

Present: Chairperson Schmitt; Vice-Chairperson Greening; Members: Davis, Harmon, and O'Reilly

Absent: Cobleigh and Mooney

Also Present: Village Manager, Murphy  
Assistant to the Manager, Pasieka  
Council Liaison, Domzal  
Council President, Stearn

Chairperson Schmitt called the meeting to order at 7:30 p.m. in the Beverly Park pavilion. He stated that Alan Cobleigh is absent due to illness, and Janet Mooney is out of town for a funeral. Schmitt noted that these are excused absences.

### **APPROVE MINUTES**

MOTION by Davis, supported by Greening, that the minutes of a regular Parks and Recreation Board meeting held on May 17, 2001 be approved as submitted.

Motion passes unanimously.

### **CONCERTS**

Schmitt announced that the first concert of the summer will be held this Sunday, June 24 at 4:00 p.m. in Beverly Park. Bobby Lewis and the Crackerjack Band will be performing. Everyone should look forward to a fun time.

### **BRICK SALES**

Davis stated that she has talked to Phyllis Lauer from the Village Woman's Club about taking over the sale of personalized paving bricks to be used on the walkway from the new park entrance to the pavilion. The Gift Brick company has raised the price of bricks slightly. Davis asked Pasieka to include a form for purchasing bricks in the next Villager newsletter.

Phyllis Lauer of 31965 Alden Court reported on her conversation with the Gift Brick company regarding the continuation of the Village's fund raising program with Irene Davis handling the sale of bricks. She made specific suggestions with respect to procedures for managing the brick sale.

### **ADMINISTRATIVE UPDATE**

Construction Sign - Pasieka reported that David Jensen has indicated that the park construction sign is in the manufacturing process. It will be ready in a couple of weeks, and Jensen will have it installed at that time.

Engineering – Spallasso has confirmed that engineering plans from consulting engineers Hubbell, Roth & Clark are in progress and will be presented at the July Parks and Recreation Board meeting.

Baseball Fees – Pasieka reported that fees for reserving the baseball diamonds will be addressed in the fall when the board revisits park pavilion fees.

## **ELECTIONS**

Davis expressed the view that the current Parks and Recreation Board leadership is effective. She suggests that the current officers remain for the next year, particularly in view of the upcoming park improvement program. Davis nominated Schmitt for the position of chairperson and Greening as vice-chairperson of the Parks and Recreation Board

MOTION by O'Reilly to close the nominations.  
Motion passes unanimously.

Vote to elect Schmitt as chair and Greening as vice-chair:  
Motion passes unanimously.

## **PARK MASTER LIST UPDATE**

Schmitt stated that he met briefly with Council President Stearn, Council Liaison Domzal, and Village Manager Murphy prior to tonight's meeting. It was suggested at this meeting that the Parks and Recreation Board accept a construction manager program to implement the park improvement projects. The construction manager would work through the Village Manager. It is recommended that the construction manager be from the Village consulting engineering firm Hubbell, Roth and Clark, Inc. They would be in charge topography, site planning, drainage, sequencing, bidding, etc.

Schmitt understands that the park improvement program and implementation of the master plan has been designated as a high priority item to be completed as expeditiously as possible under Murphy's direction. Schmitt supports the procedure of having HRC act as the construction manager.

Domzal added that two key people from administration who will be involved in coordinating park projects are Renzo Spallasso and Stan Pasieka. Murphy will be delegating substantial portions of administration's responsibilities to them. The goal is to have the engineering firm take responsibility for key elements of the program which are design drawings, construction drawings and construction management.

There was agreement among the board members that a construction manager is needed to administer this process. Members questioned whether the Parks and Recreation Board is satisfied that HRC is the engineering firm with the expertise to be doing this work. Board members were concerned about Parks and Recreation Board participation in the process with respect to design recommendations.

Pasieka stated that Public Services Director Spallasso has worked with HRC and has indicated that this type of project is within their area of expertise.

Murphy explained that the engineering firm will receive input and direction from the Parks and Recreation Board. This body will review engineering plans and construction management of the park improvement projects to be undertaken with park millage money before they proceed to Council. Council will then approve the plans before going out for bids. The board will be advised of the figures when the bids come in before Council executes a contract.

Stearn affirmed that the idea is to have this board provide input to representatives of the engineering firm, who would return with a number of options for the board's review. He perceives the Parks and Recreation Board working with HRC and presenting a final plan for Council's consideration. In answer to an inquiry, Stearn indicated that Council will not have to approve every small changes in the plans.

Stearn asked Murphy to request a quote from Hubbell, Roth and Clark for construction management services for consideration at the next Council meeting. If Council approves the quote, a representative from HRC will be asked to attend the next Parks and Recreation Board meeting.

MOTION by Harmon, supported by Greening, to request Council to authorize administration to pursue construction design and management of the park improvement program through Hubbell, Roth & Clark, Inc.

Motion passes unanimously.

Schmitt proposed that discussion of specific park projects listed under this agenda item be deferred for discussion with the consulting engineers. Greening will report on her research on playground equipment.

### **Playground**

Greening distributed material to members describing three different playground equipment designs put together by Engan Tooley Doyle & Associates, Inc. She commented on the equipment designs and the material to be put on the ground as a landing surface. The playground equipment being considered is for the 2-5 year old age group. Greening also proposes to have a toddler area that would include a sand box and other equipment depicted in the material. When money is available, a 5-12 year old area could be built.

Timothy Doyle from Engan-Tooley-Doyle was present to answer questions about the playground equipment and the Miracle Recreation Equipment Company. Doyle talked about his parks and recreation background, the company, and the Miracle product. He addressed questions from the board. Doyle will provide board members with a list of locations where they can view playgrounds using equipment from his company.

### **UPDATE CHANGES TO MASTER LIST**

Schmitt referred to a list of Beverly Park improvement projects and estimated costs compiled by the board as part of the 1998 Park Master Plan discussion. This list is being used as a starting point for the park capital improvement program. Schmitt would like to add a perimeter path to this list. He noted that Mooney will be proposing new fencing along Allerton. Greening recommends fencing the park completely, which would require erection of a fence separating the park from the Beverly Woods subdivision. These topics will be deferred until after discussion with Hubbell, Roth & Clark.

### **RESOLUTION – NATIONAL RECREATION AND PARKS MONTH**

O'Reilly stated that, for the past 45 years, the National Recreation and Parks Association has made July National Parks and Recreation Month. He distributed a copy of a sample resolution to board

members and requested that the board ask Council to adopt this resolution declaring July National Recreation and Parks Month in the Village of Beverly Hills.

MOTION by O'Reilly, supported by Harmon, that the Parks and Recreation Board recommend that Council adopt a Resolution to declare July as National Recreation and Parks Month.

Motion passes unanimously.

### **LIAISON COMMENTS**

Domzal informed the board that Council approved a \$1,000 expenditure for supplies to construct a scale model of Beverly Park including future improvements. At the last Council meeting, budget amendments were adopted which transferred capital accounts from the current fiscal year into next year's budget. This would include transferring the \$24,000 from the Capital Parks Equipment and Improvement Fund to the Capital Projects Fund because the expenses will not take place until after July 1, 2001.

Domzal related that he put forward an idea at the last Council meeting that consideration be given to establishing an organized community foundation in Beverly Hills to support Village projects. Given current and future budget restrictions, Domzal can foresee a role for an organized foundation to collect funds in the community and have an independent board that would allocate money for various projects that would otherwise not be funded.

### **ADMINISTRATION COMMENTS**

Pasieka distributed a large group event request for a picnic in the park on Sunday, September 16. The board had no objections to the function.

Pasieka received a letter from the Village's insurance carrier, Michigan Municipal Risk Management Authority, listing recommendations for handling safety issues with respect to the sled hill in Beverly Park. Board members commented on the suggestions. The letter will be forwarded to Hubbell, Roth & Clark, consulting engineering firm that is preparing a recommendation for improvements to the sled hill.

Pasieka reminded those present that the annual fireworks display is being held on Tuesday, July 3 at Lincoln Hills Golf Course. The Village Council approved financial and manpower support for this event at Monday's meeting.

The next Villager newsletter will be compiled in mid-August and mailed to all residents in early September.

Howard Knorr of 18875 Bedford commented on the poor acoustics in the pavilion and suggested this be considered when building a new pavilion.

### **BOARD COMMENTS**

Harmon reported on his participation in the River Day event on Saturday, June 2. Approximately 50 volunteers showed up at the Douglas-Evans nature preserve to plant wetland plants. Harmon

stated that there is probably another three or four days of volunteer work to do there. O'Reilly will talk further with Harmon about the possibility of organizing an Eagle Scout project at Douglas Evans.

O'Reilly welcomed Brian Murphy to the Village and to the Parks and Recreation board meeting.

Schmitt thanked administration for repairing the drinking fountain located near the ball diamonds.

Schmitt referred to the joint meeting of the Parks and Recreation Board and Council held in January of this year. At this meeting there was board and Council consensus to retain the current budget of \$6,000 for the summer concert series in order to provide more publicity for the concerts. During the budget process, Council cut the budget for summer concerts by 25 percent. Schmitt stated further that neither Council nor administration announced at Monday's Council meeting that the first concert will be held in Beverly Park this Sunday.

Greening thanked Murphy for attending tonight's meeting. She also thanked Stearn and Domzal for getting together with the chair prior to the meeting to propose a plan to facilitate the park improvement program.

The meeting was adjourned at 8:21 p.m.

**Phil Schmitt, Chairperson  
Parks and Recreation Board**

**Ellen E. Marshall  
Village Clerk**