

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

April 20, 2016

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Cmrs. **Alexander, Beaman, DuBois, Lloyd, Polaczyk, Price, Seitz, Snyder, Torres, and Way**
Director: **Jeff Hovarter**, County Parks Director
Staff: **Becky Humphrey, Mike Hoskins, Dan Lusty**
Visitors: **Adam Brown**, Deputy County Administrator, **Kay Dunkel**, Spring Arbor Township resident, **Dave Herlein** Spring Arbor Supervisor, **Roger Gaede**

APPROVAL OF AGENDA

Moved by Torres, supported by Seitz to approve the April 16, 2016 agenda. Motion carried.

APPROVAL OF MINUTES

Moved by Polaczyk, supported by Dubois to approve the March 2016 Meeting Minutes. Motion carried.

PUBLIC COMMENT

Kay Dunkel - Came to applaud the work done with the Lime Lake proposal. We continue to support the project.

Roger Gaede – Knee replaced a week ago Monday.

COMMUNICATIONS

1. E-Mail from Rick Zdanowitz, PLP Ice Cream
Re: Agreement Extension and Information
2. Champion Team Press Release
Re: Donation
3. Thank you letter to Jo Taylor
Re: Donation
4. Letters from Jackson Public Schools – Food Service Office
Re: Summer Meal Program – Cascades Park and Vandercook Lake Park
5. **Friends of the Falling Waters Trail** minutes of March 8, 2016
6. **Cascades Park Foundation** minutes of March 16, 2016
7. **Jackson County Parks Association** minutes of March 21, 2016

8. **Champion Team** minutes from March 23, 2016
9. **Jackson Civil War Society (Cascades Inc.)** minutes of March 31, 2016

Moved by Polaczyk, supported by Price to receive the communications. Motion Carried.

DIRECTOR'S REPORT

Updates Communications:

1. The Champions Team made a decision at their March, 2016 meeting to cancel the fundraiser luncheon schedule for April 14, 2016 at the Manor House. There were a number of concerns regarding the event including a poor response to “calls for participation” and recruitment of table captains.
2. We received notice from the MDNR that the Governor has signed the Appropriation Bill authorizing funding for 2015 recommended Natural Resources Trust Fund grants. As a result, we received our Project Agreement for the Trail Connector Project. We are finishing up the review/ scoring of proposals we received from engineering firms. We will select a firm and finalize a negotiated price for services by the end of April. A staff report will be presented to the Board for approval of an engineering contract at the May Parks Commission meeting. If approved, I would anticipate it taking most of 2016 to complete soils testing, engineering, design, and permitting with construction beginning spring, 2017.
3. We are working on engaging the services of Mark Schopmeyer, a local grant writer and Professor at JCC. Mark is also a member of the Champions Team. Mark will assist us in closing out the 2011 Swains Lake MDNR Passport Grant and the 2013 MDNR Trust Fund Acquisition Grant for the Connector Trail Project. He will research documents, preparing report and assist us in finalizing the reimbursement request to MDNR.
4. I am finalizing a purchase agreement with B-Cycles as well as the licensing and intellectual properties agreements. The purchase has been approved by the Parks Commission and the County Commission. The final agreements as well as details on scheduling the delivery and installation are just now being negotiated. I would not anticipate installation of the B-Cycle station until late August.
5. Park Commissioner Geoff Snyder, in his capacity as County Drain Commissioner, has offered to assist with the MDEQ required Horton Dam inspection and reporting process.
6. I have developed a Business Model Review and Process Plan for transitioning Camp Teetonkah into a county park. The review process will take five months; negotiations another four months; with the County taking final possession of property and equipment assets in February, 2017. I have begun working on the first steps of the business model review. A final decision on moving forward with acquisition will need to be made near the end of the summer.

7. I am developing an RFQ for engineering services to complete fairgrounds improvements to include grandstand structure, electrical systems, site storm water management, and animal wash area improvements.
8. The County Commission Policy & Finance Committee has approved the purchase of a CXT unisex restroom on the FWT at Teft Road. We can now proceed with order and installation.
9. A group including the Deputy County Administrator, representatives from American 1 Credit Union, representatives from Experience Jackson, the Fair Manager, and myself met for the first time to begin conceptualizing what the programming needs/ uses would be for a newly constructed conference and events center if built at the fairgrounds.

New Communications:

1. I met with Rick Zdanowitz, owner of PLP Ice Cream, to discuss his licensing agreement with Jackson County Parks to operate a concession at Pleasant Lake County Park. He is seeking an extension of the licensing agreement for the 2016 season. Under the current agreement he has the opportunity to make such a request while maintain the same provisions as outlined in the initial 2015 one year term, excepting we can negotiate different monthly rent fees and utility fees, mutually agreeable to both parties. I have asked Mr. Zdanowitz to submit a request in writing for Park Board review and approval as soon as possible.

Moved by, Torres, Supported by Seitz to receive the Directors Report. Motion Carried.

OLD BUSINESS - None

NEW BUSINESS

PLP Ice Cream Agreement

Moved by Snyder, supported by Alexander to concur and move forward with the 2016 Licensing Agreement with Rick Zdanowitz of PLP Ice Cream. Motion carried.

March 2016 FINANCIALS

Moved by Lloyd, supported by Seitz to receive the March 2016 Financial Reports. Motion carried.

Moved by DuBois, supported by Beaman to approve the March 2016 Claims Report. Motion carried.

PUBLIC COMMENT

Dave Herlein, Spring Arbor Township Supervisor – On behalf of Spring Arbor Township, we really appreciate all of the hard work and due diligence with the Lime Lake project.

Roger Gaede- Would like to assist the Champions Club - all of the involvement of confined space requirements and everything involved - use that to reinforce the project. Encouraged to hear about the business plan for Camp Teetonkah. Golf Course Promotion - 2 NASCAR races and the first thing teams and drivers do when work is done is go play golf- utilize that venue to the golf course. It is an area to explore, and you would need to contact NASCAR personal.

COMMISSIONER COMMENTS

Cmr. Polaczyk – Farewell to Adam and Congratulation on your move and thank you.

Cmr. Beaman – Thanks Jeff and understands that it is difficult making tough decisions and it is going to be tough with decisions going forward, but has the most confidence in you.

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 9:24 a.m.

Mike Way, Chairman

Jackson County Parks & Recreation Commission