

**PARKS & RECREATION BOARD MEETING MINUTES – FEBRUARY 16, 2017 – PAGE 1**

Present: Chairperson Hausman; Members: Borgon, Goodrich, Kondak, and Ruprich

Absent: Davis and Schmitt

Also Present: Assistant Manager/Clerk, Marshall  
Council member, Nunez

Chairperson Hausman called the meeting of the Parks and Recreation Board to order at 7:33 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

**APPROVE MINUTES OF A JOINT COUNCIL/PARKS & RECREATION BOARD MEETING HELD JANUARY 19, 2017**

Motion by Kondak, second by Borgon, that the minutes of the joint Council/Parks and Recreation Board meeting, held on January 19, 2017 be approved as submitted.

Motion passed.

**PUBLIC COMMENTS**

None.

**REVIEW 2017 PARK PROJECT LIST**

Wrap Beverly Park and Riverside Park trash receptacles with Village photos

In the spring, Council member Abboud and Administration will gather photos of the Village and complete the project.

Install improved disc golf tee pads

Kondak to research alternative greens, and in the Spring, Board will review condition of tees and determine best option. Goodrich will provide Marshall with pad dimensions and Marshall will request a quote from Roma Cement.

Develop forest management plan for Beverly Park and perhaps Riverside Park

Goodrich reported that an urban forester has been requested through the State of Michigan. The state will charge \$300, and the forester will walk the park and any other areas before completing their report. Hausman suggested that a landscape architect be consulted for a long-term parks master plan.

Remove logs in Beverly Park pond

The Board agreed that in the Spring they will assess the pond, and consult the urban forester for suggestions.

Purchase and install outdoor ping pong table at Beverly Park

Administration received a quote of \$2,400 for the concrete pad necessary for the ping pong table.

Motion by Hausman, second by Borgon, that the Parks & Recreation Board recommend Council purchase a concrete ping pong table for Beverly Park totaling \$5,400; concrete pad totaling \$2,400; and installation cost to be determined.

Motion passed.

Replace drinking fountain at pavilion

Administration received a verbal quote from Nelson Brothers Plumbing for a replacement drinking fountain and installation totaling \$3,300.

Motion by Ruprich, second by Hausman, that the Parks & Recreation Board recommend Council purchase a replacement drinking fountain and installation from Nelson Brothers Plumbing in an amount not to exceed \$4,000.

Motion passed.

Purchase and install sandbox shade

The Board discussed various shade options, and determined that they would table this discussion. Borgon has balls to donate to the park. Administration is overseeing the purchase of volleyballs, basketballs, horseshoes, and ping pong paddles and balls to be available at the park. The board discussed a space to organize and store these things.

Repair sled hill steps

The steps need to be completely redone. They need to be dug out, leveled, and the wood replaced. Marshall will contact Jason's Outdoor Services for a quote on this project.

Install Storybook Trail throughout the wooded path

Council has approved the installation of the Trail, and the Friends of the Baldwin Public Library have agreed to donate \$400 towards the project.

Reading in the Park event for fall 2017

Borgon met with librarians Stephanie and Maria from the Baldwin Public Library, and they are looking forward to being involved in the event. They recommended a minimum of two authors; one children's book author and one adult book author. The librarians estimate the authors would cost approximately \$7,000 combined. The library can commit \$2,000 towards the authors. Borgon has set up a meeting with Colleen, owner of The Book Beat, who is enthusiastic about her potential involvement.

Improve Riverside Park appearance

The Board agreed that in the spring they would meet and do a walk through. The Board would like to have someone with riverbank experience, possibly a master gardener, evaluate the park.

The Board also discussed items not on the original list.

Ground mounted chess tables

Hausman spoke with the company that the ping pong table is being purchased from, and they offer a ground mounted concrete and marble chess table with two stools for \$2,220. They will offer a \$200 discount when bought in conjunction with the ping pong table.

Motion by Hausman, second by Borgon, that the Parks & Recreation Board recommend Council purchase two (2) ground mounted concrete and marble chess tables with stools, one for Beverly Park and one for Riverside Park, locations to be determined, not to exceed \$5,000.

Motion passed.

Pocket Parks

Administration continues to work on gathering the details about pocket parks throughout the Village. Nunez provided a preliminary map identifying green areas throughout the Village.

**DISCUSS THE PURCHASE AND INSTALLATION OF TWO ADDITIONAL PIECES OF EXERCISE EQUIPMENT**

The Board reviewed options for additional equipment and agreed to recommend the purchase of a hyperextension bench, the rope climb, coordinating signs, and an additional sign.

Motion by Ruprich, second by Borgon, that the Parks & Recreation Board recommend Council purchase the hyper extension bench, rope climb, coordinating signs, one additional sign and installation not to exceed \$4,500.

Motion passed.

**REVIEW AND CONSIDER REQUEST FROM THE BEVERLY HILLS ATHLETIC CLUB FOR THE USE OF BEVERLY PARK TENNIS COURTS DURING THE 2017 SEASON**

The Beverly Hills Athletic Club submitted a request to reserve the tennis courts at Beverly Park for 22 days during the months of June and July 2017. Last year they were issued a permit for 22 days. This year's request is as follows:

9:00 am to 3:00 pm – June 19, 20, 21, 26, 27, and 28 and July 5, 6, 7, 10, 11, 12, 17, 18, 19, 24, 25, and 26. 1:00 pm to 3:00 pm - June 22, 29 and July 13 and 20.

Motion by Ruprich, second by Hausman, that the Parks & Recreation Board recommend Council authorize the Park Superintendent to grant exclusive use of the tennis courts on a limited basis to the Beverly Hills Athletic Club at the discretion of Village Administration.

Motion passed.

**DISCUSS PREPARATIONS FOR MEMORIAL DAY PARADE AND CARNIVAL**

Hausman explained they are still looking for a volunteer to take over as parade coordinator. Marshall will post the listing in the next email, and Borgon will share it on Nextdoor.

Ruprich plans to contact food trucks for the event, Borgon will be in touch with Galactic Transport for ride rental.

Kondak left the meeting at 9:20 p.m.

Hausman will begin the process of contacting parade participants to start booking them.

**LIAISON COMMENTS**

Nunez encouraged the Board to develop a master plan for the park and long term goals they would like to see accomplished.

**ADMINISTRATION COMMENTS**

None.

**BOARD COMMENTS**

None.

The meeting was adjourned at 9:35 p.m.