

**Charter Township of Comstock
Parks & Recreation Commission**
Meeting Minutes of June 12, 2017
7:00 P.M. at Wenke Softball Complex

Commissioners Present: Linda Law, Judy Joling, John Weir, Sharon Spears, Teresa Young
Staff Present: Rachel Hopkins, Parks Program Coordinator
Citizens in attendance: 2

Call to Order by Chairperson, Linda Law

Introductions: Chad McBarnes, Umpire in Chief.

- Mr. McBarnes shared the umpires' goal of maintaining good community relations with softball participants at our parks, focusing on its customers. They have received very good feedback.
- Umpires now use a training program for umpiring based on the NSA guidebook, but are looking at an accreditation program. In addition, they are considering AED training for the umpires-in-charge each day to help facilitate player safety.

1. Review of the Minutes from May 8, 2017:

Motion by Weir/support from Spears to accept Minutes as presented.
Motion to approve Minutes: 5 Yes/ 0 No

2. Bills Payable:

Motion by Spears/support from Joling to approve Bills payable as presented.
Motion to approve Bills Payable: 5 Yes/0 No

3. Correspondence: Parks Coordinator Rachel Hopkins reported that a 'Thank You' card was received from a citizen who held a memorial service for Richard Connelly at Robert Morris Park.

4. Citizen's Comments: None.

5. Request for Agenda Adjustments: None.

6. Reports:

- a. Parks Director:** Provided to Commissioners in Board packets
- b. Treasurer:** Report provided in packets
- c. Commission Chair:**

Linda Law shared the following:

- The old Comstock High School (near 26th Street & Oran St.) was sold, and is planned to become a business incubator. The owner may also be interested in its football field (now Parks land). The Neal Street ball fields (behind the school) are overgrown and no longer used. Because the adjacent cemetery needs more room, expansion into this area may be considered. Note also that after the school sale, the water at the cemetery is no longer provided for use.
- Commissioner John Weir was asked to attend the Comstock Township audit workshop Monday, June 19, 2017.
- Comstock Treasurer Bret Padgett asked Commissioner Linda Law to consider the idea of a neighborhood park like Fleetwood for the Shields neighborhood plat. Locations were discussed.
- Commissioner Law met with Rob Britigan to discuss possible parcel use. Deed restrictions currently apply.
- Commissioner Law reported that Comstock Township has had meetings covering medical marijuana issues. No decisions have been made yet however licensing will start anyway.

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- A “conditional agreement” to transfer property for the Adult Daycare Center (Mary Gustas) has been put forward. Commissioner Weir suggested ALL park (and associated) property deeds be reviewed. Commissioner Law will consult with the Comstock Township attorney to get started.
- A new Capital Improvement Project Committee consisting of township leaders, including Commissioner Law, now have a process that requires use of an application form for each improvement project. The goal is to ensure consistency across areas. Previously approved projects in progress/to be initiated also need forms filled out.
- Recycling of weeds & grass has been reinstated in the Township.
- The Comstock Library now has WI-FI hot spots that can be used.
- Comstock Township meeting agendas now have time allotments for before and after comments.
- The Maintenance Office at Merrill Park is being given to the Parks Commission.
- There will be no renting of the Merrill Park pavilion after July – it will be available on a first come/first serve basis. This means that the pavilion will not be *guaranteed* clean for each use after July (clean-ups are scheduled on Mondays). Bathrooms will continue to be maintained.

Rachel Hopkins, Parks Coordinator, described some of the children’s activities planned for the June 21st park ‘free day’ at Robert Morris Park.

7. Business:

a. Park Visit Discussions – Wenke Softball Complex; Fleetwood and Green Meadow Parks

- **Wenke Softball Complex:**

At 6:30 P.M. Parks Coordinator Rachel Hopkins showed the Parks Commissioners the complex and its facilities. The complex is in good condition. Fields and grounds look good/well maintained.

Concern was raised over the location of the tot playground fixture near backstops (subject to potential foul balls). Possible relocation and/or addition of a canopy/screen were discussed.

Concession operations were described, which flow well with high demand for items. The older concession building needs more electrical outlets/electrical upgrade, however, to handle stock cooling needs. One issue currently exists with one toilet in the facility. Customers appreciate the addition of the new sunscreen dispenser.

- **Fleetwood Park:**

Ground fill (woodchips) is needed around the playground equipment. Some equipment painting is needed and walkway crack-fill is needed. The gate sign along the east fence needs to be updated. The ‘No Parking’ signs placed at the street are confusing...it was suggested that ‘Do Not Block’ signs might better convey the intent of not blocking each walkway entrance. The grass/grounds were nicely mowed. The seating areas are nice.

- **Green Meadow Park:**

The parking area and ball field are in good condition and the grounds are well-maintained. The bench area is nice. It was suggested that the park sign may need to be moved to be more visible from the road. There are some crumpled soccer net screens near the parking area that need to be removed.

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b. AED Unit follow up

Parks Coordinator Rachel Hopkins reported that CPR training is scheduled for June 15, 2017. Once training is completed, the AEDs and associated signage will be placed at Wenke Softball Complex and Robert Morris Park.

c. Fishing Deck Discussion for July meeting

Commissioner Law indicated that the July meeting will be held at the pavilion at Robert Morris Park. Anticipating that there will be many citizens providing public input, it is planned to limit specific topic comments to 4 minutes per person, in a rotating fashion.

Commissioner Law is hoping to have a DEQ or DNR representative present at the meeting.

Suggested actions prior to the meeting:

- 1) Survey other parks – specifically Ramona and Prairie View and Vicksburg as to their experience with fishing decks and their use by visitors
- 2) Consider a variety of deck ideas/possible options
- 3) Prepare a clear meeting introduction conveying the information-sharing purpose
- 4) Send Commissioner Linda Law any other suggestions to incorporate before the meeting

d. Other: None

8. Announcements: None

The meeting was adjourned at 8:40 P.M. The next meeting will take place on Monday, July 10. Commissioners are to meet at 6:30 P.M. at Robert Morris Park. The meeting will follow at the RMP Pavilion at 7:00 P.M.

Commissioners should also visit McLinden Nature Trails on their own time before the July 10 meeting.

Respectfully submitted, Teresa Young, Secretary