



**PARKS AND RECREATION COMMISSION  
SEPTEMBER 24, 2015 – 7:00 P.M.  
COUNCIL CHAMBERS, CITY HALL**

- I. CALL TO ORDER/TAKING OF ROLL/PLEDGE OF ALLEGIANCE**
- II. APPROVAL OF AGENDA**
- III. COMMISSION MINUTES**
  - A. Approval of the regular minutes for July 23, 2015
- IV. PUBLIC COMMENT**
- V. STAFF REPORTS**
  - A. Monthly Revenue/Expense Report and Balance Sheet
  - B. Rounds Property Update
  - C. Flag Football Participation
  - D. Community Recreation Agreement
  - E. RFP for Rounds and Scout Building
- VI. OLD BUSINESS**
- VII. NEW BUSINESS**
  - a. Eaton County Parks Master Plan
- VIII. PUBLIC COMMENT**
- IX. COMMISSION COMMENTS**
- X. ADJOURNMENT**

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

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

**I. CALL TO ORDER – 7:00 p.m.**

**ROLL CALL** – Chair David Smith; Vice-Chair Rachel Kuntzsch; Commissioners Matthew Dale, Marvin Hummel, Kim Mulvenna, Ruthann Jaquette, Christine Richardson-Beagle, and Jodie Willobee

**Absent** – Chuck Mills

**OTHERS PRESENT** – City Council member Rick Lantz, Street Supervisor Chad Brunton, and Grand Ledge High School Athletic Director Steve Baker

**II. APPROVAL OF AGENDA**

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

**III. APPROVAL OF JUNE 25, 2015 COMMISSION MINUTES**

MOTION TO APPROVE THURSDAY, JUNE 25, 2015 MINUTES, WITH STREET SUPERVISOR CHAD BRUNTON'S STAFF REPORT'S COMMENTS ON THE DUCK FEEDERS AMENDED TO READ "THE INSTALLATION OF THE DUCK FEEDERS WILL BE IN VIOLATION OF THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) STORM WATER ARTICLE," MADE BY COMMISSIONER MULVENNA, SECONDED BY COMMISSIONER HUMMEL, WITH UNANIMOUS APPROVAL.

**IV. Public Comment**

Sandy Keller, W. Front St., requested an update on Oak Park.

Eaton County Park Director Clay Summers introduced himself to the Commission and reported he is hiring new staff to cover the Eaton County Parks Office and work with Resource Recovery.

**V. STAFF REPORTS**

**A. Monthly Revenue/Expense Report and Balance Sheet**

The Commission discussed the Monthly Revenue/Expense Report and Balance Sheet.

**VI. OLD BUSINESS**

**A. Grand Ledge Public School Community Recreation Proposal – Athletic Director Steve Baker**

The Commission discussed on-line registration and payment, the anticipated January 2016 timeframe to begin in time for spring programs, the assurance a hired employee would work only on community recreation programs, the promotion of

adult programs such as fitness, Zumba, cooking classes, nutrition, and computer classes, an annual report of program numbers and participation, the costs to fund the staff position, purchase needed items to run the programs successfully, and purchase new equipment when needed, the possibility of scholarships, and “no tryout” teams.

MOTION TO RECOMMEND THE CITY COUNCIL APPROVE THE GRAND LEDGE PUBLIC SCHOOL COMMUNITY RECREATION PROGRAM PROPOSAL MADE BY COMMISSIONER KUNTZSCH, SECONDED BY HUMMEL, WITH UNANIMOUS APPROVAL.

**VII. NEW BUSINESS**

**VIII. PUBLIC COMMENT**

**IX. COMMUNICATIONS FROM COMMISSIONERS**

Commissioner Mulvenna thanked Clay Summers and Steve Baker for their work and dedication.

**X. ADJOURNMENT**

MOTION TO ADJOURN THE THURSDAY, JULY 23, 2015, REGULAR PARKS AND RECREATION COMMISSION MEETING, AT 7:37 P.M. MADE BY CHAIR SMITH, SECONDED BY COMMISSIONER RICHARDSON-BEAGLE, WITH UNANIMOUS APPROVAL.

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Christine Richardson-Beagle, Secretary

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David Smith, Chair

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REVENUE/EXPENDITURE REPORT

City of Grand Ledge

For the Period: 7/1/2015 to 8/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal%	Bud
<b>Fund: 208 - PARKS &amp; RECREATION FUND</b>							
<b>Revenues</b>							
Dept: 750.752 ADMINISTRATION							
402.000 CURRENT PROPERTY TAXES	144,615.00	144,615.00	0.00	0.00	0.00	144,615.00	0.0
444.000 PILOT - PAY IN LIEU OF TAX	400.00	400.00	0.00	0.00	0.00	400.00	0.0
628.000 OPERATIONAL REVENUES	250.00	250.00	66.00	66.00	0.00	184.00	26.4
665.001 INTEREST	100.00	100.00	21.07	9.58	0.00	78.93	21.1
674.002 LOCAL GRANTS	0.00	0.00	5,000.00	5,000.00	0.00	-5,000.00	0.0
<b>ADMINISTRATION</b>	<b>145,365.00</b>	<b>145,365.00</b>	<b>5,087.07</b>	<b>5,075.58</b>	<b>0.00</b>	<b>140,277.93</b>	<b>3.5</b>
Dept: 750.801 RECREATION							
601.001 FEES	15,000.00	15,000.00	9,949.61	3,657.71	0.00	5,050.39	66.3
602.002 GRAND ADVENTURE RACE	10,500.00	10,500.00	6,416.63	5,004.93	0.00	4,083.37	61.1
<b>RECREATION</b>	<b>25,500.00</b>	<b>25,500.00</b>	<b>16,366.24</b>	<b>8,662.64</b>	<b>0.00</b>	<b>9,133.76</b>	<b>64.2</b>
Dept: 750.902 PARKS AND BUILDINGS							
667.000 RENTALS	6,500.00	6,500.00	480.00	280.00	0.00	6,020.00	7.4
<b>PARKS AND BUILDINGS</b>	<b>6,500.00</b>	<b>6,500.00</b>	<b>480.00</b>	<b>280.00</b>	<b>0.00</b>	<b>6,020.00</b>	<b>7.4</b>
<b>Revenues</b>	<b>177,365.00</b>	<b>177,365.00</b>	<b>21,933.31</b>	<b>14,018.22</b>	<b>0.00</b>	<b>155,431.69</b>	<b>12.4</b>
<b>Expenditures</b>							
Dept: 750.752 ADMINISTRATION							
703.000 SALARIES/WAGES	4,202.00	4,202.00	1,116.67	677.98	0.00	3,085.33	26.6
719.000 FRINGE BENEFITS	2,016.00	2,016.00	92.20	50.71	0.00	1,923.80	4.6
840.000 INSURANCE	1,695.00	1,695.00	830.49	0.00	0.00	864.51	49.0
933.000 IT	2,750.00	2,750.00	0.00	0.00	0.00	2,750.00	0.0
997.101 INDIRECT COST CHARGES	21,004.00	21,004.00	0.00	0.00	0.00	21,004.00	0.0
<b>ADMINISTRATION</b>	<b>31,667.00</b>	<b>31,667.00</b>	<b>2,039.36</b>	<b>728.69</b>	<b>0.00</b>	<b>29,627.64</b>	<b>6.4</b>
Dept: 750.801 RECREATION							
703.000 SALARIES/WAGES	15,000.00	15,000.00	8,042.01	374.90	0.00	6,957.99	53.6
719.000 FRINGE BENEFITS	1,554.00	1,554.00	818.28	28.68	0.00	735.72	52.7
731.002 GRAND ADVENTURE RACE	6,000.00	6,000.00	243.00	243.00	0.00	5,757.00	4.1
741.000 OPERATING SUPPLIES	4,000.00	4,000.00	2,084.50	0.00	0.00	1,915.50	52.1
811.000 CONTRACTUAL	2,000.00	2,000.00	290.00	0.00	0.00	1,710.00	14.5
900.000 PRINTING/PUBLISHING	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>RECREATION</b>	<b>29,554.00</b>	<b>29,554.00</b>	<b>11,477.79</b>	<b>646.58</b>	<b>0.00</b>	<b>18,076.21</b>	<b>38.8</b>
Dept: 750.902 PARKS AND BUILDINGS							
703.000 SALARIES/WAGES	17,850.00	17,850.00	3,727.06	2,280.41	0.00	14,122.94	20.9
703.100 OVERTIME	102.00	102.00	73.47	73.47	0.00	28.53	72.0
719.000 FRINGE BENEFITS	8,610.00	8,610.00	532.90	179.52	0.00	8,077.10	6.2
741.000 OPERATING SUPPLIES	750.00	750.00	0.00	0.00	0.00	750.00	0.0
776.000 MAINTENANCE SUPPLIES	22,600.00	22,600.00	50.98	17.43	0.00	22,549.02	0.2
803.000 TRASH REMOVAL	750.00	750.00	96.42	96.42	0.00	653.58	12.9
811.000 CONTRACTUAL	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
853.000 TELEPHONE/INTERNET	300.00	300.00	0.00	0.00	0.00	300.00	0.0
921.000 UTILITIES	7,500.00	7,500.00	470.94	470.94	0.00	7,029.06	6.3
931.000 BUILDING MAINTENANCE	1,500.00	1,500.00	77.06	77.06	0.00	1,422.94	5.1
940.000 EQUIPMENT RENTAL	25,500.00	25,500.00	0.00	0.00	0.00	25,500.00	0.0
999.397 TRANSFER TO ISLAND DEBT FUND	22,808.00	22,808.00	0.00	0.00	0.00	22,808.00	0.0
<b>PARKS AND BUILDINGS</b>	<b>113,270.00</b>	<b>113,270.00</b>	<b>5,028.83</b>	<b>3,195.25</b>	<b>0.00</b>	<b>108,241.17</b>	<b>4.4</b>
<b>Expenditures</b>	<b>174,491.00</b>	<b>174,491.00</b>	<b>18,545.98</b>	<b>4,570.52</b>	<b>0.00</b>	<b>155,945.02</b>	<b>10.6</b>
<b>Net Effect for PARKS &amp; RECREATION FUND</b>	<b>2,874.00</b>	<b>2,874.00</b>	<b>3,387.33</b>	<b>9,447.70</b>	<b>0.00</b>	<b>-513.33</b>	<b>117.9</b>
Change in Fund			3,387.33				

REVENUE/EXPENDITURE REPORT

City of Grand Ledge

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For the Period: 7/1/2015 to 8/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Grand Total Net	2,874.00	2,874.00	3,387.33	9,447.70	0.00	-513.33	

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BALANCE SHEET

City of Grand Ledge

As of: 8/31/2015

Balances

Fund: 208 - PARKS & RECREATION FUND

Assets

001.000 CASH	55,650.12
027.000 TAXES RECEIVABLE-PERSONAL	631.05

Total Assets 56,281.17

Liabilities

255.000 PARKS & REC CUSTOMER DEPOSITS	700.00
339.000 DEFERRED INFLOW	631.05

Total Liabilities 1,331.05

Reserves/Balances

390.000 FUND BALANCE	51,562.79
398.000 CHANGES IN FUND BALANCE	3,387.33

Total Reserves/Balances 54,950.12

Total Liabilities & Balances 56,281.17



Kalmin D. Smith – Mayor | Adam R. Smith – City Administrator

Public Service • 310 Greenwood St. • Grand Ledge MI 48837  
Ph: 517.627.2144 • Fax: 517.622.3684 • [www.grand-ledge.com](http://www.grand-ledge.com)

Date: September 23, 2015

To: Chad Brunton

From: Amy Wynalda

RE: Football Participation 2015

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2015 Participants = 173

2015 Total Teams = 18

2014 Participants = 375

2014 Total Teams = 22

**REQUEST FOR PROPOSALS  
FOR  
STRUCTURAL REMOVAL  
CITY OF GRAND LEDGE**

Proposals for the Removal of Structures will be received by the City of Grand Ledge at City Hall, 310 Greenwood St. Grand Ledge, Michigan, until 3:00 p.m. local time, Friday, October 2, 2015.

Proposals may identify the City as either the payee or payor for structure removal (i.e. sale of structure vs. demolition cost). The principal items of proposal consist of the following:

Site #1

- House and garage removal located at 603 E. River St. (i.e. move, relocate, demolish)
- Foundation demolition and removal located at 603 E. River St.
- Restoration and grading of all areas distributed by house, garage, and foundation removal

and/or

Site #2 (adjacent to Site #1)

- Single story building removal located at 525 E. River St. (i.e. move, relocate, demolish)
- Foundation demolition and removal located at 525 E. River St.
- Restoration and grading of all areas distributed by building and foundation removal

The intent of the City of Grand Ledge is to award no more than one (1) Contract per site. The successful Bidder will be required to furnish bonds and insurance as requested. The City of Grand Ledge reserves the right to accept any Proposal, to reject any or all Proposals, or to waive formalities in the best interest of the City.



# Eaton County Parks

A MEMORABLE OUTDOOR EXPERIENCE

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September 8, 2015

PRESS RELEASE

FOR IMMEDIATE RELEASE

## **EATON COUNTY PARKS MASTER PLAN PUBLIC VIEWING**

The Eaton County Parks and Recreation Master Plan will be available for Public Viewing and Comment from 8 a.m. to 5 p.m. Monday through Friday at the Eaton County Clerk's office (1045 Independence Dr. Charlotte, Mi.48813) and the Eaton County Parks office (133 Fitzgerald Park Dr. Grand Ledge Mi. 48837) starting September 14 – October 13, 2015. The plan is also available on the Eaton County webpage at [www.eatoncounty.org](http://www.eatoncounty.org) and the Eaton County Parks and Recreation webpage at [www.eatoncountyparks.org](http://www.eatoncountyparks.org). The plan will be open for public review and comment for 30 days.

A public hearing to discuss updates and changes to the plan will be held at the Eaton County Parks Commission meeting on Wednesday, November 4, 2015 at 6:00 p.m. at the Lincoln Brick Park Interpretive Center (13991 Tallman Rd., Grand Ledge, Mi. 48837).

The Eaton County Parks Commission invites all county residents to attend and share their thoughts and ideas for the future of parks in Eaton County. Residents unable to attend the public hearing may share their ideas by phone (517-627-7351) or email ([parksdept@eatoncounty.org](mailto:parksdept@eatoncounty.org)).

For more information please call the Eaton County Parks office at 517-627-7351.