



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
SENIOR/COMMUNITY CENTER TASK FORCE
JANUARY 28, 2025 – 6:00 PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC REMARKS
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES – December 10, 2024
6. COMMUNICATIONS FROM THE PUBLIC
7. PROGRAMMING AND COST DISCUSSION
 - A. Building space planning
 - B. Staffing plans
8. PUBLIC REMARKS
9. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact: Director of Community Planning and Development
Timothy R. Schmitt, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4506 - Ten Day Notice is Required.
Meeting Location: 5151 Marsh Road, Okemos, MI 48864



Charter Township of Meridian
Senior/Community Center Task Force
Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864
Tuesday, December 10, 2024 – Minutes

Members

Present: Scott Hendrickson, LuAnn Maisner, Steve Vagnozzi, Suchir Nagisetty, Michele Steed, Mary Nardo Farris and Josh Robertson

Members

Absent: John Hood and Patrick Malley

Staff

Present: Interim Township Manager Timothy Schmitt, Deputy Township Manager Dan Opsommer and Parks and Recreation Director Courtney Wisinski

Others

Present: None.

1. CALL MEETING TO ORDER

Supervisor Hendrickson called the meeting to order and called the roll at 6:00pm.

2. PUBLIC REMARKS

Supervisor Hendrickson opened comments from the public at 6:03 pm.

Gregory Smith, Township Resident, mentioned he and his Euchre Club are in favor of the location behind the Fire Station. The driving range would be difficult for folks to get to and challenging turns in and out onto Grand River Avenue.

Julie Stauffer, Township Resident, questioned what happened to the proposal for the separate Senior Center at the driving range property on Grand River Avenue? The seniors would prefer a separate building. Will there be a separate building? All discussions seem to include a Community Center.

Supervisor Hendrickson responded to the questions stating they are working on two options to bring forward to the Township Board. One will be a stand-alone Senior Center and one will be a Senior/Community Center.

Supervisor Hendrickson closed comments from the public at 6:07pm.

3. APPROVAL OF THE AGENDA

**MOTION BY MEMBER VAGNOZZI TO APPROVE THE AGENDA. SUPPORTED BY MEMBER FARRIS.
MOTION APPROVED 7-0.**

4. APPROVAL OF MEETING MINUTES-November 19, 2024

MEMBER STEED MOVED TO APPROVE THE NOVEMBER 19, 2024 MINUTES. SUPPORTED BY MEMBER MAISNER. MOTION APPROVED 7-0.

5. COMMUNICATIONS FROM THE PUBLIC

Supervisor Hendrickson acknowledged the emails received and placed them in the record. Please send any public comments to sccTaskforce@meridian.mi.us.

6. PROGRAMMING AND COST DISCUSSION

Interim Manager Schmitt stated Staff are continuing to work on the site location options and now we are focusing on the two options of a Senior Center versus a Senior/Community Center. The major differences on these two options will be programming and costs. There will be updates on the site location and the needs assessment at the January meeting.

Parks and Recreation Director Wisinski reported on the needs assessment session that was held for the public with Progressive. 30 people participated.

Director Wisinski shared a comparison of the local Senior/Community Centers related to hours, staffing, membership costs, operating costs, and square feet.

Deputy Manager Opsommer presented costs per square foot for operations and is looking for feedback on hours of operations and days of week. On average, the annual operating costs will be \$22-\$26 per square foot. Progressive estimated \$397 per square foot for new construction of the former Younkers building. This number will be higher on a stand-alone facility because there would be an additional wall needed.

Supervisor Hendrickson suggested calculating operational costs for the following to compare. First, a Senior Center operation at five days per week, eight hours per day. Second, a Senior/Community Center for six days per week, 14 hours per day.

Discussion about funding. How much can we afford? Supervisor Hendrickson stated we have a \$5 million grant from the State of Michigan, a possible federal appropriation of an undetermined amount, money in our capital projects fund, and will solicit major donors.

The next task force meeting will be held on Tuesday, January 28, 2025. Progressive will be present. The task force will be giving an update at the January 7, 2025 Township Board meeting. Member Vagnozzi will present at that meeting to the Board.

7. PUBLIC REMARKS

Member Maisner thanked Staff for their work in putting together the chart comparing local Senior/Community Centers.

8. ADJOURNMENT

The meeting was adjourned at 7:09pm without objection.

From: [Okelly, Barbara Ann](#)
To: [SCC Taskforce](#)
Subject: Fw: Grant to Meridian Charter Township for Senior Centers - 2024
Date: Monday, January 13, 2025 7:38:53 PM

Greetings--

Near the conclusion of the December 10 SCC Task Force meeting, member Maisner stated that, "the \$5 million [grant] isn't for a senior center only." I believe that the emails below from the grant supervisor at DHHS, Cindy Masterson, clarifies that the grant MAY be used to construct a stand-alone senior center during the next two years and that a definite timetable for adding a community center is not required.

Barbara

Barbara O'Kelly (she/her)

[REDACTED]
[REDACTED]
[REDACTED]

From: Masterson, Cindy [REDACTED]
Sent: Friday, January 10, 2025 9:54 AM
To: Okelly, Barbara Ann [REDACTED]
Cc: Christian & Beth Ann Bechtel [REDACTED]; Werner, Scott [REDACTED]
[REDACTED]
Subject: RE: Grant to Meridian Charter Township for Senior Centers - 2024

Good morning. The information I did provide below is correct. Please let us know if you have any questions.

Cindy Masterson, Director
Operations & Aging Network Support Division
Bureau of Aging, Community Living, and Supports
Behavioral and Physical Health and Aging Services Administration
Michigan Department of Health and Human Services

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: Masterson, Cindy (DHHS)
Sent: Friday, January 10, 2025 6:08 AM
To: Okelly, Barbara Ann [REDACTED]
Cc: Christian & Beth Ann Bechtel [REDACTED]; Werner, Scott (DHHS)
[REDACTED]
Subject: RE: Grant to Meridian Charter Township for Senior Centers - 2024

Hi Barb. The boilerplate in Public Act 119 of 2023 indicates the following:

Sec. 558. (1) From the funds appropriated in part 1 for ARP - senior centers, the department shall allocate \$5,000,000.00 to a charter township with a population of between 40,000 and 50,000 in a county with a population of between 280,000 and 290,000 according to the most recent federal decennial census to construct a new senior and community center.

There was a total of \$28.0M appropriated for four projects including the \$5.0M for Meridian Township. It is my understanding the funding is to be used to relocate the current senior center services that are in a building scheduled to be demolished. I think the \$5.0M can be used to build a new structure, purchase a new structure, or renovate an existing building. The entire project does not need to be completed on or prior to September 30, 2026, when the funding ends. Just the full \$5.0M must be spent. We have other projects that have more than one funding source and they plan to spend their portion of the \$28.0M first and then use other funding to complete their projects. I want to contact my resource at the Department of Technology, Management, and Budget (DTMB) to verify the funding can be used for the purpose of developing a senior center now and then expanding into a community center later. I will reach out to them today and respond back to you.

I also want to let you know that I am retiring on January 31st. We hired Scott Werner to replace me, and he started earlier this week allowing us to work together before my retirement. I am including Scott on this email, so you have a contact in case you have additional questions in the future.

Cindy Masterson, Director
Operations & Aging Network Support Division
Bureau of Aging, Community Living, and Supports
Behavioral and Physical Health and Aging Services Administration
Michigan Department of Health and Human Services

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: Okelly, Barbara Ann [REDACTED]

Sent: Thursday, January 9, 2025 6:11 PM

To: Masterson, Cindy (DHHS) [REDACTED]

Cc: Christian & Beth Ann Bechtel [REDACTED]

Subject: Re: Grant to Meridian Charter Township for Senior Centers - 2024

CAUTION: This is an External email. Please send suspicious emails to abuse@michigan.gov

Hello, Cindy--

I'm sorry to bother you again, but another question has come up regarding the ARP grant to Meridian Township: Must the \$5 million be spent towards a Community Center, or could it be used to build a stand-alone Senior Center with plans to expand later to a Senior/Community Center?

I'd be happy to give you more background on the question if you'd like.

Thanks for your help!

Barb

Barbara O'Kelly (she/her)

[REDACTED]
[REDACTED]
[REDACTED]

From: [Scott Hendrickson](#)
To: [SCC Taskforce](#); [Tim Schmitt](#); [Dan Opsommer](#); [Courtney Wisinski](#)
Subject: Re: Grant to Meridian Charter Township for Senior Centers - 2024
Date: Friday, January 17, 2025 5:36:15 PM

Good Evening Tim,

Just to clarify as there seems to be some slight confusion here.

It appears from Ms. Masterson's email as though there must be a plan to expand and include a community center in order to make a straight faced argument to the State that we are going to be able to use the money right? If we pose this to the Board in the manner in which we've defined this choice through the life of the task force (two tracks: one Senior Center only, one Joint Senior/Community Center) it seems as though selecting the Senior Center Only track may preclude us from that money. We would have to make some kind of future plan to put a community center at some point.

The language actually passed by the Legislature reads as this:

Sec. 558. (1) From the funds appropriated in part 1 for ARP - senior centers, the department shall allocate \$5,000,000.00 to a charter township with a population of between 40,000 and 50,000 in a county with a population of between 280,000 and 290,000 according to the most recent federal decennial census **to construct a new senior and community center.**

Legislative language is often not this clear.

Anyway, this is going to be an incredibly important distinction to make as we identify costing for whatever path we choose, and I want to make sure we get it right so we don't accidentally leave \$5 Million on the table.

Thanks for sharing this message!

Scott Hendrickson

Supervisor, Meridian Township

hendrickson@meridian.mi.us

5151 Marsh Road | Okemos, MI 48864



From: SCC Taskforce <scctaskforce@meridian.mi.us>
Sent: Friday, January 17, 2025 1:23 PM
To: Tim Schmitt <schmitt@meridian.mi.us>; Dan Opsommer <opsommer@meridian.mi.us>; Courtney Wisinski <wisinski@meridian.mi.us>
Subject: FW: Grant to Meridian Charter Township for Senior Centers - 2024

Good afternoon Task Force Members,
Passing along this email correspondence from Barbara O'Kelly. Please let me know if you have any questions.

Sincerely,



Timothy R. Schmitt, AICP
Interim Township Manager///Director of Community Planning
and Development
schmitt@meridian.mi.us
W 517.853.4506

5151 Marsh Road | Okemos, MI 48864
meridian.mi.us

From: Okelly, Barbara Ann [REDACTED]
Sent: Monday, January 13, 2025 7:39 PM
To: SCC Taskforce <scctaskforce@meridian.mi.us>
Subject: Fw: Grant to Meridian Charter Township for Senior Centers - 2024

Greetings--

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Thanks for your help!

Barb

Barbara O'Kelly (she/her)

[REDACTED]

[REDACTED]

[REDACTED]

From: [Sarah Allen](#)
To: [SCC Taskforce](#)
Subject: Senior Center meetings
Date: Wednesday, January 22, 2025 10:08:12 AM

You don't often get email from sarahallen33@gmail.com. [Learn why this is important](#)

Hello,

How do I get on a list so I know about the public meetings? I see online but there isn't a date and time. The meeting minutes say March 11 but no time is listed.

Thanks,
Sarah Allen



To: Senior/Community Center Task Force

From: Timothy R. Schmitt, *AICP*, Interim Township Manager and Community Planning and Development Director

Date: January 24, 2025

Re: Senior/Community Center – Space Planning and Staffing

Staff and Progressive have developed conceptual building space planning models for four options based on the feedback that was received late last year at the meetings that were held. The options are:

1. A standalone Senior Center
2. A Senior Center with dedicated gym
3. A combined Senior and Community Center
4. A combined Senior and Community Center with two gyms, essentially combining 1 and 3

We also have provided conceptual construction costs, which have been benchmarked against similar buildings built recently to start the conversation about how much the construction is going to cost.

Additionally, Staff has developed an initial pass at a staffing plan for both facilities. This is a barebones plan, that will form the basis of our operational cost model, which will be presented in February. We are looking forward to discussing both of these items at the Task Force meeting on Tuesday.



Meridian Township Senior Center - No Gym

CONCEPTUAL PROGRAM 01-17-2025

Notes

CONCEPTUAL PROGRAM 01-17-2025						Notes
Greeting, Reception					1,590	
	Vestibule (Main Entry)	1 @	220 s.f. =	220 s.f.	220	Weather barrier
	Vestibule (Secondary Entry)	1 @	150 s.f. =	150 s.f.	150	Weather barrier
a	Lobby with Seating for Six	1 @	500 s.f. =	500 s.f.	500	Soft seating area for waiting
	Reception Desk / Work Station	1 @	250 s.f. =	250 s.f.	250	Large enough for two staff
b	Equipment Lending Room / Storage	1 @	350 s.f. =	350 s.f.	350	Accessible by receptionist
	Vending	1 @	120 s.f. =	120 s.f.	120	Adjacent to lobby
Administrative Offices					2,310	
	Director	1 @	150 s.f. =	150 s.f.	150	Courtney Wisinski
	Admin. Assistant Work Station	1 @	100 s.f. =	100 s.f.	100	Bridget Cannon
	Admin. Office	1 @	150 s.f. =	150 s.f.	150	Cherie Wisdom
	Admin. Assistant / Receptionist (area listed above)	1 @	0 s.f. =	0 s.f.	0	New Staff for New Center
	Parks & Rec Specialist Office	1 @	150 s.f. =	150 s.f.	150	Mike Devlin
	Parks & Rec Specialist Office	1 @	150 s.f. =	150 s.f.	150	Nick Wing
	Parks & Rec Specialist Office	1 @	150 s.f. =	150 s.f.	150	New Staff for New Center
	Market Manager Work Station	1 @	100 s.f. =	100 s.f.	100	Tom Cary
	Intern Work Station	1 @	100 s.f. =	100 s.f.	100	Intern
	Intern Work Station	1 @	100 s.f. =	100 s.f.	100	Intern
	Conference Room (8) people	1 @	270 s.f. =	270 s.f.	270	Moveable tables and chairs
	Work / Copy Room	1 @	190 s.f. =	190 s.f.	190	
b	Break Room / Lounge with Kitchenette	1 @	500 s.f. =	500 s.f.	500	
	Storage	1 @	200 s.f. =	200 s.f.	200	
Meeting Rooms					4,340	
	Multi-Purpose Room for 120 (Tables and chairs on a flat floor)	1 @	2,160 s.f. =	2,160 s.f.	2,160	18 sf / person
	Raised Platform	1 @	340 s.f. =	340 s.f.	340	16" higher than main floor
	Ramp / Steps	1 @	120 s.f. =	120 s.f.	120	Required by ADA
	Table / Chair Storage	1 @	300 s.f. =	300 s.f.	300	
c	Warming Kitchen	1 @	600 s.f. =	600 s.f.	600	
	Multi-Purpose Room for 40	1 @	720 s.f. =	720 s.f.	720	18 sf / person
	Table / Chair Storage	1 @	100 s.f. =	100 s.f.	100	
Activity Areas					4,930	
	Primary Activity / Conversation and Lounge	1 @	1,100 s.f. =	1,100 s.f.	1,100	Soft seating, tables & chairs
	Hospitality / Self-Serve Coffee	1 @	450 s.f. =	450 s.f.	450	Sink, small refrig, coffee maker
	Fireside Seating Area	1 @	575 s.f. =	575 s.f.	575	
	Library Shelving	1 @	250 s.f. =	250 s.f.	250	
c	Billiards Room	1 @	400 s.f. =	400 s.f.	400	Two 8' tables, recreational area
c	Table Tennis Room	1 @	730 s.f. =	730 s.f.	730	Two tables, recreational area
	Storage	1 @	150 s.f. =	150 s.f.	150	
	Secondary Activity / Classroom for up to 35	1 @	525 s.f. =	525 s.f.	525	15 sf / person
	Small Group Meeting / Conference Room for up to 12	1 @	250 s.f. =	250 s.f.	250	Moveable tables and chairs
	Senior Women's Toilet Room	1 @	200 s.f. =	200 s.f.	200	3 toilets, 2 sinks
c	Senior Men's Toilet Room	1 @	200 s.f. =	200 s.f.	200	1 toilet, 2 urinals, 2 sinks
c	Janitor Closet	1 @	100 s.f. =	100 s.f.	100	
Senior Focused Wellness					3,250	
	Multi-Purpose Activity Room	1 @	1,300 s.f. =	1,300 s.f.	1,300	Group exercise
	Equipment Storage	1 @	250 s.f. =	250 s.f.	250	
	Wellness Equipment Room	1 @	1,300 s.f. =	1,300 s.f.	1,300	Exercise Equipment
b	Massage / Reflexology Room(s)	2 @	200 s.f. =	400 s.f.	400	
Building Support					910	
	Women's Toilets	1 @	200 s.f. =	200 s.f.	200	
	Men's Toilets	1 @	200 s.f. =	200 s.f.	200	
	Family Toilet	1 @	110 s.f. =	110 s.f.	100	
	Custodial	1 @	110 s.f. =	110 s.f.	110	
b	General Building Storage	1 @	300 s.f. =	300 s.f.	300	
Program Area Sub-Totals					17,330	
Factor for Walls, Mechanical, Electrical and Public Circulation (35% of program area)					6,066	
Total Senior Center Building Area					23,396	
Adjustments made to previous program based on input sessions with seniors and steering committee						
a	Reduced program area					
b	Additional new program area or service					
c	Expanded a program area or service					
Existing Senior Center program area including space used by OPS and mechanical / electrical services					11,500	

Meridian Township Senior Center

CONCEPTUAL PROGRAM 01-17-2025

Notes

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	Hospitality / Self-Serve Coffee	1 @	450 s.f.	=	450 s.f.	450	Sink, small refrig, coffee maker
	Fireside Seating Area	1 @	575 s.f.	=	575 s.f.	575	
	Library Shelving	1 @	250 s.f.	=	250 s.f.	250	
c	Billiards Room	1 @	400 s.f.	=	400 s.f.	400	Two 8' tables, recreational area
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b	Massage / Reflexology Room(s)	2 @	200 s.f.	=	400 s.f.	400	
Pickleball Gym						12,680	
	Pickleball Courts - 32' x 60' clear area per court (96' x 120')	6 @	1,920 s.f.	=	11,520 s.f.	11,520	Floor space large enough for 6 pickleball courts
	Area for spectators and off court circulation	1 @	900 s.f.	=	900 s.f.	900	
	Equipment Storage	1 @	260 s.f.	=	260 s.f.	260	
Building Support						1,610	
c	Women's Toilets with Changing / Locker Area	1 @	700 s.f.	=	700 s.f.	700	No showers
c	Men's Toilets with Changing / Locker Area	1 @	700 s.f.	=	700 s.f.	700	No showers
	Family Toilet / Changing	1 @	110 s.f.	=	110 s.f.	100	
	Custodial	1 @	110 s.f.	=	110 s.f.	110	
Program Area Sub-Totals						30,710	
Factor for Walls, Mechanical, Electrical and Public Circulation (35% of program area)						10,749	
Total Senior Center Building Area						41,459	
Adjustments made to previous program based on input sessions with seniors and steering committee							
a	Reduced program area						
b	Additional new program area or service						
c	Expanded a program area or service						
Existing Senior Center program area including space used by OPS and mechanical / electrical services						11,500	

Meridian Township Senior & Community Center

CONCEPTUAL PROGRAM 01-17-2025

Notes

CONCEPTUAL PROGRAM 01-17-2025						Notes
Greeting, Reception					1,490	
	Vestibule (Main Entry)	1 @	220 s.f.	=	220 s.f.	220 Weather barrier
	Vestibule (Secondary Entry)	1 @	150 s.f.	=	150 s.f.	150 Weather barrier
a	Lobby with Seating for Six	1 @	500 s.f.	=	500 s.f.	500 Soft seating area for waiting
	Reception Desk / Work Station	1 @	250 s.f.	=	250 s.f.	250 Large enough for two staff
b	Equipment Lending Room / Storage	1 @	250 s.f.	=	250 s.f.	250 Accessible by receptionist
	Vending	1 @	120 s.f.	=	120 s.f.	120 Adjacent to lobby
Administrative Offices					2,360	
	Director	1 @	150 s.f.	=	150 s.f.	150 Courtney Wisinski
	Admin. Assistant Work Station	1 @	100 s.f.	=	100 s.f.	100 Bridget Cannon
	Admin. Office	1 @	150 s.f.	=	150 s.f.	150 Cherie Wisdom
b	Admin. Assistant / Receptionist (area listed above)	1 @	0 s.f.	=	0 s.f.	0 New Staff for New Center
	Parks & Rec Specialist Office	1 @	100 s.f.	=	100 s.f.	100 Mike Devlin
	Parks & Rec Specialist Work Station	1 @	100 s.f.	=	100 s.f.	100 Nick Wing
	Parks & Rec Specialist Work Station	1 @	100 s.f.	=	100 s.f.	100 New Staff for New Center
	Market Manager Work Station	1 @	100 s.f.	=	100 s.f.	100 Tom Cary
	Intern Work Station	1 @	100 s.f.	=	100 s.f.	100 Intern
	Intern Work Station	1 @	100 s.f.	=	100 s.f.	100 Intern
b	Admin. Assistant / Receptionist 2 (area listed in reception)	1 @	0 s.f.	=	0 s.f.	0 New Staff for New Center
b	Parks & Rec Specialist New Center Work Station	1 @	100 s.f.	=	100 s.f.	100 New Staff for New Center
b	Parks & Rec Specialist New Center Work Station	1 @	100 s.f.	=	100 s.f.	100 New Staff for New Center
	Conference Room (8) people	1 @	270 s.f.	=	270 s.f.	270 Moveable tables and chairs
	Work / Copy Room	1 @	190 s.f.	=	190 s.f.	190
b	Break Room / Lounge with Kitchenette	1 @	500 s.f.	=	500 s.f.	500
	Storage	1 @	200 s.f.	=	200 s.f.	200
Meeting Rooms					6,290	
	Multi-Purpose Room for 120 (Tables and chairs on a flat floor)	1 @	2,160 s.f.	=	2,160 s.f.	2,160 18 sf / person
	Raised Platform	1 @	340 s.f.	=	340 s.f.	340 16" higher than main floor
	Ramp / Steps	1 @	120 s.f.	=	120 s.f.	120 Required by ADA
	Table / Chair Storage	1 @	300 s.f.	=	300 s.f.	300
	Warming Kitchen	1 @	600 s.f.	=	600 s.f.	600
b	Multi-Purpose Room for up to 100 (with folding partitions to subdivide)	1 @	1,800 s.f.	=	1,800 s.f.	1,800 18 sf / person
b	Table / Chair Storage	1 @	150 s.f.	=	150 s.f.	150
	Multi-Purpose Room for 40	1 @	720 s.f.	=	720 s.f.	720 18 sf / person
	Table / Chair Storage	1 @	100 s.f.	=	100 s.f.	100
Senior Activity Areas					4,930	
	Primary Activity / Conversation and Lounge	1 @	1,100 s.f.	=	1,100 s.f.	1,100 Soft seating, tables & chairs
	Hospitality / Self-Serve Coffee	1 @	450 s.f.	=	450 s.f.	450 Sink, small refrig, coffee maker
	Fireside Seating Area	1 @	575 s.f.	=	575 s.f.	575
	Library Shelving	1 @	250 s.f.	=	250 s.f.	250
c	Billiards Room	1 @	400 s.f.	=	400 s.f.	400 Two 8' tables, recreational area
c	Table Tennis Room	1 @	730 s.f.	=	730 s.f.	730 Two tables, recreational area
	Storage	1 @	150 s.f.	=	150 s.f.	150
	Secondary Activity / Classroom for up to 35	1 @	525 s.f.	=	525 s.f.	525 15 sf / person
	Small Group Meeting / Conference Room for up to 12	1 @	250 s.f.	=	250 s.f.	250 Moveable tables and chairs
c	Senior Women's Toilet Room	1 @	200 s.f.	=	200 s.f.	200 3 toilets, 2 sinks
c	Senior Men's Toilet Room	1 @	200 s.f.	=	200 s.f.	200 1 toilet, 2 urinals, 2 sinks
	Janitor Closet	1 @	100 s.f.	=	100 s.f.	100
Senior Focused Wellness					3,250	
	Multi-Purpose Activity Room	1 @	1,300 s.f.	=	1,300 s.f.	1,300 Group exercise
	Equipment Storage	1 @	250 s.f.	=	250 s.f.	250
	Wellness Equipment Room	1 @	1,300 s.f.	=	1,300 s.f.	1,300 Exercise Equipment
b	Massage / Reflexology Room(s)	2 @	200 s.f.	=	400 s.f.	400
Multi-Sport Gym for All Ages					17,410	
c	Open Court Area (2 Basketball, 2 Volleyball, 6 Pickleball)	1 @	14,600 s.f.	=	14,600 s.f.	14,600
	Area for spectators and off court circulation	1 @	900 s.f.	=	900 s.f.	900
	Equipment Storage	1 @	300 s.f.	=	300 s.f.	300
c	Women's Toilets with Changing / Locker Area	1 @	700 s.f.	=	700 s.f.	700 No showers
c	Men's Toilets with Changing / Locker Area	1 @	700 s.f.	=	700 s.f.	700 No showers
	Family Toilet / Changing	1 @	110 s.f.	=	110 s.f.	100
	Custodial	1 @	110 s.f.	=	110 s.f.	110
Building Support					610	
	Women's Toilets	1 @	200 s.f.	=	200 s.f.	200 3 toilets, 2 sinks
	Men's Toilets	1 @	200 s.f.	=	200 s.f.	200 1 toilet, 2 urinals, 2 sinks
	Family Toilet	1 @	110 s.f.	=	110 s.f.	100
	Custodial	1 @	110 s.f.	=	110 s.f.	110
Youth Recreation Program					5,000	
Program Area Sub-Totals					41,340	
Factor for Walls, Mechanical, Electrical and Public Circulation (35% of program area)					14,469	
Total Senior Center Building Area					55,809	
Adjustments made to previous program based on input sessions with seniors and steering committee						
a	Reduced program area					
b	Additional new program area or service					
c	Expanded a program area or service					
Existing Senior Center program area including space used by OPS and mechanical / electrical services					11,500	

Meridian Township

Senior & Community Center - Two Gym Option

CONCEPTUAL PROGRAM 01-17-2025

Notes

Senior Center Conceptual Program Areas

Greeting, Reception	1,590	
Administrative Offices	2,310	Reception / Lobby for both
Meeting Rooms	4,340	
Activity Areas	4,930	
Senior Focused Wellness	3,250	
Pickleball Gym	12,680	
Building Support	1,610	
Program Area Sub-Totals	30,710	
Factor for Walls, Mechanical, Electrical and Public Circulation (35% of program area)	10,749	
Total Senior Center Building Area	41,459	

Community Center Administrative Offices (Additional to Senior Center Offices)

Admin. Assistant / Receptionist 2 (area listed in reception)	1 @	s.f. =	0 s.f.	0	New Staff for New Center
Parks & Rec Specialist New Center Work Station	1 @	100 s.f. =	100 s.f.	100	New Staff for New Center
Parks & Rec Specialist New Center Work Station	1 @	100 s.f. =	100 s.f.	100	New Staff for New Center

Community Center Activity Space

Activity / Classrooms for up to 100 (with folding partitions to subdivide)	1 @	1,800 s.f. =	1,800 s.f.	1,800	18 sf / person
Table / Chair Storage	1 @	150 s.f. =	150 s.f.	150	

Community Multi-Sport Gym

Open Court Area (2 Full Court Basketball, 2 Volleyball, 6 Pickleball)	1 @	14,600 s.f. =	14,600 s.f.	14,600	
As the level of competition changes, so do the court dimensions. High school courts are normally 84 feet long by 50 feet wide, or 4,200 sq ft. With the recommended safety zone of 3 – 10 feet, the total square footage for each court is between 5,100 and 6,800 square feet. Includes areas for spectator seating on bleachers					
Gym Equipment Storage	1 @	300 s.f. =	300 s.f.	300	

Youth Recreation Program

Youth Recreation Program	5,000	
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Community Center Support

Women's Toilets with Changing / Locker Area	1 @	700 s.f. =	700 s.f.	700	No showers
Men's Toilets with Changing / Locker Area	1 @	700 s.f. =	700 s.f.	700	No showers
Family Toilet / Changing	1 @	110 s.f. =	110 s.f.	100	
Custodial	1 @	110 s.f. =	110 s.f.	110	

Community Center Program Area Sub-Totals

Community Center Program Area Sub-Totals	23,660	
Factor for Walls, Mechanical, Electrical and Public Circulation (35% of program area)	8,281	
Total Community Center Building Area	31,941	

Total Building Area If Programs Are Combined

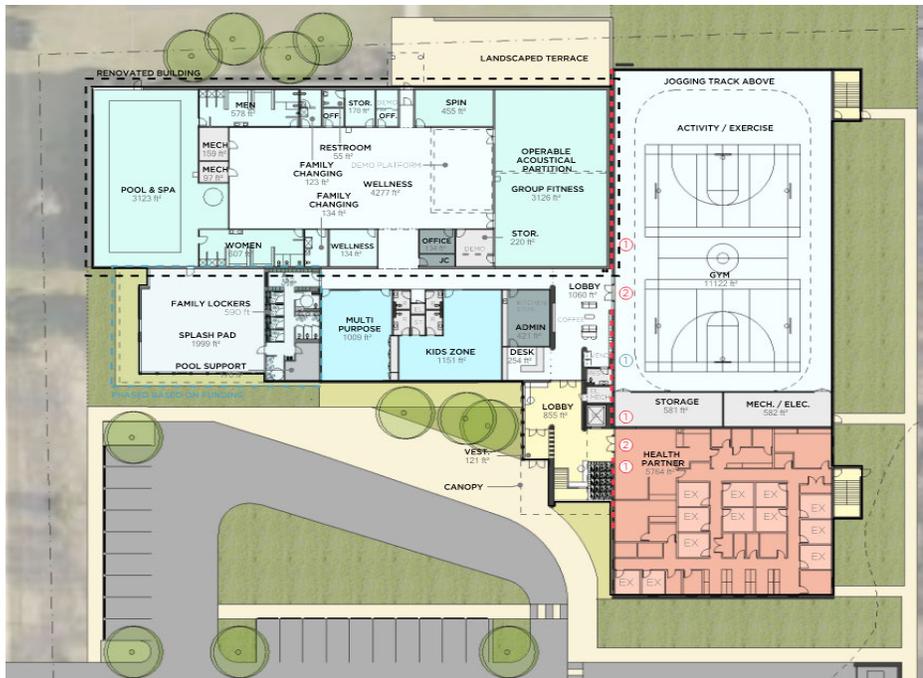
Total Building Area If Programs Are Combined	73,400	
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Greenville YMCA

Budget Benchmarking



Greenville YMCA features a multipurpose room, meeting rooms, offices and breakroom, single full size basketball gym with volleyball, elevated jogging track, yoga room, fitness room and locker rooms.



Estimate for Summer 2024 Bidding	\$/SF	Cost
Building SF = 32340		
2024 Estimated Cost	\$ 357	\$ 11,545,380
2026 Escalated Construction Cost	\$ 387	\$ 12,526,737
Including FF&E/AE Design Fees/Contingency (+22%)	\$ 473	

Senior Center (No Gym)	23,396	SF	\$	11,100,000
Senior Center	41,459	SF	\$	19,600,000
Senior & Community Center (One Gym)	55,809	SF	\$	26,400,000
Senior & Community Center (Two Gyms)	73,400	SF	\$	34,700,000

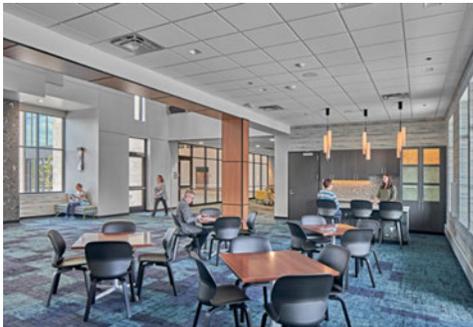
The probable costs are extrapolated from existing projects as indicated and combined on Programming square foot numbers. A thorough investigation and a complete design will be necessary to determine the exact scope of work and associated costs applied to a specific site.

Portage Zhang Senior Center

Budget Benchmarking



The Portage Zhang Senior Center features a multipurpose room with a capacity to seat 330 people, a courtyard with an outdoor fireplace, an outdoor terrace for warm-weather activities, recreational space for pickleball, basketball, and other activities, fitness space, a center promenade for indoor walking, a commercial kitchen, a coffee shop, dedicated space for games and reading, and a health clinic.



	\$/SF	Cost
Bid Summer 2020		
Building SF = 36,694		
2020 Construction Cost	\$ 305	\$ 11,200,000
2026 Escalated Construction Cost	\$ 440	\$ 15,250,000
Including FF&E/AE Design Fees/Contingency (+22%)	\$ 536	

Senior Center (No Gym)	23,396	SF	\$	12,500,000
Senior Center	41,459	SF	\$	22,200,000
Senior & Community Center (One Gym)	55,809	SF	\$	29,900,000
Senior & Community Center (Two Gyms)	73,400	SF	\$	39,400,000

The probable costs are extrapolated from existing projects as indicated and combined on Programming square foot numbers. A thorough investigation and a complete design will be necessary to determine the exact scope of work and associated costs applied to a specific site.



To: Senior and Community Center Task Force Members
From: Courtney Wisinski, Director of Parks & Recreation
Date: January 22, 2025
Re: Staffing Model Comparison for a Senior Center and Senior/Community Center

The following is a summary and justification of minimum staffing models that will be needed to operate a new Senior Center in comparison to a Senior and Community Center.

Senior Center Staffing Model

The current Meridian Senior Center operates Monday through Friday from 9:00 am and 4:30 pm, totaling 37.5 hours per week. The current staff include the Senior Center Manager and a part-time (20 hours/week) assistant. The membership of the current center is 383 members; however, the membership was more than 500 pre-Covid. The Senior Center Manager and Advisory Board are actively seeking new membership and have steadily increased annually since the pandemic.

The expectation of the new home of the Senior Center would allow for increased programming and respectively increased membership. The existing number of staff have challenges with coverage and operating the center when either of the current staff have vacation, sick time, etc. The greatest challenge is when both staff members may be sick or need time off at the same time and the center must close for those days as a result.

The current senior center is situated within the Okemos Public Schools – Chippewa Middle School. The school is responsible for the utilities and maintenance of the senior center. A new senior center would be owned and operated by Meridian Township, resulting in all building and grounds maintenance and programming set-up conducted within the center be the responsibility of the Township.

Increased operations and required building maintenance will require additional staff to support. In addition to our Senior Center Manager, the new center would need to add the following positions:

- Replace the part-time Senior Center Assistant position with a full-time position to support the increase in duties resulting from increased membership and activities.
- Add one full-time Senior Center Programmer to support the expected increase in membership and the opportunity for more programming at the senior center.
- Add one full-time Utility Worker for building and grounds maintenance which includes but not limited to mowing, snow removal, repairs/replacement of amenities, etc.

Senior /Community Center Staff Model Comparison -Page 2

- Add one full-time Utility Worker for increased programming support which includes but not limited to set up and clean up for activities including physical fitness classes, meetings, cards, table tennis, outdoor events, etc.

The increase in staff costs as described above is approximately \$246,000 annually.

Senior and Community Center Staffing Model

A Senior and Community Center would require an increased number of additional staff due to the increased building size, operating hours and programming. Most youth and adult sports occur after typical work hours. To accommodate additional community programming, including indoor sports (basketball, volleyball and/or pickleball) will require additional hours of weeknights and Saturdays. The model below assumes that the center is open Monday through Saturday from 8 am to 8 pm, totaling (72 hours per week).

Increased building size, programming, operations and required building maintenance will require additional staff to support.

- Replace the part-time Senior Center Assistant position with a full-time position to support the increase in duties resulting from increased membership and activities. Roles and responsibilities include but are not limited to outreach materials, social media updates, general office work, event attendance, etc.
- Add one full-time Senior Center Programmer to support the expected increase in membership and the opportunity for more programming at the senior center.
- Add one full-time Utility Worker for building and grounds maintenance which includes but not limited to mowing, snow removal, repairs/replacement of amenities, etc.
- Add one full-time Utility Worker for increased programming support which includes but not limited to set up and clean up for activities including physical fitness classes, meetings, cards, table tennis, outdoor events, etc.
- Add two full-time Recreation Specialists to coordinate non-senior related activities including but not limited to sports, events, community meetings, etc., as well as the increased hours of oversight of daily and night/weekend activities.
- Add two full-time Receptionists to work at the front desk including greeting, membership, questions, phones, etc.

The increase in staff costs as described above is approximately \$462,000 annually.