

FRUITLAND TOWNSHIP PARKS AND RECREATION WORK SESSION FEBRUARY 28, 2019

Present: Commissioner Lynn Knopf, Commission Herb Huch, Commissioner Bob Murray, Commissioner Sue Sawyer and Commissioner Deb Svensson

Absent:

Call to Order: Chairperson Svensson called the meeting to order at 10:00 am

Pledge of Allegiance

Agenda: Budget FY 2019

The following line items have been completed by the Board of Trustees:

					Discussion Points:	
	Salary	Maintenance Staff 15%		\$ 4,118.40	\$ 4,243.20	
	Office Help	Staff #2 10% Wage		\$ 2,907.20	\$ 2,997.07	
	Part Time Wages	Seasonal Part Time 25% Wage		\$ 1,435.50	\$ 1,250.00	
	Meeting Pay	12 meetings for 5 members and 1 secretary @ \$40.00 Each		\$ 2,880.00	\$ 2,880.00	The commission has adjusted their normal schedule to accommodate election schedule. We will schedule work sessions as needed which will be unpaid.
	Pension - 457	Staff #2 10% pension and Secretary Meeting Pay Pension		\$ 508.08	\$ 571.06	
	Emp ER Soc.Sec/Med	Maintenance, Secretary, Meeting Pay and Seasonal		\$ 611.00	\$ 755.16	
	Health Insurance	Staff #2 10% Health Insurance		\$ 330.00	\$ 330.00	
	Life Insurance	Staff #2 10%		\$ 11.10	\$ 11.10	

The following line items to be submitted to the Board of Trustees for approval:

	Postage			\$ 50.00	\$ 700.00	Increase of \$650 to cover 3 informational mailings, two of which will be included in the tax statements.
	Contracting Nestrom Park			\$ 4,455.00	\$ 2,064.15	
		1 Handi Cap Port a John		\$ 1,350.00	\$ 1,350.00	
		Ball Field Fertilizer		\$ 305.00	\$ 314.15	3% increase
		Summerize/Winterize Sprinklers		\$ 300.00	\$ 400.00	Increase of \$100 to cover several broken sprinkler heads.
		Natural Resource Survey		\$ 2,500.00		Remaining \$1500 to be paid from FY 2018 budget. Shawna Meyer replied she will be able to complete the survey and submit the report and invoice no later than April 30th.

	Contracting Community Services			\$ 2,500.00	\$ 3,000.00	
		Sports and Shorts		\$ 1,500.00	\$ 3,000.00	This program has multiple benefits which include: 1) the increase use of the park 2) provision of a safe, recreational opportunity for Fruitland Township children 3) Provides supervised educational opportunity 4) promote camaraderie, teamwork, and development new friendships, 5) allow for positive adult influence, 6) promote the park to the township. What happens if we don't provide this opportunity? What replaces this experience? This is a significant bang for the buck and will increase usage more than any other request made today.
		Nestrom Park Appreciation Day		\$ 1,000.00	\$ -	The commission looks to potentially sponsor an appreciation day in the future once improvements have been made to the park.
	Printing & Publishing			\$ 500.00	\$ 700.00	
		Notices in paper		\$ 200.00	\$ 200.00	
		White Lake Visitors Guide		\$ 300.00	\$ -	
		Informational postcards to be sent			\$ 500.00	This will most likely be a single sheet rather than a postcard to be mailed to township residents. The objectives include 1) introducing ourselves, 2) state our mission, 3)improve two way communication with the residents 4) advertise and inform re: the Sports and Shorts program, 5) inform the residents of the improvements made in the last year, 6)outline planned improvements for the coming year 7) re-introduce E-News 8) inform of the planned survey in the summer tax statement and 9) print our meeting schedule and invite residents to attend our meetings.
		Repairs & Maintenance		\$ 9,500.00	\$ 14,200.00	The \$14,200 total is budgeted for the following projects. Each project cost may be slightly more or less than estimated. The total amount of \$14,200 will not be exceeded, but individual projects may come in at a lower or higher cost than estimated. This is an important change to allow for accurate bids/estimates which cannot be completed in the winter, bids that would no longer be current when the work is to be completed, i.e. expire anywhere from 30 to 90 days after obtaining, to be fiscally responsible by not over estimating to cover contingencies and to provide flexibility to accomplish project completion in a timely manner.

		Misc. Repairs	Will request to use the remaining dollars in this line for improvements to the bleachers and supplement additional needed dollars for the stairs.	\$ 2,500.00	\$ 3,000.00	The new commission has not been able to complete a comprehensive assessment of part needs due to the winter months. The increase of \$500 is to cover unanticipated needs.
			Soccer Nets	\$ 700.00	\$ -	Came in significantly under budget from projected cost. This is an example of why this budget line needs the flexibility.
			Painting lines for tennis and pickle ball	\$ -	\$ 1,200.00	These line items are connected but will most likely be provided by different vendors.
			Tennis Court Crack Repairs	\$ 2,500.00	\$ 6,000.00	This is for one court and is based on older estimates as vendors are unable to assess the current situation due to weather.
			Steps on Stairway	\$ 800.00	\$ 500.00	We anticipate the stair ways will continue to require maintenance just by the nature of the building materials.
			Park Signage	\$ 500.00	\$ 500.00	The signs on the pavilions need updating and signage for the park should be standardized with other township signs and improve the presentation of the park.
			Tree Trimming	\$ 2,500.00	\$ 2,500.00	Management of tree growth and changes will be an ongoing issue for the park.
			Ball Field Upgrade and Maintenance	\$ 500.00	\$ 500.00	The township is providing the tools and supplies needed to return the ballfield to a usable state. Labor is primarily provided by user volunteers.
	Education & Dues			\$ 500.00	\$ -	The commission discussed the potential use of these dollars for education and decided there was a greater need for these monies in other areas.
	Capital Improvements			\$ 2,160.00	\$ 40,250.00	
			Trail Benches	\$ 960.00	\$ -	Deferred until after an assessment of the park and will request in a future budget if needed.
			Pavilion & Facet to N Pavilion	\$ 1,200.00		Unable to complete FY 18 due to weather. Decided to defer for FY 2018 and will request with appropriate changes for FY 2019.
			Potable Water to both Pavilions		\$ 5,000.00	The increase is to provide potable water to both pavilions in order increase use for the residents and revenue for the township.
			Security Cameras		\$ 250.00	Requesting in order to assess usage and address any issues with accurate information.
			Play ground equipment	\$ 30,000.00	\$ 35,000.00	The new request of \$35,000 will be in addition to the \$30,000 from the existing account. We will seek a matching grant for the total of \$130,000 and complete the project in FY 2020. The playground equipment should be upgraded to provide a safe and positive place for the children of residents to play.

Motion for Adjournment: Commissioner Knopf, seconded by Commissioner Sawyer. 5 Aye, 0 Nay

Respectfully submitted: Commissioner Svensson