

PARKS COMMISSION

Martin D. Marshall
County Administrator

301 N. Main St. Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512
lenawee.mi.us



MEMBERS

*Chris Wittenbach, Karol "KZ" Bolton, Dan Bruggeman
Ralph Tillotson, John Lapham*

MEETING LOCATION

Committee Room, 2nd Floor
Old Courthouse, 301 N. Main St. Adrian, MI

AGENDA: Monday, July 15, 2019 – To follow 10:00 a.m. Policy & Procedures meeting

- I. Approval of Minutes – June 17, 2019
- II. Finance Report
- III. Parks Updates
 - A. Bicentennial
 - B. Gerber
 - C. Iron Lake
 - D. Medina
 - E. Ramsdell
 - F. Taylor
- IV. 2020-2024 Parks & Recreation Plan
- V. Updates & Other Business
- VI. Adjournment

Parks Commission Goals

- Further development of parks and activities
- Potential projects volunteer group
- Review Parks Plan
- Partnership with forest management (LISD or Lenawee Conservation, MSU Extension, Lenawee Farm Bureau, forestry group, others) - Decrease dead wood, increase good production, tear out grape vine, clean out invasive & diseased vegetation/trees

Parks - July 11, 2019

Row Labels	Values		
	Amended Budget	Actual Amount	Percentage Used w/ Encumbrances
751 Parks & Recreation			
Revenue			
667.None - Rent/Lease, None	2,400.00	1,600.00	66.67%
687.160 - Refunds, Workers Compensation	0.00	76.84	
697.999 - Other Financing Sources, Budgeted Use of Fund Reserve	7,450.00	0.00	0.00%
699.100 - Transfers In, Appropriation	30,000.00	22,500.00	75.00%
Revenue Total	39,850.00	24,176.84	60.67%
Expenses			
705.100 - Wages - Temporary Employees, OC/Seasonal	12,006.00	810.94	6.75%
706.100 - Wages - Overtime, Regular	0.00	21.64	
715.None - Matching Social Security, None	918.00	63.68	6.94%
720.None - Unemployment, None	24.00	1.66	6.92%
721.None - Workers Compensation, None	516.00	35.80	6.94%
743.None - Other Supplies, None	0.00	125.28	
746.None - Motor Fuel, None	2,350.00	521.65	22.20%
801.None - Professional & Contractual, None	1,721.00	150.00	8.72%
808.None - Membership Dues, None	0.00	100.00	
809.None - Service Contract, None	2,750.00	0.00	0.00%
840.None - Special Assessments, None	1,200.00	0.00	0.00%
843.None - Advertising & Publishing, None	0.00	75.25	
844.None - Per Diems-Non Payroll, None	480.00	0.00	0.00%
900.None - Printing & Publishing, None	41.00	0.00	0.00%
920.300 - Utilities, Electric	553.00	294.27	53.21%
925.None - Refuse, None	1,500.00	517.20	34.48%
930.None - Bldg Repairs & Maint, None	5,041.00	108.15	2.15%
931.None - Equipment Repair/Maint, None	750.00	608.94	81.19%
936.None - Grounds, None	8,000.00	2,689.06	120.91%
977.None - Machinery & Equipment, None	0.00	0.00	
999.100 - Transfer Out, General	2,000.00	0.00	0.00%
Expenses Total	39,850.00	6,123.52	32.89%

Cash: \$69,027.21

Benchmark: 53%

Parks - Restricted Monies

7/11/2019

GENERAL

Contributions/donations currently available **10,000.00**

<u>Projects</u>	<u>Expended</u>
Prairie Seeds - Overage	233.40
Herbicide (Medina/BiCentennial)	125.46

2019 Expenditures **(358.86)**

Contributions/donations currently available **9,641.14**

GERBER

Donations as of 1/1/19 (carried forward) **17,820.50**

<u>Open Projects</u>	<u>Encumbered</u>	<u>Expended</u>
Prairie Nursery - seeds	6,750.00	6,750.00
Herbicide	2,164.20	2,164.20

2019 Expenditures **(8,914.20)**

Contributions/donations currently available **8,906.30**

TAYLOR ROAD

Donations as of 1/1/19 (carried forward) **5,023.23**

open projects	encumbered	expended
Plaques and Posts	46.66	-
Native American Grasses	700.00	-

2019 potential expenditures **(746.66)**

Contributions/donations currently available **4,276.57**

LENAWEE COUNTY PARKS COMMITTEE

Buildings and Grounds Report 6/17/19 - 7/7/19

Date 7/7/2019

Location	# of Work Orders	Hours	Minutes	Ongoing/Upcoming Concerns
BICENTENNIAL	5	68	30	Drive pot holes filled in
GERBER	2	34	30	Met with ITC at park on 1/10/19, (report) Coming up events; 7/30, 8/6 - Tinker Care Classes, 8/4 - Ford Grad. Party
IRON LAKE	0	0	0	
MEDINA	2	29	30	Drive and parking lot work in progress. Adjustments have been made to accomidate work. Coming up events; 7/13 - Whitehead reunion, 7/21 - Vendors reunion,
RAMSDELL	0	0	0	
TAYLOR ROAD	3	22	45	
PARKS IN GENERAL	0	0	0	Parks drying out

Gerber park meeting with ITC, 7/10/2019

Tim and I met with ITC at Gerber Park and discussed several items of concern. Starting with how they plan to progress. Listed below is a brief explanation of our discussion.

Communication:

Unlike last year when they mowed under the lines and destroyed our plantings, without any communication, this time, before anything is started they, (Cynthia Stump and Jim Tedder – Community affairs for ITC), will keep in contact with us Buildings and Grounds, (Tim and I).

Easement:

Since the poles are set closer to the North wooded area, they will need to remove vegetation and possibly some of the trees. Before this happens they will have a forester and wildlife biologist examine all of the vegetation and trees to make sure it will not impact any of the wildlife.

Cross Country meets and final restoration:

ITC will have the impacted area completely smoothed over for the CC meets and planted with cover foliage, which is for soil stability. All of this will happen before the first CC meet on 9/17/19. They will continue work after the last meet on 10/15/19, which will be the final restoration. The final work will be done in Nov or Dec which includes any other ground work and then plantings. They will take our seeds and add them to what they plant and any other seeds that may come from Jim H. from Fish and Wildlife. They will only plant what we want, in the locations we want. I will be sending them our seed information along with our future plans for this park so we, (ITC and US), can plan how to proceed.

1. Communication: Meeting before CC meets start and then email / verbal the rest of the time.
2. Forestry & Biologist: Look at easement areas of concern to draw up plan that will enhance our vision.
3. Agriculture: Till, grade and plant cover foliage before CC meets.
4. Forestry: Remove trees and brush from easement area after last CC meet.
5. Maintenance & Agriculture: Clean out all debris from any forestry work, till, final grade and Plant seeds which have been provided.