

**Springfield Township  
Parks & Recreation Commission Special Meeting  
Tuesday, June 18, 2013**

**I. CALL TO ORDER**

The June 18, 2013 Special 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 (left at 7:15pm)  
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. PUBLIC COMMENT**

NONE

**V. OLD BUSINESS**

**A. 2013/2014 Park Fund Budgets**

The Park Commission examined the budget and began discussing which capital outlay items they would like to see in the budget. The Commission examined their four year plan, the Master Plan and budget priority lists from staff.

After a lengthy discussion the Commission decided that the Capital Outlay items that should be included in the budget are a dump trailer at \$10,000, utility vehicle \$13,000 and wireless headsets for the phones in the office \$1,350.

It was decided that the Park Commission would seek a General Fund Contribution from the Township Board to cover the Capital Outlay items. The rest of the budget will be balanced using Prior Year Funds.

**Chairperson Vallad moved to adopt the 2014 Parks and Recreation Fund Budget with a revenue and expenditure of \$ 611,949.00. Chairperson Vallad was supported by Commissioner Spicer. Vote on the motion: Yes: Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Baker and Christensen. The motion carried by a 5-0 vote.**

**B. Staffing Needs**

The Park Commission discussed the realignment of the staff that had been voted on at the May 2013 Park Commission meeting. At this time the Park Commission would like to see all the positions remain in the 2014 budget year.

Director Tucker brought to the attention of the Park Commission that in her opinion it would be helpful to have a part-time Stewardship Supervisor position. This position would be responsible for the ordering of the supplies, maintaining all the necessary logs, and supervising the stewardship staff. She stated that she knows that this position is not in the 2014 budget but it is something that should be considered for future years, especially with all the stewardship projects that the Department performs.

**VI. NEW BUSINESS**

**A. Master Plan Goals and Objectives**

Chairperson Vallad asked the Commissioners if anyone had any questions regarding the Master Plan.

Chairperson Vallad stated that the past Park Commission had set the goals and objectives when they began the master plan process. Chairperson Vallad wanted to just clarify that it is just a plan and things can change as situations change.

The new Commissioners stated that they understood the Master Plan.

**B. 2014 Millage**

Chairperson Vallad described the millage process for the new Commissioners. The Township Board will actually set the rate and approve the verbiage that will appear on the ballot. The millage that the Department currently has was approved for four years at .75 mills. In 2014 the Department millage will be on the ballot for a renewal.

**C. Other Items as Unanimously Agreed Upon**

None

**VII. PUBLIC COMMENT**

None

**VIII. ADJOURNMENT**

**Commissioner Bower moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:50 pm. Commissioner Bower was supported by Commissioner Danishevskaya. Vote on the motion: Yes: Bower, Danishevskaya, Omell, Spicer and Vallad; No: None; Absent: Baker and Christensen. The motion carried by a 5-0 vote.**

---

Jennifer Tucker, Director of Parks & Recreation

---

Jean Vallad, Chairperson of Park Commission