



SPECIAL MEETING SPRINGFIELD TOWNSHIP PARKS COMMISSION Monday, December 5, 2022

I. **CALL TO ORDER**

The December 5, 2022, Special Meeting of the Springfield Township Parks and Recreation Commission was called to order at 4:30 p.m. by Chairperson Bower at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. **ROLL CALL**

Commissioners Present:

Diane Baker
Roger Bower
Anne Loncar
Jean Vallad

Staff Present:

Sarah Richmond

Commissioners Absent:

Dennis Omell
Rich Parke
Angela Spicer

III. **APPROVAL OF MATCHING FUNDS FOR OAKLAND COUNTY SENIOR GRANT FUND**

Director Richmond presented the Park Commission with information on the Oakland County Seniors Grant program. Director Richmond stated that today she was coming to the Park Commission seeking approval for matching funds for a grant opportunity. The Oakland County Seniors Grant is being funded by ARPA funds that Oakland County received.

Director Richmond stated that the proposal must describe how the funding will be used to make long-term improvements for the senior citizens in our community. While the paperwork refers to seniors' centers, the Parks and Recreation Department is actually able to apply for this grant since the Hart Community Center is used for senior programming. Director Richmond stated that she would like to apply for the following items:

Project Cost Estimate

New Interior Doors	\$ 7,600.00
Kitchen Cabinets & Countertops	\$24,000.00
Ceiling Tile Replacement	\$ 4,400.00
Flooring Replacement	\$29,000.00
Exterior Doors & Opener	\$19,000.00
<u>Contingency</u>	<u>\$12,600.00</u>
Total	\$96,600.00

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Director Richmond stated that these improvements will benefit the seniors in our community by providing updated and more accessible doors, providing better flooring that will help everyone, but especially those with mobility issues, the replacement of the ceiling tiles which will help with the acoustics and heating and cooling of the building and the updates to the kitchen facility will help in the food preparation for the senior meals that are served at the facility.

Director Richmond stated that the grant requires a 1 to 1 match. While the project total is \$96,600 the Department would be requesting from the grant \$48,300. In the grant application Director Richmond must show that we have a match of \$48,300. There is currently \$15,000 budgeted for the exterior door replacement. Director Richmond stated that she must show that they have funds committed for the remaining \$33,300. Kaleidoscope Foundation has committed \$8,000 to the improvements of the facility, leaving \$25,300 that the Department would need to commit from prior year funds. Director Richmond stated that these funds are in our reserves-building and facilities line on the balance sheet.

The Commissioners discussed the projects that Director Richmond wanted to apply for as part of the grant, and they agreed that these are needed improvements. Director Richmond stated that the estimates that she received for these projects were obtained from a contractor she trusts. Director Richmond stated that if they are fortunate enough to receive this grant, they will have to follow all federal guidelines for the bidding process.

The Commissioners did express that they feel that due to rising prices that the contingency for the overall project should be \$16,000.00, which would bring the entire scope of work to \$100,000.00.

Director Richmond stated that with this amount she would be applying for \$50,000 for the grant and the Parks & Recreation Department needed to match the corresponding \$50,000. Again, in the 2023 Parks and Recreation Fund Budget there is \$15,000 budgeted for the exterior doors, which will count towards the match. Director Richmond reiterated that they have the commitment of \$8,000 from the Kaleidoscope Foundation. The remaining \$27,000 for the matching funds would need to be committed from the Prior Year Fund Reserve-Building & Facility line.

Commissioner Baker moved to make available \$27,000.00 for the matching funds for the Oakland County Seniors grant. These funds will be utilized from the Prior Year Fund Reserve-Building & Facilities line. Supported by Commissioner Vallad. Vote on the motion: Yes: Baker, Bower, Loncar, Vallad; No: None; Absent: Omell, Parke, and Spicer. The motion carried by a 4-0 vote.

V. Other items unanimously agreed upon

None

VI PUBLIC COMMENT

None

VII. ADJOURNMENT

Commissioner Vallad moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation Commission at 4:46 pm. Supported by Commissioner Loncar.