

BEAVER LAKE PARK COMMITTEE
DRAFT MEETING MINUTES
Monday, August 21, 2023 – 12:30 p.m.
Howard Male Conference Room

Beaver Lake Park Committee Chair Gerald Lucas called the Beaver Lake Park Committee meeting to order at 12:30 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

COMMITTEE MEMBERS PRESENT: Bill LaHaie, John Kozlowski, Beaver Lake Park Managers Earl Martin and Marcia Martin, and Gerald Lucas.

OTHERS PRESENT: County Administrator Mary Catherine Hannah, and County Board Assistant/Parks Recording Secretary Lynn Bunting.

MANAGER MONTHLY REPORT – (attachment #1)

Beaver Lake Park Managers Earl Martin and Marcia Martin presented following for discussion:

1. Drain Tiling System discussion. Earl reported that Rob Z will give an estimate on the concrete slab area project with excavation and sand work plus dirt needed for wash out area after they get back from vacation and to include planting grass seed. Lots filled with grass on hill and issue with lower campground as well.
2. Labor Day Weekend Events in meeting packet for review and committee concurred with the events with no issues and will present to PointPersons and Parks & Recreation Commission for approval.
3. Punch list after vacation and have ready for PointPersons. Mary Catherine said she has a draft review and will send to the managers and committee as information.
4. Closed the painting of the doors and toe kick tickets.
5. If have a last-minute show up and they created a walk-in sheet while on vacation the camp hosts manage the park, give information the managers will need to put in the system when they return, information they require to fill in so they can put in computer when they return. Earl reported envelopes available and put in the box. The Martins spoke with Patrick to come out on Saturday/Sunday to check on things.
6. No update on windows per Earl (Jon Schulze ordered from Bernards) and recommend to check to see if any penalty for cancelling the order and have Jon order someplace else to order and install windows, but make sure that there is an order somewhere else available before placing order somewhere else.

NEW BUSINESS

None.

2023 BUDGET

The committee reviewed and discussed the following:

1. TruGreen budget adjustment discussion. The contract was reviewed. Recommendation to increase the Insect Control line item #208-757-801.004 to pay the bill for insect control for 2023 and Mary Catherine will request an adjustment. (Contract \$550 of two applications = Total \$1,100)

2024 BUDGET REQUESTS/RECOMMENDATION

The committee reviewed the Park Manager's Occupancy Report and discussed potential improvement of campsites to increase revenue and where to be with budget next year. Discussion on increasing rates for 2024. Mary Catherine reported she did some research on other campsites throughout the state on an average and shared information with the committee. Recommendation to do amenity upgrades and hold off on increasing rates until know the fees involved with the Parks Online Reservation System and review for future increase in campsite rates.

The committee and managers reviewed the 2024 budget with Mary Catherine and will make a recommendation for the proposed 2024 budget for Beaver Lake Park at the next PointPersons Committee meeting in September for review.

UPDATE CAPITAL IMPROVEMENT PLAN

The committee reviewed the CIP Proposed Projects for Beaver Lake Park 2024 and tentative future years and discussed. Discussion and recommendation to put a 2024 Pavilion project in the Beaver Lake Park Building Maintenance budget for power, concrete, and excavation work for \$5,000 and Earl will be estimates. Mary Catherine recommended that the committee and managers review and get updated information for her and Lynn so they can update for the Parks & Recreation Commission to review.

DISCUSSION ON RECREATION PLAN

Mary Catherine reported that the current Recreation Plan (2019-2023) will be expiring at the end of this year and the committee and managers need to review the goals in the current recreation plan and recommend updates for Beaver Lake Park. Mary Catherine informed the committee and managers that the Planning Commission is working with the County and NEMCOG along with the Townships on updating the current Recreation Plan that will expire 12.31.23 as a current plan is needed to apply for DNR Grants.

OTHER DISCUSSION

The committee discussed and recommended future meetings to be held at 4:00 p.m.

***Next Meeting: Monday, September 25, 2023, at 4:00 p.m. in the Howard Male Conference Room**

ADJOURNMENT

The meeting was adjourned at 1:53 p.m.

Respectfully Submitted,

Gerald Lucas, Beaver Lake Park Committee Chair

DRAFT

#1

PARK MANAGER MONTHLY REPORT

BEAVER LAKE
AUGUST-SEPTEMBER 2023

Ongoing Improvements Project(s) Progress:

Drain / tiling issue by garage – will be worked on in late fall

Campground Activities & Site Notes:

Labor Day weekend events – Saturday and Sunday – flier attached

Budget Adjustments Needed/Budget Look Ahead:

Budget planning for 2024 - some line items to be increased -
Ground Maintenance, Building Maintenance, Equipment
maintenance, Janitorial

capital outlay project for 2024 – new dock system

Upcoming/Needed Maintenance:

Follow-up: closed tickets 11156 and 11157 as BLP taking care of issues.

OTHER / MISCELLANEOUS:

Playground inspection sheet and occupancy reports attached.