

**Springfield Township
Parks & Recreation Commission Regular Meeting
Tuesday, November 12, 2008**

I. CALL TO ORDER

The November 12, 2008 Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:10 p.m. by Chairperson Parke at the Springfield Township Civic Center, 12000 Davisburg Road, Davisburg, Michigan 48350.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Commissioners Present

Ron Hudson (arrived at 7:18 pm)
Kelly Hyer
Dot LaLone
Rich Parke
Annette Zemon-Parker (arrived at 7:12 pm)
Jean Vallad

Staff Present

Sarah Richmond
Jennifer Tucker

Others Present

Justin Brown
Justin Carter
Max Miller
Olivia Polomski
Mike Trout, Supervisor Elect
Thomas Walsh

Commissioners Absent

Diane Baker without notification

IV. AGENDA REVISIONS AND APPROVAL

Add "October Budget Printouts" as item "K" under Consent.

Commissioner Vallad moved to accept the agenda as revised. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Hyer, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Baker and Hudson. The motion carried by a 5-0 vote.

V. PUBLIC COMMENT

Mike Trout, Township Supervisor Elect, wanted to thank Commissioner Hyer and Hudson for their last four years of service. In addition Mr. Trout thanked the rest of the Park Commission for their service and is very appreciative of the work that the Commission is doing and looking forward to working with them.

VI. CONSENT AGENDA

A. Approval of Regular Meeting Minutes-October 14, 2008 with Additional Disbursements of \$5,169.72 for Parks & Recreation Fund.

- B. Receipt of Parks & Recreation Activities Report for October
- C. Receipt of Financial Summaries
- D. Receipt of Approved Township Board Meeting Minutes for August 14, 2008, September 3, 2008 and September 11, 2008
- E. Receipt of Tentative November Calendar of Events
- F. Receipt of September Budget Printouts
- G. Receipt of Memo to township Board re: Questions and Concerns Pertaining to Budget Amendment dated August 12, 2008
- H. Receipt of Letter to Township Board dated October 27, 2008 re: Requesting 2009 CDBGG Funds
- I. Receipt of Oakland County Briefs from the Detroit News
- J. Receipt of Township Board Agenda for November 13, 2008

Receipt of Communication

1.

Commissioner Hyer moved to accept the agenda with corrections to the meeting minutes and the addition of the October budget printouts. Commissioner Hyer was supported by Commissioner LaLone. Vote on the motion: Yes: Hyer, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Baker and Hudson. The motion carried by a 5-0 vote.

VII. OLD BUSINESS

A. Additional Fencing for the Shiawassee Basin Preserve

Chairperson Parke stated that he had had a chance to discuss the pending budget amendment for the original fencing project with Township Supervisor Walls and Supervisor Elect Mike Trout. Chairperson Parke stated that Supervisor Walls' concern with the budget amendment dated August 12, 2008 was that the contracts had been awarded under certain budget items without (budget amendment) approval of the Park Commission and the Township Board. Chairperson Parke stated that he expressed his understanding to Supervisor Walls that he thought that there was an understanding between the two boards that on items such as this project which is known by the Township Board to be a priority project and the vote was unanimous among the Park Commission to move funds from one cost center to another, that there would not be an issue with it among the Township Board. Supervisor Walls explained that the auditors may take issue and he expects better documentation in the submission of the budget amendment. Chairperson Parke expressed his views that the budget numbers stood for themselves.

Chairperson Parke stated that with the new Township Board coming in, it will be a good chance for things to get clarified as to what the process/procedures should be for things such as budget amendments.

The original contract for the fencing was for 5,000 feet and that was completed for just over \$20,000.00. The Commission discussed the fact that there were several areas that were labeled as "high priority" for additional fencing that still needed to be completed.

The Commission discussed Director Tucker's memo that provided a detailed list of the remaining "priority" areas and how many feet of fencing still needed to be completed and the associated cost with each area.

Chairperson Parke stated that he felt areas west of Eaton Road were of high concern and also the east part of Shiawassee Basin Preserve.

Commissioner LaLone stated that her concern was the area by Clemae Road where individuals riding snowmobiles are entering Shiawassee Basin Preserve and riding across the athletic fields.

Director Tucker stated that the funds in the Seasonal Maintenance line item would cover three of the four priority areas listed in the memo.

Commissioner Vallad moved to formulate a budget amendment moving \$ 18,463.00 from the Seasonal Maintenance line item to the Capital Outlay "SBP" line item and to have it approved by the Township Board at their November 13, 2008. The contract is to be awarded to Nationwide Construction contingent upon approval of the budget amendment by the Township Board. In addition, Director Tucker should talk to the contractor about holding the quoted price beyond twenty days. Also, the Commission directs Director Tucker to make the request to add the budget amendment to the Township Board's regular November meeting. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Hudson, Hyer, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

VIII. NEW BUSINESS

None

IX. TREASURER'S REPORT

A. Bills List

Commissioner Vallad moved to approve payment of the bills as follows: Parks and Recreation at \$ 18,651.21 and Trust and Agency at \$ 150.00. Commissioner Vallad was supported by Commissioner Hudson. Vote on the motion: Yes: Hudson, Hyer, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

B. Budget Amendment

Expenditure:

Decrease "Maintenance Personnel" Cost Center by \$ 18,463.00

(Decrease "Seasonal Maintenance" line item # 211-760-704 by \$ 18,463.00)

[New "Seasonal Maintenance" line item total: \$ 13,837.00]

(Previous line item total: \$ 32,300.00)

New "Maintenance Personnel" Cost Center Total: \$ 104,745.00

(Previous "Maintenance Personnel" Cost Center total: \$123,208.00)

Increase "Capital Outlay" Cost Center by \$ 18,463.00

(Increase "SBP" line item # 211-795-976 by \$ 18,463.00)

[New "SBP" line item total: \$ 48,628.00]

(Previous "SBP" line item total: \$ 30,165.00)

New "Capital Outlay" Cost Center Total:

\$ 48,628.00

(Previous "Capital Outlay" Cost Center total: \$ 30,165.00)

New Expenditure Total: \$ 601,889.00

(Previous Expenditure Total: \$ 601,889.00)

Commissioner Vallad moved to accept the budget amendment as presented. Commissioner Vallad was supported by Commissioner Hudson. Vote on the motion: Yes: Hudson, Hyer, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

X. COMMITTEE REPORTS

A. Policies and Procedure Committee

None

B. Shiawassee Basin Preserve Rental Properties Committee

Director Tucker stated that the committee is still investigating options to convert the small rental house property per an agreement with the Michigan Department of Natural Resources.

C. Non-Profit Community Group Committee- Davisburg Rotary's Request to Increase Volunteer Hourly Rate

The Park Commission discussed the letter from Mike Wise of Davisburg Rotary Club requesting that the volunteer hourly rate be increased from the current \$10.00 an hour to \$15.00 an hour. This hourly rate is used when a non-profit group does in-kind service in lieu of paying for their rental of the Hart Community Center.

The Commission stated that at this time they would not be increasing the hourly volunteer rate due to the fact that at the August 12, 2008 Park Commission meeting a motion was made to keep the current non-profit rental rate the same for 2009. One of the reasons for the Commission's decision are with giving non-profit groups the opportunity to perform in-kind service in lieu of rent the intent is to be able to give back to the community in either service to the patrons or improvement done within the Township facilities. If the volunteer rate is increased, the community would receive fewer services and improvements while the cost for the operation of the Hart Community Center continues to rise due to increasing utility costs.

The Commission would be willing to discuss this matter again once the non-profit rental rate is increased.

The Commission is very appreciative of Rotary's hard work and all the time that they volunteer in the community.

XI. PUBLIC COMMENT

None

XII. COMMISSIONER COMMENT

Commission Zemon-Parker expressed that it had been a pleasure serving with Commissioner Hudson and Hyer.

Commissioner LaLone thanked Commissioner Hudson and Hyer for their service. She also stated that the Headwater Trails committee had just received a new \$ 10,000.00 grant.

Commissioner Vallad thanked Commissioner Hudson and Hyer for their service.

Chairperson Parke presented certificates of appreciation to both Commissioner Hudson and Hyer for their service on the Park Commission these past four years. Chairperson Parke thanked them again for their service and stated that they would be missed.

Commissioner Hyer stated that she had really enjoyed her time as a Park Commissioner. Commissioner Hyer stated that she would now be able to be more active in the Friends of the Park group.

Commissioner Hudson stated that he had appreciated his time on the Commission and working with everyone.

XIII. ADJOURNMENT

Commissioner Hudson moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:45 pm. Commissioner Hudson was supported by Commissioner Hyer. Vote on the motion: Yes: Hudson, Hyer, LaLone, Parke, Zemon-Parker and Vallad; No: None; Absent: Baker. The motion carried by a 6-0 vote.

Jennifer Tucker, Director of Parks & Recreation

Rich Parke, Chairperson of Park Commission