

Present: Chairperson Kondak; Members: Borgon, Davis, Greening and Ruprich

Absent: Hausman and Schmitt

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

Chairperson Kondak called the meeting to order at 7:30 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road.

APPROVE MINUTES OF A REGULAR PARKS & RECREATION BOARD MEETING HELD JANUARY 15, 2015

Motion by Davis, second by Borgon, that the minutes of a regular Parks and Recreation Board meeting held on January 15, 2015 be approved as submitted.

Motion passed.

PUBLIC COMMENTS

None

REVIEW AND CONSIDER REQUEST FROM THE BEVERLY HILLS ATHLETIC CLUB FOR USE OF THE TENNIS COURTS DURING THE 2015 SEASON

Brian Gijbsers, tennis director for Beverly Hills Athletic Club, was present requesting to reserve the two tennis courts at Beverly Park for 24 days during the months of June and July this summer. The Club requires the use of extra tennis courts to accommodate the young people who practice and play in the BHAC Tennis Youth Program. Gijbsers mentioned that the Club has helped with maintenance of the courts over the last few years and installed new tennis nets. This year's request is as follows:

9:00 am to 3:00 pm – June 15, 16, 17, 22, 23, 24, 29 and
July 6, 7, 8, 13, 14, 15, 20, 21, 22, 28, 29, 30
1:00 pm to 3:00 pm - June 18, 25 and July 9, 16, and 23

Comments and questions from Board members were addressed by Mr. Gijbsers. In response to an inquiry about improvements to the tennis courts, Gijbsers recalled that one of the courts was not in the best shape. Outdoor courts require patching or resurfacing on a regular basis.

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

Motion passed.

REVIEW AND CONSIDER REQUEST FROM KENSINGTON COMMUNITY CHURCH BIRMINGHAM TO HOLD ANNUAL EASTER EGG HUNT AT BEVERLY PARK ON SATURDAY, MARCH 28, 2015

Members of the Kensington Community Church Birmingham have requested to use Beverly Park on Saturday, March 28, 2015 to host the annual Beverly Park Easter Egg Hunt. They request to use the park from 9:00 am to 5:00 pm. The event is open to all members of the community. A representative from Kensington Church could not be present at this meeting. Board members discussed proposed activities and games that will be take place at the event. The Village has been asked to provide three portable restrooms on that day.

Motion by Kondak, second by Borgon, that the Parks and Recreation Board recommend Village Council approval of the request from Kensington Community Church to utilize Beverly Park for the purpose of conducting an Easter Egg Hunt in Beverly Park on Saturday, March 28, 2015 between 9:00 am and 5:00 pm. Further, it is recommended that the pavilion rental fees be waived and that the Village provide three portable restrooms for the event. A certificate of insurance will be provided upon approval of the Easter Egg Hunt.

Motion passed.

REVIEW PARK PRIORITY LIST

At last month's meeting the Parks and Recreation Board discussed and prioritized maintenance items and improvements for Beverly Park for the next fiscal year and for approximately five years into the future. Assistant Manager Marshall compiled these items into a chart for review at tonight's meeting. The chart included estimated costs for projects to be considered in 2015 and notes on each item. Council liaison Phil Mueller asked that the Board prepare and submit this information to the Village Administration by early March in order to be included in the budget preparation process.

Board members, with input from Marshall, reviewed the 2015 project year items in detail. They including the following:

- Pavilion painting and repair foundation of columns
- BBQ brick work and grills in pavilion
- Concrete pads for disc golf tee boxes
- Stain wood on north dugout
- Picnic table repair or replacement
- Wood chip replacement in playground area
- Remove growth along Beverly and Allerton fences

It was the consensus of the Board to consider the purchase of recycling receptacles in 2015. Ruprich outlined the research she has done on recycle bins. The cost would be approximately \$1,500 per set of two bins. It was suggested that the Village purchase four sets of recycling receptacles for placement throughout the park.

Board members brought up additional projects that were considered regular park maintenance. These included gazebo repairs, evaluation of the tennis courts for repair or resurfacing, shore up and move the bench at the edge of the pond, evaluate the bridge at the pond for possible maintenance, and tree planting.

A number of items that need attention in the park were placed on the extended park priority list so they could eventually be addressed. The projects and capital purchases on the five year park priority list will be considered at future meetings. Marshall noted that items could be added to the park priority list at any time.

There was discussion regarding the need to increase the park maintenance budget to address the number of maintenance items on the park priority list. This could be considered during Council budget deliberations.

APPOINT PARKS & RECREATION BOARD MEMBER TO WORK WITH PLANNING COMMISSION REGARDING THE VILLAGE MASTER PLAN RELATIVE TO VILLAGE PARKS

The project to update the Village Master Plan was a topic of discussion at Council's organizational meeting held in January. At that time, Council President Mooney suggested that a Parks and Recreation Board member be appointed to work with the Planning Commission to provide input on the Master Plan relative to Village parks. Janice Hausman was not present but has indicated that she was willing to serve as the Board's representative to the Planning Commission.

Motion by Ruprich, second by Greening, to appoint Janice Hausman to serve as the Parks and Recreation Board representative to work with the Planning Commission to provide input relative to Village parks regarding the Village Master Plan.

Motion passed.

DISCUSS PREPARATIONS FOR MEMORIAL DAY PARADE AND CARNIVAL

Ruprich led the discussion on preparations for the Memorial Day Parade and Carnival to be held on Monday, May 25. Notes provided by Hausman were relayed to the Board by Ruprich. Parade chairpersons Kim and Mike Eberhart are beginning to make plans for the parade. They welcome any volunteers who would like to help with the parade. There were several ideas suggested for an individual to serve as Grand Marshal. This will be discussed further at next month's meeting.

Ruprich has reached out to a number of companies that can provide food trucks for the carnival. She thought that food trucks were a welcomed change from the previous food court options. It was noted that the lines at the food trucks were too long and slow last year. There will be further discussion at upcoming meetings on food offerings at the carnival.

Hausman will report on music and entertainment at the March meeting. Galactic Transport will be contacted about reserving rides and activities for the carnival. Hausman will mail out sponsorship letters to various businesses at the end of February and early March.

Marshall will be applying for a grant from Oakland County for use of inflatables for the carnival. Board members reviewed a handout on the inflatable packages and expressed a preference for the Inflatable Mini Festival package along with the Inflatable Obstacle Course if two packages are available from the County.

Kondak related that the Eberharts heard from parade stilt walker Neil Sauter, who also made balloon animals at the carnival. He has requested an increase in his contract this year from \$400 to \$500. There was a consensus of the Board to enter into a \$500 contract due to the popularity of this individual. Marshall was authorized to enter into the contract with Neil Sauder.

LIAISON COMMENTS

Mueller thanked the Board members for their work on Parks and Recreation budget requests. He informed the Board that there will be a public hearing held at the March 3 Council meeting on the request from Timothy Patrick Homes for cluster concept qualification and development plan for property at 19600 W. Thirteen Mile Road.

ADMINISTRATION COMMENTS

None

BOARD COMMENTS

Kondak thanked Ruprich for planning the Winter Family Fun Day. The event was canceled due to lack of snow.

The meeting was adjourned at 9:00 p.m.