

## **Mecosta County Park Commission Commission Meeting**

The September 10, 2019 Commission Meeting of the Mecosta County Park Commission was called to order at the Administration Office in Paris, MI at 5:00 PM by the Chairman, Mr. Stratton.

### **Roll Call**

**Members Present:** Mrs. Bradstrom, Mrs. Fitzgerald, Mr. Maxwell, Mr. O'Neil, Mr. Perialas, Mr. Roels, Mr. Stanek, Mr. Stratton and Mr. Vogel. **Members Absent:** Mr. Johnson. **Others Present:** Jeff Abel - Superintendent and Kathy Maclean - Administrative Clerk.

### **Approval of Agenda**

Mr. Stanek motioned, seconded by Mr. Roels to approve the agenda with the addition of End of Season Dinner added to Other Business. Motion carried.

### **Approval of Minutes**

Mr. Vogel motioned, seconded by Mrs. Bradstrom to approve the minutes of the August 20<sup>th</sup> Park Commission, August 27<sup>th</sup> Personnel Committee, September 4<sup>th</sup> Masterplan Committee and the September 9<sup>th</sup> Finance Committee meetings. Motion carried.

**Public Comment:** None.

### **Resolution**

The Chairman, Mr. Stratton read the Resolution for Mrs. Fitzgerald.

WHEREAS: **Mrs. Jackie Fitzgerald** has faithfully served the Mecosta County Park Commission for a total of 11 years. **Mrs. Jackie Fitzgerald** has served as Secretary for 11 years and has served on several Mecosta County Park Commission sub-committees.

WHEREAS: **Mrs. Jackie Fitzgerald** has, during her appointment with this Commission, given freely and unselfishly of her time, experience and varied expertise, which have contributed significantly to the development, improvement and continued operations of the Mecosta County Parks, now

THEREFORE, BE IT RESOLVED: That the Mecosta County Park Commission and Superintendent of said Commission does hereby express sincere gratitude for the faithful and dedicated contributions which **Mrs. Jackie Fitzgerald** has made and

BE IT FURTHER RESOLVED: That this resolution be made a permanent part of the proceedings of this commission and that a true copy be given to **Mrs. Jackie Fitzgerald** as a record of her exemplary service.

Motion carried Unanimously.

## Reports and Updates

### Superintendent's Update

The Superintendent updated the Commission on 10 current and completed projects, including:

**Parks Revenue Comparison (Year-Over-Year) Through September 5<sup>th</sup>** - Brower, School Section, Paris, Haymarsh and Tubbs are ahead of last year; School Section Concessions and Davis Bridge are trailing last year slightly and Merrill-Gorrel is behind moderately.

**M/G Electrical** - Electrical engineer and Consumers Energy have been in communications. It has been determined that a second lead will be needed; once a location has been finalized the electrical engineer can proceed with plan creation.

**Muskegon River Report** - The DNR Fisheries Division have been receiving great rainbow trout reports from anglers in the Hersey to Big Rapids section of the river. The DNR feels that the stocking efforts last year have been successful.

**Veteran's Fundraising Event at School Section** - Took place on August 24<sup>th</sup>, an official progress report is expected shortly.

**NCCISMA Event at Paris** - Took place on August 24<sup>th</sup>, many of our campers attended the educational event.

**Dragon Trail Construction** - Began at Brower on September 9<sup>th</sup>; a ground-breaking ceremony is scheduled for early October.

**Dragon Trail Fundraising Update** - Fundraising report was reviewed.

**Incident/Accident Reports** - Two reported and discussed.

**Labor Day Occupancy Report** - Brower, School Section and Paris Parks were 100, 98 and 99% occupied, respectively, whereas, Merrill-Gorrel was 85% and Tubbs Lake and Haymarsh State Game Areas were 73 and 54%, respectively.

## Correspondence

**SSL Veterans Memorial Project** thank you letter was shared with the Commissioners.

**g.h.o.s.t. Paranormal Investigations** is requesting an opportunity to investigate the Paris Hatchery Building. The Superintendent will put them in touch with the Circle K Club.

**Car Club Tour** has requested free Paris Park entry. Mrs. Bradstrom motioned, seconded by Mrs. Fitzgerald to authorize the Superintendent to use his discretion in determining a bulk rate to offer the group. Motion carried.

## Committee Actions

### Masterplan

**Merrill-Gorrel Meet & Greet** - Attendee comments were discussed.

**School Section Meet & Greet** - Attendee comments were discussed.

### Rules & Regulations

**Patio & Shed Winter Storage** - Mr. Vogel motioned, seconded by Mrs. Bradstrom to add the presented \$50 Patio & Shed Storage Inspection Fee language to the Winter Storage form and allow storage starting this off-season. Motion carried.

### Finance

**2020 Personnel Budget** - Full-time staff positions pay rates were discussed. Mr. Stratton acknowledged that the recommended pay increases may seem on the high side; however, positive adjustments have been implemented over the last several budgets to bring the full-time staff to a more competitive wage. Future pay increases will likely be in line with the cost-of-living so long as they are sustainable. Mr. Stanek motioned,

seconded by Mr. Perialas to accept the Personnel Budget as presented except for the Operations Manager's pay to be adjusted to \$46,000. Motion carried with a unanimous roll call vote.

**2020 Capitals Budget** - Mr. Stanek motioned, seconded by Mr. Vogel to approve the Capitals Budget as presented, noting that adjustments can be made based on available funds. Motion carried with a unanimous roll call vote.

**2020 Full Budget Draft Review** - The 2020 budget as presented and adjusted will utilize \$93,000 of the fund balance.

**2020 Final Budget Approval** - Mr. Stanek motioned, seconded by Mr. Vogel to approve the 2020 budget as presented with the inclusion of the previously approved adjustments. Motion carried with a unanimous roll call vote.

#### **Concessions**

**Year-end Sales Report** - Mr. Stanek reviewed the final reports.

#### **Financial**

**Financial Report - Revenue & Expenses, Cash Spreadsheet, Year-to-Year** - Reviewed.

**Approval of Bills** - Mr. Stanek motioned, seconded by Mr. Perialas to approve the bills in the amounts of \$7,411.66, \$23,131.90 and \$9,724.83. Motion carried with a unanimous roll call vote.

**Public Comment:** None.

#### **Other Business:**

**Next Meeting** is October 15<sup>th</sup>, 2019 5:00 PM at School Section Lake.

**End of Season Dinner** is scheduled for 6:00 PM, October 15<sup>th</sup> at School Section Lake.

Mrs. Fitzgerald introduced the Commissioners to Karla Miller. Ms. Miller has been appointed to our Commission to replace Mrs. Fitzgerald.

**Adjournment:** 6:45 PM