



Wexford County

RECREATION AND BUILDING COMMITTEE

Julie Theobald, Chair

NOTICE OF MEETING

The Recreation and Building Committee of the Wexford County Board of Commissioners will hold a regular meeting on Thursday, October 3, 2024, beginning at 4:00 p.m. in the Commissioners' Room, third floor, Historic Courthouse, 437 E. Division St., Cadillac, Michigan.

TENTATIVE AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. ADDITIONS / DELETIONS TO THE AGENDA
- D. APPROVAL OF THE AGENDA
- E. APPROVAL OF THE AUGUST 1, 2024, REGULAR MEETING MINUTES..... 1
- F. PUBLIC COMMENTS
The Committee welcomes all public input.
- G. AGENDA ITEMS
 - 1. Maintenance Report (*A. Kerr*) 3
 - 2. Civic Center Report (*M. Figliomeni*)
 - 3. Community Calendar Discussion..... 4
- H. CORRESPONDENCE
- I. ADMINISTRATOR'S COMMENTS
- J. PUBLIC COMMENTS
- K. COMMITTEE COMMENTS
- L. CHAIR COMMENTS
- M. ADJOURN

WEXFORD COUNTY
RECREATION & BUILDING COMMITTEE MEETING
REGULAR MEETING MINUTES
September 5, 2024

The Recreation and Building Committee regular meeting was called to order by Chair Julie Theobald at 4:00 p.m. in the Commissioners’ Room, Historic Courthouse, 437 E. Division St. Cadillac, Michigan.

Members Present: Julie Theobald, Jason Baughan, Jason Mitchell, and Ben Townsend
Members Absent: None.
Also Present: Jami Bigger, Deputy County Administrator/HR Director; Amarah Birgy, Executive Assistant; Joe Porterfield, County Administrator/Equalization Director; and Members of the Public

ADDITIONS OR DELETIONS TO THE AGENDA

None.

APPROVAL OF THE AGENDA

A motion was made by Comm. Townsend and supported by Comm. Baughan to approve the agenda. A vote was called, all in favor. Motion passed, 4-0.

APPROVAL OF THE MINUTES

A motion was made by Comm. Baughan and supported by Comm. Mitchell to approve the August 1, 2024, Regular Meeting Minutes. A vote was called, all in favor. Motion passed, 4-0.

PUBLIC COMMENTS

None.

AGENDA ITEMS

G.1. Maintenance Report

Mr. Adam Kerr, Maintenance Director, was not present at the meeting as he is currently on vacation this week. The Commissioners agreed that the report was sufficient. Chair Theobald inquired about the breaker cabinet. Mr. Porterfield said that an electrician came out during the fair to repair it.

G.2. Civic Center Report

Mr. Mike Figliomeni, Boon Sports Management, was not present at the meeting. Comm. Townsend commented on how the report is in the positive. He also asked if they had found a manager for the Civic Center yet. Mr. Porterfield responded that there is currently a young lady working there, and he is hoping that their board takes a more active role in management.

G.3. Community Calendar Discussion

Chair Theobald suggested the idea of a community calendar, and she recommends to the Committee that:

- There be a central location to find the events that are going on within the community.
- There should be a deadline for events to be submitted by those that would like to be on the calendar.
- She would like no politics, or no religion aspect events on this calendar.

Ms. Jami Bigger, Deputy County Administrator/HR Director, recommended to the Committee a community calendar related to county entity events. Comm. Mitchell recommended a digital format that would effortlessly allow events to be uploaded to the community calendar without hassle.

Mr. Joe Porterfield, County Administrator/Equalization Director, informed the Committee that:

- By 2026, the county website must be ADA Compliant, so that would need to be kept in mind when adding events to a community calendar so that it can be accessed by all individuals.
- We would need to be aware of AI technology, and that it can make assumptions. Bad data cannot be allowed, he reinstated.
- A policy could potentially be adapted that explains what is allowed on the community calendar.

CORRESPONDENCE

None.

ADMINISTRATOR'S COMMENTS

Mr. Joe Porterfield informed the Committee that:

- He and Ms. Bigger attended a meeting with MSUE regarding leasing out space in the Lake Street Building. He is working on a contract with them.
- There is conversation of potential grants to re-do the locker rooms at the Wex Building so that there are separate changing rooms between the players and the refs.
- They are looking for potential dates to bring in the Newspaper and have a formal dedication for the trees.

Ms. Jami Bigger informed the Committee that:

- The Court Security meeting has brought attention to simple changes that the Courthouse can make to provide better safety within the building. She informed the Committee that they might start to notice those changes.

PUBLIC COMMENTS

None.

COMMITTEE COMMENTS

Comm. Townsend added onto the conversation with the locker room situation to possibly block off a corner for the refs to change within the locker rooms.

CHAIR COMMENTS

Chair Theobald discussed how she appreciates the open and free communication within this Committee. She prefers to have a conversation during the Committee meetings, rather than a very structured meeting.

ADJOURN

A motion was made by Comm. Baughan and supported by Comm. Mitchell to adjourn the meeting at 4:30 p.m. A vote was called, all in favor. Motion passed, 4-0.

Julie Theobald, Chair

Amarah Birgy, Recording Secretary

Maintenance report 10-3-24

Recap

1. Repaired Lake street's front handicap door opener with parts from the old Mi works back exit
2. Changed multiple door locks at the Courthouse to have the ability to unlock all doors with only 2 submaster and had 20 sets made for the Deputy's to get in all door's if we had a problem.
3. Moved cameras and sensors for the virtual training simulator where into the big training room at the Sheriff's office
4. Started to hang two 96" two 85" and two 20" Tv's for Kevin at the Health Dept.
5. Cleaned around the Courthouse before the tree dedication.
6. Remove & reinstall the door going into intake so the new body scanner can be installed at the jail.

Goals

1. Work with contractors to repair both boilers at the courthouse.
2. Work with contractors to repair the HVAC problems.
3. Work with contractors to repair copper water that are leaking.
4. Find a solution to fix the green light lens that are melting from the heat of the led wall pack lights at the jail for Veterans Day.

BOARD OF COMMISSIONERS REC. & BUILDING AGENDA ITEM

TO: Recreation and Building Committee
FROM: Administration
FOR MEETING DATE: October 3, 2024
SUBJECT: Community Calendar Discussion

SUMMARY OF ITEM TO BE PRESENTED:

At their previous meeting the Recreation and Building Committee requested Administration investigate putting a community calendar on the County's Website.

Administration reached out to the County's website developer, and they have stated our current website would support a calendar. There are multiple different options and styles to choose from. A quote has been requested.

Administration has also reached out to other counties to get feedback on how they organize their community calendars and the successes of having a calendar. More information will be provided at the meeting.

RECOMMENDATION:

The Wexford County Administration Office recommends the committee discuss the request and make a recommendation to the full board.