

**JACKSON COUNTY PARKS COMMISSION**  
**Jackson County Parks Boardroom**  
**1992 Warren Avenue**  
**Jackson, MI 49203**



January 3, 2018

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

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

**Present:** Cmrs. **Beaman, Edgar, Lloyd, Price, Seitz, Shotwell, Torres, Way and Williams**  
**Excused:** Cmr. **Snyder**  
**Ex-Officio:** **Jeff Hovarter**, Parks Director  
**Staff:** **Becky Humphrey, Kyle Lewis, and Jack McCloughan**  
**Visitors:** **Roger Gaede and Mike Overton**, County Administrator

## **ELECTION OF OFFICERS - 2018**

**Moved by Beaman, supported by Seitz** to nominate Mike Way as Parks Board Chair. Motion carried.

**Moved by Price, supported by Edgar** to nominate Jan Seitz as Parks Board Vice Chair. Motion carried.

**Moved by Lloyd, supported by Edgar** to nominate Kenny Price as Parks Board Secretary. Motion carried.

## **APPROVAL OF AGENDA**

**Moved by Edgar, supported by Price**, to approve the January 3, 2018 Agenda as amended by removing 7F - Creation of New Events & Facilities Coordinator Position and 7H - Parks Assets Evaluation Report. Motion carried.

## **PUBLIC COMMENT**

**Roger Gaede** – At the December County Agencies and Affairs Committee meeting, I talked about groups of county population which are users of the county parks. A more appropriate name for groups would demographics. The Parks need to operate as a business which involves a product and/or service; but to excel; the parks need to add value through continuous improvement. If the added value does not persist, then competition will take over. Everyone have a Happy and Healthy New Year!

## **APPROVAL OF CONSENT AGENDA**

December 2017 Minutes  
Communications  
Monthly Staff Report for January 2018  
Receive November 2017 Financial Report  
Receive November Financial Summary Report  
Approval of November 2017 Claims Report

**Moved by Price, supported by Seitz** to approve the January 2018 Consent Agenda. Motion carried.

## COMMUNICATIONS

1. Jackson Community Foundation  
Re: November 2017 Donations for The Cascades Project
2. **Cascades Park Foundation** minutes – November 21, 2017
3. **Champion Team** minutes - No Meeting
4. **FFWT Board** minutes – No Meeting
5. **Jackson County Parks Association** minutes – No Meeting

## MONTHLY STAFF REPORT

- ⇒ I am projecting a positive yearend balance in both the Parks Fund and the Golf Course Fund. Revenues at the Cascades as well as both campgrounds showed positive growth over 2015 and 2016 numbers. Pleasant Lake saw a 58% increase, Swains Lake a 27% increase, and the Cascades saw a 21% increase in revenues over 2016. Overall expenses were up in these business units also but revenue increases still out paced increases in expenses by a wide margin. Parks Administration expenses will likely exceed the budgeted amount due to added staffing costs both full time and casual. However both the Parks General Maintenance and Parks Equipment Maintenance Business Units will be under spent offsetting any negative balances in Parks Administration. I will provide a final summary of the County Parks Operating Fund at the February, 2018 board meeting. I will also provide a final financial summary of the various parks capital funds at that time. The Golf Course Fund saw a 2% increase in revenues over 2016. The 2017 Golf Course Fund operating performance (before indirect service charges and debt payments) will produce a \$97,607 positive balance in comparison to \$99,402 in 2016.
- ⇒ Selection of a Design/ Build Firm to lead the Fairgrounds Events Center Project is schedule for County Commission approval during the January, 2018 County Commission meeting cycle. I will be making a presentation on the selection process and the Fair Board recommendation on January 2, 2018 at County Commission Study Session. The Fair Board approved a recommendation to contract with Rockford Construction (Progressive A/E Architects) in the amount of \$905,985 to provide design and construction management of the project. The overall project is not to exceed \$6,000,000. Rockford Construction was the lowest qualified firm and was determined to provide the most experienced design and construction team as it relates to building events and conference centers.
- ⇒ Jackson Department of Transportation and our staff are partnering to complete a comprehensive land survey of the 45 acres fairgrounds. This project is being done in preparation for the construction of the new events center as well as in anticipation of the Fairgrounds Track Removal and Infield Renovations Project. We expect that both projects will be approved and in design by March 1, 2018. Both projects should break ground immediately after the 2018 Jackson County Fair.
- ⇒ At the December, 2017 meeting, the Parks Board approved the establishment of a board subcommittee to explore strategies for developing a long term source of operating and capital improvements funding for Jackson County Parks. Subcommittee members are to be Steve Shotwell, Mike Way, Jan Seitz, and John Williams. Staff is tentatively planning a joint meeting for January 10, 2018 with the new board subcommittee and the Champions Team (the citizens group who has been raising funds for the Cascades over the past few years) to discuss ideas/ options for exploration.

⇒ There has not been any recent progress on the development of a partnership agreement with the Nature Conservancy as it relates to the Burns Property in Liberty Township. We did receive our annual payment from Weir Farms who have a five year lease with the County Parks to farm portions of the Burns property. That lease will expire on December 31, 2019. It would be our intent to work out a long term agreement with the Nature Conservancy to begin managing the Burns Property, along with the adjacent three hundred acres they already own and manage, creating a large regional county park that would be opened to the public for hiking, outdoor conservation programming, and canoeing/ kayaking.

## **BUSINESS ITEMS**

### **Iron Bell Trail Grant**

**Moved by Price, supported by Lloyd** to approve the submittal of the Iron Bell Trail Grant. Motion carried.

### **Golf Course Operational Changes – Short Course & Driving Range**

**Moved by Williams, supported by Beaman** to approve the Short Course & Driving Range Operational changes as presented. Motion carried.

### **Golf Course Equipment – Purchase of Range Ball Retrieval Equipment**

**Moved by Lloyd, supported by Price** approval to purchase the replacement equipment of a new Range Ball Retrieval Equipment at Cascades Short Course. Motion carried.

## **PUBLIC COMMENT**

**Roger Gaede** – The requirement for six foot leash will cause problems because many people use re-ractable type leashes.

Animals at beaches will need to accommodate those which are to be valid to be with the person; i.e. assist or monitoring the person.

For water access, the key word is “preserve” because there has been a loss of fens and wetlands. So with fens and wetlands preserve, then appropriate access to their “waters” can be accomplished.

Is the ball retrieval cart electric or motor driven? If electric, the battery replacement will need to be forecasted.

## **DIRECTOR COMMENTS – None**

## **COMMISSIONER COMMENTS**

**Cmr. Beaman** – Would just like to say the Jeff, you have been a great addition to the Parks Department; Thank you! You have demonstrated your leadership with restructuring the department and all that entails, the Cascades Splash Pad; you are clearly getting things done, thank you.

**Cmr. Price** – As a Thank you to Bob DuBois for his work on the Parks Board, can we do a certificate for him and see if he can make it to the next meeting and present him with it?

## **ADJOURNMENT**

There being no further business, the meeting adjourned to the call of the Chair at 9:26 a.m.

**Mike Way, Chairman**

Jackson County Parks Commission