

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

May 20, 2015

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Cmr., **Beaman, Gaede, Polaczyk, Price, Seitz, Torres, and Way**
Present: Cmr. **DuBois** 8:05 a.m.
Excused: Cmr. **Alexander and Snyder**
Ex-Officio: **Scott Robbins**, County Parks Director
Staff: **Mark Jackson, Becky Humphrey and Mike Hoskins**
Visitors: **John Deming**, Clark Lake, **Brant Russell and Chrissy Wilson**, JPS Food Service, **Rick Zdanowitz**, Pleasant Lake Pub

APPROVAL OF AGENDA

Moved by Polaczyk, supported by Seitz to approve the May 20, 2015 agenda. Motion carried.

APPROVAL OF MINUTES

Moved by Torres, supported by Polaczyk to approve the April 2015 Meeting Minutes. Motion carried.

SPECIAL ORDER – JPS Food Service

Moved by Torres, supported by Gaede to allow JPS Food Services to give out free lunches at The Cascades South Shelter beginning June 15, 2015 Monday thru Friday, 11:30 a.m. – 12:30 p.m. until August 7, 2015. Motion carried. 7 yeas – 1 nay, Cmr. Way.

PUBLIC COMMENT - None

APRIL 2015 FINANCIALS

Moved by Seitz, supported by Torres to receive the April 2015 Financial Reports. Motion carried.

Moved by Torres, supported by Seitz to approve the April 2015 Claims Report. Motion carried.

COMMUNICATIONS

1. Letter from Cascades Park Foundation
Re: Trail Connector
2. Thank you from Don Baker, JaxNaz Church
Re: Donation
3. Letter from Region 2 Planning Commission, Steve Duke, Executive Director
Re: Cascades Inter-City Trail Connector

4. Letter to Maria M. Dotteweich, Weatherwax Foundation
Re: Thank you from The Champion Team
5. **Cascades Park Foundation** minutes of March 18, 2015
6. **The Champion Team** minutes of March 19, 2015
7. **FFWT** minutes of April 7, 2015
8. **Jackson County Parks Association** minutes of April 28, 2015
9. **Spicer Group Phase I Progress** minutes of April 28, 2015
10. **Spicer Group Phase I Progress** minutes of May 12, 2015
11. **Cascades Inc./Jackson Civil War Society** (No Minutes)

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

DIRECTOR'S REPORT

Cascades Champion Team and The Cascades Renovations-

The Champion Team continues to be focusing on Phase 2 funding opportunities. Our next scheduled meeting is Thursday, May 14th at 3:00 pm. We are looking at having a grand Re-Opening at The Cascades on May 23rd to recognize the schools that painted the murals of The Cascades. The Park Commissioners and their families are invited to attend the festivities and enjoy the music, lightshow and fireworks on that evening. JTV has begun airing promotional segments for our Cascades grand re-opening celebration which started showing on May 12th.

There will be an "After Hours" Gathering with the Chamber of Commerce members and others on June 18th. More information will follow over the next several weeks leading up to the event.

Phase 1 is nearing completion and will be finished no later than May 19th. The sod, fencing, lights are installed. The seating is under restoration (270 of the original seats) are being installed this week. Please see the Progress Meeting Minutes in "Communications".

The Parks staff met with the Spicer Group to begin discussions on **Phase 2** on May 12th. The engineering plans should be available within 6-8 months. **Phase 2** will consist of development of the new plumbing, mechanical and electrical systems for The Cascades along with the design of 2 splash pads that will be located at the base of The Cascades.

County Parks- The staff is preparing all of the grounds, building and facilities ready for the public. We continue to receive many compliments from the public on the fact that we will be ready to be up and running for the spring and summer season. Michigan Department of Corrections paroles are now performing park and golf course clean- up for the spring. This collaboration will continue throughout 2015. We are working with Jackson Area Career Center to develop weekly/monthly maintenance programs at the golf course and The Cascades. Currently they are working at The Cascades to preparing it for the grand re-opening on Memorial Day Weekend.

Swains Lake Campground – The restroom and bathhouse are nearing completion and a final walkthrough is scheduled for next week. The facility will be ready for the campers and the public on May 22nd.

Pleasant Lake Campground- A licensing agreement was drafted and reviewed by the county’s attorney – Curtis and Curtis. It was also sent to the Park Commissioners for comments in order to expedite the process. The Director is recommending the Parks and Recreation Department enter into an agreement with PLP Ice Cream for 1 year period with an option to renew in 2016 and beyond. Please refer to the attached agreement in “Old Business”

Fair Master Plan – The “kick off” master planning will be held on May 27th at 6:00pm. Please see the DRAFT agenda for additional information- Page 13.

Cascades Golf Course and Club House- The golf course grounds and club house are receiving very positive comments on the services we are providing. The course grounds continue to improve with most of, if not all the dead trees being removed, stumps ground and soil and seed replaced. Planter beds, tree trimming and sand bunker reconditioning are continuing throughout this spring. Both the Golf Course and Parks staff are working together to make these improvements.

Sparks Park Inner-City Trail Connector- The Michigan Natural Resources Trust Fund Grant Application has moved into the next stages of review. The application is administratively complete and has now moved into the “Evaluation Site Visit” stage. After the site visit and preliminary scoring by grants staff, we will have the opportunity via MiRecGrants to strengthen our application.

General Department Information-

Morning Blend Show segments (2) will be taped on May 14th. Air time will be May 20th and 27th at 6:30AM for The Cascades. They are designed to best publicize the parks and recreational opportunities within our Jackson County Parks community.

Parks staff met with Stan Mauzer of the Kiwanis Tree Project and identified a location at the Urban Fishery area to plant approximately 30 new trees in the fall of 2015. I will continue to review the Spark Foundation County Park Master Plan with Pat Doher of J.J.R. and our staff as it relates to new tree plantings and memorial requests that continue to come into our office.

The Golf Course Range Ball Picker is in the process of being repaired “in-house” by our mechanic Todd Draffen. There was a good cost savings to repair it “in house” verses purchasing a new unit.

I am continuing to research the process and intervals for roadway line stripping. Currently, that responsibility falls under the responsibility of the City of Jackson.

Moved by Polaczyk, supported by Seitz to receive the Director’s report. Motion carried.

OLD BUSINESS

Clark Lake Special Assessment District for Eradication and Control Nuisance Aquatic Invasive Species

Moved by Torres, supported by DuBois to recommend approval and move to the Full County Board of Commissioners for approval. Motion carried.

Pleasant Lake Concessions for PLP Ice Cream

Moved by Torres, supported by Seitz to approve the recommended Licensing Agreement between Jackson County Parks and Recreation Commission and The PLP Ice Cream company for the 2015 Season at Pleasant Lake County Park and Campground. Motion carried.

NEW BUSINESS

Equipment Trailer for Jackson County Parks

Moved by Polaczyk, supported by Seitz to approve the purchase of a 20' Heavy Duty Equipment Trailer from Swartz Trailers, Harbor Springs, MI in the amount of \$6,400.00 and will be paid for from the Capital Equipment fund. Motion carried.

The Cascades/Sparks Park Mower

Moved by Polaczyk, supported by Beaman to approve the purchase of 72" diesel mower from Napoleon Lawn and Leisure under the Government Contract MiDeal #071B0200317 in the amount of \$16,209.04 and will be paid for from the Capital Equipment fund. Motion carried.

Utility Tractor for Cascades Golf Course

Moved by Polaczyk, supported by Torres to recommend approval by the County Board of Commission to approve the purchase of a golf course Utility Tractor for use at Cascades Golf Course from Napoleon Lawn & Leisure in the amount of \$16,722.17 – State Bid and will be paid for from the Capital Equipment fund. Motion carried.

Cascades Renovation Phase I – Change Order

Moved by Polaczyk, supported by DuBois to recommend approval to the County Board of Commissioners of the Change Order for professional services with Bailey Sand and Gravel for the Cascades Renovation Phase I in the amount of \$15,702.84 as presented. Motion carried.

Swain's Lake Bathhouse – Change Order

Moved by DuBois, supported by Seitz to recommend approval the Change Order for professional services with Jones Construction for the Swain's Lake Bathhouse in the amount of \$9,529.00 as presented. Motion carried.

PUBLIC COMMENT - None

COMMISSIONER COMMENTS –

Cmr. Price – The Jackson Conservation District's Men's Garden Club Plant Sale is at the Fairgrounds May 30th in the Gumper Building from 8 a.m. – Noon.

Mike, Scott – are all the chairs at The Cascades? What is going to be in the grassy area?

Cmr. Seitz – The annual meeting for the Jackson County Parks Association and the Friends of the Falling Waters Trail - would like to encourage the Parks Board to attend - they are supporting our parks after all.

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 9:27 a.m.

Mike Way, Chairman

