



# Tuscola County Parks & Recreation Commission

125 W. Lincoln Street

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Caro, MI 48723

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[www.tuscolacounty.org](http://www.tuscolacounty.org)

## MINUTES OF THE SEPTEMBER 15TH 2021 MEETING OF THE TUSCOLA COUNTY PARKS AND RECREATION COMMISSION

Wednesday, September 15, 2021 – 3:00 pm  
Commissioners' Board Room of the H.H. Purdy Building  
125 W Lincoln Street, Caro MI

**Roll call:** Terri Lynn Eden (Vice Chair), Steve Escott, Bob Mantey (Drain Commissioner), Julie Matuszak (Designated Road Commissioner), Robert McKay (Chairman), Gerald Peterson, Megan Rule, Kim Vaughan, (Tuscola County Board of Commissioners). and Planning Commission liason Cynthia Kapa or Lonnie Kester.

**Excused Absence(s):** – none --

**Call to order:** With quorum present consisting of Terri Eden, Steve Escott, Julie Matuszak, Robert McKay, and Lonnie Kester, the September 15th meeting of the Tuscola County Parks and Recreation Commission was called to order at 3:05 pm by Chairman McKay.

**Others present:** Mike Miller, Director of Tuscola County Buildings and Grounds Department

**Approval of agenda:** Approval of agenda moved by Eden, supported by Matuszak, and passed unanimously.

**Approval of minutes:** Approval of Minutes of July 21, 2021, meeting moved by Matuzak, supported by Escott, and passed unanimously. Note: there were no minutes for the August 18 meeting as that meeting was canceled for lack of a quorum.

**Public comments:** - none -

**Opening comments by the Chair:**

In order for members of the Tuscola County Parks and Recreation Commission to act prudently on matters pertaining to Vanderbilt County Park and Campgrounds, the Tuscola County Parks and Recreation Commission schedules at least one meeting per year at the Vanderbilt County Park and Campgrounds for the purpose of all member familiarizing themselves with the geography, layout, and facilities therein. That meeting was to be the August 18th meeting which had to be canceled for lack of a quorum present at the date and time of the meeting scheduled to take place at the Vanderbilt County Park and Campground.

**Review of correspondence(s) received, and/or relevant action(s) by the Tuscola County Board of Commissioners:**

– none --

**Correspondence and Communication:**

2021-07-22: Letter sent by Chairman McKay to Chairman Bardwell of Tuscola County Board of Commissioners informing the board of the Tuscola County Parks and Recreation Commission election of officers in which Robert W. McKay was elected Chairman and Terri Lynn Eden was elected Vice Chair. (Copy of signed letter attached).

**Media coverage & other items related to parks and recreation:**

– none –

**Reporting of outside meetings and/or other official activity:**

– none --

**Report from Task Force / Subcommittee on Preparation of Five Year Parks and Recreation Master Plan**

Report by Terri Lynn Eden

**Vanderbilt Special Revenue Account Status:**

September 2021 financial report attached as follows:

PERIOD ENDING 08/31/2021

GL NUMBER	DESCRIPTION	2021		YTD BALANCE 08/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
		AMENDED BUDGET				NORMAL	(ABNORMAL)	
Fund 208 - COUNTY PARKS & RECREATION								
Revenues								
Dept 000 - CONTROL								
208-000-643.100	VANDERBILT DUMP STATION	0.00		40.00	0.00		(40.00)	100.00
208-000-651.100	VANDERBILT PARK CAMPING FEES	12,000.00		17,790.00	1,919.00		(5,790.00)	148.25
208-000-652.000	VANDERBILT PARK- PARKING FEES	7,500.00		7,505.62	0.00		(5.62)	100.07
Total Dept 000 - CONTROL		19,500.00		25,335.62	1,919.00		(5,835.62)	129.93
TOTAL REVENUES		19,500.00		25,335.62	1,919.00		(5,835.62)	129.93
Expenditures								
Dept 000 - CONTROL								
208-000-707.000	PARKS COMMISSION PER DIEMS	1,600.00		1,960.00	200.00		(360.00)	122.50
208-000-715.000	F.I.C.A.	0.00		148.18	15.31		(148.18)	100.00
208-000-718.000	RETIREMENT	0.00		4.00	0.00		(4.00)	100.00
208-000-718.100	POB IN LIEU OF RETIREMENT	0.00		40.11	0.00		(40.11)	100.00
208-000-727.100	VANDERBILT PARK - SUPPLIES	1,000.00		484.58	0.00		515.42	48.46
208-000-801.100	CONT. SVCS VANDERBILT PARK	7,000.00		6,558.16	770.00		441.84	93.69
208-000-801.200	TREE TRIMMING/REMOVAL	1,500.00		850.00	850.00		650.00	56.67
208-000-861.000	TRAVEL	700.00		322.62	94.75		377.38	46.09
208-000-920.100	UTILITIES VANDERBILT PARK	6,500.00		5,020.70	1,314.05		1,479.30	77.24
208-000-936.100	GROUNDS CARE/MAINT VANDERBILT	1,500.00		1,028.63	0.00		471.37	68.58
Total Dept 000 - CONTROL		19,800.00		16,416.98	3,244.11		3,383.02	82.91
TOTAL EXPENDITURES		19,800.00		16,416.98	3,244.11		3,383.02	82.91
Fund 208 - COUNTY PARKS & RECREATION:								
TOTAL REVENUES		19,500.00		25,335.62	1,919.00		(5,835.62)	129.93
TOTAL EXPENDITURES		19,800.00		16,416.98	3,244.11		3,383.02	82.91
NET OF REVENUES & EXPENDITURES		(300.00)		8,918.64	(1,325.11)		(9,218.64)	2,972.88
BEG. FUND BALANCE		7,877.16		7,877.16				
END FUND BALANCE		7,577.16		16,795.80				

**Old Business**

-- none --

**New Business:**

- 1) Recommendation to Board of Commissioners to remove unused and abandoned pump house from Parcel "B" property.

Motion by Escott, supported by Kester, and passed unanimously that the Tuscola County Parks and Recreation Commission recommends to the Board of Commissioners that the unused pump house be removed from Parcel "B" and express support for budget line identified for that purpose as included in Buildings and Grounds budget.

- 2) Recommendation to Board of Commissioners to approve grant application to Tuscola County Community Fund.

Motion by Escott, supported by Kester, and passed unanimously that the Tuscola County Parks and Recreation Commission recommends to Board of Commissioners to approve grant application to Tuscola County Community Fund for up to \$25,000 for 80' x 40' gravel parking lot in The Parcels for use of canoe – kayak launching on Cass River and/or engineering study of canoe – kayak launch as basis for further fund-raising directed to that effort.

**Public Comments:** – none --.

**Adjournment:**

Moved by Escott, supported by Eden, passed unanimously. Meeting adjourned at 4:30 pm.

**Tuscola County Parks & Recreation Commission Mission Statement**

*The mission of the Tuscola County Parks & Recreation Commission is to advise the Tuscola County Board of Commissioners on matters of policy and practice pertaining to the encouragement, establishment, and provision of recreational opportunities for residents of, and visitors to, Tuscola County.*



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Robert W. McKay, Chairman

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Thursday, July 22, 2021

Thomas Bardwell, Chairman  
Tuscola County Board of Commissioners  
H.H. Purdy Building  
125 W. Lincoln Street  
Caro, MI 48723

Hello Chairman Bardwell,

This letter serves to inform you that at yesterday's July 21st meeting of the Tuscola County Parks and Recreation Commission, I was reelected by a unanimous vote to continue as Chairman.

Also by unanimous vote, Terri Lynn Eden was elected Vice Chair.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert W. McKay".

Robert W. McKay, Chairman

Tuscola County Parks and  
Recreation Commission

cc. Clayette Zechmeister

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