

PARKS COMMISSION

Martin D. Marshall
County Administrator

301 N. Main St. Adrian, MI 49221
p: 517-264-4508 | f: 517-264-4512
lenawee.mi.us



MEMBERS

Karol "KZ" Bolton, Ralph Tillotson, Chris Wittenbach, John Lapham, Dan Bruggeman

Agenda: Monday, July 19, 2021 – 11:00 a.m.

***In compliance with the State of Michigan authorization of electronic meetings,
this meeting will be held via ZOOM***

Join Zoom Meeting

[https://us02web.zoom.us/j/83211312367?pwd=RjIKRj](https://us02web.zoom.us/j/83211312367?pwd=RjIKRjNubHJWbXlqRWk4T1FzNTlUT09)

[NubHJWbXlqRWk4T1FzNTlUT09](https://us02web.zoom.us/j/83211312367?pwd=RjIKRjNubHJWbXlqRWk4T1FzNTlUT09)

Meeting ID: **832 1131 2367**

Passcode: 144448

Phone In

877 853 5247 US Toll-free

888 788 0099 US Toll-free

- I. **Approval of Minutes – June 21, 2021**
- II. **Finance Report**
- III. **Parks Updates**
- IV. **Updates & Other Business**
- V. **Public comment**
- VI. **Adjournment**

Parks Commission Goals

- Further development of parks and activities
- Potential projects volunteer group
- Review Parks Plan
- Partnership with forest management (LISD or Lenawee Conservation, MSU Extension, Lenawee Farm Bureau, forestry group, others) - Decrease dead wood, increase good production, tear out grape vine, clean out invasive & diseased vegetation/trees

Parks - July 15, 2021

Row Labels	Values		Percentage Used w/ Encumbrances
	Amended Budget	Actual Amount	
751 Parks & Recreation			
Revenue			
667.None - Rent/Lease, None	2,400.00	1,600.00	66.67%
687.160 - Refunds, Workers Compensation	0.00	13.60	
697.999 - Other Financing Sources, Budgeted Use of Fund Reserve	5,172.00	0.00	0.00%
699.100 - Transfers In, Appropriation	30,000.00	22,500.00	75.00%
Revenue Total	37,572.00	24,113.60	64.18%
Expenses			
705.100 - Wages - Temporary Employees, OC/Seasonal	10,005.00	7,946.69	79.43%
715.None - Matching Social Security, None	765.00	607.93	79.47%
720.None - Unemployment, None	30.00	23.84	79.47%
721.None - Workers Compensation, None	366.00	290.39	79.34%
746.None - Motor Fuel, None	2,170.00	777.14	35.81%
801.None - Professional & Contractual, None	1,721.00	0.00	0.00%
809.None - Service Contract, None	3,000.00	0.00	0.00%
840.None - Special Assessments, None	1,200.00	0.00	0.00%
844.None - Per Diems-Non Payroll, None	480.00	120.00	25.00%
900.None - Printing & Publishing, None	41.00	0.00	0.00%
920.300 - Utilities, Electric	553.00	472.82	85.50%
925.None - Refuse, None	1,450.00	923.75	63.71%
930.None - Bldg Repairs & Maint, None	5,041.00	712.64	14.14%
931.None - Equipment Repair/Maint, None	750.00	2,184.58	291.28%
936.None - Grounds, None	8,000.00	4,626.44	57.83%
999.100 - Transfer Out, General	2,000.00	0.00	0.00%
Expenses Total	37,572.00	18,686.22	49.73%

Benchmark: 53.70%

Cash = \$118,244.09

Parks - Restricted Monies

7/15/2021

GENERAL

Donations as of 1/1/2021 (carried forward) 9,641.14

<u>Projects</u>	<u>Expended</u>
Snider Recreation	967.80

2021 Expenditures (967.80)

Contributions/donations currently available 8,673.34

GERBER

Donations as of 1/1/2021 (carried forward) 17,406.30

<u>Open Projects</u>	<u>Encumbered</u>	<u>Expended</u>
Snider Recreation		967.80

2021 Expenditures (967.80)

Contributions/donations currently available 16,438.50

TAYLOR ROAD

Donations as of 1/1/2021 (carried forward) 4,276.57

open projects	encumbered	expended
Plaques and Posts	46.66	-
Native American Grasses	700.00	-
Visit Lenawee signage	2,000.00	-

2021 potential expenditures (2,746.66)

Contributions/donations currently available 1,529.91

RAMSDELL NATURE PRESERVE

Donation 1/1/2021 (carried forward) 15,000.00

Capital Parks Fund - Projects
July 15, 2021

Proj #	DESCRIPTION	BUDGET	PTD	BALANCE
REVENUE PROJECTS				
PK2101	QUARTERLY APPROPRIATION	30,000.00	22,500.00	7,500.00
		30,000.00	22,500.00	7,500.00
EXPENSE PROJECTS				
PK2103	MEDINA PARK HORSESHOE PIT	500.00	209.65	290.35
PK2104	TAYLOR ROAD PARK SIGNAGE	2,000.00	-	2,000.00
PK2105	IRON LAKE DEAD TREE REMOVAL	2,800.00	-	2,800.00
		5,300.00	209.65	5,090.35
	NET CHANGE IN FUND	24,700.00	22,290.35	2,409.65

Standing of Capital Parks Fund (Fund 401.901.851) as of 07/15/2021	
Beginning fund balance:	(12,922.98)
2021 revenues:	7,575.00
2021 expenses:	1,172.15
Current fund balance	(19,325.83)

LENAWEE COUNTY PARKS COMMITTEE**Buildings and Grounds Report 6/13/2021 - 7/11/2021****Date 7/19/2021**

Location	# of Work Orders	Hours	Minutes	Ongoing/Upcoming Concerns
BICENTENNIAL	12	42	30	GPR - Dr. Duane Quates & Jessica Yann
GERBER	10	40	0	ARF for fence posts NTE \$10,200
IRON LAKE	0	0	0	
MEDINA	6	38	45	
RAMSDELL	0	0	0	Cleaning around pond areas with brushcutter
TAYLOR ROAD	0	0	0	Working with Visit Lenawee to put up the trail signage and reface the Kioskes
PARKS IN GENERAL	0	0	0	Trees have fallen all over most of the parks. A lot to clean up.



Action Request Form

To: Physical Resources Committee

DATE: JUNE 21, 2021

www.lenawee.mi.us

FROM: Mike Sexton

To go before the Committee at the meeting set for

DEPT: B&G - GERBER PARK

DATE: JULY 19, 2021

1) DESCRIPTION OF REQUEST

REQUEST APPROVAL TO HAVE FENCE POST INSTALLED ON N & S SIDE OF CARROLL RD. FROM NORTHWOODS FENCING NTE PRICE OF \$10,200.
(\$7,500 CAP + \$2,700 GERBER RESTRICTED)
(\$9,450 BID + \$750 ADDITIONAL POST/MISC ITEMS)

Amount Requested: NTE \$10,200.00

Account Number:

List Attachments: Quotes - Marleau Hercules / Adrian Tecumseh Fence / Northwoods fencing

Request Submitted
by:

Upcoming agenda items shall be reported to the Administrator at least seven (7) days prior to the meeting.
All supporting information shall be submitted to the Administrator's Office no later than 3:30 pm the day preceding the meeting, or by noon on the day of scheduled evening meetings.
Exceptions may only be approved by the Chairperson, or in his/her absence, the Vice Chairperson of that Committee.

Request reviewed and is to be placed on the agenda:

Martin D. Marshall, Administrator

Date



ESTABLISHED 1889

4333 N. DETROIT AVENUE
TOLEDO, OHIO 43612
PHONE (419) 476-8555 • FAX (419) 476-8559
1-800-878-8558
www.marleaufence.com

Proposal

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michael.sexton@lenawee.mi.us

PROPOSAL SUBMITTED TO

LENAAWEE COUNTY BUILDINGS & GROUNDS

STREET

320 SPRINGBROOK AVE.

CITY, STATE AND ZIP

ADRIAN, MI 49221

ATTN: MICHAEL SEXTON

PHONE

DATE

6/8/21

JOB NAME

GERBER PARK

JOB LOCATION

14260 CARROLL RD

JOB PHONE

BLISSFIELD, MI

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

FURNISH AND INSTALL 5" TO 6" DIAMETER X 8' LONG PRESSURE TREATED
ROUND POSTS, TAMPED TIGHTLY INTO PLACE, ALONG THE NORTH
AND THE SOUTH SIDES OF CARROLL ROAD, AS DIRECTED.
THERE WILL BE APPROXIMATELY 280-290 POSTS.
TOTAL COST \$19,586.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

\$15 ABOVE

Payment to be made as follows:

PAYMENT ON COMPLETION.

PLEASE READ BEFORE SIGNING THIS ORDER

BUYER AGREES TO FURNISH AND INSTALL FOR THE BUYER THE ABOVE SPECIFIED QUANTITY OF FENCING, POSTS AND GATES, IN THE HEIGHT, SIZE AND TYPE SPECIFIED, AS SOON AS IS CONVENIENT. SELLER AGREES TO MAKE (5) WORK DAYS PRIOR TO COMMENCEMENT OF THE WORK. CHANGES MADE WHILE WORK IS IN PROGRESS REQUIRING EXTRA TIME AND OR MATERIALS, MUST BE NOTED IN WRITING, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE CONTRACT PRICE. BUYER AGREES TO PAY FOR THE MATERIALS AND SERVICES DESCRIBED ABOVE IN ACCORDANCE WITH THE TERMS NOTED ON THIS CONTRACT. ACCOUNTS NOT PAID WITHIN THE ABOVE TERMS BECOME DELINQUENT AND WILL BE SUBJECT TO A SERVICE CHARGE OF 1% PER MONTH (12% PER YEAR). IN THE EVENT OF A BREACH OF CONTRACT BY BUYER, SELLER SHALL BE ENTITLED TO ALL REMEDIES AND DAMAGES ALLOWED BY LAW INCLUDING REIMBURSEMENT OF EXPENSES INCURRED IN PURSUING SUCH REMEDIES. THIS CONTRACT MAY BE CANCELLED WITHIN 3 WORKING DAYS AFTER SIGNATURE.

Acceptance of Proposal

ALL QUOTATIONS ARE BASED ON NORMAL DIGGING CONDITIONS AND SUCH SPECIAL CONDITIONS WHICH ARE APPARENT UPON OUR SITE INSPECTION. WHERE HIDDEN OBSTACLES, SUCH AS ROCK OR SHALE FORMATIONS, STUMPS, BROKEN PAVEMENT, CONCRETE OR OTHER FILLED IN MATERIALS, BURIED BUILDING FOUNDATIONS OR SLABS, ETC. OCCUR, AN EXTRA CHARGE SHALL BE MADE TO PAY FOR EXTRA TIME AND EQUIPMENT NEEDED TO DIG THROUGH SAME. BUYER IS ADVISED THAT WOOD POSTS, RAILS, BOARDS, ETC. USED IN WOOD FENCES ARE SUBJECT TO NORMAL CONDITIONS OF SHRINKAGE, DRYING, GAPPING, CHECKING AND OR SEPARATING, AS THIS IS A NATURAL OCCURRENCE AS WOOD SEASONS.

Authorized
Signature

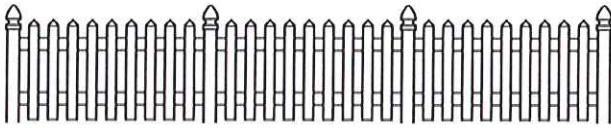
James Schia

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Signature _____ Date _____

Signature _____ Date _____

(I HAVE READ TERMS AND CONDITIONS AND AGREE TO THEM AS STATED).



PROPOSAL/CONTRACT

ADRIAN-TECUMSEH FENCE
5606 S. Occidental Hwy. Suite C
Tecumseh, Michigan 49286
517-423-4064
adrianfenceonline.com
adriantecumseh@yahoo.com
2101204744
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06/03/2021

Customer Information:

Lenawee County Buildings & Grounds
Michael Sexton
320 Springbrook Ave.
Adrian, Michigan 49221

Job Information:

Gerber Park
14260 Carroll Rd.
Blissfield, MI.

Notes:

Supply & install (286) 5"/6" x 8' round treated post dug and tamped, along the road on the North side and South side of Carroll Rd. in place of the existing 3 rail split rail that will be removed by customer.

The cost per post is \$61.15 with labor and \$24.80 per post without labor.

To accept this bid please read, sign and return.

Thank you for this opportunity to bid your project.

ADRIAN-TECUMSEH FENCE assures above fence to be free from defects in materials and workmanship for one year.

ADRIAN-TECUMSEH FENCE shall advise the customer as to local zoning regulations and responsibility for complying with said regulations and obtaining any required permits shall rest with the ADRIAN-TECUMSEH FENCE. ADRIAN-TECUMSEH FENCE will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does ADRIAN-TECUMSEH FENCE assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

ADRIAN-TECUMSEH FENCE will assume the responsibility for having underground public utilities located and marked. However, ADRIAN-TECUMSEH FENCE assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing ADRIAN-TECUMSEH FENCE to dig in the immediate vicinity of known utilities.

The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job

site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates.

Additional charges for any extra work not covered in this contract that was requested by the customer will also be added (including but not limited to underground hazards found during installation such as rock, roots, etc.).

The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 30 days after completion of any work invoiced. All materials will remain the property of ADRIAN-TECUMSEH FENCE until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

Approved & Accepted for Customer:

Contract Amount: \$ 17488.00
Down Payment: \$ _____
Balance Due: \$ 17488.00

Customer

Date

Accepted for ADRIAN-TECUMSEH FENCE:

Scott A. Craft

6/3/21

Salesperson

Date

Northwoods Fencing LLC

12213 Burton Rd
Manitou Beach, MI 49253 US
+1 5172521239
northwoods fencing12@gmail.com

Estimate

ADDRESS
Lenawee County Building & Grounds
320 Springbrook Ave. Ste.101
Adrian MI 49221

ESTIMATE 1004
DATE 06/21/2021

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Sales	SYP posts 5-6"x8' round, pressure treated posts	357	15.00	5,355.00
Sales	Installation Labor			4,095.00
TOTAL				\$9,450.00

Accepted By

Accepted Date







