

**Charter Township of Comstock
Parks & Recreation Commission**
Meeting Minutes of June 10, 2019
7:00 P.M.

Commissioners Present: Judy Joling, Linda Law, Marc Rizzolo, John Weir, Teresa Young
Staff Present: Vanessa Street, Parks Director, and Rachel Hopkins, Parks Coordinator
No citizens in attendance.

Call to Order by Chairperson, Linda Law

Introductions: Marc Rizzolo, the newly appointed P&Rec Commissioner. Welcome!

1. Review of the Minutes from May 13, 2019:

Motion by Law/support from Joling to accept Minutes as presented.

Motion to approve Minutes: 5 Yes/ 0 No

2. Bills Payable:

Motion by Law/support from Weir to approve Bills Payable as presented.

Motion to approve Bills Payable: 5 Yes/0 No

3. Correspondence: None

4. Citizen's Comments: None

5. Request for Agenda Adjustments: None

6. Reports:

a. Parks Director: Report provided to Commissioners in Board packets.

- Parks Director Street reported that a tree fell and its limb damaged the newly painted lighthouse structure at S. Wenke Park, essentially destroying it. Replacement vs. refurbishment is being assessed. Tree removal and replacement is being assessed by the insurance company.
- Parks Coordinator Rachel Hopkins reported that 15 people participated in the recent birdhouse building activity.
- The Merrill Park project is making progress. A completion celebration is planned for around October 1.

b. Treasurer: Report provided to Commissioners in Board packets.

c. Commission Chair: Commissioner Law shared the following:

- Nice job and ThankYou! to all who participated in the Celery Street park playground project and provided donations. Thanks to Parks Director Street for recognizing participants in the Comstock Communicator.
- Thank You! to Parks Director Street for summer programming described in the Comstock Communicator.
- Note that the Merrill Park bathroom project is already approved by the township, and will be budgeted, per confirmation by Bret Padgett (Township Treasurer) and Parks Director Street.

7. Business:

a. Celery Street – Swing Set – Engineered Wood Fibers (EWF)

Quotations for engineered wood chips were received for Celery Street swing set area.

Motion by Weir/support from Young to purchase EWF from Brink Wood Products (which includes delivery and installation) for \$1440.

Motion to approve the purchase of EWF, as presented: 5 Yes/0 No

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b. Capital Improvement Projects

Parks Director Street shared a partial list of capital improvement projects, in preparation of a 6-year “wish list” of needed repairs and improvements. Note that CIP projects also may include grant opportunities. **Commissioners are requested to provide additional ideas to Vanessa prior to the next meeting in July.**

The list and suggestions so far include: Robert Morris Park paving (grind and replace), Celery Street Park basketball court (re-do), and the Merrill Park project (all in 2019); Passive playground equipment (to code), waterfall repairs, lilly pond control and tree trimming at Cooper Park; walking and/or dog walking path, playground equipment and/or picnic tables at Green Meadow Park; fishing pier for Robert Morris Park (note the DEQ permit is good for five years); paving the Wenke Park parking area; new picnic tables, where needed; another P&Rec truck; and a new neighborhood park backing up to the Shields neighborhood (CIP + grant, possibly).

c. 5-Year Strategic Plan

Commissioner Law noted that it is almost time for a new P&Rec strategic plan, and suggested that commissioners upgrade the existing one while looking carefully at the goals and objectives. Commissioners need to get started as it needs to be submitted to the DNR in January (note: grants require that a strategic plan be in place and current).

d. Other

- Commissioner Law will check with Comstock schools about possibly sharing their “activities spaces” for some P&Rec activities.
- Per Commissioner Weir’s request, Commissioner Law will follow up with township officials regarding ongoing Neal Street ball diamond area (P&Rec property) usage discussions.

8. Announcements: None

The meeting was adjourned at 8:13 P.M.

The next meeting will take place on August 12, 2019 at 7:00 P.M. (Note: the July 8 meeting is cancelled).

Respectfully submitted, Teresa Young, Secretary