

**Springfield Township
Park & Recreation Commission Regular Meeting
Tuesday, August 8, 2017**

I. CALL TO ORDER

The August 8, 2017 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:00 p.m. by Chairperson Bower 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
Dennis Omell
Angela Spicer
Jean Vallad

Staff Present

Sarah Richmond

Others Present

Anne Loncar

Commissioners Absent:

Rich Parke

IV. AGENDA REVISIONS AND APPROVAL

Commissioner Vallad moved to accept the agenda as revised adding G. Budget Reports under Consent Agenda. Supported by Commissioner Omell. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 5-0 vote.

V. PUBLIC COMMENT

Anne Locar was presented and stated that she is looking forward to serving.

Director Richmond stated that she spoke to Mr. Kent Barnes who commented that he was grateful for the opportunity to interview with the Commission and he wished Ms. Loncar well in her new position. Director Richmond explained to Mr. Barnes that she would like to conference with him regarding his ideas on increasing the communication level with the public.

VI. CONSENT AGENDA

- A. Approval of Meeting Minutes-July 11, 2017 with Additional Disbursements of \$25,478.17 for the Parks & Recreation Fund and \$1,350.00 Trust & Agency
- B. Receipt of Activities Report for July
- C. Receipt of Progress Report for July
- D. Receipt of Natural Resource Manager July Monthly Report

- E. Receipt of Memo re: 2018 Parks and Recreation Fund Budget
- F. Approval of Request for Proposals for 2018 Youth T-ball, Baseball, Softball & 2018 Basketball Uniforms
- G. Budget Reports

Receipt of Communications

Chairperson Bower moved to accept the consent agenda as presented. Supported by Commissioner Vallad.

Commissioner Vallad commented that, as an example, for the progress report for July, she does not need to see all the actions taken. She suggested only showing recent updates and she asked the Commissioners for their thoughts.

Chairperson Bower agreed saying that it would be using less paper and less time to review the report.

Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 5-0 vote.

VII. OLD BUSINESS

A. Update on Concrete Repairs at Mill Pond Park

Director Richmond confirmed that the Commission had approved an expenditure of up to \$9,000.00 for the Concrete Repairs. She stated that she was only able to get a bid from one concrete company. The Department has worked with Upcott's previously for sealcoating and they have been great to work with. She outlined the bid received in the memo for the Commissioners. She confirmed that they are going to remove and replace four sections of the sidewalk, replace and repair the concrete after the last parking spot outside the main gate, the section before the fishing pier and repair several sections by the Hart Center entrance. She explained the repairs that were going to be made. The sidewalk was budgeted at an estimated cost of \$2,800.00 but the cost is \$3,570.00. She feels comfortable in finding the additional funds in the same Cost Center. The other portion that was not budgeted was the repairs that are needed for the tennis courts. She explained the repairs needed for the tennis courts. She received an estimate for cutting out the damaged concrete, pour the new concrete and to fill the cracks to take care of the weed issues. She contacted Sport Court which is the company that installed the tiles, to inquire about them removing and installing them for this project. The Sport Court business is only charging the Department staff time to come out and replace the tiles and the estimated cost is \$500.00 for this portion of the repairs through Sport Court. She summarized the timeline and plan for the repairs. She commented that the concrete work, sidewalk concrete work and the filling of the tennis courts totals \$8100.00. The only problem is if the tiles are pulled up and the cracks are worse than anticipated, they will have to do some extra filling and this would raise the cost. She stated that the Maintenance Supervisor will be onsite and overseeing the project.

Commissioner Vallad moved that anything up and beyond \$3,570.00 for all the concrete and tennis court repairs at the Hart Community Center and Mill Pond Park, which is being

performed by Upcott Asphalt Maintenance, be taken from Prior Year Funds. Supported by Commissioner Baker.

Commissioner Omell asked if the repairs included any fiber or mesh under the concrete because the ground moves and it could make it more stable.

Director Richmond replied no but she will ask the contractor.

Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 5-0 vote.

VIII. NEW BUSINESS

None

IX. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve the July bills list totaling \$16,018.78 and \$1450.00 for Trust and Agency. Supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 5-0 vote.

Ms. Loncar asked what type of usage do the tennis courts get.

Director Richmond replied a lot, both through the residents when open and with the lessons that the Department offers.

Ms. Loncar asked what the warranty is on the tennis court surface.

Director Richmond answered that it is typically a year.

Ms. Loncar asked what was the warranty on the courts and are the tree roots causing the damage to the courts.

Director Richmond answered that some of the warranty has expired but that is why she wants someone from the company to visit on-site. She does not think the trees are the problem except for the far corner area. The concrete on the basketball court has held up better than the tennis court area.

X. COMMITTEE REPORTS

None

XI. PUBLIC COMMENT

None

XII. COMMISSIONER COMMENT

Commissioner Baker commented that some type of rubber sub-base might be a good addition under the concrete.

Commissioner Omell commented that they use fiber in the concrete. It costs a little bit more.

Commissioner Baker asked if sub-aggregate is used.

Director Richmond replied there is typically a base there.

Commissioner Baker commented that Taco Tuesday went well. She asked if they could have a field trip at the beginning of one of the meetings in the fall.

Commissioners and Director Richmond discussed the ideal time for a field trip.

Commissioner Baker stated that she was upset to hear about the vandalism at Hart Community Center and she suggested putting up a trail cam.

Director Richmond replied that she spoke to the Maintenance Supervisor about this. They see an increase in July typically. They have had extra patrols going through and she commented that it is nice to see so many youth enjoying the Parks but sometimes they need reminders regarding appropriate behavior.

Commissioner Vallad stated that she is concerned about the concrete work and having wet cement where people could do something in it.

Director Richmond replied that therefore she wanted the concrete contractors to pour while staff was there so it begins to set up while it is being watched.

Commissioner Omell welcomed Ms. Loncar to the Commission. He commented that Taco Tuesday was a great event.

Director Richmond replied that the first time an event is held it is a learning time and there are a couple of things that they would do differently next time.

Commissioner Spicer also commented that Taco Tuesday went well.

Commissioner Vallad commented that she did not see many seniors at the event.

Director Richmond replied that they did have a few. She confirmed that the Department needed volunteers for Heritage Festival and asked the Commissioners to contact her with their availability.

Commissioner Vallad asked for permission to approach the Springfield Site Action Committee (SSAC) about the possibility of changing the 10% of purchase price of property going toward

development to 15-20% of purchase price going toward development. She mentioned specifically how it would help River Run.

Director Richmond confirmed that this change would also have to go to the Township Board.

Director Richmond commented that this 10% is not only for development, it is also for stewardship.

Commissioner Vallad replied that she wants to go through the proper channels in the right sequence.

Commissioners confirmed that they would like Commissioner Vallad to follow-up on this possible change.

XIII. ADJOURNMENT

Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 7:45 pm. Supported by Commissioner Spicer. Vote on the motion: Yes: Baker, Bower, Omell, Spicer, Vallad; No: None; Absent: Parke. The motion carried by a 5-0 vote.