

**AGENDA  
PARKS AND RECREATION COMMISSION  
DECEMBER 5 @ 7 PM**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes - November 7, 2019
4. Citizen Comments - Any citizen who wishes to address the Parks and Recreation Commission on a matter not listed on this agenda may speak at this time. Persons addressing the Commission may state 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
5. Unfinished Business – Action
  - A. Elk Rapids Schools Partnership –
    - a. Update and Next Steps
  - B. Ice Rink –status
  - C. Public/Private Partnerships – Memorial Park
    - a. Next steps

Unfinished Business Updates - informational  
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  - A. Dam Beach Restroom -
7. Correspondence --
8. Reports - Council Liaison, Other Members
9. Next Meeting - January 9, 2019 –
10. Adjournment

**Minutes**  
**Village of Elk Rapids**  
**PARKS & RECREATION Commission**

Nov 7, 2019

Government Center, 315 Bridge St., Elk Rapids

**Present: Melisa West, James Dake, Charlie Pryde, Beth Guntzviller,  
Kwin Morris, Gordon Stewart, Absent - Mike Conrad**

**Staff: Assistant Village Manager Caroline Kennedy**

Pryde calls meeting to order 7:05

Motion by James 2nd by Kwin to approve minutes .

**Citizen comments: None**

**1. New Business**

- A. Recap from Shaun Quinn from Bayfront Beach and Bike. Great pictures to show how visitors and locals enjoyed what he had to offer. Shaun had a great summer. \$2460.00 donated back to parks and rec. Motion by James 2nd by Kwin to recommend to keep private partnership and go forward next season .It was great to see everyone enjoying our park and waterfront.
- B. Kwin and Charlie to attend meeting at school to see how Parks + Rec and school can work together.
- C. Village responded well to letter involving posts put in the Park for hammocks.
- D. Motion by Gordon 2nd by Kwin to spend not more than \$400 for hockey nets and skating assists.

E. Caroline will continue to work with Blackmore on skating rink maintenance and a contract.

2. Reports - council liaison Melissa reminded commission needs ideas for next year's budget. Bathrooms at Dam Beach are up. Basketball courts and painted lines do not match up. Hopefully can be repainted.

Next meeting Jan. 3rd 2020

User: LORI

DB: Elk Rapids

PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-403-000	TAXES/REAL PROPERTY	954,700.00	960,457.03	0.00	(5,757.03)	100.60
101-000-404-000	TAXES/PERSONAL	35,000.00	29,179.03	0.00	5,820.97	83.37
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	3,500.00	5,640.00	0.00	(2,140.00)	161.14
101-000-487-000	TRAILER TAX FEE	450.00	166.25	0.00	283.75	36.94
101-000-572-000	PA 302/POLICE/TRAINING/REIMBURSEMENT	400.00	696.40	0.00	(296.40)	174.10
101-000-573-000	GRANT/TREES/CONSUMERS ENERGY	2,000.00	0.00	0.00	2,000.00	0.00
101-000-573-050	LOCAL COMMUNITY STABILIZATION AUTHORITY	0.00	12,393.11	0.00	(12,393.11)	100.00
101-000-573-900	CDBG-FACADE GRANT	20,000.00	13,143.92	0.00	6,856.08	65.72
101-000-576-000	LIQUOR LICENSE TAX	4,500.00	4,596.90	0.00	(96.90)	102.15
101-000-577-000	STATE SALES/STATUTORY	8,000.00	6,253.00	0.00	1,747.00	78.16
101-000-577-200	STATE SALES/CONSTITUTIONAL	110,000.00	94,045.00	0.00	15,955.00	85.50
101-000-599-003	GRANT REVENUE- POLICE	0.00	8,395.92	0.00	(8,395.92)	100.00
101-000-617-000	REAL/PERSONAL PROPERTY 1% COLL	14,000.00	15,097.03	0.00	(1,097.03)	107.84
101-000-620-000	REAL PROPERTY PENALTY CHARGED	750.00	977.67	0.00	(227.67)	130.36
101-000-627-000	COPIER FEES	225.00	464.59	0.00	(239.59)	206.48
101-000-628-000	MEETING ROOM FEES	300.00	340.00	0.00	(40.00)	113.33
101-000-660-000	LOCAL/CIVIL INFRACTION TICKETS	1,200.00	1,260.00	0.00	(60.00)	105.00
101-000-661-000	COUNTY APPEARANCE TICKETS	1,500.00	2,013.41	0.00	(513.41)	134.23
101-000-672-000	INTEREST	500.00	173.15	0.00	326.85	34.63
101-000-673-000	FROM/HARBOR/594/POLICE WAGES	15,000.00	15,000.00	0.00	0.00	100.00
101-000-676-000	FROM/202/203/228/590/594/595/661/ADMIN	18,800.00	18,800.00	0.00	0.00	100.00
101-000-677-150	FROM/WATER OP/595/TOWER LEASE	15,000.00	15,000.00	0.00	0.00	100.00
101-000-688-000	FROM/DDA/791/ATTACHMENT 16	4,500.00	0.00	0.00	4,500.00	0.00
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	2,500.00	0.00	0.00	2,500.00	0.00
101-000-693-100	INSURANCE REFUND	6,000.00	6,017.45	0.00	(17.45)	100.29
101-000-693-200	BENCH/TABLE - RESIDENT PURCHASE	3,000.00	3,495.87	0.00	(495.87)	116.53
101-000-693-300	MISC. REFUND	0.00	177.19	0.00	(177.19)	100.00
101-000-693-400	MISC DONATIONS	1,000.00	0.00	0.00	1,000.00	0.00
101-000-694-000	MISC REVENUE	1,500.00	25,604.14	0.00	(24,104.14)	1,706.94
101-000-694-001	PARKS AND REC DONATIONS	0.00	2,047.13	0.00	(2,047.13)	100.00
101-000-696-200	PBT - POLICE REVENUE	600.00	1,685.00	0.00	(1,085.00)	280.83
101-000-699-000	PRIOR YR/ENDING CASH BALANCE	340,000.00	0.00	0.00	340,000.00	0.00
Total Dept 000		1,569,425.00	1,244,119.19	0.00	325,305.81	79.27
TOTAL REVENUES		1,569,425.00	1,244,119.19	0.00	325,305.81	79.27
Expenditures						
Dept 694 - PARKS & RECREATION						
101-694-757-000	SUPPLIES	350.00	113.97	0.00	236.03	32.56
101-694-818-000	CONTRACTUAL/PROF SVCS	2,500.00	1,650.00	0.00	850.00	66.00
101-694-864-000	TRAINING/CONFERENCES	500.00	0.00	0.00	500.00	0.00
101-694-880-000	RECREATION PROGRAMMING/FUNDRAISING	2,000.00	188.00	0.00	1,812.00	9.40
101-694-956-000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
101-694-970-000	CAPITAL OUTLAY	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 694 - PARKS & RECREATION		9,550.00	1,951.97	0.00	7,598.03	20.44
TOTAL EXPENDITURES		9,550.00	1,951.97	0.00	7,598.03	20.44

PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	1,569,425.00	1,244,119.19	0.00	325,305.81	79.27
	TOTAL EXPENDITURES	9,550.00	1,951.97	0.00	7,598.03	20.44
	NET OF REVENUES & EXPENDITURES	1,559,875.00	1,242,167.22	0.00	317,707.78	79.63

PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 401 - GENERAL CAPITAL						
Revenues						
Dept 000						
401-000-487-100	METRO FEE	8,000.00	8,045.00	0.00	(45.00)	100.56
401-000-488-000	CABLE FRANCHISE FEES	25,000.00	30,555.96	0.00	(5,555.96)	122.22
401-000-672-000	INTEREST	400.00	170.89	0.00	229.11	42.72
401-000-680-050	S.A. 2011-1 PRINCIPAL	547.00	0.00	0.00	547.00	0.00
401-000-680-100	S.A. 2011-1 INTEREST	35.00	0.00	0.00	35.00	0.00
401-000-681-000	S.A. 2011-2 PRINCIPAL	717.00	0.00	0.00	717.00	0.00
401-000-681-100	S.A. 2011-2 INTEREST	33.00	0.00	0.00	33.00	0.00
401-000-691-104	FROM/GEN/101/POLICE VEHICLE	12,000.00	0.00	0.00	12,000.00	0.00
401-000-697-400	LIONS CLUB DONATION	0.00	4,000.00	0.00	(4,000.00)	100.00
401-000-699-000	PRIOR YR/ENDING CASH BALANCE	260,000.00	0.00	0.00	260,000.00	0.00
Total Dept 000		306,732.00	42,771.85	0.00	263,960.15	13.94
TOTAL REVENUES		306,732.00	42,771.85	0.00	263,960.15	13.94
Expenditures						
Dept 958 - CAPITAL FUND EXPENSES						
401-958-958-000	CAP/OUTLAY/PICNIC TABLES	0.00	5,209.42	0.00	(5,209.42)	100.00
401-958-971-000	SIDEWALK CONST/REPAIR/REMOVAL	55,000.00	0.00	0.00	55,000.00	0.00
401-958-972-000	BATHROOM MEMORIAL PARK/REPAIR	4,000.00	0.00	0.00	4,000.00	0.00
401-958-973-300	BASKETBALL COURTS	9,000.00	7,446.00	0.00	1,554.00	82.73
401-958-975-100	TENNIS & PICKLEBALL COURT REPAIRS	31,000.00	16,359.00	0.00	14,641.00	52.77
401-958-978-799	DPW GARAGE UPGRADES	55,000.00	33,235.45	0.00	21,764.55	60.43
401-958-978-802	DAM BEACH BATHROOM	100,000.00	73,319.33	0.00	26,680.67	73.32
Total Dept 958 - CAPITAL FUND EXPENSES		254,000.00	135,569.20	0.00	118,430.80	53.37
TOTAL EXPENDITURES		254,000.00	135,569.20	0.00	118,430.80	53.37
Fund 401 - GENERAL CAPITAL :						
TOTAL REVENUES		306,732.00	42,771.85	0.00	263,960.15	13.94
TOTAL EXPENDITURES		254,000.00	135,569.20	0.00	118,430.80	53.37
NET OF REVENUES & EXPENDITURES		52,732.00	(92,797.35)	0.00	145,529.35	175.98
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		1,876,157.00	1,286,891.04	0.00	589,265.96	68.59
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		263,550.00	137,521.17	0.00	126,028.83	52.18
NET OF REVENUES & EXPENDITURES						
NET OF REVENUES & EXPENDITURES		1,612,607.00	1,149,369.87	0.00	463,237.13	71.27



**CORRESPONDENCE**

PO BOX 323 | 212 River St  
Elk Rapids, MI 49629  
info@paddleantrim.com  
www.paddleantrim.com  
231-492-0171

November 26, 2019

Village of Elk Rapids  
PO Box 398  
Elk Rapids, MI 49629-0398

Dear Village of Elk Rapids,

I can't thank you enough for your contribution of \$650 received on November 25, 2019 professional services in the design of Rotary Park. We appreciate your support to make the vision of an accessible and well-marked water trail connecting villages, parks, and natural areas through the Chain of Lakes a reality and enhancing Rotary Park.

Again, thank you for your contribution.

Warmest Regards,

Deana Jerdee, Executive Director

*No goods or services were provided in exchange for this donation, which may be tax deductible as provided by law. Paddle Antrim is a recognized 501(c)3 organization in accordance with the Internal Revenue Code. EIN#:47-1402648*

Protecting our water resources by using paddle sports to  
connect people to our waterways.