

Agenda

REGULAR PARKS & RECREATION MEETING

Jan 3, 2018

7:00 P.M.

Government Center, 315 Bridge St., Elk Rapids

1) CALL TO ORDER

2) APPROVAL OF MINUTES

December 6, 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 manner is brought before the Commission.

4) UNFINISHED BUSINESS

- A. Ice Rink Update
- B. Update Dam Beach Restrooms
- C. Murals update
- D. Paddle Antrim
- E. Tobacco Free Beach
- F. Budget
- G. Norte- calendar volunteers

5) NEW BUSINESSES

6) CORRESPONDENCE

7) REPORTS

- A. Council Liaison - Melissa

B. Other members

8) NEXT MEETING

February 7, 2018

9) ADJOURNMENT

**Minutes
Village of Elk Rapids
Parks & Recreation Commission
December 6, 2018**

Present: Beth Guntzviller, 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: n/a

UNFINISHED BUSINESS:

Skating Rink:

Further needs: Lights, Sand Netting, Resurfacers. Lights TBD. Gordon will run the resurfacers. DPW has firepit and wood. Caroline to check on status of warming hut/shed with DPW.

Celebration at ice rink tentatively scheduled for January 18th.

Kwin Morris has volunteer students to help with skate sharpening, etc.

Dam Beach Update: Caroline: prefab restroom bid got expensive, over budget. Comparing other options.

Murals Update: Students have plan to work on 4 mural banners, and a potential donor for banners to paint on. Request to see if the board can contribute ½ of cost if not donated. If not, they will plan a fundraiser.

Paddle Antrim Update: Add Stand-up-Paddle to the kayak launch plan. Possibly additional dock.

Norte ER: Social media presence not excellent. Commission to make an effort to boost support and awareness of Wednesday Walks at elementary school. Conrad to ask Anne Wirtz, elementary school teacher, if she knows of a willing parent to champion the program.

New Business: Kennedy to email commissioners a Trail Town document on how to succeed as a trail town. Jim Witte of trail group and DDA to begin coordinating.

Council Report: Goal setting meeting upcoming. Two new trustees.

Correspondence: None

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

PERIOD ENDING 01/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 01/31/2019	ACTIVITY FOR MONTH 01/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	860,000.00	879,892.36	0.00	(19,892.36)	102.31
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	3,380.00	0.00	120.00	96.57
101-000-487-000	TRAILER TAX FEE	450.00	365.00	0.00	85.00	81.11
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	137,836.37	0.00	75,503.63	64.61
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	14,084.51	0.00	(84.51)	100.60
101-000-620-000	REAL PROPERTY PENALTY CHARGED	750.00	1,009.50	0.00	(259.50)	134.60
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	980.00	0.00	520.00	65.33
101-000-661-000	COUNTY APPEARANCE TICKETS	2,000.00	1,515.02	0.00	484.98	75.75
101-000-672-000	INTEREST	500.00	584.64	0.00	(84.64)	116.93
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	2,461.96	0.00	(2,461.96)	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	PBT - POLICE REVENUE	750.00	971.00	0.00	(221.00)	129.47
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	1,244,605.82	0.00	457,799.18	73.11
TOTAL REVENUES		1,702,405.00	1,244,605.82	0.00	457,799.18	73.11
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 01/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 01/31/2019	ACTIVITY FOR MONTH 01/31/2019	AVAILABLE BALANCE	% BDGT 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	1,244,605.82	0.00	457,799.18	73.11
TOTAL EXPENDITURES		11,550.00	5,673.00	0.00	5,877.00	49.12
NET OF REVENUES & EXPENDITURES		1,690,855.00	1,238,932.82	0.00	451,922.18	73.27

PERIOD ENDING 01/31/2019

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 01/31/2019	ACTIVITY FOR MONTH 01/31/2019	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	30,582.83	0.00	(5,582.83)	122.33
401-000-672-000	INTEREST	299.00	471.98	0.00	(172.98)	157.85
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	158,612.57	0.00	213,056.43	42.68
TOTAL REVENUES		371,669.00	158,612.57	0.00	213,056.43	42.68
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	20,341.00	0.00	76,659.00	20.97
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	134,194.18	0.00	181,705.82	42.48
TOTAL EXPENDITURES		315,900.00	134,194.18	0.00	181,705.82	42.48
Fund 401 - GENERAL CAPITAL FUND:						
TOTAL REVENUES		371,669.00	158,612.57	0.00	213,056.43	42.68
TOTAL EXPENDITURES		315,900.00	134,194.18	0.00	181,705.82	42.48
NET OF REVENUES & EXPENDITURES		55,769.00	24,418.39	0.00	31,350.61	43.78
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		2,074,074.00	1,403,218.39	0.00	670,855.61	67.66
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		327,450.00	139,867.18	0.00	187,582.82	42.71
NET OF REVENUES & EXPENDITURES		1,746,624.00	1,263,351.21	0.00	483,272.79	72.33