

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 pk.ingham.org, choosing the "Park Commission" link and clicking on Monday, February 23, 2015

Monday, February 23, 2015

6:00pm

PARKS & RECREATION COMMISSION MEETING

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

**NOTE
CHANGE IN
LOCATION**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
[Minutes](#) of January 26, 2015 regular meeting will be considered
4. Limited Public Comment ~ *Limited to 3 minutes with no discussion*
5. Late Items / Deletions
6. ACTION ITEMS
 - A. [Resolution](#) Honoring the Mason Optimist Club as the 2014 Volunteer of the Year
 - B. [2016](#) Ingham County Parks Department Fee Adjustment Request
7. PRESENTATION OF 2014 VOLUNTEER OF THE YEAR – MASON OPTIMIST CLUB
8. [FINANCIAL REPORT](#) - Interim 2014 Year End Report
9. ADMINISTRATIVE REPORTS
 - A. [Director](#)/Administrative Office
 - B. [Park](#) Managers
10. OLD BUSINESS
 - A. Master Plan RFP (*Planning*)
 - B. [Lake Lansing Park-South](#) Shower House Renovation (*Executive/Planning*)
 - C. [Rescinding Resolution](#) - Employee Discounts (*Budget*)
11. NEW BUSINESS
 - A. Trails And Parks Task Force Report (*All*)
 - B. Potential Dog Park Site – Lake Lansing Park-North (*Executive/Planning*)
 - C. Repurpose Toboggan Run (*Executive*)
12. REPORTS OF STANDING COMMITTEES
 - A. Executive Committee - Chair Nicholls
 - B. Planning & Community Outreach Committee - Mr. Monsma
 - C. Budget & Personnel Committee - Mr. Czarnecki

13. Correspondence & Citizen Comment

14. Board/Staff Comments

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

16. Upcoming Meetings

- A. Date: Monday, March 16, 2015; Time: 5:30pm
Executive Committee Meeting
- Date: Monday, March 16, 2015; Time: 6:00pm
Planning & Community Outreach Committee Meeting
- Date: Tuesday, March 17, 2015; Time 12:00pm
Budget & Personnel Committee Meeting
- Date: Monday, March 23, 2015; Time: 6:00pm
Parks & Recreation Commission Meeting

17. Informational Items – *Distributed at Commission Meeting*

- A. County Services, Finance Committee, and Board of Commissioner Meeting Minutes
(Items pertaining to the Parks Department)
- B. Newspaper Articles
- C. MRPA Golden Wrench Award
- D. County & Regional Parks Act 261

18. 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
January 26, 2015

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, Chair Nicholls, Ralph Monsma, Paul Pratt, Mike Rice, Jonathan Schelke, and Commissioner Tsernoglou

Absent: None

Also Present: Park Director Tim Morgan, Hawk Island Park Manager Brian Collins, Burchfield Park Manager Jeff Gehl, Lake Lansing Park Manager Pat Witte, Recording Secretary Nicole Wallace, Financial Coordinator Karen Fraser, Rick Kibbey, Mike McDonald-Meridian Township Parks, Marty Colburn-Mason City Administrator, Brett Kaschinske -City of Lansing Park Director, Tim McCaffrey-East Lansing Park Director, LuAnn Maisner-Meridian Township Park Director, Mark Grebner, Bob Ford-LAP Inc. Consultant, County Commissioner Sarah Anthony, County Commissioner Rebecca Bahar-Cook, Nancy Krupiarz-Executive Director of Michigan Trails and Greenways Alliance, Steven Leiby, Treasurer of the Tri-County Bike Associations, Brindley Byrd-President of Mid-Michigan Mountain Biking Association, Dave Goodman, Elaine Ferris-City Council-City of Mason, Bob Lovell-Tri-County Biking Association, Susan Nyquist-Meridian Township resident, George Hayhoe, Mark Jenks-Delhi Township Park Director, Leonard Provencher- American League of Bicyclists and member of the Tri-County Bike Association, Tim Potter-Tri-County Bike Association, Dean Brailey-Tri-County Biking Association, Wanda Bloomquist-Planning Assistant Williamston Township, Gib King- Parks Board Lansing, Jerry Richards-Mannik Smith Group, Raymond Severy-Director of Public Works & Engineering Meridian Township, and Rick & Kathy Brown-interested citizens

Call to Order: Chair Nicholls called the Regularly Scheduled Parks & Recreation Commission meeting to order at 6:04pm

Minutes: **Moved by** Mr. Monsma and **Supported by** Commissioner Koenig to approve the January 21, 2015 minutes of the regular meeting as written. **Yes-10; No-0.**
MOTION CARRIED.

Limited Public Comment:

Steven Leiby, Treasurer of the Tri-County Bike Association, stated he has five recommendations for the millage. Priority should be given to connecting existing trails; the goal should be to serve both recreational riders and commuters. Trails should start and end at destinations (attractors) or connect to other trails or facilities; they should not end “nowhere.” Maintenance must be considered in planning and constructing trails; building trails to road standards and not sidewalk standards will reduce maintenance costs and ensure long trail life. Don’t delay important safety considerations such as traffic lights at intersections with major streets. Way finding signs need to be included in the design and construction of all trails, both on the trail and to/from the trail.

Commissioner Tsernoglou stated the Board of Commissioners formed a task force of County Commissioners who will meet throughout the month of February to discuss guidelines for the millage. The next task force meeting is on February 5th at 6pm in the Human Services Building. The task force will set priorities in February for the Park Commission's meeting in March.

Mark Grebner, former County Commissioner, recommended the Park Commission put together a list of approximately 10 to 30 discreet projects, which would include costs, sources of revenue, a timeline, how the trails will benefit the system, contingencies, etc. The Board of Commissioners can rearrange this list and move projects from year to year.

Late Items / Deletions: Removed Agenda Item 8: Presentation by Harmony Gmazel, Senior Planner, Tri-County Regional Planning Commission: Greening Mid-Michigan, A Vision for Green Infrastructure in Clinton, Eaton, & Ingham Counties.

ACTION ITEMS:

None.

PRESENTATION BY NANCY KRUPIARZ, EXECUTIVE DIRECTOR, MICHIGAN TRAILS & GREENWAYS ALLIANCE: BUILDING A STRONG REGIONAL TRAIL SYSTEM

Nancy Krupiarz, Executive Director of Michigan Trails and Greenways Alliance, introduced herself and presented a PowerPoint slide show. Ms. Krupiarz stated now that the millage has passed, we need to make a plan. The questions we need to ask is how will we connect to a statewide trail and regionally connect trails? An example of a trail to connect to is the Great Lake to Lake Trail, which is from Port Huron to South Haven. This trail is a part of the Governor's showcase trail. The Iron Belle Trail is a part of the Great Lake to Lake Trail, which would tie us to the North Country trail. Connecting to this trail will get us tied into a cross state network.

The Fred Meijer Clinton Shiawassee trail was just completed recently, which spans 40 miles between these counties. There is 27 miles to be developed to finish the 125 mile Fred Meijer Midwest Michigan Trail Network. This would be a major connection for Mid-Michigan, and we should aspire to tap into this trail. This would inspire other communities to connect to the trail. Connecting to the Great Lake to Lake Trail from South Haven to Port Huron would allow for more loops and mobility. This would encourage people to ride a segment of a trail, or they could have access to ride the whole trail.

Another connection to the west would be from the City of Lansing to the Paul Henry Thornapple Trail, which would be a linkage to the entire West Michigan Trails Network.

Another point to consider is discussion regionally, both within Ingham County and outward. For example, we need to consider trail to trail, trails to destinations (shopping, civic, etc.), both on and off-road connections, intermodal connections (transit)---both with CATA and inter-jurisdictional connections with Clinton and Eaton transit services.

One example of a successful program in Michigan is the Genesee County Regional Trail Plan Partners. This plan included the formation of a council, sought the participation of all local governments throughout the County, collected an inventory of all potential trails, and made a scoring system to prioritize the trails. The criteria they used to prioritize the trails was the length of trail in miles, population within 1/2 mile of

trail, destinations within 1/2 mile of trail, if the preliminary design was completed, if it was in an approved 5-year parks and recreation plan, if they have a trail group, if it connects to an existing trail, if there are multi-jurisdictional boundaries, have they applied for funding previously, and is there access to natural areas (corridors not adjacent to roadway.) They looked at the entire inventory and scored the 102 trails, and came up with 10 trail priorities.

TART Trails is a regional non-profit corporation dedicated to enriching the Traverse region by providing a network of trails, bikeways, and pedestrian ways, and encouraging their use. TART coordinates the maintenance of trails, programing for trail users, holds events, fundraising events, and interfaces with businesses to do fundraising. TART did a SWOT analysis of accomplishment, challenges, and trends/opportunities. Additionally, they identified goals and strategies for the next five years. TART Trails has a Trail Ambassador program for trail maintenance.

Ms. Krupiarz stated Oakland County Trails, Water and Land Alliance is a regional group led by Oakland County Environmental Stewardship Program, a program of Oakland County Planning. Oakland County helps communities by sending out engineers or planners, without assistance of a millage. Oakland County combined their Water and Land Preservation projects and formed Oakland County Trails, Water and Land Alliance. They put on an annual conference and networked between the groups. They hear from experts and keep regional stewardship vision alive. Oakland County did a trail inventory and included GIS to note the different places where there are road projects coming up.

In Ingham County, we have already started the discussion with Greening Mid-Michigan in February of 2010, and they created a map. Tri-County Regional Planning and local governments ranked where we were going to link conservation parcels together, and enhance conservation. This session ended up being more about trails. The result was a map with corridors connecting between towns and the plan blended environmental stewardship and trails.

Ms. Krupiarz said we will need to find roles for each of our partners. Some examples of partners are Capital Area Health Alliance, Tri-County Bicycle Association, Lansing Walk/Bike Task Force, Tri-County Regional Planning Commission, Community Partners in Health, Friends of Lansing River Trail, Friends of Ingham County Parks, Ingham County Land Use and Health Team, local park departments, Greening Mid-Michigan, Mid-Michigan Environmental Action Council, Leap Inc., Lansing Conventional and Visitors Bureau, those from Playmakers events.

In summary, we need to do an inventory prior to a vision; coordinate parks, environmental stewardship and transportation plans together, seek public input, put partner strengths to work, and address maintenance needs.

Q&A

Mr. Czarnecki asked who owns the trails in Genesee County. Ms. Krupiarz stated it varies, the local governments, but the County helps to put them together. They sometimes help with grants. If they don't have the capacity for pre-engineering or grant applications, they go out and help. Mr. Czarnecki asked if Genesee County seeks commitments from local governments to maintain the trails. Ms. Krupiarz said it is similar, to the state-if the local government agrees to maintain the trail, they will help.

Mr. Schelke asked if being a 501(c)3 organization has worked for TART. Ms. Krupiarz stated is has worked well, for example they have done the TART Trail, Leelanau Trail, Boardman Lake Trail etc.

Bob Ford, LAP Inc. consultant, asked if a portion of the millage could be set aside for maintenance? Discussion.

BOARD COMMENTS/LIMITED PUBLIC COMMENT:

Brett Kaschinske, City of Lansing Park Director, stated the City of Lansing currently has an agreement with Ingham County for the maintenance of the River Trail from Potter Park Zoo south to Maguire Park, and the agreement is not a monetary exchange.

Tim McCaffrey, City of East Lansing Park Director, is excited and looking forward to this process. The City of East Lansing is open to money for maintenance if it is available.

Marty Colburn, City of Mason Administrator, stated the City of Mason has maintained their trails and have taken in Rayner Park which also has trails within the park. The City of Mason has historically maintained their trails at a local level; but is open to take money if there is money for maintenance available. The critical element is some of the funding connects us; it is our understanding that the millage is to make connections.

Gib King, Parks Board Lansing, said when ranking priorities, have maintenance written in to priorities, especially if you have a 501(c)3-they can put an endowment together. When prioritizing which trails, look for partners for funding of longer term maintenance.

Mr. Morgan said Harmony Gmazel couldn't make tonight's meeting and the presentation on Greening Mid-Michigan, A Vision for Green Infrastructure in Clinton, Eaton, & Ingham Counties has been removed from the agenda.

Bob Lovell, from Tri-County Biking Association, stated in the long run, the maintenance cost will be the biggest cost. We should build to road standards, since tree roots want to push up every year. An alternative idea to think about, especially for rural trails, is to use crushed limestone. The problem with crushed limestone is that it is not as friendly for skinny tire bikes. The fat tire bikes work well with the crushed limestone. Second, please pay attention to Mr. Grebner's suggestion to create a list of projects for the Board of Commissioners. There could be a trail system that connects all the existing county parks. There are some townships that don't have a county park, and we could bring the whole county together by adding trails.

Leonard Provencher, stated he is with the American League of Bicyclists, and a member of the Tri-County Bike Association. He has lived in East Lansing and currently lives in Meridian Township. He is aware of trails that Meridian Township, the City of Lansing, Delhi Township, and Mason have completed. He looks at this county millage as an addition to the existing trails. The City of East Lansing funds trails out of their general fund, and he hopes East Lansing doesn't step away from what they have already done. He hopes we focus on connectivity; for example, two of the main corridors, Red Cedar all the way to Webberville and another corridor from Lansing down to Leslie. If you want the millage renewed, the millage should be for the whole county, not just special interest groups.

Brindley Byrd, President of the Mid-Michigan Mountain Biking Association, said there are 11 miles of bike trails in Burchfield Park as well as bike trails at Anderson Park in Delta Township. Don't forget about the mountain bike trail assets we have in the county.

Mr. Bennett stated at the last Park Commission meeting, several Park Commissioners stressed the importance of trail interconnectivity. In respect to limestone paths, we will need to ensure we are following MDOT and DNR matching fund requirements, the paths may need to be paved. Ms. Krupiarz stated the requirement is according to the national asphalt standards—the trail has to be a certain width and the stone has to be a specific limestone.

Gib King, Parks Board Lansing, inquired if we will partner with private groups or 501(c)3 organizations? Mr. Morgan said yes, we will try to use grants when available such as the MDNR recreational trails program, Congestion Mitigation and Air Quality Improvement (CMAQ) Program and Transportation Alternatives Program (TAP) funds, private donations, matching money, etc.

Mr. Monsma said he is on the Park Commission as the Tri-County Regional Planning representative. Please share your local plan with our Park Director.

Mike McDonald, resident of Haslett, said when the Potter Park Zoo millage passed they did a quick project of fixing lights and that was a huge improvement for those who used the Zoo. Meridian Township is a major hub of bicyclists. Keep in mind that in the near future, people will want to see action in Ingham County all over the place.

LuAnn Maisner, Director of Meridian Township Parks, stated connectivity is important. Meridian Township is excited to work together with the County.

Dean Brailey, of Tri-County Bicycle Association, asked if Genesee County has an ambassador or consultant? Ms. Krupiarz said yes, Amy McMillan.

Bob Ford, LAP Inc. consultant, suggested millage money could be used for local entities to dust off their existing trail plans since some local plans are 10 years old.

Brett Kaschinske stated the Friends of the Lansing River Trail is a 501(c)3 organization. A 501(c)3 organization can apply for grants that are only available for 501(c)3 organizations. Playmakers Foundation is also a 501(c)3.

Mr. Monsma and Chair Nicholls thanked the audience for attending and encouraged them to share their ideas on a continuing basis with the Park Commission, Board of Commissioners, and Park Director.

Adjournment:

There being no further business, the meeting was adjourned at 7:21pm.

Meeting adjourned

Minutes submitted by:
Nicole Wallace, Recording Secretary

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of February 23, 2015

RESOLUTION # -15

RESOLUTION HONORING THE MASON OPTIMIST CLUB **AS THE 2014 VOLUNTEER OF THE YEAR**

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

WHEREAS, the Ingham County Parks sponsors an annual Fishing Derby at Burchfield Park; and

WHEREAS, this event is held in June on the Michigan Department of Natural Resources free fishing weekend; and

WHEREAS, the Mason Optimist Club contacted the Ingham County Parks Department requesting to become involved in the Fishing Derby and expand the event to a Youth Sports Day in 2005; and

WHEREAS, the Mason Optimist Club began a long lasting relationship with the Ingham County Parks and have held this event for 10 years; and

WHEREAS, each year the Mason Optimist Club organizes and sponsors a free Youth Sports Day and has expanded the event to include fly tying, fly casting, lure making, duck calling, goose calling, air rifle shooting, archery shooting, a duck retrieving demo, dog retrieving demo, trappers display, deer display, virtual reality fishing machine, kayak and canoe paddling, water safety and disc golf; and

WHEREAS, the Mason Optimist Club was instrumental in the recruitment and organization of sponsors so that all participants received a free t-shirt and lunch as well as prizes for raffle winners; and

WHEREAS, over the past ten years, the annual fishing derby attracts hundreds of children yearly through free educational activities and hands on fishing for children age four to sixteen; and

WHEREAS, the Mason Optimist Club has shown remarkable levels of leadership and commitment to community betterment; and

WHEREAS, Gary Barker should be recognized for spearheading this event and his dedication with this project each year since its inception; and

WHEREAS, the Mason Optimist Club efforts have contributed greatly to the Parks Departments ability to provide exceptional outdoor recreational activities to the citizens of Ingham County and shows what can be done through collaboration among numerous organizations and a commitment from those involved in helping youth learn new skills and sharing their love for the environment.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission, by adoption of this resolution, recognizes the impact and quality of the Mason Optimist Club's work and extends its sincere appreciation for their ongoing efforts in promoting youth fishing.

BE IT FURTHER RESOLVED, that the Mason Optimist Club is the recipient of the 2014 Ingham County Parks Volunteer of the Year Award.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of February 23, 2015

Resolution # - 15

RESOLUTION APPROVING THE **2016 INGHAM COUNTY PARKS DEPARTMENT FEE ADJUSTMENT REQUEST**

WHEREAS, the Ingham County Parks Department staff has reviewed the fee schedule for park activities, shelters and park entry for the year 2016; and

WHEREAS, park staff does not believe significant changes to fees should be made at this time; and

WHEREAS, park staff wishes to simplify the fee structure where possible.

THEREFORE BE IT RESOLVED, that the attached 2016 Parks Fee Schedule be approved for adoption in accordance with all appropriate County Policies and Procedures.

2016 Park Fee Review

Fee Description	2015 Fee	2016 Recommended Fee
Administrative/Office Fees ****		
Administrative - Returned Check Fee	\$30.00	
Cancellation Fee (for all park reservations)	\$20.00	
Parking/Vehicle Entrance Fees ****		
Resident Daily	\$3.00	
Resident Annual	\$30.00	
Non-Resident Daily	\$5.00	
Non-Resident Annual	\$40.00	
Shelters		
Winter Sports Building (100 Person Capacity) ****	\$90.00	
Winter Sports Building - additional fee for non operational hours reservation		\$30.00
Shelters - 60 Person Capacity ****		
Lake Lansing South Lakeview	\$75.00	
Lake Lansing North Oak Knoll	\$75.00	
Lake Lansing North Sandhill	\$75.00	
Hawk Island Kestrel	\$75.00	
Hawk Island 1/2 of Peregrine	\$75.00	
Burchfield Deer Run	\$75.00	
Burchfield Pine Knoll	\$75.00	
Burchfield Southridge	\$75.00	
Shelters - 120 Person Capacity ****		
Lake Lansing - North - 1/2 of Main	\$100.00	
Hawk Island Peregrine	\$125.00	
Burchfield 1/2 of North Bluff	\$100.00	
Burchfield 1/2 of Woodsong	\$100.00	
Shelters - 150 Person Capacity ****		
Lake Lansing - South - 1/2 of Main	\$100.00	
Shelters - 240 Person Capacity ****		
Lake Lansing - North - Main	\$175.00	
Burchfield - North Bluff	\$175.00	
Burchfield - Woodsong	\$175.00	
Shelters - 300 Person Capacity ****		
Lake Lansing - South - Main	\$175.00	
Burchfield - Overlook	\$175.00	
Shelters - 375 Person Capacity ****		
Hawk Island - Red Tail	\$250.00	
Cabanas - Mini semi permanent shelters/50 Person Capacity ****		
Hawk Island (1)	\$75.00	
Lake Lansing South (1)	\$75.00	
Burchfield (1)	\$75.00	
Wedding Gazebo ****		
Lake Lansing Wedding Gazebo (1)	\$250.00	

2016 Park Fee Review

Fee Description	2015 Fee	2016 Recommended
Boating Fees ****		
In-Park Canoe/Kayak - per hr	\$6.00	
Abandonment Recovery Fee	\$40.00	
Late Fee (arriving 1/2 hour or later after closing)	\$20.00	
Canoe/Kayak Trips - McNamara	\$15.00	
Canoe/Kayak Trips - Bunker Rd	\$22.00	
Canoe/Kayak Trips - Eaton Rapids	\$28.00	
Transport Fee	\$5.00	
Pedal Boat - per 1/2 hr - weekday	\$5.00	Eliminate
Pedal Boat - per 1/2 hr - weekend	\$6.00	Eliminate
Pedal Boat - Senior (+60) - per 1/2 hr	\$1.00	Eliminate
Pedal Boat - 1/2 hour		\$6.00
Row Boat - 1st hour	\$7.00	
Row Boat - Hourly Thereafter	\$3.00	
Boat Launch - Daily (1)	\$5.00	
Boat Launch - Annual (1)	\$50.00	
Ski Rental Burchfield Park ****		
Moonlight Ski- Adult	\$10.00	
Moonlight Ski - Child (12 & under)	\$3.00	
1st hour	\$4.00	Eliminate
Each additional hour	\$1.00	Eliminate
Burchfield Cross Country Skiing Adults: Wknds & Holidays		
1st hour	\$8.00	Eliminate
Each additional hour	\$3.00	
X-Country Skiing Children(12&under): Wkds& Holidays		
1st hour	\$4.00	Eliminate
Each additional hour	\$1.00	Eliminate
Cross country ski rental - adult (per hour)		\$7.00
Cross country ski rental - child (per hour)		\$5.00
Ski Equipment Rental ****		
Skis per hour	\$3.00	
Boots per hour	\$3.00	
Poles per hour	\$3.00	
Day Camp ****		
Resident Monday-Friday 9am-4pm	\$90.00	
Non-Resident Monday-Friday 9am-4pm	\$100.00	
Resident Mon-Fri 7:30am-5:30pm	\$120.00	
Non-Resident Mon-Fri 7:30am-5:30pm	\$130.00	

Disc Golf ****		
Day Pass - 12 & Under (with an adult)	\$0.00	
Day Pass (13 and older)	\$4.00	
Season Pass	\$40.00	

2016 Park Fee Review

Fee Description	2015 Fee	2016 Recommended
Equipment Rental per round of Disc Golf	\$1.00	
Equipment Replacement-lost,damaged,stolen Discs	\$10.00	
Dog Park (12 Month Pass) ****		
Regular Pass	\$30.00	
Student (college ID)	\$15.00	
Senior (+60)	\$15.00	
Veteran	\$15.00	
Owner of Service Animal	\$15.00	
Daily Pass	\$5.00	
Replacement FOB	\$5.00	
Snow Tube Rental -Burchfield ****		
Burchfield - Tube Rental (2 hours)	\$2.00	\$3.00
Hawk Island Snow Hill ****		
Adult Pass - Snow Tubing (2 hours) Mon-Fri (32)	\$10.00	Eliminate
Child Pass - Snow Tubing (12 & under 2 hours) Mon-Fri	\$5.00	Eliminate
Family Pass - Snow Tubing (2 adults & 2 children 2hrs) Mon-Fri	\$25.00	Eliminate
Each add'l child for Snow Tubing	\$5.00	
Non-operational hours reservation	\$50.00	
Adult Pass - Snow Tubing (2 hours) Sat, Sun and Holidays	\$12.00	Eliminate
Child Pass - Snow Tubing (12 & under 2 hours) S, S and hol	\$8.00	Eliminate
Family Pass - Snow Tubing (2 adults & 2 children 2hrs) S, S, hol	\$35.00	Eliminate
Adult Pass - Snow Tubing (2 hours)		\$12.00
Child Pass - Snow Tubing (2 hours)		\$5.00
Family Pass - Snow Tubing (2 hours)		\$35.00
Utility Vehicle/Golf Cart Rental ****		
1/2 day = up to 4 hours	\$50.00	
full day = up to 8 hours	\$100.00	
Game Rental (for 4 hours) ****		
Moonwalk	\$275.00	
Dunk Tank	\$225.00	
Giant Slide	\$400.00	
Rental House ****	\$800.00	

Ingham County Parks Department

Financial Report

December 31, 2014

Unaudited



2014 - 208 Operating Budget Report

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014
December 31, 2014	Original Budget	Revised Budget	SUM OF ACTUAL YTD	Admin Budget	Admin Actual	Burch Budget	Burch Actual	LL Budget	LL Actual	HI Budget	HI Actual
REVENUE											
600200 SPECIAL EVENT FEES	3,500	3,500	1,050	3,500	1,050						
652000 PARKING FEES	308,000	308,000	315,058	0	0	43,000	47,311	74,000	82,917	173,000	184,830
676000 DONATIONS	20,000	0		10,000	0						
669142 PASSPORT REVENUE	14,000	14,000	14,759	15,000	14,759						
673000 SALE OF FIXED ASSETS	1,000	1,000	0	1,000	0						
688220 MISC REVENUE	4,856	4,856	2,182	4,856	2,182						
699000 REVENUE TSF IN - F101	1,445,577	1,484,577	1,484,577	1,445,577	1,484,577						
699500 REVENUE TRF IN CAP IMP - F101	6,800	6,800	6,800	4,500	6,800					2,300	
TOTAL REVENUE	1,803,733	1,822,733	1,824,427	1,480,933	1,509,369	43,000	47,311	74,000	82,917	175,300	184,830

PERSONNEL SERVICES											
704000 SALARIES & WAGES-PERM	639,154	676,235	681,495	639,154	680,863	0		0	632	0	
705000 SALARIES & WAGES-TEMP	267,387	239,652	247,499	15,000	8,919	60,000	57,217	76,000	84,082	88,652	97,280
706000 SALARIES & WAGES-OVERTI	1,687	4,000	4,649	4,000	4,649	0		0		0	
706100 ON CALL PAYMENT	180	180	0	0	0	60		60		60	
706700 OVERTIME WAGES - SEASONAL	4,783	700	1,496	100	0	200		200	44	200	1,452
708000 MEETING FEES	14,400	10,000	9,168	10,000	9,168	0		0		0	
714000 UNEMPLOYMENT	3,235	3,235	4,703		3,500		286		424		494
715000 FICA COUNTY SHARE	49,503	56,360	70,782	39,174	52,359	4,590	4,384	5,814	6,484	6,782	7,554
716020 HEALTH INS-PHP	129,684	129,684	98,617		98,617	0		0		0	
716030 HEALTH WAIVER	7,910	7,910	4,316		4,316	0		0		0	
716035 RETIREE HLTH INS CHARGEBACK	28,932	28,932	29,698		29,697	0		0		0	1
716040 RETIREE HLTH INS TRUST CHG	17,146	17,146	18,100		18,100	0		0		0	1
716100 DENTAL INS-ADMIN	9,501	9,501	9,810		9,809	0		0		0	1
716200 VISION INSURANCE	1,407	1,407	1,451		1,451	0		0		0	0
717000 LIFE INS	1,155	1,155	1,194		1,194	0		0		0	0
717100 DISABILITY INS	1,209	1,209	386		386	0		0		0	0
718000 RETIREMENT PROGRAM	132,849	132,849	137,278		137,278	0		0		0	
720000 LONGEVITY BONUS	0	12,419	11,678		11,678	0		0		0	
722000 WKCPMP INS	8,874	8,874	22,558	8,874	17,471		1,388		1,626		2,073
722600 EMPLOYEE ASST PROGRAM	390	390	406		406	0		0		0	
TOTAL PERSONNEL SERVICES	1,319,386	1,341,838	1,355,284	716,302	1,089,862	64,850	63,276	82,074	93,292	95,694	108,855

CONTROLLABLE EXPENSES											
728000 PRINTING AND BINDING	7,980	7,500	4,140	6,000	2,736	500	173	500	292	500	940
729000 POSTAGE	5,600	4,000	4,202	4,000	4,158	0		0	44	0	
730000 OFFICE SUPPLIES	3,100	2,550	1,910	2,550	1,910	0		0		0	
731000 PHOTO-COPYING & SUPPLIES	1,300	600	536	1,100	536	0		0		0	
734000 NON-CAPITAL EQUIP	4,900	3,750	2,647	750	-626	1,000	551	1,000	1,040	1,000	1,683
735100 CONTROLLED CAPITAL ITEMS	6,800	2,300	4,138	0	4,138	0		0		2,300	
740000 MAINTENANCE SUP	71,500	75,000	78,628	500	123	17,000	20,822	22,500	23,495	35,000	34,188
743000 OTHER SUPPLIES	21,111	23,648	20,018	2,500	1,401	6,348	5,578	5,500	5,372	9,300	7,667
743100 SMALL TOOLS	1,500	1,500	1,565			500	302	500	524	500	739
745000 UNIFORM & ACCESSORIES	5,500	6,491	5,237	5,500	5,217	0		0		0	20
746010 CLOTHING ALLOWANCE	600	600	470	600	470	0		0		0	
747000 GAS-GREASE-OIL-ANTIFREE	57,600	47,000	46,009			47,000	46,009	0		0	
802180 MED SERVICES - physicals	1,000		0	0		0		0		0	
815000 MEMBR/SCRPS/SUBSCRIPTIONS	1,950	2,500	2,691	2,500	2,691	0		0		0	
818000 CONTRACTUAL SERVICES	6,260	11,100	9,041	6,500	6,529	800	340	3,300	250	500	1,922
861000 TRAVEL EXPENSE-LOCAL	3,000	3,200	1,752	2,500	1,423	0		700	329	0	
861100 TRVL PROF DEVELOP INSTATE	100	100	0	100		0		0		0	
901000 ADVERTISING	750	525	525	525	525	0		0		0	
921050 TELEPHONE	7,434	8,934	7,257	6,500	6,155	325	368	1,700	535	409	200
921060 TELEPHONE - LONG DISTANCE	50	50	15	50	15	0		0		14	0

2014 - 208 Operating Budget Report

	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014
December 31, 2014	Original Budget	Revised Budget	SUM OF ACTUAL YTD	Admin Budget	Admin Actual	Burch Budget	Burch Actual	LL Budget	LL Actual	HI Budget	HI Actual
931100 MAINT-RELATED CONTRACTUAL	19,900	18,800	14,133	2,000	1,048	9,500	8,518	3,500	1,926	3,800	2,641
932000 EQUIP REP & MAIN	30,400	30,400	53,653	1,300	2,236	11,600	18,964	6,500	10,447	11,000	22,006
942000 EQUIPMENT RENTAL	3,038	2,903	2,096			776	599	1,000	997	1,127	500
957130 OTHER TAXES/ ASSESSMENTS	200	0	0	0		0		0		0	
960000 EMP TRAINING & IMPROV	0	550	815	550	813	0		0		0	
TOTAL CONTROLLABLE EXPENSES	261,573	254,001	261,479	46,025	41,497	95,349	102,224	46,700	45,251	65,436	72,505

NON-CONTROLLABLE EXPENSE											
911000 INSURANCE & BONDS	29,341	30,056	10,868	29,341	10,703	273	45	107	84	335	36
921000 UTILITIES	57,916	61,141	65,651	9,141	10,216	10,000	9,155	12,000	13,135	30,000	33,145
921070 COURIER SERVICE	1,576	1,576	1,577	1,576	1,577	0		0		0	
921150 TELEPHONE ALLOCATION COSTS	3,247	3,247	2,760	3,247	2,760	0		0		0	
943000 OFFICE EQUIP SVC CHG	35,026	35,206	60,693	35,206	60,693	0		0		0	
943010 EQUIP SVC CHG	36,842	36,842	44,068	36,842	44,068	0		0		0	
943020 EQUIP SVC CHG PC	4,851	4,851		4,851		0		0		0	
943100 NETWORK MAINT SVC CHG	7,370	7,370	4,502	7,370	4,502	0		0		0	
944000 VEHICLE SERVICE CHG	46,605	46,605	14,667	46,605	14,667	0		0		0	
TOTAL NON-CONTROLLABLE EXPENSES	222,774	226,894	204,786	174,179	149,186	10,273	9,200	12,107	13,219	30,335	33,181
TOTAL EXPENSES	1,803,733	1,822,733	1,821,552	936,506	1,280,544	170,472	174,700	140,881	151,762	191,465	214,541

TOTAL OPERATING REVENUE	1,803,733	1,822,733	1,824,427
TOTAL EXPENSES	1,803,733	1,822,733	1,821,552
CHANGE IN FUND BALANCE	0	0	2,875

208 Fund - Parking Revenue and Expenses - YTD													Monthly Revenue Report																															
December 31, 2014	2014				TOTAL				2013	Burch Parking	2014	Burch Parking	2013	LLS Parking	2014	LLN Parking	2013	Hawk Is Parking	2014	2013	TOTAL	2014	TOTAL																					
	Burchfield Parking	LLS Parking	LLN Parking	Hawk Is Parking	ALL Parks																																							
	47,311	65,466	17,451	184,830	315,058																																							
	12,104	4,832	391	26,998	44,325																																							
	173	215	77	1,037	1,502																																							
	12,276	5,048	468	28,035	45,828																																							
	47,311	65,466	17,451	184,830	315,058																																							
	12,276	5,048	468	28,035	45,828																																							
	25.95%	7.71%	0.00%	15.17%	14.55%																																							
	35,035	60,419	16,983	156,795	269,231																																							
Revenue YTD Date					Expenditures					Personnel					Operating Supplies					Expenditures YTD Date					Total Revenue					Total Expenditures					% Expenditures to Revenue					YTD Balance				

	2014	2014	2014	2014	2014	2014	2014
	Burch	Hawk	LLN	Lk Lan	Office	Zoo	Total
Hardship Passes	93	1212	12	201	14	94	1,626

Hardship Passes

2012	\$302,644	1,332
2013	\$292,533	1,527
2014 YTD	\$315,058	1,626

Unreliable

508- ENTERPRISE FUND
CONSOLIDATED MONTHLY BUDGET UPDATE BY PARK

December 31, 2014	2014 Budget	Actual All YTD	HI BUDGET	HI ACTUAL	BUR BUDGET	BUR ACTUAL	LL BUDGET	LL ACTUAL
REVENUE								
600000 SHELTER FEES	57,900	61,550	23,130	24,135	15,060	16,325	19,710	21,090
671170 CABANA	4,000	3,620	4,000	3,620				
600100 DISC GOLF FEES	21,000	25,115	0		21,000	25,115	0	
610000 BOAT RENTAL	58,969	66,167	10,599	13,868	40,000	44,939	8,370	7,360
620000 BOAT LAUNCH FEES	16,000	16,145	0		0		16,000	16,145
630000 SKI RENTAL	11,500	11,368	0		11,500	11,368	0	
641000 FOOD CONCESSIONS	39,000	50,018	25,606	29,822	3,394	4,167	10,000	16,029
641200 BAIT/TACKLE REVENUE	150	51	100	35	50	16	0	
650000 LL HOUSE	9,900	10,040	0		0		9,900	10,040
652100 ADMISSION FEES - Snow Park	20,000	21,129	20,000	21,129				
669130 INFLATABLE RENTALS	1,000	1,175	0		0		1,000	1,175
669140 SNOW TUBE RENTAL	4,000	4,919	0	948	4,000	3,971	0	
669141 DOG PARK REVENUE	9,000	10,874	9,000	10,874	0		0	
671000 DAY CAMP	15,000	13,907	0		15,000	13,907	0	
671150 VENDING MACHINE COMMISSIONS		36		36				
688220 MISC REVENUE	350	-	350					
698010 CARRY OVER SURPLUS USED	14,710	14,710	3,331	3,331	3,325	3,325	8,054	8,054
TOTAL REVENUE	282,479	310,823	96,116	107,797	113,329	123,133	73,034	79,893
PERSONNEL SERVICES								
705000 SALARIES & WAGES- TEMP	129,685	145,279	52,685	63,156	43,000	47,692	43,627	34,431
TOTAL PERSONNEL SERVICES	129,685	145,279	52,685	63,156	43,000	47,692	43,627	34,431
CONTROLLABLE EXPENSES								
728000 PRINTING AND BINDING	2,099	5,360	999	2,408	800	2,197	300	755
735100 CONTROLLED CAP - OTHER		5,599		2,274		3,325		
740000 MAINTENANCE SUPPLIES	19,295	19,600	11,695	13,722	3,800	5,572	3,800	306
743000 OTHER SUPPLIES	28,040	29,325	16,000	13,765	4,000	3,420	8,040	12,140
818000 CONTRACTUAL SERVICES	5,000	-	-				5,000	
921050 TELEPHONE	800	-	800		-		-	
931100 MAINT-RELATED CONTRACTUAL	1,000	3,104	1,000	3,104	-		-	
932000 EQUIPMENT REPAIR & MAINT	1,000	-	500		500			
942000 EQUIPMENT RENTAL	100	-	100		-		-	
957120 SALES/USE TAX	2,250	3,545	1,425	2,171	200	267	625	1,107
INTERNAL ADMIN DISTRIBUTION	64,000	77,186	24,000	26,824	23,000	28,157	17,000	22,205
TOTAL CONTROLLABLE EXPENSE	123,584	143,719	56,519	64,268	32,300	42,938	34,765	36,513
NON-CONTROLLABLE EXPENSES								
915050 INSURANCE/LIABILITY		35		13		16		6
921000 UTILITIES	10,000	8,374	10,000	8,190			-	184
TOTAL NON-CONTROLLABLE EXPENSES	10,000	8,409	10,000	8,203		16	-	190
TOTAL OPERATING REVENUE	282,479	310,823	96,116	107,797	113,329	123,133	73,034	79,893
TOTAL OPERATING EXPENSES	263,269	297,407	119,204	135,627	75,300	90,646	78,392	71,134
CHANGE IN FUND BALANCE - OPERATIONS				(27,830)		32,487		8,759

REVENUE	282,479	310,823
EXPENSE - OPERATIONS	263,269	297,407
Net Change to Fund - Operations		13,416

CIP Lake Lansing Boat Launch	9,075
CIP Hawk Island Refrigerator	3,331
CIP Burchfield Boat Trailer	3,325

NET CHANGE TO FUND - FUND - (2,315)

Unaudited

**508 Enterprise Fund
Report as of December 31, 2014**

	LLN Shelter	Boat Launch	Burch 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	8,940		16,325						12,150	7,360			24,135	13,867				61,550
Boat/Canoe Rental				44,939														66,166
Boat Launch		16,145																16,145
Ski Rental								11,368										11,368
Misc Revenue/St. Grant																		0
Food Concessions					4,167						16,029		70		27,654	2,098		50,018
Bait/Tackle					15										35			50
House Rental												10,040						10,040
Soccer - field usage																		0
Interest Revenue																		0
Inflatable Rental									1,175									1,175
Burch Snow Tube Rental																		0
Day Camp							13,907											13,907
Vending													36					36
Cabana													3,620					3,620
Dog Park																	10,874	10,874
Disc Golf						25,115												25,115
Snow Park Admission																21,129		21,129
Hawk Equipment								3,971								948		4,919
Carry Over Surplus																		14,710
Revenue to Date	8,940	16,145	16,325	44,939	4,183	25,115	13,907	15,339	13,325	7,360	16,028	10,040	27,861	13,867	27,689	24,175	10,874	310,823

Expenditures

Personnel - seasonal	3,508	7,893	5,699	14,017	6,833	5,112	9,197	6,833	6,773	7,049	8,551	658	14,192	10,911	11,376	26,677		145,279
Controllable Expenses	83	5,562	194	3,115	2,694	3,002	960	1,490	92	362	7,963	246	154	516	14,793	15,351	6,657	63,234
Admin Expenses	5,221	2,197	9,013	6,517	2,197	2,197	6,037	2,197	8,197	2,197	2,197	2,197	13,237	2,197	2,197	6,997	2,197	77,186
Capital Improvement																		0
Non-Controllable (ins/utilities)	1	1	2	11	1	4		1	1	1	2	185	549	3	3	10,942		11,705

Expenditures to Date

	8,813	15,653	14,908	23,659	11,725	10,315	16,194	10,521	15,063	9,608	18,712	3,286	28,132	13,627	28,369	59,967	8,854	297,407
Total Revenue	8,940	16,145	16,325	44,939	4,183	25,115	13,907	15,339	13,325	7,360	16,028	10,040	27,861	13,867	27,689	24,175	10,874	310,823
Expenditures to Date	8,813	15,653	14,908	23,659	11,725	10,315	16,194	10,521	15,063	9,608	18,712	3,286	28,132	13,627	28,369	59,967	8,854	297,407
YTD Balance	127	492	1,417	21,280	(7,542)	14,800	(2,287)	4,818	(1,738)	(2,248)	(2,684)	6,754	(271)	240	(680)	(35,792)	2,020	13,416

Unaudited

CIP Lake Lansing Boat Launch	9,075	YTD Balance from Operations	13,416
CIP Hawk Island Refrigerator	3,331	Capital Improvement	-15,731
CIP Burchfield Boat Trailer	3,325	2013 Fund Balance	66,514
	<u>15,731</u>	Current Available Funds	64,199
		Net Change Fund Balance	-2,315

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

* The interim year end 2013 operating statement reflects our fund balance as \$66,514

**508 ACTIVITIES
REVENUE COMPARISON
as of December 31, 2014**

	PEDAL BOAT/CANOE			LAUNCH			FOOD			SKI			DAY CAMP			DOG PARK			DISC GOLF		
	LL BOAT	BUR BOAT	HAWK IS	LK LAN	BURCHFIELD	LLS	HAWK IS	BURCHFIELD	LLS	BURCHFIELD	LLS	HAWK IS	BURCHFIELD	LLS	HAWK IS	BURCHFIELD	LLS	HAWK IS	BURCHFIELD	LLS	HAWK IS
2013	75951	75931	75971	75925	75932	75952	75975	75938	75984	75935	75984	75984	75935	75984	75984	75984	75984	75984	75984	75984	75984
2014	75951	75931	75971	75925	75932	75952	75975	75938	75984	75935	75984	75984	75935	75984	75984	75984	75984	75984	75984	75984	75984
Jan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jan - YTD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Feb - YTD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mar - YTD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
April	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Apr - YTD	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
May	415	799	743	3,576	358	1,259	3,609	3,745	39	48	151	0	45	1,526	0	0	0	0	0	0	0
May - YTD	415	799	743	3,576	358	1,259	3,609	3,745	39	48	151	0	45	1,526	0	0	0	0	0	0	0
June	818	2,244	7,751	8,677	3,114	4,784	1,565	4,730	15	107	965	4,507	7,717	9,298	0	0	0	0	0	0	0
Jun - YTD	1,233	3,043	8,494	12,585	3,472	6,043	5,199	8,525	3,286	3,653	1,182	5,961	9,232	12,734	3,451	11,368	15,453	11,490	5,365	4,672	11,045
July	4,226	2,081	13,272	15,205	2,879	4,238	7,063	4,059	107	302	6,873	5,515	7,778	9,534	0	0	0	0	0	0	0
Jul - YTD	5,459	5,124	21,766	27,790	6,351	10,281	12,262	12,584	3,393	3,955	8,055	11,476	17,010	22,268	3,451	11,368	16,538	12,707	6,865	6,312	13,872
Aug	2,240	1,892	12,516	11,469	3,490	3,049	2,746	2,900	0	181	2,521	4,051	6,760	5,560	0	0	0	0	0	0	0
Aug - YTD	7,699	7,016	34,282	39,259	9,841	13,330	15,008	15,484	3,393	4,136	10,576	15,528	23,770	27,828	3,451	11,368	16,823	13,097	8,914	7,757	16,095
Sept	671	344	5,223	5,388	758	538	529	660	0	0	173	501	1,846	1,422	0	0	0	0	0	0	0
Sept - YTD	8,370	7,360	39,505	44,647	10,599	13,868	15,537	16,144	3,393	4,168	10,749	16,029	25,616	29,250	3,451	11,368	16,823	13,907	9,870	8,919	17,451
Oct	0	0	805	292	0	0	0	0	0	32	0	0	0	0	0	0	0	0	0	0	0
Oct - YTD	8,370	7,360	40,310	44,939	10,599	13,868	15,537	16,144	3,393	4,168	10,749	16,029	25,616	29,250	3,451	11,368	16,823	13,907	10,255	10,254	18,761
Nov	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nov - YTD	8,370	7,360	40,310	44,939	10,599	13,868	15,537	16,144	3,393	4,168	10,749	16,029	25,616	29,250	3,451	11,368	16,823	13,907	10,360	10,484	18,761
Dec	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dec - YTD	8,370	7,360	40,310	44,939	10,599	13,868	15,537	16,144	3,853	4,168	10,749	16,029	25,616	29,250	4,000	11,368	16,823	13,907	10,865	10,559	18,917

2013		2014 YTD	
Activities	200,871	Activities	192,705
Shelter	58,045	Shelter	61,550
House	7,357	House	9,215
Inflatable	1,225	Inflatable	1,175
Donations	0	Carry Over CIP	14,710
Sale of Assets	0	Sale of Assets	0
BUR Tube rental	3,259	BUR Tube rental	3,971
Snowpark	17,903	Hawk Snow Hill	15,999
MISC	370	MISC	87
Interest	0	Cabana #1	3,620
Total YTD 508	289,440	Total YTD 508	303,031

**508 - SHELTER
REVENUE COMPARISON
as of December 31, 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	1,395	1,300	1,475	1,275	595	2,070	1,245
Jul - YTD	13,365	14,310	5,795	7,515	10,895	10,230	20,985	21,580
August	670	1,550	975	625	725	370	1,575	990
Aug - YTD	14,035	15,860	6,770	8,140	11,620	10,600	22,560	22,570
September	370	465	350	800	750	1,550	570	615
Sept - YTD	14,405	16,325	7,120	8,940	12,370	12,150	23,130	23,185
October	(75)	-	-	-	-	-	75	950
Oct - YTD	14,330	16,325	7,120	8,940	12,370	12,150	23,205	24,135
November	-	-	-	-	-	-	-	-
Nov - YTD	14,330	16,325	7,120	8,940	12,370	12,150	23,205	24,135
December	-	-	-	-	-	-	-	-
Dec - YTD	14,330	16,325	7,120	8,940	12,370	12,150	23,205	24,135

2013 YTD 57,025

2014 YTD 61,550

Unaudited

Directors Report
Through Feb 13th: (February 23rd Park Commission meeting 2015)

It is my intention, each report, as I submit my report to you that I will begin by remind us all of our purpose.

Mission Statement:

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

- Worked with Nicole and Karen on various committee agendas, supporting documents and internal items.
- Reviewed last year's strategic plan and started working toward draft update with Karen and staff.
- Worked on a variety of Park Millage items including meeting and working with Task Force Chair Teri Banas and staff Jared Cypher on various items including assembling initial packets and researching various items. Worked on assignments from the Task Force for future meetings.
- Continued to work on draft scope of work for Park & Trails master planning, met with Jim Hudgins a couple times to get the ball rolling on formulating a RFP in the spring.
- Attended several wellness meetings and encouraged staff (Nicole is our Representative) to be "Be Well at Work".
- Attended Controller monthly meeting.
- Started working with staff on recommendations for Park User Fee updates.
- Worked with Karen on 2016 Budget Request Calendar.
- Worked with Karen and Nicole on overall master internal calendar of annual important dates and calendar items (still a work in progress).
- Met with Karen several times to go over financials of the Parks. Set-up weekly meetings moving forward with Karen to go over financials in the future.
- Have been meeting with Nicole weekly and more frequently to stay on tasks with day-to-day park operations.
- Attended a second quarterly meeting of Friends of Parks Group. Worked with Karen to try and understand the role of Friends, talking past history, future roles and how the Friends can be utilized more effectively. Talked at Friends meeting and with Karen about ways to get the group more engaged and more hands on items that they are partnering with Parks on.
- Worked with Nicole to discuss potential of discounts for Park Staff and Board, found an existing resolution.
- Met with Michigan Recreation Commission Executive Director to talk about State Association and how it could help our County Parks and how we could help the Association.
- Met with neighboring County Park Director from Clinton and Eaton to talk about how we can help one another in the future.
- Worked with the Executive Committee ongoing and developed an updated format for the Park Commission Agenda and various other items. Worked with Nicole and Ralph on a better system of getting minutes (thanks Nicole and Ralph!)
- Worked with Pat and Karen on finalizing plans to accomplish what the needs were at Lake Lansing beach house and best utilize the monies that had been designated for Lake Lansing shower house renovations.
- Worked on Sheriff Patrol's format and started meeting with various others to develop a plan to make this a reality and the best for the parks this summer.

- Met with property managers and Jared Cypher several times to discuss the Ranger II open position, reviewed 28+ applications.
- Responded to several public correspondences and questions.
- Worked with Park Commissioner Duffy on an article about me coming to Ingham County Parks.
- Reviewed the annual report with Karen and working on Executive Summary for 2014.
- Spoke to Kiwanis Club of South Lansing (Karen went with as there was a request that was from the Friends from the past), spoke to an updated request from last year for maintenance on Hawk Island Community Built Playground for September 2015. Also, proposed a new climbing piece as a challenge project (thanks to Brian for getting that information to us).
- Worked several days and various hours on organizing all things since arriving December 1st, we have been very busy with winter sports in the field, years end reports and passports in the office. Along with that I have had meeting(s) almost every day since arriving and have worked with staff on learning and getting acquainted with lots of things! ☺
- Worked on new phone tree with staff (due to 12 inch snow cancelation event).
- Have had monthly property manager meetings and staff meetings and more regular as needed to take care of day to day items.
- Worked multiple hours on BOC Trails and Parks Task Force assignments.
- Have met with a multitude of people since arriving in December and still are in the process of networking and meeting and learning about Ingham County and Michigan ☺!
- Attended Michigan Recreation and Parks Association State Conference in Lansing (three days), also attended one day trails workshop as sponsored by MRPA as well... (what a great organization, had chance to network with many park professionals, thank you!)
- Attended the Michigan Association of County Parks Officials- Great Organization and will be very beneficial networking in the future!
- Sessions that I attended included: Moxie-The Secret to Bold Gusty Leadership; Strategic Alignment, Exceptional Board, and the importance of Vision & Forward Thinking; Lunch with our Legislators spoke to Rep. Andy Schor and Rep. Tom Cochran and shared with them about past Michigan Natural Resources Trust Fund projects that have come to Ingham County Parks and heard Dr. John Crompton speak on "The Economic Benefits of Parks, Trails and Recreation"; Work-Life integration- Six steps to reclaiming your life; Michigan Department of Natural Resources Grants Workshop; How to Navigate the Local Political Scene; Regional Success Through Recreation, Conservation, and Community Planning "Greening Mid-Michigan" and spent several hours in the exhibit hall talking with park & recreation vendors and consultants.



The Michigan Natural Resources Trust Fund

23

Creating Quality of Life in Michigan Since 1976



About the MNRTF

The Michigan Natural Resources Trust Fund has provided more than \$1 billion to local communities and the State of Michigan to protect our state's natural resources and develop outdoor recreation opportunities for residents.

The MNRTF has been a key funding source for Michigan's park and recreation providers for nearly 40 years - Trust Fund grants have helped to develop and expand parks and public green space, created trail networks, protected our state's pristine beaches, forests and wetlands, and funded accessibility improvements for parks and facilities, to ensure equal access for all residents.

Public Support for the MNRTF

The Trust Fund began in 1976 with the Kammer Recreation Trust Fund Land Act, and residents have voted twice to amend the state Constitution in support of the MNRTF. The Michigan Recreation and Park Association supports the original intent of the Trust Fund - to protect our state's precious natural land and develop public recreation opportunities for Michigan residents. Any attempt to redirect Trust Fund dollars outside of acquisition and development projects goes against the desire of Michigan's voters, who have repeatedly acted to protect the Trust Fund in Michigan's constitution.

Broader public access to plentiful, quality outdoor recreation

opportunities plays a central role in Michigan's economy and quality

of life for residents and visitors. The Michigan Natural Resources

Trust Fund continues to support active, healthy lifestyles for people of

all abilities, and has done so for nearly 40 years, funding recreational

opportunities in every county in Michigan.

- Governor Rick Snyder



Local Impact

Ingham County

Ingham County has received more than \$5 million from the MNRTF to fund land acquisition and development at Burchfield, Lake Lansing, and Hawk Island County Parks, as well as the development of a 2.5 mile pathway and accessible fishing pier as part of the Lansing River Trail, connecting Lake Lansing, Lake Lansing South County Park, Meridian Township parks, and other natural areas.

The locations provide countless opportunities for active and passive recreation, and host a variety of community events, such as the Burchfield Fishing Derby, which draws more than 300 families annually, and the Concerts at the Band Shell series, with audiences totaling 10,000 people.

Since opening in 2002 Hawk Island County Park has welcomed more than 6 million visitors. The park has become an incredible recreational opportunity for Ingham County residents, with a variety of amenities such as a trail, playground, splashpad, shelter and picnic areas, beach access, and a winter snow park. A well-remembered comment from a resident in 2004 was that "this park's facilities and the community built playground are some of the nicest things anyone has ever done in South Lansing." Hawk Island Park hosts over a dozen 5K events each year that raise more than \$500,000 for local non-profits and the local economy.

This publication was created by the Michigan Recreation & Park Association (MRPA). Founded in 1935, MRPA provides advocacy, resources and professional development to a devoted and diverse membership of more than 1,800.

The Association's professional, vendor and agency members represent nearly 4.5 million Michigan residents and are dedicated to creating community and enhancing resident quality of life.

This publication was made possible through support from the Michigan Recreation and Park Association Foundation. Established in 2002, the MRPA Foundation provides financial support to people and programs that work to enrich the health and wellbeing of all Michigan citizens through increased access to recreation and outdoor experiences. Learn more at www.mrpafoundation.org.



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/MichParksRec



/MiParksRec

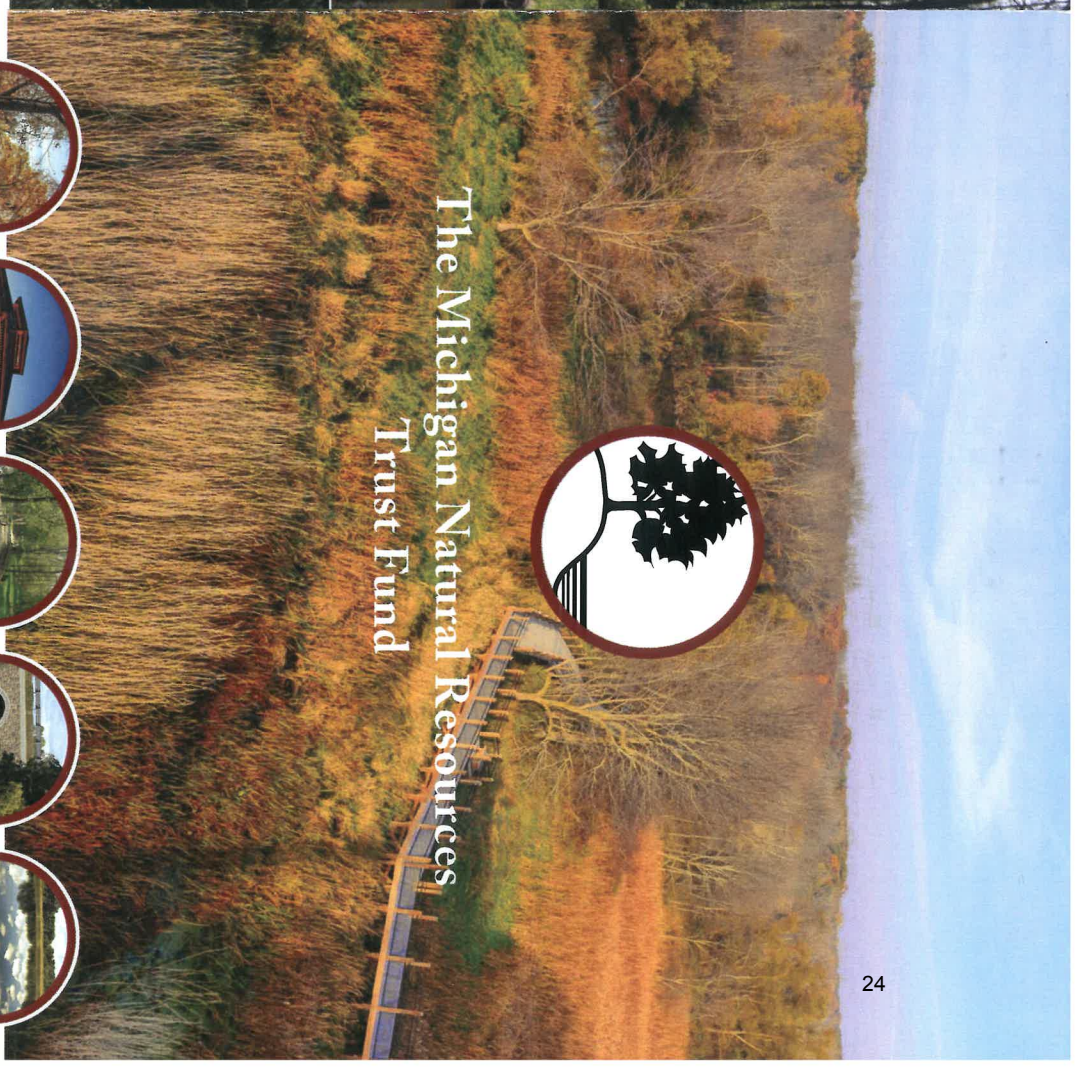


/MiParksRec



/MiParksRec

PHOTO CREDITS: Michigan Natural Resources Trust Fund project photos courtesy of Berrien County Parks, Clinton County Parks and Greenspace Commission, Fennier Nature Center and photographer Dave Marvin, Isabella County Parks and Recreation Commission, Lansing Parks and Recreation, Springfield Township Parks and Recreation, and St. Clair County Parks and Recreation.



The Michigan Natural Resources Trust Fund



Creating Quality of Life in Michigan Since 1976

Office Staff Report

- Entered 65 shelter reservations
- Park Reservation Payments
- Processed 82 U.S. passport applications and photos
- Processed 35 hardship passes
- Brochure distribution – 38 libraries/local organizations
- Prepared mailing envelopes for entire year for Planning, Executive, Budget and Park Commission
- Updated Day Camp Posters
- Updated display board for upcoming community outreach events
- Special event processing
- Attended Wellness Committee Meetings
- Agenda/park commission packet preparation
- Press releases
- VIP snow tubing event
- Staff meetings
- Interviewing for seasonal office staff
- Payroll Processing
- A/P Processing—Invoice And Purchase Order Payments
- Vendor Account Statement Reviews
- Requisition Entries
- Pcard Statement Processing
- Park Revenue Receipt Verification And Filing
- Cash Receipts-Office Revenue
- Cash Receipts-Park Revenue
- Pars
- Driver License Checks
- W2 Address Changes
- Seasonal Hourly Total Reports
- Customer And Employee Inquiries By Person And Phone
- Provide Park Managers With Information/Data As Requested
- Filed 4th quarter sales tax and annual sales tax report
- MNRTF report for MRPA
- Interim 2014 Year End Financial Reports
- Prepared 2015 Budget distribution for parks
- Year End 2014 transmittals, journal entries, carry forwards
- Revised customer service survey
- Gathered parking revenue data
- Friends Board Meeting/agenda/minutes
- Revised Cuisine Sponsorship materials
- Mailed sponsorship request letters to new contacts

Burchfield Park Report

There has been more of a sporadic level of snow this month in comparison to January of 2015. As a result virtually all levels of winter revenue will be lower than in 2014 at comparable time frame. The one exception will be with the disc golf revenue which should be slightly higher in part because the half price annual golf pass has now expired for all Capital City Renegades members. Every Sunday morning the CCR held disc golf league play regardless of the weather. We have tried to work with volunteers to keep the tee pads cleared especially on the Renegades trail course. I met with a couple of Boy scouts and have lined up potential projects in the park for Eagle Scout projects. They will get back with me at a later date to verify what project they will work on.

A good part of January is spent on normal early year activities such as ordering maintenance supplies and working on projects such as repairing picnic tables etc. We continue to have a vacant full time ranger 2 position at Burchfield Park and I have hired a seasonal employee this winter to in part keep track of oil changes, general equipment maintenance where applicable. This is in addition to their normal seasonal winter responsibilities. The main item to work on is writing up bids and getting requisitions for more than \$120,000 worth of equipment to be purchased in 2015. It is even more critical with lack of a mechanic this equipment be purchased as soon as possible.

Jeff Gehl
Burchfield Park Manager



Lake Lansing Report

1. Training a new Stewardship coordinator (Billy Hartill). Nick Sanchez has accepted a full time position at Montcalm County
2. Bidding janitorial items for all parks.
3. Working with the Band Shell Committee to set the 2015 schedule.
4. Working winter sports at Hawk Island and Burchfield Parks
5. Planned a new Rain Garden located at the Boat Launch and prepared RFP for plant materials.
6. Finished renovating the old Boat Launch dock.
7. Working and coordinating with special events Directors for 2015 Lake Lansing events. Autumn Classic, 5K CATA, MSU Triathlon, and Playmakers Marathon Relay.
8. Radio interview with Impact 88.9 (MSU Radio), display table at the Lansing Mall for Choosing Healthy Lifestyle, and MRPA Conference.
9. Met with Mid-Michigan Stewardship and set 2015 goals.
10. Continue to work with Lake Lansing Watershed Advisory committee to prepare for Lake Lansing herbicide treatment, harvest, and drain projects.

Pat Witte

Lake Lansing Park Manager

Attached are pictures of the Playmakers Marathon Relay and Rain Garden at LLS



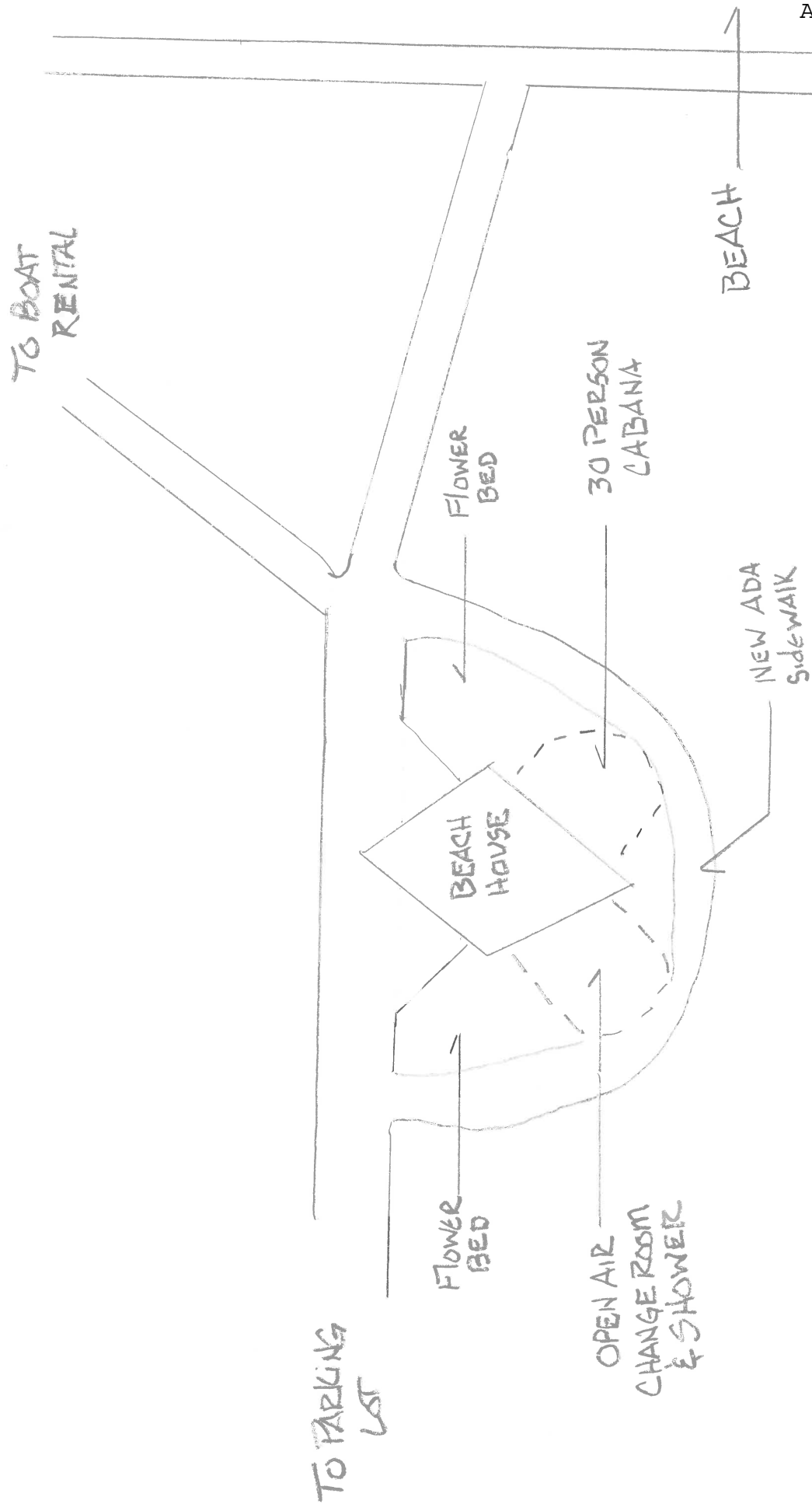
Hawk Island County Park Report

Hawk Island tubing snow hill has seen staff invest 650 hours making what mother nature had not, new snow. Average depth on the hill conservatively 5-6' feet and general operations have been running smoothly. We have had good response to group reservations, and attendance has been good overall.

- ✓ 3,235 Tubing Visits
- ✓ 250 hours of snowmaking
- ✓ VIP Snow Tubing Event for Park Commissions, BOC, staff
- ✓ Snow Tubing hill reserved five times in January
- ✓ Hosted MRPA Park Resources Committee Meeting

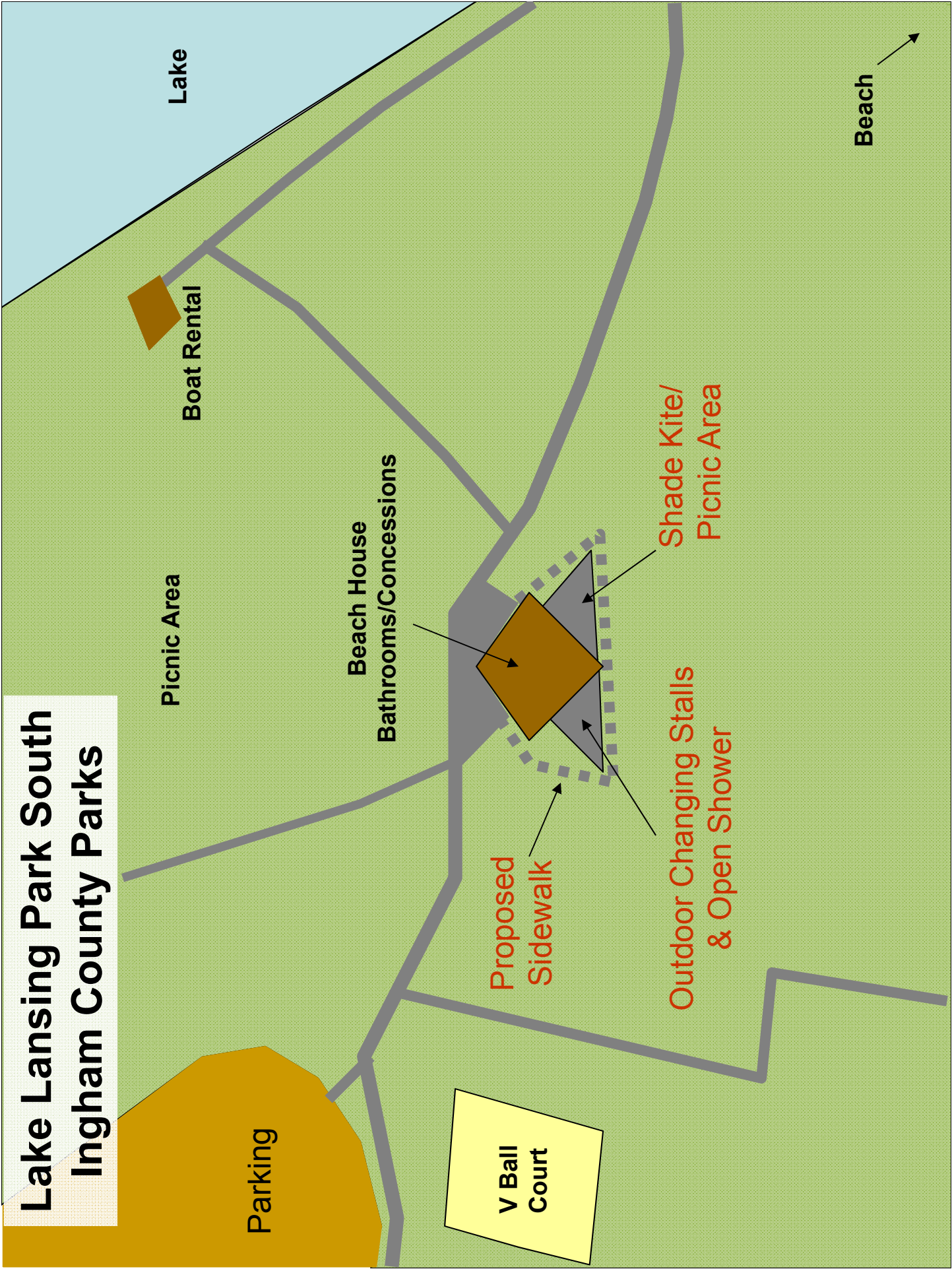
Brian Collins
Hawk Island Park Manager





Lake Lansing Park South Ingham County Parks







INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of August 22, 2011

RESOLUTION #35-11

RESOLUTION RECOMMENDING THE ESTABLISHMENT OF INGHAM COUNTY EMPLOYEE DISCOUNT ACTIVITY USER FEES

WHEREAS, since 1998, in an effort to contain health insurance costs, the Ingham County Wellness Committee's goal has been to promote overall good health practices for Ingham County Employees; and

WHEREAS, the Wellness Committee has asked to partner with the Parks Department in an effort to promote county employee physical activity.

BE IT THEREFORE RESOLVED, that the Ingham County Parks & Recreation Commission recommends the Board of Commissioners authorize the following activities be made available to Ingham County Employees at a the discounted rate of \$1.00 off the standard rate for each activity:

- Rowboat Rental at Hawk Island and Lake Lansing
- Pedal Boat Rental at Hawk Island, Lake Lansing Park-South, and Burchfield Park
- Canoeing and Kayaking at Burchfield Park
- Disc Golf at Burchfield Park
- Cross Country Skiing at Burchfield Park and Lake Lansing Park-North
- Snow Tubes at Burchfield Park
- Snow Tube Hill at Hawk Island
- Snow Boarding Hill at Hawk Island

BE IT FURTHER RESOLVED, this employee discount does not apply to the vehicle entrance fee.

BE IT FURTHER RESOLVED, this employee discount applies only to the employee.

Moved by Ray Rustem and **Supported by** Commissioner Tsernoglou that Resolution #35-11 be approved. **Yes-6; No-1 (Czarnecki); Abstained-1 (Davis). MOTION CARRIED.**

ADOPTED-AUGUST 23, 2011
Agenda Item No. 11

Introduced by the County Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION AUTHORIZING THE ESTABLISHMENT OF
INGHAM COUNTY EMPLOYEE DISCOUNT ACTIVITY USER FEES**

RESOLUTION #11-251

WHEREAS, since 1998, in an effort to contain health insurance costs, the Ingham County Wellness Committee's goal has been to promote overall good health practices for Ingham County Employees; and

WHEREAS, the Wellness Committee has asked to partner with the Parks Department in an effort to promote county employee physical activity; and

WHEREAS, the Ingham County Parks & Recreation Commission supported this proposal at their August 2011 Commission meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes the following activities be made available to Ingham County Employees at a discounted rate of \$1.00 off the standard rate for each activity:

- Rowboat Rental at Hawk Island and Lake Lansing
- Pedal Boat Rental at Hawk Island, Lake Lansing Park-South, and Burchfield Park
- Canoeing and Kayaking at Burchfield Park
- Disc Golf at Burchfield Park
- Cross Country Skiing at Burchfield Park and Lake Lansing Park-North
- Snow Tubes at Burchfield Park
- Snow Tube Hill at Hawk Island
- Snow Boarding Hill at Hawk Island

BE IT FURTHER RESOLVED, this employee discount does not apply to vehicle entrance fees.

BE IT FURTHER RESOLVED, this employee discount applies only to the employee.

COUNTY SERVICES: Yeas: De Leon, Copedge, Celentino, Vickers, Dragonetti

Nays: None **Absent:** Schor **Approved 8/16/11**

FINANCE: Yeas: Schor, Tsernoglou, Nolan, McGrain, Dougan

Nays: None **Absent:** Bahar-Cook **Approved 8/17/11**

February 3, 2015

Dr. Sarah Nicholls, Chair
Park Commission

Ingham County

Dear Sarah,

I will not be able to attend your February 5 Task Force meeting regarding the Ingham County Park Millage. However, I would like to provide you with my input from the meeting last Monday at County Services. It was a very intriguing meeting and I especially enjoyed the question and answer portion. You and the entire Park Commission are true public servants.

These comments are my own and do not represent those of the Meridian Township Park Commission or our Director, LuAnn Maisner.

The ballot language, which lacked clarity, could prove to be a challenge when the funds are allocated and the money spent. No division or direction between expenditures for capital outlay and maintenance is just one example of the proposal's vagueness. It also can be an opportunity to do a wide variety of great trail projects throughout Ingham County to benefit the widest range of trail users, all across Ingham County. I'm very pleased that Meridian Township, and East Lansing, had two of the highest approval rates, but many other voters in Ingham County checked the "yes" box. The ballot would not have passed without county-wide support.

Complete transparency is a must. The Potter Park Zoo Millage was and remains very specific. The then Parks Director provided the Park Commission with a monthly report of revenues and expenditures from both the Potter Park Zoo Millage account and the regular Ingham County Parks account. At this time Meridian Township has contributed \$ 775,000 toward the millage. Other local units have done the same. Though no expenditures have been projected for up to a year while planning is undertaken I would still like to see a report distributed to the Commission and made available to the public monthly. At this time I see no reason for any money to be expended for administrative costs.

The other comment I have at this time, Sarah, is that while I believe Genesee County Parks Director Amy McMillan would be a fine resource, Washtenaw County Parks and Recreation Commission has a County Trails millage that closely mirrors Ingham County's. It provides grants (the Connecting Communities Program) to local units based on the merits of their trail project proposals. Bob Tetens is their Director; you may already know him or their Chief Planner, Coy Vaughn. I think more than one outside perspective is needed, if it is decided that Ingham County wants to solicit advice and resources from other counties.

That is all I have for you at this time. I hope to see you soon, at a Task Force meeting or, before then, at the MRPA Conference next month here in Lansing.

Sincerely,

Mike McDonald

5616 Wood Valley Drive

Haslett, MI 48840

From: Wilson, Kendra
Sent: Wednesday, February 04, 2015 2:37 PM
To: 'alice florida'
Subject: RE: Compliment for Employee

Hi Alice,

Thanks for the email. I will share this with our Park Manager, Director and Park Commission. Thanks again for your comments!

Have a nice evening,

*Kendra Wilson
Ingham County Parks
517-676-2233*

From: alice florida
Sent: Wednesday, February 04, 2015 2:18 PM
To: Wilson, Kendra
Subject: Compliment for Employee

To Whom It May Concern:

I run at Hawk Island Park frequently with Playmakers groups. We are most generally favorably impressed with the maintenance of the park. The snow removal this week has been phenomenal. Although generally, the employees are very amiable, I received noteworthy assistance today from an employee who I am told is named 'Zack'. I had recently lost a running vest and a gaiter and thought they might have been mislaid at Hawk Island. I was running at the park today at about 10:45am and observed the employee operating a snow blower. When I approached him, he courteously shut off the machine and heard my query about a possible Lost and Found container. He told me there was one inside the shelter, but he did not have the key with him. We agreed to meet in an hour and when I finished my run, he was at the shelter. He and I unsuccessfully went through the lost and found container whereupon he told me that there was another container in another building onsite. He met me there where we again were unsuccessful in finding my lost items. This sounds like an innocuous encounter when written out, but the young man was so courteous and patient with me, I thought his actions deserved a compliment. It's always noteworthy to me when public employees go above and beyond to assist customers and I'm glad that the Park Board employs folks who are as gracious as young Zack (which I hope is the right name - I asked another employee for the name on my way out of the park).

Best regards,
Alice Florida

February 4, 2015

Dear Ms. Minard:

Thank you for contacting the Ingham County Parks Department. I am writing in reference to your request to have a single trail for dog walkers at Burchfield Park. At this time park policy is only to permit dogs on the trails up to the Deer Run Shelter, and there is a sign posted at that point prohibiting dogs on the rest of the trails.

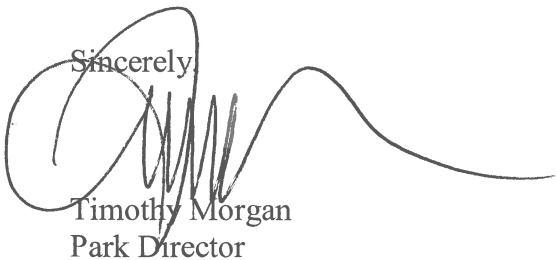
We are working on our five-year Master Plan and would like to invite you to an upcoming Park Commission meeting to share your ideas. Please mark your calendar for an upcoming meeting at Burchfield Park:

Ingham County Parks Commission Meeting
May 18, 2015
6:00 PM
Winter Sports Building
Burchfield Park
881 Grovenburg Rd
Holt, MI 48842

If this meeting date does not work, please feel free to attend another Park Commission meeting. Meeting dates are posted on our webpage at www.inghamcountyparks.org or you may call 517-676-2233.

Please feel free to call the office at 517-676-2233 if you have any further questions.

Sincerely,



Timothy Morgan
Park Director



Ingham County Parks & Recreation Department

121 E. Maple St., PO Box 178, Mason, MI 48854
Phone: (517) 676-2233 Fax: (517) 244-7190
www.inghamcountyparks.org email: parks@ingham.org

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

From: Mary Ann Minard

Sent: Tuesday, February 03, 2015 7:17 PM

To: Wallace, Nicole

Subject: Re: Dog walking at Burchfield park

That is a shame, as I live in Holt.

Could there be a consideration for a single trail, perhaps on the west side of the park for dog walkers? It seems a park that is this large could accommodate this.

Are there any community forums I could attend to request this?

Thank you,

Mary Ann Minard

> On Feb 3, 2015, at 8:27 AM, "Wallace, Nicole" wrote:

>

> Good morning,

>

> At Burchfield Park you may take your dogs on the trails up to the Deer Run Shelter, and there is a sign posted at that point. However dogs are not allowed on the rest of the hiking trails. Due to this, I would recommend the trails at Lake Lansing Park North in Haslett which do allow dogs on all trails.

>

> Have a nice day,

>

> Nicole Wallace

> Executive Assistant

> Ingham County Parks

> 517-244-7185

> parks@ingham.org

>

>

> -----Original Message-----

> From: Mary Ann Minard

> Sent: Monday, February 02, 2015 9:12 PM

> To: Wallace, Nicole

> Subject: Dog walking at Burchfield park

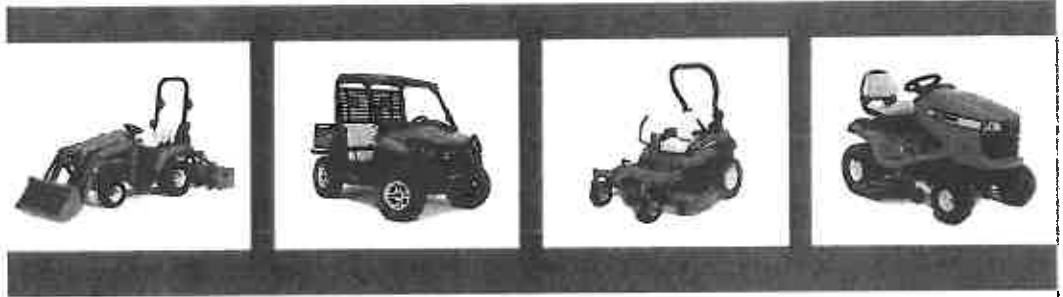
>

> I would love to walk my dog at Burchfield Park. May I? What is the rule?

> Thank you,

> Mary Ann Minard

Thank you!



Thank you for your recent purchase!

We appreciate your business and look forward to
serving you in the future.



"Outstanding in our field"

*Thank you
Bill*

Thank you
so much!
Nancy Kopp

Melody Garza

Thank you for your generosity!

Your contribution will make a difference!

Hospice of Lansing Events Committee

Marie Janet Howes Thank you!
Shirley Linda



HOSPICE OF LANSING

4052 Legacy Parkway
Suite 200
Lansing, MI 48911
p. 877.882.4500
f. 517.882.3010
www.lansinghospice.org

IONIA AREA HOSPICE

The Calley Office Building
P.O. Box 124
Ionia, MI 48846
p. 877.882.4500
f. 616.527.3655
www.ioniahospice.org

STONELEIGH RESIDENCE

3411 Stoneleigh Dr.
Lansing, MI 48910
p. 517.882.1663
f. 517.882.1612
www.stoneleighresidence.org