

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, July 15, 2008**

I. CALL TO ORDER

The July 15, 2008 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:13 p.m. by Chairperson Parke at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present

Diane Baker
Ron Hudson
Dot LaLone
Rich Parke
Annette Zemon-Parker
Jean Vallad

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

Commissioners Absent

Kelly Hyer with notification

IV. AGENDA REVISIONS AND APPROVAL

Add "Discussion of Grants for Centers for Regional Excellence" as New Business item "D"

Commissioner Vallad moved to accept the agenda as revised. Commissioner Vallad was supported by Commissioner Zemon-Parker. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Approval of Regular Meeting Minutes-June 10, 2008 with Additional Disbursements of \$10,779.99 for Parks & Recreation Fund and \$ 875.00 for Trust & Agency.
- B. Receipt of Parks & Recreation Activities Report for June
- C. Receipt of Financial Summaries
- D. Receipt of June Budget Reports
- E. Receipt of Approved Township Board Meeting Minutes for May 8, 2008

- F. Receipt of Tentative July Calendar of Events
- G. Receipt Township Board Agenda for July 10, 2008
- H. Receipt of Revised Mileage Reimbursement Rate
- I. Receipt of Revised Pavilion Rental Agreement
- J. Receipt of Office Schedule for the Remainder of 2008 as Requested
- K. Approval of Operational Handbook Language for Office Closing for Special Events

Receipt of Communication

1.

Commissioner Vallad moved to accept the consent agenda as revised. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

VII. OLD BUSINESS

A. Approval of 2010 Budget

The Park Commission discussed the draft of the 2010 budget.

Director Tucker stated that the budget is very similar to the 2009 draft that the Park Commission has already approved.

Chairperson Parke moved to accept the 2010 budget dated July 15, 2008 as presented. Chairperson Parke was supported by Commissioner Hudson. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, and Zemon-Parker; No: Vallad; Absent: Hyer. The motion carried by a 5-1 vote.

VIII. NEW BUSINESS

A. Discussion of Labor Costs to Build the Observation Deck at Dollar Lake

Commissioner Vallad inquired if the lowest bidder is insured.

Director Tucker stated that the lowest bidder is insured.

Commissioner LaLone inquired why there was such a difference between the two bids.

Director Tucker stated that both bidders bid on the exact same specifications for the project.

Director Tucker stated that by building the observation deck it will help with some of the erosion problems in that area.

Director Tucker stated that the drawing that is in the Commission's packet illustrates the other phases that could be considered for future projects. The bid proposals that were received are only dealing with phase I of the project.

Phase I of the observation deck would utilize 200 feet of the Trex material donated by U.S. Fish and Wildlife.

Commissioner Vallad moved to hire Jeff Shafer Sr. to install the phase I of the observation deck overlooking Dollar Lake. Mr. Shafer will use some of the Park Department's Trex decking material and the sub-structure material will be provided by him as part of his bid proposal. Commissioner Vallad was supported by Commissioner Hudson. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

B. Discussion of Bid Proposals for Surveying Portions of the Shiawassee Basin Preserve

Commission discussed the bids that were received for the surveying of portions of the Shiawassee Basin Preserve.

After reviewing the bids, the Commission asked that Director Tucker seek more clarification on one of the bids.

The Commission discussed forming a committee that would meet once Director Tucker received clarification on the proposal so that a decision could be made on this project without waiting until the August 12, 2008 Park Commission meeting.

The Commissioners that volunteered to be on the committee are: Commissioner Baker, Commissioner Hudson, and Commissioner LaLone.

C. Commissioner Vallad moved to table item "B" under New Business, Discussion of Bid Proposals for Surveying Portions of the Shiawassee Basin Preserve, until Director Tucker receives clarification on the bid proposal submitted by W.J. Angus and Associates. After she receives clarification she will contact Commissioners Baker, Hudson, and LaLone for a survey committee meeting at which time the committee will be deciding between the two lowest bidders. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

D. Discussion of September Meeting Date

Commissioner Vallad moved to change the Park Commission September meeting date from September 9, 2008 to September 16, 2008. Commissioner Vallad was supported by Commissioner Hudson. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

E. Discussion of Grants for Centers for Regional Excellence

Commissioner LaLone stated on July 1, 2008 Governor Granholm released a press release regarding Centers for Regional Excellence grant opportunities. These grant opportunities are for any government or non-profit organization that can join forces to go for grant monies. The grant totals \$ 25,000.00 for two years (\$ 12,500 per year). All paperwork for the grant must be submitted by September 3, 2008.

Director Tucker stated that all groups involved must have a resolution to go along with the completed grant forms.

The Commission discussed that there are several possibilities that the department could apply for and asked Director Tucker to look into this opportunity.

IX. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve payment of the bills as follows: Parks and Recreation at \$ 33,998.49 and \$ 350.00 for Trust and Agency. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

X. COMMITTEE REPORTS

A. Policies and Procedure Committee

None

B. Shiawassee Basin Preserve Rental Properties Committee

None

C. Non-Profit Community Group Committee

None

XI. PUBLIC COMMENT

None

XII. COMMISSIONER COMMENT

Commissioner Baker wanted to tell those that had worked on the 2009 and 2010 budget that they had done a good job.

Commissioner LaLone stated that the Headwater Trail Fall Foliage Canoe Ride will be held on October 3, 2008. In addition the Ride the Rose, an equestrian ride, will be held on August 26, 2008.

XIII. ADJOURNMENT

Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:45 pm. Commissioner Vallad was supported by Commissioner Zemon-Parker. Vote on the motion: Yes: Baker, Hudson, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Hyer. The motion carried by a 6-0 vote.

Rich Parke, Chairperson of Park Commission