

**CHARTER TOWNSHIP OF YPSILANTI  
PARK COMMISSION  
APPROVED MINUTES OF THE JANUARY 6, 2020 REGULAR MEETING**

*Park Commission Agendas and Minutes are available on the township website at  
<https://ytown.org/park-commission>*

**I. Call to Order**

Vice Chair Edward Burnett called the meeting to order at 6:33pm in the Charter Township of Ypsilanti Civic Center’s Board Room

**II. Roll Call**

**Commissioners Present:** Edward Burnett, Elizabeth Corder, Sage Pazyamor, Gloria Peterson, David Streeter, and Debbie Swanson

**Commissioners Absent:** Brad Cannon

**Staff Present:** Mike Hoffmeister

**Township Board Members Present:** Monica Ross-Williams

**III. Election of Chair-confirmation**

David Streeter had been elected as Chair on December 9, 2019, contingent upon his acceptance of the position. Streeter accepted.

**IV. Determination of Quorum**

Quorum present

**V. Approval of Agenda**

Motion to approve the agenda made by Peterson

Seconded by Swanson

Motion Carried

**VI. Approval of Minutes – December 9, 2019**

Motion to approve December 9, 2019 minutes made by Peterson

Seconded by Swanson

Motion Carried

**VII. Citizens Participation**

John Woodcock of 6303 Oakhurst Drive asked if the new gate at Hewen Creek Park could be left open. Director Hoffmeister stated that the majority of parks are closed in the winter due to liability concerns since there is not enough staffing to maintain pathways and parking.

**VIII. Reports**

**A. Staff Reports**

Hoffmeister shared that he will request the Township Board for bid approval for Community Center flooring project. He also stated that the Township received grant funding for the Loonfeather Park proposal. Streeter shared an email from Verges that there is a MParks conference and trade show on January 29<sup>th</sup> in Novi, free for township officials including the Park Commission to attend.

**B. Commissioner Reports**  
None

**IX. Unfinished Business**

**A. Dog Park**  
No updates

**B. Hewens Creek**  
Hoffmeister stated they have received a draft of maps for the area, reviewed with John Woodcock and Trail Coordinator Mark Goodman with Potowatomi Chapter of the International Mountain Biking Association. Says they have discussed a plan to get trail maps up and all parties are in agreement of the plan.

**X. New Business**

**A. Updated Park Commission Meeting Locations**

In Ypsilanti Township Board Room unless as noted

January 6	February 3	March 2***	April 6
May 4*	June 1	July 6	August 3*
September 14***	October 5	November 2**	December 7

- \*1st floor conference room
- \*\*2nd floor conference room
- \*\*\*Cafeteria

**B. LPI Publishing Services Agreement**

Hoffmeister shared a proposal with LPI Publishing to do recreation brochures at no cost to Township for design and printing. The mailings would have advertising, and the cost of mailing would be the Township’s responsibility. This company also provides this service for the Township’s 50 and Beyond program. Swanson expressed concern that the company is not local and inquired as to whether the labor is union. Peterson asked if the advertisements would be for Ypsilanti Township businesses only. Hoffmeister stated he would look into commission’s concerns and report back. In the meantime, Parks and Recreation will be publishing a flier with information on parks and programs that will be mailed with the YCUA bills, saving the Township on the cost of mailings.

**C. Special Event Application and Policy**

Hoffmeister presented the proposed Special Event Application and Policy. Commissioners asked for more time to review and to be included in the application review process. Commissioners also wanted to inform that Appleridge Reunion be informed of the change and have the opportunity to possibly have their past agreements grandfathered in.

**D. Annual Review**

Motion to approve 2019 Annual Report made by Swanson  
Seconded by Corder

Motion Carried

**XI. Announcements**

None

**XII. Recommendations to the Township Board**

None

**XIII. Adjournment**

Motion to adjourn made by Peterson

Seconded by Swanson

Meeting Adjourned at 7:45pm

Motion Carried Unanimously

Minutes Taken and Prepared by Sage Pazyamor, Secretary  
Minutes Approved by Park Commission on February 3, 2020