

Regular Meeting
Active Adult Center Advisory Board
March 18, 2025

A Regular Meeting of the Madison Heights Active Adult Center Advisory Board was called to order by Chair Salley, March 18, 2025, 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, Councilor Wright.
Excused: None.

19-01. Minutes.

Motion by Ms. Juska-Svoba seconded by Ms. Mowry to adopt the minutes from the Regular Meeting of February 18, 2025.

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 new mindfulness class and the upcoming driver safety program.

19-04. Maintenance Requests

Mr. Ballantine updated the Board on the remaining punch list items. The HVAC is working properly, we are monitoring the fireplace to ensure it is functioning correctly, the contractor handling the lighting missed their scheduled date but will hopefully be in by the end of the month and Mr. Ballantine is still working on the shades for the dining room. Several Board members stated the dining room has been very cold lately, particularly last Thursday for bingo and today for taxes. This information had not been relayed to staff before the meeting. Both Mr. Ballantine and Ms. Cowan reminded members to let the front desk know so Mr. Ballantine can look up the functioning of the system in the moment to see if something isn't working properly at the time.

Mr. Ballantine reported that the approximate cost for one bathroom to be updated with a handicap button opening would be \$5,000.00. There was discussion on whether or not the button is really needed and in the end the Board decided it was. Mr. Ballantine stated the City would be able to come up

with half of the cost, but we would have to figure out how to pay for the other half. Board members agreed we could cover the other half with escrow account funds.

Motion by Ms. Bessler seconded by Ms. Patton to approve half the cost of the handicap button for one bathroom (approximately \$2,500.00) from the escrow account.

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

19-05. Budget Requests

None.

19-06. Unfinished Business.

Ms. Cowan let Board members know that we need to change the date for the summer beautification drive around to Monday, July 21. We will meet at the AAC at 10 am, drive around and then go to lunch after.

19-07. New Business.

Ms. Cowan stated a couple Board members had asked about things that regularly are charged out of the escrow account, and why they are. Because of that she wanted to go over those purchases that were voted on most likely 10 years or more ago, to ensure Board members were still okay with those continuing. The purchases include vending supplies, exercise equipment maintenance and repairs, items for people in need, volunteer birthday and holiday gifts and food for staff meetings, birthdays and snacks for the office. Ms. Cowan explained how former Board members had decided that those purchases should come out of the escrow account. Board members agreed they were fine with those purchases continuing. Ms. Cowan also stated a Board member recently asked why we need to poll the Board in order to purchase flowers for someone on the Board who is ill or has experienced a loss. Ms. Cowan explained that a vote was never completed on that, that former boards had decided to continue to poll Board members before purchasing flowers. There was a lively discussion between staff, admin and Board members regarding this. Due to a variety of opinions everyone agreed we should table the decision until the next board meeting, so everyone had time to think on it. Several members asked if the bylaws covered escrow account purchases and Ms. Cowan stated she did not believe the bylaws described anything regarding the escrow account, and even if it did, it was not anything in depth. Several Board members asked if they could have a copy of the bylaws and Ms. Cowan stated she would print a copy of the bylaws and the rules and regulations as well for everyone after the Board meeting.

19-08. Treasurer's Report.

Ms. Cowan supplied the February 2025 treasurer's report copies to everyone to add to the December 2024 and January 2025 reports Board members received as part of their packet ahead of time. Ms. Cowan went over some items on the reports and pointed out how the escrow account has gone from having around \$28,000.00 to \$20,000.00 after recent donations and purchases.

Motion by Ms. Mowry seconded by Ms. Quigley to approve the November Treasurer's report.

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

19-09. Council & Administration Updates.

Mr. Ballantine reported the Recreation brochure has gone out in the mail and that the brochure included info on the DPS spring clean-up week, starting May 5. May 5-9 there will be free chipping and on May 10 DPS will hold its annual spring clean-up day.

Mr. Ballantine also reported that yard waste collection started this week, and the compost pile should be ready at DPS within a month.

Mr. Ballantine stated all Board members should have received an email regarding upcoming Environmental Citizens Committee meetings. All boards have been invited (as well as the public now). The current solid waste contract is up, and the City is looking to have feedback regarding what residents would like to see for instance as far as bins, so the City can have input before they choose which option for the next contract.

Mr. Ballantine reported that DPS hired a new Equipment Operator I and is at full staff.

Mr. Ballantine stated DPS is working on street sweeping and park projects.

Mr. Ballantine asked Ms. Cowan how many snow removals the Yard Service contractor had this year and how many have been used. Ms. Cowan stated there were 15 removals to start and she believes we have used around seven removals, but she would have to check with staff that handles that, and she will get back to him.

Councilor Wright talked about road construction in the area including the current 13 Mile construction, the 11 Mile construction including the downtown area being worked on and the upcoming John R. construction. There was some

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discussion and questions that both Councilor Wright and Mr. Ballantine answered.

Councilor Wright spoke about what Council is currently working on including a resolution to support municipal bonds, reviewing the budget and anticipated federal fund cuts and trying to plan for that.

Councilor Wright stated that the Human Relations and Equities Committee is working on another Rev'n in the Heights event.

Ms. Mowry asked when the next Council meeting was and Councilor Wright stated next Monday, March 24.

Ms. Quigley asked if a car wash is still going to be built on the property where the old AAC was located, and Mr. Ballantine and Councilor Wright stated that is what City admin and the Council are aware of at this time.

19-10. Adjournment.

The meeting was adjourned at 2:24 pm. Our next meeting will be on Tuesday, April 15, 2025 at 1:00 pm.

Jennifer Cowan
Active Adult Supervisor