

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 bc.ingham.org, choosing the "Events Calendar," and clicking on Monday, November 18, 2019

Monday, November 18, 2019

5:30pm – 6:30pm

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 October 28, 2019 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. **ACTION ITEMS**
 - A. Resolution Honoring Jessy Gregg - [Page 63](#)
 - B. Motion to Approve the January 2020 Park Commission Meeting Date - [Page 64](#)
7. **DISCUSSION ITEMS**
 - A. Draft 2020 Park Commission Meeting Dates - [Page 65](#)
 - B. Millage Scoring Discussion
8. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 66](#)
 - B. Park Managers - [Page 68](#)
 - C. Administrative Office - [Page 75](#)
 - D. Millage Coordinator Report - [Page 76](#)
 - E. FLRT Trail Ambassador Report - [Page 77](#)
9. **Correspondence & Citizen Comment** - [Page 78](#)
10. **Board/Staff Comments**
11. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*
12. **Upcoming Meetings**
 - A. Date: Monday, December 16, 2019; Time: 5:30pm
Parks & Recreation Commission Meeting
Hilliard Building, Room B, Mason
13. **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.

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
October 28, 2019

The Ingham County Parks & Recreation Commission held a Regularly Scheduled Meeting at the Human Services Building, Conference Room A, 5303 S. Cedar Street, Lansing, Michigan.

Board Members

Present: Matt Bennett, Jessy Gregg, Cherry Hamrick, Simar Pawar, Paul Pratt, Commissioner Chris Trubac, Michael Unsworth, Commissioner Emily Stivers, Chris Swope, and Stephanie Thomas

Absent:

Also Present: Park Director Tim Morgan, Administrative Office Coordinator Nicole Wallace, Hawk Island Park Manager Brian Collins, Lake Lansing Park Manager Coe Emens, Burchfield Park Manager Tim Buckley, Trails & Parks Millage Program Coordinator Melissa Buzzard, Tanya Moore – Spicer Group, FLRT Trail Ambassador Program Coordinator Lauren Ross, Younes Ishraidi - Meridian Township, Brett Kaschinske - City of Lansing, Corey Schmidt - City of Williamston, Dion’trae Hayes - Lansing Township, Brad Beck - Lansing Township, Rich Martin, Brent Hall, Todd Eldred - Leslie Township, Sheryl Feazel - Leslie Township, Patricia Wade - Leslie Township, Todd Sneathen - Hubbell, Roth and Clark, Inc., and others

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

Minutes: **Moved by** Mr. Swope and **Supported by** Ms. Hamrick to approve the September 23, 2019 minutes of the regular meeting as written.
Yes-10; No-0. MOTION CARRIED.

LIMITED PUBLIC COMMENT

None.

LATE ITEMS / CHANGES / DELETIONS

Agenda Item #8D: Financial Report.

ACTION ITEMS

Seasonal Employee Wage Schedule ~

Mr. Morgan stated we requested an additional \$100,000 for seasonal wages in the 2020 budget and the Board of Commissioners approved the request. Mr. Morgan stated we can advertise the higher rates for the winter season to attract more applicants. Ms. Pawar asked if these rates are comparable with other park agencies. Mr. Morgan stated we compared with Meridian Township, City of Lansing, and local park departments, and we are paying either the equivalent or more to be competitive.

RESOLUTION #12-19 AMENDING THE PARKS DEPARTMENT SEASONAL EMPLOYEE WAGE SCHEDULE

WHEREAS, the Ingham County Parks & Recreation Commission periodically adjusts seasonal wage rates; and

WHEREAS, the last seasonal wage rate review was approved by the Parks & Recreation Commission on December 12, 2016 (Resolution #17-16); and

WHEREAS, Board of Commissioners Resolution #05-004 authorized the Ingham County Parks & Recreation Commission to establish seasonal wage rates, subject to restrictions established by the Ingham County Board of Commissioners through the adopted budget; and

WHEREAS, the 2nd year rate begins one year from the original start date of hire consistent with Ingham County policy; and

THEREFORE BE IT RESOLVED, that seasonal wage rate indicated below, will become effective 12/21/19.

| Position | 1st Year | 2nd Year |
|---|----------------------------|----------------------------|
| Lifeguard Supervisor | \$14 | \$15 |
| Chief Ranger | \$13 | \$14 |
| Naturalist | \$13 | \$14 |
| Lifeguard | \$12 | \$13 |
| Head Ranger | \$12 | \$13 |
| Snow Making Technician | \$12 | \$13 |
| Ranger, Boat Launch Attendant, Playground Supervisor, Boat Rental Operators, Parking Booth Attendant, Ski Rental Operators, Food Concession, and Administrative Support | \$11 | \$12 |

Moved by Ms. Gregg and Supported by Ms. Thomas that Resolution #12-19 be approved as written. **Yes-10; No-0. MOTION CARRIED.**

Restroom/Changing Area Signage ~

MOVED BY MR. UNSWORTH, SUPPORTED BY MR. PRATT

To approve the following language for signs posted at changing areas/restrooms:

Comm. Stivers suggested a friendly amendment to correct restrooms to restroom and changing rooms to changing areas. This amendment was accepted as friendly by the Committee.

Children and those with special needs may use any changing area or restroom with an accompanying parent or supervising guardian.

Please end phone calls and do not use electronic devices equipped with cameras in the changing areas or restrooms.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

City of Lansing Millage Agreement Modification ~

Mr. Kaschinske stated the City of Lansing has three projects that came in over bid. They had two bidders and the bids were significantly more than what was expected. Ms. Gregg asked which round of the millage were these projects from, and Ms. Moore stated round one and probably round three.

Commissioner Stivers asked why the bids were over by so much. Mr. Kaschinske stated it was estimated low and their design consultant didn't catch this either. It wasn't until the projects were bid, that they found out the costs were higher than anticipated. Commissioner Stivers asked why the estimates were initially so far off. Mr. Kaschinske said endangered species caused additional permitting with DEQ and the area expanded. If the consultant who did the analysis, would have taken this to their other teams around the state, they would have probably caught it would need more money before they went out to bid. Ms. Moore stated these projects are three years old, so the estimates were done years ago. Mr. Kaschinske stated in general bids are coming in much higher too.

Commissioner Trubac asked which species are endangered. Mr. Kaschinske stated slipper shell mussels. Commissioner Trubac asked for more details about the mussels. Mr. Kaschinske said if you find these animals you have to relocate them to another area. You have a scuba team scouring the water for these mussels. Ms. Thomas asked which projects the endangered species affected. Mr. Kaschinske said the Moores Park project is the only one that didn't have the mussels, and the other projects did. Commissioner Stivers said that is the opposite of the letter. Mr. Kaschinske clarified it was all but the Moores River project that had the mussels. Commissioner Stivers asked for corrected letter before it was presented to the Board of Commissioners. Ms. Pawar asked for clarification if the DEQ permits is the only reason for increased costs. Mr. Kaschinske said it was also the construction cost going up, not estimating properly on the original application, and not having the consultant flag that before going out to bid.

Ms. Buzzard stated the original amount of the projects for TR001 was \$419,663, TR006 was \$368,160 and TR029 was \$100,000. Mr. Bennett asked if the City had included a match in the new request. Mr. Kaschinske said they did not provide any match money. Mr. Morgan stated round one did not require a match. Mr. Bennett stated if we recommend this to the Board of Commissioners, he would suggest a friendly amendment to the motion to require the same percent match from the City of Lansing's original application. Ms. Gregg stated it was a high priority to provide a match in the 2017 round. Mr. Pratt asked who the consultant was for the projects. Mr. Kaschinske said NTH.

Ms. Buzzard asked if this is a precedent going forward. Commissioner Stivers said Meridian Township submitted changes for projects previously, and they moved around money for the projects. If you implement it at the match for an original rate, that could get sticky.

Commissioner Stivers asked if they could shuffle money for other projects. Mr. Kaschinske said he would have to look into this.

MOVED BY MR. SWOPE, SUPPORTED BY MS. THOMAS

To recommend to the Board of Commissioners authorizing additional funds for the City of Lansing's Agreements TR001, TR006, and TR029 as presented in attached.

Mr. Bennett suggested a friendly amendment to require the same percent match from the City of Lansing's original application. This amendment was accepted as friendly by the Committee.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

Brett Kaschinske
Director



Andy Schor, Mayor

Parks and Recreation Department
200 N. Foster Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX: 517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

October 16, 2019

Mr. Bryan Crenshaw, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Melissa Buzzard
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Crenshaw, Ms. Buzzard and Mr. Morgan:

The City has been entrusted with grant funds from Ingham County and I want to ensure the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

The purpose of this letter is to request an increase in our budget for the following projects Grand River North Section (TR-029), Moore River Drive Trail (TR-006), and overlay and reconstruction (TR001). The city is asking for additional funding over the awarded grant amounts to encompass the additional costs of the projects, which is estimated to be \$830,735. This amount is due to number of unforeseen circumstances related to the projects. There were additional DEQ permits and the threat to endangered aquatic species on the Moores River Drive project resulting in delays and further research studies. There were severe issues involving all of the projects along the riverbank that resulted in significant changes and additional costs for bank stabilization.

The additional funds requested for each project are as follows: TR001 \$291,465, TR-006 \$312,325 and TR-029 \$226,945.

I understand the request for additional funds is substantial; however, I do believe the funds are being used appropriately. While the extra work was unforeseen, I do see it as a necessity to provide a secure trail to safeguard the public and avoid deterioration in the near future.

Thank you for your consideration and I look forward to hearing from you should you have any questions or if I may provide any additional information.

Sincerely,

A handwritten signature in cursive script, appearing to read "Brett Kaschinske".

Brett Kaschinske, Director

"Equal Opportunity Employer"

DISCUSSION ITEMS

Composting Options for Weeds Harvested from Lake Lansing ~

Younes Ishraidi stated there is a Special Assessment District who manages Lake Lansing. The assessment is paid by property owners, and the County and Township pays \$10,000. The Assessment District bids out contracts for harvesting and herbicide. Curt Armbruster is proposing the County dispose of the material from harvesting since there is no easy place to dispose of that material. The thought was maybe there is a site that the County could accept that material, or consider some composting site. Mr. Ishraidi asked if the County has a facility.

Ms. Gregg asked what the volume is of the material. Mr. Ishraidi said it varies, on average they harvest 30 acres, and volume wise he would estimate 300 cubic yards of material, or 25 large truck loads on the high end. Commissioner Stivers said we used to have an agreement with the Food Bank for this, and they ended that program. Is the County interested in a composting program, if not, do we have any ideas of who else may be interested? Commissioner Stivers stated Hammond Farms may be interested.

Mr. Bennett stated he is concerned about other pond weeds, would they have seeds, would you be re-introducing that to other areas and spreading it even further? Mr. Swope said they also use chemical treatments. Mr. Ishraidi said you are not supposed to harvest milfoil. Commissioner Stivers said she was told it was harvested. Mr. Ishraidi said you are not supposed to harvest it.

Commissioner Stivers said there was a special machine to pull it out by the roots and have done so for years, but haven't done that in many years. Mr. Ishraidi said he is pretty certain it is not milfoil, and there are strict regulations on milfoil. Commissioner Stivers said this is the opposite of everything she has been told. Mr. Ishraidi said he can speak with Commissioner Stivers about this more in detail.

Ms. Gregg stated composting this properly and this volume seems like a commercial endeavor; and we don't have the capacity for this. Mr. Swope stated he is concerned about residual herbicides, and this is not a program the County should pick up without more research. Ms. Gregg stated MSU has an anaerobic digester and they might be interested in this. Mr. Bennett stated at this point, the consensus of the group is we are not interested in this.

Millage Applicants Presentations ~

City of Williamston

Corey Schmidt addressed the Commission and presented a PowerPoint presentation.

City of Williamston

DOWNTOWN WATER TRAILHEAD AND BOAT LAUNCH



Project Overview



Canoe/kayak launch site and supporting parking lot in the heart of downtown Williamston



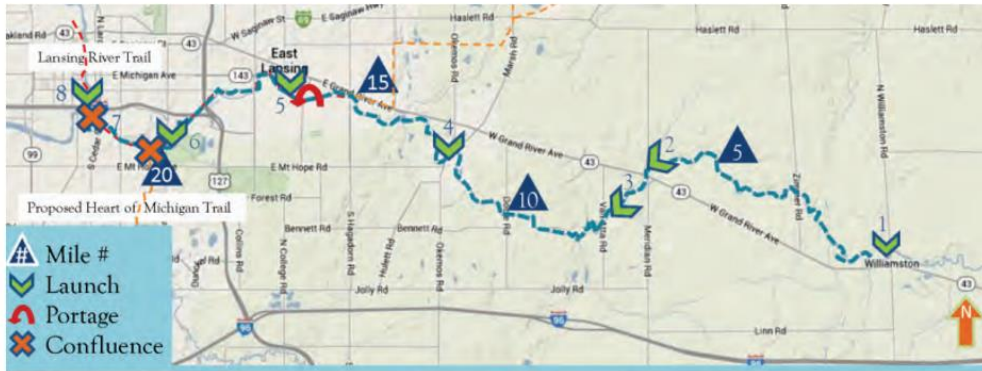
Pairs with Red Cedar River clearing grant awarded to Williamstown Township



Launch point to go west on Red Cedar River trail

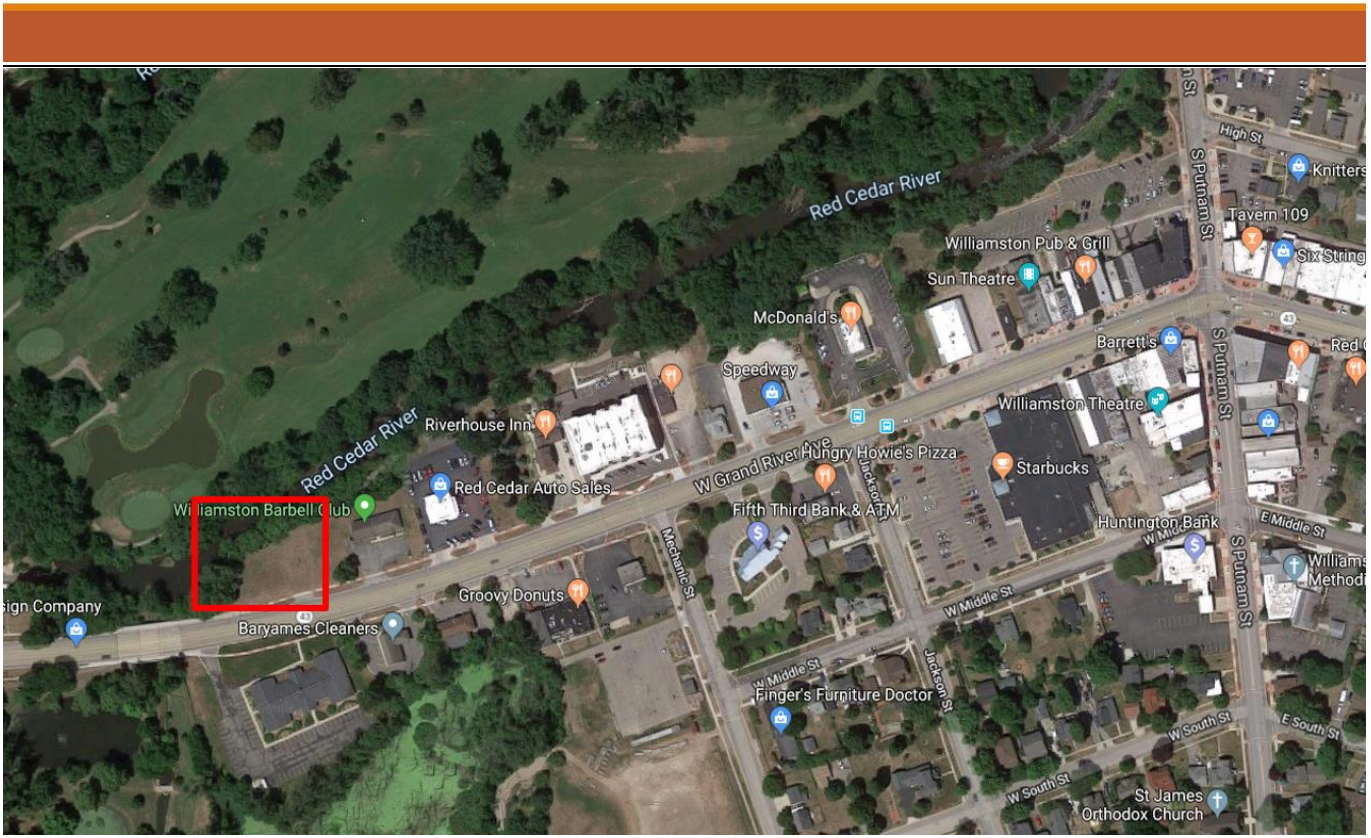


Return point from eastern launch and “river rapids” through downtown Williamston

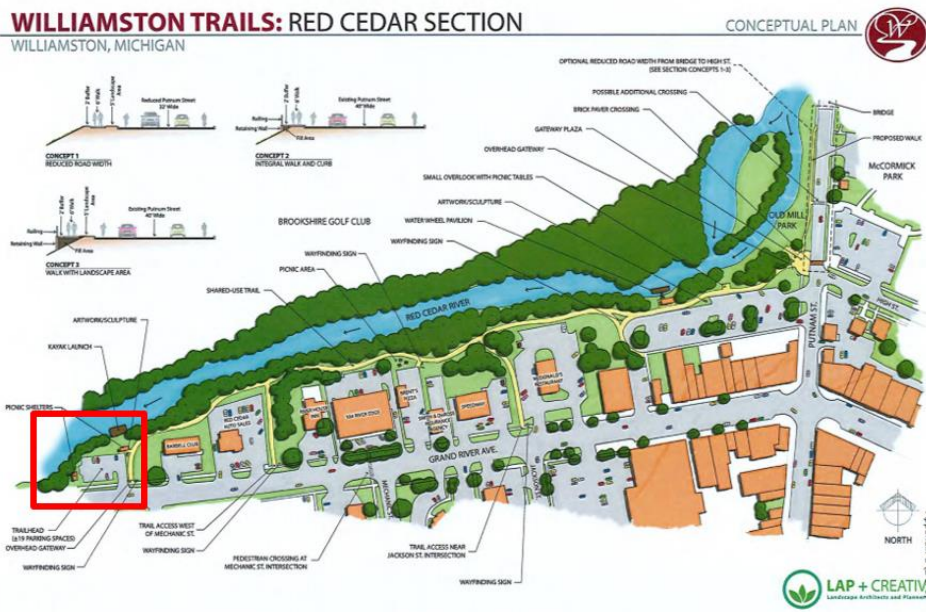


| Launch Point | Distance to Next Launch | Accumulated Distance | Time to Next Launch | Accumulated Time | Seasonal Restroom |
|---------------------------------------|-------------------------|----------------------|---------------------|------------------|-------------------|
| 1 McCormick Park | .6 miles | | 2 hours | | Yes |
| 2 Red Cedar Roadside Park | 1.8 miles | 6 miles | 1 hour | 2 hours | Yes |
| 3 Harris Nature Center | 2.4 miles | 7.8 miles | 1.5 hours | 3 hours | Yes |
| 4 Ferguson Park | 4.8 miles | 12.6 miles | 3 hours | 6 hours | No |
| 5 MSU | 3.2 miles | 17.4 miles | 3.5 hours | 9 hours | No |
| 6 Aurelius Road/Kruger Landing | 1.9 miles | 20.6 miles | 1 hour | 12.5 hours | No |
| 7 Confluence with Grand River | .3 miles | 22.5 miles | 0.25 hours | 13.5 hours | Yes |
| 8 River Street Park/Sweeney's Landing | | 22.8 miles | | 13.75 hours | No |

Source: Meridian Township's website - http://www.meridian.mi.us/vertical/sites/%7B1800D46E-0900-43BD-B3FA-10A5660870B1%7D/uploads/Red_Cedar_River_Water_Trail_Map.pdf






Existing Conditions





Request

| | | |
|---|--------------|---------------|
|  | \$114,969.40 | Grant Request |
|  | \$15,000.00 | City Match |
|  | \$129,969.40 | Total Project |

City of Williamston

MEMORIAL PARK ENGINEERING GRANT

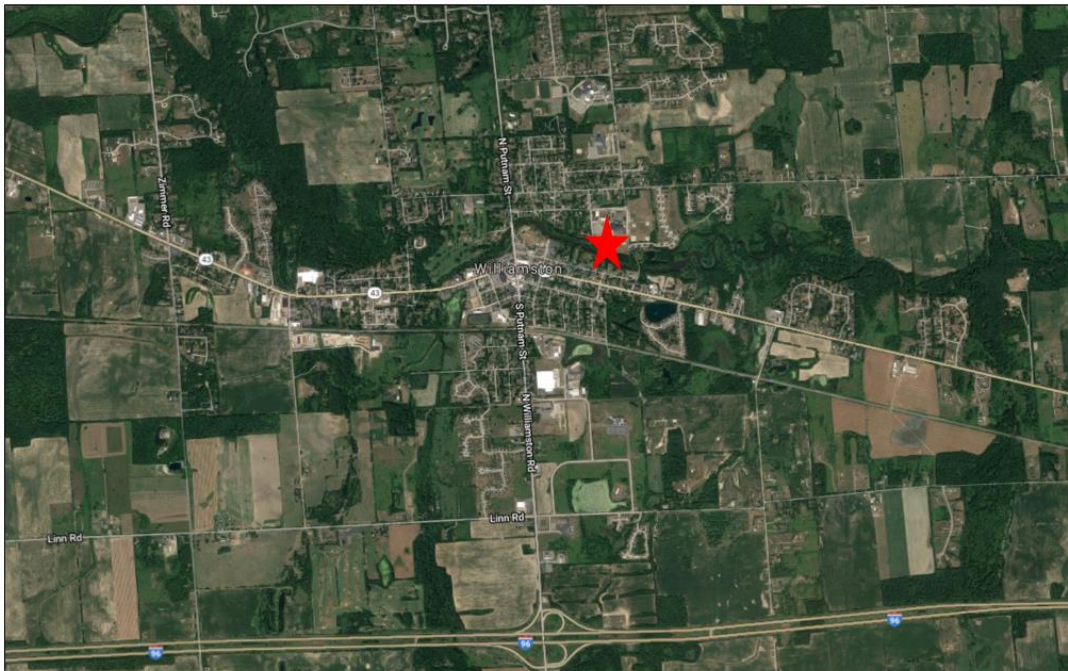
HONOR FOR ALL: MEMORIAL WALK AND SCULPTURE WILLIAMSTON, MICHIGAN

CONCEPTUAL LAYOUTS



Project Overview

- Honor For All Trail Concept
 - Partnership with Honor For All Foundation: trail and memorial site to honor victims of post-traumatic stress
- Planning/engineering grant request
- Engineering work to provide survey and technical grading plan
- Partnering with Operating Engineers 324 on donated time and equipment for site work








HONOR FOR ALL: MEMORIAL WALK AND SCULPTURE
 WILLIAMSTON, MICHIGAN

CONCEPTUAL LAYOUTS



Request

| | | |
|---|-------------|---------------|
|  | \$14,000.00 | Grant Request |
|  | \$1,000.00 | City Match |
|  | \$15,000.00 | Total Project |

Meridian Township

Younes Ishraidi addressed the Commission and presented a PowerPoint presentation.

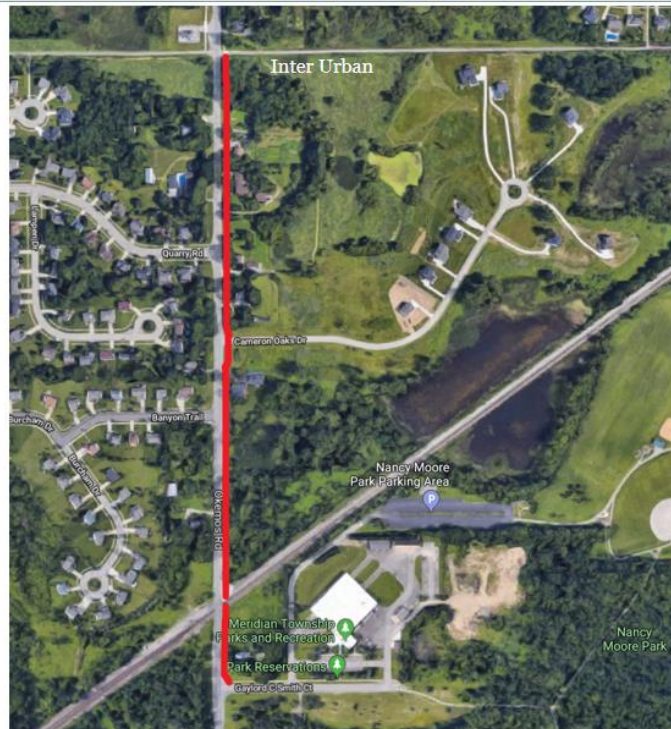
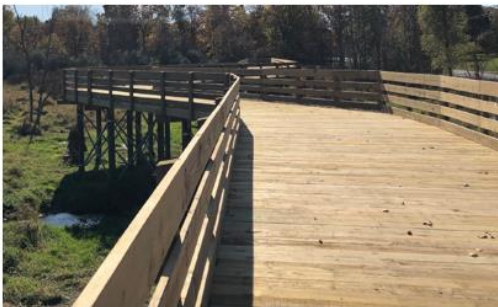
Commissioner Trubac and Mr. Swope left the meeting at 6:42pm.



The slide features the Meridian Township logo on the left, which includes the text "EST. 1842", "MERIDIAN TOWNSHIP", and "A Prime Community" with a graphic of houses and trees. On the right is the Great Seal of Ingham County, Michigan, with the text "THE GREAT SEAL OF INGHAM COUNTY MICHIGAN" and "A.D. 1838". The central text reads "MSU – Lake Lansing Riverwalk Pathway Phase IIb". In the bottom right corner, it says "Created by: Michael Hayward, Meridian Township DPW, 10/22/19".

Phase IIb of the MSU to Lake Lansing Connector Trail will consist of creating 0.5 miles of 10-foot wide concrete Shared Use Path by adding three feet to the existing seven foot wide concrete pathway. This project will upgrade the pathway to meet current MDOT and AASHTO specifications for width, and correct a number of localized drainage issues.

Once completed, the trail system will connect with Phase II of the project to the west and with the new Okemos Road Boardwalk to the south. This will provide surrounding residential neighborhoods with access to several Meridian Township facilities and parks. Along with providing the community with an expanded recreational pathway system, this project will increase non-motorized transportation opportunities between residential areas and the commercial districts to the south and east.



Phase 2b Proposed Route

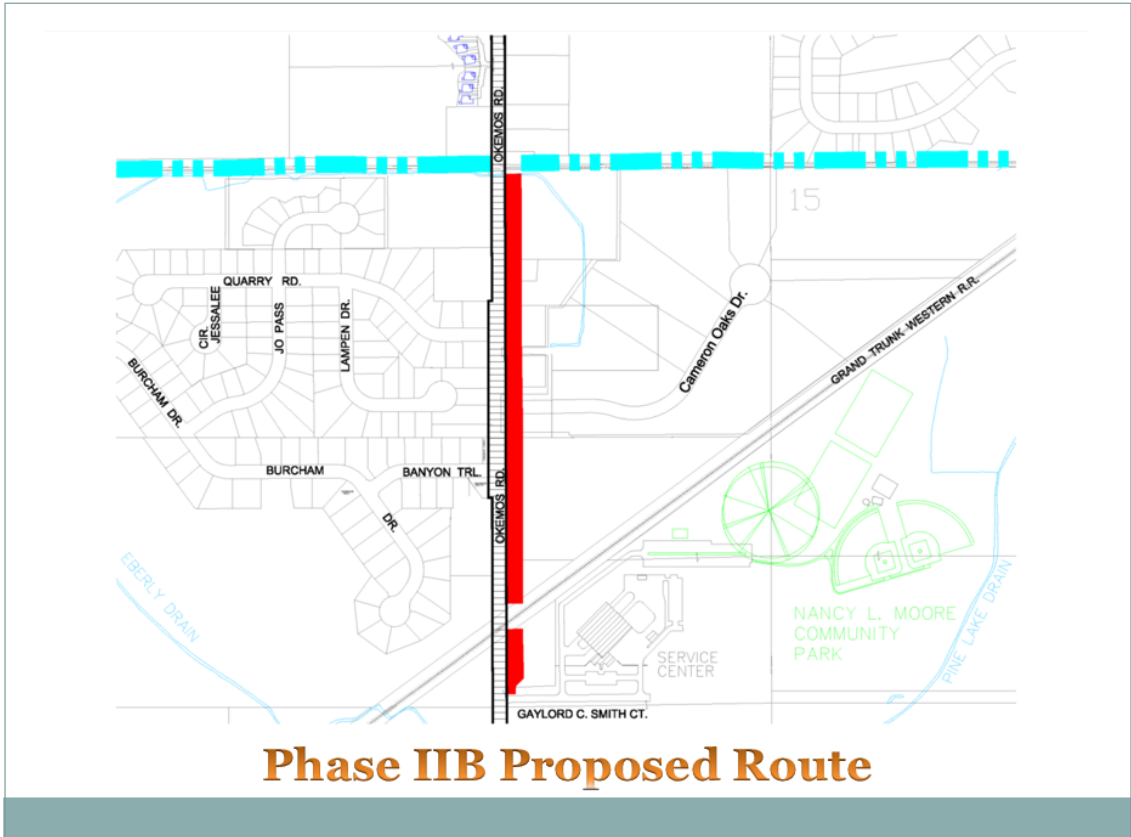


Table 18. New Trail Preferences

| New Trail Preferences | Highlighted Corridor* | South Lansing/Dalhousie Township | Meridian Township | East Lansing | North Lansing | Mason/Lake/Charlevoix/Stockbridge | Williamston/Webberville | Total | Online Survey | Combined Total |
|---|-----------------------|----------------------------------|-------------------|--------------|---------------|-----------------------------------|-------------------------|-------|---------------|----------------|
| MSU to Lake Lansing Parks | M | 10 | 10 | 12 | 7 | 3 | 1 | 52 | 128 | 178 |
| Holt to Mason | J | 14 | 6 | 6 | 4 | 34 | 2 | 66 | 65 | 131 |
| Lansing River Trail North Extension | P | 3 | 0 | 3 | 0 | 0 | 0 | 6 | 69 | 95 |
| Lansing River Trail South Extension | Q | 2 | 0 | 0 | 0 | 0 | 0 | 2 | 92 | 94 |
| Lansing River Trail to Northern Tier Trail | N | 0 | 0 | 3 | 1 | 0 | 0 | 4 | 87 | 91 |
| Lansing River Trail to Clinton County | O | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 74 | 74 |
| Red Cedar Water Trail | R | 1 | 12 | 6 | 1 | 0 | 11 | 31 | 44 | 75 |
| RAM Trail to Burchfield Park | H | 10 | 0 | 1 | 6 | 0 | 1 | 18 | 53 | 71 |
| Grand River Water Trail | S | 2 | 0 | 0 | 0 | 0 | 1 | 3 | 43 | 46 |
| Hayhoe Trail to Vieway Tap, Hall | C | 1 | 0 | 1 | 0 | 20 | 1 | 23 | 16 | 39 |
| Holt RAM Trail Extension East | I | 1 | 0 | 0 | 3 | 0 | 0 | 4 | 33 | 37 |
| Meridian Township to Webberville | K | 0 | 5 | 0 | 0 | 0 | 2 | 7 | 22 | 29 |
| North-South artery along Onondaga Rd. | D | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 17 | 18 |
| Mason west to Eaton County | G | 0 | 0 | 0 | 3 | 1 | 0 | 4 | 11 | 15 |
| Southwest connector to Eaton and Jackson counties | A | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 13 | 14 |
| Mason East to M-52 | F | 0 | 0 | 1 | 0 | 4 | 0 | 5 | 7 | 12 |
| M-52 connection -Stockbridge to Webberville | E | 0 | 0 | 1 | 0 | 0 | 1 | 2 | 6 | 8 |
| Bellevue Rd. Connection -Leslie to Eaton County | B | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 5 | 6 |
| M-52 connection -Webberville to Shiawassee County | L | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |

* The highlighted corridors are shown on Figure 32.

The entire MSU to Lake Lansing trail system, including this project, has been identified by Ingham County as a Regional Corridor and will be one of the main lines of the county wide Regional Trail Network. As part of a Comprehensive Report put together by Ingham County, polling was conducted to identify support amongst regional stakeholders for individual projects. This project was identified as the top priority in the county, garnering 36% more interest than the next leading trail.

Payment of Project

The total cost for Phase 2b of the trail is estimated to be approximately \$225,000. Along with funds provided by Ingham County Trail Millage Fund, this system is locally funded by the Charter Township of Meridian Fund.

| | |
|-----------------------------------|------------------|
| <u>Estimated Project Total:</u> | <u>\$225,000</u> |
| Ingham County Trail Millage Fund | \$125,000 |
| Charter Township of Meridian Fund | \$100,000 |

Project Timeline

| Important Dates | Projected Date |
|---------------------------------------|-----------------------|
| Advertisement Start Date | Summer 2020 |
| Construction Letting & Start Estimate | Summer 2020 |
| Construction End Estimate | November 15, 2020 |

*Last Updated 10/24/2019



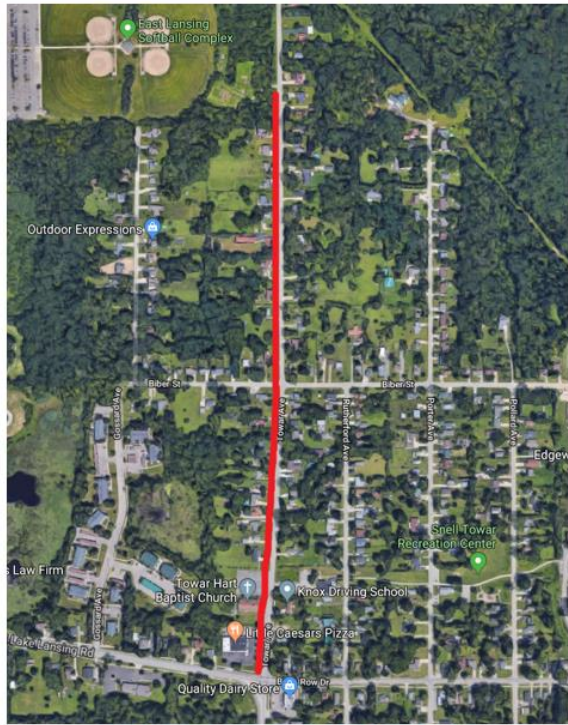
East Lansing Northern Tier Trail Connection

Created by:
Michael Hayward
Meridian Township DPW
10/22/19

In a brief narrative:

The East Lansing Northern Tier Connection will be approximately 0.6 miles of 10 foot wide Shared Use Path. Once completed, the trail will close the final gap in the Northern Trail loop, providing many single-family residential units with access to a non-motorized mode of transportation. This pathway allows access to numerous Meridian Township facilities and parks, and will further expand and improve the recreational opportunities available to everyone in the area. Furthermore, this will provide safe transportation for parents and their children to access the elementary school to the south.





Proposed Route



Proposed Route

Public Demand



This project is of joint interest between Meridian Township and East Lansing, and is identified on the non-motorized plan of both communities. Furthermore, this route is already in use by local pedestrians and cyclists who wish to utilize the larger surrounding trail network and are willing to go out into the road despite the gap in the non-motorized pathway.

Payment of Project

The total cost for the of the East Lansing Northern Tier Trail Connection is estimated to be approximately \$500,000. Along with funds provided by Ingham County Trail Millage Fund, this system is locally funded by the Charter Township of Meridian Fund.

| | |
|-----------------------------------|------------------|
| Estimated Project Total: | \$500,000 |
| Ingham County Trail Millage Fund | \$375,000 |
| Charter Township of Meridian Fund | \$125,000 |

Proposed Project Timeline

| Important Dates | Projected Date |
|---------------------------------------|-----------------------|
| Advertisement Start Date | 5/1/2020 |
| Construction Letting & Start Estimate | 6/15/2020 |
| Construction End Estimate | 11/1/2020 |

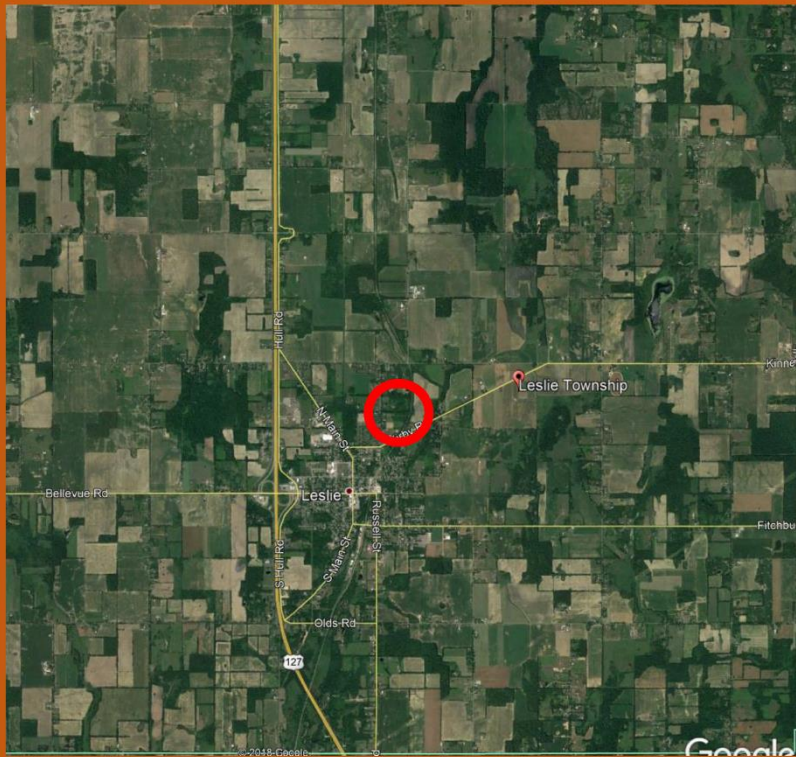
*Last Updated 10/22/2019

Leslie Township

Todd Eldred addressed the Commission and presented a PowerPoint presentation.

Leslie Township Park Trail







The trail path is entirely under public ownership, the Township of Leslie.



Woodlawn Cemetery
1836





This mix of walking trail, ball fields, children's playground and gathering place has been observed to enhance other area township grounds with it's use by young families with children of all ages, as well as older residents walking and running for health.

**Pavilion
1998**



Grants and volunteers are very important to our township. The Playground was completed with a grant and volunteers; the ballfields were done by volunteers.



Playground 2014



Fire Station 2002

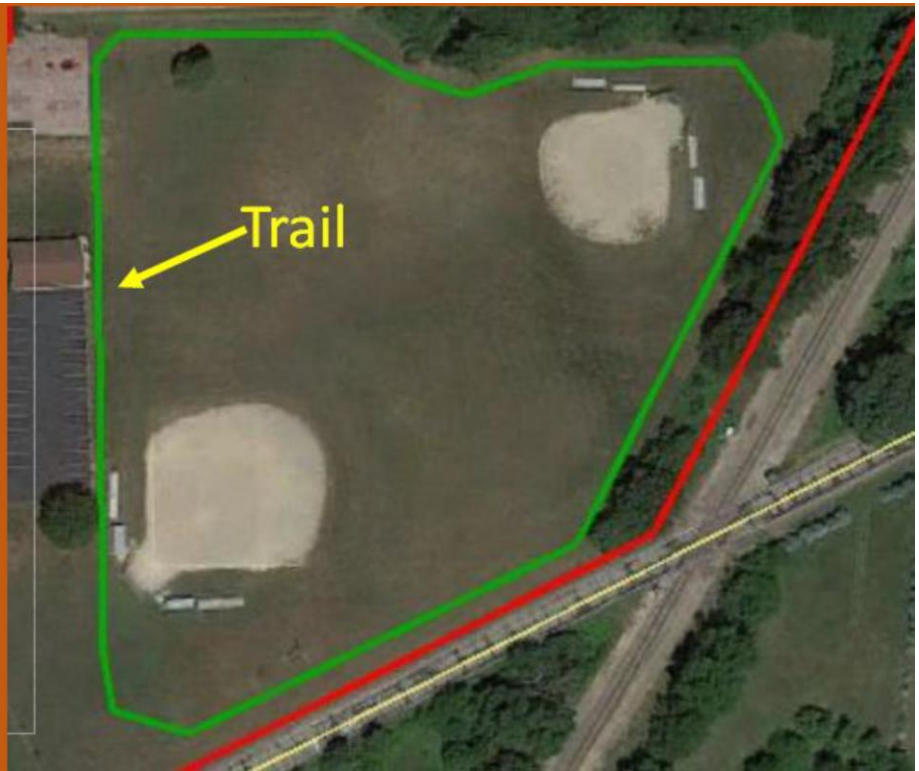


Ballfields 1997



The trail path is entirely under public ownership, the Township of Leslie.

The project is an eight foot wide, 3" thick asphalt walking and running trail 1/3 of a mile long. The trail will encircle the ball field area at the Leslie Township Grounds



The Leslie Township Hall was built in 1986. In the intervening 33 years the grounds have expanded to include two ball fields, a pavilion, and a children's playground. The Townships Boards have since contributed to the Pavilion Fund to improve the Township grounds for the enjoyment and welfare of their citizens. Money was earmarked for this project in the township 2019-2020 budget.

North Side



North Side

The trail also follows partially alongside a meadow and wet area for wildlife observation.



North Side Looking North



East Side

The trail will add about \$700 per year to our maintenance costs which will be budgeted.



East Side

There are currently no paved public trails (except sidewalks) in the Leslie area so this trail will fill a need in the area. To date granting of the Ingham County Trails and Parks millage to the Leslie area has been a \$4,000 grant for trail signage awarded to the City of Leslie.



South Side

The trail will need a top coat of pavement probably in 8-10 years which will need to be saved for at around \$5,000 per year (assuming asphalt prices do not increase, as they haven't compared to 2010 prices) to be put in our Pavilion fund.



South Side

The trail can be safely monitored due to the fact it is in an open area that is easily observable from the rest of the grounds. Part of the trail will also be under surveillance from the township hall security cameras.



West Side

The trail is situated in the middle of our 2400 resident township and is adjacent to the 2000 resident City of Leslie. We open our grounds and trail to all and the facilities are well used.



West Side

Planned are two signs to be placed at the western edge indicating trail details, trail hours open, and rules. This is the area nearest our two parking lots and so they will be conveniently seen before use.



Area of Trail is a well drained sandy loam per USDA-NRCS Soil Maps

Typical profile

Ap - 0 to 8 inches: sandy loam
 E - 8 to 14 inches: sandy loam
 Bt - 14 to 28 inches: sandy loam
 2C - 28 to 60 inches: gravelly sand

Natural drainage class: Well drained

| Ingham County, Michigan (MI065) | | | |
|------------------------------------|---|--------------|----------------|
| Ingham County, Michigan (MI065) | | | |
| Map Unit Symbol | Map Unit Name | Acres in AOI | Percent of AOI |
| BrB | Boyer sandy loam, 0 to 6 percent slopes | 3.7 | 89.2% |
| RdC | Riddles-Hillsdale sandy loams, 6 to 12 percent slopes | 0.4 | 10.8% |
| Totals for Area of Interest | | 4.1 | 100.0% |

Leslie Township Grounds



We have determined that no engineering for this project is required as:

- The trail is being built on a fairly level, well drained sandy loam(see Attachment 4).
- The paving contractor has paved similar trails in the area with good results using the method described above. Following is a comparison of our well drained soil vs the White Oak Township trail put in on a poorly drained soil without gravel foundation eight years ago. As you will see it has held up adequately and should last 10 years, at which time it will receive an overcoat of asphalt.



**White Oak Township
 2011 Trail
 Asphalt over Topsoil**

| Ingham County, Michigan (MI065) | | | |
|------------------------------------|-------------------------------------|--------------|----------------|
| Ingham County, Michigan (MI065) | | | |
| Map Unit Symbol | Map Unit Name | Acres in AOI | Percent of AOI |
| CvraaB | Conover loam, 0 to 4 percent slopes | 16.8 | 100.0% |
| Totals for Area of Interest | | 16.8 | 100.0% |

White Oak Township
 Grounds

Typical profile

- Ap - 0 to 10 inches: loam
- Bt1 - 10 to 20 inches: clay loam
- Bt2 - 20 to 26 inches: clay loam
- BC - 26 to 44 inches: loam
- Cd - 44 to 80 inches: loam

Natural drainage class: Somewhat poorly drained



Lansing Township

Brad Beck and Dion'trae Hayes addressed the Commission and presented a PowerPoint presentation.



Charter Township of Lansing:
**Bon Air Park
Renovations 2020**

*Ingham County Park Millage Presentation
10/28/2019*

Dion'trae Hayes, Township Supervisor *Brad Beck, Township Planner*

Brief description & location of the park

- Small neighborhood park of 2 acres that serves the local residents
- Deeded to the Township in 1945
- Located in the NW portion of the Township
- Aging equipment and limited experiential opportunities
- Our limited parks budget provides maintenance, but not major upgrades

Bon Air Park: Project Location Map



Existing conditions of Bon Air Park



Existing entrance, gravel driveway, parking lot and limited parking available



Existing play equipment, 26 years old, due to be replaced



Existing swingset 1960's-70's era, poor location

Proposed improvements to Bon Air Park

- Upgrade and expand the play equipment to provide options for all ages and abilities
- Install an expanded asphalt parking lot with ADA parking
- Construct a new pavilion for picnics, gatherings and events
- Provide park grill, benches, trash receptacles
- Resurface the basketball court
- Provide sidewalks to all portions of the park
- Future connections to Westpark development (current Waverly Hills GC), the Waverly SUP (2020) and the Lansing River Trail

Proposed Improvements

- Play equipment
- Asphalt lot
- Sidewalks
- Benches
- Bike rack
- Trash receptacles
- New trees



Proposed Improvements

- New asphalt
- Pavilion
- Sidewalks
- Picnic tables
- Bike rack
- Gravel drive
- New signage
- Future trail connections



Proposed Improvements

- New entrance
- Asphalt drive
- Pavilion
- Picnic tables
- Bike rack
- New trees
- New signage



Proposed Budget

| Materials for Bon Air Park Renovation Project | | | | 10/3/2019 | |
|---|-------|---|------------|-------------|--|
| Qty. | Units | Material | Cost | Subtotal | |
| 5000 | SF | Excavation, New Culverts, New asphalt parking lot w/ striping as designed | 4.00 | \$20,000.00 | |
| 1 | LSUM | New 2" asphalt cap on the existing basketball court | 3,000.00 | \$3,000.00 | |
| 375 | SF | Prep area, form and pour walks from parking area to play areas | 8.00 | \$3,000.00 | |
| 1 | EA | 20' x 20' Steel Pavilion kit w/ shipping | \$2,000.00 | \$32,000.00 | |
| 1 | EA | Professional install of pavilion | 8,000.00 | \$8,000.00 | |
| 600 | SF | Prep area, form and pour pad for pavilion and sidewalk to parking lot | 8.00 | \$4,800.00 | |
| 1 | EA | Gravel access drive to well house | 2,000.00 | \$2,000.00 | |
| 1 | EA | Mullin's Cove Gametime | \$4,750.00 | \$34,750.00 | |
| 1 | EA | Professional install of structure and playground mulch | 6,750.00 | \$6,750.00 | |
| 1 | EA | 5 Bay Swing Gametime: 2 tot, 2 seats, 1 expression swing tandem | 6,500.00 | \$6,500.00 | |
| 1 | EA | Professional install of swings and playground mulch | 4,500.00 | \$4,500.00 | |
| 5 | EA | 4-5' tall Blackhills Spruce, installed with mulch and staking, warranty | 350.00 | \$1,750.00 | |
| 5 | EA | 3-3.5" dia. Red Sunset Maple, installed with mulch and staking, warranty | 500.00 | \$2,500.00 | |
| 1 | EA | Restoration of site including: topsoil, seed and straw as needed | 3,000.00 | \$3,000.00 | |
| 4 | EA | Picnic tables for pavilion | 750.00 | \$3,000.00 | |
| 3 | EA | Removable Bollard, installed | 400.00 | \$1,200.00 | |
| 1 | EA | 7 - Bike Rack, installed | 600.00 | \$600.00 | |
| | | Subtotal | | \$97,350.00 | |

| Qty. | Units | Description | Cost | Subtotal |
|---------------------------------------|-------|---|------------|--------------|
| 1 | EA | Professional Survey | \$5,000.00 | \$5,000.00 |
| 1 | EA | Project Contingency | 10.00% | \$9,735.00 |
| 1 | EA | Design Engineering | 10.00% | \$9,735.00 |
| 1 | EA | Construction Engineering | 10.00% | \$9,735.00 |
| | | Subtotal | | \$34,205.00 |
| | | Project Subtotal (by others) | | \$131,555.00 |
| In Kind Donations - Township Supplied | | | | |
| Qty. | Units | Material | Cost | Subtotal |
| 1 | EA | Permits | 250.00 | \$250.00 |
| 1 | EA | Township Park Sign | 500.00 | \$500.00 |
| 1 | EA | Wellhead Protection Sign, WSW | 500.00 | \$500.00 |
| 1 | EA | Park Grill | 300.00 | \$300.00 |
| 2 | EA | Trash Receptacles | 300.00 | \$600.00 |
| 2 | EA | Benches | 300.00 | \$600.00 |
| 1 | EA | Demolition - existing equipment and mulch removal | 2,500.00 | \$2,500.00 |
| | | Total In-Kind Donation from Township | | \$5,250.00 |
| | | Total Project | | \$136,805.00 |



City of Lansing

Brett Kaschinske addressed the Commission and presented a PowerPoint presentation.



River Trail Extension Saginaw Street to Oakland Avenue \$142,200



Southeast quadrant of Oakland and Grand where the path will terminate into sidewalk. Guardrail will be removed to allow pathway to align between the top of the riverbank and the signal pole. Sidewalk removals will be required to provide for ADA connection.

Grand Avenue looking south from Oakland Avenue: The guy wire in the picture will need to be converted to a sidewalk guy wire to allow overhead clearance.





Grand Avenue at Madison Street looking at the southwest corner where the sidewalk currently terminates. The sidewalk will be extended to connect to the pathway proposed on the east side of Grand Avenue.

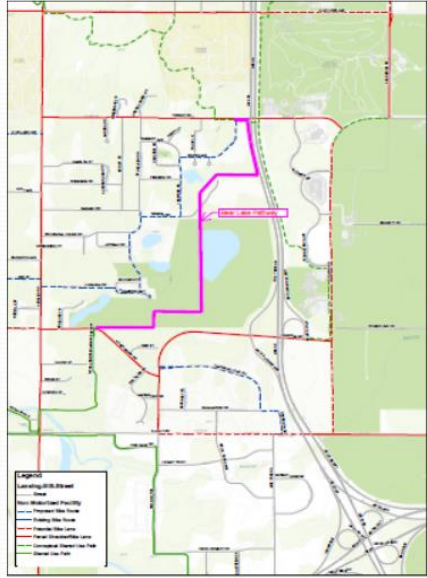


Grand Avenue at Madison Street looking east at the west side of Grand Avenue where the curb cut is. A sidewalk ramp connection to the proposed path is proposed at the curb cut.



Grand Avenue looking east at the current termination of the pathway where the proposed path will connect. The path is visible just left of the pine tree.

Non-Motorized Network



Lansing River Trail Bridge Rehabilitations

CL11-LT-GR, CL12-LT-GR, CL24-LT-GR, CL25-LT-GR, CL26-LT-GR, CL28-LT-GR

\$1,486,206.15

The following repairs are proposed:

CL-11-LT-GR

Stringer repair, slope protection and decking replacement

CL-12-LTE-RC

Replace pier caps 18 & 19, repair pile connections under bridge, repair damaged piles

CL-24-LT-GR

Railing repairs, pile repairs, ripap under bridge, replace traffic post at south approach, light pole repair

CL-25-LT-GR

Pile repair, beam replacement, railing repair, approach work

CL-26-LT-GR

Clean and coat steel, place scout countermeasures under bridge, replace decking, miscellaneous steel repair, approach work

CL-28-LT-GR

Replace decking north walkway, upgrade railings for south walkway, substructure repairs, scour countermeasures, and miscellaneous steel repairs

Bridge #11



Bulging beam 2S at East Abutment



Exposed sheet piling at West Abutment (no riprap)

Bridge #12



Rot and mold on Bracing at Pier 19



Typical pier connection

Bridge #24



Typical rot on pier cap



Typical rot on pier

Bridge #25



Weathered piles in waterway (typical)



Non-compliant railing

Bridge #26



Typical condition of beams (section loss)



Typical outside pier column with misalignment

Bridge #28



Damaged west pier



Damaged southeast wingwall

Decking

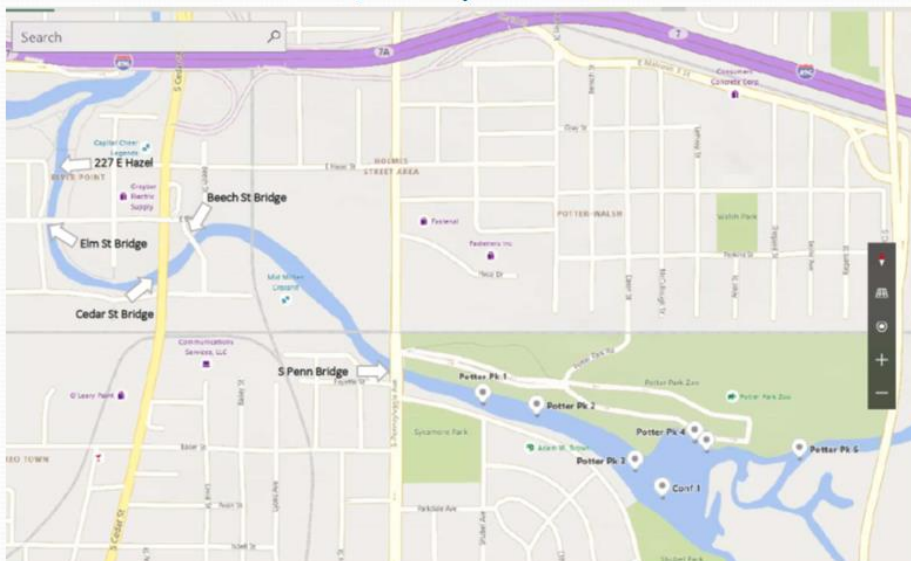


Typical bridge decking



Typical walkway decking

Red Cedar Water Trail - River Debris \$114,580



Potter Park / Red Cedar Debris



Potter Park / Red Cedar Debris



Potter Park

Six (6) weeks later, additional debris accumulated

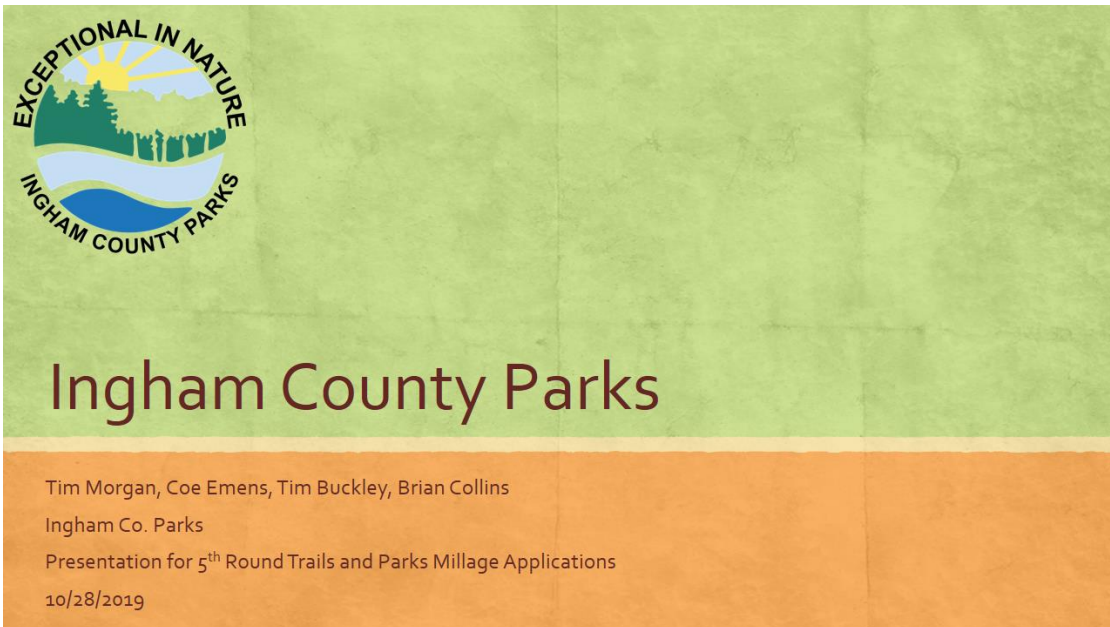




Ingham County Parks

Mr. Morgan, Mr. Collins, Mr. Emens, and Mr. Buckley addressed the Commission and presented a PowerPoint presentation.

Commissioner Stivers left the meeting at 7:33pm.



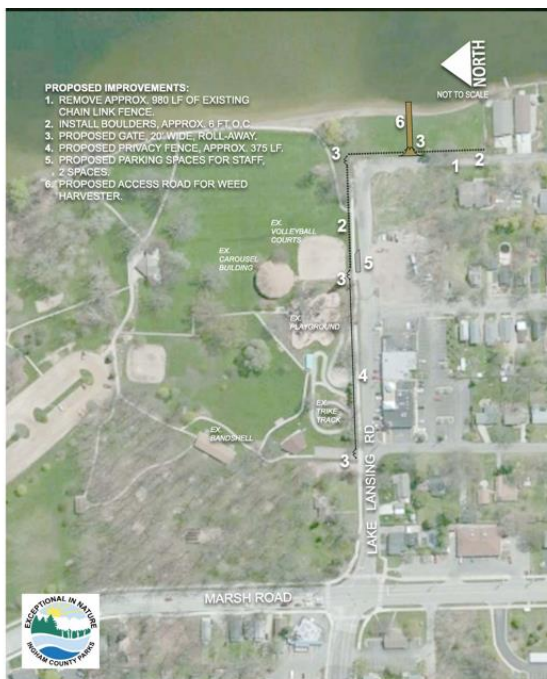


Lake Lansing South Shovel Ready Grant Application-

- Removal of the existing green chain link fence along Lake Lansing Road from Band Shell gate to Carousel building gate and replacing it with 6-8' privacy fencing with a two car employee parking area to be constructed at end of it.
- Then going east from Carousel gate to corner of fence near the Lake and south along Shaw St. - replace chain link fence with more modern style and aesthetically pleasing 36" landscaping boulders every 5-6'.
- Incorporate existing sidewalk entrance into design for signage and flow purposes.
- Redesign and replace gate areas (4 total) with rolling style wrought iron gates. Overall length of fence to be replaced equals approximately 1000'.
- Design and construction of an approved gated access drive to Lake Lansing off Shaw St. to allow for emergency vehicles to access the south end of the lake with a more efficient drop-off spot for the Special Assessment District (SAD) contractors to unload harvested weeds.
- Removes a physical barrier (existing chain-link fence) and provides multiple access points to the Park for the public which will improve connectivity and community involvement with the Park.
- Future plan is to have a permanent dock installed near the new access drive for boaters to moor and visit the commercial district as well as the park. The new access drive will connect a trail way and blue way
- The total request is \$125,000.

This project is ranked 1 of 2 for shovel ready projects by the Park Commission.

Lake Lansing South Shovel Ready Grant Application



FENCING / PARKING IMPROVEMENTS
LAKE LANSING PARK SOUTH
 9/19/19

Spicer
 JOB # 124334SG2017
 AERIAL SOURCE: BNG MAPS

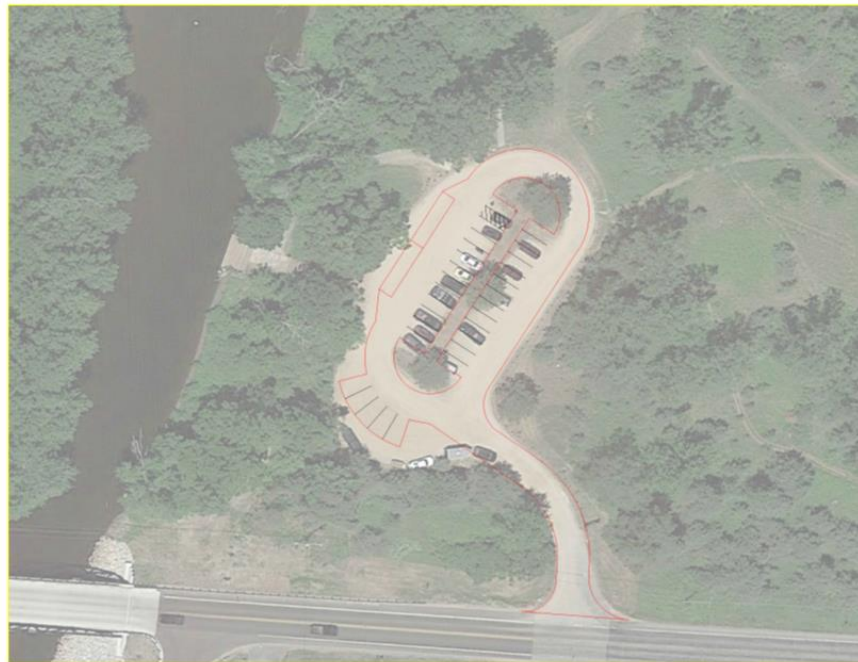


Burchfield, McNamara Landing Shovel Ready Grant Application-

- Asphalt paving for the remaining parking lot and adding one more ADA stall.
- Pavement marking and signage.
- Creation of a bio-swale for water retention and sediment control from runoff to address environmental stewardship.
- McNamara Landing is a popular access point for recreational activities that include: kayaking/canoeing, fishing, hiking, mountain biking, nature/wildlife viewing, and cross country skiing in the winter.
- Project improvements will increase accessibility to the trail systems, especially the Grand River Water Trail, and provide additional parking for vehicles with trailers.
- Improved and increased parking will attract more visitors and have a positive economic impact to the area.
- In addition, asphalt paving will improve overall appearance and safety of the site.
- The total request is \$125,000.

This project is ranked number 2 of 2 for shovel ready projects by the Park Commission.

Burchfield, McNamara Shovel Ready Grant Application





Hawk Island Planning Grant Application-

- Engineering work necessary to replace 2,200 LF of boardwalk around the east and north sides of the 35-acre lake at Hawk Island Park.
- The boardwalk is one of the most popular locations in the park and is used for fishing, wildlife viewing, walking, and access to the lake. It is fully accessible for people of all abilities with the demand for these facilities to be kept safe and up to date.
- The existing boardwalks provide access to the lake and without access along the north and east sides of the park it would be difficult due to the steep bluffs and the access would be from paved paths on the upper side of the bluffs which would make fishing difficult.
- Without grant assistance from the trails and park millage, this project will likely not take place due to the size of the project which would be too expensive for the County to take on with its existing funding. The County would continue to do minor repairs on these docks, as necessary, but eventually, the docks would be so deteriorated that removal would be necessary.

This project is ranked number 1 of planning projects by the Park Commission the total request is for \$200,000.

Hawk Island Planning Grant Application



JOB # 124334SG2017
AERIAL SOURCE: BING MAPS

DOCK IMPROVEMENTS
HAWK ISLAND PARK

9/19/19

Delhi Township

Todd Sneathen with Hubbell, Roth and Clark, Inc. addressed the Commission and presented a PowerPoint presentation.

INGHAM COUNTY
TRAILS & PARKS MILLAGE



HOLT TO MASON TRAIL
Phase II
October 28, 2019



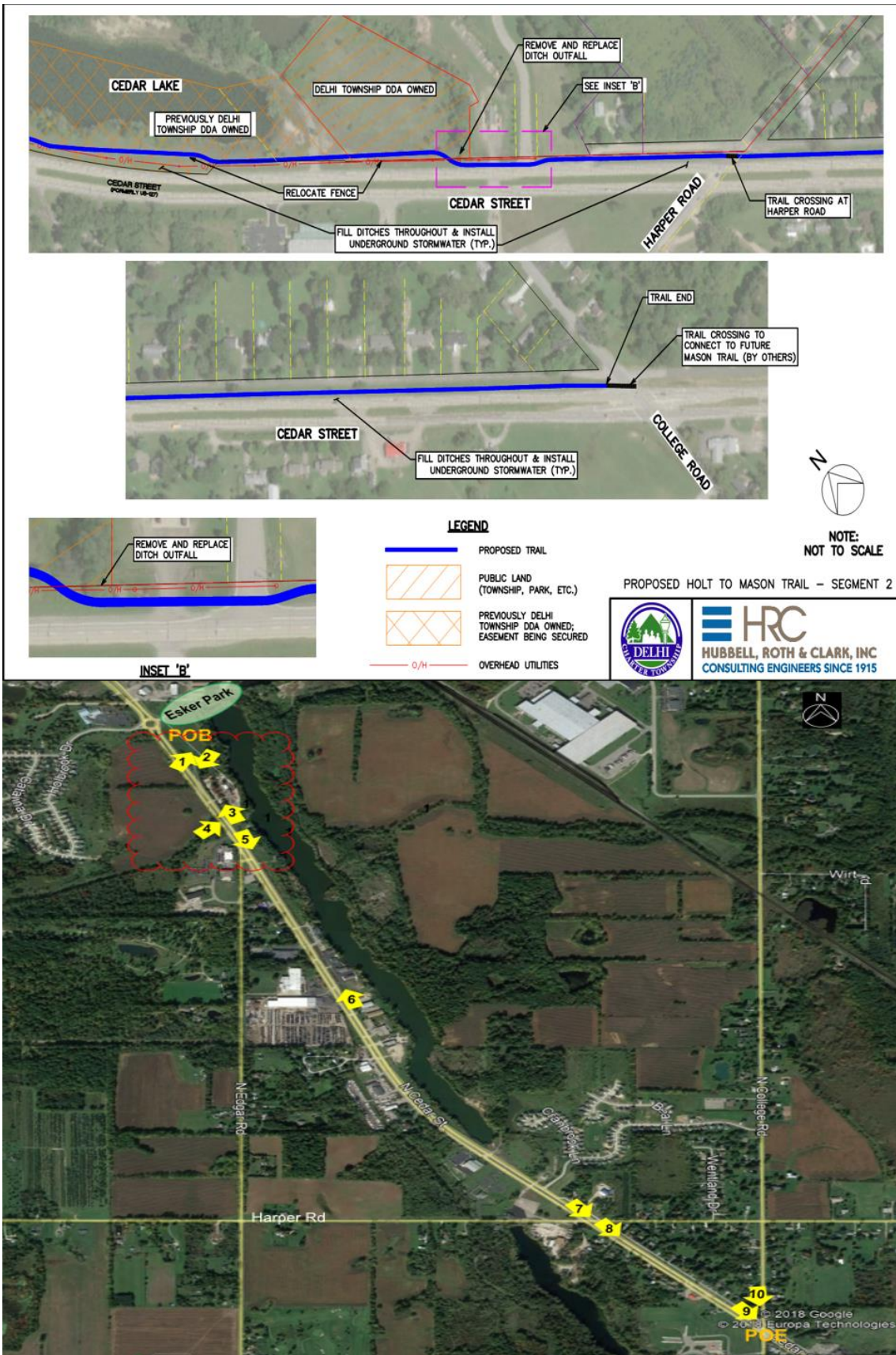




Photo 1. POB at Non-motorized Entrance to Esker Park, Looking North



Photo 2. Trees Near POB that will need to be Removed, Looking South



Photo 3. Encumbrance in the ROW by Spartan Barricading & Traffic, Looking North



Photo 4. Tree Removal Location, Looking Northeast



Photo 5. Typical Ditch to be Filled and Replaced with Underground Stormwater, Looking South





Photo 6. Typical Ditch to be Filled and Replaced with Underground Stormwater, Looking North



Photo 7. Future Crossing at Harper Road, Looking South
(Hogsback Rd is on the left)



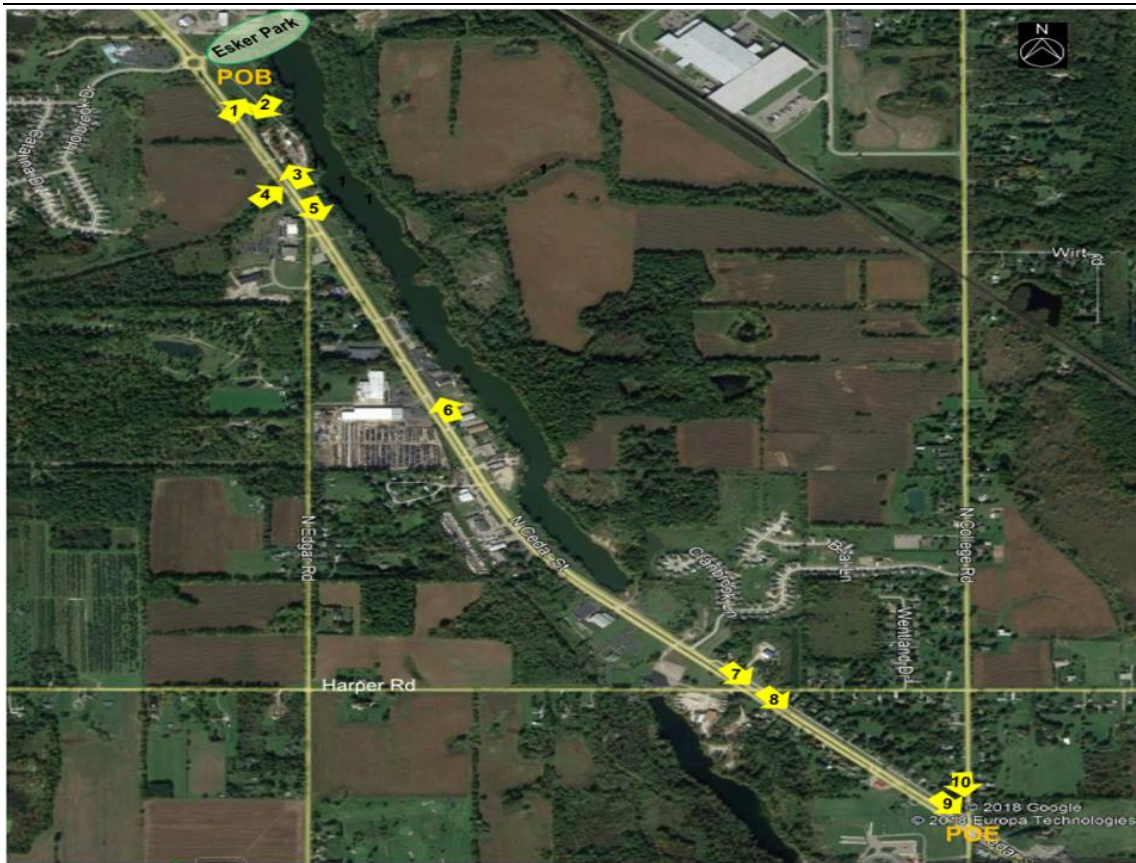
Photo 8. Typical Ditch to be Filled and Replaced with Underground Stormwater, Looking South
(Hogsback Rd is on the left)



Photo 9. POE at College Road and Township Border, Looking Southeast
(Hogsback Rd is on the left)



Photo 10. POE at College Road, Looking South from the Corner of College and Hogsback



Sixth Round Millage Application Drain Commission Recommendation ~

Mr. Pratt said they are still trying to figure out the East Lansing millage project issues and he has an engineer coming up with some proposed fixes. Mr. Pratt stated we may see East Lansing approach the Park Commission about cost overruns for the project. Ms. Buzzard stated she has ideas how to fit this in for the next application and she will follow up with Mr. Pratt.

ADMINISTRATIVE REPORTS

Director ~

Ms. Gregg asked when the revenue management system will be implemented. Mr. Morgan stated if the credit card agreement is approved in time, we will go live the week of November 18th, however if it is not, we will have to delay.

Park Managers ~

Mr. Morgan stated Ian Londo included a report from attending the NRPA conference.

Administrative Office ~

As reported.

Financial Report ~

Ms. Pawar asked if parking revenue was down from last year, and Mr. Morgan stated there was construction at Lake Lansing North this summer. Mr. Collins stated additionally we are not selling annual passes currently. Mr. Bennett asked about visitation compared to last year. Ms. Wallace stated she can look up the numbers compared to last year.

Millage Coordinator Report ~

Mr. Unsworth stated Georg Hayhoe and he met on behalf of Tri-County Bicycle Association, and they will be spearheading the renewal of the millage.

FLRT Trail Ambassador Report ~

As reported.

CORRESPONDENCE & CITIZEN COMMENT

As reported.

BOARD/STAFF COMMENTS

Mr. Morgan thanked staff and Ms. Ross for writing the reports. Ms. Buzzard stated she will hand out flash drives with the round five millage applications and viability reports. She will email the scoring sheets to the Commissioners.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 8:05pm.

Meeting adjourned

Minutes submitted by:

Nicole Wallace, Administrative Office Coordinator

INGHAM COUNTY PARKS AND RECREATION COMMISSION

Meeting of November 18, 2019

RESOLUTION # -19

RESOLUTION HONORING JESSY GREGG

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

WHEREAS, Jessy 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, Jessy has served on the Ingham County Parks & Recreation Commission from February 14, 2017 to November 6, 2019; and

WHEREAS, Jessy served as the Secretary of the Ingham County Parks & Recreation Commission from January 16, 2018 to September 17, 2018; and

WHEREAS, Jessy served as the Vice-Chair of the Ingham County Parks & Recreation Commission from September 17, 2018 to November 6, 2019; and

WHEREAS, Jessy 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, Jessy 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, Jessy'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, Jessy has helped to advance, develop, and implement effective parks policies; and

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 Park Commission, by adoption of this resolution, recognizes the impact and quality of Jessy Gregg's 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 Park Commission extends to Jessy Gregg its best wishes for continued success in all her future endeavors.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 18, 2019

MOTION TO APPROVE THE JANUARY 2020 PARK COMMISSION MEETING DATE

Move

To approve scheduling the Park Commission meeting date for January 13, 2020 at 5:30pm in Room A of the Human Services Building, and to pass a resolution at that meeting to schedule the rest of the 2020 Park Commission meeting dates after the Board of Commissioners meeting schedule is released.

INGHAM COUNTY PARKS DEPARTMENT

121 E. Maple Street, P.O. Box 178, Mason, MI 48854
 (517) 676-2233; Fax (517) 244-7190

MEMO

TO: Parks & Recreation Commission Members
DATE: November 14, 2019
RE: 2020 Park Commission Schedule

Commission meeting dates and times have been scheduled through the month of **December 2020**. Meetings to be held the fourth Monday of the month at 5:30pm (unless otherwise noted).

Schedule and meeting locations are subject to change based upon conflicts with Board of Commissioners meetings. The schedule is released in January.

| Date | Time | Room/Shelter | Building/Park | City |
|--|--------|------------------------|-------------------------|---------|
| January 13* 2 nd Monday | 5:30pm | A | Human Services Building | Lansing |
| February 24 | 5:30pm | A | Human Services Building | Lansing |
| March 23 | 5:30pm | A | Hilliard Building | Mason |
| April 27 | 5:30pm | A | Human Services Building | Lansing |
| May 18* 3 rd Monday | 5:30pm | A | Human Services Building | Lansing |
| June 22 | 5:30pm | Main Shelter | Lake Lansing South | Haslett |
| July 27 | 5:30pm | Red Tail Shelter | Hawk Island | Lansing |
| August 24 | 5:30pm | A | Human Services Building | Lansing |
| September 21** | 5:30pm | A | Human Services Building | Lansing |
| September 28** | 5:30pm | A | Human Services Building | Lansing |
| October 26 | 5:30pm | A | Human Services Building | Lansing |
| November 16* 3 rd Monday | 5:30pm | A | Human Services Building | Lansing |
| December 14* 2 nd Monday | 5:30pm | Winter Sports Building | Burchfield Park | Holt |

* Meeting date adjusted due to MParks Conference or holidays

**Two meetings scheduled in September: one is just for Millage Application Presentations

Directors Report 2019

October 22nd-November 13th (November 18th Park Commission meeting)

Mission Statement: The Ingham County Parks & Recreation Commission and Ingham County Parks Department will provide quality outdoor recreation opportunities and facilities for all segments of our population. We will strive 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.

- Attended several Controllers Meetings.
- Ongoing weekly update meetings with Nicole and Melissa on various committee agendas, supporting documents and internal items, including multiple resolutions.
- Sorted and organized paperwork, files and e-mails.
- Met with both full staff and park managers to discuss various items.
- Attended a ribbon cutting for Okemos Boardwalk, Meridian Township.
- Ongoing working with all Managers, Nicole and Emma on Revenue Management System training. Vermont Systems Point of Sale for shipment of hardware, delivery and returns. Working with the Zoo, Financial Services, Budget Office, IT, Treasures office and Credit Card Company to coordinate Go-live week with Vermont Systems which has now been moved back from November until January 13th.
- I worked with Jon Lawrence from the Zoo on the return of some of the equipment to Vermont that was not needed.
- Staff did a conference call with Vermont for training for Revenue Management system and point of sale and begin working on specific assignment working toward go live.
- Visited Meridian Township 5th round projects.
- Visited Delhi Township 5th round project.
- Worked on Millage renewal question and correspondence.
- Attended a dedication of Canoe/Kayak Launch in Delta Township on the Grand River.
- Worked on resolutions and emergency purchase for the Tube Hill pump replacement at Hawk Island Park.
- Attended a State Wide MParks meeting in Kalamazoo representing the Trails Focus group that I am chairing this year.
- Visited Lake Lansing parks, Burchfield, McNamara Landing and Hawk Island.
- Continued to work on various Michigan Department of Natural Resources grant follow-up items with Emma and Nicole and will be submitting reimbursements for Overlook and McNamara landing this fall.
- Attended another Tim Barron Radio show shared about Park facilities and opportunities ongoing and updates to our present facilities.
- Attended the Friends 3rd quarter meeting, two new members joined their board of directors. They are still looking for a Treasurer to replace an outgoing board member spot, if you know anyone interested please let me know.
- Attended several BOC committee meetings and full BOC meetings.
- Helped with Packets and agendas for Park Commission meetings.
- Sorted through and responded e-mails daily.
- As I write my report the ground is white with winter sneaking up on us! Get out and visit one of Ingham County's best keep secrets today, your Ingham County Parks are peaceful this time of year!



Delta Mills Canoe/Kayak Launch Ribbon Cutting on the Grand River in Delta Township

Lake Lansing Park Report – October to November

Highlights:

Attended Park Commission Meeting

Attended Staff and Manger Meetings

Installed WIFI Cradle Points at POS stations

Pulled floating dock out (for the last time hopefully)

Roofs installed on Lakeview Shelter, Sandhill Shelter, Boathouse, and Snell Bathroom

Paved entrance at LLS

Put ski rental building up

Attended Friends of ICP meeting at Playmakers

Sent our RFP for Boat Launch dock

Attended Bandshell meeting

Attended Autumn Classic follow-up meeting

Conference call with Vermont Systems (POS)

Met with Tim regarding new Boat/Fishing Dock Grant

Ian:

Received scholarship from MACPRO for MParks Conference

Working on trail signage and park entrance welcome signage

LLS Entrance Drive



Before



After

Roofs



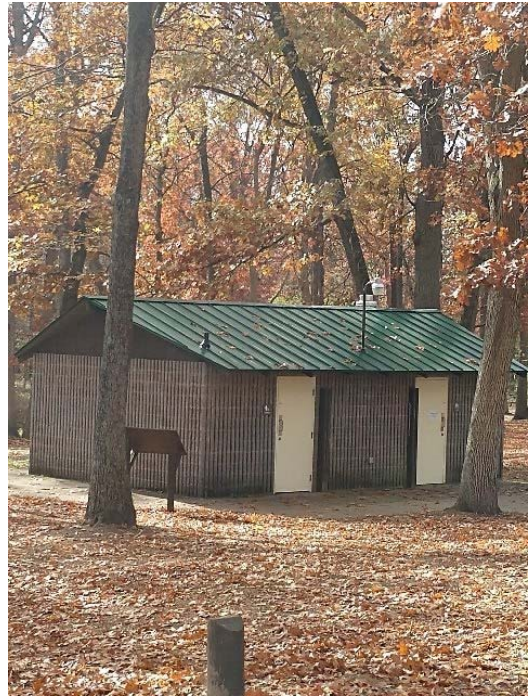
Lakeview Before



Lakeview After



Boathouse Roof



Snell Bathroom Roof



Sandhill Roof (LLN)



Ski Rental Building

November 2019 Parks Commission

Meeting Monthly Report

Hawk Island County Park Staff

- Completed End of Year EGLE reports for lake weed treatments
- Continued construction on extended Red Tail Shelter enclosure.
- Worked with ticketing companies to determine which snow tube tickets will work with new POS System.
- Spent multiple days and meetings working on POS system implementation procedures.
- Repaired leak in main snow making water line.
- Replaced snow making booster pump.
- Posted jobs for winter.
- Tested snow tubing “magic carpet”
- Seasonal start up and maintenance on snow groomer.
- Printed up new signage for tubing hill and tubing hill building.



LEAK IN MAIN SNOW MAKING LINE



Installation of new wall panels at Red Tail Shelter



View from atop snow tubing hill looking West

Burchfield Park October-November Manager's Report

1. 400 8-10 inch channel catfish were ordered and stocked in the Burchfield pond from Imaly City Fish Farm. The fish will improve fishing opportunities in the pond for next year (pictures included).
2. Waterlines were blown out and buildings winterized for the season in late October.
3. We continued to prep for winter sports and finished putting up ski rental building, snow fencing, winter signage and cleaned and inflated snow tubes.
4. A couple of days were spent on trails maintenance such as, cutting trees, filling in low areas with gravel and woodchips, and blowing the leaves off the main trails. This was to get the trails ready for cross country skiing. This year we have rerouted some of the moonlight ski trails to add a new twist to the experience.
5. LJ Trumble Group started shingle tear off at the Winter Sports Building but is now delayed due to weather (picture included).
6. Troop 2 hosted their annual Thanksgiving dinner and campout at Burchfield for the weekend of Nov. 8th.
7. Both Chris and I registered for the upcoming Mparks Conference and Trade show in late January of 2020 in Novi. Both us will be attending the weeklong conference with other park professionals.
8. Worked closely with Capital City Renegades on scheduling for next year's disc golf events.
9. Seasonal staff has been spending a majority of their time mulching leaves and assisting with winter sports prep work.
10. Early snow was unexpected but, we changed gears quickly and started snow removal. Some families jumped on the opportunity and brought their own cross country skis and sleds to enjoy the trails and hills at Burchfield. We once again started snow and ice removal from the Waverly Bridge at Moore's Drive.



Catfish being moved from truck to pond by hand.



Early snow fall at the park. Snow much fun!



WSB roof replacement

November - Parks Office Monthly Report

Communications, Training, Contracts

Schedules and agendas for numerous meetings were coordinated with staff and the park commission. Drafted memos/resolutions for the millage renewal, new park ranger, and three County millage applications. Coordinated with the attorney's office to draft the agreement for the roofs at Lake Lansing, and set up pre-construction meeting. Drafted short form authorization for Change Order 1 for the contract with LJ Trumble for the Winter Sports Building roof project.

Customer Service

We received 572 phone calls in the month of October. 29 park visitors made a picnic shelter and/or canoe and kayak reservation in October. We have received 22 requests for 2020 special events in the parks office. Office staff assists the event coordinators with the event application, park reservations and coordinates the application process with park managers for approval.

U.S. Passport Processing

Staff responds to multiple general inquiries regarding passports each month and in addition we accepted 56 U.S. passport applications in October. Submitted the paperwork for the yearly annual certification process.

End of Season Closures

Updated the website with end of season closures for boat rentals, beach, and the splash pad.

2020 Park Commission Meetings

Drafted 2020 Park Commission schedule and worked with the Facilities Department to reserve rooms.

Website

Continued to work with Melissa and Andrew from the IT Department on the new website.

Revenue Management System

Various follow up meetings and conference calls to continue getting ready for go live week.

Accounting/Budget/Payroll

Routine processes of A/R, AP, Payroll and reporting continue.

Trails & Parks Millage Program Coordinator Report **For: Park & Recreation Commission Meeting- November 18, 2019**

- Continued to work/update weekly with Spicer Group, Signs By Crannie, and local communities on compiling wayfinding sign data and proofing
- Visited Signs by Crannie in Flint to review initial prints for Leslie
- Worked with Nicole on Winter Media and Outreach with FOX47
- Attended mParks joint meeting in Kalamazoo-elected vice-chair for Trails Committee
- Attended Meridian Township's Okemos Boardwalk Ribbon Cutting on Nov. 4
- Met with IT contact Andrew and Nicole to review website updates and work on edits
- Attended/helped lead Johnson Sign Co. pre-construction meeting
- Wrote memos/resolutions for next round of BOC meetings
- Worked with Nicole on contract database for the Controller
- Organized data and scoring for the Park Commissioners for Round 5 Millage Contracts
- Attended Caucus BOC meetings to discuss millage renewal
- Attended HS/Finance and BOC meetings for the round of millage renewal and other items
- Worked with staff on social media updates



Park Comm. Unsworth trying out the new boardwalk



Burchfield's new Assistant Manager for a day



FLRT Trail Ambassador Program Coordinator Monthly Report November, 2019

Upcoming Events

- Quiet Adventures Symposium – February 29, 2020
 - FLRT will be hosting a booth

Other Business

- Responded to requests for information about trails
- Managed social media
- Drafting Fall Newsletter
- Working on getting pull-behind-bike-plow for clearing trails in winter

MOU Status

| Community Name | In Discussion | In Process | Signed | Last Update |
|----------------------|---------------|------------|--------|-------------|
| Ingham County | | | X | 3/7/17 |
| City of Lansing | | | | 2/9/17 |
| City of East Lansing | | | X | 9/28/17 |
| City of Mason | | | X | 10/13/17 |
| Delhi Township | | | | 3/9/18 |
| Meridian Township | | | X | 1/31/18 |
| City of Leslie | X | | | 10/7/18 |

Lake Lansing Park South Gardens (Mid-Michigan Master Gardener Volunteer Project)

Story by project leader Laurie Kaufman (lkaufman@msu.edu)

Mid-Michigan Stewardship Initiative members Laurie Kaufman, Leslie Kuhn, and Jim Hewitt worked with staff at Ingham County's Lake Lansing Park South to design, fund, and create two demonstration gardens.

Our goal was to establish two gardens at Lake Lansing Park South that:

- Engaged youth in learning about native plants
- Provided community members with an opportunity to take pride in developing & maintaining a public garden
- Served as beautiful and prominent community demonstration gardens for butterfly, bee, and bird-friendly gardening using native Michigan plants
- Provided a friendly way for the public to learn about the direct connection between storm water runoff, erosion, and water quality
- Demonstrated to visitors how they can make a difference through planting a rain garden and/or shoreline buffer zone on their own property.

Lake Lansing (Haslett, MI) is entirely fed by storm water runoff, making it especially susceptible to pollution from fertilizers and contaminants from watercraft and roadways. Shoreline erosion from wave action and ice push also negatively impact water quality in Lake Lansing by addition of sediments containing nutrients and pollutants.

Native Plant Rain Garden

In 2011, the Wildflower Association of Michigan / Glassen Educational Grant Program supported the development of a 500 square-foot demonstration rain garden comprised of butterfly and bee friendly native wildflowers and shrubs at Lake Lansing South Park.



Jim Hewitt supervising rain garden planting, 2011

Rain garden site preparation and planting was done by 4th – 7th graders from the Navy League Cadet Corps under the supervision of Ingham County Parks Stewardship Coordinator Nicholas Sanchez and Mid-Michigan Stewardship Initiative members. The rain garden offered

these students an opportunity to establish a garden from the ground up while learning about native plants and water quality issues.



Native Plant Rain Garden, Lake Lansing Park South, 2012

This was followed in 2012 by the creation of a 700 square-foot **Shoreline Buffer Demonstration Garden** featuring many native plants. Local garden clubs donated plants and helped fund plant purchases, and community volunteers helped prepare and plant the site.



Shoreline Buffer Demonstration Garden, Lake Lansing Park South, Haslett, MI, 2013.

Interpretive signs at each garden provide educational outreach for the 125,000 visitors per year, who enjoy the natural beauty of the lakeshore and surrounding wetlands at Lake Lansing Park South.



Educational sign at the rain garden.

Both gardens function to intercept and filter contaminated runoff from the parking lot and turf areas, allowing cleaner water to empty into the lake and surrounding wetlands. Sited next to the main entrance, the **native plant rain garden** offers high visibility, and opportunities for public education. The rain garden has become the centerpiece for Lake-Friendly Landscaping Workshops, and it has hosted visits from nearby Ralya Elementary School students.

Master Gardener volunteers Bonnie Russian, Chris Barnhill, Debra Sutter, Doug VanderJagt , Kelly Treiber, David Gunns, and Eric Wildfang have helped maintain and expand both demonstration gardens at Lake Lansing Park South, while learning about native plants, hydrology, and factors that affect lake water quality.

Why plant a rain garden?

Rain gardens favor wetland plants or those that tolerate seasonal inundation, and they absorb and filter rain and flood water. Rain gardens have taken on new importance with the growing recognition that the impervious surfaces created by humans – roads, parking lots, driveways, and roofs – cover soil that would normally take up water, causing large volumes of runoff. Human-created surfaces often concentrate pollutants, such as petroleum and other chemicals that leak from vehicles and leach from asphalt shingles and road surfaces. The rain garden planted with Michigan native plants at Lake Lansing Park South helps filter parking lot runoff water before it reaches fragile wildlife habitat in the nearby sedge meadow and Lake Lansing. The native plants also provide nectar and pollen for native bees and provide host plants for larvae of butterflies and other beneficial insects.

How does a shoreline plant buffer zone work?

Replacing lawn with native wetland plants at the water's edge can reduce erosion, intercept storm water runoff, and help filter nutrients and pollutants before they enter the lake. A shoreline buffer zone containing deep-rooted perennials plus small shrubs and/or trees can stabilize soils to reduce erosion. A shoreline buffer planting saves lawn maintenance costs (both time and money) and can look attractive while providing ecological benefits (habitat for songbirds, butterflies, and frogs).

Goose droppings provide another source of nutrients and bacteria that can contaminate the water. Geese prefer to feed where turfgrass extends to the water's edge to provide them a clear view of approaching predators. Even shoreline plants 1-2 ft tall may be sufficient to deter geese.

How should I design my shoreline buffer or rain garden?

When designing your shoreline buffer or rain garden, consider whether plants can tolerate prolonged submersion in water or saturated soil during spring flooding or high lake levels. You should choose plant species best suited to thrive under your site conditions. For example, plants such as native iris (but not bearded iris) can withstand periodic flooding as well as dry periods. If your goal is to prevent shoreline erosion, choose a variety of plants with extensive root systems that can intermingle to better stabilize the soil.



Iris virginica (blue-flag iris) tolerates flooding.

Why choose plants native to Michigan or nearby states?

Native ecosystems typically include a diversity of plant species that provide pollinators with food sources from early spring through late fall.



Asclepias incarnata (swamp milkweed) serves as a larval host for Monarchs.

Pollinators are essential for production of our food and for production of seeds, fruits, and berries that are consumed by birds and other wildlife. Even garden-worthy non-native plants may not provide the right nutrients for native butterflies, bees, and beneficial insects (i.e. Monarch butterfly larvae can only survive on milkweed species). Because native insects and plants have evolved together, native insects typically don't defoliate native plants (Tallamy, 2007).



Vernonia missurica (ironweed) attracts pollinators.

Insects sustain the natural food chain. If your garden provides no native plants, there may not be enough insects to support songbirds and their offspring (insect larvae are an important food source for newborn birds). Including some native plants in your landscape design insures that your garden can offer the "ecosystem services" that support beneficial insects and the rest of the food chain that depends on them.



Liatris spicata (dense blazing star) is a pollinator favorite.

Native Plants at Lake Lansing South Park Rain Garden and/or Shoreline Garden:

Plant sources: Michigan Native Plant Producers Association at <https://www.mnppa.org>

Grasses, Rushes, Sedges:

Acorus americanus (sweet flag)

Carex muskingumensis (palm sedge; Muskingum sedge)

Forbs (herbaceous flowering plants) and Ferns:

Allium cernuum (nodding wild onion)

Anemone canadensis (Canada anemone)

Asclepias incarnata (swamp milkweed)

Dasiphora fruticosa (shrubby cinquefoil; formerly *Potentilla*)

Eutrochium purpureum (Joe Pye weed, formerly *Eupatorium*)

Filipendula rubra (Queen of the prairie)

Gentiana andrewsii (bottle gentian)

Hibiscus moscheutos (rose mallow)

Iris virginica (southern blue flag iris; Virginia iris)

Liatris spicata (dense blazing star; marsh blazing star)

Lobelia cardinalis (cardinal flower)

Lobelia siphilitica (blue lobelia)

Monarda fistulosa (bee balm)

Oligoneuron ohioense (Ohio goldenrod, formerly *Solidago ohioensis*)

Onoclea sensibilis (sensitive fern)

Penstemon digitalis (beardtongue)

Pycnanthemum tenuifolium (narrowleaf mountain mint)

Rudbeckia fulgida (black-eyed Susan; orange coneflower)

Sagittaria latifolia (common arrowhead; broad arrowhead)
Senna hebecarpa (wild senna)
Silphium terebinthinaceum (prairie dock)
Vernonia missurica (ironweed)
Veronicastrum virginicum (Culver's root)

Shrubs:

Aronia prunifolia (black chokeberry)
Cephalanthus occidentalis (buttonbush)
Cornus foemina (gray dogwood)
Ilex verticillata (common winterberry; Michigan holly)
Lindera benzoin (spicebush)
Physocarpus opulifolius (common ninebark)
Ribes americanum (wild currant)
Spiraea alba (meadowsweet)
Spiraea tomentosa (steeplebush)
Viburnum dentatum (arrowwood viburnum)



Gentiana andrewsii (bottle gentian)

Additional resources:

Tallamy, DW. Bringing Nature Home, Timber Press, 2007.

Rain gardens to improve water quality, MSU Extension at
https://www.canr.msu.edu/news/using_rain_gardens_to_improve_water_quality_part_1
https://www.canr.msu.edu/news/rain_gardens_part_2_rain_garden_plants

Kirkwood J, Schutzki R, Herbert J, Cronk K, Tripp E, Majka M. Natural Shoreline Landscapes on Michigan's Inland Lakes, MSU Extension Bulletin E-3145, 2013. <http://www.hlca.us/pdf/Guidebook%20-%20Michigan%20Shoreline%20Landscapes.pdf>

CL Henderson, CJ Dindorf, FJ Rozumalski. Lakescaping for Wildlife and Water Quality, Minnesota DNR, available <https://www.mnbookstore.com/lakescaping-for-wildlife-310.html>

See also https://files.dnr.state.mn.us/publications/waters/shoreline_alterations_lakescaping.pdf

Introduction to Lakes online course (MSU Extension)
http://msue.anr.msu.edu/program/info/introduction_to_lakes_online

USDA Plants database at <https://www.plants.usda.gov/java/nameSearch>

"Michigan Native Plants to Provide Resources for Beneficial Insects" by Anna Fiedler, Doug Landis, Julianna Tuell, Rufus Isaacs
https://www.canr.msu.edu/nativeplants/uploads/files/Native%20plant%20slide%20set_final-July2010.pdf

MSU Department of Entomology: Native Plants and Ecosystem Services
https://www.canr.msu.edu/nativeplants/resources/teaching_tools

"Backyard Conservation" report PA-1261, April 2007; a cooperative project of USDA Natural Resources Conservation Service, National Association of Conservation Districts, Wildlife Habitat Council, and National Audubon Society <https://nrcspad.sc.egov.usda.gov/DistributionCenter/pdf.aspx?productID=428>

Cardno Native Plant Resource Catalog
<https://www.cardnonativeplantnursery.com/publications/resource-catalog-25/files/assets/common/downloads/publication.pdf>



Asclepias incarnata (swamp milkweed)



November 7, 2019

Congratulations Ian,

Thank you for applying for the 2020 M-Parks Annual Conference Scholarship you have been selected as one of the Full Delegate Conference award winners.

The 2020 M-Parks -Michigan Recreation and Park Association – Annual Conference in Novi, Michigan. The Conference is Tuesday, January 28, 2020 – Friday, January 31, 2020

You will be required provide a post conference report to be provided reimbursement. Please send to MBrochu@stclaircounty.org

If you have any questions, you can contact me at 248-343-6224 or dunleavyj@oakgov.com

Jim Dunleavy, MACPRO President.