

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, April 26, 2021

Monday, April 26, 2021

5:30pm

PARKS & RECREATION COMMISSION MEETING

Meeting via Zoom:

<https://ingham.zoom.us/j/83165658971?pwd=Z1dISGI3d2lJbJlJRckVoSnJEeXJhdz09>

1. **Call to Order**
2. **Approval of Minutes**
Minutes of March 22, 2021 regular meeting will be considered - [Page 3](#)
3. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*
4. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions
5. **PRESENTATION** – City of East Lansing Millage Projects Update & Extension Request: Wendy Longpre - [Page 11](#)
6. **ACTION ITEMS**
 - A. East Lansing TR003 Northern Tier Trail Repair and Maintenance Extension Amendment - [Page 20](#)
 - B. East Lansing TR033 Northern Tier Trail Connection through White Park Extension Amendment– [Page 23](#)
 - C. Vehicle entrance fees at Riverbend and McNamara - [Page 27](#)
 - D. Accepting Donations - [Page 28](#)
 - E. Disc Golf Donation - [Page 29](#)
 - F. Budget – [Page 30](#)
7. **INFORMATIONAL**
 - A. Granger Agreement - [Page 81](#)
8. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 84](#)
 - B. Park Managers - [Page 95](#)
 - C. Administrative Office - [Page 102](#)
 - D. Millage Coordinator Report - [Page 103](#)
 - E. FLRT Trail Ambassador Report - [Page 105](#)
9. **Correspondence & Citizen Comment** –[Page 106](#)
 - A. Phase III of the MSU to Lake Lansing MNRTF Application
 - B. David Wiles
 - C. David Ely
 - D. Bob Wilson
 - E. Jessica Stuart

- F. Susan Henderson
- G. Carolyn Malmstron
- H. Edward Potter

10. Board/Staff Comments

11. Limited Public Comment ~ *Limited to 3 minutes with no discussion*

12. Upcoming Meetings

- A. Date: Monday, May 24, 2021; Time: 5:30pm
Parks & Recreation Commission Meeting
Virtually Via Zoom

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.

Ingham County Parks & Recreation Commission Members: Chair Matt Bennett, Vice-Chair Cherry Hamrick, Secretary Michael Unsworth, Steve James, Simar Pawar, Paul Pratt, Chris Swope, Commissioner Emily Stivers, Stephanie Thomas, Commissioner Chris Trubac

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
March 22, 2021

The Ingham County Parks & Recreation Commission held a Regularly Scheduled Meeting virtually via Zoom website.

Board Members

Present: Matt Bennett (Ingham County), Cherry Hamrick (Ingham County), Steve James (Ingham County), Simar Pawar (Ingham County), Paul Pratt (Ingham County), Commissioner Emily Stivers (Ingham County), Chris Swope (Ingham County), Stephanie Thomas (Ingham County), Commissioner Chris Trubac (Ingham County), and Michael Unsworth (Ingham County).

Absent:

Also Present: Park Director Tim Morgan, Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace, Hawk Island Park Manager Brian Collins, Lake Lansing Park Manager Coe Emens, Burchfield Park Manager Tim Buckley, Zachary Shafer, FLRT Trail Ambassador Lauren Ross, Chad Stevens, Paul Brogan, Deborah Stuart, Doug Schultz

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

Minutes: **Moved by Mr. Pratt and Supported by Ms. Pawar** to approve the February 22, 2021 minutes of the regular meeting as written:
Yes 10; No-0. MOTION CARRIED.

LIMITED PUBLIC COMMENT

Paul Brogan, President of Lansing Regional Trails asking for an amendment to TR085 for additional funding to help support the trails ambassador position. The county supported throughout the first five rounds. FLRT thought that they would be able to support the ambassador position on their own through advertising revenue, however due to Covid and slower than expected rollout of the signage project they are unable to sustain. Mr. Brogan feels that eventually they will be able to self-sustain, but at this time they are requesting \$20,000 to fund the trail ambassador program for the period of July 2021 through June 30, 2022 which represents the timeframe covered by the sixth round of funding.

DISCUSSION ITEMS

mParks Design Award Facility Presentation – presented by Chad Stevens from mParks:

Mr. Stevens from the Michigan Recreation and Parks Association presented the Ingham County Parks with the Facility Design Award for the Accessible Multipurpose Dock at Lake Lansing South Park.

Staffing Lifeguards:

Mr. Morgan gave a history of the lifeguards during 2020 due to Covid. Going forward the parks are requesting to have beaches guarded 7 days per week from 12pm-8pm, providing that there are lifeguards available. Mr. Morgan stated that there would then be signage of swim at your own risk during off times and when there are no lifeguards available.

Mr. Collins stated that he is working on soliciting lifeguards and tentatively has a couple of instructors lined up to hold a class for anyone wanting to become a lifeguard with the parks.

ACTION ITEMS

Mason Trust Fund Support Letter Request:

MOVED BY MR. PRATT, SUPPORTED BY MS. PAWAR

Ms. Stuart is requesting a letter of support for a DNR grant for the Rayner Park replacement. Ms. Stuart stated that the playground is no longer ADA accessible and there is concern of arsenic and other unsafe materials within the play structure. Mr. Morgan stated that if the Park Commission approves, he would then sign the letter going to the City of Mason to include in the application.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

Staffing Lifeguards:

Mr. Morgan stated that the Parks Department is requesting to have beaches guarded 7 days per week from 12pm-8pm, providing that there are lifeguards available. Mr. Morgan stated that there would then be signage of swim at your own risk during off times and when there are no lifeguards available. The parks start losing staff around mid-August due to students going back to school, therefore the beaches would then be posted swim at your own risk. Mr. Bennett asked if there are staff certified in CPR if no lifeguards are on duty. Mr. Morgan stated he has reached out to Human Resources in regards to classes for staff and just waiting to hear back. He stated that all parks are equipped with AEDs as well.

MOVED BY MR. UNSWORTH, SUPPORTED BY MS. HAMRICK

To support staffing lifeguards beginning Memorial Day weekend through Labor Day weekend during the hours of 12:00pm-8:00pm, seven days a week. During hours outside of 12:00pm-8:00pm or in the event there are not adequate lifeguarding staff available, beaches would be posted and announced as swim at your own risk. Due to the proposed change, Burchfield Park would require an additional \$15,000 in budget allocation to provide this service 7 days a week as opposed to weekends only in previous years. There are funds available in line item 208-75300-652000.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

Naming of Hawk Island Cabanas:

Mr. Collins stated that this year two new cabanas are to be built. Currently one is named Cooper's Cabana and he is asking the Park Commission's assistance in naming the others. His initial thought is to name them after the Board of Water and Light smokestacks; Wynken, Blynken and Nod. Mr. Pratt stated that he would like to see them named after Hawks, since that is the theme of the park. Mr. Bennett brought up the idea of a sponsorship. Commissioner Stivers stated that she would like to see them named a Native American name or a name that has a connection with nature. Commissioner Stivers recommended the Park Board send this back to the parks staff to come up with the names.

MOVED BY MS. HAMRICK, SUPPORTED BY

To approve naming the three picnic cabanas (two new with a grant) at Hawk Island County Park. Staff suggests matching the smoke stack in Lansing; Wynken, Blynken and Nod (Brian Collins).

THE MOTION WAS CARRIED UNANIMOUSLY. MOTION CARRIED.

Resolution to Amend Soldan's Contract for 5 years:

RESOLUTION #07-21 RECOMMENDING AN AGREEMENT WITH SOLDAN'S FEEDS AND PET SUPPLIES INC. FOR SELLING FOBs FOR THE SOLDAN DOG PARK

WHEREAS, the County operates Soldan Dog Park in the City of Lansing, and sells passes known as FOB cards that allow registered guests to access the Dog Park; and

WHEREAS, the Contractor has indicated a desire and a willingness to sell FOB cards for access to Soldan Dog Park at its local stores.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission hereby recommends an Agreement with Soldan's Feeds and Pet Supplies Inc. for an additional 5 years, with the option of renewing for an additional 3 years at the expiration of the contract for selling FOB cards to Soldan Dog Park.

BE IT FURTHER RESOLVED, that the term of this Agreement shall continue for a period of five (5) years, through the 1st of May, 2026 at which this Agreement shall terminate, unless the County exercises the option to renew this Agreement for an additional three (3) years.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports the Agreement with Soldan's Feeds and Pet Supplies Inc. for selling FOBs for the Soldan Dog Park.

Moved by Mr. Pratt and Supported by Ms. Thomas that the Resolution #07-21 be approved as written. **Yes-10; No-0. MOTION CARRIED.**

Amend the Contract with FLRT:

Mr. Swope commented that he is wondering how much of the federal money the county will be getting, since this seems to be related to the lack of funds. Mr. Bennett stated he is concerned as to what point does the Parks consider this as non-sustaining and that is it just not working out?

RESOLUTION #08-21 TO RECOMMEND AUTHORIZING AN AMENDMENT TO THE CITY OF LANSING TRAILS AND PARKS MILLAGE AGREEMENT TR085

WHEREAS, Board of Commissioners Resolutions #20-028 authorized entering into a contract with the City of Lansing for Agreement TR085 Friends of the Lansing Regional Trails (FLRT) Volunteer Trail Ambassador; and

WHEREAS, the Friends of the Lansing Regional Trails is requesting an amendment to Agreement TR085 for additional funding in the amount of \$20,000 for the time period from 7/1/21 to 6/30/22.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends that the Ingham County Board of Commissioners authorize an Amendment to Agreement TR085 Friends of the Lansing Regional Trails Volunteer Trail Ambassador with the City of Lansing for additional funding in the amount of \$20,000 from the Trails and Parks Millage fund balance for the time period from 7/1/21 to 6/30/22.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$20,000 from the Trails and Parks Millage fund balance into line item 228-62800-967000-TR085.

Moved by Mr. Pratt and **Supported by** Commissioner Stivers that Resolution #08-21 be approved as written. **Yes - 9; No - 0; Abstain -1 (Cherry Hamrick). MOTION CARRIED.**

Free ski equipment rental:

MOVED BY MS. HAMRICK, SUPPORTED BY MR. JAMES

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

- Provide free ski equipment (boots, poles, skis) at Lake Lansing North and Burchfield County Parks to children ages 5 and under, during winter hours of operation on dates to be determined by staff.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

Tube Hill Piping Installation:

RESOLUTION #9-21 RECOMMENDING A CONTRACT WITH SCARLETT EXCAVATING TO INSTALL SNOW MAKING TUBE AT HAWK ISLAND COUNTY PARK

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for installing a County purchased snow making tube at Hawk Island County Park; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation hereby recommends entering into a contract with Scarlett Excavating for a total amount of \$49,350.00 from the Parks Departments Operating Fund Balance for the installation of the snow making tube at Hawk Island County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 31, 2021.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation support entering into a contract with Scarlett Excavating for the installation of a County purchased snow making tube at Hawk Island County Park.

Moved by Ms. Hamrick and **Supported by** Ms. Thomas that Resolution #09-21 be approved as written. **Yes-10; No-0. MOTION CARRIED.**

Demolition of Rental House:

RESOLUTION #10-21 RECOMMENDING A CONTRACT WITH SALEBIEN TRUCKING AND EXCAVATING INC.

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced demolition vendors for the purpose of entering into a contract for the demolition and legal disposal of a house at Lake Lansing South County Park; and

WHEREAS, the County desires for the materials to be reused and/or recycled as much as possible instead of deposited into a landfill; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends the Ingham County Board of Commissioners authorize entering into a contract with Salebien Trucking and Excavating Inc. for the base bid in the amount of \$27,500 for the purpose of entering into a contract for the demolition and legal disposal of a house at Lake Lansing South County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through May 28, 2021.

BE IT FURTHER RESOLVED, there is \$18,150 is available in line item 208-75200-976000-20P01 for the project.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer up to \$9,350 from the Parks Department fund balance to cover the remainder of the cost of the project.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports entering into a contract with Salebien Trucking and Excavating, Inc.

Moved by Commissioner Stivers and **Supported by** Mr. Pratt that Resolution #10-21 be approved as written. **Yes-10; No-0. MOTION CARRIED.**

Comsource Renewal:

RESOLUTION #11-21 TO RECOMMEND AUTHORIZING TO EXTEND THE CONTRACT WITH COMSOURCE, INC. FOR RADIOS AT HAWK ISLAND COUNTY PARK

WHEREAS, Resolution #18-154 authorized a contract with Comsource, Inc. for the use of eight radios for three years and an option to renew for an additional two years; and

WHEREAS, the Ingham County Parks is requesting to exercise the option to extend this contract for an additional two years.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends the Ingham County Board of Commissioners authorize to extend the contract for two additional years at the current cost of \$3,360 for eight radios plus an additional \$192 annually for a cell phone application that would allow managers cell phones to act as radios.

BE IT FURTHER RESOLVED, the terms of the Agreement will extend to June 10, 2023.

BE IT FURTHER RESOLVED, that the funds are available in line item 208-75600-81800.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports entering into a contract with Comsource, Inc.

Moved by Ms. Thomas and **Supported by** Ms. Hamrick that Resolution #11-21 be approved as written. **Yes-10; No-0. MOTION CARRIED.**

Livery Fee:

Mr. Morgan stated that there is currently a for profit business using McNamara and Bunker Road Landing for their canoe/kayak livery business. The Controller suggested to come up with a fee that is fair to charge the business for using our access. Matt Jankoviak (owner) stated he plans on offering trips on Saturday and Sunday mornings. Mr. Jankoviak also stated that he is more than happy to pay a fee to use the dock. Mr. Morgan stated that Mr. Jankoviak's canoe/kayak trip takes people on a four to six hour trip, one that the county does not offer. Mr. Morgan also stated this would be an annual fee that will be charged.

RESOLUTION #12-21 RECOMMENDING LIVERY FEES AT BURCHFIELD COUNTY PARK

WHEREAS, the Ingham County Parks & Recreation Commission recommends a livery fee be implemented at Burchfield County Park; and

WHEREAS, park staff and the Ingham County Parks & Recreation Commission recommend fees for livery services provided by canoe/kayak livery for profit businesses.

THEREFORE BE IT RESOLVED, that this fee structure becomes effective upon passage of this resolution by the Ingham County Board of Commissioners for livery fees at Burchfield County Park:

- \$1,000 per year

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission recommend implementing a livery fee at Burchfield County Park.

Moved by Mr. James and **Supported by** Mr. Pratt that Resolution #12-21 be approved as written. **Yes-10; No-0. MOTION CARRIED.**

Tree Removal – Hawk Island:

RESOLUTION #13-21 TO RECOMMEND AUTHORIZING A CONTRACT WITH JAMES CLARK TREE SERVICE FOR TREE REMOVAL AT HAWK ISLAND COUNTY PARK

WHEREAS, The Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for hazardous tree removal at Hawk Island County Park. Staff recommends that a contract be awarded to James Clark Tree Service; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to James Clark Tree Service.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends that the Ingham County Board of Commissioners authorize entering into a contract with James Clark Tree Service for an amount not to exceed \$16,400 for hazardous tree removal at Hawk Island County Park.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-974000-21P01 for the project.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission recommends entering into a contract with James Clark Tree Service for hazardous tree removal at Hawk Island County Park.

Moved by Ms. Hamrick and Supported by Mr. Pratt that Resolution #13-21 be approved as written. Yes-10; No-0. MOTION CARRIED.

ADMINISTRATIVE REPORTS

Director ~

None.

Park Managers ~

None.

Administrative Office ~

None.

Financial Report ~

None.

Millage Coordinator Report ~

None.

FLRT Trail Ambassador Report ~

None.

BOARD/STAFF COMMENTS

Commissioner Stivers stated that the county will be receiving \$56.7 million in recovery dollars, which is the equivalent of an entire year of tax revenue, not counting millage for Ingham County. She stated that she would encourage everyone to think about the connection and how it could pertain to the parks. She stated that the county is pushing this through quickly, so she would like to see something put together soon. Mr. Morgan stated that the department is looking at the loss of revenue. Mr. Morgan also stated the park managers are looking at infrastructure; broadband, sewer and water.

LIMITED PUBLIC COMMENT

Adjournment:

There being no further business, the meeting was adjourned at 6:43pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator



City of East Lansing Ingham County Trails & Parks Millage Projects Update and Extension Request

April 19, 2021

Northern Tier Trail Repairs Time Extension Request

Project scope:

- Crack repair and sealing
- Relocate the portion of the trail from the Abbey Road bridge to just south of the Soccer Complex bridge to create a trail shoulder

Allocation

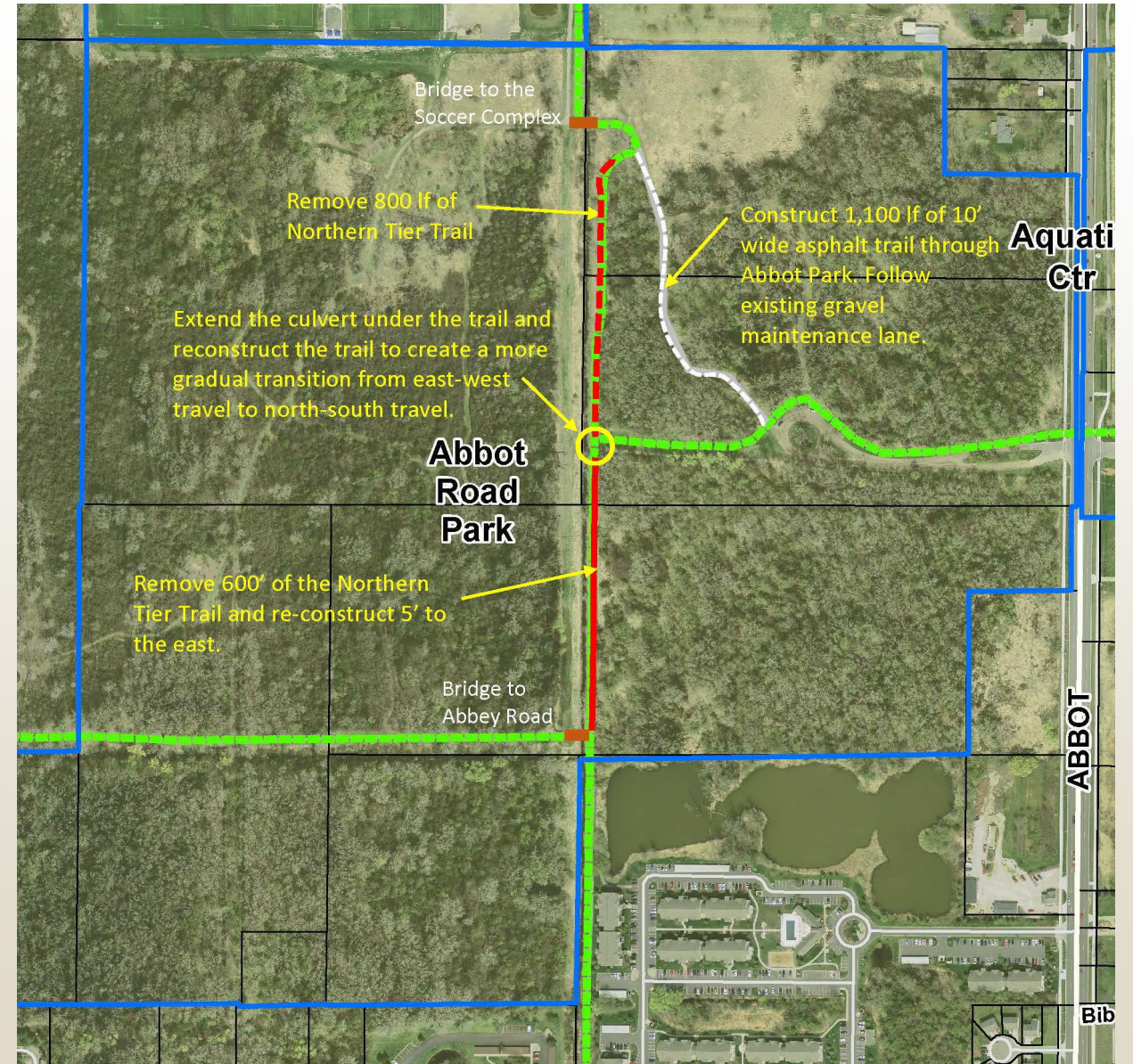
- \$300,000



Northern Tier Trail Repairs

Status:

- Plans are being developed for the improvements
 - New route proposed for the portion of the trail that will be relocated
 - Northern half of the trail will be removed from the drain easement
 - Anticipated construction in fall
- Time extension requested to December 31, 2021



Northern Tier Trail Extension Through White Park

Status: the asphalt portion of the trail has been completed

Pathway from parking lot, southwest to the pond.
The Baseball field is on the left side of the photo.



North end of the trail on Towar Avenue looking south.



Northern Tier Trail Extension Through White Park

Status: boardwalk and overlook platform, turnpike trail, and pond improvements have been completed.

Boardwalk and overlook platform with a view of the vernal pond



Bank restoration on south side of pond.



Turnpike trail.

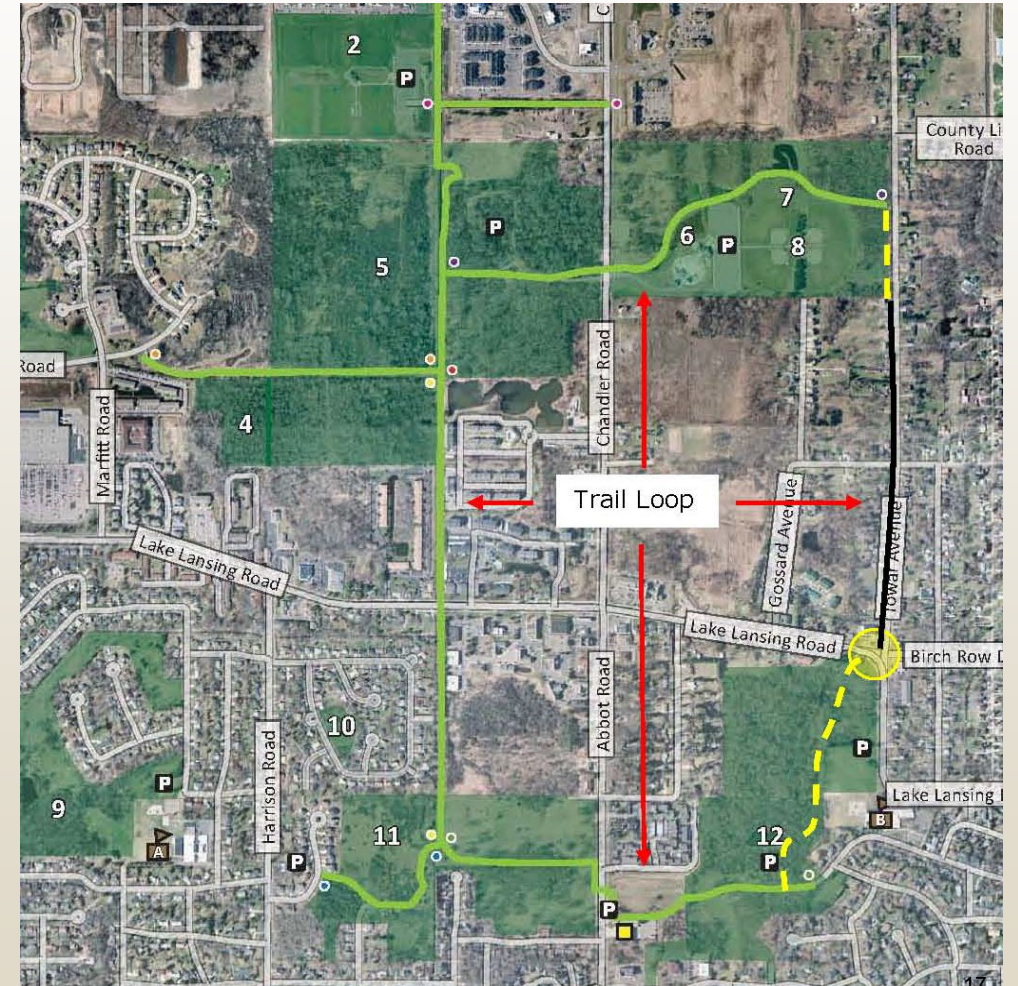
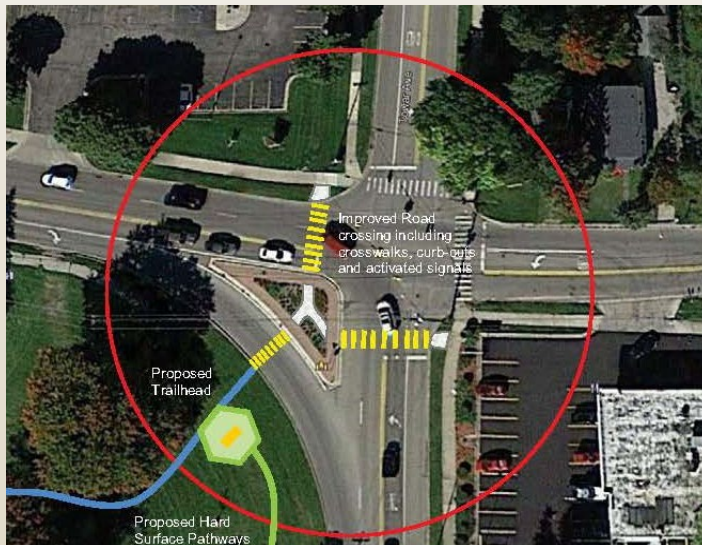


Northern Tier Trail Extension Through White Park

Status: pedestrian crossing safety improvements

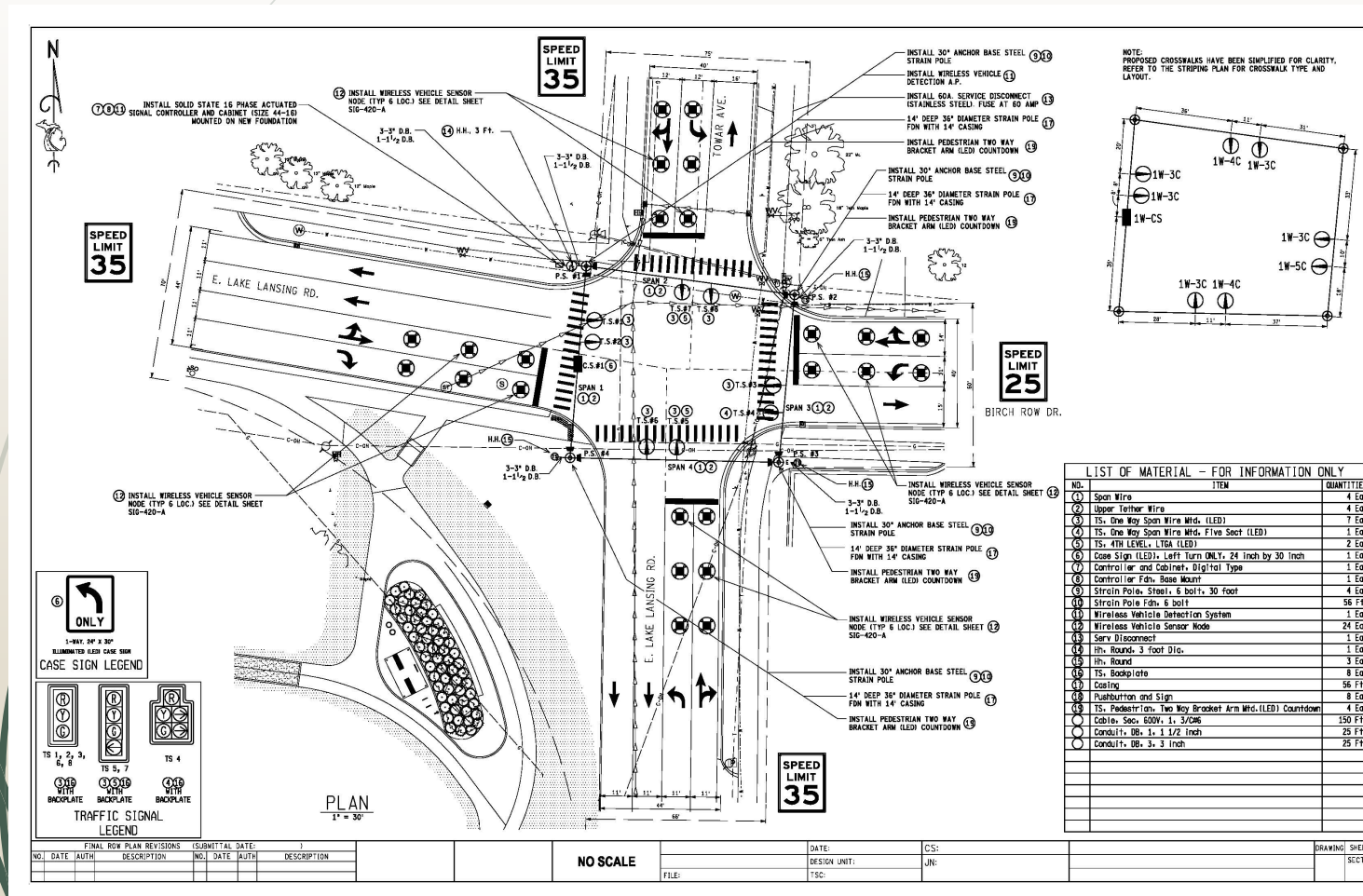
Challenges:

- The existing signal is unable to be upgraded making safety improvements considerably more complex and costly than initially anticipated
- Ingham County Road Department had safety concerns with improvements as proposed in the grant proposal.



Northern Tier Trail Extension Through White Park

October 2020 Recommendation:
Reconstruct the intersection and replace the traffic signal.



Proposal as supported by the Ingham County Road Department:

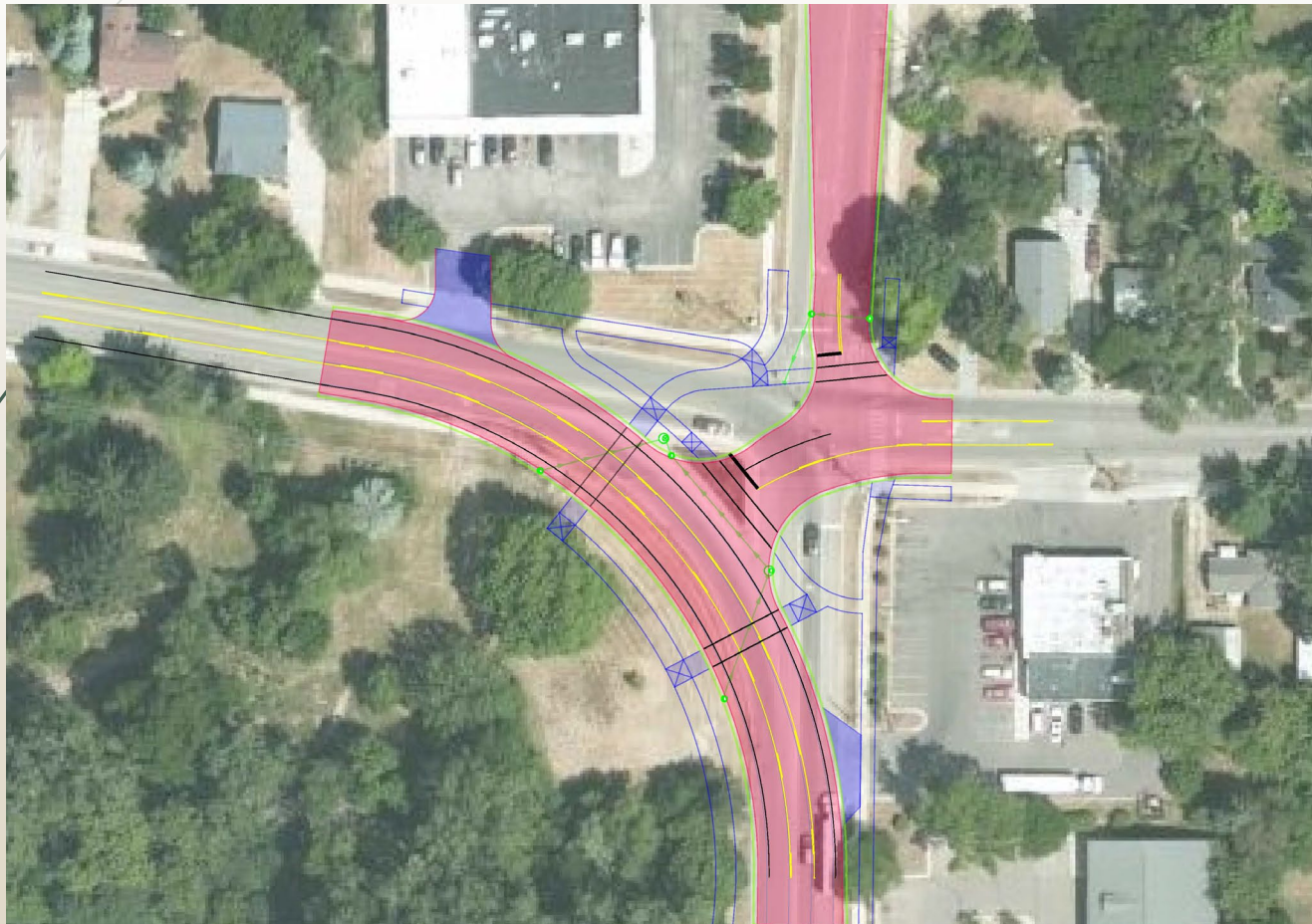
- Remove the slip-lane for eastbound traffic
- Install pedestrian activated crossing signals for all directions
- Install audible crossing signals for all directions
- Install ADA compliant ramps for all directions
- Restripe and resign intersection.

Estimated cost: \$400,000*

Northern Tier Trail Extension Through White Park

Current Recommendation:

Reconfigure the intersection and pedestrian routes and replace the traffic signal.



In February, Ingham County Road Department requested another redesign:

- Concerned with level of traffic accidents at this location
- Concerned with the perception of reduced efficiency

Estimated Cost: \$800,000

- Ingham County Trails Millage: \$400,000
- Federal Transportation Safety Funds: \$400,000

Time Extension requested to December 31, 2022

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021

Move

To recommend the extension of Agreement # TR003 Northern Tier Trail Repair and Maintenance to December 31, 2021 to allow time for the project redesign as submitted by the City of East Lansing.



CITY OF EAST LANSING

The Home of Michigan State University

April 19, 2021

Nicole Wallace
Ingham County Parks Department
121 E. Maple St.
P.O. Box 178
Mason, MI 48854

RE: Request for Amendment
Northern Tier Trail Repair and Maintenance Agreement
Trails Millage Project #TR003

Good day Nicole:

The City of East Lansing would like to request an amendment to the Northern Tier Trail Repair and Maintenance Agreement for Ingham Country Trails Millage Project #TR003. The purpose of this amendment would be to extend the terms of the Agreement to establish an **end date of December 31, 2021**.

410 Abbot Road
East Lansing, MI 48823
(517) 337-1731
Fax (517) 337-1559
www.cityofeastlansing.com

In October, the Parks Commission approved amendment #4 to the Northern Tier Trail Repair and Maintenance Project agreement which provided additional funding for the project and extended the term of the agreement to August 21, 2021. The funds were to support the relocation of a 1,500 lf section of trail along the Sanderson Drain and to repair of cracks that had developed in the trail surface since its initial resurfacing.

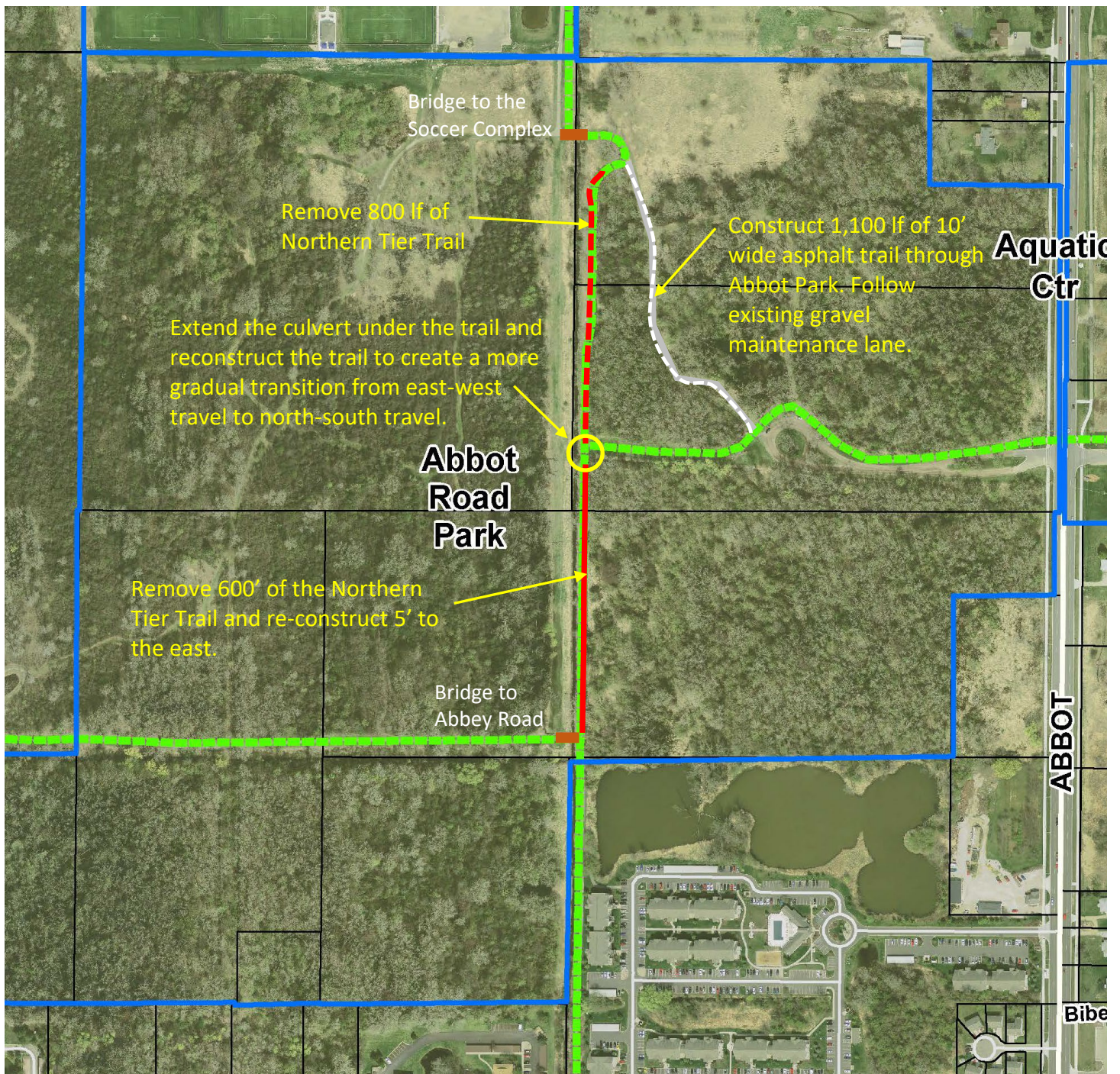
During the design development phase of the project, an alternative trail route was identified that would result in a substantial portion of the trail being moved outside of the Sanderson Drain right-of-way, see attached air photo. This is a much preferable location for the trail for the long-term. A project redesign at this juncture defers construction until the fall.

Staff from the City of East Lansing will be available during the April meeting of the Parks Commission to address any questions the Commission may have. If you would like any additional information, please contact Wendy Wilmers Longpre at wlongpr@cityofeastlansing.com or 517-285-9436 for assistance.

We appreciate the support of Ingham County in providing safe and quality trails and recreational opportunities for the region.

Sincerely,

Timothy M. McCaffrey
Director of Parks, Recreation and Arts



INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021

Move

To recommend the extension of Agreement #TR033 Northern Tier Trail Connection through White Park to December 31, 2022 to allow time for the Ingham County Road Department to pursue the necessary funds (Federal Traffic Safety Funds additional \$400,000), and design and construction for the reconfiguration of the Lake Lansing Road intersection.



CITY OF EAST LANSING

The Home of Michigan State University

April 19, 2021

Nicole Wallace
Ingham County Parks Department
121 E. Maple St.
P.O. Box 178
Mason, MI 48854

RE: Request for Amendment
Northern Tier Trail Connection through White Park
Trails Millage Project #TR033

Good day Nicole:

The City of East Lansing would like to request an amendment to the agreement for Ingham County Trails Millage Project #TR033, Northern Tier Trail Connection through White Park to extend the term from its current date of August 28, 2021 to December 31, 2022. The purpose of this extension would be to allow additional time for the Ingham County Road Department to pursue Federal Transportation Safety funds to support improvements to the Lake Lansing Road intersection.

In October 2020, the City of East Lansing requested an additional allocation of \$400,000 from the Ingham County Trails and Parks Millage for to this project. The additional funds were requested to support an increase in costs associated with reconstruction of the Lake Lansing Road intersection to increase pedestrian safety. Attached is correspondence detailing the request.

The Ingham County Road Department contacted the City of East Lansing in February to express concern with the proposed intersection design that had been presented to the Parks Commission in October, citing the level of vehicular accidents at the location and the perception of reduced efficiency of the proposed design. Even though they had offered their support for the design, they requested that the design be revisited.

After further analysis by the City of East Lansing Traffic Consultant, Bergmann Associates, a reconfiguration of the intersection was developed that the Road Department found more acceptable, see attached. The estimate of probable cost for this design is \$800,000. The Ingham County Road Department has indicated that they are willing to pursue Federal Traffic Safety Funds for the additional \$400,000 that the reconfiguration requires.

410 Abbot Road
East Lansing, MI 48823

(517) 337-1731
Fax (517) 337-1559
www.cityofeastlansing.com

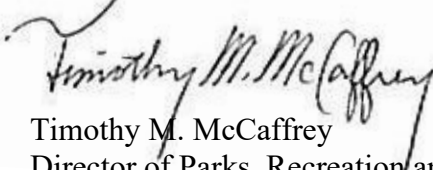
The term of Trails Millage Project TR033 (as established in Resolution #20-244) is August 28, 2021. The proposed extension to December 31, 2022 will allow the Ingham County Road Department to pursue the necessary funds, and design and construction the intersection improvements.

Staff from the City of East Lansing will be available during the April meeting of the Parks Commission to address any questions the Commission may have.

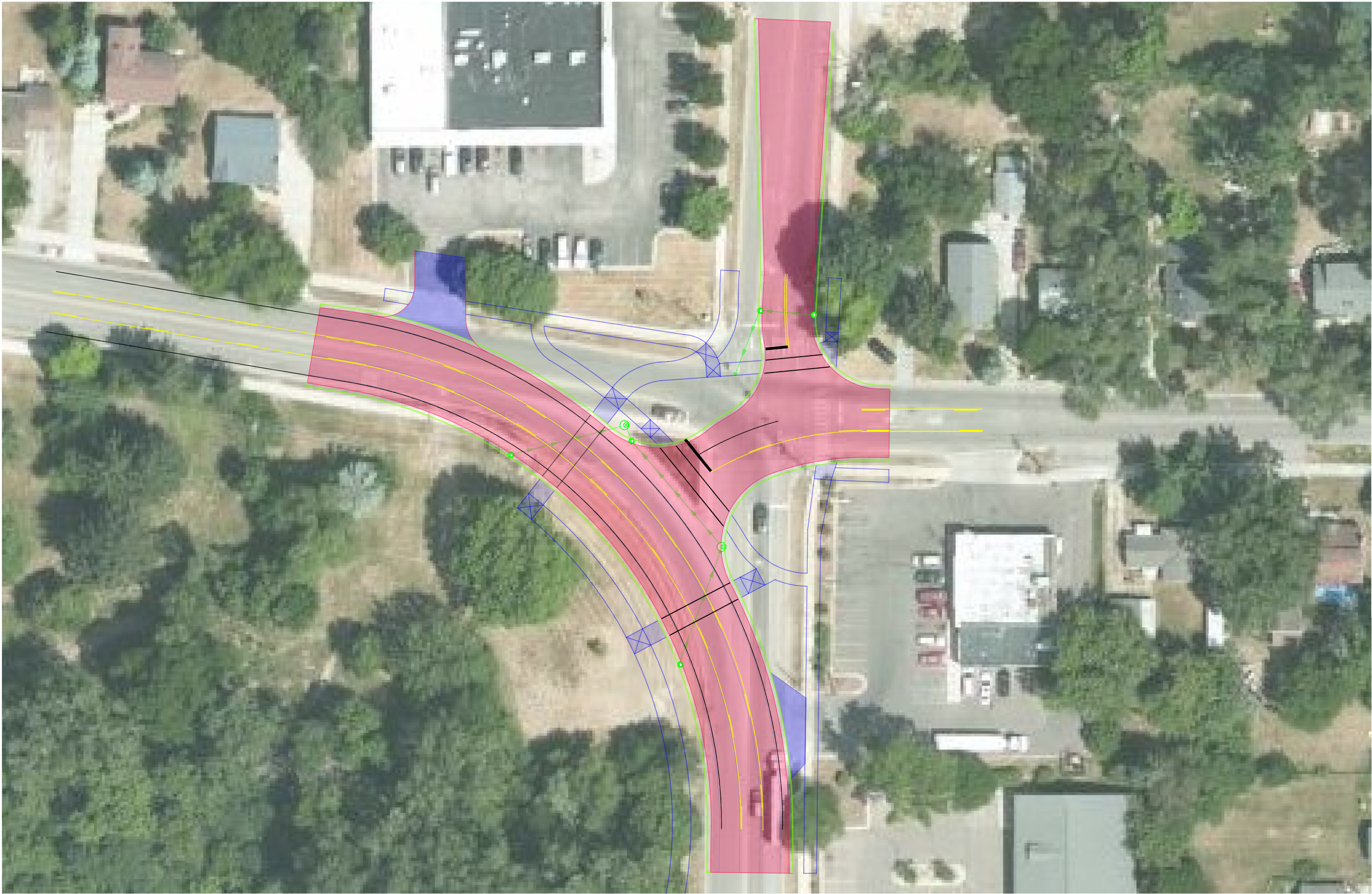
If you would like any additional information, please contact Wendy Wilmers Longpre at wlongpr@cityofeastlansing.com or 517-285-9436 for assistance.

We appreciate the support of Ingham County in providing safe and quality trails and recreational opportunities for the region.

Sincerely,

A handwritten signature in black ink, reading "Timothy M. McCaffrey". The signature is fluid and cursive, with the first name "Timothy" and last name "McCaffrey" clearly legible.

Timothy M. McCaffrey
Director of Parks, Recreation and Arts



FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



FILE:

DATE:
DESIGN UNIT:
TSC:

CS:
JN:

LAKE LANSING / BIRCH ROW / TOWAR AVE
INTERSECTION

DRAWING SHEET
SECT

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021
RESOLUTION # -21

RESOLUTION RECOMMENDING THE REVENUE COLLECTION OF PARKS VEHICLE ENTRANCE FEES AT MCNAMARA LANDING AND RIVERBEND NATURAL AREA

WHEREAS, vehicle entrance fees are collected at Burchfield Park, Hawk Island, Lake Lansing North, Lake Lansing South and the Lake Lansing Boat Launch; and

WHEREAS, staff is proposing charging the regular parking fees for vehicles at McNamara Landing and Riverbend Natural Area.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission approves the revenue collection of the parks vehicle entrance fees at McNamara Landing and Riverbend Natural Area at the current rates listed below:

Resident Vehicle Daily - \$3
Resident Vehicle Annual - \$32
Non-Resident Vehicle Daily - \$5
Non-Resident Vehicle Annual - \$42

BE IT FURTHER RESOLVED, that the Ingham County Parks will continue its policy of waiving the vehicle entrance fee for anyone for whom the fee would be a hardship.

BE IT FURTHER RESOLVED, that the implementation of these rates at McNamara Landing and Riverbend Natural Area shall take effect in 2022.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021
RESOLUTION # -21

RESOLUTION RECOMMENDING THE AUTHORIZATION OF THE INGHAM COUNTY PARKS DEPARTMENT TO ACCEPT DONATIONS

WHEREAS, the Ingham County Parks provides recreational opportunities for constituents; and

WHEREAS, the community may wish to make donations to Ingham County Parks in memory of someone; and

WHEREAS, local businesses and organizations often wish to support the Ingham County Parks and its projects, programs and events; and

WHEREAS, the Ingham County Parks is requesting to accept monetary and/or material donations.

THEREFORE BE IT RESOLVED, the Ingham County Parks & Recreation Commission supports the Parks Department to accept monetary and/or material gifts which will assist the Parks with facility improvements, programs and events.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to establish an account for donations and related expenditures.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021

Motion to recommend the acceptance of a large donation from Disc Golfers United in Charity for disc golf equipment at Burchfield County Park

Move

To support the acceptance of disc golf equipment at Burchfield County Park. Disc Golfers United in Charity has generously offered to purchase and donate up to 38 brand new Discraft Chainstar Pro Baskets for Burchfield County Parks' two disc golf courses. The baskets will replace most of the older-style baskets that are over 10 years old. This donation would improve both Renegades Trails and River's Edge disc golf courses; making them more attractive to Pro level players and encourage additional Pro tournaments and events at Burchfield County Park. Ingham County Parks recommends accepting this donation, pending the approval of a general Park Donation Resolution. In return, Ingham County Parks would provide a sign and designate fairway number 1 of Renegades Trails to Disc Golfers United in Charity as a course sponsor that promotes the sport of disc golf in Michigan.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021

MOTION TO APPROVE THE 2022 BUDGET REQUEST

To approve

- 1. The 2022 General Fund Capital Improvement Request of \$496,000
- 2. The 2022 Trail & Park Millage Fund Capital Improvement Request of \$622,000
- 3. The 2022 Park Fund Balance Request of \$122,000
- 4a. The 2022 Additional Operating Request of \$1,350
- 4b. The 2022 Additional Service Enhancement Request of \$50,000
- 4c. The 2022 Additional Operating Request of \$160,799.38 (Trails Parks Fund Balance)
- 4d. The 2022 Additional Revenue of \$45,000
- 4e. The 2022 Reduction in Revenue of \$5,000
- 4f. The 2022 Reduction of Expense \$40,000
- 5. The 2022 Contract Form (attached)
- Summary: 208 Operating Total Revenue \$2,728,455.00
208 Operating Total Expenses \$2,779,805.00
- 6. The 2022 Trails and Parks Millage Administration budget of \$73,200.00 + salary/fringes

The Ingham County Parks Commission hereby directs staff to submit the above request as stated above pending any requisite adjustments made by the budget office as requested.



Ingham County Parks

2022

Budget Request

1. Capital Improvement Requests – General Fund
2. Capital Improvement Requests – Trails & Parks Millage Fund
3. Capital Improvement Requests – 208 Fund Balance
4. Additional Operating Costs, Service Enhancement & Revenue
5. Contract Form
6. Trails & Parks Millage Administration Request

Ingham County Parks Projects/Equipment Staff Rankings

CIP (TBD)			
1	Southridge Shelter Roof Replacement	\$45,000	Burchfield
2	Pineknoll Shelter Roof Replacement	\$45,000	Burchfield
3	Tree and Dead Branch Removal	\$12,000	Lake Lansing
4	Boat Motor for Rescue Boat	\$4,000	Lake Lansing
5	Playground Equipment Upgrades	\$35,000	Lake Lansing
6	Volleyball courts refurbishment	\$20,000	Hawk Island
7	Irrigation Water Reel	\$15,000	Hawk Island
8	Skid Steer with Implements (All Parks)	\$75,000	ALL PARKS
9	Disc Golf Course Improvements and Park Reforestation	\$30,000	Burchfield
10	Repaving Entrance Road	\$120,000	Burchfield
11	Gas Shed Replacement	\$15,000	Lake Lansing
12	Leaf Vacuum and Truck Enclosure	\$15,000	Lake Lansing
13	Wintersports building interior/exterior Improvements and Energy Efficient Upgrades	\$65,000	Burchfield
Subtotal		\$496,000	
MILLAGE (8%=\$324,281.92)			
1	4 x 4 Utility Vehicle -Trade in existing	\$24,000	Burchfield
2	Rental Equipment (xc ski equipment replacement/additional snow tubes)	\$75,000	ALL PARKS
3	Lake Lansing Pedestrian entrance Upgrades	\$125,000	Lake Lansing
4	Golf Cart	\$12,000	Hawk Island
5	Energy Efficient LED lighting on tubing hill	\$100,000	Hawk Island
6	Trails Maintenance Equipment (blower, box grader, winter trail groomer, etc.) Possibly combine with LL	\$28,000	Burchfield
7	4 x 4 Utility Vehicle -Trade in existing	\$24,000	Lake Lansing
8	Ski Rental Bldg./Day Camp Renovation- Winter Trails	\$75,000	Burchfield
9	Kayak/Canoe/Livery Upgrades and Equipment (trailer)	\$26,000	Burchfield
10	Stewardship Funding	\$15,000	Lake Lansing
11	Storage Shed for Trail Equipment	\$20,000	Burchfield
12	Trail Brush Chipper (All Parks)	\$60,000	ALL PARKS
13	Canoe Van	\$38,000	Burchfield
Subtotal		\$622,000	
FUND BALANCE (\$70,776.82)			
1	Dog Park Floating Dock/bridge	\$45,000	Hawk Island
2	Snow Gun	\$27,000	Hawk Island
3	Rock Rip/Rap for LLS Beach Sidewalk	\$50,000	Lake Lansing
Subtotal		\$122,000	

1. GENERAL FUND CIP REQUEST

2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
1	Southridge Shelter Roof Replacement		Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$45,000
TOTAL PROJECT COST	\$45,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$45,000
TOTAL SOURCES	\$45,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request is for replacement of Southridge shelter roof at Burchfield County Park. Roof will be replaced with standing seam metal roof to increase the lifespan of the shelter roof. Asphalt shingles have exceeded their life expectancy and are in need of replacement. This project would be contracted out to an outside company.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
2	Pineknoll Shelter Roof Replacement		Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$45,000
TOTAL PROJECT COST	\$45,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$45,000
TOTAL SOURCES	\$45,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request is for replacement of Pineknoll shelter roof at Burchfield County Park. Roof will be replaced with standing seam metal roof to increase the lifespan of the shelter roof. Asphalt shingles have exceeded their life expectancy and are in need of replacement. This project would be contracted out to an outside company.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Lake Lansing Parks – All Units

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
3 <i>(CIP)</i>	Lake Lansing Dead Tree and Branch Removal	MAINT	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$12,000
TOTAL PROJECT COST	\$12,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>CIP</i> \$12,000
TOTAL SOURCES	\$12,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for removal of dead trees and branches at all Lake Lansing Park facilities. Due to safety concerns for staff and visitors, we would like a few trees and dead branches removed by professionals.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: *Lake Lansing Park - South*

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
4 <i>(CIP)</i>	LLS Rescue Boat Motor	F/E	Replacement

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$4000
TOTAL PROJECT COST	\$4000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>CIP</i> \$4000
TOTAL SOURCES	\$4000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is to replace the LLS rescue boat motor. Existing motor is approximately 20 years old and has become unreliable for a designated rescue boat.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Lake Lansing Park - South

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
5 <i>(CIP)</i>	LLS Playground Upgrades/Retrofit	MAINT	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$35,000
TOTAL PROJECT COST	\$35,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>CIP</i> \$35,000
TOTAL SOURCES	\$35,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for retrofitting new playground equipment at the Lake Lansing South playground. Staff is fixing the non-rigid climbers approximately every week during the high use periods of the summer. Replace climbers with playground rock climbing steps or other type climbers. Replace tire bridges with stepping pods.

FROM:



TO:



FROM:



TO:



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
6	Volleyball Court Refurbishment	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$20,000
TOTAL PROJECT COST	\$20,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$20,000
TOTAL SOURCES	\$20,000

This request is for the volleyball court refurbishment at Hawk Island County Park. There are a total of 6 sand volleyball courts within the park. Each of these courts has deteriorated over the past 20 years due to sand movement from wind. The poles are also in need of replacement. The project would include additional sand, new poles, fixing current drainage issues, refurbishment of the turf around the courts and associated rental equipment need to perform these in house refurbishments.

Leaning poles, lack of sand, sever drop offs from turf to volleyball courts



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
7	Irrigation Water Wheel	F/E	Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$15,000
TOTAL PROJECT COST	\$15,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	\$15,000
TOTAL SOURCES	\$15,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for replacement of water wheel used for irrigation at Hawk Island County Park. The water wheel is used to irrigate the beach and other open areas at Hawk Island that do not have underground irrigation. Current water wheel is approximately 16 years old and has required complete rebuilds of interior components 2 times in past 5 years. The outside is also beginning to rust/corrode.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
8	Skid Steer	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$75,000
TOTAL PROJECT COST	\$75,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$75,000
TOTAL SOURCES	\$75,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

Skid steer would benefit all park areas. Currently we have to rent equipment to do certain projects. This would also allow better maintenance on both paved and wooded natural trails throughout the County Park system.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
9	Disc Golf Course Improvements and Reforestation		New/Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$30,000
TOTAL PROJECT COST	\$30,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$30,000
TOTAL SOURCES	\$30,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

Improvements would include 2 self-registration fee pipes, benches, repairing #18 signature waterfall and additional landscaping, including tree plantings. Disc golf continues to be a popular year-round pastime at Burchfield Park. The two 18-hole disc golf courses generates an average of over \$22,000 a year since their inception back 2011-12. No major improvements have been funded since then. Recently, the course received national attention with the Women's National Championship held here last year. In 2019 some of the top US men pros, including the world's #1 Paul McBeth, played at the CCR open in June. **This is great exposure for Ingham County Parks at a national level.** This project would ensure the courses are ready for Pro-level tournaments and potential bids to host additional national events.



Hole #18-Waterfall needs new rubber liner and rock



T-Signage starting to separate



Original disc golf basket style



Professional-style baskets



Course Map



T-signs

Surface mount benches



Directional Signage



Shade Trees

2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
10	Repaving Park Entrance Road		Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$120,000
TOTAL PROJECT COST	\$120,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$120,000
TOTAL SOURCES	\$120,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request is to repave the existing park entrance road up to the main parking lot at the Winter Sports Building and include road striping. The original asphalt road has been tar and chipped one other time, but is showing excessive weather damage and is in need of replacement. Cracks and potholes are increasing during froze/freeze cycles despite routine patchwork and repairs. Poor roads and potholes can contribute to extra wear and tear on park equipment and vehicles and cause costly repairs.

Additional speed control bumpers would be added to help slow down traffic in pedestrian areas.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Lake Lansing Park - South

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
11 <i>(CIP)</i>	LLS Gas Shed Replacement	MAJOR	Replacement

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$15,000
TOTAL PROJECT COST	\$15,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>CIP</i> \$15,000
TOTAL SOURCES	\$15,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for replacement of existing gas and fuel shed. The shed is not to environmental recommendations without having a spill containment area and the building itself is an old gatehouse transformed into storage. The structure is becoming very dilapidated and is not very secure.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Lake Lansing Parks

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
12 <i>(CIP)</i>	Lake Lansing Parks Leaf Vacuum and Vehicle Enclosure	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$15,000
TOTAL PROJECT COST	\$15,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>CIP</i> \$15,000
TOTAL SOURCES	\$15,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for purchase of leaf vacuum and truck enclosure for fall clean-ups. Currently we are spending an enormous amount of time and money to mulch and blow leaves in dense leaf fall areas. This purchase would cut the amount of time and money we spend on leaf clean-up by roughly 75%.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
13	WSB Interior/Exterior Improvements and Energy Efficient Upgrades		New

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$65,000
TOTAL PROJECT COST	\$65,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
CIP	\$65,000
TOTAL SOURCES	\$65,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

The request will provide energy efficiency upgrades and improve the Winter Sports Building usable space to accommodate year-round reservations and increase revenue. Energy efficient upgrades would include: replacing 20+ year old a furnace/AC with new high efficient forced air furnace system, new energy efficient hot water heater, LED lighting, insulated windows, and improved exhaust fans. Other upgrades to the rental space would include renovating kitchen area to allow guest to prepare meals and new table/chair sets to allow seating for up to 60 people.



Replace casement windows with 2 pane insulated windows



Replace Furnace and Water Heater



Add new seating options to increase indoor seating capacity



Remodel Kitchen Area to permit use for park guests

2. MILLAGE CIP REQUEST

2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
1 (T&P)	4 x 4 Gator Utility Vehicle (UTV)		Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$24,000
TOTAL PROJECT COST	\$24,000
SOURCES OF FUNDING (DESCRIBE)- Trails & Parks Millage Fund	
Trails and Parks Millage Fund	\$24,000
TOTAL SOURCES	\$24,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request is for a utility vehicle to replace the current UTV. It will be used to complete various tasks on the 16 miles of trails and to complete duties around the park in all weather and terrain. Tasks includes hauling, towing, transporting, dumping, and driving to numerous areas of the park to perform a variety of jobs. The current UTV has been in for repair on numerous instances for lengthy periods of time and is not reliable. It was recently diagnosed with a worn transmission and is only be a matter of time before it will need a costly total overhaul and repair.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: *All Parks*

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
2	(T&P) New X-Country Skis, Boots, and Poles at LL and Burch. New Snow Tubes at HI and Burch	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT: <i>Ski Equipment for Lake Lansing (\$50K) and Burch (\$5K)</i>	\$55,000
<i>Tubes for Hawk Island (\$10K) and Burchfield (\$10K)</i>	\$20,000
TOTAL PROJECT COST	\$75,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
<i>T & P Millage</i>	\$75,000
TOTAL SOURCES	\$75,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for upgrading our inventory of skis, poles, and boots. The majority of our existing supply is approximately 30 years old and falling apart. In 2020 we discarded several sets of skis, poles, and boots from wear or broken. There is a new style of bindings the industry is moving towards and would like to start phasing out the old style. Hawk Island and Burchfield are replacing several snow tubes that are outdated, unusable, or taken out of service.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: *Lake Lansing Park - South*

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
3 <i>(Millage)</i>	Lake Lansing South – SW Entrance Project	MAJOR	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT Entrance design, reconstruction, and landscaping	\$80,000
Electrical	\$45,000
TOTAL PROJECT COST	\$125,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
<i>P & T Millage</i>	\$125,000
TOTAL SOURCES	\$125,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This project scope includes contracting a Landscape Architect to design and develop a new and upgraded entrance at the corner of Marsh Road and Lake Lansing Road. This entrance is pedestrian only. Project would include complete tear-out of old deteriorated planters, gate, landscaping timbers, and re-designing or re-incorporating the existing entrance sign. Electric to be installed at entrance and along Marsh Rd. fence for Christmas lights and other seasonal uses (half the cost of project). Other amenities could include: irrigation, bike rack, lighting along sidewalk to Main Shelter, recycled benches, and natural barriers to eliminate vehicle access.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
4	Golf Cart	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$12,000
TOTAL PROJECT COST	\$12,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Trails & Parks Millage Fund	\$12,000
TOTAL SOURCES	\$12,000

The golf carts at Hawk Island are the main mode of transportation for maintenance staff covering approximately 4 miles of daily River Trail maintenance. There is a current need for an additional golf cart to help service both the park maintenance as well as patrolling and monitoring River Trail traffic/issues.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
5	LED Energy efficient lighting for snow tubing hill	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$100,000
TOTAL PROJECT COST	\$100,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Millage	\$100,000
TOTAL SOURCES	\$100,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

The popularity of the snow tubing hill at Hawk Island has increased consistently since the park opened. In 2021, the snow park saw an increase of private reservations of 600%. The existing lighting is not energy efficient and does not illuminate the snow hill in all areas. The new lighting would increase the lighting on the hill and the surrounding area.

2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
6 (T&P)	Trails Maintenance Equipment		New/Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	28,000
TOTAL PROJECT COST	\$28,000
SOURCES OF FUNDING (DESCRIBE)- Trails & Parks Millage Fund	
Trails and Parks Millage Fund	\$28,000
TOTAL SOURCES	\$28,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

Burchfield park maintains 16-miles of dirt trails which are used for hiking, biking, exercising, nature viewing, and skiing. The trails experience heavy traffic and are used year round. The trails wind through a vast expanse of mature hard woods and dense forested areas. The trail equipment would include a blower, which is necessary for clearing endless amounts of leaves, sticks, and debris off the trails and to help ensure safety to hikers and race events by exposing tripping hazards that become covered from all of the loose litter. A box grader is needed for cutting and leveling dirt roads, pathways, and trails. The Harley Rake will help till up and level out hard, lumpy, and uneven surfaces which are extremely common around the whole park, which can be a hazard to park users and can be rough on parks equipment.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Lake Lansing Park - North

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
7 <i>(Millage)</i>	Lake Lansing North - Utility Vehicle (Gator)	F/E	Replacement

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$24,000
TOTAL PROJECT COST	\$24,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>P & T Millage</i>
	\$24,000
TOTAL SOURCES	\$24,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for replacement of existing JD Gator for use at LLN on the trails and to maintain the park.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
8 (T&P)	Ski Rental/Day Camp Building Renovation Winter Trails	Major	Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$75,000
TOTAL PROJECT COST	\$75,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Trails & Park Millage Fund	\$75,000
TOTAL SOURCES	\$75,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request will turn Woodsong Shelter into a year-round facility by the addition of permanent walls/windows, lighting, electrical, heating/cooling, and interior furnishings (tables, new ski rental counter, boot holders, ski racks, etc...). Ski rental is a popular wintertime activity at Burchfield County Park and considerably effort is placed in seasonal setup every year. A permanent building would save considerable staff hours (up to 4 weeks annually for 3-4 fulltime and seasonal employees) and prevent further damage to ski equipment during the offsite moving and storing process. Currently, the seasonal panels are due for replacement after 16+ years of use.

The additional benefit of having a permanent four season structure is the ability to extend the reservation season at Woodsong shelter (for both early spring and late fall rentals) and could be a new source of revenue for the parks. It could also act as a food serving area in the summer, complete with serving counters and tables. Winter ski equipment would be kept there year-round by simply installing a seasonal partition wall at the end the shelter. Nature Day Camp could use the area, when not in use, for gatherings and nature presentations.



Current seasonal Ski Rental Building structure.



Some of the damage to doors and panels from installing year after year.



Ideas for ski rental service counter and equipment storage. New interior tables proposed for year round use.

2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
9 (T&P)	Kayak/Canoe Livery Upgrades and Equipment (trailer, kayak rack, and kayaks)		New

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$26,000
TOTAL PROJECT COST	\$26,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Trails and Parks Millage Fund	\$26,000
TOTAL SOURCES	\$26,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request is for the upgrade and replacement of old, worn out single and double kayaks from the rental fleet at Burchfield Park due to high use, wear and tear, and old age. This would also help purchase equipment that is broken throughout the year such as paddles, seats, straps, etc.

A new kayak trailer is needed to provide reliable and safe transportation of canoes and kayaks for trips on the Grand River water trail. The current trailers are rusting and aging and in need of constant repair as they undergo seasonal stress of constant loading and unloading of boats, as well as heavy bouncing and excessive wear caused by uneven gravel roads and pot holes. The new trailer will help provide safe travel and loading and aid in conducting larger trips as park attendance has increased for more desire to be outdoors.

With the addition of the new accessible launch at Burchfield Park, a kayak storage rack located closer to the boat house/EZ Launch is needed to store and have easier access for rental staff and park patrons for in-park rentals on the Grand River.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: *All Lake Lansing Park Units*

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
10 <i>(Millage)</i>	Stewardship Funding	MAINT	RENEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$15,000
TOTAL PROJECT COST	\$15,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
	<i>P & T Millage</i>
	\$15,000
TOTAL SOURCES	\$15,000

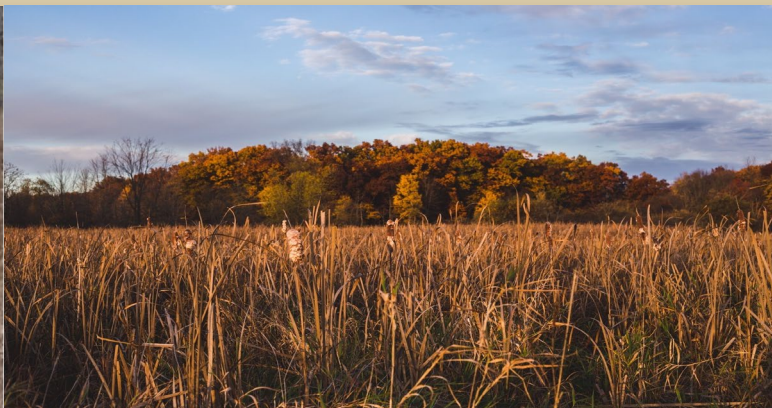
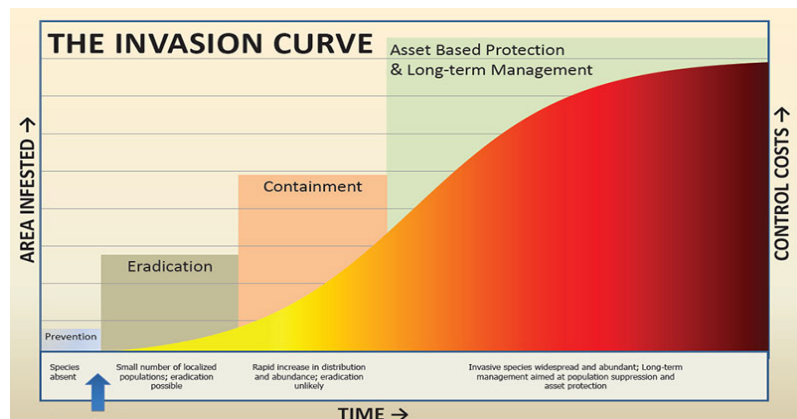
DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for \$15,000 for Stewardship initiatives for Lake Lansing Units. While we have had a previous plan in place for years, we now think it is time to refresh the stewardship initiative outline.

These funds would go to great lengths in helping out in a number of ways:

- Go towards hiring a company to do a site evaluation and prioritization of Lake Lansing North. This would allow us to see how it fits into how we envision the prioritization.
- Give us suggestions into cut stump work, to seedling spraying the year following any cut stump work. After that first seedling, spraying then every other or 3rd year thereafter.
- Give us suggestions and insight on restoration best practices and procedures
- More man power hours for fighting invasive species
- Identifying new areas that could become problematic
- Prescribed burns
- Educational Signage
- Purchasing of stewardship tools and other needs

We feel that to tackle the Stewardship initiative correctly and effectively we need to add more funding. By adding more funding, it allows us to also focus funding towards all 3 units instead of one single unit repeatedly, it also allows us not to be strictly reliant on volunteers helping; which often times can be difficult recruiting for recurring stewardship projects. As well, as make more of an impact to these environmentally diverse pieces of land. Helping slow these invasive species and taking action will save us more money in the end as well.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
11 (T&P)	Storage Shed for Trail Equipment		Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$20,000
TOTAL PROJECT COST	\$20,000
SOURCES OF FUNDING (DESCRIBE)- Trails & Parks Millage Fund	
Trails and Parks Millage	\$20,000
TOTAL SOURCES	\$20,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This request is for a storage shed at Burchfield Park that will offer housing and safe keeping for tractor and trail implements. There are numerous attachments and implements that are outside, including a boat used for clearing trees across on the Grand River, that are exposed to the elements which causes accelerated wear and tear on equipment and leaves it exposed to possible vandalism and/or theft. This storage shed will be constructed in-house to help save on labor costs of contracting out.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: All Parks

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
12 (T&P)	Trails Wood Chipper-ALL PARKS		New

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$60,000
TOTAL PROJECT COST	\$60,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Trails & Parks Millage Fund	\$60,000
TOTAL SOURCES	\$60,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for a commercial size wood chipper to help maintain several miles of trails at Hawk Island, Lake Lansing, and Burchfield Parks. All parks continually clear downed trees from storm damage and remove branches/brush from trails on a regular basis to ensure safe public passage. The wood chipper is an efficient and portable piece equipment that would help chip up large trees and brush onsite when maintaining trail ways at all parks.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Burchfield County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
13 (T&P)	Livery Canoe Van-Water Trails		Renew

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$38,000
TOTAL PROJECT COST	\$38,000
SOURCES OF FUNDING (DESCRIBE)- Trails & Parks Millage Fund	
Trails an Parks Millage Fund	\$38,000
TOTAL SOURCES	\$38,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

Burchfield Park is putting in a request for a new canoe van, which would replace the oldest van in the fleet. Burchfield Park runs a canoe and kayak livery operation from May-October several times a day, 7 days a week, with up to 13 passengers per van, per trip. The current van is a 2005 and was acquired at a county auction over a decade ago. It has started to require more upkeep mechanically, with issues becoming more constant, as well as visually, with faded paint, rust, and dents around the exterior, and interior seats beginning to show wear as well.



3. FUND BALANCE CIP REQUEST

2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
1	Dog Park Dock	Major	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$45,000
TOTAL PROJECT COST	\$45,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Park Fund Balance	\$45,000
TOTAL SOURCES	\$45,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for material to construct a dog dock/bridge within the Soldan Dog Park. A survey was done of current park users and this was one of the main requests and suggestions that were brought forth. The Dock would serve to create a loop system of trails for park users, as a portion of the park was closed off due to noise conflicts with neighbors. The Dog Park is a facility that has a fee associated with it. There are currently over 400 yearly pass holders to the park that would benefit from this new addition.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Hawk Island County Park

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
2	Snowmaking Gun	F/E	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$27,000
TOTAL PROJECT COST	\$27,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
Fund Balance	\$27,000
TOTAL SOURCES	\$27,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

An additional snowmaking gun would allow an increase in snowmaking ability, thus allowing staff to open the snowtubing hill earlier in the season, creating additional revenues. The snow tubing hill generates on average \$8,000-10,000 per operational weekend.



2022 CAPITAL BUDGET REQUEST FORM

DEPARTMENT: PARKS

Name of Park: Lake Lansing Park - South

RANK	PROJECT NAME	PROJECT TYPE	NEW/RENEW
3 <i>(Fund Balance)</i>	Lake Lansing South – Beach Shoreline Protection Project	MAJOR	NEW

	<u>2022</u>
ESTIMATED CAPITAL COST OF PROJECT	\$50,000
TOTAL PROJECT COST	\$50,000
SOURCES OF FUNDING (DESCRIBE)- CIP, Park Fund Balance, Trails & Parks Millage Fund	
<i>Fund Balance</i>	\$50,000
TOTAL SOURCES	\$50,000

DETAILED DESCRIPTION OF PROJECT (AND PHOTOS)

This CIP request is for rip/rap 150' of shoreline along our beach sidewalk about 2 ft. thick and going out around 8 ft. This project will preserve the existing seawall for many years and help prevent accidental falls from the sidewalk. The cost would include material, placement, and permits. There is currently a +/- 18 inch drop to the beach floor from the sidewalk



2022 ADDITIONAL OPERATING AND REVENUE REQUEST

Service Enhancements:

1. Minimum Wage

208-75300-705000 +\$13,500 Burchfield

208-75600-705000 +\$20,500 Hawk Island

208-75500-705000 +\$16,000 Lake Lansing

Resolution #21-152 implemented yearly increases starting in 2022 for minimum wage employees. The impact will be \$1.00 per hour raise for all employees (going from starting of \$11 up to new \$12/hour) for 2022. The impact would be approximately \$50k increase to the seasonal budget line item for 2022. This would move all positions up \$1/hr thus keeping the tiered effect for staff of different supervisory levels.

New Appropriations:

2. Vermont Systems 4th Year

208-75200-818000-PAZ01

+\$1,350

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	After hours support	Total
Year 4	\$8,341	\$6,600	\$6,239	\$900	\$1,500	\$23,580

Resolution 19-044 approved a contract with Vermont Systems for POS system. This request is the difference required from 2021 for funding for the 4th year which includes 10 after hour's phone calls for assistance.

3. Overtime personnel line item

228-62800-706000 +\$1,500 (millage fund balance)

We are requesting appropriation be approved in a total amount of \$1,500 from 228 funding for the newly funded Park Ranger position. Parks are open seven days a week, year round for four seasons and overtime coverage is a necessity at certain times.

4. Millage Consulting

228-62800-802000 Consultants (millage fund balance)

+\$107,515.38

Resolution 21-013 approved a contract with Spicer Group to provide consulting services for the trails and parks millage. This request is for funding the 2nd year. This request would transfer funds from the trails and parks millage fund balance into line item 228-62800-802000.

5. Millage Signage for Trails

228-75999-735100-TR051 Millage Signage (millage fund balance)

+\$7,500

This request is for funding for millage signs that include the temporary signage to display during construction and permanent plaques upon completion of millage funded projects.

This request is also for funding to cover the maintenance of wayfinding signs that are on-road. If signs are damaged or worn out the replacement will be paid through the millage. The Road department will do the install and will be reimbursed by journal entry. This request would transfer funds from the trails and parks millage fund balance into line item 228-75999-735100-TR051.

6. Millage Phone

228-62800-921150 Millage Phone (millage fund balance)

+\$1,284

This request is for additional funding for covering the annual charges of cell phones and monthly service fee to Verizon for the millage funded Park Ranger position approved by Resolution 19-456 and for the Millage Coordinator. This request would transfer funds from the trails and parks millage fund balance into line item 228-62800-921150.

7. Millage Uniforms

228-62800-745000 Uniforms (millage fund balance)

+\$1,500

This request is for additional funding for covering the annual cost of uniform for the millage funded Park Ranger position approved by Resolution 19-456, the Account Clerk position approved by Resolution 19-240 and for the Millage Coordinator approved by Resolution 18-022. This request would transfer funds from the trails and parks millage fund balance into line item 228-62800-745000.

8. Millage Mapping

228-62800- new line to be created (millage fund balance)

+\$1,000

This request is for the yearly cost for a GIS license. This request would transfer funds from the trails and parks millage fund balance into a newly created line item.

9. Millage Equipment Repair

**228-62800- new line to be created (millage fund balance)
+\$5,000**

This request is for an annual maintenance allowance for park equipment involved in trail maintenance. This request would transfer funds from the trails and parks millage fund balance into a newly created line item.

10. Millage Equipment

**228-62800- new line to be created (millage fund balance)
+\$5,500**

This request is for funding to cover equipment requests for millage related items such as trail counters for tracking how many people are utilizing our trail system. This request would transfer funds from the trails and parks millage fund balance into a newly created line item.

11. Seasonal Employees

**228 Millage fund balance - \$30,000 Total
208-75600-705000 +\$10,000 – Hawk Island
208-75500-705000 +\$10,000 – Lake Lansing
208-75300-705000 +\$10,000 – Burchfield**

This request in funding is to cover additional staff presence, in addition to lifeguards to help assist each park in providing assistance in the day to day operations as well as a presence to help influence positive behavior of park patrons. Due to the increase in visitation of just under a quarter million more visitors in 2020 we feel the added staff is warranted.

Revenue Offsets

12. Burchfield Vault Toilets

**208-75300-740000 +\$1000
208-75300-652000 -\$1000**

Revenue offset request to pump vault toilets. The revenue would be offset from the parking line item into the maintenance supply line item.

13. Burchfield Lifeguard

**208-75300-652000 -\$15,000 Parking
208-75300-705000 +\$15,000 Burchfield seasonal wage**

Revenue offset would be from the parking to the seasonal wage line item. This would be for guarding beaches Monday – Friday.

14. Hawk Island

208-75600-652100 -\$12,000 Snow tubing line item

208-75600-705000 +\$12,000 HI seasonal staff

Revenue offset would be from the Hawk Island snow tubing line item to the seasonal wage line item.

15. Burchfield Parking

208-75300-652000 Burchfield (Riverbend) Parking -\$5,000

208-75300-6102000 Burchfield Canoe/Kayak +\$5,000

This will be new revenue for collecting gate fees at Riverbend and will offset with a decrease in revenue at the canoe/kayak rental.

16. Burchfield Parking

208-75300-652000 Burchfield (McNamara) Parking -\$12,000

208-75300-705000 Burchfield Seasonal Wage +\$10,000

208-75300-740000 Burchfield Maintenance Supplies +\$2000

This is a request to for an additional \$2000 for day camp supplies such as crafts, books, food, backpacks etc. and an increase in seasonal wages. The funds would be offset from an increase in revenue for parking at McNamara.

#5

2022 CONTRACT FORM

DEPT	CONTRACTOR	REASON FOR CONTRACT	DISTRIBUTION NUMBER FUND • ORG • OBJECT • PROJ				BEGIN DATE	END DATE	2020 Actual	2021 Contract Amount	2021 Original BUDGET	2022 Budget	Difference to be requested	2022 Total of each ORG under Obj 93110:	
PARKS	Miller's Ameri-can V433	Contract #18-173341A Portable Restroom Rental	208	75300	931100		4/1/18	5/31/23	\$ 1,520.00	\$ 2,000	\$ 2,000	\$ 2,000.00	\$ -	75300	\$ 9,200
PARKS	Miller's Ameri-can V433	Contract #18-173341A Portable Restroom Rental	208	75500	931100		4/1/18	5/31/23	\$ 1,760.00	\$ 4,200	\$ 4,200	\$ 4,200.00	\$ -	75500	\$ 12,700
PARKS	Miller's Ameri-can V433	Contract #18-173341A Portable Restroom Rental	208	75600	931100		4/1/18	5/31/23	\$ 1,216.00	\$ 960	\$ 960	\$ 960.00		75600	\$ 3,820
PARKS	Granger Waste V911	Dumpster Service	208	75300	931100		4/30/20	4/30/21	\$ 3,300.81	\$ 2,100	\$ 2,100	\$ 2,100.00		75200	\$ 9,130
PARKS	Granger Waste V911	Dumpster Service	208	75500	931100		4/30/20	4/30/21	\$ 4,851.19	\$ 4,500	\$ 4,500	\$ 4,500.00	\$ -		\$ 34,850
PARKS	Granger Waste V911	Dumpster Service	208	75600	931100		4/30/20	4/31/21	\$ 2,550.98	\$ 1,860	\$ 1,860	\$ 1,860.00			
PARKS	Advance Dust Control/Dave Barr	Parking lot dust control- LL & BUR	208	75500	931100		Annual	Annual	\$ 2,065.00	\$ 2,500	\$ 2,500	\$ 2,500.00	\$ -		
			208	75300	931100				\$ 885.00	\$ 1,000	\$ 1,000	\$ 1,000.00	\$ -		
PARKS	State of Michigan V28663, #109	Water tests	208	75300	931100		Annual	Annual	\$ 685.74	\$ 1,500	\$ 1,500	\$ 1,500.00	\$ -		
PARKS	State of Michigan V28663, #109	Water tests	208	75500	931100		Annual	Annual	\$ 1,451.62	\$ 1,500	\$ 1,500	\$ 1,500.00	\$ -		
PARKS	State of Michigan V28663, #109	Water tests	208	75600	931100		Annual	Annual	\$ 510.00	\$ 1,000	\$ 1,000	\$ 1,000.00	\$ -		
PARKS	Drain Commission	Resolution 16-510	208	75200	931100		12/13/16	12/31/22	\$ -	\$ 9,130	\$ 9,130	\$ 9,130.00	\$ -		
PARKS	TBD	Burchfield Dock Install & Removal	208	75300	931100		Annual	Annual	\$ -	\$ 2,600	\$ 2,600	\$ 2,600.00	\$ -		

208 TOTAL 931100

\$ 20,796.34 \$ 32,250

\$ 34,850.00

PARKS	Verizon Wireless	Air card for Internet Service	208	75200	818000		Annual	Annual	\$ 2,592.92	\$ 3,360	\$ 3,360	\$ 3,360.00		2022 Total of each ORG under Obj 818000:	
PARKS	Comcast	Internet	208	75600	818000		Annual	Annual	\$ 1,841.14	\$ 3,000	\$ 3,000	\$ 3,000.00		75300	\$ -
PARKS	Comsource V31511	Contract #18CF130-18 HI Radios	208	75600	818000		Annual	Annual	\$ 3,360.00	\$ 3,360	\$ 3,360	\$ 3,552.00		75500	\$ 10,000
PARKS	TBD	LL Radios	208	75500	818000		Annual	Annual	\$ -	\$ 3,000	\$ 3,000	\$ -		75600	\$ 6,552
PARKS	Ingham County Health	Food Licenses/P2 & Pool Fees	208	75200	818000		Annual	Annual	\$ 2,201.00	\$ 1,700	\$ 1,700	\$ 1,700.00		75200	\$ 5,060
PARKS	Meridian Township V1963	Contract #18CF069-18 Watershed Agreement	208	75500	818000		1/1/2008	12/31/27	\$ 10,000.00	\$ 10,000	\$ 10,000	\$ 10,000.00	\$ -	PAZO1	\$ 22,080
PARKS	Vermont Systems V40147	Contract #327-19 2nd Year Maintenance	208	75200	818000	PAZO1	1/1/2020	12/31/20	\$ 53,762.56	\$ 21,180	\$ 22,230	\$ 22,080.00	\$ -		\$ 43,692

208 TOTAL OF 818000

\$ 73,758 \$ 45,600 \$ 46,650

\$ -

208 TOTALS OF 931100 + 818000 \$ 94,554 \$ 77,850 \$ 46,650

Trails & Parks Millage 2022 Budget Request

	LINE ITEM	2021 APPROVED	ADDITIONAL OR NEW REQUEST	2022 TOTAL REQUEST
Supplies	228-62800-726010	8,500	No increase	8,500
Printing	228-62800-728000	15,000	No increase	15,000
Postage	228-62800-729000	1,500	No increase	1,500
Uniforms	228-62800-745000	350	1,500	1,850
Consultants	228-62800-802000	186,488	107,515.38	107,515.38
Travel (local) mileage	228-62800-861000	3,350	No increase	3,350
Travel Professional Development In State	228-62800-861100	3,500	No increase	3,500
Advertising	228-62800-901000	15,000	No increase	15,000
Cell phone	228-62800-921150	716	1,284	2,000
Staff Development and Training	228-62800-960000	3,500	No increase	3,500
Equipment	228-62800-new line TBD	0	5,500	5,500
Equipment Repair	228-62800-new line TBD	0	5,000	5,000
Mapping	228-62800-new line TBD	0	1,000	1,000
Signage (temp signs/permanent plaques)	228-75999-735100-TR051	0	7,500	7,500

*Personnel services are calculated by the Budget Office and not included in this report. The following positions are funded through the millage: 95% of the Trails & Parks Millage Program Coordinator position, 50% of the Account Clerk position, and 100% of the Park Ranger position.

Agenda Item 2a

TO: Board of Commissioners, County Services & Finance Committees

FROM: Rick Terrill, Facilities Director

DATE: April 6, 2021

RE: Resolution to Authorize an Agreement with Granger Waste Services, Inc. for Waste and Recycling Services for Multiple Ingham County Buildings and Locations

For the meeting agendas of: April 20 & 21

BACKGROUND

The agreement for waste removal and recycling services is set to expire on April 30, 2021. The departments covered by the agreement include Facilities, Fair, Road, Parks, and Potter Park Zoo. An RFP was issued and only one proposal was received. Granger Waste Services, Inc. submitted a responsible proposal of \$92,733 annually for waste removal and recycling pick up at 19 different locations for the next three years with a two-year renewal option.

ALTERNATIVES

The alternative would be to eliminate recycling services, which would allow other waste management companies to submit a proposal.

FINANCIAL IMPACT

Funds are available in the appropriate contractual line items.

OTHER CONSIDERATIONS

There are no other considerations that we are aware of at this time.

RECOMMENDATION

Based on the information presented, the Facilities Department respectfully recommends approval of the attached resolution to support an agreement with Granger Waste Services, Inc. for waste removal and recycling services at several county buildings and locations.

Agenda Item 2a

TO: Rick Terrill, Facilities Director

FROM: James Hudgins, Director of Purchasing

DATE: March 16, 2021

CC: Timothy Morgan, Parks Director
Lindsey McKeever, Fairgrounds Events Director, Fair Office
Tom Gamez, Director of Operations, Road Department

RE: Memorandum of Performance for RFP No. 38-21 Waste and Recycling Services

Per your request, the Purchasing Department sought proposals for countywide waste and recycling services for a period of three years with an option to renew for an additional two-year period.

Locations include:

Facilities Hilliard (Mason), Jail (Mason), Human Services (Lansing), Youth Center (Lansing), Family Center (Lansing), VMC/GPB (Lansing), 911 Dispatch Center (Lansing) and McLaren (ICCHC) (Lansing)

Fair Fairgrounds (Mason)

Parks Burchfield Park (Holt), Lake Lansing Park (Haslett), Hawk Island (Lansing), Potter Park Zoo (Lansing)

Road Mason Location (Brush Street), Metro (Aurelius Rd), Williamston Location

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	13	3
Vendors responding	1	1

A summary of the vendors' costs:

Vendor Name	Local Preference	Annual Cost
Granger Waste Services Inc.	Yes, Lansing MI	\$92,733.00

You are now ready to complete the final steps in the process: 1) evaluate the submissions based on the criteria established in the RFP; 2) confirm funds are available; 3) submit your recommendation of award along with your evaluation to the Purchasing Department; 4) write a memo of explanation; and, 5) prepare and submit a resolution for Board approval.

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process. If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AGREEMENT WITH GRANGER WASTE SERVICES INC., FOR WASTE AND RECYCLING SERVICES FOR MULTIPLE INGHAM COUNTY BUILDINGS AND LOCATIONS

WHEREAS, the current agreement for waste and recycling services is set to expire on April 30, 2021; and

WHEREAS, the departments included are Facilities, Fair, Road, Parks, and Potter Park Zoo for a total of 19 locations; and

WHEREAS, it is the recommendation of the Facilities Department to enter into an agreement with Granger Waste Services Inc., who submitted a responsive and responsible proposal of \$92,733 annually for waste removal and recycling services for the next three years with a two-year renewal option; and

WHEREAS, funds are available in the appropriate contractual line items.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an agreement with Granger Waste Services Inc., 16980 Wood Road, Lansing, Michigan 48906, for waste and recycling services for an annual cost of \$92,733 for the next three years with a two-year renewal option.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

Directors Report 2021**3/18/21-4/21/21 (April 26th, 2021 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 MParks Board of Directors meeting.
- Continued working with staff on the 2022 budget request and planning. We will present our request to the Park Commission at the April meeting for 2022.
- Visited Burchfield Park to see the new EZ dock install at Burchfield Park with Deputy Controller Cypher.
- Attended a Millage progress update meeting with Nicole Wallace and Tanya Moore from Spicer group.
- Attended a meeting with Tim Buckley and Nicole Wallace to discuss the Old English in Bridge and planning on how to go about the possible removal of the bridge with multiple partners helping with the project in the future.
- I took time off to spend with my father who passed away on Friday morning, April 16th peacefully. I do appreciate all our staff stepping up in my absence and Jared Cypher and the controller's office for allowing me to be able to spend time with him and my family. Grateful indeed! He was thankful I was with him and always asked what "big" projects we were working on and love the out of doors! He enjoyed seeing and hearing about the success of the Ingham County Parks it always made him smile to know that his son was able to contribute to help others enjoy nature, body, mind and soul through those projects so they could re-create themselves! Dad loved to be outdoors and that is where you could usually find him.

March 29, 2021

To: Tim Morgan, Director

From: Coe Emens, Park Manager

RE: Lake Lansing Infrastructure Requests

1. Lake Lansing Park North:
 - a. Run new municipal water/sewer from Meridian Township (runs along Lake Dr.) to entire north park bathrooms and new maintenance building.
 - b. If not able to get water/sewer, replace well, pressure tanks, and drainfield.
2. Lake Lansing Park South:
 - a. Replace/install the entire park with municipal water/sewer to all park facilities currently using water or under future consideration. This would replace 30-year old city sewer and water lines.
 - i. Maintenance Building
 - ii. Bathhouse – new construction for 2021 slated with Trust Fund Grant. Will service restrooms and concessions.
 - iii. Hill bathroom – sewer is in poor shape (root problem)
 - iv. Carousel Building – future plans for remodel/re-purpose.
 - b. Add storm drainage. Lake Lansing South has had drainage issues for many years. County recently upgraded/replaced storm system outside of Park to hook into.
 - c. Replace well, pressure tanks, and irrigation lines throughout Park.
3. Boat Launch
 - a. Replace municipal water/sewer to bathroom facility
 - b. Run storm/water to new boat washing station
 - c. Run storm to existing boat wash station
4. Provide broadband internet to Lake Lansing Park South, Boat Launch, and Lake Lansing Park North to be installed in the common picnic and parking areas including all Park buildings. Presently there is no broadband.
5. Shoreline protection at Lake Lansing South and Boat Launch – rock rip-rap, biological, or mat systems. Erosion is becoming a factor at both parks and needs to be addressed.

March 29, 2021

To: Tim Morgan, Director

From: Tim Buckley, Park Manager and Chris Wascher, Assistant Park Manager

RE: Burchfield County Park Infrastructure Requests:

1. Burchfield County Park Sewer/Septic System

- a. **Option #1-** Connect facilities to Delhi Twp. public utility sewer system (if determined possible).
 - i. This would eliminate the four separate septic systems that are located at maintenance, winter sports, and north bluff/beach bathrooms.
 - ii. All septic systems are over 30 years old and will need maintenance or replacement soon.
 - iii. Cost savings from not having to pump septic tanks on a regular basis would help offset new monthly utility.
 - iv. Connecting to the municipal waste treatment system would make it easier for future park expansion, if additional buildings needed drains and sewer.

-OR-

- b. **Option #2-** Replace all four septic drain fields, tanks, and septic pumps at each location.
 - i. Original septic fields, pumps, and tanks are at the end of their life expectancy.
 - ii. Preventive measures taken now would be a potential saving, before unexpected system failure as well as heading off any environmental concerns from leaking septic tanks from a failure.

2. Burchfield County Park Pressure Tank Replacement.

- a. Replace all aging pressure tanks at park facilities utilizing water.
 - i. Most of the water system pressure tanks are outdated and in need of replacement.
 - ii. Currently, there are three well systems in the park and several pressure tanks in service at four buildings.
 - iii. Replacement costs for entire system are restrictive.

3. Burchfield County Park Well Inspection/Replacement

- a. Determine if the three wells are functioning properly and to capacity. Address replacement of well system, i.e., pump motors, well points, pressure switches, etc.

4. McNamara Landing Well Replacement and Pump House

- a. Replace existing hand pump well with a new well that is uses electric pump, pressure tanks, pressure switch, etc. Construct pump house for new well.
 - i. Current well is shallow; has had incidents of positive bacteria samples and required positive displacement chlorination to sanitize.
 - ii. Planned improvements including new drinking fountains and water spigots would benefit from a new system.
 - iii. Convenience for all users and eliminate concerns with hand pump.

5. Riverbend Natural Area New Well and Pump House

- a. Add new well and pump house to Riverbend Natural Area access.
 - i. Riverbend is a popular access for mountain bikers, hikers, and fisher people. Currently, the site does not have a well for drinking water.
 - ii. Well would add convenience and provide needed infrastructure for future park improvements.
 - iii. Electric pump well beneficial for same reasons as McNamara

6. Riverbend Vault Toilet CXT Building Upgrade.

- a. Replace existing rental Porta-Potty with concrete vault toilet building.
 - i. CXT Vault toilets are built to meet or exceed ADA standards providing better accessibility.
 - ii. Would eliminate rental fees for one Port-Potty unit that currently cost around \$90 per month.
 - iii. Consistent with park design and use. Both Overlook Shelter and McNamara have the new vault toilet buildings in place.

7. Burchfield County Park Broadband Internet Service

- a. Add broadband internet service to all office areas and buildings with revenue stations.
 - i. Some buildings are currently using cradle points for Wi-Fi service for our revenue management system. There has been connectivity issues with three of those locations at Burchfield on a regular basis. Broadband internet would be reliable and provide uninterrupted service. This is critical when doing cash and credit card transactions and being able to connect with Vermont Systems server.
 - ii. Possibly cost saving to the County by consolidating internet services by eliminating individual cradle points.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: March 23, 2021
SUBJECT: Amendment to the City of Lansing Agreement TR085
For the meeting agenda of 4/5/21 Human Services and 4/7/21 Finance

BACKGROUND

Ingham County Board of Commissioners Resolution #20-028 authorized entering into a contract with the City of Lansing to fund Agreement TR085- Friends of the Lansing Regional Trails (FLRT) Volunteer Trail Ambassador. The Friends of the Lansing Regional Trails is requesting an amendment to this Agreement for an additional \$20,000 for funding the position from 7/1/21 to 6/30/22 as detailed in Exhibit A.

ALTERNATIVES

The Park Commission approved this approach at their March 22, 2021 meeting.

FINANCIAL IMPACT

The financial impact from this request will be an additional \$20,000 from the Trails and Parks Millage Fund balance.

Project	Line Item Project #	Beginning Allocation	Requested Additional Amount	Overall 2021-2026 Available (Total collected less expend/encumbered/and forecasted)
Volunteer Trail Ambassador	TR085	\$15,000	\$20,000	\$6,798,215.27

The full detailed report of the trails and park millage project status is available online:

http://parks.ingham.org/trails_and_parks_millage/awards.php.

If applicable, we would request funding from the American Rescue Plan Dollars.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

See attached letter from the Friends of the Lansing Regional Trails– Exhibit A.

If applicable, we would request funding from the American Rescue Plan Dollars.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing an amendment to the Agreement with the City of Lansing.

Exhibit A

Ingham County Board of Commissioners
Ingham County Parks Commission
Attn: Tim Morgan, Nicole Wallace
Re: Friends of the Lansing Regional Trails
Trail Ambassador Agreement Amendment

Dear Mr. Morgan and Ms. Wallace,

The Friends of the Lansing Regional Trails requests an amendment to contract #TRO85, for additional funding to help FLRT support the Trail Ambassador position. Ingham County has helped FLRT support this position throughout the first 5 rounds of trail funding. FLRT did not apply for funding in round 6. We at FLRT felt we could support this Trail Ambassador position ourselves through advertising revenue derived from the signage program. Due the slower than expected rollout of the signage project, this advertising program and the revenue that we projected to earn has been extremely limited. And the covid pandemic has negatively impacted fundraising. We still believe that FLRT will eventually be able to support the great work of our Trail Ambassador program as the pandemic recedes.

FLRT hereby requests \$20,000 to fund the Trail Ambassador program for the period starting July 1, 2021 to June 30, 2022, which represents the time frame covered by the 6th round of funding.

Our Trail Ambassador program benefits the entire countywide trail system in many ways. Regular trail cleanups beautify the trails and encourage volunteers to participate with us. Newsletters and social media campaigns coordinated by the Trail Ambassador promote trail awareness and build support in the community for our trails. Events coordinated by the Trail Ambassador bring out participation from all over the County and are extremely popular. FLRT and the Trail Ambassador helped pass the millage renewal in 2020.

We at FLRT are very grateful for all the support Ingham County has shown us in the past. We hope you continue this support through the pandemic.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Brogan". The signature is fluid and cursive, with a large initial "P" and "B".

Paul Brogan

President

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING
TRAILS AND PARKS MILLAGE AGREEMENT TR085**

WHEREAS, Board of Commissioners Resolutions #20-028 authorized entering into a contract with the City of Lansing for Agreement TR085 Friends of the Lansing Regional Trails (FLRT) Volunteer Trail Ambassador; and

WHEREAS, the Friends of the Lansing Regional Trails is requesting an amendment to Agreement TR085 for additional funding in the amount of \$20,000 for the time period from 7/1/21 to 6/30/22.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an Amendment to Agreement TR085 Friends of the Lansing Regional Trails Volunteer Trail Ambassador with the City of Lansing for additional funding in the amount of \$20,000 from the Trails and Parks Millage fund balance for the time period from 7/1/21 to 6/30/22.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$20,000 from the Trails and Parks Millage fund balance into line item 228-62800-967000-TR085.

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.

2020 Parks Budget as of 1/19/21

Revenue				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
600000 Shelter Fees	66,500.00	21,079.00	(45,421.00)	32%
600100 Disc Golf Fees	22,000.00	18,174.00	(3,826.00)	83%
610100 Boat Rental	22,500.00	8,211.00	(14,289.00)	36%
610200 Canoe/Kayak Rental	42,500.00	6,823.00	(35,677.00)	16%
620000 Boat Launch Fees	17,000.00	14,712.00	(2,288.00)	87%
630000 Ski Rental	8,000.00	5,376.00	(2,624.00)	67%
641000 Food Concessions	48,150.00	23,291.00	(24,859.00)	48%
641120 Snowshoe Rental	-	80.00	80.00	
650000 LL House Rent	-	2,400.00	2,400.00	
652000 Parking Fees	317,846.00	220,357.52	(97,488.48)	69%
652100 HI Snow Hill Admissions	60,000.00	95,463.50	35,463.50	159%
669130 Game Rental	1,000.00	-	(1,000.00)	0%
669140 BUR Tube Rentals	4,000.00	2,537.00	(1,463.00)	63%
669141 Dog Park Revenue	10,000.00	10,868.00	868.00	109%
669142 Passport Revenue	20,000.00	8,242.50	(11,757.50)	41%
669145 Park Patron Pass	-	141.00	141.00	
688220 Misc Revenue	1,000.00	544.95	(455.05)	54%
671000 Day Camp	10,000.00	176.00	(9,824.00)	2%
Total Collected Revenue	650,496.00	438,476.47	(212,019.53)	67%
570000 State Grants	-	105,800.00	105,800.00	
676020 Donations	-	-	-	
698010 Carry Over Surplus Used	194,854.00	-	(194,854.00)	0%
699000 Revenue TSF IN - F101	1,821,092.00	1,821,092.00	-	100%
699228 Revenue TSF IN - Millage 228	51,500.00	51,500.00	-	100%
699500 Revenue TSF IN - CAP IMP	35,000.00	35,000.00	-	100%
Revenue Total	2,752,942.00	2,451,868.47	301,073.53	89%
Personnel Services				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
704000 FT Wages	718,038.00	676,808.08	41,229.92	94%

2020 Parks Budget as of 1/19/21

705000 Seasonal Wages	631,384.00	380,546.98	250,837.02	60%
706000 FT Overtime	4,782.00	31,341.44	(26,559.44)	655%
706100 On Call Payments	5,320.00	456.00	4,864.00	9%
706700 Seasonal Overtime	1,787.00	3,632.72	(1,845.72)	203%
708000 Meeting Fees	9,750.00	7,275.00	2,475.00	75%
713000 Misc Fringes	-	-	-	
714000 Unemployment	3,634.00	5,619.78	(1,985.78)	155%
715000 Fica County Share	55,603.00	82,706.96	(27,103.96)	149%
715050 Liability Insurance	1,133.00	3,907.05	(2,774.05)	345%
716020 PHP Health Insurance	128,880.00	160,675.96	(31,795.96)	125%
716030 Health Waiver	9,330.00	6,005.44	3,324.56	64%
716035 Retiree Hlth Ins Chargeback	43,199.00	41,169.03	2,029.97	95%
716040 Retiree Hlth Ins Trust Chg	32,709.00	31,679.66	1,029.34	97%
716100 Dental Insurance	11,279.00	12,645.15	(1,366.15)	112%
716200 Vision Insurance	1,627.00	1,548.48	78.52	95%
716450 Seperation Buyout Chgback	9,363.00	12,336.77	(2,973.77)	132%
717000 Life Insurance	1,387.00	1,314.44	72.56	95%
717100 Disability Insurance	668.00	595.92	72.08	89%
718000 Retirement Program	144,133.00	151,560.47	(7,427.47)	105%
718500 Retirement Defined Contr.	5,676.00	5,808.94	(132.94)	102%
720000 Longevity	7,000.00	5,600.00	1,400.00	80%
722000 Wkcpmp Insurance	3,346.00	3,545.92	(199.92)	106%
722600 CARES	398.00	-	398.00	0%
Personnel Services Total	1,830,427.00	1,626,780.19	203,646.81	89%
Controllable Expenses				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
726011 Concessions	33,400.00	12,466.05	20,933.95	37%
728000 Printing & Binding	12,000.00	7,162.60	4,837.40	60%
729000 Postage	4,500.00	2,414.54	2,085.46	54%
730000 Office Supplies	2,800.00	1,378.89	1,421.11	49%
731000 Photo-Copying & Supplies	600.00	462.03	137.97	77%
734000 Non-Capital Equipment	4,900.00	3,335.41	1,564.59	68%

2020 Parks Budget as of 1/19/21

735100 Controlled Capital Items	-	230.00	(230.00)	
20P04 HI Picnic Tables (28)	20,000.00	18,420.80	1,579.20	92%
740000 Maintenance Supplies	117,136.00	108,999.05	8,136.95	93%
743000 Other Supplies	27,031.00	20,912.36	6,118.64	77%
745000 Uniforms	5,500.00	5,152.46	347.54	94%
746010 Clothing Allowance	600.00	1,710.00	(1,110.00)	285%
743100 Small Tools	-	237.50	(237.50)	
747000 Gas-Grease-Oil-Antifreeze	38,000.00	26,791.89	11,208.11	71%
802800 Med Services - Physicals	1,000.00	-	1,000.00	0%
815000 Memberships & Subscriptions	3,500.00	2,783.84	716.16	80%
818000 Contractual Services	61,413.00	55,222.57	6,190.43	90%
PAZO1 POS System	66,486.00	53,762.56	12,723.44	81%
823100 Police Services	30,000.00	-	30,000.00	0%
861000 Local Travel	2,256.00	721.63	1,534.37	32%
861100 In state Travel	3,100.00	1,494.44	1,605.56	48%
861110 Out of State Travel	744.00	743.96	0.04	
890080 Administrative Fees	12,500.00	11,230.27	1,269.73	90%
901000 Advertising	10,750.00	2,270.41	8,479.59	21%
921050 Telephone	7,900.00	9,744.26	(1,844.26)	123%
921060 Telephone - Long Distance	-	50.73	(50.73)	
931100 Maint-Related Contractual	34,433.00	20,796.34	13,636.66	60%
932000 Equipment Repair & Maint	46,200.00	50,198.45	(3,998.45)	109%
942000 Equipment Rental	18,138.00	6,516.85	11,621.15	36%
957120 Sales Tax	3,650.00	1,268.38	2,381.62	35%
957130 Other Taxes	-	4,243.29	(4,243.29)	
960000 Training	5,300.00	3,396.30	1,903.70	64%
960080 Staff Development	-	-	-	
967000 Special Project Costs	-	-	-	
Controllable Expenses Total	573,837.00	434,117.86	139,719.14	76%
Non-Controllable Expense				
208 Fund	Original	Actual	Available	Percent
911000 Insurance & Bonds	-	-	-	

2020 Parks Budget as of 1/19/21

915050 Liability Insurance	-	-	-	
921000 Utilities	81,423.00	76,221.26	5,201.74	94%
921070 Courier Service	1,361.00	1,448.44	(87.44)	106%
921150 Telephone Allocation Costs	2,188.00	2,012.96	175.04	92%
943000 IT Operations	35,440.00	37,371.93	(1,931.93)	105%
943010 Equip Service Charge	42,000.00	28,205.43	13,794.57	67%
943020 Equip Service Charge PC	5,266.00	1,298.20	3,967.80	25%
943100 Network Maintenance	17,095.00	17,834.81	(739.81)	104%
944000 Vehicle Service Charge	18,999.00	33,056.21	(14,057.21)	174%
944100 Copier Service Charge	1,538.00	587.51	950.49	38%
Non-Controllable Expense Total	205,310.00	198,036.75	7,273.25	96%
Capital Outlay	140,868.00	28,952.64	111,915.36	21%
Transfer Out - F228	2,500.00	-	2,500.00	0%
Budget		Actual		Percent
Total Revenue	2,752,942.00	2,451,868.47	301,073.53	89%
Total Expenses	2,752,942.00	2,287,887.44	465,054.56	83%
Difference	-	163,981.03		

208 Fund Balance as of 12/31/19

\$402,126.79

208 Fund Balance as of 12/31/20

\$566,107.82

2020 Revenue Lost

-250972.03

Burchfield Park March/April Manager's Report

- Vermont Systems REC TRAC Training-March 18th
- Meet with State Camp Licensing Consultant for Day Camp modification of space request and onsite inspection-March 18th
- Zoom meeting with Naturalist to go over new day camp Covid-19 policy and summer program changes-March 22nd
- Camp & Cruise EZ Dock and Kayak Chute installation - March 23rd
- Walk-thru with Rowe prime professional to discuss additional ADA grant improvement change orders-March 24th
- Worked on native rain garden layout and purchased native plants
- Partner with MMMBA and assist with CRCF Impact Grant application for the beginners mountain bike skills park
- Interview/hire for seasonal positions (Naturalist, Lifeguards, Rangers)
- First disc golf tournament of the year, CCR Burchfield in Bloom-April 3rd
- Assistant Manager and I Met with MSU Forestry Dept. professors for student stewardship mapping project
- Well chlorination and startup for beach/north bluff area bathroom water supply
- Work with Aurelius Twp. Supervisor on Zoning concerns for future Cabin grant project at McNamara Landing
- Open Bunker Landing and Riverbend Natural Area gates for the season
- Monthly mountain bike trail inspection
- Budget meeting/ CIP talks-April 12th and April 20th
- Day Camp Zoom meeting discussions with Office Admin Staff-April 15th

Park Maintenance:

- Demo beach playground equipment with MMMBA volunteers
- Add sand to swimming beach
- Clear trees from trails and river
- Inspect and repair wooden boardwalks, railings, and steps
- Flush water lines and put bathroom Sloan valves back together



EZ Dock Installation



River Tree Cleanup at English Inn



New Kayak Chute



Trail Maintenance



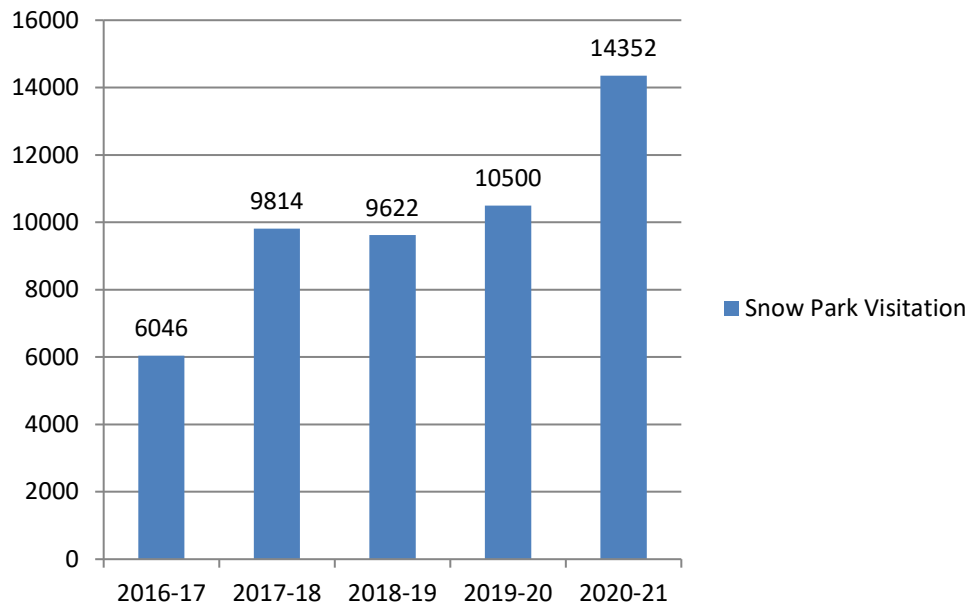
New Sand Added to Beach

April 2021

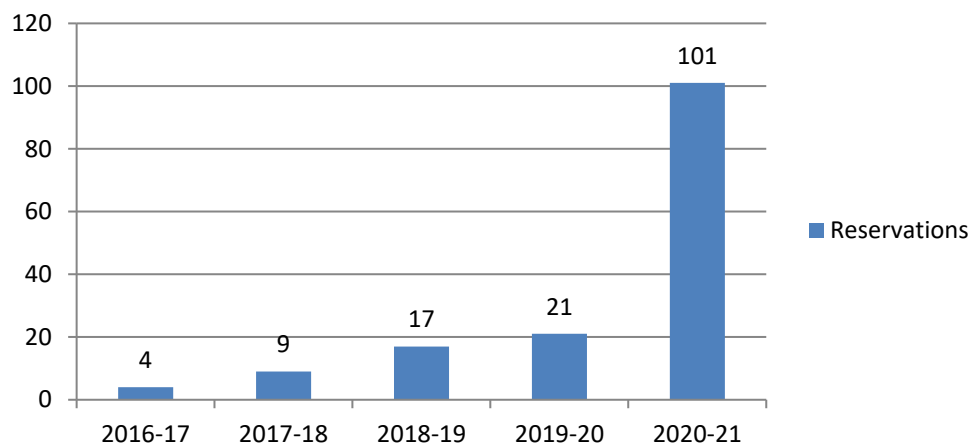
Hawk Island County Park

- Developed lifeguard/beach standards, procedures and signage with consultation from MMRMA
- Interviewed Seasonal Employees.
- Set up lifeguard training course to certify lifeguards and attract new applicants.
- Designed new snow tube storage building for fall 2021 construction
- Attended multiple meetings.
- Installed shade kites throughout park
- Installed new seating at Playground with Recycled seats/table tops.
- Annual preseason playground audit and repairs.
- Took down Winter Sports Building
- Worked with Jim Hudgins, Purchasing Director on several items out to bid.
- Met onsite with contractors for CIP projects
- Refurbished picnic tables throughout park.
- Prepped equipment for summer use.

Hawk Island Snow Park Visitation



Hawk Island Snow Tubing Private Reservations



Replacement of hard-wired lighting with Solar lighting on entrance sign



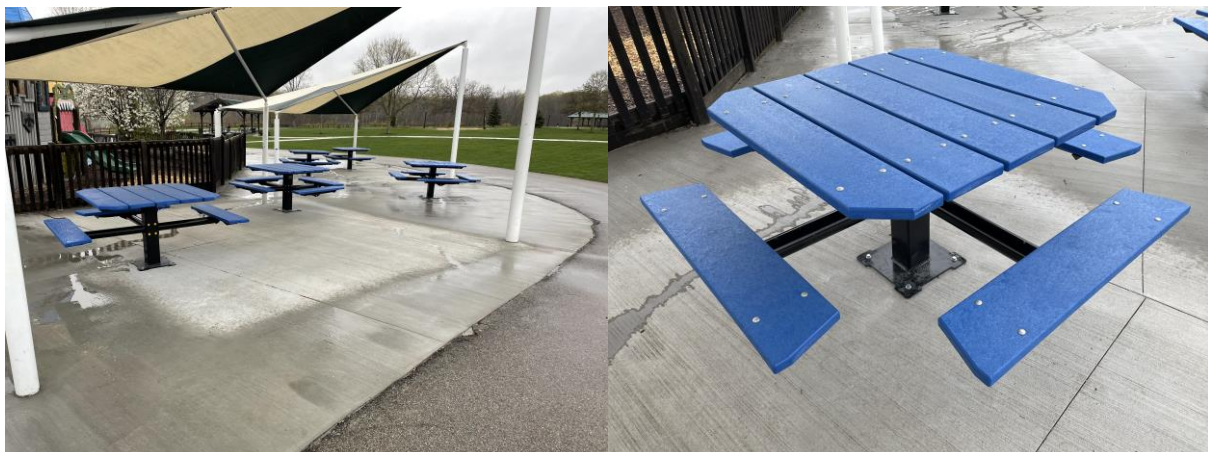
Re-staining of Northern gable face
of Beach House building



New shelter signs



Installation of new tables and recycled tops/benches at playground



Lake Lansing Park Report –March

Highlights:

Attended Staff and Manager Zoom Meetings

Attended Park Commission meeting

Attended SAD meeting

Involved with CIP discussions

Band Shell Committee meeting

Finalized Band Shell schedule and sent out contracts to bands

Purchased road grading equipment

Turned water on to restrooms and tested

Took down ski rental

Interviews for seasonal labor and marketing intern

Attended LL to MSU trail meeting with Spicer, Park Staff, and Meridian Twp.

Rolled and aerated lawns

Worked with legal and Purchasing regarding rental house demo contract

Worked with legal regarding an agreement for a prescribed burn with Meridian Township at LLN

Ian met with Meridian Township and MSU for LLN plant inventory project

New beach sand project

Reviewed bids for LLS Main shelter roof



New beach sand project



New Stand-alone Generator



Volunteer of the Year (Band Shell Committee)

March - Parks Office Monthly Report

Meetings/Trainings

Had weekly conference calls for the office staff and staff meeting. Continued training with Nicole (there is so much to learn). Had Ingham County Supervisory training. It was very informative, especially for me in my new role. Had canoe/kayak meeting with Tim Buckley in regards to times for canoe/kayak trips. Updated website accordingly.

Contracts/Resolutions

Drafted/edited the following resolutions:

- Lake Lansing House Demolition
- Lifeguards
- Soldan's - fobs
- Millage FLRT TR085 (Nicole)
- Hawk Island Installation of snow making tube
- Comsource Renewal
- Livery Fees
- Hawk Island Tree Removal

Customer Service

We received 385 phone calls in the month of March. We are up to 30 requests for special events. Office staff taking phone calls for shelter reservations which seem to be booking up due to Covid and people wanting to rent outdoor locations. Placed a job posting for another office clerk to help with the increasing phone calls and duties that come with summer.

RecTrac and WebTrac

Had private RecTrac training in regards to some questions we had.

Website

Continued to edit the website to keep the public informed of the status of the parks.

Fees/Wages

Started having budget discussions for 2022.

Accounting/Budget/Payroll

Our Account Clerk entered in batches of invoices and processed payroll. Prepared financial report and worked on bank rec.

Trails & Parks Millage Program Coordinator Report

March 2021

For: Park & Recreation Commission Meeting- April 26, 2021

- Attended meeting to discuss a regional trail map with Tim, Jared, Tanya and other staff from Spicer Group, Tri-County Regional Planning staff, and staff from the County Equalization Department
- Coordinated a meeting with MDOT staff, Road Department Staff, Spicer Group, George Hayhoe and Tim Morgan in April to discuss the feasibility study for the Holt to Mason trail connection
- Met with Kelly, Tim M., Tim B. and Chris to discuss summer canoe/kayak reservation process
- Attended Human Services and Finance Committee meeting
- Wrote memos/resolutions for Park Commission/BOC meetings
- Continued to work on the contract process for amendments for ongoing millage projects:
 - TR005 Amendment 2, TR006 Amendment 3, TR028 Amendment 1, TR029 Amendment 3, TR037 Amendment 1, TR038 Amendment 2, TR039 Amendment 1, TR040 Amendment 1, TR044 Amendment 1, TR056 Amendment 1, TR064 Amendment 1, TR065 Amendment 1, TR066 Amendment 1, TR067 Amendment 1, and Spicer Amendment 1 & 2
- Worked on reviewing reimbursement requests for the following millage projects
 - Meridian Township project TR002, TR021, TR022, TR023, TR024, TR025, TR026, TR027, TR047 and TR049
- Assisted with the Parks Department slides for the 2020 State of the County Presentation
- Assisted with the RFP for the 2022-2026 Five Year Parks and Recreation Master Plan, updating the Trails and Parks Millage Comprehensive Plan, and Park Maps
- Worked with staff on social media updates
- Website updates
- Conference calls bi-weekly with Tanya Moore and Tim Morgan
- Zoom sessions weekly for office updates
- Met with Kelly and Julia Stoutjesdyk from the Friends of Ingham County Parks to discuss their social media
- Worked with Kelly on Fox 47 ad campaign for summer activities at the parks
- Attended mParks Trails Focus meeting via Zoom call
- Attended MGROW meeting
- Worked on annual budget for 2022
- Published press release and orchestrated the next round of millage grants
- Ongoing training with Kelly for her new position of Office Coordinator. Some topics we have focused on are:
 - Contracts
 - Surveys
 - Seasonal Manual updates
 - Annual budget process

- Facebook giveaway post inquiring about where visitors are coming from. 88 people participated in the contest and below is a summary of respondents by zip code:



Ingham County Parks

Yesterday at 10:49 AM · 🌐

GIVEAWAY ALERT

What is your favorite Ingham County Park? Our parks include Burchfield Park, McNamara Landing, Bunker Road Landing, Riverbend Natural Area, Hawk Island, Lake Lansing North, Lake Lansing South, and Lake Lansing Boat Launch. Please comment below your (home) zip code and your favorite park and why for a chance to win an Annual Parking Pass valid at all Ingham County Parks! Several winners will be chosen at random, Monday, April 5th!

Zip Code	City	Number of Respondents
48371	Oxford (Oakland County)	1
48433	Flushing (Genesee County)	1
48449	Lennon (Shiawassee County)	1
48820	DeWitt (Clinton County)	2
48821	Dimondale (Eaton County)	2
48823	East Lansing	8
48836	Fowlerville (Livingston County)	1
48837	Grand Ledge (Eaton County)	3
48840	Haslett	5
48842	Holt	5
48854	Mason	7
48861	Mulliken (Eaton County)	1
48864	Okemos	2
48875	Portland (Ionia County)	1
48892	Webberville	2
48895	Williamston	2
48906	Lansing	3
48910	Lansing	16
48911	Lansing	14
48912	Lansing	1
48915	Lansing	2
48917	Lansing	2
49202	Jackson (Jackson County)	1
49251	Leslie	2
49264	Onondaga	1
49285	Stockbridge	1
48169	Pinckney (Livingston County)	1

FLRT Trail Ambassador Program Coordinator Monthly Report April, 2021

Events

- FLRT Marketing Committee Meeting 4/1

Upcoming Events

- Earth Day Trail Cleanup with Lansing Earth Project – Saturday, April 24
 - More info at <https://www.facebook.com/events/810835473123149>

Other Business

- Communicated with trail sponsors
- Ordered new trail sponsor signs
- Installed new sponsor signs
- Drafted April enewsletter & sent 4/17
- Monitored trail project updates & shared via social media
- Communicated with FLRT board & planning committee to assist in website upgrade
- Completed website upgrade transition
- Met with Tri-County Regional Planning Commission on updating regional trail map

MOU Status

Community Name	In Discussion	In Process	Signed
Ingham County			x
City of Lansing			x
City of East Lansing			x
City of Mason			x
Meridian Township			x

Sponsorship Stats

Community Name	Mile Markers (Reserved/Avail.)	Trailblades (Reserved/Avail.)	Trailheads (Reserved/Avail.)
City of Lansing	9 / 57	10 / 34	0 / 9
City of East Lansing	0 / 16	1 / 16	0 / 5
City of Mason	0 / 0	0 / 0	0 / 0
Meridian Township	0 / 22	1 / 13	0 / 10

March 25, 2021

Grant Management Division
Michigan Department of Natural Resources
530 Allegan Street
Lansing, MI 48933

Re: Phase III of the MSU to Lake Lansing MNRTF Application

To Whom It May Concern:

Please accept this letter of support for Meridian Township's 2021 application for Phase III of the MSU to Lake Lansing trail connection through the Michigan Natural Resources Trust Fund program.

In the development of the Ingham County Trails & Parks Comprehensive Report, public feedback was gathered and participants were asked to rank new trails development projects. The MSU to Lake Lansing Parks project was ranked number one for the top new trail development project. The importance of County connectivity is a priority and an increase in regional connectivity would be an extremely valuable asset to the communities within Ingham County.

As an avid park and trail user and Director of the Ingham County Parks, I am in support of improving and maintaining the parks and trail system in Meridian Township. As a park visitor and Park Professional, I see firsthand the families, seniors, and others who come to enjoy the lovely natural features of our area. Recreational opportunities afforded by this trail connection is a useful addition providing a means for exercising and connecting our parks with the surrounding communities. Recreation is critical for all to recreate one's body, mind, spirit, and souls!

The Ingham County Parks Department and Staff supports the efforts of the Township to connect the trail system from MSU to Lake Lansing Park. Should you have any questions please feel free to reach out.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Morgan', with a stylized flourish extending to the right.

Tim Morgan, CPRP (Certified Parks & Recreation Professional),
Director, Ingham County Parks
121 E. Maple St., Suite 102
Mason, Michigan 48854
517-676-2233
tmorgan@ingham.org

From: Timothy Buckley <TBuckley@ingham.org>
Sent: Tuesday, March 23, 2021 9:57 AM
To: David Wiles <dwiles11@gmail.com>
Cc: Timothy Morgan <TMorgan@ingham.org>
Subject: Re: we had a nice weekend

Hi Dave,

That's great to hear it was a successful outing. I'm glad the weather cooperated for you and the campers. Troop 141 is always welcome to use the park for scout outings and events in the future. Let us know anytime, thanks. 😊

Have great spring!

Best Regards,

Tim Buckley, CPRP, CPSI
Park Manager II
Ingham County Parks Dept.
121 E. Maple St.
Mason, MI 48854

Phone: (517) 676-2233 x7995
Fax: (517) 244-7190
E-mail: TBuckley@ingham.org

From: David Wiles <dwiles11@gmail.com>
Sent: Monday, March 22, 2021 8:43 PM
To: Timothy Buckley <TBuckley@ingham.org>
Subject: we had a nice weekend

Tim,

Thanks again for allowing us to host an event at Burchfield Park. The weather could not have been better, of course. Our Webelos crossover ceremony went very well, and the bridge over the toboggan run was perfect. We were concerned we would be in the way of disk golfers, but by the time we were setting up for the ceremony (about 6:30 pm) very few if any golfers were passing through. We also appreciated the use of the firewood, big time. Having the bathrooms open at the winter sports building made it easy for the boys to change into their costumes.

The fact that COVID was a factor in having our ceremony outdoors, combined with the perfect weather, made this outing even better than we would have normally had.

-- Dave Wiles
BSA Troop 141, Mason

From: Matthew Bennett <MBennett@ingham.org>
Sent: Saturday, March 27, 2021 7:12 PM
To: Timothy Morgan <TMorgan@ingham.org>
Subject: Fwd: Lake Lansing North
See public comment below
Begin forwarded message:
From: David Ely <david.m.ely@me.com>
Date: March 26, 2021 at 3:28:54 PM EDT
To: Matthew Bennett <MBennett@ingham.org>
Subject: Lake Lansing North

I heard from Bob Wilson that the county is considered putting chipped limestone on the trail. I am a frequent runner on these trails and I'm concerned that the crushed limestone will take away the character of the trail and make the trail no longer usable for those who run the trails for its natural feel.

Thank you for your time.

David Ely

Sent from my iPhone

From: Bob Wilson <mitrail1955@gmail.com>
Sent: Tuesday, April 6, 2021 1:37 PM
To: Nicole Wallace
Cc: Timothy Morgan; Moore, Tanya M.; Coe Emens; Ian Londo; Matthew Bennett; Cherry Hamrick; Michael Unsworth - Tri-County Bicycle Association; Jared Cypher; Kelly Burkholder
Subject: Re: Limestone on LLN

I don't agree with your assessment having run, biked and hiked on numerous limestone based trails all over Michigan. Even in the best of conditions, limestone can be difficult to maintain. Beyond that there are many users that I have spoken with in the last several days who have absolutely no idea about this proposal to alter the surface and the fundamental feel of what has historically been a natural surface trail that is much easier on the bodies of trail users. At the very least I think you owe it to the people who have used this trail system for so many years to post a public notice of this proposal at key locations in the park.

Bob Wilson JD, MBA
Instructor
Michigan State University
Community Sustainability
CSUS 465-Environmental Law
CSUS 464-Environmental Policy
CSUS 491-Michigan Trails Law, Policy
Chairman
Michigan Trails Advisory Council
517-896-9443

From: Bob Wilson <mitrail1955@gmail.com>

Sent: Saturday, April 3, 2021 8:22 AM

To: Timothy Morgan <TMorgan@ingham.org>

Cc: Moore, Tanya M. <tanyam@spicergroup.com>; Coe Emens <CEmens@ingham.org>; Ian Londo <ILondo@ingham.org>; Matthew Bennett <MBennett@ingham.org>; Cherry Hamrick <CHamrick@ingham.org>; Michael Unsworth <unsygm@gmail.com>; Jared Cypher <JCypher@ingham.org>

Subject: Re: Limestone on LLN

Tim:

Crushed limestone may be a suitable surface for improving accessibility on certain types of trails, and I wholeheartedly support expanding public access as you know well, however I have significant concerns with placing limestone on the naturally undulating trails at LLN where limestone will undoubtedly pool and congregate and create an accessibility burden rather than an asset. Crushed limestone may be suitable on rail trails where the trail bed is relatively flat and stable but that is not the case at LLN.

Bob Wilson JD, MBA
Instructor
Michigan State University
Community Sustainability
CSUS 465-Environmental Law
CSUS 464-Environmental Policy
CSUS 491-Michigan Trails Law, Policy
Chairman
Michigan Trails Advisory Council
517-896-9443

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

From: Bob Wilson <mitrail1955@gmail.com>

Sent: Friday, March 19, 2021 8:31 AM

To: Timothy Morgan <TMorgan@ingham.org>; Coe Emens <CEmens@ingham.org>; Tanya Moore <tanyam@spicergroup.com>

Subject: Limestone on LLN

If your plan is still to put limestone throughout all the trails at Lake Lansing Park north I think it will really impact the desirability of the trails. There is a special feeling you get when you're on a natural service trail that will be diminished by Limestone. I agree that in some of the low-lying spots where there is regular flooding limestone would be great but my opinion is most of the trail need to remain natural surface

Bob Wilson JD, MBA

Instructor

Michigan State University

Community Sustainability

CSUS 465-Environmental Law

CSUS 464-Environmental Policy

CSUS 491-Michigan Trails Law, Policy

Chairman

Michigan Trails Advisory Council

517-896-9443

CONFIDENTIALITY: This communication, including attachments, is for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not the intended recipient, any use, copying, disclosure, or distribution or the taking of any action in reliance upon this information is strictly prohibited. If you are not the intended recipient, please notify the sender immediately and delete this communication and destroy all copies.

<100_5408.JPG>

<IMG_6367_reduced.jpg>

From: parks
Sent: Thursday, April 8, 2021 3:20 PM
To: Kelly Burkholder
Subject: Fw: North Park Trails

From: Jessica Stuart <jessica.m.stuart@gmail.com>
Sent: Thursday, April 8, 2021 6:12 AM
To: parks <parks@ingham.org>
Subject: North Park Trails

Hello,

I have heard that there are plans to pave a large portion of the trails at Lake Lansing Park North with crushed limestone. I am concerned about the changes to what is a beautiful and unique trail system in the area -we have many paved paths and fitness areas but few natural trails. Can you please let me know where I can find more information about this project and if there will be any more public comment sessions to voice my concerns before the project goes ahead?

Thanks,
Jessica Stuart

From: parks
Sent: Thursday, April 8, 2021 3:20 PM
To: Kelly Burkholder
Subject: Fw: Lake Lansing North Park

From: Susan Henderson <stuwe1@aol.com>
Sent: Thursday, April 8, 2021 9:28 AM
To: parks <parks@ingham.org>
Subject: Lake Lansing North Park

I am a 70 year old with Parkinson's. I use the trails at Lake Lansing North multiple times a week because the dirt surface is springy and does not hurt my knees. I used to be able to go to Scott Woods but since that is paved, I can no longer use it. If you put crushed granite on Lake Lansing North it will no longer be accessible to me. Even if you don't put this surface on the Green or Orange trails, I cannot get to them without going on Blue so they are removed from my access. I will be forced to drive a long distance to get to other areas where there are dirt trails. I contributed to this park when they needed to raise money to buy the extra land as well as buying park passes and paying taxes in Ingham County. I would like to know what research you did before you made this decision. You have already removed it from my use so it is available to skiers in the winter, though I think there are more runners that use it than skiers. There are a ton of hard surface trails in Ingham County. Please don't resurface the whole township.

Susan Henderson

From: parks
Sent: Thursday, April 8, 2021 3:21 PM
To: Kelly Burkholder
Subject: Fw: crushed limestone at Lake Lansing Park North?

From: Malmstrom, Carolyn <carolynm@msu.edu>
Sent: Monday, April 5, 2021 9:23 PM
To: parks <parks@ingham.org>
Subject: crushed limestone at Lake Lansing Park North?

Dear Mr. Emons,

I have heard folks saying that the Ingham County Parks Commission wants to put crushed limestone on the trails at Lake Lansing Park North.

I don't know if this is true or not. If it is, I'm writing to strongly oppose such an idea.

Lake Lansing Park North is one of the few places in the area where we all have easy access to naturalistic, soft dirt trails for walking, running or skiing. Particularly for those of us without means to access cottages up north, the park is an incredibly important place for us and our kids to experience nature. Putting limestone on the paths would take that away and make it uncomfortable for these activities. It would really destroy the trail experience.

If the trails are getting muddy with extra use these days, the muddy spots could instead be topped with soft, decomposable materials, like sawdust or mulch.

Please protect this important natural park from limestone application. For folks who want a paved trail experience, there are numerous lovely alternatives, such as Hawk Island and Scotts Wood.

Thanks!

Sincerely,

Carolyn Malmstrom

Dr. Carolyn M. Malmstrom
Associate Professor (she/her)
Dept. of Plant Biology and Graduate Program in Ecology, Evolution, & Behavior
Michigan State University | 612 Wilson Road, East Lansing, MI 48824 USA
Phone +1 517 355 4690 | Mobile +1 517 719 7676 | Fax +1 517 353 1926
carolynm@msu.edu | <https://malmstromlab.plantbiology.msu.edu/>
Twitter @MalmstromEcoLab | www.facebook.com/MalmstromEcologyLab

Michigan State University occupies the ancestral, traditional, and contemporary Lands of the Anishinaabeg—Three Fires Confederacy of Ojibwe, Odawa, and Potawatomi peoples. The University resides on Land ceded in the 1819 Treaty of Saginaw.

From: parks
Sent: Thursday, April 8, 2021 3:21 PM
To: Kelly Burkholder
Subject: Fw: Lake Lansing Park North

From: Mr. Potter <edwardkpotter@gmail.com>
Sent: Wednesday, April 7, 2021 11:47 AM
To: parks <parks@ingham.org>
Subject: Lake Lansing Park North

Hello,

I was recently made aware that Ingham County is considering laying crushed limestone throughout Lake Lansing Park North. I cannot confirm this from the person who informed me which is why I am emailing you.

I hope this isn't the case as it would drastically alter this park's natural aesthetics and not to mention impact the numerous types of ecosystems that are part of this park. If this is something being considered I am strongly advocating to remove this renovation from being considered.

Thank you for your time and consideration.

Kind regards,

Edward Potter

--

Edward Potter

E-mail: edwardkpotter@gmail.com
Cell: (517)303-5934