

CITY OF LOWELL  
PARKS AND RECREATION COMMISSION  
TUESDAY, MARCH 15, 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. February 16, 2016
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
  - a. Park Agreements
  - b. Fairgrounds signage
  - c.
7. NEW BUSINESS
  - a. North Country Trail -Town Trail Project
  - b. Responsibilities of the Commissioners
  - 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 April 19, 2016 at City Hall.

10. ADJOURNMENT

**LOWELL PARKS AND RECREATION COMMISSION**  
**TUESDAY, FEBRUARY 16, 2016, 6:00 P.M.**  
**City Hall**

**1. CALL TO ORDER; ROLL CALL**

The meeting was called to order at 6:04 p.m. by Perry Beachum and roll was called.

Members Present: Nancy Anderson, Perry Beachum, Mike Devore (left 6:50 p.m.)  
Paula Mierendorf (arrived 6:14 p.m.) and Susan Pomper

Members Absent: None

Others Present: Dave Pasquale (left at 6:50), Peggy Covert, Mike Hoevenaar, Nate Post,  
Dirk Ritzema, Tim Rankin (arrived 6:25 p.m.) and Luanne Wisniewski

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY DEVORE and seconded by POMPER to approve the agenda as presented.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING**

IT WAS MOVED BY ANDERSON and seconded by POMPER to approve the minutes of  
January 19, 2016 as presented.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

**4. REVIEW FINANCIAL REPORT**

By consensus the commissioners approved the financial report.

**5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

No citizen comments were received.

**6. OLD BUSINESS**

**a. Boy Scout Cabin/N. Washington Property Name**

Ritzema stated his concerns regarding the park committee letting the public participate in a  
"Name the Park" contest. The Boy Scout's hold a ten year lease for a good portion of the  
property and own the Boy Scout cabin. Ritzema and Rankin would like to have better  
communication regarding projects at the N. Washington Property.

b. **Parks Pamphlets/Booklets**

Maryalene LaPonsie has submitted a rough draft of the park information in a booklet style. We will review the project at the next Parks meeting in March.

c. **Review of Grants**

The commissioners reviewed the grant that has been submitted to the LCTV.

7. **NEW BUSINESS**

a. **Park Agreements**

Beachum explained that the fees paid by the ball teams are distributed amongst all the City Parks. Post and Hoevenaar shared some of their concerns regarding the Agreements.

8. **PARKS UPDATE**

a. **Recreation Park**

No comments were received or discussed on this item.

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**

No comments were received or discussed on this item.

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

No comments were received or discussed on this item.

f. **Riverwalk Park**

No comments were received or discussed on this item.

9. **COMMISSIONER COMMENTS**

No comments were received.

THE MEETING WAS ADJORNED BY BEACHUM AT 7:05 P.M..

Respectfully submitted,  
Luanne Wisniewski

LEE FUND  
March 15, 2016

	<u>FISCAL YEAR</u> <u>2015 2016 ACTUAL</u>	<u>FISCAL YEAR</u> <u>2015-2016</u> <u>BUDGET</u>	Available
REVENUE:			
Interest Revenue	\$3,256.44	\$10,000.00	
Total Revenues:	\$3,256.44	\$10,000.00	
EXPENDITURES:			
Park Improvements	0.00	\$10,000.00	\$6,835*
Total Expenditures:	0.00		
Ending Balance:			
Net of Revenues/Appropriations	\$3,256.44		

**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.**

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 03/31/2016

% Fiscal Year Completed: 75.14

2015-16

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	AMENDED BUDGET	YTD BALANCE 03/31/2016	ACTIVITY FOR MONTH 03/31/2016	AVAILABLE BALANCE	% BDT 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	CREEKSIDE 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
<b>TOTAL Revenues</b>		<b>9,976.95</b>	<b>12,500.00</b>	<b>6,334.25</b>	<b>0.00</b>	<b>6,165.75</b>	<b>50.67</b>
Expenditures							
101-751-702.000	SALARIES-PERMANENT	29,741.42	25,900.00	16,150.81	571.17	9,749.19	62.36
101-751-707.000	SALARIES-TEMPORARY	6,082.79	9,400.00	4,692.52	45.00	4,707.48	49.92
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	171.48	45.23	828.52	17.15
101-751-715.000	SOCIAL SECURITY	3,039.80	2,900.00	1,689.57	49.80	1,210.43	58.26
101-751-716.000	HEALTH INSURANCE	5,451.51	5,300.00	3,588.88	119.85	1,711.12	67.71
101-751-717.000	LIFE INSURANCE	88.02	100.00	51.49	3.61	48.51	51.49
101-751-718.000	PENSION	6,333.02	4,500.00	2,823.32	0.00	1,676.68	62.74
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	540.05	17.02	1,559.95	25.72
101-751-723.000	DENTAL INSURANCE	345.00	300.00	189.94	7.34	110.06	63.31
101-751-724.000	EYECARE	149.01	200.00	62.03	4.98	137.97	31.02
101-751-725.000	DISABILITY INSURANCE	222.28	300.00	135.76	9.58	164.24	45.25
101-751-740.000	OPERATING SUPPLIES	4,917.03	6,000.00	3,465.31	264.66	2,534.69	57.76
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	7,489.00	780.25	17,511.00	29.96
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	10,957.70	145.52	9,042.30	54.79
101-751-955.000	MISCELLANEOUS EXPENSE	0.00	300.00	0.00	0.00	300.00	0.00
<b>TOTAL Expenditures</b>		<b>134,038.64</b>	<b>146,500.00</b>	<b>70,715.07</b>	<b>2,064.01</b>	<b>75,784.93</b>	<b>48.27</b>
<b>Net - Dept 751-PARKS</b>		<b>(124,061.69)</b>	<b>(134,000.00)</b>	<b>(64,380.82)</b>	<b>(2,064.01)</b>	<b>(69,619.18)</b>	
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
		9,976.95	12,500.00	6,334.25	0.00	6,165.75	50.67
		134,038.64	146,500.00	70,715.07	2,064.01	75,784.93	48.27
		(124,061.69)	(134,000.00)	(64,380.82)	(2,064.01)	(69,619.18)	48.05

# 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									
<b>TOTALS:</b>									
Kent County Youth Fair	Dec	\$ 500.50					June	\$ 771.95	
							Oct. 2013 to Mar. 2015		
							Oct.	\$ 224.75	
<b>TOTALS:</b>		\$500.50					\$ 996.70		