

Coldsprings Township Parks & Recreation Committee Meeting Minutes July 2, 2013

A Regular Meeting of the Coldsprings Township Park & Recreation Committee was held on Tuesday, July 2, 2013. Committee Members present: Brenda Lambert, Chuck Vernon, Lynnette Cervone, Marge Bagnell, and Grant Writer: Pam Stuckman. Committee Members not present: 1 Wayne Jonker. Members of the public: 0.

Chairperson, Brenda Lambert, called the meeting to order at 7:01 p.m. Minutes from the June 4th meeting passed with a motion by Chuck, support by Lynnette and then unanimous approval by the committee. The agenda was also approved as amended with the addition under New Business – Special Meeting for Bids for Parking Area and the addition under Other Business – Job Duties for Maintenance Person, Items Needed for Maintenance Shed, Reservation Outline, and Work Day at Sands Park with a motion by Brenda, support by Chuck and then unanimously approved by the committee.

Review of Correspondence – No new correspondence.

Old Business

Encroachment update – No new information had been received for the month of June.

Donation Post update – Donations for the month of June were \$10.50.

Progress on approved Grants - 2011 MNRTF Grant – Again, this month has been filled with activity. Due to some challenges with the electrical being brought in for the pavilion a scope change to add a 4X8 room to the pavilion to house all the electrical was approved by the Park & Recreation committee and the Township Board. Another scope change was the redesign of the pathway to ensure ADA accessibility throughout the park. Both the State and County Inspector have approved these changes and a new bid of \$6,520 was received from TJM and approved by Supervisor, Mike Neubecker. **Risk Reduction Grant Program** – The committee discussed the expense for internet access for viewing the video from the security cameras and decided to gather quotes from: Charter, Hughes Network, Chain O Lakes, AT&T.

Local businesses grants or sponsorship update — The 2011 \$1,000 Grant received from **TransCanada** will be used for the Pathway/Foliage. Once the new 3ft fibar pathway is complete a one ft area on each side of the pathway will have rocks and shade loving foliage to balance that pathway with the cement pathways. **2012 TransCanada**

Grant for the picnic tables – The Township will be awarded a check for \$2,000 for the picnic tables at the next Township Board Meeting scheduled for July 8, 2013. The picnic tables have already been ordered and received so the monies will be used towards payment. **2013 PAR Plan RRGP Grant** – This grant is being pursued for the fence and stairs at Sands Park. Anticipation of grant results is not expected until August.

New grant applications – Both the 2013 MNRTF and the 2013 MDNR Passport Grants have been submitted. The committee is now waiting for the results which will not be made public until October/November for the Passport Grant and December for the MNRTF Grant.

Ice Cream Donation for Renovation Celebration – The committee reviewed and revised the flyer for informing the public of the celebration. The invitation letter has also been completed and approved. A list of who the invitation letter will be sent to will be drafted by Brenda. The responsibility matrix was reviewed by the committee. A draft with the changes was sent out to the committee for review

New Business – Special Meeting for Bids for Parking Area – If multiple bids are received and a special meeting is necessary, the group will convene Monday afternoon prior to the Board Meeting Monday night.

Other Business – Job Duties for Maintenance Person – The committee reviewed and revised the draft of duties for the maintenance person. This list will be shared with the Township Board for their approval. **Items Needed for Maintenance Shed** – this list was also reviewed and revised and awaiting approval from the Township Board. **Reservation Outline** – this outline was reviewed and revised and awaiting approval from the Township Board. **Work Day at Sands Park** – The committee will schedule a work day in the next few weeks to prepare the park for the renovation celebration.

Next Agenda – Continue to update agenda items through completion

- Encroachment update
- Donation Post update
- Progress on Approved Grants
 - 2011 MNRTF Grant
 - Risk Reduction Grant Program
 - TransCanada \$1,000 Pathway/Foliage
- Local business grants or sponsorship update
 - TransCanada Picnic Tables
 - 2013 PAR Plan RRGP Grant
- Grant Application Updates
 - 2013 MNRTF Grant
 - 2013 MDNR Passport Grant
- Ice Cream Social for Renovation Celebration
- New Business
- Other Business

Public Comment – None

Meeting Adjourned: The meeting adjourned at 8:31 p.m. with a motion by Marge, support by Lynnette and then unanimous approval by the committee.

Coldsprings Township Grant Applications

Matching Funds	Grant	Requested Amount	% Matching Funds	Match Amount	Status
MNRTF	Restroom, Picnic Shelter, Path, Water Pump	\$47,000	50%	\$44,000	Approved
MDNR	Playground equipment	\$25,000	25%	\$11,500	Approved
MDNR 2013 Passport	Play Structures for 2 – 5 & 5 – 12 year olds	\$38,610	25%	\$12,870	Pending
MNRTF 2013	Play Structures for 2 – 5 & 5 – 12 year olds	\$30,888	40%	\$20,592	Pending
Future Grant applications					Due Date
Risk Reduction grant program	Security	\$5,000			Approved
TransCanada	Pathway	\$1,000			Approved
TransCanada	Picnic Tables	\$2,000			Approved
2013 PAR Plan Grant	Fencing	\$5,000			Pending