

MECOSTA COUNTY PARK COMMISSION

May 13, 2010

The May 13, 2010 monthly meeting of the Mecosta County Park Commission was called to order at 7:00 p.m. by the Chairman at the administrative office in Paris, MI.

Members Present: Mr. Cookingham, Mrs. Fitzgerald, Mr. Jefts, Mr. Nichols, Mr. Peek, Mr. Stout, Mrs. Strong, Mr. Todd, and Mr. Wayer. Members absent: Mrs. Howard. Also present: Gary Brown, Erin Bean, and Karen Morningstar.

Members enjoyed a picnic from 6:00 p.m. – 7:00 p.m. and celebrated Mr. Nichols birthday.

Minutes of April 8, 2010 Board Meeting: Mr. Cookingham moved, seconded by Mrs. Fitzgerald to accept the minutes of the April 8, 2010 Board meeting as presented. Motion carried.

Minutes of April 27, 2010 Rules and Regulations Committee Meeting: Mr. Wayer moved, seconded by Mr. Stout to accept the minutes of the April 27, 2010 Rules and Regulations Committee meeting as presented. Motion carried.

Minutes of April 27, 2010 Masterplan Committee Meeting: Mrs. Fitzgerald moved, seconded by Mr. Jefts to accept the minutes of the April 27, 2010 Masterplan Committee meeting as presented. Motion carried.

PUBLIC COMMENT: Frank Spica (a Brower Seasonal Guest) was present with a list of concerns.

- Platforms (patio) – Mr. Spica asked if this was going to be a topic of discussion later in the meeting. Chairman informed him this topic is on the agenda and the Board will hear his comments regarding patio's at that time.
- Seasonal sites @ Brower – Mr. Spica suggested to leave the primary seasonal sites as they currently are and to have the rest of the park opened to seasonal sites and consider grouping them in packages of eight to allow families and friends to camp next to each other. Chairman stated the Board considers what is best for the seasonals and also considers non seasonal guests. Chairman directed staff to add this item to a future agenda for further review.
- Speeding in the parks – is dangerous and getting out of hand. Chairman thanked Mr. Spica for his observation and appreciated his attendance at tonight's meeting. Chairman directed the Superintendent and Assistant Superintendent to address this issue with the staff. Superintendent reminded the Board we are just getting up to full staffing.

REPORTS AND UPDATES:

BBQ Stand - Electric: Superintendent updated the Board of all systems are a go except for the new hurdle to cross of the electric service needed for Big Dog BBQ Stand. Mr. Thompkins originally planned on purchasing a self contained unit with a generator, then looked at a gas unit and finally decided on a electric unit which needs a 100 amp service, which will be metered. The contract has potential to be wrapped up after tonight's decision on the electric service. Superintendent has a bid from Remus Electric of \$3300.00. Mr. Thompkins asked the Superintendent to be able to make installment payments of \$1100 on June 1st, July 1st and August 1st to reimburse the Park Commission for this expense. Superintendent also informed the Board the contract needs to be signed by the Chairman of the Park Board, Superintendent and Mr. Thompkins prior to submitting to Consumers for signature(s). Mr. Jefts moved, seconded by Mr. Nichols to approve Mr. Thompkins to reimburse the Park Commission in installments due on June 1st, July 1st and August 1st provided, all necessary permits, insurance, licenses and a signed contract language including acknowledgement of the debt and security for the debt, then the electric can be installed, until then, no electric is to be installed. Motion carried unanimously.

School Section, Merrill and Paris Parks are Open: Superintendent reported of the opening all three parks. Everything seems to be overall going good. School Section is currently full of seasonals with 75, Merrill has 44 seasonals and Paris has 25.

Parks Scheduled to Open: Superintendent stated School Section, Merrill and Paris all opened at 8:00 a.m. on April 23rd.

Campground Master Reports: Assistant Superintendent reported the Rules and Regulations Committee had several questions on what the program was doing for us and presented several spreadsheets on the programs capabilities. Assistant Superintendent also stated this program is capable of accepting on line reservations and credit cards processing, however, the parks are lacking sufficient internet access for online reservations and a second phone line for credit card processing. Mr. Wayer asked when this information is ready; include it with the monthly Board member packet. Mrs. Fitzgerald asked if this program is capable of printing a clause on every receipt notifying guests of our speed limit in the park and ramifications of the failure to follow policy. Assistant Superintendent stated absolutely. Chairman would like a committee to review wording to be printed on the receipts.

Front Pond Update: Superintendent happily reported the completion of the railing by the FSU Welding program. The Park Commission cost is \$3300 for materials and \$160 for paint, of which a RAP Grant was applied for in the amount of \$1600.00. The only labor we have into the project is writing the grant.

Boat Rentals Financial Status: spreadsheets were reviewed. Mr. Cookingham commented the reports indicate not good revenue for our investment and we need to do better. Superintendent reminded the Board, the boats did not become available for rent until the 3rd of July. Chairman directed staff to provide current reports of boat rentals in August to the Board.

Hope Network: Superintendent updated the Board Hope Network has not returned calls regarding providing requested information. No funds have been received. 7UP owns the machines. Superintendent asked if the Board was interested in having MCPC staff fill the machines. Mr. Nichols moved, seconded by Mr. Cookingham to eliminate Hope Network for lack of cooperation. Motion carried unanimously. Chairman and Superintendent will make the decision regarding the pop machines.

Gator Bid Update: Superintendent stated after considering the trade in value, Weingartz price was \$6124 and Voelker was \$4989. Chairman stated the decision was clear and simple. The new gator will be here on June 1st.

Merrill Fishing Dock: Superintendent was unable to contact the Mecosta County Community Foundation regarding acknowledgement of the grant. The application for the permit has been sent in.

Incident/Accident Reports: three were reviewed. One guests camping unit vent cover was damaged and they are requesting reimbursement for \$19.60 to replace the vent plus labor due to hitting a phone line. Mr. Cookingham moved, seconded by Mrs. Strong to approve \$19.60 for the replacement of the vent cover and deny the labor request. Motion carried (Mr. Jefts opposed).

Patio: Mr. Wayer reviewed the proposed changes regarding the patio rule with the Board.

Section 28: PATIO CONSTRUCTION & INSTALLATION

Design of Patio must be approved by the Superintendent or Assistant Superintendent, **PRIOR** to installation.

It has been determined that the installation of a Patio is to be subject to the following requirements:

1. Built at ground level only and shall follow the contour of the ground.
2. No footings or foundation are to be used.
3. No digging or trenching is to be done.
4. Size shall not exceed 8' x 20' (Ramp and/or steps included).
5. Patios shall be made in sections that are easily removed. (2x4 construction with an overlayment.)
6. No railings, benches, posts, fencing or facings, etc. are to be installed.
7. Walkways between Patios are not allowed.
8. If a special type of Patio is required, that is to be used as an enabling device by the physically challenged, that does not meet the listed requirements, a request should be made to the Superintendent or Asst. Superintendent for a special consideration permit.
9. Only one Patio per campsite.
10. Patio placement, materials used and the type of construction is subject to approval by the Superintendent or Asst. Superintendent.
11. If a Patio is found not to be in compliance it shall be removed or altered in order to meet the requirements.

Mr. Spica's comments were heard.

Superintendent expressed concerns with guests patios extending past their camping units.

Mr. Wayer moved, seconded by Mrs. Strong to place the changed rule on Patio in the Rules and Regulations book as shown from the Rules and Regulations Committee minutes of April 27, 2010 and amend item #4 to include "maximum not to exceed the length of the camping units". Motion carried unanimously.

Extended Season: Mr. Wayer reviewed the Extended Season section of the Rules and Regulations Committee meeting with the Board. Superintendent and Assistant Superintendent were directed to provide the number of guests registered per park to the Board prior to the Board meeting in July. Mr. Wayer moved seconded by Mrs. Strong to approve the Extended Season as written in the Rules and Regulations Committee meeting of April 27, 2010. Motion carried.

Credits Issued at Parks vs. Gift Certificate: Administrative staff is to handle "credits" issued.

Reservations for the 4th of July: Staff was directed to handle this internally.

CORRESPONDENCE: from Mr. Spica was handled earlier.

FINANCIAL:

Adjustments: Superintendent reviewed the Revenue vs. Expenses report. One adjustments was needed. Executive Secretary requested to transfer \$96.50 from contingency to cover line item #934. Mr. Nichols moved, seconded by Mr. Cookingham to allow the transfer as requested. Discussion followed. Mr. Nichols moved, seconded by Mr. Cookingham to amend the motion to a total of \$2096.50. Motion carried.

Bills: Mr. Cookingham moved, seconded by Mr. Todd to allow the transfer of funds from 116 to the 110 account for the payment of bills, including the customary and ordinary bills. Motion carried.

Financial Report: Executive Secretary gave the Financial Report.

Set Asides: indicated no change.

PUBLIC COMMENT: Mr. Spica thanked the Board for the approval of Patio's and added some low hanging trees need to be trimmed. Superintendent stated he has already provided the equipment to staff and directed them to complete this project.

OTHER BUSINESS:

Hang Tags: were distributed.

Next Meeting: Is scheduled for June 10, 2010 @ Brower.

SSLVP Boat Launch: Mr. Jefts requested staff to approach the association regarding the use of their launch vs. the cost of fixing ours. Asst. Superintendent will check and follow up with the Board.

Judge Scott Hill Kennedy stopped by.

Meeting adjourned at 8:57 p.m.

Respectfully submitted,

Jackie Fitzgerald
Secretary