



**CITY MANAGER**

Elaine Leven

**CITY CLERK**

Cynthia Greenia

# City of Fraser

CENTENNIAL COMMUNITY

**MAYOR**

Michael Lesich

**MAYOR PRO-TEM**

Dana Sutherland

**COUNCIL**

Amy Baranski

Patrick O'Dell

Kenny Perry

Patrice Schornak

Sherry Stein

## Fraser Recreation Commission Agenda REVISED

### City Council Chambers

33000 Garfield, Fraser, MI 48026

Tuesday, January 16, 2024 @ 7:00 p.m.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda for January 16, 2023
5. Approval of Minutes from Regular Meeting December 5, 2023
6. Volunteer Group Reports
7. Administration Report
8. Other Business
9. Citizen Participation
10. Commission Members with Concerns
11. Adjournment  
POSTED: January 10, 2024



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**Fraser Recreation Commission Agenda  
City Council Chambers  
33000 Garfield, Fraser, MI 48026  
Tuesday, December 5, 2023 @ 7:00 p.m.**

**1. Call Meeting to Order: 7:00 p.m.**

**2. Pledge of Allegiance**

**3. Roll Call:** Koch, Hunt, Walker, Rastelli

Motion by Koch, seconded by Walker to excuse Rice, Kelly, all ayes

**4. Approval of Agenda for December 5, 2023:** motion by Koch, seconded by Walker, all ayes

**5. Approval of Minutes from Regular Meeting November 14, 2023:** motion by Koch, seconded by Walker, all ayes

**6. Volunteer Group Reports**

Vania Apps – FFBC

Beautification Council meeting this week sold out, thanks to Hanover Grove for hosting Blue Jean Ball tickets and sponsorship available

Echo Hunt – Garden Club met in November, designed plan for Downtown Fraser sign in front of CVS, plan to meet with City Manager in future to discuss options for the casual group moving forward. Next meeting Jan 24 6:30pm at library.

**7. Reports on Current Event**

Christmas in Fraser was well attended, appreciated all the help. Looking to get new Recreation Coordinator hired soon, conducting interviews this week.

**8. Overview Report of Parks and Recreation**

Nothing further to report, recommend consolidating this agenda item to Administration Report. Commissioners agreed.

**9. Other Business**

- a. Adopt 2024 Meeting Date Calendar

Motion by Koch, seconded by Rastelli, all ayes

**10. Citizen Participation**

Laura Lesich: impressed with Christmas in Fraser, great to start planning for Easter now. Might want to consider moving July date. Welcome to Julie and Wendy.

**11. Commission Members with Concerns**

Walker: looking forward to summer event preparation, need to start planning some of the bigger events now.

Koch: Don't need as many HS volunteers for Christmas in Fraser, issues with them bringing their friends and using as social time. Would like to see something for people to do while in line, such as crafts. Recommend band park in Steffens Park to make more parking available closer to public.

Hunt: need more hours at SAC, will volunteer to open building if permissible, CM will check with Attorney

**12. Adjournment**

Motion by Koch, seconded by Walker at 7:27

Respectfully Submitted:

Elaine Leven, Manager  
City of Fraser

PERIOD ENDING 12/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2023 NORMAL (ABNORMAL)	MONTH 12/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 751 - RECREATION						
101-751-702.000	ELECTED/APPOINTED OFFICIALS PAY	1,250.00	240.00	0.00	1,010.00	19.20
101-751-703.000	SALARIES	0.00	0.00	0.00	0.00	0.00
101-751-704.000	WAGES - FULL TIME EMPLOYEES	23,800.00	17,537.48	900.00	6,262.52	73.69
101-751-705.000	WAGES - PART TIME EMPLOYEES	0.00	0.00	0.00	0.00	0.00
101-751-706.000	WAGES - TEMPORARY/SEASONAL EMPLOYEES	10,000.00	0.00	0.00	10,000.00	0.00
101-751-710.000	VACATION	1,000.00	2,150.00	0.00	(1,150.00)	215.00
101-751-711.000	HOLIDAY	1,200.00	300.00	0.00	900.00	25.00
101-751-713.000	FICA	1,612.00	1,313.31	55.80	298.69	81.47
101-751-714.000	MEDICARE	377.00	307.15	13.05	69.85	81.47
101-751-716.000	WORKERS COMPENSATION INSURANCE EXPENSE	117.00	0.00	0.00	117.00	0.00
101-751-717.000	CASH IN LIEU OF BENEFITS (INS OPT OUT)	0.00	0.00	0.00	0.00	0.00
101-751-718.000	LONGEVITY PAY	0.00	0.00	0.00	0.00	0.00
101-751-724.100	HEALTH INSURANCE PREMIUMS (EMPLOYEES)	5,000.00	516.05	0.00	4,483.95	10.32
101-751-724.200	RETIREE HEALTH SAVINGS PLAN (ICMA)	0.00	0.00	0.00	0.00	0.00
101-751-725.100	DEFINED CONTRIBUTION PENSION (401A-457B)	2,080.00	1,624.00	72.00	456.00	78.08
101-751-725.200	DEFINED BENEFIT PENSION PLAN (MERS)	0.00	0.00	0.00	0.00	0.00
101-751-742.000	OPERATING SUPPLIES	2,000.00	317.89	0.00	1,682.11	15.89
101-751-801.000	PROFESSIONAL/CONTRACTUAL SERVICES	25,000.00	3,024.00	0.00	21,976.00	12.10
101-751-850.000	COMMUNICATIONS (PHONE AND CELL)	0.00	0.00	0.00	0.00	0.00
101-751-851.000	MAIL OR POSTAGE	500.00	0.63	0.00	499.37	0.13
101-751-880.000	COMMUNITY PROMOTION	12,000.00	7,500.00	0.00	4,500.00	62.50
101-751-881.000	PROGRAMMING - RECREATION REVOLVING FUND	20,000.00	1,019.34	161.90	18,980.66	5.10
101-751-882.000	PROGRAMMING - FARMERS MARKET	0.00	0.00	0.00	0.00	0.00
101-751-900.000	PRINTING AND PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
101-751-930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-751-955.000	CONFERENCES	1,000.00	70.00	0.00	930.00	7.00
101-751-956.000	MEMBERSHIPS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 751 - RECREATION		108,936.00	35,919.85	1,202.75	73,016.15	32.97
TOTAL EXPENDITURES		108,936.00	35,919.85	1,202.75	73,016.15	32.97
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		108,936.00	35,919.85	1,202.75	73,016.15	32.97
NET OF REVENUES & EXPENDITURES		(108,936.00)	(35,919.85)	(1,202.75)	(73,016.15)	32.97

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
12/01/2023			<b>101-751-001.000 CASH</b>		BEG. BALANCE		0.00
12/31/2023			101-751-001.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-694.200 CITY PICNIC</b>		BEG. BALANCE		0.00
12/31/2023			101-751-694.200	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-702.000 ELECTED/APPOINTED OFFICIALS PA</b>		BEG. BALANCE		240.00
12/31/2023			101-751-702.000	END BALANCE	0.00	0.00	240.00
12/01/2023			<b>101-751-703.000 SALARIES</b>		BEG. BALANCE		0.00
12/31/2023			101-751-703.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-704.000 WAGES - FULL TIME EMPLOYEES</b>		BEG. BALANCE		16,637.48
12/28/2023	PR	CHK	SUMMARY PR 12/28/2023		900.00		17,537.48
12/31/2023			101-751-704.000	END BALANCE	900.00	0.00	17,537.48
12/01/2023			<b>101-751-705.000 WAGES - PART TIME EMPLOYEES</b>		BEG. BALANCE		0.00
12/31/2023			101-751-705.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-706.000 WAGES - TEMPORARY/SEASONAL EMP</b>		BEG. BALANCE		0.00
12/31/2023			101-751-706.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-710.000 VACATION</b>		BEG. BALANCE		2,150.00
12/31/2023			101-751-710.000	END BALANCE	0.00	0.00	2,150.00
12/01/2023			<b>101-751-711.000 HOLIDAY</b>		BEG. BALANCE		300.00
12/31/2023			101-751-711.000	END BALANCE	0.00	0.00	300.00
12/01/2023			<b>101-751-712.000 OVERTIME</b>		BEG. BALANCE		0.00
12/31/2023			101-751-712.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-713.000 FICA</b>		BEG. BALANCE		1,257.51
12/28/2023	PR	CHK	SUMMARY PR 12/28/2023		55.80		1,313.31
12/31/2023			101-751-713.000	END BALANCE	55.80	0.00	1,313.31
12/01/2023			<b>101-751-714.000 MEDICARE</b>		BEG. BALANCE		294.10
12/28/2023	PR	CHK	SUMMARY PR 12/28/2023		13.05		307.15
12/31/2023			101-751-714.000	END BALANCE	13.05	0.00	307.15
12/01/2023			<b>101-751-716.000 WORKERS COMPENSATION INSURANCE</b>		BEG. BALANCE		0.00
12/31/2023			101-751-716.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-717.000 CASH IN LIEU OF BENEFITS (INS</b>		BEG. BALANCE		0.00
12/31/2023			101-751-717.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-718.000 LONGEVITY PAY</b>		BEG. BALANCE		0.00
12/31/2023			101-751-718.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-724.100 HEALTH INSURANCE PREMIUMS (EMP</b>		BEG. BALANCE		516.05
12/31/2023			101-751-724.100	END BALANCE	0.00	0.00	516.05
12/01/2023			<b>101-751-724.200 RETIREE HEALTH SAVINGS PLAN (I</b>		BEG. BALANCE		0.00
12/31/2023			101-751-724.200	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-725.100 DEFINED CONTRIBUTION PENSION (</b>		BEG. BALANCE		1,552.00
12/28/2023	PR	CHK	SUMMARY PR 12/28/2023		72.00		1,624.00
12/31/2023			101-751-725.100	END BALANCE	72.00	0.00	1,624.00
12/01/2023			<b>101-751-725.200 DEFINED BENEFIT PENSION PLAN (</b>		BEG. BALANCE		0.00
12/31/2023			101-751-725.200	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-742.000 OPERATING SUPPLIES</b>		BEG. BALANCE		317.89

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			<b>101-751-742.000 OPERATING SUPPLIES</b>				
				(Continued)			
12/31/2023			101-751-742.000	END BALANCE	0.00	0.00	317.89
12/01/2023			<b>101-751-801.000 PROFESSIONAL/CONTRACTUAL SERVI</b>	BEG. BALANCE			3,024.00
12/31/2023			101-751-801.000	END BALANCE	0.00	0.00	3,024.00
12/01/2023			<b>101-751-850.000 COMMUNICATIONS (PHONE AND CELL</b>	BEG. BALANCE			0.00
12/31/2023			101-751-850.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-851.000 MAIL OR POSTAGE</b>	BEG. BALANCE			0.63
12/31/2023			101-751-851.000	END BALANCE	0.00	0.00	0.63
12/01/2023			<b>101-751-860.000 TRANSPORTATION</b>	BEG. BALANCE			0.00
12/31/2023			101-751-860.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-880.000 COMMUNITY PROMOTION</b>	BEG. BALANCE			7,500.00
12/31/2023			101-751-880.000	END BALANCE	0.00	0.00	7,500.00
12/01/2023			<b>101-751-881.000 PROGRAMMING - RECREATION REVOL</b>	BEG. BALANCE			857.44
12/29/2023	AP	INV	SPEAKER SYSTEM RENTAL FOR CHRISTMAS	12-29-2023	161.90		1,019.34
12/31/2023			101-751-881.000	END BALANCE	161.90	0.00	1,019.34
12/01/2023			<b>101-751-882.000 PROGRAMMING - FARMERS MARKET</b>	BEG. BALANCE			0.00
12/31/2023			101-751-882.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-900.000 PRINTING AND PUBLISHING</b>	BEG. BALANCE			0.00
12/31/2023			101-751-900.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-920.000 ELECTRIC</b>	BEG. BALANCE			0.00
12/31/2023			101-751-920.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-921.000 NATURAL GAS</b>	BEG. BALANCE			0.00
12/31/2023			101-751-921.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-922.000 WATER</b>	BEG. BALANCE			0.00
12/31/2023			101-751-922.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-930.000 REPAIRS AND MAINTENANCE</b>	BEG. BALANCE			0.00
12/31/2023			101-751-930.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-930.200 REPAIRS - STREETS MAINTENANCE</b>	BEG. BALANCE			0.00
12/31/2023			101-751-930.200	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-955.000 CONFERENCES</b>	BEG. BALANCE			70.00
12/31/2023			101-751-955.000	END BALANCE	0.00	0.00	70.00
12/01/2023			<b>101-751-956.000 MEMBERSHIPS</b>	BEG. BALANCE			0.00
12/31/2023			101-751-956.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-968.000 DEPREC.-TRANS OUT</b>	BEG. BALANCE			0.00
12/31/2023			101-751-968.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-972.000 CAPITAL OUTLAY</b>	BEG. BALANCE			0.00
12/31/2023			101-751-972.000	END BALANCE	0.00	0.00	0.00
12/01/2023			<b>101-751-995.000 OPERATING TRANS OUT</b>	BEG. BALANCE			0.00
12/31/2023			101-751-995.000	END BALANCE	0.00	0.00	0.00