



Recreational Authority of Roseville & Eastpointe Board Meeting Minutes
Conference Room - Recreation Authority Center via ZOOM
18185 Sycamore, Roseville, MI 48066
4:00 pm – August 12, 2020

Meeting called to order 4:06 p.m.

A. Roll Call

- a. Mr. Frontera, Mr. Hogan, Mr. Walters and Mr. Merucci are present. Mr. Switalski is absent.

B. Approval of Minutes

a. Approval of Minutes for Regular meeting on July 8, 2020

- i. Motion to approve the July Regular meeting minutes was made by Mr. Hogan, supported by Mr. Walters. All approved, none opposed. Motion passed.

C. Approval of Disbursements and Budget Report

a. Disbursement #1

- i. Motion to approve disbursement #1 was made by Mr. Frontera, supported by Mr. Hogan. All approved, none opposed. Motion passed.

b. Revenue/Expense Report

- i. Motion to approve the revenue/expense report was made by Mr. Frontera, supported by Mr. Hogan. Mr. Walters commented that this year going forward capital purchases is going to be on the last page in a separate fund. All approved, none opposed. Motion passed.

D. Hearing of the Public – agenda items only

- a. No public spoke.

E. Communications

- a. Mr. Lipinski shared that the Recreation Authority did receive a letter from Plante Moran in regards to the audit.

F. Old Business

G. New Business

a. Discuss Park Rentals and Mobile Stage.

- i. Mr. Lipinski stated that park pavilion rentals is the main reason people are coming in to the Recreation Authority. Park attendants are out there and everyone seems to be practicing the social distancing; although there are some events that there has been some reluctance but we do keep in contact with the bigger events to remind them of the current orders. Had a meeting last week with Eastpointe in regards to park rental schedules and the mobile stage. The City of Eastpointe had inquired whether the Recreation Authority would like to take over the mobile stage. Mr. Lipinski recommends not to take over the mobile stage due to not having a vehicle to transport the stage, storage space, added personnel and the stage does need some additional repairs done. Mr. Merucci had received comments that an Eastpointe Park Attendant would not take out the trash due to it being from a Recreation Authority rental; this comment has not been confirmed or verified as to whom said it or that it happened. Mr. Lipinski responded that understood there was an Eastpointe Park Attendant that no longer works with the city and it seems the person that last left could be the common denominator. Other staff seems to work well together.

b. Review and discuss costs for Recreation Master Plan.

- i. Mr. Lipinski commented that the agreement states that the cost of the Master Plan was not to exceed \$25,770; we have paid to date \$22,270. Mr. Lipinski has not received any other invoices and does not expect to receive any more. We are still looking at getting some hard copies made for the City of Eastpointe, City of Roseville and the Recreation Authority. Mr. Adkins will be meeting with Mr. Scurto from Carlisle-Wortman in regards to getting those copies. Mr. Merucci questioned if the Recreation Authority were to receive another bill for the Master Plan if it would be brought to the board prior to payment; Mr. Lipinski responded that the information would be brought to the board prior to payment being made.

c. Review Senior programs during COVID-19 restrictions.

- i. Mr. Lipinski provided a summary of programs that Mary Grant from the Senior Office had put together for

the seniors during programming restrictions. A number of seniors have attended these events. Programs included Take Away Tuesday and Ice Cream Socials. The senior staff is working on a dvd for the seniors to continue the Shape Up fitness class.

d. Review Program Newsletter.

- i. Mr. Lipinski reported that the newsletter has been mailed and most residents have received it. We have received many positive compliments on the new newsletter. Mr. Chambers from Drive Creative Services commented although ads were down from what we had initially believed we were going to be able to do we have had a lot of support throughout the process and believe that there will definitely be more ads for the Spring/Summer addition. There are also 7 advertisers that have committed to multiple additions. Mr. Lipinski would like to see the ad share revenue doubled for the next addition.

H. Hearing of the Public

- a. No public spoke.

I. Discussion by Director

- a. Mr. Lipinski mentioned that the Recreation Authority is beginning the audit process with Plante Moran. The parking lot in the back of the Recreation Authority bid opening is August 26th. This parking lot would be repaved, a couple concrete aprons replaced, installing a car port for the SMART vans and an electronic gate to get in to the lot. The Summer Day Camp program is going very well and has 2 weeks remaining. There has only been one incident this Summer with a child having a slight fever and did not attend for a day; the camper did return the next day without a fever or issues. Campers do go through a pre-screening each day. Fall programs are being continuously monitored for what can and cannot be done. Ms. Frederick does have an email out to instructors in regards possibly moving programs outside for the time being. If the orders remain the same and programs cannot be run in the building the Recreation Authority staff will be looking at having some furlough days beginning the week of September 14th. Mr. Frontera questioned how many participants we had in the Summer Day Camp program; Mr. Lipinski responded that the numbers were scaled back this year including staff but we had 35 participants registered in the program. Provided all goes well we do plan on expanding the Summer Day Camp program to up to 80 participants for the 2021 season. Mr. Merucci commented that while the back lot at the Recreation Authority is being done we should get a quote for some of the sidewalk done in the front of the building as well.

J. Discussion by Board Members

- a. **Mr. Walters** – Nothing at this time
- b. **Mr. Hogan** – Nothing at this time
- c. **Mr. Frontera** – Nothing at this time
- d. **Mr. Merucci** – Invited the board to the Goetz Park Grand Opening; would like to get the audit document from Plante Moran presented to the board prior to the designated board meeting date; also would like to see some sort of program held at the Spindler Park Sledding Hill.

Meeting adjourned – 4:46 p.m.