



City Hall  
208 North First Avenue  
Alpena, Michigan 49707  
[www.alpena.mi.us](http://www.alpena.mi.us)

## AGENDA

### **City of Alpena Recreation Board Meeting**

Regular Meeting

Wednesday, August 10, 2022 @ 5:00 p.m.

Alpena, Michigan

This meeting will be in person at City Hall in the Council Chambers as well as the option to join virtually.

The public is welcome to alternately join the meeting from your computer, tablet or smartphone

**Please join my meeting from your computer, tablet or smartphone.**

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/426969597>

**You can also dial in using your phone.**

United States: [+1 \(408\) 650-3123](tel:+14086503123)

**Access Code:** 426-969-597 – **THIS IS THE CORRECT LINK FOR AUGUST MEETING**

CALL TO ORDER:

ADDITIONS TO AGENDA:

APPROVAL OF AGENDA:

APPROVAL OF MINUTES: April 13, 2022 & June 8, 2022

COMMUNICATIONS:

CITIZENS APPEARING BEFORE THE BOARD:

NEW BUSINESS:

1. Discuss applications to join the board
2. Discuss Duck Park
  - Review CIP Items
  - Manager/Engineer Comments
  - Open Discussion/Direction

3. Discuss Sytek Park
  - Review CIP items
  - Manager/Engineer Comments
  - Open Discussion/Direction
4. Select 2 new parks to focus on for the October meeting
5. Discuss meeting at the focused parks for future meetings.

MEMBERS' COMMENTS:

NEXT MEETING: October 19, 2022

ADJOURNMENT:

**RESUME FOR  
APPOINTMENT TO  
CITY BOARDS AND COMMISSIONS**

I AM INTERESTED IN: Improving city parks / serving on the Recreational Committee

NAME: Heath Elizabeth Susan  
(Please Print) (Last) (First) (Middle) (Maiden)

HOME ADDRESS: 225 McKinley Ave Alpena, MI 49707 989-884-2499  
(Number/Street) (City/Zip) (Telephone)

EMAIL ADDRESS: lizzyheath1999@gmail.com eheath@northlandcu.com  
(Home) (Work)

BUSINESS ADDRESS: 1161 N Bagley St Alpena 49707 989-739-1401  
(Number/Street) (City/Zip) (Telephone)

ARE YOU A CITIZEN OF THE UNITED STATES? ☒ Yes [ ] No

I HAVE LIVED IN ALPENA 20 YEARS

MILITARY HISTORY: (include honors received)

N/A

CIVIC ACTIVITIES (office held, honors, etc.)

National Honor Society Parliamentarian - 2016/2017

National Honor Society Member 2021/2022

LIST NAMES, ADDRESSES AND TELEPHONE NUMBER OF THREE REFERENCES NOT RELATED TO YOU:

Matthew Waligora 304 Sable St, Alpena, MI 49707 989-766-3557

Shelby Henkel 7851 W Long Lake Rd, Alpena, MI 49707 (989) 657-9841

Michael Nunneley 7010 Haken Rd, Alpena, MI 49707 (989) 329-1336

**RECEIVED**  
APR 20 2022

CITY OF ALPENA  
CLERK / TREAS / FIN DIRECTOR

(Over)

EMPLOYMENT:

Present position of Employment: Northland Area Federal Credit Union  
(Name of employing firm/owner)

1161 N Bagley St Alpena, MI 49707 989-739-1401  
(Number/Street) (City/State) (Zip) (Telephone)

FROM June 2021 TO Current

TITLE OF YOUR POSITION: Card Portfolio Specialist

TYPE OF BUSINESS/ORGANIZATION: Credit Union / Financial Institution

BRIEF SUMMARY OF YOUR DUTIES AND RESPONSIBILITIES:

Maintenance of all VISA records, assisting customers with VISA related issues, Daily reporting of GL's and their balancing, Marketing and reviewing new products, collaborating with our providers to ensure member satisfaction

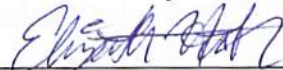
ADDITIONAL INFORMATION YOU WISH TO INCLUDE:

(Use separate sheet if necessary)

IF APPOINTED, DO YOU PREFER YOUR MAIL SENT : BUSINESS \_\_\_\_\_ RESIDENCE X

EMAIL ADDRESS lizzyheath1999@gmail.com

I hereby certify that this form is true and accurate to the best of my knowledge.

  
(Signature)

4/14/2022  
(Date)

PLEASE RETURN TO: Human Resources Director  
208 N. First Avenue  
Alpena, MI 49707



**APPLICATION FOR  
APPOINTMENT TO  
CITY BOARDS AND COMMISSIONS**

I AM INTERESTED IN THE FOLLOWING BOARD: Recreation Advisory Board

NAME: Barr Bailey James  
(Please Print) (Last) (First) (Middle) (Maiden)

HOME ADDRESS: 1225 Pebble St Alpena 149707 989-884-2560  
(Number/Street) (City/Zip) (Telephone)

EMAIL ADDRESS: barr2015@yahoo.com  
(Home) (Work)

BUSINESS ADDRESS: \_\_\_\_\_  
(Number/Street) (City/Zip) (Telephone)

MILITARY HISTORY: *(include honors received)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CIVIC ACTIVITIES *(and any officer positions held)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

LIST NAMES, ADDRESSES AND TELEPHONE NUMBER OF THREE REFERENCES NOT RELATED TO YOU:

David Rushing 989-884-2022

Nicole Wiltzer 616-206-8659

Aaron Kwiatkowski 989-255-0852



(Over)



**EMPLOYMENT:**

**CURRENT EMPLOYER:** Great Lakes Coca-Cola  
(Name of employing firm/owner)  
2500 Broadway St Bay City/MI 48708 989-895-8537  
(Number/Street) (City/State) (Zip) (Telephone)

**FROM** 03/2019 **TO** Present

**TITLE OF YOUR POSITION:** Account Manager

**TYPE OF BUSINESS/ORGANIZATION:** Beverage Distributor

**BRIEF SUMMARY OF YOUR DUTIES AND RESPONSIBILITIES:**

Responsible for Selling and ordering Product into existing Accounts.

**ADDITIONAL INFORMATION YOU WISH TO INCLUDE:**

(Use separate sheet if necessary)

Local Hockey Official Since 2011  
Assistant Coach for Alpena Jr. High Cross Country in 2015 and 2016  
Head Coach for Alpena Jr. High Cross Country and Track in 2017

**EXPLAIN WHY ARE YOU INTERESTED IN BEING A MEMBER OF THIS BOARD AND THE IMPACT YOU HOPE TO HAVE WITHIN THE CITY.**

I hope to bring knowledge and insight into potential growth for the City. I grew up in this town so seeing positive impacts to further the City is a goal I have.

**Most correspondence will be through email. Please indicate best email to contact.**

**EMAIL ADDRESS** Darr 2015@yahoo.com

**I hereby certify that this form is true and accurate to the best of my knowledge.**

Bailey Beve  
(Signature)

4-20-22  
(Date)

**PLEASE RETURN TO:** Human Resources Director  
Kathy Himes  
208 N. First Avenue  
Alpena, MI 49707  
989-354-1714  
[kathyh@alpena.mi.us](mailto:kathyh@alpena.mi.us)



## MINUTES

City of Alpena Recreation Advisory Board  
Regular Meeting  
April 13, 2022  
Alpena, Michigan

### CALL TO ORDER:

The regular meeting of the Recreation Advisory Board was called to order at 5:00 p.m. by Dave Kuznicki, Recreation Advisory Board Chair.

### ROLL CALL: RECREATION ADVISORY BOARD

Present: Kuznicki, Melville-Hall, Saddler, Heath, Lee

Absent: Pattison

Staff: Steve Shultz (City Engineer), Rachel Smolinski (City Manager), Shannon Smolinski (Harbormaster), Cassie Stone (Recording Secretary).

ADDITIONS TO AGENDA: None

### APPROVAL OF AGENDA:

**Motion made by Melville-Hall**, to approve the agenda with the addition of nominating a vice chair regarding Thomas Dowd's resignation, **seconded by Saddler**.

### APPROVAL OF MINUTES: February 2, 2022

**Motion made by Heath**, to approve the minutes as printed, **seconded by Saddler**.

COMMUNICATIONS: Thomas Dowd's resignation email from the board.

CITIZENS APPEARING BEFORE THE BOARD: None

### BUSINESS:

1. Revised 2022 Meeting Schedule – Switch October 12<sup>th</sup> meeting to October 19<sup>th</sup>. **Motion made by Melville-Hall**, to approve the meeting schedule as amended, **seconded by Lee**.
2. Discuss and Approve Marina Master Plan – Shannon stated that over the past year, the city has undertaken a revitalization of the Alpena Marina. As part of this process, the city with the aid of the Harbor Advisory Committee, has undertaken the development of the 2021-2025 Marina Master Plan. This plan is needed to be able to apply for waterways grants. **Motion made by Melville-Hall**, for recommendation to council to append the Marina Master Plan to the Recreation Master Plan, **seconded by Lee**.
3. Discuss Avery Park – Rachel stated there has been issues from adjacent landowners complaining about headlights shining into their house from vehicles entering the alley by

JJ's. Steve suggested planting some more trees along the property line or adding a decorative wall next to the alley. Members felt the park has been there for a very long time and the homeowner should have realized what they were getting into by buying in that area. Rachel stated that if something can be done there that would enhance the park and alleviate the issue it should be considered. Shannon stated if a wall was put up it could interfere with snow maintenance as that alley is city maintained. The park has been used more frequently for musicians that aren't able to play at Culligan Plaza. The park is also now part of the social district and a few weddings have taken place there. An event form must be submitted to be approved by staff and a noise ordinance might have to be waived until a certain time to host the event. Most gatherings at that park have been relatively small. Avery Park could potentially improve by having a stage area.

Discuss Blair Street Park – Steve stated the contract to replace the entire board walk was recently awarded and construction should begin around the end of April. It will be the same length as previous. The whole board walk is going to be replaced and the boards are going to be separated like a deck. Money was pulled from fund balance to complete the project. The grills have rotted through, and the concrete table is broken. The Christensen's, who adopted the Blair Street Park, have requested for those park amenities to get replaced. Look into getting standard picnic tables for there not the concrete ones. Could possibly look into putting a porta john at the park as well. Could potentially construct a small pavilion down there with some picnic tables under neath of it but the area is small.

Rachel asked members to start looking at signage for parks and prioritize them as to what are in the worst shape and need to be replaced sooner then other ones. The City plans on replacing a couple signs per year as budgeted. Signs are well over 20 years old. Steve is going to reach out to some sign design companies to get some sample designs to look at.

***Motion made by Heath, to elect Nickolas Lee as Vice-Chair, seconded by Melville-Hall.***

#### MEMBERS COMMENTS:

Lee visited Flagler Avenue in Florida and discussed signage there. There were signs that went over the road and it might be an idea to do that here with the park name on them. Steve suggested having something at each park that would make a great photo opportunity.

4. Two parks to discuss at the June meeting – North Riverfront Park and the South Riverfront Park

#### ADJOURNMENT:

***Motion made by Melville-Hall, seconded by Heath*** to adjourn the meeting.

There being no further business, the meeting was adjourned at 5:58 p.m. by Chair Kuznicki.

## MINUTES

City of Alpena Recreation Advisory Board  
Regular Meeting  
June 8, 2022  
Alpena, Michigan

### CALL TO ORDER:

The regular meeting of the Recreation Advisory Board was called to order at 5:03 p.m. by Nickolas Lee, Recreation Advisory Board Vice Chair.

Present: Melville-Hall, Pattison (5:06), Lee, Saddler (Virtual)

Absent: Kuznicki, Heath

Staff: Steve Shultz (City Engineer), Cassie Stone (Recording Secretary).

ADDITIONS TO AGENDA: None

APPROVAL OF AGENDA: No Quorum

APPROVAL OF MINUTES: No Quorum

COMMUNICATIONS: None

CITIZENS APPEARING BEFORE THE BOARD: None

### BUSINESS:

1. Discuss applications to join the board– Table until the next meeting.
2. Discuss Free Libraries Project – Lee stated it seems like a good idea and it will push more education into the community. It gives someone the opportunity to read a book if they don't have books available. There is currently one located at the boat harbor that appears to be getting used and seems to be liked by the community. McRae Park would be a great location for one being there are a lot of families located nearby. Pattison added there is also one located behind the Fresh Palate and Mangos. Pattison stated they were built at the high school and would love to get them out into the community. All members are in support of the idea and will move to the city for authorization.
3. Discuss North Riverfront Park – Steve explained the improvements that are listed as part of our Comprehensive Plan. Members agreed it would be great to add more walkway out toward the lighthouse as well as seeing the area get cleaned up and be more accessible. Steve believes this project could possibly involve applying for a grant down the road. Saddler stated he has found a grant called Bark for your Park that offers several \$5000.00 grants to communities with dog parks that already exist. A civic letter of support from Mayor Waligora as well as confirmation of area of land would be needed as well. Saddler questioned having a spot at the dog park for smaller dogs. Steve stated that there was a spot in the plans for a smaller spot for dogs but was not received well



from the community. May be worth reevaluating again. Saddler is going to approach Anne Gentry with the DDA about the grant.

4. Discuss South Riverfront Park – Saddler stated this park seems very tucked in and not inviting. Steve stated if and when the Brownfield goes through for the Fairfield Hotel, there has been talk of adding in some money for improvements to the park. Some ideas that were discussed were cement cornhole boards, horseshoes, lighted walkway with bollard lighting and a playground.
5. Two parks to discuss at the August meeting – Duck Park and Sytek Park

#### MEMBERS COMMENTS:

Saddler stated the Blair Street pier is excellent and the bbq grill stations seem to be in pretty good shape still and don't need replacing. Melville-Hall asked what style the boards are on the pier. Steve stated they are deck style allowing space between the boards. In addition the pier will also have a couple of benches on it.

There being no further business, the meeting was adjourned at 5:49 p.m. by Vice Chair Lee.

# Capital Projects Request Form

## City Of Alpena

**Project Title:** 
**Status:** 
**Rank:**

**Fund:** 
**Category:** 
**Department:**

**Project Location:**

**Project Description:**

**Date Prepared:** 
**Preparer:** 
**Inception Date:** 
☒ Connected to Master Plan

**Account No.:**

### Expenditure Schedule by Fiscal Year

2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Long Range	Total
\$30,000	\$20,000	\$30,000					\$80,000

### Funding Source

General Fund	\$80,000	Equipment Fund		Special Assessment		Bond	
Sewer Fund		Major Street Fund		Grant		Grant Source	
Water Fund		Local Street Fund		Other		Specify Source	
IT Fund						<b>Total</b>	<b>\$80,000</b>

### Explanation/Justification/Connection to Master Plan

Projects included in the City of Alpena Recreation Plan: Replace Fishing Pier (\$30,000), Site Amenities (\$20,000), Parking Lot Lighting (\$30,000). Part of the Comprehensive Plan 1.3.A



## Duck Park

Existing and Future Facilities  
2021-2025

### OTHER PLANNED IMPROVEMENTS

- Site Amenities
- Parking Lot Lighting

-  Park Boundary
-  Alpena Bi-Path
-  Island Park Trails



MAP 15: ISLAND PARK



## Capital Projects Request Form City Of Alpena

<b>Project Title:</b>	Sytek Park Improvements	<b>Status:</b>	Copied (W/No Changes)	<b>Rank</b>	20
<b>Fund:</b>	General Fund	<b>Category:</b>	Parks	<b>Department:</b>	Engineering
<b>Project Location:</b>	Sytek Park				
<b>Project Description:</b>	Sytek Park Improvements per the City of Alpena Recreation Plan.				
<b>Date Prepared:</b>	2/4/2022	<b>Preparer:</b>	Steve Shultz	<b>Inception Date:</b>	12/17/2020
		<input checked="" type="checkbox"/> Connected to Master Plan			

<b>Account No.:</b>	101-751-976.000	<b>Expenditure Schedule by Fiscal Year</b>					
2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	Long Range	Total
				\$100,000			\$100,000

Funding Source							
General Fund	\$100,000	Equipment Fund		Special Assessment		Bond	
Sewer Fund		Major Street Fund		Grant		Grant Source	
Water Fund		Local Street Fund		Other		Specify Source	
IT Fund							
						<b>Total</b>	<b>\$100,000</b>

### Explanation/Justification/Connection to Master Plan

Per the City of Alpena Recreation Plan: Sytek Park is a City-owned roadside park along the shore of the Thunder Bay River that is maintained by the Alpena County Road Commission under an agreement with the City. Administratively, the maintenance agreement with the Alpena County Road Commission should be reviewed upon its expiration in order to consider raising the maintenance level of the park to that of other City-owned parks. The City Council has established an objective that calls for the continued improvement, maintenance, and beautification of all City parks. The proposed improvements will continue to enhance the use, appearance, character, and quality of this park. Proposed improvements include shelter upgrades, upgraded site amenities, and improvements to the pedestrian bridge along the Bi-Path that extends to Evergreen Cemetery. Proposed Improvements: Shelter Upgrades (\$80,000), Upgrade Site Amenities (\$20,000). Part of the Comprehensive Plan 1.3.A



MAP 8: ARTHUR SYTEK PARK

