

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



May 3, 2017

**CALL TO ORDER:** Mike Way, Chairman at 7:59 a.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present: Cmrs. **Beaman, DuBois, Edgar, Polaczyk, Price, Seitz, Shotwell, Snyder, Torres, and Way**  
Ex-Officio: **Jeff Hovarter**, Parks Director  
Staff: **Becky Humphrey, Kyle Lewis, Mark Vysoky**  
Visitors: **Roger Gaede,**

**APPROVAL OF AGENDA**

**Moved by Price, supported by Seitz** to approve the May 3, 2017 Agenda as amended by adding 6c. Grand River Water Trail Update. Motion carried.

**PUBLIC COMMENT**

**Roger Gaede**

- Page 2 of the minutes; Monthly Staff Report, 1<sup>st</sup> topic, the word “Fin” should be “F-e-n”.
- Cascades Park Foundation: Page 6 of Communications in Parks Report; Director and Mark Vysoky shoreline plantings. A good source for input on lake shore line plantings is Jane Herbert, contact Kellogg Biological Station, she also has examples of different types of plantings at nearby lake.
- Page 2 of Director’s Report: 1<sup>st</sup> arrow on page 2, Victims of Violence Memorial and 911 Memorial; the original site selection required a flag pole. May be a good project for a service club.

**APPROVAL OF CONSENT AGENDA**

April 2017 Minutes  
Communications  
Monthly Staff Report  
Receive March 2017 Financial Report  
Approval of March 2017 Claims Report

**Moved by Price, supported by Polaczyk** to approve the May 2017 Consent Agenda. Motion carried.

**COMMUNICATIONS**

1. Letter from Jeff Hovarter, Jackson County Parks Director  
Re: Splash Pad Grand Opening
2. Copy of Letter to Friends of Camp Teetonkah (“FOCT”) from Lonnie Herrington, Michigan Crossroads Council.  
Re: Camp Teetonkah
3. Letter to Dr. John Van Tiem, Grass Lake Resident from Jeff Hovarter, Parks Director  
Re: Hydroplane Races on Grass Lake

**Jackson County Parks and Recreation Commission**

**May 3, 2017**

4. Flyer from Jackson County Parks Association – 2017 Annual Meeting
5. **FFWT Board** minutes of April 3, 2017
6. **Cascades Park Foundation** minutes of April 18, 2017
7. **Jackson County Parks Association** minutes of April 25, 2017
8. **Champion Team** minutes - No Meeting

## **MONTHLY STAFF REPORT**

- ✓ The new B-Cycles Station being installed at the Weatherwax Trailhead will go live on May 19<sup>th</sup>. There will be a total of six bicycles available for rent. There will be a short ribbon cutting ceremony in which our project donors and sponsors will be recognized for their support in making this exciting new addition to the park system possible.
- ✓ Mark your calendars for June 22<sup>nd</sup>. This will be the date for the Cascades Splash Pad Ribbon Cutting/ Donor Recognition Reception. It will begin at 2 pm at the Cascades. The following Day at 11 am will be the public grand opening. We are still planning details for both of these events. Stay tuned for more information.
- ✓ The Cascade Falls will open for the season on Friday, May 26<sup>th</sup>. The Memorial Day Fireworks Show will be on Saturday, May 27<sup>th</sup>. The facility is open Friday, Saturday, and Sunday, the first two weeks with school still in session. The first Family Night Event will be on June 14<sup>th</sup>.
- ✓ The annual Parks Association meeting will be held at the Fairgrounds conference room at 6 pm on May 2<sup>nd</sup>. The Friends of Falling Waters Trail will also hold their annual meeting on May 2<sup>nd</sup> at 6 pm in the County Parks Boardroom.
- ✓ We have contracted with ASTI Environmental to prepare a comprehensive reforestation plan for the Jackson County Park System. This will be the first time such a plan has been developed for our park system. It is the next logical step after the Parks Board approved the Trees and Memorial Policy. The plan will guide us over the next 10 to 15 years as we raising funds to replace trees in the park system. The plan will outline the appropriate tree species and planting locations to sustain the long term health of vegetation/ landscape in each county park.
- ✓ Parks staff has been trying to find time to work on a “County Parks Assets Evaluation Report” for several months with little progress. This is an important next step in planning out the future of the county park system. There is a need to gather factual information about the current condition of our parks and then use this information to establish strategic priorities. The report is needed to determine how much investment is needed and where is the best investment opportunities when deciding what park improvements should be funded. I have decided to contract with Mark Schopmeyer to assist with the development of this plan. Mr. Schopmeyer is a retired JCC professor and has assisted our department in the past year with a couple of other grant reporting projects. He has a background in strategic planning and will be a great asset in helping us in completing the Park Assets Evaluation Report in a timely manner.

- ✓ Relocation of both the Victims of Violence Memorial and the 911 Memorial has been completed. After last month's Park Board meeting I communicated with Phil Hoffman, conveying the Board's desire to keep the 911 Memorial within Sparks County Park. He was very gracious in withdrawing his request to move the memorial to JCC and agreed to support placing it within the new memorial garden being developed in the park along the park trail near Randolph Street.
- ✓ We are working with BC Sound & Stage to design a plan for a new acoustical / audio sound system at the Cascade Falls and the Splash Pad. We anticipate having a proposal in hand within the next ten days and would like to have the new sound components operational by the opening day of the splash pad. A new sound system will significantly enhance the Cascade Falls experience and will also allow us to better control where sound is projected. This will make our neighbors happy campers also. ☺ As a part of this project we will plan out and put the sound infrastructure in place for the proposed new performance pavilion we hope to build inside the Cascade Falls in the future.
- ✓ The single wide manufactured homes that have been located at Pleasant Lake Campground and Swains Lake Campgrounds for many years have been removed from these parks. We relocated both units to the Fairgrounds where they are being rehabbed and will be used for dressing area/ office space to accommodate the needs of the entertainers/ promoters scheduled during fair week. We are implementing a new campground management/ supervision plan. There will no longer be a manager living on site for the season. Instead we are hiring several supervisory staff who will each work 8 hour shifts (32 to 40 hours per week, per staff person).
- ✓ Just a note, staff has been discussing the need to develop adequate restroom options for the primary playground area next to the Cascades Ice Cream Co. in Sparks County Park. This has become a more pressing issue now that the restrooms at the Cascade Falls can only be accessed from the north side. This eliminates the Cascades as a restroom option for park playground users and patrons of the ice cream store. We are going to begin exploring the possibility of constructing an addition to the building that houses the ice cream store. We would construct a minimum of two unisex/ ADA restrooms to serve the playground in this area of the park. For this summer we are adding two portable restrooms that will be serviced on Fridays and Mondays each week from May through the end of August.
- ✓ The concrete plaza at the north entrance to the Cascade Falls should be poured at the end of this week (April 27<sup>th</sup>) if weather allows. We are still trying to get an exact schedule for pouring the splash pad and install of the manifold control unit. Getting the north entrance plaza complete is our first priority since this area needs to be ready for the Memorial Weekend Holiday Firework Show.
- ✓ Just a note regarding my schedule in the coming weeks. I will be out of the office May 8<sup>th</sup> through May 12<sup>th</sup> helping my daughter relocate across country for a new job. Both Mark Vysoky and Kyle Lewis will be available if any Board Member needs information or has an issue that needs to be addressed. I will be back in the office May 15<sup>th</sup> as we move towards the unofficial beginning of summer with much activity in the parks starting Memorial Weekend.

## **BUSINESS ITEMS**

### **Falling Waters Trail-Parking Lot Lights**

**Moved by Torres, supported by Price** to recommend to the Jackson County Board of Commissioners to approve the purchase of six solar parking lot lights and poles for the Falling Waters Trail parking lots at Teft Road and Weatherwax Road at a cost for the lights of \$13,212.00 with the Friends of the Falling Waters

Trail reimbursing Jackson County Parks for that cost. The installation of the concrete foundations will come from the Parks FWT Construction Fund. Motion carried.

**USDA Summer Lunch Feeding Program at Cascades Park and Vandercook Lake County Park**

**Moved by Edgar, supported by Torres** to approve the lunch program at Cascades Park and Vandercook Lake County Park. Motion carried.

**Grand River Water Trail Update** – Cmr. Snyder Update - Discussion

**PUBLIC COMMENT**

**Roger Gaede** –

- Teft Road entrance to parking area proposed lighting; Townships that have lighting districts will recover installation costs and operating costs through millage taxes.

**COMMISSIONER COMMENTS**

**Cmr. Seitz** – Jane Herbert – a demonstration of her work at Gull Lake.

Did anyone go to either the Friends of Falling Waters Trail and/or Parks Association Annual meetings? Is there a possibility to combine the two groups and create a Parks Advisory Group? Discussion

**Cmr. Shotwell** - The Men's Garden Club – Presentation was wonderful – should go to service clubs. It was excellent!

**Cmr. Price** – Thank you to Jeff publically about taking care of the Porta John in Cascades Park on Earth Day! It was a mess!!

Just want to clarify the dates; June 22<sup>nd</sup> is the Ribbon Cutting Ceremony at the Cascades Splash Pad and the Grand Opening to the Public is on June 23rd and the Kiwanis Club is giving 1 slice of pizza and 1 scoop of Ice Cream? - Discussion

Since the Splash Pad is opening the end of June and not in May, is there any possiblilty extending the hours of the Splash Pad to October, weather permitting?

**Cmr. Shotwell** – On May 20<sup>th</sup> at 8 a.m. at the Jackson County Fairgrounds is the Annual Plant Sale. There will be opportunities to purchase plants and soil in Jackson. Ernie Fisher will be giving a Dahlia presentation.

**ADJOURNMENT**

There being no further business, the meeting adjourned to the call of the Chair at 8:46 a.m.

**Mike Way, Chairman**

Jackson County Parks Commission