

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

August 20, 2014

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Cmr. **Alexander, Beaman, DuBois, Gaede, Polaczyk, Rand, Seitz, Snyder, Torres, and Way**
Ex-Officio: **Scott Robbins**, County Parks Director
Staff: **Mike Hoskins and Becky Humphrey**
Visitors: **Adam Brown** Deputy County Administrator, **Kay Dunkel**, Spring Arbor resident, **Margaret Myers, Mark Ott**, President, FFWT.

APPROVAL OF AGENDA

Moved by Rand, supported by DuBois to approve the August 20, 2014 agenda. Motion carried.

APPROVAL OF MINUTES

Moved by Rand, supported by Torres to approve the July 16, 2014 Minutes. Motion carried.

PUBLIC COMMENT

Kay Dunkel – Thank you for the work done on the breech work at Lime Lake.

July 2014 FINANCIALS

Moved by Rand, supported by Polaczyk to receive the July 2014 Financial Reports. Motion carried.

Moved by Seitz, supported by DuBois to approve the July 2014 Claims Report. Motion carried.

COMMUNICATIONS

1. Letter from Make-A-Wish Michigan
Re: Thank you
2. Letter from Cascades Park Foundation
Re: Inter-City Trail Connector
3. The Cascades Signage Donation
4. **Friends of the Falling Waters Trail** minutes of July 15, 2014
5. **Cascades Park Foundation** minutes of July 16, 2014

6. **Jackson County Parks Association** (No meeting in July).

7. **Cascades Inc. n/k/a Jackson Civil War Society** (No Minutes)

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

Moved by Torres, supported by Seitz to support the new donated sign project contingent with approval from Summit Township and with Cascades Falls name on the sign changed to The Cascades and the font to match the other signage in the park. Motion carried.

DIRECTOR'S REPORT

Flannery Properties – We have submitted the documentation to the City of Jackson for the property split requirement. Documentation will then be sent to MDNR for final review so that we can proceed with the closing procedures.

Cascades Golf Course- The application for the transfer of the liquor license is still in process with the Michigan Liquor Control Commission. Renovations of the club house are nearing completion and ready for beverage delivery.

Well Pump for Irrigation System-

Golf staff has solicited 3 competitive bids from Browns Drilling, Raymer, and ProPump Controls. The lowest and best bid was received from Brown Drilling for \$23,687.00. In addition to that bid the Parks Department has incurred costs of \$6,184.00 for the original time, labor and materials for the investigation and attempted retrieval of the pump, well casing and discharge assembly. The Parks and Fair Director recommended to the Agencies and Affairs and the Board of County Commissioners to budget and appropriate from the Fund Balance up to \$35,000 for replacement and installation of a new pump, well column and discharge head assembly for the Cascades Golf Course irrigation system. The request was approved on 8/19/2014. We are in the process of ordering and scheduling the installation for the new system.

Swains Lake Campground- The RFP is being released for the replacement of the Swains Lake Bathhouse on August 15th and the bid opening will be on August 28 at 2:30 pm at the County Tower Building. Completion date for this project is forecasted to be April 1, 2015. The Recreation Passport grant for \$45,000 is effective until July 30, 2015.

Lime Lake Breech- During the week of July 21th we (Cmr. Way, Community Service Workers, State Parole Department, Paul Rentschler, Lime Lake residents, and Park staff) worked together to complete the temporary coffer dam for Lime Lake. ASTI Environmental will be submitting plans to the MDEQ for approval of a permanent and sustainable repair to the breech.

Cascades Champion Team- The team has been meeting since May 28th. At our last meeting on August 6th we signed an agreement to have the Jackson Community Foundation to be the fiduciary for all of our fundraising efforts as we move forward with the Cascades renovations. Also, 3 RFQ's for engineering services were received on July 7th from DLZ, Progressive and The Spicer group. After the review and evaluation process by County staff, The Spicer Group was selected as the most qualified engineering firm for the completion of Phase 1 of the renovations. The staff report was

presented to Agencies and Affairs and the Board of County Commissioners to request approval for funding of \$47,700 to hire The Spicer Group to begin engineering drawings and specifications for Phase 1 of the renovations.

The Cascades –

Underground Pump Station –

On July 5th at around 11:00pm the underground pumping system that chlorinates and pumps the water for the Cascades had a rupture in one of the plumbing lines. The room was approximately 3 feet underwater within a couple of hours. Our staff responded to the scene and began pumping the water out and finally stabilized the rupture. The following morning it was determined that the main pump motor, chlorinating pump and the electrical panels were not functioning. The staff switched out the main motor with a back-up motor, by-passed the chlorinating pump and dried out the electrical panel all in time to have the Cascades up and running for the Sunday evening show. Work continues to repair the main motor and the chlorinating pump motor has been replaced.

Last month the repaired main motor was re-installed and the system is functioning very well.

Hobo Fountain at the Urban Fishery-

As mentioned at our last Board meeting the well system for the Hobo fountain had a mechanical failure. The motor, electrical system and drop pipe were all replaced. Browns Drilling, Raymers and LJT submitted proposals and LJT was selected as the lowest and best bidders for \$6,000. A new control box was also installed at a cost of \$900. General operating funds were used for this repair.

Moved by Polaczyk, supported by Rand to receive the Director's report. Motion carried.

Moved by Polaczyk, supported by Snyder to recommend to the Board of Commissioners to approve hiring The Spicer Group for their engineering services in the amount of \$47,700 for the completion of Phase 1 of The Cascades renovation project. Motion carried.

OLD BUSINESS

Memorial Bench for Karen Dunigan

Moved by DuBois, supported by Torres recommends sending a thank you to the Dunigan Family for the beautiful bench located in Sparks Park as a memorial for their sister, Karen Dunigan. Motion carried.

Southwest Little League Proposal - Discussion

NEW BUSINESS –

Resignation of Mike Rand

Moved by Torres, supported by DuBois to accept with regrets, Mike Rand's resignation for the Jackson County Park Board. Motion carried.

Jackson Civil War Muster

Moved by DuBois, supported by Rand to approve the Special Tribute for the Jackson Civil War Muster 30th Anniversary, with corrections and changes done. Motion carried.

PUBLIC COMMENT – None

COMMISSIONER COMMENTS –

Cmr. Alexander – Informational – September 26th press conference regarding the 2015 Labor Day Big Mitten State Fair and Festival event held at MIS.

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 8:44 a.m.

Mike Way, Chairman

Jackson County Parks & Recreation Commission