



AGENDA

April 1, 2022 – March 31, 2023

Jan 19, 2022 6:00 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. Community Comments
7. Unfinished Business
 - 7.1 Master Plan Adoption
 - 7.2 Lawyer
 - 7.3 Maintenance Contracts
 - 7.3 Budget 2023-24
8. New Business
 - 8.1 STAR Drug & Alcohol Policy Approval
 - 8.2 Rosenberg Letter
 - 8.3 Soil Testing Update
9. What's happening?
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, Dec 15, 2022

Called to order at 6:05 pm at Washington Twp Board Rm by Clara Russel, Director

MEMBERS PRESENT:

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

MEMBERS ABSENT: N/A

ADDITIONS (or) DELETIONS:

7.4 Commission Calendar Schedule

APPROVAL OF AGENDA:

Motion to approve agenda as amended Fillbrook seconded by Detkowski

Yes: Fillbrook, Detkowski,

No: None

Motion Carried

APPROVAL OF PRIOR MEETING MINUTES

Fillbrook asked that the amounts and how the approvals were carried be added for 7.1 & 7.2 in regard to the yearlong cleaning and special floor cleaning to be done during the holiday shutdown.

Motion to approve the Nov 17, 2022 updated Minutes made by Fillbrook, seconded by Detkowski

Yes: Fillbrook, Detkowski

No: None

Motion Carried

UNFINISHED BUSINESS

7.1 Grants – Fleis & Vandenbrink

Chris Hennesy from Fleis & Vandenbrink came to the commission meeting to expound upon the presentation he had given to Fillbrook, Detkowski and myself earlier in the year in relationship to grants. He present what serveries his engineering company could provide to the commission. It was determined that the commission was not ready to move forward at this time. No motion was made.

7.2 Lawyer Update

It was determined that Lisa Craffey would invite lawyer John D. Staran to the following months agenda so the commission could meet him.

7.3 Director's Job Descriptions

A motion was made by Detkowski to approve the new job description created by Lisa Craffey and Cindy Olsen. Seconded by Fillbrook.

Yes: Detkowski, Fillbrook

No: None

Motion Carried

7.4 Commission Calendar

A motion was made by Fillbrook to update the time for the future Commission Meeting to 6:00 pm. Seconded by Detkowski.

Yes: Fillbrook, Detkowski

No: None

Motion Carried

A second motion was made by Detkowski to approve the updated Commission Calendar to the 3rd Thursday so we are following the inter-local agreement. Seconded by Fillbrook.

Yes: Detkowski, Fillbrook

No: None

Motion Carried

The Commission made the decision to have the Public Hearing for the Master plan on Thursday, January 19 prior to our Commission Meeting. It will start at 5:00 pm. Russell reminded everyone that the Master Plan was available on our websites and at our sites for review.

NEW BUSINESS

8.1 Soil Testing Gilcher Crissman

It was decided that we need to get soil testing done again prior to having any concrete plans for this property because the last test was done in the early 2000's. Russell would reach out to McDowell & Associates to have them do the same test. She was given several names for the three quotes.

8.2 Accusations & Letter to Parks & Rec Staff

Russell stated that she and her staff were unsettled about the letter that was given to her at the last meeting stating that personal information was used inappropriately and if they find out it is happening staff will be fired. The letter was delivered to all the Fulltime and Part time staff asking for signatures so we could place it in their file. Fillbrook stated that the letter was generic to remind all the staff of this policy. He stated the intent was not to accuse anyone. They needed to put something out to be responsible as a commission by addressing the situation.

8.3 Budget 2023-24

Russell brought the first draft of the 2023-2024 for an initial review

Yes: Detkowski, Fillbrook

No: None

Motion carried

REPORTS

No report because the monthly financials are included within the budget.

MASTER PLAN Public Review Meeting

Thursday, Jan 19, 2023 at 5:00 pm at the Washington Twp Hall, 57900 Van Dyke 48094

Master Plan can be found at our offices and on rwbparksrec.org

To review meeting specifics go to WBRW recording

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

ADJOURNMENT:

Motion by Detkowski, support by Fillbrook to adjourn.

Yes: Detkowski, Fillbrook

No: None

Motion carried

**Master Plan
and
SURVEY RESULTS**
are sepearte attachmments
due to size of file.



Attorneys at Law
2055 Orchard Lake Road
Sylvan Lake, Michigan 48320
www.hsc-law.com

Main (248) 731-3080
Fax (248) 731-3081

John D. Staran
Direct (248) 731-3088
jstaran@hsc-law.com

December 7, 2022

Washington Bruce & Romeo
Parks & Recreation Commission
C/O Ms. Lisa Craffey, Commissioner

SENT VIA EMAIL ONLY

Re: WBR Parks & Recreation

Dear Ms. Craffey and Commissioners:

It was my pleasure to speak to Ms. Craffey about the WBR Parks & Recreation Commission's anticipated need for legal services. As I expressed to Ms. Craffey, Hafeli Staran & Christ will welcome the opportunity to be considered to provide legal consultation and assistance to the Commission.

Our law firm engages in a variety of legal matters covering multiple legal disciplines, but we specialize and take great pride in advising and representing local government agencies. Our local government attorneys have considerable experience and expertise in local government law matters, including parks and recreation issues. We currently serve as general counsel for the Cities of Berkley, Ferndale, and Rochester Hills and the Rochester Avon Recreation Authority, and we represent and provide legal assistance and counsel to other public agencies as well. Hafeli Staran & Christ is willing and able to advise and assist the Commission as it undertakes its important duties and responsibilities.

Please advise if you would like to meet with us or if you would like additional information about our firm and the legal services we can provide.

Very truly yours,

A handwritten signature in black ink, appearing to read 'J.D. Staran', with a large, stylized initial 'J' and a trailing flourish.

John D. Staran

JDS/dh

cc: P. Daniel Christ
Municipalities/Proposals/Ltr to WBR (2022.12.06)

FIRM OVERVIEW

LEGAL SERVICES FOR

WASHINGTON BRUCE & ROMEO

PARKS & RECREATION COMMISSION



Hafeli Staran & Christ, P.C.
2055 Orchard Lake Road
Sylvan Lake, Michigan 48320
(248) 731-3080

December 7, 2022

Firm Profile

Hafeli Staran & Christ, P.C. ("HSC"), located in Oakland County at 2055 Orchard Lake Road, Sylvan Lake, Michigan 48320, is a law firm committed to providing prompt and superior legal services to our clients in the metro-Detroit area in an efficient, effective and economical manner. Our clients benefit from our broad knowledge base and experience. We strive to develop creative solutions to achieve our clients' goals and objectives. Our attorneys adhere to the strictest personal and professional ethics as evinced by the firm's and our individual AV peer-review ratings in the *Martindale Hubbell Law Directory*. Members have been featured in *Super Lawyers* and *DBusiness* Top Lawyers edition. Our attorneys are committed to our clients' needs and focus on each client's circumstances and objectives with respect to every matter and service provided.

We work on a variety of legal matters covering a number of practice fields. However, we specialize in advising and representing municipal and local government agencies, boards, and commissions. Our local government attorneys have acquired considerable expertise in local government law matters including advising boards and commissions and attending their meetings, annexation, cable television, charter amendment, civil rights, code enforcement, construction, contract drafting and negotiation, elections, eminent domain, environmental, Freedom of Information and Open Meetings Acts, historic preservation, intergovernmental cooperation, land division, litigation, ordinance drafting, property taxation, prosecutions, public finance, real estate transactions, special assessments, telecommunications, and zoning and land use. HSC currently serves as the City Attorneys for Berkley, Ferndale and Rochester Hills. In addition, HSC attorneys have served as general counsel and special counsel for other local government agencies including the Road Commission for Oakland County, the City of Eaton Rapids, Village of Franklin, City of Lake Angelus, City of Pontiac, City of Ypsilanti and Charter Township of West Bloomfield. HSC has advised and counseled the Berkley, Ferndale, Oxford and Walled Lake Downtown Development Authorities, and we are legal advisors to the Rochester-Avon Recreation Authority. We prosecute municipal ordinance violations for some of our municipal clients in the 43rd, 44th and the 52-3rd District Courts. We also currently serve as legal advisors to the City of Clawson and City of Ludington Charter Commissions. In short, we are well-versed and experienced in a wide range of local government legal affairs and issues.

Integrity, communication, responsiveness and quality are cornerstones for effective legal service. It is HSC's policy to reply promptly to client calls and emails. We strive to provide same-day responses. Once a legal issue is framed and discussed with our client, we commonly provide a time estimate for when our client may expect the legal service to be completed. HSC's office is open for business 8:30 a.m. to 5:00 p.m., Monday through Friday; however, our attorneys regularly attend to client matters before or after regular business hours and on weekends, as necessary, to respond to and fulfill our clients' needs.

We anticipate that if selected to provide legal services for the Commission, John Staran will be the primary contact and lead attorney responsible for coordinating and overseeing legal services, assisted by Dan Christ. Dan's and John's resumes are included with this proposal.

Qualifications

The following HSC attorneys are available to assist in providing legal services:

Ann D. Christ (associate), rated AV Preeminent (highest rating) by *Martindale Hubbell*, concentrates her practice principally representing municipal clients in ordinance enforcement and prosecutions. Ms. Christ also supports and provides other general municipal legal services and attends municipal meetings. She is a member of the Oakland County Bar Association, State Bar of Michigan and Women Lawyers Association of Michigan. Ms. Christ graduated from Michigan State University and received her law degree from the University of Detroit.

P. Daniel Christ (principal), rated AV Preeminent (highest rating) by *Martindale Hubbell* and named in *Super Lawyers*, 2013 – 2022, concentrates his practice in local government, zoning and land use, construction law, business and general commercial litigation. He is the City Attorney for the City of Ferndale and assistant City Attorney and prosecuting attorney for the City of Berkley. He is the legal advisor for the City of Ludington Charter Commission. He has advised various government clients on election matters and has represented government clients before District and Circuit Courts; the Michigan Court of Appeals, U.S. District Court, U.S. Court of Appeals, the Michigan Tax Tribunal, Michigan State Board of Education, Michigan Liquor Control Commission, and other administrative agencies. He has lectured and written on matters concerning the Michigan Freedom of Information Act, Michigan Open Meetings Act and zoning and land use matters. He is a member of the Oakland County Bar Association's Municipal Law Committee, Michigan Association of Municipal Attorneys, and is a past President of the Michigan Council of School Attorneys. He is a member of the Public Corporation and Real Property Law Sections of the State Bar of Michigan. Mr. Christ graduated from Michigan State University and earned his law degree at the University of Detroit.

John D. Staran (principal), rated AV Preeminent (highest rating) by *Martindale Hubbell* and named in *Super Lawyers*, 2009 – 2022, concentrates his practice in most aspects of local government law. He also maintains a general civil practice, with areas of concentration including civil litigation, business, construction, zoning and land use, environmental, historic preservation, property taxation, and real property law matters. Mr. Staran is the City Attorney for the Cities of Berkley and Rochester Hills. He is the legal advisor to the Clawson City Charter Commission. He is former chairperson of the Oakland County Bar Association Municipal Law Committee. He has written and lectured at seminars and conferences on zoning and land use, land division, historic preservation, sign regulation, ordinance enforcement, property taxation and other municipal topics. Mr. Staran has represented local government agencies in District and Circuit Courts, Michigan Court of Appeals, Michigan Supreme Court, U.S. District Court, U.S. Court of Appeals, Michigan Tax Tribunal, State Tax Commission, State Historic Preservation Review Board and other administrative agencies. He is a member of the Local Government Law and Real Property Law Sections of the State Bar of Michigan, and the Municipal Law Committee of the Oakland County Bar Association. Mr. Staran graduated from the University of Michigan-Dearborn (with distinction) and earned his law degree from the University of Notre Dame.

As part of our team, HSC also employs skilled and courteous administrative assistants to provide prompt and efficient support for our legal services to our local government clients.

We believe our experience representing and advising our local government clients is second to none. HSC has represented its municipal and governmental clients in administrative hearings and litigation matters at all levels of State and Federal Courts.

References

Mr. Matt Baumgarten
City Manager
City of Berkley
3338 Coolidge Highway
Berkley, MI 48072
(248) 224-5738

Mr. Bryan K. Barnett
Mayor
City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309
(248) 656-4664

Mr. David Word
Executive Director
Rochester Avon Recreation
Authority
500 E 2nd Street
Rochester, MI 48307
(947) 886-0007, ext. 9

Agreement and Fee Structure

We propose to provide legal services at an hourly rate of \$185 per hour, billed monthly. Costs advanced on behalf of the Commission for filing fees, document reproduction, and other authorized and customarily reimbursable expenses would be in addition to the basic hourly fee and reimbursed at cost without any mark-up (HSC does not propose to be reimbursed for its own overhead and administrative expense such as phone, facsimile, computer, or ordinary copying charges).

We invoice our clients toward the beginning of every month for the legal services provided in the previous month. Our monthly statements will contain an itemized statement describing the services performed and reflecting the time expended (in 1/10 hour increments). Reimbursable costs will be reflected on the monthly statement.

Insurance

HSC maintains professional and commercial liability insurance coverages. A copy of our certificate of insurance will be provided upon request.

Conflict of Interest

We are not aware of any existing or potential conflicts of interest in connection with our providing legal services for the Commission. We are vigilant about avoiding conflicts of interest or even the appearance of a conflict, and we take appropriate steps to check for conflicts whenever a new matter or client arises. We do not accept engagement by prospective clients who we foresee may have dealings or potential for dispute with our municipal clients or which may lead to a conflict of interest or require us to take a legal position or advocate for a result that may be adverse to our municipal clients' interests.

Lawsuits

None of our HSC attorneys have ever been sued by a client for improper representation, nor has our firm or our attorneys been in bankruptcy, reorganization, or receivership.

Our Approach

If fortunate enough to be selected by the Commission, we will relish that opportunity and eagerly dive right in. We like to familiarize ourselves as quickly as possible with the commission's needs and goals.

If you have any questions or comments with respect to our firm or this proposal, please feel free to contact John D. Staran at (248) 731-3088 (jstaran@hsc-law.com).

Very truly yours,

A handwritten signature in black ink, appearing to read 'J.D. Staran', with a stylized flourish at the end.

John D. Staran

JOHN D. STARAN
HAFELI STARAN & CHRIST, P.C.

CONTACT
INFORMATION:

Hafeli Staran & Christ, P.C.
2055 Orchard Lake Road
Sylvan Lake, Michigan 48320

Office: (248) 731-3095
Direct: (248) 731-3088
Fax: (248) 731-3088
Mobile: (248) 760-3281
Email: jstaran@hsc-law.com



EDUCATION:

University of Notre Dame Law School, J.D.
University of Michigan-Dearborn, B.A., with distinction

PRACTICE
AREAS:

Municipal, eminent domain, land use and zoning, real estate, property taxation, historic preservation, construction, business, environmental and general civil law.

EXPERTISE:

Experienced practitioner in all aspects of municipal law, including advice, representation and litigation on behalf of public officials, boards and commissions. General practice includes business transactions, zoning and land use, environmental, real estate, property taxation, construction, and general civil.

LEGAL
EMPLOYMENT:

Co-Founder and Principal of Hafeli Staran & Christ, P.C., Sylvan Lake, Michigan
-- September 2005 to present
Principal of Beier Howlett, P.C., Bloomfield Hills, Michigan -- December 1987
to August 2005
Associate of Patterson & Patterson, Whitfield, Manikoff, Ternan & White --
November 1983 to November 1987

MEMBERSHIPS/
ASSOCIATIONS:

U.S. District Court
State Bar of Michigan
Local Government Law Section
Real Property Law Section
Oakland County Bar Association
Municipal Law Committee (past chairperson)

CREDENTIALS:

Martindale Hubbell Rating: AV Preeminent (Highest Rating)
Michigan Super Lawyers 2008-22 (Peer and achievement recognition given to
top 5% of lawyers in the state)

SPEAKING
ENGAGEMENTS /
SEMINAR
PRESENTATIONS:

"Zoning and Land Use in Michigan," Lorman Education Services; "Historic
Preservation in Michigan: Easements, Tax Incentives and Litigation," Lorman
Education Services; "Michigan Land Use: Current Issues in Subdivision
Annexation and Zoning Law," National Business Institute; "Home Rule," League
of Women Voters - Oakland Area; and others.

PERSONAL
INFORMATION:

Born in Framingham, Massachusetts. Resides in Farmington Hills, Michigan.
Happily married with two adult children and a grandson. Bicycling enthusiast;
Long-time youth ice hockey and baseball coach; Former House Director of
Farmington Hills Hockey Association.

P. DANIEL CHRIST
HAFELI STARAN & CHRIST, P.C.

CONTACT
INFORMATION:

Hafeli Staran & Christ, P.C.
2055 Orchard Lake Road
Sylvan Lake, MI 48320

Direct: (248) 731-3085
Fax: (248) 731-3085
Mobile: (248) 227-5421
Email: dchrist@hsc-law.com



Dan Christ (principal), rated AV Preeminent (highest rating) by *Martindale Hubbell* and named in Michigan *Super Lawyers*, concentrates his practice on local government law, real estate and general business matters. He has experience in Freedom of Information Act and Open Meetings Act, zoning and land use and general civil and criminal litigation. He is a member of the Governmental and Real Property Law sections of the State Bar of Michigan and a member of the Oakland County Bar Association Municipal Law Committee.

EDUCATION:

University of Detroit School of Law, Detroit, MI; Juris Doctorate 1991
London Law Program, Regent's Park, England; Study of International law and EEC.
Michigan State University, East Lansing, MI; B.A. Arts and Letters 1987

LAW PRACTICE AREAS:

Municipal/School/Governmental; real estate; zoning and land use matters; general commercial and construction litigation; title disputes and construction liens; Open Meetings Act and Freedom of Information Act litigation; property annexation matters; property taxation; election matters.

REPRESENTATIVE CLIENTS:

Cities of Berkley, Eaton Rapids, Ferndale and Rochester Hills, Sentech Services,
Extended Stay America, Netco Title, Oakland County Road Commission

SEMINARS/PUBLICATIONS:

National Business Institute, 1997; School Law Seminar
Lorman Education Services, 2002; Public Records and Open Meetings
Lorman Education Services, 2006; Zoning and Land Use in Michigan

PROFESSIONAL MEMBERSHIPS / AFFILIATIONS:

Oakland County Bar Association
State Bar of Michigan
Michigan Council of School Attorneys (Past President (2000-2001))
Oakland County Municipal Law Committee

PROFESSIONAL REFERENCES:

Available upon request

BUDGET 2023-2024

REVENUE

WASHINGTON MILLAGE	416,545
BRUCE MILLAGE	135,342
LSCA (Local Stabilization)	35,000
SMART REVENUE	133,000
OTHER REVENUE	2,000
TOTAL REVENUE	721,887

EXPENSE

ADM Support from P&R	16,792
BENEFITS & Staffing Overhead	81,300
DEPARTMENT SUPPORT	148,400
CAPITAL DEVELOPMENT	102,000
SERVICE	303,278
VEHICLES	83,900
TOTAL EXPENSES	735,670

DRAFT



DRAFT 2 as of 1/13/2023

FUND BALANCE as of March 31, 2022

1,521,492

Breakdown of Fund Balance

Assigned of Fund Balance

Assigned toward 2 yr Emergency Operating (total amount needed 1,200,000)	650,000
Assigned toward Future Capital Developments	150,000

Other Appropriated Amount from Fund Balance's Unrestricted

Operations from April-Dec prior to Tax collections	450,000
Availabe for assignment toward 2 yr Emergency Operating	271,492

TOTAL FUND BALANCE 1,521,492

Suggestion: Officially assigns Operation appropriated funds

REVENUE

OTHER REVENUE

2023-24	
Proposed REVENUE	
102-000-664.000	INTEREST
102-000-694.100	DONATIONS
102-000-694.200	MISC & After FY Funds
102-000-694.300	REIMBURSEMENTS
102-000-694.400	SALE OF Fixed ASSETS
	2,000

CURRENT 2022-2023		2021-22		2020-21 (COVID)		2019-20	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
ACTUAL as of Dec 2022		HISTORY					
2,000	341	2,000	806	2,000	1,192	2,000	2,702
-	845	-	1,185	-	995	-	114,530
-	2,884	-	(81)	-	(132)	-	32,179
-	-	-	13,639	-	14,120	-	-
-	-	-	-	-	-	-	7,700
2,000	4,069	2,000	15,549	2,000	16,175	2,000	157,112

Miscellaneous is used by Auditors for funds that come in after fiscal year end.

No Vehicles are planned to be bought our sold

SMART REVENUE

102-000-575.100	SPECIAL SERVICE
102-000-575.200	MUNICIPAL CREDITS
102-000-575.300	COMMUNITY CREDITS
	21,000
	36,000
	76,000
	133,000

20,000	16,555	20,000	25,383	20,000	22,699	18,500	13,591
35,000	24,941	35,000	33,250	35,000	16,626	33,000	24,937
90,000	22,722	77,000	127,004	77,000	34,756	55,000	51,726
145,000	64,217	132,000	185,637	132,000	74,081	106,500	90,254

Special Service are Grant funds assisted with by SMART.

Municipal Credit: State funding from Act 51 passed through SMART, amount determined by census data.

Community Credits: Funded from SMART through funds collected from community millages.

MILLAGE REVENUE **NEED THE RATE FROM ASSESING using last years**

102-000-403.100	WASHINGTON
102-000-403.200	BRUCE
102-000-697.000	LCSA (Local Stabilization)
	416,545
	135,342
	35,000
	586,887

416,545	-	395,745	404,653	357,800	369,313	363,992	343,711
135,342	5,077	132,041	129,937	121,509	125,710	124,808	123,183
-	39,372	-	20,364	-	28,306	-	-
551,887	44,449	527,786	554,954	479,309	523,330	488,800	466,895

4 year approved Millage at rate of .25

LCSA is the Local Community Stabilization Authority funds for intergovernmental units that we have received in the recent past for being a local service providers.

EXPENSES

with 3%

P&R SUPPORT SALARIES

102-691-702.000 FT DIRECTOR 15%
 102-691-703.000 FT ACCOUNTANT PT 10%

12,336**4,456****16,792**

3% increase for PT & FT employees.

Director is paid 15% of their salary for administrative duties for STAR and the Accountant is paid 10%.

1 Fulltime. 20-25 Permanent PT drivers, office & dispatchers. Note these operation wages are line items in Department Operation & Service below.

BENEFIT & STAFF OVERHEAD

102-691-715.000 FICA
 102-691-715.100 PR FICA
 102-691-716.000 HEALTH INSURANCE
 102-691-716.100 PR HEALTH
 102-691-716.201 HEALTH Cafeteria Plan
 102-691-717.000 LIFE P&R
 PR LIFE
 102-691-718.000 RETIREMENT 12%
 PR RETIRE
 102-691-720.000 UNEMPLOYMENT
 PR UNEMPLOY
 102-691-721.000 WORKER'S COMP
 PR WORKERS
 102-691-722.000 DISABILITY INSURANCE
 PR DISABILITY
 102-691-723.000 HEALTH SAVING 2%
 PR HEALTH

28,000**29,000****400****7,800****5,000****9,000****800****1,300****81,300**

CURRENT 2022-2023		2021-22		2020-21 (COVID)		2019-20	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
ACTUAL as of Dec 2022		HISTORY					

11,977	6,606	11,628	12,462	11,400	11,400	11,133	11,133
4,326	2,519	4,200	4,706	7,159	7,159	7,075	7,075
16,303	9,124	15,828	17,168	18,559	18,559	18,208	18,208

28,000	15,753	28,000	22,489	28,500	17,037	26,500	27,046
-	805	-	1,194				
26,000	17,948	25,000	25,738	26,800	26,095	24,800	25,872
-	1,602	-	2,254				
-	678	-	452				
400	113	-	177	400	220	400	211
-	15	300	33				
7,800	3,383	7,400	5,640	8,100	7,604	7,601	6,957
-	1,172	-	1,952				
5,000	1,595	5,000	2,444	5,000	2,355	5,000	2,939
-	34	-	28				
12,000	8,165	12,000	5,442	13,000	7,493	12,000	11,445
-	175	-	234				
800	382	800	660	900	813	800	759
-	113	-	196				
1,300	558	1,300	938	1,300	1,265	1,300	1,238
-	193	-	325				
81,300	52,684	79,800	70,196	84,000	62,882	78,401	76,468

FICA, Unemployment & Workers Comp is paid for both Fulltime & Part-time Staff within these line items.

Health Insurance Fulltime employee pays \$1,000 toward \$4,000 deductible. PR pays initial \$3,000. FT Employee is paid 1% of their salary if deductible is reached.

Life Insurance provided.

Retirement is 12% for Fulltime Staff

Sick Days are 10 per year, with max bank of 20 for Fulltime Staff. PT staff that eligible earn sick days per consistent schedule. STAR follows legislation. 2022-23

Short & Long Term Disability Insurance is provided for Fulltime Staff

Health Savings Plan for the Fulltime Staff is at 2%

EXPENSES

2023-24

Proposed
BUDGET

DEPARTMENT SUPPORT

102-691-727	OFFICE SUPPLIES	2,100
102-691-727.100	MISC-Other	100
102-691-728.000	POSTAGE	200
102-691-775.000	Office, Eq, Service/Repair	1,500
102-691-801-000	AUDIT	16,000
102-691-910.000	LIABILITY INSURANCE	16,000
102-691-920.000	PHONE-INTERNET	9,500
102-691-921.000	ADVERTISE-Website/Ads	3,000
102-691-922.000	LEGAL	5,000
102-691-923.000	MEDIROUTES SCHEDULER	6,000
102-691-958.000	PT OFFICE-DISPATCH	89,000
		148,400

CURRENT 2022-2023		2021-22		2020-21 (COVID)		2019-20	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
ACTUAL as of Dec 2022		HISTORY					
2,100	602	2,100	1,819	2,100	2,056	2,000	2,090
100	16	100	102	100	322	100	40
100	134	100	156	230	73	230	71
1,500	583	1,300	697	1,000	904	1,000	1,207
12,500	15,028	12,500	11,620	10,000	12,045	8,400	9,250
16,000	11,139	16,000	15,445	16,000	15,988	16,000	15,343
9,500	6,085	17,000	10,589	17,300	11,830	14,300	16,253
3,000	-	2,000	-	-	-	-	-
5,000	234	-	-	-	-	-	-
6,000	2,879	-	4,818	-	294	-	-
89,000	54,528	86,500	76,251	86,500	48,121	75,000	82,226
144,800	91,226	137,600	121,496	133,230	91,632	117,030	126,480

Equipment, Service & Repair: Printers, copier & IT

Phone-Internet: SMART phones needed for scheduling system.

Website & Advertising for STAR - administering staff.

Mediroutes is our real time scheduling system.

Office & Dispatch reflects the part-time office positions used to answer calls, schedule, dispatch and act as backup drivers when needed.

CAPITAL IMPROVEMENTS

102-691-960.000	VEHICLES & Depreciation	-
102-691-965.000	Add to Fund Balance	-
102-691-975.000	OFFICE	2,000
102-691-970.000	BUILDING	100,000
		102,000

-	-	65,938	-	-	-	29,300	172,984
1,757	-	-	-	7,270	-	-	-
2,000	-	2,000	-	2,000	2,000	1,000	130
80,000	-	-	-	-	-	-	-
83,757	-	67,938	-	9,270	2,000	30,300	173,114

VEHICLE Plan: Replacement of 1 bus from SMART estimated March 2023. 2 additional vehicles: 1 Van & 1 Bus from SMART 2024-2025

OFFICE: Computer & software upgrades

BUILDING: CC Parking Lot resurface/drain/tree overhang (STAR and P&Rec will share the cost of the project)

EXPENSESOPERATIONS Building

102-691-888.200 UTILITY, BLD & GROUNDS

20,000**20,000**OPERATIONS Service

102-696-100.000 FT OPERATIONS COORD

49,778

102-696-100.100 DRIVERS

218,000

102-696-100.300 UNIFORMS

1,000

102-696-100.400 TRAINING-TESTING

8,000

102-696-100.500 COMM-SENIOR TRIPS

5,500

102-696-100.600 SICK (PT)

1,000**283,278**

CURRENT 2022-2023		2021-22		2020-21 (COVID)		2019-20	
Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
ACTUAL as of Dec 2022		HISTORY					
20,000	-	20,000	20,000	20,000	20,000	20,000	20,000
20,000	-	20,000	20,000	20,000	20,000	20,000	20,000
48,328	27,832	46,920	48,969	46,000	46,102	43,682	43,682
218,000	119,996	210,000	171,857	218,000	107,222	211,000	202,654
1,000	482	1,000	459	1,000	566	1,000	572
8,000	4,171	6,800	5,034	6,800	2,974	5,800	6,367
5,500	-	5,500	-	5,500	-	5,500	-
1,000	-	-	-	1,400	-	1,400	-
281,828	152,481	270,220	226,319	278,700	156,864	268,382	253,275

STAR contributes to the cost of the building including utilities to defer the day to day maintenance supplied both inside & outside of site.

Approximately 20-25 part time drivers. There are approximately 8-9 drivers on the road daily depending on our scheduled request.

Uniforms: Each STAR employee is given a winter & light coat when hired as well as 1-2 shirts per year. Coats are returned and reissued when an employee leaves.

Community & Senior Trips are allotted funds from the SMART community credits each year.

VEHICLE

102-698-500.100 MAINTENANCE-REPAIR

12,000

102-698-500.200 CLEANING

900

102-698-500.300 MISC - COVID

1,000

102-698-500.400 FUEL

70,000**83,900**

9,000	9,438	12,000	9,914	13,500	2,849	13,500	10,864
900	461	900	516	900	766	900	720
1,000	487	1,500	792	150	2,359	150	181
60,000	52,474	56,000	49,598	55,000	28,047	49,000	47,965
70,900	62,860	70,400	60,820	69,550	34,021	63,550	59,729

STAR has 13 Vehicles: 8 SMART bus/vans owned by SMART and 5 cars owned by the townships. STAR pays for maintenance on our vehicles, SMART on theirs.

2023-2024



DRAFT

REVENUE

WASHINGTON MILLAGE

BRUCE MILLAGE

LSCA (Local Stabilization)

PROGRAMS

TOTAL REVENUE**EXPENSE**

SALARY & BENEFITS

DEPARTMENT & OFFICE SUPPORT

CAPITAL DEVELOPMENT

IMPROVEMENTS

MAINTENANCE

PROGRAMS

TOTAL EXPENSES

Romeo-Washington-Bruce Parks & Recreation

FUND BALANCE & AUDIT

3,517,896

FUND BALANCE as of 3/31/2022**Breakdown of Fund Balance**

1,250,000

ASSIGNED of Fund Balance:

Future Use & Development

15,535

RESTRICTED (donation)

Donation to PR from NMCYS Soccer in honor of 'Ann Newby' - earmarked for play structure

1,500,000

OTHER Appropriated Amounts

Operations April-Dec prior to tax collection

250,000

Washington Playground project (Capital Dev)

502,361

Funds for upcoming developments/or to assign

RWB PARKS & RECREATION Budget Breakdown 2023-2024

MILLAGE FUNDS

Need new millage numbers from assessing, normally get by Feb

	2023-2024	BUDGET 2022-23	ACTUAL 12/31/2022
	EXPENSE	REVENUE	REVENUE
WASHINGTON	1,249,634	1,249,634	-
BRUCE	406,027	406,027	-
LSCA Stabilization	100,000		118,116
	1,755,661	1,655,661	118,116

RWB PARKS & RECREATION Budget Breakdown 2023-2024

exp 101-691

SALARY

	2023-2024	BUDGET 2022-23	ACTUAL 12/31/2022
	EXPENSE	REVENUE	REVENUE
702.000 DIRECTOR	69,905	67,869	39,345
703.000 ACCOUNTANT	44,558	43,260	24,246
704.000 SENIOR CORD	49,778	48,328	27,827
705.000 FACILITY CORD	49,778	48,328	27,827
706.000 FRONT OFFICE	-	-	-
708.000 REC COORD	55,188	53,581	30,852
	269,207	261,366	150,098

3% proposed increase 2023-24

BENEFITS

	2023-2024	BUDGET 2022-23	ACTUAL 12/31/2022
	EXPENSE	REVENUE	REVENUE
715.000 FICA	28,300	28,300	16,022
716.000 HEALTH	83,000	83,000	46,381
717.000 LIFE	800	800	325
718.000 RETIREMENT	31,400	31,400	18,265
720.000 UNEMPOYMNET	3,500	3,500	1,262
721.000 WORK COMP	5,000	5,000	(60)
722.000 DISABILITY	3,800	3,800	2,073
723.000 HEALTH SAVE 2%	5,300	5,300	3,011
	161,100	161,100	87,279

TOTAL SALARY & BENEFITS	430,307	422,466	237,377
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RWB PARKS & RECREATION Budget Breakdown 2023-2024

exp 101-691

DEPARTMENT

2023-2024

EXPENSE

BUDGET 2022-23

REVENUE

ACTUAL 12/31/2022

REVENUE

727.000 OFFICE SUPPLIES

7,000

99%

7,000

4,851

728.000 POSTAGE

700

0%

600

357

729.000 BANKING

2,500

0%

2,500

102

775.000 EQUIP/Service

35,000

0%

33,500

32,058

801.000 AUDIT

22,000

0%

16,000

20,765

860.000 MILEAGE

1,000

0%

1,000

337

910.000 LIABILITY INS.

8,900

0%

8,900

7,724

919.000 ACCT Software

2,900

0%

2,900

2,331

920.000 TELE - INTERNET

13,000

0%

13,000

16,502

921.000 ADVERTISING

4,500

0%

4,500

2,422

922.000 LEGAL

5,000

0%

5,000

3,588

956.000 ED - MEMBERSHIP

3,500

0%

3,500

439

957.000 MISC

-

0%

-

1,098

958.100 PT ADM Accounting

68,000

0%

55,000

51,829

958.200 PT ADM Seniors

958.300 PT ADM Office

958.100 PT SICK (earned)

1,000

0%

1,000

-

175,000

154,400

144,403

TOTAL ADM (Salary, Benefit, Department Exp)

605,307

576,866

381,780

RWB PARKS & RECREATION Budget Breakdown 2023-2024

exp 101-691

Need to sit with the commission to decide what they want to develop

CAPITAL DEV	2023-2024	BUDGET 2022-23	ACTUAL 12/31/2022
	EXPENSE	REVENUE	REVENUE
	970.500 Cap Development250,000	-	-

Budgeted from Fund Balance: Washington Twp. Park Assessable Playground with Turf - from Fund Balance

IMPROVEMENTS	2023-2024	2022-23 BUDGET	ACTUAL 12/31/2022
	EXPENSE	EXPENSE	EXPENSE
	881.100 FAC IMP Wash570,000 881.200 FAC IMP Bruce13,000 583,000	301,795 210,000 511,795	136,583 20,414 156,997

IMPROVEMENT BREAKDOWN

Improvement line items have been made for each township for their specific Park & Facility Improvements.

WASHINGTON

Security Cameras/Cement pads	20,000
Gilcher Pavilion	200,000
ADA & Tot Playground Piece - Gilcher	25,000
Washington Twp. Park Playground	200,000
Pickle ball Courts/Tennis Fix/Walk thru	80,000
Truck	20,000
Digital Sign	25,000
	570,000

BRUCE

20,000	Security Cameras /Patch Path/Level ground
100,000	CC Parking Lot resurface
25,000	CC Bathroom ceiling
10,000	Orchard Hills Fence & Basketball Standards
10,000	Electric/Lights
20,000	Truck
25,000	Digital Sign
210,000	

RWB PARKS & RECREATION Budget Breakdown 2023-2024

exp 101-695

EXPENSES Maintenance

Page 6

WASH SITE

2023-2024	
EXPENSE	
882.100 PAYROLL	50,000
882.200 UTILITIES	13,000
882.300 EQ-SUP-REPAIR	15,000
882.400 Fitness Center-W	30,000
	108,000

BUDGET 2022-23

REVENUE	
0%	60,000
0%	13,000
0%	25,000
0%	30,000
	128,000

ACTUAL 12/31/2022

REVENUE	
	25,586
	9,413
	11,623
	18,846
	65,468

ROMEO SITE

EXPENSE	
888.100 PAYROLL	52,000
888.200 UTILITIES	36,000
888.300 EQ-SUP-REPAIR	35,000
888.400 Fitness Center-R	36,000
888.500 SOUTH BUILDING	4,500
888.600 VENDING	-200
	163,300

EXPENSE

0%	52,000
0%	36,000
0%	35,000
0%	36,000
0%	4,500
0%	-200
	163,300

EXPENSE

	18,057
	25,253
	23,452
	24,659
	2,264
	-81
	93,604

PARKS

EXPENSE	
885.100 BALLFIELDS	21,000
885.200 SOCCER	4,000
885 no use PARKS Split	-
885.400 VEHICLE	14,000
886 MISC	-
886 no use PARKS W	-
885.701 WASH Park-WTP	170,000
885.702 WASH Park-Gilcher	
885.703 WASH Park-Misc	
886 no use PARKS B	-
885.801 BRUCE Park-BTP	150,000
885.802 BRUCE Park-Orchard	
885.803 BRUCE Park-Crystal	
885.804 BRUCE Park-RCC	
885.805 BRUCE Park-Misc	
	359,000

EXPENSE

0	21,000
0	4,000
-	-
0	14,000
-	-
-	-
0	170,000
-	-
-	-
0	150,000
-	-
-	-
-	-
	359,000

EXPENSE

	16,060
	0
	-
	8,043
	-
	-
	126,438
	-
	-
	121,429
	271,970

TOTAL MAINTENANCE

630,300

650,300

431,042

RWB PARKS & RECREATION Budget Breakdown 2023-2024

rev 101-000-651. exp 101-697-700.

PROGRAM BREAKDOWNS

Rev & Exp

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FITNESS

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
500 FIT CLASSES	50,000	-45,000	5,000	50,000	-45,000	5,000	16,487	-16,697	-210
503 PERSONAL TRAIN	6,000	-3,500	2,500	6,000	-3,500	2,500	4,537	-3,135	1,402
	56,000	-48,500	7,500	56,000	-48,500	7,500	21,024	-19,832	1,192

ADULT

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
400 GOLF	14,000	-11,000	3,000	14,000	-11,000	3,000	11,509	-5,207	6,302
401 TENNIS	12,000	-9,000	3,000	12,000	-9,000	3,000	12,738	-9,634	3,104
402 ADAPTIVE	300	-2,500	-2,200	300	-2,500	-2,200	4,153	-3,945	208
403 DROP IN GYM	2,500	-1,500	1,000	2,500	-1,500	1,000	5,302	-1,582	3,720
404 SPORT/FIT 60+	28,000	-20,000	8,000	28,000	-20,000	8,000	26,972	-19,861	7,111
405 SOFTBALL	2,500	-1,000	1,500	2,500	-1,000	1,500	1,475	-661	814
406 VOLLEYBALL	13,000	-11,000	2,000	13,000	-11,000	2,000	13,000	-5,400	7,600
410 ENRICH 60+	7,000	-9,000	-2,000	7,000	-9,000	-2,000	5,193	-4,603	590
411 MISC	0	-100	-100	0	-100	-100	0	0	0
	79,300	-65,100	14,200	79,300	-65,100	14,200	80,342	-50,893	29,449

RWB PARKS & RECREATION Budget Breakdown 2023-2024

rev 101-000-651. exp 101-697-700.

PROGRAM BREAKDOWNS

Rev & Exp

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AQUATICS

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
601 AQUAFIT	1,200	-1,000	200	1,200	-1,000	200	882	-1,077	-195
602 COMM SWIM	1,200	-1,000	200	1,200	-1,000	200	2,786	-401	2,385
603 FITNESS SWIM	2,000	-500	1,500	2,000	-500	1,500	2,497	-231	2,266
604 POOL RENTAL	1,000	-300	700	1,000	-300	700	897	-267	630
605 FRIDAY PARTY	1,400	-500	900	1,400	-500	900	642	-551	91
606 SENIOR SWIM	1,000	-500	500	1,000	-500	500	940	-144	796
607 LESSONS	19,000	-10,500	8,500	19,000	-10,500	8,500	26,656	-12,422	14,235
608 Dolphin SWIM	15,000	-13,000	2,000	15,000	-13,000	2,000	17,374	-3,250	14,124
610 MISC & Equip	0	-800	-800	0	-800	-800	-800	0	-800
611 COORDINATOR	0	-15,000	-15,000	0	-15,000	-15,000	0	-10,164	-10,164
612 PRIVATE	2,000	-700	1,300	2,000	-700	1,300	1,151	-53	1,099
613 Dolphin MEET	0	0	0	0	0	0	0	0	0
614 Dolphin DIVE	0	0	0	0	0	0	0	0	0
615 Dolphin FUND	0	0	0	0	0	0	0	0	0
	43,800	-43,800	0	43,800	-43,800	0	53,026	-28,560	24,466

RWB PARKS & RECREATION Budget Breakdown 2023-2024

rev 101-000-651. exp 101-697-700.

PROGRAM BREAKDOWNS

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DANCE

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
800 LESSONS	23,000	-23,000	0	23,000	-23,000	0	24,187	-23,360	828
801 COMPETITION	22,000	-22,000	0	22,000	-22,000	0	21,904	-7,425	14,479
802 COSTUMES	6,000	-6,000	0	6,000	-6,000	0	498	-150	348
803 RECITAL	11,000	-10,000	1,000	11,000	-10,000	1,000	7,650	-5,582	2,068
804 MISC	0	-500	-500	0	-500	-500	30	0	30
	62,000	-61,500	500	62,000	-61,500	500	54,269	-36,517	17,753

Dance program is ran as a service to residents. Goal is to offer opportunities at a low fair prices compared to private dance companies so it's affordable for all that want to learn.

NOTE: Offered free outside & virtual opportunities during Shutdowns.

RWB PARKS & RECREATION Budget Breakdown 2023-2024

rev 101-000-651. exp 101-697-700.

PROGRAM BREAKDOWNS

Rev & Exp

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GENERAL Program

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
703 Programmers & Clerks	0	-18,000	-18,000	0	-18,000	-18,000	0	-14,568	-14,568
651/900 Brochure/Sponsors	3,000	-19,000	-16,000	3,000	-19,000	-16,000	17,902	-12,930	4,972
664 INTEREST	2,500	0	2,500	2,500	0	2,500	177	0	177
694 FIT CENTER(s) Rev	11,000	0	11,000	11,000	0	11,000	774	0	774
695 WASH Rev	2,500	0	2,500	2,500	0	2,500	1,829	0	1,829
695 CC Rev	3,500	0	3,500	3,500	0	3,500	3,468	0	3,468
695 FIELD Rev	50,000	0	50,000	50,000	0	50,000	36,554	0	36,554
696 STAR UTILITIES	20,000	0	20,000	20,000	0	20,000	6,747	0	6,747
900 Prog UNEMPLOYMENT	0	-4,000	-4,000	0	-4,000	-4,000	0	-766	-766
900 Prog FICA	0	-21,000	-21,000	0	-21,000	-21,000	0	-8,742	-8,742
900 CREDID CARD	0	-11,000	-11,000	0	-11,000	-11,000	0	-1,705	-1,705
959 RCS USE	0	-45,000	-45,000	0	-45,000	-45,000	0	-117	-117
	92,500	-118,000	-25,500	92,500	-118,000	-25,500	67,451	-38,829	28,622

A % of Permanent PT programmer staff wages are divided between Prog/Clerk line item (above), Department Adm. expense, specific programs they develop and for some Building Maint.

Majority of Brochure Ad/Sponsorship Revenue is now dispersed to events.

Some of the RCS Capital Developments have eliminated some facilities & fields. This in turn effects our usage for our programs and community use/reservations.

RCS Usage fee: \$25,000 Weekday Gym & Facility use. \$20,000 toward Pool Maint. approved In 2022.

RWB PARKS & RECREATION Budget Breakdown 2023-2024

rev 101-000-651. exp 101-697-700.

SPECIAL EVENTS

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
700 A&O RUN	0	0	0	0	0	0	0	-74	-74
702 GIFT CERT	200	0	200	200	0	200	100	0	100
703 Break W/ Santa	1,700	-1,600	100	1,700	-1,600	100	1,875	-1,668	207
705 HALLOWEEN	4,000	-5,500	-1,500	4,000	-5,500	-1,500	-41	-7,034	-7,075
706 EASTER	2,000	-4,000	-2,000	2,000	-4,000	-2,000	174	-10,134	-9,960
708 CONCERTS	4,000	-7,000	-3,000	4,000	-7,000	-3,000	0	-3,291	-3,291
709 AMUSE Not Used	0	0	0	0	0	0	0	0	0
710 TRIP FAMILY	4,000	-4,000	0	4,000	-4,000	0	10,371	-11,356	-985
711 Other Events	6,000	-24,000	-18,000	6,000	-24,000	-18,000	1,411	-16,391	-14,980
712 VALENTINE	1,000	-1,000	0	1,000	-1,000	0	492	0	492
715 PF PARADE	6,000	-5,000	1,000	6,000	-5,000	1,000	8,630	-2,751	5,879
716 PF FIREWORDS	4,500	-4,500	0	4,500	-4,500	0	6,150	-6,230	-80
718 PF SOFTBALL	0	0	0	0	0	0	0	0	0
719 PF KID & OTH	1,500	-4,000	-2,500	1,500	-4,000	-2,500	0	-3,681	-3,681
721 MOON/PICNIC	300	-500	-200	300	-500	-200	-325	540	215
726 SP EVENT 60+	7,000	-13,000	-6,000	7,000	-13,000	-6,000	9,716	-6,589	3,127
727 BOWLING	1,500	-1,700	-200	1,500	-1,700	-200	1,304	-1,389	-85
728 CHRISTMAS	4,000	-12,000	-8,000	4,000	-12,000	-8,000	75	-10,073	-9,998
733 SUPERVISOR	0	-16,000	-16,000	0	-16,000	-16,000	0	-9,643	-9,643
798 DAY TRIP 60+	10,000	-9,000	1,000	10,000	-9,000	1,000	7,523	-3,446	4,077
799 EXTEND TRIP 60+	50,000	-35,000	15,000	50,000	-35,000	15,000	45,435	-42,201	3,234
	107,700	-147,800	-40,100	107,700	-147,800	-40,100	92,890	-135,410	-42,521

Sponsorship funds are dispersed to allow for improved special events.

RWB PARKS & RECREATION Budget Breakdown 2023-2024

rev 101-000-651. exp 101-697-700.

PROGRAM BREAKDOWNS

Rev & Exp

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YOUTH

	2023-2024			2022-2023			ACTUAL 12/31/2022		
	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total	REVENUE	EXPENSE	Total
200 B BALL LEAGUE	25,000	-14,000	11,000	20,000	-14,000	6,000	28,531	-6,218	22,313
201 BONANZA	30,000	-24,000	6,000	20,000	-24,000	-4,000	31,119	-23,429	7,690
202 TOT ENRICH	80,000	-7,000	73,000	8,000	-7,000	1,000	4,784	-3,960	824
203 TOT SPORT	9,000	-7,000	2,000	10,000	-7,000	3,000	8,237	-6,062	2,175
206 RHS BASEBALL	7,000	-4,000	3,000	6,000	-4,000	2,000	7,576	-5,597	1,980
209 MARTIAL	15,000	-10,500	4,500	15,000	-10,500	4,500	11,019	-10,634	385
210 RHS FT BALL	7,000	-5,000	2,000	7,000	-5,000	2,000	8,423	-5,715	2,709
211 MISC	2,000	-1,500	500	2,000	-1,500	500	1,785	-1,062	723
212 FENCING	1,000	-700	300	2,500	-1,000	1,500	412	-200	212
213 BOWLING	0	-1,300	-1,300	1,500	-1,300	200	0	0	0
214 ARCHERY	3,000	-3,600	-600	4,000	-3,600	400	2,580	-3,228	-648
215 RHS CHEER	0	0	0	0	0	0	0	0	0
216 RHS B BALL	15,000	-13,000	2,000	10,000	-7,000	3,000	17,070	-12,633	4,436
217 ENRICHMENT	20,000	-22,000	-2,000	23,000	-22,000	1,000	18,819	-19,967	-1,148
218 MI FLAG FT BALL	4,000	-400	3,600	4,000	-400	3,600	4,410	-80	4,330
221 RHS OTH CAMPS	5,000	-4,000	1,000	5,000	-4,000	1,000	6,290	-4,842	1,448
222 RHS V BALL	0	0	0	9,000	-8,000	1,000	0	0	0
224 DONATIONS-FEE	0	0	0	0	0	0	0	0	0
	223,000	-118,000	105,000	147,000	-120,300	26,700	151,055	-103,627	47,428

NOTE: Offered free, outside, Programs in a Box Pick Up & virtual opportunities during Shutdowns.

TOTAL Programs

664,300 -602,700 61,600

588,300 -605,000 -16,700

520,057 -413,667 106,390

S.T.A.R. (Senior Transportation Thru Advance Reservations)

Drug and Alcohol Policy

Effective as of 8/18/2009

Policy Revised on 10/10/2013

Policy Revised

04/26/2022

Adopted by: _____ Date _____

Title: Commissioner

Adopted by _____ Date _____

Title: Commissioner

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I. Purpose of Policy

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program manager's office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>.

All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655.

Portions of this policy are not FTA-mandated, but reflect S.T.A.R. (Senior Transportation Thru Advance Reservations)'s policy. These additional provisions are identified by **bold text**.

In addition, DOT has published 49 CFR Part 32, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA.

The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify Doris Lawrence 586-752-9010 no later than five days after such conviction.

2. Covered Employees

This policy applies to every person, including an applicant or transferee, who performs or will perform a "safety-sensitive function" as defined in Part 655, section 655.4.

You are a covered employee if you perform any of the following:

- Operating a revenue service vehicle, in or out of revenue service
- Operating a non-revenue vehicle requiring a commercial driver's license
- Controlling movement or dispatch of a revenue service vehicle
- Maintaining (including repairs, overhaul and rebuilding) of a revenue service vehicle or equipment used in revenue service
- Carrying a firearm for security purposes

See Attachment A for a list of covered positions by job title.

3. Prohibited Behavior

Use of illegal drugs is prohibited at all times. Prohibited drugs include:

- marijuana
- cocaine

- phencyclidine (PCP)
- opioids
- amphetamines

All covered employees are prohibited from performing or continuing to perform safety-sensitive functions while having an alcohol concentration of 0.04 or greater.

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. If the on-call employee claims the ability to perform his or her safety-sensitive function, he or she must take an alcohol test with a result of less than 0.02 prior to performance.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

All covered employees required to take a post-accident test are prohibited from consuming alcohol for eight (8) hours following involvement in an accident or until he or she submits to the post-accident drug and alcohol test, whichever occurs first.

4. Consequences for Violations

Following a positive drug or alcohol (BAC at or above 0.04) test result or test refusal, the employee will be immediately removed from safety-sensitive duty and referred to a Substance Abuse Professional.

Following a BAC of 0.02 or greater, but less than 0.04, the employee will be immediately removed from safety-sensitive duties until the start of their next regularly scheduled duty period (but for not less than eight hours) unless a retest results in the employee's alcohol concentration being less than 0.02.

Treatment/Discipline

Per S.T.A.R. (Senior Transportation Thru Advance Reservations) policy, any employee who tests positive for drugs or alcohol (BAC at or above 0.04) or refuses to test will be immediately removed from safety-sensitive duties and provided a listing of qualified substance abuse professionals (SAP).

Employees affected by this section may be considered for a "second chance" reinstatement on condition they successfully complete a substance abuse treatment program administered by a qualified SAP and submits to testing as defined in the return to duty and follow-up testing sections of this Policy.

The costs associated with the treatment provided by a SAP shall be borne by the employee. The employee may use any available accumulated leave in accordance with leave policies in order to participate in extended counseling and / or rehabilitation.

5. Circumstances for Testing

Pre-Employment Testing

A negative pre-employment drug test result is required before an employee can first perform safety-sensitive functions. If a pre-employment test is cancelled, the individual will be required to undergo another test and successfully pass with a verified negative result before performing safety-sensitive functions.

If a covered employee has not performed a safety-sensitive function for 90 or more consecutive calendar days, and has not been in the random testing pool during that time, the employee must take and pass a pre-employment test before he or she can return to a safety-sensitive function.

A covered employee or applicant who has previously failed or refused a DOT pre-employment drug and/or alcohol test must provide proof of having successfully completed a referral, evaluation, and treatment plan meeting DOT requirements.

Reasonable Suspicion Testing

All covered employees shall be subject to a drug and/or alcohol test when S.T.A.R. (Senior Transportation Thru Advance Reservations) has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. A reasonable suspicion referral for testing will be made by a trained supervisor or other trained company official on the basis of specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the covered employee.

Covered employees may be subject to reasonable suspicion drug testing any time while on duty. Covered employees may be subject to reasonable suspicion alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions.

Post-Accident Testing

Covered employees shall be subject to post-accident drug and alcohol testing under the following circumstances:

Fatal Accidents

As soon as practicable following an accident involving the loss of a human life, drug and alcohol tests will be conducted on each surviving covered employee operating the public transportation vehicle at the time of the accident. In addition, any other covered employee whose performance could have contributed to the accident, as determined by S.T.A.R. (Senior Transportation Thru Advance Reservations) using the best information available at the time of the decision, will be tested.

Non-fatal Accidents

As soon as practicable following an accident not involving the loss of a human life, drug and alcohol tests will be conducted on each covered employee operating the public transportation vehicle at the time of the accident if at least one of the following conditions is met:

- (1) The accident results in injuries requiring immediate medical treatment away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (2) One or more vehicles incurs disabling damage and must be towed away from the scene, unless the covered employee can be completely discounted as a contributing factor to the accident
- (3) The vehicle is a rail car, trolley car or bus, or vessel, and is removed from operation, unless the covered employee can be completely discounted as a contributing factor to the accident

In addition, any other covered employee whose performance could have contributed to the accident, as determined by S.T.A.R. (Senior Transportation Thru Advance Reservations) using the best information available at the time of the decision, will be tested.

A covered employee subject to post-accident testing must remain readily available, or it is considered a refusal to test. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following an accident or to prohibit a covered employee from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary emergency medical care.

Random Testing

Random drug and alcohol tests are unannounced and unpredictable, and the dates for administering random tests are spread reasonably throughout the calendar year. Random testing will be conducted at all times of the day when safety-sensitive functions are performed.

Testing rates will meet or exceed the minimum annual percentage rate set each year by the FTA administrator. The current year testing rates can be viewed online at www.transportation.gov/odapc/random-testing-rates.

The selection of employees for random drug and alcohol testing will be made by a scientifically valid method, such as a random number table or a computer-based random number generator. Under the selection process used, each covered employee will have an equal chance of being tested each time selections are made.

A covered employee may only be randomly tested for alcohol misuse while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be randomly tested for prohibited drug use anytime while on duty.

Each covered employee who is notified of selection for random drug or random alcohol testing must immediately proceed to the designated testing site.

Return to Duty Testing

Any employee who is allowed to return to safety-sensitive duty after failing or refusing to submit to a DOT drug and/or alcohol test must first be evaluated by a substance abuse professional (SAP), complete a SAP-required program of education and/or treatment, and provide a negative return-to-duty drug test result and/or an alcohol test result of less than 0.02. Any return-to-duty drug testing will be directly observed. All tests will be conducted in accordance with 49 CFR Part 40, Subpart O.

Follow-up Testing

Employees returning to safety-sensitive duty following a return-to-duty test will be required to undergo unannounced follow-up alcohol and/or drug testing for a period of one (1) to five (5) years, as directed by the SAP. The duration of testing will be extended to account for any subsequent leaves of absence, as necessary. The type (drug and/or alcohol), number, and frequency of such follow-up testing shall be directed by the SAP.

A covered employee may only be subject to follow-up alcohol testing while the employee is performing safety-sensitive functions, just before the employee is to perform safety-sensitive functions, or just after the employee has ceased performing such functions. A covered employee may be subject to follow-up drug testing anytime while on duty. All follow-up drug tests will be directly observed. All testing will be conducted in accordance with 49 CFR Part 40, Subpart O.

6. Testing Procedures

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

Dilute Urine Specimen

If there is a negative dilute test result, S.T.A.R. (Senior Transportation Thru Advance Reservations) will accept the test result and there will be no retest, unless the creatinine concentration of a negative dilute specimen was greater than or equal to 2 mg/dL, but less than or equal to 5 mg/dL.

Dilute negative results with a creatinine level greater than or equal to 2 mg/dL but less than or equal to 5 mg/dL require an immediate recollection under direct observation (see 49 CFR Part 40, section 40.67).

Split Specimen Test

In the event of a verified positive test result, or a verified adulterated or substituted result, the employee can request that the split specimen be tested at a second laboratory. S.T.A.R. (Senior Transportation Thru Advance Reservations) guarantees that the split specimen test will be conducted in a timely fashion.

The covered employee shall not be required to pay for the testing of the split sample unless it confirms the result of the primary specimen analysis. If the employee is not able to pay for the testing, S.T.A.R. will guarantee that the cost for the split specimen test is covered in order for a timely analysis of the sample.

7. Test Refusals

As a covered employee, you have refused to test if you:

- (1) Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by S.T.A.R. (Senior Transportation Thru Advance Reservations).
- (2) Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
- (3) Fail to attempt to provide a breath or urine specimen. An employee who does not provide a urine or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
- (4) In the case of a directly-observed or monitored urine drug collection, fail to permit monitoring or observation of your provision of a specimen.
- (5) Fail to provide a sufficient quantity of urine or breath without a valid medical explanation.
- (6) Fail or decline to take a second test as directed by the collector or S.T.A.R. (Senior Transportation Thru Advance Reservations) for drug testing.
- (7) Fail to undergo a medical evaluation as required by the MRO or S.T.A.R. (Senior Transportation Thru Advance Reservations)'s Designated Employer Representative (DER).
- (8) Fail to cooperate with any part of the testing process.
- (9) Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly-observed test.
- (10) Possess or wear a prosthetic or other device used to tamper with the collection process.
- (11) Admit to the adulteration or substitution of a specimen to the collector or MRO.
- (12) Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
- (13) Fail to remain readily available following an accident.

As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

As a covered employee, if you refuse to take a drug and/or alcohol test, you incur the same consequences as testing positive and will be immediately removed from performing safety-sensitive functions, and referred to a SAP.

8. Contact Person

For questions about S.T.A.R. (Senior Transportation Thru Advance Reservations)'s anti-drug and alcohol misuse program, contact Doris Lawrence Operations Manager 586-752-9010

Attachment A: Covered Positions

All employees with the exception of the Program's Director and Operations Manager are required to be available to operate the SMART Bus (Revenue Service Vehicle) at any time, and as such shall be designated as safety-sensitive.

The employees in the following positions shall be designated as safety-sensitive:

1. Bus, Van or Car operators
2. Dispatchers

Proposal to Facilitate WBR P&R Commission Deliverables -Rosenberg

4 messages

rcr8760@aol.com <rcr8760@aol.com>

Tue, Jan 3, 2023 at 7:27 AM

Reply-To: rcr8760@aol.com

To: "lcraffey@brucetwp.org" <lcraffey@brucetwp.org>, "detkowskid@washingtontwpmi.org" <detkowskid@washingtontwpmi.org>, "supervisor@brucetwp.org" <supervisor@brucetwp.org>, "olsenc@washingtontwpmi.org" <olsenc@washingtontwpmi.org>, "russellc@rbpr.com" <russellc@rbpr.com>

Good morning to the members of the Commission,

As I have followed the activities of the P&R Commission I have been increasingly concerned about what I see as lack of progress and I have wondered if there is some way to help move forward.

Over the last couple of months Gary Kopp, Mike Trembley and I have been talking about various ideas to accomplish this. I believe by having; a clear set of goals, assigned responsibilities, and clear timelines, this transitional Commission can be very successful, and I'm submitting the following proposal for your consideration.

WBR PARKS & RECREATION COMMISSION
PROPOSAL TO FACILITATE COMMISSION DELIVERABLES

Richard C. Rosenberg

January 3, 2023

After four years of uncertainty about the future of the RWB Parks and Recreation organization, a new Inter-Local Agreement was signed by both Bruce and Washington Townships on August 17, 2022. This new Agreement addressed many of the weaknesses that had been identified in the original agreement and Commission structure. This is an excellent document that will stand the test of time and carry P&R activities forward for many years to come.

The agreement establishes that the Commissioners at the time of signing, Dan Detkowski and Mike Fillbrook, with Cindy Olsen and Lisa Craffey as alternatives, continue for the first year and then transfer control to a new five member commission.

This is a very important year, as the transition of leadership responsibility, moves from the Township Elected Officials to appointed citizen commissioners. Since the citizens on new commission are, by design, chosen for their focus on the operation of the Parks and Rec. organization they may not be experienced in board functions. It is therefore imperative that a structure be in place that allows them focus on the task at hand and not struggle to create the necessary policies and procedures needed for efficient operation.

After attending some of the recent meetings and reviewing, in detail, video recordings of the last four meetings, I see that little progress is being made toward completing the tasks that I and many others think need to be done to successfully hand-off a functional organization to the new five member Commission in August 2023. The reasons for this are many and complex, but let us not dwell on them and **GET TO WORK**.

In order to affect this transition I would like to suggest the Commission starts to assume the roles spelled out for leadership positions in the new structure.

Dan Detkowski to concentrate current facility improvements and coordinate with the Master Plan development since it drives future park improvements. In addition, to insure that Commission functions (bank accounts, insurance policies and registrations) are transferred to the new WBR.

Mike Fillbrook. to serve as Treasurer and work with Clara to develop 2023/24 budget and format of required quarterly reports to the Twp. Boards.

Lisa Craffey, assisted by Cindy Olsen, continue to review, revise and develop the policies and procedures so badly needed to insure smooth operation of the new Commission.

Cindy Olsen to serve as Secretary and work with Clara to prepare monthly agendas, produce minutes and ensure records retention and easy of record access.

Following up on Lisa Craffey's suggestion at the Nov. 18th for a meeting facilitator:

I'm willing to serve as a temporary facilitator/project manager with the following job description (note: this is not the position of Chairman, as defined by the By-Laws, my role would only be: to run the meetings):

Facilitate P&R Meetings

1. Serve as moderator of the meeting, following the Commission approved agenda, using Robert's Rules of Order.
2. Ensure audience participation is confined to the public comment period, on agenda items at the start of the meeting and general comments at the end of the meeting, with a firm three-minute time limit.
3. Offer suggestions that may help the group reach a decision.
4. Limit my comments at the request of either Commissioner.

Project Management

1. Develop an agreed upon list of deliverables.
- ; 2. Track the Commission deliverables and ensure they are available in a timely manner.

Recommended Deliverables Include:

- o Job Description for Director
- o Signed Contract with Director
- o Selection of 5 New Commissioners
- o Quarterly Report Policy
- o Budget 2023-24
- o Master Plan
- o Transfer of Bank Accounts
- o Transfer of Insurance Policies
- o State Registration of New Name
- o Transfer of Morton Street Lease
- o Retain Commission Attorney
- o New Chart of Accounts
- o Purchasing Policy
- o Check Approval Policy
- o Hiring Policy
- o Staff Job Descriptions
- o Annual Staff Evolution Policy
- o Capital Improvement Definition
- o Increase Pool of Candidates for Commissioners

Attached is a MS Word copy of the complete proposal for ease of editing.
A detailed Excel spreadsheet of deliverables for tracking purposes.
Also attached is a copy of my resume, indicating my experience as a facilitator.

Hopefully, I have demonstrated of the last four years that I am a very strong supporter of the WBR Parks and Recreation function and I'm willing to help bring this new organization forward into a new era.

In closing, this is just a proposal, subject to modification, as requested by the Commission.

Dick Rosenberg
586 255 3779

some added thoughts this morning;

First, I like each of you. I think we can freely exchange and debate ideas. I know that each of you are devoted to serving the citizens, do your homework, and put you heart and time into the job.

In the last couple of days I had the time to review, in detail, your Dec. 15th meeting, to see if what I'm suggesting, would help accelerate completion of the transition to the new five member board. And I'm convinced that it can. What I saw were a lot of very good ideas being put forward, but the lack of a person to structure the discussions was very apparent. It seems like at least three people were trying to control the meeting.

You may say it is presumptuous on my part to suggest that I take on this role. All I can say is, that as I reflect back on both my professional and political career, this is not my first rodeo.

Others have suggested that a better approach would be for me to apply for a position on the new board. Frankly, I have been working on the P&R issue since May 2019 and I need to move on. My responsibility as Chairman of the Samaritan House Board of Directors is expanding and my family and our three young grand kids are my key focus.

Respectfully,
dick rosenberg

3 attachments

 **Rosenberg_Resume2022.doc**
28K

 **RWB Commission Improvement Plan Da 121422..docx**
23K

 **P&R Comm Deliverables 121622.xlsx**
14K

Lisa Craffey <lcraffey@brucetwp.org>

Sun, Jan 8, 2023 at 8:54 AM

To: "detkowskid@washingtontwpmi.org" <detkowskid@washingtontwpmi.org>, Mike Fillbrook <mfillbrook@brucetwp.org>, "olsenc@washingtontwpmi.org" <olsenc@washingtontwpmi.org>, "russellc@rwbpr.com" <russellc@rwbpr.com>, "rcr8760@aol.com" <rcr8760@aol.com>

My apologies for the delay in responding. I do like this idea. Can we please add this to the agenda for discussion. I'm in favor of doing whatever is best to keep meetings on track, respectful (audience included), and commission members moving forward per the interlocal agreement.

Also, can we please confirm meeting start time is 6pm on 1/19. I am unable to make 5pm meetings and 6pm is the time I've advised the attorney of the meeting. I thought I had seen 5pm on the Parks and Rec website. Please confirm. Thank you all.

Lisa Craffey

Bruce Township Trustee

Lcraffey@brucetwp.org



From: rcr8760@aol.com <rcr8760@aol.com>

Sent: Tuesday, January 3, 2023 7:27:23 AM

To: Lisa Craffey; detkowskid@washingtontwpmi.org; Mike Fillbrook; olsenc@washingtontwpmi.org; russellc@rwbpr.com

Subject: Proposal to Facilitate WBR P&R Commission Deliverables -Rosenberg

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January 3, 2023

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Following up on Lisa Craffey's suggestion at the Nov. 18th for a meeting facilitator:

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

Clara Russell <russellc@rwbpr.org>

Sun, Jan 8, 2023 at 10:29 AM

To: Lisa Craffey <lcraffey@brucetwp.org>

Cc: "detkowskid@washingtontwpmi.org" <detkowskid@washingtontwpmi.org>, Mike Fillbrook <mfillbrook@brucetwp.org>, "olsenc@washingtontwpmi.org" <olsenc@washingtontwpmi.org>, "russellc@rwbpr.com" <russellc@rwbpr.com>, "rcr8760@aol.com" <rcr8760@aol.com>

5:00 pm is the final Master Plan Public Review that is mandatory so we can get doc to state by 2/1. The commission meeting follows.

[Quoted text hidden]

—
Clara Russell, Director

Romeo-Washington-Bruce Parks & Recreation
STAR Transportation
russellc@rwbpr.org
(586) 752-6543 Ext 1406

Olsen, Cindy <olsenc@washingtontwpmi.org>

Tue, Jan 10, 2023 at 1:31 PM

To: Lisa Craffey <lcraffey@brucetwp.org>

Cc: Mike Fillbrook <mfillbrook@brucetwp.org>, "detkowskid@washingtontwpmi.org" <detkowskid@washingtontwpmi.org>, "rcr8760@aol.com" <rcr8760@aol.com>, "russellc@rwbpr.com" <russellc@rwbpr.com>

I am in agreement with Lisa for the same reasons she stated.

Cindy Olsen

On Sun, Jan 8, 2023 at 8:54 AM Lisa Craffey <lcraffey@brucetwp.org> wrote:

[Quoted text hidden]

—

Regards,
Cindy Olsen
Washington Twp. Trustee

Jr. Rec BASKETBALL K-2nd Grade League

PARENT COACHES NEEDED

NEW 1-2ND SKILL GROUP FOR 2023!

Skills, drills, techniques and games! Teams will be determined and schedules set/mailed after first day evaluations. **League Policy; Sorry, placement requests are NOT accepted in this league. Game times depend on enrollment. T-shirt included.*

Saturdays, Jan 21 - March 11

*7wks; *no league 2/18*

Amanda Moore Elem. Gym \$65 NR \$71

First day eval times **ONLY** listed below:
subject to change based on enrollment

(2002) Beg; K-1st	8:30-9:30 am
(2003) Beg/Int; 1st-2nd	9:45-10:45 am
(2004) Advanced; 1st-2nd	11:00 am-noon



Archery Lessons

Adult & Youth; Ages 8+

Instructor: Dean Burnett
8 Week Session

This class is for everyone: beginners, advanced archers, hunters, or not. Sharpen your skills or learn how to use a bow. Equipment provided (Genesis Compound Bow) or bring your own. RWB Parks & Rec is not responsible for personal equipment brought to class.

Wed, May 10 - Jun 28 \$100 NR \$106

(3304) 6:00 - 7:00 pm

(3305) 7:15 - 8:15 pm

Octagon Barn: 57500 Van Dyke, Washington

***SESSION 2 ARCHERY SESSION WILL BEGIN IN JULY**



Parent & Child YOGA

Youth & Adult *All Ages

Promote a healthy lifestyle for you & your child by practicing Yoga together! You'll learn basic poses and have fun doing it! *Please bring your own Yoga mat or towel.*

2 sessions ; sessions 4 weeks

(2302) Begins Sat, Jan 21 10:15-11:00am

(2303) Begins Sat, Mar 4 10:15-11:00am

Romeo Center \$30 per person; NR \$36

For P&R automatic updates
& newsletters, send
your email address to:

**email
update**

generalinfo@rwbparcsrec.org

YOUTH TENNIS LESSONS 5 WEEK COURSE



Instructor: Susan Gavin

Tennis lessons for the Beginner & Advanced.

Tues, May 2 - 30

\$82 NR \$88

Washington Twp Tennis Courts

(3320) MIGHTY HITTERS 1 4:30 pm - 5:30 pm
Beginner; ages 6-10. Lessons focus on hand eye coordination, hitting concepts & fun tennis games.

(3321) *MIGHTY HITTERS 2 5:30 pm - 6:30 pm
NEW OPTION Open for beginners 9-11 and/or players ages 6-8 that have completed a minimum of two Mighty Hitter 1 sessions. Lessons focus on hitting concepts & ball rallying from the service line.

(3322) JR HITTERS 6:30 pm - 7:30 pm
Ages 12 & up. Focus on rallying from the base line & introducing match play.

Please bring your own racquet to class

TOT EVENTS & ENRICHMENT

Parent & Child

YOGA

Youth & Adult • All Ages

Yoga benefits kids and adults alike. It helps relieve stress and anxiety, improves sleeping patterns, plus boosts immunity. Practiced regularly, Yoga can also stimulate mindfulness, inner strength, stamina, and balance. These 4 week classes will show you and your child how to do fun, basic poses. You will leave relaxed, rejuvenated and energized. **Please bring your own Yoga mat or towel.*

2 sessions ; sessions 4 weeks

(2302) Begins Sat, Jan 21 10:15-11:00am

(2303) Begins Sat, Mar 4 10:15-11:00am

Romeo Center \$30 per person; NR \$36

Cookie Decorating

INSTRUCTOR: MEGHAN FARR

Your tot will enjoy decorating season-themed cookies with a professional baker! Shaped cookies, frostings & toppings will be provided for your little one to create a delicious work of art! Ages 2-5.

WINTER (3222) Thurs, Feb 2

10am - 11am

Romeo Center

\$20; NR \$23

SPRING (3223) Wed, May 10

10am - 11am

Romeo Center

\$20; NR \$23



cupid cuties'

VALENTINE'S DAY PARTY

WITH ANGELES PICHETTE

AGES 2-5

Your toddler will *LOVE* this Valentine's Day Party! Tots will play musical hearts, make cards for their loved ones, enjoy crafts & games, and more!

(3205) Thurs, Feb 9

10:30-11:30 am

Community Center

\$12; NR: \$15

Dr Seuss BIRTHDAY PARTY

Instructor: Angeles Pichette

Your tot is invited to celebrate Dr. Seuss' Birthday with RWB Parks & Rec!

CRAFTS • GAMES • AND MORE

ALL SEUSS THEMED!

AGES 2 - 5

(3208) THURS, MARCH 2

1:00 - 2:00PM

ROMEO CENTER

\$12; NR \$15

