

BEAVER LAKE PARK COMMITTEE  
MEETING MINUTES  
Monday, June 26, 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: John Kozlowski, Bill LaHaie, 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. Vehicle Fuel Log and Vehicle Maintenance Checklist. Mary Catherine reported the vehicle fuel log she can get from the Road Commission on a monthly basis and the vehicle maintenance checklist is handled with Enterprise and she can obtain a report from them as well. Mary Catherine stated she will contact Ryan at the Road Commission to see if he can run a monthly fuel log for the committee. This will be added to the PointPersons Committee meeting Agenda to discuss and will contact Ryan and Enterprise for the reports.

Playground Equipment – will be on new checklist as routine and kept at the park.

2. Park Managers and Park Camp Hosts wearing County ID Badges – the managers and committee were informed.

3. Earl reported driveway was cleaned up. Marcia relocated a tree growing by the garage door (house).

**2023 BUDGET**

The committee reviewed and discussed the following:

1. Budget Adjustments needed/Budget look ahead: Marcia reported in the managers' report they requested if they could view and print in BS&A for their budget. Mary Catherine reported that she will check on this with the Treasurer if all three parks could access their budget and view only.

2. CIP Planning/Recreation Plan - The managers passed out information for the CIP Planning Proposal for Beaver Lake Park to the committee to review. Mary Catherine reported that the County is working on updating the master plan/recreation plan as the current plan expires this year and asked the managers to check off what has been completed and went through the list with the managers and the committee. The managers passed out proposed CIP sheet to the committee for review. The committee will review and discuss at next meeting.

Earl reported a new dock was given to them and had approval from this last year and need two other docks to replace. Earl reported they would like Hickory Dickory Dock to help put docks in/out

and are waiting on a proposal to be sent to replace two docks they have. Earl reported that he wants to sit down with the committee before budget planning and pull off CIP proposals for 2024 and figure into budget for 2024 so it is not just a wish list.

### **OLD BUSINESS**

1. Update Budget Sheet - Youth & Recreation Grant Application for 2024 update budget sheet with budget breakdown the managers passed out for committee to review. Discussion on the Mobimart and the committee stated it was not feasible for the steepness of the embankment.
2. Quotes needed for 2024 Youth & Recreation Grant Application. Gerald will speak with someone to see what engineering costs will be.

### **PARKS PERFORMANCE REVIEW**

1. Opening day – Not done yet for 2023.
2. New form being revamped in the fall.

### **NEW BUSINESS**

1. Health Department needs more water samples – Earl reported already done, next one in July. Rates will be raised to \$40 (\*budget 2024) and if need adjustment within the line item when the bill comes in will inform Mary Catherine.

Earl gave Gerald the TruGreen bill to approve, sign with line-item number and submit with regular bills to the Treasurer's Office.

### **OTHER DISCUSSIONS**

Gerald received a Special Tribute acknowledging Beaver Lake Park for National Camping Week from Earl and read the special tribute to the committee and reported the tribute as State Representative Cam Cavitt's signature (attachment #2).

**\*Next Meeting: Monday, July 24, 2023, at 12:30 p.m. in the Howard Male Conference Room**

### **ADJOURNMENT**

The meeting was adjourned at 1:19 p.m.

Respectfully Submitted,



Gerald Lucas, Beaver Lake Park Committee Chair

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## PARK MANAGER MONTHLY REPORT

BEAVER LAKE

JUNE-JULY, 2023

### Ongoing Improvements Project(s) Progress:

Tree down by rec center – barrier wall installed; awaiting dirt / topsoil

Drain / tiling issue by garage – waiting on Rob's availability to work on project

Flowers and tree by garage door transplanted along with other personal bulbs

Proposed CIP projects list will be prepared and available to discuss at meeting

### Campground Activities & Site Notes:

Activity - Independence Celebration July 1<sup>st</sup> – kids' bike parade, water fight in the afternoon; music (AK & the Outlaws) in the evening

Christmas in July – 7/22; camper decorating contest, karaoke in the evening

### Budget Adjustments Needed/Budget Look Ahead:

pending review

for future budget planning, would like to add (contractual or otherwise), to have Scott K (or Hickory Dickory Dock) annually insert/extract docks and buoys



Upcoming/Needed Maintenance:

Put in tickets for lower bathrooms – exterior doors need repainting; also, toe-kick trim along floor needs to be reattached / replaced

OTHER / MISCELLANEOUS:

BS&A – would like to request access to view / print (MM)

Information only: Playground equipment - couple pieces of playground equipment were damaged over the weekend (due to misuse)

\*Attached: Occupancy Reports, Revenue YTD (actual v budget)

*Manager Should Keep on Site and Available for Inspection: Maintenance Checklists (3 month, 6 month, annual), Vehicle Inspection Checklist, Playground Inspection Checklist*

#2

STATE OF MICHIGAN



SPECIAL TRIBUTE

To

**Beaver Lake County Park**

LET IT BE KNOWN, that it is with deep appreciation for your hard work and devotion that we honor your campground in recognition of National Camping Week.

The shared experience of being in the great outdoors brings family and friends together, building strong bonds that last a lifetime. Campers gather around the fire, sharing stories, cooking meals, and sitting under the stars. Campgrounds allow many of us to unplug and connect with nature and each other in ways that modern life does not permit. They help us have a better understanding of the world around us and get away from the hustle and bustle of life.

Michigan's over 1,000 campgrounds play a crucial role in protecting our natural resources by promoting responsible outdoor recreation and environmental conservancy. They help reduce the impact of human activity on the environment, ensuring that our natural resources remain healthy and intact for future generations to enjoy. By promoting responsible outdoor behavior campgrounds help protect the natural beauty of our parks and wilderness areas.

IN SPECIAL TRIBUTE, Therefore, this document is signed and dedicated to acknowledging your responsible service in recognition of National Camping Week.



*Cam Cavitt*

Cam Cavitt, State Representative  
The One Hundred and Sixth District

The One Hundred and Second Legislature  
At Lansing  
June 2023

