



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

CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

Fraser Recreation Commission Agenda City Council Chambers 33000 Garfield, Fraser, MI 48026 Tuesday, February 6, 2024 @ 7:00 p.m.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda for February 6, 2024
5. Approval of Minutes from Regular Meeting January 16, 2024
6. Volunteer Group Reports
7. Administration Report
8. Citizen Participation
9. Commission Members Reports
10. Adjournment
POSTED: January 30, 2024



CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

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**DRAFT MINUTES CITY OF FRASER
RECREATION COMMISSION
City Council Chambers
33000 Garfield, Fraser, MI 48026
Tuesday, January 16, 2024 @ 7:00 p.m.**

1. Call Meeting to Order

The regular meeting of the City of Fraser Recreation Commission was called to order at 7:00 p.m. on Tuesday, January 16, 2024 at 7:00 p.m. by Acting Chairman Hunt.

2. Pledge of Allegiance

Acting Chairman Hunt led the Pledge of Allegiance.

3. Roll Call

PRESENT: Hunt, Koch, Rastelli, Rice, Walker
ABSENT: Kelley

Others: City Manager Leven, Recreation Coordinator Delmege

4. Approval of Agenda for January 16, 2023

Motion by Koch supported by Walker to approve the agenda of the January 16, 2024 City of Fraser Recreation Commission as presented.

AYES: Hunt, Koch, Rastelli, Rice, Walker
NAYS: None

Motion Carried

5. Approval of Minutes from Regular Meeting December 5, 2023

Motion by Koch supported by Rice to approve the minutes of the December 5, 2023 meeting of the City of Fraser Recreation Commission as presented.

AYES: Hunt, Koch, Rastelli, Rice, Walker

NAYS: None

Motion Carried

6. Volunteer Group Reports

Laura Lesich from Fraser First Booster Club reminded of fundraiser February 10, "Blue Jean Ball". \$50 a ticket. Raffles, open bar, dancing. Sponsorship/donation opportunities. Contact Sherry Stein or Vana Apps. Buy tickets from their website. Next meeting is February 21 at 6:00 at library.

Echo Hunt from Garden Club said next meeting will be January 24 at 6:30 p.m. at Sidebar about cleaning up areas of city.

7. Administration Report

Recreation Coordinator Delmege spoke about ideas for events and youth sports programming, "Skyhawks". Marshmallow Drop, Big Bounce House, City Parade, Carnival & Fireworks, Animal Show, Movie Nights, Public Safety Open House, Murder Mystery Night and Christmas in Fraser.

8. Other Business

The City Manager noted that we will roll "Other Business" into "Administration Report".

9. Citizen Participation

Laura Lesich thinks Marshmallow Drop will be amazing and could see it being big. Would like to see online ticketing and tickets given out at the library. Would like to see a volunteer clean up at the parks. She asked if construction would interrupt the parade. It should not. Also asked about an update on Senior Center and activities.

10. Commission Members with Comments

Commission Member Walker asked about pickleball and pickup games. Commission Member Hunt ran pick-up games for 12 weeks. The City

Manager said we could help promote it. Talk about using local organizations for volunteer for events.

11. Adjournment

Motion by Koch supported by Walker to adjourn the meeting at 7:52 p.m.

AYES: Hunt, Koch, Rastelli, Rice, Walker

NAYS: None

Motion Carried

Respectfully Submitted:

Chris Delmege
Recreation Coordinator
City of Fraser

PERIOD ENDING 01/31/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2024 NORMAL (ABNORMAL)	MONTH 01/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 751 - RECREATION						
101-751-702.000	ELECTED/APPOINTED OFFICIALS PAY	1,250.00	300.00	60.00	950.00	24.00
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	20,737.48	3,200.00	3,062.52	87.13
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	1,100.00	800.00	100.00	91.67
101-751-713.000	FICA	1,612.00	1,561.00	247.69	51.00	96.84
101-751-714.000	MEDICARE	377.00	365.09	57.94	11.91	96.84
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	1,140.18	624.13	3,859.82	22.80
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	1,944.00	320.00	136.00	93.46
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	377.38	59.49	1,622.62	18.87
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	0.00	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	41,289.10	5,369.25	67,646.90	37.90
TOTAL EXPENDITURES		108,936.00	41,289.10	5,369.25	67,646.90	37.90
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		108,936.00	41,289.10	5,369.25	67,646.90	37.90
NET OF REVENUES & EXPENDITURES		(108,936.00)	(41,289.10)	(5,369.25)	(67,646.90)	37.90

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 101 GENERAL FUND							
01/01/2024			101-751-001.000 CASH		BEG. BALANCE		0.00
01/31/2024			101-751-001.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-694.200 CITY PICNIC		BEG. BALANCE		0.00
01/31/2024			101-751-694.200	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-702.000 ELECTED/APPOINTED OFFICIALS PA		BEG. BALANCE		240.00
01/25/2024	PR	CHK	SUMMARY PR 01/25/2024		60.00		300.00
01/31/2024			101-751-702.000	END BALANCE	60.00	0.00	300.00
01/01/2024			101-751-703.000 SALARIES		BEG. BALANCE		0.00
01/31/2024			101-751-703.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-704.000 WAGES - FULL TIME EMPLOYEES		BEG. BALANCE		17,537.48
01/11/2024	PR	CHK	SUMMARY PR 01/11/2024		1,200.00		18,737.48
01/25/2024	PR	CHK	SUMMARY PR 01/25/2024		2,000.00		20,737.48
01/31/2024			101-751-704.000	END BALANCE	3,200.00	0.00	20,737.48
01/01/2024			101-751-705.000 WAGES - PART TIME EMPLOYEES		BEG. BALANCE		0.00
01/31/2024			101-751-705.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-706.000 WAGES - TEMPORARY/SEASONAL EMP		BEG. BALANCE		0.00
01/31/2024			101-751-706.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-710.000 VACATION		BEG. BALANCE		2,150.00
01/31/2024			101-751-710.000	END BALANCE	0.00	0.00	2,150.00
01/01/2024			101-751-711.000 HOLIDAY		BEG. BALANCE		300.00
01/11/2024	PR	CHK	SUMMARY PR 01/11/2024		800.00		1,100.00
01/31/2024			101-751-711.000	END BALANCE	800.00	0.00	1,100.00
01/01/2024			101-751-712.000 OVERTIME		BEG. BALANCE		0.00
01/31/2024			101-751-712.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-713.000 FICA		BEG. BALANCE		1,313.31
01/11/2024	PR	CHK	SUMMARY PR 01/11/2024		120.90		1,434.21
01/25/2024	PR	CHK	SUMMARY PR 01/25/2024		126.79		1,561.00
01/31/2024			101-751-713.000	END BALANCE	247.69	0.00	1,561.00
01/01/2024			101-751-714.000 MEDICARE		BEG. BALANCE		307.15
01/11/2024	PR	CHK	SUMMARY PR 01/11/2024		28.28		335.43
01/25/2024	PR	CHK	SUMMARY PR 01/25/2024		29.66		365.09
01/31/2024			101-751-714.000	END BALANCE	57.94	0.00	365.09
01/01/2024			101-751-716.000 WORKERS COMPENSATION INSURANCE		BEG. BALANCE		0.00
01/31/2024			101-751-716.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-717.000 CASH IN LIEU OF BENEFITS (INS		BEG. BALANCE		0.00
01/31/2024			101-751-717.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-718.000 LONGEVITY PAY		BEG. BALANCE		0.00
01/31/2024			101-751-718.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-724.100 HEALTH INSURANCE PREMIUMS (EMP		BEG. BALANCE		516.05
01/11/2024	PR	CHK	SUMMARY PR 01/11/2024		624.13		1,140.18
01/31/2024			101-751-724.100	END BALANCE	624.13	0.00	1,140.18
01/01/2024			101-751-724.200 RETIREE HEALTH SAVINGS PLAN (I		BEG. BALANCE		0.00
01/31/2024			101-751-724.200	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-725.100 DEFINED CONTRIBUTION PENSION (BEG. BALANCE		1,624.00
01/11/2024	PR	CHK	SUMMARY PR 01/11/2024		160.00		1,784.00
01/25/2024	PR	CHK	SUMMARY PR 01/25/2024		160.00		1,944.00
01/31/2024			101-751-725.100	END BALANCE	320.00	0.00	1,944.00
01/01/2024			101-751-725.200 DEFINED BENEFIT PENSION PLAN (BEG. BALANCE		0.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
01/31/2024			101-751-725.200 DEFINED BENEFIT PENSION PLAN ((Continued)			
			101-751-725.200	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-742.000 OPERATING SUPPLIES		BEG. BALANCE		317.89
01/11/2024	AP	INV	NAME PLATE/RECREATION	5753	7.50		325.39
01/11/2024	AP	INV	NAME PLATES/REC, FIN, CHAMBERS AND C	5751	7.90		333.29
01/23/2024	AP	INV	OFFICE SUPPLIES/BLDG AND RECREATION	350948750001	44.09		377.38
01/31/2024			101-751-742.000	END BALANCE	59.49	0.00	377.38
01/01/2024			101-751-801.000 PROFESSIONAL/CONTRACTUAL SERVI		BEG. BALANCE		3,024.00
01/31/2024			101-751-801.000	END BALANCE	0.00	0.00	3,024.00
01/01/2024			101-751-850.000 COMMUNICATIONS (PHONE AND CELL		BEG. BALANCE		0.00
01/31/2024			101-751-850.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-851.000 MAIL OR POSTAGE		BEG. BALANCE		0.63
01/31/2024			101-751-851.000	END BALANCE	0.00	0.00	0.63
01/01/2024			101-751-860.000 TRANSPORTATION		BEG. BALANCE		0.00
01/31/2024			101-751-860.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-880.000 COMMUNITY PROMOTION		BEG. BALANCE		7,500.00
01/31/2024			101-751-880.000	END BALANCE	0.00	0.00	7,500.00
01/01/2024			101-751-881.000 PROGRAMMING - RECREATION REVOL		BEG. BALANCE		1,019.34
01/31/2024			101-751-881.000	END BALANCE	0.00	0.00	1,019.34
01/01/2024			101-751-882.000 PROGRAMMING - FARMERS MARKET		BEG. BALANCE		0.00
01/31/2024			101-751-882.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-900.000 PRINTING AND PUBLISHING		BEG. BALANCE		0.00
01/31/2024			101-751-900.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-920.000 ELECTRIC		BEG. BALANCE		0.00
01/31/2024			101-751-920.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-921.000 NATURAL GAS		BEG. BALANCE		0.00
01/31/2024			101-751-921.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-922.000 WATER		BEG. BALANCE		0.00
01/31/2024			101-751-922.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-930.000 REPAIRS AND MAINTENANCE		BEG. BALANCE		0.00
01/31/2024			101-751-930.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-930.200 REPAIRS - STREETS MAINTENANCE		BEG. BALANCE		0.00
01/31/2024			101-751-930.200	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-955.000 CONFERENCES		BEG. BALANCE		70.00
01/31/2024			101-751-955.000	END BALANCE	0.00	0.00	70.00
01/01/2024			101-751-956.000 MEMBERSHIPS		BEG. BALANCE		0.00
01/31/2024			101-751-956.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-968.000 DEPREC.-TRANS OUT		BEG. BALANCE		0.00
01/31/2024			101-751-968.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-972.000 CAPITAL OUTLAY		BEG. BALANCE		0.00
01/31/2024			101-751-972.000	END BALANCE	0.00	0.00	0.00
01/01/2024			101-751-995.000 OPERATING TRANS OUT		BEG. BALANCE		0.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			101-751-995.000 OPERATING TRANS OUT				
01/31/2024			101-751-995.000	END BALANCE	0.00	0.00	0.00

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