

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION REGULAR MEETING
Recreation Activities Center
4640 Walnut Lake Road
West Bloomfield, Michigan 48323
Thursday, January 23, 2020**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chair Kirkwood

ROLL CALL

Present: Chair Vincent Kirkwood
Treasurer Merv Aronoff
Secretary David Barash
Commissioner Robert Brooks
Commissioner Michele Hembree
Commissioner Sally Wenczel

Staff Present: Jennifer Tucker, Executive Director
Joe Ketchum, Parks Superintendent
Kelly Hyer, Recreation Superintendent
Pat Helson, Administrative Assistant
Chris Frey
Matt Schaerer
Ashley Stokes
Ruth Simon
Township Liaison Warshay
Gregory Need, Esq.

Absent: Commissioner Sukenic

Public: Two

PUBLIC FORUM

Township Liaison Warshay provided information about the Boil Water Advisory in effect for some residents and businesses in the north end of the Township. This was due to a water main break.

APPROVAL OF AGENDA

Motion by Treasurer Aronoff, second by Commissioner Brooks, to approve the agenda as revised.

Ayes: Aronoff, Brooks, Barash, Hembree, Kirkwood, Wenczel

Nays: None

Absent: Sukenic

Motion Carried 6-0

Approved at the February 27, 2020 Commission meeting

CONSENT AGENDA

Items A through C are Consent Agenda matters considered to be routine by the Commission and enacted by one motion unless a member of the Commission wishes to discuss one of the topics.

- A. Approval of Minutes from the December 19, 2019 Regular Commission Meeting.
- B. Approval of the December Financial Reports.
- C. Approval of Prepaid Expenditures in the amount of \$164,751.99, Expenditures in the amount of \$40,528.24, Credit card refunds totaling \$1,079.00 for the month of December 2019.

Motion by Commissioner Brooks, second by Treasurer Aronoff, to approve Items A through C on the Consent Agenda.

Ayes: Brooks, Aronoff, Barash, Hembree, Kirkwood, Wenczel

Nays: None

Absent: Sukenic

Motion Carried 6-0

STAFF REPORT

Executive Director Tucker, Parks Superintendent Ketchum and Recreation Superintendent Hyer provided their staff report.

ITEMS FROM THE OFFICERS

Chair Kirkwood, Treasurer Aronoff and Secretary Barash were afforded an opportunity to speak on issues of public interest.

COMMITTEE REPORTS

A. Executive: Chair Kirkwood

Chair Kirkwood indicated the Executive Committee met on January 22, 2020 at 6:00 PM. Present were himself, Treasurer Aronoff, Secretary Barash and Executive Director, Tucker. Discussed were Roles of the Committee, the Agenda for the Regular Committee Meeting, updates to Splash Landing and the Evaluation of the Executive Director. The next meeting is scheduled for February 6, 2020 at 6:00 P.M. at the Recreation Activities Center.

B. Finance: Report from Treasurer Aronoff

Treasurer Aronoff stated the Finance Committee met before tonight's meeting. Present were himself, Commissioner Brooks, Commissioner Wenczel, Executive Director Tucker and Administrative Assistant, Pat Helson. They discussed and reviewed the December invoices, vouchers and the monthly budget status. They also discussed the agenda items for tonight's meeting. The next meeting is scheduled in February prior to the regular Commission meeting.

Approved at the February 27, 2020 Commission meeting

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Seven WBPRC staff were recognized for their Years of Service. Chair Kirkwood read the Resolution received by each.
- B. The Executive Director Evaluation was removed from tonight's agenda. Rather, Chairman Kirkwood distributed evaluation forms to all Commission members present and requested they be completed and returned by January 31, 2020 by either a sealed envelope to Pat Helson, Administrative Assistant, or e-mailed back by the same date. Chair Kirkwood would then compile the results for further review and discussion at the next Executive Committee meeting scheduled for February 6, 2020.

ITEMS FROM THE TOWNSHIP LIAISON

Mr. Warshay indicated that they have not held any meetings since the last WBPRC meeting; the next Regular Township Meeting will be held on January 27, 2020 at the Township Hall.

PUBLIC FORUM

None.

ANNOUNCEMENTS

None.

ADJOURNMENT

There being no further business before the Commission, Treasurer Aronoff made a motion to adjourn, second by Secretary Barash and unanimously supported. The meeting was adjourned at 8:32 P.M.

Respectfully Submitted,

Secretary David Barash

Approved at the February 27, 2020 Commission meeting