

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

DATE: June 19, 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: May 8, 2023

PUBLIC COMMENT:

UNFINISHED BUSINESS:

1. Spark Grant 2nd Round- McKenna –
2. Spark Grant Draft
- 3.
- 4.

NEW BUSINESS:

1. DPW Projects & Special Events
- 2.
- 3.

CORRESPONDENCE:

PUBLIC COMMENT:

ADJOURNMENT:

Parks and Rec Regular Meeting Minutes

Date: Monday, May 8, 2023

Call to Order at 6:00 pm by Chairperson Sutton

Roll Call by Vicki Scott:

Present: Dickinson, Klaas, Muoio, Sutton, Fulton, McMahon, (Fisher arrived at 6:04 p.m.)

Absent: None

Others Present K. DeCoster, D. Roehl

APPROVAL OF AGENDA:

MOTION by Klaas, seconded by Fulton, to approve the agenda as amended adding #5 Grills under Unfinished Business.

All Ayes

Motion Carried

APPROVAL OF MINUTES:

MOTION by Muoio, seconded by Fulton, to approve the April 18, 2023 minutes as presented.

All Ayes

Motion Carried

PUBLIC COMMENT – None

UNFINISHED BUSINESS:

1. **Culvert for Lester St. Park**– Sutton explained Chris Heiden & I were able to reach out and get 3 prices for the culvert. Grant Burgess price was \$12,600, Jensen Bridge & Supply price was \$13,832.00, and Sanilac Drain & Tile price was \$16,856.00. Klaas explained the DPW recommended putting a culvert in. The Army Corps will be dredging the harbor and they need a place to put the sand. They are willing to dump it there at no charge so they don't have to haul it away. This is a perfect time to put a culvert in. Klaas explained in the budget we have \$15,000.00 between capital outlay and maintenance. Discussion followed.

MOTION by Klaas, seconded by Fulton, to forgo the bid process for the project.

All Ayes

Motion carried

MOTION by Klaas, seconded by Fulton, to accept the bid from Burgess for \$12,600.00 and send to Council for approval, funds coming from capital outlay and maintenance.

Roll Call:

Ayes: Klaas, Fulton, Dickinson, Muoio, McMahon, Sutton

Nays: None

Motion carried

2. **Spark Grant Draft** – McMahon asked about lighting for the pickleball courts. Discussion followed. Klaas explained we are already over budget for the 2nd round of the spark grant. We will still need to pay a project manager to help with this project and secure options for additional funding. Klaas explained little league has been helping maintain the ball field and is willing to help in the future.

Dickinson reached out and received different options for playground equipment for the board to review. Klaas noted we could look into other grants as well as the Spark Grant now that our 5-year plan has been accepted. Discussion followed. Sutton explained we will need to make sure we are ADA accessible. Dickinson noted this will help when going after grants as well. Klaas explained if we just recoat the basketball court, this will save money.

3. **Spark Grant 2nd Round - McKenna** – Klaas explained the 2nd round is open until June 31st, 2023. Sutton explained since McKenna did our 5-year plan I reached out to see how much it would cost for them to help with writing and submitting this grant. The approximate cost would be \$1,000.00. Discussion followed.

MOTION by Klaas, seconded by Fisher, to allow McKenna to review the grant and help write it not to exceed \$1,000.00.

Discussion:

AMENDED MOTION by Klaas, seconded by Fisher, to allow McKenna to review the grant and help write it not to exceed \$2,500.00. and to send to Council.

Discussion:

Roll Call

Ayes – Klaas, Fisher, McMahon, Muoio, Dickinson, Fulton, Sutton

Nays – None

Motion carried

Lengthy discussion followed on having a phase 1 and phase 2 of the grant process. Board discussed what pieces of the Lester Park upgrades can go in phase 1 and what can wait until phase 2. Sutton will contact McKenna and let them know we do not have formal approval from Council yet but ask if this is something they can help facilitate.

4. **Budget** – Sutton explained Dickinson worked with Shelly on the budget process. Dickinson handed out a chart showing the fixed costs on the budget. She explained we need to fill in line-item amounts for supplies, advertising, contracted services, maintenance, and capital outlay. Discussion followed. Board members agreed to request the following amounts for the 2024 budget; supplies \$15,000.00, advertising \$120.00, contracted services \$30,000.00, maintenance \$15,000.00, and capital outlay \$5,000.00.

MOTION by Fisher, seconded by McMahon, to send the proposed budget to Council with the above adjustments.

Roll Call

Ayes – Fisher, McMahon, Dickinson, Muoio, Fulton, Klaas, Sutton

Nays – None

Motion carried

5. **Grills** – Fisher explained he received an estimate for 3 grills. The 3 existing grills need to be replaced as soon as possible. I propose we purchase 4 grills as there is room for another one. The estimate came in at \$249.00 per grill. To replace the wide grill would be \$169.99. The total for 5 grills would be \$1,329.00. Sutton explained they will be pulling out the grills during the harbor redevelopment. Sutton explained we do not have money in the budget at this time. Discussion followed.

MOTION by Sutton, seconded by Fisher, to approve getting a donation from Fisher in the amount of \$750.00 for 3 grills at Tierney Park.

All Ayes

Motion carried

NEW BUSINESS:

1. **DPW Projects & Special Events - Muoio-** Muoio explained after reaching out to Chris Heiden, it would be a benefit to the Village and this group if we could have a sit-down meeting with the DPW. We could discuss their routine projects, how they go about that, and their timelines. They can then understand what our expectations are and we can understand what their capability is. Board members agree.

MOTION by Muoio, seconded by Fisher, to invite representation from the DPW to discuss their project costs and scheduling.

All Ayes

Motion carried

2. **Harbor Redevelopment Committee Member** – Sutton explained we need to pick one committee member and one alternate to serve on the harbor redevelopment committee. Board members discussed who on this board would be interested and has the time commitment. Klaas noted he has time to commit to it. Fulton noted he would be interested as the alternate.

MOTION by Sutton, seconded by Muoio, to nominate Denny Klaas as the committee member and Mike Fulton as the alternate.

All Ayes

Motion carried

CORRESPONDENCE- None

PUBLIC COMMENT-

- K. DeCoster (5203 Main) – thanked Mr. Fisher on addressing the grills at Tierney Park and possible wood chips at Lester St. Park.
- D. Roehl (5410 William Dr.) – commented on the fill coming from the Harbor.

ADJOURNMENT:

MOTION by Klaas, seconded by Fulton to adjourn the meeting at 7:51 pm.

All Ayes

Respectfully submitted,

Vicki Scott

May 8, 2023

PERIOD ENDING 05/31/2023

PARKS AND REC

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 05/31/2023 INCREASE (DECREASE)	YTD BALANCE 05/31/2023 NORMAL (ABNORMAL)	% BDCY USED
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND						
Revenues						
Dept 774 - RECREATION/PARKS						
101-774-671.100	VENDOR PERMIT	0.00	540.00	65.00	745.00	137.96
101-774-671.500	MISC ACCT OF REVENUE	0.00	220.00	20.00	260.00	118.18
101-774-675.000	DONATIONS	0.00	1,477.00	20.44	1,497.27	101.37
Total Dept 774 - RECREATION/PARKS		0.00	2,237.00	105.44	2,502.27	111.86
TOTAL REVENUES		0.00	2,237.00	105.44	2,502.27	111.86
Expenditures						
Dept 774 - RECREATION/PARKS						
101-774-702.000	CLERICAL	0.00	200.00	53.60	212.87	106.44
101-774-703.600	DPW WAGES	24,000.00	16,500.00	4,474.38	15,324.26	92.87
101-774-703.650	DPW-WATER WAGES OVERTIME	0.00	112.00	179.08	290.41	259.29
101-774-704.100	MATCH - SOCIAL SECURITY	2,000.00	1,300.00	358.07	1,205.96	92.77
101-774-704.200	BLUE CROSS	8,000.00	9,000.00	738.34	6,829.93	75.89
101-774-704.300	LIFE INSURANCE	300.00	300.00	42.52	342.52	114.17
101-774-704.400	PENSION	6,200.00	3,000.00	705.72	2,481.42	82.71
101-774-704.401	AXA EQUITABLE MATCH	1,000.00	720.00	128.08	630.87	87.62
101-774-704.500	MICH EMP SEC COM	200.00	200.00	41.92	101.25	50.63
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	350.14	9,406.58	72.36
101-774-801.000	ELECTRIC-DETROIT EDISON	1,300.00	1,300.00	73.78	965.58	74.28
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	0.00	11,200.00	82.35
101-774-824.000	MAINTENANCE	10,000.00	10,000.00	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	5,000.00	0.00	0.00	0.00
Total Dept 774 - RECREATION/PARKS		93,606.00	75,899.00	7,145.63	50,554.61	66.61
TOTAL EXPENDITURES		93,606.00	75,899.00	7,145.63	50,554.61	66.61
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	2,237.00	105.44	2,502.27	111.86
TOTAL EXPENDITURES		93,606.00	75,899.00	7,145.63	50,554.61	66.61
NET OF REVENUES & EXPENDITURES		(93,606.00)	(73,662.00)	(7,040.19)	(48,052.34)	65.23
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		0.00	2,237.00	105.44	2,502.27	111.86
NET OF REVENUES & EXPENDITURES		93,606.00	75,899.00	7,145.63	50,554.61	66.61
NET OF REVENUES & EXPENDITURES		(93,606.00)	(73,662.00)	(7,040.19)	(48,052.34)	65.23

User: SHELLY

DB: Village Of Lexington

TRANSACTIONS FROM 05/01/2023 TO 05/31/2023

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
05/01/2023			101-774-702.000 CLERICAL		BEG. BALANCE		159.27
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		53.60		212.87
05/31/2023			101-774-702.000	END BALANCE	53.60	0.00	212.87
05/01/2023			101-774-703.600 DPW WAGES		BEG. BALANCE		10,849.88
05/03/2023	PR	CHK	SUMMARY PR 05/03/2023		984.60		11,834.48
05/10/2023	PR	CHK	SUMMARY PR 05/10/2023		1,118.18		12,952.66
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		449.95		13,402.61
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		1,220.43		14,623.04
05/31/2023	PR	CHK	SUMMARY PR 05/31/2023		701.22		15,324.26
05/31/2023			101-774-703.600	END BALANCE	4,474.38	0.00	15,324.26
05/01/2023			101-774-703.650 DPW-WATER WAGES OVERTIME		BEG. BALANCE		111.33
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		179.08		290.41
05/31/2023			101-774-703.650	END BALANCE	179.08	0.00	290.41
05/01/2023			101-774-704.100 MATCH - SOCIAL SECURITY		BEG. BALANCE		847.89
05/03/2023	PR	CHK	SUMMARY PR 05/03/2023		74.84		922.73
05/10/2023	PR	CHK	SUMMARY PR 05/10/2023		84.90		1,007.63
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		38.33		1,045.96
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		106.35		1,152.31
05/31/2023	PR	CHK	SUMMARY PR 05/31/2023		53.65		1,205.96
05/31/2023			101-774-704.100	END BALANCE	358.07	0.00	1,205.96
05/01/2023			101-774-704.200 BLUE CROSS		BEG. BALANCE		6,091.59
05/03/2023	PR	CHK	SUMMARY PR 05/03/2023		187.52		6,279.11
05/10/2023	PR	CHK	SUMMARY PR 05/10/2023		219.05		6,498.16
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		73.47		6,571.63
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		258.30		6,829.93
05/31/2023			101-774-704.200	END BALANCE	738.34	0.00	6,829.93
05/01/2023			101-774-704.300 LIFE INSURANCE		BEG. BALANCE		300.00
05/09/2023	AP	INV	LIFE INSURANCE MAY 2023	211964510059	21.26		321.26
05/25/2023	AP	INV	LIFE INSURANCE JUNE 2023	211963798310	21.26		342.52
05/31/2023			101-774-704.300	END BALANCE	42.52	0.00	342.52
05/01/2023			101-774-704.400 PENSION		BEG. BALANCE		1,775.70
05/03/2023	PR	CHK	SUMMARY PR 05/03/2023		130.23		1,905.93
05/10/2023	PR	CHK	SUMMARY PR 05/10/2023		269.77		2,175.70
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		46.51		2,222.21
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		259.21		2,481.42
05/31/2023			101-774-704.400	END BALANCE	705.72	0.00	2,481.42
05/01/2023			101-774-704.401 AXA EQUITABLE MATCH		BEG. BALANCE		502.79
05/03/2023	PR	CHK	SUMMARY PR 05/03/2023		47.96		550.75
05/10/2023	PR	CHK	SUMMARY PR 05/10/2023		10.03		560.78
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		11.02		571.80
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		41.27		613.07
05/31/2023	PR	CHK	SUMMARY PR 05/31/2023		17.80		630.87
05/31/2023			101-774-704.401	END BALANCE	128.08	0.00	630.87
05/01/2023			101-774-704.500 MICH EMP SEC COM		BEG. BALANCE		59.33
05/03/2023	PR	CHK	SUMMARY PR 05/03/2023		8.60		67.93
05/10/2023	PR	CHK	SUMMARY PR 05/10/2023		9.28		77.21
05/17/2023	PR	CHK	SUMMARY PR 05/17/2023		5.43		82.64
05/24/2023	PR	CHK	SUMMARY PR 05/24/2023		11.02		93.66
05/31/2023	PR	CHK	SUMMARY PR 05/31/2023		7.59		101.25
05/31/2023			101-774-704.500	END BALANCE	41.92	0.00	101.25
05/01/2023			101-774-704.550 WORKERS COMP INSURANCE		BEG. BALANCE		1,106.95
05/31/2023			101-774-704.550	END BALANCE	0.00	0.00	1,106.95
05/01/2023			101-774-740.000 SUPPLIES		BEG. BALANCE		9,056.44
05/09/2023	AP	INV	TRASH BAGS, GLOVES	6247	110.00		9,166.44
05/09/2023	AP	INV	TRASH BAGS, GLOVES	6247	9.15		9,175.59
05/09/2023	AP	INV	MULTI FUNDS MULTI PURPOSE	2472 MAY 22, 2023	10.00		9,185.59
05/09/2023	AP	INV	WEED WHIP PARTS	195943-1	25.99		9,211.58
05/18/2023	AP	INV	CLEANING SUPPLY AND TOILET PAPER	6292	195.00		9,406.58
05/31/2023			101-774-740.000	END BALANCE	350.14	0.00	9,406.58
05/01/2023			101-774-801.000 ELECTRIC-DETROIT EDISON		BEG. BALANCE		891.80
05/18/2023	AP	INV	MULTI FUNDS DUE MY 30 2023	MULTI- MAY 30,23	73.78		965.58
05/31/2023			101-774-801.000	END BALANCE	73.78	0.00	965.58
05/01/2023			101-774-805.000 ADVERT/PUBLICATIONS		BEG. BALANCE		52.80
05/31/2023			101-774-805.000	END BALANCE	0.00	0.00	52.80
05/01/2023			101-774-820.000 CONTRACTED SERVICES		BEG. BALANCE		11,200.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			101-774-820.000 CONTRACTED SERVICES				
			101-774-820.000				
05/31/2023				END BALANCE	0.00	0.00	11,200.00
05/01/2023			101-774-910.000 LIABILITY INSURANCE				
05/01/2023				BEG. BALANCE			403.21
05/31/2023				END BALANCE	0.00	0.00	403.21
TOTAL FOR FUND 101 GENERAL FUND					7,145.63		50,554.61

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