



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

Grand Traverse County Parks and Recreation Commission  
Organizational and Regular Meeting  
Thursday, January 9, 2020, 5 p.m.  
Governmental Center, Commission Chambers, Second Floor  
400 Boardman Avenue, Traverse City, Michigan 49684  
MINUTES

A. Call to Order

The meeting was called to order at 5 p.m.

B. Pledge of Allegiance

C. Roll Call

Commissioners Present: Betsy Coffia, David Grams, Rodetta Harrand, Alisa Korn, Steve Largent, Jalen Provo, Whitney Waara, Shirley Zerafa

Commissioners Excused: William Mouser

Others Present: Kristine Erickson, Director, Ryan Walsh, Office Manager, Lori Wells, Senior Center Network Manager, Katelynn Brown, Office Coordinator, and Ariel Perreault, Office Specialist, Grand Traverse County Parks and Recreation; Jack Robbins, County Resident, John Roth, County Resident, Rodney Kivell, County Resident

D. Election of Officers

1. Election of President

a. Nominations

MOTION by Harrand, second by Grams, to nominate Alisa Korn for President.

MOTION by Zerafa, second by Waara, to nominate David Grams for President.

b. Election of President

MOTION by Harrand, second by Grams, to elect Alisa Korn for President.

Roll Call Vote

Yeas: Coffia, Grams, Harrand, Korn, Largent, Provo, Waara (7)

Nays: Zerafa (1)

Absent: Mouser (1)

Motion passed, 7 to 1.

2. Election of Vice President

a. Nominations

MOTION by Korn, second by Waara, to nominate David Grams for Vice President.

MOTION Harrand, second by Provo, to nominate Whitney Waara for Vice President.

b. Election of Vice President

MOTION by Korn, second by Waara, to elect David Grams for Vice President.

Roll Call Vote

Yeas: Zerafa, Waara, Provo, Largent, Grams, Coffia, Korn (7)

Nays: Harrand (1)

Absent: Mouser (1)

Motion passed, 7 to 1.

3. Election of Secretary
  - a. Nominations
 

MOTION by Grams, second by Korn, to nominate Whitney Waara for Secretary.

MOTION by Provo, second by Harrand, to nominate Shirley Zerafa for Secretary.
  - b. Election of Secretary
 

MOTION by Grams, second by Korn, to elect Whitney Waara for Secretary.

Roll Call Vote

Yeas: Coffia, Grams, Harrand, Zerafa, Largent, Waara, Korn (7)

Nays: Provo (1)

Absent: Mouser (1)

Motion passed, 7 to 1.

E. 2020 Parks and Recreation Committee Appointments

1. Business Development Team (Six total; minimum of four Parks and Recreation Commissioners; maximum of two citizen appointees who are Grand Traverse County residents)
 

President appointed Rodney Kivell (Citizen Appointed), Whitney Waara, Alisa Korn, Shirley Zerafa, and Rodetta Harrand to serve on the Business Development Team.
2. Business Development Team Chair
 

President appointed Rodney Kivell (Citizen Appointed) to serve as Business Development Team Chair.
3. Business Development Team Vice Chair
 

President appointed Whitney Waara to serve as Business Development Team Vice Chair.
4. Natural Education Reserve Advisory Committee Representative
 

President appointed William Mouser to serve as the Natural Education Reserve Advisory Committee Representative from the Grand Traverse County Parks and Recreation Commission.
5. Traverse Bay Area Youth Soccer (TBAYS) Board Representative
 

President appointed Betsy Coffia to serve as the Traverse Bay Area Youth Soccer (TBAYS) Board Representative from the Grand Traverse County Parks and Recreation Commission.
6. Strategic Planning Subcommittee (Five members, with a minimum of four Parks and Recreation Commissioners and a maximum of one citizen appointee who is a Grand Traverse County resident)
 

President appointed Whitney Waara, Rodetta Harrand, Steve Largent, and Jalen Provo to serve on the Strategic Planning Subcommittee.
7. Strategic Planning Subcommittee Chair
 

President appointed Whitney Waara to serve as Strategic Planning Subcommittee Chair.
8. Strategic Planning Subcommittee Vice Chair
 

President appointed Rodetta Harrand to serve as Strategic Planning Subcommittee Vice Chair.
9. Rules Committee (Minimum of three, and a maximum of six Parks and Recreation Commissioners)
 

President appointed David Grams, William Mouser, Betsy Coffia, and Shirley Zerafa, to serve on the Rules Committee.
10. Rules Committee Chair
 

President appointed David Grams to serve as Rules Committee Chair.
11. Rules Committee Vice Chair
 

President appointed William Mouser to serve as Rules Committee Vice Chair.

MOTION by Korn, second by Grams, to reinstate the TBAYS Board Representative position for the Grand Traverse County Parks and Recreation Commission. Motion carried. [Director's Note: Although during its January 10, 2019 organizational meeting, the Parks and Recreation Commission eliminated its representative on the TBAYS Board, the opening for a County Parks and Recreation Commission representative was never eliminated by the TBAYS Board.]

MOTION by Waara, second by Provo, to adopt the slate of appointments, as presented by the President.

Roll Call Vote

Yeas: Waara, Largent, Zerafa, Harrand, Provo, Grams, Coffia, Korn (8)

Nays: (0)

Absent: Mouser (1)  
Motion Passed, 8 to 0.

F. Designated Signer

Per the *Amended Bylaws of the Grand Traverse County Parks and Recreation Commission*, Section 7.4 Duties of President:

*Each year during the organizational meeting in January, the Commission may designate one member (secretary or vice president) to affix his or her signature to contracts, bonds, and other documents requiring the signature of the president, if the president is unable to so do because of illness or other exigency which, in the opinion of the Commission, prevents the president from performing the functions of the office.*

President designated Secretary Whitney Waara to be the signer.

MOTION by Waara, second by Harrand, to approve Director to also be a signer. Motion carried.

G. 2020 Parks and Recreation Commission, Business Development Team Meetings

MOTION by Korn, second by Waara, to approve the draft schedule for Parks and Recreation Commission and Business Development Team Meetings, with a start time of 5:30 p.m. rather than 5 p.m. for both. Motion carried.

H. First Public Comment

Brian Beauchamp, TART Trails' Communications and Policy Director, updated Commissioners about the Boardman Lake Loop Trail Project.

I. Approval of/Additions to Agenda

MOTION by Waara, second by Grams, to approve the agenda, with the addition of "Civic Center Bleachers" under Old Business as Item 2. Motion carried.

J. Special Orders of Business/Presentations

No special orders of business/presentations.

K. Action on Consent Calendar

**Receive and File**

1. Parks and Recreation/Senior Center Network Budget Report
2. Reference: Final 2020-2021 Work Plan: Grand Traverse County Parks and Recreation-Senior Center Network
3. Reference: State of Michigan County and Regional Parks Act 261 of 1965
4. Reference: *Rules and Regulations with Respect to the Grand Traverse County Parks and Recreation Commission* [Board Operating Rules], Amended January 20, 2016
5. Reference: *Grand Traverse County Parks and Recreation Commission Rules* [Park Rules], Amended September 14, 2017; Amended June 13, 2019

**Approvals**

1. Draft Minutes from December 12, 2019 Parks and Recreation Commission Meeting  
MOTION by Provo, second by Korn, to receive, file, and approve the Consent Calendar, with the exception of Item 1. Motion Carried.

L. Items Removed from Consent Calendar

1. Parks and Recreation /Senior Center Network Budget Report  
Commissioner Korn asked for clarification of a line item in the budget, and staff responded.  
MOTION by Korn, second by Coffia, to receive and file Item 1. of the Consent Calendar. Motion carried.

M. Department Report

Director and Senior Center Network Manager summarized the written report, which was handed out to Commissioners prior to the start of the meeting.

N. New Business

No new business.

O. Old Business

1. Air Conditioning at Twin Lakes Park, Gilbert Lodge

Office Manager presented three bids for air conditioning at Twin Lakes Park and shared the Facilities Management Director's recommendation. Commissioners asked staff to bring a memo from the Facilities Management Director about his recommendation to the next regular meeting on February 13, 2020.

2. Civic Center Bleachers

MOTION by Grams, second by Waara, to authorize Director to expend up to \$7,500 from Parks and Recreation's fund balance to purchase and install a ramp for Howe Arena bleachers.

Roll Call Vote

Yeas: Coffia, Grams, Harrand, Largent, Provo, Waara, Zerafa, Korn (8)

Nays: (0)

Absent: Mouser (1)

Motion passed, 8 to 0.

P. Second Public Comment

There was no public comment.

Q. Notices and Commissioner Comments

Commissioner Waara invited the public to attend a discussion about paddling on the Boardman River on February 5, 2020 at 6 p.m. at the Traverse Area District Library.

Commissioner Coffia thanked the board for its service and stated she looks forward to working with commissioners.

Commissioner Provo stated he is thankful and looking forward to serving on the Commission.

Commissioner Korn stated she is excited to be back on the board.

R. Adjournment

The meeting adjourned at 6:21 p.m.