

Agenda

REGULAR PARKS & RECREATION MEETING

December 6, 2018

7:00 P.M.

Government Center, 315 Bridge St., Elk Rapids

1) CALL TO ORDER

2) APPROVAL OF MINUTES

November 1, 2018

3) CITIZEN COMMENTS

Any citizen who wishes to address the Parks & Recreation Commission on a matter of 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. Ice Rink update, priorities (Pearl's fundraiser)
- B. Update Dam Beach Restrooms
- C. Murals update
- D. Paddle Antrum
- E. BB. Tennis Ct. Update
- F. Tobacco Free Beach
- G. Budget
- H. Norte- calendar volunteers

5) NEW BUSINESS

- A. Trail Town

6) CORRESPONDENCE

7) REPORTS

A. Council Liaison - Melissa

B. Other members

8) NEXT MEETING

January 3, 2018

9) ADJOURNMENT

Minutes
Village of Elk Rapids
Parks & Recreation Commission
November 1, 2018

PRESENT: James Dake, Charlie Pryde, Gordon Stewart, Kwin Morris, Melissa West.

EXCUSED: Beth Guntzviller, Michael Conrad

STAFF: Assistant Manager/Clerk Caroline Kennedy.

MOTION by **PRYDE**, **SECOND** by **STEWART** to approve the October 4, 2018 minutes.
All those present voting yes. **MOTION CARRIED.**

CITIZEN COMMENTS: None

UNFINISHED BUSINESS:

- A. Skating Rink - Dake reported Kennedy's note— Fundraiser set for Pearl's on November 16. Funding gap is about \$488 — additional monies will be used for other amenities — lights etc.
- B. Norte Update-walk - West reported good turnout, interest in Winter walk
- C. Dam Beach Restroom — Dake reported Restrooms have received approval from DNR
- D. Art Murals - Morris reported students are researching and preparing drafts, West reported on her briefing of the Village Council — Council in overall agreement and very happy of school link. Council interested in helping to ensure it is a successful undertaking
- E. Paddle Antrim - Morris — Caroline wrote a letter of support for paddle Antrim. Kwin forwarded email to Paddle Antrim expressing concern regarding viability of proposed site for paddle boarding
- F. BB and Tennis Courts — Dake reported, weather permitting small BB court will be stripped this fall. Tennis courts will have to wait until spring.

NEW BUSINESS:

- A. Tobacco Free Beach - After discussion of options — **MOTION** by **STEWART** seconded by **MORRIS** to send recommendation to the planning commission—"To make all Elk Rapids parks and beaches smoke free and consider making public spaces smoke free" All those present voted yes. **MOTION CARRIED**
- B. Budget —Dake reported most of the budget is carry over from last year except— requesting \$3200 for community promotion activities. **MOTION** by **PRYDE**, seconded by **STEWART** to approve draft budget. All those present voted yes. **MOTION CARRIED.**

CORRESPONDENCE: None

REPORTS: **WEST** reported on the first meeting of the stakeholder group on Acme to Elk Rapids TART trail extension

MOTION by **STEWART**, second by **WEST** to adjourn the meeting at 8:10 P.M.
All those present voting yes. **MOTION CARRIED.**

PERIOD ENDING 12/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 12/31/2018	ACTIVITY FOR MONTH 12/31/2018	AVAILABLE BALANCE	% BUDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	860,000.00	874,828.93	0.00	(14,828.93)	101.72
101-000-404-000	TAXES/PERSONAL	35,000.00	24,706.94	0.00	10,293.06	70.59
101-000-410-000	PAYMENT/IN/LIEU/OF/TAXES	3,500.00	2,920.44	0.00	579.56	83.44
101-000-451-000	PERMITS & LICENSES	3,500.00	3,030.00	0.00	470.00	86.57
101-000-487-000	TRAILER TAX FEE	450.00	327.50	0.00	122.50	72.78
101-000-572-000	STATE/PA 302 FUNDING/POLICE/TRAINING	450.00	908.55	0.00	(458.55)	201.90
101-000-573-000	TREE GRANT-CONSUMERS/DTE	2,000.00	0.00	0.00	2,000.00	0.00
101-000-573-050	LOCAL COMMUNITY STABILIZATION AUTHORITY	0.00	3,446.14	0.00	(3,446.14)	100.00
101-000-573-900	CDBG-FACADE GRANT	213,340.00	131,451.39	0.00	81,888.61	61.62
101-000-576-000	LIQUOR LICENSE TAX	4,500.00	4,852.10	0.00	(352.10)	107.82
101-000-577-000	STATE SALES/TAX CONST/STATUTOR	8,000.00	6,220.00	0.00	1,780.00	77.75
101-000-577-200	CONSTITUTIONAL SALES TAX	110,000.00	91,056.00	0.00	18,944.00	82.78
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	14,000.00	14,006.01	0.00	(6.01)	100.04
101-000-620-000	REAL PROPERTY PENALTY CHARGED	750.00	717.16	0.00	32.84	95.62
101-000-627-000	COPIER FEES	200.00	225.47	0.00	(25.47)	112.74
101-000-628-000	MEETING ROOM FEES	295.00	370.00	0.00	(75.00)	125.42
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	1,500.00	950.00	0.00	550.00	63.33
101-000-661-000	COUNTY APPEARANCE TICKETS	2,000.00	1,253.34	0.00	746.66	62.67
101-000-672-000	INTEREST	500.00	473.78	0.00	26.22	94.76
101-000-673-000	FROM/HARBOR/594/POLICE WAGES	15,000.00	15,000.00	0.00	0.00	100.00
101-000-675-000	POLICE DONATION	100.00	100.00	0.00	0.00	100.00
101-000-675-250	ICE SKATING RINK	0.00	1,461.96	0.00	(1,461.96)	100.00
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
101-000-677-150	FROM/WATER OP/595/TOWER LEASE	15,000.00	15,000.00	0.00	0.00	100.00
101-000-677-200	FROM/HARBOR/594/TART TRAIL	5,000.00	5,000.00	0.00	0.00	100.00
101-000-688-000	FROM/DDA/791/ATTACHMENT 16	4,457.00	3,382.00	0.00	1,075.00	75.88
101-000-690-000	FROM/DDA/791/ADMIN	1,000.00	1,000.00	0.00	0.00	100.00
101-000-692-100	GREEN ER DAYS CONTRIBUTION	2,715.00	3,853.58	0.00	(1,138.58)	141.94
101-000-693-100	INSURANCE REFUND	6,000.00	4,481.00	0.00	1,519.00	74.68
101-000-693-200	BENCH/TABLE/DONATION	3,080.00	3,079.26	0.00	0.74	99.98
101-000-693-300	MISC. REFUND	1,018.00	14,167.78	0.00	(13,149.78)	1,391.73
101-000-693-400	MISC DONATIONS	0.00	888.04	0.00	(888.04)	100.00
101-000-694-000	MISCELLANEOUS	1,500.00	868.16	0.00	631.84	57.88
101-000-696-200	PPT - POLICE REVENUE	750.00	601.00	0.00	149.00	80.13
101-000-699-000	PRIOR YR/ENDING CASH BALANCE	368,000.00	0.00	0.00	368,000.00	0.00
Total Dept 000		1,702,405.00	1,230,626.53	0.00	471,778.47	72.29
TOTAL REVENUES						
		1,702,405.00	1,230,626.53	0.00	471,778.47	72.29
Expenditures						
Dept 694 - PARKS & RECREATION						
101-694-757-000	SUPPLIES	350.00	0.00	0.00	350.00	0.00
101-694-818-000	CONTRACTUAL/PROF.SVCS.	2,000.00	2,000.00	0.00	0.00	100.00
101-694-864-000	TRAINING/CONFERENCES	500.00	0.00	0.00	500.00	0.00
101-694-880-000	COMMUNITY PROMOTION	500.00	673.00	0.00	(173.00)	134.60
101-694-956-000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
101-694-970-000	CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00	100.00
101-694-970-350	TART TRAILS PROJECT	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 694 - PARKS & RECREATION		11,550.00	5,673.00	0.00	5,877.00	49.12

PERIOD ENDING 12/31/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 12/31/2018	ACTIVITY FOR MONTH 12/31/2018	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL EXPENDITURES		11,550.00	5,673.00	0.00	5,877.00	49.12
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,702,405.00	1,230,626.53	0.00	471,778.47	72.29
TOTAL EXPENDITURES		11,550.00	5,673.00	0.00	5,877.00	49.12
NET OF REVENUES & EXPENDITURES		1,690,855.00	1,224,953.53	0.00	465,901.47	72.45

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 12/31/2018	ACTIVITY FOR MONTH 12/31/2018	AVAILABLE BALANCE	% BDDT USED
Fund 401 - GENERAL CAPITAL FUND						
Revenues						
Dept 000						
401-000-487-100	METRO FEE	8,038.00	8,027.48	0.00	10.52	99.87
401-000-488-000	CABLE FRANCHISE FEES	25,000.00	19,524.02	0.00	5,475.98	78.10
401-000-672-000	INTEREST	299.00	416.32	0.00	(117.32)	139.24
401-000-676-000	SIDEWALK REIMBURSEMENT	5,000.00	0.00	0.00	5,000.00	0.00
401-000-680-050	S.A. 2011-1 PRINCIPAL	547.00	546.82	0.00	0.18	99.97
401-000-680-100	S.A. 2011-1 INTEREST	35.00	24.61	0.00	10.39	70.31
401-000-681-000	S.A. 2011-2 PRINCIPAL	717.00	651.96	0.00	65.04	90.93
401-000-681-100	S.A. 2011-2 INTEREST	33.00	96.89	0.00	(63.89)	293.61
401-000-691-104	FROM/GEN/101/POLICE VEHICLE	12,000.00	12,000.00	0.00	0.00	100.00
401-000-697-000	MISCELLANEOUS/CONTRIBUTION	900.00	900.00	0.00	0.00	100.00
401-000-697-800	HILDRETH FAMILY TRUST/BASKET BALL COURT	15,000.00	15,000.00	0.00	0.00	100.00
401-000-697-850	TR/FR/204/405/409/DPW GARAGE UPGRADES	87,300.00	87,300.00	0.00	0.00	100.00
401-000-698-300	LAND LEASE-SPEEDWAY	16,800.00	3,010.00	0.00	13,790.00	17.92
401-000-699-000	PRIOR YR/ENDING CASH BALANCE	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 000		371,669.00	147,498.10	0.00	224,170.90	39.69
TOTAL REVENUES						
		371,669.00	147,498.10	0.00	224,170.90	39.69
Expenditures						
Dept 958 - CAPITAL FUND EXPENSES						
401-958-971-000	SIDEWALK CONST/REPAIR/REMOVAL	65,000.00	65,000.00	0.00	0.00	100.00
401-958-972-000	BATHROOM MEMORIAL PARK/REPAIR	500.00	0.00	0.00	500.00	0.00
401-958-973-300	BASKETBALL COURTS	24,000.00	27,741.93	0.00	(3,741.93)	115.59
401-958-975-100	TENNIS & PICKLEBALL COURT REPAIRS	21,000.00	0.00	0.00	21,000.00	0.00
401-958-978-799	DPW GARAGE UPGRADES	97,000.00	0.00	0.00	97,000.00	0.00
401-958-978-802	DAM BEACH BATHROOM	100,000.00	21,111.25	0.00	78,888.75	21.11
401-958-978-804	TO/DDA/791/SPEEDWAY	8,400.00	0.00	0.00	8,400.00	0.00
Total Dept 958 - CAPITAL FUND EXPENSES		315,900.00	113,853.18	0.00	202,046.82	36.04
TOTAL EXPENDITURES						
		315,900.00	113,853.18	0.00	202,046.82	36.04
Fund 401 - GENERAL CAPITAL FUND:						
TOTAL REVENUES		371,669.00	147,498.10	0.00	224,170.90	39.69
TOTAL EXPENDITURES		315,900.00	113,853.18	0.00	202,046.82	36.04
NET OF REVENUES & EXPENDITURES		55,769.00	33,644.92	0.00	22,124.08	60.33
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		2,074,074.00	1,378,124.63	0.00	695,949.37	66.45
NET OF REVENUES & EXPENDITURES		327,450.00	119,526.18	0.00	207,923.82	36.50
NET OF REVENUES & EXPENDITURES		1,746,624.00	1,258,598.45	0.00	488,025.55	72.06