

**AGENDA**  
**PARKS AND RECREATION COMMISSION**  
**September 3 @ 7 PM**  
**VIA ZOOM**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – August 6, 2020
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 —
  - A. Review of Parks and Recreation Commission 2020 annual report and discussion of 2020-2021 goals
  - B. Review Parks and Recreation Commission 2020 budget
6. New Business
  - a. Trees at Memorial Park River
  - b. Hand rails and steps at Memorial Park
7. Correspondence --
8. Reports – Council Liaison, Other Members
9. Next Meeting – October 1, 2020
10. Adjournment

**Minutes**  
**Village of Elk Rapids**  
**Parks & Recreation Commission**  
**August 6, 2020**

Present: James Dake, Charlie Pryde, Gordon Stewart, Melissa West, Kwin Morris, Paula Moyer, Caroline Kennedy. Mike Conrad excused

**MOTION** by **Moyer**, **SECOND** by **Morris** to approve the Agenda.  
All those present voting yes. **MOTION CARRIED.**

**MOTION** by **West**, **SECOND** by **Moyer** to approve June 4, 2020 minutes.  
All those present voting yes. **MOTION CARRIED.**

**CITIZEN COMMENTS:** None

**UNFINISHED BUSINESS:**

A. **Norte Update:** Lauren Dake. Norte Elk Rapids, requested the Commission's perspective on Elk Rapids location for a Norte Bike Shed. After discussion of a number of possible options Ms Dake and the Commission agreed on an optimal location — **Motion** by Morris **Second** by Moyer to recommend to Village Council "To support Norte Elk Rapids, the Parks and Recreation committee recommends the new Elk Rapids bike shed be located on private property (compliant with zoning requirements) ultimately to be located at Rotary park pending support by the Rotary club and Elk Rapids village council. All present voted voted yes. **MOTION CARRIED**

B. **Update Paddle Antrim** —Deana Jerdee, Executive Director Paddle Antrim, provided the Commission with an update on citizens comments regarding Paddle Antrim's proposed all access Kayak put-in to be located at Rotary Park. Additionally, Ms. Jerdee indicated Paddle Antrim's support for co-locating the Norte Bike Shed at the Kayak put-in.

C. Discussion of Parks and Recreation 2020-2021 goals — The discussion of Parks and Recreation Commission goals was rescheduled to be the top agenda item for the September 3, commission meeting

**CORRESPONDENCE:** None

**REPORTS:** Melissa West reported several trees at Memorial Park required removal due to high water and weather damage. Ms. West also reported the Short Term Rental ordinance was getting closer to being approved.

**OTHER:** **Gordon Stewart** noted to the Commission that the following day was Purple Heart day which is observed each year to remember and honor the brave men and women who were either wounded on the battlefield, or paid the ultimate sacrifice with their lives. Mr. Stewart also noted he has been the recipient of two awards. The Commission is humbled by Mr. Stewart's service and honored by his presence on the Commission.

**MOTION** by **Stewart**, second by **WEST** to adjourn the meeting at 9:02 P.M. All those present voting yes.  
**MOTION CARRIED.**

User: LORI

PERIOD ENDING 08/31/2020

DB: Elk Rapids

| GL NUMBER                           | DESCRIPTION                        | 2020-21<br>AMENDED BUDGET | YTD BALANCE<br>08/31/2020 | ACTIVITY FOR<br>MONTH<br>08/31/2020 | AVAILABLE<br>BALANCE | % BDGT<br>USED |
|-------------------------------------|------------------------------------|---------------------------|---------------------------|-------------------------------------|----------------------|----------------|
| Fund 101 - GENERAL FUND             |                                    |                           |                           |                                     |                      |                |
| Expenditures                        |                                    |                           |                           |                                     |                      |                |
| Dept 694 - PARKS & RECREATION       |                                    |                           |                           |                                     |                      |                |
| 101-694-700-000                     | WAGES                              | 4,342.00                  | 0.00                      | 0.00                                | 4,342.00             | 0.00           |
| 101-694-715-000                     | SOCIAL SECURITY                    | 332.00                    | 0.00                      | 0.00                                | 332.00               | 0.00           |
| 101-694-716-000                     | HEALTH INSURANCE                   | 936.00                    | 0.00                      | 0.00                                | 936.00               | 0.00           |
| 101-694-718-000                     | RETIREMENT                         | 434.00                    | 0.00                      | 0.00                                | 434.00               | 0.00           |
| 101-694-719-000                     | SICK & ACCIDENT BENEFIT            | 70.00                     | 0.00                      | 0.00                                | 70.00                | 0.00           |
| 101-694-720-000                     | WORKER'S COMP                      | 104.00                    | 19.00                     | 0.00                                | 85.00                | 18.27          |
| 101-694-757-000                     | SUPPLIES                           | 350.00                    | 110.63                    | 0.00                                | 239.37               | 31.61          |
| 101-694-818-000                     | CONTRACTUAL/PROF SVCS              | 3,500.00                  | 0.00                      | 0.00                                | 3,500.00             | 0.00           |
| 101-694-864-000                     | TRAINING/CONFERENCES               | 500.00                    | 0.00                      | 0.00                                | 500.00               | 0.00           |
| 101-694-880-000                     | RECREATION PROGRAMMING/FUNDRAISING | 1,500.00                  | 0.00                      | 0.00                                | 1,500.00             | 0.00           |
| 101-694-956-000                     | MISCELLANEOUS                      | 200.00                    | 0.00                      | 0.00                                | 200.00               | 0.00           |
| 101-694-970-000                     | CAPITAL OUTLAY                     | 5,000.00                  | 0.00                      | 0.00                                | 5,000.00             | 0.00           |
| 101-694-970-350                     | TRAIL PROJECTS                     | 2,500.00                  | 0.00                      | 0.00                                | 2,500.00             | 0.00           |
| Total Dept 694 - PARKS & RECREATION |                                    | 19,768.00                 | 129.63                    | 0.00                                | 19,638.37            | 0.66           |
| TOTAL EXPENDITURES                  |                                    | 19,768.00                 | 129.63                    | 0.00                                | 19,638.37            | 0.66           |
| Fund 101 - GENERAL FUND:            |                                    |                           |                           |                                     |                      |                |
| TOTAL REVENUES                      |                                    | 0.00                      | 0.00                      | 0.00                                | 0.00                 | 0.00           |
| TOTAL EXPENDITURES                  |                                    | 19,768.00                 | 129.63                    | 0.00                                | 19,638.37            | 0.66           |
| NET OF REVENUES & EXPENDITURES      |                                    | (19,768.00)               | (129.63)                  | 0.00                                | (19,638.37)          | 0.66           |