

**CHARTER TOWNSHIP OF BROWNSTOWN
PARKS AND RECREATION COMMISSION
THURSDAY, FEBRUARY 6, 2014**

The regular meeting of the Charter Township of Brownstown Parks and Recreation Commission was held at the Brownstown Township Hall, 21313 Telegraph Road, on Thursday, February 6, 2014. The meeting was called to order by Chairman Bryan at 7:00 p.m.

PRESENT: Bryan, Grady, McCoy, Petrlich, St. Louis and Recreation Director Maxe.

ABSENT: None.

MINUTE APPROVAL: Motion of St. Louis, supported by Petrlich, to approve the Parks and Recreation Commission minutes of January 9, 2014 with the correction to Action Item: Election of Officers: remove, Abstain: Bryan as submitted. All voting aye.

AGENDA APPROVAL: Motion of Grady, supported by Petrlich, to approve the Parks and Recreation Commission agenda of February 6, 2014 as submitted. All voting aye.

ACTION ITEMS: None.

INFORMATION ITEMS:

TOWNSHIP FEEDBACK: Recreation Director Maxe, reported a copy of the 2014 Budget is attached, read and file. Bids for 2014 Grounds Maintenance, 2014 Athletic Equipment were mailed and due back by Tues. March 4, 2014. Fort-Gibraltar Park Renovations re-bid will remain the same. Reappointment of Athletic Coordinator Butch Coffee was approved by the Township Board on Mon. February 3, 2014, with a start date of Mon. March 17, 2014.

COMMUNITY CENTER UPDATE: Read and file, Community Center Use Summary for First Quarter of 2014. Recreation Director Maxe, reported restorations to the Community Center from water damage on Tues. January 7, 2014 are complete with repair costs just under \$30,000.

PARK DEVELOPMENT PROJECTS:

TOWNSHIP CAMPUS DEVELOPMENT: Read and file, Event Center Use Summary for First Quarter of 2014. To date there are 19 booked events for 2014. The Splashpad and Playgrounds (Phase II) are at a standstill due to the extreme cold weather. Remaining work to be completed includes, Splashpad with pump house, installation of features and plumbing, finishing of sidewalks, and landscaping. Work is expected to continue through the winter weather permitting with an estimated completion date of June 1, 2014.

WAYNE COUNTY INTER-GOVERNMENTAL – 2013 & 2014 PARKS MILLAGE GRANT: Recreation Director Maxe, reported he would like to combine the remaining 2013 Wayne County Parks Millage Grant with the new 2014 Wayne County Parks Millage Grant to complete the re-bid process for Fort-Gibraltar Park fencing, and benches project. There should be an estimated \$5,000 surplus from the 2014 grant. Maxe, asked members to think about new ideas on projects for 2014 that the grant money could be used for.

2014 WINTER PROGRAMS: The 2014 Winter Program Newsletters have been mailed to all residents and flyers distributed to the schools. A summary of registrations to date is attached. Programs begin in mid-January and run thru March.

OTHER BUSINESS: Recreation Director Maxe, asked members to meet at 6 p.m. for Youth Softball registration. McCoy and Grady will do registrations at Hunter Elementary. St. Louis will assist Maxe at the Community Center on Mon. March 3, 2014. Bryan will assist Maxe at the Community Center on Tues. March 4, 2014. Flyers from Carlson High School Youth Baseball stated the program will be done by June 1, 2014. Maxe, asked members for thoughts on changing Youth Basketball registration to early October.

PUBLIC FORUM: Public forum was held at 7:20 p.m. There was no public participation.

ADJOURNMENT: Meeting adjourned at 7:20 p.m.

dmb/recmin020614

**CHARTER TOWNSHIP OF BROWNSTOWN
PARKS AND RECREATION COMMISSION
THURSDAY, JANUARY 9, 2014**

The regular meeting of the Charter Township of Brownstown Parks and Recreation Commission was held at the Brownstown Township Hall, 21313 Telegraph Road, on Thursday, January 9, 2014. The meeting was called to order by Chairman Bryan at 7:00 p.m.

PRESENT: Bryan, Grady, McCoy, Petrlich, St. Louis and Recreation Director Maxe.

MINUTE APPROVAL: Motion of St. Louis, supported by Petrlich, to approve the Parks and Recreation Commission minutes of December 3, 2013, as submitted. All voting aye.

AGENDA APPROVAL: Motion of Grady, supported by McCoy, to approve the Parks and Recreation Commission agenda of January 9, 2014, as submitted. All voting aye.

ACTION ITEMS:

ELECTION OF OFFICERS:

Motion of Petrlich, supported by Grady, to nominate and approve member Bryan as Chairman, St. Louis as Vice Chairperson, McCoy as Secretary for the Parks and Recreation Commission. Ayes: Bryan, Petrlich, Grady, McCoy, and St. Louis. Motion carried.

INFORMATION ITEMS:

TOWNSHIP FEEDBACK: None.

ELECTION OF OFFICERS: Recreation Director Maxe, reported he has 2 vacancies for the Parks and Recreation Commission. If any Brownstown resident is interested in serving on the Commission they can submit a letter to his office.

COMMUNITY CENTER UPDATE: Read and file, Community Center Final Use Summary for 2013 and First Quarter of 2014. Recreation Director Maxe, reported he had a call from Wyandotte Alarm on Tuesday, January 7, 2014 at 1:30 a.m., when he arrived the Community Center had 1-2 inches of water thru out the building, except in the Kitchen area. A fire suppression sprinkler line had froze and broke in Hall F, by 4:30 a.m. a restoration crew was out to assist in the clean-up process. There was damage to a light fixture, cold air return, ceiling and floor tiles. The insurance company was notified and an insurance adjuster was out to assess the damage. There were no community activities effected by the building issues. Wayne County had cancelled the Meals on Wheels program due to the cold wheather and moved the program to another facility for the remainder of the week.

PARK DEVELOPMENT PROJECTS:

TOWNSHIP CAMPUS DEVELOPMENT: Read and file, Event Center Use Summary First Quarter of 2014. To date there are 8 booked events for 2014. The Splashpad and Playgrounds (Phase II) is expected to continue through the winter with the pumphouse nearing completion. Fencing and concrete work is nearly complete and to be finished in the Spring. The DDA agrees that a catch net for the Softball Diamonds will need to be installed for 2014.

WAYNE COUNTY INTER-GOVERNMENTAL AGREEMENT - 2013

PARKS MILLAGE GRANT: Recreation Director Maxe, reported the Fort-Gibraltar Park fencing project is going out for re-bid. The water main project in Dixie Manor is complete, the swings and expanded fencing will be installed in the Spring 2014.

2013 FALL PROGRAMS: The 2014 Winter Program Newsletters have been mailed to all residents and flyers distributed to the schools the week of January 6th. Programs begin in mid-January and run through March. A new Zumba Instructor has been secured.

OTHER BUSINESS: Recreation Director Maxe, reported there was an increase in the fees for the Youth Fast Pitch Baseball this year to purchase uniforms for the teams.

PUBLIC FORUM: Public forum was held at 7:20 p.m. There was no public participation.

ADJOURNMENT: Meeting adjourned at 7:20 p.m.

dmb/recmin010914