

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 www.ingham.org, choosing the "Monthly Calendar," and clicking Wednesday, April 16, 2014.

**A MEETING OF THE
BUDGET AND PERSONNEL COMMITTEE**
of the
INGHAM COUNTY PARKS & RECREATION COMMISSION
Will Be Held at
12:00pm
Wednesday, April 16, 2014
Human Services Building, 5303 S. Cedar
Entrance #2, Human Resources-Suite 2102, Caucus Room
(Southeast corner of Jolly and Cedar Streets)
Lansing, Michigan

**NOTE
CHANGE IN
LOCATION
& DATE**

1. Call to Order
2. Limited Public Comment
3. ACTION ITEMS
 - A. [Resolution](#) Recommending Authorization to Utilize Grant Matching Funds for the Lake Lansing Park-South Beach House Renovation Project
4. DISCUSSION ITEMS:
 - A. [2015 Budget Request](#)
 - B. [March 2014 Financial Report](#)
 - C. December Committee Meeting Schedule
 - D. [Meridian Township Deer Hunt](#) in the Lake Lansing Park-North
 - E. Task Force Update
5. Director Report
 - A. Hawk Island Snow Park Status Report
6. Limited Public Comment
7. Adjournment

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 Department. Individuals with disabilities requiring auxiliary aids or services should contact the Ingham County Parks Department in writing or by calling the Ingham County Parks Office at P.O. Box 178, Mason, Michigan 48854 ~ Phone: (517) 676-2233. ¹

A QUORUM OF PARK COMMISSION MEMBERS MAY BE IN ATTENDANCE AT THIS MEETING

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of April 28, 2014

RESOLUTION #

RESOLUTION RECOMMENDING AUTHORIZATION TO UTILIZE GRANT MATCHING FUNDS FOR THE LAKE LANSING PARK-SOUTH BEACH HOUSE RENOVATION PROJECT

WHEREAS, Park staff applied for a 2013 DNR Recreation Passport Grant for renovations to the Lake Lansing Park-South Beach House and the grant was not approved by the DNR; and

WHEREAS, the existing building is over 35 years old, serves over 200,000 park visitors each year and requires structural and mechanical upgrading to protect the integrity of the building and ensure visitor safety; and

WHEREAS, in the Parks 2013 Capital Improvement Budget, \$15,000 was approved as matching funds for the Recreation Passport Grant; and

WHEREAS, Park staff desires to complete a portion of the renovation project in 2014 and recommends that approved matching funds still be used for the renovations.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends that the Ingham County Board of Commissioners authorizes the \$15,000.00 approved for the match for the 2013 Lake Lansing Park-South Recreation Passport grant application be utilized for the project.

2015 Capital Improvement Request

Equipment Request

Zero turn mulching mower – Burchfield	\$14,000
Zero turn mulching mower – Lake Lansing	\$14,000
Cab & chassis truck w/dump body, snow plow & salt spreader - Burchfield	\$42,000
Pick-up truck – Burchfield	\$27,000
Utility tractor w/4WD & loader – Burchfield	\$35,000
Utility vehicle – Burchfield	\$12,500
Electric utility vehicle – Hawk Island	\$10,000

Project Funding Request

Master Plan revision	\$15,000
Playground safety surfacing – all parks	\$15,000
Asphalt pathway repair – Hawk Island	\$10,000
Asphalt parking lot repair – Hawk Island	\$10,000
Roof replacement – White restroom – Lake Lansing Park-North	\$8,000
Roof replacement – Picnic area restroom – Lake Lansing Park-South	\$7,000
Gravel road maintenance – Lake Lansing Park-North	\$7,500
Gravel road maintenance – Burchfield	\$7,500
Buoys & swim area ropes – all parks	\$7,500
Roof replacement – shelters at various parks	\$39,000
White Shelter 93%, Sandhill Shelter 90%, Overlook Shelter 92%	
Kestrel Shelter 74%, Peregrine Shelter 79%	

508 Enterprise Fund Request

Roof replacement – Boat rental building	\$4,000
Roof replacement – shelters at various parks	\$6,000
White Shelter 7%, Sandhill Shelter 10%, Overlook Shelter 8%	
Kestrel Shelter 26%, Peregrine Shelter 21%	
Pedal Boat replacements (4)	\$7,000
Canoe/Kayak replacements – Burchfield	\$5,000

IT Request

1 Printer – Park Office	\$1,600
1 CPU – Park Office	\$800

Ingham County Parks Department

**Financial
Report**

March 31, 2014



2014 - 208 Operating Budget Report

as of March 31, 2014	Original Budget	Revised Budget 2014	YTD Total	Admin	Burch	Lk Lan	Hawk Is
REVENUE							
Special Event Fees	3,500	-	-	-	-	-	-
Parking Fees	308,000	290,000	36,010	-	10,162	-	25,848
Donations / Friends	20,000	10,000					
Passport Fees	14,000	15,000	4,885	4,885	-	-	-
Misc Revenue	5,856	5,856	525	525	-	-	-
Capital Improvement trs in	0	6,800	1,700	1,700	-	-	-
Revenue Trf In - F-101	1,445,577	1,445,577	361,394	361,394	-	-	-
TOTAL REVENUE	1,796,933	1,773,233	404,514	368,504	10,162	0	25,848
PERSONNEL SERVICES							
Salaries & Wages Perm	639,154	639,154	150,835	150,835	-	-	-
Salaries & Wages Seasonal	267,387	239,652	16,264	1,434	2,680	6,306	5,844
Overtime Permanent	1,687	4,000	1,854	1,854	-	-	-
Overtime Seasonals	4,783	700	295	-	-	-	295
FICA County Share	49,503	55,851	12,576	11,375	205	525	471
Meeting Fees	14,000	10,000	-	-	-	-	-
Fringe Benefits	342,872	342,472	77,192	76,348	61	-	-
TOTAL PERSONNEL SERVICES	1,319,386	1,291,829	259,016	241,846	2946	6831	6610
CONTROLLABLE EXPENSES							
Office/Printing/Postage/Copying	17,980	15,150	465	465	-	-	-
Non-Cap Equipment	4,900	3,750	-626	-626	-	-	-
Controlled Capital Items	-	6,800	-	-	-	-	-
Maintenance Supplies	71,500	75,000	5,678	43	1,864	969	2,802
Other Supplies	21,111	19,148	2,159	476	199	1,484	-
Small Tools	1,500	1,500	376	0	8	0	368
Uniforms/Cleaning/Clothing	6,100	6,100	1,109	1,109	-	-	-
Gas-Grease-Oil	57,600	48,000	10,896	10,896	-	-	-
Med Services - Physicals	1,000	1,000	-	- 0	-	-	-
Memberships/Subscriptions/Adver	2,700	2,390	665	665	-	-	-
Contractual Services / Consultants	6,260	11,100	1,004	307	70 0	70	557
Travel - Local / Training	3,100	3,850	436	-114	-	-	-
Telephone	7,484	7,484	2,117	1,752	193	172	-
Maintenance Contractual	19,900	19,800	1,204	560	644	-	-
Equipmnet Repair/Maint	30,400	30,400	4,591	1,108	2,209	421	853
Equipment Rental	3,038	3,038	225	-	-	-	225
TOTAL CONTROLLABLE EXPENSES	254,773	254,510	30,299	16,641	5,187	3,116	4,805
NON-CONTROLLABLE EXPENSE							
Insurance	29,341	30,056	80	57	0 0	23	0
Utilities	57,916	61,141	14,712	2,036	3,137	3,066	6,473
Courier Service	1,576	1,576	394	394 0	-	-	-
Telephone Allocation Costs	3,247	3,247	206	206	-	-	-
MIS Support	84,089	84,269	9,783	9,783 0	-	-	-
Vehicle Service Charge	46,605	46,605	0	0 0	-	-	-
TOTAL NON-CONTROLLABLE EXPENSES	222,774	226,894	25,175	12,476	3,137	3,089	6,473
TOTAL OPERATING REVENUE	1,796,933	1,773,233	404,514				
TOTAL EXPENSES	1,796,933	1,773,233	314,490				

208 Fund - Parking Revenue and Expenses - YTD						Monthly Revenue Report										
March 31, 2014	2014				TOTAL											
	Burchfield	LLS	LLN	Hawk Is	ALL	2013	2014	2013	2014	2013	2014	2013	2014			
	Parking	Parking	Parking	Parking	Parks	Burch	Burch	LLS	LLS	LLN	LLN	Hawk Is	Hawk Is			
						Parking	Parking	Parking	Parking	Parking	Parking	Parking	TOTAL	TOTAL		
Revenue YTD Date	10,162	0	0	25,848	36,010	Jan	3,047	4,702	904	-	-	-	24,525	11,673	28,476	16,375
Expenditures						Feb	3,969	4,000	-	-	-	-	5,052	8,242	9,021	12,242
Personnel	3,188	0	0	8	3,196	Mar	707	1,460	-	-	-	-	4,362	5,933	5,069	7,393
Operating Supplies	0	0	0	5	5	Apr	1,201	-	90	-	45	-	11,259	-	12,595	-
Expenditures YTD Date	3,188	0	0	13	3,201	May	4,100	-	6,787	-	6,728	-	27,147	-	44,762	-
Total Revenue	10,162	0	0	25,848	36,010	Jun	8,296	-	5,337	-	1,702	-	31,231	-	46,566	-
Total Expenditures	3,188	0	0	13	3,201	Jul	9,339	-	25,669	-	4,559	-	27,509	-	67,076	-
% Expenditures to Revenue	31.37%	#DIV/0!	0.00%	0.05%	8.89%	Aug	8,513	-	10,299	-	2,817	-	30,627	-	52,256	-
YTD Balance	6,974	0	0	25,835	32,809	Sep	2,385	-	4,785	-	957	-	9,298	-	17,425	-
						Oct	2,663	-	1,643	-	2,253	-	2,761	-	9,320	-
						Nov	-	-	-	-	-	-	-	-	-	-
						Dec	-	-	-	-	-	-	-	-	-	-
						YTD	44,220	10,162	55,514	-	19,061	-	173,771	25,848	292,566	36,010

	2014	2014	2014	2014	2014	2014
	Burch	Hawk	LLN	Lk Lan	Office	Total
Hardship Passes						0

	Hardship Passes	
2011	\$292,566	1,215
2012	\$302,644	1,332
2013	\$292,533	1,527

From: Jane Greenway
Sent: Friday, March 28, 2014 1:29 PM
To: Bennett, Willis
Cc: Witte, Patrick; Nicholas Sanchez
Subject: FW: Deer hunt information

Dear Willis,

Thank you for contacting us regarding Commissioner's concerns over the deer management program. Over the last several years staff has received numerous complaints from residents in Meridian Township regarding deer damage to landscaping and concerns about deer crossing the road; many of these calls come from residents in the neighborhoods around Lake Lansing Park – North.

Deer harvesting is a recognized effective tool for reducing deer car collisions. Our deer car collisions report does not reflect a decrease in the overall herd which is not uncommon in the early stages of a deer management program. In January we met with the DNR to go over our numbers and discuss changes that could be made to improve the program. The DNR recommended that we continue to; expand deer harvesting on public lands, monitor the deer exclosures within Lake Lansing Park – North, encourage hunting on private lands and educate residents about the importance of deer resistant landscaping. The DNR also stressed that a long-term sustained effort is key to success in reducing the deer population to more acceptable levels.

The Meridian Township Board has encouraged staff to expand our hunting program as much as possible in an effort to reduce the local car accidents. It is our hope that our relationship with Ingham County Parks will continue for years to come.

Thank you,
Jane

Jane L. Greenway, RLA
Parks and Land Management Coordinator
Meridian Charter Township