

Superior Charter Township Park Commission
Regular Meeting
October 24, 2016

Adopted Minutes

- I. Call to Order
Chair Marion Morris called the meeting to order at 6:30 pm.
- II. Roll Call
Park Commissioners present: Marion Morris, Mirada Jenkins, Paula Jefferson, Nahid Sanii-Yahyai, Terry Lee Lansing, and Martha Kern-Boprie

Park Commissioners absent: Sandi Lopez

Others present: Trustee Alex Williams; Juan Bradford, Park Administrator; David Buterbaugh, Maintenance Supervisor; Patrick Pigott, Recreation Coordinator; Tom Brennan
- 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 Terry Lee Lansing to approve the agenda as drafted. The motion carried.
- V. Prior Meeting Minutes Approval
 - A. September 26, 2016
It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to approve the minutes of 9/26/16 with a spelling correction in Item E of New Business. The motion carried.
- VI. Citizen Participation – None
- VII. Reports
 - A. Chairperson – Chair Morris informed the Park Commission that election of Park Commission officers will take place during the November Park Commission meeting, after the November 8 election. Dedication of the tree planted in memory of Jan Berry took place today, before the Park Commission meeting. The Five Year Plan is nearly complete. Preparation of this plan involved a careful, realistic review of the needs for each park.
 - B. Administrator – Juan Bradford submitted a written report. mParks is very pleased with our outcomes and reporting on the BHC grant. He informed the commission that Lindsey Wooten, candidate for Park Commissioner has accepted a job in Charlevoix, and is moving out of Superior Township. For this reason, she will not take office as a park commissioner, even if elected on November 8. The township board will appoint someone to fill the position. Park Commissioners indicated their support for appointing Nahid Sanii-Yahyai to this position.
 - C. Board Liaison – Trustee Alex Williams stated Martha Kern-Boprie’s report on the 10/17/16 Township Board meeting was thorough.
 - D. Board Meeting Attendee – Martha Kern-Boprie attended the 10/17/16 Township Board meeting and submitted a written report.

- E. Park Steward – large dead trees were removed along Norfolk Street. Clearing paths in Cherry Hill Nature Preserve.
- F. Safety – no accidents or injuries in the past month.

VIII. Communications

- A. Educational Information: ASTM & CPSC Swing Safety Standards
- B. Parks & Recreation Accomplishments in 2016
- C. 2017 Township Meeting Calendar
- D. 2017 Township Meeting Schedule
- E. 2017 Township Holiday Closing Schedule
- F. David Phillips Retirement Party Flyer
- G. BHC Final Reporting Form

It was moved by Mirada Jenkins and supported by Marion Morris to receive the Communications. The motion carried.

IX. Old Business

- A. 2017 Budget and Budget Explanations
The Park Fund Budget was adopted as presented. Township Board members complimented Juan Bradford on explanations provided. There will be more emphasis on nature education in 2017.

X. New Business

- A. Christmas Tree Lighting Event
The Christmas Tree Lighting Event is scheduled on December 3 at 6:00 pm. We are seeking choirs to sing. Strings of Christmas lights are needed. Cookies are needed. Commissioners suggested looking for someone with a horse and cart or tractor and cart who would provide rides for children.

XI. Bills for Payment

It was moved by Terry Lee Lansing and supported by Nahid Sanii-Yahyai to approve payment of the bills totaling \$6,047.38. The motion carried.

XII. Financial Statements

It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to receive the September 2016 financial statements. The motion carried.

XIII. Pleas and Petitions

Marion Morris noted this is Mirada Jenkins last meeting as a Park Commissioner. She thanked Mirada for her service to the Park Commission. Mirada thanked the Commission for their support. She has accepted a job with Old National Bank.

Juan Bradford complimented Park Staff and Commissioners on a successful Pumpkin Carving Event.

XIV. Adjournment

It was moved by Martha Kern-Boprie and supported by Mirada Jenkins to adjourn the meeting at 7:10 pm. The motion carried.

Submitted by,
Martha Kern-Boprie
Park Commissioner and Secretary