

**AGENDA**  
**PARKS AND RECREATION COMMISSION**  
**March 4 @ 7:00 PM**  
***Meeting on Zoom***

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – February 4, 2021 & Special Meeting Minutes February 25
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. New Business
  - A. Spring into SummER Event
  - B. Other Possible Future Event Ideas
6. Unfinished Business Updates
  - A. Budget Discussion
7. Correspondence --
8. Reports –Council Liaison, Other Members
9. Next Meeting – April 1, 2021—
10. Adjournment

**Parks and Recreation Commission**

**March 4, 2021**

**ZOOM INSTRUCTIONS**

You are invited to a Zoom webinar.

When: Mar 4, 2021 07:00 PM Eastern Time (US and Canada)

Topic: Parks & Recreation Meeting

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/87315305149?pwd=UU9rcUFJVWQ4R1J0Sk50VFR0WVhyUT09>

Passcode: 560587

Or iPhone one-tap :

US: +16465588656,,87315305149# or  
+13017158592,,87315305149#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799 or  
+1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799

Webinar ID: 873 1530 5149

International numbers available:

<https://us02web.zoom.us/j/kbtdxDBJgJ>

**Minutes  
Village of Elk Rapids  
Parks & Recreation Commission  
February 4, 2021**

**Present:**

James Dake, Mike Conrad, Kwin Morris, Charlie Pryde, Gordon Stewart, Melissa West

Not present: Paula Moyer

**Staff:** Village Manager Bill Cooper.

**Dake** calls meeting to order.

**MOTION** to approve agenda by Pryde. Second by West. **MOTION CARRIED.**

**MOTION** by **West** to approve January minutes. Second by **Morris**. **MOTION CARRIED**

**CITIZEN COMMENTS:** n/a

**NEW BUSINESS:** n/a

**UNFINISHED BUSINESS:**

A. Deana Jerdee - Rotary Park Update: Sharing cost estimates for final design. Grant opportunities discussed for funding. Next steps: Village to decide whether/how to proceed with the plan. Village funding is not necessarily required.

**MOTION** by Pryde: Parks and Recreation Board approves the final design and wishes to move forward. **SECOND** by Morris. **MOTION CARRIED**

B. Ice Rink Updates: Snow removal was discussed. Outreach to Blackmore Property Maintenance on snow removal may be needed. PR commissioners volunteer to clear rink after upcoming snow storm.

Pryde: Ice Rink was discussed with DPW. Can our designated warming tent money be set in the General Capital fund and carry over to next year? Pryde to discuss with Village Manager(s) tomorrow and update commission if a special meeting is needed to allocate funds before Feb. 28.

Melissa West: Proposing the idea of a weekend event in May that Parks and Rec could facilitate a community activity. Various ideas discussed.

**MOTION** by West to support planning a community event May 22 weekend with outreach to

other commissions and local businesses. Second by Morris. **MOTION CARRIED.**

West to communicate idea to Council and look into quotes from local musicians who may perform. Other members to brainstorm ideas and work on correspondence with West.

Reports: Pryde: Council did not support OPA race. Budget was approved. Council approved PR budget as requested. Charging Stations were approved. Dake notes xc ski course on golf course.

Correspondence -- n/a

**MOTION** by Stewart to Adjourn. Second by Morris. Meeting adjourned.

**Minutes  
Village of Elk Rapids  
Parks & Recreation Commission Special Meeting  
February 25, 2021**

Present:

James Dake, Mike Conrad, Charlie Pryde, Gordon Stewart, Melissa West, Paula Moyer

Staff: Village Manager Brian Gruesbeck.

**Dake** calls meeting to order.

**MOTION** to approve agenda by West. Second by Moyer. **MOTION CARRIED.**

**CITIZEN COMMENTS:** n/a

**NEW BUSINESS:** Need to spend budgetary funds before they expire. Melissa West: researched event planners for Spring Into SummER event. Would like to hire Jen Wilson, local event planner. West has spoken to a lot of people and believes Jen is a good fit for a community event. \$3500 would be her fee.

**MOTION** by Pryde to hire Jen Wilson to plan the event. Second by West. **MOTION CARRIED.**

West: Suggests using Everydoor Direct Mail to promote the event.

**MOTION** by Pryde to approve spending \$1500 or less of 2021 promotional budget on Everydoor Direct Mail. Second by West. **MOTION CARRIED.**

**UNFINISHED BUSINESS:** n/a

**MOTION** by West to Adjourn. Second by Morris. Meeting adjourned.

User: LORI

DB: Elk Rapids

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2021	ACTIVITY FOR MONTH 03/31/2021	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 694 - PARKS & RECREATION						
101-694-700-000	WAGES	4,241.00	0.00	0.00	4,241.00	0.00
101-694-715-000	SOCIAL SECURITY	324.00	0.00	0.00	324.00	0.00
101-694-716-000	HEALTH INSURANCE	639.00	0.00	0.00	639.00	0.00
101-694-718-000	RETIREMENT	424.00	0.00	0.00	424.00	0.00
101-694-719-000	SICK & ACCIDENT BENEFIT	69.00	0.00	0.00	69.00	0.00
101-694-720-000	WORKER'S COMP	74.00	0.00	0.00	74.00	0.00
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
101-694-956-000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
101-694-970-350	TRAIL PROJECTS	2,500.00	0.00	0.00	2,500.00	0.00
101-694-977-500	TO/GEN CAP/401/P&R PROJECTS	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 694 - PARKS & RECREATION		17,471.00	0.00	0.00	17,471.00	0.00
TOTAL EXPENDITURES		17,471.00	0.00	0.00	17,471.00	0.00
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		17,471.00	0.00	0.00	17,471.00	0.00
NET OF REVENUES & EXPENDITURES		(17,471.00)	0.00	0.00	(17,471.00)	0.00

## CORRESPONDENCE

**From:** Dianne Richter <[rich253@charter.net](mailto:rich253@charter.net)>  
**Sent:** Sunday, February 14, 2021 1:44 PM  
**To:** James Dake <[JDake@elkrapids.org](mailto:JDake@elkrapids.org)>  
**Subject:** Regards: Parks and Rec event

James,

Melissa asked that I email

Thus idea to you, so here goes:

It could be an annual event. Start small and grow the event. It would be possibly called: Paddle, Bike and Hike.

Take a paddle in Elk Lake, circle around and hop on your bike in Rotary Park or by the restaurant, bike (close underpass for a time) under the highway and up N Bayshore, hike around the Preserve(both sides of road) and bike back to Elk River Landing where there would be a celebration. Of course, other routes would need to be considered pro and con but I think it's an idea worth exploring!

Happy  Day!

Dianne Richter

Sent from my iPhone