

COBB-HIGHLAND RECREATION COMMISSION

Minutes from September 13th, 2023

MEMBERS PRESENT: Al Kosharek, Bret Barr, Laura Anderson, Tom Jenks, John Kreul, Dan Baker, Mary Foley, and Gail Richgels

MEMBERS ABSENT: Al Linscheid

ALSO PRESENT: Tom Michek, Park Manager
Morgan Shemak, Assistant Park Manager
Darrell Kreul, Don Leix and Lisa Riley (arrived at 6:35 p.m.)

Meeting notice was legally posted.

Meeting was called to order by Al Kosharek at 6:30pm

Public Input – It was brought up that the “high numbers” bathrooms are needing to be redone. The stall doors are in bad shape and the sidewalk out front needs to be fixed.

There have been complaints about the sealcoating in the boat landing and beach parking lots that people are “tracking tar” onto their boats.

Review and Approve Minutes – Minutes from the August 2023 meeting were reviewed. A motion was made by Laura Anderson, seconded by Dan Baker to approve the meeting minutes. Motion carried by unanimous vote.

Treasurer’s Report - The Treasurer’s report for August 2023 was presented. A motion was made by Mary Foley, seconded by Laura Anderson, to table the treasurer’s reports until the October meeting when we have the final numbers entered for August. Motion carried by unanimous vote.

Maintenance/Equipment

- Discussion regarding the beach shower house condition/remodel. The walls will need to be stripped to the studs and treated. Looking at installing a rubber membrane and putting epoxy on the floors right up to the barrier. Also looking at better ventilation for the shower. The floor drain in the shower currently does not drain and installing a 12” drain would help, along with a return air and exhaust fan. Pat Benish will draw up plans and it will be put out for bids. The project may be done as a fall/spring project.
- Discuss “Ownership”/Financial Signing – With the reservation system changing over to CampLife, a new credit card processor will be used through CampLifePay. Currently, we use Clover for credit card processing and will be changing over to CampLifePay with the new online camping reservation system. Since the Commission is the “Owner” and not an individual person, it is required that someone provide a personal Social Security number and sign as the “Owner”, due to federal regulation Patriot Act Section 326 which requires this process. It is used to verify and protect identities, following the events of September 11, 2001. With taking reservations into the future, we will be using advanced services with the credit card processor. In a rare instance, if we went out of business, there is individual liability/responsibility for that if a guest was to go through the chargeback process. To move forward with keeping things ready to be able to launch the new software by January 1st, someone has to sign as owner. It was stated that bondage does not cover this. Discussion if a written agreement could be done that if something went wrong, Blackhawk Lake would cover the individual by creating/using a contingency fund. It was suggested to contact an Attorney and the insurance representative to see how to move forward, without putting any one individual at risk. Tom Michek stated to keep the project going, he would sign as Owner.
- Discuss CampLife Fees/Expenditures – Discussed current fee structure and if increases were needed in any area. With the new online system, there will be an addition of \$3.00/reservation implemented for online reservations only.
- 2024 Rates - The Commission was reminded of the improvements and upgrades made to the cabins. A motion was made by Laura Anderson, and seconded by Gail Richgels, to increase the rates of 6 person Cabins #1, #2, #4 & #5 to \$75.00 and online reservation fee to \$10.00. Motion carried by unanimous vote.

- Tom Michek reported the beach wall will be re-bid. Other maintenance upgrades needed include the blue 10-person pontoon (needed more than the gray one) with vinyl linoleum floor replacement, new railing system (approximately \$2,300), and seat repairs (\$7,000+).

Other Information

- It was discussed that we should switch rates every year but go back and forth between categories. We could increase camping one year, cabins the next year, boats the next year, etc.

Next Meeting Date –The next meeting date will be October 11th 2023 at 6:30pm

Adjournment - A motion was made by Dan Baker, seconded by Tom Jenks, to adjourn the meeting. The motion carried and the meeting adjourned at 7:50 pm.

X

Commission Secretary

X

Commission Clerk