

FINANCE COMMITTEE AGENDA

February 19, 2020

7:30 AM

304 E. Grand River, Board Chambers, Howell MI 48843

Pages

1. **CALL MEETING TO ORDER**
2. **ROLL CALL**
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Meeting minutes dated: February 5, 2020
4. **TABLED ITEMS FROM PREVIOUS MEETINGS**
5. **APPROVAL OF AGENDA**
6. **CALL TO THE PUBLIC**
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9.	CLOSED SESSION	
	Discuss Written Legal Opinion Pursuant to MCL 15.268(h)	
10.	CLAIMS	
	Dated: February 19, 2020	
11.	PREAUTHORIZED	
	Dated: February 6 through February 19, 2020	
12.	CALL TO THE PUBLIC	
13.	ADJOURNMENT	

FINANCE COMMITTEE

MEETING MINUTES

February 5, 2020, 7:30 a.m.

304 E. Grand River, Board Chambers, Howell MI 48843

Members Present Carol Griffith, Douglas Helzerman, Kate Lawrence , Wes Nakagiri, Donald Parker, Robert Bezotte, and Gary Childs

Members Absent William Green and Dennis Dolan

1. CALL MEETING TO ORDER

The meeting was called to order by Commissioner Griffith at 7:30 a.m.

2. ROLL CALL

Indicated the presence of a quorum.

3. APPROVAL OF MINUTES

a. Meeting minutes dated: January 22, 2020

b. Closed Session minutes dated: January 22, 2020

Motion to approve the minutes as presented.

Moved by: K. Lawrence

Seconded by: G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

4. TABLED ITEMS FROM PREVIOUS MEETINGS

None.

5. APPROVAL OF AGENDA

Motion to approve the Agenda as presented.

Moved by: D. Helzerman

Seconded by: G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

6. CALL TO THE PUBLIC

Hon. Michael Hatty introduced Marissa Lutz, Administrator for the 53rd District Court, she began her employment this past Monday.

7. REPORTS

7.1 Renovation Needs Assessment for the Sheriff's Office

Sheriff and Redstone Architects

Sheriff Murphy began the report with explanation that there is no decision from the Board of Commissioners being requested today and introduced Dan Redstone, President of Redstone Architects. Mr. Redstone presented plans and estimates of two options to enhance the operations, safety, and security for personnel and visitors of the Sheriff's Office.

7.2 EMS Building Use

Cindy began the discussion with explanation that Therese Cremona was not able to be present today and that Dave Feldpausch is here to answer any questions. Mr. Feldpausch expressed challenges with allowing public access to conference rooms in the EMS Public Safety Complex. A direction was recently drawn with allowing use for public safety purposes and county employees.

Cindy explained that the conversation has been brought to the Finance Committee for Commissioners to provide direction to the EMS Director. This is not establishing a policy which would require a resolution for the Board of Commissioners.

The Board's consensus was to restrict access for building use to be used only for public safety and County employees.

8. RESOLUTIONS FOR CONSIDERATION

8.1 Human Resources

Resolution Approving the Tentative Agreement for a Three (3) Year Agreement between the Livingston County Courts, the Livingston County Board of Commissioners, and the Michigan Association of Public Employees representing Court Employees

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: D. Parker

Jennifer Palmbo explained that this resolution is revised and brought by the request of Commissioner Helzerman.

Commissioner Helzerman explained why he asked for this. This resolution is saying that the Board's authority is to say this contract is within the budgetary limitations that have been set by the Board of Commissioners.

Discussion.

Yes (5): C. Griffith, D. Helzerman, K. Lawrence , D. Parker, and G. Childs

No (2): W. Nakagiri, and R. Bezotte

Absent (2): W. Green , and D. Dolan

Motion Carried (5-2-2)

8.2 Administration

Resolution Authorizing the entering into contract for a Structural Analysis and Multi-Year Financial Plan for Emergency Medical Services (EMS)

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.3 Animal Shelter

Resolution Authorizing a Budget Amendment for Completion of the Animal Shelter Surgical Area Renovation Project

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.4 Equalization

Resolution Authorizing an Agreement with LandMark Appraisal Company to Provide Commercial Property Appraisal Services for the Livingston County Equalization Department

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.5 Facility Services

Resolution Authorizing an Appropriation of Funds to Cover the Cost of Remodeling the DHHS Offices Located at 2300 East Grand River

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.6 Health Department

Resolution Authorizing Hiring and Promotion Discretion Between Two Positions In The Health Department -Environmental Health Division

Recommend Motion to the Board of Commissioners.

Moved by: D. Parker

Seconded by: G. Childs

Yes (5): C. Griffith, K. Lawrence , D. Parker, R. Bezotte, and G. Childs

No (2): D. Helzerman, and W. Nakagiri

Absent (2): W. Green , and D. Dolan

Motion Carried (5-2-2)

8.7 Information Technology

Resolution Authorizing Reclassification of the Senior Public Safety Technology Specialist and Public Safety Technology Specialist Positions

Recommend Motion to the Board of Commissioners.

Moved by: R. Bezotte

Seconded by: D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.8 Car Pool

Resolution Authorizing Capital Expenditure and Budget Amendment for Replacement Juvenile Court Van

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.9 LETS

Resolution Authorizing FY 2021 Specialized Services Contract Between the Michigan Department of Transportation and the County of Livingston

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: R. Bezotte

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.10 LETS

Resolution of Intent to Apply for FY 2021 Congestion Mitigation and Air Quality (CMAQ) Grant for Six Expansion Buses for Proposed Grand River Service

Recommend Motion to the Board of Commissioners.

Commissioner Nakagiri include language that it is not our intent to General Fund dollars.

Moved by: R. Bezotte

Seconded by: G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.11 Veterans Services

Resolution Approving the Creation of a Part-Time Driver Position in the Veterans' Services Department

Recommend Motion to the Board of Commissioners.

Moved by: D. Helzerman

Seconded by: K. Lawrence

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs
Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.12 Veterans Services

Resolution Authorizing an Agreement with the Michigan Veterans Affairs Agency to Support the Livingston County Veterans Services Office to Enhance and Improve Operations

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs
Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.13 Board of Commissioners

Resolution to Accept Recommendation of the Broadcast Committee to Record Full Board Meetings

Recommend Motion to the Board of Commissioners.

Moved by: G. Childs

Seconded by: D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs
Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

8.14 Board of Commissioners

Resolution Restating and Revising the Urban Cooperation (1967 Public Act 7) Agreement Creating The Southeast Michigan Consortium

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: W. Nakagiri

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs
Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

9. ANNUAL REPORTS

9.1 MI Works! Southeast

William Sleight, Director

10. CLAIMS

Dated: February 5, 2020

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

11. PREAUTHORIZED

Dated: January 23 through February 5, 2020

Recommend Motion to the Board of Commissioners.

Moved by: K. Lawrence

Seconded by: G. Childs

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

12. CALL TO THE PUBLIC

None.

13. ADJOURNMENT

Motion to adjourn the meeting at 9:11 a.m.

Moved by: K. Lawrence

Seconded by: D. Helzerman

Yes (7): C. Griffith, D. Helzerman, K. Lawrence , W. Nakagiri, D. Parker, R. Bezotte, and G. Childs

Absent (2): W. Green , and D. Dolan

Motion Carried (7-0-2)

Natalie Hunt, Recording Secretary

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Adopting in Concept Livingston County’s 2020 – 2024 Strategic Plan - Administration

WHEREAS, the Livingston County Board of Commissioners started a 5-year strategic planning process in 2019, in which four strategic areas including Infrastructure, Finances, Sustainable Services, and Human Resources were identified; and

WHEREAS, four focus groups containing Department Directors, Elected Officials, and county employees were established to create goals to complete over the next five years for each of the strategic areas; and

WHEREAS, many hours of deliberation and discussion went into the development of each strategic area’s goals and priorities throughout 2019, culminating in the creation of the Livingston County 2020 – 2024 Strategic Plan; and

WHEREAS, the 2020 – 2024 Strategic Plan is a living document that is intended to be a 5-year plan to improve Infrastructure, Finances, Sustainable Services, and Human Resources so Livingston County can continue its mission to be an effective and efficient steward in delivering quality services to improve the quality of life for all who work, reside, and play in Livingston County.

THEREFORE, BE IT RESOLVED that the Livingston County Board of Commissioners hereby adopts in concept the Livingston County 2020 – 2024 Strategic Plan.

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**MOVED:
SECONDED:
CARRIED:**

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: February 19, 2020

Resolution Authorizing the County Treasurer to Establish the Federal REDD Grant Fund 218 and Authorization of a Budget Amendment for the Livingston County Trial Courts – Juvenile Court

WHEREAS, the Livingston County Juvenile Court has been awarded a REDD (Racial and Ethnic Disparities Data Collection) Grant through MDHHS as a pass through of U.S. Dept. of Justice Funds, which was authorized by resolution 2019-08-117; and

WHEREAS, the U.S. Department of Justice Grant Financial Guide states that the accounting systems of recipients and sub recipients must ensure that agency funds are not commingled with funds from other Federal or private agencies; and

WHEREAS, it is the intent of the Livingston County Treasurer to create Special Revenue Fund 218 as the “Federal REDD Grant” Fund in order to be compliant with the federal requirements; and

WHEREAS, a budget amendment of \$75,000 is required to establish the Special Revenue Fund 218 budget, once the fund is created.

THEREFORE BE IT RESOLVED that the Board of Commissioners hereby authorize the Livingston County Treasurer to establish Special Revenue Fund 218 as the “Federal REDD Grant” Fund.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes a budget amendment of \$75,000 for Special Revenue Fund 218.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing a Budget Amendment to the Fiscal-Year 2020 Budget – Fiscal Services

WHEREAS, the proposed amendment ensures compliance with the Uniform Budgeting and Accounting Act, as amended; and

WHEREAS, the proposed amendment recognizes projects that were approved in 2019 but goods or services were not received before year end; and

WHEREAS, these approved project purchase orders were liquidated in 2019 and will be reissued as 2020 purchase orders under the same departments and accounts as they were authorized in 2019; and

WHEREAS, the projects included in this budget amendment are:

- Audio / video and equipment replacement projects - Courts
- Phone recording system - Sheriff's Office
- Furniture/ office remodel - Register of Deeds and Public Defender's Office
- Interactive voice response permitting software - Building Inspection
- Two (2) new transit vans, fuel cloud management system and planning services for transit master plan- LETS

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners authorizes a Budget amendment to the Fiscal Year 2020 Budget in the following departments as illustrated below:

FUND #	FUND DESCRIPTION	APPROVED 2020 BUDGET	PROPOSED AMENDMENT	2020 AMENDED BUDGET
101	General Fund	\$ 51,631,504	\$ 26,545	\$ 51,658,049
260	Indigent Defense	\$ 2,531,423	\$ 696	\$ 2,532,119
542	Building & Safety	\$ 3,252,046	\$ 20,200	\$ 3,272,246
588	L.E.T.S.	\$ 5,229,988	\$ 158,497	\$ 5,388,485

BE IT FURTHER RESOLVED that the worksheet showing details of the above is available for review in the Fiscal Services Department offices.

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MOVED:

SECONDED:

CARRIED:

**2019 Purchase Order
Carry Forward Summary**

Fund #	Fund Description	ORG	OBJECT	Account Description	Resolution	PO#	Vendor Name	Order Amount	Balance	Description
101	General Fund	10116800	943012	New IT Hardware/Software	2019-11-172	19001418	IDENTIFY INC	\$ 41,998.00	\$ 11,085.00	CAMERAS & INSTALLATION AT JUDICIAL CENTER
101	General Fund	10126800	973000	Building Improvements		19001282	ADVANTAGE BUSINESS SYSTEMS LLC	\$ 23,744.47	\$ 924.51	BOOK SHELVING ROD RENOVATION
101	General Fund	10130100	943012	New IT Hardware/Software		19000890	INTERACTION INSIGHT GLR INC	\$ 29,069.00	\$ 14,534.50	PHONE RECORDING SYSTEM
101 Fund Total									\$ 26,544.01	

Fund #	Fund Description	ORG	OBJECT	Account Description	Resolution	PO#	Vendor Name	Order Amount	Balance	Description
260	Indigent Defense	26017200	747000	Supplies - Operating Equipment	2019-11-174	19001408	DISCOUNT OFFICE EQUIPMENT	\$ 41,886.25	\$ 696.00	FURNITURE FOR PUBLIC DEFENDER OFFICE
260 Fund Total									\$ 696.00	

Fund #	Fund Description	ORG	OBJECT	Account Description	Resolution	PO#	Vendor Name	Order Amount	Balance	Description
542	Building Inspection	54237100	977001	Software Purchase	2019-08-118		SELECTRON TECHNOLOGIES INC	\$ 38,000.00	\$ 20,200.00	INTERACTIVE VOICE RESPONSE PERMITTING SOFTWARE
542 Fund Total									\$ 20,200.00	

Fund #	Fund Description	ORG	OBJECT	Account Description	Resolution	PO#	Vendor Name	Order Amount	Balance	Description
588	L.E.T.S.	58853800	975000	Vehicle Purchase	2019-07-100	19000929	HOEKSTRA TRANSPORTATION INC	\$ 138,566.00	\$ 138,566.00	TWO (2) VANS
588	L.E.T.S.	58853800	973000	Building Improvements		19001429	CORRIGAN OIL CO II	\$ 9,930.49	\$ 9,930.49	FUEL CLOUD FUEL MANAGEMENT SYSTEM
588	L.E.T.S.	58853800	801000	Professional Consultant		19001354	AECOM GREAT LAKES INC	\$ 10,000.00	\$ 10,000.00	PLANNING SERVICES FOR TRANSIT MASTER PLAN
588 Fund Total									\$ 158,496.49	

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing an Agreement with Battery Solutions, LLC. to Provide Battery Recycling Services - Drain

WHEREAS, Livingston County coordinates a battery recycling collection and disposal program as an objective of its Solid Waste Management Plan; and

WHEREAS, in accordance with the County’s Procurement Policy, a formal bid process was performed and submitted proposals were evaluated; and

WHEREAS, Battery Solutions, LLC. of Wixom, Michigan submitted a proposal to provide battery recycling collection and disposal services per the itemized Attachment A BAFO proposed rates in RFP-LC-19-06 for a (3) three-year term beginning March 1, 2020 to March 1, 2023 with up to (2) additional one-year renewals for a total contract period not to exceed (5) years; and

WHEREAS, Battery Solutions, LLC. has agreed to extend this pricing to the Michigan Association of Counties CoPro+ program as a statewide cooperative agreement that will extend the contracted services to other government municipalities and school districts in Michigan; and

WHEREAS, expenses for battery recycling collection and disposal services will vary by collection quantities and will not exceed the approved annual budget. Historically, these costs have not exceeded \$15,000.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes entering into a contract with Battery Solutions, LLC. located at 4930 Holtz Drive, Wixom, MI 48393 for battery recycling collection and disposal services per the itemized Attachment A BAFO proposed rates in RFP-LC-19-06 for a three (3) year term commencing on March 1, 2020 to March 1, 2023, with up to (2) additional one-year renewals for a total contract period not to exceed (5) years subject to the availability of appropriated funds.

BE IT FURTHER RESOLVED that the expenses for battery recycling collection and disposal services will not exceed the amount that has been budgeted and approved by the Livingston County Board of Commissioners.

BE IT FURTHER RESOLVED that the Chairman of the Livingston County Board of Commissioners is authorized to sign all forms, assurances, contracts/agreements, renewals and future amendments for monetary and contract language adjustments related to the above as prepared by Civil Counsel.

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MOVED:
SECONDED:
CARRIED:

Attachment A: Pricing Form

RFP-LC-19-06 BATTERY RECYCLING SERVICES

For each item, please indicate either a credit or item price.

ITEM DESCRIPTION	AVG	CREDIT	ITEM PRICE	TOTAL
BUTTON CELLS-101	81	\$ -	\$ 2.75	\$ -
ALKALINE-102	27,163	\$ -	\$ 0.40	\$ -
LI-ION CELLS-104	64	\$ -	\$ 0.05	\$ -
LI-ION PACKS-105	4		\$ 0.05	\$ -
LITHIUM PRIMARY-106	218	\$ -	\$ 2.75	\$ -
NICAD CELLS-108	723	\$ -	\$ 0.15	\$ -
NICAD PACK		\$ -	\$ 0.15	\$ -
NIMH CELLS-111	424	\$ 0.20	\$ -	\$ -
NIMH PACKS	117	\$ 0.20	\$ -	\$ -
SILVER OXIDE-115	1	\$ -	\$ 2.50	\$ -
ZINC-CARBON/ALKA	11,264	\$ -	\$ 0.40	\$ -
ZINC-AIR (W/MERC)	2	\$ -	\$ 7.00	\$ -
VRLA SMALL-201	856	\$ 0.10	\$ -	\$ -
NICAD W POCKET P		\$ -	\$ 0.80	\$ -
LITHIUM THIONYL C	4	\$ -	\$ 2.75	\$ -
LITHIUM SULFUR DIO	4	\$ -	\$ 2.75	\$ -
LI-ION CELLPHONE	48	\$ 0.40	\$ -	\$ -
LI-ION LAPTOP BATTERY	127	\$ 0.50	\$ -	\$ -
BALLAST NON-PCB-512	83	\$ -	\$ 0.50	\$ -
LITHIUM ION DAMAGED - 130		\$ -	\$ 4.25	\$ -

RFP-LC-19-06 BATTERY RECYCLING SERVICES

For each of the following questions, please mark either Yes or No with an X.

1. TRANSPORTATION FEE? YES ☒ NO ☐

If YES, please indicate the fee per load: \$150.00

2. MINIMUM LOAD REQUIREMENT? YES ☐ NO ☒

If YES, please indicate the minimum weight per load:

3. SORTING REQUIREMENT OR FEE? YES ☐ NO ☒

If YES, please indicate the sorting fee per load:

4. HANDLING REQUIREMENT OR FEE? YES ☐ NO ☒

If YES, please indicate the fee and provide a description of the service:

5. COLLECTION SUPPLIES INCLUDED? YES ☒ NO ☐

If NO, please complete the following:

DESCRIPTION	QTY	ITEM PRICE	TOTAL
55 GALLON PLASTIC DRUM	16	0	
4x4 PALLETS	4	0	

6. OTHER FEES NOT LISTED ABOVE? YES ☒ NO ☐

If YES, please list and indicate the fee for each:

Lithium Taping fee \$.60 per lb

Non Conforming Waste Disposal/Waste Liquid \$20.00 per gallon



**Bid Synopsis
For
Battery Recycling Services**

Lead Public Agency: Livingston County

RFP Issued & Publicly Posted: 10/25/19

Solicitation: RFP-LC-19-06

Public Postings: Livingston Co. Website (livgov.com)
BidNet (bidnetdirect.com/mitn)

RFP Due Date: 11/21/19

Proposals Received: 1

The Evaluation Committee has completed evaluation of the proposal received for the Request for Proposals referenced above. Below is a recap of the bid evaluation.

Even though only one proposal was received, the RFP was publicly posted on two websites. As a result, over 100 qualified companies were notified of the solicitation, and the bid documents were downloaded by 16. Even though only one (1) qualified submission was received, the Evaluation Committee believes that the process created a system of free and open competition and should be considered valid.

The response was received from Battery Solutions. Battery Solutions provided their response within the timeframe outlined in the RFP. They are the incumbent contractor, and the County has been satisfied with their services.

The evaluation consisted of a review of the response to the Request for Proposals Scope of Work, and the Attachment A price submission. A review of the minimum requirements in Section 1.1 revealed that Battery Solutions met the minimum mandatory requirements. An evaluation was then made on the remainder of Section 1, the Company Profile in Section 2.1, References in Section 2.2, and Pricing information from Attachment A. The PA 517 certification was completed and notarized, and the bidder certifications were completed and signed per the bid instructions.

After a review of the pricing submitted by Battery Solutions, although the pricing was reasonable, it was decided to request "best and final offer" pricing in an attempt to reduce the County's costs for these services and provide a better value to the taxpayers. Battery Solutions responded to this request by reducing their price on six items.

Based on this evaluation, it is recommended that a contract be offered to Battery Solutions to provide battery recycling services for a three-year base contract with two one-year renewal options for a total contract renewal period not to exceed five years.



LIVINGSTON COUNTY, MICHIGAN
DEPARTMENT OF PUBLIC WORKS

2300 E. Grand River Ave., Suite 105, Howell, MI 48843

Phone 517-545-9609 Fax 517-545-9658

Web Site: <https://www.livgov.com/dpw/Pages/default.aspx>

Memorandum

To: Livingston County Board of Commissioners
From: Robert Spaulding, DPW/Solid Waste Coordinator
Date: February 12, 2020
Re: Resolution Authorizing an Agreement with Battery Solutions, LLC. to Provide Battery Recycling Services - Drain

The Livingston County Department of Public Works is requesting Board of Commissioners' approval to contract with Battery Solutions, LLC. to provide battery recycling collection and disposal services. The 2020-budgeted amount for these services is \$15,000 and the current contract for this service has expired.

Per the County Procurement Policy, a competitive bid process was performed in which the bid was posted on the Michigan Inter-governmental Trade Network (MITN), the County website, and (1) one company was sent the solicitation directly. As a result, the solicitation reached a large group of qualified companies and even though one (1) submission was received, the evaluation committee (EC) believes the process created a system of free and open competition and should be considered valid. Please find the attached Bid Summary.

Prior to the expiration of the contract, Battery Solutions, LLC. provided exemplary customer service, quality collection and recycling services. As a result, we are requesting the attached resolution be approved which authorizes a contract with Battery Solutions, LLC. to provide battery recycling services for a period of three (3) years with up to (2) one-year renewal options for a total contract period not to exceed five (5) years.

Thank you for your consideration. If you have any questions regarding this matter, please contact me.

From: [Robert Spaulding](#)
To: [Elizabeth Young](#)
Subject: 2020 Budget for battery Recycling
Date: Thursday, February 13, 2020 8:43:06 AM

Elizabeth

The amount that we budgeted for the Battery recycling in 2020 was \$15,000.

Thanks

Robert A. Spaulding
Livingston County DPW Coordinator
2300 E. Grand River Ave. Suite 105
Howell MI 48843
Office: 517-546-0040
Direct: 517-552-6781
Cell: 517-404-6428

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Purchase and Installation of additional VHF Microwave Equipment for the Fire and EMS Paging System and a supplemental appropriation – 911 Central Dispatch

WHEREAS, As part of the established dispatching system, the Livingston County 911 center sends alert tones through a VHF system to EMS and/or fire department personnel when a call for service is requested, and this is most important when responders are on-call or work 24-hour shifts which require them to sleep, or when a department is already working a call and need to be notified of a new reported incident; and

WHEREAS, the current VHF paging (alerting) system in Livingston County is consistently experiencing patchy communications and periods of outages in the areas including Hartland, Brighton, Howell, Green Oak, and Hamburg, where the VHF alerting system runs primarily on shared fiber, and that fiber is not dedicated to public safety use nor is it easily accessible for repair in a timely manner when necessary for emergency purposes; and this creates unnecessary liability for Livingston County and its emergency responders; and

WHEREAS, a solution to assist in creating a more reliable and robust infrastructure for the VHF alerting system county-wide is to install additional VHF microwaves throughout the affected areas creating a link that would tie-in with the existing successfully-operating VHF microwave system; and the areas of shared fiber would then become a means of secondary redundancy to the VHF alerting system; and

WHEREAS, Livingston County 911 wishes to waive the Procurement Policy provisions and contract with the original and current Livingston County VHF service provider, Comsource, for the VHF microwave system expansion project in an amount not to exceed \$285,000; and

WHEREAS, funding for same is available in Central Dispatch fund 261 reserves.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby authorizes waiving the Procurement Policy provisions and allows for purchase order/contract issuance to Comsource for the purchase and installation of the necessary equipment to complete the VHF microwave project in an amount not to exceed \$285,000.

BE IT FURTHER RESOLVED that the Livingston County Board of Commissioners hereby authorizes a supplemental appropriation required in Fund 261 to effectuate this project.

BE IT FURTHER RESOLVED that the Chair of the Livingston County Board of Commissioners is hereby authorized to sign any and all documents required for this project after review by legal counsel.

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MOVED:
SECONDED:
CARRIED:



Memorandum

To: Livingston County Board of Commissioners

From: Chad Chewning, 911 Director

Date: January 17, 2020

Re: VHF Microwave Project

Livingston County utilizes a VHF system of technology to notify EMS and Fire responders of calls for service which are requested in their area. The VHF system is initiated by the dispatch staff who first generate a call for service in the computer, and then send an alert tone to the responders' minitor devices which they carry; this provides an audible alert to the responders advising there is a call for service in their area requiring response. This is most important when responders are on-call or work 24-hour shifts which require them to sleep, or when a department is already working a call and need to be notified of a new reported incident.

Unfortunately, we have consistently experienced problems with lack of reliability for the current VHF system, and have experienced patchy communication and outages in several areas, which creates a liability for Livingston County and the responding agencies for a possible lack of appropriate response to the citizens in need of assistance in our weak-coverage areas. The most significant and consistent outages are in the areas where fiber is not owned by the county and solely dedicated to public safety, which would include areas in Hartland, Brighton, Howell, Green Oak, and Hamburg. The remainder of the county is serviced through a system of microwaves which works very well.

In order to create a reliable and more robust infrastructure for notifications in the affected areas of outages, Livingston County 911 has worked with our current VHF service provider to determine the best solution to the problem. Through several months of research, testing, and time and budgetary constraints, we have determined the most appropriate primary source to run the VHF system for these weak-areas is through microwave links, and to use the current shared fiber as a means of back-up.

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Realignment of the Overall Project Budget for the New 911 Central Dispatch Facility – Central Dispatch

WHEREAS, Resolution 2018-06-108 authorized the project cost of \$6.5 million for the new 911 Central Dispatch facility, which included an authorized cost of construction by Construction Manager JS Vig in the amount of \$5,444,173, and the remainder of the project budget being designated for items deemed owner responsibility or architect and engineering costs: and

WHEREAS, Resolution 2019-04-051 authorized an additional \$175,580 to cover Owner Responsibility costs related to the new facility, bringing the total authorized cost for the new facility to \$6,675,580; and

WHEREAS, the project is nearing completion, with just a few items within the project expected to be complete in the spring of this year. However, several unexpected costs outside of the original budget remain outstanding: and

WHEREAS, prior to construction certain unexpected issues arose in preparing the ground for construction which contributed to the depletion of the construction contingency and caused the construction piece of the project with JS Vig to go over the \$5,444,173 authorized; and

WHEREAS, there are, however, sufficient funds remaining in the Owner Responsibility piece of the project to cover outstanding invoices and the remainder of the Owner Responsibility items and not go over the authorized project amount of \$6,675,580.

THEREFORE BE IT RESOLVED the Livingston County Board of Commissioners authorizes the Construction Committee the authority to realign and manage funds as needed within the overall project budget of \$6,675,580 to complete the project.

BE IT FURTHER RESOLVED that the Board of Commissioners authorizes the Construction Committee the authority to expend funds as necessary to complete the new Central Dispatch Facility.

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MOVED:
SECONDED:
CARRIED:

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing the Honorary Naming of Park Features at Fillmore County Park – Parks and Open Space Advisory Committee/Planning Department

WHEREAS, The Trust Agreement of Raymond Fillmore states that should any baseball/softball diamonds be developed in Fillmore County Park they shall be specifically named after John E. La Belle; and

WHEREAS, The Parks and Open Space Advisory Committee wishes to honor this request and hold a naming ceremony of the “John E. La Belle Fields” at the 2020 opening day of Fillmore County Park; and

WHEREAS, The Parks and Open Space Advisory Committee also desires to honor the late Livingston County Administrator, Ken Hinton, by naming the Fillmore County Park trail “Hinton Trail” and holding a naming ceremony of the trail at the 2020 opening day of Fillmore County Park; and

WHEREAS, such park feature names will be prominently posted on all-weather signs at the play field and trailhead.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approve the honorary naming of the sports field and trail at Fillmore County Park.

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MOVED:

SECONDED:

CARRIED:



304 East Grand River Avenue, Howell, MI
Phone (517) 546-7555 Fax (517) 552-2347
Web Site: <https://livgov.com/plan/>

Memorandum

To: Livingston County Board of Commissioners
From: Kathleen Kline-Hudson, Planning Director
Date: 2/10/20
Re: Naming of Fillmore County Park Trail and Play Field

This resolution is for the honorary naming of the play field and trail at Fillmore County Park. The naming of the sports field is stated in the trust agreement of Raymond Fillmore. The naming of the trail is at the suggestion of the Livingston County Parks and Open Space Advisory Committee.

It is intended that both naming ceremonies would take place on the opening day of Fillmore County Park in the spring of 2020, and that permanent signs will display these park feature names.

If you have any questions regarding this matter please contact me.



LIVINGSTON COUNTY PARKS & OPEN SPACE ADVISORY COMMITTEE RESOLUTION OF SUPPORT

NAMING OF FILLMORE COUNTY PARK TRAIL AND PLAY FIELD

WHEREAS, The Trust Agreement of Raymond Fillmore states that should any baseball/softball diamonds be developed in Fillmore County Park they shall be specifically named after John E. La Belle; and

WHEREAS, The Parks and Open Space Advisory Committee wishes to honor this request and hold a naming ceremony of the “John E. La Belle Fields” at the 2020 opening day of Fillmore County Park; and

WHEREAS, The Parks and Open Space Advisory Committee also desires to honor the late Livingston County Administrator, Ken Hinton, by naming the Fillmore County Park trail “Hinton Trail” and holding a naming ceremony of the trail at the 2020 opening day of Fillmore County Park; and

WHEREAS, such park feature names will be prominently posted on all-weather signs at the play field and trailhead.

THEREFORE BE IT RESOLVED that the Livingston County Parks and Open Space Advisory Committee approves this Resolution of Support for the honorary naming of the Fillmore County Park play field and trail.

Parks and Open Space Advisory Committee
Resolution Passed January 29, 2020

MEETING MINUTES

JANUARY 29, 2020
ADMINISTRATION BUILDING - CONFERENCE ROOM 1
304 E. Grand River Avenue, Howell, MI 48843

PARKS & OPEN SPACE ADVISORY COMMITTEE

<input type="checkbox"/> GARY CHILDS	<input checked="" type="checkbox"/> MIKE ARENS	<input checked="" type="checkbox"/> CHRIS FOLTS	<input type="checkbox"/> DOUG HELZERMAN
<input checked="" type="checkbox"/> BRIAN JONCKHEERE	<input checked="" type="checkbox"/> JAN LOBUR	<input checked="" type="checkbox"/> GARY EDWARDS	<input checked="" type="checkbox"/> WES NAKAGIRI
<input checked="" type="checkbox"/> BILL CALL	<input type="checkbox"/> BILL RUBIN	<input type="checkbox"/> MICHAEL POWERS	<input checked="" type="checkbox"/> MARTHA HAGLUND
OTHERS: KELLIE PROKUDA KATHLEEN KLINE-HUDSON SCOTT BARB			

1. **Call to Order:** Meeting called to order by Commissioner Nakagiri at 9:30 AM.

2. **Approval of Minutes:** MINUTES OF MEETING DATED NOVEMBER 6, 2019

MOTION TO APPROVE THE MINUTES:
MOVED BY CALL - SECONDED BY EDWARDS
ALL IN FAVOR - MOTION PASSED

3. **Approval of Agenda:** AGENDA OF MEETING DATED JANUARY 29, 2020:

MOTION TO APPROVE THE AGENDA AS AMENDED:
MOVED BY FOLTS - SECONDED BY LOBUR
ALL IN FAVOR – MOTION PASSED

4. **Call to the Public – None**

5. **Fillmore County Park Update**

- Construction Update – what remains to be done
 - Wood chip trails, trail map and markers
 - Ribbon cutting around May 15, 2020
- Trail and Sports Field Naming

MOTION TO PRESENT A RESOLUTION TO THE BOARD OF COMMISSIONERS RECOMMENDING THE NAMING OF THE PLAY FIELD TO “JOHN E. LABELLE FIELDS” AND TRAIL TO “HINTON TRAIL”:
MOVED BY ARENS - SECONDED BY LOBUR
ALL IN FAVOR – MOTION PASSED

- Operations and Maintenance Plan
 - Meeting with SELCRA, Chris Folts and Mike Arens

6. Lutz County Park

- Facilities Update
- Update on Dark Sky Designation
 - Application packet is 70% complete
 - Working on public access policy

7. Park Rules

- Fillmore Park Rules

**MOTION TO ADOPT PARK RULES SUBJECT TO REVISIONS DISCUSSED BY COMMITTEE
AND ATTORNEY REVIEW:
MOVED BY ARENS - SECONDED BY EDWARDS
ALL IN FAVOR – MOTION PASSED**

- Lutz Park Rules

**MOTION TO ADOPT PARK RULES SUBJECT TO REVISIONS DISCUSSED BY COMMITTEE
AND ATTORNEY REVIEW:
MOVED BY EDWARDS - SECONDED BY ARENS
ALL IN FAVOR – MOTION PASSED**

8. Other

- Planning Department update on Livingston County Trail Network Plan

7. Items for Discussion on Next Agenda

- Review Attorney changes to park rules
- Opening day

8. Adjournment

**MOTION TO ADJOURN AT 10:45 AM.
MOVED BY LOBUR - SECONDED BY FOLTS
ALL IN FAVOR - MOTION PASSED**

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution Authorizing Lutz County Park UNSP Application for Recognition - Parks and Open Space Advisory Committee/Planning

WHEREAS, The Parks and Open Space Advisory Committee has researched the viability of Lutz County Park as an Urban Night Sky Place (UNSP) and has determined that an opportunity exists; and

WHEREAS, an application for recognizing Lutz County Park as an Urban Night Sky Place must be submitted to the International Dark Sky Association; and

WHEREAS, The Lutz County Park will be recognized as an official Urban Night Sky Place upon application approval; and

WHEREAS, such park recognition will be prominently posted on all-weather signs at the park and park rules will be revised to accommodate night sky viewing.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby approves the submission of an application for an Urban Night Sky Place recognition for Lutz County Park.

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MOVED:
SECONDED:
CARRIED:



**LIVINGSTON COUNTY, MICHIGAN
PLANNING DEPARTMENT**

**304 East Grand River Avenue, Howell, MI
Phone (517) 546-7555 Fax (517) 552-2347
Web Site: <https://livgov.com/plan/>**

Memorandum

To: Livingston County Board of Commissioners
From: Kathleen Kline-Hudson, Planning Director
Date: 2/10/20
Re: Lutz County Park Urban Night Sky Place recognition

This resolution is in support of pursuing the application for recognition of the Lutz County Park as an Urban Night Sky Place. The International Dark Sky Association establishes criteria for the recognition of certain natural areas throughout the world as dark skies friendly and we believe the Lutz County Park meets this criteria. The application process has started and we are requesting the Board of Commissioners support for this project.

It is intended that once the application and materials have been completed, all files will be forwarded to the International Dark Sky Association for review and approval at one of the 4 established deadlines in 2020.

If you have any questions regarding this matter please contact me.

MEETING MINUTES

MARCH 6, 2019

ADMINISTRATION BUILDING - CONFERENCE ROOM 1
304 E. Grand River Avenue, Howell, MI 48843

PARKS & OPEN SPACE ADVISORY COMMITTEE

☒ GARY CHILDS

☐ BRIAN JONCKHEERE

☒ BILL CALL

☒ MIKE ARENS

☐ JAMES SPARKS

☒ BILL RUBIN

☒ CHRIS FOLTS

☐ JAN LOBUR

☒ WES NAKAGIRI

☒ DOUG HELZERMAN

☐ GARY EDWARDS

☒ CLAIRE STEVENS

OTHERS: KELLIE PROKUDA
JANET VANDEWINKLE
TIM CHURCH
KYLE TOKEN

KATHLEEN KLINE-HUDSON
JAY BIBBY
ANNE RICHARDSON
CHRIS CONRAD

SCOTT BARB
MICHAEL POWERS
CASEY SOMERVILLE

1. **Call to Order:** Meeting called to order by Commissioner Childs at 9:40 AM.

2. **Approval of Minutes:** MINUTES OF MEETING DATED JANUARY 9, 2019

**MOTION TO APPROVE THE MINUTES:
MOVED BY ARENS - SECONDED BY FOLTS
ALL IN FAVOR - MOTION PASSED**

3. **Approval of Agenda:** AGENDA OF MEETING DATED MARCH 6, 2019:

**MOTION TO APPROVE THE AGENDA AS AMENDED:
MOVED BY ARENS - SECONDED BY FOLTS
ALL IN FAVOR – MOTION PASSED**

4. **Call to the Public –** None

5. **Discussion Regarding Inclusive Playground** - Presentation by Casey Somerville

**MOTION TO PRESENT A REPORT TO THE BOARD OF COMMISSIONERS ON DEVELOPING
AN INCLUSIVE PLAYGROUND AT FILLMORE COUNTY PARK:**

**MOVED BY ARENS - SECONDED BY CALL
ALL IN FAVOR – MOTION PASSED**

6. **Fillmore County Park Update**

- Pre-construction meeting, 2/12/19
- Park Rules
- Park Usage by HAPRA and SELCRA
- Ideas for ribbon cutting/opening day festivities and ground breaking

7. Lutz County Park

- Update on Dark Sky Designation
 - Nomination Letter received
 - Letter of Support
 - Lighting Plan

8. 5 Year Parks and Open Space Plan

- Power Point Overview of Draft Document
- Public Comments Received Thus Far
- March 20 Public Hearing Date
- April 22nd date for Adoption of Plan

9. Other

- Huron-Clinton Metroparks are updating their park plans.

10. Adjournment

**MOTION TO ADJOURN AT 11:15 AM.
MOVED BY ARENS - SECONDED BY CALL
ALL IN FAVOR - MOTION PASSED**

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Adopt Fillmore County Park Rules – Livingston County Parks and Open Space Advisory Committee/Planning

WHEREAS, Park rules are a common and invaluable management tool which will provide:

- 1) park users with information regarding permitted and prohibited activities within park boundaries, and
- 2) an assumption of risk statement to reduce Livingston County liability for park use; and

WHEREAS, the Parks and Open Space Advisory Committee has drafted Fillmore County Park Rules with language recommended by the County Attorney; and

WHEREAS, such rules will be prominently posted in an all-weather display case at the trailhead/parking lot location of Fillmore County Park, and

WHEREAS, this Resolution has been recommended for adoption by the Livingston County Parks and Open Space Advisory Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby adopts the Fillmore County Park Rules.

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MOVED:

SECONDED:

CARRIED:



304 East Grand River Avenue, Howell, MI
Phone (517) 546-7555 Fax (517) 552-2347
Web Site: <https://livgov.com/plan/>

Memorandum

To: Livingston County Board of Commissioners
From: Kathleen Kline-Hudson, Planning Director
Date: 2/12/20
Re: Fillmore County Park Rules

The Parks and Open Space Advisory Committee has worked with the County Attorney to create rules for the use of Fillmore County Park.

Although the Lutz County Park Rules were used as the template for Fillmore County Park Rules, they have been substantially updated by the County Attorney to reflect current law regarding weapons, personal conduct and many other subjects covered in the parks rules.

In an effort to protect both the park land and the citizens of the County, it is important for these rules to be adopted and posted at the park prior to opening day in May 2020. It is also important to note that although legislation authorizes Livingston County to operate a park with park rules, Livingston County does not have a civil or criminal mechanism for enforcing the park rules. The Parks and Open Space Advisory Committee does not feel that a county ordinance for enforcement of park rules is warranted at this time.

If you have any questions regarding this matter please contact me.



The Livingston County Board of Commissioners, in order to maintain and operate the designated public parks under its control in the best interests of the people of Livingston County, and in order to insure maximum recreational benefits from these facilities, has adopted the rules set forth herein under powers granted to it by Public Act 156 of 1917 of the State of Michigan, as amended. The purpose of the Fillmore County Park as envisioned by its benefactor, Raymond Fillmore, is to:

- Preserve the beauty and diversity of the natural environment within the park;
- Provide a county park for the enjoyment and benefit of the citizens of Livingston County
- Provide active outdoor recreational opportunities for the enjoyment of present and future generations.

Enjoy your visit!

SECTION 1. DEFINITIONS

- A. "County" or "County Board" shall mean the Livingston County Board of Commissioners or its duly-authorized agents.
- B. "County Park property" shall mean all lands, waters, improvements and property designated as county park property administered by or under the jurisdiction of the County Board.
- C. "Person" or "persons" shall mean individuals, male or female, singular or plural, firms, corporations, or any group or gathering of individuals.
- D. "Camping" means the overnight lodging or sleeping of person or persons in a tent, trailer coach, vehicle camper, motor vehicle, or in any other conveyance erected, parked or placed on the premises within any park or recreation area administered by the County Board.
- E. "Rules" shall mean the rules adopted by the County Board applicable to the use and management of County Park property of the said County Board and all amendments thereto. These rules are enforced in compliance with State of Michigan Public Act 156 of 1917.

SECTION 2. GENERAL PUBLIC

Entry into lands of the County and enjoyment of its parks and park facilities is a privilege, which is extended to members of the public and is contingent upon compliance with these Rules.

SECTION 3. HOURS

Parks under the jurisdiction of the County shall be open from sunrise to sunset. No person shall enter or remain upon County Park property between sunset to sunrise except for those having written permission for extended hours. Upon application to the County, said hours may be extended. It shall be unlawful for any person to enter any portion of County Park property which has

been designated as closed to public use or entry.

SECTION 4. EMERGENCY POWERS

Nothing in these rules shall:

- A. Prohibit or hinder duly-authorized agents of the County or any peace officers from performing their official duties.
- B. Prohibit the County from establishing emergency rules required to protect the health, welfare, and safety of park visitors and to protect County Park property, and to maintain order.

SECTION 5. CAMPING

Camping is prohibited unless a designated camping area has been established.

SECTION 6. FEES AND CHARGES FOR RESERVED AREAS

No Person shall use any facility, land or area for which a fee and charge has been established by the County without payment of such fee or charge, unless authorized in writing by the County.

SECTION 7. PERMITS FOR RESERVED AREAS

- A. Application for a permit for reserved park space shall be made upon forms furnished by the County.
- B. In the event more applications for reserved park space are received than space is available, such applications shall be considered in the chronological order received.
- C. Nothing contained herein shall operate to exempt the users of reserved space from full compliance with all rules of the County relating to use and conduct on County Park property.
- D. No erection, construction or maintenance shall be made above or below ground, across or beneath this County Park property by any person, firm or corporation without first having obtained

written permission from the County authorizing such installation or construction and a permit specifying in detail the work to be done and the conditions to be fulfilled to the terms of such approval.

- E. Notwithstanding any of the provisions hereof, the County or its agent may upon written application, grant specific use permits for special uses when in the opinion of the County Board special consideration is warranted.

SECTION 8. MOTOR-DRIVEN VEHICLES

No Person on County Park property shall:

- A. Operate a motor-driven vehicle of any kind or nature except on designated roads and parking areas.
- B. Operate a motor-driven vehicle on any park road at a speed exceeding 25 miles per hour or at any speed greater than that posted, or in a careless or negligent manner likely to endanger any persons or property.
- C. Operate any motor-driven vehicle on any park road or parking area in a careless or negligent manner likely to endanger any person or property.
- D. Operate any motor-driven sled, toboggan, snowmobile or any other motor-driven vehicle on any property under the management, supervision or control of County.
- E. Operate a motor-driven trail bike, off-road, all-terrain vehicle, snowmobile or similar type of sport vehicle on any road or County Park property unless specifically designated for such purpose.

SECTION 9. PARKING IN PROHIBITED AREAS

- A. No operator of a vehicle shall stop, stand or park said vehicle in any place marked as a passenger loading or unloading or loading zone, other than for the expeditious loading or unloading of

passengers or for the unloading and delivery or pick up and loading of materials.

- B. No operator of a vehicle shall stop, stand or park such vehicle upon any roadway or in any parking area in such a manner as to form an obstruction to traffic thereon.
- C. No operator of a vehicle shall stop, stand or park a vehicle in any area not designated for such purposes.
- D. No operator of a vehicle shall stop, park or stand in a space designated for people with disabilities, or the striped aisle adjacent to that space, unless properly displaying a valid disability parking placard or license plate.

SECTION 10. OPERATION OF BICYCLES

- A. No Person shall use a bicycle, scooter or similar conveyance except upon roadways, parking area or specifically designated paths.
- B. No Person may use a bicycle, scooter or similar device in a careless manner, which may result in injury to a person or damage to property.
- C. No Person may operate motorized bicycles, scooters or a similar conveyance on County Park property except in designated parking areas.

SECTION 11. SKATING AND SKIING

- A. No Person shall use ice skates, roller skates, in-line skates or skateboards on County Park property.
- B. Cross-county skiing and snowshoeing is permitted within County Park property on designated roadways and trails.

SECTION 12. PERSONAL CONDUCT

- A. It shall be unlawful for any person to be under the influence of intoxicants, narcotics, or other mind-affecting drugs, or to engage in any violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene or otherwise disorderly conduct tending to

create a breach of the peace, or who is endangering directly or indirectly another person or acting in a manner which creates a public disturbance.

- B. No person shall interfere with any park or County employee or designee in the discharge of his or her duties, or fail or refuse to obey any directive issued by them.
- C. Public nudity and indecent exposure, as defined by State law, is prohibited.

SECTION 13. PETS

Dogs and other pets are permitted in the park only when kept on a leash not over six feet in length and kept under the immediate control of a responsible person. Dogs and other pets are not permitted in designated nature areas or buildings. The owner will assume full responsibility for all pets. Guide dogs for the impaired are permitted in all areas. Pet owners must clean up pet droppings and dispose of them off of County Park property. Guide or leader dogs, hearing dogs, and service dogs for disabled person are permitted in all areas, as provided under Michigan Compiled Laws 750.502c, as amended.

SECTION 14. PROTECTION OF WILDLIFE

No Person shall hunt, bait, trap, injure or kill any animal or bird on County Park property unless authorized by written permission by the County Board or designated Representative. No person shall molest or rob any nest of any bird or lair, den or burrow of any animal in or upon any County Park property.

SECTION 15. DESTRUCTION OF PLANT LIFE AND NATURAL SURROUNDINGS

No person shall:

- A. Cut, remove, or destroy any tree, sapling, seedling, bush or shrub, whether alive or dead, or chip, blaze, box, girdle, trim or otherwise deface or damage any tree or

shrub, or pick, gather, uproot, remove or destroy any flower, plant or grass.

- B. Dig, Remove or cause to be removed any sod, earth humus, peat, boulders, rock, gravel or sand, mineral, artifact or other material.
- C. Cut and remove firewood.

SECTION 16. LITTERING AND POLLUTION

No person shall:

- A. Discard or deposit refuse of any kind or nature in or upon the County Park property, except in receptacles provided for such purposes.
- B. Persons generating or creating trash, refuse, litter or other waste material on County Park property shall remove and properly dispose of said material off of the County Park property.

SECTION 17. FIRES

- A. No person shall set or build any fire upon County Park property.
- B. No person shall drop, throw or otherwise scatter lighted matches, burning cigars, cigarettes, tobacco, paper or other inflammable material within or upon any County Park property.

SECTION 18. DESTRUCTION OF BUILDINGS, MARKERS, MONUMENTS AND OTHER PROPERTIES

No person upon County Park property shall:

- A. Willfully destroy, deface, alter, change or remove any monument, stone marker, bench mark, stake, post or blaze, marking or designating any boundary line, survey line, or reference point.
- B. Injure, deface, disturb, mark upon, befoul nor in any manner destroy or cause to be destroyed, any building, equipment, structure, utility or other County Park property.
- C. Deface, destroy, or remove any placard, notice or sign, whether permanent or

temporary, posted or exhibited within or upon park property.

- D. Appropriate, excavate, remove, handle, injure or destroy any historical or pre-historical ruin or any object of antiquity, without the County Board's permission.

SECTION 19. WEAPONS

No person shall:

- A. Have in their possession or control any slingshot, BB gun, paint ball guns, bow and/or arrow, or explosives on County Park property.
- B. Discharge any rifle, shotgun, pellet gun, air rifle, pistol, or other firearm in or into County Park property.

This section shall not apply to any deputy sheriff, police officer, peace officer, park officer, park ranger or other duly-appointed law enforcement officer while carrying out the duties and responsibilities of their position. Furthermore, this section shall not affect the rights of individuals who possess a valid Concealed Weapon License issued by the state of their residence.

SECTION 20. FIREWORKS

No person shall fire, discharge or have in his or her possession any rocket, firecrackers, sparklers, torpedo, squib or other fireworks or any substance of an explosive or dangerous nature within or upon County Park property.

SECTION 21. METAL DETECTORS

Metal detectors are permitted in designated park areas.

SECTION 22. MUSICAL INSTRUMENTS, RADIOS, AUDIO DEVICES, SOUND AMPLIFYING DEVICES, AND LOUDSPEAKERS

It is prohibited to use a loudspeaker, public-address system or amplifier within or upon County Park property, unless these devices are allowed as part of a use permit

authorized under Section 7 (E) of the Fillmore County Park Rules.

SECTION 23. COMMERCIAL ACTIVITY AND ADVERTISING

No person or organization other than the County Board, its agents and licensees shall, while on County Park property advertise, offer for hire, vend or sell any service, food, beverage, merchandise or other personal property or advertise, carry on or conduct any other business or commercial activity. No signs, placards or notices may be erected on County Park property. Constitutionally protected speech is permitted subject to reasonable time, place and manner parameters.

SECTION 24. HORSES

Horses are prohibited within or upon County Park property.

SECTION 25. UNLAWFUL OBSTRUCTION

No person, firm or corporation shall by force, threats, intimidations, unlawful fencing, enclosing or by other means, prevent or obstruct any person from entering, leaving or making full use of any County Park property.

SECTION 26. IMPERSONATION OF PARK EMPLOYEES

No person shall impersonate any employee or contracted employee of the County Board for any reason whatsoever.

SECTION 27. FINES AND IMPRISONMENT

Any person violating the provisions of the State Law or the Motor Vehicle Code shall be subject to the fines and penalties provided by law. In addition, or in the alternative, persons violating the above rules may also be subject to eviction from County Park property. Nothing in these Rules shall be construed to conflict, contravene, enlarge or reduce any criminal liability or responsibility, including

finest imposed by a judge for any criminal offense under Michigan or Federal law.

SECTION 28. ASSUMPTION OF RISK

Any persons using a County Park takes full responsibility for their own and their guest actions, and agree to release and hold harmless the County of Livingston, their employees, volunteers and elected and appointed officials from any and all liability or bodily injury, including death, which may occur as a result of their use of County Park property.

MEETING MINUTES

JANUARY 29, 2020
ADMINISTRATION BUILDING - CONFERENCE ROOM 1
304 E. Grand River Avenue, Howell, MI 48843

PARKS & OPEN SPACE ADVISORY COMMITTEE

<input type="checkbox"/> GARY CHILDS	<input checked="" type="checkbox"/> MIKE ARENS	<input checked="" type="checkbox"/> CHRIS FOLTS	<input type="checkbox"/> DOUG HELZERMAN
<input checked="" type="checkbox"/> BRIAN JONCKHEERE	<input checked="" type="checkbox"/> JAN LOBUR	<input checked="" type="checkbox"/> GARY EDWARDS	<input checked="" type="checkbox"/> WES NAKAGIRI
<input checked="" type="checkbox"/> BILL CALL	<input type="checkbox"/> BILL RUBIN	<input type="checkbox"/> MICHAEL POWERS	<input checked="" type="checkbox"/> MARTHA HAGLUND
OTHERS: KELLIE PROKUDA KATHLEEN KLINE-HUDSON SCOTT BARB			

1. **Call to Order:** Meeting called to order by Commissioner Nakagiri at 9:30 AM.

2. **Approval of Minutes:** MINUTES OF MEETING DATED NOVEMBER 6, 2019

MOTION TO APPROVE THE MINUTES:
MOVED BY CALL - SECONDED BY EDWARDS
ALL IN FAVOR - MOTION PASSED

3. **Approval of Agenda:** AGENDA OF MEETING DATED JANUARY 29, 2020:

MOTION TO APPROVE THE AGENDA AS AMENDED:
MOVED BY FOLTS - SECONDED BY LOBUR
ALL IN FAVOR – MOTION PASSED

4. **Call to the Public – None**

5. **Fillmore County Park Update**

- Construction Update – what remains to be done
 - Wood chip trails, trail map and markers
 - Ribbon cutting around May 15, 2020
- Trail and Sports Field Naming

MOTION TO PRESENT A RESOLUTION TO THE BOARD OF COMMISSIONERS RECOMMENDING THE NAMING OF THE PLAY FIELD TO “JOHN E. LABELLE FIELDS” AND TRAIL TO “HINTON TRAIL”:
MOVED BY ARENS - SECONDED BY LOBUR
ALL IN FAVOR – MOTION PASSED

- Operations and Maintenance Plan
 - Meeting with SELCRA, Chris Folts and Mike Arens

6. Lutz County Park

- Facilities Update
- Update on Dark Sky Designation
 - Application packet is 70% complete
 - Working on public access policy

7. Park Rules

- Fillmore Park Rules

**MOTION TO ADOPT PARK RULES SUBJECT TO REVISIONS DISCUSSED BY COMMITTEE
AND ATTORNEY REVIEW:
MOVED BY ARENS - SECONDED BY EDWARDS
ALL IN FAVOR – MOTION PASSED**

- Lutz Park Rules

**MOTION TO ADOPT PARK RULES SUBJECT TO REVISIONS DISCUSSED BY COMMITTEE
AND ATTORNEY REVIEW:
MOVED BY EDWARDS - SECONDED BY ARENS
ALL IN FAVOR – MOTION PASSED**

8. Other

- Planning Department update on Livingston County Trail Network Plan

7. Items for Discussion on Next Agenda

- Review Attorney changes to park rules
- Opening day

8. Adjournment

**MOTION TO ADJOURN AT 10:45 AM.
MOVED BY LOBUR - SECONDED BY FOLTS
ALL IN FAVOR - MOTION PASSED**

RESOLUTION

NO: [Title]

LIVINGSTON COUNTY

DATE: Click or tap to enter a date.

Resolution to Adopt Amended Lutz County Park Rules – Livingston County Parks and Open Space Advisory Committee/Planning

WHEREAS, Park rules are a common and invaluable management tool which will provide:

- 1) park users with information regarding permitted and prohibited activities within park boundaries, and
- 2) an assumption of risk statement to reduce Livingston County liability for park use; and

WHEREAS, Lutz County Park rules were originally adopted by the Livingston County Board of Commissioners in July 2008 (Res. 2008-07-211), and they are periodically amended as park activities change and as language revisions are recommended by the County Attorney; and

WHEREAS, the Parks and Open Space Advisory Committee wishes to amend the Lutz County Park Rules to make substantive changes recommended by the County Attorney and minor changes to park hours in order to allow dark sky viewing activities by request to the County; and

WHEREAS, such rules will be prominently posted in an all-weather display case at the trailhead/parking lot location of Lutz County Park, and

WHEREAS, this Resolution has been recommended for adoption by the Livingston County Parks and Open Space Advisory Committee.

THEREFORE BE IT RESOLVED that the Livingston County Board of Commissioners hereby adopts the amended Lutz County Park Rules.

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MOVED:
SECONDED:
CARRIED:



304 East Grand River Avenue, Howell, MI
Phone (517) 546-7555 Fax (517) 552-2347
Web Site: <https://livgov.com/plan/>

Memorandum

To: Livingston County Board of Commissioners
From: Kathleen Kline-Hudson, Planning Director
Date: 2/12/20
Re: Lutz County Park Rules

The Parks and Open Space Advisory Committee has worked with the County Attorney to create updated rules for the use of Lutz County Park.

The Lutz County Park Rules have been substantially updated by the County Attorney to reflect current law regarding weapons, personal conduct and many other subjects covered in the parks rules. Additionally, minor revisions have been made to Section 3. Hours, to note that upon request to the County, the park hours may be extended to include nighttime dark sky viewing activities. This additional language is to satisfy the requirements of the Urban Night Sky Park designation that the Committee is pursuing for Lutz County Park.

It is also important to note that although legislation authorizes Livingston County to operate a park with park rules, Livingston County does not have a civil or criminal mechanism for enforcing the park rules. The Parks and Open Space Advisory Committee does not feel that a county ordinance for enforcement of park rules is warranted at this time.

If you have any questions regarding this matter please contact me.



The Livingston County Board of Commissioners, in order to maintain and operate the designated public parks under its control in the best interests of the people of Livingston County, and in order to insure maximum recreational benefits from these facilities, has adopted the rules set forth herein under powers granted to it by Public Act 156 of 1917 of the State of Michigan, as amended. The purpose of the Fillmore County Park as envisioned by its benefactor, Owen J. Lutz, is to:

- Preserve the beauty and diversity of the natural environment within the park;
- Honor the agricultural tradition of our rural communities;
- Provide passive, low-impact outdoor recreational opportunities for the enjoyment of present and future generations.

Enjoy your visit!

SECTION 1. DEFINITIONS

- A. "County" or "County Board" shall mean the Livingston County Board of Commissioners or its duly-authorized agents.
- B. "County Park property" shall mean all lands, waters, improvements and property designated as county park property administered by or under the jurisdiction of the County Board.
- C. "Person" or "persons" shall mean individuals, male or female, singular or plural, firms, corporations, or any group or gathering of individuals.
- D. "Camping" means the overnight lodging or sleeping of person or persons in a tent, trailer coach, vehicle camper, motor vehicle, or in any other conveyance erected, parked or placed on the premises within any park or recreation area administered by the County Board.
- E. "Rules" shall mean the rules adopted by the County Board applicable to the use and management of County Park property of the said County Board and all amendments thereto. These rules are enforced in compliance with State of Michigan Public Act 156 of 1917.

SECTION 2. GENERAL PUBLIC

Entry into lands of the County and enjoyment of its parks and park facilities is a privilege, which is extended to members of the public and is contingent upon compliance with these Rules.

SECTION 3. HOURS

Parks under the jurisdiction of the County shall be open from sunrise to sunset. No person shall enter or remain upon County Park property between sunset to sunrise except for those having written permission for extended hours. Upon request to the County, said hours may be extended to include regular nighttime dark sky viewing activities and occasional events. It shall be unlawful for

any person to enter any portion of County Park property which have been designated as closed to public use or entry.

SECTION 4. EMERGENCY POWERS

Nothing in these rules shall:

- A. Prohibit or hinder duly-authorized agents of the County or any peace officers from performing their official duties.
- B. Prohibit the County from establishing emergency rules required to protect the health, welfare, and safety of park visitors and to protect County Park property, and to maintain order.

SECTION 5. SWIMMING, BATHING, WADING AND BOATING

No Person shall swim, bathe, wade or boat on any of the watercourses, or ponds, located within County Park property.

SECTION 6. CAMPING

Camping is prohibited unless a designated camping area has been established.

SECTION 7. FEES AND CHARGES FOR RESERVED AREAS

No Person shall use any facility, land or area for which a fee and charge has been established by the County without payment of such fee or charge, unless authorized in writing by the County.

SECTION 8. PERMITS FOR RESERVED AREAS

- A. Application for a permit for reserved park space shall be made upon forms furnished by the County.
- B. In the event more applications for reserved park space are received than space is available, such applications shall be considered in the chronological order received.
- C. Nothing contained herein shall operate to exempt the users of reserved space from full compliance with all rules of the County

relating to use and conduct on County Park property.

- D. No erection, construction or maintenance shall be made above or below ground, across or beneath this County Park property by any person, firm or corporation without first having obtained written permission from the County authorizing such installation or construction and a permit specifying in detail the work to be done and the conditions to be fulfilled to the terms of such approval.
- E. Notwithstanding any of the provisions hereof, the County or its agent may upon written application, grant specific use permits for special uses when in the opinion of the County Board special consideration is warranted.

SECTION 9. MOTOR-DRIVEN VEHICLES

No Person on County Park property shall:

- A. Operate a motor-driven vehicle of any kind or nature except on designated roads and parking areas.
- B. Operate a motor-driven vehicle on any park road at a speed exceeding 25 miles per hour or at any speed greater than that posted, or in a careless or negligent manner likely to endanger any persons or property.
- C. Operate any motor-driven vehicle on any park road or parking area in a careless or negligent manner likely to endanger any person or property.
- D. Operate any motor-driven sled, toboggan, snowmobile or any other motor-driven vehicle on any property under the management, supervision or control of County.
- E. Operate a motor-driven trail bike, off-road, all-terrain vehicle, snowmobile or similar type of sport vehicle on any road or County Park property unless specifically designated for such purpose.

SECTION 10. PARKING IN PROHIBITED AREAS

- A. No operator of a vehicle shall stop, stand or park said vehicle in any place marked as a passenger loading or unloading or loading zone, other than for the expeditious loading or unloading of passengers or for the unloading and delivery or pick up and loading of materials.
- B. No operator of a vehicle shall stop, stand or park such vehicle upon any roadway or in any parking area in such a manner as to form an obstruction to traffic thereon.
- C. No operator of a vehicle shall stop, stand or park a vehicle in any area not designated for such purposes.
- D. No operator of a vehicle shall stop, park or stand in a space designated for people with disabilities, or the striped aisle adjacent to that space, unless properly displaying a valid disability parking placard or license plate.

SECTION 11. OPERATION OF BICYCLES

- A. No Person shall use a bicycle, scooter or similar conveyance except upon roadways, parking area or specifically designated paths.
- B. No Person may use a bicycle, scooter or similar device in a careless manner, which may result in injury to a person or damage to property.
- C. No Person may operate motorized bicycles, scooters or a similar conveyance on County Park property except in designated parking areas.

SECTION 12. SKATING AND SKIING

- A. No Person shall use ice skates, roller skates, in-line skates or skateboards on County Park property.
- B. Cross-county skiing and snowshoeing is permitted within County Park property on designated roadways and trails.

SECTION 13. PERSONAL CONDUCT

- A. It shall be unlawful for any person to be under the influence of intoxicants, narcotics, or other mind-affecting drugs, or to engage in any violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene or otherwise disorderly conduct tending to create a breach of the peace, or who is endangering directly or indirectly another person or acting in a manner which creates a public disturbance.
- B. No person shall interfere with any park or County employee or designee in the discharge of his or her duties, or fail or refuse to obey any directive issued by them.
- C. Public nudity and indecent exposure, as defined by State law, is prohibited.

SECTION 14. PETS

Dogs and other pets are permitted in the park only when kept on a leash not over six feet in length and kept under the immediate control of a responsible person. Dogs and other pets are not permitted in designated nature areas or buildings. The owner will assume full responsibility for all pets. Guide dogs for the impaired are permitted in all areas. Pet owners must clean up pet droppings and dispose of them off of County Park property. Guide or leader dogs, hearing dogs, and service dogs for disabled person are permitted in all areas, as provided under Michigan Compiled Laws 750.502c, as amended.

SECTION 15. PROTECTION OF WILDLIFE

No Person shall hunt, bait, trap, injure or kill any animal or bird on County Park property unless authorized by written permission by the County Board or designated Representative. No person shall molest or rob any nest of any bird or lair, den or burrow of any animal in or upon any County Park property.

SECTION 16. FISHING

Fishing is prohibited within or upon County Park property.

SECTION 17. DESTRUCTION OF PLANT LIFE AND NATURAL SURROUNDINGS

No person shall:

- A. Cut, remove, or destroy any tree, sapling, seedling, bush or shrub, whether alive or dead, or chip, blaze, box, girdle, trim or otherwise deface or damage any tree or shrub, or pick, gather, uproot, remove or destroy any flower, plant or grass.
- B. Dig, Remove or cause to be removed any sod, earth humus, peat, boulders, rock, gravel or sand, mineral, artifact or other material.
- C. Cut and remove firewood.

SECTION 18. LITTERING AND POLLUTION

No person shall:

- A. Discard or deposit refuse of any kind or nature in or upon the County Park property, except in receptacles provided for such purposes.
- B. Persons generating or creating trash, refuse, litter or other waste material on County Park property shall remove and properly dispose of said material off of the County Park property.

SECTION 19. FIRES

- A. No person shall set or build any fire upon County Park property.
- B. No person shall drop, throw or otherwise scatter lighted matches, burning cigars, cigarettes, tobacco, paper or other inflammable material within or upon any County Park property.

SECTION 20. DESTRUCTION OF BUILDINGS, MARKERS, MONUMENTS AND OTHER PROPERTIES

No person upon County Park property shall:

- A. Willfully destroy, deface, alter, change or remove any monument, stone marker,

bench mark, stake, post or blaze, marking or designating any boundary line, survey line, or reference point.

- B. Injure, deface, disturb, mark upon, befoul nor in any manner destroy or cause to be destroyed, any building, equipment, structure, utility or other County Park property.
- C. Deface, destroy, or remove any placard, notice or sign, whether permanent or temporary, posted or exhibited within or upon park property.
- D. Appropriate, excavate, remove, handle, injure or destroy any historical or pre-historical ruin or any object of antiquity, without the County Board's permission.

SECTION 21. WEAPONS

No person shall:

- A. Have in their possession or control any slingshot, BB gun, paint ball guns, bow and/or arrow, or explosives on County Park property.
- B. Discharge any rifle, shotgun, pellet gun, air rifle, pistol, or other firearm in or into County Park property.

This section shall not apply to any deputy sheriff, police officer, peace officer, park officer, park ranger or other duly-appointed law enforcement officer while carrying out the duties and responsibilities of their position. Furthermore, this section shall not affect the rights of individuals who possess a valid Concealed Weapon License issued by the state of their residence.

SECTION 22. FIREWORKS

No person shall fire, discharge or have in his or her possession any rocket, firecrackers, sparklers, torpedo, squib or other fireworks or any substance of an explosive or dangerous nature within or upon County Park property.

SECTION 23. METAL DETECTORS

Metal detectors are permitted in designated park areas.

SECTION 24. MUSICAL INSTRUMENTS, RADIOS, AUDIO DEVICES, SOUND AMPLIFYING DEVICES, AND LOUDSPEAKERS

It is prohibited to use a loudspeaker, public-address system or amplifier within or upon County Park property, unless these devices are allowed as part of a use permit authorized under Section 7 (E) of the Fillmore County Park Rules.

SECTION 25. COMMERCIAL ACTIVITY AND ADVERTISING

No person or organization other than the County Board, its agents and licensees shall, while on County Park property advertise, offer for hire, vend or sell any service, food, beverage, merchandise or other personal property or advertise, carry on or conduct any other business or commercial activity. No signs, placards or notices may be erected on County Park property. Constitutionally protected speech is permitted subject to reasonable time, place and manner parameters.

SECTION 26. HORSES

Horses are prohibited within or upon County Park property.

SECTION 27. UNLAWFUL OBSTRUCTION

No person, firm or corporation shall by force, threats, intimidations, unlawful fencing, enclosing or by other means, prevent or obstruct any person from entering, leaving or making full use of any County Park property.

SECTION 28. IMPERSONATION OF PARK EMPLOYEES

No person shall impersonate any employee or contracted employee of the County Board for any reason whatsoever.

SECTION 29. FINES AND IMPRISONMENT

Any person violating the provisions of the State Law or the Motor Vehicle Code shall be subject to the fines and penalties provided by law. In addition, or in the alternative, persons violating the above rules may also be subject to eviction from County Park property. Nothing in these Rules shall be construed to conflict, contravene, enlarge or reduce any criminal liability or responsibility, including fines imposed by a judge for any criminal offense under Michigan or Federal law.

SECTION 30. ASSUMPTION OF RISK

Any persons using a County Park takes full responsibility for their own and their guest actions, and agree to release and hold harmless the County of Livingston, their employees, volunteers and elected and appointed officials from any and all liability or bodily injury, including death, which may occur as a result of their use of County Park property.

MEETING MINUTES

JANUARY 29, 2020
ADMINISTRATION BUILDING - CONFERENCE ROOM 1
304 E. Grand River Avenue, Howell, MI 48843

PARKS & OPEN SPACE ADVISORY COMMITTEE

<input type="checkbox"/> GARY CHILDS	<input checked="" type="checkbox"/> MIKE ARENS	<input checked="" type="checkbox"/> CHRIS FOLTS	<input type="checkbox"/> DOUG HELZERMAN
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OTHERS: KELLIE PROKUDA KATHLEEN KLINE-HUDSON SCOTT BARB			

1. **Call to Order:** Meeting called to order by Commissioner Nakagiri at 9:30 AM.

2. **Approval of Minutes:** MINUTES OF MEETING DATED NOVEMBER 6, 2019

MOTION TO APPROVE THE MINUTES:
MOVED BY CALL - SECONDED BY EDWARDS
ALL IN FAVOR - MOTION PASSED

3. **Approval of Agenda:** AGENDA OF MEETING DATED JANUARY 29, 2020:

MOTION TO APPROVE THE AGENDA AS AMENDED:
MOVED BY FOLTS - SECONDED BY LOBUR
ALL IN FAVOR – MOTION PASSED

4. **Call to the Public** – None

5. **Fillmore County Park Update**

- Construction Update – what remains to be done
 - Wood chip trails, trail map and markers
 - Ribbon cutting around May 15, 2020
- Trail and Sports Field Naming

MOTION TO PRESENT A RESOLUTION TO THE BOARD OF COMMISSIONERS RECOMMENDING THE NAMING OF THE PLAY FIELD TO “JOHN E. LABELLE FIELDS” AND TRAIL TO “HINTON TRAIL”:
MOVED BY ARENS - SECONDED BY LOBUR
ALL IN FAVOR – MOTION PASSED

- Operations and Maintenance Plan
 - Meeting with SELCRA, Chris Folts and Mike Arens

6. Lutz County Park

- Facilities Update
- Update on Dark Sky Designation
 - Application packet is 70% complete
 - Working on public access policy

7. Park Rules

- Fillmore Park Rules

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AND ATTORNEY REVIEW:
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- Lutz Park Rules

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8. Other

- Planning Department update on Livingston County Trail Network Plan

7. Items for Discussion on Next Agenda

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- Opening day

8. Adjournment

**MOTION TO ADJOURN AT 10:45 AM.
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ALL IN FAVOR - MOTION PASSED**