

**Owosso
Parks & Recreation
Commission**



**Regular Meeting
7:00 pm Wednesday, January 27, 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, January 27, 2020
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.

Topic: Parks and Recreation Commission

Time: Jan 27, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81923590365?pwd=dE5tK1ByOUxwTHV5cFRUOGd5OWNZQT09>

Meeting ID: 819 2359 0365

Passcode: 066666

One tap mobile

+13017158592, 81923590365#,*066666# US (Washington DC)

+13126266799, 81923590365#,*066666# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+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: 819 2359 0365

Passcode: 066666

- **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 January 27, 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, DECEMBER 9, 2020
7:00PM
Virtual Meeting – via Zoom

CALL TO ORDER: Vice-Chairman Selbig called the meeting to order at 7:12 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Vice-Chair Jeff Selbig, Commissioner Kevin Maginity, Commissioner Carol Anne Smith and Commissioner Paula Alexander.

MEMBERS ABSENT: Chairman Andrew Workman, Commissioner Christopher Owens, Commissioner Elaine Greenway

OTHERS PRESENT: Amy Fuller

APPROVAL OF AGENDA: **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR DECEMBER 9, 2020 AS PRESENTED. MOTION SUPPORTED BY COMISSIONER ALEXANDER. AYES ALL, MOTION CARRIED.**

APPROVAL OF MINUTES: **COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FOR OCTOBER 28, 2020 WITH NO CHANGES. MOTION SUPPORTED BY COMISSIONER ALEXANDER. AYES ALL, MOTION CARRIED.**

PUBLIC COMMENTS: Vice-Chair wished the commission a Happy Holiday

COMMUNICATIONS: Amy Fuller shared information from Rick Morris regarding an additional trail at Hopkins Lake. Ms. Fuller will invite Mr. Morris to a future meeting to refresh the commission on his request.

OLD BUSINESS:

Park WiFi: Ms. Fuller has not received an update on this but will check with on it for the next meeting.

Hopkins Lake Dock Bid: The person responsible for requesting bids has been out due to illness. She is back and the bid process will commence.

Canoe/Kayak Launches: Ms. Fuller reported that Phil Hathaway volunteered to manage this project. Friends of the Shiawassee has submitted a grant for the middle school launch only. There is no easement for the Retriever Solution site so that location is off the table. Mr. Hathaway proposed other possible locations behind the public works building and south and east of the M52 bridge. Commissioner Smith voiced concerns about have multiple locations in the same vicinity.

Grove Holman Grant: Ms. Fuller reported that the grant was approved for \$150,000. Plans and drawings were reviewed. Conditions of the grant require that we meet Americans with Disabilities Act standards and have a rain garden on the site. Currently there is no plumbing or electric in the building. Also, the ceiling will need replacing. After reviewing the proposed layout, the commission decided to make this project the focus of the next two meetings. To meet the construction timeline an architect needs to be hired by January and plans finalized before spring.

NEW BUSINESS:

Check Register Review: Ms Fuller called attention the watering charges.

Next Meeting: January, 27th 2021 @ 7:00 PM

Public/Commissioners Comments: None

ADJOURNMENT:

COMMISSIONER ALEXANDER MADE A MOTION TO ADJOURN AT 7:159 P.M. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.

DRAFT

AGENDA
Parks & Recreation Commission
Wednesday, January 27, 2021
7:00PM
Virtual Meeting via Zoom

Call to order:

Pledge of Allegiance:

Roll call:

Approval of agenda: January 27, 2021

Approval of minutes: December 9, 2020

Public comments:

Communications:

Old Business:

- Park Wifi
- Middle School Boat Launch
- Dock Bid

New Business:

- Check Register Review – November and December 2020
- Parks and Recreation Master Plan
- Grove Holman Building Grant: Building Plan and Uses

Next Meeting: February 24, 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

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 11/30/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2020	MONTH 11/30/2020	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 208 - PARK/RECREATION SITES FUND						
Revenues						
Dept 000 - REVENUE						
208-000-401.403	GENERAL PROPERTY TAX	139,042.00	118,355.93	318.45	20,686.07	85.12
208-000-401.445	INTEREST & PENALTIES ON TAXES	250.00	106.89	9.05	143.11	42.76
208-000-664.664	INTEREST INCOME	700.00	0.18	(5.71)	699.82	0.03
Total Dept 000 - REVENUE		139,992.00	118,463.00	321.79	21,529.00	84.62
TOTAL REVENUES		139,992.00	118,463.00	321.79	21,529.00	84.62
Expenditures						
Dept 756 - PARKS						
208-756-831.000	BUILDING MAINTENANCE	67,815.00	31,199.74	0.00	36,615.26	46.01
208-756-974.000	SYSTEM IMPROVEMENTS	30,000.00	50,090.94	14,577.27	(20,090.94)	166.97
Total Dept 756 - PARKS		97,815.00	81,290.68	14,577.27	16,524.32	83.11
TOTAL EXPENDITURES		97,815.00	81,290.68	14,577.27	16,524.32	83.11
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		139,992.00	118,463.00	321.79	21,529.00	84.62
TOTAL EXPENDITURES		97,815.00	81,290.68	14,577.27	16,524.32	83.11
NET OF REVENUES & EXPENDITURES		42,177.00	37,172.32	(14,255.48)	5,004.68	88.13

User: pndemo

TRANSACTIONS FROM 11/01/2020 TO 11/30/2020

DB: Owosso

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 208 PARK/RECREATION SITES FUND							
Department 000 REVENUE							
11/01/2020			208-000-101.200 CASH - CHEMICAL BANK		BEG. BALANCE		177,361.87
11/17/2020	GJ	JE	OCT 16-31 TAX COLLECTION DISTRIBUTION	11141	327.50		177,689.37
11/25/2020	CD	CHK	SUMMARY CD 11/25/2020			3,879.72	173,809.65
11/30/2020	GJ	JE	1 INTEREST ALLOCATION-OCT/NOV 2020	11159		5.71	173,803.94
11/30/2020	GJ	JE	DPW FRINGE BENEFIT ALLOCATION 920 TO	11174		2,131.88	171,672.06
11/30/2020	GJ	JE	DPW LABOR ALLOCATION-9/20 TO 9/30	11173		2,647.31	169,024.75
11/30/2020	GJ	JE	EQUIPMENT RENTAL- 9-20 TO -9-30	11175		5,940.19	163,084.56
11/30/2020	GJ	JE	CORRECT FRINGE BENEFITS - OCT & NOV ;	11200	21.83		163,106.39
11/30/2020			208-000-101.200	END BALANCE	349.33	14,604.81	163,106.39
11/01/2020			208-000-366.000 RESTRICTED FUND BALANCE		BEG. BALANCE		(125,934.07)
11/30/2020			208-000-366.000	END BALANCE	0.00	0.00	(125,934.07)
11/01/2020			208-000-401.403 GENERAL PROPERTY TAX		BEG. BALANCE		(118,037.48)
11/17/2020	GJ	JE	OCT 16-31 TAX COLLECTION DISTRIBUTION	11141		318.45	(118,355.93)
11/30/2020			208-000-401.403	END BALANCE	0.00	318.45	(118,355.93)
11/01/2020			208-000-401.445 INTEREST & PENALTIES ON TAXES		BEG. BALANCE		(97.84)
11/17/2020	GJ	JE	OCT 16-31 TAX COLLECTION DISTRIBUTION	11141		9.05	(106.89)
11/30/2020			208-000-401.445	END BALANCE	0.00	9.05	(106.89)
11/01/2020			208-000-664.664 INTEREST INCOME		BEG. BALANCE		(5.89)
11/30/2020	GJ	JE	1 INTEREST ALLOCATION-OCT/NOV 2020	11159	5.71		(0.18)
11/30/2020			208-000-664.664	END BALANCE	5.71	0.00	(0.18)
TOTAL FOR DEPARTMENT 000 REVENUE					355.04	14,932.31	
Department 756 PARKS							
11/01/2020			208-756-831.000-SPLASH PAD BUILDING MAINTENANCE		BEG. BALANCE		31,199.74
11/30/2020			208-756-831.000-SPLASH PAD	END BALANCE	0.00	0.00	31,199.74
11/01/2020			208-756-974.000-BENNETTFLD SYSTEM IMPROVEMENTS		BEG. BALANCE		35,513.67
11/25/2020	AP	INV	DRAINAGE PIPE FOR BENNETT FIELD	19460060	3,692.00		39,205.67
11/25/2020	AP	INV	DRAINAGE PIPE FOR BENNETT FIELD	19449119	118.72		39,324.39
11/25/2020	AP	INV	DRAINAGE PIPE FOR BENNETT FIELD	19449119	69.00		39,393.39
11/30/2020	GJ	JE	DPW FRINGE BENEFIT ALLOCATION 920 TO	11174	2,131.88		41,525.27
11/30/2020	GJ	JE	DPW LABOR ALLOCATION-9/20 TO 9/30	11173	2,647.31		44,172.58
11/30/2020	GJ	JE	EQUIPMENT RENTAL- 9-20 TO -9-30	11175	5,940.19		50,112.77
11/30/2020	GJ	JE	CORRECT FRINGE BENEFITS - OCT & NOV ;	11200		21.83	50,090.94
11/30/2020			208-756-974.000-BENNETTFLD	END BALANCE	14,599.10	21.83	50,090.94
TOTAL FOR DEPARTMENT 756 PARKS					14,599.10	21.83	
TOTAL FOR FUND 208 PARK/RECREATION SITES FUND					14,954.14	14,954.14	0.00

User: pndemo

DB: Owosso

TRANSACTIONS FROM 11/01/2020 TO 11/30/2020

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
Department 756 PARKS							
11/01/2020			101-756-702.200 WAGES		BEG. BALANCE		16,886.54
11/30/2020	GJ	JE	DPW LABOR ALLOCATION	11165	525.49		17,412.03
11/30/2020	GJ	JE	DPW LABOR ALLOCATION-9/20 TO 9/30	11173	1,429.70		18,841.73
11/30/2020	GJ	JE	DPW LABOR ALLOCATION - NOV 15-28 2020	11199	88.47		18,930.20
11/30/2020			101-756-702.200	END BALANCE	2,043.66	0.00	18,930.20
11/01/2020			101-756-716.000 FRINGES		BEG. BALANCE		13,598.73
11/30/2020	GJ	JE	DPW FRINGE BENEFIT ALLOCATION	11166	423.18		14,021.91
11/30/2020	GJ	JE	DPW FRINGE BENEFIT ALLOCATION 920 TO	11174	1,151.34		15,173.25
11/30/2020	GJ	JE	CORRECT FRINGE BENEFITS - OCT & NOV ;	11200		604.41	14,568.84
11/30/2020	GJ	JE	DPW FRINGE BENEFIT ALLO - NOV 15-28 ;	11201	57.21		14,626.05
11/30/2020			101-756-716.000	END BALANCE	1,631.73	604.41	14,626.05
11/01/2020			101-756-728.000 OPERATING SUPPLIES		BEG. BALANCE		596.91
11/25/2020	AP	INV	SUPPLIES	136335	94.00		690.91
11/30/2020			101-756-728.000	END BALANCE	94.00	0.00	690.91
11/01/2020			101-756-820.100 ELECTRICITY		BEG. BALANCE		2,927.11
11/13/2020	AP	INV	525 OAKWOOD AVE	00019667383-OCT 20	34.54		2,961.65
11/13/2020	AP	INV	514 N WASHINGTON ST	00021904063-OCT 20	36.51		2,998.16
11/13/2020	AP	INV	625 S SHIAWASSEE ST	00024522268-OCT 20	43.52		3,041.68
11/13/2020	AP	INV	625 S SHIAWASSEE ST	00024522326-OCT 20	32.15		3,073.83
11/13/2020	AP	INV	623 S SHIAWASSEE ST	00024522409-OCT 20	28.85		3,102.68
11/13/2020	AP	INV	424 N CHESTNUT ST	00024661223-OCT 20	154.81		3,257.49
11/13/2020	AP	INV	214 CURWOOD CASTLE DR	00025448893-OCT 20	191.38		3,448.87
11/13/2020	AP	INV	219 N WATER ST	00026110518-OCT 20	36.78		3,485.65
11/13/2020	AP	INV	540 N CHESTNUT ST	00037287321-OCT 20	71.15		3,556.80
11/13/2020	AP	INV	1175 FARR AVE	00037287396-OCT 20	35.33		3,592.13
11/13/2020	AP	INV	204 S WATER ST	00040816074-OCT 20	59.77		3,651.90
11/13/2020	AP	INV	501 OAKWOOD AVE	00063479917-OCT 20	35.98		3,687.88
11/30/2020			101-756-820.100	END BALANCE	760.77	0.00	3,687.88
11/01/2020			101-756-820.400 WATER & SEWER		BEG. BALANCE		7,077.43
11/30/2020			101-756-820.400	END BALANCE	0.00	0.00	7,077.43
11/01/2020			101-756-831.000 BUILDING MAINTENANCE		BEG. BALANCE		6,506.30
11/13/2020	AP	INV	PORTABLE SANITATION SERVICES-10/2/20-	I3258	260.00		6,766.30
11/13/2020	AP	INV	PORTABLE SANITATION SERVICES-10/2/20-	I3259	125.00		6,891.30
11/13/2020	AP	INV	PORTABLE SANITATION SERVICES-10/2/20-	I3259	160.00		7,051.30
11/13/2020	AP	INV	PORTABLE SANITATION SERVICES-10/2/20-	I3257	225.00		7,276.30
11/13/2020	AP	INV	PORTABLE SANITATION SERVICES-10/2/20-	I3257	260.00		7,536.30
11/30/2020			101-756-831.000	END BALANCE	1,030.00	0.00	7,536.30
11/01/2020			101-756-831.200 BLDG MAINTENANCE-BALLFIELDS		BEG. BALANCE		769.53
11/13/2020	AP	INV	PORTABLE SANITATION SERVICES-10/2/20-	I3260	80.00		849.53
11/30/2020			101-756-831.200	END BALANCE	80.00	0.00	849.53
11/01/2020			101-756-843.000 EQUIPMENT RENTAL		BEG. BALANCE		26,380.06
11/30/2020	GJ	JE	EQUIPMENT RENTAL	11167	1,210.91		27,590.97
11/30/2020	GJ	JE	EQUIPMENT RENTAL- 9-20 TO -9-30	11175	2,183.06		29,774.03
11/30/2020	GJ	JE	EQUIPMENT RENTAL - NOV 15-28 2020	11202	45.17		29,819.20
11/30/2020			101-756-843.000	END BALANCE	3,439.14	0.00	29,819.20
11/01/2020			101-756-974.000-SPLASH PAD SYSTEM IMPROVEMENTS		BEG. BALANCE		2,808.19
11/13/2020	AP	INV	CONCRETE	117414	852.00		3,660.19
11/30/2020	GJ	JE	CORRECT FRINGE BENEFITS - OCT & NOV ;	11200		119.94	3,540.25
11/30/2020			101-756-974.000-SPLASH PAD	END BALANCE	852.00	119.94	3,540.25
TOTAL FOR DEPARTMENT 756 PARKS					9,931.30	724.35	
TOTAL FOR FUND 101 GENERAL FUND					9,931.30	724.35	86,757.75

PERIOD ENDING 11/30/2020

*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	11/30/2020	MONTH 11/30/2020	BALANCE	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 756 - PARKS						
101-756-702.200	WAGES	45,000.00	18,930.20	2,043.66	26,069.80	42.07
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	14,626.05	1,027.32	23,373.95	38.49
101-756-728.000	OPERATING SUPPLIES	2,000.00	690.91	94.00	1,309.09	34.55
101-756-818.000	CONTRACTUAL SERVICES	18,000.00	0.00	0.00	18,000.00	0.00
101-756-820.100	ELECTRICITY	10,500.00	3,687.88	760.77	6,812.12	35.12
101-756-820.400	WATER & SEWER	15,000.00	7,077.43	0.00	7,922.57	47.18
101-756-820.500	REFUSE	700.00	0.00	0.00	700.00	0.00
101-756-831.000	BUILDING MAINTENANCE	1,850.00	7,536.30	1,030.00	(5,686.30)	407.37
101-756-831.200	BLDG MAINTENANCE-BALLFIELDS	4,000.00	849.53	80.00	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	29,819.20	3,439.14	32,180.80	48.10
101-756-974.000	LAND IMPROVEMENTS	24,000.00	3,540.25	732.06	20,459.75	14.75
Total Dept 756 - PARKS		225,350.00	86,757.75	9,206.95	138,592.25	38.50
TOTAL EXPENDITURES		225,350.00	86,757.75	9,206.95	138,592.25	38.50
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		225,350.00	86,757.75	9,206.95	138,592.25	38.50
NET OF REVENUES & EXPENDITURES		(225,350.00)	(86,757.75)	(9,206.95)	(138,592.25)	38.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2020

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2020	MONTH 12/31/2020	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 208 - PARK/RECREATION SITES FUND						
Revenues						
Dept 000 - REVENUE						
208-000-401.403	GENERAL PROPERTY TAX	139,042.00	119,323.63	967.70	19,718.37	85.82
208-000-401.445	INTEREST & PENALTIES ON TAXES	250.00	135.44	28.55	114.56	54.18
208-000-664.664	INTEREST INCOME	700.00	(5.51)	(5.69)	705.51	(0.79)
Total Dept 000 - REVENUE		139,992.00	119,453.56	990.56	20,538.44	85.33
TOTAL REVENUES		139,992.00	119,453.56	990.56	20,538.44	85.33
Expenditures						
Dept 756 - PARKS						
208-756-831.000	BUILDING MAINTENANCE	67,815.00	31,199.74	0.00	36,615.26	46.01
208-756-974.000	SYSTEM IMPROVEMENTS	30,000.00	50,090.94	0.00	(20,090.94)	166.97
Total Dept 756 - PARKS		97,815.00	81,290.68	0.00	16,524.32	83.11
TOTAL EXPENDITURES		97,815.00	81,290.68	0.00	16,524.32	83.11
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		139,992.00	119,453.56	990.56	20,538.44	85.33
TOTAL EXPENDITURES		97,815.00	81,290.68	0.00	16,524.32	83.11
NET OF REVENUES & EXPENDITURES		42,177.00	38,162.88	990.56	4,014.12	90.48