

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

Monday, January 27, 2020
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Kast called the meeting to order at 6:00pm at the Township Hall.

ROLL CALL: **Present:** Rachel Kast, Chairperson
Tim Wichert, Vice Chairperson
Michelle Holmes, Secretary
William Petsch
Barbara Garbutt
Linda Champagne
Absent: Bob Berkheiser (excused)
Also Present: Emily England, Director of Senior Services/Parks and Recreation

COMMUNICATIONS:
None.

APPROVAL OF MINUTES:

MOTION by Petsch, seconded by Garbutt, to approve the November 25, 2019, Parks and Recreation Committee Regular Meeting Minutes as written.

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS

None.

ITEM 1A: WAIVER REQUEST: LAKES ATHLETICS; SATURDAY, MAY 2, 2020

Josh Springer was present to address the request. He explained that the league's picture day is scheduled in May. Historically, it is done outside; however photographers don't want to do it outside if rain is possible. Last year the league held the event at Gilbert Willis, but it was too small to accommodate their needs.

MOTION by Wichert, supported by Petsch, to approve the waiver request for Lakes Athletics to use the Richardson Center on Saturday, May 2, 2020.

MOTION CARRIED UNANIMOUSLY

ITEM 1B: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT

Friends of Byers – Dean & Karen Schantz, Janice Buchanan

Mr. Schantz shared the following with the Committee:

- Our Christmas event went really well.
 - We had 304 people in attendance.
 - We could have gone another three hours.
 - Everything was done by reservation and it worked out great.
 - We had a lot of sponsorship volunteers; Genisys Credit Union, Shapiro, and Pat Hillebrand from Friends of the Library.

- We had great weather and it all went well.
- About a month ago, we had a branch break off and smash the stairs on the bridge across the river. By the grace of God we had no photographers onsite at the time.

Mr. Wichert – Do we have that taken care of?

Ms. England – Mark is on the case.

Mr. Schantz – There are a couple other trees that need attention. We'd also like to know the status on the restoration for the farmhouse.

Ms. England – They're still going to bid that out with the RFP for the new firehouse.

Mr. Schantz – We elected the same officers; I'm Chairman, Karen is Treasurer, and Mike is the Secretary. We're planning our events for this year.

Mrs. Schantz – We will have our to-do list next month along with our 2019 year-end sheets.

Mr. Petsch discussed the issues to be addressed with dead trees and branches with Mr. Schantz. They are marked with caution tape and Mr. Schantz will review with Mark.

Ms. Garbutt – There are phragmites growing in the center of the stream.

Ms. England – Those were sprayed as part of the treatment this past fall.

Interlakes Girls Softball – Tim Bailey

Mr. Bailey discussed the following with the Committee:

- I don't have a lot to report.
- We've been working on registrations. Our numbers are down as of right now.

CW3 Soccer – Todd Lamb

Mr. Lamb discussed the following with the Committee:

- Things are quiet.
- We opened up registration. It's too early to tell what the numbers will be because typically we don't start to get the first wave until February.
- We're still scheduled to open the new field this fall.

MMBA – Mike Kearney

Mr. Kearney discussed the following with the Committee:

- Last year we did a lot of basic maintenance and drainage work after the really soggy spring we had.
- We refreshed the kiosk and put a new map up.
- Trails are still in good shape.
- This year, we will have a trail day on April 18th or 19th.
- Hopefully we'll do some more drainage work and some other basic maintenance.

Lakes Athletics – Josh Springer

Mr. Springer discussed the following with the Committee:

- Similar to Todd and the softball folks, our registration is ongoing.
- We offered training this year, partnering with On-The-Dunes Sports. This helps registrations come in.
- We're well north of where we were last year.
- We got approved for our raffle by the Township so we submitted that to the State.
- As part of that submission, we also followed through to update our 501c3 status which has lapsed for a few years.
- We are planning on submitting a grant application for the Ralph C. Wilson Foundation this week. One of their stipulations is that we are a 501c3, which we are working toward, but that will probably be our biggest hindrance.
- For the MMBA folks, April 18th is our Opening Day for baseball so it will probably be full in the morning. And then April 25th and 26th, we're hosting our first tournament.

Mr. Springer and Mr. Kearney discussed coordination of league events and dates.

No representatives were present at the meeting for the following leagues:

- Commerce Little League
- Lakes Area Hawks

ITEM 2: PARKS AND RECREATION DEPARTMENT REPORT

Ms. England discussed the following:

- We switched over to the new caterer.
- We still don't technically have the liquor license, but we expect it soon.
- We now take credit cards.

ITEM 3: TOWNSHIP BOARD REPORT

In Mr. Berkheiser's absence, Ms. England reported the following:

- I can tell you that the Michigan K-9 Search & Rescue proposal did not move forward with the Township Board.
- They came back and the attorneys developed an agreement. All terms were agreed upon except for the insurance piece. They would not add the Township as additional insured.

ITEM 4: PARK LIAISON UPDATES

Berkheiser - Wise Woods & Victory Park

- No report.

Petsch - Bicentennial Park

- Nothing new to report.

Holmes - Byers and Mill Race

- Nothing to report.

Kast - Dodge Park

- We're waiting for warm weather so we can play at the playground.

Garbutt - Long Park & Snowy Ridge Park

- There's been some sledding on the hill.
- There's been people walking in Long Park.

Wichert - Maple Glen

- The park was covered in snow.

Champagne - Hickory Glen Park

- Nothing but snow, ice and water over there.

ITEM 5: VILLAGE OF WOLVERINE UPDATE

Nothing to report.

ITEM 6: PARK-IT WOLVERINE LAKE – Park-It Family Fun Nights

Ms. Champagne discussed the following with the Committee:

- This gentleman, Carl Gianotti of Sponsorship Solutions LLC, had evidently talked to Wolverine Lake about holding an event, a Park-It Family Fun Night. He also contacted Emily and you have information in your packet.
- The Village of Wolverine Lakes Parks and Recreation Committee really liked the idea, but because the community is so small, they asked me to bring it to your attention to see if the two communities could partner for this event.
- Carl's events are incredible. He has so many communities doing this movies in the park event.
 - They bring in tents and sponsors and do giveaways.
 - They have a band that comes out.
 - They charge each municipality \$500 and that covers the cost of the movie rental, bringing in all the tents and supplies, et cetera.
 - All they ask is that we have a stage and bathroom facilities.
 - We would get to pick the movie. It's something that's obviously family-friendly and it's not a new release. New releases would cost more.
 - They have two open nights; July 8th and July 14th. July 14th would probably be preferable.

Ms. Holmes – Linda, do they just need a bigger venue? We could supply the venue and Wolverine would sponsor the event?

Ms. Champagne – I'm sure that we could find half the funds.

Ms. England – So the total would be \$500 and they cover everything else with their sponsorships.

Ms. Champagne – That's it. They bring everything else.

Ms. England – We've done movies in the park in the past, and they don't draw the people. It gets so dark so late. We only had 200 people come to the last one.

Ms. Champagne – That's why they do the band, prizes, games and tents. We used to do dive-in movies at Wolverine Lake and we used to get 75 boats on the lake watching a movie late at night, but we had to quit because of the cost of the movies.

Discussions continued regarding movie costs, licensing, sponsors, attendance at these events, marketing, and a potential partnership with the two communities.

Mr. Petsch suggested having Carl Gianotti come into next month's Parks and Recreation Committee meeting to deliver a presentation, and then the Committee members can decide if a recommendation to the Township Board is appropriate. Other items discussed were commitments by the communities, contracts to be drafted by the attorney, the fact that only two dates remain available for the event, and the potential for events in 2021.

ITEM 7: LAKES ATHLETICS - WINDSCREENS ON BACKSTOPS

Ms. England discussed the following with the Committee:

- I included our sponsorship policy information in the packet.
- This does need approval and would have to go to the Township Board for final approval.

Josh Springer –

- It's not a permanent screen.
- It will be zip-tied to the fence as in the past.
- It's basically a replacement of the existing screens. After they have hung on the fences for so long and the wind has beaten them, the grommets wear out. We drill a new hole, and that lasts about another two months until that rips. We're to the point where some of our screens are done.
- Our thought process was that to help offset some of the costs, we will put logos on the windscreens themselves. The funds from the sponsors will pay for the new windscreens.

Mr. Springer discussed sizes for the windscreens and logos. He referenced the agreement that indicates 4'x8' is the largest logo that can be displayed. He stated that the screens will run from \$750 each up to \$1700 for the larger diamonds. In addition, a goal for the windscreens is to discourage spectators from sitting directly behind the dugout or backstop. The screens are semi-transparent, with 70-80% blockage.

Ms. England – Do these stay up all through the season?

Mr. Springer – Yes, just while we're using the diamonds, so from mid-April to the end of the season. And these should last for 3-5 years of usage.

Mr. Petsch – Another thing is, for playability, it definitely helps the players. They can see the ball much better.

MOTION by Petsch, supported by Wichert, to recommend to the Board approval of the Lakes Athletics Windscreens on Backstops, providing that they meet all of the Township regulations, and that the sponsors are approved.

Discussion –

Ms. England – Josh, do you already have sponsors?

Josh Springer – We have some lined up but we have not yet signed any agreements. We wanted to inquire about whatever we might need to change.

Ms. England – I would ask that when you secure sponsors, please send the logo to us.

Josh Springer – Run it by you first, yes.

Mr. Wichert – Does this actually cut the wind?

Mr. Petsch – They're more to help the players. Wind passes through them, but they work as a snow fence.

Josh Springer – It pushes people around to the sides.

Mr. Petsch – It gives you a unique background. It's hard to sit behind it and watch the ballgame. It does help for the ballplayers out in the field; they can see the ball better.

Ms. England – This will go to the Township at their next meeting.

Josh Springer – Do you need the sponsors by then?

Ms. England – As long as you have an idea. We need to verify that the logos meet our policy.

Josh Springer – It's pretty much like the same folks who have been on our banners.

Discussions continued regarding types of sponsorship logos that might be considered unacceptable.

MOTION CARRIED UNANIMOUSLY

ITEM 8: LAKES ATHLETICS - BLEACHERS/PLAQUE FOR BLEACHERS

Mr. Springer discussed the following with the Committee:

- We received grant money that we will use this year to purchase bleachers.
- As part of the endowment request, there was a stipulation in the grant that recognition needs to be given. Our thought process was to create a permanent placeholder seat for the donor, Mr. Al Karner of Copper Mug Batting Cages. I'm working with the donor's son, Mike, to get text outlined on the plaque.
- The plaques would be 7"x10" or 6"x8". They would be identical on all sets of bleachers, and would be permanently adhered, preferably in the bottom right hand corner of each set of bleachers. They would say, "This seat is permanently reserved in memory of Al Karner."

Ms. England – The Township will need to review the final design.

Mr. Wichert – Is this intended to deter people from sitting in that spot? You don't want people sitting on the plaque, right?

Mr. Springer – We do not want anyone sitting on the plaque. We hope it will deter them.

MOTION by Petsch, seconded by Holmes, to recommend to the Board approval of the Lakes Athletics Plaques for the donated bleachers, as presented in the request, with plaques in a size not to exceed 7" x 10".

MOTION CARRIED UNANIMOUSLY

Mr. Springer – In addition, they put in the footings and the poles for the fences. They also ran the first drainage pipe inside the fence, which runs out to a popup in the parking lot. As soon as they do the next phase, which is putting up the actual fencing, we're going to meet with the engineer and make sure the final grade is correct.

ITEM 9: MMBA WEEKEND RACE

Ms. England discussed the following with the Committee:

- I brought this to you beforehand.
- There were some questions. I reviewed concerns with the attorney, all of which was included in the packet.

- Everything is in order with the agreement, insurance requirements, et cetera.
- They are here to answer any other questions.

Mike Kearney & Sarah Vano discussed the following:

- We're here with the Michigan Scholastic Cycling Association (MiSCA).
- I know we talked about the Hickory Glen Trail.
- MiSCA is a separate 501c3 organization; it's a youth-focused mountain biking league.
- In addition to other things year-round, we run a 6-race series, 100% youth-focused for K-12 racers.
- We host the races at various locations across the state, and we have already scheduled 5 of the 6 races for 2020. We mix it up each year and we'd like to explore using Hickory Glen.
- The dates we're looking for are April 29th and 30th. The race is actually on a Sunday for most of the day. Saturday is setup and timing is flexible. I will coordinate with the baseball league.

Mr. Kearney discussed parking, staging, use of the single and two-track trails, groups and classes of mountain bike racers, and the timeline as shown in the packet.

Mr. Petsch – Is this a timed lap or how does the race work?

Mr. Kearney – There are different waves. For example, we have varsity, JV and advanced middle school all go off in different waves starting at 10AM.

Mr. Petsch – How many bikers take off at one time?

Ms. Vano – It depends on the class. Throughout the entire day, we have three separate race classes. The number going off at one time, depending on the class, we could have anywhere from 12 to 100 racers going at once.

Discussions continued regarding MiSCA's several years of experience in running the race format, the performance-based scoring, riders passing on the trails, the number of laps, and the costs to each rider to participate. Mr. Petsch wanted to ensure that no park admission fee would be charged. Mr. Kearney stated that riders pay to participate in the race, and the fee depends upon the class, but no park admission fees would be charged and spectators would enter for free. Mr. Petsch asked if any funds raised would be routed back to the benefit of the park itself. Mr. Kearney explained that the money received from sponsorships and league registrations goes right back into the league for program development, coaching development, et cetera. Ms. Vano also noted that the event will bring more people into the area and as a result, there will definitely be an uptick of riders in the area before and after the race.

MOTION by Wichert, seconded by Holmes, to recommend approval of the MiSCA Youth Mountain Bike Weekend Race on August 29th and 30th, 2020.

Discussion –

Ms. Champagne – Is that a date that interferes with Lakes tournaments?

Josh Springer – That would be more football than baseball at that time. End of August is our summer league which only be 50-75 kids. But August 20th is part of football.

Mike Kearney – Yes, and we don't need the whole park. The biggest concern would be the field closest on the west side of the park.

Josh Springer – Field #1, that's a football field. They use that for practices.

Ms. England – It shouldn't affect the field though.

Sarah Vano – It's more just the general use of the park. We won't utilize any field space.

Ms. England – I will reach out to the leagues before the Township Board meeting.

Discussions continued regarding coordination of park use between Mike Kearney and Sarah Vano, on behalf of MiSCA, with the Lakes Athletics Football Leagues.

MOTION CARRIED UNANIMOUSLY

ITEM 10: TRASH IN PARKS

Discussions took place between the Committee members and league representatives present at the meeting with regard to the number of trash cans to allocate to each park. Recycling was addressed and dumpsters were discussed, along with issues of dog waste, trash dumping in the parks, the color of the new trash cans which would possibly be the bright green, and the timing and responsibility for emptying the trash cans.

No motion was made for this item, but the following counts were decided for the number of trash cans to be allocated to each park:

Richardson Center	4-6
Byers Farm	2-3
Library	2
Dodge 5 Park	6
Mill Race Park	2
Bicentennial Park	4
Hickory Glen Park	20 (2 each dugout, trailhead)
Maple Glen Park	40 (20 Interlakes, 20 CLL)
Long Park	2

ITEM 11: AGENDA REQUESTS

- Park-It – Wolverine Lake
- Contracts (if available)

ITEM 12: OTHER MATTERS

- Ms. Holmes and Ms. England discussed RFPs and grants.
- **The next Parks and Recreation Meeting will be Monday, February 24, 2020, @ 6:00PM.**

ITEM 13: ADJOURNMENT

MOTION by Garbutt, supported by Champagne, to adjourn the meeting at 6:54pm.

MOTION CARRIED UNANIMOUSLY

Michelle Holmes, Secretary