

**Springfield Township  
Parks & Recreation Commission Regular Meeting  
Tuesday, January 8, 2008**

**I. CALL TO ORDER**

The January 8, 2008, Regular Meeting of the Springfield Township Parks and Recreation Commission was called to order at 7:11 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**

Diane Baker  
Ron Hudson  
Kelly Hyer (arrived at 7:17 pm)  
Dot LaLone  
Rich Parke  
Annette Zemon-Parker  
Jean Vallad

**Staff Present**

Sarah Richmond  
Jennifer Tucker

**Others Present**

**Commissioners Absent**

**IV. AGENDA REVISIONS AND APPROVAL**

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

**V. PUBLIC COMMENT**

None

**VI. CONSENT AGENDA**

- A. Approval of Regular Meeting Minutes-December 11, 2007 with Additional Disbursements of \$ 2,892.86 for Parks & Recreation Fund.
- B. Receipt of Parks & Recreation Activities Report for December
- C. Receipt of Financial Summaries
- D. Receipt of Approved Township Board Meeting Minutes for November 8, 2007
- E. Receipt of Tentative January Calendar of Events
- F. Receipt of Young At Heart Active Adults January Newsletter
- G. Approval of Request to Use the Hart Community Center on December 24, 2008
- H. Receipt of Memo to Township Board dated December 12, 2007 re: Parks and Recreation Budget Amendment Dated December 5, 2007

I. Receipt of 2008 Charter Township of Springfield Board Meeting Dates

J. Approval of 2008 Park Commission Meeting Dates

Receipt of Communication

1.

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

**VII. OLD BUSINESS**

**VIII. NEW BUSINESS**

**A. Rescheduling of November 2008 Park Commission Meeting Date**

Director Tucker stated that the reason the originally approved November meeting date would not work is because it falls on Election Day and both the upstairs and lower level conference rooms are not available. Director Tucker stated that if the Commission still wanted to meet that day it may be possible to meet in the library.

The Commissioners decided that November 4, 2008 would not be a good day to meet and instead would like to meet on November 12, 2008 in the lower level conference room.

**Commissioner Vallad moved that the Park Commission hold the November meeting on Wednesday, November 12, 2008 in the lower level conference room. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

**B. 2008 Wages and Salaries**

Director Tucker stated that the Township Board at their December 13, 2007 meeting approved giving the township employees a three percent raise for 2008. The Parks and Recreation Fund Budget currently has a two percent raise budgeted for all full-time and year round part-time staff. If the Park Commission should decide to give a three percent raise a budget amendment would be necessary.

Chairperson Parke stated that the Park Fund Budget did have only a two percent increase budgeted, however the Park Commission had committed to the Township Board that the Park Commission would follow suit on matters such as this. In addition, Director Tucker has undertaken the task to find the additional one percent that would be needed to give the full three percent increase if the Park Commission should decide to go that way.

Commissioner Vallad wondered if the Commission would be willing to give a two percent raise now and readdress the issue in July and perhaps than give the other one percent.

Other Park Commissioners did not feel that would be a good idea.

Commissioner Vallad asked how much each cost center would need in order to cover the additional one percent increase.

Director Tucker stated the Administrative Personnel Cost Center would require \$ 1,525.00, the Maintenance Personnel Cost Center would require \$ 744.00 and the Senior Citizen Program Cost Center would require \$ 31.00.

Commissioner Vallad inquired if the other Park Commissioners would be willing to decrease their per meeting pay.

Commissioner Baker was concerned about how it would look to the public that we only have a two percent raise budgeted but the Commission ended up giving a three percent raise and had to find the additional funds. She feels this way especially considering the financial times that the state is in.

Several Commissioners expressed that they would rather do the entire three percent now and take a pay cut in their per meeting rate to cover the additional one percent increase.

**Commissioner Vallad moved that the Park Commissioners take a decrease from \$ 45.00 per meeting to \$ 35.00 per meeting, which amounts to a twenty-two percent decrease. This decrease will begin January 8, 2008 for the entire 2008 calendar year. Commissioner Vallad was supported by Commissioner Hyer. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

**Commissioner Vallad moved that consistent with the Township Board's motion on December 13, 2007 the Park Commission award the Parks and Recreation staff a three percent wage and salary increase to all full-time and year round part-time employees. The increase is effective as of January 1, 2008. Commissioner Vallad was supported by Commissioner Hudson. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

**Commissioner Vallad moved to add "Budget Amendment" as item "B" under the Treasurer's Report. Commissioner Vallad was supported by Commissioner LaLone. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

## **IX. TREASURER'S REPORT**

### **A. Bills List**

**Commissioner Vallad moved to approve payment of the bills as follows: Parks and Recreation at \$ 18,769.61 and Trust and Agency at \$ 300.00. Commissioner Vallad was supported by Commissioner Baker. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

### **B. Budget Amendment**

**Expenditure:**

**Decrease "Commission Personnel" Cost Center by \$ 2,300.00**

(Decrease "Commissions" line item # 211-750-702.000 by \$ 2,060.00)

[New "Commissions" line item total: \$ 2,940.00]

(Previous line item total: \$5,000.00)

(Decrease "Recording Secretary -Contractual" line item # 211-750-801 by \$ 240.00)

[New "Recording Secretary-Contractual" line item total: \$ 1,760.00]

(Previous "Recording Secretary-Contractual" line item total: \$ 2,000.00)

**New "Commission Personnel" Cost Center Total: \$ 5,490.00**

(Previous "Commission Personnel" Cost Center: \$ 7,790.00)

**Increase "Administration Personnel Cost Center by: \$ 1,525.00**

(Increase "Contingency" line item # 211-759-980 by \$ 1,525.00)

[New "Contingency" line item total: \$4,230.00]

(Previous "Contingency" line item total: \$ 2,705.00)

**New "Administration Personnel" Cost Center Total: \$ 191,690.00**

(Previous "Administration Personnel" Cost Center total: \$ 190,165.00)

**Increase "Maintenance Personnel" Cost Center by: \$ 744.00**

(Increase "Contingency" line item # 211-760-980 by \$ 744.00)

[New "Contingency" line item total: \$ 2,681.00]

(Previous "Contingency" line item total: \$ 1,937.00)

**New "Maintenance Personnel" Cost Center Total: \$ 123,208.00**

(Previous "Maintenance Personnel" Cost Center total: \$ 122,464.00)

**Increase "Senior Citizen Program" Cost Center by: \$ 31.00**

(Increase "Contingency" line item # 211-764-980 by \$ 31.00)

[New "Contingency" line item total: \$ 89.00]

(Previous "Contingency" line item total: \$ 58.00)

**New "Senior Citizen Program" Cost Center Total: \$ 11,194.00**

(Previous "Senior Citizen Program" Cost Center total: \$ 11,163.00)

**New Expenditure Total: \$ 601,889.00**

(Previous Expenditure Total: \$ 601,889.00)

**Commissioner Vallad moved to accept the budget amendment dated January 8, 2008 as presented. Commissioner Vallad was supported by Commissioner Hudson. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

## **X. COMMITTEE REPORTS**

### **A. Policies and Procedure Committee**

Director Tucker stated that she had been contacted by Supervisor Walls who would like to meet with Cathy Forst, Director of the Library, and herself to look at the three different handbooks and see if there were any areas that could potentially be streamlined.

**B. Shiawassee Basin Preserve Rental Properties Committee**

None

**C. Non-Profit Community Group Committee**

None

**E. Clarkston Leadership Steering Committee**

None

**XI. PUBLIC COMMENT**

None

**XII. COMMISSIONER COMMENT**

Commissioner LaLone stated that two hunters had spoken with her after the hunting season and wanted to know where all the rabbits have gone out in the field where the herbicide and planting took place. Also she wanted it noted that there is a major run off going toward the railroad tracks because there is no vegetation to hold it in place. She suggested maybe putting signage back in that area to let people know that they need to be careful and the area could be dangerous because of the run off.

Director Tucker stated that the planting will actually help bring back the rabbits and other animals because it will provide them a habitat.

Commissioner Vallad stated that she would be sending an e-mail to the Township Board members regarding the condition of the Civic Center parking lot on Saturday, December 29, 2007.

**XIII. ADJOURNMENT**

**Commissioner LaLone moved to adjourn the Regular Meeting of the Springfield Township Parks and Recreation at 8:38 pm. Commissioner LaLone was supported by Commissioner Zemon-Parker. Vote on the motion: Yes: Baker, Hudson, Hyer, LaLone, Parke, Zemon-Parker, and Vallad; No: None; Absent: None. The motion carried by a 7-0 vote.**

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Jennifer Tucker, Director of Parks & Recreation

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Rich Parke, Chairperson of Park Commission