

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, October 25, 2021

Monday, October 25, 2021

5:30pm

PARKS & RECREATION COMMISSION MEETING

Meeting Location:
Burchfield Park
Winter Sports Building
881 Grovenburg Rd.
Holt, MI 48842

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
Minutes of September 20, 2021 regular meeting will be considered - [Page 3](#)
Minutes of September 27, 2021 Community presentations will be considered-[Page 6](#)
4. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*
5. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions
6. **DISCUSSION ITEMS**
 - A. Audit – Deputy Controller Jared Cypher - [Page 41](#)
 - B. 7th Round update - [Page 48](#)
 - Timeline
 - Scoring Criteria
 - Resolution 19-092
7. **ACTION ITEMS**
 - A. Amendment to Consulting Services Contract with Spicer – [Page 54](#)
 - B. Mid-Michigan Mountain Bike Association MOU - [Page 55](#)
 - C. Kassbohrer All Terrain Vehicles - [Page 64](#)
8. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 68](#)
 - B. Park Managers - [Page 70](#)
 - C. Administrative Office - [Page 75](#)
 - D. Financial Report - [Page 78](#)
 - E. Millage Coordinator Report - [Page 82](#)
 - F. FLRT Trail Ambassador Report - [Page 84](#)
9. **Correspondence & Citizen Comment** – [Page 86](#)
 - A. Girl Scout event email

10. Board/Staff Comments

- A.** Reminder to park commission to review action plan before November meeting - [page 87](#)

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

12. Upcoming Meetings

- A.** Date: Monday, November 15, 2021; Time: 5:30pm
Human Services Building
Conference Room D & E
5303 S. Cedar St.
Lansing, MI 48911

13. Adjournment

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

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

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
September 20, 2021

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

Board Members

Present: Matt Bennett, Cherry Hamrick, Simar Pawar (5:43pm), Paul Pratt, Commissioner Emily Stivers (5:39pm), Stephanie Thomas, Commissioner Chris Trubac, and Michael Unsworth

Absent: Steve James, Chris Swope

Also Present: Park Director Tim Morgan, Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace, Lake Lansing Park Manager Coe Emens, Burchfield Park Manager Tim Buckley, Commissioner Pena (5:43pm)

Call to Order: Chair Bennett called the Regularly Scheduled Parks & Recreation Commission meeting to order at 5:38pm

Minutes: **Moved by Mr. Pratt and Supported by Ms. Thomas** to approve the August 23, 2021 minutes of the regular meeting as written:
Yes 6; No-0. MOTION CARRIED.

LIMITED PUBLIC COMMENT

None.

LATE ITEMS / CHANGES / DELETIONS

None.

ACTION ITEMS

Laux Amendment Toboggan Run Removal and Seed

**RESOLUTION #29-21 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 \$478,712.00; and

WHEREAS, Board of Commissioners Resolution #21-311 authorized an amendment to the contract with Laux Construction, LLC to extend the contract to October 31, 2021 due to COVID-19 and contractor delays; and

WHEREAS, the Burchfield park improvement project needs additional funding and a time extension due to excavation subcontractor availability.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission supports the amendment to the contract with Laux Construction, LLC to extend the term to June 30, 2022.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports an additional \$14,400.00 from the Ingham County Park fund balance to complete the project.

BE IF FURTHER RESOLVED, that the total construction cost not to exceed \$492,140.00.

BE IT FURTHER RESOLVED, that any unused contingency from the Park Fund balance shall be deposited back into the Parks fund balance.

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

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission supports an amendment to the contract with Laux Construction, LLC.

Moved by Ms. Hamrick and Supported by Mr. Unsworth that Resolution #29-21 be approved as written. Yes-6; No-0. MOTION CARRIED.

Review Master Plan Draft

Ms. Moore stated that this is the first draft for the Park Commission to go through and that a few adjustments were made to the action plan. Ms. Moore advised the Park Commission to review and that it would be discussed in October. Mr. Unsworth stated he would like to see more diversity in the pictures as well as captions.

Moved by Mr. Unsworth and Supported by Mr. Pratt to move the master plan to public review. Yes-6; No-0. MOTION CARRIED.

DISCUSSION ITEMS

Trails and Parks Millage update

An in depth discussion about whether the Trails and Parks millage funds are overspent. The Committee agreed to ask the Deputy Controller if it is. If so, what are the options?

ADMINISTRATIVE REPORTS

Director ~

None.

Park Managers ~

Mr. Buckley explained intern's supplemental signs.

Administrative Office ~

None.

Millage Coordinator Report ~

None.

FLRT Trail Ambassador Report ~

None.

BOARD/STAFF COMMENTS

Mr. Unsworth announced that the Tri-County Regional Planning Commission has partnered with the U.S. National Park Service to create a plan for a regional trail system. More information is posted at mitcrpc.org/trails. Mr. Morgan stated the kickoff meeting to start the project is in a couple of weeks.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 7:05pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
September 27, 2021

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

Board Members

Present: Matt Bennett, Cherry Hamrick, Steve James, Simar Pawar, Paul Pratt, Stephanie Thomas and Michael Unsworth

Absent: Commissioner Stivers, Commissioner Trubac, Chris Swope

Also Present: Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace, Burchfield Park Manager Tim Buckley, Tanya Moore (Spicer Group), John Lazet, Doug Schultz, Bob Ford, Earl Griffes, Younes Ishraidi, Corey Schmidt, Molly Howlett, Jo Mayer, Deborah Stuart, Brad Beck, Dion'trae Hayes, Susan Montenegro, Martha Owen, Brett Kaschinske, Todd Eldred

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

LIMITED PUBLIC COMMENT

None.

LATE ITEMS / CHANGES / DELETIONS

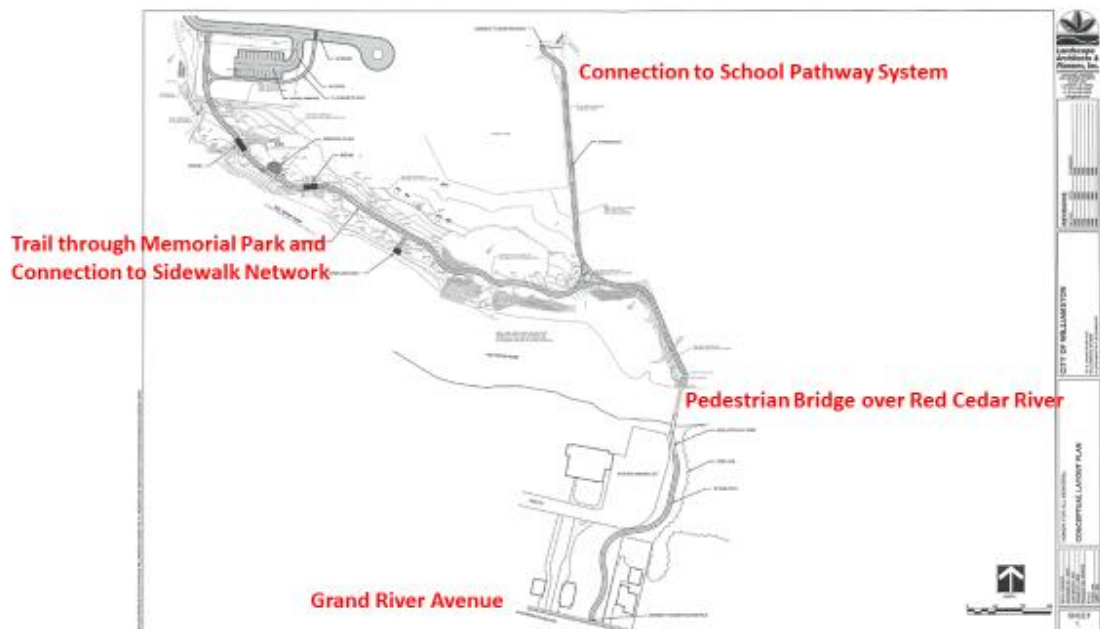
None.

MILLAGE APPLICATION PRESENTATIONS

Williamston

Request Overview

- Planning/engineering grant request to fully design the site and provide a cost estimate for future grant opportunities
- Requesting \$40,700 in grant funds
- Other Partners





Alaiedon Township

Mr. Ford from LAP presented.

Leek cemetery. Recreation Master Plan, Cemetery, and Park Development Plan.

Project Plan

Preserve a Natural Woodlot

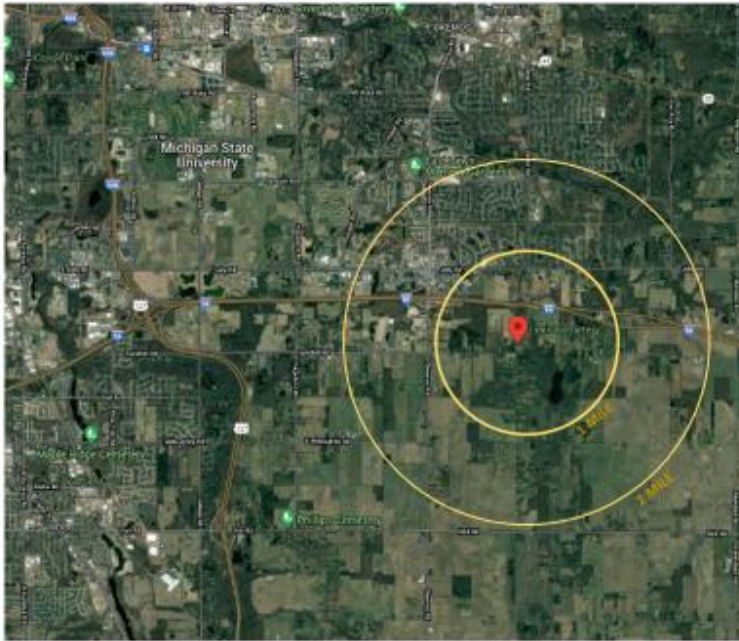
- Provide a Learning Experience in the Woods
- Construct a Nature Trail for all Citizens to Enjoy
- Construct a Shelter for Staging
- Construct Wayfinding and Interpretive Signs
- Construct Parking to use this area (ADA)

Create a Plan for a Future Trail System Around the Perimeter of Leek Cemetery

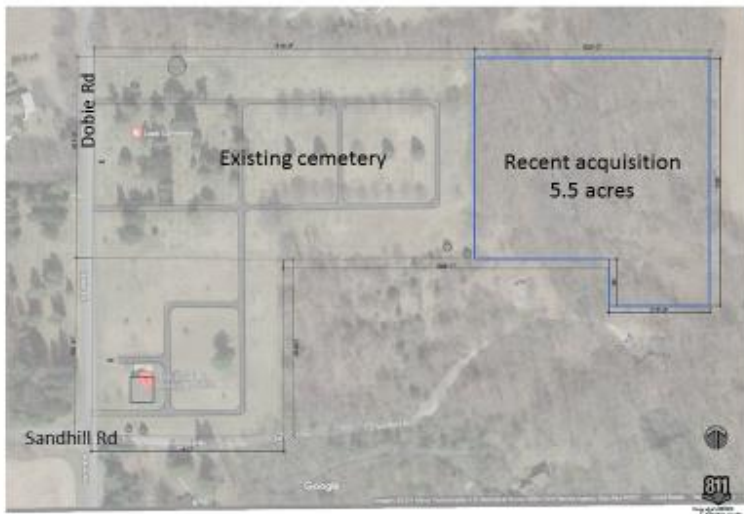
- Provide a Healthy Place to Exercise, Socialize, and Enjoy the Environment
- Educate People about their Past by Exploring the Cemetery's Tombstones
- Use the Proposed Shelter for Picnic's and Memorials
- Use the Cemetery for Passive Recreation (out first form of Recreation)

Recreation Planning for Aladiedon's Future generations

- Create a New Five Year Plan for the Township
- Listen to Citizens Input and Identify Recreational Needs
- Prepare a Grant Application to Fund a High Priority Project
- Study Public Owned Lands for Future Recreational Use
- Study Areas for Future Parkland and Trail Connections



Regional Context



Existing Leek Cemetery

Alaiedon Township - Phase 1

September 27, 2021

Opinion of Probable Cost:

Prepared By: Landscape Architects & Planners, Inc.

ITEM OF WORK	QTY	UNIT	UNIT COST	AMOUNT
<i>Demolition and Site Work</i>				
Tree removal	20	EA	\$ 1,000.00	\$ 20,000.00
Clearing and grubbing	1	Acre	\$ 5,000.00	\$ 5,000.00
				\$ 25,000.00
<i>Data Gathering</i>				
Topography for trail alignment	1	EA	\$ 2,500.00	\$ 2,500.00
Wetlands determination	1	EA	\$ 2,500.00	\$ 2,500.00
				\$ 5,000.00
<i>Trail Development</i>				
Additional undercut allowance	1	LS	\$ 2,500.00	\$ 2,500.00
Trail grading	2000	Sta	\$ 3.25	\$ 6,500.00
Aggregate subbase 6" depth	225	CY	\$ 25.00	\$ 5,625.00
Limestone fines 6"	225	CY	\$ 40.00	\$ 9,000.00
Interpretive signs	4	EA	\$ 2,100.00	\$ 8,400.00
Wayfinding signs	5	EA	\$ 500.00	\$ 2,500.00
				\$ 34,525.00
<i>Concrete Walks</i>				
4" reinforced concrete walks (cemetery to native trail entry)	2250	SF	\$ 10.00	\$ 22,500.00
6" Concrete and Ramps	1600	SF	\$ 15.00	\$ 24,000.00
Benches	4	EA	\$ 1,500.00	\$ 6,000.00
Archway	1	EA	\$ 5,000.00	\$ 5,000.00
Pavilion	1	EA	\$ 85,000.00	\$ 85,000.00
				\$ 142,500.00
<i>Specialized Services</i>				
Soil augers & recommendations	1	EA	\$ 3,500.00	\$ 3,500.00
Tree evaluation	1	EA	\$ 1,000.00	\$ 1,000.00
				\$ 4,500.00
<i>Planning</i>				
Site Planning				\$ 4,000.00
5 Year Master Plan				\$ 12,500.00
				\$ 16,500.00
			Subtotal	\$ 228,025.00
Mobilization			5%	\$ 11,401.25
Contingency			10%	\$ 22,802.50
Engineering			15%	\$ 34,203.75
			Total	\$ 296,432.50

Lansing Township

Waverly Road Shared Use Path- Phase II: Feasibility study

Proposed Project Map:

- Project begins at Old Lansing Road
- Proposed on the east side of Waverly Road
- Traverses the Grand River
- New connection to the Lansing River Trail at Moore's River Drive
- Multi-jurisdictional project to improve the safety for pedestrians in the corridor



Existing Conditions:

- Phase 1 of the Waverly Road Shared Use Path (SUP) completed in June 2021
- 10' wide concrete construction for greater longevity and reduced maintenance costs
- View along Waverly Road looking south towards Old Lansing Road
- Proposed SUP to be approximately 2,000LF in length



Left:
Beginning point for the SUP, corner of
Old Lansing Rd. looking south.



Right:
View of the ROW along Waverly Rd. in some of the
front yards, notice the travel path in the distance.



Left:
Entrance at Waverly
Hills Drive looking
south towards
Moore's River Drive.

Right:
Treacherous path
along Waverly Rd with
existing cross-slopes.



Left:

This picture demonstrates that pedestrians do not feel safe when walking directly adjacent to Waverly Road so they move further away when able to do so.



Right:

View of an obstructed driveway and sidewalk which creates dangerous conditions for both the home owners and users of the existing travel path.



Left:

View of the 5' wide sidewalk and the challenging conditions looking south.



Right:

View of the raised 5' walk on the bridge deck looking south towards Moore's River Drive. This will also serve as the future connection location to the Lansing River Trail.



View of the Waverly Rd. bridge and the 5 spans that are required for the crossing of the Grand River.



How can we make this a reality?

- \$18,750 Grant to fund the Feasibility Study
- Determine the route
- Determine the best methods to employ
- Determine a working budget



The Phase II Journey:

This is a multi-step process and it involves the following:




- Feasibility Study to determine the best route.
- Determine all stakeholders, host virtual townhall opportunities and create an information campaign to strengthen community support.
- Engineering, design & easements.
- Apply for grant funding from multiple agencies.
- Construction of this project will connect two counties (Ingham and Eaton) and three municipalities (City of Lansing, Lansing and Delta Townships).
- Creating a safer corridor for all users is our top priority. The existing conditions lead to fear of using non-motorized transportation methods in this vital corridor for commuters and children.
- This connection to the Lansing River Trail will expand the recreational opportunities, while improving the mental and physical well-being of it's users.

Ms. Pawar asked if there has been a study as to how many people use. Lansing Township stated that there has not.

Leroy Township

Simmons Memorial Park

Request

	\$21,600	Grant Request
	\$22,000	Township Match
	\$43,600	Total Project

Project Overview



- New basketball court (area behind shelter)
- Trees and benches
- Stripe and sign the accessible parking spaces



- Add ADA path to playground from shelter and from existing trail
- Address original piece of play equipment and surfacing underneath that needs to be added



Address gap in the pathway across driveway



Leslie Township

\$300,000 grant requested to improve park trail. Lighting, tables, and exercise equipment.

Leslie Township Grounds Pathway Lighting, Table, Bench and Recreational Equipment Project

- 13 solar LED lights around 1/3 mile pathway
- 8 ADA Picnic Tables in two areas with concrete pads connecting to trail
- 4 ADA benches with concrete pads
- Bike rack with concrete pad
- 2 exercise stations with soft surface
- 60' zipline
- Refurbish existing playground equipment
- Playground equipment
- 2 Trash Cans

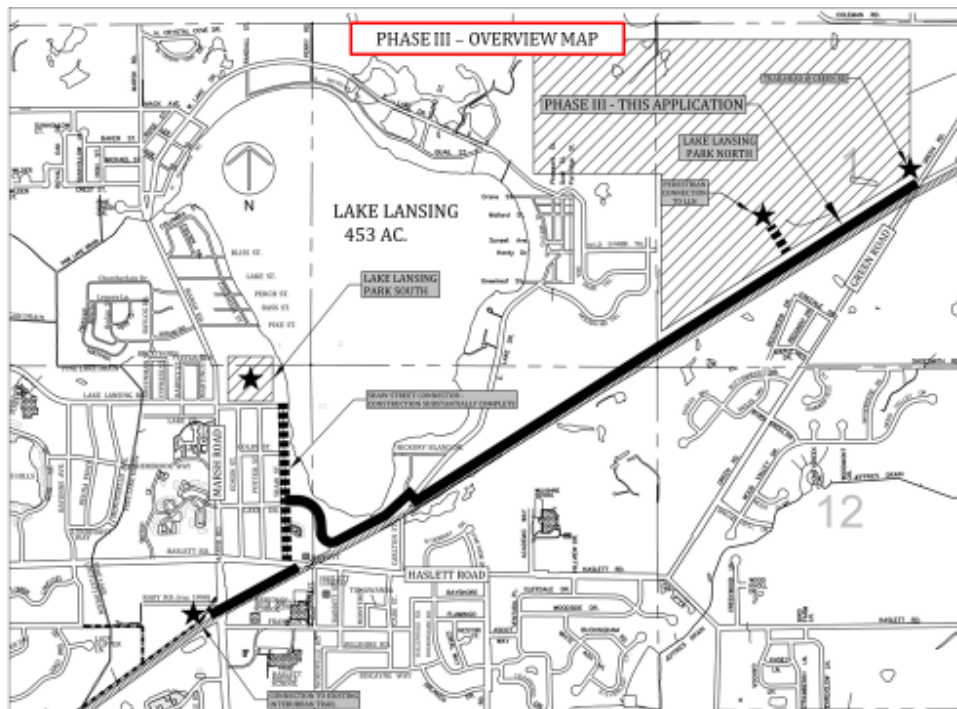
Costs	
Tables, Benches, Zipline, Bike Rack installed on our concrete pads	\$ 129,600.00
Concrete pads	\$ 25,600.00
The sections for the cement pad are figured below.	
31x26- rectangle tables	
28x28- square tables	
42x4- benches	
5.5x5.5- Bike rack	
Approches	
13 LED Beghelli USA BLS-10A Solar 72w 4000K https://beghelliusa.com/c/products/luce/bls10a.php	\$ 80,000.00
Light installation	\$ 39,000.00
Project mangement - component placement - bids	\$ 12,680.00
signs	\$ 600.00
Contingency	\$ 12,520.00
Total:	\$ 300,000.00

Meridian Township

MSU to Lake Lansing connector trail, phase III

FUNDING BREAKDOWN & CONSTRUCTION SCHEDULE

- **TOTAL CONSTRUCTION ESTIMATE: \$2.3M**
 - INGHAM COUNTY TRAILS & PARKS MILLAGE - \$1,725,000
 - MDNR TRUST FUND GRANT - \$300,000
 - MERIDIAN TOWNSHIP - \$275,000
- **CONSTRUCTION SCHEDULE:**
 - LARGELY DEPENDENT UPON MDNR TIMELINE
 - ANTICIPATE LATE 2022 CONSTRUCTION START
 - 2023 CONSTRUCTION COMPLETION



Improvement Cost Estimates

Item	Cost Estimate
Trail Connector	\$156,000
Outdoor Gym	\$63,646
Skatepark Upgrades	\$75,000
Volleyball Pit Renovation	\$12,500*
ADA Updates	\$5,100**
Bathroom Fixture Updates	\$17,430
Bike Facility Updates	\$3018

Connect trail to this park and then to a sidewalk to high school

Estimated Costs

Item	Cost Estimate
Construction Costs	\$352,006
Construction and Design Engineering	\$50,048
Contingency	\$33,524
Permits	\$5,000
Total Project Expenses	\$440,578

Source of Funding

Item	Cost Estimate
Millage Funds Requested	\$395,600
Stockbridge DDA*	\$25,000
5 Healthy Towns* Foundation/Stockbridge Wellness Coalition	\$12,000
Greenfields Donation (Outdoor Gym)*	\$6985
Stockbridge Lions Club in-kind*	\$1,000
*Committed funds	

Vevay Township

Mr. Ford from LAP presented.

Recreation Master Plan, Site Redevelopment Plan and Trail Connection to Mason

Project Plan

Non-Motorized Connectivity

- Study and Plan for a Trail Connection to Mason
- Study Future Connections to Leslie and/or other

Upgrade Existing Recreational Facilities

- Determine Deficiencies and Remedies
- Determine Potential Funding Sources
- Create a Site Plan for Township Hall Park and List Priority Projects

Recreation Planning for Vevay's Future generations

- Create a New Five Year Plan for the Township
- Listen to Citizens Input and Identify Recreational Needs
- Prepare a Grant Application to Fund a high Priority Project
- Study Public Owned Lands for Future Recreational Use

Cost Estimate

Vevay Township Five Year P&R Plan, Park Master Plan, Trail Head and Hayhoe Trail Feasibility Study August 3, 2021

Opinion of Probable Cost:

Prepared By: Landscape Architects & Planners, Inc.

ITEM OF WORK	QTY	UNIT	UNIT COST	AMOUNT
<i>Planning</i>				
Five Year Master Plan for Township	1	EA	\$ 12,000.00	\$ 12,000.00
MDNR Grant Application	1	EA	\$ 3,500.00	\$ 3,500.00
<i>Design</i>				
Master Plan for the Township Park (Site Development Plan)	1	EA	\$ 5,000.00	\$ 5,000.00
<i>Hayhoe Trail Feasibility Study</i>				
Topographic and Boundary Surveys	1	EA	\$ 15,000.00	\$ 15,000.00
Easement Acquisition	1	EA	\$ 5,000.00	\$ 5,000.00
Appraisals if necessary	1	EA	\$ 7,500.00	\$ 7,500.00
Trail Routing Plan & Coordination with Agencies	1	EA	\$ 15,000.00	\$ 15,000.00
Traffic Study for Kipp and Eden Road Crossings	1	EA	\$ 10,000.00	\$ 10,000.00
Signage	1	EA	\$ 3,500.00	\$ 3,500.00
Trailhead Design	1	EA	\$ 2,500.00	\$ 2,500.00
Regional Connections Investigation (N,S,E,W)	1	EA	\$ 3,000.00	\$ 3,000.00
Trail Opinion of Probable Costs	1	EA	\$ 2,500.00	\$ 2,500.00
			Total	\$ 84,500.00

Three Separate Grants...One Trail!



Funding Request

- The Hull to S. Cameo portion request is for \$313,800 with a match of \$4,304
- The middle school to Russell Park portion request is \$486,600 with a match of \$8,251
- The Russell Park to Woodlawn Cemetery portion request is for \$571,000 with a match of \$19,040
- Total funds requested for all three projects\$1,371,400

River Trail Soil Stabilization Mt. Hope Cemetery



South view along pathway at the temporary rip rap placed to fill the void created by the failing sheet pile wall.

Approximately one (1) to two (2) feet of HMA has fallen into the void making this section of pathway substandard.

River Trail Soil Stabilization Mt. Hope Cemetery



South view at the leaning sheet pile and railing. The first six (6) to ten (10) feet of sheet pile and railing will need to be removed and new sheet pile put in place.

The pathway will be removed adjacent to the failing wall and replaced.

River Trail Soil Stabilization Mt. Hope Cemetery



Proper Mitigation:

- Six (6) to ten (10) feet minimum of sheet pile needs to be replaced
- Twenty (20) feet of gabion basket set in front of the sheet pile to dissipate scour caused by Sycamore Creek during heavy rain events. Gabion will be transitioned into embankment at the north end.
- Removal and replacement of the HMA Pathway adjacent to the failing wall; review for possible improvement to sight lines
- If the bank erodes further, 2.2 miles of pathway would need to be detoured onto surface streets involving three intersection crossings.

Corporate Research Park Path (CRPP) Photo Key



Photo key identifies the locations where the proposed Corporate Research Park Path (CRPP) (magenta line) connects to the existing and future pathway projects and parking potential.

The magenta line to the south will be constructed along with CRPP, but is not included with the funding request.

Numbered pins correspond to the following photos.

Corporate Research Park Path



#1

Taken from north side of Forest Road showing the parking on the left side and the mowed area where the path will meet the Forest Road Pathway (red line on the photo key).

The Forest Road Pathway is scheduled for construction in 2021 and includes pathway and bike lane construction.

Corporate Research Park Path



#2

South view from Forest Road where CRPP will meet the Forest Road pathway, the pathway under US-127 (green line on photo key) and the Bear Lake Pathway (blue line on photo key).

The Bear Lake Pathway construction was completed last week.

The pathway segment under US-127 has been approved for construction and funding secured. Coordination with MDOT during the US-127 construction project has delayed this project until US-127 is reconstructed (2022-2023).

An RRFB enhanced crossing is scheduled to be constructed at this location.

The guardrail has recently been modified to accept the new crossing.

Corporate Research Park Path



#3

View from Technology Boulevard looking west where CRPP transitions from a north/south route along US-127 to an east/west route north of the retention basin and connecting to the existing widened sidewalk.

Sidewalk in this section does not meet pathway requirement for width and will either be removed or widened to meet ten (10) feet.

Current plan is for a ten (10) foot wide HMA pathway. Cost benefit analysis will be conducted. Alignment will significantly reduce tree removals and avoid wetlands.

Corporate Research Park Path



#4

South view from Technology Boulevard at the only driveway crossing in this project.

The driveway will require widening of the crossing to meet ten (10) foot pathway standards.

Corporate Research Park Path



#5

Another south view perspective from Technology Boulevard at the only driveway crossing in this project.

The driveway will require widening of the crossing to meet ten (10) foot pathway standards.

Corporate Research Park Path



#6

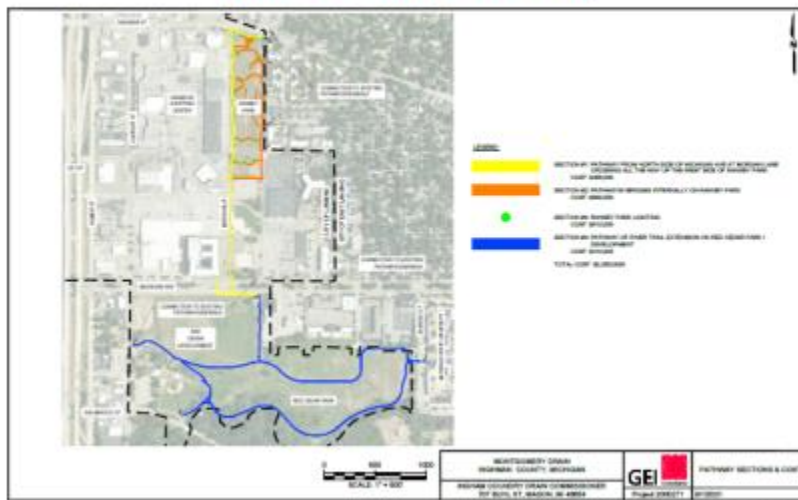
Taken at Technology Boulevard and Collins Road looking southeast at the southwest corner of the intersection where the pathway will transition from at ten (10) to a five (5) to six (6) foot wide sidewalk continuing south to Dunkel Road.

The pathway will require an ADA crossing to connect the bicycle traffic on the pathway to the bike lanes being added to Collins Road in 2021.

Corporate Research Park Path

- 1.3 miles of non-motorized network consisting of ten (10) foot wide HMA pathway and sidewalk upgrades between Forest Road and Dunkel Road.
- Provide an off street connection between the recent housing development at Dunkel Road and Collins Road with the Forest Road Pathway and the Lansing River Trail.

Red Cedar Pathway





INGHAM COUNTY PARKS & RECREATION COMMISSION MEETING

CITY OF MASON: 2021 APPLICATIONS

1. Hayhoe Riverwalk Trail- Repair- **Existing**
2. Columbia Street Bridge- Protected Walkway Construction- **Access Enhancement**
3. Jefferson Trailhead/Community Garden- **NEW Enhanced Amenity**

Deborah Stuart, City of Mason
www.mason.mi.us

HAYHOE RIVERWALK TRAIL

WHY: Current condition is impacting access and users

SCOPE: Address areas with disruption by tree roots, ineffective drainage, and settling that has caused difficult transition to existing bridges.

DEMONSTRATED PRIORITY:

2020 Adopted Park/ Non- Motorized Plan:

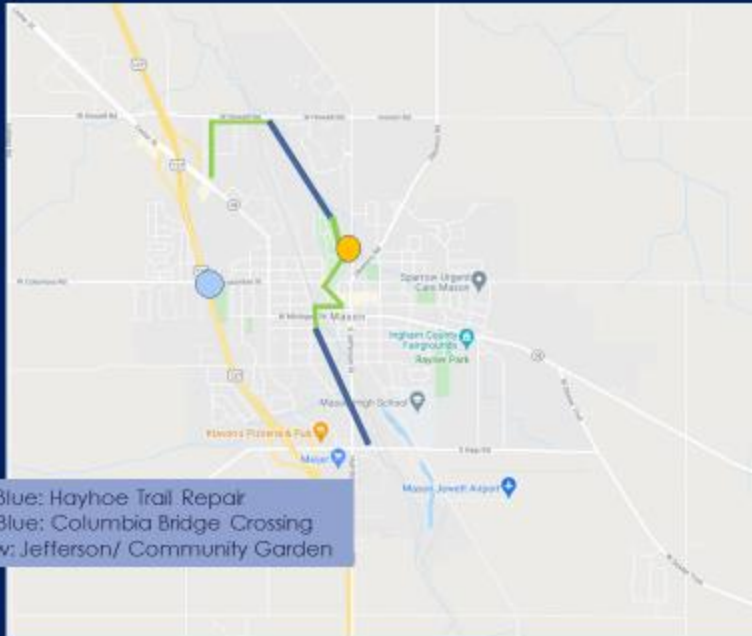
- Tied for #1 Priority in Use, 54% surveyed noted the condition concern for access.
- #8 on action plan- all other projects before it completed or underway.

Project added in 2020 adopted CIP: Prioritized for FY 7/1/2020-6/30/2021

COST:

Total Cost	\$375,525
Grant Request	\$337,000
Local Contribution (10%)	\$38,525

TIMELINE: Ready to start Spring 2022, contingent on grant funding



Dark Blue: Hayhoe Trail Repair
 Light Blue: Columbia Bridge Crossing
 Yellow: Jefferson/Community Garden

HAYHOE RIVERWALK TRAIL- CURRENT



COLUMBIA STREET BRIDGE

WHY: Condition is limiting access to key areas and is unsafe for pedestrians.

SCOPE: Create a marked pedestrian pathway over US-127 and construct sidewalk connections from existing sidewalks east and west of bridge.

DEMONSTRATED PRIORITY:

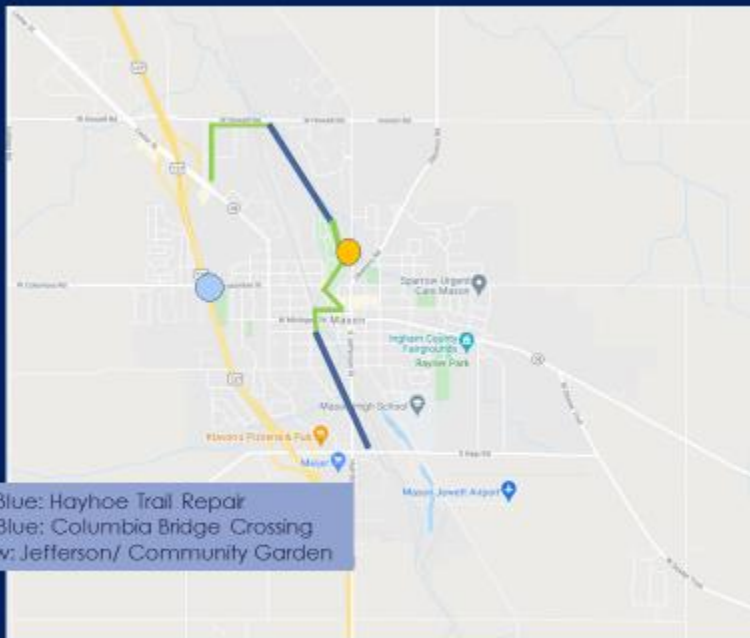
2020 Adopted Park/ Non- Motorized Plan:

- Identified as key route for access to parks, trails, schools, and commercial centers. City's adopted goal of residents having access to non-motorized routes to take them to areas of public recreation within 1 mile of their home.
- Design #6 project in action plan- completed, implementation unknown -MDOT Project added in 2020 adopted CIP: Prioritized for FY 7/1/2022-6/30/2023

COST:

Total Cost	\$180,462.50
Grant Request	\$162,000.00
Local Contribution (10%)	\$18,462.50

TIMELINE: Ready to start Summer 2022, contingent on grant funding



COLUMBIA STREET BRIDGE- 1 Mile Goal



COLUMBIA STREET BRIDGE- CURRENT



COLUMBIA STREET BRIDGE- PROPOSED



JEFFERSON TRAILHEAD / COMMUNITY GARDEN

WHY: Access and enhancement to trail experience

SCOPE: Construct 2 ADA restrooms (vault toilet), reconfiguring the parking and adding a drinking fountain serving trail, cemetery, and community garden visitors

DEMONSTRATED PRIORITY:

2020 Adopted Park/ Non- Motorized Plan:

- Tied for #1 Priority in Use, identified access to restrooms/ drinking fountains as deciding factor to utilize the recreation. City staff determined location ideal multiple use location visible to City staff.
- #14 on action plan- but prioritized higher in CIP, due to increased usage and control of property.

Project added in 2020 adopted CIP: Prioritized for FY 7/1/2022-6/30/2023

COST:

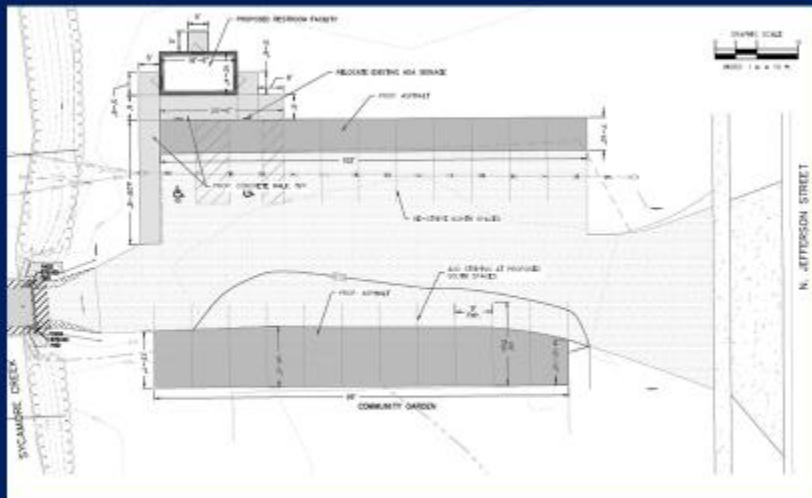
Total Cost	\$227,187.50
Grant Request	\$204,000.00
Local Contribution (10%)	\$23,187.50

TIMELINE: Ready to start Summer 2022, contingent on grant funding

JEFFERSON TRAILHEAD / COMMUNITY GARDEN- CURRENT



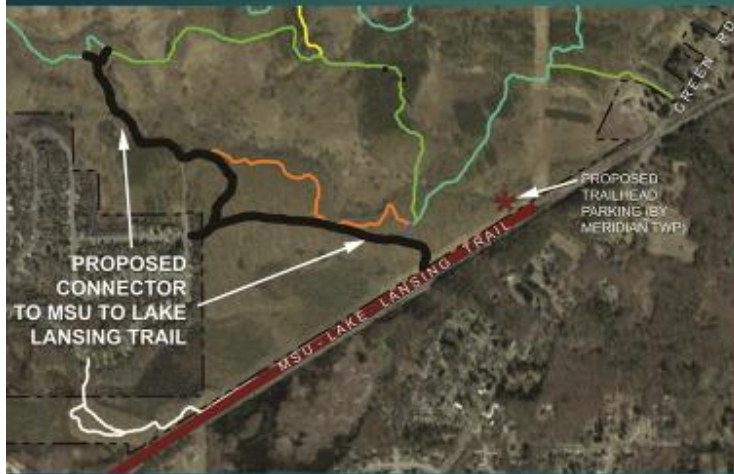
JEFFERSON TRAILHEAD / COMMUNITY GARDEN- PROPOSED







MSU to Lake Lansing Trail Connector



PROJECT INCLUDES:

- ▶ Improvement of the path for ADA accessibility with crushed stone surface, 8-feet wide.
- ▶ Amenities
 - ▶ Benches, Bike Racks
 - ▶ Signage
 - ▶ Interpretive Signs
 - ▶ Kiosks
 - ▶ Mile Markers
- ▶ T&P Project: \$ 300,000
- ▶ DNR Grant: \$ 300,000
- ▶ Topo Survey: \$ 15,000
- ▶ TOTAL: \$ 615,000



Ingham County Parks

Nicole Wallace, Trails and Parks Millage Coordinator (ICPRC), Doug Schultz (ROWE)

Ingham Co. Parks

Trails and Parks Millage Application

9-26-21

Hawk Island Park Boardwalk Replacement, Phase 3 Trails and Parks Millage Grant Application



- This project will replace 380 LF of boardwalk at Hawk Island Park with new floating boardwalk near the beach, the final phase of boardwalk replacement around the lake. The existing docks are over 20 years old, are heavily deteriorated beyond repair and require replacement. The boardwalk is one of the most popular locations in the park and is used for fishing and wildlife viewing, as well as walking and access to the lake. The boardwalk is fully accessible for people of all abilities with the demand for these facilities to be kept safe and up to date.
- This project extends the boardwalk replacements for Phase 1 and 2 that were funded in 2020.
- Hawk Island Park is the most heavily used park in the Ingham County Park system with over 500,000 visitors yearly.
- Without grant assistance from the trails and park millage, this project will likely not take place. The size of the project is too expensive for the County to take on with its existing funding. Without grant assistance the County would continue to do minor repairs on these docks, as necessary, but eventually, the docks would be so deteriorated that their removal would be necessary.
- Trail / Boardwalk Category
- The total request is \$327,700.

This project is ranked 1 of 3 for projects by the Park Commission.

Hawk Island Park Boardwalk Replacement, Phase 3 Trails and Parks Millage Grant Application



- Cost estimate:
 - \$499,037 Boardwalk construction
 - \$30,000 Wayfinding signage
 - \$122,588 Contingency
 - \$3,775 permitting, etc
 - \$655,400 total
- Ingham County Parks intends to apply for a DNR grant in April 2022, for \$327,700, to use as match on the project.
- The Lansing River Trail runs directly through the west side of Hawk Island Park. The boardwalks are an extension of the loop trails that are directly linked to the Lansing River Trail. The dock replacement project will improve access to the natural and scenic areas at Hawk Island.
- Although the current boardwalk system is universally accessible to people of all abilities, they were constructed over 20 years ago, heavily and deteriorating because of age. Since that time there have been some changes in the ADA standards, so the project will also look at any needed updates and improvements for ADA accessibility.

Hawk Island Park Boardwalk Replacement, Phase 3 Trails and Parks Millage Grant Application



LIMITED PUBLIC COMMENT

Mason went over connection routes

Adjournment:

There being no further business, the meeting was adjourned at 7:22pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

From: Gregg Todd <GTodd@ingham.org>
Sent: Friday, September 24, 2021 8:19 AM
To: Jared Cypher <JCypher@ingham.org>; Timothy Morgan <TMorgan@ingham.org>
Subject: Parks and Trails Millage

Jared and Tim,

This is what I recommend for this trail grant request cycle:

- Identify +/- \$3 million in projects, prioritizing jurisdictions that have not received funding;
- Audit existing projects and identify those that have large fund balances and let them know they are not getting any additional funding until they expend what they have and/or start pulling money back if it looks like they are not going to complete the projects;
- Go back to 25% down

After reviewing with Spicer yesterday, I am not concerned about cash flow. If we get to a point in 2023/2024 that it looks like we are approaching a negative balance, we can either slow down our disbursements or transfer money.

Thanks!

Gregg A. Todd
County Controller/Administrator
Ingham County

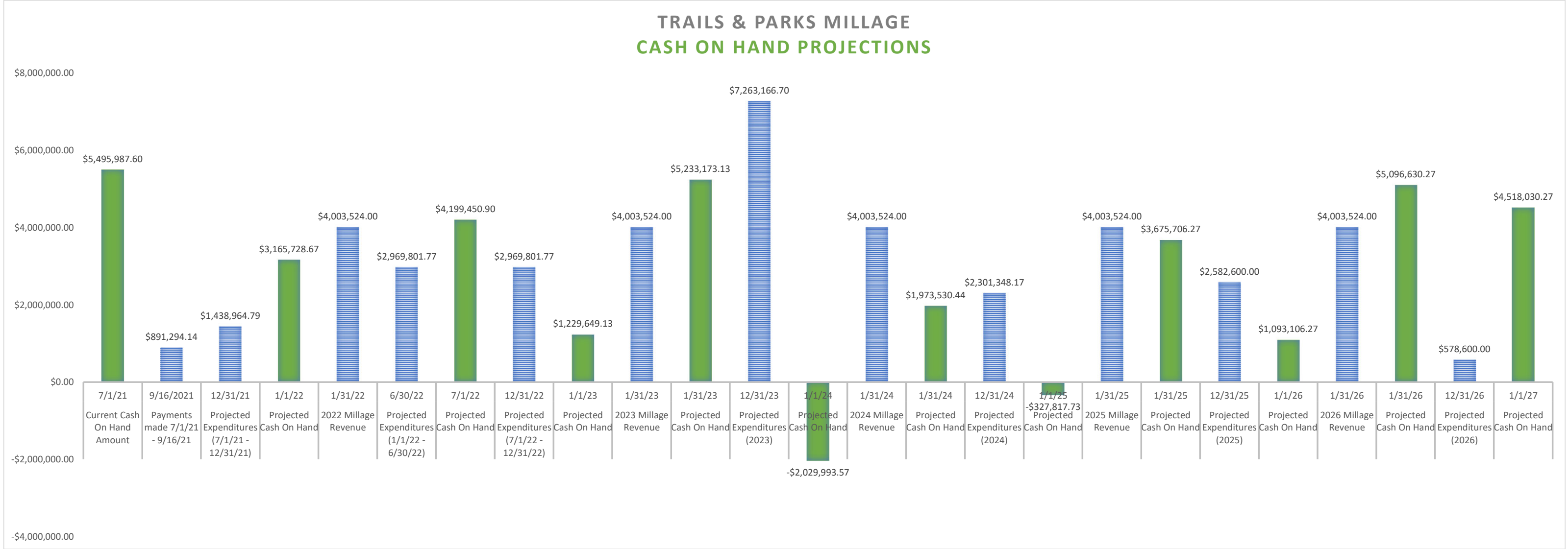
PARKS AND TRAILS MILLAGE:

- Current grant requests +\$9 million. Below is the millage status:

Total Millage Collected (2015-2021)	\$ 26,277,946
Total Millage Estimated to Collect (2022-2026)	\$ 20,017,620
TOTAL REVENUE (2015-2026)	\$ 46,295,566
Total Expenditures to Date	\$ 19,118,336
Total Committed Funds to Date	\$ 22,659,200
TOTAL EXPENDITURES / COMMITTED FUNDS	\$ 41,777,536
REMAINING MILLAGE BALANCE	\$ 4,518,030
CURRENT FUND BALANCE	\$ 6,247,012

- Recommending +/- \$3 million in allocations for new grant requests when funding becomes available

TRAILS & PARKS MILLAGE
CASH ON HAND PROJECTIONS



TRAILS AND PARKS MILLAGE

PROJECT STATUS / ACCOUNTING

INGHAM COUNTY, MI

Project No.	Project Description	Contract Amount	Amended Contract Total	Actual Expend. 2015-2021	Encumbered 2015-2021	Projected Projects 2022-2026	Total Reimbursed/ Paid Amount	Total Encumbered Balance	Actual Project Total	Left Over Balance	Expenditures To Date	Remaining Funds, Not Expended	2019 Projected Expenditures	2020 Projected Expenitures	2021 Projected Expenditures	2022 Projected Expenditures	2023 Projected Expenditures	2024 Projected Expenditures	2025 Projected Expenditures	2026 Projected Expenditures	Left Over Funds
	Total Budgeted	\$39,092,793.91	\$39,092,793.91							\$884,335.87	\$19,118,335.86	\$19,999,297.77	\$0.00	\$0.00	\$1,438,964.79	\$5,939,603.54	\$7,263,166.70	\$4,602,696.34	\$2,582,600.00	\$578,600.00	\$884,335.87
	Total Expended / Projected	\$16,477,953.34		\$19,118,335.86	---	\$2,659,902.41	\$19,118,335.86	\$19,999,297.77													
	Total Encumbrances	\$13,497,866.45		---	\$19,999,297.77	---															
	Actual Millage Collected (2015-2020)	\$26,277,946.30		\$26,277,946.30		---															
	Estimated Millage to Collect (2021-2026)	\$20,017,620.00				\$20,017,620.00															
	Fund Balance (Total Collected less Expend/Encumbered)	-\$12,839,687.32		-\$12,839,687.32																	
	Fund Balance (Total Estimated to Collect less Projected)	\$17,141,649.18				\$17,141,649.18															
	Fund Balance (Cumulative)																				

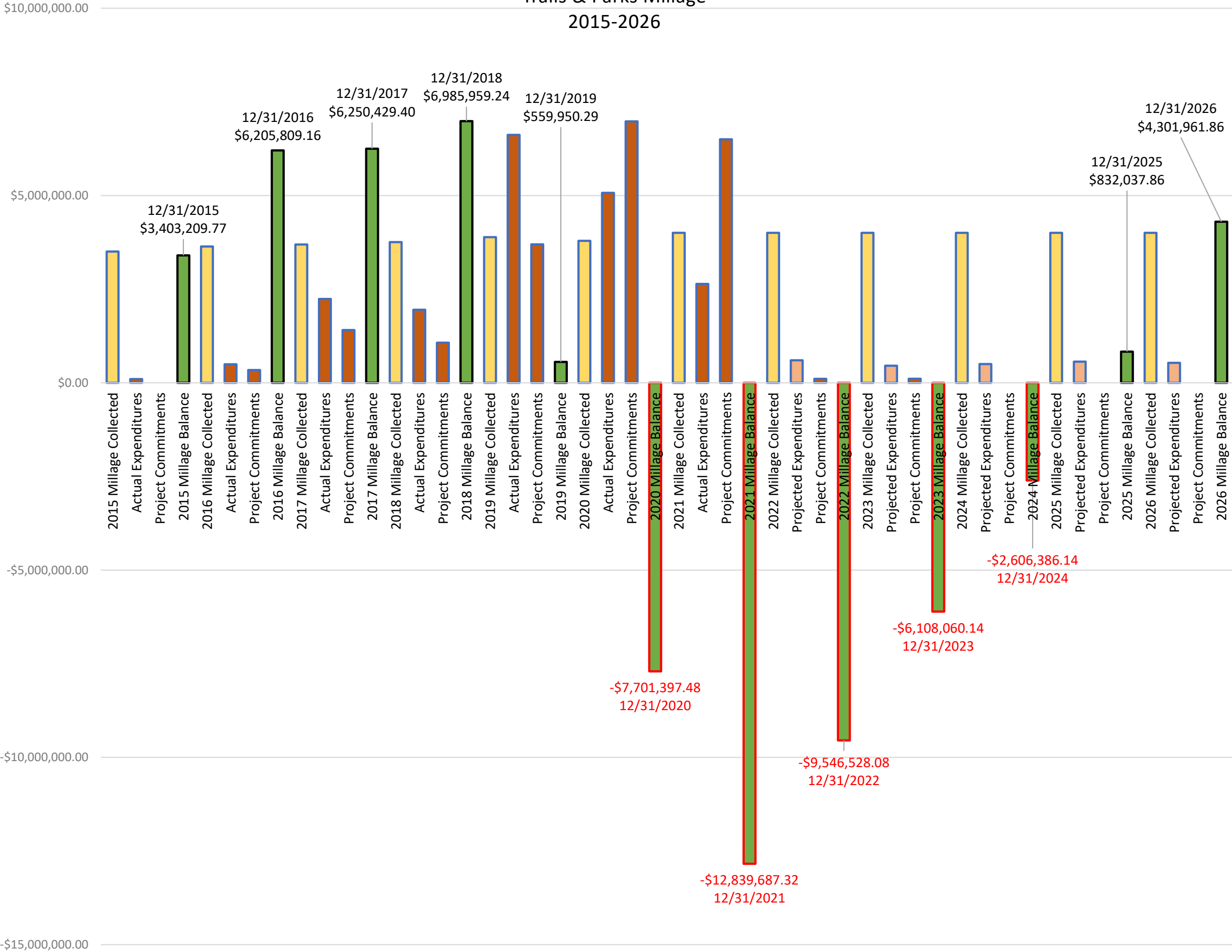
2022-26 Millage less Expend/Encumbered Funds\$7,177,932.68

2021-26 Millage less Expend/Encumbered Funds, less Projected Funds\$4,518,030.27

Current Cash On Hand Amount	7/1/21	\$5,495,987.60
Payments made 7/1/21 - 9/16/21	9/16/21	\$891,294.14
Projected Expenditures (7/1/21 - 12/31/21)	12/31/21	\$1,438,964.79
Projected Cash On Hand	1/1/22	\$3,165,728.67
2022 Millage Revenue	1/31/22	\$4,003,524.00
Projected Expenditures (1/1/22 - 6/30/22)	6/30/22	\$2,969,801.77
Projected Cash On Hand	7/1/22	\$4,199,450.90
Projected Expenditures (7/1/22 - 12/31/22)	12/31/22	\$2,969,801.77
Projected Cash On Hand	1/1/23	\$1,229,649.13
2023 Millage Revenue	1/31/23	\$4,003,524.00
Projected Cash On Hand	1/31/23	\$5,233,173.13
Projected Expenditures (2023)	12/31/23	\$7,263,166.70
Projected Cash On Hand	1/1/24	-\$2,029,993.57
2024 Millage Revenue	1/31/24	\$4,003,524.00
Projected Cash On Hand	1/31/24	\$1,973,530.44
Projected Expenditures (2024)	12/31/24	\$2,301,348.17
Projected Cash On Hand	1/1/25	-\$327,817.73
2025 Millage Revenue	1/31/25	\$4,003,524.00
Projected Cash On Hand	1/31/25	\$3,675,706.27
Projected Expenditures (2025)	12/31/25	\$2,582,600.00
Projected Cash On Hand	1/1/26	\$1,093,106.27
2026 Millage Revenue	1/31/26	\$4,003,524.00
Projected Cash On Hand	1/31/26	\$5,096,630.27
Projected Expenditures (2026)	12/31/26	\$578,600.00
Projected Cash On Hand	1/1/27	\$4,518,030.27



SUMMARY OF MILLAGE FUND
Trails & Parks Millage
2015-2026



SUMMARY OF MILLAGE FUNDS

(Revenue / Expenditures / Commitments / Projections)

2015-2026

		Actual Inc/Exp 2015	Encumbered 2015	Actual Inc/Exp 2016	Encumbered 2016	Actual Inc/Exp 2017	Encumbered 2017	Actual Inc/Exp 2018	Encumbered 2018	Actual Inc/Exp 2019	Encumbered 2019	Actual Inc/Exp 2020	Encumbered 2020
Total Budgeted													
Total Expended / Projected		\$100,831.53		\$495,620.03		\$2,239,988.32		\$1,950,942.03		\$6,618,809.18		\$5,071,762.25	
Total Encumberances			\$0.00		\$340,640.58		\$1,408,663.44		\$1,071,323.13		\$3,697,199.77		\$6,980,039.53
Actual Millage Collected (2015-2020)		\$3,504,041.30		\$3,638,860.00		\$3,693,272.00		\$3,757,795.00		\$3,890,000.00		\$3,790,454.00	
Estimated Millage to Collect (2021-2026)													
Fund Balance (Total Collected less Expend/Encumbered)		\$3,403,209.77		\$2,802,599.39		\$44,620.24		\$735,529.84		-\$6,426,008.95		-\$8,261,347.77	
Fund Balance (Total Estimated to Collect less Projected)													
Fund Balance (Cumulative)		\$3,403,209.77		\$6,205,809.16		\$6,250,429.40		\$6,985,959.24		\$559,950.29		-\$7,701,397.48	

SUMMARY OF MILLAGE FUNDS

(Revenue / Expenditures / Commitments / Projections)

2015-2026

		Actual Inc/Exp 2021	Encumbered 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Actual Expend. 2015-2021	Encumbered 2015-2021	Projected Projects 2022-2026
Total Budgeted											
Total Expended / Projected		\$2,640,382.52		\$602,849.38	\$456,503.03	\$501,850.00	\$565,100.00	\$533,600.00	\$19,118,335.86	---	\$2,659,902.41
Total Encumbrances			\$6,501,431.32	\$107,515.38	\$108,553.03	\$0.00	\$0.00	\$0.00	---	\$19,999,297.77	---
Actual Millage Collected (2015-2020)		\$4,003,524.00							\$26,277,946.30		---
Estimated Millage to Collect (2021-2026)				\$4,003,524.00	\$4,003,524.00	\$4,003,524.00	\$4,003,524.00	\$4,003,524.00			\$20,017,620.00
Fund Balance (Total Collected less Expend/Encumbered)		-\$5,138,289.84		\$3,293,159.24	\$3,438,467.94	\$3,501,674.00	\$3,438,424.00	\$3,469,924.00	-\$12,839,687.32		
Fund Balance (Total Estimated to Collect less Projected)											\$17,141,649.18
Fund Balance (Cumulative)		-\$12,839,687.32		-\$9,546,528.08	-\$6,108,060.14	-\$2,606,386.14	\$832,037.86	\$4,301,961.86			

Total Millage Collected (2015-2021)	\$26,277,946.30
Total Millage Estimated to Collect (2022-2026)	\$20,017,620.00
TOTAL REVENUE (2015-2026)	\$46,295,566.30
Total Expenditures to Date	\$19,118,335.86
Total Committed Funds to Date	\$19,999,297.77
TOTAL EXPENDITURES / COMMITTED FUNDS	\$39,117,633.62
Total Millage Revenue, less Expend/Committed Funds (2015-2026)	\$7,177,932.68
Total Projected Expenditures (2022-2026)	\$2,659,902.41
Remaining Millage Balance (2015-2026)	\$4,518,030.27



Timeline for Trails and Parks Millage Application Round

March 1 - Application period opens

Last Friday in July at 5:00 pm - Applications Due

August - Park Staff Review Applications & work with consultant on validating cost estimates and project viability, staff will get any supplemental materials from applicants requested.

August-TBD - if needed meeting with MDOT, MDNR, and TCRPC to review/coordinate their grant applicants

Mid-August to Mid-September - TBD - Park Staff posts applications in shared drive for commissioners. Park Commissioners begin to do preliminary review and scoring on own.

August/Early September - Site Visits with Park Staff and Park Commissioners

Mid-September - Draft viability report sent to each applicant

Fourth Monday in September - Applicants present their proposals and Spicer Group presents their review to the Park Commission.

November 22, 2021 - Deadline for Park Commissioners online scoring and prepare Condensed Report of preliminary scoring for the December Park Commission meeting

December 13, 2021 - Parks Commission Meeting: Go over applications, review spreadsheet of scores, and come to consensus on scoring and recommendations

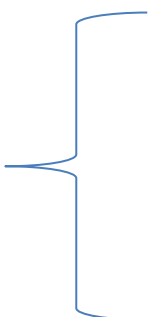
December - Deadline to get on agendas

January - Human Services

January - Finance

January - BOC

February - Applicants notified of decision



Adopt resolution: final
recommendation for
funding

Ingham County Trails and Parks Program Scoring Criteria

The following criteria will be used to evaluate and select projects. The project's final score will be based on the sum of all the scores. Criteria to be scored are as follows:

1. Does this project either contribute to the completion of one of the top five scoring New Trail Preferences as listed in the Ingham County Trails and Parks Comprehensive Report Table 18 (attached)?

0= no 5= yes

_____pts. (Max 10%)

2. Does this contribute to County connectivity?

0= no 10= yes (If you meet *any* of the criteria listed below, you get 10 points).

_____pts. (Max 20%)

Improves Regional Connectivity Projects that improve regional connectivity and access throughout Ingham County will receive a higher priority. To determine whether a project improves regional connectivity or access, the project should address the following

- Contributes to the completion of the Ingham County regional priority corridors as depicted on Figure 24 (attachment A) either as existing trail reconstruction, new regional trail gap construction or new local trail access to the regional network (including enabling water trail access);
- Improves access to or within Ingham County Parks;
- Improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities;
- Expands transportation options as well as provide for recreation;
- Increases access to sites of natural, scenic or historic interest.

3. Did this project apply for other funding partners such as state or federal grants, donations, individual contributions, local contribution, or other funding sources?

Yes or No?

0= no 5=yes

_____pts. (Max 10%)

4. Overall, how do you rate the project?

Considerations

For each bullet point met:

0-5 = 3 pts
6-10 = 7 pts
11-14 = 10 pts

10pts _____

+

0% = 10 pts
>0-10% = 8 pts
>10-20% = 6 pts
>20-30% = 4 pts
>30% = 2 pts

- Project area is under public ownership or is currently accessible for public use;
- Does not require complex or lengthy acquisition process;
- Does not require a complex or lengthy permitting process;
- Is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land;
- There is an imminent threat to lose the project opportunity;
- Demonstrates cost efficiency;
- Is appropriate and in line with available funds.
- Has been prioritized in adopted plans;
- Has volunteer and/or partner organization support;
- Is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities;
- Has the support of multiple jurisdictions and/or stakeholders.
- The project increases or improves access and provides low cost transportation and recreation options for low income populations;
- Is located in a high use area;
- Is located in an underserved area;

- Contributes to an equitable geographical distribution of the millage funds. (% received to date per community is noted on the viability report)

10pts _____ =

Rate the project on a scale of 1-20, 1 being least desirable and 20 being most desirable.
_____pts. (Max 40%)

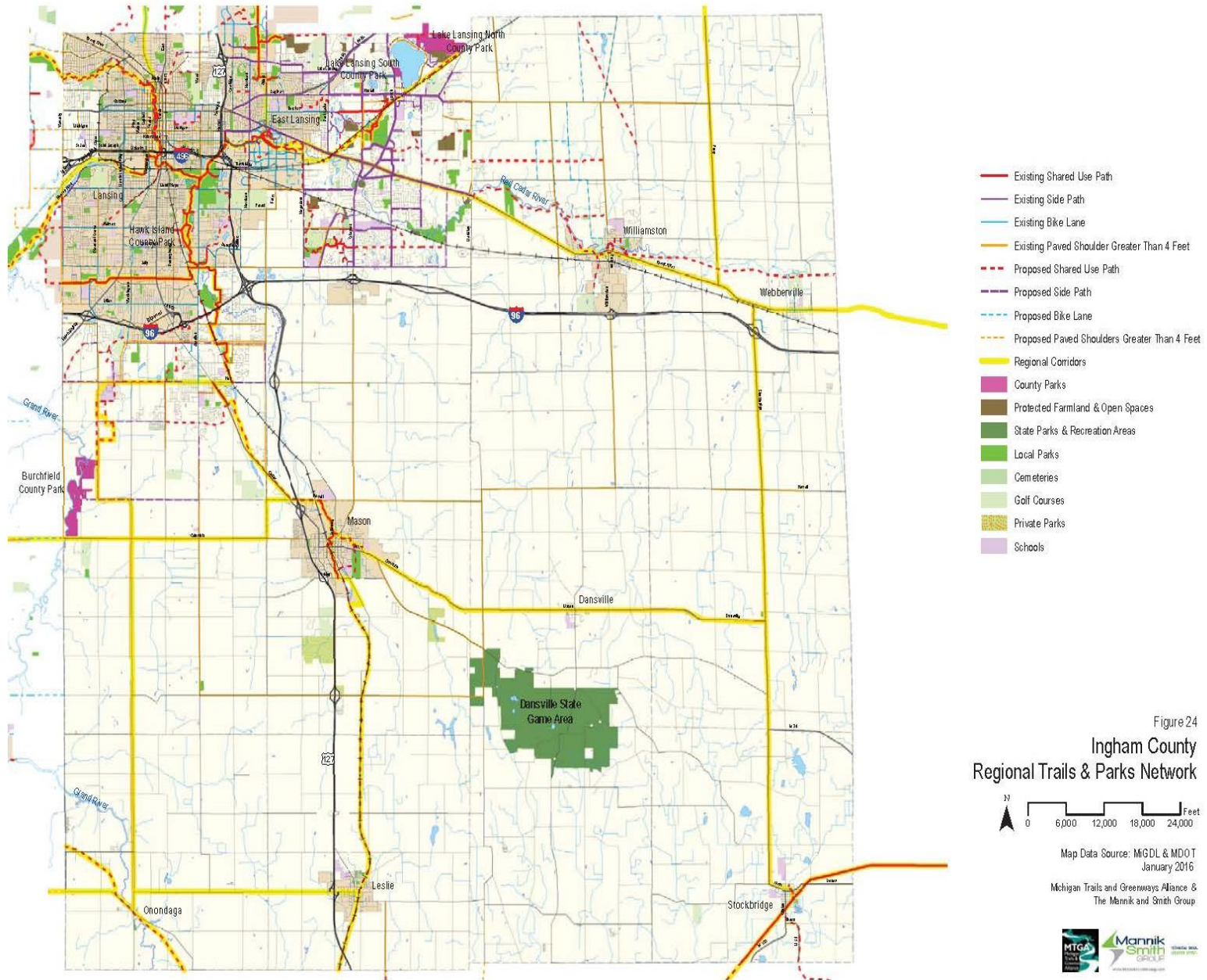
5. Is this project a small grant-requests up to \$300,000 for municipalities contributing less than 5% of total county millage revenue collected to date? Reference Attachment B.

0= no 10= yes

_____pts. (Max 20%)

_____Total Points Scored (Total Possible 50)

Attachment A: Figure 24



Attachment B

Ingham County Trails and Parks Millage Estimated Revenue by Municipality

Municipality	2014 – 2020 Estimated Revenue Total	Percent of total collected to date
Alaeidon Township	595,518	2.7%
Aurelius Township	421,582	1.9%
Bunkerhill Township	225,460	1.0%
Delhi Township	2,146,321	9.8%
Ingham Township (including Dansville)	218,277	1.0%
Lansing Township	832,831	3.8%
Leroy Township (including Webberville)	353,418	1.6%
Leslie Township	267,936	1.2%
Locke Township	212,190	1.0%
Meridian Township	4,895,257	22.3%
Onondaga Township	260,622	1.2%
Stockbridge Township	691,717	3.1%
Vevay Township	381,186	1.7%
Wheatfield Township	212,977	1.0%
White Oak Township	207,460	0.9%
Williamstown Township	681,392	3.1%
East Lansing (City)	2,608,155	11.9%
Lansing (City)	5,712,413	26.0%
Leslie (City)	102,877	0.5%
Mason (City)	641,118	2.9%
Williamston (City)	312,274	1.4%
Total	21,980,980	100.0%

Updated 1-26-21

*Estimated revenue is actual revenue due to current year tax collections, Payments in Lieu of Taxes, Industrial Facilities Tax, Delinquent Personal Property Tax and adjustments to prior year taxable values proportioned each year by taxable value. This overstates the collections in municipalities with substantial Tax Increment Financing plans and understates the collections in other municipalities.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO ESTABLISH ADDITIONAL GUIDELINES FOR
TRAILS AND PARKS MILLAGE GRANT RECOMMENDATIONS**

RESOLUTION # 19 – 092

WHEREAS, the Park Commission has until now, at the direction of the Board of Commissioners, limited its recommendations to projects which would be started in the present year or immediately following two years up until and through the ending of the current Trails and Parks Millage as outlined in Resolution 17-275; and

WHEREAS, a substantial financial reserve has accumulated; and

WHEREAS, the Board of Commissioners contemplates placing the question of renewing the Trails and Parks Millage before the voters at the presidential primary election to be held in 2020; and

WHEREAS, it the Board of Commissioners believes it would be beneficial to shift the focus of planning toward longer term projects and spending as well as award 50% up front of approved grant awards to the communities to alleviate the accumulated millage fund balance.

THEREFORE BE IT RESOLVED, that future recommendations to the Board of Commissioners may include proposals to be funded up to four calendar years beyond the current year.

BE IT FURTHER RESOLVED, that 50% of each grant will be disbursed up front to the communities for their trails and parks projects starting with those projects awarded with resolution 19-047 and going forward.

BE IT FURTHER RESOLVED, the role of the Park Commission is to receive, evaluate, and rate all proposals, and to forward them for consideration to the Board of Commissioners, including for each proposal a description of its primary strengths and weaknesses.

BE IT FURTHER RESOLVED, the decision whether to fund a given project is reserved to the Board of Commissioners.

HUMAN SERVICES: Yeas: Tennis, Trubac, Sebolt, Morgan, Slaughter, Stivers, Naeyaert
Nays: None **Absent:** None **Approved 03/04/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None **Absent:** None **Approved 03/06/2019**

Ingham County Round 7 Millage Applications

Community	Application	Amount Requested	25% Upfront Payment	% / Amount of Millage Received to Date	Total # of Projects awarded Millage Funds	# of Open Projects	of Closed Projects
Alaiedon Township	Leek Cemetery Nature Trail and Improvements	\$296,400.00	\$74,100.00	0.00%	0	0	0
Vevay Township	Vevay Township Community Park and 5-Year Recreation Master Plan	\$81,500.00	\$20,375.00	0.00%	0	0	0
City of Leslie	Leslie Shared Use Path - Hull Rd to S. Cameo Dr.	\$313,800.00	\$78,450.00	0.02%	1	0	1
City of Leslie	Leslie Shared Use Path - Middle School to Russell Park	\$486,600.00	\$121,650.00	0.02%	1	0	1
City of Leslie	Leslie Shared Use Path - Russell Park to Woodlawn Cemetery	\$570,900.00	\$142,725.00	0.02%	1	0	1
Leroy Township	Simmons Memorial Park	\$21,600.00	\$5,400.00	0.19%	1	0	1
Charter Township of Lansing	Phase II - Waverly Road Shared Use Pathway - Feasibility Study	\$18,750.00	\$4,687.50	1.31%	1	0	1
Village of Stockbridge	Greater Stockbridge Connectivity & Wellness Park Enhancements	\$395,600.00	\$98,900.00	3.08%	1	0	1
City of Mason	Hayhoe Riverwalk Trail – Repair	\$337,000.00	\$84,250.00	3.81%	5	0	5
City of Mason	Columbia Street Bridge- Protected Walkway Construction	\$162,000.00	\$40,500.00	3.81%	5	0	5
City of Mason	Jefferson Trailhead / Community Garden - Improvements	\$204,000.00	\$51,000.00	3.81%	5	0	5
City of Lansing/FLRT	Trail Ambassador Coordinator	\$20,000.00	\$5,000.00	0.32%	3	1	2
Leslie Township	Leslie Township Grounds Lighting and Recreational Improvements	\$300,000.00	\$75,000.00	0.79%	2	1	1
City of Williamston	Memorial Park Trail Planning & Engineering	\$40,700.00	\$10,175.00	0.44%	1	1	0
*Meridian Township	MSU to Lake Lansing Connector Trail, Phase III	\$225,000.00	\$431,250.00	15.69%	14	4	10
City of Lansing	Rivertrail Bank Stabilization - Mt. Hope Cemetery	\$220,000.00	\$55,000.00	50.90%	33	23	10
City of Lansing	Overband and Crack Sealing of Lansing River Trail	\$75,000.00	\$18,750.00	50.90%	33	23	10
City of Lansing	Corporate Research Park Pathway	\$1,267,000.00	\$316,750.00	50.90%	33	23	10
City of Lansing	Montgomery Drain - Ranney Park & Red Cedar Park Pathways	\$3,500,000.00	\$875,000.00	50.90%	33	23	10
Ingham County	Hawk Island Boardwalk Replacement, Phase 3	\$327,700.00	N/A				
Ingham County	Lake Lansing North - Boardwalk Replacement, Phase 3	\$471,400.00	N/A				
Ingham County	Lake Lansing North - MSU to Lake Lansing Trail Connector	\$315,000.00	N/A				

TOTAL \$9,649,950.00 \$2,508,962.50

*Meridian Township application total request \$1,725,000.00, Resolution 20-563 already approved a commitment of \$1,500,000, just requesting an additional \$225,000.00

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 25, 2021
RESOLUTION# -21

RESOLUTION 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.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 25, 2021
RESOLUTION # -21

**RESOLUTION 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.



MEMORANDUM OF UNDERSTANDING

2022 – 2032

By and Between

Mid-Michigan Mountain Bike Association

&

The County of Ingham acting on behalf of the Parks
Department

MEMORANDUM OF UNDERSTANDING

between

Mid-Michigan Mountain Biking Association (MMMBA)

and

The County of Ingham acting on behalf of the Parks Department

This MEMORANDUM OF UNDERSTANDING is hereby made and entered into by and between the Mid-Michigan Mountain Biking Association, hereinafter referred to as MMMBA, 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:

This MOU is intended to provide a written framework extending the collaboration between MMMBA and the County. for the continuation of mutually beneficial programs, projects and bicycling activities at the county level. These programs, projects and activities comprise part of the Ingham County Parks multiple use mission and serve the public.

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

A. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

Ingham County Parks’ benefits include an active partnership with MMMBA to plan, build, maintain and promote designated mountain bike trails for the expanded use and enjoyment of mountain bike riders on Ingham County Parks trail systems.

This cooperative effort is provided through the strategic planning of trail development and provides a public service to all trail users.

B. Ingham County Parks may:

1. Work with MMMBA to identify opportunities (trail projects, education and assistance) and jointly pursue such projects with the mountain bike community.
2. Make Ingham County Parks lands available for mountain biking and related activities, subject to applicable laws, regulations, policy, plans and other management direction.
3. Include and utilize MMMBA technical expertise in Ingham County Parks programs as they relate to mountain biking and trail development. Provide to the public the appropriate rules and regulations pertaining to mountain biking on county property.
4. Under the supervision of park staff and when prior authorization has been granted, hand tools may be made available for volunteers working on trail maintenance. Such tools include but

are not limited to: shovels, leaf rakes, iron rakes, Mattocks, McLeod's, rogue hoes, bow-saws, folding hand-saws, machete, pruning shears, loppers, wheel barrels, etc.

5. Promote awareness and bicycle access throughout the Ingham County Parks trail system through social media, web forums, ride events and other channels.
6. Help identify and advocate for mountain bike current trends as part of the 5 year master plan public input and stake holder process by being responsive to user needs.
7. Works collaboratively with MMMBA in the development of way finding and signage design, concepts, and implementation program for Ingham County Trails.

C. MMMBA may:

1. Work with Ingham County Parks to identify appropriate partnership opportunities (trail projects, promotion and education programs) and jointly pursue such projects in conjunction with the mountain biking community and the Ingham County Parks.
2. Provide technical assistance with projects, educational activities, grant application, and mountain biking activities and management.
3. Under the direction of Ingham County Parks staff, assist in coordinating trail development and maintenance using volunteers.
4. Utilize IMBA (International Mountain Biking Association) best-practices for trail development and maintenance. This includes a focus on rider safety, environmental protection and sustainability.
5. Monitor the bicycle accessible multi-use trails designated for mountain bike use and to make alterations as needed to counter erosion problems as well as to improve the trail as deemed appropriate by Ingham County Parks trail managers.
6. Monitor the trail system and assist in removing incidental debris such as leaves, limbs, sticks, etc., on the mountain bike trails.
7. Organize volunteer trail maintenance events to assist in maintenance of the mountain bike accessible trails within the confined resources of the MMMBA.
8. Perform regular inspection of all built trail structures that are specific to the mountain bike accessible trails. This will be completed once a month using a comprehensive checklist/worksheet (attached) to ensure that all structures are in good condition. These inspections will be completed in season when mountain bike accessible trails are open. Needed repairs will be made as soon as is reasonable; whenever they are discovered or reported by riders or park personnel. MMMBA and Ingham County Parks to coordinate when necessary on larger trail maintenance projects.
9. Obtain Ingham County Parks approval prior to implementation of any new trail development, outside trail line improvements and other major maintenance beyond basic trail care.
10. Encourage safe and courteous trail use and responsible bicycling.
11. Promote awareness and bicycle access throughout the Ingham County Parks trail system through social media, web forums, ride events and other channels.
12. Help identify and advocate for mountain bike current trends as part of the 5 year master plan public input and stake holder.

13. Provide available hand tools for use by volunteers for trail maintenance. Such tools include but not limited to: shovels, leaf rakes, iron rakes, Mattocks, McLeod's, rogue hoes, bow-saws, folding hand-saws, machete, pruning shears, loppers, wheel barrels, etc.
14. Work collaboratively with Ingham County Park staff in the development of way finding and signage design, concepts, and implementation program for Ingham County Trails.

D. LIABILITY:

1. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the MMMBA in the performance of this Agreement shall be the responsibility of the MMMBA, 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 MMMBA, any volunteer, subcontractor, or anyone directly or indirectly employed by the MMMBA. Further, this agreement shall not serve as a waiver of any defense that the MMMBA may have to any potential claim, including the extension of governmental immunity to the MMMBA as a government contractor or quasi-government agency.
2. All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the County in the performance of this Agreement shall be the responsibility of the County and not the responsibility of the MMMBA 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 MMMBA in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the County and the MMMBA 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 its employees, respectively, as provided by statute or court decisions. Further, this agreement shall not serve as a waiver of any defense that the MMMBA may have to any potential claim, including the extension of governmental immunity to the MMMBA as a government contractor or quasi-government agency.

E. INSURANCE:

1. MMMBA shall purchase and maintain insurance not less than the limits set forth below. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan and with insurance carriers acceptable to the County and have a minimum A.M. Best Company's Insurance Reports rating of A or A- (Excellent).

2. General Liability Insurance on an “Occurrence Basis” with limits of liability not less than \$1,000,000 per occurrence and/or aggregate combined single limit.. General aggregate, products, personal and adv. injury are included in the MMMBA insurance policy. This is a standard mountain bike association insurance policy underwritten by one of the few companies who write such policies.
3. Proof of Insurance - MMMBA shall provide to the County at the time the Agreements are returned by it for execution, two (2) copies of certificates of insurance for each of the policies mentioned above.

F. **NONDISCRIMINATION.** The MMMBA, 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, weight, or marital status. The MMMBA shall adhere to all applicable Federal, State and local laws, ordinances, 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 of 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 Agreement. In the event MMMBA is found not to be in compliance with this section, the County may terminate this Agreement effective as of the date of delivery of written notification to MMMBA.

G. **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. **MODIFICATION.** Modifications within the scope of the instrument 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. **PARTICIPATION IN SIMILAR ACTIVITIES.** This instrument 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.
4. **TERMINATION.** Any of the parties, in writing, may terminate the instrument in whole, or in part, at any time before the date of expiration.
5. **PRINCIPAL CONTACTS.** The principle contacts for this instrument are:

Ingham County Parks Contact	MMMBA Contact
Contact: Tim Buckley, Burchfield Park Manager	Contact: Scott VanWalsum, MMMBA President
Phone: 517-676-2233	Phone: 616-460-6910

E-mail:tbuckley@ingham.org	E-mail: president@mmmmba.org
Ingham County Parks Administrative Contact	MMMBA Administrative Contact
Contact Tim Morgan- Director of Parks	Contact Teresa DeLisle, MMMBA
Phone: 517-676-2233	Phone: 517-303-70875
E-mail: tmorgan@ingham.org	E-Mail: treas@mmmmba.org

6. NON-FUND OBLIGATING DOCUMENT. This instrument is neither a fiscal nor a funds obligation document. Any endeavor or transfer of anything of value involving reimbursement or contribution of funds between the parties to this instrument will be handled in accordance with applicable laws, regulations, and procedures including those for Government procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This instrument does not provide such authority. Specifically, this instrument does not establish authority for noncompetitive award to the cooperator of any contract or other agreement. Any contract or agreement for training or other services must fully comply with all applicable requirements for competition.
7. COMMENCEMENT/EXPIRATION DATE. This instrument is executed as of the date of last signature and is effective through January 1, 2032 at which time it will expire unless extended.
8. 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.
9. 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.
10. 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.
11. 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.
12. SEVERABILITY. If any part 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.

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:

MMMBA:

Bryan Crenshaw – Chairperson
Ingham County Board of Commissioners

Scott VanWalsum, President
Mid-Michigan Mountain Biking
Association

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

Mattis D. Nordfjord

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 25, 2021

RESOLUTION # -21

RESOLUTION 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.

MATERIAL REQUISITION

Use this form for purchases ≥\$1,000

Vendor Name: Kassbohrer All Terrain Vehicles Email: Ship to:	Date: 10/19/2021 For pick-up: Call when order is ready for pick-up.
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Quantity	Description	Unit Cost	Amount
	Preventative Maintenance Service of Snow Groomer	\$3,686.24	\$3,686.24
	Sole Source: Kassbohrer is the manufacturer of		
	the snow groomer. This is a specialty piece of		
	equipment that needs maintenance from the		
	manufacturer. The final cost may be less if another		
	ski area in Michigan is getting the same service.		

Indicate Park and Account Name to be charged: (E.g. HI Maintenance) Equipment Maintenance and Repair	TOTAL \$3,686.24
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Requested By: Brian Collins 	Submission of this requisition form signed with either your initials or signature certifies that you have followed county and departmental purchasing procedures and policies.
Approved By:	

The reason for this request: ANNUAL MAINTENANCE OF SNOW GROOMER
 Due to vacant Park Mechanic position

Purchase Order Information

1. Is this a confirming P.O. request? Yes ____ (Purchasing Dept. has entered one) No X (I need one entered)
2. Is this a fixed asset purchase? Yes ____ (over \$5,000) No X (less than \$5,000)
3. _____ Date Request for Purchase Order input. _____ Initials
4. _____ Date Budget transfer request complete. _____ Initials
5. Any special instructions/Where should item be delivered?

C:\text backup 051921\Material Reqs\well and pressure tank material req.xls

Kassbohrer All Terrain Vehicles, Inc.
18190 Dairy Lane, Suite #103
Jordan, MN 55352

Date: : 10/08/21
Quote # : _____

Customer : Ingham County Parks

Vehicle # : 2014 PB 100

Service Quotation

Pos	Quan	Description	Part Number	Unit Price	Extension
1	1	AIR FILTER	8.319.155.221.0	\$169.00	169.00
2	1	ENGINE OIL FILTER	8.312.089.054.0	\$24.00	24.00
3	1	HYDRAULIC FILTER	8.216.540.319.0	\$131.35	131.35
4	1	FUEL FILTER	8.312.088.015.0	\$25.94	25.94
5					0.00
6	5	ENGINE OIL X GALLON		\$13.46	67.30
7	4	75/90 GEAR OIL X PINT		\$5.84	23.36
8	12	80/140 GEAR OIL X PINT		\$5.87	70.44
9	10	HYDRAULIC OIL X GALLON		\$14.16	141.60
10	1	SHOP SUPPLIES		\$50.00	50.00
			Total, Parts	(Estimated)	702.99
11	8		Labor, Estimate	135.00	1,080.00
		Price does not include applicable taxes	Estimated Total		1,782.99
	10		Driving Time	\$75.00	750.00
	659		Mileage	\$1.75	1,153.25
			Grand Total		\$3,686.24

Comment: Service includes changing all fluids and filters, inspection of suspension and wheel bearings, remove and
reinstall tracks, extra time required for tiller inspection and re-pack of bearing - add 4 hours

Signed: _____

Paul Scanlon - Sales / Operations Manager
Kassbohrer All Terrain Vehicles, Inc

Date

Directors Report 2021
9/15/21- 10/20/21 (October 25th, 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 with Purchasing to get out for bids in the coming weeks.
- Attended a couple Millage progress update meeting with Nicole Wallace, Brian Collins, Jared Cypher and Tanya Moore from Spicer group.
- Continued with Tim Buckley and Brian Collins on permitting for projects both at Burchfield and Hawk Island Parks.
- Attended a Unity in the Community event for County Employees and their families at Hawk Island County Park.
- Attended a Ribbon Cutting for Lansing Parks Bear Lake Pathway connector “new” trail this was funded in round 3 happy to see it completed with state grants helping the trails and parks millage on this one!
- 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 very early in the planning for this.
- 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, hopefully still before the end of the year.
- 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 Northern Tier Trails with Nicole Wallace and we were able to see the progress on two of their projects.
- Attended and help present at an MParks Trails Focus fall workshop that featured Ingham County Wayfinding system as well as a session talking about motorized trail use and trails ethics.
- Attended a kick off meeting with Tri-County Regional Plan Commission for a three county wide trails plan for our region that would eventually connect the three counties and look at state connections as well. Early in the process.
- Worked with Spicer and Staff on the Parks 5-year master plan and Trails and Parks Master Plan updates. The 5-year parks plan is out for public review and the Parks Commission will be looking at that again in November.
- Was able to do a week get away to the UP and walked the shores of Lake Superior many days collecting rocks and agates. We also wandered off to Crisp Pointe Light house and a couple other not so remote light houses! We caught and ate perch for many meals and relaxed truly out of cell service for the majority of the time ☺.

- There is still time to get out and enjoy autumn's colorful transition this fall at one of the Counties best resources with family and/or a friend at the end of summer.



Kelly and Nicole working on Administrative items and smiling (even if you can't see with the masks!)

Lastly, check out the fun time at the Fair the last weekend in October!

Jack O' Lanterns Unleashed is a family friendly Halloween experience unlike any other in Michigan. Stroll through 5,000 hand carved pumpkins in various themes like Dinosaurs, Carnival and Under the Sea! Tickets are all inclusive for this one of a kind event!

IS THIS APPROPRIATE FOR CHILDREN?

Jack O' Lanterns unleashed is appropriate for all ages. The attraction is not scary. There are no jump scares of any kind.

HOW DO I BUY TICKETS?

Tickets must be purchased in advance, online on this website. Tickets will not be for sale at the gate. Tickets are all inclusive for this event. There will be food, beverages and merchandise for sale at additional costs.

HOW MUCH ARE TICKETS?

Ticket prices vary depending on the evening you plan to attend. Children under the age of 5 are free.

https://fair.ingham.org/index_halloween.php

Presented By:	Ingham County Fairgrounds
Dates:	10/28/2021, 10/29/2021, 10/30/2021, 10/31/2021
Time:	8:00 PM to 10:00 PM

Burchfield Park September/October Manager's Report

- Wetland Delineation professional services completed for proposed "Dirt School" area
- Continued correspondence with EGLE about permitting for "Dirt School"
- Attended Vermont Systems Rec Chat session on their "Kiosk" bundle feature
- Researched VenTek International automated self-service fee machines for entrance fees. Obtained quotes for 3 units (one for each park)
- Worked with admin staff and legal dept. on Eaton Rapids MOU and Laux Construction change order contract
- Renewed CTA certification
- Continue hiring and training new seasonal staff
- Drafted letter of support for Capital City Renegades bid packet to host 2023 U.S. Women's Disc Golf Championship event at Burchfield
- Welcomed nearly 50 Mason High School volunteers for work day at Burchfield-Oct. 7th
- Met with Tim Morgan, Brian Collins, and LAP Prime Professional team for McNamara Landing pavement project-Oct. 13th
- Assistant Manager and Ranger ordered parts and repaired park equipment
- Constructed new firewood bin
- Hosted several park events including:
 - Boomtown Showdown ran by GUTS-Sept. 18th
 - 2nd Eaton XC Meet-Sept. 21st
 - CCR Fundraiser Disc Golf Event-Oct.2nd
 - Michigan State Doubles Tournament-Oct.9th&10th
 - Boy Scout Campout-Oct.15th thru Oct. 17th
 - Dragon in the Woods 5k run-Oct.16th

Park Maintenance

- Rented stump grinder and removed several stumps
- Started fall mulching in mowed areas and leaf blowing on trails
- Split and stack firewood
- Trail maintenance and improvements with help of volunteers
- Inspected and started repairing wooden structures such as, steps and railings
- Aerated and fertilized ballfield



MHS Volunteer Work Day



Ranger Cole Running Stump Grinder



Splitting a Mountain of Firewood



Clearing Downed Trees on Hiking/Biking Trails



Double Rainbow over Burchfield Ballfield



Zero Turn Mower Training

Lake Lansing Park Report – September/October

Highlights:

Attended Staff and Manager Meetings

Attended Park Commission meeting

Attended SAD meeting

Attended Band Shell year in review meeting

Repaired the closed boardwalk section on the Green Trail

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

Attended meetings regarding LLN trail grant project

Met with Playmakers group regarding Autumn Classic event

Helped manage Autumn Classic event (500+ participants)

Attended Pre-Construction meeting with Generation III Excavating/Jim Hudgins regarding Stone Path.

Monitored Stone Path construction

Attended Friends of Ingham County Parks meeting

Developed draft Food Truck/Cart Agreement

Re-certified CPRP

Working with Meridian Twp toward a Prescribed Burn this Fall.

Ordered new AIS system for Boat Launch project



Boardwalk Repair



Mums

Stone Path Pictures:



October 2021 Parks Commission Meeting

Monthly Managers Report

Hawk Island County Park

- Attended Millage Progress meetings with Tim, Nicole and Tanya
- Attended South Lansing Business Association general membership meeting
- Attended South Lansing Business Association Board Meeting
- Removed green chainlink fence between Hawk Island Park and Scott Woods Park.
- Prepped snow making guns and pumps for snowmaking operations.
- Cristina Estrada set up volunteer work days at Hawk Island.
- Set up reservation slots and open tubing times for tubing hill.
- Worked with MDEQ and City of Lansing on building permit for tubing storage shed.
- Worked with vendors for replacement of heaters inside red tail warming building.
- Installed new donation benches and concrete approach to fishing docks.

September - Parks Office Monthly Report

Meetings/Trainings

Ranking Action Plan with Park Managers
Staff meeting at Lake Lansing South

Contracts/Resolutions

Drafted/edited the following resolutions:

- Laux Amendment

Customer Service

We received 514 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

We are so happy to have Kim Nguyen join the parks office. She is also a Hawk Island employee. Here is a little information about her.

I graduated from MSU in 2016 with a Bachelor's in Zoology with a focus on Zoo and Aquarium Science. I've been married for 3 years to my now husband after dating for at least 7 years. I've worked at Hawk Island for about 10 years now (if my math is correct) and my dream career would be working with big cats (especially cheetahs and snow leopards) at a well-known zoo. Being outside (either working or playing) is a must for me, and my husband and I love going to the Traverse City area for our anniversary.

The Parks Department participated in the Unity in the Community event at Hawk Island on September 17th.



	Burchfield		Riverbend		McNamara		North		Boat Launch		South		Hawk Island		TOTAL	TOTAL
	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	4840	21723	3002	9520	3406	7140	17562	62776	40,315	131,175
Feb	15770	24868	2175	0	3446	3779	3814	19307	3359	8413	3908	6457	21905	49121	54,378	111,945
Mar	17041	17079	2152	2312	4962	3909	4895	12261	7889	7984	6136	7625	29596	50942	72,671	102,112
Apr	21267	34492	5136	5366	8994	11438	11248	24749	10840	12172	7403	16816	34676	81751	99,564	186,783
May	41014	47587	7168	8554	11261	20197	13313	36182	19786	17329	22159	28807	54697	136126	169,398	294,783
Jun	35947	48732	5381	5295	10262	11842	21425	23829	25250	16394	29692	55007	59886	150448	187,843	311,547
Jul	38018	50614	5139	4697	10323	11864	10901	18568	45228	15266	35093	60053	72718	161442	217,420	322,504
Aug	43277	42797	6390	4415	9728	11787	37169	19494	17389	14125	32305	53460	72339	143564	218,597	289,642
Sep	35749	36648	5480	4988	9054	11968	7438	21842	6229	11583	19289	26908	42285	89264	125,524	203,201
Oct	51709	0	20217	0	7386	0	13581	0	4381	0	11310	0	32797	0	141,382	0
Nov	23276	0	5390	0	6561	0	12888	0	7018	0	9424	0	28086	0	92,644	0
Dec	16424	0	2399	0	5372	0	11171	0	3606	0	6476	0	21288	0	66,735	0
TOTALS	349,230	328,183	67,027	35,627	89,119	91,434	152,682	197,953	153,977	112,786	186,602	262,274	487,835	925,434	1,486,472	1,953,691

2021 Parks Budget as of 10/13/21

Revenue				
208 Fund	Original	Actual	Available	Percent
570000 State Grants	\$ 50,000.00	\$ -	(50,000.00)	0%
600000 Shelter Fees	66,500.00	82,324.00	15,824.00	124%
600100 Disc Golf Fees	22,000.00	35,008.00	13,008.00	159%
610100 Boat Rental	22,500.00	18,810.00	(3,690.00)	84%
610200 Canoe/Kayak Rental	42,500.00	15,852.00	(26,648.00)	37%
620000 Boat Launch Fees	17,000.00	16,899.00	(101.00)	99%
630000 Ski Rental	8,000.00	20,059.00	12,059.00	251%
641000 Food Concessions	48,150.00	46,604.23	(1,545.77)	97%
641120 Snowshoe Rental	-	330.00	330.00	
652000 Parking Fees	332,846.00	391,422.65	58,576.65	118%
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	13,530.00	3,530.00	135%
669142 Passport Revenue	20,000.00	-	(20,000.00)	0%
669145 Park Patron Pass	-	746.00	746.00	
688220 Misc Revenue	1,000.00	1,014.05	14.05	101%
671000 Day Camp	10,000.00	9,754.00	(246.00)	98%
676020 Donations	-	100,322.56	100,322.56	
Total Collected Revenue	715,496.00	889,242.49	173,746.49	124%
698010 Carry Over Surplus Used	318,218.00	-	(318,218.00)	
699000 Revenue TSF IN - F101	1,847,197.00	1,384,272.75	(462,924.25)	75%
699228 Revenue TSF IN - Millage 228	51,500.00	38,625.00	(12,875.00)	75%
699500 Revenue TSF IN - CAP IMP	25,000.00	18,750.00	(6,250.00)	75%
Revenue Total	2,957,411.00	2,330,890.24	(626,520.76)	79%
Personnel Services				
208 Fund	Original	Actual	Available	Percent
704000 FT Wages	736,070.00	564,184.01	171,885.99	77%
705000 Seasonal Wages	646,384.00	502,110.76	144,273.24	78%

2021 Parks Budget as of 10/13/21

706000 FT Overtime	4,783.00	7,073.41	(2,290.41)	148%
706100 On Call Payments	5,320.00	404.00	4,916.00	8%
706700 Seasonal Overtime	1,787.00	388.52	1,398.48	22%
708000 Meeting Fees	9,750.00	7,050.00	2,700.00	72%
713000 Misc Fringes	-	-	-	
714000 Unemployment	3,726.00	5,364.35	(1,638.35)	144%
715000 Fica County Share	56,949.00	80,802.89	(23,853.89)	142%
715050 Liability Insurance	849.00	5,693.37	(4,844.37)	671%
716020 PHP Health Insurance	152,974.00	142,746.46	10,227.54	93%
716030 Health Waiver	6,451.00	3,152.70	3,298.30	49%
716035 Retiree Hlth Ins Chargeback	41,418.00	34,481.70	6,936.30	83%
716040 Retiree Hlth Ins Trust Chg	33,499.00	27,035.33	6,463.67	81%
716100 Dental Insurance	10,809.00	8,940.85	1,868.15	83%
716200 Vision Insurance	1,559.00	1,286.10	272.90	82%
716450 Seperation Buyout Chgback	13,031.00	10,525.77	2,505.23	81%
717000 Life Insurance	1,320.00	1,176.31	143.69	89%
717100 Disability Insurance	682.00	573.23	108.77	84%
718000 Retirement Program	162,297.00	124,637.57	37,659.43	77%
718500 Retirement Defined Contr.	5,882.00	5,494.24	387.76	93%
720000 Longevity	7,000.00	-	7,000.00	0%
722000 Wkcpmp Insurance	3,383.00	3,168.34	214.66	94%
Personnel Services Total	1,905,923.00	1,536,289.91	369,633.09	81%
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	32,374.88	1,025.12	97%
728000 Printing & Binding	10,000.00	1,995.11	8,004.89	20%
729000 Postage	4,500.00	543.85	3,956.15	12%
730000 Office Supplies	2,800.00	961.23	1,838.77	34%
731000 Photo-Copying & Supplies	600.00	-	600.00	0%
734000 Non-Capital Equipment	4,900.00	1,500.00	3,400.00	31%
735100 Controlled Capital Items	-	-	-	

2021 Parks Budget as of 10/13/21

740000 Maintenance Supplies	135,092.00	122,707.77	12,384.23	91%
743000 Other Supplies	27,031.00	20,594.58	6,436.42	76%
745000 Uniforms	7,500.00	4,064.10	3,435.90	54%
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	20,467.48	17,532.52	54%
802800 Med Services - Physicals	1,000.00	-	1,000.00	0%
815000 Memberships & Subscriptions	3,500.00	2,283.54	1,216.46	65%
818000 Contractual Services	95,567.00	68,610.52	26,956.48	72%
PAZO1 POS System	34,953.00	17,805.30	17,147.70	51%
823100 Police Services	-	-	-	0%
861000 Local Travel	3,000.00	858.54	2,141.46	29%
861100 In state Travel	3,100.00	804.76	2,295.24	26%
861110 Out of State Travel	-	-	-	
890080 Administrative Fees	12,500.00	14,868.84	(2,368.84)	119%
901000 Advertising	10,750.00	466.77	10,283.23	4%
921050 Telephone	7,900.00	6,889.29	1,010.71	87%
921060 Telephone - Long Distance	-	73.68	(73.68)	
931100 Maint-Related Contractual	37,433.00	19,969.32	17,463.68	53%
932000 Equipment Repair & Maint	75,324.00	71,142.31	4,181.69	94%
942000 Equipment Rental	8,138.00	81.78	8,056.22	1%
957120 Sales Tax	3,650.00	1,748.03	1,901.97	48%
957130 Other Taxes	-	1,874.85	(1,874.85)	
960000 Training	5,300.00	9,157.26	(3,857.26)	173%
960080 Staff Development	-	-	-	
967000 Special Project Costs	-	-	-	
Controllable Expenses Total	571,538.00	421,946.29	149,591.71	74%
Non-Controllable Expense				
<i>208 Fund</i>	<i>Original</i>	<i>Actual</i>	<i>Available</i>	<i>Percent</i>
911000 Insurance & Bonds	-	-	-	
915050 Liability Insurance	-	15,000.00	(15,000.00)	
921000 Utilities	81,981.00	37,813.20	44,167.80	46%

2021 Parks Budget as of 10/13/21

921070 Courier Service	1,448.00	-	1,448.00	0%
921150 Telephone Allocation Costs	2,159.00	2,178.48	(19.48)	101%
943000 IT Operations	36,450.00	30,285.42	6,164.58	83%
943010 Equip Service Charge	42,000.00	20,391.50	21,608.50	49%
943020 Equip Service Charge PC	5,266.00	879.12	4,386.88	17%
943100 Network Maintenance	14,711.00	10,771.10	3,939.90	73%
944000 Vehicle Service Charge	18,999.00	22,053.90	(3,054.90)	116%
944100 Copier Service Charge	1,538.00	-	1,538.00	0%
Non-Controllable Expense Total	204,552.00	139,372.72	65,179.28	68%
Capital Outlay	275,398.00	69,740.42	205,657.58	0%
Transfer Out - F228	-	-	-	0%
Budget		Actual		Percent
Total Revenue	2,957,411.00	2,330,890.24	(626,520.76)	79%
Total Expenses	2,957,411.00	2,167,349.34	790,061.66	73%
Difference	-	163,540.90		

208 Fund Balance as of 1/1/21

\$591,125.76

Projected Fund Balance as of 10/12/21

\$754,666.66

Trails & Parks Millage Program Coordinator Report

September 2021

For: Park & Recreation Commission Meeting- October 25, 2021

- Wrote memos/resolutions for Park Commission/BOC meetings
- Continued to work on the contract process for amendments for ongoing millage projects
- Attended trails focus fall workshop planning meeting
- Reviewed/edited draft master plan
- Met with Tim M., Tim B., and Kelly to discuss marketing strategies for Burchfield Park livery
- Worked with staff on social media updates
- Meetings with Tanya Moore and Tim Morgan
- Attended Human Services, Finance Committee and BOC meetings
- Attended weekly admin meetings
- Attended MACPRO meeting
- Attended staff meeting
- Met with Kelly about the annual change over in RecTrac for the 2022 parking passes
- Assisted with grant applications- for a letter of support for McNamara Landing application
- Submitted reimbursement request for Williamstown Township millage project TR052
- Ribbon cutting ceremony for Bear Lake Pathway
- Worked with Tori in Financial Services to develop language to include in resolutions to ensure compliance with the audit
- Reviewed/edited viability reports for 7th round millage applications
- Worked with Tim to request quotes for planting trees at the Ingham County Medical Care Facility under direction from Controllers office
- Communications with communities for edits to their 7th round millage applications and coordinated PowerPoint presentations for the 9/27 Park Commission meeting
- Presented PowerPoint presentation at the FLRT Annual meeting
- Rode the East Lansing Northern Tier Trail and checked out progress on TR057 Pedestrian Connection at Riveria Drive and TR058 Pedestrian Connection at Colorado Drive



Bear Lake Pathway Ribbon Cutting



TR057 Pedestrian Connection at Riveria Drive and TR058 Pedestrian Connection at Colorado Drive
on the East Lansing Northern Tier Trail



FLRT Trail Ambassador Program Coordinator Monthly Report October, 2021

Events

- FLRT Annual Meeting – Friday, September 17
- Coffee & Cleanup – Saturday, September 18@ Scott Woods Park
- FLRT Board Meeting – Monday, October 11

Other Business

- 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
- 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



FLRT Annual Meeting 2021 @ Impression 5 Science Center



Volunteers walk along a boardwalk on the Lansing River Trail - Coffee & Cleanup event 9/18/2021

From: Kelly Burkholder <KBurkholder@ingham.org>
Sent: Monday, September 27, 2021 8:31 AM
To: Coe Emens <CEmens@ingham.org>; Ian Londo <ILondo@ingham.org>
Cc: Timothy Morgan <TMorgan@ingham.org>
Subject: Friday night event

Nanette wanted me to pass on how grateful they were for the beautiful space and to tell you and your staff thank you!



CHAPTER 6

ACTION PLAN

Overview 68

Major Capital Projects 68



OVERVIEW

Ingham County has developed the following five-year action plan that will enable the Parks Department to move toward accomplishing its goals and objectives. The action plan details the direction that Ingham County Parks wishes to take over the next five years and beyond. It is developed to maintain and improve the quality and diversity of park and recreation opportunities in the Ingham County system.

It is important to note the projects and equipment lists below may not be exhaustive. The project list reflects the results of the input received from Ingham County Park staff, the open houses, and the online survey, and is the best reflection of needs at the time this plan was written. Future circumstances, especially availability of funding, may influence the order in which the projects are completed. Other projects may arise that were not able to be anticipated when the plan was written. This action portion of the Plan is intended to be reviewed annually by the Parks Departments staff and the Park Commission and be updated as needed, as part of the normal budget process.

MAJOR CAPITAL PROJECTS

Ingham County has identified major capital projects, which are shown in Table 21. These projects will require professional services assistance for planning, grant writing, design, and construction oversight, and will most likely need to be funded with a dedicated campaign that will include grant funding, millage proceeds, and fundraising. The projects have been prioritized and given a timeline so that the Ingham County Parks Department can look ahead and plan for the orderly development of these facilities. Each project is referenced to a specific goal from the previous section of this document.



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.