



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION – REGULAR MEETING
Tuesday, July 9 - 6:30 pm

REGULAR MEETING – MERIDIAN SERVICE CENTER – 6:30 PM

1. CALL MEETING TO ORDER
 2. PRESENTATIONS:
 - A. Jane Rose Certificate of Appreciation
 3. APPROVAL OF AGENDA
 4. PUBLIC COMMENTS
 5. APPROVAL OF MINUTES
 - A. June 19, 2019 Regular Meeting Minutes
 6. COMMUNICATIONS
 7. DIRECTOR'S REPORT
 8. ACTION ITEMS
 - A. Budget Amendment/Marketplace on the Green
 - B. Capital Improvement Program 2020-2025
 - C. 2019 Park Development Budget Request
 9. DISCUSSION ITEMS
 10. PUBLIC COMMENTS
 11. OTHER MATTERS AND COMMISSIONERS' COMMENTS
 - A. Commissioner Comments
 - B. Events Calendar:
 1. Farmers' Market:
 - a. Saturdays, 8 am-2 pm, Central Park Pavilion, through end of October
 - b. Wednesdays, starting July 10, 3-7 pm; through the end of October.
 - C. Meridian Senior Center Fundraiser Rummage Sale, July 11 & 12, 9 am – 5 pm, July 12, 9 am to Noon
 - D. Howl at the Moon, July 19, 9 pm, Harris Nature Center
 - E. Music in Nature, July 20, 5-8:30 pm; Harris Nature Center
 - F. Fireflies and Friends Campfire,, July 27, 7-8:30 pm; Harris Nature Center
 - G. Turning Back the Pages Day Camp, August 5-9, 9 am – Noon, Meridian Historical Village
 - H. National Night Out, August 6, 6-9 pm, throughout the Township
 - I. Senior Center Art Show, August 22, 10 am – Noon, Meridian Senior Center
 12. ADJOURNMENT
 13. Next Park Commission Meeting – Tuesday, August 13, 6:30 pm at the Meridian Service Center
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All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained.

Individuals with disabilities requiring auxiliary aids or services should contact Parks & Recreation Director, LuAnn Maisner: 2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: Meridian Service Center, 2100 Gaylord C. Smith Court, Haslett

Park Commission Meeting July 9, 2019

2. PRESENTATIONS

- a. Jane Rose, Certificate of Appreciation



**Recognition of Jane Rose
Executive Director of the Meridian Historical Village**

RESOLUTION OF APPRECIATION

At a regular meeting of the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Service Center in said Township on the 9th day of July, 2019, at 6:30 p.m., Local Time.

PRESENT: Chair McDonald, Commissioner Van Antwerp, Commissioner Stephens
ABSENT: Commissioner Schaetzl, Commissioner Lick

The following resolution was offered by Chair McDonald and supported by Commissioner Stephens

WHEREAS, the Friends of Historic Meridian, a non-profit organization, entered into a partnership with Meridian Township and the Park Commission to collect and maintain numerous 19th century buildings in Central Park and to provide programs, workshops, tours, camps and other historic activities; and

WHEREAS, in February, 2002, the Friends of Historic Meridian Board hired Jane Rose as its Executive Director to operate the Historical Village; and

WHEREAS, Jane assisted Friends of Historic Meridian and the Meridian Park Commission in building a replica of the 1870's Okemos Methodist Episcopal Church and through its popularity was awarded the "Best Wedding Venue" in the Greater Lansing area in 2018; and

WHEREAS, Jane developed a historic lecture series, authored articles on Meridian History, and created a pictorial review of Meridian Township; and

WHEREAS, Jane has developed and conducted numerous lectures and tours and worked with approximately 3,000 schools students annually, teaching early American history by engaging in chores such as churning butter, grinding corn, doing laundry on a washboard; and

WHEREAS, Jane has provided 17 years of dedicated service in leading the Friends of Historic Meridian; and

WHEREAS, the Meridian Township Park Commission and Parks and Recreation Department wish to express their deep gratitude and appreciation to Jane Rose for her outstanding efforts in providing meaningful service to the community.

NOW, THEREFORE, BE IT RESOLVED by the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, that Jane Rose is presented with this "Resolution of Appreciation" for her dedication and leadership that contributed to the development of the Meridian Historical Village that enhances the quality of life for residents of Meridian Township.

ADOPTED:

YEAS: Commissioners McDonald, Van Antwerp, Stephens

NAYS: None

Michael McDonald, Chair
Meridian Township Park Commission

Park Commission Meeting
July 9, 2019

5. MINUTES

- a. June 19, 2019 Regular Meeting Minutes



CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING MINUTES

Location: Service Center Building
Okemos, MI 48864

DATE: June 9, 2019
PRESENT: Amanda Lick, Michael McDonald, Mark Stephens, Ami VanAntwerp
EXCUSED: Annika Schaetzl,
STAFF: LuAnn Maisner, Director of Parks and Recreation, Kelsey Dillon, Park Naturalist

1. CALL MEETING TO ORDER 7:40PM
2. PRESENTATIONS:
 - A. Small Dog Park Ribbon Cutting held at 6:35 pm in Nancy Moore Park with approximately 25 dogs and owners in attendance.
3. APPROVAL OF AGENDA –STEPHENS LICK AS PRESENTED
Commissioner Stephens moved TO APPROVE THE AGENDA AS PRESENTED. Seconded by Commissioner Lick.

VOICE VOTE: Motion carried unanimously.
4. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
None
5. APPROVAL OF MINUTES
 - A. April 9, 2019 Regular Meeting Minutes
Commissioner Stephens moved TO APPROVE THE MINUTES OF FEBRUARY 13, 2019 REGULAR MEETING MINUTES AS WRITTEN. Seconded by Commissioner VanAntwerp.

VOICE VOTE: Motion carried unanimously.
6. COMMUNICATIONS
None
7. ACTION ITEMS
 - A. Marketplace on the Green Bid Acceptance
Commissioner Van Antwerp moved TO APPROVE THE BID RECEIVED FROM GORDON CONSTRUCTION SERVICES I THE AMOUNT OF \$1,403,699 FOR CONSTRUCTION OF “MARKETPLACE ON THE GREEN” INCLUDING SITE WORK, RESTROOM BUILDING AND PAVILION , PENDING CONFIRMATION OF REFERENCES; AND TO AUTHORIZE THE

TOWNSHIP MANAGER TO SIGN THE CONTRACTS ON BEHALF OF THE TOWNSHIP.
Seconded by Commissioner Lick.

Roll call:

AYES: Amanda Lick, Mark Stephens, Ami VanAntwer, Michael McDonald

NAYS: None

Vote carried unanimously.

8. DISCUSSION ITEMS

- A. 2020 Budget Request – Staff will draft the 2020 budget request for review at the July meeting.
- B. Donation Opportunity –
 - Sculpture: a local real estate agent called on behalf of a client who is selling their home and are interested in donating one or two sculptures to the parks and inquired as to our interest. Staff confirmed our interest with her. The homeowner will be contacting us in the near future with details.
 - Contribution: a resident has offered to contribute an unspecified amount of money to the parks in memory of his late daughter and has requested a list of opportunities from which to choose. Staff will be getting back with him after the July 4 weekend to continue discussions.

9. COMMENTS FROM THE PUBLIC

None

10. DIRECTOR'S REPORT

- A. Kit Rich announced her retirement effective August 23, 2019
- B. Jane Rose, Executive Director of the Friends of Historic Meridian announced her Retirement effective June 29, 2019.
- C. Red Cedar River Master Plan Project- The mitigation plan presented to the park Commission from a local developer will not be moving forward as the proposed work in the floodplain at the Elevation Project on Jolly Road is no longer necessary. The masterplan for stream improvements near Wonch Park have been made available to us if the Park Commission is interested in applying for grant funds.
- D. Central Park Project update – SLOW. Staff will be meeting with the consultant to obtain an updated schedule for construction.
- E. HNC Project update – Final Plans are moving forward for bidding in the next 304 weeks for fall construction.
- F. Celebrate Meridian Saturday June 29th 11-11:00pm
- G. Lights installed in patio at HNC
- H. Property donation Sleepy Hollow - moving forward
- I. Dr. Maureen Sander passed away on May 4, 2019 at age 85.
- J. The Pickleball courts at Hillbrook and Towner Road are receiving a lot of use. I have received a request to add screens on the fence at Towner to control the wind. Staff is looking into it.

- K. Over the last few months, Ted Black Woods Park and the Harris Nature Center's Nature Exploration Area have been vandalized. Police have stepped up patrols and have recommended a public awareness campaign be developed.
- L. DNR Site Visit – The Park Commission submitted a grant request in April for acquisition of the property on Okemos Road and Gaylord Smith Court to create a separate entrance to the park and to serve as a trail head once the boardwalk and the MSU – Lake Lansing trails are completed. Our DNR Grant Coordinator, Erin Campbell visited the site in May to assist in her evaluation of the request. We will be receiving a preliminary score in August with the final announcement in December.
- M. The Chimney Swift Tower was completed at Hartrick Park last week. The tower was a collaboration between Meridian Township, Okemos High School Earth Club, and Michigan Audubon. Michigan Audubon used grant funding to secure the materials for the tower, the Earth Club students built the tower and Meridian Township staff helped with the installation. The tower will not only serve the Chimney Swifts that will use it as critical roosting space, but it will also be a great educational outreach piece at a well visited park. An educational sign will be installed in the next few weeks.
- N. **The 2019 Summer Youth Fishing Derby** was a success at the Meridian Historical Village. There were 46 youth registrants and an estimated 60 total attendees. Many of the participants were first time anglers and were able to catch a fish! Mark Stephens and Ben Pineda (Haslett Middle School teacher) were essential to the success of the event.
- O. **Love a Park Day:** On Saturday, May 18 over 100 volunteers beautified seven Meridian Township parks, the Public Safety Building and the Central Fire Station. Numerous local groups participated in the Love A Park Day projects:
 - Hillbrook Park – 242 Church
 - Orlando Park – Treasurer Deschaine and the Haslett-Okemos Kiwanis
 - North Meridian Road Park – Webelos II of Haslett Cub Scout Pack 265
 - Ferguson and Wonch Park – Trustee Jackson and The Church of Jesus Christ of Latter Day Saints
 - Forest Hills Natural Area – Forest Hills HOA
 - Harris Nature Center – HNC stewardship volunteers
 - Meridian Township Public Safety Building and Central Fire Station – Haslett and Okemos High School students
 - The projects included tasks such as planting flowers, weeding, mulching, laying a gravel trail at Hillbrook Park, spreading safety surface around playground equipment and establishing new flowerbeds.

11. OTHER MATTERS AND COMMISSIONERS' COMMENTS

- A. Commissioner Comments - none
- B. Events Calendar:
 - Celebrate Meridian – June 29 11am-11pm Central Park
 - Farmers' Market – Saturdays 8am-2pm. Starting Saturday, June 29 the Market will operate in the Mall Parking Lot on Saturdays and Wednesdays through the end of October.
- C. Next Park Commission Meeting – Tuesday, July 9, 6:30 pm at the Meridian Service Center

12. ADJOURNMENT

Vice Chair Lick adjourned the meeting at 8:15 pm.

13. NEXT MEETING: The next meeting is scheduled for **Tuesday, April 9, 2019**, in the Service Center Building; 2100 Gaylord C. Smith Court, Haslett, MI, with the non-televised regular meeting at 6:30 pm.

PARK COMMISSION
July 9, 2019

8. ACTION ITEMS:

- A. Budget Amendment / Marketplace on the Green
- B. Capital Improvements Program 2020-2025
- C. 2019 Park Development Budget Request



To: Board Members
From: LuAnn Maisner CPRP, Director of Parks and Recreation
Date: July 2, 2018
Re: Budget Amendment Request

Fundraising for Marketplace on the Green has gone extremely well but additional funds are necessary to complete the project. The Park Commission allocated \$200,000 toward this project in the current budget year. The General Fund allocation and donations have brought us to a total of \$1,140,143.

Donation Partners:

Meridian Economic Development Corporation	\$ 50,000
Haslett and Okemos Kiwanis Club	\$ 75,000
Haslett/Okemos Rotary Club	\$ 35,000
Capital Region Community Foundation	\$ 75,000
Michigan Economic Development Corporation (MRDC)	\$ 50,000
Delta Dental	\$ 50,000
Patronicity Crowd Funding	\$ 20,143
Meridian Area Business Association	\$ 3,000
Greater Lansing Association of Realtors	\$ 2,000
Michigan Association of Realtors	\$ 2,500
WalMart Foundation	\$ 2,500
LINC	\$ 3,800
Meridian Township	<u>\$775,000</u>

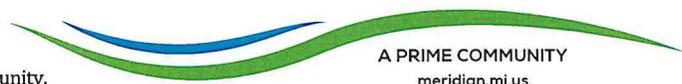
TOTAL REVENUE TO DATE \$1,143,943

Cost of Project

Gordon Construction Services	\$1,403,699
Other amenities	<u>\$ 250,000</u>
TOTAL	\$1,653,699
Amount needed to complete project	(\$509,756)

The following motion is prepared for Commission consideration:

MOVE TO APPROVE A BUDGET AMENDMENT FOR MARKETPLACE ON THE GREEN PROJECT IN THE AMOUNT OF \$300,000 FROM THE PARK MILLAGE FUND BALANCE. THE ADDITIONAL FUNDING NEEDED WILL BE INCLUDED IN THE 2020 BUDGET REQUEST.





To: Park Commission Members
From: LuAnn Maisner CPRP, Director of Parks and Recreation
Date: July 5, 2018
Re: Capital Improvement Program 2020-2025 Recommended

Each year the Township reviews and updates major projects as part of the budget process.

Attached are two documents for your review

1. The plan that was updated and adopted for 2019-2024
2. The proposed Capital Improvement Plan 2020-2025

I look forward to discussing these projects with you during the meeting. Action will be required as the budget requests are due in mid-July.

The following motion is prepared for Commission consideration:

MOVE TO APPROVE THE PROPOSED CAPITAL IMPROVEMENT PLAN 2020-2025 AS FOLLOWS:

<u>Year</u>	<u>Project Name</u>	<u>Cost</u>	<u>Funding Source</u>
2020	Marketplace on the Green Playground, stage, Ice, site furnishings	\$300,000	Park Millage
2020	Parking Lot Expansion (Central Park South, N. Meridian Rd Park)	\$102,000	Park Millage
2020	Large Dog Park	\$ 25,000	Park Millage
2020	Towner Road Park Playground	<u>\$200,000</u>	Park Millage
	TOTAL	\$627,000	
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2021			
2021	Ottawa Hills Playground	\$100,000	Park Millage, Grants
2021	Central Park Pavilion Renovation, Landscaping	\$250,000	Park Millage
2020	Harris Nature Center Parking Lot Expansion	<u>\$70,000</u>	Park Millage
	TOTAL	\$420,000	



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2022

2022	Hillbrook Park Restroom Building	<u>\$200,000</u>	Park Millage, Federal and State Grants
	TOTAL	\$200,000	

2023

2023	Nancy Moore Park Playground, Pavilion	\$300,000	Park Millage
2023	Nancy Moore Park Loop Trail	\$80,000	Park Millage
2023	Marshall Park Playground Replacement	<u>\$100,000</u>	Park Millage
	TOTAL	\$480,000	

2024

2024	Central Park Improvements-Splashpad	\$500,000	Park Millage, Federal or State Grants
2024	Wonch Park Improvements – Restroom, Streambank, launch, WiFi	\$500,000	Park Millage, Federal or State Grants
2024	Snell-Towar Recreation Center Improvements	<u>\$185,000</u>	Park Millage, Federal or State Grants
	TOTAL	\$1,185,000	

2025

2025	Meridian Riverfront Park Trail Improvements	\$1,000,000	Park Millage, Pathway Millage, Federal/State Grants
2025	Newton Road Park Playground	<u>\$100,000</u>	Park Millage
	TOTAL	\$1,100,000	

Current-year CIP FOR PARKS

July 3, 2019

<u>Year</u>	<u>Project Name</u>	<u>Cost</u>	<u>Budgeted</u>	<u>Funding Source</u>
2019	Farmers' Market Relocation Plan, Playground/Landscape, Stage	\$400,000	\$200,000	Park Mill General Fund, Donations, Grants
2019	Central Park Footbridge/Restroom Construction Project	\$270,000	\$270,000	Park Millage, LWCF
2019	Harris Nature Center Pavilion and Restroom	\$250,000	\$150,000	Park Millage MNRTF, LWCF, CRCF, HNCF
2019	Central Meridian Regional Trail Connector	<u>\$355,000</u>	\$355,000	Park Millage, MNRTF
TOTAL		\$1,275,000		

2020-2025 CIP PROPOSAL FOR PARKS

2020				
<u>Year</u>	<u>Project Name</u>	<u>Cost</u>	<u>Funding Source</u>	
2020	Marketplace on the Green Playground, stage, Ice, site furnishings	\$300,000	Park Millage	
2020	Parking Lot Expansion (Central Park South, N. Meridian Rd Park)	\$102,000	Park Millage	
2020	Large Dog Park	\$ 25,000	Park Millage	
2020	Towner Road Park Playground	<u>\$200,000</u>	Park Millage	
TOTAL		\$627,000		

2021				
2021	Ottawa Hills Playground	\$100,000	Park Millage, Grants	
2021	Central Park Pavilion Renovation, Landscaping	\$250,000	Park Millage	
2020	Harris Nature Center Parking Lot Expansion	<u>\$70,000</u>	Park Millage	
TOTAL		\$420,000		

2022

2022	Hillbrook Park Restroom Building	<u>\$200,000</u>	Park Millage, Federal and State Grants
	TOTAL	\$200,000	

2023

2023	Nancy Moore Park Playground, Pavilion	\$300,000	Park Millage
2023	Nancy Moore Park Loop Trail	\$80,000	Park Millage
2023	Marshall Park Playground Replacement	<u>\$100,000</u>	Park Millage
	TOTAL	\$480,000	

2024

2024	Central Park Improvements-Splashpad	\$500,000	Park Millage, Federal or State Grants
2024	Wonch Park Improvements – Restroom, Streambank, launch, WiFi	\$500,000	Park Millage, Federal or State Grants
2024	Snell-Towar Recreation Center Improvements	<u>\$185,000</u>	Park Millage, Federal or State Grants
	TOTAL	\$1,185,000	

2025

2025	Meridian Riverfront Park Trail Improvements	\$1,000,000	Park Millage, Pathway Millage, Federal/State Grants
2025	Newton Road Park Playground	<u>\$100,000</u>	Park Millage
	TOTAL	\$1,100,000	

CURRENT ADOPTED CIP FOR PARKS 2019-2024

Year	Project Name	Cost	Funding Source
2019	Farmers' Market Relocation Plan, Playground/Landscape, Stage	\$400,000	Park Millage General Fund, Donations, Grants
2019	Central Park Footbridge/Restroom Construction Project	\$270,000	Park Millage, LWCF Grant
2019	Harris Nature Center Pavilion and Restroom	\$250,000	Park Millage MNRTF, LWCF, CRCF, HNCF
2019	Central Meridian Regional Trail Connector	<u>\$355,000</u>	Park Millage, Michigan Natural Resources Trust Fund
	TOTAL	\$1,275.000	
2020	Central Park Pavilion Renovation, Sculpture Garden, Landscaping	\$200,000	Park Millage
2020	Harris Nature Center Parking Lot Expansion	\$60,000	Park Millage, Grants
2020	Nancy Moore Park Loop Trail	\$80,000	Park Millage
2020	Farmers' Market Relocation Plan – Structure	\$500,000	Park Millage, General Fund, Grants
2020	Towner Road Park Playground, Wetland	\$287,000	Park Millage, Grants
2020	Ottawa Hills Playground	\$100,000	Park Millage, Grants
2021	Nancy Moore Park Playground, Pavilion	\$300,000	Park Millage
2021	Marshall Park Playground Placement	<u>\$100,000</u>	Park Millage
	TOTAL	\$1,627.000	
2022	Hillbrook Park Restroom Building	<u>\$175,000</u>	Park Millage, Federal and State Grants
	TOTAL	\$175.000	

2023	Central Park Improvements	\$500,000	Park Millage, Federal and State Grants
2023	Wonch Park Improvements – Restroom, Streambank, launch, WiFi	\$500,000	Park Millage, Federal and State Grants
2023	Snell-Towar Recreation Center Improvements	<u>\$185,000</u>	Park Millage, Federal and State Grants
	TOTAL	\$1,185,000	
2024	Central Park Splash Pad	\$500,000	Park Millage, Grants
2024	Meridian Riverfront Park Trail Improvements	\$1,000,000	Park Millage, Pathway Millage, Federal/State Grants
2024	Newton Road Park Playground	<u>\$100,000</u>	Park Millage
	TOTAL	\$1,600,000	



To: Park Commission
From: LuAnn Maisner CPRP, Director of Parks and Recreation
Date: July 5, 2019
Re: Budget Recommendation-Park Millage Park Development 2020

Listed below are the recommended projects from the Capital Improvement Projects list for 2020 from the Park Millage.

2020 BUDGET RECOMMENDATION

PARK MILLAGE-PARK DEVELOPMENT

Marketplace on the Green	\$250,000
Central Park South Parking Lot Expansion	\$ 20,000
North Meridian Road Park Parking Lot Expansion	\$ 82,000
Large Dog Park	\$ 35,000
Artificial Ice for skating	\$ 50,000
Towner Road Park Playground & Landscaping	<u>\$200,000</u>
TOTAL	\$637,000

The following motion is prepared for Commission consideration:

MOVE TO APPROVE THE PROPOSED PARK MILLAGE-PARK DEVELOPMENT BUDGET IN THE AMOUNT OF \$637,000 FOR 2020.