

TENTATIVE AGENDA

DELTA COUNTY BOARD OF COMMISSIONERS

February 16, 2016

5:15 p.m.

- I. CALL TO ORDER
- II. PRAYER
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL

**SPECIAL ORDERS OF BUSINESS:**

- V. APPROVAL OF MINUTES OF PREVIOUS MEETINGS
  - County Board minutes: 2-9-16
  - Committee of the Whole:
- VI. APPROVAL OF AGENDA
- VII. PRESENTATION OF WRITTEN COMMUNICATIONS
  - A. COMMUNICATIONS RECEIVED
  - B. COMMUNICATIONS FORWARDED
- VIII. REPORTS OF STANDING, STATUTORY, SPECIAL COMMITTEES AND OTHERS
- IX. **PUBLIC COMMENT ON AGENDA ITEMS** (Sign In)
  - Public Hearing on the Five Year Recreation Plan**
- X. **COMMITTEE REPORTS**
  - 1. Administrator's Report**
- XI. GENERAL ORDERS OF BUSINESS
  - A. UNFINISHED BUSINESS
    - 1. Appointment to Building Authority**
  - B. NEW BUSINESS
    - 1. Payment of Bills**
    - 2. Jail Consultants Presentation**

3. **Representative to UP911**
4. **Adoption of the Five Year Recreation Plan and Resolution**

XII. GENERAL PUBLIC COMMENT

XIII. COMMISSIONER'S COMMENTS

XIV. MEETING SCHEDULE

- A. Board of Commissioners Meeting on 3-15-16 at 5:15 p.m. in the Service Center Boardroom.
- B. Board of Commissioners Meeting on 4-5-16 at 5:15 p.m. in the Service Center Boardroom.
- C. Statutory Board of Commissioners Meeting on 4-12-16 at 5:15 p.m. in the Service Center Boardroom.

XV. NOTICES

**30 day notice of Appointments**

XVI. ADJOURNMENT

\*\*\*\*\*DUE TO THE TIME CONSTRAINTS, THE DELTA COUNTY BOARD OF COMMISSIONERS HAS ADOPTED A POLICY THAT ANY INDIVIDUAL WISHING TO ADDRESS THE BOARD WILL BE ALLOCATED THREE (3) MINUTES. THE THREE MINUTES USED BY THE INDIVIDUAL ARE TO MAKE STATEMENTS. THERE WILL BE NO QUESTION AND ANSWER SESSION FORMAT. THIS WILL STRICTLY BE A STATEMENT TYPE FORMAT. IF YOU WISH TO ADDRESS THE BOARD, PLEASE SIGN YOUR NAME ON THE SIGN UP LIST AVAILABLE FROM THE COUNTY CLERK. SPEAKERS WILL BE CALLED IN ORDER OF SIGN UP.\*\*\*\*\*

THE COUNTY OF DELTA WILL PROVIDE REASONABLE AUXILIARY AIDS AND SERVICES FOR THE HEARING IMPAIRED AND TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON REASONABLE NOTICE TO THE COUNTY OF DELTA. INDIVIDUALS WITH DISABILITIES REQUIRING SERVICES SHOULD CONTACT THE COUNTY OF DELTA ADA COORDINATOR BY WRITING OR CALLING THE FOLLOWING:

Daniel Menacher, DELTA COUNTY ADA COORDINATOR  
310 LUDINGTON STREET  
ESCANABA, MI 49829  
TELEPHONE (906) 789-5189

The Honorable Members of the Delta  
County Board of Commissioners

Dear Commissioners:

A regular meeting of the Delta County Board of Commissioners is scheduled for  
Tuesday, February 16, 2016 at 5:15 p.m. in the Boardroom in the Delta County Service Center.

Sincerely yours,

Nancy J. Kolich  
Delta County Clerk

Proposed

**DELTA COUNTY BOARD OF COMMISSIONERS MEETING  
February 9, 2016**

Escanaba, Michigan

A Regular meeting of the Delta County Board of Commissioners was held this date, pursuant to the following call:

February 2, 2015

The Honorable Members of the Delta  
County Board of Commissioners

Dear Commissioners:

A Regular Meeting of the Delta County Board of Commissioners is re-scheduled for Tuesday February 9, 2016, at 6:00 p.m. in the Boardroom of the Delta County Service Center.

Sincerely yours,  
Nancy J. Kolich  
Delta County Clerk

ROLL CALL

PRESENT: Commissioners Malnar, Johnson, Harrington, and Rivard.

EXCUSED: Commissioner Moyle.

The meeting was called to order at 6:00 p.m. in the Boardroom of the Delta County Service Center by Delta County Clerk, Nancy Kolich.

VIII. PUBLIC COMMENT ON AGENDA ITEMS

None.

V. APPROVAL OF MINUTES OF PREVIOUS MEETING

Moved by Commissioner Malnar and seconded by Commissioner Rivard to approve the minutes of the January 19, 2016 meeting.  
MOTION CARRIED.

VI. APPROVAL OF AGENDA

Moved by Commissioner Johnson and seconded by Commissioner Malnar to approve the agenda as amended, moving Public Comment and Commissioners Concern before Closed Session. MOTION CARRIED.

Proposed

VII. PRESENTATION OF WRITTEN COMMUNICATIONS

A. Received:

1. Letter from City of Escanaba.
2. Letter from State of Michigan.
3. Letter from CUPPAD.
4. Letter from US Army Corps of Engineers.
5. Letter from Perry Lund.
6. Letter from US Senate.

B. Forwarded:

1. Letter to Randy Scott.
2. Letter to Patrick Conner.
3. Letter to Christine Williams.
4. Letter to Thomas Elegeert.
5. Letter to Regina Howell.
6. Letter to Steven Carlson.

VIII. REPORTS OF STANDING AND STATUTORY SPECIAL COMMITTEES AND OTHERS

1. Solid Waste Management minutes of 1-27-15, 12-15-15.
2. CAA/HRA minutes of 11-12-15.
3. Public Health Board minutes of 12-16-15.
4. Human Services Board minutes of 12-21-15.
5. Central Dispatch minutes of 1-13-16.

VIII. REPORTS OF SPECIAL COMMITTEES AND OTHERS.

1. Township Association minutes of 10-22-15, 12-4-15

Moved by Commissioner Rivard and seconded by Commissioner Johnson that the Communications and Reports of Standing and Statutory Committees and the Reports of Special Committees and Others be received and placed on file. MOTION CARRIED.

IX. COMMITTEE REPORTS:

1. Administrator's Report.

Mr. Bergman gave an update on the Jail millage, the last union contract, 2015 Audit will start next week, and the Building and Zoning meeting will be set up for next week.

Moved by Commissioner Harrington and seconded by Commissioner Johnson to appoint Administrator Bergman as the second alternate to the Superior Trade Zone. MOTION CARRIED.

Proposed

2. Building and Grounds Committee minutes of 1-19-16.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to receive the minutes of the Building and Grounds minutes of 1-19-16 and place on file. MOTION CARRIED.

3. Jail Committee minutes of 1-25-16.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to receive the minutes of the Jail Committee minutes of 1-25-16 and place on file. MOTION CARRIED.

X. GENERAL ORDERS OF BUSINESS

A. UNFINISHED BUSINESS

B. NEW BUSINESS

1. Payment of Bills.

Moved by Commissioner Malnar and seconded by Commissioner Johnson to approve payment of the bills in the amount of \$378,070.73 and Commissioner's expenses of \$0. MOTION CARRIED.

2. CUPPAD GIS Memorandum of Agreement.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to approve the Memorandum of Agreement with CUPPAD to provide GIS mapping, with an amended date of 2/9/16. MOTION CARRIED.

3. Interim Veteran Affairs Officer.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to extend the Interim Veteran Affairs Officer, Mike Miller, for 12 hours per week for \$20 per hour until March 18, 2016, as presented. MOTION CARRIED.

4. Additional Hours for Part-time Housekeeper - Jail Project.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to approve the additional 40 hours for the part-time housekeeper for a Jail floor project, as requested. MOTION CARRIED.

5. Appointment to Building Authority.

Informational.

Proposed

6. Five Year Delta County Recreational Plan.

Rory Mattson, Conservation District Director, gave a presentation on the Five Year Delta County Recreational Plan.

7. Donations Special Revenue Fund.

Moved by Commissioner Johnson and seconded by Commissioner Harrington to revert the balance from the Donations Special Revenue Fund to the Animal Shelter, as recommended by the Auditor. MOTION CARRIED.

8. Solar Panel Zoning.

Moved by Commissioner Rivard and seconded by Commissioner Johnson to direct the Planning Commission to look into an alternative energy ordinance. MOTION CARRIED.

9. Jail Millage Language Ratification.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to ratify the Jail Bond proposal language that was presented to the County Clerk for the May 3, 2016 Election, as presented.

ROLL CALL	MALNAR	YES
	JOHNSON	YES
	MOYLE	ABSENT
	RIVARD	YES
	HARRINGTON	YES

MOTION CARRIED.

10. Executive Session (Bargaining Contract and land purchase).

Moved by Commissioner Malnar and seconded by Commissioner Johnson to move into closed session at 7:17 p.m. for the purpose of discussing a collective bargaining contract and a potential land purchase under OMI Section 15.268(8)(c) and (d).

ROLL CALL	MALNAR	YES
	JOHNSON	YES
	MOYLE	ABSENT
	RIVARD	YES
	HARRINGTON	YES

MOTION CARRIED.

Moved by Commissioner Johnson and seconded by Commissioner Malnar to convene into regular session at 8:07 p.m. MOTION CARRIED.

Proposed

No actions were taken during closed session.

Moved by Commissioner Rivard and seconded by Commissioner Malnar to ratify the Road Patrol contract, immediately effective February 9, 2016, as presented. MOTION CARRIED.

XII. PUBLIC COMMENT

None.

XIII. COMMISSIONERS CONCERNS

Commissioner Malnar: None.

Commissioner Johnson: Thanked Rory Mattson, Steve Wery and the Conservation District for all their work on the Recreation Plan.

Commissioner Moyle: Absent.

Commissioner Rivard: None.

Commissioner Harrington: Also thanked Rory Mattson and the Conservation District.

XIV. MEETING SCHEDULE

February 16 <sup>th</sup>	5:15 p.m.	Board meeting.
March 1 <sup>st</sup>		CANCELLED.
March 15 <sup>th</sup>	5:15 p.m.	Board meeting.
April 5 <sup>th</sup>	5:15 p.m.	Board meeting.

XV. NOTICES

30 day notice of Appointments

XVI. ADJOURNMENT

Moved by Commissioner Malnar and seconded by Commissioner Johnson to adjourn at 8:09 p.m.

Respectfully Submitted,

---

Nancy J. Kolich, County Clerk

---

Mary K. Harrington, Board Chair

# Description of the Input

**Process:** Copy of Notice of Availability of the Draft Plan for Public Review and Comment



**Date of the Notice**

- ▶ January 2, 2016

**Type of Notice**

- ▶ Notice of Draft Plan Public Review

**Name of Newspaper**

- ▶ The Daily Press, Escanaba (serving Delta County)

**Plan Location**

- ▶ Delta Conservation District, 6822 US Highway 2 41 M35, Gladstone, MI 49837
- ▶ [www.deltacountyparks.com](http://www.deltacountyparks.com)

**Duration of Draft Plan Public Review Period (Must be at least 30 days)**

- ▶ January 6<sup>th</sup>, 2016 to February 15, 2016 (41 days)

# DELTA COUNTY BOARD OF COMMISSIONERS

ADMINISTRATION OFFICE  
310 LUDINGTON STREET  
ESCANABA, MICHIGAN 49829  
PHONE: 906-789-5100  
FAX: 906-789-5197



B1

February 16, 2016

TO: Delta County Board of Commissioners  
FR: Ryan Bergman, Administrator  
RE: Payment of Bills

I have examined all claims presented, and recommend payment of the following; and that the County Clerk be directed to issue orders on the County Treasurer to the Claimants for the amounts allowed.

\_\_\_\_\_  
Ryan Bergman, Administrator

Date	Amount
02-04-16	210,069.18
02-09-16	399,524.39
Total Report of Claims \$	609,593.57
Total Jury Expense \$	3,292.28
GRAND TOTAL OF BILLS \$	612,885.85
Commissioner Expenses: \$	1,585.35 Paid

AUTHORIZED SIGNATURE \_\_\_\_\_  
AUTHORIZED SIGNATURE \_\_\_\_\_  
AUTHORIZED SIGNATURE \_\_\_\_\_  
AUTHORIZED SIGNATURE \_\_\_\_\_  
AUTHORIZED SIGNATURE \_\_\_\_\_

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
02/04/2016	160453	001023	LEXISNEXIS RISK SOLUTIONS INC	JANUARY 2016 PRINCIPAL RESIDENCE VERIFIC	50.00
02/04/2016	160454	001132	APPLE OFFICE PRODUCTS	JUDGE'S MONTHLY PLANNER HP 56 INK CARTRIDGE OFFICE SUPPLIES-ENVELOPES/FOLDERS/TAPE OFFICE SUPPLIES - ENVELOPES	10.99 61.98 56.97 19.49 <u>149.43</u>
02/04/2016	160455	002125	BELL ROOFING	TROUBLE SHOOT ROOF LEAKS	569.18
02/04/2016	160456	002151	ROBERT A. BERBOHM	MILEAGE REIMB- REG MTG DEC 2015	75.10
02/04/2016	160457	002164	BILLY ELECTRIC INC	RECONNECT DISHWASHER BOOSTER HEATER	75.00
02/04/2016	160458	002170	BENOIT'S GLASS & LOCK	KEYS FOR SERVICE CENTER	8.00
02/04/2016	160459	002191	BITTNER ENGINEERING	SCANNING PRINTS	142.00
02/04/2016	160460	003058	CBM FOOD SERVICE	FOOD SERVICE 1/14/16 - 1/20/16	3,367.09
02/04/2016	160461	003061	CARQUEST AUTO PARTS	ANTI FREEZE FOR FORD - HAND CLEANER SWITCH AND TRAILER PLUG HEATER FOR EMERGENCY GENERATOR	14.16 15.50 65.44 <u>95.10</u>
02/04/2016	160462	003075	MASON & JERI COLLINS	FOSTER CARE PAYMENT 12-16-2015 TO 12-31-	258.60
02/04/2016	160463	003087	CHARTER COMMUNICATIONS	INTERNET - ACCT 8245 12 032 0091915	240.87
02/04/2016	160464	003120	CITY OF ESCANABA	JAN 2016 PENAL FINES COST SHARING TAX TRIB APPEAL-OREILLY/AUT	2,311.11 37.91 <u>2,349.02</u>
02/04/2016	160465	003140	CITY OF GLADSTONE	JAN 2016 PENAL FINES	163.33
02/04/2016	160466	003240	COOPER OFFICE EQUIPMENT INC.	CONTRACT BASE RATE CHARGE-BIZHUB 200	120.00
02/04/2016	160467	004075	DEGRAND, REARDON & HALL P.C.	DISTRICT COURT ATTY - JANUARY 2016	2,083.33
02/04/2016	160468	004140	DSTECH	REVIEW IT INFRASTRUCTURE & MERIT OUTAGE	197.50
02/04/2016	160469	004144	DEKETO	ROD MAINTENANCE AGREEMENT ROD MAINTENANCE AGREEMENT-JAN 2016	1,236.00 1,134.40 <u>2,370.40</u>
02/04/2016	160470	004164	DELTA COLLEGE	TRUCK TRAFFIC SCHOOL - LACARTE 1/18-21/1	250.00
02/04/2016	160471	004200	DELTA COUNTY CLERK	APPLY BOND TO FINES - DOMBROWSKI - 15-FH CVR - AUGUST 2015 CVR - SEPTEMBER 2015 CVR - OCTOBER 2015 CVR - NOVEMBER 2015 CVR - DECEMBER 2015 CVR - JANUARY 2016 WRITT - APPLY BOND TO FINES & 10% - 15-F 10% BOND - STUMPF-WESTPHAL - 15-FH-9210 STUMPF BOND - 10% & FINES - 15-FH-9211 PARADIES BOND - APPLY TO FINES & 10% - 1 10% BOND - OGEA - 15-FH-9183 APPLY BOND TO FINES & 10% - MARTINUCCI - APPLY BOND TO FINES & 10% - LEACH - 15-F	366.00 94.15 48.90 86.00 74.90 78.77 149.75 500.00 20.00 200.00 500.00 300.00 250.00 500.00 <u>3,168.47</u>
02/04/2016	160472	004230	DELTA COUNTY ROAD COMMISSION	GASOLINE - DEC 2015	194.50
02/04/2016	160473	004241	DELTA COUNTY 4-H COUNCIL	9 PLAT BOOKS FOR JAN 2016	315.00

*160451 + 160452 P/R Ded*

Check Date	Check	Vendor	Vendor Name	Description	Amount
02/04/2016	160474	004272	DELTA DISPOSAL	GARBAGE DISPOSAL - ACCT: 496	395.00
02/04/2016	160475	004356	JOHN DENHOLM	PC MEETING	89.00
02/04/2016	160476	004360	DEPARTMENT OF STATE	NOTARY FEE - JANUARY 2015	4.00
				NOTARY FEE - FEBRUARY 2015	10.00
				NOTARY FEE - MARCH 2015	16.00
				NOTARY FEE - APRIL 2015	12.00
				NOTARY FEE - MAY 2015	14.00
				NOTARY FEE - JUNE 2015	8.00
				NOTARY FEE - JULY 2015	10.00
				NOTARY FEE - AUGUST 2015	6.00
				NOTARY FEE - SEPTEMBER 2015	18.00
				NOTARY FEE - OCTOBER 2015	16.00
				NOTARY FEE - NOVEMBER 2015	6.00
				NOTARY FEE - DECEMBER 2015	6.00
				NOTARY FEE - JANUARY 2016	8.00
					<u>134.00</u>
02/04/2016	160477	004408	MARK I DOBIAS P.C.	ATTORNEY FEES AND TRAVEL 1/25/16	69.64
02/04/2016	160478	004418	DTE ENERGY	NAT'L GAS - ACCT: 4576 012 0002 7	77.95
				NAT'L GAS - ACCT 4576 021 0002 8	5,182.56
					<u>5,260.51</u>
02/04/2016	160479	004419	STEVEN A. DOSH, M.D.	MEDICAL EXAMINER FEES-FEBRUARY 2016	3,500.00
02/04/2016	160480	004441	JASON DIX	PHONE REIMB - JAN 2016	35.00
02/04/2016	160481	004805	ECONOMOPOULOS LAW FIRM PC	DISTRICT ATTORNEY FEES - JANUARY 2016	2,083.33
02/04/2016	160482	006022	FASTENAL COMPANY	GLOVES FOR INMATES	67.50
02/04/2016	160483	006045	FIDLAR TECHNOLOGIES INC	FORMS-WRIT GARNISH	411.97
02/04/2016	160484	006088	DAN FORRESTER	SESSION/TRAVEL 1/20/16	144.00
				TRAVEL-THERAPY 1/27/16	224.00
					<u>368.00</u>
02/04/2016	160485	006091	FOUR SEASONS, INC.	BUSHING FOR GRASSHOPPER MOWER	6.12
				BACK PACK BLOWER	472.81
					<u>478.93</u>
02/04/2016	160486	006101	FRAZER'S AUTO REPAIR CO	RADIATOR REPAIR OF DELTA 1	582.25
02/04/2016	160487	007068	GENESIS GRAPHICS, INC.	REMON SUPPLIES- SIGNS	942.30
02/04/2016	160488	007233	MICHAEL GROLEAU	MEAL REIMB - 1/13 & 1/14/16	17.00
02/04/2016	160489	008027	HANNAHVILLE TRIBAL COURT	BOND- D MATRIOUS MI-5596800	500.00
02/04/2016	160490	008031	MARK HANSON	MEAL REIMB - JAN 2016	115.50
02/04/2016	160491	008080	BENNY HERIOUX	PC MEETING	32.08
02/04/2016	160492	008090	HIAWATHA CHEF SUPPLY	BATTERIES FOR FLOOR MACHINE	200.00
				NEW 24 VOLT CHARGER FOR AUTO SCRUBBER	652.36
				REBUILD LARGE FLOOR MACHINE	788.09
				MOP HANDLES AND MOPS	136.44
				REBUILD KITCHEN MIXER	1,000.00
					<u>2,776.89</u>
02/04/2016	160493	008116	TINA HOUGHTALING	JOSH WEGNER 31 DAY FOSTER CARE-JAN 2016	824.29
02/04/2016	160494	008124	MATT HUGHES	PHONE REIMB - JAN 2016	35.00
02/04/2016	160495	010110	JOHNSTON PRINTING & OFFSET	4 PART ARRAIGNMENT FORMS	270.00
				CARD STOCK FOR 2016 DIRECTORIES	60.00
				2 COLOR LETTERHEAD	335.00

Check Date	Check	Vendor	Vendor Name	Description	Amount
02/04/2016	160496	011050	K-MART	CLOX WIPES AND ALEVE	665.00
02/04/2016	160497	011070	KOBAS ELECTRIC CO., INC.	NITELIGHTS FOR JAIL	88.50
02/04/2016	160498	013079	MEIERS SIGNS	REMOVAL OF VEHICLE APPLICATION	31.84
02/04/2016	160499	013179	MENARDS	CLEANING SUPPLIES	74.00
				CLEANING SUPPLIES-BLEACH	4.39
				DRILL BIT AND HAND RIVETER	38.65
					<u>117.04</u>
02/04/2016	160500	013392	STATE OF MICHIGAN	CONCEALED PISTOL - NEW APPLICANTS	256.00
				CONCEALED PISTOL LICENSES	9,831.00
					<u>10,087.00</u>
02/04/2016	160501	013426	MICHIGAN SUPREME COURT	JURY SERVICES- JAN/FEB/MAR C47	384.94
02/04/2016	160502	013906	MGT OF AMERICA INC	DHS-286 BILLINGS FOR OCT/ NOV/ DEC, 2015	1,239.20
02/04/2016	160503	014168	NETMOTION WIRELESS	MOBILITY XE PREMIUM MAINTENANCE-3 YR	4,725.00
02/04/2016	160504	014191	NORTHERN MICHIGAN UNIVERSITY	TRAINING - CHMURYNSKI AND GROLEAU 1/12-1	120.00
02/04/2016	160505	014210	NORTHERN PLUMBING & HEATING	PIPE DOPE - GREASE	15.41
				FAUCET WASHERS	1.83
				SEALED BEARING - PARTS FOR REPAIRING CEL	17.41
				CHROME SPOUT - NEW FAUCET PARTS	64.69
				REPAIR OF SUMP PUMP	279.45
					<u>378.79</u>
02/04/2016	160506	014226	NORTHWOODS RAIL TRANSIT COMMISSION	ADMINISTRATIVE FEE 2016	100.00
02/04/2016	160507	014250	NU-WAY CLEANERS	DRY CLEANING - JANUARY 2016	101.50
02/04/2016	160508	015025	OFFICE DEPOT	OFFICE SUPPLIES	55.10
				OFFICE SUPPLIES	19.69
				OFFICE SUPPLIES	24.89
				OFFICE SUPPLIES	29.14
					<u>128.82</u>
02/04/2016	160509	016056	PENGAD INC	OFFICER SUPPLIES	100.12
				DEFENDANT/PLAINTIFF LABELS	21.65
					<u>121.77</u>
02/04/2016	160510	016069	PERFORMANCE AUDIO & RESTYLING	REMOVED EQUIPMENT FROM DELTA 8	200.00
02/04/2016	160511	017010	QUILL CORPORATION	DESK CALENDAR AND FAX CARTRIDGES FOR NUR	182.36
02/04/2016	160512	018063	REINHART FOOD SERVICE	CUPS, CONTAINERS AND TOWELS	238.79
02/04/2016	160513	018077	UPPER MICHIGAN LAW	DISTRICT ATTORNEY FEES - JANUARY 2016	2,083.33
02/04/2016	160514	018090	RICHARD'S PRINTING	VETERAN'S LICENSE BOOKS	40.00
02/04/2016	160515	018115	RIVERSIDE AUTO SALES, INC	VEHICLE REPAIR TO DELTA 12 - JAIL VEHICLE	674.23
02/04/2016	160516	018290	RR DONNELLEY	SAFETY PAPER FOR VITAL RECORDS	218.75
02/04/2016	160517	019021	STAPLES	OFFICE SUPPLIES-ACCT 6011 1000 5061 221	58.96
				OFFICE SUPPLIES - ACCT 6011 1000 5061 22	12.99
					<u>71.95</u>
02/04/2016	160518	019024	STANDARD SIGNS INC	LOVA LAMP ASSEMBLY + FREIGHT	126.50
02/04/2016	160519	019031	SAGINAW COUNTY PROBATE COURT	DEFERRAL AMY JOY SILBERNAGEL- 1/13/16	65.00
02/04/2016	160520	019060	SPRINGFIELD PUBLICATIONS	2016 PROGNOSTICATOR-CHILD SUPPORT UPDATE	29.00
02/04/2016	160521	019073	RANDY SCOTT	PC MEETING	52.20
02/04/2016	160522	019187	SO'S CUSTOM TAILOR & DRY CLEANING	REPAIR JACKET ZIPPER	20.00

3

Check Date	Check	Vendor	Vendor Name	Description	Amount
02/04/2016	160523	019196	STANDARD ELECTRIC COMPANY	LIGHT BULBS COURTHOUSE FILTERS FOR I.T. AIR HANDLER	88.49 16.59 <u>105.08</u>
02/04/2016	160524	019201	STATE OF MICH, ST. EDUCATION TAX	SET & TLR TAX 1/16-31/16	22,403.77
02/04/2016	160525	019325	STATE OF MICHIGAN	COURT FEE TRANSMITTALS JANUARY 2016	24,294.56
02/04/2016	160526	019356	STERICYCLE, INC	HAZARDOUS WASTE - ACCT 2235375	153.51
02/04/2016	160527	019377	LEE ANNE STRAND	MILLAGE REIMB 2/9/2016	52.81
02/04/2016	160528	019395	SUPERIORLAND ELECTRONICS	ANNUAL FIRE TESTING	238.00
02/04/2016	160529	020046	TECHNICAL RESOURCE MGMT LLC	FIELD TEST KITS	187.50
02/04/2016	160530	020051	JASON P THIBEAULT	REFUND AFLAC DEDUCTION - CANCELLED POLIC	16.20
02/04/2016	160531	021060	UPPER PENINSULA FAMILY SOLUTIONS	FOSTER CARE FONTAINE 01/01-01/15/16	258.60
02/04/2016	160532	022017	JULIAN VANDECAVEYE	PC MEETING	34.95
02/04/2016	160533	023031	WAL-MART COMMUNITY	3PC SOCKET SET-ACCT 6032 2020 0060 0594	15.82
02/04/2016	160534	023097	CHRISTINE WILLIAMS	PC MEETING	23.24
02/04/2016	160535	084072	LUKE HAWLIN	MILEAGE REIMB - JAN 2016	282.96
02/04/2016	160536	CLERK MISC	GALLAGHER BASSETT SERVICES	RETURN COURT ORDER FUNDS - HOMEOWNERS IN RETURN BOND - KING - 15-PP-2042	32,075.64 50.00 <u>32,125.64</u>
02/04/2016	160537	CLERK MISC	DUSTYROSE STUMPF-WESTPHAL	RETURN BALANCE BOND - 15-FH-9210	180.00
02/04/2016	160538	CLERK MISC	MICHELLE LEE LAUNDRE	RETURN BALANCE BOND- OGEA - 15-FH-9183	2,700.00
02/04/2016	160539	CLERK MISC	ROGER & SHIRLEY JACOBS	RETURN COURT ORDER FUNDS - HOMEOWNERS VS	67,924.36
02/04/2016	160540	CLERK MISC	JAMES DOMBROWSKI	RETURN BALANCE BOND - DOMBROWSKI - 15-FH	634.00
02/04/2016	160541	CLERK MISC	LOREAL MARIE SCHAFFER	RETURN BOND 10% - MCGEARY - 15-FH-9214	675.00
02/04/2016	160542	DLQ TAX	JULIE DAWLEY	OVERPAY 00420001200	204.07
02/04/2016	160543	DLQ TAX	CHARLES SMOOTHERS	OVERPAY 00301800800	3.19
02/04/2016	160544	FOC MISC	HENCKEN PROCESS SERVICE	SERVICE ON KIMBERLY ROMAN & JOSHUA W WAL	60.00
02/04/2016	160545	PROBT MISC	JOSHUA WEGNER	JOSH WEGNER-SUBPOENA	196.80

FIRST TOTALS:

Total of 93 Checks:	210,069.18
Less 0 Void Checks:	0.00
<b>Total of 93 Disbursements:</b>	<b>210,069.18</b>

Check Date	Check	Vendor	Vendor Name	Description	Amount
<b>Bank FIRST ALL FUNDS</b>					
<i>160618 - PIR CKs + Dad</i>					
02/05/2016	160616	ADMIN MISC	JAIMEE LYNN MASKART	RETURN BOND - KING - 15-PP-2042	50.00
02/05/2016	160617	ADMIN MISC	GALLAGHER BASSETT SERVICES	RETURN COURT ORDER FUNDS-HOMEOWNERS INS	32,075.64
02/09/2016	160633	001012	A-1 DRAIN CLEANING	DRAIN PUMPED	155.00
02/09/2016	160634	001022	LEXISNEXIS A DIV OF REED ELSEVIER	SUBSCRIPTION CONTENT FEATURE (01-JAN-201	300.00
02/09/2016	160635	001050	ALGER DELTA ELECTRIC ASSOC.	TOWER POWER ACCT 200500	153.85
02/09/2016	160636	001053	ALERT ELECTRONICS INC	SMOKE DETECTORS, ANNUAL INSEPCION	520.00
02/09/2016	160637	001151	AT&T	PHONE - ACCT: 906 786-5902 665 3	26.79
				PHONE - ACCT 906 786-3633 835 3	525.08
					<u>551.87</u>
02/09/2016	160638	001156	AT&T ASSET PROTECTION	RESTITUTION - BEAUCHAMP - 07-FH-7823	25.00
02/09/2016	160639	002141	RYAN BERGMAN	MILEAGE REIMB- STZ 2/5/16	30.67
02/09/2016	160640	003058	CBM FOOD SERVICE	FOOD SERVICE 1/21/16 - 1/27/16	3,163.76
02/09/2016	160641	003075	MASON & JERI COLLINS	CARE TRYLER MCCONLOGUE-JAN 2016	534.44
				CARE OF BRYSON MCCONLOGUE-JAN 2016	534.44
					<u>1,068.88</u>
02/09/2016	160642	003110	CITY OF ESCANABA	DISPATCHING SERVICES JAN 2016	63,500.00
02/09/2016	160643	003160	CLOVERLAND PAPER CO.	MULTI FOLD TOWEL, SOFT SOAP DECANTER	58.50
02/09/2016	160644	003170	COMMUNITY ACTION AGENCY	JAN 2016 PROPERTY TAX COLLECTION	229,619.95
02/09/2016	160645	003255	CORRECTIONAL HEALTHCARE COMPANIES I	MONTHLY MEDICAL SERVICE-MARCH 2016	16,208.02
02/09/2016	160646	004030	DAILY PRESS	LEGAL PUBLICATION RE: DROSSART	75.25
02/09/2016	160647	004078	TIMOTHY G DECLAIRE	SNOW REMOVAL 12/29, 01/08, 01/10, 01/15,	500.00
02/09/2016	160648	004140	DSTECH	GUEST WIRELESS ACCESS AT AIRPORT ISSUES	93.75
02/09/2016	160649	004141	DELL MARKETING L.P.	BLACK TONER CARTRIDGE	260.28
02/09/2016	160650	004143	TAMMY DELKE	RESTITUTION - DELKE - 14-FH-9028	30.00
02/09/2016	160651	004200	DELTA COUNTY CLERK	APPLY BOND TO FINES & 10% - LAMARCHE - 1	500.00
				10% BOND - MCGEARY - 15-FH-9214	75.00
					<u>575.00</u>
02/09/2016	160652	004225	DELTA COUNTY REGISTER OF DEEDS	REMON COPIES	102.00
02/09/2016	160653	004230	DELTA COUNTY ROAD COMMISSION	GASOLINE - DECEMBER 2015	2,134.16
02/09/2016	160654	004272	DELTA DISPOSAL	GARBAGE PICK UP	163.95
02/09/2016	160655	004275	DELTA FENCE	GATE 2 LOOP REPAID/PARTS AND LABOR	581.99
				CANTILEVER LATCH GATE #2 + FREIGHT	265.00
					<u>846.99</u>
02/09/2016	160656	005030	ELMER'S COUNTY MARKET	DISTRICT CT-MISC JURY SUPPLIES - 4400789	28.22
				COFFEE	34.14
					<u>62.36</u>
02/09/2016	160657	005050	EPIC AVIATION LLC	JET A + FEES GROSS 7801 GALLONS	11,081.51
02/09/2016	160658	006047	FILTRATION CORPORATION	VELCRON MONITORS 5 + FREIGHT	216.21
				HK25-15 HYDROKIT 91.40 + 13.43	104.83
					<u>321.04</u>
02/09/2016	160659	006050	FIRST BANK	RESTITUTION - GUSTAFSON - 06-FH-7609	25.00
02/09/2016	160660	006053	FRATERNAL ORDER OF EAGLES	RESTITUTION - EVANS - 14-FH-8969	150.00
				RESTITUTION - EVANS - 14-FH-8969	150.00

5

Check Date	Check	Vendor	Vendor Name	Description	Amount
02/09/2016	160561	006057	FIRST LUTHERAN CHURCH	RESTITUTION - EVANS - 14-FH-8969	150.00
					450.00
02/09/2016	160562	006058	FIRST MERIT BANK	RESTITUTION - OLIVER - 99-FH-6468	30.00
02/09/2016	160563	006093	TEISH FOSTER	RESTITUTION - SMITH - 15-FH-9111	100.00
02/09/2016	160564	007083	TERRI GILBERT	RESTITUTION - SMITH - PAID IN FULL - 15-	150.00
					250.00
02/09/2016	160565	008024	MARK HAGER	CARE OF ISAAH LEDFORD - JAN 2016	534.44
				CARE AUBREEE DEGRAVES- JAN 2016	534.44
				PHONE REIMB - OCT 2015	30.00
				PHONE REIMB - NOV 2015	30.00
				PHONE REIMB - DEC 2015	30.00
				PHONE REIMB - JAN 2016	35.00
					125.00
02/09/2016	160566	008049	MARY HARRINGTON	MILEAGE/PHONE REIMB-JAN 2016 (LESS MI WO	83.38
02/09/2016	160567	008056	WENDY HATHAWAY	CARE OF-KARTER URMANSKI - JAN 2016	534.44
				CARE OF KENZI DOYEN - JAN 2016	534.44
				CARE OF KAILAANNA BERTRAND - JAN 2016	534.44
				CARE OF KYLA CARPENTER - JAN 2016	534.44
					2,137.76
02/09/2016	160568	012091	SANDRA LINSMEYER	CARE OF BROOKLYN GORDON-JAN 2016	638.29
02/09/2016	160569	012101	ANDREW LOSCALZO	RESTITUTION - PELTIN - 14-FH-9049	50.00
02/09/2016	160570	013178	MECRA	DUES FOR 2016 / MECRA MEMBERSHIP-SCHWALB	130.00
02/09/2016	160571	013179	MENARDS	DRILL AUGER AND DUCT TAPE	28.97
				IRON HOLD MAXIMUM BAGS	47.96
				SUPPLIES FOR THE DIVE TEAM...PLUMBING PA	52.11
					129.04
02/09/2016	160572	013184	MENOMINEE COUNTY DISTRICT COURT	BOND-M SEXTON	625.00
02/09/2016	160573	013435	MIDWEST CLAIMS SERVICE	RESTITUTION - GUSTAFSON - 06-FH-7610	25.00
02/09/2016	160574	014131	NORTHSTAR NETWORK	CONVENTION FACILITY PAYMENT	12,319.00
02/09/2016	160575	016032	P & M INSPECTIONS, INC.	PAYROLL 1-25-2016 THROUGH 2-5-2016	1,677.00
02/09/2016	160576	016056	PENGAD INC	OFFICE SUPPLIES-BRASS FASTENERS	35.80
02/09/2016	160577	016080	PIONEER TV & APPLIANCE, INC.	LABOR TO FIX FRIDGE	40.00
02/09/2016	160578	016122	PRIMARY AIRPORT SERVICES LLC	PFC CONTRACTING FAA	1,098.90
02/09/2016	160579	018074	RENT-A-MAID INC	COMMERCIAL GENERAL CLEAN FOR FEB 2016	1,801.15
02/09/2016	160580	018116	DAVID RIVARD	MILEAGE/PHONE REIMB-DEC 2015	117.23
02/09/2016	160581	018204	ROBERT ROSHAK	RESTITUTION - LECLAIRE - 14-FH-9009	200.00
02/09/2016	160582	018211	ROY NESS CONTRACTING & SALES INC	BOARDING RAMP CURTAINS	1,521.00
02/09/2016	160583	019067	CORY SCHROEDER	RESTITUTION - BARTKE - 00-FH-6582	20.00
				RESTITUTION - BARTKE - 00-FH-6582	10.00
					30.00
02/09/2016	160584	019133	GARY SIMONOVIC	RESTITUTION - KREFT - 15-FH-9075	5.00
02/09/2016	160585	019168	KELLY SMITH	UPPER MI GREEN AVIATION MEETING - INDUST	73.44
02/09/2016	160586	019238	STATE OF MICHIGAN	STATE SHARE COLLECTIONS	267.51
02/09/2016	160587	019300	STATE OF MICHIGAN	SALES TAX - JAN 2016	1,259.72
02/09/2016	160588	019375	STROPICH OIL COMPANY	NO LEAD 245.9 X 1.50 = 368.85	368.85
				DIESEL WINTER BLEND 455.1 X 1.65	750.91

6

Check Date	Check	Vendor	Vendor Name	Description	Amount
02/09/2016	160689	020010	T & T HARDWARE	SHOVELS SHOE POLISH FOR SHERIFF	55.98 5.79 <u>61.77</u>
02/09/2016	160690	020031	BOBBI JO & ROBERT TAYLOR	RESTITUTION - BALDWIN - 14-FH-8994	50.00
02/09/2016	160691	021041	U.P. ACTION NEWS	PC AD	141.60
02/09/2016	160692	021048	U.P.S.E.T.	RESTITUTION - WILSON - 15-FH-9131	40.00
02/09/2016	160693	021049	THE UPS STORE	SHIPPING CHGS	29.57
02/09/2016	160694	021060	UPPER PENINSULA FAMILY SOLUTIONS	CARE KALYN JONES - JAN 2016 CARE OF JORDAN POPIOLEK - JAN 2016	534.44 689.44 <u>1,223.88</u>
02/09/2016	160695	022015	V. GROOS & CO	EQUIPMENT MAINTENANCE PATCHING FOR BROOM	80.25
02/09/2016	160696	022067	BECKY NOWLIN	RESTITUTION - HALFADAY - 09-FC-8166	10.00
02/09/2016	160697	023140	WRIGHT EXPRESS FINANCIAL SERVICES	DRIVE/TV/TONER/LASERJET/SSL RENEW/SIGNSE CREDIT CARD BILL-ACCT 5567 3400 0301 807	3,164.50 1,009.18 <u>4,173.68</u>
02/09/2016	160698	026091	KAMMI YOUNG	CARE OF CALEIGH GORDON - JAN 2016	824.29
02/09/2016	160699	084903	JOSEPH RAPPETTE	RESTITUTION - MONFILS - 11-FH-8471	5.00
02/09/2016	160700	085015	TIMOTHY KOBASIC	RESTITUTION - ARBOUR - 11-FH-8519 RESTITUTION - ARBOUR - 11-FH-8519	100.00 50.00 <u>150.00</u>
02/09/2016	160701	CLERK MISC	NYMAN JEWELERS	RESTITUTION - KNIGHT - 15-FH-9175	344.00
02/09/2016	160702	DLQ TAX	MI HOMEOWNER ASST NONPROFIT HOUSING	REFUND #052-065-003-00 M ANDERSON. OWNER	1,274.56
02/09/2016	160703	PROS MISC	FRANCIS WILSON	ADVANCE WITNESS FEE/MILEAGE	55.50
<b>FIRST TOTALS:</b>					
Total of 73 Checks:					399,524.39
Less 0 Void Checks:					0.00
<b>Total of 73 Disbursements:</b>					<u>399,524.39</u>

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
02/04/2016	160546	CIRCT MISC	HEATHER CAROL DOUGLAS	Juor HEATHER CAROL DOUGLAS	13.02
02/04/2016	160547	CIRCT MISC	BARBARA RAE GABRIEL	Juor BARBARA RAE GABRIEL	100.60
02/04/2016	160548	CIRCT MISC	SIRCT DALE MARTIN	Juor STEVEN DALE MARTIN	41.10
02/04/2016	160549	CIRCT MISC	ASHLEY MARIE HUGHES	Juor ASHLEY MARIE HUGHES	95.92
02/04/2016	160550	CIRCT MISC	SHANNON LEIGH CARLEY	Juor SHANNON LEIGH CARLEY	88.12
02/04/2016	160551	CIRCT MISC	DANIEL ANTHONY SARASIN	Juor DANIEL ANTHONY SARASIN	85.78
02/04/2016	160552	CIRCT MISC	GARY JOSEPH GUINDON	Juor GARY JOSEPH GUINDON	20.30
02/04/2016	160553	CIRCT MISC	BRITNEY LEIGHANN DYSZEL	Juor BRITNEY LEIGHANN DYSZEL	12.76
02/04/2016	160554	CIRCT MISC	GEORGETTE ANN KING	Juor GEORGETTE ANN KING	12.76
02/04/2016	160555	CIRCT MISC	KAREN SUE HUSTED	Juor KAREN SUE HUSTED	13.02
02/04/2016	160556	CIRCT MISC	BETHANY CHRISTINE CHOQUINARD	Juor BETHANY CHRISTINE CHOQUINARD	13.54
02/04/2016	160557	CIRCT MISC	ALYSSA MARIE BERSINE	Juor ALYSSA MARIE BERSINE	22.90
02/04/2016	160558	CIRCT MISC	TRACY LEE JACKSON	Juor TRACY LEE JACKSON	12.76
02/04/2016	160559	CIRCT MISC	BRIAN ALAN JUDSON	Juor BRIAN ALAN JUDSON	23.94
02/04/2016	160560	CIRCT MISC	SARA LYNN CHERNICK	Juor SARA LYNN CHERNICK	96.70
02/04/2016	160561	CIRCT MISC	JOSEPH PAUL TEAL	Juor JOSEPH PAUL TEAL	19.26
02/04/2016	160562	CIRCT MISC	WALLACE JOHN SEPPANEN	Juor WALLACE JOHN SEPPANEN	17.70
02/04/2016	160563	CIRCT MISC	JOSEPH ALBERT KARL	Juor JOSEPH ALBERT KARL	89.68
02/04/2016	160564	CIRCT MISC	DALE JOSEPH KING	Juor DALE JOSEPH KING	100.60
02/04/2016	160565	CIRCT MISC	KATE ANNE SWANSON	Juor KATE ANNE SWANSON	90.46
02/04/2016	160566	CIRCT MISC	PEGGY ANN PRYAL	Juor PEGGY ANN PRYAL	88.90
02/04/2016	160567	CIRCT MISC	CONNIE LOUISE GILBERT	Juor CONNIE LOUISE GILBERT	94.36
02/04/2016	160568	CIRCT MISC	JEAN MARIE HUDSON	Juor JEAN MARIE HUDSON	22.90
02/04/2016	160569	CIRCT MISC	BETH ANN GOOD	Juor BETH ANN GOOD	31.48
02/04/2016	160570	CIRCT MISC	JANICE ANN KETCHAM	Juor JANICE ANN KETCHAM	14.58
02/04/2016	160571	CIRCT MISC	LORI JEAN DELVAUX	Juor LORI JEAN DELVAUX	87.34
02/04/2016	160572	CIRCT MISC	DANIEL SCOTT ETENHOFER	Juor DANIEL SCOTT ETENHOFER	15.10
02/04/2016	160573	CIRCT MISC	RANDY JOSEPH VINCENT	Juor RANDY JOSEPH VINCENT	14.84
02/04/2016	160574	CIRCT MISC	BRUCE FREDERICK CLINE	Juor BRUCE FREDERICK CLINE	17.70
02/04/2016	160575	CIRCT MISC	MARYGRACE ANN WILCOX	Juor MARYGRACE ANN WILCOX	97.48
02/04/2016	160576	CIRCT MISC	MARTIN HENRY HWANG	Juor MARTIN HENRY HWANG	27.06
02/04/2016	160577	CIRCT MISC	GORDON JASON CASHEN	Juor GORDON JASON CASHEN	85.78
02/04/2016	160578	CIRCT MISC	STEPHEN ANDREW DEROCHER	Juor STEPHEN ANDREW DEROCHER	20.30
02/04/2016	160579	CIRCT MISC	JASON MICHAEL COUSINEAU	Juor JASON MICHAEL COUSINEAU	14.32

FIRST TOTALS:

Total of 34 Checks: 1,603.06  
 Less 0 Void Checks: 0.00  
 Total of 34 Disbursements: 1,603.06

8

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank FIRST ALL FUNDS					
02/05/2016	160580	PROBT MISC	NICHOLAS ANTHONY KOBASIC	Juror NICHOLAS ANTHONY KOBASIC	13.54
02/05/2016	160581	PROBT MISC	KEVIN WILLIAMS JONES	Juror KEVIN WILLIAMS JONES	16.14
02/05/2016	160582	PROBT MISC	JULIE MAE DAWLEY	Juror JULIE MAE DAWLEY	20.82
02/05/2016	160583	PROBT MISC	MICHAEL SHAWN SHUBERT	Juror MICHAEL SHAWN SHUBERT	12.76
02/05/2016	160584	PROBT MISC	GERALD LECLAIR	Juror GERALD LECLAIR	16.66
02/05/2016	160585	PROBT MISC	SAMUEL JOSEPH LARRABEE	Juror SAMUEL JOSEPH LARRABEE	167.60
02/05/2016	160586	PROBT MISC	CHERYL LYNN GAY	Juror CHERYL LYNN GAY	17.44
02/05/2016	160587	PROBT MISC	PATRICK NORMAN MCINTYRE	Juror PATRICK NORMAN MCINTYRE	16.14
02/05/2016	160588	PROBT MISC	SHANNON MICHAEL LECKSON	Juror SHANNON MICHAEL LECKSON	33.30
02/05/2016	160589	PROBT MISC	BRITTANY MARIE LANAVILLE	Juror BRITTANY MARIE LANAVILLE	47.60
02/05/2016	160590	PROBT MISC	KEIA MARIE BRUNETTE	Juror KEIA MARIE BRUNETTE	14.06
02/05/2016	160591	PROBT MISC	CHRISTOPHER MATTHEW ROGERS	Juror CHRISTOPHER MATTHEW ROGERS	13.28
02/05/2016	160592	PROBT MISC	MICHELLE MARIE LATULIP	Juror MICHELLE MARIE LATULIP	46.30
02/05/2016	160593	PROBT MISC	DEBRA SUSAN VILLENEUVE	Juror DEBRA SUSAN VILLENEUVE	12.76
02/05/2016	160594	PROBT MISC	MICHAEL ROY JOHNSON	Juror MICHAEL ROY JOHNSON	167.60
02/05/2016	160595	PROBT MISC	SARAH FAYE NAMES	Juror SARAH FAYE NAMES	13.02
02/05/2016	160596	PROBT MISC	JAMES MICHAEL WEBER	Juror JAMES MICHAEL WEBER	18.22
02/05/2016	160597	PROBT MISC	DANIEL ROBERT VIAU	Juror DANIEL ROBERT VIAU	20.30
02/05/2016	160598	PROBT MISC	JEANNE LYNN LARSON	Juror JEANNE LYNN LARSON	15.62
02/05/2016	160599	PROBT MISC	DOUGLAS RICHARD KRUSIC	Juror DOUGLAS RICHARD KRUSIC	16.40
02/05/2016	160600	PROBT MISC	SHERRI LYNN PORATH	Juror SHERRI LYNN PORATH	204.00
02/05/2016	160601	PROBT MISC	THOMAS ERIC TAUZER	Juror THOMAS ERIC TAUZER	178.00
02/05/2016	160602	PROBT MISC	SANDRA TERESA PEPIN	Juror SANDRA TERESA PEPIN	18.74
02/05/2016	160603	PROBT MISC	BRIAN NORMAN ROCHEFORT	Juror BRIAN NORMAN ROCHEFORT	35.90
02/05/2016	160604	PROBT MISC	AMANDA LEE MARENGER	Juror AMANDA LEE MARENGER	17.70
02/05/2016	160605	PROBT MISC	DEREK JOHN BOTSFORD	Juror DEREK JOHN BOTSFORD	16.40
02/05/2016	160606	PROBT MISC	CHERYL ANN STANEK	Juror CHERYL ANN STANEK	17.18
02/05/2016	160607	PROBT MISC	WILLIAM PAUL POULIOT	Juror WILLIAM PAUL POULIOT	184.50
02/05/2016	160608	PROBT MISC	MARGO FRANCES GOBERT-VARGO	Juror MARGO FRANCES GOBERT-VARGO	191.00
02/05/2016	160609	PROBT MISC	CINDY MARIE MCCALL	Juror CINDY MARIE MCCALL	17.18
02/05/2016	160610	PROBT MISC	SANDRA LEE KONYN	Juror SANDRA LEE KONYN	17.70
02/05/2016	160611	PROBT MISC	ERIKA LYNN BARNHART	Juror ERIKA LYNN BARNHART	13.02
02/05/2016	160612	PROBT MISC	KAREN SUE DEMAY	Juror KAREN SUE DEMAY	19.00
02/05/2016	160613	PROBT MISC	BRIAN DALE DOUVILLE	Juror BRIAN DALE DOUVILLE	22.90
02/05/2016	160614	PROBT MISC	LUCAS DWAYNE BERO	Juror LUCAS DWAYNE BERO	20.30
02/05/2016	160615	PROBT MISC	DENNIS RICHARD NELSON	Juror DENNIS RICHARD NELSON	16.14

FIRST TOTALS:

Total of 36 Checks:	1,689.22
Less 0 Void Checks:	0.00
<b>Total of 36 Disbursements:</b>	<b>1,689.22</b>

9

## DELTA COUNTY TRAVEL EXPENSE VOUCHER

Vendor Number: 13037

Line item: \_\_\_\_\_

Department  
Charged: \_\_\_\_\_

Date: \_\_\_\_\_

Employee: John Malusa

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

Period Covered:  
From 01-01-2016 to 01-30-16

Date	\$20.00 0-3 hrs	\$35.00 3-6 hrs	\$50.00 over 6 hrs	Meeting Other	Comments	Mileage	Mileage \$	Meeting \$
1-5	X				RQAW/Byoe Jail	32		20.00
1-5	X	X			BOARD Meeting	28		35.00
1-6	X				Big Bay schools	62		20.00
1-6	X				Village of <del>Franklin</del>	76		20.00
1-11	X				Naltna Township	52		20.00
1-12					PARKS			NC
1-12	X				Jail meeting	32		20.00
1-12	X				Garden Township <sup>meeting cancelled</sup> talked to Clerk	76		20.00
1-13	X				JOINT GOVERNMENT	32		20.00
1-13		X30			Stronger economies Together			35.00
1-18	X				meeting with TRAVC	32		20.00
1-18	X				Brampton Township	14		20.00
1-19	X				Building & grounds	32		20.00
1-19	X				Board meeting			20.00
1-20					meeting with Principles	25		
1-20	X				Cornell Township	<del>32</del> 16		20.00
1-22	X				MAC TRANSPORTATION	32		20.00
1-25	<del>X</del>	X			JAIL	32		35.00
1-26					Mid Penn School	19		
1-26	X				Maple Ridge Township	29		20.00

I hereby certify that all items of expense included in this statement were incurred in the discharge of authorized official business, that the amounts are correct, and that they represent proper charges against the County.

TOTAL PER DIEM: \_\_\_\_\_  
101-101-710.002  
TOTAL MILEAGE: \_\_\_\_\_  
101-101-860.001 ~~35.00~~  
TOTAL PHONE: \_\_\_\_\_  
101-101-850.000  
OTHER: \_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_  
SIGNED: John Malusa  
APPROVED: \_\_\_\_\_

GRAND TOTAL: \_\_\_\_\_



## DELTA COUNTY TRAVEL EXPENSE VOUCHER

Vendor Number: 8049  
 Department \_\_\_\_\_  
 Charged: \_\_\_\_\_

Line Item: \_\_\_\_\_  
 Date: 2/8/16

Employee: Mary Harrington  
 Address: \_\_\_\_\_

Period Covered:  
 From 1-31/16 to 1/31/16

Date	\$20.00 0-3 hrs	\$35.00 3-6 hrs	\$50.00 over 6 hrs	Meeting	Meals Other	Comments	Mileage	Mileage \$
1/5/16	X			Regular Board Mtg			20	
1/6/16	X			Pathways			10	
1/7/16	X			Muchimulibaka				
1/11	X			Ford River Turp			6	
1/12		*	all X together over 6	Soil Cons Dist.			20	
1/13		*		Jail Mtg			1.4	
1/12	*			Bark Line Turp			26	
1/19	X			Regular Board Mtg			20	
1/21	X			LEPC mtg			10	
1/25	X			Jail Mtg			24	
1/26	X			Pathways COW			10	
1/26		X.30		Landfill mtg			20	
1/27	X			EOC			20	
1/28	*			Pinecrest			47	
	200	30	50				237	127.98

I hereby certify that all items of expense included in this statement were incurred in the discharge of authorized official business, that the amounts are correct, and that they represent proper charges against the County.

TOTAL PER DIEM: 280.00  
 101-101-710.002  
 TOTAL MILEAGE: 127.98 - 79.60  
 101-101-850.001  
 TOTAL PHONE: 35.00  
 101-101-850.000  
 OTHER: \_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

SIGNED: Mary Harrington

APPROVED: \_\_\_\_\_

AP  
 162.98  
 83.38  
 442.98 - 79.60 =  
 363.38  
 12

# Delta County Travel Expense Voucher

Employee: David Rivard 18116

Date: December 2015

Date	0-3 hrs	3-6 hrs	over 6 hrs	Meeting	Meals/Other	Comments	Mileage
12/01/2015	X			Board			8
12/01/2015	X			Other		Community drug program Bay college	5
12/03/2015	X			Other		Meet w/Escanaba mayor	12
12/03/2015	X			CUPPAD			8
12/04/2015	X			Other		Township annual meeting	40
12/04/2015	X			Other		Applications for veterans position	12
12/09/2015	X			Joint Govt			12
12/10/2015		X		Road Commission		Workshop and regular meeting	8
12/14/2015		X		Other		Interview veterans position	12
12/15/2015	X			Board			8
12/18/2015	X			UPCAP			18

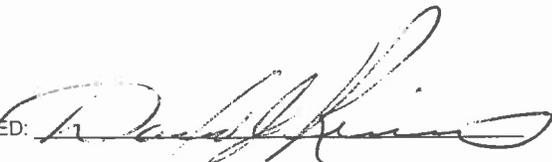
180 70

143

82.23

Need phone bill ending 4/1/16

I hereby certify that all items of expense included in this statement were incurred in the discharge of authorized official business, that the amounts are correct, and that they represent proper charges against the County.

SIGNED: 

AIP  
11/7/23

TOTAL PER DIEM 101-101-710.002: 250.00  
 TOTAL MILEAGE 101-101-860.001: 82.23  
 TOTAL PHONE 101-101-850.000: 35.00  
 OTHER: \_\_\_\_\_  
 GRAND TOTAL: 367.23

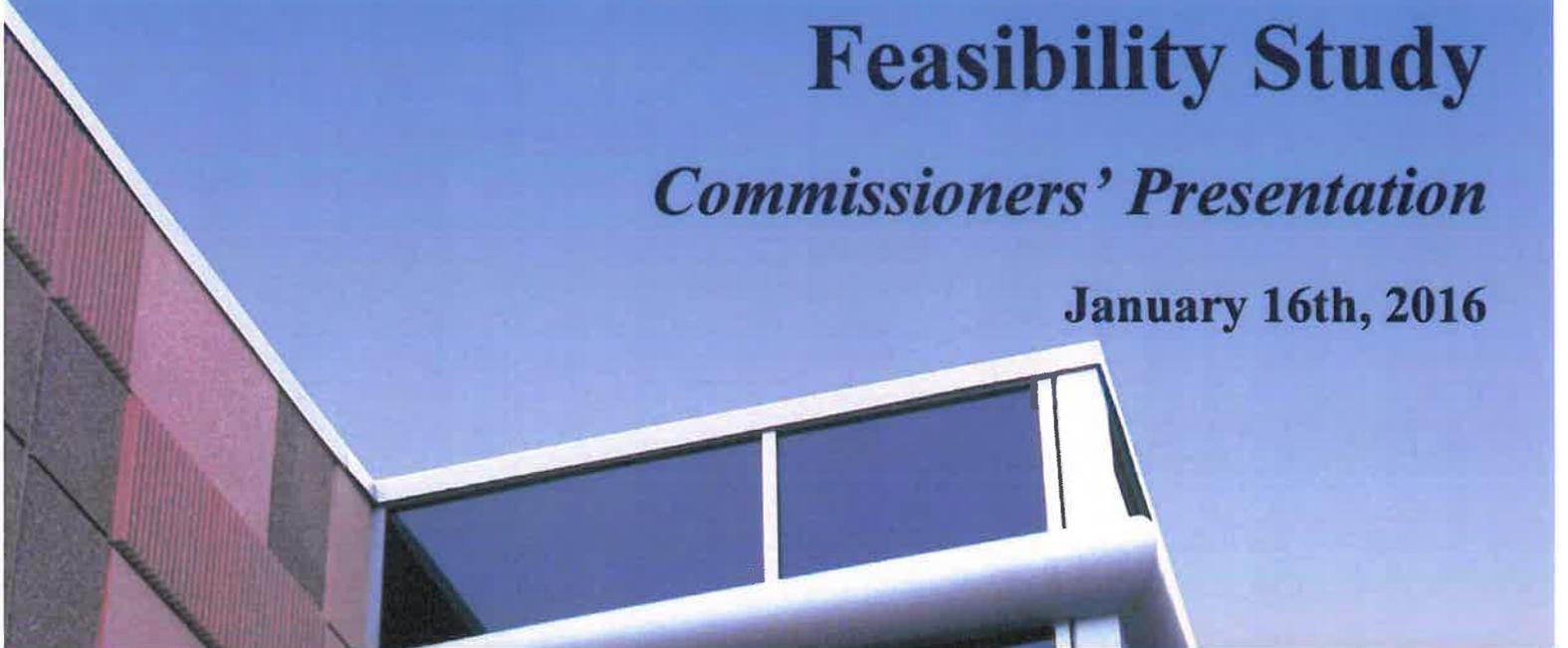
13

B2

# Delta County Jail & Sheriff's Office Feasibility Study

*Commissioners' Presentation*

January 16th, 2016



Your Challenge. Our Commitment.



# Executive Summary Index

## ❖ Introduction

- *Purpose of the Study*
- *Approach and Methodology*

## ❖ Strategic Planning/Facility Evaluation

- *Analytics*
- *Space Standards*
- *Existing Space Evaluation*
- *Projection Modeling*
- *Jail Calculation*
- *Comparative Analysis*
- *Existing Facility Evaluation*
  - *Standards & Systems*

## ❖ Staff and Space Programming

- *Staffing Projections*
- *Architectural Space Program*
- *Parking Projections*

## ❖ Conceptual Design

- *Jail and Sheriff's Office Option 1: Services Center Addition and Renovation*
- *Jail and Sheriff's Office Option 2: New Jail on New Site*
- *Courthouse Option 1: Secure Transport and Holding Addition- Existing Jail Mechanical to Remain*
- *Courthouse Option 2: Secure Transport and Holding Addition- Existing Jail Mechanical to be Demolished/Equipment Relocated*
- *Vehicular Storage Building*
- *Advantages and Disadvantages of Each Option*

## ❖ Statement of Probable Cost and Anticipated Project Schedule

- *Statement of Probable Cost*
- *Operational Cost Analysis*
- *Anticipated Project Schedule*

# Purpose of the Study

- ❖ Determine the Jail and Sheriff's Office 10 (2026) and 20 (2036) year needs.
- ❖ Determine how these needs may be satisfied through the renovation / expansion of the existing Delta County Services Center or construction of new facility on a different site.
- ❖ Develop a jail design to maximize staff efficiency
- ❖ Define an expansion to the Courthouse to address secure transport and holding of prisoners.
- ❖ Define the Probable Project and Operational Costs, as well as the Anticipated Project Schedule and other related information necessary to determine the Best Solution for the County.
- ❖ Summarize and Present the conclusions of the Study for consideration by the Delta County Board of County Commissioners.

# Approach and Methodology

## PHASE 1: PRE-PROJECT

- Project “Kick-Off-Meeting”
  - Confirm Approach and Methodology
  - Confirm Study Participants and Contact Information
  - Define Study Committee, Roles and Communication
  - Confirm Goals and Objectives of Study
  - Determine Review and Approval Process
  - Confirm Schedule and Deliverables
- Develop Plan Base Sheets for Existing Space Analysis and Communication of Study Information
- Develop, Issue and receive User/Department Questionnaires
- Develop and Issue Request for Historic Data and Information Necessary for the Study



## PHASE 2: STRATEGIC PLANNING

- Complete Analytics to Define Relevant Demographics
- Define Space Standards and Complete Existing Space Evaluation
- Conduct Facility Evaluation Based Upon Applicable Design Standards and Existing System Conditions
- Confirm and Document Existing Staffing
- Complete Space and Staff Projection Models (2026 & 2036)
- Complete Projection Modeling and Define Planning Models
- Complete Existing Facility Analysis - Jail
- Conduct User/Department Interviews



## PHASE 4: CONCEPTUAL DESIGN & ESTIMATING

- Develop Occupancy Scenarios, Blocking Diagrams and Site Utilization Plans For Identified Options
- Develop Site Utilization Diagrams Including Identified Options and Parking Scenarios
- Prepare Graphics and Related Information to Communicate the Design Options.
- Selection of the Preferred Concept
- Develop a Statement Of Probable Project Cost/Estimate
- Complete Potential Operational Budgets for Each Option
- Define and Anticipated Schedule for the Preferred Concept
- Prepare and Present a Draft and Final Study Reports to the Planning Committee and Commissioners



## PHASE 3: STAFF & SPACE PROGRAMMING

- Define Departmental Operational Philosophies
- Develop Departmental Sheriff's Office Staffing Plan in Five Year Increments to 2036
- Develop Jail Staffing Plan
- Identify Special Programming Needs Including IT, Records Storage, Space Amenities, Etc.
- Develop Detailed Architectural Program @ 2026 And 2036
- Define Potential Shared Space Efficiency Opportunities
- Define Critical Adjacencies
- Complete Parking Projections
- User/Department Staffing and Space Program Review Meetings

# Analytics Summary

## ❖ County Population

- 2014 Estimated – 36,559
- 2036 Projected – 38,178 to 42,647

***Projected Increase of 4% to 9%***

## ❖ Average Length of Stay (ALOS)

- 2006 – 15 Days, 2015 – 23 Days: 153% Increase
- 2036 Projection: 39 to 49 Days

***Projected ALOS Increase of 170% to 213% from 2015***

## ❖ Average Daily Jail Population (ADP)

- Current Capacity: 85 Beds
- 2007 – 2015 Average: 73
- 2036 – Projection: 122 - 163

***Projected ADP Increase of 167% to 223%***

## ❖ Jail Admissions

- 2015: 1,655
- 2036 Projection: 1,595 to 2,455
- **Female Population:**
  - 2007: 22%
  - 2015: 29%

***Projected Admissions Increase of 124%***

## ❖ Courts

- 2014 Total Case Load: 1,793
- 2026 Total Projected Case Load: 2,544 to 3,397
- 2036 Total Projected Case Load: 2,618 to 3,894

***Projected 2036 Increase of 146% to 217%***

# Projection Modeling

## ❖ Projection Modeling

- **Projection Model 1 (ADP)**
  - 2026 Planning Model – 130 to 135 Beds
  - 2036 Planning Model – 140 to 178 Beds
- **Projection Model 2 (ADP)**
  - 2026 Planning Model – 135 to 121 Beds
  - 2036 Planning Model – 145 to 187 Beds
- **Projection Model: ALOS & ADP**
  - 2026 Planning Model – 177 to 180 Beds
  - 2036 Planning Model – 196 to 212 Beds

*Delta County Sheriff's Office and Jail: Jail*  
*VRP – Staff, Space and Bed Projections: Projection Model 1*

Component	Existing Adjusted (DCSF)	2026								2036								Notes	
		Logarithmic		Power		Linear		Exponential		Logarithmic		Power		Linear		Exponential			
		Staff	Space																
	79		113		114		117		117		122		125		141		155	(1),(2)	
E. Intake/Booking	0	3769	0	5391	0	5438	0	5591	0	5581	0	5820	0	5963	0	6726	0	7304	(7)
F. Medical	0	619	0	885	0	893	0	916	0	916	0	956	0	979	0	1104	0	1214	
G. Confinement/Housing	21	21213	30	30342	30	30610	31	31416	31	31416	32	32759	33	33564	37	37860	41	41819	(4),(5),(6)
H. Program	0	2438	0	2487	0	2518	0	2611	0	2611	0	2765	0	2858	0	3351	0	3783	
I. Kitchen/Food Preparation	0	2562	0	3663	0	3697	0	3795	0	3795	0	3957	0	4054	0	4573	0	5027	(7)
J. Support Space	0	1980	0	2832	0	2857	0	2932	0	2932	0	3058	0	3133	0	3534	0	3885	
<b>Total</b>	<b>21</b>	<b>32580</b>	<b>30</b>	<b>46602</b>	<b>30</b>	<b>47014</b>	<b>31</b>	<b>48252</b>	<b>31</b>	<b>48252</b>	<b>32</b>	<b>50314</b>	<b>33</b>	<b>51551</b>	<b>37</b>	<b>58149</b>	<b>41</b>	<b>63923</b>	
Detention Housing (Beds)	85		113		114		117		117		122		125		141		155		
Classification Factor 15 %/Total Beds	1.15	98	1.15	130	1.15	131	1.15	135	1.15	135	1.15	140	1.15	144	1.15	162	1.15	178	(3)

*Delta County Sheriff's Office and Jail: Jail*  
*VRP – Staff, Space and Bed Projections: Projection Model 2*

Component	Existing Adjusted (DCSF)	2026								2036								Notes	
		Logarithmic		Power		Linear		Exponential		Logarithmic		Power		Linear		Exponential			
		Staff	Space																
	91		117		117		121		121		126		131		147		163	(1),(2)	
E. Intake/Booking	0	3769	0	4845	0	4845	0	5011	0	5011	0	5218	0	5425	0	6088	0	6751	(7)
F. Medical	0	619	0	796	0	796	0	823	0	823	0	857	0	891	0	1000	0	1108	
G. Confinement/Housing	21	21213	27	27273	27	27273	28	28206	28	28206	29	29571	30	30537	34	34266	38	37966	(4),(5),(6)
H. Program	0	2438	0	3135	0	3135	0	3242	0	3242	0	3376	0	3510	0	3938	0	4367	
I. Kitchen/Food Preparation	0	2562	0	3294	0	3294	0	3407	0	3407	0	3548	0	3688	0	4139	0	4589	(7)
J. Support Space	0	1980	0	2546	0	2546	0	2633	0	2633	0	2742	0	2850	0	3198	0	3547	
<b>Total</b>	<b>21</b>	<b>32580</b>	<b>27</b>	<b>41889</b>	<b>27</b>	<b>41889</b>	<b>28</b>	<b>43321</b>	<b>28</b>	<b>43321</b>	<b>29</b>	<b>45111</b>	<b>30</b>	<b>46901</b>	<b>34</b>	<b>52630</b>	<b>38</b>	<b>58350</b>	
Detention Housing (Beds)	85		117		117		121		121		126		131		147		163		
Classification Factor 15 %/Total Beds	1.15	98	1.15	135	1.15	135	1.15	139	1.15	139	1.15	145	1.15	151	1.15	169	1.15	187	(3)

*Delta County Jail & Sheriff's Office Feasibility Study*  
*Adult Admission: ALOS & ADP Projections, Detention Housing and Staff*

Projection Model	2026								2036							
	Annual Admissions	Daily Books	ALOS	ADP	CF	Beds	Floor Operations Correction Officers	Detention Housing Space Needs	Annual Admissions	Daily Books	ALOS	ADP	CF	Beds	Floor Operations Correction Officers	Detention Housing Space Needs
Model 1:	1562	4	26	15%	15%	177	27	26379	1905	4	29	17%	15%	196	1276	29790
Model 2:	1560	4	26	15%	15%	185	33	27412	1640	4	41	18%	15%	212	1379	32202
Model 3:	1820	5	26	18%	15%	206	32	31370	2827	6	45	25%	15%	292	1899	44330
Model 4:	2029	6	25	19%	15%	224	34	34009	2445	7	49	22%	15%	377	2457	52375
Notes:	(1)	(2)	(1)	(3)	(4)	(5)	(6)	(7)	(1)	(2)	(1)	(3)	(4)	(5)	(6)	(7)

# Jail Capacity Calculation

## Jail Capacity Calculation: 20 Year

❖ ADP Projections (2026)	113 - 121 Beds
❖ ADP Projections (2036)	122 - 163 Beds
<hr/>	
❖ ALOS & ADP Projections (2026)	121 - 135 Beds
❖ ALOS & ADP Projections (2036)	140 - 187 Beds
<hr/>	
❖ 2026 Classification Factor @ 15% - 20%	17 - 27 Beds
❖ 2036 Classification Factor @ 15% - 20%	21 - 37 Beds
<hr/>	
❖ 2026 Jail Capacity Required	<b>130 - 162 Beds (Rated)</b>
❖ 2036 Jail Capacity Required	<b>143 - 224 Beds (Rated)</b>
<hr/>	
❖ Jail Capacity Recommended	<b>180 - 220 Beds (Rated)</b>
❖ Medical + Intake	20 - 30 Beds (Non-Rated)
❖ Potential Other Factors	40 - 80 Beds

*(Justice Philosophy Variables, Future Expansion)*

## Jail Population Breakdown

### Jail Population Breakdown (Based upon 220 Beds)

❖ Male	126 – 154 Beds	70%
❖ Female	54 – 66 Beds	< 30%

### Jail Bed Types

❖ Maximum Security	Single Occupancy
❖ Medium Security	Double Occupancy
❖ Medium Security	4-Person Occupancy
❖ Minimum/Medium Security	Dormitory Occupancy

# Existing Space Evaluation

## ❖ Existing Space Evaluation

- *Public Vestibule to Sheriff's Office is too small and not ADA compliant.*
- *The Majority of Sheriff's Office Space is Marginal to Adequate.*
- *File/Records Storage space is inadequate and dispersed – Staff inefficiencies.*
- *No dedicated Jail staff space*
- *No Lieutenant/ Jail Commander Office*
- *Jail staff mail and work room in intake/booking station*
- *No dedicated office for health care professionals/nurse*
- *Lack of medical supplies/drug storage*
- *Intake and booking is too small and inadequate for function*
- *Sallyport is too small and compromises staff safety, also not a drive through.*
- *Video Arraignment/First Appearance room is too small and poor configuration*
- *All toilet rooms are too small and not ADA compliant.*
- *Kitchen is significantly undersized, poor configuration and remote storage in basement.*
- *No indoor prisoner recreation.*
- *No prisoner program space.*

## Delta County Jail Deficiencies Summary

- ❖ **Security Garage**
  - *Inadequate space – Dangerous for staff. Pull in back out, not drive through*
- ❖ **Processing Area**
  - *Marginally Compliant*
- ❖ **Detoxification/Holding Cells**
  - *Limited isolation flexibility, no padded cells, poor condition and not visible from control room – Staff Intensive.*
- ❖ **Control Centers**
  - *Building configuration requires 2 minimum - staff intensive*
- ❖ **Housing**
  - *Double bunking exceeds 75% of rated capacity*
  - *Limited cells, Approximately 96% dorms*
- ❖ **Program Spaces**
  - *No dedicated or available space*
- ❖ **Multipurpose Room/Outdoor Recreation**
  - *None Available*
- ❖ **Inmate Classification**
  - *No Dedicated Space*
- ❖ **Correctional Officer Duty Stations**
  - *Work space is marginal and no storage*
- ❖ **Public Lobby/Waiting**
  - *Multiple locations, confusing to general public*
- ❖ **Visiting Accommodations**
  - *Adequate*
  - *Arrestment Court too small.*
- ❖ **Dayrooms**
  - *Inadequate, majority of cells/dorms have no dayroom*
  - *Significantly Space Deficient and Poor Configuration*
- ❖ **Medical Examination and Treatment Rooms**
  - *Inadequate and difficult to supervise and also serves as Medical Providers office and storage*
- ❖ **Administrative and Clerical Space**
  - *Marginal, lack storage, some spaces are significantly undersized*
- ❖ **Inmate Classification Areas**
  - *No dedicated space*

# Staff and Space Programming

## ❖ Staff and Space Programming

- *Staffing Projections*
- *Architectural Space Program*
- *Parking Projections*

<b>PHASE 3: STAFF &amp; SPACE PROGRAMMING</b>
<ul style="list-style-type: none"><li>• <b>Define Departmental Operational Philosophies</b></li><li>• <b>Develop Departmental Sheriff's Office Staffing Plan in Five Year Increments to 2036</b></li><li>• <b>Develop Jail Staffing Plan</b></li><li>• <b>Identify Special Programming Needs Including IT, Records Storage, Space Amenities, Etc.</b></li><li>• <b>Develop Detailed Architectural Program @ 2026 And 2036</b></li><li>• <b>Define Potential Shared Space Efficiency Opportunities</b></li><li>• <b>Define Critical Adjacencies</b></li><li>• <b>Complete Parking Projections</b></li><li>• <b>User/Department Staffing and Space Program Review Meetings</b></li></ul>





# Parking Projections

## Delta County Jail & Sheriff's Office Feasibility Study

### Parking Projections

Component	Subtotal	Non-Concurrent Use Factor (1)	Total	Comments and Notes
<b>A. Sheriff's Office</b>				<b>General Notes:</b>
1. Executive Administration				1. Parking Projections are based upon the 2035 Projected Staffing and Architectural Space Program.
a. Staff	4	100%	4	
b. Visitors/Public	10	50%	5	2. Existing Corrections Campus paved parking spaces:
2. Patrol Division				3. Non-Concurrent Use Factor assumes the following:
a. Staff	12	80%	9.6	a. Not all staff, participants or visitors will be parking at the same time.
b. Visitors/Public	4	50%	2	
3. Investigations/Detectives				b. Participant and Visitor parking will generally be in a common or accessible area and can overlap/be shared.
a. Staff	2	100%	2	
b. Visitors/Public	2	50%	1	c. Staff parking will be isolated and/or secured from Participant and Visitor Parking.
<b>Subtotal</b>	<b>34</b>	<b>75%</b>	<b>23.6</b>	
<b>B. Jail</b>				
1. Administration				
a. Staff	1	100%	1	
b. Visitors/Public	2	50%	1	
2. Intake/Booking/Operations				
a. Staff	1	85%	0.85	
b. Visitors/Public	6	75%	4.5	
4. Kitchen				
a. Staff	2	85%	1.7	
b. Visitors/Public	1	50%	0.5	
5. Medical/Special Housing				
a. Staff	2	85%	1.7	Includes Nurse and Physician
b. Visitors/Public	0	85%	0	
6. Confinement Housing				
a. Staff	22	50%	11	
b. Visitors/Public	60	65%	39	Includes Work Release
<b>Subtotal</b>	<b>97</b>	<b>73%</b>	<b>61.25</b>	
<b>Total</b>	<b>131</b>	<b>74%</b>	<b>84.85</b>	

# Conceptual Design & Estimating

## ❖ Conceptual Design

- ***Jail and Sheriff's Office Option 1: Services Center Addition and Renovation***
- ***Jail and Sheriff's Office Option 2: New Jail on New Site***
- ***Courthouse Option 1: Secure Transport and Holding Addition- Existing Jail Mechanical to Remain***
- ***Courthouse Option 2: Secure Transport and Holding Addition- Existing Jail Mechanical to be Demolished/Equipment Relocated***
- ***Vehicular Storage Building***
- ***Advantages and Disadvantages of Each Option***

PHASE 4: CONCEPTUAL DESIGN & ESTIMATING
<ul style="list-style-type: none"><li>• Develop Occupancy Scenarios, Blocking Diagrams and Site Utilization Plans For Identified Options</li><li>• Develop Site Utilization Diagrams Including Identified Options and Parking Scenarios</li><li>• Prepare Graphics and Related Information to Communicate the Design Options.</li><li>• Selection of the Preferred Concept</li><li>• Develop a Statement Of Probable Project Cost/Estimate</li><li>• Complete Potential Operational Budgets for Each Option</li><li>• Define and Anticipated Schedule for the Preferred Concept</li><li>• Prepare and Present a Draft and Final Study Reports to the Planning Committee and Commissioners</li></ul>

# Option 1: Service Center Addition and Renovation



- SECURE CIRCULATION
- VISITATION
- CONTROL ROOMS
- KITCHEN/LAUNDRY
- PUBLIC AREAS
- MEDICAL/INTAKE/BOOKING
- ADMINISTRATION/PATROL/INVESTIGATION
- PROGRAM AREAS
- INDOOR & OUTDOOR RECREATION
- DAY ROOM & CELL AREAS
- SUPPORT SPACES/MECHANICAL
- VEHICULAR STORAGE BARN
- MSU EXTENSION SERVICES
- FUTURE HOUSING POD

**SITE PLAN DIAGRAM**  
Scale 1"=40'





## Option 1: Service Center Addition and Renovation

### Advantages

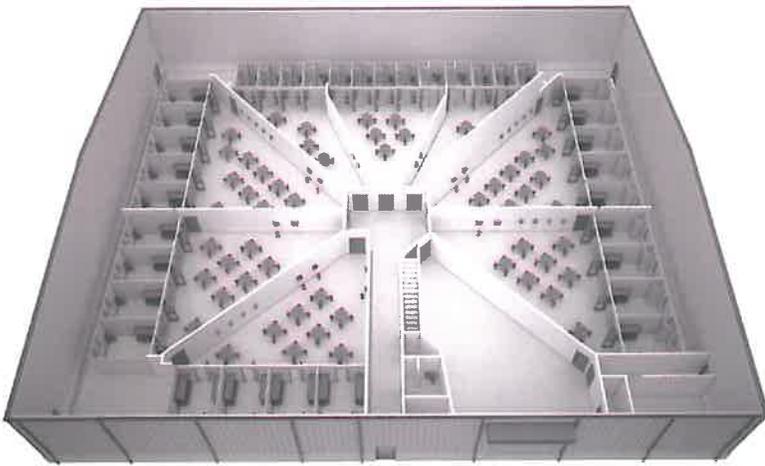
- ❖ *Utilize Existing County Asset*
- ❖ *Less Costly than Option 2: New Jail on New Site*
- ❖ *Renovation allows for effective construction during in climate weather*
- ❖ *No property acquisition*
- ❖ *Inherent future expansion opportunities – MSU Extension Services and Site*

### Disadvantages

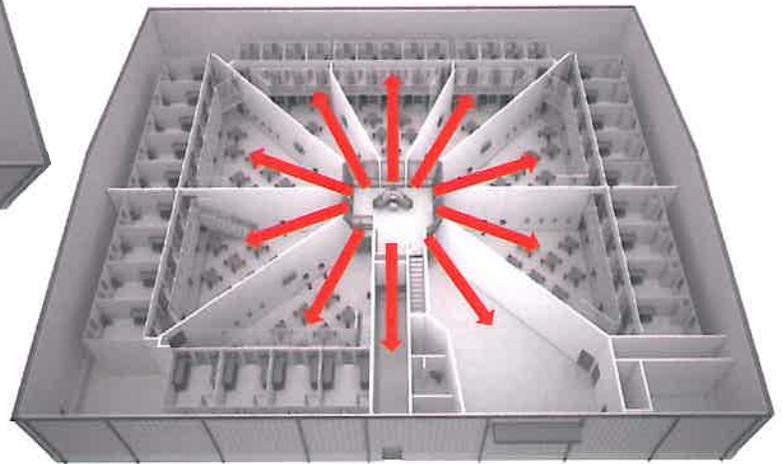
- ❖ *Potential Costs associated with unforeseen conditions - Renovation*
- ❖ *Cost associated with “Hardening” the existing shell in secure areas*
- ❖ *Potentially less design flexibility than new construction*

# Option 1: Service Center Addition and Renovation

## ❖ Example Images of Cell Pod Addition



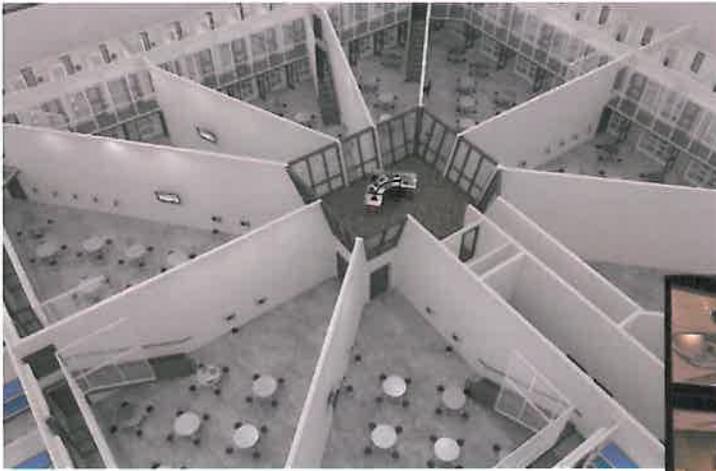
*Areal View of First Floor Plan*



*Areal View of Mezzanine and Control Room Floor Plan*

# Option 1: Service Center Addition and Renovation

## ❖ Example Images of Cell Pod Addition



*Enlarged Aerial View of Mezzanine Floor Plan and Control Room*



*View to Housing from Control Room*

# Option 1: Service Center Addition and Renovation

## ❖ Example Images of Cell Pod Addition



*View of Dayroom*



*View from Dayroom to Control Room*

# Option 1: Service Center Addition and Renovation

## ❖ Example Images of Cell Pod Addition



*Typical Cell*

# Option 1: Service Center Addition and Renovation

## ❖ Example Images of Cell Pod Addition



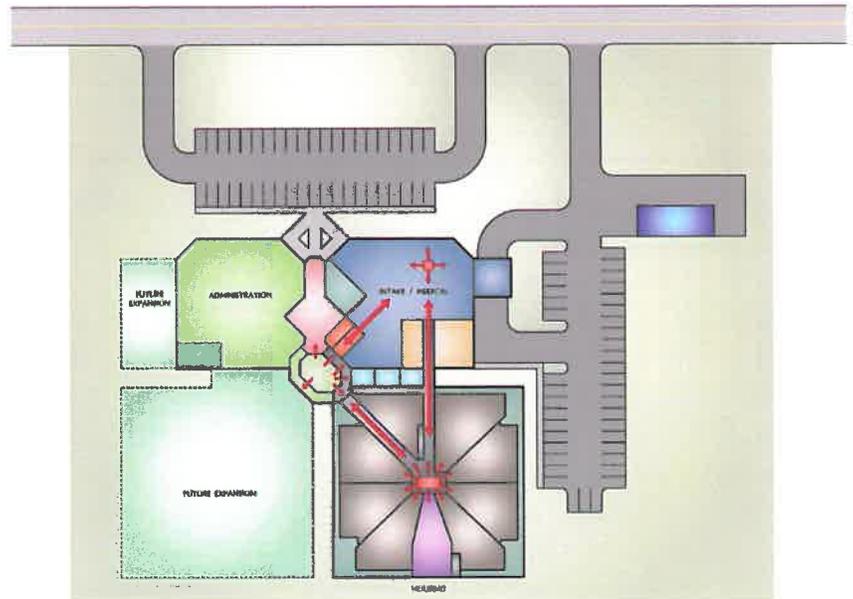
*Typical Indoor/Outdoor Recreation*



*Typical Rear Mechanical/Plumbing Chase*

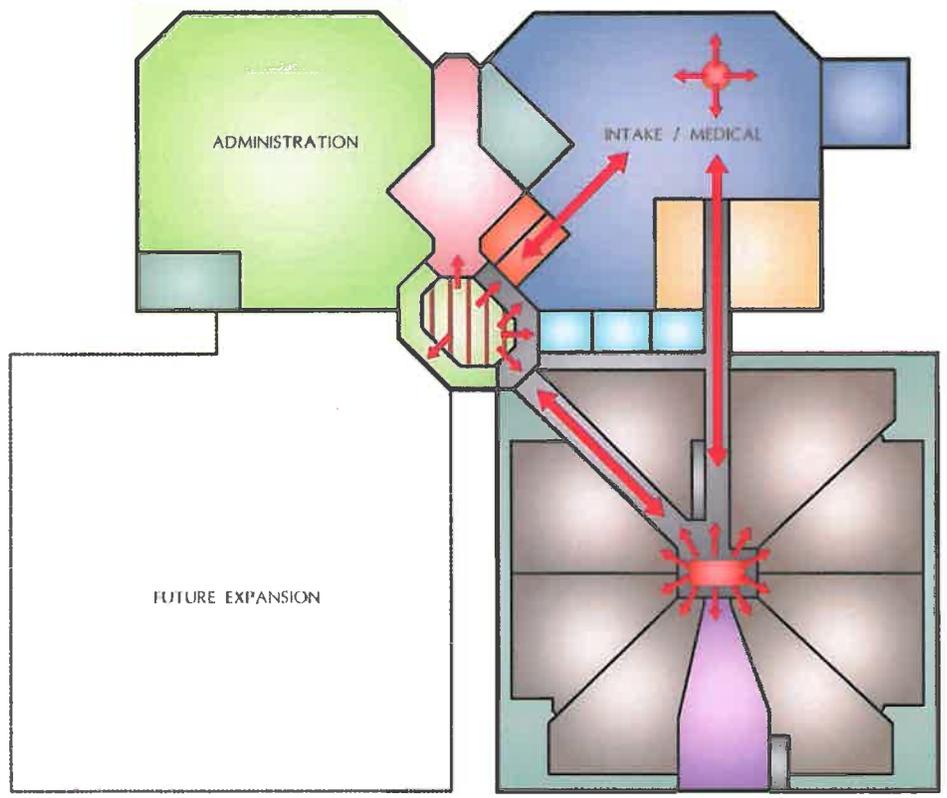
# Option 2: New Jail on New Site

- SECURE CIRCULATION
- VISITATION
- CONTROL ROOMS
- KITCHEN/LAUNDRY
- PUBLIC AREAS
- MEDICAL/INTAKE/BOOKING
- ADMINISTRATION/PATROL/INVESTIGATION
- PROGRAM AREAS
- INDOOR & OUTDOOR RECREATION
- DAY ROOM & CELL AREAS
- SUPPORT SPACES/MECHANICAL
- VEHICULAR STORAGE BARN



# Option 2: New Jail on New Site

- SECURE CIRCULATION
- VISITATION
- CONTROL ROOMS
- KITCHEN/LAUNDRY
- PUBLIC AREAS
- MEDICAL/INTAKE/BOOKING
- ADMINISTRATION/PATROL/INVESTIGATION
- PROGRAM AREAS
- INDOOR & OUTDOOR RECREATION
- DAY ROOM & CELL AREAS
- SUPPORT SPACES/MECHANICAL
- VEHICULAR STORAGE BARN



FUTURE EXPANSION

HOUSING

## Option 2: New Building on New Site

### Advantages

- ❖ *Potentially more design flexibility compared to renovation*
- ❖ *Retains existing County asset for future use*
- ❖ *Future Expansion Opportunities*
- ❖ *More control over unforeseen conditions associated with renovation*

### Disadvantages

- ❖ *More Costly than Option 1: Services Center Renovation*
- ❖ *Potential Subsurface/Site issues*
- ❖ *Potential Land Acquisition Costs*



## Option 1: Secure Transport and Holding Addition- Jail Mechanical to Remain

### Advantages

- ❖ *Less Costly than Option 2*
- ❖ *Less impact on existing vehicular circulation than option 2*

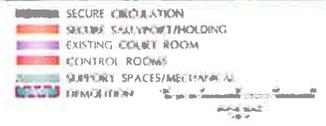
### Disadvantages

- ❖ *Less visibility of secure movement than Option 2*
- ❖ *Potential costs associated with maintaining the existing Jail Mechanical/Building*

# Option 2: Secure Transport and Holding Addition- Jail Mechanical to be Demolished/Equipment to be Relocated



**SITE PLAN DIAGRAM**  
DATE: 1-2012



## Option 2: Secure Transport and Holding Addition- Existing Jail Mechanical Demolished/Equipment Relocated

### Advantages

- ❖ *Better secure circulation visibility than Option 1*
- ❖ *Potentially more control over unforeseen costs associated with retaining the existing jail Mechanical*

### Disadvantages

- ❖ *More Costly than Option 1*
- ❖ *More impact on existing vehicular circulation*

# Statement of Probable Cost

## Delta County Jail & Sheriff's Office Feasibility Study

### Statement of Probable Cost - Options Summary

Component	Jail and Sheriff's Office		Courthouse Addition		Notes
	Option 1: Services Center Addition and Renovation	Option 2: New Jail on New Site	Option 1: Secure Transport and Holding Addition/Jail Mech. to Remain	Option 2: Secure Transport and Holding Addition/Jail Mech. to be Demolished	
<b>A. Hard Construction Costs</b>					
1. Site	\$ 302,280	\$ 728,940	\$ 58,256	\$ 194,416	
2. Building	\$ 10,868,455	\$ 11,711,165	\$ 1,348,477	\$ 1,472,135	
3. Equipment	\$ 67,200	\$ 67,200	\$ 30,000	\$ 30,000	
<b>Subtotal</b>	<b>\$ 11,237,935</b>	<b>\$ 12,507,305</b>	<b>\$ 1,436,733</b>	<b>\$ 1,696,551</b>	
<b>Design/Construction Contingency</b>	<b>\$ 2,015,123</b>	<b>\$ 2,243,611</b>	<b>\$ 215,510</b>	<b>\$ 169,655</b>	
<b>Total A. Hard Construction Costs</b>	<b>\$ 13,253,048</b>	<b>\$ 14,750,916</b>	<b>\$ 1,652,243</b>	<b>\$ 1,866,206</b>	
<b>B. Soft Cost Construction Related</b>					
1. Land Acquisition	\$ -	\$ 300,000	\$ -	\$ -	
2. Professional Compensation	\$ 2,265,488	\$ 2,505,147	\$ 309,359	\$ 343,593	
3. Financing	\$ 697,652	\$ 787,546	\$ 117,612	\$ 128,310	
4. Miscellaneous	\$ 109,300	\$ 121,300	\$ 38,300	\$ 38,300	
<b>Subtotal</b>	<b>\$ 3,072,440</b>	<b>\$ 3,713,993</b>	<b>\$ 465,271</b>	<b>\$ 510,203</b>	
<b>Contingency</b>	<b>\$ 153,622</b>	<b>\$ 185,700</b>	<b>\$ 23,264</b>	<b>\$ 25,510</b>	
<b>Total B. Soft Costs Construction Related</b>	<b>\$ 3,226,062</b>	<b>\$ 3,899,693</b>	<b>\$ 488,535</b>	<b>\$ 535,713</b>	
<b>C. Soft Cost Occupancy Related</b>					
1. IT, Audio/Visual, Furniture/Equip.	\$ 353,428	\$ 382,214	\$ 23,635	\$ 23,635	
<b>Subtotal</b>	<b>\$ 353,428</b>	<b>\$ 382,214</b>	<b>\$ 23,635</b>	<b>\$ 23,635</b>	
<b>Contingency</b>	<b>\$ 17,671</b>	<b>\$ 19,111</b>	<b>\$ 3,545</b>	<b>\$ 1,182</b>	
<b>Total C. Soft Costs Occupancy Related</b>	<b>\$ 371,099</b>	<b>\$ 401,325</b>	<b>\$ 27,180</b>	<b>\$ 24,817</b>	
<b>Subtotal A-C</b>	<b>\$ 16,850,209</b>	<b>\$ 19,051,934</b>	<b>\$ 2,167,958</b>	<b>\$ 2,426,736</b>	
<b>Owner Project Contingency</b>	<b>\$ 842,510</b>	<b>\$ 952,597</b>	<b>\$ 108,398</b>	<b>\$ 121,337</b>	
<b>Total Project Budget</b>	<b>\$ 17,692,719</b>	<b>\$ 20,004,529</b>	<b>\$ 2,276,356</b>	<b>\$ 2,548,073</b>	
<b>Anticipated Range of Probable Cost</b>					
<b>Low</b>	<b>\$ 16,365,765</b>	<b>\$ 18,504,189</b>	<b>\$ 2,105,629</b>	<b>\$ 2,356,968</b>	
<b>Mean</b>	<b>\$ 17,692,719</b>	<b>\$ 20,004,529</b>	<b>\$ 2,276,356</b>	<b>\$ 2,548,073</b>	
<b>High</b>	<b>\$ 19,019,673</b>	<b>\$ 21,504,869</b>	<b>\$ 2,447,083</b>	<b>\$ 2,739,178</b>	

# Staff Projections: Jail

## Delta County Jail & Sheriff's Office Feasibility Study

### Jail Staffing Analysis: Options Summary

Position	Existing	Existing Adjusted	Jail & Sheriff's Office		Courthouse Addition		Comments and Notes:
			Option 1: Services Center Renovation and Addition	Option 2: New Jail on New Site	Option 1: Transport and Holding Addition/Jail Mech to Remain	Option 2: Transport and Holding Addition/Demo. Mech.	
<b>1. Administration</b>							(1).
a. Jail Administrator	1.00	1.00	1.00	1.00	0.00	0.00	
b. Matron	0.00	0.00	0.00	0.00	0.00	0.00	
c. Clerical/Secretary	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Subtotal</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>2. Security</b>							
a. Central Control/Housing	0.00	4.00	4.00	4.00	2.00	2.00	(2).
b. Intake/Processing	4.00	4.00	4.00	4.00	0.00	0.00	
c. Rover	8.00	8.00	8.00	8.00	2.00	2.00	(3).
d. Shift Sergeant	0.00	4.00	0.00	0.00	0.00	0.00	(4).
<b>Subtotal</b>	<b>12.00</b>	<b>20.00</b>	<b>16.00</b>	<b>16.00</b>	<b>4.00</b>	<b>4.00</b>	
<b>3. Support Services</b>							
a. Head Cook	0.00	0.00	0.00	0.00	0.00	0.00	Contract Services
b. Assist. Cook	0.00	0.00	0.00	0.00	0.00	0.00	Contract Services
c. Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	By County
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>4. Program Services</b>							
a. Program Director	0.00	0.00	0.00	0.00	0.00	0.00	
b. Nurse	0.00	0.00	0.00	0.00	0.00	0.00	Contract Services
c. Physician	0.00	0.00	0.00	0.00	0.00	0.00	Contract Services
<b>Subtotal</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total</b>	<b>13.00</b>	<b>21.00</b>	<b>17.00</b>	<b>17.00</b>	<b>4.00</b>	<b>4.00</b>	

**General Notes:**

1. Adjustment based upon Staff Analysis Report, Configuration of Building and No Access Control System

                     Under Staffed

**Notes:**

1. Staffing does not include Dispatch/Communications done by others.      (4). Shift Sergeant also serves as Rover

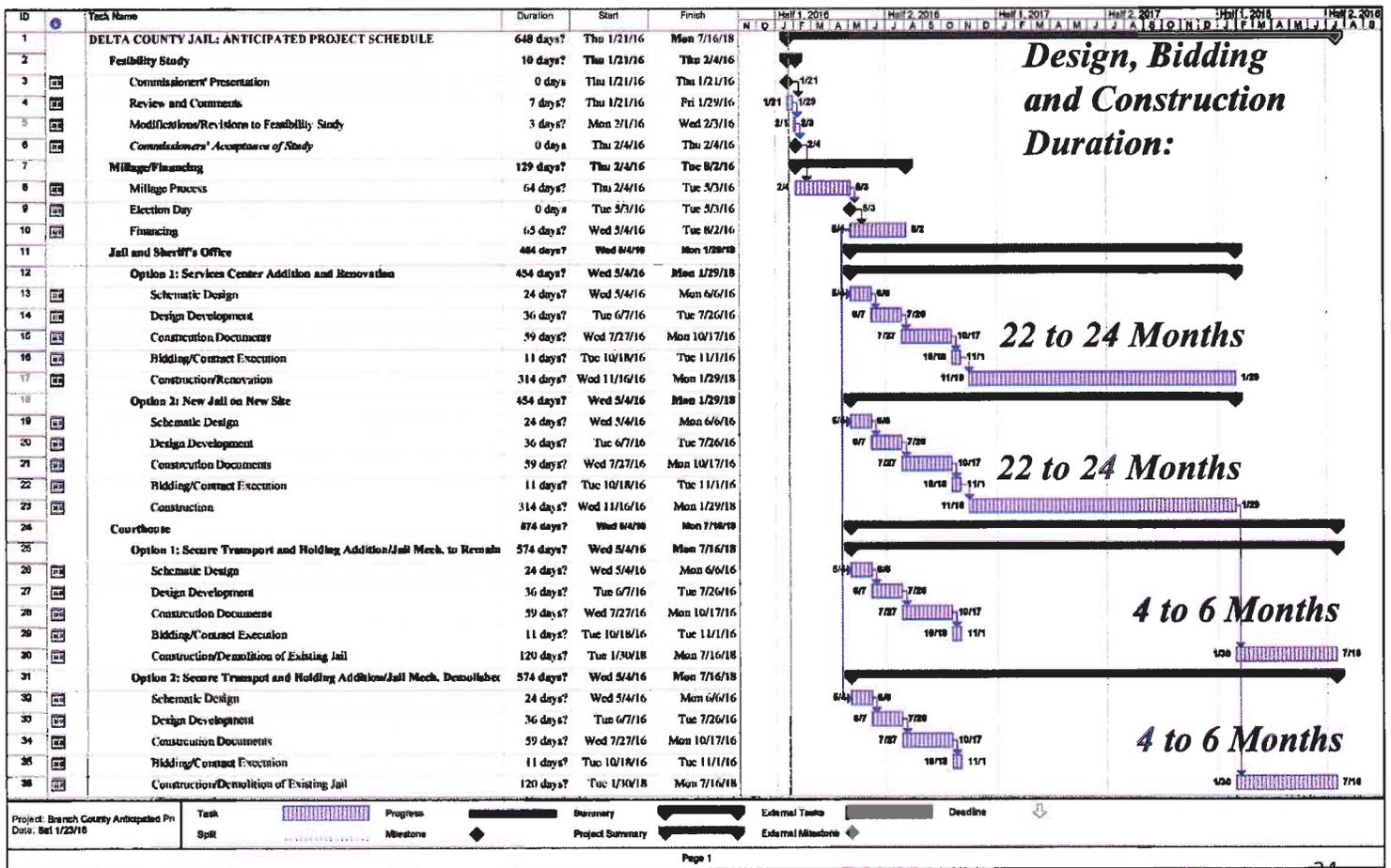
2. Courthouse includes Staff at Holding Control Station

3. Rover = Transport Officer in Courthouse Options

# Probable Operational Budgets Summary

Delta County Jail & Sheriff's Office Feasibility Study			
<i>Range of Probable Operational Budget Options Summary</i>			
Component	Range of Probable Operational Budget		
	Low	Mean	High
Current 2015		\$ 2,203,994.00	
Current Adjusted to 2018 (7).	\$ 2,868,131.78	\$ 3,100,683.00	\$ 3,333,234.23
<b>Options</b>			
<b>Jail &amp; Sheriff's Office</b>			
Option 1: Services Center Addition and Renovation (8).	\$ 2,573,516.50	\$ 2,782,180.00	\$ 2,990,843.50
Option 2: New Jail on New Site (8).	\$ 2,573,516.50	\$ 2,782,180.00	\$ 2,990,843.50
<b>Courthouse</b>			
Option 1: Transport and Holding Addition/Jail Mech. to Remain (9).	\$ 399,277.18	\$ 431,651.00	\$ 464,024.83
Option 2: Transport and Holding Addition/Jail Mech. to be Demolished	\$ 399,277.18	\$ 431,651.00	\$ 464,024.83
<b>Notes:</b>			
1. Option Budgets assume an Occupancy Date of the facility in January 2018 and represent a potential Operational Budget for 2018			
2. Costs assume an annual inflationary escalation factor of 2.5% annually and represent a total 7.5% escalation factor for 2018			
3. Operational Budgets assume that there will be no initial increase in prisoners at date of occupancy			
4. Assumes Projected Staffing as defined by this report and no alteration of current staffing philosophies.			
5. Assumes no Sheriff's Office Staff increase until approximately 2026			
6. Assumes an average salary of new corrections/housing staff of \$37,500 and proportional relationship of Holiday and Benefits pay.			
7. Includes additional Jail/Corrections Staff based upon staff analysis report of 2 additional staff per shift, 8 total.			
8. Includes 1 addition staff per shift, 4 total			
9. Includes 2 daytime staff positions (Transport Officer and Control Room), 2 shifts, 4 total			

# Anticipated Project Schedule



# Options Summary

Delta County Jail & Sheriff's Office Feasibility Study																
Conceptual Design Options Summary																
Component	Jail & Sheriff's Office						Courthouse Transport & Holding Addition									
	Option 1: Services Center Renovation and Addition			Option 2: New Jail on New Site			Option 1: Jail Mechanical to Remain			Option 2: Jail Mechanical to be Demolished and Equipment Relocated to Courthouse						
<b>Correctional Staff</b>																
1. Existing		13			13											
2. Existing Adjusted		21			21											
3. Option		17			17			4			4					
<b>Operational Budget</b>	Low	Mean	High	Low	Mean	High	Low	Mean	High	Low	Mean	High				
1. Existing		\$ 2,203,994			\$ 2,203,994											
2. Existing Adjusted (2018)	\$ 2,868,132	\$ 3,100,683	\$ 3,333,234	\$ 2,868,132	\$ 3,100,683	\$ 3,333,234										
3. Option (2018)	\$ 2,573,517	\$ 2,782,180	\$ 2,990,844	\$ 2,573,517	\$ 2,782,180	\$ 2,990,844	\$ 399,277	\$ 431,651	\$ 464,025	\$ 399,277	\$ 431,651	\$ 464,025				
<b>Probable Project Budget</b>	\$ 16,365,765	\$ 17,692,719	19,019,673	\$ 16,365,765	\$ 17,692,719	\$ 19,019,673	\$ 2,105,629	\$ 2,276,364	\$ 2,447,082	\$ 2,386,968	\$ 2,558,073	\$ 2,739,170				
<b>Advantages/Disadvantages</b>	<b>Advantage</b>		<b>Disadvantage</b>		<b>Advantage</b>		<b>Disadvantage</b>		<b>Advantage</b>		<b>Disadvantage</b>					
	<ul style="list-style-type: none"> <li>Utilize Existing County Asset</li> <li>Less Costly than Option 2: New Jail on New Site</li> <li>Renovation allows for effective construction during in climate weather</li> <li>No property acquisition</li> <li>Inherent future expansion opportunities – MSU Extension Services and Site</li> </ul>		<ul style="list-style-type: none"> <li>Potential Costs associated with unforeseen conditions - Renovation</li> <li>Cost associated with "Hardening" the existing shell in secure areas</li> <li>Potentially less design flexibility than new construction</li> </ul>		<ul style="list-style-type: none"> <li>Potentially more design flexibility compared to renovation</li> <li>Retains existing County asset for future use</li> <li>Future Expansion Opportunities</li> <li>More control over unforeseen conditions associated with renovation</li> </ul>		<ul style="list-style-type: none"> <li>More Costly than Option 1: Services Center Renovation</li> <li>Potential Subsurface Site Issues</li> <li>Potential Land Acquisition Costs</li> </ul>		<ul style="list-style-type: none"> <li>Less Costly than Option 2</li> <li>Less impact on existing vehicular circulation than option 2</li> </ul>		<ul style="list-style-type: none"> <li>Less visibility of secure movement than Option 2</li> <li>Potential costs associated with maintaining the existing Jail Mechanical Building</li> </ul>		<ul style="list-style-type: none"> <li>Better secure circulation visibility than Option 1</li> <li>Potentially more control over unforeseen costs associated with retaining the existing jail Mechanical</li> </ul>		<ul style="list-style-type: none"> <li>More Costly than Option 1</li> <li>More impact on existing vehicular circulation</li> </ul>	
<b>Conceptual Design Option Graphics</b>																

B4

# 5 Year Recreation Plan

Delta County Parks and Campgrounds  
6822 US Highway 2 41 M35  
Gladstone, MI 49837  
(906) 786-1020



# Location of Delta County Parks and UP State Fairgrounds

*Delta County Parks currently consists of two campgrounds, three day-use parks and a four-acre parcel that features a boat launch leased by the DNR.*



## Pioneer Trail Park and Campground

- ▶ Located between Escanaba and Gladstone, at the Escanaba River Crossing of US Highway 2 41 and M35.

## Fuller Park and Campground

- ▶ Approximately 18 miles south of Escanaba, at the crossing of the Bark River on State Highway M35, at the County line.

## Sac Bay Park

- ▶ Turn south at Garden Corners, south of Fayette State Park. Turn right (west) at directional sign for Sac Bay off main road, before Fairport. Follow local road to end.

## Rapid River Falls Park

- ▶ Turn north when US 41 leaves US 2 near Rapid River. Follow sign off US 41 near the Rapid River crossing, just north of the Hiawatha National Forest Ski Trail.

## UP State Fairgrounds

- ▶ 2401 12th Avenue North, Escanaba, MI 49829

# Community Description

*(both Delta County Parks and UP State Fairgrounds)*

## Jurisdiction Represented

- ▶ Delta County Michigan is in the south-central portion of the Upper Peninsula and is comprised of 14 townships, two cities and one village. The population centers are the two cities, Escanaba and Gladstone, with surrounding townships being well populated in comparison to the outlying townships. The county population, according to the last census, is 36,559. The median household income is \$42,676.
- ▶ Abundant timber growth, lakes and streams, flat to gentle rolling topography, and a variety of wildlife have made Delta County rich in forestry and recreation. The land area in Delta County is 1,171.10 square miles. There are approximately 615,000 acres of forest land in Delta County consisting of the following ownership: 51% private, 37% federal and 12% state. Delta County contains more Lake Michigan shoreline than any other Michigan county. Within the county boundaries, there are 241 miles of Lake Michigan shoreline.

## Extent of the Plan Focus

- ▶ The Mission Statement for the Delta County Recreational Plan is the following: “to provide safe, enjoyable, educational, cost-effective and environmentally friendly public recreational opportunities for the residents and visitors to Delta County.” This mission has historically centered on the provision of physical facilities for such activity but has been broadened for the future. It would not be the intent to duplicate programs sponsored in the cities or by private or public organizations, but to develop recreational opportunities to take advantage of Delta County’s unique outdoor settings.

## Scope of the Use of the Park

- ▶ The parks and fairgrounds, under County jurisdiction, are used as regional and neighborhood park gathering places for various social interaction and recreation, including tourism, in the Upper Peninsula. Weddings, family reunions, scouting events, church and company picnics are but a few of the activities that commonly occur within the County parks. With the exception of the fairgrounds, the parks are opportunely positioned along waterfronts: two beside rivers and three facing Lake Michigan. Their locations are ideal for promoting a wide array of outdoor recreation and opportunities.

# Administrative Structure: Roles of Commission(s) or Advisory Boards

(for Delta County Parks)

- ▶ Delta County manages its recreational land and facilities through an agreement entered into between the County of Delta and the Delta Conservation District (Delta CD).
  - ▶ **Purpose of Agreement**
    - ▶ This cooperative joint partnership provides economic, social and recreational opportunities; natural resource and environmental information and education to the community and visitors to Delta County. It is also desired to follow the Delta County Parks and Recreation Plan that describes the physical features, existing recreational facilities and the desired actions to be taken to improve and maintain these recreational facilities and County owned lands.
  - ▶ **Understanding of Agreement**
    - ▶ The Delta Conservation District and the County of Delta recognize that the following are true:
      - ▶ The mission of both the Delta CD and the County of Delta is to: provide safe, enjoyable, educational, cost-effective and environmentally friendly public recreation for residents and visitors to Delta County.
      - ▶ Delta County is the owner/proprietor of all land, buildings, and infrastructure located in Delta County Parks and County owned timber lands.
      - ▶ Delta CD is the management entity responsible for operations and yearly management of the Park system and County owned timberlands.
      - ▶ The adopted Delta County Parks and Recreation Plan (revised every 5 years) will guide the operations and management of the Parks system.
      - ▶ The main goal and associated objectives are to improve the parks system efficiency, effectiveness (both financially and operationally) and aesthetics.
      - ▶ To increase tourism and activity within Delta County for social and economic benefits.

## Department, Authority and/or Staff Description

- ▶ The Delta CD will employ a full-time Parks Manager and seasonal help as needed.

# Administrative Structure: Roles of Commission(s) or Advisory Boards

(for UP State Fairgrounds)

## BYLAWS

Of the

### UP STATE FAIR AUTHORITY GOVERNING BOARD

## PURPOSE

Through an agreement entered into under Michigan’s Urban Cooperation Act (“Enabling Agreement”), Participating Municipalities in the Upper Peninsula have created a legal entity to be known as the "Upper Peninsula State Fair Authority" ("UP State Fair Authority"), which will be responsible for coordinating and providing a variety of services related to the U.P. State Fair and the fair grounds, for the citizens of the Upper Peninsula of Michigan. The Enabling Agreement’s Section 3.2A creates an Governing Board (“Board”) and Section 3.2A(2)(k) authorizes the Board to approve Bylaws (“Bylaws”) to give further definition to the procedures under which the Board operates. All terms used in these Bylaws shall have the definitions described in the Enabling Agreement, unless further specified in these Bylaws.

## 1. COMPOSITION

The Enabling Agreement creates a Governing Board (“Board”) to be composed of one (1) member of each Participating Municipality. Each member representative shall be appointed by its respective legislative body, but must be either an elected or appointed official of the Participating Municipality. All terms on the Board shall be three (3) year terms, although they shall terminate if the member retires, quits or is removed from the public position that led to their appointment. In the first appointments to the Board, the Participating Municipalities may set shorter terms, in order to stagger the expiration of terms in the future. Other than reimbursement of expenses, all Members shall serve without compensation, although nothing herein shall prohibit the appointing body from offering per diems or other compensation to the members consistent with its policies on service to appointed bodies. Each member upon their proper appointment under the Agreement shall be deemed appointed by all Participating Municipalities and shall serve with the best interests of the entire UP State Authority in mind regardless of the particular body appointing him or her.

The entity, department or association making the appointment above, may also appoint an alternate who may exercise all of the powers of a Board member in the absence of the regular appointee. To exercise this option, the entity, department or association must advise the Board’s secretary in writing of the alternate’s appointment. Unless such a written notification of appointment is on file with the Board’s secretary, the Chairperson will not recognize the standing of the alternate at a Board meeting.

# Administrative Structure: Roles of Commission(s) or Advisory Boards

*(for UP State Fairgrounds-continued)*

## 2. COMPENSATION

All members shall serve without recompense provided by the Authority, although nothing herein shall prohibit the appointing body from paying a per diem or other compensation for U.P. State Fair Authority service, consistent with that body's policies on service to appointed bodies

## 3. POWERS

The functions of the Board shall be those specified in the Enabling Agreement, which are to act on behalf of the Authority to:

- (a)enter into contracts;
- (b)acquire, hold or dispose of property owned by the Authority;
- (c)construct, manage, or operate buildings or improvements;
- (d)contract to provide manpower, equipment or fiscal, administrative or management services;
- (e)receive and administer grants, gifts, bequests, or assistance funds;
- (f)incur debts and liabilities;
- (g)approve UP State Fair Authority's annual Budget;
- (h)approve all UP State Fair Authority expenditures;
- (i)appoint/hire, employ and terminate personnel, fiscal, administrative, and management agents;
- (j)appoint committees pursuant to its bylaws;
- (k)adopt and revise from time to time, bylaws for itself;
- (l)exercise such other authority as is necessary for the operation of UP State Fair Authority not inconsistent with the Urban Cooperation Act and other applicable Michigan laws or the Enabling Agreement

# Administrative Structure: Roles of Commission(s) or Advisory Boards

*(for UP State Fairgrounds-continued)*

## **UPSF Committees:**

### **Executive Committee**

#### **Purpose**

Except as otherwise provided in these bylaws, the Executive Committee shall, in intervals between meetings of the Board have general control of the affairs of the Authority, but nothing herein shall be construed to allow the Executive Committee to act to the exclusion of, or contrary to, the expressed direction of the Board.

### **Nominating Committee**

#### **Purpose**

The Nominating Committee will consist of 3 members and will be appointed by the presiding Chairperson. The Nominating Committee will meet as needed to nominate officers and trustees for the Authority and may recommend appointment of directors, officers, and trustees to other committees within the Authority and to subsidiaries and organizations of which the Organization is a member.

### **Department Advisory Committee (DAC)**

#### **Purpose**

The purpose of the DAC is to hear matters of concern brought by exhibitors, members of the DAC, UPSF Authority or UPSF Management regarding policies, procedures and operations of the UPSF. All recommendations from the DAC are subject to the UPSF Authority approval.

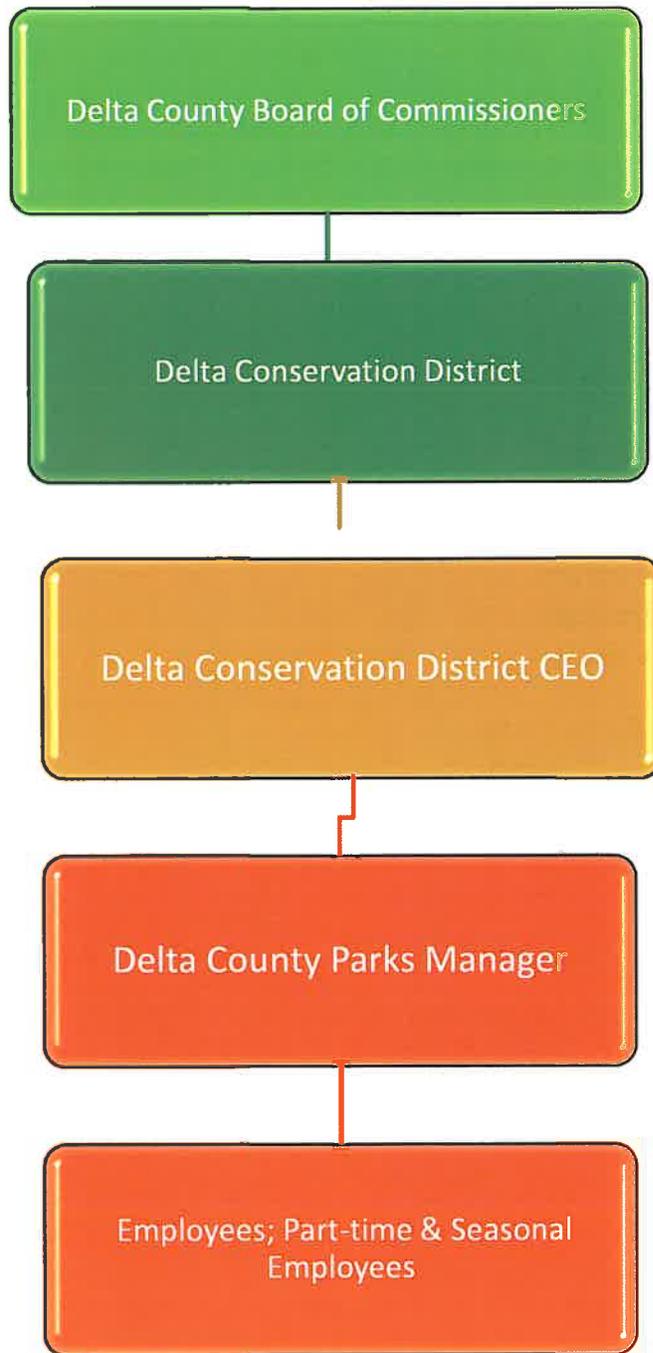
### **Building and Grounds Committee**

#### **Purpose**

The purpose of this committee is to assist the Authority in the management of the physical properties of the fairgrounds. These include the building, infrastructure and grounds. This committee is responsible for the maintenance and improvement of facilities. These tasks include development of an annual budget prioritizing expenditures for building repairs and maintenance, landscaping, lawn care, snow removal, and other duties when they arise. The duties are performed through a combination of volunteer labor and contracted services. The committee serves as an advisory body to the Authority.

# Administrative Structure:

## Organizational Chart *(for Delta County Parks)*

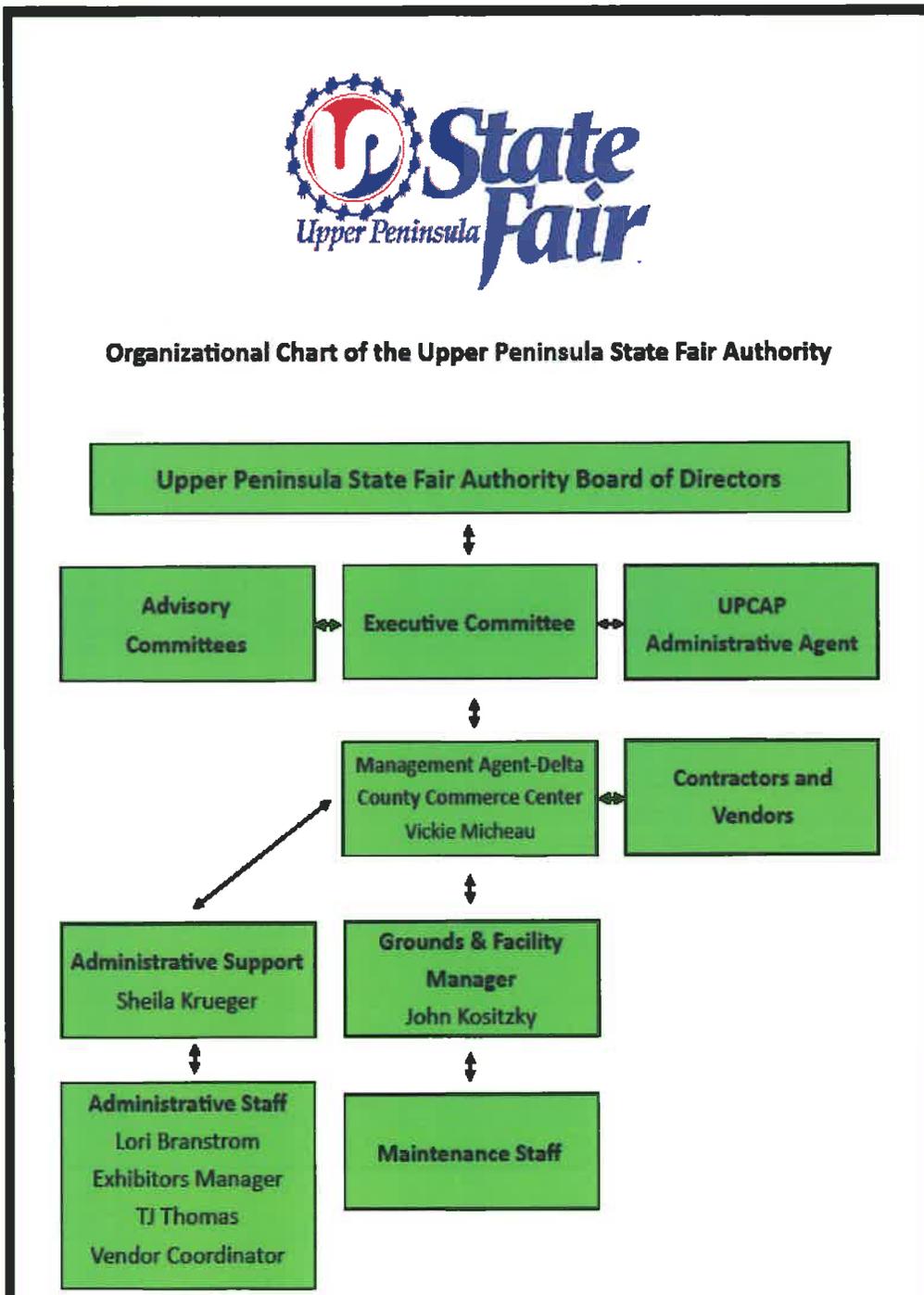


# Administrative Structure:

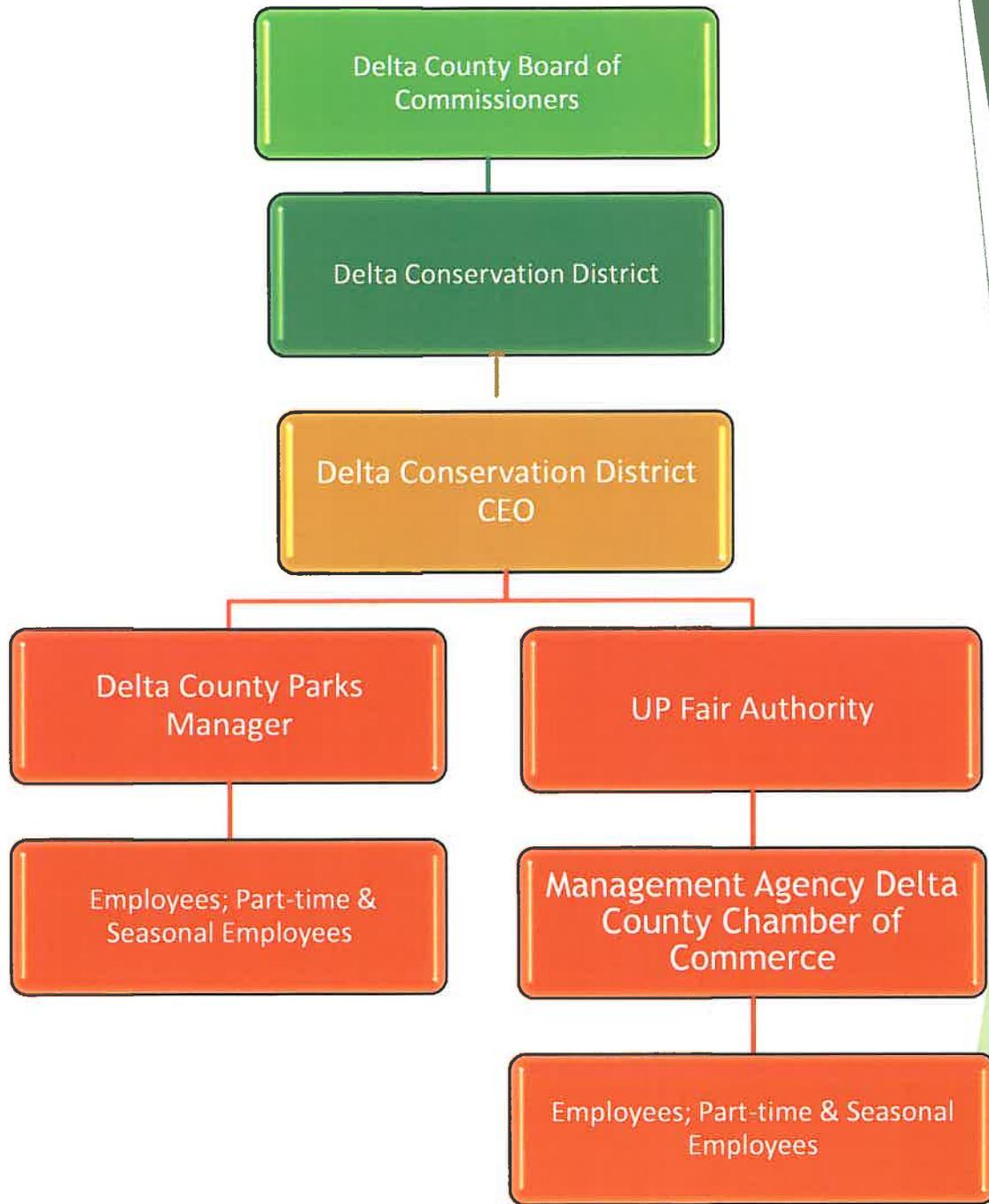
## Organizational Chart *(for UP State Fairgrounds)*



**Organizational Chart of the Upper Peninsula State Fair Authority**



# Administrative Structure: Organizational Chart *(for Grant Administration)*



# Administrative Structure:

## Roles of Volunteers/Other Relationships

*(for Delta County Parks)*

### Role of Volunteers

- ▶ In the interest of service efficiency, non-duplication of service, and cost efficiency, there are a number of various volunteer opportunities that are used in the parks.
- ▶ Pioneer Trail Park and Fuller Campground, utilize the services of a Campground Host. This individual(s) enables the parks to operate at a reduced cost, while maintaining an onsite-site presence for safety and security. The host supports paid staff; and is available for nighttime emergencies. The Volunteer Campground Host program continues to be a successful means of subsidiary assistance.
- ▶ Many of the recreational and educational programs provided during the park season depend on the support of volunteers such as members of the area school Key Clubs and National Honor Societies. These functions provide young adults the means to achieve their required service hours while contributing to their community in a fun, outdoor setting.
- ▶ Local scouting units help the park systems by completing many beneficial activities from planting trees, to grooming trails, to litter patrol.

### Relationship(s) with School Districts, Other Public Agencies or Private Organizations

- ▶ Besides being the destination for many school field trips, Delta County Parks cooperates with the local school system and the Michigan DNR in the Salmon in the Classroom Project. The boat launch at Pioneer Trail Park and Campground is a primary release area for the fish.
- ▶ Another important relationship is with the local disc-golf sport leagues. The groups provided advice instrumental in creating a superior disc-golf course, which in turn attracts avid competitors from the Upper Peninsula and many out-of-state tourists.

# Administrative Structure:

## Roles of Volunteers/Other Relationships

*(for UP State Fairgrounds)*

### **Relationship(s) with School Districts, Other Public Agencies or Private Organizations**

The Upper Peninsula State Fair has established important, supportive relationships with many schools districts, public agencies or private organizations from across the Upper Peninsula including: a consortium of representatives from every (15) counties in the Upper Peninsula, Hannahville Indian Community, GreenStone Farm Credit Services, Bays de Noc Convention and Visitors Bureau, Upper Peninsula Economic Development Association, Michigan Farm Bureau, Michigan Soybean Council, Verso Paper Company, U.P. Whitetails Association, Upper Peninsula Quarterhorse Association, Upper Peninsula Power Company, American Transmission Company, Plum Creek, Sackerson Foundation, Michigan Veterinarian Education Association, Deans Foods, Pepsi Cola Company and Binks Coca Cola.

The fairgrounds work closely to support and in turn receives support services from American Cancer Society, Escanaba Baseball League, Escanaba Hockey Association, Gladstone Cross Country Team, United Way of Delta County, Upper Peninsula Commission for Area Progress, Menominee Delta Schoolcraft Community Action Agency, Community Foundation for Delta County, 4-H and scouting groups from across the Upper Peninsula and Pathways.

### **Role of Volunteers**

The Upper Peninsula State Fair is fueled by the boundless energy and dedication of volunteers. The Fair simply would not happen without volunteers.

The Retired Senior Volunteer Program (RSVP) provides volunteers for the following activities during fair week:

Staffing for information booths.

Supervising displays in two exhibition halls.

Assisting youth and adults in the Growing UP Foresters exhibit.

Supplemental staffing supporting the Michigan DNR Pocket Park.

Livestock Recordkeeping for Michigan State University Extension Office.

Assisting Junior Market Livestock Committee during Auction.

In addition to RSVP, volunteers throughout the year assist with grounds maintenance, office support, event setup, parking, grounds beautification projects and small equipment repair.

# Administrative Structure:

## Current Funding *(for Delta County Parks)*

- ▶ Delta County provides the Delta CD with a \$50,000 yearly appropriation for Parks operations and management; provides structural upkeep and maintenance for all buildings, equipment, utilities, and infrastructure owned by the County upon a request/recommendation from the Delta CD providing the financial support can be found within the County's budget; provides needed equipment for parks system upkeep and maintenance as per the County's annual budget can afford; and provides coverage of insurance and liabilities for Delta County Parks land and operation.
- ▶ Other revenue sources: camping revenues; pavilion rentals; campground store; ice and firewood, etc.
- ▶ Occasional timber sales.
- ▶ Grants: Parks Community 2% Grant Program; Hamburger Helper Community Grant; the Community Foundation; Plum Creek; MDNR Trust Fund; Land and Water Conservation Fund and Clean Michigan Initiative.

# Administrative Structure:

## Current Funding *(for UP State Fairgrounds)*

<b>Upper Peninsula State Fair Funding Sources</b>	
	<b>Fair Week Income (Gate Receipts, Vendor and Exhibitor Income)</b>
	<b>Building Rental</b>
	<b>Sponsorships</b>
	<b>Winter Storage Income</b>
	<b>Campground Rental Income</b>
	<b>Grant Income (Hannahville Indian Community, Michigan Department of Agriculture)</b>

# Administrative Structure:

Annual and Projected Budget for Operations, Maintenance, Capital Improvements and Recreational Programming (for Delta County Parks)

2016 PARKS BUDGET			
REVENUE		EXPENSES	
Camping	\$150,000.00	Salaries, Etc. (Manager/Secretary)	\$90,000.00
Credit Card Charges	\$3,000.00	Seasonal/Contract	\$30,000.00
Ice	\$1,000.00	Office Supplies	\$2,000.00
Soda	\$500.00	Janitorial Supplies	\$4,000.00
Firewood	\$3,000.00	Fuel, Oil, Etc..	\$6,000.00
Old Pavilion	\$1,500.00	Utilities - Electric	\$30,000.00
New Pavilion	\$8,000.00	Utilities - Propane	\$4,000.00
Rentals	\$2,000.00	Utilities - Telephone	\$1,000.00
Office Store	\$1,000.00	Utilities - Internet	\$750.00
Washer/Dryer	\$500.00	Postage	\$300.00
Miscellaneous	\$1,000.00	Ice	\$500.00
County Appropriation	\$50,000.00	Soda	\$400.00
Advertising	\$3,500.00	Firewood	\$2,500.00
<b>TOTAL</b>	<b>\$225,000.00</b>	Advertising	\$4,000.00
		Office Store	\$1,000.00
		Park Events	\$2,000.00
		Licenses	\$1,500.00
		Garbage	\$4,000.00
		Vehicle Maintenance	\$4,000.00
		Maintenance (Equipment, Building, Park)	\$11,000.00
		Credit Card Fees	\$3,000.00
		Cash/Refunds	\$650.00
		Loans	\$17,400.00
		Contingency/Miscellaneous	\$5,000.00
		<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>\$225,000.00</b>

# Administrative Structure:

Annual and Projected Budget for Operations,  
Maintenance, Capital Improvements and Recreational  
Programming (for UP State Fairgrounds)

		Upper Peninsula State Fair ~ 2016 Approved Fiscal Year Budget	
		2016 Proposed	
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
	300.00 · Gate Receipts Income		
	Gate Receipts Discounts		
	300.10 · Gate Receipts		
	300.20 · Gate Receipts-Discout		
	300.00 · Gate Receipts Income - Other		
	<b>Total 300.00 · Gate Receipts Income</b>	<b>400,000.00</b>	
	301.00 · Exhibition Space (Ruth Butler & Commercial Row)	50,000.00	
	302.00 · Grandstand Receipts (Merchandise and Gold Circle)	15,000.00	
	303.00 · Midway Space (Added space, may increase fees)	100,000.00	
	303.10 · Midway (Carnival - Skerbecks to increase ticket prices)	145,000.00	
	304.00 · Dormatory Fees		
	305.00 · Entry Fees (Includes Queen, DNA Fees)	16,500.00	
	306.00 · Fair Queen		
	307.00 · DNA Testing Fees		
	309.00 · Rental Income - (no special events planned)	70,000.00	
	310.00 · Misc. (Raffle Sales, Vehicle Sale, Auction Fee)	10,000.00	
	310.01 · Premium Book Advertising	2,600.00	
	310.03 · Mercantile Fair Week	3,500.00	
	311.00 · Sponsorships	100,000.00	
	312.00 · Storage Income	65,000.00	
	314.00 · Interest	1,275.00	
	316.00 · Campground	55,000.00	
	317.00 · Grant Income (MDAG and 2% Applications)	20,000.00	
	318.00 · Donations (Memorials, 33% Concession, Premiums)	9,000.00	
	321.00 · Sales Tax Discount	75.00	
	<b>Total 324.00 · Alcohol Sales</b>	<b>40,000.00</b>	
	325.00 · Service Sales (Alcohol Service Fees only)	2,000.00	
	328.00 · Ice (moved to concession stand sales)		
	329.00 · Lease Income - (ATC Lease)	13,200.00	
	<b>Total Income</b>	<b>1,118,150.00</b>	
<b>Cost of Goods Sold</b>			
	500.00 · Cost of Goods Sold (Alcohol purchased)	25,000.00	

# Administrative Structure:

Annual and Projected Budget for Operations, Maintenance, Capital Improvements and Recreational Programming (for UP State Fairgrounds - continued)

	<b>Total COGS</b>	25,000.00		
	<b>Gross Profit</b>	1,093,150.00		
	<b>Expense</b>			
	<b>Balancing Adjustments</b>			
	<b>suspense</b>			
	<b>401.00 · Support Staff</b>			
	401.01 · Maintenance - <b>UPCAP Expense Reimbursed</b>			
	401.02 · Office - <b>RSVP and Filing Clerk</b>			
	401.03 · Fair Week Support ( <b>Moved to Fair Expense</b> )			
	401.04 · Contracted Services - ( <b>Chamber reimbursement</b> )			
	<b>Total 401.00 · Support Staff</b>	185,000.00		
	<b>402.00 · Office Expense</b>			
	402.01 · Supplies	4,300.00		
	402.02 · Automation - <b>Computer upgrades</b>	1,000.00		
	402.03 · Postage	1,200.00		
	402.04 · Telephone - <b>Verizon &amp; MI Broadband</b>	5,000.00		
	402.05 · Meeting Supplies	675.00		
	402.08 · Fees & Service Charge	0.00		
	402.09 · Copy Expense	3,000.00		
	402.10 · Professional Services	18,000.00		
	402.00 · Office Expense - <b>Other</b>			
	<b>Total 402.00 · Office Expense</b>	33,175.00		
	<b>403.00 · Insurance</b>			
	403.01 · Property			
	403.02 · Liability--Carnival			
	403.03 · Automobile			
	403.04 · Liquor			
	403.05 · Workman's Comp			
	<b>Total 403.00 · Insurance</b>	48,000.00		
	<b>404.00 · Bank Fees &amp; Service Charges (CC auction fees)</b>	2,000.00		
	404.10 · Interest Expense - MOL	11,000.00		
	405.00 · Dues & Subscriptions ( <b>MAFE, IAFE, MFEA, Chamber</b> )	960.00		
	<b>406.00 · Building Repair &amp; Maintenance</b>			
	406.01 · Waste Disposal ( <b>Delta Disposal &amp; Landfill - reclassified \$7</b> )	1,681.00		
	406.02 · General Building & Equip Repair	70,000.00		
	406.03 · Depreciation Expense			
	406.05 · Fuel	7,200.00		

# Administrative Structure:

Annual and Projected Budget for Operations, Maintenance, Capital Improvements and Recreational Programming (for UP State Fairgrounds - continued)

	406.11 · Campground Expansion (2014 Expense)		
	406.16 · Indoor Riding Arena - Paint/Rpr		
	406.25 · Miracle of Life Building (2014 Expense)		
	406.00 · Building Repair & Maintenance - Other	6,000.00	
	<b>Total 406.00 · Building Repair &amp; Maintenance</b>	<b>84,881.00</b>	
	<b>407.00 · Utilities (additional 2014 expense Trappers &amp; Newmar)</b>		
	407.01 · Electricity--City of Escanaba	55,000.00	
	407.02 · Gas --DTE	22,000.00	
	407.03 · Gas - Hot Flame		
	407.00 · Utilities - Other		
	<b>Total 407.00 · Utilities</b>	<b>77,000.00</b>	
	408.00 · Travel & Mileage Reimb. (MAFE Convention)	3,350.00	
	<b>409.00 · Fair Related Expenses</b>		
	409.01 · Advertising	45,000.00	
	409.02 · Grand Stand Entertainment	175,000.00	
	409.03 · Midway Entertainment	35,000.00	
	409.04 · Purchased Services	62,000.00	
	409.05 · Superintendents/Clerks Wages	31,000.00	
	409.06 · Judges	9,500.00	
	409.07 · Premlum Payments	52,000.00	
	409.08 · Exhibition Expenses	15,000.00	
	409.09 · Grounds Maintenance	6,000.00	
	409.10 · Security/Emergency Services	25,755.00	
	409.11 · Supplies & Equipment (moved exp. To purchased Servic	7,730.00	
	409.12 · Livestock Auction		
	409.13 · Cookbook		
	409.14 · Meals Provided - Grandsand Entertainment	9,000.00	
	409.15 · Theme Day Expense	1,500.00	
	409.16 · Housing Expense - Vendors/Entertainers	6,900.00	
	409.17 Miscellaneous		
	409.18 Service	750.00	
	<b>Total 409.00 · Fair Related Expenses</b>	<b>482,135.00</b>	
	<b>410.00 · Advertising &amp; Promotion-NonFair</b>		
	410.10 · Website		
	410.20 · Print Advertising		
	410.30 · Radio		
	410.00 · Advertising & Promotion-NonFair - Other		

# Administrative Structure:

Annual and Projected Budget for Operations,  
Maintenance, Capital Improvements and Recreational  
Programming (for UP State Fairgrounds - continued)

		<b>Total 410.00 · Advertising &amp; Promotion-NonFair</b>	<b>2,500.00</b>
		<b>411.00 · Authority Board Expenses--UPCAP</b>	
		411.01 · Board Travel	
		411.02 · Board Expenses & Meals	
		411.03 · D&O Insurance	
		411.04 · Audit	
		411.05 · Additional Expense	
		411.06 · Supplies	
		411.07 · Postage	
		411.08 · UPCAP Staffing	
		<b>Total 411.00 · Authority Board Expenses--UPCAP</b>	<b>20,500.00</b>
		412.00 · Management Agreement	54,000.00
		413.00 · Internet	2,000.00
		414.00 · Miscellaneous Expense	2,000.00
		414.01 · Premium Book Expense	2,525.00
		417.00 · Sponsorship Expense	
		418.00 · Bad Debt Expense	
		420.00 · Depreciation Expense	24,198.00
		421.00 · Equipment Rental	
		424.00 · Liquor Donation Expense	25,000.00
		425.00 · License & Fees (Add liquor license & DEG Fees)	2,110.00
		427.00 · Reimbursed Expense	
		428.00 · Non-Fair Gated Event Expenses	
		429.00 · Rental Expense	500.00
		66900 · Reconciliation Discrepancies	
		<b>Total Expense</b>	<b>1,062,834.00</b>
		<b>Net Ordinary Income</b>	<b>30,316</b>

# Recreation Inventory

(for Delta County Parks)

## Description of Methods Used to Conduct the Inventory

- ▶ Review of historical documents and personnel; current documents and personnel; and onsite inspections.

## Inventory of all Community Owned Parks and Recreation Facilities/Accessibility Assessment

- ▶ The Delta County Park’s recreational areas are: Pioneer Trail Park and Campground; Fuller Park and Campground; Rapid River Falls; Sac Bay Park; and Little Fish Dam River MDNR Access Site. These improved parks are traditional recreation areas provided to the citizens of and visitors to Delta County.

PARK Accessibility Assessment(*)	TYPE	SIZE	TYPICAL SERVICE AREA	PARK & RECREATION AREA DESCRIPTION	FACILITIES
Pioneer Trail Park and Campground (2)	Regional Park	73.6 acres	Entire County	Camping (99 sites); picnicking, access to Escanaba River; fishing; pavilion rentals; disc-golf course	Shower building; 3 restroom buildings; picnic area; pavilions; small boat launch; disc-golf course; 20 primitive sites; 79 modern sites; playground; ballfield; storage; maintenance shop; laundry; parks office; 2 dump stations
Fuller Park and Campground (2)	Regional Park	60 acres	Entire County	Camping (44 sites); fishing; unsupervised swimming (beach area)	Shower and restroom building; vault outhouses; 44 sites water and electric; dump station; flowing well; laundry
Rapid River Falls Park (2)	Community Park	80.0 acres	Entire County	Scenic view of Rapid River falls; picnicking; fishing; day-use park	Picnic area; vault toilets; grills; playground equipment; flowing well
Sac Bay Park (2)	Community Park	69 acres	Garden Peninsula	Scenic view of Lake Michigan; picnicking; fishing; unsupervised swimming; hiking	Vault outhouse; picnic area; grills; playground
Fish Dam Access Site (2)	Special Use	approximately 4 acres	Entire County	Boat launch for Big Bay de Noc	Under operation of Michigan Department of Natural Resources; picnic tables; vault outhouse; launch ramp

\*Facilities meeting Accessibility Guidelines: 1 = No facilities; 2 = Some; 3 = Most; 4 = Entire Park; 5 = The entire park was developed and renovated using the principles of universal design

# Recreation Inventory

(for UP State Fairgrounds)

## Description of Methods Used to Conduct the Inventory

- ▶ Review of historical documents and personnel; current documents and personnel; and onsite inspections.
- ▶ Review of historical documents and personnel supplied by the Michigan Department of Agriculture when property and facilities were transferred to the County.

## Inventory of all Community Owned Parks and Recreation Facilities/Accessibility Assessment

- ▶ Using the ADA Standards for Accessible Design, all physical exterior and interior facilities of the Upper Peninsula State Fairgrounds are considered to be somewhat accessible offering some, albeit limited paths of travel, ramps, and parking.
- ▶ Future improvements will allow removal of barriers that limit participation in recreation programs among persons with disabilities.

# Recreation Inventory:

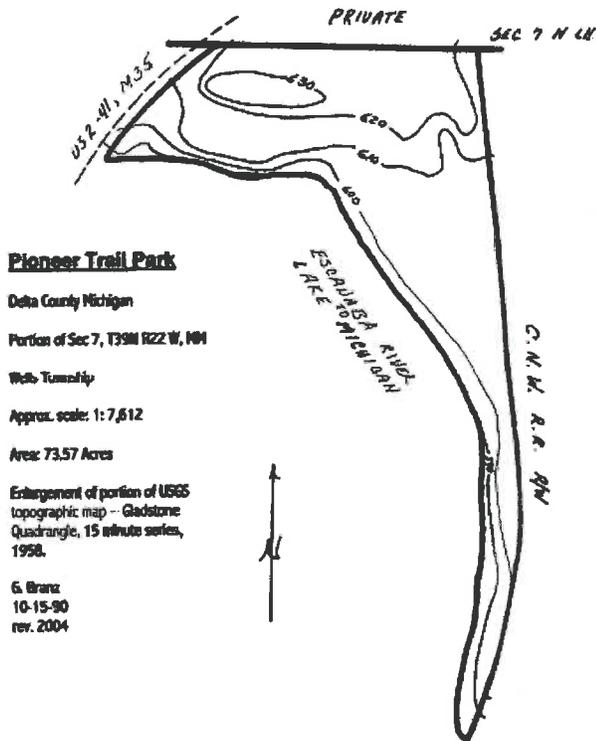
(for UP State Fairgrounds)

UPPER PENINSULA STATE FAIR  
ESCANABA, MICHIGAN

UPPER PENINSULA STATE FAIR BUILDING INFORMATION

<u>Building</u>	<u>Square Footage</u>	<u>Approx. Dimensions</u>	<u>Year Constructed</u>	<u>Cost</u>
1 Grandstand (3,350 seating cap.)	30,132	81' x 372'	1987	\$1,400,000
2 Temporary Office	1,250	25' x 50'	1951	13,000
3 Exhibition Building	24,000	120' x 200'	1974	257,000
4 Home & Fine Arts Bldg.	4,000	50' x 80'	1954	21,000
5 Horticulture Bldg.	3,850	55' x 70'	1960	16,000
6 Maintenance Shop	2,400	30' x 80'	1970	18,000
7 Restrooms	2,400	30' x 80'	1979	53,500
8 Dairy Cattle Barn	8,400	40' x 200'	1928	10,000
9 Milk House	600	20' x 30'	1928	3,000
10 Dairy Cattle Barn	8,400	40' x 200'	1928	10,000
11 Beef Cattle Barn	22,800	150' x 210'	1928	25,000
12 Youth Building	9,600	60' x 160'	1950	35,000
13 Dormitories	6,100	40' x 152'	1949	23,000
14 Dining Hall	2,800	40' x 70'	1949	15,000
15 Poultry Building	5,800	30' x 193'	1928	8,000
16 Sheep and Swine Barn	3,600	30' x 120'	1970	9,900
17 Junior Horse Barn	3,400	30' x 113'	1967	18,150
18 Steam & Gas Museum	5,000	50' x 100'	1986	85,000
19 Steam & Gas Village	82,125	Approx. 1.9 Acres		
20 Arena & Barn	32,200	140' x 230'	1988	475,000
21 Horse Show Ring	20,000	100' x 200'		
22 Horse Speed Barn	11,200	80' x 140'	1928	15,000

# Recreation Inventory: Location Map Pioneer Trail Park and Campground *(for Delta County Parks)*



# Recreation Inventory: Location Map Fuller Park and Campground *(for Delta County Parks)*

**Fuller Park**

Delta County, Michigan

Portion of Sec 26 & 27,  
T17N R24W, MN

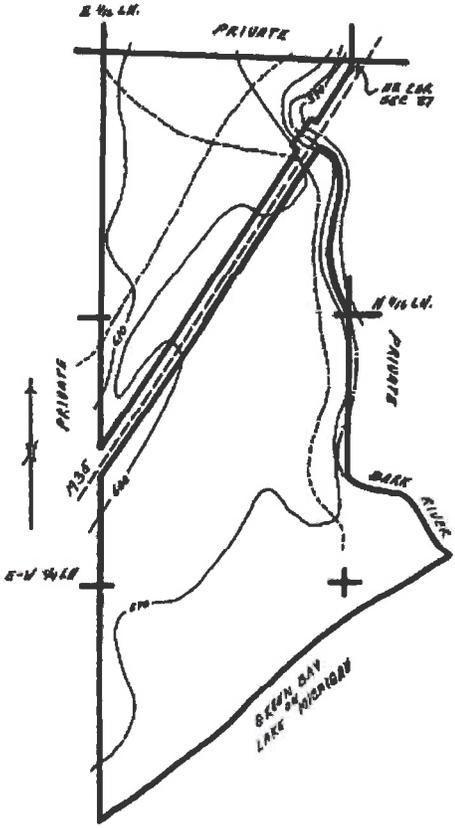
Ford River Township

Approx. Scale 1: 5,710

Area: 82.46 Acres

Enlargement of portion of USGS  
topographic map – Bark River  
Quad, 15 minute series, 1958  
and Escanaba Quadrangle,  
15 minute series, 1958.

G. Drax  
10-15-90  
rev. 2004





# Recreation Inventory: Location Map of Sac Bay Park

(for Delta County Parks)



## **Sac Bay Park**

Delta County, Michigan

Portion of Sec. 30, T38N R19W  
& Sec. 25 T38N R20W, MN

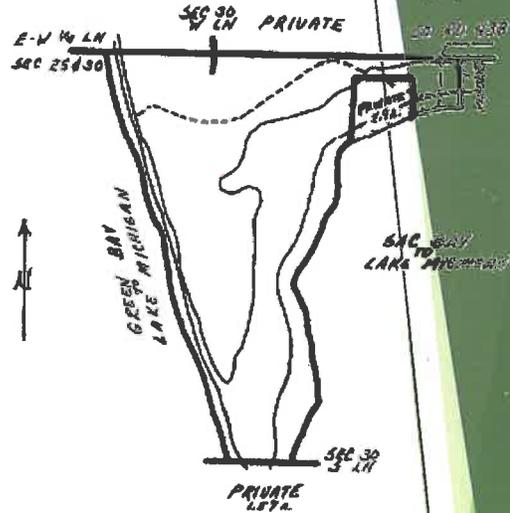
Fairbanks Township

Approx. Scale: 1:8,675

Area: 65.85 Acres

Enlargement of portion of USGS  
Topographic map Fayette  
Quadrangle 7.5 minute series.

G. Brunz  
10-16-90  
rev. 2004



# Recreation Inventory:

## Location Map of Fishdam River Access Site

*(for Delta County Parks)*



### **Little Fish Dam River Access Site**

Delta County

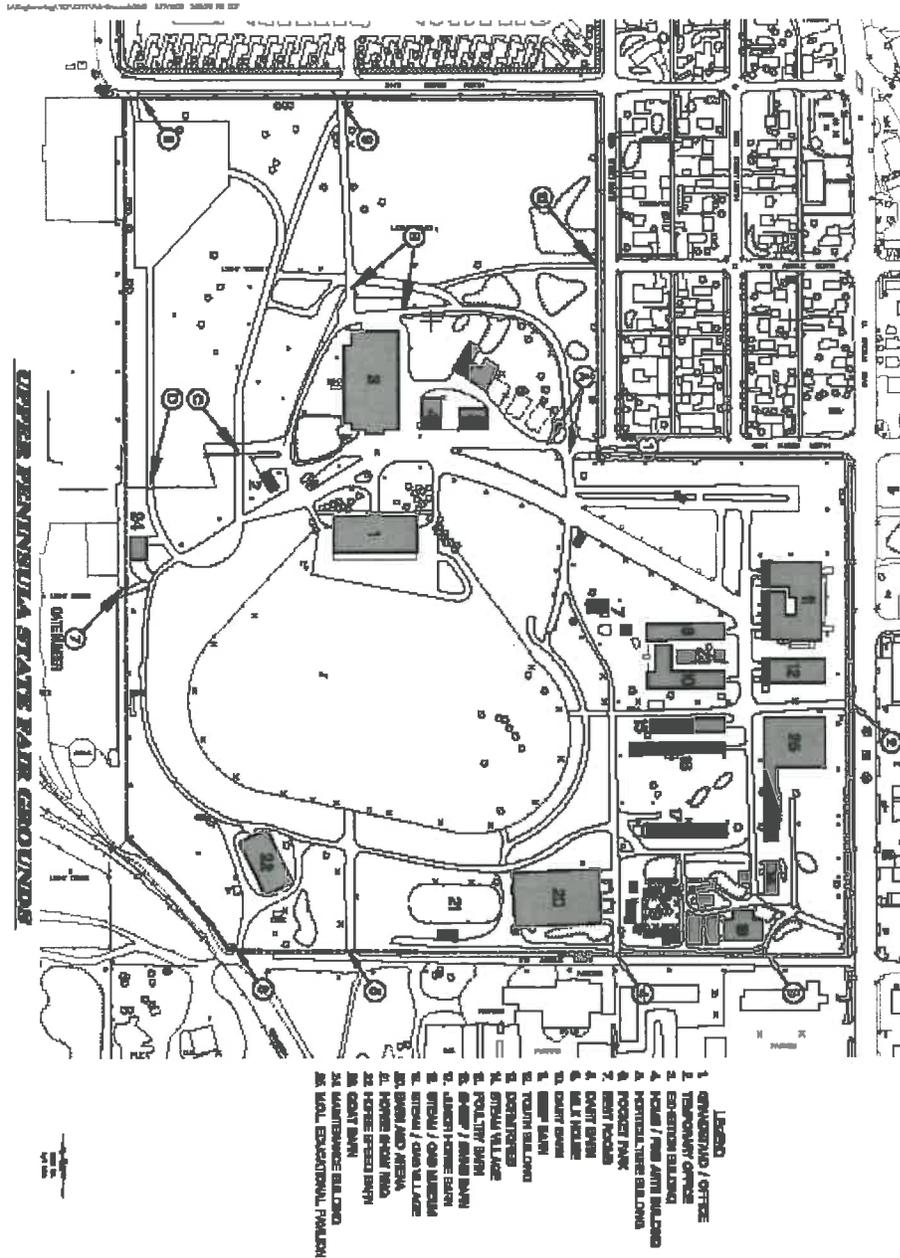
Part of Sec 33 T41N R18W, MM, GL1 SW1/4 NE1/4  
PRT of GL

Garden Township

Area: approximate 4 acres

Enlargement of portion USGS Topographic Map, Garden  
Quadrangle 15 minute series

# Recreation Inventory: Location Map of Buildings (for UP State Fairgrounds)



# Recreation Inventory:

## Status Report for all Grant-Assisted Parks and Recreation Facilities

(for Delta County Parks and UP State Fairgrounds)

Year	Grant Number/ Name	Park	Acquisition/ Development	Project Description	Status
1986	TF86-149 Fuller Park Expansion	Fuller Park	Acquisition \$67,500	To acquire 12.5 acres of land which borders an existing county park and will expand the Great Lakes shoreline and river frontage of the park.	Closed
1989	TF89-083 Fuller Park Phase 1	Fuller Park	Development \$225,000	Develop 25 site campground picnic shelter, trails, and support facilities on Lake Michigan and the Bark River.	Closed
1991	BF91-151 Pioneer Trail Park Shower Upgrade	Pioneer Trail Park	Development \$105,000	Construct a modern restroom-shower building, servicing campers at Pioneer Trail Park.	Closed
1999	CM99-003 Rapid River Falls Upgrade	Rapid River Falls Park	Development \$51,800	Construction of toilet buildings, parking, grills, well and accessible river viewing walkway at this county park.	Closed
2010	TF10-144 Sac Bay Land Acquisition	Sac Bay Park	Acquisition \$90,000	Acquisition of 2.9 acres, including 411 feet of Lake Michigan shoreline, located within Sac Bay Park.	Closed
2012	TF12-116 Pioneer Trail Park Pavilion	Pioneer Trail Park	Development \$50,000	Development to include an enclosed pavilion with side doors	Closed

**UP State Fairgrounds:**  
**2015 - Upper Peninsula State Fair -**  
**Development Status: Open, agreement received**

# Description of Planning Process

*(for Delta County Parks and UP State Fairgrounds)*

- ▶ The Delta Conservation District and the Board of Commissioners took a Systems Approach to planning. By assessing the needs of the community through surveys, public forums, year-long individual input from residents and visitors, media (radio and newspaper) and by determining the deficiencies and opportunities within the park inventory, a framework was created for maximizing available resources to conserve and enhance the Delta County Parks.

# Description of Public Input

## Process *(for Delta County Parks and UP State Fairgrounds)*

### **Description of the Method(s) Used to Solicit Public Input Before or During Preparation of the Plan, Including a Copy of the Survey or Meeting Agenda and a Summary of the Responses Received**

- ▶ The Delta Conservation District Board of Directors convenes the second Tuesday of every month to discuss and render decisions regarding the policies and procedures for the parks system. These meetings are open to the public, held in an open facility and conducted in complete compliance with the Open Meetings Act 1976 PR 267 MCL 15.261-15.275. Notice of said meetings is posted at the principal location as well as on the Delta CD website. Public comment and suggestions are always considered by the Board and have been influential in the initial composition of the 5 Year Park Plan Draft.
- ▶ Informal sessions held to address public concerns.
- ▶ On Saturday, December 5, 2015, the (WDBC 680) Real Outdoor Radio host and the Delta CD CEO, Rory Mattson, with park employee co-hosts, dedicated 1.5 hours to discussing the Park Plan Draft with the listening audience. An announcement of an upcoming meeting (December 9, 2015) was provided several times throughout the show, as well as opportunity for public input through the form of suggestions and comments via telephone calls. Additional radio announcements were done on: January 6, 2016.
- ▶ On December 9, 2015, a public input meeting was held at the Delta Conservation District. An initial plan drafted from the suggestions and ideas collected from the regular board meetings, as well as from the seasonal comment cards, was presented to the attendees. The contents thereof was discussed and a revised draft plan was composed as a result of this meeting. This draft plan was then published for review and an online survey was created.
- ▶ A request to complete an online survey was emailed to the 2015 season campers who provided email addresses to the park staff. The survey received an estimated 30% response rate; however a link to the survey was also posted online and could account for some of the responses.

# Description of the Input

## Process: Minutes from Public Meeting, December 9<sup>th</sup>, 2015

### Park Meeting

December 9, 2015

13:00

Pioneer Trail Park Office (Delta CD Office)

**Meeting called by:** R Mattson  
**Timekeeper:** L Mathews  
**Type of meeting:** 5 Year Park Plan Public Input  
**Note taker:** L Mathews

**Attendees:** County Commissioner J Malnar, County Commissioner M Harrington, V Micheau, R Mattson, S Wery, L Mathews, B Herioux, and members of the PUBLIC

#### *Minutes*

**Agenda item:** UP State Fairgrounds  
**Presenter:** V Micheau

**Discussion:**

V Micheau will prepare the UP State Fairgrounds part of plan and it will be attached to the main plan as an appendix.

**Issues:**

No Public Concerns.

**Agenda item:** Pioneer Trail Park  
**Presenter:** S Wery

**Discussion:**

Identify issues concerning this Delta County Park.

**Issues:**

- Add additional rustic sites and/or cabins
- Alternate road development (shifting existing gravel road to boat launch into the woods).
- Splash pad – new fence and well
- Disc-golf course completion
- Volleyball court
- Basketball court
- Horseshoe area
- Interpretive education activities
- New sign for entrance
- Continue bike path along US Highway 2, 41 and M35
- Tree planting
- Maintenance equipment garage
- Woodshed
- Hard surface road
- WiFi-deck with picnic tables (around office)

**Agenda item:** Fuller Park and Campground  
**Presenter:** S Wery

**Discussion:**

Delta County 5 Year Recreation Plan

Identify issues concerning this Delta County Park.

# Description of the Input

## Process: Minutes from Public Meeting, December 9<sup>th</sup>, 2015 (Page 2)

### Issues:

- Rustic sites (6)
- Small pavilion
- New playground
- New sign for entrance
- Hard surface road
- Volleyball court on the beach
- Possible property acquisition on south end of park
- Improve river accessibility

---

**Agenda item:** Rapid River Falls Park

**Presenter:** R Mattson

### Discussion:

Identify issues concerning this Delta County Park.

### Issues:

- Create and establish ORV/ATV theme park
- Rustic camping (up to 25 sites)
- Well reconstruction for aesthetic value
- Construct gazebo and/or small pavilion
- New playground equipment
- Gravel road
- Develop ORV/ATV trails
- New sign for entrance
- Fence and posts

---

**Agenda item:** Sac Bay Park

**Presenter:** S Wery

### Discussion:

Identify issues concerning this Delta County Park.

### Issues:

- Rustic camping and lakeside cabins
- Playground equipment
- Beach improvement
- Landscaping
- Rock barrier to beach
- Small pavilion
- New well
- 2 outhouse vaults
- New sign at the entrance

---

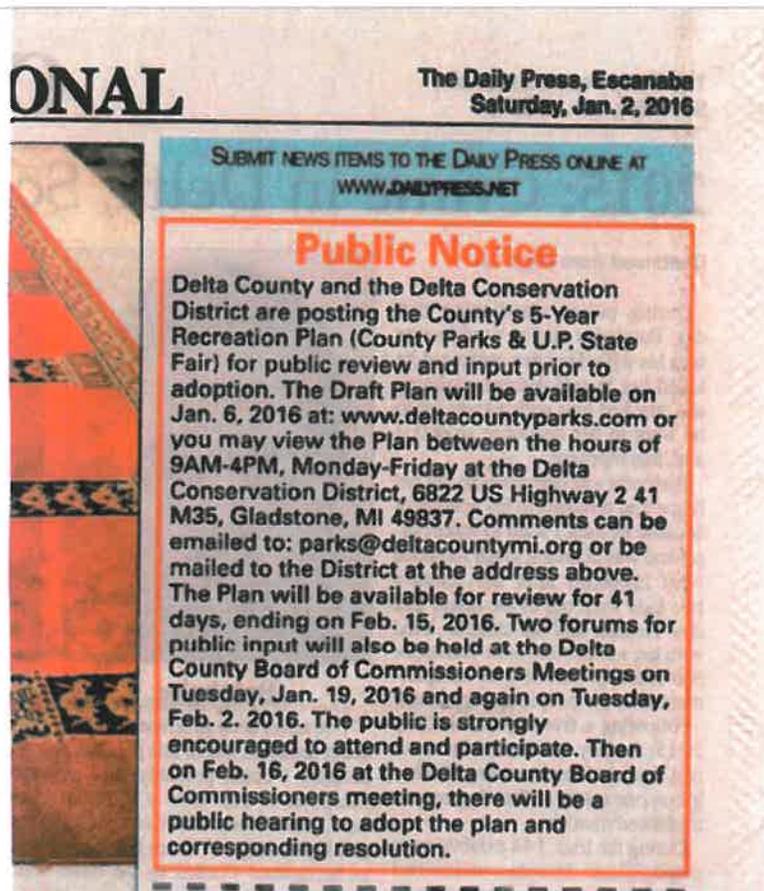
## Other Information

### Special notes:

Little Fish Dam to remain same.

# Description of the Input

## Process: Copy of Notice of Availability of the Draft Plan for Public Review and Comment



#### Date of the Notice

- ▶ January 2, 2016

#### Type of Notice

- ▶ Notice of Draft Plan Public Review

#### Name of Newspaper

- ▶ The Daily Press, Escanaba (serving Delta County)

#### Plan Location

- ▶ Delta Conservation District, 6822 US Highway 2 41 M35, Gladstone, MI 49837
- ▶ [www.deltacountyparks.com](http://www.deltacountyparks.com)

#### Duration of Draft Plan Public Review Period (Must be at least 30 days)

- ▶ January 6<sup>th</sup>, 2016 to February 15, 2016 (41 days)

# Description of the Input Process: Copy of News Article



## Delta County

# Public forums set for parks plan

By Jordan Block  
jblock@dailypress.net

### At a glance

- The Delta County Board of Commissioners will host public forums on the Delta County Parks and Campgrounds' proposed five-year plan during its Jan. 29 and Feb. 2 meetings.
- According to Delta Conservation District Executive Director Rory Mathison, the proposed plan focuses primarily on improvements to Sac Bay Park and Rapid River Falls Park.

ESCANABA — The Delta County Board of Commissioners will host public forums on the Delta County Parks and Campgrounds' proposed five-year plan during its Jan. 19 and Feb. 2 meetings.

According to Delta Conservation District Executive Director Rory Mathison, the proposed plan focuses primarily on improvements to Sac Bay Park and Rapid River Falls Park. This is due to the lack of emphasis given to those parks in recent years.

"There really hasn't been much done there beyond some maintenance and things," he said.

At Rapid River Falls, located north of Rapid River on U.S. 41, the biggest improvement would be the addition of a "theme park" for off-road and all-terrain vehicle riders. There, they would be able to ride their vehicles and would have access to some marked trails. Other improvements listed in the plan for Rapid River

Falls Park include the addition of up to 25 rustic camping sites, the construction of a gazebo or arbor pavilion, and the installation of new playground equipment.

Sac Bay Park, located in the southern Garden Peninsula, would receive some quieter upgrades. One of the biggest improvements

scheduled for this park is the rework of its beach area.

"We're trying to fix and improve the recreation area on the beach," Mathison said.

Rustic camping sites and deluxe cabins may also be added to the park.

"You could go there and rent a cabin right on Lake Michigan," he said.

Though they are not top priorities in the proposed five-year plan, Mathison said some relatively small changes could also be made in Peninsula Trail Park north of Escanaba and Pulley Park and Campground in southern Delta County under the plan.

See PARKS on page 11A

11A

## Parks: 5-year plan

Continued from page 1A

The former would receive a new "splash pad," new rustic camping sites and/or cabins, and the completion of its disc golf course, among other additions.

The latter may be given upgrades including six new rustic camping sites, a new playground, and a small pavilion.

Mathison said he and other

members of Delta County Parks and Campgrounds hope residents share their opinions on the five-year plan in the coming weeks.

"We're encouraging the public to show up at the county board meetings... to give us input," he said.

To view a presentation on the proposed five-year plan, visit Delta County Parks and Campgrounds' website at [www.deltacountyparks.com](http://www.deltacountyparks.com).

### Date of the Notice

January 16<sup>th</sup>, 2016

### Type of Notice

Article regarding upcoming public input meetings and 5 year park plan.

### Name of Newspaper

The Daily Press, Escanaba (serving Delta County)

# Description of the Input Process: Copy of News Article

Wednesday  
January 20, 2016  
www.dailypress.net

## DAILY PRESS

Vol. 107 No. 268

Your Local News Leader

### Delta County

## Board hears plans for county parks

By Jordan Beck  
jbeck@dailypress.net

ESCANABA — Delta Conservation District Executive Director Kury Mattson spoke about goals for Delta County's parks and campgrounds — including an ATV theme park — while reviewing a proposed five-year plan at Tuesday's Delta County Board of Commissioners meeting.

Mattson said one of the most important functions of the proposed plan is the role it could play in creating a stable, long-term funding source for the county's parks system.

Under the current proposal, the property formerly used for Fish Dam Park in Garden Township would be put up for bids.

The money from this sale would be used to apply for a matching grant from the Michigan Trust Fund. If the Delta County Parks and Campgrounds Department is successful in applying for this grant, it will buy a parcel of land from Plum Creek Timber.

That, any profits made by selling the timber grown on this parcel would go toward funding the parks. "It's always been the number one goal of mine, to try to leave with that intact so these parks will have continued funding — hopefully, forever," Mattson said.

See BOARD on page 3A

## Board: 5-year plan for county parks

Continued from page 3A

Aside from this, Mattson said the plan's primary focus is on making improvements to Sac Bay Park in the southern Garden Peninsula and Rapid River Falls Park. In its current state, the five-year plan calls for the addition of a "theme park" for off-road and all-terrain vehicle riders at Rapid River Falls Park and the revamp of Sac Bay Park's beach area.

The proposed plan touches on some potential improvements for Gladstone's Pioneer Trail Park and southern Delta County's Fuller Park, as well. For Fuller Park, Mattson said new rustic camping sites and a small pavilion could be installed. Pioneer Trail Park could receive new rustic camp-

ing sites and a splash pad.

"This is something we're seriously looking at," he said.

One of the most heavily discussed goals listed in the proposed plan was the completion of Pioneer Trail Park's disc golf course. During public comment, members of the Escanaba-based Smokin' Chains Disc Golf Club voiced their concerns regarding the course's tee pads. They specifically mentioned the choice to install course signage before tee pads and the usage of a specialized gravel-sand blend on the pads instead of concrete.

"The signs didn't necessarily have to come first for the course," Smokin' Chains member Austin Neveau said. "The tee pads would have been a better start for functional

play."

Mattson said he hopes to be able to put in the remaining tee pads by the end of May; however, he chose to initially focus on putting up signage for the course's holes so that park visitors would be able to play without becoming confused. As for the choice of material, he said using concrete would have been logistically infeasible and expensive.

Since the U.P. State Fair Authority is required to go through the county's parks system for grant requests, Executive Director of the Delta County Chamber of Commerce Vickie Micheau also spoke about its plans during this part of the meeting. She said the authority hopes to bury fair-ground power lines and make

improvements to its equestrian building in the near future, among other projects.

A second public forum on the five-year plan will be held during the board of commissioners' meeting on Feb. 2. The board will then vote on adopting the plan on Feb. 16.

In other business, the board: — approved a request from the jail committee to look into applying for loans for the jail from the U.S. Department of Agriculture. A series of committee of the whole meetings about the jail project will also be held.

— cancelled its March 1 meeting due to scheduling conflicts with the Michigan Association of Counties' 2016 Legislative Conference.

### Date of the Notice

January 20<sup>th</sup>, 2016

### Type of Notice

Article regarding public input meeting.

### Name of Newspaper

The Daily Press, Escanaba (serving Delta County)

# Overall Goals and Objectives:

## (for Delta County Parks)

### Mission Statement of Delta County Parks and Campgrounds

*"It is the mission of the Delta County Parks and Campgrounds to provide safe, enjoyable, educational, cost effective and environmentally friendly public recreational opportunities for the residents of, and visitors to, Delta County."*

#### **Build long-term financial stable base.**

- ▶ Strategies affecting overall goal:
  - ▶ Timberland acquisition for sustainability
  - ▶ Grants
  - ▶ County appropriation
  - ▶ Park endowment
  - ▶ Yearly fundraisers
  - ▶ Property development
  - ▶ Donations
  - ▶ Millage
  - ▶ Citizen support

#### **Timberland acquisition**

- ▶ Strategies affecting overall goal:
  - ▶ Identify soil and timber cover types to achieve maximum financial return in short harvest cycles
  - ▶ Identify possible sellers
  - ▶ Apply to Michigan Trust Fund for financial assistance

#### **Provide interpretive programs in the parks.**

- ▶ Strategies affecting overall goal
  - ▶ Develop supportive partnerships
  - ▶ Increase public support for overall park goals
  - ▶ Provide historical, natural, cultural, outdoor, educational opportunities

#### **Improve and expand camping facilities.**

- ▶ Strategies affecting overall goal
  - ▶ Increase revenues
  - ▶ Increase occupancy
  - ▶ Promote outdoor activities
  - ▶ Provide maximum amenities
  - ▶ Provide and increase rustic/modern camping opportunities

#### **Improve and expand recreational opportunities.**

- ▶ Strategies affecting overall goal
  - ▶ Create new programs/activities
  - ▶ Playground/sports/facilities
  - ▶ Optimize adjacent water resources
  - ▶ Host/expand community events
  - ▶ Increase winter opportunities/usage

#### **Yearly and long-term park evaluation and planning processes.**

- ▶ Strategies affecting overall goal
  - ▶ Yearly work plan with quarterly reviews
  - ▶ Evaluate strategies affecting goal(s)
  - ▶ Board and staff responsibilities
    - ▶ Identify short-term/long-term goals
    - ▶ Create and implement action item responsibilities for the Board and Park staff.

#### **Create marketing program**

- ▶ Strategies affecting overall goal
  - ▶ Public awareness
  - ▶ Advertising
  - ▶ Promotion

# Goals and Objectives:

## Pioneer Trail Park and Campground

(for Delta County Parks)

### General Description

Pioneer Trail Park and Campground is a 73.57 acre park fronted by US Highway 2, 41 and M35 and along the Escanaba River. This park has a strong recreation tradition among county residents and its visitors. There are several picnic and playground areas, large and small pavilions, and a boat launch. The campground offers 20 tent/primitive sites and 79 RV/electrical sites with picnic tables and fire pits: the RV/electrical sites have 20-30-50 amps, and all include water. Amenities available to guests include showers/flush toilets, ice, firewood, vending machines, candy store, limited-Wi-Fi, two dump stations, picnic and playground areas, ball field, disc-golf course, and shoreline fishing on the Escanaba River.

### Overall goal

*To continue to improve and provide better quality modern and rustic camping, daily recreation and interpretive education in a natural setting.*

### General Objectives

- ▶ **Camping:** Attract additional visitors and to increase capacity for more camping opportunities.
- ▶ **Daily Recreational:** Improve opportunities to enhance potential, especially along the Escanaba River.
- ▶ **Interpretive Education:** Improve opportunities for recreational and cultural education of outdoor natural resources.
- ▶ **Marketing:** Improve opportunities for increased awareness of and become the “Destination for south/central Upper Peninsula camping” near an urban area.

### Identified Issues/work plans to accomplish overall goals

- ▶ Add additional rustic sites and/or cabins
- ▶ Alternate road development (shifting existing gravel road to boat launch into the woods).
- ▶ Splash pad - new fence and well
- ▶ Disc-golf course completion
- ▶ Volleyball court
- ▶ Basketball court
- ▶ Horseshoe area
- ▶ Interpretive education activities
- ▶ New sign for entrance
- ▶ Continue bike path along US Highway 2, 41 and M35
- ▶ Tree planting
- ▶ Maintenance equipment garage
- ▶ Woodshed
- ▶ Hard surface road
- ▶ WiFi-deck with picnic tables (around office)

# Goals and Objectives: Fuller Park and Campground (for Delta County Parks)

## **General Description**

This regional 82.46 acre parcel is fronted by State Highway M35 and is 15 miles south of Escanaba. The park is on the Bark River and Lake Michigan. Fuller Campground has 44 water and electric sites (50 AMPS) and is a favorite of the local community as a lakeside camping area.

## **Overall goal**

*To continue to improve and provide better quality modern and rustic camping, daily recreational opportunities in a quiet, aesthetic environment.*

## **General Objectives**

- ▶ **Camping:** Attract additional visitors and to increase capacity for more camping opportunities.
- ▶ **Recreational:** Improve opportunities to enhance potential, especially along the Bark River.
- ▶ **Aesthetic environment:** Visual impact and usability
- ▶ **Marketing:** Improve opportunities for increased awareness of and become the “Destination for south/central Upper Peninsula camping” focusing on a more natural, quiet, outdoor camping experience.

## **Identified Issues/work plans to accomplish overall goals**

- ▶ Rustic sites (6)
- ▶ Small pavilion
- ▶ New playground
- ▶ New sign for entrance
- ▶ Hard surface road
- ▶ Volleyball court on the beach
- ▶ Possible property acquisition on south end of park
- ▶ Improve river accessibility

# Goals and Objectives:

## Rapid River Falls Park

(for Delta County Parks)

### General Description

This 80 acre park is just off US Highway 41 in northern Delta County. The park rests at the foot of several small rapids created by limestone bedrock. County residents use Rapid River Falls Park for picnics, gatherings and outdoor weddings. This park is also used by travelers along the highway as a rest stop between Escanaba and Marquette.

### Overall goal

*To provide and implement recreational opportunities and create theme camping.*

### General Objectives

- ▶ **Recreational:** Improve opportunities for enhanced recreational potential for identified unique and/or specified interest activities.
- ▶ **Camping:** Directed toward the activities identified in the Recreational objective.
- ▶ **Marketing:** Directed only toward the activities identified in the Recreational objective.

### Identified Issues/work plans to accomplish overall goals

- ▶ Create and establish ORV/ATV theme park
- ▶ Rustic camping (up to 25 sites)
- ▶ Well reconstruction for aesthetic value
- ▶ Construct gazebo and/or small pavilion
- ▶ New playground equipment
- ▶ Gravel road
- ▶ Develop ORV/ATV trails
- ▶ New sign for entrance
- ▶ Fence and posts

# Goals and Objectives:

## Sac Bay Park *(for Delta County Parks)*

### **General Description**

This 65.85 acre community park in the southern portion of the Garden Peninsula. It is accessed by County Road 438, and is fronted by Big Bay de Noc on Lake Michigan. Primarily used during the summer months, local residents use the park for day picnics and gatherings.

### **Overall goal**

*Create and implement partnership driven rustic camping and increased recreational day activities, protecting the natural outdoor setting.*

### **General Objectives**

- ▶ Day Recreation: improve opportunities to enhance recreation potential, especially along Sac Bay.
- ▶ Camping: Create rustic camping opportunities.
- ▶ Marketing: Improve opportunities for increased awareness of and become the “Destination on the Garden Peninsula” for camping through a cooperative partnership with Fairbanks Township.

### **Identified Issues/work plans to accomplish overall goals**

- ▶ Rustic camping and lakeside cabins
- ▶ Playground equipment
- ▶ Beach improvement
- ▶ Landscaping
- ▶ Rock barrier to beach
- ▶ Small pavilion
- ▶ New well
- ▶ 2 outhouse vaults
- ▶ New sign at the entrance

# Goals and Objectives:

## Fish Dam River Access *(for Delta County Parks)*

### ***General Description (Fish Dam River Access)***

Fish Dam River Access is a four acre parcel boat launch on Big Bay de Noc in Garden Township, on the south side of US Highway 2; leased to the Department of Natural Resources by a 25 year lease. The term of the current lease ends on November 30, 2028. The Michigan Department of Natural Resources operates a boat launch facility there.

# Goals and Objectives:

## UP State Fairgrounds

### Facility Improvements

#### Upper Peninsula State Fairgrounds

#### Facility: Upper Peninsula State Fairgrounds Grounds, Roadways and Utilities

#### Assessment:

- General grounds in good condition.
- Parking area between Grandstand/Office and Exhibition Building needs replacement/expansion for trade show/customer parking.
- Additional commercial space needed for fair requires installation of about 600 feet of additional asphalt roadway.
- Other existing roadways require sealing and repair to prevent further damage and maintenance expense.
- Expand electrical system along machinery row to accommodate additional commercial activities.
- The existing water system is not capable of adequately supporting large events. Loss of water pressure occurs regularly during fair related events. Expansion/upgrades would include:
  - Replacement of existing water lines with large lines capable of maintaining water pressure during time of peak water usage.
  - Addition of sewer lines in Pocket Park Campground to provide some full service campsites.
  - Addition of water lines in expanded commercial exhibit area.
- The existing public address system must be upgraded to maximize use during fair and non-fair events. The present system works intermittently in some areas. The fairgrounds is a designated emergency shelter location for Delta County requiring improved communication throughout the grounds.

Facility: General Grounds	2016	2017 - 2020	2021
Resurface existing asphalt roadways		\$680,000	\$60,000
Bury power lines on Midway		\$100,000	
Installation of new public address system		\$135,000	
<b>General Grounds Projects Total</b>		<b>\$915,000</b>	<b>\$60,000</b>

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

### Facility: Grandstand and Office (Building 1)

#### Assessment:

- Roof structure over office leaks and damages ceiling tiles, internal walls and carpet.
- Poor grading allows water to seep in during heavy rain events or freeze/thaw cycles resulting in damage to carpet and annual flooding of the offices.
- Sealant between sections of seating is aging and allowing water to leak through to the enclosed concession area of the grandstand.
- Structural steel on the underside of the grandstand shows signs of rust and needs to be sandblasted and painted.
- The fire suppression system is corroding from the inside out. Failure to replace 5” diameter pipe could result in the inability to use the space for public events.
- Mechanical system is adequate.
- Electrical system is adequate.
- The water/sewer service to the building is adequate.

Building # 1	2016	2017 - 2020	2021
Reseal sections of grandstand		\$10,000	
Convert Fire Suppression to Wet System		\$20,000	
Paint Restrooms	\$800		
Grandstand Speakers	\$8,000		
Replace damaged sound deadening insulation in back wall of seating	\$1,500		
<b>Grandstand and Office Building #1 Total</b>	<b>\$10,300</b>	<b>\$30,000</b>	

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Ruth Gibson Butler Exhibition Building (Building 3)**

**Facility Size: 24,000 sq. ft.**

**Assessment:**

- This building is designated as an emergency shelter and reception area in the Delta County Emergency Management Plan.
- Roof structure leaks. Needs replacement and insulation.
- Fire suppression system is similar to grandstand system. Replace with a permanently charged system.
- Paint building exterior.
- Overall condition is good.
- Heating system is aged and inefficient. Furnaces should be replaced.
- Fire suppression system needs upgrading to reduce long-term maintenance costs.
- Electrical system is adequate.
- Light system is old and inefficient. Upgrade lighting to more energy efficient system would reduce annual utility cost.
- The water/sewer service to the building is adequate.

Building #3 Ruth Butler Building	2016	2017 - 2020	2021
Replace roof with insulated/rubberized system		\$350,000	
Replace Furnaces Lobby and Restrooms			\$8,000
Exterior Painting		\$12,000	
Replace inefficient lighting with high efficient compact florescent		\$25,000	
New ceiling tile in lobby and kitchen	\$4,000		
Weather stripping on all doors	\$1,200		
New venting system		\$20,000	
Construct a portable and storable wet bar, complete with water, sinks, refrigeration, taps, beverage container storage, back display wall, and beverage and ice storage		\$1,500	
<b>Ruth Butler Exhibition Building #3 Total</b>	<b>\$5,200</b>	<b>\$408,500</b>	<b>\$8,000</b>

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Fine Arts Building (Building 5)**

**Facility Size: 3,850 sq. ft.**

**Assessment:**

- Interior walls need painting.
- Overall condition is good.
- Replace concrete approach in front of overhead door – concrete has settled making the entrance into the building uneven creating a trip hazard and making certain locations in the entrance non ADA compliant.
- Heating system is sufficient. Addition of an air conditioning system would make the building more attractive for summer receptions, events.
- Electrical system is adequate.
- The water/sewer service to the building is adequate with the exception of fair week. To resolve the fair usage issue, the sewer line should be upgraded from 3 inches to 4 inches. This is a large project that will require removal of concrete in the interior and the exterior and removal of part of the road way located in front of the building.

Building #5 Fine Arts (Red Barn)	2016	2017 - 2020	2021
Upgrading sewer line/check pipe	\$500	\$10,000	
Re-paint floor	\$1,000		
<b>Fine Arts Building #5 Total</b>	<b>\$1,500</b>	<b>\$10,000</b>	

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: DNR Pocket Park (Building 6) and Campground**  
**Facility Size: 3,850 sq. ft.**

**Assessment:**

- Park and landscaping in excellent condition.
- Overall building condition is excellent.
- MDNR is responsible for maintenance of the park and building.
- Mechanical systems are sufficient.
- Electrical system is adequate.
- The water/sewer service to the building is adequate.
- Restroom with showers that meet universal design access should be constructed in main camping grounds adjacent to Pocket Park.

DNR Pocket Park Campground	2016	2017 - 2020	2021
Construction of rest rooms with showers		\$80,000	
Sewer Upgrade		\$5,000	
<b>Pocket Park Campground</b>		<b>\$80,000</b>	

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Midway Restrooms>Showers (Building 7)**  
**Facility Size: 2,400 sq. ft.**

**Assessment:**

- Overall condition is good.
- Paint peels on inside walls every winter. Applying rhino lining to restrooms would eliminate annual painting cost.
- Mechanical system is sufficient.
- Electrical System is adequate.
- The water/sewer service to the building is adequate.

<b>Building #7 Midway Restrooms&gt;Showers</b>	<b>2016</b>	<b>2017 - 2020</b>	<b>2021</b>
New interior and exterior lighting	\$1,800		
Replace or repair door on Women's Rest Rooms	\$400		
<b>Midway Restroom&gt;Showers Building #7 Total</b>	<b>\$2,200</b>		

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Dairy Barn (Building 8)**

**Facility Size: 8,400 sq. ft.**

**Assessment:**

- Overall condition is fair – the structure needs a new roof.
- Electrical System is adequate.
- Water/sewer service to the building is in need of an upgrade to handle fair week demands. A new supply line needs to be installed.

<b>Building #8 Dairy Barn</b>	<b>2016</b>	<b>2017 - 2020</b>	<b>2021</b>
Replace roof by contractor		\$30,000	
Repair leaking roof and gable ends on show ring		\$1,000	
<b>Dairy Barn Building #8 Total</b>		<b>\$31,000</b>	

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

### Facility: Milk House (Building 9)

Facility Size: 600 sq. ft.

#### Assessment:

- Overall condition is good.
- Heating system is sufficient. Addition of an air conditioning system would make the building more attractive for summer receptions, events.
- The water/sewer service to the building is adequate.

Building #9 Milk House	2016	2017 - 2020	2021
Add new entrance door		\$500	
<b>Milk House Building #9 Total</b>		<b>\$500</b>	

### Facility: Sheep and Goat Barn (Building 10)

Facility Size: 8,400 sq. ft.

#### Assessment:

- Show ring roof needs replacement with enclosure of gable end and installation of metal fascia.
- Roof needs replacement.
- Overall condition is good.
- Electrical system is adequate.
- The water/sewer service to the building is not adequate.

Building #10 Sheep and Goat Barn	2016	2017 - 2020	2021
Show ring replace roof, enclose gable end and fascia			\$7,000
Replace roof by contractor		\$21,000	
Install new 1" water line to building		\$ 1,200	
<b>Sheep and Goat Building #10 Total</b>		<b>\$22,000</b>	<b>\$7,000</b>

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Beef Barn (Building 11)**

**Facility Size: 22,800 sq. ft.**

**Assessment:**

- Sound system in the show ring is inadequate.
- Electrical system is adequate.
- The water/sewer service to the building is in need of an upgrade. Water pressure fluctuates during the fair – a new supply line needs to be installed.
- Show ring needs fascia installed to prevent further deterioration of wooden structure.
- Replace restrooms and showers that are in very poor condition and not ADA compliant.
- Access door to show ring in poor condition.
- Overall condition is fair.

<b>Building #11 Beef Barn</b>	<b>2016</b>	<b>2017 - 2020</b>	<b>2021</b>
Replace existing restrooms/showers with ADA compliant facility at new location			\$50,000
Enclose gable ends and install fascia on show ring		\$2,500	
Upgrade sound system in show ring		\$3,500	
Upgrade water supply	\$2,000		
Remove restrooms and install two new 12 foot doors in front of building for better storage access			\$4,000
Extend beef ring roof over seating area (West)		\$3,500	
<b>Beef Barn Building #11 Total</b>	<b>\$2,000</b>	<b>\$9,500</b>	<b>\$54,000</b>

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Hog Barn (Building 12)**

**Facility Size: 9,600 sq. ft.**

**Assessment:**

- Overall condition is good.
- Due to the large number of hog entries and lack of pen space an addition to the building would result in more exhibits and could be used for additional winter storage.
- Restrooms are not ADA compliant – compliance will require widening doorways, new ADA compliant sinks, stalls, and toilets.
- New exhaust fans need to adequately ventilate building.
- Electrical system is adequate.
- The water/sewer service to the building is adequate.

Building #12 Hog Barn	2016	2017 - 2020	2021
ADA restroom renovations		\$25,000	
Install 3 power vents in roof		\$3,000	
Replace front sliding door with overhead and man door	\$2,500		
<b>Hog Barn Building #12 Total</b>	<b>\$2,500</b>	<b>\$28,000</b>	

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

### Facility: Horse Barn and Indoor Arena (Building 20)

Facility Size: 32,200 sq. ft.

Assessment:

- Add indoor sprinkler system to control dust during horse shows.
- Upgrade public address system.
- Overall condition is good.
- Electrical system is adequate.
- The water/sewer service to the building is adequate.

Building #20 Horse Barn and Arena	2016	2017 - 2020	2021
Overhead sprinkler system to water arena floor		\$5,000	
New PA Equipment		\$3,500	
Repair some interior stalls yearly expense	\$500		
Rebuild riding surface inside of building		\$25,000	
<b>Horse Barn Building #20 Total</b>	<b>\$500</b>	<b>\$33,500</b>	

### Facility: Goat Barn (Building 23)

Facility Size: 1,440 sq. ft.

Assessment:

- Overall condition is poor, base of building is deteriorating as it is wood on a concrete slab
- Demolish and construct a new building.
- Electrical system is adequate.
- The water/sewer service to the building is adequate.

Building #23 Goat Barn	2016	2017 - 2020	2021
Replace existing Building			\$20,000
<b>Goat Barn Building #23 Total</b>			<b>\$20,000</b>

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Miracle of Life Educational Pavilion (Building 25)**

**Facility Size: 16,800 sq. ft**

**Assessment:**

- Building constructed in 2012 so overall condition is excellent.

Building #25 Miracle of Life Educational Pavilion	2016	2017 - 2020	2021
Finish interior walls up to 8' with plywood and paint East and South		\$1,500	
<b>Miracle of Life Educational Pavilion Building #22 total</b>		<b>\$1,500</b>	

# Goals and Objectives:

## UP State Fairgrounds (continued)

### Facility: Proposed Multi Use Building to include Upper Peninsula Veteran's Museum

#### Assessment:

•The Upper Peninsula State Fair Authority has identified a need for a multipurpose building on the fairgrounds, which could possibly house the Delta County Commerce Center and an Upper Peninsula Veteran's Museum. The building would serve as a tourist information center, offer support to the Steam and Gas Engine Village as well as provide a much needed location for an Upper Peninsula Veteran's Museum.

The present Delta County Commerce Center building is located adjacent to Ludington Park along the Bay de Noc shoreline. The Commerce Center houses the Chamber of Commerce, Delta County Economic Development Alliance and the Convention and Visitors Association. As most of the vehicle traffic is located on the Lincoln Road corridor, these entities desire a more visible location.

The Delta County Commerce Center is the hub for business and economic activity in the area. The Delta County Chamber of Commerce, Convention and Visitors Bureau, Builders Exchange, UP State Fair Managing Agent and the Delta County Economic Development Alliance are by design all collocated in the same building as a best practice in community collaboration. The building currently sits on land that is owned by the City of Escanaba that is leased for \$1 per year. The Chamber owns the 1961 building which needs major renovation to continue operation. The group would like to move to an area that is more visible and easier for tourists and businesses to find on North Lincoln Road. This location is adjacent to the UP Steam and Gas Engine Village on the U.P. State Fairgrounds.

The new building will capture the history of the area and be designed like a railroad depot. There will be incubator space and resources available for small business startups. Moving to the new location would enable the Commerce Center to arrange for volunteer staffing of the UP Steam and Gas Engine Village to provide access and enjoyment year round.

As part of its ongoing resolve to preserve our American heritage, the U.P. Steam and Gas Engine Association, with the support of the U.P. State Fair Authority, have developed an Antique Village. Evoking the feel of a by-gone era, the Antique Village offers visitors an interactive learning experience. Local artisans demonstrate traditional handicrafts such as glass blowing, knitting, weaving, quilting, pottery and woodcarving. The Village also features a blacksmith shop, granary, barber shop, general store, cook shack and ice cream parlor. Exhibits include a steam-powered saw mill, railroad depot, schoolhouse and an 80-ton Fairbanks diesel engine. The Association desires to add a museum to honor Upper Peninsula Veterans. Military related items of historical and social significance will be exhibited in the museum, offering educational opportunities for tourists and residents.

<b>Multipurpose/Multiuse Building</b>	<b>2016</b>	<b>2017 - 2020</b>	<b>2021</b>
New building construction		\$1,200,000	
<b>Multipurpose/Multiuse Building total</b>		<b>\$1,200,000</b>	

# Goals and Objectives:

## UP State Fairgrounds (*continued*)

**Facility: Proposed Construction of Campgrounds on South East corner to North Coast area**

**Assessment:**

•Development to include construction to relocate campground to the four acre portion of the North Coast area on the fairgrounds. This campground development project is adjacent Michigan's Iron Belle Trail. It includes the relocation of existing campsites to full service sites, parking improvements to meet ADA requirements, and new toilet/shower building to fully meet the needs of the expanded campsites.

North Coast Campground	2016	2017 - 2020	2021
Electric and water service		\$30,000	
Restroom with Shower		\$80,000	
Dump station and sewer connection		\$8,000	
<b>North Coast Campground Total</b>		<b>\$118,000</b>	

# Action Program

*(for Delta County Parks)*

## Narrative:

To fulfill the community's needs for recreational improvement, the Delta Conservation District organized goals and priorities in an annual Plan of Work. The plan charts a course of action to achieve realistic goals. Categorized into departmental issues, the plan highlights areas of concern and provides steps to correct and enhance the Delta County Parks.

The park manager, together with his support staff, are responsible for the daily operation of the parks. The main goal is to provide the community with positive, memorable experiences. Strong customer service ethics; professional and skilled employees; fair policy and procedures; and effective equipment will help to achieve these objectives.

Maintenance goals are an evolving concern for all the parks. Daily observations and inspections are needed to provide the community with clean, safe and functional facilities. Required action depends on the results of these assessments; therefore, work activities are thus ever changing.

The past five years have emphasized on improving the two campgrounds and their facilities. With the success of those relative projects, the Delta Conservation District can now primarily focus its improvement efforts on Sac Bay and Rapid River Falls Park.

Sac Bay provides the public a peaceful setting to enjoy the beautiful, Lake Michigan shoreline. Swimming, kayaking, hiking and picnicking are but a few of the outdoor activities allowed by the park's scenic location. However, many improvements are desperately needed. The local community would like to have the derelict bathhouse torn down and a new, picnic pavilion erected. The recreation area needs grooming and landscaping. The outdated playground should have modern equipment. The community would also like to see two new vaulted toilets and a new well.

At Rapid River Falls, the community would like to see the addition of 25 rustic campsites, to support an ORV theme park. Rapid River Falls is ideally situated to be the junction point of many ORV trails and roadways in the Upper Peninsula. Citizens have also expressed a need for a gazebo or small pavilion, and a new playground, in the existing park area.

For improvements to even happen, increased funding is required. Though the county provides a \$50,000 allocation, it is hardly enough to manage, operate and enhance the four separate parks. Pioneer Trail and Fuller are successful campgrounds which bring in funds significant enough to offset their operation expenses, but maintenance and improvements are left wanting. The Delta Conservation District must actively pursue grants, donations and other means of monetary resources to advance the earning capacity of the other parks, so that self-sufficiency becomes an attainable long-term goal

# Action Program

(for Delta County Parks-continued)

## 2016 Plan of Work

Issue	Goal	Action Plan	Who	When	Work Activity	Notes
1 Park Operations	To provide support for the Operation of the Delta County Parks.	Conduct daily operations in a manner that is effective and consistent with the goals and means of the overall plan.	Delta CD Parks Manager	April to November	1-1) Complete new registration program before 2016 camping season. 1-2) Hire new seasonal help. 1-3) Present and pass the budget. 1-4) Day to day maintenance	1-1) Finish by March 1, 2016 1-2) Before May 9th, 2016 1-3) Before end of Fiscal Year 1-4) Daily
2 Maintenance	To provide ongoing physical upkeep and repair of park assets.	Daily and long term observations and inspection of grounds and equipment	Delta CD Parks Manager	October to September	2-1) Build new picnic tables 2-2) Install well ports for chlorination 2-3) All scheduled maintenance on motorized equipment such as lawnmowers, trucks, etc. 2-4) New rustic sites at Fuller	2-1) May 1st, 2016 2-2) May 9th, 2016 2-3) Ongoing 2-4) July 1st, 2016
3 Improvements	To increase the quality of the parks.	Identify and pursue projects that will enhance the outdoor recreational experience.	Delta CD Parks Manager	October to September	3-1) Install new stairway for disc-golf course 3-2) Soffit and fascia on restrooms 3-3) Install vault toilets at Sac Bay 3-4) New exterior steel on old pavilion 3-5) New tee-pads	3-1) August 3rd, 2016 3-2) May 30th, 2016 3-3) June 15th, 2016 3-4) September 1st, 2016 3-5) June 15th, 2016
4 Marketing	Name recognition and designation.	Educate Delta County residents and visitors about our park programs and services	Delta CD	October to September	4-1) Overhaul summer programs to be more family oriented. 4-2) Campsite placemats 4-3) Scorecards for disc-golf 4-4) See projected marketing plan	4-1) May 9th, 2016 4-2) May 1st, 2016 4-3) May 15th, 2016
5 Increase Funding		Actively pursue all funding opportunities within the scope of the Recreation Plan, i.e. grants, foundations, services, etc.	Delta CD Delta County Board of Commissioners	October - September	5-1) Have special events on non-holiday weekends 5-2) Kayak rentals 5-3) Establish additional music camping	
6 Timberland Acquisition	To provide a stable future funding source for the parks.	Pursue all possible avenues to meet this goal.	Delta CD Delta County Board of Commissioners	October - September	6-1) Apply for Trust Fund Grant	6-1) April 1st, 2016
7 Recreation Plan	Complete 5 Year Park Plan.	Complete all steps necessary to meet completion date.	Delta CD Delta County Board of Commissioners	October - March	7-1) Analyze survey data 7-2) Continue with meetings to complete recreation plan for approvals.	Next meeting date: February 16th at the Delta County Board of Commissioners

# Action Program

(for Delta County Parks-continued)

Delta County Parks Projected Marketing Plan				
Media Type	General Description	Required Action	Projected Completion Date	Projected Cost
Website	<a href="http://www.deltacountyparks.com">www.deltacountyparks.com</a>	Review and update	Ongoing	\$ -
		Update community calendar	3/1/2016	
Website	<a href="http://www.deltami.org">www.deltami.org</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.rfamilyfun.com">www.rfamilyfun.com</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.michigan.org">www.michigan.org</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.hunts-upguide.com">www.hunts-upguide.com</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.hikercentral.com">www.hikercentral.com</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.mapmuse.com">www.mapmuse.com</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.baysdenoc.com">www.baysdenoc.com</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.UpperPeninsulaOnline.com">www.UpperPeninsulaOnline.com</a>	Review and update	Ongoing	\$ -
Website	<a href="http://www.deltacountyparks.com">www.deltacountyparks.com</a>	Review and update	Ongoing	\$ -
Print	Daily Press Magazine	Edit Ad Review and update	3/1/2016 Yearly	\$ 450.00
Print	Placemat(maps)	Secure advertisers (supports local economy) and reprint updated maps (6000)	2/1/2016 Every 2 Years	\$ 3,000.00
Print	Disc Golf Course Maps	Review and update	5/9/2016 As Needed	\$ 25.00
Print	Chamber Membership Directory	Make staffing changes	3/1/2016 Yearly	\$ -
Print	Yellow Pages	Fax over contracts	Complete Yearly	\$ 57.00
Print	Disc Golf Score Cards	Ordered with Neumark	5/15/2016 Yearly	\$ -
Radio	Pioneer Trail Park RRN Ad/Coupons	Meet with Radio Results Network Rep	5/9/2016 Yearly	\$ 3,120.00
Radio	Fuller Park RRN Ad/Coupons	Meet with Radio Results Network Rep	5/9/2016 Yearly	\$ 1,300.00
Sign	Pioneer Trail Park Entrance	Check for multiple purchase discount	November 1, 2016	\$ 2,000.00
Sign	Fuller Campground Entrance	Check for multiple purchase discount	November 1, 2016	\$ 2,000.00
Sign	Rapid River Falls Entrance	Check for multiple purchase discount	November 1, 2016	\$ 300.00
Sign	Sac-Bay Park Entrance	Check for multiple purchase discount	November 1, 2016	\$ 300.00
Other	T-shirts (100)	Design/Order	5/9/2016 Every 2 Years/As Needed	\$ 675.00
Other	Logo Discs (Disc-golf course)	Design/Order	5/9/2016 Every 2 Years/As Needed	Waiting on Price Quote
Email	Notification of Upcoming Events	Email blast before open reservations, summer events, halloween event	Various	\$ -
Social Media	Facebook, T witter, Instagram	Set up accounts and create weekly posts	Ongoing	\$ -

# Action Program

*(for the UP State Fairgrounds)*

The action plan for the Upper Peninsula State Fairgrounds is identified in the capital improvement projects. Projects are prioritized for each of the next five years. Priorities are established by user demand and finances.

The capital improvement plan is drafted and reviewed by the advisory building and grounds committee and submitted to the governing body, the Upper Peninsula State Fair Authority, for final approval.

**Resolution of Recreation Plan Adoption by the  
Delta County Board of Commissioners**

At the February 16<sup>th</sup>, 2016 meeting of the Delta County Board of Commissioners, the following Resolution of Recreation Plan Adoption was offered:

**WHEREAS**, the Delta Conservation District has undertaken a planning process to determine the recreation and nature resource conservation needs and desires of Delta County residents and visitors during a five-year period covering the years of 2016 through 2020, and

**WHEREAS**, the Delta Conservation District has completed a detailed, update process of the Delta County Parks and Recreation Plan that describes the physical features, existing recreational facilities and the desired actions to be taken to improve and maintain recreation facilities between 2016 and 2020, and

**WHEREAS**, in accordance with the rules and regulations set forth by the Michigan Department of Natural Resources, public meetings were held on January 24<sup>th</sup>, 2016 and February 9<sup>th</sup>, 2016 and a public hearing held on February 16<sup>th</sup>, 2016 at the Delta County Board of Commissioners Meeting, 2920 College Ave Escanaba, MI, to provide opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan, and

**WHEREAS**, the Delta Conservation District has developed a plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

**WHEREAS**, the public was given a well-advertised opportunity and reasonable accommodations to review the plan for 45 days, and

**WHEREAS**, after the public hearing, the Delta County Board of Commissioners, voted to adopt said Parks and Recreation Plan, and

**NOW, THEREFORE BE IT RESOLVED**, the Delta County Board of Commissioners, hereby adopts the Delta County Parks and Recreation Plan as a guideline for improving recreation in the County of Delta, Michigan.

Yeas:

Nays:

Absent:

I, Nancy Kolich, Delta County Clerk and Clerk of the Delta County Board of Commissioners, do hereby certify this to be a true and exact copy of a resolution adopted by the Delta Board of Commissioners at a regular meeting thereof held on 16<sup>th</sup> day of February, 2016.

---