



## AGENDA

April 1, 2022 – March 31, 2023

**Nov 17, 2022 5 PM**

**Washington Twp Hall – Board Room  
57900 Van Dyke Washington, 48094**



1. Call to Order
2. Pledge of Allegiance
3. Roll call
4. Approve agenda (deletions & additions)
5. Approve prior meeting minutes
6. Unfinished Business
  - 6.1 Grants - Fleis & Vandenbrink
  - 6.2 P&R Commission Lawyer Update
  - 6.3 Christmas Decorating
  - 6.4 Ice Rink Discussion
  - 6.5 Articles of Org - Director Contract Update
- . New Business
  - 7.1 Strip & Wax Cleaning Quotes
8. Reports
9. What's happening?
10. Community Comments
11. Adjourn



MINUTES  
MEETING OF THE  
ROMEO-WASHINGTON-BRUCE  
PARKS & RECREATION AND STAR TRANSPORTATION COMMISSION



WBRW meeting recording: <https://wbrw.viebit.com/index.php?folder=Parks+and+Rec>  
Thursday, Oct 27, 2022

Called to order at: 5:01 pm at Washington Twp Board Rm by Clara Russel, Director

**MEMBERS PRESENT:**

Mike Fillbrook, Lisa Craffey (Alt), Dan Detkowski, Cindy Olsen(Alt), and Clara Russell, Director

**MEMBERS ABSENT:** N/A

**ADDITIONS (or) DELETIONS:**

7.3 Christmas Cleaning Closure for Sites

**APPROVAL OF AGENDA:**

Motion to approve agenda as amended by Fillbrook seconded by Detkowski

Yes: Fillbrook, Detkowski,

No: None

Motion Carried

**APPROVAL OF PRIOR MEETING MINUTES**

Motion to approve Sept 22, 2022 Minutes by Fillbrook seconded by Detkowski

Yes: Fillbrook, Detkowski,

No: None

Motion Carried

**UNFINISHED BUSINESS**

**6.1 Asphalt - Romeo Community Center**

Russell brought back the bids sheet for the Romeo Community Center parking lots & drive.

The motion made by Fillbrook to accept the front & rear parking lot bid from Total Asphalt for \$148,300 was questioned because Detkowski had agreed but contingent upon Romeo Community Schools and the Village of Romeo Offices/ DPW paying for the resurfacing of Walter Sheetz Drive. The RCS and Village of Romeo voiced that they did not agree that they should pay. The Village because of the lease in place and the RCS because historically Capital Improvements cost are not shared.

Fillbrook made a new motion to have Total Asphalt pave the front & rear parking lots for \$148,300 for our wear and tear and set aside the drive for a future date. Detkowski did not support this motion.

Yes: Fillbrook,

No: Detkowski,

Motion failed

## 6.2 Master Plan

Russell reminded everyone that the next Master Plan meeting would be Thursday, Nov 9 at 5pm at WBRW 8100 Wicker St

## 6.3 Hiring Lawyer – Lease, Agreements & Contracts

Fillbrook made an update on behalf of the commission. He stated that he also spoke to Bob Seibert who is the attorney for both Bruce & Washington Township. Fillbrook stated that contradictory to what Detkowski had stated at the previous meeting, Seibert highly recommended Bob Davis for use by the commission. He also stated that the other local attorneys in the area he looked at all have a conflict of interest with both townships. Detkowski stated that he would call Seibert himself the following day. It was agreed that the topic of lawyer would remain on Unfinished Business until a decision is made.

## 6.4 Grants

Russell stated that she spoke to Chris Hennessy from Fleis & Vandenbrink again who the commission and herself had met with previously about grant opportunities available and future planning and renderings of projects from their company. She stated that Chirs is set up to come to the Thur, Nov 17tj meeting to discuss what they can do for our community and review their contract. This meeting will include what needs to be done to apply for the Spark Grant's first round of the grant applications which is due Dec 15, 2022.

## NEW BUSINESS

### 7.1 Snow & Salt 2022-2023

Russell brought the breakdown of R. White Service contracts for Snow & Salt for 2022-23. A motion was made by Fillbrook and seconded by Detkowski.

Yes: Fillbrook, Detkowski

No: None

Motion carried

### 7.2 Christmas Decorating

Russell included the contract that was forwarded to decorate the Washington Twp Hall. It was discussed and Fillbrook made a motion to pay for \$2,000 of the \$3,165 invoice toward the outside decorations toward our senior center and annual holiday event held at this location. Detkowski seconded the motion.

### 7.3 AED Replacement

The AED Machine Replacements Invoice was discussed (AED: A lifesaving tool used to automatically assist if CPR is needed in an emergency). Russell stated that 3 were needed for the Romeo Community Center Complex because we can no longer get replacement items for them. Detkowski stated that he would only agree to purchasing 2 of the 3 units because the one is located in the South Building. He made a motion to purchase 2 units at \$3,520. Mike agreed so it would not be delayed but noted that he felt all 3 should be included.

Yes: Detkowski, Fillbrook

No: None

Motion carried

#### 7.4 Ice Rink

Russell stated she wanted to put the ice rink at Frontier Town located in Washington on the Main Street for another year because the covered pavilion was not completed by the commission over the past fiscal year. Insurance was discussed and Russell assured the commission that this topic was looked into last year and the same protocol would be done for this fiscal year. . Fillbrook made a motion to put the ice rink at Frontier Town because it's in the center of the townships and worked out we have the assistance from the businesses for the maintenance. Detkowski denied the motion.

Yes: Fillbrook

No: Detkowski

Motion failed

#### 7.5 Plumbing

Russell brought a quote from the plumbing contractor Arron Swift that the department uses for their plumbing issues when they arise. She informed the commission that Swift has been called out 3 times within the last 2 months for jetting, cutting of roots. The contractor stated that after looking at the issue several times with a camera that a portion of the piking needs to be dug up and re-set so there is a bigger pitch. Russell included the quote and due to the incoming weather a motion was made by Fillbrook to allow Arron Swift to fix the problem with the pitch leading out to the substation.

#### 7.6 Articles of Organization

Detkowski is going to make sure that everyone gets a signed and notarized copy of the bylaw agreement.

#### 7.7 Closure for Holiday Cleaning

A motion was made by Fillbrook to allow the Parks & Recreation office and senior centers to close from Dec 19 thru Jan2nd opening back up on Tue, Jan 3, 2023. During this time we will be cleaning, organizing, working on cleaning floors, store rooms & office area. Seconded by Detkowski. Russell added that Meals on Wheels, STAR and Fitness Centers will have individual schedules.

Yes: Fillbrook & Detkowski

No: None

Motion carried

#### REPORTS

Financials were given to each commissioner for review.

To review meeting specifics go to WBRW recording

<https://wbrw.viebit.com/index.php?folder=Parks+and+Rec>

#### ADJOURNMENT:

Motion by Fillbrook, support by Detkowski to adjourn.

Yes: Detkowski, Fillbrook

No: None

Motion Carried



November 9, 2022

Via Email: [russellc@rwbprk.org](mailto:russellc@rwbprk.org)

Clara Russell, Director  
Romeo-Washington-Bruce Parks and Recreation Commission  
361 Morton Street  
Romeo, MI 48065

**RE: Conceptual Planning and Cost Estimate for improvements at Gilcher Crissman Park  
on 29 Mile Road, Washington, MI**

Dear Clara:

Fleis & VandenBrink, Inc. (F&V) is excited to have this opportunity to assist The Romeo Washington Bruce Parks and Recreation Commission (RWBPR) with the conceptual planning of various improvements including a new multi-use, all-inclusive pavilion at the Gilcher Crissman Park located on 29 Mile Road in Washington Township, Macomb County.

We truly appreciate the opportunity to provide our design services to your community and look forward to working with you and the commission to see that a thorough and thoughtful plan for your park is in place for future funding use, design, construction, and ultimately the enjoyment of the community. This proposal has been prepared based on information we gathered in our meeting with you on November 3, 2022. Below is an outline of our understanding of this project, followed by our proposed scope of services and fee.

**PROJECT UNDERSTANDING:**

- 1) The park property is approximately 40 acres with 1,318 foot of frontage on 29 Mile Road.
- 2) The park currently has several soccer fields on each side of the main driveway. A small playground is located to the far west and two ball fields are located on the north end of the park with a detention area located between them.
- 3) A wetland area is in the southwest corner near the playground and a natural vegetative buffer runs along the east boundary adjoining the Charleston Condominium.
- 4) A walking path around the perimeter of the park connects to a pathway system on a private park that is part of the Stratford Subdivision to the north.
- 5) An environmental cleanup was performed years ago in the soccer field area on the east side of the driveway.



9475 Holly Rd, Suite 201  
Grand Blanc, MI 48439  
P: 810.743.9120  
F: 810.771.7860  
[www.fveng.com](http://www.fveng.com)

- 6) As we understand there are several improvements being considered for this park. These improvements include but are not limited to:
  - a. A large pavilion (50' x 100') with bathrooms and warming kitchen
  - b. Increased Parking and improved access
  - c. Splash pad
  - d. Pickle Ball Courts
  - e. A Senior Center
  - f. Secondary restroom, dog park, and volleyball.
- 7) The community is currently undergoing their 5 year parks and recreation plan update so many of these amenities are being talked about and flushed out through this planning process.
- 8) There has also been discussion about adding another entrance on 29 Mile Road to help improve traffic flow and safety access.
- 9) Due to the number of improvements anticipated the project may be phased and should be a consideration during the planning and layout process. Priority amenities at this time include the pavilion and parking.
- 10) The goal is to have a park concept and cost estimate of improvements that can be used for a second round DNR Spark grant, Trust Fund grant, Recreation Passport grant or other local grants and resources.

## SCOPE OF SERVICES:

Based on our understanding of the project we have developed the following scope of services and fees to assist with the RWBPR with the initial phases of this project:

### A) CONCEPTUAL PLANNING AND COST ESTIMATE:

- 1) Gather documentation from available records related to the existing park property. The base map for the plan will utilize the existing County GIS data and other available records.
- 2) We will meet with the Parks and Recreation Commission members to review the project requirements, work scope, and schedule. At the discretion of the RWBPRC, the meeting can be attended by others such as various Township Board members, recreation enthusiasts, community leaders, property owners and general public. The goal of this meeting is to gather input to help identify key issues, establish goals and objectives, and establish a consensus of park improvements to be included in the plan.
- 3) Prepare one preliminary design concept based on the results and direction of the kick off meeting showing existing features and proposed improvements.
- 4) Review the preliminary concept with the Commission (Meeting #2) and adjust the plan as needed.
- 5) Develop project quantities and prepare a cost estimate for the proposed improvements. The cost estimate will be used to refine the project scope and identify potential phasing of improvements.
- 6) Finalize the conceptual plan based on the adjusted cost estimate.
- 7) Provide copies of the concept plan and cost estimate in electronic (PDF) format.

### OPTIONAL ITEM: COLOR RENDERINGS:

Since this project is based significantly on public engagement and is anticipated to require funding from outside sources, such as DNR or local resources, we can prepare colored renderings of the final concept as an optional service. Renderings are extremely helpful when presenting a project to those with an untrained eye, particularly 3d views that provide a realistic view of the final project from

various vantage points. This item is not required but encouraged if you plan to further engage the public or seek outside funding.

- 1) Prepare a colored 2d plan view of the final concept layout
- 2) Prepare two 3 dimensional colored renderings from two different vantage points.
- 3) Provide copies in electronic (PDF) format.

## PROFESSIONAL FEES

Phase	Lump Sum Fee
<b>A) CONCEPTUAL PLANNING AND COST ESTIMATE</b>	<b>\$12,500 *</b>
Optional: Colored Renderings	\$3,500
Total Lump Sum Fee	16,000*

\* Plus reimbursable expenses

*Please note: the above scope and fee does not include a boundary or topographic survey, geotechnical review, environmental or wetland review, site plan or construction drawings, construction staking, or meeting attendance not mentioned above. If required or requested, these services can be provided when authorized. \*Reimbursable expenses include copies, postage, mileage, and equipment.*

For reference, we've also attached a few of our project experience sheets that demonstrate our ability to meet the needs of the community and goals of your project. We are happy to provide additional information about our firm and our team, if requested.

Once again, thank you Clara for the opportunity to assist the Washington-Romeo-Bruce Parks and Recreation Commission toward a meaningful and successful community project. If this proposal meets your approval, we will send you our Professional Services Agreement (PSA) for your authorization for us to proceed. Please feel free to contact us if you have any questions, comments, or need additional information.

Sincerely,

FLEIS & VANDENBRINK

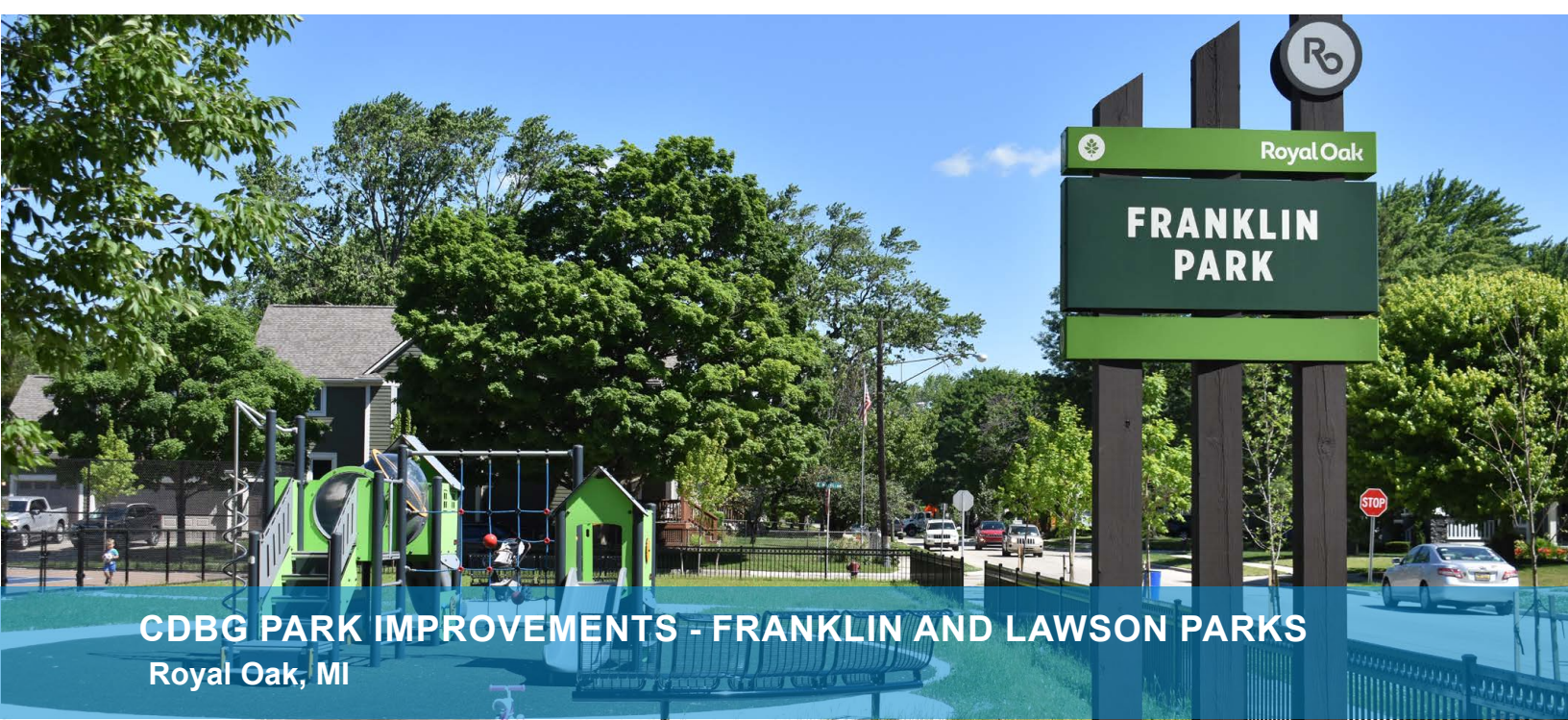
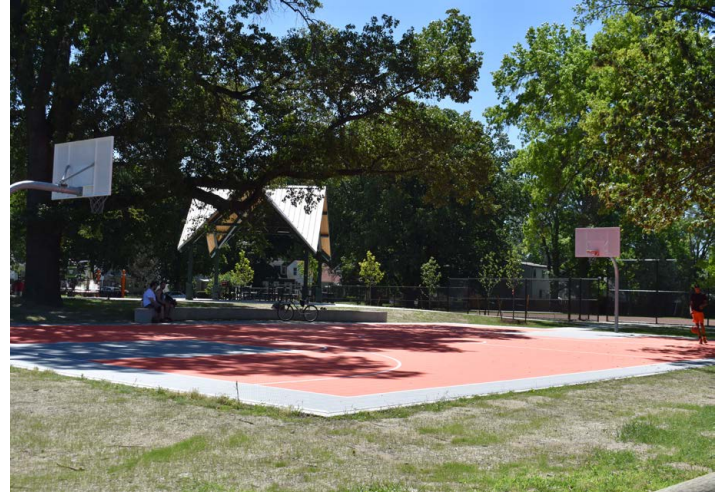
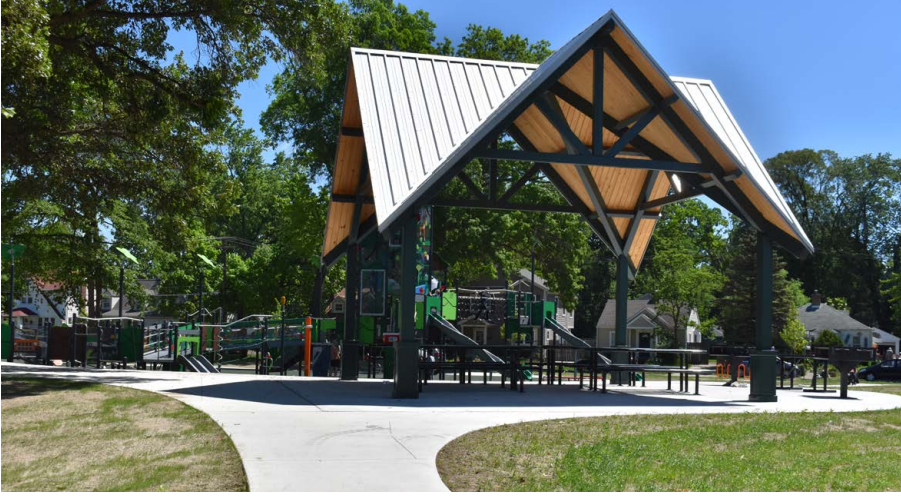


Lisa Easterwood, ASLA, CST  
Project Manager



Chris Hennessy  
Business Development





## CDBG PARK IMPROVEMENTS - FRANKLIN AND LAWSON PARKS

Royal Oak, MI

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### PROJECT INFORMATION

Date Completed: 2021

Construction Cost: \$1,915,000

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The City received funding through the Community Development Block Grant (CDBG) program to benefit residents of low and moderate income and developed a strategy to invest the annual funds in parks and recreation facility improvements. Franklin and Lawson Parks, two of the city's oldest parks, were selected for many recreational improvements and amenities including south end diverters.

F&V provided design, bidding and construction engineering services for the Lawson Park improvements that included playground and pavilion structures, outdoor exercise equipment, a basketball court with an innovative new court surface and baseball field updates with new fencing and benches. Franklin Park upgrades include a playground structure, new tennis court, sand box, swings and benches.

The improvements, which were a long time coming according to city officials, have provided new and improved recreational opportunities for neighborhood facilities in low to moderate income areas of the city for the next decade or two.





## BOAT LAUNCH PARK AND TRAILHEAD IMPROVEMENTS

Saranac, MI

### PROJECT INFORMATION

Construction Completed: Summer 2019  
Construction Cost: \$259,500

### FUNDING

MDNR-Trust Fund Grant: \$181,500

The Village of Saranac had plans on improving trail facilities and water access on a 2-acre site adjacent to the Boat Launch Park along the Fred Meijer Grand River Trail. The Village applied for and received a Michigan Natural Resources Trust Fund (MNRTF) grant to develop and construct a trailhead parking lot, a restroom/pavilion building and universally accessible trail connections, parking and fishing pier.

F&V assisted the Village with conceptual design stage development grant application preparation, topographical survey, design engineering, EGLE permitting (construction in the floodway/floodplain), bidding and construction engineering.

The Village improved recreational facilities and provided access and parking for boats and kayaks to the Grand River and a family-oriented, user-friendly staging area for all trail enthusiasts.





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## PROJECT INFORMATION

Construction Completed: 2021

Construction Costs: \$550,000

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William Toan Park, a riverside park in the City of Portland's historic downtown area, had served City and area residents well for decades, but needed renovating. The Portland Downtown Development Authority (DDA) and City of Portland made plans to revitalize the 1.5-acre parcel and the DDA started a fundraising campaign.

The project included relocation of more modern playground equipment already in the park, replacement of outdated equipment, constructing a new splash pad, shaded seating, a river overlook structure, a community fireplace, sidewalk connectors, landscaping improvements and related work.

F&V assisted the City and DDA in planning, design and construction engineering for the extensive renovation project.

The revitalization project has made Toan Park a great place for anyone of any age and includes a coveted splash pad that came up time and again on park and recreation surveys – the only one within 30 miles east or west of the City.





## MULTI-SPORT PARK IMPROVEMENTS

### Yankee Springs, MI

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#### PROJECT INFORMATION

Date Completed: 2011

Construction Cost: \$71,100

#### REFERENCE

Mike Cunningham

269.795.9091

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The Yankee Springs Township Community Park is a neighborhood-type park. It consists of a 9.5 acre parcel with picnic tables, a half-mile walking path, a multi-sport court for tennis, pickleball with half-court basketball, a softball diamond, a soccer field, and a paved parking area. In 2009, a large octagonal open-sided, metal-roofed pavilion was constructed with DNR grant funds to provide shelter from rain and sun.

The goal of the Yankee Springs Township Board was to improve and conclude construction of its Township Community Park for its residents and visitors. The Board envisions a Community Park where children and adults can socialize and participate in athletic activities, families can enjoy picnic meals, and residents can enjoy health benefits from both the athletics as well as a system of paved walking paths. An added benefit will be the occasional opportunity to watch wildlife and enjoy the beauty of the park's naturalized plantings, woods and wetland.

F&V provided design engineering and administration services for the work included the 116'x120' Multi-sports court for tennis, basketball, and pickleball. Project includes site grading, HMA paving, equipment installation, chain link fencing, court striping, surface restoration, and related work.





## NORTHEAST PARKING LOT IMPROVEMENTS

Fremont, MI

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### PROJECT INFORMATION

Date Completed: 2007

Construction Cost: \$1.1 Million

### PROJECT HIGHLIGHTS

Parking Lot Reconstruction

Utility Improvements

Decorative Paving

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The City of Fremont was seeking a comprehensive approach to answer the above questions by exploring the various factors that make up a successful Farmers Market through a deliberate and facilitated process.

Assisting the City through this process, our staff reviewed alternative sites, obtained feedback from DDA merchants, marketplace vendors and City staff to provide design and construction management services for the Central Business District - 80 space parking lot and adjacent site for the Fremont Marketplace and in the process, established streetscape elements for all future City projects.

Final project elements included parking lot reconstruction, utility improvements, decorative site lighting, decorative stamped concrete paving in alleyway, landscaping, design of a 5,400 square foot Marketplace multi-use structure, restroom building, irrigation, decorative site amenities and enclosed trash area. Project budget for Phase 1 was \$1.1-million and funded by DDA funds. Combined, Phase 2 and Phase 3 are projected at approximately \$2-million.





## PICKLEBALL COURT REHABILITATION

### Hart, MI

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#### PROJECT INFORMATION

Date Completed: 2015

#### REFERENCE

Vicki Platt  
231.873.2488

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Officials for the City of Hart were looking for ways to improve recreational opportunities at John Gurney Park. At the same time, a growing number of local pickleball enthusiasts were hoping to find an outdoor venue in Oceana County to finally put their game on display. Both the city officials and the county pickleball players got their wish at about a third of the cost of building new pickleball courts.

F&V was in the process of developing a five-year Parks and Recreation Plan for the City of Hart when it was asked what could be done with two little-used, dilapidated tennis courts. Instead of scrapping the courts and building two new ones, F&V advised the city to rehab the concrete surface and turn it into twice as many pickleball courts and prepared the cost estimates. The resurfacing and conversion project by Racquet Sports in Comstock cost the city about \$30,000.

Now the 20 acre park on Hart Lake has a flurry of activity on the new pickleball courts - the first public courts in the county. City officials have hailed the new courts "as a great reuse project."





## HEMLOCK PARK SPLASH PAD

Big Rapids, MI

### PROJECT INFORMATION

Date Completed: Ant. 2023

Construction Cost: TBA

### REFERENCE

Mark Gifford, City Manager

P. 231.592.4020

City officials, with fundraising support from a citizens group, wanted to continue enhancing recreational opportunities at Hemlock Park with a multi-age splash pad. The city, with financial support from the community completed a project in 2022 that included refurbishing existing tennis courts and construction of basketball and pickleball courts and a barrier-free kayak launch. The city also received a Michigan Department of Natural Resources Trust Fund (MDNRTF) grant to help construct the new 5,200 sq. ft. hourglass shaped water feature.

F&V is providing design topographic survey, permitting and design engineering services for the improvements project north and south of Mitchell Creek on City and Big Rapids Public School District property.

The splash pad is within 100' of a large parking lot, permanent bathroom structure, and the park's pavilion. The water feature will also provide a refreshing recreational opportunity for all ages in a safe environment.





## PROJECT INFORMATION

Date Completed: Spring 2022  
Construction Cost: Est. \$600,000  
MDNR Land & Water: \$300,000

## REFERENCE

Brady Selner  
231.861.4400

The Village of Shelby received a MDNR Land & Water Conservation Fund grant of \$300,000 to upgrade Getty Park. The park has fallen to disrepair and in need of some major upgrades and new life.

Improvements to the park will include new tennis court, basketball court and pickleball court, upgrade the restroom building to meet ADA requirements and convert part of the existing building to a picnic shelter, new playground equipment, concrete walks, site lighting, and additional parking.

F&V is currently providing design engineering, and will assist with surveying, bidding, and construction engineering & observation for the project, which is anticipated to be completed in the Spring of 2022.

The project will bring new life into this youth-favored park with the restored courts & restroom facilities, and the new additions of a pickleball court, picnic shelters, and open play fields.





## COLDWATER TOWNSHIP SUSTAINABLE PARK

Coldwater, MI

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### PROJECT INFORMATION

Project Cost: \$545,000  
MNRTF: \$532,000

### PROJECTS HIGHLIGHTS

Sustainability  
Green Roof and Porous Walks  
Native Prairie Grass Restoration

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F&V provided grant writing and design assistance on the township's primary park facility located on five acres adjacent to the township hall. Sustainable elements of the project included retaining all storm water runoff on site with the use of native plants, in two large rain gardens. Over half of the five acre site was replanted with a native grass prairie mix. Circling through the prairie grass areas is a porous walk surface to minimize storm water run-off. Lastly, the new restroom building was designed with water-efficient fixtures and features a green roof to capture any rainwater that falls on the structure.

Other park elements include an oval lawn area for music in the park, ADA raised sand table and play area, ADA accessible walks, picnic pavilion with metal standing seam roof, picnic cabanas, grills and other site furnishings. The project also incorporates an educational signage component where local high school environmental science students can learn about the concepts and details for the park. They will learn about urban storm water runoff issues and help develop a "living classroom" pocket park for both the cultural and historic background of the Region.





## YMCA CAMP COPNECONIC HEALTH AND WELLNESS CENTER

Grand Blanc Township, MI

### PROJECT INFORMATION

Date Completed: 2013

Construction Cost: \$3,000,000

### HIGHLIGHT

Multi-jurisdictional coordination

The YMCA Camp Copneconic is a year round camp and retreat center that serves thousands of families throughout Michigan. Located over four townships, this 700 acre site offers a beautiful natural environment, as well as modern facilities and a variety of camp and enrichment programs.

Recognizing that a fun camping experience should be available to all, the YMCA embarked on a project that would allow those requiring special medical needs such as chemotherapy or dialysis, the ability to participate in new outdoor adventures, various camp programs, and enjoy social interaction within a natural setting for a true camping experience.

F&V provided site planning and design services for a 12,300 square foot Health and Wellness Center situated within the existing camp. Services included topographic survey, conceptual planning and final site design for grading, utility services, and landscape design, processing plans for approvals and permitting, construction staking, and construction engineering. Key site design elements included an ADA accessible patio/terrace and lower level walkout overlooking Copneconic Lake, as well as an ADA accessible pathway connecting to other camp facilities.



LeClerc Display Co. Inc.  
Established 1964

# Lease

Holiday Lights and Decorations  
for Cities and Shopping Centers

Date: 9/7/2022  
INVOICE # 2223

SAM PREVITI

Washington Twp.  
57900 Van Dyke Rd.  
Washington, MI 48094

previtis@washingtontwpmi.org

Line #	Quantity	Description	Unit Price	Line Total
1	3	4.5' Zig-Zag Tree lighted with LED with a garland pole wrap	165.00	495.00
2	3	3' Snowflakes silhouette lighted with LED bulbs (cool white) with a garland pole wrap.	140.00	420.00
2	40'	Roofline lighting LED bulbs (cool white) clipped on entry-way peak	7.00	280.00
3	100'	Roofline lighting LED bulbs (cool white) clipped on gutters north and south of peak	6.50	650.00
5	1	5' Wreath lighted with LED blubs, installed on entryway peak	400.00	400.00
6	20	Yew bushes decorated with 200 LED mini-lights (cool white)	46.00	920.00
Rental, Installation, Maintenance and Removal				
Payment Due: 12/10/2022				
Subtotal				3,165.00
Sales Tax				0.00
Total				\$3,165.00

Upon acceptance of this lease by LeClerc Display Co. Inc. (Lessor), the undersigned (Lessee) leases the above described property from lesser upon the following terms: One season lease.

Signed by: Sam Barbey Lessor LeClerc Display Co. Inc.

Signed by: \_\_\_\_\_ Lessee

Print Name and Title: \_\_\_\_\_

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

*Thank you for your business!*

LeClerc Display Co. Inc. 7181 Earhart Rd, Ann Arbor, MI 48105 Phone 248-496-2845



**INTERLOCAL AGREEMENT ESTABLISHING  
WASHINGTON, BRUCE AND ROMEO PARKS & RECREATION COMMISSION**

**THIS INTERLOCAL AGREEMENT** ("Agreement") executed on the 17 day of August, 2022, by and between the Charter Township of Washington, a Michigan municipal corporation ("Washington Township"), whose offices are located at 57900 Van Dyke, Washington Township, MI 48094 and the Township of Bruce, a Michigan municipal corporation ("Bruce Township"), whose offices are located at 223 East Gates, Romeo, MI 48065.

**WITNESSETH:**

**WHEREAS**, Washington Township is a Michigan municipal corporation incorporated pursuant to and in accordance with the statutes and constitution of the State of Michigan; and

**WHEREAS**, Bruce Township is a Michigan municipal corporation incorporated pursuant to and in accordance with the statutes and constitution of the State of Michigan; and

**WHEREAS**, Act 156 of 1917 ("Act 156") expressly authorizes townships to operate systems of public recreation and playgrounds, to acquire, equip and maintain lands, buildings and other recreational facilities, employ a superintendent of recreation and assistants and vote and expend funds for the operation of such systems; and

**WHEREAS**, Act 156 specifically provides that any township may operate a system of recreation independently or may cooperate in its conduct in any manner in which townships may mutually agree and may delegate the operation of the system to a recreation board created by one or more townships; and

**WHEREAS**, on March 26, 1986 Washington Township and Bruce Township adopted Articles of Organization creating the Washington-Bruce Parks & Recreation Commission. The Articles of Incorporation established a Board of Commissioners, set forth the powers of the Commission as well as its duties and provided for the joint planning of recreational activities in the Townships; and

**WHEREAS**, Washington Township and Bruce Township have continued to jointly provide for parks and recreation since March 26, 1986; and

**WHEREAS**, the Urban Cooperation Act of 1967, being Act 7 of the Public Acts of 1967, as amended, ("UCA") authorizes two or more public agencies, including townships, to enter into an interlocal agreement pursuant to the terms of which they may agree to

exercise jointly any power, privilege or authority that the agency shares in common and that each might exercise separately; and

**WHEREAS**, Section 7 of the UCA expressly provides that an interlocal agreement may provide for a separate legal entity to administer or execute the agreement which may be a commission, board, or council constituted pursuant to the agreement. Section 7 further provides that the separate legal entity created pursuant to the terms of an interlocal agreement shall be a public body, corporate or politic for purposes of the Act.; and

**WHEREAS**, Washington Township and Bruce Township agree that the execution of this Agreement to create the Washington, Bruce and Romeo Parks & Recreation Commission as a legal entity pursuant to the UCA will best serve the interests and needs of each community and better utilize the joint resources of each Township for providing quality parks and recreation programs to their residents.

**NOW, THEREFORE**, Washington Township and Bruce Township hereby enter into this Agreement pursuant to the authority of Resolutions duly adopted by their respective legislative bodies and hereby agree as follows:

1. **ESTABLISHMENT OF COMMISSION**

The parties hereby establish the Washington, Bruce and Romeo Parks & Recreation Commission ("Commission") as a separate legal entity and corporate public body as provided in Section 7 of the UCA.

2. **PURPOSE AND OBJECTIVES**

The Commission is established for the purpose of providing quality parks and recreation programs, transportation, facilities and services to residents of Washington and Bruce Townships and promoting citizen involvement in parks and recreation programs and activities. The Commission seeks to attract and encourage participation from all age groups within the communities to provide recreational services and opportunities for all residents. In addition, the Townships believe that the establishment of the Commission can best advance the following joint objectives:

- (a) Increasing youth, senior and community access to recreational facilities and grounds;
- (b) Effectively and efficiently manage the use of the Townships' facilities and grounds for the benefit of all residents within the Townships;
- (c) Encouraging joint use of the Townships' respective facilities and grounds to provide effective services to their residents; and
- (d) Developing a unified approach to serving the communities' recreation needs and to cooperatively maintain recreational facilities and grounds.



### 3. **POWERS**

The Commission shall have all of the powers necessary to effect any purpose for which it is formed and which are necessary to implement the purposes, objectives and provisions of this Agreement, including the following:

- (a) Accept conveyances of personal property from any other governmental unit or from private third parties;
- (b) To sue and be sued in its own name;
- (c) Enter into contracts and other instruments necessary, incidental or convenient to the performance of his duties;
- (d) Solicit and accept donations, grants, labor, loans and any other aid from any person or governmental agency or political subdivision of the state;
- (e) Procure insurance against loss in connection with the property, assets or activities of the Commission;
- (f) Contract for goods and services and engage personnel as necessary and engage the services of consultants, legal counsel, engineers, accountants and auditors for rendering personal financial assistance.
- (g) Develop and prepare reports and plans the Commission considers necessary to assist it in the exercise of its powers under this Agreement and do all other things necessary or convenient to achieve the objectives and purposes of the Commission that relate to the purpose and responsibility of the Commission.

The Commission shall not possess the power or authority to:

- (a) Contract for or expend Commission funds to improve or install capital improvements on private property;
- (b) To acquire or own real property;
- (c) To levy any type of tax;
- (d) To issue any type of bond;
- (e) To incur debt on behalf of Bruce Township or Washington Township.

#### 4. **ORGANIZATION**

##### 4.1 **Composition of Commission**

Upon execution of this Agreement, the Commission shall consist of all members currently serving as the Board of Commissioners pursuant to the March 26, 1986 Articles of Organization. Within one (1) year of execution of this Agreement, the Commission members, alternates, and Parks & Recreation Director ("Director") shall, by receipt of applications and interviews of potential candidates, select new Commissioners for the Commission consistent with the terms of this Agreement. All appointments to the Commission shall be made by a majority vote of the existing Commission members, alternates and the Director. These appointments may include one (1) elected official from Bruce Township and one (1) elected official from Washington Township. A total of five (5) appointments will be made with three (3) appointments being Washington Township residents and two (2) appointments being Bruce Township residents. The selection of the new Commissioners shall be reviewed and ratified by Bruce Township and Washington Township Boards of Trustees. Commission members shall serve for an initial two (2) year term and one (1) two year extension as set forth in Section 4.3 of this Agreement.

Subsequent to the expiration of the initial term of the new Commission members and alternates as set forth above, the Boards of Trustees of Bruce and Washington Townships shall select replacement members and alternates of the Commission. Any resident residing south of 32 Mile Road in the Village of Romeo shall be considered a Washington Township resident; any resident residing north of 32 Mile Road in the Village of Romeo shall be considered a Bruce Township resident. Those residents may be considered for appointment to the Commission.

Bruce Township and Washington Township shall each appoint one (1) alternate to serve on the Commission when the appointed Commission member is unable to attend a meeting. Alternate members of the Commission may vote at the meeting at which they are selected to attend. Alternates are recommended to attend all Commission meetings but such attendance is not required.

##### 4.2 **Compensation**

Members appointed to the Commission as well as alternates shall serve without compensation.

##### 4.3 **Commission Member Terms**

The length of terms for each member of the Commission shall be based on a staggered term. Terms will be staggered one, two and three years as determined by the Washington Township Board of Trustees and staggered one and two years for the Bruce Township Board of Trustees. The staggered terms will be assigned to the individuals at the time of appointment by the Townships.

#### 4.4 **Voting**

Only Commission members may vote at a meeting. Alternates may vote only when they are appearing in the absence of a regular-appointed Commission member. The Director shall have no vote. A decision of the Commission will be determined by a majority vote of a duly constituted quorum of the Commission.

#### 4.5 **Absences**

No member of the Commission shall accumulate more than four (4) absences from meetings on an annual basis. In the event of absences in excess of four (4) annually, for reasons other than personal illness, death of an immediate family member, military duty or other unusual circumstances, the Commission member shall be recommended for removal from the Commission by vote of the Township Board appointing the Commission member. Termination of a Commission member must be reported to both Boards of Trustees immediately after the termination with an explanation of the basis for the termination.

#### 4.6 **Vacancy, Replacement and Removal of Commission Members**

In the event of a vacancy on the Commission, the vacancy shall be filled for the unexpired term of the Commission member in the same manner as provided for in the original appointment. The new Commission member shall hold office for the remainder of the unexpired term of the Commissioner vacancy.

A Commission member, including an alternate, may be removed from the Commission for misfeasance, malfeasance, or nonfeasance after a hearing and by a majority vote of each Township Board.

#### 4.7 **Responsibilities of Commissioners**

Commission members shall act pursuant to and in accordance with the terms of this Agreement and shall:

- (a) Abide by the applicable ordinances of the Townships of Bruce and Washington;
- (b) Act in an advisory capacity to the Boards of Trustees for the Township of Bruce and Washington and Parks & Recreation staff;
- (c) Recommend policies to govern the operation and programs of Parks & Recreation;
- (d) Assist in planning and provide guidance for the expansion of Parks & Recreation facilities;

- (e) Assist in interpreting the policies and functions of Parks & Recreation to the public;
- (f) Encourage the development and advancement of Parks & Recreation; and
- (g) Ensure that any hired contractor by Parks & Recreation is competitive in price and is capable of completing the work assigned to them.

#### 4.8 **Selection of Officers**

The officers of the Commission shall be a Chairperson, Vice-Chairperson, Secretary and Treasurer. Officers shall be selected by a majority vote of the Commission and serve a one (1) year term as set forth in this Agreement.

##### (a) **Chairperson**

The Chairperson shall preside over all meetings, appoint committees with the approval of Commission, call special meetings with the support of one additional Commissioner, be the liaison to the Bruce Township and Washington Township Boards of Trustees and Director and shall ensure that proper procedures are adopted by the Commission.

##### (b) **Vice-Chairperson**

The Vice-Chairperson shall perform all duties of the Chairperson during his or her absence. In the absence of both the Chairperson and the Vice-Chairperson at a Commission meeting, the Commission members shall elect a Chairperson Pro-Tempore who shall perform the duties of the Chairperson for that meeting. The Vice-Chairperson shall be charged with the responsibility of assuring that all standing and temporary committees function as provided by the Commission.

##### (c) **Secretary**

The Secretary shall have custody of all public records of the Commission including all writings prepared, owned, used, in the possession of or retrained by the Commission in the performance of its official function. All records must be kept in a safe and secure location. All public records of the Commission are subject to the Michigan Freedom of Information Act, being Act 442 of 1976, as amended. The Secretary shall cause notice of all regular meetings of the Commission to be posted at least 48 hours prior to a regular meeting and 18 hours prior to any special meeting of the Commission. A public notice of a Commission meeting shall state the date, time and place of the meeting and be posted in a prominent and conspicuous place at both the Bruce Township and Washington Township principal offices, the parks and recreation website, websites for both Townships and all social media platforms approved by the Commission. All minutes and agenda for Commission meetings shall be posted on the parks and recreation website. The

Secretary shall be responsible for the preparation of the agenda with the approval of elected officers on the Commission.

(d) **Treasurer**

The Treasurer shall present all financial reports quarterly to the Commission in writing including details with respect to all investments of the Commission. The reports shall also be provided to the Bruce Township and Washington Township Boards of Trustees and included in all Board meeting packets. The Treasurer shall serve as the Commission liaison to address all financial issues, audits and bookkeeping practices to review and report to the Commission.

All deposits of Commission funds shall be placed in an FDIC insured bank. All checks must be signed by two (2) signers as set forth below. Signers on the accounts must be the Chairperson, Treasurer and one (1) Commissioner representing each Township. The Commission checkbooks shall be open to review by any of the approved signers upon request. All investments by the Commission must comply with all of the requirements of Act 20, Public Acts of 1943, as amended. The Commission shall adopt a written investment policy consistent with Act 20 and such policy shall be submitted to and approved by both Boards of Trustees of Washington and Bruce Townships. The investment policy must be reviewed and approved every four (4) years by the Boards of Trustees of Washington and Bruce Townships.

5. **PARKS & RECREATION DIRECTOR**

The current Director of Parks and Recreation appointed pursuant to the March 26, 1986 Articles of Incorporation shall assume all responsibilities as Parks & Recreation Director. The Director shall act pursuant to the direction of the Commission. The Director's duties shall include, but not be limited to, the following:

- (A) Prepare and recommend short-term and long-range plans to meet the recreational needs of Washington Township and Bruce Township.
- (B) Plan, organize, promote and direct the development and organization of recreational activities to meet the needs of the residents of Washington and Bruce Townships.
- (C) Recruit, interview and train coaches and volunteers and determine their duties, responsibility and performance standards.
- (D) Ensure that space and facilities are available and in proper condition for all recreational activities.
- (E) Prepare and disseminate information regarding the programs, facilities and activities provided by the Commission.

- (F) Make public presentations to the Washington Township and Bruce Township Boards of Trustees and the Commission regarding the planning and operation of parks and recreation.
- (G) Participate and assume responsibility for the preparation of the annual parks and recreation budget.
- (H) Assure adherence to all policies, procedures and recordkeeping systems for all parks and recreation programs and activities.
- (I) Inform and explain the organization, responsibilities, working relations and objectives of the parks and recreation program to the Commission.
- (J) Create and/or update the existing Master Plan, measure and report progress against the Master Plan annually. The Master Plan shall be reviewed and updated every five (5) years.

Within ninety (90) days from the date of execution of this Agreement, the Commission shall create a job description for the position of Director. Within one (1) year from the execution of this Agreement, the Commission and Director will execute an employment agreement setting forth the terms, conditions and compensation relating to the Director's duties and responsibilities, including the Director job description referenced above. Such duties will include Director obligations to provide knowledge transfer to the in-coming new Director in the event of termination.

The Director shall, on a quarterly basis, schedule and attend Washington Township and Bruce Township Boards of Trustees meetings to report on the current operation of the parks and recreation program including, but not limited to, the following:

- (a) The financial status of the program.
- (b) The projects which have been completed and those which are being initiated in the fiscal year.
- (c) The program's compliance with state and federal laws and regulations.
- (d) Strategic plans for the program and its impact on both Townships.
- (e) Explanation of the budget, budget amendments, and the proposed budget for the upcoming fiscal year.
- (f) Address all budget concerns, difficulties and items which are or may be over budget for the fiscal year.

- (g) Report on employee status, current and future employment needs and related issues.
- (h) Description of all current short-term and long-term parks and recreation program projects.
- (i) Capital plans and proposed expenditures.
- (j) Report regarding program adherence to the parks and recreation master plan.

The Director shall prepare a summary written report of all of the items set forth above and submit the report to each of the Township Boards at the quarterly presentation.

#### **6. MEETINGS OF THE COMMISSION**

All regularly-scheduled meetings of the Commission shall be held on the third Thursday of every month during the year, unless otherwise modified by the Commission. The Commission shall be deemed a public body pursuant to Section 2(a) of the Michigan Open Meetings Act, being Act 267 of 1976, as amended ("OMA"). All meetings of the Commission shall be held in strict compliance with the OMA. In addition, all subcommittees appointed by the Commission shall be required to comply with all of the provisions of the OMA. The location of Commission meetings shall rotate on an annual basis between Washington Township and Bruce Township.

Three (3) members of the Commission shall constitute a quorum for purposes of a meeting so long as one of the members is from Bruce Township. In-person attendance at Commission meetings shall be required absent express provisions in the OMA which would permit remote attendance. The majority of the members present at a duly constituted meeting of the Commission shall have full authority to conduct business.

The Commission shall establish the rules of procedure for all Commission meetings and majority vote of the Commission.

#### **7. FISCAL YEAR AND ANNUAL BUDGET**

The fiscal year of the Commission shall be from April 1 through March 31. The Director and Commission shall develop and recommend to the Boards of Trustees of Bruce and Washington Townships an annual budget sufficient to finance the programs of the Commission. The proposed budget shall be submitted by the Commission to the Boards of Trustees on or before January 31 of each fiscal year. The budget of the Commission shall not become effective until approved by the Boards of Washington and Bruce Townships. All budget amendments must be approved by both Washington Township and Bruce Township.

8. **FUNDING**

Washington Township and Bruce Township currently collect funds for the operation of parks and recreation programs through millages approved by the respective voters in each community. Washington Township and Bruce Township agree to each contribute 100% of all funds collected from their respective parks and recreation millages to the Commission. Washington Township and Bruce Township agree to each submit identical millage proposals, including millage rates, to their respective electors during the term of this Agreement.

9. **EFFECTIVE DATE**

This Agreement shall become effective upon execution by both parties. Upon execution, the Agreement shall be filed with the Macomb County Clerk and Michigan Secretary of State pursuant to Section 10(4) of the UCA.

10. **TERM**

This Agreement shall remain in full force and effect for a period of two (2) years from effective date set forth in Section 9 of this Agreement. The Agreement shall automatically renew for an additional two (2) year period unless either Washington Township or Bruce Township notifies the other in writing at least ninety (90) days prior to the date of expiration of the first two (2) year term that it will not agree to an extension. In such an event, this Agreement will terminate two (2) years subsequent to its effective date.

This Agreement shall terminate in the event either Washington Township or Bruce Township voters do not renew their respective parks and recreation millages.

11. **DISSOLUTION**

The Commission shall dissolve and its affairs shall be wound up upon termination of this Agreement. Upon dissolution, the Commission shall cease carrying on its business and affairs and shall prepare and issue a final report, including a final audit to each Township. Upon dissolution of the Commission, all outstanding debts and liabilities shall be paid and satisfied in full. All assets remaining after the payment of debts and liabilities shall be divided between Bruce Township and Washington Township based on each Township's annual mean average contribution percentage to the Commission over the prior five (5) year period. Each Township shall receive a distribution of the Commission's assets based on the following formula expressed as a percentage:

$$\text{Total Commission Assets} \times \frac{\text{Township's Mean Average Contribution}}{\text{Total of Both Townships' Mean Average Contribution}}$$



12. **TRANSFER OF ASSETS**

All assets of the Washington-Bruce Parks and Recreation Commission created pursuant to the March 26, 1986 Article of Incorporation shall be transferred to the Commission within ninety (90) days of the effective date of this Agreement.

13. **MISCELLANEOUS**

(a) **Notices**

Any notice, request, certificate, or other communication required or permitted hereunder shall be given in writing and shall be effective when received if delivered personally, or one (1) business day after being delivered to a reputable overnight delivery service properly addressed, or five (5) business days after being deposited in the United States mail by certified mail, prepaid and properly addressed.

(b) **Entire Agreement**

This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and all prior or contemporaneous agreements or understanding with respect hereto shall be deemed merged into this Agreement. Upon execution of this Agreement, the March 26, 1986 Articles of Organization creating the Washington-Bruce Parks & Recreation Commission are rescinded in their entirety and shall be of no further force or effect.

(c) **No Oral Amendments or Modifications**

No amendments, waivers or modifications hereof shall be made or deemed to have been made unless in writing and executed by the parties hereto.

(d) **Severability**

If any provision of this Agreement shall be declared invalid, illegal or unenforceable by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby and this Agreement shall be construed as if that provision were not contained in the Agreement.

(e) **Applicable Law**

This Agreement shall be interpreted and enforced according to the laws of the State of Michigan.

(f) **No Third Party Reliance**

Nothing contained in this Agreement is intended or shall be construed to confer upon or give any person or entity other than the parties hereto, any right, remedy or claim



Amie L. Kregar  
Amie L. Kregar

Susan Kraft  
By: Susan Kraft  
Its: Clerk

State of Michigan )  
                                  )ss  
County of Macomb)

The foregoing instrument was acknowledged before me this 23rd day of August, 2022 by Mike Fillbrook, Supervisor, and Susan Kraft, Clerk on behalf of the Township of Bruce.

Dorothy Sochowicz  
Macomb, Notary Public  
County, Michigan  
My Commission Expires: 10-25-24  
Acting in Macomb County

DOROTHY SOCHOWICZ  
NOTARY PUBLIC, STATE OF MI  
COUNTY OF MACOMB  
MY COMMISSION EXPIRES Oct 25, 2024  
ACTING IN COUNTY OF Macomb



Jan-Pro Detroit  
15565 Northland Drive Suite 503 W • Southfield, MI 48075 • 248.936.0300 • [www.janprodetroit.com](http://www.janprodetroit.com)



### SPECIAL CLEANING AGREEMENT

**CLIENT:** RWB Parks & Rec Dept.

**CLEANING LOCATION:** 57900 Van Dyke  
Washington, MI 48094

**DESCRIPTION OF CLEANABLE AREA:** Entire Building

**START DATE:** We are happy to schedule your service as soon as we receive the signed contract

#### TYPE OF SERVICE & PRICING

- ☐ **Floorcare Services** **\$4,400 Per Service**
- ☐ Strip & Wax (all Vinyl Flooring)
  - ☐ Top Scrub (Dance Floor)

**PAYMENT TERMS: (Choose on next page)**

**Current Regular Service Customers** are eligible for the same payment terms indicated in their regular service contract.

**New or Single Service Customers** may prepay by check or setup an automatic bank withdrawal.

#### OTHER CONDITIONS

*By executing this Agreement, the parties agree to be bound by these terms and the conditions set forth in the accompanying Cleaning Agreement.*

INITIAL: \_\_\_\_\_  
Page 1 of :



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### SIGNATURE CLEANING AGREEMENT

(Please Check One)

- ☐ **Current Customer** Jan-Pro will process your invoice as usual.
- ☐ **Prepayment by Check** Jan-Pro will accept payment before the service is performed if you would prefer to pay by check.



**A KLEIN COMPANY**  
COMMERCIAL & INDUSTRIAL SERVICE

**Specification Sheet #985  
Washington Twp Senior Center**

**VCT Floor Stripping and Refinishing:**

1. Movable items must be removed from the areas to be cleaned by client personnel prior to start of the cleaning process.
2. Apply a finish emulsifier to the tile. We will mix the solution according to the manufacturer's directions for heavy duty stripping.
3. Machine scrub floor to remove old finish and dirt.  
We will scrub the floor a maximum of 2 times. Old Rust, paint, yellow wear patterns, etc. may not be removed. Paint can be scraped off the floor but will be billed at an additional \$65.00 per man, per hour.
4. Pay special attention to corners and edges.
5. Vacuum slurry.
6. Rinse with water and a neutralizer.
7. Apply 4 coats of floor finish on VCT.
8. We may move additional objects and they may be left off the floor to ensure complete floor drying.
9. **Tile areas will not be usable during the cleaning process.**
10. Client to provide a water source.

**\$4,238.00 VCT Floor Stripping and Refinishing - Jade Room and Adjoining Restroom, Emerald Room, Opal Room, Ruby Room, Front Hall, Back Hall, Lobby, Kitchen, Side Entrance, Lower Level Hallway and Laundry**

**\$251.00 Floor Scrub Only - Activities Room.**

145 S. Livernois  
Suite 115  
Rochester Hills MI 48307  
Phone (800) 750-5650  
Fax (888) 396-2418



**A KLEIN COMPANY**  
COMMERCIAL & INDUSTRIAL SERVICE

Waiting on additional  
Quote for Strip & Wax  
prior to upcoming  
Commission Meeting

# PARTICIATION w/Municipal Breakdown

*ENROLLMENTS ONLY data from RecPro Registration*

NOTE: Numbers do not represent daily drop in clubs/games at Sr Center(s), Fit Centers, Special Events, Festivals & Parks

## 2019

	WASH	BRUCE	RCS	Non Res	TOTALS
Adaptive Rec	17	4	-	26	47
Adult & 60+	805	126	35	301	1,267
Aquatics	262	156	56	182	656
Dance	366	392	133	201	1,092
Fitness	1,343	951	309	438	3,041
Program MISC	37	11	1	18	67
Special Events	961	536	125	933	2,555
Tots	266	125	33	90	514
Trips	427	96	23	366	912
Youth CLASSES	1,005	395	139	214	1,753
Youth LEAGUES	85	38	13	15	151
	<b>5,574</b>	<b>2,830</b>	<b>867</b>	<b>2,784</b>	<b>12,055</b>

## 2020 COVID

Adaptive Rec	-	-	-	2	2
Adult & 60+	271	68	15	156	510
Aquatics	58	34	18	21	131
Dance	280	238	73	119	710
Fitness	240	154	46	83	523
Program MISC	42	6	-	12	60
Special Events	486	276	39	218	1,019
Tots	152	74	14	36	276
Trips	51	13		55	119
Youth CLASSES	277	134	38	107	556
Youth LEAGUES	-		-	-	
	<b>1,857</b>	<b>997</b>	<b>243</b>	<b>809</b>	<b>3,906</b>

## 2021 COVID Reopening

Adaptive Rec	47	25	2	43	117
Adult & 60+	664	216	58	694	1,632
Aquatics	109	64	14	52	239
Dance	350	258	80	92	780
Fitness	218	146	60	101	525
Program MISC	31	8	1	8	48
Special Events	708	335	61	441	1,545
Tots	366	122	40	213	741
Trips	28	12	3	42	85
Youth CLASSES	841	433	120	253	1,647
Youth LEAGUES	56	34	10	12	112
	<b>3,418</b>	<b>1,653</b>	<b>449</b>	<b>1,951</b>	<b>7,471</b>

## 2022 as of Oct 2022

Adaptive Rec	51	30	4	58	143
Adult & 60+	751	223	74	1,101	2,149
Aquatics	411	222	95	257	985
Dance	392	234	72	123	821
Fitness	228	114	62	117	521
Program MISC	31	16	1	9	57
Special Events	1,188	524	91	1,206	3,009
Tots	218	73	24	134	449
Trips	168	49	7	184	408
Youth CLASSES	930	465	125	260	1,780
Youth LEAGUES	49	18	13	9	89
	<b>4,417</b>	<b>1,968</b>	<b>568</b>	<b>3,458</b>	<b>10,411</b>









**S.T.A.R. TRANSPORTATION**  
**VEHICLE SUMMARY REPORT - OCTOBER 2022**

<u>MONTH</u>	<u>2020</u>		<u>2021</u>		<u>2022</u>	
	<b>RIDERS</b>	<b>MILEAGE</b>	<b>RIDERS</b>	<b>MILEAGE</b>	<b>RIDERS</b>	<b>MILEAGE</b>
JAN	2,156	20,557	1,074	12,168	1,243	12,977
FEB	1,841	17,125	1,042	11,424	1,018	10,703
MARCH	1,036	10,841	1,494	16,009	1467	16249
APRIL	2	22	1,231	12,979	1379	14720
MAY	76	1,005	1,231	13,590	1457	16470
JUNE	597	7,969	1,513	14,954	1590	17119
JULY	882	11,948	1391	13,704	1299	14719
AUGUST	923	11,830	1512	14,695	1,506	17,850
SEPT	1,048	12,489	1476	15,234	1,542	16,267
OCT	1,253	13,333	1555	15,914	1548	16397
<b><u>SUB TOTAL</u></b>	<b>9,814</b>	<b>107,119</b>	<b>13,519</b>	<b>140,671</b>	<b>14,049</b>	<b>153,471</b>
NOV	1,045	11,430	1390	14,857		
DEC	1,013	11,677	1316	13,567		
<b><u>SUB TOTAL</u></b>	<b>11,872</b>	<b>130,226</b>	<b>16,225</b>	<b>169,095</b>	<b>14,049</b>	<b>153,471</b>
COVID: Gray are months with key shutdowns						

**OTHER General Stats**

<b>TOTAL in our old ACCESS DATA BASE as of 1,815</b> <i>Washington 1,319 73% Bruce 493 27%</i>		<b>moved over to MEDIROUTES to date 1208</b>
<b>TOTAL DISABLED RIDERS</b>	<b>101</b>	
<b>TOTAL 2022 NEW RIDERS</b>	<b>129</b>	<i>Washington 88 Bruce 41</i>
<b>TOTAL MONTHLY HOURS</b>	<b>955</b>	
<b>MONTHLY OUT OF DISTRICT TRIPS</b>	<b>446</b>	<i>YTD OUT OF DIST 4315</i>
<b>MONTHLY DISABLED TRIPS</b>	<b>354</b>	<i>YTD DISABLED TRIPS : 3914</i>

<u>VEHICLE</u>		<u>CURRENT MILEAGE</u>	<u>OCT. MILEAGE</u>
2019 CHEVY TRAVERSE	#1	51,521	1,732
2018 CHEVY EQUINOX	#2	71,868	1,434
2018 CHEVY EQUINOX	#3	68,604	828
2020 CHEVY TRAVERSE	#4	34,896	1,523
2015 FORD FLEX	#8	121,564	807
2012 SMART BUS	#12	158,931	0
2018 SMART BUS	#22	80,407	1,572
2018 SMART BUS	#23	80,170	1,258
2018 SMART BUS	#24	76,289	1,376
2016 SMART BUS	#25	108,993	1,887
2019 SMART VAN	#34	50,866	1,741
2019 SMART VAN	#35	39,867	2,239
SMART Loaner Bus			
<b>Total Monthly Mileage</b>			<b>16,397</b>









# Santa Claus is Coming to Town

Celebrate the season with the  
community, RWB Parks & Rec, and  
**SANTA & Mrs. Claus!**

Join us for 2 great nights of outdoor fun!

Enjoy music, entertainment,  
hot cocoa, treats, surprises,  
(hotdogs in Washington) and more!

## REMINDER

*Both HOLIDAY NIGHTS will be held outdoors  
so.... COME DRESSED FOR MICHIGAN!*



## Romeo Village Tree Lighting and Holiday Parade

**Thurs, Dec 1st**

**Parade 7:00 pm ; Village of Romeo  
Washington St. to Village Park**

**Tree Lighting 7:30-8:30pm  
Romeo Village Park**



## Washington Township's Holiday Fun Fest

**Fri, Dec 2nd 7:00-8:30pm**

**Washington Twp Park & Pavilion**

## BREAKFAST WITH SANTA

**Saturday, December 10th**

Visit with Santa and other special guests over  
breakfast! What could be better than yummy food,  
entertainment, fun activities & SANTA CLAUS?

*Two times available; register now*

**Call to register 752.6543**

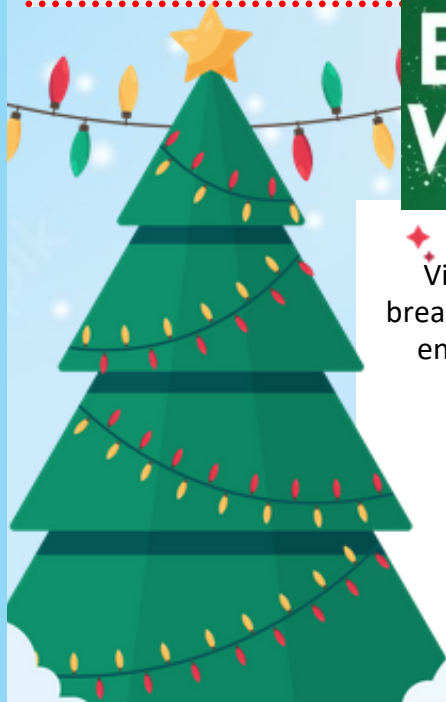
(4709) 9:00-10:00 am

(4710) 10:30-11:30 am

**\$14 Adults/\$9 Child (2-12 yrs)**

**NR \$17 Adults/\$12 Child (2-12 yrs)**

**Romeo Masonic Temple**



**ROMEO  
WASHINGTON  
BRUCE**

**PR**  
Parks & Recreation