

**Owosso
Parks & Recreation
Commission**



**Regular Meeting
7:00 pm Wednesday, April 28, 2021
Virtual Meeting via Zoom**

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

**CITY OF OWOSSO
Parks and Recreation Commission
Wednesday, April 28, 2021
At 7:00 p.m.**

The public may attend and participate in public comment.

City of Owosso is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81875437866?pwd=RCsrRzFITTZRQzRoRDdmSHpSczdjZz09>

Meeting ID: 818 7543 7866

Passcode: 407721

One tap mobile

+13017158592,,81875437866#,,,,*407721# US (Washington DC)

+13126266799,,81875437866#,,,,*407721# US (Chicago)

Dial by your location

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+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 818 7543 7866

Passcode: 407721

• **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 April 28, 2021 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, April 28, 2021
7:00PM
Virtual Meeting via Zoom

Call to order:

Pledge of Allegiance:

Roll call:

Approval of agenda: April 28, 2021

Approval of minutes: March 24, 2021

Public comments:

Communications:

Old Business:

- Park Wireless Internet
- Grove Holman Building
- Hopkins Lake
 - Dock
 - Fish
 - Fishing pole shed
- Disc Golf
 - Sign posts
 - Concrete

New Business:

- Check Register Review – Feb. 2021
- Amphitheater
- Pickleball
- Plaques at Curwood Park
- Old Skate Park

Next Meeting: May 26, 2021

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, March 24, 2021

7:00PM

Virtual Meeting – via Zoom

- CALL TO ORDER:** Chairman Workman called the meeting to order at 7:03 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:*** Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioner Carol Anne Smith, Commissioner Kevin Maginity, and Commissioner Elaine Greenway
- MEMBERS ABSENT:*** Commissioner Christopher Owens, Commissioner Paula Alexander.
Commissioner
- OTHERS PRESENT:*** Amy Fuller
- APPROVAL OF AGENDA:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR, MARCH 24, 2021 AS PRESENTED. MOTION SUPPORTED BY CHAIRMAN MAGINITY. AYES ALL, MOTION CARRIED.**
- APPROVAL OF MINUTES:** **COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FOR, JANUARY 27, 2021 WITH NO CHANGES. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- PUBLIC COMMENTS:** None
- COMMUNICATIONS:** Ms. Fuller reported that Commissioner Alexander resigned. Ms. Fuller also relayed an observation from Rick Dibeau that there is a need for privacy partitions in the bathrooms at Bennett Field. Commissioner Maginity added an update on the frisbee golf course at Hopkins Lake to the agenda under new business.
- OLD BUSINESS:**
- Park WiFi: Ms. Fuller and Mark Mitchell met with Daystarr to tour the 3 parks receiving WiFi. There is an issue with the electrical in the Bentley pavilion that is being resolved prior to installation.
- Grove Holman Building: Ms. Fuller reported that we are in the process of selecting an architect. One of the bids did not cover the complete scope of work required in the grant. Another firm declined to bid. Ms Fuller will be getting clarification on the scope and request a bid from another firm to replace the one that declined.
- NEW BUSINESS:**
- Check Register Review: Ms. Fuller reminded us that there is still approximately \$100,000 of millage money to allocate to projects.
- Virtual Meetings: **COMMISSIONER SMITH MADE A MOTION THAT THE MEETING REMAIN VIRTUAL FOR APRIL 28TH AND TAKE IT MONTH BY MONTH GOING FORWARD. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- Hopkins Lake trail markers: Rick Morris requested trail markers and they have been ordered by Ms. Fuller. Mr. Morris has volunteers to place the markers.

Hopkins Lake fish stocking: The Masons are donating the funds to stock the lake with the appropriate fish. They are in the process of acquiring the necessary permit to stock a lake that has public fishing access.

Hopkins Lake Frisbee Golf: Commissioner Maginity will schedule a meeting with the project founder Tim Law to determine what is needed to complete the course.

Parks and Recreation Master Plan: The commission reviewed the line items in the current plan through 2018. We will pick it up again at the April meeting.

Next Meeting: April, 28th 2021 @ 7:00 PM

Public/Commissioners Comments: None

ADJOURNMENT:

COMMISSIONER SMITH MADE A MOTION TO ADJOURN AT 8:10 P.M. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED.

DRAFT

PERIOD ENDING 02/28/2021

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2021	MONTH 02/28/2021	BALANCE	
Fund 208 - PARK/RECREATION SITES FUND						
Revenues						
Dept 000 - REVENUE						
208-000-401.403	GENERAL PROPERTY TAX	139,042.00	120,924.24	875.40	18,117.76	86.97
208-000-401.445	INTEREST & PENALTIES ON TAXES	250.00	187.11	29.15	62.89	74.84
208-000-664.664	INTEREST INCOME	700.00	(14.79)	(4.90)	714.79	(2.11)
208-000-695.699	APPROPRIATION OF FUND BALANCE	30,000.00	0.00	0.00	30,000.00	0.00
Total Dept 000 - REVENUE		169,992.00	121,096.56	899.65	48,895.44	71.24
TOTAL REVENUES		169,992.00	121,096.56	899.65	48,895.44	71.24
Expenditures						
Dept 756 - PARKS						
208-756-728.000	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00
208-756-818.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
208-756-831.000	BUILDING MAINTENANCE	67,815.00	1,742.90	1,742.90	66,072.10	2.57
208-756-974.000	SYSTEM IMPROVEMENTS	60,000.00	50,090.94	0.00	9,909.06	83.48
Total Dept 756 - PARKS		127,815.00	51,833.84	1,742.90	75,981.16	40.55
TOTAL EXPENDITURES		127,815.00	51,833.84	1,742.90	75,981.16	40.55
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		169,992.00	121,096.56	899.65	48,895.44	71.24
TOTAL EXPENDITURES		127,815.00	51,833.84	1,742.90	75,981.16	40.55
NET OF REVENUES & EXPENDITURES		42,177.00	69,262.72	(843.25)	(27,085.72)	164.22
TOTAL REVENUES - FUND 208		169,992.00	121,096.56	899.65	48,895.44	71.24
TOTAL EXPENDITURES - FUND 208		127,815.00	51,833.84	1,742.90	75,981.16	40.55
NET OF REVENUES & EXPENDITURES		42,177.00	69,262.72	(843.25)	(27,085.72)	164.22

User: pndemo

TRANSACTIONS FROM 02/01/2021 TO 02/28/2021

DB: Owosso

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 208 PARK/RECREATION SITES FUND							
Department 000 REVENUE							
02/01/2021			208-000-101.200 CASH - CHEMICAL BANK		BEG. BALANCE		196,040.04
02/01/2021	GJ	JE	JAN 1-15, 21 TAX COLLECTION DISBURSE	11271	348.85		196,388.89
02/05/2021	GJ	JE	JAN 16-31 AS VALOREM TAX COLLECTION	11283	555.70		196,944.59
02/19/2021	CD	CHK	SUMMARY CD 02/19/2021			1,742.90	195,201.69
02/28/2021	GJ	JE	1 INTEREST ALLOCATION - FEBRUARY 2021	11323		4.90	195,196.79
02/28/2021			208-000-101.200	END BALANCE	904.55	1,747.80	195,196.79
02/01/2021			208-000-366.000 RESTRICTED FUND BALANCE		BEG. BALANCE		(125,934.07)
02/28/2021			208-000-366.000	END BALANCE	0.00	0.00	(125,934.07)
02/01/2021			208-000-401.403 GENERAL PROPERTY TAX		BEG. BALANCE		(120,048.84)
02/01/2021	GJ	JE	JAN 1-15, 21 TAX COLLECTION DISBURSE	11271		337.86	(120,386.70)
02/05/2021	GJ	JE	JAN 16-31 AS VALOREM TAX COLLECTION	11283		537.54	(120,924.24)
02/28/2021			208-000-401.403	END BALANCE	0.00	875.40	(120,924.24)
02/01/2021			208-000-401.445 INTEREST & PENALTIES ON TAXES		BEG. BALANCE		(157.96)
02/01/2021	GJ	JE	JAN 1-15, 21 TAX COLLECTION DISBURSE	11271		10.99	(168.95)
02/05/2021	GJ	JE	JAN 16-31 AS VALOREM TAX COLLECTION	11283		18.16	(187.11)
02/28/2021			208-000-401.445	END BALANCE	0.00	29.15	(187.11)
02/01/2021			208-000-664.664 INTEREST INCOME		BEG. BALANCE		9.89
02/28/2021	GJ	JE	1 INTEREST ALLOCATION - FEBRUARY 2021	11323	4.90		14.79
02/28/2021			208-000-664.664	END BALANCE	4.90	0.00	14.79
TOTAL FOR DEPARTMENT 000 REVENUE					909.45	2,652.35	
Department 756 PARKS							
02/01/2021			208-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		0.00
02/19/2021	AP	INV	OUTDOOR METAL TRASH BINS (10_	117197283	1,742.90		1,742.90
02/28/2021			208-756-831.000	END BALANCE	1,742.90	0.00	1,742.90
02/01/2021			208-756-974.000-BENNETTFLD SYSTEM IMPROVEMENTS		BEG. BALANCE		50,090.94
02/28/2021			208-756-974.000-BENNETTFLD	END BALANCE	0.00	0.00	50,090.94
TOTAL FOR DEPARTMENT 756 PARKS					1,742.90	0.00	
TOTAL FOR FUND 208 PARK/RECREATION SITES FUND					2,652.35	2,652.35	0.00

PERIOD ENDING 02/28/2021

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/28/2021	MONTH 02/28/2021	BALANCE	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 756 - PARKS						
101-756-702.200	WAGES	45,000.00	23,926.73	1,987.45	21,073.27	53.17
101-756-702.400	WAGES - TEMPORARY	3,300.00	0.00	0.00	3,300.00	0.00
101-756-716.000	FRINGES	38,000.00	17,857.30	1,285.28	20,142.70	46.99
101-756-728.000	OPERATING SUPPLIES	4,083.00	2,773.91	0.00	1,309.09	67.94
101-756-818.000	CONTRACTUAL SERVICES	18,000.00	104.37	104.37	17,895.63	0.58
101-756-820.100	ELECTRICITY	10,500.00	6,215.52	950.46	4,284.48	59.20
101-756-820.400	WATER & SEWER	15,000.00	7,550.12	0.00	7,449.88	50.33
101-756-820.500	REFUSE	700.00	0.00	0.00	700.00	0.00
101-756-831.000	BUILDING MAINTENANCE	1,850.00	9,801.05	104.69	(7,951.05)	529.79
101-756-831.200	BLDG MAINTENANCE-BALLFIELDS	4,000.00	849.53	0.00	3,150.47	21.24
101-756-836.200	TREES & GARDEN	1,000.00	0.00	0.00	1,000.00	0.00
101-756-843.000	EQUIPMENT RENTAL	62,000.00	33,187.61	1,077.76	28,812.39	53.53
101-756-974.000	LAND IMPROVEMENTS	24,000.00	34,710.00	0.00	(10,710.00)	144.63
Total Dept 756 - PARKS		227,433.00	136,976.14	5,510.01	90,456.86	60.23
TOTAL EXPENDITURES		227,433.00	136,976.14	5,510.01	90,456.86	60.23
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		227,433.00	136,976.14	5,510.01	90,456.86	60.23
NET OF REVENUES & EXPENDITURES		(227,433.00)	(136,976.14)	(5,510.01)	(90,456.86)	60.23

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
02/01/2021			101-756-702.200 WAGES		BEG. BALANCE		21,939.28
02/28/2021	GJ	JE	DPW LABOR ALLOCATION - FEBRUARY 2021	11330	1,987.45		23,926.73
02/28/2021			101-756-702.200	END BALANCE	1,987.45	0.00	23,926.73
02/01/2021			101-756-716.000 FRINGES		BEG. BALANCE		16,572.02
02/28/2021	GJ	JE	DPW FRINGE BENEFIT ALLO - FEBRUARY 2021	11331	1,285.28		17,857.30
02/28/2021			101-756-716.000	END BALANCE	1,285.28	0.00	17,857.30
02/01/2021			101-756-728.000 OPERATING SUPPLIES		BEG. BALANCE		2,773.91
02/28/2021			101-756-728.000	END BALANCE	0.00	0.00	2,773.91
02/01/2021			101-756-818.000 CONTRACTUAL SERVICES		BEG. BALANCE		0.00
02/19/2021	AP	INV	NEWSLETTER	1-51557	104.37		104.37
02/28/2021			101-756-818.000	END BALANCE	104.37	0.00	104.37
02/01/2021			101-756-820.100 ELECTRICITY		BEG. BALANCE		5,265.06
02/05/2021	AP	INV	501 OAKWOOD AVE	00063479917-JAN 21	30.41		5,295.47
02/05/2021	AP	INV	204 S WATER ST	00040816074-JAN 21	62.45		5,357.92
02/05/2021	AP	INV	1175 FARR AVE	00037287396-JAN 21	29.55		5,387.47
02/05/2021	AP	INV	540 N CHESTNUT ST	00037287321-JAN 21	29.13		5,416.60
02/05/2021	AP	INV	219 N WATER ST	00026110518-JAN 21	36.57		5,453.17
02/05/2021	AP	INV	207 W EXCHANGE ST #2	00025876218-JAN 21	196.89		5,650.06
02/05/2021	AP	INV	214 CURWOOD CASTLE DR	00025448893-JAN 21	230.80		5,880.86
02/05/2021	AP	INV	424 N CHESTNUT ST	00024661223-JAN 21	61.88		5,942.74
02/05/2021	AP	INV	623 S SHIAWASSEE ST	00024522409-JAN 21	86.34		6,029.08
02/05/2021	AP	INV	625 S SHIAWASSEE ST	00024522326-JAN 21	29.27		6,058.35
02/05/2021	AP	INV	625 S SHIAWASSEE ST	00024522268-JAN 21	89.32		6,147.67
02/05/2021	AP	INV	514 N WASHINGTON ST	00021904063-JAN 21	38.72		6,186.39
02/05/2021	AP	INV	525 OAKWOOD AVE	00019667383-JAN 21	29.13		6,215.52
02/28/2021			101-756-820.100	END BALANCE	950.46	0.00	6,215.52
02/01/2021			101-756-820.400 WATER & SEWER		BEG. BALANCE		7,550.12
02/28/2021			101-756-820.400	END BALANCE	0.00	0.00	7,550.12
02/01/2021			101-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		9,696.36
02/05/2021	AP	INV	BRUSHES	497115	23.98		9,720.34
02/05/2021	AP	INV	REBAR	2023850	19.65		9,739.99
02/05/2021	AP	INV	PARTS	5025550	30.86		9,770.85
02/05/2021	AP	INV	BENTLEY PARK REPAIRS	516372	26.75		9,797.60
02/05/2021	AP	INV	BENTLEY PARK REPAIRS	516394	3.45		9,801.05
02/28/2021			101-756-831.000	END BALANCE	104.69	0.00	9,801.05
02/01/2021			101-756-831.200 BLDG MAINTENANCE-BALLFIELDS		BEG. BALANCE		849.53
02/28/2021			101-756-831.200	END BALANCE	0.00	0.00	849.53
02/01/2021			101-756-843.000 EQUIPMENT RENTAL		BEG. BALANCE		32,109.85
02/28/2021	GJ	JE	EQUIPMENT RENTAL - FEBRUARY 2021	11328	1,077.76		33,187.61
02/28/2021			101-756-843.000	END BALANCE	1,077.76	0.00	33,187.61
02/01/2021			101-756-974.000-SPLASH PAD SYSTEM IMPROVEMENTS		BEG. BALANCE		34,710.00
02/28/2021			101-756-974.000-SPLASH PAD	END BALANCE	0.00	0.00	34,710.00
TOTAL FOR DEPARTMENT 756 PARKS					5,510.01	0.00	
TOTAL FOR FUND 101 GENERAL FUND					5,510.01		136,976.14