

**PARKS COMMISSION MEETING**  
Lincoln Township Community Center Pavilion  
5575 South Roosevelt Road  
Stevensville, Michigan 49127

**Tuesday, November 14, 2006**

Meeting was called to order by Chairman Gardner at 7:04 p.m.

**COMMISSIONERS PRESENT:** Kim Risk, Bill Tucker, John Hoskins, Todd Gardner, Rick Knight. **ABSENT:** Mike Lucker and Rich Knapp.

**ALSO PRESENT:** Bob Elliott, Fran Elliott, Rick Sanders, Scott Hanson, Bill Bancroft.

**Opening/Audience Comments:** Bob Elliott, representing the Ridge Road Association, informed the commission one bid was in for the Glenlord Beach Park Renovation project. A couple of other bids are expected by this week's deadline.

Commissioners responded to questions regarding the judge's ruling to uphold the November 7 election results to dissolve the parks commission. Vice-Chairman Tucker stated the commission intends to cooperate with the township board and continue to do what is in the best interest of the parks. An appeal will be filed by plaintiffs Tucker and Risk.

**Secretary's Report** – Discussion of minutes from last meeting. Chairman Gardner has not yet received approved matching funds check to Sinclair Recreation for a GameTime grant to purchase toddler play equipment for the Community Center Park. Deadline is tomorrow. Treasurer Knight questioned that the General Operating balance was \$39,689.71 at the last meeting, but current financial report shows it has grown to \$58,634.12 after payment of invoices. Invoices approved at last meeting were in the amount of \$4,902.90. Hoskins questioned if Diamond Factory Service had been paid for appliances for the Community Park pavilion. Township office has not been able to find the invoice; Hoskins will call Diamond Factory Service to obtain another invoice.

Gardner, seconded by Tucker, made a **MOTION** to approve minutes from the October 24, 2006, regular meeting as presented. Roll call vote: Aye: Hoskins, Risk, Tucker, Knight, Gardner. Nay: none. **MOTION CARRIED.**

**Treasurer's Report** – Knight stated General Operating balance is at \$58,634.12; apparently, the amount showing in the last minutes was an error. Capital Improvement balance is at \$31,124.27, with additional \$40,000 left in fund balance from previous years.

Discussed motion from last meeting to transfer \$7500 from Capital balance into General Operating. This amount was unspent money in last year's Operating Fund and transferred into this year's Capital at the beginning of the fiscal year. Knight was told the township board would not make this transfer without the parks commission appearing before them with request for their vote of approval.

Gardner, seconded by Tucker, made a **MOTION** to approve invoices as presented in the amount of \$5,862.19 and final invoice from Trees in the amount of \$8,400.00, the vendor previously approved for tree work totaling no more than \$10,000.00. Roll call vote: Aye: Hoskins, Risk, Tucker, Knight, Gardner. Nay: none. **MOTION CARRIED.**

Treasurer Knight stated \$50,234.12 was left in Operating after approval of Trees invoice.

**Report of Officers** – Vice-Chairman Tucker brought up several open issues for the township board to be aware of:

- There is a \$5,000 outstanding bill from Wiltse Fencing for fencing at the baseball/softball fields. Tucker will contact Mr. Wiltse.
- Eleven groups were notified by letter dated June 1, 2006, (Attachment A) of the approved registration fee for each registrant of a sports and recreation program utilizing township park and recreation facilities.

**Uncollected:**

SWM fall fees  
LYSL fall fees  
Blossomland Soccer fees  
Lakeshore Middle School soccer fees  
\*Lutheran Schools soccer fees  
LYBSA fees  
Lakeshore HS Softball fees

Lightning Travel Softball fees  
Outlaw Travel Softball fees  
Fusion Travel Softball fees

**Collected:**

SWM spring fees  
LYSL partial spring fees  
Lakeshore Rocket Football fees

\*Deb Bly of LYSL reported receiving their check, including their fees owed to the parks commission, but has not submitted any fee money to date.

The money collected from registrants on behalf of the township parks was approved to be set aside from the Parks Operating Budget and reserved for Capital Improvements in each park facility. Organizations were also required to submit proof of insurance, 2006 schedules and financial statements from 2005 and 2006. Commission is greatly concerned that money was collected from registrants and not properly passed on to Lincoln Township Parks and the corresponding capital accounts. These outstanding debts need to be immediately addressed. There is also concern regarding proper compliance of insurance requirements.

- Marilyn Anderson, a former Parks Commissioner, made an estimated \$430 donation in spring 2005 that was earmarked for a baseball/softball complex improvement. This money needs to be used per her donation request or returned to her.
- The Parks Commission signed a contract with USASA, a national adult soccer organization, to host the 2007 Regional Finals June 15 – 16 at the Rockey Weed Youth Soccer complex. The contract stipulates that the Parks Commission will provide management of parking and volunteers to collect parking fees and contract for concessions and retain proceeds. A field usage rental fee has already been collected.

Risk reported on the Cub Scouts Pack 619 fall clean up of North Lake Park on November 4. The scouts and their families picked up sticks and trash and raked leaves with great enthusiasm. Commissioners Hoskins and Risk volunteered their time to help with this community service project. The Lakeshore High School Assets Advisory Committee installed 250 feet of snow fencing at Lincoln Township Beach on November 5, completing the work in less than 2 hours. Eleven students volunteered their afternoon, as did Commissioner Lucker who drove in 70 stakes, and Commissioner Risk who coordinated the project. On November 11, the Hollywood Butterfly Club came to Lincoln Township Beach to scatter milkweed seeds among the dunes in hopes of providing future habitat for Monarch Butterflies migrating from Canada. Commissioners Risk and Tucker were present to support the group and take photographs.

Risk stated the commissioners all volunteered their time for these projects because they care about the parks and have worked hard to build relationships with community groups who also care about the parks. Vice-Chairman Tucker also wanted to recognize Commissioner

Lucker for the hundreds of hours providing volunteer skilled labor for the baseball indoor hitting facility.

Discussed having a wrap-up audit of the Parks as part of the transition from 34 years of parks commission financial oversight to township board control. An outside opinion from Plante & Moran could protect the commission from accusations of improprieties and provide a proper accounting of parks' assets. However, prior actions in regard to hiring Plante & Moran led to an increasingly strained relationship with the township board. ACTION TABLED.

**Chair Report** – Chairman Gardner stated he has enjoyed every minute spent working on the parks and thinks we have come a long way. He has rarely experienced being part of a group so united in a common goal. Vice-Chairman Tucker added that he hopes people will continue to exercise their right to question their government.

Tucker, seconded by Risk, made a **MOTION** to pay John Hoskins at rate approved by the commission for all the hours worked as interim Parks Maintenance Supervisor. Chairman stated he has sent Township Supervisor Stauffer an email requesting such and detailing Hoskin's use of his personal truck, gas, and tools without any request for reimbursement while carrying out his parks' duties. **MOTION UNANIMOUSLY CARRIED.**

**Old Business:** No report.

**New Business:**

**Announcements:** Further discussion of judgment to allow dissolution of parks commission and continuation of lawsuit on appeal.

**Adjournment:** MOTION to adjourn made by Gardner at 8:38 p.m.

\_\_\_\_\_ Date \_\_\_\_\_  
Submitted by Kimberly Risk  
Parks Commission Secretary

\_\_\_\_\_ Date \_\_\_\_\_  
Approved by Commission  
Todd Gardner, Parks Commission Chairman