

GRAND LEDGE PARKS AND RECREATION COMMISSION
310 GREENWOOD ST.
GRAND LEDGE MI 48837
(517) 627-2149

PARKS AND RECREATION COMMISSION MINUTES – REGULAR MEETING
THURSDAY, APRIL 23, 2015
7:00 PM
COUNCIL CHAMBERS, CITY HALL
310 GREENWOOD ST.

I. CALL TO ORDER – 7:00 p.m.

- II. ROLL CALL** – Chair David Smith; and Commissioners Matthew Dale, Marvin Hummel, Ruthann Jaquette, Rachel Kuntzsch, Kim Mulvenna, Christine Richardson-Beagle, and Jodie Willobee
– Absent – Commissioner Chuck Mills
OTHERS PRESENT – City Administrator Adam Smith, City Council Liaison Rick Lantz, and Street Supervisor Chad Brunton

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF AGENDA

MOTION BY COMMISSIONER JAQUETTE FOR APPROVAL OF AGENDA, SECONDED BY COMMISSIONER WILLOBEE, WITH UNANIMOUS APPROVAL.

V. APPROVAL OF FEBRUARY 26, 2015 MINUTES

MOTION BY COMMISSIONER DALE TO APPROVE THE THURSDAY, FEBRUARY 26, 2015 MINUTES, SECONDED BY COMMISSIONER HUMMEL, WITH UNANIMOUS APPROVAL.

VI. PUBLIC COMMENT

VII. STAFF REPORTS

A. Monthly Revenue and Expense Report

City Administrator Smith explained staff will provide monthly year-to-date revenue and expense reports to the Commission.

Commissioner Jaquette requested the report reflect the anticipated balance and the available funding amount.

B. Risk Avoidance Program Application – Fitzgerald Field Bleacher Improvements

City Administrator Smith discussed a Risk Avoidance Program matching grant for Fitzgerald Field bleacher improvements and mentioned the \$5,000 match will come from the Parks and Recreation Fund.

C. Michigan Department of Transportation 2015 “Training Wheels”

City Administrator Smith updated the Commission on the Michigan Department of Transportation 2015 “Training Wheels” opportunity, mentioned there are currently fifteen individuals signed up with a twenty-five maximum, asked for participation from the Commission, and commented attention and interest should be placed on: safe routes to schools, and signage for trails, bike lanes, and the end of the wide walk at Timber Creek Dr.

Street Supervisor Brunton requested Commissioner Willobee arrange for bike racks in front of City Hall for this event.

Commissioners Jaquette and Smith agreed to consider participating in this event.

D. Michigan Natural Resources Trust Fund (MNRTF) – Public Act 7 of 2015

City Administrator Smith informed the Commission the City has received the grant funds from the Michigan Natural Resources Trust Fund and the City Council will vote at its next meeting, and reported he has requested names from the State of Michigan of appraisers to prepare bids for this project.

The Commission discussed the subject property.

E. Staff Liaison Appointment – Street Supervisor Chad Brunton

City Administrator Smith appointed Street Supervisor Brunton as Staff Liaison to the Commission.

F. Michigan Natural Resources Trust Fund Grant Application Proposal for Land Acquisition – Parcel 400-078-002-961-11 (605 W. Front St. – Oak Park Expansion)

City Administrator Smith informed the Commission of the \$18,000 Michigan Natural Resources Trust Fund grant application proposal for land acquisition, explained the \$65,000 proposed total project amount, and mentioned the estimated two-year timeframe for completion.

VIII. OLD BUSINESS

A. 2015 RECREATIONAL PROGRAMMING

City Administrator Smith reported he met with the Grand Ledge Public Schools Superintendent and Athletic Director to develop a written proposal for a \$50,000 commitment for a two-year term.

The Commission discussed the possibility of inviting the Grand Ledge Public Schools Superintendent and Athletic Director to speak at the next regular meeting.

IX. NEW BUSINESS

A. FISCAL YEAR 2016 FEE SCHEDULE RECOMMENDATION

City Administrator Smith reviewed the Fiscal Year 2016 Fee Schedule recommendations, explained the research on other comparable facilities, and mentioned the rental forms for City facilities.

MOTION BY COMMISSION MULVENNA, TO RECOMMEND TO THE GRAND LEDGE CITY COUNCIL THE FISCAL YEAR 2016 FEE SCHEDULE, AS FOLLOWS: PONY/COLT BASEBALL - \$____, CITY HALL GYMNASIUM RENTAL - \$30, GYMNASTICS - \$60 & \$70, SECONDED BY COMMISSION HUMMEL, WITH UNANIMOUS APPROVAL.

X. PUBLIC COMMENT

XI. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Hummel commented he is helping the Seniors Group move from the Scout Building to City Hall before June 30, 2015.

Street Supervisor Brunton advised the Commission he wishes to have the Scout Building vacated by June 30, 2015 and mentioned he and Commissioner Hummel will inspect the Scout Building next week.

Commissioner Kuntzsch commented the City has to move forward in documentation of all fee schedule contracts.

XII. ADJOURNMENT

MOTION BY CHAIR SMITH FOR ADJOURNMENT, AT 8:12 P.M., SECONDED BY COMMISSIONER RICHARDSON-BEAGLE, WITH UNANIMOUS APPROVAL.

Christine Richardson-Beagle, Secretary

David Smith, Chair

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