



Grand Ledge  
Parks and Recreation Commission

**REGULAR MEETING AGENDA**  
**THURSDAY, MARCH 26, 2026 – 7:00 P.M.**  
**COUNCIL CHAMBERS, CITY HALL**  
**310 GREENWOOD ST., GRAND LEDGE, MI 48837**

- I. ROLL CALL OF PARKS AND RECREATION COMMISSION** – Chair Ruthann Jaquette, Vice Chair Teri Langley, Bill Barnes, Chris Klaver, Michael Krombeen, Raechel Marks, Casey McDonnell, Amber Slocum, and Thomas Steinbis
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA**
  - A. Motion** – To approve the Thursday, March 26, 2026, regular Parks and Recreation Commission agenda.
- IV. APPROVAL OF MINUTES**
  - A. Motion** – To approve the Thursday, February 26, 2026, regular Parks and Recreation Commission minutes.
- V. PUBLIC COMMENT**
- VI. COMMITTEE REPORTS – EARTH DAY SUBCOMMITTEE**
- VII. STAFF REPORTS**
  - A.** Monthly Financial Statements
  - B.** Parks Update
    - i. Jaycee Park ADA Observation Platform
    - ii. Ballfield Phase II
    - iii. Ballfield Phase III
    - iv. Mowing contract
- VIII. UNFINISHED BUSINESS**
- IX. NEW BUSINESS**
  - A.** Master Plan
    - i. Stakeholder meeting dates
    - ii. Survey
    - iii. Other Master Plan business

- B. Consider a recommendation to support an Eaton County Parks grant application for the We-Go-Swing at Jaycee Park
- C. Earth Day 2026 -Final preparations

**X. PUBLIC COMMENT**

**XI. COMMISSION COMMENTS**

**XII. ADJOURNMENT**

The meeting will be held in person, per the Open Meetings Act, and will also be live-streamed via Zoom for informational purposes only. The public is invited to attend in person to participate and offer comments. Written comments can also be submitted to the City Clerk at 310 Greenwood St., Grand Ledge MI 48837, or [cityhall@cityofgrandledge.com](mailto:cityhall@cityofgrandledge.com).

Here is the Zoom information for the 26 March 2026 Parks and Recreation Commission agenda:

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/82635411940>

Phone one-tap:

+13092053325,,82635411940#, +13126266799,,82635411940# (Chicago)

Join via audio:

+1 309 205 3325, +1 312 626 6799 (Chicago), +1 646 876 9923 (New York), +1 646 931 3860, +1 301 715 8592 (Washington DC), +1 305 224 1968, +1 669 444 9171, +1 669 900 6833 (San Jose), +1 689 278 1000, +1 719 359 4580, +1 253 205 0468, +1 253 215 8782 (Tacoma), +1 346 248 7799 (Houston), +1 360 209 5623, +1 386 347 5053, +1 408 638 0968 (San Jose), +1 507 473 4847, +1 564 217 2000

Webinar ID: 826 3541 1940

International numbers available: <https://us02web.zoom.us/j/82635411940>

**THE GRAND LEDGE PARKS AND RECREATION COMMISSION WILL HOLD ITS NEXT REGULAR MEETING ON THURSDAY, APRIL 23, 2026, AT 7:00 P.M. IN THE COUNCIL CHAMBERS CITY HALL, 310 GREENWOOD ST., GRAND LEDGE, MICHIGAN.**

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

**PARKS AND RECREATION COMMISSION REGULAR  
MEETING  
February 26, 2026**

Call to Order – 7:00 pm.

**I. Roll Call of Parks and Recreation Commission -**

<b>COMMISSIONERS</b>	<b>PRESENT</b>	<b>ABSENT</b>
Ruthann Jaquette, Chair	X	
Teri Langley, Vice Chair		X
Bill Barnes – Grand Ledge Public Schools	X	
Chris Klaver	X	
Michael Krombeen	X	
Raechel Marks	X	
Casey McDonnell	X	
Amber Slocum	X	
Thomas Steinbis	X	
<b>OTHERS</b>		
Dave Logel, City Council Liaison	X	
Rich Morrison, Community Development Director	X	
Kurt Ristow, Public Works Superintendent		
Mayor Keith Mulder	X	

**II. Pledge of Allegiance**

**III. Approval of Agenda**

MOTION TO APPROVE THE PARKS & RECREATION COMMISSION REGULAR MEETING AGENDA FOR FEBRUARY 26, 2026. MOVED BY COMMISSIONER KROMBEEN, SECONDED BY COMMISSIONER MARKS. MOTION CARRIED UNANIMOUSLY.

**IV. Approval of Meeting Minutes**

**A. Approval of January 22, 2026, Regular Meeting Minutes**

MOTION TO APPROVE THE PARKS & RECREATION COMMISSION MINUTES FROM JANUARY 22, 2026, REGULAR MEETING AS PRESENTED. MOVED BY COMMISSIONER KROMBEEN, SECONDED BY COMMISSIONER SLOCUM. MOTION CARRIED UNANIMOUSLY.

**V. Public Comment**

None.

**VI. Committee Reports – Earth Day Subcommittee**

Commissioner Marks reported on the Earth Day Subcommittee meeting held prior to the Feb 26 regular meeting. The subcommittee discussed a number of items discussed in the subcommittee meeting. She asked Commissioners to volunteer for activities for Earth Day. The Earth Day Flyer and Passports were discussed by the Commission

**VII. Staff Reports**

Staff reported that the construction start for the ADA Observation Platform in Jaycee Park is underway and reported on Ballfield Phase II and Phase III. Rich Morrison invited Mayor Mulder to the podium to discuss a replacement picnic shelter/pavilion for Jaycee Park. After discussion, a MOTION TO SUPPORT THE CONSTRUCTION OF A 30'x48' PAVILION AT JAYCEE PARK WAS MADE BY COMMISSIONER KLAVER, SECONDED BY COMMISSIONER KROMBEEN. MOTION CARRIED UNANIMOUSLY.

**VIII. Unfinished Business****IX. New Business****A. Master Plan Follow Ups:**

- i- Develop stakeholder list: Commissioners identified groups and organizations to participate in the stakeholder meetings with ROWE. Staff will compile the list and route it to the Commission to identify contacts for the groups/organizations. The list will be forwarded to ROWE..
- ii- Review Master Plan action plan progress: The Commission reviewed the list of projects included in the packet. Staff suggested that Earth Day activities be sent to ROWE as accomplishments as well as the action plan progress document. The Commission noted that funds and capacity were the primary limiting factors for why more action plan progress has not been made. It was also noted that the DDA is a major funder of projects within the DDA district, but that many of the City parks are not in the DDA district.

**B. Earth Day 2026**

No discussion took place

**C. Recommendation to support grant application for Ballfield Phase III**

MOTION TO SUPPORT THE SUBMISSION OF A GRANT APPLICATION FOR BALLFIELD PHASE III AS OUTLINED STAFF MEMO DATED FEB 23,2026. MOVED BY COMMISSIONER STEINBIS. SECONDED BY COMMISSIOER SLOCUM. MOTION CARRIED UNANIMOUSLY.

**X. Public Comment –**

Council Liason Dave Logel asked to speak to the Earth Day Subcommittee.

**XI. Commission Comments –**

Commissioners commented on the Master Plan process and Earth Day.

**XII. Adjournment: 8:30pm**

Submitted by:

Rich Morrison, Community Development Director

DRAFT

User: rmorrison

DB: Grand Ledge

PERIOD ENDING 02/28/2026

% Fiscal Year Completed: 66.58

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	02/28/2026	02/28/2026	MONTH 02/28/2026	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
Fund 208 - PARKS & RECREATION FUND										
Revenues										
Dept 000 - GENERAL	INTEREST	0.00		17.00		0.00		(17.00)		100.00
208-000-665.001										
Total Dept 000 - GENERAL		0.00		17.00		0.00		(17.00)		100.00
Dept 752 - ADMINISTRATION										
208-752-402.000	CURRENT PROPERTY TAXES	205,669.00		205,070.77		0.00		598.23		99.71
208-752-414.000	PRIOR YEAR ADJ	(200.00)		0.00		0.00		(200.00)		0.00
208-752-432.000	PILOT	403.00		472.81		0.00		(69.81)		117.32
208-752-573.000	LCSA SHARE APPROPRIATION	0.00		673.46		0.00		(673.46)		100.00
208-752-628.000	OPERATIONAL REVENUES	0.00		1,143.84		390.00		(1,143.84)		100.00
208-752-665.001	INTEREST	200.00		1,830.33		0.00		(1,630.33)		915.17
208-752-699.101	TRANSFER FROM GENERAL FUND	9,800.00		0.00		0.00		9,800.00		0.00
208-752-699.592	TRANSFER IN FROM W/S FUND	2,500.00		2,500.00		0.00		0.00		100.00
Total Dept 752 - ADMINISTRATION		218,372.00		211,691.21		390.00		6,680.79		96.94
Dept 756 - PARKS AND BUILDINGS										
208-756-667.000	RENTALS	2,000.00		1,510.00		(360.00)		490.00		75.50
Total Dept 756 - PARKS AND BUILDINGS		2,000.00		1,510.00		(360.00)		490.00		75.50
TOTAL REVENUES		220,372.00		213,218.21		30.00		7,153.79		96.75
Expenditures										
Dept 752 - ADMINISTRATION										
208-752-703.000	SALARIES/WAGES	3,000.00		1,480.81		240.01		1,519.19		49.36
208-752-719.000	FRINGE BENEFITS	1,584.00		773.81		17.78		810.19		48.85
208-752-811.000	CONTRACTUAL	32,800.00		4,416.00		4,266.00		28,384.00		13.46
208-752-935.000	INSURANCE	1,231.00		593.86		0.00		637.14		48.24
208-752-957.000	OPERATIONAL EXPENSE	391.00		112.03		0.00		278.97		28.65
208-752-997.101	INDIRECT COST CHARGES	21,642.00		16,231.50		0.00		5,410.50		75.00
Total Dept 752 - ADMINISTRATION		60,648.00		23,608.01		4,523.79		37,039.99		38.93
Dept 756 - PARKS AND BUILDINGS										
208-756-703.000	SALARIES/WAGES	60,923.00		25,221.52		1,494.88		35,701.48		41.40
208-756-703.100	OVERTIME	3,882.00		1,112.84		335.93		2,769.16		28.67
208-756-719.000	FRINGE BENEFITS	17,653.00		7,065.79		139.19		10,587.21		40.03
208-756-761.000	OPERATING SUPPLIES	3,000.00		0.00		0.00		3,000.00		0.00
208-756-776.000	MAINTENANCE SUPPLIES	15,000.00		6,749.23		0.00		8,250.77		44.99
208-756-801.000	ENGINEERING	1,000.00		0.00		0.00		1,000.00		0.00
208-756-803.000	TRASH REMOVAL	1,000.00		366.35		0.00		633.65		36.64
208-756-811.000	CONTRACTUAL	60,000.00		35,214.00		660.00		24,786.00		58.69
208-756-921.000	UTILITIES	7,500.00		1,565.24		0.00		5,934.76		20.87
208-756-931.000	BUILDING MAINTENANCE	2,000.00		225.00		0.00		1,775.00		11.25
208-756-940.000	EQUIPMENT RENTAL	28,820.00		17,777.30		3,500.01		11,042.70		61.68
Total Dept 756 - PARKS AND BUILDINGS		200,778.00		95,297.27		6,130.01		105,480.73		47.46

PERIOD ENDING 02/28/2026

% Fiscal Year Completed: 66.58

GL NUMBER	DESCRIPTION	2025-26		YTD BALANCE		ACTIVITY FOR		AVAILABLE			
		AMENDED BUDGET	NORMAL	02/28/2026	02/28/2026	MONTH 02/28/2026	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	% BDT	USED
Fund 208 - PARKS & RECREATION FUND											
Expenditures											
TOTAL EXPENDITURES		261,426.00		118,905.28		10,653.80		142,520.72		45.48	
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Fund 208 - PARKS & RECREATION FUND:											
TOTAL REVENUES		220,372.00		213,218.21		30.00		7,153.79		96.75	
TOTAL EXPENDITURES		261,426.00		118,905.28		10,653.80		142,520.72		45.48	
NET OF REVENUES & EXPENDITURES		(41,054.00)		94,312.93		(10,623.80)		(135,366.93)		229.73	
BEG. FUND BALANCE		77,276.30		77,276.30							
END FUND BALANCE		36,222.30		171,589.23							

Fund 208 PARKS & RECREATION FUND

GL Number	Description	Balance
<b>*** Assets ***</b>		
208-000-001.000	CASH	99,362.19
208-000-001.001	MI CLASS	73,689.04
208-000-026.000	TAXES RECEIVABLE - REAL	0.00
208-000-028.000	TAXES RECEIVABLE-PERSONAL	377.63
208-000-029.000		0.00
208-000-040.000	ACCOUNTS RECEIVABLE	0.00
208-000-123.000	PREPAID EXPENSES	0.00
<b>Total Assets</b>		<b>173,428.86</b>
<b>*** Liabilities ***</b>		
208-000-202.000	ACCOUNTS PAYABLE	(156.00)
208-000-202.002	AP MANUAL ACCRUALS	0.00
208-000-204.000	ENCUMBRANCES PAYABLE	0.00
208-000-222.999		0.00
208-000-229.003	SOCIAL SECURITY	0.00
208-000-229.004	MEDICARE TAX	0.00
208-000-255.000	PARKS & REC CUSTOMER DEPOSITS	600.00
208-000-255.009	SECURITY DEPOSITS-RENTAL	0.00
208-000-257.000	PAYROLL PAYABLE	1,018.00
208-000-339.000	UNEARNED REVENUE	377.63
<b>Total Liabilities</b>		<b>1,839.63</b>
<b>*** Fund Balance ***</b>		
208-000-380.000	RESERVE FOR ENCUMBRANCES	0.00
208-000-390.000	FUND BALANCE	77,276.30
<b>Total Fund Balance</b>		<b>77,276.30</b>
<b>Beginning Fund Balance</b>		<b>77,276.30</b>
<b>Net of Revenues VS Expenditures</b>		<b>94,312.93</b>
<b>Ending Fund Balance</b>		<b>171,589.23</b>
<b>Total Liabilities And Fund Balance</b>		<b>173,428.86</b>

TO: Park and Recreation Commissioners

FROM: Rich Morrison, Community Development Director

DATE: March 13, 2026

RE: Eaton County Parks Community Grant Program – Application Support  
Recommendation for the We-Go-Swing at Jaycee Park

The city is preparing to submit an application to the Eaton County Parks Community Grant Program (Eaton County) to bring a We-Go-Swing (WGS) to Jaycee Park. The WGS will provide a universally accessible playground feature that allows individuals who use wheelchairs or mobility devices to enjoy the experience of swinging without transferring from their chair. This equipment would significantly expand inclusive recreation opportunities at Jaycee Park and help ensure that children and families of all abilities can participate in the playground experience.

Jaycee Park is a well-used community park that serves residents throughout the city and the surrounding Eaton County area. The addition of a WGS would provide one of the few playground amenities in the region specifically designed to accommodate individuals who remain in their wheelchairs, making the park more welcoming and accessible for families, caregivers, and visitors of all abilities.

The WGS is estimated to cost \$149,200, which includes the swing system, poured-in-place rubber surfacing, shade structure, engineering, and installation. Eaton County has \$400,000 available for the entire 2026/2027 funding cycle through the Parks Community Grant Program.

The city has sought various grant applications to help fund the WGS over the past few years without success at the state and national levels. This application to Eaton County presents a unique opportunity to contact our local elected officials and express the community-driven need to bring this sought-after amenity to our own Jaycee Park. **We encourage the Commission to contact the Eaton County Board of Commissioners to express your support for the WGS project.**

The City will utilize a \$10,000 grant from the Michigan Paralyzed Veterans of America and \$28,000 in dedicated funding from an anonymous donor to support the WGS project. With a total of \$38,000 (25%) in matching funds, the City will request \$111,200 from Eaton County Parks for the WGS. City Council and/or the Downtown Development Authority may provide additional matching funds.

Staff proposes that the Parks and Recreation Commission support a motion that recommends to the City Council that a grant application to Eaton County be submitted in advance of the May 1, 2026, deadline.

### **Recommended Motion**

Move to recommend that the **Grand Ledge City Council authorize submission of a grant application to the Eaton County Parks Community Grant Program for the installation of a We-Go-Swing at Jaycee Park.**

## **Eaton County Parks Community Grant Deadlines**

- **May 1, 2026** – Grant application due (Actual)
- **May 20, 2026** – Eaton County Board of Commissioners recommendations for funding (Actual)
- **June 15, 2026** – Project grant agreements issued (Actual)
- **Late Fall 2026 / Spring 2027** – WGS installation completed (Anticipated)

## **Attachments**

- Cost Estimate, dated March 13, 2026
- Map of We-Go-Swing location in Jaycee Park

# Jaycee Park: **We-Go-Swing**

Grand Ledge, MI

## Engineer's Opinion of Probable Cost

3/13/2026

### Recreation Passport Scope

We-Go-Swing and Surfacing	Qty.	Unit	Per Unit	Cost
We-Go-Swing	1	LSUM	\$41,790.00	\$41,790.00
Freight	1	LSUM	\$4,975.00	\$4,975.00
Installation	1	LSUM	\$14,000.00	\$14,000.00
Poured-in-place surfacing	1	LSUM	\$23,725.00	\$23,725.00
4" concrete walk	531	SF	\$9.50	\$5,044.50
Excavation and Grading	150	CY	\$50.00	\$7,500.00
Aggregate Base below PIP	90	CY	\$75.00	\$6,750.00
Drain tile and storm system connection	1	LSUM	\$7,000.00	\$7,000.00
			Subtotal	\$110,784.50
			10% Mobilization and Contingency	\$11,078.45
			<b>Item Total (Rounded)</b>	<b>\$121,900.00</b>

Shade Structure	Qty.	Unit	Per Unit	Cost
Shade Structure	1	LSUM	\$9,400.00	\$9,400.00
Footings and Installation	1	LSUM	\$10,000.00	\$10,000.00
			Subtotal	\$19,400.00
			10% Mobilization and Contingency	\$1,940.00
			<b>Item Total (Rounded)</b>	<b>\$21,300.00</b>

Engineering, Permitting, Grant	Qty.	Unit	Per Unit	Cost
Engineering	1	LSUM	\$4,500.00	\$4,500.00
Permitting	1	LSUM	\$1,000.00	\$1,000.00
Grant Sign (provided by Eaton County Parks)	1	EA	\$0.00	\$0.00
Informational Sign	1	EA	\$500.00	\$500.00

**TOTAL PROJECT COST \$149,200**

**Total Project Costs: \$149,200**

**Matching Funds: \$38,000 (25%)**

- Michigan Paralyzed Veterans of America, \$10,000
- Anonymous Donor, \$28,000

**Eaton County Parks Community Grant Program Request: \$111,200**



## ADA Inclusive Playground and We-Go-Swing at Jaycee Park

**NOTE: Rehab Without Walls reviewed the We-Go-Swing, and Disability Network Capital Area reviewed the new ADA playground, and both were found to meet the Universal Design Principles.**