

# 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](http://bc.ingham.org), choosing the "Events Calendar," and clicking on Monday, May 24, 2021

## Monday, May 24, 2021

### 5:30pm

## PARKS & RECREATION COMMISSION MEETING

Meeting via Zoom:

<https://ingham.zoom.us/j/85803175728>

1. **Call to Order**
2. **Approval of Minutes**  
Minutes of April 24, 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. **DISCUSSION ITEMS**
  - A. Road Department – Bill Conklin & Kelly Jones to discuss TR033 Northern Tier Trail Connection through White Park - [Page 9](#)
  - B. Limited Public Comment ~ *Limited to 3 minutes with no discussion*
  - C. Trail improvements at Lake Lansing Park North-MDNR Grant Project Presentation & Public input questions. Tanya Moore - Spicer Group - [Page 15](#)
  - D. Proposed internal connector trails LLN to the Meridian Twp. MSU to Lake Lansing Trail – [Page 36](#)
6. **ACTION ITEMS**
  - A. Lake Lansing Roofing Projects– [Page 42](#)
  - B. Consulting Services for Updating the Ingham County Park's Five-Year Master Plan and the Trails and Parks Millage Plan (Motion and staff recommendation available at the meeting) - [Page 43](#)
  - C. Amendment to the contract with Laux Construction LLC for Burchfield Park improvements - [Page 46](#)
  - D. Revised budget narrative– [Page 47](#)
  - E. Hawk Island concrete slab for storage building - [Page 52](#)
7. **ADMINISTRATIVE REPORTS**
  - A. Director - [Page 53](#)
  - B. Park Managers - [Page 54](#)
  - C. Administrative Office - [Page 57](#)
  - D. Financial Report - [Page 59](#)
  - E. Millage Coordinator Report - [Page 63](#)
  - F. FLRT Trail Ambassador Report – [Page 65](#)
8. **Correspondence & Citizen Comment** – [Page 66](#)
  - A. 2020 Michigan Natural Resources Trust Fund Recommendations
  - B. Red Cedar River Water Trail
  - C. Jeff Potter

- D. Bob Wilson
- E. Jessica Stuart
- F. Ann Ripberger
- G. Bryan Beach
- H. Matthew Comstock
- I. Roger Eberhardt
- J. John Covell
- K. Deborah Miller

**9. Board/Staff Comments**

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

**11. Upcoming Meetings**

- A. Date: Monday, June 28, 2021; Time: 5:30pm  
Parks & Recreation Commission Meeting  
Virtually Via Zoom

**12. 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.

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**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**  
**April 26, 2021**

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

**Board Members**

**Present:** Matt Bennett, Cherry Hamrick, Steve James, Simar Pawar, Paul Pratt, Commissioner Emily Stivers, Chris Swope, Stephanie Thomas, and Michael Unsworth

**Absent:** Commissioner Chris Trubac

**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, Lake Lansing Assistant Manager Ian Londo, Burchfield Park Manager Tim Buckley, FLRT Trail Ambassador Lauren Ross and Wendy Longpre from the City of East Lansing

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

**Minutes:** **Moved by Ms. Thomas and Supported by Commissioner Stivers** to approve the March 22, 2021 minutes of the regular meeting as written:  
**Yes 9; No-0. MOTION CARRIED.**

**LIMITED PUBLIC COMMENT**

Carolyn Malmstrom interested in more details and would like to better understand what the trails will look like if the Lake Lansing North DNR grant should be approved. Catherine Lindell also interested in more details, such as type of gravel and who would this be more ADA accessible for.

**LATE ITEMS / CHANGES / DELETIONS**

None.

**PRESENTATION:**

Wendy Longpre from the City of East Lansing discussed the TR003 Northern Tier Trail. She is proposing shifting the trail to the east in order to move away from the drain that is there and to remove and seed the old portion. She is also requesting a time extension from December of 2021 to August 28, 2021. She discussed the TR033 Northern Tier Trail – White Park and the need for construction changes that need to take place according to the Ingham County Road Department, which would also require a time extension to be extended to December 2022. This new plan

would reconfigure the intersection and pedestrian routes which would also require a change to the traffic signal.

### **ACTION ITEMS**

#### **East Lansing TR003 Northern Tier Trail Repair and Maintenance Extension Amendment**

Mr. Unsworth inquired if the trail was moved how would we prevent people from using the current trail. Ms. Longpre stated that there would be no way of stopping people from using, however they would be removing the surface and putting in grass which would most likely not be mowed which would eventually over time be a barrier, but if someone wanted to go down this more natural route, they could.

MOVED BY MR. PRATT, SUPPORTED BY MS. THOMAS

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.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

#### **East Lansing TR033 Northern Tier Trail Connection through White Park Extension Amendment**

Mr. Unsworth stated that he cannot make sense of this new arrangement. Wondering if the Road Department has final say in this. Commissioner Stivers in agreeance with Mr. Unsworth and stated that she feels it is unclear as to how this would be much better than a four way stop light. Ms. Longpre stated that when the Road Department looked at modeling, the new configuration had a much lower traffic accident rate. Ms. Thomas stated that the new model looks as though there would be more opportunity for a pedestrian and trail user to be hit. Mr. Unsworth feels this is efficiency just for motor vehicles. Mr. Unsworth stated that he feels that bicyclist and pedestrians are third priority to moving cars. Mr. Unsworth would like to invite Mr. Conklin to join a meeting and give reasons to this new configuration.

MOVED BY MR. UNSWORTH, SUPPORTED BY COMMISSIONER STIVERS

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.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

Vehicle entrance fees at Riverbend and McNamara

**RESOLUTION #14-21 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.

**Moved by Ms. Thomas and Supported by Ms. Pawar that Resolution #14-21 be approved as written. Yes-9; No-0. MOTION CARRIED.**

Accepting Donations

**RESOLUTION #15-21 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.

**Moved by Mr. Swope and Supported by Mr. James that Resolution #15-21 be approved as written. Yes-9; No-0. MOTION CARRIED**

#### Disc Golf Donation

MOVED BY MR. JAMES, SUPPORTED BY MS. CHERRY

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.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

#### Budget

Mr. Morgan explained that capital improvements were out of several different funds this year and that the park department is not asking for a lot more from general funds. Ms. Pawar inquired about playground equipment listed in budget. Mr. Emens explained some of the changes that he would like to see take place would be the removal and replacement of the web climbers. He stated that he would also like to see the tires be replaced with stepping pods. Mr. Morgan stated that the parks does have some major upgrades to playground equipment and changes in the Parks Capital Action program that haven't been addressed and that the park commission will see on the agenda in the future as a request. Ms. Cherry asked about the cost involved for the fees to be taken at McNamara Landing and Riverbend. Mr. Buckley stated it would roughly be \$12,000 for employees and that they would need to install booths, which would be built in house. Mr. Buckley also stated that this would help with traffic and parking issues.

MOVED BY MR. UNSWORTH, SUPPORTED BY MS. CHERRY

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.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

## **INFORMATIONAL**

### **Granger Agreement**

## **ADMINISTRATIVE REPORTS**

### **Director ~**

Mr. Pratt stated that he feels the Park Commission should listen to Mr. Conklin speak in regards to the TR033. Mr. Pratt stated that he would also like to see an analysis on the trail wars and how they should be resurfaced. Mr. Pratt stated he would like to help users and would also like to know how trail surfacing is a function of ADA requirements. Mr. Pratt also stated that he would also like to know the different pavement choices and what the legalities are associated with each. Tim stated he is working with Spicer Group and will have Tanya give a presentation at the May Park Commission meeting and we will do this under discussion item on the agenda allowing for Park Commission and public feedback and questions that staff and Spicer Group can address. Commissioner Stivers would like a detailed presentation on limestone. Commission Stivers also stated that she is having a lot of constituents contact her and would like to see a presentation with the pros and cons and how we arrived to this conclusion. Ms. Pawar agrees and would like the interested people to have the information ahead of time and also be able to reserve the time to hear the presentation and share their ideas and views. Mr. Unsworth agrees as

well with having a presentation. Mr. Unsworth has been following Facebook and noticed that some people feel that the whole trial is going to be limestone. Mr. Morgan stated that there is opportunity to make changes in the future. Mr. Morgan also stated we abided by the DNR requirements for posting our public notice and the Grant projects were presented to the Park Commission as well as Public Postings as part of the February 2021 Park Commission meeting.

*Park Managers ~*

No discussion.

*Administrative Office ~*

No discussion.

*Millage Coordinator Report ~*

No discussion.

*FLRT Trail Ambassador Report ~*

Mr. Unsworth congratulated Lauren for getting communities on board with working with FLRT.

**BOARD/STAFF COMMENTS**

Mr. Morgan stated he emailed out all correspondence he received after the packets had went out to the Park Commission today that were not in the packet.

**LIMITED PUBLIC COMMENT**

Carolyn Malmstrom stated that her full correspondence was not in the packet. Mr. Morgan stated that he would get to the Park Commission as well as responding to her questions working with Spicer group for the reply as well.

**Adjournment:**

There being no further business, the meeting was adjourned at 6:42pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator



**From:** William Conklin  
**Sent:** Wednesday, April 28, 2021 10:30 AM  
**To:** Timothy Morgan; Kelly Burkholder  
**Cc:** Kelly Jones  
**Subject:** RE: Park Commission and Commissioner Stivers request for you to attend the May 24th at 5:30 zoom

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Ok, thanks. Probably wont be anything for packet or to share. If you need narrative for the packet, include the email I sent below. That is the whole up-date on the subject issue for now.

Bill Conklin,  
 ICRD

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**From:** Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>  
**Sent:** Wednesday, April 28, 2021 8:38 AM  
**To:** William Conklin <[WConklin@ingham.org](mailto:WConklin@ingham.org)>; Kelly Burkholder <[KBurkholder@ingham.org](mailto:KBurkholder@ingham.org)>  
**Cc:** 'Wendy Longpre' <[wlongpr@cityofeastlansing.com](mailto:wlongpr@cityofeastlansing.com)>; Nicole Wallace <[NWallace@ingham.org](mailto:NWallace@ingham.org)>; Jared Cypher <[JCypher@ingham.org](mailto:JCypher@ingham.org)>; Emily Stivers <[Estivers@ingham.org](mailto:Estivers@ingham.org)>; Becky Bennett <[BBennett@ingham.org](mailto:BBennett@ingham.org)>; 'Tim McCaffrey' <[tmccaff@cityofeastlansing.com](mailto:tmccaff@cityofeastlansing.com)>; Matthew Bennett <[MBennett@ingham.org](mailto:MBennett@ingham.org)>; Kelly Jones <[KJones2@ingham.org](mailto:KJones2@ingham.org)>; Coe Emens <[CEmens@ingham.org](mailto:CEmens@ingham.org)>; Ian Londo <[ILondo@ingham.org](mailto:ILondo@ingham.org)>  
**Subject:** RE: Park Commission and Commissioner Stivers request for you to attend the May 24th at 5:30 zoom  
**Importance:** High

Bill Thank you and we will have Kelly Burkholder send you and Kelly a zoom link to the May Park Commission meeting.

Bill if you or Kelly want us to include anything in the Park Commission packets for you please get that to Kelly no later than May 19<sup>th</sup>. You can also share screen to present visuals at the meeting if you would like.

Thanks again,

Tim Morgan, Parks Director

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**From:** William Conklin <[WConklin@ingham.org](mailto:WConklin@ingham.org)>  
**Sent:** Tuesday, April 27, 2021 2:42 PM  
**To:** Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>  
**Cc:** 'Wendy Longpre' <[wlongpr@cityofeastlansing.com](mailto:wlongpr@cityofeastlansing.com)>; Nicole Wallace <[NWallace@ingham.org](mailto:NWallace@ingham.org)>; Jared Cypher <[JCypher@ingham.org](mailto:JCypher@ingham.org)>; Emily Stivers <[Estivers@ingham.org](mailto:Estivers@ingham.org)>; Becky Bennett <[BBennett@ingham.org](mailto:BBennett@ingham.org)>; 'Tim McCaffrey' <[tmccaff@cityofeastlansing.com](mailto:tmccaff@cityofeastlansing.com)>; Matthew Bennett <[MBennett@ingham.org](mailto:MBennett@ingham.org)>; Kelly Jones <[KJones2@ingham.org](mailto:KJones2@ingham.org)>  
**Subject:** RE: Park Commission and Commissioner Stivers request for you to attend the May 24th at 5:30 zoom

Greetings All,

I've added ICRD Director of Engineering Kelly Jones who has mostly been handling the subject project for ICRD. Kelly and I will both plan to attend the Park Commission meeting via zoom on May 24.

For now, the nutshell summary of the subject trail crossing issue from ICRD's perspective is the following:

City of East Lansing's engineering consultant Bergman Associates has prepared a traffic study of several options to safely create a pedestrian crossing at the Lake Lansing/Birch Row/Towar intersection, which were shown in Wendy Longpre's update.

The second or "T-curve" option with some signal operation tweaks for optimal safety has been agreed upon as the best option for overall safety.

ICRD understands both City of East Lansing and Meridian Township have seen and agree with this T-curve concept plan. ICRD will leave it to the trail project proponent—City of East Lansing, to conduct any further necessary public outreach or involvement on this.

The existing intersection operates smoothly and safely, whereas introducing a pedestrian crossing using either plan option is predicted by Bergman's report to nominally increase routine crashes as a few more possible vehicle conflict points are introduced. This is not a huge concern—the concept, as agreed upon, will not operate much different than other similar intersections.

However, we had a question in our last meeting with Wendy last week whether the project would qualify for federal safety funding as it is not predicted to reduce existing accidents, as is normally required to qualify for federal safety funding.

Kelly Jones and I met yesterday on zoom with the MDOT safety funding program engineer who gave us the good news that it will not only qualify for federal safety funding, but will be considered a good candidate, as improving safety to accommodate new pedestrian facilities is a program goal even if it does not further reduce the low existing crash frequency.

Thus, Kelly Jones is working with Bergman to finalize the traffic report and submit an application to the safety program for FY 2023 federal safety funding for the T-curve option with all possible safety optimizations.

One more fly in the ointment however is that applications for federal safety funding far exceed available revenue and the program is statewide competitive. ICRD is also applying for FY 2023 federal safety funding at two other locations—a new traffic signal and center left turn lane on Meridian Road at M-43 in Meridian Township, and a possible roundabout at Hagadorn-Sandhill in Alameda Township, both of which have higher existing crash occurrences than Lake Lansing/Birch Row/Towar. Nonetheless, all 3 projects will be submitted for consideration on their own needs and merits. Announcement of project selected for federal safety funding typically occurs in the late fall—late fall 2021 in this case.

Finally, I reiterate my prior indication that ICRD has no existing funding to put toward Lake Lansing/Birch Row/Towar. As it exists, this intersection is far down ICRD's needs list for any operational, safety, or pavement condition improvement. Thus, any and all funding for this project will need to come from other sources.

Regrets if this was more information that currently desired. Kelly Jones and I will attend the Park Commission meeting on May 24 to discuss this further and answer any further questions. Feel free to let us know any questions in the mean-time.

Bill Conklin, Managing Director,  
Ingham County Road Department (ICRD)  
Office: 517-676-9722

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**From:** Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>

**Sent:** Tuesday, April 27, 2021 7:28 AM

**To:** William Conklin <[WConklin@ingham.org](mailto:WConklin@ingham.org)>

**Cc:** 'Wendy Longpre' <[wlongpr@cityofeastlansing.com](mailto:wlongpr@cityofeastlansing.com)>; Nicole Wallace <[NWallace@ingham.org](mailto:NWallace@ingham.org)>; Jared Cypher <[JCypher@ingham.org](mailto:JCypher@ingham.org)>; Emily Stivers <[Estivers@ingham.org](mailto:Estivers@ingham.org)>; Becky Bennett <[BBennett@ingham.org](mailto:BBennett@ingham.org)>; 'Tim McCaffrey' <[tmccaff@cityofeastlansing.com](mailto:tmccaff@cityofeastlansing.com)>; Matthew Bennett <[MBennett@ingham.org](mailto:MBennett@ingham.org)>

**Subject:** Park Commission and Commissioner Stivers request for you to attend the May 24th at 5:30 zoom

**Importance:** High

Hi Bill,

At last night's Park Commission meeting Wendy Longpre from City of Lansing presented the attached update to Trails and Parks Projects in East Lansing.

One item was the White Park Pedestrian crossing which the Park Commission at the meeting discussed in length. County Commissioner Emily Stivers as well as the rest of the Park Commission would like you to attend the next Park Commission meeting on May 24<sup>th</sup> at 5:30 via zoom to discuss with them the crossing project concepts and plans and be able to answer questions for them about the proposal.

Please let me know if you and or your staff will be available to attend this meeting to discuss the project with the Park Commission.

Thank you,

Sincerely,

Tim Morgan, CPRP (Certified Parks & Recreation Professional), and  
CTA (Certified Tourism Ambassador™)  
Director, Ingham County Parks  
121 E. Maple St., Suite 102  
Mason, Michigan 48854  
517-599-3144 (Cell)  
517-244-7191 (Direct)  
517-676-2233 (Park Information)  
[tmorgan@ingham.org](mailto:tmorgan@ingham.org)  
<http://parks.ingham.org>

**"You get what you give"**

*"Stewardship, giving, and generosity are not synonyms. Stewardship is a role, giving is an act, and generosity is an attitude."*

***"If service is beneath you, then leadership is beyond you"***

# INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 26, 2021

## **Motion to extend date of completion for Agreement #TR033 Northern Tier Trail Connection through White Park**

MOVED BY MR. UNSWORTH, SUPPORTED BY COMMISSIONER STIVERS

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.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

# INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of May 24, 2021

## **Amend the motion to extend the date of completion for Agreement #TR033 Northern Tier Trail Connection through White Park**

Move

To recommend the extension of Agreement #TR033 Northern Tier Trail Connection through White Park to December 31, ~~2022~~ 2023 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.



# Boardwalk / Trail Improvements

## INGHAM COUNTY PARKS

### **Mission Statement:**

The Ingham County Parks & Recreation Commission and 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.





- ▶ PROPOSED PROJECT
- ▶ TRAIL SURFACE OPTIONS & SOLUTIONS
- ▶ ADA CONSIDERATIONS
- ▶ PUBLIC INPUT
- ▶ PROJECT SCHEDULE
- ▶ REVIEW QUESTIONS

## AGENDA





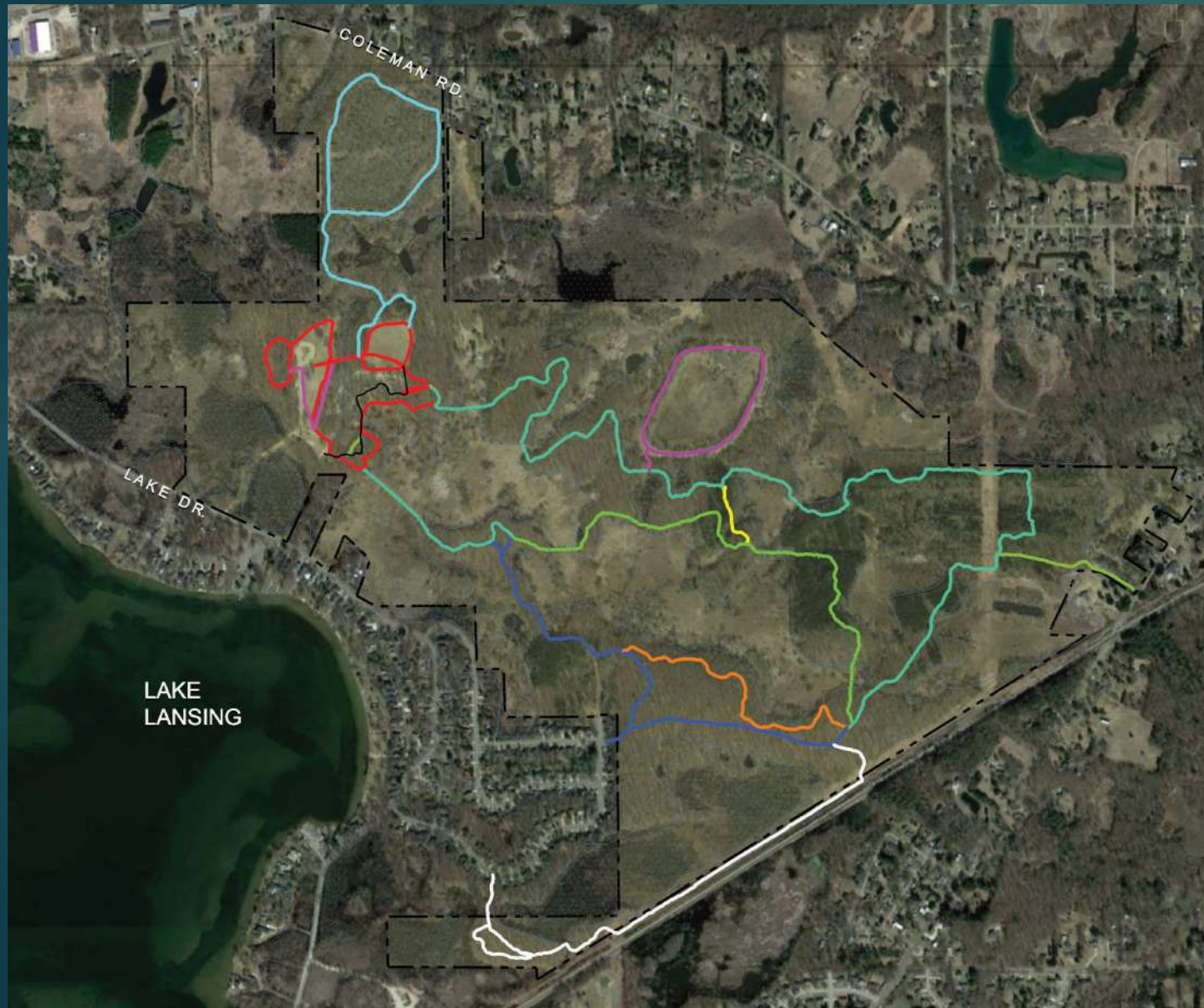
## Boardwalk / Trail Improvements

- ▶ Removal and replacement of (5) existing boardwalks (1,690 LF, ex. 6' wide, prop. 8' wide)
- ▶ Improve dirt path for ADA accessibility (7,325 LF), width currently ranges from 6'+/- to 10'+; prop. 8' wide
- ▶ Fitness Stations, 10 stations
- ▶ Mile Markers, every 1/10 mile
- ▶ New Entrance Gate, electric
- ▶ New Entrance Sign
- ▶ Amenities: benches, interpretive signs





# Boardwalk / Trail Improvements



TOTAL TRAIL MILEAGE at  
Lake Lansing Park North  
= 10 miles

- BLUE/GREEN TRAIL
- BLUE TRAIL
- GREEN TRAIL
- BLACK TRAIL
- ORANGE TRAIL
- YELLOW TRAIL
- RED TRAIL
- SPOILS TRAIL
- TREY POND TRAIL
- SKI TRAILS
- GRASSED ACCESSLL
- EX. PAVED PATH



# Boardwalk / Trail Improvements



PROPOSED TRAIL /  
BOARDWALK LOOP = 1.9  
miles (19% of total trails)

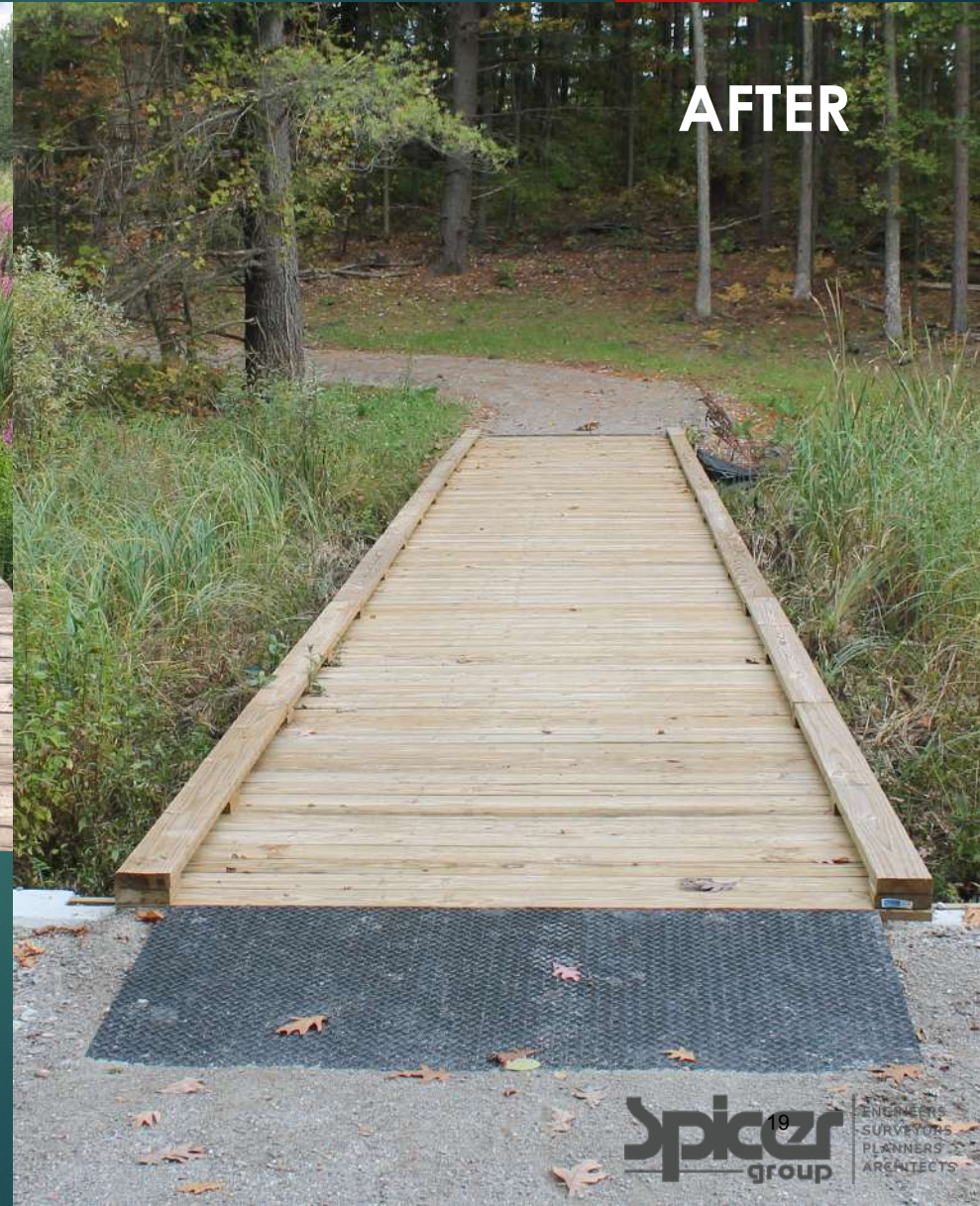
- 1.4 miles Crushed Stone
- .3 miles Boardwalk
- .2 miles Ex. Paved Path



# Boardwalk / Trail Improvements



**BEFORE**



**AFTER**





# Boardwalk / Trail Improvements



BOARDWALK CONSTRUCTION:  
HELICAL PILES MINIMIZE DISTURBANCE TO THE WETLANDS



# Boardwalk / Trail Improvements



BEFORE



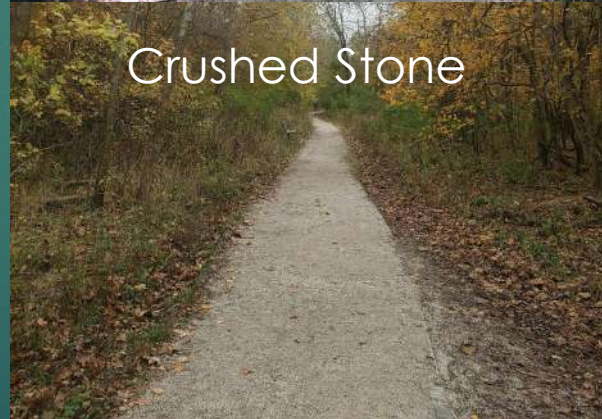
AFTER



## Boardwalk / Trail Improvements

### ► Surfacing Alternatives

- Pavement
    - Concrete / Asphalt
  - Crushed Stone
  - Rubber
  - Dirt
- Conservation Easement limits type of trail surface
- No Pavement





## Boardwalk / Trail Improvements

- ▶ Crushed Stone Path Specification
  - ▶ Stone Particles range in size from 3/8" to dust, compacted in place
  - ▶ Slopes 5%+/- will have binders or geo-web fabric to stabilize the stone material
  - ▶ Permeable





# Boardwalk / Trail Improvements

## Trails Through Wetlands & Coastal Areas

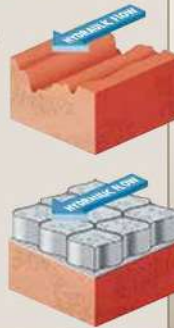


Nature trails built near or through wetlands or through streambeds contend with soft, wet subgrade soils that are often under water in Spring. These trails may also require occasional access by maintenance vehicles, so building the trail with a stable, drainable surface and with materials not impacted by water is paramount. GEOWEB® and GEOPAVE® trails are built in wetlands and environmentally-sensitive areas—their HDPE material is highly resistant to degradation—and does not harm the environment in any way. The HDPE material is also resistant to corrosion, making it an ideal solution in coastal environments.



### How GEOWEB® confinement works to minimize trail erosion

Washouts and flooding damage are significantly reduced with GEOWEB® trails. The stable surface is minimally-impacted by flooding and standing water. Water flows over and through the confined infill, limiting movement and controlling sheetflow erosion.



Aggregate with Organic-Lock™ that has not been activated yet.



Water activates the Organic-Lock™ gelling properties.

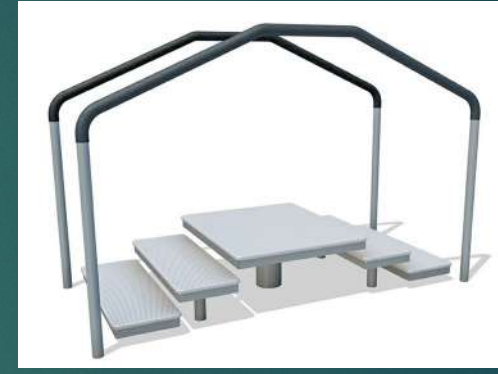
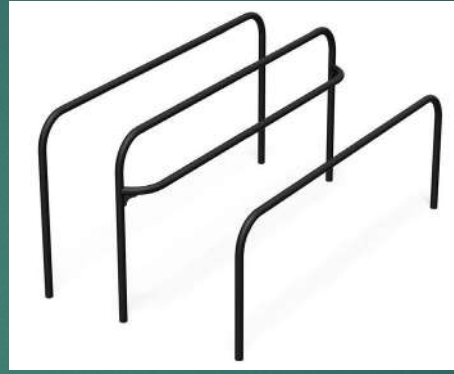
[www.organic-lock.com/gravel-stabilizer/](http://www.organic-lock.com/gravel-stabilizer/)

<https://www.prestogeo.com/applications/recreational-trails/>



# Boardwalk / Trail Improvements

## ► Fitness Stations





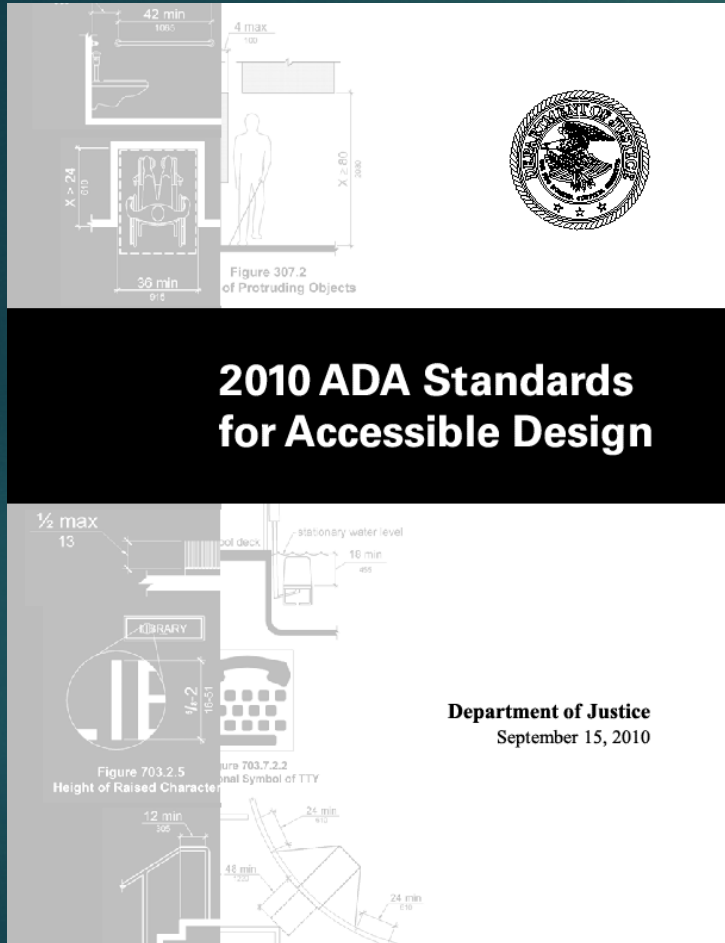
# Boardwalk / Trail Improvements

- ▶ Other Proposed Amenities
  - ▶ Interpretive Signage
  - ▶ Mile Markers
  - ▶ Benches
  - ▶ New Entrance Sign
  - ▶ Electric Entrance Gate





# Boardwalk / Trail Improvements



## ▶ ADA Accessibility

- ▶ Mandated by the Federal Americans with Disabilities Act of 1990 (ADA)
- ▶ 2010 ADA Standards for Accessible Design
- ▶ All newly constructed or altered State and local government facilities must comply with the 2010 Standards

[www.ada.gov](http://www.ada.gov)

*“Universal Access is the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability.”*

- US General Services Administration

# Boardwalk / Trail Improvements



## ADA Accessibility



# Boardwalk / Trail Improvements

## ▶ WHAT IS AN ADA ACCESSIBLE SURFACE?

- ▶ “Accessible floor and ground surfaces must be **stable, firm, and slip resistant**. Stable surfaces resist movement, while firm surfaces resist deformation by applied forces. Accessible surfaces remain unchanged by external forces, objects, or materials.”

-US General Services Administration

## ▶ WHEN DO TRAILS NEED TO BE ACCESSIBLE?

- ▶ “All trails that **connect directly to a trailhead** or to a **trail that currently substantially complies** with the FSTAG, shall comply with the FSTAG.” -US Forest Service Trail Accessibility Guidelines (FSTAG)

“All people—regardless of their abilities—benefit from spending time in the woods, because these experiences offer physical, emotional, social and sensory stimulation.”

-Dr. Robert Burns, West Virginia University



# Boardwalk / Trail Improvements

## ADA and This Project:

- ▶ EXISTING BOARDWALKS
  - ▶ Must be **replaced or completely removed** due to their condition
  - ▶ Since we are altering the trail, we must comply with ADA
- ▶ EXISTING TRAIL
  - ▶ Dirt Surface, not ADA accessible
- ▶ TRAIL SLOPES, ADA allowed
  - ▶ 5% longitudinal
  - ▶ 2% max. cross slope
  - ▶ Exceptions allow some steeper slopes & standards

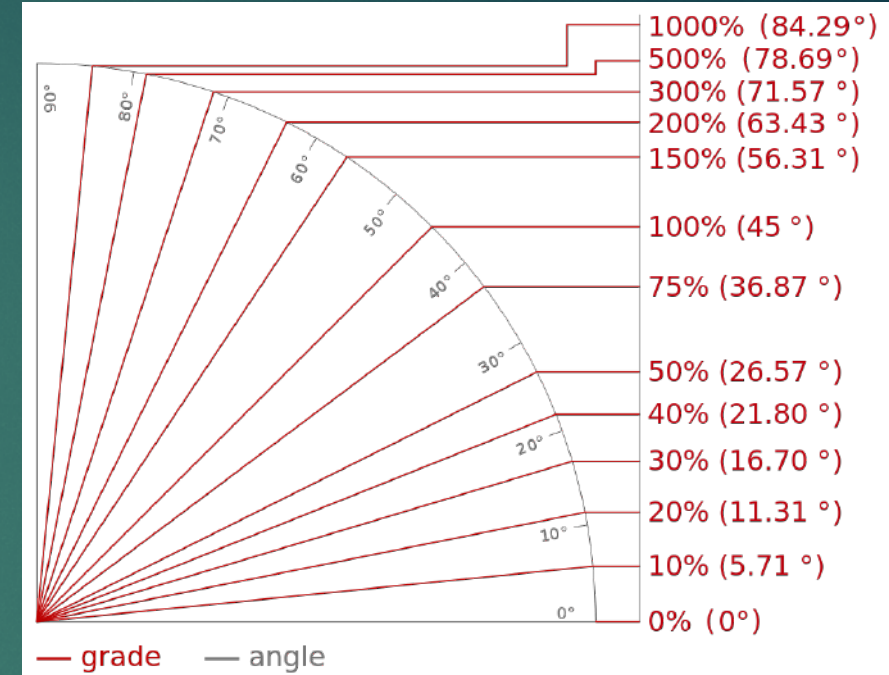


Table 2—Maximum Running Slope and Segment Length		
Running Slope of Trail Segment		Maximum Length of Segment
Steeper Than	But Not Steeper Than	
1:20 (5%)	1:12 (8.33%)	200 feet
1:12 (8.33%)	1:10 (10%)	30 feet
1:10 (10%)	1:8 (12%)	10 feet



# Boardwalk / Trail Improvements



901 E. Mt. Hope Ave. • Lansing, MI 48910  
(517) 999-2760 Voice • (517) 999-2767 Fax

26 March 2021

Andrea Stay  
DNR Grants Management  
PO Box 30425 Lansing, MI 48909-7925  
RE: Proposed Improvements at Lake Lansing Park North, Ingham County, MI

Andrea:

The purpose of this letter is to express support to improve Lake Lansing Park North, through both the Michigan Natural Resources Trust Fund Grant and the Land and Water Conservation Fund, for the western and eastern sections of the park, respectively. Disability Network Capital Area would like to provide endorsement for this project as a universally accessible improvement to the community.

Disability Network Capital Area works with individuals with a variety of disabilities on a regular basis. The proposed project will not only enhance the quality of life in the region but will also provide universally accessible recreational opportunities for our citizens in the Capital Area. We have had a positive working relationship with Ingham

County Parks in the past, working toward a common goal of maintaining and enhancing the natural aspects of the park, while improving greater access for all individuals.

The proposed project includes a path that is eight feet wide. This width allows for two-way traffic with ample space for two-way traffic and for wheelchair users to be accompanied on the side by walkers. This width includes a tolerance for error and is simple and intuitive. Longitudinal path gradients will not exceed 5%, and slopes exceeding 2% will be minimized in length. The gradients and surfacing allow for low physical effort. The path will allow for flexibility in use, as it accommodates a wide range of preferences and abilities, adaptable to the pace of the user(s).

The crushed compacted limestone section of the path will have a minimum of two-foot buffers on either side of the trail cleared of any obstacles. This width includes a tolerance for error.



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(517) 999-2760 Voice • (517) 999-2767 Fax

The boardwalk section of the path will include curbs at the edges for safety and providing a tolerance for error. The benches will have open spaces at the end so that a wheelchair user can pull up next to the bench, providing for equitable use.

The interpretive signs will be placed on an angle at a lower height so that they can be read by a person in a wheelchair, again, providing for equitable use. They will also include a QR code so that sign information can be read aloud via a smart phone. Four of the fitness stations are accessible, providing for equitable use.

The public depends on communities like Ingham County to help provide recreational opportunities to all residents. Ingham County has demonstrated their commitment to improving recreational opportunities for all residents, regardless of ability. The improvements outlined in the grant application will provide greater access for not only for those who utilize mobility devices, but for all park goers.

Disability Network Capital Area is honored to lend its support for this project to improve access and enhance the overall experience for Ingham County residents. Thank you for your consideration for this very special request. If you have any questions or need for further detail, please feel free to contact me directly at 517-999-7523 (main), 517-896-8039 (work cell), or [eshannon@dncap.org](mailto:eshannon@dncap.org).

Sincerely,

*Erin Shannon*  
Erin Shannon  
BA, LMSW—Clinical  
Program Manager, Community Engagement



## Boardwalk / Trail Improvements

### ► PUBLIC INPUT

- FEB 22, 2021, posted 2/1/21:
  - per the DNR grant requirements
  - Posted on Website (Parks home page, Park Commission page and BOC calendar of events)
- May 24, 2021, posted 5/7/21:
  - Website
  - Facebook
  - Lake Lansing Park North
  - Emailed to those we received correspondence from
  - Emailed to Park Commissioners
- **Park Survey / Questionnaire**
  - Conducted 5/8/21 – 5/16/21
  - 99 respondents

**1,591**

People Reached

**69**

Engagements

**22** Likes, Comments & Shares

**47** Post Clicks

*Facebook May 19, 2021*



# Boardwalk / Trail Improvements

## PROJECT SCHEDULE

04/01/21	DNR Grant submitted
12/15/21	DNR Grant Award
Spr/Sum 2022	Design Work
Sum/Fall 2022	Permitting
Winter 2023	Bidding
Spring 2023	Start Construction





# Questions/Answers



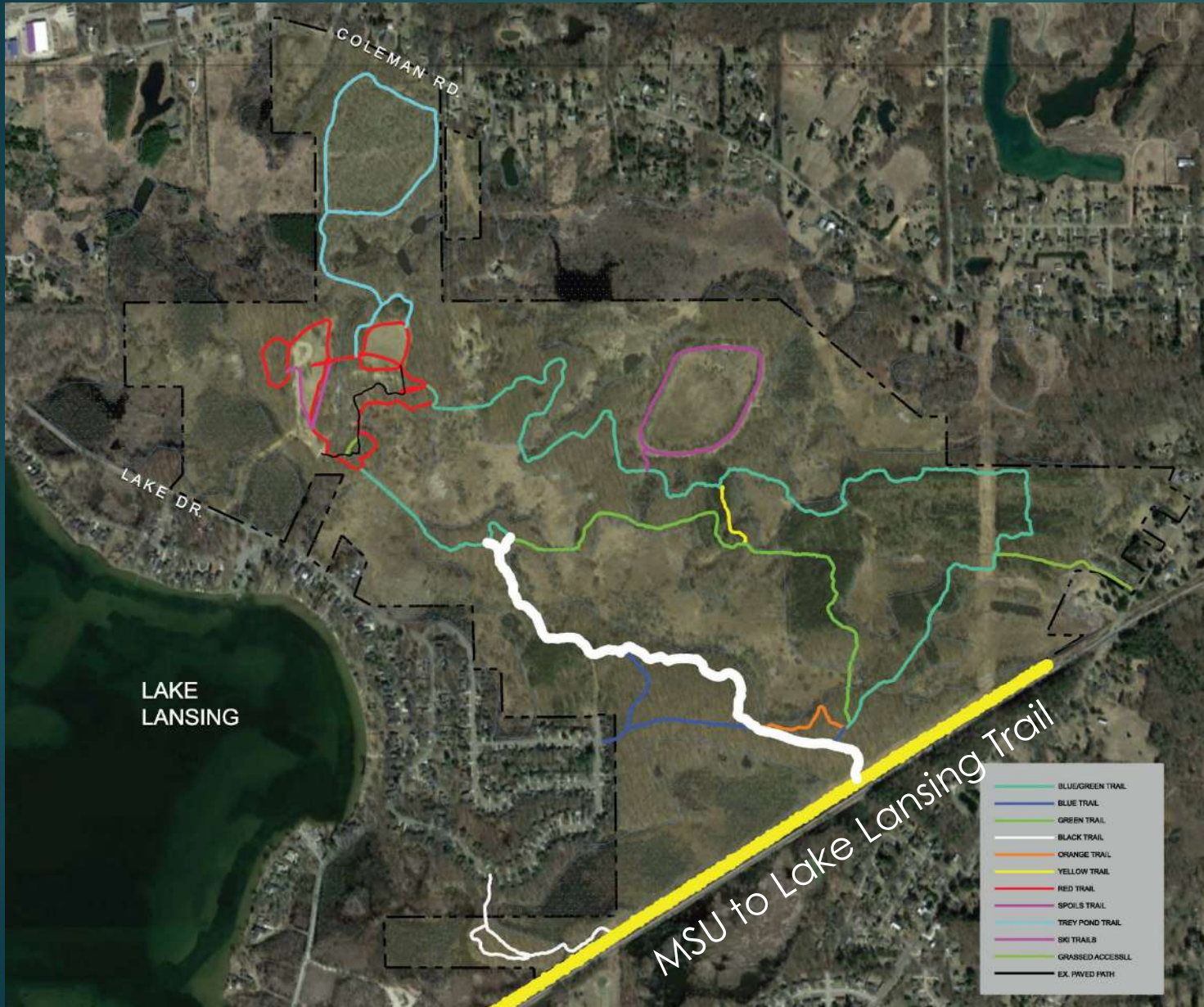
## AGENDA ITEM 5D

- ## ► 2023 Construction





# MSU to Lake Lansing Trail Connector Initial Discussion



- ▶ Future Project to connect LLN to the MSU to Lake Lansing Park North
- ▶ Adds 4900 +/- LF of Crushed Stone Path
- ▶ TOTAL trails with this encompasses less than 30% improved (ADA accessible)

## LAKE LANSING PARK NORTH PROPOSED IMPROVEMENTS

### GENERAL PROJECT INFORMATION

#### **What is the project?**

The project is proposed to improve 1.7 miles of trail in Lake Lansing Park North. Combining this with 0.2 mile of walkway paved in 2019, would provide an ADA accessible loop trail with a distance of 1.9-miles. The 8-ft wide trail is proposed to be surfaced crushed stone (3/8" or less in size) (1.4 miles). The existing boardwalks (0.3 miles) which are deteriorating and unsafe will be replaced. The project is also proposed to provide (10) fitness stations along the trail, mile markers, benches and interpretive signs. The project will also provide a new electric entrance gate and entrance sign.

#### **How is the project funded?**

The County applied for two grants through the DNR Trust Fund (TF) and Land and Water Conservation Fund (LWCF) in April 2021. The local match for the projects will be funded from the Ingham County Trails and Parks Millage. The project amounts are as follows:

LWCF Grant	\$ 500,000
TF Grant	\$ 300,000
<u>Local Match</u>	<u>\$ 781,400 (Local Match from Trails &amp; Parks Millage)</u>
TOTAL	\$1,581,400

#### **What is the project schedule?**

Grants Applied for	April 1, 2021
Grants Awarded	December, 2021
Design Process	Early – Mid 2022
EGLE Permitting	Mid - Late 2022
Construction	April – September 2023

#### **Questions & Answers:**

1. Crushed limestone may be a suitable surface for improving accessibility on certain types of trails, 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. Crushed stone has been used on many types of trails, not only on rail trails, with varying grades. On steeper slopes, the crushed stone can be mixed with a geo-web fabric or binders, or other similar method to stabilize the material and eliminate erosion and displacement issues.
2. Even in the best of conditions, limestone can be difficult to maintain. Crushed stone paths do require more maintenance than paved surfaces, but not more than dirt surface.
3. Will you post a public notice of this proposal at key locations in the park? This project was noticed for public input at the Park Commission on February 22, 2021. This public meeting was a requirement of the DNR grant submittal for funding. The project was also reviewed and approved at a full round of Ingham County Board of Commissioners meetings in March 2021. All meetings were posted as per the requirements of the Open Meetings Act.

An additional public meeting to discuss the Lake Lansing North project is being held at the Park Commission meeting on May 24, 2021. In addition to their normal noticing procedures, the ICPD has also posted notices at the park for this meeting as well as on their facebook page.



4. I would like to understand what loop trail options will remain accessible in Lake Lansing Park North for those on skis or those who do not want to, or are unable to, run or walk on gravel. Refer to the map in the presentation showing the proposed project in relationship to the other paths in Lake Lansing Park North.
5. What is widening and graveling of the paths? What does that look like? Existing paths within the park currently range in width from about 6ft wide +/- to greater than 10ft wide. The project would place crushed stone to a width of 8ft wide, along 1.4 miles of existing path in the park, leaving about 80% of the trails in the park with their natural dirt surface. See photos in the presentation for examples of what it looks like.
6. Are there other alternatives? The goal of the trail improvements is to make a small portion of the trails within the park universally accessible (exceeding the minimum ADA standard). Dirt (existing trail surface) is not an ADA accessible surface. The DNR has never approved dirt as an ADA accessible surface. The existing cross slope (max. 2%) does not meet ADA on the existing dirt trail and in a few areas along the trail the longitudinal slope (max. 5%) exceeds the minimum allowable slope by the ADA.  
Park staff have looked at alternatives to accomplish this goal and is open to other alternatives that are acceptable to the DNR for ADA accessibility. The alternatives looked at were:  
1) concrete/asphalt (hard paving), however because of the conservation easement, these were deemed not acceptable;  
2) poured-in-place rubber was considered however, the park regularly does controlled burns in the park so it was determined that rubber would not be a good alternative;  
3) crushed stone was determined to provide the necessary ADA accessibility on the trail and the best alternative. Furthermore, with the crushed stone, there are methods (i.e. binders, geo-web fabric) that have been looked at to stabilize the stone on steeper slopes to stabilize the material.
7. Is it going to be sharp for runners to run on? Is it going to be hard for toddlers to walk on? Will it jam strollers? What is it? No. All stone particles are 3/8" in size or less and graded smooth and compacted in place. The trail will be designed for universal access.  
  
"Universal Access is the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability." - *US General Services Administration*
8. Is it going to scratch up skis in the winter? Currently we get a few complaints regarding the tree roots damaging skis. So long as there is enough snow, our groomers will pack the snow down enough to make the limestone a non-issue. Unfortunately, we are weather dependent so if there isn't enough snow, skis would be damaged by both the roots, dirt trail, or limestone.
9. The exercise equipment in core nature area is surprising. Don't know what it is. Is it a couple of quiet things, or big blue and orange plastic things right in the middle of where people like to go for nature and see birding and the like? The exercise equipment will be small pods along the trail and placed in areas that are already open; colors will be natural to blend in with the environment.
10. What is the process for involving all of the users of the park? All Park Commission meetings are held monthly; meeting notice follows the Open Meetings Act. Specific projects are advertised for public notice in the same manner, when required by the funding agency. Meeting information can be found at:

Park Commission meeting information can be found here:  
[http://pk.ingham.org/park\\_commission/index.php](http://pk.ingham.org/park_commission/index.php)

Ingham County Board of Commissioners meeting information can be found here:  
<https://bc.ingham.org/Resources/MeetingInformation/BoardofCommissioners.aspx>

11. **What is the process for environmental impacts?** In the development of the project the County will be required to permit the project, due to the wetlands, through the Michigan Department of Environment, Great Lake,s and Energy (EGLE).

The project will replace the existing boardwalks which currently traverse the wetlands and are in very poor condition. New boardwalks will utilize helical piers instead of footings to minimize the impact to the wetlands. Existing wetland soils will be preserved for site restoration in the wetlands.

The remainder of the path through the woodlands will follow the alignment of the existing path except in a few locations where the path will be slightly re-routed to obtain an ADA accessible grade. These relocations will utilize open areas within the woodland to minimize tree removal and impact to the natural environment.

12. **Have there been considerations for the wetland animals who have to traverse the trails, so this doesn't become a barrier to them?** Connecting tubes can be placed under the path for wildlife crossings.
13. **For clarification of the trails being considered for this project, going on the trail in a clockwise direction from the baseball field parking lot, the trails being considered are first the blue/green trail, then the yellow cutoff trail and returning on the green trail. This is also signed on the trail as the one hour ski loop. Is this correct?** Refer to the map in the presentation.
14. **Has this plan been submitted for review by the ADA standards? Has an elevation profile also been submitted with it?** The project has been reviewed by the Capital Area Disability Network staff and a design review letter has been received (see presentation).

The project is still in the conceptual phase for funding, however, once funding is received topographical survey will give the required information to produce profiles showing the existing and proposed surfaces. The goal of proposed trail slopes will be to not exceed 5% longitudinally or 2% cross slope. Once the trail is surveyed, we will determine if there are areas of the trail that might be slightly adjusted in location to meet this slope requirement. Any relocation of the path will consider little to no tree removal.

15. **Is your definition of crushed stone similar to the surface on many rails to trails surfaces ie crushed limestone that is compared down? Not paved?** Yes. There are many locations of trails with crushed stone throughout the State. See responses above.
16. 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. 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 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. With the proposed improvements, the park staff will look at the possibility of maintaining the ski trail to one side of the path, while still allowing walking on the other side. This occurs now, however the grooming machine has difficulty with curves. The other problem affecting the ski trail grooming is dogs walking on the groomed ski trail.

17. I was told the reason for putting down the limestone gravel in Lake Lansing North was to improve accessibility. Who do you see this improved access affecting? One of the goals of the project is to make a small portion of the LLN trails universally accessible to people of all abilities.
18. Who will be able to use it that is unable now? People with varying abilities and disabilities that are currently unable to access the trail.
19. How did you let people know of the public meeting on February 22, 2021? Refer to above question.
20. What is your policy for notifying the public? The public notification policy follows the Open Meeting Act. Moving forward, the Park Commission will discuss their policy of public notice and input for specific projects.
21. Have you looked into the environmental impact of the proposed changes to the trail. From my experience when someone wants to improve the surface of a trail by covering it in crushed stone or paving it, they come in with bulldozers and remove the roots to create a solid bed for the new surface. This trail is crisscrossed with roots. How deeply will they remove them? This will be determined in the design phase of the project, if funding is received. Refer to the project schedule in the presentation. I know when tree roots are damaged it may take up to 3 years for the trees to die. It seems this would also make them more likely to be blown over in the strong winds we get in this park. In these times, we are very aware of the beneficial impact trees have on the removal of CO2.
22. Have you done an environmental impact study? No, an environmental impact study has not been done. It is not required as part of the project. Due to the wetlands, we anticipate and expect to submit a Joint Permit application to the Michigan Department of Environment, Great Lakes and Energy (EGLE) and work through their permit process.
23. There are many small and some larger hills. I have seen crushed stone mostly on “rail to trail” conversions which are fairly flat since trains do not like hills. At what grade is the crushed stone stable and at what grade does it tend to slide downhill. Does use affect this such as foot traffic vs wheels, either bike or wheelchair, etc? Studies show that a crushed stone path will start to lose stability at approximately 6% grade. The proposed trail improvements are proposed to have a maximum 5% longitudinal grade and a 2% cross slope. In those areas that may be steeper (closer to 5%) we will consider adding binders, or geo-web fabric, or other related methods, to stabilize the stone surface.
24. Does the ADA have information or recommendations for the grade that those in wheelchairs can effectively handle? Could this trail even be used by the people to whom you are attempting to make it available? ADA regulated grades are allowed a maximum of 8.33% (1:12), with those exceeding 5% requiring landings, as well as other design requirements. The proposed slopes along the LLN trail are proposed to be designed at 5% or less, with a 2% or less cross slope. These slope requirements have been determined to be acceptable slopes for disabled by the United States Access Board. ([www.ada.gov](http://www.ada.gov))



25. 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? See above responses and the presentation.
26. I heard 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. Who does it make more accessible to? ADA Accessibility will be for people of all abilities and disabilities (i.e. wheelchair, blind, mental, elderly, temporary disabilities, etc.).
27. Want more info on the project and process. See above responses and the presentation.
28. Is the trail surface a function of ADA? Do we have pavement choices? I prefer pavement over limestone, and limestone over dirt.  
Yes, the trail surface is a function of ADA. See questions above discussing alternative surfacing choices.
29. Does the project need to be ADA accessible?  
With alteration of the trail, meeting ADA requirements would be required. The boardwalks are in such a deteriorated condition they need to be replaced; this prompts the trail alteration, which then prompts the requirement to be ADA accessible.

#### OTHER RESOURCES:

1. ADA Design Standards, [https://www.ada.gov/2010ADASTandards\\_index.htm](https://www.ada.gov/2010ADASTandards_index.htm)
2. FAQ: Tips and Techniques for Using Crusher fines Surfacing for Trails, American Trails, <https://www.americantrails.org/resources/faq-tips-and-techniques-for-using-crusher-fines-surfacing-for-trails>
3. The Art of Building Crushed Stone Trails, American Trails, <https://www.americantrails.org/resources/the-art-of-building-crushed-stone-trails>
4. Trail Surfaces, Rails to Trail Conservancy, <https://www.railstotrails.org/build-trails/trail-building-toolbox/design/surfaces/>
5. What's Under Foot, Alta Planning & Design, <https://www.railstotrails.org/resourcehandler.ashx?name=whats-under-foot&id=4587&fileName=AltaTrailSurface.pdf>
6. Constructing Wetland Boardwalks and Trails, Jon Kusler, [https://www.railstotrails.org/resourcehandler.ashx?name=constructing-wetland-boardwalks-and-trails&id=4231&fileName=2\\_boardwalk\\_6\\_26\\_06.pdf%20\(1\)](https://www.railstotrails.org/resourcehandler.ashx?name=constructing-wetland-boardwalks-and-trails&id=4231&fileName=2_boardwalk_6_26_06.pdf%20(1))
7. Developing Trails in Sensitive Areas, Rails to Trails Conservancy, <https://www.railstotrails.org/build-trails/trail-building-toolbox/planning/developing-trails-in-sensitive-areas/>
8. Enforcing the ADA, [https://www.ada.gov/5yearadarpt/ii\\_enforcing\\_pt2.htm](https://www.ada.gov/5yearadarpt/ii_enforcing_pt2.htm)
9. Accessible Trails, [https://www.wta.org/news/magazine/magazine/WA\\_TRAILS\\_07\\_09\\_FEATURE\\_ACCESSIBLE.pdf#:~:text=In%20order%20to%20be%20considered%20ADA%20accessible%2C%20trails,integrative%20trails.%20Though%20ADA%20legislation%20specifies%20that%20cost](https://www.wta.org/news/magazine/magazine/WA_TRAILS_07_09_FEATURE_ACCESSIBLE.pdf#:~:text=In%20order%20to%20be%20considered%20ADA%20accessible%2C%20trails,integrative%20trails.%20Though%20ADA%20legislation%20specifies%20that%20cost)

# **INGHAM COUNTY PARKS & RECREATION COMMISSION**

Meeting of May 24, 2021  
 RESOLUTION # -21

## **RESOLUTION TO AUTHORIZE A CONTRACT WITH SHERRIFF GOSLIN CO. FOR A ROOF FOR THE MAIN SHELTER/WINTER WARMING HOUSE/SKI RENTAL BUILDING AT LAKE LANSING SOUTH COUNTY PARK**

WHEREAS, the Ingham County Parks Department owns and maintains the buildings at Lake Lansing South County Park; and

WHEREAS, the Ingham County Parks Department has a roof replacement plan in place to ensure routine replacement of building roofs; and

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced roofing contractors to enter into a contract for the purpose of supplying and installing standing seam metal roofing on the main picnic shelter/winter warming house/ski rental building at Lake Lansing South County Park; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission approves entering into a contract with Sherriff Goslin Co. for the base bid in the amount of \$33,866.00 for supplying and installing standing seam metal roofing on the main picnic shelter/winter warming house/ski rental building at Lake Lansing South County Park, and a contingency not to exceed \$500.00 to include replacing sheathing, if necessary, at a cost of \$3 per square foot.

BE IT FURTHER RESOLVED, this agreement shall be effective the date of execution through December 1, 2021.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to transfer \$5,666.00 from the Park Department 208 fund balance for the project into line item 228-75999-976000-20P21.

BE IT FURTHER RESOLVED, there is \$28,200.00 available in line item 228-75999-976000-20P21. There is \$500.00 available in line item 208-75500-740000.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports entering into a contract with Sherriff Goslin Co. for the purpose of supplying and installing standing seam metal roofing on the main picnic shelter/winter warming house/ski rental building at Lake Lansing South County Park.

# INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of May 24, 2021

**Motion to Approve Consulting Services for Updating the Ingham County Parks Five-Year Master Plan and Trails and Park Millage Comprehensive Plan**

Move

To approve Consulting Services for updating the Ingham County Parks Five-Year Master Plan and the Trails & Parks Millage Comprehensive Plan. The Ingham County Purchasing Department solicited proposals and vendors submitted bids. Staff recommendations will be made at Park Commission meeting.

TO: Timothy Morgan, Director, Parks Department

FROM: James Hudgins, Director of Purchasing

DATE: May 19, 2021

RE: Memorandum of Performance for RFP No. 59-21 Consulting Services for Updating the Ingham County Park's Five-Year Master Plan and the Trails and Parks Millage Plan

Per your request, the Purchasing Department sought proposals from qualified and experienced firms for the purpose of entering into a contract with the County to provide professional consulting services to assist the Parks Department and Park Commission in updating the Five-Year (2022-2026) Parks and Recreation Master Plan, updating the Trails and Parks Millage Comprehensive Plan, and updating Park Maps.

The scope of services includes, but is not limited to, reviewing and updating the comprehensive assessment of all planned and built trails including land (pavement and bridges) and water trails within the County in compliance with DNR guidelines; attending meetings; conducting an inventory of trail wayfinding signs, parks and recreational facilities; determining cost estimates of priorities of deferred facilities and maintenance needs; identifying priority items; updating County park maps; coordinating field work; obtaining public input; and, providing reports as needed.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	126	40
Vendors responding	4	2

A summary of the vendors' costs is located on the next page.

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](mailto:jhudgins@ingham.org) or by phone at 676-7309.



## SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Update the Five-year Master Plan Total Not-to-Exceed Cost	Update the Trails and Parks Report Total Not-to-Exceed Cost	Cost to Update Parks Maps Total Not-to-Exceed Cost	Grand Total
C2AE	Yes, Lansing MI	\$25,850.00	\$35,443.00	\$4,150.00	\$65,443.00
Spicer Group Inc.	Yes, East Lansing MI	\$20,400.00	\$52,450.00	\$7,650.00	\$80,500.00
GreenPlay LLC	No, Louisville CO	\$108,820.00	\$26,179.00	Included in Master Plan	\$134,999.00
MCKENNA	No, Northville MI	\$120,000.00	\$50,000.00	\$20,000.00	\$190,000.00

**INGHAM COUNTY PARKS & RECREATION COMMISSION**

Meeting of May 24, 2021  
RESOLUTION # -21

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CONTRACT WITH LAUX  
CONSTRUCTION, LLC  
FOR BURCHFIELD PARK IMPROVEMENTS**

WHEREAS, Board of Commissioners resolution 20-303 authorized a contract with Laux Construction, LLC in the amount of \$409,902.73 plus a 16.78% contingency of \$68,809.27 for a total construction cost not to exceed \$478,712; and

WHEREAS, the contract expires on June 30, 2021 and needs to be extended to complete the project due to Covid-19 and contractor delays.

THEREFORE BE IT RESOLVED, that the Ingham County Parks Department authorizes an Amendment to the contract with Laux Construction, LLC to extend the term until October 31, 2021.

BE IT FURTHER RESOLVED, that all other terms and conditions of the contract shall remain unchanged.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports the Amendment to the contract with Laux Construction, LLC to extend the term of the contract.

# INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of May 24, 2021

## AMENDMENT TO THE MOTION APPROVING 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
- 4. The 2022 Service Reduction of \$20,000
- 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 **\$2,708,455.00**  
                     208 Operating Total Expenses **\$2,759,805.00**
- 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.



# #4

## 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.

### Reduction of Services

#### 2. Elimination of Passport program

208-75200-669142 Passports +\$20,000

208-75200-705000 Admin Seasonal Wages -\$20,000

The parks department is pursuing a reorganization in 2021 and this request was included in that proposal. Removal of the passport program will be offset with administrative seasonal wage line item.

### New Appropriations:

#### 3. 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 4<sup>th</sup> year which includes 10 after hour's phone calls for assistance.

# #4

## 4. 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.

## 5. 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.

## 6. 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.

## 7. 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.

## 8. 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

## #4

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.

### 9. **Contractual Services (Millage Mapping)**

**228-62800-818000 (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 line item **228-62800-818000**.

### 10. **Millage Equipment Repair**

**228-62800-932000 (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 line item **228-62800-932000**.

### 11. **Supplies**

**228-62800-726010 (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 line item **228-62800-726010**.

### 12. **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.



# #4

## Revenue Offsets

### 13. 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.

### 14. 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.

### 15. 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.

### 16. 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.

### 17. 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.

## **INGHAM COUNTY PARKS & RECREATION COMMISSION**

Meeting of May 24, 2021

RESOLUTION # -21

### **RESOLUTION TO AUTHORIZE A CONTRACT WITH LOPEZ CONCRETE CONSTRUCTION, LLC FOR A CONCRETE SLAB FOR A STORAGE BUILDING 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 constructing a new concrete slab for a storage building 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 Lopez Concrete Construction, LLC.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission approves entering into a contract with Lopez Concrete Construction, LLC for a total amount not to exceed of \$24,200 for concrete work at Hawk Island County Park.

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through August 15, 2021.

BE IT FURTHER RESOLVED, that there is \$24,200 available in line item 228-75999-976000-20P11 for the project.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports entering into a contract with Lopez Concrete Construction, LLC for the construction of a new concrete slab for a storage building at Hawk Island County Park.

**Directors Report 2021**  
**4/21/21-5/19/21 (May 24<sup>th</sup>, 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 meeting.
- Continued working with staff on the 2022 budget entry. Worked on final edit to 2022 budget in the May PC packets.
- Visited Burchfield Park to discuss the Mountain Bike Dirt School future facility planning.
- Went to Hawk Island (Surprise by staff who planted a Sugar Maple Tree in remembrance of my Father Everett), it was fitting I helped my Dad plant 30 sugar maples 2 inch caliper some 50 years ago at our new home site that my mom still lives at! The trees are 55 years old now and very large, brought back great memories, THANK YOU!
- Attended a kick off meeting at Lake Lansing South and the Boat Launch with Coe, Ian, Zach and ROWE professional for upcoming millage and MDNR Grant projects that will be happening in the next year. Also attended a pre-demolition meeting for the Lake Lansing South rental house. It should be gone by the end of the month.
- Attended a Millage progress update meeting with Nicole Wallace and Tanya Moore from Spicer group.
- Met with Nicole at a LeRoy Township Park to talk about a possible 7<sup>th</sup> round millage projects.
- Met with multiple times and had much correspondence with staff and Spicer group as well as the Park Commission Executive as well as the full PC about the LLN MDNR Grant applications and the project preparing for and responding to questions from constituents preparing for the May 24<sup>th</sup> presentation, question and answers that will be occurring during the Park Commission meeting. Staff spent countless hours the past month on this subject and project.
- Attended a meeting with Stockbridge, with Tanya coordinated by Nicole for 7<sup>th</sup> round millage projects.
- Attended a meeting with Leslie Township, Leslie City, and Road Department with Tanya coordinated by Nicole and the Road Department about an intersection project that ties into a 6<sup>th</sup> round millage project with Leslie Township.
- Conducted weekly Administrative meeting and monthly staff meetings.
- Attended, along with all County Park full-time staff, DEI ( ) training.
- Met multiple times with Human Resources and staff management to talk about Park Department Re-organization process. We hope to have the final documents for a presentation at the Park Commission meeting.
- Attended a Controllers Senior Staff meeting.
- Meet with Executive Director of MParks and the chair-elect and secretary of MParks Trail Focus group which I currently sit as the Chair and discussed the agenda and years planning activities for the section.
- Met with Leslie City, Tanya Moore and Nicole who organized it to talk about 7<sup>th</sup> round millage projects and trails system within the City of Leslie.
- Attended BOC committee meetings Human Services, Finance and a Full BOC meeting with Park Department items.
- Well as I write this I am still playing catch up from my time off to be with my Dad. I am very grateful for that time. Parks have been and continue to be VERY BUSY! Staff is working around the clock to take care of, plan for, and provide OUTSTANDING park amenities to the citizens of Ingham County! I am thankful for the support of the Park Commission, Board of Commissioners, and especially all my STAFF! They're outstanding professionals in the field of Park and Recreation with nearly 200 years of experience collectively to provide for greatness in PARKS!



## May 2021 Hawk Island County Park

- Worked on several bid items and CIP projects.
- Seasonal Employee Hiring and training.
- Submitted building permit for snow tubing storage building.
- Worked with lifeguard instructors to set up lifeguarding courses that staff could attend.
- Beach house water turned on and opened for summer season.
- Repaired splash pad from fire last year.
- Installed new features on splash pad.
- Concrete replacement from concession building to splash pad and installation of new flowerbed.
- Summer prep for opening



## **Lake Lansing Park Report – April**

### **Highlights:**

Attended Staff and Manager Zoom Meetings

Attended Park Commission meeting

Attended SAD meeting

Band Shell Committee meeting

Attended Budget Discussions

Attended several meetings regarding LLN trail grant project

Conducted trail sample surveys with park users

Attended Rental House Demo Pre-Construction meeting

Attended Diversity Training

Attended ROWE kick-off meeting for LLS Beach House and Fence project and Boat Launch Project

Worked with new Marketing Intern on Band Shell season responsibilities

Set beach swim area and buoys

Hired staff

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

GPS LLN trail system with Nicole

Coordinated with Road Department for road grading at LLN

Ian:

Met with Meridian Township and MSU for LLN plant inventory project

Coordinated volunteer groups for putting mulch in playground and painting park structures

Created and ordered new Band Shell Signs and Banners

Created and installed new temporary Boat Launch Sign



LLN Sample Survey



New Temp BL Sign



Park Action Shots



New Landscape Bunks



Putting Beach In





## April - Parks Office Monthly Report

### Meetings/Trainings

Had weekly conference calls for the office staff and staff meeting. Had 2022 budget meeting with managers. Continued training with Nicole. We went over how to put together the 2022 budget for review. Working with Burchfield to get the Camp reservation set up in RecTrac. Updated website accordingly.

### Contracts/Resolutions

Drafted/edited the following resolutions:

- Vehicle entrance fees at Riverbend and McNamara Landing
- Accepting Donations

### Customer Service

We received 506 phone calls in the month of April. 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. Interviewed for the Temporary Office Clerk position and pleased to hire Matthew Anderson. He has extensive clerical and computer skills and we are so happy to have him join our team! Here is a little information from Matt himself:

I am Matthew Anderson but feel free to call me Matt. A local to Lansing, a musician, avid t.v. and movie enthusiast, and lover of Indian cuisine. There's a solid chance I will try to work in references from random shows or 90's R&B music into regular conversation. I've spent some time traveling around the country but always find a home in Michigan. Fortunately, Michigan has a lot of natural beauty to appreciate and explore so I don't mind returning. I have a chocolate lab I adopted named Baci (bah-chi) and two leopard geckos named Stewart and Bonnie McMurray.

I have spent several years fulfilling various administrative roles (mostly through the State of Michigan) but also am fairly tech savvy and tend to pick up things quickly. You can count on me for almost any sort of duty and love to take on projects that allow me to flex some of my lesser utilized skillset.

Things that can be used for persuasion: baklava, nerds rope, vanilla coke, flattery, and/or red bull.



RecTrac and WebTrac

Working on setting up Burchfield camp reservations in RecTrac

Website

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

Accounting/Budget/Payroll

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

## 2021 Parks Budget as of 5/3/21

Revenue				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
600000 Shelter Fees	66,500.00	17,828.00	(48,672.00)	27%
600100 Disc Golf Fees	22,000.00	10,001.00	(11,999.00)	45%
610100 Boat Rental	22,500.00	-	(22,500.00)	0%
610200 Canoe/Kayak Rental	42,500.00	-	(42,500.00)	0%
620000 Boat Launch Fees	17,000.00	-	(17,000.00)	0%
630000 Ski Rental	8,000.00	20,059.00	12,059.00	251%
641000 Food Concessions	48,150.00	-	(48,150.00)	0%
641120 Snowshoe Rental	-	330.00	330.00	
650000 LL House Rent	-	-	-	
652000 Parking Fees	317,846.00	100,645.00	(217,201.00)	32%
652100 HI Snow Hill Admissions	60,000.00	129,955.00	69,955.00	217%
669130 Game Rental	1,000.00	-	(1,000.00)	0%
669140 BUR Tube Rentals	4,000.00	6,612.00	2,612.00	165%
669141 Dog Park Revenue	10,000.00	4,200.00	(5,800.00)	42%
669142 Passport Revenue	20,000.00	-	(20,000.00)	0%
669145 Park Patron Pass	-	662.00	662.00	
688220 Misc Revenue	1,000.00	72.95	(927.05)	7%
671000 Day Camp	10,000.00	-	(10,000.00)	0%
Total Collected Revenue	650,496.00	290,364.95	(360,131.05)	45%
676020 Donations	-	-	-	
698010 Carry Over Surplus Used	25,000.00	-	(25,000.00)	
699000 Revenue TSF IN - F101	1,845,697.00	922,848.50	(922,848.50)	50%
699228 Revenue TSF IN - Millage 228	51,500.00	25,750.00	(25,750.00)	50%
699500 Revenue TSF IN - CAP IMP	25,000.00	12,500.00	(12,500.00)	50%
Revenue Total	2,597,693.00	1,251,463.45	(1,346,229.55)	48%
Personnel Services				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
704000 FT Wages	736,070.00	225,601.65	510,468.35	31%
705000 Seasonal Wages	631,384.00	110,043.00	521,341.00	17%
706000 FT Overtime	4,783.00	4,142.44	640.56	87%



## 2021 Parks Budget as of 5/3/21

706100 On Call Payments	5,320.00	224.00	5,096.00	4%
706700 Seasonal Overtime	1,787.00	-	1,787.00	0%
708000 Meeting Fees	9,750.00	2,250.00	7,500.00	23%
713000 Misc Fringes	-	-	-	
714000 Unemployment	3,726.00	1,717.27	2,008.73	46%
715000 Fica County Share	56,949.00	25,478.59	31,470.41	45%
715050 Liability Insurance	849.00	1,472.35	(623.35)	173%
716020 PHP Health Insurance	152,974.00	57,388.00	95,586.00	38%
716030 Health Waiver	6,451.00	1,261.08	5,189.92	20%
716035 Retiree Hlth Ins Chargeback	41,418.00	13,841.52	27,576.48	33%
716040 Retiree Hlth Ins Trust Chg	33,499.00	11,739.87	21,759.13	35%
716100 Dental Insurance	10,809.00	3,603.60	7,205.40	33%
716200 Vision Insurance	1,559.00	518.36	1,040.64	33%
716450 Seperation Buyout Chgback	13,031.00	4,569.55	8,461.45	35%
717000 Life Insurance	1,320.00	439.20	880.80	33%
717100 Disability Insurance	682.00	226.54	455.46	33%
718000 Retirement Program	162,297.00	50,355.86	111,941.14	31%
718500 Retirement Defined Contr.	5,882.00	2,223.06	3,658.94	38%
720000 Longevity	7,000.00	-	7,000.00	0%
722000 Wkcpmp Insurance	3,383.00	1,258.27	2,124.73	37%
722600 CARES	-	-	-	0%
Personnel Services Total	1,890,923.00	518,354.21	1,372,568.79	27%
Controllable Expenses				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
726010 Supplies	5,000.00	-	5,000.00	0%
726011 Concessions	33,400.00	4,974.44	28,425.56	15%
728000 Printing & Binding	10,000.00	-	10,000.00	0%
729000 Postage	4,500.00	-	4,500.00	0%
730000 Office Supplies	2,800.00	214.60	2,585.40	8%
731000 Photo-Copying & Supplies	600.00	-	600.00	0%
734000 Non-Capital Equipment	4,900.00	-	4,900.00	0%
735100 Controlled Capital Items	-	-	-	

## 2021 Parks Budget as of 5/3/21

740000 Maintenance Supplies	129,136.00	34,764.48	94,371.52	27%
743000 Other Supplies	27,031.00	5,882.84	21,148.16	22%
745000 Uniforms	7,500.00	2,605.53	4,894.47	35%
746010 Clothing Allowance	600.00	90.00	510.00	15%
743100 Small Tools	-	12.50	(12.50)	
747000 Gas-Grease-Oil-Antifreeze	38,000.00	6,097.78	31,902.22	16%
802800 Med Services - Physicals	1,000.00	-	1,000.00	0%
815000 Memberships & Subscriptions	3,500.00	238.84	3,261.16	7%
818000 Contractual Services	24,780.00	13,920.15	10,859.85	56%
PAZO1 POS System	22,230.00	3,271.21	18,958.79	15%
823100 Police Services	-	-	-	#DIV/0!
861000 Local Travel	3,000.00	-	3,000.00	0%
861100 In state Travel	3,100.00	-	3,100.00	0%
861110 Out of State Travel	-	-	-	
890080 Administrative Fees	12,500.00	5,809.59	6,690.41	46%
901000 Advertising	10,750.00	100.00	10,650.00	1%
921050 Telephone	7,900.00	2,227.48	5,672.52	28%
921060 Telephone - Long Distance	-	41.42	(41.42)	
931100 Maint-Related Contractual	37,433.00	3,851.99	33,581.01	10%
932000 Equipment Repair & Maint	50,470.00	19,781.55	30,688.45	39%
942000 Equipment Rental	8,138.00	81.78	8,056.22	1%
957120 Sales Tax	3,650.00	-	3,650.00	0%
957130 Other Taxes	-	-	-	
960000 Training	5,300.00	1,732.26	3,567.74	33%
960080 Staff Development	-	-	-	
967000 Special Project Costs	-	-	-	
21P01 Tree Removal & Reforestation	25,000.00	51,569.08	(26,569.08)	
Controllable Expenses Total	482,218.00	157,267.52	324,950.48	33%
Non-Controllable Expense				
208 Fund	Original	Actual	Available	Percent
911000 Insurance & Bonds	-	-	-	
915050 Liability Insurance	-	-	-	



## 2021 Parks Budget as of 5/3/21

921000 Utilities	81,981.00	23,626.80	58,354.20	29%
921070 Courier Service	1,448.00	-	1,448.00	0%
921150 Telephone Allocation Costs	2,159.00	794.18	1,364.82	37%
943000 IT Operations	36,450.00	7,800.85	28,649.15	21%
943010 Equip Service Charge	42,000.00	10,291.22	31,708.78	25%
943020 Equip Service Charge PC	5,266.00	293.04	4,972.96	6%
943100 Network Maintenance	14,711.00	9,220.95	5,490.05	63%
944000 Vehicle Service Charge	18,999.00	11,026.95	7,972.05	58%
944100 Copier Service Charge	1,538.00	-	1,538.00	0%
Non-Controllable Expense Total	204,552.00	63,053.99	141,498.01	31%
Capital Outlay	20,000.00	-	20,000.00	0%
Transfer Out - F228	-	-	-	0%
Budget		Actual		Percent
Total Revenue	2,597,693.00	1,251,463.45	(1,346,229.55)	48%
Total Expenses	2,597,693.00	738,675.72	1,859,017.28	28%
Difference	-	512,787.73		

208 Fund Balance as of 12/31/20

\$581,719.82

## **Trails & Parks Millage Program Coordinator Report**

**April 2021**

**For: Park & Recreation Commission Meeting- May 24, 2021**

- Met with Nyal Nunn, Younes Ishraidi, Coe Emens, and Tanya Moore about the MSU to Lake Lansing trail
- Met several times to work on the 2022 budget request
- Met with Tim B., Megan, Carter and Kelly to discuss day camp
- Met with MDOT staff, Road Department Staff, Spicer Group, and George Hayhoe to discuss the feasibility study for the Holt to Mason trail connection
- Met with Delhi Township staff, Road Department Staff, Spicer Group and Tim Morgan about project TR070 Holt to Mason Trail, Phase 2
- Met with Debbie Groh from Aurelius Township and Tanya Moore to discuss their upcoming grant application for the next round
- Met with Wanda Bloomquist from Williamstown Township, Tanya Moore and Cliff Walls to discuss wayfinding signage for Red Cedar
- Met with Molly Howlett, Jo Mayer, and Geri Uihlein from Stockbridge and Tim Morgan to discuss possible millage application for next round
- Communicated with Corey Schmidt from City of Williamston to discuss possible millage application for next round
- Completed IT Security training videos
- Participated in the 2021 Pavement and Surface Evaluation Rating Training Webinar
- 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
- Submitted reimbursement requests for the following millage projects
  - Meridian Township project TR002, TR021, TR022, TR023, TR024, TR027, TR047 and TR049
- Delivered permanent plaques for completed millage projects to Meridian Township
- HOMTV interview about the next millage round
- Continued to work with the County attorney on contracts and amendments – requested amendment to FLRT TR085 contract
- Worked with staff on social media updates
- Website updates



- Conference calls with Tanya Moore
- Zoom sessions for office updates
- Ongoing training with Kelly-this month we focused on the annual budget process



Checked out completed millage project TR045 in Leroy Township: Simmons Memorial Park - trail attached to handicap accessible parking. Continued to add photos to website for completed projects.

## FLRT Trail Ambassador Program Coordinator Monthly Report May, 2021

### Events

- Adopt a River – Saturday, May 15
  - Partnered with Lansing Earth Project to clean up on Grand River

### Upcoming Events

- Clean Up REO Town– Saturday, May 22
  - More info at <https://fb.me/e/1sKtVv80I>
- Coffee & Cleanup – Saturday, June 19
  - Benjamin Davis Park
- Coffee & Cleanup – Saturday, July 17
  - Rotary Park
- Coffee & Cleanup – Saturday, August 21
  - Fulton Park
- Coffee & Cleanup – Saturday, September 18
  - Scott Woods Park

### Other Business

- Met with Lansing Earth Project to develop summer cleanup schedule
- Ordered new trail sponsor signs
- Installed new sponsor signs
- Monitored trail project updates & shared via social media

### 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



## 2020 Michigan Natural Resources Trust Fund Recommendations

### **Whitmer signs \$37.8 million Trust Fund bill for outdoor recreation development and acquisition grants**

#### 2020 Development Project Recommendations

Ingham County – Bunker Road Landing Renovations - \$50,000

Development work at Bunker Road Landing to replace the existing canoe/kayak launch and expand the parking lot. The renovation project will include walkway improvements for accessibility.

Ingham County – Lake Lansing Park South Launch and Lot Development - \$300,000

Development project to construct a new accessible canoe/kayak launch and pave the existing gravel parking lot with (2) additional ADA parking spaces. The project also includes additional 6 walkways to connect features for accessibility and a rain garden with native plantings as a natural way to drain the parking area and filter runoff before reaching Lake Lansing.

**From:** [commschafer@aol.com](mailto:commschafer@aol.com) <[commschafer@aol.com](mailto:commschafer@aol.com)>  
**Sent:** Friday, May 7, 2021 5:04 PM  
**To:** Nicole Wallace <[NWallace@ingham.org](mailto:NWallace@ingham.org)>; [john.bollman@ymail.com](mailto:john.bollman@ymail.com)  
**Cc:** Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>; Moore, Tanya M. <[tanyam@spicergroup.com](mailto:tanyam@spicergroup.com)>; Jared Cypher <[JCypher@ingham.org](mailto:JCypher@ingham.org)>; Becky Bennett <[BBennett@ingham.org](mailto:BBennett@ingham.org)>  
**Subject:** Re: Red Cedar River Water Trail

Thank you. I sincerely appreciate your efforts and consideration.

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

From: Nicole Wallace <[NWallace@ingham.org](mailto:NWallace@ingham.org)>  
To: [commschafer@aol.com](mailto:commschafer@aol.com) <[commschafer@aol.com](mailto:commschafer@aol.com)>; [john.bollman@ymail.com](mailto:john.bollman@ymail.com)  
<[john.bollman@ymail.com](mailto:john.bollman@ymail.com)>  
Cc: Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>; Moore, Tanya M. <[tanyam@spicergroup.com](mailto:tanyam@spicergroup.com)>; Jared Cypher <[JCypher@ingham.org](mailto:JCypher@ingham.org)>; Becky Bennett <[BBennett@ingham.org](mailto:BBennett@ingham.org)>  
Sent: Fri, May 7, 2021 4:55 pm  
Subject: RE: Red Cedar River Water Trail

Good afternoon Commissioner Schafer and Mr. Bollman,

Thank you for your email. Currently the Ingham County Parks Department does not own any property along the Red Cedar River. However, we do support water trails as evidenced in our Ingham County Parks and Recreation 2018-2022 Master Plan and Ingham County Trails & Parks Comprehensive Report. Regarding water trails, the Master Plan (page 48) references the Comprehensive Report document (page 24), where there is an entire page dedicated to the Red Cedar Water Trail. These plans are available at the following links:

Ingham County Trails & Parks Comprehensive Report:  
[http://cms3.revize.com/revize/ingham\\_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf](http://cms3.revize.com/revize/ingham_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf)

Ingham County Parks and Recreation 2018-2022 Master Plan:  
[http://cms3.revize.com/revize/ingham\\_parks/Documents/Ingham%20County%20Parks%20and%20Recreation%202018-2022%20Master%20Plan.pdf](http://cms3.revize.com/revize/ingham_parks/Documents/Ingham%20County%20Parks%20and%20Recreation%202018-2022%20Master%20Plan.pdf)

We are in the process of updating both the Master Plan and Comprehensive Report and in the update process we will consider and review what you said here. We will also share your correspondence with our Park Commissioners at their meeting on May 24<sup>th</sup>.

If you want to pass along information or lend your support to any townships or communities along the Red Cedar, there are Ingham County Parks millage grants that are still available to do additional work along the Red Cedar River. Applications for the next millage round are due 7/30/21 and all Ingham County government entities are eligible to apply. Here is the link to the application: [http://pk.ingham.org/trails\\_and\\_parks\\_millage/application.php](http://pk.ingham.org/trails_and_parks_millage/application.php)

Thank you,

Nicole Wallace, CTA (*Certified Tourism Ambassador*™)  
Trails and Parks Millage Program Coordinator  
Ingham County Parks



121 E. Maple St., Suite 102  
Mason, Michigan 48854  
517-244-7195  
[nwallace@ingham.org](mailto:nwallace@ingham.org)  
[www.inghamcountyparks.org](http://www.inghamcountyparks.org)

**From:** [commschafer@aol.com](mailto:commschafer@aol.com) <[commschafer@aol.com](mailto:commschafer@aol.com)>  
**Sent:** Wednesday, May 5, 2021 8:19 PM  
**To:** Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>; Nicole Wallace <[NWallace@ingham.org](mailto:NWallace@ingham.org)>  
**Cc:** [john.bollman@ymail.com](mailto:john.bollman@ymail.com)  
**Subject:** Fwd: Red Cedar River Water Trail

Hi Tim and Nicole,

Please consider the commitment of the local communities and individuals.

A site at Dietz road would also be ideal. Especially, with a new bridge in 2022.

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

From: John Bollman <[johncarlbollman@gmail.com](mailto:johncarlbollman@gmail.com)>  
To: [commschafer@aol.com](mailto:commschafer@aol.com)  
Sent: Wed, May 5, 2021 4:31 pm  
Subject: Red Cedar River Water Trail  
Dear Commissioner Schafer,

Thank you for your interest in expanding recreational opportunities on the Red Cedar River. First let me note that I am a big fan of the Ingham County Parks. The Ingham County Parks Department does an exceptional job. I frequently use both of the parks at Lake Lansing and Burchfield Park. Hawk Island is also one of my favorite biking destinations along the Lansing River Trail.

As I look at parks and recreation opportunities within the county, particularly the eastern side of the county, I believe the most underutilized natural resource is the Red Cedar River. There are certainly a number of parks along its banks and there are some notably beautiful views of the the river from a variety of vantage points. Also, as a Michigan State alum, I particularly love the segment of the river that flows through campus. But the river itself is underutilized as a recreation resource. While the county parks plan does recognize the Red Cedar River Water Trail, until recently, the river has been clogged with logjams. Because of the logjams, except for the segment directly above the confluence with the Grand River, the river has been little used for recreation. However, thanks to the efforts of the Ingham County Drain Commissioner, Williamstown Township through a county trails grant, and a variety of dedicated individuals, many if the logjams have been removed. This once impassable river is now navigable for significant segments. It now has great potential for expanded use for canoeing, kayaking, and fishing. It now has the potential for use as a truly viable water trail--and it can be an extremely valuable recreational resource in Ingham County. In recognition of this potential, City of Williamston, with the assistance of a county trails grant, plans to construct a new canoe and kayak launch site in downtown Williamston below the rapids. The question is how can the Ingham County Parks Department best continue to assist efforts to expand river recreational opportunities for area residents and visitors. The following are my recommendations for the Ingham County Parks and Recreation Commission:

1. Pass a resolution in support of a Department of Natural Resource designation of the Red Cedar River Water Trail.

2. Support the construction of information kiosks at each of the major launch sites along the Red Cedar River Water Trail to provide information regarding the water trail, locations and distances between launch sites, local points of interest, fishing information, and, importantly, safety information.
3. Support the exploration of additional launch sites on the east side of Williamston, such as Dietz Road, where a new bridge is to be constructed, or at Camp Pawapi, through a partnership with the YMCA.
4. Support the exploration of an additional launch site in Webberville, if water levels are sufficient for boating.
5. Support the construction of a boat dock and stairs to an overlook picnic area at the Williamstown Township Park for paddlers using the water trail.
6. Support the construction of a boat launch and an access path at the Red Cedar Roadside Park.
7. Support upgrades to the launch sites at Harris Nature Center and Ferguson Park.
8. Support construction of a launch site at Michigan State University.
9. Support the installation of river distance markers and road crossings along the river.
10. Support an ongoing effort to remove logjams from the river.

The Red Cedar River Water Trail has the potential to provide expanded canoeing, kayaking, and fishing opportunities for area residents and visitors. The river itself is one of the county's most significant resources. It has beautiful stretches for paddling, it is an underappreciated fishery, and it is a valuable wildlife corridor. The addition of bald eagles along its banks are not only an added attraction, but a sign of the vitality of the river. The county's role in providing recreation through its support for this water trail is admittedly different from the role of managing a park. It however, creates an opportunity to partner with the local units of government along the river and with Michigan State University in creating a regionally significant recreational asset. The county can be a key catalyst for both expanding recreation on the river and establishing a designated Red Cedar River Water Trail. The Red Cedar Water Trail really can be another significant feature among the Ingham County recreational assets. Thanks again for your interest and let me know if I can assist you or the parks department in evaluating any of these ideas.

John Bollman  
517-290-3399

**From:** Jeff Potter <[jeff@outyourbackdoor.com](mailto:jeff@outyourbackdoor.com)>

**Sent:** Sunday, May 2, 2021 6:20 PM

**To:** Aengus McIntosh <[aengus.mcintosh@gmail.com](mailto:aengus.mcintosh@gmail.com)>

**Cc:** Lester Coxon <[lescoxon16@outlook.com](mailto:lescoxon16@outlook.com)>; David Rainone <[drainone3@gmail.com](mailto:drainone3@gmail.com)>; Bob Wilson <[Mitrail1955@gmail.com](mailto:Mitrail1955@gmail.com)>; Timothy Morgan <[TMorgan@ingham.org](mailto:TMorgan@ingham.org)>; Tim Barron <[tim@timbarronsradiomichigan.com](mailto:tim@timbarronsradiomichigan.com)>

**Subject:** Neat projects around town...

Hi Friends of the Parks... I recently saw 3 neat projects happening around the county, incl in county parks.

The mtbikers and Burchfield are doing a “dirt school” installation for kids. Amazing! Nice website presentation! ...And it looks like it needs fundraising ... <https://dirtschool.fun>

I finally visited the new farmer’s market pavilion behind the Meridian Mall. Wow! It’s big and it’s set up for a lot of fun. It has a big sponsors sign that shows a big, healthy community private/business tie-in. This seems like the kind of thing that would be great to see more of around town!

Lake Lansing North got a wonderful new trail added — and groomed really nice for skiing last winter. And I see plans and designs for upgrading trails in that park. At least one loop will be paved, another will get limestone.

(I read some info about the limestone and I didn’t see mention that it could help protect the roots now covering some trails from being damaged. People trip on the roots but also they eventually wear away and the trees are hurt when they lose their roots. Ted Black trail has this problem as well — it has TONS of trees tipping over. Not sure if root damage is involved but shallow roots seem unstable. Padding them level with gravel could at least protect the roots and make it so people don’t have a hazard. It’s kind of extreme in places at Lake Lansing.)

Here’s a pic below of the sponsors board at Meridian...

— Jeff P



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

> From: Bob Wilson <[mitrail1955@gmail.com](mailto:mitrail1955@gmail.com)>

> Sent: Sunday, May 9, 2021 1:19 PM

> To: Kelly Burkholder <[KBurkholder@ingham.org](mailto:KBurkholder@ingham.org)>

> Subject: My comments for the LLN hearing

>

> Kelly:

>

> Please include my comments below as part of your hearing on May 24th. Up until yesterday, I had planned on attending this meeting but my son's track meet was rescheduled for that very time and date so I will be unable to appear before the commission and the park and recreation staff to provide my comments. I am submitting my comments here in written form and hope that they will be not just taken in as part of the public record but actually factored into any decisions that the park commission makes on this important proposal.

>

> As you are fully aware I am opposed to the paving of Lake Lansing Park north trails as presented in the February park commission slides from Tanya Moore and the Spicer group which indicated to me that the entire inner loop would be paved with crushed lime stone. As you know, I am not opposed but am on record of supporting making parks and trails more accessible for all but believe that the application of limestone will provide a significant hindrance for the entire user public to use these beautiful natural surface trails. Limestone may be appropriate in certain limited areas and types of trails but they do not belong in the type of terrain that is prominent in Lake Lansing Park North. In my experience with lime stone trails, I have found them to be difficult to properly maintain and also presenting not insignificant potential health and safety risks for both the public and natural resources.

>

> My most significant concern however is not with the substance of the proposal but the way that this was handled. Soon after I learned of this proposal almost by accident, I went out and communicated directly with at least 30 people on the trail none of whom knew anything about this proposal. A survey should've been conducted well before any decision was made to gauge the response of the user public—after all these trails belong not to the commission or to the park and recreation staff but to the people living in the county and those who used them and have supported them for so many years. I think you do a great disservice to the user public when not properly informing them of major proposals that impact the nature and character of the park and trails in Ingham County. Any proposal of this magnitude should be adequately publicly communicated, noticed and adequate opportunities be provided to the public to understand the proposal and to make comment before decisions are made.

>

> Going forward I hope that the entire park commission and the park and recreation staff have learned from this flawed process and that at the very least a new public education and notice and comment process will be implemented for any similarly significant proposal.

>

> Thank you for the opportunity to be heard.

>

>

> Bob Wilson

>

**From:** Jessica Stuart <jessica.m.stuart@gmail.com>  
**Sent:** Wednesday, May 12, 2021 6:48 PM  
**To:** Kelly Burkholder; parks  
**Subject:** Re: Save the Date - May 24th at 5:30pm

Kelly,

Thank you for the information on the park commission meeting. I wanted to share a few comments in advance.

I am a long-time user of the trails at Lake Lansing Park North. I spent time cross-country skiing the trails as a child, started running there as a teenager, worked at the park while in college, and now hike the park often with my kids. I have grown connected to the park and to the natural trails that are truly unique in our area.

When I heard about this project my initial reaction was concern. Concern about paving a large portion of these unique trails with 8' wide crushed limestone and adding unneeded exercise equipment to a natural area. Also, concern about the lack of communication to trail users. I support the aspiration of accessibility and want others to be able to enjoy the trails as I have over the years. I also appreciate the work being done to maintain and improve the park. However, a proposal of this magnitude requires more community input to create a solution that works for all.

Thank you for organizing this session as a step in that direction. I think that there are many other park users who also would be interested in the potential changes to the trails, but aren't currently being reached. Is the information regarding the May 24th meeting being adequately shared? I was out at Park North this past Sunday and noticed two small signs posted with the meeting info. They were not very noticeable and I only spotted them because I was specifically looking to see if the info was posted. Would it be possible to increase the signage at Park North and/or make them larger and brighter?

Thank you and I continue to look forward to learning more about this project.

Best,

Jessica Stuart

On Fri, May 7, 2021 at 1:48 PM Kelly Burkholder <[KBurkholder@ingham.org](mailto:KBurkholder@ingham.org)> wrote:

PUBLIC NOTICE

On May 24, 2021, at 5:30p.m. the Ingham County Park Commission will host a public meeting via Zoom at the following link:

<https://ingham.zoom.us/j/85803175728>

to seek community input regarding park and trail improvements at Lake Lansing Park North.

We would like to encourage citizens to share any ideas of suggestions about this project, particularly those with disabilities. If you are interested, please attend the meeting, or send written comments in advance of the meeting to address the listed below:

For more information, please contact:

Ingham County Parks

PO Box 178

Mason, MI 48854

(517) 676-2233

[parks@ingham.org](mailto:parks@ingham.org)

Kelly Burkholder

Administrative Office Coordinator

Ingham County Parks

121 E. Maple St., Suite 102

Mason, Michigan 48854

517-244-7185

[kburkholder@ingham.org](mailto:kburkholder@ingham.org)

[www.inghamcountyparks.org](http://www.inghamcountyparks.org)



**From:** parks  
**Sent:** Thursday, May 13, 2021 8:01 AM  
**To:** Kelly Burkholder  
**Subject:** Fw: Park improvements at Lake Lansing North

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**From:** Ann Ripberger <[annripberger@gmail.com](mailto:annripberger@gmail.com)>  
**Sent:** Wednesday, May 12, 2021 5:25 PM  
**To:** parks <[parks@ingham.org](mailto:parks@ingham.org)>  
**Subject:** Park improvements at Lake Lansing North

Hello,

I saw a sign today that there are some improvements proposed for Lake Lansing North. While I appreciate making the park more ADA accessible, I hope that the whole trail is not made into a "crushed stone" path. Lake Lansing North is one of the few unpaved, natural trails in the area. I love the park for it, and really hate to see the whole trail replaced with what sounds like a step above gravel.

I might be able to attend the meeting, but I don't know how comfortable I will be speaking about this. Might be an unfavorable opinion given that accessibility is involved.

Thank you,  
Ann

Sent from my iPhone

**From:** parks  
**Sent:** Friday, May 14, 2021 8:14 AM  
**To:** Kelly Burkholder  
**Subject:** Fw: Lake Lansing Park North trail improvements

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**From:** Bryan Beach <[bryanwbeach@gmail.com](mailto:bryanwbeach@gmail.com)>  
**Sent:** Thursday, May 13, 2021 7:09 PM  
**To:** parks <[parks@ingham.org](mailto:parks@ingham.org)>  
**Subject:** Lake Lansing Park North trail improvements

I am sending this email as a written comment for the May 24, 2021 Ingham County Parks Commission meeting. My name is Bryan Beach and I live at 7772 Forestview, Haslett, MI. I recently moved to the area and have greatly enjoyed Lake Lansing Park North over the past year. I both run and cross country ski on the park trails. However, your plan to place crushed limestone rock on the trails will change that. It will make trail running very difficult and possibly dangerous on hills. In addition, it will make cross country skiing impossible by severely damaging the skis of anyone you might attempt to do so. Therefore, I am requesting that you explore other options to make the trails more accessible - specifically options that do not limit other activities that the trails can be used for.

Thank you,  
Bryan Beach

**From:** parks  
**Sent:** Tuesday, May 18, 2021 8:12 AM  
**To:** Kelly Burkholder  
**Subject:** Fw: Proposed crushed stone for North Lake Lansing - opposed!

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**From:** Matthew Comstock <[mjcomsto@fastmail.com](mailto:mjcomsto@fastmail.com)>  
**Sent:** Saturday, May 15, 2021 11:51 AM  
**To:** parks <[parks@ingham.org](mailto:parks@ingham.org)>  
**Cc:** Sarah Comstock <[sscomsto@fastmail.com](mailto:sscomsto@fastmail.com)>; Anna Comstock <[akcomsto@fastmail.com](mailto:akcomsto@fastmail.com)>; Caroline Comstock <[crcomsto@fastmail.com](mailto:crcomsto@fastmail.com)>  
**Subject:** Proposed crushed stone for North Lake Lansing - opposed!

Hello,

I wanted to register a strongly negative comment on the proposal to level and add crushed stone to the paths at the North Lake Lansing park. I am basing my comment on the article I read today in the Lansing State Journal. I read the article in horror! My family and I are big users of the wonderful county parks. We use them in a variety of ways from kayaking, cross-country skiing, walking, mountain biking etc at Burchfield, extensively biking the connected trails networks (Hawk Island, river trails, zoo, etc). We walk and trail run extensively at North Lake Lansing.

The two main trail loops at North Lake Lansing are an amazing resource! They make us so happy! They are unique from most of the other trails in the area in that they are mostly natural, with the exception of the boardwalks. The forest is beautiful with its mix of leafy and evergreen trees. It is fabulous to run there at different seasons of the year. The running paths are unique to the area being mostly natural dirt AND having varying elevation and a winding path. Having spent many years running on concrete, asphalt, indoor tracks and outdoor dirt paths, the dirt paths at North Lake Lansing without a doubt are far softer and easier on the legs/joints etc than paved paths.

I understand generally support the desire to make trails accessible, but that can't be the only consideration. I've hiked extensively in the National Parks, and trails aren't simply leveled and rocked over because the 'must be' because of accessibility. In our specific situation, we have many paved trails that are accessible to all, but how many trails do we have like at North Lake Lansing? If there are any others like that, I'd really like to know. I guess I could try running the mountain biking terrain at Burchfield, but that doesn't seem like a great idea.

Exercise stations? I really hope these are intended to be added to the 'park-like' areas of the park (near the playground and picnic shelters) NOT along the natural forest paths.

I strongly urge you to preserve the natural trail experience at North Lake Lansing. Please maintain the boardwalks as necessary.

The North Lake Lansing natural trails are one of the jewels of the area and a highlight of my life – please consider very carefully how you change them.

Very sincerely yours,

Matt Comstock



**From:** parks  
**Sent:** Tuesday, May 18, 2021 8:10 AM  
**To:** Kelly Burkholder  
**Subject:** Fw: Lake Lansing Trail Improvements

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**From:** Roger Eberhardt <[roger\\_eberhardt@hotmail.com](mailto:roger_eberhardt@hotmail.com)>  
**Sent:** Sunday, May 16, 2021 1:30 PM  
**To:** parks <[parks@ingham.org](mailto:parks@ingham.org)>  
**Subject:** Lake Lansing Trail Improvements

Regarding proposed trail improvements at Lake Lansing Park North:

Please do not use crushed stone on any part of the trail system. It bruises feet of walkers and runners, it destroys the bottom of cross country skis, it is extremely difficult to push any hard rubber tired device (such as a stroller, wheelchair, or walker) through, it does not support crutches, and unless it is regularly maintained, it washes out into ruts that can hurt ankles.

As a very frequent user of the park system, including the Lake Lansing parks, I ask that no crushed stone be used on trails.

Roger Eberhardt  
812 Piper Rd  
Haslett, MI 48840

**From:** parks  
**Sent:** Tuesday, May 18, 2021 8:09 AM  
**To:** Kelly Burkholder  
**Subject:** Fw: Lake Lansing Park North

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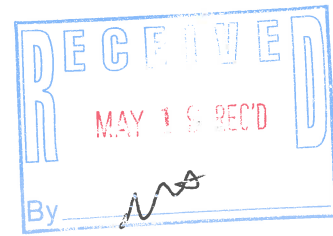
**From:** john covell <[covell5386@sbcglobal.net](mailto:covell5386@sbcglobal.net)>  
**Sent:** Monday, May 17, 2021 1:58 PM  
**To:** parks <[parks@ingham.org](mailto:parks@ingham.org)>  
**Subject:** Lake Lansing Park North

To: Tim  
Morgan

From: John Covell 6156 E.Lake Dr. Haslett, Mich. I have lived at this location for 38 yrs. I have XC skied at the NORTH PARK most of those years. Crushed lime stone would ruin XC skiing. Simply put, it won't work. This will rip your skis up. Your ski rental business would be gone. What are you going to do with all that equipment? Sell it for a loss? Dog walking on the trails would also be gone. Dogs don't wear hiking boots. Thier feet could not handle the stones. I must say most dog walkers have their dog on a lease, GOOD. The crushed limestone is NOT going to make the park more accessible for handicap people. Another annoyance would be an electric gate. The more tech you have, the more problems. I notice we have live concerts schedule for June at the South Park. That means we could have a live meeting at the south park pavillion. Don't use CO-19 as an excuse. Thankyou for reading my message; JOHN. Home Ph.# 517-339-9940

Monday, May 17, 2021

Ingham County Parks Department  
P.O. Box 178  
Mason, MI 48854



Attn: Tim Morgan, Director

The following is in response to the article titled "Crushed stone opposed for trail" which appeared in the Lansing State Journal on May 15, 2021.

Lake Lansing Park North is a wonderful place for children and adults to walk in the woods and experience nature that is minimally impacted and 'improved' by people. This park's trails need maintenance that preserves their natural character, which includes dirt, and mud when wet, surfaces.

The proposal to cover even part of the dirt trails with crushed limestone is problematic. Crushed limestone is rough and can be sharp. It can cut hands and knees when young children trip and fall, is uncomfortable for animal feet, and moves and makes noise when walked upon.

As for other materials, please do not even consider rubber surfaces for any of our parks. That material breaks up into particles, especially if a shredded mulch, and becomes dust that should not be inhaled. Asphalt should also not be used as it has its own environmental concern besides being unacceptably hard, like concrete.

Packed dirt or specially cut boards could be used if smooth access to replaced boardwalks is really necessary. There would be little concern about degradation of such boards if a composite (recycled plastic) material were used. If wood is used, then boardwalk entry boards may need to be periodically replaced but that would likely not require any more maintenance over time than the monitoring and refilling of a crushed stone surface.

As for fitness stations, the article did not say where they would be located. Please keep them out of the woods. One of the big charms of Lake Lansing Park North is its peacefulness and the calming affect it has as one walks the trails. The place for fitness stations is near sport areas where such physical exercise is already taking place.

Thank you.

Deborah Miller  
2757 Del Mar Dr.  
Okemos, MI 48864