

PARKS & RECREATION COMMISSION**AGENDA****THURSDAY, APRIL 26, 2018****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. Monthly Financial Statement
 - b. Oak Park Earth Day Update
- VI. OLD BUSINESS
- VII. NEW BUSINESS
- 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,
March 22, 2018
City Hall, Council Chambers
7:00 PM**

I. Call to Order – 7:00 PM

Roll Call – Chair Rachel Kuntzsch, Vice-Chair Raechel Marks, Tiffany Harmon-Datsenko, Ruthann Jaquette, and Christine Richardson-Beagle

Absent – Brody Boucher, and Chuck Mills

*Patrick McKennon resigned this month from Parks & Recreation

Others Present – Mike Doty, City Council, Larry LaHaie, Public Service Director and Nick DiOrio, Grounds and Facilities Coordinator

II. Approval of March 22, 2018, Agenda

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

III. Approval of February 22, 2018 Parks & Recreation Commissioners' Minutes

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

**IV. Public Comment
None**

V. Staff Reports

A. Monthly Financial Statement – Larry LaHaie

Motion to receive reports and place on file.

Moved by Commissioner Beagle, seconded by Commission Datsenko. Motion carried.

Vi. Old Business

A. FY19 Budget Recommendation

Discussion.

MOTION

Motion to recommend City Council support the Fiscal Year 2019 Parks and Recreation budget, as recommended by the Parks and Recreation Budget Committee (Commissioners Kuntzsch, Marks and Jaquette).

Motion made by Commissioner Beagle, seconded by Commissioner Datsenko. Motion carried.

B. Volunteer Clean-up at Oak Park, Earth Day, April 22, 2018

Discussion.

VII. New Business –

- A. Lansing 5:01 Event, July 21, 2018, - Letter of Support**
Discussion.

MOTION

Motion to support the young professionals Active Lifestyles event organized by the non-profit organization, Lansing 5:01 utilizing amenities at Island, Jaycee, Oak and Fitzgerald Parks, Riverwalk Trail, and Fitzgerald Memorial Field on July 21, 2018.

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

- B. Oak Park Tree Removal – Nick DiOrio**

Discussion.

MOTION

Motion to support City Hall Staff with its recommendations of removal of two identified decayed and dead maple trees in Oak Park.

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

VIII. Public Comment

None

IX. Commission Comments

None

X.

XI. Adjournment: 7:46 pm

Secretary, Christine Richardson-Beagle _____

Chair, Rachel Kuntzsch _____

DRAFT

Fund 208 PARKS & RECREATION FUND

GL Number	Description	Balance
*** Assets ***		
208-000.000-001.000	CASH	63,275.87
208-000.000-027.000	TAXES RECEIVABLE-PERSONAL	532.95
Total Assets		63,808.82
*** Liabilities ***		
208-000.000-255.000	PARKS & REC CUSTOMER DEPOSITS	1,900.00
208-000.000-339.000	DEFERRED INFLOW	532.95
Total Liabilities		2,432.95
*** Fund Balance ***		
208-000.000-390.000	FUND BALANCE	49,794.08
Total Fund Balance		49,794.08
Beginning Fund Balance		49,794.08
Net of Revenues VS Expenditures		11,581.79
Ending Fund Balance		61,375.87
Total Liabilities And Fund Balance		63,808.82

PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2018 NORM (ABNORM)	MONTH 03/31/18 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 208 - PARKS & RECREATION FUND							
Revenues							
Dept 750.752 - ADMINISTRATION							
208-750.752-402.000	CURRENT PROPERTY TAXES	146,032.00	146,032.00	144,966.71	788.28	1,065.29	99.27
208-750.752-403.001	PRIOR YR PROP TAX ADJUSTMENTS	(437.00)	(437.00)	(26.94)	0.00	(410.06)	6.16
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	250.00	250.00	127.28	0.00	122.72	50.91
208-750.752-628.000	OPERATIONAL REVENUES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
208-750.752-628.001	INSURANCE DIVIDENDS	874.00	874.00	621.02	621.02	252.98	71.05
208-750.752-665.001	INTEREST	200.00	200.00	142.52	22.27	57.48	71.26
208-750.752-675.000	DONATIONS	0.00	0.00	2,000.00	2,000.00	(2,000.00)	100.00
208-750.752-699.101	TRANSFER FROM GENERAL FUND	22,825.00	22,825.00	22,825.00	0.00	0.00	100.00
208-750.752-699.592	TRANSFER IN FROM W/S FUND	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
Total Dept 750.752 - ADMINISTRATION		173,144.00	173,144.00	172,655.59	3,431.57	488.41	99.72
Dept 750.902 - PARKS AND BUILDINGS							
208-750.902-667.000	RENTALS	5,500.00	5,500.00	2,075.00	205.00	3,425.00	37.73
Total Dept 750.902 - PARKS AND BUILDINGS		5,500.00	5,500.00	2,075.00	205.00	3,425.00	37.73
TOTAL REVENUES		178,644.00	178,644.00	174,730.59	3,636.57	3,913.41	97.81
Expenditures							
Dept 750.752 - ADMINISTRATION							
208-750.752-703.000	SALARIES/WAGES	4,392.00	4,392.00	5,479.43	717.22	(1,087.43)	124.76
208-750.752-719.000	FRINGE BENEFITS	2,174.00	2,174.00	1,947.42	737.20	226.58	89.58
208-750.752-811.000	CONTRACTUAL	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
208-750.752-840.000	INSURANCE	2,000.00	2,000.00	916.14	494.47	1,083.86	45.81
208-750.752-957.000	OPERATIONAL EXPENSE	0.00	0.00	16.01	16.01	(16.01)	100.00
208-750.752-997.101	INDIRECT COST CHARGES	20,539.00	20,539.00	20,539.00	0.00	0.00	100.00
Total Dept 750.752 - ADMINISTRATION		32,105.00	32,105.00	28,898.00	1,964.90	3,207.00	90.01
Dept 750.801 - RECREATION							
208-750.801-731.002	GRAND ADVENTURE RACE	0.00	0.00	1,999.80	0.00	(1,999.80)	100.00
208-750.801-811.006	CONTRACTUAL - GLPS	25,000.00	25,000.00	25,000.00	0.00	0.00	100.00
208-750.801-900.000	PRINTING/PUBLISHING	250.00	250.00	0.00	0.00	250.00	0.00
Total Dept 750.801 - RECREATION		25,250.00	25,250.00	26,999.80	0.00	(1,749.80)	106.93
Dept 750.902 - PARKS AND BUILDINGS							
208-750.902-703.000	SALARIES/WAGES	20,000.00	20,000.00	16,343.88	2,635.39	3,656.12	81.72
208-750.902-703.100	OVERTIME	250.00	250.00	347.85	0.00	(97.85)	139.14
208-750.902-719.000	FRINGE BENEFITS	10,421.00	10,421.00	9,845.06	2,897.56	575.94	94.47
208-750.902-741.000	OPERATING SUPPLIES	500.00	500.00	366.75	0.00	133.25	73.35
208-750.902-776.000	MAINTENANCE SUPPLIES	5,000.00	5,000.00	8,245.84	0.00	(3,245.84)	164.92
208-750.902-801.000	ENGINEERING	0.00	0.00	837.50	0.00	(837.50)	100.00
208-750.902-803.000	TRASH REMOVAL	650.00	650.00	252.60	0.00	397.40	38.86
208-750.902-811.000	CONTRACTUAL	5,500.00	5,500.00	8,936.71	275.71	(3,436.71)	162.49
208-750.902-811.006	CONTRACTUAL - EATON CNTY PARKS	32,000.00	32,000.00	16,000.00	0.00	16,000.00	50.00
208-750.902-921.000	UTILITIES	4,750.00	4,750.00	3,227.82	462.86	1,522.18	67.95
208-750.902-931.000	BUILDING MAINTENANCE	1,500.00	1,500.00	2,248.00	0.00	(748.00)	149.87

PERIOD ENDING 03/31/2018

GL NUMBER	DESCRIPTION	2017-18	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	03/31/2018 NORM (ABNORM)	MONTH 03/31/18 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 208 - PARKS & RECREATION FUND							
Expenditures							
208-750.902-940.000	EQUIPMENT RENTAL	20,000.00	20,000.00	12,548.99	2,116.33	7,451.01	62.74
208-750.902-999.397	TRANSFER TO ISLAND DEBT FUND	28,050.00	28,050.00	28,050.00	0.00	0.00	100.00
Total Dept 750.902 - PARKS AND BUILDINGS		128,621.00	128,621.00	107,251.00	8,387.85	21,370.00	83.39
TOTAL EXPENDITURES		185,976.00	185,976.00	163,148.80	10,352.75	22,827.20	87.73
Fund 208 - PARKS & RECREATION FUND:							
TOTAL REVENUES		178,644.00	178,644.00	174,730.59	3,636.57	3,913.41	97.81
TOTAL EXPENDITURES		185,976.00	185,976.00	163,148.80	10,352.75	22,827.20	87.73
NET OF REVENUES & EXPENDITURES		(7,332.00)	(7,332.00)	11,581.79	(6,716.18)	(18,913.79)	157.96