**NORTHFIELD TOWNSHIP**

**Parks and Recreation Commission**

**Minutes – April 24, 2014**

**1. Call to order.**

The meeting called to order at 7:00 p.m.

**2. Roll call and determination of quorum.**

Present: Randy Rusch, Jeff Vega, Tracy Thomas, Charles Steuer, Jennifer DeLisle

Also present: Sam Iaquinto, Ann Iaquinto; Howard Fink, Township Manager; Tami Averill, Community Center Director.

Absent: David Gibbons

**3. Approval of agenda.**

Motion to approve as presented made by Vega. Supported by Steuer. Approved.

**4. First call to the public.**

Ann Iaquinto reported that she had volunteered to serve as the representative to the Parks & Recreation Commission from the Downtown Development Authority. This is pending the approval of the Township Board.

Sam Iaquinto has been approved as a representative to the Parks and Recreation Commission by the Planning Commission. This is also pending approval by the Township Board.

**5. Minutes of March 27, 2014 meeting.**

Motion to approve as presented made by Steuer. Supported by Vega. Approved.

**6. Correspondence.**

None.

**7. Policy discussion.**

**A. Dog park discussion – financial report.**

Howard passed out copies of the financial report. There is a $778.28 balance. Howard will get clarification on the Waste Management bill. Howard will check on having the can emptied twice a week.

Press Releases regarding the opening of the Bark Park were sent out to the media. The entire Westbrook Apartment complex also received the press release.

Randy Rusch had contacted Rock Connection regarding gravel for the entrance. The price will be $38.00/yard. Delivery is free.

Howard presented quotes on signage for the park from Seton Identification Products– aluminum with white background. Sam Iaquinto also suggested contacting Highlander Graphics for a quote. Motion made by Tracy Thomas to authorize Howard Fink to obtain another sign quote and to purchase a sign not to exceed $485.40. Second by Jeff Vega. Passed.

Randy Rusch mentioned that Tim Saville has volunteered to cut the grass for free. It was agreed that he the cost of gas will be covered. Randy will give him the OK to start.

**B. Commissioner reports/comments.**

C**. SWOT procedure for park plan – Howard Fink.**

The issue of how to engage the public for their input was discussed. Howard Fink presented an outline of how a Community Meeting would work. The idea is to get people to think about choices. The information gathered in the survey will be confidential. Discussion will be in small groups with a facilitator and information from each group will then be presented to the entire group. This will be part of the “community involvement” section of the Parks & Recreation Master Plan. Information will be gathered regarding “Guiding Principles.” This approach gives great feedback and information.

There was discussion regarding some refinements to the survey. There was also discussion regarding the logistics of this meeting - How many people are needed to get a good sample of public input; Will more than one meeting be needed; etc. Discussion on how to proceed will continue at the next meeting.

**D. Finalize list for certificates of appreciation for helpers on the Dog Park**

The list of names for the recognition certificates was reviewed and approved.

Tim Saville

Tim Hardisty

Clay Rusch

Howard Fink

Dennis Woodworth

Jackie Otto

Janet Chick

Whitmore Lake Rod & Gun Club

A.M. Kiwanis

 Jeff Vega II

David Vega

Tractor Supply

**E. Possible River Walk project**

Howard Fink presented an idea about creating a River Walk as a possible community projects. It would need school board approval. It should be added to the Community Meeting survey. Discussion will continue at next meeting.

**F. BMX Park**

Howard Fink discussed information he received regarding the Ann Arbor BMX Park. They reported that they had not had a single claim regarding injuries or damage. The liability insurance company said there would be only a minor increase to the Township’s rates. There would be some guidelines to follow – fencing, signs, etc. It was agreed that all possible locations for the park would be explored before any decision would be made. Discussion will continue at the next meeting.

**8. Comments of board members.**

**9. Second call to the public.**

None.

**10. Announcement of next meeting.**

There was discussion regarding setting the 4th Thursday of the month as the regular monthly meeting date. It was agreed that this would work.

Tracy Thomas suggested that the Commission should consider meeting twice a month for a time, while there are so many items to be discussed and worked on. It was agreed that the Commission will meet twice during May – May 15 & May 22.

**11. Adjournment.**

Jeff Vega motioned to adjourn the meeting. Second by Tracy Thomas. The meeting was adjourned at 9:20p.m.