

PARKS & RECREATION COMMISSION

AGENDA

THURSDAY, JUNE 23, 2016

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
- IV. PUBLIC COMMENT
- V. STAFF REPORTS
 - a. Revenue/Expense Report and Balance Sheet
 - b. Jaycee Boat Launch DNR Approval and Bid Process Update
 - c. River Street Construction Update
- VI. OLD BUSINESS
- VII. NEW BUSINESS
 - a. Draft Goals & Objectives from Spicer (handout)
 - b. Joint Planning Committee Meeting Report
- VIII. PUBLIC COMMENT
- IX. COMMISSION COMMENTS
- X. ADJOURNMENT

**GRAND LEDGE PARKS AND RECREATION COMMISSION
CITY HALL, 310 GREENWOOD STREET
GRAND LEDGE, MI 48837
(517)627-2149**

**GRAND LEDGE PARKS AND RECREATION COMMISSION
MEETING, May 26, 2016
City Hall, Room B-106
7:00 PM**

I. Call to Order – 7:00 PM

Roll Call – Vice-Chair Rachel Kuntzsch, Matthew Dale, Ruthann Jaquette, Christine Richardson-Beagle, Raechel Marks and Michael Doty.

Absent – Chair David Smith, Brody Boucher and Chuck Mills

Others Present – Public Service Director Larry LaHaie, & City Council Member Rick Lantz

II. Approval of Agenda

Moved by Commissioner Jaquette, seconded by Commissioner Dale. Motion carried.

III. Approval of April 28, 2016 Minutes

Moved by Commissioner Dale, seconded by Commissioner Jaquette. Motion carried.

IV. Public Comment

Don Keller spoke on Oak Park's wood chips being delivered and stating that they have been donated for many years in the past. Larry states that there is no problem in getting them delivered to the park.

V. Staff Reports (attached)

A. Revenue/Expense Report and Balance Sheet

Motion to receive reports made by Commissioner Jaquette, seconded by Commissioner Dale, Motion carried.

VI. Old Business

None

VII. New Business

A. Survey Results and Next Steps – Spicer Group, Rob

Discussion. Rob will give us a tweaked condensed version of the survey to review.

B. Placement of City Sign at Well #8, Fieldview Green Space – Larry LaHaie

MOTION

Motion to approve the Placement of a City Sign at Well #8, Fieldview Green Space at the entrance of this property.

Motion made by Commissioner Jaquette, seconded by Commissioner Dale. Motion carried.

VIII. Public Comment

None

A. Commission Comments

Commissioner Michael Doty was welcomed by the Commission.

B. Adjournment: 7:56 pm

Secretary, Christine Richardson-Beagle _____

Co-Chair, Rachel Kuntzsch _____

DRAFT

Fund 208 PARKS & RECREATION FUND

GL Number	Description	Balance
*** Assets ***		
208-000.000-001.000	CASH	38,606.28
208-000.000-027.000	TAXES RECEIVABLE-PERSONAL	631.05
208-000.000-123.000	PREPAID EXPENSES	16,000.00
Total Assets		55,237.33
*** Liabilities ***		
208-000.000-255.000	PARKS & REC CUSTOMER DEPOSITS	1,010.00
208-000.000-339.000	DEFERRED INFLOW	631.05
Total Liabilities		1,641.05
*** Fund Balance ***		
208-000.000-390.000	FUND BALANCE	51,562.79
Total Fund Balance		51,562.79
Beginning Fund Balance		51,562.79
Net of Revenues VS Expenditures		2,033.49
Ending Fund Balance		53,596.28
Total Liabilities And Fund Balance		55,237.33

PERIOD ENDING 05/31/2016

GL NUMBER	DESCRIPTION	2015-16	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	05/31/2016 NORM (ABNORM)	MONTH 05/31/2016 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 208 - PARKS & RECREATION FUND							
Account Type: Revenue							
208-750.752-402.000	CURRENT PROPERTY TAXES	144,615.00	144,615.00	141,381.17	0.00	3,233.83	97.76
208-750.752-403.001	PRIOR YR PROP TAX ADJUSTMENTS	0.00	0.00	(145.86)	(8.07)	145.86	100.00
208-750.752-444.000	PILOT - PAY IN LIEU OF TAX	400.00	400.00	0.00	0.00	400.00	0.00
208-750.752-448.000	DEL PERSONAL PROPERTY TAX	0.00	0.00	189.76	0.00	(189.76)	100.00
208-750.752-628.000	OPERATIONAL REVENUES	250.00	250.00	1,139.00	0.00	(889.00)	455.60
208-750.752-628.001	INSURANCE DIVIDENDS	0.00	0.00	2,351.47	0.00	(2,351.47)	100.00
208-750.752-665.001	INTEREST	100.00	100.00	226.59	11.41	(126.59)	226.59
208-750.752-674.002	LOCAL GRANTS	0.00	0.00	5,000.00	0.00	(5,000.00)	100.00
208-750.801-601.001	FEES	15,000.00	15,000.00	10,154.23	0.00	4,845.77	67.69
208-750.801-602.002	GRAND ADVENTURE RACE	10,500.00	10,500.00	10,522.58	0.00	(22.58)	100.22
208-750.902-667.000	RENTALS	6,500.00	6,500.00	5,287.50	0.00	1,212.50	81.35
208-750.902-673.000	SALE OF FIXED ASSETS	0.00	0.00	380.50	0.00	(380.50)	100.00
Total Revenue:		177,365.00	177,365.00	176,486.94	3.34	878.06	99.50
Account Type: Expenditure							
208-750.752-703.000	SALARIES/WAGES	4,202.00	4,202.00	7,936.70	680.38	(3,734.70)	188.88
208-750.752-719.000	FRINGE BENEFITS	2,016.00	2,016.00	2,947.41	50.89	(931.41)	146.20
208-750.752-811.000	CONTRACTUAL	0.00	0.00	416.50	0.00	(416.50)	100.00
208-750.752-840.000	INSURANCE	1,695.00	1,695.00	1,889.83	0.00	(194.83)	111.49
208-750.752-933.000	IT	2,750.00	2,750.00	0.00	0.00	2,750.00	0.00
208-750.752-957.000	OPERATIONAL EXPENSE	0.00	0.00	521.06	500.00	(521.06)	100.00
208-750.752-997.101	INDIRECT COST CHARGES	21,004.00	21,004.00	21,004.00	0.00	0.00	100.00
208-750.801-703.000	SALARIES/WAGES	15,000.00	15,000.00	10,776.01	40.00	4,223.99	71.84
208-750.801-719.000	FRINGE BENEFITS	1,554.00	1,554.00	1,027.46	3.06	526.54	66.12
208-750.801-731.002	GRAND ADVENTURE RACE	6,000.00	7,600.00	7,726.35	0.00	(126.35)	101.66
208-750.801-741.000	OPERATING SUPPLIES	4,000.00	4,000.00	3,196.25	0.00	803.75	79.91
208-750.801-811.000	CONTRACTUAL	2,000.00	2,000.00	1,311.40	0.00	688.60	65.57
208-750.801-811.006	CONTRACTUAL - GLPS	0.00	0.00	25,000.00	0.00	(25,000.00)	100.00
208-750.801-900.000	PRINTING/PUBLISHING	1,000.00	1,000.00	103.12	0.00	896.88	10.31
208-750.902-703.000	SALARIES/WAGES	17,850.00	17,850.00	11,893.70	419.92	5,956.30	66.63
208-750.902-703.100	OVERTIME	102.00	102.00	622.94	0.00	(520.94)	610.73
208-750.902-719.000	FRINGE BENEFITS	8,610.00	8,610.00	4,911.21	31.86	3,698.79	57.04
208-750.902-741.000	OPERATING SUPPLIES	750.00	750.00	35.98	35.98	714.02	4.80
208-750.902-776.000	MAINTENANCE SUPPLIES	22,600.00	22,600.00	700.29	69.99	21,899.71	3.10
208-750.902-803.000	TRASH REMOVAL	750.00	750.00	446.64	52.62	303.36	59.55
208-750.902-811.000	CONTRACTUAL	5,000.00	5,000.00	5,155.64	0.00	(155.64)	103.11
208-750.902-811.006	CONTRACTUAL - EATON CNTY PARKS	0.00	0.00	16,000.00	16,000.00	(16,000.00)	100.00
208-750.902-853.000	TELEPHONE/INTERNET	300.00	300.00	0.00	0.00	300.00	0.00
208-750.902-921.000	UTILITIES	7,500.00	7,500.00	3,766.81	536.49	3,733.19	50.22
208-750.902-923.000	PROPERTY TAXES & ASSESSMENTS	0.00	0.00	150.00	0.00	(150.00)	100.00
208-750.902-931.000	BUILDING MAINTENANCE	1,500.00	1,500.00	1,343.46	147.11	156.54	89.56
208-750.902-940.000	EQUIPMENT RENTAL	25,500.00	25,500.00	22,762.69	624.22	2,737.31	89.27
Total Expenditure:		151,683.00	153,283.00	151,645.45	19,192.52	1,637.55	98.93
Account Type: Transfers-Out							
208-750.902-999.397	TRANSFER TO ISLAND DEBT FUND	22,808.00	22,808.00	22,808.00	0.00	0.00	100.00
Total Transfers-Out:		22,808.00	22,808.00	22,808.00	0.00	0.00	100.00
Fund 208 - PARKS & RECREATION FUND:							
TOTAL REVENUES		177,365.00	177,365.00	176,486.94	3.34	878.06	99.50
TOTAL EXPENDITURES		174,491.00	176,091.00	174,453.45	19,192.52	1,637.55	99.07
NET OF REVENUES & EXPENDITURES		2,874.00	1,274.00	2,033.49	(19,189.18)	(759.49)	159.61