

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, December 12, 2022

Monday, December 12, 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**
 - A. Minutes of October 10, 2022 regular meeting will be considered - [Page 3](#)
 - B. Minutes of October 10, 2022 closed session meeting will be considered
 - C. Minutes of November 14, 2022 regular meeting will be considered - [Page 13](#)
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 ITEM**
 - A. Boathouse proposal - [Page 18](#)
 - B. E-bikes (New park rules definition / managers recommendation) - [Page 28](#)
 - C. Action Plan - [Page 30](#)
8. **ACTION ITEMS**
 - A. Nominating committee for 2023 officers - [Page 38](#)
 - B. Honoring Matthew Bennett - [Page 39](#)
 - C. Seasonal Wage Schedule - [Page 40](#)
 - D. Boathouse proposal – Lake Lansing - [Page 44](#)
 - E. Contract with Laux Construction for Lake Lansing South Improvements - [Page 45](#)
 - F. Amending the contract with Penchura for the Lake Lansing South playground install - [Page 52](#)
9. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 55](#)
 - B. Park Managers - [Page 60](#)
 - C. Financial Report - [Page 66](#)
 - D. Millage Coordinator Report & Trail Videos - [Page 70](#)
 - E. FLRT Trail Ambassador Report - [Page 74](#)
10. **Board/Staff Comments**

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

12. Correspondence and Citizen Comment - [Page 75](#)

- A. Invasive Species
- B. Letter from Wild Ones
- C. Thank you from Congresswoman Slotkin

13. Upcoming Meetings

- A. Date: TBD - Tentatively scheduled for Monday, January 9, 2023; Time: 5:30pm
Human Services Building Conference Room A
5303 S. Cedar St.
Lansing, MI 48911

14. 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, Steve James, Simar Pawar, Paul Pratt, Nathan Triplett, Commissioner Emily Stivers, Commissioner Chris Trubac, Bret Marr

**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
October 10, 2022

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

Board Members Present: Matt Bennett, Cherry Hamrick, Stephanie Thomas, Steve James, Simar Pawar, Commissioner Trubac, Paul Pratt, Nathan Triplett, Commissioner Emily Stivers, Bret Marr

Absent:

Also Present: Director Tim Morgan, Deputy Director Brian Collins, Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace, Lake Lansing Park Manager Coe Emens, Deputy Controller Cypher

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

Minutes: **Moved by Ms. Thomas and Supported by Ms. Hamrick** to approve the September 12, 2022 minutes of the regular meeting as written:
Yes 10; No-0. MOTION CARRIED.

Closed Session Minutes: **Moved by Ms. Thomas and Supported by Ms. Hamrick** to approve the September 12, 2022 closed session minutes of the regular meeting as written:
Yes 10; No-0. MOTION CARRIED.

LATE ITEMS / CHANGES / DELETIONS

None.

LIMITED PUBLIC COMMENT

Claudia Kerbawy resident of Lake Lansing and on board of the Lake Lansing Property Association thanked the Park Commission and staff for everything they do and that the community is waiting patiently for the Lake Lansing South Park signage. Ms. Kerbawy encouraged the Park Commission to identify the need for no hunting signage and that many people look at Lake Lansing as the sanctuary lake that it is. Ms. Kerbawy and others were completely shocked that a couple of hunters were actually hunting on the lake so close to homes and trails and feel this signage would help.

CONSIDERATION OF CONSENT AGENDA

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

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

Yes 10; No-0. MOTION CARRIED.

ACTION ITEMS

Consolidating City of Lansing Projects TR028 and TR071

Motion to Support the Resolution Authorizing Consolidating City of Lansing Projects TR028 and TR071

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

Nays: None

Absent:

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING CONSOLIDATING CITY OF LANSING
PROJECTS TR028 AND TR071**

WHEREAS, through Resolution #17-109, 20-456, and 20-028 the Ingham County Board of Commissioners authorized entering into contracts with the City of Lansing to fund the below projects; and

Contract Title	Line Item #	Contract Amount	Upfront Payment Issued
US 127 Pathways	TR028	\$734,177	\$183,544.25
Bear Lake Pathway	TR071	\$718,889	\$359,444.50

WHEREAS, the City of Lansing is requesting consolidating project TR028 and TR071 for accounting purposes and a line item transfer is necessary to consolidate the projects.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to consolidate the City of Lansing’s two projects TR028 & TR071 into one contract under Project Number TR028.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$359,444.50 from line item 228-62800-967000-TR071 to line item 228-62800-967000-TR028

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 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.

Spicer – Prime Professional – McNamara Cabins & Lake Lansing North Accessible Trail/Boardwalks Phase I
Motion to Support the Resolution Authorizing Entering into a Contract with Spicer Group Inc.

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

Nays: None

Absent:

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH SPICER GROUP, INC. FOR PRIME PROFESSIONAL SERVICES FOR VARIOUS PROJECTS

WHEREAS, proposals were solicited from qualified and experienced engineering firms to serve as the prime professional for two park projects: one at Lake Lansing Park North and one at Burchfield Park (McNamara Landing); and

WHEREAS, after careful review and evaluation of the proposals received, the Evaluation Committee recommends that a contract be awarded to Spicer Group, Inc. for projects at Lake Lansing Park North and Burchfield Park (McNamara Landing).

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Spicer Group, Inc. for the base bid in the amount of \$80,100.00 to provide prime professional services for various projects at Lake Lansing Park North and Burchfield Park (McNamara Landing) and authorizes a contingency for the overall work not to exceed 15% of their base bid or \$12,015 including \$28,400 for soil borings for a total amount not to exceed \$120,515.

BE IT FURTHER RESOLVED, that there are funds available in line items as specified below:

Project (Grant #)	Board of Commissioner Resolution # authorizing funding	Line Item Project #	Soil Borings	Requested Amount for Prime Prof. Services	15% Contingency	Total Contract Amount

TF21-0057 Lake Lansing Park North	#22-433	228-62800- 967000- TR087	\$14,200	\$34,500	\$5,175	\$53,875
26—01860 Burchfield Park (McNamara Landing)	TBD	228-62800- 967000- TR089	\$14,200	\$45,600	\$6,840	\$66,640
Totals			\$28,400	\$80,100	\$12,015	\$120,515

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.

Transfer mechanic wages

Motion to Support the Transfer of wages to equipment repair line item

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

Nays: None

Absent:

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE TRANSFER OF WAGES TO EQUIPMENT REPAIR LINE ITEM

WHEREAS, the Ingham County Parks mechanic position was vacant from September 17, 2021 to August 8, 2022 leaving the Ingham County Parks without a mechanic; and

WHEREAS, the Ingham County Parks Department needed to use outside vendors for equipment repair and maintenance which was proven to be costly; and

WHEREAS, the Ingham County Parks Department is requesting authorization to transfer funds from the wage line items 208-75300-704000 (\$9,185.47), 208-75500-704000 (\$9,185.47) and 208-75600-704000 (\$9,185.47) to line item 208-75200-932000 in order to cover the costs for equipment repair and maintenance; and

WHEREAS, it is necessary to transfer funds into line item 208-75300-704000 due to overspending to use outside vendors for equipment repair and maintenance; and

WHEREAS; transfers to or from the Personnel Cost Category require approval of the Board of Commissioners.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes the transfer of wages in the amount of \$27,556.41 from line items 208-75300-704000 (\$9,185.47), 208-75500-704000 (\$9,185.47) and 208-75600-704000 (\$9,185.47) into line item 208-75200-932000.

Accepting Land and Water Grant #26-01857

Motion to Support the Resolution Accepting Hawk Island Park Improvements Grant #LW26-01857

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

Nays: None

Absent:

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT FOR A LAND AND WATER CONSERVATION FUND GRANT #LW26-01857 FOR HAWK ISLAND PARK

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$430,400 for the grant application titled Hawk Island Park Improvements #21-01857 to the Michigan Natural Resources Land and Water Conservation Fund for accessibility improvements, located in Lansing; and

WHEREAS, these improvements will include an removing existing boardwalk along the northeast side of the pond, new floating docks with fishing extension, 10 foot wide paved path and amenities; and

WHEREAS, the required matching funds of \$430,400 will come from the Trails and Parks Millage fund balance.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, Ingham County, Michigan, does hereby accept the terms of the Agreement for grant #26-0187 for accessibility improvements at Hawk Island Park as received from the Michigan Department of Natural Resources (Department), and that the Ingham County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide four hundred thirty thousand and four hundred (\$430,400) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the Department for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.

4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to make available the project amount of \$430,400 from the Michigan Department of Natural Resources be available in line item 228-62800-967000-TR084.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the match amount of \$430,400 from Trails and Parks Millage fund balance to line item 228-62800-967000-TR084.

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.

Accepting Land and Water Grant #26-01860

Motion to Support the Resolution Accepting Burchfield Trail/Cabin Development – McNamara Landing Grant #LW26-01860

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

Nays: None

Absent:

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT
FOR A LAND AND WATER CONSERVATION FUND GRANT LW#26-01860 FOR BURCHFIELD
TRAIL/CABIN DEVELOPMENT – MCNAMARA LANDING**

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$500,000 for the grant application titled Burchfield Trail/Cabin Development - McNamara Landing to the Michigan Natural Resources Land and Water Conservation Fund for accessibility improvements throughout the park which includes five new solar powered cabins, 10 feet wide paved path, paved parking spaces for cabins, ramped canoe/kayak launches, well, pump house and distribution system, landscaping and amenities; and

WHEREAS, the Land and Water Conservation Fund Grant in the amount of \$500,000 was awarded for park and accessibility improvements at Burchfield Trail/Cabin Development – McNamara Landing; and

WHEREAS, the required matching funds of \$500,000 will come from previously appropriated County funds reserved for this purpose as required by the Project’s Grant Agreement (previously authorized by Board of Commissioners Resolution #20-562 and #21-163) Resolution #20-562 authorized \$310,000 (includes topographical survey) and Resolution #21-163 authorized \$200,000 for a total match of \$510,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, Ingham County, Michigan, does hereby accept the terms of the Agreement for grant #26-01860 for accessibility improvements at Burchfield Trail/Cabin Development – McNamara Landing as received from the Michigan Department of Natural Resources (DEPARTMENT), and that the Ingham County Board of Commissioners does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide five hundred ten thousand (\$510,000) dollars to match the grant authorized by the DEPARTMENT,

(of which \$500,000 is required by the Project's Grant Agreement and authorizes an additional \$10,000 for the topographic survey totaling \$510,000).

2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments consistent with this Resolution to make available \$310,000 into line item 228-62800-967000-TR089 (previously authorized by Board of Commissioners Resolution #20-562).

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments to make available the project amount of \$500,000 from the Michigan Department of Natural Resources in line item 228-62800-967000-TR089 and transfer an additional \$200,000 (previously authorized Board of Commissioners Resolution #21-163) from the Trails and Parks Millage fund balance to line item 228-62800-967000-TR089.

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 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.

CLOSED SESSION

MOVED BY MS. HAMRICK, SUPPORTED BY MS. THOMAS
AT 5:58 P.M.

TO MOVE THE MEETING INTO CLOSED SESSION TO CONSIDER AN ATTORNEY/CLIENT PRIVILEGED WRITTEN OPINION REGARDING HUNTING ON LAKE LANSING PURSUANT TO MCL 15.267(8)(h).

THE MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE: Matt Bennett, Cherry Hamrick, Stephanie Thomas, Steve James, Simar Pawar, Commissioner Trubac, Commissioner Stivers, Paul Pratt, Nathan Triplett, Bret Marr

MOVED BY MS. THOMAS, SUPPORTED BY MS. PAWAR, TO RETURN TO OPEN SESSION AT APPROXIMATELY 6:17 P.M.

THE MOTION CARRIED UNANIMOUSLY.

MOTION TO APPROVE SIGNAGE

MOVED BY MS. THOMAS, SUPPORTED BY MS. PAWAR

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

BOARD/STAFF COMMENTS

None.

LIMITED PUBLIC COMMENT

Claudia Kerbawy resident of Lake Lansing and on board of the Lake Lansing Property Association expressed her appreciation for the no hunting signage to be placed on Ingham County Park property. Ms. Kerbawy also stated that there is a lot of chatter going around the lake of wanting holiday lights and stated that she is pretty sure people would be willing to donate funds toward materials or time if the Park Commission would like to move forward with having holiday lights at Lake Lansing South.

Adjournment:

There being no further business, the meeting was adjourned at 6:30pm.

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
November 14, 2022

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

Board Members Present: Matt Bennett, Cherry Hamrick, Stephanie Thomas, Steve James, Simar Pawar (5:31pm), Paul Pratt, Nathan Triplett, Commissioner Emily Stivers, Bret Marr

Absent: Commissioner Trubac

Also Present: Director Tim Morgan, Administrative Office Coordinator Kelly Burkholder, Trails and Parks Millage Program Coordinator Nicole Wallace

Call to Order: Chair Bennett called the Regularly Scheduled Parks & Recreation Commission meeting to order at 5:31 pm

Minutes: **Moved by Mr. Pratt and Supported by Commissioner Stivers** to postpone approval of the October 10, 2022 minutes of the regular meeting and closed session meeting until evaluated by legal.
Yes 9; No-0. MOTION CARRIED.

LATE ITEMS / CHANGES / DELETIONS

None.

LIMITED PUBLIC COMMENT

None.

CONSIDERATION OF CONSENT AGENDA

Ms. Hamrick moved to adopt a consent agenda. Mr. Pratt 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

Millage Application and Scoring Criteria

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

Nays: None

Absent: Trubac

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO APPROVE THE APPLICATION FORM, SCORING CRITERIA FOR THE TRAILS AND PARKS MILLAGE, AND DECLARING THAT AN EIGHTH ROUND OF APPLICATIONS FOR THE TRAILS AND PARKS MILLAGE FUNDS WILL BE TAKEN BEGINNING JANUARY 3, 2023

WHEREAS, in March 2020, the electorate renewed a countywide trails and parks millage levy of 50/100 (.50) of one mill to be used for the purpose of creating and maintaining a county system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Park Commission reviewed and edited the Application and Scoring Criteria forms and has developed the following attachments for approval by the Board of Commissioners; and

WHEREAS, the Park Commission recommends that an eighth round of applications will be taken beginning January 3, 2023, and applications are due on May 1, 2023.

WHEREAS, the applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopts the attached Application and Scoring Criteria for the eighth round of Trails and Parks Millage funding.

BE IT FURTHER RESOLVED, that an eighth round of applications will be taken beginning January 3, 2023, and applications are due on May 1, 2023 with no required match for the following categories: trail, blueway, boardwalk, bridge, planning & engineering, and other project, which includes rehabilitation and new project applications.

BE IT FURTHER RESOLVED, that application forms and scoring criteria will be reviewed and approved by the Board of Commissioners prior to the ninth round.

Sparks Grants

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

Nays: None

Absent: Trubac

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN DEPARTMENT OF
NATURAL RESOURCES SPARK GRANT FOR BOARDWALK AND PLAYGROUND
REPLACEMENT AT LAKE LANSING PARK NORTH**

WHEREAS, the Parks and Recreation Commission supports the submission of a Michigan Department of Natural Resources Spark grant program for boardwalk and playground replacement at Lake Lansing Park North; and

WHEREAS, the proposed application is supported by the Community's 5-Year Approved Parks and Recreation Plan to improve accessibility and expand facilities to meet the needs of the community; and

WHEREAS, the Ingham County Parks will not be matching funds if the grant is awarded as no match is required for these grants.

THEREFORE BE IT RESOLVED that the Ingham County Board of Commissioners hereby authorizes submission of a Spark application for \$1,000,000 for boardwalk and playground replacement at Lake Lansing Park North capital improvements.

Kassbohrer All Terrain Vehicles

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

Nays: None

Absent: Trubac

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 next meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE A CONTRACT WITH KASSBOHRER ALL TERRAIN VEHICLES
FOR ANNUAL PREVENTATIVE MAINTENANCE ON THE SNOW GROOMER LOCATED AT
HAWK ISLAND COUNTY PARK**

WHEREAS, the Hawk Island tubing hill is an asset that allows Ingham County residents to enjoy outdoor winter activities; and

WHEREAS, an integral part of the operation includes the pushing and shaping of man-made snow to create a safe environment for patrons; and

WHEREAS, the pushing and shaping of snow is only accomplished with the use of a Pisten Bully snow groomer; and

WHEREAS, the snow groomer is a specialty piece of equipment that needs to be serviced annually by specifically Pisten Bully trained mechanics; and

WHEREAS, Kassbohrer All Terrain Vehicles is the sole provider of the annual preventative maintenance needed for this piece of specialty equipment;

WHEREAS, staff has recommended a contract with Kassbohrer All Terrain Vehicles for a period of 3 years commencing in 2023 for a total amount not to exceed \$11,250.00;

WHEREAS, staff has recommended payment to Kossbohrer All Terrain Vehicles for service provided prior to the 2022 snow park season.

BE IT FURTHER RESOLVED, that there is \$11,250.00 available in line item 208-75600-931100 for the contract commencing in 2023.

BE IT FURTHER RESOLVED, that there is \$3,710.05 available in line item 208-75600-932000 for the services rendered in the 2022 snow park season.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes a contract between Ingham County and Kassbohrer All Terrain Vehicles for a total not to exceed \$11,250.00.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes payment for services rendered for the 2022 snow park season in the amount of \$3,710.05.

ADMINISTRATIVE REPORTS

Mr. James stated that the Hot Cider Hustle that took place at Hawk Island was a success, however getting into the parking lot was very busy which resulted in runners arriving late. Mr. James inquired about possible ways to keep traffic moving. Mr. James stated that possibly the event could offer runners the option of purchasing an annual pass when they registered for the race as a way to be able to get cars through faster. Mr. Bennett agreed and asked if there was a way to reconfigure the entrance to allow cars faster entrance. Director Morgan stated that he will share with Mr. Collins the concerns. Ms. Pawar would like more information from the Friends of the Regional Trails on the edible plants to be planted along the river trail and the seeking of community partners.

DISCUSSION ITEMS

None.

BOARD/STAFF COMMENTS

Mr. Marr requested the Park Commission view the monthly park commission meeting packets digitally to cut down on paper/ink. Park Commissioners in agreeance. Ms. Burkholder will continue to print packets for the public and any commissioner that request one. Ms. Pawar interested in looking into bench coverings/shades, possibly solar. Mr. Morgan stated he will reach out to Brett Kaschinske to get more information since the City of Lansing has a few bench coverings.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 6:30pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

INGHAM COUNTY PARKS-LAKE LANSING NEW SHELTER PROPOSAL/ELIMINATION OF PEDAL BOATS

10/14/22

OVERVIEW

1. Project Background and Description

i *Lake Lansing unit is proposing to eliminate pedal boats from the units amenities offered at Lake Lansing South, with future steps, which would include demolition of the current boathouse and turn the cement pad into a new shade kite or roofed shelter/gazebo rentable to the public, and adding a boardwalk trail in the final stage. We believe this amenity will provide the public with a top-notch product desired daily in our park unit. We feel that the pedal boats have become a product that is hard to deliver excellent experience to our patrons. We feel offering rentable space would be more beneficial to the public and park. This project would be a 3 phase approach.*

- 1. We are asking to eliminate the pedal boats from Lake Lansing and transfer usable boats to Burchfield of Hawk Island*
- 2. Demolish Current Boathouse and place a shade kite to rent out in its place.*
- 3. Apply for future grant to build a shelter and gazebo to place in the area of the Boathouse for rentals*

Long Term: Creation of a trail/boardwalk along the shore headed north from the boathouse location to pike street in the boundaries of the park

2. Reasons for Change

- i**
- Pedal Boat rentals over the last couple of years have been dropping. This is not the main reason we are proposing to get rid of our fleet but is one factor we have considered.*
 - The vast openness of Lake Lansing, where wind blows daily, recreational boating, and natural wave action causes damage to the pedal boats as*

well as to the new multiuse dock that is located near the boathouse at Lake Lansing when boats constantly bang into the dock.

- Pedal boats are among the safest small watercraft when used correctly on calm water, but Lake Lansing is not calm on most days. Even with a little bit of wind, it makes the experience of using these boats decline quickly and some instances causes the boat rental attendant to decline rentals for periods if the water is too rough.*
- Another common danger that comes from using pedal boats in bigger open water is from not evenly distributing weight or exceeding the weight capacity, which can cause wave action to swamp the boat easily.*
- There has been a number of times where we have had to go out with the rescue boat to bring boaters back in who have ventured too far, or when rough weather has kicked up.*
- The quality of the boats deteriorate greatly after being in the open water for just a week. Constant repairs, slamming against the docks, cleaning, and vandalism. We have spent a large amount on locks, cables, and repairs this year alone (over \$1,000), plus the damage of the retractable locks purchased last season. Through July, revenue equaled just over \$2,500 in pedal boats. In addition, August had very few days of being open(due to staffing, and weather).While we have roughly spent \$6,000 +/- in staff wages to have it open (determined by looking at revenue and then looking through the scheduled work days in the boathouse; adding the amount of hours and lowest pay scale of a seasonal working the boathouse).*
- Lake Lansing swan boats have been in the water just over a season yet pulled a number of times for repair.*
- Rental numbers and monies collected have been going down yearly for pedal boats. We could utilize the boat rental attendant to do ranger work throughout the park to help with upkeep and any other projects needed. In comparison if you look at the 2023 projection calculation of Lakeview Shelter and boat rentals you will find we are on track to equal each other.*

Example: So far Lakeview was reserved 75 time and if you multiply that by the rate for 2023, (75x85) you get \$6,375 as projected revenue for 2023. There was 908 pedal boats paid for this year so if you multiply that by the 2023 rate (908x7) then you get \$6,356 so about the same projection for both with a difference of \$19 (From Emma).

This gives us a good projection about the demand of a new shelter. Daily shelter rentals continue to grow and pedal boat projections continue to fall. The park is seeing greater amounts of people gathering daily and using shelters more now that COVID tensions are easing.

- *We will no longer need the boathouse to help in housing Lifeguards in between stand duty, as our new beach house will have a new first aid/lifeguard room.*
- *People often get irritated that they cannot explore more of the lake and are limited to a small area near shore.*
- *Boat Rental numbers compared to Shelter Rentals as of 9.30.22(next page)*

2022 Lake Lansing Budget as of 9.30.22

Revenue				
75500 Lake Lansing	Original	Actual	Available	Percent
600000 Shelter Fees	20,550.00	30,564.00	10,014.00	149%
610100 Boat Rental	7,500.00	5,616.00	(1,884.00)	75%
620000 Boat Launch Fees	17,000.00	12,410.25	(4,589.75)	73%
630000 Ski Rental	1,000.00	6,185.00	5,185.00	619%
641000 Food Concessions	16,650.00	30,640.00	13,990.00	184%
641120 Snowshoe Rental	-	294.00	294.00	0%
652000 Parking Fees	94,435.00	94,939.53	504.53	101%
669130 Game Rental	1,000.00	1,670.00	670.00	167%
676020 Donations	-	-	-	-
Total Collected Revenue	158,135.00	182,318.78	24,183.78	115%
699000 Revenue TSF IN - F101	478,142.00	119,535.50	(358,606.50)	25%
Revenue Total	636,277.00	301,854.28	(334,422.72)	47%
Personnel Services				
75500 Lake Lansing	Original	Actual	Available	Percent
704000 FT Wages	180,666.00	129,790.81	50,875.19	72%
705000 Seasonal Wages	211,324.00	139,978.23	71,345.77	66%
706000 FT Overtime	1,500.00	1,487.22	12.78	99%
706100 On Call Payments	60.00	160.00	(100.00)	267%
706700 Seasonal Overtime	500.00	312.75	187.25	63%
713000 Misc Fringes	-	-	-	0%

3. Boating Opportunities on Lake Lansing

i We would promote quality boat rentals through MSU sailing center (canoe, kayak, and stand up paddleboards) that can be taken out further in the lake and allow patrons to be able to enjoy the lake in many different ways, whether its pleasure, exercise, or fishing. And not have overlapping services that are within a couple hundred yards of one another.

MSU Sailing Center Prices:

Canoe: Public: \$10/hour

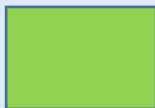
Single Kayak or Versa Board: Public: \$15/hour

Tandem Kayak or Stand up paddle board: Public: \$18/hour

4. Project Scope/ Rough Specs of Current foundations

- i**
- *Transfer useable boats to Hawk Island and Burchfield*
 - *Demolish Lake Lansing Boat house*
 - *Use the metal roof in projects such as new wheelchair storage shelter, and or the roof for a trike storage, or roofing for new swim line/water pump storage.*
 - *Turn existing cement pad into a shade kite available for rental parks fund balance – estimated cost \$50,000.*
 - *Propose we rent it out at \$82 (Or come up with a different price depending on shelter size and gazebo combo)*

Below you will get an idea of the size of the current cement slab that is under the Boathouse in comparison to the sunrise cabana shelter



Current Boathouse is 22 ft. x 22 ft. The area could more than likely fit a 20ftx20ft shade kite



Current sunrise cabana shade kite is 20 ft. X 30 ft., the existing cement pad extends a couple of feet past the shade support poles and 9 picnic tables sit underneath it.

5. Alternate Proposal Option:

- Adding a gazebo/ pergola type shelter that can be rentable for ceremonies. We would recommend that it match the beach façade of Lake Lansing South and be located where the boathouse currently sits. Utilizing the existing cement pad.
- Gazebo rented separately or as a combo with shelter.
- Adding a shelter in the nearby area as well.



Examples of Gazebos:



Its stately features blend well poolside, over a seating area, or as a stand-alone backyard feature.

Starting at: \$5,235

[EXPLORE](#)



More spacious than the octagon, but maintains the traditional gazebo style.

Starting at: \$6,670

[EXPLORE](#)

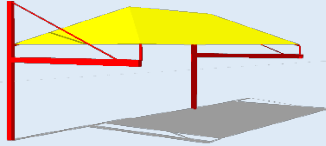


A great poolside or backyard gathering space for enjoying with family and friends.

Starting at: \$5,660

[EXPLORE](#)

Examples of shade kits:



Examples of Shelters:



**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK SOUTH - BOATHOUSE REPURPOSING
INGHAM COUNTY, MI**

GRAND TOTAL FOR ALL AREAS \$335,800.00

Non-Grant Funded Expenses

Topographical Survey \$4,200.00

GRAND TOTAL FOR ENTIRE PROJECT \$340,000.00

	<u>Grant Funds</u>	<u>Trails & Parks Millage</u>	<u>Total Project Cost</u>
<i>FUNDING:</i>	\$0	\$335,800	\$335,800
Match Percentage:	(0%)	(100%)	
<i>OTHER COSTS:</i>			
Topographical Survey	\$0.00	\$4,200	\$4,200
PROJECT TOTALS:	\$0	\$340,000	\$340,000

Local Match / Funding Sources:

Ingham County T&P Grants: \$340,000



**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK SOUTH - BOATHOUSE REPURPOSING
INGHAM COUNTY, MICHIGAN**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>LAND & WATER CONSERVATION FUND GRANT</u>					
1.	1	Lump Sum	Permits	\$10,000.00	\$10,000.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$5,000.00	\$5,000.00
3.	1	Lump Sum	Excavation and Rough Grading	\$5,900.00	\$5,900.00
4.	1	Lump Sum	Remove Ex. Boathouse	\$5,000.00	\$5,000.00
5.	576	Lump Sum	Pavillion, 24' x 24'	\$150.00	\$86,400.00
6.	1,500	Sq. Ft.	Concrete Floor at Pavilion & Gazebo	\$15.00	\$22,500.00
7.	200	Lump Sum	Gazebo, 16' hexagon	\$180.00	\$36,000.00
8.	1,000	Sq. Ft.	Concrete Walk	\$12.00	\$12,000.00
9.	6	Each	Picnic Table	\$2,500.00	\$15,000.00
10.	2	Each	Grill	\$1,000.00	\$2,000.00
11.	1	Lump Sum	Landscaping (Native Plantings)	\$15,000.00	\$15,000.00
12.	1	Lump Sum	Site Restoration & Cleanup	\$21,000.00	\$21,000.00
13.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$7,500.00
SUBTOTAL					\$243,300.00
Contingency					\$48,700.00
Engineering (15%)					\$43,800.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$335,800.00

6. Timeline

i *The whole project would be a 3 phase approach:*

- 1. We are asking to eliminate the pedal boats from Lake Lansing and transfer usable boats to Burchfield of Hawk Island*
- 2. Demolish Current Boathouse and place a shade kite to rent out in its place.*
- 3. Apply for future grant to build a shelter and gazebo to place in the area of the Boathouse for rentals*

Long Term: Creation of a trail/boardwalk along the shore headed north from the boathouse location to pike street in the boundaries of the park

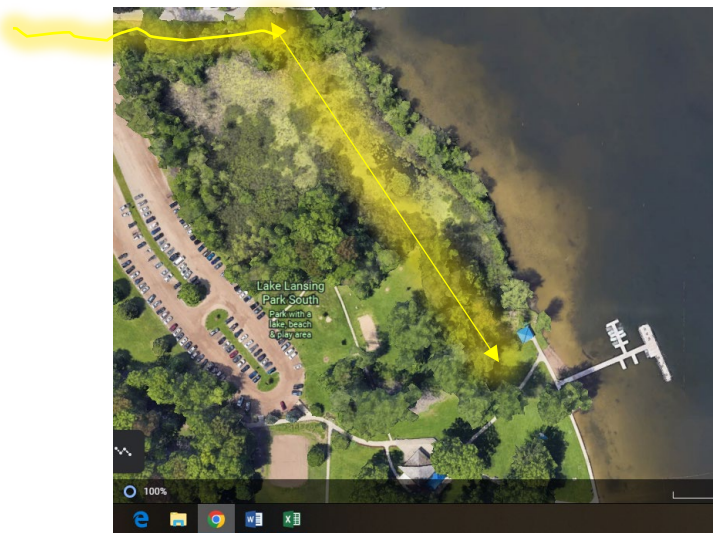
We would start moving forward with this as soon as guidance is given. Boats have been pulled for the season and could be transferred to other units. The boathouse could be demolished throughout the winter or later date. Other phases would be added to capital action plan and determine size dimensions of shade shelter needed as well as budget/funding for shade and timelines to move forward.

APPROVAL TO PROCEED

We are asking the Parks commission to discuss and advise the Parks Department whether to proceed forward with this idea at Lake Lansing South.

Long Term Action Plan Item:

- Adding a trail/boardwalk along the shore heading north from the boathouse, then a trail/sidewalk along Pike street and back into the park entrance area.
- Determine if this project could be in-house from park staff (minus boardwalk). Alternatively, contracted to an outside company.
- Would be included in our updated Capital Action Plan



3. If admission of the animal is denied based on the owner’s answers to the questions outlined herein under Section 7(G)(1), the owner shall be provided with an opportunity to enter the Parks, Potter Park, or Zoo. At the Zoo, if requested, an escort will be provided to assist the owner. The Parks, Potter Park, or Zoo shall not kennel or care for the animal during the time the owner is inside the Parks, Potter Park, or Zoo.

Section 8. Horses.

It shall be a violation for a person to ride, lead, or allow a horse to be upon any property not designated as a horse trail by or under the jurisdiction of the County unless prior written permission has been obtained from the Parks Director, Zoo Director, or their respective designee(s).

Section 9. Bicycles, Skateboards, Scooters, Roller-Skates, and Other Devices.

Bicycles or other similar conveyances shall be permitted on designated trails only. No person shall operate a bicycle, skateboard, scooter, roller-skates, or other similar conveyance upon any sidewalk or trail, except at such times and at such places as may be designated or maintained by the County. At no time shall a person’s use of a bicycle, skateboard, scooter, roller-skates, or similar device be done in a manner that would obstruct vehicle or pedestrian traffic within the Parks, Potter Park, or Zoo. Section 9 does not apply to Parks and Zoo employees utilizing bicycles in the course of their employment with the County.

Section 9a. Electric Bicycles.

Except as otherwise provided under Act No. 300 of the Public Acts of 1949, an individual riding an electric bicycle is subject to the same requirements as an individual riding a bicycle.

Section 10. Natural Area and Nature Trails.

- A. Pedestrian Use. Nature trails shall be for pedestrian traffic only, unless otherwise posted. The reckless operation of mobility vehicles that meet the Americans with Disabilities Act, 42 USC § 12101 *et seq* guidelines is prohibited.
- B. Fires. Fires are prohibited within any nature study areas, unless prior written permission has been granted by the Parks Director, Zoo Director, or their respective designee(s).
- C. Prohibited Access. Bicycles, horses, and pets are prohibited within such areas, unless otherwise posted and with the exception that bicycles are allowed at Riverbend Natural Area. Dogs are permitted on hiking trails only.

bicycle shall wear a properly fitted and fastened bicycle helmet that meets federal standards established by the United States Consumer Product Safety Commission or the American Society for Testing and Materials.

(5) An electric bicycle shall comply with applicable equipment and manufacturing requirements for electric bicycles established under federal law, including standards adopted by the United States Consumer Product Safety Commission and compiled in 16 CFR part 1512.

(6) Except as otherwise provided in subsection (7), an individual may operate an electric bicycle on any part of a highway that is open to a bicycle, including, but not limited to, a lane designated for the exclusive use of bicycles and the shoulder.

(7) An individual shall not operate an electric bicycle within a city that prohibits the use of nonemergency motor vehicles, unless the city council of that city, by majority vote, adopts a resolution allowing the operation of electric bicycles within city limits. An individual shall not operate an electric bicycle within the Mackinac Island State Park, unless he or she has obtained the required permit from the Mackinac Island State Park Commission created in part 767 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.76701 to 324.76709, or unless the Mackinac Island State Park Commission authorizes the operation of electric bicycles within its jurisdiction. If a city described in this subsection or the Mackinac Island State Park Commission authorizes the operation of electric bicycles within its jurisdiction, the city or the Mackinac Island State Park Commission may regulate the operation of electric bicycles within its jurisdiction.

(8) An individual may operate a class 1 electric bicycle on a linear trail that has an asphalt, crushed limestone, or similar surface, or a rail trail. A local authority or agency of this state having jurisdiction over a trail described in this subsection may regulate or prohibit the operation of a class 1 electric bicycle on that trail.

(9) An individual may operate a class 2 or class 3 electric bicycle on a linear trail that has an asphalt, crushed limestone, or similar surface, or a rail trail if authorized by the local authority or agency of this state having jurisdiction over the trail.

(10) Except as otherwise provided in this subsection, an individual shall not operate an electric bicycle on a trail that is designated as nonmotorized and that has a natural surface tread that is made by clearing and grading the native soil with no added surfacing materials. A local authority or agency of this state having jurisdiction over a trail described in this subsection may allow and regulate the operation of an electric bicycle on that trail.

(11) This state or a local authority or agency of this state shall administer the provisions of this section in a manner that complies with the Americans with disabilities act of 1990, Public Law 101-336, and the persons with disabilities civil rights act, 1976 PA 220, MCL 37.1101 to 37.1607.

(12) Before an entity described in subsections (7) to (10) may prohibit, authorize, or regulate the use of electric bicycles within its jurisdiction, that entity shall hold a public hearing on the matter.

(13) Subsections (6) to (10) do not apply to the use of electric bicycles on a congressionally authorized public trail system.

History: Add. 2017, Act 139, Eff. Jan. 28, 2018.

AUTOMATED VEHICLES

257.663 Repealed. 2016, Act 332, Imd. Eff. Dec. 9, 2016.

Compiler's note: The repealed section pertained to prohibition against operation of automated motor vehicle.

257.664 Repealed. 2000, Act 126, Imd. Eff. May 30, 2000.

257.665 Research or testing of automated motor vehicle, technology allowing motor vehicle to operate without human operator, or any automated driving system; proof of insurance; existence of certain circumstances; operation; provisions applicable to platoon.

Sec. 665. (1) Before beginning research or testing on a highway or street in this state of an automated motor vehicle, technology that allows a motor vehicle to operate without a human operator, or any automated driving system installed in a motor vehicle under this section, the manufacturer of automated driving systems or upfitter performing that research or testing shall submit proof satisfactory to the secretary of state that the vehicle is insured under chapter 31 of the insurance code of 1956, 1956 PA 218, MCL 500.3101 to 500.3179.

(2) A manufacturer of automated driving systems or upfitter shall ensure that all of the following circumstances exist when researching or testing the operation, including operation without a human operator, of an automated motor vehicle or any automated technology or automated driving system installed in a motor vehicle upon a highway or street:

(a) The vehicle is operated only by an employee, contractor, or other person designated or otherwise authorized by that manufacturer of automated driving systems or upfitter. This subdivision does not apply to a

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	Received Funding 2021 (DNR TF)	Trail Loop and Boardwalk Replacement, Phase 1 (ADA accessible trail loop)	\$289,000 (Round 6)	DNR TF \$300,000	2021	\$589,000	1,3,4
HAWK	Received Funding 2021 (DNR TF & LW)	Boardwalk Replacement, Phase 1 & 2, fishing pier, and trail replacement	\$923,500 (Round 6)	DNR LW \$430,400 TF \$300,000	2021	\$1,653,900	1,3,4,5,7
BUR	Received Funding 2021 (DNR TF)	Cabin rentals at McNamara, accessible loop trail, well and pump house replacement	\$310,000 (Round 6) T&P \$200,000	DNR LW \$500,000	2021	\$1,010,000	3,4,5,6,8
LLN	Funded in 2021	Add Disc Golf course, and/or other recreation amenities	Parks Fund Balance	NA	2021	\$50,000	1,3,5,6
LLN	A Received Funding 2022 (DNR LW)	Trail Loop and Boardwalk Replacement, Phase 2 (ADA accessible trail loop)	\$507,500 (Round 6)	DNR LW \$500,000	2022	\$1,007,500	1,3,4
BUR	B Re-apply for DNR April 1, 2022	Fishing pier, bridge over Peppermint Creek, ADA parking, amenities at Riverbend Natural Area	\$110,000 (Round 6)	DNR TF \$233,300	2022	\$343,300	1,3,4,5,7
LLN	C Apply for DNR April 1, 2022	MSU to Lake Lansing Trail - internal connector	\$315,000 (Round 7)	DNR TF \$300,000	2022	\$615,000	1,3,4
HAWK	D Apply for DNR April 1, 2022	Boardwalk Replacement, Phase 3, fishing pier, and trail replacement	\$362,600 (Round 7)	DNR TF \$300,000	2022	\$662,600	1,3,4,5,7

Major Capital Project Plan

Park	Priority	Project	Project Timeline				
			Millage / Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
LLN	E <i>Apply for DNR April 1, 2022</i>	Replace Playground	\$105,000 Park Fund Balance	DNR TF \$245,000	2022	\$350,000	1,3,4,5,7
	<i>Apply for Dec 19, 2022</i>	Replace Playground, Boardwalk Replacements (remaining boardwalks)	NA	DNR Spark \$1,000,000	2022	\$1,000,000	
	<i>Apply for DNR April 1, 2023</i>	Replace Playground, Boardwalk Replacements (remaining boardwalks)	\$500,000 (Round 8)	DNR LW \$500,000	2024	\$1,000,000	
LLS	On-going <i>2023 and Beyond</i>	Phase 1A - Eliminate pedal boat rentals (duplicates services of MSU Sailing)	NA	NA	2023	NA	
MULTI	On-going <i>2023 and Beyond</i>	Stewardship management planning and invasive species; plans and contractual work plans to implement for 2023 and then in contractual account moving forward	TBD Park Fund Balance (2023)	NA	2023	2023 - Request for quotes, plans, work (Park Fund Balance); 2024 and beyond - contractual in operations budget	1,2,5,8
MULTI	On-going Annual Request	Add amenities to parks/trails (i.e viewers, bike facilities/parking, fix-it stations, drinking fountains, outdoor showers, interpretive signs, mile markers, kayaks, canoes & equipment, bag toss equipment, including but not limited to landscaping and tree plantings, rental umbrellas, cabanas and chairs, etc.)	T&P Millage Budget Item	CIP annually as needed	TBD	\$30,000 per year, spread between parks as needed through the term end of millage	1,3,5,6,8

Major Capital Project Plan

Park	Priority	Project	Project Timeline				
			Millage / Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
MULTI	Energy Study 2022	Replace lighting at tubing & sledding hills and parking lots at Burchfield and Hawk (Parks Dept to work with new Director)	TBD	TBD CIP - Grants, Millage	TBD	TBD	1,3,5,6
MULTI	1	Provide Broadband Internet Service	NA	ARP I.T. Dept is lead	2022	TBD I.T. oversight	1,3,5,6,7
MULTI	2	Security Cameras strategically located throughout parks	NA	TBD CIP, Park Fund Balance	TBD	TBD Work w/ I.T.	1,3,5,6,7
LLS	3	Improve walk/entrance signage at Marsh & Lake Lansing/new fencing along Marsh Rd.	Park Fund Balance	NA	2023	TBD	1,3,4,6
LLB	4 <i>Funded Round 7</i>	Run storm/water to new boat washing station (work with Meridian Township)	(Round 7)	Funded Boat Launch phase 1	2022	\$10,000 Meridian Twp is lead/\$10,000 in LLB phase 1 funding	1,2,5,8
BUR	5	Boat Livery/Old English Inn; work with neighbors/Eaton County Road Dept to permanently remove this structure for safety of the livery trips (blueways)	TBD (Round 8)	TBD	TBD	TBD	1,3,5,6
HAWK	6	Feasibility Study and cost estimate - Small dog park area	\$50,000 (Round 8)	TBD	2023	\$50,000	1,5,6

Major Capital Project Plan

Park	Priority	Project	Project Timeline				
			Millage / Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
LLS	7	Feasibility study & cost estimate - Carousel Building Renovation, to explore park options (i.e., trike track & playground areas, splash pad, and refrigerated skating track area, etc.)	\$50,000 (Round 8)	NA	2023	\$50,000 Planning grant, combine w/ BUR bldgs, item #8	1,3,5,6
BUR	8	Feasibility study & cost estimate - Multi-purpose conversion of Woodsong shelter to Day Camp / Winter Sports ski rental building ()	\$50,000 (Round 8)	NA	2023	\$50,000 Planning grant, combine w/ LLS bldgs, see item # 7	1,3,5,6
BUR	9	Improve Disc Golf Courses, and recreation amenities	NA	2024 CIP/ Park Fund Balance	NA	\$50,000	1,3,5,6
BUR	10	Improve Mountain Bike courses, and recreation amenities	NA	2025 CIP/ Park Fund Balance	TBD	\$50,000	1,3,5,6
LLN	11	Develop Maintenance Barn	TBD (Round 8), 2024 CIP	TBD	2024	TBD	
BUR	12	Replace Playground with new universally accessible play area, boardwalk replacement, and bank stabilization	NA	DNR Spark \$1,000,000 apply concurrently	2023	\$1,000,000	1,3,5,6
		Replace Playground with new universally accessible play area, boardwalk replacement, and bank stabilization	\$500,000 (Round 8)	DNR LW \$500,000	2024	\$1,000,000	

Major Capital Project Plan

Park	Priority	Project	Project Timeline				
			Millage / Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
HAWK	13	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(s)	\$500,000 (Round 8)	DNR LW \$500,000	2024	\$1,000,000	1,3,5,6
HAWK	14	Red Tail Shelter Bathroom Refurbishment	\$100,000	CIP	2025	\$100,000	1,2,3,5
BUNK	15	Bunker Phase II: Develop per Master Plan	\$250,000 (Round 9)	DNR TF or LW \$250,000	2026	\$500,000	1,3,5,6
LLS	16	Upgrade playground and renovate trike track; consider alternatives to trikes; fix drainage issues; Renovate Hill restroom; add LED lighting in the parking lot and along loop trail	\$500,000 (Round 9)	DNR LW \$500,000	2026	\$1,000,000	1,2,3,5,6
HAWK	17	Playground Renovation	\$500,000 (Round 9)	DNR LW \$500,000	2026/2027	\$1,000,000	1,3,5,6
LLN	18	New building (ski rentals, storage, pro-shop for disc-golf sales, and equipment rentals). Replace play area (phase 2), improve basketball, volleyball, pitcher mound (eliminate ballfield / backstop), cornhole, birdwatch viewers and signage	\$500,000 (Round 9)	DNR LW \$500,000	2026/2027	\$1,000,000	1,3,4,5

Major Capital Project Plan

Park	Priority	Project	Project Timeline				
			Millage / Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
BUR	19	Multi-purpose conversion of Woodsong shelter to Day Camp / winter sports ski rental building, and pave lower parking lot	\$600,000 (Round 9)	DNR LW \$500,000 TF \$300,000	2026/2027	\$1,400,000	1,3,5,6,7
LLS	20	Carousel Building Renovaton - convert to public rental and expand maintenance building	\$600,000 (Round 9)	DNR LW \$500,000 TF \$300,000	2026/2027	\$1,400,000	1,3,5,6
LLS	21	Phase 1 - Demolish boat house and replace with Shelter/Gazebo	\$500,000 (Round 9)	DNR LW \$500,000	2027/2028	\$1,000,000	1,3,5,6
HAWK	22	Beach sand and rip-rap	\$60,000	CIP	2027/2028	\$60,000	1,5
HAWK	23	Small Dog Park Development	\$125,000	TBD	2027/2028	\$125,000	1,2,3,5
LONG-TERM PROJECTS							
LLB	Long-term	Phase 2 Boat Launch improvements: per park master plan; Joint application with Meridian Township	TBD	TBD	TBD	TBD	1,3,5,6
BUR	Long-term	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	TBD	TBD	TBD	TBD	1,3,5,6
LLS	Long-term	Boardwalk along shore through wetlands	TBD	TBD	TBD	TBD	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
MULTI	Long-term	Administrative Office transitional move from the Hillard building to Hawk Island Park; resurface east road & add 50-75 parking spaces	TBD	TBD	TBD	TBD	1,3,6,7
TBD	Long-term	Add a Zip line activity - consider contract with "High Ropes" or "Go APE" type company – collaborative effort	TBD	TBD	TBD	TBD	1,5
TBD	Long-term	Fat tire bike allowed on future Consumer trails in winter (don't clear snow) multiple corridor use (work with Meridian Township)	TBD	TBD	TBD	TBD	1,3,5,6
MULTI	Long-term	Investigate municipal hook ups for water and sewer and replace wells and septic. *		TBD		TBD per park	1,2,8
MULTI	Long-term	*Replace well, pressure tanks, and irrigation lines throughout park		TBD		TBD per park	1,2,8
LLS	Long-term	Splash Pad/skating track area combo, refrigerated	TBD	TBD	TBD	TBD	1,3,5,6
BUR	Long-term	Riverbend Natural Area – Install new Vault Toilet (CXT); New Well and Pump House	TBD	TBD	TBD	TBD	3,5,8

Major Capital Project Plan

Park	Priority	Project	Project Timeline				
			Millage / Match	Grant & Amount Requested	Grant App	Construct & Total Project	Relates to Goal
MULTI	Long-term	HAWK - Repave parking lots and entrance roads for all Hawk (from 11/14/22 PC, look at gatehouse relocation); BUR- Repave entrance drive	TBD	TBD	TBD	TBD	1,3,4
LLS	Long-term	Add storm drainage to fix drainage issues; County recently upgraded/replaced storm system outside park to hook into (work with Drain Commission)	TBD	TBD	TBD	TBD	1,3,8
HAWK	Long-term	Beach Area underground irrigation	TBD	TBD	TBD	TBD	1,2,5,8
MULTI	On-going/ Opportunity	Acquire land in the south or outlying areas of County	TBD	TBD		TBD (based on fair market value)	1,5,6

TOTAL: \$13,495,900 **

*** 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. Total does not include projects which are already funded, or long-term projects.*

NOTE: LONG-TERM means more than 5 years out. The projects are not in any priority order.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of December 12, 2022

Motion to Select a Nominating Individual or Committee for 2023 Election of Officers

MOVED BY _____, SUPPORTED BY _____

To recommend an individual or committee to nominate a Chair, Vice-Chair, and Secretary for the 2023 January election of officers

INGHAM COUNTY PARKS AND RECREATION COMMISSION

Meeting of December 12, 2022
RESOLUTION #

RESOLUTION HONORING MATTHEW BENNETT

WHEREAS, Mr. Bennett served the community for many years actively engaged in local public service, and

WHEREAS, Mr. Bennett was appointed by the Ingham County Board of Commissioners to serve on the Ingham County Parks & Recreation Commission on June 12, 2012; and

WHEREAS, Mr. Bennett served as the Ingham County Parks Vice Chair from January 28, 2013 to April 23, 2018; and

WHEREAS, Mr. Bennett served as the Ingham County Parks Chair since April 23, 2018 through his resignation in January 2023; and

WHEREAS, Mr. Bennett played a key role in the Park Commission's oversight and commitment in helping with valuable recommendations and insights as to the current trails and parks applications and scoring systems; and

WHEREAS, Mr. Bennett provided leadership in helping guide the Park Commission annually with evaluating and rating all millage proposals, and forwarding them for consideration to the Board of Commissioners; and

WHEREAS, Mr. Bennett was able to bring relevant ideas and insights to the Parks Commission from his experiences as an active mountain biker and outdoor enthusiast which contributed to his ideas and insights to better the Ingham County Parks; and

WHEREAS, Mr. Bennett's efforts have contributed to the Parks Department's ability to provide exceptional service to the citizens of Ingham County.

THEREFORE BE IT RESOLVED, that the Ingham County Parks and Recreation Commission recognizes and commends Mr. Bennett for his public service efforts with the Ingham County Parks.

BE IT FURTHER RESOLVED, that this resolution be presented to Mr. Bennett as a token of this Commissions' appreciation for his service to the citizens of Ingham County and the Ingham County Parks Department.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of December 12, 2022
RESOLUTION #

RESOLUTION ADOPTING THE PARKS DEPARTMENT SEASONAL EMPLOYEE WAGE SCHEDULE

WHEREAS, the Ingham County Parks & Recreation Commission periodically adjusts seasonal wage rates; and

WHEREAS, the last seasonal wage rate review was approved by the Parks & Recreation Commission on January 10, 2022 (Resolution #1-22); and

WHEREAS, Board of Commissioners Resolution #05-004 authorized the Ingham County Parks & Recreation Commission to establish seasonal wage rates, subject to restrictions established by the Ingham County Board of Commissioners through the adopted budget; and

WHEREAS, the 2nd year rate begins one year from the original start date of hire consistent with Ingham County policy; and

THEREFORE BE IT RESOLVED, that seasonal wage rate indicated below, will become effective on January 2, 2023.

Position	2022 1st Year	2022 2nd Year	2023 1st year	2023 2nd year
Lifeguard Supervisor	\$15	\$16	\$16	\$17
Management Intern	\$15	\$16	\$16	\$17
Chief Ranger	\$14	\$15	\$15	\$16
Naturalist	\$14	\$15	\$15	\$16
Lifeguard	\$13	\$14	\$14	\$15
Head Ranger	\$13	\$14	\$14	\$15
Snow Making Technician	\$13	\$14	\$14	\$15
Ranger, Boat Launch Attendant, Playground Supervisor, Boat Rental Operators, Parking Booth Attendant, Ski Rental Operators, Food Concession, and Administrative Support	\$12	\$13	\$13	\$14

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO INCREASE THE MINIMUM WAGE RATE FOR
INGHAM COUNTY EMPLOYEES**

WHEREAS, President Biden has made a national minimum wage of \$15 per hour a priority of his administration and the Ingham County Board of Commissioners supports this increase; and

WHEREAS, the Ingham County Board of Commissioners recognizes the financial struggles of Ingham County employees that make less than \$15 per hour; and

WHEREAS, the Michigan minimum wage law mandates yearly increases in the minimum wage above the current federal minimum wage (\$9.65 per hour in 2021) provided the state's unemployment rate is below a certain threshold, resulting in uncertainty that the minimum wage will increase; and

WHEREAS, the Ingham County Board of Commissioners desires to be proactive and not subject Ingham County employees to the uncertainty of national politics and therefore do not want to rely solely on the prospect of a proposed national \$15 per hour minimum wage; and

WHEREAS, the Ingham County Board of Commissioners proposes to address the circumstance of Ingham County employees making less than \$15 per hour by developing a plan to increase their hourly wages.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners proposes to establish minimum wages in the following manner:

Fiscal Year 2022 – \$12 per hour minimum wage; Fiscal Year 2023 – \$13 per hour minimum wage; Fiscal Year 2024 – \$14 per hour minimum wage; Fiscal Year 2025 – \$15 per hour minimum wage.

BE IT FURTHER RESOLVED, that the proposed increases will be subject to yearly approval of the Ingham County Board of Commissioners following budgetary reviews and revenue forecasts and will take effect only in the event that Ingham County collective bargaining units receive compensation increases for the budget year the minimum wage increase is proposed.

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING AN ADJUSTMENT TO THE PARKS DEPARTMENT SEASONAL
EMPLOYEE WAGE SCHEDULE**

RESOLUTION #05-004

WHEREAS, the Ingham County Parks Board has recommended a 3% increase in the seasonal wage rates in order to remain competitive within the temporary job market; and

WHEREAS, the last seasonal wage rate increase was approved by the Board of Commissioners on January 28, 2003 (Resolution #03-007); and

WHEREAS, the following schedule reflects a 3% across the board increase and the reestablishment of the Environmental Day Camp Coordinator position; and

WHEREAS, it is desirable to retain exceptional seasonal employees to provide a continuous high level of service to the public.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners adopt the following wage rates to be effective the pay period beginning April 2nd, 2005 as recommended by the Parks Board.

	<u>1st year</u>		<u>2nd year</u>
Park Police Officers	10.76		12.04
Environmental Day Camp Coordinator			
Lifeguard Supervisor	11.08	to	16.14
Management Intern			
Chief Ranger II	9.97		10.52
Chief Ranger I,	9.30		9.81
Lifeguard	9.30		10.48
Clerk	8.17		9.34
Ranger, Bus Driver, Shop Crew, Boat Launch Attendant, Playground Supervisor, Boat Rental Operators, Entrance Booth Personnel, Ski Rental Operators, Food Concession	7.42		8.32

RESOLUTION #05-004

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Parks Board to establish seasonal wage rates in the future, subject to restrictions established by the Ingham County Board of Commissioners through the adopted budget.

COUNTY SERVICES: Yeas: Celentino, Copedge, De Leon, Schor, Severino, Vickers
Nays: None **Absent:** None **Approved 1/18/05**

FINANCE: Yeas: Dedden, Swope, Hertel, Schor, Thomas, Dougan
Nays: None **Absent:** None **Approved 1/19/05**

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of December 12, 2022

Motion to Support the Lake Lansing Boat House Proposal

MOVED BY _____, SUPPORTED BY _____

Motion for staff to eliminate the pedal boats from Lake Lansing and transfer usable boats to Burchfield or Hawk Island, and for staff to demolish the current boathouse. In addition, direct staff to seek quotes to place a shade kite to rent out in its place in 2023 to be funded out of the Parks Fund balance, and bring back to the Park Commission for approval.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of December 12, 2022

Motion to Support the Resolution Authorizing the Contract with Laux Construction

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: December 12, 2022
SUBJECT: Contract with Laux Construction
 For the meeting agenda of 1/23/23 Human Services and 1/18/23 Finance

BACKGROUND

The Purchasing Department solicited proposals from qualified and experienced general contractors to enter into a contract for the purpose of making improvement to Lake Lansing Park South. The general scope of work includes, but is not limited to a new restroom and concession building, demolition of a restroom building, HMA parking spaces, concrete sidewalk removal and replacement, site furnishings, sanitary sewer, water and electrical service, signage, and restoration. The evaluation committee recommends that the contract be awarded to Laux Construction.

ALTERNATIVES

This project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility and enhance the user experience. The alternative is to not complete the project. The Parks Department is moving unspent trails and park millage funds from the Hawk Island boardwalk replacement prime professional contract authorized by Ingham County Board of Commissioners Resolution #20-028 in the amount of \$140,000 and \$7,185 from CIP project 9P13 for crack sealing entry roads to help offset with cost overruns. We also normally put in for 10% contingency, but also reduced this to 2.5% to help as well.

FINANCIAL IMPACT

The bids were evaluated by the Purchasing Department, and it is their recommendation, with the concurrence of Parks Department Staff, to award the contract to Laux Construction for the base bid of \$2,512,105.98, including Post-Bid Addendum #1 Bid Additive 1 in the amount of \$31,000, Post-Bid Addendum #1 Bid Additive 2 in the amount of \$26,000, the substitute to deduct \$55,000 for cupolas, plus a contingency of \$62,853 (2.5%) to cover any unforeseen circumstances totaling a total contract amount not to exceed \$2,576,958.98. Funding has been established as follows:

Trust Fund Grant #19-0114	300,000
Land & Water Grant #26-01820	300,000
Millage TR061 & TR082	1,150,200
TOPO	15,000
SAD (Received)	3,000
LLPOA (Received)	1,000
9P13 Left over funds	7,185
TR084 Hawk Prime/leftover Boardwalk Rowe	140,000
Total Awarded	1,916,385
Prime Commitment with Contingency	(107,295)
Total before construction bid	1,809,090
Construction bid	(2,512,106)
Cupolas Deduct	55,000
Bid Alternate 1 Geoblock Parking	(31,000)
Bid Alternate 2 Weed Harvester Access	(26,000)
Construction Contingency 2.5%	(62,853)

Total after construction bid	(767,869)
Landscaping	(29,000)
Benches	(2,400)
Permitting (EGLE & Meridian)	
Total Remaining	(799,269)

Staff is requesting additional funding in the amount of \$799,269 from the Ingham County Trails and Parks Millage fund balance in order to complete this project.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(g) of the Action Plan - Work to improve accessibility for visitors of all ages and abilities.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their December 12, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing a contract with Laux Construction.



December 6, 2022

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

RE: RFP No. 60-22 Lake Lansing Park South Improvements

Dear Mr. Morgan and Commissioners:

As the Professional of Record for the project referenced above, we are recommending award to the low bidder, Laux Construction based in Mason, MI. The recommendation is based on the base bid amount of \$2,512,105.98.

The general scope of work includes but is not limited to a new restroom and concession building, demolition of a restroom building, hot mix asphalt (HMA) parking spaces, concrete sidewalk removal and replacement, site furnishings, sanitary sewer, water and electrical service, signage, a solar picnic table/phone charging station and restoration. This is making significant improvements throughout the entire park with the intent of providing greater accessibility, reduce maintenance and provide better facilities to meet the high demand and use at this park.

Staff are confirming pricing for additional add alternate items 1 and 2 regarding aggregate vehicular access areas at two locations within the park. A third alternate that provided additional solar tables will not be accepted due to budget.

We have worked with Laux on various similar projects and find them to be responsive and capable. This initial bidding for the project was in the middle of the construction season in 2021 and did not receive responsive bids; this is the re-bidding of this project. Although the project is above the original budget that was set in 2018, we recognize there has been significant inflation and high demand within the construction industry that has impacted costs.

Thank you for the opportunity to assist you with this significant project.

Sincerely,
ROWE Professional Services Company

Doug Schultz

Digitally signed by Doug Schultz
DN: cn=US,
e=dougschultz@rowepsc.com,
cn=Doug Schultz
Date: 2022.12.06 11:20:48-05'00'

Doug Schultz, PLA
Senior Project Manager

R:\Projects\21C0094\Docs\Correspondence Out\Recommendation of award.docx

Flint, MI (HQ): 540 S. Saginaw Street, Suite 200, 48502 | Phone: (810) 341-7500

Civil Engineering | Surveying | Landscape Architecture | Aerial Imagery/Mapping | Planning

Flint, MI (HQ) | Lapeer, MI | Farmington Hills, MI | Kentwood, MI | Mt. Pleasant, MI | Grayling, MI | Myrtle Beach, SC | www.rowepsc.com

TO: Timothy Morgan, Director, Parks Department

FROM: James Hudgins, Director of Purchasing

DATE: December 7, 2022

RE: Memorandum of Performance for RFP No. 60-22 Lake Lansing Park South Improvements

Per your request, the Purchasing Department sought proposals from qualified and experienced general contractors to enter into a contract for the purpose of making improvements to Lake Lansing Park South.

The general scope of work includes, but is not limited to a new restroom and concession building, demolition of a restroom building, HMA parking spaces, concrete sidewalk removal and replacement, site furnishings, sanitary sewer, water and electrical service, signage, and restoration.

The Purchasing Department can confirm the following:

Function	Overall Number of Vendors	Number of Local Vendors
Vendors invited to propose	82	25
Vendors attending pre-bid/proposal meeting	7	4
Vendors responding	2	2

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

A preconstruction meeting will be required prior to commencement of work since the construction cost exceeds \$10,000. Please make sure the Purchasing Department is invited and able to attend the preconstruction meeting to ensure that all contractors comply with the Prevailing Wage Policy and proper bonding.

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

This Memorandum is to be included with your memo and resolution submission to the Resolutions Group as acknowledgement of the Purchasing Department's participation in the purchasing process.

If I can be of further assistance, please do not hesitate to contact me by e-mail at jhudgins@ingham.org or by phone at 676-7309.

SUMMARY OF VENDORS' COSTS

Vendor Name	Local Pref	Base Bid Total Cost	Bid Additive 1	Bid Additive 2	Bid Additive 3	Completing Work according to RFP, Project Manual and Drawings	Post-Bid Addendum Total Cost	Substitute (-) Cupolas	Substitute (-) If SchoolGuard security glass is not required at upper windows
			Geoblock Parking Total Cost	Weed Harvester Access Total Cost	Solar Tables Total Cost				
Laux Construction	Yes, Mason MI	\$2,512,105.98	\$70,152.69	\$47,843.53	\$37,311.94	\$2,667,414.14		\$55,000.00	
Post-Bid Addendum #1		\$2,512,105.98	\$31,000.00	\$26,000.00	\$37,311.94		\$2,606,417.92		
Wolverine Building Group	Yes, Lansing MI	\$2,769,000.00	\$34,520.00	\$24,840.00	\$41,812.00	\$2,870,172.00			\$20,000.00
Post-Bid Addendum #1		\$2,769,000.00	\$15,506.14	\$9,428.49	\$41,812.00		\$2,835,746.63		

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 LAKE LANSING PARK SOUTH

WHEREAS, the Purchasing Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract for making improvements to Lake Lansing Park South; and

WHEREAS, this general scope of work includes, but is not limited to a new restroom and concession building, demolition of a restroom building, HMA parking spaces, concrete sidewalk removal and replacement, site furnishings, sanitary sewer, water and electrical service, signage, and restoration; and

WHEREAS, there is \$1,549,409 available in line item 228-62800-967000-TR061 and \$81,230 available in line item 228-62800-967000-TR082 previously authorized by Resolutions #19-093, 19-047 and 20-028, \$3,000 from the Special Assessment District (SAD) - Meridian Township, \$1,000 from Lake Lansing Property Owner Association (LLPOA), \$7,185 available in line item 228-75999-974000-9P13, and \$140,000 available in line item 228-62800-967000-TR084 for the project; and

WHEREAS, the Ingham County Parks, as part of the Lake Lansing Park South improvement project, is requesting additional funding from the Trails and Parks Millage fund balance in the amount of \$799,269 to complete this 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 the base bid of \$2,512,105.98, including Post-Bid Addendum #1 Bid Additive 1 in the amount of \$31,000, Post-Bid Addendum #1 Bid Additive 2 in the amount of \$26,000, the substitute to deduct \$55,000 for cupolas, plus a contingency of \$62,853 (2.5%) to cover any unforeseen circumstances totaling a total contract amount not to exceed \$2,576,958.98 for improvements to Lake Lansing Park South.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$7,185 from 228-75999-974000-9P13 to 228-62800-967000-TR061.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$140,000 from 228-62800-967000-TR084 to 228-62800-967000-TR061.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$799,269 from the Ingham County Trails and Parks Millage fund balance into line item 228-62800-967000-TR061.

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 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 December 12, 2022

Motion to Support the Resolution Amending the Contract with Penchura for the Lake Lansing South Playground Install

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: December 12, 2022
SUBJECT: Resolution to modify a contract with Penchura Recreation Products and Services for replacements of a portion of the Lake Lansing South County Park Playground
For the meeting agenda of 1/23/23 Human Services and 1/18/23 Finance Committees

BACKGROUND

The Parks Department owns and maintains playgrounds at Burchfield County Park, Hawk Island County Park, Lake Lansing North County Park and Lake Lansing South County Park. Board resolution #22-242 authorized up to \$120,000 in funding for safety enhancement projects to these playgrounds. Staff prioritized the playground at Lake Lansing Park South as in the most need or repair/refurbishment due to the playgrounds age. Resolution #22-394 approved spending \$87,535 on this work at Lake Lansing Park South. When working with the contractor, Penchura Recreation Products and Services, it was discovered that the Government Services contract (#GS-07F-0440N) used, did not meet the Ingham County Prevailing Wage policy #02-263. To comply with Policy #02-263, the contract with Penchura Recreation Products needs to be modified for an increase of \$5,952 for a total of \$93,487.00.

ALTERNATIVES

Failure to approve this purchase would result in a portion of the Lake Lansing Park South playground remaining closed.

FINANCIAL IMPACT

Penchura Recreation Products and Services currently have a General Services Administration (GSA) contract for playground equipment purchases and installation. GSA Contract #GS-07F-0440N. This contract was reviewed by the Ingham County Purchasing Department, and it is their recommendation, with the concurrence of Parks Department staff, to award the contract to Penchura Recreation Products and Services (General Services Administration, GSA), including Prevailing Wage in the amount of \$93,487 and a contingency not to exceed \$5,000. Funds are available in 208-75200-974000.

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 December 12, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution authorizing Ingham County enter into a contract with Penchura Recreation Products and Services.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO MODIFY A CONTRACT WITH PENCHURA RECREATION PRODUCTS AND SERVICES FOR REPLACEMENTS OF A PORTION OF THE LAKE LANSING SOUTH COUNTY PARK PLAYGROUND TO COMPLY WITH THE INGHAM COUNTY PREVAILING WAGE POLICY

WHEREAS, Resolution #22-394 authorized a contract with Penchura Recreational Products and Services in the amount of \$87,535 with a contingency not to exceed \$5,000; and

WHEREAS, during preparation of the contract, it was discovered that the General Services Administration, GSA Contract utilized for purchasing and installation of the playground, did not meet the requirements of the Ingham County Prevailing wage policy #02-263; and

WHEREAS, to comply with the Ingham County Prevailing wage policy, an additional amount of \$5,952 is needed for a total amount of \$93,487, with a contingency of \$5,000.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves entering into a contract with Penchura Recreational Products and Services (General Services Administration, GSA) for replacement of a portion of the playground at Lake Lansing South County Park, which included Prevailing Wage, in the amount of \$93,487 with a contingency not to exceed \$5,000.

BE IT FURTHER RESOLVED, that there are funds available in line item 208-75200-974000 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.

Directors Report 2022**Nov. 7th-December 7th, 2022 (December 12th, 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.

- Worked with ROWE consulting Lake Lansing South two grants and fencing project reviewing the two bids we received that is in your packets.
- Attended ongoing Millage progress update meeting with Nicole Wallace, Brian Collins, and Tanya Moore from Spicer group.
- Attended Fair, Parks, Zoo Deputy Controller's meeting.
- Worked with Kelly, Brian, and Nicole on reviewing resolutions due for BOC meetings.
- Conducted Administrative and staff meetings.
- Attended NACPRO Board and Committee meetings (National Association of Parks and Recreation Organization).
- Attended Trails Focus MParks workshop with Nicole Wallace.
- Attended a second SPARK MDNR grant workshop. We are applying round one for LLN boardwalks and accessible playground replacement projects, one million request. Round 2 in 2023 we will apply for Burchfield Park bank stabilization and boardwalks along the Grand and accessible playground replacement also a one million request.
- Visited all the Parks.
- Worked with staff on Capital Action Plan update along with Spark Grant requests.
- Met with CATA and staff to discuss promotion of public rides offered to the parks starting in 2023.
- Participated in Ranger interviews, should be making a decision in the next two weeks.
- Worked with Friends on their minutes and agenda for fourth quarter next week.
- Hope you visit one of the parks for winter sports activities once the snow falls!



Lake Lansing Boat Launch renovation new fencing

2022 LAND AND WATER CONSERVATION FUND RECOMMENDATIONS

Score	Applicant	County	Project Title	App. No.	Award Amount
				LW22-0013	\$500,000
340	Ingham County	Ingham County	Lake Lansing Park North Boardwalk & Trail	LW22-0048	\$375,000
340	Hampton Charter Township	Bay County	Pondside Park Improvements	LW22-0023	\$382,000
315	City of Ionia	Ionia County	Hale Park Improvements	LW22-0028	\$465,400
315	City of Greenville	Montcalm County	Fred Meijer Trail Hub Project	LW22-0042	\$150,000
315	City of Alpena - Alpena	Alpena County	Duck Park Development of Pavilion and Restrooms	LW22-0034	\$428,600
310	Cass County	Cass County	DR LAWLESS INTERNATIONAL DARK SKY PARK Renovation Project	LW22-0005	\$183,200
310	Michigamme Township	Marquette County	Michigamme Township Park Dock Access & Tennis Renovation	LW22-0004	\$500,000
305	Huron-Clinton Metropolitan Authority	Livingston County	Lake St. Clair Metropark W. Boardwalk Renovation	LW22-0049	\$250,000
305	City of Marquette	Marquette County	Tourist Park Day-Use Access Road and Parking Area	LW22-0040	\$500,000
295	City of Portage	Kalamazoo County	Lexington Green Park Improvement Project	LW22-0003	\$500,000
295	Huron-Clinton Metropolitan Authority	Livingston County	Stony Creek Reflection Trail Accessibility Renovation	LW22-0036	\$3,000,000
290	DNR - Parks and Recreation Division	Cheboygan County	Cheboygan Lock & Dam Public Water Access Site Renovation	LW22-0037	\$242,900
290	Ottawa County	Ottawa County	Ottawa Sands Day-use Restroom		

TOTAL OF 13 PROJECTS

\$7,477,100.00

ROUND 5 OUTDOOR RECREATION LEGACY PARTNERSHIP PROGRAM RECOMMENDATIONS

GRANT NO.	Applicant	County	Project Title	App. No.	Award Amount
26-01890	Genessee County	Genessee	Flint River Restoration Project		
26-01891	City of Detroit	Wayne	Hielman Park		
26-01892	City of Grand Rapids	Kent	Camelot Park		



Michigan Department of Natural Resources

Caring for Michigan's outdoor places and stories since 1921

DNR News

The following news release was issued today by the Office of Gov. Gretchen Whitmer; we are sharing it because the news likely will be of interest to several subscribers. **Please note:** The original version incorrectly identified Livingston County as the location for both the Lake St. Clair Metropark W. Boardwalk and Stony Creek Reflection Trail renovations. Both projects actually are in Macomb County, as reflected below. We apologize for any inconvenience.

Dec. 7, 2022

Contact: Governor's Press Office, press@michigan.gov or Christie Bayus (DNR Grants), bayusc@michigan.gov

Gov. Whitmer Announces Support for Park Upgrades in 11 Counties in Michigan

\$7.4 million in Land and Water Conservation Fund grants will support park projects

LANSING, Mich. -- Today, Governor Gretchen Whitmer and the Michigan Department of Natural Resources (DNR) announced that they recommended 13 community parks, trails, and sports facilities and a state lock and dam to receive a combined \$7,477,100 in Land and Water Conservation Fund (LWCF) grants.

"The Land and Water Conservation Fund is a shining example of what's possible when federal, state and local government partners come together to deliver real benefits for Michigan residents and visitors," said **Governor Whitmer**. "Today's \$7.4 million in projects will improve facilities people use every day and support the outdoor recreation economy that brings billions in value and supports thousands of jobs across Michigan. Let's keep working together to invest in Pure Michigan."

The projects recommended for funding are in Alpena, Bay, Cass, Cheboygan, Ionia, Ingham, Kalamazoo, Macomb, Marquette, Montcalm and Ottawa counties. That funding will support boardwalk, trail and park renovations and improvements,

park pavilion and restroom development, lock and dam public water access and more.

Location (county), project title and grant amount for each project are:

- (Ingham County) Lake Lansing Park North Boardwalk & Trail: \$500,000
- (Bay County) Pondsides Park Improvements: \$375,000
- (Ionia County) Hale Park Improvements: \$382,000
- (Montcalm County) Fred Meijer Trail Hub Project, \$465,400
- (Alpena County) Duck Park Development of Pavilion and Restrooms: \$150,000
- (Cass County) DR LAWLESS INTERNATIONAL DARK SKY PARK Renovation Project: \$428,600
- (Marquette County) Michigamme Township Park Dock Access & Tennis Renovation: \$183,200
- (Macomb County) Lake St. Clair Metropark W. Boardwalk Renovation: \$500,000
- (Marquette County) Tourist Park Day-Use Access Road and Parking Area: \$250,000
- (Kalamazoo County) Lexington Green Park Improvement Project: \$500,000
- (Macomb County) Stony Creek Reflection Trail Accessibility Renovation: \$500,000
- (Cheboygan County) Cheboygan Lock & Dam Public Water Access Site Renovation: \$3,000,000
- (Ottawa County) Ottawa Sands Day-use Restroom: \$242,900

“Access to the outdoors is vital to the quality of life for everyone who lives here or visits here,” said **DNR Director Dan Eichinger**. “The Land and Water Conservation Fund, in addition to other important grant programs, broadens that access in meaningful ways, whether through expanded hiking trails, increased public water access, or better amenities like restroom renovations and welcoming pavilions at local parks. These grants are integral to connecting more people to our state’s uniquely Michigan outdoor experiences.”

Selected projects were scored and selected from a field of 18 grant applications seeking \$8.6 million in local funding.

Governor Whitmer’s State and Local Parks Funding

In 2022, Governor Whitmer signed the bipartisan Building Michigan Together Plan, which will invest approximately \$250 million to address a significant backlog of infrastructure, repair, and maintenance needs at 103 existing state parks. Combined with the Building Michigan Together Plan’s \$200 million investment in local parks and recreation facilities, Michigan is investing a once-in-a-lifetime total

of \$450 million to make Michigan's parks and recreation resources safer, more attractive, and welcoming for residents and visitors.

Economic Benefits of Parks

Parks and recreation facilities are a big part of Michigan's economy, generating value for surrounding communities, creating jobs and helping sustain small businesses. Michigan's outdoor recreation industry supports billions in state Gross Domestic Product and sustains 126,000 jobs and over \$4.7 billion in wages and salaries in the state.

On average, every \$1 invested in land conservation leads to \$4 in economic benefit, meaning the Building Michigan Together Plan's \$250 million investment in state parks will yield \$1 billion in economic benefits for families, small businesses, and local communities.

Program background

The DNR uses LWCF dollars to help develop public outdoor recreation facilities to give people better, broader access to quality public outdoor recreation opportunities. The program supports Native American tribes, villages, cities, townships and counties and divisions within the DNR in their efforts to give people better, broader access to quality public outdoor recreation opportunities. Following federal appropriation, LWCF funds are apportioned to the states each fiscal year, and then, the state's project recommendations are sent to the National Park Service for approval.

The [Great American Outdoors Act](#), signed into law in August 2020, established permanent funding for the LWCF. With the change in legislation, the state will see more fiscal stability and increased funding in the LWCF grant program.

Application information

Eligible applicants include any unit of government, such as Native American tribes, school districts or any combination of units with the legal authority to provide recreation. Applicants can seek funding for a variety of projects, including development of and improvements to playgrounds, trails and walkways, skate parks, boat launches, picnic areas, sports fields and campgrounds, in addition to improved access for users of all abilities beyond Americans with Disabilities Act guidelines.

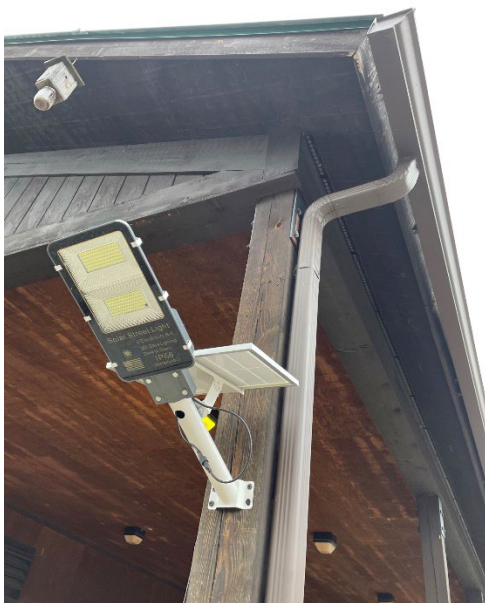
Application materials and information for LWCF grants will be available early in 2023 at Michigan.gov/LWCFGrants. Applications for the 2023 funding cycle are due April 1.

December 2022 Parks Commission

Meeting Monthly Report

Hawk Island County Park Staff

- Attended South Lansing Business Association Board Meeting, membership meeting
- Worked with other staff on interviews for Full Time Park Ranger
- Attended multiple meetings
- Started making snow for snowtube park
- Interviewed applicants for seasonal employment
- Prep for winter season
 - o Snow cat prep
 - o Began snow making
 - o Installed new lights on magic carpet
 - o Fire wood splitting
 - o Testing of Magic Carpet conveyor system
- Finished landscape improvements in Soldan Dog Park
 - o More sand for beaches
 - o Boulders/mulch to help with erosion areas
 - o Dead tree/hazard removal
 - o Installation of 8 new maple trees
 - o Perimeter fence repairs



Testing of solar light.

Soldan Dog Park landscape improvements



Lake Lansing Park Report – November/December

Highlights:

Attended Staff and Manager Meetings

Monitored and corresponded with Prime and contractors regarding Boat Launch Project construction

Attended Park Commission meeting

Worked with Tim on possible LLS project changes

Developed Stewardship Plan RFP scope with Brian and Tim B

Attended Pre-Proposal meeting for LLS project bidding

Attended CATA discussion via Zoom

Attended bid results review for LLS projects

Attended Park Ranger I interviews

Staff completed Disc Golf Course beginning of December minus a few finishing touches and permanent signage installation. Course was well attended opening weekend (soft opening) Official ribbon cutting set for spring.

Rule signs posted



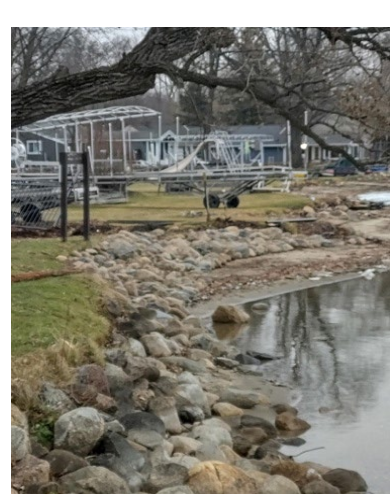
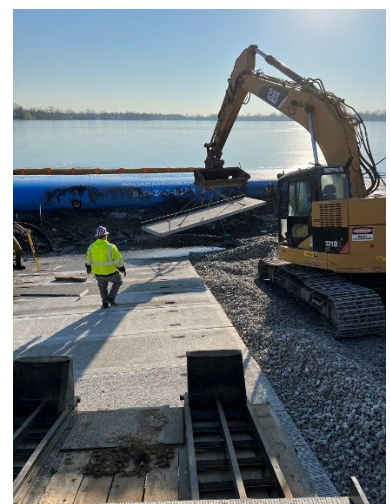
Disc Golf



Disc Golf



Boat Launch Project





Tadpole Beach Disc Golf Course



stp13024

Dec 3

5.0

This course is amazing for short putter shots. Lots of variety tee pads benches and tee signs. Are nice well designed and took a lot of work to make everything this nice. This is a short but fun course. Thank you to the parks dept. they went over and above to make this course amazing.

[REPORT](#)



allberries

Dec 3

5.0

Wonderfully designed course with good variety. Course flow is great, and all the holes are a ton for fun. Knowing the staff, this course will always be well maintained and will quickly become a staple in the area!

[REPORT](#)



saladsavant

Dec 2

5.0

Difficulty is not high however the thought going into Tadpoles design, equipment(Chainstar Pro) tee boxes, signs, easy to follow trails are worth all 5 stars. Many nuances and finishing touches make Lake Lansing North's new destination quite a charming layout!

[REPORT](#)



borchardjordan

Dec 2

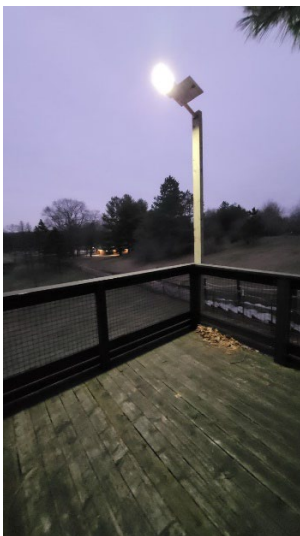
5.0

Brand new course — well put together! Highly recommend.

[REPORT](#)

Burchfield Park November/December Manager's Report

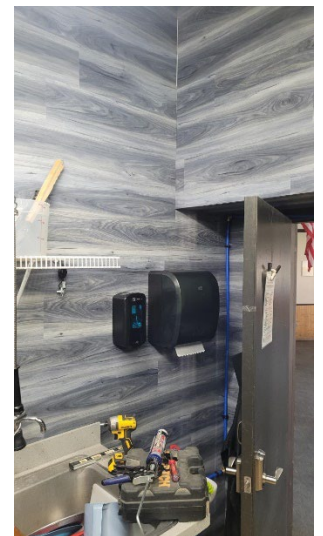
- Attended Human Resource's meeting on how to use the new NEOGOV employee onboarding page
- Attended RFP Stewardship meeting at Lake Lansing South Park on Nov. 17th
- Attended CATA meeting to discuss routes and free rides to and from Burchfield Park on Nov. 21st
- Met with Tim M. and Emma W. to follow up on Burchfield's 2018 ADA Grant status
- Gutter and down spout installation on Winter Sports Building completed by Trumble Group contractors
- Review full-time Ranger applications on Nov. 23rd
- Installed LED street lighting on new snow tube hill
- Park opened for snow tubing for short weekend after first big snow of the season
- Attended Supervisor training with Human Resources on Nov. 29th
- Nominated Dirt School for a mParks design award
- Requested emergency purchase to replace overhead heater at maintenance shop
- Continue remodeling wall surfaces in food concessions
- Interviewed and hired seasonal employees for winter operations
- Coordinated special events with CCR and Midwest Fantasy League
- Ordered E-bike for maintenance of mountain biking trails
- Continue trail work and tree cleanup
- Registered for 2023 mParks Conference and Trade Show



New LED Lighting



First Snow of 2022-23 Winter Season



Vinyl Wall Covering

2022 Parks Budget as of 11.22.22

Revenue				
208 Fund	Original	Actual	Available	Percent
570000 State Grants	68,075.00	-	(68,075.00)	
600000 Shelter Fees	66,500.00	103,374.50	36,874.50	155%
600100 Disc Golf Fees	22,000.00	33,721.00	11,721.00	153%
610100 Boat Rental	22,500.00	12,785.00	(9,715.00)	57%
610200 Canoe/Kayak Rental	37,500.00	19,349.00	(18,151.00)	52%
620000 Boat Launch Fees	17,000.00	12,625.25	(4,374.75)	74%
630000 Ski Rental	8,000.00	14,080.50	6,080.50	176%
641000 Food Concessions	48,150.00	67,065.95	18,915.95	139%
641120 Snowshoe Rental	-	484.00	484.00	
652000 Parking Fees	350,846.00	379,981.42	29,135.42	108%
652100 HI Snow Hill Admissions	72,000.00	126,434.00	54,434.00	176%
669130 Game Rental	1,000.00	1,670.00	670.00	167%
669140 BUR Tube Rentals	4,000.00	5,685.00	1,685.00	142%
669141 Dog Park Revenue	10,000.00	14,326.00	4,326.00	143%
669145 Park Patron Pass	-	798.00	798.00	
688220 Misc Revenue	1,000.00	1,778.30	778.30	178%
671000 Day Camp	10,000.00	7,600.00	(2,400.00)	76%
676020 Donations	-	850.00	850.00	
Total Collected Revenue	738,571.00	802,607.92	64,036.92	109%
698010 Carry Over Surplus Used	621,985.00	-	(621,985.00)	
699000 Revenue TSF IN - F101	2,036,518.00	1,272,823.76	(763,694.24)	63%
699228 Revenue TSF IN - Millage 228	51,500.00	51,500.00	-	100%
699500 Revenue TSF IN - CAP IMP	102,000.00	102,000.00	-	
Revenue Total	3,550,574.00	2,228,931.68	(1,321,642.32)	63%
Personnel Services				
208 Fund	Original	Actual	Available	Percent
704000 FT Wages	781,416.00	732,586.64	48,829.36	94%
705000 Seasonal Wages	728,384.00	558,583.31	169,800.69	77%
706000 FT Overtime	4,783.00	7,428.33	(2,645.33)	155%
706100 On Call Payments	5,320.00	2,680.00	2,640.00	50%

2022 Parks Budget as of 11.22.22

706700 Seasonal Overtime	1,787.00	1,772.06	14.94	99%
708000 Meeting Fees	9,750.00	4,275.00	5,475.00	44%
713000 Misc Fringes	-	-	-	
714000 Unemployment	3,942.00	6,301.21	(2,359.21)	160%
715000 Fica County Share	60,216.00	97,760.69	(37,544.69)	162%
715050 Liability Insurance	2,187.00	6,775.33	(4,588.33)	310%
716020 PHP Health Insurance	180,779.00	161,809.16	18,969.84	90%
716030 Health Waiver	3,784.00	3,467.97	316.03	92%
716035 Retiree Hlth Ins Chargeback	41,419.00	35,402.13	6,016.87	85%
716040 Retiree Hlth Ins Trust Chg	35,420.00	34,622.17	797.83	98%
716100 Dental Insurance	10,809.00	8,954.80	1,854.20	83%
716200 Vision Insurance	1,558.00	1,288.13	269.87	83%
716450 Seperation Buyout Chgback	13,778.00	13,470.72	307.28	98%
717000 Life Insurance	1,522.00	1,272.55	249.45	84%
717100 Disability Insurance	806.00	684.97	121.03	85%
718000 Retirement Program	194,804.00	163,455.11	31,348.89	84%
718500 Retirement Defined Contr.	7,609.00	7,033.07	575.93	92%
720000 Longevity	7,000.00	-	7,000.00	0%
722000 Wkcpmp Insurance	-	4,119.19	(4,119.19)	
Personnel Services Total	2,097,073.00	1,853,742.54	243,330.46	88%
Controllable Expenses				
208 Fund	Original	Actual	Available	Percent
726011 Concessions	33,400.00	34,034.71	(634.71)	102%
728000 Printing & Binding	12,000.00	6,912.76	5,087.24	58%
729000 Postage	4,500.00	872.37	3,627.63	19%
730000 Office Supplies	2,800.00	1,520.21	1,279.79	54%
731000 Photo-Copying & Supplies	600.00	-	600.00	0%
734000 Non-Capital Equipment	4,900.00	2,827.52	2,072.48	58%
22P07 Rental Equipment All Parks	50,000.00	48,934.92	1,065.08	98%
740000 Maintenance Supplies	130,136.00	121,115.63	9,020.37	93%
743000 Other Supplies	27,031.00	22,310.32	4,720.68	83%
745000 Uniforms	7,500.00	7,593.51	(93.51)	101%

2022 Parks Budget as of 11.22.22

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	40,166.25	(2,166.25)	106%
802800 Med Services - Physicals	1,000.00	-	1,000.00	0%
815000 Memberships & Subscriptions	3,500.00	2,654.49	845.51	76%
818000 Contractual Services	24,780.00	20,809.05	3,970.95	84%
PAZO1 POS System	36,716.00	27,483.69	9,232.31	75%
861000 Local Travel	3,000.00	2,083.70	916.30	69%
861100 In state Travel	3,100.00	2,257.05	842.95	73%
861110 Out of State Travel	-	-	-	0%
890080 Administrative Fees	12,500.00	19,429.50	(6,929.50)	155%
901000 Advertising	10,750.00	753.86	9,996.14	7%
921050 Telephone	7,900.00	7,196.14	703.86	91%
921060 Telephone - Long Distance	-	47.23	(47.23)	0%
931100 Maint-Related Contractual	37,433.00	37,045.46	387.54	99%
932000 Equipment Repair & Maint	50,470.00	70,253.56	(19,783.56)	139%
942000 Equipment Rental	8,138.00	1,456.53	6,681.47	18%
957120 Sales Tax	3,650.00	4,205.02	(555.02)	115%
957130 Other Taxes	-	1,936.34	(1,936.34)	0%
960000 Training	5,300.00	3,414.25	1,885.75	64%
974000 LL Disc Golf Course	50,000.00	36,389.71	13,610.29	73%
21P03 BUR Dirt School	208,075.00	172,462.10	35,612.90	0%
22P03 LL Tree & Dead Branch Removal	12,000.00	9,300.00	2,700.00	78%
22P08 Bunker Road Landing	112,000.00	5,657.50	106,342.50	5%
22P15 Safety Enhancements	120,000.00	13,885.00	106,115.00	12%
20P02 HI Fence/Gates/Gatehouse	23,863.00	15,261.69	8,601.31	0%
20P03 BUR Gates & Connecting Barriers	40,986.00	40,840.56	145.44	
22P06 HI Snow Gun	27,000.00	23,350.00	3,650.00	86%
22P01 BUR Southridge Roof Replacement	45,000.00	-	45,000.00	0%
22P02 BUR Pine Knoll Roof Replacement	45,000.00	-	45,000.00	0%
22P05 Dog Park Floating Dock	45,000.00	-	45,000.00	0%
Controllable Expenses Total	1,248,628.00	805,460.63	443,167.37	65%

2022 Parks Budget as of 11.22.22

Non-Controllable Expense				
208 Fund	Original	Actual	Available	Percent
911000 Insurance & Bonds	-	-	-	
915050 Liability Insurance	-	15,000.00	(15,000.00)	
921000 Utilities	81,981.00	66,084.07	15,896.93	81%
921070 Courier Service	1,686.00	1,686.24	(0.24)	100%
921150 Telephone Allocation Costs	-	1,706.58	(1,706.58)	
943000 IT Operations	35,289.00	35,033.89	255.11	99%
943010 Equip Service Charge	42,000.00	22,799.76	19,200.24	54%
943020 Equip Service Charge PC	4,678.00	1,166.76	3,511.24	25%
943100 Network Maintenance	18,702.00	9,857.93	8,844.07	53%
944000 Vehicle Service Charge	18,999.00	22,177.44	(3,178.44)	117%
944100 Copier Service Charge	1,538.00	-	1,538.00	0%
Non-Controllable Expense Total	204,873.00	175,512.67	29,360.33	86%
Total Revenue	3,550,574.00	2,228,931.68	(1,321,642.32)	63%
Total Expenses	3,550,574.00	2,834,715.84	715,858.16	80%
Difference	-	(605,784.16)		

208 Fund Balance as of 1.1.22

\$591,125.76

Projected Fund Balance as of 8.31.22

(\$14,658.40)

Trails & Parks Millage Program Coordinator Report

November 2022

For: Park & Recreation Commission Meeting

December 12, 2022

- Continuing to work on paperwork-contracts/short forms/amendments
- Worked with staff on social media updates
- Prepared memo/resolution for eighth round scoring criteria and application edits
- Website updates
- Prepared video of millage projects for December Park Commission and Board of Commissioners meetings and posted on YouTube: <https://youtu.be/HBKyRXd7n5Y>
- Millage update meeting with Tim M. and Tanya
- Attended bi-weekly admin meetings
- Meeting with Kelly to review budget line transfers
- Ordered new supply of permanent plaques
- Ordered new supply of temporary construction signs
- Meeting to review Capital Action Plan
- Attended Park Commission meeting
- Biked Lansing River Trail and checked out Bridge 31
- Continue to process 7th round contracts
- Edited GoPro videos and posted to our YouTube channel: <https://www.youtube.com/channel/UClwC1gaJkNGfIbIDifeY1Q>
- Processed 25% upfront payments for the following round 7 contracts:
 - TR099 Lansing Twp - Waverly Rd Shared Use Pathway, Phase II - Feasibility Study
 - TR110 City of Mason - Columbia Street Bridge - Protected Walkway Construction
 - TR100 City of Williamston-Memorial Park Trail Planning & Engineering
- Worked on filing and organizing millage paperwork
- Attended DNR Spark Grant Informational Session
- Checked out millage project TR086 Lake Lansing Boat Launch improvements progress
- Worked on Friends of Ingham County Parks old webpage – deactivate and redirect to County parks webpage for Friends
- Processed short form authorization for extension to Onondaga Township’s project TR094 – Baldwin Park enhancement project which they are rebidding in January and plan construction in spring/summer 2023
- Biked Ram Trail



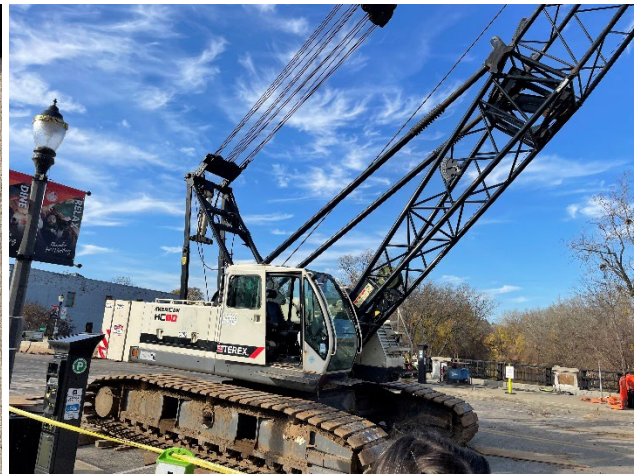
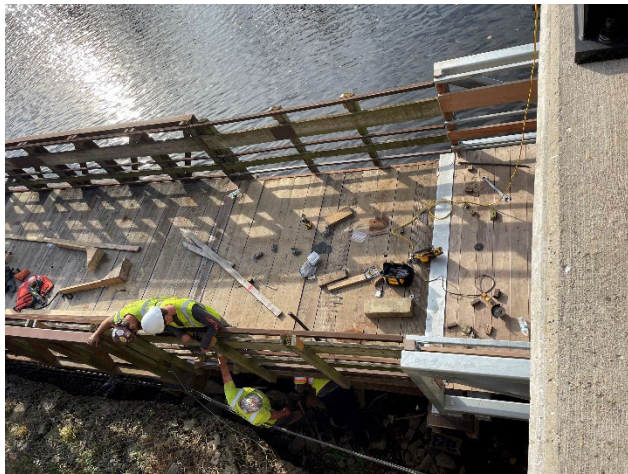
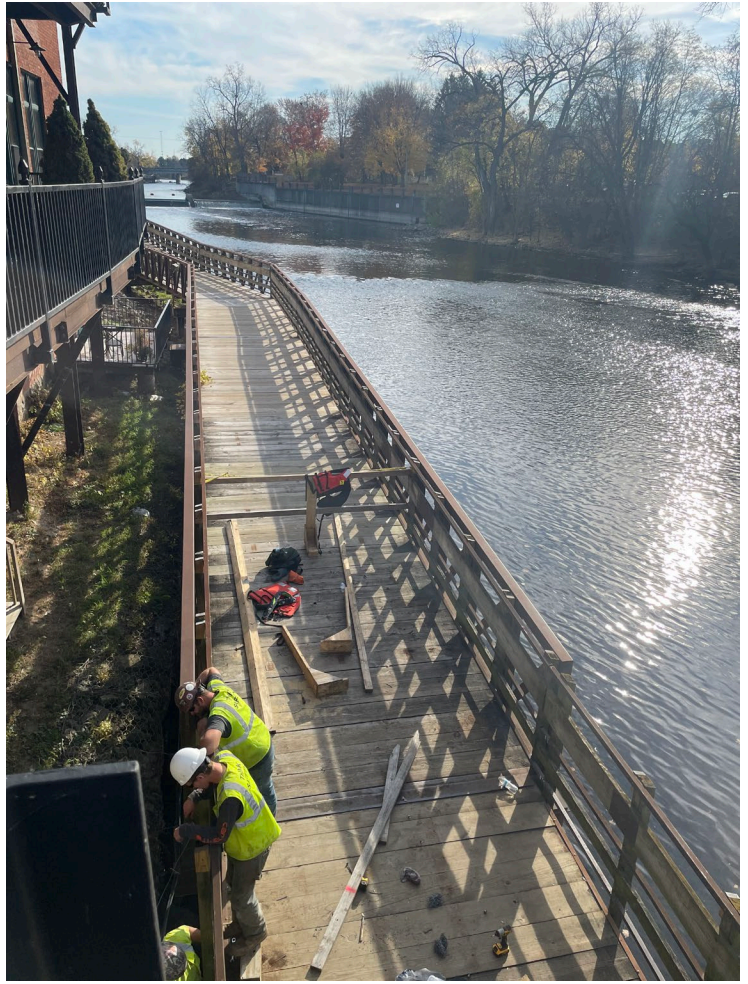
Ram Trail



TR086 Lake Lansing Boat Launch improvements



TR044 City of Lansing Universally Accessible Canoe/Kayak Launch at Krueger Landing



City of Lansing project TR056 Bridge #31 in Old Town



City of Lansing project TR056 Bridge #31 in Old Town



FLRT Trail Ambassador Program Coordinator Monthly Report December 2022

Please direct questions to Lauren at TA@LansingTrails.org

- Updated website with Trail Etiquette guidelines
- Developed and distributed survey of Annual Meeting participants
- Ordered 2 new sponsor signs
- Continued implementation and data transfer to new membership database software
- Met with volunteer on updated trail map/flood status page for website
- Drafted and scheduled Giving Tuesday emails
- Drafted and scheduled social media
- Monitored trail activity updates
- Continued planning for National Trails Day 10K event – Saturday, June 4, 2023
- Responded to community requests for information
 - Community member interested in planting edible plants (raspberries, blackberries, etc.) along river trail and seeking community partners – Jeremy Worman seeking to organize community groups to help promote and participate

Sponsorship Stats

Community Name	Mile Markers (Reserved/Avail.)	Trailblades (Reserved/Avail.)	Trailheads (Reserved/Avail.)
City of Lansing	14 / 55	12 / 33	1 / 8
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

From: Tom Valli <msrsm1988@hotmail.com>
Sent: Saturday, November 12, 2022 3:36 PM
To: parks <parks@ingham.org>
Subject: Invasives Control

Attention: Parks and Recreation Commission

Dear Chairman Bennett and Parks and Recreation Commission Members,

Lake Lansing Park North, because of its size and varied topography and habitats, is truly exceptional. I am grateful for the foresight and investment that resulted in the preservation of this county park.

During a recent hike at LLPN, I was dismayed to see the proliferation of invasive plants -- Asian honeysuckles, common buckthorn, oriental bittersweet, privet, phragmites. A few years ago, the park was in considerably better condition.

As you know, invasives displace and hinder regeneration of native plants. Native insects are generally not adapted to use invasive plants as a food source. Insects are primary converters of plant biomass to animal biomass. Even seed eating birds rely heavily on insect protein to rear their young. Insects and birds are in major decline.

Please seek adequate funding for invasive species management and planning at Lake Lansing Park North. A successful control program will take a lot of work and persistence. But, in the long run, a robust program will save time and money by reducing invasives to the point that only regular monitoring and minimal control work are needed.

Park goers actually experience a natural Michigan landscape only if invasives are functionally absent.

Thank you for your consideration and service on the commission.

Sincerely,

Thomas Valli



December 1, 2022

Ingham County Parks and Recreation Commission
c/o Tim Morgan, Director
Parks Department
121 E. Maple
Mason, MI 48854

Dear Parks and Recreation Commission Members,

We are writing on behalf of the Red Cedar Chapter of Wild Ones to urge your support for invasive species management at Lake Lansing Park North and Burchfield Park. Wild Ones is a not-for-profit environmental education and advocacy organization promoting environmentally sound landscaping practices to preserve biodiversity through the preservation, restoration and establishment of native plant communities. Our Red Cedar Chapter was established in 2001 and has approximately 90 members.

There has been a resurgence of invasive plants at Lake Lansing Park North. Since management work was curtailed a few years ago, Asian honeysuckle, common buckthorn, phragmites, and other invasives have become dominant in multiple areas. From an ecological standpoint, these invasives are, in effect, reducing the size of the park. Invasives outcompete native plants for light and nutrients and prevent native plant regeneration. Butterflies, moths, bees, wasps, beetles, and other insects are adapted to and dependent on native plants for various stages of their life cycle. Some insect species are specifically dependent on a particular genus or species of native plant.

Insects are key in transferring energy from plants to other animals. Birds, especially our nesting songbirds, need lots of insects to feed their young. Without enough native plants to sustain beneficial insects, the entire food web collapses.

Local parks and natural areas enjoy widespread public support. Citizens want public lands filled with beautiful native wildflowers, birds, bees and butterflies. We urge you to ensure adequate funding to plan and execute a vigorous invasive species management plan. An effective program should reduce invasives to the level where they can be thereafter managed with modest routine patrol and control measures. Actions to restore a diversity of native plants and control deer populations should also be considered.

Thank you for your attention to the health of our parks.

Sincerely,

Wild Ones Red Cedar Chapter Executive Board

Peri Bianchi, President

wildoneslansing@gmail.com



CONGRESS OF THE UNITED STATES
HOUSE OF REPRESENTATIVES
WASHINGTON, D.C. 20515

November 15, 2022

Ms. Nicole Wallace
Ingham County Parks and Recreation
121 E. Maple Street, Suite 102
Mason, MI 48854

Ms. Wallace, *Nicole:*

I wanted to thank you for coordinating such a productive and informative tour of the Mason-Holt Trail. Walking the trail with you on a "Pure Michigan" autumn afternoon was certainly among the more enjoyable visits I have had recently. But even more than the beautiful fall foliage, I was thrilled to see the way the vision for connecting these communities is taking shape and coming to fruition.

As you are well aware, our trail system in Michigan is not just a recreational treasure, it's also an economic driver for many communities.. I love the way every community along the network is able to promote local small businesses, and help further elevate Michigan as a great state for outdoor enthusiasts. I look forward to continuing to work with you as this project progresses. Thank you for all you do to contribute to the health and well-being of our local communities.

Best wishes,

Congresswoman Elissa Slotkin