

Superior Charter Township Park Commission
Regular Meeting
December 19, 2016

Adopted Minutes

- I. Call to Order
The meeting was called to order by Chair Marion Morris at 6:30 pm.
- II. Roll Call
Park Commissioners present: Marion Morris, Terry Lee Lansing, Sandi Lopez, Paula Jefferson, Bernedia Word, Nahid Sanii-Yahyai, Martha Kern-Boprie

Park Commissioners absent: none

Others present: Trustee Alex Williams; Juan Bradford, Park Administrator; David Buterbaugh, Park Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Keith Lockie
- III. Flag Salute
Chair Marion Morris led those assembled in the Pledge of Allegiance to the Flag.
- IV. Agenda Approval
It was moved by Nahid Sanii-Yahyai and supported by Paula Jefferson to approve the agenda with the addition of New Business B. Approved 2016 Budget Amendment. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. November 28, 2016
It was moved by Sandi Lopez and supported by ~~Terry Lee Lansing~~ Nahid Sanii-Yahyai to approve the minutes of 11/28/2016 with correction in the Park Stewards report of "Superior Township Land Conservancy" to Superior Township Land Preservation Society", and in Old Business B. correction of "...ready for Park Commissioner review." to "...ready for Park Commissioner's review". The motion carried.
- VI. Citizen Participation – none
- VII. Reports
 - A. Chairperson
Chair Marion Morris reported park commission activity was quiet lately. The Tree Lighting event on December 3 was successful. She encouraged park commissioners to think of ideas to increase participation by children in this event next year.
 - B. Administrator
Juan Bradford submitted a written report. The Five Year Parks, Recreation & Open Space Plan is complete, and on the agenda for Park Commission approval tonight. After Park Commission approval it goes to the Township Board as a communication at their meeting tonight. A public hearing is scheduled on it for January 17, 2017. Park Maintenance staff have been busy removing fallen trees from Norfolk and Schroeter Parks, and removing Phragmites from around the Administration Building. The Christmas Tree lighting event was a success, and he looks for ideas to expand it next year.
 - C. Board Liaison
Trustee Alex Williams reported that since the last Park Commission meeting there has only been a special township board meeting on 11/29/16 to conduct second and final reading of Ordinance 2016-35 concerning Danbury Park Manor. The ordinance passed.

- D. Board Meeting Attendees
There was nothing to report, as there was no regular Township Board Meeting since the last Park Commission meeting. The special meeting was scheduled on short notice, so no Park Commissioner was assigned to attend.
- E. Park Steward – no report
- F. Safety
There were no accidents or injuries in the past month.

VIII. Communications

- A. Educational Information: Superior Land Preservation Society Invasive Plant Species Brochure
- B. Township Christmas Party
- C. 5 Year Plan Notice of Public Hearing
It was moved by Nahid Sanii-Yahyai and supported by Terry Lee Lansing to receive the communications. The motion carried.

IX. Old Business – none

X. New Business

- A. Adoption of 2017 – 2021 Parks, Recreation & Open Space Plan
It was moved by Martha Kern-Boprie and supported by Marion Morris to adopt the 2017 – 2021 Superior Township Parks, Recreation & Open Space Plan. Juan Bradford noted that recommendations submitted by Park Commissioners through December 12 were included in the plan draft provided to Commissioners on December 14. Nahid Sanii-Yahyai asked if additional changes could be incorporated. Juan responded that a 30 day comment period commences after Township Board approval. Typographical errors can be corrected after that, but more substantive changes would not be in order. The motion to approve the 2017 – 2021 Plan carried.
SUPERIOR TOWNSHIP PARKS & RECREATION COMMISSION
WASHTENAW COUNTY, MICHIGAN
DECEMBER 19, 2016

A RESOLUTION ADOPTING THE DEPARTMENT’S FIVE YEAR PLAN (YEARS 2017-2021) AND SUBMITTING SAID PLAN TO THE BOARD OF TRUSTEES FOR FINAL APPROVAL AND ADOPTION

WHEREAS it is mandated that Superior Township Parks & Recreation Commission submit a 5-Year Plan to the State of Michigan to be eligible for grant awards; and

WHEREAS such a plan serves not only as a helpful guideline for Parks and Recreation planning, but also as a tool to assist other divisions of township government in planning for the township’s future; and

WHEREAS deliberation by the Parks & Recreation Commission have found the proposed plan to be acceptable, be it therefore resolved that the Superior Township Parks & Recreation Commission adopt the 5-Year Plan for 2017-2021 and submit said plan to the Board of Trustees for final approval and adoption.

Roll Call Vote:

Ayes: P. Jefferson, M. Kern-Boprie, T. Lansing, S. Lopez, M. Morris, N. Sanii-Yahyai, B. Word
Nays: None

- B. Approved 2016 Budget Amendment

Approved by Superior Charter Township Park Commission on 1/23/2017.

Keith Lockie reviewed with Park Commissioners amendments to the 2016 Park Fund Budget that were approved by the township Board. The amendments brought budgets into line with actual activity and restored \$21,309 back to Fund Balance. It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to receive the budget amendments. The motion carried.

XI. Bills for Payment

It was moved by Sandi Lopez and supported by Martha Kern-Boprie to approve payment of the bills totaling \$9,148.21. The motion carried.

XII. Financial Statements

It was moved by Sandi Lopez and supported by Nahid Sanii-Yahyai to receive the November financial statements. The motion carried.

XIII. Pleas and Petitions – none

XIV. Adjournment

It was moved by Martha Kern-Boprie and supported by Nahid Sanii-Yahyai to adjourn the meeting at 6:57 pm. The motion carried.

Submitted by
Martha Kern-Boprie
Park Commissioner and Secretary