



GENESEE COUNTY PARKS

Get away. Right away.

COMMISSION MINUTES: October 10, 2019

MEMBERS PRESENT: President Joe Krapohl, Vice President James Washington, Secretary Mike Lynch
Commissioners: Cloyce Dickerson, Ted Henry, Mike Keeler, David Martin

MEMBERS ABSENT: Commissioners Gloria Nealy, Bryant Nolden, Jeff Wright

STAFF PRESENT: Barry June, Director; Ron Walker, Deputy Director; Melissa Gagne, Secretary;
Kevin Shanlian, Chief Park Ranger; Leisa Gagne, Financial Affairs Officers; Nancy
Edwards, Keep Genesee County Beautiful; Hollie Marlett, Marketing Assistant;
Matthew Armentrout, Facilities Director

OTHERS PRESENT: Vince Paris, Executive Director, Southern Lakes Parks and Recreation;
Tom Kehoe, 4304 E Stanley, Genesee, MI; Doug Schultz, ROWE

1. CALL TO ORDER. President Krapohl presided and called the meeting to order at 10:00AM.
Recognition of William White and
2. OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COMMISSION. **Anyone wishing to address the commission must state their name and address and they have 3 minutes to speak.**

Public comment heard and received.

3. CONSENT AGENDA. President Krapohl asked Commissioners if there are any items they wish to remove from the consent agenda for discussion. No items were removed.
Motion and support to approve items A through C as listed.

ACTION TAKEN:

**Motion by Commissioner Washington
Supported by Commissioner Dickerson**

MOTION AND SUPPORT FOR APPROVAL OF CONSENT AGENDA ITEMS A THROUGH C AS LISTED.

ROLL CALL

YEAS: Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington
NAYS: None
ABSENT: Nealy, Nolden, Wright

MOTION CARRIED 7-0-3

4. DIRECTOR'S REPORT

- A. COLUMBIAVILLE LEASE AGREEMENT – INFORMATION ONLY
- B. SOUTHERN LAKES PARKS AND RECREATION LEASE AGREEMENT – INFORMATION ONLY – VINCE PARIS
- C. REQUEST TO APPLY FOR GRANT – **LOWE'S GRANT FROM KEEP AMERICA BEAUTIFUL (KGCB)**
Motion and support to approve to apply for a \$10,000 grant from Keep America Beautiful for supplies to use at Keep Genesee County Beautiful.

ACTION TAKEN:

**Motion by Commissioner Washington
Supported by Commissioner Lynch**

MOTION AND SUPPORT TO APPROVE REQUEST TO APPLY FOR GRANT AND REFER TO BOC APPROVAL PROCESS.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

- D. APPROVE GISD AGREEMENT – 21ST CENTURY (FOR-MAR)
Motion and support to approve an agreement with GISD for For-Mar Nature Preserve & Arboretum to provide nature-based education to 21st Century students.

ACTION TAKEN:

**Motion by Commissioner Washington
Supported by Commissioner Dickerson**

MOTION AND SUPPORT TO APPROVE AGREEMENT AND OBTAIN SIGNATURES FROM PRESIDENT AND SECRETARY.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

- E. TRAVEL REQUEST OVER 2,000 – REC TRAC 3.1 SYMPOSIUM
Motion and support to approve a travel expense for three Parks staff members to attend the Symposium in preparation for the migration to the web-based software program. The Rec Trac platform is used to track all reservations and sales, schedule classes and groups.

ACTION TAKEN:

**Motion by Commissioner Dickerson
Supported by Commissioner Lynch**

MOTION AND SUPPORT OF TRAVEL REQUEST OVER 2,000 AND REFER TO BOC APPROVAL PROCESS.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

F. TRAVEL REQUEST OVER 2,000 – PARK & RECREATION MAINTENANCE MANAGEMENT SCHOOL

Motion and support to approve a travel expense for three Parks staff members to attend the 2020 Park & Recreation Maintenance Management School. This is a comprehensive two-year professional development program.

ACTION TAKEN:

Motion by Commissioner Lynch

Supported by Commissioner Dickerson

MOTION AND SUPPORT OF TRAVEL REQUEST OVER 2,000 AND REFER TO BOC APPROVAL PROCESS.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

G. TRAVEL REQUEST OVER 2,000 – MPARKS CONFERENCE 2020

Motion and support to approve a travel expense for seven Parks staff members to attend the mParks Conference in Novi, Michigan.

ACTION TAKEN:

Motion by Commissioner Washington

Supported by Commissioner Dickerson

MOTION AND SUPPORT OF TRAVEL REQUEST OVER 2,000 AND REFER TO BOC APPROVAL PROCESS.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

H. EXPENSE OVER 10,000 – DUDE SOLUTIONS

Motion and support of an expense over 10,000 for the purchase of Asset Essentials operations software, subscription to Asset Essentials, AE Mapping, Capital Forecast and onsite training.

Martin: Does the software calculate and track depreciation?

Armentrout: Yes.

Martin: Capital improvements?

Armentrout: Yes, capital forecast is a component.

Henry: One year renewal?

Armentrout: It is an annual subscription.

Krapohl: Why is the renewal cost more than the initial expense?

Armentrout: The initial expense is prorated.

ACTION TAKEN:

Motion by Commissioner Martin

Supported by Commissioner Dickerson

MOTION AND SUPPORT OF EXPENSE OVER 10,000 AND REFER TO BOC APPROVAL PROCESS.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

I. APPROVE POSITION CHANGES

Motion and support of proposed position changes to establish and fill one Park Maintenance Manager and two Maintenance Worker II positions.

Martin: Work with HR to determine title of positions to avoid conflict of authority.

Henry: The whole action is to allow flexibility.

June: Yes.

ACTION TAKEN:

Motion by Commissioner Lynch

Supported by Commissioner Dickerson

MOTION AND SUPPORT OF PROPOSED POSITION CHANGES AND REFER TO BOC APPROVAL PROCESS.

ROLL CALL

YEAS: **Dickerson, Henry, Keeler, Krapohl, Lynch, Martin, Washington**

NAYS: **None**

ABSENT: **Nealy, Nolden, Wright**

MOTION CARRIED 7-0-3

J. REQUEST TO CHANGE LOCATION OF OCTOBER 24 PARKS COMMISSION MEETING

Motion and support to change the location of the October 24 Parks Commission meeting from Richfield County Park to the Parks Administration Office, William C Lucas II Conference Room, 5045 Stanley Rd, Flint, MI 48506.

ACTION TAKEN:

Motion by Commissioner Lynch

Supported by Commissioner Washington

MOTION AND SUPPORT TO CHANGE THE LOCATION OF THE OCTOBER 24 PARKS COMMISSION MEETING.

MOTION CARRIED – ALL AYES

K. IBT – VASSAR TO IRISH STATUS – INFORMATION ONLY

5. OLD/NEW BUSINESS

6. OPPORTUNITY FOR COMMISSIONERS TO ADDRESS THE COMMISSION.

Henry: Look into receiving the quarterly NRPA magazine.

Martin: Colors starting to pop throughout the area.

Keeler: Is the signage permanent at For-Mar?

June: We are reworking. The sign will be two-sided and moved.

7. ADJOURNMENT. Hearing no objections to adjournment, the meeting adjourned at 10:45AM.

I, Melissa Gagne, secretary of Genesee County Parks and Recreation Commission certify that the above is a true and correct transcript from the October 10, 2019 Parks and Recreation Commission regular meeting that was duly called and held in all respects in accordance with the laws of the State of MI and the by-laws of the company and that a quorum was present.

I further certify that the votes and resolutions of the commissioners of Genesee County Parks and Recreation Commission at the meeting are operative and in full force and effect and have not been annulled or modified by any vote or resolution passed or adopted by the board since that meeting.

Melissa Gagne, Secretary
Genesee County Parks and Recreation Commission
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