

AGENDA

Ingham County Parks & Recreation Commission
121 E. Maple Street, P.O. Box 178, Mason, MI 48854
Telephone: 517.676.2233; Fax: 517.244.7190

The packet is available on-line by going to bc.ingham.org, choosing the "Events Calendar," and clicking on Monday, October 9, 2023

Monday, October 9, 2023

5:30pm

PARKS & RECREATION COMMISSION MEETING

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

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of Minutes**
 - A. Minutes of September 11, 2023 regular meeting will be considered - [Page 3](#)
4. **Limited Public Comment ~ Limited to 3 minutes with no discussion**
5. **APPROVE THE AGENDA**
Late Items / Changes/ Deletions
6. **STAFF REVIEW SUMMARY - [Page 10](#)**
7. **INFORMATIONAL ITEMS**
 - A. Paul Malewski donation
8. **CONSIDERATION OF CONSENT AGENDA ** (See below)**
9. **ACTION ITEMS**
 - A. City of Lansing Bridges additional funding request – [Page 14](#)
 - B. Meridian Township MSU to Lake Lansing Phase I additional funding request – [Page 23](#)
 - C. Policy for Supplemental Requests for Trails and Parks Millage Projects as reviewed by Policy Review Committee – [Page 29](#)
 - D. Parks Department Fund Balance Request – [Page 31](#)
10. **ADMINISTRATIVE REPORTS**
 - A. Director – [Page 42](#)
 - B. Park Managers - [Page 44](#)
 - C. Administrative Office - [Page 49](#)
 - D. Financial Report - [Page 50](#)
11. **Board/Staff Comments**
12. **Limited Public Comment ~ Limited to 3 minutes with no discussion**

13. Correspondence and Citizen Comment – [Page 52](#)

- A. Jason Tabor
- B. Steven Gerald

14. Upcoming Meetings (Round 8 Trails and Parks Millage Applications Presentations)

- A. Date: November 13, 2023; Time: 5:30pm
Human Services Building Conference Room A
5303 S. Cedar St.
Lansing, MI 48911

15. Adjournment

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

Ingham County Parks & Recreation Commission Members: Chair Cherry Hamrick, Vice-Chair Stephanie Thomas, Secretary Steve James, Commissioner Simar Pawar, Commissioner Chris Trubac, Matthew Ferguson, Brett Marr, Paul Pratt, Nathan Triplett, Nickolas Lentz

**Whereas the Park Commissioners can adopt a procedure whereby we review a partial consent agenda in order to expedite our meetings, under this procedure we group some non-controversial action items together and deal with them in one motion without discussion. We keep out of this any items requiring a roll call vote or action items that need discussion or action items that may provide important information for disclosure. A single member of the Park Commission may pull any item off the consent agenda to discuss and vote separately.

DRAFT MINUTES OF THE MEETING
INGHAM COUNTY PARKS & RECREATION COMMISSION
121 E. Maple Street, Suite 102, Mason, Michigan 48854
September 11, 2023

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

Board Members Present: Cherry Hamrick, Stephanie Thomas, Commissioner Pawar, Steve James (5:31pm), Nathan Triplett, Paul Pratt, Nickolas Lentz, Matthew Ferguson

Absent: Commissioner Trubac, Bret Marr

Also Present: Director Timothy Morgan, Deputy Director Brian Collins, Lake Lansing Manager Coe Emens, Administrative Office Coordinator Kelly Burkholder, John Lazet (Vevay Township), Emily Stevens (City of Lansing Parks and Recreation), Haslett Beautification Association, Commissioner Pena, Nyal Nunn (Meridian Township), Dan Opsommer (Meridian Township)

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

Minutes: **Moved by Mr. Ferguson and Supported by Ms. Thomas** to approve the August 14, 2023 minutes of the regular meeting as written.
Yes-8; No-0. MOTION CARRIED.

LIMITED PUBLIC COMMENT

None.

INFORMATIONAL ITEMS

Cherry Hamrick reappointed

Commissioner Pawar congratulated Chair Hamrick and for guiding new members.

Millage Information

Commissioner Pawar asked for clarification of dates on the project status sheet. Director Morgan stated that the Parks Department will be calling communities to get an update and will update the spreadsheet once they report back.

DISCUSSION ITEM

Additional Millage funding request staff suggestions

Deputy Controller Cypher went over what the suggested policy does and why it is necessary. Mr. Cypher stated that the policy is intended to address supplemental requests from communities for reimbursements that exceed already approved contract terms. Mr. Cypher explained that there are two items on the agenda; one from the City of Lansing and one from Meridian Township that are in direct opposition of this. He continued to state that for these projects, they went to bid, got bids, opened bids, awarded bids and they knew that their projects were going to be over the cost that was allowed by contract and proceeded with construction anyway. There was absolutely no approval from the Board of Commission for any county millage dollars over and above what is already contractually approved. They proceeded with construction anyway and came back and asked for more. Mr. Cypher stated that one community even went as far as having a ribbon cutting and when the Ingham County Parks Director returned to his office after the ribbon cutting there was an email asking for \$1.6 million

more, almost double what the Board of Commission originally approved. Mr. Cypher stated that is why this policy is necessary. As it currently stands, there is no policy for a match. If a community submits a late request they just assume automatic approval. Approval is a risk and never a guarantee and these communities need to know that. Mr. Cypher continued to state that neither of the requests have a match, no incentive to control costs, no incentive for them to think creatively. Just run up costs and submit a bill to the county to pay. Mr. Cypher is not saying that these communities have done that, but they could. He also stated that we have good relationships with these communities and hope it stays that way. Mr. Cypher also stated that we are recommending a 10% match requirement, however there would be a board waiver clause in the policy for smaller communities. With inflation, cost increases, projects with old estimates, the projections are that the Trails and Parks millage is going into a deficit. Mr. Cypher also stated that this is just the beginning and that Park staff are working on finding out how many more communities will be coming forward asking for more funds.

Roll Call Vote

Agreed by Commission to continue as is and that the Park Commissioners will make it known if they yea, nay or abstain.

ACTION ITEMS

Additional Millage funding request staff suggestions

Commissioner Pawar asked if this was a standard county procedure that once we set the amount of the grant, time frame and contingency is established that it is the only county commitment and that the municipalities agree upon it.

Deputy Controller Cypher stated that once a contract has a set amount, the staff is basing estimates on what is left off this amount and that it makes it impossible to manage the millage. Mr. Cypher also stated that accurate projections cannot be established if we are not being communicated with beforehand. Mr. Cypher stated that these communities need to stop the work and contact the parks staff as to see how to proceed.

Commissioner Pawar agreed with Deputy Controller Cypher and that these large communities need to be setting the example. Commissioner Pawar also stated that some communities felt that the information wasn't communicated to them or made available to them. Commissioner Pawar also asked if there were any supplemental millage dollars assigned to other communities.

Deputy Controller Cypher stated there has been \$6.5 million in supplement requests awarded since the start of the millage.

Mr. Morgan stated that other communities have come back, in fact the City of Lansing has come back many times, however they would come back and ask for it prior to completion.

Discussion ensued.

Mr. Triplett gets the frustrations but isn't sold. Mr. Triplett feels the communities are trying to do the right thing but the county's procedures are so lengthy. Mr. Triplett stated that part of the issue is the communities make plans, get bids and then we ask them to freeze everything in the interim and then costs go up because it takes months. Mr. Triplett stated, yes we need to put something in writing, yes put people on notice and yes reiterate what was true today that Meridian and the City of Lansing are asking for more money, however they are not entitled to the supplemental funds that they are asking for and that the county could say no. This expectation has been created and putting something in writing that the community is receiving at their own risk makes sense. Mr. Triplett doesn't think we should look at this as only a communication issue and overcorrect to the point where good projects are not happening.

Commissioner Pawar is concerned that it won't stop communities from doing the same thing however she understands that sometimes a project cannot be stopped. There needs to be communication and time frames set up and made known to the county. Ms. Pawar stated that having the communities know that this will not be tolerated is also important.

Mr. Pratt is in full support of Meridian, but unsure as to the City of Lansing information. Mr. Pratt would like to see an actual detailed policy, stating where/when cost overruns will be okay. Board of Commissioners will waive when we try to be the tough guys. He stated there were many times with the millage where the Parks Commission were overruled by the Board of Commissioners. Mr. Pratt would like to not address tonight and he would vote no.

Ms. Thomas stated that it could be beneficial and that at last month's meeting when City of Lansing was asked specifically what other options they considered to help fund and they had none. She feels this leaves an open door for others to do the same. Ms. Thomas is in favor of the policy.

Commissioner Pawar recommends that the Board of Commissioners come up with and give the parks department clear guidelines and that the Board of Commissioners should set the policy. Commissioner Pawar stated that these are concerns and the Board of Commissioners should be the ones setting the guidelines.

Mr. Ferguson stated that it was hard to understand why people feel it is appropriate to spend money that hasn't been appropriated yet and that they are taking a huge risk spending money. Mr. Ferguson also stated that other communities haven't even come forth with amendments and it concerns him that other communities will come back for more money if they see others do it. He also stated that we need to set the expectations. He will vote yes on the policy.

Mr. Morgan stated that the turnaround time with the county is lengthy. It could take 3-4 months or longer. Mr. Morgan stated that we only reimburse when we get a receipt. Mr. Morgan stated that maybe contingencies should be put into amendments and instructions laid out that a community will need to come back to ask for more money before the fact.

Deputy Controller Cypher stated that this policy isn't intended to preclude a community from coming back to the county, but the project should stop before going any further.

Discussion ensued.

Ms. Hamrick asked the Deputy Controller what his thoughts were on passing onto the Board of Commissioners.

Deputy Controller Cypher stated that it was brought here to the park commission to discuss, amend, change and that this is just staff recommendations at this point.

Commissioner Pawar stated that the park commission can still seek guidance from the Board of Commissioners and feels that notification and communication process should be added in somewhere.

Mr. Pratt asked about what was being reconsidered.

Mr. Morgan stated that the City of Lansing sent three different letters in which their numbers are not matching ours. Tanya Moore is trying to get solid answers from the City of Lansing and trying to get numbers to match.

Mr. Pratt proposed to table proposal, table Meridian, reconsider City of Lansing and leave all status quo and to ask Board of Commission for direction. Mr. Pratt stated that this concern is not trivial and that we do not want this to over correct but needs to be more comprehensive. Mr. Pratt would like to see projects get completed and doesn't want to put the millage on a complete halt and hurt ongoing growth. Mr. Pratt would like to see communication deadlines and procedures set up.

Mr. Morgan stated that he received an email from Deb Stuart and that she could not attend tonight's meeting but stated that if anyone had more questions and needed to table until next month she would be at the next meeting.

Mr. Pratt asked if Mason's approach had been used by other communities.

Mr. Triplett stated that we must not lose sight of the strength and flexibility of this millage. Mr. Triplett okay with the first line of the motion.

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

Mr. Pratt supported.

Deputy Controller Cypher stated that he would take suggestions he heard tonight and incorporate into a policy and bring back to the Park Commission for input.

Mr. Triplett stated he would like the staff to bring back a policy and then the park commission could make recommendations.

Mason Round 7 contract modification

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

MOVED BY Ms. Thomas, SUPPORTED BY Mr. Pratt

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

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Trubac & Brett Marr. MOTION CARRIED

Meridian Township MSU to Lake Lansing Phase I additional request

Dan Opsommer and Nyal Nunn went over supplemental materials they brought to the meeting.

Commissioner Pawar asked with contracts coming in at higher amounts are there other funding sources being considered.

Mr. Opsommer stated that they would reallocate the Tower Ave. project.

Commissioner Pawar asked if they would consider a match.

Mr. Opsommer stated that they would be happy to provide a match in the future, however he feels that there should be a credit to communities who take the time to apply for TAP grants. Mr. Opsommer also stated that bids are only good for 30-60 days and that he spoke with County park staff. He stated that if they would have waited 6 months, the price could have easily went for \$2.9 million to \$3.2 or \$3.4 million and they would lose out on the construction season. Mr. Opsommer felt it was most financially prudent to proceed.

Mr. Triplett asked what impact there would be if the County delayed their request.

Mr. Opsommer stated that it is no problem in waiting, just will go into 2024.

Discussion ensued.

Deputy Controller Cypher suggested it be tabled to give staff time to talk to Meridian Township about alternatives.

Mr. Pratt agreed with tabling and stated that he doesn't feel that there is bad faith with Meridian Township but that there are factors that need to be worked into a policy.

Commissioner Pawar stated that the City of Lansing should come up with other funding sources and get with staff since the request has not been agreed upon by stakeholders.

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

MOVED BY Mr. Pratt, SUPPORTED BY Ms. Pawar

To table the Ingham County Parks staff to write a Resolution requesting additional bridge funding as requested by Meridian Township.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Trubac & Brett Marr. MOTION CARRIED.

City of Lansing – Motion to reconsider previous motion

Emily Stevens from the City of Lansing stated that what the Park Commission voted on at their last meeting is what the City of Lansing is requesting.

Discussion ensued.

Mr. Triplett stated that there are procedural issues that need to be worked out, that these entities need to be treated the same and that we need keep them on notice as to what the delays will be as the board is reviewing a policy.

Mr. Pratt stated not to reconsider but to just ask for an additional resolution that states to talk about this and to answer the same questions as Meridian and state our intent to treat them as the same. We do not have to reconsider and pull it back because it isn't ready to go.

Commissioner Pawar stated that the resolution could not be written due to the numbers not matching and that these concerns needed to be addressed and also agrees that these entities need to be treated the same.

Deputy Controller Cypher stated that the reason it was left off the Human Services agenda was because the City of Lansing's numbers did not match our consultants and he could not put something inconsistent in front of the board. Mr. Cypher also stated that if the numbers did match, he would have put on the agenda however he would have recommended against it. Mr. Cypher also stated that there are deeper issues here, that the millage fund is going into a deficit and that he has concerns based on the information that has been given to him by the parks department and the consultant. He also stated that by approving these two requests alone would be fiscally irresponsible.

Discussion ensued. Park

Commissioners requested that staff meet with communities to discuss possible alternatives.

Mr. Pratt requested as to both requests that they be held in advance pending drafting a policy that has already been requested.

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

MOVED BY Mr. Pratt, SUPPORTED BY Mr. Triplett

To table the Ingham County Parks staff to write a Resolution requesting additional bridge funding as requested by the City of Lansing.

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Trubac & Brett Marr. MOTION CARRIED.

Parks Mission and Vision

Motion to Support the updated Parks Vision and Mission statement

MOVED BY Ms. Thomas, SUPPORTED BY Ms. Pawar

To support the updated Parks Vision and Mission statement

THE MOTION CARRIED UNANIMOUSLY. Absent: Commissioner Trubac & Brett Marr. MOTION CARRIED.

Vision

Great Parks of Ingham County

Mission

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

BOARD/STAFF COMMENTS

Commissioner Pawar asked about where were at with the 9/3 rule. Mr. Collins stated that we are still in the process with Human Resources and that park updates could be posted on the website.

LIMITED PUBLIC COMMENT

None.

Adjournment:

There being no further business, the meeting was adjourned at 7:30 pm.

Meeting adjourned

Minutes submitted by:

Kelly Burkholder, Administrative Office Coordinator

October 9th, Park Commission AGENDA STAFF REVIEW SUMMARY ACTION ITEMS:

The Director of Parks is recommending approval of the following resolutions:

9. From the agenda for the following; ACTION ITEMS:

C. Policy for Supplemental Requests for Trails and Parks Millage Projects as reviewed by the Counties Policy Review Committee

This action item would clearly outline and define how communities could seek additional funds for unexpected costs to current approved Trails & Parks Millage approved and awarded contracts as well as when it would not be considered.

D. Parks Department Fund Balance Request

This action item would address items since COVID, Park usage has sharply increased as more individuals and families are flocking to Parks nationwide. The Ingham County Parks are no different than these national trends. These three projects would positively affect the visitor experience within the Ingham County Parks. The three projects include a new picnic area at Hawk Island County Park (part of these items was asked for and not funded in the 2024 Parks CIP budget request), pedestrian entrance improvements and fence replacement (asked for and not funded in the 2024 Parks CIP budget request), located at Lake Lansing Park South, as well as improvements to the Disc Golf course (asked for and not funded in the 2024 Parks CIP budget request), at Burchfield County Park. The totals, broken down by project later in this document, would be total \$205,000. We would be utilizing a portion of the Park Fund balance, which as of 9/26 sits at \$626,291.34. All of these projects are able to be completed within FY2024 so would have an immediate impact within the Park system.

Other Items:

A. City of Lansing Bridges additional funding request

This request for \$1,574,726.61 from the city of Lansing was brought to the Parks Commission in August and would address overages in costs from the original awarded contract amounts for Projects TR072 (Bridge 26), TR073 (Bridge 25), TR074 (Bridge 24), TR076 (Bridge11), TR077 (Bridge 28), and reallocating \$75,625.70 from project TR075 (Bridge 12) to TR072 (Bridge 26) due to unforeseen circumstances. Staff met with and reviewed and discussed the request with the City of Lansing. They had not notified staff prior to project being completed and they requested that the above overage to be funded in full as discussed and voted on at the August Park Commission meeting in the amount stated above.

B. Meridian Township MSU to Lake Lansing Phase I additional funding request

This request was brought to the Park Commission in September by Meridian Township and is requesting an increase in their budget of \$700,000 due to cost overruns for millage project TR031 (MSU to Lake Lansing Connector Trail, Phase I). Staff met with and reviewed and discussed the request with Meridian Township they had communicated several times with staff in the last year that they had been working with various agencies to get the full impact of these cost overruns this happened just prior to the September Park Commission meeting.

Based on the attached updated Trails and Parks Millage financial spreadsheets, from information received in the past two weeks from the communities with open contracts, the financial forecast for year-end 2023 is (-)\$1,887,627.40 and the forecast for year-end 2024 is (-)\$7,293,688.04, the last year of the current millage renewal is forecast for year-end 2025 is (-)\$4,531,165.11. The Trails and Parks Millage cash on hand as of September 28th, 2023 is \$4,950,132.49. Park staff have shared updated financial spreadsheets in the past that have shown similar trends and projections and wants you to consider the consequences shown by these projects should you recommend additional Trails and Parks funding prior to the potential 2nd renewal of the millage in 2026.

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

Project No.	Project Description	Contract Amount	Amended Contract Total	Actual Expend. 2015-2023	Encumbered 2015-2023	Projected Projects 2024-2026	Total Reimbursed/ Paid Amount	Total Encumbered Balance	Left Over Balance	Expenditures To Date	Remaining Funds, Not Expended	2023 Projected Expenditures	2024 Projected Expenditures	2025 Projected Expenditures	2026 Projected Expenditures	Left Over Funds
	Total Budgeted	\$49,089,609.77	\$49,089,609.77													
	Total Expended / Projected	\$18,817,282.39		\$29,973,786.50	---	\$1,625,534.85	\$29,973,786.50	\$18,341,426.11	\$1,007,972.24	\$29,973,786.50	\$18,341,426.13	\$6,184,262.43	\$9,065,290.74	\$1,540,373.60	\$1,664,840.71	\$1,007,972.24
	Total Encumbrances	\$6,585,403.48		---	\$18,341,426.11	---										
	Actual Millage Collected (2015-2023)	\$33,824,250.17				---										
	Estimated Millage to Collect (2024-2026)	\$14,506,348.73				\$14,506,348.73										
	Fund Balance (Total Collected less Expend/Encumbered)	-\$14,158,132.75		-\$14,158,132.75												

Current Cash On Hand Amount	10/4/23	\$4,949,984.61														
Payments / Commitments made / pending	8/8/23	\$653,349.58														
Projected Cash On Hand	6/30/23	\$4,296,635.03														
Projected Expenditures (10/4/23 - 12/31/23)	12/31/23	\$6,184,262.43					\$33,824,250.17									
Projected Cash On Hand	12/31/23	-\$1,887,627.40														
2024 Millage Revenue	1/31/24	\$4,601,538.06														
Projected Cash On Hand	1/31/24	\$2,713,910.67														
Projected Projects (2024)	12/31/24	\$942,307.97														
Projected Expenditures (2024)	12/31/24	\$9,065,290.74														
Projected Cash On Hand	1/1/25	-\$7,293,688.04														
2025 Millage Revenue	1/31/25	\$4,831,614.96														
Projected Cash On Hand	1/31/25	-\$2,462,073.08														
Projected Projects (2025)	12/31/25	\$528,718.44														
Projected Expenditures (2025)	12/31/25	\$1,540,373.60														
Projected Cash On Hand	1/1/26	-\$4,531,165.11														
2026 Millage Revenue	1/31/26	\$5,073,135.71														
Projected Cash On Hand	1/31/26	-\$443,030.60														
Projected Projects (2026)	12/31/26	\$487,338.44														
Projected Expenditures (2026)	12/31/26	\$1,664,840.71														
Projected Cash On Hand	1/1/27	-\$1,610,148.55														

\$33,824,250.17	Millage Collected (2015-2023)
\$14,506,348.73	Millage Estimated to Collect (2024-2026)
\$48,330,598.90	TOTAL Millage Collected / Estimated to Collect (2015-2026)
\$29,973,786.50	Total Millage Expended to Date
\$18,341,426.11	Total Millage Committed to Date, not yet Expended (2015-2026)
\$48,315,212.60	TOTAL Expended / Committed to Date
\$15,386.30	Remaining Actual Balance, not committed through Year 2026
\$1,625,534.85	Projected Expenditures (2024-2026)
-\$1,610,148.55	TOTAL Estimated Millage Funds Remaining, through Year 2026

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 9, 2023

Motion to support the resolution requesting additional bridge funding as requested by the City of Lansing

MOVED BY

SUPPORTED BY

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 24, 2023
SUBJECT: Amendment to City of Lansing Millage Agreements
For the meeting agenda of November 6, 2023 Human Services and November 8, 2023 Finance

BACKGROUND

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

ALTERNATIVES

The alternatives would be to not authorize the request in which case the City of Lansing would need to identify the funds to cover the cost of this project.

FINANCIAL IMPACT

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

The financial impact from this request will be an additional \$1,499,100.91 and reallocation amount of \$75,625.70 from the Trails and Parks Millage fund balance.

Based on information received in the past two weeks from the communities with open contracts, the updated Trails and Parks financial projections indicate that the fund is projected 2023 with an overall shortfall of (-)\$1,887,627.40 and the projection for year-end 2024 is (-)\$7,293,688.04, the projection for year-end 2025 is (-)\$4,531,165.11. The Trails and Parks Millage cash on hand as of September 28th, 2023 is \$4,950,132.49. These projections mean that it may be necessary for the County to find alternative funding sources to cover the cost of already existing millage contracts. To continue funding the millage it will need to be renewed in 2026.

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

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their August 14, 2023 and revisited at their October 9, 2023 meetings.

Brett Kaschinske
Director



Andy Schor, Mayor

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

August 2, 2023

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

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

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

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

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

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

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

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

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

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August 2, 2023

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

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

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

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

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

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

Sincerely,



Brett Kaschinske, Director
Department of Parks and Recreation

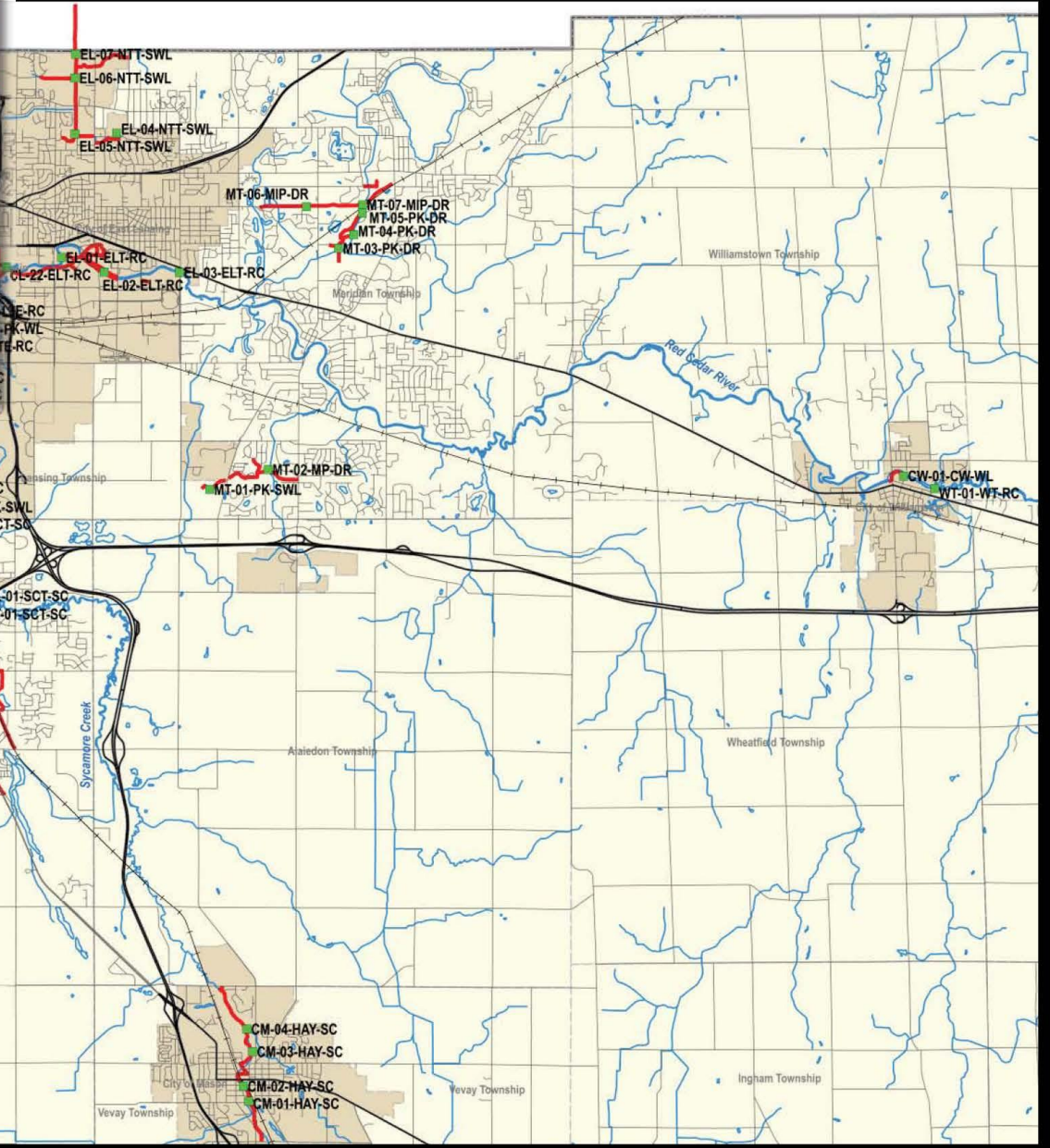
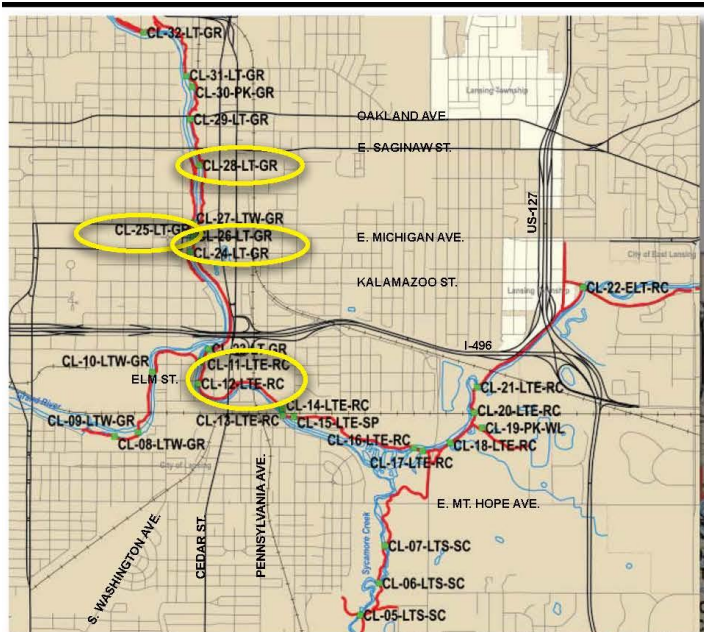
Downtown River Trail Bridges Rehab Cost Estimates

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

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

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



Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

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

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

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

; and

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

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

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

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

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

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

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

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

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

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

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

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

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 9, 2023

Motion to support the resolution requesting additional funding as requested by Meridian Township

MOVED BY

SUPPORTED BY

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

TO: Board of Commissioners Human Services & Finance Committees
FROM: Tim Morgan, Parks Director
DATE: October 24, 2023
SUBJECT: Amendment to Meridian Township Millage Agreements
For the meeting agenda of November 6, 2023 Human Services and November 8, 2023 Finance

BACKGROUND

Meridian Township is requesting an increase in their budget of \$700,000 due to unforeseen cost overruns for millage projects TR031 (MSU to Lake Lansing Connector Trail, Phase I). Staff reviewed and discussed the request with Meridian Township.

ALTERNATIVES

The alternatives would be to not authorize the request in which case Meridian Township would need to identify the funds to cover the cost of this project.

FINANCIAL IMPACT

The Meridian Township is requesting an amendment to Agreement TR031 to increase the budget by \$700,000 due to unforeseen cost increases.

Based on information received in the past two weeks from the communities with open contracts, the updated Trails and Parks financial projections indicate that the fund is projected 2023 with an overall shortfall of (-)\$1,887,627.40 and the projection for year-end 2024 is (-)\$7,293,688.04, the projection for year-end 2025 is (-)\$4,531,165.11. The Trails and Parks Millage cash on hand as of September 28th, 2023 is \$4,950,132.49. These projections mean that it may be necessary for the County to find alternative funding sources to cover the cost of already existing millage contracts. To continue funding the millage it will need to be renewed in 2026.

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

STRATEGIC PLANNING IMPACT

This resolution supports the overarching long-term objective of striving to make facilities and services user-friendly, specifically Section A. 1(f) - Maintain and improve existing parkland, facilities and features, 1(g) - Work to improve accessibility for visitors of all ages and abilities and 1(h) - Enhance existing trails and blueways, and develop new multi-use trails and blueways, that connect parks with recreational, residential, cultural and business centers throughout Ingham County.

OTHER CONSIDERATIONS

The Ingham County Park Commission supported this resolution at their October 9, 2023 meeting.



Meridian Township
5151 Marsh Road
Okemos, MI 48864

P 517.853.4000
F 517.853.4096

Township Board:

**Patricia Herring
Jackson**
Township Supervisor

Deborah Guthrie
Township Clerk

Phil Deschaine
Township Treasurer

Scott Hendrickson
Township Trustee

Kathy Ann Sundland
Township Trustee

Marna Wilson
Township Trustee

Courtney Wisinski
Township Trustee

Frank L. Walsh
Township Manager

09/01/2023

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

Dear Mr. Morgan:

Subject: Meridian Township – TR031 Cost Increases

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

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

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

1. Right-of-way (ROW) Acquisition

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

2. Additional Boardwalk

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

3. Additional Fence

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

4. Construction & Contract Administration

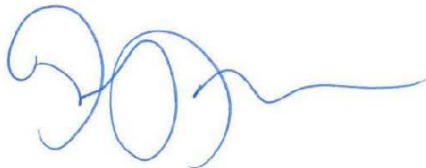
Along with #1 above, the increased requirements imposed on MDOT projects since the Township's last TAP grant in 2010 meant that a consultant was required to manage the onsite construction activities, as well as to meet all of the office and documentation requirements. This consultant was brought onboard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

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

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

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

Sincerely,



Nyal Nunn, CFM

Senior Project Engineer/DPW

nunn@meridian.mi.us

W 517.853.4468 | F 517.853.4095

5151 Marsh Road | Okemos, MI 48864

meridian.mi.us

Phase I (TR031) - Expenses

Vendor	Ref. #	Invoice #	Pay Est #	Invoice Date	Amount	Check No.	Check Date	Description
Arbre Croche	87703	MAY12020		5/1/2020	\$4,344.00	102799	6/3/2020	Archaeological Survey
Fishbeck		416498		10/10/2022	\$4,530.75	108165	11/1/2022	Wetland Delineation
HRC	100416	202792		12/19/2022	\$8,638.33	108728	1/10/2023	Contract Admin & Construction Insp
	100878	203464		1/20/2023	\$1,248.98	108933	2/7/2023	Contract Admin & Construction Insp
	100879	203464		1/20/2023	\$9,628.23	108933	2/7/2023	Contract Admin & Construction Insp
	102576	206840		6/5/2023	\$116,919.12	109671	6/20/2023	Contract Admin & Construction Insp
	102838	207700		6/29/2023	\$21,101.71	109820	7/11/2023	Contract Admin & Construction Insp
ICDC	AP198750	Permit App		10/11/2022	\$525.00	108081	10/18/2022	Drain Crossing Permit
ICRoD	101516	4432018		2/9/2023	\$30.00	109170	3/21/2023	Easement Recording Fee
ICRD	101287	20221115		11/8/2022	\$205,000.00	109092	3/7/2023	Local Match Deposit & Oversight
ICRD	101614	9134		2/1/2023	\$12,428.85	109254	4/5/2023	Construction Payment #1
ICRD	102319	9149		5/11/2023	\$92,311.41	109582	6/7/2023	Construction Payment #2
ICRD	102837	9155		6/21/2023	\$41,508.76	109821	7/11/2023	Construction Payment #3
Mannik & Smith Group	72371	67754		5/15/2017	\$476.00	95255	6/6/2017	Feasibility Study
	72858	67010		4/10/2017	\$924.50	95670	7/18/2017	Feasibility Study
	72629	68203	Pay Est #2	2/9/2023	\$2,975.00	95372	6/20/2017	Feasibility Study
	73485		Pay Est #3	8/9/2017	\$8,425.00	95943	8/15/2017	Feasibility Study
	73855		Pay Est #4	8/29/2017	\$2,395.19	96128	9/5/2017	Feasibility Study
	74753	70571	Pay Est #5	10/16/2017	\$575.75	96624	11/9/2017	Feasibility Study
	75612	71142			\$2,772.80	97137	1/9/2018	Feasibility Study
	76258	71325			\$1,253.00	97492	3/6/2018	Feasibility Study
	83712	82552	Pay Est #1	7/23/2019	\$9,531.67	101121	8/6/2019	Survey
	83885	81532	Pay Est #2	6/11/2019	\$1,242.30	101121	8/6/2019	Survey
	85181	83099-83939		10/28/2019	\$16,219.59	101684	11/5/2019	Survey
	92510	95976		5/24/2021	\$2,196.75	105148	6/1/2021	NEPA Clearance
	93394	95233		4/9/2021	\$1,861.75	105519	8/3/2021	NEPA Clearance
	93395	97527		7/26/2021	\$1,392.10	105519	8/3/2021	NEPA Clearance
	96561	102427		4/1/2022	\$3,127.45	106951	4/12/2022	NEPA Clearance
	96751	97041		4/21/2022	\$641.15	107039	4/26/2022	NEPA Clearance
	96752	97994		4/20/2022	\$294.00	107039	4/26/2022	NEPA Clearance
Mark Jordan Enterprises	87308	Invoice #1		3/30/2020	\$7,200.00	102618	4/15/2020	Easement Acquisition
	89852	Invoice #2		10/20/2020	\$13,250.00	103798	11/5/2020	Easement Acquisition
	94876	Invoice #3		11/10/2021	\$16,500.00	106150	11/16/2021	Easement Acquisition
	96560	Invoice #4		2/4/2022	\$4,800.00	106952	4/12/2022	Easement Acquisition
Midwest Tree Service	97856	2642		6/27/2022	\$12,944.00	107623	7/26/2022	Stump Removal - Entire Trail
	97857	2643		6/27/2022	\$97,923.00	107624	7/26/2022	Tree Removal - Entire Trail
	101119	2786		2/6/2023	\$4,039.00	109028	2/21/2023	Tree Removal - 2875 Northwind
MSU	96783	IPF-W22031793		3/29/2022	\$4,164.80	107087	5/3/2022	Tree Rem on MSU Property
PERMITS		Credit Card		9/1/2021	\$510.00	Receipt		EGLE Permit #1 (Trail Construction)
		Credit Card		5/5/2023	\$510.00	Receipt		EGLE Permit #2 (Bridge Installation)
PSI - Intertek	85416	666264		7/31/2019	\$12,500.00	101892	12/3/2019	Soil Borings
RM Electric	95477	PAYEST#3	#3	1/5/2022	\$14,210.93	106499	1/11/2022	Flashing Beacon
	95954	PAY EST #4 FINAL	#4	2/8/2022	\$21,316.40	106679	2/15/2022	Flashing Beacon
ROW Acquisition	91700	20210304		3/4/2021	\$25,000.00	104704	3/16/2021	2815 Northwind
	91699	20210305		3/5/2021	\$2,500.00	104681	3/16/2021	2900 Northwind
	91883	20210324		3/24/2021	\$40,405.00	104819	3/30/2021	2875 Northwind
	92269	20210429		4/29/2021	\$28,940.00	104994	5/6/2021	4950 Hagadorn - Esmt
	92268	PHASE I		4/29/2021	\$2,196.00	104994	5/6/2021	4950 Hagadorn - Grading
	92476	20210512		5/12/2021	\$17,931.00	105064	5/18/2021	2655 Grand River (A)
	92477	20210512		5/12/2021	\$8,516.00	105064	5/18/2021	2655 Grand River (B)
	92478	20210512		5/12/2021	\$38,901.00	105064	5/18/2021	2671 Grand River
	93091	20-202-004		7/6/2021	\$6,597.00	107440	6/29/2022	4917 Dawn
	JE#65329	PURCHASE		3/11/2022	\$102,340.65	4142235	3/14/2022	4887/4893 Dawn
ROWE Prof. Services. Co.	102161	102161		2/28/2022	\$12,150.00	106967	4/12/2022	Structural Analysis
	102000	107511		3/14/2023	\$387.50	109437	5/2/2023	Structural Analysis
SME	94012	122064		9/13/2021	\$3,000.00	105845	9/22/2021	Env Assmt, Dawn Ave ROW Acquisition
	94406	122953		10/5/2021	\$6,600.00	105985	10/20/2021	Env Assmt, Dawn Ave ROW Acquisition
	94905	123373		10/15/2021	\$2,115.85	106181	11/16/2021	Env Assmt, Dawn Ave ROW Acquisition
	95156	124059		11/10/2021	\$9,800.00	106335	12/14/2021	Env Assmt, Dawn Ave ROW Acquisition
	96011	122062		9/17/2021	\$1,180.30	106683	2/15/2022	Env Assmt, Dawn Ave ROW Acquisition

Status Date: 7/27/2023

\$1,092,847.57

Introduced by the Human Services and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO MERIDIAN TOWNSHIP
TRAILS AND PARKS MILLAGE AGREEMENT**

WHEREAS, the Meridian Township is requesting an amendment to Agreement TR031 to increase the budget by \$700,000 as outlined in the below table:

Contract Title	Project #	Current Contract Amount	Additional Amount Authorized	Total Revised Contract Amount
MSU to Lake Lansing Connector Trail, Phase I	TR031	\$950,000	\$700,000	\$1,650,000

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes an amendment to the Agreement listed below with Meridian Township:

Contract Title	Project #	Current Contract Amount	Additional Amount Authorized	Total Revised Contract Amount
MSU to Lake Lansing Connector Trail, Phase I	TR031	\$950,000	\$700,000	\$1,650,000

BE IT FURTHER RESOLVED, that the Board of Commissioners authorizes an additional \$700,000 from the Trails and Parks Millage fund balance for the TR031 project.

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

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

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 9, 2023

Motion to recommend the Policy Review Committee's recommended policy to the Board of Commission for approval

MOVED BY

SUPPORTED BY

To recommend forwarding the attached policy with any changes made at the October 9th Parks Commission meeting to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion.

Policy for Supplemental Requests for Trails and Parks Millage Projects

A. Purpose and Applicability

The purpose of this policy is to address supplemental Trails and Parks Millage requests from communities for reimbursements exceeding approved contractual terms.

B. Definitions

Supplemental request – Any additional request for funding not included in the original contract.

Bid Award – The time at which the advertised project is awarded to the lowest responsible bidder.

Retroactivity – Taking effect from a date in the past.

C. Procedure

1. Supplemental requests that have already been completed are not eligible for the Trails and Park millage. Funding will not be provided retroactively for any project that has already been completed.
2. To seek additional funds for unexpected costs that occur during the scope of the project, communities must submit a request to the County for the additional funds and/or work prior to moving forward with the project.
 - a. To be considered for additional funding, communities are required to submit a contract amendment request.
 - b. The request for additional funding must be approved by the Park Commission and the Board of Commissioners, prior to the bid award for projects.
3. Bid awards for projects that exceed the approved budget prior to approval of additional millage funds from the County are not the responsibility of the County millage.
4. A minimum match of 10% must be provided by the local community of any request for additional funding. This match requirement is subject to waiver by the Ingham County Board of Commissioners upon request.

INGHAM COUNTY PARKS & RECREATION COMMISSION

Meeting of October 9, 2023

Motion to direct park staff to write a resolution authorizing the use of the fund balance to make improvements at the Ingham County Parks

MOVED BY

SUPPORTED BY

To direct park staff to write a resolution to the Board of Commissioners which was supported by the Ingham County Parks and Recreation Commission with the passage of this motion.

September 26, 2023

To: Tim Morgan, Director of Parks

From: Brian Collins, Deputy Director of Parks Re: Fund

Balance use request

Director Morgan,

As you are aware, since COVID, Park usage has sharply increased as more individuals and families are flocking to Parks nationwide. The Ingham County Parks are no different than these national trends. There are three projects that I think would positively affect the visitor experience within the Ingham County Park. The three projects include a new picnic area at Hawk Island County Park, pedestrian entrance improvements and fence replacement at Lake Lansing Park South, as well as improvements to the Disc Golf course at Burchfield County Park. The totals, broken down by project later in this document, would be total \$205,000. I am proposing utilizing a portion of the Park Fund balance, which as of 9/26 sits at \$626,291.34. All of these projects are able to be completed within FY2024 so would have an immediate impact within the Park system. Upon your approval and that of the County Controllers office, I would like to bring this forward to the Park Commission for their approval at the October Park Commission Meeting.

Thank you for your consideration,



HAWK ISLAND PICNIC AREA (\$70,000)

Prior to COVID, the number of picnic areas, including tables and grills were sufficient for the number of visitors within Hawk Island. During this past summer, there were many weekends and holidays where every single table and grill were occupied.

The two new rental shade structures, to be constructed next spring, are located in an area that is very popular for picnics and will no longer be available once the structures are built. It is also likely that these shade structures will be rented almost on a daily basis.

Another issue is that most of the current picnic areas within Hawk Island are not fully accessible to all park visitors.

I am requesting that we utilize \$70,000 of the current Parks Fund Balance to develop another picnic area at Hawk Island that is fully accessible and will increase the available tables and grills within the Park. Features of this new picnic area would include 5 new surface mounted recycled tables, 5 new surface mounted handicap accessible tables, 10 grills, chairs for existing splash pad (next to proposed picnic area) and circular concrete pads for under the tables, as well as a few new concrete games (corn hole and ladder ball). The existing 3 court volleyball court that is rarely used, will be converted to a single volleyball court.

HAWK ISLAND REQUESTED BUDGET

Surface Mounted Recycled Picnic Tables (10 total, 3 of which are accessible): **\$17,000**

Grills (10 total, 3 of which are accessible): **\$4,500**

Concrete pads (5 of the 10 will have access from existing concrete trail): **\$24,500**

Reduction to one volleyball court with bumpers and restoration of area: **\$5,000**

Bike Rack: **\$500**

Concrete Games: **\$6,000**

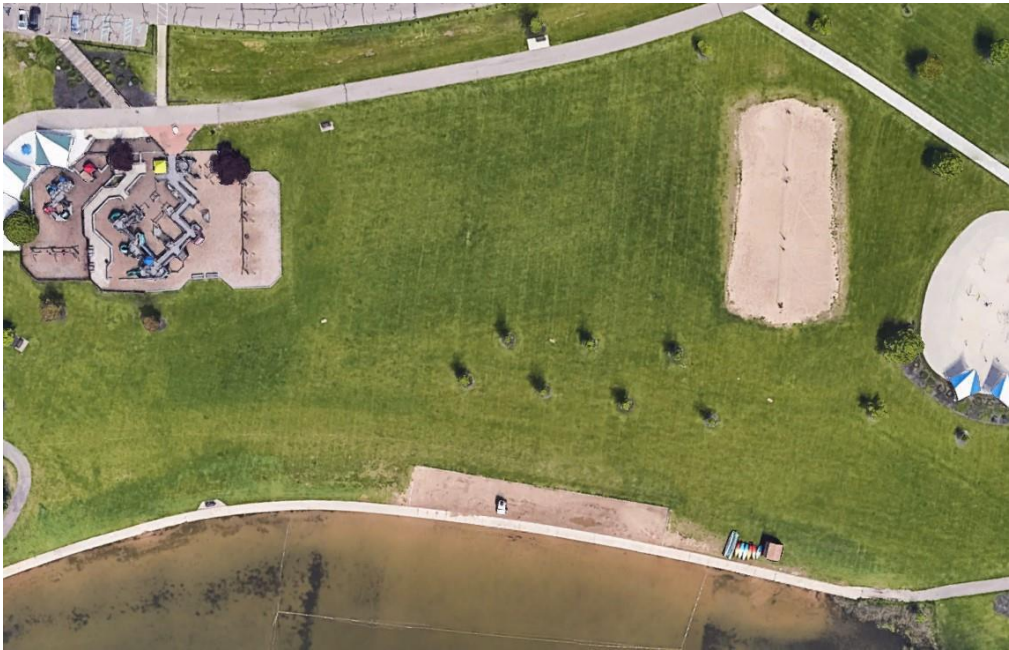
Splash Pad Chairs: **\$10,000**

Contingency: **\$2,500**

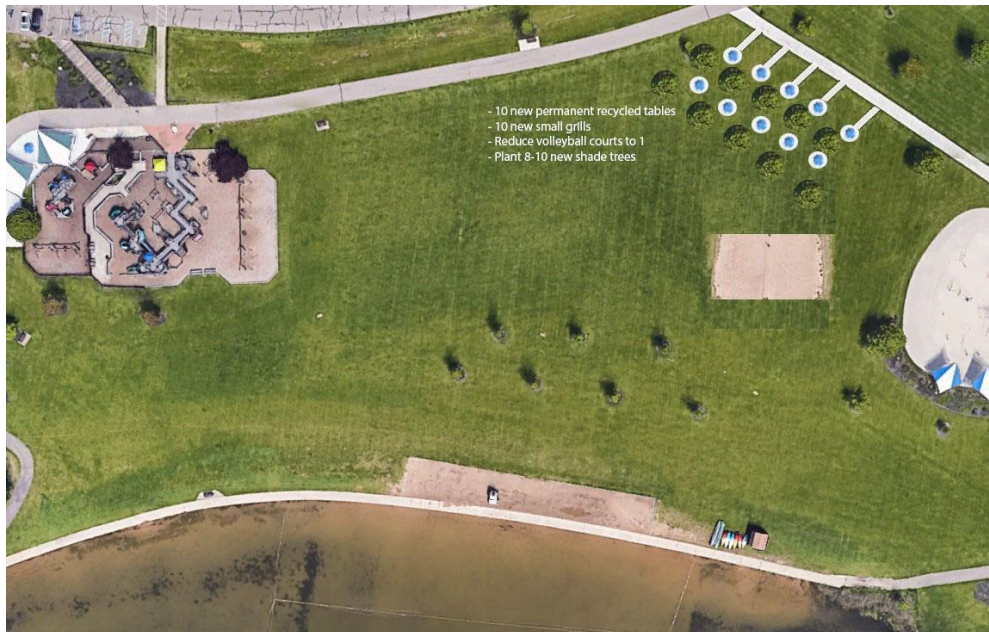
Total Project Cost: \$70,000



EXISTING HAWK ISLAND COUNTY PARK BEACH AREA



PROPOSED NEW PICNIC AREA



NEW HAWK ISLAND PICNIC AREA FEATURES



ACCESSIBILITY UPGRADES



CONCRETE GAMES



INGHAM
COUNTY PARKS

LAKE LANSING COUNTY PARK SOUTH FENCING AND ENTRANCE IMPROVEMENTS (\$100,000)

The pedestrian entrance on the corner of Marsh Road and Lake Lansing Road is the main focal point of the park. This entrance is beautifully cared for by volunteers from the Haslett Beautification Association. The current onsite structures include two masonry walls, which have been in place since Ingham County took over the park decades ago, and decaying timbers. This project would remove those items and replace them with more eye pleasing stone veneered walls to match the proposed new signage.

The existing chain link fence along Marsh Road also has become dilapidated, rusty, and very much an eyesore. The fence could possibly be from prior to Ingham County taking over the land when it was previously an amusement park. This request is to remove the existing fence and install approximately 600 foot of 72” high commercial grade decorative aluminum fencing. This fencing is an essential barrier, preventing children from directly accessing Marsh Road which is a high traffic road. I am requesting \$100,000 to complete both the fencing and the entrance improvements.

LAKE LANSING FENCING & PEDESTIAN ENTRANCE IMPROVEMENTS REQUESTED BUDGET

Removal and installation of fence: \$50,000

A preliminary estimate of \$40,000 for fence removal and replacement was completed in early 2023. I believe it prudent to put in a \$50,000 cost to cover any price increases both in materials and labor. Another \$50,000 would allow improvements to the pedestrian entrance.

Total Project Cost: \$100,000

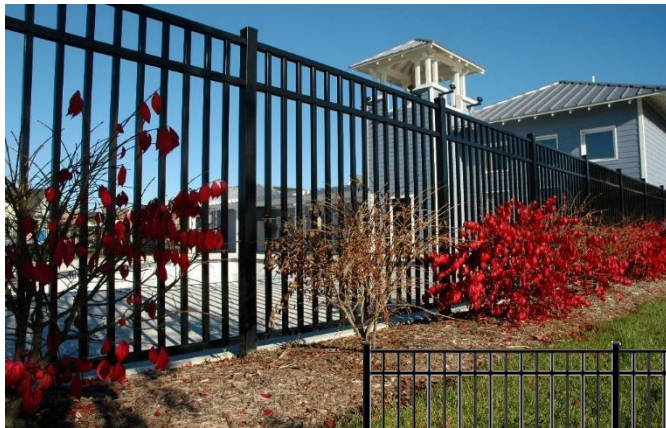


LAKE LANSING SOUTH COUNTY

EXISTING FENCE



PROPOSED NEW FENCE



Pedestrian Entrance block walls and timbers



Proposed improvements (examples of a stone veneer planting bed, actual design may vary)



BURCHFIELD COUNTY PARK DISC GOLF COURSE IMPROVEMENTS

The disc golf course at Burchfield County Park has become not only a local favorite for disc golfers, but a national destination for disc golf tournaments bringing in revenue. There are some repairs that need to be completed on the course as well as some upgrades in order to continue to make sure the disc golf course remains a top course and can continue to be an asset for disc golfers everywhere.

Some of the improvements include repairing the existing water feature, replacing deteriorating benches, new concrete tee pads to replace cracking old pads, increased signage and maps, and replenishment of sand for sand traps.

BURCHFIELD COUNTY PARK DISC GOLF COURSE BUDGET

Total Project Cost: \$35,000

Water feature/fountain repair): **\$12,000**

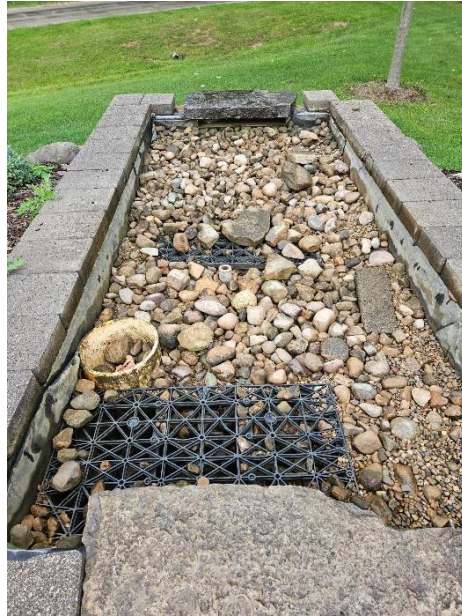
Signage/maps: **\$4,000**

New/replacement baskets: **\$3,000**

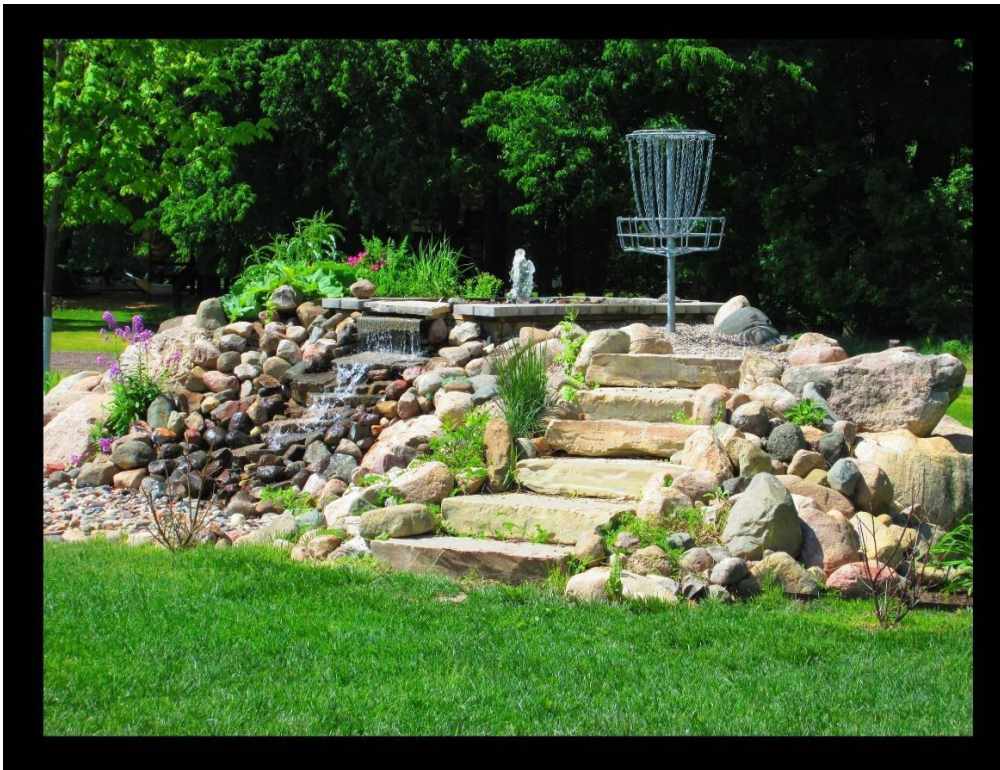
Tee pad improvements and benches: **\$15,000**



Miscellaneous sand/topsoil: \$1,000



Fountain feature hole in disrepair



Fountain “feature” hole when first constructed

Current Tee signs in need of replacement



Current benches (old aluminum bleachers)



Proposed new benches



Directors Report
September 6th- October 2nd, 2023 (October 9th, 2023- Park Commission meeting)

Vision

Great Parks of Ingham County

Mission

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

- Attended several BOC Committee and full meetings.
- Met again with Policy Committee concerning Trails and Parks Millage policy as directed by the Park Commission. That document is in your packets.
- Attended quarterly Friends of the Parks meeting and continued working with the Friends and Kelly on various items.
- Had Admin. Meetings and full staff meetings.
- Met with Spicer for monthly Trails and Parks Millage meeting and lots of round 8 items for current millage round and to discuss ongoing projects.
- Continued working with staff on a multitude of current and ongoing grant projects throughout the parks.
- Weekly visits to the parks, staff continues to do such an outstanding job on every level, say thank you when you see them please! Much progress on all ongoing park projects seen in all the reports 🙏
- Attended Deputy Controller's Direct Report meetings as well as Deputy Controller Direct report meetings.
- Attended a NACPRO Board Meetings (National Association of County Parks Recreation Organization) zoom meeting, as well as membership meetings.
- Worked with staff on multiple resolution rounds.
- Met with Counties Policy review committee twice on two items 9/3 living wage and Trails and Parks that is in your packet.
- Interviewed with a team of five for the Trails and Parks Millage Coordinator Position candidates. Worked with Human Resources to coordinate a contingent job offer, the candidate accepted. Once we get the go ahead from HR we will send out notice of the candidate selected. Hopefully we can onboard them by October.
- Continue to spend a lot of my time taking care of Trails and Parks Millage items; onboarding preparation, follow up for the 8th round millage applications and processes, as well as working on reimbursement requests, additional request and ongoing management of over 50 open millage contracts with local communities. Huge thanks to Tanya Moore, Kelly Burkholder, Emma Wallace and Brian Collins!
- As stated above all staff are very active at all three Ingham County Parks with current Grant Awarded projects in every phase from construction to plan and design these were all matched with Millage dollars some completed this fall, some in 2024 and some in 2025. The only present ICP Trails and Parks that is slated beyond 2025 is the final phase of Holt to Mason which should hopefully begin construction in 2026 or 2027 🙏
- Attended a meeting with Contractor and Prime Professional at Lake Lansing South to review progress of the work on the two grant projects and the excel master spreadsheet budget forecasting and updates.
- Met with Deputy Controller and staff to discuss Meridian Township and City of Lansing additional request outcome of those visits are in your packets.
- Tim took a much-needed weeks' vacation in the Upper Peninsula fishing, rock hunting, walking, and light house visits on Superior. Found agates, Yooper, and many very pretty stones and ate several messes of perch as the leaves were turning brilliant reds and yellows already... How blessed to be a Michigander!

- As I close, it has been a very busy year with LOTS of visitation and lots going on still within and in Parks (29)



Lake Lansing Concessions/Bathhouse update late September 2023



McNamara Landing parking lot progress prior to paving, hopefully w/o Oct 9th

October 2023 Parks Commission Meeting

Monthly Managers Report

Hawk Island County Park

- Attended Millage Progress meetings with Tim, Kelly and Tanya
- Toured Cranny Signs operation in Flint. (Millage trail sign builder)
- Interview panel for Millage Coordinator position
- Attended South Lansing Business Association Board Meeting
- Attended BOC Human Services and BOC Finance meetings.
- Attended several staff meetings.
- Set up general public sessions and reservation slots for tubing hill.
- Continue working on CIP items and projects.
- Worked with Purchasing Department for several bids and Preconstruction meetings.
- Installed new donation benches.
- Worked with FD Hayes to finish electrical work on tubing hill, and met with City of Lansing inspector for final electric inspection.
- Began prepping for winter.
- Cover Tim Morgan vacation.

Lake Lansing Park Report – September/October

Highlights:

Attended Staff and Manager Meetings

LLS project construction collaboration

Attended SAD/Lake Advisory Committee meeting

Assessed backflow preventer inventory with Meridian Twp

Attended Senior Staff meeting

Met with Playmakers for pre-event meeting

Worked Playmakers Fall Classic (900 participants) at LLN

Toured LLN with NCS to inventory prescribed burn locations for future burns as part of the Stewardship Plan

Worked with Health Dept. regarding new concession stand set up

Staff pulling docks and swim areas and gearing up for fall

Playmakers Fall Classic



Construction Pics



Burchfield Park September/October Manager's Report

1. Attended onsite meeting with Anderson-Fischer and Landscape Architects & Planners to discuss McNamara parking lot improvements-Sept. 12th
2. Attended Parks 50th Anniversary planning committee meeting-Sept. 14th
3. Close swimming beach for the season
4. Continue storm damage cleanup throughout park and reporting
5. Work with BSA Scout leaders on upcoming camporee
6. Complete storm damage assessment/progress report for Sheriff's Office of Emergency Management
7. Work with Deputy Director on Burchfield's disc golf improvement funding request
8. 2nd McNamara progress meeting with LAP and Anderson-Fischer-Sept. 26th
9. Attend staff meeting at Lake Lansing-Sept. 26th
10. Review end of season day camp report drafted by Angie Keas, head naturalist-Sept. 27th
11. Attended Friends of Ingham County Zoom Meeting-Sept. 27th
12. Natural Communities onsite prescribed burn location meeting-Sept. 27th
13. Prep site and install concrete forms for sledding hill sidewalk
14. American Ramp bridge delivery and prep work for new mountain bike trail feature
15. Assisted with directing traffic/parking at LLN Autumn Classic event-Oct. 1st
16. Coordinate volunteer days for BSA scout conservation project and student volunteers from Mason High School
17. Start Winter Sports Building drainage project

Recent Park Events at Burchfield Park:

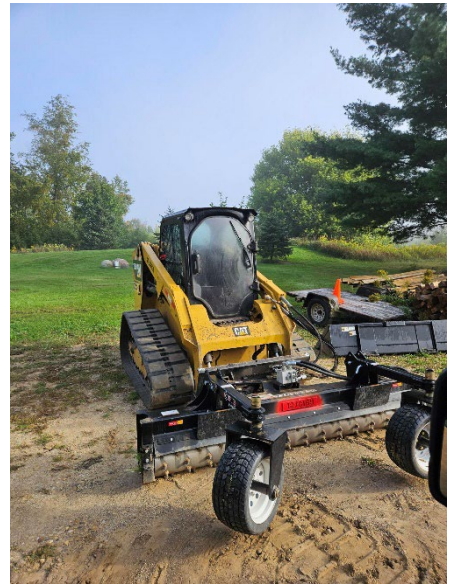
- Eaton Rapids Class Invitational Cross Country-Sept. 12th
- Mid-Michigan Mountain Biking Clinic-Sept. 12th
- Epic Backwards Ride-Sept. 12th
- River's Edge Disc Golf Tournament-Oct. 1st
- CAAC XC White Jamboree #2-Oct. 3rd



McNamara Parking Improvements



Parking Lot Runoff Retention Area



Storm Damage Rental Equipment



Chipping Brush in Disc Golf Fairways



New Mountain Bike Bridge Feature Delivery



Concrete Forms for New Sidewalk



Prep Work on New Sidewalk



WSB Drain Line for Downspouts



MMMBA Clinic



Eaton Rapids Cross Country Invitational



Autumn Classic at Lake Lansing



Sad Turtle with a Fishing Hook 😞



Happy Free Turtle 😊

September - Parks Office Monthly Report

Meetings/Trainings

Admin and full Staff Meeting

Meetings with Spicer Group

Met with Cindy Hales from the Community Foundation with Friends

Reviewed applications

1st and 2nd Interviews for the Millage Coordinator position

Senior staff meeting

Meeting with Friends

Contracts/Resolutions

Drafted/edited/submitted the following resolutions:

- Friends Agreement
- Rules Modified
- Grant LW22-0076
- Grant LW22-0077
- Grant 26-01880

Customer Service

1,116 phone calls in August. Starting to get phone calls on snow tubing hill.

Website

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

Accounting/Budget/Payroll

The attached report includes p-card purchases & revenue through August and invoices & payroll through September. So far, I would still say we are on track to meet most of our projected numbers for revenue and expenses for 2023. We still expect to collect more revenue this year, but at this point we have collected the majority of this year's revenue. With that being said, the bottom line will depend mostly on expenses from September thru December.

-Emma Wallace, Account Clerk

2023 Parks Budget as of 9/22/23

Revenue				
208 Fund	Original	Actual	Available	Percent
600000 Shelter Fees	108,500.00	80,990.50	(27,509.50)	74.65
600100 Disc Golf Fees	46,000.00	34,485.00	(11,515.00)	74.97
610100 Boat Rental	22,500.00	9,527.50	(12,972.50)	42.34
610200 Canoe/Kayak Rental	37,500.00	18,464.00	(19,036.00)	49.24
620000 Boat Launch Fees	17,000.00	13,433.00	(3,567.00)	79.02
630000 Ski Rental	13,000.00	4,576.50	(8,423.50)	35.20
641000 Food Concessions	56,150.00	55,092.16	(1,057.84)	98.12
641120 Snowshoe Rental	-	96.00	96.00	-
652000 Parking Fees	430,846.00	358,345.40	(72,500.60)	83.17
652100 HI Snow Hill Admissions	139,000.00	146,517.00	7,517.00	105.41
665000 Interest Revenue	-	696.85	696.85	-
669130 Game Rental	1,000.00	-	(1,000.00)	-
669140 BUR Tube Rentals	4,000.00	3,069.00	(931.00)	76.73
669141 Dog Park Revenue	16,000.00	13,034.50	(2,965.50)	81.47
669145 Park Patron Pass	-	68.00	68.00	-
671000 Day Camp	10,000.00	13,181.00	3,181.00	131.81
676020 Donations	-	167.50	167.50	-
688220 Misc Revenue	1,000.00	449.69	(550.31)	44.97
Total Collected Revenue	902,496.00	752,193.60	(149,752.09)	
698010 Carry Over Surplus Used	395,604.00	-	(395,604.00)	-
699000 Revenue TSF IN - F101	1,960,594.00	1,960,594.00	-	100.00
699228 Revenue TSF IN - Millage 228	51,500.00	51,500.00	-	100.00
699500 Revenue TSF IN - CAP IMP	-	-	-	-
Revenue Total	3,310,194.00	2,764,287.60	545,906.40	
Personnel Services				
208 Fund	Original	Actual	Available	Percent
704000 FT Wages	846,571.00	590,811.65	255,759.35	69.79
705000 Seasonal Wages	779,884.00	525,159.81	254,724.19	67.34
706000 FT Overtime	4,783.00	8,117.27	(3,334.27)	169.71
706100 On Call Payments	5,320.00	880.00	4,440.00	16.54
706700 Seasonal Overtime	1,787.00	1,186.47	600.53	66.39
708000 Meeting Fees	9,750.00	600.00	9,150.00	6.15
713000 Misc Fringes	(28,594.00)	-	(28,594.00)	-
714000 Unemployment	4,262.00	5,607.27	(1,345.27)	131.56
715000 Fica County Share	64,822.00	84,087.65	(19,265.65)	129.72
715050 Liability Insurance	2,207.00	6,971.53	(4,764.53)	315.88
716020 PHP Health Insurance	190,605.00	139,308.34	51,296.66	73.09
716030 Health Waiver	3,784.00	2,204.73	1,579.27	58.26
716035 Retiree Hlth Ins Chargeback	41,406.00	30,789.32	10,616.68	74.36
716040 Retiree Hlth Ins Trust Chg	38,350.00	28,157.84	10,192.16	73.42
716100 Dental Insurance	10,805.00	7,040.44	3,764.56	65.16
716200 Vision Insurance	1,555.00	1,012.74	542.26	65.13
716450 Separation Buyout Chgback	17,045.00	12,491.78	4,553.22	73.29
717000 Life Insurance	1,427.00	1,010.89	416.11	70.84
717100 Disability Insurance	1,158.00	543.86	614.14	46.97
718000 Retirement Program	209,545.00	126,808.16	82,736.84	60.52
718500 Retirement Defined Contr.	7,647.00	5,637.31	2,009.69	73.72
720000 Longevity	7,000.00	-	7,000.00	-
722000 Wkcpmp Insurance	4,574.00	6,841.20	(2,267.20)	149.57
Personnel Services Total	2,225,693.00	1,585,268.26	640,424.74	
Controllable Expenses				
208 Fund	Original	Actual	Available	Percent
726010 Supplies	-	-	-	-
726011 Concessions	33,400.00	27,233.76	6,166.24	81.54
728000 Printing & Binding	11,478.00	4,566.68	6,911.32	39.79
729000 Postage	4,500.00	2,966.30	1,533.70	65.92
730000 Office Supplies	2,800.00	1,128.93	1,671.07	40.32

2023 Parks Budget as of 9/22/23

731000 Photo-Copying & Supplies	-	-	-	-
22P07 Winter Rental Equipment	37,346.00	36,547.47	798.53	-
734000 Non-Capital Equipment	4,500.00	2,835.74	1,664.26	63.02
740000 Maintenance Supplies	129,444.00	118,106.12	11,337.88	91.24
743000 Other Supplies	27,031.00	16,616.46	10,414.54	61.47
743100 Small Tools	-	-	-	-
745000 Uniforms	8,792.00	8,483.30	308.70	96.49
746010 Clothing Allowance	600.00	750.00	(150.00)	125.00
747000 Gas-Grease-Oil-Antifreeze	38,000.00	20,893.22	17,106.78	54.98
23P10 5-Year Stewardship Plan	43,000.00	11,000.00	32,000.00	25.58
802800 Med Services - Physicals	1,000.00	-	1,000.00	-
815000 Memberships & Subscriptions	3,500.00	2,275.09	1,224.91	65.00
818000 Contractual Services	24,780.00	18,711.80	6,068.20	75.51
PAZO1 POS System	28,782.00	8,935.73	19,846.27	31.05
861000 Local Travel	3,000.00	2,275.11	724.89	75.84
861100 In state Travel	3,100.00	1,183.90	1,916.10	38.19
890080 Administrative Fees	12,500.00	19,636.63	(7,136.63)	157.09
901000 Advertising	10,750.00	1,249.50	9,500.50	11.62
921050 Telephone	7,900.00	6,418.19	1,481.81	81.24
921060 Telephone - Long Distance	-	-	-	-
931100 Maint-Related Contractual	56,227.00	37,066.69	19,160.31	65.92
932000 Equipment Repair & Maint	50,470.00	55,472.11	(5,002.11)	109.91
942000 Equipment Rental	8,138.00	9,646.45	(1,508.45)	118.54
957120 Sales Tax	3,650.00	2,946.60	703.40	80.73
957130 Other Taxes	-	1,936.34	(1,936.34)	-
960000 Training	5,300.00	3,787.80	1,512.20	71.47
974000 LL Disc Golf Course	6,208.00	6,234.87	(26.87)	-
21P03 Burchfield Dirt School	30,713.00	1,109.37	29,603.63	-
22P03 LL Tree & Dead Branch Removal	2,700.00	2,100.00	600.00	-
22P08 Bunker Road Landing	104,898.00	6,439.00	98,459.00	-
22P15 Safety Enhancements	110,430.00	106,607.14	3,822.86	96.54
20P02 HI Fence/Gates/Gatehouse	7,529.00	7,502.48	26.52	-
22P02 Pine Knoll Shelter Roof	9,700.00	-	9,700.00	1.00
22P05 Dog Park Floating Dock	34,228.00	5,598.00	28,630.00	2.00
22P06 Hawk Island Snow Gun	3,650.00	-	3,650.00	3.00
Controllable Expenses Total	870,044.00	558,260.78	269,776.70	
Non-Controllable Expense				
208 Fund	Original	Actual	Available	Percent
915050 Liability Insurance	-	-	-	-
921000 Utilities	82,651.00	68,454.08	14,196.92	82.82
921070 Courier Service	1,804.00	-	1,804.00	-
921150 Telephone Allocation Costs	2,608.00	1,635.56	972.44	62.71
943000 IT Operations	40,764.00	30,592.65	10,171.35	75.05
943010 Equip Service Charge	42,000.00	21,011.28	20,988.72	50.03
943020 Equip Service Charge PC	4,678.00	1,425.06	3,252.94	30.46
943100 Network Maintenance	19,415.00	16,192.15	3,222.85	83.40
944000 Vehicle Service Charge	18,999.00	19,178.52	(179.52)	100.94
944100 Copier Service Charge	1,538.00	-	1,538.00	-
Non-Controllable Expense Total	214,457.00	158,489.30	55,967.70	
Total Revenue	3,310,194.00	2,764,287.60	(545,906.40)	
Total Expenses	3,310,194.00	2,302,018.34	1,008,175.66	
Difference	-	462,269.26		

208 Fund Balance as of 1.1.23

\$164,022.08

Projected Fund Balance as of 9.22.23

\$626,291.34

From: Tabor, Jason <Jason.Tabor@Tecomet.com>
Sent: Monday, September 18, 2023 5:10 PM
To: Brian Collins <BCollins@ingham.org>
Cc: patsyking23@gmail.com; Cristina Estrada <CEstrada@ingham.org>; nettavia.curry@gmail.com;
angie@lansingwomen.org; Rebecca Kasen <rebecca@lansingwomen.org>
Subject: Re: [EXTERNAL] Dragon Boat parking

Hey Brian,

I wanted to reach out and say thank you for everything yesterday. We were very happy with our experience at Hawk Island. All the employees that we worked with on Saturday, and Sunday were great; super friendly and very helpful. Furthermore, the park looked great and the facilities were in very presentable condition.

I really cannot say enough about the positive experience.

Thank you again for everything and we'll talk to you next year!

Thank you,
Jason Tabor
lansingwomen.org

My question was about Ingham County Employees, as a benefit get free access to County parks. Hardship is not my issue. In my opinion Ingham County employees should have this as a benefit.

From: Kelly Burkholder <KBurkholder@ingham.org>

Sent: Wednesday, September 27, 2023 2:44 PM

To: Steve Gerald <SGerald@ingham.org>

Subject: FW: Question

Good afternoon Deputy Gerald,

We have a hardship pass that can be filled out at our parks (when someone is at the gatehouse) which allows anyone unable to afford a yearly pass to receive free admission to our parks.

Let me know if you have other questions.

Thank you,
Kelly

From: Steve Gerald <SGerald@ingham.org>

Sent: Tuesday, September 26, 2023 12:36 PM

To: Karen Bowen <KBowen@ingham.org>

Subject: Question

Karen,

Hopefully you can help me.

I was wondering about something I overheard about Ingham County Employees getting free entrance to Ingham County Parks. This may or may not be true, but who could help me to that person could help answer my question?

In my opinion this be helpful to all Ingham County Employees.

Thanks

Deputy Steven Gerald