

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

7:00 p.m.

Wednesday, September 7, 2016

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

Posted: 9-2-16

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 July 6, 2016. (Matt Cowall)
2. Reports. (Matt Cowall et al)
 - Grand Traverse Conservation District
 - Event Facility Management
 - EPA Cleanup Grant
 - Capital Campaign
 - September 1 Quarterly Reports and other updates from Management Entities at Historic Barns Park (Botanic Garden, SEEDS, TC Community Garden)
 - Geothermal Exhibit (SEEDS)
 - Any reports from Board members
 - Executive Director's report and possible verbal updates
3. Consideration of the First Amendment to the Articles of Incorporation for the Recreational Authority. (Matt Cowall, Karrie Zeits)
4. Consideration of wetland conservation easement (part of the Silver Drive construction project). (Matt Cowall, Karrie Zeits)
5. Consideration of Hickory Meadows Advisory Committee appointment. (Matt Cowall, HMAC)
6. Report regarding payment of expenditures. (Matt Cowall)
7. Public comment.
8. Adjournment.

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF SEPTEMBER 7, 2016

DATE: FRIDAY, SEPTEMBER 2, 2016

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: MINUTES

Attached are the minutes of the regular meeting of July 6, 2016.

The following motion would be appropriate to approve the minutes:

That the minutes of the regular meeting of July 6, 2016, be approved.

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Minutes

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

July 6, 2016

A regular meeting of the Recreational Authority Board of Directors was called to order in the Second Floor Large Meeting Room, Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan, at 7:00 p.m.

The following Directors were present, constituting a quorum: Ross Biederman, Chair; Michael Groleau, Secretary; Tim Hughes, Treasurer; and Molly Agostinelli.

The following Directors were absent (excused): Mattias Johnson and Richard Lewis.

The seat belonging to the Grand Traverse Regional Land Conservancy was vacant pending the replacement of Matt McDonough, whose resignation was effective June 30, 2016.

Chair Biederman presided at the meeting.

1.

The first item being “Consideration of approving the minutes of the regular meeting of June 1, 2016,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director

Moved by Hughes, seconded by Agostinelli, that the minutes of the regular meeting of June 1, 2016, be approved.

CARRIED.

2.

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

Matt Cowall, Executive Director
Stephanie Wiitala, Sunrise to Sunset Events
Tom Vitale, GTCD
Karen Schmidt, BGHBP
Jenee Rowe, SEEDS
Kimberly Conaghan, TCCG

Moved by Groleau, seconded by Agostinelli, that the green roof project proposed by the TC Community Garden be approved.

CARRIED.

3.

The next item being “Consideration of Hickory Meadows Advisory Committee appointments,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director

Moved by Agostinelli, seconded by Hughes, that Annelle Kaspor be appointed to an unexpired two-year term expiring July 1, 2017, on the Hickory Meadows Advisory Committee.

CARRIED.

4.

The next item being “Consideration of Hickory Meadows easement request,” Chair Biederman introduced this matter. The following individual addressed the Board:

Matt Cowall, Executive Director, who informed the board that the request

was removed by the applicant.

No action was taken.

5.

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.

6.

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

None.

There being no objection, Chair Biederman declared the meeting adjourned at 7:46 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 SEPTEMBER 7, 2016

DATE: FRIDAY, SEPTEMBER 2, 2016

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: REPORTS

Expected reports include:

- Grand Traverse Conservation District
- Event Facility Management
- EPA Cleanup Grant
- Capital Campaign
- September 1 Quarterly Reports and other updates from Management Entities at Historic Barns Park (Botanic Garden, SEEDS, TC Community Garden)
 - Geothermal Exhibit (SEEDS)
- Any reports from Board members
- Executive Director's report and possible verbal updates



TC Community Garden
1500 Red Dr – PO Box 875
Traverse City, MI, 49685

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

August 31, 2016

Dear Mr. Cowall:

Enclosed please find the Quarterly Report from the TC Community Garden for the period of May 26, 2016 thru August 31, 2016. The Board is pleased to share with you and the Recreational Authority the progress of our 2016 growing season, and touch on ideas for 2017 and beyond.

Sincerely,

A handwritten signature in blue ink that reads "Kimberly Conaghan".

Kimberly Conaghan
President and Treasurer
TC Community Garden
Board of Directors



The mission of the TC Community Garden is to provide a place for members of the community to gather and share a common interest in organic gardening in an urban setting, to provide educational opportunities to the community that foster an appreciation for sustainable growing practices, and to grow fresh produce for distribution to local food banks.

QUARTERLY REPORT

September 1, 2016

MEMBERSHIP

From our bylaws – *“...a place for members of the community to gather and share a common interest in organic gardening...”*

GOAL 1: *Full occupancy of all available plots.*

Goal was addressed in June 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 2: *Limit new membership to 12X30 (half) plots as needed to include as many new members as possible from the waiting list.*

Goal was addressed in March 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 3: *Discuss the possibility of 12X15 (quarter) sized plots.*

Goal was addressed in March 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 4: *Photographs and videos in various garden seasons.*

The TCCG is utilizing Facebook more often to promote its activities. The TCCG Facebook page ‘likes’ increased from 342 to 363 this quarter.

GOAL 5: *Partner with a community organization to provide access for differently-abled community members to garden, such as raised beds.*

Goal was addressed in March 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 6: *Create brochure for placement at the Botanic Garden at the Historic Barns Park visitor center.*

As the TCCG develops goals and strategies for 2017, it was decided to hold off on creating any marketing for the 2016 season as a long-term marketing strategy is in development. A more comprehensive plan will be presented to the Recreational Authority in the December 1, 2016 Quarterly Report to the Recreational Authority.

GOAL 7: *Improve walkways between plot rows.*

Goal was addressed in June 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 8: *Ongoing maintenance of the two garden paths at both entrances.*

As mentioned in the June 1, 2016 Quarterly Report, both pathways were freshened up with new woodchips, and annuals were installed at the North Entrance. Below is a photograph of how they filled in and appear currently.

The TCCG decided to also create a pathway at the ancillary Northeast entrance. It is marked by edger stones donated by the Botanic Garden and was also filled in with the same woodchips at the North and East entrances to give a uniform look throughout the garden. The Northeast Entrance pathway will end adjacent to the porous pavement area of the Green Roof Shed Project, giving a very finished look to this entrance.



North entrance with flowers filled in.



New Northeast path.

GOAL 9: *Better communication between volunteer groups - Establish a coordinator who will communicate with all leads ensuring that people have been contacted.*

Goal was addressed in March 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 10: *Better communication between volunteer workgroups - Establish a well-defined task list for members to sign up at the Spring Kick-off Meeting.*

After trying both an honors-system and a sign-up system, it is apparent a new approach toward member engagement and volunteerism will be necessary for the 2017 season. Increasing member engagement is a high priority for the Board as it is central to the operational model and sustainability of the TCCG as an all-volunteer non-profit.

GOAL 11: *Investigate the potential for NMC to build a green roof shed for the Fall 2016 semester.*

The Green Roof Shed project is underway. Excavating concluded on August 31, 2016. NMC classes begin September 8, 2016 and will occur from 6-10 pm on Tuesday and Wednesday nights. The structure build will take place over 6-10 weeks, with the Green Roof installation to occur when the structure build is complete. Details will be released as they become available.

GOAL 12: *Establish a membership of national designation for our garden exposure*

Goal was addressed in March 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 13: *Fence Project - Enhance west end fence by adding a high-wire on top of black locust posts, and add stronger wires.*

The fencing was enhanced at the West End of the property. After attempting some other avenues, it has become apparent stronger deer fencing is needed on the property. As the TCCG discusses master planning for the property uses west of the current fence line, a comprehensive fencing plan will also be established. Deer have been a particular problem this season and detracts from the enjoyment of occupying a space at the TCCG.

The TCCG would like to continue to work with SEEDS on a comprehensive fence plan as it was revealed deer are also an issue at the Farm.

GOAL 14: *Plant more annuals.*

Goal was addressed in June 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.



GOAL 15: *T-shirts*

Goal was addressed in June 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

EDUCATION

From our bylaws – “...to provide educational opportunities to the community that foster an appreciation for sustainable growing practices...”

GOAL 16: *Hold two classes at the beginning of the season for soil preparation and planting.*

Goal was addressed in June 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 17: *Hold one class in the fall for winter preparation of the soil.*

The Fall Gardening Workshop was Saturday August 20, 2016. This was the first year for this workshop, which was directly requested by the membership at the conclusion of the 2015 gardening season. This was an educational organic gardening workshop, focusing on soil amending, cover crops, and pest-mitigation. Ironically, the workshop was not attended by any members and will not likely transpire again next year as a result.

GOAL 18: *Arrange tours and bring school field trips into the garden.*

In May, the Board appointed an official garden ambassador. This individual participated in each event this season as requested by our partners. The TCCG was delighted to have an ambassador available during requested events and plans to do the same in 2017. The OGA will be available this fall as well, if needed.

GOAL 19: *Utilize Bulletin Board for increased communication.*

The Bulletin Board was used throughout the season to communicate initiatives with the membership. As anticipated, the Bulletin Board needed to be relocated to make space for the Green Roof Shed project. It was moved to the area by the composting stations. This will allow for increased communication specifically for this area as the garden begins its fall clean-up period.



Compost area with relocated Bulletin Board.



DONATION

From our bylaws – “...to grow fresh produce for distribution to local food banks...”

GOAL 20: *Possible modification of the donation garden plot.*

The Donation Garden modification is so far being viewed as a success. Not only did the modification beautify the space, but the design allowed for easier maintenance throughout the summer.



Before



After pavers were installed.



Current, grown-in layout.

GOAL 21: *Maintain 1,200 pound donation for Food Rescue.*

To date, the TCCG has donated 990 pounds of high-quality, organically grown produce through Food Rescue of Northwest Michigan and the Goodwill Inn. It is estimated the average price per pound of organic produce is around \$3.27 for the Midwest (depending on the crop); meaning this year thus far, the TCCG placed approximately \$3,237 worth of produce into circulation to help combat food insecurity in our region. There are a few weeks left of harvesting – 1,200 pounds is possible yet.



From left to right: Joe at the Goodwill Inn’s Fresh Start kitchen with the first harvest on June 21, 2016. Lettuce, kale, radishes and cucumbers. Peppers, beans, onions, and broccoli get added into the mix. Food Rescue drivers help load their first pick-up July 21, 2016.

GOAL 22: *Involve more member gardeners in the donation program.*

The TCCG utilized a harvesting schedule this year, incorporating two harvesting times; one Sunday night, and one Monday morning. This small change allowed members with different schedules to possibly participate. As a result, the TCCG has experienced some of the biggest turnouts for its harvest dates since its inception in 2012.

GOAL 23: *Begin clearing the area west of our fence line to prepare soil for 2017 additional plots*

Although the Board had plans to begin developing this area this year, manpower needed to be redirected to other time-sensitive projects, including the Green Roof Shed, donation garden, and general sundry tasking at the garden. The Board will discuss a comprehensive plan for expansion after the conclusion of the 2016 gardening season.

FINANCIAL

GOAL 24: *Conduct an analysis of anticipated costs and revenues to determine if a plot fee increase is warranted.*

Goal was addressed in March 1, 2016 Quarterly Report to the Recreational Authority. No further action is necessary at this time.

GOAL 25: *The Fundraising Volunteer Workgroup will use the 2016 goals to establish fundraising priorities to present to the Board for approval.*

New this year was the collaborative grant effort with our MOU partners, “Interpreting the Park”. The Board was delighted to discover the request to the Grand Traverse Band of Ottawa and Chippewa Indians 2% Fund via the Charter Township of Garfield was selected for partial funding. TCCG President and Treasurer, Kimberly Conaghan, attended the awards ceremony on August 24, 2016, and provided a short speech at same.

The TCCG is thankful to our MOU Partners for the collaborative opportunity, to Garfield Township for acting as the fiduciary, and to the Tribal Council for selecting the project. Funds will be used to pay for the Green Roof Shed, the priority project for the TCCG in 2016.

LONG-TERM GOALS THROUGH 2018

GOAL 1: *Increase plots to the west at SEEDS and Master Gardner Site*

This was transitioned to a short-term goal, Goal 23, but will be a likely priority in 2017.



GOAL 2: *Construct a raised bed 4X8 in the Master Gardener 'A' Site*

This location of raised bed placement will be re-examined by the Board at the November 2016 Board Retreat. Moving raised beds closer to anticipated access points may be necessary.

GOAL 3: *Develop outdoor classroom. This is a partnership opportunity with Seeds and the Botanic Garden.*

As a long-term goal, this will not likely transpire this year. Short-term goals are taking precedence at this time.

GOAL 4: *Increase collaboration with outside organizations such as Northwest Community Action Agency, Groundwork, etc.*

The Green Roof Shed project is an example of a current plan focused on this long-term goal by partnering with Northwest Michigan College Construction Technology Program and Inhabitect, LLC.

The TCCG continues to maintain its relationship with Food Rescue of Northwest Michigan, a division of Goodwill Industries, by donating its produce from the donation garden to the program.

As a long-term marketing strategy is developed, more collaboration opportunities will hopefully ensue.





Sept 2, 2016

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, 2016 through August 31, 2016 and to 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 nine goal areas for 2016 are: to establish a long-term lease; to explore Executive Director options; to implement and expand finance strategies; to assist and support efforts for future road construction, signage and lighting; to continue work on a comprehensive marketing plan; to implement the 2016 fund development plan; to provide exciting and enjoyable experiences to visitors of the Garden through the completion the Walled Garden, and Sugar Maple Allee gardens, expansion and maintenance of the present garden plantings, and development and offering of a wide range of educational classes, workshops and events; to work towards the acquisition and implementation of new technology that supports the garden's mission; and to build the board through the recruitment and training of new board members.

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 2, 2016

Spring is a busy period at the Botanic Garden

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 2016 a long-term agreement will be in place with the Recreational Authority and a Reversion Agreement will be finalized with the Recreational Authority, Traverse City and Garfield Township.

During this quarter the Botanic Garden attorney and the Recreational Authority attorney continued discussions on finalizing a long-term management agreement/lease for the garden. The Recreational Authority will be conducting a strategic planning process, which will involve the governmental entities of Traverse City and Garfield Township. It is anticipated that the long-term agreement be finalized as a part of that process since all of the necessary entities will be participating. We are extremely anxious to finalize a long-term agreement, as we continue to make a significant financial and personal investment in the park.

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.

The board has determined that grants are not an ideal source for primary funding for this position, since they are temporary in nature and partial in funding. The board is focusing, instead, on building a stronger financial base to fund this future position, with an emphasis on expanded revenue generation in the areas of memberships, venue rentals, donor development and events.

GOAL #3 – FINANCIAL PROCESSES – Because the Botanic Garden’s assets and liabilities are expanding as the garden grows, the BGHBP board is implementing a series of strategies to refine and expand specific financial processes to meet the needs of a growing garden.

- a. During this quarter, the Board contracted with an IT specialist to upgrade the computer system components for security and to accommodate new software and hardware purchases.
- b. During this quarter, VDL certified public accountants completed this year’s financial review. There were no major problem areas found.
- c. During this quarter the Financial Committee carefully examined two years of accounting data, analyzing operational costs and revenue sources, separating out designated funds for capital projects. The non-capital revenue sources (memberships, venue rental, events and gift-shop proceeds) are adequately funding all of our on-going operational costs (insurance, utilities, building & garden maintenance, materials, hourly staff, professional organization fees, etc.) while grants and designated donations are available for new capital projects. The goal is to increase proceeds from revenue sources in the future to fund additional staff needs.

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, BGHBP will work closely with the Recreational Authority and other entities at the park to focus on the issue of roads, parking, signage and lighting.

- a. The Botanic Garden continues to discuss the next step in road construction at the park with the R.A., as future development of the garden is impeded by the present road situation. BGHBP covered the cost of a great deal of the road engineering and design work by Nelson Byrd Woltz and Jozwiak Consulting. That work, combined with additional engineering work funded by the Recreational Authority, will provide enough information necessary to obtain a ballpark estimate of the cost of constructing the new road. Once an estimate is procured, BGHBP would be glad to assist the Recreational Authority in their search for funding for road construction.

- b. The Botanic Garden's Landscape Committee finalized donor recognition signage recommendations and completed the design and construction of signs for the Biederman Visitor Center and Lucille's Garden. Present design work is being completed for the Robert and Anne Tucker Allee, and The Ruth and Scott Koeze Walled Garden, the Rhea and Michael Dow Hall, the Conversation Circle and the Pavilion.
- c. An \$18,850 grant from The Grand Traverse Band of Ottawa and Chippewa Indians from their 2% funding was awarded to The Botanic Garden, SEEDS and the Traverse City Community Garden for the purpose of educating visitors about the mission and features of the park and gardens. This will include signage, projects and demonstrations that inform the park. The Botanic Garden will utilize their third of the grant for signs that describes the historical background of certain features of the garden (horse barn/walled garden, silos/pool & conversation circle, granary/visitor center, root cellar/pavilion), signs that identify specific gardens and their themes, and plant I.D. signage.
- d. Lack of outdoor lighting continues to be an issue in parts of the park and garden. The new lighting of the Pavilion and the water feature is a significant improvement in night visibility for safety and event purposes. The Botanic Garden will continue to explore pathway lighting options, with an emphasis on solar lights.

GOAL #5 – MARKETING – Because the Garden needs to increase public awareness, support and participation: During 2016 the BGHBP board will continue developing a variety of components within their marketing plan, including the use of social media, rack cards, posters, brochures, media ads and public presentations.

- a. During this quarter, the Marketing Committee continued to work closely with the Program Committee to design beautiful e-posters that advertised each class, workshop and event held at the Garden. These e-posters were featured on Facebook and the website, run off as hard-copy posters, and incorporated into the Event-Brite advertising as well.
- b. Because many individuals who have an interest in botanic gardens are also members of local and regional garden clubs, the botanic garden held a special open house – 'Celebrating Garden Clubs' – on Sunday, July 31, to encourage membership and support by these individuals. A series of special events, including a bonsai exhibit, refreshments and informational booths were featured.
- c. This quarter several new Facebook paid ads were featured on our Facebook page, encouraging membership and event participation.
- d. Four thousand new rack cards were printed for distribution around the region. These rack cards give a brief description of the garden with a map and website and Facebook links.

GOAL #6 – FUND DEVELOPMENT - Because a diverse and strong revenue source is critical to the operation and growth of the Garden: By December of 2016, The Botanic Garden will implement the fund development plan for this year. The development plan will address each of the elements (membership, annual giving, planned giving, grants, endowments, donations, events, newsletters, marketing) using the timelines defined in the development calendar. Donor Perfect On-line software is now operational to support a number of these elements.

- a. During this quarter, a great deal of grant application work continued, with a focus on funding for handicap accessibility, new garden development, and horticultural support.
- b. Venue rental continues to be an important source of revenue for the Garden and the Garden's venues are becoming increasingly popular. This quarter the visitor center was rented 23 times for events such as birthday parties, graduation parties, wedding and baby showers, corporate business meetings, garden club meetings, and more. Six weddings were held at the garden this quarter, and two organizations (Blue Cross/Blue Shield and Grand Traverse Regional Land Conservancy) rented both the garden and the barn for large events.
- c. During this quarter we continued to offer a series of classes, workshops and events that not only supported our mission of education but generated important revenues for operation.
- d. Gift shop revenues also continue to bring in significant revenues for operation. This quarter additional stock was added to the shop, which featured new displays as well.

GOAL #7 – FEATURES AND PROGRAMS –In order for the Garden to achieve its mission to provide botanical and environmental preservation, education and research, and the enjoyment and renewal of citizens and visitors, the Garden recognizes the need to establish beautiful spaces, trial and ornamental gardens, and attractive buildings and hardscapes, as well as educational opportunities for both adults and children.

- a. SUGAR MAPLE ALLEE – Because the Sugar Maple Allee is an important architectural and horticultural component of the garden, providing structure and beauty as well as access to future gardens for thousands of visitors, a great deal of work was dedicated this quarter to the Allee. Last quarter the Allee area was graded, soil was amended and sixteen large native sugar maple trees were planted, mulched and irrigated. This quarter a 10' wide, 280' long wheelchair accessible walkway was laid between the double rows of maples. The walkway was constructed of shredded recycled asphalt, resulting in a beautiful, firm but permeable surface. Irrigation drip rings were installed at the base of each tree, providing 30 gallons of water to each tree each day. Volunteers worked this quarter to weed and clear 14' wide garden beds along each side of the allee walkway. This fall thousands of bulbs will be planted in those beds.
- b. 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, it's completion is an important goal: This year, the design and construction of the Walled Garden will be completed, including walkways, plantings, fences and screens. Additional features (fountain, exterior planting, and completion of the adjoining Secret Garden) are scheduled for 2017.
 - 1. During this quarter design work and construction continued on the entrance gate to the Walled Garden. Because of the intricacy of this gate's design, it is not yet completed, so we are using a temporary gate to keep deer out. Dan Nickels and Maria Tucker are working on the design and construction of the gate.

2. During this quarter, horticulturist Laurel Voran worked with garden volunteers to install over 100 varieties of perennials and shrubs in the Walled Garden, with close to 1,000 plants in total. Although the plants didn't go in until June they are already tall and well established. The Walled Garden continues to be a popular place for hummingbirds, bees and butterflies (as well as lots of visitors!).
 3. This quarter Westlake Construction completed the Walled Garden's double-sided cedar fencing, walls and Secret Garden door. This quarter garden volunteers dug up and dried over 2,000 tulip and daffodil bulbs which they will replant this fall in newly developed beds.
 4. Over the next few weeks, a 2" stabilized stone finish will be added to the Walled Garden walkways and patio area, providing a firm but permeable surface for easy wheel chair access. TruNorth is donating their services for this project.
 5. Team Depot (a group of Home Depot volunteers) returned this quarter to paint all of Building 221's garage doors which are right across from the Walled Garden.
- c. VISITOR CENTER GIFT SHOP – Because the Visitor Center gift shop is popular with visitors and provides important revenue for the Garden, the final phase of Gift Shop display shelving was installed this quarter, providing additional space for new stock that can be displayed in an attractive manner. Board members donated \$4,500 of the \$7,590 cost, with garden revenues covering the rest. (Note: a great number of items sold in the gift shop are by local artists and craftsmen, supporting the local economy in one more way).
- d. VISITOR CENTER GARDENS – Because the Visitor Center is often the first place visitors stop when they come to the park and garden, it is important that the exterior of the center be attractive and inviting. Several projects were a focus this quarter to enhance that area:
1. A number of container gardens arranged around the Visitor Center were designed and planted by the Friendly Garden Club and maintained by our garden volunteers.
 2. Board members donated \$2,000 for the construction of a cedar screen that is being constructed around the Visitor Center heat pumps, hiding them from view. The posts are in place, and the cedar planking will be installed next week by Westlake Construction.
 3. Two donors are covering the cost of additional work on Lucille's Garden, which is directly in front of the Visitor Center. A 7' wide bluestone walkway will be installed at the entrance to the garden and a bluestone and brick patio will be laid in the central area where the benches are located. Three landscape companies are bidding this project and bids are due September 7. Construction will begin October 17 (after the last garden wedding of the season).
 4. An Eagle Scout candidate will be installing a cedar rail fence all the way around the Visitor Center front lawn and gardens as his Eagle Scout project on September 17.

- e. **ACCESSIBILITY AT THE GARDEN** – BGSNM continues to work towards our goal of making the Garden accessible to everyone. We submitted a series of grant requests last quarter and again this quarter for that purpose, with a goal of installing an ADA ramp that would allow people with wheelchairs and walkers to move from the lower level by the Silo Pool up to the Pavilion and upper level of the Visitor Center, an automatic door at the upper level of the Visitor Center, and a ramp up to the pavilion. The garden was recently awarded a \$2,132 grant from Rotary Good Works towards this project and we are waiting on the results of several other grants. Any paths and walkways we install will be ADA accessible, meeting the requirements of width and surface stability.
- f. **IRRIGATION OF THE GARDEN** – Last year we were able to raise enough funds to install the first phase of irrigation – the Walled Garden and the Sugar Maple Allee. This quarter we installed the next phase of irrigation (tent lawn, Lucille’s Garden, Hillside Garden). This has eliminated the need to hand water these areas, and improved both the health and beauty of the plants and lawns as well.
- g. **PROGRAMS AND EVENTS** – This quarter our Program Committee worked to compete a robust series of classes and workshops for 2017. They oversaw several floral design classes and three artist receptions for the June, July and August Artists of the Month as well. They also helped to host four tour bus groups who scheduled trips to the botanic garden from the Alpena Lifelong Learning Club, Meijer Gardens, Bay City Rose Society and Detroit Area Garden Clubs. The Program Committee also coordinated a Veterans Memorial service with the Friendly Garden Club, installing a Blue Star Memorial at the Garden. A color guard, local veteran groups and others attended the dedication.

GOAL #8 – BOARD CAPACITY – Because a diverse and knowledgeable board, with clear guidelines and policies, bring strength to an organization: During the 2015 year, the capacity of the Botanic Garden board was greatly expanded through the acquisition of nine new board members, whose experience, skills and knowledge have been a huge asset to the board. During 2016, BTHBP will provide new board members with any necessary orientation and training, supporting them in their work on our standing committees. Board capacity will also be enhanced through the review and revision of present by-laws and board policies.

- a. During the past three quarters the new board members not only became familiar with the roles and responsibilities of the BGHBP board but took strong leadership positions in some of the board’s committee work, including finance, marketing, development, and programs and events. They have proven to be a huge asset to the board, and thus the Garden.
- b. Last quarter the by-laws and policy ad-hoc committee completed work on revisions where were adopted by the board and implemented this quarter.

GOAL #9 - TECHNOLOGY - Because an evolving public garden has responsibilities in marketing, finance, membership, donor and plant data bases, education, and commerce (i.e. gift shop), the importance of staying current in the technology that supports these needs is critical. During 2016, the Botanic Garden will expand its use of Donor Perfect software, purchase new point-of-sale software and card reader, and write grant applications to help fund an electronic guest book and a BG-BASE plant accession software program and training.

- a. During this quarter, the Garden purchased and installed a barcode printer and now utilizes bar codes on all gift shop items, making sales more efficient and accurate.
- b. This quarter the board contracted with an IT specialist to increase security of the point of sale computer and credit card reader, and upgrade of the present computer's capacity and speed.

Final Note: The Botanic Garden could not accomplish what it does without volunteers. With a volunteer corps of close to 275 individuals, we are able to provide visitor center assistants and tour guides (docents) daily through October. Additional volunteers serve as gardeners, assisting and maintaining the gardens and the park as well

Walled Garden Plantings



Sugar Maple Allee and walkway



Honoring Veterans with a Blue Star Memorial at the Garden



Our friends from Home Depot after painting the garage doors on Bldg. 221 this quarter.



Hatching the 'eggs' in our giant nest – another Eagle Scout project





SEEDS at the Historic Barns Park: Third Quarter Report 2016

Current Activities on the Property: A Big-Picture Summary

SEEDS committed to the Rec Authority the following for 2016:

- Board establish strategic direction for SEEDS at HBP- on track
- Run the teaching farm with youth- on track – funded –complete
- Complete the Energy Plan and convene MOU partners- complete
- Prioritize Energy Strategies to implement- MOU partners discussed in Aug.
- Install new external windows and doors in 223 -funded- complete
- Create seasonal work stations in 223 -funded- complete
- Conduct YCC workforce training out of Building 223- complete
- Install a geothermal energy exhibit - funded - on track
- Install solar exhibit -funded - on track
- Design perennial garden beds around Building 223 –design approved, unfunded
- Assess Building 223 and conduct a preliminary design of remodel - funded - complete
- Solve flooded basement - funded, first phase work complete, assessing impact



Photo of SEEDS 2016 Youth Conservation Corps Team Training at Historic Barns Park in June. 25% of youth this year are involved in the foster care system, 25% of our team leaders have been promoted from YCC members into leadership positions.

Progress on Goals

1. Develop the strategic direction for SEEDS management areas and building 223:
 - a. Our Board has met several times and is highly engaged. The 3D renderings shared in the last report show the draft approach for the Bldg. 223/Blacksmith Shop remodel. We have been meeting with funders and contactors to understand the feasibility and costs of the proposed improvements.
2. Revitalize Building 223:
 - a. Ray Kendra of Environment Architects completed drawings and a 3D rendering of the proposed remodel. The flooding basement remains a key issue and

concern. The site engineer has found that a significant amount of storm water runs off the roads and into the basement window well. No outflow for the water existed, so the water level was knee high. He suggested a sump pump and closing the basement window. Staff invited several professionals to give quotes to manage the flooded basements and their quotes ranged from \$11,000- \$14,000. Based on the site engineer's recommendations, SEEDS hired a professional mason to close the basement window and all cracks and holes found in the foundation. This work was completed on Aug. 22nd. SEEDS also installed a sump pump and the basement is being dried out with fans. We are monitoring the basement during and after rain events. We still have concerns with how the water from the current road and parking lot pools in front of this building.



Photo of Building 223 in April 2014, before the generous support of Oleson Foundation for the new garage doors and renovations completed by Youth Conservation Corps members as part of this grant.



Photo of Building 223 in June 2016, after the generous support of Oleson Foundation for the new garage doors and renovations completed by Youth Conservation Corps members as part of this grant.



3D rendering of the full remodel of Building 223. All improvements accomplished during the grant were in line with this renovation to ensure wise and careful use of the grant funds.

3. Work proactively and cooperatively with BGS, TCCG and the RA:
 - a. Success!! The grant request to fund site-wide Habitat, Garden, Energy and Farming Interpretation and Energy Exhibits to the Grand Traverse Band 2% Grant was awarded. Working together is paying off.
 - b. Recent conversations about reframing our “Parking Problem” into a “Transportation Challenge” have helped partners look into BATA bus route and supporting bike access. Suttons Bay Bike Shop two bike rack for use in the covered bike parking area. BATA Route 4 comes right by HBP and SEEDS youth have been using this service. Brick Wheels became a sponsor of our SEEDS YCC Bike Crew working at HBP.



Photo on Record Eagle front page showing SEEDS YCC member painting the well house in preparation for the solar exhibit funded by GTB 2% grant.

4. Create and maintain beautiful borders in order to add to the visual interest and ecological diversity:
 - a. A volunteer landscaper/Master Gardener, Max Dickerson designed a native plant pollinator garden for the island near the entrance road. The plants he chose are drought tolerance and great for pollinators. The MOU partners and Rec Authority

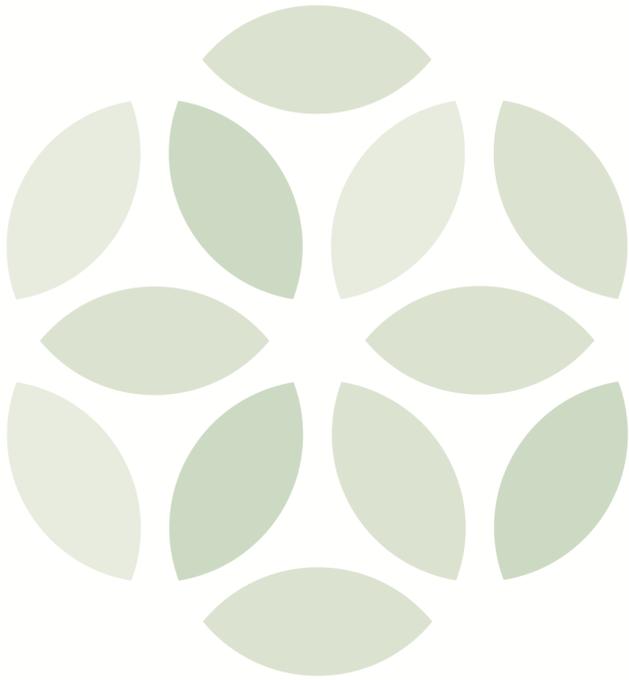
approved the design and repair of the covered bike parking area in the June 2016 mtg.

- b. As part of the design process around 223/Blacksmith Shop, staff has been looking at how to nurture the large birch tree at the corner of the building, closest to the entrance road. We are proposing a Rescued Fern Garden, which will be a simple 30 ft. circle of ferns beneath the birch tree. Donations of plants have been secured from the Leelanau Conservancy's Wildflower Rescue Program. This group is interested in signature to educate part visitors to make an effort to save native shade loving ferns and wildflowers before the bulldozers come into the woods.
5. Develop the Energy Park:
 - a. The Geothermal System Exhibit is funded and is in the design phase. We are aiming for a fall installation and ribbon-cutting. Please see the extensive packet submitted for your review.
 - b. We received funding for a Solar Energy Exhibit and work has begun on the repair of the well house to prepare it for the exhibit.
 6. Educationally focused farm operation:
 - a. The SEEDS YCC Farm crew grew 1,000 heads of garlic or 142 lbs as well as 600 onions for overwintering and use with our school programs. The team also grew various other crops to feed youth in our afterschool summer programs in Mesick, Brethren and Rapid City. We feed 99 youth in Quest camp which occurred the last week of June.
 - b. Our hoop house structural problems have been repaired and the plastic will be put back on in early spring 2017.
 - c. This year the pest issues with ground hogs digging under the fence and deer getting over the fence between the wires. Both SEEDS Farm and TCCG have discussed a shared need to improve the fence at the base and to replace to top 2 rows of wire with livestock fence.
 7. Continue building educational programming in relation to the site by prioritizing the development of **high quality, long term program relationships with select students** over simple quantity of youth on-site:
 - a. We have an active group of youth from TBA's Ag Science program, a few of whom were hired onto our SEEDS Farm Crew.
 - b. Grand Traverse Band Elder, Hank Bailey demonstrated to 25 youth from Mesick Elementary school how to build a wooden Wickiup, which is a traditional First Nations dwelling made of domed wooden poles. This was built in the SEEDS garden area and will be used to teach youth about cultural diversity in our region.



seeds

Ecology + Education + Design



Geothermal Intreprtation at Historic Barns Park

PREPARED BY SEEDS

Contents

Introduction: Interpreting a flagship project.

Interpretive Media

Public Art and Aesthetic References

Collaborative Design: A Process that Engages Youth from Start to Finish

Introduction:

Interpreting a Flagship Project

During the public celebration that introduced the geothermal system to the public, Matt Cowell, Executive Director of the Joint Recreational Authority, mentioned the poetic nature of how the geothermal system relates to the earth. As we grow food in the soil and irrigate it with water resources – flowing under and through that soil – the naturally wet sandy soil provides an ideal environment for the geothermal systems that now provides heating a cooling for the historic Cathedral Barn. This relationship is a poem about how we as a community are supported by the earth. This interpretive project will help community members understand that connection. The display and hands-on components will make the physics and mechanics of geothermal energy visible, accessible and understandable for all park visitors.

The completion of this interpretational display will help realize the vision of an inaugural Energy Farm project as described by Ross Biederman, chair of the Joint Recreational Authority Board of Directors, "Installation of the geothermal system is the first Energy Farm project in what we plan will be an ongoing series of innovative and beneficial energy demonstrations." Tony Anders, general manager of Cherryland Electric Cooperative, similarly believes in the educational potential of the site. "We came up with the idea of using our energy optimization funds as an educational tool and got permission from state regulators to turn it into a nice community project."

The following strategies, suggested by our project advisors, provide the framework for what we plan to accomplish with the Energy Farm.

This conceptual design phase is the place and time to dream big.

Debbie McKeon, co-architect of the HBP Business Plan as former Executive Director of NorthSky Nonprofit Network (a program of Rotary Charities of Traverse City) and current

Make every energy flow accessible to learners of all ages.

Jim MacInnes, member of the Institute of Electrical and Electronics Engineers and President and Co-Owner of Crystal Mountain Resort and Spa

Focus on kids as the most critical and important audience to reach.

Tim Pulliam, Co-Founder of Keen Technical Solutions

Design Objectives

1. **All-ages and all-abilities:** Interaction is scaffolded and designed so that there is a take-away for people of all ages and abilities. We will follow universal/ inclusive design principles for signage and exhibits.
2. **All encompassing:** Exhibits and installations will make every (existing and potential) use of energy on the site visible and accessible.
3. **Sensory, experiential and playful:** Exhibitions will use all senses to communicate the story of energy. Exhibits are intended to be interactive and compelling. Acknowledging the value of creative play, we are committed to incorporating “10% whimsy” into the experience of the Park.
4. **Shared design process:** The community at-large and specific affinity groups are involved at some level with design and use of each energy installation with a special focus on youth populations.
5. **Planned continuity:** Projects will continue to “make sense” as they are installed by following a standardized system of signage, installations that encourage hands-on interaction, and the participatory design process itself.

Specific considerations for the geothermal interpretive elements:

Contextualization

The viewing position along the paved trail will allow visitors to look out over the farmland where the geothermal loop is located while the same scene as a cutaway image with interpretive descriptions and graphics. The boundaries of the geothermal loop will also be demarcated to provide a sense of scale.

Engaging Content

Colorful and visually engaging infographics will be paired with appropriately sized text and geothermal elements to create a visually rich key for understanding geothermal heating and cooling.

Clarity

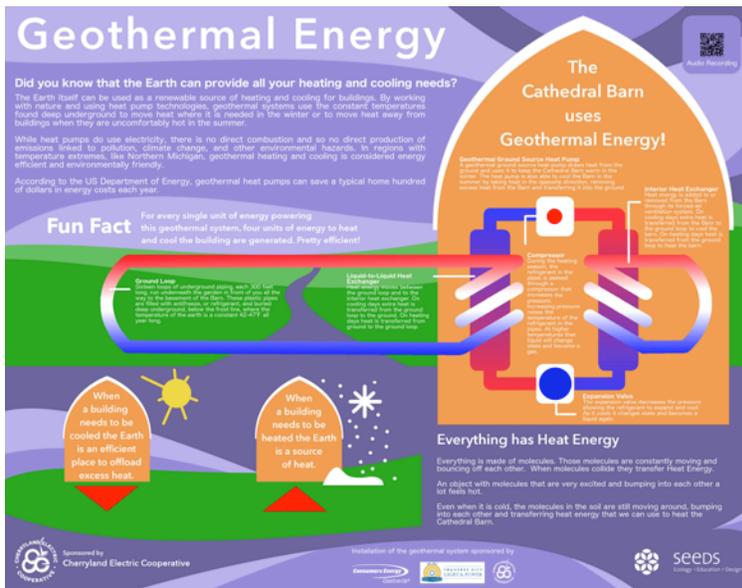
Geothermal heating and cooling will be defined both graphically and textually. Key terms will be defined and represented with clear graphic icons. Text will be written in layers to support a variety of readers. Simple headings and icons will be paired with more detailed explanations.

Application of Universal Design Principles

- Text elements have light-on-dark visual contrast, use sans serif fonts and use upper and lower case rather than all caps for non-tactile fonts.
- Meaningful icons with text labels.
- Redundant and unique auditory made available using QR codes.

Interprtive Media

2D Elements



2D interpretive media will be housed in a viewing center along the paved multiuse trail and overlooking the horizontal geothermal field under the Community Garden and SEEDS Farm.

The viewing center will be constructed of commercial quality, black, eco-friendly, and maintenance-free recycled plastic with stainless steel hardware.



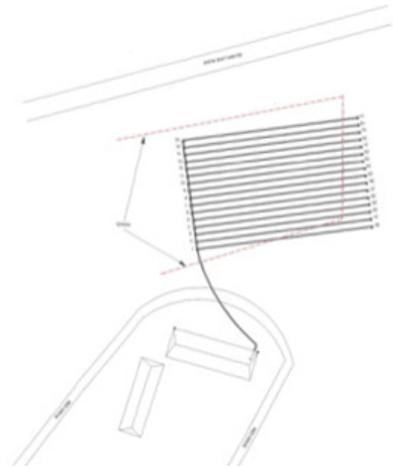
- Current solar installation.
- Proposed geothermal interpretive media and viewing center. *This location is based on the proposed relocation of the circular drive around the Cathedral Barn and set back to the west to hopefully avoid future relocation. However, if required, future relocation will be possible.*



Accessible Audio Content

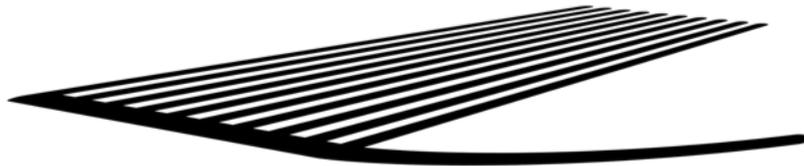
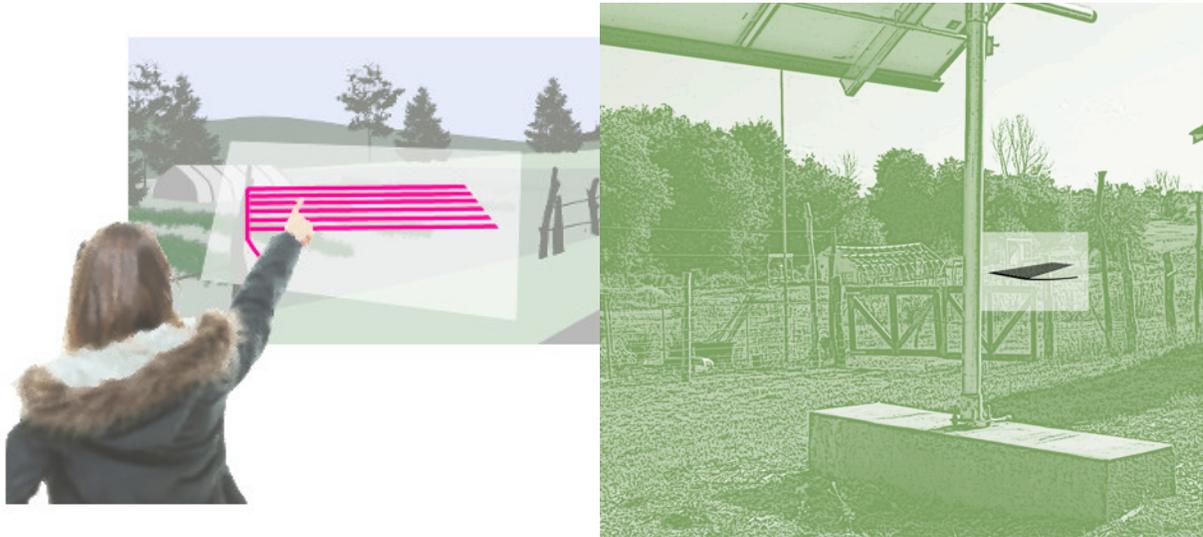
Geothermal Field Markers

Four unique markers will be placed at the corners of the geothermal field so its boundary can be viewed from the multiuse trail. Those corners are currently staked based on the drawings provided by Geothermal Loop Pros. Two of these markers are inside the newly expanded boundary of the Community Garden. As this new area of the Community Garden develops SEEDS will work with the Community Garden and community gardeners to further define the appearance and functionality of these markers. The other two markers are inside the SEEDS Farm. SEEDS will also develop these two markers in coordination with the Community Garden. The included images are a result of an initial visioning session held with community gardeners and members of the SEEDS Youth Conservation Corps farm crew.



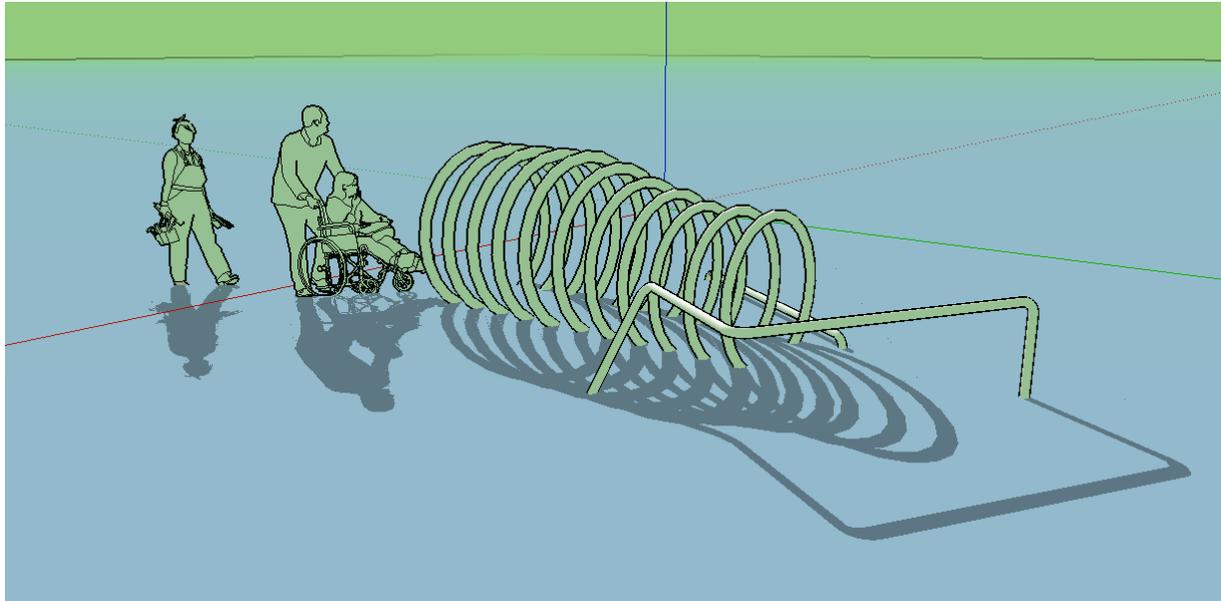
○ Proposed location of markers at the corners of the geothermal field.

Students at NMC’s Maker Space are prototyping several translucent signs. The students are experimenting with different ways to cut the image of the geothermal field into Plexiglas so that the field can be “seen” under the earth.



Here the geothermal field is shown in perspective from the west most support of the solar shade structure.

Hands-on Geothermal Loop



Hands-on interpretive elements will allow park visitors to experience geothermal heating and cooling as they walk through the park. A collaboratively designed sculptural loop will allow visitors to touch, feel, and crawl through temperature differentials created by moving heat energy between the air to the ground. During warm days the loop will be chilled using a small geothermal heat pump. During cool days the loop will be similarly heated. The structure will be constructed from curved metal railing that will conceal geothermal tubing. The geothermal hardware will be installed in the well house and a small geothermal field will be installed under the SEEDS farm.

We cannot teach facts alone and expect the understanding to occur automatically. As Emily Dickinson remarked, "He has the facts but not the phosphorescence of thought."

Martin V. Covington, *The Will to Learn: A Guide for Motivating Young People*



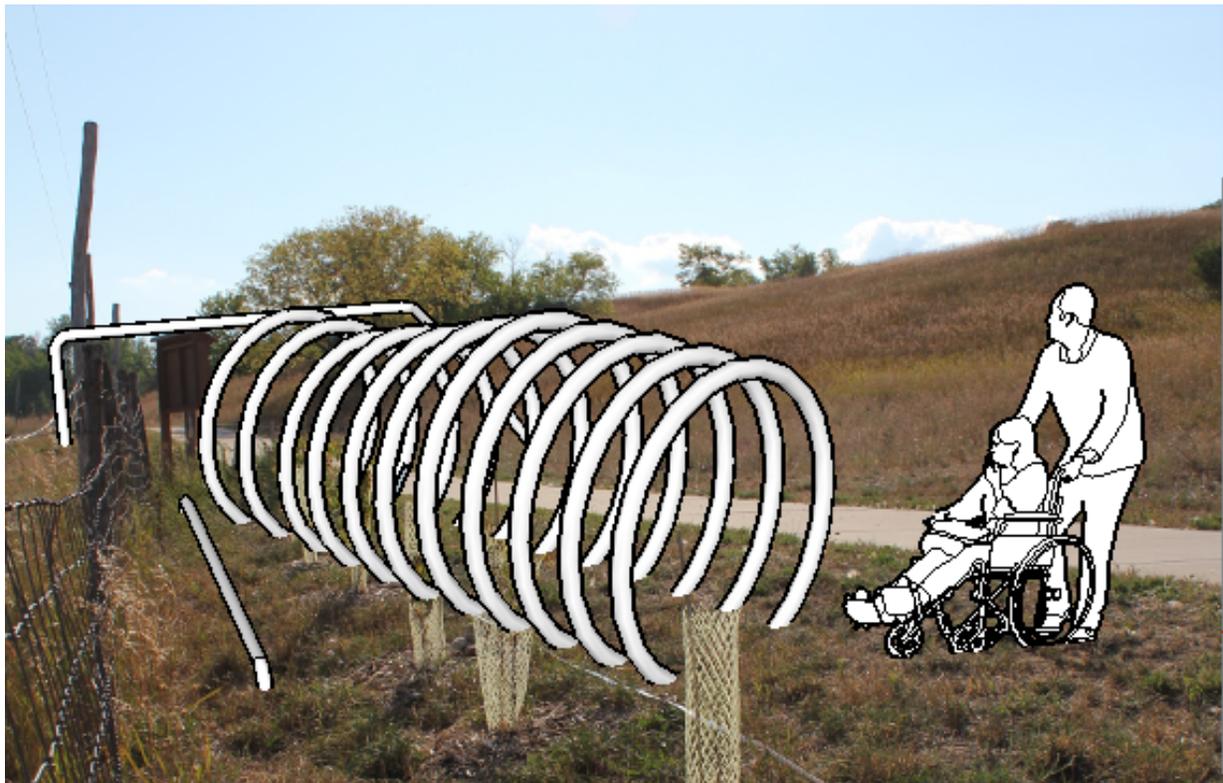
Siting



SEEDS considered multiple locations for the installation of the hands-on components.

SEEDS identified 4 possible locations at 50, 100, 150 and 165 feet from the well house that pump house the geothermal hardware.

SEEDS intends to site the installation inside SEEDS management area between 150 and 165 feet from the pump house.



Geothermal Engineering

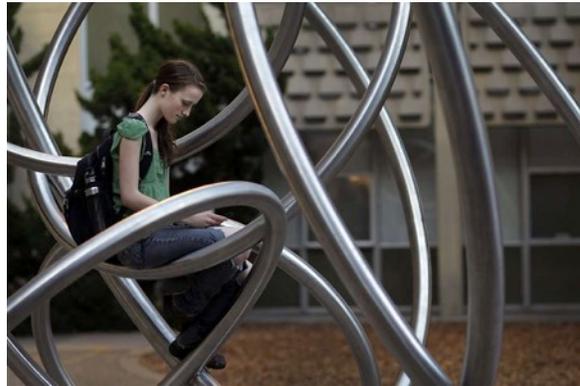
Using the student created designs SEEDS worked with GeoFurnace to design an achievable and right-sized geothermal system that would be capable of cooling the sculpture in summer and heating the sculpture in winter to demonstrate the counterintuitive ability of geothermal technology to heat during cool days and cool during warm days. GeoFurnace Heating & Cooling, LLC has been honored with several awards and invitations to participate in many important organizations. They are long-term MGEA (Michigan Geothermal Energy Association) members and have been a WaterFurnace GEO Pro dealer since 2000.

Public Art and Aesthetic References

The form of the hands-on geothermal installation references the shape of the geothermal horizontal ground loop and fits comfortably within an established public art vernacular.



John Clement, *Tiller* (2007)



Bruce Beasley, *Rondo* (2013)

A curving, horizontal, linear form will relate well to the rolling glaciated landscape at Historic Barns Park. The installation will add visual interest and invite interaction while not disrupting scenic vistas. Several internationally renowned artists work with similar forms to create public works of art. These forms also echo geothermal loop technology. Additional reference images have been collected at: <http://bit.ly/2aoplzE>



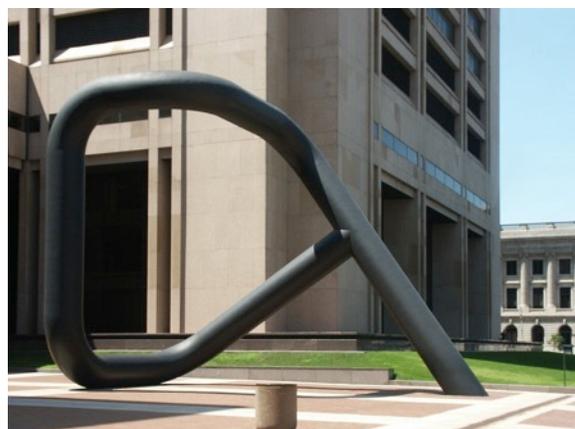
Bruce Beasley, *Rondo* (2013)



A geothermal ground loop and coiled geothermal pipe also suggest similar curving linear forms and were a source of inspiration for the final design.



Carol Bove, *Celeste* (2013)



Isamu Noguchi, *Portal* (1976)

Collaborative Design: A Process that Engages Youth from Start to Finish



A proud SEEDS After School student with her prototype for a geothermal sculpture.



Youth interacting with Bruce Beasley's *Rondo* (2013)

The design of this project began with students in the SEEDS After School Program at Rapid City and Mesick elementary schools. After learning about heat energy, geothermal heating and cooling systems and public art students created their own geothermal sculptures using PVC pipe. They refined their designs and created architectural models that were used as a starting point for the design process with professional tradespeople. Students also learned about public art by studying the work of artists including Isamu Noguchi and Louise Bourgeois.



Isamu Noguchi and Walter Budd, *Dodge Fountain* (1978)



Louise Bourgeois, *Untitled* (2004)



A student sketches designs surrounded by inspirational reference material



Student-created architectural models of the geothermal installation based on their sketches and prototypes.



Students prototype a geothermal sculpture during the SEEDS After School program.

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF SEPTEMBER 7, 2016

DATE: FRIDAY, SEPTEMBER 2, 2016

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF THE FIRST AMENDMENT TO THE
ARTICLES OF INCORPORATION FOR THE RECREATIONAL
AUTHORITY

This is a housekeeping issue that should be taken care of prior to any conveyance of the Conservation Easement to the Michigan Department of Environmental Quality (the subsequent agenda item on Wednesday night).

Namely, there is an inconsistency in the Recreational Authority's Articles of Incorporation regarding the Authority's ability to transfer property. Article III indicates that the Authority may only transfer property to a participating municipality, while Article VI, Section 3 provides that the Authority may transfer property to either a participating municipality or to another person or entity as long as the transfer is also approved by the participating municipalities (i.e., the City and the Township).

Counsel has reviewed the initial drafts of the Articles, and it appears that while the original draft provided that the Authority could only transfer property to a participating municipality, the draft was subsequently amended to include transfers to both participating municipalities and others with the approval of both the City and the Township.

Counsel also spoke with Director Lewis, who was integrally involved in the creation of the Authority. Director Lewis's recollection is that the intent was for the Authority to have the ability to transfer property to anyone, provided both the City and the Township approved; there was no intent to restrict transfer to just the participating municipalities.

In this light, the recommendation before you is that Article III be amended to be consistent with Article VI, Section 3.

Continued →

A proposed First Amendment to the Articles has been prepared by counsel and is attached for your review. This amendment will provide consistency in the Articles with respect to the Authority's ability to transfer property, and the Township and the City will retain control over any transfer. In other words, if either the Township or the City does not want a transfer to occur, either may prevent it from occurring by voting to not approve the transfer.

Amending the Articles will first require the Recreational Authority Board to approve the amendment. If the Recreational Authority approves the amendment, it will be published in the Traverse City Record-Eagle at least once. Second, the amendment must be approved by the affirmative vote of the majority of the members of the Traverse City City Commission and the Board of Trustees for the Charter Township of Garfield. The Township Board meets on September 13, and the City Commission meets on September 18. If approved by all parties, the amendment has to then be filed with the Secretary of State to be effective.

Karrie Zeits, attorney for the Authority, will also be in attendance on Wednesday night to answer any questions you may have. I recommend approval of the amendment. A sample motion of approval follows:

That the First Amendment to the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreational Authority be approved.

**FIRST AMENDMENT TO
ARTICLES OF INCORPORATION
FOR
THE CITY OF TRAVERSE CITY AND CHARTER TOWNSHIP OF GARFIELD
RECREATIONAL AUTHORITY**

This Amendment to the Articles of Incorporation are adopted, signed, and acknowledged by the participating municipalities for the purpose of amending Article III of the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreational Authority adopted by the City Commission of the City of Traverse City, Michigan, on June 30, 2003, and the Charter Township of Garfield Board on June 30, 2003.

Article III is hereby amended to provide in its entirety as follows:

ARTICLE III

PURPOSE

The Authority is incorporated for the purpose of the acquisition, construction, operation, maintenance, or improvement of public recreation centers, public parks, and public conference centers as may be acquired by the Authority or as may be transferred to it by a participating municipality. The Authority may donate, sell, lease or otherwise transfer facilities so acquired or any part thereof or interest therein to one or both participating municipalities or to any other person or entity upon approval of the participating municipalities. Other than as limited by these Articles, the Authority is incorporated for all purposes as stated in the Recreational Authorities Act, as limited by these Articles and any subsequent amendments.

All other provisions of the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreational Authority shall be and remain the same.

This First Amendment to the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreation Authority shall become effective and be in full force and effect upon filing with the Secretary of State.

IN WITNESS WHEREOF, the participating municipalities have adopted and authorized to be executed this First Amendment to the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreation Authority, on behalf of the City of Traverse City, by the Mayor and City Clerk, and the Charter Township of Garfield, by the Supervisor and the Township Clerk.

CITY OF TRAVERSE CITY, a Michigan
municipal corporation.

James R. Carruthers, Mayor

Benjamin C. Marentette, City Clerk

CHARTER TOWNSHIP OF GARFIELD, a
Michigan municipal corporation.

Chuck S. Korn, Supervisor

Lanie McManus, Township Clerk

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The foregoing First Amendment to the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreational Authority was adopted by the City Commission of the City of Traverse City, Michigan at a _____ meeting duly held on the _____ day of _____, 2016.

Dated:

Benjamin C. Marentette, City Clerk

The foregoing First Amendment to the Articles of Incorporation for the City of Traverse City and Charter Township of Garfield Recreational Authority was adopted by the Charter Township of Garfield Board at a _____ meeting duly held on the _____ day of _____, 2016.

Dated:

Lanie McManus, Township Clerk

Published in the *Record-Eagle* on _____, 2016.

Filed with the Secretary of State on _____, 2016.

ARTICLES OF INCORPORATION
FOR
THE CITY OF TRAVERSE CITY AND CHARTER TOWNSHIP OF GARFIELD
RECREATIONAL AUTHORITY

These Articles of Incorporation are adopted, signed, and acknowledged by the incorporating units for the purpose of forming a recreational authority under the provisions of Act No. 321, Public Acts of 2000 (the "Recreational Authorities Act").

ARTICLE I

NAME

This authority shall be known as the CITY OF TRAVERSE CITY AND CHARTER TOWNSHIP OF GARFIELD RECREATIONAL AUTHORITY, hereafter referred to as the Authority.

ARTICLE II

PARTICIPATING MUNICIPALITIES

The participating municipalities are the City of Traverse City, a Michigan municipal corporation, and the Charter Township of Garfield, a Michigan municipal corporation. They are hereafter referred to as the participating municipalities.

ARTICLE III

PURPOSE

The Authority is incorporated for the purpose of the acquisition, construction, operation, maintenance, or improvement of public recreation centers, public parks, and public conference centers as may be acquired by the Authority or as may be transferred to it by a participating municipality. The Authority may donate, sell, lease or transfer any such facilities so acquired only

to a participating municipality. Other than as limited by these Articles, the Authority is incorporated for all purposes as stated in the Recreational Authorities Act, as limited by these Articles and any subsequent amendments.

ARTICLE IV

DURATION

The Authority shall be automatically dissolved within sixty (60) days from and after the election date if the electors of the Authority fail to approve a public recreation tax on all of the taxable property within the territory of the Authority by November, 2004. Notwithstanding the foregoing, if the participating municipalities, acting through their respective governing bodies within such sixty (60) day period, elect to extend its duration, then the Authority shall continue for so long as then specified by the participating municipalities. If the electors so approve such tax, the Authority's duration shall continue for so long as an approved millage remains in effect.

ARTICLE V

TERRITORY

The territory of the Authority shall be the corporate boundaries of the participating municipalities.

ARTICLE VI

POWERS AND DUTIES

Section 1 The Authority shall be an authority under Section 6 of Article IX of the State Constitution of 1963. It shall be a body corporate with power to sue and be sued in any court of the State of Michigan. It shall have the powers and duties as established by the Recreational Authorities Act and incidental thereto. MCL 123.1131.

Section 2 The Authority and the participating municipalities shall have the power to acquire and hold, by purchase, lease, option, grant, gift, devise, land contract, installment purchase contract, bequest, or other legal means, real and personal property inside or outside the territory of the Authority. The property may include franchises, easements, or rights of way on, under, or above any property. The Authority may pay for the property from, or pledge for the payment of the property, revenue of the Authority.

Section 3 The Authority shall have the power to donate, sell, lease or otherwise transfer its property or any part thereof or interest therein to one or both participating municipalities or to any other person or entity upon approval of the participating municipalities.

Section 4 The Authority shall have the power to apply for and accept grants and contributions from individuals, the federal government or any of its agencies, the State of Michigan, a municipality, or other public or private agencies to be used for any of the purposes of the Authority.

Section 5 Before adopting by resolution a proposal for a tax authorized by the Recreational Authority Act, the proposed resolution shall be submitted to the participating municipalities and not less than 45 days be allowed for their consideration and comment.

Section 6 The Authority shall operate on a July 1 – June 30 fiscal year and the annual operating

budgets shall be submitted to the participating municipalities for review and approval.

Section 7 The Authority shall have the power to hire full-time or part-time employees and retain professional services.

Section 8 The Authority shall have the power to provide for the maintenance of all of the real and personal property of the Authority.

Section 9 The Authority shall have the power to assess and collect fees for services provided by and expenses incurred by the Authority.

Section 10 The Authority shall have the power to receive revenue as appropriated by the legislature of the State of Michigan or a participating municipality.

Section 11 The Authority shall have the power to enter into contracts incidental to or necessary for the accomplishment of the purposes of the Authority.

Section 12 The Authority's operation of public facilities shall be limited to only those public facilities and lands that it has acquired or that have been transferred to the Authority by a participating municipality. Nothing in these Articles shall obligate a participating municipality to transfer any park, recreation center, or any land or interest therein to the Authority.

ARTICLE VII

GOVERNING BODY - OFFICERS

Section 1 The Authority shall be directed and governed by a board of directors of seven members known as the "Board", three members to be appointed by the City

Commission of Traverse City, three members to be appointed by the Garfield Township Board, and one member to be appointed by the Board of Directors of the Grand Traverse Regional Land Conservancy.

Section 2 Members of the legislative body of a participating municipality are eligible for membership or appointment to the Board. At least one (1) member of each participating municipality's legislative body shall be appointed to the Board. Each member of the Board shall be a resident of the participating municipality that appoints that member. The member appointed by the Grand Traverse Land Conservancy shall be a resident of either the City of Traverse City or Garfield Township.

Section 3 The terms of the directors shall be three years. The initial terms of the directors constituting the first Board shall be staggered as follows:

- a. For the three directors appointed by the City of Traverse City:
One director shall serve a one-year term.
One director shall serve a two-year term.
One director shall serve a three-year term.
- b. For the three directors appointed by the Township of Garfield:
One director shall serve a one-year term.
One director shall serve a two-year term.
One director shall serve a three-year term.
- c. The director appointed by the Grand Traverse Regional Land Conservancy shall serve a three-year term.

Section 4 The Board shall designate one of the directors as Chairperson, another of the directors as Secretary, and another as Treasurer.

Section 5 The Board shall adopt and amend by-laws including rules of procedure consistent with the provisions of the Recreational Authorities Act. The by-laws shall provide for regular meetings of the Board, not less frequent than quarterly. The by-laws and any amendment to them shall not be effective until approved by the Traverse City City Manager and the Garfield Township Supervisor.

Section 6 The Chairperson shall preside at meetings of the Board and may sign and execute all Authority-authorized bonds, contracts, and other obligation in the name of the Authority. The Chairperson shall do and perform such other duties as may be fixed by the by-laws and from to time to time assigned by the Board.

Section 7 The Secretary shall perform all the duties fixed by the by-laws. The Secretary shall preside at meetings of the Board in the absence of the Chairperson.

Section 8 The Treasurer shall perform all duties fixed by the by-laws. The Treasurer shall be bonded for the faithful discharge of the duties as Treasurer, the bond to be of such character, form, and in such amount as the Board may require.

Section 9 No member of the Board shall receive compensation for services as a member of the Board but is entitled to reimbursement for reasonable expenses, including expenses for travel authorized by the Board incurred in the discharge of the directors' duties.

Section 10 Vacancies occurring in the office of director shall be filled by the participating municipality or other entity having appointed the vacated director position. Vacancies shall be filled within 30 days of the vacancy for the remainder of the unexpired term.

Section 11 A director may be removed from office as provided by and in accordance with the Recreational Authorities Act.

ARTICLE VIII

PUBLIC BODY

The Authority is a public body and shall comply with the requirements of the Michigan Open Meetings Act, Act 267 of the Public Acts of 1976, as amended, and the Freedom of Information Act, Act 442 of the Public Acts of 1976, as amended.

ARTICLE IX

PUBLICATION

A copy of these Articles of Incorporation shall be published once in the *Traverse City Record-Eagle*, being a newspaper circulated within the participating municipalities prior to adoption by the participating municipalities.

ARTICLE X

ADDITION OR WITHDRAWAL OF PARTICIPATING MUNICIPALITIES

Section 1 A municipality may become a participating municipality in the Authority only upon an affirmative vote of the legislative bodies of the existing participating municipalities and the proposed participating municipality. If the Authority has been authorized to levy a tax, the addition of another participating municipality shall be contingent upon approval by the electors of the proposed municipality of a tax equivalent to that which the Authority has been authorized to levy.

Section 2 A participating municipality may withdraw from the Authority on an affirmative vote of the legislative body of each participating municipality. However, in no event shall a participating municipality withdraw from the Authority during the period for which the Authority has been authorized to levy a tax by the electors of the Authority.

ARTICLE XI

AMENDMENT

Amendments to these Articles of Incorporation shall be made only as authorized by the Recreational Authorities Act. Amendments shall be published in the *Traverse City Record-Eagle* before adoption.

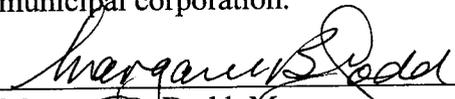
ARTICLE XII

EFFECTIVE DATE

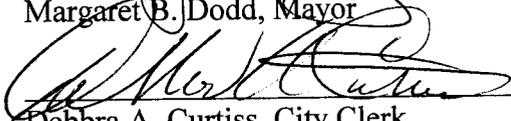
These Articles of Incorporation shall become effective and be in full force and effect upon filing with the Secretary of State.

IN WITNESS WHEREOF, the participating municipalities have adopted and authorized to be executed these Articles of Incorporation, in behalf of the City of Traverse City, by the Mayor and the City Clerk, and the Charter Township of Garfield, by the Supervisor and the Township Clerk.

CITY OF TRAVERSE CITY, a Michigan
municipal corporation.



Margaret B. Dodd, Mayor

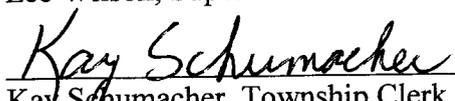


Debra A. Curtiss, City Clerk

CHARTER TOWNSHIP OF GARFIELD,
a Michigan municipal corporation.



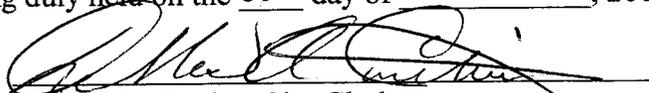
Lee Wilson, Supervisor



Kay Schumacher, Township Clerk

The foregoing Articles of Incorporation were adopted by the City Commission of the City of Traverse City, Michigan, at a special meeting duly held on the 30 day of June, 2003.

Dated: June 30, 2003


Debra A. Curtiss, City Clerk

The foregoing Articles of Incorporation were adopted by the Charter Township of Garfield Board at a special meeting duly held on the 30 day of June, 2003.

Dated: July 8, 2003


Kay Schumacher, Township Clerk

Published in the *Record-Eagle* on May 18, 25 and June 29, 2003.

Filed with the Secretary of State on July 15, 2003.

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF SEPTEMBER 7, 2016

DATE: FRIDAY, SEPTEMBER 2, 2016

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF WETLAND CONSERVATION
EASEMENT

As a condition of the road construction on Silver Drive and the creation of the South Campus Entrance to the Grand Traverse Commons adjacent to Historic Barns Park, the Michigan Department of Environmental Quality (DEQ) required that a certain amount of wetland acreage be restored and placed under conservation easement. Wetland areas to the east (City-owned parkland) and west (in the northeast corner of Historic Barns Park) of the road work were identified as conservation areas.

The conservation area inside Historic Barns Park is under the management auspices of two of the park's Management Entities, the Botanic Garden at Historic Barns Park (BGHBP) and SEEDS. After reviewing draft easement language, the groups had concerns about accommodating planned future activities in that area of the park, specifically a nature/education trail along the tributary of Kid's Creek on the northern border of the park.

During a joint site visit, DEQ suggested that the boundaries of the conservation area could be redrawn to accommodate the desired future uses and still satisfy the acreage amounts required for the conservation easement. The resulting revised survey and description are attached (the revised area is "Area 2").

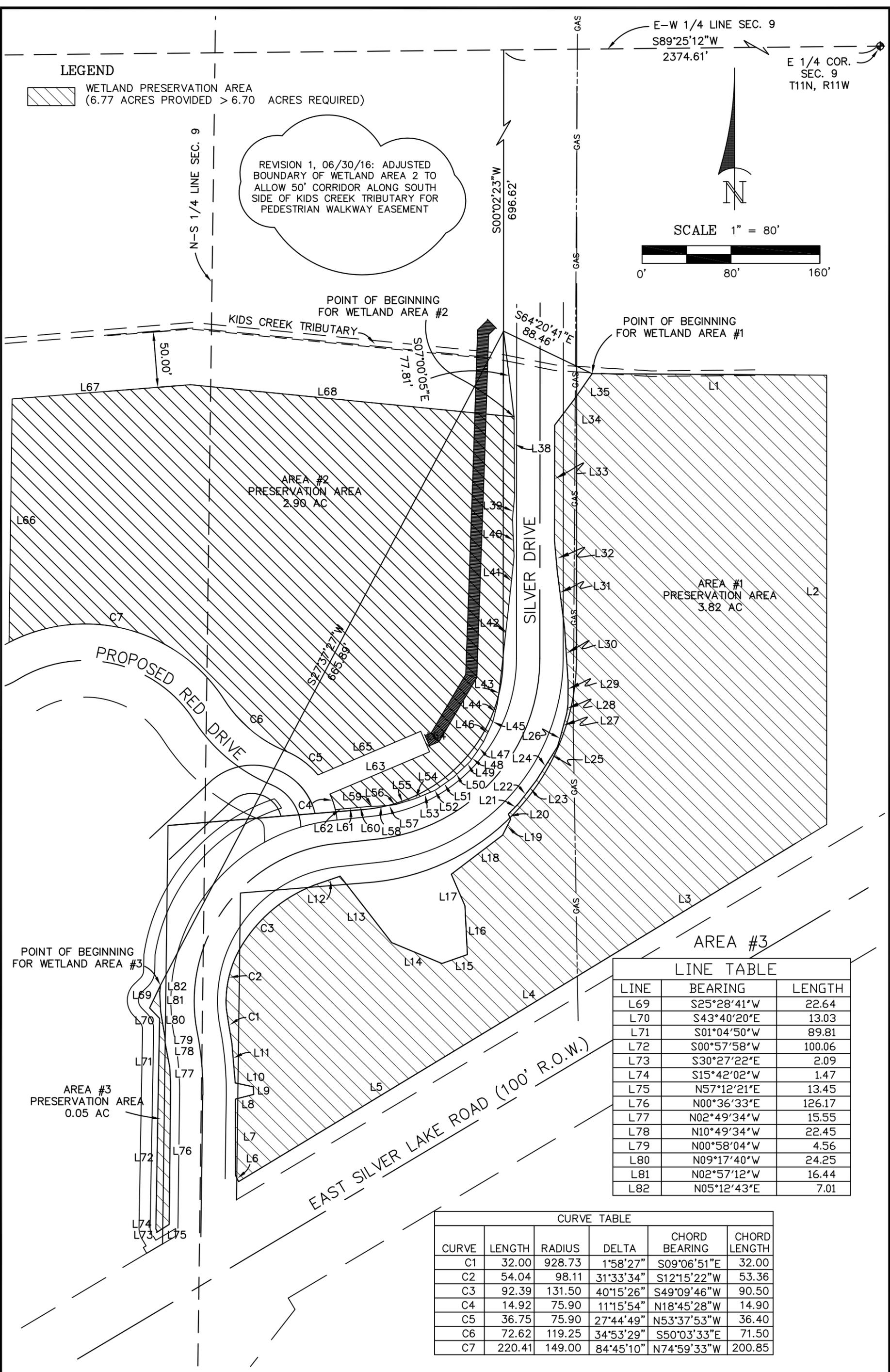
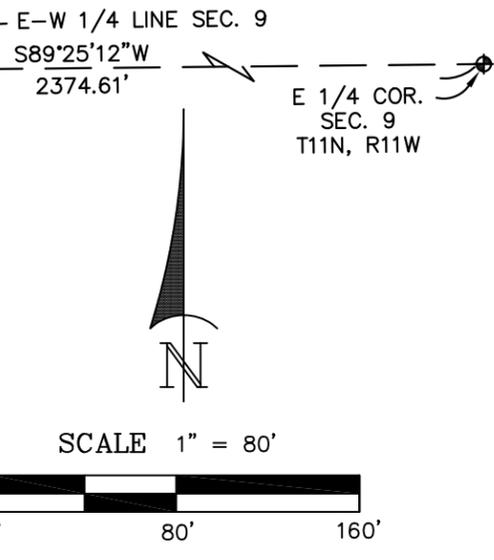
Approval to grant the conservation easement will also need to be sought from the Township Board and the City Commission. Counsel will also be present on Wednesday night to answer questions. A simple sample motion of approval follows:

That the wetland conservation easement related to the construction of Silver Drive be granted.

LEGEND

 WETLAND PRESERVATION AREA
(6.77 ACRES PROVIDED > 6.70 ACRES REQUIRED)

REVISION 1, 06/30/16: ADJUSTED BOUNDARY OF WETLAND AREA 2 TO ALLOW 50' CORRIDOR ALONG SOUTH SIDE OF KIDS CREEK TRIBUTARY FOR PEDESTRIAN WALKWAY EASEMENT



LINE TABLE

LINE	BEARING	LENGTH
L69	S25°28'41"W	22.64
L70	S43°40'20"E	13.03
L71	S01°04'50"W	89.81
L72	S00°57'58"W	100.06
L73	S30°27'22"E	2.09
L74	S15°42'02"W	1.47
L75	N57°12'21"E	13.45
L76	N00°36'33"E	126.17
L77	N02°49'34"W	15.55
L78	N10°49'34"W	22.45
L79	N00°58'04"W	4.56
L80	N09°17'40"W	24.25
L81	N02°57'12"W	16.44
L82	N05°12'43"E	7.01

CURVE TABLE

CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	32.00	928.73	1°58'27"	S09°06'51"E	32.00
C2	54.04	98.11	31°33'34"	S12°15'22"W	53.36
C3	92.39	131.50	40°15'26"	S49°09'46"W	90.50
C4	14.92	75.90	11°15'54"	N18°45'28"W	14.90
C5	36.75	75.90	27°44'49"	N53°37'53"W	36.40
C6	72.62	119.25	34°53'29"	S50°03'33"E	71.50
C7	220.41	149.00	84°45'10"	N74°59'33"W	200.85

AREA #1

LINE TABLE		
LINE	BEARING	LENGTH
L1	S89°37'51"E	211.12
L2	S00°00'00"E	405.25
L3	S58°37'08"W	297.91
L4	S58°34'28"W	24.07
L5	S58°44'00"W	297.63
L6	N25°26'32"W	6.48
L7	N00°02'55"W	68.63
L8	N75°43'35"E	16.95
L9	N02°21'38"W	6.88
L10	N77°58'08"W	16.65
L11	N04°49'50"W	35.86
L12	N70°53'48"E	24.00
L13	S37°46'02"E	75.75
L14	S67°20'40"E	48.94
L15	N70°41'13"E	24.35
L16	N02°51'41"W	43.98
L17	N23°17'49"W	31.09
L18	N52°41'08"E	57.97
L19	N26°47'14"E	16.24
L20	N24°20'50"W	5.05
L21	N44°05'48"E	13.37
L22	N37°27'03"E	12.53
L23	N37°27'03"E	13.60
L24	N31°59'58"E	23.73
L25	N31°59'58"E	12.29
L26	N16°09'24"E	10.91
L27	N15°02'56"E	20.27
L28	N07°28'08"E	8.30
L29	N00°23'52"E	19.44
L30	N03°40'47"W	48.49
L31	N07°17'17"W	52.11
L32	N05°18'09"W	27.87
L33	N00°04'41"E	104.25
L34	N37°04'37"E	28.42
L35	N34°49'53"E	29.05

AREA #2

LINE TABLE		
LINE	BEARING	LENGTH
L38	S00°27'20"E	71.59
L39	S05°32'21"W	20.71
L40	S02°36'06"E	33.88
L41	S06°14'34"W	40.47
L42	S06°22'20"W	74.68
L43	S07°20'59"W	18.04
L44	S14°06'36"W	16.96
L45	S24°26'09"W	1.16
L46	S24°34'55"W	18.72
L47	S33°28'33"W	10.87
L48	S35°21'08"W	10.97
L49	S45°40'46"W	5.64
L50	S46°17'49"W	14.89
L51	S54°38'59"W	19.45
L52	S65°01'57"W	1.88
L53	S67°04'21"W	15.55
L54	S68°57'19"W	4.02
L55	S72°59'09"W	17.09
L56	S81°40'17"W	3.98
L57	S85°35'59"W	5.01
L58	S86°17'00"W	7.42
L59	S87°50'23"W	7.75
L60	S84°43'27"W	12.55
L61	S84°41'49"W	9.37
L62	S84°17'14"W	8.55
L63	N67°00'32"E	97.40
L64	N23°20'10"W	20.22
L65	S66°54'26"W	100.49
L66	N00°44'33"E	219.61
L67	N85°24'43"E	161.11
L68	S84°19'00"E	292.54

REVISION 1, 06/30/16: ADJUSTED BOUNDARY OF WETLAND AREA 2 TO ALLOW 50' CORRIDOR ALONG SOUTH SIDE OF KIDS CREEK TRIBUTARY FOR PEDESTRIAN WALKWAY EASEMENT

CLIENT: **CITY OF TRAVERSE CITY**

DRN: RK

CHK: EKH3

2/10/14

12-0090WP



1302 E. 40 1/2 ROAD
 CADILLAC, MI 49601
 OFFICE: (231) 342-5012
 CELL: (231) 342-9892

PART OF THE SE 1/4
 SECTION 9, T27N, R11W
 CITY OF TRAVERSE CITY
 GRAND TRAVERSE COUNTY, MICHIGAN

SHEET

2
 OF 2

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF SEPTEMBER 7, 2016

DATE: FRIDAY, SEPTEMBER 2, 2016

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: CONSIDERATION OF HICKORY MEADOWS ADVISORY
COMMITTEE APPOINTMENT

The Hickory Meadows Advisory Committee (HMAC) is a citizen volunteer committee that was formed to guide the development of a management plan for the Hickory Meadows property. That management plan was developed in 2006 and updated in 2011. The HMAC also makes recommendations to the Rec Authority regarding the stewardship of Hickory Meadows.

The HMAC consists of up to seven members. Appointments are for two years and are made by the Recreational Authority Board. All members must be a resident of either Garfield Township or the City of Traverse City. Per its contract with the Authority, the Grand Traverse Conservation District helps to facilitate meetings and communications with the HMAC.

The HMAC currently includes six members: Nicolle Girard, Eileen Ganter, John Nelson, Eric Grebe, Jim Zeratsky and Annelle Kaspor. A new volunteer, Mr. Bill Brundage, has applied to serve and has received the recommendation of the HMAC (letter of interest attached).

I recommend the appointment of Mr. Brundage to the HMAC effective to July 1, 2017, filling the last empty seat of the maximum seven available and aligning it with the other appointments for consideration at that time. A sample motion follows:

That Bill Brundage be appointed to an unexpired two-year term expiring July 1, 2017, on the Hickory Meadows Advisory Committee.

Matthew Cowall

From: Pat and Bill Brundage <wbrundage@charter.net>
Sent: Monday, July 18, 2016 12:36 PM
To: Matthew Cowall
Cc: Tom
Subject: Hickory Meadows Advisory Committee Resume

Dear Matt,

Here is an email outlining why I would like to be part of the Hickory Meadows Advisory Committee, as well brief summary of my experience.

Summary of intent to be a member of the Hickory Meadows Advisory Committee:

I live close to the meadows in Garfield Township on Fulton Street. I have had the opportunity to enjoy the Meadows and Hickory Hills for many years. I have hiked and run in Hickory hills for 35 years. I have also enjoyed the Meadows for many years as well. I have seen the growth in use from almost never seeing anyone to now seeing dozens of people each time I visit the Meadows.

I see the Meadows as such a valuable resource for our community. I see people walking their dogs and enjoying the peaceful natural area, just minutes from down town Traverse City. It is very important to me that the Meadows be developed in a very systematic manner. Maintaining the natural landscape, but in a way that the members of our community can enjoy it to its fullest.

Summary of my experience:

>> -Married with a family of three children and 7 grandchildren.
>> -Lived in Traverse City since 1977.
>> -Attended Central Michigan University for both undergrad and graduate school.
>> -Worked at Munson Medical Center for 33 years. Three of those years as a social work/counselor the other 30 years as the Employee Relations Manager.
>> -President/board member for Traverse Area Human Resources Association for 5 years.
>> -Volunteered as a mediator for Conflict Resolutions Services also a board member for 10 years.
>> -Avid outdoors person. Enjoy fly fishing, bird hunting, back country canoe camping. Participated in running road races, triathlons, cross country ski races, bike races and canoe races.

Thank you for considering me for membership of the Hickory Meadows Advisory Committee. It would be a privilege to serve on this important committee and be part of this exciting time as the Meadows continues to grow.

Matt, let me know that you received this. Want to make sure I have the correct email address.

Sincerely,
Bill Brundage
231-631-7448

The City of Traverse City and Charter Township of Garfield

Communication to the Recreational Authority

FOR THE MEETING OF SEPTEMBER 7, 2016

DATE: FRIDAY, SEPTEMBER 2, 2016

FROM: MATT COWALL, EXECUTIVE DIRECTOR

SUBJECT: EXPENDITURES APPROVED BY EXECUTIVE DIRECTOR

General Operating Fund:

Two B Events LLC	June 15 - July 15 event mgmt services	\$ 4,166.67
DTE	June gas service	\$ 45.19
City of Traverse City	June water service	\$ 87.00
Consumers Energy	June electric service	\$ 370.64
Smith Haughey Rice & Roegge	June legal services	\$ 57.50
GT Conservation District	Tool & Vehicle fee, trash, stone, invasive species treatment, culverts, fence, grading, trail installation	\$ 5,628.08
GT Conservation District	HM management, July 1 - Sept 30	\$ 4,750.00
DustBustin, LLC	Dust control in HBP	\$ 1,840.00
LIAA	June management services	\$ 7,867.50
LIAA	Printing, June	\$ 8.30
Grand Traverse County	Tax Tribunal, April, May & June 2016	\$ 51.00
Arrow Uniform	July rug service	\$ 25.00
American Waste	July trash and recycling service	\$ 26.00
Anthony Lezon	Event security deposit refund	\$ 500.00
Charter Twp of Garfield	Personal property tax refund	\$ 7.31
AYS Cleaning	Barn cleaning after 7/16 event	\$ 200.00
Deering Tree Service	Removal of boxelder tree on Red Drive	\$ 500.00
Sunrise to Sunset Events	July event management services	\$ 4,166.67
Byte Productions, LLC	Email and web hosting for year July - June	\$ 264.00
AYS Cleaning	Cleaning after 7/29 event	\$ 200.00
AYS Cleaning	Cleaning after 8/7 event	\$ 200.00
AYS Cleaning	Cleaning after 8/13 event	\$ 200.00
AYS Cleaning	Cleaning after 8/20 event	\$ 200.00
DTE	July gas service	\$ 44.54
City of Traverse City	July water service	\$ 89.13
Consumers Energy	July electric service	\$ 567.79
Daniel Barnett	Event security deposit refund	\$ 500.00
County of Leelanau	Tax tribunals	\$ 0.94

Continued →

Sunrise to Sunset Events	August event management	\$ 4,166.67
Northern Fire & Safety	Annual fire alarm inspection	\$ 250.00
ECT	July services - Wetlands work	\$ 1,302.00
LIAA	July management	\$ 4,036.25
LIAA	Printing and postage, July	\$ 37.20
Arrow Uniform	August rug service	\$ 25.00
American Waste	September trash and recycling service	\$ 26.00
Michigan Cider Association	Event security deposit refund	\$ 250.00
AFP Specialties, Inc.	Annual fire suppression system inspection	\$ 275.00
AYS Cleaning	Cleaning after 8/24 event	\$ 200.00
Northern Fire & Safety	Annual Fire Extinguisher Inspections	\$ 44.00
AYS Cleaning	Cleaning after 8/27 event	\$ 200.00
City of Traverse City	Tax tribunal	\$ 192.50

Debt Service Fund:

County of Leelanau	Tax tribunal	\$ 2.48
Capital One	Bond & Interest Payment	\$ 445,652.50
City of Traverse City	Tax tribunal	\$ 593.73

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City of Traverse City and Charter Twp of Garfield Recreational Authority
Operating Fund
Statement of Activities
July 2016 through August 2016

	<u>Jul 16 - Aug 16</u>	<u>Annual Budget</u>	<u>Budget Variance</u>
Revenues			
500 · Tax Revenue - Operating	\$ 429.15	\$ 160,000.00	\$ (159,570.85)
615.1 · EPA Cleanup Grant	-	34,500.00	(34,500.00)
615.8 · Barns Park Rentals	11,250.00	70,000.00	(58,750.00)
664 · Interest Income	59.21	500.00	(440.79)
Total Revenues	<u>11,738.36</u>	<u>265,000.00</u>	<u>(253,261.64)</u>
Expenditures			
700 · Office Expense	37.20	2,000.00	(1,962.80)
805 · Professional Services			
Accounting	-	5,933.00	(5,933.00)
GTCD	4,750.00	19,000.00	(14,250.00)
Legal	-	5,000.00	(5,000.00)
Management	4,036.25	60,000.00	(55,963.75)
Other	1,302.00	25,192.00	(23,890.00)
Audit	-	5,875.00	(5,875.00)
EPA Clean Up	-	34,500.00	(34,500.00)
Events Manager	8,333.34	52,000.00	(43,666.66)
Total	<u>18,421.59</u>	<u>207,500.00</u>	<u>(189,078.41)</u>
806 · Event Marketing & Supplies	1,714.00	10,000.00	(8,286.00)
862 · Transportation	-	1,000.00	(1,000.00)
912 · Insurance & Bonds	-	4,000.00	(4,000.00)
920 · Utilities & Maintenance	1,848.46	30,000.00	(28,151.54)
920.3 - Hickory Meadows Work Plan	-	15,000.00	(15,000.00)
970 · Capital Projects	-	10,000.00	(10,000.00)
Total Expenditures	<u>22,021.25</u>	<u>279,500.00</u>	<u>(257,478.75)</u>
Net Change in Fund Balance	<u>\$ (10,282.89)</u>	<u>\$ (14,500.00)</u>	<u>\$ 4,217.11</u>

Unaudited statement

City of Traverse City and Charter Twp of Garfield Recreational Authority
Debt Fund
Statement of Activities
July 2016 through August 2016

	<u>Jul 16 - Aug 16</u>	<u>Budget</u>	<u>Budget Variance</u>
Revenues			
Current Property Taxes	\$ 1,320.66	\$ 530,000.00	\$ (528,679.34)
Interest Income	89.73	-	89.73
Total Revenues	<u>1,410.39</u>	<u>530,000.00</u>	<u>(528,589.61)</u>
Expenditures			
Debt Service - Fees	15.91	250.00	(234.09)
Debt Service - Interest	55,652.50	106,898.00	(51,245.50)
Debt Service - Principal	390,000.00	390,000.00	-
Total Expenditures	<u>445,668.41</u>	<u>497,148.00</u>	<u>(51,479.59)</u>
Net Change in Fund Balance	<u><u>\$ (444,258.02)</u></u>	<u><u>\$ 32,852.00</u></u>	<u><u>\$ (477,110.02)</u></u>