

**MINUTES**  
**REGULAR MEETING**

**5:30 PM - Thursday, January 13, 2022**

Commission Chambers, Second Floor,  
Governmental Center, 400 Boardman Avenue,  
Traverse City, MI 49686

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The Regular Meeting of the Parks and Recreation Commission of the Grand Traverse County was called to order on Thursday, January 13, 2022, at 5:30 PM, in the Commission Chambers, Second Floor, Governmental Center, 400 Boardman Avenue, Traverse City, MI 49686, with the following members present:

**PRESENT:** Rodetta Harrand, Jalen Provo, Alisa Korn, Jessica Brutzman, Rod Kivell, Grace Edinger, and Andy Smits

**EXCUSED:** Penny Morris

**A. CALL TO ORDER:**

The meeting was called to order at 5:31 p.m.

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL:**

**D. ELECTION OF OFFICERS:**

1. Election of President (Nominations)

Moved by Rodetta Harrand

Seconded by Jalen Provo

MOTION to open nominations for President.

**Carried**

Moved by Rodetta Harrand

Seconded by Jalen Provo

MOTION to nominate Commissioner Korn for president.

**Carried**

2. Election of President (Roll Call Vote)

Roll Call Vote:

Yeas: Brutzman, Edinger, Harrand, Kivell, Provo, Smits, Korn, and Underwood (8)

Nays: None (0)

Absent: Morris (1)

Motion passes 8 to 0.

3. Election of Vice President (Nominations)

Moved by Alisa Korn  
Seconded by

MOTION to open nominations for Vice President.  
**Carried**

Moved by Jalen Provo  
Seconded by Alisa Korn

MOTION to nominate Commissioner Kivell for Vice President.  
**Carried**

4. Election of Vice President (Roll Call Vote)

Roll Call Vote:

Yeas: Underwood, Smits, Provo, Kivell, Harrand, Edinger, Brutzman, and Korn (8)

Nays: None (0)

Absent: Morris (1)

Motion passes 8 to 0

Election of Secretary (Nominations)

Moved by Alisa Korn  
Seconded by Jalen Provo

MOTION to nominate Commissioner Harrand for Secretary.  
**Carried**

5. Election of Secretary (Roll Call Vote)

Roll Call Vote:

Yeas: Smits, Edinger, Provo, Brutzman, Underwood, Kivell, Harrand, and Korn (8)

Nays: None (0)

Absent: Morris (1)

Motion passes 8 to 0.

## **E. COMMITTEE APPOINTMENTS**

1. Business Development Team (Not to exceed six [6] members, with a minimum of four [4] Parks and Recreation Commissioners and a maximum of two [2] citizen members who are Grand Traverse County Residents)

2. Business Development Team Chair

- Commissioner Kivell

3. Business Development Team Vice-Chair

- Citizen Member, Pete Albers

Moved by Jalen Provo  
Seconded by Rod Kivell

MOTION to move forward with the previous assignments for the Business Development Team.

**Carried**

4. Natural Education Reserve Advisory Committee Representative

Moved by Alisa Korn  
Seconded by Rodetta Harrand

MOTION to appoint Commissioner Underwood as the Natural Education Reserve Advisory Committee Representative.

**Carried**

5. Traverse Bay Area Youth Soccer (TBAYS) Board Representative

Moved by Rod Kivell  
Seconded by Grace Edinger

MOTION to appoint Commissioner Provo as the Traverse Bay Area Youth Soccer (TBAYS) Board Representative.

**Carried**

6. Strategic Planning Subcommittee (Not to exceed five [5] members, with a minimum of four [4] Parks and Recreation Commissioners and a maximum of one [1] citizen appointee who is a Grand Traverse County resident.)

7. Strategic Planning Subcommittee Chair

- Commissioner Provo

Moved by Grace Edinger  
Seconded by Jessica Brutzman

MOTION to nominate Commissioner Provo as Chair of the Strategic Planning Committee.

**Carried**

8. Strategic Planning Subcommittee Vice Chair

- Commissioner Edinger

Moved by Jalen Provo  
Seconded by Rodetta Harrand

MOTION to nominate Commissioner Edinger as Vice-Chair of the Strategic Planning Committee.

**Carried**

Moved by Alisa Korn

Seconded by Jalen Provo

MOTION to appoint a citizen member, whom the President will reach out to, Commissioner Provo as Chair, Commissioner Edinger as Vice-Chair, Commissioner Kivell as Commissioner Member, and Commissioner Underwood as Commissioner Member.

**Carried**

9. Rules Committee (Minimum of three [3], and a maximum of six Parks and Recreation Commissioners)
10. Rules Committee Chair
  - Commissioner Provo
11. Rules Committee Vice Chair
  - Commissioner Kivell

Moved by Jalen Provo

Seconded by Grace Edinger

MOTION to maintain previous assignments for the Rules Committee as presented.

**Carried**

**F. 2022 Parks and Recreation Commission, Business Development Team, and Strategic Planning Ad Hoc Committee Meeting Schedule**

1. Proposed PRC and BDT and Subcommittee Schedules

Moved by Jalen Provo

Seconded by Jessica Brutzman

MOTION to approve the Parks and Recreation and Ad Hoc Committees schedules as presented.

**Carried**

**FIRST PUBLIC COMMENT:**

1. Public member, Norm Veliquette spoke in regard to harvesting dead black walnut trees at Maple Bay Farm and passing them along for use at 4H camps.

**APPROVAL OF/ ADDITIONS TO AGENDA:**

Approval of the Agenda

Moved by Andy Smits

Seconded by Jessica Brutzman

MOTION to approve the agenda as presented.

**Carried**

**SPECIAL ORDERS OF BUSINESS/ PRESENTATIONS:**

(Limited to 10 Minutes Each)

Benefactor Group Introduction and Update

- Laura MacDonald, Principal and Founder, and Katie Snider, Project Manager, introduced themselves and discussed the timeline for the project.
- County Deputy Administrator, Christopher Forsyth, discussed upcoming potential grant options.

**CONSENT CALENDAR**

**RECEIVE AND FILE:**

1. Parks and Recreation Department Report
2. Parks and Recreation Budget Report
3. Central YMCA Report
4. Minutes of the December 7, 2021, Parks and Recreation Business Development Team Meeting
5. Reference: State of Michigan County and Regional Parks Act 261 of 1965
6. Reference: *Rules and Regulations with Respect to the Grand Traverse County Parks and Recreation Commission* [Board Operating Rules], Amended January 20, 2016
7. Reference: *Grand Traverse County Parks and Recreation Commission Rules*, Amended September 14, 2017, June 13, 2019, July 9, 2020, May 13, 2021 [Park Rules]
8. Parks and Recreation Commission 2021 Motions and Roll Calls
9. Partner Evaluations Continued...

**APPROVALS:**

1. Draft Minutes of the December 16, 2021, Regular Meeting of Parks and Recreation Commission

**ITEMS REMOVED FROM CONSENT CALENDAR:**

Removal of Item 1 Parks and Recreation Department Report, Item 2 Parks and Recreation Budget Report, and Item 3 Central YMCA Report.

- Discussion on investigating the TBAYS fees.
- The maintenance or replacement for the EZ Go on Power Island has been budgeted for 2022.
- mParks Conference is in Traverse City from March 6 to 9.
- Employee costs have been combined into their own line-item budget to align with the other County department budgets.
- Discussion of pool usage during summer months.

Moved by Jalen Provo  
Seconded by Rodetta Harrand

MOTION to approve the Consent Calendar with the exception of Items 1, 2, and 3.

**Carried**

Moved by Jalen Provo

Seconded by Andy Smits

MOTION to receive and file Items 1, 2, and 3 of the Consent Calendar.

**Carried**

**REPORTS:**

Parks and Recreation Department Report (Refer to Item 1 in Consent Calendar; Verbal Report, as Necessary, to Supplement Written Report; Interim Director)

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)

- Committee Representatives in attendance reported on their respective committees for the committees that have met in 2022.

**OLD BUSINESS:**

Civic Center South Request for Support (Action Item)

Moved by Alisa Korn

Seconded by Jessica Brutzman

Grand Traverse County Parks and Recreation Commission supports the mission of Civic Center South and the recreational service they provide to their community as they move forward with their capital needs.

**Carried**

Roll Call Vote:

Yeas: Kivell, Brutzman, Underwood, Provo, Edinger, and Korn (6)

Nays: Harrand and Smits (2)

Absent: Morris (1)

Motion passes 6 to 2.

Civic Center Parking (Discussion)

- Signage for no parking has been removed on Titus Rd. at Civic Center Park.  
Great Lakes Incubator Farm Footbridge at the Natural Education Reserve (NER)

Moved by Andy Smits

Seconded by Grace Edinger

MOTION to conditionally approve the letter as tendered subject to final review as a form by County Administration.

**Carried**

**NEW BUSINESS:**

Twin Lakes Park Update (Discussion)

- A letter by Twin Lakes Park neighbor, Chaz McCall, was read to the commission.
- Discussion of the County Property Disposition Policy.

**SECOND PUBLIC COMMENT**

There was no second public comment.

**NOTICES AND COMMISSIONER COMMENTS:**

There were no notices or commissioner comments.

**ADJOURNMENT**

The meeting was adjourned at 8:28 p.m.

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County Clerk

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Chairman