

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

**Thursday, August 25, 2022
7:00 PM**

APPROVED

CALL TO ORDER

The meeting was called to order at 7:02 PM by Chairman Brooks

ROLL CALL

Present: Chair Robert Brooks
Secretary Vincent Kirkwood
Treasurer Terrance Adams
Commissioner Merv Aronoff
Commissioner David Barash
Commissioner John Erich
Commissioner Sally Wenczel

Staff Present: Kelly Hyer, Recreation Superintendent
Chris Frey, Parks Superintendent
Pat Helson, Administrative Assistant
Steven Kaplan, Township Supervisor

Absent: 0
Public: 0

PLEDGE OF ALLEGIANCE

Chairman Brooks asked for a moment of silence for Mike Salhaney, who passed away July 30, 2022.

PUBLIC FORUM - None present

APPROVAL OF AGENDA

Motion by Commissioner Aronoff seconded by Commissioner Barash to approve the agenda.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

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, July 28, 2022.
- B) Approval of July Revenue and Expense Report.
- C) Approval of Prepaid Expenditures in the amount of \$735,135.04
- D) Approval of Expenditures paid by Check in the amount of \$76,833.58
- E) Approval of Credit Card Refunds totaling \$13,640 for the month of July 2022
- F) Receipt of the July Cash Balance.
- G) Receipt of the Request for Proposal (RFP) for Website Design.

Motion by Commissioner Erich, with the acknowledgement of a correction on Page 1, Line 35, of the minutes from July 28, 2022, seconded by Commissioner Aronoff to approve items A through G on the Consent Agenda.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7-0

ITEMS FROM THE TOWNSHIP LIAISON

Township Supervisor Kaplan reminded the community of the upcoming Friendship Circle Walk, Sunday, August 28, 2022. Supervisor Kaplan informed the Commission that Schuler Books would soon be moving into the space formerly occupied by Stein Mart, near Whole Foods. He also reported that Tesla may be moving into the former Barnes & Noble location.

STAFF REPORT

Superintendent Hyer informed the Commission of an update to the RAC feasibility study. A full report of the study would be presented to the Commission soon. Superintendent Hyer also spoke about a joint meeting with the West Bloomfield Fire Department to obtain some available ARPA funds for Senior programs. A Bloomfield Hills School District partnership meeting is being held, soon, to talk about some potential properties to partner with the WBPRC. The Commission is actively seeking space for the Connect Center permanent location and future activities. Superintendent Hyer reported the millage renewals passed by 69% and by 65.3%. Staff received de-escalation training during the July Staff Meeting. Detective Rebecca Schuldinger provided staff methods to defuse emotions, establish communication and identify the precipitating event or issue when encountering an excitable member of the public. Lily Pad Springs held a special event for Henry Ford Health employees. Henry Ford Health sponsored Lily Pad Springs in 2021, however, employees were unable to go to Lily Pad Springs due to COVID-19 restrictions. This event allowed workers and their families to have the facility to themselves. Over 120 employees signed up and Superintendent Hyer thanked the frontline staff for their partnership and all their hard work.

Superintendent Frey reported on several events and activities going on with the Parks staff, including assisting with the set up and take down of 10 inflatable slides and inflatable activities for Summer on the Bank event. The Parks and Recreation staff partnered on setting up tents, running power, assisting in parking both food trucks and attendees as well as clean up. The Marshbank Music series wrapped up with phenomenal attendance. Superintendent Frey informed the Commission about a project at the Dog Park that has been in the works for a year. The Raitt family connected with former Superintendent Ketchum regarding a dedication at the park to their parents, who were instrumental in getting the dog park planning and built. \$10,000 was raised for a shade structure and bench with a plaque dedicating that bench. While they were working on the memorial, staff also added new concrete pads for future bench installation, the on-site bathroom and future electrical equipment. Drake Sports Park Pickleball and tennis courts were refurbished this past month. The contractor removed all old, cracked materials, re-did all the layers of material, and repainted all the courts. Pickleball lines were also added to two of the tennis courts so overflow pickleball had two more courts to utilize. Keith tennis courts would also be done in the future.

Superintendent Hyer updated the Commission on several of the ongoing Senior events.

The Commissioners had several comments on the reports. Commissioner Barash suggested signage be placed during the events to encourage future hiring for the WBPR. Commissioner Erich commented on the concerts and the teamwork that was necessary to make the events such a success. Chairman Brooks asked about the dog park hours- Superintendent Frey reported the park open 7 days a week until sunset and opening each day at 8am, except for Wednesday, when Parks Staff does maintenance, the park opens at 11am. Commissioner Wenczel asked how the bands for the music series were contacted and Superintendent Hyer told the Commission that they bands are booked in January and February and there was a waiting list of bands, and they were always open to band suggestions from the public.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

Chairman Brooks gave kudos to the staff and commented that they are second to none. The Chairman spoke of meeting staff member Matt, at Drake Sports Park and how forthcoming he was with information. Chairman Brooks noted that WBPR staff are always happy and willing to engage with the public. Chairman Brooks thanked the Commissioners for all their support and spoke of how amazing Drake Sports Park has shaped up to be.

B. Items from the Secretary

Secretary Kirkwood seconded Chairman Brooks opinion on how great Drake looks and how any Staff he runs into are always friendly, greeting everyone, and happy.

B. Items from the Treasurer

Treasurer Adams also thanked all the Staff for all their hard work and continued dedication to the WBPR.

COMMITTEE REPORTS

Executive: Chairman Brooks

Chairman Brooks stated they met On August 10, 2022. Present were himself, Secretary Kirkwood, Treasurer Adams, Superintendent Frey, Superintendent Hyer, Interim Finance Manager Smith, Administrative Assistant Helson, Marketing Manager, Tehako and IT Desk Support Tech Brandimarte. They discussed several items, including tonight's meeting agenda, options for the upcoming Budget Workshop, several updates to ongoing projects were also discussed. Personnel matters were also discussed. Their next scheduled meeting is September 15, 2022, at 3pm.

Finance: Report from Treasurer Adams

Treasurer Adams indicated the Finance Committee met August 25, 2022, at 6:00pm. The Committee assessed the budget to actual spending for the month ending July 31, 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 July, the Commission was approximately \$1,000,000 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 September 29, 2022, at 6pm, prior to the monthly Commission meeting.

Strategic Planning Committee: Report from Commissioner Wenczel

Commissioner Wenczel reported that the Committee did not officially meet but did have a conversation about a possible lease with Friendship Circle with Attorney Need.

NEW BUSINESS

A. Consideration to Approve the 2023 Office Closure Schedule

Motion by Commissioner Aronoff second by Commissioner Wenczel to Approve the 2023 West Bloomfield Parks Commission Office Closure Schedule.

**Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0**

B. Consideration to Approve the 2023 WBPRC Meeting Schedule

Motion by Commissioner Wenczel, second by Commissioner Aronoff to Approve the 2023 West Bloomfield Parks Commission Meeting Schedule

**Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0**

C. Consideration to Schedule the 2023 Budget Meeting on October 3, 2022.

Motion by Commissioner Aronoff, second by Commissioner Barash to Approve the WBPRC 2023 Budget Meeting date of October 3, 2022, at 6:00pm.

**Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0**

PUBLIC FORUM - None present

ANNOUNCEMENTS

Chairman Brooks and the Commissioners thanked the students that worked for the summer.

ADJOURNMENT

There being no further business before the Commission the meeting was adjourned at 7:59pm

**Reviewed by,
Vincent Kirkwood**

(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.)