



*We will enhance community and quality of life through people, parks, and programs.*

**Grand Traverse County Parks and Recreation Commission  
MINUTES  
Thursday, April 5, 2018  
Training Room, Second Floor, Governmental Center  
400 Boardman Avenue, Traverse City, Michigan 49684  
5 p.m. Meeting**

A. Pledge of Allegiance

B. Call to Order

Meeting called to order at 5 p.m.

C. Roll Call

Commissioners Present: Pete Albers, Rod Kivell, Rodetta Harrand, Steve Largent, Tom Mair, William Mouser, Whitney Waara (6:45 p.m.)\*, Shirley Zerafa, John Roth

Commissioners Excused: David Grams

Others Present: Kristine Erickson, Director, Ryan Walsh, Office Manager, Lori Wells, Senior Center Network Manager, Grand Traverse County Parks and Recreation; Chris Forsyth, Deputy Civil Counsel and Interim Management Team, Dean Bott, Finance Director, Grand Traverse County; Derek Melville, City of Traverse City Parks and Recreation Superintendent; Ty Schmidt, Director, Norte! Youth Cycling; Daniel LeCouteur, InTeliCare Health Service; Chris Bott, Director, Traverse City Tritons; Mike Stemo, Traverse City Tritons Board

*\*Left the meeting before adjourned.*

D. First Public Comment

There was no public comment.

E. Approval of/Additions to Agenda

MOTION by Roth, second by Largent to approve the agenda with the addition of Concessions at Civic Center under Old Business as Item J5. Motion carried.

F. Special Orders of Business/Presentations

1. Cell Tower Land Leases

Chris Forsyth recommended that the Parks and Recreation Commission consider retaining Mike Watza to further investigate opportunities for cell land leases for Parks and Recreation.

MOTION by Harrand, second by Largent, to approve retaining Mike Watza and his law firm for up to \$5,000.

Roll Call Vote

Yeas: Albers, Kivell, Harrand, Largent, Mair, Mouser, Waara, Zerafa, Roth (9)

Nays: (0)

Absent: Grams (1)

Motion passes, 9 to 0.

G. Action on Consent Calendar

MOTION by Zerafa, second by Albers, to approve the Consent Calendar, with the exception of Items 7, 8, 10, and 11. Motion carried.

Receive and File

1. Draft Minutes from March 8, 2018 Parks and Recreation Commission Meeting
2. Approved Minutes from February 20, 2018 Business Development Team Meeting
3. Approved Minutes from February 22, 2018 and March 13, 2018 Fees Ad Hoc Committee Meetings
  
4. Approved Minutes from February 22, 2018 Future of County Parks and Recreation Meetings
5. Parks and Recreation-Senior Center Network Budget Report
6. February 2018 Conservation District Report
7. Letter of Support for Garfield Township's MNRTF Grant Application
8. Letter of Support for Green Lake Township's MNRTF Acquisition Grant Application
9. Parks and Recreation-Rock Agreement for Senior Center Satellite Location in Kingsley
10. Earth Day Celebration Flyer
11. March 28, 2018 E-mail from Conservation District Regarding Millage Request
12. "Stitches of Kindness" Program Thank-you

H. Items Removed from Consent Calendar

1. Item 7. Letter of Support for Garfield Township's MNRTF Grant Application and Item 8. Letter of Support for Green Lake Township's MNRTF Acquisition Grant Application  
Commissioner Zerafa asked for clarification regarding the "MNRTF" acronym in the grant applications.  
MOTION by Zerafa, second by Waara, to receive and file Items 7 and 8 of the Consent Calendar.  
Motion carried.
2. Item 10. Earth Day Celebration Flyer  
Commissioner Largent praised the Earth Day event taking place at Twin Lakes Park.  
MOTION by Largent, second Waara, to approve Item 10. of the Consent Calendar. Motion carried.
3. Item 11. March 28, 2018 E-mail from Conservation District Regarding Millage Request  
Commissioner Mair spoke regarding support of the County Board of Commissioners for the millage request.  
MOTION by Albers, second by Harrand, to receive and file Item 10. of the Consent Calendar. Motion carried.

I. Parks and Recreation-Senior Center Report

Director and Senior Center Manager gave verbal reports.

J. Old Business

1. City-County Day Camp in Howe Arena: Rental Agreement  
Derek Melville spoke about the upcoming summer camp and future agreements with County Parks and Recreation.  
MOTION by Albers, second by Kivell, to authorize the Director to sign an agreement with City Parks and Recreation for use of Howe Arena for 2018 City-County Day Camp program, upon review by City and County legal counsel. Motion carried.
2. Meyer House Rental Agreement Renewal Request  
Director provided an overview of previous Meyer house rental agreements and tenants.

MOTION by Zerafa, second by Albers, for Parks and Recreation to, pending review by counsel, renew the agreement with Mr. Jason Bigelow to rent the Meyer House and an outbuilding for \$1,050 per month, plus utility costs, from June 1, 2018 to December 31, 2020. Motion carried.

3. Proposed Rental of Pugsley Building by Norte! and Balance Bike Trail  
Ty Schmidt proposed Norte! renting the Pugsley Building at the Civic Center for additional programs and storage, and developing a balance bike trail for Norte!'s use behind the clubhouse at the Civic Center.  
MOTION by Zerafa, second by Kivell, to authorize Director to work with Civil Counsel, Facilities Management, and Norte! to reach agreement on proposed terms, to make a plan to execute those terms, and to develop a three-year rental agreement with Norte! for use of Pugsley building, to be brought back to Parks and Recreation Commission at a future meeting. Motion carried.  
MOTION by Largent, second by Mair, to authorize Norte! to build a balance trail. Motion carried.

4. Proposed Bylaws Amendment: Qualifications for Parks and Recreation Commission President  
MOTION by Harrand, second by Waara, to amend Section 7. Officers, 7.1 Election of the Bylaws of Grand Traverse County Parks and Recreation Commission to state:

*Ex officio members of the Commission shall not qualify to hold the office of president. Ex officio members are defined as those serving on the Commission by virtue of their office (Drain Commissioner, Planning Commission representative, Road Commission representative, County Board of Commissioners representative).*

Roll Call Vote

Yeas: Albers, Kivell, Harrand, Largent, Mair, Mouser, Waara, Zerafa, Roth (9)

Nays: (0)

Absent: Grams (1)

Motion passes, 9 to 0

5. Concessions at the Civic Center

Director spoke regarding the search for concession vendors at the Civic Center and issuing an RFP.

Director also informed Commission about upcoming expiration date of current vendor agreement for concessions and proposed extending the agreement until the end of the summer season.

#### K. New Business

1. Proposed Memorial Garden at Civic Center Park

Director and Daniel LeCouteur of InTeliCare presented LeCouteur's request to establish a memorial garden at the Civic Center.

Commissioners asked Director to continue exploring the feasibility of the request and report during the next regular meeting.

2. Traverse City Tritons Rowing at Medalie Park

Coach Chris Bott requested entering into an agreement for the Tritons to use Medalie Park.

MOTION by Kivell, second by Mouser, to authorize Director to work with Civil Counsel to develop a three-year agreement with Traverse City Tritons Rowing to include terms discussed, and to authorize President to sign agreement.

Roll Call Vote

Yeas: Albers, Kivell, Harrand, Mair, Mouser, Waara, Zerafa, Roth (7)

Nays: Largent (1)

Absent: Grams, Waara (2)

Motion passes, 7 to 1.

#### L. Second Public Comment

There was no public comment.

#### M. Notices and Commissioner Comments

There were no notices or comments.

#### N. Adjournment

Meeting adjourned at 7:30 p.m.