

Regular Meeting
Active Adult Center Advisory Board
March 17, 2026

A meeting of the Madison Heights Active Adult Center Advisory Board was called to order by Chair Salley, March 17, 2026, at 1:00 p.m. in the Executive Conference Room at the City Complex at 300 W. 13 Mile Rd., Madison Heights, MI 48071.

Present: Bessler, Brand, Dalling, Faulkner, Mowry, Ratliff, Salley and Quigley.
Also Present: Center Supervisor Cowan, DPS Director Ballantine.
Excused: Juska-Svoba, Councilor Wright.

19-01. Minutes.

Motion by Ms. Bessler seconded by Ms. Quigley to adopt the minutes from the meeting of February 17, 2026.

Yeas: Bessler, Brand, Dalling, Faulkner, Mowry, Ratliff, Salley and Quigley.
Nays: None.
Excused: Juska-Svoba.

19-02. Meeting Open to the Public.

Ms. Dalling noted that Board members inquired about how she became a member. Ms. Cowan restated her explanation from the February meeting, explaining that Ms. Smith had resigned from her Board position and that Ms. Dalling was the next highest vote-getter in the most recent election. Ms. Dalling was formally appointed by City Council to complete Ms. Smith's term.

19-03. Staff Report.

Ms. Cowan updated the Board on programs that are coming up in March and April including lunch and learns, classes, trips, and closures.

19-04. Maintenance Requests

Ms. Cowan reported that the building maintenance crew has put another coat hook in the exercise equipment room.

Mr. Ballantine stated he did not have an update on the long crack in the dining room floor.

Mr. Ballantine reported that there was damage done to the AAC overhang over the weekend by the strong winds, and that a contractor should be out tomorrow to work on it, as long as the replacement pieces had come in.

19-05. Budget Requests

Ms. Cowan and Mr. Ballantine reported that FY26-27 budget meetings went smoothly, with not too many changes. Ms. Cowan reported that a new full time

CDL position was included in the new budget, staff is currently working on drafting a job description, and the position will be posted soon.

Ms. Cowan also reported that the dining room will be available to rent to residents and civic groups starting July 1. Staff is working on updating the old building rental application, including a new price per hour.

Ms. Cowan stated she submitted a grant application to AARP for five additional cameras inside and outside the AAC, and for the second handicap bathroom to have an automatic door button.

19-06. Unfinished Business.

Ms. Cowan reminded Board members to let front desk staff know if they need a different size on any city apparel, and then staff will reorder another size. Any unused items will be sold at the pop-up sale or given out as a prize at an event.

Mr. Ballantine reported that he hasn't received a response from the email he sent requesting a price for the pop-up tent, and he will send another email.

Ms. Cowan stated the vending machine is working, as of now, but to let staff know if there are any more issues. Mr. Salley mentioned several snack bags not dropping recently, and Ms. Cowan told him if it happens again, to let front desk staff know.

Ms. Cowan reported that she purchased a frame for Chris Collom's memorial frame and that staff has it posted by the front desk. She also let the Board members know that staff thought it would be a good idea to have the purse and jewelry sale every September (Chris's birthday month), to call it CC's Second Hand Boutique and to have a sign made with the name and Chris's picture through the City's sign shop. Ms. Cowan and Ms. Faulkner stated they will work on the memorial garden (with pink flowers) in the spring, will have a memorial sign made, and then plan a dedication where AAC members and Chris's family can attend. She also stated that staff has taken in \$1,120 in donation money from Chris's friends and family.

19-07. New Business.

None.

19-08. Treasurer's Report.

Ms. Cowan supplied a report for February, noted some items and asked if anyone had questions.

Motion by Ms. Bessler seconded by Ms. Brand to approve the treasurer's report for February.

Yeas:	Bessler, Brand, Dalling, Faulkner, Mowry, Ratliff, Salley and Quigley.
Nays:	None.
Excused:	Juska-Svoba.

19-09. Council & Administration Updates.

Mr. Ballantine reported on upcoming construction, including John R., which will begin around April 20.

Ms. Faulkner noted that her street is in poor condition and asked whether there are any plans to resurface West Parker. Mr. Ballantine responded that there are no plans at this time, but he will have crews inspect it.

Mr. Ballantine reported street sweeping typically starts in May.

Mr. Ballantine stated the Huntington Woods DPW supervisor who was killed over the weekend on the job was a friend of his, and that he and his crews were shook up, and took the opportunity to go over safety procedures. He also stated that the Go Fund Me set up for his family had reached over \$200,000.

Ms. Faulkner asked about a letter she received about lead in Madison Heights water. Mr. Ballantine reported that GLWA requires them to send out that specific wording, but the lead exceedance was found in a home with a known lead service, which we are required to test. The water coming into the city does not contain lead.

19-10. Adjournment.

The meeting was adjourned at 1:43 pm. Our next meeting will be on Tuesday, April 21, 2026 at 1:00 pm.

Jennifer Cowan
Active Adult Supervisor