

**PROCEEDINGS OF
CHARTER TOWNSHIP OF WEST BLOOMFIELD
PARKS & RECREATION COMMISSION
West Bloomfield Township Hall Boardroom
West Bloomfield, Michigan**

**Wednesday, February 25, 2026
6:00 PM**

APPROVED

CALL TO ORDER

The meeting was called to order at 6:01 PM by Chairperson Brooks

ROLL CALL

Present: Chair Robert Brooks
Secretary John Erich
Treasurer Terrance Adams
Commissioner Merv Aronoff
Commissioner David Barash
Commissioner Amy Mindell
Commissioner Sally Wenczel

Staff Present: Kelly Hyer, Executive Director
Chris Frey, Parks Superintendent
Ashley Stokes, Recreation Supervisor
Ashley Forton, HR Manager
Kahlia Chehade, Administrative Assistant
Carrie Manning, Recording Secretary

Absent: None

Public: None

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Commissioner Aronoff, seconded by Commissioner Barash to approve the agenda.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7-0

PUBLIC FORUM- None

ITEMS FROM THE TOWNSHIP LIAISON- No items tonight.

CONSENT AGENDA

Items A through N are Consent Agenda matters considered to be routine by the Commission and enacted by one motion unless a member of the Commission wishes to discuss one of the topics.

- A) Approval of Minutes-Regular Commission January 28, 2026
- B) Approval of January Revenue and Expenditure Report
- C) Approval of updated December 2025 Revenue and Expenditure Report
- D) January Prepaid Expense Report in the amount of \$354,786.49
- E) Approval of Invoice Journal Report (Expenditures by Check) in the amount of \$159,492.28
- F) Approval of January Credit Card Refund Report totaling \$5952.00
- G) Receipt of January Cash Balance Report
- H) Receipt of Connect Community Bond January Reimbursement from the Check Disbursement Report for West Bloomfield Parks.
 - I) Receipt of 2026 Mowing Contract (extension from 2024) with Green Meadows Lawnscape
 - J) Receipt of PSP-0022 Connect Community Center Third Review dated January 23, 2026
 - K) Receipt of West Bloomfield Joint Environmental & Planning Commission January 27, 2026 meeting action recap dated February 12, 2026
 - L) Receipt of February 9, 2026, West Bloomfield Township Site Plan Approval and Planning Commission Recommendation dated February 4, 2026
 - M) Receipt of February 9, 2026, West Bloomfield Township Intro of Ordinance Approval and Planning Commission Recommendation dated February 4, 2026
 - N) Receipt of February 9, 2026, West Bloomfield Township authorization to demolish the Recreation Activities Center

Motion by Commissioner Barash, seconded by Commissioner Aronoff to approve Items A through N on the consent agenda.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried: 7-0

STAFF REPORT

HR Manager Forton reviewed the 2025 professional development opportunities that staff attended. Ten out of fifteen part-time staff and twenty-seven out of twenty-eight full-time staff attended professional development opportunities. There were four main conferences that staff traveled to, and multiple staff received new certifications over the course of the year. Seasonal hiring is underway, with approximately 50% of past staff returning.

Superintendent Frey reported that snow removal and preparations at the Green Media Center assumed a lot of the Parks' staff time in January. Moving out of the RAC, cleaning, and painting included many moving boxes, a lot of organization, and planning. 2026 seasonal supplies have been arriving at the maintenance building. Buying early and in bulk saves the WBPRC money and time. Winter tree work continues; both cleaning up branches brought down by snowfall and high winds and cleaning up the bottoms of trees for safety reasons.

Supervisor Stokes delivered the Recreation report to the Commission. Winter programs have kicked off as well as pickleball and soccer winter leagues. Two retreats for all staff and recreation staff were held in January where staff held a think tank for future programming ideas. Seventeen wood duck boxes were examined and repaired, if necessary. Upcoming events include the St. Pat's Day luncheon, Shortcake Social, and the annual Egg Scramble.

ITEMS FROM THE OFFICERS

A. Items from the Chairperson

Chairperson Brooks thanked the West Bloomfield Township Board for their support and said how pleased he was with the selection of all the suppliers and companies hired for the future Connect Community Center.

B. Items from the Secretary

Secretary Erich appreciated all the input from everyone involved in all the decisions that have been made for the future Connect Community Center and complimented Laura Hester and her staff for all their help.

C. Items from the Treasurer

Treasurer Adams had no items tonight.

COMMITTEE REPORTS

Executive: Chairperson Brooks

Chairperson Brooks stated they met on February 11, 2026. Present were himself, Secretary Erich, Treasurer Adams, Executive Director Hyer, Parks Superintendent Frey, Recreation Supervisor Stokes, Finance Manager Smith, and HR Manager Forton. They discussed The RAC move out plan and next steps, recently held meetings and what was covered in them. Contracts and agreements were reviewed along with grant opportunities. Personnel and outstanding legal issues were also discussed. Their next scheduled meeting is March 11, 2026 at Township Hall.

Finance: Report from Treasurer Adams

Treasurer Adams indicated the Finance Committee met Wednesday, January 28, 2026, at 6:00pm. Present were himself, Commissioner Barash, Commissioner Wenczel, Finance Manager Smith, and Executive Director Hyer. The committee reviewed invoices, vouchers, and prepaid expenses for the month. The committee reviewed agenda items for tonight's meeting. The interest from the investment fund for December was \$22,506.46 and YTD for 2025 was \$338,559.34. The committee reviewed the finance reports for the month. The next meeting is scheduled prior to the regular Commission meeting on February 25, 2026, at 6pm, prior to the monthly Commission Meeting.

Sustainability: Report from Commissioner Mindell

Commissioner Mindell indicated the Sustainability Committee met, via Teams, on February 5, 2026, with Treasurer Adams, Commissioner Wenczel, and Executive Director Hyer. Green initiatives were discussed for the future Connect Community Center including waste diversion for the demolition project, pavers and paving, water conservation, rooftop solar and green roof preparation.

NEW BUSINESS

A. Consideration to Approve the purchase of a Toro Field Pro 6040 aggregate grader in the amount of \$35,491.56 from Spartan Distributors.

Motion by Commissioner Barash, seconded by Commissioner Aronoff to approve the purchase of a Toro Field Pro 6040 aggregate grader in the amount of \$35,491.56 from Spartan Distributors.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

B. Consideration for Approval of the purchase of a 2026 GMC Savana Box Truck for \$51,071 from Todd Wenzel Buick GMC.

Motion by Commissioner Aronoff, seconded by Commissioner Barash to approve the purchase of a 2026 GMC Savana Box Truck for \$51,071.00 from Todd Wenzel Buick GMC.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

C. Consideration for Approval of Agreement with the Road Commission for Oakland County (RCOC) and the City of the Village of Orchard Lake establishing cost-sharing and maintenance responsibilities for the traffic signal at WB Trail Crossing #1.

Motion by Commissioner Aronoff, seconded by Commissioner Barash to approve the Agreement with the Road Commission for Oakland County (RCOC) and the City of the Village of Orchard Lake establishing cost-sharing and maintenance responsibilities for the traffic signal at WB Trail Crossing #1 and authorize the Executive Director to execute the agreement, pending attorney review and approval, and incorporation any recommended revisions.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

D. Consideration for Approval of Pine Lake Park Affiliation Agreement between Oakland County and the West Bloomfield Parks and Recreation Commission.

Motion by Commissioner Mindell, seconded by Commissioner Wenczel to Move to approve the Pine Lake Park Affiliation Agreement between Oakland County and the West Bloomfield Parks and Recreation Commission and authorize the Executive Director to execute the agreement, pending attorney review and approval, and incorporating any recommended revisions.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

E. Consideration for Discussion of the land management and conservation project Memorandum of Understanding (MOU) with West Bloomfield Township for parcels 18-19-476-033, 18-19-476-034, 18-19-476-035, 18-19-476-036 off Walnut Lake Road.

This Discussion was moved forward to an Action item.

Motion by Commissioner Mindell, seconded by Commissioner Erich to approve the land management and conservation project Memorandum of Understanding (MOU) for parcels 18-19-476-033, 18-19-476-034, 18-19-476-035, 18-19-476-036 off Walnut Lake Road, subject to legal review and final approval by the West Bloomfield Township Board of Trustees. Furthermore, direct the Executive Director to continue discussions with the Township regarding potential collaboration on invasive species management and native plant restoration for these acres.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

F. Consideration for Approval of the professional service agreement with Plante & Moran to provide financial statement and audit services for fiscal year 2025 for a cost of \$31,220

Motion by Commissioner Aronoff, seconded by Commissioner Barash to approve the Plante & Moran, PLLC professional service agreement to provide financial statement and audit services for fiscal year 2025 in the amount of \$31,220.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

G. Discussion of West Bloomfield Parks and Recreation Commission renewal of existing Parks and Recreation "Land" millage ballot language. Staff recommendation is to hold off until 2028.

H. Consideration for Approval of 2026 Budget Amendment #1.

Motion by Commissioner Barash, seconded by Commissioner Aronoff to approve the 2026 Budget Amendment #1 as presented.

Ayes: 7
Nays: 0
Absent: 0
Motion Carried: 7-0

I. Consideration for Approval of DC Byers for the removal and salvage of Pewabic tiles at the Recreation Activities Center as part of the Connect Community Center Capital Improvement Bond Project

Motion by Commissioner Wenczel, seconded by Commissioner Aronoff to approve contracting with DC Byers on a time-and-materials basis for the removal and salvage of Pewabic tile at the Recreation Activities Center in an amount not to exceed \$30,000 and to allocate this amount to the Connect Community Center Capital Improvement Bond project budget.

Ayes: 4
Nays: 3
Absent: 0
Motion Carried: 4-3

PUBLIC FORUM- None

ANNOUNCEMENTS

ADJOURNMENT

There being no further business before the Commission, the meeting was unanimously adjourned at 8:34PM.

Reviewed by,
John Erich

(As a permanent record, an audio tape of this meeting in its entirety is on file and will remain at the Parks and Recreation offices where it may be heard.)