

**JACKSON COUNTY PARKS AND RECREATION COMMISSION
1992 WARREN AVENUE
JACKSON, MICHIGAN 49203**

February 17, 2016

CALL TO ORDER: Mike Way, Chairman at 8:00 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Cmrs. **Alexander, Beaman, DuBois, Lloyd, Seitz, Snyder, Torres, and Way**
Absent: Cmrs. **Polaczyk and Price**
Director: **Jeff Hovarter**, County Parks Director
Staff: **Becky Humphrey, Mike Hoskins, Dan Lusty**
Visitors: **Adam Brown**, Deputy County Administrator, **Roger Gaede, Mark Ott**, FFWT
President

ELECTION OF OFFICERS FOR 2016

APPROVAL OF AGENDA

Moved by Snyder, supported by DuBois to approve the February 17, 2016 agenda. Motion carried.

APPROVAL OF MINUTES

Moved by Seitz, supported by Snyder to approve the January 2016 Meeting Minutes. Motion carried.

PUBLIC COMMENT

Roger Gaede – Would like to welcome the new Parks Director. Also a quick update – you have been talking about lights at Horton Park; Vineyard County Park does not have any lights either.

COMMUNICATIONS

1. Cascades Park Foundation 2016 Meeting Schedule
2. Jackson County Parks Association 2016 Meeting Schedule
3. Jackson Civil War Society 20106 Meeting Schedule
4. **Friends of the Falling Waters Trail** minutes of January 05, 2016
5. **Cascades Park Foundation** minutes of January 20, 2016
6. **Jackson Civil War Society (Cascades Inc.)** minutes of January 30, 2016
7. **Champion Team** information from January 28th and February 11, 2016 minutes
8. **Jackson County Parks Association** (No Meeting)

Moved by Seitz, supported by DuBois to receive the communications. Motion Carried.

DIRECTOR'S REPORT

Trail Connector Project – The Request for Qualifications has been published and we have set a bid deadline of March 3.

Cascades Champion Committee

The Champion Team asked me to approach the Sparks Park Foundation about sponsoring the lunch in kind for the April 14th fundraiser. They met us half way by waiving the room reservation fee and giving us a discounted rate, for which we are very grateful. The team is meeting more frequently to plan for this dinner. Several soft commitments have been received and Champion Team members continue to make targeted approaches.

Horton Mill Pond/Snyder Park – While the Foundation could not cover the cost of the lighting needed at the pond, we were able to secure a donor for the lighting. With that commitment I have been in communication with Supervisor Tallis of Hanover Township and my understanding is that they are proceeding with the lighting.

Bike Rental System Purchase – Legal counsel reviewed the contract documents. To expedite the process I sought concurrent approval of the B-Cycles agreement with the Committee and Planning Commission. It was approved by the Agencies and Affairs Committee and with the Parks Commission approval we can move forward. Approval by the full Board of Commissioners is not needed.

Clark Lake Community Center – I met with Walt Reed regarding their agreement with the County to operate the community center within our county park. Mr. Reed has indicated the agreement is about to expire and he is looking to renew the agreement with the current terms remaining in place. I have not had a chance to research the agreement in detail but will get this done as well as make a recommendation to the board prior to next meeting.

Golf Course Irrigation Systems- The irrigation system is currently not in a position to be functional when spring arrives. There have been a number of problems with the system dating back to last May. A significant amount of resources have been spent to date with no resolution. Staff will be meeting with the vendor who has been working on a solution this week to determine where we are at this point. I plan to formulate a plan of action moving forward based on the outcome of the meeting. We cannot operate the golf course without an irrigation system and it is apparent the cost to repair the system will likely be very expensive.

Boy Scout Camp- I toured the local Boy Scout Camp along with the County Administrator, Deputy Administrator, and Facilities Director this last week. The Boys Scouts of America is looking at the possibility of closing the camp or the possibility of developing a partnership with another organization to keep the camp viable. Jackson County was contacted by the Boys Scouts to see if we would have an interest. This is in the very early stages of exploration. I will keep you informed if things begin to progress.

American 1 Center- the County Administrator and I met with the President of American 1 Credit Union last week in regards to the Fair Grounds Master Plan, the condition of the current American 1 Center building, and the need in the community for increased capacity of banquet, meeting, and events space in the community. We agreed to continue dialogue on how American 1 Credit Union might be a partner in executing the Fair Grounds master Plan.

Jackson Community Foundation- a memorandum is attached from the Jackson Community Foundation requesting a reduced price at The Cascades to hold their annual scholarship fundraising event. The event was very successful last year and they would like building on that success in year two by returning to the The Cascades. Last year the rental fee was waived entirely. They have agreed to pay 50% of the current \$450 rental if acceptable to the Board.

Moved by Torres, supported by Beaman to receive the Director's report. Motion carried.

OLD BUSINESS

B-Cycles

Moved by Alexander, supported by Torres to have the County Administrator sign the contract with B-Cycles. Motion carried.

2016 Rates - Final

Moved by Beaman, supported by Torres to approve the final rates for the Campgrounds, Picnic Shelters and The Cascades. Motion carried.

NEW BUSINESS

Falling Waters Trail Permanent Restroom

Moved by DuBois, supported by Torres to recommend to the Policy and Finance Committee to authorize and move forward with the purchase of the CXT concrete restrooms for the Falling Waters Trail in the amount of \$30,000; 50% donated money and 50% Capital Improvement money. With thanks to the Friends of the Falling Waters Trail for their donation. Motion carried.

Vandercook Lake County Park Mowing Contract

Moved by Seitz, supported by DuBois to extend the mowing contract with Tim's Lawn Maintenance for the 2016 season with no increase in the contract. Motion carried.

Jackson Community Foundation Scholarship Reception

Moved by DuBois, supported by Alexander to waive the \$225.00 fee for use of The Cascades for the June 15, 2016 Scholarship Reception from 5:30 – 7:30 p.m. Motion carried.

Cascades Golf Course Irrigation Pump

Moved by Snyder, supported by Torres to give the Parks Director the discretion to make the decision that if Brown Drilling is performing to work necessary on the irrigation pump and if not to terminate Brown Drilling and seek out a new contractor and move forward. Motion carried.

JANUARY 2016 FINANCIALS

Moved by Torres, supported by Seitz to receive the January 2016 Financial Reports. Motion carried.

Moved by Snyder, supported by Lloyd to approve the January 2016 Claims Report. Motion carried.

PUBLIC COMMENT

Roger Gaede – Just so you know that Geoff Snyder is not only a Park Commissioner, he is also an engineer and an attorney. He is a good source for the Parks Commission.

As a new member of the Park Commission I went through an orientation, is it still being done? What about policies? Just don't like to see things getting missed.

COMMISSIONER COMMENTS

Cmr. Torres – The Armory Bike Union has been operated by the Fitness Council, they are no longer running the Armory. A new agreement is in place. The Armory Bike Union will continue, just operated by a new organization.

Cmr. Seitz – Would like to see an accounting as to how much money has been donated to The Cascades project.

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 9:43 a.m.

Mike Way, Chairman

Jackson County Parks & Recreation Commission