

**Owosso
Parks & Recreation
Commission**



**Regular Meeting
7:00 pm Wednesday, October 28, 2020
Virtual Meeting via Zoom**

PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING WILL BE A VIRTUAL MEETING

**CITY OF OWOSSO
Parks and Recreation Commission
Wednesday, October 28, 2020
At 7:00 p.m.**

The public may attend and participate in public comment.

Join Zoom Meeting

<https://us02web.zoom.us/j/82462401341?pwd=MnRGRXBxWXJkOUMyNk1JL2M5UDh5Zz09>

Meeting ID: 824 6240 1341

Passcode: 577467

One tap mobile

+13126266799,,82462401341#,,,,,0#,,577467# US (Chicago)

+16465588656,,82462401341#,,,,,0#,,577467# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 824 6240 1341

Passcode: 577467

• **For video instructions visit:**

- o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
- o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
- o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>

Any person who wishes to contact members of the Commission to provide input or ask questions on any business coming before the Commission on October 28, 2020 may do so by calling or e-mailing the Assistant to the City Manager prior to the meeting at (989)725-0577 or amy.fuller@ci.owosso.mi.us.

WARNING: According to the State Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). Per the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications.

City of Owosso related meetings are being monitored and violations of statutes will be prosecuted.

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours' notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk's Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

**PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, SEPTEMBER 23, 2020
7:00PM
Virtual Meeting – via Zoom**

- CALL TO ORDER:** Chairman Workman called the meeting to order at 7:29 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:*** Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioner Kevin Maginity, and Commissioner CarolAnne Smith.
- MEMBERS ABSENT:*** Commissioner Nick Seabasty, Commissioner Elaine Greenway, and Commissioner Christopher Owens
- OTHERS PRESENT:*** Amy Fuller, Assistant to the City Manager
- APPROVAL OF AGENDA:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR SEPTEMBER 23, 2020 AS PRESENTED. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- APPROVAL OF MINUTES:** **COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FOR JULY 22, 2020 WITH NO CHANGES. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- PUBLIC COMMENTS:** None
- COMMUNICATIONS:** Amy Fuller shared emails from Mr. John Orin and Mr. Greg Kanan in favor of adding outdoor pickleball courts. Both of these correspondences were also emailed to the Commission by Ms. Fuller.
- OLD BUSINESS:**
- DNR Grant: Commissioners discussed the preliminary scoring for the Holman Pool Grant.
COMMISSIONER SMITH MADE A MOTION TO AMEND THE GRANT APPLICATION TO INCLUDE MENTION OF THE SHIAWASASSEE AREA TRANSPORTATION AGENCY (SATA).MOTION SUPPORTED BY VICE-CHAIR MAGINITY. AYES ALL, MOTION CARRIED.
- Bennett Field: (Items 4 and 6 from Capital Improvement Plan) Amy Fuller shared new gravel parking lot is finished and work on the drainage issue is currently in progress.
- Millage Discussion: The Commission reviewed a list of potential projects including a new dock at Hopkins Lake, Canoe/kayak launches on the river, improving the tennis courts and adding pickleball, and purchasing new picnic tables and grills. It was decided they would focus on a new dock at Hopkins Lake first and revisit the other topics at the next meeting.
COMMISSIONER MAGINITY MADE A MOTION TO ASK THE CITY TO RECEIVE BIDS FOR A NEW FLOATING DOCK AT HOPKINS LAKE WITH A 48X6 GANGWAY AND A 36X12 PLATFORM. MOTION SECONDED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.
- NEW BUSINESS:**

Check Register Review: May-July 2020: No questions or follow up requested.

Ordinance Amendment: It was discussed that the request to amend the Parks and Recreation Commission ordinance to allow Commissioners to live outside the city limits passed at the previous City Council Meeting.

Old Skate Park: Plans for refurbishing the old skate park were discussed. Vice-Chair Selbig requested this be added to the next meeting agenda.

Free WiFi: Amy Fuller shared an idea from Josh Adams for adding WiFi in a couple city parks and that DayStarr is willing to donate the internet service. She will continue to work with Mr. Adams to learn about the feasibility and any potential costs. It was noted that this could be a good community resource if students need to do virtual learning during COVID-19.

Disc Golf Course: Amy Fuller will look into what needs to be completed at the disc golf course.

Next Meeting: October 28nd @ 7:00 PM

ADJOURNMENT:

VICE-CHAIR SELBIG MADE A MOTION TO ADJOURN AT 9:02 P.M. MOTION SUPPORTED BY COMMISSIONER MAGINITY.

DRAFT

AGENDA
Parks & Recreation Commission
Wednesday, October 28, 2020
7:00PM
Virtual Meeting via Zoom

Call to order:

Pledge of Allegiance:

Roll call:

Approval of agenda: September 23, 2020

Approval of minutes: October 28, 2020

Public comments:

Communications:

Old Business:

- Bennett Field
- Dock bid
- Park Wifi
- Millage Discussion
 - List of projects
 - Preliminary budget

New Business:

- Check Register Review – August, September 2020
- Meeting schedule
- Commission Secretary Role

Next Meeting:

Public/Commissioners Comments:

Adjournment:

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours' notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso website is: www.ci.owosso.mi.us

User: pndemo

DB: Owosso

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
			NORMAL	(ABNORMAL)	MONTH 08/31/2020 INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE			
Fund 208 - PARK/RECREATION SITES FUND									
Revenues									
Dept 000 - REVENUE									
208-000-401.403	GENERAL PROPERTY TAX	139,042.00	31,430.48		17,755.30		107,611.52	22.61	
208-000-401.445	INTEREST & PENALTIES ON TAXES	250.00	0.00		0.00		250.00	0.00	
208-000-664.664	INTEREST INCOME	700.00	10.56		2.37		689.44	1.51	
Total Dept 000 - REVENUE		139,992.00	31,441.04		17,757.67		108,550.96	22.46	
TOTAL REVENUES		139,992.00	31,441.04		17,757.67		108,550.96	22.46	
Expenditures									
Dept 756 - PARKS									
208-756-831.000	BUILDING MAINTENANCE	76,815.00	21,047.11		21,047.11		55,767.89	27.40	
208-756-974.000	SYSTEM IMPROVEMENTS	30,000.00	9,635.92		9,635.92		20,364.08	32.12	
Total Dept 756 - PARKS		106,815.00	30,683.03		30,683.03		76,131.97	28.73	
TOTAL EXPENDITURES		106,815.00	30,683.03		30,683.03		76,131.97	28.73	
Fund 208 - PARK/RECREATION SITES FUND:									
TOTAL REVENUES		139,992.00	31,441.04		17,757.67		108,550.96	22.46	
TOTAL EXPENDITURES		106,815.00	30,683.03		30,683.03		76,131.97	28.73	
NET OF REVENUES & EXPENDITURES		33,177.00	758.01		(12,925.36)		32,418.99	2.28	

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
08/01/2020			101-756-702.200 WAGES		BEG. BALANCE		4,250.33
08/31/2020	GJ	JE	DPW LABOR ALLOCATION - AUGUST 2020	11046	4,725.22		8,975.55
08/31/2020			101-756-702.200	END BALANCE	4,725.22	0.00	8,975.55
08/01/2020			101-756-716.000 FRINGES		BEG. BALANCE		3,422.79
08/31/2020	GJ	JE	DPW FRINGE BENEFIT ALLO - AUGUST 202	11047	3,805.22		7,228.01
08/31/2020			101-756-716.000	END BALANCE	3,805.22	0.00	7,228.01
08/01/2020			101-756-728.000 OPERATING SUPPLIES		BEG. BALANCE		103.56
08/07/2020	AP	INV	LINERS	134789	114.00		217.56
08/07/2020	AP	INV	SUPPLIES	135102	38.00		255.56
08/31/2020			101-756-728.000	END BALANCE	152.00	0.00	255.56
08/01/2020			101-756-820.100 ELECTRICITY		BEG. BALANCE		0.00
08/07/2020	AP	INV	523 OAKWOOD AVE	100019667383-JULY	60.04		60.04
08/07/2020	AP	INV	514 N WASHINGTON ST	100021904063-JULY	34.85		94.89
08/07/2020	AP	INV	625 S SHIAWASSEE ST	100024522268-JULY	43.25		138.14
08/07/2020	AP	INV	625 S SHIAWASSEE ST	100024522326-JULY	34.73		172.87
08/07/2020	AP	INV	623 S SHIAWASSEE ST	100024522409-JULY	39.52		212.39
08/07/2020	AP	INV	424 N CHESTNUT ST	100024661223-JULY	232.60		444.99
08/07/2020	AP	INV	214 CURWOOD CASTLE DR	100025448893-JULY	160.73		605.72
08/07/2020	AP	INV	207 W EXCHANGE ST #2	100025876218-JULY	143.99		749.71
08/07/2020	AP	INV	219 N WATER ST	100026110518-JULY	58.84		808.55
08/07/2020	AP	INV	540 N CHESTNUT ST	100037287321-JULY	103.48		912.03
08/07/2020	AP	INV	1175 FARR AVE	100037287396-JULY	30.46		942.49
08/07/2020	AP	INV	204 S WATER ST	100040816074-JULY	50.98		993.47
08/07/2020	AP	INV	501 OAKWOOD AVE	100063479917-JULY	80.83		1,074.30
08/31/2020			101-756-820.100	END BALANCE	1,074.30	0.00	1,074.30
08/01/2020			101-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		0.00
08/14/2020	AP	INV	COLLAMER PARK 7/10/20-8/6/20	I2011	125.00		125.00
08/14/2020	AP	INV	COLLAMER PARK 7/10/20-8/6/20	I2011	160.00		285.00
08/14/2020	AP	INV	HARMON PATRIDGE PARK 7/10/20-8/6/20	I2008	225.00		510.00
08/14/2020	AP	INV	HARMON PATRIDGE PARK 7/10/20-8/6/20	I2008	260.00		770.00
08/14/2020	AP	INV	BENTLEY PARK 7/10/20-8/6/20	I2009	260.00		1,030.00
08/14/2020	AP	INV	AMPHITHEATER 7/10/20-8/6/20	I2010	160.00		1,190.00
08/21/2020	AP	INV	LOCKETS FOR STORAGE ROOM AT BENTLEY	H0023074	237.50		1,427.50
08/21/2020	AP	INV	BENTLEY PARK-TRACED UNDERGROUND WIRE	26442	148.75		1,576.25
08/21/2020	AP	INV	FAYETTE SQUARE IRRIGATION REPAIR	98416	514.00		2,090.25
08/21/2020	AP	INV	RIVER WALK LIGHTS	512333	168.30		2,258.55
08/31/2020			101-756-831.000	END BALANCE	2,258.55	0.00	2,258.55
08/01/2020			101-756-831.200 BLDG MAINTENANCE-BALLFIELDS		BEG. BALANCE		0.00
08/07/2020	AP	INV	PARTS	490142	3.79		3.79
08/07/2020	AP	INV	SUPPLIES	135102	129.00		132.79
08/14/2020	AP	INV	BENNETT FIELD 7/10/20-8/6/20	I2012	160.00		292.79
08/31/2020			101-756-831.200	END BALANCE	292.79	0.00	292.79
08/01/2020			101-756-843.000 EQUIPMENT RENTAL		BEG. BALANCE		7,522.58
08/31/2020	GJ	JE	EQUIPMENT RENTAL - AUGUST 2020	11048	7,423.49		14,946.07
08/31/2020			101-756-843.000	END BALANCE	7,423.49	0.00	14,946.07
TOTAL FOR DEPARTMENT 756 PARKS					19,731.57	0.00	
TOTAL FOR FUND 101 GENERAL FUND					19,731.57		35,030.83

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 09/30/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2020 NORMAL (ABNORMAL)	MONTH 09/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARK/RECREATION SITES FUND						
Revenues						
Dept 000 - REVENUE						
208-000-401.403	GENERAL PROPERTY TAX	139,042.00	115,665.27	84,234.79	23,376.73	83.19
208-000-401.445	INTEREST & PENALTIES ON TAXES	250.00	66.95	66.95	183.05	26.78
208-000-664.664	INTEREST INCOME	700.00	5.89	(4.67)	694.11	0.84
Total Dept 000 - REVENUE		139,992.00	115,738.11	84,297.07	24,253.89	82.67
TOTAL REVENUES		139,992.00	115,738.11	84,297.07	24,253.89	82.67
Expenditures						
Dept 756 - PARKS						
208-756-831.000	BUILDING MAINTENANCE	76,815.00	24,009.16	2,962.05	52,805.84	31.26
208-756-974.000	SYSTEM IMPROVEMENTS	30,000.00	23,712.47	14,076.55	6,287.53	79.04
Total Dept 756 - PARKS		106,815.00	47,721.63	17,038.60	59,093.37	44.68
TOTAL EXPENDITURES		106,815.00	47,721.63	17,038.60	59,093.37	44.68
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		139,992.00	115,738.11	84,297.07	24,253.89	82.67
TOTAL EXPENDITURES		106,815.00	47,721.63	17,038.60	59,093.37	44.68
NET OF REVENUES & EXPENDITURES		33,177.00	68,016.48	67,258.47	(34,839.48)	205.01

User: pndemo

TRANSACTIONS FROM 09/01/2020 TO 09/30/2020

DB: Owosso

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
09/01/2020			101-756-702.200 WAGES		BEG. BALANCE		8,975.55
09/30/2020	GJ	JE	DPW LABOR ALLOCATION - SEPTEMBER 2020	11078	4,625.55		13,601.10
09/30/2020			101-756-702.200	END BALANCE	4,625.55	0.00	13,601.10
09/01/2020			101-756-716.000 FRINGES		BEG. BALANCE		7,228.01
09/30/2020	GJ	JE	DPW FRINGE BENEFIT ALLO - SEPTEMBER 2020	11079	3,724.96		10,952.97
09/30/2020			101-756-716.000	END BALANCE	3,724.96	0.00	10,952.97
09/01/2020			101-756-728.000 OPERATING SUPPLIES		BEG. BALANCE		255.56
09/04/2020	AP	INV	BACKPACK SPRAYER/SPRAY	300826181	35.99		291.55
09/18/2020	AP	INV	LINERS/DEFOAM/GLOVES	135279	94.00		385.55
09/30/2020			101-756-728.000	END BALANCE	129.99	0.00	385.55
09/01/2020			101-756-820.100 ELECTRICITY		BEG. BALANCE		1,074.30
09/18/2020	AP	INV	501 OAKWOOD AVE	00063479917-AUG 20	60.35		1,134.65
09/18/2020	AP	INV	204 S WATER ST	00040816074-AUG 20	52.41		1,187.06
09/18/2020	AP	INV	1175 FARR AVE	00037287396-AUG 20	29.52		1,216.58
09/18/2020	AP	INV	540 N CHESTNUT ST	00037287321-AUG 20	60.61		1,277.19
09/18/2020	AP	INV	207 W EXCHANGE ST #2	00025876218-AUG 20	165.57		1,442.76
09/18/2020	AP	INV	214 CURWOOD CASTLE DR	00025448893-AUG 20	159.00		1,601.76
09/18/2020	AP	INV	424 N CHESTNUT ST	00024661223-AUG 20	136.46		1,738.22
09/18/2020	AP	INV	623 S SHIAWASSEE ST	00024522409-AUG 20	39.44		1,777.66
09/18/2020	AP	INV	625 S SHIAWASSEE ST	00024522326-AUG 20	40.76		1,818.42
09/18/2020	AP	INV	625 S SHIAWASSEE ST	00024522268-AUG 20	44.21		1,862.63
09/18/2020	AP	INV	514 N WASHINGTON ST	00021904063-AUG 20	35.08		1,897.71
09/18/2020	AP	INV	525 OAKWOOD AVE	00019667383-AUG 20	40.63		1,938.34
09/30/2020			101-756-820.100	END BALANCE	864.04	0.00	1,938.34
09/01/2020			101-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		2,258.55
09/17/2020	CR	RCPT		519695		214.00	2,044.55
09/18/2020	AP	INV	PARTS	490970	2.49		2,047.04
09/18/2020	AP	INV	TENNIS COURT LIGHTS	26542	85.00		2,132.04
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-8/7/20-!	I2463	160.00		2,292.04
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-8/7/20-!	I2461	225.00		2,517.04
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-8/7/20-!	I2461	260.00		2,777.04
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-	I2464	125.00		2,902.04
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-	I2464	160.00		3,062.04
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-8/7/20-!	I2462	260.00		3,322.04
09/18/2020	AP	INV	BENTLEY PARK BASKETBALL COURTS	513254	49.96		3,372.00
09/30/2020			101-756-831.000	END BALANCE	1,327.45	214.00	3,372.00
09/01/2020			101-756-831.200 BLDG MAINTENANCE-BALLFIELDS		BEG. BALANCE		292.79
09/18/2020	AP	INV	LINERS/DEFOAM/GLOVES	135279	94.00		386.79
09/18/2020	AP	INV	PORTABLE SANITATION SERVICES-8/7/20-!	I2465	160.00		546.79
09/30/2020			101-756-831.200	END BALANCE	254.00	0.00	546.79
09/01/2020			101-756-843.000 EQUIPMENT RENTAL		BEG. BALANCE		14,946.07
09/30/2020	GJ	JE	EQUIPMENT RENTAL - SEPTEMBER 2020	11080	7,573.61		22,519.68
09/30/2020			101-756-843.000	END BALANCE	7,573.61	0.00	22,519.68
TOTAL FOR DEPARTMENT 756 PARKS					18,499.60	214.00	
TOTAL FOR FUND 101 GENERAL FUND					18,499.60	214.00	53,316.43