

PROPOSED MINUTES  
LAKETOWN TOWNSHIP  
PARKS & RECREATION COMMISSION  
4338 BEELINE ROAD  
ALLEGAN COUNTY  
HOLLAND, MI 49423  
TELEPHONE (616) 335.3050

March 21, 2007

REGULAR MEETING  
7:00 P.M.

ARTICLE I. CALL TO ORDER

Chairperson Michelle Sall called the regular Parks & Recreation Commission meeting to order at 7:00 P.M.

MEMBERS PRESENT: Michelle Sall, Karen Simmons, Chuck Strabbing, Linda Howell, Kelly DeWitt, Laura Canaan

MEMBERS ABSENT: Ray Buursma

STAFF PRESENT: Pat Meyer – Volunteer Coordinator  
Diane Ybarra – Recording Secretary

ARTICLE II. APPROVAL OF MINUTES

The Commission members reviewed the minutes of the February 21, 2007 meeting. Following discussion, the minutes were approved as submitted.

ARTICLE III. TREASURER'S REPORT - - Chuck Strabbing

Treasurer Chuck Strabbing reviewed the bills to be paid as of February, 2007. Maintenance: Advantage Building Maintenance - \$70.00, Veldhof Septic - \$140.00; Contracted Services: CCC Resources – Pat Meyer - \$847.00, Gene Teusink - \$155.00, Outdoor Discovery Center - \$70.00; Supplies: Patty Meyer - \$23.16; Electricity: Consumer's Energy - \$8.00. Following discussion, the Treasurer's Report was filed.

Treasurer Chuck Strabbing reported the budget is at 84%. Page 2 of the bills shows Contracted Services for Outdoor Discovery Center of \$70, which should not be an expense to the Parks budget. Chuck will follow up with Al Meshkin. Chuck also noted that Gene Teusink was overpaid \$15 due to the fact that February has only 28 days.

Chuck will ask Gene to submit a monthly bill from now on. Linda Howell suggested paying it by the quarter. The fiscal year end budget is anticipated to be 86.3%. Linda Howell asked if the monuments have been calculated into that final figure. Chuck provided information on purchasing a chipper and chain saw and also compared it to the cost to rent these items. His recommendation is to rent this type of equipment and purchase a hand saw at a lower cost.

**A motion was made by Linda Howell and seconded by Laura Canaan to approve expenditure not to exceed \$100 for Chuck Strabbing to purchase the saw equipment. UNANIMOUS DECISION – MOTION APPROVED**

Pat Meyer provided samples of several monuments as an option for Huyser Farm. Laura Canaan suggested also purchasing benches for Huyser Farm. Linda Howell suggested adding a message center as well. Chuck Strabbing mentioned purchasing a portable sign to advertise the Township Parks activities.

**A motion was made by Laura Canaan and seconded by Linda Howell to approve expenditure not to exceed \$2500 to purchase a sign for Huyser Farm. UNANIMOUS DECISION – MOTION APPROVED**

#### ARTICLE IV. COMMUNICATIONS

Laura Canaan noted that an email was received asking for information for putting a GEO catch in at Gilligan Lake. It is used for hiking purposes. Chuck Strabbing mentioned that this property is not part of the Township. Kelly DeWitt stated this is not public property. Laura Canaan will respond accordingly.

#### ARTICLE V. CITIZEN'S COMMENTS - None

#### ARTICLE VI. TOWNSHIP STAFF REPORT

- A. Al Meshkin (out of town)
- B. Patty Meyer

Patty reported that she emailed Jamie at Outdoor Discovery Center with all scheduled Parks events. Patty commented on publicizing the dates for the workdays in the upcoming newsletter.

#### ARTICLE VII. ON GOING BUSINESS

- A. TOWNSHIP BOARD REPORT

Laura Canaan said that there was much discussion at the Township Board meeting concerning the bike path, including the Inter Urban path as an option. Patty Meyer commented that much of this property is privately owned and it would not meet the governmental requirements. The east side of the Beeline Road is also being considered versus the assumed west side.

#### B. BIKE PATH LOCATION

The exact location of the proposed bike path has not yet been determined.

#### C. 5-YEAR RECREATION PLAN UPDATE – No update.

#### D. 501 (C) 3 STATUS

Linda Howell gave an update on the meeting that was held with a professional fundraising consultant, Sandi Parrish. Linda provided a copy of minutes from that meeting during which time it was determined that there is a \$2 million capital need. The consultant does not recommend a 501 (c) (3) for this purpose due to the lack of control for expenditure of the funds. Linda stated that one option is to hire an established 501 (c) (3) to write grant applications on the Township's behalf. A 501 (c) (9) was also discussed, which is for actual organizational purpose. It was also suggested to consider a Parks millage of 1 mil in the Township or securing bonds and a lower millage percent. Staffing of this effort must also be taken into consideration. A consultant must be hired to do a feasibility study to determine if it is warranted. The fund raising process could take up to two years, whereas a millage would be less labor intensive and perhaps more successful. Consideration must be given to the election timing. A sub-committee must be put together to determine direction and feasibility of this issue. Linda recommends speaking to a representative of the Building Authority to determine their interest and potential involvement. Linda will send a thank you note and flowers to the consultant in appreciation of her time. Karen Simmons stated that it should be determined whether or not the mansion should be considered in this plan and truly what the needs of the Township are relative to the parks.

Pat Meyer reported that she should receive a response on the grants submitted for Huyser Farm and the Felt Mansion by March 31, 2007.

### ARTICLE VIII. NEW BUSINESS

#### A. ICE RINK EVALUATION

Michelle Sall opened the floor for comments on the ice rink. Michelle commented that it was low cost and low maintenance and residents seemed to enjoy it. Linda Howell asked if there were any complaints received. Some discussion was given to dismantling the rink for the season. It was decided to continue the rink for next year. Linda Howell

asked if we need to replace the liner next year and if so, consider using part of this year's budget to purchase it now.

#### B. PARK INSPECTIONS

Following are the assignments for the Park Inspections:

Ray Buursma – Huyser Farm  
Linda Howell – Sanctuary Woods  
Kelly De Witt – Wolters Woods  
Karen Simmons – Laketown Beach  
Laura Canaan – Farview Park  
Michelle Sall – Shore Acers Park  
Chuck Strabbing – Old Township Hall.

#### C. PARK VOLUNTEER DAYS

Following are the Park Volunteer Days and Assigned Commissioner:

April 21 – Michelle Sall – Shore Acres  
May 19 – Karen Simmons – Laketown Beach  
June 16 – Linda Howell – Sanctuary Woods  
July 21 – Kelly De Witt – Wolters Woods  
August 18 – Laura Canaan – Farview Park  
September 15 – Ray Buursma – Huyser Farm

Chuck Strabbing also commented on the need to paint the old Township Hall.

#### D. GOALS AND IDEAS FOR 2007-08

This will be tabled until after the park inspections.

ARTICLE IX. CITIZENS COMMENTS - None

ARTICLE X. ADJOURNMENT

**The meeting was adjourned at 8:18 p.m.**

ARTICLE XI. ASSIGNMENTS

Linda Howell – Send a thank you note and flowers to Sandi Parrish

Chuck Strabbing – Purchase a hand saw