

AGENDA
REGULAR PARKS & RECREATION MEETING
October 5, 2017, 7:00 PM
Government Center, 315 Bridge St., Elk Rapids

1) CALL TO ORDER

2) APPROVAL OF MINUTES

- a. Regular Meeting – September 7, 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 - scheduled for January
- d. Basketball Rims - update
- e. Resurfacing of courts – update (Conrad - estimates)
- f. Dam Beach Management Plan (pending Planning approval)
- g. Dam Beach Condition update (Guntzviller)
- h. Budget

5) NEW BUSINESS

- a. 5-year Community Rec Plan Goals and Objectives
 - Elizabeth Calcutt, Networks Northwest presenting

6) CORRESPONDENCE

7) REPORTS

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

8) NEXT MEETING – November 2, 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 .

September Park and Rec Minutes

DRAFT

September 7, 2017 at 7:00 PM

CALL TO ORDER – Dake calls the meeting to order at 7:02 pm.

ATTENDANCE: Melissa West, James Dake, Beth Guntzviller, Jodi Poikey, Michael Conrad, and Caroline Kennedy as Village Staff.

ABSENT & EXCUSED: Gordon Stewart & Kolleen Thomas

Dake chairs the meeting.

APPROVAL OF MINUTES

West makes a motion to approve the July 6, 2017 minutes, seconded by Guntzviller. All in favor.

Citizen Comments: None

West made a motion to address the New Business before the Old Business. Conrad seconded. All in favor.

NEW BUSINESS –

- a) Dam Beach Condition – discussion – Christine Peterson was present and updated committee on condition of Dam Beach. She stated that there is a need for more trash cans on the fishing pier. The picnic table is needed to be replaced at the Dam Beach. There are piles of dead grass that collect small plastic items and go back into lake. Committee will look at the beach this fall to see if a volunteer group is needed to move the piles of grass washing onto shore.
- b) 5-year Community Rec Plan Survey Results and next step – Elizabeth Calcutt, Networks Northwest presented and reviewed the Village of Elk Rapids 2017 Recreation Survey Report. The next steps are to have Goals and Objectives and a wish list for facilities. Committee must hold a public hearing in December, 2017. West recommended that we hold the public hearing at the December Parks and Recs meeting.

- c) Dam Beach Management Plan- Planning Commission – West makes a motion to make changes to the Dam Beach Management Plan to change to “Zoned as natural Overlay District” and “Open Dune Area” as described on page 3 & 4). Seconded by Conrad. All in favor.
- d) Budget Review – saving for future projects such as tennis resurfacing.

UNFINISHED BUSINESS:

- a) Community Trail – Kennedy – moving forward with trail support.
- b) Paddle Antrim Grant – Kennedy – working on signage design.
- c) Commission Training – Tentatively in January.
- d) Basketball Rims – installation of poles for rims by Labor Day.
- e) Resurfacing of courts update – Michael Conrad will research.

CORRESPONDENCE - None

REPORTS

- a. Council Liaison – West – water lines, iron filtration and curb side pick up
- b. Other Members - none.

NEXT MEETING – October 5, 2017 at 7pm.

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

Meeting adjourned.

PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	821,000.00	809,185.97	0.00	11,814.03	98.56
101-000-404-000	TAXES/PERSONAL	50,000.00	29,210.19	0.00	20,789.81	58.42
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	3,060.00	0.00	940.00	76.50
101-000-487-000	TRAILER TAX FEE	300.00	437.50	0.00	(137.50)	145.83
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	13,095.20	0.00	(195.20)	101.51
101-000-620-000	REAL PROPERTY PENALTY CHARGED	1,000.00	118.50	0.00	881.50	11.85
101-000-627-000	COPIER FEES	250.00	146.50	0.00	103.50	58.60
101-000-628-000	MEETING ROOM FEES	100.00	305.00	0.00	(205.00)	305.00
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	2,000.00	1,260.00	0.00	740.00	63.00
101-000-661-000	COUNTY APPEARANCE TICKETS	2,500.00	1,558.40	0.00	941.60	62.34
101-000-672-000	INTEREST	500.00	264.40	0.00	235.60	52.88
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	1,639.77	0.00	(1,139.77)	327.95
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	373,071.08	0.00	0.00	373,071.08	0.00
Total Dept 000		1,491,871.08	947,969.14	0.00	543,901.94	63.54
TOTAL REVENUES		1,491,871.08	947,969.14	0.00	543,901.94	63.54
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 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	1,491,871.08	947,969.14	0.00	543,901.94	63.54
	TOTAL EXPENDITURES	14,550.00	0.00	0.00	14,550.00	0.00
	NET OF REVENUES & EXPENDITURES	1,477,321.08	947,969.14	0.00	529,351.94	64.17

User: MANDY

DB: ELK RAPIDS

PERIOD ENDING 10/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 10/31/2017	ACTIVITY FOR MONTH 10/31/2017	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	243.26	0.00	(243.26)	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-THIRD ST.	12,000.00	29,400.00	0.00	(17,400.00)	245.00
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	58,299.71	0.00	221,381.63	20.85
TOTAL REVENUES		279,681.34	58,299.71	0.00	221,381.63	20.85
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	58,299.71	0.00	221,381.63	20.85
TOTAL EXPENDITURES		228,500.00	0.00	0.00	228,500.00	0.00
NET OF REVENUES & EXPENDITURES		51,181.34	58,299.71	0.00	(7,118.37)	113.91
TOTAL REVENUES - ALL FUNDS		1,771,552.42	1,006,268.85	0.00	765,283.57	56.80
TOTAL EXPENDITURES - ALL FUNDS		243,050.00	0.00	0.00	243,050.00	0.00
NET OF REVENUES & EXPENDITURES		1,528,502.42	1,006,268.85	0.00	522,233.57	65.83