

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

Monday, May 20, 2019
2009 Township Drive
Commerce Township, Michigan 48390

CALL TO ORDER: Chairperson Kast called the meeting to order at 7:00pm at the Township Hall.

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

COMMUNICATIONS:
None.

APPROVAL OF MINUTES:

MOTION by Holmes, seconded by Wichert, to approve the April 22, 2019, Parks and Recreation Committee Regular Meeting Minutes as written.

MOTION CARRIED UNANIMOUSLY

PUBLIC COMMENTS

Sarah Grever, 4775 Ponderosa, Commerce Township – I'm in the historical district. I came here supporting the Byers Park, the Farmhouse that's there. I've been here for about one year, but I've grown up in the area, always seeing this park, admiring it and always wishing I could do more things there. When I found out this could be a topic of interest tonight, or in the future, I just want ways to preserve this historical landmark. I want my children to be able to have the opportunity to see what Commerce is about. Right now, we're able to hike along the river and go to the old mill foundation. Even though sometimes there's spray paint on it, it's really cool to share that. That's me speaking as a land surveyor and a geologist. I'm able to really enjoy the two parks that are connected to each other, but I wish for more at Byers Homestead. It has always been a landmark and it's something I admire for Commerce Village.

Chairperson Kast – Thank you for sharing. We will keep that in mind as we are working through our agenda. That will be Item 6 today.

ITEM 1A: LEAGUE AND COMMUNITY SERVICE ORGANIZATION REPORT

Friends of Byers – Karen Schantz

Mrs. Schantz shared the following with the Committee:

- It has been a busy couple of weeks.

- Dean trenched for the water two weeks ago. Sunday in the rain, he laid the piping, set the post, poured the pad and put the drain in for the water runoff to go back out onto the property. As of Sunday afternoon, we now have running water at Byers. He will show Mark and our group where the shutoff is. The total cost was about \$450, and that included rental of the trencher.
- The WWAM function was on May 5th:
 - It was a successful event. They did a lot.
 - They got the paths groomed, did the weed whacking, weeded the gardens and removed a lot of branches.
 - The property is looking really good.
 - They previously busted up the concrete pad, and our goal during this WWAM event was to get that re-poured, but the water table is so high that the duck barn is flooded with about 6" of water where the pad will be poured.
- Our September 15th cleanup event was changed by WWAM to September 29th.
- Our next project will be restoration of the east wall of the Barn.
- We dropped gravel. That will be spread around the Farmhouse to alleviate the water from splashing back onto the siding. Once that is done, I'll bring somebody out to clean the siding again.
- We're getting ready to do the work on the gardens, now that we have the water. We're open to your input on doing small flowering shrubs. I was thinking some lilac and some honeysuckle. If you think that's okay, I will incorporate that into our purchases of plants at Bogie Lake Greenhouse.
- The Vintage Event plans are underway for August 4th.
 - Karen and I went to Davisburg to the Michigan Antique Festival. That's where we meet new vendors and run the whole event from open to close.
 - We also hand out our packets for existing members.
 - I met a new vendor. He is the great, great, great, great grandson of Abram Walrod. His name is Mike Walrod. He grew up in Livonia, moved to Commerce, met his wife and graduated from Walled Lake Central in 1977. They are semi-retired and live half of the year in Colorado, and half here in Howell, MI. They are heavily into antiques and will be vendors at our event. He will also come share some history with us of the Walrod family.
- We purchased a water station. Cheryl found it online. It's exactly the same as the one we rent for all events. It is in mint condition and cost us \$200. It's in the duck barn. It will be a great thing to have onsite and will be utilized often.

Lakes Area Hawks Football & Cheer – Pete Lesner

Mr. Lesner discussed the following with the Committee:

- I have not been here in quite some time.
- We've made quite a few improvements.
- We are continuing on the lawn.
 - It seems like it's draining the bank account every year.
 - Two years ago we basically almost lost it due to use of the wrong fertilizer in combination with torrential rains we had on our first game. We played all the rest of the games on it the rest of the season, so we had to start from scratch.

- Last year, we started fixing it, and this year we've already spent \$4500 on it so far with seeding, fertilization and cutting. We use two separate companies for these services.
- We're doing the best we can to get it back into top shape.
- Our football and cheer camps are scheduled to start on July 26, 27 and 28, with our first day of practice starting on Tuesday the 30th.
- I've recently been in contact with the new transition of the board for Lakes Athletics. We've always worked so closely together since Duane has taken over about 10 years ago. We've had discussions this week on how we can continue our relationship and make sure we work together to keep up the parks; helping each other out with the dumpster, the water, pumps, et cetera.
- Our registration is underway right now. We currently have 93 football players, and only 8 cheerleaders. We're trying to do some heavy duty marketing; lakesareahawks.com and lesnertraining.com.
- Last week, I talked with Jared, Lakes Athletics President. We're going to have a meeting hopefully within the next week or two. Duane Jerore will be the mediator since he is the one leaving. He will make sure the new administration has the history of how we work together.
- Our season starts Tuesday, July 30th. We always trade schedules and comply with each other for use of fields for practices, tournaments and scrimmages. We want to keep a relationship going with the baseball people.
- We don't have any painting scheduled this year. It's on the docket for next year, because we're sinking so much money into field repair to make that the best it can be. We're trying to make it the best field in the State of Michigan.
- Our day-to-day operations have not changed. Our helmets are 100% up to certification. My equipment guy is at the league meeting tonight.

Mr. Wichert and Mr. Lesner discussed the status of football programs in the middle schools and high schools.

Lakes Athletics – Mike Landry

Mr. Landry discussed the following with the Committee:

- I'm here on behalf of Legends and Lakes Area Baseball.
- We have established a new board under Lakes Athletics, with myself as Treasurer and Jared Stoddard as President, who has taken over for Duane Jerore who did a phenomenal job.
- The big thing that's happened for us is that we've worked with DTE over the past couple years to clear out all of the brush along Glengary. We're very pleased with the visibility that has opened up for the park.

Mr. Wichert – We're very pleased also.

- The best part is that was at no cost to the Lakes organization or Parks and Recreation. It was about 60 hours of volunteer time so far.
- We've invested some money into Field #6 with a new backstop. It's safer for the kids.
- We have our annual Memorial Tournament coming up this weekend.
 - We'll have 40 teams and 50 games at Hickory Glen.

- We will need a minimum of 10 trash cans.

Ms. England – That's been requested.

- Along those same lines, with all that brush that has been taken down along Glengary, we're requesting some cleanup out of funds designated for the park. We have proposals and quotes that are about \$8,500 to clean that out. It will improve safety and allow cars to park there.

Ms. England – Is that to grade and remove stumps?

Mr. Landry – Yes, and also some seeding.

Ms. England – Send me the quotes you've received and we will put it on the agenda for next month.

Mr. Landry also discussed dust control. Ms. England stated that reimbursements are not typically made. She noted that the maintenance department does the grading and the organization handles the rest.

Mr. Landry – We're kind of new to this and hoping for some guidance. The Master Plan is a big thing. I think Phase I is the parking lot and Phase II is field related. To us, investing in the fields to make them superior, or at least on par with Maple Glen, would really go a long way. What would be the process to start planning for future apportionments?

Ms. England – We're in the process of that and we asked Pete Lesner to be here tonight. We'll assemble a sub-committee and hold discussions. We will have the MMBA involved also, along with Linda Champagne, and most likely Bob Berkheiser as he is a Township Board Trustee.

We're going through that process for Byers right now. Those recommendations are then brought back here by the sub-committee, and then taken to the Township Board.

Mr. Landry – Okay. Our registration has been up from last year, so more kids are playing baseball. We're adding two more teams. That's really all I have, unless there's any questions.

Mr. Wichert – Very good.

Chairperson Kast – Thank you.

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

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

ITEM 1B: ACUITY OPTIC 5K REQUEST

Ms. England – Edwin Gay of Acuity Optic is here to present this item. I did send this over to Township Attorney. This event would be okay as long as they maintain the proper insurance, which I spoke to them about today. I sent them over all the information.

Edwin Gay, Optometrist and Owner of Acuity Optics and Medical Eye Care, 3050 Union Lake Rd, Ste 3B, Commerce Township, provided a handout of information and was present to discuss the request. He is proposing a 5K charity race at Dodge Park #5 on Sunday, August 18, 2019. All proceeds go to charity to support Volunteer Optometric Services to Humanity (VOSH), where volunteer optometrists go to third world countries to provide free eye care and eyewear in places where eye care is inaccessible or unaffordable.

The race would be scheduled for 8:00am, with registration to begin at 7:00am. The 5K would be followed by refreshments, snacks, awards and a raffle at the pavilion. The event would be expected to conclude by 10:30am.

He discussed the course which goes south on S. Commerce Road, then loops back north and returns to the park. He will complete the waiver request, and will comply with insurance requirements. He hopes that this will be the first of many 5K charity events. He's unsure of the turnout, but he thinks 100 at a minimum, and he doesn't believe it would exceed 500 participants being that it's the first year.

Ms. Holmes – Have you been in contact with the Fire Department or Police?

Mr. Gay – I have not.

Chairperson Kast – One of the groups used this route as an alternate when the Richardson Center was under construction. You'll want to check the distance. You might need to come around the corner to complete the full 5K.

Mr. Gay – I'll recheck it.

Chairperson Kast – Are you bringing in an organization to do the chip timing?

Mr. Gay – Yes, I want to bring in a timing company.

Ms. England – We are going to have construction in Dodge Park all summer. I see that you're coming down between those two soccer fields. That might be something you want to revisit to find an alternate route because that may be closed off for construction.

Chairperson Kast – We're doing the parking lot and Scarlet's Smile playground. What I have done in the past is to go up the driveway at the Library. I think if you do the perimeter of the Library parking lot, it will come close to the distance. That should be okay because it's before the Library is open.

Mr. Wichert – The Library is not open until 1:00pm on Sundays.

Ms. England – Just to give you a Plan B.

Discussions continued regarding construction at Dodge Park, the timeline, potential parking for the event, and potential conflicts with CW3 soccer for that date. Ms. England asked that Mr. Gay be flexible on his date in case there is a conflict. He agreed that he would be open to moving the date, and he explained that he wanted to hold the race during summer vacation in the hopes that high school students could also participate.

MOTION by Wichert, seconded by Garbutt, to recommend approval of the request by Edwin Gay for the Acuity Optics 5K Race at Dodge Park #5, as discussed herein, and contingent upon discussion to be held between Ms. England, Chairperson Kast, CW3 and the engineers regarding details and scheduling as it relates to construction, soccer games, et cetera, at Dodge Park. The preliminary/tentative date proposed for the 5K is Sunday, August 18th, 2019, from 7:00am to 10:30am, but the final date is to be determined.

MOTION CARRIED UNANIMOUSLY

ITEM 2: PARKS AND RECREATION DEPARTMENT REPORT

Ms. England stated that things are going smoothly at the Richardson Center, and discussed the following:

- Most of my items are on the agenda.
- We get busier every day and rentals are increasing.
- We did select our caterer, Angel Food Catering. We just need to get the contract signed. Once it is executed, we will enter into a participation agreement for the liquor license. That will go to the Michigan Liquor Control Commission and it takes about 60 days to process the license before we can fully operate with the liquor license in the building. In the meantime, we will operate the same way we have been. If they want to have alcohol, they'll have to go through one of the other vendors.

Ms. Champagne – Angel Food Catering does not do alcohol?

Ms. England – They are going to do alcohol using our license. They do not have their own license, so they will be acting on our behalf under our license.

Ms. Champagne – Are you looking for liquor vendors?

Ms. England – No, they will be purchasing on our behalf.

Ms. Champagne – Can people still bring in their own liquor?

Ms. England – No.

Ms. Champagne – Can they bring in their own food?

Ms. England – Yes, but if they're having alcohol, they cannot bring in another caterer.

ITEM 3: TOWNSHIP BOARD REPORT

No report in Mr. Berkheiser's absence.

ITEM 4: PARK LIAISON UPDATES

Berkheiser - Wise Woods & Victory Park

- No report in Mr. Berkheiser's absence.

Petsch - Bicentennial Park

- No report in Mr. Petsch's absence.

Holmes - Byers and Mill Race

- Last month, I talked about the pilons on Farr Street.
- They did replace all of them on both sides of the road.
- It looks really good, and we have good access for fishing and entry into the park.
- It's a little wet still down there, and I'm hoping we're still working toward addressing that.

Garbutt - Long Park & Snowy Ridge Park

- Long Park is in good shape.
- Have you heard anything more about putting that bench in?

Ms. England – I'll add that to the list.

- Other than that, everything is the same.
- Lots of birds are coming through - beautiful.

Wichert - Maple Glen

- Barb and I attended the Commerce Little League Opening Day Ceremony. It was a cold day, not much warmer than today.
- We met with Tim Bailey tonight. We talked to Emily about several things.
- I saw one dead tree and one dying tree in the parking lot. As I was driving out, I also noticed about five dead trees along the driveway.
- Paul Terry was very happy for the most part. He said his fields are doing well.

Champagne - Hickory Glen Park

- It's cool to hear that you guys over at Lakes and Hawks are getting together to talk. I'm the liaison so you're always welcome to email me.
- I'd love to sit in on the meetings. It's fun to hear what's going on.
- I think we've heard the update on what you guys are up to and want to do.
- We're pushing forward and hoping to get paving and other projects done in the next year or so. We know it's an important thing.
- That grading finally got done too. That was nice.

Kast - Dodge Park

- Lots of kids are there.
- Everybody wants to know when the construction will be starting and finishing.
- I know CW3 has had a lot of issues with other fields; Gunner Mettala Park in Wixom, they have not been able to use it all season. But their games at Dodge, that I've been at, have been okay.

Ms. England – It's estimated that the move of the playground equipment will start in July.

Ms. Garbutt – I heard from Colin Beck today. He worked on the butterfly garden. He will be coming over for me to sign his final papers. I thought you might like to know that the butterfly garden has been certified. His family has gotten right into this along with him, and they'll be planting some other plants. We're just waiting for the fence.

Ms. England – Hopefully that will be next month.

Chairperson Kast – The plants are starting to come back. Also, the Cub Scouts came and did flowers at the entrance to the Park, and they survived the snow.

Ms. Garbutt – There will be a lot of people disappointed when that playground is moved. I was there the other morning and it was packed.

Ms. England – That's why we want to try to get it moved and opened up as quickly as we can in that front section before we start construction.

ITEM 5: VILLAGE OF WOLVERINE UPDATE

Ms. Champagne discussed the following with the Committee:

- I dropped off a rendering of the new Veteran's Memorial that's going to be out at Glengary. It will be where the vita-trail and exercise equipment is located, by the parking lot. Hopefully that will begin next spring. They're raising funds right now and selling bricks.
- I sent everyone a link to the Onwards and Upwards Community Enrichment Foundation website where we posted all the events for the Village of Wolverine Lake Parks and Recs as well as the summer concert series. She did a great job on the calendar. You guys need to get me your dates and we will add all the stuff that's happening so people can start seeing the stuff going on in our community.
- There will be a baseball trip on July 18th.
- Go to the website and see all the fun events the Village is doing.

Ms. Kast inquired about the flags in the park and the final location for the Veteran's Memorial. Ms. Champagne explained that there were originally two locations considered, and it will be to the right or west of the parking lot.

ITEM 6: BYERS HOUSE

Ms. England discussed the following with the Committee:

- I contacted the engineering firm that did the original analysis of the building. They told us what needed to happen in order for it to be structurally sound. The lady we worked with is no longer with the company, so I've been dealing with Cheryl.
 - I provided in your packet the estimates. The estimated budget for bid preparation, including project view, site visit, organize bid document, prepare the request for proposal, solicit and advertise, which we also solicit and advertise, they'll do a pre-bid walkthrough with question response, and then they'll review the bids and draft their recommendation letter. That would be \$7,000 to \$8,500.

- For them to continue on with construction administration would be \$8,000 to \$10,000.
- Since I received this, I was made aware that Paul Theriault of Plante Moran is coming onboard to manage the construction of our new fire station. I reached out to him to review the documents and see if this is also something they would possibly be interested in. I'll have more information on that probably by the end of the week.
- The Township Board is planning on us having a presentation for them in July.

Chairperson Kast – So next month you would have information from Paul?

Ms. England – Correct. So next month we can do a plan.

Ms. England and Ms. Schantz discussed contact made with elementary schools and their interest in the educational programming to be offered at Byers Farmhouse, which would be estimated to be available in 2021 after construction.

Ms. England – The idea was to develop what the Farmhouse could be used for, and how it was used in the past, to be included in the presentation for the Township Board.

Ms. Schantz – Once the house is structurally sound, could we advertise, then allow people to visit and view the home at a fee, which would be put into a fund?

Mr. Wichert – It would have to be a donation.

Ms. England – I don't see the Township Board approving a charge. We have a new Board so I could be wrong, but in the past we have not. You can ask for a donation, as the organizations do during events for parking. It's something we can visit.

Ms. Schantz – Yes, and then we could actually do a schedule and advertise, post online, and keep donations in a separate fund just for the Farmhouse.

Ms. England – The first step would be to get Todd over there. I think we present the purpose in July.

Discussion continued regarding having the Farmhouse as a museum, allowing people to see it and accepting donations, along with use of historical funds for this project.

ITEM 7: CONCERT IN THE PARK

Ms. England distributed a sample of the proposed new banner and discussed the following with the Committee:

- We're trying to give the banner a new face since it's at a new location.
- She tried to make it generic. The dates can be adjusted.
- If you're good with that, we're going to get new road banners ordered, and then we did get approval to put a big road banner over Oakley Park Road. The Fire Department said they would put it up.

Discussions continued regarding food vendors, face painters, bounce houses and use of the deck at the Richardson Center as the stage.

Ms. Schantz – Can people still set up tents?

Ms. England – Yes.

ITEM 8: BICENTENNIAL

Ms. England – This is on here as a placeholder.

ITEM 9: AGENDA REQUESTS

Ms. England had the list, including items on the current agenda to carry over. She noted the following:

- Lakes grading – quotes
- Maple Glen
- Butterfly Garden
- Byers

ITEM 10: OTHER MATTERS

None.

The next Parks and Recreation Meeting will be Monday, June 24, 2019, at 7:00pm at the Township Hall, after the park tour at 6:00pm at Robert Long Park and Snowy Ridge Sledding Hill.

ITEM 11: ADJOURNMENT

MOTION by Holmes, supported by Wichert, to adjourn the meeting at 7:49pm.

MOTION CARRIED UNANIMOUSLY

Michelle Holmes, Secretary