

## **PUBLIC WORKS & PLANNING COMMITTEE**

**WEDNESDAY, JANUARY 13, 2021**

**9:00 A.M.**

### **MINUTES**

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**MEMBERS PRESENT:** Commissioners Brian Lautzenheiser, Jim Mott, Terrance Augustine, Joseph Brehler, Blake Mulder, Barbara Rogers and Jane Whitacre

**ALSO PRESENT:** Commissioner Jeremy Whittum; Troy Stowell, Gene Bryan, Morgan Feldpausch, Claudine Williams and John Fuentes

The Public Works and Planning Committee met in virtual session on January 13, 2021 as permitted by PA 228 of 2020. The members made an announcement of the location from which they are attending remotely as follows:

Commissioner Lautzenheiser, their residence in the City of Charlotte, Eaton County, MI  
Commissioner Mott, their residence in Walton Township, Olivet, Eaton County, MI  
Commissioner Rogers, their residence in Hamlin Township, Eaton County, MI  
Commissioner Mulder, their second residence in Clare, Clare County, MI  
Commissioner Brehler, their residence in the City of Lansing, Eaton County, MI  
Commissioner Augustine, their residence in the City of Grand Ledge, Eaton County, MI  
Commissioner Whitacre, their residence in Delta Township, Eaton County, MI

Chairperson Lautzenheiser called the meeting to order at 9:00 a.m.

Commissioner Augustine moved to approve the agenda, as presented. Commissioner Whitacre seconded. Motion carried by unanimous roll call.

There was no limited public comment.

Troy Stowell, Park Director, was present to provide the Department's monthly update. It was reported that the proposed regional trail planning grant was no longer being considered by Charlotte Rising during the current grant cycle. Discussions with stakeholders will continue for consideration of pursuing a grant in the future.

Mr. Stowell also reported that he has been in discussion with the Michigan Department of Natural Resources Land and Water conservation Division grant provisions within a 1980 Fitzgerald Park grant that could be impacted by future development on the city-owned property.

It was reported that the City of Grand Ledge submitted a proposal for alternative annual park pass fees for city residents for discussion in accordance with the September 2020 lease renewal. The Parks Commission reviewed the proposal and was supportive. The proposal established a \$10 annual pass fee for city residents for motor vehicle entry to Fitzgerald Park. The City proposes to administer the sale of the passes with 100 percent of the proceeds to the Parks Department. Discussion held.

Commissioner Mulder moved to recommend approval of the addition of a \$10 annual Fitzgerald Park fee for City of Grand Ledge residents to the Parks Department fee schedule to the Board of Commissioners for 2021. Commissioner Augustine seconded. Motion carried by unanimous roll call.

Gene Bryan, Construction Code Enforcement Director, was present to provide the Department's monthly update. The permit, inspection and enforcement activity were reviewed and discussed. Housing start data for 2021 was also presented and discussed.

Morgan Feldpausch, Resource Recovery Coordinator, was present to provide the monthly update for the Designated Implementing Agency. An update was provided on the reopening of the Sunfield Township collection site. Participation is increasing since the reopening, but has not returned fully to prior levels.

There was also discussion regarding the development of an agricultural plastic recycling program operated at the site.

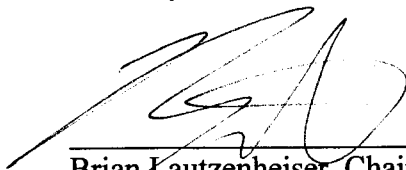
An update was provided on the planning changes for upcoming County collection events to scale down participation and increase health and safety protocols for volunteers, staff and the public. Discussion held.

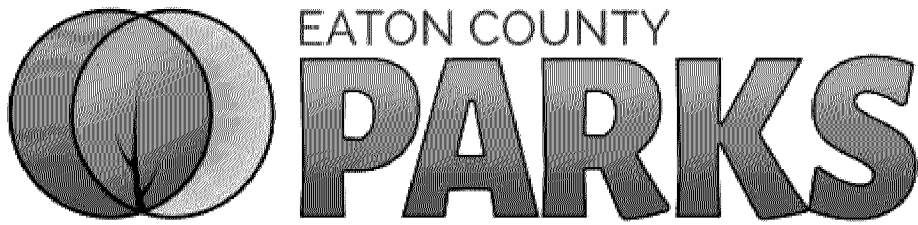
It was also reported that the Department has been in communication with the regional transfer station operator regarding possible collaboration and partnership opportunities when the facility is operational in 2021.

Claudine Williams, Community Development Director, was present to provide the Department's monthly update. It was reported that the Lansing Area Economic Partnership (LEAP) received funding from the Michigan Economic Development Corporation (MEDC) to allocate small business survival grants. Discussion held. It was also reported that the County will be completing its grant reporting for the Community Development Block Grant (CDBG) Coronavirus Aid, Relief, and Economic Security (CARES) allocation by the end of February 2021.

Chairperson Lautzenheiser adjourned the meeting at 9:55 a.m.

The next regular meeting of the Public Works and Planning Committee will be held on Wednesday, February 10, 2021 at 9:00 a.m.

  
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Brian Lautzenheiser, Chairperson



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**Eaton County Parks Commission**  
Directors Report – December 2020

**Monthly Briefing**

Social Media Efforts (per Month):

**Facebook**

Total Reach: 9,077  
Post Engagements (shares/likes): 871  
New Page Likes: 27

**Instagram**

Followers 386  
Following 186

**Master Plan Updates**

The final iteration of the 2021-2025 Parks Master Plan was approved by the Board of Commissioners on December 16, 2021 by unanimous vote following a public hearing in which support was given by Robert McConnell and Riley Spayde.

The plan is now in the process of being electronically submitted to the DNR for final approval.

**Fitzgerald 1980 LWCF Grant Encumbrance**

In 1980, Eaton County received a grant from the Land and Water Conservation Fund (federal grant) for parking and access development at and around the nature center/launch within Fitzgerald Park. As with any state/federal grant program, the grant dollars place and encumbrance on the park which is in perpetuity for public access. Should portions within that park encumbrance no longer be available to the public for recreational purposes, a Conversion is placed on that property which either needs to be mitigated (purchase and development for “similar recreational usefulness,” or that conversion shall severely hamper that agency’s future grant endeavors. With the anticipated expansion of the Waste Water infrastructure as well as the legal boundaries of Fitzgerald Park being reduced, I reached out for clarification from the DNR regarding Eaton County’s role in moving forward.

After consulting with agents from the DNR Grants Division as well as the Federal LWCF Grant Coordinator the following was discussed:

- Eaton County, as the grant recipient, is obligated to the encumbrance regardless of existing, previous or subsequent lease agreements with the City of Grand Ledge
- The encumbered property is the original 78 acres as listed in the National Park Services records.
- Property acquired by the City of Grand Ledge (either Gulf Street properties or the recent 10 acre acquisition) are likely not eligible to be considered for mitigation for a variety of circumstances including how the property was purchased and certain timelines established within the mitigation procedures.
- Eaton County may request a release of encumbrances from the LWCF for Fitzgerald Park. This is not a traditional route, however given the circumstances and lack of documentation from the application period regarding lease obligations (not required in 1980). It is not clear what future impact that may have on any state/federal grant programs.

## **Construction/Contract Updates**

Jackie Blanc and I met with Randy Crandell to discuss and unveil the new conceptual plan for Crandell Park with special emphasis on trail development within the park. The plan was well received and we look forward to working with the Crandell family on developing a plan of action for trail development in 2021.

## **Regional Trails Stakeholder Meeting**

Continued virtual meetings with stakeholders from the City of Eaton Rapids, Elevate ER, Eaton and Eaton Rapids Townships, City of Charlotte and Charlotte Rising to discuss next phase(s) of development of a regional trail connecting the two communities. Discussion centered on the application for technical assistance from the USDA Recreation Economy for Rural Communities Program, which historically has been used to help connect enhanced outdoor recreation opportunities with traditional and growing downtown districts.

## **Parks and Recreation Regional Discussions**

December meetings of both the Southern Michigan Recreation and Parks Association (SMRPA), The Regional Director's Summit, and the Michigan Association of County Parks and Recreation Officials (MACPRO) were held.

## **Business Plan Development**

Based on the 2021-2025 Master Plan Objectives, initial research has begun in developing a Department Business Plan.

## **Future Outlook**

Areas of Focus:

- Re-visit County-Wide Non-Motorized Trail Development
- Programming Schedule w/ Crystal & Jackie
- Long Term Revenue Planning
- Capital Development Projects for FY 20/21

Respectfully Submitted,



Troy Stowell, Director  
Eaton County Parks and Recreation

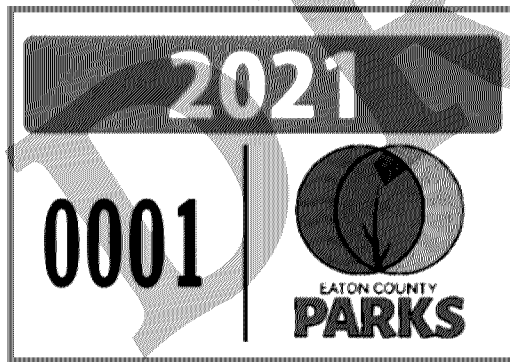
# EATON COUNTY PARKS

# 2021 PARKS PASS

# NOW AVAILABLE!

## OPTION 1:

2021 access to  
Fitzgerald Park, Fox Park, and  
Lincoln Brick Park.



## OPTION 2:

2021 access to  
Fitzgerald Park.



## ANNUAL FEE

### EATON COUNTY RESIDENTS    NON-RESIDENTS

Resident \$20

Non-Resident \$25

Resident Senior (60+) \$15

Non-Resident Senior (60+) \$20

### ADMINISTRATION OFFICE

at Fitzgerald Park, M-F, 8am - 5pm  
(credit card, cash, and check)

### GATEHOUSE AND SELF-PAY STATIONS

Fitzgerald Park, Fox Park, and Lincoln Brick Park  
(cash and checks only)

### GRAND LEDGE CITY HALL

310 Greenwood Street, M-F, 8am - 5pm  
(credit card\*, cash, and check)

PURCHASE OPTIONS

## ANNUAL FEE

Available ONLY to

City of Grand Ledge Residents \$10

### GRAND LEDGE CITY HALL

310 Greenwood Street  
M-F, 8am - 5pm  
(credit card\*, cash, and check)

PURCHASE OPTION

\*Credit card subject to convenience fees.

# ALL PROCEEDS OF PARK ACCESS STICKERS BENEFIT EATON COUNTY PARKS.

**REVENUE**

| Code                         | Revenue Source                     | Annual Budget        | Current Month      | YTD Collected       | % Collected | Accounts Receivable |
|------------------------------|------------------------------------|----------------------|--------------------|---------------------|-------------|---------------------|
| 208.600.752.651              | Fitzgerald Park Gate Receipts      | \$ 44,000.00         | \$ 3,871.92        | \$ 8,936.06         | 20%         |                     |
| 208.600.752.652              | Fitzgerald Park Site Fees          | \$ 10,000.00         | \$ -               | \$ 380.00           | 4%          |                     |
| 208.600.752.653              | Recreation Programs                | \$ 20,000.00         | \$ -               | \$ 2,500.96         | 13%         |                     |
| 208.600.752.654              | Naturalist Programs                | \$ 8,000.00          | \$ 20.00           | \$ 318.00           | 4%          |                     |
| 208.671.752.675              | Donations                          | \$ 6,000.00          | \$ -               | \$ -                | 0%          |                     |
| 208.600.753.651              | Fox Park Gate Receipts             | \$ 15,500.00         | \$ 41.00           | \$ 345.89           | 2%          |                     |
| 208.600.753.652              | Fox Park Site Fees                 | \$ 2,000.00          | \$ -               | \$ -                | 0%          |                     |
| <b>General Revenue Total</b> |                                    | <b>\$ 105,500.00</b> | <b>\$ 3,932.92</b> | <b>\$ 12,480.91</b> | <b>12%</b>  | <b>\$ -</b>         |
| 208.671.753.675.001          | Donations - Private Grants         | \$ -                 |                    |                     |             |                     |
| 208.664.000.670.000          | Rental Income                      | \$ 17,500.00         |                    |                     |             |                     |
| 208.580.000.580.000          | Local Unit Contribution            | \$ 38,000.00         |                    |                     |             |                     |
| 208.960.000.695.000          | Fund Balance Carry Over            | \$ 50,000.00         |                    |                     |             |                     |
| 208.960.000.699.101          | Transfer In - County General Funds | \$ 571,451.00        |                    |                     |             |                     |
| 208.960.000.699.211          | Transfer In - Special Projects     | \$ -                 |                    |                     |             |                     |
| <b>TOTAL REVENUE</b>         |                                    | <b>\$ 782,451.00</b> |                    |                     |             |                     |

| 2019-2020            |                    |                     |            |  |
|----------------------|--------------------|---------------------|------------|--|
| Budget               | Monthly            | YTD                 | %YTD       |  |
| \$ 46,000.00         | \$ 462.24          | \$ 3,832.90         | 8%         |  |
| \$ 10,000.00         | \$ 81.00           | \$ 821.00           | 8%         |  |
| \$ 20,000.00         | \$ 170.00          | \$ 2,019.96         | 10%        |  |
| \$ 8,500.00          | \$ 800.00          | \$ 860.00           | 10%        |  |
| \$ 6,000.00          | \$ -               | \$ 2,879.96         | 48%        |  |
| \$ 16,000.00         | \$ 79.00           | \$ 79.00            | 0%         |  |
| \$ 2,000.00          | \$ -               | \$ -                | 0%         |  |
| <b>\$ 108,500.00</b> | <b>\$ 1,592.24</b> | <b>\$ 10,492.82</b> | <b>10%</b> |  |

**EXPENDITURES**

| Code                      | Account                   | Adopted Budget       | Budget Amended       | Encumbrances (PO's) | Current Month Transactions | Y-T-D Expenditures   | Amended Budget Less YTD Expenses | YTD % Spent   | Last Years Y-T-D Expenditures |
|---------------------------|---------------------------|----------------------|----------------------|---------------------|----------------------------|----------------------|----------------------------------|---------------|-------------------------------|
| 208.751                   | Administration            | \$ 275,567.00        | \$ 275,567.00        | \$ 1,584.30         | \$ 9,745.08                | \$ 43,241.53         | \$ 232,325.47                    | 15.69%        | \$ 23,886.72                  |
| 208.752                   | Fitzgerald Park           | \$ 276,310.00        | \$ 276,310.00        | \$ -                | \$ 10,206.40               | \$ 26,645.61         | \$ 249,664.39                    | 9.64%         | \$ 23,386.54                  |
| 208.753                   | Fox Park                  | \$ 32,201.00         | \$ 32,201.00         | \$ -                | \$ 172.10                  | \$ 2,742.46          | \$ 29,458.54                     | 8.52%         | \$ 1,493.42                   |
| 208.754                   | Bellevue Area Parks       | \$ 1,250.00          | \$ 1,250.00          | \$ -                | \$ 202.12                  | \$ 245.32            | \$ 1,004.68                      | 19.63%        | \$ 142.30                     |
| 208.755                   | Lincoln Brick Park        | \$ 34,124.00         | \$ 34,124.00         | \$ -                | \$ 122.27                  | \$ 6,056.36          | \$ 28,067.64                     | 17.75%        | \$ 480.06                     |
| 208.756                   | Crandell Park             | \$ 9,390.00          | \$ 9,390.00          | \$ -                | \$ -                       | \$ 106.26            | \$ 9,283.74                      | 1.13%         | \$ -                          |
| 208.901                   | Capital Equipment         | \$ 135,100.00        | \$ 135,100.00        | \$ 59,700.00        | \$ -                       | \$ 59,700.00         | \$ 75,400.00                     | 44.19%        | \$ -                          |
| 208.906                   | Debit Services            | \$ 18,509.00         | \$ 18,509.00         | \$ -                | \$ 1,542.10                | \$ 3,084.20          | \$ 15,424.80                     | 16.66%        | \$ 624.45                     |
| 208.211                   | Transfer Out General Fund | \$ -                 | \$ -                 | \$ -                | \$ -                       | \$ -                 | \$ -                             | N/A           | N/A                           |
| <b>EXPENDITURES TOTAL</b> |                           | <b>\$ 782,451.00</b> | <b>\$ 782,451.00</b> | <b>\$ 61,284.30</b> | <b>\$ 21,990.07</b>        | <b>\$ 141,821.74</b> | <b>\$ 640,629.26</b>             | <b>18.13%</b> | <b>\$ 50,013.49</b>           |

**LINCOLN BRICK**

| Revenue Source           | Current Month    | YTD Collected      | Accounts Receivable |
|--------------------------|------------------|--------------------|---------------------|
| Gate Receipts            | \$ 406.82        | \$ 960.45          |                     |
| Site Receipts            | \$ (100.00)      | \$ 100.00          | \$ 100.00           |
| Reimbursements/Donations | \$ -             | \$ -               |                     |
| Residence                | \$ 500.00        | \$ 1,000.00        | \$ 5,000.00         |
| <b>TOTAL REVENUE</b>     | <b>\$ 806.82</b> | <b>\$ 2,060.45</b> | <b>\$ 5,100.00</b>  |

| 2019/2020        |                    |
|------------------|--------------------|
| Monthly          | Year to Date       |
| \$ 248.61        | \$ 248.61          |
| \$ 80.00         | \$ 295.00          |
| \$ -             | \$ -               |
| \$ 500.00        | \$ 1,000.00        |
| <b>\$ 828.61</b> | <b>\$ 1,543.61</b> |

|             |                             |            |
|-------------|-----------------------------|------------|
| 765.007.001 | Lincoln Brick Fund Balance: | 107,736.34 |
|-------------|-----------------------------|------------|

|             |                                       |              |
|-------------|---------------------------------------|--------------|
| 765.007.000 | Lincoln Brick Perpetual Fund Balance: | \$ 66,995.82 |
|-------------|---------------------------------------|--------------|

REVENUE

| Code                  | Revenue Source                     | Annual Budget | Current Month | YTD Collected | % Collected | Accounts Receivable |
|-----------------------|------------------------------------|---------------|---------------|---------------|-------------|---------------------|
| 208.600.752.651       | Fitzgerald Park Gate Receipts      | \$ 44,000.00  | \$ 1,095.60   | \$ 10,031.66  | 23%         |                     |
| 208.600.752.652       | Fitzgerald Park Site Fees          | \$ 10,000.00  | \$ -          | \$ 380.00     | 4%          | \$ 120.00           |
| 208.600.752.653       | Recreation Programs                | \$ 20,000.00  | \$ 150.00     | \$ 2,650.96   | 13%         |                     |
| 208.600.752.654       | Naturalist Programs                | \$ 8,000.00   | \$ -          | \$ 318.00     | 4%          |                     |
| 208.671.752.675       | Donations                          | \$ 6,000.00   | \$ 75.00      | \$ 75.00      | 1%          |                     |
| 208.600.753.651       | Fox Park Gate Receipts             | \$ 15,500.00  | \$ 20.75      | \$ 366.64     | 2%          |                     |
| 208.600.753.652       | Fox Park Site Fees                 | \$ 2,000.00   | \$ -          | \$ -          | 0%          |                     |
| General Revenue Total |                                    | \$ 105,500.00 | \$ 1,341.35   | \$ 13,822.26  | 13%         | \$ 120.00           |
| 208.671.753.675.001   | Donations - Private Grants         | \$ -          |               |               |             |                     |
| 208.664.000.670.000   | Rental Income                      | \$ 17,500.00  |               |               |             |                     |
| 208.580.000.580.000   | Local Unit Contribution            | \$ 38,000.00  |               |               |             |                     |
| 208.960.000.695.000   | Fund Balance Carry Over            | \$ 50,000.00  |               |               |             |                     |
| 208.960.000.699.101   | Transfer In - County General Funds | \$ 571,451.00 |               |               |             |                     |
| 208.960.000.699.211   | Transfer In - Special Projects     | \$ -          |               |               |             |                     |
| TOTAL REVENUE         |                                    | \$ 782,451.00 |               |               |             |                     |

| 2019-2020     |             |              |      |  |
|---------------|-------------|--------------|------|--|
| Budget        | Monthly     | YTD          | %YTD |  |
| \$ 46,000.00  | \$ 497.85   | \$ 4,330.75  | 9%   |  |
| \$ 10,000.00  | \$ -        | \$ 821.00    | 8%   |  |
| \$ 20,000.00  | \$ -        | \$ 2,019.96  | 10%  |  |
| \$ 8,500.00   | \$ 3,447.00 | \$ 4,307.00  | 51%  |  |
| \$ 6,000.00   | \$ -        | \$ -         | 0%   |  |
| \$ 16,000.00  | \$ 2.00     | \$ 81.00     | 1%   |  |
| \$ 2,000.00   | \$ -        | \$ -         | 0%   |  |
| \$ 108,500.00 | \$ 3,946.85 | \$ 11,559.71 | 11%  |  |

EXPENDITURES

| Code               | Account                   | Adopted Budget | Budget Amended | Encumbrances (PO's) | Current Month Transactions | Y-T-D Expenditures | Amended Budget Less YTD Expenses | YTD % Spent | Last Years Y-T-D Expenditures |
|--------------------|---------------------------|----------------|----------------|---------------------|----------------------------|--------------------|----------------------------------|-------------|-------------------------------|
| 208.751            | Administration            | \$ 275,567.00  | \$ 275,567.00  | \$ 1,584.30         | \$ 19,685.54               | \$ 66,091.62       | \$ 209,475.38                    | 23.98%      | \$ 18,981.69                  |
| 208.752            | Fitzgerald Park           | \$ 276,310.00  | \$ 276,310.00  | \$ -                | \$ 13,818.09               | \$ 48,432.85       | \$ 227,877.15                    | 17.53%      | \$ 21,447.44                  |
| 208.753            | Fox Park                  | \$ 32,201.00   | \$ 32,201.00   | \$ -                | \$ 582.72                  | \$ 3,452.31        | \$ 28,748.69                     | 10.72%      | \$ 243.68                     |
| 208.754            | Bellevue Area Parks       | \$ 1,250.00    | \$ 1,250.00    | \$ -                | \$ 35.98                   | \$ 281.30          | \$ 968.70                        | 22.50%      | \$ 16.00                      |
| 208.755            | Lincoln Brick Park        | \$ 34,124.00   | \$ 34,124.00   | \$ -                | \$ 743.90                  | \$ 6,743.45        | \$ 27,380.55                     | 19.76%      | \$ 1,189.99                   |
| 208.756            | Crandell Park             | \$ 9,390.00    | \$ 9,390.00    | \$ -                | \$ 90.17                   | \$ 196.43          | \$ 9,193.57                      | 2.09%       | \$ 175.00                     |
| 208.901            | Capital Equipment         | \$ 135,100.00  | \$ 135,100.00  | \$ 59,700.00        | \$ -                       | \$ 59,700.00       | \$ 75,400.00                     | 44.19%      | \$ 25,597.59                  |
| 208.906            | Debit Services            | \$ 18,509.00   | \$ 18,509.00   | \$ -                | \$ 1,542.10                | \$ 4,626.30        | \$ 13,882.70                     | 24.99%      | \$ 1,068.19                   |
| 208.211            | Transfer Out General Fund | \$ -           | \$ -           | \$ -                | \$ -                       | \$ -               | \$ -                             | N/A         | N/A                           |
| EXPENDITURES TOTAL |                           | \$ 782,451.00  | \$ 782,451.00  | \$ 61,284.30        | \$ 36,498.50               | \$ 189,524.26      | \$ 592,926.74                    | 24.22%      | \$ 68,719.58                  |

LINCOLN BRICK

| Revenue Source           | Current Month | YTD Collected | Accounts Receivable |
|--------------------------|---------------|---------------|---------------------|
| Gate Receipts            | \$ 289.60     | \$ 1,250.05   |                     |
| Site Receipts            | \$ -          | \$ 100.00     | \$ 100.00           |
| Reimbursements/Donations | \$ -          | \$ -          |                     |
| Residence                | \$ 500.00     | \$ 1,500.00   | \$ 4,500.00         |
| 765.671.675.000          | \$ 789.60     | \$ 2,850.05   | \$ 4,600.00         |

| 2019/2020 |              |
|-----------|--------------|
| Monthly   | Year to Date |
| \$ 259.45 | \$ 508.06    |
| \$ 210.00 | \$ 505.00    |
| \$ -      | \$ -         |
| \$ 500.00 | \$ 1,500.00  |
| \$ 969.45 | \$ 2,513.06  |

765.007.001 Lincoln Brick Fund Balance: \$ 108,243.12

765.007.000 Lincoln Brick Perpetual Fund Balance: \$ 67,283.06



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**RESOLUTION IN APPRECIATION OF DR. L ROBERT McCONNELL**

January 6, 2021  
Resolution #2021-01

**WHEREAS**, Dr. L. Robert McConnell of 4707 Thornapple Lane Lansing, MI 48917, has served with distinction as an Eaton County Parks Commissioner from 2008-2020, and served multiple terms as Chairman of the Parks Commission beginning in 2012 and;

**WHEREAS**, Dr. McConnell is an advocate for Eaton County Parks and its effort to advance the quality of life for area residents through parks and programs that provide a memorable outdoor experience for all and;

**WHEREAS**, as a Parks Commissioner, Dr. McConnell worked diligently and tirelessly in support of the acquisition and conceptualization of Crandell Park; and

**WHEREAS**, further in this role he advocated for the pursuit of a smoke-free park environment, resulting in the establishment of a model that has been emulated in other areas, led the establishment of new park policies and procedures including leading the Parks Commission to establish revised roles and responsibilities, and continues to advocate for long term financial sustainability for the parks system; and

**WHEREAS**, Dr. McConnell will always be known as a true voice for accessibility, a loyal volunteer and contributor for parks throughout Eaton County, and his passion and generosity will continue to be a beacon for those to follow for years to come

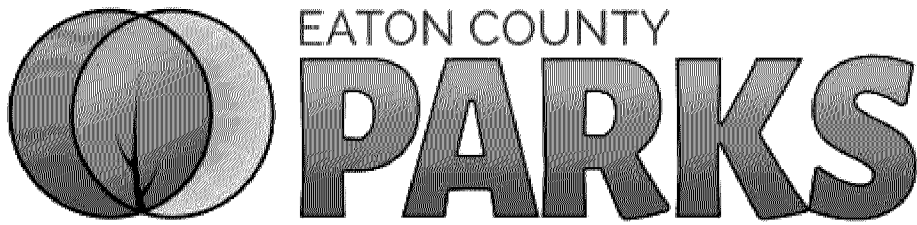
**Now, therefore be it resolved**, that the Eaton County Parks Commission would like to recognize Dr. L. Robert McConnell with this tribute for his years of service and dedication to the parks system and will always be grateful for his gifts of time, commitment and willingness to advocate at all levels for the advancement of Eaton County Parks.

Adopted: January 6, 2021

Attested:

Signature:





133 FITZGERALD PARK DR.  
Grand Ledge, MI 48837  
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(517) 627-4234 fax  
[www.eatoncountyparks.org](http://www.eatoncountyparks.org)

**RESOLUTION IN SUPPORT OF THE APPLICATION FOR  
REGIONAL TRAIL TECHNICAL ASSISTANCE**

January 6, 2021

Resolution #2021-02

WHEREAS, Eaton County residents have demonstrated through public input opportunities that regional non-motorized trails are a priority for future development including 76% of respondents in the 2021-2025 Master Plan Public Survey in favor of a regional trail connecting the communities of Charlotte and Eaton Rapids.

WHEREAS, The 2021-2025 Eaton County Parks Master Plan establishes Goal 5: Connectivity to establish a trail system that connects recreational facilities and amenities throughout the County by land and water. To develop a regional trail plan with surrounding municipalities that would link community facilities, schools and parks.

WHEREAS, A group representing Eaton County, the cities of Charlotte and Eaton Rapids and the Townships of Eaton and Eaton Rapids has convened to explore the feasibility of a non-motorized trail connecting the Downtown Districts of Charlotte and Eaton Rapids.

WHEREAS, The Recreation Economy for Rural Communities Grant through the USDA helps communities develop strategies and an action plan to revitalize their Main Street(s) through outdoor recreation opportunities and connectivity.

WHEREAS, The scope of the Recreation Economy for Rural Communities grant application will be for technical assistance in developing a Regional Trail Study identifying potential trail route(s) design, implementation and funding mechanisms.

Now, therefore be it resolved, that the Eaton County Parks Commission is in support of the application for the Recreation Economy for Rural Communities Technical Assistance Grant.

Adopted: January 6, 2021

Attested:

Signature:

## **OPERATIONS MANAGER REPORT**

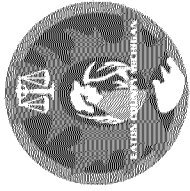
**2020 November / December**

Projects: On going general seasonal operations.  
Equipment maintenance and repair.  
Leaf removal.  
Grading and improving entrance drives at Fox and Lincoln Brick Parks.  
Lincoln Brick Fire pit Eagle Scout Project  
Lincoln Brick Trail wood chipping Eagle Scout Project  
Lincoln Brick picnic table board replacement site 2  
Meeting and Planning regarding Crandell parking lot expiation  
Parking lot improvements at Fitzgerald Park (lower & office)  
Post boundaries and No Hunting areas.  
Boardwalk/Bridge and Stair Repairs  
Trail maintenance and improvements.  
Sledding Hill stove repair and prep for season  
Winterization of equipment.  
Picnic table repair.  
Crandell Building repairs.  
Prep for winter snow removal  
Install plow equipment.  
Service All Fire Extinguishers  
Nature Center prep for season and replace heater  
Nature Center drinking fountain repairs  
Lincoln Brick Bee hotel/Habitat  
Ski and snowshoe rental prep and operations scheduling.  
Seek additional Community Service support.  
Signage for area parks.

### Projected January Maintenance Goals:

Equipment maintenance and service.  
Trail maintenance and improvements.  
Prepare summer Seasonal staff job postings.  
Water samples/testing Duane Tirrell Memorial Park.  
Signage for area parks.  
Capital Equipment & Development Projects 21/22  
Special Events Planning and Prep  
Picnic table repair.  
Lincoln Brick Outhouse Improvements & Repairs

**Notes:**



**Eaton County**  
**Department of Construction Codes**  
1045 Independence Boulevard, Charlotte, Michigan 48813  
Telephone: (517) 543-3004 Fax: (517) 543-9924

## MONTHLY ACTIVITY REPORT

For: Mr. John Fuentes, County Controller  
From: Gene Bryan, Director

| December 2019 | January 2020 | February 2020 | March 2020 | April 2020 | May 2020 | June 2020 | July 2020 | August 2020 | September 2020 | October 2020 | November 2020 | December 2020 |
|---------------|--------------|---------------|------------|------------|----------|-----------|-----------|-------------|----------------|--------------|---------------|---------------|
|---------------|--------------|---------------|------------|------------|----------|-----------|-----------|-------------|----------------|--------------|---------------|---------------|

1. Code Violations not related to inspections:

|   |   |   |   |   |   |   |    |    |    |    |    |    |
|---|---|---|---|---|---|---|----|----|----|----|----|----|
| 5 | 2 | 0 | 3 | 2 | 8 | 9 | 12 | 14 | 14 | 15 | 13 | 20 |
|---|---|---|---|---|---|---|----|----|----|----|----|----|

2. Commercial projects submitted for Plan Review:

|   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 3 | 1 | 1 | 1 | 1 | 1 | 2 | 2 | 0 | 1 | 0 | 0 | 1 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|

3. Complaints about Contractors:

|   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|

4. Address requests not related to new housing starts:

|   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | 1 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|

5. Court Cases:

|   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|

6. Magistrate Hearings:

|   |   |   |   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|

Marijuana grow facility in Windsor Twp.



# Eaton County Department of Construction Codes

1045 Independence Boulevard, Charlotte, Michigan 48813  
Telephone: (517) 543-3004 Fax: (517) 543-9924

*"OUR GOAL IS TO PROVIDE A SAFER PLACE TO LIVE, WORK AND PLAY"*

|                                                                                                                                           |                                                          |                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|---------------------------------------------------------------|
| <b>Gene Bryan</b><br>Director<br>Building Official<br>Building Inspector<br>Electrical Inspector<br>Mechanical Inspector<br>Plan Reviewer | <b>Bob Simons</b><br>Building Inspector<br>Plan Reviewer | <b>Vernon Camp Jr.</b><br>Plumbing Inspector<br>Plan Reviewer |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|---------------------------------------------------------------|

## SINGLE FAMILY HOUSING UNITS

Respective Calendar Years

| YEAR            | SINGLE<br>WIDE<br>(MH) | DOUBLE<br>WIDE<br>(MFG) (DW) | SITE<br>BUILT<br>(N) | YEARLY<br>TOTAL |
|-----------------|------------------------|------------------------------|----------------------|-----------------|
| 2006            | 0                      | 2                            | 123                  | 125             |
| 2007            | 0                      | 0                            | 86                   | 86              |
| 2008            | 0                      | 1                            | 39                   | 40              |
| 2009            | 2                      | 3                            | 12                   | 17              |
| 2010            | 7                      | 19                           | 22                   | 48              |
| 2011            | 3                      | 7                            | 28                   | 38              |
| 2012            | 7                      | 14                           | 35                   | 56              |
| 2013            | 10                     | 37                           | 40                   | 87              |
| 2014            | 7                      | 48                           | 40                   | 95              |
| 2015            | 20                     | 39                           | 43                   | 102             |
| 2016            | 8                      | 27                           | 57                   | 92              |
| 2017            | 8                      | 12                           | 59                   | 79              |
| 2018            | 3                      | 6                            | 66                   | 75              |
| 2019            | 8                      | 5                            | 53                   | 66              |
| 2020 Last Month | 0                      | 1                            | 4                    | 5               |
| 2020 YTD        | 2                      | 2                            | 60                   | 64              |

# Eaton County Department of Construction Codes

## County Wide Housing Starts Total

|                   |              | January | February | March | April | May | June | July | August | September | October | November | December | Y.T.D. TOTAL | 2019 Totals |
|-------------------|--------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|--------------|-------------|
| Charlotte         | Site Built   | 2       | 0        | 0     | 0     | 3   | 1    | 0    | 1      | 0         | 0       | 2        | 3        | 12           | 9           |
|                   | Mobile Homes | 2       | 1        | 1     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 4            | 4           |
|                   | Totals       | 4       | 1        | 1     | 0     | 3   | 1    | 0    | 1      | 0         | 0       | 2        | 3        | 16           | 13          |
| Delta Twp.        | Site Built   | 5       | 3        | 1     | 0     | 2   | 6    | 3    | 1      | 3         | 6       | 0        | 5        | 35           | 28          |
|                   | Mobile Homes | 0       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 0            | 11          |
|                   | Totals       | 5       | 3        | 1     | 0     | 2   | 6    | 3    | 1      | 3         | 6       | 0        | 5        | 35           | 39          |
| Eaton County      | Site Built   | 1       | 5        | 2     | 2     | 5   | 7    | 9    | 9      | 6         | 10      | 0        | 4        | 60           | 53          |
|                   | Mobile Homes | 0       | 0        | 0     | 0     | 1   | 0    | 2    | 0      | 0         | 0       | 0        | 1        | 4            | 13          |
|                   | Totals       | 1       | 5        | 2     | 2     | 6   | 7    | 11   | 9      | 6         | 10      | 0        | 5        | 64           | 66          |
| Eaton Rapids      | Site Built   | 0       | 0        | 2     | 0     | 0   | 0    | 0    | 0      | 0         | 1       | 0        | 0        | 3            | 4           |
|                   | Mobile Homes | 0       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 0            | 0           |
|                   | Totals       | 0       | 0        | 2     | 0     | 0   | 0    | 0    | 0      | 0         | 1       | 0        | 0        | 3            | 4           |
| Grand Ledge       | Site Built   | 3       | 0        | 1     | 0     | 0   | 0    | 0    | 2      | 1         | 1       | 1        | 5        | 14           | 14          |
|                   | Mobile Homes | 0       | 0        | 0     | 0     | 0   | 0    | 6    | 0      | 0         | 0       | 0        | 0        | 6            | 0           |
|                   | Totals       | 3       | 0        | 1     | 0     | 0   | 0    | 6    | 2      | 1         | 1       | 1        | 5        | 20           | 14          |
| Oneida            | Site Built   | 0       | 0        | 0     | 0     | 1   | 2    | 0    | 0      | 1         | 1       | 0        | 0        | 5            | 0           |
|                   | Mobile Homes | 0       | 0        | 0     | 0     | 0   | 0    | 0    | 0      | 0         | 0       | 0        | 0        | 0            | 4           |
|                   | Totals       | 0       | 0        | 0     | 0     | 1   | 2    | 0    | 0      | 1         | 1       | 0        | 0        | 5            | 4           |
| County Wide Total |              | 13      | 9        | 7     | 2     | 12  | 16   | 20   | 13     | 11        | 19      | 3        | 18       | 143          | 140         |

X = Not reported.

# Eaton County Department of Construction Codes

PERMIT APPLICATIONS: MONTH BY MONTH 2011-2020

| Year          | Trade      | January | February | March | April | May | June | July | August | September | October | November | December | YEAR TOTAL |
|---------------|------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|------------|
| 2011          | Building   | 10      | 7        | 14    | 26    | 23  | 48   | 32   | 29     | 21        | 29      | 22       | 15       | 276        |
|               | Mechanical | 30      | 26       | 30    | 32    | 29  | 30   | 28   | 41     | 44        | 96      | 48       | 60       | 494        |
|               | Electrical | 11      | 13       | 19    | 21    | 24  | 29   | 46   | 43     | 38        | 68      | 65       | 38       | 415        |
|               | Plumbing   | 12      | 8        | 8     | 9     | 14  | 17   | 17   | 19     | 15        | 21      | 16       | 19       | 175        |
| MONTHLY TOTAL |            | 63      | 54       | 71    | 88    | 90  | 124  | 123  | 132    | 118       | 214     | 151      | 132      | 1360       |
| 2012          | Building   | 4       | 15       | 30    | 30    | 29  | 33   | 36   | 34     | 30        | 36      | 19       | 16       | 312        |
|               | Mechanical | 51      | 36       | 38    | 31    | 34  | 43   | 48   | 52     | 44        | 71      | 62       | 48       | 558        |
|               | Electrical | 26      | 25       | 38    | 37    | 37  | 49   | 55   | 56     | 45        | 56      | 28       | 32       | 484        |
|               | Plumbing   | 19      | 12       | 23    | 24    | 17  | 27   | 26   | 31     | 14        | 20      | 14       | 19       | 246        |
| MONTHLY TOTAL |            | 100     | 88       | 129   | 122   | 117 | 152  | 165  | 173    | 133       | 183     | 123      | 115      | 1600       |
| 2013          | Building   | 13      | 16       | 20    | 23    | 34  | 35   | 51   | 54     | 47        | 37      | 24       | 11       | 365        |
|               | Mechanical | 42      | 38       | 37    | 57    | 42  | 44   | 61   | 39     | 44        | 61      | 65       | 43       | 573        |
|               | Electrical | 30      | 15       | 27    | 58    | 34  | 50   | 52   | 47     | 44        | 68      | 40       | 29       | 494        |
|               | Plumbing   | 19      | 18       | 16    | 16    | 19  | 27   | 28   | 27     | 25        | 28      | 12       | 11       | 246        |
| MONTHLY TOTAL |            | 104     | 87       | 100   | 154   | 129 | 156  | 192  | 167    | 160       | 194     | 141      | 94       | 1678       |
| 2014          | Building   | 13      | 17       | 15    | 38    | 44  | 43   | 33   | 69     | 57        | 48      | 31       | 66       | 474        |
|               | Mechanical | 46      | 35       | 39    | 40    | 30  | 58   | 53   | 53     | 71        | 78      | 55       | 100      | 658        |
|               | Electrical | 44      | 30       | 35    | 36    | 43  | 59   | 55   | 36     | 55        | 85      | 43       | 50       | 571        |
|               | Plumbing   | 21      | 17       | 20    | 23    | 21  | 29   | 24   | 17     | 22        | 21      | 18       | 47       | 280        |
| MONTHLY TOTAL |            | 124     | 99       | 109   | 137   | 138 | 189  | 165  | 175    | 205       | 232     | 147      | 263      | 1983       |
| 2015          | Building   | 39      | 20       | 34    | 43    | 61  | 54   | 36   | 51     | 42        | 49      | 29       | 19       | 477        |
|               | Mechanical | 88      | 29       | 50    | 38    | 50  | 59   | 46   | 50     | 55        | 65      | 61       | 47       | 638        |
|               | Electrical | 53      | 54       | 53    | 41    | 51  | 81   | 54   | 52     | 49        | 59      | 43       | 40       | 630        |
|               | Plumbing   | 45      | 10       | 22    | 24    | 40  | 24   | 25   | 28     | 24        | 26      | 22       | 13       | 303        |
| MONTHLY TOTAL |            | 225     | 113      | 159   | 146   | 202 | 218  | 161  | 181    | 170       | 199     | 155      | 119      | 2048       |
| 2016          | Building   | 23      | 19       | 21    | 45    | 45  | 67   | 58   | 56     | 57        | 59      | 44       | 28       | 522        |
|               | Mechanical | 44      | 37       | 48    | 45    | 63  | 78   | 48   | 57     | 56        | 84      | 88       | 64       | 712        |
|               | Electrical | 29      | 37       | 39    | 48    | 70  | 78   | 53   | 58     | 65        | 80      | 71       | 39       | 667        |
|               | Plumbing   | 20      | 20       | 23    | 26    | 32  | 34   | 29   | 33     | 22        | 31      | 23       | 24       | 317        |
| MONTHLY TOTAL |            | 116     | 113      | 131   | 164   | 210 | 257  | 188  | 204    | 200       | 254     | 226      | 155      | 2218       |
| 2017          | Building   | 24      | 29       | 31    | 36    | 61  | 58   | 45   | 53     | 52        | 42      | 24       | 24       | 479        |
|               | Mechanical | 51      | 50       | 61    | 50    | 60  | 53   | 49   | 67     | 68        | 75      | 78       | 44       | 706        |
|               | Electrical | 36      | 40       | 59    | 48    | 64  | 62   | 57   | 73     | 58        | 78      | 55       | 45       | 675        |
|               | Plumbing   | 25      | 39       | 24    | 30    | 31  | 26   | 22   | 39     | 27        | 28      | 24       | 15       | 330        |
| MONTHLY TOTAL |            | 136     | 158      | 175   | 164   | 216 | 199  | 173  | 232    | 205       | 223     | 181      | 128      | 2190       |
| 2018          | Building   | 14      | 21       | 49    | 53    | 58  | 60   | 67   | 64     | 53        | 54      | 31       | 27       | 551        |
|               | Mechanical | 63      | 47       | 47    | 46    | 52  | 71   | 63   | 88     | 52        | 106     | 64       | 67       | 766        |
|               | Electrical | 32      | 38       | 41    | 49    | 67  | 78   | 70   | 71     | 80        | 76      | 54       | 54       | 710        |
|               | Plumbing   | 24      | 17       | 20    | 31    | 27  | 36   | 27   | 37     | 21        | 25      | 12       | 23       | 300        |
| MONTHLY TOTAL |            | 133     | 123      | 157   | 179   | 204 | 245  | 227  | 260    | 206       | 261     | 161      | 171      | 2327       |
| 2019          | Building   | 24      | 25       | 28    | 54    | 64  | 50   | 46   | 59     | 48        | 58      | 37       | 28       | 521        |
|               | Electrical | 38      | 40       | 55    | 78    | 79  | 53   | 84   | 70     | 69        | 71      | 68       | 62       | 767        |
|               | Mechanical | 51      | 40       | 43    | 56    | 66  | 65   | 71   | 51     | 53        | 103     | 65       | 62       | 726        |
|               | Plumbing   | 15      | 16       | 17    | 39    | 24  | 26   | 36   | 32     | 29        | 40      | 25       | 35       | 334        |
| MONTHLY TOTAL |            | 128     | 121      | 143   | 227   | 233 | 194  | 237  | 212    | 199       | 272     | 195      | 187      | 2348       |
| 2020          | Building   | 18      | 28       | 20    | 6     | 53  | 55   | 71   | 74     | 47        | 66      | 45       | 31       | 514        |
|               | Electrical | 62      | 48       | 43    | 8     | 49  | 79   | 85   | 99     | 93        | 80      | 88       | 69       | 803        |
|               | Mechanical | 74      | 47       | 39    | 12    | 44  | 75   | 85   | 73     | 70        | 106     | 88       | 79       | 792        |
|               | Plumbing   | 24      | 30       | 22    | 11    | 20  | 32   | 47   | 45     | 35        | 39      | 33       | 30       | 368        |
| MONTHLY TOTAL |            | 178     | 153      | 124   | 37    | 166 | 241  | 288  | 291    | 245       | 291     | 254      | 209      | 2477       |

COVID-19

# Eaton County Department of Construction Codes

INSPECTIONS: MONTH BY MONTH 2011-2020

| Year          | Trade      | January | February | March | April | May | June | July | August | September | October | November | December | Year Total |
|---------------|------------|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|------------|
| 2011          | Building   | 45      | 38       | 53    | 84    | 90  | 142  | 166  | 111    | 100       | 93      | 88       | 53       | 1063       |
|               | Mechanical | 47      | 33       | 67    | 77    | 64  | 39   | 46   | 74     | 59        | 71      | 89       | 55       | 721        |
|               | Electrical | 47      | 33       | 31    | 37    | 57  | 51   | 73   | 39     | 111       | 70      | 78       | 106      | 733        |
|               | Plumbing   | 18      | 21       | 27    | 13    | 32  | 41   | 34   | 32     | 35        | 27      | 26       | 20       | 326        |
| MONTHLY TOTAL |            | 157     | 125      | 178   | 211   | 243 | 273  | 319  | 256    | 305       | 261     | 281      | 234      | 2843       |
| 2012          | Building   | 40      | 49       | 75    | 131   | 156 | 94   | 163  | 160    | 106       | 120     | 84       | 67       | 1245       |
|               | Mechanical | 47      | 64       | 50    | 47    | 59  | 45   | 150  | 60     | 83        | 79      | 88       | 86       | 858        |
|               | Electrical | 65      | 71       | 88    | 76    | 91  | 79   | 149  | 127    | 63        | 112     | 67       | 86       | 1074       |
|               | Plumbing   | 19      | 24       | 34    | 36    | 56  | 38   | 66   | 53     | 46        | 36      | 42       | 26       | 476        |
| MONTHLY TOTAL |            | 171     | 208      | 247   | 290   | 362 | 256  | 528  | 400    | 298       | 347     | 281      | 265      | 3653       |
| 2013          | Building   | 45      | 45       | 96    | 144   | 88  | 74   | 113  | 184    | 173       | 185     | 129      | 82       | 1358       |
|               | Mechanical | 65      | 43       | 134   | 113   | 57  | 56   | 56   | 65     | 50        | 71      | 71       | 62       | 843        |
|               | Electrical | 43      | 53       | 135   | 133   | 75  | 57   | 77   | 93     | 80        | 99      | 76       | 69       | 990        |
|               | Plumbing   | 25      | 35       | 46    | 45    | 34  | 41   | 50   | 52     | 41        | 60      | 39       | 24       | 492        |
| MONTHLY TOTAL |            | 178     | 176      | 411   | 435   | 254 | 228  | 296  | 394    | 344       | 415     | 315      | 237      | 3683       |
| 2014          | Building   | 72      | 67       | 50    | 117   | 140 | 144  | 144  | 118    | 187       | 183     | 162      | 156      | 1540       |
|               | Mechanical | 66      | 61       | 45    | 52    | 43  | 46   | 64   | 58     | 66        | 93      | 68       | 77       | 739        |
|               | Electrical | 73      | 74       | 57    | 36    | 72  | 61   | 101  | 105    | 99        | 103     | 83       | 95       | 959        |
|               | Plumbing   | 34      | 39       | 25    | 23    | 45  | 48   | 54   | 42     | 49        | 59      | 31       | 31       | 480        |
| MONTHLY TOTAL |            | 245     | 241      | 177   | 228   | 300 | 299  | 363  | 323    | 401       | 438     | 344      | 359      | 3718       |
| 2015          | Building   | 89      | 79       | 132   | 145   | 171 | 166  | 216  | 182    | 161       | 192     | 176      | 135      | 1844       |
|               | Mechanical | 88      | 49       | 73    | 74    | 109 | 109  | 78   | 66     | 71        | 92      | 78       | 74       | 961        |
|               | Electrical | 90      | 68       | 101   | 78    | 89  | 84   | 102  | 114    | 106       | 140     | 88       | 99       | 1159       |
|               | Plumbing   | 35      | 51       | 34    | 88    | 72  | 72   | 52   | 63     | 58        | 53      | 51       | 74       | 703        |
| MONTHLY TOTAL |            | 302     | 247      | 340   | 385   | 441 | 431  | 448  | 425    | 396       | 477     | 393      | 382      | 4667       |
| 2016          | Building   | 97      | 77       | 109   | 126   | 199 | 199  | 191  | 216    | 189       | 227     | 187      | 168      | 1985       |
|               | Mechanical | 73      | 61       | 50    | 48    | 63  | 90   | 57   | 68     | 82        | 105     | 81       | 98       | 876        |
|               | Electrical | 67      | 63       | 62    | 67    | 98  | 134  | 94   | 118    | 101       | 105     | 143      | 110      | 1162       |
|               | Plumbing   | 45      | 38       | 41    | 59    | 57  | 58   | 47   | 65     | 57        | 44      | 49       | 44       | 604        |
| MONTHLY TOTAL |            | 282     | 239      | 262   | 300   | 417 | 481  | 389  | 467    | 429       | 481     | 460      | 420      | 4627       |
| 2017          | Building   | 107     | 105      | 156   | 129   | 195 | 197  | 187  | 195    | 236       | 214     | 164      | 121      | 2006       |
|               | Mechanical | 92      | 97       | 77    | 60    | 117 | 57   | 60   | 87     | 95        | 79      | 76       | 82       | 979        |
|               | Electrical | 93      | 97       | 97    | 82    | 136 | 105  | 103  | 157    | 131       | 116     | 100      | 104      | 1321       |
|               | Plumbing   | 46      | 46       | 74    | 47    | 49  | 49   | 42   | 68     | 61        | 53      | 37       | 29       | 601        |
| MONTHLY TOTAL |            | 338     | 345      | 404   | 318   | 497 | 408  | 392  | 507    | 523       | 462     | 377      | 336      | 4907       |
| 2018          | Building   | 114     | 98       | 157   | 182   | 222 | 225  | 273  | 310    | 241       | 283     | 202      | 159      | 2466       |
|               | Mechanical | 79      | 72       | 75    | 59    | 71  | 76   | 83   | 73     | 90        | 120     | 110      | 85       | 993        |
|               | Electrical | 35      | 89       | 105   | 88    | 109 | 140  | 133  | 106    | 123       | 152     | 156      | 134      | 1370       |
|               | Plumbing   | 40      | 39       | 39    | 30    | 47  | 50   | 53   | 60     | 46        | 49      | 42       | 39       | 534        |
| MONTHLY TOTAL |            | 268     | 298      | 376   | 359   | 449 | 491  | 542  | 549    | 500       | 604     | 510      | 417      | 5363       |
| 2019          | Building   | 157     | 125      | 131   | 189   | 220 | 240  | 267  | 239    | 262       | 273     | 190      | 219      | 2512       |
|               | Electrical | 93      | 83       | 103   | 122   | 124 | 122  | 123  | 132    | 115       | 150     | 119      | 110      | 1396       |
|               | Mechanical | 87      | 75       | 91    | 96    | 82  | 91   | 87   | 100    | 67        | 113     | 84       | 67       | 1040       |
|               | Plumbing   | 34      | 35       | 37    | 52    | 49  | 35   | 45   | 45     | 43        | 57      | 47       | 48       | 527        |
| MONTHLY TOTAL |            | 371     | 318      | 362   | 459   | 475 | 488  | 522  | 516    | 487       | 593     | 440      | 444      | 5475       |
| 2020          | Building   | 174     | 141      | 116   | 9     | 146 | 206  | 236  | 272    | 263       | 274     | 256      | 277      | 2370       |
|               | Electrical | 108     | 106      | 74    | 8     | 102 | 112  | 137  | 144    | 148       | 154     | 146      | 146      | 1385       |
|               | Mechanical | 89      | 77       | 46    | 4     | 63  | 118  | 79   | 104    | 118       | 149     | 141      | 200      | 1188       |
|               | Plumbing   | 59      | 48       | 35    | 1     | 44  | 53   | 65   | 57     | 77        | 104     | 81       | 50       | 674        |
| MONTHLY TOTAL |            | 430     | 372      | 271   | 22    | 355 | 489  | 517  | 577    | 606       | 681     | 624      | 673      | 5617       |

COVID-19

# Resource Recovery Report for Public Works and Planning

January 2021

## General Department Updates:

2021 Waste Hauler License Applications were mailed on 11/15/2020. They are due 12/31/2020. Seven applications have been received by the department so far. The department is following up with the outstanding waste haulers who were sent license applications. Final 2020 Solid Waste Ordinance Reports were mailed out on 12/1/2020 and are due on 1/15/2021.

First quarter SWAG reporting forms were sent to program participants on 12/28/2021 and are due on 1/31/2021.

EMTERRA Environmental, the company that is opening and operating the materials recovery facility (MRF) in Lansing, approached the department with interest in the county's non-contract based recycling centers. After consulting with each site's operator, the department provided EMTERRA with collected material tonnage information and trends from each site for the past three years. Site surveys were also conducted by EMTERRA at the CARA and Sunfield Facilities on 12/17/2020. They have been in contact with the department asking questions about all the facilities but have expressed specific interest in the Sunfield facility. The department has indicated its interest in collaboration and is currently awaiting response from EMTERRA.

## The Sunfield Recycling Center Pilot Project:

- The department has coordinated with the Michigan Recycling Coalition and the Michigan Farm Bureau to conduct a bailer test at the Sunfield Facility. This test will evaluate the applicability/capacity of the site's existing equipment for processing agricultural/marine plastic film and is scheduled for 1/6/2021.
- The department has conducted six visitor survey sessions at the site so far. Twenty additional visitor survey sessions have been scheduled based on a randomized schedule and will proceed through 4/18/2021.
- Based on the collected visitor survey data, the site has been experiencing an average of thirteen visitors per day. Data suggests that this average number is increasing over time. According to the site's contracted operator, who had previously worked at the center before the first and second site closures, this number is not reflective of previous visitation normal levels. He indicated that the current visitation level is significantly lower than that of the past, but does line up with that of the period directly after the first site closure. The department has been working to increase site visitation through broad area advertising and site signage improvements.

An update from CARA staff on 12/31/2021 indicated that the department's string light collection bin (a gaylord box) had been filled and staff would be putting a second bin out to continue the collection through 1/23/2021. The department coordinator participated in an interview regarding the program with WILX-10 on 1/5/2021. The department's electronics vendor, Valley City, is scheduled to pick up the collected material on 2/2/2021.



Based on container supply issues and general declining voluntary participation in the department's current sharps mail back program, the department is exploring alternatives to increase the availability and utilization of safe sharps disposal.

### **2021 Department Collection Events Planning:**

Due to the COVID-19 pandemic and in addition to existing safety measures, the department is considering the following changes to the three annual summer collection events in order to further protect public health and safety for department staff, volunteers, vendors, and participants.

Reducing the total amount of non-hazardous collected materials: This included removing batteries, eyeglasses/hearing aids, books, and paper shredding from the accepted materials list. This would reduce the number of volunteers and vendors required at each event by approximately 10 (per event), potentially reduce the general number of participants at each event and help shift participation to other local disposal/recycling programs. In addition, these stations tend to be the most common ones where participants try to get out of their vehicles to assist in the unloading process (which is highly discouraged at each event), removing these stations will reduce this behavior and its associated risks.

- Due to complications caused by the COVID-19 pandemic, MSU Surplus Store, the department's vendor for book recycling is not available to provide disposal services.
- Batteries, eyeglasses/hearing aids, and books all have other available options for recycling/disposal beyond the departments collection events.
- The department is exploring partnering with local recycling centers (SWAG participants) to offer individual paper shredding events.

Adjusting and/or reducing the time slots available for reservations: One of the previously used registration questions for participants requires them to select a time to come, which in the past, has been used to control traffic flow. There are generally between 15 and 35 available time slots over the course of the events (4-5 hour each). The department is able to adjust the available time slots per hour while registration is open and available to participants. By reducing and/or adjusting these available time slots, the number of volunteers required on the site can be further reduced by approximately 2-3 (per event) and the total number of people physically at the event(s) at any given time during their duration can also be reduced.

- Spring Clean-Up Event (Delta Township): Average of 660 participants
- Recycling Fever Event (Charlotte): Average of 600 participants
- Recycle-Palooza Event (Charlotte): Average of 450 participants



**Community Development and Housing Department Report 12/31/2020  
For Public Works & Planning Committee January 13, 2021**

**Case Status: (Permits and Applications Activity summarized on attached table):**

- The **Planning Commission** met in December and approved one change of conditions to an existing Conditional Use Permit for a Construction Contractor Establishment and Storage of Heavy Equipment in Bellevue Township. They also recommended approval of an amendment to the Purchase of Development Rights Ordinance to the Board of Commissions. Approval for several PA 116 applications was also recommended to the full Board.
- The **Board of Appeals** did not meet in December due to a lack of business.

**Zoning and Junk Code Enforcement (Activity is summarized on attached table):**

- Currently there are thirty-three (33) junk violations and eleven (11) zoning violations.

**Housing Department Activities:**

- There currently are no active housing files.
- Available amount to spend is \$37,049. Three project payoffs have been received since July 1, 2020. The total Program Income revolving loan fund balance is \$80,912.

**Economic Development Activities:**

- CDBG CARES Act MEDC funding update.
- Ms. Williams attended (via zoom) a LEAP CDC Business meeting on December 18, 2020.
- Ms. Williams received (and forwarded to all locals) two site searches in the month of December.

**Veteran Service Activities:**

- Fifty-three (53) Veteran appointments were conducted in December. Most appointments are being conducted over the phone, however, some appointments being held in person with proper protections in place two days per week.
- No (0) veterans were transported to the Ann Arbor hospital by volunteer drivers.

**Other:**

The Purchase of Development Rights Committee met December 3, 2020 and recommended approval of a grant application and parcel prioritization to the Board of Commissioners. Grants will not be awarded or announced until sometime between March 1, 2021 and April 30, 2021.

Ms. Williams participated (remotely) in the RFP review and selection of a consultant for the Economic Impact Analysis being developed for the region by Tri-County Regional Planning. Funding for this project is being provided by a grant from the EDA and will evaluate the economic, social, and interrelated impacts of the coronavirus, and develop strategies that will help the region effectively recover from the pandemic.

Ms. Williams attended two Zoom meetings in reference to a USDA Planning Grant application to evaluate a potential trail system from Charlotte to Eaton Rapids. Local leaders and Mr. Troy Stowell were also in attendance.

Additionally, Ms. Williams attended the following meetings: CARTS, Purchase of Development Rights Committee, Continuum of Care, Continuum of Care Strategies and Grants Committee, COOP/COG meeting, and several other zoom meetings.

| CASES  | Conditional Use Permits |      | Board of Appeals |      | Administrative Variances |      | District Change Amendments |      | Site Plan Reviews |      | Zoning Referrals |      | Private Roads |      | Agricultural Buildings |      | Lot Line Adjustments |      | Land Divisions Reviewed |      | TOTAL |      |
|--------|-------------------------|------|------------------|------|--------------------------|------|----------------------------|------|-------------------|------|------------------|------|---------------|------|------------------------|------|----------------------|------|-------------------------|------|-------|------|
|        | "19"                    | "20" | "19"             | "20" | "19"                     | "20" | "19"                       | "20" | "19"              | "20" | "19"             | "20" | "19"          | "20" | "19"                   | "20" | "19"                 | "20" | "19"                    | "20" | "19"  | "20" |
| MO/YR  | 0                       | 2    | 2                | 0    | 0                        | 0    | 0                          | 0    | 0                 | 0    | 10               | 8    | 0             | 0    | 1                      | 1    | 4                    | 2    | 2                       | 2    | 19    | 15   |
| JAN    | 0                       | 0    | 0                | 0    | 0                        | 0    | 0                          | 0    | 0                 | 3    | 14               | 14   | 0             | 0    | 1                      | 1    | 4                    | 2    | 1                       | 4    | 20    | 24   |
| FEB    | 1                       | 2    | 2                | 0    | 0                        | 0    | 1                          | 2    | 0                 | 0    | 15               | 12   | 0             | 0    | 2                      | 0    | 3                    | 3    | 2                       | 1    | 25    | 23   |
| MARCH  | 0                       | 3    | 2                | 1    | 0                        | 0    | 0                          | 0    | 0                 | 0    | 33               | 2    | 0             | 0    | 3                      | 1    | 11                   | 1    | 2                       | 1    | 52    | 9    |
| APRIL  | 4                       | 0    | 1                | 1    | 0                        | 1    | 0                          | 0    | 0                 | 0    | 39               | 32   | 0             | 0    | 3                      | 2    | 3                    | 4    | 3                       | 2    | 53    | 42   |
| MAY    | 1                       | 0    | 1                | 0    | 0                        | 0    | 0                          | 0    | 0                 | 0    | 28               | 34   | 0             | 0    | 2                      | 2    | 1                    | 1    | 1                       | 0    | 34    | 37   |
| JUNE   | 1                       | 1    | 2                | 0    | 0                        | 0    | 1                          | 1    | 1                 | 0    | 24               | 42   | 0             | 0    | 3                      | 3    | 1                    | 1    | 3                       | 3    | 35    | 51   |
| JULY   | 1                       | 0    | 1                | 1    | 0                        | 0    | 0                          | 0    | 0                 | 0    | 33               | 41   | 0             | 0    | 2                      | 2    | 3                    | 2    | 4                       | 2    | 44    | 48   |
| AUG    | 0                       | 0    | 3                | 3    | 0                        | 0    | 0                          | 0    | 0                 | 1    | 20               | 26   | 0             | 0    | 1                      | 2    | 2                    | 5    | 1                       | 3    | 27    | 40   |
| SEPT   | 0                       | 1    | 1                | 0    | 0                        | 0    | 0                          | 0    | 2                 | 1    | 34               | 36   | 0             | 1    | 2                      | 2    | 3                    | 7    | 5                       | 1    | 47    | 49   |
| OCT    | 4                       | 0    | 1                | 0    | 1                        | 0    | 2                          | 0    | 3                 | 0    | 10               | 20   | 0             | 0    | 1                      | 1    | 2                    | 5    | 2                       | 4    | 26    | 30   |
| NOV    | 3                       | 1    | 1                | 1    | 0                        | 0    | 0                          | 0    | 0                 | 0    | 10               | 17   | 0             | 0    | 2                      | 1    | 1                    | 5    | 0                       | 2    | 17    | 27   |
| DEC    | 15                      | 10   | 17               | 7    | 1                        | 1    | 3                          | 3    | 6                 | 5    | 270              | 284  | 0             | 1    | 23                     | 18   | 38                   | 38   | 26                      | 28   | 399   | 395  |
| TOTALS |                         |      |                  |      |                          |      |                            |      |                   |      |                  |      |               |      |                        |      |                      |      |                         |      |       |      |

| CASES  | JUNK (NEW) |      | JUNK (NEW) |      | JUNK (CLOSED) |      | JUNK (PENDING)                         |      | ZONING (NEW) |      | ZONING (CLOSED) |      | ZONING (PENDING) |      |
|--------|------------|------|------------|------|---------------|------|----------------------------------------|------|--------------|------|-----------------|------|------------------|------|
|        |            |      |            |      |               |      |                                        |      |              |      |                 |      |                  |      |
| MO/YR  | 2019       | 2020 | 2019       | 2020 | 2019          | 2020 | 2019                                   | 2020 | 2019         | 2020 | 2019            | 2020 | 2019             | 2020 |
| JAN    | 1          | 3    | 4          | 27   | 28            | 20   | 0                                      | 0    | 0            | 1    | 23              | 18   | 38               | 38   |
| FEB    | 0          | 0    | 0          | 27   | 28            | 20   | 0                                      | 1    | 0            | 0    | 0               | 0    | 1                | 12   |
| MARCH  | 4          | 3    | 0          | 30   | 28            | 20   | 5                                      | 5    | 2            | 2    | 2               | 2    | 3                | 13   |
| APRIL  | 11         | 0    | 0          | 30   | 28            | 20   | 3                                      | 0    | 0            | 0    | 0               | 0    | 1                | 16   |
| MAY    | 4          | 0    | 0          | 30   | 28            | 20   | 0                                      | 0    | 0            | 0    | 0               | 0    | 1                | 16   |
| JUNE   | 4          | 3    | 0          | 33   | 28            | 20   | 3                                      | 0    | 0            | 0    | 0               | 0    | 1                | 16   |
| JULY   | 4          | 8    | 3          | 38   | 28            | 20   | 2                                      | 7    | 13           | 13   | 13              | 13   | 10               | 10   |
| AUG    | 1          | 2    | 5          | 35   | 28            | 20   | 1                                      | 1    | 2            | 2    | 2               | 2    | 9                | 9    |
| SEPT   | 5          | 3    | 3          | 35   | 28            | 20   | 5                                      | 1    | 1            | 1    | 1               | 1    | 9                | 9    |
| OCT    | 2          | 1    | 4          | 32   | 28            | 20   | 2                                      | 5    | 3            | 3    | 3               | 3    | 11               | 11   |
| NOV    | 2          | 1    | 1          | 32   | 28            | 20   | 3                                      | 1    | 1            | 1    | 1               | 1    | 11               | 11   |
| DEC    | 1          | 2    | 1          | 33   | 28            | 20   | 0                                      | 2    | 2            | 2    | 2               | 2    | 11               | 11   |
| TOTALS | 39         | 23   | 21         | 33   | 28            | 20   | 24                                     | 23   | 22           | 22   | 22              | 22   | 11               | 44   |
|        |            |      |            |      |               |      | TOTAL PENDING JUNK & ZONING VIOLATIONS |      |              |      |                 |      |                  |      |



# EATON COUNTY CONTROLLER/ADMINISTRATOR

1045 Independence Blvd  
Charlotte, MI 48813

(517) 543-2122  
(517) 543-3331 Fax

**John F. Fuentes, CPA**  
*Controller/Administrator*

**Connie L. Sobie**  
*Deputy Controller/  
Administrator*

**TO:** Eaton County Road Commission, EATRAN, Drain Commission  
and MSU Extension

**FROM:** John Fuentes, Controller (*JFF*)

**SUBJECT:** Public Works and Planning Committee Semi-Annual Reports

**DATE:** January 5, 2021

Below please find the dates that have been scheduled for your Semi-Annual Reports to the Public Works and Planning Committee for the year 2021. Please contact this office at (517) 543-2122, if the proposed dates conflict with your calendar.

|                   |                  |
|-------------------|------------------|
| February 10, 2021 | EATRAN           |
| March 10, 2021    | Road Commission  |
| April 14, 2021    | MSU Extension    |
| May 12, 2021      | Drain Commission |
| July 14, 2021     | EATRAN           |
| August 11, 2021   | Road Commission  |
| September 8, 2021 | MSU Extension    |
| November 10, 2021 | Drain Commission |

All meetings will begin at 9:00 a.m. and will be held in the Board of Commissioners Room of the Eaton County Courthouse, located at 1045 Independence Blvd., Charlotte, MI 48813.

These meetings will be posted in conformance with the Open Meetings Act.