



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 – April 10, 2019

Meeting called to order 3:32 p.m.

A. Roll Call

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

B. Approval of Minutes for meeting on March 13, 2019

- a. Motion to approve the March minutes was made by Mr. Merucci, supported by Mr. Frontera. Mr. Merucci mentioned two changes; under the Discussion by Director Recreation Authority needs to be changed to Recreational Authority, and under Discussion by Board Members by Mr. Merucci had a typo stating RSP instead of RFP. 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. Frontera. Motion to approve the Budget Report was made by Mr. Merucci and supported by Mr. Hogan. All approved, none opposed. Motion passed.

D. Hearing of the Public – agenda items only

- a. No public spoke

E. Communication

- a. Mr. Lipinski provided a press release about the Skatepark. There are a couple guys that are trying to raise funds to expand the Skatepark at Huron Park.

F. Old Business

a. Discuss Recreational Authority Board Meeting location and time

- i. Mr. Merucci would like to push the meeting back 30 minutes. Mr. Hogan motions to move the meeting time to 4:00 p.m. held at the Recreational Authority Center the second Wednesday of the Month, supported by Mr. Merucci. All approved, none opposed. Motion Passed.

G. New Business

a. Review and discuss Draft Request for Proposals for the Five Year Recreation Master Plan.

- i. Mr. Lipinski had an edited item from Mr. Merucci. In regards to the RFP (request for proposal), trying to get the boards input on things that should be added. Mr. Adkins suggested the title as a 5 Year Three-Part (Joint) Recreation Master Plan. Mr. Adkins questioned non-motorized plans and should that be addressed as a bullet item to state non-motorized connectivity in the parks. Mr. Lipinski stated it could be placed as a scope item. Mr. Merucci questioned the cost of the Master Plan and how it would be separated. Mr. Lipinski responded that the cost would be split in 1/3 amount each. Mr. Adkins suggested a pre-kick off meeting. Mr. Merucci suggested a pre-bid meeting. Mr. Adkins would like to require documentation of the team that would be working on the plan.

b. Discuss possible dates/times to schedule Special Meeting to discuss the Proposed 2019-20 Recreational Authority of Roseville & Eastpointe Budget.

- i. Mr. Merucci asked for the item to be on the agenda. Mr. Adkins suggested the meeting to be an hour to an hour and a half prior to the start of the next scheduled board meeting. The date will be Wednesday, May 8th at 4 p.m. at the Recreational Authority Center. Add Budget Workshop Discussion as an agenda item between Communications and Old Business.

c. Review and discuss the Fall-2018 and Winter-2019 Program Financials.

- i. Mr. Lipinski stated that majority of programs came in as a profit, a few had come in as a loss. We (The Recreational Authority) often get information from people who want to see a program or are offering a program.

d. Review and discuss Building Use Policy.

- i. Mr. Lipinski stated that while the building use policy will be reviewed at with the budget meeting, he

wanted it to be discussed due to a rental that was held in the Multi-Purpose Room and Small Gym. Part of the issue with rentals lately are bringing in Decorators that are trying to get in the rooms early and are not the renter; we do not allow the room to be open until the renter is on site. The rental from the memo went over their party rental time by an hour and a half causing the staff to stay almost two hours late, the decorator and renter were not the issue in this instance. The person that the resident had rented the room for had stated that the party was going to finish up due to entertainment running late. The Recreational Authority would like to propose the rental deposits increase for the Multi-Purpose Room and Activity Center Room, not allowing professional decorators for rentals, and not allowing Non-Residents to rent the facilities. Mr. Hogan asked whether the renter had to be there and stay for the whole rental. Mr. Lipinski responded that renters are supposed to stay for the entire rental, however, renters are checking in with staff and then leaving the facility leaving the decorators. Mr. Adkins suggested changing the language to state that the Recreational Authority reserves the right to take any legal action for any damages that exceed the deposit. Mr. Merucci questioned whether there was a rate for adding additional hours. Mr. Lipinski responded that there was an additional hour rate. Mr. Merucci questioned why we would want to exclude a non-resident from renting the facilities. Mrs. Wilson suggested that maybe rentals could just increase the rates for non-residents, as of now they are paying \$30 more for one of the smaller rooms and \$60 more for the larger rooms. What Mrs. Wilson is finding is that non-residents are often leaving the rooms in poorer conditions since they can walk away from it, there's no sense of ownership. Mr. Adkins agreed that the non-resident rates should change. Mr. Hogan motions to increase the deposit for the Activity Center Room and Multi-Purpose Room to \$200 and eliminate permitting professional decorators for all rentals, supported by Mr. Frontera. All approved, none opposed. Motion passed.

e. **Request to increase deposit from \$100 to \$200 for reservations made to the Multi-Purpose Room and Activity Center Room at the Recreation Center.**

i. Combined with discussion **d. Review and discuss Building Use Policy.**

H. Hearing of the Public

a. No public spoke

I. Discussion by Director

a. Mr. Lipinski stated that the senior taxes are done as of last week. Basketball and Volleyball leagues have ended and overall went well. Baseball and Softball registrations are being taken through this week, and are combining with Center Line, Harper Woods and St. Clair Shores. Phone calls have been made from Clinton Township and Fraser to be added, though it was too late to add them. Abel Electronics was met at Eastpointe Memorial Park to discuss a new speaker system, a proposal has not been received yet. Marshalls' Landscaping was also met out at Eastpointe Memorial Park to go over maintenance on the football field. Mr. Adkins questioned whether the speaker system would be a R.A.R.E. expense. Mr. Merucci and Mr. Lipinski responded that it should not be. A.S.P.I.R.E. did have their Spring Fling over the past weekend, it was overall a good event. Mr. Lipinski will be attending a MIOSHA workshop on Thursday, April 11th. Detroit Tigers game trip had great weather and was a sold out event. Easter Egg Hunt is this Saturday at Huron Park 10 a.m. sharp, we do have a Sponsor and will have a petting farm. Vendor Show May 10th 6-9 p.m., we do have confirmed 7 TasteFest vendors and have 41 spaces booked for personal vendors. Mr. Lipinski stated that Genesis Chevrolet partnered with Chevy youth baseball and will be giving the Recreational Authority Center money back from test drives that mention the Recreational Authority. They will also be sending one of the youth baseball or softball teams to a Detroit Tigers baseball game this year. The Outdoor Fitness Court at Huron Park has received an invoice for \$80,000 which will come out of Roseville's CDBG fund, once the equipment is shipped it will be housed at Rec Center until ready to be installed.

J. Discussion by Board Members

- a. **Mr. Frontera** – nothing at this time
- b. **Mr. Hogan** – nothing at this time
- c. **Mr. Merucci** – questioned if any response has been heard from Mr. Page in regards to Football. Mr. Lipinski responded that we have not heard back. Residents have been calling that they've heard the MiDOG Dog Park has closed.
- d. **Mr. Adkins** – Rosefest is coming up June 6-9 and tickets are available. The Parks and Rec Board is back up and running and meets every other month.

Meeting adjourned – 4:39 p.m.