

Regular Meeting  
Active Adult Center Advisory Board  
November 19, 2024

A Regular Meeting of the Madison Heights Active Adult Center Advisory Board was called to order by Vice Chair Patton, November 19, 2024, at 1:00 p.m. at the Madison Heights City Hall Building at 300 W. 13 Mile Rd., Madison Heights, MI 48071.

Present: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, Topping and Quigley.  
Also Present: Center Supervisor Cowan, DPS Director Ballantine, and Councilor Wright.  
Excused: None.

**19-01. Minutes.**

Motion by Ms. Juska-Svoba seconded by Ms. Quigley to adopt the minutes from the Regular Meeting of October 15, 2024.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, Topping and Quigley.  
Nays: None.  
Excused: None.

**19-02. Meeting Open to the Public.**

None.

**19-03. Staff Report.**

Ms. Cowan updated the Board on programs that are coming up including lunch and learns, trips, classes, parties, a fundraiser, an early Holiday lunch, a scam presentation from the Community Coalition and the Police Department, building closures and a Holiday Bazaar on the night of the City's Tree Lighting.

**19-04. Maintenance Requests**

Mr. Ballantine reported the contractor was out recently and is working on punch list items.

**19-05. Budget Requests**

Ms. Cowan reported she hasn't heard back yet from SMART about the Mobility and Service Expansion Grant.

**19-06. Unfinished Business.**

Ms. Cowan reported City staff and patrons are getting more and more familiar with the new software program (CivicRec).

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Ms. Cowan reported that she spoke with the City's finance department about the Board wanting to donate monies to help seniors in need of help with their water bills. Finance asked if the Board could donate a lump sum to the City and let them decide on a case-by-case basis how to donate the monies instead of having the AAC Board decide each case-by-case basis. There was discussion on that and how much the Board would like to donate.

Motion by Ms. Bessler seconded by Ms. Ratliff to donate \$1,000.00 from the escrow account to the City to help seniors in need of help with their water bills.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, Topping and Quigley.  
Nays: None.  
Excused: None.

After the vote there was further discussion regarding donating the regular \$100 a month to another organization. The Board asked for suggestions and Ms. Cowan mentioned that the front desk is taking donations of gift cards to be given out to seniors in need at the holidays.

Motion by Ms. Patton seconded by Ms. Mowry to donate \$100 to the AAC to use for gift cards for seniors in need at the holidays.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, Topping and Quigley.  
Nays: None.  
Excused: None.

**19-07. New Business.**

Ms. Cowan reminded everyone the Holiday Lights dinner and drive around would be on Tuesday, December 17. Everyone should meet at the AAC at 4 pm. We will go to dinner at Madhouse Grill first and then drive around to judge the lights. Spouses are welcome to attend as well.

Ms. Cowan also reminded the Board that we will take a group photo after the meeting today.

**19-08. Treasurer's Report.**

Motion by Ms. Patton seconded by Ms. Smith to approve the October Treasurer's report.

Yeas: Bessler, Juska-Svoba, Mowry, Patton, Ratliff, Salley, Smith, Topping and Quigley.  
Nays: None.  
Excused: None.

**19-09. Council & Administration Updates.**

Councilor Wright reported that City Council has been working on a consent agenda, which has streamlined the vote process. If they have specific topics that are non-controversial routine items that all members are likely to approve, they can all be approved through one vote instead of having to consider them individually. Any council member can pull an item for specific consideration should they wish.

Councilor Wright mentioned that the Board approved for extra CDBG funding to be used for snow removal for senior residents in need. Ms. Cowan stated that 52 seniors have signed up for the income verified program and will receive up to 15 snow removals this season, for free.

Councilor Wright reminded everyone that the City Tree Lighting will take place next Monday evening.

Mr. Ballantine reported yard waste cleanup is going well, and curbside leaf pick up will continue until the first major snowfall or all the leaves are down, around mid-December.

Mr. Ballantine that DPS is prepared for the upcoming snow removal season as well.

Mr. Ballantine stated DPS staff have been working hard on decorations for the City's Tree Lighting.

Mr. Ballantine stated the Recreation Department's Bingo Night event was a lot of fun and they would be having another one sometime soon.

Mr. Ballantine reported that Strategic Planning season is starting for the upcoming City budget. He mentioned City Manager Marsh has streamlined the process and made it a much easier than it has been in the past.

Ms. Patton mentioned she needs back ups for the Thursday Pop Up Sale if anyone would like to volunteer. Several members of the Board mentioned they might be able to help.

**19-10. Adjournment.**

The meeting was adjourned at 1:45 pm. Our next meeting will be on Tuesday, January 21, 2025 at 1:00 pm.

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Jennifer Cowan  
Active Adult Supervisor