Minutes: ***Final***

Date: May 28, 2024

Torch Lake Township - Day Park Advisory Committee Meeting

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| **Meeting**  | Tuesday, May 28, 2024 |
| **Time:**  | 6:35 p.m.  |
| **Attendees**  | Virginia Hawkins, Bob Hawkins, Dave Eggebrecht, Charlotte Lundy, Sue Sarin, Rita Service |
| **Absent** | Michael Healey, Sheila Wright, Donna Purvis |
| **Secretary** | Rita Service |
| **Audience** | 2 |

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| 1. **Agenda Approval**
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| Agenda approved with changes. M/S: B. Hawkins, R. Service Passed 6-0 |

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| 1. **Approval of Minutes**
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| April 24, 2024 M/S: B. Hawkins, R. Service 6-0.  |

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| 1. **Citizen Commentary –** none.
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| 1. **Committee Member Discussion:**
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| **Meeting Packets:** R. Service volunteered to organize meeting materials into a packet so members may review material ahead of meeting to facilitate & accelerate discussions. Packet to be available online for public access.  |

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| 1. **Old Business:**
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| * **Funds:**
	+ Park / Launch Budget Review: $49.7k loss for FY24-25)
		- $22.3K Revenue ($15K launch fees, $3.3 commercial marine, $0.8 pavilion rent)
		- $72.0K Expenses. Main drivers:
			* $19K launch attendants,
			* $16K janitorial services – includes contract & supplies,
			* $5K grounds maintenance - $4.5K trees, $0.5K dust control
			* $3K trash removal
			* $2K repairs/maintenance
			* $2K safety/control
	+ Funds Spent & Immediate Spending Forecast: $200 restroom door repair, one $170 display board, ecologically friendly wildflowers for drain field (V. Hawkins to purchase). R. Service volunteered to put financial package together for meetings
	+ Wish list: trash receptacles, paving passenger vehicle parking, boat wash
* **Pavilion Rental Agreement:** TLT’s 5/21/24 Board meeting unanimously voted on new Agreement rates:
	+ Non-resident: ½ Day: $150; Full Day $300
	+ Cleaning Deposit for All Renters: $100 refundable cleaning deposit. Refunded if Pavilion is left in acceptable condition (clean, tidy, all garbage removed from the area).
* **Camera Report:** Chair confirmed cameras can zoom in on license plates.
* **Signage:** Considerable discussion about current state vs future state, the need for new or keep some of existing & a plethora of signs. Committee only agreed to language & specifically did not vote on any purchases, design, etc. as Committee needs to re-evaluate if any signs suit the agreed upon language. Attachment A depicts this vote.
* **Website:** R. Service prepared & distributed draft website updates. Discussion tabled due to lengthy signage discussion.
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| 1. **New Business**
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| * **Wish List:** Tabled due to lengthy signage discussion.
* **Sprinkler System Update:**
	+ Backup contractor being contacted as original as scheduling conflicts. New contractor starts job in 7-10 days in coordination with electrician. Park will need to be closed 1-day (non-weekend).
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| 1. **Next Meeting:** Wednesday, June 26, 2024 @ 6:30 p.m.
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| 1. **Citizen Commentary:** concern re: need / cost Park sprinkler system. Response: 5 new trees planted, fence planting anticipated, grass dead during summer months**.** Without sprinkler system, need volunteers on daily basis to water all planting.
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| 1. **Adjournment**  8:31 PM. M/S: C. Lundy, B. Hawkins, Passed 6-0
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**Attachment B (See “Launch Fee Mandatory” Comment in Attachment A**

 