



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD
REGULAR MEETING
Wednesday November 12, 2025 6:00 pm
Township Service Center
2100 Gaylord C. Smith Court, Okemos MI

1. CALL MEETING TO ORDER
2. PUBLIC COMMENT
3. APPROVE AGENDA
 - A. November 12, 2025
4. APPROVE MINUTES
 - A. October 8, 2025
5. COMMUNICATIONS
 - A. No scheduled board meeting for December
6. DISCUSSION ITEMS
 - A. Parcels for Acquisition Consideration
 - I. Parcel B (Memo 6.B.I)
 - I. No update.
 - B. Pathway Proposal at Pike Crossing Preserve
 - C. Proposed parking lot at LLNP
7. REPORTS
 - A. STAFF REPORT: Emma Campbell, Stewardship Coordinator
 - I. MCC November Stewardship Calendar
 - II. Legg Park Burn Progress
 - B. ENVIRONMENTAL COMMISSION REPORT: Commissioner Yu Man Lee
 - C. PARK COMMISSION REPORT: Commissioner Mark Stephens
8. PUBLIC COMMENT
9. OTHER MATTERS AND BOARD MEMBERS' COMMENTS
10. ANNOUNCEMENTS
 - A. Next Land Preservation Advisory Board Meeting: Wednesday, January 14, 2025 at 6 pm at The Township Service Center, 2100 Gaylord C. Smith Court, Okemos, Michigan 48864.
11. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Land Preservation Advisory Board by contacting: Director Courtney Wisinski, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: 2100 Gaylord C. Smith Court, Haslett, MI 48840

Providing a safe and welcoming, sustainable prime community.





CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD REGULAR MEETING MINUTES
Township Service Center
2100 Gaylord C. Smith Court | Haslett, MI
Wednesday, October 8, 2025, 6 PM

PRESENT: Board Members: Jamie Hiller, Steve Thomas, Kathy Fay, Kris Parnell, Mark Stephens
(Park Commission), Angela Demas (Township Board).
ABSENT: Yu Man Lee.
STAFF: Emma Campbell, Stewardship Coordinator

1. CALL MEETING TO ORDER

Chair Hiller called the meeting to order at 6:01 pm.

2. PUBLIC COMMENT

a. None.

3. APPROVE AGENDA

a. October 8, 2025

Commissioner Stephens moved to approve the October 8, 2025 Agenda to place on file. Board member Parnell seconded.

Voice vote: Unanimous

4. APPROVE MINUTES

a. August 13, 2025 (CLOSED SESSION MINUTES)

Board member Parnell moved to approve the closed session minutes from August 13, 2025 to place on file. Board member Fay seconded.

Voice vote: Unanimous

b. September 10, 2025

Chair Hiller made a motion to amend a grammatical error on page 4 of the September 10, 2025 minutes.

Clerk Demas moved to approve the amended minutes from September 10, 2025 to place on file. Board member Parnell seconded.

Voice vote: Unanimous

5. COMMUNICATIONS

a. None.

Minutes – Land Preservation Advisory Board

October 8, 2025

Page 2 of 3

6. DISCUSSION ITEMS

a. Prescribed Burn Program

i. Legg Park

1. Commissioner Stephens brings up the point that full funding from Land Preservation should be considered, since this issue affects all lands in the Township. The care of Legg Park directly effects the natural resource management in Red Cedar Glen Preserve.
2. Chair Hiller brings forward the idea of creating a land preservation program grant similar to the Green Grant program.
 - a. Staff could develop a proposal to pass through legal.
 - b. Explore the development for a procedure and a plan for this specific type of funding and how it can be used.

b. Parks and Recreation Department 2026 Survey Input

- i. LPAB is most interested in understanding better how public perceives what land preserves are and the associated rules, and how can we get the word out about these spaces to educate public on these topics.
- ii. Avoiding questions about ‘how’ to use the preserve since recreation is strictly passive in preserve spaces.
- iii. The survey will be vetted by the Park Commission and Land Preservation Advisory Board before it is sent out.

Vice Chair Thomas makes a motion to move into closed session. Commissioner Stephens seconded.

Roll Call:

Ayes: Jamie Hiller, Steve Thomas, Mark Stephens, Kathy Fay, Angela Demas, Kris Parnell.

Nays: None.

(BEGIN CLOSED SESSION)

a. Parcels for Acquisition Consideration

iv. Parcel B (Memo 6.C.I)

Commissioner Stephens moved to end closed session. Board member Parnell seconded.

Roll Call:

Yayes: Jamie Hiller, Steve Thomas, Mark Stephens, Kathy Fay, Angela Demas, Kris Parnell.

Nays: None.

(END CLOSED SESSION)

Vice Chair Thomas makes a motion to take such action as discussed for Parcel B in closed session. Clerk Demas seconded.

Roll Call:

Minutes – Land Preservation Advisory Board

October 8, 2025

Page 3 of 3

Yayes: Jamie Hiller, Steve Thomas, Mark Stephens, Kathy Fay, Angela Demas, Kris Parnell.

Nays: None.

7. REPORTS

- a. STAFF REPORT: Stewardship Coordinator, Emma Campbell
 - i. MCC October Stewardship Calendar
 - ii. Staff Report, memo attached.
 - 1. Take proposed pathway map from DPW and engineering and create a map of species of interest (native species and invasive species).
 - 2. Bring details of pathway size, where it will be, etc.
- b. ENVIRONMENTAL COMMISSION REPORT: Commissioner Yu Man Lee
 - i. Commissioner Lee was absent, no report.
- c. PARK COMMISSION REPORT: Commissioner Mark Stephens
 - i. None.

8. PUBLIC COMMENT

- a. None.

9. OTHER MATTERS AND BOARD MEMBERS' COMMENTS

- a. Steve Thomas is concerned about the pathway and parking lot going in at Lake Lansing North Park.
 - i. Track down answers to the questions Vice Chair Thomas had about the proposed project.
- b. Clerk Demas updates the board about the new Township Treasurer Linda Burghardt.
 - i. The 2026 Township budget was approved. There were budget cuts this year for all departments.

10. ANNOUNCEMENTS

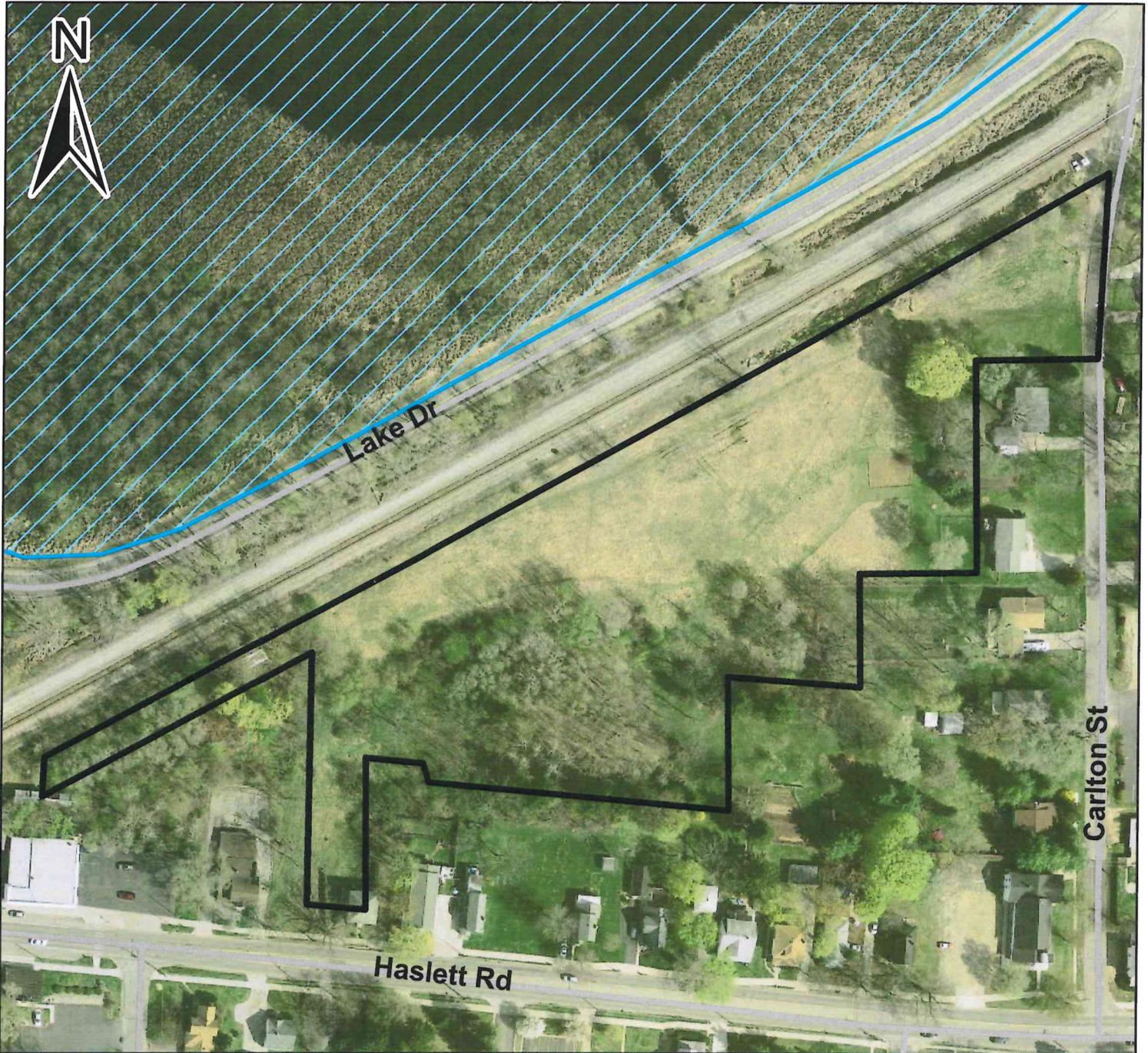
- a. Next Land Preservation Advisory Board Meeting: Wednesday, November 12, 2025 at 6 pm at the Township Service Center, 2100 Gaylord C. Smith Court, Okemos, Michigan 48864.

11. ADJOURNMENT

Board member Parnell moved to adjourn the meeting. Vice Chair Thomas seconded.

Chair Hiller adjourned the meeting at 7:22 pm.

Lake Lansing South Land Preserve

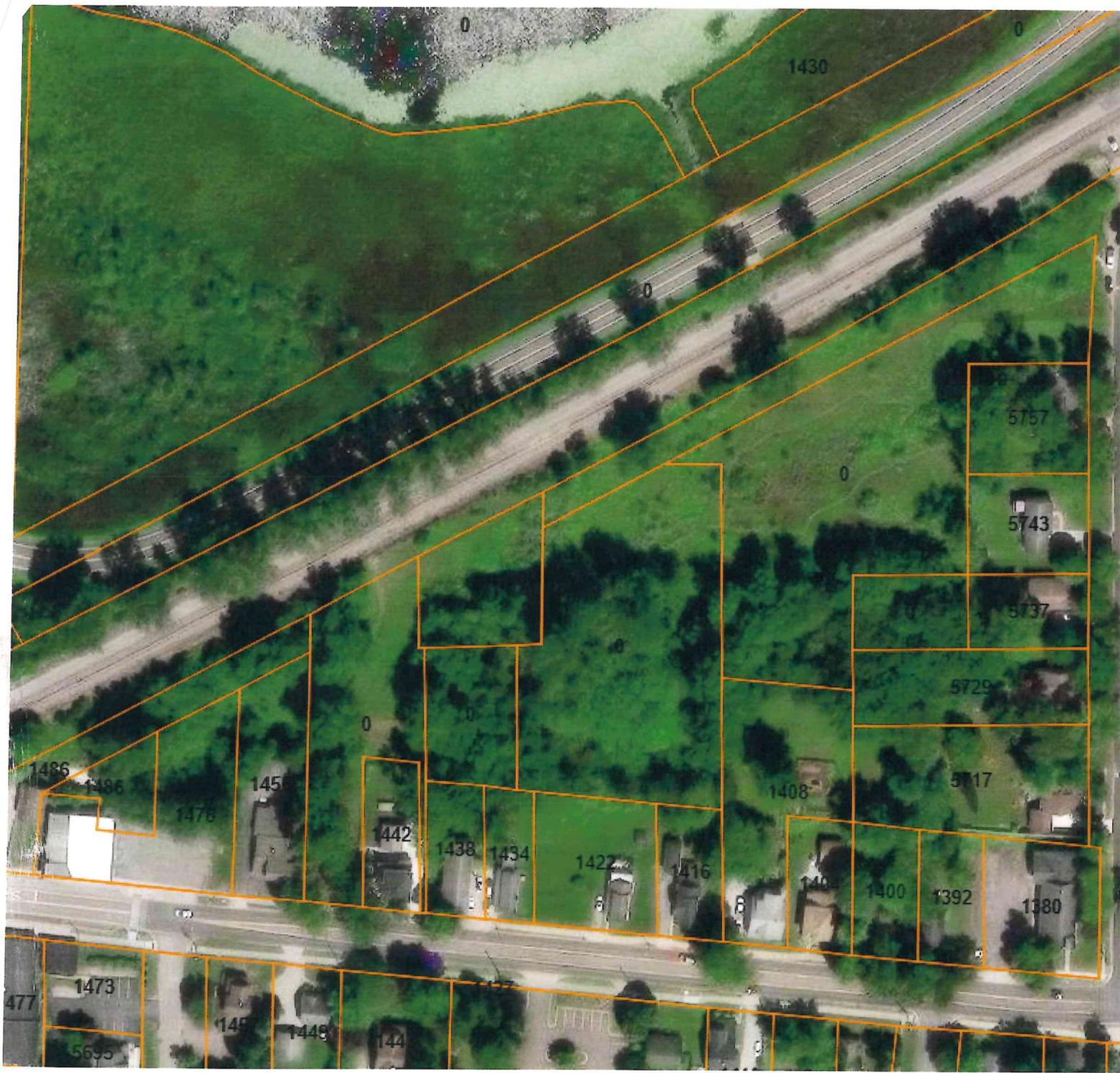


Legend

-  Land Preserve
-  Wetland
-  Roads

0 0.02 0.04 0.08 Miles

Location: West side of Carleton Street north of Haslett Road and south of railroad crossing
Area: 5.5 acres (2 parcels)
Year Acquired: 2010
Purchase Price: \$27,507
Description: Old field





SUP. REPLAT OF
 LOT 58-63
 SUPERVISOR'S PLAN
 OF HASLETT



INGHAM COUNTY PARKS

Lake Lansing North Park Trails

North 0 250 Meters 0 0.25 Miles

Natural Path
 Crushed Stone Path (1.57 mi)
 Crushed Stone- MSU to LL Connector (0.80 mi)
 Road Access/Parking Areas
 Wetland Area
 Parking
 Restrooms
 Hiking Sign Posts
 You are here
 MAP
 Head orientation
 Directions to get there



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD
REGULAR MEETING
September 9, 2020 6 PM

1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. APPROVE MINUTES
 - A. July 8, 2020 Minutes
4. COMMUNICATIONS
5. OLD BUSINESS
 - A. Foster-Couse Preserve
 1. Come to a decision on proposed trail maintenance and the allowance of bicycles
 - B. 10-Year Stewardship Plan
 1. Discuss ideas and proposed revisions from Board Members
 - C. Meridian Conservation Corps
 1. Debrief on program launch, future partnerships, HOA outreach
 - I. Partnership with Tri-County Regional Planning
 - D. Lake Lansing South
 1. Derek Perry guidance in pike spawning area; input for management plan
 - E. Wetland mitigation project at Central Meridian Uplands (site visit after regular meeting)
6. NEW BUSINESS
 - A. Resolution supporting the ballot proposal to amend the Michigan Natural Resources Trust Fund
 - B. Lake Lansing Park North Boardwalk and Path Improvements
 - a. Memo from Ingham County Parks
7. STAFF REPORT
 - A. Stewardship Coordinator
 - B. Stewardship workdays
 - i. Lake Lansing North
 - ii. Ted Black Woods
8. COMMENT FROM THE PUBLIC
9. OTHER MATTERS AND BOARD MEMBERS' COMMENTS
10. ANNOUNCEMENTS
 - A. Next Land Preservation Advisory Board Meeting: Wednesday, October 14, 2020, 6 pm, Meridian Service Center.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Land Preservation Advisory Board by contacting: Director LuAnn Maisner, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: 2100 Gaylord C. Smith Ct., Haslett, MI 48840

Providing a safe and welcoming, sustainable prime community.



A PRIME COMMUNITY
meridian.mi.us



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD
REGULAR MEETING
September 9, 2020 6 PM

11. ADJOURNMENT

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Land Preservation Advisory Board by contacting: Director LuAnn Maisner, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: 2100 Gaylord C. Smith Ct., Haslett, MI 48840

Providing a safe and welcoming, sustainable prime community.



A PRIME COMMUNITY
meridian.mi.us



CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD REGULAR MEETING MINUTES
North Meridian Road Park, 5191 Meridian Road, Williamston, MI
Wednesday, August 12, 2020 6 PM

PRESENT: Board Members: Matt Bozung; Jamie Hiller; James Kielbaso; Mark Stephens; Steve Thomas
ABSENT: Yu Man Lee
STAFF: Emma Campbell, Stewardship Coordinator
TOWNSHIP: Trustee Dan Opsommer
OTHER: Township Treasurer Phil Deschaine

A. CALL MEETING TO ORDER

BOARD CHAIR KIELBASO MOVED TO CALL THE MEETING TO ORDER AT 6:04 PM.

B. APPROVE AGENDA

- A. Board member Hiller asks for addition of 7E under New Business for discussion of re-naming preserves. Chair Kielbaso approves the addition.

BOARD MEMBER STEPHENS MOVED TO APPROVE AGENDA. Seconded by Board Member Hiller.

VOICE VOTE: Motion carried unanimously.

C. INTRODUCTIONS

- A. Matt Bozung introduces himself to the board.

D. APPROVE JULY 8, 2020 MINUTES

BOARD MEMBER STEPHENS MOVED TO APPROVE THE MINUTES. Seconded by Board Member Hiller.

VOICE VOTE: Motion carried unanimously.

E. COMMUNICATIONS

- A. NONE

F. OLD BUSINESS

- A. Phil Deschaine to answer questions on preservation fund investments (an issue brought up at the last meeting):
- I. The township is required to follow Public Act 50 which dictates that the Township Treasurer choose from safe investments for fund investment.
 - II. Board Member Stephens questioned whether or not the treasurer can choose to invest more money from Land Preservation funds. Phil Deschaine responded it is possible, although right now the market is not ideal to make purchases. This will be ear marked for future investments once rates are more ideal.

Minutes – Land Preservation Advisory Board

August 12, 2020

Page 2 of 3

- III. Board Member Opsommer asked Phil that the board is made aware of better rates in the future so that more money may be invested.
- B. Foster-Crouse Preserve (Visit today)
 - I. Coordinator Campbell asked to move forward on this issue until we are on the trail after the regular meeting.
- C. Update on Lake Lansing North prescribed burn
 - I. The site visit with Lake Lansing County Park staff Coe Emmons and Ian Londo will be rescheduled for after labor day.

G. NEW BUSINESS

- A. 10 year stewardship plan for the Land Preservation Program
 - I. Coordinator Campbell briefed the board on what the main goals of the 10 year plan are: prescribed burns, invasive species contract work, M.C.C. program materials and growth, fencing and enhancement in preserves along the border of neighborhoods.
 - II. Coordinator Campbell encourages the board to look over the 10 year plan and come the next meeting with thoughts and ideas for discussion.
- B. Lake Lansing South/Potter Preserve
 - I. Coordinator Campbell debriefed the board on neighborhood encroachment at preserve. Encroachment is severe enough that Coordinator Campbell believes that is harm to the ecological value that the preserve is supposed to provide for flora and fauna. The site is also quite degraded and beginning to fill in with invasive species.
 - II. Coordinator Campbell discusses a plan to enhance the site in collaboration with Vern Stephens, Designs by Nature. Board members are invited to visit the site to add their recommendations. Board Member Stephens discussed the pike spawning in that area and how we can improve that area as well.
 - III. Coordinator Campbell discussed installing a split rail fence along the property line to aid in mitigating encroachment.
- C. Deer Management Program 2020
 - I. Coordinator Campbell gave an update on the program and how it will change due to COVID. No new hunters will be accepted into the program this season, utilizing returning hunters only.
 - II. Two new properties were added to the property list: Hillbrook Park and Brattin Woods Park.
- D. Ingham County Tax Properties
 - I. Coordinator Campbell introduces a tax foreclosed property in Meridian Township for a possible acquisition. The parcel 7.97 acres and is contiguous to the Nemoke Land Preserve increasing the green space in that area.
 - II. The board discussed benefits of the acquisition.

BOARD MEMBER STEPHENS MOVED TO HAVE THE TOWNSHIP ACQUIRE PARCEL # 33-02-02-15-100-010. Seconded by Board Member Hiller.

VOICE VOTE: Motion carried unanimously.

- E. Re-naming Preserve properties
 - I. Board Member Hiller proposed that where applicable, the preserve names be changed to nearby road names in order for patrons to find them easier.

Minutes – Land Preservation Advisory Board

August 12, 2020

Page 3 of 3

Board members agreed that there needs to be more consistency for the names to increase accessibility and awareness.

- II. Coordinator Campbell offered to have a more in depth discussion at the next meeting once it is better understood which preserves can have undergo a name change – some of the properties were donated with strict instructions for specific names to be included.

B. STAFF REPORT

A. Stewardship Coordinator

I. Stewardship workdays re-starting

1. Stewardship workdays have started back up with COVID guidelines in place: Volunteers must come with a mask and use it when within 6 feet of each other.
2. The first workday was held August 1st at Davis-Foster preserve to remove Autumn Olive.
3. The next one is scheduled for August 15th at the Lake Lansing North conservation easement.

II. Fall invasive management

1. Coordinator Campbell discussed stewardship action goals for fall invasive treatment, highlighting the following areas: The Autumn Olive field at Tihart/Judy Lynn preserve, oak woods at SW Meridian Uplands, native planting site at Serafin and Autumn Olive at Davis-Foster.

C. COMMENT FROM THE PUBLIC

A. NONE.

D. OTHER MATTERS AND BOARD MEMBERS' COMMENTS

A. NONE.

E. ANNOUNCEMENTS

- A. Next Land Preservation Advisory Board Meeting: Wednesday, September 9, 2020, 6 pm, at the Meridian Service Center (site visit to Central Meridian Uplands after the regular meeting).

F. ADJOURNMENT

- A. **MARK STEPHENS ADJOURNED THE MEETING** at 7:45 PM. Seconded by Board Member Hiller.

VOICE VOTE: Motion carried unanimously.



**RESOLUTION SUPPORTING THE BALLOT PROPOSAL TO
AMEND THE MICHIGAN NATURAL RESOURCES TRUST FUND**

At a regular meeting of the Land Preservation Advisory Board of the Charter Township of Meridian, Ingham County, Michigan, on Wednesday, September 9, 2020 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Michigan Natural Resources Trust Fund (MNRTF) has funded public land acquisition and recreation projects with royalties from oil, gas and minerals from public lands in all eighty-three counties in the state since its founding in 1976; and

WHEREAS, projects supported by the MNRTF help Michigan communities protect the state’s lakes, streams, lands and wildlife habitats and build recreational facilities for the enjoyment of Michigan residents and visitors, with economic, quality-of-life and public health benefits; and

WHEREAS, every Michigan resident is within a one-hour drive of a state park or recreation area, which are critical contributors to Michigan’s \$25.7 billion tourism industry that supports 237,733 direct jobs; and

WHEREAS, Meridian Township’s Land Preservation Program has received nearly \$2,500,000 of Michigan Natural Resources Trust Fund Grants for the acquisition of the Ponderosa Land Preserve and the Conservation Easement for Lake Lansing North; and

WHEREAS, the Michigan Legislature unanimously voted to remove the accumulated principal limit on the MNRTF once the State Park Endowment Fund reaches its accumulated principal limit of \$800 million, add “renovation and redevelopment” alongside “development” as an allowable use for MNRTF dollars, and change the percentage of funds made available for these projects from a maximum of 25% to a minimum of 25% to match the percentage available for land acquisition projects; and

WHEREAS, Michigan voters will now have the opportunity to approve these changes in the 2020 general election, thus amending Article IX, Section 35 and 35a of the Michigan Constitution; and

NOW, THEREFORE, BE IT RESOLVED THAT MERIDIAN TOWNSHIP LAND PRESERVATION ADVISORY BOARD, INGHAM COUNTY, MICHIGAN supports the ballot question placed before voters in the 2020 general election to update and expand the MNRFT, guaranteeing investment in conservation and outdoor recreation for generations to come, protecting our natural resources and invigorating our local economies.

YEAS: _____

NAYS: _____

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Meridian Township Land Preservation Advisory Board at a regular meeting held on Wednesday, September 9, 2020.

Jim Kielbaso, Land Preservation Advisory Board Chair

September 3, 2020

Emma Campbell, Land Stewardship Coordinator
Meridian Township
5151 Marsh Rd.
Okemos, MI 48864

RE: Lake Lansing Park North – Boardwalk and Path Improvements
Ingham County, MI

Emma,

On behalf of Ingham County Parks, I am submitting the following request and information for approval.

The County is seeking permission to move forward with plans to provide an ADA accessible loop trail through the nature paths at Lake Lansing Park North. The existing boardwalks within the proposed loop would be replaced and the existing trails would be surfaced with crushed limestone. These improvements would provide accessible access for people of all abilities. The proposed trails primarily follow the existing nature trails but may need to be modified in some areas to provide accessible slopes. The project would provide a accessible loop trail through the nature paths at Lake Lansing Park North.

The boardwalks and paths are within the Conservation Easement area. The work is being done pursuant to Section IV.E. of the Permanent Conservation Easement Agreement between Ingham County and Meridian Township. The work will also respect the requirements of the Conservation Easement.

The County has submitted application for funding through the County Trails & Parks millage to provide the local match for DNR grants that will be applied for in April 2021. Due to the cost and funding constraints, the project has been broken into two phases. Each phase will apply for the grant funding at the same time utilizing different DNR grants programs the Trust Fund and the Land and Water Conservation Fund.

If all grants are awarded, planning, design and permitting will take place in 2022 with construction starting in spring of 2023.

Attached please find a conceptual site plan showing the proposed project, copies of the grant application from the County Trails & Parks millage grant program for each phase, detailed estimates for the proposed work and photographs.

September 3, 2020
Page 2 of 2

If you should have any questions, or need additional information please let us know. I can be reached at (989) 754-4717, or you can reach Tim Morgan, Ingham County Parks Director, at (517) 244-7191.

Sincerely,



Tanya M. Moore
Landscape Architect/Planner

SPICER GROUP, Inc.
230 S. Washington Ave.
Saginaw, MI 48607
(989) 754-4717
(989) 754-4440 fax
www.spicergroup.com
tanyam@spicergroup.com

cc: SGI file 126747SG2020
Tim Morgan, Ingham County Parks
Coe Emens, Ingham County Parks
Ian Londo, Ingham County Parks
Jane Greenway, Meridian Township

LAKE LANSING PARK NORTH BOARDWALK / TRAIL IMPROVEMENTS



Ingham County Parks
<http://pk.ingham.org>

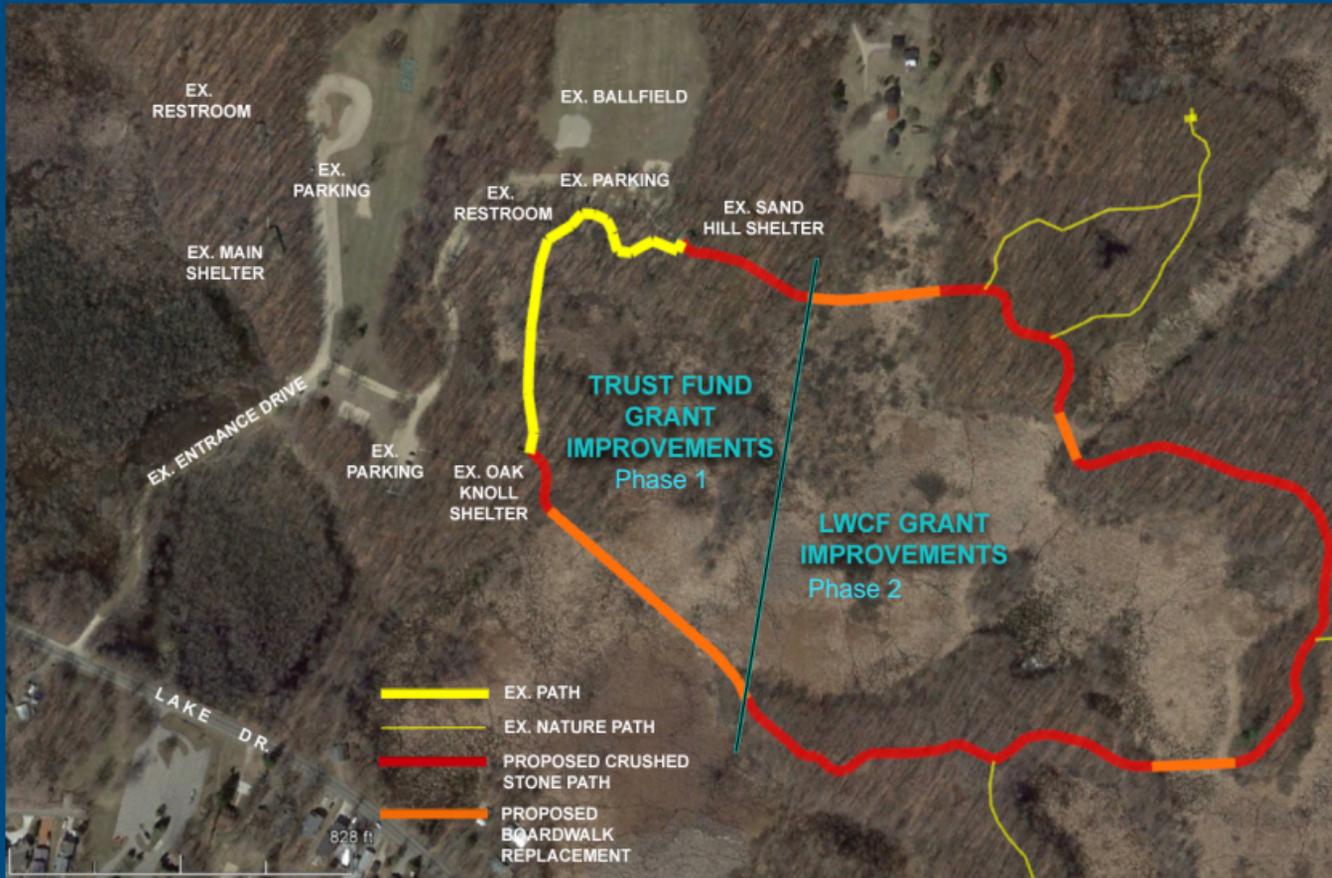


NOT TO SCALE

DATE: 7/21/2020
JOB # 124334SG2017

Spicer
group

www.spicergroup.com



Ingham County Trails and Parks Program Application



Ingham County
Attn: Melissa Buzzard
P.O. Box 178
121 E. Maple Street, Suite 102
Mason, MI 48854

Trails and Parks Program Application

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds must be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: **small shovel ready projects up to a limit of \$300,000, planning and engineering for future projects.** **Preference will be shown to applications within these parameters, however all grant applications will be considered, even if they are not shovel ready or include future planning.**

Project applications must be received by **5:00pm July 31** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the November Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT			
Agencies:		Contact Person:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	Email:	
PROJECT SUMMARY			
Project Title:			
Total Amount Requested: \$			
Distance of repaired/new construction in feet/miles:			
Trail/blue ways:	Boardwalk:	Bridge:	
<input type="checkbox"/> Shovel Ready	<input type="checkbox"/> Planning & Engineering	<input type="checkbox"/> Other Project	
<input type="checkbox"/> Small grant: Up to \$300,000 for municipalities contributing less than 5% of total county millage revenue annually. See Attachment A. * (Small grants will be scored separately)			

Ingham County Trails and Parks Program Application

If you have applied for *multiple projects*, please prioritize and rank your projects within each category from highest priority to lowest priority in each category:

Shovel Ready

Planning and
Engineering

Other Projects

Town, Range and Section Numbers of Site Location

(Town):

(Range):

(Section):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

Ingham County Trails and Parks Program Application

ESTIMATED COSTS/BUDGET		
<i>Provide each scope/budget item and how the budgeted amount was calculated, List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses. Contingency amount not to exceed 10%.</i>		
EXPENSES		
Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Contingency		
6-Other		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$ _____
Provide detailed cost estimate for Project		\$ _____
APPLICANT FUNDS		
<i>When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years.</i>		
<u>Local Contribution</u>		Amount \$ _____
<u>Other Grant Contributions</u>		
Name of Grantor(s)		Amount \$ _____ \$ _____
Name of Partner(s)		Amount \$ _____ \$ _____
Name of Donor(s)		Amount \$ _____ \$ _____
<u>In-Kind Support</u>		
Name of Organization	Description	Value \$ _____ \$ _____
<u>Other</u>		Amount \$ _____
Total Applicant Funds		\$ _____
*Millage Funds REQUESTED (does not count as match)		\$ _____
*This amount (Millage Funds Request) plus the Total Applicant Funds must equal Total Project Expenses		
Total % of matching Funds	% _____	Match

Ingham County Trails and Parks Program Application

DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)

Provide a (detailed) description of the project you are proposing, with reference to specific scope items. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count- attachments as needed).

Ingham County Trails and Parks Program Application

PROJECT INFORMATION & DETAILED DESCRIPTION *(as applicable)*

1. Describe in detail any other available funders and partners.

Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.

2. Discuss how the project is improving regional connectivity.

Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.

Ingham County Trails and Parks Program Application

3. Describe how the project responds to public demand and has public support.

Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. 250 word limit.

4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency— Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

Ingham County Trails and Parks Program Application

5. Explain how the project is feasible and ready for implementation or development.

Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.

6. Discuss how the project supports equitable opportunities.

Your discussion should address how your project increases or improves access and provides low cost transportation and recreation options for low income populations; is located in a high use area; is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

Ingham County Trails and Parks Program Application

7. Maintenance Commitment & Plan

Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.

Ingham County Trails and Parks Program Application

ATTACHMENTS - REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County.
6. After completion of the project, entities must agree to participate in the County wide wayfinding signage plan.

CERTIFICATION

Signature of Applicant:

Date:

Ingham County Trails and Parks Program Application



Ingham County
Attn: Melissa Buzzard
P.O. Box 178
121 E. Maple Street, Suite 102
Mason, MI 48854

Trails and Parks Program Application

The overall goal of the Ingham County Regional Trails and Parks Millage Fund is to create and maintain a sustainable countywide system of recreation trails and adjacent parks within Ingham County. All Ingham County municipalities are eligible to apply. In addition, 501(c) (3) non-profit organizations may apply for grant funds so long as they partner with an Ingham County municipality which contributes tax dollars to the Trails and Parks Millage.

Funds must be matched by the local community with their own funds, or in-kind services, or funds obtained from other sources, i.e., state, federal, private or other allocations. Applications for County Trails and Parks Program funding must include a **resolution (s) of support** for the project from the governing body (ies) of the community where the trail project or blueways project is proposed. Eligible projects must fit the following categories: **small shovel ready projects up to a limit of \$300,000, planning and engineering for future projects.** **Preference will be shown to applications within these parameters, however all grant applications will be considered, even if they are not shovel ready or include future planning.**

Project applications must be received by **5:00pm July 31** for funding consideration in the following year. Projects deemed worthy of funding may be approved at the November Ingham County Board of Commissioners meeting. The following information will be used by the Ingham County Parks and Recreation Commission in determining and recommending which projects should be funded by the Board of Commissioners. Projects already locally approved and bid will not be eligible for millage funding.

APPLICANT			
Agencies:		Contact Person:	
Address:			
City:		State:	ZIP Code:
Phone:	Fax:	Email:	
PROJECT SUMMARY			
Project Title:			
Total Amount Requested: \$			
Distance of repaired/new construction in feet/miles:			
Trail/blue ways:	Boardwalk:	Bridge:	
<input type="checkbox"/> Shovel Ready	<input type="checkbox"/> Planning & Engineering	<input type="checkbox"/> Other Project	
<input type="checkbox"/> Small grant: Up to \$300,000 for municipalities contributing less than 5% of total county millage revenue annually. See Attachment A. * (Small grants will be scored separately)			

Ingham County Trails and Parks Program Application

If you have applied for *multiple projects*, please prioritize and rank your projects within each category from highest priority to lowest priority in each category:

Shovel Ready

Planning and
Engineering

Other Projects

Town, Range and Section Numbers of Site Location

(Town):

(Range):

(Section):

Brief Project Description (Provide a brief project description and why it should be funded. 250 word limit.)

Ingham County Trails and Parks Program Application

ESTIMATED COSTS/BUDGET		
<i>Provide each scope/budget item and how the budgeted amount was calculated, List amounts requested from local sources, state or federal grants as well as amounts from foundations, corporations, and other funding sources (in-kind support or other). Engineering amount generally not to exceed 15% of total project expenses. Contingency amount not to exceed 10%.</i>		
EXPENSES		
Scope Item(s):	Quantity	Amount
1-Acquisition/Right-of-Way/Easement/Permits		
2-Design Engineering		
3-Construction		
4-Construction Engineering		
5-Contingency		
6-Other		
7-Other		
Other Fees (i.e., Permitting, etc...)		
Total Project Expenses		\$ _____
Provide detailed cost estimate for Project		\$ _____
APPLICANT FUNDS		
<i>When municipalities apply for funding from the Ingham County Trails and Parks Millage using a local match, the match should represent new investment in land acquisition and trail development, as opposed to dollars spent in previous years.</i>		
<u>Local Contribution</u>		Amount \$ _____
<u>Other Grant Contributions</u>		
Name of Grantor(s)		Amount \$ _____ \$ _____
Name of Partner(s)		Amount \$ _____ \$ _____
Name of Donor(s)		Amount \$ _____ \$ _____
<u>In-Kind Support</u>		
Name of Organization	Description	Value \$ _____ \$ _____
<u>Other</u>		
		Amount \$ _____
Total Applicant Funds		\$ _____
*Millage Funds REQUESTED (does not count as match)		\$ _____
*This amount (Millage Funds Request) plus the Total Applicant Funds must equal Total Project Expenses		
Total % of matching Funds	%	_____ Match

Ingham County Trails and Parks Program Application

DESIGN/SCOPE OF THE PROJECT-(Attachments as needed)

Provide a (detailed) description of the project you are proposing, with reference to specific scope items. Describe the features of the project and all factors that affected your design or program. Describe how your design was chosen, and why it is appropriate for the proposed project. Use this opportunity to explain why you chose the type and placement of particular scope and design elements. Explain how your project design meets or exceeds standards. (If your project addresses a clearly identified item from the Ingham County Trails and Parks Comprehensive Report, please identify that with a reference to the report – page #, table #, or identifying marker (ie. Bridge # CL-01-SCT-SC)). (No minimum word count- attachments as needed).

Ingham County Trails and Parks Program Application

PROJECT INFORMATION & DETAILED DESCRIPTION *(as applicable)*

1. Describe in detail any other available funders and partners.

Your discussion should address whether your project has funding available through grants or partner contributions; has funding available through donations or in-kind services; and/or has funding available through local community match and what total percent of the project these all account for. This should be detailed on the Estimated Costs/Budget sheet also. Local agencies are required to list Ingham County Parks as a contact in TAP applications that propose Ingham County Parks Millage funding as part of their match. 250 word limit.

2. Discuss how the project is improving regional connectivity.

Your discussion should address how the project provides, supports and relates to the Ingham County regional priority corridors as depicted on Figure 24 of the Ingham County Regional Trails and Parks Network either as an existing trail repair/rehabilitation/long-term maintenance, new regional trail construction or new local trail access to the regional network (including enabling water trail access); improves access to Ingham County Parks; improves access to major regional destinations such as commercial and employment centers as well as community facilities, schools, colleges and universities; expands transportation options; provides for recreation; increases access to sites of natural, scenic or historic interest; and any other related information. 250 word limit.

Ingham County Trails and Parks Program Application

3. Describe how the project responds to public demand and has public support.

Your discussion should address how the project is based on public demand; has been prioritized in adopted plans; has volunteer and/or partner organization support; is a community interest project that supports partnerships, shared resources or coincides with other planning and development activities; has the support of multiple jurisdictions and/or stakeholders; and any other related information. 250 word limit.

4. Explain how the project meets acceptable design standards and is the best design solution.

*You must have on staff, or hire a Michigan licensed professional engineer or a landscape architect, and all construction (new or rehab) must be according to current MDOT standard and specifications for construction of trails, bridges, and boardwalks and any other support facilities. Trail repair and maintenance projects may not require an engineer or landscape architect. (Deviation from this requirement needs to be stated and explained. The County will review on a case by case basis). Any work in the road Right of Way, not just ped crossings, needs to meet applicable permit requirements. You must meet permit requirements for any pedestrian crossings of the given road agency— Michigan Department of Transportation (MDOT), Ingham County Road Department or whatever City your community is in. You must have the necessary/required permitting, be it public/road rights-of-way, local ordinance (township or municipality), environmental (Michigan Department of Environmental Quality-MDEQ), Drain office, etc. Your description should address how the project is physically separated from streets and roadways where possible; provides a variety of experiences that can be enjoyed by a diversity of users, including people of all ages and abilities; meets or exceeds the minimum accessibility requirements of the ADA; design alternatives to the project have been examined to minimize impact on the environment; meets AASHTO guidelines for alignment, grade, width, vertical clearance, and loading intersection and crossing design (deviation from AASHTO guidelines need to be stated and explained. The County will review on a case by case basis.); considers low impact development techniques that protect and enhance significant natural features; and any other related information. **Please review Attachment B- BOC Resolution #18-054 for design standard clarification.** 250 word limit.*

Ingham County Trails and Parks Program Application

5. Explain how the project is feasible and ready for implementation or development.

Your discussion should address whether your project area is under public ownership or is currently accessible for public use; does not require complex or lengthy acquisition process; does not require a complex or lengthy permitting process; is within an existing corridor such as a transmission line and railroad corridor where it may be feasible to negotiate public access without needing to acquire land; there is an imminent threat to lose the project opportunity; demonstrates cost efficiency; and/or is appropriate and in line with available funds. 250 word limit.

6. Discuss how the project supports equitable opportunities.

Your discussion should address how your project increases or improves access and provides low cost transportation and recreation options for low income populations; is located in a high use area; is located in an underserved area; and/or contributes to an equitable geographical distribution of the millage funds. 250 word limit.

Ingham County Trails and Parks Program Application

7. Maintenance Commitment & Plan

Describe your operation and maintenance plan (with budget costs) detailing the amount of money needed to operate and maintain the trail after it is completed, and identify who will be responsible for the work. Describe in detail how the trail will be managed. Include discussion on season length, hours of operation, enforcement provisions, and scheduling. 250 word limit.

Ingham County Trails and Parks Program Application

ATTACHMENTS - REQUIREMENTS

1. Project Location Map & Photos. *Attach a project location map and site photographs (clearly identify photos and locations in correlation with your location map).*
2. Site Plan. *The site plan must show the entire site to be improved/developed, and should delineate and label the location and type of all existing and proposed uses. Features such as wooded areas, wetlands, water bodies, overhead utility lines, and all existing uses, including buildings and other development, need to be identified. The placement of all scope items proposed in the application should be depicted on the site plan. Indicate on your site plan the destinations to which the proposed trail project will connect. Provide a map of the trail network (existing or proposed) to which your project will link.*
3. Documentation of Other Funding Sources. *You must provide documentation for all the funding sources you indicated on your application form, as outlined in Attachment C.*
4. Certified Resolution. *The governing body of the local unit of government must pass a resolution. The resolution should list and commit to the amount of the local match in terms of dollar amount or percentage of total project cost, and all source(s) of match as specified in the application. (This may be obtained and submitted after submission of the application if timing is an issue, but must be before the date of the award by the BOC).*
5. After the award, and during construction, entities must display temporary millage recognition signage on site of projects provided by the County. Once complete, must display a permanent recognition plaque on site also provided by the County.
6. After completion of the project, entities must agree to participate in the County wide wayfinding signage plan.

CERTIFICATION

Signature of Applicant:

Date:

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS
INGHAM COUNTY, MI**

Phase I - Trust Fund Grant	\$581,500.00
Phase II - Land & Water Conservation Fund Grant	\$600,000.00
GRAND TOTAL FOR ALL AREAS	\$1,181,500.00
<u>Non-DNR Grant Funded Expenses</u>	
Topographical Survey	\$15,000.00
GRAND TOTAL FOR ENTIRE PROJECT	\$1,196,500.00

	<u>Grant Funds</u>	<u>Trails & Parks Millage</u>	<u>Total Project Cost</u>
<u>Phase I MNRTF GRANT:</u>	\$300,000	\$281,500	\$581,500
Match Percentage:	(52%)	(48%)	
<u>Phase 2 LWCF GRANT:</u>	\$300,000	\$300,000	\$600,000
Match Percentage:	(50%)	(50%)	
<u>OTHER COSTS:</u>			
Topographical Survey		\$15,000 *	\$15,000
PROJECT TOTALS:	\$600,000	\$596,500	\$1,196,500

* \$7,500 each allocated to Phase I and Phase II

Local Match / Funding Sources:

Ingham County T&P Grants: \$596,500

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS
INGHAM COUNTY, MICHIGAN**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>PHASE 1 TRUST FUND GRANT</u>					
1.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$11,700.00	\$11,700.00
2.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$15,200.00	\$15,200.00
3.	4,080	Sq. Ft.	Remove Ex. Boardwalk	\$2.00	\$8,160.00
4.	5,440	Sq. Ft.	Boardwalk #1, complete replacement	\$55.19	\$300,240.00
5.	600	Lin. Ft.	Crushed Stone Path	\$30.00	\$18,000.00
6.	1	Each	Electric Gate	\$26,000.00	\$26,000.00
7.	1	Each	Electrical Service & Controls	\$25,000.00	\$25,000.00
8.	1	Each	Entrance Sign	\$22,000.00	\$22,000.00
10.	1	Lump Sum	Landscaping (Native Plantings)	\$7,000.00	\$7,000.00
11.	1	Lump Sum	Site Restoration & Cleanup	\$12,700.00	\$12,700.00
12.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
13.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$9,400.00
SUBTOTAL					\$455,700.00
Contingency					\$45,600.00
Engineering (15%)					\$75,200.00
PROJECT SUBTOTAL					\$576,500.00
Other Costs:					
Survey					\$7,500.00
Permits					\$5,000.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$589,000.00

**PRELIMINARY ESTIMATE OF COST
LAKE LANSING PARK NORTH - BOARDWALK REPLACEMENTS
INGHAM COUNTY, MICHIGAN**

Item No.	Estimated Quantity	Unit	Description	Unit Price	Amount
<u>PHASE 2 - LAND & WATER CONSERVATION FUND GRANT</u>					
1.	1	Lump Sum	Soil Erosion and Sedimentation Control	\$6,200.00	\$6,200.00
2.	1	Lump Sum	Site Preparation/Excavation/Rough Grading	\$11,600.00	\$11,600.00
3.	4,860	Sq. Ft.	Remove Ex. Boardwalk	\$2.00	\$9,720.00
4.	3,600	Sq. Ft.	Boardwalk #2, complete replacement	\$55.16	\$198,580.00
5.	1,120	Sq. Ft.	Boardwalk #3, complete replacement	\$55.00	\$61,600.00
6.	1,760	Sq. Ft.	Boardwalk #4, complete replacement	\$55.00	\$96,800.00
7.	3,000	Lin. Ft.	Crushed Stone Path	\$25.00	\$75,000.00
8.	1	Each	Recycled Plastic Bench	\$1,500.00	\$1,500.00
9.	1	Lump Sum	Landscaping (Native Plantings)	\$2,000.00	\$2,000.00
10.	1	Lump Sum	Site Restoration & Cleanup	\$4,100.00	\$4,100.00
11.	1	Each	DNR Recognition Plaque	\$300.00	\$300.00
12.	1	Lump Sum	Construction Staking & Material Testing	Allowance	\$5,000.00
SUBTOTAL					\$472,400.00
Contingency					\$47,200.00
Engineering (15%)					\$77,900.00
PROJECT SUBTOTAL					\$597,500.00
Other Costs:					
Permits					\$2,500.00
Survey					\$7,500.00
TOTAL PRELIMINARY ESTIMATE OF COST					\$607,500.00

**Lake Lansing North Park
Existing Conditions**



Left: Existing dirt path trail is not ADA accessible.



Above right and immediate left:
Typical condition of boardwalk
planks – deteriorated and
heaved, with gaps that are a trip
and fall/safety concern.

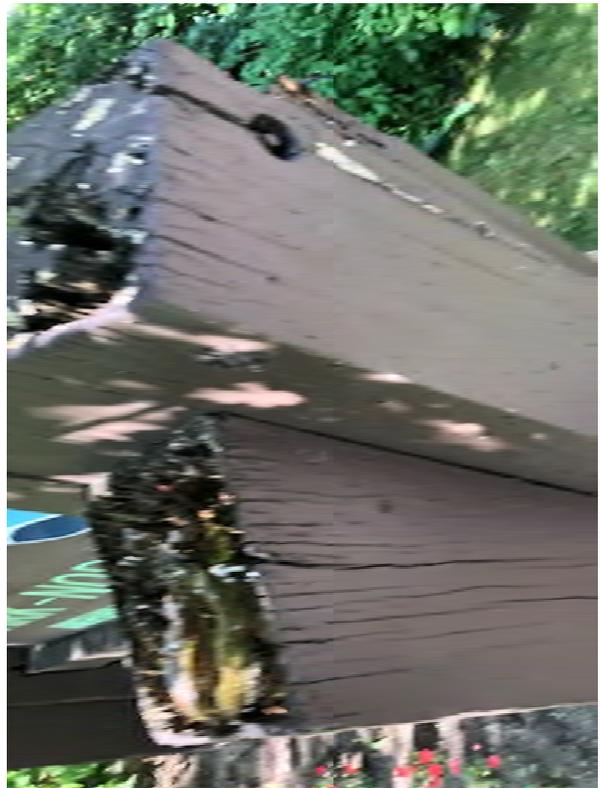


Many of the boardwalk support posts and beams are split and broken, causing the boardwalk to sink.





Above Left: Missing and heaved boardwalk planks are a safety hazard. Above Right: Deteriorated boardwalk planks. There are no existing curbs or bumpers on the boardwalk, causing a potential roll-off hazard for wheelchair users. Below: Deteriorated entrance sign.





The support posts at the base of the entry sign are deteriorated to the point that the sign is in danger of collapsing.



The existing manual entry gate will be replaced with an electric gate as part of Phase I at Lake Lansing North. The new gate will allow for electronic/remote operation.



The existing manual entry gate will be replaced with an electric gate as part of Phase I at Lake Lansing North. The new gate will allow for electronic/remote operation.

NOVEMBER

CONNECT
LEARN
CONSERVE



STEWARDSHIP

STEWARDSHIP SATURDAYS 9:30 AM - 12 PM

These workdays occur every other Saturday year round.

- November 15th, Tihart Preserve, Native planting & Invasive shrub removal
 - 1000 Tihart Road, Okemos (Park on road at the intersection of Whitetail Circle & Tihart Rd.)
- November 29th: Holiday weekend, no stewardship!

WEEKDAY WARRIORS

- November 6th, Davis Foster Preserve, Hairy Angelica & Culvers Root planting
 - 5120 Van Atta Road, Okemos (park at the brown barn)
- November 12th, Lake Lansing North Preserve, Hairy Angelica & Culvers Root planting/invasive shrub removal
 - 1000 Wild Ginger Trail entrance
- November 20th, Township Service Center, Seed Sorting Party | Help us prep native seeds for the upcoming season & chit-chat. Snacks & beverages provided!
 - 2100 Gaylord C. Smith Court, Haslett, MI



***ALL EVENTS ARE WEATHER DEPENDENT & MAY BE CANCELLED THE DAY OF**

S	M	T	W	T	F	S
					1	1 STEWARDSHIP SATURDAY 9:30 - 12 PM
2	3	4	5	6 WEEKDAY WARRIORS 1-3 PM	7	8
9	10	11	12 WEEKDAY WARRIORS 1-3 PM	13	14	15 STEWARDSHIP SATURDAY 9:30-12 PM
16	17	18	19	20 WEEKDAY WARRIORS 1-3 PM	21	22
23	24	25	26	27 ← THANKSGIVING HOLIDAY	28 OFFICES CLOSED	29

TO RSVP CONTACT EMMA AT ECAMPBELL@MERIDIAN.MI.US, OR 517.897.3610