

**ALPENA COUNTY PARKS & RECREATION COMMISSION
CONSENT CALENDAR
Wednesday, October 11, 2023**

APPROVE FOLLOWING 2023 BUDGET ADJUSTMENTS:

1. Long Lake Park:

ACTION ITEM #1: The Committee recommends approval to transfer \$800.00 from Dues, Subscription, and Licenses line item #208-759-955.002 and put into the Garbage pickup line item #208-759-925.000.

ACTION ITEM #2: The Committee recommends approval to transfer \$200 from Dues, Subscription, and Licenses line item #208-759-955.002 and put into the Equipment Maintenance line item #208-759-931.000 to cover the cost to send the bad boy mower and the LS tractor to Sumerix for Fall servicing and winterization at the end of the season.

2. Sunken Lake Park - Two Ed Perrault Plumbing Invoices (attachment #1):

ACTION ITEM #3: The Committee recommends approval to transfer \$500 from Equipment Maintenance/Mechanic line item #208-758-931, and \$400 from Port-a-john line item #208-758-924, and \$260 from Vehicle Lease line item #208-758-948 and put \$1,160 into the Grounds Maintenance line item #208-758-933 to cover the cost to pay the two Invoices from Ed Perrault Plumbing (Invoice \$855.62, Invoice \$297.50) with total being paid to Ed Perrault Plumbing of \$1,153.12.

3. PointPersons:

ACTION ITEM #4: The Committee recommends approval to increase the 2023 budgeted Beaver Lake Park Lights line item #208-757-921.000 by \$4,231.00 to cover the light expenses for the rest of the year.

ACTION ITEM #5: The Committee recommends approval to move \$8,500 from the Transfer to Other Funds line item #208-760-995.00 (one-half FTE Maintenance) and to put into the County General Fund as budgeted and with the remaining funds available for use by the Parks General budget as presented.

****LINE ITEM TRANSFERS (BUDGET ADJUSTMENTS) COMPLETED:**

Beaver Lake Park:

Transfer \$500 from Dues, Subscriptions, and Licenses line item #208-757-955.002 and put into the Lights line item #208-757-921.000 for Beaver Lake Park.

Transfer \$175 from Port-a-johns line item #208-757-924.000 and put into the Garbage pickup line item #208-757-925.000 for Beaver Lake Park.

Sunken Lake Park:

Transfer \$20 from Port-a-john line item #208-758-924 and put into the Insect Control line item #208-758-801.004.

Transfer \$1,500 from Dues, Subscriptions & Licenses line item #208-758-955.002 and put into the Lights line item #208-758-921.000.

Transfer \$300 from Port-a-john line item #208-758-924 and put into the Cell Phone line item #208-758-851.000.

APPROVE ACTION ITEMS & MINUTES:

1. Long Lake Park Committee Meeting Minutes September 21, 2023 (attachment #2)

ACTION ITEM #LongLakePark: The Committee recommends approval to have County Administrator Mary Catherine Hannah work with HR Specialist Jennifer Mathis to write up an agreement for Long Lake Park Camp Host Chris Deboer stay in his camper and camp at Long Lake Park during the winter season and present for approval to the Parks & Recreation Commission.

2. Beaver Lake Park Committee Meeting Minutes September 25, 2023 (attachment #3)

ACTION ITEM #BeaverLakePark: The Committee recommends approval to have the PointPersons look into a longevity policy for the Park Managers to align with and possibly review and adopt the County's Longevity Policy.

3. Sunken Lake Park Committee Meeting Minutes September 27, 2023 (attachment #4)

ACTION ITEM #SunkenLakePark: The Committee recommends approval to put names on memory boards from the list on who have paid Sunken Lake Park and mount on the bridge under one sign mounted to keep the phrase the same for everyone.

APPROVE ACTION ITEMS & MINUTES:

(continued)

4. PointPersons Committee Meeting Minutes October 2, 2023 (attachment #5)

ACTION ITEM #PointPersons #1: The Committee recommends approval of the updated job description for the County Parks & Recreation Administrative Assistant as presented.

ACTION ITEM #PointPersons #2: The Committee recommends approval to write off the remainder of \$700 seasonal fee owed by June Walker for 2023 at Sunken Lake Park as presented.

ACTION ITEM #PointPersons #3: The Committee recommends approval of Smith Electric's quote of \$2,800 and any other cost to cover the electrical work at Long Lake Park.

ACTION ITEM #PointPersons #4: The Committee recommends approval of the Long Lake Park Manager Sarah Jore to remain sole manager of Long Lake Park for the 2024 camping season.

APPROVE MINUTES ONLY:

Parks & Recreation Commission Meeting Minutes – September 13, 2023 – (attachment #6)