



Recreation Authority of Roseville & Eastpointe Board Meeting Minutes

Conference Room - Recreation Authority Center

18185 Sycamore, Roseville, MI 48066

November 8, 2023

Meeting called to order 4:03pm

A. Roll Call

- a. Mr. Klinefelt Mr. Switalski, Mr. Walters and Mr. Merucci are present. Mr. McCain is absent.

B. Approval of Minutes

a. **Regular Meeting October 11, 2023**

- i. Motion to approve the October Regular Meeting minutes was made by Mr. Switalski, supported by Mr. Klinefelt. All approved, none opposed. Motion passed.

C. Approval of Disbursements and Budget Report

a. **Disbursement #4**

- i. Motion to approve disbursement #4 was made by Mr. Switalski, supported by Mr. Klinefelt. All approved, none opposed. Motion passed.

b. **Revenue/Expense Report**

- i. Motion to approve the revenue/expense report was made by Mr. Walters, supported by Mr. Switalski. All approved, none opposed. Motion passed.

D. Hearing of the Public – agenda items only

- a. No public attendance.

E. Communications

- a. Mr. Lipinski shared letters from Michigan Works regarding the program the Recreation Authority participated in for Summer staff.

F. Old Business

G. New Business

a. **Presentation of Audit Report by representative from Plante & Moran, PLLC.**

- i. A representative from Plante & Moran, PLLC shared their findings during the audit. Focus was on page 18, the financial statements. The final report will be finalized to receive and file at the December Regular Meeting. Mr. McCain questioned whether the Recreation Authority should have a custodial risk policy, and if more details can be shared on the IFT projects.

b. **Request approval of the Michigan Spark Grant Project Agreement for funding in exchange for completion of the Recreation Authority Park Development Project as indicated in Grant #ARPA-0392**

- i. A motion to approve the Michigan Spark Grant Project Agreement for funding in exchange for completion of the Recreation Authority Park Development Project as indicated in Grant #ARPA-0392 was made by Mr. Switalski, supported by Mr. Walters. All approved, none opposed. Motion passed.

c. **Request approval of Resolution to complete Spark Grant Project #ARPA-0392 appropriating \$698,300.00 in funding from the Michigan Department of Natural Resources, while providing a match of \$175,000.00 to complete the project.**

- i. A motion to approve the Resolution to complete Spark Grant Project #ARPA-0392 appropriating \$698,300.00 in funding from the Michigan Department of Natural Resources, while providing a match of \$175,000.00 to complete the project was made by Mr. Switalski, supported by Mr. Klinefelt. All approved, none opposed. Motion passed.

d. **Request approval to assign Anderson, Eckstein & Westrick, Inc. as the Prime Professional for Spark Grant Project #ARPA-0392, Recreation Authority Park Development Project.**

- i. A motion to approve the assignment of Anderson, Eckstein & Westrick, Inc. as the Prime Professional for Spark Grant Project #ARPA-0392, Recreation Authority Park Development Project was made by Klinefelt, supported by Mr. Switalski. All approved, none opposed. Motion passed.

e. Request approval of Joint Recreation Master Plan RFP.

- i. A motion to approve the Joint Recreation Master Plan RFP with amendments was made by Mr. Switalski, supported by Mr. Klinefelt. Mr. McCain's suggestions:
 - Pg. 2, Required Meetings and Presentations; To ensure the requisite inventories are up-to-date and the new plan supports other initiatives, the successful respondent will need to interact with the Recreation Authority, each city's Department of Public Services, *Economic & Community Development*, planning staff and *Park Commissions for each city*.
 - Pg. 4, Section 2. C.; Provide a past master plan sample digitally for review.Interview date: December 13, 2023 at 5:00pm
Selection Meeting: December 20, 2023 at 4:00pm
All approved, none opposed motion passed.

H. Hearing of the Public

- a. No public attendance.

I. Discussion by Director.

- a. Mr. Lipinski shared about the Doggie Halloween Event, A RARE Nightmare, Senior Center Resource Fair, Pumpkin Rolldown and the 45th Annual Big Bird Run. Staff is working on the content for the upcoming Spring/Summer Newsletter. There is an upcoming webinar for the Spark grant. Fox 2 news reached out to interview Mr. Lipinski and Ms. Frederick in regards to Connor McMahon and keeping his legacy alive. Mr. Lipinski congratulated Mr. Klinefelt on his win for Eastpointe Mayor and the City of Roseville on the passing of their bond.

J. Discussion by Board Members.

- a. Mr. Walters – Congratulated Mr. Klinefelt
- b. Mr. Switalski – Congratulated Mr. Klinefelt
- c. Mr. Klinefelt – No comments
- d. Mr. Merucci – Congratulated Mr. Klinefelt

Meeting adjourned – 5:02pm