

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 on Monday, July 28, 2014

Monday, July 28, 2014

6:00pm

PARKS & RECREATION COMMISSION MEETING

Human Services Building
Conference Room A, Second Floor
5303 S. Cedar Street, Building #3
Lansing, Michigan

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
[Minutes](#) of June 23, 2014 regular meeting will be considered
4. Limited Public Comment ~ *Limited to 3 minutes with no discussion*
5. Late Items / Deletions / Consent Items
6. ACTION ITEMS
7. DISCUSSION ITEMS
 - A. Friends of Ingham County Parks Monthly Reports
 - B. [June 2014 Financial Report](#)
 - C. Directors Job Description
 - D. Hawk Island Snowpark
 - E. [Task Force Update](#)
8. Director's Report
9. [Correspondence & Citizen Comment](#)
10. Board Comments
11. Limited Public Comment ~ *Limited to 3 minutes with no discussion*
12. Upcoming Meetings
 - A. Date: August 18, 2014; Time: 6:00pm
Planning & Community Outreach Committee Meeting
 - Date: August 20, 2014; Time 12:00pm
Budget & Personnel Committee Meeting
 - Date: August 25, 2014; Time: 6:00pm
Parks & Recreation Commission Meeting

13. Informational Items – *Distributed at Commission Meeting*

- A.** Newspaper Articles
- B.** Day Camp Surveys

14. Adjournment

Official minutes are stored and available for inspection at the address noted at the top of this agenda. The Ingham County Parks & Recreation Commission will provide necessary reasonable auxiliary aids and services, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at the meeting for the visually impaired, for individuals with disabilities a the meeting upon five (5) working days notice to the Ingham County Parks & Recreation Commission. Individuals with disabilities requiring auxiliary aids or services should contact the Ingham County Parks & Recreation Commission by writing to the Ingham County Parks Department, P.O. Box 178, Mason, Michigan 48854, or by calling 517.676.2233.

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
June 23, 2014

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

Board Members

Present: Matt Bennett, John Czarnecki, Kevin Duffy, Commissioner Koenig, Ralph Monsma, Mike Rice, and Commissioner Tsernoglou

Absent: Chair Nicholls, Paul Pratt, and Jonathan Schelke

Also Present: Director of Parks Willis Bennett, Park Manager Brian Collins, Financial Coordinator Karen Fraser, Recording Secretary Nicole Wallace, and Park Manager Pat Witte

Call to Order: Vice-Chair Matt Bennett called the Regularly Scheduled Parks & Recreation Commission meeting to order at 6:02 pm

Minutes: **Moved by** Mr. Monsma and **Supported by** Commissioner Tsernoglou to approve the May 19, 2014 minutes of the regular meeting as written. **Yes-6; No-0. MOTION CARRIED.**

Limited Public Comment: None.

Late Items / Deletions: Agenda item #7D additional documents: draft revision of the Ingham County Park Director job description, Human Resources guidelines for updating the job description, and suggestions for the job description from the Planning Committee. Agenda item #7E: Hawk Island Snowpark 2014-2015 Preliminary Plan.

ACTION ITEMS

Willis Bennett provided background information regarding the resolution authorizing the distribution of beer and wine at Friends of Ingham County Parks events. Matt Bennett clarified the resolution covers all events sponsored by the Friends of Ingham County Parks.

RESOLUTION #13-14 AUTHORIZING THE DISTRIBUTION OF BEER AND WINE AT FRIENDS OF INGHAM COUNTY PARKS EVENTS

WHEREAS, the Friends of Ingham County Parks have demonstrated a commitment to providing support to the Ingham County Parks through multiple fundraising efforts over more than a decade; and

WHEREAS, the Friends of Ingham County Parks organization was created to partner with the parks department, in order to engage the community and to guarantee a vibrant network of parks, recreation and leisure programs critical to healthy, livable communities; and

WHEREAS, the Parks & Recreation Commission adopted Resolution #10-13 to authorize the distribution of wine at the 2013 “Cuisine and Carousels” Friends of Ingham County Parks event at Lake Lansing Park-South at the March 25, 2013 commission meeting and Resolution #20-13 to authorize the distribution of beer at the 2013 “Cuisine and Carousels” at the June 24, 2013 commission meeting; and

WHEREAS, the Friends of Ingham County Parks will hold an event called “Cuisine in the Park” at Lake Lansing Park-South annually; and

WHEREAS, this upscale event is intended to attract past contributors to the Friends of Ingham County Parks and will include; food, music, a silent auction, and the sale of wine and beer in a designated secure area to park visitors 21 years or older; and

WHEREAS, the Friends of Ingham County Parks may plan other fundraising events that may include the sale of wine and beer in a designated secure area to park visitors 21 years or older at Lake Lansing Park-South, Lake Lansing Park-North, Hawk Island, or Burchfield Park; and

WHEREAS, the Friends of Ingham County Parks will follow all requirements of the Michigan Liquor Control Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Parks and Recreation Commission approves the Friends of Ingham County’s request to sell or serve beer and wine at the “Cuisine in the Park” event scheduled to be held annually at Lake Lansing Park-South and at any other Friends of Ingham County Parks fundraising events in compliance with existing park rules and regulations and the requirements of state law.

Moved by Commissioner Tsernoglou and **Supported by** Mr. Monsma that Resolution #13-14 be approved. **Yes-6; No-0. MOTION CARRIED.**

Willis Bennett provided background information regarding the resolution amending the 2014 Parks Department seasonal employee wage schedule. On September 1st state law increases the minimum wage rate to \$8.15 per hour. Positions paid less than \$8.15 will be increased to this rate. The change will take effect on August 23rd so it is not in the middle of a pay period. Additionally, the clerk and accounting intern wages will be raised and the management intern will be lowered to \$10 as a potential starting wage- this will offer flexibility in hiring.

RESOLUTION #14-14 AMENDING THE 2014 PARKS DEPARTMENT SEASONAL EMPLOYEE WAGE SCHEDULE

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

WHEREAS, the last seasonal wage rate review was approved by the Parks & Recreation Commission on November 25, 2013 (Resolution #28-13); and

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

WHEREAS, the adoption of the new minimum wage for employees within the State of Michigan will require the Parks Department to make an adjustment to seasonal wages to comply with State law.

THEREFORE BE IT RESOLVED, that seasonal wage rates indicated below, will become effective August 23, 2014 to be in compliance with the minimum wage law as required by the State of Michigan.

2014 WAGE RATE		
	<u>1st year</u>	<u>2nd year</u>
Park Security Officers	10.37	11.60
Environmental Day Camp Coordinator	10.37	11.60
Lifeguard Supervisor	11.08	12.04
Lifeguard	8.96	10.10
Management Intern	10.00	to 16.14
Chief Ranger	9.25	10.25
Clerk/Receptionist	9.00	9.90
Accounting Intern	9.00	9.90
Ranger, Boat Launch Attendant, Playground Supervisor, Boat Rental Operators, Parking Booth Attendant, Ski Rental Operators and Food Concession	8.15	8.40

Moved by Mr. Czarnecki and **Supported by** Commissioner Tsernoglou that Resolution #14-14 be approved. **Yes-6; No-0. MOTION CARRIED.**

DISCUSSION ITEMS

Friends of Ingham County Parks Monthly Reports~ Ms. Fraser stated the Friends board is preparing for the Cuisine in the Park event. Last week the board met with the Visitors Bureau about a marketing plan and had positive feedback for their plan. The next board meeting is on Friday, June 27th. Touch a Truck event is coming up in September and there is a new sponsor for the event this year. Commissioner Tsernoglou suggested the Friends group discuss the possibility of holding a zombie 5k event. A themed race could attract people from all over the state. Discussion ensued.

May 2014 Financial Report~ Mr. Czarnecki pointed out the dog park revenue is down. Mr. Collins explained most annual passes are renewed in October since this was at the beginning of when the park first opened and we should expect to see a rise in the fall. Ms. Fraser stated there is only one week of revenue for boat rental in May, since rentals opened Memorial Day weekend. In June there should be an increase for boat rental. Day camp is similar to numbers from last year. Mr. Witte stated that the parks have been very busy and parking revenue is up for the weekends at Lake Lansing Parks.

2015 Budget Request Update~ Willis Bennett stated we asked for \$15,000 more in the seasonal wage budget due to the minimum wage resolution that was just passed at this meeting.

Directors Job Descriptions~ Willis Bennett stated the job description was edited to include the suggestions from the Budget and Planning Committees and Human Resources will review these suggestions.

Commissioner Koenig entered the meeting at 6:39 pm.

Mr. Czarnecki stated the Budget Committee discussed the educational requirement and recommended the position require a Bachelor's degree, or there could be a unique situation that the board could consider.

Mr. Monsma made a motion to form a subcommittee to review the Park Director job description. Commissioner Tsernoglou supported the motion. All members present supported the motion.

Mr. Monsma, Chair Nicholls, and Mr. Rice will be on the subcommittee to review the job description. Commissioner Tsernoglou requested the subcommittee incorporate marketing, fundraising, and event planning in the job description.

Hawk Island Snowpark Operations~ Willis Bennett referred to the report in the late packet—the Hawk Island Snowpark 2014-2015 Preliminary Plan. The plan is to have snow tubing on the east side of the hill and the snowboarding on the west side of the hill. We would have someone available to teach snowboarding lessons to introduce children to the sport of snowboarding. The park would be open on Friday, Saturday and Sundays. Monday through Thursday it would only be open for special events. Mr. Monsma inquired if there will still be the snowboarding extreme areas. Mr. Collins stated it is the recommendation to eliminate that area. Discussion ensued regarding a marketing plan and staffing levels. Willis Bennett stated we need more fencing, which would be a one-time cost. The previous contractor had provided temporary fencing. Mr. Czarnecki inquired about funding for the snowpark. Commissioner Koenig stated we are still coming up \$15,000 to \$20,000 short. Willis Bennett said the rope tow lift will take two people to operate instead of one person to operate the Magic Carpet®. If we had a Magic Carpet® we would be able to reduce staffing levels. It would cost \$130,000-\$140,000 to purchase a Magic Carpet® in the appropriate size. Commissioner Koenig suggested cutting costs. Discussion ensued.

Task Force Update~ Commissioner Koenig stated the proposed millage will be voted on at the next County Services meeting.

Commissioner Tsernoglou left the meeting at 7:21pm.

DIRECTOR'S REPORT

Be a Tourist in Your Own Town Report~ Willis Bennett stated the Tourist in Your Own Town event was held at Burchfield Park. Participants who had a passport gained free entry to the park and ½ hour free pedal boat rental. There were 108 cars and 80 pedal boats rented.

Youth Sports Event and Fishing Derby Report~ Willis Bennett stated this was the 10th year of the event working with the Mason Optimist Club. The pond is stocked prior to the event.

CORRESPONDENCE & CITIZEN COMMENTS

None.

BOARD COMMENTS

Commissioner Koenig stated she is working on a FAQ document regarding the proposed millage and will distribute this document soon.

LIMITED PUBLIC COMMENT:

None.

Adjournment:

There being no further business, the meeting was adjourned at 7:24 pm.

Meeting adjourned

Minutes submitted by:

Nicole Wallace, Recording Secretary

Ingham County Parks Department

Financial Report

June 30, 2014



2014 - 208 Operating Budget Report

as of June 30, 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	181,898	-	30,152	38,665	113,080
Donations / Friends	20,000	10,000					
Passport Fees	14,000	15,000	9,024	9,024	-	-	-
Misc Revenue	5,856	5,856	1,663	1,663	-	-	-
Capital Improvement trs in	0	6,800	3,400	3,400			
Revenue Trf In - F-101	1,445,577	1,445,577	722,789	722,789	-	-	-
TOTAL REVENUE	1,796,933	1,773,233	918,774	736,876	30,152	38,665	113,080
PERSONNEL SERVICES							
Salaries & Wages Perm	639,154	639,154	303,002	303,002	-	-	-
Salaries & Wages Seasonal	267,387	239,652	71,154	6,058	17,336	25,855	21,904
Overtime Permanent	1,687	4,000	2,735	2,735	-	-	-
Overtime Seasonals	4,783	700	1,221	-	-	17	1204
FICA County Share	49,503	55,851	28,065	22,945	1326	2025	1769
Meeting Fees	14,000	10,000	-	-	-	-	-
Fringe Benefits	342,872	342,472	156,731	154,487	490	-	-
TOTAL PERSONNEL SERVICES	1,319,386	1,291,829	562,908	489,227	19152	27898	24877
CONTROLLABLE EXPENSES							
Office/Printing/Postage/Copying	17,980	15,150	5,322	4,685	58	100	480
Non-Cap Equipment	4,900	3,750	1,209	-626	152	-	1,683
Controlled Capital Items	-	6,800	-	-	-	-	-
Maintenance Supplies	71,500	75,000	41,770	43	8,420	12,544	20,763
Other Supplies	21,111	19,148	8,635	552	3,383	3,739	962
Small Tools	1,500	1,500	793	0	54	0	739
Uniforms/Cleaning/Clothing	6,100	6,100	4,300	4,300	-	-	-
Gas-Grease-Oil	57,600	48,000	33,280	10,896	22,384	-	-
Med Services - Physicals	1,000	1,000	-	-	-	-	-
Memberships/Subscriptions/Adver	2,700	2,390	1,718	1,718	-	-	-
Contractual Services / Consultants	6,260	11,100	2,259	1,301	70	70	818
Travel - Local / Training	3,100	3,850	1,015	366	-	-	-
Telephone	7,484	7,484	3,554	2,873	232	249	200
Maintenance Contractual	19,900	19,800	4,154	1,048	2,402	-	704
Equipmnet Repair/Maint	30,400	30,400	15,233	1,292	6,427	2,816	4,698
Equipment Rental	3,038	3,038	1,042	-	-	817	225
TOTAL CONTROLLABLE EXPENSES	254,773	254,510	124,282	28,448	43,580	20,335	31,271
NON-CONTOLLABLE EXPENSE							
Insurance	29,341	30,056	10,696	10,619	17	45	14
Utilities	57,916	61,141	27,733	4,073	5,265	5,381	13,014
Courier Service	1,576	1,576	789	789	-	-	-
Telephone Allocation Costs	3,247	3,247	895	895	-	-	-
MIS Support	84,089	84,269	48,567	48,567	-	-	-
Vehicle Service Charge	46,605	46,605	7,334	7,334	-	-	-
TOTAL NON-CONTROLLABLE EXPENSES	222,774	226,894	96,013	72,276	5,282	5,426	13,028
TOTAL OPERATING REVENUE	1,796,933	1,773,233	918,774				
TOTAL EXPENSES	1,796,933	1,773,233	783,203				

208 Fund - Parking Revenue and Expenses - YTD										Monthly Revenue Report									
June 30, 2014	2014					TOTAL													
	Burchfield	LLS	LLN	Hawk Is	ALL			2013	2014	2013	2014	2013	2014	2013	2014	2013	2014		
	Parking	Parking	Parking	Parking	Parks			Burch	Burch	LLS	LLN	LLN	LLN	Hawk Is	Hawk Is	Hawk Is	Hawk Is		
								Parking	Parking	Parking	Parking	Parking	Parking	Parking	Parking	Parking	Parking	TOTAL	TOTAL
	Revenue YTD Date	30,152	28,559	10,106	113,080	181,898		Jan	3,047	4,702	-	-	-	-	24,525	11,673	28,476	16,375	
	Expenditures							Feb	3,969	4,000	-	-	-	-	5,052	8,242	9,021	12,242	
	Personnel							Mar	707	1,460	-	-	-	-	4,362	5,933	5,069	7,393	
	Operating Supplies	5,608	1,080	0	10,779	17,467		Apr	1,201	4,897	90	45	323	11,259	25,924	12,595	31,273		
		60	69	31	482	642		May	4,100	5,830	6,787	6,728	5,264	27,147	21,919	44,762	45,356		
Expenditures YTD Date	5,668	1,149	31	11,261	18,109		Jun	8,296	9,263	5,337	1,702	4,519	31,231	39,389	46,566	69,258			
Total Revenue							Jul	9,339	-	25,669	-	-	-	27,509	-	67,076	-		
Total Expenditures	30,152	28,559	10,106	113,080	181,897		Aug	8,513	-	10,299	-	-	-	30,627	-	52,256	-		
% Expenditures to Revenue	5,668	1,149	31	11,261	18,109		Sep	2,385	-	4,785	-	957	-	9,298	-	17,425	-		
							Oct	2,663	-	1,643	-	2,253	-	2,761	-	9,320	-		
	18.80%	4.02%	0.00%	9.96%	9.96%		Nov	-	-	-	-	-	-	-	-	-	-		
							Dec	-	-	-	-	-	-	-	-	-	-		
YTD Balance	24,484	27,410	10,075	101,819	163,788		YTD	44,220	30,152	55,514	19,061	10,106	173,771	113,080	292,566	181,897			

	2014	2014	2014	2014	2014	2014
	Burch	Hawk	LLN	Lk Lan	Office	Total
Hardship Passes	73	812	37	117	8	1,047

	2011	2012	2013	2014 YTD
Hardship Passes	\$292,566	\$302,644	\$292,533	\$181,897

508- ENTERPRISE FUND

CONSOLIDATED MONTHLY BUDGET UPDATE BY PARK

As of June 30, 2014	Budget	Total YTD	HI YTD	BUR YTD	LL YTD
REVENUE					
SHELTER FEES	57,900	48,925	20,335	12,915	15,675
DISC GOLF FEES	21,000	16,993	-	16,993	-
BOAT RENTAL	58,969	21,670	6,043	12,585	3,043
BOAT LAUNCH FEES	16,000	8,525	-	-	8,525
SKI RENTAL	11,500	11,368	-	11,368	-
FOOD CONCESSIONS	39,000	22,377	12,769	3,647	5,961
BAIT/TACKLE REVENUE	150	6	-	6	-
LL HOUSE	9,900	5,190	-	-	5,190
ADMISSION FEES	20,000	15,075	15,075	-	-
INFLATABLE RENTALS	1,000	-	-	-	-
SNOW TUBE RENTAL	4,000	4,895	924	3,971	-
DOG PARK REVENUE	9,000	4,672	4,672	-	-
DAY CAMP	15,000	11,490	-	11,490	-
VENDING MACHINE COMMISSIONS	-	36	36	-	-
CABANA	-	2,700	2,700	-	-
MISC REVENUE	350	-	-	-	-
CARRY OVER SURPLUS USED	-	-	-	0	-
TOTAL REVENUE	263,769	173,922	62,553	72,975	38,394
PERSONNEL SERVICES					
WAGES & BENEFITS - SEASONAL	129,685	67,345	36,734	21,712	8,899
TOTAL PERSONNEL SERVICES	129,685	67,345	36,734	21,712	8,899
CONTROLLABLE EXPENSES					
PRINTING	2,099	2,102	164	1,613	325
CONTROLLED CAP OTHER	-	3,331	3,331	-	-
MAINTENANCE SUPPLIES	19,295	10,454	7,928	2,526	-
OTHER SUPPLIES	28,040	11,006	5,898	1,654	3,454
CONTRACTUAL SERVICES	5,000	5,000	-	-	5,000
UTILITIES/INSURANCE	10,000	7,415	7,415	-	-
TELEPHONE	800	-	-	-	-
MAINT-RELATED CONTRACTUAL	1,000	484	484	-	-
EQUIPMENT REPAIR & MAINT	1,500	-	-	-	-
EQUIPMENT RENTAL	100	-	-	-	-
SALES/USE TAX	2,250	27	-	27	-
ADMIN DISTRIBUTION	64,000	31,885	11,283	11,676	8,925
TOTAL CONTROLLABLE EXPENSE	134,084	71,704	36,504	17,495	17,704
TOTAL OPERATING REVENUE	263,769	173,922	62,553	72,975	38,394
TSF OUT - 450 FUND					
TOTAL OPERATING EXPENSES	263,809	139,049	73,238	39,207	26,604
CHANGE IN FUND BALANCE - OPERATIONS	0	34,872	(10,686)	33,767	11,791
REVENUE	263,769	173,922			
EXPENSE - OPERATIONS	263,809	139,049			
EXPENSE - CIP	-				
NET CHANGE - FUND OVERALL		34,061			

**508 Enterprise Fund
Report as of June 30, 2014**

	LLN Shelter	Boat Launch	Shelter	Burch Can/Boat	Burch Food	Burch Disc Golf	Burch Camp	Burch Ski	LLS Shelter	LLS Boat	LLS Food	LLS House	Hawk Is Shelter	Hawk Is Boat	Hawk Is Food	Hawk Snow Park	Dog Park	TOTAL
Shelter	6,040		12,915						9,635	3,043			20,335	6,043				48,925
Boat/Canoe Rental		8,525		12,585														21,670
Boat Launch																		8,525
Ski Rental								11,368										11,368
Misc Revenue/St. Grant											5,961		35		11,208	1,526		0
Food Concessions					3,647													6
Bait/Tackle					6							5,190						5,190
House Rental																		0
Soccer - field usage																		0
Interest Revenue																		0
Inflatable Rental																		0
Burch Snow Tube Rental																		0
Day Camp							11,490						36					11,490
Vending													2,700					36
Cabana																		2,700
Dog Park																		4,672
Disc Golf						16,993												16,993
Snow Park Admission																15,075		15,075
Hawk Equipment								3,971								924		4,895
Revenue to Date	6,040	8,525	12,915	12,585	3,653	16,993	11,490	15,339	9,635	3,043	5,961	5,190	23,106	6,043	11,208	17,525	4,672	173,921
Expenditures																		
Personnel - seasonal	864	1,943	1,922	3,643	6,827	1,361	1,129	6,827	2,152	1,673	2,105	162	7,951	3,277	2,979	22,527		67,343
Controllable Expenses	59	5,132	107	1,522	1,393	1,273	552	972	92	141	3,414	100	63	208	5,058	5,943	3,203	29,232
Admin Expenses	2,190	792	3,943	2,789	792	792	2,567	792	3,566	792	792	792	5,895	792	792	3,011	792	31,885
Non-Controllable (ins/utilit)	0	0	1	4	0	2				0	0	92	548	3	3,333	7,416		11,400
Expenditures to Date	3,113	7,868	5,973	7,959	9,012	3,428	4,249	8,592	5,809	2,607	6,312	1,147	14,457	4,280	12,162	38,897	3,995	139,860
Total Revenue	6,040	8,525	12,915	12,585	3,653	16,993	11,490	15,339	9,635	3,043	5,961	5,190	23,106	6,043	11,208	17,525	4,672	173,921
Expenditures to Date	3,113	7,868	5,973	7,959	9,012	3,428	4,249	8,592	5,809	2,607	6,312	1,147	14,457	4,280	12,162	38,897	3,995	139,860
YTD Balance	2,927	657	6,942	4,626	(5,359)	13,565	7,241	6,747	3,826	436	(351)	4,043	8,649	1,762	(955)	(21,373)	677	34,061

YTD Balance from Operations 34,061

Fund Balance from 2013 66,514

Current Available Funds 100,575

+542 to hawk controll

+ 200 to burch shelter

* The audited year end 2008 operating statement reflects our fund balance as \$257,788

* The audited year end 2009 operating statement reflects our fund balance as \$206,405

* The audited year end 2010 operating statement reflects our fund balance as \$196,872

* The audited year end 2011 operating statement reflects our fund balance as \$85,150

* The audited year end 2012 operating statement reflects our fund balance as \$78,719

**508 - SHELTER
REVENUE COMPARISON
as of June 30, 2014**

	75930 BURCHFIELD		75920 LL NORTH		75950 LL SOUTH		75970 HAWK ISLAND	
	2013	2014	2013	2014	2013	2014	2013	2014
January	2,980	800	275	-	2,700	400	10,775	1,075
Jan - YTD	2,980	800	275	-	2,700	400	10,775	1,075
February	1,230	2,825	-	950	650	2,595	1,250	9,495
Feb - YTD	4,210	3,625	275	950	3,350	2,995	12,025	10,570
March	976	1,550	325	650	1,700	1,350	1,370	2,350
Mar - YTD	5,186	5,175	600	1,600	5,050	4,345	13,395	12,920
April	2,144	1,375	1,000	795	1,720	1,000	1,415	3,250
Apr - YTD	7,330	6,550	1,600	2,395	6,770	5,345	14,810	16,170
May	2,470	3,195	1,300	2,195	1,400	2,550	2,915	3,095
May - YTD	9,800	9,745	2,900	4,590	8,170	7,895	17,725	19,265
June	2,215	3,170	1,595	1,450	1,450	1,740	1,190	1,070
Jun - YTD	12,015	12,915	4,495	6,040	9,620	9,635	18,915	20,335
July	1,350	-	1,300	-	1,275	-	2,070	-
Jul - YTD	13,365	12,915	5,795	6,040	10,895	9,635	20,985	20,335
August	670	-	975	-	725	-	1,575	-
Aug - YTD	14,035	12,915	6,770	6,040	11,620	9,635	22,560	20,335
September	370	-	350	-	750	-	570	-
Sept - YTD	14,405	12,915	7,120	6,040	12,370	9,635	23,130	20,335
October	(75)	-	-	-	-	-	75	-
Oct - YTD	14,330	12,915	7,120	6,040	12,370	9,635	23,205	20,335
November	-	-	-	-	-	-	-	-
Nov - YTD	14,330	12,915	7,120	6,040	12,370	9,635	23,205	20,335
December	-	-	-	-	-	-	-	-
Dec - YTD	14,330	12,915	7,120	6,040	12,370	9,635	23,205	20,335

2013 YTD 45,045

2014 YTD 48,925

508 ACTIVITIES
REVENUE COMPARISON
as of June 30, 2014

[illegible]

	2011	2012	2013	2014 YTD
Activities	223,194	245,310	200,871	97,066
Shelter	52,420	58,962	58,045	48,925
House		11,160	7,357	5,190
Inflatable	2,600	925	1,225	0
Donations	0	0	0	0
Sale Of Assets	0	1,068	0	0
Tube Rental	2,480	980	3,259	4,894
MISC	1,515	3,831	17,903	15,075
Interest	59	15	370	42
			0	2,700
Total 508	282,268	322,252	289,440	173,892
		Total YTD 508	Total YTD 508	Total YTD 508

JULY 22, 2014
AGENDA ITEM NO. 36

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO SUBMIT TO THE ELECTORATE A SPECIAL MILLAGE QUESTION FOR A
COUNTY~~WIDE~~ SYSTEM OF TRAILS AND PARKS**

RESOLUTION 14 -

WHEREAS, the Board of Commissioners desire to create and maintain a system of recreational trails and adjacent parks within Ingham County; and

WHEREAS, this system may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails; and

WHEREAS, the Board of Commissioners seek to have the voters of Ingham County determine whether or not they desire to raise funds for the purpose of supporting funding for the creation and maintenance of a system of recreational trails and adjacent parks; and

WHEREAS, the millage is necessary to create and maintain a system of recreational trails and adjacent parks.

THEREFORE BE IT RESOLVED that the following question be submitted to a vote of the electorate in the primary election to be held on November 4, 2014.

**COUNTY~~WIDE~~ SYSTEM OF TRAILS AND PARKS
MILLAGE QUESTION**

For the purpose of creating and maintaining a county~~wide~~ system of recreational trails and adjacent parks trail system, which may incorporate trails or parks created by local units of government, including Lansing's River Trail, and may acquire rights of way to connect and extend existing trails, shall the Constitutional limitation upon the total amount of taxes which may be assessed in one (1) year upon all property within the County of Ingham, Michigan, be increased by up to 50/100 (0.50) of one (1) mill, \$0.50 per thousand dollars of state taxable valuation, for a period of six (6) years (2014-2019) inclusive? If approved and levied in full, this Millage will raise an estimated additional \$3,519,041 for the system of recreational trails and adjacent parks in the first calendar year of the levy based on state taxable valuation.

YES []
NO []

BE IT FURTHER RESOLVED, that this question is hereby certified to the County Clerk.

BE IT FURTHER RESOLVED, that the County Clerk is hereby directed to place the proposal on the November 4, 2014 ballot and to be prepared and distributed in the manner required by law.

**CITY OF MASON
CITY COUNCIL RESOLUTION 2014-36**

**A RESOLUTION OF NON SUPPORT OF A DEDICATED PARKS MILLAGE OF AN INGHAM
COUNTY-WIDE HALF MILL IN THE NOVEMBER 4, 2014 ELECTION**

July 7, 2014

WHEREAS, the Ingham County Parks Commission created a Parks and Trails Task Force to research the needs of parks within the County system; and

WHEREAS, the Parks and Trails Task Force is comprised of Ingham County Parks Commissioners and members of the Ingham County Board of Commissioners; and

WHEREAS, their review has initiated a proposal of a half mill increase ballot question to be placed on the November 4, 2014 ballot; and

WHEREAS, this millage is being dedicated as a funding source for parks operated by the County of Ingham or other municipal parks located in Ingham County and existing river trails and pathways owned by other government agencies within Ingham County and the construction of new trailways within government agencies within Ingham County; and

WHEREAS, Ingham County chose to discontinue maintenances and services of Rayner Park in the year 2010, and the City of Mason stepped up to ensure that this asset was maintained for the good of the people within Ingham County; and

WHEREAS, the City of Mason has demonstrated in good faith that we maintained our own parks system as well as providing services during challenging economic times by allocating local resources as well as organizing significant volunteer efforts to maintain our park system.

WHEREAS, the current ballot language is interpreted as providing other cities and entities with financial assets to take care of their park system without the consideration of focusing solely on Ingham County parks as should be the interest of County government.

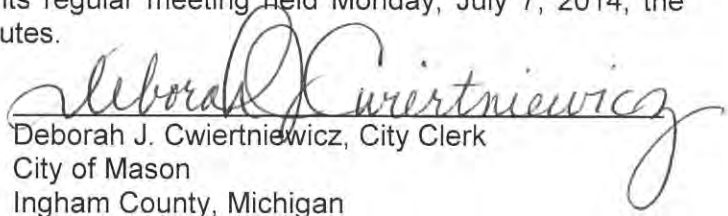
THEREFORE BE IT RESOLVED that the City Council of the City of Mason implores the Ingham County Commissioners to not support this millage ballot question as written.

BE IT FURTHER RESOLVED that the Mason City Council encourages Mason Citizens and Ingham County Citizens to not support the special parks millage question as written.

Yes (7) Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert

No (0)

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, July 7, 2014, the original of which is part of the Council's minutes.


Deborah J. Cwierniewicz, City Clerk
City of Mason
Ingham County, Michigan

June 28, 2014

Dear Willis,

I didn't want to wrap up the Bill Earl program this year without thanking you + your staff for doing a tremendous job on so many critical things!

Nicole + Kendra's preparation of name tags, letters + certificates, background checks, stuffing envelopes + copying + having all of it so well organized made my job each week relatively easy.

The grounds at the park were beautifully groomed and tables arranged just as needed. Use of your facilities for storage of our gear greatly simplified our efforts. Loading tackle boxes + bait boxes went smoothly as always. We appreciated your personal involvement with everything this year and look forward to working w/ you in a different role next year. Please share pictures with Brian. Thanks again! John

CITIZEN CONTACT

When receiving comments or complaints from the public, complete as much of the following information as possible. This information will be passed along to the members of the Ingham County Parks & Recreation Commission.

Date: 7/4/14 voicemail and 7/7 phone conversation
Name: Cindy
Phone: 517-819-0406
Contact by: Phone

Nature of complaint or compliment: (Include park name, date, and park employee contact, if appropriate.)

Customer left a voicemail at 11:00am on July 4, 2014 and stated she was at Lake Lansing South on July 4th and was very grossed out by older gentlemen in a thong on the beach. She watched people leave the park due to the gentlemen. She thinks there should be rules about people needing to wear more than just a thong.

Office staff called Cindy back on July 7th and Cindy stated that proper attire should be worn in the park--no thongs for either males or females for sunbathing since it is a family park.

What was the citizen told at the time of the contact?

Ranger was very kind, told her she was the 5th person to complain about the incident that same day.

Contact information taken by: Kendra Wilson

CITIZEN CONTACT

When receiving comments or complaints from the public, complete as much of the following information as possible. This information will be passed along to the members of the Ingham County Parks & Recreation Commission.

Date: 7/10/14
Name: Darla Schaibly
Address:
Phone: 517-339-3676
E-mail: schaiblyd@yahoo.com

Contact by: x phone ___letter ___other

Nature of complaint or compliment: (Include park name, date, and park employee contact, if appropriate.) Lake Lansing Park South, Wednesday, July 9th at 1:30. Ms. Schaibly, her two year old granddaughter, her sister and brother in law and their two grandchildren were walking out on the new dock at Lake Lansing to take a picture. The children were standing near the end of the dock and her 2 year old granddaughter fell in the water. Ms. Schaibly jumped over the railing into the water to rescue the child as the child does not swim. Ms. Schaibly noted this was not an easy thing to do, that the water was deep, she could not touch bottom but she was able to hand the child up to the other family members. Another park visitor and his son assisted Ms. Schaibly in getting out of the water. The child fell between the side rails.

Ms. Schaibly was very upset about the incident and concerned that this could happen to someone else. She said her grandchild would have drowned had she not been able to save her and that some additional fencing or barrier should be installed for safety.

She noted a lifeguard was on the stand and did not assist them, but perhaps she is not allowed to leave here bouy area.

What was the citizen told at the time of the contact? Ms. Schaibly wanted to know what was going to happen in regard to the information she was sharing. I told her that this was a serious situation and the citizen comment form I would be filling out would be shared with the park managers, park director and the parks commission. I explained that the lifegaurd cannot leave their post as she had suggested. I expressed my sincere apology for the very difficult situation that occurred and that I was very glad that she and her granddaughter are okay. Ms. Schaibly specifically requested the park director and park commissioner's phone numbers. I gave her the park director, Commission Chair and Vice Chair phone numbers. Ms. Schaibly requested that she be informed of the follow up discussions and outcome.

Contact information taken by: Karen Fraser - picture of doc attached.

S:\1Citizen Comment Form.wpd



Wallace, Nicole

From: McGiveron, Lisa
Sent: Tuesday, July 22, 2014 9:02 AM
To: Dana D; Wallace, Nicole
Cc: cottond1@michigan.gov; Ladouceurd@michigan.gov
Subject: RE: Septic tank danger at Burchfield Park

Dana,

I spoke with Willis Bennett, Ingham County Parks. He stated that the lid is over a valve, not a septic tank or chamber of any kind. He did indicate that they are replacing the lid with a steel type so that this will not happen again. I will do site visit to confirm this. I was off yesterday so I apologize for late response to this. Want to meet for lunch maybe next week? Let me know.

Lisa

-----Original Message-----

From: Dana D [<mailto:dlwils@yahoo.com>]
Sent: Monday, July 21, 2014 8:34 AM
To: Wallace, Nicole
Cc: cottond1@michigan.gov; Ladouceurd@michigan.gov; McGiveron, Lisa; Dana DeBruyn
Subject: Septic tank danger at Burchfield Park

I was HORIFIED Sunday July 20, 2014!

My family went to Burchfield Park to enjoy a morning of kayaking. Over the cracked lid of a septic tank was a garbage can. See attached photos from yesterday.

The imminent danger of the cracked lid was reported to you in 2011. See email below. I was contacted by a park person at that time and told that this would be fixed.

Not only is the danger still there and the conditions worse, you are only attracting people to come into contact with this hazard.

This email is being carbon copied to the Ingham County Health Department, on-site wastewater program and the Michigan Department of Environmental Quality Environmental Health Programs. I would suggest that you respond with a timely Corrective Action Plan and notify them of such.

Please contact me with any questions.

Dana DeBruyn
517-488-8072

cc: Parks and Recreation Commission via USPS

On Mon, 7/25/11, Dana D <dlwils@yahoo.com> wrote:

Subject: Septic tank danger at Birchfield park

To: parks@ingham.org

Date: Monday, July 25, 2011, 1:41 PM

On Sunday July 24, I visited

Birchfield Park to take advantage of your canoe rentals. Near the restrooms serving the beach area and boat rental, and immediately next to the sidewalk, was one bright orange construction cone. This was placed there to caution against a cracked, open septic tank riser lid.

The orange cone only peeked

my three year old son's interest.

The cone did NOTHING to deter him from this danger. This entire area should be fenced off with snow fencing, or a large heavy metal plate should be placed over the area while a replacement lid is found.

If you do an internet search

of "fall into septic tank", you will find that people of all ages die by falling into septic tanks. Small children fall in, adults accidentally fall in while servicing them and older kids fall in while exploring what these lids cover up.

What is very frightening is

in this area, if someone came up missing, the logical place to search would be the pond or the river, not the septic tank. I know you have day camps out there as well. I am sure that the staff is busy watching the water hazards and supervising the other activities and this danger goes unnoticed. Please get this corrected.

As a county resident and

season park pass holder, I really enjoy this park. This was the first time that I had been out to this park in the summer time and loved our family canoeing experience. We frequent it in the winter for sledding and cross county skiing. Please keep our parks safe. I anticipate that this access will be immediately secured and properly corrected next week.

Sincerely,

Dana DeBruyn

2807 S. Cambridge Rd.

Lansing , MI 48911

517-484-3354

Garbage Can and Tank Lid as found Burchfield Park 7/20/14



Situation 7/20/2014 Burchfield Park Bathhouse near Beach



Condition of Septic Tank Lid: Holes and Cracks 7/20/14

