

CITY OF LOWELL
PARKS AND RECREATION COMMISSION
TUESDAY, FEBRUARY 16, 2016 AT 6:00 P.M.
CITY HALL

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. January 19, 2016
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
 - a. Boy Scout Cabin/N. Washington Property Name
 - b. Parks Pamphlets/Booklets
 - c. Review of Grants
7. NEW BUSINESS
 - a. Park Agreements
 - b.
 - c.
 - d.
8. PARK UPDATES
 - a. Recreation Park
 - b. Stoney Lakeside Park/Dog Park/Skateboard Park
 - c. Creekside Park
 - d. Richards Park
 - e. Upper Bridge, Moose/Rogers, North Washington Property
 - f. Riverwalk Park

9. COMMISSIONER COMMENTS

Note: The next meeting will be March 15, 2016 at City Hall.

10. ADJOURNMENT

LOWELL PARKS AND RECREATION COMMISSION
TUESDAY, JANUARY 19, 2016, 6:00 P.M.
City Hall

1. CALL TO ORDER; ROLL CALL

The meeting was called to order at 6:03 p.m. by Luanne Wisniewski and the roll was called.

Members Present: Jeff Altoft (left 6:50), Nancy Anderson, Perry Beachum,
Paula Mierendorf and Susan Pomper

Members Absent: None

Others Present: Mark Howe (left at 6:50), Peggy Covert, Mike Hoevenaar, Scott Fosburg and
Luanne Wisniewski

2. APPOINTING CHAIR PERSON

IT WAS MOVED BY MIERENDORF and seconded by POMPER to appoint Perry Beachum as the Chair to the Parks and Recreation committee.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

3. APPROVAL OF THE AGENDA

IT WAS MOVED BY ANDERSON and seconded by ALTOFT to approve the agenda with the addition to New Business a. Stoney Lakeside Handicap Ramp.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING

IT WAS MOVED BY ALTOFT and seconded by POMPER to approve the minutes of November 17, 2015 as presented.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

5. REVIEW FINANCIAL REPORT

Mark Howe presented the committee with a report showing an estimated amount of the expenses incurred at each park.

By consensus the commissioners approved the financial report.

6. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

No citizen comments were received.

7. **OLD BUSINESS**

a. **Brochures & websites update**

Maryalene LaPonsie is writing a description of all the parks for our website and pamphlets. We are hoping to have them ready for the March 26th Lowell Community Expo.

b. **Parking Lot Repairs**

Howe has received estimates from Fosburg for Stoney Lakeside and Creekside Parks. Howe will be applying for grants for both parking lots.

8. **NEW BUSINESS**

a. **Stoney Lakeside Handicap Ramp**

Beachum would like to put up a boardwalk at Stoney Lakeside Park connecting the sidewalk near the bathrooms to the lake. Holland State Park has a boardwalk made of composite wood, built in approximately 8' sections making it removable for the winter. There was some concern regarding the slope to the lake that would need to be looked into further.

8. **PARKS UPDATE**

a. **Recreation Park**

Howe is working on setting up a meeting with Jessica Marks and members of the Fair committee.

b. **Stoney Lakeside Park**

No comments were received or discussed on this item.

c. **Creekside Park**

No comments were received or discussed on this item.

d. **Richards Park**

Fosburg reported the lights were turned on today and the ice skating rink is now open.

e. **Upper Bridge, Moose/Rogers, North Washington Properties**

The committee talked about letting the schools, scouts and public submit a suggested name for the N. Washington/Boy Scout Cabin property.

f. **Riverwalk Park**

No comments were received or discussed on this item.

9. **COMMISSIONER COMMENTS**

Jeff Altoft mentioned this was his last Parks meeting and Mike DeVore will be the new council representative.

IT WAS MOVED BY MIERENDORF and seconded by POMPER to adjourn at 6:52 p.m.

Respectfully submitted,
Luanne Wisniewski

LEE FUND
February 9, 2016

	<u>FISCAL YEAR</u> <u>2015 2016 ACTUAL</u>	<u>FISCAL YEAR</u> <u>2015-2016</u> <u>BUDGET</u>	<u>Available</u>
REVENUE:			
Interest Revenue	\$3,066.12	\$10,000.00	
Total Revenues:	\$3,066.12	\$10,000.00	
EXPENDITURES:			
Park Improvements	0.00	\$10,000.00	\$6,835*
Total Expenditures:	0.00		
Ending Balance:			
Net of Revenues/Appropriations	\$3,066.12		

Carr fund II \$71,028.27
KC Youth Fair \$224.75 rec'd 10/6/2015
KC Youth Fair \$771.95 rec'd 6/2015

Capital outlay items paid this fiscal year.
None

***\$6,835 available for park improvements during the fiscal year 2015-2016**

Of this amount, \$1500 committed for ice rink.

02/09/2016 04:15 PM REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 User: SUE PERIOD ENDING 02/29/2016
 DB: Lowell % Fiscal Year Completed: 66.67

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016	ACTIVITY FOR MONTH 02/29/2016	AVAILABLE BALANCE	% BGD USED
Fund 101 - GENERAL FUND							
Dept 751-PARKS							
Revenues							
101-751-593.000	KENT COUNTY YOUTH FAIR CONTRIBUTIONS	771.95	3,000.00	224.75	0.00	2,775.25	7.49
101-751-652.000	CREKESIDE PARK REVENUE	300.00	500.00	750.00	0.00	(250.00)	150.00
101-751-653.000	PARK USER FEES	8,905.00	9,000.00	5,359.50	0.00	3,640.50	59.55
TOTAL Revenues		9,976.95	12,500.00	6,334.25	0.00	6,165.75	50.67
Expenditures							
101-751-702.000	SALARIES-PERMANENT	29,741.42	25,900.00	15,177.97	288.81	10,722.03	58.60
101-751-707.000	SALARIES-TEMPORARY	6,082.79	9,400.00	4,647.52	27.50	4,752.48	49.44
101-751-708.000	STANDBY	245.04	500.00	224.44	0.00	275.56	44.89
101-751-709.000	SALARIES-OVERTIME	1,872.88	1,000.00	126.25	0.00	873.75	12.63
101-751-715.000	SOCIAL SECURITY	3,039.80	2,900.00	1,601.62	24.23	1,298.38	55.23
101-751-716.000	HEALTH INSURANCE	5,451.51	5,300.00	3,298.84	54.43	2,001.16	62.24
101-751-717.000	LIFE INSURANCE	88.02	100.00	45.80	0.00	54.20	45.80
101-751-718.000	PENSION	6,333.02	4,500.00	2,367.51	0.00	2,132.49	52.61
101-751-721.000	LONGEVITY	455.01	400.00	162.49	0.00	237.51	40.62
101-751-722.000	WORKERS COMPENSATION	83.50	2,100.00	511.25	6.24	1,588.75	24.35
101-751-723.000	DENTAL INSURANCE	345.00	300.00	177.05	3.53	122.95	59.02
101-751-724.000	EYECARE	149.01	200.00	57.05	2.30	142.95	28.53
101-751-725.000	DISABILITY INSURANCE	222.28	300.00	126.18	4.50	173.82	42.06
101-751-740.000	OPERATING SUPPLIES	4,917.03	6,000.00	3,174.69	0.00	2,825.31	52.91
101-751-802.000	CONTRACTUAL	36,745.00	33,000.00	14,195.00	0.00	18,805.00	43.02
101-751-864.000	CONFERENCES & CONVENTIONS	0.00	100.00	0.00	0.00	100.00	0.00
101-751-910.000	INSURANCE	2,618.54	3,200.00	3,122.00	0.00	78.00	97.56
101-751-920.000	PUBLIC UTILITIES	15,958.14	25,000.00	6,154.26	0.00	18,845.74	24.62
101-751-930.000	REPAIR & MAINTENANCE	4,078.70	6,000.00	1,003.28	0.00	4,996.72	16.72
101-751-940.000	RENTALS	15,611.95	20,000.00	10,758.78	138.42	9,241.22	53.79
101-751-955.000	MISCELLANEOUS EXPENSE	0.00	300.00	0.00	0.00	300.00	0.00
TOTAL Expenditures		134,038.64	146,500.00	66,931.98	549.96	79,568.02	45.69
Net - Dept 751-PARKS		(124,061.69)	(134,000.00)	(60,597.73)	(549.96)	(73,402.27)	
TOTAL REVENUES		9,976.95	12,500.00	6,334.25	0.00	6,165.75	50.67
TOTAL EXPENDITURES		134,038.64	146,500.00	66,931.98	549.96	79,568.02	45.69
NET OF REVENUES & EXPENDITURES		(124,061.69)	(134,000.00)	(60,597.73)	(549.96)	(73,402.27)	45.22

PARK USER FEES

Sport Group	2013				2014				2015			
	DATE	AMOUNT	PLAYERS		DATE	AMOUNT	PLAYERS		DATE	AMOUNT	PLAYERS	
YOUTH FOOTBALL	Oct	\$2,175.00	290		Nov. 2014	1912.5	255		Oct.	\$2,610	261	
XTREME SOFTBALL	July	\$500.00	Tournament									
LITTLE LEAGUE	July	\$3,510.00	420		25-Jun	\$ 4,660.00	466		May	\$4,440	444	
YMCA	Dec	\$1,980.00	264		Jan (2015)	\$1,750	175		Jan-16	1920	192	
BACKYARD DREAMS	Sept	\$525.00	70		Jan (2015)	\$225	22 1/2					
LACROSSE	Flood	-			4-Sep	\$ 577.50	77		Sept	\$829.50	79	
T-BALL												
TOTALS:												
Kent County Youth Fair	Dec	\$ 500.50							June	\$ 771.95		
									Oct. 2013 to Mar. 2015			
									Oct.	\$ 224.75		
TOTALS:		\$500.50								\$ 996.70		