

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, February 15, 2011**

I. CALL TO ORDER

The February 15, 2011 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6:38 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
Dot LaLone
Anne Loncar
Annette Zemon-Parker
Jean Vallad
Darryl Wendt

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

Nancy Strole

Commissioners Absent

Lisa Christensen with notification

IV. AGENDA REVISIONS AND APPROVAL

Add "Discussion of Hart Community Center Freezer" as item "D" under New Business.

Add "Parks and Recreation Office Space" as item "E" under Old Business.

Add "Survey for the Springfield Township Parks and Recreation Master Plan" as item "F" under Old Business.

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

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Approval of Regular Meeting Minutes –January 11, 2011 with Additional Disbursements of \$5,583.61 for the Parks & Recreation Fund and \$ 150.00 for Trust & Agency
- B. Receipt of Activities Report for January
- C. Receipt of Financial Summaries
- D. Receipt of Approved Township Board Meeting Minutes for December 9, 2010
- E. Receipt of December Budget Printouts
- F. Receipt of January Budget Printouts
- G. Receipt of Township Monthly IT/Web/Cable Report
- H. Receipt of Young At Heart Active Adults January and February Newsletter
- I. Approval of Request for Bid Proposals for Automatic Doors for the Parks & Recreation and NOHLC

Receipt of Communications

1.

Chairperson Vallad moved to accept the consent agenda as presented. Chairperson Vallad was supported by Commissioner Wendt. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

VII. OLD BUSINESS

A. Discussion of Four Year Budgeting Plan – Chairperson Vallad

Chairperson Vallad stated that she would like to discuss the four year budgeting plan at the next Park Commission meeting. She would like to have the Commission members bring their copies of the priority lists that the staff provided to them and the Capital Improvement list that was compiled in 2009.

B. Codification Language Clarification

Director Tucker stated that she had spoken with the Township Attorney to receive clarification on allowing people to campaign on park property. Director Tucker had attached Mr. Need’s memo to her memo to the Park Commission.

In Mr. Need’s memo he clarified commercial and non-commercial solicitation in a “traditional public forum”, “limited public forum” and “non-public forum”

It is Mr. Need’s opinion our park properties are more likely to be considered a “limited” public forum or a non-public forum rather than a “traditional” public forum. In a limited public forum, more restrictions can be imposed. The Hart Community Center might be considered a traditional forum.

In his memo, Mr. Need stated that the Township can regulate the time, manner and place of speech in a traditional public forum for non-commercial solicitations. In addition, Mr. Need stated that if the Park Commission and Township Board wish to take an aggressive stance they can deem all the park properties to be limited or non- public forums. This means that commercial solicitations can be totally prohibited and non-commercial solicitations can be regulated and limited as to time and place. A less aggressive approach would be to deem the Hart Community Center as a traditional public forum. In this case both kinds of solicitations would need to be allowed; although regulated to time and place.

The Park Commission asked Director Tucker to put together some conditions and send them to Mr. Need. In addition, they asked Director Tucker to ask Mr. Need if the Park Commission needed to set a policy to address solicitations.

Commissioner Zemon-Parker moved to table this item until the regularly scheduled March 11, 2011 meeting after obtaining additional information. Commissioner Zemon-Parker was supported by Commissioner LaLone. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

C. Information on Tables for the Hart Community Center

Director Tucker informed the Park Commission that she had staff purchase one of the Lifetime tables from Sam's Club and it was determined that the table would not be the best solution for the department.

Chairperson Vallad moved to add this item to the agenda once Director Tucker has all the additional information necessary. Chairperson Vallad was supported by Commissioner Zemon-Parker. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

D. Discussion of Repairs to the Hart Community Center

Director Tucker stated that she had only received two bids for the tuck pointing of the Hart Community Center.

The first bid from Connolly Masonry, Inc. had two prices listed. The first price was \$ 2,075.00 to grind out and tuck point all exterior block work that are cracked with mortar. The second price was \$ 5,850.00 was for tuck pointing all flaws, new joints on infill areas and some parging work.

The second bid was Ken Buffmyer for the amount of \$ 1,610.00. Mr. Buffmyer's bid included twenty-two feet of crack repair. Director Tucker stated that she has some concern that there was more than twenty-two feet of cracks that needed to be repaired.

All repairs will need to be done when the weather is warmer.

Chairperson Vallad asked Director Tucker to have the bids clarified because there was such a big difference between the two.

E. Parks and Recreation Office Space

Chairperson Vallad stated that she asked to have this item place on the agenda after receiving a request from Jamie Dubre, the Township Treasurer.

After a lengthy discussion the Park Commission decided that Director Tucker, with a minimum of one Park Commissioner, and one office staff member should request a meeting with two Township Board officials to discuss the Parks and Recreation office spacing needs.

It was decided that Commissioner Baker, Commissioner Loncar or Commissioner Wendt would be attending the meeting.

F. Survey for the Springfield Township Parks and Recreation Master Plan

Director Tucker handed out samples of surveys that McKenna and Associates had used in the past, along with the survey that was used for the Needs Assessment. Director Tucker asked the Commission to please review the surveys and circle those questions that they liked and write down any additional questions they would like to have asked. All copies should be returned to the office by Tuesday, February 22, 2011. Once all copies are returned the office will compile the questions and then pass them on to McKenna and Associates.

VIII. NEW BUSINESS

A. Approval of Burn Proposal

Director Tucker reviewed the prescribed burn proposal that was included in the Park Commission packets. The proposal was for an eight acre burn. There would be some grant funds to cover the burn.

Director Tucker stated that she would like to combine the eight acre burn with another burn to see if it would be possible to get a lower price.

Commissioner Zemon-Parker moved to allow Director Tucker to spend no more than a price of \$3,800.00 for the 2011 spring prescribed burn program. Commissioner Zemon-Parker was supported by Commissioner Baker. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

Chairperson Vallad moved to switch New Business "B" "Approval of Request for Bid Proposal for Weed Harvesting of the Davisburg Mill Pond" to item "C" under New Business and make "Friends of the Parks Update" the new item "B". Chairperson Vallad was supported by Commissioner Loncar. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

B. Friends of the Parks Update

Nancy Strole was present this evening on behalf of the Friends of the Parks group. The Friends of the Parks is proposing to partner with the Parks Department to expand access and recreational opportunities on the north section of the Shiawassee Basin Preserve. They would like to do this by partnering with the Department to install strategically placed benches and interpretive signage along the existing one-mile driveway in the Shiawassee Basin Preserve.

Commissioner Baker stated that she thinks that the partnership is a good idea but she has some questions on the details.

Commissioner Wendt stated that he thinks that the Department should pursue a partnership with the Friends group for this project.

Commissioner Zemon-Parker stated that she has a concern on the monetary commitment without knowing how much that monetary amount will be. She also feels that there would have to be a huge educational effort done to let people know about this area. Also she feels that the Friends should do a more visible project to let people know about that group.

Commissioner LaLone prefers to see signage and benches on the existing trails. She also feels that there is another trail that could be developed and it would be, in her opinion, a better option. She also has some concerns about using the driveway as part of the trail.

Chairperson Vallad thinks that it is doable to have pedestrians and vehicles in that area but she does like Commissioner LaLone's plan for right now. She feels that we need to come up with a four year plan before the Park Commission commits any money to this project.

Director Tucker stated that she thinks it is a good idea to partner with Friends and this proposal would definitely force the Commission to do some thoughtful planning in respect to this area.

The Park Commission likes the concept of partnering with Friends but wants more detail on the actual plan. At this time the Commission is unable to commit any money to this project.

The Park Commission stated Mrs. Strole could inform the Friends group that they are interested in the concept of this project.

Commissioner Zemon-Parker reiterated her reservations about even pursuing this project at this time.

Commissioner Baker suggested forming a committee to discuss all the details of the project, such as where to place the benches and signage.

Friends for Trails Committee will be Commissioners Baker, Loncar and Wendt along with Director Tucker. They will meet with a committee from Friends to discuss the details of the plan.

Chairperson Vallad moved to form a Friends for Trails Committee to partner with the Friends of the Parks to pursue the concept of the plan that was presented this evening. The committee will consist of Commissioners Baker, Loncar and Wendt. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

C. Approval of Request for Bid Proposal for Weed Harvesting of the Davisburg Mill Pond

Commissioner Loncar moved to accept the Request for Bid Proposal for Weed Harvesting for the Davisburg Mill Pond and have Director Tucker go out for bids on this project. Commissioner Loncar was supported by Commissioner Wendt. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

D. Discussion of Hart Community Center Freezer

Director Tucker informed the Park Commission that the freezer at the Hart Community Center is having problems once again. The freezer is ten years old and has had several service calls on it in the last few years. Director Tucker stated that the last time there was service performed on the freezer, she was told that if the compressor was to fail and needed to be replaced it could cost at least \$ 1,000.00 to replace only the compressor.

Director Tucker is bringing this matter to the attention of the Park Commission in case it is the compressor that is in need of repair.

Director Tucker stated that she is looking into some grant funding possibilities to help cover the costs of a new freezer, if that is necessary.

Commissioner LaLone moved to allow Director Tucker to purchase a new freezer at a cost not to exceed \$ 3,000.00. The service call to assess the old freezer is to be included in said \$ 3,000.00. Commissioner LaLone was supported by Commissioner Zemon-Parker. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, and Vallad; No: Wendt; Absent: Christensen. The motion carried by a 5-1 vote.

X. TREASURER'S REPORT

A. Bills List

Commissioner Wendt moved to approve payment of the bills as follows: Parks and Recreation at \$ 24,636.41. Commissioner Wendt was supported by Commissioner Loncar. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

X. COMMITTEE REPORTS

A. Policies and Procedure Committee

None

B. Non-Profit Community Group Committee

None

C. Farmers' Market Committee

None

D. Hart Community Center Lighting Committee

Director Tucker stated that the company she had been contacting to get a quote for the wall sconces just informed her that the job is too small for them to do and would not be able to give her a price.

Chairperson Vallad stated that she would like to get a price to have for the four year budgeting plan.

Chairperson Vallad moved to remove Committees B, C, D until needed. Chairperson Vallad was supported by Commissioner Loncar. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

XI. PUBLIC COMMENT

None

XII. COMMISSIONER COMMENT

Director Tucker showed the Park Commission a sneak peak of the Spring and Summer Brochure. In addition, Director Tucker informed the Commission that this was only a twenty-eight page brochure and there was \$ 4,661.00 in revenue brought in from advertising that had been sold in the brochure.

Commissioner Loncar told staff they did a great job on the Spaghetti Dinner.

XIII. ADJOURNMENT

Commissioner Wendt moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 9:19 pm. Commissioner Wendt was supported by Commissioner Zemon-Parker. Vote on the motion: Yes: Baker, LaLone, Loncar Zemon-Parker, Vallad and Wendt; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

Jennifer Tucker, Director of Parks & Recreation

Jean Vallad, Chairperson of Park Commission