

## **Ruakaka Reserve Board Planning Meeting Notes** – Sunday 23 March 2025

**Apologies:** Meryl Carter

### **Finance**

Term deposit suggestion

- \$50,000 for 3-month term
- \$50,000 for 6-month term

The board agreed for Janette to proceed with this, to be minute at next board meeting

### **Costings for known spend** (approximately) – GST inclusive

- |                                     |                  |
|-------------------------------------|------------------|
| • Insurance – annual package        | \$40,000         |
| • Camp 4 hot water tank replacement | \$20,000         |
| • Staff house R&M                   | \$40,000         |
| • Implement shed replacement        | \$35,000         |
|                                     | <b>\$135,000</b> |

### **Implement shed replacement**

- WDC consent required, get an engineered design from a company that has one
- Liability for insurance – so need consent
- Try – Buildlink, Harley Addy
- Drawings and quotes, supply engineered drawings for next Board meeting.
- Get a Building Consent opinion from WDC

### **Staff house r&m**

- Ron Scholten is interested in giving quotes to do the work
- Budget \$40,000 completed
- Quote/s for interior painting, carpet, bathroom upgrade, deck cover
- Staff to help when required

### **Ramp at end of seawall**

The board would like to get Alaister (Doug the digger) to do these tasks

- Raise the concrete higher up the ramp – above high tide mark to stop the dirt washing back into the sea
- The seawall edge on the right-hand side of the ramp looking down, tidying it up to prevent it being damaged by the sea

### **Camp 4 site 13 bank**

- Place rocks against the hole in the bank, then place logs (that are in the helicopter pad), against the rocks in hole area, lodge holding poles into the ground to hold the logs in place, then add rocks against the logs so the sea washes against the rocks
- \$5000 to spend on this job?

### Seawall maintenance

- Push sand up against the seawall with the tractor on a regular basis to assist in preventing the seawall being damaged more

### Playground maintenance

- John Quayle checked to see if the items on the playground had been fixed since he last discussed this with the board, before he advised the camper that raised concerns about them, they were now fixed or replaced. Anne-Marie would double-check with staff, but had been advised that it had been completed

### Painting internal walls in the small blocks

- Rats men walls to be painted
- Rex, Whitby & Park walls to be painted

Staff are planning to get the majority of these, if not all, painted over this winter period

### Hall

- Replace old windows but keep the original look (funding?)
- Replace spouting with plastic spouting
- Needs a good wash
- Double door locking system needs attention

### Wifi

- End of Camp 2 and camp 3 area, the wifi is not good. Anne-Marie will get IKS (the provider) to check out what we need to do to improve this. Possibly we will need a couple more repeaters.

### Insurance claim for sewer pump break down

- How much is our insurance premium for the year and how much will a claim affect it. Is it worth it?

### Kiwicash

- Cost to purchase the kiwicash boxes
- Cost to install the boxes and setup – individually – Camp 2, Camp 5
- Per shower cost – Kiwicash vs token boxes & tokens

Board would like these for next board meeting – April 2025

### Naming of the buildings

The board and staff agreed on names for each block. Signage will be done and displayed over the winter month. The new names will be added to the camp maps when we do the next print, which will be before this coming summer.

Suggestion to let Marion at Bream Bay news know about our building new names – possibly an article??

### Anne-Marie's request on the 2025 Project Ideas

- Internal toilet partition upgrades – Camp 4 & Camp 5 to be done August/September 2025
- Internal floors recovered/repainted – Camp 4 bathroom floors, (Rex block???)
- Kiwicash shower timers – Camp 5, (Camp 2???)

### Suggestions/Ideas

- Plant more protection and shade on banks, good shade trees (including native)
- Plant flax on bank opposite Camp 3/5 to help stabilize it, prevent kids climbing down it
- Hall toilets (rainbow) – paint green for those who prefer not to use blue or pink toilets
- Playground shade cover poles – put spikes on them to stop kids climbing up onto shadesail
- Top steps on stairs by the bench seat in Camp 3, pack with dirt to make it more even around the tree roots that are now above the ground
- Fake camera boxes with signage stating under video surveillance – e.g. Bream Bay drive entrance, Camp 4 area, Camp 2 area, Camp 3 Point by steps
- Camp map information – add ***“While we take precaution to ensure the safety of your property, please be advised that its security and protection remains your responsibility and are at your own risk”***
- Bench seats hanging off the wall in ladies & mens shower rooms – Camp 2, Camp 5
- Camp 2 ladies & mens shower rooms – remove the ledge under the mirrors
- Ladies shower rooms – rubbish bin hanging on the wall inside the bathroom
- Toilet doors – hooks on the back of the doors so campers can hang bathroom stuff on them when they go for a shower
- Road signs – need washing, little sign pointing onto beach road needs lifting? and foliage needs cleaning up around post so signs can be seen

### Site fee Rates

- **Rate Comparison** - Staff to compare our rates with Mangawhai Heads, Riverside Holiday Park, Uretiti, Camp Waipu, Whangarei Top 10 – Summer, winter, spring, autumn
- **Rates** - Board would like to be sent our different rates – Summer, winter, spring, autumn – email please
- **Website wording** – change wording to say, “Cabins from”, “Sites from” to highlight to customers that there are different rates

### Signage

- Speed
- No dogs/animals
- New building names
- No bike riding dates to be added to the signage donated to us
- Brown road sign on SH1 indicating we are here – *need to check with NZTA about these*

## Survey results discussion

### Improvements

#### **1. Bathrooms & Shower facilities need upgrading & more frequent cleaning**

- Complaints about unclean or outdated bathrooms, especially in certain blocks
- Urinals edges need frequent cleaning. Urinal bio-cleaner needs updating  
**Peak Summer Period** – 1. Someone (Violet?) needs to check the blocks are at our standard of cleaning when completed, then sign off. 2. Signage boards stating the time the block was cleaned. 3. A second quick clean late afternoon.
- Issues with moldy showers, broken locks, and missing hand soap
- Moldy showers and hand soap are covered under the complaint's suggestions. Broken locks – staff need to repair these and then be checking them on a regular basis
- Some guests found the paid shower system confusing or inconvenient  
Board wish to continue with paid showers for several reasons – they help save water, they prevent people off the beach/estuary using them, they stop freedom campers walking in to use them

#### **2. Security & Safety concerns**

Fake security cameras installed in different locations with signage stating under surveillance, add more outdoor lighting

#### **3. Better Communication on Services & events**

Use of Facebook, sms texts and newsletters to be used more for events and communication

#### **4. More shade, wind protection & seating areas**

Shade and wind protection are continuous each year in our planning & development

#### **5. Kitchen & dishwashing facilities need expansion & improvement**

Dishracks, dishwashing liquid, brushes are already being sourced by staff. The board felt that there were adequate sinks in the kitchens now

### Future Projects to be added

- Family shower room added to each main amenity block
- Water catchment off main blocks for toilets, will need a pump

### Budget – add to future

- Seawall maintenance - \$10,000 each financial year