

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, September 11, 2023

Monday, September 11, 2023

5:30pm

PARKS & RECREATION COMMISSION MEETING

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
 - A. Minutes of August 14, 2023 regular meeting will be considered - [Page 3](#)
4. **Limited Public Comment ~ Limited to 3 minutes with no discussion**
5. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions
6. **PRESENTATION**
 - A. Volunteers of the year – Haslett Beautification Association – [Page 41](#)
7. **CONSIDERATION OF CONSENT AGENDA ** (See below)**
8. **INFORMATIONAL ITEMS**
 - A. Cherry Hamrick reappointed – [Page 42](#)
 - B. Millage Information – [Page 43](#)
9. **DISCUSSION ITEM**
 - A. Additional Millage funding request staff suggestions
 - B. Roll Call Vote
10. **ACTION ITEMS**
 - A. Additional Millage funding request staff suggestions - [Page 45](#)
 - B. Mason Round 7 contract modification - [Page 46](#)
 - C. Meridian Township MSU to Lake Lansing Phase I additional request- [Pg51](#)
 - D. City of Lansing – Motion to reconsider previous motion - [Page 55](#)
 - E. Parks Mission and Vision – [Page 73](#)
11. **ADMINISTRATIVE REPORTS**
 - A. Director - [Page 75](#)
 - B. Park Managers - [Page 76](#)
 - C. Administrative Office - [Page 99](#)
 - D. Financial Report - [Page 100](#)
 - E. FLRT Trail Ambassador Report - [Page_102](#)

11. Board/Staff Comments

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

13. Correspondence and Citizen Comment – [Page 107](#)

- A. CCR Thank you
- B. Burchfield Kayaking email
- C. CAMCA Email

14. Upcoming Meetings

- A. Date: October 9, 2023; Time: 5:30pm
Human Services Building Conference Room A
5303 S. Cedar St.
Lansing, MI 48911

15. 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 separate

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
August 14, 2023

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

Board Members Present: Cherry Hamrick, Stephanie Thomas, Commissioner Pawar, Nathan Triplett, Steve James, Paul Pratt, Nickolas Lentz

Absent: Commissioner Trubac, Bret Marr, Matthew Ferguson,

Also Present: Deputy Director Brian Collins, Burchfield Park Manager Tim Buckley, Administrative Office Coordinator Kelly Burkholder, John Lazet (Vevay Township), Brett Kaschinske (City of Lansing)

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

Minutes: **Moved by Mr. Pratt and Supported by Mr. Triplett** to approve the June 12, 2023 minutes of the regular meeting as written:
Yes-7; No-0. MOTION CARRIED.

LIMITED PUBLIC COMMENT

None.

INFORMATIONAL ITEMS

Hayhoe Trail Esker Landing to College Road

None.

Millage Excel Spreadsheet

None.

Harvester access via Shaw Street Drive

Commissioner Pawar stated that the addition that was added to Shaw Street works wonderfully, a useful addition to the park and that there will be a gate added soon.

ACTION ITEMS

Volunteers of the Year (2022)

The 2022 Volunteers of the Year were awarded to Haslett Beautification Association for Lake Lansing and Jennifer Harrington and Staci Carl for Burchfield Park. Tim Buckley presented an award to Jennifer Harrington and Staci Carl. Haslett Beautification Association will be attending a park commission meeting in the future to receive their award.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of August 14, 2023

RESOLUTION #02-23

RESOLUTION HONORING THE HASLETT BEAUTIFICATION ASSOCIATION AS THE 2022 VOLUNTEER OF THE YEAR

WHEREAS, the Parks and Recreation Commission has established an award to publicly recognize outstanding volunteers each year; and

WHEREAS, Haslett Beautification Association volunteer work at Lake Lansing Park South began in 2012 and has worked collaboratively with Ingham County Parks for 15 plus years; and

WHEREAS, special recognition needs to be given to Amy Gill, Mary Turner, Commissioner Pawar, Leo Gallegos, and Mary Katherine Hughes; and

WHEREAS, since then, Haslett Beautification Association has volunteered countless hours planting and caring for the flower beds at Lake Lansing Park South entrance; and

WHEREAS, this service has included:

- planting annuals each Spring, weeding, watering, fertilizing, mulching, controlling insects that are harmful to the annuals and perennials, and preparing flower beds for winter
- engaging in educational outreach to encourage area youth and adults to take ownership of their community resources; and

WHEREAS, the Haslett Beautification Associations efforts contribute to the Parks Department's ability to provide beautiful well-tended recreational areas to the one-half million Ingham County residents who visit Lake Lansing Park South annually.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission, by adoption of this resolution, recognizes the impact and quality of Haslett Beautification Association's work and extends its sincere appreciation for their ongoing efforts.

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

Adopted as part of the consent agenda.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of August 14, 2023

RESOLUTION #03-23

RESOLUTION HONORING JENNIFER HARRINGTON AND STACI CARL AS THE 2022 VOLUNTEERS OF THE YEAR

WHEREAS, the Parks and Recreation Commission has established an award to publicly recognize outstanding volunteers each year; and

WHEREAS, the Mason High School Senior Class has been consistently led in meaningful volunteer work at Ingham County Parks since 2003 (this year being their 20th anniversary); and

WHEREAS, special recognition needs to be given to Jennifer Harrington and Staci Carl, who have worked together to organize and lead hundreds of students who have collectively volunteered thousands of hours; and

WHEREAS, in that time, Jennifer Harrington and Staci Carl have volunteered countless hours of their own time each year in spring and fall, rolling up their own sleeves to provide valuable services to their community; and

WHEREAS, this service has included:

- Planting Native Greenspaces
- Arboreal, Garden, & Feature Landscaping
- Care & Refurbishment of Park Facilities
- Management of Invasive Plant Species
- Among Many Other Essential Public Services

WHEREAS, their efforts contribute to the Parks Department's ability to provide beautiful well-tended recreational areas to the Ingham County residents who visit Burchfield Park annually.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission, by adoption of this resolution, recognizes the impact and quality of their work and extends its sincere appreciation for their ongoing efforts.

BE IT FURTHER RESOLVED, Jennifer Harrington and Staci Carl are the recipients of the 2022 Ingham County Parks Volunteer of the Year Award.

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

Adopted as part of the consent agenda.

City of Lansing – Bridges Funding Request

Mr. Kaschinske explained the spreadsheet to the park commission stating the difference between the actual construction costs, the original estimate of \$1,574,726.61 and overages resulting in the request. Bridge 12 runs under Elm St. where it meets the Red Cedar. It will be combined with the E. Elm Street vehicle bridge replacement project in 2025.

Paul Pratt stated that the drain office has seen similar increases and that he is thrilled that there will not be a wooden hanging bridge there and commended Mr. Kaschinske for the creativity.

Ms. Pawar asked if other options were considered in order to keep costs down.

Mr. Kaschinske stated that timber prices were a big concern coming out of Covid and that the City of Lansing is getting away from the weathered steel look. The bridge can withstand concrete so in order to reduce costs and increase longevity, concrete decking is what is being used.

Ms. Pawar asked how recent were the numbers that were submitted are.

Mr. Kaschinske stated that May of 2022 is when they submitted cost estimates and bids were out in July 22 and the construction was finished this year.

Ms. Pawar would like to know since it is a year old bid, and the City of Lansing is still in the process, what are their proposed changes moving forward.

Mr. Kaschinske stated that if they were to bid right now for engineering and construction knowing that they are not going to construct until 2024 they are to estimate what that would be in 2024.

Ms. Pawar asking why is the City of Lansing repairing bridges with trails funding and how do they support all of these increases. What other funding sources have been sought for this shortfall?

Mr. Kaschinske stated that there are Trust Funds and TAP grants. Trust fund rehabilitation of existing trails scores, but not as well as a brand new trail so the number of grants for rehabilitation and maintenance is limited, but City of Lansing could use. The City of Lansing has used Trust Funds and Parks millage as a source for funding.

Motion to direct the Ingham County Parks staff to write a Resolution requesting additional bridge funding as requested by the City of Lansing

MOVED BY Mr. Pratt SUPPORTED BY Mr. Triplett

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.

Brett Kaschinske
Director



Andy Schor, Mayor

Parks and Recreation Department
200 N. Foster Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX: 517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

August 2, 2023

Mr. Ryan Sebolt, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Sebolt, Mr. Morgan and Ms. Wallace:

In September 2019 the City of Lansing received cost estimates for Bridges 11, 24, 25, 26 and 28. The total cost of construction at that time was estimated at approximately \$1.15 million, with an additional \$350,000 in engineering costs for a total of \$1.5 million. The City submitted fifth round grant applications based on these estimates with a proposed County funding of \$1.1 million dollars and a local match of \$400,000.

These grants were approved in January 2020 and in the fall of 2020 the city issued a Request for Proposal for design and construction engineering of the bridges.

Mannik Smith Group was awarded the project with an engineering cost of \$370,000 instead of the estimated \$350,000. During the design phase, Mannik Smith Group did an in-depth inspection of the bridges resulting in the discovery of additional work required to ensure structural integrity. The additional work required is complete deck replacement for all bridges and complete replacement of structural steel beams on Bridge 26.

In 2019 when the original cost estimates were received, Tetra Tech provided cost estimates based on minimal decking repairs for bridges 24 and 25, complete decking on bridge 11, 26 and 28 and minimal beam repair on bridge 26.

Mr. Ryan Sebolt
Mr. Timothy Morgan
Ms. Nicole Wallace

Page 2

August 2, 2023

As we have discovered with many projects, post Covid-19 Pandemic supply issues have continued to be problematic as well as the significant increased cost in materials.

Due to the above-mentioned circumstances, the estimated total cost of the projects has increased since 2019 from the original cost of \$1.15 million to \$2.64 million in 2023.

This letter is a request to increase County budget funding for projects CL-11-LTE-RC, CL-24-LT-GR, CL-25-LT-GR, CL-26-LT-GR and CL-28-LT-GR. The city is asking for supplemental funding in the amount of \$1.5 million dollars to encompass the additional costs of the projects.

The City of Lansing is fortunate to have a highly utilized trail system and support of the County for projects through the trails and parks millage. The City has been entrusted with grant funds from Ingham County and I want to assure you the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

If I may be of further assistance or answer any questions you may have, feel free to contact me at 517.483.4042 or brett.kaschinske@lansingmi.gov.

Sincerely,



Brett Kaschinske, Director
Department of Parks and Recreation

Downtown River Trail Bridges Rehab Cost Estimates

	Tetra Tech (Sept 2019)	County Grant Amount	Mannik Smith (May 2022) Concrete Deck 26	Leavitt & Starck As- bid (July 2022) Concrete Deck 26	Leavitt & Starck As- constructed (July 2022)	Difference between As- constructed cost vs. Original estimate
Bridge 11	\$64,570.00	\$47,191.52	\$113,899.04	\$122,124.68	\$121,619.66	\$74,428.14
Bridge 12*	\$100,705.00	\$73,601.09	\$0.00	\$0.00	\$0.00	-\$73,601.09
Bridge 24	\$156,475.00	\$114,361.06	\$128,047.98	\$210,427.26	\$281,561.53	\$167,200.47
Bridge 25	\$75,218.00	\$54,973.70	\$105,597.84	\$169,877.98	\$217,603.31	\$162,629.61
Bridge 26	\$462,440.00	\$337,978.13	\$1,413,951.16	\$1,785,744.41	\$1,759,470.78	\$1,421,492.65
Bridge 28	\$283,827.50	\$207,437.69	\$122,425.38	\$356,241.07	\$335,984.06	\$128,546.37

SUBTOTAL	\$1,143,235.50	\$835,543.19	\$1,883,921.40	\$2,644,415.40	\$2,716,239.34	\$1,880,696.15
Design Eng (15%)	\$171,485.33	\$125,331.48	\$233,606.41	\$233,606.41	\$233,606.41	\$108,274.93
Const Eng (15%)	\$171,485.33	\$125,331.48	\$121,846.97	\$121,846.97	\$121,846.97	-\$3,484.51
TOTAL	\$1,486,206.15	\$1,086,206.15	\$2,239,374.78	\$2,999,868.78	\$3,071,692.72	\$1,985,486.57

Ingham Cty Parks Grant Funding (2020):	\$1,086,206.15
City of Lansing Local Match:	\$400,000.00
Prop. Add'l Ingham Cty Funding (2023):	\$1,585,486.57
Total Project Cost	\$3,071,692.72

Ingham Cty total	\$2,671,692.72	86.98%
City of Lansing total	\$400,000.00	13.02%

*NOTE: Rehabilitation of bridge 12 was eliminated from the project. It will be combined with the E Elm Street vehicular bridge replacement project in 2025.

Motion to Accept Sign Plan

Motion to Accept Sign Plan

MOVED BY Mr. Pratt

SUPPORTED BY Mr. James

To accept the attached design for permanent signage within the Ingham County Parks and Lake Lansing Park South at the corner of Marsh and Lake Lansing Road as determined at tonight's meeting.

THE MOTION CARRIED UNANIMOUSLY. MOTION CARRIED.

A

B



C

The Park Commission voted and all chose C

BY: [blank]	REVISED: [blank]	DATE: [blank]
<small>FOR ANY REVISIONS TO THIS DESIGN, PLEASE CONTACT THE DESIGNER. THE DESIGNER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED. THE DESIGNER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED. THE DESIGNER SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED.</small>		
INGHAM COUNTY PARKS SIGNAGE DETAILS		
DESIGN: [blank]	DATE: [blank]	FILE NO: [blank]
BY: [blank]	CHK: [blank]	DATE: [blank]
DATE: [blank]	DATE: [blank]	DATE: [blank]



A

B

The Park Commission voted and all chose B

Accepting Land and Water Grant #26-01880

Mr. Pratt inquired as to which of these grant applications corresponded to the crushed stone trial site at Lake Lansing North.

Mr. Collins stated that there are crushed stone trails in both Lake Lansing grants (LW26-01880 & TF22-0076) as well as a previous grant.

Ms. Thomas asked Commissioner Pawar if she is still getting inquiries or questions on the crushed stone trail.

Commissioner Pawar stated it has been quiet and that she has not heard anything in regards to the crushed stone in a long time. Commissioner Pawar stated that she does know that there is a group that is still not okay with it, however they never came back with a counter solution to the problem.

Mr. Collins stated that he will forward the Park Commissioner maps of the crushed stone trails that are in the grants.

Motion to Support the Acceptance of the Lake Lansing Park North Boardwalk/Trail Improvements Grant #26-01880

MOVED BY Mr. Pratt SUPPORTED BY Ms. Thomas

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 AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT FOR A LAND AND WATER CONSERVATION FUND GRANT #LW26-01880 FOR LAKE LANSING PARK NORTH

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$500,000 for the grant application titled Lake Lansing Park North boardwalk replacements #26-01880 to the Michigan Natural Resources Land and Water Conservation Fund for accessibility improvements, located in Haslett; and

WHEREAS, these improvements will include removal/replacement of existing boardwalk, improvement of the path for ADA accessibility with crushed stone surface, mile markers and amenities; and

WHEREAS, Board of Commissioners resolution #20-562 previously authorized \$307,500 for this project in line item 228-62800-967000-TR088 for the financial commitment; and

WHEREAS, the above amount of \$307,500 includes other funds, not grant eligible, in the amount of \$7,500 for a topographical survey (the total topographical amount is \$15,000 for the total project and the other half in the amount of \$7,500 was authorized in Board of Commissioners resolution #22-433 for trust fund grant #TF21-0057); and

WHEREAS, Board of Commissioners resolution #21-167 authorized an additional commitment of \$200,000 for the remainder of the financial commitment.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, Ingham County, Michigan, does hereby accept the terms of the Agreement for Grant #26-01880 for accessibility improvements at Lake Lansing Park North 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 seven thousand and five hundred (\$507,500) 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 \$500,000 from the Michigan Department of Natural Resources in line item 228-62800-967000-TR088.

BE IT FURTHER RESOLVED, a financial commitment of \$307,500 will come from the Trails and Parks Millage line item 228-62800-967000-TR088 previously approved by resolution #20-562.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer the additional \$200,000, previously authorized by resolution #21-167, for the remainder of the financial commitment from the Trails and Parks Millage fund balance into line item 228-62800-967000-TR088.

Accepting Trust Fund Grant TF22-0077

Motion to Support the Acceptance of Grant #TF22-0077 Hawk Island Park Accessibility Improvements

MOVED BY Ms. Thomas

SUPPORTED BY Mr. Pratt

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 AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT
FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT #TF22-0077**

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$300,000 for the grant application titled Hawk Island Park Improvements #TF22-0077 to the Michigan Natural Resources Trust Fund for accessibility improvements throughout the park for people of all abilities at Hawk Island Park; and

WHEREAS, these improvements will include replacing 380 LF of boardwalk at Hawk Island Park with new floating boardwalk near the beach, the final phase of boardwalk replacement around the lake; and

WHEREAS, \$327,700 will come from the Trails and Parks Millage line item 228-62800-967000-TR111 previously approved by Resolution #22-352; and

WHEREAS, an additional \$34,900 is needed for the match 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 #TF22-0077 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 three hundred sixty-two thousand six hundred (\$362,600) 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 \$300,000 from the Michigan Department of Natural Resources in line item 228-62800-967000-TR111.

BE IT FURTHER RESOLVED, a financial commitment of \$327,700 will come from the Trails and Parks Millage line item 228-62800-967000-TR111 previously approved by Resolution #22-352.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to transfer an additional \$34,900 for the remainder of the financial commitment from the Trails and Parks Millage fund balance into line item 228-62800-967000-TR111.

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 Trust Fund Grant TF22-0076

Motion to Support the Acceptance of Grant #TF22-0076 Lake Lansing North: Internal MSU to Lake Lansing Trail Connector

MOVED BY Mr. Pratt

SUPPORTED BY Mr. Triplett

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 AUTHORIZE THE ACCEPTANCE OF THE PROJECT AGREEMENT
FOR A MICHIGAN NATURAL RESOURCES TRUST FUND GRANT #TF22-0076**

WHEREAS, the Michigan Department of Natural Resources has approved the grant request in the total amount of \$300,000 for the grant application titled Lake Lansing Park North Improvements #TF22-0076 to the Michigan Natural Resources Trust Fund for accessibility improvements at Lake Lansing Park North; and

WHEREAS, these improvements will include 4,900 linear footage of trail in Lake Lansing Park North with crushed stone path to connect the existing trails in the park with the ADA accessible route to the MSU to Lake Lansing Trail; and

WHEREAS, a financial commitment of \$315,000 will come from the Trails and Parks Millage line item 228-62800-967000-TR113 previously authorized by resolution #22-265, of which \$300,000 is required by the Project's Grant Agreement and an additional \$15,000 for the topographic survey.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners, Ingham County, Michigan, does hereby accept the terms of the agreement for Grant #TF22-0076 for accessibility improvements at Lake Lansing Park North 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 three hundred fifteen thousand (\$315,000) 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 \$300,000 from the Michigan Department of Natural Resources in line item 228-62800-967000-TR113.

BE IT FURTHER RESOLVED, a financial commitment of \$315,000 will come from the Trails and Parks Millage line item 228-62800-967000-TR113 previously authorized by resolution #22-265.

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.

Amended Park Rules

Motion to Support the Resolution to Modify Park and Zoo Rules and Regulations

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

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.

Introduced by the Human Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION MODIFYING THE ORDINANCE TO ADOPT RULES AND REGULATIONS FOR THE PARKS AND ZOO UNDER THE JURISDICTION OF INGHAM COUNTY, MICHIGAN, AND TO ESTABLISH PENALTIES FOR VIOLATIONS

WHEREAS, the Rules and Regulations have been reviewed for operational accuracy; and

WHEREAS, it is the consensus of the Ingham County Parks Commission and Potter Park Zoo Board that this modification of the Ordinance establishing the Park and Zoo Rules and Regulations is necessary to maintain an orderly and pleasant environment for park and zoo visitors.

THEREFORE BE IT RESOLVED, that the Board of Commissioners authorizes the Ordinance adopting the existing Ingham County Park Rules and Regulations be modified as recommended, and shown in the attached document, by the Ingham County Parks and Recreation Commission and Potter Park Zoo Board.

BE IT FURTHER RESOLVED, that the Ingham County Board Chairperson is authorized to sign any contract documents consistent with this resolution after approval as to form by the County Attorney.

BE IT FURTHER RESOLVED, that the Controller/Administrator's Office shall publish notice of the adoption of this amendment in a newspaper of general circulation in the County.

BE IT FURTHER RESOLVED, that the amended Ordinance shall take effect when notice of its adoption is published in a newspaper of general circulation in the County.

INGHAM COUNTY PARK AND ZOO RULES AND REGULATIONS

Adopted June 27, 1998 - Modified June 12, 2007 – Modified _____, 2022 June 23, 2023

ORDINANCE TO ADOPT RULES AND REGULATIONS FOR THE PARKS
AND ZOO UNDER THE JURISDICTION OF INGHAM COUNTY, MICHIGAN,
AND TO ESTABLISH PENALTIES FOR VIOLATIONS

The County of Ingham ordains:

Section 1. Ordinance Title.

The title of this Ordinance shall be the Ingham County Parks and Zoo Rules and Regulations.

Section 2. Definitions.

- A. “Authorized Local Official” means the Parks Director, Zoo Director, or their respective designee(s); Public Safety Rangers; or other personnel of the County legally authorized to issue municipal civil infraction citations.
- B. “Citation” means a written complaint or notice to appear in District Court upon which an authorized local official records the occurrence or existence of 1 or more violations of this Ordinance by the party cited.
- C. “Civil Infraction” means a parking violation prohibited by this Ordinance, for which civil sanctions may be ordered.
- D. “County” means the County of Ingham, Michigan.
- E. “District Court” means the 55th Judicial District Court.
- F. “Misdemeanor” means a violation of this Ordinance which is not designated as a municipal civil infraction by this Ordinance.
- G. “Municipal Civil Infraction” means an act or omission that is prohibited by this Ordinance, but which is not a misdemeanor under this Ordinance, and for which civil sanctions including, without limitations, fines, damages, expenses, and costs may be ordered, as authorized by Chapter 87 of Act No. 236 of the Public Acts of 1961, as amended.
- H. “Municipal Civil Infraction Action” means a civil action in which the defendant is alleged to be responsible for a municipal civil infraction.
- I. “Parks” means all parks under the jurisdiction of the County of Ingham, unless otherwise indicated herein.

- J. “Potter Park” means the area from Pennsylvania Avenue to the Potter Park Zoo perimeter fence.
- K. “State” means the State of Michigan.
- L. “Violation” means an act which is prohibited by this Ordinance. A violation shall include any omission or failure to act where the action is required by this Ordinance.
- M. “Zoo” means the area inside the perimeter fence of the Potter Park Zoo.

Section 3. Park and Zoo Hours.

- A. Hours of Operation. All Parks under the jurisdiction of the County shall open at 8:00 a.m. and close at sunset.
- B. Exceptions—Parks. No person or vehicle shall remain at the Park between 30 minutes after sunset, unless otherwise posted or permission has been granted in writing by the Parks Director, Zoo Director, or their respective designee(s). These exceptions include, but are not limited to:
 - 1. Individuals camping with an approved permit issued by the Parks Director, Zoo Director, or their respective designee(s); or
 - 2. Special events authorized in advance, in writing, by the Parks Director, Zoo Director, or their respective designee(s). Details regarding Special Event Permits can be found on the County’s website.
- C. Exceptions—Zoo. All Zoo visitors are required to leave the premises within 60 minutes after posted closing times.
- D. Variations in Hours of Operation. The Parks, Potter Park, Zoo, or portions thereof, may be closed entirely or closed to certain uses for such period(s) of time as may be determined by the Parks Director, Zoo Director, or their respective designee(s).

Section 4. Conduct on Park and Zoo Property.

- A. Preservation of Property. No person shall willfully disturb, destroy, deface, alter, change, or remove any part of the Parks, Potter Park, or Zoo, or any facility, building, sign, structure, equipment, utility, or other property found therein.
- B. Preservation of Natural Resources and Plant Life. No person shall:

1. Remove, or cause to be removed, any sod, earth, humus, peat, boulder, gravel, sand, or water found within the Parks, Potter Park, or Zoo without the prior written permission of the Parks Director, Zoo Director, or their respective designee(s).
 2. Cut, remove, dig, injure, pick, damage, deface or destroy any tree, flower, shrub, or plant, whether alive or dead, found within a Park or the Zoo without prior written permission of the Parks Director, Zoo Director, or their respective designee(s) (with the exception of picking mushrooms).
 3. Destroy or remove any historical or pre-historical ruin or parts thereof, or any object of antiquity without the permission of the Parks Director, Zoo Director, or their respective designee(s).
 4. Traverse across County property to participate in items listed in B1 and B2 above.
- C. Preservation of Wildlife. No person shall hunt, trap, bait, pursue, injure, feed, kill, or in any manner disturb any amphibian, reptile, bird, or mammal on any land or waters under the jurisdiction of the County unless posted or written permission has been granted by the Parks Director, Zoo Director, or their respective designee(s).
- D. Invasive Plant and/or Animal Species. No person shall introduce an invasive plant and/or animal species into the Parks, Potter Park, or Zoo, land, or water, except as authorized by the Parks Director, Zoo Director, or their respective designee(s). An invasive species is one that is not native and whose introduction causes harm, or is likely to cause harm, to Michigan's economy, environment, or human health.
- E. Fires. No person shall build a fire within the Parks, Potter Park, or Zoo except in grills or fire rings provided for such purpose. Fires in the beach area are expressly forbidden. Firewood may not be collected to be used within the Parks, Potter Park, or Zoo. Section 4. E. does not apply to Parks and Zoo employees gathering fallen wood in the course of their employment with the County.
- F. Disposal or Refuse. No person shall:
1. Deposit or abandon in the Parks or Potter Park, in any waters in or adjacent to the Parks or Potter Park or on the ice thereof, or in the Zoo any garbage, refuse, trash, waste, or other obnoxious material, except in receptacles provided for such purposes.
 2. Bring into the Parks, Potter Park, or Zoo refuse or litter originating outside any Park for the purpose of depositing such in Park receptacles.
- G. Fireworks, Firearms, and Other Weapons. No person shall:

1. Have in their possession or control any slingshot, BB gun, paint ball guns, fireworks, or any other substance of an explosive or dangerous nature within the Parks, Potter Park, or the Zoo.
2. Have in their possession or control any bow or arrow within the Parks, Potter Park, or Zoo, except if posted or by prior written permission of the County.
3. Discharge or set off any rifle, shotgun, pellet gun, air rifle, pistol, or other firearm in the Parks, Potter Park, or Zoo for any reason, provided that this rule shall not apply if otherwise posted or to any law enforcement officer acting in the course of their employment or members of the Zoo Emergency Response Team. Possession of firearms shall be permitted in the Parks, Potter Park, and Zoo in accordance with the laws of the State of Michigan.

H. Alcoholic Beverages.

1. No alcohol of any kind will be consumed on Parks, Potter Park, or Zoo premises by any person under the legal age. Valid identification may be requested of any person(s) who appear to be underage at any time. All guests must have a valid ID if they plan to consume alcoholic beverages while on Parks, Potter Park, or Zoo premises.
2. Alcoholic beverages of any kind may not be possessed, consumed, sold, or dispersed in the Zoo, Lake Lansing Park-South, and Hawk Island County Park unless allowed as a condition of an approved Special Event Permit issued by the Parks Director, Zoo Director, or their respective designee(s). The recipient of an approved Special Event Permit is responsible for consulting with the Michigan Liquor Control Commission to determine whether a license to service alcoholic beverages must be obtained. If a license is required, a copy of said license shall be provided to the County and conspicuously displayed on the day of the special event in compliance with the laws of the State of Michigan and the rules of the Michigan Liquor Control Commission regarding the sale, furnishing, and consumption of alcoholic beverages.
3. Notwithstanding Section 4(H)(1) and (2), beer and wine are permitted at the following Parks without prior written permission from the Parks Director, Zoo Director, or their respective designee(s):
 - a. Burchfield Park,
 - b. Riverbend Natural Area,
 - c. McNamara Canoe Landing,

- d. Potter Park,
- e. Bunker Road Canoe Landing, and
- f. Lake Lansing Park-North.

Keg beer is only allowed by a Special Event Permit granted by the Parks Director, Zoo Director, or their respective designee(s) for a specific area on a specific date.

- 4. Possession and/or consumption of alcoholic beverages of any kind is prohibited at park beaches, dog parks, water parks, and playgrounds.

I. Disorderly Conduct. No person shall:

- 1. Commit, make, or engage in violent, abusive, boisterous, loud, illegal, obscene, or similar disorderly conduct within the boundaries of the Parks, Potter Park, and Zoo. Disorderly conduct includes, but is not limited to, any of the following
 - a. A person who is intoxicated in a public place with a blood alcohol level that exceeds the legal limit, or when under the influence of illegal drugs or controlled substances.
 - b. A person who is endangering the safety of another person or property or is acting in a manner that causes a public disturbance.
 - c. A person who is engaged in indecent or obscene conduct in a public place.
- 2. Interfere with Parks, Potter Park, or Zoo employees in the discharge of their duties or fail or refuse to obey any lawful command issued by them.

J. Audio Devices.

- 1. No person shall use or operate any radio, musical instrument, phonograph, television, or other machine or device that produces or reproduces sound in such a manner that produces excessive noise. The use of such a machine or device such that the sound produced therefrom is audible in any direction at a distance in excess of 100 feet, shall be deemed a prima facie violation of this Section, unless prior written permission has been obtained from the Parks Director, Zoo Director, or their respective designee(s).
- 2. No person, group, or organization using any picnic shelter within the Parks, Potter Park, or Zoo, with or without having reserved or rented said picnic shelter, shall use or operate any radio, musical instrument, phonograph, television, compact disc player, tape player, or other machine or device that produces or reproduces sound

or music, regardless of its audio volume, within 150 feet of any picnic shelter, unless specific written permission has been obtained from the Parks Director, Zoo Director, or their respective designee(s). Such written permission shall be in the form of a County-approved Special Event Permit, and shall include the name of the person responsible for the control of such equipment, the type of equipment authorized for use, hours of use and any other information or restrictions regarding the audio equipment's use that shall be deemed necessary by the Parks Director, Zoo Director, or their respective designee(s). The responsible party named in the written permit shall be on site and available to Park and Zoo officials at all times while the audio equipment is in use. Such permit may be revoked at any time by the Parks Director, Zoo Director, or their respective designee(s).

3. This rule does not apply to the use of a machine or device equipped with a headphone or an earphone where the sound or music would be limited to or confined to the user in control of the machine or device while the headphone or earphone is in use for its intended purpose.

K. Other.

1. No person under the age of fifteen (15) shall be allowed entrance into the Zoo, unless accompanied by an adult at least eighteen (18) years of age.
2. No person shall be allowed on Zoo premises without shoes and a shirt.
3. All visitors to the Zoo shall remain behind public barricades.
4. No person shall in any manner willfully disturb a Zoo animal.
5. All visitors are prohibited from feeding Zoo animals except as otherwise designated.
6. No person shall use metal detectors in any turf areas within the Parks, Potter Park, or Zoo.
7. No person shall play Frisbee and/or ball games within the Zoo or the beach areas of Lake Lansing Park-South, Hawk Island County Park, and William M. Burchfield Park.
8. No person shall operate a hot air balloon or model rocket vehicle, model aircraft, or model watercraft, which are powered by battery, gas, fuel, or fuel pellet, in any Park or the Zoo without the prior written permission of the Parks Director, Zoo Director, or their respective designee(s).

9. Use of drones at the Parks, Potter Park, and Zoo shall be subject to and in full compliance with all Federal Aviation Administration regulations and the laws of the State of Michigan.
10. The launching of trailered watercrafts directly into a body of water is prohibited at Hawk Island County Park and Burchfield Park without prior written permission from the Parks Director or their designee(s). Non-motorized watercrafts that are capable of being hand carried are permitted to be launched at Hawk Island County Park and Burchfield Park at designated locations only. Non-electric motors are prohibited at Hawk Island County Park and Burchfield Park.
11. Smoking and/or the use of any smoking device that produces vapor or smoke from nicotine or other substances, including, but not limited to, e-cigarettes, is strictly prohibited within the Parks, Potter Park, and the Zoo. This prohibition does not apply to designated parking areas.

Section 5. Swimming, Bathing, and Wading.

- A. **Designated Areas.** No person shall swim, bathe, or wade in any lake, pond, or watercourse, except within those areas so designated. Swimming in designated areas may be prohibited from time to time for such period of time as may be determined by the Parks Director or their designee(s). Swimming is strictly prohibited in any area of the Zoo.
- B. **Age Restrictions.** Children eight (8) years of age and under shall be accompanied by an adult at least eighteen (18) years of age while in a designated swimming area.
- C. **Hours of Operation.** Beach and swim areas during the regular summer season shall be open as posted.
- D. **Inflatable Devices.** Air mattresses, inner tubes, life jackets, or any other devices, inflatable or otherwise, used in the aid of swimming are prohibited unless otherwise posted. Only U.S. Coast Guard approved personal flotation devices may be worn by individuals.
- E. **Prohibited Items.** Alcoholic beverages, glass containers, and pets are not allowed within the posted limits of the beach area.

Section 6. Dogs and Pets.

- A. **Leash Requirements.** Unless otherwise posted, dogs shall be kept on a leash no greater than 6 feet in length at all times while on Park and Potter Park premises. The only exception is within designated off-leash areas.
- B. **Prohibited Conduct.** All pets must be under the immediate control of a responsible adult and shall not be allowed to disturb or annoy Park or Potter Park visitors or wildlife.

- C. Designated Areas. Pets are allowed in Lake Lansing Park-North, Burchfield Park, Hawk Island County Park, and Potter Park, and Lake Lansing Park-South, McNamara Canoe Landing, Riverbend Natural Area unless otherwise posted.
- D. Exceptions. Pets are not allowed on ski trails when open for skiing or within designated bathing beach areas, Park buildings, restrooms, playgrounds, mountain bike trails, and shelters, unless allowed as a condition of an approved Special Event Permit or to transport a pet directly from an automobile to a watercraft at the Lake Lansing Boat Launch.
- E. Unattended Pets. Pets must always be accompanied and must never be left unattended. This includes being left in a vehicle or trailer.
- F. Pet Droppings. Owners must clean up pet droppings.

Section 7. Service Animals.

- A. Definition. In compliance with the Americans with Disabilities Act, 42 USC § 12101 *et seq.*, a service animal means a dog or miniature horse that is individually trained to do work or perform tasks for the benefit of an individual with a disability. Emotional support, therapy, comfort, or animals that provide comfort just by being with a person are not considered service animals because they have not been trained to perform a specific job or task. Therefore, they do not qualify as service animals.
- B. Leash Requirements. Service animals and service animals in-training must be harnessed, leashed, or tethered while in public places, unless these devices interfere with the service animal's work or the person's disability prevents use of these devices. In that case, the person must use voice, signal, or other effective means to maintain control of the animal. MCL 750.502c(4).
- C. Prohibited Conduct. Service animals and service animals in-training may be excluded from a place of public accommodation if the service animal or service animal in-training is:
 1. Out of control and its handler does not take effective action to control it, or
 2. Not housebroken. MCL 750.502c(2).
- D. Designated Areas. Service animals and service animals in-training are allowed in all areas that are open to the public at the Parks, Potter Park, and Zoo as provided under MCL 750.502c, as amended. A service animal or service animal in-training may not be excluded from the premises due to allergies or the fear of the animal.
- E. Exceptions—Parks, Potter Park, and Zoo. A dog or miniature horse may be excluded from areas in which pets are generally prohibited if it is:

1. Not a service animal **or service animal in-training**,
- ~~2. Not accompanying a person with a disability, or~~
- ~~2. Merely in training to become a service animal, or~~
- 4.3. Otherwise out of control or unduly disruptive.

F. Exceptions—Zoo. The Zoo is responsible for the health and well-being of a vast collection of valued and, in many cases, rare and endangered species of animals. As the Zoo is subject to stringent regulations pertaining to the care and protection of these animals, service animals **and service animals in-training** are restricted from inside the contact area (Goat Area) and Animal Meet and Greet/Behind the Scenes Encounters.

In the event a service animal **or service animal in-training**'s presence visibly upsets or agitates Zoo animals, the Zoo reserves the right to designate some areas not previously listed herein as off limits, or to designate the area as sensitive and request that the owner of the service animal **or service animal in-training** observe extra caution in those areas. Sensitive areas may be designated in areas that house animals considered vulnerable or sensitive to predator species or as a result of new births or hatchlings, nesting or breeding behaviors in progress, or new animals on exhibit. The Zoo Director or their designee(s) will determine whether special circumstances warrant restrictions on service animals **or service animals in-training** in any area.

G. Admission Procedure.

1. In compliance with MCL 750.502c(6), if it is not readily apparent that an animal is a trained service dog or miniature horse, Park and/or Zoo employees are permitted to ask only the following questions of the owner, if necessary, to determine if the dog or miniature horse is a service animal:
 - a. Is the animal required because of a disability? and,
 - b. What work or task is the animal trained to provide?
2. Park and Zoo employees are prohibited from
 - a. Asking about a person's disability,
 - b. Requiring medical documentation,
 - c. Requiring a special identification card or training document for the service animal, or

- d. Asking that the service animal demonstrate its ability to perform work or a task. MCL 750.502c(6)-(7)(a).
3. If admission of the animal is denied based on the owner's answers to the questions outlined herein under Section 7(G)(1), the owner shall be provided with an opportunity to enter the Parks, Potter Park, or Zoo. At the Zoo, if requested, an escort will be provided to assist the owner. The Parks, Potter Park, or Zoo shall not kennel or care for the animal during the time the owner is inside the Parks, Potter Park, or Zoo.

Section 8. Horses.

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

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

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

Section 9a. Electric Bicycles.

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

Section 10. Natural Area and Nature Trails.

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

Section 11. Motor Vehicles.

- A. Operation of Motor Driven Vehicles. With the exception of County Parks Department and Zoo Department employees, it shall be unlawful for any person to:
 - 1. Operate a motor driven vehicle of any kind or nature in excess of 15 miles per hour within the Parks, Potter Park, or Zoo, except where otherwise posted.
 - 2. Operate any motor driven vehicle of any kind or nature except on designated public roads, unless prior written approval has been provided by the Parks Director, Zoo Director, or their respective designee(s).
 - 3. Operate a motor driven vehicle of any kind or nature in violation of posted traffic control signs or devices.
 - 4. Operate an unlicensed motor vehicle upon any park road or parking area.
- B. State Laws. All motor driven vehicles operated on park roadways or parking lots shall be subject to the laws of the State of Michigan as set forth in the Michigan Motor Vehicle Code.

Section 12. Parking.

- A. Parking in Prohibited Areas. It shall be unlawful for any person, except for Park and Zoo personnel, to:
 - 1. Park or leave unattended any motor vehicle within any area not designated as a parking area or space.
 - 2. Stop, stand, or park any motor vehicle at any place where official signs prohibit.
 - 3. Park any motor vehicle in any space designated by sign for use by a disabled person without displaying an official placard or registration plate issued to a disabled person.
- B. Use of Parking Areas.
 - 1. Unless otherwise permitted in writing by the Parks Director, Zoo Director, or their respective designee(s), parking lots in the Parks, Potter Park, and Zoo are hereby closed to all activities except parking of vehicles and entry and exit from vehicles. No park land usage, including, but not limited to, picnicking, Frisbee throwing,

games, or other activities, shall be permitted in the parking lots of the Parks, Potter Park, or Zoo. All Parks, Potter Park, and Zoo activities, except traversing to and from parking lots and/or parking of vehicles in case of emergencies, are prohibited.

2. When posted, parking at the Lake Lansing Boat Launch is hereby restricted to vehicles with boats only.

C. Obstructing Traffic.

1. It shall be unlawful for the operator of any vehicle to stop, stand, or park such vehicle upon any roadway or in any parking area in such a manner as to form an obstruction to traffic.
2. Whenever any police officer finds a vehicle unattended upon a roadway or in a parking area and where such vehicle constitutes an obstruction to traffic, such officer is hereby authorized to provide for the removal of such vehicle to the nearest garage or other place of safety.
3. The necessary costs for such removal shall become a lien upon such vehicle and the person into whose custody the vehicle is given may retain it until all expenses involved have been paid.

Section 13. Commercial Activities and Advertising.

- A. Solicitation. All constitutionally protected speech will be permitted by the County within reasonable time, place, and manner parameters. No solicitations shall be allowed within any Park, Potter Park, or Zoo building; adjacent to any Park, Potter Park, or Zoo building entrance; or in any other areas designated by signs. Solicitations shall not interfere or conflict with the normal business of employees of or visitors to the Parks, Potter Park, or Zoo, or the free flow of vehicular and pedestrian traffic. No signs may be erected on County property.
- B. Disruptive Conduct. The County reserves the right to prohibit any solicitation or distribution activities by any non-employee, organization, or employee that disrupts or interferes with the normal work activity of the County, visitors to County properties, parks and facilities, or the free flow of vehicular and pedestrian traffic.
- C. Peddling. No person or organization shall advertise, vend, sell, post, or distribute any service, food, beverage, merchandise, commercial leaflet, or poster within the Parks, Potter Park, or Zoo, except by prior written permission from the Parks Director, Zoo Director, or their respective designee(s).

Section 14. Camping.

No person shall camp within the Parks, Potter Park, or Zoo, except in those areas or buildings designated for that purpose, unless permission is provided in writing by the Parks Director, Zoo Director, or respective designee(s).

Section 15. Fees, Charges, and Permits.

- A. It shall be a violation of this Ordinance for any person to use any facility, building, land area, or equipment within the Parks, Potter Park, or Zoo for which a fee or charge has been established by the County without payment of such fee or charge, unless waived per the guidelines in Board of Commissioners Resolution #17-111.
- B. It shall be a violation for any person, group, or organization to occupy, use or fail to vacate any facility, building, land area, or equipment for which a permit has been granted to another person, group, or organization.

Section 16. Violations and Penalties.

- A. Any person violating any provision of this Ordinance, except provisions of the Motor Vehicle Code incorporated herein, parking violations, and Section 4.H. shall be responsible for a municipal civil infraction. Repeat violations under this Ordinance shall be subject to increased fines or misdemeanor penalties as provided in Sections 18 and 19 of this Ordinance.
- B. Any person violating the provisions of the Motor Vehicle Code shall be subject to the fines and penalties set forth in that Code. Any person violating any provision of Section 12 regarding parking violations shall be responsible for a civil infraction.
- C. Persons continuing to violate any of the above provisions after being cited may also be evicted from said Parks, Potter Park, or Zoo for the remainder of the day of the offense.

Section 17. Municipal Civil Infraction Citations; Issuance and Service.

Municipal civil infraction citations shall be issued and served by an Authorized Local Official as follows:

- A. The time for appearance specified in a citation shall be within 10 days after the citation is issued.
- B. The place for appearance specified in a citation shall be the District Court.

- C. Each citation shall be numbered consecutively and shall be in a form approved by the State Court Administrator. The original citation shall be filed with the District Court. Copies of the citation shall be retained by the County and issued to the alleged violator as provided by Section 8705 of Act No. 236 of the Public Acts of 1961, as amended.
- D. A citation for a municipal civil infraction signed by an Authorized Local Official shall be treated as made under oath if the violation alleged in the citation occurred in the presence of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the official: "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief."
- E. An Authorized Local Official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.
- F. An Authorized Local Official may issue a citation to a person if:
 - 1. Based upon investigation, the Authorized Local Official has reasonable cause to believe that the person is responsible for a municipal civil infraction; or
 - 2. Based upon investigation of a complaint by someone who allegedly witnessed the person commit a municipal civil infraction, the Authorized Local Official has reasonable cause to believe that the person is responsible for an infraction and if the County Prosecuting Attorney approves in writing the issuance of the citation.
- G. Municipal civil infraction citations shall be served personally by serving a copy of the citation upon the alleged violator.

Section 18. Municipal Civil Infraction Citations; Contents.

- A. A municipal civil infraction citation shall name the County as plaintiff and shall contain the name and address of the defendant, the municipal civil infraction alleged, the place where the defendant shall appear in court, the telephone number of the court, and the time at or by which the appearance shall be made.
- B. Further, the citation shall inform the defendant that they may do one (1) of the following:
 - 1. Admit responsibility for the municipal civil infraction by mail, in person, or by representation, at or by the time specified for appearance.
 - 2. Admit responsibility for the municipal civil infraction "with explanation" by mail by the time specified for appearance, in person, or by representation.

3. Deny responsibility for the municipal civil infraction by doing either of the following:
 - a. Appearing in person for an informal hearing before the Judge or Magistrate of the District Court without the opportunity of being represented by an attorney unless a formal hearing before the District Court's Judge is requested by the County.
 - b. Appearing in the District Court for a formal hearing before the District Court's Judge, with the opportunity of being represented by an attorney.
4. The citation shall also inform the defendant of all the following:
 - a. That if the defendant desires to admit responsibility "with explanation" in person or by representation, the defendant must apply to the District Court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time for an appearance.
 - b. That if the defendant desires to deny responsibility, the defendant must apply to the District Court in person, by mail, by telephone, or by representation within the time specified for appearance and obtain a scheduled date and time to appear for a hearing, unless a hearing date is specified on the citation.
 - c. That a hearing shall be an informal hearing unless a formal hearing is requested by the defendant or the County.
 - d. That, at an informal hearing, the defendant must appear in person before the District Court's Judge or Magistrate, without the opportunity of being represented by an attorney.
 - e. That, at a formal hearing, the defendant must appear in person before the District Court's Judge with the opportunity of being represented by an attorney.
5. The citation shall contain a notice in boldfaced type that the failure of the defendant to appear within the time specified in the citation or at the time scheduled for a hearing or appearance is a misdemeanor and will result in the entry of a default judgment against the defendant on the municipal civil infraction.

Section 19. Establishment of Schedule of Civil Fines.

- A. A schedule of civil fines for violations of this Ordinance is hereby established. The fines for the violations shall be as follows:
1. For the first citation issued to a defendant who admits or is found by the District Court to have violated this Ordinance, the civil infraction fine shall be \$50.00 for the first violation cited and an additional \$50.00 for each additional violation listed within the citation, up to, but not to exceed, \$500.00. In addition to such fines, the defendant shall pay such costs and damages and expenses as may be set by the District Court, as authorized by Section 8727 of Act No. 236 of the Public Acts of 1961, as amended.
 2. For a second citation issued to a defendant who admits or is found by the District Court to have committed repeated violations of this Ordinance, the civil infraction fine shall be up to \$500.00 for each repeat violation. As used in this section, "repeat violations" means a second violation of the same requirement or provision (i) committed by a defendant within any one (1) year period, and (ii) for which the defendant admits responsibility or is determined to be responsible. In addition to such fines, the defendant shall pay such costs and damages and expenses as may be set by the District Court, as authorized by Section 8727 of Act No. 236 of the Public Acts of 1961, as amended.
- B. Failure to appear at the District Court within the time specified in a citation or at the time scheduled for a hearing or an appearance is a misdemeanor and will result in entry of a default judgment against the defendant on the municipal civil infraction.
- C. Failure to comply with an order, judgment or default in payment of a civil fine, costs, damages, or expenses, so ordered may result in enforcement actions, including, but not limited to, imprisonment on civil contempt which shall not exceed 1 day for each \$30.00 due, collections, placement of liens or other remedies as permitted by Chapter 87 of Act 236 of Public Acts of 1961, as amended.
- D. A municipal civil infraction is not a lesser included offense of a criminal offense or an ordinance violation that is not a civil infraction.
- E. Civil infractions for violations of Section 11.A. regarding parking are punishable by a fine of \$50.00 plus costs for a first offense, \$100.00 plus costs for a second offense, and \$250.00 plus costs for a third offense, except that violations of Section 11.A.(3) shall be punishable by a fine of \$250.00 plus costs for a first or subsequent offense.

Section 20. Misdemeanor Violations.

- A. Any person convicted of violating Section 4.I relating to disorderly persons shall be guilty of a misdemeanor.

- B. A third and subsequent repeated violation of this Ordinance shall be a misdemeanor. As used in this Section, "repeat violations" means a third or subsequent violation of the same requirement or provision (i) committed by a defendant within any one (1) year period, and (ii) for which the defendant admits responsibility or is determined by the District Court to be responsible.
- C. Actions or omissions which are a misdemeanor under this Ordinance shall be punishable upon conviction by a fine of not to exceed \$500.00 (plus other costs), imprisonment for a term of not to exceed ninety (90) days, or both.

Section 21. Construction.

When not inconsistent with the context, words used in the present tense include the future. Words in the singular include the plural and words in the plural include the singular. Masculine shall include the feminine and neutral. The word "shall" is always mandatory and not merely directive. Words or terms not defined herein shall be interpreted as defined in statutes, regulations, or codes to which they apply or if not so defined shall be defined in the manner or their common meaning. Headings shall be deemed for convenience and shall not limit the scope of any section of this Ordinance.

Section 22. Severability.

The various parts, sections, subsections, paragraphs, sentences, phrases, and clauses of this Ordinance are hereby declared to be severable. If any part, section, subsection, paragraph, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, it shall be considered severed from this Ordinance and shall not be construed as affecting the validity of the remaining portions of this Ordinance.

Section 23. Repealer Clause.

Any ordinance or parts of ordinance in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 24. Savings Clause.

This Ordinance does not affect rights and duties matured, penalties that were incurred, and proceedings that were begun, before its effective date.

Section 25. Effective Date.

This Ordinance shall become effective on the ____ day of _____, 20__.

Motion to Amend IC Parks Department two applications to the IC Trails and Parks Millage Fund

Motion to Amend Applications to the Ingham County Trails and Parks Millage Fund

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

Adopted as part of the consent agenda.

To authorize the Ingham County Parks Department to amend items 3 & 4 of round 8 of the Trails & Parks Millage for the following applications.

1. English Inn Bridge Removal and clear river obstructions Grand River - \$250,000
2. LLN Develop Maintenance Barn - \$302,400
3. LLN Replace Playground, **with newly accessible play area Boardwalk Replacements and entrance signs** (remaining boardwalks) - \$600,000 match for a \$500,000 Land and Water Grant with MDNR April 1, 2024 application.
4. BUR Replace Playground **with newly accessible play area and entrance signs** boardwalk replacement, and bank stabilization - \$575,000 match for a \$500,000 Land and Water Grant with MDNR April 1, 2024 application.
5. LLS Feasibility study & cost estimate - Carousel Building Renovation, to explore park options (i.e., trike track & playground areas, splash pad, and refrigerated skating track area, etc.) - \$35,000
6. HI 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) - \$1,500,000 match for a \$500,000 Land and Water future Grant from MDNR.

Resolution to accept donation from Mr. and Mrs. Hayhoe

Motion to Support the Resolution Authorizing the Ingham County Parks Department to accept a donation for naming rights to the Holt to Mason Trail

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

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.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE THE INGHAM COUNTY PARKS DEPARTMENT TO ACCEPT A DONATION FROM MR. AND MRS. HAYHOE FOR NAMING RIGHTS (HAYHOE TRAIL) TO THE FINAL CONNECTOR OF THE MASON TO DELHI NON-MOTORIZED TRAIL

WHEREAS, the Ingham County Parks provides recreational opportunities for constituents; and

WHEREAS, the community may wish to make donations to Ingham County Parks; and

WHEREAS, Mr. and Mrs. Richard Hayhoe would like to pledge \$250,000 to Ingham County for naming rights (Hayhoe Trail) to the final connector leg of the Mason to Delhi non-motorized trail also known as the Holt to Mason Phase 2 Feasibility Study; and

WHEREAS, the trail would be called the Hayhoe Tail; and

WHEREAS, Mr. and Mrs. Richard Hayhoe's pledge specifically names the dollars be used toward the construction of the Hayhoe Trail and will be fulfilled with half (\$125,000) in December of 2023, and half (\$125,000) in December 2024; and

WHEREAS, if for any reason the Hayhoe Trail project is not constructed, the contribution will be returned to Mr. and Mrs. Richard Hayhoe.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the Parks Department to accept a monetary gift from Mr. and Mrs. Richard Hayhoe for the naming rights (Hayhoe Trail) to the final connector leg of the Mason to Delhi non-motorized trail.

Resolution to Extend and Amend the Friends Agreement

Motion to Support the Updates to the Friends of Ingham County Agreement Renewal

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

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.

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION AMENDING AND EXTENDING THE AGREEMENT WITH THE FRIENDS OF THE INGHAM COUNTY PARKS

WHEREAS, the Ingham County Parks and the Friends of the Ingham County Parks entered into an Agreement to sell Park Patron passes, a fundraising program in 2018; and

WHEREAS, the fundraiser program allows the Ingham County Parks to collect the amount of the current annual non-resident fee at the time of the sale and the Friends of Ingham County Parks (FOICP) collecting the remainder of the \$100 Park Patron pass; and

WHEREAS, the Park Patron pass works in the same manner as the park's department annual pass and provides entry into the Ingham County Parks for one calendar year; and

THEREFORE BE IT RESOLVED, the Ingham County Board of Commissioners hereby authorizes an Amendment and Extension to the Agreement with the Friends of Ingham County Parks for the Park Patron passes, fundraising Program.

BE IT FURTHER RESOLVED, the price for the Park Patron pass remains \$100 and this revenue would be collected by the Parks Department and provides a revenue split with the Ingham County Parks collecting the annual non-resident fee and the Friends of the Ingham County Parks (FOICP) collecting the remainder amount.

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.

Motion to Accept Dirt School Additions

Motion to support a donation from Mid-Michigan Mountain Biking Association for a replacement section of trail bridge on the mountain biking trails at Burchfield County Park

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

Adopted as part of the consent agenda.

The Parks Department would like to replace a section of a deteriorating trail bridge at Burchfield County Park. Mid-Michigan Mountain Biking Association (MMMBA) has offered to purchase and donate a new 85 ft. long roller feature from American Ramp Company, with MMMBA funds. The total cost of the feature is \$12,050.37. Park staff in cooperation with MMMBA volunteers would complete installation in the fall of 2023. The added element would replace the current bridge; offering a unique and challenging riding experience for mountain bikers that utilize the park's trail network. Resolution #21-271 authorizes the Parks Department to accept monetary and/or material gifts, which will assist the Parks with facility improvements, programs and events.



MTB Trail Addition

Rollers to replace ground bridge in BeBop 85'x2'x24"
24" wide x 85' long, peaks are 2' tall, Five peaks total
Shipping/delivery

Total MMMBA Donation

\$12,050.37



Construction: Welded & coated steel frame with red cedar 2"x6" decking

DISCUSSION ITEMS

None.

BOARD/STAFF COMMENTS

Mr. Triplett stated that the Tri County Regional Planning Committee’s regional trails feasibility plan is online and it may be a good idea for the park commission to review before looking at the round 8 grant applications.

Mr. Triplett also stated that he talked to Tim Morgan about possibly having a wayfinding grant round in 2024.

Ms. Pawar inquired about getting law enforcement involved in monitoring the speed boats leaving the docks especially after a band shell night.

Mr. Collins stated that he will pass on concerns.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 6:21pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of August 14, 2023

RESOLUTION #02-23

RESOLUTION HONORING THE HASLETT BEAUTIFICATION ASSOCIATION AS THE 2022 VOLUNTEER OF THE YEAR

WHEREAS, the Parks and Recreation Commission has established an award to publicly recognize outstanding volunteers each year; and

WHEREAS, Haslett Beautification Association volunteer work at Lake Lansing Park South began in 2012 and has worked collaboratively with Ingham County Parks for 15 plus years; and

WHEREAS, special recognition needs to be given to Amy Gill, Mary Turner, Commissioner Pawar, Leo Gallegos, and Mary Katherine Hughes; and

WHEREAS, since then, Haslett Beautification Association has volunteered countless hours planting and caring for the flower beds at Lake Lansing Park South entrance; and

WHEREAS, this service has included:

- planting annuals each Spring, weeding, watering, fertilizing, mulching, controlling insects that are harmful to the annuals and perennials, and preparing flower beds for winter
- engaging in educational outreach to encourage area youth and adults to take ownership of their community resources; and

WHEREAS, the Haslett Beautification Associations efforts contribute to the Parks Department's ability to provide beautiful well-tended recreational areas to the one-half million Ingham County residents who visit Lake Lansing Park South annually.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission, by adoption of this resolution, recognizes the impact and quality of Haslett Beautification Association's work and extends its sincere appreciation for their ongoing efforts.

BE IT FURTHER RESOLVED, Haslett Beautification Association is the recipient of the 2022 Ingham County Parks Volunteer of the Year Award.

Yeas: Hamrick, Thomas, Pratt, Pawar, Triplett, Lentz, James

Nays: None

Absent: Trubac, Ferguson, Marr

Adopted as part of the consent agenda.

Ingham County Board of Commissioners

**CHAIRPERSON
RYAN SEBOLT
DISTRICT 9**

**VICE-CHAIRPERSON
CHRIS TRUBAC
DISTRICT 3**

**VICE-CHAIRPERSON PRO TEM
RANDY MAIVILLE
DISTRICT 1**



**INGHAM COUNTY COURTHOUSE
P.O. BOX 319
MASON, MICHIGAN 48854-0319**

**TELEPHONE: 517 676-7200
FAX: 517 676-7264
web site: www.ingham.org**

**BECKY BENNETT
DIRECTOR**

**KARLA RUEST
DISTRICT 2**

**TODD TENNIS
DISTRICT 4**

**MYLES JOHNSON
DISTRICT 5**

**VICTOR CELENTINO
DISTRICT 6**

**THOMAS MORGAN
DISTRICT 7**

**ROBERT PEÑA
DISTRICT 8**

**GABRIELLE LAWRENCE
DISTRICT 10**

**MARK GREBNER
DISTRICT 11**

**IRENE CAHILL
DISTRICT 12**

**SIMAR PAWAR
DISTRICT 13**

**MARK POLSDOFER
DISTRICT 14**

**MONICA SCHAFER
DISTRICT 15**

August 23, 2023

Ms. Cherry Hamrick
3727 Tecumseh River
Lansing, MI 48906

Dear Ms. Hamrick:

The Ingham County Board of Commissioners reappointed you to serve on the Parks Commission to a term expiring January 1, 2028.

The Board hopes that your involvement in County government will prove to be a rewarding experience.

Sincerely,

Becky Bennett
Board Coordinator

**TRAILS AND PARKS MILLAGE
PROJECT STATUS / ACCOUNTING
INGHAM COUNTY, MI**

Project No.	Project Description	Contract Amount	Amended Contract Total	Actual Expend. 2015-2023	Encumbered 2015-2023	Projected Projects 2024-2026	Total Reimbursed/ Paid Amount	Total Encumbered Balance	Left Over Balance	Expenditures To Date	Remaining Funds, Not Expended	2023 Projected Expenditures	2024 Projected Expenditures	2025 Projected Expenditures	2026 Projected Expenditures	Left Over Funds
Total Budgeted		\$49,089,609.77	\$49,089,609.77						\$1,063,125.10	\$28,108,419.01	\$20,008,541.98	\$10,631,451.10	\$7,001,948.98	\$977,807.20	\$1,672,598.62	\$1,063,125.10
Total Expended / Projected		\$16,575,912.39		\$28,108,419.33	---	\$1,625,534.85	\$28,108,419.01	\$20,008,541.96								
Total Encumbrances		\$7,792,459.40		---	\$20,008,541.96	---										
Actual Millage Collected (2015-2023)		\$33,824,250.17		\$33,824,250.17		---										
Estimated Millage to Collect (2024-2026)		\$14,506,348.73				\$14,506,348.73										
Fund Balance (Total Collected less Expend/Encumbered)		-\$13,959,881.11		-\$13,959,881.11												
Fund Balance (Total Estimated to Collect less Projected)		\$12,547,983.88				\$12,547,983.88										

Current Cash On Hand Amount	8/8/23	\$8,605,305.65		
Payments / Commitments made / pending	8/8/23	\$2,281,380.87		
Projected Cash On Hand	6/30/23	\$6,323,924.78		
Projected Expenditures (8/8/23 - 12/31/23)	12/31/23	\$10,631,451.10	\$33,824,250.17	Millage Collected (2015-2023)
Projected Cash On Hand	12/31/23	-\$4,307,526.32	\$14,506,348.73	Millage Estimated to Collect (2024-2026)
2024 Millage Revenue	1/31/24	\$4,601,538.06	\$48,330,598.90	TOTAL Millage Collected / Estimated to Collect (2015-2026)
Projected Cash On Hand	1/31/24	\$294,011.74		
Projected Projects (2024)	12/31/24	\$942,307.97	\$28,108,419.33	Total Millage Expended to Date (8/9/23)
Projected Expenditures (2024)	12/31/24	\$7,001,948.98	\$20,008,541.96	Total Millage Committed to Date, not yet Expended (8/9/23)
Projected Cash On Hand	1/1/25	-\$7,650,245.21	\$48,116,961.28	TOTAL Expended / Committed to Date (8/9/23)
2025 Millage Revenue	1/31/25	\$4,831,614.96		
Projected Cash On Hand	1/31/25	-\$2,818,630.25	\$213,637.62	Remaining Actual Balance, not committed (8/9/23)
Projected Projects (2025)	12/31/25	\$528,718.44		
Projected Expenditures (2025)	12/31/25	\$977,807.20	\$1,625,534.85	Projected Expenditures (2024-2026)
Projected Cash On Hand	1/1/26	-\$4,325,155.88	-\$1,411,897.23	TOTAL Estimated Millage Funds Remaining (8/9/23)
2026 Millage Revenue	1/31/26	\$5,073,195.71		
Projected Cash On Hand	1/31/26	\$748,039.83		
Projected Projects (2026)	12/31/25	\$487,338.44		
Projected Expenditures (2026)	12/31/26	\$1,672,598.62		
Projected Cash On Hand	1/1/27	-\$1,411,897.23		

Millage Cash on Hand after Meridian and COL Requests

Millage Reimbursements		
TR#	Community	Amount
TR031	Meridian Charter Township	700,000.00
Multiple	City of Lansing	1,574,726.61
Grand Total		2,274,726.61
Millage cash on hand as of 9.8.23		4,978,891.65
Remaining after reimbursements		2,704,165.04

Fund ... TRLS/PKS M
 Org ... TRLS/PKS M
 Object ... GEN CASH
 Project ...

4 YEAR COMPARISON HISTORY 4 YEAR GRAF

Yr/Per 2023/01	Fiscal Year 2023
Original Budget	<input type="text" value=".00"/>
Transfers In	<input type="text" value=".00"/>
Transfers Out	<input type="text" value=".00"/>
Revised Budget	<input type="text" value=".00"/>
Actual (Memo)	<input type="text" value="4,978,891.65"/>
Encumbrances	<input type="text" value=".00"/>
Requisitions	<input type="text" value=".00"/>
Available	<input type="text" value=".00"/>
Percent used	<input type="text" value=".00"/>

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of September 11, 2023

Motion to request staff to write a resolution to create a policy for addressing supplemental requests from communities for reimbursements exceeding approved contractual terms.

Staff is recommending the following suggestions for any additional requests for Trails and Parks Millage projects in the future:

- 1) No supplemental requests will be honored for projects that are already completed. To be considered for funding, communities are required to submit any additional requests for funding that require a contract amendment for approval of the Park Commission and the Board of Commissioners, prior to bid award for projects that exceed the approved contractual budget. Bid awards for projects that exceed the approved budget PRIOR to approval of additional millage funds from the County are not the responsibility of the County millage. Funding will not be provided retroactively for any tasks that have already been completed.
- 2) A minimum match of 10% must be provided by the local community of any request for additional funding. This match requirement is subject to waiver by the Ingham County Board of Commissioners upon request.

MOVED BY

SUPPORTED BY

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of September 11, 2023

Motion to direct the Ingham County Parks Staff to write a Resolution amending three grants with the City of Mason

MOVED BY

SUPPORTED BY

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



SENT VIA EMAIL

September 6, 2023

Ingham County
Attn: Tim Morgan, Parks Director
121 E. Maple Street, Suite 102
Mason, MI 48854
Email: TMorgan@ingham.org

Dear Mr. Morgan,

The City of Mason is requesting consideration of grant amendments as detailed in the attachments (Resolution 2023-38) to the following grant agreements:

- Jefferson Trailhead / Cemetery / Community Garden (CIP: 2020-P15/ TR095)
- Columbia Street Bridge- Protected Walkway Construction (CIP: 2021-P2/ TR110), and
- Hayhoe Riverwalk Trail – Evaluation and Repair (CIP: 2020-P3/ TR103)

These projects were recently bid out and due to the high bids received, the City is proposing to reduce the scope of Hayhoe Riverwalk Trail Repair and shift some of those funds to the other projects coming in over budget. This will allow progress on all three projects and completion of two, without any additional allocation by Ingham County.

The scope change to the Hayhoe Riverwalk Trail Repair will remove the Lee Austin Park trail relocation. That portion of the project is currently part of a larger Park Master Plan discussion with significant public engagement. Based on the results, it may change the goals for this area and the location of the trail. It would be appropriate to delay until the park plans have been finalized. The City of Mason hopes we will still be eligible to be considered for a future grant at this location if we apply.

The Mason City Council supports this amendment request and approved the attached Resolution 2023-38. Thank you for your consideration of these amendments and please let me know if you have any questions or concerns.

Sincerely,

Deborah S. Stuart
City Manager

Enclosures / Attachments:
City of Mason City Council Resolution No. 2023-38

201 West Ash Street; Mason, MI 48854-0370
Office: 517.676.9155; Website: www.mason.mi.us

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2023-38**

**AUTHORIZING GRANT AMENDMENTS REQUESTS TO THE
INGHAM COUNTY REGIONAL TRAILS AND PARK MILLAGE GRANT AGREEMENTS**

September 5, 2023

WHEREAS, the City of Mason received funding for the following City Projects (“Projects”) from the Ingham County Trails and Parks Millage Fund for the purpose of regional recreational amenity maintenance:

- Jefferson Trailhead / Cemetery / Community Garden (CIP: 2020-P15/ TR095)
- Columbia Street Bridge- Protected Walkway Construction (CIP: 2021-P2/ TR110), and
- Hayhoe Riverwalk Trail – Evaluation and Repair (CIP: 2020-P3/ TR103); and

WHEREAS, the City executed grant agreement in October 2021 based on the probable costs outlined in Exhibit A; and

WHEREAS, the City received bids that varied from those probable costs that were in excess of the grant award and anticipated match; and

WHEREAS, the City, in an effort to be prudent with the grant award and continue with all projects, reduced the scope in project TR103 to remove the lower priority trail relocation related to Lee Austin Park with plans to apply for that portion in a future round; and

WHEREAS, the City believes reallocating grant and match funds from TR103 to projects TR095 and TR110 as outlined in Exhibit A to ensure all projects move forward without a grant increase request.

NOW, THEREFORE, BE IT RESOLVED THAT: the City Council hereby authorizes the City Manager to submit a grant amendment request to the Ingham County Trails and Parks Millage Fund as outlined in Exhibit A and commits to the following match for those projects:

- Hayhoe Riverwalk Trail – Rayner Bond Fund: \$14,962.50;
- Columbia Street Bridge- Protected Walkway- Major Street Fund: \$24,099.38;
- Jefferson Trailhead: Rayner Bond Fund: \$36,944.50, and

negotiate final terms of the grant amendments consistent with this resolution, if approved; and

BE IT FURTHER RESOLVED, the City Council hereby authorizes the budget amendments required to facilitate this project consistent with this resolution, if amended.

The foregoing Resolution was moved for adoption by Councilmember Clark and seconded by Councilmember Droscha and declared adopted by the following vote:

Yes (6) Clark, Droscha, Ferris, Preadmore, Schaffer, Whipple

No (0)

Absent (1) Vogel

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF INGHAM) ss
CITY OF MASON)

I, the undersigned, the duly qualified and acting Clerk of the City of Mason, County of Ingham, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Mason at a regularly scheduled meeting held on Monday, September 5, 2023, pursuant to the Michigan Open Meetings Act, the original of which is on file in my office as part of the Council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 6th day of September, 2023.



Sarah J. Jarvis, City Clerk
City of Mason, Ingham County, Michigan

Ingham County Grants Amendment Request

Grant Approved October 2021						
Project	Construction	Construction Engineering (no more than 15%)	Contingency (no more than 10%)	Total	County Grant	City Match
Jefferson Trailhead/Community Garden- (#TR095)	\$181,750.00	\$27,262.50	\$18,175.00	\$227,187.50	\$204,000.00	\$23,187.50
Columbia Street Bridge- Protected Walkway Construction (#TR110)	\$144,370.00	\$21,655.50	\$14,437.00	\$180,462.50	\$162,000.00	\$18,462.50
Hayhoe Riverwalk Trail- Repair (#TR103)	\$300,420.00	\$45,063.00	\$30,072.00	\$375,555.00	\$337,000.00	\$38,525.00
Total	\$626,540.00	\$93,981.00	\$62,684.00	\$783,205.00	\$703,000.00	\$80,175.00

Actual Cost/ Requested Amendment						
Project	Construction	Construction Engineering (no more than 15%)	Contingency (no more than 10%)	Total	County Grant	City Match
Jefferson Trailhead/Community Garden- (#TR095)	\$295,315.60	\$44,297.34	\$29,531.56	\$369,144.50	\$332,200.00	\$36,944.50
Columbia Street Bridge- Protected Walkway Construction (#TR110)	\$192,879.50	\$28,931.93	\$19,287.95	\$241,099.38	\$217,000.00	\$24,099.38
Hayhoe Riverwalk Trail- Repair (#TR103)	\$119,650.00	\$17,947.50	\$11,965.00	\$149,562.50	\$134,600.00	\$14,962.50
Total	\$607,845.10	\$91,176.77	\$60,784.51	\$759,806.38	\$683,800.00	\$76,006.37

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of September 11, 2023

Motion to direct the Ingham County Parks staff to write a Resolution requesting additional funding as requested by Meridian Township

MOVED BY SUPPORTED BY

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



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

**Patricia Herring
Jackson**
Township Supervisor

Deborah Guthrie
Township Clerk

Phil Deschaine
Township Treasurer

Scott Hendrickson
Township Trustee

Kathy Ann Sundland
Township Trustee

Marna Wilson
Township Trustee

Courtney Wisinski
Township Trustee

Frank L. Walsh
Township Manager

09/01/2023

Mr. Tim Morgan
Ingham County Parks Director
Ingham County Parks Department
121 E. Maple St.
P.O. Box 178
Mason, MI 48854

Dear Mr. Morgan:

Subject: Meridian Township – TR031 Cost Increases

Please accept this letter of explanation as the formal request from Meridian Township to increase the grant amount for project TR031, the MSU to Lake Lansing Connector Trail, Phase I by \$700,000. For reference, the initial Trails and Parks Millage application was in 2016, while the actual construction contract was let, through MDOT, in October of 2022.

One of the primary drivers of the increased costs are the drastic rates of inflation that we have seen over the last several years. We always account for inflation, including for this project during the grant application in 2016. However, the industry standard had been 5% prior to the Covid-19 pandemic, and since then rates have skyrocketed. For example, the Township's per ton price for asphalt repairs in 2017 was \$165; in 2022 it was \$265. For concrete repairs, one square foot in 2017 cost \$4; in 2022, \$7.98. Most significantly, one-foot of 8" water main cost \$45.56 in 2016; in 2023 that same one-foot is \$160. Respectively, these are 60%, 100%, and 350% increases. For comparison, the assumed 5% annual inflation would only produce a 34% overall increase over this same period.

Beyond inflation, there have been numerous, unexpected changes that have further increased the cost of the project. They are as follows:

1. Right-of-way (ROW) Acquisition

Historically Meridian Township has handled all of the design and construction administration in-house for trail projects, including the last TAP grant project back in 2010. However, the requirements imposed by MDOT for such projects has changed and become much more complicated, with new rules and new standards being imposed. For the acquisition of ROW, whereas Meridian has engaged in simple negotiations with property owners, MDOT now requires following federal procedures. This required the use of a prequalified ROW consultant, and paying significantly more for easements than we ever have historically. The cost for the consultant was brought onboard in March of 2020 for \$43k, with the acquisition taking place across 2021 & 2022 and coming to an additional \$270k.

2. Additional Boardwalk

As part of the permitting process through EGLE, the east approach to the bridge was required to be constructed as a boardwalk, in lieu of an asphalt trail. This came from EGLE in December of 2021 and increased the cost by \$100k.

3. Additional Fence

As part of the project development through MDOT, additional fencing was required along portions of the trail. These comments came in June of 2022 and added \$43k to the construction cost.

4. Construction & Contract Administration

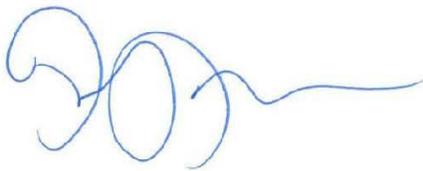
Along with #1 above, the increased requirements imposed on MDOT projects since the Township's last TAP grant in 2010 meant that a consultant was required to manage the onsite construction activities, as well as to meet all of the office and documentation requirements. This consultant was brought onboard in December of 2022, adding an additional \$250k to the project cost.

Attached is a complete breakdown of expenses for the project, these reflect everything paid to date. The construction contract with MDOT is approximately 42% complete. While the Township has had discussions with Ingham County Parks Department staff about the fact that increased costs were anticipated, this is the first formal request for additional funding on this, or any other, Trails and Parks Millage grant for Meridian Township. The reason for the request at this stage is that the full costs were not able to be known until after the bid opening in October of 2022. Moreover, the Township wanted to verify the full scope of the necessary funding adjustments in order to make only a single request for additional funding.

To summarize, the original estimate for the project was \$3,000,000. Of this, \$1.7M came from the MDOT TAP grant, \$950k from the Ingham County Trail Millage, and \$350k was from the Meridian Township Pathway Millage. For all of the reasons elucidated above, the currently anticipated final cost is \$3,700,000. The MDOT TAP grant, utilizing federal funding, is hard-capped and cannot be increased. Therefore, Meridian Township is requesting assistance from the Ingham County Trails and Parks Millage for an additional \$700,000 allocation in order to complete this project.

If there are any questions about our request or the work thus far completed, please feel free to reach out to me.

Sincerely,



Nyal Nunn, CFM

Senior Project Engineer/DPW

nunn@meridian.mi.us

W 517.853.4468 | F 517.853.4095

5151 Marsh Road | Okemos, MI 48864

meridian.mi.us

Phase I (TR031) - Expenses

Vendor	Ref. #	Invoice #	Pay Est #	Invoice Date	Amount	Check No.	Check Date	Description
Arbre Croche	87703	MAY12020		5/1/2020	\$4,344.00	102799	6/3/2020	Archaeological Survey
Fishbeck		416498		10/10/2022	\$4,530.75	108165	11/1/2022	Wetland Delineation
HRC	100416 100878 100879 102576 102838	202792 203464 203464 206840 207700		12/19/2022 1/20/2023 1/20/2023 6/5/2023 6/29/2023	\$8,638.33 \$1,248.98 \$9,628.23 \$116,919.12 \$21,101.71	108728 108933 108933 109671 109820	1/10/2023 2/7/2023 2/7/2023 6/20/2023 7/11/2023	Contract Admin & Construction Insp Contract Admin & Construction Insp Contract Admin & Construction Insp Contract Admin & Construction Insp Contract Admin & Construction Insp
ICDC	AP198750	Permit App		10/11/2022	\$525.00	108081	10/18/2022	Drain Crossing Permit
ICRoD	101516	4432018		2/9/2023	\$30.00	109170	3/21/2023	Easement Recording Fee
ICRD	101287	20221115		11/8/2022	\$205,000.00	109092	3/7/2023	Local Match Deposit & Oversight
ICRD	101614	9134		2/1/2023	\$12,428.85	109254	4/5/2023	Construction Payment #1
ICRD	102319	9149		5/11/2023	\$92,311.41	109582	6/7/2023	Construction Payment #2
ICRD	102837	9155		6/21/2023	\$41,508.76	109821	7/11/2023	Construction Payment #3
Mannik & Smith Group	72371 72858 72629 73485 73855 74753 75612 76258 83712 83885 85181 92510 93394 93395 96561 96751 96752	67754 67010 68203 70571 71142 71325 82552 81532 83099-83939 95976 95233 97527 102427 97041 97994		5/15/2017 4/10/2017 8/9/2017 8/29/2017 10/16/2017 7/23/2019 6/11/2019 10/28/2019 5/24/2021 4/9/2021 7/26/2021 4/1/2022 4/21/2022 4/20/2022	\$476.00 \$924.50 \$2,975.00 \$8,425.00 \$2,395.19 \$575.75 \$2,772.80 \$1,253.00 \$9,531.67 \$1,242.30 \$16,219.59 \$2,196.75 \$1,861.75 \$1,392.10 \$3,127.45 \$641.15 \$294.00	95255 95670 95372 95943 96128 96624 97137 97492 101121 101121 101684 105148 105519 105519 106951 107039 107039	6/6/2017 7/18/2017 6/20/2017 8/15/2017 9/5/2017 11/9/2017 1/9/2018 3/6/2018 8/6/2019 8/6/2019 11/5/2019 6/1/2021 8/3/2021 8/3/2021 4/12/2022 4/26/2022 4/26/2022	Feasibility Study Feasibility Study Feasibility Study Feasibility Study Feasibility Study Feasibility Study Feasibility Study Survey Survey Survey NEPA Clearance NEPA Clearance NEPA Clearance NEPA Clearance NEPA Clearance NEPA Clearance NEPA Clearance
Mark Jordan Enterprises	87308 89852 94876 96560	Invoice #1 Invoice #2 Invoice #3 Invoice #4		3/30/2020 10/20/2020 11/10/2021 2/4/2022	\$7,200.00 \$13,250.00 \$16,500.00 \$4,800.00	102618 103798 106150 106952	4/15/2020 11/5/2020 11/16/2021 4/12/2022	Easement Acquisition Easement Acquisition Easement Acquisition Easement Acquisition
Midwest Tree Service	97856 97857 101119	2642 2643 2786		6/27/2022 6/27/2022 2/6/2023	\$12,944.00 \$97,923.00 \$4,039.00	107623 107624 109028	7/26/2022 7/26/2022 2/21/2023	Stump Removal - Entire Trail Tree Removal - Entire Trail Tree Removal - 2875 Northwind
MSU	96783	IPF-W22031793		3/29/2022	\$4,164.80	107087	5/3/2022	Tree Rem on MSU Property
PERMITS		Credit Card Credit Card		9/1/2021 5/5/2023	\$510.00 \$510.00	Receipt Receipt		EGLE Permit #1 (Trail Construction) EGLE Permit #2 (Bridge Installation)
PSI - Intertek	85416	666264		7/31/2019	\$12,500.00	101892	12/3/2019	Soil Borings
RM Electric	95477 95954	PAYEST#3 PAY EST #4 FINAL	#3 #4	1/5/2022 2/8/2022	\$14,210.93 \$21,316.40	106499 106679	1/11/2022 2/15/2022	Flashing Beacon Flashing Beacon
ROW Acquisition	91700 91699 91883 92269 92268 92476 92477 92478 93091 JE#65329	20210304 20210305 20210324 20210429 PHASE I 20210512 20210512 20210512 20-202-004 PURCHASE		3/4/2021 3/5/2021 3/24/2021 4/29/2021 4/29/2021 5/12/2021 5/12/2021 5/12/2021 7/6/2021 3/11/2022	\$25,000.00 \$2,500.00 \$40,405.00 \$28,940.00 \$2,196.00 \$17,931.00 \$8,516.00 \$38,801.00 \$6,597.00 \$102,340.65	104704 104681 104819 104994 104994 105064 105064 105064 107440 4142235	3/16/2021 3/16/2021 3/30/2021 5/6/2021 5/6/2021 5/18/2021 5/18/2021 5/18/2021 6/29/2022 3/14/2022	2815 Northwind 2900 Northwind 2875 Northwind 4950 Hagadorn - Esmt 4950 Hagadorn - Grading 2655 Grand River (A) 2655 Grand River (B) 2671 Grand River 4917 Dawn 4887/4893 Dawn
ROWE Prof. Services. Co.	102161 102000	102161 107511		2/28/2022 3/14/2023	\$12,150.00 \$387.50	106967 109437	4/12/2022 5/2/2023	Structural Analysis Structural Analysis
SME	94012 94406 94905 95156 96011	122064 122953 123373 124059 122062		9/13/2021 10/5/2021 10/15/2021 11/10/2021 9/17/2021	\$3,000.00 \$6,600.00 \$2,115.85 \$9,800.00 \$1,180.30	105845 105985 106181 106335 106683	9/22/2021 10/20/2021 11/16/2021 12/14/2021 2/15/2022	Env Assmt, Dawn Ave ROW Acquisition Env Assmt, Dawn Ave ROW Acquisition

Status Date: 7/27/2023

\$1,092,847.57

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of September 11, 2023

Motion to reconsider the previous motion from the August 14, 2023 Park Commission meeting directing the Ingham County Park staff to write a Resolution requesting additional bridge funding as requested by the City of Lansing in light of additional information since the August meeting

MOVED BY

SUPPORTED BY



Wed 8/2/2023 7:45 PM

Timothy Morgan <TMorgan@ingham.org>

Fwd: Letter City of Lansing - Trail Grants

to Jared Cypher

cc Moore, Tanya M.; Kelly Burkholder

 Bridges Funding Request.pdf
132 KB

Caution: This email originated from a source outside Spicer Group. Do not click on links or open attachments unless you recognize the sender and you know the content is safe.

Tanya we can discuss after you have time to review.
Kelly please add this to the August Park Commission action items.

I will reply to the email letting them know they should have someone at the August 14th Park Commission meeting to answer any questions.

Thank you,
Tim

Get [Outlook for iOS](#)

From: Brown, Kellie J. <Kellie.Brown@lansingmi.gov>
Sent: Wednesday, August 2, 2023 4:31:41 PM
To: Timothy Morgan <TMorgan@ingham.org>; Nicole Wallace <NWallace@ingham.org>; Ryan Sebolt <RSebolt@ingham.org>
Subject: Letter City of Lansing - Trail Grants

Attached please find a letter outlining additional funding requirements for City of Lansing trail/bridge projects.

Thank you

Kellie Brown
Administrative Specialist
Department of Parks and Recreation – Administration
200 N. Foster Ave. | Lansing, MI 48912
O: 517.483.4307 | E: kellie.brown@lansingmi.gov
[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [Guide](#)

Letter 1, Received August 2 at 4:32pm by Kellie Brown

**Brett
Kaschinske**
Director



Andy Schor, Mayor

Parks and Recreation
Department 200 N. Foster
Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX:
517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

August 2, 2023

Mr. Ryan Sebolt, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Sebolt, Mr. Morgan and Ms. Wallace:

In September 2019 the City of Lansing received cost estimates for Bridges 11, 24, 25, 26 and 28. The total cost of construction at that time was estimated at approximately \$1.15 million, with an additional \$350,000 in engineering costs for a total of \$1.5 million. The City submitted fifth round grant applications based on these estimates with a proposed County funding of \$1.1 million dollars and a local match of \$400,000.

These grants were approved in January 2020 and in the fall of 2020 the city issued a Request for Proposal for design and construction engineering of the bridges.

Mannik Smith Group was awarded the project with an engineering cost of \$370,000 instead of the estimated \$350,000. During the design phase, Mannik Smith Group did an in-depth inspection of the bridges resulting in the discovery of additional work required to ensure structural integrity. The additional work required is complete deck replacement for all bridges and complete replacement of structural steel beams on Bridge 26.

In 2019 when the original cost estimates were received, Tetra Tech provided cost estimates based on minimal decking repairs for bridges 24 and 25, complete decking on bridge 11, 26 and 28 and minimal beam repair on bridge 26.

As we have discovered with many projects, post Covid-19 Pandemic supply issues have continued to be problematic as well as the significant increased cost in materials.

Due to the above-mentioned circumstances, the estimated total cost of the projects has increased since 2019 from the original cost of \$1.15 million to \$2.64 million in 2023.

This letter is a request to increase County budget funding for projects CL-11-LTE-RC, CL-24-LT-GR, CL-25-LT-GR, CL-26-LT-GR and CL-28-LT-GR. The city is asking for supplemental funding in the amount of \$1.5 million dollars to encompass the additional costs of the projects.

The City of Lansing is fortunate to have a highly utilized trail system and support of the County for projects through the trails and parks millage. The City has been entrusted with grant funds from Ingham County and I want to assure you the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

If I may be of further assistance or answer any questions you may have, feel free to contact me at 517.483.4042 or brett.kaschinske@lansingmi.gov.

Sincerely,

A handwritten signature in cursive script that reads "Brett Kaschinske".

Brett Kaschinske, Director
Department of Parks and Recreation

"Equal Opportunity Employer"



Wed 8/9/2023 11:05 AM

Brown, Kellie J. <Kellie.Brown@lansingmi.gov>

RE: Letter City of Lansing - Trail Grants

To Timothy Morgan; Kaschinske, Brett

Cc Moore, Tanya M.



Cost Estimates Additional Funding.pdf
105 KB



Ingham Cty - Bridges Funding Request - Revised.pdf
134 KB

Caution: This email originated from a source outside Spicer Group. Do not click on links or open attachments unless you recognize the sender and you know the content is safe.

Tim and Tanya

Attached please find a revised letter outlining the exact amounts and a spreadsheet reiterating the amounts. After your review, please forward to all the appropriate individuals.

Please let Brett know if you have any questions and he will plan on attending the meeting Monday evening.

Thank you
Kellie

Letter 2 received by Kellie Brown August 9th 11:05am

**Brett
Kaschinske**
Director



Andy Schor, Mayor

Parks and Recreation
Department 200 N. Foster
Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX:
517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

August 9, 2023

Mr. Ryan Sebolt, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Sebolt, Mr. Morgan and Ms. Wallace:

In September 2019, the City of Lansing received cost estimates for Bridges 11, 12, 24, 25, 26 and 28. The total cost of construction at that time was estimated at \$1,143,235.50, with an additional \$342,970.65 in engineering costs for a total of \$1,486,206.15. The City submitted fifth round grant applications based on these estimates with a proposed County funding of \$1,086,206.15 and a local match of \$400,000.00.

These grants were approved in January 2020 and in the fall of 2020 the city issued a Request for Proposal for design and construction engineering of the bridges.

Mannik Smith Group was awarded the project with an engineering cost of \$371,226.58, slightly more than the estimated \$342,970.65. During the design phase, Mannik Smith Group did an in-depth inspection of the bridges, which resulted in the discovery of additional work required to ensure structural integrity. The additional work required included a complete deck replacement for all bridges and complete replacement of structural steel beams on Bridge 26.

In 2019, when the original cost estimates were received, Tetra Tech provided cost estimates based on minimal decking repairs for bridges 24 and 25, complete decking on bridge 11, 26 and 28 and minimal beam repair on bridge 26.

In addition to these changes, we determined that it would be more feasible and cost effective to delay construction on Bridge 12 (under east Elm Street on the east bank of the Red Cedar River). Work on this bridge will be done in conjunction with the replacement of the east Elm Street vehicle bridge over the Red Cedar River.

As we have discovered with many projects, post Covid-19 Pandemic supply chain issues have continued to be problematic as well as the significant increased cost in materials. Timber decking materials were 400% higher and structural steel materials were 300% higher in the post Covid-19 bidding environment.

Due to the above-mentioned circumstances, the total cost of the projects has increased since 2019 from the original estimate of **\$1,486,206.15** to the as-constructed amount of **\$3,071,692.72** in 2023. Please see the attached spreadsheet for a breakdown of these changes.

This letter is a request to increase County budget funding for projects CL-11-LTE-RC, CL-24- LT-GR, CL-25-LT-GR, CL-26-LT-GR and CL-28-LT-GR. The city is asking for supplemental funding in the amount of **\$1,585,486.57** to encompass the additional costs of the projects.

The City of Lansing is fortunate to have a highly utilized trail system and support of the County for projects through the trails and parks millage. The City has been entrusted with grant funds from Ingham County and I want to assure you the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

Should the County approve the supplemental funding of these projects, the City of Lansing will ensure provision of all appropriate invoices for reimbursement before the end of this calendar year.

If I may be of further assistance or answer any questions you may have, feel free to contact me at 517.483.4042 or brett.kaschinske@lansingmi.gov.

Sincerely,



Brett Kaschinske, Director Department
of Parks and Recreation

“Equal Opportunity Employer”



Thu 8/10/2023 8:30 AM

Jones, Marc <Marc.Jones@lansingmi.gov>

Revised spreadsheet/letter

To Kaschinske, Brett; Brown, Kellie J.

Cc Moore, Tanya M.

 Ingham Cty - Bridges Funding Request.doc
477 KB

 Cost Estimates -rev.pdf
103 KB

Caution: This email originated from a source outside Spicer Group. Do not click on links or open attachments unless you recognize the sender and you know the content is safe.

Brett, Kellie, Tanya –

I took a look at Tanya's comments and included engineering costs for each bridge instead of project-wide.

Also, I ended up including the engineering costs that we spent for Bridge 12, even though it was eliminated from the project.

As a result, the final ask changed a bit from \$1.585 million to \$1.574 million. I revised the spreadsheet to make it simpler and also revised the letter to reflect the new amounts.

Hopefully it's not too late to include these docs in the packet.

Let me know if you have any further comments.

Thanks

Marc P. Jones, P.E.

Project Engineer

Public Service Department – Engineering

124 W. Michigan Ave. | Lansing, MI 48933

O: 517-483-4266 | C: 517-388-9474 | E: marc.jones@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#) | [Instagram](#)

Letter 3, Received August 10th at 8:30am by Marc Jones

Brett Kaschinske
Director



Andy Schor, Mayor

Parks and Recreation Department
200 N. Foster Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX: 517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

August 2, 2023

Mr. Ryan Sebolt, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

Dear Chairperson Sebolt, Mr. Morgan and Ms. Wallace:

In September 2019, the City of Lansing received cost estimates for Bridges 11, 12, 24, 25, 26 and 28. The total cost of construction at that time was estimated at \$1,143,235.50, with an additional \$342,970.65 in engineering costs for a total of \$1,486,206.15. The City submitted fifth round grant applications based on these estimates with a proposed County funding of \$1,086,206.15 and a local match of \$400,000.00.

These grants were approved in January 2020 and in the fall of 2020 the city issued a Request for Proposal for design and construction engineering of the bridges.

Mannik Smith Group was awarded the project with an engineering cost of \$371,226.58, somewhat more than the estimated \$342,970.65. During the design phase, Mannik Smith Group did an in-depth inspection of the bridges, which resulted in the discovery of additional work required to ensure structural integrity. The additional work required included a complete deck replacement for all bridges and complete replacement of structural steel beams on Bridge 26.

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In addition to these changes, we determined that it would be more feasible and cost effective to delay construction on Bridge 12 (under east Elm Street on the east bank of the Red Cedar River). Work on this bridge will be done in conjunction with the replacement of the east Elm Street vehicle bridge over the Red Cedar River. Some engineering work was completed before this decision was made.

As we have discovered with many projects, post Covid-19 Pandemic supply chain issues have continued to be problematic as well as the significant increased cost in materials. Timber decking materials were 400% higher and structural steel materials were 300% higher in the post Covid-19 bidding environment.

Due to the above-mentioned circumstances, the total cost of the projects has increased since 2019 from the original estimate of **\$1,486,206.15** to the as-constructed amount of **\$3,060,932.76** in 2023. Please see the attached spreadsheet for a breakdown of these changes.

This letter is a request to increase County budget funding for projects CL-11-LTE-RC, CL-24-LT-GR, CL-25-LT-GR, CL-26-LT-GR and CL-28-LT-GR. The city is asking for supplemental funding in the amount of **\$1,574,726.61** to encompass the additional costs of the projects.

The City of Lansing is fortunate to have a highly utilized trail system and support of the County for projects through the trails and parks millage. The City has been entrusted with grant funds from Ingham County and I want to assure you the City is being a wise steward of millage dollars and performing our due diligence for long-term repair to prevent further deterioration and provide a safe regional River Trail.

If I may be of further assistance or answer any questions you may have, feel free to contact me at 517.483.4042 or brett.kaschinske@lansingmi.gov.

Sincerely,



Brett Kaschinske, Director
Department of Parks and Recreation

"Equal Opportunity Employer"

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: September 5, 2023
SUBJECT: Amendment to City of Lansing Millage Agreements
For the meeting agenda of 9/18/23 Human Services and 9/20/23 Finance

BACKGROUND

The City of Lansing is requesting an increase in their budget of \$1,574,726.61 due to cost overruns for millage projects TR072 (Bridge 26), TR073 (Bridge 25), TR074 (Bridge 24), TR076 (Bridge 11), and TR077 (Bridge 28) and reallocating \$75,625.70 from project TR075 (Bridge 12) to TR072 (Bridge 26 due to unforeseen circumstances as detailed in Exhibit A. Staff reviewed and discussed the request with the City of Lansing.

ALTERNATIVES

The Park Commission considered this request at their August 14th meeting and recommended this approach. The alternatives would be to fund the entire \$1,499,100.91, or not fund the request.

FINANCIAL IMPACT

The City of Lansing is requesting an amendment to Agreements TR072 to reallocate \$75,625.70 from TR076 to TR072, an amendment to Agreements TR072, TR073, TR074, TR076 and TR077 to increase the budget by \$1,499,100.91.

The current Trails and Parks Millage cash on hand as of September 5, 2023 is \$5,261,901.71. The financial impact from this request will be an additional \$1,499,100.91 and reallocation amount of \$75,625.70 from the Trails and Parks Millage fund balance.

For your reference a full detailed report of the trails and park millage project status is available online: http://parks.ingham.org/trails_and_parks_millage/awards.php.

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 Ingham County Park Commission supported this resolution at their August 14, 2023 meeting.

Brett Kaschinske
Director



Andy Schor, Mayor

Parks and Recreation Department
200 N. Foster Avenue
Lansing, Michigan 48911
PH: 517.483.4277 – FAX: 517.377.0180
TDD: 517.483.4473
www.lansingmi.gov/parks

August 2, 2023

Mr. Ryan Sebolt, Chairperson
Board of Commissioners
P.O. Box 319
Mason, MI 48854

Mr. Timothy Morgan, Director
Ingham County Parks
P.O. Box 178
Mason, MI 48854

Ms. Nicole Wallace
Trails & Parks Millage Coordinator
P.O. Box 178
Mason, MI 48854

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Mr. Ryan Sebolt
Mr. Timothy Morgan
Ms. Nicole Wallace

Page 2

August 2, 2023

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This letter is a request to increase County budget funding for projects CL-11-LTE-RC, CL-24-LT-GR, CL-25-LT-GR, CL-26-LT-GR and CL-28-LT-GR. The city is asking for supplemental funding in the amount of **\$1,574,726.61** to encompass the additional costs of the projects.

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If I may be of further assistance or answer any questions you may have, feel free to contact me at 517.483.4042 or brett.kaschinske@lansingmi.gov.

Sincerely,



Brett Kaschinske, Director
Department of Parks and Recreation

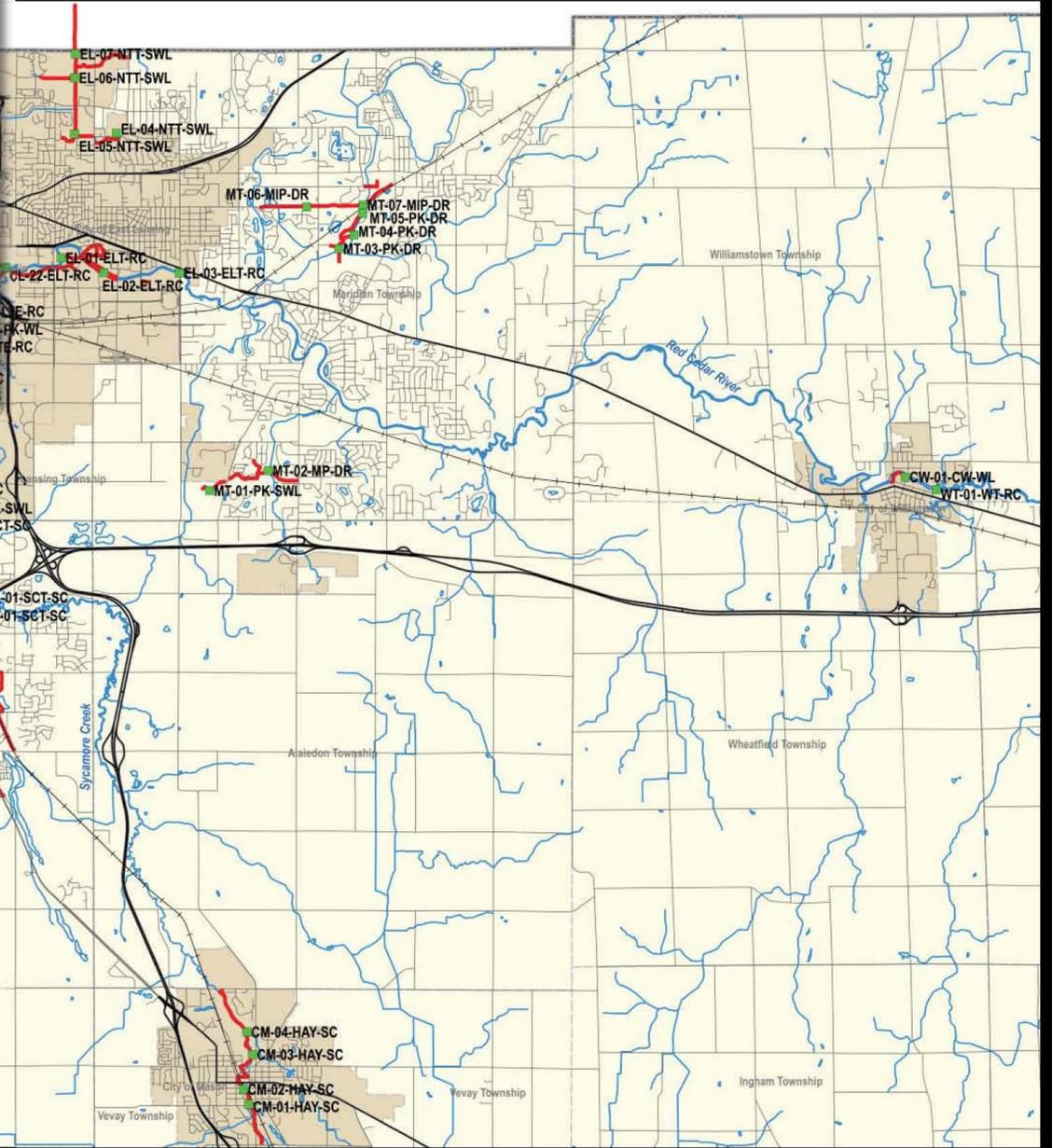
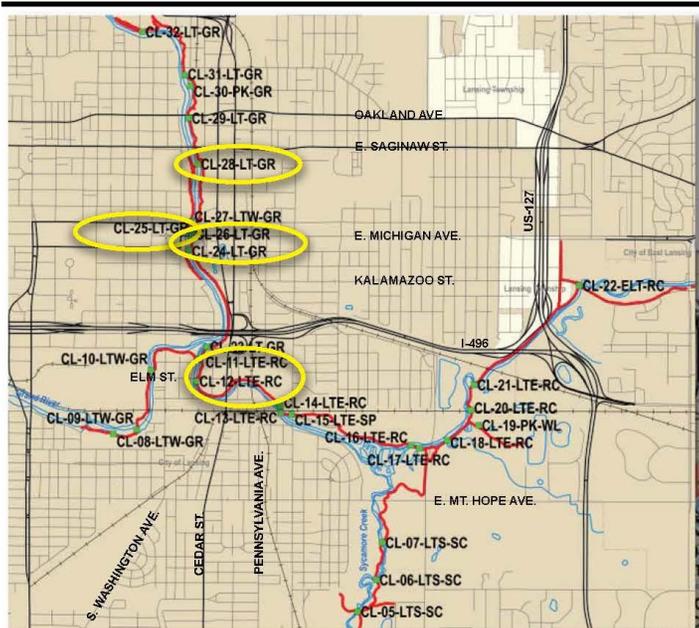
Downtown River Trail Bridges Rehab Cost Estimates

	Bridge	Tetra Tech const + eng (Sept 2019)	County Grant Amount	Actual Cost (2023)	Difference between As-constructed cost vs. Original estimate
TR076	CL-11-LTE-RC	\$83,941.00	\$61,348.98	\$167,700.22	\$83,759.22
TR075	CL-12-LTE-RC*	\$130,916.50	\$95,681.42	\$20,055.72	-\$110,860.78
TR074	CL-24-LT-GR	\$203,417.50	\$148,669.38	\$331,505.54	\$128,088.04
TR073	CL-25-LT-GR	\$97,783.40	\$71,465.81	\$270,700.13	\$172,916.73
TR072	CL-26-LT-GR	\$601,172.00	\$439,371.57	\$1,867,243.67	\$1,266,071.67
TR077	CL-28-LT-GR	\$368,975.75	\$269,669.00	\$403,727.48	\$34,751.73

TOTAL	\$1,486,206.15	\$1,086,206.15	\$3,060,932.76	\$1,574,726.61
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Ingham Cty Parks Grant Funding (2020):	\$1,086,206.15
City of Lansing Local Match:	\$400,000.00
Prop. Add'l Ingham Cty Funding (2023):	\$1,574,726.61
Total Project Cost	\$3,060,932.76

*NOTE: Rehabilitation of bridge 12 was eliminated from the project. It will be combined with the E Elm Street vehicle bridge replacement project in 2025. Some engineering was completed and paid for prior to this decision.



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO AUTHORIZE AN AMENDMENT TO THE CITY OF LANSING TRAILS AND PARKS MILLAGE AGREEMENTS

WHEREAS, the City of Lansing is requesting an amendment to Agreement TR072, TR073, TR074, TR075, TR076 and TR077 to increase the budget by \$1,499,100.91 and reallocate \$75,625.70 from TR075 to TR072 as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Additional Amount Authorized	Total Revised Contract Amount
Bridge CL-12 – Elm St. / over the Red Cedar River	TR075	\$ 95,681.42	-\$ 75,625.70 reallocate to TR072	\$ 20,055.72
Bridge CL-26 - Lansing Center / east side of Grand River	TR072	\$ 439,371.57	\$ 1,155,210.89 additional and reallocate \$75,625.70 from TR075 to TR072	\$ 1,670,208.16
Bridge CL-11 - East of Scott Park / over the Red Cedar River	TR076	\$61,348.98	\$83,759.22 additional	\$145,108.20
Bridge CL-24 - Riverwalk Theatre / east side of Grand River	TR074	\$148,669.38	\$128,088.04 additional	\$276,757.42
Bridge CL-25 - E. Michigan Ave. / east side of Grand River (south of Lansing Center)	TR073	\$71,465.81	\$172,916.73	\$244,382.54
Bridge CL-28 - Adado Riverfront Park / over the Grand River (old RR bridge)	TR077	\$269,669.00	\$34,751.73	\$304,420.73

; and

WHEREAS, Agreements TR072, TR073, TR074, TR076, and TR077 need to be extended to December 31, 2023 to complete the project.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the agreements listed below with the City of Lansing:

Contract Title	Project #	Current Contract Amount	Amount to Reallocate/Additional Amount Authorized	Total Revised Contract Amount
Bridge CL-12 – Elm St. / over the Red Cedar River	TR075	\$ 95,681.42	-\$ 75,625.70 reallocate to TR072	\$ 20,055.72
Bridge CL-26 - Lansing Center / east side of Grand River	TR072	\$ 439,371.57	\$ 1,155,210.89 additional and reallocate \$75,625.70 from TR075 to TR072	\$ 1,670,208.16
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Bridge CL-28 - Adado Riverfront Park / over the Grand River (old RR bridge)	TR077	\$269,669.00	\$34,751.73	\$304,420.73

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an extension for Agreement TR072, TR073, TR074, TR076, and TR077 to December 31, 2023.

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to reallocate \$75,625.70 from line item 228-62800-967000-TR075 to line item 228-62800-967000-TR072.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$1,155,210.89 from the Trails and Parks Millage fund balance for the TR072 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$83,759.22 from the Trails and Parks Millage fund balance for the TR076 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$128,088.04 from the Trails and Parks Millage fund balance for the TR074 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$172,916.73 from the Trails and Parks Millage fund balance for the TR073 project.

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$34,751.73 from the Trails and Parks Millage fund balance for the TR077 project.

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

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of September 11, 2023

Motion to Support the updated Parks Vision and Mission statement

MOVED BY

SUPPORTED BY

Current Vision and Mission

The Ingham County Parks & Recreation Commission and 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.

Vision

Great Parks of Ingham County

Mission

The Ingham County Parks and Recreation Commission will provide quality outdoor recreation opportunities and facilities for all.

Directors Report
August 9th-September 6th, 2023 (September 11th, 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.

- Attended several BOC Committee meetings.
- Meet with Rules Committee, Human Resources, Controllers Office about the current part-time 9/3 rule and we are working with the Ranger's Union and all the previously mentioned on proposed changes to help with our seasonal/part-time workers.
- Continued working with the Friends and Kelly on various items.
- Had Admin. Meetings and full staff meetings.
- Met with Spicer for monthly Trails and Parks Millage meeting to discuss ongoing projects.
- Continued working with staff on a multitude of current and ongoing grant projects throughout the parks.
- Weekly visits to the parks, staff always does such an outstanding job on every level!
- Attended Deputy Controller's Direct Report meetings as well as Deputy Controller Direct report meetings.
- Attended a NACPRO Board Meetings (National Association of County Parks Recreation Organization) zoom meeting, as well as membership meetings.
- Worked with staff on multiple resolutions rounds.
- Met several times with Tanya and Spicer group and staff for Trails and Parks related items.
- Conducted round 8 Trails and Parks Millage site visits with all applications.
- Posted Trails and Parks Millage Coordinator Position with Human Resources local and nationally. We have set-up initial interviews for Friday the 15th of September and finalist interviews for Friday, September 29th. We had 19 qualified applicants and will start with seven of them to interview. Hopefully we will get someone like Nicole that can move the Trails and Parks millage program forward like she did 😊
- Continue to spend a lot of my time taking care of Trails and Parks Millage items in Nicole's absence, preparing for application site visits and follow up for the 8th round millage as well as working on reimbursement requests, additional request and ongoing management of over 50 open millage contracts with local communities.
- Active at all three Parks with current Grant Awarded projects in every phase from construction to plan and design these were all matched with Millage dollars 😊
- Attended sustainability working group for Ingham County. Brian continues to purchase battery equipment for the Parks.
- Helped park cars at Unity in the Community at Hawk Island thanks to staff for getting the Park open and ready after the BIG Storm!
- Helped with clean-up at Burchfield as it was closed two days while staff and contractors worked to clear trees and debris. Thanks to staff for getting the Park opened on Sunday so the Mason Optimist outdoor and fishing event could take place, 150 kids and family participated! I helped with hooks and baiting for the event 😊
- Attended a meeting with Contractor and Prime Professional at Lake Lansing South to review progress of the work on the two grant projects.
- As I close it has been a very busy summer with LOTS of visitation and lots going on in Parks 😊

HAWK ISLAND COUNTY PARK

September 2023 Parks Commission Meeting Monthly Report

- Reviewed Trails and Parks Millage Coordinator applications.
- Met with HR and Controllers office for seasonal employee discussions.
- Attended multiple Round 8 millage site visits with Director and Spicer group.
- Continued to work on completing ongoing Capital Improvement purchases and projects.
- Continue working with both Landscape Architects and Planners, and ROWE group on 5 ongoing grant projects at Hawk Island.
- Attended South Lansing Business Association Board Meeting.
- Worked with FD Hayes electric on upgrades to snow making equipment.
- Parks have been very busy with ongoing increased visitation.
- Outflow of seasonal employees going back to school has been a challenge to keep up with staffing levels. Beach went to swim at your own risk in Mid-August as well as concession stand and boat rental ending with approximately 3 weeks left in summer season.
- Hosted County “Unity in the Community” event. Special Thank You to Assistant Park Manager Cristina Estrada who worked with organizers and seasonal staff to make it a success!
- Worked with Yellow Jacket Removal Company to remove several nests from park. The service is free, the company sells the removed yellow jackets to labs. From their website: *Hornet and Yellow Jacket venom is a valuable commodity to research laboratories. Rock's “Bee” Removal is a free service that harvests those potentially dangerous pests to help protect allergic individuals from serious harm or even death. This process is called immunotherapy.*
- Lots of storm clean up within Hawk Island Park, the Soldan Dog Park, and assisting Lansing with several large downed trees across the River Trail between Jolly Rd and Mt Hope Rd. Hawk Island lost 3-25’-35’ blue spruce trees.

HAWK ISLAND COUNTY PARK



2 new Polaris all electric Utility vehicles for Lake Lansing and Burchfield Parks



One of many yellow jacket nests (This one was located at peak of Red Tail shelter)

HAWK ISLAND COUNTY PARK



Flooding within Soldan Dog Park from storm



Inside Soldan Dog Park (4 sections of fence had to be repaired along with 4-5 trees cut and removed)

HAWK ISLAND COUNTY PARK



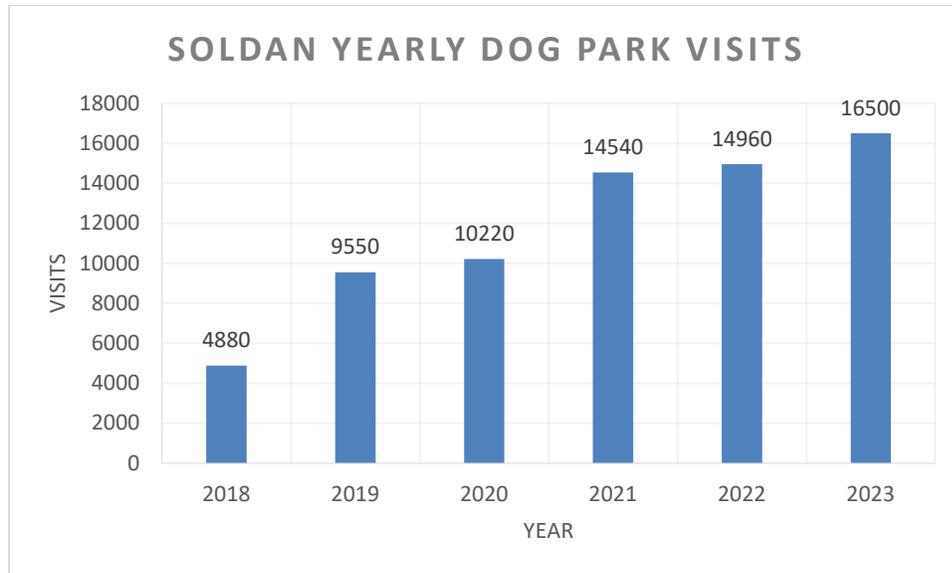
Damage to River Trail just north of Hawk Island



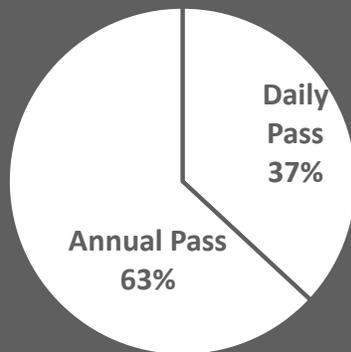
Trees down across River Trail

HAWK ISLAND COUNTY PARK

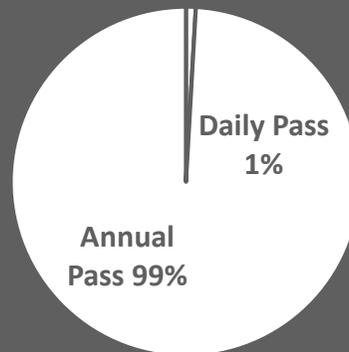
SOLDAN DOG PARK STATISTICS



Dog Park Pass Sales (Based on #, not \$)



Dog Park Pass Use



Lake Lansing Park Report – June-August

Highlights:

Attended Staff and Manager Meetings

LLS project construction collaboration

Worked on getting quotes for new Boat Launch pier

Worked on Volunteer of the year

Renewed CPRP

Attended LLS Progress meeting with Tim M, ROWE and Laux

Attended sign discussion meeting with Spicer and other park staff

Coordinated new septic tank installation at LLN

Staff installed benches and built new trike shed for storage



Sounds of Summer 2023 Concert Series

This year, the 2023 Sounds of Summer concert series at the Lake Lansing Bandshell was the largest to date, with a few milestones being passed along the way. This year, we have acquired the most sponsors in one season to date, with a total of 20 sponsors and two Bandshell Buddies. The red can donation, 50/50 raffle collection, and attendance were all at record numbers. We were also very fortunate this year to not have a single cancellation due to rain or illness.

Red Can Donations

This year the Red Can donation buckets received very generous donations receiving over \$8,000, compared to last year's total of over \$6,000. We tried a new tactic this year that seems to have been beneficial in receiving donations, which included putting a QR code linked with our Venmo on the actual cans themselves in case donors did not have cash on them. From the Venmo account, we received \$136.94, almost six times more money than our Venmo account received last season. The volunteers also decided to strategize with one another to create specific routes and locations for them to navigate, to ensure the most amount of donations possible. The funds received through the Red Can donations are used to pay the artists and pay for supplies for the Bandshell nights. The highest single night the Red Can donations saw was on 7/28/23 when Stone Street Revival performed taking in \$1,066.

50/50 Raffle

The 50/50 raffle was a big hit this year, bringing in a \$2,720 deposit, and \$2,726 being given to the community over the 13-week season. This year, we sold over 14,000 tickets, and the night that saw the highest deposit was on 8/25/23 where we took away \$284 and gave \$284 to the winning ticket. The raffle brings a lot of people into the park, wanting to win a piece of the prize, which is very beneficial to the concert series.

Artists and Genres

This year we saw both new and past performers entertain at the Bandshell. Some artists that have performed in previous years have brought a larger crowd due to familiarity, however a new act we tried this year, “The Oxymorons” brought a fresh energy and one of the largest crowds we have seen this year. We are looking to add at least one country performance back in the next season, the crowd really reacted in a positive way when some performers played that style of music.

Sponsors

Sponsors were a very big surprise to us this season, as we had inquiries and sponsors signing up at the halfway point in the season. To date, this year has seen the most sponsors and highest donations the concert series has seen. We picked up sponsors through word of mouth and through returning donations. Our platinum sponsor, Grewal Law went above and beyond this year generously donating \$7,000, which is above the price point for that sponsorship level. This year we ran into something that we had not seen before, 3 companies that were interested in being gold-level sponsors at the \$1,500 level. Previously we had only one sponsor at that level, which made us create a new banner for them to all split the sponsorship of inflatables. We lost some long-time sponsors this year, however, the new sponsors we gained this year more than made up for those. Early before the season began, Aengus, Coe, and the intern Bryan were aggressive in getting as many sponsors as possible through email, in-person visits, and flyers. Our Platinum level sponsor (\$6,000) was Grewal Law. Our gold-level sponsors (\$1,500) were CATA, American House, and Red Cedar Lodge. The silver level sponsors (\$400) are as follows – Harrison Roadhouse, Haslett–Okemos Rotary Club, Kiwanis Club of Haslett–Okemos, Newman Lofts, Culvers, MSUFCU, Sunrise Seamless, Meijer, Jet’s Pizza, Lake Lansing Property Owners Association, Burcham Hills, Saroki’s, Ingham County Medical Care Facility, Music Instrument

LAKE LANSING BANDSHELL PRESENTS
SOUNDS OF
SUMMER 2023
 21ST YEAR!!

Friday Nights at 7PM! Free Parking and Admission!
 Lake Lansing Park South!
 1621 Pike St. Haslett MI 48840

GREWAL LAW

02-Jun	Don Middlebrook and the Pearl Divers	(Trop Rock / Beach Music)
09-Jun	Oxymorons	(Nostalgic, Folk, and Classic Rock)
16-Jun	Universe Band	(Variety Dance)
23-Jun	Capitol City Chordsmen	(Barbershop)
30-Jun	Meridian Community Band	(Patriotic)
07-Jul	Roadside Attraction	(Classic Party)
14-Jul	Sea Cruisers	(Oldies)
21-Jul	Tony Thompson and Friends	(Motown/Funk/Soul)
28-Jul	Stone Street Revival	(Harmonies, Horns and Hits)
04-Aug	Global Village	(Classic Rock/Funk/R&B)
11-Aug	Frog King and Friends	(Neil Diamond Tribute)
18-Aug	Jeff Baldori	(Jazzy Mix)
25-Aug	Showdown	(Classic Rock)

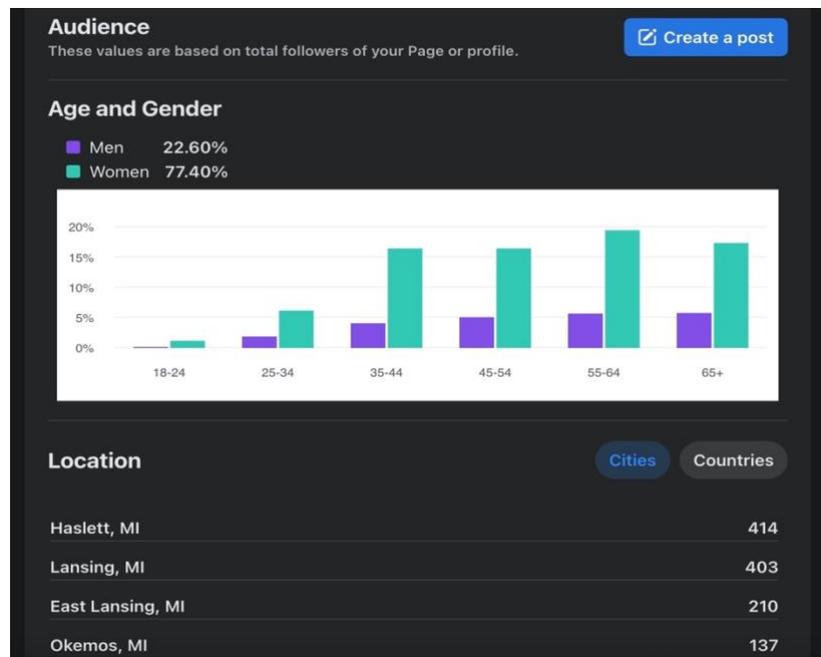
NEWMAN, CATA, SAROKI'S, Sunrise seamless, American House, playmakers, Burcham Hills, meijer, MUSIC INSTRUMENTS SWAP, RED CEDAR LODGE, JET'S PIZZA, Dobie Road, msufcu

VISIT OUR SOCIAL MEDIA!
 @LAKE LANSING BANDSHELL
 FOR INFORMATION AND UPDATES!

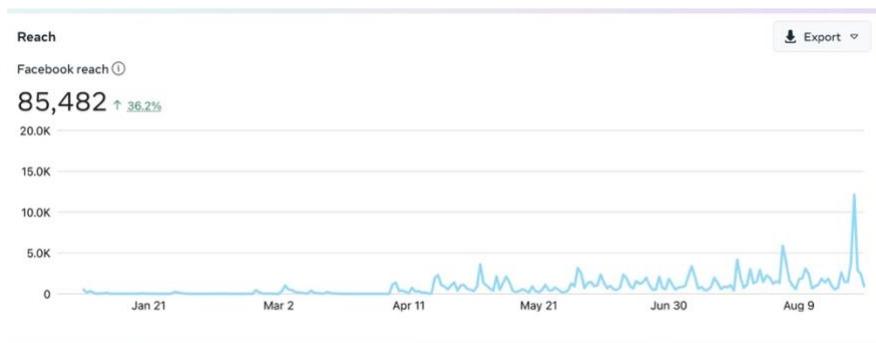
Swap, Hometown Auto & Liquor, H&H Mobil, Brookdale Senior Living, Tomco Asphalt, and Playmakers. We also received a donation from Lary Hill in the form of \$400. We had two “Bandshell Buddies” level sponsors (\$100), Domestic Divas and Ideal Mortgage. We had at least two businesses active at each concert, and as high as five at one night.

Social Media

This year we aggressively tried to engage with as many of our followers as we could. A strategy we came up with was creating at least one unique “poster” for each performance. These graphics were a big hit, due to something to look at rather than reading a post that may get looked over. Beginning at the end of last season, we had a Facebook follower count of 1,619. At the time of writing, and after this year’s series we are now at 2,046 Facebook followers.



Most of our Facebook followers seem to be elderly women from Haslett and Lansing Michigan. Averaging 77% women to 22% men. This is in line with most of the attendance at the performances.



The Graphic to the left shows how far the Facebook page and posts reached, which is a metric that lets the user know

how much your content is being seen by other users through organic and paid advertisement. We decided to not pay for any advertising this year. Since January until August, our reach has been up 36%.

We looked at other revenues of social media this year including YouTube and Instagram pages this year which were either non-existent or underutilized. Instagram for example was

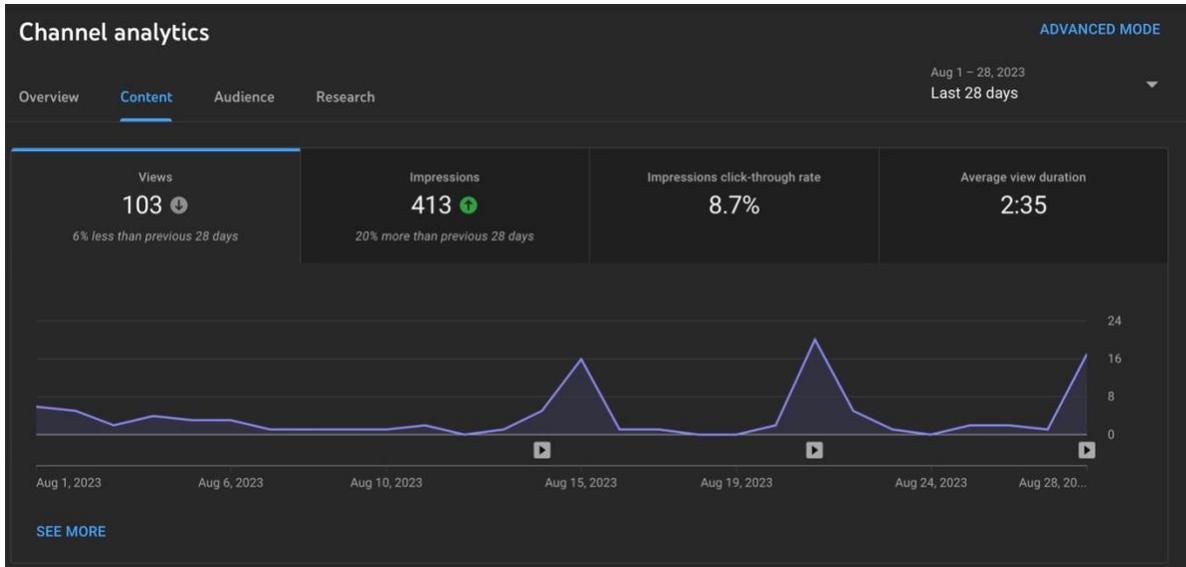
nonexistent, so we created a page and mainly shared



photos of what we would feature on our Facebook page for users who may not have Facebook.

To date, we have 18 posts and 59 followers. This number may seem small compared to Facebook, but we just created this page and hope to expand upon it in the future.

Lastly, we created a dedicated YouTube page instead of sharing one with Ingham County Parks. This is also a page in its infancy that we would like to expand with upcoming concerts. The goal of this page was to film at least one song per performance to showcase our sound, stage, and performers. The videos are posted on our Facebook page to market the band and on our YouTube page.



While we only have one subscriber, we have 9 videos with a total of 4.5 hours of total watch time from viewers. Our top video sits at 64 views and 1 like.

Attendance

Attendance this year has seen record numbers across nearly every concert. We were very blessed with great weather and no cancellations or rainouts. We counted a total of 11,379 visitors this year accumulated between all shows. This number is about 1,000 people higher than what was recorded the previous year. The most attended show on records this year was The Sea Cruisers on 7/14/23 with an estimated 1,157 attendees.

Guest Emcees

This concert season was a great year for guest emcees, featuring 10 guest emcees out of a total of 13 concerts. The crowds seem to react a lot better to a guest emcee than a committee member, for example when Mojo was the guest emcee, we sold the most 50/50 tickets due to his influence on the crowd. This year's featured emcees included Sheri Jones, Audrey Dahlgren, Chris Holman, Stephanie McCoy & Chris Tyler, Sarah Pierce, Tom Crawford, Nicole Buchmann, and Mojo. When we did not have a guest emcee Aengus or another bandshell volunteer would emcee.

Food Trucks

This year we decided to introduce food trucks for every concert that we were able to. Last year we saw great popularity of the one night we introduced a truck, so deciding to capitalize on that asset was a great choice as attendees lined up for delicious and creative food. We saw only a few instances of cancellations that we hope to correct in the future. The food trucks that arrived are as follows, Krystal's Kitchen, Smash & Dash Burger, Maria's Food Truck, Big Cheezy Grill, and Shove it Pizza. A few of these trucks served multiple nights with great success. We are currently still waiting on the financial reports from these nights.

Bandshell Committee Growth

The bandshell committee ended last season with a total of 11 volunteers including the marketing intern, Coe, and Aengus. This year we are ending the year with a total of 13 volunteers with an expected two additional members to join before next season begins.

Next Summer

Next season we hope to grow the committee, the Friends of Ingham County board members, social media, and audience base. We have been looking into new performers, as well as good fits for returning acts. We have also considered “opening” acts that would warm the crowd up before the main act. This idea is still in the workshop process. Overall, this year was an excellent example of what The Sounds of Summer Concert Series can be, and we hope to make the 2024 Sounds of Summer even better!

Burchfield Park August/September Manager's Report

- Onsite meeting with Spicer Group to discuss playground improvements-Aug. 15th
- End of the season Day Camp recap with naturalists
- Preconstruction meeting with Purchasing and Anderson/Fisher to discuss timeline and details of McNamara parking lot improvements-Aug. 16th
- Disc Golf Tournament on Renegade Trails-Aug. 18th
- VOY nomination resolution to honor Jennifer Harrington and Staci Carl
- Burchfield hosted Direct Report Meeting and kayak trip on the Grand
- Attended Manager's meeting at Lake Lansing Park-South-Aug. 21st
- Power point presentation to Capital Area Clerks Municipal Assoc.-Aug.22nd
- Continue planning ICP 50th year celebration event
- On the evening of August 24th, a significant storm with straight line winds up to 85mph ripped through the park, causing power outage and hundreds of downed trees. Pictures attached of some of the damage and storm cleanup. Over 100 downed trees cut to date
- Stocked 250 rainbow trout in pool for fishing on Youth Sports Day
- Emergency funding request to hire tree service contractor and rent large equipment for storm cleanup
- Mason Optimist Youth Sports Day Event with over 200 kids ages 2-17-Aug.27
- Attended English Inn Bridge meeting with Spicer to look at removal options and funding
- Busy Labor Day weekend with high visitation and park use
- Continue to work with Natural Community Services and provide documents to include in Stewardship Plan



Crystal Farms Delivering Trout



Fun Fishing for Rainbows!



Giant Uprooted Tree



Large Tree Over Peppermint Creek Bridge



Trees on Trails



Clearing Mtn. Biking Trails



Large Oak Tree in Front of Winter Sports Bldg.



Toppled Spruce in Front of Kiosk



Unending Trail Cleanup



Dangerous Hangers



More Open Trails



Near Miss on Disc Golf Course



28" Bar Taking Care of Business



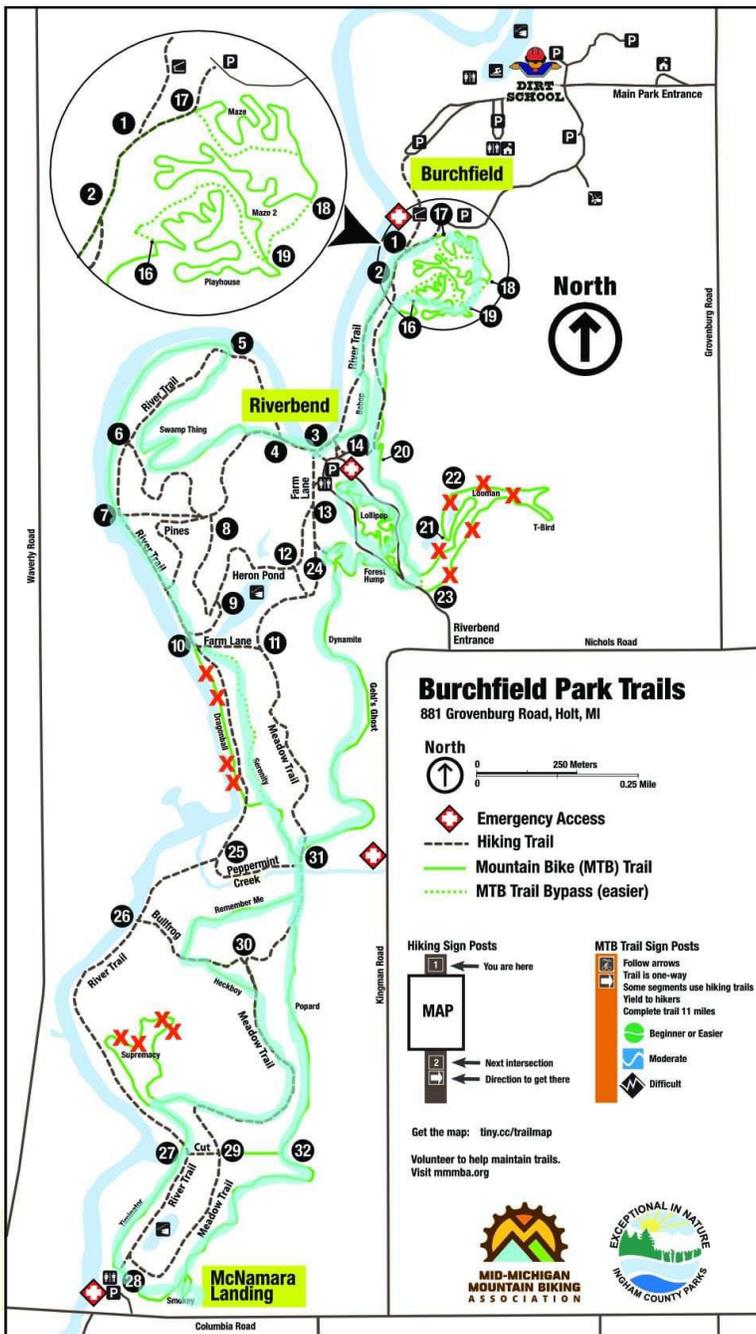
Contractors Helped at Overlook and Dirt School



Trail Cleanup Continues...



Tractor Moving Brush



9/6/2023 by Mid-Michigan Mountain Biking Association
Map data © OpenStreetMap contributors, CC BY-SA

A big thanks to all the MMBBA volunteers that helped throw sticks, blow off/rake trails, and move large branches so we could open bike trails sooner than expected. 😊

Storm Cleanup Progress Report

- Hired tree service contractors to assist with downed tree removal at Overlook Shelter, Dirt School, and River's Edge Disc Golf Course. Their work will continue this week.
- MMBBA helped coordinate volunteers to help clear 11 miles of mountain bike trails after staff cut downed trees.
- Park rented two pieces of large equipment to move large trees and to grind stumps.
- Management is tracking staff hours, equipment rentals, contractual work, and purchases for emergency declaration.
- To date the main park and all 17 miles of hiking/biking trails are clear and open for use.
- Remaining cleanup will continue for the next couple of weeks in River's Edge Disc Golf Course and the Grand River between Bunker and Burchfield. Cleanup will also include chipping several brush piles and grinding stumps/turf repair.

Ingham County Parks (ICP) 5-Year Stewardship Plan Meeting Summary

Thur, July 27, 2023 @ Burchfield Park

ICP Client representatives: Ian Londo and Tim Buckley

881 Grovenburg Rd. Holt, MI

The meeting was attended by John and Scott from Natural Community Services (NCS) along with ICP client park managers Ian and Tim. Earlier in the week, we took time to communicate some plan objectives with ICP staff and walked around the parks and review access/scope, identify some species, understand general hydrology, soils, topography, layout and vegetation density of both Lake Lansing North, and Burchfield Parks. Based on the preliminary information gathered, RFP and supporting documents, NCS prepared a meeting approach categorized under headers below. Within header subjects, NCS asked probing questions of ICP staff, and engaged in restoration dialogue to denote areas for investigation, methods to consider, and potential plan outcomes. Please email or call John DeLisle for more details as needed @248-672-7611 john@naturalcommunityservices.com

INTRODUCTIONS:

1. John DeLisle & Scott Metzger: NCS: Ecological surveys, consulting, monitoring, strategic planning for natural resources and vegetation management plans; design-build ecosystem restoration/stewardship
2. Tim Buckley: ICP-Burchfield; Planning, historical and current uses. Site location/natural features priorities
3. Ian Londo ICP-Lake Lansing; Planning, historical and current uses. Site location/natural features priorities

TOPICS FOR DISCUSSION:

OVERVIEW

1. Plan Review & Stewardship BMP Development

- a. Ex. Document review
- b. Describe planning process – typical and site specific
- c. Integration of ICP Goals
- d. Prioritization and Scheduling
- e. Restoration and management concepts & BMPs

2. Upcoming surveys

- a. Rare plants
- b. Wetlands
- c. Natural communities/Disturbed area boundaries
- d. Shorelines, macroinvertebrates

3. Access

- a. NCS survey access – only east of river
- b. Access for UTVs, forestry mulchers, other equipment
- c. Pond/wetland access

4. Invasive Species & Restoration

- a. Note feasibility in time, priorities vs. future controls
- b. Map zonation and phasing of contracted invasives control, design-build control & native revegetation possible
- c. Estimates for implementation

5. Questions

- a. ICP: Location-based objectives; MNFI: ex. natural features maps
- b. Deer & other wildlife management (fish-stocking, geese, etc.)
- c. Practical restoration & maintenance objectives – e.g., prescribed burning program for both parks
- d. Plan, Design, & specifications – level of methods detail? Figure time schedules are important
- e. Context of high-quality ecosystems/conservation – plan and coordinating restoration of buffers

- f. Ecosystem (Management unit) or Wildlife habitat-based Grants?
- g. Fish & spring ephemerals – spring 2024 optional studies
- h.

PLANNING

6. Planning Details

- Species and habitat specific management details – use MISIN BMPs for inv sp. control, genotype specific revegetation, wildlife habitat structure standards
 - Analyze survey & ex site data; compose plan outline – send NCS copies of ex studies (mostly done) & existing contracts for management (burning, brush mgt, aquatic nuisance control)
 - Timing for feasible & favorable species phenology, staff & contractor logistics
1. Analyze data from natural community, and species inventory study, outline plan
 2. Draw plan priorities and methodologies for management– upland natural processes (fire, cutting) pond habitat structures, lawn conversions etc.
 3. Develop a year-by-year Strategic Management Plan
 4. Prioritization/ranking based on mapped target ecosystems; for invasive and listed sp. management;
 5. Locate restoration efforts such as prairie or rare-plant/invasive buffer zone restoration in each park
 6. Include methods to be used for elimination, control, and management of invasive species, incl. prescribed fire
 7. The Five-Year Plan
 8. Present final plan – to ICP staff
 - Stakeholder response items
 - Prioritization – see 7. below
 - Stewardship mapping w/ geospatial and temporal work plan components
 - Customize DNR-type BMPs for stewardship activities: pull-togethers, clearing, chemical treatments, fire
 - Develop alternative concept plans for improvements
 - Sustainable landscape plan which promotes landscaping with diversity of native trees, shrubs, and herbaceous plants during developed area improvements
 - Conduct final planning charrette/meeting with ICP Park staff
 - Scheduling – phenology-based timing
 - Treatment coordination – any parks staff efforts, training & safety
 - Grants – invasives, GI or general ecological restoration; emphasize buffers
 - Develop Parks ecological, native landscape, and habitat improvement plan, RFP for restoration development

7. Prioritization

- Invasive species EDRR plan
- Develop terrestrial management unit map, and priorities within such units
- Conduct pond assessments, encourage fish & ephemerals study
- Field assessments focusing on Burchfield forest & Lk Lansing savanna/ wetland features
- Guidance for management plan
- Habitat management– deer, waterfowl (DU), fish
- Analysis of options for selective harvest/thinning of conifers from the understory;
- Narrow most viable alternatives spatio-temporally, and screen them for feasibility, scheduling
- Maintenance, environmental education & use considerations important to ICP
- Exotic tree controls: Robinia & Ailanthus=high priority & safety issues; Pine succession plan – remove saplings now, cut pines near trails (safety), allow natural attrition elsewhere
- Develop basis of design report, maps, and final conceptual plans with feasible cost estimates for phases of restoration

MAPS & REPORTING

Fold report into park specific details

8. Lake Lansing

- a. Develop management units & mapping centered on in-tact natural communities – sedge meadows, Oak forests & savannas etc.
- b. Schedule
- c. Woody invasive species management: Forestry mulching, cut-stump, basal, foliar, girdling
- d. Cohesive Management Plan for Lake Lansing
- e. In-water work, such as spawning gravels and pools; woody materials and structures;
- f. Wetlands – bog, Tamarack swamp, potential fen-like systems
- g. Native buffers/native swale revegetation concept plans
- h. Propose more detailed restoration/native buffer plans
- i. Initiate physical construction, applying and adapting the design and treatments to the actual site conditions;
- j. Burning

9. Burchfield

- k. Develop management units centered on in-tact natural communities – floodplain forest, vernal pool & pond, prairie, mesic forest, savanna (succession from pine) etc.
- l. Schedule
- m. Woody invasive species management: Forestry mulching, cut-stump, basal, foliar, girdling
- n. Herbaceous controls: Mowing, foliar applications
- o. Cohesive Management Plan for Burchfield
- p. Proposal for FQI including spring survey to properly gauge conservative ephemerals, & basic fish study
- q. Wildlife Habitat Improvements
- r. Green Infrastructure
- s. Invasive species management
- t. Water level controls - ponds
- u. Trail Improvements
- v. Burning

POTENTIAL RESTORATION STEPS

10. Habitat Restoration Opportunities

- a. Ponds/wetlands**
- b. Forests**
- c. Savannas/prairies**

Lake Lansing

- Develop management units centered on in-tact natural communities
- Priority EDRR satellite populations – e.g., locusts, brush, pines, Torilis, Alliaria in/near high-quality units
- Sensitive areas/protected species management actions/conservation
- Forestry mulching – buffer brush zones
- Selective woody invasive species management – cut stump, basal, & foliar spot-treatments
- Spring volunteer invasive herbaceous controls
- Cohesive Management Plan for Lk. Lansing/ Applying and adapting BMP design and treatments to the actual site conditions
- Wetland/aquatic work – Phragmites follow-up, shoreline stabilization?

- Native buffers/native swale revegetation concept plans
- Pine Mgt/Reforestation
- ICP Staff Training
- Burning

Burchfield

- Develop management units centered on in-tact natural communities
- Sensitive areas/protected species management actions/conservation
- Forestry mulching
- Woody invasive species management
- Spring volunteer invasive herbaceous controls
- Cohesive Management Plan for Burchfield/ Applying and adapting BMP design and treatments to the actual site conditions
- Forest Management Consulting - black locust girdling, pine attrition
- Proposal for FQI including spring survey to properly gauge conservative ephemerals
- Wildlife Habitat Improvements
- Green Infrastructure & natural area buffers – lawn conversions
- Pine Mgt/Reforestation
- ICP Staff Training
- Burning

August - Parks Office Monthly Report

Meetings/Trainings

Admin and full Staff Meeting

Meetings with Spicer Group

Posted the Trails and Parks Millage Coordinator position at numerous locations

Customer Service

2,004 phone calls in August.

Website

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

Accounting/Budget/Payroll

The attached report includes p-card purchases & revenue through July and invoices & payroll through August. So far, I would still say we are on track to meet most of our projected numbers for revenue and expenses for 2023. As we progress through the last month of the summer season we will have a better idea on how things are looking.

-Emma Wallace, Account Clerk

2023 Parks Budget as of 8/25/23

Revenue				
208 Fund	Original	Actual	Available	Percent
600000 Shelter Fees	108,500.00	70,859.50	(37,640.50)	65.31
600100 Disc Golf Fees	46,000.00	28,869.00	(17,131.00)	62.76
610100 Boat Rental	22,500.00	7,069.00	(15,431.00)	31.42
610200 Canoe/Kayak Rental	37,500.00	13,612.00	(23,888.00)	36.30
620000 Boat Launch Fees	17,000.00	12,327.00	(4,673.00)	72.51
630000 Ski Rental	13,000.00	4,576.50	(8,423.50)	35.20
641000 Food Concessions	56,150.00	46,803.81	(9,346.19)	83.35
641120 Snowshoe Rental	-	96.00	96.00	-
652000 Parking Fees	430,846.00	302,961.16	(127,884.84)	70.32
652100 HI Snow Hill Admissions	139,000.00	146,517.00	7,517.00	105.41
665000 Interest Revenue	-	517.19	517.19	-
669130 Game Rental	1,000.00	-	(1,000.00)	-
669140 BUR Tube Rentals	4,000.00	3,069.00	(931.00)	76.73
669141 Dog Park Revenue	16,000.00	9,510.50	(6,489.50)	59.44
669145 Park Patron Pass	-	68.00	68.00	-
671000 Day Camp	10,000.00	13,181.00	3,181.00	131.81
676020 Donations	-	167.50	167.50	-
688220 Misc Revenue	1,000.00	449.69	(550.31)	44.97
Total Collected Revenue	902,496.00	660,653.85	(241,291.84)	
698010 Carry Over Surplus Used	395,604.00	-	(395,604.00)	-
699000 Revenue TSF IN - F101	1,960,594.00	1,470,445.50	(490,148.50)	75.00
699228 Revenue TSF IN - Millage 228	51,500.00	38,625.00	(12,875.00)	75.00
699500 Revenue TSF IN - CAP IMP	-	-	-	-
Revenue Total	3,310,194.00	2,169,724.35	1,140,469.65	
Personnel Services				
208 Fund	Original	Actual	Available	Percent
704000 FT Wages	846,571.00	526,634.08	319,936.92	62.21
705000 Seasonal Wages	779,884.00	464,034.59	315,849.41	59.50
706000 FT Overtime	4,783.00	6,207.13	(1,424.13)	129.77
706100 On Call Payments	5,320.00	800.00	4,520.00	15.04
706700 Seasonal Overtime	1,787.00	1,031.78	755.22	57.74
708000 Meeting Fees	9,750.00	600.00	9,150.00	6.15
713000 Misc Fringes	(28,594.00)	-	(28,594.00)	-
714000 Unemployment	4,262.00	4,968.57	(706.57)	116.58
715000 Fica County Share	64,822.00	74,603.31	(9,781.31)	115.09
715050 Liability Insurance	2,207.00	6,147.06	(3,940.06)	278.53
716020 PHP Health Insurance	190,605.00	123,793.54	66,811.46	64.95
716030 Health Waiver	3,784.00	1,924.73	1,859.27	50.86
716035 Retiree Hlth Ins Chargeback	41,406.00	27,376.15	14,029.85	66.12
716040 Retiree Hlth Ins Trust Chg	38,350.00	25,167.64	13,182.36	65.63
716100 Dental Insurance	10,805.00	6,150.97	4,654.03	56.93
716200 Vision Insurance	1,555.00	884.80	670.20	56.90
716450 Separation Buyout Chgback	17,045.00	11,162.84	5,882.16	65.49
717000 Life Insurance	1,427.00	883.34	543.66	61.90
717100 Disability Insurance	1,158.00	472.99	685.01	40.85
718000 Retirement Program	209,545.00	112,716.04	96,828.96	53.79
718500 Retirement Defined Contr.	7,647.00	5,001.89	2,645.11	65.41
720000 Longevity	7,000.00	-	7,000.00	-
722000 Wkcpmp Insurance	4,574.00	5,998.83	(1,424.83)	131.15
Personnel Services Total	2,225,693.00	1,406,560.28	819,132.72	
Controllable Expenses				
208 Fund	Original	Actual	Available	Percent
726010 Supplies	-	159.97	(159.97)	-
726011 Concessions	33,400.00	25,748.33	7,651.67	77.09
728000 Printing & Binding	11,478.00	1,647.82	9,830.18	14.36
729000 Postage	4,500.00	2,966.30	1,533.70	65.92
730000 Office Supplies	2,800.00	1,088.94	1,711.06	38.89

2023 Parks Budget as of 8/25/23

731000 Photo-Copying & Supplies	-	-	-	-
22P07 Winter Rental Equipment	37,346.00	36,547.47	798.53	-
734000 Non-Capital Equipment	4,500.00	2,835.74	1,664.26	63.02
740000 Maintenance Supplies	129,444.00	108,195.39	21,248.61	83.58
743000 Other Supplies	27,031.00	12,281.44	14,749.56	45.43
743100 Small Tools	-	-	-	-
745000 Uniforms	8,792.00	8,287.25	504.75	94.26
746010 Clothing Allowance	600.00	750.00	(150.00)	125.00
747000 Gas-Grease-Oil-Antifreeze	38,000.00	19,121.92	18,878.08	50.32
23P10 5-Year Stewardship Plan	43,000.00	11,000.00	32,000.00	25.58
802800 Med Services - Physicals	1,000.00	-	1,000.00	-
815000 Memberships & Subscriptions	3,500.00	2,275.09	1,224.91	65.00
818000 Contractual Services	24,780.00	18,180.15	6,599.85	73.37
PAZO1 POS System	28,782.00	7,917.56	20,864.44	27.51
861000 Local Travel	3,000.00	2,145.78	854.22	71.53
861100 In state Travel	3,100.00	660.50	2,439.50	21.31
890080 Administrative Fees	12,500.00	15,596.62	(3,096.62)	124.77
901000 Advertising	10,750.00	1,249.50	9,500.50	11.62
921050 Telephone	7,900.00	5,538.04	2,361.96	70.10
921060 Telephone - Long Distance	-	-	-	-
931100 Maint-Related Contractual	56,227.00	34,900.19	21,326.81	62.07
932000 Equipment Repair & Maint	50,470.00	50,374.59	95.41	99.81
942000 Equipment Rental	8,138.00	354.20	7,783.80	4.35
957120 Sales Tax	3,650.00	2,946.60	703.40	80.73
957130 Other Taxes	-	1,936.34	(1,936.34)	-
960000 Training	5,300.00	3,787.80	1,512.20	71.47
974000 LL Disc Golf Course	6,208.00	5,484.87	723.13	-
21P03 Burchfield Dirt School	30,713.00	-	30,713.00	-
22P03 LL Tree & Dead Branch Removal	2,700.00	2,100.00	600.00	-
22P08 Bunker Road Landing	104,898.00	6,439.00	98,459.00	-
22P15 Safety Enhancements	110,430.00	106,607.14	3,822.86	96.54
20P02 HI Fence/Gates/Gatehouse	7,529.00	7,208.74	320.26	-
22P02 Pine Knoll Shelter Roof	9,700.00	-	9,700.00	1.00
22P05 Dog Park Floating Dock	34,228.00	5,598.00	28,630.00	2.00
22P06 Hawk Island Snow Gun	3,650.00	-	3,650.00	3.00
Controllable Expenses Total	870,044.00	511,931.28	315,972.43	
Non-Controllable Expense				
208 Fund	Original	Actual	Available	Percent
915050 Liability Insurance	-	-	-	-
921000 Utilities	82,651.00	51,906.83	30,744.17	62.80
921070 Courier Service	1,804.00	-	1,804.00	-
921150 Telephone Allocation Costs	2,608.00	1,615.18	992.82	61.93
943000 IT Operations	40,764.00	27,160.33	13,603.67	66.63
943010 Equip Service Charge	42,000.00	21,011.28	20,988.72	50.03
943020 Equip Service Charge PC	4,678.00	1,309.88	3,368.12	28.00
943100 Network Maintenance	19,415.00	16,192.15	3,222.85	83.40
944000 Vehicle Service Charge	18,999.00	19,178.52	(179.52)	100.94
944100 Copier Service Charge	1,538.00	-	1,538.00	-
Non-Controllable Expense Total	214,457.00	138,374.17	76,082.83	
Total Revenue	3,310,194.00	2,169,724.35	(1,140,469.65)	
Total Expenses	3,310,194.00	2,056,865.73	1,253,328.27	
Difference	-	112,858.62		

208 Fund Balance as of 1.1.23

\$164,022.08

Projected Fund Balance as of 8.25.23

\$276,880.70

From: Friends of the Lansing Regional Trails <info@lansingtrails.org>
Sent: Thursday, August 17, 2023 5:59 PM
To: Timothy Morgan <TMorgan@ingham.org>
Subject: August Newsletter

August Newsletter

Check out what's new on the trails!



Save the Date!

Join the Friends of the
Lansing Regional Trails
2023 Annual Meeting!



Wednesday, September 20, 2023
Learn more at lansingtrails.org

Join us on September 20 for this year's Annual Meeting!

Save the Date for our 2023 Annual Meeting! This year's meeting will once again be held at the Grand Trunk Railroad Depot on S. Washington Ave., thanks to the generosity of the Lansing Board of Water & Light.

Presentations on regional trail projects in-progress and upcoming will be provided by:

- City of Lansing
- Meridian Township
- Delta Township
- Ingham County
- and as always, updates from the Friends of the Lansing Regional Trails!

Joining and renewing your membership online keeps getting easier! New membership swag is now available, and we recently added a new feature that allows you to select your shirt sizes in advance of the Annual Meeting!

Visit our [Membership page](#) to join or renew today and save time at check-in at the Annual Meeting. We hope to see you there!

[Join Us!](#)



Join us for a Coffee & Cleanup!

Join us on Saturday, September 16th for a special Coffee & Cleanup to help promote the trails, and the upcoming Annual Meeting. From 9am-noon, Board Members will be at various locations on the trails throughout the region putting up advertising for the Annual Meeting and clearing the trail of any trash they find along the way. We hope you consider joining them on a section of trail near you!

More information and specific meeting locations will be available soon at

lansingtrails.org!

Want to help shape the trails in your area?

One of the benefits of FLRT membership is the ability to serve on one of several committees, led by FLRT Board Members. We are currently seeking volunteers to help with our Marketing, Development, and Advocacy Committees. If you'd like to do more for the trails in your area, email info@lansingtrails.org to learn more!



Sponsor the Trail!

Trail Sponsorships help us keep the trails clear of trash and overgrowth by conducting trail cleanups where they are needed most. You can show trail users how much your organization cares about the community by sponsoring sections of trail and be recognized with custom signage along the trail.

More information can be found on our website using the link below.

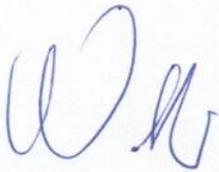
[Learn More Here!](#)

Burchfield Park Staff,

Thank you for all of your hard work that went in just not the week of the tournament, but throughout the entire year. The CCR Open continues to be a growing destination tournament for players from around the world to compete in. This year we had players fly in from as far as Japan and Belize just to play on the amazing courses offered at Burchfield Park. Without your hard work, this event would not be as big as it is today. We look forward to doing our part to show the world these two great courses. This year, we will surpass 2 million YouTube views from the tournament coverage. A great milestone and testament to the tournament and quality of courses.

We look forward to it again next year!

Thank you!

A handwritten signature in blue ink, appearing to read 'W. Shinevar'.

- Wes Shinevar
- CCR Open Tournament Director

Jennifer,

Fantastic!

We like to hear that patrons have wonderful experiences!

I have included Tim Buckley, Park Manager and Chris Washer, Assistant Manager so that they see your "Grand" experience and share with all the staff!

Thank you so much for sharing!

You do not have to go to the Grand Hotel to have an awesome PURE Michigan Experience for sure!

We hope you share your "Grand" experience with others,

Thanks again for taking the time to share!

Tim Morgan,
Director of Parks

From: Stewart, Jennifer L. <jennifer.stewart@spicergroup.com>
Sent: Wednesday, August 23, 2023 2:28 PM
To: Timothy Morgan <TMorgan@ingham.org>
Cc: Moore, Tanya M. <tanyam@spicergroup.com>
Subject: Burchfield Kayaking

Tim,

I just wanted to let you know that my husband and our friend rented kayaks from Burchfield the other weekend. We took the County park transportation down to Bunker and paddled back. It was an awesome experience all around. I called to rent the kayaks ahead of time, and it was really easy. When we got there, the park staff was super friendly, and the kids driving the buses to drop us off were funny. The kayaking itself was very peaceful, and I'm glad we went with the longer route. Having fewer people around for the first part of the trip was nice. It was a great summer day!

Thank you so much for having the option. I'm sure it is a lot to coordinate. Please let your staff know how appreciative I am and that we had fun. 😊

Jeni

Jennifer Stewart, AICP | Community Planner
SPICER GROUP, INC.
Office: 989-921-5753
Cell: 419-573-9209
www.spicergroup.com
Stronger. Safer. Smarter. *Spicer.*

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Tracy,

Thank you for sharing 😊

Tim Buckley is an outstanding employee we are fortunate to have him on our staff!

Have a great Holiday,

Tim Morgan, Director

From: Tracy Ayres <clerk@aureliustwp.org>
Sent: Friday, September 1, 2023 2:40 PM
To: Timothy Buckley <TBuckley@ingham.org>
Cc: Timothy Morgan <TMorgan@ingham.org>
Subject: RE: CAMCA Quarterly Meeting 8/22/2023

Hi Tim,

I wanted to pass along that I received so many complimentary comments about your presentation and about Burchfield Park. I was surprised by how many people said either they didn't know about the parks or that they didn't know all the parks had to offer and they would come back to visit again. You gave a wonderful overview of Ingham County Parks, specifically showcasing Burchfield, and bringing it back around to the importance of taking advantage of grant opportunities.

Thank you for hosting the Capital Area Municipal Clerks Association! We had a wonderful time.

Sincerely,

Tracy Ayres, MiPMC

Aurelius Township Clerk
CAMCA President
1939 S. Aurelius Rd.
Mason, MI 48854
517-628-2093



From: Timothy Buckley <TBuckley@ingham.org>
Sent: Wednesday, August 16, 2023 1:49 PM
To: Tracy Ayres <clerk@aureliustwp.org>
Subject: Re: CAMCA Quarterly Meeting 8/22/2023

Looking forward to it! 😊

Tim Buckley, CPRP, CTA

Park Manager III

Ingham County Parks Dept.

121 E. Maple St.

Mason, MI 48854

Phone: (517) 676-2233 x7995

Fax: (517) 244-7190

E-mail: TBuckley@ingham.org

From: Tracy Ayres <clerk@aureliustwp.org>
Sent: Wednesday, August 16, 2023 1:18 PM
To: Timothy Buckley <TBuckley@ingham.org>
Subject: FW: CAMCA Quarterly Meeting 8/22/2023

Thanks Tim!

From: clerk@aureliustwp.org <clerk@aureliustwp.org>
Sent: Tuesday, July 25, 2023 11:53 AM
To: 'Amy Brown' <sunfieldtownshipclerk@gmail.com>; 'Amy Hoepenbecker' <clerk2018@cityofolivet.org>; 'Becky Austin' <clerk@vermontville-mi.gov>; 'Becky Dolman' <cityclerk@pottervillemi.org>; 'Dawn Conklin' <kt0849@yahoo.com>; 'Diana Bosworth' <DBosworth@eatoncounty.org>; 'Erin Cummings' <walton.clerk@gmail.com>; 'Gregory Newman' <gnewman@cityofgrandledge.com>; 'Jacque Collins' <clerk@hamlintownshipmi.com>; 'Jacqueline Kilgore' <jkilgore@oneidatownship.org>; 'Joy Suits' <bentontownship.clerk@gmail.com>; 'Katherine King' <depclerk@hamlintownshipmi.com>; 'Klumberly Morris' <kmorris@eatoncounty.org>; 'Kyle Lang' <golf_lang@yahoo.com>; 'Lisa Lawitzke' <saberpunk@gmail.com>; 'Lisa Rumsey' <clerk@windsortownship.com>; 'Mary Clark' <mclark@deltami.gov>; 'Mary LaRocque' <mlarocque@charlottemi.org>; 'Mikayla Densmore' <mdensmore@charlottemi.org>; 'Nancy Ivy' <dpyclerk@eatonrapidstwp.org>; 'Rita Miller' <clerk@vermontvilletownship.org>; 'Robin Morgan' <clerk@eatonrapidstwp.org>; 'Shea Mattson' <smattson@deltami.gov>
Cc: Mary Clark (mclark@deltami.gov) <mclark@deltami.gov>; JoAnne Kean <clerk@vevaytownship.org>; Chris.Swope@lansingmi.gov; Holly Thompson (cityclerk@williamston-mi.us) <[111](mailto:cityclerk@williamston-</p></div><div data-bbox=)

mi.us>; acramton@dewittwp.org; sfeazel@leslietownship.org; 'Lisa Lawitzke' <lisa.lawitzke@gmail.com>; 'Laura Boomer' <lboomer@cityofeatonrapids.gov>

Subject: CAMCA Quarterly Meeting 8/22/2023

Good morning Eaton County CAMCA Members,

The Summer Quarterly Meeting of Capital Area Municipal Clerks Association is on Tuesday, August 22, at Burchfield Park in Holt. This is a for members only meeting and lunch is provided. Please check out the attached agenda with all the details. We have a great presentation on park and trails scheduled with Burchfield Park Manager, Tim Buckley. Business meeting to follow and Prop 2 will likely be the hot topic of discussion. Please RSVP to Holly Thompson at your earliest convenience with your choice of Ham, Chicken, Turkey, or Brie/veggie sandwich.

RSVP: Holly Thompson

517-655-2774

cityclerk@williamston-mi.us

Burchfield Park, North Bluff Pavilion (park map attached to agenda)

881 Grovenburg Rd., Holt MI 48842

August 22, 2023, Check-in at 10:30 AM, program begins at 11:00 AM.

Entrance fee waived for our group.

Hope to see you all there!

Sincerely,

Tracy Ayres, MiPMC

Aurelius Township Clerk

1939 S. Aurelius Rd.

Mason, MI 48854

517-628-2093

