

AGENDA
REGULAR PARKS & RECREATION MEETING July 6, 2017,
7:00 PM (6:30pm at Rotary Park)
Government Center, 315 Bridge St., Elk Rapids

6:30pm - Walk through of Rotary Park and Old Bathing Beach

1) CALL TO ORDER

2) APPROVAL OF MINUTES

a. Regular Meeting – June 1, 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) OLD BUSINESS

- a. Tart Trail Update
- b. Paddle Antrim grant
- c. Staff training project update
- d. Basketball Rims Project
- e. Resurfacing of courts update

5) NEW BUSINESS

- a. Park walk-through discussion
- b. Chapter 1 - 5 yr. Rec Plan

6) CORRESPONDENCE

7) REPORTS

- a. Village Council
- b. Other Members

8) NEXT MEETING – September 7, 2017, at 7pm

9) ADJOURNMENT

PUBLIC NOTICE ANNOUNCEMENT VILLAGE OF ELK RAPIDS
NOTICE OF COMPLIANCE WITH THE ADA AT PUBLIC 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 (5) days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village of Elk Rapids by writing or calling the following:

William Cooper, ADA Coordinator, 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 or 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。

فقال طب. عم دوجو راعشا قبسم نم ةعبس مايا, نكمي ريفوت ني مجرتم, ني صتخم ةغلب ةراشال, ني عراق, وا فورح ةريبك مجحل ايوذل تاجايت حال ةصاخلا, ءالؤهو ني ذلال نوملكتي ةغللا ةيزيلجنال

June Park and Rec Minutes

DRAFT

June 1, 2017 at 7:00 PM

CALL TO ORDER – Guntzviller calls the meeting to order at 7:05 pm.

ATTENDANCE: Melissa West, Beth Guntzviller, Jodi Poikey, Gordon Stewart, Kolleen Thomas, Michael Conrad, and Caroline Kennedy as Village Staff.

ABSENT & EXCUSED: James Dake

Guntzviller chairs the meeting.

APPROVAL OF MINUTES

Stewart makes a motion to approve the May 4, 2017 minutes, seconded by Thomas. All in favor.

Citizen Comments: Pat Stites – Chair of Beautification Committee informed the committee that Saturday, June 17th from 8:30- 1pm, 50 trees are being planted throughout the Village and they are looking for volunteers.

Susan Hawkins and Cathy Walley from the Strategic Planning Committee for the ER Library asked the committee to fill out the survey on their website as they are looking for input from community members and committees.

OLD BUSINESS:

- a) TART Trail Update – Conrad – no updates at this time.
- b) Dam Beach Management Plan – Kennedy – Dake has final edits and is expected to be completed soon.
- c) Dam Beach Restroom – Kennedy – applied for 2 grants – waiting to hear back.

- d) DPW updates – Caroline – Repairs have been made – Caroline suggested that we plan to include future funds needed to resurface the courts in Memorial Park in next year's budget. Guntzviller suggested that the DPW take the extra sand by the tennis courts and put by the play structure as there is still cement showing. Committee discussed the possibility of putting a walkway by the Library. The committee assigned Guntzviller to look at area and report back to the committee.
- e) Paddle Antrim Grant – Kennedy – committee received approval from Paddle Antrim to allow a change in the usage of grant money. Letter from Paddle Antrim is coming.
- f) 5 year Rec Plan – Kennedy - Network North prepared a rough draft of survey. Committee should have updated draft and suggested all Parks & Recs Committee members go to ER Village website and read and review the current 5 year rec plan prior to the July 6th meeting. Committee will plan to review and work on 5 year rec plan at the July 6th meeting.

NEW BUSINESS –

- a. Staff Training Update – Caroline & Conrad – June 12th – 16th Conrad has volunteers to help with various activity in parks.
- b. Basketball Rims Project – no update at this time.
- c. Resurfacing of courts – Kennedy – suggested putting funds in next year's budget.
- d. Mural for pump building – no decisions at this time. DPW is scheduled to paint the pump building brown this summer.
- e. Volunteers to paint tennis backboards – DPW is planning to paint backboards this year.

CORRESPONDENCE - Jim Sak- Rotary Park – Committee agreed to do a walk-through of Rotary Park and the Old Bathing Beach on July 6th at 6:30pm.

REPORTS

- a. Village Council - West – brief update

- b. Other members – Kennedy suggested to keep July 6th agenda to the Park walk through and the 5 year rec plan. West suggested moving location of the dog bags at the Dam Beach.

NEXT MEETING – July 6th at 6:30pm - meet at Rotary Park and then Old Bathing Beach with the meeting to follow at 7pm.

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

Meeting adjourned at 8:10 pm.

PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 07/31/2017	ACTIVITY FOR MONTH 07/31/2017	AVAILABLE BALANCE	% BGD USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	821,000.00	38.37	0.00	820,961.63	0.00
101-000-404-000	TAXES/PERSONAL	50,000.00	0.00	0.00	50,000.00	0.00
101-000-410-000	PAYMENT/IN/LIEU/OF/TAXES	3,500.00	0.00	0.00	3,500.00	0.00
101-000-451-000	PERMITS & LICENSES	4,000.00	2,050.00	0.00	1,950.00	51.25
101-000-487-000	TRAILER TAX FEE	300.00	343.50	0.00	(43.50)	114.50
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	41.25	0.00	4,458.75	0.92
101-000-577-000	STATE SALES/TAX CONST/STATUTOR	7,900.00	1,332.00	0.00	6,568.00	16.86
101-000-577-200	CONSTITUTIONAL SALES TAX	110,000.00	22,817.00	0.00	87,183.00	20.74
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	12,900.00	0.59	0.00	12,899.41	0.00
101-000-620-000	REAL PROPERTY PENALTY CHARGED	1,000.00	5.37	0.00	994.63	0.54
101-000-627-000	COPIER FEES	250.00	75.00	0.00	175.00	30.00
101-000-628-000	MEETING ROOM FEES	100.00	205.00	0.00	(105.00)	205.00
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	2,000.00	325.00	0.00	1,675.00	16.25
101-000-661-000	COUNTY APPEARANCE TICKETS	2,500.00	805.04	0.00	1,694.96	32.20
101-000-672-000	INTEREST	500.00	143.78	0.00	356.22	28.76
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	742.35	0.00	257.65	74.24
101-000-693-100	INSURANCE REFUND	5,000.00	4,532.00	0.00	468.00	90.64
101-000-693-550	BEAUTIFICATION	1,000.00	(494.00)	0.00	1,494.00	(49.40)
101-000-694-000	MISCELLANEOUS	500.00	114.77	0.00	385.23	22.95
101-000-696-200	PBT - POLICE REVENUE	1,250.00	340.00	0.00	910.00	27.20
101-000-699-000	PRIOR YR/ENDING CASH BALANCE	375,000.00	0.00	0.00	375,000.00	0.00
Total Dept 000		1,493,800.00	36,245.27	0.00	1,457,554.73	2.43
TOTAL REVENUES		1,493,800.00	36,245.27	0.00	1,457,554.73	2.43
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 07/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 07/31/2017	ACTIVITY FOR MONTH 07/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	1,493,800.00	36,245.27	0.00	1,457,554.73	2.43
	TOTAL EXPENDITURES	14,550.00	0.00	0.00	14,550.00	0.00
	NET OF REVENUES & EXPENDITURES	1,479,250.00	36,245.27	0.00	1,443,004.73	2.45

PERIOD ENDING 07/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 07/31/2017	ACTIVITY FOR MONTH 07/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 401 - GENERAL CAPITAL FUND						
Revenues						
Dept 000						
401-000-487-100	METRO FEE	8,000.00	0.00	0.00	8,000.00	0.00
401-000-488-000	CABLE FRANCHISE FEES	25,000.00	9,326.41	0.00	15,673.59	37.31
401-000-672-000	INTEREST	0.00	114.31	0.00	(114.31)	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	0.00	0.00	550.00	0.00
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	0.00	0.00	700.00	0.00
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-THIRD ST.	12,000.00	25,200.00	0.00	(13,200.00)	210.00
401-000-699-000	PRIOR YR/ENDING CASH BALANCE	190,000.00	0.00	0.00	190,000.00	0.00
Total Dept 000		256,925.00	34,640.72	0.00	222,284.28	13.48
TOTAL REVENUES		256,925.00	34,640.72	0.00	222,284.28	13.48
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		256,925.00	34,640.72	0.00	222,284.28	13.48
TOTAL EXPENDITURES		228,500.00	0.00	0.00	228,500.00	0.00
NET OF REVENUES & EXPENDITURES		28,425.00	34,640.72	0.00	(6,215.72)	121.87
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		1,750,725.00	70,885.99	0.00	1,679,839.01	4.05
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		243,050.00	0.00	0.00	243,050.00	0.00
NET OF REVENUES & EXPENDITURES		1,507,675.00	70,885.99	0.00	1,436,789.01	4.70



CORRESPONDENCE

P.O. Box 1011 | Bellaire, MI 49615
info@paddleantrim.com
www.paddleantrim.com
231-492-0171

June 6, 2017

Mr. James Dake
Parks and Recreation Chair
Village of Elk Rapids
PO BOX 398
Elk Rapids, MI 49629

Dear James,

Thank you so much for your letter received on May 4th requesting the Ripple Effect grant award of \$600 to the Village of Elk Rapids be modified to be used for Water Trail/Paddle Signage at Rotary Park. The Paddle Antrim Board approved this change. We are currently developing signage specifications to assist public asset site owners like the Village to develop signs which will be consistent throughout the entire water trail. We look forward to sharing those with you as they are developed this summer.

Thank you for the Village's continued support of Paddle Antrim and the development of the Chain of Lakes Water Trail. If you have any further questions, please don't hesitate to contact me at deana@paddleantrim.com or 231-492-0171.

Sincerely,

Deana Jerdee
Executive Director

Protecting our water resources by using paddle sports to
connect people to our waterways.