

AGENDA

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

The packet is available on-line by going to bc.ingham.org, choosing the "Events Calendar," and clicking on Monday, November 14, 2022

Monday, November 14, 2022

5:30pm

PARKS & RECREATION COMMISSION MEETING

Meeting Location:
Human Services Building
Conference Room C
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 - [Pg 3](#)
 - B. Minutes of October 10, 2022 closed session meeting will be considered
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. **ACTION ITEMS**
 - A. Millage Round 8 Application and Scoring Criteria – [Page 14](#)
 - B. Spark Grant - [Page 54](#)
 - C. Kassbohrer All Terrain Vehicles - [Page 67](#)
8. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 69](#)
 - B. Park Managers - [Page 71](#)
 - C. Administrative Office - [Page 78](#)
 - D. Financial Report - [Page 79](#)
 - E. Millage Coordinator Report & Trail Videos- [Page 83](#)
 - F. FLRT Trail Ambassador Report - [Page 92](#)
9. **Board/Staff Comments**
10. **Limited Public Comment ~ Limited to 3 minutes with no discussion**
11. **Correspondence and Citizen Comment**

13. Upcoming Meetings

- A.** Date: Monday, December 12, 2022; 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 FOR THE PURPOSE OF DISCUSSING
CONSIDERING THE RESOLUTION CELEBRATING LAKE LANSING (THEN “PINE LAKE”)
STATUS AND COMMEMORATING THE FACT THAT IT IS A SANCTUARY LAKE

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

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 14, 2022

Motion to Support the Resolution Authorizing the Scoring Criteria and Application for the Eighth Round of Trails and Parks Millage Applications

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 Committee
FROM: Tim Morgan, Parks Director
DATE: November 17, 2022
SUBJECT: Opening of the Next Round of Trails and Parks Millage Grant Applications and Updates to the Scoring Criteria and Application
For the meeting agenda of 12/5/22 Human Services and 12/7/22 Finance

BACKGROUND

Ingham County Board of Commissioner Resolution #22-352 directed staff to hold an application round in 2023 and 2025. The Park Commission reviewed the Trails and Parks Millage Grant Application and Scoring Criteria and edited the documents as shown in attached Exhibit A. The Park Commission would like to recommend that an eighth round of applications be taken with no required match for the following categories: trail, blueway, boardwalk, bridge, planning & engineering, and other project, which includes rehabilitation and new project applications.

The resolution opens the application period for the eighth round of grants. Applications will be open on January 3, 2023 and be due on May 1, 2023. Following due diligence by staff and the Park Commission, final approval is expected from the Board of Commissioners in December 2023.

ALTERNATIVES

This process will be reviewed by the Park Commission prior to the next application round, moving forward with the Trails & Parks Millage to ensure that the application and scoring criteria stay current and are in line with the needs of the program.

FINANCIAL IMPACT

The need to balance fiscal responsibility as well as keep the momentum going for future planning and projects is a high priority for the Park Commission and the Board of Commissioners. This resolution would allow communities to apply for grants from the Trails and Parks Millage Fund and the applications be scored using the attached criteria to help guide the Park Commission to evaluate, and rate all proposals, and to forward them for consideration to the Board of Commissioners.

STRATEGIC PLANNING IMPACT

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

OTHER CONSIDERATIONS

The Parks & Recreation Commission supported this resolution at their November 14, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing the next round of trails and parks millage applications.

Ingham County Trails and Parks Program Application



Ingham County Parks
 Attn: Nicole Wallace: nwallace@ingham.org
 P.O. Box 178
 121 E. Maple Street, Suite 102
 Mason, MI 48854

Trails and Parks Program Application Release Date January 3, 2023

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds may be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: trail, blueway, boardwalk, bridge, planning & engineering. This includes rehabilitation and new project applications.

Project applications must be received by **5:00pm 5/1/23** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the December Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT			
Agencies:		Contact Person:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	Email:	
PROJECT SUMMARY			
Project Title:			
Total Millage Funds Requested (round to nearest 100): \$			
Distance of repaired/new construction in feet/miles:			
Trail:	Boardwalk:	Bridge:	
Categories:	<input type="checkbox"/> Planning & Engineering <input type="checkbox"/> Boardwalk	<input type="checkbox"/> Bridge <input type="checkbox"/> Other Project	
<input type="checkbox"/> Blueway <input type="checkbox"/> Trail	<input type="checkbox"/> Small Is this request a grant: Requests up to \$300,000 for a municipality ies contributing less than 5% of total county millage revenue collected to date? See Attachment A.		
Are you applying for other grant funds? No ____ Yes ____ If yes, what type of grant? _____ When will the grant be submitted / awarded? _____			

Ingham County Trails and Parks Program Application

Select type of project (select all that apply):

☐ Rehab/repair ☐ New

If you have applied for *multiple projects*, please prioritize and rank your projects in order of your community's highest priority to lowest priority:

Rank: 1, 2, 3, etc.:

Town, Range, Section Numbers, and Latitude / Longitude of Site Location

(Town):

(Range):

(Section):

(Latitude / Longitude of site entrance):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

Ingham County Trails and Parks Program Application

ESTIMATED COSTS/BUDGET/PROJECT TIMELINE

Provide each scope/budget item and how the budgeted amount was calculated, List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses. ~~Contingency amount not to exceed 10%.~~ **ROUND ALL \$\$ AMOUNTS TO THE NEAREST \$100.**

EXPENSES

Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Wayfinding/Signage		
6-Contingency (20% of overall construction/engineering cost)		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$

Please attached a detailed cost estimate for Project if applicable

PROJECT TIMELINE

On a separate page, please include your estimated project timeline, including at a minimum: engineering, permitting, bidding, construction, other grant funding submittal and award, if applicable, and reimbursement.

APPLICANT FUNDS

When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years. See attachment C concerning match.

<u>Local Contribution</u>	<u>Amount</u>	
	\$ _____	
<u>Other Grant Contributions</u>		
Name of Grantor(s)	\$ _____	
_____	\$ _____	
Name of Partner(s)	\$ _____	
_____	\$ _____	
Name of Donor(s)	\$ _____	
_____	\$ _____	
<u>In-Kind Support</u>		
Name of Organization	Value	Description
_____	\$ _____	_____
_____	\$ _____	_____
<u>Other</u>	<u>Amount</u>	
_____	\$ _____	
Total Applicant Funding Provided by Applicant (includes all non-millage funding) \$ _____		
Millage Funds REQUESTED (round to nearest 100) \$ _____ (This amount (Millage Funds Request) plus the Total Funding Provided by Applicant Funds must equal Total Project Expenses) Total % of matching Funds (millage requested /total project) % <u>Match</u>		

Ingham County Trails and Parks Program Application

DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)

Provide a (detailed) description of the project you are proposing, with reference to specific scope items and deliverables. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count-attachments as needed).

Ingham County Trails and Parks Program Application

PROJECT INFORMATION & DETAILED DESCRIPTION (as applicable)

1. Describe in detail any other available funders and partners.

Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.

2. Discuss how the project is improving regional connectivity.

Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 (http://cms3.revize.com/revize/ingham_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf) of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.

Ingham County Trails and Parks Program Application

3. Describe how the project responds to public demand and has public support.

Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. Reference Figure 18 - Attachment D. 250 word limit.

4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency—Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality- MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

Ingham County Trails and Parks Program Application

5. Explain how the project is feasible and ready for implementation or development.

Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.

6. Discuss how the project supports equitable opportunities.

The overall Ingham County Strategic Plan includes the following Goal: A: Service to Residents: Provide easy access to quality, innovation, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Since the onset of the Covid epidemic, parks across the world have seen large increase in use by persons wishing to partake in safe, outdoor activities for both health and mental revitalization. Your discussion should address how your project increases or improves access provides low cost transportation and recreation options for low income populations; is located in a high use area, is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

Ingham County Trails and Parks Program Application

7. Maintenance Commitment & Plan

Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.

Ingham County Trails and Parks Program Application

ATTACHMENTS & REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County. You are required to document with photos pre-project, during and completed and submit with your final reimbursement request.
6. After completion of the project, entities must agree to participate and provide approved signage in the County wide wayfinding signage plan. Communities should budget for necessary signage to be installed for approved projects.
7. Is the project in the road right of way or is it near or adjacent to a County Drain?
No _____ Yes _____
If yes, have discussions been entered into with the Road Department and Drain Commission? This is a requirement.
No _____ Yes _____ Please submit documentation.

CERTIFICATION

Signature of Applicant:

Date:

ATTACHMENT A.

Ingham County Trails and Parks Millage Estimated Revenue by Municipality

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

Updated 1-26-21

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

Ingham County Trails and Parks Program Application

ATTACHMENT B.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CLARIFYING DESIGN STANDARDS FOR TRAILS AND PARKS MILLAGE PROJECTS

RESOLUTION # 18 – 054

WHEREAS, the Ingham County Trails and Parks Program Application states that the Trails and Parks Millage projects must meet acceptable design standards and is the best design solution as adopted by Board of Commissioners Resolution 17-275; and

WHEREAS, the County will review any deviations from such standards on a case by case basis; and

WHEREAS, applicants must obtain necessary permits for the projects, be it public/road rights -of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc.; and

WHEREAS, at least one case has surfaced where the announced design standards of the Trails and Parks Millage may conflict with the standards and rules of a permitting agency; and

WHEREAS, on reflection, the Parks Commission does not believe that wise administration of the millage money should require the applicant to be caught between the standards of a permitting agency and the general standards demanded by the County for its millage projects.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners adopt the following policy: in cases where a permitting authority disagrees with use of a particular county standard, the terms of the draft permit proposed by the permitting authority will control; but the applicant is required to promptly notify the County Park Commission of the permitting authority's position.

BE IT FURTHER RESOLVED, Parks Department staff are to raise any concerns with the permit in consultations with the applicant and the permitting authority.

BE IT FURTHER RESOLVED, this policy is retroactive for any signed agreements that have not yet been completed and any future agreements.

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.

HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Koenig **Nays:** None **Absent:** Naeyaert
Approved 02/05/2018

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis
Nays: None **Absent:** Koenig, Schafer **Approved 02/07/2018**

Ingham County Trails and Parks Program Application

ATTACHMENT C.

Match Requirement for Ingham County Trails & Parks Millage

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

ATTACHMENT D.

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

* The highlighted corridors are shown on Figure 32.

Ingham County Trails and Parks Program Scoring Criteria

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

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

0= no 5= yes

_____pts. (Max 10%)

2. Does this contribute to County connectivity?

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

_____pts. (Max 20%)

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

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

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

Yes or No?

0= no 5=yes

_____pts. (Max 10%)

4. Overall, how do you rate the project? Rate the project using the formula below for a total of **10 5 points minimum to 20 points maximum**.

Considerations

For each bullet point met:

0-5 = **10 3 pts**
6-10 = **15 7 pts**
11-14 = **20 10 pts**

40 20 pts _____

+

~~0-1% = 10 pts~~
~~>1-10% = 8 pts~~
~~>10-20% = 6 pts~~
~~>20-30% = 4 pts~~
~~>30% = 2 pts~~

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

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

40 pts _____ = _____ pts. (Max 40%)

5. Rate the project by percent it contributes to an equitable geographical distribution of the millage funds. (% received to date per community is noted on the viability report)

0-1% = ~~10 pts~~ 5 pts
>1-10% = ~~8 pts~~ 4 pts
>10-20% = ~~6 pts~~ 3 pts
>20-30% = ~~4 pts~~ 2 pts
>30% = ~~2 pts~~ 1 pts

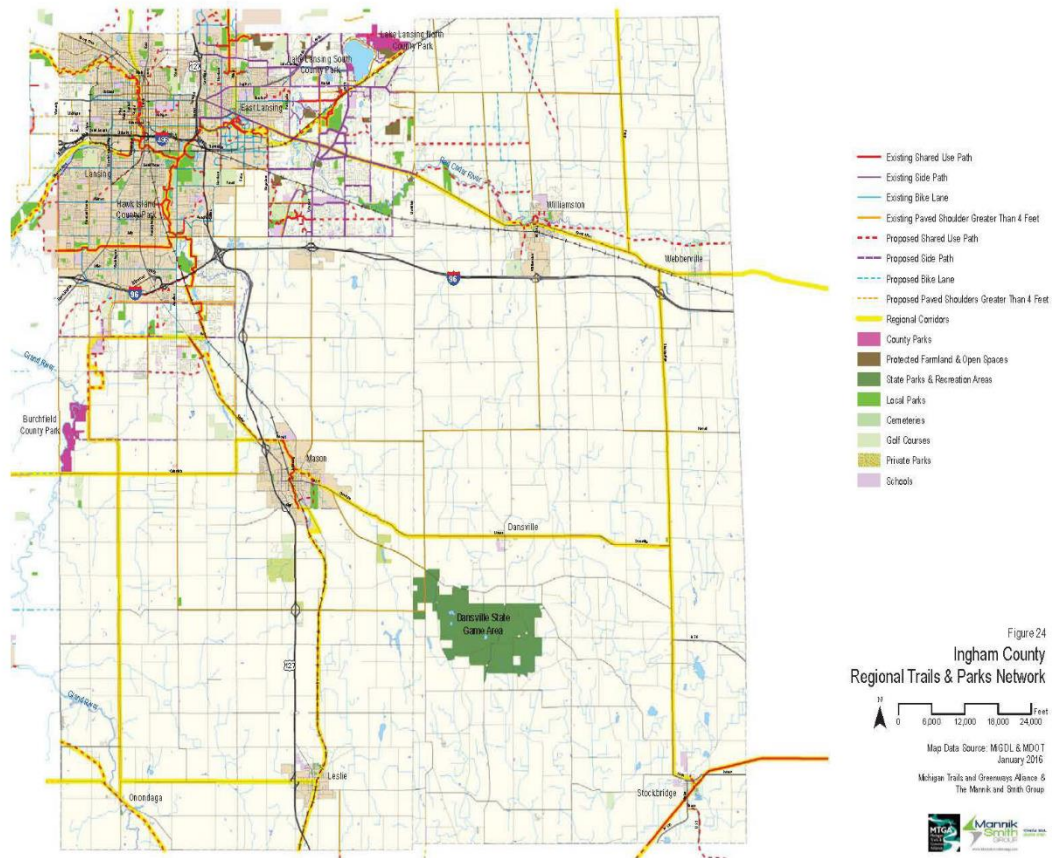
_____ pts. (Max 10%)

6. Is this project a ~~small~~ grant request ~~up to \$300,000~~ for a municipality ~~yes~~ contributing less than 5% of total county millage revenue collected to date? Reference Attachment B.

0 = no **40 5 = yes**
_____ pts. (Max ~~20%~~ 10%)

_____ Total Points Scored (Total Possible 50)

Attachment A: Figure 24



Attachment B

Ingham County Trails and Parks Millage Estimated Revenue by Municipality

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

Updated 1-26-21

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

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

* The highlighted corridors are shown on Figure 32.

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.

Ingham County Trails and Parks Program Application



Ingham County Parks
Attn: Nicole Wallace: nwallace@ingham.org
P.O. Box 178
121 E. Maple Street, Suite 102
Mason, MI 48854

Trails and Parks Program Application Release Date January 3, 2023

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds may be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: trail, blueway, boardwalk, bridge, planning & engineering. This includes rehabilitation and new project applications.

Project applications must be received by **5:00pm 5/1/23** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the December Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT		
Agencies:		Contact Person:
Address:		
City:		State: ZIP Code:
Phone:	Fax:	Email:
PROJECT SUMMARY		
Project Title:		
Total Millage Funds Requested (round to nearest 100): \$		
Distance of repaired/new construction in feet/miles:		
Trail:	Boardwalk:	Bridge:
Categories: <input type="checkbox"/> Blueway <input type="checkbox"/> Trail	<input type="checkbox"/> Planning & Engineering <input type="checkbox"/> Boardwalk	<input type="checkbox"/> Bridge <input type="checkbox"/> Other Project
<input type="checkbox"/> Is this request a grant for a municipality contributing less than 5% of total county millage revenue collected to date? See Attachment A.		
Are you applying for other grant funds? No ____ Yes ____ If yes, what type of grant? _____ When will the grant be submitted / awarded? _____		

Page 1

Ingham County Trails and Parks Program Application

Select type of project (select all that apply):

☐ Rehab/repair ☐ New

If you have applied for *multiple projects*, please prioritize and rank your projects in order of your community's highest priority to lowest priority:

Rank: 1, 2, 3, etc.:

Town, Range, Section Numbers, and Latitude / Longitude of Site Location

(Town):

(Range):

(Section):

(Latitude / Longitude of site entrance):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

Ingham County Trails and Parks Program Application

ESTIMATED COSTS/BUDGET/PROJECT TIMELINE

Provide each scope/budget item and how the budgeted amount was calculated. List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses.

ROUND ALL \$\$ AMOUNTS TO THE NEAREST \$100.

EXPENSES

Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Wayfinding/Signage		
6-Contingency (20% of overall construction/engineering cost)		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$

Please attached a detailed cost estimate for Project if applicable

PROJECT TIMELINE

On a separate page, please include your estimated project timeline, including at a minimum: engineering, permitting, bidding, construction, other grant funding submittal and award, if applicable, and reimbursement.

APPLICANT FUNDS

When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years. See attachment C concerning match.

<u>Local Contribution</u>	<u>Amount</u>	
	\$ _____	
<u>Other Grant Contributions</u>		
<u>Name of Grantor(s)</u>		
_____	\$ _____	
	\$ _____	
<u>Name of Partner(s)</u>		
_____	\$ _____	
	\$ _____	
<u>Name of Donor(s)</u>		
_____	\$ _____	
	\$ _____	
<u>In-Kind Support</u>		
<u>Name of Organization</u>	<u>Value</u>	<u>Description</u>
_____	\$ _____	_____
_____	\$ _____	_____
<u>Other</u>	<u>Amount</u>	
_____	\$ _____	
Total Funding Provided by Applicant (includes all non-millage funding) \$ _____		
Millage Funds REQUESTED (round to nearest 100) \$ _____		
(This amount (Millage Funds Request) plus the Total Funding Provided by Applicant must equal Total Project Expenses)		
Total % of matching Funds (millage requested /total project)	%	Match

Ingham County Trails and Parks Program Application

DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)

Provide a (detailed) description of the project you are proposing, with reference to specific scope items and deliverables. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count-attachments as needed).

Ingham County Trails and Parks Program Application

PROJECT INFORMATION & DETAILED DESCRIPTION (as applicable)

1. Describe in detail any other available funders and partners.

Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.

2. Discuss how the project is improving regional connectivity.

Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 (http://cms3.revize.com/revize/ingham_parks/Documents/MillageDocs/IngCtyTPCompReportAdopted.pdf) of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.

Ingham County Trails and Parks Program Application

3. Describe how the project responds to public demand and has public support.

Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. Reference Figure 18 - Attachment D. 250 word limit.

4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency—Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality- MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

Ingham County Trails and Parks Program Application

5. Explain how the project is feasible and ready for implementation or development.

Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.

6. Discuss how the project supports equitable opportunities.

The overall Ingham County Strategic Plan includes the following Goal: A: Service to Residents: Provide easy access to quality, innovation, cost-effective services that promote well-being and quality of life for the residents of Ingham County. Since the onset of the Covid epidemic, parks across the world have seen large increase in use by persons wishing to partake in safe, outdoor activities for both health and mental revitalization. Your discussion should address how your project increases or improves access provides low cost transportation and recreation options for low income populations; is located in a high use area, is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

Ingham County Trails and Parks Program Application

7. Maintenance Commitment & Plan

Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.

Ingham County Trails and Parks Program Application

ATTACHMENTS & REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County. You are required to document with photos pre-project, during and completed and submit with your final reimbursement request.
6. After completion of the project, entities must agree to participate and provide approved signage in the County wide wayfinding signage plan. Communities should budget for necessary signage to be installed for approved projects.
7. Is the project in the road right of way or is it near or adjacent to a County Drain?
No _____ Yes _____
If yes, have discussions been entered into with the Road Department and Drain Commission? This is a requirement.
No _____ Yes _____ Please submit documentation.

CERTIFICATION

Signature of Applicant:

Date:

ATTACHMENT A.

Ingham County Trails and Parks Millage Estimated Revenue by Municipality

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

Updated 1-26-21

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

Ingham County Trails and Parks Program Application

ATTACHMENT B.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION CLARIFYING DESIGN STANDARDS FOR TRAILS AND PARKS MILLAGE PROJECTS

RESOLUTION # 18 – 054

WHEREAS, the Ingham County Trails and Parks Program Application states that the Trails and Parks Millage projects must meet acceptable design standards and is the best design solution as adopted by Board of Commissioners Resolution 17-275; and

WHEREAS, the County will review any deviations from such standards on a case by case basis; and

WHEREAS, applicants must obtain necessary permits for the projects, be it public/road rights -of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc.; and

WHEREAS, at least one case has surfaced where the announced design standards of the Trails and Parks Millage may conflict with the standards and rules of a permitting agency; and

WHEREAS, on reflection, the Parks Commission does not believe that wise administration of the millage money should require the applicant to be caught between the standards of a permitting agency and the general standards demanded by the County for its millage projects.

THEREFORE BE IT RESOLVED, that the Ingham Board of Commissioners adopt the following policy: in cases where a permitting authority disagrees with use of a particular county standard, the terms of the draft permit proposed by the permitting authority will control; but the applicant is required to promptly notify the County Park Commission of the permitting authority's position.

BE IT FURTHER RESOLVED, Parks Department staff are to raise any concerns with the permit in consultations with the applicant and the permitting authority.

BE IT FURTHER RESOLVED, this policy is retroactive for any signed agreements that have not yet been completed and any future agreements.

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.

HUMAN SERVICES: Yeas: Banas, Tennis, Sebolt, Nolan, Koenig **Nays:** None **Absent:** Naeyaert
Approved 02/05/2018

FINANCE: Yeas: Grebner, Anthony, Crenshaw, Tennis
Nays: None **Absent:** Koenig, Schafer **Approved 02/07/2018**

Ingham County Trails and Parks Program Application

ATTACHMENT C.

Match Requirement for Ingham County Trails & Parks Millage

The applicant is not required to provide match, however, applicants that do contribute match will receive additional points under the Scoring Criteria. Match being the applicant provided a portion of the total project cost.

Applicant match can be met by general funds, cash donations, and other grants or by donation of a portion of land that will be used for the project. All land value donations must be clearly documented in the grant application and supported by a letter of commitment by the landowner.

Additional forms of match may consist of credit for certain applicant-assumed costs directly related to the construction of the proposed project, including charged for local government-owned equipment and labor performed by the applicant's employees. Donations of goods and services may be used as all or part of the match if the applicant specifies the nature and can document actual values of the items or services. The source and amount of ALL donations must be clearly stated in the grant application and supported by a letter of commitment from the donor.

Match commitments must be secured prior to the application deadline for that current application round. Proof of secured match must be provided to the County grant coordinator on or before the deadline. Applications using millage funds as match for Federal or State grants will be reviewed on a case by case basis. Failure to provide match documentation by the application deadline may be declared ineligible.

Examples of secured match include:

- General fund-Resolution from local governing body committing to the match
- Cash donations- Letters of commitment from donors
- Other awarded grants- Letter from granting organization committing to the grant, explaining conditions of award, and information on the scope of work provided by the other grant. Applications for other grants are not considered a secure match source
- Donation of land value- Letter from land owner committing to donate a fixed percentage of the appraised fair market value.
- Donation of goods and services- Letter from the donor explaining the nature and value of the goods and services. The letter of donation must indicate number of hours or quantity of materials. The letter must include the quantity, dollar amount and for labor the number of hours and hourly rate. Pre-bid discounts such as percentage off a price are not accepted for documentation of match.
- In-kind/Force-account- Resolution from the governing body committing to the match

Secured match ensures there should not be a cash flow problems threatening the completion of the project. Changing match after the application deadline is highly discouraged and will require approval by the County and the grantee must provide documentation for this change.

ATTACHMENT D.

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

* The highlighted corridors are shown on Figure 32.

Ingham County Trails and Parks Program Scoring Criteria

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

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

0= no 5= yes

_____pts. (Max 10%)

2. Does this contribute to County connectivity?

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

_____pts. (Max 20%)

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

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

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

Yes or No?

0= no 5=yes

_____pts. (Max 10%)

4. Overall, how do you rate the project? Rate the project using the formula below for a total of 10 points minimum to 20 points maximum.

Considerations

For each bullet point met:

0-5 = 10 pts
6-10 = 15 pts
11-14 = 20 pts

20pts _____

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

_____pts. (Max 40%)

5. Rate the project by percent it contributes to an equitable geographical distribution of the millage funds. (% received to date per community will be noted on the viability report)

0-1% = 5 pts
>1-10% = 4 pts
>10-20% = 3 pts
>20-30% = 2 pts
>30% = 1 pts

_____pts. (Max 10%)

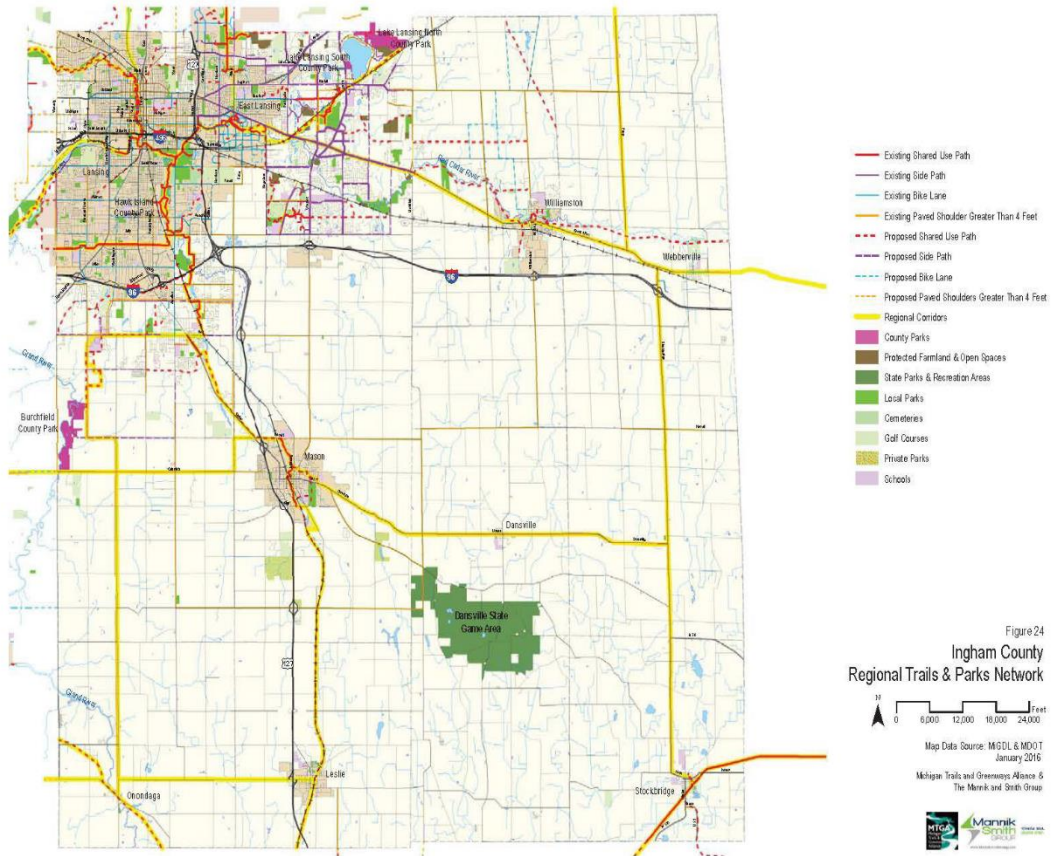
6. Is this project a grant request for a municipality contributing less than 5% of total county millage revenue collected to date? Reference Attachment B.

0= no 5= yes

_____pts. (Max 10%)

_____Total Points Scored (Total Possible 50)

Attachment A: Figure 24



Attachment B

Ingham County Trails and Parks Millage Estimated Revenue by Municipality

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

Updated 1-26-21

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

Table 18. New Trail Preferences

New Trail Preferences	Highlighted Corridor*	South Lansing/Delhi Township	Meridian Township	East Lansing	North Lansing	Mason/Leslie/Dansville/Stockbridge	Williamston/Webberville	Total	Online Survey	Combined Total
MSU to Lake Lansing Parks	M	10	19	12	7	3	1	52	126	178
Holt to Mason	J	14	6	6	4	34	2	66	65	131
Lansing River Trail North Extension	P	3	0	3	0	0	0	6	89	95
Lansing River Trail South Extension	Q	2	0	0	0	0	0	2	92	94
Lansing River Trail to Northern Tier Trail	N	0	0	3	1	0	0	4	87	91
Lansing River Trail to Clinton County	O	0	0	0	0	0	0	0	74	74
Red Cedar Water Trail	R	1	12	6	1	0	11	31	44	75
RAM Trail to Burchfield Park	H	10	0	1	6	0	1	18	53	71
Grand River Water Trail	S	2	0	0	0	0	1	3	43	46
Hayhoe Trail to Vevay Twp. Hall	C	1	0	1	0	20	1	23	16	39
Holt RAM Trail Extension East	I	1	0	0	3	0	0	4	33	37
Meridian Township to Webberville	K	0	5	0	0	0	2	7	22	29
North-South artery along Onondaga Rd.	D	0	0	0	0	1	0	1	17	18
Mason west to Eaton County	G	0	0	0	3	1	0	4	11	15
Southwest connector to Eaton and Jackson counties	A	0	0	0	0	1	0	1	13	14
Mason East to M-52	F	0	0	1	0	4	0	5	7	12
M-52 connection -Stockbridge to Webberville	E	0	0	1	0	0	1	2	6	8
Bellevue Rd. Connection -Leslie to Eaton County	B	0	0	0	0	1	0	1	5	6
M-52 connection -Webberville to Shiawassee County	L	0	0	0	0	0	0	0	1	1

* The highlighted corridors are shown on Figure 32.

Timeline for Trails and Parks Millage Application Round 8

January 3, 2023 - Application period opens

May 1, 2023 at 5:00 pm - Applications Due

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

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

June - TBD - Park Staff posts applications in shared drive for commissioners. Park Commissioners begin to do preliminary review.

July/August - Site Visits with Park Staff and Park Commissioners

September - Draft viability report sent to each applicant

October - Applicants present their proposals and Spicer Group presents their review to the Park Commission.

October 31 - Deadline for Park Commissioners online scoring and prepare Condensed Report of preliminary scoring for the November Park Commission meeting

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

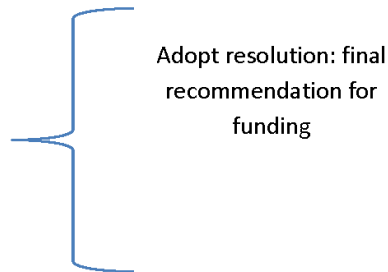
December - Deadline to get on agendas

December - Human Services

December - Finance

December - BOC

December - Applicants notified of decision



INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 14, 2022

Motion to Support the Resolution Authorizing the Ingham County Parks Department to apply for a Michigan Department of Natural Resources Spark grant for Lake Lansing Park North

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: November 17, 2022
SUBJECT: Authorization to apply for a Michigan Department of Natural Resources Spark grant for Lake Lansing Park North
For the meeting agenda of 12/5/22 Human Services and 12/7/22 Finance

BACKGROUND

The Parks Department has identified a need for boardwalk and playground replacements at Lake Lansing Park North as part of the Capital Action Program. The Parks Department is requesting to apply for the Michigan Department of Natural Resources Spark grant with no match requirement as it is state Federal ARPA monies granted by the State through the MDNR.

This grant application includes the following as detailed in the attached documents at Lake Lansing North Park:

- Replacement of boardwalks
- Replacement of a playground

ALTERNATIVES

The Parks Department is seeking input and approval to move forward with grant application to secure funding for this project.

FINANCIAL IMPACT

There would be no financial impact. The requested amount of the Michigan Department of Natural Resources Spark grant is \$1,000,000. There would be no local match.

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 Parks & Recreation Commission supported this resolution with the passage of a resolution at their November 14, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the attached resolution.

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - BOARDWALK & PLAYGROUND REPLACEMENTS
INGHAM COUNTY, MI**

GRAND TOTAL FOR ENTIRE PROJECT \$1,000,000.00

	<u>Grant Funds</u>	<u>Local Match</u>	<u>Total Project Cost</u>
<u>DNR SPARK GRANT:</u>	\$1,000,000	\$0	\$1,000,000
Match Percentage:	(100%)	(0%)	
 <u>OTHER COSTS:</u>			
N/A	\$0.00	\$0	\$0
 PROJECT TOTALS:	\$1,000,000	\$0	\$1,000,000

Local Match / Funding Sources:
NA

11/9/2022

Q:\Proj2022\129934SG2022 - Ingham County Parks & Trails Consulting 2022\09_Grants\2022-Spark\PEC_Spark_2022

PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - BOARDWALK & PLAYGROUND REPLACEMENTS
INGHAM COUNTY, MICHIGAN

Item No.		Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	Lump Sum	\$6,500.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	Lump Sum	\$12,200.00
3.	1	Lump Sum	Excavation & Rough Grading	Lump Sum	\$38,700.00
4.	1	Lump Sum	Remove Ex. Boardwalk	Lump Sum	\$9,240.00
5.	1	Lump Sum	Removal of Old Playground Equipment	Lump Sum	\$2,500.00
6.	1	Lump Sum	Boardwalk, complete replacement	Lump Sum	\$369,600.00
7.	1	Lump Sum	Playground Equipment, installed	Lump Sum	\$150,000.00
8.	1	Lump Sum	Concrete Edging around playground perimeter	Lump Sum	\$10,500.00
9.	1	Lump Sum	Safety Surface, Poured-In-Place Rubber	Lump Sum	\$56,000.00
10.	1	Lump Sum	Safety Surface, Engineered Wood Fiber, 12" compacted <i>(includes approx. 20cy for rain gardens)</i>	Lump Sum	\$7,200.00
11.	1	Lump Sum	Geotextile Fabric <i>(1 layer in play area)</i>	Lump Sum	\$6,145.00
12.	1	Lump Sum	Drainage <i>(500LF 4" perf. Pipe w/ sock in pea-stone trenches)</i>	Lump Sum	\$6,135.00
13.	1	Lump Sum	Crushed Limestone, 22A, C.I.P., 6" depth	Lump Sum	\$4,200.00
14.	1	Lump Sum	Concrete Path, 6 ft wide, non-reinforced	Lump Sum	\$12,000.00
15.	1	Lump Sum	Paved ADA Parking Spaces (2), HMA	Lump Sum	\$5,000.00
16.	1	Lump Sum	Bench w/ back and (1) armrest (Qty. 3)	Lump Sum	\$6,600.00
17.	1	Lump Sum	Bench w/o back (Qty. 2)	Lump Sum	\$4,000.00
18.	1	Lump Sum	Interpretive Sign (Qty. 1)	Lump Sum	\$2,500.00
19.	1	Lump Sum	Landscaping (Native Plantings)	Lump Sum	\$7,500.00
20.	1	Lump Sum	Landscaping (Rain Gardens)	Lump Sum	\$7,500.00
21.	1	Lump Sum	Site Restoration & Cleanup	Lump Sum	\$18,300.00
22.	1	Lump Sum	DNR Recognition Plaque	Lump Sum	\$400.00

11/9/2022

Q:\Proj2022\129934SG2022 - Ingham County Parks & Trails Consulting 2022\09_Grants\2022-Spark\PEC_Spark_2022

Page 2 of 3



**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - BOARDWALK & PLAYGROUND REPLACEMENTS
INGHAM COUNTY, MICHIGAN**

Item No.		Unit	Description	Unit Price	Amount
23.	1	Lump Sum	Construction Staking & Material Testing	Lump Sum	\$13,400.00
SUBTOTAL					\$756,120.00
Contingency					\$113,480.00
Engineering (15%)					\$130,400.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$1,000,000.00

11/9/2022

Page 3 of 3

Q:\Proj2022\129934SG2022 - Ingham County Parks & Trails Consulting 2022\09_Grants\2022-Spark\PEC_Spark_2022



LAKE LANSING PARK NORTH Playground & Boardwalk Improvements INGHAM COUNTY PARKS



- BLUE/GREEN TRAIL
- BLUE TRAIL
- GREEN TRAIL
- BLACK TRAIL
- ORANGE TRAIL
- YELLOW TRAIL
- RED TRAIL
- SPOILS TRAIL
- TREY POND TRAIL
- SKI TRAILS
- GRASSSED ACCESS
- EX. PAVED PATH
- RESTROOMS
- P# PARKING / LOT #LL
- S SHELTER



NOT TO SCALE

Spicer
group
www.spicergroup.com

DATE: NOVEMBER, 2022
JOB # 129934SG2022
DWG #
DRAWN BY: TMM
230 S. WASHINGTON AVE.
SAGINAW, MI 48607
(989) 754-4717



PARKING SUMMARY					
LOCATION	EXISTING		PROPOSED		REQUIRED
P/1	107	6	107	0	5
P/2	68	4	67	2	3
P/3	19	2	19	0	1

SITE IMPROVEMENT PLAN FOR
**LAKE LANSING PARK
 NORTH PLAYGROUND
 IMPROVEMENT**

INGHAM COUNTY



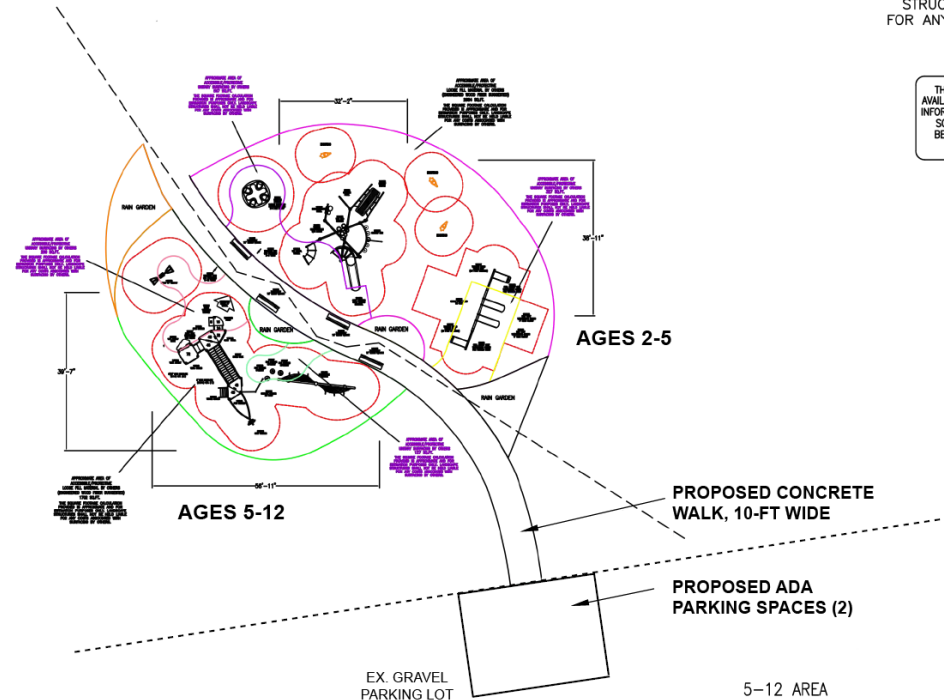
DATE: NOVEMBER, 2022
 JOB#: 12893450.2022
 DWG#



*NOTE: PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATIONS OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

THE SQUARE FOOTAGE CALCULATION PROVIDED IS APPROXIMATE AND FOR ESTIMATION PURPOSES ONLY. LANDSCAPE STRUCTURES SHALL NOT BE HELD LIABLE FOR ANY COSTS ASSOCIATED WITH SURFACING BY OTHERS.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION CONCERNING TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED AND UTILIZED IN THE FINAL DESIGN DEVELOPMENT.



2-5 AREA

TOTAL ELEVATED PLAY COMPONENTS	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	14	REQUIRED	0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	9	REQUIRED	9

5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS	7	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	4
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	4	REQUIRED	2
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	6	REQUIRED	4
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	4	REQUIRED	4



Lake Lansing Park North

Superior Play, LLC

Tim Sheffer

SYSTEM TYPE:
PlayBooster

DRAWING #:
82929-1-4

landscape
structures



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *). The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE ADA ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SURFACING MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A TRENCH DRAIN.

ACCESSIBLE/PROTECTIVE SURFACING TO BE A COMBINATION OF UNITARY AND LOOSE FILL MATERIALS.

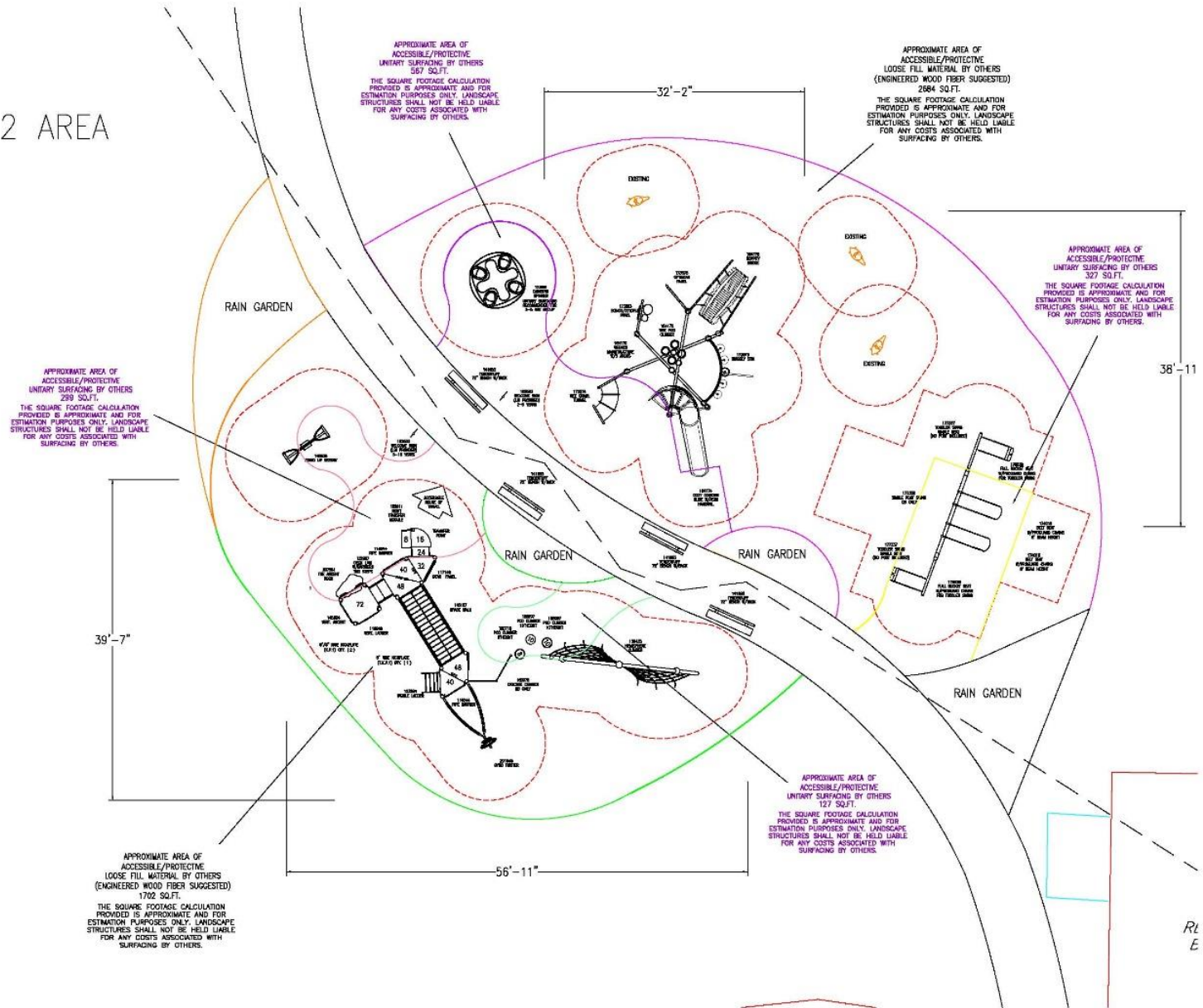
DESIGNED BY:
SG

COPYRIGHT: 1/23/17
LANDSCAPE STRUCTURES, INC.
801 7th STREET SOUTH - P.O. BOX 188
OLMUND, MINNESOTA 55339
PH: 1-800-328-0030 FAX: 1-763-872-8091

9/28/15	82929-1-3	SG
3/30/15	82929-1-2	SG
3/24/15	82929-1-1	SG
Date	Previous Drawing #	Initials



5-12 AREA





Lake Lansing Park North
2/8/22 82929-1-4-1

landscape
structures



Better playgrounds.
Better world.®
playlsi.com



Proudly presented by:
Tim Sheffer



Penchura



Lake Lansing Park North
2/8/22 82929-1-4-1

landscape
structures



Better playgrounds.
Better world.®
playlsi.com



Proudly presented by:
Tim Sheffer



Penchura



Williams Township Park

January 23, 2017 82929-1-4-3

landscape
structures



**Better playgrounds.
Better world.®**
playlsi.com



Proudly presented by:
Tim Sheffer



Penchura



Lake Lansing Park North

2/8/22 82929-1-4-1

landscape
structures



**Better playgrounds.
Better world.®**
playlsi.com



Proudly presented by:
Tim Sheffer



Penchura



Lake Lansing Park North

2/8/22

82929-1-4-1

landscape
structures



Better playgrounds.
Better world.®
playlsi.com



Proudly presented by:

Tim Sheffer



Penchura

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.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of November 14, 2022

Motion to Support the Resolution Authorizing a Contract with Kassbohrer All Terrain Vehicles for annual preventative maintenance on the snow groomer located at Hawk Island County Park

MOVED BY

SUPPORTED BY

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: November 17, 2022
SUBJECT: Kassbohrer All Terrain Vehicles, Sole Source
For the meeting agenda of 12/5/22 Human Services and 12/7/22 Finance

BACKGROUND

Hawk Islands snow groomer is a specialty piece of equipment that needs to be serviced annually by a specifically trained mechanic in order to keep in working condition for daily grooming of the Hawk Island snow tubing hill.

ALTERNATIVES

No alternatives since this piece of equipment needs regular maintenance in order to be in top working condition for the upcoming winter sports activities and tubing hill operation at Hawk Island County Park.

FINANCIAL IMPACT

There is \$11,250.00 available in line item 208-75600-931100 for the contract commencing in 2023. There is \$3,710.05 available in line item 208-75600-932000 for the services rendered in the 2022 snow park season.

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 Park Commission will review this request at their November 14, 2022 meeting.

RECOMMENDATION

Based on the information presented, I respectfully recommend approval of the resolution authorizing entering into a contract with Kassbohrer All Terrain Vehicles and payment for services rendered for the 2022 snow park season.

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.

Directors Report 2022
October 4th-Nov. 7th, 2022 (November 14th, 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.

- Working with staff and LAP consultants to go out to bid this winter for two grants at Hawk Island for work to be done on the south side of the lake with piers, accessibility and shade shelters as well as parking improvements. Also for McNamara Landing late January 2023 advertising for proposals for possibly for both these projects.
- Ongoing ROWE consulting Lake Lansing South two grants and fencing project. Purchasing put on the street for re-bidding of Lake Lansing South projects due November 30th. Hope to have bids to review by December PC meeting.
- Continued working with staff and Spicer Group on Prime professional services for LLN Maintenance building, LLS Parking Lot and easy dock (adding on for the design the QD corner which we will bring to the PC) as well as Bunker Landing looking at Winter bidding on this as well.
- Continued to work with staff and Controller's office on phase 2 Parks reorganization staffing request review by the Deputy Controller we plan to bring an updated proposal to the Park Commission in December.
- 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.
- Biked several additional trails with Nicole Wallace and looked at several Trails and Parks projects while on the trails.
- Attended NACPRO Board and Committee meetings (National Association of Parks and Recreation Organization).
- Attended Trails Focus MParks meeting.
- Attended Senior Staff meeting Controller.
- Hosted a site visit for Federal Community Grants projects for Holt to Mason trail with Congresswomen Slotkin and her aids, Nicole Wallace, and Deputy Controller Cypher.
- Met with Deputy Controller and Facilities Director to discuss next steps for the Energy Audit that was completed we will be meeting with the new Director once they County hires the position that will oversee this project for future planning. Staff will be looking at ways to implement what we can and plan for future budget request those that can not be done until the future working with the new Position/Person.
- Attended a SPARK MDNR grant workshop, over 2,000 people joined that webinar. There is 15 million available in round 1, and 65 million overall to be awarded by end of 2023. This is very competitive. We are applying round one for LLN boardwalks and accessible playground replacement projects, one million request. Round 2 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.
- We hope you got out to the parks to enjoy the spectacular Autumn colors as they were some of the best in recent memory, after the wind storm in early November all the leaves are now on the ground ☺



Kruger's Landing future site of a new Millage funded E-Z dock for the Red Cedar River!

November 2022 Parks Commission

Meeting Monthly Report

Hawk Island County Park Staff

- Worked with Landscape Architects and Planners for grant project on south side of the lake.
 - Opened reservation slots for snow tubing hill.
 - Began to split firewood for winter.
 - Put up warming building and prepped ticketing area.
 - Winterized Beach bathrooms.
 - Winterized drinking fountains and irrigation system.
 - Attended multiple meetings.
 - Worked with vendors to set up insulation install and electrical needs in storage building
 - Worked with Michigan DEQ on testing of Soldan Dog Park water.
 - Worked on several projects and improvements within the Soldan Dog Park within the closed section. (closed due to algae)
 - Spoke with Oakland County Parks about their Dog Parks.
 - Tested out all snowmaking equipment, pumps, etc.
 - Worked on CIP items.
-
- This was the first year we have ever had to ask people not to swim in the lake in November ☺



Ingham County Park Rules

Hard Copies
available at all Park
Gatehouses
or online
inghamcountyparks.org



SCAN ME

**HUNTING
PROHIBITED**

Lake Lansing Park Report – October/November

Highlights:

Attended Staff and Manager Meetings

Correspondence with ROWE, LAUX, boat launch neighbors, and fence contractor to talk about fence replacement and gate locations and launch replacement.

Attended Park Commission meeting

Discussed disc golf course with staff

Met with Bowman Concrete and monitored tee pad construction

Worked with Tim on possible LLS project changes

Attended SAD meeting

Discussed Stewardship plans with Tim M and Tim B

Attended DEI meeting with Feliz Rodriguez

Attended logo discussion

Park sign discussion with Tim M, Tanya, and Park Staff

Attended Human Services meeting in Tim M and Brian C absence

Organized and attended Band Shell meeting

Worked with BS Committee to start 2023 band schedule

Winterized seasonally open buildings

Planted trees for LLS fence project

Prepped and poured footings for LLS entrance/exit gates

Attended SPARK grant discussion with Tim M and Park Staff

Reviewed LLS Energy Audit

Completed final report for BS (Lansing Arts Council) grant

Worked with contractor on Carousel overhead door replacement





Burchfield Park October/November Manager's Report

- Meet with Tanya Moore from Spicer Group, Tim Morgan, and Brian Collins to discuss Bunker Landing grant on Oct. 11th
- Attended DEI/Parks meeting with Feliz Rodriguez on Oct. 12th
- Hosted Mason High School Senior volunteer workday. Over 60 volunteers to help plant 18 large shade tree on Oct. 13th
- Completed final MIAC Grant report for mParks
- Met with Anne Grofvert and Tim Morgan to discuss mParks design award application for Dirt School on Oct. 26th
- Staff setup ski rental building for winter operations
- Scout groups enjoyed overnight camping and activities to earn merit badges on two different weekends
- Attended parks staff meeting
- Assistant Manager attended energy audit meeting on Nov. 3rd
- Winterize seasonal waterlines and bathrooms
- Met with Greater Lansing Sports Authority representative about hosting winter quad ball tournament at Burchfield park
- Coordinated quad ball tournament set up with Midwest chapter president and event organizer for January event
- Coordinated park sign replacement with Road Dept. A total of 5 faded county park road signs were replaced for improved wayfinding
- CIP purchases including ski boot rental equipment and barrier rocks
- Continue barrier installation including boulders, concrete, gates, and trees
- Started splitting and stacking winter firewood for outdoor and warming house fires
- Hosted two disc golf tournaments (Boos and Birdies and No Shave November) during October and November
- Multiple downed trees removed from hiking and biking trails after windstorm. Working with Purchasing and Tim Morgan on Emergency funding to provide tree services to identify and remove remaining hazardous trees and hangers
- Continue mulching leaves in mowed areas and blowing off hiking and biking trails
- MMMBA volunteers replaced 3 sections of bridge in various parts of the mountain bike trail with over 50 hours of volunteer labor and \$2000 in donated material
- Order 6 new Chainstar Pro disc golf baskets to continue course improvements
- Cole Publiski took a new employment opportunity with Adrian Public Schools in facilities. We would like to thank him for his six plus year of service with Ingham County. We also would like to congratulate him on his new position; wishing him much success! The Parks Dept. is seeking qualified applicants for the vacant fulltime ranger position



MHS Seniors Planting Trees



MMMBA Bridge Work



Swing Gate Concrete



Split Firewood



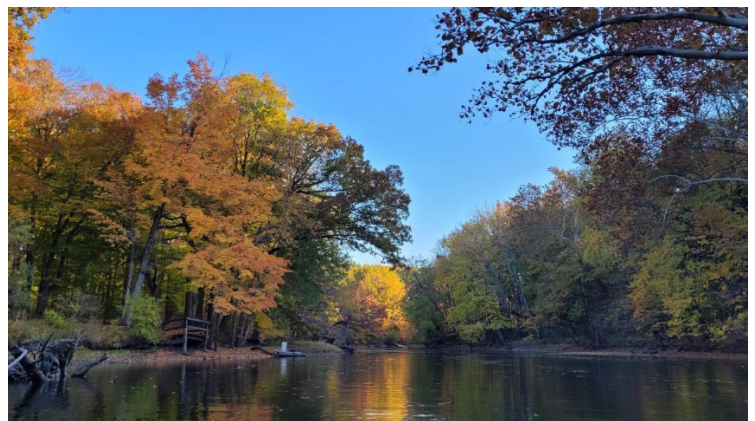
Windstorm Damage



New Disc Golf Baskets



MHS Volunteers!



Fall time at Burchfield Park

October - Parks Office Monthly Report

Meetings/Trainings

Met with Feliz Rodriguez on Diversity, Equity and Inclusion throughout our park
Phase II Reorganization Meeting
Logo and sign Meeting
Admin and full Staff Meeting

Contracts/Resolutions

Drafted/edited/submitted the following resolutions:

- Transfer of Wages Resolution
- Spicer Group – Prime Professional
- Millage COL TR028 & TR071
- Accepting Grant LW26-01860
- Accepting Grant LW26-01857

Customer Service

Staff getting dates in for public and private snow tubing reservations opened up on November 1st. We received 679 phone calls in the month of October.

Website

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

Accounting/Budget/Payroll

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

2022 Parks Budget as of 10.12.22

Revenue				
208 Fund	Original	Actual	Available	Percent
570000 State Grants	68,075.00	-	(68,075.00)	
600000 Shelter Fees	66,500.00	101,784.50	35,284.50	153%
600100 Disc Golf Fees	22,000.00	30,741.00	8,741.00	140%
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	67,063.45	18,913.45	139%
641120 Snowshoe Rental	-	484.00	484.00	
652000 Parking Fees	350,846.00	367,137.92	16,291.92	105%
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	13,896.00	3,896.00	139%
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	784,761.92	46,190.92	106%
698010 Carry Over Surplus Used	621,985.00	-	(621,985.00)	
699000 Revenue TSF IN - F101	2,036,518.00	509,129.50	(1,527,388.50)	25%
699228 Revenue TSF IN - Millage 228	51,500.00	51,500.00	-	100%
699500 Revenue TSF IN - CAP IMP	102,000.00	102,000.00	-	
Revenue Total	3,550,574.00	1,447,391.42	(2,103,182.58)	41%
Personnel Services				
208 Fund	Original	Actual	Available	Percent
704000 FT Wages	781,416.00	638,241.67	143,174.33	82%
705000 Seasonal Wages	728,384.00	521,139.27	207,244.73	72%
706000 FT Overtime	4,783.00	7,107.67	(2,324.67)	149%
706100 On Call Payments	5,320.00	1,960.00	3,360.00	37%
706700 Seasonal Overtime	1,787.00	1,742.80	44.20	98%

2022 Parks Budget as of 10.12.22

708000 Meeting Fees	9,750.00	4,275.00	5,475.00	44%
713000 Misc Fringes	-	-	-	
714000 Unemployment	3,942.00	5,633.07	(1,691.07)	143%
715000 Fica County Share	60,216.00	87,930.02	(27,714.02)	146%
715050 Liability Insurance	2,187.00	6,367.43	(4,180.43)	291%
716020 PHP Health Insurance	180,779.00	138,360.26	42,418.74	77%
716030 Health Waiver	3,784.00	2,837.43	946.57	75%
716035 Retiree Hlth Ins Chargeback	41,419.00	30,335.70	11,083.30	73%
716040 Retiree Hlth Ins Trust Chg	35,420.00	30,296.23	5,123.77	86%
716100 Dental Insurance	10,809.00	7,356.53	3,452.47	68%
716200 Vision Insurance	1,558.00	1,058.22	499.78	68%
716450 Seperation Buyout Chgback	13,778.00	11,788.41	1,989.59	86%
717000 Life Insurance	1,522.00	1,044.92	477.08	69%
717100 Disability Insurance	806.00	558.47	247.53	69%
718000 Retirement Program	194,804.00	143,017.27	51,786.73	73%
718500 Retirement Defined Contr.	7,609.00	6,111.83	1,497.17	80%
720000 Longevity	7,000.00	-	7,000.00	0%
722000 Wkcpmp Insurance	-	3,603.24	(3,603.24)	
Personnel Services Total	2,097,073.00	1,650,765.44	446,307.56	79%
Controllable Expenses				
208 Fund	Original	Actual	Available	Percent
726011 Concessions	33,400.00	33,486.19	(86.19)	100%
728000 Printing & Binding	12,000.00	4,163.26	7,836.74	35%
729000 Postage	4,500.00	864.52	3,635.48	19%
730000 Office Supplies	2,800.00	1,455.80	1,344.20	52%
731000 Photo-Copying & Supplies	600.00	-	600.00	0%
734000 Non-Capital Equipment	4,900.00	1,677.57	3,222.43	34%
22P07 Rental Equipment All Parks	50,000.00	48,934.92	1,065.08	98%
740000 Maintenance Supplies	130,136.00	108,578.73	21,557.27	83%
743000 Other Supplies	27,031.00	21,275.77	5,755.23	79%
745000 Uniforms	7,500.00	7,593.51	(93.51)	101%
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	35,922.06	2,077.94	95%

2022 Parks Budget as of 10.12.22

802800 Med Services - Physicals	1,000.00	-	1,000.00	0%
815000 Memberships & Subscriptions	3,500.00	2,159.11	1,340.89	62%
818000 Contractual Services	24,780.00	18,851.04	5,928.96	76%
PAZO1 POS System	36,716.00	26,547.11	10,168.89	72%
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	18,564.29	(6,064.29)	149%
901000 Advertising	10,750.00	753.86	9,996.14	7%
921050 Telephone	7,900.00	5,787.84	2,112.16	73%
921060 Telephone - Long Distance	-	47.23	(47.23)	0%
931100 Maint-Related Contractual	37,433.00	32,629.38	4,803.62	87%
932000 Equipment Repair & Maint	50,470.00	61,434.01	(10,964.01)	122%
942000 Equipment Rental	8,138.00	1,456.53	6,681.47	18%
957120 Sales Tax	3,650.00	4,135.37	(485.37)	113%
957130 Other Taxes	-	1,936.34	(1,936.34)	0%
960000 Training	5,300.00	3,429.25	1,870.75	65%
974000 LL Disc Golf Course	50,000.00	32,979.83	17,020.17	66%
21P03 BUR Dirt School	208,075.00	172,956.10	35,118.90	0%
22P03 LL Tree & Dead Branch Removal	12,000.00	9,300.00	2,700.00	78%
22P08 Bunker Road Landing	112,000.00	4,382.00	107,618.00	4%
22P15 Safety Enhancements	120,000.00	13,885.00	106,115.00	12%
20P02 HI Fence/Gates/Gatehouse	23,863.00	8,760.61	15,102.39	0%
20P03 BUR Gates & Connecting Barriers	40,986.00	25,537.60	15,448.40	
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	738,175.58	510,452.42	59%
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	59,995.32	21,985.68	73%

2022 Parks Budget as of 10.12.22

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	169,423.92	35,449.08	83%
Total Revenue	3,550,574.00	1,447,391.42	(2,103,182.58)	41%
Total Expenses	3,550,574.00	2,558,364.94	992,209.06	72%
Difference	-	(1,110,973.52)		

208 Fund Balance as of 1.1.22

\$591,125.76

Projected Fund Balance as of 8.31.22

(\$519,847.76)

Trails & Parks Millage Program Coordinator Report

October 2022

For: Park & Recreation Commission Meeting

November 14, 2022

- Continuing to work on paperwork-contracts/short forms/amendments
- Attended TCRPC Regional Trails Plan Advisory Committee Meeting
- Worked with staff on social media updates
- Website updates-added new photos of in progress/completed projects – Leroy Township new basketball court, East Lansing Northern Tier Trail, and Stockbridge new skate park/volleyball, Williamston new kayak/canoe launch
- Checked out project TR003 and biked East Lansing Northern Tier Trail
- Checked progress on project TR044 Krueger Landing universally accessible canoe/kayak launch
- Millage update meeting with Tim M., Brian, Coe, Tim B., Chris, Tanya, and Cindy
- Attended zoom public hearing for the proposed conversion of Lake Lansing Road and the reconfiguration of the intersection between Lake Lansing Road, Towar Avenue and Birch Row Drive
- Presented update on the Holt to Mason trail for the Alaieton Township Board Meeting with Tim and George Hayhoe
- Attended bi-weekly admin meetings
- Meeting with City of Leslie Manager Ron Bogart, engineer Alan Smaka, and Tim Morgan to discuss projects TR104, TR106 and Leslie Township project TR091
- Meeting with Feliz Rodriguez and parks staff to discuss diversity, equity & inclusion
- Attended mParks Trails Focus Group
- Checked out project TR101 Leroy Township Simmons Memorial Park improvements – new basketball court
- Checked out project TR107 Stockbridge Veteran's Park – updated new skate park, volleyball, and took before videos for site of trail improvement project
- Checked out project TR110 City of Mason - Columbia Street Bridge - Protected Walkway
- Completed IT security training videos
- Continue to process 7th round contracts
- Edited GoPro videos and posted to our YouTube channel:
<https://www.youtube.com/channel/UClwC1gaJjKNGflbIDlfeY1Q>
- Processed 25% upfront payments for the following round 7 contracts:
 - TR104 Leslie Shared Use Path - Hull Rd to S Cameo Dr
 - TR106 City of Leslie Shared Use Path - Middle School to Russell Park
- Biked Delhi trails, from Valhalla Park past Maguire Park, back to Valhalla Park to Esker Landing
- Attended full staff meeting
- Edited scoring criteria and application for next millage round 8
- Attended Spark Grant Overview Webinar

- Site visit with Congresswoman Slotkin and staff members, Commissioner Trubac, Jared Cypher, and Tim Morgan for the Community Project Funding grant application for 2.75 million through the Department of Transportation's Highway Infrastructure Program for the proposed Holt to Mason path for the gap between College Road and Kerns Road which includes crossing over US-127.



Rep. Elissa Slotkin

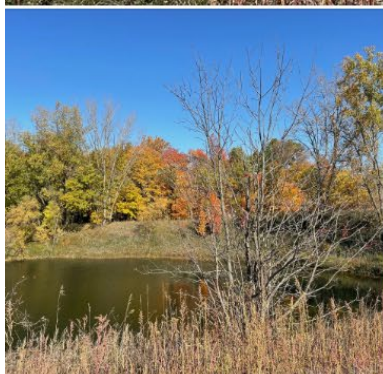
1h · 🌐



Yesterday afternoon, all we had to do was wait a little bit for the sun to come out before heading to Mason to hear about plans for completing the beautiful Holt-Mason Trail. This path is part of the Delhi Township Trail system, which connects Holt to the Lansing River Trail.

Folks in the area love this trail for walking, jogging, and cycling, and it's easy to see why on a day like this. In Congress, I've been advocating for federal funding to help local officials finish construction the trail's final connection.

It was great to meet with Tim Morgan and his team who oversee the park, and to hear more about how popular the Holt-Mason Trail has become with folks all over Ingham County.





Project TR110 Mason Columbia Street Bridge Protected Walkway - delineator markers



Project TR101 Leroy Township Simmons Memorial Park – new basketball court

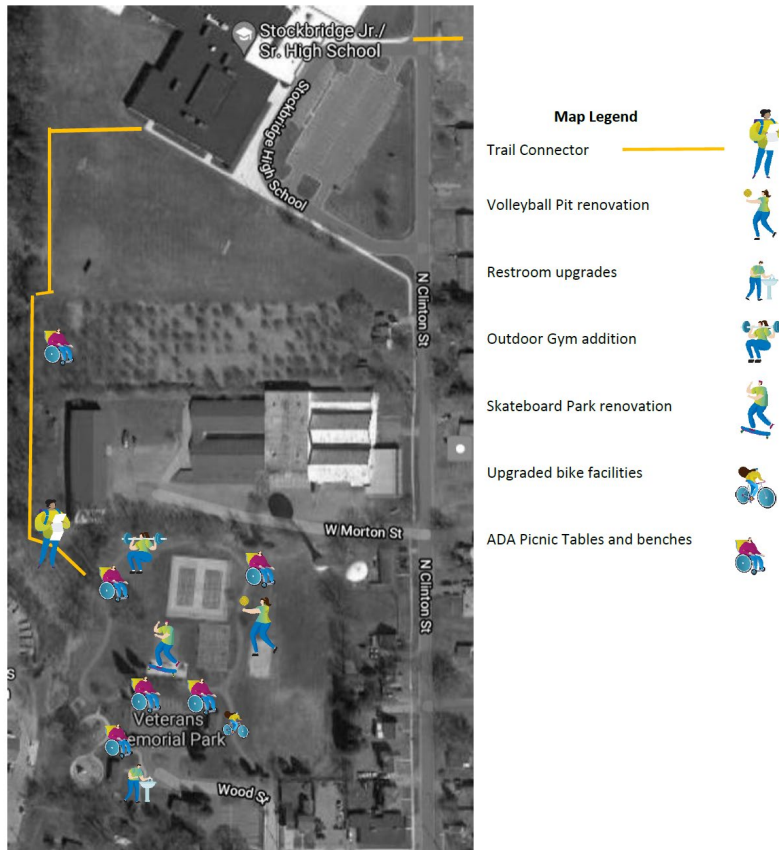


Stockbridge Veterans Memorial Park project TR107 updated new skate park

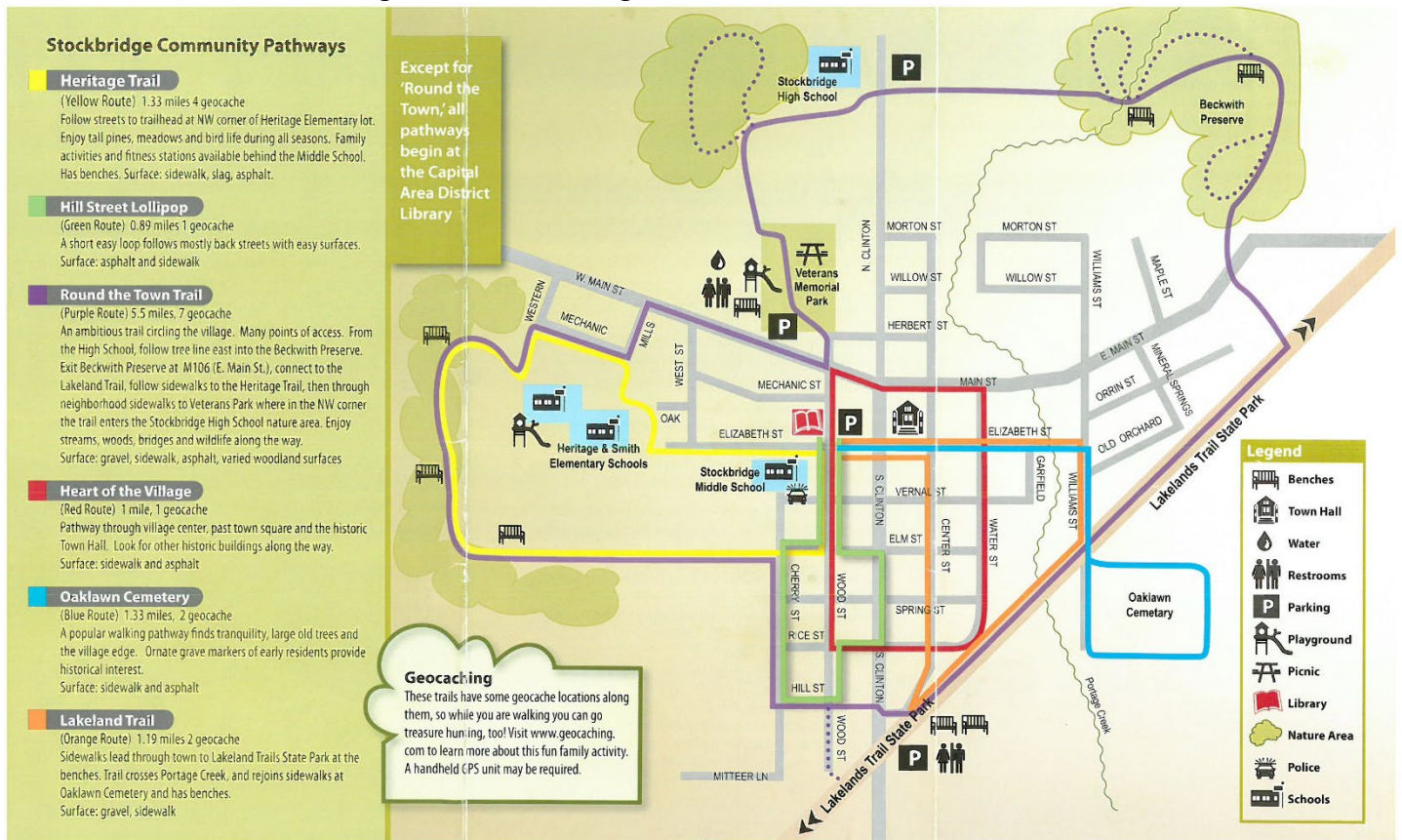


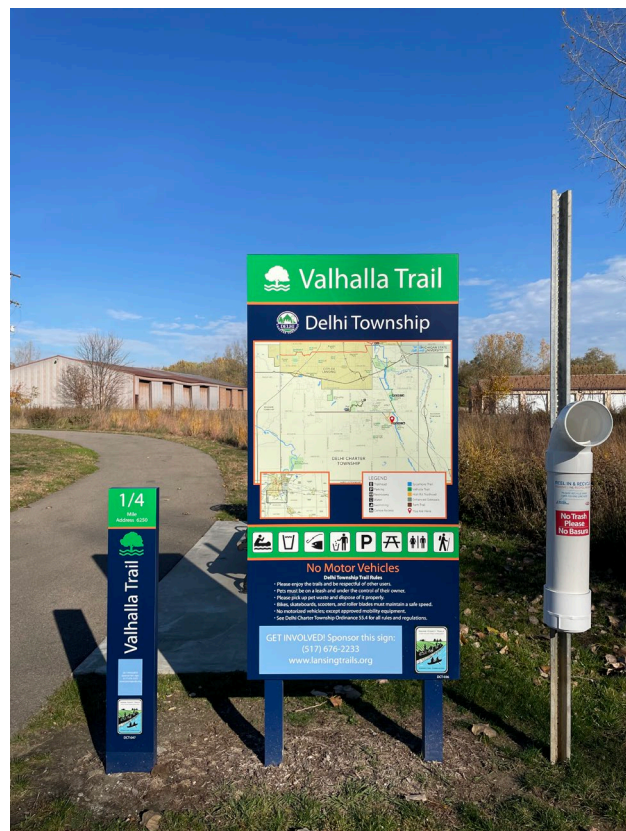
Stockbridge Veterans Memorial Park project TR107 before photo - future site of a pathway addition that connects Veterans Park to Mike Levine Lakelands Trail State Park, Stockbridge Junior/Senior High School, and Beckwith Nature Preserve –see map below:

Construction for the trail marked in orange will begin in 2023:



Zoomed out map showing connections to Mike Levine Lakelands Trail State Park, Stockbridge Junior/Senior High School, and Beckwith Nature Preserve:





Biked from Valhalla Park past Maguire Park and then back to Valhalla Park to Esker Landing and identified additional wayfinding signage needed

Millage Projects - Completed

Project No.	Description
TR001	CL - RT - Overlay/Partial Reconstruction
TR002	MT Trail Rehab
TR004	CL - RT - Overband/Crack Sealing
TR005	CL - RTW - Wall and Pavement Repair
TR006	CL - RTW - Moores River Dr Trail Repair
TR007	EL-07-NTT-SWL Bridge (W of Abbott Rd)
TR008	EL-04-NTT-SWL Bridge (Whitehills Park)
TR009	EL-03-ELT-RC Bridge (Hagadorn Rd)
TR010	(EL) CL-22-ELT-RC Bridge (Kalamazoo St)
TR011	EL-05-NTT-SWL Bridge (Harrison Meadows)
TR012	EL-06-NTT-SWL (E of Abbey Rd)
TR013	CL-29-LT-GR Bridge (Oakland Ave)
TR014	CL-26-LT-GR Bridge (Lansing Ctr/ Mich Ave)
TR015	CL-16-LTE-RC Bridge (Potter Pk Zoo Creek)
TR016	CL-20-LTE-RC Bridge (under RR,N of Crego Pk)
TR017	CL-09-LTW-GR Bridge (E of Moores Pk)
TR018	CM-03-HAY-SC Bridge (Cemetery to Gardens)
TR021	MT-07-MIP-DR Bridge (E of Okemos Rd)
TR022	MT-03-PK-DR Bridge (Central Park South)
TR023	MT-05-PK-DR Bridge (NL Moore Park)
TR024	MT-04-PK-DR Bridge (NL Moore Park)
TR025	MT-02-MP-DR Bridge (W of Okemos Rd)
TR026	MT-01-PK-SWL Bridge (Hartrick Park)
TR027	MT-06-MIP-DR Bridge (W of Okemos Rd, Interurban)
TR029	CL - Bank Stabilization, Grand River North
TR030	CL/FLRT - Trail Ambassador
TR032	CM - Hayhoe Trail Extension and Trailhead
TR034	Leslie - Trail Planning
TR035	Aurelius - Glenna Droscha Community Park
TR036	Aurelius - 5 Yr Plan
TR037	CL/FLRT - Trail Ambassador
TR038	CL - Bank Stab.-Wash Ave
TR039	CL-09-LTW-GR Bridge
TR042	CL - City Market C/K Launch
TR043	CL - Moores Park C/K Launch
TR045	Leroy - Simmons Memorial Park
TR046	CM - Hayhoe RW Ext - Kerns Rd
TR047	MT - Old Raby Culvert
TR048	Stockbridge - Lakelands Trail Resurfacing
TR049	MT - Okemos Rd Ped Boardwalk
TR050	Delhi - Trail Planning
TR052	Williamston - RC River Water Trail
TR053	Lansing Twp-Waverly Rd Shared Use Path
TR055	CL/FLRT -Volunteer Trail Ambassador Coordinator
TR057	East Lansing - NTT Ped Connection at Riviera Dr

TR062	CL - Trail Connector-Cambridge to Frances Park
TR064	CL - Bridge 18
TR065	CL-Bridge 13
TR066	CL - Bridge 15
TR067	CL - Bridge 14
TR068	MT-MSU to Lake Lansing Connector, Phase 2b-Okemos Road
TR069	Williamston-Downtown Water Trailhead & Launch
TR078	Leslie Twp-Township Grounds Trail
TR079	CL-River Trail Extension-Saginaw to Oakland
TR085	CL/FLRT-Volunteer Trail Ambassador Coordinator
TR092	MT-MSU to Lake Lansing Connector, Phase 3, Shaw St.
TR108	CL - River Trail Bank Stabilization - Mt Hope Cemetery

Millage Projects - In Progress

Project No.	Description
TR003	EL - NTT- Trail R&M
TR028	CL - US 127 Pathways
TR031	MT - MSU to Lake Lansing Trail, Phase I
TR033	EL - NTT - Connection through White Park
TR040	CL-21-LTE-RC Bridge
TR041	CL - Fenner Pathway Extension
TR044	CL - Krueger Landing C/K Launch
TR054	MT-MSU to Lake Lansing, Phase 2
TR056	CL - Bridge 31 Repair
TR058	East Lansing - NTT Ped Connection at Colorado Dr
TR059	IC-Hawk Island Park
TR060	Dansville - Trail Plan
TR061	IC-LLS Park
TR063/TR070	Delhi-Holt to Mason, Phase 1 & 2
TR071	CL-Bear Lake Pathway
TR072	CL-Bridge 26
TR073	CL-Bridge 25
TR074	CL-Bridge 24
TR075	CL-Bridge 12
TR076	CL-Bridge 11
TR077	CL-Bridge 28
TR080	MT-East Lansing NTT Connection
TR081	IC-McNamara Landing (Parking Lot)
TR082	IC-Lake Lansing South Improvements (Access & Fence)
TR083	CL-Red Cedar Water Trail
TR084	IC-Hawk Island Park
TR086	IC-Lake Lansing Boat Launch
TR087	IC-LLN Boardwalk, Phase 1
TR088	IC-LLN Boardwalk, Phase 2
TR089	IC-Burchfield Park - Cabins/Trail
TR090	IC-Burchfield Park - River Access (Riverbend)
TR091	Leslie Twp - Hull Rd. Walking Path
TR093	MT-Regional Trail Map

TR094	Onondaga Twp - Baldwin Park - Kayak Launch/Bridge
TR095	CM - Jefferson Trailhead / Community Garden Improvements
TR096	CL/FLRT - Trail Ambassador Coordinator
TR097	Vevay Township Community Park and 5-Year Recreation Plan
TR098	Leslie Township Grounds Lighting & Recreational Improvements
TR099	Lansing Twp - Waverly Rd Shared Use Pathway, Phase II - Feasibility Study
TR100	Williamston - Memorial Park Trail Planning & Engineering
TR101	Leroy Township - Simmons Memorial Park Improvements
TR102	MT - MSU to Lake Lansing Connector Trail, Phase III
TR103	CM - Hayhoe Riverwalk Trail - Repair
TR104	Leslie Shared Use Path - Hull Rd to S Cameo Dr
TR105	Alaiedon Township - Leek Cemetery Nature Trail & Improvements
TR106	Leslie Shared Use Path - Middle School to Russell Park
TR107	Greater Stockbridge Connectivity & Wellness Park Enhancements
TR109	CL - River Trail - Overband & Crack Sealing
TR110	CM - Columbia Street Bridge - Protected Walkway Construction
TR111	IC - Hawk Island Boardwalk Replacement Phase 3
TR112	CL - Montgomery Drain - Ranney & Red Cedar Park Pathways
TR113	IC - Lake Lansing Park North - MSU-LL Trail Connector



FLRT Trail Ambassador Program Coordinator Monthly Report November 2022

- Updated website with presentations from FLRT Annual Meeting
- Ordered, picked up, and installed two sets of sponsor signs (one new, one replacement)
 - Ordered 1 additional sponsor sign
- Monitored several sections of river trail
- Continued implementation and data transfer to new membership database software
- Drafted and scheduled eNewsletter
- Drafted and scheduled social media
- Monitored trail activity updates
- Beginning initial 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

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