

# Leelanau County Parks and Recreation Commission

Regular Session – Wednesday, May 20, 2020, 3:00 p.m., via Zoom

Leelanau County Government Center, Suttons Bay, Michigan

**A live streaming of this meeting will be available for viewing via the following link –**

[https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view\\_as=subscriber](https://www.youtube.com/channel/UCNQTglgcTedF2qB8floC1GQ?view_as=subscriber)

If you would like to provide comment during the meeting, please watch the livestreamed video, and call in during one of the two public comment portions on the agenda, to **231-256-8103**. There will be no queue, and calls will be taken in the order they are received. Emailed comments are also welcomed prior to the meeting, and can be addressed to [clerk@co.leelanau.mi.us](mailto:clerk@co.leelanau.mi.us)

(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**

**Action Items:**

- 1. Monkeyflower Presentation/Annual Support Request, Laurel Voran, under separate cover.**
- 2. Veronica Valley –**
  - a. Fish Report, Heather Hettinger, MDNR Fisheries Biologist, under separate cover.
  - b. Approval of Fish Purchase.
- 3. DNR Grant Status, Approval of Resolution in Support of Recreational Passport Grant. 2-3**
- 4. Approval of Minutes –**
  - a. Regular Session, February 19, 2020. 4-11
  - b. Special Session, February 27, 2020. 12-14
- 5. Approval of Financial Reports. 15-27**
- 6. Committee Reports and Recommendations:**
  - a. Myles Kimmerly Park Committee
  - b. Old Settlers Park Committee
    - i. Meadow Garden Status Report, Voran and Lund. 28-29
    - ii. Special Event Request – Glen Lake Community Reformed Church. 30-32
  - c. Veronica Valley Park Committee
    - i. Invasive Species Eradication Update.
- 7. Placement of Non-Government Items on County Property. 33-37**
- 8. Recreation Plan Review.**
- 9. 1973 Leelanau County Parks Regulation Ordinance. 38-39**
- 10. Review of P.A. 261 of 1965 (MCL 46.364). 40**

**Public Comment**

**Commissioner Comments**

**Chairperson Comments**

**Adjournment**

Leelanau County Board of Commissioners  
**RESOLUTION #2020-**

**Michigan Dept. Natural Resources Recreation Passport – Development Grant  
Veronica Valley Park Universal Access Improvements**

**WHEREAS**, Leelanau County has an Michigan Department of Natural Resources (MDNR) approved 2020-2024 Community Parks and Recreation Plan, which provides an action program for improvements and maintenance of recreation facilities in the County during the period between 2020 and 2024, and

**WHEREAS**, the County has undergone a planning and design phase for possible improvements to the park known as Veronica Valley Park, previously purchased by the County for future recreational purposes, pursuant to the Recreation Plan pages 38-45 and 71-73 and the Leelanau County General Plan, Chapter 8, and

**WHEREAS**, Leelanau County has developed the Veronica Valley Park Conceptual Site Plan concurrent with the needs and desires of its citizens, and conducted multiple public input and stakeholder meetings to discuss the project including this public hearing.

**NOW, THEREFORE, BE IT RESOLVED**, that the Leelanau County Board of Commissioners hereby approves the application to the MNRTF Development Grant with a \$50,000 (25%) local match leveraging a \$150,000 (75%) requested Trust Fund grant from the state, for the residents of Leelanau County.

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**Deleted:** At a regular meeting of the Board of Leelanau County, held in the County Administration building in the Township of Bingham, Leelanau County, Michigan, on the \_\_\_\_ day of \_\_\_\_, 2020, there were;

¶  
**PRESENT:**¶

**ABSENT:**¶

¶  
The following resolution was offered by \_\_\_\_\_, and supported by \_\_\_\_\_.

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**Commented [LE2]:** Refer to County Resolution #2020-002

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**Commented [LE4]:** Is this correct, or should it be MDNR Recreation Passport Grant?

**Commented [LE5]:** Please confirm these figures, and whether it should state Trust Fund Grant

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**YES:**¶

**NO:**¶

**ABSTAIN:**¶

¶

**RESOLUTION DECLARED ADOPTED**¶

¶

**LEELANAU COUNTY** ¶

¶

By: \_\_\_\_\_¶

William J. Bunek, Board Chairman¶

...

**Parks and Recreation Commission – Request to Approve Application and County Match for a DNR Recreation Passport Grant:**

*#093-03172020 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVES THE PARKS COMMISSION TO PURSUE A 2020 RECREATION PASSPORT GRANT (RPP) AS OUTLINED IN SCENARIO F OF THE PROJECT OPINION OF PROBABLE COSTS, IN THE AMOUNT OF \$150,000.00, AND THAT THE BOARD APPROVE A \$50,000.00 LOCAL MATCH ENTIRELY FROM THE GENERAL FUND - FUND BALANCE FROM PRIOR YEAR 2019, EQUAL TO THE PARKS BUDGET NOT SPENT. SECONDED BY WESSELL.**

Discussion ensued.

**AYES – 6 (Lautner, Rentenbach, Rushton, Soutas-Little, Wessell, Bunek)**

**NO – 1 (Ansorge)**

**MOTION CARRIED.**

**Building & Grounds Committee Recommendations – League of Women Voters Request:**

*#094-03172020 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS DO NOT ALLOW ANY NON-GOVERNMENTAL ITEMS TO BE PLACED ON THE GOVERNMENT CENTER CAMPUS. SECONDED BY RUSHTON.**

Discussion – Commissioner Rentenbach stated that she would not support the motion made at the last meeting and adopted tonight as part of the Consent Agenda to take the recommendation from legal counsel that all requests asking to place nongovernmental items on County property would be considered on a case by case basis, so this motion goes against what was just voted to accept. This motion now motion would set a policy. Brief comments continued.

Commissioner Rushton commented that the purpose of the recommendation is that there is an existing landscaping recommendation for the campus and in review of the plan, there was an in-depth plan to look at the grounds here and in considering the underlying infrastructure among other things, the Committee proposed closing the campus to any additional placement and to look to the parks for that purpose. Rushton will support closing the campus for any additional plantings going forward. She continued that in the event there is a bush or a tree that dies, she would be willing to opening up the County campus to consider a donation to replace it.

Chairman Bunek understood that the case by case basis was for parks and recreation and that this campus would be closed. This campus would be closed to memorials. Bunek said that it would go to parks and rec first for the case by case review and then it would come to the Board of Commissioners.

Commissioner Wessell stated that he will not support the motion and he does not believe that we want to restrict the access to our grounds and this was a way to celebrate one of the greatest things in our nation. To not want to be a part of this is a mistake and he does not support a general policy that won't allow this going forward.

Commissioner Soutas-Little spoke that it was her understanding that all requests would go to parks and rec including for this campus as well. She continued this was an opportunity to celebrate a very important event in history and to not want to be part of that is a mistake.



February 14, 2020, Special Session:

**Motion by Popa to approve the February 14, 2020, Special Session minutes, as presented. Seconded by Lautner & Wessell.**

Discussion – none.

**Ayes – 8 (Popa, Trevas, Walter, Wessell, Barrons, Christensen, Frerichs, Lautner)**

**No – 0                  Absent – 2 (Noonan, Yeomans)**

**Motion Passes.**

Financial Reports:

Maintenance Worker Scott Bradley reviewed the current status of the park's financial reports. Discussion followed on the fund balance. Popa asked and Lautner confirmed all of the County department's unspent (funds) roll back into the General Fund, unless it is a special fund. She gave the example of the Building Safety Department (which is an Enterprise Fund). Barrons noted he had found out that the Parks Commission does have a Donations line item and has the ability to accept donations, and those funds would carry over.

**Motion by Wessell to approve the Financial Reports, as presented. Seconded by Lautner.**

Discussion – none.

**Ayes – 8 (Wessell, Barrons, Christensen, Frerichs, Lautner, Popa, Trevas, Walter)**

**No – 0                  Absent – 2 (Noonan, Yeomans)**

**Motion Passes.**

DNR Grant Plan Status:

Vice Chairman Barrons said when they obtained the scoring scale and reviewed it with both Gosling Czubak Project Engineer Klaus Heinert and former Networks Northwest employee Patty O'Donnell, who has experience with writing grants, they determined we do not have a chance in obtaining a MNRTF grant. They then shifted gears to a Recreation Passport (RPP) grant. You can make a smaller request, but are more flexible on the grant match option. They reviewed in terms of any success in obtaining a grant. During the Special Parks Session last Friday, we approved a recommendation to the County Board that we be allowed to go from a MNRTF to an RPP grant. Barrons said Heinert is present to give us a layout of a choice of plans and a related match ([https://www.leelanau.cc/downloads/project\\_opinion\\_of\\_probable\\_costs\\_rppg\\_02192020.pdf](https://www.leelanau.cc/downloads/project_opinion_of_probable_costs_rppg_02192020.pdf)). Barrons asked and Christensen responded his feeling was we kept the match about the same, at up to \$95,000.00. The original grant application was going for \$360,000.00, but the RPP is for less funds. The County Board thought the match was "kind of tall" for the proposed RPP grant. Barrons commented we can only go for a smaller request from the State, limited to \$150,000.00, so why shouldn't our match be smaller as well? We may be in a better political position with the County Board by going for a smaller match. Discussion ensued on last night's County Board session. Lautner said we need to go back before Commissioners in March and hold a public (input session). Then the County Board has to approve – they want an exact match, with no "up-tos." She didn't think (a match of) \$95,000.00 was (attainable). Barrons asked does the County Board understand that the first funds spent wouldn't be (needed) until 2021, and the project would be stretched over three years? Lautner responded she thinks it is based on (total) dollars.

Heinert said he had already prepared a \$65,000.00 scenario for the MNRTF application, they just didn't use it. They had heard there were questions on the how the \$10,000.00

“incremental” allocations in the original proposal was done, where is the money coming from for the match, they drafted a scenario of \$65,000.00, which is a 30% match. When you take a match down for a project this small... Vice-Chairman Barrons clarified, the original proposal was for the MNRTF; do you mean the RPP? Heinert affirmed he meant the RPP application. Heinert said he had conferred with Patty O’Donnell and the disability network. The first page (of Scenario B) is us taking the MNRTF grant and all the original numbers – these numbers highlighted went down in value. The maximum amount you can request is \$150,000.00 in an RPP; this works out to a maximum of \$215,000.00, with a County match of \$65,000.00, a 30% match. Barrons questioned the figures listed as \$95,000.00. Heinert replied he had not updated those fields. Heinert stated that up until last year, the RPP grant had a percentage match of 50-50; now it is a minimum 25(%) match. We are able to match 25% of the total project costs. In this case, we are higher than that. The scoring criteria does not necessarily give you credit with a higher match, either. The reason an RPP works better for the County is because in the last round of changes to the criteria in the weighted scale, the DNR changed it enough that your score went down and it did not appear we would be competitive. There was no way to make the Trust Fund grant fit. The RPP is better; it will still be tight. Depending on what comes into the coffers of the RPP this spring, will be based on other entity scores as well.

Heinert said they only found this out mid-January. Vice-Chairman Barrons said through the beginning of our second application last year, we were chasing collaboration. The word collaboration doesn’t even appear in this year’s MNRTF Grant criteria. Heinert said in his experience, they do not change things that much, but they did this year. There was also a lot of push for “urban projects” last year. We were still not able to score any better with those revisions. Heinert passed around a draft score. Lautner remarked you have listed UA and ADA. Is there a difference in the two? Heinert explained both the Universally Accessible and Americans with Disabilities Act requirements. Discussion followed on some of the acronyms used in the documents. Discussion followed on Unmanned Aerial Vehicles. Heinert provided an explanation of the clarity of images. Discussion followed on the scores that obtained funding last year.

Christensen asked is there something we could do with the plan and extra money that would give us more points? Heinert responded the State doesn’t go into specifics. It is a lot more straightforward with an RPP grant. We do have to show a maintenance plan for the Trust Fund and it has to go into the RPP application; it is important to get all of those points in those areas. Vice-Chairman Barrons said one of the categories of points available, is substantiating we are a unique offering, especially for the disabled, in the region. Heinert clarified for large group fishing. Barrons said the paring back and trying to match it within the scoring scale is to focus our application on improving UA access to this nearly-unique regional fishing resource. Heinert said we have been trying to focus on the core area of the park, with the main loops still in play here to provide UA passing for people in wheelchairs. He continued to review some of the revisions to the former MNRTF plan to an RPP plan utilizing a map.

Vice-Chairman Barrons commented on item number 2; the prairie loop. He asked Heinert to show them where it goes. Heinert provided an explanation on the revisions to that loop. Discussion ensued.

Vice-Chairman Barrons said the draft project opinion of costs is still open to changes. Once the application is accepted and we are awarded the grant, there is still the size of the large fishing platform. Heinert stressed there is flexibility. Barrons said the first hurdle is (to gain approval from the) Board of Commissioners; we are pretty clear the best points of availability is to focus on the fishing resources for family and disabled, access, and safety.

Trevas asked Heinert, is this the first year (the RPP grant) has gone up to \$150,000.00? Heinert responded it was that amount last year. Wessell said the most the State will fund is \$150,000.00, and there is absolutely no advantage with the size of the match. Christensen said if one of the things we pare down is in the \$10,000.00 range, he would recommend we take \$10,000.00 from the Parks budget and add to the project. Discussion followed. Vice-Chairman Barrons said we have to spend it in the year we budget it that way. Christensen said we won't spend the \$10,000.00 until the bill comes in; there will be expenditures late 2021 (if we are successful).

Heinert said you have to show by October 2020 where that match will come from. Trevas gave the example of allocation of funds to specific items; just pull out some pieces. He said we have "given back" \$65,000.00 to the County (in unallocated funds.) Heinert said the County has to make a pledge where the match will come from. He thought the \$10,000.00 from the budget was pledged. It means the \$30,000.00 isn't technically available. Funding scenarios were reviewed. Lautner asked Trevas, if we were awarded the grant, should we tackle these? Trevas responded we normally make improvements to the park, Lautner said if we found out in 2021, we were awarded the grant, they wouldn't reimburse us out of our budget. Discussion ensued on the match.

Lautner said our General Fund is already \$30,000.00. We have the \$30,000.00, we are halfway there. Wessell said we didn't hear anything that we would not be successful in (the County Board) recognizing that. Lautner said we "gave them back \$30,000.00". Discussion ensued on the parks budget. Heinert noted if there is any deviation in the grant plan, you need to obtain approval from the state, via a "scope change."

Christensen left the meeting at 3:52 p.m.

Chief Deputy County Clerk Jennifer Zywicki was present. Vice-Chairman Barrons said if we budget for 2021 with \$45,000.00 in capital improvements, and later in the year we get awarded the grant, and could begin the project, as the bills come in for that, can we use the capital improvements to the budget? Zywicki asked and the Commission responded they need a minimum of a 25% match, although they are planning to request a 30% match. Zywicki asked and the Commission responded (they are proposing applying for) a State grant. Zywicki responded you have your grant application process; if awarded the grant, the County Board

needs to match that which is then budgeted. In a grant situation, there is no carryover or use from one line item to another. The grant gets its own expense line item. So if you choose to come before the Board and propose to eliminate this line item, so that you have a match in this group, it is one expense item that this grant gets, as it will have a corresponding revenue. When you look to do these enhancements, it is one expense line item from your full amount budget. Heinert asked and Zywicki explained there isn't two sets of money; (Parks & Recreation) is a General Fund department, which is allocated by the County Board during its budgeting process. If the grant is awarded, it is up to the County Board to dictate how much money of the Parks budget the Parks Commission gains or loses. Popa commented on the Leland Dam Fund, with Zywicki explaining the differences between how Parks and Recreation and the Dam Authority are funded. Zywicki said currently, the Parks Commission is using General Fund tax dollars to fund the Commission. She gave the example of if the grant is awarded, the first year we give you \$215,000.00 and let's say you spend \$75,000.00. The following year you will have a budget of (\$140,000.00). Whatever your year-end balance is becomes the new balance for the following year.

Wessell asked Zywicki if there is any way this Commission can reduce its budget by "x" amount and (carryover) to the next year. Zywicki responded no, you wouldn't "save" money, you are underspending. Vice-Chairman Barrons remarked we could say for 2021, we want to commit from our regular allocation towards the grant. Zywicki affirmed – once the County Board approves your 2021 budget, that is your "golden ticket" number to carry you for that number of years. The County Board already decided, when they gave you permission to apply for the grant, they have sealed the deal that your money is there. They might ask you what you plan to do; however, you don't have to underspend anything. The grant carries over, if approved. Lautner said if we come to the Board in March, do we have to have money up front? Zywicki said if this is a \$215,000.00 total project, \$150,000.00 comes in as revenue. You are asking for \$65,000.00 from your budget. Lautner remarked the Parks Commission has "unspent" \$10,000.00 per year. Could they come to the County Board and say if you will donate to us, will you give us \$22,000.00 a year for three years? Then we wouldn't have to worry about the budget. Zywicki commented you have to spend to get. Heinert remarked if you spent money from the next round of your budget, it goes into that line item coupled to the fund. Zywicki asked and Heinert responded the County funds the whole \$215,000.00 and the State will approve the bills and send the money. There is a minimum of four reimbursement requests.

Trevas asked Heinert, will the State frontload or backload the \$50,000.00? When they cut us the first check, how much does the State pay us? Heinert responded 90% of the reimbursement request, based on the match. Discussion ensued on the repayment process. Heinert clarified you have to spend roughly a quarter of the project cost prior to getting the first reimbursement. So theoretically, we could ask the County Board to "shrink" the Parks budget for two years. Vice-Chairman Barrons said we might be getting a little ahead of ourselves, because we need to approve the scale of the revised proposed plan. We need the County Board to back \$65,000.00 as a match. Lautner said this Commission might want to ask Accounting if we can set aside \$10,000.00 for three years. Can we find out how much we intended to set aside in the past three years? Zywicki affirmed. Barrons asked do we need to know some of that

detail now? We need to vote we approve and recommend this plan. Lautner told Barrons he needs to sell it, as long as we understand now, we are good. Discussion followed.

Trevas remarked he has been on the Commission for six years – every year we give money back. We get “small-balled” on not improving our parks. We always have “just a little money” and not enough money to actually complete any real projects; this has been going on for about a decade, and we need to move forward. Lautner commented on the flip side, in the past, towards the end of the year, we have looked at what do we need? If we needed a picnic table (for example), we would decide to purchase a picnic table. The next year, we needed this or that. The fact is, we have been setting aside for capital improvement projects and we should have been improving our parks each year. We are coasting on chances of obtaining the grant. Discussion followed.

Zywicki said the Commission has two choices; one, you can tell Commissioners that in the past three years there has been an amount of money “underspent” in hopes we would have a grant allocation come across, that we feel is necessary for this Board to allocate funds to. The other option, is that over the next two years we take \$35,000.00 from the annual allocation to Parks, which is something less that we would enhance other parks with or make other large capital improvements to. It is your choice to invest in this one now or over two years, and utilizing the budgets you allow us at budget time.

Trevas commented we do have a capital improvement budget; however, a lot of times we end up with a capital improvement budget that we cannot do anything with, as it is underfunded so we do not spend it. He gave an example of the grub shack remodel; more comments followed. Popa asked how would we present this to the Board next month. Lautner said to whoever presents this to the County Board, it should be done in no less than two motions; one motion, exactly what Zywicki has stated. The second motion would be to take it out in two years, recognizing we will lower our capital improvement budget down by \$20,000.00 for three years, but still have \$25,000.00 in our capital outlay to continue to do projects with. Zywicki said you will have to tell the County Board that this is not an allocation, but is a reimbursed grant.

Discussion followed on the type of grant used to purchase the property for Veronica Valley Park. Zywicki remarked County Board members from the time that (Veronica Valley) Park was established, will tell you this park wasn’t supposed to cost the County any money. Popa asked can we make a motion to recommend that if the grant is approved in December, this Board will commit \$65,000.00? Zywicki asked Commission members aren’t you just asking permission to apply? Discussion ensued. Zywicki clarified the Parks Commission only received approval to hold a (public input session); you will be on the March County Board agenda to ask permission to apply for the grant.

Popa asked and Zywicki responded that after the input session, you will be on the March Executive Board agenda to request permission to apply for the grant, with the maximum exposure to the County if approved is \$65,000.00, and the County fronts money to be reimbursed. Discussion followed.

Trevas asked Heinert for clarification on the draft scenario. Discussion followed on the scenario, with the figures reviewed by Heinert, who will forward a revised “project opinion of probable costs, scenario B.” Wessell said some of these things (listed) could be done the following year; there might be some advantage of saying let’s make it a \$200,000.00 project, and all we want from the County Board is \$50,000.00. The following year, we will put the roof on the outhouse. His read on last night’s (Board of Commissioner Regular Session) is that it will be a “tough, tough sell,” so if we ask for \$50,000.00 rather than \$68,000.00, and we’ve got \$40,000.00, we are really only asking for \$10,000.00, which is the amount we said we “gave back” last year. Lautner concurred, we need to sell this. Heinert said he will draft the information. Lautner said Trevas is right; we can do the Porta-potties on our own. We can easily pick away at these. However, the accessibility and safety of the ponds is key. Discussion followed on the items listed on the project scope. Trevas said items with project costs of from \$10,000.00 to \$15,000.00, these are all small things. Discussion followed on prioritizing the items, potential scoring points, and projected costs.

Vice-Chairman Barrons commented should we select a Special Session date to review this again; then this will be done. We appear to have come to a consensus to get the match down to \$50,000.00. Heinert said he will review and send a few updated scenarios this week. Barrons asked Trevas if he could attend the County Board’s Executive Board session on March 10. Barrons noted he cannot; however, Christensen has said he can attend. Do we want to finalize discussion with a Special Parks Session next week? Wessell asked Heinert when can he have the revised scenarios finished. Heinert responded hopefully yet this week. Discussion continued on special session dates – Evans will follow up by sending out a quorum request for a potential Special Parks Session on Tuesday, February 25, 2020, at 3:30 p.m. Wessell said he will be gone except for Monday.

#### Committee Reports and Recommendations –

##### Myles Kimmerly Park Committee:

None.

##### Old Settlers Park Committee:

Deferred until March.

##### Veronica Valley Park Committee:

Vice-Chairman Barrons recapped a recently held committee meeting, where they had voted to recommend to this group to engage the services of Northern Michigan Aquatics for weed management. He had forgotten that during the Regular Session this Commission had voted to recommend Savin Aquatic Services. Since we have in our minutes that this body in January voted to go with Savin that we stick with them. This will need to be forwarded to the March Board of Commissioners meetings. Discussion followed.

##### Recreation Plan Review:

To be deferred until next month.

Public Comment:

None.

Commissioner Comment:

Walter noted he cannot attend the March meeting.

Chairperson Comment:

None.

Adjournment:

**Motion by Barrons to adjourn.**

Meeting adjourned to the call of the Chairman at 4:44 p.m.

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Laurel S. Evans, Secretary Pro Tem

**Leelanau County Parks and Recreation Commission**  
Special Session – Thursday, February 27, 2020, 3:30 p.m.  
Leelanau County Government Center, Suttons Bay, Michigan

*Tentative Minutes – meeting recorded*

The meeting was called to order by Chairman Casey Noonan at 3:30 p.m.

The Pledge of Allegiance was led by Chairman Noonan.

Roll Call:

|   |
|---|
| Dave Barrons                            |
| Steve Christensen                       |
| Don Frerichs – <i>absent/excused</i>    |
| Melinda Lautner – <i>absent/excused</i> |
| Casey Noonan                            |
| John Popa                               |
| Kyle Trevas – <i>absent/excused</i>     |
| Jon Walter                              |
| Ty Wessell – <i>absent/excused</i>      |
| Todd Yeomans                            |

Public Comment:  
None.

Discussion/Potential Action –

Review of Recommendations for DNR Recreation Passport Grant:

Barrons presented the updated project opinion of probable costs ([https://www.leelanau.cc/downloads/2020\\_grant\\_options\\_rp\\_022120\\_draft\\_25\\_match\\_v2.pdf](https://www.leelanau.cc/downloads/2020_grant_options_rp_022120_draft_25_match_v2.pdf)), along with a draft proposed executive document summary ([https://www.leelanau.cc/downloads/eds\\_parksandrec\\_rpp\\_grant\\_draft\\_03102020.pdf](https://www.leelanau.cc/downloads/eds_parksandrec_rpp_grant_draft_03102020.pdf)). The three suggested match options were reviewed and discussed.

Popa indicated he preferred Option A; more comments followed on the other two options. He said they could tell the County Board, ‘Commissioners, you (have) three parks here; either get rid of the parks and sell them, or fund them properly.’ We are applying for (a grant) and asking for another \$50,000.00, and you will get four times your money back. Otherwise, take it out of your present budget, but you have to fund these parks. Discussion followed on the amount returned last year from the Parks budget to the General Fund.

Christensen said he, too, concurs with Popa and believes the Parks recommendation should be Option A; Option B should list a \$10,000.00 reduction. We have “already given them \$10,000.00”, which would leave \$30,000.00 to equal the full \$50,000.00 match. He thinks they should eliminate Option C. If they want to march past \$10,000.00 and ding us for some more, let them do it. Our budget doesn’t nick them badly at all; Option A makes sense. The County budget is “chubbier” (because of what we returned last year). Take that money and do this.

Chairman Noonan also concurred with Popa, remarking the return on the money is fantastic; if they do not want to fund the parks, get rid of them. Discussion ensued on constructive messages.

Chairman Noonan suggested for Option B, add \$10,000.00 to the first line and \$30,000.00 to the second line and eliminate Option C altogether.

Discussion followed on the draft recommended motion language. Christensen stressed the Parks Commission should only recommend Option A.

Draft recommendation read by Clerk:

**Motion by Christensen that the Parks and Recreation Commission recommends to the County Board of Commissioners to approve the Parks Commission to pursue a 2020 Recreation Passport Grant (RPP), in the amount of \$150,000.00, with match funds as follows – that the County Board approve a \$50,000.00 local match entirely from the General Fund Fund Balance from prior year 2019, equal to the Parks budget not spent (this amounted to \$51,846.00). Seconded by Barrons.**

Discussion – Popa asked for and received clarification on the motion language from Evans. Christensen clarified further that the Board will see Option B, realizing the Parks Commission is recommending Option A. Discussion ensued on the two options. Popa questioned the motion language. Barrons reviewed the draft motion.

Christensen questioned the item listed in red on Scenario F, Site UAV Topographic Survey. Barrons noted that item cannot be part of the match; the grant will not pay for it. He believes it is a timing issue. Christensen asked why is it even there? We will pay for it out of our budget. If he was a County Commissioner getting this in the packet, with (a \$3,000.00 discrepancy in project cost numbers), how can we clarify it to County Commissioners? Barrons said we will have to ask Gosling Czubak Project Manager Klaus Heinert. Yeomans asked is the proposed work a survey that Gosling Czubak would do? Barrons affirmed. Discussion followed. Evans suggested approving the scenario without the addition of the site UAV topographic survey listed in red.

***Motion amended by Christensen that the Parks and Recreation Commission recommends to the County Board of Commissioners to approve the Parks Commission to pursue a 2020 Recreation Passport Grant (RPP) with the Project Opinion of Probable Costs, Scenario F, in the amount of \$150,000.00, with match funds as follows – that the County Board approve a \$50,000.00 local match entirely from the General Fund Fund Balance from prior year 2019, equal to the Parks budget not spent (this amounted to \$51,846.00). Second amended by Barrons.***

Discussion – Popa noted the need to modify the term three to two on the second line with the summary.

**Ayes – 6 (Christensen, Noonan, Popa, Walter, Yeomans, Barrons)**

**No – 0 Absent – 4 (Frerichs, Lautner, Trevas, Wessell)**

**Recommendation Carried.**

Public Comment:

None.

Commissioner Comments:

Popa commented on an incident where he witnessed someone dropping off trash at a park; he has a license number. Popa will follow up with the Prosecuting Attorney's Office and potentially get some public service out of the individual.

Adjournment:

**Motion by Christensen to adjourn. Seconded by Barrons.**

Meeting adjourned to the call of the Chairman at 3:51 p.m.

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Laurel S. Evans, Secretary Pro Tem

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: March 31, 2020

| Account Number                                    | Month-to-date<br>Actual | Current<br>Year-to-date<br>Actual | Current Year<br>Total Amended<br>Budget | Percentage<br>Spent/Received |
|---|-------------------------|-----------------------------------|---|------------------------------|
| Account Name                                      |                         |                                   |   |                              |
| <b>Fund 101 General Fund</b>                      |                         |                                   |   |                              |
| <b>Fiscal Year 2020</b>                           |                         |                                   |   |                              |
| <b>Expenses</b>                                   |                         |                                   |   |                              |
| 850756-702.000<br>Overtime                        | 0.00                    | 0.00                              | 1,500.00                                | 0.00%                        |
| 850756-703.000<br>Salaries                        | 40.00                   | 40.00                             | 31,477.00                               | 0.13%                        |
| 850756-703.006<br>Salaries -non-work holiday      | 0.00                    | 0.00                              | 979.00                                  | 0.00%                        |
| 850756-704.000<br>Per Diem                        | 0.00                    | 0.00                              | 2,800.00                                | 0.00%                        |
| 850756-717.000<br>Social Security                 | 4.82                    | 4.82                              | 2,928.00                                | 0.16%                        |
| 850756-718.000<br>Hospitalization                 | 0.00                    | 1,414.25                          | 5,657.00                                | 25.00%                       |
| 850756-719.000<br>Retirement                      | 5.72                    | 15.07                             | 2,645.00                                | 0.57%                        |
| 850756-720.000<br>Life Insurance/Disability       | 0.00                    | 0.00                              | 579.00                                  | 0.00%                        |
| 850756-727.000<br>Office/Operating Supplies       | 2.69                    | 2.69                              | 9,500.00                                | 0.03%                        |
| 850756-742.000<br>Uniforms                        | 0.00                    | 266.72                            | 400.00                                  | 66.68%                       |
| 850756-743.000<br>Gas/Oil                         | 0.00                    | 0.00                              | 2,500.00                                | 0.00%                        |
| 850756-775.000<br>Repair and Maintenance          | 0.00                    | 1.30                              | 30,000.00                               | 0.00%                        |
| 850756-801.000<br>Contractual Services            | 35.86                   | 2,622.39                          | 18,000.00                               | 14.57%                       |
| 850756-807.000<br>Membership Dues and Fees        | 0.00                    | 569.20                            | 100.00                                  | 569.20%                      |
| 850756-850.000<br>Telephone                       | 58.65                   | 175.95                            | 400.00                                  | 43.99%                       |
| 850756-850.001<br>Telephone - Cell phone          | 0.00                    | 0.00                              | 294.00                                  | 0.00%                        |
| 850756-860.000<br>Travel                          | 0.00                    | 0.00                              | 70.00                                   | 0.00%                        |
| 850756-860.001<br>Travel - Taxable                | 23.00                   | 23.00                             | 1,500.00                                | 1.53%                        |
| 850756-900.000<br>Printing and Publishing         | 136.38                  | 217.18                            | 1,200.00                                | 18.10%                       |
| 850756-920.000<br>Utilities (Light-Oil)           | 724.09                  | 1,447.68                          | 4,000.00                                | 36.19%                       |
| 850756-940.000<br>Rental                          | 0.00                    | 0.00                              | 1,500.00                                | 0.00%                        |
| 850756-942.000<br>Copy Machine Charges (Rental)   | 0.00                    | 1.96                              | 30.00                                   | 6.53%                        |
| 850756-970.000<br>Capital Outlay                  | 0.00                    | 0.00                              | 45,000.00                               | 0.00%                        |
| 850756-970.010<br>Capital Outlay under \$5,000.00 | 0.00                    | 0.00                              | 4,000.00                                | 0.00%                        |
| <b>Expenses Total</b>                             | <b>1,031.21</b>         | <b>6,802.21</b>                   | <b>167,059.00</b>                       | <b>4.07%</b>                 |
|   | <b>1,031.21</b>         | <b>6,802.21</b>                   | <b>167,059.00</b>                       | <b>4.07%</b>                 |
| <b>Expenses Fund Total</b>                        | <b>1,031.21</b>         | <b>6,802.21</b>                   | <b>167,059.00</b>                       | <b>4.07%</b>                 |
| <b>Net (Rev/Exp)</b>                              | <b>1,031.21</b>         | <b>6,802.21</b>                   | <b>167,059.00</b>                       |                              |

|                                   |   |                     |   |                     |   |                             |
|-----------------------------------|---|---------------------|---|---------------------|---|-----------------------------|
| <b>Beginning/Adjusted Balance</b> |   | <b>YTD Revenues</b> |   | <b>YTD Expenses</b> |   | <b>Current Fund Balance</b> |
| 6,993,169.13                      | + | 1,242,248.23        | - | 2,991,903.49        | = | 5,243,513.87                |

May 19, 2020

4:31 PM

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: March 31, 2020

| Account Number<br>Account Name | Month-to-date<br>Actual | Current<br>Year-to-date<br>Actual | Current Year<br>Total Amended<br>Budget | Percentage<br>Spent/Received |
|--------------------------------|-------------------------|-----------------------------------|---|------------------------------|
| Grand Total for Expenses       | 1,031.21                | 6,802.21                          | 167,059.00                              | 4.07%                        |
| Grand Total Net Rev/Exp        | 1,031.21                | 6,802.21                          | 167,059.00                              |                              |

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: April 30, 2020

| Account Number<br>Account Name                    | Month-to-date<br>Actual | Current<br>Year-to-date<br>Actual | Current Year<br>Total Amended<br>Budget | Percentage<br>Spent/Received |
|---|-------------------------|-----------------------------------|---|------------------------------|
| <b>Fund 101 General Fund</b>                      |                         |                                   |   |                              |
| <b>Fiscal Year 2020</b>                           |                         |                                   |   |                              |
| <b>Expenses</b>                                   |                         |                                   |   |                              |
| 850756-702.000<br>Overtime                        | 0.00                    | 0.00                              | 1,500.00                                | 0.00%                        |
| 850756-703.000<br>Salaries                        | 0.00                    | 40.00                             | 31,477.00                               | 0.13%                        |
| 850756-703.006<br>Salaries -non-work holiday      | 0.00                    | 0.00                              | 979.00                                  | 0.00%                        |
| 850756-704.000<br>Per Diem                        | 480.00                  | 480.00                            | 2,800.00                                | 17.14%                       |
| 850756-717.000<br>Social Security                 | 49.39                   | 54.21                             | 2,928.00                                | 1.85%                        |
| 850756-718.000<br>Hospitalization                 | 1,414.25                | 2,828.50                          | 5,657.00                                | 50.00%                       |
| 850756-719.000<br>Retirement                      | 0.00                    | 15.07                             | 2,645.00                                | 0.57%                        |
| 850756-720.000<br>Life Insurance/Disability       | 0.00                    | 0.00                              | 579.00                                  | 0.00%                        |
| 850756-727.000<br>Office/Operating Supplies       | 0.00                    | 2.69                              | 9,500.00                                | 0.03%                        |
| 850756-742.000<br>Uniforms                        | 0.00                    | 266.72                            | 400.00                                  | 66.68%                       |
| 850756-743.000<br>Gas/Oil                         | 0.00                    | 0.00                              | 2,500.00                                | 0.00%                        |
| 850756-775.000<br>Repair and Maintenance          | 1,479.99                | 1,481.29                          | 30,000.00                               | 4.94%                        |
| 850756-801.000<br>Contractual Services            | 2,678.00                | 5,300.39                          | 18,000.00                               | 29.45%                       |
| 850756-807.000<br>Membership Dues and Fees        | 0.00                    | 569.20                            | 100.00                                  | 569.20%                      |
| 850756-850.000<br>Telephone                       | 58.35                   | 234.30                            | 400.00                                  | 58.58%                       |
| 850756-850.001<br>Telephone - Cell phone          | 0.00                    | 0.00                              | 294.00                                  | 0.00%                        |
| 850756-860.000<br>Travel                          | 0.00                    | 0.00                              | 70.00                                   | 0.00%                        |
| 850756-860.001<br>Travel - Taxable                | 165.60                  | 188.60                            | 1,500.00                                | 12.57%                       |
| 850756-900.000<br>Printing and Publishing         | 0.00                    | 217.18                            | 1,200.00                                | 18.10%                       |
| 850756-920.000<br>Utilities (Light-Oil)           | 82.58                   | 1,530.26                          | 4,000.00                                | 38.26%                       |
| 850756-940.000<br>Rental                          | 0.00                    | 0.00                              | 1,500.00                                | 0.00%                        |
| 850756-942.000<br>Copy Machine Charges (Rental)   | 0.00                    | 1.96                              | 30.00                                   | 6.53%                        |
| 850756-970.000<br>Capital Outlay                  | 0.00                    | 0.00                              | 45,000.00                               | 0.00%                        |
| 850756-970.010<br>Capital Outlay under \$5,000.00 | 0.00                    | 0.00                              | 4,000.00                                | 0.00%                        |
| <b>Expenses Total</b>                             | <b>6,408.16</b>         | <b>13,210.37</b>                  | <b>167,059.00</b>                       | <b>7.91%</b>                 |
|   | 6,408.16                | 13,210.37                         | 167,059.00                              | 7.91%                        |
| <b>Expenses Fund Total</b>                        | <b>6,408.16</b>         | <b>13,210.37</b>                  | <b>167,059.00</b>                       | <b>7.91%</b>                 |
| <b>Net (Rev/Exp)</b>                              | <b>6,408.16</b>         | <b>13,210.37</b>                  | <b>167,059.00</b>                       |                              |

NOT FINAL

|                            |   |              |              |                      |
|----------------------------|---|--------------|--------------|----------------------|
| Beginning/Adjusted Balance |   | YTD Revenues | YTD Expenses | Current Fund Balance |
| 6,993,169.13               | + | 1,406,592.67 | -            | 4,927,731.16         |
|                            |   |              | =            | 3,472,030.64         |

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: April 30, 2020

| Account Number<br>Account Name | Month-to-date<br>Actual | Current<br>Year-to-date<br>Actual | Current Year<br>Total Amended<br>Budget | Percentage<br>Spent/Received |
|--------------------------------|-------------------------|-----------------------------------|---|------------------------------|
| Grand Total for Expenses       | 6,408.16                | 13,210.37                         | 167,059.00                              | 7.91%                        |
| Grand Total Net Rev/Exp        | 6,408.16                | 13,210.37                         | 167,059.00                              |                              |

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: May 31, 2020

| Account Number<br>Account Name                    | Month-to-date<br>Actual | Current<br>Year-to-date<br>Actual | Current Year<br>Total Amended<br>Budget | Percentage<br>Spent/Received |
|---|-------------------------|-----------------------------------|---|------------------------------|
| <b>Fund 101 General Fund</b>                      |                         |                                   |   |                              |
| <b>Fiscal Year 2020</b>                           |                         |                                   |   |                              |
| <b>Expenses</b>                                   |                         |                                   |   |                              |
| 850756-702.000<br>Overtime                        | 0.00                    | 0.00                              | 1,500.00                                | 0.00%                        |
| 850756-703.000<br>Salaries                        | 1,040.16                | 1,080.16                          | 31,477.00                               | 3.43%                        |
| 850756-703.006<br>Salaries -non-work holiday      | 0.00                    | 0.00                              | 979.00                                  | 0.00%                        |
| 850756-704.000<br>Per Diem                        | 80.00                   | 560.00                            | 2,800.00                                | 20.00%                       |
| 850756-717.000<br>Social Security                 | 84.88                   | 139.09                            | 2,928.00                                | 4.75%                        |
| 850756-718.000<br>Hospitalization                 | 0.00                    | 2,828.50                          | 5,657.00                                | 50.00%                       |
| 850756-719.000<br>Retirement                      | 0.00                    | 15.07                             | 2,645.00                                | 0.57%                        |
| 850756-720.000<br>Life Insurance/Disability       | 0.00                    | 0.00                              | 579.00                                  | 0.00%                        |
| 850756-727.000<br>Office/Operating Supplies       | 162.86                  | 165.55                            | 9,500.00                                | 1.74%                        |
| 850756-742.000<br>Uniforms                        | 0.00                    | 266.72                            | 400.00                                  | 66.68%                       |
| 850756-743.000<br>Gas/Oil                         | 0.00                    | 0.00                              | 2,500.00                                | 0.00%                        |
| 850756-775.000<br>Repair and Maintenance          | 2,002.58                | 3,483.87                          | 30,000.00                               | 11.61%                       |
| 850756-801.000<br>Contractual Services            | 79.25                   | 5,379.64                          | 18,000.00                               | 29.89%                       |
| 850756-807.000<br>Membership Dues and Fees        | 0.00                    | 569.20                            | 100.00                                  | 569.20%                      |
| 850756-850.000<br>Telephone                       | 0.00                    | 234.30                            | 400.00                                  | 58.58%                       |
| 850756-850.001<br>Telephone - Cell phone          | 0.00                    | 0.00                              | 294.00                                  | 0.00%                        |
| 850756-860.000<br>Travel                          | 0.00                    | 0.00                              | 70.00                                   | 0.00%                        |
| 850756-860.001<br>Travel - Taxable                | 0.00                    | 188.60                            | 1,500.00                                | 12.57%                       |
| 850756-900.000<br>Printing and Publishing         | 0.00                    | 217.18                            | 1,200.00                                | 18.10%                       |
| 850756-920.000<br>Utilities (Light-Oil)           | 271.71                  | 1,801.97                          | 4,000.00                                | 45.05%                       |
| 850756-940.000<br>Rental                          | 0.00                    | 0.00                              | 1,500.00                                | 0.00%                        |
| 850756-942.000<br>Copy Machine Charges (Rental)   | 0.00                    | 1.96                              | 30.00                                   | 6.53%                        |
| 850756-970.000<br>Capital Outlay                  | 0.00                    | 0.00                              | 45,000.00                               | 0.00%                        |
| 850756-970.010<br>Capital Outlay under \$5,000.00 | 0.00                    | 0.00                              | 4,000.00                                | 0.00%                        |
| <b>Expenses Total</b>                             | <b>3,721.44</b>         | <b>16,931.81</b>                  | <b>167,059.00</b>                       | <b>10.14%</b>                |
| <b>Expenses Fund Total</b>                        | <b>3,721.44</b>         | <b>16,931.81</b>                  | <b>167,059.00</b>                       | <b>10.14%</b>                |
| <b>Net (Rev/Exp)</b>                              | <b>3,721.44</b>         | <b>16,931.81</b>                  | <b>167,059.00</b>                       |                              |

NOT FINAL

|                            |   |              |   |              |   |                      |
|----------------------------|---|--------------|---|--------------|---|----------------------|
| Beginning/Adjusted Balance |   | YTD Revenues |   | YTD Expenses |   | Current Fund Balance |
| 6,993,169.13               | + | 1,448,646.60 | - | 5,086,097.28 | = | 3,355,718.45         |

# REVENUE & EXPENSE REPORT - CURRENT

Fund 101 General Fund

County of Leelanau

Department 850756 Parks & Recreation

Period Ending Date: May 31, 2020

| Account Number<br>Account Name | Month-to-date<br>Actual | Current<br>Year-to-date<br>Actual | Current Year<br>Total Amended<br>Budget | Percentage<br>Spent/Received |
|--------------------------------|-------------------------|-----------------------------------|---|------------------------------|
| Grand Total for Expenses       | 3,721.44                | 16,931.81                         | 167,059.00                              | 10.14%                       |
| Grand Total Net Rev/Exp        | 3,721.44                | 16,931.81                         | 167,059.00                              |                              |

# Transaction History Listing Report

4:34 PM

County of Leelanau

Account Balance Transactions  
Date Range: March 1, 2020 Thru May 31, 2020

Fund: 101 General Fund  
Department: 85075(Parks & Recreation)

| Date                                   | SRC | Batch            | Operator | Ref #                  | Description              | Debits               | Credits |                       |  |                      |  |
|--|-----|------------------|----------|------------------------|--------------------------|----------------------|---------|-----------------------|--|----------------------|--|
| Account: 850756-703.000                |     |                  | Salaries |                        | Dept: Parks & Recreation |                      |         |                       |  |                      |  |
| Beginning Balance :                    |     |                  |          |                        |                          |                      |         |                       |  |                      |  |
| 3/5/2020                               | PR  | 21389            | CLH      | 02/28/20               | PER DIEM                 | 40.00                |         |                       |  |                      |  |
| Total Salaries Transactions for March: |     |                  |          |                        |                          | 40.00                | 0.00    |                       |  |                      |  |
| 5/14/2020                              | PR  | 21550            | CLH      | 05/08/20               | REGULAR WAGES            | 996.82               |         |                       |  |                      |  |
| 5/14/2020                              | PR  | 21550            | CLH      | 05/08/20               | VACATION                 | 43.34                |         |                       |  |                      |  |
| Total Salaries Transactions for May:   |     |                  |          |                        |                          | 1,040.16             | 0.00    |                       |  |                      |  |
| Period Salaries Totals                 |     |                  |          |                        |                          | 1,080.16             | 0.00    |                       |  |                      |  |
| Year-To-Date Salaries Totals           |     |                  |          |                        |                          | 1,080.16             | 0.00    |                       |  |                      |  |
|  |     | Appropriations - |          | Current Expenditures = |                          | Unexpended Balance - |         | Current Encumbrance = |  | Unencumbered Balance |  |
|  |     | 31,477.00        |          | 1,080.16               |                          | 30,396.84            |         | 0.00                  |  | 30,396.84            |  |

| Date                                   | SRC | Batch            | Operator | Ref #                  | Description              | Debits               | Credits |                       |  |                      |  |
|--|-----|------------------|----------|------------------------|--------------------------|----------------------|---------|-----------------------|--|----------------------|--|
| Account: 850756-704.000                |     |                  | Per Diem |                        | Dept: Parks & Recreation |                      |         |                       |  |                      |  |
| Beginning Balance :                    |     |                  |          |                        |                          |                      |         |                       |  |                      |  |
| 4/2/2020                               | PR  | 21466            | CLH      | 03/27/20               | PER DIEM                 | 440.00               |         |                       |  |                      |  |
| 4/30/2020                              | PR  | 21525            | CLH      | 04/24/20               | PER DIEM                 | 40.00                |         |                       |  |                      |  |
| Total Per Diem Transactions for April: |     |                  |          |                        |                          | 480.00               | 0.00    |                       |  |                      |  |
| 5/14/2020                              | PR  | 21550            | CLH      | 05/08/20               | PER DIEM                 | 80.00                |         |                       |  |                      |  |
| Total Per Diem Transactions for May:   |     |                  |          |                        |                          | 80.00                | 0.00    |                       |  |                      |  |
| Period Per Diem Totals                 |     |                  |          |                        |                          | 560.00               | 0.00    |                       |  |                      |  |
| Year-To-Date Per Diem Totals           |     |                  |          |                        |                          | 560.00               | 0.00    |                       |  |                      |  |
|  |     | Appropriations - |          | Current Expenditures = |                          | Unexpended Balance - |         | Current Encumbrance = |  | Unencumbered Balance |  |
|  |     | 2,800.00         |          | 560.00                 |                          | 2,240.00             |         | 0.00                  |  | 2,240.00             |  |

| Date                    | SRC | Batch | Operator        | Ref # | Description              | Debits | Credits |
|-------------------------|-----|-------|-----------------|-------|--------------------------|--------|---------|
| Account: 850756-717.000 |     |       | Social Security |       | Dept: Parks & Recreation |        |         |

\* Indicates Prior Year Transactions

# Transaction History Listing Report

4:34 PM

County of Leelanau

Account Balance Transactions  
Date Range: March 1, 2020 Thru May 31, 2020

Fund: 101 General Fund  
Department: 85075 Parks & Recreation

| Date  | SRC | Batch                  | Operator | Ref #                | Description | Debits                | Credits |                      |  |
|---|-----|------------------------|----------|----------------------|-------------|-----------------------|---------|----------------------|--|
| Beginning Balance :                           |     |                        |          |                      |             |                       |         |                      |  |
| 3/5/2020                                      | PR  | 21389                  | CLH      | 02/28/20             | FICA        | 3.91                  |         |                      |  |
| 3/5/2020                                      | PR  | 21389                  | CLH      | 02/28/20             | MEDICARE    | .91                   |         |                      |  |
| Total Social Security Transactions for March: |     |                        |          |                      |             | 4.82                  | 0.00    |                      |  |
| 4/2/2020                                      | PR  | 21466                  | CLH      | 03/27/20             | FICA        | 36.12                 |         |                      |  |
| 4/2/2020                                      | PR  | 21466                  | CLH      | 03/27/20             | MEDICARE    | 8.45                  |         |                      |  |
| 4/30/2020                                     | PR  | 21525                  | CLH      | 04/24/20             | FICA        | 3.91                  |         |                      |  |
| 4/30/2020                                     | PR  | 21525                  | CLH      | 04/24/20             | MEDICARE    | .91                   |         |                      |  |
| Total Social Security Transactions for April: |     |                        |          |                      |             | 49.39                 | 0.00    |                      |  |
| 5/14/2020                                     | PR  | 21550                  | CLH      | 05/08/20             | FICA        | 68.79                 |         |                      |  |
| 5/14/2020                                     | PR  | 21550                  | CLH      | 05/08/20             | MEDICARE    | 16.09                 |         |                      |  |
| Total Social Security Transactions for May:   |     |                        |          |                      |             | 84.88                 | 0.00    |                      |  |
| Period Social Security Totals                 |     |                        |          |                      |             | 139.09                | 0.00    |                      |  |
| Year-To-Date Social Security Totals           |     |                        |          |                      |             | 139.09                | 0.00    |                      |  |
| Appropriations -                              |     | Current Expenditures = |          | Unexpended Balance - |             | Current Encumbrance = |         | Unencumbered Balance |  |
| 2,928.00                                      |     | 139.09                 |          | 2,788.91             |             | 0.00                  |         | 2,788.91             |  |

| Date  | SRC | Batch                  | Operator | Ref #                | Description       | Debits                | Credits |                      |  |
|---|-----|------------------------|----------|----------------------|-------------------|-----------------------|---------|----------------------|--|
| Beginning Balance :                           |     |                        |          |                      |                   | 1,414.25              |         |                      |  |
| 4/1/2020                                      | JE  | 21499                  | JLN      | JE #8557             | Insurance Charges | 1,414.25              |         |                      |  |
| Total Hospitalization Transactions for April: |     |                        |          |                      |                   | 1,414.25              | 0.00    |                      |  |
| Period Hospitalization Totals                 |     |                        |          |                      |                   | 1,414.25              | 0.00    |                      |  |
| Year-To-Date Hospitalization Totals           |     |                        |          |                      |                   | 2,828.50              | 0.00    |                      |  |
| Appropriations -                              |     | Current Expenditures = |          | Unexpended Balance - |                   | Current Encumbrance = |         | Unencumbered Balance |  |
| 5,657.00                                      |     | 2,828.50               |          | 2,828.50             |                   | 0.00                  |         | 2,828.50             |  |

Account: 850756-719.000 Retirement Dept: Parks & Recreation

\* Indicates Prior Year Transactions

# Transaction History Listing Report

4:34 PM

County of Leelanau

Account Balance Transactions  
Date Range: March 1, 2020 Thru May 31, 2020

Fund: 101 General Fund  
Department: 85075 Parks & Recreation

| Date                                     | SRC | Batch | Operator | Ref #    | Description | Debits   | Credits  |
|--|-----|-------|----------|----------|-------------|----------|----------|
| Beginning Balance :                      |     |       |          |          |             | 9.35     |          |
| 3/24/2020                                | AP  | 21460 | JLN      | 20200324 | MERS        | 5.72     |          |
| Total Retirement Transactions for March: |     |       |          |          |             | 5.72     | 0.00     |
| Period Retirement Totals                 |     |       |          |          |             | 5.72     | 0.00     |
| Year-To-Date Retirement Totals           |     |       |          |          |             | 15.07    | 0.00     |
| Appropriations -                         |     |       |          |          |             |          |          |
| Current Expenditures =                   |     |       |          |          |             | 2,645.00 |          |
| Unexpended Balance -                     |     |       |          |          |             | 15.07    |          |
| Current Encumbrance =                    |     |       |          |          |             | 2,629.93 |          |
| Unencumbered Balance                     |     |       |          |          |             | 0.00     | 2,629.93 |

| Date  | SRC | Batch | Operator | Ref #    | Description            | Debits   | Credits  |
|---|-----|-------|----------|----------|------------------------|----------|----------|
| Beginning Balance :                                     |     |       |          |          |                        |          |          |
| 3/16/2020   | AP  | 21489 | JLN      | 20200316 | BUNEKS' HARDWARE, INC. | 2.69     |          |
| Total Office/Operating Supplies Transactions for March: |     |       |          |          |                        | 2.69     | 0.00     |
| 5/8/2020  | AP  | 21563 | JLN      | 20200508 | ZW USA INC             | 91.98    |          |
| 5/13/2020   | AP  | 21563 | JLN      | 20200513 | BUNEKS' HARDWARE, INC. | 22.96    |          |
| 5/13/2020   | AP  | 21563 | JLN      | 20200513 | BUNEKS' HARDWARE, INC. | 47.92    |          |
| Total Office/Operating Supplies Transactions for May:   |     |       |          |          |                        | 162.86   | 0.00     |
| Period Office/Operating Supplies Totals                 |     |       |          |          |                        | 165.55   | 0.00     |
| Year-To-Date Office/Operating Supplies Totals           |     |       |          |          |                        | 165.55   | 0.00     |
| Appropriations -  |     |       |          |          |                        |          |          |
| Current Expenditures =                                  |     |       |          |          |                        | 9,500.00 |          |
| Unexpended Balance -                                    |     |       |          |          |                        | 165.55   |          |
| Current Encumbrance =                                   |     |       |          |          |                        | 9,334.45 |          |
| Unencumbered Balance                                    |     |       |          |          |                        | 0.00     | 9,334.45 |

| Date                | SRC | Batch | Operator | Ref #    | Description | Debits | Credits |
|---------------------|-----|-------|----------|----------|-------------|--------|---------|
| Beginning Balance : |     |       |          |          |             | 1.30   |         |
| 4/28/2020           | AP  | 21563 | JLN      | 20200428 | TRUGREEN    | 496.61 |         |
| 4/28/2020           | AP  | 21563 | JLN      | 20200430 | TRUGREEN    | 687.28 |         |

\* Indicates Prior Year Transactions

# Transaction History Listing Report

4:34 PM

County of Leelanau  
**Account Balance Transactions**  
 Date Range: March 1, 2020 Thru May 31, 2020

**Fund:** 101 General Fund  
**Department:** 85075 Parks & Recreation

| Date  | SRC | Batch | Operator | Ref #  | Description              | Debits  | Credits |
|---|-----|-------|----------|--|--------------------------|---|---------|
| 4/29/2020   | AP  | 21547 | JLN      | 20200429   | LAUTNER IRRIGATION       | 296.10  |         |
| <b>Total Repair and Maintenance Transactions for April:</b> |     |       |          |  |                          | 1,479.99  | 0.00    |
| 5/5/2020  | AP  | 21563 | JLN      | 20200505   | KJM OUTDOOR              | 1,500.00  |         |
| 5/10/2020   | AP  | 21563 | JLN      | 20200510   | SHEFFER OUTDOOR SERVICES | 440.00  |         |
| 5/15/2020   | AP  | 21564 | JLN      | 20200515   | LOWE'S BUSINESS ACCOUNT  | 62.58   |         |
| <b>Total Repair and Maintenance Transactions for May:</b>   |     |       |          |  |                          | 2,002.58  | 0.00    |
| <b>Period Repair and Maintenance Totals</b>                 |     |       |          |  |                          | 3,482.57  | 0.00    |
| <b>Year-To-Date Repair and Maintenance Totals</b>           |     |       |          |  |                          | 3,483.87  | 0.00    |
| <b>Appropriations -</b>                                     |     |       |          | <b>Current Expenditures = Unexpended Balance -</b> |                          | <b>Current Encumbrance = Unencumbered Balance</b> |         |
| 30,000.00   |     |       |          | 3,483.87   |                          | 26,516.13   |         |

| Date  | SRC | Batch | Operator | Ref #  | Description                | Debits  | Credits |
|---|-----|-------|----------|--|----------------------------|---|---------|
|   |     |       |          |  | <b>Beginning Balance :</b> | 2,586.53  |         |
| 3/1/2020  | AP  | 21408 | JLN      | 20200301   | AMERICAN WASTE             | 23.00   |         |
| 3/9/2020  | AP  | 21428 | JLN      | 20200309   | WILLIAMS AND BAY           | 12.86   |         |
| <b>Total Contractual Services Transactions for March:</b> |     |       |          |  |                            | 35.86   | 0.00    |
| 4/1/2020  | AP  | 21508 | JLN      | 20200401   | AMERICAN WASTE             | 23.00   |         |
| 4/1/2020  | AP  | 21508 | JLN      | 20200401   | SAVIN LAKE SERVICES INC    | 2,475.00  |         |
| 4/6/2020  | AP  | 21508 | JLN      | 20200406   | WILLIAMS AND BAY           | 180.00  |         |
| <b>Total Contractual Services Transactions for April:</b> |     |       |          |  |                            | 2,678.00  | 0.00    |
| 5/1/2020  | AP  | 21547 | JLN      | 20200501   | AMERICAN WASTE             | 56.25   |         |
| 5/1/2020  | AP  | 21547 | JLN      | 20200501   | AMERICAN WASTE             | 23.00   |         |
| <b>Total Contractual Services Transactions for May:</b>   |     |       |          |  |                            | 79.25   | 0.00    |
| <b>Period Contractual Services Totals</b>                 |     |       |          |  |                            | 2,793.11  | 0.00    |
| <b>Year-To-Date Contractual Services Totals</b>           |     |       |          |  |                            | 5,379.64  | 0.00    |
| <b>Appropriations -</b>                                   |     |       |          | <b>Current Expenditures = Unexpended Balance -</b> |                            | <b>Current Encumbrance = Unencumbered Balance</b> |         |
| 18,000.00   |     |       |          | 5,379.64   |                            | 12,620.36   |         |

\* Indicates Prior Year Transactions

# Transaction History Listing Report

4:34 PM

County of Leelanau

Account Balance Transactions  
Date Range: March 1, 2020 Thru May 31, 2020

**Fund:** 101 General Fund  
**Department:** 85075 Parks & Recreation

| Date                                    | SRC | Batch | Operator  | Ref #                  | Description                     | Debits               | Credits               |                      |
|---|-----|-------|-----------|------------------------|---------------------------------|----------------------|-----------------------|----------------------|
| <b>Account:</b> 850756-850.000          |     |       | Telephone |                        | <b>Dept:</b> Parks & Recreation |                      |                       |                      |
| Beginning Balance :                     |     |       |           |                        |                                 | 117.30               |                       |                      |
| 3/13/2020                               | AP  | 21476 | JLN       | 20200313               | CENTURYLINK                     | 58.65                |                       |                      |
| Total Telephone Transactions for March: |     |       |           |                        |                                 | 58.65                | 0.00                  |                      |
| 4/13/2020                               | AP  | 21533 | JLN       | 20200413               | CENTURYLINK                     | 58.35                |                       |                      |
| Total Telephone Transactions for April: |     |       |           |                        |                                 | 58.35                | 0.00                  |                      |
| Period Telephone Totals                 |     |       |           |                        |                                 | 117.00               | 0.00                  |                      |
| Year-To-Date Telephone Totals           |     |       |           |                        |                                 | 234.30               | 0.00                  |                      |
| Appropriations -                        |     |       |           | Current Expenditures = |                                 | Unexpended Balance - | Current Encumbrance = | Unencumbered Balance |
| 400.00                                  |     |       |           | 234.30                 |                                 | 165.70               | 0.00                  | 165.70               |

| Date   | SRC | Batch | Operator         | Ref #                  | Description                     | Debits               | Credits               |                      |
|--|-----|-------|------------------|------------------------|---------------------------------|----------------------|-----------------------|----------------------|
| <b>Account:</b> 850756-860.001                 |     |       | Travel - Taxable |                        | <b>Dept:</b> Parks & Recreation |                      |                       |                      |
| Beginning Balance :                            |     |       |                  |                        |                                 |                      |                       |                      |
| 3/5/2020                                       | PR  | 21389 | CLH              | 02/28/20               | TAXABLE TRAVEL                  | 23.00                |                       |                      |
| Total Travel - Taxable Transactions for March: |     |       |                  |                        |                                 | 23.00                | 0.00                  |                      |
| 4/2/2020                                       | PR  | 21466 | CLH              | 03/27/20               | TAXABLE TRAVEL                  | 142.60               |                       |                      |
| 4/30/2020                                      | PR  | 21525 | CLH              | 04/24/20               | TAXABLE TRAVEL                  | 23.00                |                       |                      |
| Total Travel - Taxable Transactions for April: |     |       |                  |                        |                                 | 165.60               | 0.00                  |                      |
| Period Travel - Taxable Totals                 |     |       |                  |                        |                                 | 188.60               | 0.00                  |                      |
| Year-To-Date Travel - Taxable Totals           |     |       |                  |                        |                                 | 188.60               | 0.00                  |                      |
| Appropriations -                               |     |       |                  | Current Expenditures = |                                 | Unexpended Balance - | Current Encumbrance = | Unencumbered Balance |
| 1,500.00                                       |     |       |                  | 188.60                 |                                 | 1,311.40             | 0.00                  | 1,311.40             |

| Date                           | SRC | Batch | Operator                | Ref # | Description                     | Debits | Credits |
|--------------------------------|-----|-------|-------------------------|-------|---------------------------------|--------|---------|
| <b>Account:</b> 850756-900.000 |     |       | Printing and Publishing |       | <b>Dept:</b> Parks & Recreation |        |         |
| Beginning Balance :            |     |       |                         |       |                                 | 80.80  |         |

\* Indicates Prior Year Transactions

# Transaction History Listing Report

4:34 PM

County of Leelanau  
Account Balance Transactions  
Date Range: March 1, 2020 Thru May 31, 2020

**Fund:** 101 General Fund  
**Department:** 85075(Parks & Recreation)

| Date   | SRC | Batch                   | Operator | Ref #    | Description                   | Debits                      | Credits                      |                             |
|--|-----|-------------------------|----------|----------|-------------------------------|-----------------------------|------------------------------|-----------------------------|
| 3/5/2020   | AP  | 21489                   | JLN      | 20200305 | LEELANAU ENTERPRISE & TRIBUNE | 7.00                        |                              |                             |
| 3/5/2020   | AP  | 21489                   | JLN      | 20200305 | LEELANAU ENTERPRISE & TRIBUNE | 129.38                      |                              |                             |
| <b>Total Printing and Publishing Transactions for March:</b> |     |                         |          |          |                               | 136.38                      | 0.00                         |                             |
| <b>Period Printing and Publishing Totals</b>                 |     |                         |          |          |                               | 136.38                      | 0.00                         |                             |
| <b>Year-To-Date Printing and Publishing Totals</b>           |     |                         |          |          |                               | 217.18                      | 0.00                         |                             |
|  |     | <b>Appropriations -</b> |          |          | <b>Current Expenditures =</b> | <b>Unexpended Balance -</b> | <b>Current Encumbrance =</b> | <b>Unencumbered Balance</b> |
|  |     | 1,200.00                |          |          | 217.18                        | 982.82                      | 0.00                         | 982.82                      |

| Date   | SRC | Batch | Operator | Ref #    | Description                    | Debits        | Credits |
|--|-----|-------|----------|----------|--------------------------------|---------------|---------|
|  |     |       |          |          | <b>Beginning Balance :</b>     | <b>723.59</b> |         |
| 3/1/2020   | AP  | 21405 | JLN      | 20200226 | CONSUMERS ENERGY               | 25.90         |         |
| 3/1/2020   | AP  | 21405 | JLN      | 20200226 | CONSUMERS ENERGY               | 292.57        |         |
| 3/1/2020   | AP  | 21405 | JLN      | 20200226 | CONSUMERS ENERGY               | 25.36         |         |
| 3/18/2020  | AP  | 21460 | JLN      | 20200318 | CHERRYLAND ELECTRIC COOPERATIV | 19.50         |         |
| 3/18/2020  | AP  | 21460 | JLN      | 20200318 | CHERRYLAND ELECTRIC COOPERATIV | 22.69         |         |
| 3/25/2020  | AP  | 21460 | JLN      | 20200325 | CHERRYLAND ELECTRIC COOPERATIV | 40.50         |         |
| 3/26/2020  | AP  | 21476 | JLN      | 20200326 | CONSUMERS ENERGY               | 25.90         |         |
| 3/26/2020  | AP  | 21476 | JLN      | 20200326 | CONSUMERS ENERGY               | 246.31        |         |
| 3/30/2020  | AP  | 21476 | JLN      | 20200330 | CONSUMERS ENERGY               | 25.36         |         |
| <b>Total Utilities (Light-Oil) Transactions for March:</b> |     |       |          |          |                                | 724.09        | 0.00    |
| 4/22/2020  | AP  | 21533 | JLN      | 20200422 | CHERRYLAND ELECTRIC COOPERATIV | 19.50         |         |
| 4/22/2020  | AP  | 21533 | JLN      | 20200422 | CHERRYLAND ELECTRIC COOPERATIV | 22.58         |         |
| 4/29/2020  | AP  | 21533 | JLN      | 20200429 | CHERRYLAND ELECTRIC COOPERATIV | 40.50         |         |
| <b>Total Utilities (Light-Oil) Transactions for April:</b> |     |       |          |          |                                | 82.58         | 0.00    |
| 5/1/2020   | AP  | 21544 | JLN      | 20200427 | CONSUMERS ENERGY               | 220.58        |         |
| 5/1/2020   | AP  | 21544 | JLN      | 20200427 | CONSUMERS ENERGY               | 25.77         |         |
| 5/1/2020   | AP  | 21544 | JLN      | 20200427 | CONSUMERS ENERGY               | 25.36         |         |
| <b>Total Utilities (Light-Oil) Transactions for May:</b>   |     |       |          |          |                                | 271.71        | 0.00    |

\* Indicates Prior Year Transactions

# Transaction History Listing Report

4:34 PM

County of Leelanau

Account Balance Transactions  
Date Range: March 1, 2020 Thru May 31, 2020

Fund: 101 General Fund  
Department: 85075 Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description   | Debits    | Credits  |
|------|-----|-------|----------|-------|---|-----------|----------|
|      |     |       |          |       | Period Utilities (Light-Oil) Totals   | 1,078.38  | 0.00     |
|      |     |       |          |       | Year-To-Date Utilities (Light-Oil) Totals   | 1,801.97  | 0.00     |
|      |     |       |          |       | Appropriations - Current Expenditures = Unexpended Balance - Current Encumbrance = Unencumbered Balance |           |          |
|      |     |       |          |       | 4,000.00                      1,801.97                      2,198.03                                    | 0.00      | 2,198.03 |
|      |     |       |          |       | Grand Totals  | 16,093.93 | 0.00     |

\* Indicates Prior Year Transactions

Operator: JLN

# **Old Settlers Meadow Garden Status Report to Leelanau County Parks and Recreation Committee: May 2020**

**A little history:** The idea of a Meadow Garden was started by Conservation Committee Co-chairs, Laurel Voran and Barb Lund, initially as an extension of the Conservation Committee in 2017. With the Garden Club's approval, permission was requested, and granted by Leelanau County Parks and Rec for a Meadow Garden at Old Settler's Park. Work began with the intent that ultimately the Meadow Garden would ultimately become its own "stand-alone" committee within the Glen Lake Garden Club.

In Spring, 2018 Garden Club full membership volunteers marked off a section of Old Settlers Park and covered the grass with cardboard overlaid by at around 5 inches of mulch to "kill" the grass without the use of commercial herbicides over the summer growing season.

In Spring 2019 the Old Settlers Meadow Garden Committee with Laurel Voran and Barb Lund as Co-Chairs, was formed as its own entity within the Glen Lake Garden Club. With the help of the Garden Club's full membership, plants were dug into the now exposed soil. During the summer of 2019 committee member teams carried out watering assignments throughout the growing season to make sure the new plantings stayed healthy and developed deep root systems. In October, the committee had a work bee; added some more plants, (donated by Greystone Gardens) and closed the garden for winter.

## **2020**

With a full year of operation now under our collective belts, garden maintenance procedures were set up utilizing the gardening practices in 2019 as a base for 2020 and future maintenance including a spring cleanup work bee. These plans were made before the advent of the Coronavirus Pandemic and changes in this plan are still morphing based on what is currently allowable within the State of Michigan guidelines for social distancing.

Our 13 Committee members are now being asked to do spring cleanup, in small groups of no more than three in the garden at any time. Work consists of cutting down last year's old growth and weeding.

Following spring clean-up, plans are to add new mulch for the paths (we are hopeful that Deerings will again donate to our project) and re-install the low rope fence along the paths through the garden.

Lori Lyman is again donating an afternoon of labor from SEEDS (youth workers) on May 27. The project that day, weather permitting, will be edging the garden.

We are planning to install labels to help visitors identify plants within the garden.

We would also like to again request the placement of a locked storage trunk behind the latrine. We plan to use it to store hoses and equipment for watering, if needed, during the normal dry period in July/early August. We also would like to store plant stakes there to be used if necessary, to support taller plants.

## **Garden Promotion**

A large portion of the general public is not aware of what a Meadow Garden is. One of the functions of The Glen Lake Garden Club is to raise public awareness of the need to incorporate native plants in our own gardens. They help our world in many ways. Native plants support our whole ecosystem: feeding native birds, insects, animals. Local flora and fauna were here long before we arrived on the scene, and they have evolved a complex balance of support within their world. Imported plants are foreign to their needs and if we do not respect this long-standing system, we will all be in trouble.

To this end the Old Settlers Meadow Garden Committee is preparing a poster for the kiosk across from the Old Settlers Park latrine giving a basic description of a Meadow Garden. In addition, the committee is preparing a more in-depth plant-by-plant description of the different floral varieties in the garden to be incorporated into the Old Settlers Park website. The plant identifications will also include information about which local birds, insects and animals interact with which plants.

**Leelanau County Parks and Recreation Commission**  
**Old Settlers Park Committee**  
Friday, March 13, 2020, 1:00 p.m.  
Leelanau County Government Center, Suttons Bay, Michigan  
*Tentative Minutes – Meeting Recorded*

The meeting was called to order by Committee Member Melinda Lautner at 1:00 p.m.

The Pledge of Allegiance was led by Lautner.

Roll Call: Steve Christensen, *present at 1:02 p.m.*  
Melinda Lautner  
Casey Noonan  
Todd Yeomans

Guest present.

Agenda Additions/Deletions:

Lautner asked for any changes to the agenda. Lautner asked and Noonan responded that he can comment on the status of the Grub Shack remodel; added as Action Item #3.

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

Discussion – none.

**Ayes – 3 (Noonan, Yeomans, Lautner)**

**No – 0 Absent – 1 (Christensen)**

**Motion Passes.**

Public Comment:

None.

Action Items –

Election of Officers:

Lautner asked for nominations for Committee Chairman.

**Motion by Noonan to nominate/elect Melinda Lautner as Chairman of the Old Settlers Park Committee. Seconded by Yeoman.**

Discussion – none.

**Ayes – 3 (Noonan, Yeomans, Lautner)**

**No – 0 Absent – 1 (Christensen)**

**Motion Passes.**

Glen Lake Community Reformed Church, Request to Hold Concert in Park:

Committee Chairman Lautner said the Glen Lake Community Reformed Church is again requesting permission to hold a (free-will offering) concert at Old Settlers Park on Saturday, July 18, 2020, from 6:00 p.m. until 9:00 p.m. (attachment is available via the following link - <https://www.leelanau.cc/meetingdetails.asp?MAId=1917#handouts>). Lautner asked if they had received a report back from the Church regarding last year's event; consensus was "no".

Noonan said any funds collected will go to “Helplink”. Discussion followed on last year’s event. Noonan said he had heard it was reported as a success. Discussion continued on the (impact parking has on) grass, and how it compares to the Old Settlers Picnic event. Christensen suggested perhaps setting up some barriers to protect some of the new plantings.

Clerk Evans suggested adding language to Section 7, “...having the Leelanau County Sheriff’s Office **and a Parks Commission Designee** review and approve Licensee’s Event Traffic and Parking Management Plan prior to the event.” The designee would add the Commission’s concerns at the time the plan is being reviewed. Yeomans noted Noonan had made a suggestion that the Church could perhaps utilize busing from the Church as a shuttle service to and from the event. Discussion ensued on the growing popularity of the concert and the concern of parking on the roadway.

Evans then reviewed Section 6. Defacement of Premises (which states Licensee shall not injure, nor mar, nor in any manner deface the Park premises, including, but not limited to, surrounding vegetation...). She suggested that if there is a worst-case scenario involving damage to one of the structures or the plantings, should language be added that the user should return it to the previous state. Evans to work with Counsel on drafting revisions to the lease.

**Motion by Noonan to recommend to the Leelanau County Parks and Recreation Commission to approve a Park Use Agreement with the suggested revisions for Old Settlers County Park with the Glen Lake Community Reformed Church for its proposed concert to be held on July 18, 2020, pending Counsel review and approval. Seconded by Christensen.**

Discussion – Evans said there is a chance a draft could be completed prior to the next Parks Commission Regular Session.

**Ayes – 4 (Noonan, Yeomans, Christensen, Lautner)**

**No – 0**

**Recommendation Carried.**

Grub Shack Update:

Noonan said he has been in contact with Jamie Schichtel of Schichtel Construction, the contract has been revised so that the firm will be reimbursed up front for materials. Discussion followed on the sole proprietor statement. Noonan said Schichtel will begin as soon as he can, and it will be completed before the Old Settlers Picnic in August.

Discussion followed on the potential of obtaining donations from the community towards the grub shack upgrade. Noonan said they are in good shape, other than getting the insurance requirements worked out.

Discussion Items:

None.

Board Member Comment:

Committee Chairman Lautner remarked the County Board has developed a policy for tree planting and we will need to revisit it. The county’s attorney has recommended we do not have

a policy here, because with a policy in place, you have to accept all donations. We have the room and a need for donations. Maintenance worker Scott Bradley remarked he had been told by Maintenance Director Gerald Culman the II any donations have to go before four separate boards before they can accept a donation for (non-government items). Lautner affirmed. Christensen suggested following up with County Administrator Chet Janik.

Public Comment:

None.

Adjournment:

**Motion by Lautner to adjourn. Seconded by Christensen.**

Meeting adjourned to the call of the Chairman at 1:20 p.m.

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Laurel S. Evans, Secretary Pro Tem

● Senior Services – Acceptance of Donation, BASA (Bay Area Senior Advocates):

**THE LEELANAU COUNTY BOARD OF COMMISSIONERS ACCEPTS CONTRIBUTIONS GIVEN TO LEELANAU COUNTY SENIOR SERVICES FROM BAY AREA SENIOR ADVOCATES FOR SENIOR SUPPORT TOTALING \$3,500.00 AND PLACED INTO LEELANAU COUNTY SENIOR SERVICES' BASA GRANT ACCOUNT #281-000.000-678.000.**

● Senior Services – Acceptance of Donation, AAANM (Area Agency on Aging of Northwest Michigan):

**THE LEELANAU COUNTY BOARD OF COMMISSIONERS ALLOWS LEELANAU COUNTY SENIOR SERVICES TO ACCEPT A CONTRIBUTION FROM THE AREA AGENCY ON AGING OF NORTHWEST MICHIGAN FOR PROVIDING SENIORS WITH MIPPA BENEFICIARY OUTREACH ASSISTANCE TOTALING \$1,000.00 AND PLACED INTO LEELANAU SENIOR SERVICES' CONTRIBUTIONS FROM OTHER AGENCY ACCOUNT #281-000.000-677.000.**

● Prosecuting Attorney's Office – Revised Agreement, Westlaw/Thomson Reuters:

**THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVES THE MODIFICATION TO THE WEST LAW/THOMSON REUTERS CONTRACT TO PROVIDE ONLINE LEGAL RESEARCH TO THE PROSECUTING ATTORNEY'S OFFICE FOR A TWO-YEAR PERIOD BEGINNING APRIL 1, 2020, UPON SIGNING THE CONTRACT AS PRESENTED.**

● Parks and Recreation Commission – Agreement with Savin Lake Services for Pond Weed Management:

**THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVES AN AGREEMENT FOR AQUATIC WEED ERADICATION WITH SAVIN LAKES SERVICES OF HALE, MICHIGAN, IN AN AMOUNT NOT TO EXCEED THE CONTRACT AMOUNT OF \$2,475.00; FUNDS TO COME FROM #101-850.756-801.000.**

● Maintenance – Agreement with the Grand Traverse Band for Oversight of the Water and Wastewater Treatment Plant of the Law Enforcement Center:

**THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVES THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE GRAND TRAVERSE BAND OF OTTAWA AND CHIPPEWA INDIANS' DEPARTMENT OF PUBLIC WORKS (GTB-DPW) AND THE COUNTY OF LEELANAU, EFFECTIVE MARCH 1, 2020, THROUGH MARCH 1, 2023, AT A COST NOT TO EXCEED \$14,400.00 TOTAL OVER THAT THREE-YEAR PERIOD; FUNDS TO COME FROM #631-000.000-801.001.**

● Building & Grounds Committee Recommendations – Review of February 18, 2020, Memo, "Placement of Non-Government Items on County Property.":

**THE LEELANAU COUNTY BOARD OF COMMISSIONERS ACCEPTS THE PROCEDURE RECOMMENDATION FROM LEGAL COUNSEL MEMO DATED FEBRUARY 18, 2020, THAT ALL REQUESTS ASKING TO PLACE NON-GOVERNMENT ITEMS ON COUNTY PROPERTY (INCLUDING THE PARKS) WILL BE CONSIDERED ON A CASE-BY-CASE BASIS.**

Parks and Recreation Commission – Request to Approve Application and County Match for a DNR Recreation Passport Grant:

#093-03172020 Regular Session

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS APPROVES THE PARKS COMMISSION TO PURSUE A 2020 RECREATION PASSPORT GRANT (RPP) AS OUTLINED IN SCENARIO F OF THE PROJECT OPINION OF PROBABLE COSTS, IN THE AMOUNT OF \$150,000.00, AND THAT THE BOARD APPROVE A \$50,000.00 LOCAL MATCH ENTIRELY FROM THE GENERAL FUND - FUND BALANCE FROM PRIOR YEAR 2019, EQUAL TO THE PARKS BUDGET NOT SPENT. SECONDED BY WESSELL.**

Discussion ensued.

**AYES – 6 (Lautner, Rentenbach, Rushton, Soutas-Little, Wessell, Bunek)**

**NO – 1 (Ansorge)**

**MOTION CARRIED.**

Building & Grounds Committee Recommendations – League of Women Voters Request:

#094-03172020 Regular Session

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS DO NOT ALLOW ANY NON-GOVERNMENTAL ITEMS TO BE PLACED ON THE GOVERNMENT CENTER CAMPUS. SECONDED BY RUSHTON.**

Discussion – Commissioner Rentenbach stated that she would not support the motion made at the last meeting and adopted tonight as part of the Consent Agenda to take the recommendation from legal counsel that all requests asking to place nongovernmental items on County property would be considered on a case by case basis, so this motion goes against what was just voted to accept. This motion now motion would set a policy. Brief comments continued.

Commissioner Rushton commented that the purpose of the recommendation is that there is an existing landscaping recommendation for the campus and in review of the plan, there was an in-depth plan to look at the grounds here and in considering the underlying infrastructure among other things, the Committee proposed closing the campus to any additional placement and to look to the parks for that purpose. Rushton will support closing the campus for any additional plantings going forward. She continued that in the event there is a bush or a tree that dies, she would be willing to opening up the County campus to consider a donation to replace it.

Chairman Bunek understood that the case by case basis was for parks and recreation and that this campus would be closed. This campus would be closed to memorials. Bunek said that it would go to parks and rec first for the case by case review and then it would come to the Board of Commissioners.

Commissioner Wessell stated that he will not support the motion and he does not believe that we want to restrict the access to our grounds and this was a way to celebrate one of the greatest things in our nation. To not want to be a part of this is a mistake and he does not support a general policy that won't allow this going forward.

Commissioner Soutas-Little spoke that it was her understanding that all requests would go to parks and rec including for this campus as well. She continued this was an opportunity to celebrate a very important event in history and to not want to be part of that is a mistake.

Janik stated that this is not a policy, it is a procedure and can be changed in the future.

Discussion ensued.

**AYES – 4 (Lautner, Rushton, Bunek, Ansorge)**

**NO – 3 (Rentenbach, Wessell, Soutas-Little)**

**MOTION CARRIED.**

Administration – Labor Negotiations Update:

*#095-03172020 Regular Session*

**MOTION BY ANSORGE THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS GO INTO CLOSED SESSION REGARDING LABOR NEGOTIATIONS. SECONDED BY RUSHTON.**

Discussion – none.

**ROLL CALL: Ansorge – YES; Bunek – YES; Lautner – YES; Rentenbach – YES; Rushton – YES; Soutas-Little – YES; Wessell – YES.**

**AYES – 7      NO – 0**

**MOTION CARRIED.**

Closed session began at 8:28 p.m.

*#096-03172020 Regular Session*

**MOTION BY RENTENBACH TO RESUME OPEN SESSION. SECONDED BY RUSHTON.**

Discussion – none.

**AYES – 7 (Rentenbach, Rushton, Soutas-Little, Wessell, Ansorge, Bunek, Lautner)**

**NO – 0**

**MOTION CARRIED.**

Open Session resumed at 8:40 p.m.

*#097-03172020 Regular Session*

**MOTION BY LAUTNER THAT THE LEELANAU COUNTY BOARD OF COMMISSIONERS DECLINES THE PROPOSAL OF LABOR NEGOTIATIONS. SECONDED BY WESSELL.**

Discussion – none.

**AYES – 7 (Lautner, Rentenbach, Rushton, Soutas-Little, Wessell, Ansorge, Bunek)**

**NO – 0**

**MOTION CARRIED.**

Review of Financials:

None.

Committee Reports, Recommendations, and Resolutions:

None.

Special Reports:

None.

Public Comments:

- Commissioner Rentenbach asked that the Letter from Jan Frazee be placed in public comment from Friday, March 13, which was delivered to all Commissioners. Copy on file in the Clerk's office.

**BOARD OF COMMISSIONERS**

**Tony Ansoerge**, District #1  
**Debra L. Rushton**, District #2  
**William J. Bunek**, District #3  
**Ty Wessell**, District #4  
**Patricia Soutas-Little**, District #5  
**Carolyn Rentenbach**, District #6  
**Melinda C. Lautner**, District #7



**Chet Janik**, County Administrator

Leelanau County Government Center  
8527 E. Government Center Drive, Suite #101  
Suttons Bay, Michigan 49682  
(231) 256-9711 ♦ (866) 256-9711 toll free  
(231) 256-0120 fax  
leelanau.cc ♦ cjanik@co.leelanau.mi.us

To: Board of Commissioners

From: Chet Janik

Date: February 18, 2020

Re: Placement of non-government items on county property

At the January meeting, a request was received seeking permission to plant a tree on the campus. At that time, it was discovered that there are no policies that provide guidance on how to respond to clubs, organizations and/or individuals requesting to place items on property owned by the County, as these types of request have been rare.

During the January discussion, it was agreed upon that the Commission's Buildings and Grounds Committee should review the options, potentially develop a policy and/or procedure and then make a recommendation to the Board of Commissioners.

Based on this request, I requested assistance from legal counsel in drafting a policy and received the following response:

Hi Chet –

*Following up on our call regarding the recommended approach to approving placement of non-governmental items (e.g., memorial trees, benches) on County property. It is my recommendation that these be considered on a case by case basis by a committee or sub-committee with a recommendation and subject to approval by the BOC. The problem with a policy is the potential for a first amendment challenge in the even a content-based restriction is incorporated or imposed. Conversely, the case by case approach provides the protection of legislative immunity in that the final motion/resolution either approving or denying the request speaks for itself and the individual commissioners' motives in making the decision are protected.*

Matt Nordfjord, Shareholder  
Cohl, Stoker & Toskey, PC

The Buildings and Grounds Committee met on January 31 and made the following recommendation:

All requests by those who want to place non-government items on County property (including the parks) must submit a written proposal to the County Administrator that outlines the following:

- The type of item
- Proposed location
- Length of placement
- Potential costs associated with the request

Once a written proposal is received, a meeting of the Buildings and Grounds Committee will be scheduled to review the proposal and to make a recommendation to the Board of Commissioners.

The Board of Commissioners reserves the right to approve, deny and/or modify any request, as well as to place additional restrictions on the request.

A campus landscaping plan will be updated that will include the current location of specific trees and other significant items located on the campus.

**EXCERPT  
LEELANAU COUNTY BOARD OF SUPERVISORS  
REGULAR SESSION – MAY 11, 1971**

...

The Roll was called and members were present as follows:

|             |                    |
|-------------|--------------------|
| District #1 | Thomas Lindquist   |
| District #2 | Otto Mork          |
| District #3 | Elmer Warner       |
| District #4 | Arthur Borsch      |
| District #5 | Constance Binsfeld |

...

## **LEELANAU COUNTY PARK REGULATION ORDINANCE**

AN ORDINANCE TO ESTABLISH RULES AND REGULATIONS FOR THE USE AND MAINTENANCE OF OLD SETTLERS PICNIC GROUNDS, COUNTY PARKS, BATHING BEACHES, BOAT LAUNCHING RAMP, AND PLACES OF RECREATION, INCLUDING THE HOURS WHICH THE SAME SHALL BE OPEN TO THE PUBLIC, AND TO PROVIDE PENALTIES FOR THE VIOLATION THEREOF.

\* \* \*

The County Board of Commissioners, Leelanau County, Michigan, Ordains:

### Section 1. Name.

This ordinance shall be known and cited as the Leelanau County Park Regulation Ordinance.

### Section 2. Power Boats.

- (a) No power boats shall be propelled by motors within 100 feet with that area designated as bathing beaches.
- (b) Boat trailers and motor vehicles shall be parked within that area designated for parking and under no circumstances shall be parked within places of recreation.

### Section 3. Liquor Prohibition.

No beer, wine or intoxicating liquors, of whatsoever nature, shall be consumed within or about the County parks, picnic grounds, bathing beaches, and places of recreation.

### Section 4. Tents and House Trailers.

No tents, housetrailers or campers shall be allowed within county parks, picnic grounds or places of recreation, either temporarily or otherwise.

### Section 5. General Use of County Parks and Picnic Grounds.

- (a) Any fires for cooking must be made within the grills provided for the purpose or within other privately owned grills which are designed to retain the ashes and prevent their deposit upon the ground. No fires shall be built directly upon the ground.
- (b) All trash and debris must be deposited within the containers provided for the purpose and must not be allowed to remain upon the ground.

- (c) Picnic tables must not be used by one family or one group for an unreasonable length of time and must be allowed to be circulated among the occupants of the park, picnic grounds or place of recreation.
- (d) County property shall not be damaged or destroyed and shall be treated with respect for the next user.
- (e) County parks, picnic grounds and places of recreation shall be open from 6:00 a.m. until two (2) hours after sundown of each day and shall be closed to the public during the remainder of the day and night.
- (f) No dogs or other animals shall be allowed within county parks, picnic grounds and places of recreation unless the same are on a leash or kept within a secure container which prohibits their release.

Section 6. Penalties.

Any person, firm, or corporation, which violates any of the provisions of this ordinance shall be deemed guilty of a misdemeanor and shall be punished by a fine of not more than \$100 or by imprisonment in the county jail not to exceed ninety (90) days, or by both such fine and imprisonment. In addition to the foregoing, any person violating the provisions of this ordinance may be required to leave the county park or place of recreation by the supervisor in charge thereof, or any peace officer, as the case may be.

Section 7. Validity.

Should any section, clause, or provision of this ordinance be declared by courts to be invalid, the same shall not affect the validity of this ordinance as a whole or any part thereof, other than the part so declared to be invalid.

Section 8. Effective Date.

This ordinance shall take effect pending signature of Governor Milliken.

**A Motion was made by Commissioner Binsfeld and supported by Commissioner Mork that the above Ordinance be adopted. All Districts (5) Having Voted Yes.**

**MOTION CARRIED**

*(Recorded in Board of Supervisor's Record Liber 7, Pages 183-184.)*

**COUNTY AND REGIONAL PARKS (EXCERPT)**  
**Act 261 of 1965**

**46.364 County and regional commissions; rules; violation of rules as misdemeanor; penalty; prohibited operation of vehicle as municipal civil infraction; enforcement; park rangers; police services.**

Sec. 14. (1) A county or regional commission may adopt, amend, or repeal rules for the protection, regulation, and control of its facilities and areas with the approval of the county board or boards of commissioners.

(2) Rules shall not be contrary to or inconsistent with the laws of this state. Rules shall not take effect until all of the following occur:

(a) The elapse of 9 days after the rules are adopted by the county or regional commission.

(b) The publication of the rules once a week for 2 consecutive weeks in a newspaper of general circulation in the county in which the area or facility to which the rules apply is located.

(c) The posting of a copy of the rules near each gate or principal entrance to the area or facility.

(3) Except as provided in subsection (4), a person who violates a rule adopted by a county or regional commission is guilty of a misdemeanor punishable by a fine of not more than \$100.00 and costs of prosecution or by imprisonment for not more than 90 days, or both.

(4) The operation of a vehicle on a recreational trailway at a time, in a place, or in a manner prohibited by a rule adopted by a county or regional commission is a municipal civil infraction, whether or not so designated by the rule. A civil fine ordered for a municipal civil infraction described in this subsection shall not exceed the maximum amount of a fine provided by the rule or \$500.00, whichever is less. An act or omission described in this subsection is not a municipal civil infraction if that act or omission constitutes a violation or crime that is excluded from the definition of municipal civil infraction in section 113 of the revised judiciary act of 1961, Act No. 236 of the Public Acts of 1961, being section 600.113 of the Michigan Compiled Laws.

(5) A county or regional commission may appoint park rangers who may be deputized by a sheriff to enforce the laws of this state. Whether deputized or not, park rangers may enforce the rules adopted by a county or regional commission and have the powers, privileges, and immunities conferred upon peace officers by the laws of this state. A park ranger shall not be appointed unless he or she meets the minimum standards established by the law enforcement officers training council. Park rangers shall exercise their authority and powers only on lands, waters, and property administered by or under the jurisdiction of a county or regional commission.

(6) A county or regional commission may contract with townships, cities, villages, or sheriffs for police services required under this section and may appropriate and expend funds for those services.

**History:** 1965, Act 261, Imd. Eff. July 21, 1965;—Am. 1968, Act 216, Eff. Aug. 1, 1968;—Am. 1994, Act 84, Eff. Oct. 1, 1994.