

**DUNDAS PARKS AND RECREATION BOARD
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 8, 2022
7:00 PM CITY HALL**

1. CALL TO ORDER

- a. Roll Call/Notification of Quorum
- b. Approval of Agenda*
Motion by _____, second by _____ to approve Agenda
- c. Approval of Minutes of Regular Meeting, January 11, 2022*
Motion by _____, second by _____ to approve minutes

2. OLD BUSINESS

- a. Easter Egg Hunt
- b. Night to Unite
- c. 2022 Budget/CIP Review

3. NEW BUSINESS

- a. Change Meeting Dates: August 9 and November 8
- b.

4. ANNOUNCEMENTS

- a. Upcoming Council Meetings – Mondays February 28 and March 28, 2022 at 7:00 PM
- b. Next Park Board Meeting – Tuesday, March 8 at 7:00 PM

5. AGENDA ITEMS for March 8, 2022

- a.
- b.

6. ADJOURNMENT

Motion by _____, second by _____

**DUNDAS PARKS AND RECREATION BOARD
REGULAR MEETING MINUTES
TUESDAY, JANUARY 11, 2022
7:00 PM CITY HALL**

UNOFFICIAL MINUTES

Present: Larry Fowler, Doug Johnson, Gordon Kelley, Carrie Rice

Absent: Ashley Gallagher

Staff Administrator Jenelle Teppen

CALL TO ORDER

Acting Chair Rice called the meeting to order at 7:00 p.m. A quorum was present.

Approval of Agenda

Motion by Fowler, second by Johnson, to approve Agenda. Motion Carried Unanimously (MCU)

Approval of Minutes of Regular Meeting, November 9, 2021

Motion by Fowler, second by Rice to approve minutes of November 9, 2021. MCU

ELECTION OF OFFICERS

Election of Chair

Motion by Kelley, second by Johnson, to elect Ashley Gallagher as President. MCU

Election of Vice Chair

Motion by Kelley, second by Johnson, to elect Carrie Rice as Vice President. MCU

Election of Secretary

Motion by Kelley, second by Fowler, to elect Doug Johnson as Secretary. MCU

OLD BUSINESS

Date for 2022 Easter Egg Hunt

The 2022 Easter Egg Hunt will be on Saturday, April 9 with a time to be determined later.

Date for Night to Unite

Suggestion was to wait for the Dundas Baseball Association's summer schedule and coordinate with a possible ballgame in Dundas.

NEW BUSINESS

Events for 2022

Three events for 2022 to be held will be Easter Egg Hunt, Night to Unite and Trunk or Treat.

Memorial Park Shelter Rentals 2022

The Commission agreed to have the Memorial Park pavilion professionally cleaned and sanitized after each rental for this year due to COVID.

AGENDA ITEMS for February 8, 2022

- a. Egg Hunt
- b. Night to Unite
- c. 2022 Budget/CIP review

ADJOURNMENT

Acting Chair Rice adjourned the meeting at 7: 41 p.m.

Ashley Gallagher, Chair

AEM Expenditure Budget Worksheet

| Account Descr | 2018 Amt | 2019 Amt | 2020 YTD Amt | 2020 Budget | 2021 Budget |
|--|--------------|--------------|--------------|--------------|--------------|
| E 101-43100-438 Assessments/Taxes/Penalties | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-43100-440 Cleaning Service | \$249.29 | \$642.39 | \$127.49 | \$0.00 | \$500.00 |
| E 101-43100-500 Capital Outlay | \$34,297.00 | \$80,753.63 | \$1,850.00 | \$11,339.00 | \$0.00 |
| E 101-43100-580 Equipment | \$3,446.48 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Dept 43100 Hwys, Streets, & Roads | \$158,092.31 | \$227,449.20 | \$175,854.17 | \$188,066.00 | \$185,070.00 |
| Dept 43124 Street Lighting | | | | | |
| E 101-43124-381 Electricity | \$21,320.32 | \$21,364.22 | \$16,796.12 | \$25,813.00 | \$30,000.00 |
| E 101-43124-400 Repairs and Maintenance | \$237.00 | \$15.09 | \$799.00 | \$0.00 | \$0.00 |
| Dept 43124 Street Lighting | \$21,557.32 | \$21,379.31 | \$17,595.12 | \$25,813.00 | \$30,000.00 |
| Dept 45200 Parks | | | | | |
| E 101-45200-100 Salaries and Wages | \$13,066.40 | \$21,085.08 | \$10,843.19 | \$10,746.00 | \$15,890.00 |
| E 101-45200-102 Overtime | \$316.34 | \$646.41 | \$391.57 | \$0.00 | \$0.00 |
| E 101-45200-121 PERA | \$836.30 | \$1,286.90 | \$890.68 | \$806.00 | \$1,120.00 |
| E 101-45200-122 Payroll Taxes | \$1,023.66 | \$1,646.67 | \$1,105.01 | \$822.00 | \$1,220.00 |
| E 101-45200-131 Employer Paid Health | \$0.00 | \$680.73 | \$2,737.93 | \$1,960.00 | \$1,840.00 |
| E 101-45200-133 Employer Paid Dental | \$26.06 | \$30.31 | \$24.83 | \$0.00 | \$40.00 |
| E 101-45200-134 Employer Paid Life | \$17.12 | \$19.58 | \$16.00 | \$0.00 | \$20.00 |
| E 101-45200-142 Unemployment Benefit Payment | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-151 Worker s Comp Insurance Prem | \$915.00 | \$772.93 | \$647.10 | \$311.00 | \$540.00 |
| E 101-45200-200 Supplies | \$1,115.57 | \$1,150.03 | \$975.28 | \$2,020.00 | \$2,000.00 |
| E 101-45200-210 Supplies/Water Meter, Etc. | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-211 Equipment Fuel | \$85.87 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-221 Equipment | \$0.00 | \$0.00 | \$397.50 | \$0.00 | \$0.00 |
| E 101-45200-226 Signs | \$640.60 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-303 Engineering Fees | \$1,876.25 | \$2,623.50 | \$1,595.50 | \$0.00 | \$2,000.00 |
| E 101-45200-304 Legal Fees | \$126.75 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-310 Professional Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-313 Planning Fee s | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-319 Programming Fees | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-321 Telephone & Communications | \$0.00 | \$0.00 | \$0.00 | \$608.00 | \$0.00 |
| E 101-45200-322 Postage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-330 Travel | \$5.58 | \$268.46 | \$14.00 | \$0.00 | \$0.00 |
| E 101-45200-340 Advertising | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-351 Legal Notices Publishing | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-360 Liability Insurance | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-362 Property Insurance | \$17,216.00 | \$12,813.00 | \$28,515.69 | \$19,091.00 | \$24,240.00 |
| E 101-45200-381 Electricity | \$2,486.90 | \$6,126.26 | \$3,377.53 | \$3,958.00 | \$4,100.00 |
| E 101-45200-384 Refuse/Garbage Disposal | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-387 Street & Park Lighting | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-400 Repairs and Maintenance | \$391.95 | \$10,183.45 | \$12,418.26 | \$12,770.00 | \$10,000.00 |
| E 101-45200-406 Grounds Maintence | \$11,859.02 | \$13,643.15 | \$11,010.00 | \$12,870.00 | \$12,900.00 |
| E 101-45200-407 Snow Plowing | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-408 Sand/Rock/Dirt | -\$0.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-409 St. Sweeping | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-413 Rental | \$1,750.00 | \$1,700.00 | \$1,200.00 | \$1,848.00 | \$1,850.00 |
| E 101-45200-430 Miscellaneous | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-433 Dues and Subscriptions | \$0.00 | \$0.00 | \$0.00 | \$250.00 | \$0.00 |
| E 101-45200-438 Assessments/Taxes/Penalties | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-440 Cleaning Service | \$491.40 | \$0.00 | \$1,058.06 | \$439.00 | \$0.00 |
| E 101-45200-500 Capital Outlay | \$124,685.00 | \$0.00 | \$340.35 | \$15,617.00 | \$0.00 |
| E 101-45200-580 Equipment | \$346.47 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-45200-810 Refunds/Reimbursements | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

CITY OF DUNDAS

AEM Expenditure Budget Worksheet

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| Account Descr | 2018 Amt | 2019 Amt | 2020 YTD Amt | 2020 Budget | 2021 Budget |
|---|----------------|----------------|----------------|----------------|----------------|
| Dept 45200 Parks | \$179,277.74 | \$74,676.46 | \$77,558.48 | \$84,116.00 | \$77,760.00 |
| Dept 46500 Economic Development | | | | | |
| E 101-46500-810 Refunds/Reimbursements | \$0.00 | \$3,053.41 | \$1,526.48 | \$0.00 | \$3,055.00 |
| Dept 46500 Economic Development | \$0.00 | \$3,053.41 | \$1,526.48 | \$0.00 | \$3,055.00 |
| Dept 47000 Debt Service | | | | | |
| E 101-47000-601 Debt Srv Bond Principal | \$23,993.20 | \$23,993.00 | \$23,993.00 | \$0.00 | \$23,995.00 |
| E 101-47000-611 Bond Interest | \$0.37 | \$1,919.00 | \$1,439.70 | \$0.00 | \$960.00 |
| E 101-47000-620 Fiscal Agent s Fees | \$0.00 | \$500.00 | \$0.00 | \$0.00 | \$0.00 |
| E 101-47000-720 Operating Transfers | \$0.00 | \$27,974.00 | \$293,497.24 | \$0.00 | \$0.00 |
| Dept 47000 Debt Service | \$23,993.57 | \$54,386.00 | \$318,929.94 | \$0.00 | \$24,955.00 |
| Dept 49300 Other Financing Uses | | | | | |
| E 101-49300-510 Land | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Dept 49300 Other Financing Uses | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Dept 49360 Transfer | | | | | |
| E 101-49360-720 Operating Transfers | \$80,344.00 | \$0.00 | \$0.00 | \$0.00 | \$233,900.00 |
| Dept 49360 Transfer | \$80,344.00 | \$0.00 | \$0.00 | \$0.00 | \$233,900.00 |
| Fund 101 GENERAL FUND | \$1,203,159.45 | \$1,248,169.92 | \$1,327,276.49 | \$1,101,104.00 | \$1,455,050.00 |
| Fund 201 GAMBLING | | | | | |
| Dept 45200 Parks | | | | | |
| E 201-45200-500 Capital Outlay | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$53,000.00 |
| E 201-45200-720 Operating Transfers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Dept 45200 Parks | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$53,000.00 |
| Dept 49360 Transfer | | | | | |
| E 201-49360-720 Operating Transfers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Dept 49360 Transfer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Fund 201 GAMBLING | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$53,000.00 |

**Dundas Capital Improvement
Repair / Replacement Worksheet**

2021

DRAFT 8/23/21

| Dept. | Improvement / Repair / Replacement | Estimated Cost | Priority | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | Future | Notes |
|-----------------------------|---|----------------|----------|------------|--------------|--------------|------------|-----------|-----------|------------|---|
| General Government | | | | | | | | | | | |
| Parks and Recreation | | | | | | | | | | | |
| P&R | Trail at Millstone Park | \$ 18,000 | Low | | | | | \$ 18,000 | | | |
| P&R | Shelter at Millstone Park | \$ 15,000 | Low | | | | | \$ 15,000 | | | |
| P&R | Video Security / Memorial Park (City Portion) | \$ 6,000 | High | \$ 6,000 | | | | | | | |
| P&R | Shelter at Pinnacle Park | \$ 15,000 | Medium | | | | \$ 15,000 | | | | |
| P&R | Relocate Dog Park | \$ 40,000 | High | | | \$ 40,000 | | | | | |
| P&R | Regional Trail Parking Lot | \$ 30,000 | High | | | \$ 30,000 | | | | | |
| P&R | Playset Replacement Memorial Park | \$ 53,000 | High | \$ 53,000 | | | | | | | |
| P&R | Memorial Park Vehicle Access Improvements | \$ 109,000 | High | | \$ 109,000 | | | | | | State Tournament Prep |
| P&R | Memorial Park Trail Improvements | \$ 40,000 | High | | \$ 40,000 | | | | | | State Tournament Prep |
| P&R | Memorial Park Pedestrian Bridge Decking | \$ 15,000 | Medium | | | \$ 15,000 | | | | | |
| P&R | Sidewalks/Trails/Various | \$ 180,000 | High | \$ 80,000 | | \$ 50,000 | \$ 50,000 | | | | |
| P&R | Sculpture Area Improvements | \$ 55,000 | Medium | \$ 55,000 | | | | | | | |
| P&R | Tower Park Improvements | \$ 75,000 | Medium | | | | \$ 75,000 | | | | |
| Public Safety | | | | | | | | | | | |
| PS | Fire Service Capital Equipment | | High | \$ 13,000 | \$ 13,000 | \$ 13,000 | \$ 13,000 | \$ 14,000 | \$ 14,000 | | Annually - will increase with inflation |
| PS | Squad Car | \$ 35,000 | High | \$ 35,000 | | | | | | | |
| Public Works | | | | | | | | | | | |
| PW | Railway Street Lighting | \$ 120,000 | High | \$ 40,000 | \$ 40,000 | \$ 40,000 | | | | | |
| PW | PW Utility Truck 1 3/4 TN | \$ 75,000 | Low | | \$ 75,000 | | | | | | |
| PW | Forest Street repair | \$ 300,000 | Medium | | | \$ 300,000 | | | | | |
| PW | Plow truck | \$ 240,000 | High | \$ 240,000 | | | | | | | |
| PW | PW Cold Storage Building | \$ 230,000 | High | | | \$ 230,000 | | | | | |
| PW | Permanent Traffic Signal @ Hester & 3 | \$ 185,000 | Low | | | | | | | \$ 185,000 | |
| PW | PW Truck | \$ 35,000 | Medium | | | \$ 35,000 | | | | | |
| PW | 115th Street Improvements | \$ 1,000,000 | High | | \$ 250,000 | \$ 750,000 | | | | | |
| PW | PW Building Expansion | \$ 300,000 | Low | | | | | | | \$ 300,000 | Add bay to north side |
| PW | Hester Street/TH 3 EVP | \$ 11,200 | High | | \$ 11,200 | | | | | | Cost share |
| Sanitary Sewer | | | | | | | | | | | |
| PWSS | LS #2 Rehab | \$ 40,000 | Medium | | | | \$ 40,000 | | | | Built in 2004 |
| PWSS | Effluent Pre-treatment | \$ 500,000 | High | | \$ 500,000 | | | | | | |
| Water | | | | | | | | | | | |
| PWW | WM Loop from Millstone Ln to Hester along CR 78 | \$ 220,000 | Medium | | | \$ 220,000 | | | | | |
| Storm Water | | | | | | | | | | | |
| SW | Detention Pond Rehabilitaion | \$ 195,000 | High | \$ 75,000 | | \$ 120,000 | | | | \$ 35,000 | |
| SW | New Pond near Kolb Lane / West Ave | \$ 75,000 | Low | | | | | | | \$ 75,000 | |
| Total | | | | \$ 597,000 | \$ 1,038,200 | \$ 1,843,000 | \$ 193,000 | \$ 47,000 | \$ 14,000 | \$ 595,000 | |