

Approved

Delta County Parks and Recreation Commission

Minutes

June 3, 2009 – Pioneer Trail Park Office – at PTP - 3:00 p.m.

I. CALL TO ORDER - ROLL CALL - 3:15 p.m.

PRESENT: Commissioners Romps, Shirley, Herioux, Rivard, Frederickson, Lindquist, Larrabee, Jussila, and Bagley

ABSENT: Ruohomaki

OTHERS PRESENT: Op. Mgr. Branz, Asst Smith and Mattson (DCD)

II. AGENDA APPROVAL: Moved by Shirley, seconded by Jussila to approve the June 3, 2009 Agenda with one addition from Branz., Letter B, Rate of Pay, Number #5; Fredrickson requested an addition to Old Business, #1, Customer Service Training. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF MINUTES: Moved by Jussila, supported by Shirley to approve the

April 1, 2009 minutes, correcting the absent board members, removing Ruohomaki. He was listed as present, and was present. MOTION CARRIED UNANIMOUSLY.

IV. PUBLIC COMMENT ON AGENDA ITEMS – None

V. COMMUNICATIONS – (Received and sent)

## VI. REPORTS:

1. **Chairman's Report: None**
2. **Operations Manager's Report**

### 1) **Financials:**

- a) Branz discussed the meeting with county administrator and meeting with Smith and county treasurer regarding fund balance, capital improvement account and accrued interest. Treasurer and Smith are creating line items in budget, (always showing what is left from capital account until depleted and the carryover (fund balance) from year to year. When auditor makes corrections at end of year, parks books will do the same. Also discussed splitting of the checking accounts. Treasurer is moving, and should have new accounts set up middle of July
- b) May Budget Status – Smith hadn't received yet. Also April was never given (no May meeting). Will get both to board prior to July meeting. Discussion was held regarding having to hire two more park employees because of the Michigan Works program not working as we thought. Board was informed as to the ins and outs of the Youth Core Program (MI Works). Budget had seasonal employee line item, we just won't see that line item as savings to the budget.
- c) Approval of Bills (thru May 31, 2009) Moved by Fredrickson, seconded by Larrabee to approve bills totaling \$3,617.46. Motion Carried Unanimously.
  - d) 2009 Prelim. Budget turned into County Administration was given to full board. Discussion was held. Romps went over the finance committee's numbers in the prelim. budget. Recommendation was made to have Romps request to be on County Board first meeting in July and give an update as to what the Parks has accomplished since the last presentation, prior to presenting budget to County. Rivard requesting the 1<sup>st</sup> draft of park plan, updating, in email, then go present highlites at a board meeting, again prior to individual budget meetings. Smith will send in request to County, to put Starr on July 7 County Board meeting.

2) Report from Delta County Sheriff's Dept was shared with Board. Deputy found vandalism to the Sac Bay Park sign while following up on a breaking and entering call. Deputy took picture, wrote up

report and sent to the Parks.

3) Branz informed the board about a request for Pavilion use for a benefit. Discussion was held regarding park rules stating commission approval needed for commercial use. Board felt this was not commercial – Moved by Fredrickson, seconded by Bagley to approve benefit to take place at Parks, with Pavilion Fee to be collected. Motion carried unanimously.

4) Email received regarding park daily fees to Delta County residents being waived. No action taken.

5) Branz requested board increase hired park employees hourly wage by .40 cents p/h to meet the hourly wage MI Works employees are receiving. Moved by Larrabee and seconded by Jussila to increase Parks employees by .40 cents, up to \$7.80 p/h. Motion carried unanimously.

**C) Park Plan Work Session** - Had work session prior to board meeting. 2<sup>nd</sup> Draft will be sent to board members as soon as updates are made. Will hold another work session, one hour prior to July 1 board meeting. (2:00 p.m.)

**D) MI Works job Program** – Discussed the program, parameters, etc. Not what we were originally told but the program will work and projects will get done, that normally wouldn't have been accomplished this year.

## **VII. OLD BUSINESS:**

a) Fredrickson gave a short synopsis of the Customer Service Training Workshop he attended with Branz. Thanked the board, and believed it was very informative and useful.

## **XI. NEW BUSINESS:**

a) Business After Hours was discussed. Motion made by Jussila, seconded by Shirley, to not have the Parks be a co-sponsor this year for Business After Hours, due to financial constraints of the budget, and also that the event is not open to the public and the Parks is a public entity

funded in part by County public monies. Motion Carried Unanimously. The Parks did offer the Pavilion fee waived to another entity if they wished to hold the BAH on Wednesday, July 29.

VIII. PUBLIC COMMENT & COMMISSIONERS' CONCERNS:

Commissioner Bagley discussed the Sac Bay road is in need of being redone, and that the project cost is approximately \$17,000.00; Fairbanks Township would pay half of the cost if someone else would pay the other half.

IX. ADJOURNMENT: Motion to adjourn made by Fredrickson, supported by Jussila. Meeting adjourned at 4:40 p.m.

Respectfully Submitted by:

Kelly Smith, Asst Manager Starr Romps, Chairman

Just a Reminder: Next Meeting:

**July 1, 2009 – WORK SESSION – 2:00 P.M.**

**July 1, 2009 – BOARD MEETING – 3:00 P.M.**

**JULY 7, 2009 – ROMPS TO PRESENT TO COUNTY BOARD – 5:15 P.M.**