

# NORTHWEST OTTAWA RECREATION AUTHORITY

1415 Beechtree Street, Grand Haven, MI 49417

Phone: 616.850.5125 www.norarec.org

## NORA ADVISORY BOARD MEETING MINUTES

**Date:** September 26, 2019 **Time:** 5:30 P.M. **Location:** 1415 Beechtree, Grand Haven

1. Call to order: Vice Chairperson, Ron Redick at 5:30pm
2. Present: Ron Redick, Grand Haven Twp. Mary Jane Belter, Grand Haven Twp.  
Kathy Kuck, Robinson Twp. Geri McCaleb, Grand Haven  
Taylor Schriber, GHAPS Chris Streng, GHAPS  
Absent: Craig Bessinger, Ferrysburg Scott Blease, Ferrysburg  
Eric Hayward, Robinson Twp  
Vacant Seats: Appointed Person from Grand Haven  
Member at Large

Also Present: Chris Van Hekken, NORA Director  
Jackie Rowland, NORA Program Coordinator

3. Approval of Meeting Agenda - Kuck motion, Belter second, approved unanimously.
4. Special Announcement - NORA Staff & NORA Board took a moment to thank Geri McCaleb for her service on the NORA Board during her time as Mayor of Grand Haven.
5. Approval of Consent Agenda - Schriber motion, Kuck second, approved unanimously.
  - A. Approval of Board Meeting Minutes
    - a. August 29, 2019 as printed
  - B. Financial Reports
    1. August 30, 2019 NORA Financial Report
    2. August 30, 2019 Activity Fund Balance Report
6. Old Business
  - A. Millage Planning  
Report from Van Hekken about meeting with Ottawa County Elections Coordinator in regards to millage renewals for all affected municipalities. *Document attached to minutes.*  
Also noted meeting with Tri Cities Historical Museum in regards to their millage process.  
Memo from Brook Bisonet regarding sample ballot language was discussed.
7. Director's Report  
Van Hekken discussed:
  - Meetings with VerBerkemos from GHT in regards to the parks and field scheduling
  - Meetings with SL Twp & SL Rec Commission to discuss future partnership possibilities
  - Meetings with GH Community Center for space utilization
  - Presentation to WMAAA school board about NORA and future partnership possibilities
  - CMU internship program development
  - Meeting with GVSU E Sports about youth program development

8. New Business

A. Vacancies -

- a. talked to Port Sheldon Twp about Member at Large possibilities
- b. GH City will need elected and appointed members starting at November meeting

9. Public Comments - none

10. Advisory Board Comments or Suggestions

- A. Kuck - glad we're talking with Spring Lake. All 7<sup>th</sup> Graders get free memberships to YMCA.
- B. Belter - recreation survey from Hope College to update current Rec Plan.

11. Next Scheduled Meeting: November 21, 2019

12. Adjournment

Approved Minutes Date:

*Jeri McCaleb 11/21/2019*

NORA Board of Trustee Secretary Signature: \_\_\_\_\_

**Northwest Ottawa Recreation Authority  
August 2019 Financial Statement**

	Revenue	2019/2020 Approved Budget	August 2019 Actual	Current YTD 8/31/19	Budget to Actual %	YTD 8/31/18
508-040-665.00	Earnings on Invest- CKG	\$ -	\$ -	\$ -	0.00%	\$ -
508-040-699.76	City of Grand Haven	33,920	\$ -	-	0.00%	-
508-040-699.77	Grand Haven Township	60,998	\$ -	-	0.00%	14,875.25
508-040-699.78	Port Sheldon Township	2,000	\$ -	-	0.00%	-
508-040-699.79	Robinson Township	13,753	\$ 13,753.00	13,753.00	100.00%	13,479.00
508-040-699.80	City of Ferrysburg	8,511	\$ 8,511.00	8,511.00	100.00%	8,415.00
508-040-651.00	Program Fees	138,000	\$ 19,706.75	43,554.14	31.56%	19,486.91
508-040-651.01	Team Entry Fees	31,796	\$ 9,673.43	15,048.43	47.33%	11,987.00
508-040-651.02	Team Player Fees	20,000	\$ 148.00	278.00	1.39%	11,443.00
508-040-651.03	Open Gym	6,400	\$ 60.25	125.25	1.96%	340.00
508-040-675.00	Donations/Sponsors	11,581	\$ 6.00	3,291.00	28.42%	1,490.50
508-040-674.01	Contributions NORA Scholarships	-	\$ 1,792.45	1,813.45	0.00%	-
508-040-689.00	Refunds Rebates Miscellaneous	-	\$ -	-	0.00%	-
		<b>\$326,959</b>	<b>\$ 53,650.88</b>	<b>\$ 86,374.27</b>	<b>26.42%</b>	<b>\$ 81,516.66</b>
	<b>Expenditures</b>					
508-751-733.00	Audit Services	100	\$ -	-	0.00%	-
508-751-702.00	Director & Program Coordinator Wages	62,735	\$ 9,713.60	12,598.40	20.08%	15,455.95
multiple#s	Staff Benefits	-	\$ 3,972.76	4,670.16	0.00%	19,974.58
508-751-730.00	Contractual - GHAPS Employees	132,516	\$ -	-	0.00%	5,148.81
508-751-730.00	Professional/Contractors	13,102	\$ 9,380.27	10,080.27	78.94%	415.00
508-751-730.00	Officials, Coaches, Instructors	38,089	\$ 8,450.00	40,450.00	106.20%	23,932.96
508-751-730.90	GHCity Administrative Charge	30,000	\$ -	-	0.00%	-
508-751-740.00	Office Supplies	300	\$ -	-	0.00%	38.77
508-751-750.00	Program Supplies	16,000	\$ 1,946.27	2,347.95	14.67%	1,814.31
508-751-750.00	Furniture & Equipment	-	\$ -	-	0.00%	-
508-751-750.01	Maintenance Supplies	790	\$ -	-	0.00%	125.00
508-751-760.00	Other Maint. & Repairs	50	\$ -	-	0.00%	-
508-751-765.00	Copier Maintenance Agreement	250	\$ -	-	0.00%	38.06
508-751-780.00	Advertising & Public Relations	2,210	\$ 560.32	560.32	25.35%	549.60
508-751-785.00	Membership Dues & Credit Card Fees	5,100	\$ -	445.00	8.73%	731.20
508-751-790.00	Printing & Publishing	2,500	\$ -	-	0.00%	109.58
508-751-811.00	Telephone	650	\$ -	-	0.00%	-
508-751-812.00	Natural Gas	1,000	\$ -	-	0.00%	-
508-751-813.00	Electricity	1,200	\$ -	-	0.00%	-
508-751-820.00	Postage	600	\$ 11.00	11.00	1.83%	-
508-751-852.00	Internet Svc - Other Misc Communications	-	\$ -	-	0.00%	80.00
508-751-860.00	Transportation & Lodging	650	\$ 13.92	13.92	2.14%	49.60
508-751-870.00	Professional Development	1,000	\$ -	-	0.00%	-
508-751-910.00	General Insurance	4,500	\$ -	3,815.00	84.78%	-
508-751-920.00	Motorpool Charges	250	\$ 982.56	982.56	393.02%	-
508-751-933.00	Software Maint Agreement	4,075	\$ -	2,067.50	50.74%	-
		<b>\$ 317,667</b>	<b>\$ 35,030.70</b>	<b>\$ 78,042.08</b>	<b>24.57%</b>	<b>\$ 68,463.42</b>
	<b>Surplus (Deficit)</b>	<b>\$9,292</b>	<b>\$18,620.18</b>	<b>\$8,332.19</b>	<b>0.00%</b>	<b>\$13,053.24</b>

2018 Coordinator & Programmer  
2018 includes other coaches benefits too  
2018 Assistant  
{2019 includes RSS & Tennis}  
{2019 includes RSS}

O: NORA Recreation-department NORA Financial NORA Budget



1415 Beechtree St., Grand Haven, MI 49417  
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 norarec.org

Date: September 2019

To: NORA BOARD OF TRUSTEES

From: Chris Van Hekken, Director

RE: August 2019 Activity Fund Balance

	Scholarship Fund 508-040-674.01
Beginning Fund Balance 7/01/19	\$1,753.45
Revenue to Date	\$24.00
Expense to Date	\$0.00
Ending Balance 8/31/19	\$1,777.45
2019-20 Participation	

	Facility User Fees Baseball 508-000-214.74	Facility User Fees Soccer 508-000-214.75
Beginning Fund Balance 7/01/19	\$1,581.29	\$48,135.41
Revenue To Date	\$0.00	\$1,080.00
Expense to Date	\$0.00	\$0.00
Ending Balance 8/30/19	\$1,581.29	\$49,215.41
2019-20 Participation		



**County of Ottawa**  
Office of the Treasurer

**Amanda Price**  
County Treasurer  
**Cheryl A. Clark**  
Chief Deputy Treasurer  
**Mollie L. Bonter**  
Deputy Treasurer

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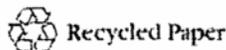
**STATEMENT OF THE OTTAWA COUNTY TREASURER**

I, Amanda Price, Treasurer of Ottawa County, Michigan, hereby certify that I have searched the records of this office and find that as of September 4, 2019 the total of all voted increases in the total tax rate limitation, as provided for in Section 6 of Article IX of the Michigan Constitution of 1963, in any local units affecting the taxable property located in the City of Ferrysburg, Ottawa County, Michigan, and the years the increases are effective, are as follows:

<u>Local Unit</u>	<u>Voted Increases</u>	<u>Years Effective</u>
Grand Haven School District	18 Mill, Non-Principal Residence & Qualified Agricultural	2019 Only
	3.7 Bonding Proposal	2014-2025 Inclusive
	4.17 Bonding Proposal	2014-2025 Inclusive
Ferrysburg City	11.000 City Operating	1963-----
	0.5000 Fire, Police & Public Service	2012-2021 Inclusive
	0.5000 Bike Path	2014-2023 Inclusive
	0.2500 North Ottawa Council on Aging	2015-2024 Inclusive
	0.2500 Museum	2019-2024 Inclusive
Ottawa Area Intermediate School District	0.122 Operational	2000-----
	3.4 Mill, Special Education	1989 -----
	1.2 Mill, Vocational Education	1975 -----
	1.3152 Mills. Special Education	2007 - 2026 Inclusive
	0.900 Regional Enhancement	2019-2028 Inclusive
Ottawa County	4.44 Operating	1994-----
	0.44 Mill, E-911	2009-2028 Inclusive
	0.500 Road	2015-2024 Inclusive
	0.300 CMH	2017-2026 Inclusive
	0.33 Parks	2017-2026 Inclusive
Loutit Library	1 Mill, Library	2000 -----

*Amanda Price*

Amanda Price  
Ottawa County Treasurer  
Dated this 4th Day of September, 2019





# County of Ottawa

## Office of the Treasurer

**Amanda Price**  
County Treasurer  
**Cheryl A. Clark**  
Chief Deputy Treasurer  
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<u>Local Unit</u>	<u>Voted Increases</u>	<u>Years Effective</u>
Grand Haven Public School	18 Mill, Non-Principal Residence & Qualified Agricultural	2019 Only
	3.7 Bonding Proposal	2014-2025 Inclusive
	4.17 Bonding Proposal	2014-2025 Inclusive
Zeeland Public School	.4 Mill, Public Recreation	2013-2022 Inclusive
	1 Mill, Building and Site	2014-2023 Inclusive
	18.7760 Mill, Non-Principal Residence & Qualified Agricultural	2019 Only
Robinson Township	1.0510 Operating	1994-----
	1.0000 Road Maintenance	2012-2019 Inclusive
	1.5672 Fire Department	2015-2030 Inclusive
Ottawa Area Intermediate School District	0.122 Operational	2000-----
	3.4 Mill, Special Education	1989-----
	1.2 Mill, Vocational Education	1975-----
	1.3152 Millis, Special Education	2007 - 2026 Inclusive
	0.900 Regional Enhancement	2019-2028 Inclusive
Ottawa County	4.44 Operating	1994-----
	0.44 Mill, E-911	2009-2028 Inclusive
	0.500 Road	2015-2024 Inclusive
	0.300 CMH	2017-2026 Inclusive
	0.33 Parks	2017-2026 Inclusive
Loutit Library	1 Mill, Library	2000-----

Amanda Price  
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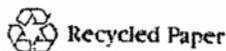
I, Amanda Price, Treasurer of Ottawa County, Michigan, hereby certify that I have searched the records of this office and find that as of September 4, 2019 the total of all voted increases in the total tax rate limitation, as provided for in Section 6 of Article IX of the Michigan Constitution of 1963, in any local units affecting the taxable property located in the Charter Township of Grand Haven, Ottawa County, Michigan, and the years the increases are effective are as follows:

<u>Local Unit</u>	<u>Voted Increases</u>	<u>Years Effective</u>
Grand Haven Charter Township	1.0510 Operating	1994-----
	1.9000 Fire/Rescue	2014-2021 Inclusive
	0.9500 Transportation	2016-2020 Inclusive
	0.4500 Bike Path	2016-2035 Inclusive
	0.2500 North Ottawa Counsel on Aging	2017-2020 Inclusive
Grand Haven School District	18 Mill, Non-Principal Residence & Qualified Agricultural	2019 Only
	3.7 Bonding Proposal	2014-2025 Inclusive
	4.17 Bonding Proposal	2014-2025 Inclusive
Ottawa Area Intermediate School District	0.122 Operational	2000-----
	3.4 Mill, Special Education	1989 -----
	1.2 Mill, Vocational Education	1975 -----
	1.3152 Mills, Special Education	2007 - 2026 Inclusive
	0.900 Regional Enhancement	2019-2028 Inclusive
Ottawa County	4.44 Operating	1994-----
	0.44 Mill, E-911	2009-2028 Inclusive
	0.500 Road	2015-2024 Inclusive
	0.300 CMH	2017-2026 Inclusive
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Loutit Library	1 Mill, Library	2000 -----

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## MEMO

**To:** NORA Advisory Board Members  
**From:** Chris Van Hekken, Director  
**Date:** September 2019  
**Re:** NORA Director Report

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### Fall Programs Underway

School is in full swing and we have hit the new school year running with a variety of after school programs, youth sports clinics & clubs as well as adult leagues. Several of our programs have just gotten underway in the past week, while many others begin in October.

### Recreation Summer School

Our expenses have been finalized and we are anticipating our final grant monies to arrive soon, so we can close the books on this summer's Recreation Summer School.

### GH Twp Meeting

We met with Mark VerBerkmoes from GH Twp to go over scheduling of fields, parks, etc to make sure that we are all on the same page. Discussions continued regarding field improvements, maintenance of facilities and items needing updating. Mark and I will be meeting again soon to go over more details regarding the field maintenance issues.

### NORA Youth Scholarship

The process for filling out an application for scholarships is underway and the reception has been very positive so far. We are working with families to make sure that they are able to enjoy our programs. Many parents are signing up to volunteer at future NORA events.

### New & Noteworthy

I had an opportunity to meet with SLRA director Bill Core and SL Twp Manager John Nash. We had a very productive discussion regarding our two programs and if there are areas that we could help each other or possibly work together. Discussions will continue throughout the Fall & Winter.