



**Agenda**  
**THOMAS TOWNSHIP REGULAR PARK COMMISSION MEETING**  
**March 20<sup>th</sup> 2023**  
**6:30pm**  
**Public Safety Building**  
**8215 Shields Drive**  
**Saginaw, MI 48609**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of February 27<sup>th</sup> 2023 minutes
6. Approval of Expenditures
7. Public Comment

It is requested that you state your name and address for the record.

8. New Business
  - a. Mini Camp (week of July 4<sup>th</sup>) discussion and review.
9. Old Business
  - a. Peace Lutheran Ministries Family in Faith Event Proposal at Roethke Park.
10. Reports
  - A. Parks Report: Attached
  - B. Sports Committee report: None
  - C. Concert Committee Report: None
  - D. Finance Committee Report: None
  - E. Commissioners:

11. Other Business

12. Adjournment

Thomas Township will provide necessary reasonable auxiliary aids and services to any individuals with disabilities who plan to attend this public meeting. Persons interested in such services need to contact the Thomas Township Manager's offices at 249 N. Miller Road, Saginaw, Michigan 48609, by phone at 989-781-0150, or by fax at 989-781-0290 at least five (5) working days prior to the meeting. In the case that advanced notice for accommodations is not possible, every reasonable effort will be made to accommodate the disabled.



**Thomas Township Parks & Recreation Commission  
Regular Meeting Minutes  
Monday, February 27<sup>th</sup>, 2023  
6:30pm  
8215 Shields Drive  
Saginaw, MI 48609**

1. The regular commission meeting called to order at 6:30 pm by Chairman, Scott Branch.
2. PRESENT: Sova, Blower, Branch, Aimar, Rusch, Hoffman, Alworden (6:39pm)  
ABSENT: None

ALSO PRESENT: John Corriveau (Parks Director), Tyler Sutherland (Assistant Parks Director)  
Sue Prevost (Secretary), Haley Cottrell, Henry Trier.

3. Pledge of Allegiance recited.
4. Motion made by Hoffman, seconded by Aimar, to approve the agenda as presented. Motion carried unanimously.

**Agenda  
THOMAS TOWNSHIP REGULAR PARK COMMISSION MEETING  
February 27<sup>th</sup> 2023  
6:30pm  
Public Safety Building  
8215 Shields Drive  
Saginaw, MI 48609**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of January 23<sup>rd</sup> 2023 minutes
6. Approval of Expenditures
7. Public Comment  
It is requested that you state your name and address for the record.
  - a. Peace Lutheran Ministries Event
8. Public Hearing
  - a. Public Hearing for the 2023 Michigan Trust Fund Land Acquisition Grant Application for the Purchase of additional park lands to expand the Thompson Memorial Disc Golf Course.
9. New Business
  - a. Approve the grant resolution 23-02P for the application of the 2023 Michigan trust Fund Land Acquisition Grant for the Purchase of additional park lands to expand the Thompson Memorial Disc Golf Course.
  - b. Approve Parks and Recreation Fees for 2023/24.
  - c. Approve the Concert Committee 2023 Picnic in the Park Concert band recommendations.
  - d. Approve the 2023/24 Parks and Recreation Budget.
10. Old Business
  - a. None
11. Reports
  - A. Parks Report: Attached
  - B. Sports Committee report:
  - C. Concert Committee Report:
  - D. Finance Committee Report:
  - E. Commissioners:
12. Other Business
13. Adjournment



5. Motion made by Aimar, seconded by Sova, to approve January 23<sup>rd</sup>, 2023 meeting minutes as presented. Motion carried unanimously.
6. Motion made by Sova, seconded by Aimar, to approve February expenditures for 2023 as presented. Motion carried unanimously.
7. Public Comment: Haley Cottrell (7545 Geddes Road), the Ministry Events Coordinator for Peace Lutheran Ministries, presented a rental proposal to Park Commissioners. The proposal for their **Family in Faith** event would be held at Roethke Park on Saturday, July 22<sup>nd</sup>, 2023. The ministry requests the rental of Pavilion #1, Pavilion #2, and the Concert Bandshell for their event.  
Here is the proposed event timeline:

12-4pm	Set up
4-6pm	Art in the Park Rotations, play yard games, & picnic with Praise Band playing some songs to the families
6-7pm	Outdoor Worship Service (with music)
7-9pm	Break down

Park Director John Corriveau requested a list of music to be submitted to the commission to review. A decision will be made at the Park Commission meeting on Monday, March 20<sup>th</sup>, 2023.

8. Public Hearing: Public Hearing for the 2023 Michigan Trust Fund Land Acquisition Grant Application for the purchase of additional park lands at Robert Park to expand the Thompson Memorial Disc Golf Course.
9. New Business:
  - A. Approval of the grant resolution 23-02P for the application of the 2023 Michigan Trust Fund Land Acquisition Grant for the purchase of additional park lands to expand the Thompson Memorial Disc Golf Course at Roberts Park. A map showing the parcel location was shared with a drafted layout of the disc golf course. A short discussion was had in regards to how popular this addition will be.



Motion made by Sova, seconded by Blower to approve Resolution 23-02P.

Roll call vote required.

Ayes: Sova, Blower, Alworden, Branch, Aimar, Rusch, Hoffman

Absent: None

Nays: None

Abstain: None

Motion carried unanimously.

- B. Approval of the recommended 2023/2024 Parks and Recreation Fee schedule and proposed Nature Center Fee Schedule. Based on the SWAT analysis, Director Corriveau recommended an increase of \$10 for all sports programs and Summer Day Camp. Blower agreed with the \$10 increase for residents and suggested a \$15 increase for non-residents. Blower also recommended a pavilion price decrease to local businesses to be the same as a non-resident. The Park Commission agreed businesses inside Thomas Township should not pay more than non-residents. Motion was made by Rusch, supported by Alworden, to approve the 2023 Parks and Recreation Fee Schedule. Motion carried unanimously.
- C. Approval of the Band Selection for the 2023 Summer Concert Series. Prior to the regularly scheduled park commission meeting, the concert committee met to review bands and fees. The selection was presented for approval. Motion was made by Aimar, supported by Sova to approve the 2023 Summer Concert Series Band Selections. Motion carried unanimously.
- D. Approval of the 2023/24 Parks and Recreation Budget. Director Corriveau presented the 2023/2024 Parks and Recreation budget discussing projects and other key aspects regarding the budget. Motion was made by Blower, supported by Alworden to approve the 2023 Parks and Recreation Budget to the Thomas Township Board for Budget review. Motion carried unanimously.

10. Old Business: None



## 11. Reports

### A. Parks Report:

Parks Director John Corriveau presented the following:

- ROETHKE PARK: The park is very quiet this time of year. Yoga is taking place in the Depot on Mondays at 10 am and Thursdays at 9 am.
- ROBERTS PARK: The park is still field with people walking the trails. Spring Soccer registration has begun and with Flag Football so it won't be long until the park is busy once again.
- COMMUNITY PARK: The ice rink has not had a good year with the weather.
- DAY PARK: We finally got some more snow so the park is full again!
- SPORTS AND PROGRAMS: Registration for Spring Soccer, Flag Football and third session of Archery Classes has begun. We are starting to look at Day Camp ideas, field trips and staffing as summer is quickly approaching.
- NATURE CENTER PRESERVE: We have been meeting the contractors for electrical, drywall, windows and tree removal. Lynda has been very busy coordinating all the projects that she has going on down there. Spicer has been out surveying the dike for the new trails and bench locations for the permit to do the work from EGLE. We are planning a grand opening for this summer!
- EVENTS: None

### B. Concert Committee Report:

The Concert Committee met at 6pm on Monday February 27<sup>th</sup> and selected the 2023 Picnic in the Park line up and Fees. A tentative schedule and fees were agreed upon and presented to the rest of the board at the regularly scheduled Park Commission meeting at 6:30pm on Monday February 27<sup>th</sup>. The selection is as follows:

#### Option A.

(9 Bands)

6/13	CEYX	\$900
6/20	JAM (Jesus and Music)	Still Verifying for 2023
6/27	Michele Spitz	\$1,000 - \$100 fee increase
7/11	Todd Michael Band	\$900
7/18	Voortex Jazz & Blues	\$800 (New)



7/25	Toppermost	\$1,000
8/1	Laurie & the Lefties	\$900 - \$100 fee increase
8/8	The Rock Show	\$1,100 - \$100 fee increase
8/15	The Savior Machines	\$600

Option B.

(8 Bands)

6/13	No Concert	
6/20	CEYX	\$900
6/27	Michele Spitz	\$1,000 - \$100 fee increase
7/11	Todd Michael Band	\$900
7/18	Voortex Jazz & Blues	\$800 (New)
7/25	Toppermost	\$1,000
8/1	Laurie & the Lefties	\$900 - \$100 fee increase
8/8	The Rock Show	\$1,100 - \$100 fee increase
8/15	The Savior Machines	\$600

12. Other Business:

Assistant Director Sutherland presented Park Commissioners a new Thomas Township Parks & Recreation Activity Guide for 2023/2024. The brochure is a comprehensive listing of all athletic & specialty programs, park events, and park information.

13. Adjournment: Motion made by Hoffman, seconded by Alworden to adjourn the meeting at 8:03 p.m. Motion carried unanimously.

\_\_\_\_\_  
Craig Aimar, Secretary

\_\_\_\_\_  
Dated

**The next regular Park Commission Meeting will be Monday, March 20<sup>th</sup>, 2023  
at the Public Safety Administration Building, 8215 Shields Drive, Saginaw MI 48609.**



**PARK COMMISSION AGENDA ITEM**

- **MEETING DATE:** March 20<sup>th</sup> 2023
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director
- **AGENDA TOPIC:** Approval of Expenditures
- **EXPLANATION OF TOPIC:**
- **POSSIBLE COURSES OF ACTION:** Approve/Deny/Table
- **SUGGESTED/REQUESTED MOTION:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve expenditures totaling \$17,928.91 with individual fund totals as follows:

Administration.....	8,236.24
Senior Citizens.....	691.93
Youth Clinics.....	523.74
Basketball.....	1,760.22
Archery.....	235.00
Operations and Maintenance.....	4,415.38
Train.....	2,066.40

er: DEIDRE  
: Thomas Township

NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDC
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2023	NORMAL (ABNORMAL)	MONTH 03/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
nd 101 - GENERAL OPERATING FUND										
venues										
Pt 000										
1-000-566.000	GRANT	600,000.00		201,861.92		0.00		398,138.08		33.64
1-000-640.763	PROGRAM FEES SOCCER	22,000.00		19,013.00		3,070.00		2,987.00		86.42
1-000-640.764	PROGRAM FEES YOUTH SOFTBALL	2,800.00		175.00		5.00		2,625.00		6.25
1-000-640.765	PROGRAM FEES ADULT SOFTBALL	4,000.00		2,780.00		0.00		1,220.00		69.50
1-000-640.766	PROGRAM FEES CLINICS	7,500.00		13,479.52		0.00		(5,979.52)		179.73
1-000-640.767	PROGRAM FEES BASKETBALL	6,500.00		12,532.50		0.00		(6,032.50)		192.81
1-000-640.768	PROGRAM FEES ARCHERY	7,000.00		5,460.00		0.00		1,540.00		78.00
1-000-640.769	PROGRAMS FEES VOLLEYBALL	1,700.00		3,700.00		0.00		(2,000.00)		217.65
1-000-640.770	5K RUN/WALK	1,500.00		0.00		0.00		1,500.00		0.00
1-000-640.771	PROGRAM FEES FLAG FOOTBALL	1,500.00		1,775.00		1,150.00		(275.00)		118.33
1-000-640.772	PROGRAM FEES NATURE PRESERVE/CENTER	3,000.00		0.00		0.00		3,000.00		0.00
1-000-645.000	DAY CAMP	22,000.00		29,184.80		0.00		(7,184.80)		132.66
1-000-647.000	TRAIN	30,000.00		36,606.43		0.00		(6,606.43)		122.02
1-000-647.100	WINTER WONDERLAND REVENUE	12,000.00		6,063.00		0.00		5,937.00		50.53
1-000-648.000	SWIM PROGRAMS	17,600.00		20,025.00		0.00		(2,425.00)		113.78
1-000-649.000	SALES	500.00		700.00		0.00		(200.00)		140.00
1-000-650.000	CONCESSIONS	2,200.00		902.05		0.00		1,297.95		41.00
1-000-667.000	PAVILION RENTAL	7,500.00		5,560.00		150.00		1,940.00		74.13
1-000-667.025	FARMER'S MARKET REVENUE	0.00		1,270.00		0.00		(1,270.00)		100.00
1-000-667.150	BUILDING RENTAL REVENUE NATURE PRESERVE	5,000.00		0.00		0.00		5,000.00		0.00
1-000-667.200	LEASE AGREEMENTS	6,600.00		0.00		0.00		6,600.00		0.00
1-000-675.000	DONATIONS/CONTRIBUTION	14,250.00		2,000.00		0.00		12,250.00		14.04
total Dept 000		775,150.00		363,088.22		4,375.00		412,061.78		46.84
TAL REVENUES		775,150.00		363,088.22		4,375.00		412,061.78		46.84
penditures										
Pt 752 - ADMINISTRATION										
1-752-704.000	SALARIES FULL-TIME	122,534.00		115,149.99		5,138.38		7,384.01		93.97
1-752-704.250	SALARY-STIPEND DEGREE	3,000.00		3,642.16		153.84		(642.16)		121.41
1-752-704.400	SICK DAY PAY OFF	3,000.00		752.88		0.00		2,247.12		25.10
1-752-705.000	WAGES PART-TIME HOURLY	25,000.00		32,423.53		1,213.05		(7,423.53)		129.69
1-752-715.000	FICA EMPLOYER CONTRIBUTION	11,964.00		11,549.51		500.52		414.49		96.54
1-752-716.000	HEALTH INSURANCE	21,413.00		20,802.24		0.00		610.76		97.15
1-752-716.050	HEALTH SAVINGS ACCOUNT	5,725.00		5,695.38		52.92		29.62		99.48
1-752-716.100	VISION/SHORT TERM DISAB/LIFE	1,354.00		1,495.21		0.00		(141.21)		110.43
1-752-716.200	DENTAL INSURANCE	2,378.00		2,194.53		0.00		183.47		92.28
1-752-716.300	INSURANCE LONG TERM DISABILIT	372.00		371.09		0.00		0.91		99.76
1-752-718.000	PENSION EMPLOYER CONTRIBUTION	15,424.00		14,345.53		635.07		1,078.47		93.01
1-752-719.000	WORKMEN'S COMP	2,380.00		2,133.90		84.98		246.10		89.66
1-752-740.000	OPERATING SUPPLIES	3,500.00		2,067.67		33.23		1,432.33		59.08
1-752-745.000	OPERATING SUPPLIES OFFICE EQUIP/FURNITU	1,500.00		1,672.00		0.00		(172.00)		111.47
1-752-800.000	ADMINISTRATION FEE	10,556.00		0.00		0.00		10,556.00		0.00
1-752-803.000	AUDIT	882.00		864.00		0.00		18.00		97.96
1-752-804.000	MEMBERSHIP & DUES	955.00		1,007.50		0.00		(52.50)		105.50
1-752-817.000	PROFESSIONAL SERVICES	1,000.00		2,307.71		1,354.25		(1,307.71)		230.77
1-752-836.000	EMPLOYMENT PHYSICALS	204.00		204.00		0.00		0.00		100.00
1-752-900.000	LEGAL NOTICES	0.00		101.52		0.00		(101.52)		100.00
1-752-901.000	PRINTING & PUBLISHING	2,750.00		0.00		0.00		2,750.00		0.00
1-752-936.000	MAINTENANCE AGREEMENTS	0.00		166.66		0.00		(166.66)		100.00
1-752-960.000	EDUCATION & TRAINING	2,150.00		840.00		(930.00)		1,310.00		39.07



Prepared by: DEIDRE Thomas Township

LINE NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE		% BGDG USED	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2023	NORMAL (ABNORMAL)		NORMAL	(ABNORMAL)		
nd 101 - GENERAL OPERATING FUND										
penditures										
Total Dept 752 - ADMINISTRATION										
		238,041.00		219,787.01		8,236.24	18,253.99		92.33	
pt 761 - SWIM PROGRAMS										
1-761-705.000	WAGES PART-TIME HOURLY	21,000.00		17,912.06		0.00	3,087.94		85.30	
1-761-715.000	FICA EMPLOYER CONTRIBUTION	1,350.00		1,370.28		0.00	(20.28)		101.50	
1-761-719.000	WORKMEN'S COMP	76.00		252.89		0.00	(176.89)		332.75	
1-761-740.000	OPERATING SUPPLIES	7,887.00		3,921.91		0.00	3,965.09		49.73	
1-761-930.000	REPAIRS/MAINTENANCE	2,500.00		2,962.27		0.00	(462.27)		118.49	
Total Dept 761 - SWIM PROGRAMS										
		32,813.00		26,419.41		0.00	6,393.59		80.52	
pt 762 - SENIOR CITIZENS PROGRAMS										
1-762-740.000	OPERATING SUPPLIES	9,000.00		2,448.88		691.93	6,551.12		27.21	
Total Dept 762 - SENIOR CITIZENS PROGRAMS										
		9,000.00		2,448.88		691.93	6,551.12		27.21	
pt 763 - SOCCER										
1-763-705.000	WAGES PART-TIME HOURLY	5,000.00		4,029.04		0.00	970.96		80.58	
1-763-715.000	FICA EMPLOYER CONTRIBUTION	500.00		308.20		0.00	191.80		61.64	
1-763-719.000	WORKMEN'S COMP	200.00		255.97		0.00	(55.97)		127.99	
1-763-740.000	OPERATING SUPPLIES	5,300.00		4,050.43		0.00	1,249.57		76.42	
1-763-740.300	OPERATING SUPPLIES T-SHIRTS	2,350.00		3,075.20		0.00	(725.20)		130.86	
1-763-740.675	SUPPLIES-CONCESSIONS	1,500.00		343.21		0.00	1,156.79		22.88	
1-763-740.700	OPERATING SUPPLIES-NON PERISH	150.00		0.00		0.00	150.00		0.00	
Total Dept 763 - SOCCER										
		15,000.00		12,062.05		0.00	2,937.95		80.41	
pt 764 - YOUTH SOFTBALL										
1-764-705.000	WAGES PART-TIME HOURLY	750.00		0.00		0.00	750.00		0.00	
1-764-715.000	FICA EMPLOYER CONTRIBUTION	75.00		0.00		0.00	75.00		0.00	
1-764-719.000	WORKMEN'S COMP	25.00		110.09		0.00	(85.09)		440.36	
1-764-740.000	OPERATING SUPPLIES	500.00		0.00		0.00	500.00		0.00	
1-764-740.300	OPERATING SUPPLIES T-SHIRTS	900.00		0.00		0.00	900.00		0.00	
Total Dept 764 - YOUTH SOFTBALL										
		2,250.00		110.09		0.00	2,139.91		4.89	
pt 765 - ADULT SOFTBALL										
1-765-719.000	WORKMEN'S COMP	28.00		35.23		0.00	(7.23)		125.82	
1-765-740.000	OPERATING SUPPLIES	759.00		823.96		0.00	(64.96)		108.56	
1-765-740.300	OPERATING SUPPLIES T-SHIRTS	108.00		65.00		0.00	43.00		60.19	
1-765-810.000	CONTRACTED SERVICES	2,941.00		2,788.00		0.00	153.00		94.80	
Total Dept 765 - ADULT SOFTBALL										
		3,836.00		3,712.19		0.00	123.81		96.77	
pt 766 - YOUTH CLINICS/FLOOR HOCKEY										
1-766-705.000	WAGES PART-TIME HOURLY	3,000.00		3,039.34		283.65	(39.34)		101.31	
1-766-715.000	FICA EMPLOYER CONTRIBUTION	300.00		232.55		21.73	67.45		77.52	
1-766-719.000	WORKMEN'S COMP	80.00		40.82		3.36	39.18		51.03	
1-766-740.000	OPERATING SUPPLIES	800.00		1,662.05		0.00	(862.05)		207.76	
1-766-740.300	OPERATING SUPPLIES T-SHIRTS	700.00		1,028.50		215.00	(328.50)		146.93	
1-766-901.000	PRINTING & PUBLISHING	0.00		392.82		0.00	(392.82)		100.00	

Prepared by: DEIDRE Thomas Township

ACCOUNT NUMBER	DESCRIPTION	PERIOD ENDING 03/31/2023		ACTIVITY FOR MONTH 03/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE (ABNORMAL)	% BUDGET USED
		2022-23 AMENDED BUDGET	YTD BALANCE 03/31/2023 NORMAL (ABNORMAL)			
<b>nd 101 - GENERAL OPERATING FUND</b>						
<b>penditures</b>						
Total Dept 766 - YOUTH CLINICS/FLOOR HOCKEY		4,880.00	6,396.08	523.74	(1,516.08)	131.07
Dept 767 - BASKETBALL		1,350.00	1,379.13	277.53	(29.13)	102.16
1-767-705.000	WAGES PART-TIME HOURLY	225.00	(105.07)	21.20	330.07	(46.70)
1-767-715.000	FICA EMPLOYER CONTRIBUTION	90.00	14.02	3.54	75.98	15.58
1-767-719.000	WORKMEN'S COMP	500.00	1,663.68	299.95	(1,163.68)	332.74
1-767-740.000	OPERATING SUPPLIES	1,350.00	2,433.50	1,158.00	(1,083.50)	180.26
1-767-740.300	OPERATING SUPPLIES T-SHIRTS					
Total Dept 767 - BASKETBALL		3,515.00	5,385.26	1,760.22	(1,870.26)	153.21
Dept 768 - ARCHERY		2,800.00	1,027.66	215.20	1,772.34	36.70
1-768-705.000	WAGES PART-TIME HOURLY	200.00	78.62	16.46	121.38	39.31
1-768-715.000	FICA EMPLOYER CONTRIBUTION	65.00	15.93	3.34	49.07	24.51
1-768-719.000	WORKMEN'S COMP	1,200.00	1,536.00	0.00	(336.00)	128.00
1-768-740.000	OPERATING SUPPLIES	820.00	67.50	0.00	752.50	8.23
1-768-740.300	OPERATING SUPPLIES T-SHIRTS					
Total Dept 768 - ARCHERY		5,085.00	2,725.71	235.00	2,359.29	53.60
Dept 769 - VOLLEYBALL		1,000.00	0.00	0.00	1,000.00	0.00
1-769-705.000	WAGES PART-TIME HOURLY	160.00	0.00	0.00	160.00	0.00
1-769-715.000	FICA EMPLOYER CONTRIBUTION	37.00	0.00	0.00	37.00	0.00
1-769-719.000	WORKMEN'S COMP	250.00	435.23	0.00	(185.23)	174.09
1-769-740.000	OPERATING SUPPLIES					
Total Dept 769 - VOLLEYBALL		1,447.00	435.23	0.00	1,011.77	30.08
Dept 770 - OPERATIONS & MAINTENANCE		4,000.00	3,032.78	627.94	967.22	75.82
1-770-704.100	WAGES FULL-TIME HOURLY	61,000.00	52,430.54	633.50	8,569.46	85.95
1-770-705.000	WAGES PART-TIME HOURLY	3,500.00	4,049.60	123.60	(549.60)	115.70
1-770-712.000	WAGES JANITORIAL	5,000.00	4,536.35	102.80	463.65	90.73
1-770-715.000	FICA EMPLOYER CONTRIBUTION	30.00	660.21	5.45	(630.21)	2,200.70
1-770-716.050	HEALTH SAVINGS ACCOUNT	360.00	363.92	75.35	(3.92)	101.09
1-770-718.000	PENSION EMPLOYER CONTRIBUTION	1,500.00	1,380.03	21.95	119.97	92.00
1-770-719.000	WORKMEN'S COMP	0.00	44.27	0.00	(44.27)	100.00
1-770-721.000	UNEMPLOYMENT COMPENSATION	3,700.00	2,052.29	0.00	1,647.71	55.47
1-770-740.000	OPERATING SUPPLIES	33,500.00	37,296.64	0.00	(3,796.64)	111.33
1-770-810.000	CONTRACTED SERVICES	1,500.00	2,100.95	0.00	(600.95)	140.06
1-770-850.100	TELEPHONE	1,000.00	1,606.11	0.00	(606.11)	160.61
1-770-850.100	WIRELESS COMMUNICATIONS	14,063.00	12,109.00	0.00	1,954.00	86.11
1-770-910.000	INSURANCE GENERAL LIABILITY	27,000.00	24,574.92	229.32	2,425.08	91.02
1-770-920.000	UTILITIES	67,200.00	51,358.79	2,465.97	15,841.21	76.43
1-770-930.000	REPAIRS/MAINTENANCE	5,000.00	3,328.79	0.00	1,671.21	66.58
1-770-938.100	VEHICLE EXPENSE	7,000.00	9,510.21	129.50	(2,510.21)	135.86
1-770-938.100	GAS & DIESEL FUEL	1,600.00	3,375.01	0.00	(1,775.01)	210.94
1-770-940.000	PORTABLE TOILET RENTAL	3,000.00	933.87	0.00	2,066.13	31.13
1-770-940.100	EQUIPMENT RENTAL	0.00	2,773.67	0.00	(2,773.67)	100.00
1-770-940.400	LEASE AGREEMENTS LAND/RAILROAD	31,000.00	27,089.00	0.00	3,911.00	87.38
1-770-970.000	CAPITAL OUTLAY					

Prepared by: DEIDRE  
 for: Thomas Township  
 Period Ending: 03/31/2023

LINE NUMBER	DESCRIPTION	2022-23		YTD BALANCE 03/31/2023	ACTIVITY FOR MONTH 03/31/2023	AVAILABLE BALANCE	% BGD USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
<b>Fund 101 - GENERAL OPERATING FUND</b>							
<b>Expenditures</b>							
Total Dept 770 - OPERATIONS & MAINTENANCE		270,953.00		244,606.95	4,415.38	26,346.05	90.28
Dept 771 - FLAG FOOTBALL							
01-771-705.000	WAGES PART-TIME HOURLY	500.00		0.00	0.00	500.00	0.00
01-771-715.000	FICA EMPLOYER CONTRIBUTION	39.00		0.00	0.00	39.00	0.00
01-771-719.000	WORKMEN'S COMP	5.00		110.09	0.00	(105.09)	2,201.80
01-771-740.000	OPERATING SUPPLIES	0.00		745.13	0.00	(745.13)	100.00
01-771-740.300	OPERATING SUPPLIES T-SHIRTS	0.00		462.00	0.00	(462.00)	100.00
Total Dept 771 - FLAG FOOTBALL		544.00		1,317.22	0.00	(773.22)	242.14
Dept 774 - SPECIAL EVENTS							
01-774-705.000	WAGES PART-TIME HOURLY	3,000.00		4,476.83	0.00	(1,476.83)	149.23
01-774-715.000	FICA EMPLOYER CONTRIBUTION	229.00		342.50	0.00	(113.50)	149.56
01-774-719.000	WORKMEN'S COMP	200.00		160.26	0.00	39.74	80.13
01-774-740.000	OPERATING SUPPLIES	11,200.00		13,243.58	0.00	(2,043.58)	118.25
01-774-740.150	OPERATING 5K RUN/WALK	1,250.00		0.00	0.00	1,250.00	0.00
01-774-810.000	CONTRACTED SERVICES	1,800.00		0.00	0.00	1,800.00	0.00
01-774-817.000	PROFESSIONAL SERVICES	7,200.00		8,129.00	0.00	(929.00)	112.90
01-774-901.000	PRINTING & PUBLISHING	1,000.00		1,253.09	0.00	(253.09)	125.31
Total Dept 774 - SPECIAL EVENTS		25,879.00		27,605.26	0.00	(1,726.26)	106.67
Dept 775 - DAY CAMP							
01-775-705.000	WAGES PART-TIME HOURLY	17,500.00		14,524.63	0.00	2,975.37	83.00
01-775-715.000	FICA EMPLOYER CONTRIBUTION	1,300.00		1,111.13	0.00	188.87	85.47
01-775-719.000	WORKMEN'S COMP	260.00		225.14	0.00	34.86	86.59
01-775-740.000	OPERATING SUPPLIES	1,600.00		1,253.48	0.00	346.52	78.34
01-775-901.000	PRINTING & PUBLISHING	1,292.00		1,037.70	0.00	254.30	80.32
Total Dept 775 - DAY CAMP		21,952.00		18,152.08	0.00	3,799.92	82.69
Dept 776 - TRAIN							
01-776-705.000	WAGES PART-TIME HOURLY	1,750.00		120.00	0.00	1,630.00	6.86
01-776-715.000	FICA EMPLOYER CONTRIBUTION	100.00		9.18	0.00	90.82	9.18
01-776-719.000	WORKMEN'S COMP	40.00		1.86	0.00	38.14	4.65
01-776-930.000	REPAIRS/MAINTENANCE	8,500.00		6,196.98	2,066.40	2,303.02	72.91
01-776-938.100	GAS & DIESEL FUEL	350.00		346.74	0.00	3.26	99.07
Total Dept 776 - TRAIN		10,740.00		6,674.76	2,066.40	4,065.24	62.15
TOTAL EXPENDITURES		645,935.00		577,838.18	17,928.91	68,096.82	89.46
Fund 101 - GENERAL OPERATING FUND:							
TOTAL REVENUES		775,150.00		363,088.22	4,375.00	412,061.78	46.84
TOTAL EXPENDITURES		645,935.00		577,838.18	17,928.91	68,096.82	89.46
NET OF REVENUES & EXPENDITURES		129,215.00		(214,749.96)	(13,553.91)	343,964.96	166.20



INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
 POST DATES 02/22/2023 - 03/14/2023  
 JOURNALIZED  
 PAID - CHECK TYPE: PAPER CHECK

3/14/2023 08:55 AM  
 ser: DEIDRE  
 3: Thomas Township

L Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount	Check
and 101 GENERAL OPERATING FUND							
ept 752 ADMINISTRATION							
01-752-740.000	OPERATING SUPPLIES	STAPLES ADVANTAGE	OFFICE SUPPLIES	8069408299	03/07/23	33.23	67057
01-752-817.000	PROFESSIONAL SERVICES	OTTO BRANDT	LEGAL SERVICES	FEBRUARY 2023	03/07/23	70.00	67037
01-752-817.000	PROFESSIONAL SERVICES	SPICER GROUP INC.	ROBERTS PARK SPARK GRANT APP	219654	03/07/23	1,284.25	67054
01-752-960.000	EDUCATION & TRAINING	STATE BANK	AMZN/PITNEY BOWES/ZOOM/EGLE/CONSUM	FEBRUARY 2023	03/07/23	(930.00)	67058
			Total For Dept 752 ADMINISTRATION			457.48	
ept 762 SENIOR CITIZENS PROGRAMS							
01-762-740.000	OPERATING SUPPLIES	STATE BANK	AMZN/PITNEY BOWES/ZOOM/EGLE/CONSUM	FEBRUARY 2023	03/07/23	560.11	67058
01-762-740.000	OPERATING SUPPLIES	SWAN VALLEY FOOD SERV	THOMAS TOWNSHIP SENIOR LUNCH - MAR 0032		03/07/23	131.82	67059
			Total For Dept 762 SENIOR CITIZENS PROGRAMS			691.93	
ept 766 YOUTH CLINICS/FLOOR HOCKEY							
01-766-740.300	OPERATING SUPPLIES T-SHI	CHAOS AP SCREEN PRINT	4-5 SOCCER CLINIC T SHIRTS	217023	03/07/23	215.00	67017
			Total For Dept 766 YOUTH CLINICS/FLOOR HOCKEY			215.00	
ept 767 BASKETBALL							
01-767-740.000	OPERATING SUPPLIES	STATE BANK	AMZN/PITNEY BOWES/ZOOM/EGLE/CONSUM	FEBRUARY 2023	03/07/23	299.95	67058
01-767-740.300	OPERATING SUPPLIES T-SHI	CHAOS AP SCREEN PRINT	4-6 BASKETBALL T SHIRTS	201723	03/07/23	466.00	67017
01-767-740.300	OPERATING SUPPLIES T-SHI	CHAOS AP SCREEN PRINT	2-4 BASKETBALL T SHIRTS	2017023	03/07/23	692.00	67017
			Total For Dept 767 BASKETBALL			1,457.95	
ept 770 OPERATIONS & MAINTENANCE							
01-770-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 605 S MILLER RD	202164694134	03/07/23	89.90	67019
01-770-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 300 LEDDY	12/01/22-03/01/	03/07/23	61.04	67067
01-770-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 8215 SHIELDS - #BAT	12/01/22-03/01/	03/07/23	48.09	67067
01-770-920.000	UTILITIES	THOMAS TWP WATER	UTILITY BILL - 9535 GRATIOT RD	12/01/22-03/01/	03/07/23	30.29	67067
01-770-930.000	REPAIRS/MAINTENANCE	H&B EQUIPMENT & RENTA	REPAIRS/MAINTENANCE	FEBRUARY 2023	03/07/23	163.99	67027
01-770-930.000	REPAIRS/MAINTENANCE	LEDDY ELECTRIC INC.	REPAIR PARKING LOT LIGHTS - DAY PA 1537		03/07/23	384.18	67031
01-770-930.000	REPAIRS/MAINTENANCE	STATE BANK	AMZN/PITNEY BOWES/ZOOM/EGLE/CONSUM	FEBRUARY 2023	03/07/23	1,907.82	67058
01-770-930.000	REPAIRS/MAINTENANCE	TSC STORES	REPAIRS/MAINTENANCE	FEBRUARY 2023	03/07/23	9.98	67069
01-770-938.100	GAS & DIESEL FUEL	SPEEDWAY/WEX INC	GAS/DIESEL FUEL	87661112	03/07/23	129.50	67053
			Total For Dept 770 OPERATIONS & MAINTENANCE			2,824.79	
ept 772 NATURE PRESERVE/CENTER							
01-772-817.000	PROFESSIONAL SERVICES	STATE BANK	AMZN/PITNEY BOWES/ZOOM/EGLE/CONSUM	FEBRUARY 2023	03/07/23	204.00	67058
01-772-920.000	UTILITIES	CONSUMERS ENERGY CO	UTILITY BILL - 6660 GRATIOT RD	202876612641	03/07/23	432.26	67019
			Total For Dept 772 NATURE PRESERVE/CENTER			636.26	
ept 776 TRAIN							
01-776-930.000	REPAIRS/MAINTENANCE	CONSUMERS AUTO PARTS	REPAIR/MAINTENANCE - TRAIN - PARKS 246562		03/07/23	1,346.40	67018
01-776-930.000	REPAIRS/MAINTENANCE	CONSUMERS AUTO PARTS	REPAIRS/MAINTENANCE - PARKS - TRAI 246564		03/07/23	720.00	67018
			Total For Dept 776 TRAIN			2,066.40	
			Total For Fund 101 GENERAL OPERATING FUND			8,349.81	

INVOICE GL DISTRIBUTION REPORT FOR THOMAS TOWNSHIP  
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3/14/2023 08:55 AM  
ser: DEIDRE  
3: Thomas Township

L Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Chk Date	Amount Check
			Fund 101 GENERAL OPERATING FUND			8,349.81
			Total For All Funds:			<u>8,349.81</u>

Fund Totals:



**PARK COMMISSION AGENDA ITEM**

- **MEETING DATE:** March 20<sup>th</sup> 2023
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director  
Tyler Sutherland, Assistant Parks & Recreation Director
- **AGENDA TOPIC:** Recommendation to cancel “Mini-Camp”
- **EXPLANATION OF TOPIC:** Over the past few years, we have been able to discuss in detail with our camp counselors regarding Day Camp and Mini-Camp. We have been seeing a large trend of struggles regarding our Mini-Camp offering. Ages for Mini-Camp are 4-6 years of age. When registering kids for Mini-Camp, parents are supposed to acknowledge that their children are potty trained and can dress themselves. Over the past few years, our counselors have discussed with us their struggles and concerns. Most of the kids attending our Mini-Camp are not potty trained, nor can they switch into a bathing suit on their own. Our counselors have been struggling to appropriately handle this age group as they need a lot more hands on care than that of the regular camp (ages 7 – 12 years of age). Counselors have spent more time cleaning bathrooms after this age group and other messes that our counselors shouldn’t have to deal with. We understand accidents happen, but the issues we are running into have become a major problem.

We are recommending to the Park Commission to cancel the Mini-Camp and offer an additional week of regular Day Camp. The older age group allows for our staff to trust the parents signing their children up that they are potty trained and can dress themselves as well as eliminate the number of accidents that may occur each day. It also helps those parents who sign their kids up for each week to be able to not skip a week of camp and look for alternative care for that week. There have been far too many issues with Mini-Camp attendees and we feel this is the best option as the majority of the age group of 4 – 6 years old just isn’t quite ready for the camp setting that we offer at Roethke Park.

- **POSSIBLE COURSES OF ACTION:** Approve/Deny/Table

- **SUGGESTED/REQUESTED MOTION:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the cancelation of Mini-Camp and replace that week with the regular Day Camp program.

- **ROLL CALL VOTE REQUIRED?** No

**PARK COMMISSION AGENDA ITEM**

- **MEETING DATE:** March 20<sup>th</sup> 2023
- **SUBMITTED BY:** John Corriveau, Parks & Recreation Director  
Tyler Sutherland, Assistant Parks & Recreation Director
- **AGENDA TOPIC:** Peace Lutheran Ministries Event
- **EXPLANATION OF TOPIC:** At the last regularly held Park Commission meeting on February 27<sup>th</sup> 2023, Haley Cottrell of Peace Lutheran presented an event proposal for their **Family in Faith** event which would be held at Roethke Park on Saturday, July 22<sup>nd</sup>, 2023. The ministry requests the rental of Pavilion #1, Pavilion #2, and the Concert Bandshell for their event.

Here is the proposed event timeline:

12-4pm	Set up
4-6pm	Art in the Park Rotations, play yard games, & picnic with Praise Band playing some songs to the families
6-7pm	Outdoor Worship Service (with music)
7-9pm	Break down

Park Director John Corriveau requested a list of music to be submitted to the Park Commission for review. That request was fulfilled February 28<sup>th</sup> 2023, and sent to the Park Commission for review.

- **MATERIALS ATTACHED AS SUPPORTING INFORMATION:**
  - List of music provided
- **POSSIBLE COURSES OF ACTION:** Approve/Deny/Table
- **SUGGESTED/REQUESTED MOTION:**  
Motion by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the “Family in Faith” event at Roethke Park proposed by Peace Lutheran Ministries
- **ROLL CALL VOTE REQUIRED?** No



## Park2

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**Subject:** FW: Bandshell & Pavilion rental for Peace Lutheran Church

**From:** Cottrell, Haley <hcottrell@peacesaginaw.org>  
**Sent:** Tuesday, February 28, 2023 9:41 AM  
**To:** Park2 <park2@Thomastwp.org>  
**Subject:** Re: Bandshell & Pavilion rental for Peace Lutheran Church

Here is the list of songs the Parks Commission requested last night. Thank you for allowing me to be there. We may not sing all of these songs, but this is the list they're planning to pull from. They are all Contemporary Christian songs that you would hear on the radio (Christian radio stations like K-LOVE, Smile FM, and Family Life Radio).

This is amazing grace  
Holy Spirit come  
Deep cries out  
One way  
Glorious Day  
I thank God  
Champion  
Rest on us  
Set a fire  
O come to the Altar  
Lion and the Lamb  
The Father's House  
I raise a Hallelujah  
Open up the Heavens  
Reason to Praise  
Mercy  
Reckless Love  
House of the Lord  
My Testimony  
Christ be Magnified  
The Blessing  
Pour Your Spirit Out  
Echo Holy

--

Have a beautifully BLESSED day.

# Haley Cottrell

**Ministry Events Coordinator**  
Peace Lutheran Ministries  
(989) 482-1987



## **PARKS AND RECREATION REPORTS March 2023**

### **ROETHKE PARK:**

We had Spicer's structural engineer come and look at the pool building roof and the broken truss. He said it can be fixed and they will be doing a drawing for our construction company to use. Once we have the drawing, we will bid out the roof work. Yoga is taking place in the Depot on Mondays at 10am and Thursdays at 9am.

### **ROBERTS PARK**

The Park is still filled with people walking the trails. Spring Soccer registration has begun and with Flag Football, so it won't be long until the park is busy once again.

### **COMMUNITY PARK**

None

### **DAY PARK**

None

### **SPORTS AND PROGRAMS**

Registration for Spring Soccer, Flag Football and third session of Archery Classes has begun. We are starting to look at Day Camp ideas, field trips and staffing as summer is quickly approaching.

### **NATURE CENTER PRESERVE**

The new windows are installed on the front of the building, the electricians started working and we have all the fixtures ready to be installed. Monk's tree service has started removing the trees and brush. They will doing the front side first, eighty feet on both sides then moving to the preserve side.

### **EVENTS**

None