

**Springfield Township  
Parks & Recreation Commission Regular Meeting  
Tuesday, February 12, 2013**

**I. CALL TO ORDER**

The February 12, 2013 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6:31 p.m. by Chairperson Vallad at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Commissioners Present**

Diane Baker  
Roger Bower  
Lisa Christensen  
Elena Danishevskaya  
Dennis Omell  
Angela Spicer  
Jean Vallad

**Staff Present**

Jennifer Tucker

**Others Present**

Judy Hensler  
Nancy Strole  
Dennis Vallad  
Collin Walls

**IV. AGENDA REVISIONS AND APPROVAL**

Chairperson Vallad moved to accept the agenda as presented. Chairperson Vallad was supported by Commissioner Christensen. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Spicer and Vallad; No: None; Absent: Omell. The motion carried by a 6-1 vote.

**V. PUBLIC COMMENT**

None

**VI. CONSENT AGENDA**

- A. Approval of Regular Meeting Minutes –January 15, 2013 with Additional Disbursements of \$4,811.37 for the Parks & Recreation Fund
- B. Receipt of Activities Report for January
- C. Receipt of Memo re: Returning Contractors 2013
- D. Receipt of Memo re: Hart Community Center Rental Agreement
- E. Receipt of Volunteer Opportunity Calendar
- F. Approval of Oakland County Trails, Water and Land Alliance Grant Letter Pledge

Receipt of Communications

1.

Commissioner Danishevskaya wanted it stated that the January meeting minutes should reflect that she requested that anything new that is on the agenda have supporting documentation in the Park Commission packets.

Chairperson Vallad did state that it is the policy of the Commission that anyone asking to have an item placed on the agenda is responsible for the explanation to be included in the packets for that item. Unfortunately, that agenda item was missed last month.

**Chairperson Vallad moved to accept the consent agenda with revisions. Chairperson Vallad was supported by Commissioner Christensen. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Spicer and Vallad; No: Omell; Absent: None. The motion carried by a 6-1 vote.**

## **VII. PUBLIC HEARING**

The public hearing for the Springfield Township Parks and Recreation Master Plan was opened at 6:34 pm.

Chairperson Vallad explained that every five years the Department's Master Plan must be updated and adopted.

Nancy Strole stated that she felt that it was a good document and she understands that it has come along way from where it started. Mrs. Strole stated that when she had looked at the plan she did come up with a list of corrections and/or clarifications. That list had been shared with Director Tucker and several of the corrections had been found and were corrected. The rest of the list would be addressed. Mrs. Strole stated that the goals listed in the plans were very good goals.

Collin Walls, Township Supervisor, stated he felt that the plan was excellent and that he felt that the additions of the policy statement/goals in the action plan is something that the Park Commission should be congratulated for putting into the plan.

Trustee Vallad stated that he had found several of the same corrections that Mrs. Strole and Supervisor Walls had found. Trustee Vallad stated that there is a reference in the plan about the number of school districts in the Township and he would like to point out that there is a small section of Brandon School District in Springfield. Trustee Vallad echoed Mrs. Strole and Supervisor Walls' sentiments that the plan was well done and that the action plan portion of the plan was very aggressive.

Chairperson Vallad stated that all the public that had wished to make a comment on the Master Plan had done so. The Public Hearing was closed at 6:44 pm.

## **VIII. OLD BUSINESS**

None

## **IX. NEW BUSINESS**

### **A. Resolution of Approval for the Springfield Township Parks and Recreation Master Plan**

Director Tucker stated that she tried to input all the corrections that were given to her but if there were any changes missed to please let her know.

Director Tucker went over the changes that had been made to the plan along with Mrs. Strole and Supervisor Walls' corrections and clarifications.

Chairperson Vallad read the Resolution to Adopt the Springfield Township Parks and Recreation Master Plan.

*WHEREAS, the Parks and Recreation Department of Springfield Township has undertaken a Five Year Parks and Recreation Plan, which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2013 and 2018, and*

*WHEREAS, a public hearing was held on February 12, 2013 at the Springfield Township Civic Center to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and*

*WHEREAS, the Parks and Recreation Department of Springfield Township has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and*

*WHEREAS, after the public hearing, the Springfield Township Parks Commission voted to adopt said Recreation Plan.*

*NOW, THEREFORE BE IT RESOLVED the Springfield Township Parks Commission hereby adopts the Springfield Township Parks and Recreation Master Plan as a guideline for improving recreation for the residents of the Township of Springfield.*

*I, Jean Vallad, Springfield Township Parks Commission Chairperson, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Springfield Township Parks Commission at a Regular Meeting thereof held on the 12<sup>th</sup> day of February, 2013.*

**Chairperson Vallad moved to adopt the Springfield Township Parks and Recreation 2013-2018 Master Plan as stated in the Resolution to Adopt. Chairperson Vallad was supported Commissioner Spicer. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

#### **B. Request for Bid Proposals for the Parks Department Copier**

Chairperson Vallad stated that Director Tucker is asking the Park Commission's approval to seek bid proposals for a copy machine for the Parks and Recreation office.

**Chairperson Vallad moved to authorize Director Tucker to seek bids for a new copier for the Parks and Recreation Department. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

### **Further Discussion**

Commissioner Bower asked how the maintenance of the machine would be set up. Is it based on a per copy cost or a total number of copies cost.

Director Tucker stated that the maintenance contract is typically detailed in the bids.

### **C. Request for Bid Proposals for Fencing for SBP Ball Fields and Request for Bid Proposals for Safety Fence Guard for SBP Fields**

Director Tucker stated that this item is in the 2013 budget to complete the fencing on the two new fields at the Shiawassee Basin Preserve. The fencing would be installed along the first and third base lines, which would help to protect the spectators and the participants on the sidelines.

Commissioner Baker wondered what "schedule 40" was in the bid.

Director Tucker stated it had to do with the thickness of the pipe.

**Commissioner Baker moved that the Department go out for a bid for the Fencing and Safety Fence Guard for the Shiawassee Basin Preserve Ball Fields as stated in the bid proposal. Commissioner Baker was supported by Commissioner Christensen. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

### **D. Conservation Efforts**

Director Tucker went over the Department's conservation efforts for the parks, in particular the efforts that have taken place in the Shiawassee Basin Preserve.

Commissioner Bower stated that he would be willing to take pictures that can be used in the educational process about the fen and the items that can be found within it.

Director Tucker went over the prescribed burn plan for this year and which fields would be included in those burns. In her memo, she asked to please send a Request for Bid Proposal to the two bidders that perform the prescribed burns. She would then award the bid to the lowest bidder that meets bid specifications. Both of these bidders are contractors for Oakland County Parks and Recreation and hold blanket bids for prescribed burning. Both of these bidders have worked for Springfield Township Parks and Recreation in the past and Director Tucker would like to maintain a good working relationship with them both. This way the cost of the burns would make the decision as to who would receive the work.

**Commissioner Baker moved to allow Director Tucker to go out for prescribed burn bids per her memo dated February 5, 2013. Commissioner Baker was supported by Chairperson Vallad. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

### **E. Formation of SBP Trail Committee**

Chairperson Vallad stated that Director Tucker is looking for two Park Commissioners plus an alternate for this committee.

This committee will work with Director Tucker and members from the Township Board to create additional trails in the Shiawassee Basin Preserve.

Commissioners Bower and Danishevskaya indicated they would like to be on the committee and Commissioner Omell will be the alternate.

**Chairperson Vallad moved to form the Shiawassee Basin Preserve Trail Committee that will consist of Commissioners Bower and Danishevskaya and Commissioner Omell as an alternate. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

#### **F. Approval of Smart Parks and Recreation Mobile App.**

Director Tucker went over the information that was in her memo that high lightened the opportunity that the Department has to have a partnership through MRPA with Mousetrap Mobile to have a mobile application for smart phones.

The program has multiple benefits for both the Department and the public.

The app would create a revenue stream and would not cost the Department anything. The app would be funded by the advertisements that are sold and displayed along with our mobile formatted website information at the top and bottom of the screen. 15% of the advertising sponsorship costs are given to MRPA from Mousetrap Mobile and 90% of that total would go to Springfield Township. In addition, if our Department finds the sponsor then our Department would get another 15% of the sponsorship amount from Mousetrap Mobile.

Chairperson Vallad would like to have the Township Attorney look over the agreement.

**Chairperson Vallad moved to have Director Tucker send the Smart Parks and Recreation Mobile App information to the Township Attorney. Contingent upon his approval then the Department would sign an agreement with MRPA for the App. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

### **X. TREASURER'S REPORT**

#### **A. Bills List**

**Commissioner Christensen moved to approve payment of the bills as follows: Parks and Recreation at \$ 7,351.94. Commissioner Christensen was supported by Chairperson Vallad. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

### **XI. COMMITTEE REPORTS**

#### **A. SBP House Committee**

Director Tucker stated that the committee had met at the house to review the items needed to be addressed in the house. Mr. King stated that he is willing to do most of the projects in the house. The one thing that needs to be replaced is the faucet in the bathtub.

Director Tucker stated that Mr. King has already started painting the house and cleaning it.

## **XII. PUBLIC COMMENT**

Mrs. Strole gave a brief history on the Springfield Site Action Committee.

## **XIII. COMMISSIONER COMMENT**

Commissioner Baker stated great work on the Master Plan. She is also really happy about the formation of the Trail Committee.

Commissioner Spicer thinks the Master Plan looks good and would like to say thank you to the staff for all their hard work on the project.

Commissioner Bower stated that he is excited at all the information that Commission gets to learn every month.

Commissioner Danishevskaya said good job on the Master Plan and she is looking forward to working with Commissioner Bower on the Trail Committee.

Commissioner Christensen said good job on the Master Plan and good job on the Spaghetti Dinner.

Commissioner Omell stated good job on the Spaghetti Dinner and he is thrilled with how well the meetings are going.

Chairperson Vallad also stated good job on the Master Plan and on the Spaghetti Dinner.

## **IVX. ADJOURNMENT**

**Commissioner Bower moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:48 pm. Commissioner Bower was supported by Commissioner Spicer. Vote on the motion: Yes: Baker, Bower, Christensen, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

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Jennifer Tucker, Director of Parks & Recreation

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Jean Vallad, Chairperson of Park Commission