

**Parks Commission
October 8, 2015
Municipal Office, Conference Room B
5:30 p.m**

Minutes (all members present, including Norm)

- Finance Review

TOTAL EXPENSES	131,626
Total Revenue	-193727
Difference	-62,100

- Expense Report – Denise asked Norm questions about benefit cost, that were answered
- Revenue Report – need to get details from Finance Director to start to analyze season pass sales vs. day pass sales
- Gatehouse Data Report – PC voted (5-1 to continue to keep all the data collected) We will get the opinion of the gate attendants to find out how much time is used to collect the information. Are there better ways to collect the information. Will there be any issues collecting the information while remaining in the gatehouse. How can we use this information?
- Budget timeline and anything changing
 - Add more employees

New Gate House

- Mark will be involved
- Intent is to make employees safer. Gatekeeper needs to be able to stay inside during shift.
 - Requires teller style drawer
- Council will need to come up with the money somehow.
- Cost is expected to go through CIP – does it qualify?
- Capital Improvement – buildings, equip >\$25K and lifespan >5yrs
- Capital Holdings – replacement of assets >\$25K and lifespan >5yrs
- Capital Reserve – future replacement for maintenance, repair, rehab of asset \$5K-25K and lifespan <5yrs
- No design set yet. Still exploring options. Norm was given the task to come up with something right away. He found a website, ordered a catalog, and picked his favorite design. He will get a quote for concrete vs aluminum and keep PC in the loop. Features include: internet, electricity, security

Pier boards – new boards are ordered through new company. All current boards will be replaced with new boards over time.

Pavillion Reservations (ex. Weddings) during off season – park is closed. There is no opinion to use it during the off season. Any entrance is subject to existing "park closed regulations".

Review parking at Seapoint Beach. Are there unmarked spots in between no parking signs