

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, June 11, 2013**

I. CALL TO ORDER

The June 11, 2013 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 6:35 p.m. by Chairperson Vallad at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present

Diane Baker
Roger Bower
Elena Danishevskaya
Dennis Omell
Angela Spicer
Jean Vallad

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

Commissioners Absent

Lisa Christensen with notification

IV. AGENDA REVISIONS AND APPROVAL

Add "May Budget Printouts" as item "E" under Consent Agenda.

Chairperson Vallad moved to accept the agenda as revised. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

V. PUBLIC COMMENT

NONE

VI. CONSENT AGENDA

- A. Approval of Regular Meeting Minutes –May 14, 2013 with Additional Disbursements of \$8,688.46 for the Parks & Recreation Fund
- B. Receipt of Activities Report for May
- C. Receipt of Building Custodian/Program Attendant Job Description
- D. Approval of 2013 Fall & Winter 7 2014 Spring and Summer Brochure Bid

Receipt of Communications

1.

Chairperson Vallad moved to accept the consent agenda as presented. Chairperson Vallad was supported by Commissioner Bower. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. Discussion of the 2014 River Run Preserve Budget First Draft

Director Tucker went over the proposed 2014 Stewardship (River Run Preserve) Budget. Included in the budget there is \$5,000.00 for the beginning of a trail.

Commissioner OMell asked Director Tucker what was involved in maintaining a trail.

Director Tucker stated that the trail would be a mulch trail. Maintenance of the trail would include maintaining the mulch and litter pick up.

Chairperson Vallad moved to accept the first draft of the Stewardship (River Run Preserve) Budget as presented dated June 11, 2013 with both revenue and expenditures totaling \$15,628.00. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

Further Discussion:

Commissioner Baker wanted to know how long the trail would be for that amount of money.

Director Tucker stated that it would all depend on the terrain and site conditions.

B. Discussion of the 2014 Natural Areas Endowment Fund Budget First Draft

Director Tucker went over the proposed 2014 Natural Area Endowment Fund Budget.

Director Tucker and Chairperson Vallad explained to the rest of the Commission how the Department obtained these funds and how they can be used.

Director Tucker stated that Natural Areas Endowment Fund Budget will look different than the actual grant proposal budget and the reason for that is that on the grant budget the form had to be filled out so that the certain percentage of matching funds was met.

Commissioner Spicer moved to accept the first draft of the Natural Areas Endowment Fund Budget as presented dated June 11, 2013 with both revenue and expenditures totaling \$ 160,000.00. Commissioner Spicer was supported by Chairperson Vallad. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

C. Discussion of the 2014 Parks and Recreation Fund Budget First Draft

The Park Commission went over the first draft of the Parks Fund Budget.

After a lengthy discussion in which several projects and items were discussed, it was decided that the 2014 Parks and Recreation Fund Budget would be added to the Special Workshop Meeting agenda.

D. Potential Special Workshop Meeting- Chairperson Vallad

Chairperson Vallad moved to have the Special Workshop Meeting on June 18, 2013 at 6:30 pm. The location is to be determined. Chairperson Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

E. 2013 Park Commission Officers

The Park Commission had originally elected the 2013 Park Commission Officers in December of 2012 but at that time had stated that they would revisit this topic in June once the new Commissioners had been on the Commission for a while.

Commissioner Bower stated that looking forward to everything that is coming up changing officers right now would not be a good idea. In his opinion, the four new Commissioners still do not have enough experience to take over the officer's position.

Chairperson Vallad stated that the Chairperson position does perform many more tasks than she had originally stated at the May meeting and it is because those duties are second nature to her. It does help to have an individual that has some knowledge of the Commission's history in the Chairperson position.

The Park Commission decided that they would maintain the current officers and per the policy manual the Officers for 2014 will be addressed in December of 2013.

IX. TREASURER'S REPORT

A. Bills List

Commissioner Baker moved to approve payment of the bills as follows: Parks and Recreation at \$ 17,716.26 and Trust and Agency at \$ 1,325.00. Commissioner Baker was supported by Commissioner Danishevskaya. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

X. COMMITTEE REPORTS

A. SBP House Committee

None

B. Trails Committee

Director Tucker stated that she sent out an e-mail to schedule a second meeting of the Trails Committee and the only person to respond was Commissioner Bower. Director Tucker stated that she is working on a map so when the committee meets they can go and walk the area for the trail.

XI. PUBLIC COMMENT

None

XII. COMMISSIONER COMMENT

The Park Commission wanted to let Chairperson Vallad know that they think that she is doing a good job. In addition, they wanted to let the staff know that they think they too are doing a good job.

Commissioner Baker stated that she was happy to hear that the new copy machine is working out well.

Chairperson Vallad stated that she would like to see the Commission start getting their packets in electronic form, while still providing the paper copies to those that want and need them.

XIII. ADJOURNMENT

Commissioner Bower moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 9:25 pm. Commissioner Bower was supported by Commissioner Omell. Vote on the motion: Yes: Baker, Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Christensen. The motion carried by a 6-0 vote.

Jennifer Tucker, Director of Parks & Recreation

Jean Vallad, Chairperson of Park Commission