

Notice
City of Traverse City and Charter Township of Garfield
Recreational Authority Board of Directors
Regular Meeting

7:00 p.m.

Wednesday, October 7, 2015

Second Floor County Committee Room, Governmental Center
400 Boardman Avenue
Traverse City, MI 49684

Posted: 10-2-15

The Authority 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, Michigan 49684, 922-4440, TDD: 922-4412, 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.

Recreational Authority Board of Directors
Matthew Cowall, Executive Director
324 Munson Avenue
Traverse City, MI 49686
(231) 929-3696 TDD: (231) 922-4412
<http://www.traverscitymi.gov/recauthority.asp>
mcowall@liaa.org

Agenda

Roll Call.

1. Consideration of approving the minutes of the regular meeting of August 5, 2015. (Matt Cowall)
2. Reports. (Matt Cowall et al)
 - Grand Traverse Conservation District
 - Hickory Meadows Power Line Project
 - Event facility management
 - EPA Cleanup Grant activities
 - Historic Barns Park construction updates and road planning
 - Quarterly Reports and other updates from Management Entities at Historic Barns Park (Botanic Garden, SEEDS)
 - Community Gardens
 - Any reports from Board members
 - Executive Director's report and possible verbal updates
3. Consideration of revised land allocations at Historic Barns Park. (Matt Cowall, MOU Committee, Community Gardens)
4. Consideration of tree planting request for Historic Barns Park. (Matt Cowall, SEEDS)
5. Consideration of an application for a Rotary Charities Planning and Development Grant. (Matt Cowall)
6. Consideration of snowplowing services. (Matt Cowall)
7. Report regarding payment of expenditures. (Matt Cowall)
8. Public Comment.
9. Adjournment.

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: MINUTES

Attached are the minutes of the regular meeting of July 1, 2015.

The following motion would be appropriate to approve the minutes:

That the minutes of the regular meeting of July 1, 2015, be approved.

K:\recreationalauthority\packetcommunications\20151007.docx

Minutes

The City of Traverse City and Charter Township of Garfield Recreational Authority Board of Directors

August 5, 2015

A regular meeting of the Recreational Authority Board of Directors was called to order in the Upper Level Meeting Room, Visitor Center, Historic Barns Park, 1490 Red Drive, Traverse City, Michigan, at 7:03 p.m.

The following Directors were present, constituting a quorum: Ross Biederman, Chair; Tim Hughes, Treasurer; Mattias Johnson; and Matt McDonough.

The following Directors were absent (excused): Michael Groleau, Secretary; Molly Agostinelli; and Jeanine Easterday.

Chair Biederman presided at the meeting.

1.

The first item being “Consideration of approving the minutes of the regular meeting of July 1, 2015,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director

Moved by McDonough, seconded by Hughes, that the minutes of the regular meeting of July 1, 2015, be approved.

CARRIED.

2.

The next item being “Reports,” Chair Biederman introduced this matter. The following individuals addressed the Board:

Matt Cowall, Executive Director

Brianna Bidwell, Two B Events
Tonya Lewandowski, ECT
Ray Kendra, Environment Architects
Karen Schmidt, BGHBP
Juliana Lisuk, SEEDS
Michael Haynes, TCCG

Moved by Hughes, seconded by McDonough, that the Executive Director be authorized to approve payment to Northern A-1 Services, Inc., in the amount of \$2,800 for the trucking and disposal of lead-contaminated overhead doors from Building 223 at Historic Barns Park, with funds available under the US EPA Brownfield Cleanup Grant.

CARRIED.

3.

The next item being “Review of preliminary future road scheme for Historic Barns Park,” Chair Biederman introduced this matter. The following individuals addressed the Board:

Matt Cowall, Executive Director
Tonya Lewandowski, ECT
Ray Kendra, Environment Architects
Scott Jozwiak, Jozwiak Consulting
Karen Schmidt, BGHBP
Brianna Bidwell, Two B Events
Michael Haynes, TCCG

No action was taken.

4.

The next item being “Consideration of wayfinding signage for Historic Barns Park,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director

Moved by McDonough, seconded by Johnson, that the Board approves the wayfinding signage design for Historic Barns Park.

CARRIED.

5.

The next item being “Consideration of proposals for auditing services,” Chair Biederman introduced this matter. The following individual addressed the Board:

Moved by Hughes, seconded by Johnson, the Chair and Secretary be authorized to execute a three-year agreement for Auditing Services with Dennis, Gartland & Niergarth in the amounts detailed in its proposal dated August 3, 2015, with funds available in the Operating Fund, Professional Services Line Item, such agreement subject to approval as to its substance by the Executive Director and its form by General Counsel.

CARRIED.

6.

The next item being “Consideration of fund agreement with the Grand Traverse Regional Community Foundation,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director

Moved by McDonough, seconded by Hughes, that the Chair be authorized to execute the Historic Barns Park Connector Phase Fund Agreement with the Grand Traverse Regional Community Foundation.

CARRIED.

7.

The next item being “Report regarding payment of expenditures,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director

No action was taken.

8.

The next item being “Public Comment,” Chair Biederman introduced this matter. The following individuals addressed the Board:

Karen Schmidt, BGHBP

There being no objection, Chair Biederman declared the meeting adjourned at 8:44 p.m.

Matt Cowall, Executive Director

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

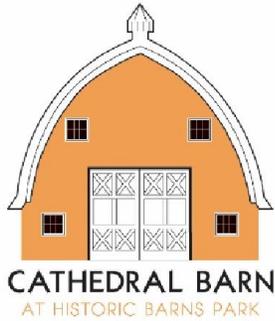
DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: REPORTS

Expected reports include:

- Grand Traverse Conservation District
 - Hickory Meadows Power Line Project
- Event facility management
- EPA Cleanup Grant activities
- Historic Barns Park construction updates and road planning
- Quarterly Reports and other updates from Management Entities at Historic Barns Park (Botanic Garden, SEEDS)
- Community Gardens
- Any reports from Board members
- Executive Director's report and possible verbal updates



Monthly Board Report Wednesday, October 7, 2015

Event Schedule Re-cap:

2015 Events to date: 18

- Weddings (13)
- Corporate/Other (5)
 - o Book Launch
 - o Open House
 - o Old Town Playhouse Black & White Gala
 - o Rotary Club Luncheon & Meeting
 - o Hard Cider Festival

2015 Events Remaining: 5

- Weddings (3)
- Corporate/Other (2)
 - o MI Preservation Barn Tour
 - o Grand Traverse Young Life Dinner Event

Total events for 2015: 23

Total events scheduled for 2016: 17

Inquiries to date: 103

New reservations: 18

Date changes: 1

Cancelled events: 1

2015 Revenue prior to April 15, 2015	\$50,000
<u>Additional revenue after April 15, 2015</u>	<u>\$7,750</u>
Grand Total YTD Revenue	\$57,750

2016 Revenue prior to April 15, 2015	\$12,000
<u>Additional revenue after April 15, 2015</u>	<u>\$40,000</u>
Grand Total YTD Revenue	\$52,000

Barn Updates:

- Hired At Your Service (AYS) Cleaners to perform routine cleanings after events
- Trend Window & Design installed entrance shades for sun protection and temperature control
- Finalized the 2015 Key Waiver, Release of Liability, and Indemnification Agreement which has streamlined access for select vendors during peak season. One (1) barn key has been issued to each of the following companies:
 - o GJ's Rentals (granting access for dropping off & picking up rentals, ie; tables/chairs)
 - o AYS Cleaners (granting access for cleaning services)
- Currently securing additional bids for floor mats. In the process of selecting a vendor who offers mat rental services in effort to protect the wood floors from dirt, etc. that is tracked in from outside. Prospective vendors are as follows:
 - o Cintas
 - o Continental Linen Service (CLS)
 - o Arrow
- Currently securing bids for directional event signage. In the process of selecting a company who offers movable A-frame signs which will HBP an opportunity to manage event parking more effectively. Prospective companies are as follows:
 - o Image 360
 - o Fast Signs
 - o D&D Signs
 - o Attitude & Experience
- Purchased two magazine ads (1/2 page in each) from the MyNorth Weddings and Meetings Magazines in effort to promote the barn and capture both local social and corporate audiences

Ongoing items:

- Website updates to include new pictures and content
- Looking into registering the barn on The Knot and Wedding Wire
- Working on revising current rental documents which will include:
 - o Updates to the contract (ie; adding a security deposit, etc.)
 - o An addendum for date changes - NEW
 - o A cancellation notice - NEW
- Working to establish proposed holiday rates and 2017-2018 rental rates for further review and consideration
- Working to establish a transportation package which will allow the user to rent the venue, inclusive of a transportation service (in effort to minimize poor transportation scheduling and/or lack of transportation by the user)



SEEDS at the Historic Barns Park: Third Quarter 2015

1. *Work proactively and cooperatively.*
 - a. MOU partners have been in near constant communication related to the timing and scope of lead abatement as well as the new garage door installations and volunteer painting project on Building 223. The Home Depot volunteer day was a success. The newly painted 223 is well on its way to a much needed facelift and we are grateful for their donation of time, skill, and painting materials. The garage doors arrived and were installed shortly after. Thanks for all the communication and cooperation, and special thanks to BGS who procured funding for all of the garage doors!
 - b. Mike Davis, MSU Master Gardener continues to deep mulch garden and encourage pollinators to visit.
 - c. We will coordinate our next meeting for consensus on TCCG partnership.

2. *Create and maintain beautiful borders in order to add to the **visual interest and ecological diversity** on the property.*



- a. The SEEDS Farm Youth Corps crew has taken hundreds of plant cuttings from edible and useful plant species from all over the region in order to propagate our own plants for new Edible Trails Project sites including Farm borders at HBP. Plants propagated include; Mulberry, Jostaberry, Red Currant, Black Currant, Gooseberry, Barlet Pear, Hardy Kiwi, Northern Bayberry, Elderberry, Nanking Cherry, Silver Buffaloberry, Highbush Blueberry.



3. *Support the development of a comprehensive energy plan.*

- a. Our new solar irrigation has been working flawlessly. We have had no water pressure issues with our drip irrigation system and it pleases us to know the sun is helping the plants to grow in a multitude of ways as we remove yet another fossil fuel from our agricultural production. **There will be a ribbon cutting ceremony for the panels on September 25.**
- b. The primary Energy Plan Strategies were presented at the RA's June 10 meeting for partner input and we are using the fourfold strategic framework suggested by our advisors:
 - i. A conceptual design phase is the time to *think big*.
 - ii. Aim for *triple-net-zero*.
 - iii. The flow of energy and power should *be transparent* to visitors.
 - iv. Prioritize reaching the *K12 audience*.
- c. More detailed reporting on this very soon!



SEEDS AmeriCorps VISTA member, Kyle Huggett, helping install the 12 solar panels at the Historic Barns Park.

4. *Continue to develop the quality of the educationally focused farm operation.*

- a. Vegetables grown at the SEEDS Farm have been used by local food trucks, in lunches for the SEEDS Youth Corps and summer camp students, stored for future cooking classes, and used to prepare a lunch for Home Depot volunteers who painted Building 223 in Historic Barns Park where the vegetables and many other tools of the SEEDS trade are currently stored.
- b. The harvest this season included a variety of food such as radishes, rhubarb, garlic scapes, beets, basil, tomatoes, garlic, mint, lemon balm, potatoes, broccoli, and more. One member was inspired to sing Italian opera to the garlic as it grew – and did we ever get a bumper crop of 1,500 large heads! This fall we look forward to harvesting even more produce, such as onions, leeks, tomatoes, hot peppers, and cabbage.
- c. A Wine Cap (Garden Giant, King Stropharia) Mushroom Patch was created at the SEEDS Farm. We used woodchips that were produced through the removal of invasive species out of local wetlands and are turning them into delicious and protein rich mushrooms!
- d. We just applied cover crops to some of the veggie beds and nursery beds. We've added about 6-8 yards of compost to the production sites as an organic soil amendment. We used no till techniques, which included lots of hand weeding and using a broadfork to aerate the soil, to help maintain microorganisms within our soil.



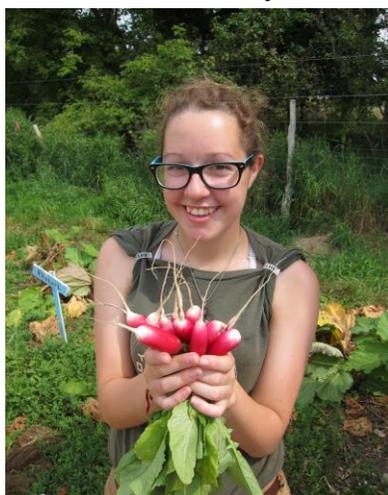
Utilizing the no-till organic farming method.

- e. Permanent irrigation lines were extended to include a set of beds for the Edible Trails nursery. We used sheet-mulching to out-compete the grass and get plant beds established, which will require much less weeding than bare soil. Once the cardboard is layered down, we add a thick layer of compost and woodchips on top, then seed our preferred plants into the compost.



5. Continue building educational programming in relation to the site by prioritizing the development of **high quality, long term program relationships with select students.**

- a. A Youth Corps Crew of three high school girls – Maya, Anna, and Rachel who all attended the TBA-ISD’s Career Tech program in Agriculture & Natural Resources – spent the summer working on the SEEDS Farm learning all aspects of growing a diverse spread of fruits and vegetables. The young women learned skills from farm to market to table! They amended soils, planted, weeded, harvested and built fences and trellises. They had formal opportunities to improve their cooking skills through the critically acclaimed Cooking Matters™ curriculum, learned to can produce with MSU Extension and Oryana, were involved in completing business transactions with produce sales and also managed the Downtown Traverse City Sarah Hardy Farmers Market.



- b. This summer also included student volunteer visits from Traverse City West Middle School, The Greenspire School, and SEEDS After School programs.

Maya: We used the vegetables and fruits we grew and created epic meals. This job supplied me with the tools to eat healthy now that I’ve moved into my first apartment. I have been buying organic and reading the ingredients of each product in depth. Working with SEEDS was by far the best job I’ve ever had, and it has supplied me with great amounts of experience and references to create a better future for myself!



6. *Dedicate fundraising and friend-raising capacity specifically toward investment in Historic Barns Park.*

- a. Panoramic Electric donated \$5000 worth of services toward the grid-connected redesign and installation of the solar irrigation system. NMC donated \$2230 worth of solar panels.
- b. A blend of public and private funding sources have supported Youth Corps work at the SEEDS Farm including the Biederman Family Foundation, the Grand Traverse Band of Ottawa and Chippewa Indians and others.
- c. SEEDS is helping incubate the Edible Trails Project and has provided garden and nursery cultivation space at the SEEDS Farm. Big Thanks goes out to Archangel Ancient Tree Archive for donating the tools and techniques that were used for plant propagation and to Anna Blight with the Career Tech Center's Ag Science program for housing cuttings in their propagation room.
- d. The Oleson Foundation has a tradition of investment in HBP including \$30,000 recently awarded to SEEDS specifically to help with Phase I renovations of Building 223. We will prioritize façade finishes as well as planning documents for interior renovation. The basement flooding remains a bit of mysterious conundrum.



- e. We are in the midst of planning a collaborative Great Lakes Bioneers event with the Neahtawanta Center, Taste the Local Difference, ISLAND, Edible Trails Project and others for October 24. A keynote speaker, Severine von Tscherner Fleming (thegreenhorns.net) will speak to the public about the next generation of young farmers followed by a panel discussion. Additional activities will include tours of HBP, planting garlic at the SEEDS Farm, tree planting and other perennial landscaping, food preservation demonstrations and general autumnal frivolities such as cider pressing.





September 1, 2015

Matt Cowall
LIAA Communications & Development Director
Executive Director - City of Traverse City and
Charter Township of Garfield Recreational Authority
324 Munson Avenue
Traverse City, MI 49686

Dear Matt,

I am delighted to submit the Quarterly Report from The Botanic Garden at Historic Barns Park, for the period of June 1, 2015 through August 31, 2015 and share our progress with you and the Recreational Authority. As you know, the BGHBP board utilizes a Strategic Planning Process to determine its annual and 3-year goals. Each Quarterly Report presents the progress we have made in the current year's goals over that three-month period. The twelve goal areas for 2015 are: to establish a long-term lease, to explore Executive Director options, to contract for identified accounting services, to assist and support efforts for future road design & construction in the park, to develop a comprehensive marketing plan, to implement the 2015 fund development plan, to provide exciting and enjoyable experiences to visitors of the Garden through the completion the Walled Garden, completion of the Silo Pool & Fountain, replacement of the Wagon House roof, renovation of Building 223's exterior, and expansion of the present garden plantings, and to build the board through the recruitment of new board members.

Please feel free to contact me if you have any questions.

Sincerely,

Karen Schmidt,
Botanic Garden Board Chair



Mission: Public gardens have a powerful and positive impact on the health, environment and economy of a region. They make it a better place to live. The mission of BGHBP is to design build and manage a year-round botanic garden in Northwest Michigan for the purposes of botanical and environmental preservation, education and research, and the enjoyment and renewal of citizens and visitors

Quarterly Report

September 1, 2015

GOAL #1 – LONG TERM LEASE – Because donors, members and board directors need an assurance that their investment in the Garden will be protected across time: By December 2015 a long-term lease will be in place:

- a. During last quarter The Botanic Garden continued conversations with the Recreational Authority board, Garfield Township and our respective attorneys regarding the completion of a long-term lease for the Garden.
- b. The attorneys of both the RA and Garfield Township are reviewing a draft of a long-term lease and a final recommendation will be shared with the Recreational Authority and Garfield Township boards upon completion, with the goal of approval by both entities by year's end.

GOAL #2 – EXECUTIVE DIRECTOR – Because the needs and responsibilities are expanding as the garden develops, by January of 2018 a Botanic Garden Executive Director will be hired.

- a. During the third quarter, work continued on the exploration of the roles and responsibilities of an Executive Director for the Garden, with input from the American Public Garden Association.

- b. This quarter the board continued to explore possible funding sources for this position. We recognize that funding this position will be the greatest challenge.

GOAL #3 – CONTRACTED ACCOUNTING SERVICES – Because accounting responsibilities continue to accrue as the expanding Garden’s revenues and expenditures increase, by December 2015, The Botanic Garden will have hired the services of a professional accounting firm for items such as the 990 report, an audit/financial review, etc.

- a. During the third quarter, Dennis, Gartland & Niergarth worked to complete a financial procedural review for the Garden.
- b. During the fourth quarter the board will review any recommendations made by Dennis, Gartland & Niergarth for adjustments in our financial procedures and work to implement those changes.

GOAL #4 – ROADS, LIGHTING AND SIGNAGE – Because the Botanic Garden and the Historic Barns Park are both negatively impacted by the poor condition and placement of the present roads, limited parking, and the lack of lighting and signage: By December 2015 a formal group, made up of The Botanic Garden, the Recreational Authority and other supportive parties will address shared infrastructure issues, including roads, storm-water control and diversion, parking, lighting and signage, and assist each other in pursuing funding and design work for that infrastructure.

- a. During the third quarter, the Botanic Garden continued to pay for the design services of the Nelson Byrd Woltz team for road design work.
- b. During the third quarter, representatives from the Botanic Garden continued to coordinate with E.C.T. engineer Tonya Lewandoski, Matt Cowall and Molly Agostinelli of the Recreational Authority, Brian Vandenbrand of Garfield Township, Scott Jozwiak Consulting and the design team from Nelson Byrd Woltz Associates on the design for future roads at the park. Road design work continued to evolve and change as input from the Grand Traverse Fire Department and the Wetland Delineation work was considered. New draft design plans have been completed during the third quarter and will be presented to the Joint Planning Commission for approval.

GOAL #5 – MARKETING – Because the Garden needs to increase public awareness, support and participation: By December of 2015, The Botanic Garden will draft and complete a comprehensive marketing plan, while continuing present marketing efforts.

- a. During the third quarter a BGHBP board member, who is co-owner of New Era Social Media, assisted in the development of a marketing plan. Last quarter, she improved and expanded our Facebook platform, introduced event options, videos and ads and began updating information on our website.

- b. During the third quarter, BGHBP linked our website to Donor Perfect, increasing the contact reach of the website.
- c. During the third quarter BGHBP marketing efforts resulted in two television features and numerous newspaper and magazine article features.
- d. During this quarter the Garden held a Media day, providing a presentation, tour and lunch for representatives of local TV & radio stations, newspapers and magazines.

GOAL #6 – FUND DEVELOPMENT - Because a diverse and strong revenue source is critical to the operation and growth of the Garden: By December of 2015, The Botanic Garden will implement the fund development plan recommended at the November 2014 Strategic Planning Session. The development plan implementation will address each of the elements (membership, annual giving, planned giving, grants, endowments, donations, events, newsletters, marketing) using the timeline defined in the development calendar. Donor Perfect On-line software will be implemented to support a number of these elements.

- a. During the third quarter, through the website, Facebook and personal contacts, the Garden focused heavily on new memberships and membership renewals.
- b. During the third quarter grant application work continued, with a focus on funding for an irrigation system, handicapped accessibility, tree purchases, and repairs for Building 223.
- c. During the third quarter, the Garden's administrator and a skilled volunteer continued work expanding the Donor Perfect software system, implementing the donation and membership components and linking the Donor Perfect system to our website.
- d. Venue rental continues to be an important source of revenues for the Garden. During this quarter there was a significant increase in rentals of the visitor center meeting room and garden areas (see list on page 8).

GOAL #7 – WALLED GARDEN – Because the Walled Garden will bring a whole new level of beauty and function to the Botanic Garden and the park, to be enjoyed by thousands, its completion is an important goal: By December of 2015, the design and initial construction of the Walled Garden will be completed, including walkways, plantings, fences and screens. Additional features (fountain, main gate, etc.), including the adjoining Secret Garden, are scheduled for completion in 2016.

- a. During the second quarter, the Garden completed the installation of the tack room's green roof with Nate Griswold of Inhabitect, through a hands-on workshop in 'Green Roof Construction' with 13 participants. One of the Garden's donors was so delighted with the results she has offered to fund a second green roof on the small stairway enclosure on the Pavilion. An informational banner describing the construction and benefits of a green roof was installed in front of the green roof.
- b. During the third quarter, Nelson Byrd Woltz designers visited the site and updated their landscape plan for the Walled Garden, exploring unique plant selections that would do especially well in the warmer environment of the enclosed garden. The design team

- returned to Traverse City in July and expanded their work on the Walled Garden, as well as the Sugar Maple Allee and Hillside Garden north of the Visitor Center.
- c. This quarter TrueNorth Landscape donated their services to remove the sand from the floor of the Walled Garden and brought in and spread topsoil and compost in the designated garden beds.
 - d. This coming quarter, volunteers will remove the roots of trees and bushes around the outer perimeter of the Walled Garden, in preparation for landscape work, when a number of trees and shrubs will be installed around the west and northwest outer border of the walls.
 - e. This quarter we met with Perfect Fence to arrange for the removal of the old chain link fence and to get a bid on the construction and installation of new cedar fencing. We will pursue a number of bids for the cedar fence project. In the meantime, temporary safety fencing will be installed along the outer west and north walls, allowing the Garden to prepare the soil for the planting of trees and shrubs that will go between the foundation and the new fencing.
 - f. Nelson Byrd Woltz designers are presently exploring a variety of firm but permeable paver options for the Walled Garden walkways, which we hope to have installed this fall or next spring.
 - g. This quarter the Garden worked with Ellibee Irrigation to develop an irrigation plan for the Garden. We will be posting an RFP for the first phase of irrigation this month, which will include the main control box and irrigation for the Walled Garden and Sugar Maple Allee. We are writing grants to help fund additional phases of the irrigation system at this time.

GOAL #8 – SILO POOL AND FOUNTAIN – Because a water feature in the footprint of the historic silo is a wonderful addition to the Visitor Center courtyard and will add to the experience of visitors: By December of 2015, the silo pool will be completed and landscaped, including the mechanics of the pump and waterfalls, and the planting of the model ‘constructed wetland’ in the upper tier.

- a. Last quarter, skilled workers from Hallmark Construction and Lightening Turtle Landscape, in collaboration with Nelson Byrd Woltz Associates, completed the concrete 3-tier silo pool and fountain, using the original silo foundation as the upper tier’s wall. The fountain’s lighting has been especially enjoyed during evening events at the Garden and Barn.
- b. This quarter, BGS put in additional landscaping around the pool with 300 new plantings. This native wildflower garden between the Historic Barn and the Visitor Center will not only provide a wonderful palette of color to that garden, but an outstanding source of habitat for native pollinators and insects that are food sources for native Michigan birds. We are already seeing an increase in butterflies, hummingbirds, dragonflies and bees in that garden.
- c. The Silo Pool, Fountain and Rose Conversation Circle have become popular spots for wedding pictures and other photography opportunities.
- d. This quarter the Garden has written and submitted several grants for the funding of a v-shaped accessible ramp that would connect the lower level pool area to the upper level pavilion, so visitors with wheelchairs, walkers, etc. can easily access both levels of the

Garden and park. Nelson Byrd Woltz completed the design work for the ramp and we have obtained a cost estimate (\$27,000) for grant purposes. Munson Medical Center, the Pavilions, NW MI Council of Governments, The Disability Network, and the Munson Rehabilitation Department have all written letters of support. We hope that success with these grants will allow us to make the Garden more accessible.

GOAL #9 – WAGON HOUSE ROOF – Because the old roof of the Wagon House contained asbestos and was removed as part of the environmental decontamination work by Northern A1, and because the Garden’s goal is to restore that structure as a classroom and venue space: By December of 2015, the Wagon House roof will be replaced and the exterior walls painted.

- a. During this past quarter, the Garden hired Hallmark Construction to reinforce the Wagon House rafters to support the weight of a new roof and to install a layer of plywood on the roof as a base for a membrane. In addition, Hallmark is installing the necessary blocking and scuppers to support the future installation of a green roof on both flat roof sections of the Wagon House, in consultation with Nate Griswold of Inhabitect. The Garden also hired Mike Schmerl to install 64 stanchions on the middle section of the Wagon House roof, which will support the installation of future solar panels. The Garden also hired Springfield Roofing to install a membrane roof on the Wagon House, when the reinforcement, blocking, scuppers and stanchions are in place. By fall, we will have a secure code-approved roof on the Wagon House that will support both our future green roofs and solar panels.

GOAL # 10 – BUILDING 223 & 221 – Because the exterior of Building 223 (the 95-year-old Blacksmith Shop) was in extremely poor condition, with peeling lead-based paint, rotting eaves and soffits, and badly deteriorated garage doors, and because this building’s appearance had a negative impact on the park and Garden itself, the goal was to collaborate with SEEDS to repair and repaint the building and replace the garage doors.

- a. During the third quarter, Northern A-1 removed the lead paint from the exterior of Building 223 and removed the old garage doors.
- b. During the third quarter the Home Depot’s ‘Team Depot’ adopted the Botanic Garden as a community project and donated their paint and labor. Forty-seven Home Depot employees from seven Northern Michigan stores painted the Blacksmith Garage (223) and the Wagon House (221) and planted over 25 shrubs in the garden.
- c. During the third quarter, the Garden wrote and received two grants to cover the cost of garage doors on Building 223 for both SEEDS and the Botanic Garden. SEEDS also obtained a grant to help with restoration work on 223 and applied part of that grant towards the construction of new soffits on the building, with the work being done by SEEDS workers. The new doors were installed by Overhead Door Company and, combined with Home Depot’s attractive paint job and new soffits, there is a HUGE difference in the appearance of, and accessibility to that building.

GOAL #11 – BOARD CAPACITY – Because a diverse and robust board, with clear guidelines and policies, bring strength to an organization: By December of 2015, the capacity of the Botanic Garden board will be increased through the addition of at least four new board members, and the review and revision of present by-laws and board policies.

- a. During the third quarter, the board continued the recruitment of new board members, with an emphasis on individuals with a background in Development. The board welcomed Liz Clouse, who will serve as our Master Gardener liaison. Another new candidate, with an extensive background in grant writing and development, has been approached and will be considered at the September board meeting.
- b. Work on the updates to the Garden’s by-laws and policies has been rescheduled for the fourth quarter, when the board is not as heavily scheduled with summer and fall events and projects.

GOAL #12 – EXPANSION OF PRESENT GARDEN PLANTINGS - Because the heart of a botanic garden lies in the plants themselves: By December of 2015 the Botanic Garden will expand the number of both container plants and in-ground plantings.

- a. During this quarter, the Garden replaced the stunning display of spring bulbs with a wide variety of summer annuals in the Visitor Center’s White Garden and the 18 containers surrounding the Visitor Center. In addition, hundreds of native perennials were planted in the Visitor Center South Garden. Botanic Garden volunteers and volunteers from the Ma-me-ne-sewong Garden Club donated almost 300 hours of time planting these gardens.
- b. During this quarter, an additional 70 new shrubs and ornamental grasses, donated by MSU as a part of our collaborative plant trial program, were planted around the Pavilion, the Visitor Center, and the Labyrinth trail. Another 30 shrubs will be planted this fall as a part of this plant trial. Planting bees were held on July 30 and August 6, with 25 additional volunteers participating.
- c. During this quarter, designers from Nelson Byrd Woltz Associates and our horticulturist, Laurel Voran, selected the plants that will be ordered and planted within the Walled Garden, focusing on unique plants that will thrive in the warmer, more protected environment within the Walled Garden.
- d. During this quarter, the Garden agreed to collaborate with a specialist from the Michigan Garden Clubs, who will teach a Container Garden workshop at the Garden this fall and, next spring, design and plant the containers at the upper end of the Visitor Center and the 4 tall containers between the parking lot and the Visitor Center. One of the Botanic Garden’s board members has donated \$1,000 to cover the cost of plant materials for those containers.

ADDITIONAL ACHIEVEMENTS FOR THE THIRD QUARTER OF 2015:

1. From April 1st of this year through the end of this quarter, over 4,000 people have visited that garden. Our guest book shows that visitors came from 34 states and 15 countries, representing every continent but Antarctica!
2. During this quarter, daily tours were given to countless individuals and small groups by our volunteer docents. In addition, the following large groups scheduled and enjoyed tours of the Botanic Garden, frequently utilizing the garden's tractor and wagon for parts of the tour.
 - Juniper Garden Club (6/2/15)
 - Herbal Renewal Club (6/3/15)
 - Zonta Club (6/6/15)
 - Bellaire Garden Club (6/11/15)
 - Macomb County Master Gardeners (7/8/15)
 - Lakeshore Garden Club (7/9/15)
 - Grayling Garden Club (7/13/15)
 - Sweetwater Garden Club (7/21/15)
 - PEO Club (8/13/15)
 - Thunder Bay Garden Club (8/18/15)
 - Portage Lake Garden Club (8/20/15)
3. The Botanic Garden presented at the Michigan Federated Garden Club conference in Petoskey on June 3, the Art Center's 'Coffee at Ten' on June 16 and Rotary Noon Club on July 21.
4. The Garden was featured on the Ron Jolly Show June 8, TV 7 & 4 June 9, and an August 27 filming by TV 9 & 10 will be featured later this month.
5. There were a number of venue rentals at the Garden this quarter, providing important revenues to cover cost of utilities, insurance, etc.
 - June 6 – AAUW Meeting (visitor center)
 - June 13 Wedding (barn & garden)
 - June 14 Yen Yoga Graduation Party (visitor center)
 - June 16 Traverse Connect Meeting (visitor center)
 - June 18 Old Town Playhouse Green Room (visitor center)
 - June 20 Wedding (barn and garden)
 - June 21 Memorial Service (visitor center)
 - June 24 Munson Medical Center Team Building Meeting (visitor center)
 - June 27 Wedding (garden only)
 - July 8 Macomb County Master Gardeners Meeting (visitor center)
 - July 13 Memorial Service (visitor center)
 - July 16 Munson Medical Center Team Building Meeting (visitor center)
 - July 18 Wedding (barn and garden)
 - July 19 Birthday Party (visitor center)
 - July 21 Rotary/GTRFoundation combined board meeting (visitor center)
 - Jul 25 Wedding (barn and garden)
 - Aug 31 Munson Medical Center Department Meeting (visitor center)

6. The Botanic Garden brought Bim Willow back this quarter for a workshop on constructing rustic furniture. Next quarter's workshops will include a program on "Gardens of England" and a Make-And-Take Autumn Container Workshop.
7. The Botanic Garden continues its Artist of the Month program. July's Artist was Susan Friedman and July's Author was Jeanie Sirotkin Haynes. A July 20 reception was held in the Visitor Center featuring Susan and Jeanie. August's Artist was Beth Bynum, with an August 14 reception.

Planting the South Garden



Watching the garden grow



Building 223 - Before



Building 223 – After



Walled Garden Tack Room Green Roof – Informational Banner

What is a Green Roof?
A green roof (vegetated roof, living roof, or eco-roof) is a multi-layered system that is installed above a water tight man-made structure. Green Roof Professionals (GRP's) utilize numerous engineering and system specific materials to their maximize performance.

Why Green Roofs?
Green Roof technology offers triple bottom line benefits (economic, social and environmental) to both the public and private sectors. No other infrastructure options provides so many benefits.

Public Benefits:

- Helps add beauty to your community
- Create "Green Collar" jobs
- Provide storm water management
- Improve air quality
- Increase biodiversity
- Provide evaporative cooling effect
- Improve health and well-being
- Reduce green house gas emissions
- Manage storm water
- Decrease the pollution and erosion caused by runoff

Private Benefits:

- Improved aesthetics - They look great!
- Great accent to any building
- Reduced energy consumption
- Increased property values
- Increased employee productivity
- Improves solar panel efficiency
- Improves membrane life span
- Meets storm water requirements
- Improves marketability
- More green space above living space

Types of Green Roofs?
There are two main types of Green Roofs that are typically installed in North America.

Extensive Green Roof:

- Growing Media (Soil) Depth = under 6"
- Very light weight = 15-35 lbs/sf
- Typically planted with drought tolerant ground covers, grasses, and perennials
- Low Maintenance

Intensive Green Roof:

- Growing Media (Soil) Depth = over 6"
- Great weights = 30-300 lbs/sf
- High plant diversity – standard landscape plants can be used
- Standard Maintenance

A gift from Michael and Rhonda Estes

This green roof was a collaboration between:

BOTANIC GARDEN
OF THE UNIVERSITY OF MICHIGAN

INHABITECT™
DESIGNING | BUILDING | GROWING

Inhabitect is a full-service firm devoted to designing, building and growing all forms of living architecture. They specialize in green roofs. They have been involved with over 1,000 green roof projects in North America. For more information please visit inhabitect.com or send an email to info@inhabitect.com

Preparing the Walled Garden for Planting (removed sand floor – added compost & topsoil)



The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF REVISED LAND ALLOCATIONS AT
HISTORIC BARNS PARK

As the Board is aware, T.C. Community Garden (TCCG) is interested in becoming a full party to the Management Agreement at Historic Barns Park. As part of that process, we have been working with TCCG, the Botanic Garden and SEEDS to formally update land allocations that have changed from the 2009 Master Site Plan for the park. It was my desire that these allocations be formalized and agreed upon prior to the addition of TCCG to the Management Agreement, so that the addition of TCCG and any necessary changes to the existing agreement could be codified in one document and acted upon in concert.

The two maps attached demonstrate the allocations from 2009 and the proposed updates for 2015. We will go over the differences in detail together on Wednesday night. I believe this is the last piece of information we will need to proceed with TCCG. If approved, I will work with counsel to formalize an addendum to the Management Agreement for your review in November.

The following motion would be appropriate to approve the updated map:

That the proposed updated land allocations for Historic Barns Park be approved.





- Botanic Garden Society - 26.8 acres
- Recreation Authority - 16.0 acres
- Recreation Authority (former collective area) - 3.2 acres
- SEEDS - 6.1 acres
- Traverse City Community Garden - 2.5 acres
- Wetlands
- Property Boundary
- Current Fences
- Proposed Roads
- Farm Service Road

**Historic Barns Park
Proposed Updated Site Plan (2015)**

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF TREE PLANTING REQUEST FOR
HISTORIC BARNS PARK

The attached narrative and diagram describes a tree-planting request prepared by Levi Meeuwenberg of SEEDS. He would like to conduct the plantings as part of an event SEEDS is hosting at the park on October 24.

The edible landscaping planting areas (outlined in blue on the map) fall within the SEEDS management area. The proposed windbreak planting areas along Silver Lake Road (outlined in red on the map) are under direct Recreational Authority management and therefore require your approval to proceed.

Mr. Meeuwenberg will be in attendance on Wednesday night to describe the project and answer any questions you may have.

If it pleases the Board, the following motion would be appropriate:

That the Board approves the tree planting plan submitted for the Putting Down Roots Event on October 24, 2015.

Tree Planting Plan for Putting Down Roots Event Oct 24th.

1. Archangel Ancient Tree Archive Windbreak Planting (See red outlined areas on the map)

Archangel will be donating their native champion tree clones to this event. They have 300+ black willow, 10 Buckley Elm, 150 Leland Cottonwood, and 50 Red Osier Dogwood to plant. What doesn't get planted will be donated to visitors of the event to take home and plant, helping to replace trees that fell during the storm last month. We hope to continue the thick line of trees that follows the edge of the Silver Lake Road. As the trees mature they will eventually help block harsh winds, and block out the visual and sound pollution from the road. This is a naturally moist area that will be a great habitat for these species.

2. Edible Trails Project/SEEDS Farm Fence Planting (See blue outlined areas on the map)

Edible Trails Project will be contributing a collection of fruit trees, berry bushes and native herbaceous plants to create beautiful and edible landscaping on either side of the SEEDS Farm Entrance Gate on the north Fenceline. (Where the SEEDS Sign is now) We will also do some planting within the existing SEEDS Farm fence space (larger blue rectangle).

Some of the species on our planting list include Saskatoon, Strawberry, Nanking Cherry, Hazelnut, Wild Plum, Asian Pear, New Jersey Tea, Illinois Bundleflower, Lead Plant, Sorrels, Bee Balm, Mint, Wild Onion, Bunching Onion, Chives, Currants, Gooseberry, Jostaberry, Hardy Kiwis, Thyme, Yarrow, Clover, Anise Hyssop.

Historical Context

The Historic State Hospital Farm has a positive history with trees. Many of the large trees around the grounds that we enjoy today were planted back when the farm and hospital were in full operation. The Commons grounds is abundant with a wide array of large trees from all over the world. Dr. James Decker Munson surrounded the hospital with beautiful trees for the patients and their families to enjoy. We want to continue this legacy by planting large native species along Silver Lake Road that will bring benefits to the site for generations to come.

The farm was once home to over a thousand fruit trees of many varieties, and acres of berry bushes that produce fruit for the guests and staff of the hospital. Some of the old apple trees can still be found on the hillside behind the barns. Our edible landscaping will be a homage to this productive history of tree-crops, while providing tasty snacks for those visiting and touring the gardens.



The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF AN APPLICATION FOR A ROTARY
CHARITIES PLANNING AND DEVELOPMENT GRANT

As part of the Board's desire to conduct some formal strategic planning regarding the future direction of the Authority, I have investigated options open to the Board through programs provided by Rotary Charities of Traverse City. A Planning and Development grant would secure up to \$5,000 for strategic planning activities (e.g., consulting, facilitation). A minimum 25% cash match is required; that is, a maximum grant award of \$5,000 requires an additional \$1,250 in cash match from the recipient, for a total project budget of \$6,250.

I think that this would be a good start for the Board's planning efforts. For Wednesday night, I would like to discuss a desired budget and any particular planning goals you may have at this point that would inform an application to Rotary. A sample motion in the affirmative follows:

That the Board authorizes a Planning and Development grant application to Rotary Charities of Traverse City in the amount of \$_____, with a minimum 25% cash match to be provided by the Authority.

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF SNOWPLOWING SERVICES

In October 2014, competitive bids were solicited by the Authority for snowplowing services. Popp Excavating was selected from four total bids, provided those services for the 2014-2015 season, and did a good job. Popp has offered to provide those services again this winter at the same rate of \$134 per visit. Given that, I recommend the following motion:

That competitive bidding be waived and the Executive Director be authorized to execute a service order with R.W. Popp Excavating, Inc., at the rates indicated in its proposal dated September 3, 2105, for snow removal services in the 2015-2016 season.

R.W. POPP EXCAVATING, INC.

**10635 S Center Highway
Traverse City, MI 49684**

**231.929.9259 Phone 231.929.1988 Fax
Office@poppexcavating.com**

PROPOSAL

Ronald W. Popp - License No. 2101186939
R.W. Popp Excavating, Inc. - License No. 2102090369

September 3, 2015

**Historic Barns Park
324 Munson Avenue
Traverse City, MI 49686
mcowall@liaa.org**

**2015 - 2016 Snow Plow Season
Historic Barns Park
Phone: 231 929-3696
Fax: 231 929-3771**

Snow plowing proposal for the 2015 - 2016 winter season including the following detail:

- Lots to be plowed with a minimum of 4 inches of snow.
- Popp Excavating will stake the lots.
- Salt and sanding services are available at the discretion of the client. Please call for unit prices.
- Front end loader and dump trucks available for complete snow removal needs. Please call for unit prices.
- Sidewalks are not included.
- Certificate of insurance available upon request.

PLEASE SIGN AND RETURN ONE COPY AND KEEP ONE COPY FOR YOUR FILES.

WE HEREBY PROPOSE to furnish labor and material, complete, in accordance with the above-outlined specifications for the sum of:

Snow Plowing One Hundred Thirty Four and No/100 Dollars \$134.00 Per Time

PAYABLE AS FOLLOWS: Billed Monthly

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays are beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL – The prices, specifications, and conditions are satisfactory and are hereby accepted. Popp Excavating is authorized to perform the work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF OCTOBER 7, 2015

DATE: FRIDAY, OCTOBER 2, 2015

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: EXPENDITURES APPROVED BY EXECUTIVE DIRECTOR

General Operating Fund (continued on next page):

Consumers Energy	July electric (estimate not actual); auto-deduct	\$ 52.61
D & W Mechanical	Barn AC tune-up	\$ 576.00
TCAPS	Name plate, Mattias Johnson	\$ 3.40
Trend Window & Design	Shades for barn windows	\$ 800.00
TCAPS	Parking lot fee (event expense)	\$ 60.00
Two B Events LLC	Event Mgmt 8/15 - 9/15	\$ 4,166.67
Two B Events LLC	Event (Barn) expenses - July	\$ 48.77
Two B Events LLC	Event (Barn) expenses - August	\$ 18.01
D & W Mechanical	Air conditioning issues	\$ 208.00
Northern A-1	Remove windows and framing on lower level, Bldg #221 (EPA)	\$ 500.00
Northern A-1	Remove windows and framing on lower level Bldg #223 (EPA)	\$ 1,950.00
Ctiy of Traverse City	Water Service - July	87.00
LIAA	Management services - July	\$ 5,520.00
LIAA	Printing, postage, supplies, legal notice, mileage - July	\$ 143.25
American Waste	August trash and recycling service	\$ 26.00
Grand Traverse Conservation Dist	Hickory Meadows trash, tools, vehicle expense, inspector - July	\$ 1,226.75
Smith Haughey Rice & Roegge	July legal services	\$ 1,230.50
ECT	EPA Services - July	\$ 5,058.75
Consumers Energy	July electrical service as revised	\$ 750.10
Consumers Energy	August electrical service	\$ 846.34
EPS	Security system, 10/1/15 - 12/31/15	\$ 225.00
American Waste	September trash/recycling service	\$ 26.00
Two B Events LLC	Event (Barn) expenses - Sept	\$ 31.01
Universal Cleaners, LLC	Barn cleaning	\$ 189.00
Smith Haughey Rice & Roegge	August legal services	\$ 246.00
GT Conservation District	Hickory Meadows tools, trash removal, woody treatment, labor	\$ 1,276.75
SEEDS	Prof services, energy farm planning (grant)	\$ 7,000.00

Jozwiak Consulting	Survey work – Management boundaries	\$ 650.00
LIAA	Management services - August	\$ 5,450.00
LIAA	Copies, postage - August	\$ 46.82
Two B Events LLC	Event Mgmt 9/15 - 10/15	\$ 4,166.67
City of Traverse City	Water service - August	\$ 87.00
Image360	HBP signage and installation	\$ 1,903.77
Two B Events LLC	Event supplies	\$ 26.95
Consumers Energy	Sept electrical service	\$ 787.84
Eckler Building Solutions	Historic Barns Renovations	\$ 23,105.38
GT Conservation District	Quarterly mgmt, Oct-Dec	\$ 4,750.00

Debt Service Fund:

Capital One	October 1 bond payment	\$ 419,720.50
-------------	------------------------	---------------

K:\recreationalauthority\packetcommunications\20151007.docx

GT Rec Authority Operating Fund
Statement of Activities
July 2015 through Sept 2015

	<u>Jul 15 - Sept 15</u>	<u>Annual Budget</u>	<u>Budget Variance</u>
Revenues			
500 · Tax Revenue - Operating	\$ 171.45	\$ 170,000.00	\$ (169,828.55)
615.1 · EPA Cleanup Grant	-	51,000.00	(51,000.00)
615.8 · Barns Park Rentals	26,875.00	70,000.00	(43,125.00)
· Rotary	-	5,000.00	(5,000.00)
664 · Interest Income	85.61	350.00	(264.39)
Total Revenues	<u>27,132.06</u>	<u>296,350.00</u>	<u>(269,217.94)</u>
Expenditures			
700 · Office Expense	181.97	2,500.00	(2,318.03)
805 · Professional Services			
Accounting	-	5,933.00	(5,933.00)
GTCD	4,750.00	19,000.00	(14,250.00)
Legal	1,476.50	5,000.00	(3,523.50)
Management	10,970.00	60,000.00	(49,030.00)
Other	7,650.00	30,067.00	(22,417.00)
Audit	-	5,000.00	(5,000.00)
EPA Clean Up	7,508.75	51,000.00	(43,491.25)
Events Manager	12,500.01	50,000.00	(37,499.99)
Total	<u>44,855.26</u>	<u>226,000.00</u>	<u>(181,144.74)</u>
806 · Event Marketing & Supplies	2,088.51	10,000.00	(7,911.49)
862 · Transportation	11.50	1,000.00	(988.50)
912 · Insurance & Bonds	-	4,000.00	(4,000.00)
920 · Utilities & Maintenance	4,686.89	30,500.00	(25,813.11)
920.3 - Hickory Meadows Work Plan	2,503.50	14,100.00	(11,596.50)
970 · Capital Projects	(5,047.70)	10,000.00	(15,047.70)
Total Expenditures	<u>49,279.93</u>	<u>298,100.00</u>	<u>(248,820.07)</u>
Net Change in Fund Balance	<u>\$ (22,147.87)</u>	<u>\$ (1,750.00)</u>	<u>\$ (20,397.87)</u>

Unaudited statement

Rec Authority Debt Fund
Statement of Activities
July 2015 through September 2015

	<u>Jul 15 - Sept 15</u>	<u>Budget</u>	<u>Budget Variance</u>
Revenues			
Current Property Taxes	\$ 517.60	\$ 530,000.00	\$ (529,482.40)
Interest Income	-	-	-
Refunds and Reimbursements	-	-	-
Total Revenues	<u>517.60</u>	<u>530,000.00</u>	<u>(529,482.40)</u>
Expenditures			
Debt Service - Fees	32.41	300.00	(267.59)
Debt Service - Interest	59,720.50	115,375.00	(55,654.50)
Debt Service - Principal	360,000.00	360,000.00	-
Total Expenditures	<u>419,752.91</u>	<u>475,675.00</u>	<u>(55,922.09)</u>
Net Change in Fund Balance	<u><u>\$ (419,235.31)</u></u>	<u><u>\$ 54,325.00</u></u>	<u><u>\$ (473,560.31)</u></u>