



*Parks and Recreation enhances community and quality of life through people, parks, and programs.
Senior Center Network makes longer lives, better lives.*

**Grand Traverse County Parks and Recreation Commission Meeting
Thursday, March 14, 2019, 5 p.m.
Commission Chambers, Second Floor, Governmental Center
400 Boardman Avenue, Traverse City, Michigan 49684
MINUTES**

A. Pledge of Allegiance

B. Call to Order

Meeting called to order at 5 p.m.

C. Roll Call

Commissioners Present: David Grams, Rodetta Harrand, Rob Hentschel, Rod Kivell, Steve Largent*, William Mouser, John Roth, Whitney Waara, Shirley Zerafa

Others Present: Kristine Erickson, Director, Ryan Walsh, Office Manager, Katelynn Brown, Office Coordinator, Ariel Perreault, Office Specialist, Lori Wells*, Senior Center Network Manager, Grand Traverse County Parks and Recreation-Senior Center Network; Nate Elkins, Studio Director, Influence Design Forum; Tawny Hammond, Operations Manager, River Outfitters; Jalen Provo, County Resident, Kristi Wodek, Education and Outreach Director, Crooked Tree Art Center

* Arrived after start of meeting.

D. First Public Comment

There was no public comment.

E. Approval of/Additions to Agenda

MOTION by Roth, second by Hentschel, to approve the agenda, as presented. Motion carried.

F. Special Orders of Business/Presentations

1. North End of Civic Center Park Conceptual Planning: Update
Influence Design Forum Studio Director and consultant for landscape design at north end of Civic Center Park, Nate Elkins, shared preliminary survey results from park stakeholders regarding use of and parking at the Civic Center. He stated that parking management might require a more involved plan.

2. Proposal: River Outfitters to Expand Services and Extend Agreement for Medalie Park Use
River Outfitters Operations Manager Tawny Hammond proposed expanding services from Medalie Park in 2019.

MOTION by Kivell, second by Roth, for River Outfitters to expand services at Medalie Park, as proposed, with proof of proper licenses and permits provided to Parks and Recreation. Motion carried.

MOTION by Hentschel, second by Roth, to approve amending Medalie Park use agreement between Parks and Recreation and River Outfitters to extend it through December 31, 2020, pending review and approval by civil counsel.

Roll Call Vote

Yeas: Grams, Hentschel, Kivell, Largent, Mouser, Roth, Waara, Zarafa, Harrand (9)

Nays: (0)

Absent: (0)

Motion passed, 9 to 0.

G. Action on Consent Calendar

Receive and File

1. Draft Minutes from February 14, 2019 Parks and Recreation Commission Meeting
 2. Approved Minutes from February 27, 2019 Business Development Team Meeting
 3. Approved Minutes from October 6, 2016 Rules Committee Meeting
 4. Parks and Recreation-Senior Center Network Budget Report
 5. Grand Traverse Conservation District's Monthly Report
 6. Parks and Recreation-Senior Center Network Department Report
 7. March 6, 2019 Memo Update about the Traverse City to Charlevoix Trail
 8. February 14, 2019 Parks and Recreation Letter in Support of Parallel 45 Theatre's Application for an Alden and Vada Dow Family Foundations Grant
 9. March 8, 2019 E-mail from Kimberly Conaghan, Executive Director of TC Community Garden
- MOTION by Harrand, second by Waara, to receive and file the Consent Calendar with the exception of item 3. Motion carried.

H. Items Removed from Consent Calendar

1. Item 3. Approved Minutes from October 6, 2016 Rules Committee Meeting
Commissioner Zarafa requested clarification about Rules Committee Minutes, which are dated year 2016. Commissioner Roth stated that 2016 is when the Rules Committee last met.
MOTION by Roth, second by Zarafa, to receive and file Item 3. Motion carried.

I. Reports

1. Parks and Recreation-Senior Center Report
Director and Senior Center Manager made brief reports in addition to written report in agenda packet.
2. Committee and Representative Reports
Business Development Team Chair Kivell reported on proposals the team recently reviewed and recommended be forwarded to the full board.
Rules Committee Chair Zarafa reported on Rules Committee's recent discussion about marijuana in the parks.

J. Old Business

1. Crooked Tree Art Center Outdoor Art Fair at Civic Center Park
MOTION by Hentschel, second by Largent, to approve Civic Center stewardship agreement with Crooked Tree Art Center, as presented, and to authorize Director to execute agreement with Crooked Tree Art Center, following review by civil counsel. Motion carried.
2. Summer and Future Concessions at Civic Center Park
Director informed commission about option to continue Pizza Wagon's concession services through September 30, 2019. Director requested direction on moving forward with concessions at the park.
Commissioner Kivell discussed the RFP process and stated the Business Development Team supports an extension of the agreement with Pizza Wagon through September 2019.

Commissioners discussed vendor options and options for concession opportunities at the Civic Center.

MOTION by Roth, second by Grams, to approve amending current concession services agreement between Parks and Recreation and Pizza Wagon to extend it through September 30, 2019, and to authorize Director to explore more options.

Roll Call Vote

Yeas: Zarafa, Waara, Roth, Mouser, Largent, Kivell, Hentschel, Grams, Harrand (9)

Nays: (0)

Absent: (0)

Motion passed, 9 to 0.

3. Use Agreement Renewal: Senior Center Network-The Rock in Kingsley

MOTION by Hentschel, second by Largent, to approve expenditure of \$9,600 from Senior Center Network budget to rent The Rock in Kingsley to provide Senior Center Network programming for residents of South Grand Traverse County.

Roll Call Vote

Yeas: Grams, Roth, Hentschel, Kivell, Zarafa, Largent, Waara, Mouser, Harrand (9)

Nays: (0)

Absent: (0)

Motion passed, 9 to 0.

4. Agreement Renewal: Project Fresh

MOTION by Roth, second by Grams, to approve expenditure of \$7,500 from Senior Center Network budget to purchase Project Fresh coupon booklets to be distributed to seniors in 2019.

Roll Call Vote

Yeas: Mouser, Waara, Largent, Zarafa, Kivell, Hentschel, Roth, Grams, Harrand (9)

Nays: (0)

Absent: (0)

Motion passed, 9 to 0.

5. Subcommittee and Ad Hoc Committee Restructuring

MOTION by Hentschel, second by Waara, to approve restructuring the Parks and Recreation Commission's subcommittees and ad hoc committees, retain the appointment of a Natural Education Reserve Advisory Board representative, and eliminate the appointment of a TBAYS' Board of Directors representative, as presented in Resolution 01-2019.

Roll Call Vote

Yeas: Grams, Hentschel, Kivell, Largent, Mouser, Roth, Waara, Zarafa, Harrand

Nays: (0)

Absent: (0)

Motion passed, 9 to 0.

6. Restructured Committee Appointments

MOTION by Mouser, second by Roth, to approve the committee appointments and chair and vice chair appointments, as presented.

MOTION by Mouser to amend motion to remove Commissioner Zerafa from the Strategic Planning Subcommittee and to appoint Commissioner Largent. Motion carried.

7. Proposed Parks and Recreation Bylaws Amendments

a. Section 2.2 Regular Meetings

MOTION by Largent, second by Hentschel, to adopt the proposed amendments to section 2.2 Regular Meeting of the *Bylaws of Grand Traverse County Parks and Recreation Commission*, as presented. Motion carried.

b. Section 2.5 Time of Regular Meetings

MOTION by Kivell, second by Grams, to adopt the proposed amendments to Section 2.5 Time of Regular Meetings of the *Bylaws of the Grand Traverse County Parks and Recreation Commission*, as presented. Motion carried.

- c. Section 5.1 Agenda for Regular Meetings
MOTION by Largent, second by Waara, to adopt the proposed amendments to Section 5.1 Agenda for Regular Meetings of the *Bylaws of the Grand Traverse County Parks and Recreation Commission*, as presented. Motion carried.
- d. Section 5.2 [Now 5.3 due to renumbering] Distribution of Agenda and Materials
MOTION by Waara, second by Kivell, to adopt the proposed amendments to Section 5.3 Distribution of Agenda and Materials of the *Bylaws of the Grand Traverse County Parks and Recreation Commission*, as presented. Motion carried.
- e. Section 7.1 Election
MOTION by Roth, second by Zerafa, to adopt the proposed amendments to Section 7.1 Election of the *Bylaws of the Grand Traverse County Parks and Recreation Commission*, as presented. Motion carried.

K. New Business

- 1. Request to Submit Grant Application for Bridge at Natural Education Reserve
MOTION by Mouser, second by Roth, to permit application for Consumers Energy Foundation Planetary Award Grant for a bridge at the Nature Education Reserve with the potential for naming rights.
Roll Call Vote
Yeas: Zerafa, Waara, Roth, Mouser, Largent, Kivell, Hentschel, Grams, Harrand (9)
Nays: (0)
Absent: (0)
Motion passed, 9 to 0.

L. Second Public Comment

Commissioner Zerafa complimented the Director on the agenda packet.
Commissioner Harrand complimented Parks and Recreation office staff on their assistance with meeting preparation.
Lori Wells shared some Senior Center Network.

M. Notices and Commissioner Comments

Commissioner Roth shared his frustration with the way the Fishing and Hunting Show is marketing its move from the Civic Center.
Commissioner Mouser reported on a recent conference he attended.
Commissioner Hentchel gave an update from the County Commission.
Commissioner Waara gave praise for the well maintained parking lot at the Civic Center.
Commissioner Largent complimented the Commission's move to go paperless.
Director stated she is working on getting devices for future "paperless" meetings.
Director informed board that a request for proposals for an architect to develop design options for a new Senior Center building has been issued by the City of Traverse City.

N. Adjournment

Meeting adjourned at 6:56 p.m.