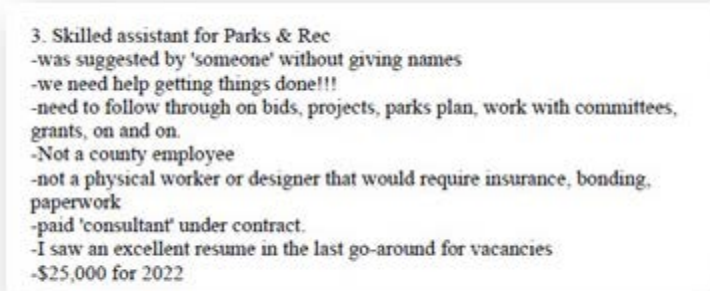


From: [Laurel Evans](#)
To: [Casey Noonan \(NoonanC8@gmail.com\)](#); [Dave Barrons](#); [Donald Frerichs \(donfrerichs@gmail.com\)](#); [Jerry Culman](#); [John Popa \(jjpopa@charter.net\)](#); [Jon Walter \(fjonwalter@gmail.com\)](#); [Melinda Lautner](#); [Michael Smith \(meltonsmith1@aol.com\)](#); [Rick Robbins](#); [Scott Bradley](#); [Steve Christensen](#); [Todd Yeomans \(toddyeomans@att.net\)](#)
Cc: [Chet Janik](#)
Bcc: [Michelle Crocker](#)
Subject: BOC: Request for review, Parks & Rec Administrative Assistant (PLEASE REVIEW)
Date: Monday, August 16, 2021 10:34:00 AM
Importance: High

Greetings:

The Executive Committee of the Parks and Recreation Commission reviewed the request from Parks Member John Popa to hire an “administrative assistant” tasked to the Parks and Recreation Commission (full meeting details [including minutes](#) are available at the following link: <https://www.leelanau.gov/meetingdetails.asp?MAId=2157>)–



3. Skilled assistant for Parks & Rec
-was suggested by 'someone' without giving names
-we need help getting things done!!!
-need to follow through on bids, projects, parks plan, work with committees, grants, on and on.
-Not a county employee
-not a physical worker or designer that would require insurance, bonding, paperwork
-paid 'consultant' under contract.
-I saw an excellent resume in the last go-around for vacancies
-\$25,000 for 2022

The request was subsequently recommended for submission to the County Board of Commissioners during its Budget sessions. The Board of Commissioners held two Committee of the Whole Sessions, and independently from the Parks’ recommendation, County Administrator Chet Janik had provided a proposal [https://www.leelanau.gov/downloads/reorganizational_plan_06232021_final.pdf] which addressed concerns with Parks Commission oversight.

The Board deferred action on this item, and an Parks Administrative Assistant was again added to the agenda for the County Board’s August 12, 2021, Budget Work Session Agenda. The minutes are in process at this time; however, if you visit the following link, and forward to the 57:30 mark for approximately 2 minutes, Chet lists his suggestion for assistance to Parks and Rec. Upon the request of Commissioner Lautner, action on the Parks Administrative Assistant was deferred on further consideration until the Parks Commission could revisit the issue at its next scheduled session (forward video to 4:07:09).

The next scheduled Budget Work Session of the County Board of Commissioners is August 31, 2021, and the Parks Assistant will be on that agenda, following any pending recommendation from the Parks Commission.

Laurel S. Evans

Executive Assistant

Leelanau County Administration