

DAVISON TOWNSHIP  
SPECIAL BOARD MEETING  
April 24, 2015

**MEMBERS PRESENT:** Supervisor Karen Miller, Clerk Cindy Shields, Treasurer Pat Miller, Trustees Matthew Karr and Tim Elkins

Building/Planning Administrator Randy Stewart

Building/Planning Administrative Assistant Charm Healy

Building/Planning Coordinator Jeremy Smith

Chief of Police Rick Freeman

Parks & Rec. Director Casey Reed

**OTHER PRESENT:** John Krueger, Jim Morey, Shawn Barrett, Diane Millington

**CALL TO ORDER**

The special meeting of the Davison Township Board of Trustees was called to order at 10:03 a.m. at the Davison Township Municipal Building, 1280 N. Irish Rd., Davison, MI 48423. The pledge of allegiance was recited.

**NEW BUSINESS**

**Approval of Parks & Rec. and Lake Callis logo's**

Karen explained that the logo for the sign needs to be approved today so that it can be ordered. It will take three weeks for the sign to be constructed.

There was discussion about using the Davison Township logo as part of the Parks & Rec. logo and the design of the sign.

**MOTION BY P. MILLER, SUPPORT BY SHIELDS** to approve the Lake Callis Recreational Complex logo design for the sign at the road. Motion carried unanimously.

**Approval of L.C.R.C. Hours of Operation**

Casey suggested the office hours are 9 a.m. to 5 p.m. and closed during lunch. She also suggested having a full time assistant to help with the planning and operation of the parks. The park hours will be from 9 a.m. to 9 p.m. seven days a week from Memorial Day to Labor Day, with the option of having special events earlier or later. The Splash Pad would be open from 11 a.m. to 7 p.m. with options of having special events earlier or later. Concession stand hours would be open from 10:30 a.m. to 7 p.m. in order to sell passes.

**MOTION BY SHIELDS, SUPPORT BY KARR** to approve the Hours of Operation as presented. Motion carried unanimously.

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SPECIAL BOARD MEETING  
April 24, 2015

**Approval of L.C.R.C. Staffing Requirements**

Casey suggested that a full time assistant would be better benefited with responsibilities that will be placed on this person. This person would be available for special events, office hours, scheduling and the knowledge of what is happening. It was suggested three full time people when the vision of the Lake Callis development was first presented. A schedule was presented to show how staffing would work.

There was discussion about a full time person getting benefits when two part time people would save money at this time. There was further discussion about what the park would bring in, the amount of responsibility the employees would have and the cost savings in the development.

**MOTION BY SHIELDS, SUPPORT BY ELKINS** to approve two part time employees at 29 hours per week at \$14 p/h per person for assisting the Parks & Rec. Director for 2015-2016 season. Motion carried unanimously.

**Approval to add Administration fee to agenda**

**MOTION BY K. MILLER, SUPPORT BY KARR** to add the Administration fee to the agenda. Motion carried unanimously.

**Approval to add Processing fee to the Fee Schedule**

**MOTION BY K. MILLER, SUPPORT BY SHIELDS** to add a \$25 Processing fee to the Fee Schedule. Motion carried unanimously.

**Approval of L.C.R.C. Park Rental fees**

Casey explained that she made some changes to the approved Lake Callis Recreation Complex Pavilion Rental fees. She stated that there should be a processing fee for cancellations because it will cost us the paperwork and employee time. There was discussion about the refund and amount of days to receive a refund.

**MOTION BY SHIELDS, SUPPORT BY KARR** to approve the L.C.R.C. Park Rental fees with amendments. Motion carried unanimously.

**Approval of L.C.R.C Entrance fees**

Casey proposed a per car fee for residents, non-residents and seniors, splash pad annual passes and family passes, instead of per person fee to enter the park. This will be easier to maintain sales and violators. There was discussion about research of residential area parks, and what qualifies as a senior.

**MOTION BY SHIELDS, SUPPORT BY K. MILLER** to approve the L.C.R.C. Entrance fees with amendments. Motion carried unanimously.

**Approval of L.C.R.C. Park Rules**

Casey suggested a few changes to the original rules to simplify the signs and safety reasons. There was discussion about allowing fishing in the lake. It was decided to wait for DNR specifications before fishing will be allowed.

DAVISON TOWNSHIP  
SPECIAL BOARD MEETING  
April 24, 2015

**MOTION BY ELKINS, SUPPORT BY P. MILLER** to approve the L.C.R.C. Park Rules as presented. Motion carried unanimously.

**Approval of Splash Pad Rules**

There were no changes to the Splash Pad Rules.

**MOTION BY P. MILLER, SUPPORT BY KARR** to approve the L.C.R.C. Splash Pad Rules as presented. Motion carried unanimously.

**Stocking Lake Callis discussion/approval**

Casey stated that a resident has offered to donate \$5000 to stock Lake Callis but with the earlier discussion we have decided to wait for DNR specifications before fishing will be allowed. She will contact the resident once we are contacted by DNR.

**Approval of Park Security Requirements**

Karen said that Casey and she met with D.M. Burr about the scheduling of the security personnel. Casey presented the board a schedule for security personnel for the 2015 season with the understanding that this is an open schedule by what is needed.

**MOTION BY SHIELDS, SUPPORT BY ELKINS** to approve the Park Security Requirements as presented. Motion carried unanimously.

**PUBLIC COMMENT**

The public comment period was opened at 12:09 p.m. There was no public comment and the public comment period was closed at 12:09 p.m.

**ADJOURNMENT**

The meeting was adjourned at 12:10 p.m.

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Cindy K. Shields, Clerk