

AGENDA

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

The packet is available on-line by going to bc.ingham.org, choosing the "Events Calendar," and clicking on Monday, April 11, 2022

Monday, April 11, 2022

5:30pm

PARKS & RECREATION COMMISSION MEETING

Meeting Location:
Human Services Building
Conference Room A
5303 S. Cedar St.
Lansing, MI 48911

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
Minutes of March 14, 2022 regular meeting will be considered - [Page 3](#)
4. **Limited Public Comment ~ Limited to 3 minutes with no discussion**
5. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions
6. **CONSIDERATION OF CONSENT AGENDA ** (See below)**
7. **DISCUSSION ITEMS**
 - A. East Lansing Update on Millage Projects & Reallocation Request –Wendy Wilmers Longpre
 - B. Bioengineering for Shoreline Protection – [Page 8](#)
 - C. County's Participation in Phase II of the Clean Water Act-[Page 27](#)
 - D. Burchfield Earth Day- [Page 39](#)
8. **ACTION ITEMS**
 - A. East Lansing Millage Projects & Reallocation Request - [Page 40](#)
 - B. Meridian Township - Natural Shoreline Protection Project - [Pg. 44](#)
 - C. Amendment to Employee Free Day - [Page 47](#)
 - D. Safety Enhancement Projects – [Page 50](#)
 - E. Michigan Active Communities Grant - [Page 55](#)
9. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 56](#)
 - B. Park Managers - [Page 58](#)
 - C. Administrative Office - [Page 61](#)
 - D. Financial Report - [Page 62](#)
 - E. Millage Coordinator Report - [Page 66](#)
 - F. FLRT Trail Ambassador Report - [Page 71](#)

10. Board/Staff Comments

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

12. Upcoming Meetings

- A. Date: Monday, May 9, 2022; Time: 5:30pm
Human Services Building Conference Room A
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 Stephanie Thomas, SteveJames, Simar Pawar, Paul Pratt, Nathan Triplett, Commissioner Emily Stivers, Commissioner Chris Trubac

****Whereas** the Park Commissioners can adopt a procedure whereby we review a partial consent agenda in order to expedite our meetings, under this procedure we group some non-controversial action items together and deal with them in one motion without discussion. We keep out of this any items requiring a roll call vote or action items that need discussion or action items that may provide important information for disclosure. A single member of the Park Commission may pull any item off the consent agenda to discuss and vote separately.

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
March 14, 2022

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

Board Members

Present: Matt Bennett, Cherry Hamrick, Steve James (entered at 5:48pm), Simar Pawar, Paul Pratt, Commissioner Trubac, Commissioner Emily Stivers, Stephanie Thomas, Nathan Triplett

Absent:

Also Present: Park Director Tim Morgan, Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace, Hawk Island Park Manager Brian Collins, Burchfield Park Manager Timothy Buckley

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

Minutes: **Moved by Ms. Hamrick and Supported by Ms. Thomas** to approve the February 14, 2022 minutes of the regular meeting as written:
Yes 9; No-0. MOTION CARRIED.

LATE ITEMS / CHANGES / DELETIONS

Agenda item 5A election of officers

ELECTION OF 2022 OFFICERS

Election of Officers: **Moved by Ms. Thomas; Supported by Commissioner Stivers** that Matt Bennett be nominated to serve as the Chair of the Ingham County Parks & Recreation Commission. **Yes-9; No-0. MOTION CARRIED.**

Moved by Ms. Thomas; Supported by Commissioner Stivers that Cherry Hamrick be nominated to serve as Vice-Chair of the Ingham County Parks & Recreation Commission. **Yes-9; No-0. MOTION CARRIED.**

Moved by Ms. Thomas; Supported by Commissioner Stivers that Stephanie Thomas be nominated to serve as Secretary of the Ingham County Parks & Recreation Commission. **Yes-9; No-0. MOTION CARRIED.**

LIMITED PUBLIC COMMENT

None.

CONSIDERATION OF CONSENT AGENDA

Ms. Hamrick moved to adopt a consent agenda. Commissioner Stivers supported the motion.

Those agenda items that were on the consent agenda were approved by unanimous roll call vote.

Yes 9; No-0. MOTION CARRIED.

ACTION ITEMS

Laux, Lake Lansing Boat Launch

Motion to Support the Contract with Laux Construction

Yeas: Bennett, Hamrick, Stivers, James, Pawar, Pratt, Thomas, Trubac, Triplett

Nays: None

Absent: None

Adopted as part of the consent agenda.

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their March 22, 2022 meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH LAUX CONSTRUCTION FOR IMPROVEMENTS TO THE LAKE LANSING BOAT LAUNCH

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for making improvements to the Lake Lansing Boat Launch. This general scope of work consists of removing and replacing a concrete boat ramp, automatic gate, fencing and HMA pavement repair; and

WHEREAS, there is \$42,513.46 available in line item 228-75999-974000-21P02, \$8,000.00 SAD – Meridian Township, \$11,970.00 available in line item 228-75999-974000-9P10 and \$263,973.69 available in line item 228-62800-967000-TR086 for the project; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Laux Construction for a total amount not to exceed of \$326,457.15 for improvements to the Lake Lansing Boat Launch.

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.

ARP Request

Motion to Support the Ingham County Parks ARP Funding Request

Yeas: Bennett, Hamrick, Stivers, James, Pawar, Pratt, Thomas, Trubac, Triplett

Nays: None

Absent: None

Adopted as part of the consent agenda.

The Park Commission concurs with the Ingham County Parks Director recommending to the Controller's Office for ARP funding in priority order of the approved Capital Action Program as submitted.

Ingham County Parks ARP Funding Request March 4 2022

Per your request, the following in order of Priority is the Parks Department Requests for ARP funding, the first three could generate grant monies to match our request with ARP dollars.

<u>Priority</u>	<u>Scope of Project</u>	<u>ARP Request</u>	<u>MDNR Grant</u>	<u>Total Cost</u>
1	MSU to Lake Lansing Trail Internal Trail Connector final phase at LLN.	\$315,000	\$300,000	\$615,000
2	Boardwalk Replacement phase 3 Final phase at Hawk Lake.	\$362,600	\$300,000	\$662,600
3	Replacement ADA Accessible Playground at Lake Lansing North	\$105,000	\$245,000	\$350,000
4	Replacement of remaining boardwalks Within LLN Trail system.	\$471,400	N/A	\$471,000
5	Replacing various infrastructure septic, Septic, wells, pressure tanks, vault toilets Located within Lake Lansing & Burchfield Parks	\$1,500,000	N/A	1,500,000

I have attached several detailed documents to the original e-mail relating to these 5 items. If you need additional information please let me know.

Sincerely,

Timothy Morgan

Tim Morgan, CPRP (Certified Parks & Recreation Professional), and
CTA (Certified Tourism Ambassador™)
Director, Ingham County Parks
121 E. Maple St., Suite 102
Mason, Michigan 48854

Moore Trosper Construction Co.

Motion to Support entering into a contract with Moore Trosper Construction Company

Yeas: Bennett, Hamrick, Stivers, James, Pawar, Pratt, Thomas, Trubac, Triplett

Nays: None

Absent: None

Adopted as part of the consent agenda.

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their March 22, 2022 meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH MOORE TROSPER CONSTRUCTION COMPANY FOR INSTALLING A STORAGE BUILDING AT HAWK ISLAND COUNTY PARK

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for installing an owner purchased storage building at Hawk Island County Park; and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Moore Trosper Construction Company.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Moore Trosper Construction Co. for a total amount not to exceed of \$26,810 for installing a storage building at Hawk Island County Park.

BE IT FURTHER RESOLVED, that there is \$26,810 available in line item 228-75999-976000-20P11 for the project.

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.

DISCUSSION ITEMS

None.

BOARD/STAFF COMMENTS

Ms. Pawar inquired and recommended that the Ingham County Parks Department organize a public notice for Earth Day and/Arbor Day.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 6:00pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

Bioengineering for Shoreline Protection



Michigan Lakes & Their Shorelines



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Historical Perspective

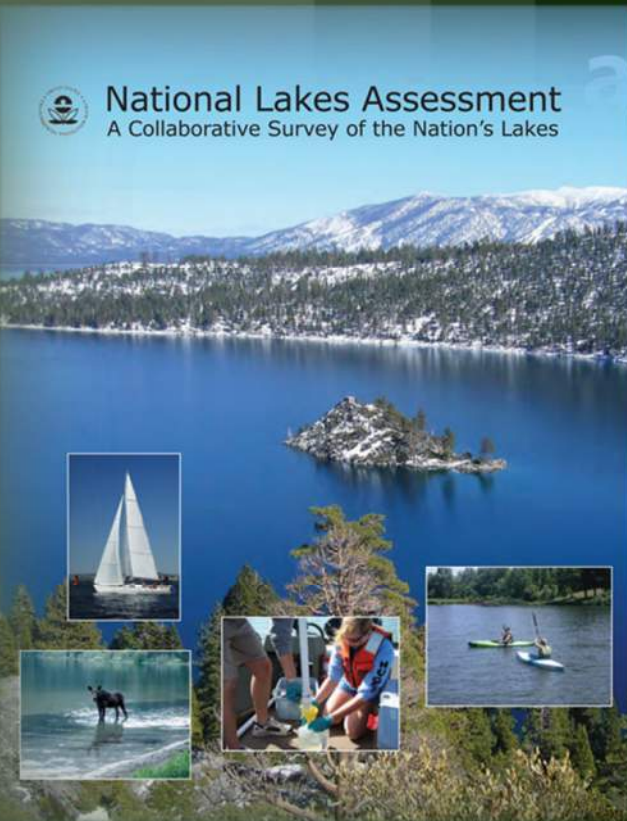


- Over 12,000 inland lakes in Michigan
- Over 50 percent of wetlands lost in the state since European settlement

Why is Shoreline Habitat Important to the Health of Lake?



National Lakes Assessment
A Collaborative Survey of the Nation's Lakes

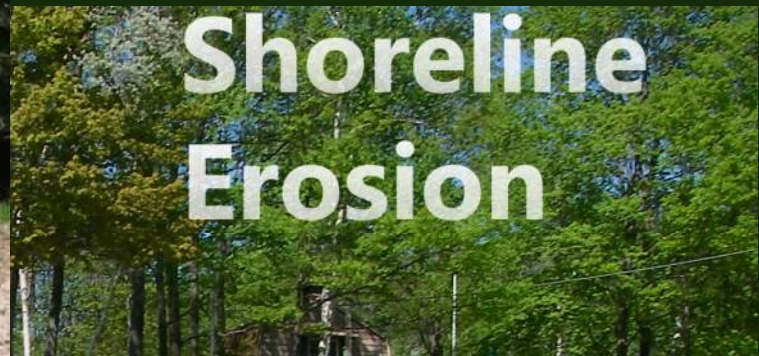


- ▲ Provides a transition zone between lake and upland
- ▲ Natural shoreline habitat often buffers wave action – reducing or eliminating erosion
- ▲ Densely vegetated shorelines provide a riparian buffer to reduce nutrient inputs to the lake, and thus, protect water quality
- ▲ EPA National Lakes Assessment, 2009 – “Poor biological health is three times more likely in lakes with poor lakeshore habitat relative to lakes with good habitat.”

Problems Associated with Shoreline Development

- Erosion caused by removal of roots and woody debris which anchor lakeshore sediments
- Increased wave action – more boat traffic – less vegetative buffering
- Loss of habitat for fish, waterfowl, and other aquatic organisms
- Increased nutrient loading from both surface runoff and groundwater





Aquatic plants are part of a healthy lake. They produce oxygen, provide food and habitat for fish, and help to stabilize shoreline and bottom sediments.

Insects and other invertebrates live on or near aquatic plants, and become food for fish, birds, amphibians and other wildlife.

Plants and algae are the base of the food chain. Lakes with a healthy fishery have a moderate density of aquatic plants.

Aquatic plants provide habitat for fish and other aquatic life.

Aquatic plants help to hold sediments in place and improve water clarity.

Roots and stones absorb wave energy and reduce scouring of the lake bottom.

Trees and shrubs prevent erosion and provide habitat.

Predator-fish such as pike hide among plants, rocks, and tree roots to sneak up on their prey. Prey-fish such as minnows and small sunfish use aquatic plants to hide from predators.

Natural Shoreline vs.

Vertical Face Seawall

Seawalls deflect waves and cause scouring of the lake bottom.

Scouring of the lake bottom reduces water clarity.

Sediments that are churned up from the lake bottom often contain phosphorus that can cause nuisance algae growth.

Excessive plant control reduces habitat, impairs water quality and is not healthy for the lake.

Seawalls do not provide habitat for fish or other aquatic life.

The nuisance exotic plant Eurasian milfoil often invades disturbed lake bottoms, such as areas along seawalls.

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Why Go Natural?

Bioengineering is a method of stabilizing shorelines with shrubs, herbaceous plantings, and natural materials to prevent erosion and provide fish and wildlife habitat.



Ecological Benefits



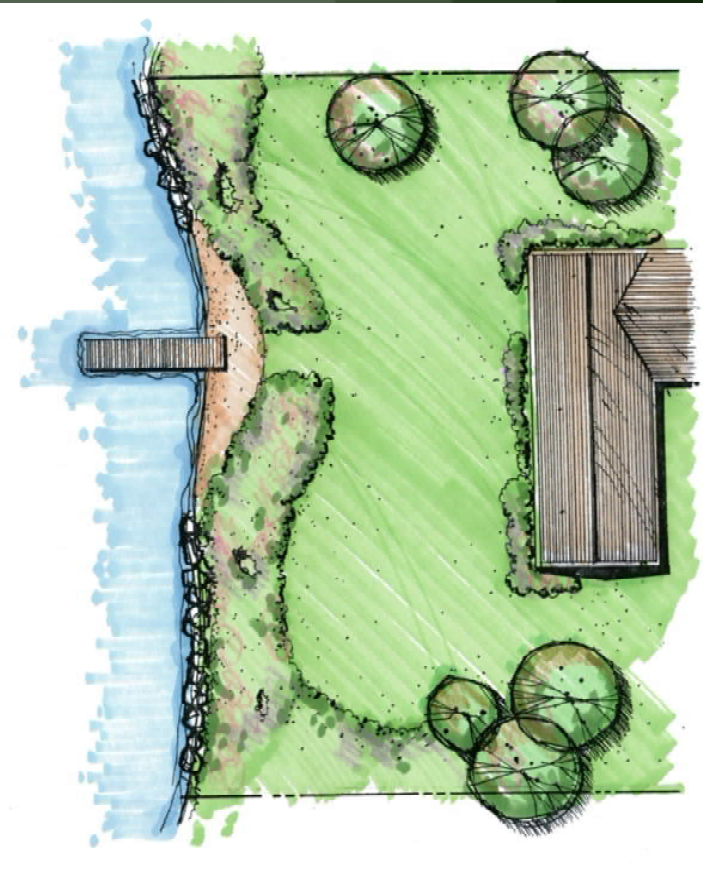
- ▲ **Natural wave energy absorption**
- ▲ **Provides critical habitat for fish and wildlife**
- ▲ **Filters run-off**
- ▲ **Promotes percolation**
- ▲ **Deters nuisance geese**

Economic Benefits

- More cost-effective than installing hardened structures
- Less susceptible to ice-damage
- Aesthetically pleasing – increased property value
- Decreased permitting costs



Choosing Your Strategy



- ▲ Assess the site characteristics
- ▲ Wisconsin Energy Calculator
- ▲ Other factors contributing to erosion
- ▲ Is the lake level controlled?
- ▲ Boating traffic in proximity to site
- ▲ Ice push
- ▲ Long-shore currents
- ▲ Stormwater

Fetch and Run-up

- ▲ Maximum fetch
- ▲ Average fetch
- ▲ Bathymetry
- ▲ Wave dynamics

Riparian Law & Permitting

Engineers (USACE) Permit or File Number		Michigan Department of Environmental Quality (MDEQ) DEQ Land and Water Management Division, MDEQ File Number		AGENCY USE
Date Received		Marina Operating Permit Number		
		Fee received \$		

Print and complete all items in Sections 1 through 9 and those items in Sections 10 through 21 that apply to your proposed project.

SECTION 1: PROJECT INFORMATION
 Provide a legal description for the Township, Range, and Section information, and your property tax bill for your Property Tax Identification Number(s).

County(ies)	Township Name(s)	Township(s)	Range(s)	Section(s)
Property Tax Identification Number(s)				
Project Name or Job Number	Subdivision/Plat	Lot Number	Private Claim	

☐ private building addition
☐ public/government new building or structure
☐ industrial building renovation or restoration
☐ commercial river restoration
☐ multi-family single-family

SECTION 2: PROJECT LOCATION AND CHARACTERISTICS
 Does the project, within, or involves (check all that apply):
☐ a pond (less than 5 acres)
☐ a channel/canal
☐ an inland lake (more than 5 acres)
☐ a 100-year floodplain
☐ a legally established County Drain (date established)
☐ a Great Lake or Section 10 Waters
☐ a designated high risk erosion area
☐ a designated critical dune area
☐ a designated environmental area
☐ a natural river
☐ a dam
☐ a structure removal
☐ a wetland
☐ a utility crossing
☐ 500 feet of an existing waterbody

SECTION 3: PROJECT AND ASSOCIATED ACTIVITIES, AND THE CONSTRUCTION SEQUENCE AND METHODS
 Provide details, as needed, including necessary drawings, sketches, or plans.

SECTION 4: CONTRACTOR, AND PROPERTY OWNER INFORMATION
 Provide the name, address, and contact information for the property owner or the person or company that proposes to undertake the activity. If the project is for a corporation, both the corporation and its owner must provide a written document authorizing the agent/contractor to act on their behalf.

Corporate name	Agent/Contractor (firm name and contact person)
State	Address
Zip Code	City
	State
	Zip Code

SECTION 5: PROJECT PURPOSE, INTENDED USE, AND ALTERNATIVES
 Describe the purpose and intended use of the project. Include any new development or expansion of an existing land use. Describe the alternatives considered to avoid or minimize resource impacts. Include factors such as, but not limited to, alternative construction technologies; siting and design; alternative locations; local land use regulations and infrastructure; and pertinent environmental and resource issues. Include both alternative routes and alternative construction methods.

Part 301 of P.A. 451 of 1994

Part 303 " " " " "

Bioengineered Shoreline Protection
Minor Permit Category

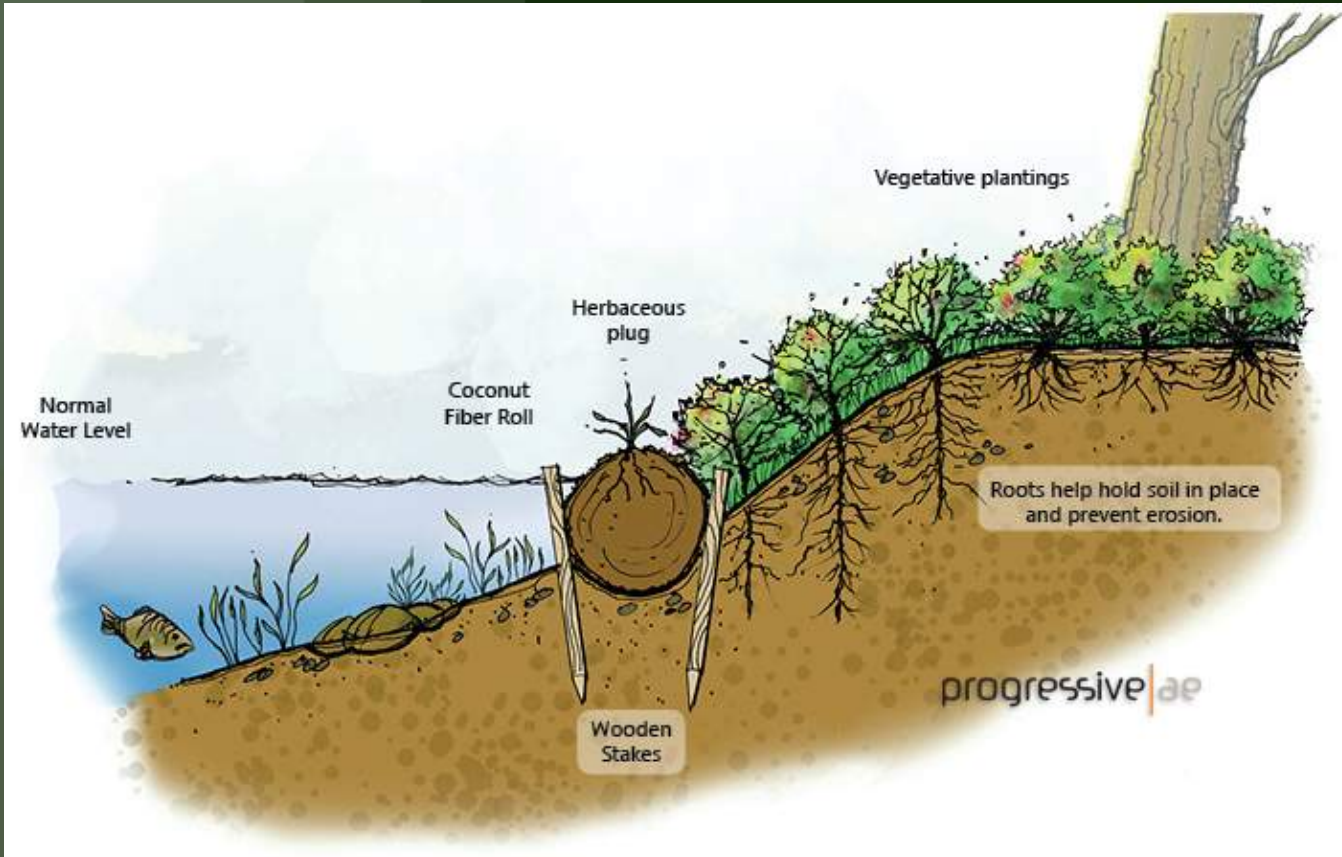
Erosion Control Permit



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

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Bioengineering Methods



- Erosion control blankets (ECBs)
- Biodegradable linear shoreline protection
- Live dormant cuttings
- Encapsulated soil lifts
- Rip rap (natural)
- Buffer strips (filter)

Design Considerations



- ▲ **Water regime**
- ▲ **Existing soil conditions**
- ▲ **Plants**
- ▲ **Landforms**
- ▲ **Energy (sun, wind, waves, and rain)**
- ▲ **Fish & wildlife**
- ▲ **Human use**
- ▲ **Aesthetics**

Construction & Planting



- ▲ **Soil manipulation (physical & chemical)**
- ▲ **Stormwater management**
- ▲ **Procuring and installing vegetation**
- ▲ **Minimize access disturbance**
- ▲ **Minimize soil disturbance**
- ▲ **Invasive species management**

Maintenance & Monitoring

- **Avoid species that exhibit invasive tendencies**
- **Keep detailed construction records**
- **Observe plant health**
- **Invasive species control**
- **Bioengineering structural integrity**
- **Site visits**
- **Keep a photo log**
- **Formulate a landscape management plan**

Promoting Bioengineering

Demonstration projects

Education

Local zoning to promote LID concepts

Funding assistance?

Your shoreland can be maintained to provide beach and boat access for you while maintaining habitat for fish and wildlife.

Don't dump into storm drains; pollutants may be piped directly to the lake.

Most lakeside soils have more than enough phosphorus to grow lawns, trees, and shrubs. Adding phosphorus fertilizer is usually not necessary, and can cause excessive growth of aquatic plants.

Maintain a greenbelt of trees, shrubs, and ground cover—it's habitat for fish and wildlife, and helps protect water quality too.

Minimize lawn area to reduce the need for fertilizer.

You can maintain a small beach and dock area—it's "habitat" for you!

Establish a greenbelt to filter runoff and discourage nuisance geese.

Build a raingarden to infiltrate rain water and reduce runoff into the lake. Visit www.raingardens.org.

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Questions?



michiganlakeinfo

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**GREATER LANSING REGIONAL COMMITTEE
for Stormwater Management**

MEMORANDUM OF AGREEMENT – DECEMBER 2, 2021

**Original Agreement – MAY 21, 2004
Revised and Adopted – DECEMBER 2, 2021**

I. PURPOSE

It is the purpose of this Memorandum of Agreement (hereinafter the Agreement) to set forth the composition, duties, and responsibilities of the Greater Lansing Regional Committee for Stormwater Management (hereinafter the “GLRC”) to be formed as more particularly described below. Local public agencies, institutions, and communities believe there are substantial benefits that can be derived under this Agreement through cooperative management of the Grand River, Red Cedar River and Looking Glass River watersheds to protect the Waters of the State; to meet local initiatives for protecting the environment; and in providing mutual assistance in meeting the requirements under the Michigan Department of Environment, Great Lakes, and Energy (EGLE) National Pollutant Discharge Elimination System (NPDES) Permit for Municipal Separate Storm Sewer Systems, (hereinafter the “MS4 Permit”) or similar stormwater discharge permits issued to public entities within the Grand River, Red Cedar River, and Looking Glass River watersheds.

The Agreement will also provide a framework for consideration of new, permanent watershed organizations with potentially broader responsibilities that could provide a more cost effective and efficient means to meet state and federal requirements, and public expectations for restoration and maintenance of the beneficial uses of the watersheds.

II. HISTORY OF GLRC

On November 15, 1999, Delta Township and the City of Lansing hosted a meeting for several local communities. The meeting notice stated that this was to be “an informal meeting to discuss the Stormwater Phase II program (now referred to as the MS4 program) and how, or if, there may be a way to pool resources on a regional basis”.

Representatives from various communities, counties and EGLE discussed the Federal Regulations for Stormwater Phase II and the EGLE’s program allowing a “Voluntary Permit Program.” Originally nine communities and three counties were listed as designated communities by EGLE.

Subsequent meetings were held to continue exploring the feasibility and cost of a cooperative effort. On June 8, 2000, a draft Resolution was prepared for the establishment of the “Greater Lansing Area Regional NPDES Phase II Stormwater Regulations Committee” and for each community to name a representative to serve on the committee.

Throughout the remainder of 2000, the committee obtained Resolutions from each community; elected officers; received proposals and interviewed four consulting firms. Tetra Tech MPS was

selected to assist the Committee in determining how to best comply with the Phase II Stormwater Rules. Tri-County Regional Planning Commission (TCRPC) also assisted the Committee in providing contractual, fiduciary, and administrative support.

In May 2001, Tetra Tech MPS completed the “Step 1 – Permit Strategy Development” study which incorporated the Committee’s decision (April 20, 2001) to proceed as a group using the State’s Voluntary General Permit approach. The Committee then agreed to retain Tetra Tech MPS to prepare the Voluntary General Permit Application for each of the nine communities. The cost for each community was based on a formula that included weighted factors for population and land area. Eight of the nine communities then passed a second resolution agreeing to continue as a group with voluntary general permits using the distribution of costs as presented. Williamstown Township elected to proceed with a jurisdictionally based permit.

The eight communities proceeding under the voluntary general permit, also formally agreed to have the watershed management plans developed under the individual drain commissioners.

On January 25, 2002, the Committee agreed to retain Tetra Tech MPS to prepare a watershed management plan for the Grand River, Looking Glass River, and the Red Cedar River. Again, the allocation of cost agreed to by everyone was based on weighted factors involving the percent of population and land in each watershed. Each community adopted a third resolution committing their appropriate funds for the watershed management plans.

A Public Education Advisory Committee was organized to assist in the educational portion of Voluntary General Permit Applications.

Throughout 2002 and 2003 fourteen additional communities within the three watersheds were invited to join the committee. Ten communities were required to meet the MS4 Permit requirements based on the 2000 census.

Eight communities ultimately joined and participated in the regional approach and completed the Voluntary General Permit Application utilizing Tetra Tech MPS.

In March 2003, all sixteen communities and the three counties submitted their Voluntary General Permit Applications to EGLE. In November 2003, certificates of coverage were issued to each of the sixteen communities and to each of the three counties.

In 2006 Lansing Public Schools and DeWitt Public Schools joined the GLRC.

In 2007, a lawsuit filed by a Township in Kalamazoo County, established that some townships no longer required an MS4 Permit from EGLE. As this case relates to the GLRC, EGLE determined that Alameda, Bath, Oneida, Watertown, and Windsor Townships would no longer need an MS4 Permit.

At the December 14, 2007, GLRC meeting, the GLRC membership took formal action to establish an Associate Membership category to encourage any public agency, institution, or community who did not have an MS4 Permit to join the GLRC.

In 2012, the City of DeWitt entered into an agreement nesting DeWitt Public Schools.

In 2012, the EGLE changed the process for permit renewal, instead of issuing a general watershed-based permit; individual MS4 permits will be issued. The application process will detail all activities of the GLRC and members through two separate applications. Then, the EGLE will review and negotiate, with the end result being EGLE issuing a permit specific for each member.

In 2016, Waverly Community Schools joined the GLRC.

In 2017, members reapplied for permit coverage.

In 2019/2020, members were issued MS4 permits expiring in October 2024.

In 2021, members submitted MS4 Progress Reports to EGLE.

III. GREATER LANSING REGIONAL COMMITTEE (GLRC)

A. Term

While the ultimate organization of the GLRC and its responsibilities has evolved over time and after thoughtful review of alternatives, the signatories to this Agreement want to continue to work together under the following terms to assure the continuation of responsibility for essential services. These stormwater management services provide for the legal and financial responsibility to meet state and federal stormwater discharge permit requirements as well as local initiatives to protect the Waters of the State.

The current GLRC agreement expires on April 30, 2022. This agreement replaces the current GLRC agreement in its entirety for the period expiring **April 30, 2027**. As confirmed by EGLE, expiration of the current permit is October 30, 2024; an application will be due to EGLE by **April 4, 2024**. The members may mutually agree to renew and/or extend the term of the GLRC under the provisions contained in this Agreement.

Any member community may withdraw from this Agreement and the GLRC by delivering to the Executive Committee a resolution of withdrawal adopted by its governing body. Any such withdrawal adopted shall be effective 30 days following delivery of withdrawal, provided however, that any withdrawing community shall remain liable for payment of its annual assessment through the end of the current fiscal year.

B. Composition

Membership in the GLRC shall consist of “full members”, “associate members”, and “ex-officio members”.

The full members of the GLRC shall consist of a representative, or designated alternate, appointed by the appropriate governing body in each township, city, village, school district, institution, and county that has an EGLE NPDES MS4 Permit and that are signatory to this Agreement.

The associate members of the GLRC shall consist of a representative, or designated alternate, appointed by the governing body in each township, city, village, school district, institution, and county that does not have an EGLE NPDES MS4 permit and that are signatory to this Agreement. However, once an associate member obtains an EGLE NPDES MS4 Permit, they must become a full member of the GLRC.

Members, and designated alternates, shall serve until replaced in writing by the appointing authority.

The GLRC may also include ex-officio representatives from such agencies as Tri-County Regional Planning Commission (TCRPC), EGLE and others as determined by the GLRC.

C. Public Participation

All meetings of the Full Committee of the GLRC shall be noticed and conducted in accordance with the Michigan Open Meetings Act, MCL 15.261, et seq. The Full GLRC:

- Determine the rules for public participation
- Schedule meetings at facilities that are fully accessible to the interested public, and
- Routinely provide notice of meeting times and places at publicly accessible locations

D. Voting

The GLRC shall take all formal actions by a simple majority vote of a quorum. A quorum shall consist of one more than fifty (50%) of the GLRC members, or their designated alternates, eligible to vote. Members eligible to vote are those full members and associate members authorized in writing by an appropriate governing authority that has adopted this Agreement and that has paid its assessment. Ex-officio members shall be non-voting members of the GLRC.

E. Election of Officers and Appointment of Executive Committee

The GLRC shall annually elect, from among its members, a Chair, a Vice-Chair, a Secretary and a Treasurer. The Chair and the Vice-Chair shall be elected or appointed officials, or employees of a voting full member of the GLRC. The Secretary and Treasurer may be representatives of any full, associate, or ex-officio member of the GLRC. There are no limits on the consecutive terms elected officers may serve. The Vice Chair, or the Treasurer in the event the Vice-Chair is unavailable, may assume the duties of the Chair if the Chair is unavailable.

The Executive Committee shall have a maximum of eight voting members consisting of:

- (2) the Chair and Vice Chair of the GLRC
- (3) one representative or alternate from each member county
- (3) the Chairs of the Illicit Discharge Elimination Plan (IDEP)/Post-Construction, Public Education Plan (PEP), and Total Maximum Daily Load (TMDL) Committees

The Chair of the GLRC shall chair the Executive Committee, with the responsibility succeeding to the Vice Chair, then the Chair of the PEP Committee if the Chair of the GLRC is absent. If neither the Vice Chair of the GLRC nor the Chair of the PEP Committee is present at an Executive Committee meeting, the Chair of the IDEP Committee shall serve

as Chair for the meeting. The Board Officers shall not have an alternate serve on their behalf on the Executive Committee.

The Executive Committee will seek consensus on all issues brought before it. In the absence of consensus, the Executive Committee will adopt motions only when a majority of its members vote in favor of a motion. Each full and associate member will have one vote. A County or Committee may designate an alternate to serve and vote on behalf of their appointed representative to the Executive Committee. If notice is provided to the GLRC Coordinator or Chair, an agent, such as a consultant, may represent a member community in place of the appointed municipal representative.

F. Meetings

The GLRC shall meet at least twice each year at a designated time and location established by the Executive Committee. Agendas for GLRC meetings will be distributed and circulated to all members at least 7 days in advance of all meetings. The Executive Committee will meet at least five times each year at the call of the Chair. All meetings of the GLRC, Executive Committee, standing committees or special committees established under the GLRC shall operate under the Robert's Rules of Order unless modified by a majority vote of the GLRC members. The meetings of the GLRC may be rotated to locations throughout the three watersheds allowing any member or community agency to host a meeting.

a. Electronic Meetings

The Full Board of the GLRC shall meet at a physical location for all meetings. An emergency exception to in-person meeting and voting requirements may be applied by decision of the GLRC Chair *if* the area where the meeting was scheduled to occur, or if the jurisdiction of members, is located in an area where a federal, state, or local authority has declared a state of emergency or major disaster.

The GLRC Executive Committee, IDEP/Post-Construction, PEP, and TMDL Committees, and any additional or ad-hoc committee, may transact business at electronic meetings. Electronic meetings must feature combination of internet/telephone, that integrate audio (and optionally video), and text. Virtual voting is permitted at GLRC's Committees, and virtual attendance satisfies quorum requirements. Login information must be shared with members and provided to the public at least 7 days in advance of the scheduled meeting. The public will be invited to attend and a comment period will be provided.

G. GLRC Duties

The GLRC shall have the following duties:

1. Budget and Assessments

The fiscal year for the GLRC shall coincide with the calendar year.

Upon execution of this Agreement, review and approve the annual budget for the GLRC and establish the allocation of annual assessments for each member category. The GLRC shall adopt a budget before each December 31 for the calendar year that follows.

2. Standing Committees

Establish and outline a charge for up to three standing committees. The IDEP/Post-Construction, PEP, and TMDL Committees will continue to function. Any member or designated alternate may serve on any standing committee. See Appendix A for a chart of the GLRC structure.

3. Watershed Management

The GLRC is committed to working with watershed partners in the region. This includes but is not limited to: Middle Grand River Watershed Planning Project (319), Red Cedar River Watershed Planning Project (319), Friends of the Looking Glass River Watershed, Middle Grand River Organization of Watersheds (MGROW), Mid-Michigan Environmental Action Council (Mid-MEAC), student groups, etc. The GLRC values the watershed efforts being conducted and will work with these groups to improve water resources in the Tri-County region.

4. Other Duties

- Maintain official written record of meetings that includes attendance, issues discussed and votes taken.
- Recommend to member communities, institutions, school districts, and counties any subsequent changes needed to this Agreement.
- Take other actions required, including delegation of responsibilities to the Chair or Executive Committee to carry out the purposes and conduct the business of the GLRC including, but not limited to, directing the activities of any committees established under this Agreement or subsequently authorized by the GLRC.
- Encourage and promote public input into decisions and recommendations of the GLRC, and of all committees established by the GLRC.

H. Executive Committee Duties

The Executive Committee shall have the following duties:

1. Budget

With the advice of the standing committees, supervise the expenditure of GLRC monies consistent with the approved annual budget.

2. Supervise Staff and Arrange Support Services

Arrange for the services of staff responsible for facilitating meetings, preparing agendas, and negotiating and advocating on behalf of the GLRC. Supervise and provide direction to staff of the GLRC, make provisions for necessary management support services for operation of the GLRC.

All staff or employees employed by the GLRC shall be and remain at all times solely the agents, servants, or employees of the GLRC and shall not be construed for any purposes to be an agent, servant, or employee of any constituent member of the GLRC.

3. Provide Forum for Discussion

Provide a forum for discussion, and, if appropriate, resolution of issues related to the implementation of this Agreement brought to its attention by any member of the GLRC.

4. Other Duties

- Assist the standing committees and special committees of the GLRC in meeting their respective responsibilities.
- Maintain a brief written record of each Executive Committee meeting including, at a minimum, attendance, list of issues, and a record of decisions.
- Take other actions that are consistent with the provisions of this Agreement and direction provided by the GLRC.

IV. RESOLUTION

The communities, institutions, school districts, and counties entering into this Agreement shall do so by the passage of a formal resolution, or exercising authority that includes the ability to commit to the payment of their appropriate assessments based on their membership category for support of the GLRC. In subsequent years, communities, institutions, school districts, and counties shall indicate their acceptance to continue this Agreement, should it remain unchanged, through the payment of their appropriate annual assessment in support of annual budgets approved by the GLRC.

Modifications to this Agreement as may be recommended by formal action of the GLRC shall be subject to acceptance of the appropriate authority of each community, institution, school district, or county.

Services provided through the GLRC and grant funds if obtained for stormwater management shall be, to the extent practical, limited to members that have signed and met their respective financial obligations under this Agreement.

V. FIDUCIARY SERVICES

The TCRPC has agreed to provide fiduciary services for the collection and expenditure of assessments paid under the terms of this Agreement. It is understood that the assessments paid under the terms of this Agreement will be used only for the services identified in the GLRC Annual Budget as adopted by the GLRC members. It is further understood that the assessments paid may be used to provide the required local match for federal grant dollars used to support the annual GLRC budget.

TCRPC has agreed to provide the Executive Committee full and complete access to records concerning the use of the funds collected from the members so that all expenditures of monies collected through assessments to members can be audited through a process determined to be appropriate by the Executive Committee. TCRPC has further agreed to provide a financial accounting of all funds collected and expended to the GLRC within 45 days following the end of each calendar year. Copies of the annual accounting and audit reports shall be made available to all GLRC member communities upon request. TCRPC shall obtain Executive Committee consensus before expenditure of any of the assessments collected.

VI. INDEMNIFICATION, INSURANCE AND LEGAL FEES

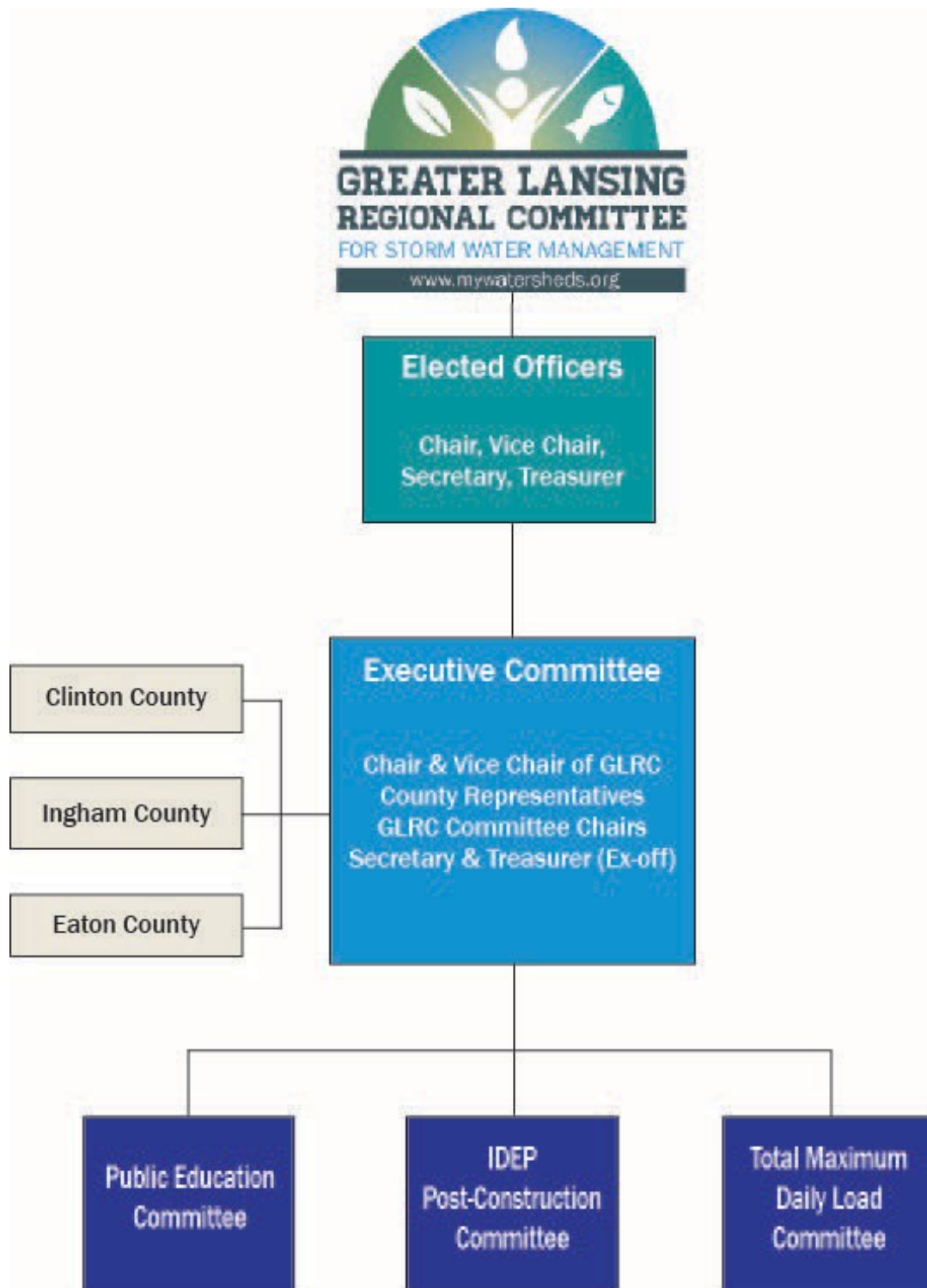
Each signatory to this agreement, as part of its general liability coverage, shall maintain coverage for any damages, claims, causes of action, or actions of any nature whatsoever arising from this agreement, and does hereby agree to indemnify and save and hold harmless each other signatory, respectively, its officers, employees, and agents from and against any and all such damages, claims, actions and causes of action, including legal fees, based on this agreement, as may arise from any action taken or permitted by each signatory, respectively.

This agreement is not intended to create a legal entity subject to suit. Nothing in this section shall be construed to give any third party any claim to which said third party would not otherwise be entitled, nor shall it abrogate or diminish the defense of governmental immunity, or any other defense, for any claim against any party.

APPENDIX A

**STRUCTURE OF THE
GREATER LANSING REGIONAL COMMITTEE**

FOR STORMWATER MANAGEMENT



Introduced by the County Services and Finance Committees

RESOLUTION ##

A RESOLUTION COMMITTING INGHAM COUNTY TO CONTINUED ACTION AGAINST NON-POINT SOURCE POLLUTION IN COMPLIANCE WITH PHASE II OF THE FEDERAL CLEAN WATER ACT BY:

- 1) CONTINUING MEMBERSHIP IN THE GREATER LANSING REGIONAL COMMITTEE FOR STORMWATER MANAGEMENT,
- 2) AGREEING TO THE COMMITTEE'S DECEMBER 2, 2021 MEMORANDUM OF AGREEMENT, AND
- 3) CONFIRMING THE TERMS UPON WHICH THE DRAIN COMMISSIONER WILL REPRESENT ("NEST") COUNTY DEPARTMENTS FOR PHASE II COMPLIANCE

WHEREAS, Ingham County has been a member of the Greater Lansing Regional Committee (GLRC) for Stormwater Management since 2003; and

WHEREAS, participation in the GLRC advances local efforts to improve responsible stewardship of natural resources; and

WHEREAS, participation in the GLRC allows for cooperative stormwater pollution abatement in the three watersheds in which the County is located; and

WHEREAS, the GLRC assists the County and its departments in complying with the regulatory requirements promulgated by the Michigan Department of Environment, Great Lakes and Energy (EGLE) Municipal Separate Storm Sewer System (MS4) stormwater discharge permit; and

WHEREAS, the County now wishes to approve the Memorandum of Agreement (as revised on December 2, 2021) and commit itself and its departments to continued participation in the GLRC; and

WHEREAS, the Ingham County Drain Commissioner has represented County Departments since 2003 in permit compliance so that only one annual report need be filed, only one annual membership fee to the GLRC (currently at \$5,917.65) need be paid and only one annual permit fee (currently at \$3000) need be paid; and

WHEREAS, the vast majority of the costs just referenced and the staff time required for Phase II compliance in the past have been paid by the taxpayers of County Drains; and

WHEREAS, the Drain Commissioner is willing to continue this representation (called "nesting" by EGLE) if the County Departments partially share the costs of such compliance; and

WHEREAS, the Drain Commissioner and the Controller on behalf of and in consultation with the Department Heads, have agreed to the attached cost-sharing plan, contingent on the agreement of the Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners appoints the Drain Commissioner or his/her designee to serve as the County representative to the GLRC; and

BE IT FURTHER RESOLVED THAT the Board of Commissioners hereby approves the December 2, 2021 Memorandum of Agreement and authorizes the Chairperson of the Board to sign the Memorandum after approval as to form by the County Attorney; and

BE IT FURTHER RESOLVED THAT continued membership dues to the GLRC for 2022 through 2027 be paid in accordance with the attached cost-sharing plan; and

BE IT FURTHER RESOLVED THAT annual EGLE permit fees for 2022 through 2027 be paid in accordance with the attached cost-sharing plan; and

BE IT FINALLY RESOLVED THAT the attached cost-sharing plan is approved for use through 2027 and may be joined by the Capital Region International Airport Authority if that body wishes to remain “nested” with the Ingham County Drain Commissioner’s MS4 permit.

COST-SHARING PLAN

County Departments to be “nested” by the Drain Commissioner

Roads	Parks
Zoo	Fair
Facilities	

Costs as listed below will be divided among the 5 County Departments as decided by the County Controller and Board of Commissioners. The Drains will pay one-sixth of the permit and dues items.

Capital Region International Airport Authority has been nested with the Ingham County Drain Commissioner since 2003. If it agrees to this cost-sharing method, it and the Drains will each pay one-seventh of the permit and dues items below, leaving five-sevenths of the items to be paid by the 5 County Departments.

GLRC Dues—The dues (currently \$5,917.65 per year) would be shared, divided among the 5 Departments, the Drains and the Airport Authority if it wishes to remain nested.

EGLE Permit—The current annual fee of \$3000 would be shared, divided among the 5 Departments, the Drains and the Airport Authority if it wishes to remain nested.

NOTE: Occasionally EGLE requires a specific kind of facility to engage in site-specific planning and continuing compliance inspections. For example, all maintenance garages must prepare Storm Water Pollution Prevention Plans (SWPPPs) and conduct quarterly and or semiannual compliance inspections. All 5 Departments and the Drains have garages. Each had to pay a consultant to draft its plan and for ongoing compliance inspections. These situations are coordinated by the Drain Office and billed directly to the affected Department outside of this plan. They have not been a major expense and should not be in the future. Ongoing compliance inspections for the SWPPPs have been overseen by a Drain Office staffperson qualified as an “industrial operator.”

Payment Examples

\$5,917.65=One year of Dues to GLRC. Paid 5/6 or 5/7 by the 5 Departments; Drains pay 1/6 or 1/7 depending on Airport participation

3,000=One year EGLE permit fee. Paid 5/6 or 5/7 by the 5 Departments; Drains pay 1/6 or 1/7, depending on Airport participation.

Ingham County Parks

EARTH DAY



Let's support environmental efforts to protect our earth!

FREE EVENT FOR EVERYONE

FRIDAY, APRIL 22

**5PM - 8PM at Burchfield Park
881 Grovenburg Rd. Holt, MI**

ACTIVITIES INCLUDE:

**Garlic Mustard Pull - Flower Bed Prep - Park Clean-Up -
Plant Native Flowers - and lots more**

Please RSVP at:

tbuckley@ingham.org

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 11, 2022

Motion to Recommend Authorizing the Reallocation Request for City of East Lansing Millage Projects

MOVED BY

SUPPORTED BY

To recommend authorizing a reallocation of Trails and Parks Millage funds from project TR057 and TR058 as submitted by the City of East Lansing:

- Reallocate \$70,000 from line item 228-62800-967000-TR057 Pedestrian Connection to Northern Tier Trail at Riveria Drive to line item 228-62800-967000-TR003 Northern Tier Trail Repair and Maintenance
- Reallocate \$48,316 from line item 228-62800-967000-TR057 Pedestrian Connection to Northern Tier Trail at Riveria Drive and \$101,684 from line item 228-62800-967000-TR058 Pedestrian Connection to Northern Tier Trail at Colorado Drive to a newly created line item project number for the extension of the Northern Tier Trail from the East Lansing Soccer Complex to Coolidge Road.



CITY OF EAST LANSING

The Home of Michigan State University

April 7, 2022

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

RE: Request for Funding Reallocation
Pedestrian Connections to the Northern Tier Trail at Riveria and Colorado Drives
Trails Millage Projects #TR057 and #TR058

Dear Nicole:

The City of East Lansing would like to request a reallocation of a portion of the Trails and Parks Millage funds that are currently identified for projects #TR057 and #TR058, Pedestrian Connection to the Northern Tier Trail at Colorado Drive and Riveria Drive respectively. We are requesting that \$70,000 be reallocated to the Northern Tier Trail Repair and Maintenance project #TR003 and \$150,000 be committed to assist in funding an extension of the Northern Tier Trail from the East Lansing Soccer Complex to Coolidge Road.

Ingham County has allocated \$291,684 from the Ingham County Trails and Parks Millage for installation of a pedestrian connection to the Northern Tier Trail at Colorado Drive and \$570,796 for installation of a pedestrian connection at Riveria Drive. We anticipate that these projects will be completed for approximately \$190,000 and \$450,000 respectively, leaving approximately \$220,000 allocated but unspent.

Bids were recently opened to complete the final phase of the Northern Tier Trail Repair and Maintenance project #TR003. This phase will remove and relocate a portion of the Northern Tier Trail that runs along the Sanderson Drain and perform crack-sealing along the entire trail. \$300,000 has been allocated for this work. Construction bids and engineering fees currently total \$320,000, not including any contingency. Therefore, the City of East Lansing would like to request that \$70,000 be reallocated to this project from the unspent funds identified for TR057 and TR058.

In addition, the City of East Lansing would like to request that Ingham County allocate the remaining unspent funds from TR057 and TR058 (\$150,000) to construct an extension of the Northern Tier Trail from the East Lansing Soccer Complex to Coolidge Road.

410 Abbot Road
East Lansing, MI 48823

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

On April 1, East Lansing submitted an application for a Natural Resources Trust Fund (NRTF) grant to construct 4,000' of trail along the south side of the East Lansing Soccer Complex to Coolidge Road, see attached site plan. Approximately $\frac{1}{4}$ of the trail is in Ingham County and the remainder is in Clinton County. The estimate of probable cost for the project is \$660,000. We have requested \$300,000 from the NRTF and have secured commitments from property owners for \$205,000. The requested Trails Millage allocation will fund the Ingham County portion of the trail.

If you have any questions about this request or would like any additional information, please contact me at wlongpr@cityofeastlansing.com or 517-285-9436.

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

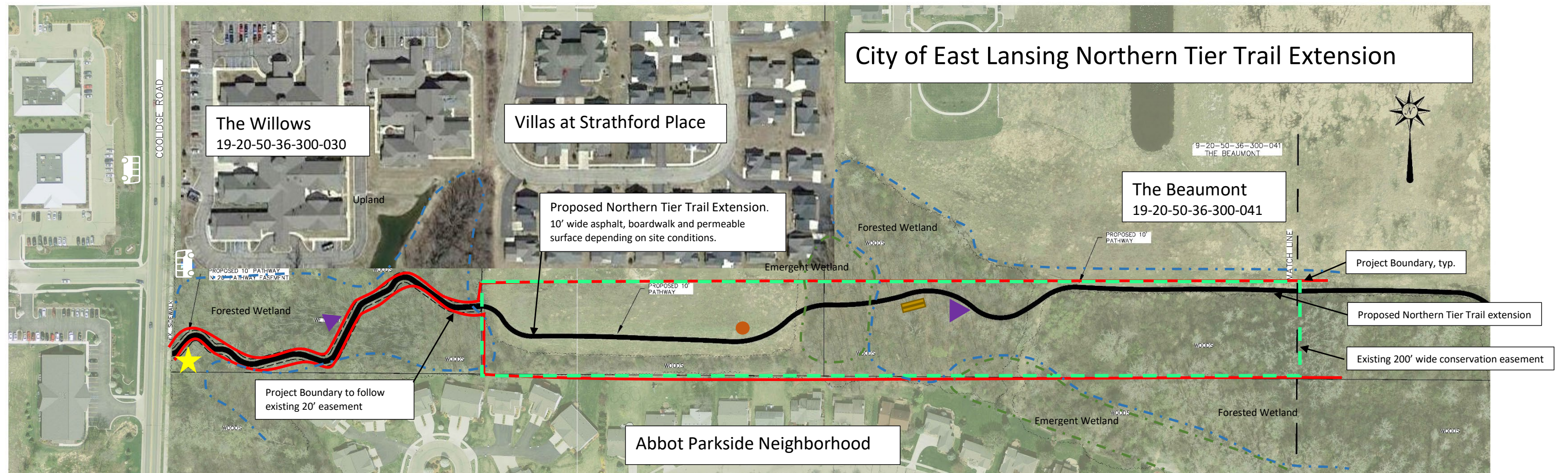
Sincerely,

A handwritten signature in black ink, appearing to read "Wendy Wilmers Longpre". The signature is fluid and cursive, with the first name "Wendy" being the most prominent.

Wendy Wilmers Longpre
Assistant Director of Parks, Recreation and Arts

Attachment(s) 1

cc. Catherine DeShambo, Director



INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 11, 2022

Motion to Support the Contract with Meridian Township for the design and construction of a natural shoreline protection project at Lake Lansing Park South

MOVED BY SUPPORTED BY

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion.

TO: Board of Commissioners Human Services
FROM: Tim Morgan, Parks Director
DATE: April 19, 2022
SUBJECT: Contract with Meridian Township for the design and construction of a natural shoreline protection project at Lake Lansing Park South
For the meeting agenda of 5/2/22

BACKGROUND

The Ingham County Parks Department and Meridian Township - Lake Lansing Watershed Advisory Committee, partners and consultants have identified areas of erosion, aquatic invasive species, and decreasing habitat for fish and wildlife around the shoreline of Lake Lansing. Installation of natural shoreline protection projects has been proven to have ecological benefits such as absorption of natural wave energy, filter rain run-off, provide critical habitat for fish and wildlife, promote percolation, and deter nuisance geese.

ALTERNATIVES

To have Ingham County conduct the project and acquire fees associated.

FINANCIAL IMPACT

There are no financial impacts

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their April 11, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Meridian Township for the design and construction of a natural shoreline protection project at Lake Lansing Park South.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH MERIDIAN TOWNSHIP FOR THE
DESIGN AND CONSTRUCTION OF A NATURAL SHORELINE PROTECTION PROJECT AT
LAKE LANSING PARK SOUTH**

WHEREAS, the Ingham County Parks Department and Meridian Township - Lake Lansing Watershed Advisory Committee, partners and consultants have identified areas of erosion, aquatic invasive species, and decreasing habitat for fish and wildlife around the shoreline of Lake Lansing; and

WHEREAS, installation of natural shoreline protection projects has been proven to have ecological benefits such as absorption of natural wave energy, filter rain run-off, provide critical habitat for fish and wildlife, promote percolation, and deter nuisance geese; and

WHEREAS, these natural shoreline projects have economic benefits by being more cost effective than installing hardened structures, less susceptible to ice damage, aesthetically pleasing thus increasing property values, and decreases permitting costs; and

WHEREAS, the construction of a natural shoreline using bioengineering methods which includes the planting of shrubs, herbaceous plants and other natural materials to prevent erosion, spread of invasive species, and provide fish and wildlife habitat will be very beneficial to the Lake Lansing watershed; and

WHEREAS, the construction of a natural shoreline using bioengineering methods fits the vision of “Green” initiatives in Ingham County such as reducing the mowing needs of the park and will also be used as a demonstration plot for residents of Lake Lansing to encourage installation of natural shorelines on their properties; and

BE IT RESOLVED, the Ingham County Parks Department wishes to enter into an agreement with Meridian Township for the design and construction of a natural shoreline protection project at Lake Lansing Park – South, with Meridian Township absorbing all costs associated with the project; and

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 April 11, 2022

Motion to Support the Resolution Authorizing an Amendment of the Ingham County Employee Free Event Days at Ingham County Parks and Potter Park Zoo

MOVED BY

SUPPORTED BY

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
Cynthia Wagner, Potter Park Zoo Director
DATE: April 19, 2022
SUBJECT: Resolution Authorizing an Amendment of the Ingham County Employee Free Event Days at Ingham County Parks and Potter Park Zoo

For the meeting agenda of 5/2/22 Human Services and 5/4/22 Finance Committees

BACKGROUND

Since 1998, in an effort to contain health insurance costs, the Ingham County Wellness Committee's goal has been to promote overall good health practices for Ingham County Employees. The Wellness Committee has asked to partner with the Parks Department in an effort to promote county employee physical activity. The Potter Park Zoo would like to join in the effort to promote county employee physical activity and encourage employees to get out to our local parks and zoo.

ALTERNATIVES

To not offer this employee incentive.

FINANCIAL IMPACT

Potter Park Zoo will not collect parking or admission revenue from Ingham County employees and their families for the selected employee days. There is however an opportunity for increased revenue at the gift shop, concessions, and camel rides on the employee free days.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - Maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission will review this resolution at their April 11, 2022 meeting. The Potter Park Zoo Advisory Board supports this Resolution.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing an Amendment of the Ingham County Employee Free Event Days at Ingham County Parks and Potter Park Zoo.

Introduced by the Human Service and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE AMENDMENT OF
INGHAM COUNTY EMPLOYEE FREE EVENT DAYS AT INGHAM COUNTY PARKS AND
POTTER PARK ZOO**

WHEREAS, since 1998, in an effort to contain health insurance costs, the Ingham County Wellness Committee's goal has been to promote overall good health practices for Ingham County Employees; and

WHEREAS, the Ingham County Parks Department and Potter Park Zoo is offering to host free Ingham County employee events at no charge on dates to be selected by staff, weather dependent.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the following activities be made available to Ingham County Employees, their spouse, and their children at no charge annually for:

Ingham County Parks

- Free Evening Snow Tubing and Free Vehicle Entrance at Hawk Island County Park on a date(s) to be selected by park staff in winter, weather dependent.
- Free Winter Sports Equipment Rentals and Free Vehicle Entrance at Burchfield County Park on a date(s) to be selected by park staff in winter, weather dependent.
- Free Round of Disc Golf and Free Vehicle Entrance at Lake Lansing Park North on a date(s) to be selected by park staff, weather dependent. Bag of discs available for usage at a first come, first serve basis.

Potter Park Zoo

- Free Admission and Free Vehicle Entrance at Potter Park Zoo on a date(s) to be selected by zoo staff.

BE IT FURTHER RESOLVED, that this resolution replaces 16-225.

BE IT FURTHER RESOLVED, this employee discount applies to the employee, their spouse and their children.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 11, 2022

Motion to Support the Safety Enhancement Projects At Lake Lansing County Park South, Burchfield County Park And Hawk Island County Park

MOVED BY

SUPPORTED BY

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion.

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: April 19, 2022
SUBJECT: Ingham County Parks Safety Enhancement Projects
For the meeting agenda of 5/2/22 Human Services & 5/4/22 Finance Committees

BACKGROUND

Each year playground inspections are performed by Certified Playground Inspectors (CPSI) on all playgrounds located within Ingham County Parks. During these inspections, it was identified that there were multiple play features at each location that are in need repair or replacement and in need of additional safety surfacing.

ALTERNATIVES

These repairs would not be performed and portions of these playgrounds would have to be closed within the next 12 months.

FINANCIAL IMPACT

There are funds available within the Parks Department Fund Balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) of the Action Plan - maintain and improve existing parkland, facilities, and features.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their April 11, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County Parks to perform the necessary repairs in order to ensure the safety and accessibility of our playgrounds.

April 6, 2022

To: Tim Morgan, Director of Parks
From: Brian Collins, Deputy Director of Parks
Re: Playground request – Fund Balance

Tim,
As you know, staff inspects playgrounds on a minimum monthly schedule. Each year in the spring, a full audit is done of each playground. During the most recent audits there were numerous issues that were discovered. Being potential safety concerns within the next year, we thought it best to be proactive and address these repairs/replacement items from fund balance during FY22. In researching costs of equipment, repairs and additional safety surface, I think it prudent to set aside \$120,000 from the fund balance. This would allow for repairs/replacements at Burchfield County Park, Lake Lansing South County Park, and Hawk Island County Park.

I have attached a few photos of just some of the replacements/repairs we would need to perform. Please let me know if there is any additional information you would need.



Rubber coating has deteriorated on all “rope climbers” throughout the park. Some would be replaced with similar ropes and some would be replaced with a “climbing wall” type transition.



Tires have become cracked and degrading. Soon will be unsafe to use. It is recommended to switch over to a playground specific manufactured stepping transition.



Fencing has settled and retaining walls in certain areas need rebuilt. Fence would be replaced with a visually more “open” design. Donor pickets will need to be replaced by donor sign.



New safety surfacing should be replaced/added to due to compaction at all playground facilities



Swingset has been removed from Burchfield Park due to decay. Above feature (or similar) would be installed in its place.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SAFETY ENHANCEMENT PROJECTS AT LAKE LANSING
COUNTY PARK SOUTH, BURCHFIELD COUNTY PARK AND HAWK ISLAND COUNTY PARK**

WHEREAS, the Ingham County Parks Department employs several individuals who are trained on playground safety inspections and hold the national certification as Certified Playground Inspectors through the National Recreation and Park Association; and

WHEREAS, these staff perform annual audit inspections on each of the playgrounds located within Ingham County Park facilities; and

WHEREAS, during these annual audits, staff has identified structures that are in need of replacement/repair as well as additional safety surfacing.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the Ingham County Parks Department, following Purchasing Department guidelines, to proceed with repairs and replacement of playground equipment within County Parks.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission authorizes \$120,000 to be used from the Parks Department 208 fund balance to fund the costs for the project.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the transfer of \$120,000 from the Parks Department 208 fund balance into a new line item for this project.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 11, 2022

Motion to Support the Ingham County Parks Department Grant application and submission of the Michigan Active Communities Grant

Move

To support the Ingham County Parks Department application submission of the Michigan Active Communities Grant in partnership with mParks, Michigan Department of Health & Human Services and Michigan Outdoor Industry Office in the amount of \$18,075 which will go towards the Burchfield Dirt School to purchase bikes, helmets, tokens/credits for kids/families who need to ride Ingham County Public Transit (CATA) system to get to the Burchfield County Park Dirt School. If the Ingham County Parks Department is awarded the Michigan Active Communities Grant, the Ingham County Park Commission approves the Resolution submission to the Ingham County Board of Commissioners for approval to accept the Grant.

Directors Report 2022
March 9- April 6, 2023 (April 11th, 2022 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.

- Continued ongoing working with staff and 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. Also for McNamara Landing as we met with the Drain Commission and LAP to discuss the project scope/design and we are moving forward on the Canoe/Kayak improved parking lot design to prepare bid documents in the next month or so.
- ROWE consulting produced the front-end documents for Bidding for three grants at Lake Lansing South and the improvements at the Boat Launch. We hope to get bids back by the end of April for these projects. We should have those to present to the PC in May.
- Attended ongoing Millage progress update meeting with Nicole Wallace, Brian Collins, and Tanya Moore from Spicer group. Met with Deputy Controller and staff as well to discuss future staff recommendations for the Park Commission to review for the millage that will be forthcoming in the upcoming months.
- Continued meeting Nicole, Tanya, and Tri-Counties Consultant on their process for a Tri-County Regional bike plan Eaton, Clinton and Ingham Counties and we discussed lots of data that we have for Ingham County.
- Thanks to Tanya Moore and Spicer staff and all our staff as five applications requested for MDNR Grant cycle for April 1, 2022 we submitted. Sixteen successful grants received since 2014 and counting😊! Great work everyone!
- Continued assisting the Friends of the Ingham County Parks and have continued working with staff on items to help them moving forward with web site, fund raising, and other items. Meet with Friends Board.
- Met with IT Department for High Speed network connectivity in the Parks and Video surveillance request for local ARP funds.
- Met with Managers and Deputy Director, Administrative staff and Deputy Director, and Park Rangers Union staff and Deputy Director to discuss phase one of the Parks reorganization process which included reclass of several positions in the MCF unit and converting the Hawk Island Park Manager Position, Brian Collins, to become the Parks Deputy Director.
- Also met with all Staff working on Parks 2023 budget request that will be before the Park Commission at your May meeting.
- Met with Human Resources about an open position, Parks Mechanic position, that has been posted and open since September 2021. We are considering a different approach and including it potentially as part of the Parks phase 2 reorganization that will be included in the 2023 budget request. More to come with our 2023 request in May we continue to work with the Union and Human Resources on this item.
- Conducted an orientation meeting with Brian Collins and the newly appointed Park Commissioner Nathan Triplett from Tri-County Regional Plan Commission.
- Met with staff to discuss DIRT School Ribbon cutting in June of this year.
- Conducted several public presentations about Ingham County Parks and the Trails Millage with Nicole Wallace to Rotary clubs within Ingham County (East Lansing, Meridian, and Mason).
- Continued talking with several different news agencies about Parks; DIRT School at Burchfield Parks and the Capital Action Plan for the Parks and Grants that we have received.
- Conducted weekly Administrative meeting.
- Attended Controllers Senior Staff meeting.

- Attended BOC committee meetings Human Services, Finance and a Full BOC meeting with Park Department items.
- Met again with staff prior to April 1st for the Hesse/ Earl Fishing event planning committee about re-starting this program with two dates for 2022. They would be the 2nd and 3rd Saturdays in May this year.
- Continued working with Fair/Parks/Zoo/Controller monthly meeting on discount resolution and special days updates for Ingham County Employees days in the parks.
- Lastly, “remember not only to say the right thing at the right time/moment, but more difficult still, to leave **unsaid** the wrong thing at the most tempting time/moment”!

Re-Creation; body, mind, spirit and soul...



Hopefully, the sun has set on Winter Officially now!

Looking forward to spring in Michigan once again!

Grateful (I still have to pinch myself on occasion to make sure it is all real) to be the Director of the Ingham County Parks (going on 8 years and 35 years in parks and recreation 30 as a director) and **very thankful for the support** of my staff, the Park Commission, Controller’s Office, and the Board of Commissioners and most of all my family! Could not have made it through 2021 without all of you! **THANK YOU!**

April 2022

Hawk Island County Park

- Attended multiple meetings.
- Began putting shade kites back up throughout park
- Annual preseason playground audit and repairs.
- Took down Winter Sports Building
- Developed new signage for the Soldan Dog Park
- Worked with Purchasing on several items out to bid.
- Met onsite with contractors for CIP projects
- Began assembling summer staff.
- Prepped equipment for summer use.
- Worked with EGLE and City of Lansing on permits for tube storage building.
- Assisted with Fee development and updates



Lake Lansing Park Report – March/April

Highlights:

Attended Staff and Manager Meetings

Attended Band Shell meeting

Worked on flower orders

Solidified Bandshell contracts for LLS Summer Concert Series

Met with IT to go over high speed internet and security camera locations

Worked with various volunteer groups scheduling for the spring

Worked with Brian and Tim B on CIP needs for 2023 requests

Discussed shoreline protection project at LLS (SAD)

Attended volunteer day for disc golf course clean up

Staff working on clearing disc golf course, cleaning up junk piles, and taking down playground equipment.

Ian working on new X-Country Ski packages and accepting CBCW grant for small boat invasive species system

Volunteer day on disc golf course



Burchfield Park March/April Manager's Report

- Met with Scout Leader to discuss April 22nd-24th Scout Camporee event
- Renewed LARA day camp program and site licenses
- Coordinate EZ Dock installation with Camp & Cruise at McNamara and Burchfield landings
- IT meeting to discuss park broadband installation and security cameras-March 10th
- Attend Zoom Dirt School preconstruction meeting with Jim Hudgins and Progressive Bike Ramp Team-March 14th
- Maintenance shop emergency purchase and furnace replacement
- Reopened Bunker Landing for season
- Met with Ingham County Road Dept. with Tim Morgan to discuss English Inn Bridge removal options-March 17th
- Worked with Anne Grofvert (from MMMBA) on grant narrative for Michigan active communities program
- Preliminary planning for Burchfield Earth Day Event
- Scheduled Mason High School senior workday
- Attended Park/MMMBA Dirt School media relations meeting-March 22nd
- Met with MSU student journalist for an article on Burchfield Park
- Hosted 2022 Burchfield in Bloom disc golf tournament (72 registered players)-April 2nd
- Attended manager and staff meetings-April 5th
- HR/Park Management meeting to discuss park mechanic position-April 5th
- McNamara Landing Project meeting with LAP, Drain Office, & Tim Morgan-April 6th
- Contacted legal office for guidance on drone use in the parks

Special Events:

- Viking Picnic
- Burchfield in Bloom Disc Golf Tournament-April 2nd

Park Maintenance and Projects

- Clean river sediment off McNamara Landing
- Zero turn mowers taken in for annual service
- Start clearing area for pheasant rearing pen
- Cut and remove multiple dead trees and fallen branches from disc golf course
- N. Bluff Playground inspection
- Take apart Winter Sports set up and store equipment
- Remove stones from snowplowing in turf areas

March - Parks Office Monthly Report

Meetings/Trainings

Staff and weekly Admin meetings
Bill Earl discussion meetings
Bill Earl registration added to Rec Trac
Continued budget discussions
Marketing plan for Burchfield canoe/kayak rentals
mParks conference
IT network meeting
Social Media meetings with Nicole and Kim

Contracts/Resolutions

Drafted/edited the following resolutions:

- Moore Trosper Construction Co.
- Laux, Lake Lansing Boat Launch

Customer Service

We received 743 phone calls in the month of February.

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.

2022 Parks Budget

Revenue				
208 Fund	Original	Actual	Available	Percent
570000 State Grants	50,000.00	-	(50,000.00)	
600000 Shelter Fees	66,500.00	19,820.00	(46,680.00)	30%
600100 Disc Golf Fees	22,000.00	1,315.00	(20,685.00)	6%
610100 Boat Rental	22,500.00	-	(22,500.00)	0%
610200 Canoe/Kayak Rental	37,500.00	-	(37,500.00)	0%
620000 Boat Launch Fees	17,000.00	-	(17,000.00)	0%
630000 Ski Rental	8,000.00	14,080.50	6,080.50	176%
641000 Food Concessions	48,150.00	7,404.95	(40,745.05)	15%
641120 Snowshoe Rental	-	484.00	484.00	
652000 Parking Fees	350,846.00	58,468.00	(292,378.00)	17%
652100 HI Snow Hill Admissions	72,000.00	122,838.00	50,838.00	171%
669130 Game Rental	1,000.00	-	(1,000.00)	0%
669140 BUR Tube Rentals	4,000.00	5,628.00	1,628.00	141%
669141 Dog Park Revenue	10,000.00	1,030.00	(8,970.00)	10%
669145 Park Patron Pass	-	126.00	126.00	
688220 Misc Revenue	1,000.00	106.79	(893.21)	11%
671000 Day Camp	10,000.00	-	(10,000.00)	0%
676020 Donations	-	-	-	
Total Collected Revenue	720,496.00	231,301.24	(489,194.76)	32%
698010 Carry Over Surplus Used	234,000.00	-	(234,000.00)	
699000 Revenue TSF IN - F101	2,036,518.00	509,129.50	(1,527,388.50)	25%
699228 Revenue TSF IN - Millage 228	51,500.00	12,875.00	(38,625.00)	25%
699500 Revenue TSF IN - CAP IMP	102,000.00	-	(102,000.00)	
Revenue Total	3,144,514.00	753,305.74	(2,391,208.26)	24%
Personnel Services				
208 Fund	Original	Actual	Available	Percent
704000 FT Wages	781,416.00	172,651.96	608,764.04	22%
705000 Seasonal Wages	728,384.00	92,832.35	635,551.65	13%
706000 FT Overtime	4,783.00	1,752.31	3,030.69	37%
706100 On Call Payments	5,320.00	360.00	4,960.00	7%
706700 Seasonal Overtime	1,787.00	77.89	1,709.11	4%

2022 Parks Budget

708000 Meeting Fees	9,750.00	-	9,750.00	0%
713000 Misc Fringes	-	-	-	
714000 Unemployment	3,942.00	1,120.53	2,821.47	28%
715000 Fica County Share	60,216.00	19,885.88	40,330.12	33%
715050 Liability Insurance	2,187.00	978.79	1,208.21	45%
716020 PHP Health Insurance	180,779.00	50,412.19	130,366.81	28%
716030 Health Waiver	3,784.00	945.81	2,838.19	25%
716035 Retiree Hlth Ins Chargeback	41,419.00	10,931.83	30,487.17	26%
716040 Retiree Hlth Ins Trust Chg	35,420.00	9,203.89	26,216.11	26%
716100 Dental Insurance	10,809.00	2,447.79	8,361.21	23%
716200 Vision Insurance	1,558.00	352.10	1,205.90	23%
716450 Seperation Buyout Chgback	13,778.00	3,579.29	10,198.71	26%
717000 Life Insurance	1,522.00	347.55	1,174.45	23%
717100 Disability Insurance	806.00	182.91	623.09	23%
718000 Retirement Program	194,804.00	38,093.99	156,710.01	20%
718500 Retirement Defined Contr.	7,609.00	1,702.62	5,906.38	22%
720000 Longevity	7,000.00	-	7,000.00	0%
722000 Wkcpmp Insurance	-	967.40	(967.40)	
Personnel Services Total	2,097,073.00	408,827.08	1,688,245.92	19%
Controllable Expenses				
208 Fund	Original	Actual	Available	Percent
726011 Concessions	33,400.00	4,216.82	29,183.18	13%
728000 Printing & Binding	12,000.00	356.75	11,643.25	3%
729000 Postage	4,500.00	-	4,500.00	0%
730000 Office Supplies	2,800.00	637.79	2,162.21	23%
731000 Photo-Copying & Supplies	600.00	-	600.00	0%
734000 Non-Capital Equipment	4,900.00	-	4,900.00	0%
22P07 Rental Equipment All Parks	50,000.00	2,495.00	47,505.00	5%
740000 Maintenance Supplies	130,136.00	15,720.69	114,415.31	12%
743000 Other Supplies	27,031.00	2,545.22	24,485.78	9%
745000 Uniforms	7,500.00	306.23	7,193.77	4%
746010 Clothing Allowance	600.00	750.00	(150.00)	125%
743100 Small Tools	-	250.00	(250.00)	0%
747000 Gas-Grease-Oil-Antifreeze	38,000.00	4,316.02	33,683.98	11%

2022 Parks Budget

802800 Med Services - Physicals	1,000.00	-	1,000.00	0%
815000 Memberships & Subscriptions	3,500.00	268.11	3,231.89	8%
818000 Contractual Services	24,780.00	2,372.11	22,407.89	10%
PAZO1 POS System	23,580.00	2,311.67	21,268.33	10%
861000 Local Travel	3,000.00	241.25	2,758.75	8%
861100 In state Travel	3,100.00	402.50	2,697.50	13%
861110 Out of State Travel	-	-	-	0%
890080 Administrative Fees	12,500.00	4,691.31	7,808.69	38%
901000 Advertising	10,750.00	-	10,750.00	0%
921050 Telephone	7,900.00	1,312.34	6,587.66	17%
921060 Telephone - Long Distance	-	18.10	(18.10)	0%
931100 Maint-Related Contractual	37,433.00	4,788.59	32,644.41	13%
932000 Equipment Repair & Maint	50,470.00	13,280.04	37,189.96	26%
942000 Equipment Rental	8,138.00	-	8,138.00	0%
957120 Sales Tax	3,650.00	154.14	3,495.86	4%
957130 Other Taxes	-	-	-	0%
960000 Training	5,300.00	-	5,300.00	0%
974000 LL Disc Golf Course	50,000.00	7,130.81	42,869.19	14%
21P03 BUR Dirt School	-	67,445.99	(67,445.99)	0%
22P03 LL Tree & Dead Branch Removal	12,000.00	-	12,000.00	0%
22P08 Bunker Road Landing	112,000.00	-	112,000.00	0%
22P01 Southridge Shelter Roof Replacement	45,000.00	-	45,000.00	0%
22P02 Pine Knoll Shelter Roof Replacement	45,000.00	-	45,000.00	0%
22P05 HI Dog Park Floating Dock	45,000.00	-	45,000.00	0%
22P06 HI Snow Gun	27,000.00	23,350.00	3,650.00	86%
Controllable Expenses Total	842,568.00	159,361.48	683,206.52	19%
Non-Controllable Expense				
208 Fund	Original	Actual	Available	Percent
911000 Insurance & Bonds	-	-	-	
915050 Liability Insurance	-	-	-	
921000 Utilities	81,981.00	(13,243.86)	95,224.86	-16%
921070 Courier Service	1,686.00	421.56	1,264.44	25%
921150 Telephone Allocation Costs	-	193.69	(193.69)	
943000 IT Operations	35,289.00	4,974.03	30,314.97	14%

2022 Parks Budget

943010 Equip Service Charge	42,000.00	5,699.94	36,300.06	14%
943020 Equip Service Charge PC	4,678.00	259.28	4,418.72	6%
943100 Network Maintenance	18,702.00	6,125.12	12,576.88	33%
944000 Vehicle Service Charge	18,999.00	5,544.36	13,454.64	29%
944100 Copier Service Charge	1,538.00	-	1,538.00	0%
Non-Controllable Expense Total	204,873.00	9,974.12	194,898.88	5%
Total Revenue	3,144,514.00	753,305.74	(2,391,208.26)	24%
Total Expenses	3,144,514.00	578,162.68	2,566,351.32	18%
Difference	-	175,143.06		

208 Fund Balance as of

tbd

Projected Fund Balance as of

tbd

Trails & Parks Millage Program Coordinator Report

March 2022

For: Park & Recreation Commission Meeting- April 11, 2022

- Presented a PowerPoint presentation with Tim for updates on the parks and millage for the Kiwanis Club of Haslett Okemos
- Attended meetings to discuss 2023 budget request
- Attended Human Services and Finance Committee meeting
- Met with Kelly and Tim to discuss Hesse-Earl fishing event
- Requested Round 7 millage contracts
- Requested amendments to the City of Lansing millage agreements TR006, TR038, TR056, TR062, & TR065
- Continued to work with the County attorney on contracts and amendments
- Worked with staff on social media updates
- Website updates
- Meeting with Tanya and Tim
- Attended weekly admin meetings
- Met with Admin staff regarding first quarter budget adjustments/carry overs
- Met with Tim M., Tim B., Chris and Kelly to discuss canoe/kayak season marketing plan
- Attended TCRPC Regional Trails Plan Advisory Committee Meeting
- Assisted Lansing Township staff with reimbursement request
- Attended staff meeting
- Attended Park Commission meeting
- Attended mParks conference in Traverse City
 - Trails Wayfinding (presented with Tanya and Tim and 48 people participated in this session), attended Conflict Resolution – Handling New Challenges of Providing Service, Overcoming Generation Stereotypes to Create a Highly Effective Team, It's All about the B-R-A-N-D, Your Team Isn't as Messed up as You Think, The New Future of Recreation in Southeast Michigan, Trade Show, and Social Media Marketing That Will Help Tell Your Story



- Presented a PowerPoint presentation with Tim for updates on the parks and millage for the Rotary Club of Haslett & Okemos
- Press release for 7th round millage awards
- Met with Tim M., Tim B., Chris, Kelly, and Anne to plan ribbon cutting for the dirt school at Burchfield Park
- Budget meeting with Tim M., Jared and Jill
- Wrote grant application for consideration to Congresswoman Slotkin's office regarding the Community Project Funding Initiative for the Holt to Mason Trail Final Connection
- Received reimbursement requests for the City of Lansing projects TR006, TR029, and TR038:



TR006 Moores River Drive (east limits of project) looking at restoration and HMA



TR029 Grand River N Section: Rip Rap, Gabion Basket and slope restoration



TR038 Washington Avenue: HMA, Rip Rap plantings and Rail repair

Millage Projects - Completed

Project No.	Description
TR001	CL - RT - Overlay/Partial Reconstruction
TR002	MT Trail Rehab
TR004	CL - RT - Overband/Crack Sealing
TR005	CL - RTW - Wall and Pavement Repair
TR006	CL - RTW - Moores River Dr Trail Repair
TR007	EL-07-NTT-SWL Bridge (W of Abbott Rd)
TR008	EL-04-NTT-SWL Bridge (Whitehills Park)
TR009	EL-03-ELT-RC Bridge (Hagadorn Rd)
TR010	(EL) CL-22-ELT-RC Bridge (Kalamazoo St)
TR011	EL-05-NTT-SWL Bridge (Harrison Meadows)
TR012	EL-06-NTT-SWL (E of Abbey Rd)
TR013	CL-29-LT-GR Bridge (Oakland Ave)
TR014	CL-26-LT-GR Bridge (Lansing Ctr/ Mich Ave)
TR015	CL-16-LTE-RC Bridge (Potter Pk Zoo Creek)
TR016	CL-20-LTE-RC Bridge (under RR,N of Crego Pk)
TR017	CL-09-LTW-GR Bridge (E of Moores Pk)
TR018	CM-03-HAY-SC Bridge (Cemetery to Gardens)
TR021	MT-07-MIP-DR Bridge (E of Okemos Rd)
TR022	MT-03-PK-DR Bridge (Central Park South)
TR023	MT-05-PK-DR Bridge (NL Moore Park)
TR024	MT-04-PK-DR Bridge (NL Moore Park)
TR025	MT-02-MP-DR Bridge (W of Okemos Rd)
TR026	MT-01-PK-SWL Bridge (Hartrick Park)
TR027	MT-06-MIP-DR Bridge (W of Okemos Rd, Interurban)
TR029	CL - Bank Stabilization, Grand River North
TR030	CL/FLRT - Trail Ambassador
TR032	CM - Hayhoe Trail Extension and Trailhead
TR034	Leslie - Trail Planning
TR035	Aurelius - Glenna Droscha Community Park
TR036	Aurelius - 5 Yr Plan
TR037	CL/FLRT - Trail Ambassador
TR038	CL - Bank Stab.-Wash Ave
TR039	CL-09-LTW-GR Bridge
TR042	CL - City Market C/K Launch
TR043	CL - Moores Park C/K Launch
TR045	Leroy - Simmons Memorial Park
TR046	CM - Hayhoe RW Ext - Kerns Rd
TR047	MT - Old Raby Culvert
TR048	Stockbridge - Lakelands Trail Resurfacing
TR049	MT - Okemos Rd Ped Boardwalk
TR052	Williamston - RC River Water Trail
TR053	Lansing Twp-Waverly Rd Shared Use Path
TR055	CL/FLRT -Volunteer Trail Ambassador Coordinator
TR065	CL-Bridge 13
TR066	CL - Bridge 15
TR067	CL - Bridge 14
TR078	Leslie Twp-Township Grounds Trail

Millage Projects - In Progress

Project No.	Description
TR003	EL - NTT- Trail R&M
TR028	CL - US 127 Pathways
TR031	MT - MSU to Lake Lansing Trail, Phase I
TR033	EL - NTT - Connection through White Park
TR040	CL-21-LTE-RC Bridge
TR041	CL - Fenner Pathway Extension
TR044	CL - Krueger Landing C/K Launch
TR050	Delhi - Trail Planning
TR054	MT-MSU to Lake Lansing, Phase 2
TR056	CL - Bridge 31 Repair
TR057	East Lansing - NTT Ped Connection at Riviera Dr
TR058	East Lansing - NTT Ped Connection at Colorado Dr
TR059	IC-Hawk Island Park
TR060	Dansville - Trail Plan
TR061	IC-LLS Park
TR062	CL - Trail Connector-Cambridge to Frances Park
TR063	Delhi - Holt to Mason, Phase 1
TR064	CL - Bridge 18
TR068	MT-MSU to Lake Lansing Connector, Phase 2b
TR069	Williamston-Downtown Water Trailhead & Launch
TR070	Delhi-Holt to Mason, Phase 2
TR071	CL-Bear Lake Pathway
TR072	CL-Bridge 26
TR073	CL-Bridge 25
TR074	CL-Bridge 24
TR075	CL-Bridge 12
TR076	CL-Bridge 11
TR077	CL-Bridge 28
TR079	CL-River Trail Extension-Saginaw to Oakland
TR080	MT-East Lansing NTT Connection
TR081	IC-McNamara Landing (Parking Lot)
TR082	IC-Lake Lansing South Improvements (Access & Fence)
TR083	CL-Red Cedar Water Trail
TR084	IC-Hawk Island Park
TR085	CL/FLRT-Volunteer Trail Ambassador Coordinator
TR086	IC-Lake Lansing Boat Launch
TR087	IC-LLN Boardwalk, Phase 1
TR088	IC-LLN Boardwalk, Phase 2
TR089	IC-Burchfield Park - Cabins/Trail
TR090	IC-Burchfield Park - River Access (Riverbend)
TR091	Leslie Twp - Hull Rd. Walking Path
TR092	MT-MSU to Lake Lansing Connector, Phase 3, Shaw St.
TR093	MT-Regional Trail Map
TR094	Onondaga Twp - Baldwin Park - Kayak Launch/Bridge
TR0XX	CM - Jefferson Trailhead / Community Garden Improvements

TROXX	CL/FLRT - Trail Ambassador Coordinator
TROXX	Vevay Township Community Park and 5-Year Recreation Plan
TROXX	Leslie Township Grounds Lighting & Recreational Improvements
TROXX	Lansing Twp - Waverly Rd Shared Use Pathway, Phase II - Feasibility Study
TROXX	Williamston - Memorial Park Trail Planning & Engineering
TROXX	Leroy Township - Simmons Memorial Park Improvements
TROXX	MT - MSU to Lake Lansing Connector Trail, Phase III
TROXX	CM - Hayhoe Riverwalk Trail - Repair
TROXX	Leslie Shared Use Path - Hull Rd to S Cameo Dr
TROXX	Alaiedon Township - Leek Cemetery Nature Trail & Improvements
TROXX	Leslie Shared Use Path - Middle School to Russell Park
TROXX	Greater Stockbridge Connectivity & Wellness Park Enhancements
TROXX	CL - River Trail Bank Stabilization - Mt Hope Cemetery
TROXX	CL - River Trail - Overband & Crack Sealing



FLRT Trail Ambassador Program Coordinator Monthly Report March-April 2022

- Met with FLRT board members to discuss trail sponsorship program updates
- Continued draft trail sponsorship program brochure
- Assisted in onboarding new Board Members
- Responded to member requests for information
- Working with multiple new trail sponsors & renewals
- Developed spring-summer cleanup schedule – more info available at lansingtrails.org
 - Saturday, April 23 10am-noon
 - Saturday, May 7 10am-noon
 - Saturday, May 21 10am-noon
 - Saturday, June 18 10am-noon
- Announced National Trails Day “Trail Town 10K” Saturday, June 4– working with City of Lansing on registration & announcement
- Drafted and scheduled eNewsletter
- Drafted and scheduled social media
- Monitored trail activity 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	11 / 56	12 / 33	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