

**ISABELLA COUNTY PARKS & RECREATION COMMISSION  
REGULAR MEETING MINUTES  
Wednesday, October 2, 2024**

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**CALL TO ORDER**

The meeting was called to order by Chairman Vasold at 6:00 pm.

**COMMISSION MEMBERS PRESENT**

Ann Silker, Bob Busch, Bob Willoughby, Craig Clingan, Jeremy Murphy, John Dinse, Jordan Bruursema, Randy Vasold and Ruth Barrett

**COMMISSION MEMBERS ABSENT**

Frank Engler

**OTHERS PRESENT**

Director Alexis Hansen, Parks Assistant Supervisor Emma Vanacker, Administrative Assistant Nichole Manley and Park Staff Member Kathy Vanderkolk

**ADOPTION OF AGENDA**

**Agenda was accepted as presented (Busch/Willoughby).**

**INTRODUCTIONS**

Gary Silker

**MINUTES**

The September 2024 Board Meeting Minutes were reviewed. **It was moved (Dinse/Willoughby) to approve the September 2024 Meeting Minutes as presented. Motion carried unanimously.**

**GENERAL PUBLIC COMMENTS**

N/A

**FINANCIAL REPORTS**

The Director presented the invoices and credit card bills for September 2024. **It was moved (Busch/Bruursema) to approve the invoices and credit card bills September 2024. Motion carried unanimously.**

**CAMPGROUND SUMMARY REPORT**

Director Hansen gave an update on the Campground Summary Report for September 2024.

**DIRECTOR'S REPORT**

The Director attended a meeting last week to see tentative plans of the new office. It is estimated that it will be 1-2 years before we move back in to the building. The Parks and Recreation tentative office will continue to be at 614 West Pickard Street for the near future.

## **Parks**

Herrick Recreation Area is now closed for the season. The Director gave permission to a boy scout troop to camp at the park this weekend even though the park is closed. While they are there, they will be doing a service project. Coldwater Lake Family Park closes October 6<sup>th</sup>.

The County Parks will be transitioning to key pad entry for all buildings. Physical keys will no longer be needed for seasonal staff, they will use the key code instead. This transition was prompted by a laptop and weed whip being stolen from Coldwater Lake Family Park. A police report was made in regards to the stolen items and the Director will submit an insurance claim.

## **UNFINISHED BUSINESS**

### **Department of Natural Resources Spark Grant**

The plans and drawings for the project have been approved by the Department of Natural Resources (DNR). A Request for Bids was submitted to the Administration Office today and will be posted next week. On October 30<sup>th</sup>, there will be a site visit with the contractor. Bids for the project must be submitted by November 14<sup>th</sup>.

### **Rules and Ordinances Update Review**

The Director noted that the Parks Rules and Ordinances were last revised in 2011. The suggested changes are below:

#### **Section 10 – Swimming, Bathing, Wading**

**Previous #6** – No person shall: Wear a thong type bathing suits in any of the County Parks.

**Updated #6** – Appear on any beach, designated swim area or other property owned or administered by the Commission in a state of nudity, or make any indecent exposure, or engage in any obscene, lewd, lascivious, or indecent behavior.

**New #7** – Set up a hot tub, portable hot tub, or portable pool in any park at any time.

#### **Section 12 – Camping**

**Previous #3** – For more than one (1) family consisting of a father, mother and unmarried children to occupy a single camp site.

**Updated #3** – To exceed the maximum site occupancy of 6 people per site.

**Previous #4** – For more than four (4) unrelated persons to occupy a single camp site.

**Updated #4** – To discharge wastes of any type, except into designated containers, or dumping stations. Per Central Michigan District Health Department Sanitary Code, grey water and black water must be discharged into approved containers or sanitary dump stations. Violation will result in expulsion from the campground.

**Previous #6** – For more than two (2) motor vehicles, and one (1) major camping unit plus one (1) small tent (50 square feet or less) to occupy a single campsite.

**Updated #6** – For more than two (2) motor vehicles, and one (1) primary camping unit plus one (1) additional soft-sided temporary structure to occupy a single campsite.

#### **Section 16 – ~~Motor Driven Vehicles~~ Motorized Vehicles, Recreational Vehicles and Golf Carts**

**New #4** – Operate a motor vehicle without being a legally licensed driver in

possession of a valid driver's license and insurance. Proof of a valid driver's license must be provided upon request.

**New #5** – Operate a golf cart or recreational vehicle during quiet hours at any Commission campground.

**New #6** - Exceed more than one (1) golf cart or recreational vehicle per site. Registered campers AND golf cart owners, are responsible for their machines and their guests and must ensure guests and children follow all rules.

- All golf carts and recreational vehicles must be registered at the park office with a vehicle permit affixed before being used within a park.

## **Section 26 – Littering and Pollution of Waters**

**New #4** – To use materials for decoration, recreation or events in any pavilion or building or on any campsite, court, playground, natural surface, open area or trail owned by the Commission that create litter and cannot be cleaned up in their entirety.

**It was moved (Dinse/Busch) to approve the revisions to the Parks Rules and Ordinances as presented. Motion carried unanimously.**

## **NEW BUSINESS**

### **New and Modified Fees Discussion**

The Director addressed the following fee updates:

Increase – Tribute Bench Fee from \$500 to \$1,200.

- This will cover the cost of the bench and installation.

Increase – Mooring Fee from \$100 to \$500.

- 27 individuals are currently on the waitlist. This increase will be more comparable to other local entities with mooring spots.

New – Extended Stay Camping Payment Plan Installment Fee - \$15.00 per scheduled payment.

New – Extended Stay Camping Payment Plan Late Fee - \$50.00 per scheduled payment.

New – RV Dump/Fill Fee (not a fee for campers) - \$10.00.

## **ANNOUNCEMENTS**

Commissioner Busch stated the Road Commission is looking into the needs of their satellite work spaces.

Commissioner Willoughby noted that the Drain Commission does not have any current projects. All other projects this summer went well.

Commissioner Silker gave an update on the solar farms going in in Isabella Township. The Planning Commission will meet again next week.

**The next Parks and Recreation Board Meeting** is scheduled for Wednesday, December 2, 2024 at Isabella County Road Commission Building – 6:00pm.

**ADJOURNMENT: It was moved to adjourn (Willoughby/Clingan) at 7:24pm. Motion carried unanimously.**

Respectfully submitted,  
Craig Clingan, Secretary