

**Dover Parks and Recreation Commission
Meeting of September 14, 2011
Minutes**

P&R Commissioners In Attendance: Chris Boland, Rich Oasis, Scott Seidman, Nancy Simms
P&R Employees In Attendance: Dave MacTavish, Jess Cooney
Others In Attendance: Jim Dawley (BOS), Andy Waugh (WC), James Stuart (WC), Jim Powers (Citizen)

The meeting was called to order at 7:40am.

Prior Meeting Minutes

Minutes from prior meetings will be reviewed at the next monthly meeting.

Revolving Fund

Documents to support the revolving fund accounts were presented for discussion. Top level analysis was reviewed for each revolving fund account to gain an understanding of the economics of each program account and to determine the total amount of revolving fund monies available for disbursement for FY2011.

Total funds available were calculated to be \$77,618.24.

The projects presented for consideration were:

Caryl Community Center Improvements	\$15,000.00
(Paint hallways - \$11,900; Office furniture - \$3,000)	
Part-Time Staff	\$15,265.00
(\$15.45 per hour x 19 hrs a wk x 52 wks)	
Registration Software	\$4,000.00
Backstop & Wings at C1 field	\$10,000.00
Lightning Structure at Caryl Park	\$ 13,000.00
(Renovate, Replace, Enhance playing field line item)	
Purge Irrigation Wells & Clean Tank	\$8,000.00
 Sum Total proposed to allocate:	 \$65,265.00

Caryl Community Center Improvements – The most recent cost estimate for the replacement of the office furniture was reported to be \$10,000 rather than \$3,000. Scott stated that CMAC has asked P&R for its wish list of capital budget request items and these two expenses should really be a part of that list. It was agreed that these improvements should be included in CMAC’s capital budget request.

Part-Time Staff - Discussion was deferred.

Registration Software – Unanimous agreement on funding this item. It includes fees associated with online registration plus annual maintenance costs.

Backstop & Wings at C1 field – Scott pointed out that the \$8,730 in the revolving fund baseball account was being reserved for this exact project. It was agreed that the \$10,000 proposed cost be reduced to \$2,000. Further discussion was deferred.

Lightning Structure at Caryl Park – Discussion was deferred.

Purge Irrigation Wells & Clean Tank – Discussion was deferred.

It was agreed that an additional meeting was necessary to conclude discussion of the revolving fund year end disbursements. Next meeting will be next Wednesday, September 21, 2011. The only item on the agenda will be the Revolving Fund.

Next Meetings

September 21, 2011 – Continue Revolving Fund discussion

October 12, 2011 – Monthly Meeting

The meeting was adjourned at 9:00am.

Respectfully submitted,
Nancy Simms, P&R Commissioner