

Leelanau County Parks and Recreation Commission

Regular Session – Wednesday, August 2, 2023, 3:15 p.m.
Leelanau County Government Center, Suttons Bay, Michigan
<https://www.leelanau.gov/meetingdetails.asp?MAId=2547>

(Please silence all extraneous cellular/electronic devices)

*(Proceedings of the meeting are being recorded and are not the official record of the meeting.
The formally approved/accepted written copy of the minutes will be the official record of the meeting.)*

Tentative Agenda

Call to Order

Pledge of Allegiance

Roll Call

Public Comment

Agenda Additions/Deletions

Page No.

Action Items:

1. Approval of Minutes –

- | | |
|--|-------|
| a. June 7, 2023, Regular Session | 2-6 |
| b. June 7, 2023, Executive Committee Session | 7-9 |
| c. July 5, 2023, Executive Committee Session | 10-12 |

2. Approval of Financials

- | | |
|--------------------------|-------|
| a. July Parks Financials | 13-19 |
|--------------------------|-------|

3. Committee Reports and Recommendations –

- | | |
|-----------------------------------|-------|
| a. Myles Kimmerly Park Committee | |
| i. Letters of Support, Pickleball | 20-30 |
| b. Old Settlers Park Committee | |
| i. Stanz Dozer Service Invoice | 31 |
| c. Veronica Valley Park Committee | |

Public Comment

Commissioner Comments

Chairperson Comments

Adjournment

Leelanau County Parks and Recreation Commission

Regular Session – Wednesday, June 7, 2023, 3:15 p.m.

Tentative Minutes – Meeting Recorded

Leelanau County Government Center, Suttons Bay, Michigan

<https://www.leelanau.gov/meetingdetails.asp?MAId=2526>

The meeting of the Leelanau County Parks and Recreation Commission was called to order by Chairman Casey Noonan at 3:15 p.m.

Chairman Noonan led the “Pledge of Allegiance.”

Roll Call:
John Arens (*Absent*)
Dave Barrons, *Vice-Chairman*
Steve Christensen
Don Frerichs
Charles Godbout
Melinda Lautner (*Absent*)
Casey Noonan, *Chairman*
John Popa
Kama Ross
F. Jon Walter (*Absent*)

Staff Present:
Laurel S. Evans, Executive Assistant
W. Scott Bradley, Maintenance Worker

Guest Present:
Dan Mays –Maple City Resident

Public Comment:
Steve Stier, President, Leelanau County Historic Preservation Society (LCHPS), thanked County administration and staff for their support of a Poor Farm Barn event on May 27, 2023. There were approximately 150 attendees at the event. A Model “A” was exhibited by the Leelanau Historical Society Museum and Northwest Michigan Draft Horse and Mule Association performed harness demonstrations. Stier circulated a picture of the newly-constructed Poor Farm Barn from 1911 that was superimposed with attendees from the event by Grace Johnson.

Agenda Additions/Deletions:

Motion by Christensen to approve the agenda, as presented. Seconded by Ross.

Discussion – None.

Ayes – 7 (Barrons, Christensen, Frerichs, Godbout, Noonan, Popa, Ross)

No – 0 Absent – 3 (Arens, Lautner, Walter)

Motion Passes.

Action Items –

Potential Ice-Skating Rink, Dan Mays:

Mays said that three main components were needed for the skating rink; a flat service (150’ x 75’); power; and water for resurfacing. He added that he already has a liner (loaned by the Leland community), two snowblowers, and five volunteers, so there would be no cost other

than power for the water and lights. Mays proposed utilizing the fenced-in area to the north of Myles Kimmerly as the location (the 4-H arena) for the rink. Bradley said he would check on water availability. Chairman Noonan inquired about tanking water in, but Mays said a water source is needed nearby for resurfacing the ice once or twice a week. Other issues discussed were parking and plowing. Evans thought if the proposed ice rink received some publicity that perhaps more volunteers would step up where needed. Popa spoke in support of the ice rink proposal and suggested using the first year as a trial to determine its sustainability and whether it was a success or fail. Noonan commented that amenities already at the site included bleachers and a covered area to put on ice skates. Ross mentioned the County's commitment to 4-H and wondered if there would be a conflict. Evans suggested that 4-H might be interested in setting up an ice-skating club. Frerichs thought night-time skating would be popular. There was a question about the need for approval from the Board of Commissioners; however, because the rink was deemed "park use" the group felt it was not necessary. Liability was also discussed. Evans said this issue could be addressed at the upcoming parks risk assessment by Michigan Municipal Risk Management Authority (MMRMA). Barrons asked to see what the rink frame looked like and Mays showed the group pictures from his computer. Godbout asked for a determination from MMRMA about the use of third-party equipment and the materials being used by the general public as it relates to liability to the County.

Motion by Popa to grant approval to Dan Mays to pursue the concept of an ice-skating rink on the north side of Myles Kimmerly Park. Seconded by Noonan.

Discussion – Chairman Noonan encouraged Mays to contact him to coordinate an on-site meeting with he and Bradley at the Park to assess the area being considered for the ice rink. Ross said she liked the idea of getting 4-H involved. Evans suggested that Mays, as a member of the Grand Traverse Band's Natural Resources department, work with the Myles Kimmerly Park Committee to submit a Tribal two percent allocation request in support of the ice rink. Mays reiterated that the cost of electrical would have to be assumed by the County. Bradley thought the cost would be minimal. Noonan mentioned that if it was not cost-prohibitive, perhaps the Parks and Recreation Commission could make a donation to pay for the electric. Mays mentioned that Leland Township divides the rink between recreational skaters and hockey players.

Ayes – 7 (Barrons, Christensen, Frerichs, Godbout, Noonan, Popa, Ross)

No – 0 Absent – 3 (Arens, Lautner, Walter)

Motion Passes.

Approval of Minutes – May 3, 2023, Regular Session:

Motion by Godbout to approve the Regular Session minutes of May 3, 2023, as presented.

Seconded by Popa.

Discussion – Popa commented, "Very good minutes."

Ayes – 7 (Barrons, Christensen, Frerichs, Godbout, Noonan, Popa, Ross)

No – 0 Absent – 3 (Arens, Lautner, Walter)

Motion Passes.

Approval of Financials:

- Transaction History Listing Report – May 1, 2023 Thru May 31, 2023
- Revenue & Expense Reports – Period Ending May 31, 2023

Motion by Christensen to approve the financials, as presented. Seconded by Frerichs.

Discussion – Bradley reported that expenditures were at 14.2 percent of budget. Chairman Noonan questioned “Membership Dues and Fees” at 646.8 percent. Bradley was unsure what caused the overage and said he would research it. Ross pointed out that “Travel” also had an overage at 106 percent and that this line item would need amending during the budget process. Frerichs reminded the group that they either “use it or lose it” regarding the Parks and Recreation budget. Noonan said this is where the Parks Commission struggles; getting through the timeline and working through the processes to get a project lined up and started so that budgeted money is used up each year.

Ayes – 7 (Barrons, Christensen, Frerichs, Godbout, Noonan, Popa, Ross)

No – 0

Absent – 3 (Arens, Lautner, Walter)

Motion Passes.

Parks Administrative Assistant:

Evans brought to the attention of the group the June 7, 2023, memo from County Administrator Deborah Allen, requesting that the Parks Commission initiate a discussion about options for providing administrative assistance and oversight to the Parks Commission. In the memo, Allen explained that due to Evans’ increased workload, Evans can no longer continue the level of support required for the Parks Commission.

Popa reminded the group of an earlier discussion in 2021 about, in addition to administrative support to the Parks Commission, the need for help for Bradley – someone “with boots on the ground” who could also write grants. Christensen stated that Evans’ position is a separate discussion, and that the charge from the County Administrator was to talk about options for replacing Evans. Evans added that the stipend she currently receives for supporting the Parks Commission is already in the Parks budget. Godbout asked and Evans confirmed that there should be a discussion at today’s Parks and Recreation Executive Committee meeting (directly following this meeting) about increasing the budget for an administrative assistant, as well as budgeting for the addition of an employee to help lighten the workload for Bradley. Ross assured the group that Allen had the Parks Commission’s administrative support issue on her radar. She said whether they can get it through the budget will be the challenge, but a facilities manager or some sort of staffing that helps support “an infrastructure that’s huge in this County” is the discussion they are having at the Board level. Ross thanked Evans for the work she has “stepped up and done” for the Parks Commission as well as all other projects that Evans juggles in her busy schedule.

Committee Reports and Recommendations:

Myles Kimmerly Park Committee. Frerichs reported on the May 17, 2023, Myles Kimmerly Park Committee tour with Kevin Krogulecki, P.L.A., of Gosling Czubak Engineering, who will be drafting the update of the park’s master plan. The kiosk at Palmer Woods was visited by Ross and Bradley to gather design ideas for incorporating Universal Access (UA) portable toilets into the kiosk design at Myles Kimmerly Park. The Palmer Woods design allows for easy access for toilet maintenance and Bradley noted that changing rooms and benches were included in the

design. The cost of construction of the Palmer Wood kiosk was \$14,000.00 and Bradley shared pictures of the structure.

Bradley reported that the dugouts at the park were stripped and painted. Bradley thanked Doug Moeggenberg (volunteer) for completing the painting portion of the project.

Frerichs reported that the MMRMA will be conducting a risk assessment (of each) park in July. In an effort to move forward with the construction of the kiosk and portable toilets at the park, Christensen encouraged Frerichs to contact Walter about completing the rendering for placement of the kiosk so bids could be prepared and the project could be slated for 2024.

Old Settlers Park Committee. Godbout reported that the chapel and restroom were power washed. Bradley added that the deck near the monkey flowers will not be power washed, as requested. Godbout expressed concern about the hazard created due to the slippery/slimy surface of the deck and asked if the deck could simply be power washed using plain water. Bradley responded that “they won’t touch it” for fear of harming the monkey flower.

Godbout said he plans to conduct a committee meeting prior to the August Parks Commission meeting.

Evans discussed a recent reservation conflict at the chapel. A reservation was made “in case of rain” and the Glen Lakes Women’s Club (volunteers), who take charge of chapel reservations, prepared the chapel and grounds for the event; however, because it did not rain, the chapel went unused, and the group who reserved it felt they were due a refund, despite specific language in the contract stating that a 30-day notice was required for a refund. Rather than dealing with the wrath of the party that made the reservation, the Women’s Group reluctantly decided to process a refund despite the work that went into preparing for the event and despite the fact that the chapel was unavailable for others to use on the reservation date.

Godbout reported that a risk assessment (MMRMA) will be performed at the park on July 19, 2023.

Godbout said he would schedule an on-site meeting with Chairman Noonan and Bradley to line out the roadside, designated parking in the park.

Veronica Valley Park Committee. Barrons reported that Popa is assessing the wall structure around the new walkway which is in need of bolstering. Popa added that he, Bradley, and Lake Leelanau Lake Association member Alan Campbell will be working on the project “tomorrow” and that he will try to get it done before Kids’ Fish Day. Barrons reminded Popa that the \$2,375.00 that was budgeted for Savin will not be used, so there will be extra money as a result.

Barrons said there is an explosive growth of algae in the pond, and that Bradley found herbicidal pellets for a couple hundred dollars that can be used to self-treat the algae; however, a permit is needed. Evans said she is working on setting up the account to apply for a permit.

Popa said the permitting process takes time, but Barrons responded that Heather (Hettinger – DNR) thought the permitting process would go quickly. Barrons said accounting also has to assist in the processing. He added that, “in the meantime, it’s algae versus Kids’ Fish Day.”

Barrons reported that Campbell has a work day scheduled for June (date uncertain). Barrons advised Bradley that he needs direction on where to dispose of raked weeds from the pond.

Walter is working on drawings for the exact perimeter of the parking lot which, once completed, will determine where the pad for the portable toilets will be located. Popa said that the meeting scheduled to spray out the line was rescheduled many times and has yet to happen. Barrons said that Walter has done the measurements, but he has not completed the drawings. Barrons will follow up with Walter. Bradley said Jerry Culman would perform the “flat work” (concrete pad).

Public Comment:

None.

Commissioner Comments:

Ross reported that she will be meeting with Joe VanderMeulen “tomorrow” at the Poor Farm to help with a segue for a documentary about the Poor Farm. She said if there were any “amazing thoughts” to share that could be included in the video to let her know. She added that she is happy to be living in a County that prioritizes its past and works to preserve it. She thanked Christensen for his work in this area.

Adjournment:

Motion to adjourn by Christensen. Seconded by Ross.

With no further business to come before the Parks Commission, the meeting adjourned to the call of Chairman Noonan at 4:24 p.m.

Respectfully submitted:

Lori Eubanks, Recording Secretary

Leelanau County Parks and Recreation Commission
Executive Committee – Wednesday, June 7, 2023
Leelanau County Government Center, Suttons Bay, Michigan
Tentative Minutes – meeting recorded
<https://www.leelanau.gov/meetingdetails.asp?MAId=2527>

The Executive Committee meeting was called to order by Chairman Noonan at 4:30 p.m.

The “Pledge of Allegiance” was waived, as it had been recited at the preceding Regular Session.

Roll Call:
Dave Barrons, *Vice-Chairman*
Steve Christensen, *Secretary*
Casey Noonan, *Chairman*

Approval of the Agenda and Late Additions/Deletions:

Motion by Christensen to approve the agenda, as presented. Seconded by Barrons.

Discussion – None.

Ayes – 3 (Barrons, Christensen, Noonan)

No – 0

Motion Passes.

Public Comment:

Charles Godbout, Empire Township – Requested that the Executive Committee ensure the inclusion of the top, number one priorities from each of the Parks and Recreation Commission’s three subcommittees. He added that the top priority for Old Settlers Park was the refurbishment of the gazebo and that this project was submitted to the Planning Commission for inclusion in the Capital Improvement Program (CIP) in the amount of \$40,000.00.

Action Items –

Review of FY2024 Parks and Recreation Commission Budget Requests:

Chairman Noonan reviewed projects in the 2023 budget that were not completed. He said the park plan design was the only project completed in 2023. Replacement of dock sections would be eliminated because that project does not need to be done; however, the dollars budgeted for this project remain. He said, looking forward to Capital Outlay, they need to ask for some increases because projects are now more expensive. Noonan stressed the importance of justifying the requests for more money. He said he will include all parks projects listed in the CIP in the proposed 2024 budget. Noonan mentioned that Team Elmer’s was recently sold to another construction company which he thought would raise the dollar amount quoted from Team Elmers to pave the loop trail at Myles Kimmerly Park. He wondered if they should keep this project in the 2024 budget. Evans reminded the group of the yet to be distributed American Rescue Plan Act (ARPA) money from the State that might become available and could potentially be used to cover the cost of the paving the trail. Christensen suggested beginning the discussion by creating a wish list.

Christensen began the wish list with the portable toilets enclosure including a Universal Access (UA) toilet at Veronica Valley Park for \$20,000.00. Evans said this project was already in the CIP

for \$33,050.00 as Priority 3 (Important). Because earthwork for the project was no longer needed, Christensen suggested reducing the budget amount to \$20,000.00

Veronica Valley – Trail that Loops across the Mackinaw Bridge - Phase I - \$40,000.00.

Old Settler’s Park Gazebo – In the CIP for \$40,000.00 as Priority 3 (Important). Christensen suggested listing the total amount but also parting out the project to break the dollar amount into smaller amounts.

Myles Kimmerly Park – Portable Toilets – \$40,000.00

Myles Kimmerly Park – Paved loop trail – \$200,000.00 (Originally \$190,000.00 but Noonan suggested rounding off to \$200,000.00.)

Myles Kimmerly Park – Two pickleball courts – \$50,000.00 - Priority 3 (Important)

Chairman Noonan explained that in his introduction for requesting these budget dollars he explains that these projects are obviously not all going to be completed, but instead are projects the money could be spent on based on enthusiasm from the park subcommittees. Evans reminded the group of recent accomplishments such as the installation of playground equipment at Old Settler’s Park and the removal of the grub shack at Myles Kimmerly Park. The upgrade to the entrance at Veronica Valley Park was also mentioned.

Christensen suggested designing the budget request into three columns with the first column noting small projects in the range of \$55,000.00, the second column with the medium-priced projects, and the third column with “the whoppers” (paved loop trail and pickleball courts).

There was discussion about how the Veronica Valley trail was entered into the CIP. Godbout said the project was entered into the CIP as a Universally Accessible (UA) trail encircling the two ponds in the amount of \$85,000.00. Barrons explained that \$85,000.00 was to cover two loops and the \$85,000.00 was entered before the discussion about breaking the project into Phase I (the loop around the main fishing pond) and Phase II (the loop around the upper fishing pond). Christensen explained \$40,000.00 was derived for Phase I based on the complexity of the trails – Phase I does not require a bridge to be built; Phase II does.

Chairman Noonan thanked Godbout for all his work on the spreadsheets and said that they were helpful. Godbout said he has compiled documents showing three-year averages. He suggested that Noonan review those numbers and add 10 percent to create the 2024 budget.

Barrons said he liked the idea of submitting an application for the Tribal two percent allocation for the ice rink and wondered if the UA walkway at Veronica Valley might be a good candidate for the two percent allocation program. Godbout suggested requesting full dollar amounts for projects in the budget but noting, where applicable, potential grant money that could offset the

cost. Chairman Noonan said he did not do this last year because the applications have not been successful in the past due to the affluence of the County.

Evans explained the process of gathering budget information and did not anticipate receiving budget packets any time soon.

Public Comment:

None.

Board Member Comments:

None.

Adjournment:

Motion by Christensen to adjourn. Seconded by Barrons.

With no further business to come before the Executive Committee, the meeting adjourned to the call of the Chairman Noonan at 4:58 p.m.

Respectfully submitted:

Lori Eubanks, Recording Secretary

Leelanau County Parks and Recreation Commission
Executive Committee – Wednesday, July 5, 2023
Leelanau County Government Center, Suttons Bay, Michigan
<https://www.leelanau.gov/meetingdetails.asp?MAId=2537>

The meeting was called to order by Chairman Noonan at 1:00 p.m.

Chairman Noonan led the “Pledge of Allegiance.”

Roll Call: Dave Barrons, *Vice-Chairman*
Steve Christensen, *Secretary (Absent)*
Casey Noonan, *Chairman*

Staff Present: Laurel Evans, *Executive Assistant*

Guests Present – Dave Allen; Charles Godbout

Public Comment:
Allen discussed the potential of Veronica Valley Park in serving the disabled community.

Agenda Additions/Deletions:

Motion by Noonan to approve the agenda, as presented. Seconded by Barrons.

Discussion – None.

Ayes – 2 (Barrons, Noonan)

No – 0 Absent – 1 (Christensen)

Motion Carried.

Action Items –

FY2024 Budget Discussion/Recommendations:

Godbout proposed a budget based on previous meeting discussions and averages of budgets from the past three years, plus additional labor hours.

- Contract Services was \$18,000.00; \$14,500.00 was recommended.
- Repairs and Maintenance stays at \$30,000.00.
- Capital Outlay items remains the same.
- Stipend remains for the Executive Assistant.

Chairman Noonan stated that \$55,000.00 is the proposed FY 2024 budget for the Parks Commission and that he would not be asking for an increase. He added that the Planning Commission added no additional money for the Parks Commission in 2024, and that none of projects for the Parks Commission are in Priority One status. Paving the parking lot at Veronica Valley Park was not projected until 2025 and was set as a Priority 2.

Godbout suggested adding the expense of updating the Myles Kimmerly Park plan by Gosling Czubak Engineering (approximately \$10,000.00 to \$14,000.00) to Contractual Services versus taking it out of Capital Outlay.

Barrons stated that Commission Member Jon Walter will be completing the rendering of Veronica Valley Park, which will show placement of the pad for the portable toilets with enclosure. The pad is planned for completion this year (2023). The pad for portable toilets at Myles Kimmerly Park is also planned for completion in 2023 (\$10,000.00). Future plans for Myles Kimmerly Park include creating and paving the loop trail, adding two pickleball courts, the addition of new playground equipment, a stand-alone kiosk, and the possible addition of a dog park.

Barrons suggested \$40,000.00 be added as a Capital Outlay request for FY2024 for a trail that loops over the Mackinac Bridge at Veronica Valley Park. Barrons stated that the construction of a wildlife viewing platform at Veronica Valley Park could be removed from the list of future projects. Barrons deemed the control of weeds in the ponds at Veronica Valley Park a maintenance expense rather than a Capital Outlay item, removing that expense from Capital Outlay.

Adding more hours for the maintenance worker was already in budget, so it was decided that there was no need for an increase. There was discussion about the timing of cleaning up the Capital Improvement Plan (CIP). It was decided this will occur at the next CIP update.

FY 2024 Capital Outlay Requests:

After much discussion, Noonan reviewed the final items to be submitted as Capital Outlay requests for 2024.

- Repair the gazebo at Old Settlers Park – \$40,000.00
- Addition of an enclosure for the portable toilets and completion of the walkway from the portable toilets to the fishing pond at Veronica Valley Park – \$35,000.00
- Purchase of new playground equipment at Myles Kimmerly Park – \$20,000.00
- Expansion of the Veronica Valley Loop Trail over the Mackinac Bridge, Phase I – \$40,000.00
- Construction of a stand-alone kiosk at Myles Kimmerly Park – \$5,000.00

Special Requests:

- \$200,000.00 – Pave the Loop Trail at Myles Kimmerly Park
- \$14,000.00 – Parks Master Plan Update and Review

Consensus to forward to the list of final FY2024 items to the Finance Department for consideration and potential approval.

Public Comment:

None.

Commissioner Comments:

None.

Chairperson Comment:

None.

Adjournment:

Motion by Noonan to adjourn. Seconded by Barrons.

Ayes – 3 (Noonan, Barrons, Christensen)

No – 0

Motion Carried.

The meeting adjourned at 1:55 p.m.

Respectfully submitted,

Lori Eubanks
Recording Secretary

REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: July 31, 2023

Account Number	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Account Name				
Fund 101 General Fund				
Fiscal Year 2023				
Expenses				
850756-702.000				
Overtime	0.00	335.36	1,500.00	22.36%
850756-703.000				
Salaries	4,546.07	13,823.62	36,311.00	38.07%
850756-703.001				
Temporary Office Assistant	0.00	2,504.17	3,000.00	83.47%
850756-703.006				
Salaries -non-work holiday	195.12	390.24	585.00	66.71%
850756-704.000				
Per Diem	160.00	1,040.00	2,800.00	37.14%
850756-717.000				
Social Security	379.33	1,420.64	3,266.00	43.50%
850756-718.000				
Hospitalization	1,782.50	5,347.50	7,130.00	75.00%
850756-719.000				
Retirement	342.23	1,249.30	2,167.00	57.65%
850756-720.000				
Life Insurance/Disability	83.67	251.01	579.00	43.35%
850756-727.000				
Office/Operating Supplies	0.00	8,721.03	9,500.00	91.80%
850756-742.000				
Uniforms	0.00	150.43	400.00	37.61%
850756-743.000				
Gas/Oil	0.00	1,049.87	2,500.00	41.99%
850756-775.000				
Repair and Maintenance	0.00	18,391.08	30,000.00	61.30%
850756-801.000				
Contractual Services	957.25	4,428.73	18,000.00	24.60%
850756-807.000				
Membership Dues and Fees	0.00	646.80	100.00	646.80%
850756-850.000				
Telephone	52.04	365.30	400.00	91.33%
850756-850.001				
Telephone - Cell phone	49.26	147.80	294.00	50.27%
850756-860.000				
Travel	0.00	74.61	70.00	106.59%
850756-860.001				
Taxable Travel	93.01	585.61	1,500.00	39.04%
850756-900.000				
Printing and Publishing	0.00	759.65	1,200.00	63.30%
850756-920.000				
Utilities (Light-Oil)	82.11	2,033.31	4,000.00	50.83%
850756-940.000				
Rental	0.00	606.60	1,500.00	40.44%
850756-942.000				
Copy Machine Charges (Rental)	0.00	0.00	30.00	0.00%
850756-970.000				
Capital Outlay	0.00	0.00	55,000.00	0.00%
850756-970.010				
Capital Outlay under \$5,000.00	0.00	0.00	4,000.00	0.00%
Expenses Total	8,722.59	64,322.66	185,832.00	34.61%
Capital Outlay under \$5,000.00	8,722.59	64,322.66	185,832.00	34.61%
Expenses Fund Total	8,722.59	64,322.66	185,832.00	34.61%

REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: July 31, 2023

Account Number	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Account Name				
Net (Rev/Exp)	8,722.59	64,322.66	185,832.00	
Beginning/Adjusted Balance	YTD Revenues	YTD Expenses	Current Fund Balance	
7,611,588.41	+ 3,965,415.37	- 9,564,373.34	=	2,012,630.44
Grand Total for Expenses	8,722.59	64,322.66	185,832.00	34.61%
Grand Total Net Rev/Exp	8,722.59	64,322.66	185,832.00	

Not Final

Transaction History Listing Report

3:05 PM

County of Leelanau

Account Balance Transactions
Date Range: July 1, 2023 Thru July 31, 2023

Fund: 101 General Fund
Department: 850756 Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits				
Account: 850756-703.000			Salaries		Dept: Parks & Recreation						
Beginning Balance :						9,277.55					
7/6/2023	PR	24452	CLH	06/30/23	REGULAR WAGES	2,204.63					
7/6/2023	PR	24452	CLH	06/30/23	VACATION	585.36					
7/20/2023	PR	24478	CLH	07/14/23	REGULAR WAGES	1,560.96					
7/20/2023	PR	24478	CLH	07/14/23	PERSONAL DAYS	195.12					
Total Salaries Transactions for July:						4,546.07	0.00				
Period Salaries Totals						4,546.07	0.00				
Year-To-Date Salaries Totals						13,823.62	0.00				
		Appropriations -		Current Expenditures =		Unexpended Balance -		Current Encumbrance =		Unencumbered Balance	
		36,311.00		13,823.62		22,487.38		0.00		22,487.38	

Account: 850756-703.006			Salaries -non-work holiday		Dept: Parks & Recreation						
Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits				
Beginning Balance :						195.12					
7/20/2023	PR	24478	CLH	07/14/23	HOLIDAY	195.12					
Total Salaries -non-work holiday Transactions for July:						195.12	0.00				
Period Salaries -non-work holiday Totals						195.12	0.00				
Year-To-Date Salaries -non-work holiday Totals						390.24	0.00				
		Appropriations -		Current Expenditures =		Unexpended Balance -		Current Encumbrance =		Unencumbered Balance	
		585.00		390.24		194.76		0.00		194.76	

Account: 850756-704.000			Per Diem		Dept: Parks & Recreation		
Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Beginning Balance :						880.00	
7/6/2023	PR	24452	CLH	06/30/23	PER DIEM	160.00	
Total Per Diem Transactions for July:						160.00	0.00

* Indicates Prior Year Transactions

Transaction History Listing Report

3:05 PM

County of Leelanau

Account Balance Transactions
Date Range: July 1, 2023 Thru July 31, 2023

Fund: 101 General Fund
Department: 850756 Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Period Per Diem Totals						160.00	0.00
Year-To-Date Per Diem Totals						1,040.00	0.00
Appropriations -							
2,800.00							
Current Expenditures =							
1,040.00							
Unexpended Balance -							
1,760.00							
Current Encumbrance =						0.00	
Unencumbered Balance							1,760.00

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Account: 850756-717.000 Social Security Dept: Parks & Recreation							
Beginning Balance :						1,041.31	
7/6/2023	PR	24452	CLH	06/30/23	FICA	187.56	
7/6/2023	PR	24452	CLH	06/30/23	MEDICARE	43.86	
7/20/2023	PR	24478	CLH	07/14/23	FICA	119.88	
7/20/2023	PR	24478	CLH	07/14/23	MEDICARE	28.03	
Total Social Security Transactions for July:						379.33	0.00
Period Social Security Totals						379.33	0.00
Year-To-Date Social Security Totals						1,420.64	0.00
Appropriations -							
3,266.00							
Current Expenditures =							
1,420.64							
Unexpended Balance -							
1,845.36							
Current Encumbrance =						0.00	
Unencumbered Balance							1,845.36

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Account: 850756-718.000 Hospitalization Dept: Parks & Recreation							
Beginning Balance :						3,565.00	
7/1/2023	JE	24499	CMK	JE#10537	Insurance Charges	1,782.50	
Total Hospitalization Transactions for July:						1,782.50	0.00
Period Hospitalization Totals						1,782.50	0.00
Year-To-Date Hospitalization Totals						5,347.50	0.00
Appropriations -							
7,130.00							
Current Expenditures =							
5,347.50							
Unexpended Balance -							
1,782.50							
Current Encumbrance =						0.00	
Unencumbered Balance							1,782.50

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Account: 850756-719.000 Retirement Dept: Parks & Recreation							

* Indicates Prior Year Transactions

Transaction History Listing Report

3:05 PM

County of Leelanau

Account Balance Transactions
Date Range: July 1, 2023 Thru July 31, 2023

Fund: 101 General Fund
Department: 850756 Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits	
Beginning Balance :						907.07		
7/26/2023	AP	24510	CMK	20230725	MERS	342.23		
Total Retirement Transactions for July:						342.23	0.00	
Period Retirement Totals						342.23	0.00	
Year-To-Date Retirement Totals						1,249.30	0.00	
		Appropriations -			Current Expenditures =	Unexpended Balance -	Current Encumbrance =	Unencumbered Balance
		2,167.00			1,249.30	917.70	0.00	917.70

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits	
Beginning Balance :						167.34		
7/26/2023	AP	24510	CMK	20230726	FIRST UNUM LIFE INSURANCE COMP	83.67		
Total Life Insurance/Disability Transactions for July:						83.67	0.00	
Period Life Insurance/Disability Totals						83.67	0.00	
Year-To-Date Life Insurance/Disability Totals						251.01	0.00	
		Appropriations -			Current Expenditures =	Unexpended Balance -	Current Encumbrance =	Unencumbered Balance
		579.00			251.01	327.99	0.00	327.99

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Beginning Balance :						3,471.48	
7/1/2023	AP	24458	CMK	20230630	GFL ENVIRONMENTAL	109.24	
7/1/2023	AP	24458	CMK	20230630	GFL ENVIRONMENTAL	32.51	
7/5/2023	AP	24465	CMK	20230705	WILLIAMS AND BAY	233.00	
7/5/2023	AP	24465	CMK	20230705	WILLIAMS AND BAY	582.50	
Total Contractual Services Transactions for July:						957.25	0.00
Period Contractual Services Totals						957.25	0.00

* Indicates Prior Year Transactions

Transaction History Listing Report

3:05 PM

County of Leelanau

Account Balance Transactions

Date Range: July 1, 2023 Thru July 31, 2023

Fund: 101 General Fund
 Department: 850756 Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Year-To-Date Contractual Services Totals						4,428.73	0.00
Appropriations - Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance							
						18,000.00	4,428.73
						13,571.27	0.00
						0.00	13,571.27

Account: 850756-850.000 Telephone Dept: Parks & Recreation

Beginning Balance : 313.26

7/13/2023	AP	24510	CMK	20230713	BRIGHTSPEED	52.04	
Total Telephone Transactions for July:						52.04	0.00
Period Telephone Totals						52.04	0.00
Year-To-Date Telephone Totals						365.30	0.00
Appropriations - Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance							
						400.00	365.30
						34.70	0.00
						0.00	34.70

Account: 850756-850.001 Telephone - Cell phone Dept: Parks & Recreation

Beginning Balance : 98.54

7/11/2023	AP	24510	CMK	20230711	AT&T MOBILITY	49.26	
Total Telephone - Cell phone Transactions for July:						49.26	0.00
Period Telephone - Cell phone Totals						49.26	0.00
Year-To-Date Telephone - Cell phone Totals						147.80	0.00
Appropriations - Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance							
						294.00	147.80
						146.20	0.00
						0.00	146.20

Account: 850756-860.001 Taxable Travel Dept: Parks & Recreation

Beginning Balance : 492.60

7/6/2023	PR	24452	CLH	06/30/23	TAXABLE TRAVEL	93.01	
Total Taxable Travel Transactions for July:						93.01	0.00

* Indicates Prior Year Transactions

Transaction History Listing Report

3:05 PM

County of Leelanau

Account Balance Transactions
Date Range: July 1, 2023 Thru July 31, 2023

Fund: 101 General Fund
Department: 850756 Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Period Taxable Travel Totals						93.01	0.00
Year-To-Date Taxable Travel Totals						585.61	0.00
Appropriations -							
1,500.00							
Current Expenditures =						585.61	
Unexpended Balance -						914.39	
Current Encumbrance =						0.00	Unencumbered Balance
							914.39

Account: 850756-920.000 **Utilities (Light-Oil)** **Dept:** Parks & Recreation

Beginning Balance : 1,951.20

7/19/2023	AP	24510	CMK	20230719	CHERRYLAND ELECTRIC COOPERATIV	29.00	
7/26/2023	AP	24510	CMK	20230726	CHERRYLAND ELECTRIC COOPERATIV	53.11	
Total Utilities (Light-Oil) Transactions for July:						82.11	0.00
Period Utilities (Light-Oil) Totals						82.11	0.00
Year-To-Date Utilities (Light-Oil) Totals						2,033.31	0.00
Appropriations -							
4,000.00							
Current Expenditures =						2,033.31	
Unexpended Balance -						1,966.69	
Current Encumbrance =						0.00	Unencumbered Balance
							1,966.69

Account: 850756-970.010 **Capital Outlay under \$5,000.00** **Dept:** Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Beginning Balance :							
Period Capital Outlay under \$5,000.00 Totals							0.00
Year-To-Date Capital Outlay under \$5,000.00 Totals						0.00	0.00
Appropriations -							
4,000.00							
Current Expenditures =						0.00	
Unexpended Balance -						4,000.00	
Current Encumbrance =						0.00	Unencumbered Balance
							4,000.00
Grand Totals						31,083.06	0.00

* Indicates Prior Year Transactions

Operator: CMK

From: [Caprice Behner](#)
To: [Laurel Evans](#)
Subject: Myles Kimmerly Park Pickleball courts
Date: Thursday, July 20, 2023 9:50:01 AM

Dear Laurel Evans and the Leelanau Parks Commission,

i read with interest the letter from Dick Daley regarding the proposed pickleball courts at Myles Kimmerly park. This is such an ideal location and it seems to me that parks always err on the short side and don't build enough courts.

I'm originally from New Buffalo and they have a wonderful new 6 court facility with restrooms right next to the courts and a covered lounge area. The courts are used all the time!

Glen Arbor was a little shortsighted(even though it's a beautiful design), building only 3 courts, and during open play sometimes 30-40 min elapses between games as there are so many people. Since a few of us have gotten older, we stiffen up waiting for the next game. Maybe some of you know that feeling? Designating courts as to play level during open play is a great practice but only if you have enough courts to do so.

Mr. Daly said it all and we have our fingers crossed that we'll get the additional pickleball courts at Myles Kimmerly. It would be a great place to hold tournaments if the Parks Commission needs some funding.

Best regards and thanks for your service to our communities,
Caprice Behner
capriceb3@netscape.net
269-830-9199

From: [BRIAN BLAKE](#)
To: [Laurel Evans](#)
Subject: Pickleball
Date: Thursday, July 13, 2023 9:03:58 PM

Hello Laurel I'm writing in regards to Myles Kimberly park renovation. It would benefit the area to put in permanent pickleball courts. It would get more usage and surrounding business would benefit.

From: [Mary](#)
To: [Laurel Evans](#)
Subject: pickleball courts
Date: Monday, July 17, 2023 1:05:00 PM

Hi Laurel,

I submitted a letter requesting more pickleball courts be added to Myles Kimberly citing the current problems with too few courts at the Glen Arbor Park for the demand.

I saw the proposed plan at Myles Kimberly and although 6 courts are a great addition, I think we could use more courts than what is proposed. I think being short sighted in the park planning in Glen Arbor is evident and I would hate to see the same mistake at Myles Kimberly. This is the fastest growing sport in America with many tennis players converting to pickleball and so many people in all age groups playing now.

I would love to see at least 10 courts and I am sure they will all be used continually especially during the summer season.

Thank you for considering my recommendation.

Mary Cahill

From: [Ron and/or Diane Calsbeek](#)
To: [Laurel Evans](#)
Subject: Myles Kimmerly Park Plans
Date: Saturday, July 22, 2023 9:09:26 AM

Dear Ms. Evans,

I write in support of the plans for Myles Kimmerly Park. Specifically, I appreciate the proposal for six pickleball courts.

I was on the Glen Arbor Park Commission (now Board) when we planned to remodel our small park. At that time, Pickleball was relatively new to our community. We included plans for three courts not expecting that they would become a magnet drawing players from a thirty-mile-plus radius for regular play. The growth in popularity along with the quality of our courts has placed pressure on our park. It is not uncommon for there to be twenty to thirty people waiting to play while all three courts are occupied.

We have also found that local tennis players are willing to drive to Glen Lake School to play tennis rather than wait for a court in Glen Arbor. The school is less than two miles from Myles Kimmerly. This indicates that six new Pickle courts at Myles Kimmerly would greatly relieve pressure on the park in Glen Arbor and would be a popular attraction.

I wholeheartedly encourage you to make your plans a reality, and I further urge you to replicate Glen Arbor's design. Players from various parts of the county find ours to be among the finest, particularly appreciating the fences between the courts and the central pass-through from court to court.

If there is any way I can be of assistance, please don't hesitate to call on me.

Thank you for your interest in our community's health and happiness.

Ron Calsbeek
616-560-6448

From: [RICHARD DALY](#)
To: [Laurel Evans](#)
Cc: [Dick Daly](#); [Susan Betzig](#); [Ken Rosiek](#); [jim.mccabe707@yahoo.com](#); [Mary](#); [Devvon Wilce](#); [Caprice Behner](#); [jackieoleson18@gmail.com](#); [Molly Daly](#); [Paul and Marcia Walters](#)
Subject: Proposal for Improvements @ Myles Kimmerly Park
Date: Wednesday, July 19, 2023 4:28:23 PM

Ms. Laurel Evans,

I am a tax payer in Glen Arbor Township and have be so for the past 13 years. Accordingly, I wanted to share some feedback on the proposal for improvements at Myles Kimmerly Park.

As an active Pickleball player, I strongly support building 6 Pickleball courts at the park. The Pickleball courts in Glen Arbor are in almost constant use by people of all ages during good weather. More often than not, there are several groups of people waiting for an open court. People come from all over the area to play on the Glen Arbor courts.

While Pickleball initially attracted the 50 and over crowd, entire families now enjoy the sport with children as young as five actively participating. It is a testament to the quality of the courts in Glen Arbor and the thoughtful forward thinking of the Park Commissioners. It is now time to meet the growing demand with the 6 courts planned for Myles Kimmerly.

Regarding the tennis courts at Myles Kimmerly, 4 courts would seem to be more than ample. Tennis is still popular, but my observation is that fewer people are playing tennis than in the past. Lining any tennis courts for Pickleball could always be done later, should the need arise.

The number and variety of other activities planned should be welcomed by the community. Drawing more people requires attention to providing adequate parking and restroom facilities. Temporary restrooms, while filling a short term, sometimes result in viewing this need with reduced urgency. The solution is better planning at the commencement of the project.

Should you have any questions, my contact information appears below.

Thank you for your service.

Richard (Dick) Daly

Email: almar632@comcast.net

Mobile: 248-860-2427

From: [LORI GROVER](#)
To: [Laurel Evans](#)
Subject: Re: Current MKP plan, Leelanau County
Date: Thursday, July 13, 2023 2:46:20 PM

Thank you Laurel,

I enjoyed speaking with you earlier. As I mentioned I will pass this email to the folks I know that have an interest in seeing more pickleball courts added to Myles Kimmerly Park.

Currently we all play at the three beautiful courts in Glen Arbor. One of the frustrating aspects for most of the pickleball players is the waiting time to play. I have personally been to the Glen Arbor pickleball courts and seen more than 30 people waiting to play and seen all four tennis courts being used to hit pickleballs back and forth. I personally know of 8 private pickleball courts that have been built or are being built on or near Glen Lake because of the lack of court availability.

Pickleball is a very social sport. If enough courts were built in Myles Kimmerly Park, I believe the park would become even more vibrant. Pickleball is a sport where a single person with a paddle can come to courts and find a game. I think that is one of the main reasons that the sport has become the fastest growing sport in America for the last several years.

By adding enough courts in one spot, we could encourage tournaments and leagues, lessons, clinics that would get more people to the area and would encourage patronage of local business.

As far as the design of the courts, I would encourage access to the courts to allow the least amount of disruption to other courts as possible. Adding barriers (fence) between courts is very helpful (more costly) and appreciated. A pavilion for people to sit out of the sun and watch other games or to be used as a place to eat and drink and socialize would really add to the popularity of the park. Windscreens can really help to make play better, since the ball is very light and wind can really influence the path of the ball. Some other things that would be nice, a drinking fountain, a wall to practice on, a web camera mounted on the courts, so people can view online and see if the courts are being used.

Thank you for reading my email and passing it on to the appropriate folks. I would be happy to discuss any of these ideas with you or your people.

Make it a great day,

Jeff Grover

C.616.291.4302



On Jul 13, 2023, at 2:15 PM, Laurel Evans <levans@leelanau.gov> wrote:

Dear Mr. Grove,

Thanks again for contacting us with regard to Myles Kimmerly County Park, specifically interest with potential future pickleball courts.

As discussed, here is a link to the most current conceptual plan for Myles Kimmerly County Park –

https://www.leelanau.gov/downloads/02012023_mkpcomm_pkt_opt.pdf

The link is to the meeting packet from the February 1, 2023, MKP Committee meeting, and the specific map is located on page 8.

We encourage all parks users to forward their suggestions on how to enhance this and either of the other two parks to me, and those suggestions will be forwarded on to the Parks Commission for further review and consideration.

We will post the new draft conceptual plan after it has been released.

Laurel S. Evans

Executive Assistant

Leelanau County Administration

8527 E. Government Center Dr., Suite #101

Suttons Bay, MI 49682

231-256-9711 *main*

231-256-8101 *direct*

231-256-0120 *fax*

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From: [Joe Katona](#)
To: [Laurel Evans](#)
Cc: katonajoe@aol.com
Subject: Fw: Current MKP plan, Leelanau County
Date: Thursday, July 20, 2023 6:14:30 PM



Hi Laurel,

I recently received a copy of this message from Jeff Grover, who is a friend and fellow Pickleball player.

I have a cottage on Lake Leelanau that my family stays in during the spring, summer and fall months. I was pleased to hear that MKP is considering the addition of Pickleball courts. I have used the park many times for the tennis courts and to enjoy the lovely setting.

I have been a tennis player for over 50 years, and now pickleball for the past 3 years. I am a certified Pickleball teaching pro by the PPR (Professional Pickleball Registry). I am a regular user of courts all over the Traverse area, as well as many other locations around the country. Also, I have been advising the planning committee associated with adding Pickleball courts in Interlochen.

I wanted to volunteer to offer any advisory help that you may desire with this project. There is no cost for this service--my reason for volunteering is simply to help the community. There may be some decisions that can be made in the planning stages that will improve the courts at little or no cost.

If you do not need or want this help, I will not be offended in any way.

sincerely,
Joe Katona
katonajoe@aol.com
248-729-3955

----- Forwarded Message -----

From: LORI GROVER <grove5@aol.com>
To: Mike Kramer <mkramer.com@gmail.com>; Joe Katona <katona.joe1@gmail.com>
Sent: Friday, July 14, 2023 at 04:50:02 PM EDT
Subject: Fwd: Current MKP plan, Leelanau County

Make it a great day,

Jeff Grover

C.616.291.4302



Begin forwarded message:

From: LORI GROVER <GROVE5@aol.com>
Date: July 13, 2023 at 4:17:03 PM EDT
To: Kellie O'Toole <kellieotoole65@gmail.com>
Subject: Fwd: Current MKP plan, Leelanau County

Make it a great day,

Jeff Grover

C.616.291.4302

Begin forwarded message:

From: Laurel Evans <levans@leelanau.gov>
Date: July 13, 2023 at 2:15:38 PM EDT
To: grove5@aol.com
Subject: Current MKP plan, Leelanau County

Dear Mr. Grove,

Thanks again for contacting us with regard to Myles Kimmerly County Park, specifically interest with potential future pickleball courts.

As discussed, here is a link to the most current conceptual plan for Myles Kimmerly County Park –

https://www.leelanau.gov/downloads/02012023_mkpcomm_pkt_opt.pdf

The link is to the meeting packet from the February 1, 2023, MKP Committee meeting, and the specific map is located on page 8.

We encourage all parks users to forward their suggestions on how to enhance this and either of the other two parks to me, and those suggestions will be forwarded on to the Parks Commission for further review and consideration.

We will post the new draft conceptual plan after it has been released.

Laurel S. Evans

Executive Assistant

Leelanau County Administration

8527 E. Government Center Dr., Suite #101

Suttons Bay, MI 49682

231-256-9711 *main*

231-256-8101 *direct*

231-256-0120 *fax*

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From: [Michael Kramer](#)
To: [Laurel Evans](#)
Subject: Pickleball at Myles Kimmerly County Park
Date: Saturday, July 15, 2023 5:33:14 PM

Dear Ms. Evans,

Please consider this message the strongest possible endorsement of the plan to add Pickleball courts to Myles Kimmerly County park.

I have been a happy summer visitor to Glen Arbor for the past 27 years; however, as an avid Pickleball player, I have grown a bit frustrated with the time I have spent waiting to get on a court in the GA park. I see private courts being installed all around the area so obviously others are frustrated too. Clearly more Pickleball courts are needed.

Thank you for your consideration.

Mike Kramer (and family)
Glen Arbor



8857 DUNNS FARM R.D
 MAPLE CITY MI, 49664

Estimate

Date	Estimate #
7/3/2023	311

Name / Address
OLD SETTLERS PARK

Project

Item	DESCRIPTION OF WORK TO BE COMPLETED
ROAD GRAVEL	PARKING SPOT EXPANSION OLD SETTLERS PARK
SLV75 SKIDSTEER	PARALLEL PARKING ALONG SOUTH SIDE OF PAVED ROAD
	ANGLED PARKING SPOT IN FRONT OF GAZEBO
	EXTENDED PARKING IN FRONT OF PORTAL JOHNS
	ROAD GRAVEL
	SKIDSTEER

APPROVING THIS ESTIMATE IS ALSO AGREEING TO STANZ DOZER TERMS AND CONDITIONS ONLY SHOWN IF ASKED. PRICE IS SUBJECT TO CHANGE IF DEVIATED AT ALL TO THIS ESTIMATE IN ANY WAY.	Total	\$4,850.00
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