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January 18, 2010

The regular meeting of the East Tawas Park Board was held on Monday, January 18, 2010, at 4:00 p.m. in the East Tawas City Park Office.

PRESENT: O'Connor, Elliott, Thunberg, Council Representative McMurray and Park Manager Frank. **ABSENT:** Klenow, Chairman Bolen (both excused).

Moved by O'Connor, seconded by Thunberg to pay bills in the amount of \$20,245.05 and to transfer \$20,245.05 from the MIA account to the O & M account. **YES:** Thunberg, O'Connor, and Elliott. **NO:** None.

Moved by Elliott, seconded by O'Connor to amend the December meeting minutes to show that Chairman Bolen's absence from the meeting was excused and approve the minutes of the December meeting as amended. All ayes.

Moved by Thunberg, seconded by O'Connor to receive the monthly Community Center reports. All ayes.

Moved by Thunberg, seconded by O'Connor to approve a one hour extension at the Community Center for the Westcott wedding on June 26 and the Stephenson wedding on August 21. **YES:** O'Connor, Thunberg, and Elliott. **NO:** None.

Keith updated the board on the overbooking problem that had occurred at the Community Center on December 31. Packets were sent out earlier in the week outlining the changes that were made to prevent this from happening again. The board also discussed some other possible changes that could be made if the measures Keith has already taken don't work, but no action on these other changes was taken at this time.

Keith reported that Nancy Moffatt had been in contact with him regarding the shooting of a commercial video in the Community Center. It was the feeling of the board that this should be done during a "slow" time and that waiver forms needed to be signed by all parties associated with the commercial shooting.

The board reviewed the definition of "immediate family" included in the East Tawas Community Center Rental Fee Book. The current policy states that, "A resident may rent the facility (and receive the resident rate) for members of their immediate family. Immediate family members include Mother, Father, Sister, Brother, Son or Daughter." Keith had asked the board to review the definition to see if they thought Grandmother and Grandfather should be added. The board felt that the current definition was sufficient and made no change.

The board discussed the possibility of charging an additional security deposit for groups wishing to use the Community Center sound system. Keith explained that the replacement cost to replace just one of the cordless microphones far exceeded the current \$200.00 security deposit charged on the facility. The board asked Keith to get more information and report back at a later meeting.

Keith informed the board that Bruce Buchinger from R. C. Hendricks will be performing a 10 year maintenance inspection of the Community Center at Keith's request. It has been nine years since the facility opened and it was felt by both Keith and Bruce that we should have someone go through the facility and perform a ten year maintenance check. Bruce will keep a detailed list of what he checks and what repairs were made. He will also make a separate list of repairs that can be made by park or community center staff. He will provide all lists and notes to Keith upon completion. The board agreed that this was a good idea.

Keith informed the board that the Sheriff Department recently replaced the security cameras in the jail and were looking to dispose of the old system. Commissioner John Moehring indicated to Keith that the cameras could be obtained for \$1.00. Keith told the board that he submitted a letter to Jail Administrator Robert Koenig informing him of the city's interest in obtaining the old cameras for use in the Community Center.

Keith asked the board if they would have any interest in purchasing a backup generator for the Community Center. Rural development currently has a grant program that would pay up to 40% of the cost. A generator would cost in the neighborhood of \$80,000.00 plus installation. Although this was not a high priority item for the park board, they asked Keith to look into it further and try to get some firm prices. They also would like to see if Council would share the match cost for the grant.

Moved by Thunberg, seconded by O'Connor to approve the following requests for the use of Harbor Park for the 2010 season: Perchville, February 4-7; Freedom Fest, July 2-4; Summerfest Paws in the Park, July 10; Tawas Untapped and Uncorked, August 7; Blues by the Bay, August 27-29; Labor Day Arts & Craft Show, September 3-6 and the Tawas Triathlon Festival, September 11; and three camper events scheduled for July 10, July 31 and August 14. **YES:** Elliott, Thunberg, and O'Connor. **NO:** None.

Moved by Thunberg, seconded by O'Connor to renew membership with Save Our Shoreline for \$25.00 per year. **YES:** Elliott, O'Connor and Thunberg. **NO:** None.

The board reviewed the recent changes made to the employee's health insurance.

Keith reported to the board on the success of the "finding Harry" project that was detailed in last week's News Herald. The project was spearheaded by the park and fire department's Mr. and Mrs. Santa Claus.

Keith presented the board with specifications for a new park truck that he drew up. He said the spec list was a combination of the specs of the current park truck as well as some taken from the spec sheet from the city's most recent truck purchased. The board authorized Keith to check with a local dealer to "firm" up the specs and to see if any of the specs on the sheet need to be changed before advertising for bids.

Moved by Thunberg, seconded by O'Connor to approve the following items to be included in the park's capital improvement list for 2015:

1. Retrofit lights in Community Center with LED or some other form of energy efficient lighting. (\$20,000.00)
 2. Upgrade all ball fields: New foul poles, Turface infield mix, etc. (\$15,000.00)
 3. Garage or storage facility at Durant Park to replace grandstand and provide off-season storage for tractor's, swim buoys, snow fence, Christmas decorations, etc. (\$20,000.00)
 4. Re-model the Bolen Park Lion's building: update plumbing, put in new toilets, sinks, etc., kitchen area and possibly include a furnace. (\$12,000.00)
 5. Retrofit existing Bike Path lights with LED or other sources of energy efficient lighting. (\$26,000.00)
 6. Replace some existing black top pads in old section of campground with new blacktop pads. (\$15,000.00)
- YES:** Thunberg, Elliott and O'Connor. **NO:** None.

The board reviewed the seasonal employee hour's reports for the first quarter of the fiscal year. The report showed that seasonal employees worked 62.5 hours less in the first quarter this year than they did in 2009.

The board reviewed the monthly cash flow analysis report and requested that a year to date comparison (budget to actual) be included in future reports.

The board approved the goals and objectives list for 2009-10. The following items were identified on the list: Continue improving campground amenities: electrical, pad extensions, landscaping ideas for US 23 fence; continue to work with the city on festivals, events and snow plowing during the winter for more efficient use of manpower; evaluate current and potential usage of the Community Center and the hours that the facility is staffed; work on energy efficient plans for the parks and facilities; provide a check list and report on the condition and maintenance of the parks and facilities; paint a center line on the campground roads to help eliminate parking problems on the campsites.

	<u>2008-2009</u>	<u>2009-2010</u>
Camper Days for December:	221	266
Camper Days to Date:	1393	1457

Moved by Elliott, seconded by Thunberg to adjourn. Meeting adjourned at 5:35 p.m.

Keith Frank
Park Manager