

Please note the changed
location of the
OCTOBER 24, 2011
Parks & Recreation
Commission Meeting

PARKS & RECREATION COMMISSION MEETING
6:00 P.M.

Hawk Island County Park
Maintenance Building
1601 East Cavanaugh
Lansing, Michigan

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, October 24, 2011.

Monday, October 24, 2011

6:00pm

PARKS & RECREATION COMMISSION MEETING

Hawk Island County Park Maintenance Building
1601 E. Cavanaugh ~ Lansing, Michigan

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
[Minutes](#) of the September 26, 2011 regular meeting will be considered
4. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*
5. **Late Items / Deletions / Consent Items**
6. **Tour of Snow Tubing/Snow Boarding Hill**
7. **ACTION ITEMS**
 - A. [Resolution](#) Recommending the Appointment of the Potter Park Zoological Society Executive Director Sherrie Graham as Interim Director of the Potter Park Zoo
 - B. [Resolution](#) Recommending Approval of Amendment #4 with the Department of Natural Resources to Develop a Snow Tubing Hill at Hawk Island Park
 - C. [Resolution](#) Amending Resolution #40-11 Approving a Special Deer Hunt at Lake Lansing Park-North
 - D. [Resolution](#) Recommending the Amendment of the Low Income Park Vehicle Fee Policy and the "Free Monday" Resolutions for Vehicle Entrance Fees
8. **DISCUSSION ITEMS**
 - A. September Parks & Zoo Financial Reports
9. **Director's Report**
 - A. Park Project Power Point Presentation
 - B. Monthly Grant Status Report
 - C. Hawk Island Snow Tube/Snow Board Hill Status Update
10. **Correspondence & Citizen Comment**
11. **Board Comments**
12. **Limited Public Comment** ~ *Limited to 3 minutes with no discussion*



**NOTE
CHANGE IN
MEETING
PLACE**

13. Upcoming Meetings

- A. Date: November 21, 2011; Time: 6:00pm
Parks Planning & Community Outreach Committee Meeting
- B. Date: November 22, 2011; Time: 6:00pm
Parks Budget & Personnel Committee Meeting
- C. Date: November 28, 2011; Time: 6:00pm
Parks & Recreation Commission Meeting

14. 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. Zoo Gnus
- D. Zoological Society Director Update
- E. Parks Director Zoo Report
- F. Shelter and Zoo Surveys

15. Adjournment

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

“DRAFT” MINUTES OF THE MEETING

**INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
September 26, 2011**

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: Paul Pratt, Pam Weil, Ralph Monsma, Laura Davis, Sarah Nicholls, Bill Matt, and Norm Gear

Absent: Commissioner Tsernoglou, John Czarnecki, and Ray Rustem

Also Present Recording Secretary Nicole Wallace, Park Director Willis Bennett, Park Manager Pat Witte, Financial Coordinator Karen Fraser, members of the public Adam Rumschlag and Mike McDonald

Call to

Order: Pam Weil called the Regularly Scheduled Parks & Recreation Commission meeting to order at 6:04pm.

Minutes: **Moved by Mr. Matt, Supported by Mr. Pratt** to approve the August 22, 2011 minutes of the regular meeting as written. **Yes-7; No-0. MOTION CARRIED.**

Late Items / Deletions:

Resolution Recommending the Amendment of the Low Income Park Vehicle Fee Policy and the “Free Monday” Resolutions for Vehicle Entrance Fees pulled from the agenda by Mr. Bennett

Limited Public Comment:

None.

ACTION ITEMS

Mr. Bennett reported that over the last ten years, the number of car-deer accidents has been high in Meridian Township, especially in the last five years. Deer also have been overbrowsing vegetation and there is a concern that invasive species will take over, since deer do not eat invasive species. Ingham County Parks is working in cooperation with Meridian Township to find a solution.

Pat Witte spoke about opening up park land and public spaces to hunters. He indicated only a certain number of people will be allowed to hunt. The Parks Department would interview potential hunters and a designated area would be set up for hunting to reduce the chance of accidents. All the deer hunted would be tested for diseases and the sex would be determined. The deer would then be taken to Sportsmen Against Hunger who would process the meat for free, and donate it to the charity(s) of Ingham County Parks’ choice. Mr. Monsma voiced his support and questioned how long the hunts would be necessary. Mr. Bennett said the count will be repeated to see if we are close to number of deer acceptable as set forth by the DNR. Mr. Witte indicated two colleagues will monitor two deer enclosures to determine the effects on the vegetation by the deer left. Ms. Nichols stated she will abstain from voting since she does not eat meat. Ms. Weil questioned whether or not neighbors were in support of the controlled hunt. Mr. Witte said at the Lake Lansing Property Owners spring meeting his email address was given out to neighbors to voice their complaints/support, and he has received 47 comments all in support. All those individuals who contacted park staff, those who spoke at the township meeting, the DNR, and local citizens are all in support. Ms. Nichols stated the resolution should only allow the hunt for 2012 and should not be open ended. Ms. Nichols supports the resolution for 2012 since the number car-deer accidents are high and there is a decrease in county officers to respond to accidents along with the concern that deer are starving in the winter. Other board members present agreed if the Michigan Department of Natural Resources biologist’s determine the carrying capacity is not met during the 2012 hunt subsequent hunts may be recommended for 2013 and 2014.

RESOLUTION #40-11 ~ RECOMMENDING APPROVAL OF A SPECIAL DEER HUNT AT LAKE LANSING PARK-NORTH

WHEREAS, Michigan Department of Natural Resources states the square mile carrying capacity of deer should range between 15-20 and it has been determined the Lake Lansing Park-North herd size is approaching 50; and

WHEREAS, State of Michigan Ecologists have recommended that deer control efforts are essential at Lake

Lansing Park-North due to overbrowsing of native plant species; and

WHEREAS, the Michigan Department of Natural Resources states overbrowsing of plant life can lead to the deer population being susceptible to disease and starvation; and

WHEREAS, deer/car accidents have increased over the last five years especially on roads adjacent to Lake Lansing Park North; and

WHEREAS, out of 6,736 deer/car accidents in Ingham County in the past five years 745 (11%) took place in Meridian Township alone; and

WHEREAS, Ingham County Parks has been contacted by over 45 Lake Lansing area residents regarding continued deer damage to their own personal property; and

WHEREAS, all deer harvested will be donated to Sportsmen Against Hunger for processing and given to local charities designated by the Parks & Recreation Commission.

THEREFORE BE IT RESOLVED, Ingham County Parks staff will work with Michigan Department of Natural Resources staff to develop a working deer management plan for the future which will include items such as education, fencing, and recommended landscape plantings.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission recommends that the Board of Commissioners approve a special white tail deer hunt at Lake Lansing Park-North in January or February of 2012.

BE IT FURTHER RESOLVED, that if the Michigan Department of Natural Resources Biologist's determine that the carrying capacity is not met during the 2012 hunt subsequent hunts may be recommended for 2013 and 2014.

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission will continue to work in cooperation with Meridian Township on solutions to deer overpopulation and will conduct public hearings prior to any scheduled hunts.

Moved as amended by Mr. Monsma and Supported by Mr. Matt that Resolution #40-11 be approved. Yes-5; No-1 (Pam Weil); Abstain-1 (Sarah Nicholls). MOTION CARRIED.

Mr. Bennett talked about the administrative charges related to the Maintenance Agreement and indicated the actual hard costs of seasonal hours, fuel, hard hats will not affect the administrative charge backs.

RESOLUTION #41-11 ~ RECOMMENDING AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF LANSING AND INGHAM COUNTY FOR THE MAINTENANCE OF CERTAIN CITY PARKS

WHEREAS, the Board of Commissioners adopted Resolution #11-210 authorizing an agreement with the City of Lansing to provide maintenance services in 25 city parks that are 5 acres or less and all parks along the River Trail, and

WHEREAS, the City of Lansing has accepted the proposal and their 2011-12 adopted budget assumes that they will contract with the County for these maintenance services; and

WHEREAS, the City of Lansing Attorney's office has requested clarification language be added to the approved agreement and the Ingham County Parks Department staff concurs with suggested language, and

WHEREAS, staff from the City of Lansing and Ingham County Parks have determined that Parcel B, Wentworth Park, and the Gardens at Cooley be removed from the approved list of parks and Reola, Kimberly, and Sunset Parks be added to the approved list of parks, which creates no change in the number of parks to be maintained.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends the Ingham County Board of Commissioners authorize the requested amendments to the agreement. ⁵

BE IT FURTHER RESOLVED, that the contract shall commence on October 1, 2011 and end September 30, 2012, and shall be subject to renewal for additional one year terms that are renewed in writing and executed prior to the expiration of the current term.

BE IT FURTHER RESOLVED, that for the first year of the contract the County shall be compensated in the amount of \$236,000, which includes reimbursement for direct costs and administrative overhead costs.

BE IT FURTHER RESOLVED, that the compensation amount after the first year shall be subject to mutual agreement during the renewal process.

BE IT FURTHER RESOLVED, that the amendment to the contract shall specify that the agreement may be cancelled by either party upon thirty (30) days written notice.

Moved by Mr. Monsma and Supported by Ms. Weil that Resolution #41-11 be approved. **Yes-7; No-0.**
MOTION CARRIED.

Mr. Pratt left meeting at 6:27pm.

NRPA GOLD MEDAL VIDEO PRESENTED BY MIKE McDONALD ~ This video reported on the State Parks Passport Program. Twenty percent of Michigan drivers purchased the parks passport. Ms. Davis suggested the video be shared at Michigan Association of Counties meeting.

Mr. Bennett provided background information regarding the next resolution and Free Days at the Parks. He reported Memorial Day is one of the busiest days at Hawk Island and it is currently Free Day at Hawk Island. This is a big source of lost revenue. Park staff would like to move Burchfield Park Free Day to earlier in the season in order to highlight disc golf. Mr. Bennett stated that the Director of Parks has the additional authority and discretion to limit the availability of a specific park activity; for example by Labor Day it is usually unfavorable conditions for canoeing, with water levels being too high for longer trips; this will give latitude to change activities for what is available.

Mr. Matt stated that the tubing hill could generate a large amount of lost revenue if held on Martin Luther King Day, but likes the idea of having Free Day when people have the day off. Ms. Fraser suggested there be free parking but still charge for snow tubes. Ms. Davis asked how much lost revenue is anticipated. Mr. Bennett stated it may be \$5,000 or more plus parking fees. Ms. Davis and Mr. Matt suggested everything in the park be free except the tubing hill at Hawk Island. Ms. Weil suggested the tubing hill at Hawk Island be free for 2012 free day, then revisited next year. Mr. Monsma stated Free Day should remain the same and be revaluated in 2012-2013. It was agreed Winter Free Day will be held the Third Monday of January (Martin Luther King Day) at all parks.

RESOLUTION #42-11 ~ AMENDING RESOLUTIONS ESTABLISHING SUMMER AND WINTER ANNUAL "FREE DAY AT THE PARKS"

WHEREAS, Resolution #10-05 amended Resolution #19-01 establishing an Annual "Free Day at the Parks" and set three separate summer "Free Day at the Park" events to highlight the individual parks and provide an opportunity for first time visitors to experience the variety of activities available within the Ingham County Park System; and

WHEREAS, staff has determined that visitation on holidays has increased significantly and the current free day that is held at Lake Lansing Park on Memorial Day is resulting in a significant loss of revenue; and

WHEREAS, staff at Burchfield Park would like to highlight disc golf and canoeing earlier in the summer season; and

WHEREAS, staff has recommended moving "Free Day at the Park" to the 2nd Monday of a month at Lake Lansing Parks, Burchfield Park, and Hawk Island Park.

THEREFORE BE IT RESOLVED, that the annual "Free Day at the Park" events will be held as listed below on an annual basis:

Lake Lansing Parks
Burchfield Park
Hawk Island Park
ALL PARKS

Second Monday of June (includes the Boat Launch)
Second Monday of July
Second Monday of August
3rd Monday of January/Martin Luther King Day

BE IT FURTHER RESOLVED, all vehicle entrance fees and revenue generating park activities, with the exception of *food concessions* and shelter fees, will be considered free.

BE IT FURTHER RESOLVED, due to the unpredictability of winter weather the Parks Director has the additional authority and discretion to determine an alternative winter free day should conditions prohibit winter free day on 3rd Monday of January/Martin Luther King Day.

BE IT FURTHER RESOLVED, the Director of Parks has the additional authority and discretion to limit the availability of a specific park activity.

Moved as amended by Ms. Davis and Supported by Mr. Matt that Resolution #42-11 be approved as amended. **Yes-6; No-0; Abstain-0. MOTION CARRIED.**

Mr. Bennett provided background information regarding the break away snow fence. The fence will direct traffic and acts as a safety bumper.

RESOLUTION #43-11~ RECOMMENDING THE ACCEPTANCE OF A \$1,000.00 RISK AVOIDANCE PROGRAM (RAP) GRANT AWARD FOR BREAK AWAY SNOW FENCE FROM THE MICHIGAN MUNICIPAL RISK MANAGEMENT ASSOCIATION (MMRMA)

WHEREAS, the Ingham County Parks Department was offered the chance to participate in a grant opportunity with MMRMA; and

WHEREAS, MMRMA awarded the Ingham County Parks Department a Risk Avoidance Program Grant in the amount of \$1,000.00; and

WHEREAS, the grant funds will reimburse the Ingham County Parks Department for one-third the cost of breakaway snow fence for use on park sledding hills; and

WHEREAS, this break away snow fence has been shown to be a safer alternative to the straw bales currently used at the bottom of park sledding hills and will reduce incidents and severity of injury.

THEREFORE BE IT RESOLVED, that the Ingham County Parks and Recreation Commission recommends the Board of Commissioners authorize the acceptance of the grant funds from MMRMA in the amount of \$1,000.00 and extends its appreciation for the opportunity to participate in the Risk Avoidance Program (RAP).

Moved by Mr. Monsma and Supported by Mr. Matt that Resolution #43-11 be approved. **Yes-6; No-0. MOTION CARRIED.**

Mr. Bennett stated that the Frisbees received from the MMRMA are given out at Band Shell concerts and the Ingham County Fair.

RESOLUTION #44-11RECOMMENDING THE ACCEPTANCE OF A \$944.35 RISK AVOIDANCE PROGRAM (RAP) GRANT AWARD FOR PARKS AND RECREATION ALERT FRISBEES FROM THE MICHIGAN MUNICIPAL RISK MANAGEMENT ASSOCIATION (MMRMA)

WHEREAS, the Ingham County Parks Department was offered the chance to participate in a grant opportunity with MMRMA; and

WHEREAS, MMRMA provided Parks and Recreation Alert Frisbees for distribution to Ingham County Parks visitors, indicating a contact phone number to report vandalism or unsafe areas in our parks; and

WHEREAS, the grant funds will reimburse Ingham County Parks Department for 80% of the cost of the Frisbees; and

WHEREAS, distribution of the Alert Frisbees provided our guests a gift from the Parks Department and the opportunity to provide feedback on our park facilities.

THEREFORE BE IT RESOLVED, that the Ingham County Parks and Recreation Commission recommends the Board of Commissioners authorize the acceptance of the grant funds from MMRMA in the amount of \$944.35 and extends its appreciation for the opportunity to participate in the Risk Avoidance Program (RAP).

Moved by Mr. Monsma and Supported by Ms. Davis that Resolution #44-11 be approved. **Yes-6; No-0. MOTION CARRIED.**

Mr. Bennett provided background information regarding the fee structure for the Hawk Island tubing hill. Mr. Matt suggested the family packet include up to three children. Mr. Witte stated the Parks Department charge \$3 extra for each additional child. The Family Pass will include two adults, 2 children, and \$3 for each additional child. Three dollars for each additional child shall also apply to the snow tubing hill fee schedule. Ms. Nichols stated the NRPA will be writing an article about the hill to appear in an upcoming edition.

RESOLUTION #45-11 ~ RECOMMENDING THE ESTABLISHMENT OF USER FEES FOR THE HAWK ISLAND SNOW BOARD HILL AND COMBINATION SNOW BOARD/SNOW TUBING HILL USER FEES

WHEREAS, a Snow Board Hill is currently being developed and built at Hawk Island County Park utilizing funds set aside in Board of Commissioner Resolution #11-216; and

WHEREAS, this facility is scheduled to open in December of 2011 and Snow Board Hill user fees will offset operational costs; and

WHEREAS, Board of Commissioner Resolution #11-165 authorized the 2012 Snow Tube Hill user fees and staff is recommending the Snow Board user fees be set at the same rate; and

BE IT THEREFORE RESOLVED, the Ingham County Parks & Recreation Commission recommends the Board of Commissioners establish Snow Board Hill user fees as follows:

- \$7.00 – All Day Adult Pass (age 13 and up)
- \$5.00 - All Day Child's Pass (age 12 and under)
- \$20.00 - An All Day Family Pass (2 adults and 2 children) (\$3 for each additional child)
- A Group Rate for groups of 20-100 people at \$5/person
- Non-Operational Rates (Reservation Only)
 - \$250 for 1-50 People for two hours
 - \$350 for 50+ People for two hours
 - \$100 each additional hour

BE IT FURTHER RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners establish the following combination Snow Board and Snow Tubing Hill user fees:

- \$10.00 for an adult daily pass for use of both the Snow Tube Hill and the Snow Board Hills
- \$7.00 for a child's daily pass for use of both the Snow Tube and the Snow Board Hills
- \$30.00 for a family daily pass for use of both the Snow Tube and the Snow Board Hills

BE IT FURTHER RESOLVED, \$3 for each additional child shall also apply to the snow tubing hill fee schedule.

BE IT FURTHER RESOLVED, the fees established above will become effective November 1, 2011.

Moved as amended by Ms. Davis and Supported by Mr. Gear that Resolution #45-11 be approved as amended. **Yes-6; No-0; Abstain-0. MOTION CARRIED.**

Mr. Bennett discussed the fee increase for Zoo admission rates. Both county residents and non-county residents' fees will be impacted as well as fees for children. Mr. Monsma inquired if there was a hardship admission pass. Mr. Bennett stated there is not a hardship Zoo admission pass.

RESOLUTION #46-11 ~ RECOMMENDING AN INCREASE IN ADMISSION RATES FOR THE POTTER PARK ZOO

WHEREAS, Potter Park Zoo staff has researched zoo admission fees, using other zoos for comparison purposes; and

WHEREAS, the fee changes noted below will continue to put the Potter Park Zoo in a favorable position relative to Detroit Zoo, Binder Park Zoo, and John Ball Zoo entry fees; and

WHEREAS, it is anticipated that the fee changes will provide an estimated \$90,000 in funding for the Potter Park Zoo; and

WHEREAS, these fee changes are deemed necessary to provide adequate funding for the Potter Park Zoo operations, to offset rising costs and decreased millage amounts being collected; and

WHEREAS, the children's ages for admission will change from 3-16 to 3-12 years of age as is common at other zoos and the Resident Adult, Non-Resident Adult, and Children (ages 3-12) admission rates will increase in the proposed fee structure: and

WHEREAS, Potter Park Zoo Board recommended the adoption of the proposed changes at their September meeting.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends the Board of Commissioners approve the adoption of the following fee structure for admission to the Potter Park Zoo, effective January 1, 2012.

	Current Fee	Recommended Fee
PARKING FEES		
Resident	\$3	Same
Non-Resident	\$5	Same
Resident Annual	\$30	Same
Non-Resident Annual	\$40	Same
School Bus	Free	Same
ADMISSION FEES		
Resident Adult	\$4	\$6
Non-Resident Adult	\$10	\$12
Resident Senior	\$3	Same
Non-Resident Senior	\$8	Same
Children (ages 3-16) changes to (ages 3-12)	\$2 (Age 3-16)	\$3 (Age 3-12)
Children under 3	Free	Same
Resident – Mondays	\$1 off	Same
Annual Free Day	1 st Saturday of October	Same
All schools in the Ingham County School District, (ICSD), non-profit Ingham County Schools on classroom field trips and non-profit pre-schools	Free	Same
Non Education Group Rates – 20 or more individuals – group payment required		
Resident Adults	\$3	Same
Resident Seniors	\$2	Same
Children (ages 3-16)	\$1	Same
Non-Resident Adults	\$9	Same
Non Resident Seniors	\$7	Same
Self Guided School Field Trip – pre-pay three weeks in advance		
Resident Adults	\$3	Same
Resident Seniors	\$2	Same
Children (ages 3-16)	\$1	Same
Non-Resident Adults	\$9	Same
Non Resident Seniors	\$7	Same

November – February * with the exception of the Wonderland of Lights event	Free	Same
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Moved by Mr. Monsma and Supported by Ms. Davis that Resolution #46-11 be approved. Yes-6; No-0. MOTION CARRIED.

Mr. Bennett provided background information regarding the shift door in the basement of the feline house. Facilities Department received cost estimates from other zoos with sealed bids. The cost of the project is high since it is an unusual project.

RESOLUTION #47-11 ~ RECOMMENDING A BUDGET ADJUSTMENT TO COMPLETE THE SHIFT DOOR REPLACEMENT – FELINE HOUSE PROJECT AND ENTERING INTO A CONTRACT WITH LAUX CONSTRUCTION

WHEREAS, in February of 2011 the Ingham County Facilities Department recommended the Feline House Shift Door Replacement project be added as a priority item to the 2011 Capital Improvement Budget in the amount of \$65,000 and the Board of Commissioners passed Resolution #64-11 authorizing the addition of the Feline House Shift Door Replacement to the Potter Park Zoo 2011 Capital Improvement; and

WHEREAS, a Request for Proposal for the replacement of the Feline House shift doors was issued by the Ingham County Purchasing Department with low bid from Laux Construction for \$114,525 approved by the Purchasing Department; and

WHEREAS, an additional \$58,000 is needed to complete the Feline Shift Door project; and

WHEREAS, the Facilities Department determined the Big Barn Tuck-Point project could be postponed to future years and \$58,000 of the \$90,000 budgeted for the project could be used to complete the Feline Shift Door Replacement Project.

THEREFORE BE IT RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners approve a new total project budget for the Feline Shift Door Replacement in the amount of \$123,000, which includes the base bid from Laux Construction for \$114,525, Clark Trombley Randers engineering fees of \$3,200, and contingency funds of \$5,275.

BE IT FUTHER RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners authorize \$58,000 from the Big Barn Tuck-Point project approved in the 2010 Capital Improvement be transferred to the Shift Door Replacement – Feline House project.

BE IT FURTHER RESOLVED, the Parks & Recreation Commission recommends the Ingham County Board of Commissioners authorize the balance of \$32,000 remaining in the Big Barn Tuck-Point project be returned to the Zoo fund balance, thereby canceling the Big Barn Tuck-Point project.

BE IT FURTHER RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners authorize entering into a contract for the replacement of the Feline House Shift Doors in an amount not to exceed \$114,525 with Laux Construction of Dansville, Michigan.

Moved by Mr. Monsma and Supported by Ms. Davis that Resolution #47-11 be approved. Yes-6; No-0. MOTION CARRIED.

DISCUSSION ITEMS

2012 Budget Highlights ~ Mr. Bennett reported on budget shortfalls for 2012.

Band Shell Year to Year Comparison ~ Mr. Witte reported on the 2011 Band Shell concert season. All sponsorship slots were filled. Red can collections were up by \$400, attendance rose, and the talent cost went down. For each person who attended concert, 43 cents was donated to the Red Can collections. The Band Shell Committee is considering getting outside vendors like Turkey Man and increasing Band Shell sponsorship from \$250 to \$300 for half a sponsorship package. Ms. Weil questioned whether or not the full sponsorship package should be raised from \$500 to \$550. The Band Shell Committee will review fee structure at their next meeting. Mr. Witte reviewed the Band Shell survey taken by 42 people. Ms. Davis inquired if charging \$1 for inflatable use would be appropriate. Mr. Witte stated

that since inflatables were added in 2007 we have seen a \$5 increase from those who donate for red can donations.

2011 Fishing Tournaments ~ Mr. Witte reported on the 2011 fishing tournaments. There were 13 tournaments. Special Event Applications are not required for tournaments with less than 25 boats. These participants in these tournaments are charged at the boat launch.

Burchfield Park Free Day ~ Mr. Bennett reported on Burchfield Park Free Day statistics.

Director's Report

Mr. Bennett spoke regarding the following items:

- Hawk Island Snow Board Hill / Hill Grading
- Seasonal Parks Positions / Accounting Intern

Board Comments

None.

Limited Public Comment

None.

Adjournment

There being no further business, the meeting was adjourned at 7:47pm.

Minutes submitted by:
Nicole Wallace, Recording Secretary

SUBSTITUTE RESOLUTION – Changes made in Planning & Budget

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 24, 2011

RESOLUTION # -11

RESOLUTION RECOMMENDING THE APPOINTMENT OF THE POTTER PARK ZOOLOGICAL SOCIETY EXECUTIVE DIRECTOR SHERRIE GRAHAM AS INTERIM DIRECTOR OF THE POTTER PARK ZOO

WHEREAS, After 22 years of dedicated service to his profession and the Potter Park Zoo, Gerry Brady has announced he will be retiring from his position as Director of the Potter Park Zoo effective January 18, 2012; and

WHEREAS, the Potter Park Zoo Board, Potter Park Zoological Society, and Ingham County wish to honor Gerry Brady's legacy by facilitating a smooth managerial transition while enabling him to focus his remaining County time ensuring the Zoo maintains its AZA accreditation; and

WHEREAS, Ingham County has entered into a contract with the City of Lansing for the operation and maintenance of 40 additional City of Lansing Parks to be managed by Ingham County Parks Director Willis Bennett, requiring a sacrifice of time and attention to the needs of the Potter Park Zoo; and

WHEREAS, within the last year, the Potter Park Zoological Society, a 501(C)(3) organization including staff and volunteers, has demonstrated sound fiscal responsibility and raised the quality and success of public relations, marketing and educational programs, all while fostering team partnership with, and providing additional assistance to, Ingham County to affect the seamless Zoo experience set as a goal by all involved; and

WHEREAS, said achievements have been made under the leadership and direction of the Potter Park Zoological Society Executive Director Sherrie Graham enabled through her extensive career experience in related capacities; and

WHEREAS, the appointment would need to be formalized through an amendment to the existing contract between the Ingham County Board of Commissioners and the Potter Park Zoological Society; and

WHEREAS, Interim Director Sherrie Graham will assume the operational and supervisory duties held by Gerry Brady and will represent the Zoo at the necessary Potter Park Zoo Board, Parks and Recreation Commission and Liaison Committee meetings of the Board of Commissioners.

THEREFORE BE IT RESOLVED, the Potter Park Zoo Board recommends the Parks & Recreation Commission recommend to the Board of Commissioners that the Potter Park Zoological Society Executive Director Sherrie Graham expand her role and be appointed as the Interim Director of the Potter Park Zoo upon final passage of this resolution **for a term up to 12 months and/or** until a permanent Zoo Director is appointed.

BE IT FURTHER RESOLVED, that the Parks and Recreation Commission recommends the Board of Commissioners approve the negotiation of a contract amendment with the Potter Park Zoological Society for its Executive Director Sherrie Graham to also serve as the Interim Director of the Potter Park Zoo, under mutually agreeable terms and conditions to both parties, effective upon the approval of this resolution by the Ingham County Board of Commissioners.

BE IT FURTHER RESOLVED, *the Interim Zoo Director shall report to the County Controller/Administrator.*

BE IT FURTHER RESOLVED, that mutually agreeable terms include the Interim Director must complete a needs assessment to determine the future staffing structure at the zoo.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 24, 2011

RESOLUTION # -11

RESOLUTION RECOMMENDING APPROVAL OF AMENDMENT #4 WITH THE DEPARTMENT OF NATURAL RESOURCES TO DEVELOP A SNOW TUBING HILL AT HAWK ISLAND PARK

WHEREAS, Board of Commissioner Resolution #08-063 authorized the acceptance of a Land and Water Conservation Fund grant to fund a snow tubing hill at Hawk Island Park; and

WHEREAS, the Parks Department has petitioned the Department of Natural Resources for an extension due to construction delays relating to the grading of the snow tubing hill; and

WHEREAS, the Parks Department has requested an extension through December 15th, 2011 in order to complete the work and anticipates opening the snow tube hill to the public on December 17, 2011; and

WHEREAS, the Ingham County Parks & Recreation Commission desires to complete the project as proposed in order to continue to provide recreational opportunities to the residents of Ingham County.

BE IT THEREFORE RESOLVED, that Amendment #4 of the agreement with the Department of Natural Resources extending the project period completion deadline from October 31, 2011 to December 15, 2011 be recommended to the Board of Commissioners for approval.

INGHAM COUNTY PARKS & RECREATION COMMISSION

SUBSTITUTE RESOLUTION – UNDERLINED CHANGES MADE BY PLANNING COMMITTEE

Meeting of October 24, 2011

RESOLUTION # -11

RESOLUTION AMENDING RESOLUTION #40-11 APPROVING A SPECIAL DEER HUNT AT LAKE LANSING PARK-NORTH

WHEREAS, the Michigan Department of Natural Resources has requested Parks & Recreation Commission Resolution #40-11 be amended to include the following changes in wording:

~~*WHEREAS, Michigan Department of Natural Resources states the square mile carrying capacity of deer should range between 15-20 and it has been determined the Lake Lansing Park-North herd size is approaching 50; and*~~

WHEREAS, Michigan Department of Natural Resources suggest that minimizing impacts to natural communities and associated wildlife may require managing herds at <20 deer per square miles and Ingham County Parks Staff estimates deer numbers in Lake Lansing Park-North to be approximately 50 deer per square mile; and

~~*WHEREAS, State of Michigan Ecologists have recommended that deer control efforts are essential at Lake Lansing Park-North due to overbrowsing of native plant species; and*~~

WHEREAS, the Michigan Department of Natural Resources states that an abundant deer population may lead to deer in poor physical condition which may increase their susceptibility to disease; and

WHEREAS, the Michigan Department of Natural Resources states overbrowsing of plant life can lead to the deer population being susceptible to disease and starvation; and

WHEREAS, deer/car accidents have increased over the last five years especially on roads adjacent to Lake Lansing Park North; and

WHEREAS, out of 6,736 deer/car accidents in Ingham County in the past five years 745 (11%) took place in Meridian Township alone; and

WHEREAS, Ingham County Parks has been contacted by over 45 Lake Lansing area residents regarding continued deer damage to their own personal property; and

WHEREAS, all deer harvested will be donated to Sportsmen Against Hunger for processing and given to local charities designated by the Parks & Recreation Commission.

THEREFORE BE IT RESOLVED, that the Ingham County Parks & Recreation Commission recommends that the Board of Commissioners approve a special white tail deer hunt at Lake Lansing Park-North in January or February of 2012 **and directs staff to apply for the necessary permit.**

BE IT FURTHER RESOLVED, *deer hunts will go forward only after a public hearing is held and the passage of a resolution by the Parks & Recreation Commission giving final authorization.*

BE IT FURTHER RESOLVED, Ingham County Parks staff will work with Michigan Department of Natural Resources staff to develop a working deer management plan for the future which will include items such as education, fencing, and recommended landscape plantings.

~~**BE IT FURTHER RESOLVED**, that if the Michigan Department of Natural Resources Biologist's determine that the carrying capacity is not met during the 2012 hunt subsequent hunts may be recommended for 2013 and 2014.~~

BE IT FURTHER RESOLVED, *local Michigan Department of Natural Resources biologists have stated that damage to vegetation, incidents of deer/vehicle accidents, and simple observations provide direct evidence and measures of the impacts of deer populations intended to be managed and suggest Park Staff monitor/survey the vegetation and car/vehicle accident rates and work in cooperation with the local Michigan Department of Natural Resources biologist to evaluate the success/failure of the Ingham County Parks deer management program in order to determine whether future hunts in 2013 and 2014 would be necessary.*

BE IT FURTHER RESOLVED, that the Ingham County Parks & Recreation Commission will continue to work in cooperation with Meridian Township on solutions to deer overpopulation. **and will conduct public hearings prior to any scheduled hunts.**

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 24, 2011

RESOLUTION # -11

RESOLUTION RECOMMENDING THE AMENDMENT OF THE LOW INCOME PARK VEHICLE FEE POLICY AND THE "FREE MONDAY" RESOLUTIONS FOR VEHICLE ENTRANCE FEES

WHEREAS, the Ingham County Board of Commissioners passed Resolution #02-285 Approving Implementation of a Low Income Park Vehicle Fee Policy; and

WHEREAS, in 2002 the Parks Department issued 122 low income annual passes under the program and in 2010 issued 1,107 low income annual passes; and

WHEREAS, despite the \$2,400 cost of administering this program staff wishes to continue to make the parks available to all Ingham County residents regardless of income and have worked with members of the Parks & Recreation Commission to develop new low income park fee guidelines; and

WHEREAS, the Parks & Recreation Commission will continue offering numerous complimentary recreational opportunities, such as free shelters for non-profit youth organizations, a safe swimming environment, free days at the individual parks, scholarships to Nature Day Camp, and free concerts for the residents of Ingham County; and

WHEREAS, the Board of Commissioners passed Resolution #09-263 Restructuring the Revenue Collection of Parks Vehicle Entrance Fees and established seven day per week vehicle entrance fees and "Monday Free Days" at Lake Lansing Park South, Wm. Burchfield and Hawk Island Park; and

WHEREAS, staff has determined that as much as \$10,000 would be gained by changing the "Monday Free Days" to "Wednesday Free Days" with regard to the vehicle entrance fee due to increased park visitation on holidays throughout the year.

THEREFORE BE IT RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners amend Resolution #02-285 to establish the following guidelines to continue to provide entrance into the parks for low income residents.

- A low income daily pass will be issued to a person who signs a form listing their name, address, and stating that paying the vehicle fee would be a hardship
- Park visitors requesting a Vehicle Entrance Fee Waiver would pay a \$1 administrative fee at the time the hardship form is submitted
- The park visitor requesting the Vehicle Entrance Fee Waiver would later provide to the Parks Office a copy of their, WIC, Medicaid, Bridge or SSI card, or a letter from SSI using directions provided at the time they submitted the hardship form
- Following receipt of the above documentation an annual pass will be mailed
- Daily passes will also continue to be made available free of charge through agencies recognized by the Ingham County Board of Commissioners and the Ingham County Parks Commission as serving low-income residents

BE IT FURTHER RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners amend Resolution #09-263 and replace "Monday Free Day" with "Wednesday Free Day" each week with regard to vehicle entry fees at Burchfield Park, Lake Lansing Park-South, Hawk Island, and Lake Lansing Park-North if approved during the 2012 budget process.

BE IT FURTHER RESOLVED, the Parks & Recreation Commission recommends the Board of Commissioners authorize free vehicle entrance fees and hardship passes be made available only to Ingham County Residents.

BE IT FURTHER RESOLVED, this resolution will take effect on January 1, 2012.

Bavery, Deb

From: Gehl, Jeff
Sent: Wednesday, October 19, 2011 8:19 AM
To: Bavery, Deb
Subject: FW: Race Report

Info from Mountain Bike Race - Participants ranged in age from 10-61.

From: Jeff Popard [jeff.popard@gmail.com]
Sent: Tuesday, October 04, 2011 9:26 PM
To: Gehl, Jeff
Subject: Race Report

Ages 10 to 61 participated.

<http://photobucket.com/BurchfieldTT>

Jeff, Just a quick note to thank you again for all the support you provided to get our race up and running. I heard a lot of great comments on how much the racers enjoyed the course. I also talked to a couple from Rochester who were watching their kid and wished *they* had brought their bikes. They were standing on the high ridge looking down at everyone zipping back and forth in Annie Playhouse. The course and park were in fantastic shape.

We ended up with about 85 racers. This exceeded my expectations. I think we did a good job with promoting the race. Besides the locals, we had racers from Grand Rapids, Kalamazoo, many Detroit suburbs, and even Ohio. Really awesome turnout. The link at top will get you to about 300 pictures of the festivities.

We are going to do this next year for sure and hopefully make it an annual event. We are thinking it will be the first weekend in October again. I will let you know.

We have put up a survey for the racers to fill out. We want to get feedback on what was good and what we can improve upon for next year. I will share the results in a few weeks.

Please pass along my thanks to Tim, Kyle, John, Justin, and all the crew. Also tell Willis thanks as well.

Jeff Popard
MMBA



THE GARDEN PROJECT
c/o Greater Lansing Food Bank
P.O. Box 16224
Lansing, MI 48901

517-853-7809 FAX: 517-853-7818
gardenproject@greaterlansingfoodbank.org

A Program of the Greater Lansing Food Bank

September 29, 2011

Ingham County Parks Department
Mr. Willis Bennett
1st Floor Hillard Building, 121 East Maple, Suite 102
Mason, MI 48854

Dear Mr. Bennett,

On behalf of The Garden Project, I thank you for your donation of 2 family passes to Potter Park Zoo, free ice cream for 4 at Potter Park Zoo, and an Ingham County Parks Pass to The Garden Project's 2011 Berries & Bubbly silent auction. Your gift is very much appreciated. For your records, our tax identification number is **38-2424756**.

Contributions like yours help The Garden Project to support home and community gardening in the greater Lansing area so that residents can grow fresh food and enjoy garden spaces. The Garden Project facilitates over 90 community, school and group gardens in the greater Lansing area. We help groups initiate new gardens, and connect gardens and gardeners with the services they need to prosper. In addition, home garden rototilling service is available for income-eligible households. Seeds, plants, tools, newsletters, and workshops are offered to all gardeners.

We want to thank you for your support of our efforts to grow healthy food and cultivate connections.

Sincerely,

A handwritten signature in blue ink that reads "Anne".

Anne Rauscher
Director

