



**CITY OF LOWELL  
PARKS AND RECREATION COMMISSION  
TUESDAY, NOVEMBER 17, 2020 AT 6:00 P.M.  
CITY HALL – 301 E MAIN STREET**

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
  - a. October 29, 2020
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. NEW BUSINESS
  - a. Meeting Dates for 2021
  - b.
7. OLD BUSINESS
  - a. Further Review of Mierendorf and Schaal Email Items
  - b. Discuss Recognition of Service for Perry Beachum
  - c. Update on Plaque Placement in Recreation Park
  - d. Update on Recreation Plan Priority “A” Items Completed
  - e. Update on Website Data Information
8. PARK UPDATES
  - a. Recreation Park
  - b. Stoney Lakeside Park/Dog Park/Skateboard Park
  - c. Creekside Park
  - d. Richards Park
  - e. Scout Park/Upper Bridge
  - f. Riverwalk Park/Showboat
  - g. LARA Trails
9. COMMISSIONER COMMENTS
10. ADJOURNMENT

Note: The next meeting will be December 15, 2021 at City Hall.

**LOWELL PARKS AND RECREATION COMMISSION  
SPECIAL MEETING  
THURSDAY OCTOBER 29, 2020 AT 6:00 P.M.  
CITY HALL – GRAND RIVER ROOM**

**1. CALL TO ORDER; ROLL CALL**

The meeting was called to order at 6:00 p.m. and roll was called.

Members Present: Paula Mierendorf, Theresa Mundt, Susan Pomper, and Todd Schaal

Members Absent:

Others Present: Dan Czarnecki,

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY POMPER and seconded by SCHALL to approve the agenda with the addition of items 5a.1 Review of Open Meetings Act, 5c Recognition of Perry Beachum as a past Parks Board member, and 6b update on plaque placed in Recreation Park.

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

**3. SELECTION OF NEW CHAIRPERSON**

IT WAS MOVED BY MUNDT and seconded by POMPER to nominate Paula Mierendorf as Park and Recreation Commission Chairperson

YES: 4. NO: 0. ABSENT: 1. MOTION CARRIED.

**4. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

No comments were received or discussed on this item.

## 5. NEW BUSINESS

### a.1 REVIEW OF OPEN MEETINGS ACT

Mierendorf and Czarnecki discussed how Open Meetings Act pertains to the Parks Board. There can be no decision making by the Parks Board outside of a meeting. Email information pertaining to the Parks Board should be shared with all members. Discussions of Parks Board items are not to take place via email, those discussions need to be done during meetings.

### a. REVIEW OF MIERENDORF 10/19/20 EMAIL DISCUSSIONG ITEMS

Board reviewed Mierendorf email items. There is no update on Fair finances or on the Fair's plan to move out. The fencing will be looked at by the City. Reviewed Recreation Plan action items for each park. Some confusion on what has been done and what is still remaining on the list. Discussed destination signage. Discussed website updates. Discussed repair to ice rink drainage. Discussed the extension of the Riverwalk to south of Main St. and clean up the debris along the riverbank.

IT WAS MOVED BY POMPER and seconded by MUNDT to look into all "Priority A" action items in the Recreation Plan and report back what was completed and how much was spent.

YES: 4. NO: 0. ABSENT: 0. MOTION CARRIED.

IT WAS MOVED BY SCHAAL and seconded by POMPER to recommend to City Council to update the City's website with park information including location addresses and amenities.

YES: 4. NO: 0. ABSENT: 0. MOTION CARRIED.

Discussion continued on a motion to extend the Riverwalk to south of Main St. and removing the brush/debris along the river bank area, with focus to make the river frontage friendly and accessible to those wishing to fish, kayak, and for other public uses. The motion died for lack of support.

While there are more items to discuss it was the consensus of the group to stop at this point.

ON A MOTION BY POMPER, seconded by MUNDT, THE MEETING WAS ADJORNED AT 7:35 p.m.

Respectfully submitted,  
Dan Czarnecki



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**LEE FUND**  
November 13, 2020

**FISCAL YEAR**  
**2019-2020**

CASH BALANCE:

Fund Balance available 2020-2021

\$9,897.00

EXPENDATURES:

\$ 0.00

Ending Balance:

**\$9,897.00**

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL  
PERIOD ENDING 11/30/2020  
% Fiscal Year Completed: 41.92

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2020	2020-21 AMENDED BUDGET	YTD BALANCE 11/30/2020	ACTIVITY FOR MONTH 11/30/20	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Dept 751 - PARKS							
Revenues							
101-751-593.000	KENT COUNTY YOUTH FAIR CONTRIBUTIONS	3,910.69	3,000.00	2,391.69	0.00	608.31	79.72
101-751-652.000	CREEKSIDE PARK REVENUE	525.00	900.00	0.00	0.00	900.00	0.00
101-751-653.000	PARK USER FEES	5,580.00	6,500.00	1,610.00	0.00	4,890.00	24.77
TOTAL REVENUES							
		10,015.69	10,400.00	4,001.69	0.00	6,398.31	38.48
Expenditures							
101-751-702.000	SALARIES-PERMANENT	27,841.85	36,640.29	7,971.11	789.11	28,669.18	21.76
101-751-707.000	SALARIES-TEMPORARY	10,667.22	11,273.91	7,405.75	805.79	3,868.16	65.69
101-751-708.000	STANDBY	870.03	650.00	489.42	0.00	160.58	75.30
101-751-709.000	SALARIES-OVERTIME	187.35	300.00	688.17	0.00	(388.17)	229.39
101-751-715.000	SOCIAL SECURITY	3,105.40	3,646.31	1,316.47	122.23	2,329.84	36.10
101-751-716.000	HEALTH INSURANCE	5,876.79	11,434.25	1,071.83	39.01	10,362.42	9.37
101-751-717.000	LIFE INSURANCE	74.58	95.84	15.53	3.71	80.31	16.20
101-751-717.001		0.00	1,310.21	0.00	0.00	1,310.21	0.00
101-751-718.000	PENSION	9,448.12	6,172.01	2,264.69	0.00	3,907.32	36.69
101-751-721.000	LONGEVITY	207.08	422.50	227.52	0.00	194.98	53.85
101-751-722.000	WORKERS COMPENSATION	2,171.31	2,000.00	607.18	49.68	1,392.82	30.36
101-751-723.000	DENTAL INSURANCE	281.88	372.53	55.74	6.49	316.79	14.96
101-751-723.001	OPEB CONTRIBUTION	5,000.00	0.00	0.00	0.00	0.00	0.00
101-751-724.000	EYECARE	90.14	160.83	19.73	4.71	141.10	12.27
101-751-725.000	DISABILITY INSURANCE	165.09	224.99	38.81	9.59	186.18	17.25
101-751-740.000	OPERATING SUPPLIES	5,678.36	6,000.00	1,587.60	0.00	4,412.40	26.46
101-751-744.000	UNIFORMS	111.80	750.00	0.00	(26.00)	750.00	0.00
101-751-802.000	CONTRACTUAL	38,962.76	35,000.00	10,123.67	0.00	24,876.33	28.92
101-751-850.000	COMMUNICATIONS	432.54	300.00	152.96	0.00	147.04	50.99
101-751-864.000	CONFERENCES & CONVENTIONS	0.00	750.00	0.00	0.00	750.00	0.00
101-751-910.000	INSURANCE	3,845.00	4,000.00	0.00	0.00	4,000.00	0.00
101-751-920.000	PUBLIC UTILITIES	8,622.52	9,000.00	4,578.85	0.00	4,421.15	50.88
101-751-930.000	REPAIR & MAINTENANCE	4,361.08	15,000.00	1,613.11	0.00	13,386.89	10.75
101-751-940.000	RENTALS	20,157.67	21,000.00	5,251.13	529.91	15,748.87	25.01
101-751-975.000	BUILDING IMPROVEMENTS	0.00	6,500.00	0.00	0.00	6,500.00	0.00
TOTAL EXPENDITURES							
		148,158.57	173,003.67	45,479.27	2,334.23	127,524.40	26.29
Net - Dept 751 - PARKS							
		(138,142.88)	(162,603.67)	(41,477.58)	(2,334.23)	(121,126.09)	
TOTAL REVENUES							
		10,015.69	10,400.00	4,001.69	0.00	6,398.31	38.48
TOTAL EXPENDITURES							
		148,158.57	173,003.67	45,479.27	2,334.23	127,524.40	26.29
NET OF REVENUES & EXPENDITURES							
		(138,142.88)	(162,603.67)	(41,477.58)	(2,334.23)	(121,126.09)	25.51