

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, June 21, 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/83723035928?pwd=MVlndHFMMWswajJpTnBsWjFrc2cvZz09

Meeting ID: **837 2303 5928**

Passcode: **249338**

Phone In

877 853 5247 US Toll-free

888 788 0099 US Toll-free

- I. **Approval of Minutes – May 17, 2021**
- II. **Finance Report**
- III. **Parks Updates**
 - A. **Iron Lake – Project Closure Request**
 - B. **Iron Lake – Tree Service Request**
- 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 - June 16, 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%
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	24,100.00	64.14%
Expenses			
705.100 - Wages - Temporary Employees, OC/Seasonal	10,005.00	5,542.36	55.40%
715.None - Matching Social Security, None	765.00	423.99	55.42%
720.None - Unemployment, None	30.00	16.62	55.40%
721.None - Workers Compensation, None	366.00	202.94	55.45%
746.None - Motor Fuel, None	2,170.00	226.43	10.43%
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	80.00	16.67%
900.None - Printing & Publishing, None	41.00	0.00	0.00%
920.300 - Utilities, Electric	553.00	326.45	59.03%
925.None - Refuse, None	1,450.00	715.00	49.31%
930.None - Bldg Repairs & Maint, None	5,041.00	674.18	13.37%
931.None - Equipment Repair/Maint, None	750.00	1,942.92	259.06%
936.None - Grounds, None	8,000.00	4,667.16	58.34%
999.100 - Transfer Out, General	2,000.00	0.00	0.00%
Expenses Total	37,572.00	14,818.05	39.44%

Benchmark: 45.75%
Cash = \$122,098.66

Parks - Restricted Monies

6/16/2021

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

Parks Fund - Projects
June 16, 2021

Proj #	DESCRIPTION	BUDGET	PTD	BALANCE
REVENUE PROJECTS				
PK2101	QUARTERLY APPROPRIATION	30,000.00	15,000.00	15,000.00
		30,000.00	15,000.00	15,000.00
EXPENSE PROJECTS				
PK2102	IRON LAKE PICNIC TABLE	1,000.00	962.50	37.50
PK2103	MEDINA PARK HORSESHOE PIT	500.00	24.16	475.84
PK2104	TAYLOR ROAD PARK SIGNAGE	2,000.00	-	2,000.00
		3,500.00	986.66	2,513.34
	NET CHANGE IN FUND	26,500.00	14,013.34	12,486.66

Standing of Parks Fund (Fund 208) as of 06/16/2021		
Beginning fund balance:	(112,416.71)	
2021 revenues:	24,100.00	
2021 expenses:	14,818.05	
Current fund balance	(103,134.76)	



Action Request Form

To: Physical Resources Committee

DATE: JUNE 1, 2021

www.lenawee.mi.us

FROM: Mike Sexton

To go before the Committee at the meeting set for

DEPT: B&G - IRON LAKE PARK

DATE: JUNE 21, 2021

1) DESCRIPTION OF REQUEST

REQUEST TO CLOSE CPPK-2102 INGROUND PICNIC TABLE

Amount Requested: \$1000.00 - (\$962.50)

Account Number: 208.751-936 - CPPK.2102

List Attachments:

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

LENAWEE COUNTY PARKS COMMITTEE

Buildings and Grounds Report 5/9/2021 - 6/13/2021

Date 6/21/2021

Location	# of Work Orders	Hours	Minutes	Ongoing/Upcoming Concerns
BICENTENNIAL	9	45	30	Clearing fence rows and trails of brush Filled in driveway entrance GPR - Dr. Duane Quates & Jessica Yann
GERBER	7	42	0	Cleanup of brush piles around park as needed Painting of restrooms (caretaker) Waiting on vendor bids for fencing
IRON LAKE	0	0	0	ARF approval to pay for removal dead trees Dock and raft installed Close ARF CPPK2102 Picnic table
MEDINA	16	92	30	Hshoe pit work being done Water turned on Brush and large logs moved around
RAMSDELL	0	0	0	Clearing of dead trees and brush will continue
TAYLOR ROAD	5	7	30	Brush cutting oak opening and under powerlines soon
PARKS IN GENERAL	0	0	0	Parks are all open

Dr. Duane Quates,

received his PhD from MSU. He's been a federal archaeologist for quite some time; he worked as an archaeologist for Fort Drum in New York for several years, and now he is the archaeologist for USDA-NRCS.

Jessica Yann,

PhD in archaeology from MSU, current position is as an Assistant Professor of Anthropology at MSU doing archaeology, also the archaeology collections manager and NAGPRA Assistant. She works with Tribal representatives to ensure the respectful return on ancestral remains and to facilitate the respectful care and treatment of indigenous archaeological collections. She also does outreach, in the form of identifying artifacts and providing archaeological expertise to landowners doing development projects.

They are planning on bringing Dr. Quates GPR equipment as well as his resistivity survey equipment to ensure he gets enough data to determine if anything is present around the stone markers.

4685 SHEPHERD RD

5000 TIPTON HWY BLK

Black Creek

Black Creek

5000 TIPTON HWY BLK

5000 TIPTON HWY BLK

5452 TIPT

5626 T

Bi-Centennial Park
Woods Natu

Black Creek



Action Request Form

To: Physical Resources Committee

DATE: JUNE 15, 2021

www.lenawee.mi.us

FROM: Mike Sexton

To go before the Committee at the meeting set for

DEPT: B&G - IRON LAKE PARK

DATE: JUNE 21, 2021

1) DESCRIPTION OF REQUEST	REQUEST APPROVAL OF EMERGENCY DEAD TREE REMOVAL @ A COST OF \$2800.00.
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Amount Requested: \$2800.00

Account Number: 208.751-936

List Attachments: J&J tree trimming LLC.

Request Submitted
by: _____

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Request reviewed and is to be placed on the agenda: _____

Martin D. Marshall, Administrator

Date



J & J Tree Trimming LLC
10380 Brookside Dr.
Tecumseh MI 49286

Proposal #273
Created: 05/13/2021
From: John

Proposal For

Mike Sexton

12401 Egan Hwy
Brooklyn, MI 49230

main: 1-517-902-7028
michael.sexton@lenawee.mi.us

Location

12401 Egan Hwy
Brooklyn, MI 49230

Brooklyn MI- 12401 Egan Hwy 49230

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
1) Tree Removal Remove several dead tree's that are hanging over neighbors fence/yard. Also the dangerous tree's that could fall into driveway. Also clean up low hanging branches that could get into car's/boats. Chip all branches. Leave wood on-site if salvageable.	1	\$ 2,800.00	\$ 2,800.00

Please sign indicating acceptance of proposal: The above prices, specifications and conditions are satisfactory and hereby accepted. J & J Tree Trimming LLC., is authorized to do the work as specified. A cancellation charge of 10% of the total sum of the contract agreement amount will apply for any cancellation of scheduled work if canceled due to no fault of J & J Tree Trimming LLC.

TOTAL \$ 2,800.00

Signature

x

Date:

Please sign here to accept the terms and conditions