

**TO:** Human Resource/Public Works Committee  
Margaret McAvoy, Administrator/Controller

**Isabella County Staff Report**

**FROM:** Sue Ann Kopmeyer, Parks and Recreation Director



**DAY/DATE:** Wednesday, November 6, 2019

**RE:** Coldwater Park Improvements Project: Benches & Recycling Bins

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## **BACKGROUND**

As reported earlier this year, funding is being put together to improve the campground at Coldwater Lake Family Park. The campground needs to be updated with some 50-amp electrical sites as well as additional pull-thru sites. This fall, the County submitted 1 grant proposal to the Mount Pleasant Area Community Foundation for campground improvements. The grant request was for \$2,100.

Notification of the receipt of this grant was received on October, 31, 2019 and funding was approved for this project by the MPACF in full. This grant will be alongside the Department of Natural Resources Recreation Passport Grant, which is also being used to fund the Coldwater Lake Family Park Improvements Project. Isabella County Parks is required to match \$70,000 to the \$150,000 grant, and this grant from the MPACF will help offset that match.

With these improved sites, the campground will draw in more campers as well being more accessible, thanks to the addition of the pull-thru sites as well as the companion seating being added.

## **ALTERNATIVES**

## **FINANCIAL IMPACT**

These funds (\$2,100) will offset the total cost of the benches, recycling bins, and concrete pad for this project.

## **RECOMMENDATIONS**

1. Move to approve the Grant Agreement accepting the terms of the Mount Pleasant Area Community Foundation for the Coldwater Lake Family Park Campground Improvements Project.

## **ATTACHMENTS**

1. Grant Letter & Agreement

**Mt. Pleasant Area**  
**community foundation**<sup>SM</sup>

October 31, 2019

Ms. Sue Ann Kopmeyer  
Isabella County  
200 North Main Street  
Mt. Pleasant, MI 48858

Re: Grant Award #2019-0216

Dear Sue Ann,

Congratulations! A grant has been approved for your organization by the Board of Trustees of the Mt. Pleasant Area Community Foundation. Enclosed please find your Grant Agreement. This document needs to be **signed** by an Authorized Financial Officer (organization employee or board member with legal authority to accept money on behalf of the organization) **and returned to the Foundation**. At that time, a grant check, along with a copy of the Grant Agreement, will be mailed to the attention of the Authorized Financial Officer at the address you provide at the bottom of the agreement.

Please be sure to carefully read all the conditions included in your agreement, including the responsibility of your organization to provide MPACF with a report that demonstrates the project's execution and impact. You will find the **Grant Report Form** at <http://www.mpacf.org/grantee-resources/>. If you have any questions about your grant or the Grant Agreement, please do not hesitate to call the Foundation office.

Sincerely,



Jaimie Capen-Cascaddan  
Program Officer



# **Mt. Pleasant Area**

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## **community foundation**<sup>SM</sup>

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### **GRANT AGREEMENT**

Date Awarded: **October 30, 2019** Grant Number: **#20190216**  
Grant Awarded to: **Isabella County**  
Grant Award Amount: **\$2,100.00**  
Grant Awarded from: **Brewster Family Access to Recreation Fund**

Project Title: **Coldwater Lake Campsite Accessibility**  
Person Responsible for Conducting Project: **Ms. Sue Ann Kopmeyer**  
Project Date(s): **09/04/2019 - 06/01/2020**  
Project Summary: **The goal of this project is to increase the accessibility of some of the campsites at Coldwater Lake Family Park, specifically some of the new pull-through sites. Isabella County Parks plans to do this by installing new benches and recycling bins. In order to complete this project, Isabella County Parks plans to purchase the required materials and oversee the installation.**  
Special Instructions:

#### **Conditions:**

1. **Funds:** Funds provided by the Mt. Pleasant Area Community Foundation shall be used only for the purpose(s) and within the timeline stated in your proposal and restated above. Further, funds shall be used exclusively for purpose(s) specified in Section 170(c)(2)(B) of the Internal Revenue Code of 1986, as amended, or the corresponding provision of any future United States Internal Revenue law (the "Code") and shall not be expended for any activity described in Section 4945(d)(1) or (2) of the Code. Generally, funds must be used for charitable purposes, and shall not be used to carry on propaganda or otherwise attempt to influence legislation or to influence the outcome of any specific public election.
2. **Accounting:** Funds provided by the Mt. Pleasant Area Community Foundation will be accounted for separately using consistent accounting practices (cash or accrual) throughout the commitment. Advance approval must be requested in writing for disbursements deviating from the line items of the approved project budget. All fiscal expenditures must take place within the timeline stated in your proposal and restated above. You must obtain written permission from the Mt. Pleasant Area Community Foundation to spend outside the project dates. If at the end of this commitment there remain any unexpended funds or if the program is terminated at any other time, the unexpended cash balance is to be returned to the Mt. Pleasant Area Community Foundation within 30 days and may not be transferred to any other account.
3. **Acknowledgement:** Items purchased for, or produced in relation to, the proposed project need to acknowledge support from the Mt. Pleasant Area Community Foundation. Any written publications (including t-shirts, brochures, webpages, etc.) should include the MPACF logo. An electronic version of this logo may be obtained from MPACF. The logo's colors and proportions should not be altered in any way. ***When space allows, please include the following language: "funds provided in part by the Brewster Family Access to Recreation Fund of the Mt. Pleasant Area Community Foundation."*** Verbal acknowledgement during events, meetings and presentations about the project is also encouraged.

4. **Reporting:** Your organization will provide the Mt. Pleasant Area Community Foundation with a report that demonstrates the project's execution and impact no later than 30 days after project completion. You may access the Grant Report Form at <https://www.mpacf.org/grantee-resources/>. The Grant Report Form should be submitted along with a) copies of any written materials produced as a result of the project, b) copies of publicity about the project, c) high resolution photographs depicting the project, and d) any other supporting documentation. The Mt. Pleasant Area Community Foundation reserves the right to utilize the materials and photographs submitted for marketing purposes.

\_\_\_\_\_  
Authorized Financial Officer\* Signature

\_\_\_\_\_  
Amanda A. Schafer

Executive Director

Print Name: \_\_\_\_\_

Mt. Pleasant Area Community Foundation

Title: \_\_\_\_\_

Isabella County

Address: \_\_\_\_\_

\*For purposes of this award, an Authorized Financial Officer is an organization employee or board member with legal authority to accept money on behalf of the organization. A grant check in the amount awarded will be mailed to the attention of the Authorized Financial Officer at the address provided above upon receipt of this signed agreement. Please note that a check will not be mailed to the Person Responsible for Conducting the Project unless this person is also an Authorized Financial Officer of the organization.