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 12, 2020, 5:30 p.m.
Commission Chambers, Second Floor, Governmental Center
400 Boardman Avenue, Traverse City, Michigan 49684
AGENDA

General Meeting Policies: Please turn off all cell phones or switch them to silent mode. Any person may make a videotape, audiotape, or other recording of this meeting. Standing equipment, cords, or portable microphones must be located to not block audience’s view. If you require auxiliary assistance, please call 231-922-4780 or TDD 231-922-4412.

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. First Public Comment
Any person shall be permitted to address the Parks and Recreation Commission, which is required to be open to the public under the provision of the Michigan Open Meetings Act, as amended (MCLA 15.261, et. seq.). Public comment shall be carried out in accordance with the following Board Rules and Procedures:
1. Any person wishing to address the Commission shall state his or her name and address.
2. No person shall be allowed to speak more than once on the same matter, excluding Commissioners’ questions. The Chairperson shall control the amount of time each person shall be allowed to speak, which shall not exceed three (3) minutes. The Chairperson may, at his or her discretion, extend the amount of time any person is allowed to speak.

E. Approval of/Additions to Agenda

F. Special Orders of Business/Presentations (Limited to 10 Minutes Each)
   1. Proposed Trail at Maple Bay Park and Natural Area (Action Item; Letter and Map Attached; Steve Lagerquist, Land Steward, Grand Traverse Regional Land Conservancy) ……………………………….. 3

G. Consent Calendar
The purpose of the Consent Calendar is to expedite business by grouping non-controversial items to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Calendar be removed therefrom and placed elsewhere on the agenda for full discussion. Such requests will automatically be respected. If any item is not removed from the Consent Calendar, the action noted (Receive and File or Approval) is approved by a single Commission action adopting the Consent Calendar.
Receive and File
1. Parks and Recreation-Senior Center Network Department Report ................................................................. 5
2. Parks and Recreation-Senior Center Network Financial Report ................................................................. 8
3. Johnson to Parks E-mail about Maple Bay Barn ................................................................. 9
4. Uhlinger to Parks E-mail about Use of Medalie Park ........................................................................ 10
5. Medalie Park Legal Opinion of Park Rules ................................................................................ 11

Approvals
1. Draft Minutes from February 13, 2020 Parks and Recreation Commission Meeting .................. 12

H. Items Removed from Consent Calendar

I. Reports
1. Parks and Recreation-Senior Center Department Report (Refer to Item 2 in Consent Calendar; Verbal Report, as Necessary, to Supplement Written Report)
   Director, Senior Center Network Manager
2. Committee and Representative Reports (Verbal Reports, as Available, from Business Development Team Chair, Rules Committee Chair, Strategic Planning Committee Chair, Natural Education Reserve Advisory Committee Representative, County Board Representative; Verbal Reports, as Available)

J. New Business
1. Request to Renew Agreement for Resource Management Services at Natural Education Reserve and Medalie Park (Action Item; Director and Conservation District Representative) .............................................. 15

K. Old Business
1. Allocation of Funds from Cell Tower Amendments and Traverse Bay Area Youth Soccer (Potential Action Item; Discussion)
2. Vendor Selection and Funding Request: Connecting Walkway between Civic Center Path and Front Street at Civic Center Park (Action Item; E-mail Recommendations Attached) .................. 21

L. Second Public Comment (Please refer to Item D. on agenda for rules.)

M. Notices and Commissioner Comments

N. Adjournment
February 19, 2020

Grand Traverse Parks and Recreation
1213 W. Civic Center Dr.
Traverse City, MI 49686

Dear Grand Traverse Parks and Recreation Commission,

The Grand Traverse Regional Land Conservancy is requesting approval to construct a trail at Maple Bay Park and Natural Area.

We would like to propose a trail on the County’s Maple Bay Park and Natural Area. The trail would be approximately 0.4 miles in length and located on the northern portion of the property. We have approval from the MDNR to reroute, and produce additional sustainable trails at the Petobego State Game Area. The hope is to have the proposed trail at Maple Bay be part of a larger loop planned for the Petobego State Game Area that would offer more recreation and nature observation opportunities for visitors of both properties. GTRLC would pay for and manage the construction of the trail after seeking approval for both the construction of, and the routing of the trail.

The proposed trail will be constructed utilizing “sustainable design” principles. Meaning the trail route will be in upland areas with suitable soils only (i.e. no wetland, clay, or gravel soils) with no steep slopes or valleys that can transport or hold water respectively. In areas where the trail is on sloped terrain, the trail will be routed to transect across the slope, and will be a “bench cut” design that sheds water across the trail and not down the length of the trail bed, thus reducing erosion.

The layout of the trail route, pre-construction, will be chosen to minimize the effort needed to produce the trail bed. This is achieved by avoiding trees larger than 1” in diameter and their accompanying root systems and/or areas of dense vegetation. The proposed trail routes will also be inspected by botanist prior to construction to insure that no sensitive or listed species are in, or too near, the construction corridor. The trail will be rerouted if such species are present.

The tools utilized for construction are all hand held tools. The actual process for making the trail bed is to turn-up the soils to a depth of approximately 2” removing the large organics while retaining all of the soils, and then tamping the soil back down to form a firm smooth bed. The trail upon completion will be approximately 18” wide with a bed that is firm and level with the surrounding soil layer.

Thank you,

Sincerely, Stephen Lagerquist  GTRLC Land Steward
Proposed Maple Bay Trail

Legend
- Maple Bay Natural Area
- Petobego SGA
- WRP Easement

Current Trail
Proposed Trail
Mark Your Calendars

- March 13 through 15: Traverse City Boat Show in Howe Arena at Civic Center Park
- March 17: Board Member Basics Class at Governmental Center, 1 to 4 p.m.
- March 27 through 29: 28th Annual Northwest Michigan RV and Camping Show in Howe Arena at Civic Center Park
- April 1: Census Count Day
- April 3 through 5: Up-North Lake and Cottage Show in Howe Arena at Civic Center Park
- April 6: Summer sports registration begins for Senior Center Network
- April 10: County offices closed
- April 18: TC Roller Derby Bout in Howe Arena at Civic Center Park
- April 20: Shredding Week
- April 25: Earth Day Celebration in Howe Arena at Civic Center Park
- May 1: 90 Over 90 Celebration at Hagerty Center
- May 3: TADL Spelling Bee
- May 2: Mr. Chainsaw Productions Wrestling in Howe Arena at Civic Center Park
- May 8: TC Roller Derby Bout in Howe Arena at Civic Center Park
- May 13: Northwest MICareer Quest event in Howe Arena at Civic Center Park
- May 16 and 17: 24 Hours at the Civic Center with Civic Center Partners
- May 20: “Ideas for Life” Senior Expo in Howe Arena at Civic Center Park
- June 13: Project Fresh Coupon Distribution at Senior Center
- June 13: TC Roller Derby Bout in Howe Arena at Civic Center Park
- July 6: Cherry Festival Distinguished Senior Breakfast
- July 7: Cherry Festival Shuffleboard Tournament
- July 10: Cherry Festival Euchre Tournament
- July 10: TC Roller Derby Bout in Howe Arena at Civic Center Park
- July 12 to 15: Michigander Bike Tour at Civic Center Park
- July 25: Crooked Tree Arts Center Art Fair at north end Civic Center Park
- August 4 to 6: Shoreline Bike Tour (League of Michigan Bicyclists) at Civic Center Park
- August 15: TC Roller Derby Bout in Howe Arena at Civic Center Park
- September 15: Interlochen Mah Jongg Tournament
- September 23: Fall Prevention Day
- October 7: Hometown Heroes Veterans’ Appreciation
- October 22: Interlochen Home and Health Fair
- November 4: Fife Lake Veterans’ Appreciation
- November 5: Interlochen Veterans’ Appreciation
- November 6: Kingsley Veterans’ Appreciation
- November 30: Mitten Tree collection begins at Senior Center
Parks and Recreation News

Civic Center Park

Partners: Director met with Civic Center partners on February 21, 2020 to discuss holding an event, “Home Park Pride: 24 Hours at the Civic Center,” on May 16 and 17 at Civic Center Park. Description: A “move-a-thon” – jump, hop, skip, run, bike, etc., around the track at the Civic Center, in constant movement for 24 hours. Partners would give 25 percent of their funds raised to Grand Traverse County Parks and Recreation to invest in Civic Center Park. All aspects of event would be shared among partners, such as costs for insurance, credit card processing fees, work, data, networks, etc. Each partner would commit to enlisting 50 participants and ten volunteers. Partners are reviewing resources and will notify Director of further interest in a commitment.

Howe Arena: New ramp and stairs leading to bleachers were installed February 24.

Master Site Planning: Director and staff working with Beckett and Raeder to develop public engagement survey and establish schedule for focus groups and broader public engagement sessions.

Senior Center Network (SCN) News

- **Special Programs in March:** Mah Jongg lessons; Money Series: “Cost of Health Care in Retirement”; “Learning for Longevity” in cooperation with Munson Healthcare will present “Eating for Resilience;” Celtic Celebrations at all sites; “Doling” Out Health Information: Heart Health; Growing Up Kingsley History project with Kingsley high school; Beekeeping Class; Fundamentals in Drawing.
- **Ongoing Support Groups:** Parkinson’s and various grief support groups in cooperation with Munson Home Health.
- **Regular Programs:** Lunch served daily at noon; daily exercise classes; monthly blood pressure and glucose monitoring; massages; reflexology and foot care; art classes; knitting clubs; quilting group; BeeKeepers Group; Weaver’s Guild; Fisherman’s Club; free legal advice in both Traverse City and Interlochen; tech support for smart devices; games of all kinds; line dancing; ethical discussion group; men’s club; ladies group; computer classes; Wellness For Veterans; Income Tax Assistance; and daily information and referral service provided, as needed.
- **Open House for Interlochen location:** Thursday, April 2 from 11:30 a.m. – 2:30 p.m. we will be hosting an open house at the Redeemer Fellowship Center to officially launch our new location. We will entertain, fun games, pizza lunch and introductions to our instructors.
- **Census 2020:** April 1st is Count Day and we will be hosting an event at the Traverse City, Interlochen and Kingsley sites to make sure seniors are counted. We will provide internet access and assistance as needed. Raising awareness of the importance of the census and making sure ALL citizens are counted will be our focus.
- **Senior Center Building Update/Friends of the Senior Center:** The City of Traverse City Commission voted to support asking the Grand Traverse County Board to seek a millage for construction and increase in operation funds of a new senior center. The next step is to get on the agenda of the Grand Traverse County Board of Commissioners to approve ballot language. The Senior Center Friends group meets regularly to further the goal of constructing a new senior center.
- **Attendance, Membership, and Volunteers:**
  - 1,010 unduplicated visits
  - 4,050 duplicated visits
  - 35 new members in January
  - 81 Volunteers gave 892 hours of service

**2019 Membership: (as of December 31, 2019)**

<table>
<thead>
<tr>
<th>Count</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>5,724</td>
<td>Grand Traverse County residents 60 and over join FREE</td>
</tr>
</tbody>
</table>
283 Grand Traverse County residents under 60 pay $10 per year
251 Out of County residents pay $50 per year.
65 County seniors unable to pay membership fee may apply for a scholarship.
6,323 Total Membership

Acme: Samaritas
4354 Mt. Hope Road, Williamsburg, Michigan 49690
- Samaritas provides us with space and staff support to offer programming in the Acme community.
- No fee to use space.
- Programs include: Weekly quilting group (Stitches of Kindness); weekly exercise open to the public, managed by Samaritas; seasonal dinner/education series.

Fife Lake: Fife Lake Public Library
77 Lakecrest Lane, Fife Lake, Michigan 49633
- Fife Lake Library provides us with space and staff support to offer programming the Fife Lake community.
- No fee to use space.
- Programs include: Two weekly exercise classes; Lunch twice a month; various educational programs; holiday parties; transportation to Senior Expo; on-site shredding; vitals monitoring; health screenings; balance testing; Veterans recognition and travel.

Interlochen: Redeemer Fellowship Center
US31 and Rogers Road, Interlochen, Michigan 49643
- 2019 Statistics: 744 unduplicated participants; 5,714 duplicated visits.
- Redeemer Lutheran Church provides us with space for programming, including an office, internet access, licensed kitchen, storage and an abundance of space for programs. Prior to 2020, we had been meeting at the Golden Fellowship Hall with the support of Green Lake Township. With the Interlochen Public Library moving out of this space, the future of the building has been up in the air. Increasing issues with building maintenance and safety concerns, prompted us to look for another place to gather.
- No fee to use space.
- Programs include: Two weekly exercise classes; Weekly lunches; various educational programs; holiday parties; transportation to Senior Expo; on-site shredding; vitals monitoring; health screenings; balance testing; Veterans recognition; travel; income tax assistance; seasonal golf club; Legal clinic; games and tournaments.

Kingsley: The Rock
115 E. Blair Street, Kingsley, Michigan 49649
- The Rock of Kingsley provides us with use of their building on Wednesdays and Fridays for an annual rental fee of $9,600.00.
- Programs include: Weekly lunch and exercise class; various educational programs; holiday parties; transportation to Senior Expo; on-site shredding; vitals monitoring; health screenings; balance testing; Veterans recognition; travel; Footcare; income tax assistance; games and tournament; seasonal Rock and Jam dance.
### Fund 208

<table>
<thead>
<tr>
<th>Department</th>
<th>Budget</th>
<th>Revenue</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Center</td>
<td>618,804</td>
<td>408,370.12</td>
<td>210,433.88</td>
</tr>
</tbody>
</table>

### Total

<table>
<thead>
<tr>
<th>Department</th>
<th>Budget</th>
<th>Revenue</th>
<th>Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>1,009,594</td>
<td>915,136.95</td>
<td>102,039.92</td>
</tr>
</tbody>
</table>

### Revenue

<table>
<thead>
<tr>
<th>Department</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Center</td>
<td>618,804</td>
<td>408,370.12</td>
<td>210,433.88</td>
<td>0</td>
</tr>
</tbody>
</table>

### Expenditures

<table>
<thead>
<tr>
<th>Department</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior Center</td>
<td>618,804</td>
<td>408,370.12</td>
<td>210,433.88</td>
<td>0</td>
</tr>
</tbody>
</table>
Historic Red Barn at Maple Bay

1 message

Laura Johnson <johnson@acegroup.cc>
To: kerickson@grandtraverse.org

Wed, Feb 12, 2020 at 4:09 PM

Dear Kristine,

With regards to our phone conversation, I am concerned with the current state of repair of the historic red barn in the Maple Bay Natural Area.

Over the years, I have traveled US 31, generally on a bimonthly basis, and have observed the barn’s gradual deterioration. At one point, I noticed part of the roofing had come off, and was heartened to see, on a subsequent trip, that the roofing had been repaired. However, I have not seen much improvement since then.

Having noticed the adjacent farmhouse is now gone, I wonder if the barn will continue to be neglected to the point of removal. That would be a shame. It is such a striking structure, especially surrounded by fields of sunflowers in bloom.

How about having a structural assessment done and determine what it would take to preserve the barn? Once that is done, it will be easier to determine what the priorities are in order to preserve it. This historic barn would provide a great space for community gatherings and events to promote the Maple Bay Natural Area.

Parks are the stage for many outdoor activities, but what is often overlooked is the visual value for people who just pass by. As for me, I have visited the beautiful Maple Bay Natural Area only a few times. However, as I drive north on US 31, and as I top the crest of the hill, I never tire of seeing the panoramic view of the barn and fields below. I’m sure there are many travelers who feel the same way.

Thanks for your consideration of this subject.

Laura Johnson

3464 Kroupa Rd.

Traverse City, MI 49686
Medalie Park and Boardman Lake access

1 message

Gretchen Uhlinger <guhlinger@gmail.com>  
To: kerickson@grandtraverse.org

Wed, Feb 19, 2020 at 4:24 PM

Good afternoon,

I read the Ticker article regarding the questions that have arisen regarding the use of Medalie Park as a launch site for an additional number of commercially owned kayaks and stand up paddle boards. Having witnessed the steady increase in the number of people using the lower portion of the Boardman River as a place to consume alcohol while paddling, I would like to voice my objection to expanding that type of activity to include both ends of the Boardman Lake.

I have three reasons:
1. as the Medalie Park website describes, Boardman Lake is home to a variety of water birds who bring bird watchers to the docks that were built for that purpose.
2. as the website does not describe, one of those varieties of birds is a pair of nesting loons who return (or whose offspring return) annually to the east side of the lake. It is rare to have such shy birds in our midst.
3. I believe Traverse City could be proud of a "quiet lake and pristine river". Rather than that we are at risk of expanding our reputation as a town where one can pay a purveyor to sell you beer, then drive you to a spot on the Lake where you get in a small craft (often with your own beer) and attempt to paddle to the Bay where you climb out on the sand and walk, wet and drunk, back to the beginning where you get more beer.

I am happy to participate in public forums.

thanks for all that you do!
Gretchen Uhlinger
116 Hillcrest Court
Traverse City, MI 49684

--
Gretchen Uhlinger, Independent Educational Professional Consultant
PINPOINT PERSONAL ACADEMIC ADVISING
telephone: 231.620.5710
Good morning Kris,

Enacted Parks and Recreation Commission Rule 9 of Section 2 establishes that "it is unlawful" to "peddle or systematically solicit business of any nature . . . without permission from the Director." Section 2, Rule 1 states that "it is unlawful" to "enter, use, or occupy County Park Property for any purpose when they are posted against entry, use, or occupancy, as ordered by the commission."

My understanding of your question is whether you must allow access to the lake to businesses. I do not believe you are required to allow such a use of Medalie, but I do believe you must post that "use" of the park for commercial activity, such as launching into the lake for commercial purposes, is prohibited.

Respectfully,

Kit

Christopher D. Tholen
Assistant Prosecuting Attorney
Deputy Civil Counsel
Grand Traverse County
(231) 922-4600

On Tue, Feb 25, 2020 at 5:21 PM Kristine Erickson <kerickson@grandtraverse.org> wrote:

Hello again, Kit.

The Parks and Recreation Business Development Team and Parks Board president has asked me to see if the Parks Board may make a decision in the interests of protecting its park.

Please see the attached request for a description of that decision.

Because I will be out of the office between February 27 and March 11, please share the answer with Alisa Korn, also, who is our board's president.

She would like to share this information, if possible, with the Business Development Team on March 3.

Sincerely,

Kris
Kristine Erickson, Director
Grand Traverse County Parks and Recreation Department and Senior Center Network
1213 W. Civic Center Drive
Traverse City, Michigan 49686
Phone: 231-922-4511
Fax: 231-922-2064

Be sure to get out and play today in one of YOUR County parks!
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, February 13, 2020, 5:30 p.m.
Commission Chambers, Second Floor, Governmental Center
400 Boardman Avenue, Traverse City, Michigan 49684

MINUTES

A. Call to Order
Meeting called to order at 5:31 p.m.

B. Pledge of Allegiance

C. Roll Call
Commissioners Present: Betsy Coffia*, David Grams, Rodetta Harrand, Steve Largent, Andy Marek, Jalen Provo, Whitney Waara
Commissioners Excused: 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; Ty Schmidt, Executive Director, Norte; Lenny Brinson, Field Manager, American Legion Baseball; Bob Johnson, American Legion Baseball Board Member; Steve Stannard, Planning Consultant for Gosling Czubak Engineering Science, Inc.; Tawny Hammond, Operations Manager, The River Outfitters; Carrie Klingelsmith, Project Professional, Beckett Raeder, Inc.; Chris Bott, Coach, TC Tritons Rowing Club; Chuck Korn, Garfield Township Supervisor

D. First Public Comment
Bob Johnson stated that American Legion Baseball registration is open.

E. Approval of/Additions to Agenda
MOTION by Marek, second by Harrand, to accept the agenda, as presented. Motion carried.

F. Special Orders of Business/Presentations
1. Norte Update
Ty Schmidt, Norte’s Executive Director, provided an update about Norte’s programming and locations. Programming is expected expand throughout the County this year to serve more.

G. Consent Calendar
MOTION by Marek, second by Coffia, to receive and file the Consent Calendar, with the exception of Items 2, 5, 8, and 9. Motion carried.

Receive and File
1. Parks and Recreation-Senior Center Network Department Report
2. Parks and Recreation-Senior Center Network Financial Report
3. Approved Minutes from January 14, 2020 Meeting of the Business Development Team
4. Grand Traverse Conservation District’s Monthly Reports
5. Map: Proposed New Campsites on Power Island
6. Letter Regarding Natural Education Reserve Property Encroachment Resolution
7. Feedback from Customers Regarding Park Facility Rentals in 2019
8. Five-year Snapshot: Park Facility Reservation Data
9. Announcement: Board Member Basics Class
10. Central Y Facility Use Statistics for 2018 and 2019

Approvals
1. Draft Minutes from January 9, 2020 Parks and Recreation Commission Meeting

H. Items Removed from Consent Calendar
1. Item 2. Parks and Recreation-Senior Center Network Department Report
   MOTION by Harrand, second by Waara, to receive and file Item 2. Motion carried.
2. Item 5. Map: Proposed New Campsites on Power Island
   MOTION by Korn, second by Provo, to receive and file Item 5. Motion carried.
3. Item 8. Five-year Snapshot: Park Facility Reservation Data
   MOTION by Provo, second by Waara, to receive and file Item 8. Motion carried.
4. Item 9. Announcement: Board Member Basics Class
   MOTION by Marek, second by Harrand, to receive and file Item 9. Motion carried.

I. Reports
1. Parks and Recreation-Senior Center Department Report
   Parks and Recreation Director and Senior Center Network manager verbally added to written report in Consent Calendar.
2. Committee and Representative Reports
   Commissioner Korn provided an update following the recent Business Development Team meeting.

J. New Business
1. Agreement Renewal Request: Parks and Recreation and The Rock for Senior Center Network Outreach Programming in Kinglsey
   MOTION by Marek, second by Korn, to enter into agreement with the Rock for 2020.
   Roll Call Vote
   Yeas: Korn, Grams, Largent, Harrand, Waara, Coffia, Marek, and Provo (8)
   Nays: None (0)
   Excused: Zerafa (1)
   Motion passed, 8 to 0.
2. Vendor Selection and Funding Request: Civic Center Master Site Plan Project
   Representatives from Beckett and Raeder, Inc. (Carrie Kinglesmith) and Gosling Czubak/Steve Stannards’ Salient Group (Steve Stannard), introduced themselves, discussed their responses to the Request for Proposals for the master site planning project at the Civic Center, and answer commissioners’ questions.
   MOTION by Largent, second by Waara, to authorize staff to contract with Beckett and Raeder in the amount of $34,050 to develop a master site plan for the Civic Center
   Roll Call Vote
   Yeas: Korn, Grams, Zerafa, Largent, Waara, Coffia, Marek, and Provo (7)
   Nays: Harrand (1)
   Excused: Zerafa (1)
   Motion passed, 7 to 1.
   MOTION by Provo, second by Grams, to approve expending up to $34,050 to fulfill the contracted services with Beckett and Raeder, Inc., with a pre-approved balance of $15,000 from Rotary Charities grant and match, and the remainder to come from the fund balance.
   Roll Call Vote
Yeas: Korn, Grams, Zerafa, Largent, Waara, Coffia, Marek, and Provo (7)
Nays: Harrand (1)
Excused: Zerafa (1)
Motion passed, 7 to 1.

3. Commercial Activity in County Parks
MOTION by Waara, second by Grams, to direct staff to work with Civil Counsel to develop a new park rule requiring a commercial business to have permission from Parks and Recreation to conduct business in a county park. Motion carried.

4. Project Proposal: Install Solar Lights on Tritons’ Shed at Medalie Park
MOTION by Marek, second by Harrand, to approve the installation of the solar lights and electrical on the Tritons’ shed at Medalie Park, with the necessary permits. Motion carried.

5. Request: TCAPS’ Use of Civic Center for Staging Area During Emergencies
MOTION by Korn, second by Grams, to approve the use of the County’s Civic Center for a TCAPS’ staging area during emergencies. Motion carried.

K. Old Business
1. Appointments: Business Development Team Citizen Member; Strategic Planning Subcommittee Citizen Member; Rules Committee Member; Commission Representative to Serve on Natural Education Reserve Advisory Board
MOTION by Marek, second by Waara, to appoint Peter Albers as a citizen member to the Business Development Team; John Sohaki as a citizen member to the Parks and Recreation Strategic Planning Subcommittee; Commissioner Marek as a Parks Board representative on the Natural Education Reserve Advisory Committee; and Commissioner Largent as a member of the Parks and Recreation Rules Committee. Motion carried.

2. Vendor Selection and Funding Request: Air Conditioning at Twin Lakes Park
MOTION by Provo, second by Harrand, to accept the bid, as proposed by ABI Mechanical, and to expend funds up to $10,848 for air conditioning at Twin Lakes Park.
Roll Call Vote
Yeas: Korn, Grams, Zerafa, Largent, Harrand, Waara, Coffia, Marek, and Provo (8)
Nays: None (0)
Excused: Zerafa
Motion passed, 8 to 0.

L. Second Public Comment
There was no public comment.

M. Notices and Commissioner Comments
Commissioner Provo stated he attended the mParks Conference and appreciated going to it.
Commissioner Largent stated that the bridge proposed at the former Sabin Dam site has an estimated cost of $1.23 million.
Director reported there is now Wi-fi installed at Twin Lakes Park.
Commissioner stated she was interviewed by the Record-Eagle about Civic Center master site planning and the vendor responses. She stated she attended the Grand Traverse Band of Chippewa and Ottawa 2% grant presentation ceremony, and accepted the Phase III project grant for the Native American Marker Tree at the Civic Center.

N. Adjournment
Meeting adjourned at 7:39 p.m.
Information Sheet

J. New Business
   1. Request to Renew Agreement for Resource Management Services at Natural Education Reserve and Medalie Park (Action Item; Director and Conservation District Representative)

Background: Attached is a proposed, new three-year agreement for land and resource management services to be provided by the Grand Traverse Conservation District at the Natural Education Reserve for the County.

The Conservation District has been managing this over 500-acre park for County Parks and Recreation since 1992.

For the past ten years, the annual fee paid to the Conservation District by Parks and Recreation for this service has been $46,416 (refer to Schedule A: Scope of Services in the agreement).

Although this fee remains the same in the proposed 2020 through 2022 agreement, the scope of services to be provided by the Conservation District has expanded to Medalie Park and the Meyer property (refer to Item 1 in Schedule A).

Request: Motion to approve executing the agreement between Parks and Recreation and the Grand Traverse Conservation District, as presented, for land and resource management services at the Natural Education Reserve.
AGREEMENT FOR RESOURCE MANAGEMENT SERVICES

THIS AGREEMENT is in effect upon the date of execution by and between GRAND TRAVERSE COUNTY PARKS AND RECREATION COMMISSION, a department of a Michigan county, 1213 West Civic Center Drive, Traverse City, Michigan 49686 (hereinafter referred to as “the Commission”), and the GRAND TRAVERSE CONSERVATION DISTRICT, a governmental subdivision of the State of Michigan, 1450 Cass Road, Traverse City, Michigan 49685 (hereinafter referred to as “the District”).

WITNESSETH:

WHEREAS, the Commission wishes to engage the services of the District to provide professional resource management assistance for its various public parkland properties; and

WHEREAS, the District is well-suited for and wishes to furnish such technical and professional service to the Commission.

THEREFORE, the Commission and the District mutually agree, as follows:

1. **Scope of Services.** The District shall provide services to the Commission in accordance with and as set forth in “Schedule A: Scope of Services,” attached hereto and incorporated herein by reference. The Commission and the District agree that services provided will be further defined in a mutually agreeable Work Plan developed and updated for each year of the agreement. A proposed annual Work Plan and project budget will be submitted to the Commission for approval in July of each year of this Agreement.

2. **Compensation and Method of Payment.** The Commission shall pay to the District and the District agrees to accept as full compensation for services under this agreement $46,416 annually in four equal installments of $11,604. The first installment shall be due upon execution of this Agreement. The remaining payments shall be made quarterly, thereafter.

3. **Period of Performance.** The obligations to be rendered under this Agreement shall commence January 1, 2020, and continue through December 31, 2022, or until terminated in accordance with paragraph 15. Each year during the term of and on the approximate anniversary date of this agreement, a representative of the Parks and Recreation Department and a representative of the Conservation District agree to meet and confer to discuss any proposed changes.

4. **Independent Contractor.** The relationship of the District and its employees to the Commission is that of an independent contractor and in accordance therewith, the District covenants and agrees to conduct itself consistent with such status and that neither it nor its employees, officers, or agents will claim to be an employee, officer, or agent of the Commission or make any claim, demand, or application to or for any rights or privileges applicable to any officer or employee of same, including but not limited to worker's compensation coverage, unemployment insurance benefits, social security coverage, or retirement membership or credit.

5. **District Responsibility.** The District shall perform the work in a good and workmanlike manner and assume the risk in performing under this Agreement. The District shall be solely responsible and answerable in damages for all improper work, accidents, or injuries to person or property resulting from actions or negligence of its officers, agents, or employees.

6. **Indemnity.** The District shall defend, indemnify, and hold harmless the Commission, its officers and employees, from and against any and all claims, liabilities, losses, damages, actual attorney’s fees, and settlement expenses for injury or death of any person and damage or loss of any property allegedly or actually resulting or arising out of any act, omission, or negligence of the District or its employees, agents, or subcontractors, in connection with
performing this Agreement. This indemnification agreement shall not be limited by reason of any insurance coverage. This indemnity paragraph shall survive termination of this Agreement.

7. **Workers Compensation.** The District shall maintain suitable workers compensation insurance on its employees pursuant to Michigan law and the District shall provide a certificate of insurance or copy of state approval for self insurance to the Commission upon execution of this Agreement.

8. **Compliance with Regulations.** The District shall comply with all applicable statutes, rules, and regulations of all Federal, State, and local governments and agencies having jurisdiction, and bears the risk of any such authorities or changes thereto.

9. **Non-Discrimination.** The Commission and the District agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, military service, or other non-merit factor. Breach of this covenant may be regarded as a material breach of this Agreement.

10. **Prohibition Against Assignment.** This Agreement is intended to secure the service of the District because of its ability and reputation and none of the District’s duties under the Agreement shall be assigned, subcontracted, or transferred without the prior written consent of the Commission. Any assignment, subcontract, or transfer of District’s duties under this Agreement must be in writing.

11. **Qualifications of the District.** The District specifically represents and agrees that its employees possess the experience, knowledge, and competence necessary to fulfill the duties required in this Agreement.

12. **Notice.** Whenever it is provided in this Agreement that a notice or other communication is to be given or directed to the Commission or the District, the same shall be given or directed to the respective party at its address as specified in this Agreement, or at such other address as either party may, from time to time, designate by written notice.

13. **Amendments.** This Agreement may be modified from time to time, but such modifications shall be in writing and signed by the District and the Commission.

14. **Termination.** This Agreement may be terminated either for:

   A. Default, defined as the failure of the Commission or the District to fulfill a material obligation of this Agreement, in which case termination may be immediate; or

   B. Lack of further need of the services under this Agreement due to program changes, changes in laws, rules or regulations, relocation of offices, lack of funding, or for convenience. Only the Commission may terminate this contract under this provision, 14.B. If the Commission chooses to do so, this termination must be by giving the District written notice of such cancellation thirty (30) days prior to the date of cancellation. Upon termination, the District shall be entitled to, and the terminating party shall pay, the costs actually incurred in compliance with and as approved under this Agreement until the date of such termination.

   Termination of this Agreement by the District or the Commission shall cause this entire Agreement to be terminated, except for Item 6 Indemnity.

15. **Interpretation.** This Agreement shall be governed by the laws of the State of Michigan, both as to interpretation and performance. The pronouns and relative words used herein are written in the neuter and singular. However, if
more than one person or entity joins in this Agreement on behalf of the District or the Commission, or if a person of masculine or feminine gender joins in this Agreement on behalf of District or the Commission, such words shall be interpreted to be in the plural, masculine, or feminine as the sense requires.

16. **Venue.** Any and all suits for any and every breach of this Agreement may be instituted and maintained in any court of competent jurisdiction in the County of Grand Traverse, State of Michigan.

17. **Entire Agreement.** This Agreement, together with all items incorporated herein by reference, constitutes the entire agreement of the District and the Commission and there are no valid promises, conditions, or understandings, which are not contained herein.

18. **Authority to Execute.** The District and the Commission agree that the signatories appearing below have the authority and are duly authorized to execute this Agreement on behalf of the party to the Agreement.

IN WITNESS WHEREOF, the District and the Commission hereto have executed this Agreement on the date and year first above written.

**WITNESSES:**

**GRAND TRAVERSE COUNTY PARKS AND RECREATION COMMISSION**

________________________________________
(Received)

GRAND TRAVERSE CONSERVATION DISTRICT

________________________________________
(Received)

Printed ______________________________________________________

Printed ______________________________________________________
SCHEDULE A: SCOPE OF SERVICES
2020-2022

The Grand Traverse Conservation District shall provide resource management services to Grand Traverse County Parks and Recreation Commission. The services shall consist of:

1. Oversee implementation of the Natural Education Reserve (NER) Management Plan.

2. Assist with the management of Medalie Park at 1910 S. Airport Road, Traverse City, Michigan 49686 and Meyer Property at 1091 N. Keystone Road, Traverse City, Michigan 49686, as defined by and agreed upon by both parties during the term of this agreement. Management activities may include, but are not limited to: invasive species control, shoreline vegetation management, installation of signage, etc.

3. Upon request and with mutual agreement of the Commission and the District, assist with projects on other County-owned parklands, as requested.

4. In conjunction with the NER Advisory Committee, develop and implement an annual Work Plan for the NER. The Work Plan will be submitted to the County Parks and Recreation Commission annually. Projects identified in the Work Plan are dependent on funds provided by the Commission.

5. Coordinate routine inspections and maintenance of existing structures and trails.

6. Provide habitat improvement and public access management services for the exposed bottomlands of Boardman Pond and Sabin Pond. Other than routine debris removal, sign replacement, etc., the Grand Traverse County Parks and Recreation Director or his or her designee will approve recommended actions to be taken to provide reasonable and safe public access.

7. Obtain permits needed for the above activities.

8. Regularly monitor the public's activities within the NER corridor.

9. Whenever possible, coordinate and use volunteers to accomplish work at the NER to garner greater community support, create better stewards of our environment, and to reduce labor costs.

10. Purchasing supplies and materials and coordinating labor for maintenance and improvements for the properties identified in Items 1 and 2 (listed above on this schedule). Before purchasing supplies and materials, and prior to coordinating labor, if costs will not covered under the EQUIP grant (described in Item 11 below) and if alternative funding has been sought but unavailable, then Grand Traverse Conservation District will seek pre-approval from Parks and Recreation Director for the project, then invoice County Parks and Recreation Department for costs.

11. Purchasing supplies and materials and coordinating labor for improvements to the Boardman River banks and bottomlands at the Natural Education Reserve, post-dam removal, as provided for in the Memo of Understanding among Grand Traverse County Parks and Recreation, Grand Traverse Conservation District, and the Grand Traverse Band of Ottawa and Chippewa Indians, in place for the period of January 19, 2018 through September 30, 2021 (attached as Appendix A). The Memo of Understanding stipulates how the Environmental Quality Incentive Program (EQIP) grant funds are to be used for installing the riparian forest buffer and applying other vegetative conservation practices which could, by mutual agreement among the parties, be made available for the improvement of fish and wildlife habitat at the Natural Education Reserve, post-dam removal. Grand Traverse Conservation District will invoice Grand Traverse County Parks and Recreation for reimbursement of costs for any labor, supplies, and materials as provided for in the Memo of
Understanding.

12. The District shall provide administrative and clerical support necessary to accomplish the above tasks.

13. The District shall attend at least one County Parks and Recreation Commission meeting each year during the term of this agreement to provide a verbal report and presentation of progress, to be scheduled as agreed to by Parties.

14. The District shall provide the Commission with monthly written activity reports.

15. The District shall provide a final report and recommendations for program continuation to the Commission in October of each year.

16. The District shall not be responsible for any activities listed above that are not accomplished due to inability to obtain permits, to lack of funding, or other factors beyond the District's control.
Grand Traverse County Parks and Recreation Department  
1213 W. Civic Center Drive  
Traverse City, MI. 49686

Re: Connector Sidewalk and Ramp  
(Northwest Corner of Civic Center Park)  
February 24, 2020

<table>
<thead>
<tr>
<th>Bid Review Sheet</th>
<th>Molon</th>
<th>Elmer’s</th>
<th>Walton</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Base Pedestrian &amp; Bike Path</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Site Preparation</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade existing project location for proposed path. Provide additional fill soil as necessary.</td>
<td>$4,928.00</td>
<td>$4,490.00</td>
<td>$6,165.00</td>
</tr>
<tr>
<td>Provide topsoil to top-dress (Min. 3”-4” Depth) all disturbed lawn areas. (6,300 SF)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excavate proposed path area. Use excavated material as fill soil during site grading or as future topsoil restoration.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saw-cut existing asphalt path as necessary in order to connect proposed path.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Asphalt Path</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25A Crushed Limestone Gravel Base 4“ Depth (140 LF x 8’ W x 4” Depth)</td>
<td>$4,525.00</td>
<td>$7,510.00</td>
<td>$4,400.00</td>
</tr>
<tr>
<td>Asphalt Path (140 LF x 8’ Width Typ.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Decorative Brick Paver Entrance Panel</strong> [See brick paver sample photograph below]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>25A Crushed Limestone Gravel Base 4” Depth (135 SF x 4” Depth)</td>
<td>$3,482.85</td>
<td>$5,220.00</td>
<td>$4,009.00</td>
</tr>
<tr>
<td>Sand Setting Bed 1” Depth (140 LF x 8’ W x 1” Depth)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Whitacre-Greer Dry-Pressed Clay Paver</td>
<td>4 x 8 x 2-1/4 Beveled Edge w/Spacer Lug Paver</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Color: 30 Clear Red Rustic</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concrete Edge Restraint</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Lawn Restoration</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CSI Geoturf - Green Plus Seed Mix (5-6 lbs./ 1,000 SF)</td>
<td>$1,170.00</td>
<td>$4,284.00</td>
<td>$3,140.00</td>
</tr>
<tr>
<td>Starter Fertilizer 12-12-12 (6,000 SF /Bag)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Net Straw Blanket (6.5’ W x 138 LF)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Round Top Bio-Pins (Min 1.5/SY)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Base Pedestrian &amp; Bike Path Total</strong></td>
<td>$14,105.85</td>
<td>$21,504.00</td>
<td>$17,714.00</td>
</tr>
</tbody>
</table>

Whitacre-Greer Dry-Pressed Clay Paver  
4 x 8 x 2-1/4 Beveled Edge w/Spacer Lug Paver  
Color: 30 Clear Red Rustic
Pedestrian & Bike Path Preliminary Plan

Proposed Pedestrian & Bike Path

Adjacent Property

Exisiting Asphalt Path

Existing Light

Lawn Area

Re-Graded

Undisturbed

Defensive Concrete/Decorative Paver Panel

Existing Concrete Walk

East Front Sheet
Vendor for Sidewalk

Joe Berry <jberry@grandtraverse.org>  Thu, Feb 27, 2020 at 3:54 PM
To: Ryan Walsh <rwalsh@grandtraverse.org>, Kristine Erickson <kerickson@grandtraverse.org>

After reviewing all 3 quotes for the sidewalk at the CC I would recommend Molon as the winning bid.

-Joe
[Quoted text hidden]