



**Meeting of the
BOYNE CITY
PARKS AND RECREATION COMMISSION**
Thursday, January 2, 2014
6:00 p.m. at City Hall



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for each board*

1. CALL TO ORDER
2. ROLL CALL
 - A. Consideration to excuse absences of Darryl Parish and Jerry Swift from the December 5, 2013 meeting.
3. APPROVAL OF MINUTES
 - A. Approval of the December 5, 2013 meeting minutes
4. CITIZENS COMMENTS (non-agenda items – limit to 5 minutes)
5. DIRECTOR'S REPORT
6. CORRESPONDENCE
7. REPORTS OF OFFICERS, BOARDS, AND STANDING COMMITTEES
 - A. Park Inspection Reports
 - All Parks / Road End Access Sites
 - Disc Golf Update
8. UNFINISHED BUSINESS
 - A. Tree Removals at Avalanche - face of the hill
 - B. Trail Town meeting update
 - C. Dog Park update
9. NEW BUSINESS
 - A. Pavilion Planning Session Report / Results
 - B. Fiscal Year 2014/15 Budget Considerations
10. GOOD OF THE ORDER
11. ANNOUNCEMENTS
 - A. 2014 Community-wide Goal Setting – January 9, 2014 @ 6pm (St. Matthews Parish Hall)
 - B. 2014 Annual Joint Boards & Commissions meeting February , 2014 City Hall
 - C. Next regular meeting is scheduled for February 6, 2014 at City Hall
12. ADJOURNMENT

*Individuals with disabilities requiring auxiliary aids or services in order to participate in municipal meetings may contact
Boyne City Hall for assistance:
Cindy Grice, City Clerk, 319 North Lake Street, Boyne City, Michigan 49712 (231) 582-0334*

ATTENDANCE RECORD
Parks & Recreation Commission
FY 2013– 2014

Member	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April
Bowman, Jo	---	P	P	P	P	P	P	P				
Kuhn, Bill	P	P	P	P	P	P	P	P				
Meeder, Heath	P	P	P	P	P	P	E	P				
Parish, Darryl	P	P	P	A	P	P	P					
Sheean, Mike	P	P	P	P	P	E	P	P				
Sheets, Marie	P	P	P	P	P	P	P	P				
Swift, Jerry	P	P	E	P	P	P	P					
VanHorn, Gail	P	P	P	P	P	P	E	P				

P=Present
A=Absent
E=Excused

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Approved: _____

**MEETING OF
DECEMBER 5, 2013**

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, DECEMBER 5, 2013.**

CALL TO ORDER

Meeting was called to order by Chair Sheean at 6:00 p.m.

ROLL CALL

Present: Mike Sheean, Jo Bowman, Bill Kuhn, Gail VanHorn,
Heath Meeder and Marie Sheets

Absent: Darryl Parish and Jerry Swift

**MEETING
ATTENDANCE**

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

Public Present: Two

Excused Absence(s): The board will consider the absences of Swift and
Parish at the January meeting

**APPROVAL OF
MINUTES **MOTION**

Sheets moved, Meeder seconded, PASSED UNANIMOUSLY, a
motion approving the November 7, 2013 meeting minutes as presented.

CITIZENS COMMENTS

None

DIRECTOR'S REPORT

Kovolski was absent from the meeting. Recording Secretary Brooks
stated that the Turkey Trot on Thanksgiving was well attended, the
pavilion was used and the bathrooms were opened up at City Hall for
use. She added that as long as the weather cooperated, the Avalanche
warming house and ice skating rink would be open for the Christmas
vacation.

CORRESPONDENCE

None

**REPORTS OF
OFFICERS, BOARDS
AND STANDING
COMMITTEES
Park Inspections**

Avalanche - Meeder reported that there are trees down on the trails that
could be hazardous with a little bit of snow fall to anyone using the trail.
The board would like to see these taken care of as soon as possible.

Disc Golf

Disc Golf – Club president Jason McCary stated they had a successful event in October and heard a lot of good feedback. Leagues and other people are still playing the course and hope to through the winter. There was discussion over litter and how much the situation has improved with the golf league working with City staff. The board expressed their gratitude toward the group for their efforts and improvements.

UNFINISHED BUSINESS

Tree Removal Maintenance

Face of the hill – There was no update due to Kovolski’s absence. Brooks stated that she hadn’t heard of any progress regarding this and with the snow coming already, she didn’t anticipate any work being done. The general consensus of the board was they were disappointed in the lack of progress and that they feel they have been talking about it for over a year with no improvement.

Trail Town Update

Trail Town Committee Chair Sheean stated that committee members met prior to the Parks meeting to discuss Trail Town and bring all committee members up to speed on the process and goals. They will meet again on December 10 with Planner Harry Burkholder to get started.

Dog Park Update

VanHorn reported the committee has met three times. They are still exploring location options that will accommodate immediate and future needs. They are researching dog parks in other communities for recommended rules & regulations, safety measures and whether there should be fees for use. They hope to have a location recommendation for the board to consider by the end of January. The board expressed a concern regarding charging fees. VanHorn explained that is just one option they are exploring as a way to regulate (licensing, vaccinations, etc.) and address a maintenance fund.

NEW BUSINESS

2013 Triathlon Report and Future Request

Triathlon event organizer Rob Swartz reported that they had 188 participants and most of them were from southern Michigan. He was pleased with the turn out for the first year and received many positive comments making for a successful event and participants are already inquiring to sign up for next year. He would like to hold the event again in 2014, make it an annual event and hopefully increase the number of participants. The board was pleased to hear that it was a success and did not hear any negative comments regarding the event. Kuhn stated that he was down at the park to watch some of the event and said everything was organized and run well. **Kuhn moved, Sheets seconded, PASSED UNANIMOUSLY** to support the 2014 Triathlon event.

****MOTION**

2014 Meeting Schedule

The board discussed the 2014 meeting schedule and the general consensus was to continue with the first Thursday of each month at 6 pm with the exception of July (due to the 4th of July and Boyne Thunder) moving it to the third Thursday, July 17. May – September meetings will be held in various parks and the remaining will be held at City Hall. **Bowman moved, Meeder seconded, PASSED UNANIMOUSLY** to adopt the 2014 meeting schedule as discussed.

Good of the Order

Kuhn informed the board of a generous donation of approximately 400 pairs of soccer shoes to the MSU Ext. 4-H Soccer program from Mark Fruge and the company he is partners in. He also reported that the archery targets were removed for the winter and are being stored at Mark Fruge’s. Fruge is going to try to restore/repair some of the damaged ones so they can be used in the spring.

Sheean reported that there is a bicycle ride planned for the first Saturday in February. The riders hope to ride from Charlevoix to Boyne City across the ice on Lake Charlevoix.

Reminder about the upcoming Pavilion Planning Session. All of the board members are encouraged to attend and give input. Bowman offered to go on behalf of the board as the representative.

NEXT MEETING

The next regular meeting of the Parks and Recreation Board is scheduled for Thursday, January 2, 2014 at 6 pm at City Hall.

**ADJOURNMENT
MOTION

The December 5, 2013 meeting of the Parks and Recreation board was adjourned at 6:48 p.m. **Moved by Sheets, seconded by VanHorn, PASSED UNANIMOUSLY.**

Barb Brooks, Recording Secretary

Concept 1

Lowest Impact



Concept 2

New roof + addition



Concept 3

Relocated Pavilion



PARKS AND RECREATION

General Fund

Fund Code: 101-751

Expenditures

Code	Account Title	Prior yr FYE 2012	Current Year FYE 2013		Proposed FYE 2014
			Budgeted	Projected	
702	Salaries/Wages: Part Time	5,763	7,000	5,500	7,000
705	Salaries/Wages: General Parks	54,049	75,621	60,000	75,000
709	Overtime	3,079	2,500	2,500	2,500
713	Insurance: Medical	17,839	21,000	18,000	21,000
714	Social Security	4,797	5,600	5,000	5,600
715	Pension	0	500	500	500
716	Unemployment Compensation	98	900	500	600
719	Vacation/Sick Time	0	3,600	3,600	3,600
727	Supplies	30,928	25,000	29,000	30,000
730	Maintenance	7,941	14,000	6,000	10,000
738	Civic Projects	1,000	1,000	1,000	1,000
740	Utilities/Telephone	20,476	22,000	22,000	24,000
808	Professional Services	0	5,000	0	5,000
818	Contracted Services	20,594	20,000	20,000	22,000
860	Motor Pool	44,449	50,000	45,000	50,000
910	Ins: Liability/Equipment	1,113	1,200	1,172	1,200
911	Workers Compensation	424	600	413	600
970	Capital Outlay/Equipment	18,237	20,000	14,000	20,000
975	Avalanche Improvements	0	11,000	9,396	10,000
	TOTAL	230,787	286,521	243,581	289,600

A. MISSION STATEMENT

To provide a safe, pleasing and useable open space in an economically feasible manner for recreational pursuits of our residents and visitors.

B. PERSONNEL

Andy Kovolski Parks Director
Keith Hausler..... Parks Foreman
(Also a Heavy Equipment Operator in Street Department)

C. LINE-ITEM CLARIFICATION

705 - Salaries/Parks General Wages\$ 75,000

727 – Supplies\$ 30,000

This item covers materials related to all of the parks, including paper products, garbage bags, hand tools, etc. The cost of fertilizer spray, picnic tables, grills, etc. and other miscellaneous, routine expenses are included in this item.

738 - Civic Projects\$ 1,000

These funds have generally been used to help finance community-sponsored Parks and Recreation activities. The allocation this year includes participation in:

a. Swim school . . . \$1,000

970 - Capital Projects\$ 20,000

Replace lavatory privacy stalls, purchase benches and Irrigation improvements

975 – Avalanche Improvements\$ 10,000

View corridor maintenance and signage Improvement / upgrades