Park: Alpena Fairgrounds

Report by: Holly Atkins

Date: 9/8/26

PARK MANAGER MONTHLY REPORT

Ongoing Improvements Project(s) Progress:

Added sand to playground due to safety concerns

Campground Activities & Site Notes:

*Please see attached form

Budget Adjustments Needed/Budget Look Ahead:

Replacing front fence at caretakers house. Several potholes left after fair.

Upcoming/Needed Maintenance:

grinding floors in bathrooms + seal coat. Still waiting on fairboard to level out the arena after bump n run

*Attached: Occupancy Reports, Revenue YTD (actual v budget)

Manager Should Keep on Site and Available for Inspection: Maintenance Checklists (3 month, 6 month, annual), Vehicle Inspection Checklist, Playground Inspection Checklist

Fair Issues

-4H booth was selling food before documentation was provided

-We never received any MDARD food licenses for the fair.

-9 rodeo families camped inside the arena August 19th-20th outside of temporary camping,

-No one directing traffic, had several issues with people parking on campsites.

-Campers and vendors plugged up to county buildings for electricity and used hoses to connect to the county buildings for water.

-Fairboard had multiple campers on campsites. Only one camper is allowed per site.

-Fairboard was using heavy equipment Friday 8/21 until 3am Saturday preparing the arena for the bump and run. Quiet time is 10pm per the city ordinance.

-Carnival workers stayed behind after the fair until the following Friday 8/28. We had to make contact with the carnival workers to get payment. Fair rides were left on the grounds until Sunday 8/30 10pm. An invoice was issued by Nick to the fairboard for payment for $340 based on the contract specifications.

-Bathrooms and Merchant building were not cleaned and stocked after the fair, we had to reach out to the fairboard to address this situation. This is the third year in a row we have asked them to correct this same issue.
-Keys to the restroom and Merchant building were not returned before everyone left Sunday. We had to reach out and ask for them to be returned.
-We had a camping reservation for Sunday 8/23. We had to move the campers to another site because the fairboard did not vacate the site on time. We asked them 1 hour prior to move due to the reservation. They failed to do so.

ALPENA COUNTY

720 W. CHISHOLM STREET
ALPENA, MI 49707
(989) 354-9534

Receipt: 32428 08/03/26

Cashier: COUNTER
Received Of: **ALPENA CO FAIRGROUNDS**

TRANSMITTAL 7/27/26-8/2/26

The sum of: **972.00**

101-268-654.000	SHOWER FEES		12.00
	101-268-654.000	12.00	
101-268-654.001	DUMP FEES		80.00
	101-268-654.001	80.00	
101-268-654.002	CAMP FEES		880.00
	101-268-654.002	880.00	
		Total	972.00

TENDERED:	CASH		347.00
	CHECKS	4502	40.00
	CREDIT CARD		585.00

Signed: RNadeau

ALPENA COUNTY

720 W. CHISHOLM STREET
ALPENA, MI 49707
(989) 354-9534

Receipt: 32546 08/17/26

Cashier: COUNTER
Received Of: **ALPENA CO FAIRGROUNDS**

TRANSMITTAL
8/10/26 - 8/16/26

The sum of: **5,255.00**

101-268-654.002	CAMP FEES		4,980.00
	101-268-654.002	4,980.00	
101-268-667.000	MERCHANT'S RENTAL		275.00
	101-268-667.000	275.00	
		Total	5,255.00

TENDERED:	CASH		1,240.00
	CHECKS	7224	275.00
	CREDIT CARD		3,740.00

Signed: ______________________

ALPENA COUNTY

720 W. CHISHOLM STREET
ALPENA, MI 49707
(989) 354-9534

Receipt: 32619 08/24/26

Cashier: COUNTER
Received Of: **ALPENA CO FAIRGROUNDS**

TRANSMITTAL 8/17/26-8/23/26

The sum of: **1,925.00**

101-268-654.002	**CAMP FEES**		**1,925.00**
	101-268-654.002	**1,925.00**	
		Total	**1,925.00**

TENDERED:	**CASH**		**600.00**
	CHECKS	**2649**	**1,050.00**
	CREDIT CARD		**275.00**

Signed: RNadeau

ALPENA COUNTY

720 W. CHISHOLM STREET
ALPENA, MI 49707
(989) 354-9534

Receipt: 32682 08/31/26

Cashier: COUNTER
Received Of: **ALPENA CO FAIRGROUNDS**

TRANSMITTAL
8/24/26 - 8/30/26

The sum of: **675.00**

101-268-654.002	**CAMP FEES**		**675.00**
	101-268-654.002	**675.00**	
		Total	**675.00**

TENDERED:	**CASH**	**180.00**
	CREDIT CARD	**495.00**

Signed: ____________________