

## NOTICE OF MEETING

A Regular Meeting of the Leelanau County Parks and Recreation Commission  
will be held at 3:00 p.m., Wednesday, May 1, in the  
Leelanau County Government Center – 1<sup>st</sup> floor.  
<https://www.leelanau.gov/parksandrecmtg.asp>

*(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.)*

*(Please silence cellular/electronic devices)*

## **DRAFT AGENDA**

### **CALL TO ORDER & PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **APPROVAL OF AGENDA**

### **CONFLICT OF INTEREST**

### **PUBLIC COMMENTS**

### **STAFF COMMENTS**

### **CONSIDERATION OF APRIL 3, 2024 MEETING MINUTES**

### **UNFINISHED BUSINESS**

### **DISCUSSION/ACTION ITEMS**

1. Gazebo work at Old Settlers Park
2. Easement parcel - Old Settlers Park
3. Approval of Financials

### **REPORTS/UPDATES**

1. Myles Kimberly Park Committee – Conceptual Plan Update
2. Old Settlers Park Committee
3. Veronica Valley Park Committee

### **PUBLIC COMMENT**

### **STAFF COMMENTS**

### **COMMISSIONER & CHAIRPERSON COMMENTS**

### **ADJOURN**

### **Members**

Charles Godbout-Chair  
Casey Noonan-Vice Chair  
Steve Christensen-Secretary  
John Arens  
Don Frerichs  
Melinda Lautner  
John Popa  
Kama Ross  
F. Jon Walter  
Keith Beduhn

**Leelanau County Parks and Recreation Commission  
Meeting Minutes**

April 3, 2024 3:00 p.m.

Leelanau County Government Center – Commissioners Meeting Room  
8527 E. Government Center Dr., Suttons Bay MI 49682

**CALL TO ORDER/PLEDGE OF ALLEGIANCE:**

Chair Godbout called the meeting to order at 3:00 p.m. and led the “Pledge of Allegiance.”

**ROLL CALL:**

- |   |  |
|---|--|
| ▪ John Arens - <i>Absent</i>                                  | ▪ Melinda Lautner – <i>Absent, prior notice.</i> |
| ▪ Keith Beduhn  | ▪ Casey Noonan, Vice Chair                       |
| ▪ Steve Christensen, Secretary – <i>Absent, prior notice.</i> | ▪ John Popa                                      |
| ▪ Don Frerichs  | ▪ Kama Ross                                      |
| ▪ Charles Godbout, Chair                                      | ▪ John Walter                                    |

**Staff in Attendance:**

- Lori Eubanks, Recording Secretary
- Gail Myer, Planning Director

**Approval of Agenda:**

Requests to add to the agenda:

- Tree Planting Purchase for Veronica Valley Park (Popa)
- Approval to Install Fencing at Veronica Valley Park (Popa)

**Motion by Noonan to approve the agenda, as amended. Seconded by Beduhn.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

**Conflict of Interest:** None.

**Public Comment:** None.

**Staff Comments:**

Gail Myer, Planning Director provided three handouts; 1) Planning Department Procedures; 2) Open Meetings Act Handbook; and 3) 2024 Budget Rules. Additionally, Myers noted that she received a request to use the parks once a month. She said she will gather more information before adding the request to the May (2024) Parks agenda.

**Approval of Minutes:**

Godbout noted that under the “Approval of Agenda” section of the March 6, 2024 minutes, the second bullet should be corrected to read, “Discussion of Request for Proposal (RFP) for Gazebo at **Old Settlers Park** (not Myles Kimmerly Park).”

**Motion by Noonan to approve the minutes of March 6, 2024, as amended. Seconded by Walter.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

**Unfinished Business:**

2024 Proposed Meeting Schedule (Handout) – Godbout noted that this document was being redistributed because the addition of due dates for agenda reports have been added.

**Discussion/Action Items:**

1. **Tree Plantings at Veronica Valley Park** – Presented by Tom Adams, Leelanau County Conservation District

Adams explained that tree plantings at Veronica Valley Park have been done for over 12 years now. Typically, 40-50 trees are ordered and planted by volunteers. This year's discounted total for the purchase of the trees is \$223.20.

**Motion by Popa to approve the March 25, 2024 invoice from the Leelanau County Conservation District in the amount of \$223.20. Seconded by Ross.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

2. **Veronica Valley Pond Fish Report** – Presented by Heather Hettinger, DNR Fisheries Biologist  
Hettinger provided a document showing the history of fish costs for Kids' Fish Day from 2005 to present as well as an invoice dated March 29, 2024 from Laggis' Fish Farm, Inc. totaling \$8,566.00, a \$2,040.00 increase from 2023. Hettinger said 2024 will be the 14<sup>th</sup> Kids' Fish Day that she has been involved with.

**Motion by Popa to recommend to the Board of Commissioners to approve the March 29, 2024 invoice from Laggis' Fish Farm, Inc. in the amount of \$8,566.00 for the purchase of fish for Kids Fish Day (2024) at Veronica Valley Park. Seconded by Noonan.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

**Motion by Popa that the Parks and Recreation Commission approve the purchase of fish for the Lake Leelanau Lake Association's Kids' Fish Day Committee in the amount of \$500.00. Seconded by Noonan.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

3. **Myles Kimmerly Park Project – Engineered Wood Fiber Mulch**

Godbout explained that at the March 6, 2024 Parks meeting, the Parks Commission (Commission) approved seeking approval from the Board of Commissioners (BOC) to go out for a MMRMA RAP grant for the purchase of the engineered wood fiber mulch (mulch) for the playground at Myles Kimmerly Park; however, the Commission did not take action to approve installation of the mulch. Ross explained that the Commission should ask the BOC to waive the bid process for the project to install the mulch because it is a small project and there are limited resources to perform the work. She added that the project qualified for the RAP grant because it is a new project to lay down the mulch at the park. She further explained that the grant requires a 50 percent match and that the grant does not cover in-house labor. Ross said she pursued an estimate with a company in Florida and its cost to blow out the mulch (but not spread it) was \$14,145.00. A second quote from Deering Tree Service in Maple City (Michigan) quoted \$5,700.00 for the delivery of the mulch with an estimate from Scott Bradley, Maintenance Worker, of \$800.00 to \$1,000.00 for him, or someone he hired, to install the mulch (including excavating down 12 inches before installation). Ross also received a quote from Home Depot for approximately \$14,500.00. She added that the quote is due on April 10, 2024. Noonan expressed concern for doing the project prematurely, since the intent is to replace the playground equipment. Discussion ensued about the process to remove and reuse the mulch when the new playground equipment is installed. Ross felt that safety should take

precedent over waiting to install the mulch until the new equipment is installed. Molly Peplinski spoke as a member of the public and also felt the installation of the mulch was premature and that she thought rubber mats were needed to be installed at the base of the swings and the slide in order to be ADA-compliant. Allan Campbell, member of the public, mentioned the importance of mitigating liability. Popa supported moving forward with the installation of the mulch to ensure the safety of the playground patrons.

**Motion by Ross that the Leelanau County Parks and Recreation Commission recommend to the Board of Commissioners to approve the purchase of engineered wood fiber from Deering Tree Service for the Myles Kimmerly Park playground at a cost not to exceed \$6,730.50. Seconded by Frerichs.**

Discussion: Ross clarified that the grant would cover half the cost of the material and delivery, but not the cost of labor.

**Ayes: 6 (Beduhn, Frerichs, Godbout, Popa, Ross, Walter)**

**Opposed: 1 (Noonan) Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

#### 4. Leelanau County Parks Advertising – Visitors’ Guide and Color Tour Magazine

Meyer reported that she received a solicitation from the *Leelanau Enterprise* regarding advertising the Leelanau County Parks (which has been the practice in the past) in the *Visitor’s Guide* and the *Color Tour* magazine at a cost of \$755.00 and \$535.00, respectively. Noonan felt the price to advertise was getting too cost prohibitive, but thought the *Visitor’s Guide* was the most beneficial of the two publications. Godbout said he was unsure about the value of advertising in the publications.

**Motion by Noonan to advertise in the *Visitor’s Guide* at a cost of \$755.00 and to forego advertising in the *Color Tour* magazine. Seconded by Godbout.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

#### 5. CIP Projects/Submittals

Godbout reported that there were no new additions to the CIP as there were no new submissions from the committees. Frerichs commented that he thought CIPs were “black holes” and that they don’t go anywhere. He said he was disillusioned with the whole process. Regarding the 2025 Parks Plan, Godbout said the process will be to get the revised plan together, then update the CIP accordingly.

#### 6. Approval of Financials

- Revenue & Expense Report - Period Ending March 31, 2024
- Transaction History Listing Report – Period Ending March 31, 2024

Godbout noted a miscategorized line item that was still showing 600+ percent over budget. Myer said the Maintenance Department needs to follow up with the Accounting Department to get the issue resolved. Godbout reported budget expenditures at 3.2 percent.

**Motion by Popa to approve the financials as presented. Seconded by Noonan.**

**Ayes: 6 (Beduhn, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 4 (Arens, Christensen, Frerichs, Lautner)**

**Motion Carries.**

#### 7. Updates

**Parks and Recreation Plan** – Godbout reported that he received two estimates from Gosling Czubac Engineering; one for a “full-blown” plan, including “full-blown” public input, and one with the public input stripped out and using public hearings for the input. Godbout deemed both estimates too high, so an RFP will be posted to solicit bids for the new plan. Myer added that the County Administrator Allen sent out the Scope of Service and Myer is awaiting the RFP from Corporate Counsel so the bids can go out.

## Summer Help

Godbout reported that interviews for the Maintenance Worker vacancy (resulting from Scott Bradley's retirement) and for supplemental maintenance help are in progress.

## 8. Approval to Install Fencing at Veronica Valley Park

Popa presented a bid from Easling Construction dated March 29, 2024, with two options:

- **Option 1: Install Split Rail Fencing with Foundation Coating: \$2,470.00**
  - Install 29 split rail fence posts and railings to match existing ones.
  - Reattach three signs to the new fence.
  - Apply foundation coating to posts before installation.
  - Easling to provide foundation coating materials.
  - All fencing materials to be provided by Leelanau County Parks and Recreation.
  
- **Option 2: Install Split Rail Fencing: \$1,940.00**
  - Install 29 split rail fence posts to match existing ones.
  - Reattach three signs to the new fence.
  - All fencing materials are to be provided by Leelanau County Parks and Recreation.

Popa said Bradley would purchase the materials (cedar posts) and that they would be charged to Maintenance. Popa supported Option 1 with the foundation coating addition.

**Motion by Popa for the Parks and Recreation Commission to approve Option 1 of the Easling Construction bid dated March 29, 2024 to install the replacement split rail fencing including foundation coating for a cost not to exceed \$3,500.00. Seconded by Noonan.**

**Ayes: 7 (Beduhn, Frerichs, Godbout, Noonan, Popa, Ross, Walter)**

**Opposed: 0 Absent: 3 (Arens, Christensen, Lautner)**

**Motion Carries.**

## Reports/Updates

1. **Myles Kimmerly Park** – Frerichs noted the updated five-year park plan was on conference room table and invited the group to share thoughts and suggestions. Ross shared that the composting display board at the Poor Farm Barn should be installed by May 29, 2024 and reminded the group the cost for the board was approved for payment by the Parks Commission.
  
2. **Old Settlers Park** – Godbout reported that the gazebo refurbishment RFP was reissued. He said one contractor showed up for the site visit (Leabo Construction, Suttons Bay). Regarding the MMRMA risk assessment items for Old Settlers Park, Godbout reported that new and augmented surface material on the playground is work in progress. He added that the Monkey Flower viewing platform needs lattice added on two sides and Godbout said he would ask maintenance to do the repair. He added that when the dock is installed, he will ask that the trip hazard between the dock and the shore be fixed by filling in with lakebed material, and that the branches overhanging the stairs be cut back. Godbout said he talked with Jerry Culman, Maintenance Director, about pouring a pad for regular and ADA portable toilets on the northeast side of the park and Culman said he would look into it using County materials and labor. In Lautner's absence, there was no update on the playground bouncers. Noonan reported that the boulders to be set as a barrier around the playground will be placed after the playground mulch project is completed. Noonan reported that he talked with the property owner who has ingress and egress County approval on an easement to his property and now wants to pave it. Noonan said the property owner wants to be on the May agenda to ask permission to do so. Noonan said he also talked with the contractor and was told they will not do anything until they "got an answer."

3. **Veronica Valley Park** – Beduhn reported that the Savon contract was delivered. Beduhn said the Mac Bridge needs to be painted, but he was unsure as to how it could be done since the bridge suspends over the ponds. Popa said painting the bridge was not a priority on the park’s improvement list. Popa reported that Bradley had fixed the park sign and that it is now ready to be installed.

Public Comment(s):

Alan Campbell encouraged the pursuit of a grant by talking with John Mays and reminded the group of the availability of a tent.

Steve Stier clarified that the northwest corner of Myles Kimmerly Park is a field on the north side of Burdickville Road. He also commented that he did not feel “you got your money’s worth” on the Myles Kimmerly Park plan, adding that he did not know why it was done when, in less than a year, another five-year plan will be done. He also expressed concern that there was no public input when designing the plan.

Staff Comment(s): None.

Commissioner and Chairperson Comments: None.

Adjournment:

With no further business to come before the Parks and Recreation Commission, Noonan made a motion to adjourn; seconded by Noonan.

The meeting of the Parks and Recreation Commission adjourned at 4:15 p.m.

Respectfully submitted,

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Lori Eubanks, Recording Secretary

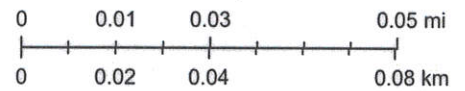
# Leelanau Parcel Viewer



4/24/2024, 9:42:27 AM

1:2,257

- Leelanau\_6in\_RGB.sid
-  Red: Band\_1
  -  Green: Band\_2
  -  Blue: Band\_3
  -  Roads
  -  Municipalities
  -  Sections
  -  Government Lots
  -  Tax Parcels



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau,

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund  
 Department 850756 Parks & Recreation

County of Leelanau  
 Period Ending Date: April 30, 2024

Account Number Account Name	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
<b>Fund 101 General Fund</b>				
<b>Fiscal Year 2024</b>				
<b>Expenses</b>				
850756-702.000 Overtime	0.00	0.00	1,500.00	0.00%
850756-703.000 Salaries	0.00	0.00	39,281.00	0.00%
850756-703.001 Temporary Office Assistant	149.05	865.62	3,000.00	28.85%
850756-703.006 Salaries -non-work holiday	0.00	0.00	604.00	0.00%
850756-704.000 Per Diem	40.00	520.00	2,800.00	18.57%
850756-717.000 Social Security	15.58	127.71	3,725.00	3.43%
850756-718.000 Hospitalization	0.00	852.25	3,409.00	25.00%
850756-719.000 Retirement	0.00	22.16	2,528.00	0.88%
850756-720.000 Life Insurance/Disability	0.00	0.00	1,004.00	0.00%
850756-727.000 Office/Operating Supplies	0.00	0.00	9,500.00	0.00%
850756-742.000 Uniforms	0.00	0.00	400.00	0.00%
850756-743.000 Gas/Oil	0.00	142.44	2,500.00	5.70%
850756-775.000 Repair and Maintenance	0.00	1,062.56	30,000.00	3.54%
850756-801.000 Contractual Services	386.95	2,240.80	18,000.00	12.45%
850756-807.000 Membership Dues and Fees	0.00	<del>687.68</del>	100.00	687.68%
850756-850.000 Telephone	0.00	159.21	400.00	39.80%
850756-850.001 Telephone - Cell phone	0.00	0.00	294.00	0.00%
850756-860.000 Travel	0.00	0.00	70.00	0.00%
850756-860.001 Taxable Travel	14.74	284.08	1,500.00	18.94%
850756-900.000 Printing and Publishing	0.00	535.00	1,200.00	44.58%
850756-920.000 Utilities (Light-Oil)	29.00	1,024.08	4,000.00	25.60%
850756-940.000 Rental	0.00	0.00	1,500.00	0.00%
850756-942.000 Copy Machine Charges (Rental)	0.00	0.08	30.00	0.27%
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%
<b>Expenses Total</b>	<b>635.32</b>	<b>8,523.67</b>	<b>186,345.00</b>	<b>4.57%</b>
<b>Capital Outlay under \$5,000.00</b>	<b>635.32</b>	<b>8,523.67</b>	<b>186,345.00</b>	<b>4.57%</b>
<b>Expenses Fund Total</b>	<b>635.32</b>	<b>8,523.67</b>	<b>186,345.00</b>	<b>4.57%</b>

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# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: April 30, 2024

Account Number Account Name	Month-to-date Actual	Current Year-to-date Actual	Current Year Total Amended Budget	Percentage Spent/Received
Net (Rev/Exp)	635.32	8,523.67	186,345.00	
Beginning/Adjusted Balance				
7,678,319.19	+	YTD Revenues	YTD Expenses	Current Fund Balance
		1,218,992.93	5,077,208.66	= 3,820,103.46
Grand Total for Expenses	635.32	8,523.67	186,345.00	4.57%
Grand Total Net Rev/Exp	635.32	8,523.67	186,345.00	

# Transaction History Listing Report

County of Leelanau  
 Account Balance Transactions  
 Date Range: January 1, 2024 Thru April 30, 2024

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
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Account: 850756-703.001 Temporary Office Assistant Dept: Parks & Recreation Beginning Balance :

1/4/2024	PR	24830	CLH	12/29/23	REGULAR WAGES	122.16	
1/11/2024	JE	24925	CLH	JE#10830	Accrued 2023 PR paid in 2024		122.16
Total Temporary Office Assistant Transactions for January:						122.16	122.16

2/1/2024	PR	24897	CLH	01/26/24	REGULAR WAGES	217.84	
2/15/2024	PR	24918	CLH	02/09/24	REGULAR WAGES	372.61	
Total Temporary Office Assistant Transactions for February:						590.45	0.00

3/5/2024	PR	24990	CLH	03/01/24	REGULAR WAGES	45.86	
3/28/2024	PR	25047	CLH	03/22/24	REGULAR WAGES	80.26	
Total Temporary Office Assistant Transactions for March:						126.12	0.00

4/11/2024	PR	25071	CLH	04/05/24	REGULAR WAGES	149.05	
Total Temporary Office Assistant Transactions for April:						149.05	0.00

Period Temporary Office Assistant Totals Year-To-Date Temporary Office Assistant Totals Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance Appropriations - 3,000.00	987.78 987.78 865.62 2,134.38
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Account:	850756-704.000	Per Diem	Dept:	Parks & Recreation	Beginning Balance :	Debits	Credits
Date	SRC	Batch	Operator	Ref #	Description		
1/4/2024	PR	24830	CLH	12/29/23	PER DIEM	150.00	
1/11/2024	JE	24925	CLH	JE#10830	Accrued 2023 PR paid in 2024		150.00
Total Per Diem Transactions for January:						150.00	150.00
2/1/2024	PR	24897	CLH	01/26/24	PER DIEM	40.00	
2/29/2024	PR	24968	CLH	02/23/24	PER DIEM	200.00	
Total Per Diem Transactions for February:						240.00	0.00

\* Indicates Prior Year Transactions

# Transaction History Listing Report

County of Leelanau

Account Balance Transactions  
Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund  
Department: 85075Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
3/14/2024	PR	25005	CLH	03/08/24	PER DIEM	80.00	
3/28/2024	PR	25047	CLH	03/22/24	PER DIEM	160.00	
Total Per Diem Transactions for March:						240.00	0.00
4/11/2024	PR	25071	CLH	04/05/24	PER DIEM	40.00	
Total Per Diem Transactions for April:						40.00	0.00
Period Per Diem Totals						670.00	150.00
Year-To-Date Per Diem Totals						670.00	150.00
Appropriations - Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance						2,800.00	2,280.00

Account:	850756-717.000	Social Security	Dept:	Parks & Recreation	Debits	Credits	
Date	SRC	Batch	Operator	Ref #	Description		
1/4/2024	PR	24830	CLH	12/29/23	FICA	20.44	
1/4/2024	PR	24830	CLH	12/29/23	MEDICARE	4.78	
1/11/2024	JE	24925	CLH	JE#10830	Accrued 2023 PR paid in 2024	25.23	
Total Social Security Transactions for January:						25.22	25.23
2/1/2024	PR	24897	CLH	01/26/24	FICA	17.65	
2/1/2024	PR	24897	CLH	01/26/24	MEDICARE	4.13	
2/15/2024	PR	24918	CLH	02/09/24	FICA	23.10	
2/15/2024	PR	24918	CLH	02/09/24	MEDICARE	5.40	
2/29/2024	PR	24968	CLH	02/23/24	FICA	20.96	
2/29/2024	PR	24968	CLH	02/23/24	MEDICARE	4.90	
Total Social Security Transactions for February:						76.14	0.00
3/5/2024	PR	24990	CLH	03/01/24	FICA	2.84	
3/5/2024	PR	24990	CLH	03/01/24	MEDICARE	.66	
3/14/2024	PR	25005	CLH	03/08/24	FICA	8.28	
3/14/2024	PR	25005	CLH	03/08/24	MEDICARE	1.94	
3/28/2024	PR	25047	CLH	03/22/24	FICA	18.06	
3/28/2024	PR	25047	CLH	03/22/24	MEDICARE	4.22	

\* Indicates Prior Year Transactions



# Transaction History Listing Report

County of Leelanau  
 Account Balance Transactions  
 Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund  
 Department: 85075Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Appropriations -						2,528.00	
Year-To-Date Retirement Totals						22.16	0.00
Current Expenditures = Unexpended Balance -						22.16	0.00
Current Encumbrance = Unencumbered Balance						0.00	2,505.84

Account: 850756-743.000 Gas/Oil Dept: Parks & Recreation

2/29/2024 AP 24999 EDM 20240229 LEELANAU CO ROAD COMMISSION  
 Beginning Balance :

3/31/2024 AP 25065 EDM 20240331 LEELANAU CO ROAD COMMISSION  
 Total Gas/Oil Transactions for February: 59.72 0.00  
 Total Gas/Oil Transactions for March: 82.72 0.00

Period Gas/Oil Totals	142.44	0.00
Year-To-Date Gas/Oil Totals	142.44	0.00
Current Expenditures = Unexpended Balance -	142.44	0.00
Current Encumbrance = Unencumbered Balance	0.00	2,357.56

Account:	850756-775.000	Repair and Maintenance	Description	Dept:	Parks & Recreation	Debits	Credits
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2/26/2024 AP 25002 EDM 20240226 NORTHERN BUILDING SUPPLY, LLC  
 Beginning Balance : 171.84

3/7/2024 AP 25018 EDM 20240307 NORTHERN BUILDING SUPPLY, LLC  
 February: 171.84 0.00  
 3/29/2024 AP 25084 EDM 20240329 GINOP SALES INC 58.98 831.74  
 Total Repair and Maintenance Transactions for March: 890.72 0.00

Period Repair and Maintenance Totals	1,062.56	0.00
Year-To-Date Repair and Maintenance Totals	1,062.56	0.00

\* Indicates Prior Year Transactions

# Transaction History Listing Report

County of Leelanau  
 Account Balance Transactions  
 Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund  
 Department: 85075Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Appropriations -						30,000.00	
Current Expenditures =						1,062.56	
Unexpended Balance -						28,937.44	
Current Encumbrance =						0.00	
Unencumbered Balance							28,937.44

Account: 850756-801.000 Contractual Services Dept: Parks & Recreation

Beginning Balance :

1/1/2024	AP	24840	CMK	20231231	GFL ENVIRONMENTAL	113.85	
1/1/2024	AP	24840	CMK	20231231	GFL ENVIRONMENTAL	40.10	
1/17/2024	AP	24933	CLH	20240117	WILLIAMS AND BAY	249.00	
Total Contractual Services Transactions for January:						402.95	0.00

2/1/2024	AP	25014	EDM	20240131	GFL ENVIRONMENTAL	113.85	
2/1/2024	AP	25014	EDM	20240131	GFL ENVIRONMENTAL	40.10	
2/14/2024	AP	24944	CLH	20240214	WILLIAMS AND BAY	249.00	
Total Contractual Services Transactions for February:						402.95	0.00

3/1/2024	AP	25014	EDM	20240229	GFL ENVIRONMENTAL	40.10	
3/1/2024	AP	25014	EDM	20240229	GFL ENVIRONMENTAL	113.85	
3/1/2024	AP	25068	CLH	20240212	SAVIN LAKE SERVICES INC	225.00	
3/13/2024	AP	25018	EDM	20240313	WILLIAMS AND BAY	249.00	
3/15/2024	AP	25068	CLH	20240315	GOSLING CZUBAK ENGINEERING	420.00	
Total Contractual Services Transactions for March:						1,047.95	0.00

4/1/2024	AP	25079	EDM	20240331	GFL ENVIRONMENTAL	40.10	
4/1/2024	AP	25079	EDM	20240331	GFL ENVIRONMENTAL	113.85	
4/10/2024	AP	25090	EDM	20240410	WILLIAMS AND BAY	233.00	
Total Contractual Services Transactions for April:						386.95	0.00

Period Contractual Services Totals						2,240.80	0.00
Year-To-Date Contractual Services Totals						2,240.80	0.00
Appropriations -						18,000.00	
Current Expenditures =						2,240.80	
Unexpended Balance -						15,759.20	
Current Encumbrance =						0.00	
Unencumbered Balance							15,759.20

Account:	850756-807.000	Membership Dues and Fees	Dept:	Parks & Recreation	Debits	Credits
Date	SRC	Batch	Operator	Ref #	Description	

\* Indicates Prior Year Transactions

# Transaction History Listing Report

County of Leelanau  
 Account Balance Transactions  
 Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund		Department: 85075Parks & Recreation				Debits	Credits
Date	SRC	Batch	Operator	Ref #	Description		
1/29/2024	JE	24929	CLH	JE#10838	2024 Expenses paid in 2023	687.68	
Total Membership Dues and Fees Transactions for January:						687.68	0.00
Period Membership Dues and Fees Totals						687.68	0.00
Year-To-Date Membership Dues and Fees Totals						687.68	0.00
Appropriations - Current Expenditures = Unexpended Balance						100.00	
Appropriations - Current Encumbrance = Unencumbered Balance						0.00	-587.68
Beginning Balance:							
1/31/2024	AP	24957	EDM	20240113	BRIGHTSPEED	53.07	
Total Telephone Transactions for January:						53.07	0.00
2/13/2024	AP	24957	EDM	20240213	BRIGHTSPEED	53.07	
Total Telephone Transactions for February:						53.07	0.00
3/13/2024	AP	25043	EDM	20240313	BRIGHTSPEED	53.07	
Total Telephone Transactions for March:						53.07	0.00
Period Telephone Totals						159.21	0.00
Year-To-Date Telephone Totals						159.21	0.00
Appropriations - Current Expenditures = Unexpended Balance						400.00	
Appropriations - Current Encumbrance = Unencumbered Balance						0.00	240.79
Account: 850756-860.001		Taxable Travel					
Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
1/4/2024	PR	24830	CLH	12/29/23	TAXABLE TRAVEL	57.64	
1/11/2024	JE	24925	CLH	JE#10830	Accrued 2023 PR paid in 2024		57.64
Beginning Balance:							

\* Indicates Prior Year Transactions

# Transaction History Listing Report

County of Leelanau  
 Account Balance Transactions  
 Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund  
 Department: 85075Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
2/1/2024	PR	24897	CLH	01/26/24	TAXABLE TRAVEL	57.64	57.64
2/29/2024	PR	24968	CLH	02/23/24	TAXABLE TRAVEL	26.80	
					TAXABLE TRAVEL	138.02	
					Total Taxable Travel Transactions for February:	164.82	0.00
3/14/2024	PR	25005	CLH	03/08/24	TAXABLE TRAVEL	53.60	
3/28/2024	PR	25047	CLH	03/22/24	TAXABLE TRAVEL	50.92	
					Total Taxable Travel Transactions for March:	104.52	0.00
4/11/2024	PR	25071	CLH	04/05/24	TAXABLE TRAVEL	14.74	
					Total Taxable Travel Transactions for April:	14.74	0.00
					Period Taxable Travel Totals	341.72	57.64
					Year-To-Date Taxable Travel Totals	341.72	57.64
					Appropriations -	1,500.00	
					Current Expenditures = Unexpended Balance -	284.08	1,215.92
					Current Encumbrance =	0.00	1,215.92
					Unencumbered Balance		
					Beginning Balance :		
2/1/2024	AP	25027	EDM	20230930	LEELANAU ENTERPRISE & TRIBUNE	535.00	
					Total Printing and Publishing Transactions for February:	535.00	0.00
					Period Printing and Publishing Totals	535.00	0.00
					Year-To-Date Printing and Publishing Totals	535.00	0.00
					Appropriations -	1,200.00	
					Current Expenditures = Unexpended Balance -	535.00	665.00
					Current Encumbrance =	0.00	665.00
					Unencumbered Balance		
					Beginning Balance :		

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

Date SRC Batch Operator Ref # Description Debits Credits

\* Indicates Prior Year Transactions



# Transaction History Listing Report

Account Balance Transactions  
Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund  
Department: 85075 Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
1/17/2024	AP	25043	EDM	20240117	CERRYLAND ELECTRIC COOPERATIV	29.00	
1/24/2024	AP	25043	EDM	20240124	CERRYLAND ELECTRIC COOPERATIV	53.00	
1/25/2024	AP	24906	CLH	20240125	CONSUMERS ENERGY	29.24	
1/25/2024	AP	24906	CLH	20240125	CONSUMERS ENERGY	202.49	
1/25/2024	AP	24906	CLH	20240125	CONSUMERS ENERGY	29.52	
Total Utilities (Light-Oil) Transactions for January:						343.25	0.00
2/21/2024	AP	25043	EDM	20240221	CERRYLAND ELECTRIC COOPERATIV	29.00	
2/25/2024	AP	24999	EDM	20240225	CONSUMERS ENERGY	29.18	
2/25/2024	AP	24999	EDM	20240225	CONSUMERS ENERGY	194.89	
2/25/2024	AP	24999	EDM	20240225	CONSUMERS ENERGY	28.77	
2/28/2024	AP	25043	EDM	20240228	CERRYLAND ELECTRIC COOPERATIV	53.00	
Total Utilities (Light-Oil) Transactions for February:						334.84	0.00
3/20/2024	AP	25043	EDM	20240320	CERRYLAND ELECTRIC COOPERATIV	29.00	
3/25/2024	AP	25065	EDM	20240325	CONSUMERS ENERGY	28.77	
3/25/2024	AP	25065	EDM	20240325	CONSUMERS ENERGY	29.21	
3/25/2024	AP	25065	EDM	20240325	CONSUMERS ENERGY	177.01	
3/27/2024	AP	25065	EDM	20240327	CERRYLAND ELECTRIC COOPERATIV	53.00	
Total Utilities (Light-Oil) Transactions for March:						316.99	0.00
4/17/2024	AP	25099	EDM	20240417	CERRYLAND ELECTRIC COOPERATIV	29.00	
Total Utilities (Light-Oil) Transactions for April:						29.00	0.00
Period Utilities (Light-Oil) Totals						1,024.08	0.00
Year-To-Date Utilities (Light-Oil) Totals						1,024.08	0.00
Current Expenditures = Unexpended Balance - Appropriations -						1,024.08	4,000.00
Current Encumbrance = Unencumbered Balance						0.00	2,975.92

Account:	850756-942.000	Copy Machine Charges (Rental)	Dept:	Parks & Recreation	Debits	Credits
Date	SRC	Batch	Operator	Ref #	Description	
1/31/2024	JE	24975	EDM	JE#10878	Copy Machine Charges	.08
Beginning Balance :						

\* Indicates Prior Year Transactions

# Transaction History Listing Report

County of Leelanau  
 Account Balance Transactions  
 Date Range: January 1, 2024 Thru April 30, 2024

Fund: 101 General Fund  
 Department: 85075Parks & Recreation

Date	SRC	Batch	Operator	Ref #	Description	Debits	Credits
Total Copy Machine Charges (Rental) Transactions for January:						0.08	0.00
Period Copy Machine Charges (Rental) Totals						0.08	0.00
Year-To-Date Copy Machine Charges (Rental) Totals						0.08	0.00
Appropriations - Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance						30.00	29.92
Grand Totals						8,878.70	355.03

\* Indicates Prior Year Transactions  
 Operator: CLH