

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION REGULAR MEETING
Township Board Room
4550 Walnut Lake Road
West Bloomfield, Michigan 48323
Thursday, June 22, 2017**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chairman Green

ROLL CALL

Present: Chairman Joseph Green
Treasurer Merv Aronoff
Secretary Robert Brooks
Commissioner Fizman-Kirsch
Commissioner Michele Hembree
Commissioner Jerry Sukenic
Commissioner Sally Wenczel

Staff Present: Jennifer Tucker, Executive Director
Joe Ketchum, Parks Superintendent
Kelly Hyer, Recreation Superintendent

Absent: None

Public: None

PUBLIC FORUM

None

APPROVAL OF AGENDA

Motion by Treasurer Aronoff, second by Commissioner Fizman-Kirsch, to approve the agenda as presented.

**Voice Vote: Unanimous
Absent: None
Motion Carried, 7-0**

Resolution Declaring July as Parks and Recreation Month

Chairman Green read the Resolution to the Commission.

Motion by Brooks, second by Aronoff, to declare July as Parks and Recreation Month.

**Voice Vote: Unanimous
Absent: None
Motion Carried, 7-0**

CONSENT AGENDA

Items A through D are Consent Agenda matters considered to be routine by the Commission and enacted by one motion unless a member of the Commission wishes to discuss one of the topics.

- A. Approval of Minutes from the May 25, 2017, Regular Commission Meeting, as corrected.
- B. Approval of the May Financial Reports.
- C. Approval of prepaid expenditures in the amount of \$239,500.27. Expenditures in the amount of \$62,200.95 and credit card refunds totaling \$2,574.00 for the month of May 2017.
- D. Communications: None

Motion by Commissioner Sukenick, second by Secretary Brooks to approve Items A through D on the Consent Agenda.

Ayes: All
Nays: None
Absent: None
Motion Carried, 7-0

STAFF REPORT

Director Tucker reported that the fulltime Operations II position has been filled by Brandon Jackson. Brandon started his employment on June 1st. We are currently down two full-time positions in the Recreation Division with the retirement of Nancy Keener, Special Events Programmer and Kelley Marcaccio, Aquatics Coordinator leaving for another opportunity. The Operations team is currently 70 seasonal and part-time employees and 22 full-time employees.

The Family Aquatic Center opened for the season on June 17th. The Family Aquatic Center Site Redesign Project (ReFac) has been moving along. There is a Public Input meeting scheduled for July 17th at 7 pm at the Recreation Activities Center. Prior to that meeting, staff will be promoting the meeting at all facilities and through other media outlets along with an online survey to help start the conversation with community members. Parks staff also took a tour of the Independent Lake Splash Park in Washetnaw County to see the operation of their splash pad and observe procedures as well as the facilities such as concessions and restrooms.

Commissioner Fiszman-Kirsch asked who is leading the conversation on July 17th. Director Tucker said it will be Johnson Hill Land Ethics and staff will be in attendance as well. The Commission is welcome to attend.

The Pickleball Courts should be open by June 26th. The dedication is August 15th at 10:00 am.

Parks Superintendent Ketchum reported that staff assisted the Recreation staff for the third annual Touch-a-Truck event at Drake Sports Park. The event went very smoothly with a huge surprise of a Med-Evac helicopter at the event. A big thank you goes out to Chris Frey - Parks Supervisor for arranging the helicopter contact!

Staff assisted the Keith Elementary 5th grade class with another successful end of the year party at the Community Sports Park on June 9th. This annual party has been held at the Community Sports Park for 11 years.

Staff has been performing landscape bed maintenance, thinning perennials, moving plants and mulching the beds. Staff received state certified man lift training and the certification is good for three years. Staff assisted the City of Orchard Lake mowing the sides of Old Orchard trail with our micro-mower. This is just another example of our cooperation and partnership with the City of Orchard Lake.

Bike fix-it stations are in place at Arrowhead Road trailhead and another at Sylvan Manor Park trailhead. These are a nice addition to the trail and people have been using them! Pickleball courts are finished and they look wonderful. There are three courts facing north-south and another court facing east-west.

Commissioner Sukenick asked if there is any way to secure the bike fix-it stations. Superintendent Ketchum said staff is not that concerned about theft or vandalism as the units are very secure. Commissioner Sukenick asked if there is a way to install water fountains along the trail. Superintendent Ketchum said that has always been a consideration but there is no easy way to bring water to the trail; there has been some consideration to have a permanent facility installed with restrooms and drinking fountains at some point in the future.

Recreation Superintendent Hyer said that staff is going through a challenging time that includes on-going training with new staff members. Grand Opening of the pickleball courts will be on August 5th with a ribbon cutting ceremony at 9:00 am and free demonstrations starting at 10:00 am. There will also be two dates in the fall that will include some free demonstrations.

Summer staff has been trained; camp staff will have 40 hours of training and also meet regularly throughout the summer.

Touch-a-Truck had over 2400 attendees and over 750 cars. National Trails Day walk was on Saturday, June 3rd. The event was well received with over 50 walkers. Patrick Endres and Lauren Azoury did an out-reach program along the trail and that was very well received with over 50 people stopping for information. More out-reach programs may be planned since this was so successful.

WBPRC is looking at another sell-out summer for their programs!

Upcoming Events and Activities:

Kids Komotion 6/29, 7/20 and 8/17

Marshbank Music 7/12 – 8/9

Pooch Plunge 8/26

Commissioner Sukenic asked if there is any possibility for a bike rental program in the township. Superintendent Hyer said those programs are becoming very trendy but it is typically in an urban setting. Some issues with such a program: There needs to be a destination; someone has to take the bikes back and forth to the stations.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

None.

B. Items from the Secretary

None.

C. Items from the Treasurer

Treasurer Aronoff said he is excited about the Pickleball courts and splash pad and he is proud that the staff is doing research on how to run a splash pad.

COMMITTEE REPORTS

A. Executive: Report from Chairman Green

Chairman Green stated the committee met on June 8th, 2017 and discussed the June 22nd Commission Meeting Agenda; Commission Requested Services and Branded Materials; Employee Changes Update; ReFac Update; New Sponsorship Program. The next meeting is scheduled for June 13th at 6 pm.

B. Finance: Report from Treasurer Aronoff

Treasurer Aronoff stated the committee met before tonight's meeting and discussed and reviewed May invoices, vouchers and the monthly budget status.

UNFINISHED BUSINESS

None

NEW BUSINESS

A) Consideration to Approve the Bid from Allied Construction for Grinding and Repaving of the Walking Trail at Drake Sports Park.

Director Tucker stated that Nowak and Fraus Engineering put together plans and bid documents to renovate and bring into ADA compliance the walking trail at Drake Road Sports Park. Bids were requested from four paving companies in which we received only one bid back. Allied Construction is lone bidder with a bid of \$261,615.00. Allied has performed work for the Commission in the past and staff has been staff has been satisfied with their work.

Allied Construction	\$261,615.00
T&M Asphalt	No Bid
Al's Asphalt	No Bid
Bush Brothers Asphalt	No Bid

Superintendent Ketchum said that repaving the trail is a lot different than repaving a parking lot and a lot of companies won't bid on trail work as it is more intricate. There is also a lot of construction going on right now which adds to the problem of not receiving bids. Commissioner Fiszman-Kirsch asked what the timing is for this project. Superintendent Ketchum said it will likely be at the end of August or early September as that is when all of the camps and rentals are over for the season. It will be about a two week project.

Motion by Treasurer Aronoff, seconded by Commissioner Fiszman-Kirsch, to approve the bid from Allied Construction in the amount of \$261,615.00.

Ayes: All
Nays: None
Absent: None
Motion Carried, 7-0

B) Consideration to Approve the Name Revision of Community Sports Park to Keith Sports Park.

Director Tucker reported that the West Bloomfield Community Sports Park was formally named in 1982 and was the first sports facility in the West Bloomfield Park holdings. Since that time, other athletic fields have been added to the system and staff has seen a pattern of confusion shown by the park users of not knowing where this park is. With the update of the park signs, Staff recommends the revision of the name of West Bloomfield Community Sports Park to Keith Sports Park so the change can be used on the sign.

Due diligence has been done to research the name Keith to assure that it is not associated with any unsavory organization. The past Director, Ms. Joey Spano, the West Bloomfield Historical Society, the West Bloomfield Assessing Office and the Oakland County Register of Deeds all cannot pinpoint a namesake. It is thought that "Keith" was likely the family name of the owner of the property long ago.

Motion by Secretary Brooks, seconded by Commissioner Wenczel to approve the name revision of Community Sports Park to Keith Sports Park.

Ayes: All
Nays: None
Absent: None
Motion Carried, 7-0

ITEMS FROM THE TOWNSHIP LIAISON

Township Liaison Warshay said he attended Touch-a-Touch and the event was great. The foods trucks were amazing and staff did a great job in selecting those food trucks. At this week's Township Board meeting the Board approved a resolution against the action that ICE took this past week in the round-up of members of the Chaldean community. The resolution addressed any ethnic group that may be targeted by immigration.

The Board also approved an increase in the water rates so the bills will go up by 4.5% and that increase will start with the August bill. Road construction on Orchard Lake Road should have already started. Maple Road construction should be wrapping up by July 12th.

Treasurer Aronoff asked if there is an artist's rendering of what Orchard Lake Road will look like after construction is completed. Mr. Warshay said there is probably a rendering at the Planning Department. Chairman Green said there may also be something at the Oakland County Road Commission website.

Director Tucker presented the first lapel pin with the new WBPRC logo to Township Liaison Warshay.

Commissioner Sukenic asked about the Township's assets. It was the consensus of the commissioners that this and other questions about the Township's assets are better suited for a Township Board meeting as they are not related to the business of the WBRPC.

PUBLIC FORUM

None

ANNOUNCEMENTS

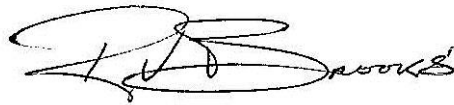
Commissioner Sukenic stated that in regards to dogs at the township parks, there are strict rules related to certification of Service Dogs; one cannot just claim a dog is a service dog. Director Tucker said there are restrictions for dogs at certain events but other than that, dogs are welcome in the parks if they are on a 6 ft leash. Secretary Brooks invited the public to come out to Marshbank park for a concert as they are a highlight of the summer season. Commissioner Fiszman-Kirsch thanked staff for working so hard. Commissioner Hembree congratulated staff on their creation and dissemination of information to the residents and said the colors, layout and design of the fliers they create are wonderful. Secretary Brooks suggested that since the Pickleball courts open next week, that a video be put on the WBPRC Facebook page to demonstrate the game.

ADJOURNMENT

There being no further business before the Commission, Treasurer Aronoff made a motion to adjourn, and unanimously supported. The meeting was adjourned at 8:15 P.M.

Respectfully Submitted,

Secretary

A handwritten signature in black ink, appearing to read "K. Brooks", written over a horizontal line.

Pamela St. Peter
Recording Secretary

(As a permanent record, an audio tape of this meeting in its entirety is on file and will remain at the Parks and Recreation offices where it may be heard.)