

## **PARKS & RECREATION BOARD MEETING MINUTES - MARCH 21, 2019 - PAGE 1**

Present: Chairperson Borgon; Vice-Chair Goodrich; Members: Davis, Hausman, Kondak, and Ruprich

Absent: Schmitt

Also Present: Clerk/Assistant Manager, Rutkowski  
Council Liaison, Mueller

Chairperson Borgon called the meeting of the Parks and Recreation Board to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

### **APPROVE MINUTES OF A JOINT PARKS & RECREATION BOARD AND COUNCIL MEETING HELD JANUARY 17, 2019**

Motion by Hausman, second by Kondak, that the minutes of the joint Parks & Recreation Board and Council meeting held on January 17, 2019 be approved.

Motion passed.

### **DISCUSSION OF PREPARATIONS FOR MEMORIAL DAY PARADE AND CARNIVAL**

The Board discussed preliminary plans for the Memorial Day Parade and Carnival, including Grand Marshal. Hausman announced Patty Wainer will be returning to coordinate the Memorial Day parade. The Board discussed having a bike decoration contest; the idea was well received, and a chairperson will be found.

Kondak volunteered to plan and coordinate the Memorial Day wreath ceremony. Ruprich will contact food trucks for the event. Borgon will be in touch with Galactic Transport for ride rental. Oakland County will be supplying one inflatable bounce house for the carnival.

### **REVIEW AND CONSIDER REQUEST FROM BEVERLY HILLS ATHLETIC CLUB FOR USE OF THE BEVERLY PARK TENNIS COURTS DURING THE MONTHS OF JUNE AND JULY 2019**

The Beverly Hills Athletic Club has submitted a request to reserve exclusive use of both tennis courts at Beverly Park for 18 days during the months of June and July 2019. Last year they were issued a permit for exclusive use of one court for 23 days. This year's request is as follows:

9:00 am to 3:00 pm - June 17, 18, 19, 24, 25, 26  
July 1, 2, 3, 8, 9, 10, 15, 16, 17, 22, 23, 24

In the past, the BHAC has made a \$500 donation to the Village for the opportunity to reserve the tennis courts.

Motion by Hausman, second by Kondak The Beverly Hills Parks and Recreation Board recommends that Council authorize the Park Superintendent to grant exclusive use of one (or both) tennis courts on a limited basis to the Beverly Hills Athletic Club at the discretion of Village Administration during the months of June and July 2019.

Motion passed.

**REVIEW AND CONSIDER REQUEST FROM BALDWIN PUBLIC LIBRARY TO WAIVE PAVILION RENTAL FEES FOR THEIR SUMMER PROGRAM EVENT ON THURSDAY, AUGUST 1, 2019**

The Baldwin Public Library contacted Chairperson Borgon regarding a summer program opportunity that teaches children about therapy horses. The handler brings the miniature therapy horse, Rags, on location during the presentation. Unfortunately, the library does not have the main level space available for the presentation. The library requested to use the pavilion at Beverly Park for the summer programming event, for the rental fee be waived, and for the Village to provide a microphone and speaker.

Motion by Hausman, second by Goodrich, that the Beverly Hills Parks and Recreation Board recommends Council waive the pavilion rental fee for Baldwin Public Library's one-time summer program event on Thursday, August 1, 2019 from 10:30 am – 1:30 pm if Rags, the therapy horse, wears a manure bag and that the horse's handler provides proof of insurance.

Motion passed.

Motion by Hausman, second by Kondak The Beverly Hills Parks and Recreation Board authorizes Matt Goodrich to purchase a sound system in an amount not to exceed \$250.00 to be available for park events.

Motion passed.

**REVIEW AND CONSIDER REQUEST FROM NEXT TO WAIVE PAVILION RENTAL FEES FOR THE NEXT OCTOBERFEST ON SEPTEMBER 12, 2019**

Birmingham Next is holding the Next Oktoberfest event on Thursday, September 12, 2019 and has requested that the pavilion rental fees be waived. Next is an invaluable non-profit organization that continues to provide enrichment activities and support services to people over 50 in our area.

Motion by Hausman, second by Goodrich, that the Beverly Hills Parks and Recreation Board recommends Council waive the pavilion rental fee for the Next Oktoberfest event on Thursday, September 12, 2019 from 2:00 to 8:00 pm.

Motion passed.

**RECAP OF WINTER FAMILY FUN DAY**

The event was a complete success as a pop up. The Board was able to decide based on weather and it was perfect; lots of snow but not too cold. They went through about 15 gallons of hot cocoa, over 100 cups of coffee, and over 200 cookies.

**DISCUSS TREE PLANTING**

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The Board, Mueller, Councilwoman Racheal Hrydziuszko, and Jason Gross, Jason's Outdoor Services, had extensive conversation about where to plant trees, when to plant trees, and what trees to plant.

Hausman, Goodrich, Kondak and Hrydziuszko will meet with the representative from ReLeaf Michigan to discuss plantings and locations for use of the grant.

Gross volunteered his crew to help with the transporting and planting as part of their community service initiative.

Hausman will work with Administration on application for grants for future plantings.

### **REVIEW AND CONSIDER STAGE RENTAL AGREEMENT WITH OAKLAND COUNTY FOR THE SUMMER CONCERT IN THE PARK**

The Parks and Recreation Board is excited to present a Concert in the Park event on June 7, 2019. The concert will require a stage to be set up in Beverly Park. Oakland County provides stage rentals to municipalities for \$500.00 a day, including set up. Oakland County will require the Village to list the County as an additional insured for the day of the event.

Hrydziuszko confirmed that Bob Mervak was available to perform for an hour and a half. The total cost for Bob will be approximately \$1,000.

Motion by Hausman, second by Kondak, that he Beverly Hills Parks and Recreation Board recommends Council approve the stage rental agreement with Oakland County for the Concert in the Park event on June 7, 2019. The cost of the rental is \$500.00. Per the agreement, the Village of Beverly Hills will need to list Oakland County as an additional insured for the day of the event.

Motion passed.

Motion by Hausman, second by Kondak, that he Beverly Hills Parks and Recreation Board recommends Council approve a contract for performance with Bob Mervak for the Concert in the Park event on June 7, 2019 not to exceed \$1,000, and that the Council waive the sales restriction for that date.

Motion passed.

### **DISCUSS PARKS AND RECREATION LOGO**

The Parks and Recreation Board has been discussing creating its own logo that would be like the Village logo. Several rough drafts were submitted to better gauge what style the Board prefers based on the Chairperson's original rough design. Administration recommends sticking with the three main colors of the Village's logo (black, white, goldenrod) and no more than three subsidiary colors (green, orange, brown).

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After lengthy discussion on several different styles and fonts, the Board came to a consensus on their preferred logo. It utilizes the Village logo in black and white, with six small trees below, with "Parks & Recreation" written in black font.

Motion by Hausman, second by Goodrich, that the Beverly Hills Parks and Recreation Board recommends Council approve the Parks & Recreation logo as submitted, for use to promote the Board and events hosted by them.

Motion passed.

### **PUBLIC COMMENTS**

None.

### **COUNCIL COMMENTS**

Mueller thanked the Boards for all the work to make Winter Family Fun Day a success.

### **ADMINISTRATION COMMENTS**

Rutkowski reported the Park Opener and Park Ranger positions are posted on the Village website. She noted that Memorial Day event donation request letters were mailed out and so far \$3,250 has been received. Rutkowski is working on the quarterly newsletter and requested information and photos from the Board about Memorial Day or other events be emailed to her by April 3, 2019. Rutkowski gave a brief update on the buckthorn removal.

### **BOARD COMMENTS**

All members of the Board welcomed Rutkowski to the Village.

Goodrich thanked everyone for helping make the Winter Family Fun Day a success.

Hausman reported she is working with the sign company to have four more signs along the Storybook Trail replaced.

Kondak asked that DPW work on the gravel path come spring; it will need filling and grating, and better drainage. He also reported there was damage to the horseshoe pits that will need repair in the Spring.

Borgon suggested empty recycling bins for broken sleds at the hill area. She also reported the Baldwin Library is already working to secure authors for the Read in the Park in September.

The meeting was adjourned at 9:30 p.m.