

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

December 16, 2015

CALL TO ORDER: Mike Way, Chairman at 8:10 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Cmsrs. **Alexander, Beaman, DuBois, Gaede, Polaczyk, Price, Seitz, Snyder, and Way**

Excused: Cmr. **Torres**

Ex-Officio: **Adam Brown**, Interim Parks Director

Staff: **Becky Humphrey, Mike Hoskins, Dan Lusty**

Visitors: **Larry Lloyd**, 2016 Park Commissioner

APPROVAL OF AGENDA

Moved by Polaczyk, supported by Seitz to approve the December 16, 2015 Agenda. Motion carried.

APPROVAL OF MINUTES

Moved by Snyder, supported by Seitz to approve the November 2015 Meeting Minutes. Motion carried.

PUBLIC COMMENT –

Larry Lloyd – Wanted to stop in and introduce himself. He was appointed to the Park Commission beginning in 2016. And wanted to say that Roger Gaede did a tremendous job as a Park Commissioner. Larry is looking forward to being a part of this organization and is looking forward to all the great things to come.

NOVEMBER 2015 FINANCIALS

Moved by Snyder, supported by Polaczyk to receive the November 2015 Financial Reports. Motion carried.

Moved by Seitz, supported by Beaman to approve the November 2015 Claims Report. Motion carried.

COMMUNICATIONS

1. Press Release
Re: Jackson Community Foundation Grant
2. Letter from Experience Jackson, Mindy Bradish-Orta, Executive Director
Re: Sponsorship for Michigan Trails Magazine
3. Letter from Experience Jackson, Mindy Bradish-Orta, Executive Director
Re: Sponsorship for Foot Golf

4. Letter from Experience Jackson, Mindy Bradish-Orta, Executive Director
Re: Other Sponsorship Requests
5. E-mail from Frank Passic
Re: Lime Lake Dive Parking Lot
6. E-mail from Grant Bauman, Region 2 Planning Commission
Re: MNRTF Grant Award Recommendations
7. Memo from James Latham, Director of Finance
Re: 2015 Budget Amendments
8. **Cascades Park Foundation** Amended Minutes of September 16, 2015 and October 21, 2015
9. **Cascades Park Foundation** Minutes of November 18, 2015
10. **Friends of the Falling Waters Trail** Minutes of November 3, 2015
11. **Jackson County Parks Association** – No Meeting
12. **The Champion Team** - No Meeting
13. **Cascades Inc./Jackson Civil War Society** (No Minutes)

Moved by Beaman, supported by Gaede to receive the communications. Motion Carried.

Moved by Seitz, supported by DuBois to approve the Budget Amendment for the Transfer Out – Golf Course/Transfer In - Parks. Motion carried.

DIRECTOR'S REPORT

Trail Connector Project – A press release went out recognizing our donors from the Jackson Community Foundation who collectively gave us \$40,000. The Parks Foundation has contacted me and requested to meet to discuss a donation to the trail connector project.

We received notice from the Michigan Department of Natural Resources (MDNR) that we are being recommended for funding in the amount of \$173,500 for our trail connector project. With this money and the funds from the Jackson Community Foundation, we will be able to move forward with design. I plan on working on a request for qualifications (RFQ) for engineering services before the next Parks Commission meeting.

Not only was Jackson County awarded funds for our trail connector, but both the City of Jackson (\$300,000) and Summit Township (\$94,000) project were funded as well as a project being managed by the MDNR for the Lakeland Trails rail to trail project from M-52 to Parnall Rd., in the amount of \$300,000. This is fantastic news for the Jackson County trail network. Scott Robins and Grant Bauman are to be commended for

putting together such a great grant request and for coordinating efforts with the City of Jackson and Summit Township.

Golf – We were able to open the golf course back up for business the week of December 7 through December 13. We made enough money to justify opening.

The wash pad was completed. We are working with our volunteer gardener to look at some greenery that can be used to conceal the work area and make it more attractive.

We would like to utilize the Flowering Tree Project to spruce up the parking lot area around the golf course. We will be contacting Stan Mazur to see if he can provide 6-12 flowering trees around the golf course parking lot.

The block walls have been added to the sand containment pad. Three different bins have been created that can be used for sand, soil, gravel, or mulch. This will make delivery and use much easier for staff and vendors while reducing waste and spill.



Cascades Champion Committee – An application for a grant through the Weatherwax Foundation is in the process of being put together. A prospective donor list was created. We are ready to schedule a meeting with the Champion Team to coordinate the funding campaign for Phase II.

I continue to work on a Request for Proposal (RFP) for concessionaire services at the Cascades. I plan to have that ready for distribution by December 18, 2015.

Pleasant Lake Park – The pad for the Cabin has been poured at Pleasant Lake. A check was received from the Parks Association to pay for the Cabin. The specifications have been made to get the cabin under construction.

There are 8-10 trees that will be coming down at the park that are dying from the inside and pose a risk to park users.

Deer Cull – Our understanding is that Aaron's Nuisance is waiting on final paperwork from the city to set the dates for the cull.

Volunteer Recognition – We would like to plan a recognition lunch for volunteers at the January Parks Commission Meeting. Staff will be working together to identify volunteers with significant contributions.

Horton Mill Pond/Snyder Park – The Township held a meeting with residents and the Sheriff’s Department to address the safety concerns. Commissioner Alexander was able to attend the meeting. We are following up with questions from the residents.

Mechanic – Our Mechanic was able to return to work on December 8 from a medical leave.

Director Recruitment – The Human Resources Director and I screened applicants by phone on the 14th of December. We intend to begin setting up interviews with candidates that pass the initial screening. In consultation with the Parks Commission Chair and Administrator/Controller the committee is proposed to be made up of Parks and County Commissioner John Polaczyk, Parks Commissioner Joseph Beaman, Fair Board and County Commissioner Phil Duckham, Administrator/Controller Mike Overton, Human Resources Director Richard Martonchik, and myself.

End of the Year Donation - I received a call from a local foundation. They are considering making a grant to the Jackson County Parks in the amount of approximately \$35,000 to pay for a bike rental system at a trail head along the Falling Waters Trail. The only obligation we would have is to pour or have poured a 10 foot by 12 foot cement pad at the chosen location. They are open to either the Weatherwax Trailhead or the Teft Road Trailhead. The system is off the electric grid, run by solar power and uses wireless communication. They are proposing a stand with 6 bicycles. A picture of something similar to what is being proposed is shown below.

This entity has also committed to making a donation to the trail connector project. My understanding is that they would like to make this donation before the end of the current calendar year.



Training at the Urban Fishery – Summit Township began using our Urban Fishery pond on December 10 and will be using it again on Friday the 11th and Tuesday the 15th to train with new rescue equipment. They are covered under their own insurance policy. We enthusiastically authorized use of our facility.

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

OLD BUSINESS –

Deer Cull update – It was approved by City Council; we will be notified of the specific dates.

Lime Lake Restoration Project – The local landowners just want to be kept apprised of the progress for this project.

Meeting Minutes from Cascades Inc. – It is requested that the minutes of Cascades Inc. be a part of the Parks Board packet.

NEW BUSINESS -

2015 Donation

Moved by Beaman, supported by Snyder to move forward and accept the donation from Hurst Foundation for the Bike Rental System at a trailhead along the Falling Waters Trail and the donation to the Trail Connector project. Motion carried.

2016 Parks Commission Meeting Schedule

Moved by DuBois, supported by Snyder to accept the 2016 Park Commission Meeting Schedule. Motion carried.

1776 Musical

Moved by Snyder, supported by Beaman to support the Interim Parks Director to execute a Special Events agreement with Center Stage Jackson for the production of the musical 1776 in accordance with the requirements set forth in the staff report dated December 11, 2015. Motion carried. Nay - Alexander

Lakeland Trail

Moved by Snyder, supported by Price to make a recommendation with respect to the route of the "non-motorized Trail Network" connecting the Lakeland Trail to the trail system currently situated within Jackson County and the City of Jackson, recommending that the "link" follow the Grand River rather than along Copper Street. Motion carried.

2016 Cascades Golf Course Proposed Fees

Moved by Beaman, supported by Snyder to accept the 2016 rates as proposed. Motion carried.

2016 Parks and Campground Proposed Fees

Moved by Seitz, supported by Snyder to accept the 2016 fees as proposed. Motion carried.

2016 The Cascades Fees

Moved by Alexander, supported by Snyder to accept the 2016 fees as proposed. Motion carried.

2015 Budget Adjustments

Moved by Alexander, supported by Gaede to approve the Budget Adjustment submitted by James Latham, Director of Finance to Personnel and Finance and the Board of County Commissioners as it pertains to the Parks Department. Motion carried.

PUBLIC COMMENT – None

COMMISSIONER COMMENTS –

Cmr. Price –

- Is everyone aware that Watkins Lake State Park – a portion of the lake is in Jackson County – Thorne Lake.
- The Fitness Council Board of Directors is now being dissolved.
- Is there any future plans to restock the Urban Fishery pond and to put a barrier up so the fish will not go into the lagoons?

Cmr. Gaede –

- It is correct that the Grand River enters and exits on the west side of Columbia Township.
- This is my last meeting as a Park Commissioner and it has been good working with everyone.

Cmr. Beaman –

- Would like to thank the Golf Course Superintendent for all the great improvements at Cascades Golf Course; Thank you!
- Spoke with Sheriff Rand and when you want to coordinate efforts for any of the park issues, the Sheriff's department, the State Police and the local law enforcement are willing to work with us. We just need to let them know.
- Steve Robbins from the State said whenever we need work done, please call to get parolees – they are looking for ways to get parolees out in the community.
- If anyone has any questions they would like asked or concerns asked of the candidates for the Parks Director's position, please call and let him know.

ADJOURNMENT

There being no further business, the meeting adjourned to the call of the Chair at 9:50 a.m.

Mike Way, Chairman

Jackson County Parks & Recreation Commission