

JACKSON COUNTY PARKS COMMISSION
Jackson County Fair Office Conference Room
200 W Ganson Street
Jackson, MI 49201



October 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, Snyder, Videto, Way and Williams**
Ex-Officio: **Kyle Lewis**, Manager of Parks Facilities & Events
Staff: **Becky Humphrey, Emily Thomas, Jack McCloughan, and Mark Vysoky**
Visitors: **Mike Overton**, County Administrator, **Roger Gaede, Rod Walz**, County Commissioner, **and John Wilson**

Pledge of Allegiance

APPROVAL OF AGENDA

Moved by Price, supported by Videto to approve the October 3, 2018 Agenda. Motion carried.

PUBLIC COMMENT –

Roger Gaede – I would like to meet with Parks personnel about design concepts that are intended to reduce “wash out” due to boaters using “power loading”.

APPROVAL OF CONSENT AGENDA

September 2018 Minutes
Communications
Monthly Staff Report for October 2018
Receive August 2018 Financial Report
Receive August 2018 Financial Summary Report
Approval of August 2018 Claims Report

Moved by Videto, supported by Edgar to approve the October 3, 2018 Consent Agenda. Motion carried.

COMMUNICATIONS

1. **Letter from Shelley Jusick, Jackson Magazine**
Re: Best Public Golf Course
2. **Jackson County Parks Association** – July 17, 2018 meeting minutes
3. **Cascades Park Foundation** - September 18, 2018 meeting minutes

Jackson County Parks and Recreation Commission
October 3, 2018

MONTHLY DIRECTOR'S REPORT

⇒ **The Cascades:** Overall attendance at The Cascades/Splash Pad for 2018 totaled 30,789 (compared to 33,172 in 2017). The Splash Pad accounted for \$11,693 of the total, compared to \$11,971 in the inaugural 2017. Attendance for The Cascades totaled \$19,096, compared to \$21,201 in 2017. There were 17 birthday parties at the splash pad in 2018, compared to 7 in 2017.

Camping: Swains Lake Campground saw 1,500 camping nights for the 2018 season. This is down from the nearly 1,700 in 2017, but still 6% higher than an average of the previous six seasons. Pleasant Lake Campground saw 1,300 camping nights for the 2018 season. This is down from the nearly 1,500 in 2017, but still 17% higher than an average of the previous six seasons.

Special Events and Picnic Shelter Rentals: The park system managed 25 special event applications/special events for 2018. 20 of the events were at Sparks Park and the other five were at Grass Lake County Park.

BCycle Attendance: Through September 17, 2018, there have been 754 BCycle trips for the season. There were 857 total trips in 2017. The average trip is 97 minutes. Weather-permitting, the BCycle bikes will be available through the end of October.

⇒ **Roof Construction at The Cascades:** Bid proposals are currently being sought for the construction of new replacement roofs on the two primary buildings inside the Cascades. The current roof structures are nearly eighty years old and have reached the end of their useful life. The two existing roof structures are a flat roof design. We intend to replace them with a pitched roof/truss system and a standing seam metal roof covering. This will be a significant change to the architectural look of the buildings (more modern). However, the change will provide us with a 100-year warranty on the roof deck. I anticipate construction on the roofs will be completed this coming winter.

⇒ **A new walking/ cart path** has been constructed from the golf course clubhouse to the starting hole of the Short Course. We realigned the Short Course holes this past spring moving the starting tee box closest to the main clubhouse instead of the driving range down on Denton Road. This was done to reduce staff costs and encourage great use of golf carts to speed up play. The Driving Range ball dispenser has been very successful down at the Driving Range in lue of a staff person. The new path should be completed and opened for use near the end of September.

⇒ **Parks staff and Co Pro** are working on a mowing contract bid package for select out county parks for 2019. This will also include contracting leaf clean up in select parks. We hope to have a recommendation for the award ready for approval by December.

⇒ **New Rec Pro software** went live in September. Rec Pro is our new “point of sale” and facilities booking system for the county parks. This will allow us to improve cash management at our points of sale at the Cascades, Fairgrounds, and Park office. It will also allow the public to self-serve over the internet in making a picnic shelter reservation or campground reservation. The software will be a very important tool in managing sales and events at the new events center. Staff will be learning and working out the kinks this fall during a slow time in terms of public activity.

⇒ **Events Center/ Track Removal & Infield Renovations Update:** Select trees have been removed from the fairgrounds site. The new events center footprint has been marked by Spicer Engineering and we

anticipate the asphalt inside the footprint will be removed and stockpiled on site for recycling sometime this week. Construction fencing will go up early next week on site, and construction signs will follow soon after. Aladdin Electric is currently working on getting temporary power to the existing American 1 and to the north end barns while de-energizing the power to the areas of the fairgrounds surrounding the track and parking lots. I anticipate poles and fencing around the track will come down by the end of the month. The rose shrubs are being carefully moved to temporary beds in the green space next to the existing American 1 building. Finally, HVAC, electrical, and plumbing proposals have been received by Rockford from contractors. The proposals are being reviewed and conversations with the contractors are underway. I anticipate we will be able select/ bring on board these trade disciplines within the next two weeks to assist with final HVAC, electrical, and plumbing designing. We are reaching out to both City Engineering and Planning & Zoning Departments to begin the plan review process in the next two weeks.

⇒ **I will be attending** the International Entertainment Buyers Association (IEBA) Trade Show, September 30 thru October 3rd in Nashville. This is where we meet with our entertainment broker and begin to form the entertainment schedule for the following year's county fair (2019). This year IEBA Show falls during our October 3rd Parks Board meeting. Kyle Lewis will be Acting Director during my absence.

BUSINESS ITEMS

2019 County Parks Capital Improvements Budget

Moved by Shotwell, supported by Beaman to recommend approval to the County Board of Commissioners as recommended by the Park Director's the 2019 County Parks Capital Improvements Budget. Motion carried.

Sparks Foundation County Park Vault Toilet Purchase & Installation

Moved by Shotwell, supported by Seitz to postpone the decision of approving the expenditure of the Vault Toilet Purchase and Installation to the November Parks Board meeting. Motion carried.

PUBLIC COMMENT

Roger Gaede – Refer to Director's report; second page, second item from the top: What is CoPro? That phrase has not been defined. Is it an acronym? Would like more information on that?

County Commissioner Rod Walz – Has heard from constituents about unsavory activity at Pleasant Lake Park at night. They have concerns, especially with the gates being left open. The concerns he has heard are mainly from citizens in the Maiden Lake area. Just wanted to pass the information along to Parks staff.

DIRECTOR COMMENTS - None

COMMISSIONER COMMENTS

Cmr. Shotwell – Last month we had two residents from Portage Lake area; has there been any conversations with them regarding moving forward into 2019? Discussion.

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 8:32 a.m.

Mike Way, Chairman

Jackson County Parks Commission

Jackson County Parks and Recreation Commission

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