

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION REGULAR MEETING
Township Board Room
4550 Walnut Lake Road
West Bloomfield, Michigan 48323
Thursday, April 26, 2018**

CALL TO ORDER

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

ROLL CALL

Present: Treasurer Merv Aronoff
Commissioner Michele Hembree
Commissioner Jerry Sukenic
Commissioner Sally Wenczel

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

Absent: Chairman Brooks; Commissioner Fiszman-Kirsch

Public: 3

PUBLIC FORUM

None.

APPROVAL OF AGENDA

Motion by Treasurer Aronoff, second by Commissioner Sukenic to approve the agenda as presented.

Voice Vote: Unanimous

Absent: Brooks, Fiszman-Kirsch

Motion Carried, 5-0

CONSENT AGENDA

Items A through C 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 March 22, 2018 Regular Commission Meeting.
- B. Approval of the March Financial Reports.
- C. Approval of prepaid expenditures in the amount of \$271,597.61. Expenditures in the amount of \$59,578.25. Credit card refunds totaling \$1,134.00 for the month of March 2018.

Motion by Commissioner Wenczel, second by Treasurer Aronoff to approve Items A through C on the Consent Agenda.

Ayes: Aronoff, Green, Hembree, Sukenic, Wenczel
Nays: None
Absent: Brooks, Fiszman-Kirsch
Motion Carried

STAFF REPORT

Executive Director Tucker reported that WBPRC would like to welcome Justine Pawloski to the WB Parks fulltime Staff in the Custodial 1 position. Justine has been part-time with the WB Parks for 4 years and has done a great job. We are sure Justine will continue her diligent work in her new position.

The Redesign Project of the property at 6200 Farmington Road is moving along. After meeting with Amy Neary, Director of Planning and Marshall Labadie, Director of Development Services, we have been advised that the property was not rezoned from residential from the time it was part of the Potomac Subdivision. This adds the necessity to request approval of a Special Land Use by the West Bloomfield Township Board. This added step will add at least a month to our timeline. We are looking at a park opening in June/July of 2019. One positive aspect of this timing is it would be warm enough for patrons to use the spray park on the opening day and we can pair it with July being Parks and Recreation Month.

At the monthly staff meeting the staff received fire extinguisher training then had lunch with the fire department. This was a networking opportunity as well as a learning experience.

WB Parks is forming a Senior Advisory Team. The SAT will provide input regarding programming and social services for the older generation of West Bloomfield Township residents. The Team will consist of up to 7 people including a liaison from the West Bloomfield Parks staff. The Team positions are appointed by the Parks and Recreation Executive Director and staff. Interested parties may fill out the application which is available on the WB Parks website or contact Dennis Troshak, Senior Programmer. Director Tucker said that Kelly Hyer was in attendance at the Kyle Mack celebration; he won a Silver Medal at the winter Olympics. Food Truck Tuesdays will begin on May 8th and the WBPRC contribution is the picnic tables that will stay out at the Civic Center.

Parks Superintendent Ketchum presented the parks report. Staff continues to do spring cleanups at the parks by picking up sticks and leaves, blowing parking lots, picking up garbage, and cleaning out landscape beds, dividing perennials and adding mulch. They also have done a detailed cleaning of all buildings of winter salt and grime. Staff cleaned carpets and furniture and stripped and waxed the tile floors at the RAC.

The backstop netting and shade covers for the dugouts and bleacher areas at Keith Sports Park have been installed. There is another shade cover that goes over the playground at Marshbank Park. The tennis and pickle ball nets were installed at Drake Sports Park and Community Sports Park and the courts are now open for use.

Parks staff attended MIOSHA safety training at Oakland County Parks; there are new regulations when you are working with materials that produce silica. The training was offered by MParks thru the Parks Resource Committee. Subjects also included ladder training, fall protection, water safety, distracted and defensive driving along with other best practices. Staff also attended public speaking training offered by MParks. This dealt with speaking to the public and media, small talk, how to talk when you are networking. He thinks staff got a lot out of this training and will hopefully put it to practical use on the job. He thanked the Commission for allowing staff to budget the money for this kind of training as he thinks it is vitally important to staff and the community.

Water wells have been chlorinated and put back in service at Bloomer Park, Community Sports Park, Marshbank Park and Karner Farm for the 2018 season. The water service at Drake Sports Park was turned on and all park restrooms are now open and in operation.

Recreation Superintendent Hyer presented the recreation report. She said the Sneak Peek event was held on the first day of camp registration. The Earth Day celebration was this past week. Recreation staff offered a hike and it was one of the largest hikes Naturalist Azoury has ever hosted. The Outdoor Nature Center was open for the first time. This past weekend was the Pet Adoption event at the RAC in partnership with Coldwell Banker.

May 10th is Charity Cakes with proceeds from this event going to nonprofit organizations in the community. Starbucks coffee will be offered and this is a nice way for families to spend time together. This event will be held at Orchard Lake Middle School.

Summer camp registration is off to a good start and if you register by June 1st you will receive a discount. Tuesday prior to the week of camp is the deadline for registration. The Senior Dance is halfway sold out. It will be on May 10th at Glen Oaks. There will be a gourmet meal and a 20 piece band. The first Kids Komotion concert will be on May 17th at 6 pm at Marshbank Park. This is a free concert series. Come early for the Native Plant sale as last year it nearly sold out. Staff is predicting 200 shoppers for this event!

As always, there are opportunities posted for spring volunteers and summer volunteering opportunities.

Commissioner Wenczel asked where Food Truck Tuesdays will be held. Director Tucker said the trucks are directly across both parking lots from the library.

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 enthused about the upcoming season! He hopes the residents will take advantage of the parks and everything the community offers them.

COMMITTEE REPORTS

A. Executive: Report from Chairman Brooks

Vice Chairman Green stated that the committee met on April 9th. They talked about the April 26, 2018 Commission meeting draft agenda; Commission Pay Processing; Key dates for the ReFac Project. The next meeting is scheduled for May 16th at 6 pm.

B. Finance: Report from Treasurer Aronoff

Treasurer Aronoff stated the committee met before tonight's meeting and discussed and reviewed March invoices, vouchers and the monthly budget status. Next meeting is scheduled in May prior to the regular Commission meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

A) Consideration to Approve Bid Proposal to Install New Basketball Court at Bloomfield Knolls Park.

Executive Director Tucker stated that staff is recommending the Commission approve the bid to remove and replace the asphalt basketball court at Bloomfield Knolls Park. Director Tucker reminded the Commission that that last year a survey was done of that neighborhood and a basketball court and play ground were two of the items that were both desired but the basketball court just had more longevity than the playground. Sealed bids were requested from five asphalt paving companies and were due April 11, 2018. Bid results were:

Bush Brothers Asphalt	\$39,770.00
Allied Asphalt	\$41,274.00
T&M Asphalt	No Bid
Cadillac Asphalt	No Bid
Select Asphalt	No Bid

Staff is recommending the Commission approve the lowest qualifying bid from Bush Brother Asphalt for the amount of \$39,770.00. Staff has checked their references and is satisfied with reports of past performance with other clients. This work comes with a 1 year warranty on materials and labor. Director Tucker said that last year the Commission did a survey of that neighborhood and a basketball court and play ground were two of the items that were both desired but the basketball court just had more longevity than the playground.

Commissioner Sukenic asked who writes the bid specifications. Director Tucker said it all depends on what the bid is for. Commissioner Sukenic asked how the Commission knows they are getting quality that is accepted by the organization that controls asphalt or concrete. She said that Parks Superintendent Ketchum has been doing bid services for the Commission for quite some time and has written these bids before. There have been other asphalt projects that they have bid qualifications for that they can use for reference. Staff also has a good working relationship with good asphalt companies to know what the industry standard is. So staff has expertise in-house and contacts within the industry. However, sometimes staff will hire someone to write a bid if no one in-house has the expertise.

Commissioner Sukenic asked what kind of warranty is being offered by the asphalt company. Director Tucker said this work does come with a one-year warranty on materials and labor. Commissioner Wenczel noted that this bid came about from a Finance Committee discussion. Commissioner Sukenic asked if staff has worked with Bush Brothers Asphalt in the past. Director Ketchum said staff has not worked with them but they have bid on the Commission's projects. However staff did check their references extensively and they are the contractor for Oakland County Parks and they have an as-built contract with Oakland County Parks and have been doing their work for about 4-5 years. Director Ketchum said he has spoken with two gentlemen at Oakland County Parks and they are very satisfied with the work of Bush Brothers Asphalt and the company is very responsive and dedicated. The second low bidder, Allied Asphalt, also highly recommended Bush Brothers. He is surprised some of the companies did not return a bid but there is a lot of asphalt work going on right now.

Commissioner Wenczel surmised that the one-year warranty covers the material that is installed but it is up to staff to keep maintaining it after that. Director Ketchum said that is correct. Vice Chairman Green asked how often seal coating is done. Director Ketchum said they do not seal coat basketball courts because it is too slippery. Once these courts get to the point that repairs need to be made, they are color coated. Treasurer Aronoff asked if the poles, backboards, rims and nets are also being replaced. Director Ketchum said that is correct. They will be aluminum backboards however the poles are galvanized and will not rust. The hoops will be surface mounted so if the hoop gets damaged it can be easily repaired. It will be a regulation height hoop with a breakaway rim.

Motion by Treasurer Aronoff, second by Commissioner Sukenic, to approve the bid from Bush Brothers Asphalt for the amount of \$39,770.00 to remove and replace the basketball court at Bloomfield Knolls Park.

Ayes: Aronoff, Green, Hembree, Sukenic, Wenczel

Nays: None

Absent: Brooks, Fiszman-Kirsch

Motion Carried

ITEMS FROM THE TOWNSHIP LIAISON

Township Liaison Warshay said there have been four meetings since he was last in attendance at WBPRC meeting. At the March 5th meeting, the Board denied qualification for a PUD for Stonehill which is on the site of Eagle Elementary. On March 19th, they approved a contract for over \$4 million to rebuild Fire Station #3. They also approved money towards putting gravel on Halstead and Walnut Lake Rd. The Township is getting a 2:1 match for that so it is not only the township money being used for this work. The Board also approved Food Truck Tuesdays. Mr. Warshay stated that on April 9th the Board enacted a 180 day moratorium on residential developments on single family higher densities; the Township is not allowing any developments that are more than single family homes while a housing study is being done. The Board also enacted a process for Board appointments where there is advertisement and an application procedure. The Board also denied a license for a massage establishment. Mr. Warshay said at the last Board meeting, the Board heard an introduction for three rezonings for Planterra, Cranberry Park and Balmoral Park. This was the first reading as the zoning law requires an introduction at one meeting and then the adoption of the ordinance at a subsequent meeting. The Board also heard an environmental appeal which was denied.

Commissioner Sukenic said he was watching the Town Board meetings and he has a couple concerns. He noted that Stonehill asked for a 180 day moratorium on assisted living facilities. Township Liaison Warshay said that is incorrect and Stonehill wanted the Board to waive the moratorium for them so they could proceed with their development. The Board wants to do a study because the Township receives all sorts of applications for developments and they are reviewed on an ad hoc basis without looking at the bigger picture of what types of developments they want and need in the township; this results in a patchwork of development rather than something that follows the Master Plan.

Commissioner Sukenic said another item of concern is the Board has had several meetings with different subdivisions about paving their roads. It is his understanding all the roads in West Bloomfield Township are county roads. Mr. Warshay said that most recently, a homeowners association wanted the township to serve the petition to the county for their roads to be repaired; there are four or five streets in that subdivision and the association is required to get 60% approval on each street. The Homeowners association came to the Board and asked the township to approve the petition as a whole in order for the county to proceed as a couple streets only had one or two homes and they were able to deny this work for the entire subdivision.

PUBLIC FORUM

Commissioner Hembree said she is part of the Adopt-a-Road program and would like to encourage anyone who would like to see their streets cleaned to go onto the Oakland County website and become a partner with Oakland County and adopt a road. She also thanked the community members who came out when she was cleaning up the roads on Saturday, talked to her and dropped off pop and water to her. She also encouraged residents to be careful of trash and other things they throw out.

Commissioner Sukenic asked if any subdivision can independently hire a contractor to fix their roads or do they have to comply with the county specifications. Township Liaison Warshay said he assumes they would have to get approval from the county.

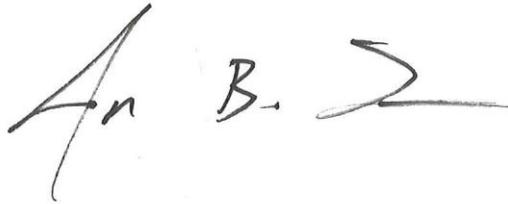
ANNOUNCEMENTS

Treasurer Aronoff wished all the moms a Happy Mother's Day.

ADJOURNMENT

There being no further business before the Commission, Treasurer Aronoff made a motion to adjourn, and unanimously supported. The meeting was adjourned at 7:50 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'A. B. J.', is written over a faint rectangular stamp.

Secretary Joseph Green

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.)