

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, August 8, 2006**

I. CALL TO ORDER

The August 8, 2006, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:05 p.m. by Chairperson Parke at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present

Diane Baker
Ron Hudson
Kelly Hyer
Dot LaLone
Rich Parke
Jean Vallad

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

IV. AGENDA REVISIONS AND APPROVAL

Commissioner Vallad moved to accept the revised agenda as presented. Commissioner Vallad was supported by Commissioner Baker. The motion carried by a 6-0 vote.

V. PUBLIC COMMENT

None

VI. CONSENT AGENDA

- A. Receipt of Director's Report for July
- B. Receipt of Financial Summaries
- C. Receipt of June Budget Printouts
- D. Receipt of Township Board Meeting Minutes for June 8, 2006
- E. Receipt of Tentative August Calendar of Events
- F. Approval of Set-Up of Accounts Payable for Previous Year Policy
- G. Receipt of Township Board's August 10, 2006 Agenda

Commissioner Vallad moved to accept the consent agenda as revised. Commissioner Vallad was supported by Commissioner Baker. The motion carried by a 6-0 vote.

VII. OLD BUSINESS

A. Approval of Regular Meeting Minutes for July 11, 2006 with Additional Disbursements of \$ 11,018.00 for Parks and Recreation Fund; \$ 8,004.62 for Shiawassee Basin Preserve Fund and \$ 600.00 Trust and Agency.

The Commission reviewed the meeting minutes and addressed several corrections that were necessary.

Commissioner LaLone questioned why the DTE invoices were such a large amount compared to previous months. Commissioner LaLone inquired as to how many Nextel phones we still have.

Director Tucker explained that the DTE invoices were for a billing period of three months when the company had not sent out statements due to their own increased work load. Director Tucker stated that we had 11 phones and there are several that we will be putting on stand-by status.

Commissioner Vallad moved to accept the Regular Meeting Minutes for July 11, 2006 as revised with additional disbursements of \$ 11,018.00 for Parks and Recreation Fund; \$ 8,004.62 for Shiawassee Basin Preserve Fund and \$ 600.00 Trust and Agency. Commissioner Vallad was supported by Commissioner Hudson. The motion carried by a 6-0 vote.

Commissioner Vallad moved that “2007 Parks and Recreation Fund Budget and Shiawassee Basin Preserve Fund Budget” motion be added as item “C” under “Old Business”. Commissioner Vallad was supported by Commissioner Parke. The motion carried by a 6-0 vote.

B. Special Meeting Minutes- June 29, 2006

The Commission reviewed the meeting minutes and addressed some corrections that were necessary.

Commissioner Hyer moved to accept the Special Meeting Minutes for June 29, 2006 as revised. Commissioner Hyer was supported by Commissioner Baker. The motion carried by a 6-0 vote.

C. 2007 Parks & Recreation and Shiawassee Basin Preserve Fund Budgets

The totals for the budgets were revised after re-evaluating some of the revenue numbers and then refiguring some of the personnel costs.

Commissioner Vallad moved to amend the original motion from the July 11, 2006 meeting for the 2007 Parks and Recreation budget from \$587,000.00 to \$584,393.00 for both revenue and expenditures. Commissioner Vallad was supported by Chairperson Parke. The vote on the motion: Yes: Baker, Hudson, Hyer, Parke, Vallad. No: LaLone. Motion carried by a 5-1 vote.

Commissioner Vallad moved to amend the original motion from the July 11, 2006 meeting for the 2007 the Shiawassee Basin Preserve budget from the amount of \$70,000.00 to \$ 69,625.00 for both revenue and expenditures. Commissioner Vallad was supported by Chairperson Parke. The vote on the motion: Yes: Baker, Hudson, Hyer, LaLone Parke, Vallad. No: None Motion carried by a 6-0 vote.

VIII. NEW BUSINESS

A. Park Commissioner Vacancy Committee

The Park Commission discussed the committee's recommendation to fill the vacancy on the Park Commission.

Commissioner Vallad had some concerns regarding the committee's recommendation.

Commissioner Hudson stated that he wished there had been more candidates applying for the position. However, out of the two candidates that had applied for the vacancy he felt that the individual that the committee was recommending would be well suited for the Park Commissioner position.

Commissioner Hyer felt that the individual that they are recommending would be a good Park Commissioner.

Chairperson Parke expressed that he was very happy with the recommendation which was being unanimously presented by the committee to the Commission.

Commissioner Vallad, after hearing all of the discussions regarding the recommendation, decided she had faith in the committee and would have to agree to the recommendation.

B. Recommendation to the Township for Park Commission Vacancy

Chairperson Parke moved that the Park Commission accept the recommendation from the Park Commissioner Vacancy Committee and forward a letter and the memo from the committee to the Township Board for their August 10, 2006 meeting. Chairperson Parke was supported by Commissioner Hudson. The motion carried by a 6-0 vote.

Commissioner Hyer moved to add "Compensation for Joint Meeting on July 31, 2006" as item "D" under "New Business". Commissioner Hyer was supported by Commissioner Baker. The motion carried by a 6-0 vote.

C. Approval for Bid Proposal for Shower Tower Accessibility

Commissioner LaLone asked for clarification on how high the cement ramp from the ground would be and the need for the handrail. She also wanted to know whether or not the contractor would be designing the plan.

Director Tucker stated that a handrail would be necessary and all specifications would have to meet all Americans with Disability Act requirements.

Director Tucker pointed out the new paragraph at the end of the request for bid proposals which is different then on the normal form. The new addition was necessary since this project is being funded by Community Development Block Grant funds. At this time, that is the only change that has been necessary to the form.

Commissioner LaLone wanted to make sure that when the bid proposals come back that each of the designs would be compared.

Director Tucker confirmed that all of the designs would be compared.

Commissioner LaLone would like to include the word "design" inserted in bid specifications number two.

Commissioner Baker moved to accept the Request for Bid Proposal for the Shower Tower as revised. Commissioner Baker was supported Chairperson Parke. The motion carried by a 6-0 vote.

D. Compensation for Joint Meeting on July 31, 2006

Commissioner Hyer moved not to receive compensation for the joint meeting since all the members of the committee had agreed to volunteer their time to be on the committee and even though there was a quorum the night of the meeting. Commissioner Hyer was supported by Commissioner Baker. The motion carried by a 6-0 vote.

IX. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve payment of the bills as follows: Parks and Recreation at \$ 28,569.79, Shiawassee Basin Preserve at \$ 1,223.15 and Trust and Agency at \$ 450.00. Commissioner Vallad was supported by Commissioner Hudson. The motion carried 6-0 vote.

X. COMMITTEE REPORTS

A. Millage Investigation Committee

Chairperson Parke asked if anyone had attended any of the library millage meetings. Commissioner Hyer stated that she attended one only for a short period in order to pick up her call list to help campaign for their millage.

Chairperson Parke wondered if the members of our committee could contact the members of the library millage committee to discuss their ideas of how their campaign went.

B. Policies and Procedure Committee

There was no report.

C. Shiawassee Basin Preserve Rental Properties Committee

There was no report.

XI. PUBLIC COMMENT

None.

XII. COMMISSIONER COMMENT

Commissioner Hudson stated that he was looking into several ways for raising funds and he will have some information at the next meeting. He also stated that he would like to have a path from the ponds over to the Civic Center but of course we would need funds in order to do that.

Commissioner LaLone commented that the Headwaters Trail organization is having a ride for horseback riders at the end of the month at Rose Oaks. She also discussed items that she had read about in the Oakland County Parks meeting minutes from July.

Commissioner Vallad asked if the cover for the concession stand window had been installed as of yet.

Director Tucker stated that it had not been installed yet, as it is still on order.

Commissioner Vallad also stated that she had investigated through a government website on what the DYAA financial status was. The only information that she could find was a 2004 return showing assets of \$ 45,000.00. Commissioner Vallad stated it was her understanding that a non-profit organization is only supposed to have a fund balance of \$25,000.00. Unfortunately she was not able to find a return for 2005. She was very disappointed to see the amount of money that they had, when in years previous they had made several complaints about the usage fee they were being charged for Springfield Township fields even though it was at a discounted rate.

XIII. ADJOURNMENT

Commissioner LaLone moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 9:00 p.m. Commissioner LaLone was supported by Commissioner Hyer. The motion carried by a 6-0 vote.

Jennifer Tucker, Director of Parks & Recreation

Rich Parke, Chairperson of Park Commission