VEVAY TOWNSHIP
RECREATION COMMISSION
Regular Meeting
Thursday, June 4, 2026, at 5:30 p.m.
Vevay Township Hall – 780 Eden Road, Mason

MINUTES

Members Present:	Vice-Chair Coe Emens, Secretary Mary Ruttan, Member Patricia McNeilly, and Member John Fischer
Members Absent:	Chair Roger Cargill (with notice)
Staff Present:	Supervisor John Lazet
Others Present:	Mitch Kreiner, Spalding DeDecker

The meeting was called to order by Vice-Chair Emens at 5:30 p.m. and followed by the Pledge of Allegiance.

Roll Call/Excuse Absent Member. Roll call was taken; a quorum was present.

Set/Amend Agenda.

MOTION McNeilly, seconded Fischer, to set the agenda as presented.

Voice Vote **Passed Unanimously**

Approval of May 12, 2026 Minutes.

MOTION McNeilly, seconded Fischer, to approve May 12, 2026, minutes as presented.

Voice Vote **Passed Unanimously**

Public Comment. None

Recreation Passport Grant – Restroom Facility. Mr. Kreiner presented a revised site plan including placement of removal bollards.

The Commission conducted a detailed review of the prefabricated restroom quotes submitted by NCI/EASI, CXT, and Huffcutt. The quote from NCI/EASI, in the amount of $142,300, did not include electrical or plumbing connections, electronic fixtures, or a drinking fountain. The quote from Huffcutt, in the amount of $137,950, likewise did not include electrical or plumbing connections, electronic fixtures, or a drinking fountain; additionally, Huffcutt's response time was notably delayed. The quote from CXT, in the amount of $146,344, included electrical and plumbing connections, electronic fixtures, a drinking fountain, and both electronic and manual locking systems.

The Commission selected the CXT quote. Although it represented the highest total cost, it included items that would otherwise have required a separate purchase under the other quotations.

The difference between the highest and lowest quote is $8,394. The estimated cost of an exterior-mounted ADA-compliant drinking fountain is $8,500. Accordingly, this cost comparison alone supports the selection of the higher quote.

MOTION Ruttan, seconded Fischer, to accept the bid from CXT in the amount of $146,344 for the Cortez restroom facility. The bid includes electrical and plumbing connections, electronic fixtures, an ADA-compliant drinking fountain, and both electronic and manual locking systems, all of which were not included in the other bids.

Voice Vote **Passed Unanimously**

Easement Update. Member Fischer, and Supervisor Lazet provided updates regarding each of the required easements for the Hayhoe Trail Extension Project.

Recreation Master Plan – Preliminary Discussion.

The current Recreation Master Plan will expire on February 1, 2027. To remain eligible to apply for grants through the Michigan Department of Natural Resources, a current Recreation Master Plan must be on file.

The Commission discussed the cost-saving benefits of retaining Robert Ford of Spalding DeDecker to prepare the newly required Master Plan. Mr. Ford prepared the current plan. Secretary Ruttan will contact Mr. Ford requesting a proposal.

The Commission further discussed potential future park development initiatives.

MOTION Ruttan, seconded McNeilly, to recommend that the Vevay Township Board of Trustees retain Spalding DeDecker to prepare the required five-year Recreation Master Plan, due February 1, 2027.

Voice Vote **Passed Unanimously**

Any Other Business. None

Additional Public Comment. None.

Adjournment.

MOTION McNeilly, seconded Fischer, to adjourn at 6:47 p.m.

Mary Ruttan

Mary Ruttan, Secretary