

AGENDA
REGULAR PARKS & RECREATION
MEETING November 2, 2017, 7:00 PM
Government Center, 315 Bridge St., Elk Rapids

- 1) CALL TO ORDER
- 2) APPROVAL OF MINUTES
 - a. Regular Meeting – October 5, 2017
- 3) CITIZEN COMMENTS

Any citizen who wishes to address the Parks & Recreation Commission on a matter not listed on this agenda may speak at this time. Persons addressing the Commission may state their name, address, and, if applicable, their affiliation. The Chair should recognize the citizen before they speak. A five-minute limitation applies unless extended by the Chair. Citizens wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before the Commission.
- 4) UNFINISHED BUSINESS
 - a. 5-year Community Rec Plan - Elizabeth Calcutt
 - b. Community Trail - update
 - c. Paddle Antrim grant (awaiting P.A. sign production)
 - d. Commission Training - scheduled for January
 - e. Basketball Rims - update
 - f. Resurfacing of courts – update
 - g. Dam Beach Management Plan (pending approval)
 - h. Dam Beach Condition update (Guntzviller)
 - i. Budget
- 5) NEW BUSINESS
 - a. 2018 Budget worksheet
 - b. Grills in park
- 6) CORRESPONDENCE
- 7) REPORTS
 - a. Council Liaison (Melissa West)
 - b. Other Members
- 8) NEXT MEETING – December 7, 2017, at 7pm
- 9) ADJOURNMENT

PUBLIC NOTICE ANNOUNCEMENT - COMPLIANCE WITH ADA MEETINGS

The Village of Elk Rapids shall provide reasonable auxiliary aids and services, such as signers for the hearing impaired and individuals with disabilities at meetings/hearings upon five (5) days' notice to the Village. Individuals requiring auxiliary aids or services should contact the Village of Elk Rapids by writing or calling ADA Coordinator William Cooper / PO Box 398, 315 Bridge St., Elk Rapids, MI 49629 / (231) 264-9274

With seven days advance notice, accommodations can be made for persons with disabilities and/or limited English speaking ability, and persons needing auxiliary aids of services of interpreters, signers, readers or large print.

Con siete días de anticipación, el alojamiento se pueden hacer las personas con discapacidad y / o capacidad limitada de habla Inglés, y las personas que necesitan ayudas auxiliares de servicios de intérpretes, los firmantes, lectores o en letra grande.

Với bảy ngày thông báo trước, phòng có thể được thực hiện cho người khuyết tật và / hoặc hạn chế khả năng nói tiếng Anh, và những người cần hỗ trợ các dịch vụ phụ trợ của thông dịch viên, những người ký tên, người đọc hoặc in lớn.

Nrog xya hnuv ua ntej daim ntawv ceeb toom, kev kho kom haum yuav ua rau cov neeg muaj kev tsis taus thiab / los yog tsis tau lus Askiv hais lus muaj peev xwm, thiab cov neeg hu ua deductible lwm yam kev pab ntawm cov kev pab cuam ntawm cov neeg txhais lus, signers, txawj nyeem ntawv los yog sau loj loj.

與7天前通知，住宿可以為殘疾人和/或有限的英語口語能力，並需要口譯，簽名，讀者或大型印刷服務的輔助器材的人的人進行。

وفتيد نرجعت مدين صت خمه غل بارفش ال ادين ئارق، اوعم ووج ارعش اقب س من ع ب س ام يا، كن م ي ير
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October Park and Rec Minutes

DRAFT

October 5, 2017 at 7:00 PM

CALL TO ORDER – Dake calls the meeting to order at 7:00 pm.

ATTENDANCE: James Dake, Beth Guntzviller, Jodi Poikey, Michael Conrad, Gordon Stewart & Kolleen Thomas.

ABSENT & EXCUSED: Melissa West

Dake chairs the meeting.

APPROVAL OF MINUTES

Guntzviller makes a motion to approve the Sept. 7, 2017 minutes, seconded by Thomas. All in favor.

CITIZEN COMMENTS: Dan Hess regarding the tennis courts in Memorial Park. He suggested adding repairs for the three tennis courts to the 2018 budget. He provided the committee with a list of signatures from people who support the repairs. He suggested that the tennis club would be willing to make contributions to the repairs if the contribution could be tax deductible.

Poikey made a motion to address the New Business before the Old Business. Guntzviller seconded. All in favor.

NEW BUSINESS –

- a) 5-year Community Rec Plan Goals and Objectives – Elizabeth Calcutt, Networks Northwest – Committee reviewed Chapter 4 Recreation Goals. Suggestions and changes were discussed. Next step is to review the revised draft at Nov. 2nd meeting. Working towards holding a public hearing at December meeting. Plan needs approval by January 2018.

UNFINISHED BUSINESS:

- a) Community Trail – Conrad – working towards raising funds to finish preliminary design and looking for crowd funding opportunities.
- b) Paddle Antrim Grant – no update.
- c) Commission Training – scheduled for January.
- d) Basketball Rims – no update.
- e) Resurfacing of courts update – Conrad – provided committee with quotes from Hentco Tennis Court Specialist. Looking into getting 2nd quote from another company. Conrad made a motion to pass quotes onto Village Council to review. Thomas 2nd the motion. All in favor.
- f) Dam Beach Condition update – Guntzviller – beach looks good now, but changes constantly. Committee will continue to check on condition and consider raking beach if deemed necessary.
- g) Budget – Keep as agenda item for future discussion. Discussion of spending budgeted funds by March 2018. Discussion of possibility of rollover funds for the budget 2018.

CORRESPONDENCE - None

REPORTS

- a. Council Liaison –none – West absent and excused.
- b. Other Members - none.

NEXT MEETING – November 2, 2017 at 7pm.

ADJOURNMENT – Stewart motioned to adjourn meeting, seconded by Conrad. All in favor.

Meeting adjourned at 8:20 pm.

PERIOD ENDING 11/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	821,000.00	825,624.67	0.00	(4,624.67)	100.56
101-000-404-000	TAXES/PERSONAL	50,000.00	29,220.04	0.00	20,779.96	58.44
101-000-410-000	PAYMENT/IN/LIEU/OF/TAXES	3,500.00	2,597.96	0.00	902.04	74.23
101-000-451-000	PERMITS & LICENSES	4,000.00	3,270.00	0.00	730.00	81.75
101-000-487-000	TRAILER TAX FEE	300.00	467.50	0.00	(167.50)	155.83
101-000-572-000	STATE/FUNDING/POLICE/TRAINING	800.00	428.25	0.00	371.75	53.53
101-000-573-700	TREE GRANT-CONSUMERS/DTE	0.00	2,400.00	0.00	(2,400.00)	100.00
101-000-576-000	LIQUOR LICENSE TAX	4,500.00	4,319.15	0.00	180.85	95.98
101-000-577-000	STATE SALES/TAX CONST/STATUTOR	7,900.00	4,000.00	0.00	3,900.00	50.63
101-000-577-200	CONSTITUTIONAL SALES TAX	110,000.00	66,132.00	0.00	43,868.00	60.12
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	12,900.00	13,351.11	0.00	(451.11)	103.50
101-000-620-000	REAL PROPERTY PENALTY CHARGED	1,000.00	439.27	0.00	560.73	43.93
101-000-627-000	COPIER FEES	250.00	166.50	0.00	83.50	66.60
101-000-628-000	MEETING ROOM FEES	100.00	300.00	0.00	(200.00)	300.00
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	2,000.00	1,395.00	0.00	605.00	69.75
101-000-661-000	COUNTY APPEARANCE TICKETS	2,500.00	1,668.41	0.00	831.59	66.74
101-000-672-000	INTEREST	500.00	391.17	0.00	108.83	78.23
101-000-673-000	FROM/HARBOR/594/POLICE WAGES	15,000.00	0.00	0.00	15,000.00	0.00
101-000-676-000	FROM/202/203/228/590/594/595/661/ADMIN	18,800.00	0.00	0.00	18,800.00	0.00
101-000-677-100	FROM/GEN CAP/401/SIDEWALK PROJECTS	25,000.00	0.00	0.00	25,000.00	0.00
101-000-677-150	FROM/WATER OP/595/TOWER LEASE	15,000.00	0.00	0.00	15,000.00	0.00
101-000-677-200	FROM/HARBOR/594/TART TRAIL	5,000.00	0.00	0.00	5,000.00	0.00
101-000-678-000	FROM/BLDG OP/296/DPW WAGES	3,000.00	0.00	0.00	3,000.00	0.00
101-000-688-000	FROM/DDA/791/ATTACHMENT 16	6,000.00	0.00	0.00	6,000.00	0.00
101-000-690-000	FROM/DDA/791/ADMIN	1,000.00	0.00	0.00	1,000.00	0.00
101-000-692-100	GREEN ER DAYS CONTRIBUTION	1,000.00	1,052.35	0.00	(52.35)	105.24
101-000-693-100	INSURANCE REFUND	5,000.00	4,532.00	0.00	468.00	90.64
101-000-693-200	BENCH/TABLE/DONATION	0.00	2,400.00	0.00	(2,400.00)	100.00
101-000-693-550	BEAUTIFICATION	1,000.00	(394.00)	0.00	1,394.00	(39.40)
101-000-694-000	MISCELLANEOUS	500.00	1,639.77	0.00	(1,139.77)	327.95
101-000-696-200	PBT - POLICE REVENUE	1,250.00	640.00	0.00	610.00	51.20
101-000-699-000	PRIOR YR/ENDING CASH BALANCE	373,071.08	0.00	0.00	373,071.08	0.00
Total Dept 000		1,491,871.08	966,041.15	0.00	525,829.93	64.75
TOTAL REVENUES		1,491,871.08	966,041.15	0.00	525,829.93	64.75
Expenditures						
Dept 694-PARKS & RECREATION						
101-694-757-000	SUPPLIES	350.00	0.00	0.00	350.00	0.00
101-694-759-100	RECREATION MASTER PLAN	3,000.00	0.00	0.00	3,000.00	0.00
101-694-818-000	CONTRACTUAL/PROF.SVCS.	2,000.00	0.00	0.00	2,000.00	0.00
101-694-864-000	TRAINING/CONFERENCES	500.00	0.00	0.00	500.00	0.00
101-694-880-000	COMMUNITY PROMOTION	500.00	0.00	0.00	500.00	0.00
101-694-956-000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
101-694-970-000	CAPITAL OUTLAY	3,000.00	0.00	0.00	3,000.00	0.00
101-694-970-350	TART TRAILS PROJECT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 694-PARKS & RECREATION		14,550.00	0.00	0.00	14,550.00	0.00
TOTAL EXPENDITURES		14,550.00	0.00	0.00	14,550.00	0.00

PERIOD ENDING 11/30/2017

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Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	1,491,871.08	966,041.15	0.00	525,829.93	64.75
	TOTAL EXPENDITURES	14,550.00	0.00	0.00	14,550.00	0.00
	NET OF REVENUES & EXPENDITURES	1,477,321.08	966,041.15	0.00	511,279.93	65.39

PERIOD ENDING 11/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 11/30/2017	ACTIVITY FOR MONTH 11/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 401 - GENERAL CAPITAL FUND						
Revenues						
Dept 000						
401-000-487-100	METRO FEE	8,000.00	7,967.28	0.00	32.72	99.59
401-000-488-000	CABLE FRANCHISE FEES	25,000.00	19,772.02	0.00	5,227.98	79.09
401-000-672-000	INTEREST	0.00	288.21	0.00	(288.21)	100.00
401-000-676-000	SIDEWALK REIMBURSEMENT	8,500.00	0.00	0.00	8,500.00	0.00
401-000-680-050	S.A. 2011-1 PRINCIPAL	550.00	227.89	0.00	322.11	41.43
401-000-680-100	S.A. 2011-1 INTEREST	75.00	0.00	0.00	75.00	0.00
401-000-681-000	S.A. 2011-2 PRINCIPAL	700.00	689.26	0.00	10.74	98.47
401-000-681-100	S.A. 2011-2 INTEREST	100.00	0.00	0.00	100.00	0.00
401-000-691-104	FROM/GEN/101/POLICE VEHICLE	12,000.00	0.00	0.00	12,000.00	0.00
401-000-698-300	LAND LEASE-SPEEDWAY	12,000.00	14,700.00	0.00	(2,700.00)	122.50
401-000-699-000	PRIOR YR/ENDING CASH BALANCE	212,756.34	0.00	0.00	212,756.34	0.00
Total Dept 000		279,681.34	43,644.66	0.00	236,036.68	15.61
TOTAL REVENUES		279,681.34	43,644.66	0.00	236,036.68	15.61
Expenditures						
Dept 958-CAPITAL FUND EXPENSES						
401-958-802-000	ENGINEER SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
401-958-971-000	SIDEWALK CONST/REPAIR/REMOVAL	75,000.00	0.00	0.00	75,000.00	0.00
401-958-972-200	SECURITY CAMERAS	2,500.00	0.00	0.00	2,500.00	0.00
401-958-973-300	BASKETBALL COURTS	2,500.00	0.00	0.00	2,500.00	0.00
401-958-975-100	TENNIS COURT RECONST/REPAIR	2,500.00	0.00	0.00	2,500.00	0.00
401-958-978-801	POLICE DEPT EMERGENCY GENERATOR	20,000.00	0.00	0.00	20,000.00	0.00
401-958-978-802	DAM BEACH BATHROOM	100,000.00	0.00	0.00	100,000.00	0.00
401-958-978-803	TO/GEN/101/SIDEWALK PROJECTS	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 958-CAPITAL FUND EXPENSES		228,500.00	0.00	0.00	228,500.00	0.00
TOTAL EXPENDITURES		228,500.00	0.00	0.00	228,500.00	0.00
Fund 401 - GENERAL CAPITAL FUND:						
TOTAL REVENUES		279,681.34	43,644.66	0.00	236,036.68	15.61
TOTAL EXPENDITURES		228,500.00	0.00	0.00	228,500.00	0.00
NET OF REVENUES & EXPENDITURES		51,181.34	43,644.66	0.00	7,536.68	85.27
TOTAL REVENUES - ALL FUNDS		1,771,552.42	1,009,685.81	0.00	761,866.61	56.99
TOTAL EXPENDITURES - ALL FUNDS		243,050.00	0.00	0.00	243,050.00	0.00
NET OF REVENUES & EXPENDITURES		1,528,502.42	1,009,685.81	0.00	518,816.61	66.06