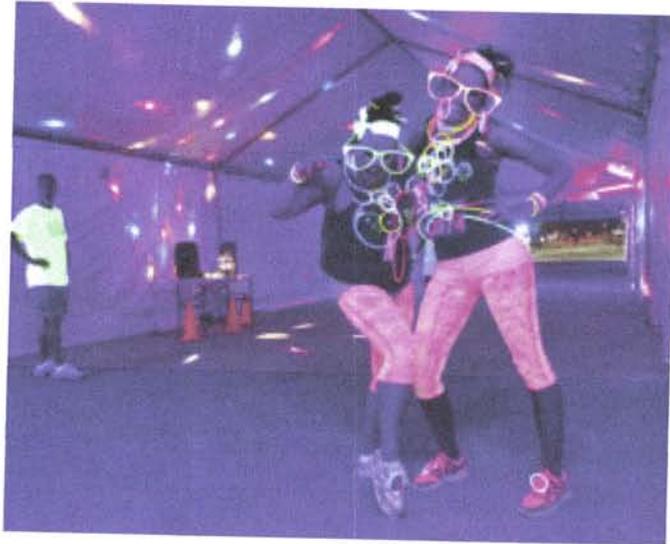
Other Possible Attractions at the Event

Paint booth at start to paint face and decorate shirts
Pre-dance party kick-off
After race dance party
Movie in the lawn (kids and later)
Glow Disc Golf

Example videos and images

<http://vimeo.com/80945719>

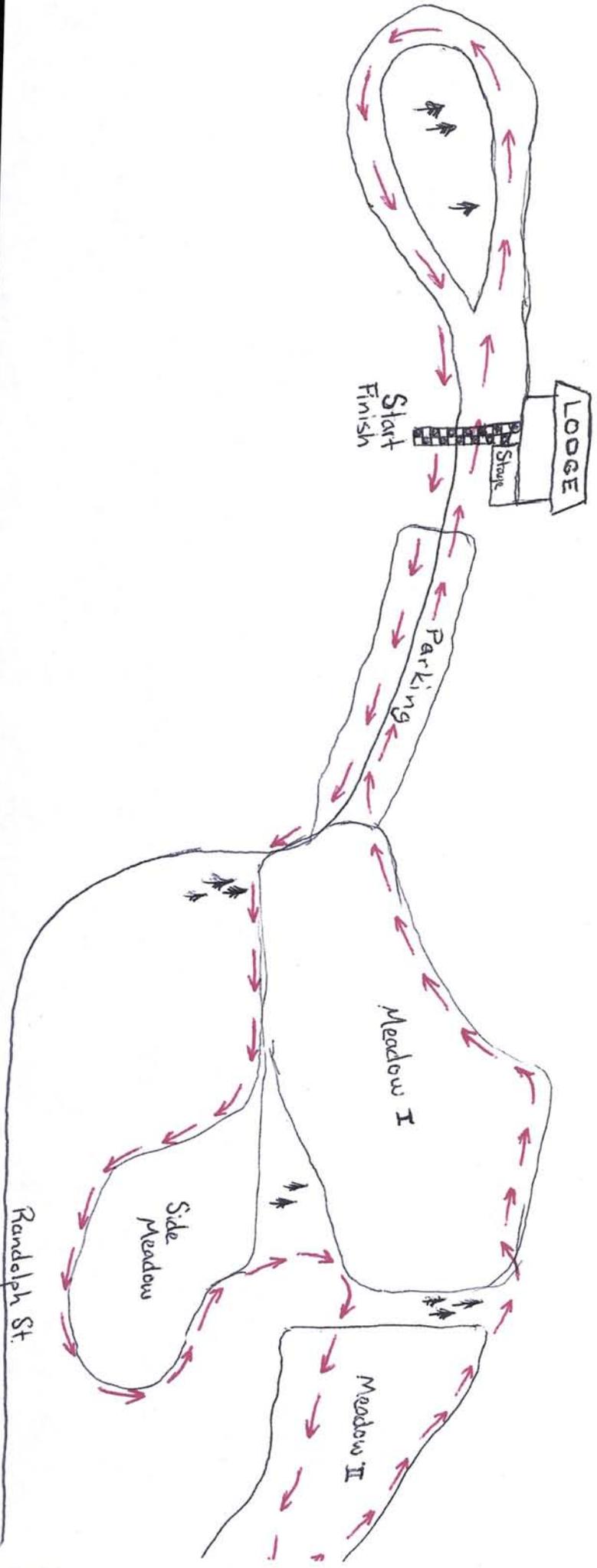
<http://vimeo.com/84343805>



TC GLOW RUN

September 27 2014

27



The City of Traverse City

Office of the Clerk

GOVERNMENTAL CENTER
400 Boardman Avenue
Traverse City, MI 49684
(231) 922-4480
tcclerk@ci.traverse-city.mi.us



Dear Prospective Event Holder:

RE: Parks and Public Land Use in the City of Traverse City

Thank you for your interest in adding to our community by putting together an event in Traverse City! The City of Traverse City strongly desires to coordinate the use of the city's parks and public land in a way that is convenient and smooth for all. Once you submit your application, we will begin touching base with the appropriate city departments and divisions to coordinate the review of your request. We look forward to working with you.

Low Impact and High Impact Park and Public Land usage requests are processed differently and have different requirements, as outlined in the city's Parks and Public Land Use Policy. By answering a few questions, you will be able to determine if your event is considered Low Impact or High Impact under the city's policy. Low Impact uses are approved by the Parks and Recreation Division. High Impact uses are approved by the City Clerk's Office, which coordinates the review process. In some cases, the City Commission must approve a high impact use.

Determining if the event is "Low Impact" or High Impact" under the City's Park and Public Land Use Policy

1. Is the event 3 days or more in duration excluding set up and take down? Yes ___ No
2. Will a for-profit or commercial entity receive direct financial benefit from your event, such as directly selling goods or services? Yes No ___
3. Will you be requesting, or is it likely the City will require, that you utilize City personnel during the course of your event? Yes ___ No
4. Will you be setting up significant infrastructure, such as tents, stages, or amusements? Yes No ___
5. Will you be selling alcohol in connection with your event? Yes ___ No

If you answered no for each question you are considered **Low Impact**.

If you answered yes to any question you are considered **High Impact**.

Benjamin C. Marentette, CMC
City Clerk



**City of Traverse City Application for Park and Public
Land Use Permit High Impact Events**

Please submit at least 90 day prior to event (application must be submitted sooner for reservation requests – see Parks and Public Land Use Policy)

If you are requesting use or closure of city streets, please contact Kim Lautner, Registration/Licensing Clerk at (231)922-4480 or klautner@traversecitymi.gov

Title of Event: TC GLOW RVN

Official Date(s) of Event: SEPTEMBER ~~13TH~~ 27TH

All Date(s) requested, including set up and tear down: SEPTEMBER ~~13TH~~ 27TH

Time(s) of Event: 4pm - 10pm

Name of Park(s) or Public Land(s) Requested: HICKORY HILLS / MEADOWS

General Nature of your Event: RACE, MUSIC
Please attach a detailed narrative of your event.

Expected Number of Participants: 200-1000

Will a for-profit or commercial entity receive direct financial benefit from your event, such as directly selling goods or services? If no, please complete the Low Impact application.

Name of Organization, if any: CREATE TC

Authorized Representative (Applicant): TRAY DAILY

Business Address: 14980 smokey hollow rd.

Phone Number: 231.298.7676 Email: TRAY@DailyMedias.com

Authorized Co-Representative (If applicable): _____

Business Address: _____

Phone Number: _____ Email: _____

Emergency Contact Person(s) during Event:

Name/Title/Phone/Email: jeremy smith 517.320.0020

Name/Title/Phone/Email: MIKE SUTHERLAND 231.883.7890

Name/Title/Phone/Email: MARY DAILY 231.883.2339

1. A detailed narrative describing your event is required. If you will have vehicles on site during your event, detail how many vehicles/trailers you would like to place in the park and their purpose. Did you include the narrative?
 Yes
 No
2. Are you setting up equipment such as tables, portable toilets, public address systems, chairs, etc.?
 Yes
 No
3. Will you be setting up significant infrastructure, such as tents, large structures, stages, or amusements?
 Yes *small stage*
 No
4. Will you be staking or driving anything into the ground such as tents?
 Yes, *you will need to contact MISS DIG and the Parks and Recreation Superintendent 5 days prior to such staking. It is the applicant's responsibility to ensure this is done and that all staking is removed immediately following the event.*
 No
5. Is this a free event to the public?
 Yes
 No, *please attach an outline of ticketed events and prices.*
6. Will there be any water events?
 Yes, *DNR (Michigan Department of Natural Resources) Permits may need to be obtained; please contact the local DNR Office.*
 No
7. Are you using Flames/Fires/Pyrotechnics?
 Yes, *additional insurance is required as well as a hold harmless waiver. Please contact Deputy City Clerk Katie Lowran to obtain specific requirements in advance. You shall also contact the Fire Marshal to obtain information regarding regulatory requirements.*
 No
8. Do you need electricity services?
 Yes, *some parks do not offer electricity; please confirm with Parks and Recreation.*
 No
9. Will there be any entertainment or amplified music?
 Yes, *Compliance with the City's Noise Ordinance is required. For questions, please contact the Noise Control Officer.*
 No
10. Will you need to rent barricades from the City?
 Yes – indicate quantity: _____, *Please contact the Streets Division Superintendent to rent your barricades. All barricades must be picked up and returned to Streets Division at 625 Woodmere Avenue.*
 No
11. Will you need extra picnic tables and/or trash receptacles?
 Yes – indicate quantity: _____ (picnic tables)/ _____ (trash receptacles); *the City will try to accommodate your request, but not guaranteed.*
 No

12. Will you be utilizing signs for your event?
 Yes, approval must be provided by Zoning Administrator Dave Weston.
 No
13. Will items be displayed to the public?
 Yes – indicate quantity: 1 Indicate # of items and/or vendors.
 No
14. Will any merchandise be sold? Include description in narrative.
 Yes – Please describe: swag, shirts, memorabilia
 No
15. Will you be providing shuttle bus services?
 Yes – Please contact Parking Administration to coordinate services and also describe pick up and drop off points in narrative.
 No
16. Will there be any food served or vendors present?
 Yes, you may need a permit from the Grand Traverse County Environmental Health Department Office.
 No
17. Has your organization conducted an event in the City of Traverse City in the past?
 Yes
 No
 - The City requires that you submit letters from three references from public entities attesting to the quality of your event, including a general description of the event.
 - If three such references are not available, then the City requires that you appoint an "Event Planning Committee" consisting of three (3) City residents, and the Event Planning Committee shall be involved in the planning and execution of the event. You must submit the names and contact information for the members of the Event Planning Committee.
 - The City requires that the Parks and Recreation Commission review and provide recommendations to the City Clerk's Office regarding all first-time High Impact Events.
18. Will there be alcohol? Please note that some parks do not allow alcohol and that glass is not permitted on beaches; Parks and Recreation can make any clarification.
 Yes, served and sold.
 Yes, served but not sold.
 No

Insurance Requirements for Alcohol:

Alcohol being Sold: the entity serving the liquor is required to provide a Certificate of Liquor Liability Insurance in the amount of \$1 million per occurrence, naming the City of Traverse City as additional insured. The certificate must list the following as certificate holder: City of Traverse City, c/o City Clerk, 400 Boardman Avenue, Traverse City, MI 49684.

Alcohol being Served, but Not Sold: the entity serving the liquor is required to provide a Certificate of Host Liquor Liability Insurance in the amount of \$1 million per occurrence, naming the City of Traverse City as additional insured. The certificate must list the following as certificate holder: City of Traverse City, c/o City Clerk, 400 Boardman Avenue, Traverse City, MI 49684.

Additionally, if the entity that will be serving the alcohol is different from the applicant, please provide the following information:

Contact person's name: _____

Organization name: _____

Organization mailing address: _____

Contact telephone number: _____

19. **For Open Space Only:** No High Impact Event in the Open Space may use more than two quadrants. Please refer to the attached map *Open Space Quadrant Layout*.

Please indicate which quadrant(s) your event will be utilizing (maximum of 2):

North _____ Y/N

South _____ Y/N

East _____ Y/N

West _____ Y/N

20. **A site plan is required.** Please attached a site plan depicting the location of all of the following, including any other relevant information:

(A) Tents;

(B) Table and Chairs;

(C) Public Address system;

(D) Stages;

(E) Flames/fires/pyrotechnics;

(F) Vending;

(G) Portable Toilets - to the greatest extent possible, they shall be located so that they cannot be seen by outside spectators;

(H) Vehicle/Trailer Parking at event site;

(I) Barricades;

(J) Police.

ADA accessibility requirements must be met, as well as, a 20 foot fire entrance lane for emergency vehicle access. If setting up tents or large structures, the structure's material shall be non-combustible, flame resistant or treated in an approved manner in accordance with the Michigan Building Code. Please check with your supplier to make sure all requirements are met. If a tent or structure has an area in excess of 200 square feet or a canopy is used that is in excess of 400 square feet, it may not be erected before first obtaining a permit from the Fire Marshal. You must contact the Fire Marshal to obtain information regarding a site plan that meets regulatory requirements as well as to schedule an on-site inspection, at least 7 days before your event. An additional permit will need to be obtained from the Fire Marshal.

ALL HIGH IMPACT EVENT HOLDERS – Please read and adhere to the following requirements:

- (a) With the exception of Low Impact Events where nothing is being set up in the park, the applicant shall furnish to the City a certificate of insurance for Comprehensive General Liability Certificate in the amount of \$1 million per occurrence policy, naming the City of Traverse City as additional insured. If alcohol is being served or sold, the applicant shall furnish to the City a certificate of insurance for host liquor liability or liquor liability in the amount of \$1 million per occurrence policy, naming the City of Traverse City as additional insured. The City Clerk may require additional insurance coverage.
- (b) The Applicant shall be liable for all damages both to property and person and shall defend, indemnify and hold harmless the City, its officers, agents, and employees from any and all claims,

liabilities, losses, damages, actual attorney fees, and settlement expenses resulting or arising out of or in connection with the performance of the act for which this permit is issued. The obligations to defend indemnify and hold harmless shall exclude only those matters in which the claim arises out of allegations of the sole negligence or act of the City, its officers, agents or employees.

- (c) For winter events, the applicant shall contract the Street Division Superintendent to address removal of snow
- (d) The applicant shall maintain a 20' wide center lane (10' on both sides of the center line) for emergency vehicles.
- (e) The tent/canopy membrane material shall be non-combustible, flame resistant, or treated in an approved manner in accordance with the Michigan Building Code. On-site inspection will be done by the Fire Marshal. You must contact the Fire Marshal at least 7 days before the event.
- (f) The Applicant shall reimburse the City for expenses such as police, fire, streets, and others as agreed upon between the City and the applicant; the applicant will be billed accordingly.
- (g) The applicant is responsible for any cleanup needed following this event and any damage done to City property will be billed accordingly.
- (h) The rights granted by this permit are revocable at the will of the City of Traverse City, and the Applicant waives any right to claim damages or compensation in the event that this permit is revoked.
- (i) If issued, a permit may not be transferred or assigned.
- (j) A representative of the City Clerk's Office will either provide you a copy of the issued permit, or notify you of any items which need to be addressed prior to permit issuance.

The undersigned, declares and says he/she wishes to be permitted to perform the operation, service or act stated hereon and that the statements made above are true and correct to the best of his/her knowledge and belief, he/she will comply with all provisions of the ordinances of the City of Traverse City (hereafter "City") relative to the operation, service or act for which the permit is requested, and agrees to hold the City free and harmless from all liability which may be imposed upon it, to reimburse the City for all expenses of litigation in connection with the defense of claims as such liability and claims may arise because of negligence in the performance of the work or act for which the permit was issued. The undersigned acknowledges that the City may revoke a permit if the city determines information regarding the event was not accurately conveyed to the City on this application document or if the City's ordinances or policies are violated; and by signing, waives any claims of liability, financial or otherwise, against the City should a permit be revoked. The applicant acknowledges that the City may be required from time to time to release records in its possession. The applicant hereby gives permission to the City to release any records or materials received by the city from the applicant as it may be requested to do so as permitted by the Freedom of Information Act, MCL 15.231 et seq.

Date: 6.17.14

Authorized Applicant Representative:

TRAY DAILY

(Please print)



(Signature)



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** <mlg398@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,

Indigenous Art at Clinch Park

Proposal for an Interim Art Display in the Clinch Park Tunnel

Proposal Team Members:

Tonia Bailey, Derek Bailey, Mark Wilson, Nicki Basch, Pat Putney, Deb Lake, Seamus Shinnors, Gary Howe.

Purpose and Intent:

To honor a historical connection to place and people with public art at Clinch Park with an indigenous theme and perspective.

Proposal:

For the City of Traverse City to host an interim art display in the Clinch Park Tunnel to replace the work by artist Lois Beardslee that was removed during the 2013 Clinch Park improvements.

Background:

Prior to completion of the 2013 Clinch Park Improvements, Anishinaabek art and language was represented on the walls of the Clinch Park Tunnel. Those paintings were in place since at least 1995 and were completed by artist Lois Beardslee. Those paintings created a respectful and reverent reminder for people of all ages and backgrounds of the connection to the people and place of the region. Time and the less than friendly environment in the tunnel had degraded the paintings over the last 20-years. The paintings were faded, some had stains in them, and some had graffiti over parts of them.

In recent months, a series of discussions took place in the community about replacing the Beardslee paintings. Out of those discussions, a group was formed consisting of the members listed above working in coordination with the Parks and Recreation Commission.

It is this group's recommendation, that an interim display be installed in the Clinch Park Tunnel as soon as feasible with a hopeful installation in mid-July. From ongoing discussions, the team supports and recommends a more substantial, interactive art display above ground at Clinch and is committed to coordinate such a proposal through the Parks and Recreation Commission and working with Planning Staff.

The team recognizes that planning for a more permanent and substantial display needs long term planning and more coordination with interested parties. In the interim, the team proposes that the City of Traverse City, with the Parks and Commission and working team above as supporting groups, host a painting of indigenous flora and fauna in the Clinch Park Tunnel.

Art Work:

The proposal is replicate an original work of art on a vinyl banner and attach it to the walls of the Clinch Park Tunnel. Local artist Pauly Raphael will be commissioned to create the piece once the proposal is approved.

Option 1: Install two replicates of the artwork on both walls of the tunnel. Under this option, the individual replicas would run 960" X 36" (80' x 3').

Option 2: (suggested by Parks and Recreation Superintendent) Install four 30-foot banners in similar fashion to option 1. This option would provide variation (possibly artwork representing the four seasons or four directions). This option may also provide easier and less expensive replacement if the artwork is damaged.

Britten Banners has agreed to handle printing of the banners at a reduced cost. It is Britten's recommendation that grommets be placed every 1 foot on all sides of the banners which could be managed by City Staff or Britten.

The concept for this project was inspired by tunnel art from Central Michigan University seen below.



Estimated Costs:

Costs below are for the first option of two 80'x3' banners.

2 Banners	\$1070.00
Art work	\$ 500.00
Installation	\$ _____
Total	\$1570.00

Funding Opportunities and Community Partners:

- City of Traverse City
- Downtown Development Authority
- Private Donations
- Traverse City Film Festival

Timeline:

- June 25: Present to Parks and Recreation Commission for Possible Approval
- July 7: Present to City Commission for Possible Approval
- Early July: Work with City Staff on Implementation Plan; Create Art Work
- Mid July: Install
- July: Honor Ceremony for art and historical paver planned for installation.

Monument and Public Art Policy Considerations:

- **Location:** The Clinch Park Tunnel was chosen primarily because of the precedent set by the previous native art found in this location. In addition, art in the tunnel will help improve the experience of visitors to the park and nearby Bijou theater.
- **Character of Area:** Clinch Park is host to a growing number of visitors and art in the tunnel will add to the identity of the park and the City.
- **Safety factors...:** Art in the tunnel will help increase perceived safety in what is currently a dark and drab tunnel. It will also inhibit potential graffiti.
- **Size of item...:** 80'X3' is in proportion to the tunnel, which is approximately 100' long and over 6' tall. The 3' width is standard banner width and ensures that the banner can be affixed to the flat surface of the wall.
- **Proximity and density of other monuments/art:** The closest Public art is the River Guardian which stands south of the tunnel and across Cass St. There is no conflict between the two locations.
- **Blocking of view corridors to bay...:** The proposed display will not block any views.
- **Appropriateness of item for public display:** The final art piece will add color and interest to the Clinch Park Tunnel and, by extension, Clinch Park. The native art will focus on local flora and fauna and be a celebration of the local environment and the people who live here.
- **Impact on park and public land use:** No negative impacts anticipated.

Upkeep and Maintenance:

No significant upkeep or maintenance is anticipated. The choice to display the artwork on a banner was made in part for this consideration. It was also deemed important to have something easily replaced in the event of damage or general aging of the material. Again, this artwork is proposed as an interim display until a more substantial piece of public art can be implemented.

Questions and Answers
Brown Bridge Trust Fund Ballot Proposal

(Prepared June 20, 2014)

Q: What is the wording that will appear on the November 4, 2014 ballot?

A: Shall the Charter of the City of Traverse City, Section 129, which currently provides that the principal of the Brown Bridge Trust Fund may only be used upon approval of the voters, be amended to allow the City Commission for a period of five years to place that part of the Brown Bridge Trust Fund principal that exceeds a minimum principal amount of twelve million dollars (\$12,000,000) in a separate trust fund to be used for City park capital improvements when matching funds can be secured from outside sources?

Q: What is the Brown Bridge Trust Fund?

A: The City's Brown Bridge Trust is funded by revenue from oil and gas exploration rights and royalties located on the on the 1,300-acre Brown Bridge Quiet Area property 11 miles south of Traverse City. The fund was created by charter in 1978 and has been accessed only twice by means of an Ask for specific projects. Those involved a property purchase on West Bay in 1987 and to acquire additional property adjacent to the Brown Bridge Quiet Area in 1994. In 2007, a proposal to Amend the Charter to use Trust Fund principal in excess of \$9 million dollars was rejected by the voters 45% to 55%.

The Brown Bridge Quiet Area is managed by the City via a contract with the Grand Traverse Conservation District. The Brown Bridge Advisory Committee was established by the City Commission on October 4th, 1993 and serves under the direction of the City Manager. You can learn more about the property at www.traversecitymi.gov/brownbridge.asp.

Q: If approved, what will the money be spent on and who will decide what projects move forward?

A: The proposal requires matching funds to be received as a condition to spending the funds. The City will work from existing plans such as the Five-year Parks and Recreation Plan, the Master Plan, and other plans to develop projects that will be reviewed on a case by case basis. Public input will be sought via various commissions and boards, as well as interested resident groups and partner organizations. In the end, the City Commission must approve all expenditures related to capital projects. Please note, there is no guarantee that all the money made available will be spent.

Q: What happens to the money after the five year period if it hasn't been spent?

A: The wording of the resolution to amend the charter suggests that the money deposited into the separate trust fund would be for a period of five years. If matching funds were not secured before the end of that period (November 5, 2019) the funds could be returned to the Brown Bridge Trust Fund.

Q: Why is there a matching funds requirement?

The matching funds requirement is intended to leverage the Trust Fund money for greater impact. The intent during City Commission discussions was that the estimated three-million dollars to be made available would in effect provide up to six-million dollars for park improvements over the five-year period.

Q: Where will matching funds come from?

A: The ballot proposal requires that the withdrawn money may only be spent if matching funds are secured. Those funds may come from neighborhood groups, sponsorships, grants, or other means as long as it is not City funds. The City will work with interested partners to find outside funds for specific projects as those opportunities present.

Q: What is the current value of the Brown Bridge Trust Fund?

A: As of the end of fiscal year 2013-14, the trust fund was over \$13.2 million. The fund has averaged \$382,804 annually in revenue from the oil & gas royalties since the year 2000. That revenue is added to the principal amount in the Trust Fund.

Q: Does the City collect any interest from the trust fund?

A: Yes. The fund has averaged \$345,922 in interest revenue since the year 2000. That interest revenue is deposited into the City's general fund on an annual basis.

Q: Does the charter amendment require a three-fifths (3/5) majority vote to go into effect?

A: No. The request is to amend the charter to allow any amount above \$12,000,000 for a period of five years to be placed in an independent fund for parks. Based on past growth in the fund, it is expected that after a five year period around \$3,000,000 will have been made available.

Q: May the City Commission or any other board or commission campaign in favor of the ballot proposal?

A: No public funds may be used to campaign in favor of the ballot proposal. Individuals on official City boards and commissions, including City Commissioners, may campaign in favor of the ballot proposal, but may not do so in their official capacity as local officials.

If anyone wishes to campaign in favor, or against, the proposal and they anticipate receiving and spending funds, it is required to establish a Ballot Question Committee with the State of Michigan.

You can find more information at: http://www.michigan.gov/documents/BQ_MANUAL1_71508_7.pdf



NOTICE

THE CITY OF TRAVERSE CITY PARKS & RECREATION
COMMISSION REGULAR MEETING SCHEDULED FOR
THURSDAY, JULY 3, 2014
HAS BEEN CANCELLED

THE MEETING HAS BEEN RESCHEDULED AS A SPECIAL
MEETING ON WEDNESDAY, JUNE 25, 2014 AT 6:30 PM

Posted: 6-23-2014

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.

Memorandum

The City of Traverse City

TO: Parks and Recreation Commissioners
FROM: Lauren A. Vaughn, Parks and Recreation Superintendent
RE: Superintendent's Report
DATE: June 20, 2014



On Monday, June 9 at 7:00 p.m., Adam Portz with the S.E. Group presented the Hickory Hills Master Plan at a joint City Commission / Garfield Township Board Study Session. We have been asked to weigh in on the plan and to hopefully make a recommendation to the City Commission to adopt the plan to guide the future of Hickory Hills. I am attaching the master plan as an attachment to the e-mail which sent this agenda packet to you. It is also available on the City's website at:

http://www.traversecitymi.gov/downloads/hh_master_plan_140602_1.pdf

Please take a few minutes to review the plan and be ready to discuss it next Wednesday.

On June 10, the Michigan Natural Resources Trust Fund Executive Board toured Clinch Park and several other area project sites during their 2 day visit and meeting in the Traverse City area. The tour provided them an opportunity to see the project sites and allowed us an opportunity to thank them for their work that allows Michigan communities to acquire and improve park and recreation lands and facilities.

On June 19, Bryant Park became the site for a new accessible walkway on the beach, to allow all users a chance to get near the water's edge. "Access for Everyone" is the name of the campaign of the Disability Network - Northern Michigan's drive to make area beaches accessible for all people. This is a wonderful addition to the Park.

See you Thursday, June 25th.

TO: Park and Recreation Commissioners
FROM: Lauren A. Vaughn, Parks and Rec. Sup't.
DATE: June 20, 2014



SCHEDULE OF UPCOMING EVENTS

June 25, 2014 – Special Meeting – 6:30 p.m.

July 3, 2014 – Regular Meeting – 6:30 p.m. (**CANCELLED**)

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

August 22, 2014 – End of Day Camp

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