

**PROCEEDINGS OF
 CHARTER TOWNSHIP OF WEST BLOOMFIELD
 PARKS & RECREATION COMMISSION
 West Bloomfield Township Hall Boardroom
 West Bloomfield, Michigan**

**Thursday, July 28, 2022
 7:00 PM**

CALL TO ORDER

The meeting was called to order at 7:00 PM by Chairman Brooks
Chairman Brooks names Commissioner Erich as Acting Secretary

ROLL CALL

Present: Chair Robert Brooks
 Treasurer Terrance Adams
 Commissioner Merv Aronoff
 Commissioner John Erich
 Commissioner Sally Wenczel

Staff Present: Jennifer Tucker, Executive Director
 Kelly Hyer, Recreation Superintendent
 Chris Frey, Parks Superintendent
 Pat Helson, Administrative Assistant
 Carrie Manning, Recording Secretary

Excused Absent: Secretary Vincent Kirkwood
 Commissioner David Barash

Public: None

PLEDGE OF ALLEGIANCE

PUBLIC FORUM- None Present

APPROVAL OF AGENDA

Motion by Commissioner Erich, seconded by Commissioner Aronoff to approve agenda with the addition of item 10D- Closed Session added.

**Ayes: 5
 Nays: 0
 Absent: 2
 Motion Carried: 5-0**

CONSENT AGENDA

Items A through G 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 Regular Commission Meeting on June 23, 2022.
- B) Approval of Minutes of Special Meeting July 6, 2022.
- C) Approval of June Revenue and Expenditure Report.
- D) Approval of Prepaid Expenses in the amount of \$351,386.97.
- E) Approval of Expenditures paid by Check in the amount of \$183,509.23.
- F) Approval of Credit Card Refunds totaling \$16,616.96 for the month of June.
- G) Receipt of the June Cash Balance.

Motion by Commissioner Aronoff, seconded by Commissioner Wenczel to approve items A through G on the Consent Agenda.

Ayes: 5

Nays: 0

Absent: 2

Motion Carried: 5-0

ITEMS FROM THE TOWNSHIP

Township Supervisor Kaplan was present and reported on 3 new restaurants opening in West Bloomfield. Don Juan in the old Outback location, We've got Brunch, and Golden Harbor in the old Champs location. The 20th annual Art Show was held the weekend of July 30th. He also wanted the public to be aware there was an opening on the cable advisory commission.

Due to technical issues, the Commission would return to the Staff Report later in the meeting.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

Chairman Brooks gave kudos to the Beacon regarding their coverage of the millages in educating and providing information to the public. He also commended the Beacon for their coverage of Lorna McEwen and sent condolences to her family.

B. Items from the Secretary

Acting Secretary Erich spoke of an encounter he had at Drake Sports Park with the parent of an autistic child. When asked, the parent commented that the WBPRC provides very good facilities and accommodations to autistic and challenged individuals.

B. Items from the Treasurer

Treasurer Adams commented on all the many activities going on at Drake Sports Park while on an early morning visit to the park on a weekend.

COMMITTEE REPORTS

Executive: Chairman Brooks

Chairman Brooks stated they met on July 6, 2022, at 5:00pm. Present were himself, Secretary Kirkwood, and Treasurer Adams. They discussed the agenda for tonight's meeting, they had a COVID-19 update, and they responded to correspondence sent to the Commission. They also were updated on several ongoing projects and personnel updates. They are working with the Commission attorney on deed updates and contract revisions. Their next scheduled meeting is August 4, 2022, at 6pm.

Finance: Treasurer Adams

Treasurer Adams indicated the Finance Committee met July 28, 2022, at 6:00pm. Present were himself, Commissioner Aronoff, Interim Finance Manager Stephanie Smith, and Executive Director Tucker. The Committee assessed the budget to actual spending for the month ending June 30, 2022. This included the divisions of administration, recreation, parks, transportation, and the Commission. The Committee was also provided revenues associated with property taxes, recreation, and other sources of income. The committee was satisfied with positive results and reported they are under budget year to date. Through June, the Commission was approximately \$200,000 under budget. The committee reviewed invoices, vouchers, and prepaid expenses for the month. The committee reviewed agenda items for tonight's meeting. Any questions or concerns were addressed and satisfied. The next meeting is scheduled prior to the regular Commission meeting on August 25, 2022, at 6:00pm.

Strategic Planning: Commissioner Wenczel

Commissioner Wenczel reported the Strategic Planning Committee did meet Friday July 15, 2022. Present were Secretary Kirkwood, Commissioner Erich, Howard Schwartz from the Friendship Circle, Attorney Greg Need, Superintendent Frey, Executive Director Tucker, and herself. Schulak Farm lease to the Friendship Circle or other possibility uses were discussed. Attorney Need and the Committee are still in discussion of any agreement or contract. No future meeting is scheduled **at this time**.

Item 10D- Closed Session

Motion to go to Closed Session by Commissioner Aronoff, seconded by Commissioner Wenczel.

Ayes: 5

Nays: 0

Absent: 2

Motion Carried: 5-0

The Commission entered into Closed Session at 7:20pm

The Commission returned from Closed Session at 8:15pm

STAFF REPORT

Executive Director Tucker, Superintendent Hyer and Superintendent Ketchum provided a Staff Report to the Commission.

Executive Director Tucker reported that the senior facility Connect, would not be moving into Abbott Middle school in the Fall due to structural problems at Roosevelt Elementary. However, they will be using the facility during the summer. Pontiac council members toured Marshbank park to get ideas and two inspect the facilities for use in Pontiac parks. Oakland County Staff toured Lily Pad Springs to look at how the park operates. The community partnership with the library is going strong with the utilization of the tent behind the library for programs. Executive Tucker noted that 2024 budget discussions have begun with the aim of bringing it to the Commission during the October meeting. She reminded everyone to vote on August 2nd as there are important millages on the ballot.

Superintendent Hyer reminded the community that July is Parks and Recreation month and there are still a few days to get in on the Community Scavenger Hunt. Superintendent Hyer informed the committee about the Go Fishing program and its popularity. The Township is in the middle of camp season with most weeks selling out. She also spoke of several upcoming programs, including Bees in the D, Nature programs, and Pollinator Fest. Senior programs are moving forward, despite the setbacks in facilities and the Wednesday concerts at Marshbank Park have been extremely popular and she urges everyone to get there early because parking is extremely limited.

Superintendent Frey reported on the fast pitch softball tournaments that have been held at Drake Sports Park, holding 72 games over a 3-day period. He commended staff on keeping up with prepping the fields 6-7 times a day as well as keeping up with the trash and bathroom cleaning. Staff continues to take classes and clinics to learn about the care of trees, safety videos, and training on using the WBPRC vehicles. Tree maintenance continues on the trails and around the parks after storms and high winds. Superintendent Frey also informed the Commission how many shelter rentals are booked for the season and addressed correspondence to the Commission on how the shelters are rented and how they are identified as rented by cones and signs. Prior to being reserved or if not reserved, the pavilions are open to the public on a first come basis. Staff try to get out early, dependent on rental time, to put up notice on the reserved pavilions.

PUBLIC FORUM- None present

ANNOUNCEMENTS

Chairman Brooks commended Judy on the great job she does with the walks; that she makes them enjoyable and informational.

Commissioner Wenczel thanked the staff for all their hard work and for the Pollinator Events and for recognizing their importance.

ADJOURNMENT was motioned by Commissioner Aronoff

There being no further business before the Commission the meeting was adjourned at 8:41pm.

Reviewed by,
John Erich

(As a permanent record, an audio tape of this meeting in its entirety is on file and will remain at the Parks and Recreation offices where it may be heard.)