

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

**Wednesday, November 19, 2025  
6:00 PM**

**UNAPPROVED**

**CALL TO ORDER**

The meeting was called to order at 6:00 PM by Chairperson Brooks

**ROLL CALL**

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

Staff Present: Kelly Hyer, Executive Director  
Chris Frey, Parks Superintendent  
Ashley Stokes, Recreation Supervisor  
Stephanie Smith, Finance Manager  
Carrie Manning, Recording Secretary

Absent: None

Public: Jr. Commissioner Rebecca Sullivan

**PLEDGE OF ALLEGIANCE**

Commissioner David Barash remembered the life of Kathy Hagopian, a prominent West Bloomfield business owner, Board member, wife, mother, and friend. Kathy passed away on November 13<sup>th</sup> and will be missed dearly. A moment of silence followed.

**PUBLIC FORUM-** Jr. Commissioner Rebecca Sullivan introduced herself to the Commissioners.

**ITEMS FROM THE TOWNSHIP LIAISON-** No items tonight.

**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 O 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-Regular Commission October 22, 2025
- B) Approval of October Revenue and Expenditure Report
- C) Approval of October Prepaid Expense Report in the amount of \$413,029.24
- D) Approval of Invoice Journal Report (Expenditures by Check) in the amount of \$347,390.37
- E) Approval of the October Credit Card Refund Report totaling \$6,316.00
- F) Receipt of the October Cash Balance
- G) Receipt of Connect Community Bond October Reimbursements (two) from Township Report
- H) Approval of Resolution of Opt-Out model as set forth in Public Act 152 in compliance with the requirements of the Publicly Funded Health Insurance Contributions Act
- I) Receipt of Form 5572 Pension and OPEB FY2024 State of MI Notice of Acceptance
- J) PSP-0022 Connect Community Center Site Plan Review dated September 2, 2025
- K) PSP-0022 Connect Community Center Response to First Review dated October 30, 2025
- L) Receipt of DISH Wireless Tower Cell Site Lease Agreement letter RE: obligations are excused
- M) Receipt of Proposal for the Connect Community Center for the development of an Operations Plan and Budget with Barry Dunn for \$24,940
- N) Receipt of fully executed Design Agreement with Intersect for Change Order #1 for \$20,100
- O) Receipt of 2025 Budget Adjustment #2

**Motion by Commissioner Barash, seconded by Commissioner Aronoff to approve items A through O on the Consent Agenda.**

**Ayes: 7**

**Nays: 0**

**Absent: 0**

**Motion Carried: 7-0**

## STAFF REPORT

Superintendent Frey delivered a brief report on the Parks and Maintenance report. The WB Trail extension project at the Mirror Lake Rd crossing has been completed as one of the 2025 Capital projects. West Bloomfield hosted the yearly Mowdeo professional development event at Drake Sports Park with around 55 guests. The day included a half day of learning and after lunch, another half day of activities including product demos. Some Staff also attended the annual Winter Ops Conference at Shanty Creek. The Drake Sports Park bathroom was completely refurbished from floor to ceiling. Tiles were replaced, painting, and replacement of the stalls were completed, and the bathroom is now better equipped for the changing weather conditions. Commissioner Wenczel and Chair Brooks asked about electric equipment and if it is gaining in popularity within other municipalities. Superintendent Frey commented that others are starting to get involved, but the parts availability and frequent technology upgrades are a challenge but heading in the right direction.

Supervisor Stokes spoke about all the recent activities and events going on with Recreation. The Senior Health showcase had over 324 participants. Ten sponsors and 35 vendor tables helped make the event a success. Trick or Treat Trail was held at Drake Sports Park and was attended by 700 kids. WBPRC also participated in the Trunk or Treat event held at the new Chaldean Community center. This year's hayride program hosted around 400 people over 4 nights with 15 hayrides. Senior activities included trips to Blake's Apple Orchard and a Grand Experience trip on Mackinac Island. Upcoming events include Bowl with Santa

at Wonderland Lanes, Ho Ho Holiday lunch at Connect and the annual Winter Solstice event, held at the RAC with a new live animal interaction this year. Commissioner Mindell commented on how much enjoyment she has been getting in participating, volunteering, and attending some of the WBPRC events. She commended the Staff and youth volunteers on their hard work and how much the residents and participants enjoy themselves.

## **ITEMS FROM THE OFFICERS**

### **A. Items from the Chairperson**

Chairperson Brooks thanked the Commissioners and the members of the Committees for their dedication and participation.

### **B. Items from the Secretary**

Secretary Erich also thanked the Staff for their continued demanding work and long hours on the new Connect Community Center project.

### **C. Items from the Treasurer**

Treasurer Adams wished everyone a Happy Thanksgiving.

## **COMMITTEE REPORTS**

### **Executive: Chairperson Brooks**

Chairperson Brooks stated they met on November 12, 2025. Present were himself, Secretary Erich, Treasurer Adams, Executive Director Hyer, Parks Superintendent Frey, Recreation Supervisor Stokes, Finance Manager Stephanie Smith, HR Manager Forton, and Marketing & Events Manager Tehako. They discussed tonight's meeting agenda, reviewed outstanding personnel and legal items, and grant opportunities. Their next meeting is scheduled for December 3, 2025.

### **Finance: Report from Treasurer Adams**

Treasurer Adams indicated the Finance Committee met Wednesday, October 22, 2025, at 6:00pm. Present were himself, Commissioner Barash, Commissioner Wenczel, Finance Manager Smith, and Executive Director Hyer. The committee reviewed agenda items for tonight's meeting, including reviewing invoices, vouchers, and prepaid expenses for the month. The interest from the investment fund, year to date, stands at \$264,000. The next meeting is scheduled prior to the regular Commission meeting on November 19, 2025, at 6pm, prior to the monthly Commission Meeting.

Sustainability Report- The Committee did not meet this month.

### **2026 WBPRC Budget Presentation**

Executive Director Hyer presented the 2026 WPRC Budget, providing insight into the future projects included in the budget. The Commission held a dedicated Budget Workshop on September 29, 2025, to discuss priorities and refine the proposal. A Public Hearing was then held on October 22, 2025, during the regular Commission meeting, providing an opportunity for community input and formal review. The finalized budget will be presented to the West Bloomfield Township Board on December 15, 2025, for consideration and approval.

**A. Motion by Commissioner Aronoff, seconded by Commissioner Adams to receive and file the three-year West Bloomfield Parks and Recreation Commission budget comparison as presented.**

**Ayes: 7**

**Nays: 0**

**Absent: 0**

**Motion Carried: 7-0**

**B. Motion by Commissioner Aronoff, seconded by Commissioner Adams to approve the 2026 West Bloomfield Parks and Recreation Commission General Appropriations Act as presented.**

**Ayes: 7**

**Nays: 0**

**Absent: 0**

**Motion Carried: 7-0**

Following the vote, Chair Brooks and Secretary Erich signed the General Appropriations Act Resolution.

## **NEW BUSINESS**

**A. Information only. Connect Community Center budget presentation.**

Executive Director Hyer led a detailed discussion with the Commission through the budget for the Connect Community Center Project. She went through the budget checkpoints that had been set, the updated cost estimate, where the project stood, and the progress made since the approval of the \$25M bond approved in August 2024. Building design and site elements were physically available at the meeting for the Commission to review. Value opportunities were presented to the Commission for consideration and Executive Director Hyer outlined the upcoming checkpoints and bid release schedule. She also laid out the plans for Staff and the Meals on Wheels program during construction. WB Fire and Police will be utilizing the empty RAC building for training prior to demolition. Commission discussion included stormwater management, items that could be phased in after construction is completed, and energy conservation innovations. Executive Director Hyer provided details of recent Staff and Contractor visits to recently completed centers and what has been learned from the visits, including a focus on quality and longevity in determining building materials and interior flooring and wall design from the beginning.

**B. Consideration for Approval of nature center exhibit design and installation services for the Connect Community Center Bond Project to Pondering Waters in the amount of \$93,662.88.**

After discussion, it was decided that the motion would be amended to include the 5% contingency included in the budget, updating the amount to \$98,346.02.

**Motion by Commissioner Wenczel, seconded by Commissioner Barash to approve design, exhibits and installation services for the Connect Community Center Bond Project to Pondering Waters in the amount of \$98,346.02 for the turtle pond, beaver den, and trees for the nature exhibit components.**

**Ayes: 7**

**Nays: 0**

**Absent: 0**

**Motion Carried: 7-0**

**C. Consideration for Approval of landscape architect design services change order #1 for the Connect Community Center Bond Project to GMA in the amount of \$37,500.**

**Motion by Commissioner Aronoff, seconded by Commissioner Wenczel to approve change order #1 for the landscape architect design services for the Connect Community Center Bond Project to GMA in the amount of \$37,500 for additional hours needed to develop the mitigation design plan that was not included in the original scope of work.**

**Ayes: 7**

**Nays: 0**

**Absent: 0**

**Motion Carried: 7-0**

**PUBLIC FORUM- None**

**ANNOUNCEMENTS**

Commissioner Aronoff wished everyone a Happy Thanksgiving and congratulated Marketing and Events Manager Meagan Tehako on the recent birth of her second child.

**ADJOURNMENT**

There being no further business before the Commission, the meeting was unanimously adjourned at 7:46PM.

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.)