



Approved:

**Meeting of
January 11, 2018**

RECORD OF THE PROCEEDINGS OF THE **REGULAR BOYNE CITY PARKS AND RECREATION COMMISSION MEETING** HELD AT 6:00 P.M. AT CITY HALL ON THURSDAY, JANUARY 11, 2018.

Call to Order

Meeting was called to order by Board Vice Chair Bowman at 5:00 p.m.

Roll Call

Present: Lisa Alexander, Hugh Conklin, Diane Sterling, Jo Bowman and Gow Litzenburger

Absent: Mike Sheean and Tom Smith

Meeting Attendance

City Staff: Streets/Parks & Recreation Superintendent Andy Kovolski and Recording Secretary Barb Brooks

Public Present: one

****MOTION**

Alexander moved, Sterling seconded, Passed Unanimously a motion to excuse Chair Sheean as he had a work conflict.

**Approval of Minutes
MOTION

Litzenburger moved, Alexander seconded, Passed Unanimously, a motion approving the December 7, 2017 meeting minutes as presented.

**Citizens Comments
(on non-agenda items)**

None

Director's Report

Kovolski introduced Water/Wastewater Superintendent Mark Fowler. Fowler explained the occasional odor coming from the lift station at Peninsula Beach was from the flow of waste being produced at Sommerset. The flow has been so minimal that it takes days to reach the plant. There are chemicals that can be used to reduce the odor and the matter is being monitored.

Kovolski reported that the Avalanche skating rink had to be closed down due to warm weather but should have it opened back up by the weekend.

Correspondence

None

**Reports of Officers,
Boards, and Standing
Committees**

Park Inspection Reports – none

Park User Groups – Ridge Run Dog Park representative Michele Carter reported that the park is as popular as ever. Issues have been waste bag stations are not being refilled and trash has not been removed on a regular basis and dead trees were not removed this past summer or fall. The dead and/or dying trees really need to be addressed in the spring as it is a safety hazard. A core group of users and other interested people would like to start researching and fund-raising for the agility equipment which was

slated for a future phase once the small and large dog areas were established. At this time the group believes they can raise the necessary funds and would look to the City for some in-kind contributions to get the grounds ready.

Unfinished Business

**Avalanche Entryway /
Base of Hill RFP for
Architectural and
Engineering Services**

Kovolski reported that funds budgeted to take on this work but could be budgeted in the upcoming budget year. Conklin asked if this was something that had to be bid out or if it fell under 'professional services' and it could be by city Commission approval. Kovolski stated that it does fall under professional services and could be at the discretion of the City Commission. The board asked if there was a ballpark number that could be used for budgeting. Kovolski stated it could range from \$15,000 to \$20,000. Conklin asked who would write the RFP and start the process. Recording secretary Brooks offered to draft a RFP as a starting point that the board and staff can review and tweak.

**2018 Potential Projects
& Grant Opportunities**

After board discussion **Litzenburger moved, Alexander seconded, PASSED UNANIMOUSLY** to recommend the City Commission apply for funds through the Charlevoix County Parks Millage allocation for the following projects: playground equipment upgrades for Rotary Park and Old City Park and the Boyne Valley Trailway project.

The board discussed and refined the project priorities for the upcoming budget. The board directed staff to budget for the following projects in the priority order listed; 1) renovation of the rivermouth bathrooms, 2) Veterans Park Pavilion, 3) Avalanche engineering / plans and 4) Open Space Master Plan.

New Business

None

Next Meeting

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, February 1, 2018 at 5 pm at City Hall

Adjournment

The January 11, 2018 meeting of the Parks and Recreation Board was adjourned at 6:43 p.m.

Barb Brooks, Recording Secretary