

MINUTES OF THE MEETING OF THE PARK COMMISSION OF THURSDAY, MARCH 24, 2011

Present were Chairman Thomas Frizzell, Commissioners Billy Anderson, Harold Marrow, Superintendent John J. Dorgan Jr., Robert Bernier General Foreman, Robert King, George Churchill and Bill Carpenter.

The meeting began at 7:00PM.

MINUTES: The minutes of the December 9, 2010 meeting were approved as written.

LUNCH ROOM CONTRACT:

Mr. Dorgan explained that the bids for the lunch room was advertised and no one bid the first time. They are now out on a rebid and that four people have taken out the Request for Proposal. The bids are due by April 15, 2011. The Commission will have to meet as soon as possible after the April 15 due date to review the proposals

GOLF COURSE RATES:

The Commission reviewed the current rates for the golf course which have been in effect since 2008. After a brief discussion the Commission voted to approve the new rates recommended by the Golf Professional. See Attached Exhibit A-2011.

JOB DESCRIPTION FOR SUPT. OF PARKS AND RECREATION:

The Commission reviewed the proposed job description for the position of Superintendent of Parks and Recreation. Under the section of Duties the Commissioners added the Cemetery Department as part of the Superintendents' responsibilities which should be further explained. Under Work Environment the Commissioners voted to remove the last sentence completely. Under Minimum Qualifications the Commission inserted the word preferred after the Bachelor's Degree in Recreation, Leisure Services, Park Facilities Management, or related field. The Commission also wanted to make sure that the residency requirements be addressed.

REPORT OF SUPERINTENDENT:

Mr. Dorgan told the Commission that he will be retiring on April 8, 2011 after 37 years working for the City, 31 years in the Park Department and 6 years as Superintendent of Buildings. Mr. Dorgan thanked the Commissioners for their support and their dedication to the Park system.

Having no further business the meeting adjourned at 8:05 P.M.

Respectfully submitted,

John J. Dorgan, Jr.
Superintendent