



## Recreational Authority of Roseville & Eastpointe Board Meeting Minutes

City Manager's Conference Room – Roseville City Hall

29777 Gratiot Ave., Roseville, MI 48066

3:30 pm – February 13, 2019

### Meeting called to order 3:33 p.m.

#### A. Roll Call

- a. Mr. Frontera, Mr. Hogan, Mr. Switalski, Mr. Merucci and Mr. Adkins are all present.

#### B. Approval of Minutes for meeting on January 9, 2019

- a. Motion to approve the November minutes was made by Mr. Merucci with two minor changes, supported by Mr. Hogan. Changes are to amend to wordage for the Request from Life Skills Center to waive rental fees to use a room at the Recreation Authority Center to say Motion failed as presented and to correct Karen Mouradjian's spelling of last name. All approved, none opposed. Motion passed.

#### C. Approval of Disbursements and Budget Report

- a. Motion to approve the Disbursements was made by Mr. Merucci and supported by Mr. Switalski. Motion to approve the Budget Report was made by Mr. Merucci and supported by Mr. Switalski. All approved, none opposed. Motion passed.

#### D. Communication

- a. Mr. Lipinski had provided in the packet an information sheet from the Michigan Humanities Council and a letter from the Senior Office.

#### E. Old Business

- a. **Request from Life Skills Center to waive rental fees to use a room at the Recreation Authority Center.**
  - i. Mr. Lipinski spoke with April Mauro in regards to charging a \$10 fee per hour (or \$30 per date) for the room rather than having a free rental as discussed prior. April was not opposed to the proposed rate. The rate proposed is fairly close to the non-profit rate that the Recreational Authority has. Mr. Lipinski also discussed having the group doing a community service project such as weeding or planting flowers out front of the Recreational Authority Building. A motion to approve the \$10 per hour or \$30 per date was made by Mr. Switalski and supported by Mr. Frontera. All approved, none opposed. Motion passed.
- b. **Discussion on policy/procedure and limits for Hearing of Public at meetings.**
  - i. Provided in the packet is an amended policy for a public hearing. It consists of having two hearings, one at the beginning for agenda items only and a second hearing on any comments. Motion to approve the amended policy for Hearing of Public was made by Mr. Switalski and supported by Mr. Hogan. All approved, none opposed. Motion passed.

#### F. New Business

- a. **Request approval for the re-appointment of Mr. Dan Hogan as and Eastpointe Appointee on the Recreation Authority Board for a three-year term**
  - i. Mr. Lipinski contacted Mayor Pixley to verify board terms and verify recommendation to still have Mr. Dan Hogan appointed on the board. Mr. Adkins questioned the board meeting terms and changing Mr. Hogan's term ending to January 1, 2022. Mr. Merucci commented that Mr. Hogan and himself are off cycle, they were appointed in August 1, 2017 for 3 years. Mr. Merucci would like to talk with Eastpointe City Council to have Mr. Hogan reappointed to coincide with the R.A.R.E. Board terms.
- b. **Election of Officers for the Recreational Authority Board**
  - i. Chairperson – Scott Adkins
  - ii. Vice Chairperson – Charles Frontera
  - iii. Mr. Switalski motioned to keep the currant Chairperson and Vice Chairperson the same as it is right now; as Mr. Scott Adkins as Chairperson and Mr. Charles Frontera as Vice Chairperson; supported by Mr. Merucci. Mr. Adkins and Mr. Frontera agreed to fill the roles as presented. All approved, none opposed. Motion passed.

- c. **Discussion and approval request of 2018-19 Recreational Authority of Roseville & Eastpointe mid-year Budget Adjustments**
  - i. Motion to approve 2018-19 Recreational Authority of Roseville & Eastpointe mid-year Budget Adjustments was made by Mr. Merucci and supported by Mr. Hogan. All approved, none opposed. Motion passed.
- d. **Discussion on procedure for adopting a 5 Year Recreation Master Plan for the Recreational Authority of Roseville & Eastpointe.**
  - i. The Recreational Authority does have a Master Plan draft from about four or five years ago. Mr. Lipinski stated that we would be able submit a joint plan, whereas before were told each entity would have to have their own plan. A Consultant should be worked with to make sure everything is in place, along with having the City of Eastpointe, City of Roseville and the Recreational Authority contributing to the development of the Master Plan. Essentially having a Master Plan in place by this time next year with the DNR and the State. Mr. Lipinski suggests having a public hearing at the City of Eastpointe Council, City of Roseville Council and the R.A.R.E. Board Meetings to take in public comments and suggestions. Years ago, the Roseville Parks & Recreation had put up site plans of all the parks and residents would come in and write down a suggestion that had for each individual park. Mr. Adkins commented that he believes this is the right approach to go in together. Mr. Merucci found a plan that was adopted in 2014, looked it over and believes we need a consultant and to start working on a new Master Plan as soon as possible.

**G. Hearing of the Public**

- a. No public present at meeting

**H. Discussion by Director**

- a. January 23<sup>rd</sup> was a grant review session and got a lot of good information on preparing a Master Plan. The Recreational Authority has had to cancel quite a few programs due to school closing. Current policy is when Roseville and Eastpointe Schools are closed the Recreational Authority is closed for programs. This policy is going to be reviewed during the Recreational Authority Staff meeting. Had a minor miscommunication with the Operations Coordinator of Eastpointe Community Schools with building usage, a meeting was requested and got everything clarified and things are running smoothly. Randy Altimus has contacted the Recreational Authority in regards to conducting the Concerts in the Plaza this year. We will be helping with booking some concerts for this year and beginning in 2020 we are looking at booking concerts in the park in conjunction with the Walk Michigan event. Mr. Lipinski met with representatives from Michigan Lighting Systems in regards to updating our lighting to LED in the Recreational Authority. The upfront cost would be around \$11,000 and rebates would be around \$2,500 and payback would be less than two years. This past weekend was the Recreational Authority's overnight family fun trip to Kalahari, it was sold out in about two weeks, and was very successful. The Senior Center has been very busy with the taxes and tax appointments, our appointments are full and 220 spots have filled. Our Spring/Summer Newsletter is out in the mail. Mr. Sowinski was contacted mainly in regards to the Senior Office and the main Conference Room. Mr. Sowinski is due to be at the March Board meeting.

**I. Discussion by Board Members**

- a. **Mr. Switalski** – nothing at this time
- b. **Mr. Frontera** – nothing at this time
- c. **Mr. Hogan** – nothing at this time
- d. **Mr. Merucci** – Questioned the Snow Day policy and staffing on snow days. Mr. Lipinski responded that the staff is still in the building but schedules may be adjusted. Mr. Merucci commented on the packet being online and asked about the disbursements and budget report not being included. Mr. Merucci asked to include the January packet online. Questioned the fitness room and time limits, if those could be extended.
- e. **Mr. Adkins** – Commented on the closings due to weather, the City of Roseville reduced hours for City Hall. The Parks & Rec Board will be meeting March 11<sup>th</sup> to talk about planning.

**Meeting adjourned – 4:22 p.m.**