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

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| 1. **Approval of Minutes** |
| 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:** |
| **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:** |
| * **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** |
| * **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**

