

CITY OF LOWELL  
PARKS AND RECREATION COMMISSION  
TUESDAY, OCTOBER 20, 2015 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 15, 2015
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. OLD BUSINESS
  - a.
  - b.
  - c.
7. NEW BUSINESS
  - a. Park Use Participant Fee
  - b. Rules of Procedures
  - 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 November 17th at City Hall

10. ADJOURNMENT

**LOWELL PARKS AND RECREATION COMMISSION**  
**TUESDAY, September 15, 2015, 6:00 P.M.**  
**Recreation Park**

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

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

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

Members Absent: None

Others Present: Scott Fosburg, Mark Howe, Betsy Davidson, Mark Anderson, Mari Stone, Dave Austin, Al Halbeisen, Jessica Marks, Jon Bieneman, Sue Eventt, Bruce Doll, Peggy Covert and Luanne Wisniewski

**2. APPROVAL OF THE AGENDA**

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

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

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

IT WAS MOVED BY POMPER and seconded by MIERENDORF to approve the minutes of July 14, 2015 as corrected.

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

**4. REVIEW FINANCIAL REPORT**

Howe explained there is \$6,835.00 available to spend from the Lee Fund on projects for the parks.

By consensus the commissioners approved the financial report.

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

Mierendorf read a letter printed in the Lowell Ledger August 12, 2015 which the Parks meeting was mentioned in a negative way. Betty Olson quoted Mark Howe in the article, however she has never attended a parks meeting. The parks committee would like to set the record straight that they are happy with Mark Howe and feels their concerns and questions are answered.

**6. OLD BUSINESS**

No comments were discussed on this item.

## 7. **NEW BUSINESS**

### a. **Youth Fair Lease and Signage**

Beachum brought his concerns regarding the signs along the fence on N. Hudson Street to the fair board. Bruce Doll explained what a great fundraiser the signs were and the donors were told they would be displayed for 60 days. The City ordinance states signs in the parks can be displayed the week before, week of the event and the week after. Howe suggested they contact Susan Ullery to have the issue brought to the planning commission, possibly something could be written in the new lease.

Jessica Marks mentioned the fair is thinking possibly in five years they would be ready for the move to the new property. This year was a record year for the fair, with large crowds attending.

### b. **Lowell Area Trail Way**

David Austin gave a presentation for Lowell Area Recreation Authority (L.A.R.A.) regarding the plans for the trail way that will connect the Fred Meijer River Trail through Lowell. L.A.R.A. is working with MDOT and the DNR on the suggested route.

### c. **Review 2014 Wish List**

The commissioners reviewed the progress made on the 2014 Wish List and found three items remaining. It was discussed to try for a grant for item 8, improving the parking at Creekside and Stoney Lakeside Parks. The commissioners will work this winter on a new wish list for 2016.

## 8. **PARKS UPDATE**

### a. Recreation Park

Jessica Marks would like to see a speed limit sign on Broadway. Howe advised her to contact the Police Chief, Steve Bukala.

There was a discussion on how often the baseball field is used. Beachum expressed a desire to have Burch Field moved to a new location out of the flood zone opening that area up for events.

### 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**

Scott Fosburg commented the repairs around the slide are being worked on and will be completed soon.

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

No comments were received or discussed on this item.

f. **Riverwalk Park**

Anderson asked Howe how the deck project at the library is coming along. Mark Howe said the Lowell Rotary is moving forward with its plans.

9. **COMMISSIONER COMMENTS**

No comments were received.

IT WAS MOVED BY POMPER and seconded by ANDERSON to adjourn at 7:50 p.m.

Respectfully submitted,  
Luanne Wisniewski



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

LEE FUND  
October 20, 2015

	<u>FISCAL YEAR</u> <u>2015 2016 ACTUAL</u>	<u>FISCAL YEAR</u> <u>2015-2016</u> <u>BUDGET</u>	<b>Available</b>
REVENUE:			
Interest Revenue	\$1,983.42	\$10,000.00	
Total Revenues:	\$1,983.42	\$10,000.00	
EXPENDITURES:			
Park Improvements	0.00	\$10,000.00	\$6,835*
Total Expenditures:	0.00		
Ending Balance:			
Net of Revenues/Appropriations	\$1,983.42		

**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**

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL

PERIOD ENDING 10/31/2015  
 % Fiscal Year Completed: 33.61

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 AMENDED BUDGET	YTD BALANCE 10/31/2015	ACTIVITY FOR MONTH 10/31/2015	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	224.75	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	3,439.50	2,610.00	5,560.50	38.22
TOTAL Revenues		9,976.95	12,500.00	4,414.25	2,834.75	8,085.75	35.31
Expenditures							
101-751-702.000	SALARIES-PERMANENT	29,741.42	25,900.00	10,098.14	3,062.63	15,801.86	38.99
101-751-707.000	SALARIES-TEMPORARY	6,082.79	9,400.00	4,055.02	1,170.00	5,344.98	43.14
101-751-708.000	STANDBY	245.04	500.00	224.44	79.72	275.56	44.89
101-751-709.000	SALARIES-OVERTIME	1,872.88	1,000.00	72.36	0.00	927.64	7.24
101-751-715.000	SOCIAL SECURITY	3,039.80	2,900.00	1,134.94	356.78	1,765.06	39.14
101-751-716.000	HEALTH INSURANCE	5,451.51	5,300.00	2,229.35	977.31	3,070.65	42.06
101-751-717.000	LIFE INSURANCE	88.02	100.00	31.19	10.48	68.81	31.19
101-751-718.000	PENSION	6,333.02	4,500.00	833.42	0.00	3,666.58	18.52
101-751-721.000	LONGEVITY	455.01	400.00	0.00	0.00	400.00	0.00
101-751-722.000	WORKERS COMPENSATION	83.50	2,100.00	355.77	109.75	1,744.23	16.94
101-751-723.000	DENTAL INSURANCE	345.00	300.00	121.46	38.13	178.54	40.49
101-751-724.000	EYECARE	149.01	200.00	35.87	13.33	164.13	17.94
101-751-725.000	DISABILITY INSURANCE	222.28	300.00	83.13	27.39	216.87	27.71
101-751-740.000	OPERATING SUPPLIES	4,917.03	6,000.00	2,430.01	424.45	3,569.99	40.50
101-751-802.000	CONTRACTUAL	36,745.00	33,000.00	10,070.00	4,435.00	22,930.00	30.52
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	2,700.00	3,122.00	0.00	(422.00)	115.63
101-751-920.000	PUBLIC UTILITIES	15,958.14	25,000.00	3,974.14	692.85	21,025.86	15.90
101-751-930.000	REPAIR & MAINTENANCE	4,078.70	6,000.00	535.86	23.99	5,464.14	8.93
101-751-940.000	RENTALS	15,611.95	20,000.00	8,209.38	2,381.97	11,790.62	41.05
101-751-955.000	MISCELLANEOUS EXPENSE	0.00	300.00	0.00	0.00	300.00	0.00
TOTAL Expenditures		134,038.64	146,000.00	47,616.48	13,803.78	98,383.52	32.61
Net - Dept 751-PARKS		(124,061.69)	(133,500.00)	(43,202.23)	(10,969.03)	(90,297.77)	
TOTAL REVENUES		9,976.95	12,500.00	4,414.25	2,834.75	8,085.75	35.31
TOTAL EXPENDITURES		134,038.64	146,000.00	47,616.48	13,803.78	98,383.52	32.61
NET OF REVENUES & EXPENDITURES		(124,061.69)	(133,500.00)	(43,202.23)	(10,969.03)	(90,297.77)	32.36

# 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 (2014 payment)	\$1,750	175	
BACKYARD DREAMS	Sept	\$525.00	70						Jan (2014 payment)	\$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		