

AGENDA

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

The packet is available on-line by going to bc.ingham.org, choosing the "Events Calendar," and clicking on Monday, November 15, 2021

Monday, November 15, 2021

PUBLIC MEETING

To Hear Suggestions and Comments from the Public
Regarding the 2022-2026 Master Plan

5:30pm

Ingham County Human Services
Building #3
Room D & E
5303 S. Cedar St.
Lansing, MI 48911

and

PARKS & RECREATION COMMISSION MEETING

**Start Time: Immediately Following
Adjournment of Public Meeting**

1. **Call to Order – Public Meeting**
2. **Pledge of Allegiance**
3. **Public Meeting**
The purpose of this Public Meeting is to Hear Suggestions and Comments regarding the 2022-2026 Master Plan
4. **Adjournment – Public Meeting**
5. **Call to Order – Parks & Recreation Commission Meeting**
6. **Approval of Minutes**
Minutes of October 25, 2021 regular meeting will be considered - [Page 4](#)
7. **Limited Public Comment ~ Limited to 3 minutes with no discussion**
8. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions

9. INFORMATIONAL ITEMS

- A. 2023 US Women's Disc Golf Championship Event - [Page 9](#)
- B. Recognizing Paul Malewski, Mayor of Eaton Rapids

10. DISCUSSION ITEMS

- A. Lake Lansing Disc Golf - [Page 10](#)

11. ACTION ITEMS

- A. Michigan Clean Boats, Clean Waters Grant application - [Page 20](#)
- B. Eaton Rapids MOU - [Page 26](#)
- C. Final review of Master Plan including Action Plan items – [Page 34](#)

12. ADMINISTRATIVE REPORTS

- A. Director - [Page 43](#)
- B. Park Managers - [Page 45](#)
- C. Administrative Office - [Page 50](#)
- D. Millage Coordinator Report - [Page 52](#)
- E. FLRT Trail Ambassador Report – [Page 54](#)

13. Board/Staff Comments

14. Correspondence and Citizen Comment – [Page 55](#)

- A. County Holidays 2022
- B. LSJ Article: Why Potentially Toxic Blue-Green Algae is getting worse in Michigan

15. Limited Public Comment ~ Limited to 3 minutes with no discussion

16. Upcoming Meetings

Date: December 13, 2021; Time: 5:30pm
Parks & Recreation Commission Meeting
Hilliard Building
Room A

17. Adjournment

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

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

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5:30pm

PUBLIC MEETING

**To Hear Suggestions and Comments from the Public
Regarding the 2022-2026 Master Plan**

- 1. Chair to Call Public Meeting to Order**
- 2. Introductions**
- 3. Chair to State Purpose of the Public Meeting and Inform the Public of the Commission's Rules for Public Meetings**
 - A. Any member of the public may address the Commission for up to (3) minutes per individual as scheduled on the agenda at the beginning of each meeting, and up to three (3) minutes at the end of the meeting at the time scheduled on the agenda for public comment.
 - B. At the discretion of the President, this time may be extended by granting an additional one (1) minute.
 - C. During an agenda item, members of the public may not address the Commission unless recognized by the President.
- 4. Limited Public Comment**
- 5. Chair to have Recording Secretary Read into the Record any Correspondence Received**
- 6. Chair to Open Public Comment**
- 7. Chair to Adjourn Public Meeting**

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
October 25, 2021

The Ingham County Parks & Recreation Commission held a Regularly Scheduled Meeting at Burchfield County Park.

Board Members

Present: Matt Bennett, Cherry Hamrick, Steve James, Simar Pawar, Paul Pratt, Commissioner Chris Trubac, and Michael Unsworth

Absent: Commissioner Emily Stivers, Chris Swope, Stephanie Thomas

Also Present: Park Director Tim Morgan, Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace, Burchfield Park Manager Tim Buckley, Deputy Controller Jared Cypher

Call to Order: Chair Bennett called the Regularly Scheduled Parks & Recreation Commission meeting to order at 5:35pm

Minutes: **Moved by Ms. Pawar and Supported by Ms. Hamrick** to approve the September 20, 2021 minutes of the regular meeting as written: **Yes-7; No-0. MOTION CARRIED.**
Moved by Ms. Hamrick and Supported by Ms. Pawar to approve the September 27, 2021 minutes of the regular meeting as written: **Yes-7; No-0. MOTION CARRIED.**

LIMITED PUBLIC COMMENT

None

LATE ITEMS / CHANGES / DELETIONS

None.

DISCUSSION ITEMS

Audit – Deputy Controller Jared Cypher

Deputy Controller Cypher went over the millage audit findings. The main issue was with the language in the resolutions, which has been resolved, Ms. Wallace worked with Ms. Meyer in Financial Services to ensure the resolutions are written with the proper language moving forward. Deputy Cypher stated that a separate issue to consider is how much to fund in the seventh round. In reviewing Spicer Group's projections, the Controller's office recommended identifying +/- \$3 million in projects for the seventh round. In addition, Deputy Cypher recommends reducing the upfront payments for the grants from 50% to 25% since there is only \$4.5 million dollars remaining now to the end of the millage, and some of the existing projects will come in over budget and he foresees them coming back for more money. Commissioner

Trubac stated we may want to consider awarding less than the \$3 million since projects are costing significantly higher.

7th Round update

Ms. Wallace went over the scoring criteria and deadline of November 22nd for the Park Commissioners to review the applications and score. Ms. Wallace stated that at the December meeting we will go over results and then in January we will present to the Board of Commissioners our recommendations.

ACTION ITEMS

Amendment to Consulting Services Contract with Spicer

Ms. Pawar asked if the additional cost were due to the Lake Lansing North limestone issue. Mr. Morgan stated that it wasn't all because of Lake Lansing, but would get the breakdown from Spicer Group and pass on to the Park Commission.

RESOLUTION #30-21 TO RECOMMEND AN AMENDMENT TO THE CONTRACT WITH SPICER GROUP, INC.

WHEREAS, the Board of Commissioners passed Resolution 20-560 to authorize a three year contract with Spicer Group Inc., for the purpose of providing consulting services to and assisting the Ingham County Parks staff of millage related items; and

WHEREAS, an additional \$25,000 may be necessary to complete additional tasks within the current contract scope for the balance of the year; and

WHEREAS, there are funds available in line item 228-62800-728000 (\$12,000), 228-62800-861100 (\$3,000), and 228-62800-901000 (\$10,000).

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends the Ingham County Board of Commissioners authorize an additional not to exceed \$25,000 for an Amendment to the Contract with Spicer Group, Inc. to provide consulting services.

BE IT FURTHER RESOLVED, the Controller/Administrator is authorized to transfer \$12,000 from 228-62800-728000, \$3,000 from 228-62800-861100 and \$10,000 from 228-62800-901000 into line item 228-62800-802000.

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

Moved by Mr. Unsworth and Supported by Mr. Trubac that Resolution #30-21 be approved as written. Yes-7; No-0. MOTION CARRIED.

Mid-Michigan Mountain Bike Association MOU

RESOLUTION #31-21 RECOMMENDING A MEMORANDUM OF UNDERSTANDING WITH MID-MICHIGAN MOUNTAIN BIKE ASSOCIATION

WHEREAS, it has been determined that Burchfield County Park would benefit from the expertise and involvement of the Mid-Michigan Mountain Bike Association (MMMBA); and

WHEREAS, MMMBA has agreed to work with Ingham County Park staff for mutually beneficial programs, projects and bicycling activities at Burchfield County Park; and

WHEREAS, the Memorandum of Understanding would provide for an active partnership with MMMBA to plan, build, maintain and promote designated mountain bike, multi-use trails, and mountain bike skills areas for the expanded use and enjoyment of mountain bike riders on Ingham County Parks trail systems; and

WHEREAS, the MMMBA and Ingham County Parks are agreeable to this arrangement, as reflected in the attached Memorandum of Understanding between the parties.

THEREFORE BE IT RESOLVED, the Ingham County Parks & Recreation Commission hereby supports the attached Memorandum of Understanding with the Mid-Michigan Mountain Bike Association (MMMBA).

BE IT FURTHER RESOLVED, the term of the Memorandum of Understanding shall be from the date of execution until January 1, 2032.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission recommends a memorandum of understanding with Mid-Michigan Mountain Bike Association.

Moved by Ms. Hamrick and Supported by Ms. Pawar that Resolution #31-21 be approved as written. Yes-7; No-0. MOTION CARRIED.

Kassbohrer All Terrain Vehicles

Discussion ensued in regards to the posted mechanics position.

RESOLUTION #32-21 RECOMMENDING A PURCHASE ORDER WITH KASSBOHRER ALL TERRAIN VEHICLES AS A SOLE SOURCE VENDOR FOR PREVENTATIVE MAINTENANCE SERVICE OF THE SNOW GROOMER AT HAWK ISLAND

WHEREAS, Kassbohrer All Terrain Vehicles is the manufacturer and sole source vendor for preventative maintenance of snow groomer; and

WHEREAS, the Hawk Island snow groomer is a specialty piece of equipment that needs regular yearly maintenance; and

WHEREAS, the Ingham County Parks Department is requesting authorization to transfer funds from the vacated mechanics wage line items 208-75300-704000 (33.33%), 208-75500-704000 (33.33%) and 208-75600-704000 (33.33%) to line item 208-75200-932000 from last day of work until the end of the year in order to pay for equipment repair until a mechanic is hired in 2022; and

WHEREAS, a portion of this amount will be used for this sole source purchase in the amount of \$3,686.24 and a 20% contingency of \$737.25 for a total not to exceed \$4,423.49 to be transferred into line item 208-75200-932000.

THEREFORE BE IT RESOLVED, that the Ingham County Parks and Recreation Commission hereby supports a Purchase Order to be issued to Kassbohrer All Terrain Vehicles as a sole source vendor for preventative maintenance services in the amount not to exceed \$4,423.49.

BE IT FURTHER RESOLVED, that the Ingham County Parks and Recreation Commission hereby supports the transfer of additional funds as maybe necessary from the vacated mechanics wage line item to line item 208-75200-932000.

BE IT FURTHER RESOLVED, that the Ingham County Parks and Recreation Commission supports the purchase order with Kassbohrer All Terrain Vehicles as a sole source vendor for preventative maintenance service of the snow groomer at Hawk Island.

Moved by Ms. Pawar and Supported by Mr. Unsworth that Resolution #32-21 be approved as written. Yes-7; No-0. MOTION CARRIED.

ADMINISTRATIVE REPORTS

Director ~

No Comments.

Park Managers ~

No Comments.

Administrative Office ~

No Comments.

Financial Report ~

No Comments.

Millage Coordinator Report ~

No Comments.

FLRT Trail Ambassador Report ~

No Comments.

BOARD/STAFF COMMENTS

No Comments.

LIMITED PUBLIC COMMENT

No Comments.

Adjournment:

There being no further business, the meeting was adjourned at 6:45pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

October 18, 2021

Michael Downes
Events Manager, PDGA
International Disc Golf Center
3828 Dogwood Lane
Appling GA USA 30802-3004

RE: 2023 US Women's Disc Golf Championship Event

Dear Mr. Downes:

On behalf of the Ingham County Parks Department, I am enthusiastically writing this letter to support the 2023 US Women's Disc Golf Championship in our area. Burchfield County Park was fortunate to host this event in 2018 with great success. It would be an honor to have this event return to this region and played on the two championship courses that Ingham County Parks maintains and manages.

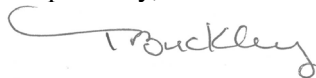
Burchfield County Park has excellent staff, facilities, and a strong partnership with the local disc golf club, Capital City Renegades, to support such an event. Along with the two well-maintained 18-hole disc golf courses, there is spacious parking, several pavilions, 3 universally accessible bathrooms, and 540 acres of green space. We are conveniently located near Lansing, Michigan, which is a large diverse metropolitan area. Additional amenities such as, food, entertainment, shopping, and lodging are within close proximity of the park.

Another benefit has been the collaboration with Capital City Renegades. They have been instrumental in course design and layout at Burchfield County Park. CCR plans, coordinates, and directs several large tournaments a year at the park, including Men's PDGA pro events. They work closely with us, offering recommendations for course improvements and input on additional maintenance needs. Their expertise would ensure this event ran seamlessly.

We take pride to uphold high standards for grounds upkeep and maintain clean and safe facilities. I firmly believe we would be a perfect fit for this largescale tournament. Both Renegades Trail and River's Edge courses are among the top rated courses in the State of Michigan and regularly see players from all over the state as well as the country. Please consider us for the 2023 U.S. Women's Disc Golf Championship when reviewing our bid. If you or other committee members would like to see our courses in person, it would be a pleasure to give a tour of our facilities. If you have any questions, please do not hesitate to contact me directly at 517-749-3177 or tbuckley@ingham.org

I look forward to hearing from you and the selection committee!

Respectfully,



Tim Buckley, Park Manager

Disc Golf at Lake Lansing Park North

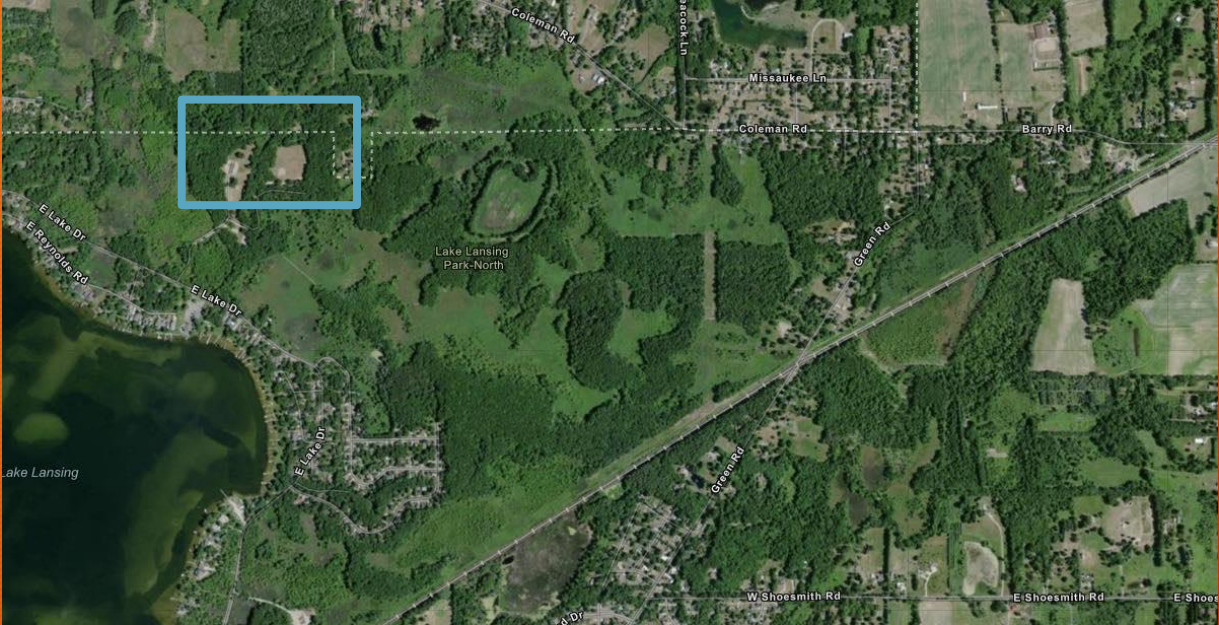
A lifetime activity for the community.

What's the goal?

- 18 Hole Disc Golf Course
 - Located at Lake Lansing Park North
 - Targeting Beginner to Intermediate in Difficulty
 - 1 Tee & 1 Target per hole
 - Designed by Lake Lansing Staff & CCR Disc Golf Club
 - Retain existing “nature-centric” identity
 - Complement other disc golf courses in the area

Where?

North-West area of Lake Lansing Park North



Why?

- First disc golf course in Haslett.
 - None in Okemos, East Lansing, Bath, Williamston.
- New amenity to LLN - Potential for added revenue through parking fees and shelter rentals.
- Relatively low environmental impact.
- Lifetime Sport / Inclusive / Low Physical Stress
- Ranked high in 2021 park survey
- Bring additional events and exposure to LLN

When?

- Design will begin once the project has been approved.
- Design can take up to 3 months, and will remain subject to change until all holes have been laid out and cut in.
- Ideal time to begin construction would be 2022.
- Project could take up to one year for completion and is subject to fluctuate pending time appropriated to project by staff and volunteers.
- Would require area at LLN to be cleared of debris prior to/during course design & install.

Who?

- Lake Lansing Park Staff
 - Experienced Course Designer
- Capital City Renegades
 - Local Disc Golf Club

How?

- Will require a time commitment from staff at Lake Lansing Park.
- Will utilize volunteer service from the local disc golf club and other community members.
- Will complete the project in a manner that is environmentally responsible.
- Will design the course in a fashion that highlights nature and the variety of flora and fauna that exist within the park.
- Will design the course with the intent to provide a safe activity for the community.

Associated Costs

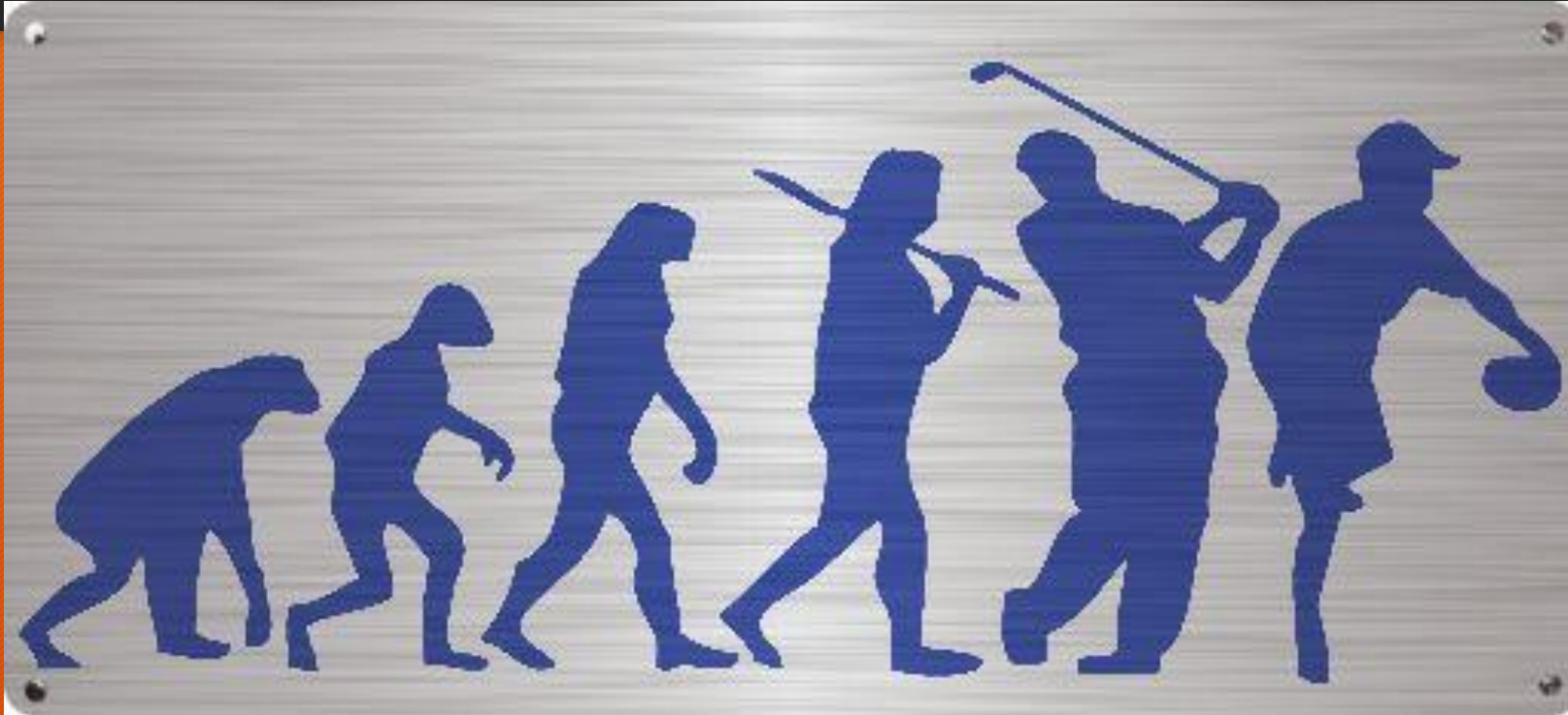
- 18 Targets & Anchors
- 18 Concrete Tee Surfaces
- 18 Tee Signs & Map Kiosk
- Trash cans, Benches & Erosion Control Supplies
- Bridges & Stairs - Can be built by park staff.
- Lumber, concrete, flagging, & soil/gravel for construction.
- Equipment Rental

Requested Budget = \$50,000

Considerations

- Location in park at LLN is currently underutilized.
- Used Targets vs. New Target (Burchfield).
- Documented increase in attendance and revenue (Burchfield).
- Potential to continue improving Lansing's presence in disc golf through the installation of additional courses of varying skill levels.

Thank you!



Questions?

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 15, 2021

Motion to Recommend Applying for a Michigan Clean Boats, Clean Waters Grant

Move

To support Ingham County Parks to apply for a Michigan Clean Boats, Clean Water Grant which would provide the Ingham County Parks with a CD3 Roadside tool station.

MICHIGAN CLEAN BOATS, CLEAN WATERS GRANT APPLICATION



PROGRAM REQUIREMENTS

By completing this application, you agree to the following if your proposal is funded:

- A minimum of three in-person (or virtual) outreach events must be held with CBCW outreach materials.
- Grantee and/or volunteers are required to review CBCW training materials (approximately 1 hour of reading/viewing).
- Grantee and/or volunteers must collect and report data on the number of boaters reached, volunteer hours (if applicable), number of outreach materials distributed, and locations (minimum of waterbody name, county, and township) of outreach materials/events.
- Outreach materials and grant funded activities should be completed within the project period time and not occurring in future dates.
- A year end narrative report of activities and expenditures. Requires a minimum of five photos of products and/or outreach conducted. Narrative report is due December 31, 2022.
- Receipts/invoices will be submitted for reimbursement by December 31, 2022.

Materials must have approved messaging consistent with outreach campaigns in use in Michigan prior to publication. All materials will be submitted to grant administrators at least 30 days prior to printing for publication for approval.

Grantee must have permission from boat launch owners and/or managers prior to any project implementation. For example, DNR Parks and Recreation Division may require a use permit for any events held at DNR owned/managed boating access sites.

Grantees are expected to include recognition of assistance received from the Michigan Clean Boats, Clean Waters program in any promotional or informational materials produced about or by the grant project. Examples of these materials include descriptions of the project in newsletters, informational flyers, signage, or press releases regarding the project. MSU Extension and EGLE logos should not be used on materials to represent support. The Great Lakes Restoration Initiative and the Michigan Clean Boats, Clean Waters program name and/or logo should be used on all materials. The following language is required for signs and written materials: This project was funded by the Michigan Clean Boats, Clean Waters program with Great Lakes Restoration Initiative funding.



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MICHIGAN CLEAN BOATS, CLEAN WATERS GRANT APPLICATION



GRANT APPLICATION

Your Michigan Clean Boats, Clean Waters application will need to include the following items: contact information, budget, and grant narrative. Please use this application to submit your information. If you are unable to use this form, please contact Kelsey Bockelman (bockelm4@msu.edu). Funding will only be granted to applicants with complete and eligible applications. Applications should be submitted to Kelsey Bockelman (bockelm4@msu.edu), Paige Filice (filicepa@msu.edu), and Kevin Walters (waltersk3@michigan.gov). The deadline for applications is **December 17, 2021**, and applicants will be alerted in February 2022 of their award. This funding opportunity is competitive, and complete applications will be ranked based on eligibility, project significance, and overall strategy.

GRANT APPLICANT CONTACT INFORMATION	
Organization name	Ingham County Parks-Lake Lansing
Organization type (e.g., lake association, watershed group)	Government-Parks Department
Contact name	Ian Londo
Mailing address	121 East Maple Street P.O. Box 178 Mason, MI 48854
Email address	Ilondo@ingham.org
Telephone number	517-730-1269

EXAMPLE BUDGET

Provide an itemized budget in a separate document. See the Clean Boats, Clean Waters grant website (www.micbcw.org) for a template. Budget should include a brief description of items, estimated costs, and locations where outreach materials will be shared. All expenses should be directly linked to project goals. Total funding requests should be between \$1000 and \$3000. Refer to the budget example below for examples of funding requests and formatting. This is an example budget; it does not include all possible expenses.

Boat launch signs and rack cards are available through the Michigan Department of Environment, Great Lakes, and Energy at no cost while supplies last. See the Clean Boats, Clean Waters [website](#) to learn more.

NOTE: Ineligible expenditures include but are not limited to the partial purchase, upkeep and/or the maintenance of a mechanical boat washing station (i.e., boat cleaning systems using high pressured water, waterless decontamination systems) and indirect costs and fringe for staffing.

BUDGET EXAMPLE

Category	Brief Expense Description	Estimated Cost	Locations (if applicable)
Volunteer materials	CBCW t-shirt, apron, hat		
Signage	Aluminum signs and posts for X boat launches		
Advertising	Paid advertising for clean, drain, dry		

MICHIGAN CLEAN BOATS, CLEAN WATERS GRANT APPLICATION



GRANT NARRATIVE

Limit the narrative section to a maximum of 1,000 words. The grant narrative should address the following four questions:

1. What is the purpose for requesting grant funds? Include a project summary, long-term vision, and anticipated outcomes.

Ingham County Parks of Lake Lansing and the Lake Lansing Special Assessment District have always been partners in trying to clean up Lake Lansing and rid it of Aquatic Invasive Species. We are always looking for new innovative ways to keep a local gem of Ingham County at the best quality. Not just to benefit the lake association but to keep clean water around for generations to enjoy. Without this beautiful body of water, the greater Lansing area would lose a major recreation and natural amenity to our ecosystem. It would not only hurt the amount of recreation the surrounding area has to enjoy but also the environmental impacts it would cause would be substantial.

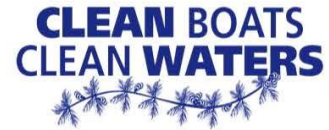
We feel by adding another piece of knowledge and equipment such as the CD3 Roadside to the park it will not only help today in educating people but future generations as well in how they boat and use the water. Lake Lansing south sees a great deal of kayak and paddle board launching from its shore and with the installation of a new easy kayak launch coming in the Spring of 2022 we feel this unit will see a greater increase in launches of kayaks and paddle boards. We feel that these water users often are not aware of the aquatic invasive species and the laws because they are often launching from areas where there might not be educational material. By adding a CD3 unit, we would be able to not only reach boaters and give them access to education and tools for cleaning their boats but to people of all generations and backgrounds that visit the park in a way that could contribute to positive use throughout the State of Michigan.

If Ingham County were be awarded this grant we feel we would be a leader in adding one of these units and others might soon follow and start adding similar cleaning stations to their kayak and paddle board launching areas.

2. List the activities planned to achieve your goals. Include a timeline for each activity and location (be as specific as possible) where outreach events and/or outreach items will be distributed.

Lake Lansing South Unit would hold at least 3 events to promote and achieve our goals in educating the public about clean Boats, Clean Waters. The goal would be to hold one event every month throughout the summer as to influence as many users of the park as possible. We plan to educate all paddlers who would be using the new multi-use pier/beach area to launch a boat about the new station and about Aquatic Invasive Species. We feel this would also be a good opportunity to reach many of park patrons, not just boaters. As the area of the dock and boathouse, see many daily users from fishing, to running, to swimming, to renting pedal boats. We also feel that we would be reaching and influencing people from around the surrounding areas and the state, not just Ingham County as we see many users from all over the surrounding areas.

MICHIGAN CLEAN BOATS, CLEAN WATERS GRANT APPLICATION



3. Why is this organization interested in implementation of boater outreach through the CBCW program?

Ingham County Parks and particularly Lake Lansing have had a long-term relationship with Clean Boats Clean Waters program through Michigan State University and through our local CISMA partner. It has always been a goal to continue this tradition of keeping and promoting a clean Lake Lansing. We have continued that effort by having the local CISMA help train volunteers in hopes to volunteer weekends of CBCW days at our main boat launch where they educate and inspect boats for Invasive Species. By adding the Kayak/Paddle cleaning station at the Lake Lansing South Unit, it will allow us to reach another level of boaters. Paddlers are a major user of Lake Lansing South, and we believe we will see numbers continue to rise due to awarding of a Universal Kayak launch off the multi-use pier. The South unit of Lake Lansing is visited by hundreds of people daily; by adding boater outreach materials and information we will not only be outreaching to paddlers about Aquatic Invasive information, but will also inform any person who is in the park and walks past this material. This would be a substantial outreach project and educate many who may not be aware of how harmful Aquatic Invasive Species can affect our lives. It will not only reach the people of Haslett and Ingham County but will spread awareness throughout the State from users of different cities, towns, and counties.

4. What is the staffing capacity of this organization or proposed partners who would participate in the outreach events?

In an effort to maximize the outreach of events, Lake Lansing South Park would have no issues staffing an event with either seasonal summer workers or a more in-depth event where local CISMA partners would assist in an event. We also have a great relationship with the Michigan State University mobile boat wash team and have continued yearly to hold at least one event to educate boaters about keeping waters clean and to proper ways to clean ones boat. No matter where an event is held in the lake Lansing Units, they all coincide with the other units and will be helpful with all three in educating the public of the importance of Aquatic Invasives. We will also be using our social media channels to reach and educate others that may not be aware of the new station as well as invasive species. We often have at least one seasonal that is doing an internship that would be a good fit for promotion of the events and lead them as well as a marketing intern to help with the digital outreach.

Lake Lansing Clean Boats/Clean Waters

**We will be building a Kayak stand on our own to provide for the cleaing site*

Area	Items	Quantity	Itemized Cost (\$)			Total Cost (\$)		
			Estimated	Actual	Difference	Estimated	Actual	Difference
Lake Lansing South	CD3 Roadside tool station	1	\$2,600.00	\$2,600.00		\$2,600.00	\$2,600.00	\$0.00
Lake Lansing South	AIS Signage/Recognition	1	\$300.00	\$300.00		\$300.00	\$300.00	
Lake Lansing South	Cement for pad	4-80 lb bags	\$5.00	\$20.00		\$20.00	\$20.00	
Lake Lansing South								
Lake Lansing South								
Lake Lansing South								
					\$0.00	\$0.00	\$0.00	\$0.00
					\$0.00	\$0.00	\$0.00	\$0.00
					\$0.00	\$0.00	\$0.00	\$0.00
Subtotal			\$2,905.00	\$2,920.00	\$0.00	\$2,920.00	\$2,920.00	\$0.00
Unexpected Costs (add 30% estimated)								
Total costs			\$2,905.00			\$2,920.00		

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 15, 2021

Motion to Support the Memorandum of Understanding (MOU) with the City of Eaton Rapids

MOVED BY

SUPPORTED BY

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their November 15, 2021 meeting.

TO: Board of Commissioners Human Services Committee
FROM: Tim Morgan, Parks Director
DATE: November 22, 2021
SUBJECT: City of Eaton Rapids MOU
For the meeting agenda of 12/6/21 Human Services and 12/8/21 Finance

BACKGROUND

The purpose of the Memorandum of Understanding (MOU) is to cooperate with the City of Eaton Rapids in their efforts to create and operate a watercraft rental facility utilizing the Grand River, as well as addressing the increased usage of said landings by the general public in recent years. See attached resolution for details.

ALTERNATIVES

Without the Memorandum of Understanding, Ingham County Parks would not have the expertise and assistance of the City of Eaton Rapids.

FINANCIAL IMPACT

There are no financial impacts.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

Ingham County Parks and the City of Eaton Rapids have agreed to the attached MOU. The Parks & Recreation Commission supported this resolution with the passage of a motion at their November 15, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing a MOU with the City of Eaton Rapids.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF
EATON RAPIDS**

WHEREAS, the City of Eaton Rapids and Ingham County Parks are agreeable to this arrangement, as reflected in the attached Memorandum of Understanding between the parties.

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes the attached Memorandum of Understanding with the City of Eaton Rapids.

BE IT FURTHER RESOLVED, the term of the Memorandum of Understanding shall be for ten years.

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

MEMORANDUM OF UNDERSTANDING

Between

City of Eaton Rapids And

The County of Ingham acting on behalf of the Parks Department

This **MEMORANDUM OF UNDERSTANDING** (hereinafter referred to as “**MOU**”) is hereby made and entered into by and between the **CITY OF EATON RAPIDS** (hereinafter referred to as the “**City**”) and the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the “**County**”) acting on behalf of the Ingham County Parks Department.

PURPOSE:

The purpose of this MOU is to cooperate with the City of Eaton Rapids in their efforts to create and operate a watercraft rental facility utilizing the Grand River, as well as addressing the increased usage of said landings by the general public in recent years.

NOW THEREFORE, for and in consideration of the mutual covenants hereinafter contained, **IT IS HEREBY MUTUALLY AGREED**, as follows:

A. Ingham County Parks will:

1. Work with the City of Eaton Rapids to identify opportunities to promote non- motorized watercraft activities on the Grand River.
2. Provide the daily maintenance of boat landings that fall under the jurisdiction of the parks department to include Burchfield Park, McNamara Landing and Bunker road landing.
3. Provide restroom facilities and waste removal for those times the landings are in operation.
4. Cooperate with the City of Eaton Rapids when possible to improve Bunker Road Landing to provide greater capacity and accessibility.
5. Provide access to Bunker road and McNamara landings for use of the City of Eaton Rapids rental facility.

B. City of Eaton Rapids will:

1. Work together with the County on future Bunker Landing improvements. The City would, in general work cooperatively with the County to obtain all necessary plans and permits, and would also purpose and explore funding options for park improvements either through mutual grant opportunities, fundraising opportunities or in-kind services and materials donations toward the project.
2. The City will cooperate with the park staff or provide volunteers in efforts to monitor and clear the Grand River of debris and blockages from Eaton Rapids Landing to McNamara Landing making safe passage for recreational boaters utilizing this stretch of the river.
3. Offer input and assistance to the County in its efforts to pursue the removal of the Bridge that is

behind the English Inn. if possible.

4. Utilize Bunker road and McNamara landings primarily as a pick up point and allow limited parking for rental customers at the landings when County is given advance notification and mutually agrees to such arrangement.
5. While utilizing Bunker Road and McNamara landings for their livery the City must utilize the designated loading and unloading only zones and work cooperatively with Ingham County Park's livery program to share these drop off spots and provide unloading and loading as quickly as possible working together so both programs run smoothly for the patrons of both programs.
6. Allow the use of Eaton Rapids landing for Ingham County Park's boat livery.
7. Provide the daily maintenance of boat landings that fall under the jurisdiction of the City to include Eaton Rapids Mill Pointe Park Landing.
8. Provide restroom facilities and waste removal for those times Mill Pointe Park Landing is in operation.

C. LIABILITY.

1. All liability to third parties, loss or damaged as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the City of Eaton Rapids in the performance of this MOU shall be the responsibility of the City of Eaton Rapids and not the responsibility of the County, if the liability, loss or damage is caused by or arises out of the actions or failure to act on the part of the city of Eaton Rapids, any volunteer, subcontractor, or anyone directly or indirectly employed by the City of Eaton Rapids. Nothing in this MOU shall be construed as a waiver of any governmental immunity by the City, its employees, or its agents.
2. All liability to third parties loss or damage as a result of claims, demands, costs or judgements arising out of activities such as the provision of policy and procedural direction, to be carried out by the County if the performance of this MOU shall be the responsibility of the County if the liability, loss, or damage is caused by or arises out of the action or failure to act on the part of any County employee or agent provided that nothing herein shall be construed as a waiver of any governmental immunity by the County or its employees as provided by statute or court decisions.
3. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the County and the City of Eaton Rapids in fulfillment of the their responsibilities under this MOU, such liability, loss or damage shall be borne by the County and the City of Eaton Rapids in relation to each party's responsibilities under these joint activities provided that nothing herein shall be construed as a waiver of any governmental immunity by the County or the City or their employees, respectively, as provided by statute or court decisions.

D. INSURANCE.

The City of Eaton Rapids shall maintain general liability insurance, workers' compensation insurance, automobile insurance, and professional liability insurance for the duration of this MOU and will provide a copy of the policy limits and certificates of insurance upon request of the County. The County shall

maintain general liability insurance, workers' compensation insurance, automobile insurance, and professional liability insurance for the duration of this MOU and will provide a copy of the policy limits and certificates of insurance upon request of the City.

E. NON DISCRIMINATION.

The City of Eaton Rapids as required by law, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment,, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, gender identity, disability that is unrelated the individual's ability to perform the duties of a particular job or position, height with or marital status. The City of Eaton Rapids shall adhere to all applicable Federal. State and local laws, ordinance, rules and regulations prohibiting discrimination, including, but not limited to the following:

1. The Elliott-Larsen Civil Rights Act, 1976 PA 453 as amended;
2. The Persons With Disabilities Civil Rights Act, 1976 PA 220 as amended
3. Section 504 of the Federal Rehabilitation act 1973, P.L. 93-112.87 Stat 355, and regulations promulgated thereunder: and
4. The Americans with Disabilities Act of 1990, P.L. 101-336. 104 Stat 327, as amended and regulations promulgated thereunder.

Breach of this section shall be regarded a material breach of this MOU. In the event City of Eaton Rapids is found not to be in compliance with this section, the County may terminate this MOU effective as of the date of delivery of written notification to the City of Eaton Rapids.

F. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. FREEDOM OF INFORMATION ACT (FOIA). Any information furnished to the Ingham County Parks under this instrument is subject to the Freedom of Information Act (5 U.S.C. 552).
2. PARTICIPATION IN SIMILAR ACTIVITIES. This MOU shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.
3. TERMINATION. Any of the parties writing, may terminate this MOU in whole, or in part at any time before the date of expiration.
4. PRINCIPAL CONTACTS. The principle contacts for this MOU are:

Ingham County Parks Contact	City of Eaton Rapids Contact
Contact: Tim Buckley, Burchfield Park Manager	
Phone: 517 676-2233	Phone:
E-Mail: tbuckley@ingham.org	E-mail
Ingham County Parks Administrative Contact	Eaton Rapids Administrative Contact
Contact Tim Morgan- Director of Parks	Contact

Phone: 517-676-2233	Phone
E-mail: tmorgan@ingham.org	E-mail

6. COMMENCEMENT/EXPIRATION DATE. This MOU is executed as of the date of last signature and is effective for a term of 10 years, at which time it will expire unless extended by mutual agreement of the parties.
7. WAIVERS. No failure or delay on the part of either of the parties to this Agreement in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.
8. AGREEMENT MODIFICATIONS. All modifications to this Agreement must be mutually agreed upon by the parties, and incorporated into written amendments to this Agreement after approval by the County’s Board of Commissioners, and signed by their duly authorized representatives.
9. PURPOSE OF SECTION TITLES. The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.
10. COMPLETE AGREEMENT. This Agreement contains all of the terms and conditions agreed upon by the parties hereto and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.
11. SEVERABILITY. If any of this Agreement is found by a Court or Tribunal of competent jurisdiction to be invalid, unconstitutional or beyond the authority of either party to enter into or carry out, such part shall be deemed deleted and shall not affect the validity of the remainder of this Agreement which shall continue in full force and effect. If the removal of such provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall terminate as of the date in which the provision was found invalid, unconstitutional or beyond the authority of the parties.
12. GOVERNING LAW. This Agreement shall be interpreted under the laws of the State of Michigan.
13. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT. The people signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that this Agreement has been authorized by said parties.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

COUNTY OF INGHAM

CITY OF EATON RAPIDS

By: _____
 Bryan Crenshaw, Chairperson
 Ingham County Board of Commissioners

By: _____
 Paul Malewski
 Mayor

By: _____
 Laura Boomer
 City Clerk

Date:

Date:

APPROVED AS TO FORM FOR
COUNTY OF INGHAM
COHL, STOKER & TOSKEY, P.C.

By: _____

APPROVED AS TO FORM
FOR CITY OF EATON RAPIDS
THE HARKNESS LAW FIRM, PLLC

By: _____

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 15, 2021

Motion to Support the 2022-2026 Master Plan

MOVED BY

SUPPORTED BY

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their November 15, 2021 meeting.

TABLE 21: MAJOR CAPITAL PROJECTS

MAJOR CAPITAL PROJECT PLAN							
Park	Priority	Project	Project Timeline				
			Millage/ Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
LLN	A <i>Applied DNR April 1, 2021</i>	Trail Loop and Boardwalk replacement, Phase 1 & 2 (ADA accessible trail loop)	\$781,500	MDNR LW \$500,000 TF \$300,000	1-Apr-21	\$1,581,500	1,3,4
LLN	A <i>Apply for DNR April 1, 2022</i>	MSU to Lake Lansing Trail - internal connector	\$315,000	MDNR LW \$300,000	1-Apr-22	\$615,000	1,3,4
LLN	A <i>Applied for Round 7 T&P</i>	Boardwalk Replacement – remaining boardwalks	\$471,400	NA	1-Apr-21	\$471,400	1, 3, 4
LLS	CIP Annual Request	Update landscaping and add trees (ongoing coop with Ingham County District)	TBD			\$50,000	1,6,8
HAWK	A <i>Submit DNR Grants 2021</i>	Boardwalk Replacement, Phase 1 & 2, fishing pier, and trail replacement	\$923,500	MDNR LW \$430,400 TF \$300,000	1-Apr-21	\$1,653,900	1,3,4,5, 7
HAWK	A <i>Apply for DNR April 1, 2022</i>	Boardwalk Replacement, Phase 3, fishing pier, and trail replacement	\$327,700	MDNR LW \$327,700	1-Apr-22	\$655,400	1,3,4,5, 7
BUR	A <i>Applied DNR April 1, 2021</i>	Cabin rentals at McNamara, accessible loop trail, well and pump house replacement	T&P Round 6 \$300,000; \$10,000 topo	MDNR LW \$500,000	1-Apr-21	\$810,000	3,4,5,6, 8

MAJOR CAPITAL PROJECT PLAN							
Park	Priority	Project	Project Timeline				
			Millage/ Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
BUR	A <i>Applied DNR April 1, 2021</i>	Fishing pier, bridge over Peppermint Creek, ADA parking, amenities at Riverbend Natural Area	T&P Round 6 \$100,000; \$10,000 topo	MDNR TF \$150,000	1-Apr- 21	\$260,000	1,3,4,5, 7
MULTI	A	Provide Broadband Internet Service; Security Cameras strategically located throughout parks	TBD	ARP		TBD	1,3,5,6, 7
MULTI	CIP Annual Request as part of ongoing park budget	Add amenities to parks / trails (i.e viewers, bike facilities / parking, fix-it stations, drinking fountains, outdoor showers, interpretive signs, mile markers, etc.)	TBD	CIP annually as needed		\$50,000 per year	1,3,5,6, 8
MULTI	1	Administrative Office transitional move from the Hillard building to all three of the County Parks; Satellite office locations at all three locations	TBD	TBD		TBD	1,3,6,7
BUR	1A	Multi-purpose conversion of Woodsong shelter to Day Camp / Winter Sports ski rental building (feasibility study & cost estimate)	TBD	NA		\$50,000	1,3,5,6
LLS	1B	Carousel Building Renovation- Feasibility study and cost estimate	TBD	NA		\$50,000	1,3,5,6

MAJOR CAPITAL PROJECT PLAN							
Park	Priority	Project	Project Timeline				
			Millage/ Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
BUR	2 Investigate Develop	Add a Zip line activity - consider contract with "High Ropes" or "Go APE" typd company - collaborative effort	TBD	TBD		TBD	1,5
BUR	3	Improve Disc Golf courses, and/or other recreation amenities	TBD	TBD MDNR Grant(s)		\$50,000	1,3,5,6
LLN	3A	Add Disc Golf course, and/or other recreation amenities	TBD	TBD MDNR Grant(s)		\$50,000	1,3,5,6
HAWK	4	Replace / Update Splash Pad amenities, features, shade. Build above ground pump house (eliminate pit) to store all mechanical; update utilities as needed and add shower tower	TBD	TBD		\$500,000	1,3,5,6
LLS	5	Improve walk / entrance signage at Marsh / Lake Lansing	TBD	TBD		\$50,000	1,3,4,6
LLB	6	Run storm / water to new boat washing station (work with Meridian Township)	TBD	ARP CIP Millage Grants		\$10,000 2022 Request	1,2,5,8
BUR	7	Replace Playground with new universally accessible play area	\$500,000	MDNR LW \$500,000		\$1,000,000	1,3,5,6

MAJOR CAPITAL PROJECT PLAN							
Park	Priority	Project	Project Timeline				
			Millage/ Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
LLN	8	Replace play area, improve basketball, volleyball, pitcher mound (eliminate ballfield / backstop), cornhole, birdwatch viewers and signage	\$300,000	MDNR TF \$300,000		\$600,000	1,3,4,5
LLS	9	Upgrade playground and renovate trike track; consider alternatives to trikes; fix drainage issues	TBD	TBD		\$750,000	1,3,5,6
LLS	10	Replace or renovate Hill restroom	TBD	TBD		\$300,000	1,2,3,5,6
MULTI	11	Replace lighting at tubing & sledding hills and parking lots at Burchfield and Hawk	TBD	TBD		\$50,000 per park	1,3,5,6
MULTI	12	Investigate municipal hook ups for water and sewer and replace wells and septic. *		ARP CIP Millage Grants		\$1,000,000 per park	1,2,8
MULTI	12A	*Replace well, pressure tanks, and irrigation lines throughout park		ARP CIP Millage Grants		\$300,000 per park	1,2,8
BUR	13	Multi-purpose conversion of Woodsong shelter to Day Camp / winter sports ski rental building	TBD	TBD		\$300,000	1,3,5,6,7
LLS	14	Splash Pad / skating rink combo refrigerated	TBD	TBD		\$750,000	1,3,5,6

MAJOR CAPITAL PROJECT PLAN							
Park	Priority	Project	Project Timeline				
			Millage/ Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
BUR	15	Riverbend Natural Area – Install new Vault Toilet (CXT); New Well and Pump House	TBD	CIP Millage Grants		\$300,000	3,5,8
LL- Boat	16	Phase 2 improvements: per park master plan	\$500,000 \$300,000	MDNR LW \$500,000 TF \$100,000		\$750,000	1,3,5,6
BUNK	17	Bunker Phase II: Develop per Master Plan	TBD	TBD		\$200,000	1,3,5,6
LLS	18	Replace fencing with new ornamental fencing along Marsh.	TBD	TBD		\$150,000	1,2
HAWK	19	Playground Renovation	TBD	TBD		\$500,000	1,3,5,6
MULTI	20	Repave parking lots and entrance roads for all Hawk; Repave Burchfield entrance drive	TBD	No grant		\$250,000 Hawk \$100,000 Burchfield	1,3,4
BUR	21	Pave Parking lot to Beach restroom with ADA spaces, include Winter Sports Building lot and park entrance, and inner trail loop connectors to existing facilities and around pond to all rental docks and piers	\$500,000	DNR LW \$500,000		\$1,000,000	1,3,5,6
LLS	22	Carousel building - convert to public rental and expand maintenance building	\$500,000	DNR TF \$300,000 LW \$500,000		\$1,300,000	1,3,5,6

MAJOR CAPITAL PROJECT PLAN							
Park	Priority	Project	Project Timeline				
			Millage/ Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
LLS	23	Boardwalk with gazebo	\$300,000	DNR-TBD \$300,000		\$600,000	1,3,5,6
LLS	24	Rental Umbrellas, cabanas and chairs	TBD	TBD		\$50,000	1,3,5,6
LLS	25	Add storm drainage to fix drainage issues; County recently upgraded / replaced storm system outside park to hook into (work with Drain Commission)	TBD	ARP CIP Millage Grants		\$200,000	1,3,8
MULTI	26	Acquire land in the south or outlying areas of County	TBD	TBD		TBD (based on fair market value)	1,5,6

TOTAL: \$17,357,200**

** This is a rough estimate of the total cost of improvements listed in the Five-Year Major Capital Plan. These estimates will need to be refined in order to ensure adequate funding.

TO: Board of Commissioners County Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: November 22, 2021
SUBJECT: Adopt the Ingham County Parks Master Plan
For the meeting agenda of 12/6/21 Human Services and 12/8/21 Finance

BACKGROUND

This resolution asks the Board of Commissioners to adopt the 2022-2026 Ingham County Parks Master Plan as presented by the Ingham County Parks & Recreation Commission. The Parks Master Plan is intended to provide general guidelines for the orderly development of the County Park system. The plan is based on feedback from 2,200 area residents, park users, park staff, and others who participated in an online survey in July of 2021. At the May 17, 2021 Human Services meeting the McNamara Landing and Riverbend Natural Area Vehicle entrance fees was discussed and passed with the 2022 budget in October. As the Park Director stated at the May 17, 2021 Human Services meeting, a poll could be presented to visitors in regards to charging fees. The results from the Master Plan were as follows:

Would you support the normal vehicle entrance fee for parking at McNamara Landing and Riverbend Natural Area? This would provide seasonal staff presence on-site to help control parking and provide a sense of security.

Yes 48%

No 23%

No opinion/Do not know 29%

Additionally there was also a public hearing on November 15, 2021.

The plan is available for review at <https://pk.ingham.org/>

ALTERNATIVES

In order to remain eligible for state and federal grant programs it is necessary that the Ingham County Parks Master Plan be updated every five years

FINANCIAL IMPACT

The plan can be amended at any time by the Park Commission and Board of Commissioners, and carries with it no commitment on the part of the Board of Commissioners to fund any particular recommendation contained within the plan.

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution with the passage of a resolution at their November 15, 2021 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend authorizing the resolution to adopt the Ingham County Parks 2022-2026 Master Plan.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ADOPT
THE INGHAM COUNTY PARKS AND RECREATION 2022-2026 MASTER PLAN**

WHEREAS, the Ingham County Parks and Recreation Commission has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2022 through 2026; and

WHEREAS, the Ingham County Parks and Recreation Commission began the process of developing a community recreation and natural resource conservation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities; and

WHEREAS, residents of the Ingham County were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan; and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days; and

WHEREAS, a public hearing was held on November 15, 2021 at the Human Services Building in Lansing, MI to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the Ingham County Parks and Recreation 2022-2026 Master Plan; and

WHEREAS, the Ingham County Parks and Recreation Commission has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the Ingham County Parks and Recreation Commission; and

WHEREAS, after the public hearing, the Ingham County Parks and Recreation Commission recommended adopting the Ingham County Parks and Recreation 2022-2026 Master Plan at their December 13, 2021 meeting.

THEREFORE BE IT RESOLVED the Ingham County Board of Commissioners hereby adopts the Ingham County Parks and Recreation 2022-2026 Master Plan.

BE IT FURTHER RESOLVED, that the goals and objectives for 2022 through 2026, as stated in the Master Plan, shall be construed as desirable goals only with no implied commitment on the part of the Board of Commissioners to fund any particular recommendation contained therein.

Directors Report 2021**10/20/21-11/9/21 (November 15th, 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.

- Visited all Parks.
- Ongoing working with staff and met with LAP consultants for two grants at Hawk Island for work to be done on the south side of the lake with piers, accessibility and shade shelters as well as parking improvements for McNamara Landing.
- Ongoing working with staff and met with ROWE consulting for three grants at Lake Lansing South and the improvements at the Boat Launch. The Boat Launch RFP is out on the street for bids.
- Attended a couple Millage progress update meeting with Nicole Wallace, Brian Collins, and Tanya Moore from Spicer group.
- Worked with Admin Staff and Field staff on grant spread sheets in preparation of RFP's for construction on all active grants at Lake Lansing Parks, Hawk Island, and Burchfield Parks.
- Assisted the Friends of the Ingham County Parks with their quarterly meeting and have been working with staff on items to help them moving forward with web site, fund raising, and other items. Will share this with the Park Commission once the Friends Board approves these items.
- Had a full staff meeting to discuss multiple parks items.
- Attended a MParks Public Policy meeting.
- Continued working with staff on discussion of potential Administrative move to the park(s), also working with Facilities and IT on this as well and is still early in the planning for this I believe we may be looking at a Design Build concept for these.
- Conducted weekly Administrative meeting.
- Continued working with Human Resources and staff management to talk about Park Department Re-organization process. As soon as we get the go from HR we will present this at a future Park Commission meeting, they are hopeful for the December Park Commission meeting.
- Attended Fair/Parks/Zoom/Deputy Controller meeting.
- Attended several Controllers Senior Staff meeting.
- Attended BOC committee meetings Human Services, Finance and a Full BOC meeting with Park Department items.
- Rode the Inner Urban Trail and looked at the test stone area at Lake Lansing North with Nicole Wallace and we were able to see the progress of their projects.
- Continued working with Spicer and Staff on the Parks 5-year master plan and Trails and Parks Master Plan updates.
- Fall is a great time of year, hopefully you have spent some time outside and in one our beautiful County Parks!



Part of new widened sidewalk MSU to Lake Lansing Trail connector to Lake Lansing South Park

November 2021 Parks Commission

Meeting Monthly Report

Hawk Island County Park Staff

- Per public poll, the new picnic cabanas on the south side of the lake will be named Grand, Red Cedar, and Sycamore. (from west to east)
- Installed 2 more donation benches on west side of lake.
- Worked with Landscape Architects and Planners for grant project on south side of the lake.
- Opened reservation slots for snow tubing hill.
- Began to split firewood for winter.
- Put up warming building and prepped ticketing area.
- Winterized Beach bathrooms.
- Winterized drinking fountains and irrigation system.
- Attended multiple meetings.
- Worked with vendors for heater replacement at Red Tail shelter.
- Worked with vendors for irrigation pump repair.
- Worked with Animal Control on a couple of incidents within Soldan Dog Park.
- Began permitting process with City of Lansing and EGLE for snow tubing storage building.



Lake Lansing Park Report – October/November

Highlights:

Attended Staff and Manager Meetings

Attended Band Shell meeting

Worked with Tim M and ROWE to review LLS bathhouse designs and Boat Launch project

Attended meetings regarding LLN trail grant project

Met Tim M and Jared Cypher to look at stone path project and boardwalks

Met with Tim M and office staff to discuss grant funding status

Attended Pre-Bid meeting with Jim Hudgins, Doug Schultz from ROWE, and 2 interested vendors to discuss boat launch project

Worked with Emma W. on RecTrac issues at Park

Attended satellite office discussions

Received new AIS system for Boat Launch project

Started sending our requests for bid for boulders and split rail fence for LLS project

Ian worked on getting ski inventory and establishing a spec sheet for RFP

Ian working on Clean Boats, Clean Waters grant for kayak AIS system

Park staff assembled ski rental walls, cut wood, mulched leaves, and winterized buildings

New CD3 Aquatic Invasive Species system:



Stone path after one week and heavy rain:



Sea plane sighting on beach:



Burchfield Park October/November Manager's Report

- Attended Staff and Manager's Meeting Oct. 26th
- Order 2022 annual disc golf FOBs
- Follow up on Day Camp licensing
- Service park equipment in absence of mechanic position
- Continue registering vaccinated employees in HR portal
- Close seasonal bathrooms and winterize water lines, spigots, and drinking fountains
- Zoom meeting with Admin. staff about McNamara Landing Paving project, seasonal budget adjustment, and continue discussion about satellite offices in the parks
- Purchase roof material for small roofs with remaining CIP funds
- Work with John and Lynda Simpson on large park donation of \$10,000 in honor of their son Collin
- Assistant Manager coordinated the purchase and installation locations of 2 donation benches
- Start Winter Sports setup including new moonlight ski loop, snow fencing, and ropes
- Hire and train new seasonal employees

Special Events:

- Cub Scout Campout - Oct. 23rd & 24th
- Boos and Birdies Triple Cs Disc Golf Event - Oct. 30th
- No Shave November Disc Golf Event- Nov. 6th

Park Maintenance

- Staff operated rental backhoe/front loader on several park projects and disc golf course improvements
- Continue mulching and blowing leaves in mowed areas
- Cut dead trees and continue splitting and stacking firewood
- Turf repair from backhoe work
- Remove dead plant material from flower gardens
- Finish steel roof on firewood crib
- Continue to cleanup concrete and wood scrap around maintenance yard



Boos and Birdies Tournament Players Being Silly



Boos and Birdies Group Shot

October - Parks Office Monthly Report

Meetings/Trainings

Met with Jon Lawrence at the Zoo to discuss RecTrac.
Staff meeting at Burchfield

Contracts/Resolutions

Drafted/edited the following resolutions:

- Kassbohrer All Terrain Vehicles
- MMMBA

Customer Service

We received 206 phone calls in the month of September.

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.

Other

Master Plan Public Notices

	Burchfield		Riverbend		McNamara		Bunker		North		Boat Launch		South		Hawk Island		TOTAL	TOTAL	
	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	2020	2021	All Parks	All Parks	
Jan	9737	25367	0	0	1769	4650			0	4840	21723	3002	9520	3406	7140	17562	62776	40,315	131,175
Feb	15770	24868	2175	0	3446	3779			0	3814	19307	3359	8413	3908	6457	21905	49121	54,378	111,945
Mar	17041	17079	2152	2312	4962	3909			369	4895	12261	7889	7984	6136	7625	29596	50942	72,671	102,481
Apr	21267	34492	5136	5366	8994	11438			1910	11248	24749	10840	12172	7403	16816	34676	81751	99,564	188,693
May	41014	47587	7168	8554	11261	20197			4292	13313	36182	19786	17329	22159	28807	54697	136126	169,398	299,075
Jun	35947	48732	5381	5295	10262	11842			3645	21425	23829	25250	16394	29692	55007	59886	150448	187,843	315,193
Jul	38018	50614	5139	4697	10323	11864			4185	10901	18568	45228	15266	35093	60053	72718	161442	217,420	326,689
Aug	43277	42797	6390	4415	9728	11787			3800	37169	19494	17389	14125	32305	53460	72339	143564	218,597	293,442
Sep	35749	36648	5480	4988	9054	11968			2464	7438	21842	6229	11583	19289	26908	42285	89264	125,524	205,665
Oct	51709	24701	20217	3845	7386	8671			1547	13581	16728	4381	8438	11310	13512	32797	45373	141,382	122,814
Nov	23276	0	5390	0	6561	0			0	12888	0	7018	0	9424	0	28086	0	92,644	0
Dec	16424	0	2399	0	5372	0			0	11171	0	3606	0	6476	0	21288	0	66,735	0
TOTALS	349,230	352,883	67,027	39,472	89,119	100,105	Not Collected		22,213	152,682	214,681	153,977	121,224	186,602	275,785	487,835	970,807	1,486,472	2,097,171

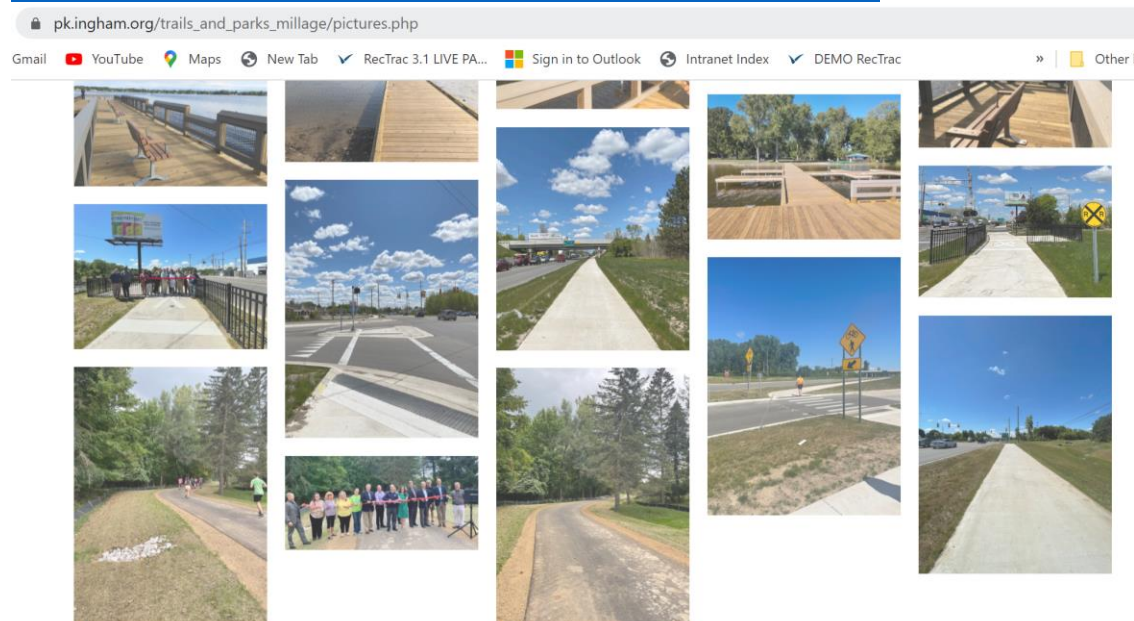
Trails & Parks Millage Program Coordinator Report

October 2021

For: Park & Recreation Commission Meeting- November 15, 2021

- Wrote memos/resolutions for Park Commission/BOC meetings
- Continued to work on the contract process for amendments for ongoing millage projects
- Worked with staff on social media updates
- Meetings with Tanya Moore, Tim Morgan, and Brian Collins
- Attended Human Services, Finance Committee and BOC meetings
- Attended East Lansing Transportation Commission meeting regarding project TR033
- Attended mParks Trail Workshop
- Attended weekly admin meetings
- Attended staff meeting
- Completed IT Security training videos
- Worked with Kelly on public notices, web and Facebook posts for master plan review period and public hearing
- Rode the Inter Urban trail in Meridian Township
- Checked out trail test site and Lake Lansing North trails
- Updated timeline for 7th round millage applications
- Added more photos to the website of completed millage projects—City of Lansing Bear Lake pathway

https://pk.ingham.org/trails_and_parks_millage/pictures.php:





mParks Trail Workshop



Lake Lansing North Trail



Inter Urban Trail

FLRT Trail Ambassador Program Coordinator Monthly Report November, 2021

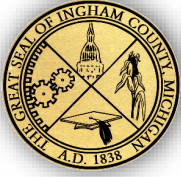
- Communicated with potential new sponsors
- Finalized signage and sent to printer for one new sponsor, second new sponsor sign still being drafted
- Responded to issues on trails
- Promoted trail projects on social media
- Drafted and sent October eNewsletter
- Met with FLRT board members to organize [fall #lansingtrails photo contest](#)
- Monitored trail construction updates

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	11 / 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



INGHAM COUNTY

HUMAN RESOURCES DEPARTMENT

TO: All Ingham County Employees
FROM: Sue Graham, Human Resources Director
DATE: October 25, 2020
RE: 2022 County Holidays

General Holiday observances and office closures are as follows for 2022:

2022 County Holidays		
HOLIDAY	Date(s) Observed	Day of the Week
New Year's Day	December 31, 2022	Friday
Martin Luther King Day	January 17, 2022	Monday
President's Day	February 21, 2022	Monday
Good Friday	April 15, 2022	Friday
Memorial Day	May 30, 2022	Monday
Independence Day	July 4, 2022	Monday
Labor Day	September 5, 2022	Monday
Veterans Day	November 11, 2022	Friday
Thanksgiving Day and Friday following	November 24, 2022 November 25, 2022	Thursday and Friday
Christmas Eve and Christmas Day	December 23, 2022 December 26, 2022	Friday and Monday
New Year's Eve and New Year's Day (2023)	December 30, 2022 January 2, 2023	Friday and Monday

Attached is the holiday notice for Calendar Year 2022. Individual Holiday reminders not be sent. Please post for your respective department and forward a copy to those employees who do not have e-mail.

If additional clarification is needed, please check your collective bargaining agreement or you may call the Human Resources Department at 517-887-4367.

Thank you.



A sign on the beach warns visitors of cyanobacteria on Oct. 18 at Lake Lansing in Haslett. PHOTOS BY NICK KING/LANSING STATE JOURNAL

Reports of problems have increased across Michigan

Potentially toxic algae issues rise

Annabel Aguiar
Lansing State Journal
USA TODAY NETWORK – MICHIGAN

MERIDIAN TWP. — Blue-green algae waits for long, sunny days and still waters to bloom, growing potentially toxic surface scum and settling like spilled paint on bodies of water around the world.

Most recently, it made its home in Lake Lansing.

Also called cyanobacteria, these single-celled microscopic organisms are natural components of lakes and ponds. The algae is usually harmless, and can even have health benefits in the form of the popular supplement spirulina.

But in the wrong conditions, blue-green algae blooms can grow rapidly and produce a dangerous toxin.

Blooms like the one in Lake Lansing surface every few months in Michigan, usually stretching into the fall. Gary Kolhepp, EGLE’s supervisor for the Lake Michigan Surface Water Assessment Section, said there have been more reports in recent years.

“As temperatures get warmer, we have more hot days longer into the year,” Kolhepp said. “If you believe predictions on climate,



Blue-green algae blooms like a recent one in Lake Lansing surface every few months in Michigan.

we would expect longer periods of blooms in the years to come.”

After reports of the Lake Lansing bloom, EGLE ran rapid tests on two samples from different parts of the lake. Both contained toxin levels above the EPA’s safe limit.

However, it’s not feasible to test for toxins at each reported bloom. Blooms can dissipate within days or weeks, and some that test under the EPA’s level are perfectly capable of producing toxins at any time.

“Our motto is, when in doubt, stay out

See ALGAE, Page 4A



A future with more cyanobacteria blooms could harm recreation at Lake Lansing. NICK KING/LANSING STATE JOURNAL

Algae

Continued from Page 1A

when you see a bloom,” Kolhepp said. “Even if we go and test it and say the toxin is not present, that doesn’t mean the toxin won’t be there the next day, the next week, whatever.”

The state started taking harmful algal blooms more seriously after the 2014 Toledo water crisis, where several blooms in the western basin of Lake Erie interrupted access to drinking water for hundreds of thousands in Toledo, Ohio.

The algae has no known remedies and can be fatal to pets who ingest it, either by drinking the water or cleaning themselves off later. Dogs exposed to the algae have died or developed neurological conditions, with their eyes glazing over or becoming unresponsive.

It’s less dangerous for humans, with the most common symptoms being a rash or itchy skin that can be mitigated by washing off immediately after exposure.

A future with more cyanobacteria blooms could harm recreation at Lake Lansing. Basic precaution to avoid adverse health effects from cyanobacteria is to stay out of the water when present. That means lake swimming could be increasingly at risk if the likely bloom window for blue-green algae continues to extend.

Additionally, Kolhepp said there’s evidence cyanobacteria can become aerosolized and spread through the air when someone paddles through a bloom and

breathes in potentially toxic particles. Those affected have reported feeling dizzy, nauseous and lightheaded, which could present safety hazards on a kayak or sailboat. Repeated exposure can result in liver damage.

Another factor that could be worsening blooms is the presence of Zebra mussels, an established invasive species found in Michigan’s lakes. When filter-feeding, they prefer nonharmful green algae and spit out the cyanobacteria, leaving them more space and food to aid growth.

Also, blooms are more likely to occur in nutrient-rich bodies of water — meaning considerably polluted. The additional detritus and runoff such as the nitrogen and phosphorus found in fertilizer feeds blue-green algae growth.

Younes Ishraidi, Meridian Township’s chief engineer and a member of the Lake Lansing Advisory Committee, said this runoff is a particular issue due to Lake Lansing’s lack of natural springs.

“It’s really a bowl in the ground, and it gets runoff from the surrounding areas,” he said. “Everything bad and good that goes into the water has an effect, since we don’t have fresh water coming into the lake.”

Suspicious looking algae should be reported to EGLE by calling the Environmental Assistance Center at 1-800-662-9278 or through AlgaeBloom@Michigan.gov.

Contact reporter Annabel Aguiar at aaguiar@lsjnews.com or 517-449-8248.