

MECOSTA COUNTY PARK COMMISSION

November 10, 2010

(Wednesday, due to Holiday on the 11th)

The November 10th, 2010 meeting was called to order by the Chairman at the Administrative Office in Paris, MI at 7:00 p.m. MEMBERS PRESENT: Mr. Cookingham, Mrs. Fitzgerald, Mrs. Howard, Mr. Peek, Mr. Stout, Mrs. Strong, Mr. Todd and Mr. Wayer. MEMBERS ABSENT: Mr. Jefts and Mr. Nichols. Also present: Gary Brown and Karen Morningstar.

Minutes: October 14, 2010 Board Meeting: Mr. Cookingham moved, seconded by Mrs. Fitzgerald to accept the minutes of the October 14, 2010 Board Meetings as presented. Motion Carried unanimously.

October 28, 2010 Finance Committee Meeting: Mr. Cookingham moved, seconded by Mr. Todd to accept the minutes of the October 28, 2010 Finance Committee Meeting as presented. Motion carried unanimously.

Public Comment: None.

Reports and Updates:

End of Season Closings: Brower Park was closed on October 24th without incident. Tubbs, Haymarsh and Davis Bridge revenues were reviewed.

Beachview Lodge: was tabled earlier due to the Merrill Managers residence project and is not to be forgotten.

Incident Accident Reports: none.

Correspondence: none.

Financial: Revenue vs. Expenses was reviewed. *Adjustments:* After review of the line item spreadsheet, current transfers needed were: Acct. #716 - \$3851.00, #727 - \$47.65, #741 - \$328.00, #744 - \$46.00, #743-849.90 #744 - \$106.25, #778-\$1790.36, #803 - \$913.10, #862 - \$130.96, #921 - \$1377.07, #932-\$821.04, #957 - \$785.00 and #969 - \$3549.03, for a total of \$14,267.36 with transfers coming from the following accounts to balance: #990 - \$12,322.57 and #723-\$1944.79. Mr. Cookingham moved, seconded by Mrs. Strong to transfer the stated amounts from line items listed to balance. Motion carried unanimously.

Approval of Bills: Mr. Cookingham moved, seconded by Mr. Todd, for the approval of the bills, including customary & ordinary and the transfer of funds. Motion carried by roll call vote.

- ❖ The Executive Secretary gave the financial report.
- ❖ Set-Asides: were reviewed.

MERS: Superintendent reported on the current status of the MERS account. Executive Secretary presented a spreadsheet detailing our fund level at 73.2% and predicted funding levels for different amounts of additional payments. After review of information material presented and discussion, Mr. Cookingham moved, seconded by Mr. Wayer to send an additional \$40,000 to MERS in December to help increase our funding level. Motion carried unanimously.

Merrill's Managers Residence: Mr. Cookingham explained the Finance Committee is recommending to the full board to construct a stick built residence to replace the current trailer. Project cost is an estimated \$32,000 with a 10% contingency for a 24'X30' home. Mr. Wayer questioned who would be constructing the residence. Superintendent stated the Asst. Maintenance foremen would be in charge of the project. Mr. Cookingham

moved, seconded by Mrs. Strong to approve the stick built cabin as drawing is presented for \$32,000 with a 10% contingency, adding the Superintendent is to come to the full board before spending any of the contingency. Motion carried unanimously.

2011 Budget Package: Big Dog BBQ's annual contract was discussed. Union wage increase was discussed. Mr. Cookingham moved, seconded by Mr. Stout to approve the 2011 Budget Package as presented. Motion carried unanimously. Mr. Wayer complimented the Finance Committee for the package. Budget will be reviewed in July by the Finance Committee.

½ Ton Pickup Truck or Van: Superintendent requested direction on the purchase listed on the Capital Improvement schedule. Chairman suggested waiting until either February or March – closer to our season. Mr. Cookingham moved, seconded by Mrs. Strong to table the decision until February 2011. Motion carried unanimously.

Resolution from County: was reviewed. Mr. Cookingham commented the resolution does not state a guarantee of no payment. Superintendent stated the next meeting with the County is scheduled for November 18th @ 6:00 p.m. Chairman encourages all board members to attend.

Public Comment: none.

Other Business:

3 Day Reservations: Superintendent stated the Family Plan has already been approved and opposes the 3 Day Reservations. Board agreed to try only the Family Plan for the 2011 season and would like to look at the 3 Day Reservations again at the end of the 2011 season.

Trash Bids: Our current contract will expire on December 31, 2010. Superintendent presented bidders blank sheet for the Board to review and added Mr. Nichols will be asked to review the wording in the contract. Mr. Todd moved, seconded by Mrs. Fitzgerald to allow the Superintendent to go out for Trash removal bids. Motion carried unanimously.

Computer Tech: Superintendent stated we currently use a company out of Grand Rapids at \$105 per hour. With the possibility of substantial upcoming programming, he did some price checking with local techs that charge between \$20-\$65 per hour and asked for direction on whether or not to pursue. Mrs. Strong moved, seconded by Mr. Wayer to retain our current service contractor for a period of at least one year. Motion carried unanimously.

Annual Vehicle Design Contest: The top two designs were reviewed and voted on by each Board member present. The winning design will be used as our 2011 sticker design.

Christmas Party: Board members contributed \$3-5.00 each towards hors d'oeuvres for the December meeting.

Adjournment: Mr. Cookingham moved, seconded by Mr. Stout to adjourn at 9:04 pm. Motion carried.

Respectfully submitted,

Jackie Fitzgerald
Secretary