

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, March 7, 2006**

I. CALL TO ORDER

The March 7, 2006, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:07 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

Ron Hudson
Kelly Hyer
Rich Parke
Jean Vallad

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

Commissioners Absent

Diane Baker (absent with notification)
Pat Deweese (absent with notification)
Dot LaLone (absent with notification)

IV. AGENDA REVISIONS AND APPROVAL

- A. Update "Old Business" Item A, to read "Final Revisions of the Springfield Township Parks & Recreation Master Plan/Setting Public Hearing Date & Agenda

Commissioner Vallad moved to accept the agenda as revised. Commissioner Vallad was supported by Commissioner Hyer. The motion carried unanimously by 4-0 vote.

V. PUBLIC COMMENT

None.

VI. CONSENT AGENDA

- A. Approval of Regular Meeting Minutes – February 7, 2006 with Additional Disbursements of \$2,479.95 for Parks and Recreation Fund; \$34.34 for Shiawassee Basin Preserve and \$150.00 for Trust & Agency.
- B. Receipt of Director’s Report for February
- C. Receipt of Financial Summaries
- D. Receipt of January Budget Printouts
- E. Receipt of Township Board Meeting Minutes for January 12, 2006 and January 24, 2006
- F. Receipt of Tentative March Calendar of Events
- G. Approval of Geocaching Guidelines
- H. Approval of Bid Proposal for Flyers
- I. Approval of Request for Bid Proposals for Uniforms for T-Ball, Baseball & Softball Leagues
- J. Approval of Request for Bid Proposals for Photography for T-Ball, Baseball & Softball Leagues
- K. Receipt of Revised Brochure Schedule
- L. Receipt of Letter from Neighbor for Neighbor
- M. Receipt of Township Board’s March 9, 2006 Agenda
- N. Approval of Background Screening Policy
 - Receipt of Communications
 - 1. Receipt of Memo from Clerk Strole re: Local Ballot Proposals

Commissioner Vallad moved to accept the consent agenda as revised with total additional disbursements in the amount of \$2,479.95 for the Parks and Recreation Fund; \$34.34 for Shiawassee Basin Preserve and \$150.00 for Trust & Agency. Commissioner Vallad was supported by Commissioner Hudson. The motion carried unanimously by 4-0 vote.

VII. OLD BUSINESS

A. Final Revisions of the Springfield Township Parks & Recreation Master Plan/Setting of Public Hearing Date & Agenda

There were no comments received from the public as a result of the display of the Master Plan at the library.

Chairperson Parke indicated that the majority of Supervisor Walls’ recommended changes have been included in the Master Plan . Chairperson Parke stated that he would be contacting Supervisor Walls to explain any of his suggested changes that were not made.

Chairperson Parke, Director Tucker and Sarah Richmond will be completing a final review of the Master Plan during the next week.

The Park Commission discussed the upcoming Master Plan Public Hearing meeting and the upcoming Joint Meeting with the Township. The Park Commission agreed that they would not want to receive two pays for the two meetings as they are on the same night.

Commissioner Vallad moved to hold the Master Plan Public Hearing Meeting on March 13, 2006 at 6:30 p.m. in the large meeting room at the Springfield Township Civic Center. Commissioner Vallad was supported by Commissioner Hudson. The motion carried unanimously by 4-0 vote.

Commissioner Hyer moved to set the Master Plan Public Hearing agenda as follows: Call to Order, Roll Call, Public Hearing, Old Business (A) Approval of the 2006 Springfield Township Parks and Recreation Master Plan and Adjournment. Commissioner Hyer was supported by Commissioner Vallad. The motion carried unanimously by 4-0 vote.

Commissioner Vallad moved that the Park Commissioners receive payment for one night's meeting worth of work even though technically there are two meetings. Commissioner Vallad was supported by Commissioner Hudson. The motion carried unanimously by 4-0 vote.

B. Approval of Bid Proposals for Baseball & Softball Equipment

The Park Commission reviewed the bids for the new baseball and softball equipment. Chairperson Parke stated that Davisburg Youth Athletic Association had notified Parks and Recreation and indicated that they were interested in selling their old equipment to Parks and Recreation at a fair price.

Chairperson Parke requested that a letter be sent to DYAA requesting them to inventory their equipment. This inventory should include the condition of each item and what price they are looking to receive for the equipment.

In addition, Chairperson Parke suggested that Parks and Recreation proceed with the ordering of their own equipment.

Chairperson Parke moved to approve the approach outlined in the Recreation Coordinator's memo dated March 1, 2006 to purchase the new youth t-ball, baseball and softball equipment from the lowest bidder as indicated on her worksheet. Chairperson Parke was supported by Commissioner Hudson. The motion carried unanimously by 4-0 vote.

C. Approval of Bid Proposal for Mowing

The Commission reviewed the proposals for mowing. There was only one company that met the bid specifications. In addition, with the exception of All-

In-One, the amount of equipment owned by the mowing companies was not adequate for this large of a contract.

Commissioner Vallad moved to hire All-In-One as the mowing contractor for all of the Springfield Township Parks properties for the next three years as outlined in the bid proposal dated February 22, 2006. All-In-One was the only company to meet all of the bid specifications. Commissioner Vallad was supported by Commissioner Hudson. The motion carried unanimously by 4-0 vote.

Director Tucker indicated that All-In-One has been mowing the parks since 1994. Their past performance has been excellent.

D. Approval of Bid Proposal for Surveying of the Northern Boundary of the Shiawassee Basin Preserve

The Park Commission reviewed the bids for the surveying of the northern boundary of the Shiawassee Basin Preserve.

The Park Commission was concerned about the funds required to complete this survey. Chairperson Parke recommended researching some other options that may provide Parks and Recreation with approximate coordinates free of charge. At that point, Parks and Recreation could meet with the neighbors and review the coordinates.

By not doing the survey professionally at this time Parks and Recreation could possible have enough money in the budget to start the fencing project.

Therefore, the Park Commission elected not to have a survey completed at this time.

VIII. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve payment of the bills as follows: Parks and Recreation at \$21,260.94, Shiawassee Basin at \$445.75 and Trust and Agency at \$300.00. Commissioner Vallad was supported by Commissioner Hyer. The motion carried unanimously by 4-0 vote.

IX. COMMITTEE REPORTS

A. DYAA Advisory Committee

This item was discussed under Old Business (B).

B. Millage Investigation Committee

There was no report.

C. Springfield Township Parks & Recreation Master Plan Committee

This item was discussed under Old Business (A).

D. Policies and Procedure Committee

There was no report.

E. Shiawassee Basin Preserve Rental Properties Committee

There was no report.

X. PUBLIC COMMENT

None.

XI. COMMISSIONER COMMENT

Chairperson Parke thanked Park Maintenance Supervisor Verlin Cook for going above and beyond with the installation of the hot water heater at the Hart Community Center.

Chairperson Parke indicated that he appreciated all of the extra work that the Recreation Coordinator, Lisa LaLone has been taking on as a result of the starting up of the new baseball and softball leagues.

Commissioner Vallad indicated that she was concerned about the fact that some of the requests to put items on the web site have not been put on either in their entirety or in a timely manner.

XII. ADJOURNMENT

Commissioner Hudson moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:56 p.m. Commissioner Hudson was supported by Commissioner Vallad. The motion carried unanimously by 4-0 vote.

Christy L. Deweese
Parks and Recreation Recording Secretary

Jennifer Tucker, Director of Parks & Recreation

Rich Parke, Chairperson of Park Commission