



CHARTER TOWNSHIP OF MERIDIAN  
PARK COMMISSION REGULAR MEETING MINUTES  
5151 Marsh Road, Okemos, MI 48864  
Administrative Conference Room

Date, Time      March 13, 2018; 7 pm

PRESENT:        Chair, Michael McDonald; Vice Chair Amanda Lick; Commissioner Annika Schaetzl;  
Commissioner Mark Stephens; Commissioner Courtney Wisinski

ABSENT:        None

STAFF:         LuAnn Maisner, Parks and Recreation Department Director

**1. CALL MEETING TO ORDER**

Chair McDonald called the regular meeting to order at 7:08 pm.

**2. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS**

None

**3. APPROVAL OF AGENDA**

- A. Remove items #7 Public Hearings – MDNR Grant Submissions: #B Land and Water Conservation Fund – Native Landscaping, Accessible Courtyard and Pavilion Renovation for Central Park and #8 Action Items: #B Land and Water Conservation Fund – Native Landscaping, Accessible Courtyard and Pavilion Renovation for Central Park

Commissioner Stephens moved TO APPROVE THE AGENDA AS AMENDED. Seconded by Commissioner Lick.

VOICE VOTE: Motion carried unanimously.

**4. APPROVAL OF MINUTES**

- A. January 16, 2018 Regular Minutes  
B. January 30, 2018 Special Meeting Minutes

Chair McDonald moved **TO APPROVE THE MINUTES OF JANUARY 16, 2018 REGULAR MEETING AND JANUARY 30, 2018 SPECIAL MEETING AS SUBMITTED.** Seconded by Commissioner Lick.

VOICE VOTE: Motion carried unanimously.

**5. COMMUNICATIONS**

- A. Items to/from the Public
1. From: Lori Irwin, Ed.D., CPRP, Central Michigan University, RE: Thank you
  2. Jonathan K. Trudeau, PhD Student, MSU, RE: Requesting permission to conduct research on white-tailed deer movement
  3. Patrick Lindemann, ICDC RE: Towar Woods Prescribed Burn

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- B. Commission Information
  - 1. Towne Courier Legal Notice 2018 DNR Grant Applications
  - 2. Harris Nature Center Foundation 2017 Annual Report
- C. Staff Inquiries/Response
  - 1. To: Jon Mayes, Land Preservation Advisory Board Chair and Mike McDonald, Park Commission Chair, RE: Mandenberg Woods

Commissioner Stephens moved **TO ACCEPT AND PLACE THE ITEMS OF COMMUNICATION ON FILE**. Seconded by Commissioner Schaeztl.

VOICE VOTE: Motion carried unanimously.

**6. DIRECTOR'S REPORT**

- A. Greater Lansing Area Joint Park Board meeting at Hannah Community Center Thursday, May 7, 2018 5:30-8pm Hannah Community Center. Agenda includes Reception, MParks Presentation, Tips for effective advocacy, Ingham Co Parks and Trails Millage update, Local initiatives
- B. Grants applications in process
- C. Ingham Co Trail Update – Proposed Boardwalk pathway on east side of Okemos Road between Gaylord Smith Court and Central Park Drive. Still under consideration. Will be determined in April.
- D. Project update
- E. Notice of controlled burn in rain gardens in Towar Gardens from the Ingham County Drain Commissioners office. This spring. Will receive notification when scheduled.
- F. New Interpretive signs for the Historical Village
- G. Farmers' Market Relocation
- H. Hiring Staff: Farmers Market Manager, Seasonal maintenance, Recreation Intern, Park Ranger
- I. Cemetery software – community interface on website
- J. Website
- K. Okemos Road Bridge Replacement RFP
- L. Meeting next week with representatives from the Michigan Mountain Biking Association on rehabbing and maintaining the Pump Track at Eastgate Park

**7. PUBLIC HEARINGS-MDNR GRANT SUBMSSIONS**

- A. Natural Resources Trust Fund –Inclusive Play and Nature Observation Space for Towner Road Park
  - 1. Chair McDonald declared public hearing open at 7:38 pm
  - 2. Staff presented project overview of the project which includes an inclusive play area with poured in place safety surface, and wetland improvements with a nature observation area at Towner Road Park. This park, located at 2055 Towner Road, is currently under construction and contains two soccer/lacrosse fields, two ball diamonds, paved walking path, pavilion, restroom, parking lot and six pickleball courts. The park is still in need of native wetland enhancements with nature observation opportunities and an accessible playground. The total project cost is \$287,000 with a

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- 70% grant request of \$200,900 and a local match from the Park Millage in the amount of \$86,100.
3. Public comment - None
  4. Commissioners' comments – Chair McDonald expressed his support for the project and added that it will provide the Park Commission the opportunity to complete the masterplan that has been created for this park. Commissioner Wisinski suggested adding bird feeders and plantings in the wetlands that will be attractive to wildlife.
  5. Chair McDonald declared the public hearing closed at 7:44 pm

**B. Land and Water Conservation Fund – Native Landscaping, Accessible Courtyard and Pavilion Renovation for Central Park**

This item was removed from the agenda.

**C. Michigan Recreation Passport – Neighborhood Play Space and Fitness Zone for Ottawa Hills Neighborhood Park**

1. Chair McDonald declared the public hearing open at 7:44 pm
2. Director Maisner presented an overview of the proposed project of replacing old playground equipment and creating a new playground and fitness zone area. The Park Commission hosted a neighborhood meeting last fall with 30 neighbors in attendance. We asked for their input on future improvements. Commissioners and staff engaged with both the parents and children in attendance. The result of that meeting is what has led the Park Commission to seek funding for improvements to this park. The neighborhood is mostly comprised of families with small children and they are very excited to see the park updated and improved.
3. Public comment - none
4. Commissioners comment
5. Chair McDonald declared the public hearing closed at 7:50 pm

**8. ACTION ITEMS**

**A. Natural Resources Trust Fund – Inclusive Play and Nature Observation Space for Towner Road Park**

The following resolution was offered by Commissioner Wisinski and supported by Commissioner Stephens:

WHEREAS, the Michigan Department of Natural Resources accepts grant requests from local units of government to assist in the development and acquisition of recreation properties; and

WHEREAS, it is possible to have up to 75% of the total project cost funded by the Natural Resources Trust Fund program; and

WHEREAS, the Park Commission is interested leveraging local Park Millage Funds by obtaining supplemental grant funding for park projects whenever possible; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Natural Resources Trust Fund for \$287,000 of improvements to Towner Road

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Park consisting of an Inclusive Play and Nature Observation Space to improve and expand recreation opportunities and accessibility for visitors of all abilities; and

WHEREAS, this project is identified and supported in the 2017-2021 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the grant request is outlined and justified in the 2017-2021 Capital Improvements Program adopted by the Township Board and Park Commission; and

WHEREAS, park development and improvements are supported by Township Board Policy and 2018 Goals and Objectives; and

WHEREAS, this grant request was open to public review on March 13, 2018; and

NOW, THEREFORE BE IT RESOLVED BY THE PARK COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

To support submission of a grant application to the Michigan Natural Resources Trust Fund for development of an Inclusive Play and Nature Observation Space in Towner Road Park with a total project cost of \$287,000. The thirty (30%) percent local match of \$86,100 will be funded by the Park Millage, with the remaining seventy (70%) percent (\$200,900) funded by the MNRTF grant.

ADOPTED:

YEAS: Vice Chair Amanda Lick; Commissioner Annika Schaetzl; Commissioner Mark Stephens; Commissioner Courtney Wisinski; Chair, Michael McDonald

NAYS: None

Resolution carried unanimously.

- B. Land and Water Conservation Fund – Native Landscaping, Accessible Courtyard and Pavilion Renovation for Central Park

This item was removed from the agenda

- C. Michigan Recreation Passport – Neighborhood Play Space and Fitness Zone for Ottawa Hills Neighborhood Park

The following resolution was offered by Commissioner Wisinski and supported by Commissioner Schaetzl:

WHEREAS, the Michigan Department of Natural Resources Recreation Passport Fund accepts grant requests from local units of government to assist in the improvement and renovation of recreation properties; and

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WHEREAS, it is possible to have up to 75% of the total project cost funded by the Recreation Passport Fund grant program; and

WHEREAS, Recreation Passport Fund grant funds are derived from the purchase of a State Park stickers during the driver's license renewal process that includes a small allocation to support local recreation projects; and

WHEREAS, the Park Commission is interested leveraging local Park Millage Funds by obtaining supplemental grant funding for park projects whenever possible; and

WHEREAS, Meridian Township has prepared a grant application for submission to the Michigan Recreation Passport Grant Program for \$100,000 of improvements to Ottawa Hills Neighborhood Park consisting of a neighborhood play space and fitness zone to expand recreation opportunities and accessibility for visitors of all abilities; and

WHEREAS, this project is identified and supported in the 2017-2021 Parks and Recreation Master Plan adopted by the Meridian Township Board and Park Commission, and is on file with the Michigan Department of Natural Resources; and

WHEREAS, the grant request is outlined and justified in the 2017-2021 Capital Improvements Program adopted by the Township Board and Park Commission; and

WHEREAS, park development and improvements are supported by Township Board Policy and 2018 Goals and Objectives; and

WHEREAS, this grant request was open to public review on March 13, 2018; and

NOW, THEREFORE BE IT RESOLVED BY THE PARK COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, as follows:

To support submission of a grant application to the Michigan Recreation Passport Grant Fund for development of a play space and fitness zone with a total project cost of \$100,000. The twenty-five (25%) percent local match of \$25,000 will be funded by the Park Millage, with the remaining seventy-five (75%) percent (\$75,000) funded by the Recreation Passport program.

ADOPTED:

YEAS: Vice Chair Amanda Lick; Commissioner Annika Schaetzl; Commissioner Mark Stephens; Commissioner Courtney Wisinski; Chair, Michael McDonald

NAYS: None

Resolution carried unanimously.

**9. CLOSED SESSION**

None

**10. COMMENTS FROM THE PUBLIC**

None

**11. OTHER MATTERS AND COMMISSIONERS' COMMENTS**

- A. Next Park Commission Meeting: Tuesday, April 10, 2018
- B. Township Offices closed Friday, March 30 at Noon in observance of Good Friday.
- C. Meridian Farmers' Winter Market: April 7 & 21; 10 am – 2 pm; JC Penney Corridor; Meridian Mall
- D. April Family Fun Events:
  - 1. April 15 - Explore Nature Open House
  - 2. April 21 - HNC Stewardship Mornings
  - 3. April 21 - Song Bird Nest Box Workshop
  - 4. April 22 - Earth Day Walkabout
  - 5. April 27 - Howl at the Moon

**12. ADJOURNMENT**

Commissioner Stephens moved, **TO ADJOURN THE REGULAR MEETING.** Seconded by Commissioner Wisinski.

VOICE VOTE: Motion passed unanimously.

The meeting adjourned at 7:55 pm.

**13. NEXT MEETINGS:**

The next meeting is scheduled for **Tuesday, April 10, 2018** in the Town Hall Room, Meridian Municipal Building, 5151 Marsh Road, Okemos, MI. Work Session at 6 pm and Regular Meeting at 7 pm.