

AGENDA

Ingham County Parks & Recreation Commission
121 E. Maple Street, P.O. Box 178, Mason, MI 48854
Telephone: 517.676.2233; Fax: 517.244.7190

The packet is available on-line by going to www.ingham.org, choosing the "Monthly Calendar," and clicking on Monday, January 14, 2019

Monday, January 14, 2019

5:30pm

PARKS & RECREATION COMMISSION MEETING

Human Services Building
Conference Room A, Second Floor
5303 S. Cedar Street, Building #3
Lansing, Michigan

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
Minutes of December 10, 2018 regular meeting will be considered - [Page 3](#)
4. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*
5. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions
6. **Introduction of New Park Commissioners – Emily Stivers and Chris Trubac**
7. **ELECTION OF 2019 OFFICERS**
 - A. Chair, Park Commission
 - B. Vice-Chair, Park Commission
 - C. Secretary, Park Commission
8. **ACTION ITEMS**
 - A. Resolution Honoring Jeff Gehl - [Page 19](#)
 - B. Presentation of Resolution Honoring Jeff Gehl
 - C. Resolution to Recommend a Contract with Laux Construction - [Page 21](#)
 - D. Resolution to Recommend Purchasing a Point of Sale System - [Page 23](#)
 - E. Visitor Incentives - [Page 27](#)
9. **DISCUSSION ITEMS**
 - A. Trails and Parks Millage Fourth Round Applications - [Page 29](#)
Additional documents available at the meeting
10. **Correspondence & Citizen Comment** - [Page 30](#)
11. **Board/Staff Comments**
 - A. Welcome Promotion of Coe Emens – Lake Lansing Park Manager II Effective 1/7/19 and Promotion of Tim Buckley – Burchfield Park Manager II Effective 2/1/19
12. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*

13. Informational Items – *Distributed at Commission Meeting*

- A. County Services, Finance Committee, and Board of Commissioner Meeting Minutes
(Items pertaining to the Parks Department)
- B. Newspaper Articles

14. Upcoming Meetings

- A. Date: February 25, 2018; Time: 5:30pm
Room A, Human Services Building, Lansing

15. Adjournment

Official minutes are stored and available for inspection at the address noted at the top of this agenda. The Ingham County Parks & Recreation Commission will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities a the meeting upon five (5) working days notice to the Ingham County Parks & Recreation Commission. Individuals with disabilities requiring auxiliary aids or services should contact the Ingham County Parks & Recreation Commission by writing to the Ingham County Parks Department, P.O. Box 178, Mason, Michigan 48854, or by calling 517.676.2233.

Ingham County Parks & Recreation Commission Members: Chair Matt Bennett, Vice-Chair Jessy Gregg, Secretary Cherry Hamrick, Ryan Earl, Brian Jackson, Paul Pratt, Simar Pawar, County Commissioner Emily Stivers, County Commissioner Chris Trubac, and Michael Unsworth

Ingham County Park Staff: Director Tim Morgan, Burchfield County Park Manager II Jeff Gehl, Burchfield County Park Assistant Manager I Tim Buckley, Hawk Island County Park Manager III Brian Collins, Accounting Clerk Cindy Wilcox, Mechanic David Strahle, Executive Assistant Nicole Wallace, Park Ranger I Cole Publiski, Park Ranger I Mark Wichtoski, Lake Lansing Park Manager II Coe Emens III, and Lake Lansing Park Assistant Manager I Cristina Estrada

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
December 10, 2018

The Ingham County Parks & Recreation Commission held a Regularly Scheduled Meeting at the Hilliard Building, Conference Room B, 121 E. Maple Street, Mason, Michigan.

Board Members

Present: Commissioner Teri Banas, Matt Bennett, Ryan Earl, Jessy Gregg, Cherry Hamrick, Michael Unsworth, and Simar Pawar (entered the meeting at 5:36pm)

Absent: Paul Pratt and Brian Jackson

Also Present: Park Director Tim Morgan, Recording Secretary Nicole Wallace, Lake Lansing Park Manager Pat Witte, Melissa Buzzard-Trails & Parks Millage Program Coordinator, Lauren Ross-FLRT Trail Ambassador Program Coordinator, Brett Kaschinske - City of Lansing, Younes Ishraidi - Meridian Township, Wendy Longpre - East Lansing, and Wanda Bloomquist - Williamstown Township

Call to Order: Chair Bennett called the Regularly Scheduled Parks & Recreation Commission meeting to order at 5:30pm

Minutes: **Moved by** Ms. Hamrick and **Supported by** Ms. Gregg to approve the November 13, 2018 minutes of the regular meeting as written.
Yes-6; No-0. MOTION CARRIED.

LIMITED PUBLIC COMMENT

None.

LATE ITEMS / CHANGES / DELETIONS

None.

ADMINISTRATIVE REPORTS

Director

Mr. Unsworth asked for an update on the wayfinding process. Mr. Morgan stated he has been working with the Purchasing Department and Commissioner Grebner to draft an RFP for the design of the signs.

Ms. Hamrick asked for an update on the Revenue Management System. Mr. Morgan stated Vermont Systems did a site visit for the parks recently and we are still collecting data.

Simar Pawar entered the meeting at 5:36pm.

Commissioner Banas asked what changes have been made regarding wayfinding since the previous stakeholder meetings. Mr. Morgan stated he was instructed to follow the directives of Commissioner Grebner and draft an RFP for the design of the signs. Once this process is finished, the next RFP would be for the fabrication and installation of the signs. Commissioner Banas asked if the Park Commission will have any input on this process. Mr. Morgan stated he has been instructed to return to the Human Services Committee and Finance for review. Commissioner Banas stated it is important for the Park Commissioners to know these changes. Commissioner Banas stated Commissioner Grebner's comments were subjective, for example the signs were too busy. Commissioner Banas stated she disagreed with this.

Mr. Morgan stated he is following the directives of the Deputy Controller to work with Commissioner Grebner's input. Commissioner Banas recommended Mr. Morgan ask other park directors to help inform this conversation. Mr. Morgan stated we have had stakeholder meetings to gather input and at this point, he is struggling to get what everyone wants. We had a recent stakeholder meeting three weeks ago which 14 communities attended and we have been working with Spicer Group to draft the RFP. Commissioner Grebner did not like that version, so a new version has been drafted. Mr. Morgan stated there may not be another stakeholder meeting as directed from the Controller's Office.

However, Mr. Morgan stated he may recommend another stakeholder meeting once the bids are received. Mr. Morgan stated he can send the RFP to the Park Commission so they know what is being requested. Commissioner Banas thanked Mr. Morgan and the communities for their work on this.

Mr. Bennett stated it is clear the Park Commission has been taken out of the process. Mr. Morgan stated he would welcome input from the Park Commission to share with the Board of Commissioners. Commissioner Banas stated she will analyze this.

Ms. Gregg asked if we will be awarded any DNR grants for next year. Mr. Morgan stated the official DNR meeting is later this week when they announce which applications were funded, and we expect to be funded for the Trust Fund grant, but not the Passport grant.

Park Managers

Mr. Witte stated we have been preparing for winter sports at all three parks. We have been working on making snow at Hawk Island. Mr. Morgan stated there are new signs on the trails at Burchfield Park. Mr. Morgan stated Tri-County Bicycle Association helped fund some of these signs. Ms. Hamrick asked why Burchfield Park staff clears Waverly Road. Mr. Morgan stated we are doing that as a favor for Lansing Township and the Controller's office asked the Parks Department to do this.

Administrative Office

Ms. Wallace stated our office interns visited Riverbend Natural Area and Bunker Road Landing to be better able to answer customer inquiries.

Financial Report

Mr. Morgan stated he expects to be able to add to the fund balance.

Millage Coordinator Report

As reported.

FLRT Trail Ambassador Report

As reported.

CORRESPONDENCE & CITIZEN COMMENT

Mr. Witte referenced a magazine article about the Lake Lansing Boat Launch.

DISCUSSION ITEMS

Meridian Township - Okemos Road Boardwalk ~

Mr. Morgan thanked Mr. Ishraidi for attending recent ribbon cutting events. Mr. Ishraidi stated Mr. Veenstra was a vocal advocate for the trails and was happy the County had an event to honor him. Mr. Ishraidi stated he recently attended the ribbon cutting for the City of Mason's project. Mr. Ishraidi stated he noticed that the boardwalk was 10 feet wide, which is not AASHTO standards. Mr. Ishraidi stated he was previously told to conform to AASHTO standards for Meridian's Townships projects. Mr. Ishraidi stated the City of Mason's trail was submitted as a 10 foot wide trail, not as a waiver request. Mr. Ishraidi asked if Meridian Township can do a 10 foot trail instead of 14 feet.

Ms. Buzzard asked if they do this deviation, will it affect a future TAP grant, for connectivity or Phase II? Mr. Ishraidi stated no. Mr. Ishraidi stated they would apply for a TAP grant for phase III.

Mr. Morgan asked if the whole trail isn't AASHTO standard, would this affect a future application. Mr. Ishraidi stated from Central Park to where it dead ends is 7 foot trail. Mr. Ishraidi stated they designed it for 14 feet, but they are not getting TAP dollars for that portion, so they are now requesting it to be 10 feet. Ms. Buzzard stated she followed up with Mr. Heck about why Mason made the trail 10 feet and he said it was because of limitations. Mr. Ishraidi stated this is similar to Meridian Township where they have wetlands and have to cross pipeline. Ms. Buzzard asked if the permitting agencies had an issue with the 14 foot trail. Mr. Ishraidi stated it is above the flood plain. Mr. Ishraidi stated the most important thing here is the cost savings. Ms. Buzzard asked if shared use trail needs to be AASHTO requirements. Mr. Ishraidi stated yes.

Ms. Buzzard stated the Park Commission and Board of Commissioners passed a resolution about design standards and she understands his request, but is concerned about setting a precedent. Mr. Morgan asked if the money could be reallocated if there is cost savings. Commissioner Banas stated reallocating money should be dealt with separately. Commissioner Banas stated this is a sign of good stewardship of millage dollars. Mr. Bennett stated if there are overages on projects, it goes back to the millage fund.

Ms. Pawar stated she is concerned if it is an issue if some of the trail is not up to AASHTO standards. Mr. Ishraidi stated he understands that question, and he is fairly certain it will not impact Phase III. Mr. Ishraidi asked where do you draw the line, they have several trails not at that width. TAP will allow for design exceptions too.

ACTION ITEMS

Meridian Township - Okemos Road Boardwalk

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MR. UNSWORTH

TO ALLOW MERIDIAN TOWNSHIP TO EXECUTE THE OPTION OF A REDUCED BOARDWALK WIDTH OF 10 FEET FOR THE OKEMOS ROAD BOARDWALK PROJECT GIVEN THAT IT MAY RESULT IN A COST SAVINGS TO THE COUNTY AND IT HAS NO HARMFUL IMPACT ON FUTURE GRANT FUNDING REQUESTS, FEDERAL OR OTHERWISE.

THE MOTION CARRIED UNANIMOUSLY. Absent: Paul Pratt and Brian Jackson. MOTION CARRIED.

Resolution to Comply with Provisions of the Open Meetings Act Setting Parks & Recreation Commission Meetings for January 2019 through December 2019~

Mr. Bennett stated the meeting locations are mostly in Lansing. Mr. Earl stated he likes to rotate locations. All commissioners present agreed to change the November and March meeting location to Mason.

**RESOLUTION #29-18 TO COMPLY WITH PROVISIONS OF THE OPEN MEETINGS ACT
SETTING PARKS & RECREATION COMMISSION MEETINGS FOR JANUARY 2019 THROUGH
DECEMBER 2019**

WHEREAS, it is necessary for the Parks & Recreation Commission to adopt an annual resolution to comply with the provisions of the Open Meetings Act of 1976, P.A. 267, as amended, and set dates, time, location and meeting rules and regulations of Ingham County Parks & Recreation Commission meetings for 2019, pursuant to the provisions of said Act.

THEREFORE, BE IT RESOLVED that the Parks & Recreation Commission adopts the following meeting dates for 2019, time, location and amended meeting rules and regulations, pursuant to provisions of the Open Meetings Act, Public Act 267 of the Public Acts of 1976, as amended:

I. The Ingham County Parks & Recreation Commission shall conduct meetings on Mondays as noted below unless otherwise posted.

Date	Time	Room/Shelter	Building/Park	City
January 14 2 nd Monday	5:30pm	Room A	Human Services Building	Lansing
February 25	5:30pm	Room A	Human Services Building	Lansing
March 25	5:30pm	Room B	Hilliard Building	Mason
April 22	5:30pm	Room A	Human Services Building	Lansing
May 20	5:30pm	Winter Sports Building	Burchfield Park	Holt
June 24	5:30pm	Lakeview Shelter	Lake Lansing South	Haslett
July 22	5:30pm	Red Tail Shelter	Hawk Island	Lansing
August 26	5:30pm	Room A	Human Services Building	Lansing
September 23	5:30pm	Room B	Hilliard Building	Mason
October 21	5:30pm	Room A	Human Services Building	Lansing
October 28	5:30pm	Room A	Human Services Building	Lansing

November 18	5:30pm	Room B	Hilliard Building	Mason
December 16	5:30pm	Room A	Human Services Building	Lansing

In the event of a special meeting, rescheduled meeting or cancellation of a regularly scheduled meeting, a notice of same will be posted at the offices of the Ingham County Parks Department, 121 E. Maple St., Suite 102, Mason, MI 48854 at least 18 hours prior to the time of the meeting or canceled meeting.

II. All regularly scheduled meetings shall be held at the location noted above unless otherwise posted. Notice of meeting will be posted at the offices of the Ingham County Parks Department, 121 E. Maple St., Suite 102, Mason, MI 48854 at least 18 hours prior to the time of the meeting. Requests for information regarding meetings are to be directed to the Ingham County Parks Department, 121 E. Maple St., Suite 102, Mason, Michigan 48854; telephone (517) 676-2233.

III. All meetings of the Parks & Recreation Commission shall be open to the public and all persons shall be permitted to attend any meeting; except a closed meeting may be held in accordance with Sections (7) and (8), as required by the Open Meetings Act of 1976, Public Act 267, as amended.

IV. This Commission authorizes the Recording Secretary or his/her designee to post all required notices of regular, rescheduled or special meetings of this Commission, or any other postings, as required by the Open Meetings Act of 1976, Public Act 267, as amended.

V. The Recording Secretary or his/her designee shall be responsible for preparation, distribution and storage of all minutes of this Commission as required by the Open Meetings Act of 1976, Public Act 267, as amended.

VI. The minutes of open meetings shall be available for public inspection at the office of the Recording Secretary, Ingham County Parks Department, 121 E. Maple St., Suite 102, P.O. Box 178, Mason, Michigan 48854, and shall be available to the public at a reasonable copying cost, as required by the Open Meetings Act of 1976, Public Act 267, as amended.

VII. To provide the public its right to address this Commission during any regular or special meeting, any member of the public may address the Commission for up to three (3) minutes per individual as scheduled on the agenda at the beginning of each meeting, and up to three (3) minutes at the end of the meeting at the time scheduled on the agenda for public comment; except that comments on an item scheduled for a public hearing may be made at that time pursuant to Section VIII hereof. At the discretion of the Chairperson, this time may be extended by granting an additional one (1) minute. During an agenda item, members of the public may not address the Commission unless recognized by the Chairperson. To accommodate public comment, the Commission Chairperson, at his/her discretion, may combine an agenda item into the public comment portion of the meeting in order to facilitate input from the public.

VIII. To provide the public its right to address this Commission during scheduled public hearings, any member of the public may address the Commission for up to five (5) minutes per individual,

when recognized by the Chairperson. All comments are to be directed to the Chairperson. Comments are to be specific and address only the subject of the public hearing, otherwise the speaker may be ruled out of order at the discretion of the Chairperson.

IX. The Chair may call to order any person who is ruled out of order or who otherwise disrupts the orderly conduct of business at meetings, including speaking without being recognized, interrupting speakers, the Chair, Commission members or staff, exceeding designated time limits, failure to be germane to the issue at hand, use of vulgarities, or otherwise being disruptive. A person may be prohibited from speaking again at the same meeting, may be asked to leave the premises or may be removed from the meeting at the discretion of the Chairperson and/or may be subject to arrest.

X. Members of the public desiring to speak to the Commission may be required to identify themselves before speaking, as required by the Open Meetings Act of 1976, Public Act 267, as amended.

XI. The Ingham County Parks Department will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at meetings to individuals with disabilities, at all public meetings and public hearings upon ten (10) days notice to the Ingham County Parks Department prior to the date set for the public hearing or meeting. Individuals with disabilities requiring auxiliary aids or services should contact the ADA Coordinator for the Ingham County Parks Department.

Moved by Mr. Earl and Supported by Mr. Bennett that Resolution #29-18 be approved as amended. Yes-7; No-0. MOTION CARRIED.

Resolution Honoring Teri Banas~

Chair Bennett presented the resolution honoring Teri Banas.

RESOLUTION #30-18 HONORING TERI BANAS

WHEREAS, Teri Banas has served the community for many years actively engaged in local public service; and

WHEREAS, Teri has shown a remarkable level of leadership and devotion to the idea of community involvement by actively seeking out ways to benefit the community in which she lives; and

WHEREAS, Teri served as an Ingham County Board of Commissioner from 2015 to 2018; and

WHEREAS, Teri has served on the Ingham County Parks & Recreation Commission from 2016 to 2018; and

WHEREAS, Teri served as the Chair of the Trails and Parks Millage Task Force; and

WHEREAS, Teri was able to bring into the Parks and Recreation Commission's deliberations relevant ideas and insights from her previous public service and personal experience; and

WHEREAS, Teri not only brought to the Parks and Recreation Commission her dedication and commitment to serve the public, but also a strong work ethic with a team work philosophy; and

WHEREAS, Teri exemplifies the best in public service through her caring commitment to her responsibilities and duties as an Ingham County Parks & Recreation Commission member; and through her desire to improve the Ingham County park system as a whole; and

WHEREAS, Teri's efforts have contributed to the Parks Department's ability to provide exceptional service to the citizens of Ingham County; and

WHEREAS, throughout her term as a Parks and Recreation Commission member, Teri has helped to advance, develop, and implement effective parks policies.

WHEREAS, through her persistence, consideration, and reliability, she has promoted a relationship of respect, understanding, and cooperation between the Ingham County Parks Commission, other local governmental agencies and the community at large.

THEREFORE BE IT RESOLVED, that the Ingham County Parks and Recreation Commission, by adoption of this resolution, recognizes the impact and quality of Teri Banas' work, and expresses its sincere appreciation to her for the services and benefits which have been received by the citizens of Ingham County.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission extends to Teri Banas its best wishes for continued success in all her future endeavors.

Moved by Mr. Unsworth and Supported by Ms. Hamrick that Resolution #30-18 be approved as written. Yes-7; No-0. MOTION CARRIED.

Trails and Parks Millage Fourth Round Application Scoring~

WILLIAMSTOWN TOWNSHIP

Project Title: Red Cedar River Water Trail

Type of Project: Special Project, Small Project

Amount Requested: \$50,000

Ms. Gregg stated she was impressed with the interdepartmental cooperation for this project. Mr. Unsworth stated this project is good for connectivity. Commissioner Banas stated we should recommend a blueways project. Ms. Pawar stated she is in support of this project.

Ms. Pawar stated she would like a better way of scoring small projects for the next round of millage applications. For example, reserving a certain amount of money for small projects.

Commissioner Banas stated she likes supporting communities that have not been previously awarded. Commissioner Banas recommended staff provide these justifications for the recommendations in the memo to the Board of Commissioners. Mr. Bennett stated the Park Commissioners' scoring should be shared with the Board of Commissioners. Mr. Unsworth clarified these are recommendations to the Board of Commissioners.

MOVED BY MS. HAMRICK, SUPPORTED BY MR. UNSWORTH

TO RECOMMEND FUNDING WILLIAMSTOWN TOWNSHIP'S RED CEDAR RIVER

WATER TRAIL IN YEAR 2019.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

FLRT/CITY OF LANSING

Project Title: Volunteer Trail Ambassador Coordinator

Type of Project: Special Project

Amount Requested: \$15,000

Mr. Morgan stated this position is crucial to be able to support the wayfinding program. Ms. Hamrick stated Ms. Ross has been integral in involving different communities. Ms. Hamrick stated one more year of funding is critical. Ms. Gregg stated she is worried that the wayfinding process may not be done in a year, and wonders if there is an alternative way to fund this position. Ms. Ross stated she agrees with her comments about wayfinding, and she has applied for grant programs and will do more events to get revenue. She is working on building a model that relies less on millage funding.

Commissioner Banas asked if this position wasn't funded how the work would get done. Ms. Hamrick stated the work wouldn't get done. Commissioner Banas stated she thinks the volunteer turnout hasn't been very good. Mr. Unsworth stated it is harder to get younger volunteers to participate. Mr. Unsworth stated TART has a lot of retired volunteers, and it will take time to get more volunteers.

MOVED BY MS. HAMRICK, SUPPORTED BY MR. UNSWORTH

TO RECOMMEND FUNDING THE CITY OF LANSING/FLRT'S VOLUNTEER TRAIL AMBASSADOR COORDINATOR IN YEAR 2019.

YES-6; NO-0; ABSTAIN-1 (CHERRY HAMRICK). ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

VILLAGE OF DANSVILLE

Project Title: Village of Dansville Biking/Walking Trail Plan

Type of Project: Special Project, Small Grant

Amount Requested: \$13,500

Mr. Morgan stated the Village of Dansville previously applied for this and was denied. Mr. Morgan encouraged the Park Commission to recommend this project. Ms. Buzzard stated she met with the Village of Dansville to discuss the plan which would allow for the village be able to apply for grants and future connectivity. Ms. Gregg stated we should encourage communities to have plans so that they can apply for grants in the future. Mr. Unsworth stated they are a part of the community and he supports this. Ms. Pawar stated she supports this too. Commissioner Banas stated there is an interest from bike groups to ride into the community. Mr. Unsworth stated this is a nice bike ride to Dansville. Mr. Bennett stated we would like to get to the Iron Belle Trail eventually, and the only way to do this is through Dansville. Mr. Bennett stated they alluded to this, but he suggests the Park Commission makes the recommendation with a stipulation they must include how to get from the Mason Hayhoe trail to Stockbridge.

MOVED BY MS. GREGG, SUPPORTED BY COMMISSIONER BANAS

TO RECOMMEND FUNDING THE VILLAGE OF DANSVILLE'S BIKING/WALKING TRAIL PLAN IN 2019.

COMMISSIONER BANAS SUGGESTED A FRIENDLY AMENDMENT SUPPORTED BY MS. GREGG TO RECOMMEND FUNDING THE PLAN WITH THE STIPULATION THAT THE VILLAGE OF DANSVILLE MUST INCLUDE IN THE PLAN ALL INFORMATION REQUIRED TO DEVELOP A TRAIL CONNECTING THE HAYHOE TRAIL IN MASON TO STOCKBRIDGE THROUGH DANSVILLE.

THIS AMENDMENT WAS ACCEPTED AS FRIENDLY BY THE COMMITTEE.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

AURELIUS TOWNSHIP

Project Title: Glenna Droscha Community Park Picnic Pavilion & Playground

Type of Project: Small Grant

Amount Requested: \$45,118

Commissioner Banas stated she does not recommend funding this project. Ms. Hamrick reminded Commissioners this is a trails and parks millage. Commissioner Banas stated it is both, it isn't that we just help build a park, but where there is a park that is being developed, the amenity that is being put into the park should improve the value of the trail. Ms. Pawar stated the population is 4,400. The park that is there is sufficient for their needs. From a population perspective, not many people would benefit from this project.

Mr. Morgan stated the *park* part of the millage is referring to Ingham County Parks. Mr. Morgan stated ~8-10% has been allocated for County Parks and 90% has been allocated to fund trail projects for other municipalities. Mr. Bennett stated it is a good project for 10 years down the road, but we need to work on connectivity now.

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MR. EARL

TO RECOMMEND NOT FUNDING AURELIUS TOWNSHIP'S GLENNA DROSCHA COMMUNITY PARK PICNIC PAVILION & PLAYGROUND.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

DELHI TOWNSHIP

Project Title: Holt to Mason Trail, Phase 1 (to be named Hayhoe Trail)

Type of Project: New Construction

Amount Requested: \$3,543,380

Ms. Gregg asked if we can commit funding past the current millage. Mr. Morgan stated no, it would only be a show of support not a commitment. Mr. Morgan stated the DNR needs an actual resolution showing an actual commitment. Ms. Buzzard stated Spicer Group and the State said we could possibly fund a portion of the amount, contingent upon the community applying for a grant.

Ms. Buzzard said the Township has stated they will not apply for a grant. Commissioner Banas stated the Township is unwilling to apply for a grant because they are applying for grants for local projects. Commissioner Banas stated other communities have made a choice to prioritize certain projects over other projects. The Township thinks they should not have to make that choice, and they deserve the funding.

Ms. Gregg asked if there is a limit to the number of grants a community can apply. Ms. Buzzard stated no, there is not a limit. Ms. Longpre stated typically two grants could be awarded to a community, usually not more than that. Mr. Morgan stated Ms. Buzzard met with TAP who said this was a good project. Mr. Bennett stated this application had the lowest match provided in this round. Commissioner Banas stated she is reluctant about this, it is our obligation to make our dollars stretch as far as possible, and to deal with public safety needs. In particular she would like to fund the Lansing Township project because it would remedy a safety issue. Commissioner Banas would like to support Delhi Township, but not the full amount, it is not realistic. Can they do a portion of this project, if it would makes sense? If not she doesn't see this happening.

Mr. Morgan stated if they apply for a TAP grant, maybe the Park Commission could fund a portion of the project. Mr. Unsworth stated they lowballed the cost on the ditch. Mr. Unsworth stated from a bicyclist's point of view, there are other routes in that area you could choose for a lot cheaper. He would recommend a signed bike route instead of a trail that he considers is not very attractive. Ms. Buzzard stated there are some other alternatives. Mr. Bennett stated he is abstaining from this discussion since he works for Delhi Township.

Ms. Gregg stated if we are okay with partially funding this, she would like to discuss other projects to see what other funds we may have and return to this at a later time in the meeting. Ms. Hamrick stated she doesn't want to fund the whole amount, but would like to show some support. Ms. Gregg stated she would like to fund a portion for them to plan this, and encourage them to apply for a grant and to prioritize this project. Mr. Bennett stated he is against giving money to communities if they don't have a clear plan. This applies to any community. Ms. Hamrick asked if County staff had asked the Township to break this down and give a phased approach. Ms. Buzzard stated we have asked the Township this, and if they did phase it, that could result in a trail to nowhere.

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MS. GREGG

TO RECOMMEND NOT FUNDING 3.5 MILLION AT THIS TIME IN THE MEETING FOR DELHI TOWNSHIP'S HOLT TO MASON TRAIL, PHASE 1 (TO BE NAMED HAYHOE TRAIL).

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. ABSTAIN MATT BENNETT. MOTION CARRIED.

LANSING TOWNSHIP

Project Title: Waverly Road Shared Use Pathway Project

Type of Project: New Construction

Amount Requested: \$344,750

Ms. Hamrick stated she recommends this project. This is a safety concern. She has witnessed a person in a wheelchair getting hit along this stretch. Mr. Unsworth stated this is a necessary project. Commissioner Banas stated there was a pedestrian death and the number one goal of government is to protect public

safety. The collaboration with other communities is also important. Ms. Buzzard stated this is a big safety concern. Ms. Gregg stated she supports the project.

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MS. HAMRICK

TO RECOMMEND FUNDING LANSING TOWNSHIP'S WAVERLY ROAD SHARED USE PATHWAY PROJECT IN YEAR 2019.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

MERIDIAN TOWNSHIP

Project Title: MSU to Lake Lansing Connector Trail - Phase II

Type of Project: New Construction

Amount Requested: \$645,000

Commissioner Banas stated public input shows that there is supports of this project. Connecting MSU and the parks is great. We would like to see the momentum of this project and see it completed. Mr. Unsworth stated this is an important project. Ms. Gregg stated this opens up a section of trails that are attractive and will be enjoyed and heavily used. It will make it easier to commute by bike. Ms. Pawar stated this project is important for connectivity.

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MR. UNSWORTH

TO RECOMMEND FUNDING MERIDIAN TOWNSHIP'S MSU TO LAKE LANSING CONNECTOR TRAIL - PHASE II WITH 50% FUNDING IN 2019 AND 50% IN 2020

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

CITY OF LANSING

Project Title: Cambridge to Francis River Trail Connection

Type of Project: New Construction

Amount Requested: \$400,030

Ms. Gregg stated in her opinion this is too small of a connector to fund. It is not of regional significance. Commissioner Banas urged staff include in the memo to the Board of Commissioners that this is a fine connector project, just not of regional importance yet.

MOVED BY MS. GREGG, SUPPORTED BY COMMISSIONER BANAS

TO RECOMMEND NOT FUNDING THE CITY OF LANSING'S CAMBRIDGE TO FRANCIS RIVER TRAIL CONNECTION.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

CITY OF LANSING

Project Title: Bridge #13, 14, 15, 18 and 31

Type of Project: Repair/Rehab

Amount Requested: \$1,618,996 breakdown of cost:

Bridge #18 Replace: \$714,017.94

Bridge #13 Repair: \$86,442.85

Bridge #15 Repair: \$344,042.54

Bridge #14 Repair: \$100,980.97

Bridge #31 Repair: \$373,511.70

Mr. Morgan stated Bridge #18 could have been funded in the big fix. Mr. Bennett stated this is a safety concern and should be recommended.

BRIDGE 18

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MR. BENNETT

TO RECOMMEND FUNDING THE CITY OF LANSING'S BRIDGE #18 WITH 50% FUNDING IN 2019 AND 50% IN 2020.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

Ms. Hamrick asked for the condition of the Caser Chavez bridge. Commissioner Banas asked if there is an immediate need. Ms. Gregg stated can this can wait three years for the next millage. Ms. Gregg stated the Pennsylvania Bridge is heavily used. The Caesar Chavez bridge would have the least impact if not funded now.

BRIDGE 13, 15, 14, 31

MOVED BY MS. GREGG, SUPPORTED BY MR. UNSWORTH

TO RECOMMEND FUNDING THE CITY OF LANSING'S BRIDGE #13 IN YEAR 2019.

TO RECOMMEND FUNDING THE CITY OF LANSING'S BRIDGE #15 IN YEAR 2020

TO RECOMMEND FUNDING THE CITY OF LANSING'S BRIDGE #14 IN YEAR 2020.

TO RECOMMEND NOT FUNDING THE CITY OF LANSING'S BRIDGE #31.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

Ms. Gregg stated we encourage the City of Lansing to reapply for Bridge #31 if the millage is renewed.

EAST LANSING

Project Title: Pedestrian Connection to Northern Tier Trail at Riveria Drive

Type of Project: New Construction

Amount Requested: \$370,796

and

Project Title: Pedestrian Connection to Northern Tier Trail at Colorado Drive

Type of Project: New Construction

Amount Requested: \$191,684

Mr. Unsworth stated these are local projects, and some of the routes were on sidewalks to get to the trails. According to the census, it is a poverty stricken area, but in reality he thinks this is reaching. Mr. Unsworth stated it is not a regional connection. Mr. Bennett stated he agrees, this is similar to why we didn't fund the City of Lansing's Cambridge to Francis River Trail Connection. Mr. Unsworth stated it is not appropriate for the whole population of the County, it just benefits two neighborhoods. Ms. Gregg stated eventually she sees this as an important connection for the future. Ms. Gregg said there is an apartment complex it would connect to, which could be considered low income.

Commissioner Banas asked why is it so expensive. Ms. Longpre stated they have to meet the requirements of going over a County drain, it has to be clear span and be outside of drain flow, etc. Colorado Drive goes across a City drain and their engineers said they can do a box culvert which is less expensive. Mr. Morgan stated this is a project they cannot fund on their own, it is a spoke and important on a local level. Ms. Longpre stated extending the trail further is challenging, they will have to go through neighborhoods. These small connections is the only way they can make their way down to the River Trail. Ms. Pawar stated it is a local project, it does connect to neighborhoods and it would make a great connection for them. Connectivity has to start somewhere, and maybe in a few years we can think about this. Commissioner Banas stated to get to regional connections it does require small steps to go through neighborhoods, and we do need to be mindful of that.

MOVED BY MR. UNSWORTH, SUPPORTED BY MR. BENNETT

TO RECOMMEND NOT FUNDING EAST LANSING'S PEDESTRIAN CONNECTION TO NORTHERN TIER TRAIL AT RIVERIA DRIVE AND EAST LANSING'S PEDESTRIAN CONNECTION TO NORTHERN TIER TRAIL AT COLORADO DRIVE.

YES-5; NO-1 (JESSY GREGG); ABSTAIN-1 (CHERRY HAMRICK). ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

INGHAM COUNTY

Project Title: Lake Lansing Park South Improvements

Type of Project: Repair/Rehab

Amount Requested: \$1,040,200

Commissioner Banas stated she is partial to the Lake Lansing Park South project since the bathhouse is crumbling. It is a regional destination park. It would be hard to do this improvement without County dollars. Can we do both County projects? Ms. Gregg reminded the commissioners we have not allocated

any money to Delhi Township yet. Ms. Pawar said there is a need for this project, and she would prioritize Lake Lansing Park South over the Hawk Island project. Commissioner Banas asked if we can use different CIP funds for the Hawk Island project. Mr. Morgan stated insurance will cover some improvements to Hawk Island.

Ms. Hamrick and Ms. Gregg stated they are concerned if we fund this there will not be enough money for Delhi Township's project. Mr. Unsworth stated the biggest part of Lake Lansing is the bathhouse and paving. Mr. Witte stated this is a safety concern, the bathhouse is a need. Ms. Pawar stated that parks need improvements, a diverse population uses the park and bathroom accessibility is important. There is a need for this to be funded.

Commissioner Banas stated the bathhouse is a big component but the rest of the project is ADA accessibility. The Park Commission has pledged to support accessibility, which is a part of public safety. We are trying to use millage dollars to improve regional connectivity as well as public safety. This is a park that attracts people from across the greater Lansing area. Commissioner Banas urges the commission to fully fund the project. This deals with public safety. Mr. Bennett stated we should fully fund this project.

Mr. Bennett stated if we had the money we could fund Delhi Township, but if we funded them, we would have nothing else to give to other communities. If the millage is renewed, and Delhi Township reapplied, that would allow for funding to be spread out over six years. Ms. Gregg stated other communities like Meridian Township has provided high matches for their projects, whereas Delhi Township has not shown this same level of commitment. Commissioner Banas recommended this point be included in the memo to the Board of Commissioners. Commissioner Banas stated Delhi Township would have been funded if they would have asked for less money and provided more match.

Mr. Morgan stated he is thankful the Park Commission is recommending this project. Commissioner Banas read from Mr. Morgan's monthly report "we received notice on this round of MDNR Trust Fund Grant for Lake Lansing South which we scored number one for Trust Fund and should get that award." Mr. Morgan clarified it is not for this project, this would be a new application but it could score high because it is a high population area just like the grant we scored number one. Mr. Morgan stated currently there are no showers at Lake Lansing South and this project would be a facelift for the park. Mr. Witte stated it is a destination and Lake Lansing South has a body of water which attracts many visitors. Commissioner Banas said she has heard from some people that their only vacation was to Lake Lansing.

MOVED BY MS. PAWAR, SUPPORTED BY COMMISSIONER BANAS

TO RECOMMEND FUNDING INGHAM COUNTY'S LAKE LANSING PARK SOUTH IMPROVEMENTS PROJECT IN YEAR 2020.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

INGHAM COUNTY

Project Title: Hawk Island Park Improvements

Type of Project: Repair/Rehab

Amount Requested: \$548,500

MOVED BY MS. GREGG, SUPPORTED BY MS. HAMRICK

TO RECOMMEND NOT FUNDING INGHAM COUNTY'S HAWK ISLAND PARK IMPROVEMENTS.

Commissioner Banas asked if we could break the project up? Mr. Morgan stated we split this into a Trust Fund and a Land and Water Conservation Fund grant, so we could choose one or the other. Mr. Morgan stated the Trust Fund grant is for a new paved path, three new fishing piers, etc. Mr. Morgan stated the Land and Water Conservation Fund grant is for an accessibly canoe / kayak launch, new shelters, and new walkways which would replace the current dock. Mr. Morgan stated the priority is the Trust Fund grant in the amount of \$300,000. Ms. Hamrick stated if this project is funded, that would leave no funding for Delhi Township.

MS. GREGG WITHDREW HER MOTION AND MS. HAMRICK WITHDREW HER SUPPORT OF THE MOTION. MR. UNSWORTH PROPOSED THE FOLLOWING MOTION:

MOVED BY MR. UNSWORTH, SUPPORTED BY COMMISSIONER BANAS

TO RECOMMEND FUNDING A PORTION OF INGHAM COUNTY'S HAWK ISLAND PARK IMPROVEMENTS PROJECT IN THE AMOUNT OF \$300,000 FOR THE PORTION OF THE APPLICATION TIED TO THE DNR TRUST FUND APPLICATION TO INCLUDE A NEW PAVED PATH, IN LIEU OF THE BOARDWALK ALONG BANK OF THE LAKE, REPLACEMENT OF ASPHALT WALKWAYS BETWEEN THE BATHHOUSE, PARKING LOT AND DOCKS, THREE NEW FISHING PIERS / OVERLOOK DOCKS, NATIVE LANDSCAPING, PARKING LOT STRIPING, AND STRIPING OF THE TRAIL LOOP AROUND THE LAKE AND OUT TO CAVANAUGH ROAD WITH \$78,604.18 FUNDED IN 2019 AND \$221,395.82 FUNDED IN 2020.

THE MOTION CARRIED UNANIMOUSLY. ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

Project Title: Holt to Mason Trail, Phase 1 (to be named Hayhoe Trail)

Type of Project: New Construction

Amount Requested: \$3,543,380

Mr. Unsworth recommended Delhi Township look at alternative routes. Ms. Pawar stated there is a connectivity issue, what the proposal writers have done is not enough. It should be broken down in segments, and how it is being brought forward needs work. Mr. Unsworth said they lowballed the cost for ditches. Tri-County Regional Planning Commission will have a plan that will be unveiled in March, so he thinks there is reason to delay this. Ms. Gregg stated arranging easements can be time consuming. With creative application of funds, there could be a more enjoyable route.

Mr. Bennett stated if the millage is renewed, maybe we could forgo this for a couple of years. We could work between different communities to come up with a plan for connectivity. Ms. Gregg thinks we will have to lead this. Mr. Bennett stated Aurelius Township is small, they are not going to want to take ownership. Maybe Dart could get involved. Mr. Bennett stated if our Park Commission wants this as a priority, we may need to be proactive. Mr. Unsworth stated the way the Ingham County Trails and Parks Comprehensive Report was written is that it is in the hands of the communities. Commissioner Banas

stated the Task Force didn't want to take ownership since we didn't want to get in over our heads. Maybe there is a discussion that needs to be had. Commissioner Banas stated it is not productive to have the Township ask to have the County fully fund their project. Commissioner Banas stated we funded 10 out of 14 communities, and if we funded Delhi Township we would only be able to fund 2 projects. Commissioner Banas recommended not funding this because it is the only project we could fund and then there would be other worthy projects we could not fund. We would welcome an application in the future.

MOVED BY COMMISSIONER BANAS, SUPPORTED BY MR. UNSWORTH

TO RECOMMEND NOT FUNDING DELHI TOWNSHIP'S HOLT TO MASON TRAIL, PHASE 1 (TO BE NAMED HAYHOE TRAIL) PROJECT THIS YEAR DUE TO THE HIGH COST.

YES-6; NO-0; ABSTAIN-1 (MATT BENNETT). ABSENT: PAUL PRATT AND BRIAN JACKSON. MOTION CARRIED.

BOARD/STAFF COMMENTS

Ms. Hamrick stated she will get back to the Park Commission about jackets. Ms. Pawar thanked Ms. Buzzard for setting up the site visits. Ms. Buzzard thanked the Park Commissioners for their hard work.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 8:39pm.

Meeting adjourned

Minutes submitted by:
Nicole Wallace, Recording Secretary

INGHAM COUNTY PARKS AND RECREATION COMMISSION

Meeting of January 14, 2019

RESOLUTION # -19

RESOLUTION HONORING JEFF GEHL

WHEREAS, Jeff Gehl began his employment with the Ingham County Parks Department in 1987; and

WHEREAS, Jeff has been instrumental for the Ingham County Parks' development; and

WHEREAS, throughout his career he was responsible the operation of Burchfield County Park, including water front safety, grounds maintenance, building and equipment repairs and upkeep, department-operated rental services, supervising seasonal and full-time park employees, and other duties; and

WHEREAS, during his career Jeff was professional, dedicated, knowledgeable and loyal to the Parks Department mission to provide quality outdoor recreation opportunities and facilities for all segments of our population and to enhance the quality of life for park visitors and county residents through active citizen involvement, planned acquisition, preservation, and professional management of park lands; and

WHEREAS, Jeff formed a valuable partnership with the local disc golf community, which was integral in the planning and construction of two world class disc golf courses at Burchfield County Park. In September of 2018, the two courses received national attention when Burchfield County Park hosted the U.S. Women's Disc Golf Championship. This is directly attributed to the quality of design and level of maintenance dedicated to the courses; and

WHEREAS, over the course of his career he worked closely with the Mid-Michigan Mountain Biking Association to help develop, promote, and maintain over 10 miles of advanced mountain biking trails. This collaboration also helped create a long-term; self-sustaining volunteer group that donates countless hours to assist with the inspection and maintenance of the biking trails; and

WHEREAS, Jeff recognized the increasing popularity of canoeing and kayaking in the Grand River. He helped improve and expand the recreational opportunity at Burchfield County Park with additional equipment, changes in service hours, and placing the highest priority on safety, by performing frequent waterway maintenance, removing river debris and blockages; and

WHEREAS, Jeff's park management efforts have contributed significantly to the Parks Department's ability to provide exceptional service to the citizens of Ingham County and his level of commitment to the Ingham County Parks sets a positive example for others to follow; and

WHEREAS, Jeff's commitment to high work quality and a sense of ownership has proven to be a great asset to the County Parks Department and Ingham County; and

WHEREAS, his commitment to the Parks Department leaves an invaluable legacy of 1,200 acres of park land for the citizens of Ingham County to enjoy far into the future.

THEREFORE BE IT RESOLVED, that the Ingham County Park & Recreation Commission hereby honors Jeff Gehl for his outstanding quality of work, his commitment to provide a superior park system for the citizens of Ingham County, and extends its sincere appreciation for his countless contributions, and the lasting, positive impact he made during his years of dedicated service to the Ingham County Parks Department.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission extends to Jeff Gehl its best wishes for continued success in all his future endeavors.

INGHAM COUNTY PARKS AND RECREATION COMMISSION

Meeting of January 14, 2019
RESOLUTION # -19

**RESOLUTION TO RECOMMEND A CONTRACT
WITH LAUX CONSTRUCTION, LLC.**

WHEREAS, Board of Commissioners Resolution #18-307 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant Project Agreement for the grant application titled Lake Lansing North Park Improvements #TF17-0157; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced general contractors to enter into a contract for the purpose of making improvements to Lake Lansing North Park. The general scope of work includes, but is not limited to, new accessible HMA paved trails, gravel entry drive improvement, accessible boardwalk replacement and restroom building improvements; and

WHEREAS, Board of Commissioners Resolution #18-307 authorized the acceptance of a Michigan Natural Resources Trust Fund Grant Project Agreement in the amount of \$244,700, plus a local match of \$115,000 for a total project amount of \$359,700; and

WHEREAS, Board of Commissioners Resolution #18-185 authorized a contract with the prime professional, ROWE Professional Services Company in the amount of \$28,787 plus an additional \$3,000 by short form contract authorization; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Laux Construction, LLC as quoted in the base bid in the amount of \$330,700 plus Alternate 1 in the amount of \$4,750, Alternate 2 in the amount of \$13,000, and Alternate 3 in the amount of \$3,200, plus a contingency of \$10,000 for a total construction cost not to exceed \$361,650; and

WHEREAS, an additional \$1,865 is required for permitting; and

WHEREAS, the actual cost for the permitting, construction, and contingency exceeds the original budget by \$35,602; and

WHEREAS, additional funds need to be appropriated for the project from the Trails and Parks Millage fund balance in an amount of \$35,602.

THEREFORE BE IT RESOLVED, that the Parks and Recreation Commission recommend that the Ingham County Board of Commissioners approve entering into a contract with Laux Construction, LLC as quoted in the base bid in the amount of \$330,700 plus Alternate 1 in the amount of \$4,750, Alternate 2 in the amount of \$13,000, and Alternate 3 in the amount of \$3,200, plus a contingency of \$10,000 for a total construction cost not to exceed \$361,650 to enter into a contract for the purpose of making improvements to Lake Lansing North Park.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommend that the Board of Commissioners authorizes an additional \$35,602 from the Trails and Parks Millage fund balance for the Lake Lansing North Park project for permitting and construction and the Controller is authorized to transfer \$35,602 from the Trails and Parks Millage fund balance into line item #245-75299-974000-7P14.

BE IT FURTHER RESOLVED, that the term of the contract shall be from the date of execution until June 30, 2020.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

PARKS - LICENSE PURCHASE

County of Ingham - Post Bid Addendum No. 1

Point of Sale System

Packet #139-18

PRICING FORM for PARKS DEPARTMENT

(Please Type or Print Clearly in Ink)

All categories must be itemized in a spreadsheet as well as the total cost listed below.

<u>Items (One Time 1st Year Cost)</u>	<u>Total Cost</u>
• Hardware for POS Systems	\$ <u>72,780</u>
• Software (Include Cost for Shared Database for Parks and Zoo) or half?	\$ <u>41,848</u>
• Programming	\$ <u>—</u>
• Training	\$ <u>20,033</u>
• Installation	\$ <u>INC</u>
• Testing/Commissioning	\$ <u>INC</u>
• Delivery	\$ <u>2,503</u>
• Warranty for all applicable items above	\$ <u>INC</u>
Explain warranty coverage: <u>ALL HARDWARE HAS STANDARD 1 YEAR DEPOT WARRANTY. WE'VE INCLUDED 3 YEAR AND REPLACEMENT WARRANTY FOR THE TABLETS.</u>	
• Other Costs. Please explain any extra fees/costs not included in costs shown above: <u>DEVICES TO BE ACQUIRED FROM CARD CONNECT:</u>	
<u>INGENICO ISC250 - 2 @ \$25/MO</u>	\$ <u>600</u>
<u>INGENICO iSM174 20 @ \$25/MO</u>	\$ <u>6,000</u>
• First Year Maintenance and Support only	\$ <u>7,944</u>
<u>One Time 1st Year Cost Subtotal</u>	<u>\$151,708</u>

PARKS - LICENSE PURCHASE
County of Ingham - Post Bid Addendum No. 1
Point of Sale System
Packet #139-18

- Please break down annual maintenance and support cost by year:

Year 2	\$ 7,944
Year 3	\$ 8,341
Year 4	\$ 8,341
Year 5	\$ 8,758
Year 6	\$ 8,758
Year 7	\$ 9,196

Grand Total Cost For Parks \$ 203,046

CAR2CONNECT LEASE FEES 39,600
Year 2-7
\$ 242,646

INGHAM COUNTY PARKS AND RECREATION COMMISSION

Meeting of January 14, 2019

RESOLUTION # -19

RESOLUTION TO RECOMMEND IMPLEMENTING A REVENUE MANAGEMENT SYSTEM

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced vendors for the purpose of entering into a contract to provide a turnkey Point of Sale System for the Parks and Recreation Department and Potter Park Zoo; and

WHEREAS, a new revenue management system will streamline and make our operations more efficient; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Vermont Systems, Inc.

THEREFORE BE IT RESOLVED, that the Parks and Recreation Commission recommend that the Ingham County Board of Commissioners approve entering into a contract with Vermont Systems, Inc. for a term of five years with an option to renew for an additional 2-year period, contingent upon funding being approved from the annual budget request for years 3 through 7 of the contract term.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommend that the Board of Commissioners authorizes a contract with Vermont Systems, Inc. in an amount of \$151,708 for year one and \$14,544 for year two (\$7,944 in annual maintenance and support and \$6,600 for Card Connect Lease fees) for the Parks Department.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommend that the Board of Commissioners authorizes the Ingham County I.T. Department to purchase 10 new monitors from CDW-G for the Park's Department administrative office in an amount not to exceed \$1,374.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommend that the Board of Commissioners authorizes the Ingham County I.T. Department to purchase the hardware from CDW-G for 13 cradle points in an amount not to exceed \$22,000 for the Park's Department.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommend that the Board of Commissioners authorizes a service fee for the 13 cradle points paid to Verizon Wireless Services, LLC in the amount of \$4,678.83 for 2019 and \$6,238.44 for 2020 for the Park's Department.

BE IT FURTHER RESOLVED, funds are available in the Parks Department 208 fund balance for years one and two totaling \$179,760.83 for year one and \$20,782.44 for year 2 as summarized below:

Year 1:	Year 2:
\$151,708 – Vermont Systems	\$14,544 – Vermont Systems
\$22,000 – CDW-G Cradle Points	\$6,238.44 – Verizon
\$1,374 – CDW-G Monitors	
\$4,678.83 – Verizon	

Year 1 Grand Total: \$179,760.83

Year 2 Grand Total: \$20,782.44

Year 1 and 2 Grand Total: \$200,543.27

BE IT FURTHER RESOLVED, funding for year 3-7 will be requested as a new request in the yearly budget process as listed below:

Year	Annual Maintenance & Support Paid to Vermont Systems	Card Connect Lease fees Paid to Vermont Systems	Cradle Point Service Fee Paid to Verizon	Subscription License Year 4-7 Paid to CDW-G	Total
Year 3	\$8,341	\$6,600	\$6,238.44		\$21,179.44
Year 4	\$8,341	\$6,600	\$6,238.44	\$900	\$22,079.44
Year 5	\$8,758	\$6,600	\$6,238.44		\$21,596.44
Year 6	\$8,758	\$6,600	\$6,238.44		\$21,596.44
Year 7	\$9,196	\$6,600	\$6,238.44		\$22,034.44

BE IT FURTHER RESOLVED, the Board of Commissioners authorize a contract with Vermont Systems, Inc. in an amount of \$14,941 for year three, \$14,941 for year four, \$15,358 for year five, \$15,358 for year six, and \$15,796 for year 7 for the Parks Department, contingent upon funding being approved from the annual budget request for years 3 through 7 of the contract term.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes a service fee for the 13 cradle points paid to Verizon Wireless Services, LLC in the amount of \$6,238.44 for year 3, \$6,238.44 for year 4, \$6,238.44 for year 5, \$6,238.44 for year 6, and \$6,238.44 for year 7 for the Park's Department, contingent upon funding being approved from the annual budget request for years 3 through 7 of the contract term.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an additional \$900 for a subscription license paid to CDW-G for use of the cradle points for year 4-7 for the Park's Department, contingent upon funding being approved from the annual budget request for years 4 through 7 of the contract term.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of January 14, 2019

Motion to Approve Visitor Incentive Programs for Winter Activities

Move

To approve the following visitor incentive programs as authorized per Board of Commissioners Resolution #15-397:

- Free 2 hour snow tube rental at Burchfield Park on a date(s) to be decided for marketing as determined by staff (e.g. Martin Luther King Day)
- Reduced private reservation rate of \$500 for a school group for a 2 hour snow tube reservation between the hours of 10am-8pm Monday-Thursday or 10am-3pm on Friday at Hawk Island on a date(s) to be approved by staff
- Half off moonlight or regular ski rental at Burchfield Park on a date(s) to be decided for marketing as determined by staff (e.g. a Valentine's Day Special)
- Half of snow tube rental at Hawk Island on date(s) to be decided for marketing as determined by staff (e.g. Valentine's Day Special)

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION GRANTING THE INGHAM COUNTY PARKS AND RECREATION COMMISSION
THE ABILITY TO APPROVE FUTURE VISITOR INCENTIVE PROGRAMS
AT THE INGHAM COUNTY PARKS**

RESOLUTION # 15 – 397

WHEREAS, increasing visitation and providing positive visitor experiences at the Ingham County Parks are key elements of our Strategic Plan and Mission; and

WHEREAS, park staff wishes to develop occasional visitor incentive programs for promotional and marketing purposes (special rates/discounts) internally and with outside partners to increase visitation at the Ingham County Parks; and

WHEREAS, park staff will develop visitor promotions (special rates/discounts) for facilities and programs offered in the Parks; and

WHEREAS, building strong relationships with sectors of the community is good for the Ingham County Parks, Ingham County, and the State of Michigan; and

WHEREAS, all proposed visitor incentives will be reviewed by the Parks Director and the Ingham County Parks and Recreation Commission.

THEREFORE BE IT RESOLVED, the Board of Commissioners grants the Ingham County Parks & Recreation Commission the ability to approve occasional visitor incentive programs at Ingham County Parks after review by the Park Director and upon the recommendation of the Ingham County Parks & Recreation Commission.

COUNTY SERVICES: Yeas: Celentino, Koenig, Crenshaw, Banas, Bahar-Cook, Hope, Maiville
Nays: None **Absent:** None **Approved 10/20/15**

FINANCE: Yeas: Anthony, Bahar-Cook, McGrain, Schafer, Case Naeyaert
Nays: None **Absent:** Tennis, Tsernoglou **Approved 10/21/15**



INGHAM COUNTY TRAILS & PARKS MILLAGE GRANTS

2019 Amount Available	2019 Total Amount Recommended	Total Available in 2020	Total Amount Recommended 2019-2020
\$0.00	\$1,267,806.00	\$39,564.52	\$3,653,934.48

Score	Project Type	Applicant	Project Title	Grant Request	Fund in 2019	2020 Or Multiple Yrs.	Grant Award 2019	Grant Award 2020
42.07	Special	Williamston	Red Cedar River Water Trail	\$50,000.00	Yes		\$50,000.00	\$0.00
41.21	New	Lansing Township	Waverly Road Shared Use Path	\$344,750.00	Yes		\$344,750.00	\$0.00
31.96	Special	FLRT/Col	Volunteer Trail Ambassador/Coordinator	\$15,000.00	Yes		\$15,000.00	\$0.00
31.16	Repair	Bridge 13	CL-13	\$86,442.85	Yes		\$86,442.85	\$0.00
26.21	Special	Dansville	Dansville Hiking/Walking Trails	\$13,500.00	Yes		\$13,500.00	\$0.00
38.96	New	Meridian	MSU to Lake Lansing Connector, Phase II	\$645,000.00		Yes (19-20)	\$322,500.00	\$322,500.00
32.54	Repair	Bridge 18	CL-18-LTE-RC (between Aurelius and Crego)	\$714,017.94		Yes (19-20)	\$357,008.97	\$357,008.97
31.16	Repair	Bridge 15	CL-15	\$344,042.54		Yes (2020)	\$0.00	\$344,042.54
31.16	Repair	Bridge 14	CL-14	\$100,980.97		Yes (2020)	\$0.00	\$100,980.97
28.98	Repair	Ingham Co.	Hawk Island Park \$300,000	\$548,500.00		Yes (19-20)	\$78,604.18	\$221,396.00
24.86	Repair	Ingham Co.	Lake Lansing S. Improvements	\$1,040,200.00		Yes (2020)	\$0.00	\$1,040,200.00
33.89	New	City of Lansing	Trail Connect-Cambridge to Frances Park	\$400,030.00	No		\$0.00	\$0.00
33.29	New	Delhi	Holt to Mason, Phase I	\$3,543,380.00	No		\$0.00	\$0.00
31.16	Repair	Bridge 31	CL-31	\$373,511.70	No		\$0.00	\$0.00
29.75	New	E. Lansing	NTT-Ped. Connection at Riveria Drive	\$370,796.00	No		\$0.00	\$0.00
29.36	New	E. Lansing	NTT-Ped Connection at Colorado Drive	\$191,684.00	No		\$0.00	\$0.00
22.64	Special	Aurelius	Glenna Droscha Comm. Park	\$45,118.00	No		\$0.00	\$0.00
			Amount Requested	\$8,826,954.00		TOTAL ASK	\$1,267,806.00	\$2,386,128.48

-----Original Message-----

From: Morgan, Timothy
Sent: Wednesday, December 26, 2018 7:57 AM
To: Chris Nelson
Cc: Wallace, Nicole
Subject: RE: Concerns re: dogs at Riverbend Natural Area
Importance: High

Dear Mrs. Nelson,

I appreciate you taking the time to share your input on the phone and in writing. I am including your comments under citizen comment in the January Park Commission meeting packets. As I had discussed staff plans to meet with the new Animal Control director in the next couple weeks to discuss how they can help us better enforce the off leash issues at Burchfield and all the County Parks.

Citizen users are often our best eyes and ears in the parks we value that very much. I will let you know the outcome of what we come up with for future management of Burchfield Park and the County Parks in general as we proceed with working on solutions to this situation.

Thank you again and have a Happy New Year.

Sincerely,

Tim Morgan, CPRP (Certified Parks & Recreation Professional), and CTA (Certified Tourism Ambassador™) Director, Ingham County Parks
121 E. Maple St., Suite 102
Mason, Michigan 48854
517-244-7191 (Direct)
517-676-2233 (Park Information)
tmorgan@ingham.org
www.inghamcountyparks.org

-----Original Message-----

From: Chris Nelson [mailto:hopefloats17@gmail.com]
Sent: Friday, December 21, 2018 5:10 PM
To: Morgan, Timothy <TMorgan@ingham.org>
Subject: Concerns re: dogs at Riverbend Natural Area

Mr. Morgan,

Thank you for taking the time to talk with me yesterday re: my concerns about dogs in the Riverbend Natural Area. For the record, I am strongly opposed to allowing dogs in this area of the park.

As you know, Riverbend has long been preserved as a natural area. I've been enjoying it for more than 30 yrs. as well as many other people who go there for birding, nature, and wildlife photography. It has been a "safe haven" for a variety of wildlife; including deer, raccoons, owls, possum, rabbits, waterfowl, and pileated woodpeckers to name a few.

Many "birders" also enjoy this area because it hosts a variety of songbird species. The Riverbend Natural Area would be an excellent site for an official "Audubon" Birding Trail designation, which may be a potential source of future grant funding). Just a side thought.

I reached out to you because there has been a huge increase in the number of dogs in the Riverbend area lately, and I believe as a direct result, it is the reason I am seeing less and less wildlife.

On numerous occasions, I've encountered people who let their dogs run off leash as soon as they are far enough away from the parking area, resulting in the chasing down of deer and other wildlife; not to mention scaring people like myself when a dog comes running at you with no owner in site and you are unsure if it's friendly or isn't.

I use the Riverbend Natural Area because it is the only place in the park system that doesn't allow dogs.

Don't get me wrong, I love dogs and have owned them my whole life.

My point is, is that there are two other locations in the park system that allow dogs.

McNamara Landing is a great location that currently allows dogs, but is limited in that the trail where dogs are allowed is quite short.

My suggestion would be to expand this area for dog walkers to go all the way up through the fields to the Farm Lane cutoff; thereby keeping the Riverbend Area protected and in it's Natural State.

The posting of signs on the trails entering into Riverbend from both the Burchfield and McNamara trails could be conveniently posted to clear up any confusion about designated areas. Example: (Dogs not allowed past this point. Entering Riverbend Natural Area. Thank you for your cooperation).

Again, I thank you for listening to my concerns and hope that you will take my suggestions under advisement.

Should you have any questions, I am more than happy to speak with you. I can be reached at (517) 420-8936.

Warmest regards and Happy Holidays!

Chris Nelson

Sent from my iPhone