

CITY OF LOWELL  
PARKS AND RECREATION COMMISSION  
WEDNESDAY, NOVEMBER 2, 2016 AT 6:00 P.M.  
CITY HALL – GRAND RIVER ROOM

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. September 20, 2016
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
  - a. Stoney Lakeside Playground Update
  - b. Master Plan - Wish List For All Parks
  - c. Parks Pamphlet Update
  - d.
7. NEW BUSINESS
  - a. Recreation Sports Contracts
  - b. Kent County Youth Fair Contract
  - c.
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 December 20, 2016 at City Hall.

10. ADJOURNMENT

**LOWELL PARKS AND RECREATION COMMISSION**  
**TUESDAY, SEPTEMBER 20, 2016, 6:00 P.M.**  
**RECREATION PARK**

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

The meeting was called to order at 6:00 p.m. by Perry Beachum and roll was called.

Members Present: Nancy Anderson, Perry Beachum, Susan Pomper and Paula Mierendorf

Members Absent: Mike DeVore

Others Present: Mike Burns, Luanne Wisniewski, Rich LaBombard and Peggy Covert

IT WAS MOVED BY MIERENDORF and seconded by POMPER to excuse the absence of Council member Mike DeVore.

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

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY ANDERSON and seconded by POMPER to approve the agenda adding Grand River Water Trail to New Business, 7 c.

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

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

IT WAS MOVED BY MIERENDORF and seconded by POMPER to approve the minutes of August 16, 2016 as written.

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

**4. REVIEW FINANCIAL REPORT**

There was a discussion if the City should be receiving ten percent of the third party fees the fair collects from RV rentals, signage, etc.

By consensus the commissioners approved the financial report.

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

There were no citizen comments or discussion on this item.

6. **OLD BUSINESS**

a. **Tree Planting to Honor Jim Hall-update**

The plague is ordered and should arrive by the time the tree is ready to be planted this fall.

b. **Master Plan Options**

LaBombard explained all four options Williams and Works had submitted to the commissioners.

By consensus all commissioners agreed to the Open House and On Line Survey options.

7. **NEW BUSINESS**

a. **Request Sidewalk at Creekside Park**

There was a discussion on the cost of adding the sidewalk to the women's bathroom on the east side of the restrooms building.

IT WAS MOVED BY POMPER and seconded by MIERENDORF to allocate the funds for the sidewalk to the women's bathroom up to \$1,050.00.

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

b. **Wish List for Recreation Park**

There were no items added to this park's wish list.

c. **Grand River Water Trail**

LaBombard and Scott Fosburg attended a Grand River Water Trail meeting. This organization is working on establishing a marked water trail for canoes and kayaks along the Grand River. They will continue to attend these meetings to learn how Lowell could be more involved.

8. **PARKS UPDATE**

a. **Recreation Park**

No comments were received or discussed on this item.

b. **Stoney Lakeside Park**

Bob Rogers could not attend this meeting, he asked LaBombard to read an e-mail he sent giving an update on the Stoney Lakeside Park new playground. One of the comments received on the Stoney Lakeside Park facebook page was to add a tot's picnic table.

LaBombard would like to establish an official date that all parks are opened and closed.

c. **Creekside Park**

The Department of Public Works has been spending some time repairing the Kingdom due to some safety issues.

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 7:30 p.m.

Respectfully submitted,  
Luanne Wisniewski



301 East Main Street  
 Lowell, Michigan 49331  
 Phone (616) 897-8457  
 Fax (616) 897-4085

**LEE FUND**  
 October 27, 2016

	<u>FISCAL YEAR</u> <u>2016 2017 ACTUAL</u>	<u>FISCAL YEAR</u> <u>2016-2017</u> <u>BUDGET</u>	<b>Available</b>
REVENUE:			
Interest Revenue	\$275.67	\$5,000.00	
 Total Revenues:	 \$275.67		
EXPENDITURES:			
Park Improvements		\$5,000.00	
 Total Expenditures:	 0		
 Ending Balance:			
 Net of Revenues/Appropriations	 \$275.67		
 <b>Capital outlay committed:</b>			
Sidewalk to women's restroom	\$1,050.00		
Lowell granite Jim Hall sign	<u>\$250.00</u>		
	<b>\$1,300.00</b>		

**\*\*The auditors have determined the Lee Fund has \$9173.00 to spend for the fiscal year ending 6/30/17.**

**Carr fund II \$71,076.79**  
**KC Youth Fair \$962.10 rec'd 7/2016**  
**KC Youth Fair \$224.75 rec'd 10/6/2015**  
**KC Youth Fair \$771.95 rec'd 6/2015**

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 10/31/2016

% Fiscal Year Completed: 33.70

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2016	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016	ACTIVITY FOR MONTH 10/31/16	AVAILABLE BALANCE	% BDTG USED
Fund 101 - GENERAL FUND							
Dept 751-PARKS							
Revenues							
101-751-593.000	KENT COUNTY YOUTH FAIR CONTRIBUTIONS	1,186.85	300.00	0.00	0.00	300.00	0.00
101-751-652.000	CREEKSIDE PARK REVENUE	1,175.00	750.00	0.00	0.00	750.00	0.00
101-751-653.000	PARK USER FEES	10,509.50	7,000.00	3,920.00	2,790.00	3,080.00	56.00
<b>TOTAL Revenues</b>		<b>12,871.35</b>	<b>8,050.00</b>	<b>3,920.00</b>	<b>2,790.00</b>	<b>4,130.00</b>	<b>48.70</b>
Expenditures							
101-751-702.000	SALARIES-PERMANENT	27,093.44	28,000.00	10,317.86	2,370.67	17,682.14	36.85
101-751-707.000	SALARIES-TEMPORARY	7,780.14	9,400.00	4,204.88	795.00	5,195.12	44.73
101-751-708.000	STANDBY	272.68	500.00	144.72	48.24	355.28	28.94
101-751-709.000	SALARIES-OVERTIME	243.84	1,000.00	0.00	0.00	1,000.00	0.00
101-751-715.000	SOCIAL SECURITY	2,787.21	3,300.00	1,150.45	248.91	2,149.55	34.86
101-751-716.000	HEALTH INSURANCE	5,503.68	6,000.00	1,788.63	484.31	4,211.37	29.81
101-751-717.000	LIFE INSURANCE	80.06	100.00	26.35	10.06	73.65	26.35
101-751-718.000	PENSION	5,560.50	5,400.00	1,627.19	0.00	3,772.81	30.13
101-751-721.000	LONGEVITY	195.00	500.00	13.01	0.00	486.99	2.60
101-751-722.000	WORKERS COMPENSATION	879.67	2,100.00	371.14	85.05	1,728.86	17.67
101-751-723.000	DENTAL INSURANCE	303.96	400.00	103.01	29.61	296.99	25.75
101-751-724.000	EYECARE	98.25	200.00	30.20	11.39	169.80	15.10
101-751-725.000	DISABILITY INSURANCE	211.11	300.00	72.67	26.11	227.33	24.22
101-751-740.000	OPERATING SUPPLIES	4,985.61	6,900.00	607.51	21.98	6,292.49	8.80
101-751-744.000	UNIFORMS	0.00	350.00	336.12	240.50	13.88	96.03
101-751-802.000	CONTRACTUAL	27,071.00	36,830.00	22,750.49	6,435.00	14,079.51	61.77
101-751-850.000	COMMUNICATIONS	0.00	0.00	209.72	209.72	(209.72)	100.00
101-751-864.000	CONFERENCES & CONVENTIONS	0.00	1,500.00	0.00	0.00	1,500.00	0.00
101-751-910.000	INSURANCE	3,122.00	3,300.00	0.00	0.00	3,300.00	0.00
101-751-920.000	PUBLIC UTILITIES	9,362.06	16,000.00	4,292.65	841.88	11,707.35	26.83
101-751-930.000	REPAIR & MAINTENANCE	8,763.45	9,000.00	3,085.36	962.56	5,914.64	34.28
101-751-940.000	RENTALS	15,163.82	20,000.00	8,298.49	941.31	11,701.51	41.49
<b>TOTAL Expenditures</b>		<b>119,477.48</b>	<b>151,080.00</b>	<b>59,430.45</b>	<b>13,762.30</b>	<b>91,649.55</b>	<b>39.34</b>
<b>Net - Dept 751-PARKS</b>		<b>(106,606.13)</b>	<b>(143,030.00)</b>	<b>(55,510.45)</b>	<b>(10,972.30)</b>	<b>(87,519.55)</b>	
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
		12,871.35	8,050.00	3,920.00	2,790.00	4,130.00	48.70
		119,477.48	151,080.00	59,430.45	13,762.30	91,649.55	39.34
		(106,606.13)	(143,030.00)	(55,510.45)	(10,972.30)	(87,519.55)	38.81

# PARK USER FEES

Sport Group	2016			2017			2018		
	DATE	AMOUNT	PLAYERS	DATE	AMOUNT	PLAYERS	DATE	AMOUNT	PLAYERS
YOUTH FOOTBALL	Oct-16	\$2,790	279						
<b>XTREME SOFTBALL</b>									
LITTLE LEAGUE	May-16	\$5,150	515						
YMCA									
BACKYARD DREAMS	Oct-16	\$100	10						
LACROSSE	Aug-16	\$830	83						
<b>T-BALL</b>									
<b>TOTALS:</b>		\$8,870			\$0			\$0	
Kent County Youth Fair			rentals						
<b>TOTALS:</b>					\$0			\$	-