

**Owosso
Parks & Recreation
Commission**



**Regular Meeting
7:00 pm Wednesday, August 26, 2020
Virtual Meeting via Zoom**

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

The Owosso Parks and Recreation Commission will conduct a virtual meeting August 26, 2020 that is consistent with Gov. Gretchen Whitmer's executive directive regarding public meetings during the COVID-19 pandemic.

**CITY OF OWOSSO
Parks and Recreation Commission
Wednesday, August 26, 2020
At 7:00 p.m.**

The public may attend and participate in public comment.

Join Zoom Meeting

<https://us02web.zoom.us/j/83108148127?pwd=eG9pWGdxWnIPQzAwbFFyS0VPZUM2dz09>

Meeting ID: 831 0814 8127

Passcode: 506316

One tap mobile

+16465588656,,83108148127#,,,,,0#,,506316# US (New York)

+13017158592,,83108148127#,,,,,0#,,506316# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 831 0814 8127

Passcode: 506316

• **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>

- **Meeting packets are published on the City of Owosso website:** [August 26, 2020 Parks and Recreation Agenda Packet](#)

Any person who wishes to contact members of the Commission to provide input or ask questions on any business coming before the Commission on August 26, 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.

AGENDA
Parks & Recreation Commission
Wednesday, August 26, 2020
7:00PM
Virtual Meeting – Via Zoom

Call to order:

Pledge of Allegiance:

Roll call:

Approval of agenda: August 26, 2020

Approval of minutes: July 22, 2020

Public comments:

Communications:

Old Business:

- Splash Pad
- Stocking of Hopkins Lake
- DNR Grant
- Bennett Field
- Classes in Park

New Business:

- Check Register Review – May and June 2020
- New Commissioner
- Old Skate Park
- Millage Discussion
 - Hopkins Lake Trail – Rick Morris
 - Hopkins Lake Dock
 - Swimming Area
 - Kayak Launches
 - Tennis Courts
 - ArtPath
 - Picnic tables and grills

Next Meeting: September 23rd @ 7:00 PM

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

PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, JULY 22, 2020
7:00PM
Virtual Meeting – via Zoom

CALL TO ORDER: Vice-Chair Selbig called the meeting to order at 7:06 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Vice-Chair Jeff Selbig, Commissioner Andrew Workman, Commissioner Kevin Maginity, Commissioner Elaine Greenway, and Commissioner Christopher Owens

MEMBERS ABSENT: Commissioner Nick Seabasty

OTHERS PRESENT: Nathan Henne, City Manager, Amy Fuller, Assistant to the City Manager

APPROVAL OF AGENDA: **COMMISSIONER OWENS MADE A MOTION TO APPROVE THE AGENDA FOR JULY 22, 2020 AS PRESENTED. MOTION SUPPORTED BY COMMISSIONER MAGINITY AYES ALL, MOTION CARRIED.**

APPROVAL OF MINUTES: **COMMISSIONER GREENWAY MADE A MOTION TO APPROVE THE MINUTES FOR MARCH 3, 2020 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER OWENS AYES ALL, MOTION CARRIED.**

PUBLIC COMMENTS: None

COMMISSIONER COMMENT:

Commissioner Owens shared that the Masons have committed to restocking Hopkins Lake.

COMMUNICATIONS:

Amy Fuller shared a message from a gentleman who made a donation to Plunge for the Parks, he also thanked the volunteers for making the parks “so inviting”.

OLD BUSINESS:

DNR Grant: Amy Fuller shared that the Holman Pool grant was submitted. The City should receive notification on if they are awarded the funds by Fall 2020.

Bennett Field: Items 4 and 6 from Capital Improvement Plan: Amy Fuller shared that DPW will begin work on these items late August/early September.

Ballfield Lights: Amy Fuller shared that all the lights are currently working but a long-term solution will be needed.

NEW BUSINESS:

Organizational item:

COMMISSIONER GREENWAY MADE A MOTION TO NOMINATE COMMISSIONER WORKMAN AS THE NEW PARKS AND RECREATION CHAIRMAN. MOTION SUPPORTED BY COMMISSIONER OWENS. AYES ALL, MOTION CARRIED.

Check Register Review – March-April 2020:

Commissioner Workman asked for clarification on points from the March 3, 2020 check review. Amy Fuller provided information on the “2020 Public Swimming Pool Inspection,” “Spray Pad License Renewals,” and “2019 Owosso Drain Assessments”. There were no additional questions.

Exercise classes in the park – rules:

Vice-Chair Selbig asked if gyms should be allowed to hold group classes in the parks. **COMMISSIONER GREENWAY MADE A MOTION FOR STAFF TO DRAFT A MEMO FOR COUNCIL SEEKING PERMISSION FOR GROUP CLASSES IN THE PARKS WITH PROPER LIABILITY INSURANCE. MOTION SUPPORTED BY COMMISSIONER OWENS. AYES ALL, MOTION CARRIED.**

Day of Giving Ideas (Casey Lambert):

Vice-Chair Selbig shared that this group is going to do a river clean-up but encouraged the commission to consider future Day of Giving ideas for the parks.

Millage fund discussion:

Commissioners discussed priorities for millage funds. Commissioners Maginity and Greenway will meet with staff and Shiawassee-Owosso Kiwanis members at Hopkins Lake to look at the dock. The Commission asked Amy Fuller to look into pricing and locations for kayak launches, lockers and signage. Commissioner Maginity suggested getting pricing for fixing the tennis courts. Commissioner Workman shared information about doing an art walk.

Next Meeting: August 26nd @ 7:00 PM

ADJOURNMENT:

COMMISSIONER MAGINITY MADE A MOTION TO ADJOURN AT 8:01 P.M. MOTION SUPPORTED BY COMMISSIONER WORKMAN.

DRAFT

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
05/01/2020			101-756-702.200 WAGES		BEG. BALANCE		22,738.63
05/31/2020	GJ	JE	DPW LABOR ALLOCATION - MAY 2020	10817	3,991.02		26,729.65
05/31/2020			101-756-702.200	END BALANCE	3,991.02	0.00	26,729.65
05/01/2020			101-756-702.400 WAGES - TEMPORARY		BEG. BALANCE		1,833.30
05/31/2020			101-756-702.400	END BALANCE	0.00	0.00	1,833.30
05/01/2020			101-756-716.000 FRINGES		BEG. BALANCE		19,787.79
05/31/2020	GJ	JE	DPW FRINGE BENEFIT ALLO - MAY 2020	10818	3,213.97		23,001.76
05/31/2020			101-756-716.000	END BALANCE	3,213.97	0.00	23,001.76
05/01/2020			101-756-728.000 OPERATING SUPPLIES		BEG. BALANCE		538.16
05/31/2020			101-756-728.000	END BALANCE	0.00	0.00	538.16
05/01/2020			101-756-818.000 CONTRACTUAL SERVICES		BEG. BALANCE		26,578.62
05/31/2020			101-756-818.000	END BALANCE	0.00	0.00	26,578.62
05/01/2020			101-756-820.100 ELECTRICITY		BEG. BALANCE		5,900.30
05/01/2020	AP	INV	424 N CHESTNUT	100024661223-MAR	57.79		5,958.09
05/15/2020	AP	INV	214 CURWOOD CASTLE DR	100025448893-APR	380.92		6,339.01
05/15/2020	AP	INV	525 OAKWOOD AVE	100019667383-APR	50.72		6,389.73
05/15/2020	AP	INV	1175 FARR AVE	100037287396-APR	25.90		6,415.63
05/15/2020	AP	INV	501 OAKWOOD AVE	100063479917-APR	26.70		6,442.33
05/15/2020	AP	INV	514 N WASHINGTON ST	100021904063-APR	29.53		6,471.86
05/15/2020	AP	INV	204 S WATER ST	100040816074-APR	48.04		6,519.90
05/15/2020	AP	INV	540 N CHESTNUT ST	100037287321-APR	25.36		6,545.26
05/15/2020	AP	INV	219 N WATER ST	100026110518-APR	27.38		6,572.64
05/15/2020	AP	INV	424 N CHESTNUT ST	100024661223-APR	58.65		6,631.29
05/15/2020	AP	INV	625 S SHIAWASSEE ST	100024522268-APR	80.05		6,711.34
05/15/2020	AP	INV	625 S SHIAWASSEE ST	100024522326-APR	53.96		6,765.30
05/15/2020	AP	INV	623 S SHIAWASSEE ST	100024522409-APR	72.22		6,837.52
05/31/2020			101-756-820.100	END BALANCE	937.22	0.00	6,837.52
05/01/2020			101-756-820.400 WATER & SEWER		BEG. BALANCE		5,441.28
05/31/2020			101-756-820.400	END BALANCE	0.00	0.00	5,441.28
05/01/2020			101-756-820.500 REFUSE		BEG. BALANCE		547.78
05/31/2020			101-756-820.500	END BALANCE	0.00	0.00	547.78
05/01/2020			101-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		7,514.85
05/15/2020	AP	INV	PARTS	6025128	39.40		7,554.25
05/15/2020	AP	INV	PARTS	486403	3.30		7,557.55
05/29/2020	AP	INV	LUMBER	85442	450.00		8,007.55
05/31/2020			101-756-831.000	END BALANCE	492.70	0.00	8,007.55
05/01/2020			101-756-831.200 BLDG MAINTENANCE-BALLFIELDS		BEG. BALANCE		2,221.69
05/29/2020	AP	INV	BENNETT FIELD DRINKING FOUNTAIN	74083	18.47		2,240.16
05/31/2020			101-756-831.200	END BALANCE	18.47	0.00	2,240.16
05/01/2020			101-756-843.000 EQUIPMENT RENTAL		BEG. BALANCE		36,964.27
05/31/2020	GJ	JE	EQUIPMENT RENTAL - MAY 2020	10819	8,049.01		45,013.28
05/31/2020			101-756-843.000	END BALANCE	8,049.01	0.00	45,013.28
05/01/2020			101-756-974.000-SKATEPRK18 SYSTEM IMPROVEMENTS		BEG. BALANCE		9,424.38
05/31/2020			101-756-974.000-SKATEPRK18	END BALANCE	0.00	0.00	9,424.38
TOTAL FOR DEPARTMENT 756 PARKS					16,702.39	0.00	
TOTAL FOR FUND 101 GENERAL FUND					16,702.39		156,193.44

User: pndemo

DB: Owosso

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	05/31/2020 (ABNORMAL)	MONTH 05/31/2020 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 208 - PARK/RECREATION SITES FUND								
Revenues								
Dept 000 - REVENUE								
208-000-401.403	GENERAL PROPERTY TAX	125,000.00		118,137.69	1.61	6,862.31		94.51
208-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		248.89	0.00	(248.89)		100.00
208-000-664.664	INTEREST INCOME	0.00		761.23	14.06	(761.23)		100.00
Total Dept 000 - REVENUE		<u>125,000.00</u>		<u>119,147.81</u>	<u>15.67</u>	<u>5,852.19</u>		<u>95.32</u>
TOTAL REVENUES		<u>125,000.00</u>		<u>119,147.81</u>	<u>15.67</u>	<u>5,852.19</u>		<u>95.32</u>
Fund 208 - PARK/RECREATION SITES FUND:								
TOTAL REVENUES		125,000.00		119,147.81	15.67	5,852.19		95.32
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		<u>125,000.00</u>		<u>119,147.81</u>	<u>15.67</u>	<u>5,852.19</u>		<u>95.32</u>

User: pndemo
DB: Owosso

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
06/01/2020			101-756-702.200 WAGES		BEG. BALANCE		26,729.65
06/30/2020	GJ	JE	DPW LABOR ALLOCATION - JUNE 2020	10881	5,500.60		32,230.25
06/30/2020			101-756-702.200	END BALANCE	5,500.60	0.00	32,230.25
06/01/2020			101-756-702.400 WAGES - TEMPORARY		BEG. BALANCE		1,833.30
06/30/2020			101-756-702.400	END BALANCE	0.00	0.00	1,833.30
06/01/2020			101-756-716.000 FRINGES		BEG. BALANCE		23,001.76
06/30/2020	GJ	JE	DPW FRINGE BENEFIT ALL - JUNE 2020	10882	4,429.63		27,431.39
06/30/2020			101-756-716.000	END BALANCE	4,429.63	0.00	27,431.39
06/01/2020			101-756-728.000 OPERATING SUPPLIES		BEG. BALANCE		538.16
06/28/2020	AP	INV	SUPPLIES	134027	76.00		614.16
06/30/2020			101-756-728.000	END BALANCE	76.00	0.00	614.16
06/01/2020			101-756-818.000 CONTRACTUAL SERVICES		BEG. BALANCE		26,578.62
06/28/2020	AP	INV	WATER/SEWER BILLS-NEWSLETTER	1-48292	50.62		26,629.24
06/30/2020			101-756-818.000	END BALANCE	50.62	0.00	26,629.24
06/01/2020			101-756-820.100 ELECTRICITY		BEG. BALANCE		6,837.52
06/12/2020	AP	INV	540 N CHESTNUT ST	100037287321-MAY	25.36		6,862.88
06/12/2020	AP	INV	1175 FARR AVE	100037287396-MAY	25.77		6,888.65
06/12/2020	AP	INV	204 S WATER ST	100040816074-MAY	48.59		6,937.24
06/12/2020	AP	INV	501 OAKWOOD AVE	100063479917-MAY	26.98		6,964.22
06/12/2020	AP	INV	424 N CHESTNUT ST	100024661223-MAY	69.68		7,033.90
06/12/2020	AP	INV	623 S SHIAWASSEE ST	100024522409-MAY	47.11		7,081.01
06/12/2020	AP	INV	625 S SHIAWASSEE ST	100024522268-MAY	40.04		7,121.05
06/12/2020	AP	INV	625 S SHIAWASSEE ST	100024522326-MAY	25.36		7,146.41
06/12/2020	AP	INV	514 N WASHINGTON ST	100021904063-MAY	29.31		7,175.72
06/12/2020	AP	INV	525 OAKWOOD AVE	100019667383-MAY	25.36		7,201.08
06/12/2020	AP	INV	214 CURWOOD CASTLE DR	100025448893-MAY	151.77		7,352.85
06/12/2020	AP	INV	207 W EXCHANGE ST #2	100025876218-MAY	105.43		7,458.28
06/12/2020	AP	INV	219 N WATER ST	100026110518-MAY	27.93		7,486.21
06/28/2020	AP	INV	501 OAKWOOD AVE	100063479917-JUNE	45.34		7,531.55
06/28/2020	AP	INV	540 N CHESTNUT ST	100037287321-JUNE	57.76		7,589.31
06/28/2020	AP	INV	1175 FARR AVE	100037287396-JUNE	31.57		7,620.88
06/28/2020	AP	INV	204 S WATER ST	100040816074-JUNE	45.07		7,665.95
06/28/2020	AP	INV	625 S SHIAWASSEE ST	100024522268-JUNE	39.11		7,705.06
06/28/2020	AP	INV	625 S SHIAWASSEE ST	100024522326-JUNE	35.63		7,740.69
06/28/2020	AP	INV	623 S SHIAWASSEE ST	100024522409-JUNE	36.16		7,776.85
06/28/2020	AP	INV	424 N CHESTNUT ST	100024661223-JUNE	161.99		7,938.84
06/28/2020	AP	INV	214 CURWOOD CASTLE DR	100025448893-JUNE	129.71		8,068.55
06/28/2020	AP	INV	514 N WASHINGTON ST	100021904063-JUNE	30.49		8,099.04
06/28/2020	AP	INV	525 OAKWOOD AVE	100019667383-JUNE	38.33		8,137.37
06/28/2020	AP	INV	219 N WATER ST	100026110518-JUNE	28.32		8,165.69
06/30/2020			101-756-820.100	END BALANCE	1,328.17	0.00	8,165.69
06/01/2020			101-756-820.400 WATER & SEWER		BEG. BALANCE		5,441.28
06/28/2020	AP	INV	WATER/SEWER USAGE	3/18/20-6/16/20	1,396.77		6,838.05
06/30/2020			101-756-820.400	END BALANCE	1,396.77	0.00	6,838.05
06/01/2020			101-756-820.500 REFUSE		BEG. BALANCE		547.78
06/30/2020			101-756-820.500	END BALANCE	0.00	0.00	547.78
06/01/2020			101-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		8,007.55
06/12/2020	AP	INV	SKATE PARK SIGN REPAIR	2232	75.00		8,082.55
06/12/2020	AP	INV	AMPHITHEATER LIGHTING	511337	139.24		8,221.79
06/26/2020	AP	INV	BENTLY PARK PUMP	26081	85.00		8,306.79
06/28/2020	AP	INV	AMPHITHEATER-6/12/20-7/9/20	I1320	160.00		8,466.79
06/28/2020	AP	INV	BENTLEY PARK-6/12/20-7/9/20	I1317	260.00		8,726.79
06/28/2020	AP	INV	HARMON PATRIDGE PARK	I1316	225.00		8,951.79
06/28/2020	AP	INV	HARMON PATRIDGE PARK	I1316	260.00		9,211.79
06/28/2020	AP	INV	COLLAMER PARK	I1322	125.00		9,336.79
06/28/2020	AP	INV	COLLAMER PARK	I1322	160.00		9,496.79
06/28/2020	AP	INV	SHOVELS/CONCRETE	B23475	11.98		9,508.77
06/28/2020	AP	INV	GRAFFITI REMOVER	14695-242086	74.82		9,583.59
06/30/2020			101-756-831.000	END BALANCE	1,576.04	0.00	9,583.59
06/01/2020			101-756-831.200 BLDG MAINTENANCE-BALLFIELDS		BEG. BALANCE		2,240.16
06/28/2020	AP	INV	FAUCET-BENTLEY PARK BATHROOM	176316	84.78		2,324.94
06/28/2020	AP	INV	TROUBleshoot BENNETT FIELD SCOREBOAR	26243	86.50		2,411.44
06/28/2020	AP	INV	PARTS	9015592	9.78		2,421.22
06/28/2020	AP	INV	PARTS	74485	18.40		2,439.62
06/28/2020	AP	INV	BENNETT FIELD	I1323	160.00		2,599.62
06/28/2020	AP	INV	BALLAST (@)	511914	225.34		2,824.96
06/28/2020	AP	INV	BENNETT FIELD WORK	26287	85.00		2,909.96
06/28/2020	AP	INV	SUPPLIES	134573	431.00		3,340.96
06/30/2020			101-756-831.200	END BALANCE	1,100.80	0.00	3,340.96
06/01/2020			101-756-843.000 EQUIPMENT RENTAL		BEG. BALANCE		45,013.28
06/30/2020	GJ	JE	EQUIPMENT RENTAL - JUNE 2020	10883	10,376.00		55,389.28
06/30/2020			101-756-843.000	END BALANCE	10,376.00	0.00	55,389.28
06/01/2020			101-756-974.000-SKATEPRK18 SYSTEM IMPROVEMENTS		BEG. BALANCE		9,424.38
06/30/2020			101-756-974.000-SKATEPRK18	END BALANCE	0.00	0.00	9,424.38
TOTAL FOR DEPARTMENT 756 PARKS					25,834.63	0.00	

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
TOTAL FOR FUND 101 GENERAL FUND					25,834.63		182,028.07

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 06/30/2020

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDT USED	
		AMENDED BUDGET	NORMAL	06/30/2020 (ABNORMAL)	MONTH 06/30/2020 (DECREASE)	NORMAL	(ABNORMAL) BALANCE		
Fund 208 - PARK/RECREATION SITES FUND									
Revenues									
Dept 000 - REVENUE									
208-000-401.403	GENERAL PROPERTY TAX	125,000.00		124,665.97	6,528.28		334.03	99.73	
208-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		501.75	252.86		(501.75)	100.00	
208-000-664.664	INTEREST INCOME	0.00		766.35	5.12		(766.35)	100.00	
Total Dept 000 - REVENUE		<u>125,000.00</u>		<u>125,934.07</u>	<u>6,786.26</u>		<u>(934.07)</u>	<u>100.75</u>	
TOTAL REVENUES		<u>125,000.00</u>		<u>125,934.07</u>	<u>6,786.26</u>		<u>(934.07)</u>	<u>100.75</u>	
Fund 208 - PARK/RECREATION SITES FUND:									
TOTAL REVENUES		125,000.00		125,934.07	6,786.26		(934.07)	100.75	
TOTAL EXPENDITURES		0.00		0.00	0.00		0.00	0.00	
NET OF REVENUES & EXPENDITURES		<u>125,000.00</u>		<u>125,934.07</u>	<u>6,786.26</u>		<u>(934.07)</u>	<u>100.75</u>	