

"Menominee – Where the best of Michigan Begins"

MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse
839 10th Avenue
Menominee, MI 49858*

*Brian R. Bousley – County Administrator
Sherry DuPont – Administrative Assistant
Telephone: (906) 863-7779 or 863-9648
Fax: (906) 863-8839*

The Menominee County
Parks and Recreation Committee
Will meet on **Monday ~August 5, 2013**
at **5:00 p.m. C.D.T.** at
River Park

~A Quorum of The Menominee County Board of Commissioners Maybe Present~

AGENDA

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of Agenda
- E. Approval of Previous Meeting Minutes
- F. Public Comment
- G. Business
 - a. Park Ranger/ Park Manager Updates
 - b. Monthly Budget Review
 - c. Parks Projects/ Grants
 - d. Lease Program/Camping Update
 - e. Meeting Fees/Meeting Schedule
- H. Correspondence
- I. Any Other Items Members Wish to Present
- J. Public Comment
- H. Adjournment

Charlie Meintz – Chairperson

Larry Schei – Vice Chairperson

Doug Krienke James Furlong Chris Plutchak Bernie Lang Gerald Piche Jan Hafeman John Nelson

Menominee County Parks and Recreation Committee

Meeting Minutes

July 8, 2013

The meeting was called to order at 5:00 pm by Bob Desjarlais at Kleinke Park, Menominee County, MI on July 8, 2013.

Reporting for roll call was: Bob Desjarlais, Ruby Ivens, Glenn Cody, County Administrator Brian Bousley, and County Commissioner Charlie Meintz. Vola B. and Gail J. were excused. There was a quorum present to conduct the meeting.

Approval of agenda: A motion was made by Ruby I. and seconded by Charlie M. The motion carried.

Minutes: A motion was made by Ruby I. To approve the minutes from the last meeting that was seconded by Charlie M. The motion carried.

Public Comment:

Sue Aubry: stating this summer at Kleinke Park has been very relaxing.

Mrs. Kleinke: impressed by the presentation of the park, concerned about the camping rates and new reduced rates should be discussed and considered.

Mickey Plutz: clarification on dates for leases.

Larry Perez: Ranger Jim Quist is doing a great job at the park.

Nancy Stropich: clarification of evictions of previous campers

Business:

- a. **Park Ranger / Park Manager Updates:** There were no updates.
- b. **Monthly Budget Review:** Brian distributed copies of the latest budget for the board's perusal and comment. He reported that the bottom-line remains fine; income and expenditures were in line for this time of year. Several members of the committee requested clarification of a few items which Brian provided. Bob commented that each year the budget moves the department one step closer to becoming self-sustaining.
- c. **Park Projects / Grants:** Brian reported that the new bathhouse at Shakey Lakes Park was opened on July 3, 2013, although the coin-operated shower controls have yet to be installed. Approval to open the facility was obtained from the DNR. This year, crushed limestone will be installed on those areas outside the structure that will be blacktopped next year. Ruby offered a motion, seconded by Charlie, authorizing Brian to order the limestone and arrange for its installation. Brian estimated the cost at approximately \$3500.00.

Brian also reported that an official from the DNR had recently visited the Stoney Point Boat Launch to inspect the pads. Brian will submit an additional grant application to cover the cost of much needed dredging.

Concerning the upgrades at River Park (last year's grant), Brian announced that the new well house will be built by the parks' crew.

Larry Perez, long-term camper at Kleinke Park, asked for an update on the department's on-going process of providing fill for some of the campsites at Kleinke Park. He recommended that the process begin at one end of the park and continue toward the other end rather than progressing "piecemeal".

Mickey Plautz, another long-term camper at Kleinke Park, repeated her request that the trees that were recently cut down be replaced. She also suggested that the remaining stumps be ground down.

- d. **Parks Website/Advertisements:** Brian announced that the website is up and running. More paid ads have been received. The domain name needs to be renewed.
- e. **Meeting Fees/Meeting Schedule:** Brian announced that the Menominee County Board of Commissioners is considering offering a stipend of \$50 per meeting for all members of the Parks and Recreation Committee. The additional expenditure might result in an abbreviated meeting schedule however.

Correspondence: None

Any Other Items Members Wish to Present: Charlie reported on his recent experience at a KOA campground in California. He was particularly impressed with the amenities and round-the-clock security offered at the facility.

Ruby asked if there was a place on the website for organizations that don't normally advertise their services such as churches and medical facilities. Bob responded that some of these facilities are already identified on the website; any additions to the list should be given to Brian.

Bob announced that the Parks Department had purchased another dock for Shakey Lakes Park. It is 32 feet in length and can be split into two 16 foot components. He also offered three suggestions for improvements at Shakey Lakes Park: a cement sidewalk to the pavilion, a cement sidewalk to the new bathhouse and a broom attachment for one of the tractors to keep the sidewalks free from sand. He also asked the committee to consider building a rustic cabin at Shakey Lakes Park; pine trees for the project could be harvested from Longrie Park.

Additional comments from the campers in attendance concerned the need for a concession stand at Kleinke Park and more opportunities for campers to purchase firewood and ice. Brian offered to post the rangers' schedule in the park so that patrons might know when these items are available.

Charlie offered a motion to adjourn that was seconded by Ruby. The meeting was adjourned at 6:30 pm.

Respectfully submitted by Glenn D. Cody

Brian

COUNTY PARKS

County of Menominee
Revenue Voucher

Date 7/1/13-7/15/13

208-000-649.00	Firewood Shakey	\$
208-000-651.01	Annual Sticker Sales	\$ 1793.00
208-000-651.03	Daily Sticker Sales	\$ 1255.00
208-000-651-05	Gate Receipt/Fair	\$
208-000-653.01	Shakey Lakes Fees	\$ 5578.00
208-000-653.02	Kleinke Park Fees	\$ 2440.00
208-000-654.00	Shakey Lakes Leased	\$
208-000-654.02	Kleinke Park Leased	\$
208-000-666.01	Pavilion-Shakey Lakes	\$
208-000-666.02	Pavilion-Kleinke	\$
208-000-649.00	Cash Over/Short	\$
208-000-667.02	Storage rental outside	\$12.00
208-000-667.03	Storage rental inside	\$
208-000-676.00	Misc receipts	\$
208-000-676.02	Sweatshirts	\$
208-000-673.01	Firewood Kleinke	\$ 110.00
208-000-673.02	Ice Kleinke	\$ 56.00
208-000-673.03	Showers Kleinke	\$ 75.00
208-000-673.04	Showers Shakey Lakes	\$ 117.50
701-000-228.23	Sales Tax	\$
	Total Parks	\$ 11436.50
220-000-652.01	Boating	\$ 511.00
	Total Boat fees	\$ 511.00
	Total receipts	\$ 11947.50

MENOMINEE COUNTY

Standard Budget Report

July 2013 Revenues

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Program Revenues					
Charges for Services					
FIREWOOD SALES	0.00	905.00	300.00	605.00	301.67
ANNUAL	3,045.00	7,343.00	8,000.00	-657.00	91.79
ANNUAL 2 FOR	0.00	0.00	100.00	-100.00	0.00
DAILY	1,713.00	2,357.00	5,000.00	-2,643.00	47.14
GATE RECEIPTS FOR FAIR	0.00	0.00	8,000.00	-8,000.00	0.00
SHAKY CAMPING FEES	11,347.00	50,381.00	67,000.00	-16,619.00	75.20
KLEINKE CAMPING FEES	4,660.00	8,546.00	20,000.00	-11,454.00	42.73
SHAKY LAKE LEASE SITES	0.00	65,775.00	65,000.00	775.00	101.19
KLEINKE LEASE SITES	0.00	12,800.00	13,800.00	-1,000.00	92.75
Total Charges for Services	20,765.00	148,107.00	187,200.00	-39,093.00	79.12
Interest and Rents					
PAVILLION-SHAKY	0.00	100.00	200.00	-100.00	50.00
PAVILLION-KLEINKE	0.00	160.00	100.00	60.00	160.00
Outside Storage	41.00	1,981.00	3,600.00	-1,619.00	55.03
Inside (Fair) Storage	0.00	4,472.70	2,500.00	1,972.70	178.91
Total Interest and Rents	41.00	6,713.70	6,400.00	313.70	104.90
Total Program Revenues	20,806.00	154,820.70	193,600.00	-38,779.30	79.97
Special Items					
Other Revenue					
FIREWOOD-KLEINKE	115.00	115.00	0.00	115.00	0.00
ICE-KLEINKE	58.00	58.00	0.00	58.00	0.00
PAID SHOWERS-KLEINKE	112.25	184.50	400.00	-215.50	46.13
PAID SHOWERS-SHAKY	208.25	507.75	2,000.00	-1,492.25	25.39
MISCELLANEOUS RECEIPTS	0.00	37.00	100.00	-63.00	37.00
Sweatshirt Revenue	0.00	51.00	300.00	-249.00	17.00
PARK ADVERTISING	75.00	600.00	0.00	600.00	0.00
GENERAL FUND APPROPRIATION	14,423.75	57,695.00	57,695.00	0.00	100.00
Total Other Revenue	14,992.25	59,248.25	60,495.00	-1,246.75	97.94
Total Special Items	14,992.25	59,248.25	60,495.00	-1,246.75	97.94
Total Revenues	35,798.25	214,068.95	254,095.00	-40,026.05	84.25

MENOMINEE COUNTY Standard Budget Report

July 2013 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
SALARIES	2,752.76	51,909.61	67,340.00	15,430.39	77.09
SALARIES - TEMPORARY	3,233.50	14,433.00	24,000.00	9,567.00	60.14
OVERTIME	219.76	781.20	1,800.00	1,018.80	43.40
LONGEVITY	0.00	1,250.00	1,250.00	0.00	100.00
HOSPITAL DEDUCTIBLE	1,962.34	17,622.90	23,190.00	5,567.10	75.99
LIFE INSURANCE	4.60	46.00	60.00	14.00	76.67
FICA-OASDI	373.72	4,047.73	5,551.00	1,503.27	72.92
FICA-MEDI	87.40	946.62	1,298.00	351.38	72.93
WORKMENS COMPENSATION	1,432.12	4,551.18	4,260.00	-291.18	106.84
RETIREMENT	1,027.22	9,621.61	12,220.00	2,598.39	78.74
OFFICE SUPPLIES	210.46	467.00	1,200.00	733.00	38.92
POSTAGE-COUNTY PARKS	0.00	39.89	300.00	260.11	13.30
GAS, OIL ETC	0.00	212.40	400.00	187.60	53.10
DIESEL FUEL	1,756.79	5,820.25	8,000.00	2,179.75	72.75
L.P. GAS	0.00	12.49	2,000.00	1,987.51	0.62
UNIFORMS	0.00	2,181.07	2,800.00	618.93	77.90
UNIFORMS/SUMMER HELP	0.00	361.95	700.00	338.05	51.71
JANITORIAL SUPPLIES	905.02	162.00	200.00	38.00	81.00
OTHER OPERATING/GENERAL	305.67	5,230.07	3,500.00	-1,730.07	149.43
BROCHURES/STICKERS	0.00	2,728.37	2,000.00	-728.37	136.42
TREE REPLACEMENT	0.00	61.05	1,000.00	938.95	6.11
DEQ Permits	0.00	1,000.00	1,000.00	0.00	100.00
CONSTRUCTION SUPPLIES	0.00	1,110.07	1,000.00	-110.07	111.01
PROFESSIONAL-CONTRACTURAL SERVICES	1,629.41	1,296.51	1,000.00	-296.51	129.65
PROFESSIONAL-PHYSICALS	0.00	2,373.21	9,000.00	6,626.79	26.37
TRAVEL/Parks Per Diems & Mileage	46.33	534.00	650.00	116.00	82.15
PROGRAMMING/RECREATION	125.00	485.46	1,100.00	614.54	44.13
Sweatshirts	0.00	1,109.28	1,200.00	90.72	92.44
Gate Receipts	0.00	0.00	300.00	300.00	0.00
Inside Storage	0.00	0.00	6,500.00	6,500.00	0.00
WATER TESTING	270.73	0.00	2,500.00	2,500.00	0.00
UTILITIES/ELECTRIC	4,761.85	678.96	750.00	71.04	90.53
EQUIPMENT MAINTENANCE	231.60	13,496.54	35,000.00	21,503.46	38.56
FACILITY MAINTENANCE	0.00	1,814.17	5,000.00	3,185.83	36.28
GROUNDS MAINTENANCE	0.00	3,681.16	3,000.00	-681.16	122.71
	0.00	3,992.27	4,000.00	7.73	99.81

Difference Percent

*at 62.55% of expenditures
Should be at 83%
by end of July.*

MENOMINEE COUNTY

Standard Budget Report

July 2013 Expenditures

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: COUNTY PARKS					
Recreation and Culture					
COUNTY PARKS					
RENTAL/CONTRACTING	82.68	680.90	7,500.00	6,819.10	9.08
REFUNDS/REBATES	927.87	1,110.87	2,000.00	889.13	55.54
CAPITAL OUTLAY	0.00	0.00	1,000.00	1,000.00	0.00
VEHICLE MAINTENANCE	372.95	874.91	4,000.00	3,125.09	21.87
NEW/REPLACEMENT EQUIPMENT	271.77	2,513.33	5,000.00	2,486.67	50.27
Total COUNTY PARKS	22,990.55	159,238.03	254,569.00	95,330.97	62.55
Total Recreation and Culture	22,990.55	159,238.03	254,569.00	95,330.97	62.55
Total Expenditures	22,990.55	159,238.03	254,569.00	95,330.97	62.55
CHANGE IN FUND EQUITY	12,807.70	54,830.92	-474.00	55,304.92	11,567.70

Report Filter Criteria

Year To Print: 2013
 Month To Print: July
 Fund Code Range: 208 COUNTY PARKS to 208 COUNTY PARKS

MENOMINEE COUNTY
Standard Budget Report
 July 2013 Revenues

Account Title	This Month	Y-T-D	Budget	Difference	Percent
Fund: PARK IMPROVEMENT FUND					
Program Revenues					
Charges for Services	947.00	2,717.50	3,600.00	-882.50	75.49
BOAT FEES	947.00	2,717.50	3,600.00	-882.50	75.49
Total Charges for Services	947.00	2,717.50	3,600.00	-882.50	75.49
Total Program Revenues					
Special Items	0.00	15.00	0.00	15.00	0.00
Other Revenue	0.00	15.00	0.00	15.00	0.00
MISCELLANEOUS RECEIPTS	0.00	15.00	0.00	15.00	0.00
Total Other Revenue	0.00	15.00	0.00	15.00	0.00
Total Special Items	0.00	15.00	0.00	15.00	0.00
Total Revenues	947.00	2,732.50	3,600.00	-867.50	75.90