

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

1) CALL TO ORDER

2) APPROVAL OF MINUTES

- a. Regular Meeting – July 6, 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. Community Trail - update
- b. Paddle Antrim grant (awaiting P.A. sign production)
- c. Commission Training - needs to be scheduled
- d. Basketball Rims - update
- e. Resurfacing of courts – update (add to budget/capital items)

5) NEW BUSINESS

- a. 5-year Community Rec Plan Survey Results and next steps
 - Elizabeth Calcutt, Networks Northwest presenting
- b. Dam Beach condition - discussion
- c. Dam Beach Management Plan – review Planning Commission comments
- d. Budget – review FY account; start next year priority list

6) CORRESPONDENCE

7) REPORTS

- a. Council Liaison (Melissa West)
- b. Other Members

8) NEXT MEETING – October 5, 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。

لاشارة ب لغة مذك تصدين , مترجمين توف يريمكن , ايام سد بعة من مسد بق اشعار وجود معاو , قارذ ين , فورح قريبك مجحلا يوذل تاج ايت حال ا تصاخلا , ءالؤمون يذل ال نوملكتي ءغللا ءيزيلجن ال ا ءقال طب .

July Park and Rec Minutes

DRAFT

July 6, 2017 at 6:30 PM

Committee did a walk through at Rotary Park and Old Bathing Beach at 6:30.

CALL TO ORDER – Dake calls the meeting to order at 7:20 pm.

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

ABSENT & EXCUSED: Michael Conrad

Dake chairs the meeting.

APPROVAL OF MINUTES

West makes a motion to approve the June 1, 2017 minutes, seconded by Guntzviller. All in favor.

Citizen Comments: None

UNFINISHED BUSINESS:

- a) TART Trail Update – Kennedy – Still progressing
- b) Paddle Antrim Grant – Kennedy – working on plans
- c) Staff training project update – Kennedy – Michael Conrad's Volunteers painted restrooms, shed and stained benches.
- d) Basketball Rims Project – Possible donation coming for new basketball back boards.
- e) Resurfacing of courts update – waiting to hear back from possible donator.

NEW BUSINESS –

- a. Park walk-through discussion - Jim Sak met the committee at the Rotary Park and gave list of recommendations to the committee.
Guntzviller will be talking with Brad at DPW to check on potential cost to add a waterline in at Rotary Park.
Benches in Memorial Park were discussed. A sub-committee of West & Guntzviller to identify locations of benches. They will take the list to Brad at DPW.
- b. Chapter 1 – 5 yr. Rec Plan – Committee discussed Chapter 1 and any changes were delivered to Caroline Kennedy and delivered to Networks Northwest.

CORRESPONDENCE - None

REPORTS

- a. Village Council - West – brief update. Approved Harbor Days Calendar and continue to go through ordinances.
- b. Other members – Kennedy – Lions Club is donating water fountains and are hoping to be installed prior to Harbor Days.
- c. Suggested the committee reviews budget for New Business at September 7, 2017 meeting.

NEXT MEETING – September 7, 2017 at 7pm.

ADJOURNMENT – Dake motioned to adjourn meeting, seconded by West. All in favor.

Meeting adjourned at 8:55 pm.

**Village of Elk Rapids
Communication Initiation Form**

Date: Communication To:
Month Day Year

Name of body submitting communication:

Date of meeting body approved communication:

Members present (last names):

Chair of submitting body:

Topic of communication:

General purpose of communication:

Resolution/Motion/Request:

Material attached supporting communication (list each document separately):

COMMUNICATION RESPONSE:

Name of body responding to communication:

Date of meeting body approved response:

Members present (last names):

Chairman of body:

Response:

Material attached supporting response (list each document attached):

Foredunes range from 120–180 degrees Fahrenheit during the day. This environment is too extreme and prevents most tree species from being established. This area has special native dune plants such as the **protected pitcher's thistle**.

Blow-Out Features

Blow-Outs are U-shaped areas of open, migrating sand, which are caused by storms, or overuse by vehicles or pedestrians. They occur on dunes that were stabilized previously by plants.

Backdune Features

When dunes are lower and closer together, succession often occurs more rapidly. Decaying plants have enriched the sand with organic matter which increase its moisture holding capacity and the amount of nutrients available to nourish succeeding plants. Low shrubs take root. As shrubs become established on ridges farther from shore, conditions improve for tree seedlings to grow. The site gradually becomes shadier and richer and more stable.

Invasive Species

Non-native plant species have been carried on the wind and brought by mammals and birds. They have also been introduced by humans on the bottoms of their shoes and by vehicles in tire treads. Aquatic invasive species such as zebra mussels wash up on the Beach and the sharp shells can cause severe lacerations to barefooted beachgoers, especially children. When fish and diving birds die from botulism, they wash up on the Beach. Other birds and animals, including dogs can die from eating these carcasses. Scientists think that botulism is carried from the sediments up the food web through invasive species such as quagga mussels and round gobies. Many invasive plants are established extensively in the Natural Area, especially areas of the Backdunes adjacent to the parking lot, the access road and the Staging Area. Invasive plants include:

Grasses: Canada bluegrass, quack grass, redtop grass, smooth brome grass, and tall fescue grass.

Herbs: hoary alyssum, baby's breath, bouncing Bet, bladder campion, chickory, red clover, white clover, white sweet clover, yellow sweet clover, ox-eye daisy, dandelion, curly dock, goat's beard, spotted knapweed, common mullein, garlic mustard, winged pigweed, pineappleweed, common plantain, narrow-leaved plantain, mossy stonecrop, crown vetch, hairy vetch, viper's bugloss, biennial wormwood

Trees: Lombardy poplar and white poplar

obtained and, a copy of the approved permits have been provided to the Planning and Zoning Administrator.

b. Native shrubbery, trees, or other vegetation shall be preserved as far as practicable, and where removed, shall be replaced with other native vegetation that is equally effective in preventing erosion and preserving the natural beauty of the area. Non-native, noxious and invasive plant materials, such as purple loosestrife, shall not be used within Conservation/Recreation Overlay District;

c. Utilities, including water, sewer, electric, if deemed necessary by the Village Council, shall be constructed underground.

Recreation

The Dam Beach has been used primarily for passive recreation including picnicking, beach walking, nature study, or bird watching. It is also a popular area for swimming in the summer. Two more active areas of recreation have been developed on the beach, including a net for volleyball and a fire ring to contain beach campfires. Local residents, summer residents and visitors, as well as tourists who visit the area frequent the Dam Beach Park year-round. The Village of Elk Rapids designated the Dam Beach area as a Public Recreation Area.

Conservation

Over the past 60 years, dunes have developed on this site. They are reminiscent of the topography that existed in Elk Rapids prior to modern development. The Open Dune Community serves as a natural area for native plant and animal life, including the protected pitcher's thistle. The Park has been designated as a Permanent Natural Conservation Area. by Whom?

Dogs and Pets

As per the Village Code of Ordinances, Sec. 34-36, "In park areas where dogs are permitted, such dogs shall at all times be kept under reasonable control by means of a leash. No person shall permit any other animal, either wild or domestic, owned by him, or under his control or custody, with the exception of dogs, as outlined above, to enter any park except when special permission is granted by the village president. A person having control of any animal shall place all feces dropped by the animal in any public park or playground in a proper receptacle." Bags are provided at the parking lot for owners to pick up animal waste.

Annual Maintenance Schedule

From DPW.

Also-what
is the
"Open Dune
Community"?

PERIOD ENDING 09/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	821,000.00	344,240.67	0.00	476,759.33	41.93
101-000-404-000	TAXES/PERSONAL	50,000.00	7,601.93	0.00	42,398.07	15.20
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	3,010.00	0.00	990.00	75.25
101-000-487-000	TRAILER TAX FEE	300.00	406.50	0.00	(106.50)	135.50
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	2,664.00	0.00	5,236.00	33.72
101-000-577-200	CONSTITUTIONAL SALES TAX	110,000.00	43,345.00	0.00	66,655.00	39.40
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	12,900.00	5,490.10	0.00	7,409.90	42.56
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	131.50	0.00	118.50	52.60
101-000-628-000	MEETING ROOM FEES	100.00	280.00	0.00	(180.00)	280.00
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	2,000.00	1,110.00	0.00	890.00	55.50
101-000-661-000	COUNTY APPEARANCE TICKETS	2,500.00	1,121.73	0.00	1,378.27	44.87
101-000-672-000	INTEREST	500.00	206.59	0.00	293.41	41.32
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	967.35	0.00	32.65	96.74
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	(494.00)	0.00	1,494.00	(49.40)
101-000-694-000	MISCELLANEOUS	500.00	1,614.77	0.00	(1,114.77)	322.95
101-000-696-200	PBT - POLICE REVENUE	1,250.00	405.00	0.00	845.00	32.40
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	421,908.01	0.00	1,071,891.99	28.24
TOTAL REVENUES		1,493,800.00	421,908.01	0.00	1,071,891.99	28.24
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

User: MANDY

DB: ELK RAPIDS

PERIOD ENDING 09/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	1,493,800.00	421,908.01	0.00	1,071,891.99	28.24
	TOTAL EXPENDITURES	14,550.00	0.00	0.00	14,550.00	0.00
	NET OF REVENUES & EXPENDITURES	1,479,250.00	421,908.01	0.00	1,057,341.99	28.52

User: MANDY

DB: ELK RAPIDS

PERIOD ENDING 09/30/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 09/30/2017	ACTIVITY FOR MONTH 09/30/2017	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	9,326.41	0.00	15,673.59	37.31
401-000-672-000	INTEREST	0.00	197.17	0.00	(197.17)	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	276.75	0.00	423.25	39.54
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	28,000.00	0.00	(16,000.00)	233.33
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	45,995.50	0.00	210,929.50	17.90
TOTAL REVENUES		256,925.00	45,995.50	0.00	210,929.50	17.90
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	45,995.50	0.00	210,929.50	17.90
TOTAL EXPENDITURES		228,500.00	0.00	0.00	228,500.00	0.00
NET OF REVENUES & EXPENDITURES		28,425.00	45,995.50	0.00	(17,570.50)	161.81
TOTAL REVENUES - ALL FUNDS		1,750,725.00	467,903.51	0.00	1,282,821.49	26.73
TOTAL EXPENDITURES - ALL FUNDS		243,050.00	0.00	0.00	243,050.00	0.00
NET OF REVENUES & EXPENDITURES		1,507,675.00	467,903.51	0.00	1,039,771.49	31.03