

Agenda

REGULAR PARKS & RECREATION MEETING

Nov. 1, 2018

7:00 P.M.

Government Center, 315 Bridge St., Elk Rapids

1) CALL TO ORDER

2) APPROVAL OF MINUTES

Oct. 4, 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. Skating Rink - Caroline
- B. Norte Update-walk - Melissa/Caroline
- C. Dam Beach Restroom - Caroline
- D. Art Murals - Caroline/Kwin
- E. Paddle Antrim - Caroline/Kwin
- F. BB and Tennis Courts

5) NEW BUSINESS

- A. Tobacco Free Beach
- B. Budget

6) CORRESPONDENCE

7) REPORTS

A. Council Liaison - Melissa

B. Other members

8) NEXT MEETING

Dec. 6, 2018

9) ADJOURNMENT

I

Minutes
Village of Elk Rapids
Parks & Recreation Commission
October 4, 2018

Present: Beth Guntzviller, James Date, Charlie Pryde, Mike Conrad, Gordon Stewart,
Kwin Morris, Melissa West.

Staff: Assistant Village Manager/Clerk, Caroline Kennedy

MOTION by **GUNTZVILLER**, **SECOND** by **STEWART** to approve the September 6, 2018 minutes.
All those present voting yes. **MOTION CARRIED.**

CITIZEN COMMENTS:

Deanna Jerdee – Paddle Antrim

Coastal Zone Management Grant not acquired. Future option to apply still exists.

Two options for design funds:

A. Apply again, but full year setback

B. Use matching funds to move forward on just Rotary Park project.

MOTION by **STEWART**, **SECOND** by **PRYDE** to support plan B. All those present voting yes.

MOTION CARRIED.

MOTION by **PRYDE**, **SECOND** by **MORRIS** to amend the agenda to have the students from the Elk Rapids
Community service project comment next. All those present voting yes. **MOTION CARRIED.**

Three students offer to help paint the mural for the Art and Mural project. A potential issue was raised
working with MDOT under the bridge. The Art project would be presented in May 2019. The actual art
would be on canvas and hung in town. The Commission was in favor. Melissa West will request the
subject on the Village Council Agenda for consideration. Student Campbell Holland and another student
from the Community Service Project are requesting approval to help with the new ice rink regrading
constructing, maintaining, and helping publicize the fundraiser at Pearl's Happy Hour for a cause on
Friday, November 16, 2018 from 5pm-7pm. **MOTION** by **STEWART**, **SECOND** by **MORRIS** to support the
project. All those present voting yes.

MOTION CARRIED.

UNFINISHED BUSINESS:

Community Trail Update: Caroline Kennedy indicated that local agency meetings are taking place. The
schedule is behind due to one of the engineers having a health issue.

Norte Update: Lauren Dake is now the Coordinator for **Norte Elk Rapids**. Current discussion – should
Friday Fantastico in Elk Rapids be now versus 2019? Wednesday walks continue. The Preschool indoor
Estrellas program is progressing forward.

Dam Beach Update: Caroline Kennedy reports we are waiting for DNR approval on the restroom.

Skating Rink Update: Caroline Kennedy shared that a 60x80 Skating Rink has been ordered and will cost \$5,000.00 total. Gap funding to come from Pearl's Happy Hour for a Cause and a grant application to Rotary.

Basketball and Tennis Court Update: Caroline Kennedy reports that the Basketball court is nearly done and that the Tennis courts likely will be done in spring.

New Business: Covered

Correspondence: None

Reports: Library expansion passed. Road Construction should be done Mid-November. Dexter Street gift of property is pending.

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

PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	860,000.00	868,601.49	0.00	(8,601.49)	101.00
101-000-404-000	TAXES/PERSONAL	35,000.00	24,471.20	0.00	10,528.80	69.92
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	2,920.00	0.00	580.00	83.43
101-000-487-000	TRAILER TAX FEE	450.00	243.50	0.00	206.50	54.11
101-000-572-000	STATE/PA 302 FUNDING/POLICE/TRAINING	450.00	443.85	0.00	6.15	98.63
101-000-573-000	TREE GRANT-CONSUMERS/DTE	2,000.00	0.00	0.00	2,000.00	0.00
101-000-573-900	CDBG-FACADE GRANT	213,340.00	115,431.39	0.00	97,908.61	54.11
101-000-576-000	LIQUOR LICENSE TAX	4,500.00	82.50	0.00	4,417.50	1.83
101-000-577-000	STATE SALES/TAX CONST/STATUTOR	8,000.00	4,667.00	0.00	3,333.00	58.34
101-000-577-200	CONSTITUTIONAL SALES TAX	110,000.00	65,996.00	0.00	44,004.00	60.00
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	14,000.00	13,905.80	0.00	94.20	99.33
101-000-620-000	REAL PROPERTY PENALTY CHARGED	750.00	449.29	0.00	300.71	59.91
101-000-627-000	COPIER FEES	200.00	210.47	0.00	(10.47)	105.24
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	890.00	0.00	610.00	59.33
101-000-661-000	COUNTY APPEARANCE TICKETS	2,000.00	1,010.00	0.00	990.00	50.50
101-000-672-000	INTEREST	500.00	347.64	0.00	152.36	69.53
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
101-000-676-000	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	3,374.58	0.00	(659.58)	124.29
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
101-000-694-000	MISCELLANEOUS	1,500.00	868.11	0.00	631.89	57.87
101-000-696-200	PBT - 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	1,169,014.30	0.00	533,390.70	68.67
TOTAL REVENUES		1,702,405.00	1,169,014.30	0.00	533,390.70	68.67
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	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	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	800.00	0.00	2,200.00	26.67
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	1,473.00	0.00	10,077.00	12.75
TOTAL EXPENDITURES		11,550.00	1,473.00	0.00	10,077.00	12.75

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE
 PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	1,702,405.00	1,169,014.30	0.00	533,390.70	68.67
	TOTAL EXPENDITURES	11,550.00	1,473.00	0.00	10,077.00	12.75
	NET OF REVENUES & EXPENDITURES	1,690,855.00	1,167,541.30	0.00	523,313.70	69.05

PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018	ACTIVITY FOR MONTH 11/30/2018	AVAILABLE BALANCE	% BDGT 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	362.13	0.00	(63.13)	121.11
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 COURTS	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	147,443.91	0.00	224,225.09	39.67
TOTAL REVENUES		371,669.00	147,443.91	0.00	224,225.09	39.67
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	16,982.50	0.00	83,017.50	16.98
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	109,724.43	0.00	206,175.57	34.73
TOTAL EXPENDITURES		315,900.00	109,724.43	0.00	206,175.57	34.73
Fund 401 - GENERAL CAPITAL FUND:						
TOTAL REVENUES		371,669.00	147,443.91	0.00	224,225.09	39.67
TOTAL EXPENDITURES		315,900.00	109,724.43	0.00	206,175.57	34.73
NET OF REVENUES & EXPENDITURES		55,769.00	37,719.48	0.00	18,049.52	67.64
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		2,074,074.00	1,316,458.21	0.00	757,615.79	63.47
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		327,450.00	111,197.43	0.00	216,252.57	33.96
NET OF REVENUES & EXPENDITURES		1,746,624.00	1,205,260.78	0.00	541,363.22	69.01