

**Owosso  
Parks & Recreation  
Commission**



**Regular Meeting  
7:00 pm Wednesday, May 26, 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, May 26, 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/87176257058?pwd=Z1FJSFISbnZWLOM3anhZWVBIVmFYUT09>

Meeting ID: 871 7625 7058

Passcode: 600104

One tap mobile

+13126266799,,87176257058#,,,,\*600104# US (Chicago)

+16465588656,,87176257058#,,,,\*600104# 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 (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 871 7625 7058

Passcode: 600104

- **For video instructions visit:**
  - o Signing up and Downloading Zoom <https://youtu.be/gsy2Ph6kSf8>
  - 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 May 26, 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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

AGENDA  
Parks & Recreation Commission  
Wednesday, May 26, 2021  
7:00PM  
Virtual Meeting via Zoom

Call to order:

Pledge of Allegiance:

Roll call:

Approval of agenda: May 26, 2021

Approval of minutes: April 28, 2021

Public comments:

Communications:

Old Business Report from City Liaison:

New Business:

- Check Register Review – April
- Bench and Tree Program
- Bentley Cameras
- Hopkins Dock #2
- Park Signage
- Ballfield Lights
- Future Meetings (virtual or in-person)

Next Meeting: June 23, 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](http://www.ci.owosso.mi.us)

**PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
WEDNESDAY, April 28<sup>th</sup> 2021  
7:00PM  
Virtual Meeting – via Zoom**

- CALL TO ORDER:** Chairman Workman called the meeting to order at 7:06 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
- OTHERS PRESENT:*** Amy Fuller, Troy Smith
- APPROVAL OF AGENDA:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR, APRIL 28, 2021 AS PRESENTED. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- APPROVAL OF MINUTES:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE MINUTES FOR, MARCH 24, 2021 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER MAGINITY AYES ALL, MOTION CARRIED.**
- PUBLIC COMMENTS:** None
- COMMUNICATIONS:** Commissioner Smith reported that the Lions Club repaired the library at Bentley Park.
- OLD BUSINESS:**
- Park WiFi: Ms. Fuller reported that installation is to begin in May beginning at Bentley Park. They are hoping to get cameras installed before starting Wi-Fi. The Curwood committee is checking to see if there would be a cost to have two transmitters at Curwood Castle Park, one at the castle and one at the amphitheater
- Grove Holman Building: Ms. Fuller reported that H2A Architects has been selected as the Architect for the project. Preliminary work has commenced.
- Hopkins Lake: Ms. Fuller reported that the dock is 99% complete. We are awaiting the cover for the hinge. Payment is being withheld until completion. The dock looks and functions great!! The commission is exploring the possibility of a 2<sup>nd</sup> dock between the boat launches on the east side of the lake.  
The Masons contributed \$2500 to stock the lake with bluegill and largemouth bass. It was also discovered that the commission had raised \$600 some time ago bringing the total to \$3100.  
The fishing pole locker was removed. Continuous repairs were overtaxing the DPW and the poles were being thrown in the lake.
- DISC GOLF SIGNS AND POSTS: COMMISSIONER MAGINITY MADE A MOTION TO ALLOCATE \$560 FOR 40 POSTS AND \$500 FOR THE REMAINING HOLE AND WAYFINDING SIGNS. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED**
- The disc golf tee pads are going to be incorporated into our new master plan.

**NEW BUSINESS:**

Check Register Review, no comments.

**AMPHITHEATER REPAIRS: COMMISSIONER SMITH MADE A MOTION TO ALLOCATE \$1000 FOR NEW STAIRS, \$800 FOR INTERIOR REPAIRS AND PAINT AND \$3000 TO REPAINT THE BACKWALL MURAL. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**

**VIRTUAL MEETINGS: COMMISSIONER MAGINITY MADE A MOTION THAT THE MEETING REMAIN VIRTUAL FOR MAY 28<sup>TH</sup> AND TAKE IT MONTH BY MONTH GOING FORWARD. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED.**

Hopkins Lake trail markers: Markers have arrived, Mr. Morris is coordinating the volunteers to put them up.

**BENTLEY PARK TENNIS AND PICKLEBALL COURTS: COMMISSIONER MAGINITY MADE A MOTION TO ALLOCATE \$46,500 + UP TO 10% PRICE INCREASE FROM PREVIOUS BIDS TO RESURFACE THE 2 TENNIS COURTS AND ADD 2 NEW PICKLEBALL COURTS ON THE EXISTING SURFACE. MOTION SUPPORTED BY COMMISSIONERS SMITH AND GREENWAY, OPPOSED BY VICE-CHAIR SELBIG. MOTION CARRIED.**

The plaques at Curwood Park have plexiglass covers courtesy of the DDA.

Old Skate Park: The Commission is investigating options to make this area better.

Next Meeting: May 26, 2021 @ 7:00 PM

Public/Commissioners Comments: Vice Chair Selbig pointed out the need for better wayfinding signs to our parks. Ms Fuller relayed that the city manager suggested the commission develop a policy for putting names on park buildings.

**ADJOURNMENT:**

**VICE-CHAIR SELBIG MADE A MOTION TO ADJOURN AT 8:30 P.M. MOTION SUPPORTED BY COMMISSIONER GREENWAY. AYES ALL, MOTION CARRIED.**

PERIOD ENDING 04/30/2021

\*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
			04/30/2021 NORMAL (ABNORMAL)	MONTH 04/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARK/RECREATION SITES FUND						
Revenues						
Dept 000 - REVENUE						
208-000-401.403	GENERAL PROPERTY TAX	128,607.00	128,663.48	6,591.30	(56.48)	100.04
208-000-401.445	INTEREST & PENALTIES ON TAXES	250.00	507.90	260.63	(257.90)	203.16
208-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	2,245.00	2,245.49	0.00	(0.49)	100.02
208-000-664.664	INTEREST INCOME	700.00	(29.84)	(4.88)	729.84	(4.26)
208-000-695.699	APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - REVENUE		131,802.00	131,387.03	6,847.05	414.97	99.69
TOTAL REVENUES		131,802.00	131,387.03	6,847.05	414.97	99.69
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	7,577.26	1,107.29	60,237.74	11.17
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	57,668.20	1,107.29	70,146.80	45.12
TOTAL EXPENDITURES		127,815.00	57,668.20	1,107.29	70,146.80	45.12
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		131,802.00	131,387.03	6,847.05	414.97	99.69
TOTAL EXPENDITURES		127,815.00	57,668.20	1,107.29	70,146.80	45.12
NET OF REVENUES & EXPENDITURES		3,987.00	73,718.83	5,739.76	(69,731.83)	1,848.98
TOTAL REVENUES - FUND 208						
TOTAL REVENUES - FUND 208		131,802.00	131,387.03	6,847.05	414.97	99.69
TOTAL EXPENDITURES - FUND 208						
TOTAL EXPENDITURES - FUND 208		127,815.00	57,668.20	1,107.29	70,146.80	45.12
NET OF REVENUES & EXPENDITURES		3,987.00	73,718.83	5,739.76	(69,731.83)	1,848.98

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
<b>Fund 208 PARK/RECREATION SITES FUND</b>							
Department 000 REVENUE							
04/01/2021			<b>208-000-101.200 CASH - CHEMICAL BANK</b>		BEG. BALANCE		193,913.14
04/06/2021	INVA	INVA	Qty Adjust To '2509'	2509		99.12	193,814.02
04/16/2021	CD	CHK	SUMMARY CD 04/16/2021			109.97	193,704.05
04/16/2021	CD	CHK	SUMMARY CD 04/16/2021			898.20	192,805.85
04/16/2021	GJ	JE	2020 COUNTY DELINQUENT TAX SETTLEMEN	11372	6,574.83		199,380.68
04/16/2021	GJ	JE	050-430-000-008-00 2020 LAND BANK PM	11373	0.31		199,380.99
04/16/2021	GJ	JE	CORRECT CAPTURE ERROR	11374	62.03		199,443.02
04/16/2021	GJ	JE	DELQ PP TAX DISBURSEMENT - MARCH 20	11375	214.76		199,657.78
04/30/2021	GJ	JE	1 INTEREST ALLOCATION - APRIL 2021	11412		4.88	199,652.90
04/30/2021			208-000-101.200	END BALANCE	6,851.93	1,112.17	199,652.90
04/01/2021			<b>208-000-366.000 RESTRICTED FUND BALANCE</b>		BEG. BALANCE		(125,934.07)
04/30/2021			208-000-366.000	END BALANCE	0.00	0.00	(125,934.07)
04/01/2021			<b>208-000-401.403 GENERAL PROPERTY TAX</b>		BEG. BALANCE		(122,072.18)
04/16/2021	GJ	JE	2020 COUNTY DELINQUENT TAX SETTLEMEN	11372		6,322.31	(128,394.49)
04/16/2021	GJ	JE	050-430-000-008-00 2020 LAND BANK PM	11373		0.31	(128,394.80)
04/16/2021	GJ	JE	CORRECT CAPTURE ERROR	11374		62.03	(128,456.83)
04/16/2021	GJ	JE	DELQ PP TAX DISBURSEMENT - MARCH 20	11375		206.65	(128,663.48)
04/30/2021			208-000-401.403	END BALANCE	0.00	6,591.30	(128,663.48)
04/01/2021			<b>208-000-401.445 INTEREST &amp; PENALTIES ON TAXES</b>		BEG. BALANCE		(247.27)
04/16/2021	GJ	JE	2020 COUNTY DELINQUENT TAX SETTLEMEN	11372		252.52	(499.79)
04/16/2021	GJ	JE	DELQ PP TAX DISBURSEMENT - MARCH 20	11375		8.11	(507.90)
04/30/2021			208-000-401.445	END BALANCE	0.00	260.63	(507.90)
04/01/2021			<b>208-000-539.573 LOCAL COMMUNITY STABILIZATION</b>		BEG. BALANCE		(2,245.49)
04/30/2021			208-000-539.573	END BALANCE	0.00	0.00	(2,245.49)
04/01/2021			<b>208-000-664.664 INTEREST INCOME</b>		BEG. BALANCE		24.96
04/30/2021	GJ	JE	1 INTEREST ALLOCATION - APRIL 2021	11412	4.88		29.84
04/30/2021			208-000-664.664	END BALANCE	4.88	0.00	29.84
TOTAL FOR DEPARTMENT 000 REVENUE					6,856.81	7,964.10	
Department 756 PARKS							
04/01/2021			<b>208-756-831.000 BUILDING MAINTENANCE</b>		BEG. BALANCE		6,469.97
04/06/2021	INVA	INVA	Qty Adjust To '2509'	2509		99.12	6,569.09
04/16/2021	AP	INV	FERTILIZER/SEED	2047/R		109.97	6,679.06
04/16/2021	AP	INV	BOARDS FOR NEW PICNIC TABLES	C34293		898.20	7,577.26
04/30/2021			208-756-831.000	END BALANCE	1,107.29	0.00	7,577.26
04/01/2021			<b>208-756-974.000-BENNETTFLD SYSTEM IMPROVEMENTS</b>		BEG. BALANCE		50,090.94
04/30/2021			208-756-974.000-BENNETTFLD	END BALANCE	0.00	0.00	50,090.94
TOTAL FOR DEPARTMENT 756 PARKS					1,107.29	0.00	
TOTAL FOR FUND 208 PARK/RECREATION SITES FUND					7,964.10	7,964.10	0.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
04/01/2021			<b>101-756-702.200 WAGES</b>		BEG. BALANCE		27,194.35
04/30/2021	GJ	JE	DPW LABOR ALLOCATION - APRIL 2021	11405	8,395.27		35,589.62
04/30/2021			101-756-702.200	END BALANCE	8,395.27	0.00	35,589.62
04/01/2021			<b>101-756-716.000 FRINGES</b>		BEG. BALANCE		19,970.46
04/30/2021	GJ	JE	DPW FRINGE BENEFIT ALLO - APRIL 2021	11406	5,429.22		25,399.68
04/30/2021			101-756-716.000	END BALANCE	5,429.22	0.00	25,399.68
04/01/2021			<b>101-756-728.000 OPERATING SUPPLIES</b>		BEG. BALANCE		2,868.19
04/16/2021	AP	INV	PLEXIGLASS SHEETS	16VM-R491-DMDT	88.31		2,956.50
04/16/2021	AP	INV	PLEXIGLASS SHEETS	1TFF-6DVM-6YWG	110.61		3,067.11
04/30/2021			101-756-728.000	END BALANCE	198.92	0.00	3,067.11
04/01/2021			<b>101-756-818.000 CONTRACTUAL SERVICES</b>		BEG. BALANCE		104.37
04/01/2021	AP	INV	ANNUAL MAINTENANCE SHIAWASSEE RIVER	21-0002200	6,873.23		6,977.60
04/16/2021	AP	INV	MARKER REPAIR	SITE NO S376	792.00		7,769.60
04/30/2021			101-756-818.000	END BALANCE	7,665.23	0.00	7,769.60
04/01/2021			<b>101-756-818.000-JAMESMINOR CONTRACTUAL SERVICE</b>		BEG. BALANCE		0.00
04/30/2021	GJ	JE	DPW LABOR ALLOCATION - APRIL 2021	11405	86.40		86.40
04/30/2021	GJ	JE	DPW FRINGE BENEFIT ALLO - APRIL 2021	11406	55.87		142.27
04/30/2021	GJ	JE	EQUIPMENT RENTAL - APRIL 2021	11407	45.92		188.19
04/30/2021			101-756-818.000-JAMESMINOR	END BALANCE	188.19	0.00	188.19
04/01/2021			<b>101-756-820.100 ELECTRICITY</b>		BEG. BALANCE		6,893.33
04/16/2021	AP	INV	525 OAKWOOD AVE	100019667383-MAR	29.13		6,922.46
04/16/2021	AP	INV	514 N WASHINGTON ST	100021904063-MAR	36.28		6,958.74
04/16/2021	AP	INV	625 S SHIAWASSEE ST	100024522326-MAR	37.00		6,995.74
04/16/2021	AP	INV	623 S SHIAWASSEE ST	100024522409-MAR	63.44		7,059.18
04/16/2021	AP	INV	424 N CHESTNUT ST	100024661223-MAR	62.74		7,121.92
04/16/2021	AP	INV	214 CURWOOD CASTLE DR	100025448893-MAR	170.45		7,292.37
04/16/2021	AP	INV	219 N WATER ST	100026110518-MAR	35.99		7,328.36
04/16/2021	AP	INV	1175 FARR AVE	100037287396-MAR	29.70		7,358.06
04/16/2021	AP	INV	204 S WATER ST	100040816074-MAR	57.59		7,415.65
04/16/2021	AP	INV	501 OAKWOOD AVE	100063479917-MAR	31.14		7,446.79
04/16/2021	AP	INV	625 S SHIAWASSEE ST	100024522268-MAR	41.30		7,488.09
04/16/2021	AP	INV	540 N CHESTNUT ST	100037287321-MAR	29.13		7,517.22
04/30/2021			101-756-820.100	END BALANCE	623.89	0.00	7,517.22
04/01/2021			<b>101-756-820.400 WATER &amp; SEWER</b>		BEG. BALANCE		7,550.12
04/30/2021			101-756-820.400	END BALANCE	0.00	0.00	7,550.12
04/01/2021			<b>101-756-831.000 BUILDING MAINTENANCE</b>		BEG. BALANCE		9,801.05
04/16/2021	AP	INV	PARTS	MIOWS145939	26.89		9,827.94
04/30/2021			101-756-831.000	END BALANCE	26.89	0.00	9,827.94
04/01/2021			<b>101-756-831.200 BLDG MAINTENANCE-BALLFIELDS</b>		BEG. BALANCE		849.53
04/30/2021			101-756-831.200	END BALANCE	0.00	0.00	849.53
04/01/2021			<b>101-756-836.200 TREES &amp; GARDEN</b>		BEG. BALANCE		(175.00)
04/30/2021			101-756-836.200	END BALANCE	0.00	0.00	(175.00)
04/01/2021			<b>101-756-843.000 EQUIPMENT RENTAL</b>		BEG. BALANCE		34,197.42
04/30/2021	GJ	JE	EQUIPMENT RENTAL - APRIL 2021	11407	8,719.25		42,916.67
04/30/2021			101-756-843.000	END BALANCE	8,719.25	0.00	42,916.67
04/01/2021			<b>101-756-974.000-SPLASH PAD SYSTEM IMPROVEMENTS</b>		BEG. BALANCE		34,710.00
04/30/2021			101-756-974.000-SPLASH PAD	END BALANCE	0.00	0.00	34,710.00
TOTAL FOR DEPARTMENT 756 PARKS					<u>31,246.86</u>	<u>0.00</u>	
TOTAL FOR FUND 101 GENERAL FUND					<u>31,246.86</u>		<u>175,210.68</u>



User: pndemo

DB: Owosso

PERIOD ENDING 04/30/2021

\*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	04/30/2021 NORMAL (ABNORMAL)	MONTH 04/30/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 756 - PARKS						
101-756-702.200	WAGES	45,000.00	35,589.62	8,395.27	9,410.38	79.09
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	25,399.68	5,429.22	12,600.32	66.84
101-756-728.000	OPERATING SUPPLIES	4,083.00	3,067.11	198.92	1,015.89	75.12
101-756-818.000	CONTRACTUAL SERVICES	18,000.00	7,957.79	7,853.42	10,042.21	44.21
101-756-820.100	ELECTRICITY	10,500.00	7,517.22	623.89	2,982.78	71.59
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	9,827.94	26.89	(7,977.94)	531.24
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	(175.00)	0.00	1,175.00	(17.50)
101-756-843.000	EQUIPMENT RENTAL	62,000.00	42,916.67	8,719.25	19,083.33	69.22
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	175,210.68	31,246.86	52,222.32	77.04
TOTAL EXPENDITURES		227,433.00	175,210.68	31,246.86	52,222.32	77.04
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		227,433.00	175,210.68	31,246.86	52,222.32	77.04
NET OF REVENUES & EXPENDITURES		(227,433.00)	(175,210.68)	(31,246.86)	(52,222.32)	77.04