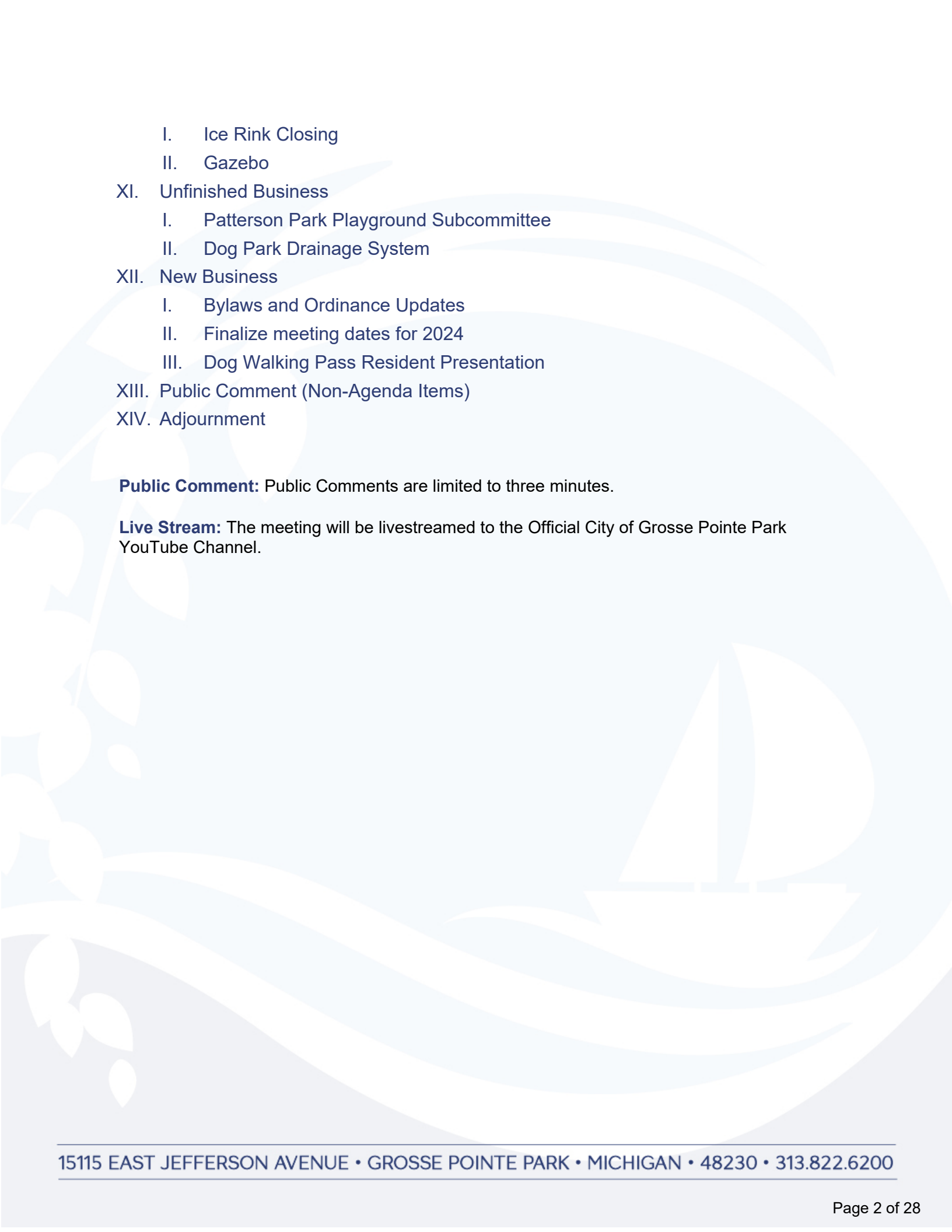




AGENDA - Recreation Commission

DATE: March 7, 2024 7:00 PM City Council Chambers

- I. Roll Call
- II. Approval of Meeting Minutes
 - I. Approval of November 15th Minutes
- III. Public Comment (Agenda Items)
- IV. Reappointment / Selection of officers for 2024
 - I. Chair
 - II. Vice Chair
 - III. Secretary
- V. Director's Report
 - I. Director's Report
- VI. Programming
 - I. Winter League Wrap-Up
 - II. Spring Classes
 - III. Spring Break Animal Show
 - IV. Marshmallow Drop
- VII. Windmill Pointe Park
 - I. GPPF Playground Project Update
 - II. Spring Clean Up
- VIII. Buildings/Facilities
 - I. Slate Roofing
 - II. Lavins Activity Center Shingle Roofing
 - III. Painting Projects
- IX. Marina
 - I. Riser Removal
 - II. PEX Line Replacement
 - III. Rub Rail Replacement
 - IV. Interior Seawall Painting of Main Pier
- X. Patterson Park

- 
- I. Ice Rink Closing
 - II. Gazebo
 - XI. Unfinished Business
 - I. Patterson Park Playground Subcommittee
 - II. Dog Park Drainage System
 - XII. New Business
 - I. Bylaws and Ordinance Updates
 - II. Finalize meeting dates for 2024
 - III. Dog Walking Pass Resident Presentation
 - XIII. Public Comment (Non-Agenda Items)
 - XIV. Adjournment

Public Comment: Public Comments are limited to three minutes.

Live Stream: The meeting will be livestreamed to the Official City of Grosse Pointe Park YouTube Channel.

Grosse Pointe Park, Park and Recreation Commission Minutes

Wednesday, November 15, 2023

Meeting called to order at 7:00 pm by Chairman Mike Hindelang

Roll Call

Present: Mike Hindelang – Chairman, Chad Craig – Parks and Recreation Director, Stedman Taylor – Recreation Specialist, Tom Fraser – Harbor Master, Roy Edmonds, Christina Buchanan, Paul Spratt, James Ceuninck, Howard Bouton, Mike Bannon, Sarah Coats and Stacey Jarvis.

Absent: Marty McMillan and Larry Haggart

Approval (with one abstention from Mike Bannon) of September 27, 2023 meeting minutes

Public Comment (Agenda items)

- None

Programming

- Brunch with Santa
 - Saturday, December 2nd
 - All time slots sold out
 - Would consider expanding beyond the typical plan in the future to accommodate more families
- Youth and Senior Programs
 - Botmasterz Robotics Workshop
 - Dec 11th and 18th
 - Art classes
 - Jan 11th – Feb 15th
 - Ornament workshop (new programming)
 - Senior and child classes offered
 - Meditative class offering
 - Tot classes to be brought back (these were offered pre-pandemic)
 - Fitness
 - Added new classes
 - Cards for seniors
 - Skating Lessons
 - Group
 - Private

Athletics

- Men's drop in basketball
- Women's drop in basketball
- Indoor volleyball
- Pickleball
 - Drop-in play and clinics available

Windmill Pointe Park

- Windmill Pointe Park Playground
 - Installation to be completed by the beginning of December
- Children's Pool and Fountain
 - Plumbing contractor prefers to complete work in the spring
- Horseshoe Pits
 - Potential options for conversion
 - Pavilion
 - Commission feels this option would be popular among the residents
 - Cornhole
 - Basketball Court
- Tennis Court Lighting
 - Needs updating or complete removal based on use
 - Will quote if it's been determined to keep the lighting
 - May create new hours based on lighting upgrades
- Olympic Pool Starting Blocks
 - The structure of many of the blocks is impaired which requires completely new blocks
 - May need to get some form of fundraising for the purchase
 - Focus on summer of 2025 or a partial replacement over a few years

Buildings / Facilities

- Lavins Activity Center Downspouts
 - Will install PVC piping to redirect the water
- Patterson Park Restrooms
 - Looking into how to update/replace these
- Gazebo
 - Remodel/update
 - Waiting for quotes
 - Make sure Pewabic tile is preserved throughout the project

Marina

- Approval of Long-Term Concept Plan (concept plan #3)
 - Pier 1 needs to be reworked with wells being wider and either 26 or 28 feet long
 - Greater space between Pier 1 and Pier 2 allowing for easier navigation
 - Elimination of 12 wells in Pier 1
 - Usually, 10 boats turnover each year
 - Will raise the concrete wall around marina and replace fencing
 - Work to be completed as a two-phase process so boating season is not disrupted
 - Based on the Marina Subcommittee recommendation to the Commission that Concept Plan #3 is the best plan to move forward, the Commission recommends that GPP Counsel move forward with this proposal
 - First phase will be determined once GPP Counsel approves and determines funding
- PEX lines
 - May replace or rework existing lines

- Some of this work can be completed by GPP employees
- 2023 Well Deposits
 - Has been communicating with well owners for additional information required in order to secure wells for next season

Patterson Park

- Ice Rink to open at the end of November
 - Looking to switch to a new compressor system
 - May look to open rink later in the season or closer it earlier in the season
 - Chad to look at resident use over this next season
- Patterson Park Playground Subcommittee
 - The goal is for the subcommittee to explore potential renovation options for the current structure
 - 7 Community Members
 - 3 Commission Members – 2 co-chairs
- Dog Park Maintenance
 - Drain tile system to begin

Unfinished Business

- 2024 meeting dates
 - Moving from 4 to 6 meetings per year
 - Schedule is forthcoming based on what is allowed by current By-Laws

New Business

- West Park Winter Social
 - Saturday, November 25th
 - Features holiday market, food trucks, bands and more

Non-Agenda Items

- Frank Ferry of 554 Barrington commenting on the marina
 - Sanitization imperative
 - Back Flow Preventers are necessary
 - Electrical imperative
 - Communication to the well holders on marina progress also imperative
- Tim Kolar on 1000 block of Berkshire comments

Adjournment: 9:05

Next Meeting: both date and place are TBD



RECREATION COMMISSION MEETING

DATE: March 7, 2024

SUBJECT: Patterson Park Playground Subcommittee

SUMMARY: The Subcommittee will be meeting with residents who were interested in joining the subcommittee in the next two weeks to start conversations regarding the preservation and maintenance of the playscape.

FINANCIAL IMPACT:

RECOMMENDATION:

PREPARED BY: Chad Craig, Parks & Recreation Director



RECREATION COMMISSION MEETING

DATE: March 7, 2024

SUBJECT: Dog Park Drainage System

SUMMARY: DPW will install the drain tile system in mid-April. The department has been short-staffed, and leaf pick up took longer to complete than anticipated.

FINANCIAL IMPACT:

RECOMMENDATION:

PREPARED BY: Chad Craig, Parks & Recreation Director



RECREATION COMMISSION MEETING

DATE: March 7, 2024

SUBJECT: Bylaws and Ordinance Updates

SUMMARY: Discuss proposed changes and vote on changes

FINANCIAL IMPACT:

RECOMMENDATION:

PREPARED BY: Chad Craig, Parks & Recreation Director



Daniel J. Kelly
Brittney K. Ellis
Nancy L. Olind
Jake Mertes
Morgan McAtamney
Deja Vasquez
Wallace G. Long
Ralph (Skip) Maccarone, III, of Counsel
2825 University Drive
Auburn Hills, Michigan 48326
Office: (248) 655-7025
morgan@kellyfirm.com

March 5, 2024

Recreation Commission and City Council
City of Grosse Pointe Park
15115 E. Jefferson Ave.
Grosse Pointe Park, MI 48230

Re: Recreation Commission Ordinance and Bylaws

Dear Recreation Commission and City Council:

Our office was asked to amend the Recreation Commission Ordinance and Bylaws to resolve conflicts between the two (2) documents. A redline of the amendments to the Recreation Commission Ordinance is attached hereto as **Exhibit A**. A clean copy of the amendments to the Recreation Commission Ordinance is attached hereto as **Exhibit B**. A redline of the amendments to the Bylaws is attached hereto as **Exhibit C**. A clean copy of the amendments of the Bylaws is attached hereto as **Exhibit D**.

Currently, Chapter 2, Article III, Division 5, Section 2-207 states that the Recreation Commission will be made up of eleven (11) members, ten (10) of which shall be voting members. In contrast, the Recreation Commission Bylaws currently provide that the Recreation Commission will be made up of twelve (12) members, eleven (11) of which shall be voting members. In order to avoid a situation in which there is a tie vote, the administration requested the Ordinance be amended to reflect the current membership structure provided for in the Recreation Commission Bylaws. Specifically, as is currently the case, the Recreation Commission will be made up of nine (9) residents, one (1) ex-officio member of the council, and one (1) member of the administration who will not have the ability to vote.

Similarly, there is currently a conflict between the Ordinance and the Bylaws with regard to how many meetings are to occur each year. The Ordinance provides that "meeting shall occur at least quarterly," whereas the Bylaws state that "meetings... will be held four (4) times a year." The administration has requested that the Bylaws be amended to allow meetings to occur more often if the Commission so chooses.

In order to amend the Bylaws, the proposed amendments have to first be approved by the Recreation Commission then approved by the City Council. If the Recreation Commission would like to approve the proposed amended Bylaws, the proper motion would be:

“I move to recommend approval of the amended Recreation Commission Bylaws to City Council.”

If the City Council would like to adopt the amended Bylaws, the proper motion would be:

“I move to adopt the amended Recreation Commission Bylaws as presented.”

In order to enact an amendment to an Ordinance, four (4) or more affirmative votes of City Council are required pursuant to Section 7.3 of the City Charter. If the City Council would like to enact the proposed amendment to Chapter 2, Article III, Division 5, Section 2-207, the proper motion would be:

“I move to enact the amendments to Chapter 2, Article III, Division 5, Section 2-207 as presented.”

Please do not hesitate to reach out should you have any questions or concerns.

Very truly yours,

THE KELLY FIRM, PLC

Morgan A. McAtamney

Morgan A. McAtamney

Exhibit A

**CITY OF GROSSE POINTE PARK
COUNTY OF WAYNE
STATE OF MICHIGAN**

ORDINANCE

Ordinance No. ____

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GROSSE
POINTE PARK BY REVISING AND AMENDING CHAPTER 2,
ARTICLE III, DIVISION 5, SECTION 2-207, TO AMEND THE
MEMBERSHIP REQUIREMENTS FOR THE RECREATION
COMMISSION**

THE CITY OF GROSSE POINTE PARK ORDAINS:

Section 1. Chapter 2, Article III, Division 5, Section 2-207 of the Code of the City of Grosse Pointe Park is amended as follows:

DIVISION 5. RECREATION COMMISSION

Sec. 2-206. Intent.

The Recreation Commission is to consider, report and recommend to the City Council, from time to time, on matters concerning recreation programs and facilities of the City of Grosse Pointe Park. The commission will only act as an advisory group, and does not have any regulatory authority. The creation of this Recreation Commission shall in no way be interpreted as diminishing the role, responsibilities, or charge of any currently existing board, commission, task force, or committee including, but not limited to, the Planning Commission.

Sec. 2-207. General.

a) Members

1. The Recreation Commission shall consist of ~~twelve (12) total members with~~ eleven (11) ~~voting~~ members.

2. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.

3. ~~Nine (9)~~ **Ten (10)** members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City.

4. One (1) member shall be a member of the City Administration selected by the Mayor.
The member of the City Administration is a non-voting member.

5. The terms of the resident members shall be staggered so that 1/3 expire each year. Beginning with December 2019, three (3) resident members shall be appointed for an initial term of one (1) year to expire in December 2020; three (3) resident members shall be appointed for an initial term of two (2) years to expire in December 2021; and three (3) resident members shall be appointed for an initial term of three (3) years to expire on December 2022. Thereafter, such resident members shall serve for three (3) year terms.

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- b) The Recreation Commission shall appoint, from among the resident members of the Recreation Commission, a Chairperson, a Vice-Chairperson, and a Secretary. The Chairperson, or in his/her absence the Vice-Chairperson, shall preside at all meetings. The Secretary shall record true and accurate minutes of each meeting and file the same with the City Clerk within the time as provided by law.
- c) Regular meeting of the Recreation Commission shall be held at least quarterly and be open to the public. Special meetings may be called by the Chairperson. The Recreation Commission shall determine its rules and order of business for the conduct of its meetings, provided that a majority of the members present of the Recreation Commission shall constitute a quorum for the transaction of business at all meetings.

Sec. 2-208. Powers and Duties.

The Recreation Commission shall have the following powers and duties:

- a) To advise and make recommendations to the City Council and City Manager on matters concerning recreation programs and facilities of the City of Grosse Pointe Park.
- b) To work collaboratively with other city commissions and committees which have responsibilities for specific issues.
- c) To hold public hearings on recreation programs and facilities issues and concerns.
- d) To meet with and advise the City Manager and any other city personnel involved in recreational matters.
- e) To create subcommittees and working groups to help conduct the work of the Recreation Commission, provided that a member of the Recreation Commission chairs each such committee and working group.
- f) To have all other powers and duties granted by the City Council by resolution.

Exhibit B

**CITY OF GROSSE POINTE PARK
COUNTY OF WAYNE
STATE OF MICHIGAN**

ORDINANCE

Ordinance No. ____

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GROSSE
POINTE PARK BY REVISING AND AMENDING CHAPTER 2,
ARTICLE III, DIVISION 5, SECTION 2-207, TO AMEND THE
MEMBERSHIP REQUIREMENTS FOR THE RECREATION
COMMISSION**

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Sec. 2-207. General.

a) Members

1. The Recreation Commission shall consist of twelve (12) total members with eleven (11) voting members.
2. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.
3. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City.

4. One (1) member shall be a member of the City Administration selected by the Mayor. The member of the City Administration is a non-voting member.

5. The terms of the resident members shall be staggered so that 1/3 expire each year. Beginning with December 2019, three (3) resident members shall be appointed for an initial term of one (1) year to expire in December 2020; three (3) resident members shall be appointed for an initial term of two (2) years to expire in December 2021; and three (3) resident members shall be appointed for an initial term of three (3) years to expire on December 2022. Thereafter, such resident members shall serve for three (3) year terms.

- b) The Recreation Commission shall appoint, from among the resident members of the Recreation Commission, a Chairperson, a Vice-Chairperson, and a Secretary. The Chairperson, or in his/her absence the Vice-Chairperson, shall preside at all meetings. The Secretary shall record true and accurate minutes of each meeting and file the same with the City Clerk within the time as provided by law.
- c) Regular meeting of the Recreation Commission shall be held at least quarterly and be open to the public. Special meetings may be called by the Chairperson. The Recreation Commission shall determine its rules and order of business for the conduct of its meetings, provided that a majority of the members present of the Recreation Commission shall constitute a quorum for the transaction of business at all meetings.

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- e) To create subcommittees and working groups to help conduct the work of the Recreation Commission, provided that a member of the Recreation Commission chairs each such committee and working group.
- f) To have all other powers and duties granted by the City Council by resolution.

Exhibit C

RECREATION COMMISSION OF THE CITY OF GROSSE POINTE PARK RESTATED BYLAWS

Adopted, effective immediately, ~~October 26, 2020~~

I. Name and Purpose

- A. The Commission's full name shall be the Recreation Commission of the City of Grosse Pointe Park, hereinafter known as the "Recreation Commission."
- B. The Recreation Commission is defined and authorized by Ordinance No. 213 of the City of Grosse Pointe Park, Wayne County, Michigan.

II. Membership

- A. Members.
 - 1. Voting Members of the Recreation Commission shall be appointed by the Mayor subject to the approval of the City Council.
 - 2. The Recreation Commission shall consist of twelve total members with eleven (11) voting members.
 - 3. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.
 - 4. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City
 - 5. One (1) member shall be an ex-officio member of the City Administration selected by the Mayor. The ex-officio member of the City Administration is a nonvoting member.
 - 6. Resident members shall serve for three (3) year terms, with terms ending on December 31.
 - 7. No member of the Recreation Commission, other than City Council Members or *ex-officio* members, shall hold any other office or position with the City. Members of the Recreation Commission shall be qualified electors of the City.

III. Meetings

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- A. Attendance. If any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the City Council to remove a member from the Recreation Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Recreation Commission secretary, or acting secretary in the absence of the elected secretary, shall keep attendance records and shall notify the council whenever any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, so the Council can consider further action allowed under law or excuse the absences.
- B. If a member of the Recreation Commission is appointed to another office, which is an incompatible office with his or her membership on the Recreation Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Recreation Commission. If a member of another office is appointed to the Recreation Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Recreation Commission, that shall result in an automatic resignation from the other office.
- C. Rules for Meetings.
1. All meetings of the Recreation Commission shall be held in accordance with ~~the Rules for Holding Meetings adopted by the City Council for the DDA and TIFA, as amended from time to time.~~ Robert's Rules of Order as closely as possible.
- D. Regular meetings.
1. Regular meetings of the Recreation Commission will be held ~~four (4) times a year~~ at least quarterly.
 2. Notices of regularly scheduled Recreation Commission meetings shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meeting Act M.C.L.A. §15.261 *et seq.*).
- E. Special Meetings.
1. Special meetings of the Recreation Commission may be called by the Chairperson, or at the request of the City Manager.
 2. Notices of special meetings shall be given to members of the Recreation Commission at least forty-eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting (the Secretary may delegate this function to staff). In addition, notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L.A. §15.261 *et seq.*).

~~F.~~ Quorum. More than half the total number of seats for members of the Recreation Commission, regardless if vacancies exist or not, shall constitute a quorum for the

~~F.~~ transaction of business and the taking of official action for all matters before the Recreation Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.

G. Recreation Commission Action. Action by the Recreation Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.

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IV. Officers

A. Selection. At the first regularly scheduled meeting of each year, the Recreation Commission shall select from its membership a Chair, Vice-Chair, and Secretary. All offices are eligible for reelection. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Recreation Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Recreation Commission shall appoint a successor for the unexpired term. The Recreation Commission or Secretary may also designate another person who is not a member of the Recreation Commission to be the recording secretary.

B. Tenure. The Chair, Vice-Chair and Secretary shall take office immediately following their selection and shall hold office for a term of one year or until their successors are selected and assume office.

C. Chair's Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall have all duties and powers as provided under the Ordinance and at law.

D. Vice-Chair's Duties. The Vice-Chair shall act in the capacity of Chair, with all the powers and duties found herein of these Rules, in the Chair's absence.

E. Secretary's Duties. The Secretary shall have all duties as provided under the Ordinance and at law.

1. Execute documents in the name of the Commission;
2. Be responsible for the minutes of each meeting, pursuant to these Bylaws if there is not a recording secretary.
3. Review the draft of the minutes, sign them, and submit them for approval to the Recreation Commission. Copies of minutes shall be distributed to each member of the Recreation Commission prior to the next meeting of the Recreation Commission (the Secretary may delegate this duty to Recreation Commission staff);

4. Receive all communications, petitions, and reports to be addressed by the Recreation Commission, delivered or mailed to the Secretary in care of the Parks & Recreation Department Office.

4.

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Exhibit D

RECREATION COMMISSION OF THE CITY OF GROSSE POINTE PARK

RESTATED BYLAWS

Adopted, effective immediately, _____

I. Name and Purpose

- A. The Commission's full name shall be the Recreation Commission of the City of Grosse Pointe Park, hereinafter known as the "Recreation Commission."
- B. The Recreation Commission is defined and authorized by Ordinance No. 213 of the City of Grosse Pointe Park, Wayne County, Michigan.

II. Membership

- A. Members.
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 - 2. The Recreation Commission shall consist of twelve total members with eleven (11) voting members.
 - 3. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.
 - 4. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City
 - 5. One (1) member shall be an ex-officio member of the City Administration selected by the Mayor. The ex-officio member of the City Administration is a nonvoting member.
 - 6. Resident members shall serve for three (3) year terms, with terms ending on December 31.
 - 7. No member of the Recreation Commission, other than City Council Members or *ex-officio* members, shall hold any other office or position with the City. Members of the Recreation Commission shall be qualified electors of the City.

III. Meetings

- A. Attendance. If any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the City Council to remove a member from the Recreation Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Recreation Commission secretary, or acting secretary in the absence of the elected secretary, shall keep attendance records and shall notify the council whenever any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, so the Council can consider further action allowed under law or excuse the absences.
- B. If a member of the Recreation Commission is appointed to another office, which is an incompatible office with his or her membership on the Recreation Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Recreation Commission. If a member of another office is appointed to the Recreation Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Recreation Commission, that shall result in an automatic resignation from the other office.
- C. Rules for Meetings.
 - 1. All meetings of the Recreation Commission shall be held in accordance with Robert's Rules of Order as closely as possible.
- D. Regular meetings.
 - 1. Regular meetings of the Recreation Commission will be held at least quarterly.
 - 2. Notices of regularly scheduled Recreation Commission meetings shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meeting Act M.C.L.A. §15.261 *et seq.*).
- E. Special Meetings.
 - 1. Special meetings of the Recreation Commission may be called by the Chairperson, or at the request of the City Manager.
 - 2. Notices of special meetings shall be given to members of the Recreation Commission at least forty-eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting (the Secretary may delegate this function to staff). In addition, notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L.A. §15.261 *et seq.*).
- F. Quorum. More than half the total number of seats for members of the Recreation

Commission, regardless if vacancies exist or not, shall constitute a quorum for the transaction of business and the taking of official action for all matters before the Recreation Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.

- G. Recreation Commission Action. Action by the Recreation Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.

IV. Officers

- A. Selection. At the first regularly scheduled meeting of each year, the Recreation Commission shall select from its membership a Chair, Vice-Chair, and Secretary. All offices are eligible for reelection. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Recreation Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Recreation Commission shall appoint a successor for the unexpired term. The Recreation Commission or Secretary may also designate another person who is not a member of the Recreation Commission to be the recording secretary.
- B. Tenure. The Chair, Vice-Chair and Secretary shall take office immediately following their selection and shall hold office for a term of one year or until their successors are selected and assume office.
- C. Chair's Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall have all duties and powers as provided under the Ordinance and at law.
- D. Vice-Chair's Duties. The Vice-Chair shall act in the capacity of Chair, with all the powers and duties found herein of these Rules, in the Chair's absence.
- E. Secretary's Duties. The Secretary shall have all duties as provided under the Ordinance and at law.
 - 1. Execute documents in the name of the Commission;
 - 2. Be responsible for the minutes of each meeting, pursuant to these Bylaws if there is not a recording secretary.
 - 3. Review the draft of the minutes, sign them, and submit them for approval to the Recreation Commission. Copies of minutes shall be distributed to each member of the Recreation Commission prior to the next meeting of the Recreation Commission (the Secretary may delegate this duty to Recreation Commission staff);
 - 4. Receive all communications, petitions, and reports to be addressed by the Recreation Commission, delivered or mailed to the Secretary in care of the Parks & Recreation Department Office.

V. Record

Minutes and Records. The Recreation Commission Secretary (or his or her designee) shall keep, or cause to be kept, a record of Recreation Commission meetings, in accordance with the requirements of the Michigan Open Meetings Act.

VI. Committees

- A. Ad Hoc/Advisory Committees. The Recreation Commission or Chair may establish and appoint ad hoc/advisory committees for special purposes or issues, as deemed necessary, to provide recommendations to the full Recreation Commission. Ad hoc/advisory committees are only allowed to make recommendations to the Recreation Commission.
- B. Citizen Committees. The Recreation Commission or Chair may establish citizen committees with the consent of the Recreation Commission. Membership can be any number, so long as less than a quorum of the Recreation Commission serve on a citizen committee at any given time. The purpose of the citizen committee is to have more citizen and community involvement, to receive input from individuals who are knowledgeable or expert in the particular issue before the Recreation Commission and to better represent various interest groups in the City.

VII. Powers.

The Recreation Commission shall have all powers provided under the City's Charter, the City's Code of Ordinances and at law.



RECREATION COMMISSION MEETING

DATE: March 7, 2024

SUBJECT: Finalize meeting dates for 2024

SUMMARY: Discuss and approve 2024 meeting dates. 4/4, 6/6, 8/8, 10/10, and 12/12.

FINANCIAL IMPACT:

RECOMMENDATION:

PREPARED BY: Chad Craig, Parks & Recreation Director



RECREATION COMMISSION MEETING

DATE: March 7, 2024

SUBJECT: Dog Walking Pass Resident Presentation

SUMMARY: Grosse Pointe Park resident Rick McManama will give a presentation to the Recreation Commission to give consideration to reinstating the dog walking pass at Matthew C. Patterson Park.

FINANCIAL IMPACT:

RECOMMENDATION:

PREPARED BY: Chad Craig, Parks & Recreation Director