

# MARSHALL RECREATION DEPARTMENT 2015-2016 ANNUAL REPORT



# CONTENTS



CONTACT INFORMATION .....	3
MISSION STATEMENT .....	3
DEPARTMENT STAFF .....	3
PARKS, RECREATION, & CEMETERY ADVISORY BOARD .....	3
GREETINGS FROM MARSHALL REC .....	4
ORDINANCE UPDATE .....	4
PROGRAM HIGHLIGHTS .....	5-8
FISCAL YEAR REVENUES .....	9
FISCAL YEAR EXPENDITURES .....	10
FISCAL YEAR PROGRAM PARTICIPATION .....	11
PARTICIPANT DEMOGRAPHIC INFORMATION .....	11
OTHER NOTABLE NUMBERS .....	12
MEMORABLE PROGRAMS BY SEASON .....	13
COMMUNITY SUPPORT .....	14-15



# OUR MISSION STATEMENT:

"TO ENHANCE THE QUALITY OF LIFE FOR OUR COMMUNITY BY PROVIDING SAFE, HEALTHY, & FUN RECREATION OPPORTUNITIES"



## STAFF:

**NATALIE DEAN**  
DIRECTOR OF COMMUNITY SERVICES  
& ASSISTANT CITY MANAGER

**JUSTIN MILLER**  
RECREATION ADMINISTRATOR  
(JANUARY 2016-JUNE 2016)

**TERI TRUDEAU**  
RECREATION SUPERINTENDENT  
(JULY 2015-DECEMBER 2015)

**JESSICA BAIER**  
PROGRAM COORDINATOR

**CALEB CHAPMAN**  
ASSISTANT PROGRAM COORDINATOR  
(NOVEMBER 2015-JUNE 2016)

**ELIZABETH RENAUD**  
PUBLIC SERVICES BLDG. RECEPTIONIST  
(AUGUST 2015-JUNE 2016)

## OFFICE LOCATION:

900 S. MARSHALL AVE, MARSHALL, MI 49068  
PHONE: (269) 781-5166  
FAX: (269) 789-4628

## MAILING ADDRESS:

323 W. MICHIGAN AVE, MARSHALL, MI 49068

## PARKS, RECREATION, & CEMETERY ADVISORY BOARD

**MITCHELL JEFFREY, CHAIR**  
**MITCH ROBBINS, VICE-CHAIR**  
**THERESA CHANEY-HUGGETT**  
**RANDY ESHUIS**  
**DAVE PHANER**  
**NORMAN OSTRUM**  
**TRAVIS WINCHELL**  
**KARI SCHURIG, COUNCIL LIAISON**

THE MARSHALL CITY CODE PROVIDES FOR A PARKS, RECREATION AND CEMETERY ADVISORY BOARD. THE BOARD CONSISTS OF SEVEN MEMBERS AND ONE COUNCIL LIAISON. EACH BOARD MEMBER TERM IS FOR THREE YEARS. THE BOARD MEETS AT 5:30 P.M. ON THE 4TH TUESDAY OF THE MONTH TO DISCUSS PROGRAMMING, REVIEW BUDGETS, AND PLAN FOR THE FUTURE.



# GREETINGS FROM MARSHALL REC

## WELCOME!



2015-2016 HAS BEEN A YEAR OF TRANSITION AND CHANGE FOR THE MARSHALL REC DEPARTMENT. WE HAVE HAD TERI TRUDEAU, OUR LONG TIME SUPERINTENDENT RETIRE, WITH MYSELF STEPPING INTO THAT ROLE. JESSICA BAIER WAS PROMOTED TO RECREATION COORDINATOR, WE HIRED CALEB CHAPMAN AS THE ASST. RECREATION COORDINATOR AND ELIZABETH RENAUD AS THE PUBLIC SERVICES BUILDING RECEPTIONIST. ALL OF THIS CHANGE HAS BROUGHT NEW LIFE AND ENERGY TO AN ALREADY MOTIVATED DEPARTMENT! THIS PAST YEAR WE INTRODUCED OUR NEW CANOE/KAYAK/TUBE RENTAL BUSINESS WHICH GAINED POPULARITY AS THE SEASON PROGRESSED. WE ALSO OFFERED A FREE COMMUNITY EVENT, FISH N' FLOAT, WHICH HAD AN ESTIMATED 250+ PEOPLE ATTEND. MARSHALL REC OFFERED OTHER NEW PROGRAMS AND KEPT THE COMMUNITY FAVORITES AS WELL, SUCH AS DADDY DAUGHTER DATE NIGHT, ADULT SOFTBALL, YOUTH BASEBALL/SOFTBALL AND SUMMER FUN PLAYGROUND.

I AM VERY EXCITED TO SEE HOW MARSHALL REC CONTINUES TO GROW AND PRODUCE NEW AND BETTER PROGRAMS THROUGHOUT THE COMING YEAR!

SINCERELY,

JUSTIN MILLER, RECREATION ADMINISTRATOR

## ORDINANCE UPDATE

WITHIN THE PAST FISCAL YEAR, THE RECREATION DEPARTMENT HAS UNDERGONE STAFFING CHANGES CAUSED BY TERI TRUDEAU'S RETIREMENT, PROMOTING JUSTIN MILLER TO RECREATION ADMINISTRATOR, JESSICA BAIER TO PROGRAM COORDINATOR AND CALEB CHAPMAN TO ASSISTANT PROGRAM COORDINATOR. DUE TO THESE CHANGES, STAFF HAVE REVIEWED ADMINISTRATIVE FILES TO ENSURE THAT THEY MAINTAINED A TRUE REFLECTION OF THE DEPARTMENT'S OPERATIONS. NOTICING OUTDATED VERBIAGE, STAFF PROPOSED CHANGES TO CHAPTER §3I: CITY ORGANIZATION OF THE CITY ORDINANCE.

MANY OF THE CHANGES TO THE ORDINANCE DEALT WITH REPLACING THE PHRASE "DIRECTOR OF PARKS, RECREATION AND CEMETERY" WITH "DIRECTOR OF PUBLIC SERVICES AND RECREATION ADMINISTRATOR" TO REFLECT THE CURRENT STATUS OF CITY DEPARTMENTS. ADDITIONALLY, REFERENCES TO THE CIVIC CENTER HAVE BEEN REMOVED.

CHANGES TO CHAPTER §3I: CITY ORGANIZATION OF THE CITY ORDINANCE WERE PASSED ON JUNE 20, 2016 AND ARE AVAILABLE TO BE VIEWED ONLINE AT [WWW.CITYOFMARSHALL.COM](http://WWW.CITYOFMARSHALL.COM)

# PROGRAM SPOTLIGHT



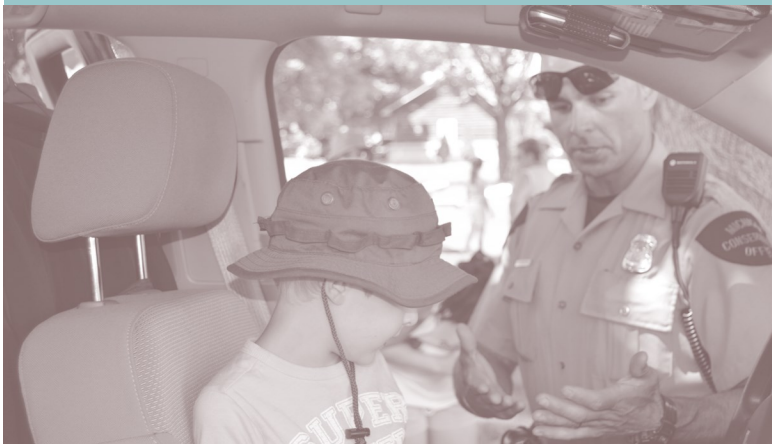
## FISH N' FLOAT



THE 1ST ANNUAL FISH N' FLOAT, A FREE COMMUNITY EVENT, TOOK PLACE ON JUNE 11 2016 AT STUARTS LANDING. THIS SPECIAL EVENT WAS A KICK-OFF TO SUMMER AND TO PROMOTE OUR CANOE, KAYAK AND TUBE RENTALS. AT FISH N' FLOAT, THERE WERE PLENTY OF ACTIVITIES INCLUDING USE OF OUR CANOES AND KAYAKS AND TUBES, A BOUNCE HOUSE, AND FACE PAINTING. THERE WAS ALSO A YOUTH FISHING CONTEST & CASTING CONTEST WITH PRIZES PUT ON BY THE KALAMAZOO CHAPTER OF TROUT UNLIMITED. THERE WAS A HOT DOG ROAST AND ROOT BEER FLOATS FOR ALL IN ATTENDANCE. FISH N' FLOAT WAS MADE POSSIBLE BY MANY VOLUNTEERS AND EVENT SPONSORS FROM BOTH LOCAL BUSINESSES AND BUSINESSES ACROSS THE STATE. APPROXIMATELY 250 INDIVIDUALS PARTICIPATED.

## PROGRAM OUTCOMES:

- FREE COMMUNITY EVENT
- OPPORTUNITY TO BE OUTSIDE & ENJOY MARSHALL'S NATURAL RESOURCES
- FAMILY FUN
- FREE FOOD & DRINK





# PROGRAM SPOTLIGHT



## CANOE, KAYAK & TUBE RENTALS

MARSHALL REC'S FIRST OFFICIAL YEAR OF RENTING CANOE, KAYAK AND TUBES WAS A TREMENDOUS SUCCESS. THE REC DEPARTMENT HAS 8 KAYAKS, 7 CANOES AND 6 TUBES. DURING OUR FIRST SEASON OF RENTALS THE DEPARTMENT HAD DAYS WHERE ALL VESSELS WERE RENTED OUT! THROUGH WORD OF MOUTH, OUR RENTALS CONTINUED TO INCREASE THROUGHOUT THE SEASON. RENTING OUR VESSELS OUT FOR KANOE THE KAZOO EVENTS HELPED DRAW ATTENTION TO OUR RENTAL PROGRAM. WITH THE FLOATABILITY OF THE KALAMAZOO RIVER AND THE GROWING POPULARITY OF PADDLE SPORTS, THE REC DEPT. WILL SEE INCREASED RENTALS IN THE FUTURE.

### PROGRAM OUTCOMES:

- . USE OF CLEANED-UP KALAMAZOO RIVER
- . CONNECTING WITH NATURE
- . SETTING ASIDE ELECTRONICS TO EXPERIENCE & DISCOVER MARSHALL'S NATURAL RESOURCES

# PROGRAM SPOTLIGHT

## NFL YOUTH FLAG FOOTBALL K-4TH GRADE



NFL YOUTH FLAG FOOTBALL WAS A NEW PROGRAM FOR KINDERGARTEN - 4TH GRADE STUDENTS. THIS PROGRAM PROVED TO BE A POPULAR CHOICE AMONG BOTH BOYS AND GIRLS, WITH 52 TOTAL PARTICIPANTS SPLIT INTO 2 DIFFERENT LEAGUES FOR A QUICK 4 GAME SEASON. PRACTICES WERE HELD ONCE PER WEEK DURING THE SEASON WITH GAMES ON EARLY SUNDAY AFTERNOONS, JUST LIKE THE NFL! BOTH PLAYERS AND PARENTS ENJOYED THE COMPETITION OF FOOTBALL WITHOUT HAVING TO WORRY AS MUCH ABOUT THE PARTICIPANTS SUSTAINING A CONCUSSION, AN INJURY COMMONLY SEEN IN TACKLE FOOTBALL.

### PROGRAM OUTCOMES:

- SAFE INTRODUCTION TO THE GAME OF FOOTBALL
- FUN LEAD-IN TO TACKLE FOOTBALL
- CONNECTING WITH FRIENDS AND MEETING NEW ONES

# PROGRAM SPOTLIGHT

## ANNUAL DADDY DAUGHTER DATE NIGHT



THE ANNUAL DADDY DAUGHTER NIGHT IS FOR GIRLS 4TH GRADE AND YOUNGER AND THEIR FATHERS OR DATE OF THEIR CHOICE. THIS EVENT OCCURS EVERY YEAR IN JANUARY OR FEBRUARY AT THE MARSHALL HIGH SCHOOL. THE DANCE CONTINUES TO BE SOMETHING THAT IS TALKED ABOUT BY THE GIRLS ALL YEAR LONG AND EVEN THOUGH THE DADS MIGHT NOT ADMIT IT, THEY THINK ABOUT THIS SPECIAL NIGHT WITH THEIR DAUGHTERS TOO! THE DANCE HAS A DIFFERENT THEME EACH YEAR. THIS YEAR'S THEME WAS 'THE 50'S: AT THE SOCK HOP'. THE GIRLS AND THEIR DATES DID NOT DISAPPOINT! WE HAD 335 DAUGHTERS ATTEND THE DANCE, DRESSED IN POODLE SKIRTS AND WHITE TEES.

### PROGRAM OUTCOMES:

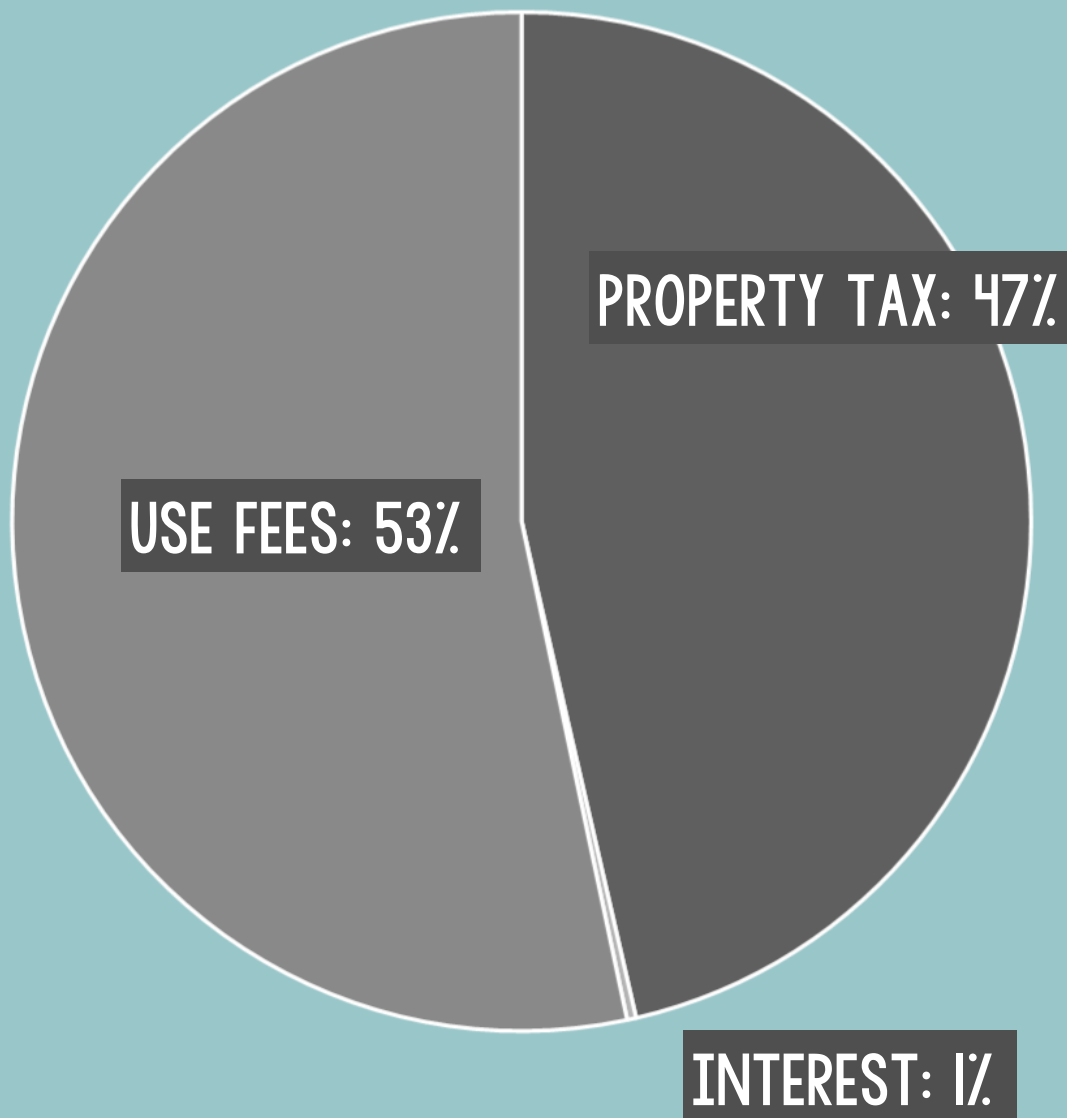
- SPECIAL BONDING TIME BETWEEN DAUGHTERS AND DATES
- MEMORABLE PHOTOS TAKEN BY CRAFT PHOTOGRAPHY



# 2015-2016 FISCAL YEAR REVENUES

(NOT AUDITED)

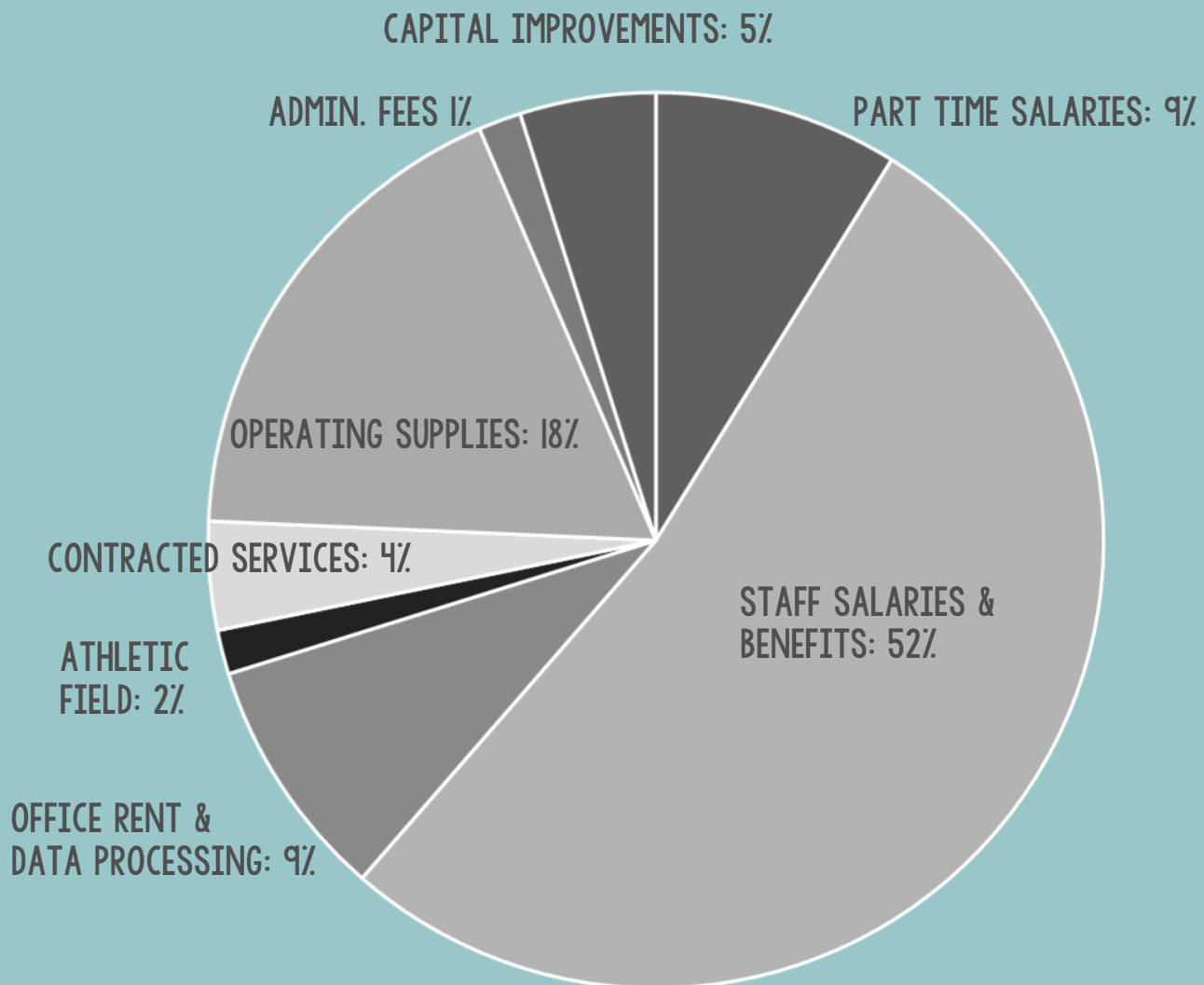
REVENUES	DOLLARS
PROPERTY TAX (.9393 MIL)	\$180,608
INTEREST	\$1,999
USE FEES	\$208,600
TOTAL:	\$391,207



# 2015-2016 FISCAL YEAR EXPENDITURES

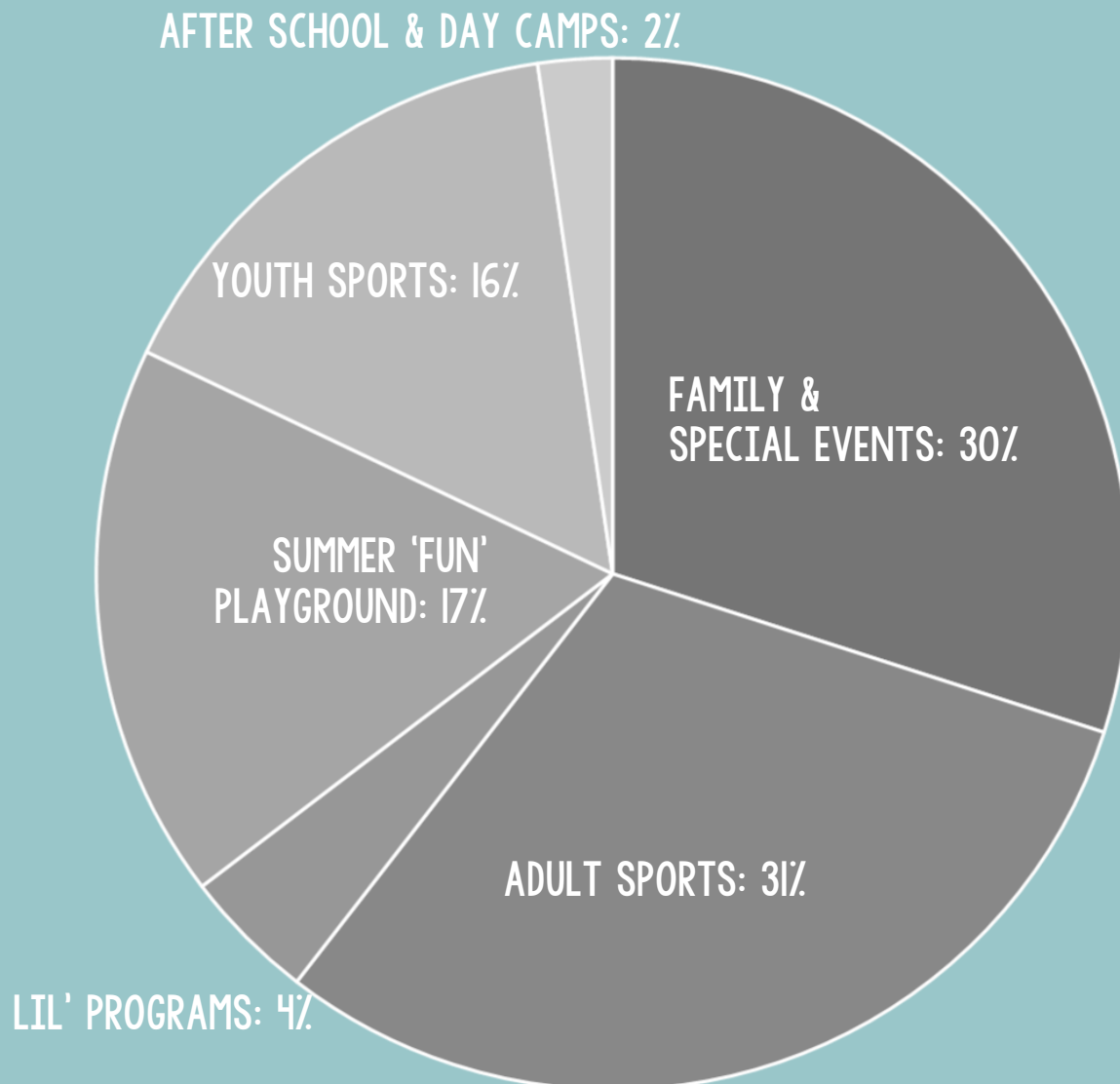
(NOT AUDITED)

EXPENDITURE	COST
STAFF SALARIES & BENEFITS	\$222,533
OPERATING SUPPLIES	\$75,641
PART-TIME SALARIES	\$37,394
OFFICE RENT & DATA PROCESSING	\$37,183
CAPITAL IMPROVEMENTS	\$20,765
CONTRACTED SERVICES	\$16,557.00
ATHLETIC FIELD OPERATIONS	\$6,753
ADMINISTRATIVE FEES	\$6,526
TOTAL:	\$423,352



# 2015-2016 PROGRAM PARTICIPANTS

TYPE OF PROGRAM	PROGRAM PARTICIPANTS
FAMILY & SPECIAL EVENTS	1507
ADULT SPORTS	1534
LIL' PROGRAMS (3 YEARS-K)	209
SUMMER 'FUN' PLAYGROUND	877
YOUTH SPORTS	754
AFTER SCHOOL & DAY CAMP	117





# OTHER NOTABLE NUMBERS

## ATHLETIC FIELDS

MARSHALL REC RENTED THE ATHLETIC FIELDS A TOTAL OF 30 TIMES, COLLECTING \$3,539 IN REVENUE.

## SCHOLARSHIP FUNDS

MARSHALL REC DISTRIBUTED SCHOLARSHIP FUNDS TO OVER 45 YOUNG PROGRAM PARTICIPANTS, A VALUE OF \$1,792, IN ORDER TO HELP ALLEVIATE SOME OF THE PROGRAM COST FOR FAMILIES IN NEED.

## VOLUNTEERS

THERE WERE OVER 160 INVALUABLE VOLUNTEERS THAT HELPED MAKE PROGRAMS AND EVENTS SUCCESSFUL OVER THIS PAST FISCAL YEAR.



# MEMORABLE PROGRAMS

## LATE SUMMER 2015

SUMMER 'FUN' PLAYGROUND, YOUTH QUICK START TENNIS, LIL' MYTES TENNIS, ADULT SUMMER SAND VOLLEYBALL, NATURE DETECTIVES DAY CAMP, ADULT SUMMER COED SOFTBALL, CANOE/KAYAK/TUBE RENTALS



## FALL 2015

CANOE/KAYAK/TUBE RENTALS, ART PRIZE BUS TRIP, FISHING ON THE KALAMAZOO, ADULT FALL SOFTBALL, HAUNTED TRAIL, MACKINAC ISLAND TRIP, ADULT 3 ON 3 BASKETBALL, LIL' KICKERS SOCCER, TAE KWON DO, INDOOR VOLLEYBALL, LIL' ARTISTS, LOCK IN, INDOOR SOCCER, BUILDER'S FAIR



## WINTER 2016

DADDY DAUGHTER DATE NIGHT, MOTHER SON ACTIVITY NIGHT, WINTER BREAK DAY CAMP, GIRLS VOLLEYBALL, JR. HOOPSTERS, ADULT DODGEBALL, FLOOR HOCKEY, TAE KWON DO, INDOOR SOCCER CLINIC, LIL' ARTISTS, ADULT FLOOR HOCKEY



## SPRING/ EARLY SUMMER 2016

FISH N' FLOAT, SPRING BREAK DAY CAMP, LIL' CHEFS, SPRING TAE KWON DO, CANOE/KAYAK/TUBE RENTALS, LIL' SLUGGERS T-BALL, JR. GOLF CAMP, YOUTH BASEBALL, ADULT SPRING VOLLEYBALL, ADULT SOFTBALL, GIRLS FASTPITCH CLINICS, FLAG FOOTBALL, SUMMER 'FUN' PLAYGROUND



# COMMUNITY SPONSORS

FOR THE DURATION OF THE 2015-2016  
FISCAL YEAR, MARSHALL REC RECEIVED  
INVALUABLE SUPPORT AND SPONSORSHIP  
FROM BUSINESSES & INDIVIDUALS  
THROUGHOUT THE COMMUNITY FOR HELP  
WITH OUR PROGRAMS AND ACTIVITIES.

## THANK YOU



AI PROPERTY MAINTENANCE  
ANYTIME FITNESS  
AUTOCAM  
BLUFISH CONSULTING LLC  
BRAD GRAY'S AUTO BODY  
CARON CHEVROLET  
COLLEGE CHEVROLET BUICK  
CRAIG KEMPF FUNERAL HOME  
DARROW WATER HAULING  
DR. DAVID BYRENS  
ERIC DALE HEATING AND COOLING  
FREEDOM FIREARMS  
GENUINE CUSTOMS AND DETAILING  
GREAT LAKES WATERJET AND LASER  
HEMMINGESEN DRUG STORE  
HOFFMAN AG SERVICES  
ICE CREAM DREAM  
JON MORRIS VOLLEYBALL  
KIDDER HEATING AND COOLING  
LTW APPAREL  
MARSHALL COUNTRY CLUB

AFC-K&M LUMBER-TRADER RICKS  
ARE WE THERE YET TRAVEL  
BAIR REALTY  
BORG WARNER THERMAL SYSTEMS  
BUFFALO WILD WINGS  
CASCARELLIS  
COLLISION CENTER OF MARSHALL  
CRYSTAL FARMS  
DENNY'S DINER  
DUSTIN DAMON-REMAX  
FAMILY FARE  
FUG, INC  
GMI COPE AGENCY  
GUTTERS 'R' US  
HERITAGE CLEANERS  
HOWLING DELIVERY  
J&L MANUFACTURING  
J-TECH CONTROLS LLC  
LANDIS FAMILY FARMS  
MARSHALL ANIMAL CARE CENTER  
MARSHALL EXCELSIOR

AFFORDABLE HANDYMEN LLC  
AUTO LAB  
BERKSHIRE HATHAWAY HOME SERVICES  
BOSHEARS FORD  
BURNS AUCTIONEER  
CHEMICAL BANK  
COPPER BAR  
DARK HORSE BREWING CO.  
DOGGIE SPA AND PLAY CARE  
EATON CORPORATION  
FOUNTAIN CLINIC  
CALHOUN COUNTY FAIRGROUNDS  
GRANGER INSURANCE  
HAAS TRUCKING  
HODGES JEWELERS  
HUNGRY HOWIES  
JACKSON & JACKSON  
KELLOG COMMUNITY CREDIT UNION  
LISA SANDS STATE FARM  
MARSHALL COMMUNITY CREDIT UNION  
MARSHALL EXCHANGE CLUB



# COMMUNITY SPONSORS CONT.

MARSHALL FIREFIGHTERS  
MARSHALL MOONRAKER  
MIKE'S PLACE  
NESSELS NUTRITION  
OLD MCDONALDS FARM  
PENNFIELD PIZZA  
PRATER STUDIOS  
ROLLOS MANCINOS  
SCHROEDER DEGRAW PLLC  
SHELL GAS STATION  
TENNECO  
TOM MONTAGUE AUTOMOTIVE  
TUFFY AUTO SERVICE CENTER  
WILSON'S TANNENBAUM FARM  
WALTS CRAWLERS

MARSHALL LANES  
MARTIN'S CONSTRUCTION  
MS AUTO  
NEW HORIZON PROPERTY MANAGEMENT  
PALM TEES  
PENNY PINCHERS  
PRETZEL CREATIONS  
SANDY WOODS STATE FARM  
SCOOTERS BARBER SHOP  
SIM'S FARMS  
THE OIL PLACE  
TOM'S BODY SHOP  
WARMANS PARTY STORE  
ZACK WOODS CONSTRUCTION  
TROUT UNLIMITED-KALAMAZOO VALLEY  
CHAPTER

MARSHALL MEDICAL  
MEIJER  
MULTI-MAINTENANCE  
NRK CONSTRUCTION  
PASTRAMI JOES  
PLUMBERS & PIPEFITTERS LOCAL 333  
QUALITY ENGRAVING  
SARA HAMRIC-REMAX  
SCREW MACHINE SERVICES  
SOUTHERN MICHIGAN BANK  
TIP-TOP CUSTOM  
TRIBAL MANUFACTURING  
WENDYS  
KEYSTONE UNLIMITED  
CITY OF MARSHALL

## THANK YOU TERI

FOR YOUR 30 YEARS OF SERVICE AT  
THE MARSHALL RECREATION DEPARTMENT.  
CONGRATULATIONS ON YOUR RETIREMENT!

