# Leelanau County Parks and Recreation Commission

**Regular Session** – Wednesday, September 7, 2022, 3:00 p.m.
*Leelanau County Government Center, Suttons Bay, Michigan*
https://www.leelanau.gov/meetingdetails.asp?MAId=2377

(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.)*

## Agenda

**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Public Comment**

**Agenda Additions/Deletions**

**Action Items:**

1. **Approval of Minutes –**
   a. August 3, 2022, Regular Session 2-5
2. **Approval of Financials** 6-17
3. **Committee Reports and Recommendations –**
   a. Myles Kimmerly Park Committee
      i. Grub Shack Removal Update 18-19
      ii. Potential Property Sale Discussion/Recommendation 20-25
   b. Old Settlers Park Committee 26
   c. Veronica Valley Park Committee
      i. Lake Leelanau St. Mary Cross-Country Event 28-33

**Public Comment**

**Commissioner Comments**

**Chairperson Comments**

**Adjournment**

# Leelanau County Parks and Recreation Commission

Regular Session – Wednesday, August 3, 2022, 3:00 p.m.

**Tentative Minutes – Meeting Recorded**

*Leelanau County Government Center, Suttons Bay, Michigan*

https://www.leelanau.gov/meetingdetails.asp?MAId=2376

The meeting of the Leelanau County Parks and Recreation Commission was called to order by Chairman Noonan at 3:00 p.m.

Chairman Noonan led the "Pledge of Allegiance."

Roll Call:
John Arens
Dave Barrons, *Vice-Chairman*
Steve Christensen, *Secretary – Absent/prior notice*
Don Frerichs
Charles Godbout
Melinda Lautner
Casey Noonan, *Chairman*
John Popa, *Absent/prior notice*
Rick Robbins, *Absent/prior notice*
F. Jon Walter

Staff Present:
Laurel Evans, Executive Assistant
W. Scott Bradley, Maintenance Worker *(3:18 p.m. arrival)*

Public Comment:
None

Agenda Additions/Deletions:
Noonan requested to add "Memorial Donation" under "Old Settlers Park Committee."
**Motion by Lautner to approve the agenda, as amended. Seconded by Godbout.**
Discussion – None.
**Ayes – 7 (Lautner, Noonan, Walter, Arens, Barrons, Frerichs, Godbout)**
**No – 0 Absent – 3 (Christensen, Popa, Robbins) Motion Passes.**

Action Items –
Approval of Minutes:

- May 4, 2022 – Regular Session
- June 1, 2022 – Regular Session
- June 1, 2022 - Executive Committee Meeting

**Motion by Lautner to approve the minutes from May 4, 2022 (Regular Session); June 1, 2022 (Regular Session); and June 1, 2022 (Executive Committee Meeting). Seconded by Barrons.**
Discussion – Frerichs requested amending the June 1, 2022, Regular Meeting minutes to include under "Commissioner Comments," his verbatim reading from page 66 of the 2020 – 2024 Five-Year Plan under "Proposed Action: c. Consider preservation of field at the northwestern corner

of the property for passive recreation to blend in with the historical and agrarian nature of the Poor Farm vicinity."

**Motion amended by Lautner to approve all minutes, including the June 1, 2022, Regular meeting minutes, as requested by Frerichs. Seconded by Barrons.**
Discussion **–** None.
**Ayes – 7 (Lautner, Noonan, Walter, Arens, Barrons, Frerichs, Godbout)**
**No – 0 Absent – 3 (Christensen, Popa, Robbins) Motion Passes.**

Approval of Financials:
- Revenue & Expense Report – Period Ending June 30, 2022
- Transaction History Listing Report – June 1, 2022 Thru June 30, 2022
- Revenue & Expense Report – Period Ending July 31, 2022
- Transaction History Listing Report – July 1, 2022 Thru July 31, 2022

Due to Bradley's absence, review and approval of the financials was tabled until the September meeting.

Committee Reports and Recommendations –
Myles Kimmerly Park Committee:
Evans reported that Tim Newman (Kasson Contracting) is unable to remove the Grub Shack, so Stanz Dozer Services will be taking over the project. Noonan explained that Stanz Dozer does not carry all the required licenses to perform the demo work, so Stanz Dozer will be subcontracting the project and the permit will be issued under the subcontractor's name. The cost for Stanz Dozer to remove the grub shack will be $1,500.00.

Leelanau County Resolutions – 1995-15 (MKP Use, Michigan State University Extension) – Frerichs reported that the MSU lease on the 10-acre plot at Myles Kimmerly Park expires in 2025. He added that the lease was improperly drawn up, so it is unenforceable; however, the deed for the property reflects no restrictions regarding sale of the property.

Cedar Area Fire & Rescue – Frerichs had no update.

Glen Lake Community Schools – Frerichs reported that baseball fields proposed by Glen Lake Community Schools for the 10-acre plot at Myles Kimmerly Park would create a "private enterprise" through creation of a traveling league and, therefore, he does not support the proposal. His preference is that the property remain for passive use.

Trail Proposal from Team Elmer's – Frerichs reported that the bid from Team Elmer's to pave the loop trail at Myles Kimmerly Park was $234,900.00 and he asked if assistance from the County in the amount of $190,000.00 to $200,000.00 had been submitted. Noonan said there is a special funding request in the budget and Evans confirmed the project was in the CIP (Item 2022-03 $200,000.00). Frerichs said he sent an email to Justin Kelenske (Team Elmer's) asking about a 10-foot-wide trail versus 8-feet. Lautner, Noonan, and Walter concurred an 8-foot-wide trail was sufficient. Lautner added that many comments on social media expressed interest in a

paved trail at the park. Walter said that, per Team Elmer's, there was more slope to accommodate than anticipated which would require deeper cuts for the trail. There was discussion as to whether or not Team Elmer's might buy the surplus soil cleared from the trail. Bradley proposed hauling it to Old Settlers Park.

Bradley arrived.

Evans reminded the group to keep the Maple Valley Nursing Home lease on its radar because of the impending lease expiration in April 2023. She added that she has asked County Administrator Chet Janik to talk with counsel about facilitating a seamless termination of the lease.

Frerichs inquired if new commission member John Arens would be replacing Michael Smith on the Myles Kimmerly Park Committee. Evans advised it was Frerichs decision. Frerichs welcomed Arens to the committee.

Old Settlers Park Committee:
Noonan reported that with the recent passing of Nancy Lamb, donations of $3,000.00 were received with a request from the family to be used at Old Settlers Park for a memorial bench with a plaque and a small piece of playground equipment if there was money left after purchasing the bench, though, he said the family was open to other ideas for any surplus money. Bradley estimated $2,500.00 for the bench. Godbout suggested using any remaining dollars to rent a "bouncy house" for the upcoming picnic. Lautner said they will explore options.

Noonan thanked Bradley for helping out with a minor emergency associated with moving the water hydrant due to a leak in the waterline. Noonan reminded the group that the Old Settlers Park picnic is this weekend (Sunday, August 7, 2022). Lautner reported that the playground equipment was installed in one day (July 15, 2022) by Playground Boss, the company the equipment was purchased from. The engineered wood chips for groundcover have yet to be installed.

Veronica Valley Park Committee:
Barrons reported that the wayfinding signs for the Veronica Valley and Myles Kimmerly Parks will be available in a few weeks. Bradley will coordinate the installation. Barrons said that Kids' Fishing Day was successful, with a huge turnout. He added that the fish walkway has two areas of potholes and that after inspection by Popa, Bradley, and himself, the decision was made to pack crushed stone in the potholes to mitigate further erosion. Regarding invasive weeds in the ponds, biologist Brian Price has said there is very little milfoil and small clusters of curly leaf which could simply be pulled out, so for this year, the weeds are under control but most likely, will need management next year. Lautner also commented on the success of Kid's Fishing Day, adding there were lots of people, lots of food, and great volunteers. Walter said he thought the families enjoyed the tank with the snapping turtle. He added that he had many partakers of family photos when he offered to do so. Walter commented that there seemed to be a lot of spotted knapweed growing in the park, which is also known as Russian Thistle. He said as a beekeeper he knows bees love it and added there is a beekeeper right next to the park. Evans

informed the group that the Grand Traverse Band of Ottawa and Chippewa Indians did not approve a 2% Allocation request to fund invasive species eradication this year.

CIP Review:
Lautner inquired about the line item for playground equipment and thought it could be removed with the recent playground equipment installation at Old Settlers Park; however, it was pointed out this line item was for playground equipment at Myles Kimmerly Park, so the group agreed to leave it in the CIP. Godbout commented that there was nothing in the CIP for Old Settlers Park. Lautner mentioned that at some point the gazebo will get a "facelift." Godbout requested that some money be added to the CIP for the gazebo project.

2023 Budget Review:
There were no questions or discussion regarding the 2023 Budget.

Public Comment:
None.

Commissioner Comments:
Frerichs inquired about calling a Myles Kimmerly Park Committee meeting for further discussion with Kasson Township Supervisor Greg Julian and Randy Weber, coach for Glen Lake Community Schools, about the sale or lease of the 10-acre plat at Myles Kimmerly Park. Noonan said he would contact Julian to see if he was interested in meeting again. Barrons said that Veronica Valley Park, and perhaps the other parks, needed volunteers, but he was not sure how to organize a group. He asked for input at the next meeting.

Chairperson Comments:
None.

Adjournment:
The meeting adjourned to the call of Chairman Noonan at 3:47 p.m.

Respectfully submitted:

_____
Lori D. Eubanks, Recording Secretary

# Transaction History Listing Report

**County of Leelanau**

**Account Balance Transactions**

**Date Range: June 1, 2022 Thru August 31, 2022**

**Fund:** 101 General Fund

**Department:** 850756 Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| **Account:** | **850756-719.000** | | **Retirement** | | **Dept: Parks & Recreation** | | |
| 6/30/2022 | AP | 23375 | JLN | 20220630 | MERS | 288.73 | |
| | | | | | **Total Retirement Transactions for June:** | 288.73 | 0.00 |
| 7/31/2022 | AP | 23512 | OUYANG | 20220731 | MERS | 294.24 | |
| | | | | | **Total Retirement Transactions for July:** | 294.24 | 0.00 |
| | | | | | **Period Retirement Totals** | 582.97 | 0.00 |
| **Account:** | **850756-720.000** | | **Life Insurance/Disability** | | **Dept: Parks & Recreation** | | |
| **Date** | **SRC** | **Batch** | **Operator** | **Ref #** | **Description** | **Debits** | **Credits** |
| 6/24/2022 | AP | 23356 | JLN | 20220620 | FIRST UNUM LIFE INSURANCE COMP | 78.93 | |
| | | | | | **Total Life Insurance/Disability Transactions for June:** | 78.93 | 0.00 |
| 7/19/2022 | AP | 23431 | DARCY | 20220719 | FIRST UNUM LIFE INSURANCE COMP | 78.93 | |
| | | | | | **Total Life Insurance/Disability Transactions for July:** | 78.93 | 0.00 |
| 8/26/2022 | AP | 23536 | OUYANG | 20220823 | FIRST UNUM LIFE INSURANCE COMP | 78.93 | |
| | | | | | **Total Life Insurance/Disability Transactions for August:** | 78.93 | 0.00 |
| | | | | | **Period Life Insurance/Disability Totals** | 236.79 | 0.00 |
| **Account:** | **850756-727.000** | | **Office/Operating Supplies** | | **Dept: Parks & Recreation** | | |
| **Date** | **SRC** | **Batch** | **Operator** | **Ref #** | **Description** | **Debits** | **Credits** |
| 6/27/2022 | AP | 23387 | JLN | 20220627 | LAKE LEELANAU LAKE ASSOCIATION | 500.00 | |
| | | | | | **Total Office/Operating Supplies Transactions for June:** | 500.00 | 0.00 |
| | | | | | **Period Office/Operating Supplies Totals** | 500.00 | 0.00 |
| **Account:** | **850756-743.000** | | **Gas/Oil** | | **Dept: Parks & Recreation** | | |
| **Date** | **SRC** | **Batch** | **Operator** | **Ref #** | **Description** | **Debits** | **Credits** |
| 6/10/2022 | AP | 23411 | DARCY | 20220610 | CRYSTAL FLASH | 628.58 | |
| 6/30/2022 | AP | 23382 | JLN | 20220630 | LEELANAU CO ROAD COMMISSION | 344.47 | |

*** Indicates Prior Year Transactions**

**Account Balance Transactions**
**Date Range: June 1, 2022 Thru August 31, 2022**

**Fund:** 101 General Fund
**Department:** 850756 Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| | | | | | **Total Gas/Oil Transactions for June:** | 973.05 | 0.00 |
| 7/31/2022 | AP | 23460 | CMK | 20220731 | LEELANAU COUNTY ROAD COMMISSIO | 206.49 | |
| | | | | | **Total Gas/Oil Transactions for July:** | 206.49 | 0.00 |
| 8/17/2022 | AP | 23507 | CMK | 20220817 | CRYSTAL FLASH | 551.55 | |
| 8/17/2022 | AP | 23551 | ADMIN | 20220817 | CRYSTAL FLASH | 18.41 | |
| | | | | | **Total Gas/Oil Transactions for August:** | 569.96 | 0.00 |
| | | | | | **Period Gas/Oil Totals** | 1,749.50 | 0.00 |

**Account:** 850756-775.000 **Repair and Maintenance** **Dept:** **Parks & Recreation**

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 6/1/2022 | AP | 23387 | JLN | 20220524 | CEDAR HARDWARE, INC. | 5.99 | |
| 6/1/2022 | AP | 23411 | DARCY | 20220630 | TRUGREEN | 465.58 | |
| 6/6/2022 | AP | 23332 | JLN | 20220606 | LOWE'S BUSINESS ACCOUNT | 27.25 | |
| 6/6/2022 | AP | 23332 | JLN | 20220606 | LOWE'S BUSINESS ACCOUNT | 304.93 | |
| 6/6/2022 | AP | 23332 | JLN | 20220606 | LOWE'S BUSINESS ACCOUNT | | 13.28 |
| 6/6/2022 | AP | 23332 | JLN | 20220606 | TRUGREEN | 691.95 | |
| 6/6/2022 | AP | 23411 | DARCY | 20220714 | TRUGREEN | 521.44 | |
| 6/10/2022 | AP | 23332 | JLN | 20220610 | DTS HOLDINGS, INC | 300.00 | |
| 6/10/2022 | AP | 23332 | JLN | 20220610 | DTS HOLDINGS, INC | 550.00 | |
| 6/14/2022 | AP | 23387 | JLN | 20220614 | GINOP SALES INC | 152.40 | |
| 6/21/2022 | AP | 23387 | JLN | 20220621 | JUNIORS DISCOUNT TIRE CENTER I | 21.95 | |
| 6/30/2022 | AP | 23411 | DARCY | 20220630 | GINOP SALES INC | 424.72 | |
| | | | | | **Total Repair and Maintenance Transactions for June:** | 3,466.21 | 13.28 |
| 7/5/2022 | AP | 23387 | JLN | 20220705 | ACE HARDWARE | 83.14 | |
| 7/6/2022 | AP | 23411 | DARCY | 20220706 | 45TH PROPERTY & POWER LLC | 170.00 | |
| 7/7/2022 | AP | 23411 | DARCY | 20220707 | NORTHERN BUILDING SUPPLY, LLC | 13.31 | |
| 7/31/2022 | AP | 23494 | CMK | 20220731 | TRUGREEN | 521.44 | |
| 7/31/2022 | AP | 23494 | CMK | 20220731 | TRUGREEN | 721.64 | |
| | | | | | **Total Repair and Maintenance Transactions for July:** | 1,509.53 | 0.00 |
| 8/15/2022 | AP | 23538 | CMK | 20220815 | NORTHERN MICHIGAN TREE DOCTOR | 296.00 | |



*** Indicates Prior Year Transactions**

**County of Leelanau**

**Account Balance Transactions**

**Date Range: June 1, 2022 Thru August 31, 2022**

**Fund:** 101 General Fund

**Department:** 850756 Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 8/26/2022 | AP | 23540 | CMK | 118764 | VOID Check# 118764 | | 296.00 |
| | | | | | **Total Repair and Maintenance Transactions for August:** | 296.00 | 296.00 |
| | | | | | **Period Repair and Maintenance Totals** | 5,271.74 | 309.28 |

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

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 6/1/2022 | AP | 23333 | JLN | 20220531 | GFL ENVIRONMENTAL | 28.59 | |
| 6/1/2022 | AP | 23333 | JLN | 20220531 | GFL ENVIRONMENTAL | 123.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/1/2022 | AP | 23387 | JLN | 20220609 | SOS ANALYTICAL | 25.00 | |
| 6/27/2022 | AP | 23387 | JLN | 20220627 | WILLIAMS AND BAY | 381.90 | |
| 6/27/2022 | AP | 23387 | JLN | 20220627 | WILLIAMS AND BAY | 214.20 | |
| | | | | | **Total Contractual Services Transactions for June:** | 947.69 | 0.00 |
| 7/1/2022 | AP | 23404 | JLN | 20220630 | GFL ENVIRONMENTAL | 28.59 | |
| 7/1/2022 | AP | 23404 | JLN | 20220630 | GFL ENVIRONMENTAL | 97.77 | |
| 7/7/2022 | AP | 23411 | DARCY | 20220707 | SOS ANALYTICAL | 50.00 | |
| 7/7/2022 | AP | 23411 | DARCY | 20220707 | SOS ANALYTICAL | 50.00 | |
| 7/7/2022 | AP | 23411 | DARCY | 20220707 | SOS ANALYTICAL | 50.00 | |
| 7/15/2022 | AP | 23461 | CMK | 20220715 | SOS ANALYTICAL | 25.00 | |
| 7/15/2022 | AP | 23461 | CMK | 20220715 | SOS ANALYTICAL | 25.00 | |
| 7/22/2022 | AP | 23461 | CMK | 20220722 | SOS ANALYTICAL | 50.00 | |
| 7/25/2022 | AP | 23461 | CMK | 20220725 | WILLIAMS AND BAY | 214.20 | |
| 7/25/2022 | AP | 23461 | CMK | 20220725 | WILLIAMS AND BAY | 381.90 | |
| | | | | | **Total Contractual Services Transactions for July:** | 972.46 | 0.00 |
| 8/1/2022 | AP | 23492 | CMK | 117205 | VOID Check# 117205 | | 1.00 |
| 8/1/2022 | AP | 23507 | CMK | 20220731 | GFL ENVIRONMENTAL | 97.77 | |
| 8/1/2022 | AP | 23507 | CMK | 20220731 | GFL ENVIRONMENTAL | 42.13 | |
| 8/2/2022 | AP | 23494 | CMK | 20220802 | SOS ANALYTICAL | 25.00 | |

*** Indicates Prior Year Transactions**

# Transaction History Listing Report

**County of Leelanau**

**Account Balance Transactions**

**Date Range: June 1, 2022 Thru August 31, 2022**

**Fund:** 101 General Fund

**Department:** 850756 Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 8/2/2022 | AP | 23494 | CMK | 20220802 | SOS ANALYTICAL | 25.00 | |
| 8/2/2022 | AP | 23494 | CMK | 20220802 | SOS ANALYTICAL | 25.00 | |
| 8/2/2022 | AP | 23494 | CMK | 20220802 | SOS ANALYTICAL | 25.00 | |
| 8/8/2022 | AP | 23507 | CMK | 20220808 | GFL ENVIRONMENTAL | 589.05 | |
| | | | | | **Total Contractual Services Transactions for August:** | 828.95 | 1.00 |
| | | | | | **Period Contractual Services Totals** | 2,749.10 | 1.00 |

**Account:** 850756-850.000 **Telephone** **Dept:** **Parks & Recreation**

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 6/13/2022 | AP | 23351 | JLN | 20220613 | CENTURYLINK | 31.90 | |
| | | | | | **Total Telephone Transactions for June:** | 31.90 | 0.00 |
| 7/13/2022 | AP | 23440 | CMK | 20220713 | CENTURYLINK | 32.81 | |
| | | | | | **Total Telephone Transactions for July:** | 32.81 | 0.00 |
| 8/13/2022 | AP | 23551 | ADMIN | 20220813 | CENTURYLINK | 32.81 | |
| | | | | | **Total Telephone Transactions for August:** | 32.81 | 0.00 |
| | | | | | **Period Telephone Totals** | 97.52 | 0.00 |

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

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 6/11/2022 | AP | 23361 | JLN | 20220611 | AT&T MOBILITY | 49.14 | |
| | | | | | **Total Telephone - Cell phone Transactions for June:** | 49.14 | 0.00 |
| 7/11/2022 | AP | 23440 | CMK | 20220711 | AT&T MOBILITY | 49.35 | |
| | | | | | **Total Telephone - Cell phone Transactions for July:** | 49.35 | 0.00 |
| 8/11/2022 | AP | 23538 | CMK | 20220811 | AT&T MOBILITY | 49.35 | |
| | | | | | **Total Telephone - Cell phone Transactions for August:** | 49.35 | 0.00 |
| | | | | | **Period Telephone - Cell phone Totals** | 147.84 | 0.00 |



*** Indicates Prior Year Transactions**

# Transaction History Listing Report

**County of Leelanau**

**Account Balance Transactions**

**Date Range: June 1, 2022 Thru August 31, 2022**

**Fund:** 101 General Fund

**Department:** 850756 Parks & Recreation

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

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 6/13/2022 | AP | 23361 | JLN | 20220622 | CHERRYLAND ELECTRIC COOPERATIV | 19.50 | |
| 6/20/2022 | AP | 23361 | JLN | 20220629 | CHERRYLAND ELECTRIC COOPERATIV | 40.61 | |
| 6/26/2022 | AP | 23382 | JLN | 20220626 | CONSUMERS ENERGY | 210.42 | |
| 6/26/2022 | AP | 23382 | JLN | 20220626 | CONSUMERS ENERGY | 35.34 | |
| 6/26/2022 | AP | 23382 | JLN | 20220626 | CONSUMERS ENERGY | 32.97 | |
| | | | | | **Total Utilities (Light-Oil) Transactions for June:** | 338.84 | 0.00 |
| 7/20/2022 | AP | 23440 | CMK | 20220720 | CHERRYLAND ELECTRIC COOPERATIV | 19.50 | |
| 7/27/2022 | AP | 23440 | CMK | 20220727 | CHERRYLAND ELECTRIC COOPERATIV | 40.61 | |
| 7/27/2022 | AP | 23460 | CMK | 20220727 | CONSUMERS ENERGY | 32.97 | |
| 7/27/2022 | AP | 23460 | CMK | 20220727 | CONSUMERS ENERGY | 43.10 | |
| 7/27/2022 | AP | 23460 | CMK | 20220727 | CONSUMERS ENERGY | 273.31 | |
| 7/27/2022 | AP | 23460 | CMK | 20220727 | CONSUMERS ENERGY | 30.49 | |
| 7/28/2022 | AP | 23473 | CMK | 20220728 | CONSUMERS ENERGY | 30.49 | |
| 7/28/2022 | AP | 23473 | CMK | 20220728 | CONSUMERS ENERGY | 273.31 | |
| 7/28/2022 | AP | 23473 | CMK | 20220728 | CONSUMERS ENERGY | 32.97 | |
| | | | | | **Total Utilities (Light-Oil) Transactions for July:** | 776.75 | 0.00 |
| 8/8/2022 | AP | 23471 | CMK | 118477 | VOID Check# 118477 | | 32.97 |
| 8/8/2022 | AP | 23471 | CMK | 118477 | VOID Check# 118477 | | 43.10 |
| 8/8/2022 | AP | 23471 | CMK | 118477 | VOID Check# 118477 | | 273.31 |
| 8/8/2022 | AP | 23471 | CMK | 118477 | VOID Check# 118477 | | 30.49 |
| 8/18/2022 | AP | 23507 | CMK | 20220818 | CHERRYLAND ELECTRIC COOPERATIV | 19.50 | |
| 8/24/2022 | AP | 23551 | ADMIN | 20220824 | CHERRYLAND ELECTRIC COOPERATIV | 40.50 | |
| 8/24/2022 | AP | 23551 | ADMIN | 20220824 | CONSUMERS ENERGY | 48.66 | |
| 8/24/2022 | AP | 23551 | ADMIN | 20220824 | CONSUMERS ENERGY | 35.37 | |
| 8/24/2022 | AP | 23551 | ADMIN | 20220824 | CONSUMERS ENERGY | 207.31 | |
| | | | | | **Total Utilities (Light-Oil) Transactions for August:** | 351.34 | 379.87 |
| | | | | | **Period Utilities (Light-Oil) Totals** | 1,466.93 | 379.87 |

**Account:** 850756-970.000 Capital Outlay Dept: Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 6/2/2022 | AP | 23309 | JLN | 20220602 | PLAYGROUND BOSS LLC. | 8,410.00 | |



*** Indicates Prior Year Transactions**

# Transaction History Listing Report

**County of Leelanau**

**Account Balance Transactions**

**Date Range: June 1, 2022 Thru August 31, 2022**

**Fund:** 101 General Fund

**Department:** 850756 Parks & Recreation

| Date | SRC | Batch | Operator | Ref # | Description | Debits | Credits |
|---|---|---|---|---|---|---|---|
| 6/28/2022 | AP | 23387 | JLN | 20220628 | GINOP SALES INC | 1,920.00 | |
| | | | | | **Total Capital Outlay Transactions for June:** | 10,330.00 | 0.00 |
| | | | | | **Period Capital Outlay Totals** | 10,330.00 | 0.00 |
| | | | | | **Grand Totals** | **23,132.39** | **690.15** |



*** Indicates Prior Year Transactions**

*Operator: CMK*

September 2, 2022

11:24AM

# REVENUE & EXPENSE REPORT - CURRENT

County of Leelanau

Period Ending Date: June 30, 2022

**Fund 101 General Fund**

**Department 850756 Parks & Recreation**

| Account Number / Account Name | Month-to-date Actual | Current Year-to-date Actual | Current Year Total Amended Budget | Percentage Spent/Received |
|---|---|---|---|---|
| **Fund 101 General Fund** | | | | |
| **Fiscal Year 2022** | | | | |
| **Department 850756 Parks & Recreation** | | | | |
| **Expenses** | | | | |
| 850756-702.000 Overtime | 0.00 | 85.99 | 1,500.00 | 5.73% |
| 850756-703.000 Salaries | 4,924.16 | 10,743.66 | 35,322.00 | 30.42% |
| 850756-703.001 Temporary Office Assistant | 642.06 | 1,901.46 | 0.00 | 100.00% |
| 850756-703.006 Salaries -non-work holiday | 183.44 | 183.44 | 533.00 | 34.42% |
| 850756-704.000 Per Diem | 120.00 | 640.00 | 2,800.00 | 22.86% |
| 850756-717.000 Social Security | 452.32 | 1,062.12 | 3,187.00 | 33.33% |
| 850756-718.000 Hospitalization | 0.00 | 3,565.00 | 7,130.00 | 50.00% |
| 850756-719.000 Retirement | 288.73 | 938.01 | 2,211.00 | 42.42% |
| 850756-720.000 Life Insurance/Disability | 78.93 | 157.86 | 579.00 | 27.26% |
| 850756-727.000 Office/Operating Supplies | 500.00 | 6,308.86 | 9,500.00 | 66.41% |
| 850756-742.000 Uniforms | 0.00 | 296.91 | 400.00 | 74.23% |
| 850756-743.000 Gas/Oil | 973.05 | 1,788.53 | 2,500.00 | 71.54% |
| 850756-775.000 Repair and Maintenance | 3,452.93 | 9,633.17 | 30,000.00 | 32.11% |
| 850756-801.000 Contractual Services | 947.69 | 4,225.00 | 18,000.00 | 23.47% |
| 850756-807.000 Membership Dues and Fees | 0.00 | 0.00 | 100.00 | 0.00% |
| 850756-850.000 Telephone | 31.90 | 191.79 | 400.00 | 47.95% |
| 850756-850.001 Telephone - Cell phone | 49.14 | 98.34 | 294.00 | 33.45% |
| 850756-860.000 Travel | 0.00 | 57.04 | 70.00 | 81.49% |
| 850756-860.001 Taxable Travel | 78.39 | 391.51 | 1,500.00 | 26.10% |
| 850756-900.000 Printing and Publishing | 0.00 | 1,047.38 | 1,200.00 | 87.28% |
| 850756-920.000 Utilities (Light-Oil) | 338.84 | 1,588.59 | 4,000.00 | 39.71% |
| 850756-940.000 Rental | 255.60 | 404.70 | 1,500.00 | 26.98% |
| 850756-942.000 Copy Machine Charges (Rental) | 0.00 | 4.32 | 30.00 | 14.40% |
| 850756-970.000 Capital Outlay | 10,330.00 | 58,207.10 | 45,000.00 | 129.35% |
| 850756-970.010 Capital Outlay under $5,000.00 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| **Expenses Total** | **23,647.18** | **103,520.78** | **171,756.00** | **60.27%** |
| **Parks & Recreation Dept Total** | **23,647.18** | **103,520.78** | **171,756.00** | **60.27%** |
| **Expenses Fund Total** | **23,647.18** | **103,520.78** | **171,756.00** | **60.27%** |

# REVENUE & EXPENSE REPORT - CURRENT

County of Leelanau
Period Ending Date: June 30, 2022

**Fund 101 General Fund**
**Department 850756 Parks & Recreation**

| Account Number / Account Name | Month-to-date Actual | Current Year-to-date Actual | Current Year Total Amended Budget | Percentage Spent/Received |
|---|---|---|---|---|
| **Net (Rev/Exp)** | **23,647.18** | **103,520.78** | **171,756.00** | |

| Beginning/Adjusted Balance | | YTD Revenues | | YTD Expenses | | Current Fund Balance |
|---|---|---|---|---|---|---|
| **7,865,862.86** | **+** | **2,059,866.82** | **-** | **7,063,329.80** | **=** | **2,862,399.88** |

| | | | | |
|---|---|---|---|---|
| **Grand Total for Expenses** | **23,647.18** | **103,520.78** | **171,756.00** | **60.27%** |
| **Grand Total Net Rev/Exp** | **23,647.18** | **103,520.78** | **171,756.00** | |



*Parameters:*
*Operator: CMK* *Period Ending Date: June 30, 2022* *Fund Range: 101 - 101 Account Range Range: 000000 - 999999*

September 2, 2022

11:23AM

# REVENUE & EXPENSE REPORT - CURRENT

County of Leelanau

Period Ending Date: July 31, 2022

**Fund 101 General Fund**

**Department 850756 Parks & Recreation**

| Account Number / Account Name | Month-to-date Actual | Current Year-to-date Actual | Current Year Total Amended Budget | Percentage Spent/Received |
|---|---|---|---|---|
| **Fund 101 General Fund** | | | | |
| **Fiscal Year 2022** | | | | |
| **Department 850756 Parks & Recreation** | | | | |
| **Expenses** | | | | |
| 850756-702.000 Overtime | 0.00 | 85.99 | 1,500.00 | 5.73% |
| 850756-703.000 Salaries | 5,071.21 | 15,814.87 | 35,322.00 | 44.77% |
| 850756-703.001 Temporary Office Assistant | 0.00 | 1,901.46 | 0.00 | 100.00% |
| 850756-703.006 Salaries -non-work holiday | 183.44 | 366.88 | 533.00 | 68.83% |
| 850756-704.000 Per Diem | 230.00 | 870.00 | 2,800.00 | 31.07% |
| 850756-717.000 Social Security | 421.80 | 1,483.92 | 3,187.00 | 46.56% |
| 850756-718.000 Hospitalization | 1,782.50 | 5,347.50 | 7,130.00 | 75.00% |
| 850756-719.000 Retirement | 294.24 | 1,232.25 | 2,211.00 | 55.73% |
| 850756-720.000 Life Insurance/Disability | 78.93 | 236.79 | 579.00 | 40.90% |
| 850756-727.000 Office/Operating Supplies | 0.00 | 6,308.86 | 9,500.00 | 66.41% |
| 850756-742.000 Uniforms | 0.00 | 296.91 | 400.00 | 74.23% |
| 850756-743.000 Gas/Oil | 206.49 | 1,995.02 | 2,500.00 | 79.80% |
| 850756-775.000 Repair and Maintenance | 1,509.53 | 11,142.70 | 30,000.00 | 37.14% |
| 850756-801.000 Contractual Services | 972.46 | 5,197.46 | 18,000.00 | 28.87% |
| 850756-807.000 Membership Dues and Fees | 0.00 | 0.00 | 100.00 | 0.00% |
| 850756-850.000 Telephone | 32.81 | 224.60 | 400.00 | 56.15% |
| 850756-850.001 Telephone - Cell phone | 49.35 | 147.69 | 294.00 | 50.23% |
| 850756-860.000 Travel | 0.00 | 57.04 | 70.00 | 81.49% |
| 850756-860.001 Taxable Travel | 64.72 | 456.23 | 1,500.00 | 30.42% |
| 850756-900.000 Printing and Publishing | 0.00 | 1,047.38 | 1,200.00 | 87.28% |
| 850756-920.000 Utilities (Light-Oil) | 776.75 | 2,365.34 | 4,000.00 | 59.13% |
| 850756-940.000 Rental | 158.70 | 563.40 | 1,500.00 | 37.56% |
| 850756-942.000 Copy Machine Charges (Rental) | 0.00 | 4.32 | 30.00 | 14.40% |
| 850756-970.000 Capital Outlay | 0.00 | 58,207.10 | 45,000.00 | 129.35% |
| 850756-970.010 Capital Outlay under $5,000.00 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| **Expenses Total** | **11,832.93** | **115,353.71** | **171,756.00** | **67.16%** |
| **Parks & Recreation Dept Total** | **11,832.93** | **115,353.71** | **171,756.00** | **67.16%** |
| **Expenses Fund Total** | **11,832.93** | **115,353.71** | **171,756.00** | **67.16%** |

# REVENUE & EXPENSE REPORT - CURRENT

County of Leelanau
Period Ending Date: July 31, 2022

**Fund 101 General Fund**
**Department 850756 Parks & Recreation**

| Account Number / Account Name | Month-to-date Actual | Current Year-to-date Actual | Current Year Total Amended Budget | Percentage Spent/Received |
|---|---|---|---|---|
| **Net (Rev/Exp)** | **11,832.93** | **115,353.71** | **171,756.00** | |

| Beginning/Adjusted Balance | | YTD Revenues | | YTD Expenses | | Current Fund Balance |
|---|---|---|---|---|---|---|
| **7,865,862.86** | **+** | **3,213,496.55** | **-** | **8,771,714.93** | **=** | **2,307,644.48** |

| | | | | |
|---|---|---|---|---|
| **Grand Total for Expenses** | **11,832.93** | **115,353.71** | **171,756.00** | **67.16%** |
| **Grand Total Net Rev/Exp** | **11,832.93** | **115,353.71** | **171,756.00** | |



*Parameters:*
*Operator: CMK* *Period Ending Date: July 31, 2022* *Fund Range: 101 - 101 Account Range Range: 000000 - 999999*

September 2, 2022

11:20AM

# REVENUE & EXPENSE REPORT - CURRENT

County of Leelanau

Period Ending Date: August 31, 2022

**Fund 101 General Fund**

**Department 850756 Parks & Recreation**

| Account Number / Account Name | Month-to-date Actual | Current Year-to-date Actual | Current Year Total Amended Budget | Percentage Spent/Received |
|---|---|---|---|---|
| **Fund 101 General Fund** | | | | |
| **Fiscal Year 2022** | | | | |
| **Department 850756 Parks & Recreation** | | | | |
| **Expenses** | | | | |
| 850756-702.000 Overtime | 292.36 | 378.35 | 1,500.00 | 25.22% |
| 850756-703.000 Salaries | 5,244.80 | 21,059.67 | 37,187.00 | 56.63% |
| 850756-703.001 Temporary Office Assistant | 120.06 | 2,021.52 | 2,500.00 | 80.86% |
| 850756-703.006 Salaries -non-work holiday | 0.00 | 366.88 | 550.00 | 66.71% |
| 850756-704.000 Per Diem | 40.00 | 910.00 | 2,800.00 | 32.50% |
| 850756-717.000 Social Security | 434.90 | 1,918.82 | 3,331.00 | 57.60% |
| 850756-718.000 Hospitalization | 0.00 | 5,347.50 | 7,130.00 | 75.00% |
| 850756-719.000 Retirement | 0.00 | 1,232.25 | 2,269.00 | 54.31% |
| 850756-720.000 Life Insurance/Disability | 78.93 | 315.72 | 579.00 | 54.53% |
| 850756-727.000 Office/Operating Supplies | 0.00 | 6,308.86 | 9,500.00 | 66.41% |
| 850756-742.000 Uniforms | 0.00 | 296.91 | 400.00 | 74.23% |
| 850756-743.000 Gas/Oil | 569.96 | 2,564.98 | 2,500.00 | 102.60% |
| 850756-775.000 Repair and Maintenance | 0.00 | 11,142.70 | 30,000.00 | 37.14% |
| 850756-801.000 Contractual Services | 827.95 | 6,025.41 | 18,000.00 | 33.47% |
| 850756-807.000 Membership Dues and Fees | 0.00 | 0.00 | 100.00 | 0.00% |
| 850756-850.000 Telephone | 32.81 | 257.41 | 400.00 | 64.35% |
| 850756-850.001 Telephone - Cell phone | 49.35 | 197.04 | 294.00 | 67.02% |
| 850756-860.000 Travel | 0.00 | 57.04 | 70.00 | 81.49% |
| 850756-860.001 Taxable Travel | 23.40 | 479.63 | 1,500.00 | 31.98% |
| 850756-900.000 Printing and Publishing | 0.00 | 1,047.38 | 1,200.00 | 87.28% |
| 850756-920.000 Utilities (Light-Oil) | -28.53 | 2,336.81 | 4,000.00 | 58.42% |
| 850756-940.000 Rental | 0.00 | 563.40 | 1,500.00 | 37.56% |
| 850756-942.000 Copy Machine Charges (Rental) | 0.00 | 4.32 | 30.00 | 14.40% |
| 850756-970.000 Capital Outlay | 0.00 | 58,207.10 | 60,000.00 | 97.01% |
| 850756-970.010 Capital Outlay under $5,000.00 | 0.00 | 0.00 | 4,000.00 | 0.00% |
| **Expenses Total** | **7,685.99** | **123,039.70** | **191,340.00** | **64.30%** |
| **Parks & Recreation Dept Total** | **7,685.99** | **123,039.70** | **191,340.00** | **64.30%** |
| **Expenses Fund Total** | **7,685.99** | **123,039.70** | **191,340.00** | **64.30%** |

# REVENUE & EXPENSE REPORT - CURRENT

County of Leelanau
Period Ending Date: August 31, 2022

**Fund 101 General Fund**
**Department 850756 Parks & Recreation**

| Account Number / Account Name | Month-to-date Actual | Current Year-to-date Actual | Current Year Total Amended Budget | Percentage Spent/Received |
|---|---|---|---|---|
| **Net (Rev/Exp)** | 7,685.99 | 123,039.70 | 191,340.00 | |

| Beginning/Adjusted Balance | | YTD Revenues | | YTD Expenses | | Current Fund Balance |
|---|---|---|---|---|---|---|
| 7,865,862.86 | + | 5,870,746.87 | - | 9,560,827.54 | = | 4,175,782.19 |

| | | | | |
|---|---|---|---|---|
| **Grand Total for Expenses** | 7,685.99 | 123,039.70 | 191,340.00 | 64.30% |
| **Grand Total Net Rev/Exp** | 7,685.99 | 123,039.70 | 191,340.00 | |



*Parameters:*
*Operator: CMK* *Period Ending Date: August 31, 2022* *Fund Range: 101 - 101 Account Range Range: 000000 - 999999*

**Myles Kimmerly Park Grub Shack Removal**

*August, 2022*

**Myles Kimmerly Park Grub Shack Removal**

*August, 2022*

This map is prepared by Leelanau County for reference purposes only. Leelanau County is not liable for any errors that may be found herein.

RHerman_06.03.2022

**Leelanau County Parks and Recreation Commission**
**Myles Kimmerly Park Committee**
Thursday, May 26, 2022 – 11:00 a.m.
Leelanau County Government Center, Suttons Bay, Michigan
*Tentative Minutes – Meeting Recorded*
https://www.leelanau.gov/meetingdetails.asp?MAId=2346

Call to Order:
A meeting of the Myles Kimmerly Park Committee was called to order by Committee Chairman Don Frerichs at 11:04 a.m.

Pledge of Allegiance:
Chairman Frerichs led the "Pledge of Allegiance."

Roll Call: Steve Christensen
Don Frerichs, *Chairman*
Rick Robbins
Michael Smith (Resigned prior to meeting.)

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

Approval of Agenda and Late Additions/Deletions:
**Motion by Christensen to approve the agenda, as presented. Seconded by Robbins.**
**Discussion – None.**
**Ayes – 3 (Christensen, Frerichs, Robbins)**
**No – 0** **Motion Passes.**

Public Comment:
Steve Stier, President, Leelanau County Historic Preservation Society, read a letter on behalf of Colton Smith, owner of the property at the north end of Cold Spring Road. In his letter, Smith expressed opposition to the prospect of building "a commercial building" on the north end of Myles Kimmerly Park (the property adjacent to the Poor Farm Barn). Stier also expressed opposition to development of the parcel and said the potential for what could be done with the park property will be "gone forever" if it is sold. He said he discovered this morning that the north side of the park may not be parkland in perpetuity, and his group would like clarification and assurance that their investment in preservation of the Poor Farm Barn is secure as part of Myles Kimmerly Park. To clarify Stier's stance, Robbins inquired if Stier would be in opposition to development on the south side of the park (across Burdickville Road/CR 616). Stier responded that he opposed the sale of any park property.

Relating to Item 5 (Signage) on the agenda, Stier requested signage be posted to discourage drivers from entering the Poor Farm Barn area via the pedestrian walkway. He suggested a sign directing drivers to enter from Cold Spring Road.

Haylee Fisher, owner of Cold Spring Farm, which is located next to the park property being considered for the fire station, was present. She implored the committee members to "find a different spot for the fire station." She said it would ruin the aesthetic and habitat of the area and after all the work that has been put into the Poor Farm (Barn) and its surrounding area, she does not understand why development is even being considered. She said it would be detrimental to her business (equestrian facility) and psychologically damaging to her horses to have a fire station nearby. Robbins clarified that "they came to us" – the County was not actively seeking a buyer for the property. Fisher added that her understanding was that the property would be parkland into perpetuity. She said the proposition to build a fire station is frightening because her livelihood is dependent on the peace and beauty of the area that brings clients to her farm with a desire to board their horses and ride.

Christensen thought that Greg Julian's (Kasson Township Supervisor) inquiry about purchasing the property was an action of due diligence in prospecting before moving on to other options.

Bradley stated that he wanted to go on record in opposition to the fire station on Myles Kimmerly Park property. He said he would rather have the fire station next to his farm than have it in Maple City.

Stier returned to speak about the money that was raised to refurbish the Poor Farm Barn with the assumption that the barn was on protected parkland. He asked the County to ensure that all Myles Kimmerly parkland remains parkland into perpetuity.

Action Items –
Approval of January 19, 2022 Meeting Minutes:
**Motion by Christensen to approve the meeting minutes dated January 19, 2022, as presented. Seconded by Robbins.**
Discussion – None.
**Ayes – 3 (Christensen, Frerichs, Robbins)**
**No – 0** **Motion Passes.**

Cedar Area Fire & Rescue Property Acquisition Request:
Regarding the proposal from Tim Stein, Supervisor, Cleveland Township and Greg Julian, Supervisor, Kasson Township to purchase approximately five acres from the north area of Myles Kimmerly Park for construction of a fire station, Chairman Frerichs explained that the Parks and Recreation Commission sent the proposal back to the Myles Kimmerly Park Committee for more discussion to determine why the Committee might approve or disapprove of the proposal. Christensen added that Glen Lake Community Schools is also interested in the property to build baseball fields. Christensen said he thought that with competing interest in the land, it was time to update the conceptual study for Myles Kimmerly Park to get a fresh focus on the Committee's aspirations for the park.

***Motion by Christensen to go for a study and a "redo" of the conceptual design for Myles Kimmerly including our wishes for the 10 acres. Seconded by Robbins.***

Discussion – Chairman Frerichs said he thought the Committee could decide the direction of the park on its own without hiring a company to do it. Christensen responded he thought it would be helpful to document a plan because of so many things being "up in the air, including the perpetuity concept." Frerichs voiced concern about the cost for the redesign, so Christensen suggested rewording the motion to "look at the cost for doing it." Evans advised that no motion was necessary for researching cost.

Christensen withdrew the motion.

Bradley said he was involved in the process of the first conceptual design and that it was "pretty seamless." He said there was public comment with many good ideas shared. He felt it was a productive endeavor and that it was "money well spent." He estimated the design was completed seven or eight years ago and that the Committee's vision had changed since then. He thought the public's vision might have changed as well. Christensen said he would research options for conceptual design work.

**Motion by Christensen to recommend to the Parks and Recreation Commission to put all activity on the 10 acres, other than what we want to do, on hold. Seconded by Robbins.**
Discussion – Christensen added this means "no, to Cedar Fire and Rescue and no, to Glen Lake Schools." Chairman Frerichs said he wanted a motion that simply stated the property was not for sale.

**Motion *amended* by Christensen to recommend to Parks and Recreation Commission to put all proposed activity on hold for the 10 acres north of Burdickville Road at Myles Kimmerly County Park *and that the property not be sold.* Seconded by Robbins.**
Discussion: Chairman Frerichs said he did not feel the "proposed activity" sentence should be included in the motion. He wanted to clearly state that the Committee did not support the sale of the property.

Christensen withdrew the motion.

**Motion by Christensen to recommend to the County Parks and Recreation Commission to refuse the request from the Cedar Area Fire and Rescue to purchase property within Myles Kimmerly Park. Seconded by Frerichs.**
Discussion: Frerichs said the motion negates the fact that someone else may come along and want to buy the property. He suggested simply stating that the Committee feels the property should never be sold. Robbins responded that the County Board most likely would not want to box themselves into a commitment to never sell the property.
**Ayes – 3 (Christensen, Frerichs, Robbins)**
**No – 0** **Motion Passes.**

**Motion by Frerichs to recommend to the Parks and Recreation Commission that the section of Myles Kimmerly Park north of Burdickville Road be put in perpetuity similar to Leelanau County "Resolution #2000-15." Seconded by Christensen.**

Discussion: None.
**Ayes – 3 (Frerichs, Robbins, Christensen)**
**No – 0** **Motion Passes.**

Grub Shack Removal:
Bradley reported the grub shack removal was still two to three weeks out. Bradley added the water has been hooked up and will have to be redone once the grub shack is gone.

Kiosk/Porta-Potty Enclosure:
Chairman Frerichs updated members on the cost of the kiosk project, which has increased from an estimate of $27,000.00 to $30,000.00 - $33,000.00, based on estimates from Northport Building Supply and a local builder. Christensen added that the walking trail could be presented to the County Board as a stand-alone project above and beyond the Commission's budget, with the kiosk project being the Committee's highest priority for Myles Kimmerly Park. Robbins said the estimate he had for paving the walking trail was between $125,000.00 - $150,000.00. Bradley said Elmer's would be contacting him to meet for an estimate for paving the trail. Christensen inquired if the Committee had voted for Option #2 of Walter's renderings for a kiosk. Frerich's thought was that the Committee had agreed on Option 2.

**Motion by Christensen to recommend to the Parks and Recreation Commission that they include this kiosk/porta-potty enclosure for the Fiscal Year 2023 County Board Budget. Seconded by Frerichs.**
Discussion: Evans reminded the group of the June 1, 2022, Executive Session at 3:30 p.m., directly following the Regular Session of the Parks and Recreation Commission meeting.
**Ayes – 3 (Christensen, Frerichs, Robbins)**
**No – 0** **Motion Passes.**

Chairman Frerichs said he thought the public might think $33,000.00 for portable toilets might be excessive and wondered if they should explore flush toilets. Christensen responded that flush toilets was a topic for future discussion; portable toilets would serve the purpose for now. Christensen discussed renovating/improving the current pit toilet to a universal access toilet. With discussion about more changes to the kiosk project, Bradley emphasized the need for an updated concept design to document a comprehensive vision for the park.

**Motion by Christensen to strike the motion recommending that the kiosk/porta-potty enclosure be included in the Fiscal Year 2023 County Board Budget. Seconded by Robbins.**
Discussion: None.
**Ayes – 3 (Christensen, Frerichs, Robbins)**
**No – 0** **Motion Passes.**

Signage –
Trails: Chairman Frerichs reported that the new signage for Myles Kimmerly and Veronica Valley Parks will be installed sometime this summer.

Disc Golf Course: Aloft Disc Golf members requested that the signs be replaced on the disc golf course. Bradley said the existing signs are in poor shape; he has talked with Greg Argyle of Aloft and he estimated $700.00 to print the signs and "a couple hundred bucks" for a map and "they" are willing to do it. Chairman Frerichs suggested that Argyle should attend the June Parks and Recreation Commission meeting to present his ideas.

Paved Loop Trail: Bradley shared some grant opportunities to raise funds for paving the loop, such as the Oleson Foundation; the Schmuckal Foundation; and the Les Biederman Foundation. Christensen reminded the group about past failures for state grant monies because of low scores on the grant applications due to the high median incomes within Leelanau County.

Dog Park: Chairman Frerichs reported he contacted the couple who sent a letter offering to support the construction of a dog park. Robbins said he felt the master plan and walking trail should be first priority before adding more projects. Frerichs mentioned the office for Bradley they had discussed by building an addition on the shop at Myles Kimmerly Park, but Bradley said he would rather focus on projects in the park that benefit the community.

Pickle Ball Courts – No discussion.

Public Comment:
None.

Committee Member Comment:
None.

Adjournment:
The meeting adjourned to the call of Chairman Frerichs at 12:15 p.m.

Respectfully submitted,

_____
Lori Eubanks, Recording Secretary

**Old Settlers Park Woodchip Installation**

*August, 2022*

**Old Settlers Park Woodchip Installation**

*August, 2022*

# PARK USE AGREEMENT

Veronica Valley County Park

THIS AGREEMENT is made and entered into this 7th day September, 2022, by and between **Leelanau County**, hereinafter referred to as **"the County,"** and **St. Mary School**, hereinafter referred to as "**Licensee.**"

**WITNESSETH:**

WHEREAS, the County controls, manages and operates Veronica Valley County Park, hereinafter referred to as "the Park"; and

WHEREAS, Licensee has requested use of Veronica Valley County Park for the purpose of hosting a **"Cross Country Invitational"** to be held **October 15, 2022.**

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter contained, the parties hereto agree to be bound by this Agreement as follows:

SECTION 1. USE GRANTED. The County grants to Licensee exclusive use of a portion of the Park for the purpose of hosting a **"Cross Country Invitational"** to be held **October 15, 2022,** from **8:00 a.m. to 1:00 p.m.** ("the Event").

Licensee agrees to coordinate with the Maintenance Director, or his designee, concerning any conditions he may have for the use of any property under his management and control. The Maintenance Director or his designee has final authority as representative of County to interpret compliance with Park rules.

SECTION 2. FEES AND DEPOSIT. Fees and deposit for usage of the premises are waived.

SECTION 3. INSURANCE – The Licensee shall procure and maintain appropriate insurance coverage for the Event, as outlined in the Leelanau County Board Policy on Insurance (See attachment "A"), which shall include coverage of athletic participants. All participants in the Event are required to sign waiver forms prior to participating in the Event.

SECTION 4. INDEMNIFICATION. Licensee agrees to defend, pay on behalf of, indemnify, and hold harmless the County, its elected and appointed officials, employees, agents and volunteers, and others working on behalf of the County against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the County, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with the Event. Licensee's indemnification obligation under this Section is not limited by the insurance required by this Agreement.

SECTION 5. NOTICE OF CLAIM. The County shall give to Licensee notice of any claim made or litigation instituted, which directly or indirectly, contingently or otherwise in any way affects or might affect it. Licensee shall have the right to compromise and participate in the defense of the claim to the extent of its own interests.

SECTION 6. DEFACEMENT OF PREMISES. Licensee shall not injure, nor mar, nor in any manner deface the Park premises or any equipment contained therein, and shall not cause or permit anything to be done whereby the said premises or equipment therein shall be in any manner injured, marred or defaced; and will not drive or permit to be driven nails, hooks, or screws into any part of any tree, building or equipment contained therein, and will not make nor allow to be made any alterations of any kind to any building or equipment contained herein.

SECTION 7. PREPARATION AND RESTORATION OF PREMISES. Licensee shall be responsible for preparation of the use area of Park for the Event, and shall also be responsible for the removal of all equipment, trash, debris, or other material of any kind or nature whatsoever that is brought in or left by any of its members, agents, servants, employees, guests, invitees, and participants. Licensee agrees to place on the premises prior to the event additional trash receptacles, and to remove them no later than the day after the Event.

SECTION 8. SECURITY. Licensee agrees to provide (at its own expense) security for the event as required by the Leelanau County Sheriff's Office.

SECTION 9. DISCRIMINATION PROHIBITED. Licensee will not on the grounds of race, color, sex, religion, physical handicap, height, weight, marital status, national origin or ancestry discriminate or permit discrimination against any person or group of persons in any manner prohibited by law.

SECTION 10. ADDITIONAL EVENTS. Licensee shall not hold, provide or sponsor any events in addition to the use granted for this Event in Section 1 hereof which require the exclusive use of a designated area of the Park.

SECTION 11. COMPLIANCE WITH LAWS AND REGULATIONS. Licensee agrees to comply with all laws, ordinances and regulations adopted or established by federal, state or local governmental agencies or bodies. Licensee agrees to abide by all rules and regulations of the Park and by any and all resolutions of the Board of County Commissioners governing the Park. The Maintenance Director or his designee has final authority as representative of the County to enforce compliance with Park rules.

SECTION 12. PUBLIC FORUM. Licensee acknowledges and agrees that the Park premises (including the licensed premises) is a traditional public forum, and that the County will make no efforts to exclude or prohibit First Amendment activities.

SECTION 13. UNAVOIDABLE HAPPENING. If, for any reason, an unforeseen event occurs, including, but not limited to fire, casualty, labor strike, or other unforeseen occurrence, which

renders impossible the fulfillment of any term of this Agreement, the Licensee shall have no right to nor claim for damages against the County.

SECTION 14. CANCELLATION. This Agreement may be canceled and terminated at any time by mutual Agreement, or by either party upon giving thirty (30) days notice of the cancellation to the other party.

SECTION 15. MODIFICATION. This Agreement may be modified, changed, or amended only as may be mutually agreed in writing between the County and Licensee.

SECTION 16. ENTIRE AGREEMENT. It is understood that this Agreement supersedes and cancels any and all prior existing arrangement between the parties hereto and their predecessors concerning the uses provided for herein. Any matters not expressly provided for in this Agreement will be at the sole discretion of County.

SECTION 17. ASSIGNMENT. It is understood and agreed that Licensee shall not sell, assign or transfer any of its rights or privileges granted hereunder without the prior written consent of County.

SECTION 18. PUBLIC SAFETY. Licensee agrees that, at all times, activities conducted will be with full regard to public safety. Licensee will observe and abide by all applicable regulations and requests by duly authorized governmental agencies responsible for public safety, and shall cooperate with the County to assure such safety.

Licensee agrees not to bring onto the premises any material, substances, equipment, or object which is likely to endanger the life of, or to cause bodily injury to, any person on the premises or which is likely to constitute a hazard to property thereon, without the prior approval of the County. The County shall have the right to refuse to allow any such material, substances, equipment or object to be brought onto the premises, and the further right to require its immediate removal.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by signature of their duly authorized officers the day and year first above written.

| Leelanau County | St. Mary School |
| --- | --- |
| _____ | Toby Wegener / Athletic Director |
| Chet Janik | |

## Exhibit "A" - LEELANAU COUNTY BOARD POLICY ON INSURANCE

| | | | |
|---|---|---|---|
| GENERAL SUBJECT: | Administration/General (County Administrator) | Policy No. | 13 |
| SPECIFIC SUBJECT: | Insurance Requirements Policy | Adopted: | 04/17/1990 |
| | | Revised: | 02/15/1994 |
| | | Revised: | 05/21/2013 |
| | | Revised: | 12/19/2017 |

APPLIES TO: All Leelanau County Employees and Elected Officials.

PURPOSE: The Leelanau County Board of Commissioners hereby establishes a policy on insurance requirements for contractors, vendors, individuals, and/or organizations receiving monies from Leelanau County. The purpose of these requirements is to assure that the parties referenced above are accepting appropriate responsibility for insuring their own operations, and that they are not unduly exposing Leelanau County taxpayers to liability and/or loss.

The Contractor, and any and all of their subcontractors, shall not commence any work until they have met the insurance requirements outlined in this policy. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to Leelanau County and have a minimum A.M. Best Company (www.ambest.com) Insurance Report rating of not less than A or A- (Excellent).

1. Workers' Compensation Insurance: The Contractor shall procure and maintain during the life of the contract, Workers' Compensation Insurance, including Employers' Liability Coverage, in accordance with all applicable statutes of the State of Michigan. Workers' Compensation and Employers' Liability Insurance are required if the party hires one or more persons or currently has employees. If a party currently does not have any employees, and is a sole proprietor, an affidavit must be filed with the County Clerk stating that the party currently has no employees and will not hire any while working for Leelanau County as a contractor or a subcontractor, etc. If a party currently does not have any employees and is incorporated (Inc.) or a limited liability corporation (LLC), they must file a Notice of Exclusion, WC-337, with the State of Michigan and then provide a copy of the State-approved document to the County Clerk.

2. Contractor's Tools & Equipment: The Contractor shall be responsible for insuring all its tools, equipment and materials which it may leave at the Project's work site. The County

shall not be responsible for any loss or damage to the Contractor's tools, equipment and materials.

3. Professional Liability (Errors and Omissions) Insurance: [For contracts for professional services, e.g., Architect, Engineers, Doctors, Dentist, etc.] The Contractor shall possess Professional Liability Insurance (errors and omissions) with limits of not less than $1,000,000.00 per occurrence or claim. If the Professional Liability Insurance is on a claims-made basis, the Contractor shall purchase extended reporting period "tail" coverage for a minimum of three (3) years after termination of the Agreement.

4. Commercial General Liability Insurance: The Contractor shall procure and maintain during the life of their contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than $1,000,000.00 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury, and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions, if applicable.

5. Motor Vehicle Liability: The Contractor shall procure and maintain during the life of their contract Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability not less than $1,000,000.00 per occurrence combined single limit, Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

6. Deductibles: The Contractor shall be responsible for paying all deductibles in its insurance coverages.

7. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating that the following shall be ***Additional Insureds***: Leelanau County, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. The Contractor's insurance coverages shall be primary to the Additional Insureds and not contributing with any other insurance or similar protection available to the Additional Insureds, regardless of whether said other available coverage be primary, contributing or excess.

8. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance, and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: "It is understood and agreed that Thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to the office of the Leelanau County Administrator.

9. Owners' and Contractors' Protective Liability: [For Contracts for Construction or Large Repair or Maintenance Projects such as road work, sewer work or building projects] The Contractor shall procure and maintain during the life of the contract, a separate Owners' and Contractors' Protective Liability Policy with limits of liability not less than $1,000,000.00 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury, and Property Damage. Leelanau County shall be "Named Insured" on said coverage. Thirty (30) day Notice of Cancellation shall apply to this policy.

10. Proof of Insurance Coverage: The Contractor shall provide Leelanau County at the time that the contracts are returned by him/her for execution, A "Certificate of Liability Insurance," on Accord Form #25, with the necessary coverages included, as listed below:

    a. Certificate of Insurance for Workers' Compensation Insurance;
    b. Certificate of Insurance for Commercial General Liability Insurance;
    c. Certificate of Insurance for Vehicle Liability Insurance;
    d. Certificate of Insurance for Professional Liability Insurance on Projects where such insurance is required.
    e. Original Policy, or original Binder pending issuance of policy, for Owners' & Contractors' Protective Liability Insurance, where such insurance is required.
    f. If so requested, Certified Copies of all policies mentioned above will be furnished.

11. If any of the above coverages expire during the term of the contract, the Contractor shall deliver renewal certificates and/or policies to the Leelanau County Administrator at least ten (10) days prior to the expiration date.

    Failure to comply with these insurance requirements could result in the termination of a contract or delay in receipt of funds. Questions regarding the scope of applicability of this policy may be directed to the Leelanau County Administrator.