

Agenda
Parks & Recreation Committee
Village of Lexington
7227 Huron Avenue
Lexington, MI 48450

DATE: July 10, 2023
TIME: 6:00 P.M.
LOCATION: Village Hall

CALL TO ORDER OF REGULAR MEETING:

ROLL CALL: Dickinson, Klaas, Muoio, Sutton, Fisher, Fulton, McMahon

APPROVAL OF AGENDA:

APPROVAL OF MINUTES: June 19, 2023

PUBLIC COMMENT:

UNFINISHED BUSINESS:

1. Spark Grant for Lester Street Park Update
2. Pickleball Request
3. Grills for Tierney Park
4. Harbor Development Committee

NEW BUSINESS:

1. New Village Manager
2. Chairperson
3. Parks & Rec Committee Rules

CORRESPONDENCE:

PUBLIC COMMENT:

ADJOURNMENT:

Parks and Rec Regular Meeting Minutes

Date: Monday, June 19, 2023

Call to Order at 6:00 pm by Chairperson Sutton

Roll Call by Michelle Irwin:

Present: Dickinson, Klaas, Muoio, Sutton, Fulton

Absent: Fisher, McMahon

Quorum Present

Others Present M. Irwin, Jerry Scott, Chris Heiden, Kathy DeCoster, and Doug Roehl

APPROVAL OF AGENDA:

Motion by Fulton, seconded by Klaas to approve the agenda as amended, New Business to be in front of Unfinished Business.

All Ayes

Motion Carried

APPROVAL OF MINUTES:

Not Approved at this meeting. Will have to approve at next meeting.

PUBLIC COMMENT: none noted

AGENDA:

NEW BUSINESS:

- 1. DPW Projects and Special Events-** Review of DPW duties and work that is done throughout the Village and especially the parks. Discussion on work orders and when they are needed. Due to the absence of a manager, Heiden stated if there are questions about things that are noticed reach out, instead of being frustrated. Scott stated there are items that should be addressed: the boardwalk and handicap access at Tierney. They are trying to keep things pieced together since there are upcoming renovations at the park. Klaas asked if a maintenance plan prior to projects beginning should be addressed. Heiden requested that they be kept in the loop during the planning phase to assist. Culvert is in and they will have sand once the dredging at the harbor begins.

UNFINISHED BUSINESS:

- 1. Spark Grant 2nd Round McKenna-** Klaas and Sutton spoke to McKenna and they are helping with the wording for some areas of the grant. The space allowed is limited and finding the best terms to use for funding is important. A few areas are still in process, with rewrites on verbiage. The content is all there. Letters are being obtained for support for local community groups and organizations. Lion's Club was approached for a letter and declined, Klaas stated at one time the group was going to look into grants to help with the project, but has since changed their minds. Sutton to take letter to Sandusky for support form Council on the Aging.

2. Spark Grant Draft- Discussion on getting the final edits to verbiage to send to Council and the last few things- letters, signature pages, and deeds, that will be needed to send it off to the state. Motion by Klaas, seconded Fulton to approve the 2nd round of the Spark grant for Lester Park and send it to Village Council. No further discussion.

Roll Call- Ayes- Klaas, Fulton, Dickinson, Muoio, Sutton
Nays- none

Motion Carried

CORRESPONDENCE- Email from McMahon about pickle ball courts. Committee had questions about materials that were going to be used and tabled discussion until McMahon would be available to respond. Fulton concerned with damage that could occur once the tape is removed. Stated he has seen it happen in the past.

Board Discussion- Discussion about refilling the boxes in the parks.

PUBLIC COMMENT- DeCoster(5203 Main) Stated that she is on the Environmental Committee and was unaware of the request for letter. What is needed for the letter of support? Asked where the process is at with grill replacement. Stated that just about every one of the tops on the stone garbage cans at Tierney are broken. Commented that she is glad that the DPW does inspection of the parks. Requested that DPW give a report. Should consider golf cart parking at Tierney, foresees that this is going to be a problem. Questioned where Kaatz's got her information on land contained contaminates at Lester, stated that should be some kind of a report and the committee should look into that further and not take one person's word for it.

ADJOURNMENT: Motion by Klaas, seconded by Fulton to adjourn: 6:48 pm.

All Ayes

Next Meeting- July 10, 2023 @ 6pm in the Village Hall.

Respectfully submitted, Michelle Irwin
June 19, 2023

PARKS AND REC

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	2022-23 INCREASE (DECREASE)	ACTIVITY FOR MONTH 06/30/2023	YTD BALANCE 06/30/2023	% BDGT USED
					NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND							
Revenues							
Dept 774 - RECREATION/PARKS							
101-774-671.100	VENDOR PERMIT	0.00	750.00	80.00		825.00	110.00
101-774-671.500	MISC ACCT OF REVENUE	0.00	220.00	10.00		270.00	122.73
101-774-675.000	DONATIONS	0.00	1,497.00	0.00		1,497.27	100.02
Total Dept 774 - RECREATION/PARKS		0.00	2,467.00	90.00		2,592.27	105.08
TOTAL REVENUES							
		0.00	2,467.00	90.00		2,592.27	105.08
Expenditures							
Dept 774 - RECREATION/PARKS							
101-774-702.000	CLERICAL	0.00	213.00	56.70		269.57	126.56
101-774-703.600	DPW WAGES	24,000.00	18,500.00	3,398.56		18,722.82	101.20
101-774-703.650	DPW-WATER WAGES OVERTIME	0.00	300.00	0.00		290.41	96.80
101-774-704.100	MATCH - SOCIAL SECURITY	2,000.00	1,400.00	262.80		1,468.76	104.91
101-774-704.200	BLUE CROSS	8,000.00	9,000.00	543.49		7,373.42	81.93
101-774-704.300	LIFE INSURANCE	300.00	400.00	0.00		342.52	85.63
101-774-704.400	PENSION	6,200.00	3,000.00	284.65		2,766.07	92.20
101-774-704.401	AXA EQUITABLE MATCH	1,000.00	720.00	87.53		718.40	99.78
101-774-704.500	MICH EMP SEC COM	200.00	200.00	28.26		129.51	64.76
101-774-704.550	WORKERS COMP INSURANCE	1,000.00	1,107.00	0.00		1,106.95	100.00
101-774-740.000	SUPPLIES	20,000.00	13,000.00	1,677.44		11,084.02	85.26
101-774-801.000	ELECTRIC-DETROIT EDISON	1,300.00	1,174.00	108.86		1,074.44	91.52
101-774-805.000	ADVERT/PUBLICATIONS	0.00	60.00	0.00		52.80	88.00
101-774-820.000	CONTRACTED SERVICES	13,600.00	13,600.00	400.00		11,600.00	85.29
101-774-824.000	MAINTENANCE	10,000.00	0.00	0.00		0.00	0.00
101-774-910.000	LIABILITY INSURANCE	1,006.00	500.00	0.00		403.21	80.64
101-774-971.000	CAPITAL OUTLAY	5,000.00	15,000.00	12,600.00		12,600.00	84.00
Total Dept 774 - RECREATION/PARKS		93,606.00	78,174.00	19,448.29		70,002.90	89.55
TOTAL EXPENDITURES							
		93,606.00	78,174.00	19,448.29		70,002.90	89.55
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		0.00	2,467.00	90.00		2,592.27	105.08
TOTAL EXPENDITURES		93,606.00	78,174.00	19,448.29		70,002.90	89.55
NET OF REVENUES & EXPENDITURES		(93,606.00)	(75,707.00)	(19,358.29)		(67,410.63)	89.04
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		0.00	2,467.00	90.00		2,592.27	105.08
NET OF REVENUES & EXPENDITURES		93,606.00	78,174.00	19,448.29		70,002.90	89.55
		(93,606.00)	(75,707.00)	(19,358.29)		(67,410.63)	89.04

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
06/01/2023			101-774-702.000 CLERICAL		BEG. BALANCE		212.87
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		56.70		269.57
06/30/2023			101-774-702.000	END BALANCE	56.70	0.00	269.57
101-774-703.600 DPW WAGES							
06/01/2023			101-774-703.600 DPW WAGES		BEG. BALANCE		15,324.26
06/07/2023	PR	CHK	SUMMARY PR 06/07/2023		782.15		16,106.41
06/14/2023	PR	CHK	SUMMARY PR 06/14/2023		679.19		16,785.60
06/21/2023	PR	CHK	SUMMARY PR 06/21/2023		878.20		17,663.80
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		1,059.02		18,722.82
06/30/2023			101-774-703.600	END BALANCE	3,398.56	0.00	18,722.82
101-774-703.650 DPW-WATER WAGES OVERTIME							
06/01/2023			101-774-703.650 DPW-WATER WAGES OVERTIME		BEG. BALANCE		290.41
06/30/2023			101-774-703.650	END BALANCE	0.00	0.00	290.41
101-774-704.100 MATCH - SOCIAL SECURITY							
06/01/2023			101-774-704.100 MATCH - SOCIAL SECURITY		BEG. BALANCE		1,205.96
06/07/2023	PR	CHK	SUMMARY PR 06/07/2023		59.52		1,265.48
06/14/2023	PR	CHK	SUMMARY PR 06/14/2023		51.65		1,317.13
06/21/2023	PR	CHK	SUMMARY PR 06/21/2023		66.75		1,383.88
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		84.88		1,468.76
06/30/2023			101-774-704.100	END BALANCE	262.80	0.00	1,468.76
101-774-704.200 BLUE CROSS							
06/01/2023			101-774-704.200 BLUE CROSS		BEG. BALANCE		6,829.93
06/07/2023	PR	CHK	SUMMARY PR 06/07/2023		114.13		6,944.06
06/14/2023	PR	CHK	SUMMARY PR 06/14/2023		109.25		7,053.31
06/21/2023	PR	CHK	SUMMARY PR 06/21/2023		151.86		7,205.17
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		168.25		7,373.42
06/30/2023			101-774-704.200	END BALANCE	543.49	0.00	7,373.42
101-774-704.300 LIFE INSURANCE							
06/01/2023			101-774-704.300 LIFE INSURANCE		BEG. BALANCE		342.52
06/30/2023			101-774-704.300	END BALANCE	0.00	0.00	342.52
101-774-704.400 PENSION							
06/01/2023			101-774-704.400 PENSION		BEG. BALANCE		2,481.42
06/07/2023	PR	CHK	SUMMARY PR 06/07/2023		50.17		2,531.59
06/14/2023	PR	CHK	SUMMARY PR 06/14/2023		32.56		2,564.15
06/21/2023	PR	CHK	SUMMARY PR 06/21/2023		100.44		2,664.59
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		101.48		2,766.07
06/30/2023			101-774-704.400	END BALANCE	284.65	0.00	2,766.07
101-774-704.401 AXA EQUITABLE MATCH							
06/01/2023			101-774-704.401 AXA EQUITABLE MATCH		BEG. BALANCE		630.87
06/07/2023	PR	CHK	SUMMARY PR 06/07/2023		21.47		652.34
06/14/2023	PR	CHK	SUMMARY PR 06/14/2023		23.78		676.12
06/21/2023	PR	CHK	SUMMARY PR 06/21/2023		17.84		693.96
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		24.44		718.40
06/30/2023			101-774-704.401	END BALANCE	87.53	0.00	718.40
101-774-704.500 MICH EMP SEC COM							
06/01/2023			101-774-704.500 MICH EMP SEC COM		BEG. BALANCE		101.25
06/07/2023	PR	CHK	SUMMARY PR 06/07/2023		8.60		109.85
06/14/2023	PR	CHK	SUMMARY PR 06/14/2023		5.99		115.84
06/21/2023	PR	CHK	SUMMARY PR 06/21/2023		5.08		120.92
06/28/2023	PR	CHK	SUMMARY PR 06/28/2023		8.59		129.51
06/30/2023			101-774-704.500	END BALANCE	28.26	0.00	129.51
101-774-704.550 WORKERS COMP INSURANCE							
06/01/2023			101-774-704.550 WORKERS COMP INSURANCE		BEG. BALANCE		1,106.95
06/30/2023			101-774-704.550	END BALANCE	0.00	0.00	1,106.95
101-774-740.000 SUPPLIES							
06/01/2023			101-774-740.000 SUPPLIES		BEG. BALANCE		9,406.58
06/09/2023	AP	INV	TRASH BAGS CLEANING SUPPLY	6401	278.16		9,684.74
06/09/2023	AP	INV	MHP CEM.SEWER DPW, PARKS	STMT 5/2023 ACT 1	41.94		9,726.68
06/09/2023	AP	INV	GRASS SEED MULTI FUNDS	07202761 DUE6/15	21.25		9,747.93
06/14/2023	AP	VOID	Void Invoice 6401 CUTLER JAN	6401		278.16	9,469.77
06/16/2023	AP	INV	TRASH BAGS CLEANING SUPPLY	6401.	278.16		9,747.93
06/16/2023	AP	INV	TRASH BAGS CLEANING	6438.	364.00		10,111.93
06/16/2023	AP	INV	MULTI FUNDS -	2472 DUE JN 22 20	64.05		10,175.98
06/16/2023	AP	INV	MULTI FUNDS -	2472 DUE JN 22 20	48.54		10,224.52
06/16/2023	AP	INV	MULTI FUNDS -	2472 DUE JN 22 20	33.64		10,258.16
06/16/2023	AP	INV	MULTI FUNDS -	2472 DUE JN 22 20	13.85		10,272.01
06/16/2023	AP	INV	WEED WHIP LINE	140344140	11.75		10,283.76
06/16/2023	AP	INV	MULCH FOR PARK	1254156	258.76		10,542.52
06/22/2023	AP	INV	CLEANING SUPPLY	6506	236.50		10,779.02
06/30/2023	AP	INV	TRASH BAGS AND CLEANING SUPPLY DDA &	6532	305.00		11,084.02
06/30/2023			101-774-740.000	END BALANCE	1,955.60	278.16	11,084.02
101-774-801.000 ELECTRIC-DETROIT EDISON							
06/01/2023			101-774-801.000 ELECTRIC-DETROIT EDISON		BEG. BALANCE		965.58
06/16/2023	AP	INV	MULTI FUNDS	DUE JUNE 30 2023	108.86		1,074.44
06/30/2023			101-774-801.000	END BALANCE	108.86	0.00	1,074.44
101-774-805.000 ADVERT/PUBLICATIONS							
06/01/2023			101-774-805.000 ADVERT/PUBLICATIONS		BEG. BALANCE		52.80
06/30/2023			101-774-805.000	END BALANCE	0.00	0.00	52.80

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
06/01/2023			101-774-820.000 CONTRACTED SERVICES		BEG. BALANCE		11,200.00
06/09/2023	AP	INV	REPAIR SIDEWALK ON SIMONS	5-31-2023	400.00		11,600.00
06/30/2023			101-774-820.000	END BALANCE	400.00	0.00	11,600.00
06/01/2023			101-774-910.000 LIABILITY INSURANCE		BEG. BALANCE		403.21
06/30/2023			101-774-910.000	END BALANCE	0.00	0.00	403.21
06/01/2023			101-774-971.000 CAPITAL OUTLAY		BEG. BALANCE		0.00
06/09/2023	AP	INV	DRAIN CULVERT LESTER ST PARK	868	12,600.00		12,600.00
06/30/2023			101-774-971.000	END BALANCE	12,600.00	0.00	12,600.00
TOTAL FOR FUND 101 GENERAL FUND					19,726.45	278.16	70,002.90

Vicki Scott

From: John McMahon <jmcmahon7421@gmail.com>
Sent: Tuesday, May 30, 2023 2:18 PM
To: clerk@villageoflexington.com
Subject: Fwd: June 12 Parks meeting

----- Forwarded message -----

From: **John McMahon** <jmcmahon7421@gmail.com>
Date: Tue, May 30, 2023 at 2:11 PM
Subject: June 12 Parks meeting
To: <aasutton0426@gmail.com>
Cc: <clerk@villageoflexington.com>

Hi Arlette-----the Lexington Pickleball Club has requested that I submit to the next parks and recreation meeting their proposal to donate time, labor and materials to develop two additional temporary pickleball courts to be in the vicinity of the basketball court at Lester Park. I am willing to present this proposed offer at our next meeting in June. I am requesting time on the agenda to discuss this offer for our approval.

Thanks,
John McMahon