

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, March 13, 2023

Monday, March 13, 2023

PUBLIC MEETING

To Hear Suggestions and Comments from the Public
Regarding multiple proposed Michigan Department of Natural Resources
grant application for park improvements at Burchfield Park

5:30pm

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

and

PARKS & RECREATION COMMISSION MEETING

Start Time: Immediately Following Adjournment of Public Meeting

1. **Call to Order – Public Meeting**
2. **Public Meeting**
The purpose of this Public Meeting is to Hear Suggestions and Comments from the Public Regarding multiple proposed Michigan Department of Natural Resources grant application for park improvements at Burchfield Park - [Page 3](#)
3. **Adjournment – Public Meeting**
4. **Call to Order – Parks & Recreation Commission Meeting**
A. Introductions of Park Commission and Staff
5. **Approval of Minutes**
Minutes of February 13, 2023 regular meeting will be considered - [Page 5](#)
6. **Limited Public Comment ~ Limited to 3 minutes with no discussion**
7. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions

8. DISCUSSION ITEMS

- A. Ingham County Parks Video: <https://youtu.be/ZxIhTYAhLco>
- B. Day Camp Scholarship Proposal – Page 17

9. CONSIDERATION OF CONSENT AGENDA ** (See below)

10. ACTION ITEMS

- A. Authorize applying for the DNR Trust fund grant for Burchfield – Riverbend Natural Area – Pg 18
- B. Millage Transfer of CIP Trail monies - Page 25

11. ADMINISTRATIVE REPORTS

- A. Director - Page 29
- B. Park Managers - Page 31
- C. Administrative Office – Page 34
- D. Millage Coordinator Report - Page 35
- E. FLRT Trail Ambassador Report – Page 36

12. Board/Staff Comments

13. Correspondence and Citizen Comment – Page 37

- A. Ralya Elementary School
- B. Sandy Schrems

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

15. Upcoming Meetings

- A. Date: Monday, April 10, 2023; Time: 5:30pm
Parks & Recreation Commission Meeting
Human Services Building
Conference Room A
5303 S. Cedar St.
Lansing, MI 48911

16. 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 Cherry Hamrick, Vice-Chair Stephanie Thomas, Secretary Steve James, Commissioner Simar Pawar, Commissioner Chris Trubac, Matthew Ferguson, Brett Marr, Paul Pratt, Nathan Triplett, Nickolas Lentz

**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.

AGENDA

The packet is available on-line by going to bc.ingham.org, choosing the "Events Calendar," and clicking on Monday, March 13, 2023

Monday, March 13, 2023

5:30pm

PUBLIC MEETING

**To Hear Suggestions and Comments from the Public
Regarding multiple proposed Michigan Department of Natural Resources
grant application for park improvements at Burchfield Park**

- 1. Chair to Call Public Meeting to Order**
- 2. Introductions**
- 3. Chair to State Purpose of the Public Meeting and Inform the Public of the Commission's Rules for Public Meetings**
 - A. Any member of the public may address the Commission for up to (3) minutes per individual as scheduled on the agenda at the beginning of each meeting, and up to three (3) minutes at the end of the meeting at the time scheduled on the agenda for public comment.
 - B. At the discretion of the President, this time may be extended by granting an additional one (1) minute.
 - C. During an agenda item, members of the public may not address the Commission unless recognized by the President.
- 4. Limited Public Comment**
- 5. Presentation Scope of Work – Tim Morgan, Parks Director**
- 6. Chair to Open the Floor for Questions from the Public**
- 7. Chair to Recognize and Ask for Presentations on the Proposed Project from Members of Other Public Agencies, if in attendance**
- 8. Chair to have Recording Secretary Read into the Record any Correspondence Received**
- 9. Chair to Open Public Comment**

10. Chair to Adjourn Public Meeting

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
February 13, 2023

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: Stephanie Thomas, Steve James, Simar Pawar, Paul Pratt (5:38pm), Nathan Triplett, Matthew Ferguson

Absent: Cherry Hamrick, Bret Marr, Commissioner Trubac

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, Commissioner Pena, John Lazet

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

Minutes: **Moved by Mr. Ferguson and Supported by Ms. Pawar** to approve the January 9, 2023 minutes of the regular meeting as written:
Yes- 5; No-0. MOTION CARRIED.

LATE ITEMS / CHANGES / DELETIONS

Agenda Item #7E: Resolution to authorize an agreement with American Rental, Inc. to provide sanitation services for the Ingham County Parks Department and Ingham County Fairgrounds.

LIMITED PUBLIC COMMENT

None.

ACTION ITEMS

PLM Lake and Land Management Corp

Motion to Support the Resolution Authorizing a Contract with PLM Lake and Land Management Corp for lake weed treatment at Hawk Island County Park and Burchfield County Park

Yeas: Thomas, James, Pawar, Pratt, Triplett, Ferguson

Nays: None

Absent: Hamrick, Marr, Trubac

Adopted as part of the consent agenda.

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their March 14, 2023 meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A CONTRACT WITH PLM LAKE AND LAND MANAGEMENT CORP FOR LAKE WEED TREATMENT AT HAWK ISLAND COUNTY PARK AND BURCHFIELD COUNTY PARK

WHEREAS, the Parks Department solicited proposals from qualified and experienced contractors for the purpose of entering into a contract to provide lake weed treatment at Hawk Island County Park and Burchfield County Park; and

WHEREAS, after careful review and evaluation of the proposals received, staff recommends that a contract be awarded to PLM Lake and Land Management Corp.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners approves entering into a contract with Lake and Land Management Corp for the purpose of lake weed treatment in the amount of \$15,690.00.00 for a 3-year contract and a contingency of \$2,000.00 for a total amount of \$17,690.00 for Hawk Island and \$4,135.00 for a 3-year contract and a contingency of \$2,000.00 for a total amount of \$6,135.00 for Burchfield Park for a total amount not to exceed \$23,825.00.

Project	Yearly Cost	3 year total Amount	Contingency	3 year total with contingency
HI weed treatment – maint-related contractual – 208-75600-931100	\$5,130.00 -2023 \$5,130.00 -2024 \$5,430.00 -2025	\$15,690.00	\$2,000.00	\$17,690.00
BUR weed treatment – maint-related contractual - 208-75300-931100	\$1,345.00 -2023 \$1,345.00 -2024 \$1,445.00 -2025	\$4,135.00	\$2,000.00	\$6,135.00

BE IT FURTHER RESOLVED, that this agreement shall be effective the date of execution through December 31, 2025.

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.

Disc Golf Tournament Fees

Ms. Pawar inquired as to the reasoning for needing tournament fees. Mr. Emens explained that the fees are to cover the cost of administrative and staff costs due to the larger attendance associated with these events.

Motion to Support the Resolution to adopt a fee for disc golf tournaments and disc golf and parking combo fee at the Ingham County Parks

MOVED BY MR. FERGUSON, SUPPORTED BY MR. JAMES

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.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO ADOPT A FEE FOR DISC GOLF TOURNAMENTS AND DISC GOLF AND PARKING COMBO FEE AT THE INGHAM COUNTY PARKS

WHEREAS, the Ingham County Parks identified the need for a fee to be charged for disc golf tournaments to be held at the Ingham County Parks in addition to an annual disc golf and parking combo fee; and

WHEREAS, these fees would cover administrative and staff costs due to the large attendance at these events; and

WHEREAS, the Ingham County Parks Commission recommends that the Board of Commissioners approve the new fees.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby approves the following entry fees for disc golf tournaments at the Ingham County Parks.

- Less than 50 entries = \$50 event fee + \$5 per entry
- 51-100 entries = \$75 event fee + \$5 per entry
- Over 101 entries or tournaments/events where the courses needed to be closed for sanctioned events = \$200 + \$5 per entry – OR – charge a flat rate of \$1000/day which would include the greens fees (over 150 entries)
- Annual Disc Golf and Parking Combo for \$10 less.
 - Resident combo = \$70/year – good for both parks
 - Non-Res combo = \$80/year – good for both parks
- Fees can be waived at the discretion of the Park Manager or Director

BE IT FURTHER RESOLVED, that the fees shall become effective upon passing of this resolution.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget adjustments required as a result of this resolution

Lift station project with Meridian Township

Motion to Support the Resolution Authorizing a Memorandum of Understanding with Meridian Township for the lift station project at Lake Lansing Boat Launch

Yeas: Thomas, James, Pawar, Pratt, Triplett, Ferguson

Nays: None

Absent: Hamrick, Marr, Trubac

Adopted as part of the consent agenda.

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their March 14, 2023 meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE A MEMORANDUM OF UNDERSTANDING WITH MERIDIAN TOWNSHIP FOR THE LIFT STATION PROJECT AT LAKE LANSING BOAT LAUNCH

WHEREAS, the Ingham County Parks Department collaboratively works with the Meridian Township; and

WHEREAS, Meridian Township is in the process of preparing plans for the replacement of the Townships sanitary sewer lift station located within the Lake Lansing Boat Launch area; and

WHEREAS, in addition to the sanitary sewer lift station, Meridian Township will be installing an oil and grit interceptor downstream of the wash bay to capture runoff before discharging to the new lift station; and

WHEREAS, Meridian Township requested assistance from the Ingham County Parks in the form of a reimbursement not to exceed \$10,000 to facilitate the installation of an oil and grit interceptor.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes a Memorandum of Understanding with Meridian Township and the Ingham County Parks with a reimbursement to Meridian Township not to exceed \$10,000 for the lift station project at Lake Lansing Boat Launch.

BE IT FURTHER RESOLVED, that there are funds available in Parks Department line item 228-75999-974000-21P02.

BE IT FURTHER RESOLVED, that the County Parks will work with the County's legal team to review the Memorandum of Understanding language prior to agreeing.

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.

Cultural Diversity Giveaway Motion

Motion to Approve Visitor Incentive Program

Yeas: Thomas, James, Pawar, Pratt, Triplett, Ferguson

Nays: None

Absent: Hamrick, Marr, Trubac

Adopted as part of the consent agenda.

To approve the following visitor incentive program as authorized per Board of Commissioners Resolution #15-397:

Collaborating with the Ingham County Cultural Diversity, Equity and Inclusion Committee, Ingham County Park staff will be providing door prizes to the Annual Cultural Diversity Luncheon and Unity in the Community Picnic.

American Rental

Motion to Support a Resolution Authorizing an agreement with American Rentals, Inc. to provide sanitation services for the Ingham County Parks Department and Ingham County Fairgrounds

Yeas: Thomas, James, Pawar, Pratt, Triplett, Ferguson

Nays: None

Absent: Hamrick, Marr, Trubac

Adopted as part of the consent agenda.

To recommend forwarding the attached resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion at their March 14, 2023 meeting.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AGREEMENT WITH AMERICAN RENTALS, INC. TO
PROVIDE
SANITATION SERVICES FOR THE INGHAM COUNTY PARKS DEPARTMENT AND
INGHAM COUNTY FAIRGROUNDS**

WHEREAS, the current contract with American Rentals, Inc. portable restroom services at various Ingham County Parks and the Ingham County Fair will expire on March 21, 2023; and

WHEREAS, a decision was made to put out an RFP for the Parks and Fairgrounds together in order to obtain the most cost effective pricing; and

WHEREAS, American Rental Inc. had the low bid and in accordance with the Ingham County Purchasing Policies, the Purchasing Director, the Ingham County Parks Commission, and the Ingham County Fair Board recommends the bid be accepted; and

WHEREAS, the annual cost for the Parks will be \$10,955.00 in addition to a monthly fuel surcharge (\$8-10 per month) for a total for the Parks not to exceed \$11,075.00 annually; and

WHEREAS, the annual cost for the Fairgrounds will be \$450.00 in addition to a monthly fuel surcharge (\$8-10 per month) for a total for the Fairgrounds not to exceed \$570.00 annually.

THEREFORE BE IT RESOLVED, the Board of Commissioners authorizes entering into a three year contract effective March 22, 2023 with Ingham County and American Rentals, Inc. at 4901 W Grand River, Lansing, MI 48906 in an amount not to exceed \$11,075.00/annually for the Ingham County Parks and \$570.00/annually for the Ingham County Fairgrounds to provide portable restroom services.

BE IT FURTHER RESOLVED, the Board of Commissioners authorizes an agreement with American Rentals, Inc. for a three-year period with an option to renew for an additional two-year period.

BE IT FURTHER RESOLVED, the Ingham County Board of Commissioners authorizes the Board Chairperson to sign any necessary documents that are consistent with this resolution and approved as to form by the County Attorney.

DISCUSSION ITEMS

None.

BOARD/STAFF COMMENTS

Nicole discussed funding opportunities (Attached).

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 5:52pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

Top Priorities - Ingham County Parks

Location	Rank	Projects	Funding Source	Amount
BUR / Holt	1	Holt High School to Burchfield Park Ram 2 Trail extension New	State Budget Grant	\$5,000,000
HAWK	2	Replace / Update Splash Pad amenities, features, shade. Build above ground pump house (eliminate pit) to store all mechanical; update utilities as needed and add shower tower(s)	State Budget Grant	\$3,000,000
Stockbridge/Chelsea (Ingham / Jackson)	3	Stockbridge to Chelsea connection trail Ingham/Jackson County sections	State Budget Grant	\$4,000,000
			Total:	\$12,000,000

BUR is Burchfield Park - Ingham County Parks

Holt is in Delhi Township Ingham County

HAWK is Hawk Island - Ingham County Parks

Stockbridge/Chelsea project is in Ingham County and Jackson County

Holt High School to Burchfield Park Ram 2 Trail Extension

The Ram 2 Burchfield Trail extension (new trail) is the culmination of a master plan to provide a recreation trail connecting the Ram trail from Holt High School to Burchfield Park in Ingham County. The trail is a priority for the County Trails and Parks Program. The proposed alignment traverses a scenic area along Grovenburg Road of the county and will be designed to be appreciated by persons with all abilities with universal accessibility as well as by more active joggers and bicyclists. The Ram Trail will provide connectivity to the local Sycamore Trail and the regional Lansing River Trail and trails network throughout the County.

The Ram 2 Burchfield Trail extension will bridge the current connection from the Holt High School and Burchfield Park and is an excellent long term investment and will provide a critical non-motorized connection to the premier park in Ingham County for county residents.

Hawk Island



Example of
possible structures

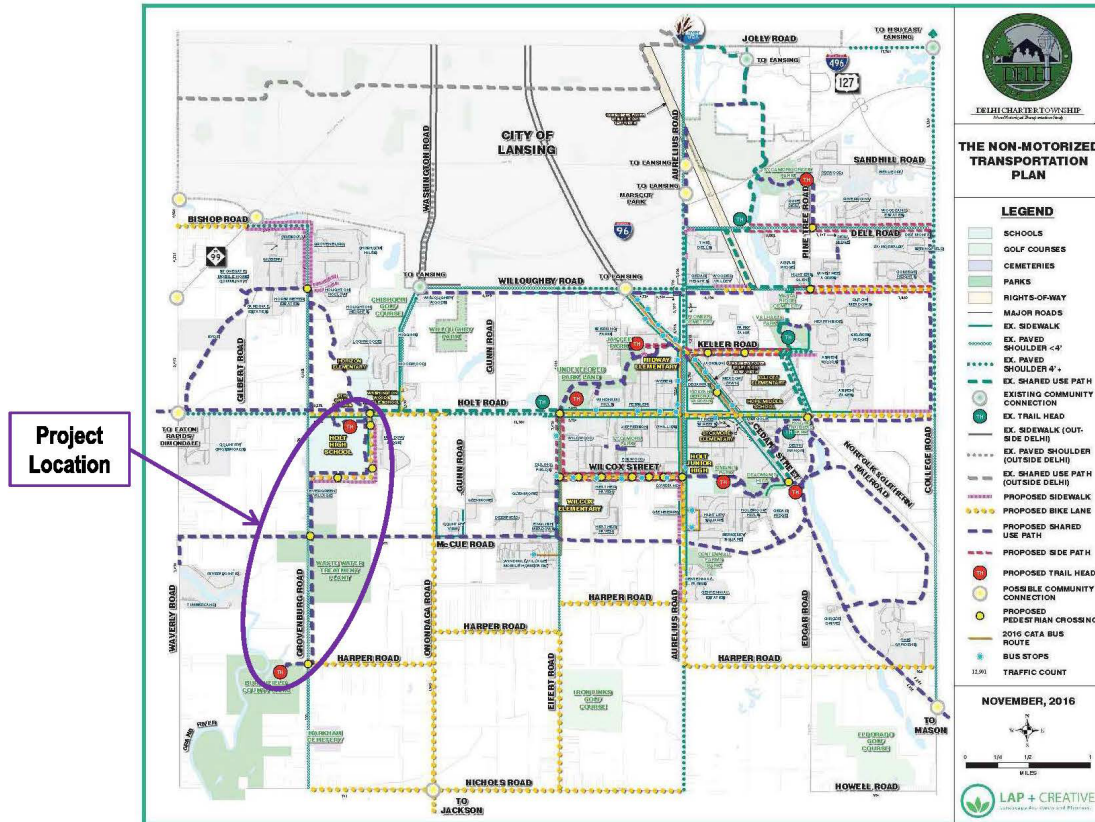
HAWK ISLAND COUNTY PARK SPLASH PAD

- This project would bring a new exciting water feature to Hawk Island County Park in Lansing and refurbish the existing Splash Pad.
- Hawk Island Park receives over half a million visitors annually.
- During the summer months, the current splash pad and beach area are utilized by thousands of persons, many who do not have the economic means to travel outside of the Mid-Michigan area for vacations.
- Hawk Island is located on the Lansing River Trail and is accessible by non-motorized means, which also benefits many residents that do not have the economic means to own a vehicle.

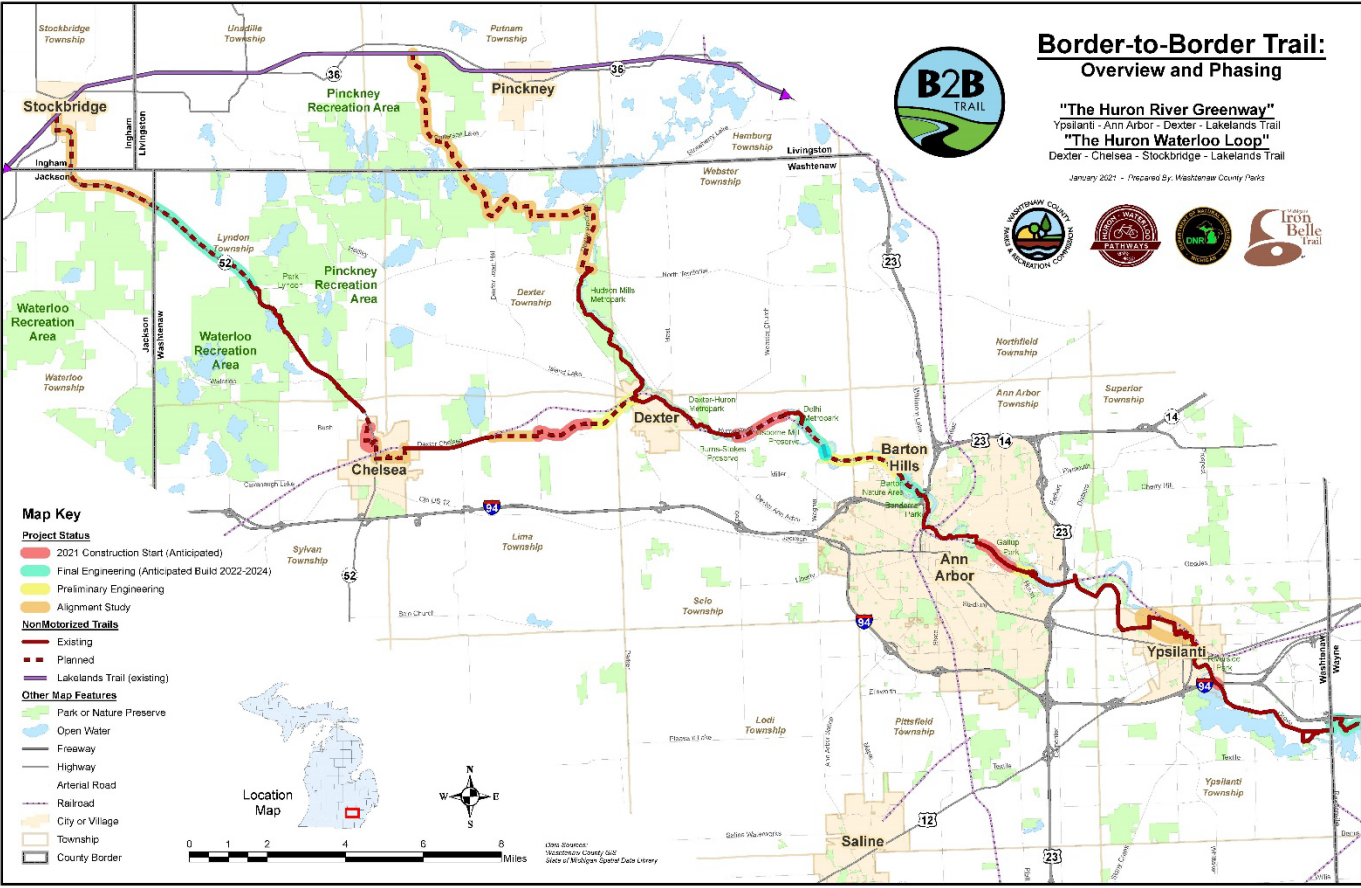
Stockbridge to Chelsea connection trail Ingham/Jackson County sections

- This project proposes a new non-motorized pathway that would connect the Ingham County section of Mike Levine Lakeland Trails State Park in Stockbridge down to Washtenaw County's Border to Border Trail.
 - Work is currently being done to determine the route and one preliminary alignment connecting the Border To Border (B2B) into the Lakelands Trail is along M-52 from Washtenaw County, thru Jackson County then into Ingham County in Stockbridge.
- This proposed section gives Ingham County an opportunity to provide non-motorized access to and from major population centers across southern Michigan. This connection would provide an important link between Ingham County, Jackson County, and Washtenaw County, as well as to the Iron Belle Trail. The importance of County connectivity is a priority to our residents and we hope that there is funding available so that the citizens and visitors of Ingham County will be able to enjoy accessible recreational opportunities in the near future.
- These trail connections are integral to the promotion of a healthy, active lifestyle for our residents and visitors to Ingham County.

FIGURE 1. Delhi Township Non-Motorized Transportation System Map



Delhi Township's non-motorized transportation system contains bike lanes, paved shoulders, shared use paths, side paths, sidewalks, shared lanes, wayfinding signage, controlled crossings, and trail heads. The map shows a variety of line types and colors to represent infrastructure recommendations. The map also shows existing and future connectivity to adjacent communities. A detailed legend is provided to help clarify the map features.



Location	Rank	Projects	Funding Source	Amount
BUR / Holt	1	Holt High School to Burchfield Park Ram 2 Trail extension New	State Budget Grant	\$5,000,000
BUR / Eaton County	2	Boat Livery/Old English Inn; work with neighbors/Eaton County Road Dept to permanently remove this structure for safety of the livery trips (blueways)	State Budget Grant	\$500,000
BUR / Eaton County	3	Bunker Phase II: Develop per Master Plan	State Budget Grant	\$500,000
BUR	4	Replace Playground with new universally accessible one, boardwalk replaced & bank stabilization	State Budget Grant	\$1,500,000
BUR	5	Pave Parking lot to Beach restroom with ADA spaces, include Winter Sports Building lot and park entrance, and inner trail loop connectors to existing facilities and around pond to all rental docks and piers	State Budget Grant	\$2,000,000
			Subtotal:	\$9,500,000

HAWK	1	Replace / Update Splash Pad amenities, features, shade. Build above ground pump house (eliminate pit) to store all mechanical; update utilities as needed and add shower tower(s)	State Budget Grant	\$3,000,000
HAWK	2	Red Tail Shelter Bathroom Refurbishment	State Budget Grant	\$250,000
HAWK	3	Playground Renovation	State Budget Grant	\$2,000,000
HAWK	4	Repave all entrance roads and parking lots and add 50-75 parking spaces along east road	State Budget Grant	\$3,500,000
			Subtotal:	\$8,750,000

Stockbridge/Chelsea (Ingham / Jackson)	1	Stockbridge to Chelsea connection trail Ingham/Jackson County sections	State Budget Grant	\$4,000,000
			Subtotal:	\$4,000,000

TOTAL: \$22,250,000

BUR is Burchfield Park - Ingham County Parks
Holt is in Delhi Township Ingham County
HAWK is Hawk Island - Ingham County Parks
Stockbridge/Chelsea project is in Ingham County and Jackson County

RE: Proposal of the Collin Simpson Summer Camp Scholarship Fund

In 2022, John and Lynda Simpson generously donated two thousand dollars to the Friends of Ingham County Parks, in memory of their son Collin Simpson. Their wish was to provide a new amenity, program or an enhanced service for visitors at Burchfield County Park. After meeting with the Simpsons and discussing ideas, they would like to create a scholarship fund that would grant children from economically disadvantaged backgrounds the opportunity to experience Nature Day Camp.

The Collin Simpson Summer Camp Scholarship would cover camper registration for one week, currently \$110 for Ingham County Residents and \$120 for Non-Residents per child. Ingham County Parks recognizes this need to provide financial assistance to families in the region based on data that suggest forty-one percent of student-age children from local school districts (Holt, Eaton Rapids, and Mason) come from economically disadvantaged households. The scholarship would give the same opportunity to children from underprivileged families to enjoy nature-based learning, participate in active outdoor play, and build relationships with other campers from diverse backgrounds. A short online application requesting financial assistance is the only requirement.

Ingham County Parks believes the Collin Simpson Summer Camp Scholarship supports our Mission to provide quality outdoor recreation opportunities and facilities for all segments of our population. Therefore, Ingham county Parks Dept. recommends creating this scholarship fund, using the donation from the Simpson's, to help struggling families in our community.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of March 13, 2023

Motion to Support the Resolution to Authorize Reapplying for a Michigan Natural Resources Trust Fund Grant for Burchfield – Riverbend Natural Area

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: March 7, 2023
SUBJECT: Authorization to Reapply for a Michigan Natural Resources Trust Fund Grant for Burchfield – Riverbend Natural Area
For the meeting agenda of March 20, 2023 Human Services and March 22, 2023 Finance

BACKGROUND

The Parks Department has identified a need for park and accessibility improvements at Burchfield – Riverbend Natural Area. The Parks Department did not receive funding for this project request in the 2020, 2021 or 2022 grant cycle. The Parks Department is requesting to reapply for the 2023 grant cycle.

This grant application includes the following as detailed in the attached documents:

- Remove existing stairs / dock leading down to Grand River and bridge over the Peppermint Creek.
- New Bridge over Peppermint Creek.
- New stairs and dock at Grand River.
- New fishing pier.
- New 6-feet wide path.
- New ADA accessible parking spaces.
- Amenities: recycled bench, recycled picnic table, ADA grill, and interpretive sign.

ALTERNATIVES

A public meeting was held on March 13, 2023 to allow citizens the opportunity to provide input for the proposed project. If funded, this project would be in line with the Parks Department 5-year Master Plan for capital improvements that improve accessibility to site amenities and enhance the user experience. The Parks Department is seeking input and approval to move forward with grant application to secure additional funding for this project.

FINANCIAL IMPACT

The Parks Department is requesting the Ingham County Board of Commissioners to authorize the use of \$100,000 additional matching funds from the Trails and Parks Millage fund balance for a local match, \$110,000 from previously committed funds for grants not awarded (resolutions #20-562, #21-164, #22-107) and for a Michigan Natural Resources Trust Fund Grant generating \$300,000 for a total \$510,000 project cost.

Other funds, not grant eligible, will be required to complete the project including a topographical survey in the amount of \$10,000 included in the total local match of \$210,000. The topographical survey will be required to properly design the project with proper grading and layout of the proposed improvements.

Board of Commissioners resolutions #20-562, #21-164 and #22-107 authorized \$110,000 total for this project previously. The parks are utilizing these funds to reapply to the Michigan Department of Natural Resources for the 2023 grant cycle. The Park Department did receive two other grants in 2022.

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 March 13, 2023 meeting.

RECOMMENDATION

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

**PRELIMINARY ESTIMATE OF COST
BURCHFIELD -BRIDGE / RIVERBEND IMPROVEMENTS
INGHAM COUNTY, MI**

Trust Fund Grant	\$300,000.00
Trails & Parks Millage Match	\$200,000.00
SUB TOTAL	\$500,000.00

Non-Grant Funded Expenses

Topographical Survey	\$10,000.00
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GRAND TOTAL FOR ENTIRE PROJECT	\$510,000.00
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	<u>Grant Funds</u>	<u>Trails & Parks Millage</u>	<u>Total Project Cost</u>
<u>TRUST FUND GRANT:</u>	\$300,000	\$200,000	\$500,000
Match Percentage:	(60%)	(40%)	
<u>OTHER COSTS:</u>			
Topographical Survey	\$0.00	\$10,000	\$10,000
PROJECT TOTALS:	\$300,000	\$210,000	\$510,000

Local Match / Funding Sources:

Ingham County T&P Grants:	\$110,000	<i>(20-562, 21-164, 22-107 - previously committed for grant)</i>
Ingham County T&P Millage:	\$100,000	<i>(additional required for match)</i>
	\$210,000	

**PRELIMINARY ESTIMATE OF COST
BURCHFIELD -BRIDGE / RIVERBEND IMPROVEMENTS
INGHAM COUNTY, MICHIGAN**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
1.	1	Lump Sum	Permits	\$5,000.00	\$5,000.00
2.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$7,500.00	\$7,500.00
3.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$10,700.00	\$10,700.00
4.	1	Lump Sum	Site Clearing	\$4,500.00	\$4,500.00
5.	500	Sq. Ft.	Remove Existing Bridge/Stairs	\$12.00	\$6,000.00
6.	480	Sq. Ft.	Peppermint Creek Bridge/Boardwalk	\$200.00	\$96,000.00
7.	300	Sq. Ft.	Stair replacement w/ ramp access & dock	\$200.00	\$60,000.00
8.	300	Sq. Ft.	ADA Fishing Pier	\$200.00	\$60,000.00
9.	360	Sq. Yd.	Heavy Rip-Rap	\$200.00	\$72,000.00
10.	1	Each	Recycled Picnic Table, ADA	\$2,500.00	\$2,500.00
11.	1	Each	Recycled Bench, ADA	\$2,200.00	\$2,200.00
12.	1	Each	Grill, ADA	\$2,000.00	\$2,000.00
13.	1	Each	Interpretive Sign	\$3,500.00	\$3,500.00
14.	16	Ton	Pave ADA Parking Spaces (3)	\$150.00	\$2,400.00
15.	84	Sq. Yd.	2" Crushed Limestone, C.I.P.	\$15.00	\$1,260.00
16.	1	Lump Sum	Signage & Striping	\$2,500.00	\$2,500.00
17.	2,500	Sq. Ft.	Concrete Path	\$15.00	\$37,500.00
18.	1	Lump Sum	Site Restoration & Cleanup	\$12,800.00	\$12,800.00
19.	1	Each	DNR Recognition Plaque	\$400.00	\$400.00
20.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$6,500.00
SUBTOTAL					\$395,260.00
Contingency					\$39,540.00
Engineering (15%)					\$65,200.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$500,000.00

3/6/2023

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BURCHFIELD PARK IMPROVEMENTS



Ingham County Parks
<http://pk.ingham.org>

* EXISTING UNIVERSALLY ACCESSIBLE CANOE/KAYAK LAUNCHES IN BURCHFIELD



NOT TO SCALE

DATE: 9/30/2021
 JOB # 126747SG2020

Spicer
 group
www.spicergroup.com

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN APPLICATION FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT FOR BURCHFIELD – RIVERBEND NATURAL AREA

WHEREAS, the Parks and Recreation Commission supports the resubmission of a grant application to the Michigan Natural Resources Trust Fund for park and accessibility improvements at Burchfield – Riverbend Natural Area; 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 Michigan Department of Natural Resources is accepting grant applications for this years’ grant cycle through April 1, 2023; and

WHEREAS, a public meeting was held on March 13, 2023 to allow citizens the opportunity to provide input for the proposed project; and

WHEREAS, the grant application requires a total financial commitment to the project in the amount \$210,000 for a local match; and

WHEREAS, the Board of Commissioners resolutions #20-562, #21-164 and #22-107 authorized \$110,000 for this project previously in line item 228-62800-967000-TR090; and

WHEREAS, an additional \$100,000 is needed for the local match from the Trails and Parks fund balance; and

WHEREAS, the parks are utilizing these funds to reapply to the Michigan Department of Natural Resources for the 2023 grant cycle.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby authorizes submission of a Trust Fund grant application for \$300,000 for park and accessibility improvements at Burchfield – Riverbend Natural Area, further resolves to make available its financial obligation amount of \$110,000 approved previously by resolutions #20-562, 21-164, #22-107 and authorizes an additional \$100,000 from the Trails and Parks Millage Fund Balance for a total of \$210,000.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of March 13, 2023

Motion to Support the Resolution to Authorize the Transfer of Funds between Millage CIP Items and to Allocate Additional Funds for Purchase of Approved 2023 CIP Items 23P06 and 23P08

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: March 21, 2023
SUBJECT: Additional Funds/Transfer of Funds between Millage CIP Items
For the meeting agenda of April 3, 2023 Human Services and April 5, 2023 Finance

BACKGROUND

The Ingham County Board of Commissioners approved seven CIP items for FY23 from the Trails and Parks Millage, account 228-75999-978000. Five of the CIP items came in at a lower cost than budgeted, while two CIP items came back at a higher cost than budgeted. The Ingham County Parks Department is requesting remaining funds from the five CIP items that came in below budget, be transferred to CIP item 23P06, a trail brush mower, and CIP item 23P08, a cross country ski trail groomer; and an additional sum of \$4,983.22 is being requested from the Trails and Parks Millage to cover the remaining cost of CIP item 23P08, cross country ski groomer.

ALTERNATIVES

Leave the funding as is and not purchase all the approved five CIP items.

FINANCIAL IMPACT

The financial impact from this request will be an additional \$4,983.22 from the Trails and Parks Millage Fund balance.

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - 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 Park Commission approved this approach at their March 13, 2023 meeting.

RECOMMENDATION

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

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS BETWEEN MILLAGE
CIP ITEMS AND TO ALLOCATE ADDITIONAL FUNDS FOR PURCHASE OF
APPROVED 2023 CIP ITEM 23P06 AND 23P08**

WHEREAS, the Ingham County Board of Commissioners approved seven CIP items for FY23 from the Trails and Parks Millage, account 228-75999-978000; and

WHEREAS, five of the CIP items came in at a lower cost than budgeted, while two CIP items came back at a higher cost than budgeted; and

WHEREAS, the Ingham County Parks Department is requesting remaining funds from the five CIP items that came in below budget, be transferred to CIP item 23P06, a trail brush mower, and CIP item 23P08, a cross country ski trail groomer; and

WHEREAS, an additional sum of \$4,983.22 is being requested from the Trails and Parks Millage to cover the remaining cost of \$978.22 for CIP item 23P06, a trail brush mower, and \$4,005.00 for CIP item 23P08, a cross country ski groomer.

Project Number	Description	2023 Beginning Balance	2023 Actual	Available Balance
23P04	Lake Lansing Salt Spreader	7,000.00	4,435.56	2,564.44
23P05	Burchfield and Lake Lansing 3-Point Mount Leaf Blowers (2)	18,000.00	13,725.00	4,275.00
23P06	Burchfield Brush Mower	16,000.00	31,383.61	(15,383.61)
23P07	Lake Lansing Leaf Vacuum & Truck Enclosure	46,000.00	38,434.05	7,565.95
23P08	Burchfield Snow Groomer	8,000.00	12,005.00	(4,005.00)
			Remaining Total	-\$4,983.22

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an additional \$4,983.22 from the Trails and Parks Millage fund balance for CIP project 23P06 and 23P08.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer:

- \$2,564.44 from 228-75999-978000-23P04 to 228-75999-978000-23P06
- \$4,275.00 from 228-75999-978000-23P05 to 228-75999-978000-23P06
- \$7,565.95 from 228-75999-978000-23P07 to 228-75999-978000-23P06
- \$978.22 from the Trails and Parks Millage fund balance to 228-75999-978000-23P06

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer \$4,005.00 from the Trails and Parks Millage fund balance into line item 228-75999-978000-23P08.

Directors Report 2023
February 7, -March 6, 2023 (March 13, 2023- Park Commission meeting)

Mission Statement: The Ingham County Parks & Recreation Commission and Ingham County Parks Department will provide quality outdoor recreation opportunities and facilities for all segments of our population. We will strive to enhance the quality of life for park visitors and county residents through active citizen involvement, planned acquisition, preservation and professional management of park lands.

- Worked with ROWE consulting and Brian Collins on Prime discussion for the Hawk Island Boardwalk replacement and improvements utilizing four grants.
- Attended ongoing Millage progress update meetings with Nicole Wallace, Brian Collins, and Tanya Moore from Spicer group.
- Worked with Tanya, Nicole and other local officials for a bus tour during MParks Conference of the Trails and Parks Millage projects.
- Meet with Spicer Group to discuss Bunker Landing Grant and McNamara Landing Grant prime professional items.
- Attended Phase 2 Feasibility stakeholder input and final draft discussion for Holt to Mason final connector, more to come and the Park Commission will be reviewing the final draft in the next couple months.
- Reviewed Bids for McNamara Landing Parking lot improvements and drainage it will double the current parking.
- Worked with Admin and Field staff on 2022 carry overs.
- Attended Direct reports Deputy Controller's meetings.
- Worked with Kelly, Brian, and Nicole on reviewing resolutions due for BOC meetings.
- Conducted Administrative and staff meetings began working on 2024 budget items.
- Attended FMLA/Workman's Comp meeting with Human Resources.
- Attended NACPRO Board and Committee meetings (National Association of Parks and Recreation Organization).
- Attended a meeting with Meridian Township to discuss 8th round millage applications with Nicole, Brian, and Jared.
- Had several Admin meetings and spent the day with Deputy Director to discuss all things parks.
- Attended a Hesse/Earl kids fishing planning meeting; this year's dates will be the first three Saturday mornings in May.
- Attended a meeting with Nicole to talk with Stockbridge about 8th round millage application questions and continuing discussions about Stockbridge to Chelsea pathway.
- Attended multiple BOC meetings and committee meetings in person or via zoom.
- Visited all the Parks.
- Tim took a much needed weeks' vacation to Orange Beach Alabama.
- Well hope you got out to the parks to enjoy the white of winter while it lasts, March may be the end of it 😊

Ingham County Parks Awarded Grants

Year Awarded	Status	Expected Completion Date	Park	Description	Grant Amount Awarded from DNR/Federal Funding	Matching Ingham County Millage Dollars	Grant Type
2015	Complete	N/A	Hawk Island	1.5 mile loop trail resurfacing	\$45,000	\$120,000	Recreation Passport
2016	Complete	N/A	Burchfield Park	Overlook Shelter Improvements	\$45,000	\$165,921	Recreation Passport
2016	Complete	N/A	Burchfield Park	McNamara Landing Improvements	\$105,800	\$106,022	Trust Fund
2017	Complete	N/A	Lake Lansing North	Accessibility Improvements	\$244,800	\$116,002	Trust Fund
2018	Complete	N/A	Lake Lansing South	Dock Replacement	\$300,000	\$208,505	Trust Fund
2018	Complete	N/A	Burchfield Park	Accessibility Improvements	\$256,500	\$264,000	Land & Water Fund
2019	Construction	2023	Lake Lansing South	Replacement of Bathhouse and Accessibility	\$300,000	\$725,200	Trust Fund
2019	Construction	2023	Lake Lansing South	Accessibility Updates, Walkways, Drainage	\$300,000	\$315,000	Land & Water Fund
2019	Plan & Design	2023	Hawk Island	Paved path, fishing piers, accessibility updates	\$300,000	\$231,400	Trust Fund
2019	Plan & Design	2023	Hawk Island	Shade shelters, boat pier, EZ-Dock Kayak	\$292,100	\$317,100	Land & Water Fund
2020	Plan & Design	2024	Burchfield Park	Bunker Landing Improvements	\$50,000	\$62,000	Trust Fund
2020	Plan & Design	2024	Lake Lansing South	EZ Dock Kayak Launch/Parking Lot & Access	\$300,000	\$335,200	Trust Fund
2021	Bidding Out Plan/Design	2024	Lake Lansing North	Trail Loop & Boardwalk Replacement Phase 1	\$300,000	\$289,000	Trust Fund
2021	Plan & Design	2025	Hawk Island	Boardwalk Replacement Phase 1 with Fishing Pier	\$300,000	\$493,100	Trust Fund
2021	Plan & Design	2025	Hawk Island	Boardwalk Replacement Phase 2 with Fishing Pier	\$430,400	\$430,400	Land & Water Fund
2021	Plan & Design	2025	Burchfield Park	McNamara Landing Rental Cabins, Accessible Loop Trail	\$500,000	\$510,000	Land & Water Fund
2020	Construction	2023	Lake Lansing Boat Launch	Replace concrete boat ramp, new automatic gate, fencing and pavement repair	N/A	\$348,056.86	Ingham County Trails & Parks Millage
2019	Construction	2023	McNamara Landing	Parking Lot Upgrades	N/A	\$125,000	Ingham County Trails & Parks Millage
2022	Awaiting Project Agreement	2026	Lake Lansing North	Boardwalk Replacement	\$500,000	\$507,500	Land & Water Fund
2022	Awaiting Project Agreement	2026	Lake Lansing North	Connector to MSU to Lake Lansing Trail	\$300,000	\$315,000	Trust Fund
2022	Awaiting Project Agreement	2026	Hawk Island	Boardwalk Replacement Phase 3	\$300,000	\$362,600	Trust Fund
2023	Feasibility Study In Process	TBD	Holt to Mason Final Trail Connector	US 127 bridge and pedestrian separated linear trail	\$2,750,000	\$1,250,000	Federal: Congresswoman Slotkin's Community Project Funding



TOTAL Awarded MDNR/Federal Grants: \$7,919,600

TOTAL Matching Millage Dollars: \$7,123,950

March 2023

Hawk Island County Park/Deputy Director Report

- ✓ Worked with Landscape Architects and Planners on Grant Project at Hawk Island and coordinated the submittal of project specifications to the Michigan DNR.
- ✓ Met with Rowe to go over design changes and budget for dock replacement and new walkway on east side of Hawk Island.
- ✓ Attended Preconstruction for Lake Lansing South concession/bath house.
- ✓ Reviewed Bids for McNamara landing paving project.
- ✓ Developed “upcoming project” signs for all Park projects.
- ✓ Continued to work with Park Managers on CIP purchases for 2023 and continue to complete previous years CIP items.
- ✓ Attended DEI training for Department Heads.
- ✓ Attended meeting to discuss seasonal wages and staffing concerns.
- ✓ South Lansing Business Association Board Meeting and Monthly membership meeting.
- ✓ Worked with multiple Special Event coordinators for summer events.
- ✓ Worked with multiple different municipalities and businesses for support letters for the proposed Hawk Island Splashpad.
- ✓ Continued daily operation of Hawk Island snow tubing hill. **Special Thank You to Cristina Estrada for coordinating most of the daily operations on the tubing hill and training new staff.**
- ✓ Some staff attended the annual Michigan Recreation and Park Association annual conference.

Site Development Plan

Hawk Island Park, Lansing MI

PHASE 1 (TF21-0118)

Lansing
Rivertrail

PHASE 2
(LW26-01857)

PHASE 3
(TF22-0077)

Exist. Snow
Tubing Hill

10' Accessible
route, HMA

5 B.F. Spaces

8' Accessible
route, Concrete
2 B.F. Spaces

Accessible route

ex 1:4.5, proposed 8' path, 10' landing/1:3 slopes

3 B.F. Spaces

Legend

Proposed Grant Items:

1. Remove 2,080' of boardwalk
2. Remove 675' path (750 syd)
3. Remove stairway (1)
4. 1600' of 8' min accessible path
5. Native plant restoration
6. Sign and recycle bins by county
7. 345' of 10' (8' clear) wide floating dock with 36% railing at 32" for accessibility
8. 6 fishing extensions with fish habitat detail

Accessibility

391 Total Parking
8 required BF spaces
10 provided BF spaces
including 3 van spaces

Need to note 3 grant funding areas on plans, see summary table example 21c0094

Park / Project Boundary

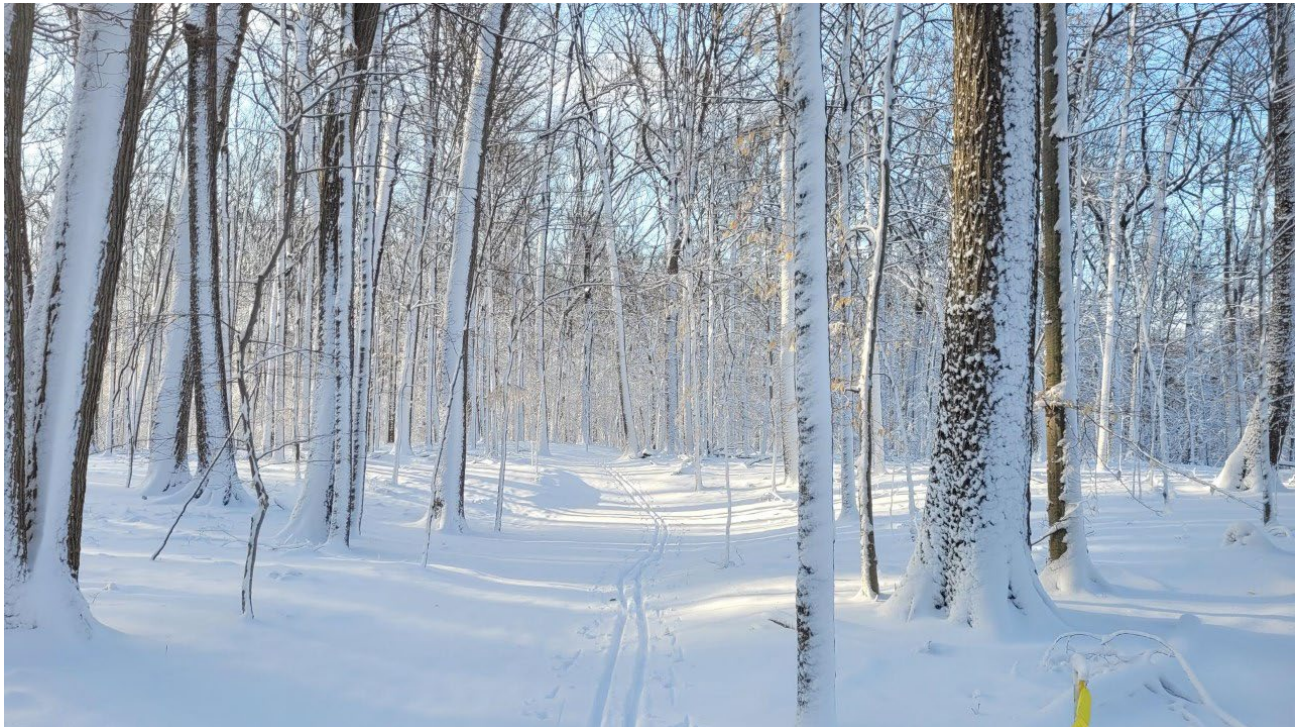
Greenwich Ct

N-Aurelius Rd

1000 ft

Burchfield Park February/March Manager's Report

- Attended McNamara Landing parking lot pre-bid meeting
- Office zoom meeting to discuss 2023 summer day camp online registration
- Attended McNamara Cabin Grant/Bunker Phase I project meeting with Spicer
- 517 Magazine for Dirt School ¼-page advertisement coming soon!
- GLPTI virtual conference Feb. 27th –March 2nd
- Renewed Certified Parks and Recreation Professional certification
- Worked with Brian Collins on snow grooming equipment and JD tractor estimates
- Ordered and installed six more chain star pro disc golf baskets
- Corresponded with Simpson Family on donation project timeline
- Review applications and schedule interviews for spring/summer seasonal positions
- Reviewed Five-Year Stewardship Plan bids
- Hosted Triple Cs disc golf tournament on Renegades Trails course
- Cleaned up tree damage after major ice storm
- Staff is starting to tear down ski rental operations and convert building to day camp
- Submit surplus auction item form to purchasing
- Sent two employees to chainsaw safety training at GLPTI
- Attending mParks Conference and Trade Show this week in Lansing
- Assistant Manager inspecting water vessels and purchasing new kayaks for the 2023 season
- Reviewing day camp manual for updates/policy changes to meet LARA requirements. Adding new high adventure programming to incorporate dirt school as a new activity



February - Parks Office Monthly Report

Meetings/Trainings

Admin and full Staff Meeting
Hesse Earl Meetings
FMLA/ADA training
Carry over meeting

Contracts/Resolutions

Drafted/edited/submitted the following resolutions:

- PLM Lake and Land Management Corp
- American Rentals
- MOU with Meridian Township
- Disc Golf Tournament Fees

Customer Service

Staff still getting a large number of phone calls on winter sports. 2,579 phone calls in February. CATA partnership has begun. Patrons can now receive free transportation to Burchfield, Lake Lansing or Hawk Island by making a reservation through CATA.

Website

Continued to edit the website to keep the public informed of the status of the parks and winter sports conditions. Posted summer job opportunities.

Accounting/Budget/Payroll

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

Trails & Parks Millage Program Coordinator Report

February 2023

For: Park & Recreation Commission Meeting

March 13, 2023

- Continued to work on amendments for ongoing millage projects
- Continued to work with the County attorney on contracts and amendments
- Worked with staff on social media updates
- Website updates
- Met with Commissioner Trubac, Commissioner Pawar, Tim Morgan, and Brian Collins to discuss possible funding opportunities through the state
- Conference call with Bob Ford and Tim M. about round 8 application for the City of Williamston
- Coordinated and attended meeting to review the Holt to Mason Phase II Feasibility Study review
- Did a presentation with Tim M. to the Lansing Area Agriculture and Natural Resources Club
- Meeting with Meridian Township staff, Tim M. and Jared to discuss round 8
- Attend Human Services and Finance committee meetings
- Millage update meeting with Tim M., Brian and Tanya
- Planning meeting for mParks bus tour session with Tim M., Tanya Moore, Brett Kaschinske, Wendy Longpre and Dan Opsommer
- Meeting with Tanya, Tim M., Tim B., and Chris to review Burchfield projects and future millage applications
- Meeting with Matt Pegouskie -5 Healthy Towns Foundation, Jeff Hardcastle-Hardwood Solutions, Inc., Molly Howlett-Stockbridge, Tim Morgan, and others to discuss a non-motorized pathway between Chelsea and Stockbridge. Will have additional feasibility work done to align a non-motorized pathway that would connect the Ingham County section of Mike Levine Lakelands Trail State Park in Stockbridge down to Washtenaw County's Border to Border Trail.
- Attended admin meetings
- Prepared video for Human Services Committee –general overview of the parks and the millage
- Coordinated a meeting with multiple entities to discuss Red Cedar application for round 8
- Posted video to our YouTube channel:
<https://www.youtube.com/@inghamcountyparks9164/videos>
- Started preparing the 2024 trails and parks millage budget
- Finalized the millage 2022 carry overs for the budget office



FLRT Trail Ambassador Program Coordinator Monthly Report March 2023

Please direct questions to Lauren at TA@LansingTrails.org

- Trail Town 10K (Saturday, June 3, 2023)
 - Met with planning team
 - Opened registration:
<https://runsignup.com/Race/MI/Lansing/TrailTown10K>
 - Confirmed 1 sponsor
- Finalized survey of Annual Meeting participants – board reviewing
- Installed 2 new sponsor signs
 - Seeking new sign vendor
- Finished implementation and data transfer to new membership database software
- Met with volunteer and Marketing committee on updated trail map/flood status page for website
- Drafted and scheduled social media
- Monitored trail activity updates

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	1 / 22	1 / 13	0 / 10

From: Daria LaFave <darialafave@gmail.com>

Sent: Thursday, March 2, 2023 5:42 PM

To: parks <parks@ingham.org>

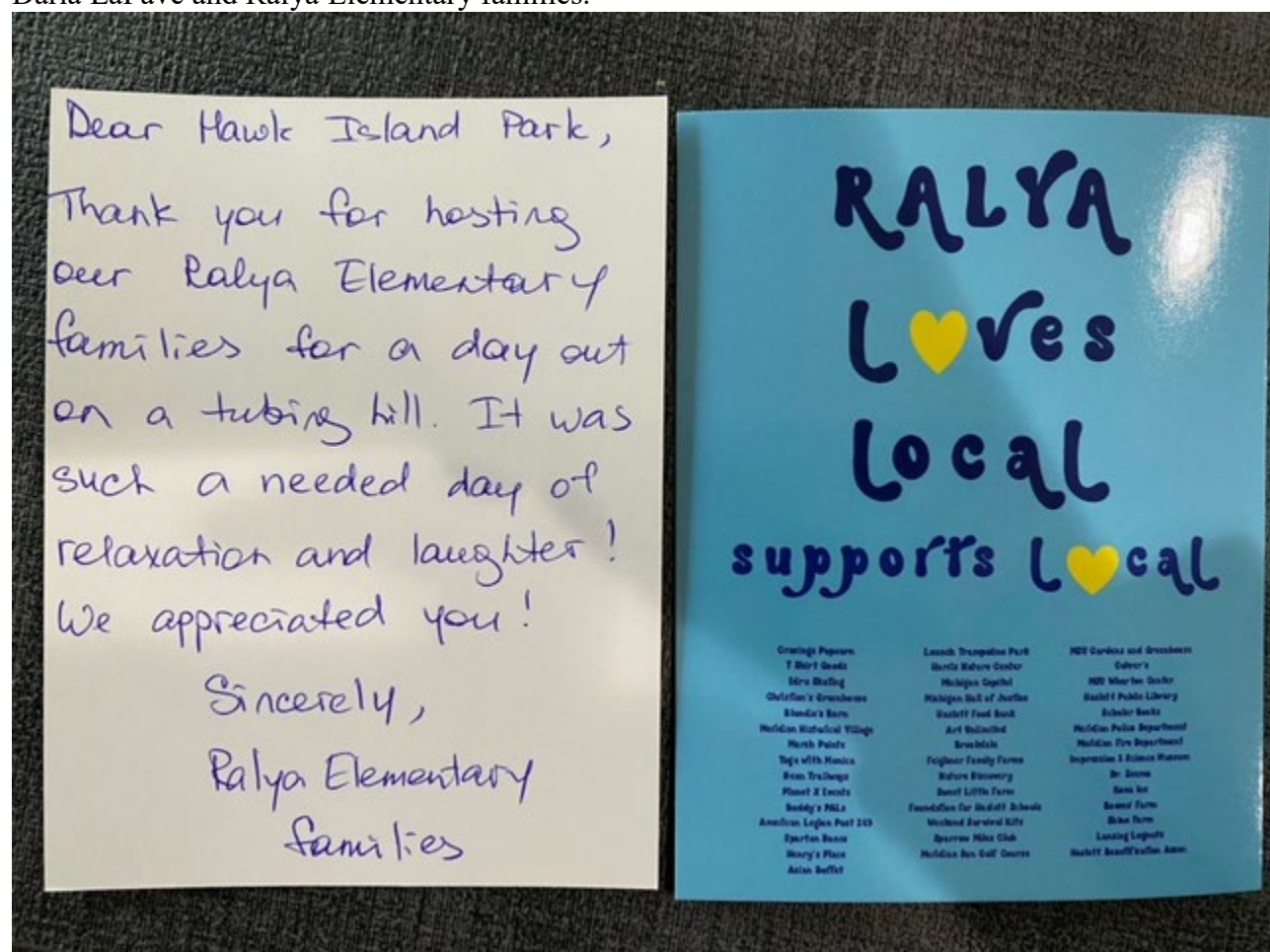
Subject: Re: tubing on Friday (Ralya Elementary friday 12:30 - 2:30 reservation)

Hi all,

Thank you for hosting our school. We sent out a thank you card but wanted to also share it here in case it does not reach you.

Thank you for answering all our questions and allowing us to have a great time.

Daria LaFave and Ralya Elementary families.



From: Sandy Schrems <saundragrierson@gmail.com>

Sent: Saturday, March 4, 2023 12:09 PM

To: parks <parks@ingham.org>

Subject: Lake Lansing North

Good afternoon!

I am from out of town and drove to the Lake Lansing North park on Saturday 3/4/23.

I encountered Jessica at the booth.

I want to compliment you on such a helpful employee, such a cheery disposition, and was very helpful giving me locations of other parks!

Great job Jessica!!

Thank you!

Sandy Schrems