

**FINAL
CHARTER TOWNSHIP OF COMMERCE
PARKS AND RECREATION COMMITTEE MEETING**

Monday, June 26, 2023
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Walker called the meeting to order at 7:00pm.

ROLL CALL: Present: Johnny Walker, Chairperson
William Petsch, Vice Chairperson
Barbara Garbutt, Secretary
Krystal Schwartz
Ron Krueger
Laura Waterworth

Absent: Bob Berkheiser (excused)

Also Present: Emily England, Director of Senior Services/Parks & Recreation
Allison Kennedy, Asst. to Parks & Recreation Director
Mark Schoder, Maintenance Director
Larry Gray, Township Supervisor

COMMUNICATIONS:

Ms. England provided copies of one communication to the Committee members. Chairperson Walker acknowledged receipt of the communication to be filed.

APPROVAL OF MINUTES:

MOTION by Petsch, seconded by Schwartz, to approve the May 22, 2023, Parks and Recreation Committee Regular Meeting Minutes with the modification as proposed by Director England on Page 6 to remove *Windmill Farms (Horse Farm)* from the League and Community Service Organization Reports. **MOTION CARRIED UNANIMOUSLY**

PUBLIC COMMENTS

Chairperson Walker opened to Public Comments.

Steve Michell, 4363 Bluebird Dr., Commerce Township – I’m back in town and I've been riding the bike paths. I was wondering, is there a maintenance schedule for the bike paths? You missed a couple opportunities here I think. We’re doing paving projects in the vicinity of some of the bike paths, like by the Richardson Center or Hickory Glen. The paths are in really bad shape. I don’t know if you have a normal schedule for crack sealing or patching. They’re in dire need of some help. Riding through the hills and the wooded areas, there are some spots there that are in pretty bad shape. You don't want to see people heading off into the woods inadvertently.

I noticed in Dodge V that the concrete by the new footbridge, between the Library and the soccer field side, is broken up from the heavy equipment that came through to dig the new sewer main. I don't know if that’s already on somebody’s list.

I don't know if you have anyone here from CW3. I went through the park on Saturday and there were a lot of little kids playing soccer. That’s great. You had a lot of discussion about parking there. People are parking down the road toward the entrance

by the soccer field and nobody really parks on the other side by the Library which can be utilized. It's a shorter walk when people are parking that far down the drive. I encourage CW3 to utilize all of the parking areas that are available.

Chairperson Walker – Thank you very much.

Chairperson Walker closed to Public Comments.

ITEM 1: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT

Lakes Area Hawks – Pete Lesner

Pete Lesner shared the following with the Committee:

- I apologize for missing last month, and I did not submit a report.
- Everything is going great. We are overfilled at every level including cheer. It's the best year we've had since 2018/2019. We are looking forward to it.
- We don't have any major repairs this year.
- We're spending a lot of money on equipment to make sure our helmets and all of our equipment is up to standards with MHSAA.
- Our camp starts July 28th. I will be contacting the Oakland County Sheriffs to make sure they do their drive-throughs.
- As far as our AED machines, I have contacted the Fire Department and we are having a class on July 18th for all of the head coaches at our facility to update our AED and first aid communications. We do have our own machine that we pay for. We try to update our people every 3 years. One of the Fire Department guys is on our team. He said I should contact his boss to get it going.
- Everything is on schedule, and we couldn't be happier as far as football and cheer goes for the Hawks.

Friends of Byers – Dean & Karen Schantz

Karen Schantz shared the following with the Committee:

- We are gearing up for the front wall of the barn. Our lumber gets delivered on Friday. Dean will be pre-staining the upper portion. We're doing the upper 12' because we rented a boom. He will be there with Mike this weekend doing the front top half. We will finish it the following weekend, weather permitting.
- We are gearing up for our Ugly Duckling event. We have 20 vendors right now with the potential of 28 this year. It's growing and will be a nice event this year.
- Howdy's is doing food and popcorn this year. Do you need their food permit again?

Director England – Yes.

Karen Schantz – We also have a macaroon cookie person. Do you need a permit for them too?

Director England – I will have to check with the Clerk. As long as they don't have to be licensed through the County to sell, they should be okay.

Karen Schantz also discussed the small porta-potty that was delivered to Byers recently. A handicap unit was requested. Director England would follow-up with the supplier to have that corrected.

Karen Schantz –

- We have had people visiting from out of state. They look up the Commerce Township website and Byers seems to be a popular historical go-to.
- We registered ourselves and we're part of the Michigan Historical Coalition. We're trying to get Byers out there even more. We're actively participating in all of their organizational meets that they have with historical people in Michigan.
- They are also going to help us to get the one deed that we're still missing for getting our marker, which is the farmhouse. We can't find it anywhere. Hopefully we will get that done and be able to order the marker soon. Before we do it, do you want to see anything?

Director England – The Township Board has to approve before you submit anything for a marker.

Karen Schantz – I thought we did that a couple years ago when we got the grant.

Director England – No. You have to go back to the Township Board. They have to agree to the requirements, so they need to be updated and give approval before you submit.

Karen Schantz – Okay, I will do that.

Chairperson Walker – When is the Ugly Duckling event?

Karen Schantz – August 13th from 10am-5pm. I provided a flyer.

Lakes Athletics Association – Jerry Stoddard, President

A report dated June 22, 2023, was submitted in the packet:

- *League Update – Spring 2023 season has commenced, another successful year for LAA. We will be offering 7U and 14U Summer Seasons, and registering for a full Fall Season at all age divisions. We are also sharing F7 and other fields with our friends at Lakes Hawks Football. Thank you!*
- *Upcoming Dates & Information*
 - *Season Dates – 14U and 7U Summer seasons start in July*
 - *Monthly Meeting – Next scheduled Board meet was June 26th 2023*
 - *2023 Capital Improvements – Sprinkler work is completed; LAA will work with Parks to schedule meetings for review and support of repair work invoices. Thank you!*
- *Needs From Township*
 - *Old Telephone Pole – There is an old telephone pole by garage and F4; Township assistance required to have it removed from park.*
 - *Cement Bleacher Pads F1 – The park never received the poured cement bleacher pads and ADA accessible seating area on Field #1; current teams that allocate there have family requiring this feature. When will the Township be able to complete the cement pad activity.*
 - *SPRINKLERS – Repaired and renovated after many years of service. Map of the completed system is now in existence for future construction reference. LAA can schedule meeting with P&R to review and discuss next steps, and reimbursement for approved portion share. Please advise meeting availability or process to complete reimbursement.*

No representatives were present at the meeting for the following leagues, and no report was submitted:

- Interlakes Girls Softball
- CW3 Soccer
- Commerce Little League
- Motor City Mountain Bike Association

ITEM 2: TOWNSHIP BOARD REPORT

In Mr. Berkheiser's absence, Supervisor Gray provided the following:

- Our last Board meeting was pretty uneventful.
- We passed an ordinance to have smoke shops as a Special Land Use if 51% or more of their sales are from smoke products. They cannot be any closer than a mile to other smoke shops. They have to be 500 feet away from any residential or schools, or 750 feet if they're open past 9:00pm. It's something we looked at because we've had some issues with smoke shops.
- We sold three pieces of property
 - 740 Glengary Road, which we call the Log Cabin property, where the group home used to be.
 - We split off a 3-acre parcel from the back of that property. We sold the house and the vacant parcel.
 - Last month, we also sold a lot on Beechdale, which is off Grand Traverse.
- We have two parcels left that we're looking to sell; one off Tuscola, and the other on Carroll Lake Road. I'm hoping to get the Board to agree to somehow invest that money into some greenspace. Three parcels I'm interested in looking at are:
 - I believe it's 2 acres next to the cemetery, so we can have a south entrance going into Victory Park.
 - There's a parcel north of the new pickleball courts in the neighborhood. The vacant land on Commerce Road.
 - A long shot would be the corner of Oakley Park and Newton Road, with a parking lot there and a crosswalk over to the Richardson Center.

ITEM 3: PARKS AND RECREATION DEPARTMENT REPORT

Ms. England discussed the following:

- The majority is in my written report.
- The Parks survey is up and live now. I will forward that to everybody. I know Wolverine was trying to get it out for us. We're ordering signs for the parks so people can scan that QR code. We will have a booth set up at the July 21st concert with the consultants to obtain public input. We will keep the Master Plan on our Parks agenda for anybody who wants to come in and ask questions or give us input.
- We had our pickleball grand opening.
 - We were expecting 100 people. We planned for 150. We had a little over 200 people show up. It was a great event.
 - We've started doing intro to pickleball classes. They filled up in less than 6 hours. We're looking to add more dates for that too.
 - You should be very proud. It's a truly amazing project.
- The concert schedule is in here for you.

ITEM 4: PARK LIAISON REPORTS

Schwartz – Byers and Mill Race

- Nothing to report.

Garbutt – Long Park & Snowy Ridge Park

- I go to the park often, but I missed it tonight.
- Maybe somebody else has something to say about it.

Vice Chairperson Petsch – We walked it in the rain.

Chairperson Walker – Yes, Long Park looked good. The water level was a little low. The bridge and pavilion have some cleanup that needs to be done. It's nice now that the construction is done.

Walker – Maple Glen

- Maple Glen looked really good.
- I have not been there since the storm yesterday, so hopefully we didn't get anything too bad.

Mark Schoder – No.

Chairperson Walker – Good. It has been busy there. There's always stuff going on, which is really good for the park.

Petsch – Bicentennial Park

- Nothing to report.
- I have some things for Item 8.

Krueger – Dodge Park

- The parking lot was seal-coated. It looks really good.
- When I drove through, there were quite a few people on the playground equipment and everybody seemed to be having a good time.

Waterworth – Hickory Glen Park

- Hickory Glen looks good.
- It's being used and getting busy. It's starting to get buggy.

Berkheiser – Wise Woods & Victory Park

- No report in Mr. Berkheiser's absence.

ITEM 5: VILLAGE OF WOLVERINE UPDATE

Ms. Waterworth discussed the following with the Committee:

- Tuesdays in the Park at Clara Miller on July 11th and August 23rd, from 5:30-7:30pm with kids' activities.
- Village Wide Garage Sale August 10th-12th.

ITEM 6: MAINTENANCE DEPARTMENT REPORT

Mark Schoder discussed the following with the Committee:

- At Hickory Glen, we took out the 6x6's in the area of the rocks, and the telephone pole is gone. We just need to fill it in with millings.
- The Graffiti on the back was removed and painted over.
- There's sand in there now and the net is up at Richardson Center.
- The storm caused a lot of damage. We cleaned up all day.
- The Airline Trail; we're still waiting on an answer from John as to where he got the split rails.
- Scarlet's Smile; the brush will be cleared and chipped this week.

ITEM 7: AED POLICY

Director England discussed the following with the Committee:

- This will have to get pushed to next month.
- I have not had time to meet up with the attorney to answer the questions.
- We are looking to add more policy language regarding general public use.

ITEM 8: BICENTENNIAL PARK

Director England discussed the following with the Committee:

- We want to get this project ready to bid out.
- The old Township Hall is due to come down by the end of August.
- That park needs attention.
- What you have in front of you is the cost estimate that Giffels did for us at the end of last year when we applied for Spark grant. I wanted you to look at what we were thinking of doing in the park so that they can get this through the Township Board and approved, and we can bid it out over the winter with a spring construction start. It's going to be as follows:
 - Repaving the parking lot
 - Redoing and enlarging the basketball court
 - Redoing the tennis courts – with the feedback we've received, we will do one tennis court, and the other will be 4 pickleball courts to meet the needs of the two different groups.
 - Adding a pathway into the park from the new subdivision behind the park, to meet up with the current pathway.

Vice Chairperson Petsch – The parking lot cost of \$33,500; why would that be coming out of our Parks budget and not the general Township budget?

Director England – It's a park.

Vice Chairperson Petsch – It's also used by Maintenance and ...

Director England – Maintenance has a separate parking lot. This is just the parking lot located directly behind the old Township Hall.

Vice Chairperson Petsch – I know which parking lot it is but it has been the old Township Hall forever, and a church. That was a large cost there. Then, \$117,400 for the tennis court?

Director England – That is based off the construction costs that we received for the pickleball courts.

Vice Chairperson Petsch – Okay. To me, some of the things in there seemed quite expensive. For example, the fencing and the height of the fencing; we're looking at \$39,000 to put fencing in and four gates, and the gates are \$3,000 each.

Director England – Again, that matches the cost of what we just paid for the pickleball courts.

Chairperson Walker – Unfortunately, it's dead on. I just finished one of these bids. It's ridiculous how much things cost right now.

Vice Chairperson Petsch – Well, we're doing a major project too and some of the costs are coming down.

Director England – Correct. He did this in December and it was based on current standards at that point.

Vice Chairperson Petsch – Right. I mean we're looking at \$15,000 for grass, topsoil and seed. How much are we going to be topsoiling and seeding for \$15,000?

Director England – Quite a bit.

Ms. Waterworth – And mulch.

Vice Chairperson Petsch – In looking at the drawing, I did not see where these areas were marked out.

Director England – That's just restoration, as with any project.

Vice Chairperson Petsch – I understand that. I'm just looking at some of the numbers. They seem to be quite high for mulching, grading and seeding.

Director England – Unfortunately, we can't do anything about the numbers until we get bids in. It will be just like the Richardson Center and the pickleball courts. That project came in at \$1.1 million. Once we received the bids, Jason and I sat down to pull items out. We got that down to \$900,000.

Vice Chairperson Petsch – Right, okay. Some items seemed rather high. How many courts do we have at Richardson?

Director England – Eight.

Vice Chairperson Petsch – So how many do we get out of this?

Director England – You would get one tennis court and four pickleball courts.

Vice Chairperson Petsch – All right. Let's see what happens. It's \$372,000. I can see the pathway, but let's hope we get lower numbers.

Director England – Is there anything within the project that you would like to see changed or added?

Chairperson Walker – No, it looks good to me. I like the idea of putting pickleball courts in there. I think it will be a lot busier.

Vice Chairperson Petsch – I agree with that.

Chairperson Walker – I wonder if that is going to be enough parking.

Vice Chairperson Petsch – What about the basketball court?

Director England – It gets used. It is probably the most used within that park, along with volleyball courts which were used a lot last year.

Vice Chairperson Petsch – And Mark, you said the volleyball courts are all taken care of at Bicentennial?

Mr. Schoder – Yes, we just have to add about 5-10 more yards in there and then level it.

Chairperson Walker – When is the building coming down?

Director England – It should be down by the end of August.

Chairperson Walker – Are we going to use some of that area for parking?

Director England – No. It's planned to be greenspace at this time.

Vice Chairperson Petsch – Plus it will make it easy to see into the park. If we dress it up, people will know that we've got a park there. That will be good.

Director England – So everybody is good with this scope of work?

Chairperson Walker – Yes.

MOTION by Petsch, supported by Schwartz, to move forward with bidding for the park improvements at Bicentennial Park. **MOTION CARRIED UNANIMOUSLY**

Ms. Waterworth – Do we have a historian looking at documents in the old building?

Director England – Everything that needed to be removed has been removed.

ITEM 9: LAKES COMMUNITY TRAIL

Director England discussed the following with the Committee:

- I provided a handout.
- This conversation started when we put the pickleball courts in. We have a gate on the west side of the pickleball courts. It wasn't supposed to be put in there, but it's a blessing. However, since it was not planned, there isn't a pathway along that side. What we have found is that people are picking up the rocks that are there for drainage; it's getting stuck in their shoes and they are scraping the courts up, so I've had to lock that gate.
- I know that doesn't sound like a big deal, but after the pickleball grand opening, you realize how important that gate is. Without that gate, people are having to interfere with the games of the two courts that they are walking around to get to the front courts.
- So, we were looking at just putting in a pathway there, but it's a very small project. To piggyback on the public comment that we had tonight, that trail in front of the Richardson Center, all the way down to the corner of South Commerce Road, that path has been there for 20+ years, so it's time for it to get an upgrade.
- What you have in front of you is a conservative estimate that Giffels put together for us very quickly, because they didn't find out about my idea until late Thursday afternoon. It comes in at \$81,000, but that is to completely remove the sidewalk and they don't know if that's necessary. They may be able to grind it down, use it as a base and then just resurface it. That would lower that cost.
- We do have a Pathway Maintenance Fund, so funds could come out of that.
- I'm also working with CDBG to use funding from that for this project.
- I want to make sure that the Committee is onboard to move forward with this type of project.
- Since we're going to have a crew out there, and we talk about pathways and making things possible, the second estimate you have is to extend the pathway the opposite direction down Oakley Park Road, to the corner of South Commerce and Newton Road. It would turn the corner and meet up with the woodchip pathway that is there now. That came in at \$126,000 because that is completely new construction.
- Again, we do have a Pathway Fund and the Township Board approves the projects that it is used for. And it's also possible that CDBG funds could be used.

Ms. Waterworth – You're saying that if we receive no grants or help, we have a Pathway Fund that could fund both of these?

Director England – Correct.

Chairperson Walker – So in total, the whole project would be around \$227,000.

Director England – Correct. I see the benefit in making things walkable. I understand that at some point, you always hit the dead end, but if you don't continue to push that dead end down, then you'll never have walkability.

Vice Chairperson Petsch – We've got to figure out a way to get over to Benstein. We have nothing that connects from that area over to here.

Chairperson Walker – It seems like a lot of eyes are on that right now, so it would be a good time to do a big project there.

Director England – I feel like whenever you have the opportunity to piggyback, you should try to do that. I would like a motion that you support these projects, and I will continue to work with Giffels, along with our funding sources, and Larry, and we will take it to the Township Board.

MOTION by Krueger, supported by Waterworth, to accept these two cost estimates for the Lakes Community Trail projects, at the Richardson Center, and to move forward with taking these to the Township Board. **MOTION CARRIED UNANIMOUSLY**

ITEM 10: PARKS & RECREATION MASTER PLAN

Director England discussed the following with the Committee:

- I gave you the update for this earlier. This is the set placeholder if we have public who wants to provide input. We will take public comments and include that.
- I will forward the survey questions and confirm that date.
- I would like as many of you present as possible at the concerts. Even when the consultant is not going to be there, we are still going to have tables set up. We want to use every opportunity we can to get in front of the public to get input. We will need help to man those tables.

Ms. Waterworth – I saw online, there is a feedback section and it says you need that by July 21st.

Director England – Correct.

Ms. Waterworth – I gave that link to Wolverine Lake Village.

ITEM 11: PARK EVENT UPDATES

Director England discussed the following with the Committee:

- We are pretty steady for this year.
- We may be looking to add a pickleball tournament. It would be a fun, family-oriented recreational tournament.

ITEM 12: OTHER MATTERS

None.

The next Parks and Recreation Meeting is scheduled for Monday, July 24, 2023, at 7:00PM, after visiting Dodge Park.

ITEM 13: ADJOURNMENT

MOTION by Petsch, supported by Krueger, to adjourn the meeting at 7:32pm.
MOTION CARRIED UNANIMOUSLY

Barbara Garbutt, Secretary