



**CITY OF LOWELL
PARKS AND RECREATION COMMISSION
THURSDAY, OCTOBER 13, 2022 AT 6:00 P.M.
LOWELL CITY HALL**

1. CALL TO ORDER; ROLL CALL
2. APPROVAL OF THE AGENDA
3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)
 - a. August 16, 2022
4. REVIEW FINANCIAL REPORTS
5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA
6. NEW BUSINESS
 - a. Dog Park Pavilion at Small Dog Area,
7. OLD BUSINESS
 - a. First Review of Draft Park Master Plan
8. PARK UPDATES
 - a. Recreation Park
 - b. Stoney Lakeside Park/Dog Park/Skateboard Park
 - c. Creekside Park/Community Garden
 - d. Richards Park
 - e. Scout Park
 - f. Riverwalk Park/Showboat
 - g. Miscellaneous Park Properties (Upper Bridge/McMahan/Moose/Rogers)
 - h. LARA Trails
9. COMMISSIONER COMMENTS
10. ADJOURNMENT

Note: The next regularly scheduled meeting November 15, 2022 at City Hall.

**LOWELL PARKS AND RECREATION COMMISSION
REGULAR MEETING
TUESDAY, AUGUST 16, 2022 AT 6:00 P.M.
CITY HALL**

1. CALL TO ORDER; ROLL CALL

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

Members Present: Chairperson Paula Mierendorf, Casey Butler, Theresa Mundt, Councilperson Leah Groves

Members Absent: Susan Pomper,

Others Present: Tanya DeOliveira from Williams & Works, Dan Czarnecki

IT WAS MOVED BY BUTLER and seconded by MUNDT to excuse the absence of board member Pomper.

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

2. APPROVAL OF THE AGENDA

IT WAS MOVED BY MUNDT and seconded by BUTLER to approve the agenda as written.

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

3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

IT WAS MOVED BY MIERENDORF and seconded by GROVES to approve the minutes from the July 19, 2022, regular meeting, as amended.

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

4. REVIEW FINANCIAL REPORTS

The financial information was reviewed by the board

5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA

No comments were received or discussed on this item.

6. NEW BUSINESS

YMCA Use of Creekside Park

Board went over new 3-yr agreement with the YMCA to use Creekside Park for soccer. The agreement is identical to the previous agreement, with only dates changed.

IT WAS MOVED BY MUNDT and seconded by GROVES to approve the Use Agreement with the YMCA for use of Creekside Park and recommend City Council approve the agreement..

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

7. OLD BUSINESS

a. Recreation Plan, Survey Update, Tanya DeOliveira

DeOliveira went over Focus Group questions, final list of participants for each group meeting. Focus Group meetings will be held week of September 12th and final dates/times will be determined when participants respond to their availability. Went over how the meeting would operate and how the input received will be another tool for developing a new Master Plan. Will need to have new plan approved by City Council and sent in to the State by February 1, 2023.

b. Community Garden, Paula Mierendorf

Weeds are growing well! Community Garden has been successful this year, participating members have lots of flowers and crops being grown. Still working on finding additional people that are interested in running the garden.

8. PARK UPDATES

a. Recreation Park –

b. Stoney Lakeside Park/Dog Park/Skateboard Park – beach water is still being tested weekly, with results listed on City webpage and posted on the building at the park. Pine trees are being trimmed along Bowes Rd. to improve the visibility into the park.

c. Creekside Park – Report of drinking fountain not working. DPW will check out.

d. Richards Park –

e. Scout Park

f. Riverwalk Park/Showboat –

g. Miscellaneous Park/Properties (Upper Bridge/McMahan/Moose/Rogers)

h. LARA Trails –

9. COMMISSIONER COMMENTS

Rotary is looking for community project to perform. Will be discussing possible projects at their August 31st general noon meeting. Could possibly do a project in a park.

10. ADJOURNMENT

IT WAS MOVED BY MIERENDORF, seconded by MUNDT to adjourn the meeting at 7:15 p.m.

Respectfully submitted,
Dan Czarnecki

10/07/2022

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 03/31/2022	ACTIVITY FOR MONTH 03/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 751 - PARKS						
101-751-593.000	KENT COUNTY YOUTH FAIR CONTRIBUTIONS	1,000.00	750.00	0.00	250.00	75.00
101-751-652.000	CREEKSIDE PARK REVENUE	0.00	0.00	0.00	0.00	0.00
101-751-653.000	PARK USER FEES	6,500.00	2,370.00	0.00	4,130.00	36.46
101-751-690.000-PK1301	PARKS GRANTS	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS		7,500.00	3,120.00	0.00	4,380.00	41.60
TOTAL REVENUES						
		7,500.00	3,120.00	0.00	4,380.00	41.60
Expenditures						
Dept 751 - PARKS						
101-751-702.000	SALARIES-PERMANENT	35,710.90	20,284.37	2,532.01	15,426.53	56.80
101-751-707.000	SALARIES-TEMPORARY	11,733.00	10,324.93	65.00	1,408.07	88.00
101-751-708.000	STANDBY	650.00	480.30	0.00	169.70	73.89
101-751-709.000	SALARIES-OVERTIME	300.00	553.49	0.00	(253.49)	184.50
101-751-715.000	SOCIAL SECURITY	3,702.00	2,485.06	203.42	1,216.94	67.13
101-751-716.000	HEALTH INSURANCE	5,845.56	3,263.92	426.88	2,581.64	55.84
101-751-717.000	LIFE INSURANCE	96.65	51.76	5.81	44.89	53.55
101-751-717.001	OPEB CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-751-718.000	PENSION	10,711.00	11,392.40	884.64	(681.40)	106.36
101-751-718.001	MERS DC PLAN	0.00	0.00	0.00	0.00	0.00
101-751-719.000	ACCRUED VACATION/SICK LEAVE	0.00	0.00	0.00	0.00	0.00
101-751-721.000	LONGEVITY	227.50	227.50	0.00	0.00	100.00
101-751-722.000	WORKERS COMPENSATION	2,000.00	1,003.04	83.33	996.96	50.15
101-751-723.000	DENTAL INSURANCE	378.07	202.96	27.39	175.11	53.68
101-751-723.001	OPEB CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
101-751-724.000	EYECARE	110.18	52.71	8.02	57.47	47.84
101-751-725.000	DISABILITY INSURANCE	293.24	125.96	13.84	167.28	42.95
101-751-726.000	ACCRUED WAGES	0.00	0.00	0.00	0.00	0.00
101-751-727.000	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-751-740.000	OPERATING SUPPLIES	6,000.00	1,970.77	168.64	4,029.23	32.85
101-751-744.000	UNIFORMS	750.00	232.99	0.00	517.01	31.07
101-751-802.000	CONTRACTUAL	40,000.00	34,369.12	873.75	5,630.88	85.92
101-751-850.000	COMMUNICATIONS	500.00	305.92	38.24	194.08	61.18
101-751-864.000	CONFERENCES & CONVENTIONS	1,000.00	0.00	0.00	1,000.00	0.00
101-751-910.000	INSURANCE	4,000.00	4,656.00	0.00	(656.00)	116.40
101-751-920.000	PUBLIC UTILITIES	9,500.00	8,437.02	430.23	1,062.98	88.81
101-751-930.000	REPAIR & MAINTENANCE	10,000.00	2,675.64	0.00	7,324.36	26.76
101-751-931.000	VANDALISM	0.00	0.00	0.00	0.00	0.00
101-751-940.000	RENTALS	21,000.00	17,586.73	3,017.88	3,413.27	83.75
101-751-941.000	DATA PROCESSING	0.00	0.00	0.00	0.00	0.00
101-751-955.000	MISCELLANEOUS EXPENSE	500.00	0.00	0.00	500.00	0.00
101-751-971.000	LAND	0.00	0.00	0.00	0.00	0.00
101-751-974.000	LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
101-751-975.000	BUILDING IMPROVEMENTS	65,000.00	59,600.00	0.00	5,400.00	91.69
101-751-990.000	GRANT EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS		230,008.10	180,282.59	8,779.08	49,725.51	78.38
TOTAL EXPENDITURES						
		230,008.10	180,282.59	8,779.08	49,725.51	78.38
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		7,500.00	3,120.00	0.00	4,380.00	41.60
TOTAL EXPENDITURES		230,008.10	180,282.59	8,779.08	49,725.51	78.38
NET OF REVENUES & EXPENDITURES		(222,508.10)	(177,162.59)	(8,779.08)	(45,345.51)	79.62



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LEE FUND
October 1, 2022

FISCAL YEAR
2022-2023

CASH BALANCE:	
Fund balance available 2021-2022	\$9,920.00
EXPENDITURES:	
No expenditures	
Ending Balance:	\$9,920.00