



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR
MEETING
Tuesday, January 14, 2025, 4:30pm
Service Center

REGULAR MEETING – 4:30PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES
 - A. December 17, 2024 Park Commission Regular Meeting Minutes
6. COMMUNICATIONS
 - A. January Stewardship Calendars
 - B. January Snell Towar Calendars
 - C. January Harris Nature Center Calendars
7. DISCUSSION ITEMS
March 11, 2025 Conflict - Senior and Community Center Televised Meeting Time
8. ACTION ITEMS
None
9. DIRECTOR'S REPORT
 - A. Natural Resource Trust Fund Grant Application – Nancy Moore Park
 - B. Process for Liason Assignments
 - C. mParks Conference
 - D. Staff Changes
10. LAND PRESERVATION REPORT – Commissioner Stephens
11. SENIOR AND COMMUNITY CENTER REPORT
12. PUBLIC COMMENT
13. OTHER MATTERS AND COMMISSIONERS' COMMENTS
14. ADJOURNMENT

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, Courtney Wisinski: 2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

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



**CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING MINUTES
Service Center Meeting Room
2100 Gaylord C. Smith Court, Haslett, MI 48840
TUESDAY, DECEMBER 17, 2024 4:30pm**

PRESENT: Chair, Mary Nardo-Farris; Commissioner, Amanda Lick; Commissioner, Mark Stephens
Commissioner, Emily Rambo; Commissioner, Michael McDonald
ABSENT: None
STAFF: Courtney Wisinski, Director of Parks and Recreation

1. CALL MEETING TO ORDER

Chair Farris called the meeting to order at **4:32 pm**.

2. ROLL CALL

Chair Nardo-Farris called the roll of the Commission. Chair Farris; Commissioner Lick; Commissioner Stephens; Commissioner Rambo are present; Commissioner McDonald arrived at 4:45 pm.

3. PUBLIC COMMENT

None

4. APPROVAL OF AGENDA

Chair Farris added Action Item 8B Commissioner liaison assignments for pertinent boards and commissions to the agenda.

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

VOICE VOTE: Motion carried unanimously

5. APPROVAL OF MINUTES

Commissioner Lick moved **TO APPROVE THE MEETING MINUTES OF OCTOBER 8, 2024 AS PRESENTED**. Seconded by Commissioner Rambo.

VOICE VOTE: Motion carried unanimously.

6. COMMUNICATIONS

- A. November & December Stewardship Calendars: Director Wisinski provided an explanation of Meridian Conservation Corps' goals and objectives, sharing that there are nearly 300 volunteers that help to eradicate invasive species, plant native species and collect native seeds within land preserves in Meridian Township.
- B. November & December Snell-Towar Calendars: Director Wisinski provided an explanation on the history of the Snell-Towar as a neighborhood recreation facility. She shared that in years past the Snell-Towar Recreation Center was vibrant and used full-time. However over the years as parks and facilities have been accumulated, the Parks and Recreation Department does not have the

capacity to staff the center full-time. She explained that currently the facility is open on Tuesdays and Thursdays from 3:00 pm -5:30 pm for mostly after-school drop-ins. There are approximately 10-12 kids that visit the center regularly. The Parks and Recreation Department has set a goal for 2025 to add programming for the center, including adding adult activities.

- C. November & December Harris Nature Center Calendars: Director Wisinski discussed the monthly calendar and programming for the Harris Nature Center. She explained that the nature center is staffed by two full time Parks and Recreation Department staff, yet they have school groups visiting nearly every week, including the Annie's Big Nature lesson. Commissioner Stephens shared that the same group as Annie's Big Nature Lesson has a Annie's Big History Lesson as well and the Meridian Historical Village hosts school groups for that lesson as well.

Commissioner Stephens moved **TO PLACE THE COMMUNICATIONS ON FILE**. Seconded by Commissioner Lick.

VOICE VOTE: Motion carried unanimously.

7. DISCUSSION ITEMS

A. Park Commission Proposed 2025 Meeting Dates

- Commissioner Lick presented the resolution for the Park Commission 2025 meeting dates.
- Discussion included the day of week and time of day for 2025 meeting dates. Chair Farris and Commissioners Lick, Stephens, MacDonald and Rambo agreed that Tuesdays at 4:30 pm is acceptable for 2025.
- Commissioner Lick agreed that Tuesdays and 4:30 pm work for her schedule. She explained it could be challenging if the meetings extend later into the evening. She stated that she would not be able to attend the February meeting.
- Commissioner Stephens stated that the days and times work for him. He shared that the April meeting he would not be able to attend.
- Commissioner MacDonald and Rambo also shared that the dates/times are acceptable for 2025.
- It was noted that Chair Farris is not able to attend the June meeting date. Director Wisinski pointed out that this is a proposed televised meeting, and the Commission could look for an alternate date or the Vice Chair could facilitate the meeting. Chair Farris asked Director Wisinski to review additional dates for a televised meeting.
- Director Wisinski will work to find an alternate date for the June televised meeting. The Commissioners agreed to all other dates as presented.
- Commissioner Lick presented the resolution for the Park Commission 2025 meeting dates.

The Chair and Commissioners adopted the 2025 proposed schedule with the exception of the December meeting. There will be NO MEETING in December.

**Park Commission Meeting Dates
2025 Meeting Schedule**

RESOLUTION

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 17th day of December, 2024 at 4:30 p.m., Local Time.

PRESENT: Chair, Mary Nardo-Farris; Vice Chair, Amanda Lick; Commissioner, Mike McDonald; Commissioner, Mark Stephens; Commissioner, Emily Rambo

ABSENT: None

The following resolution was offered by Commissioner Lick and supported by Chair Nardo-Farris.

WHEREAS, the Park Commission desires to announce the time, date, and place of all meetings of the Commission; and

WHEREAS, the Park Commission deems the 2025 regular meeting schedule sufficient to uphold the Township Board's Policies and Procedures, and advancement toward the Board's Global Ends; and

NOW, THEREFORE, BE IT RESOLVED by the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, that the Park Commission adopts its regular 2025 meeting schedule as follows:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 14	Service Center	4:30 pm regular meeting
February 11	Service Center	4:30 pm regular meeting
March 11	Town Hall **	4:30 pm televised regular meeting
April 8	Service Center	4:30 pm regular meeting
May 13	Service Center	4:30 pm regular meeting
June 10	Town Hall **	4:30 pm televised regular meeting
July 8	Service Center	4:30 pm regular meeting
August 12	Service Center	4:30 pm regular meeting
September 9	Town Hall **	4:30 pm televised regular meeting
October 14	Service Center	4:30 pm regular meeting
November 18	Service Center	4:30 pm regular meeting
December 10	NO MEETING	NO MEETING

ADOPTED: YEAS: 5

NAYS: 0

Resolution declared adopted.

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chair of the Park Commission, Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Park Commission on the 17th day of December, 2024.



Mary Nardo-Farris, Chair
Park Commission

8. ACTION ITEMS

A. Election of Officers

Discussion led by Chair Farris to consider the Chair position to be a limited term of two years with the expectation that the Vice Chair would replace the Chair position at the end of two years.

There was consensus among the Chair and Commissioners Lick, Stephens, MacDonald and Rambo to adopt the Chair/Vice Chair expectations.

Chair opens the floor for nominations for **Chair**.

COMMISSIONER MACDONALD MOVED TO NOMINATE MARY NARDO-FARRIS AS CHAIR.
SECONDED BY COMMISSIONER STEPHENS.

Commissioner Nardo-Farris accepted the nomination.

Hearing no other nominations, Chair closed the floor to nominations for **Chair**.

Roll Call Vote:

AYES: 5

NAYS: 0

Chair opens the floor for nomination for **Vice Chair**.

COMMISSIONER NARDO-FARRIS MOVED TO NOMINATE AMANDA LICK AS VICE CHAIR.
SECONDED BY COMMISSIONER MACDONALD.

Commissioner Lick accepted the nomination.

Hearing no other nominations, Chair closed the floor to nomination for **Vice Chair**.

Roll Call Vote:

AYES: 5

NAYS: 0

B. Commissioner Liaison Assignments for Boards and Commissions.

- Chair Farris led the discussion regarding assigning Commissioners to pertinent boards and commissions. The objective for liaison appointments is to stay abreast of park related discussions and activities within pertinent boards and commissions.
- Director Wisinski presented the Township Board, Planning Commission, Land Preservation Advisory Board, Environmental Commission, and Friends of the Historic Meridian Advisory Board.
- Commissioner MacDonald posed the question if the Nokomis Native American Cultural Center. Chair Farris shared that Director Wisinski can reach out to the Director of the Nokomis Native American Cultural Center to extend the Park Commissions support. However, it was noted that the Nokomis Native American Cultural Center is a self-sufficient organization. Commissioner Lick has offered to serve as the Park Commission liaison if needed.
- Director Wisinski will reach out to the boards and commissions and present an updated liaison assignments at the January, 2025 meeting.

9. DIRECTOR'S REPORT

Community Center Updates

- a. Chair Farris stated that there has been a change of the Park Commissioner liaison to the Senior and Community Center Task Force due to scheduling conflict. Commissioner Lick had family tragedies that prevented her from attending two task force meetings and Chair Farris was the substitute during that time. Due to the limited time frame for the task force to make a recommendation to the Board, Chair Farris recommends that she remains on the task force moving forward. Commissioner Lick expressed her gratitude to Chair Farris for her support during this time.
- b. Red Cedar Waterway Project Updates
Director Wisinski shared that the Request for Proposal for tree and debris clearing of the Red Cedar located in Meridian Township is nearly ready for publishing. She shared that the team is hoping to begin clearing activities this winter while the river water level is low. Commissioner Stephens shared that Michigan State University and the Michigan Department of Natural Resources have committed to a feasibility study of the Red Cedar River through campus.
- c. Farmers' Market Murals
Director Wisinski discussed the goal and content of the Farmer's Market 50th Anniversary murals to commemorate the history of the market through the four seasons. Two panels are located on the restroom/office building at the Marketplace on the Green and two panels located at the Central Park Pavillion (former Farmers' Market location).
- d. Upcoming Events
Director Wisinski shares that there are two Santa events this week and an ice skating party next week.

10. LAND PRESERVATION REPORT – Commissioner Stephens

Commissioner Stephens could not attend the past meeting. No additional updates.

11. SENIOR AND COMMUNITY CENTER TASK FORCE REPORT

The public input meeting was held on December 10, 2024 and the architects presented the previous concept plan with the intents of receiving input on the types of space and activities. Director Wisinski stated that there were approximately 30 residents in attendance, including approximately 15 new attendants. Chair Farris added that the architects visited the current Meridian Senior Center post input meeting. Commissioner MacDonald asked who was leading the task force. Director Wisinski shared that the previous task force was led by Trustee Wilson and the current task force is led by Supervisor Hendrickson with task force members intentionally chosen to ensure the majority of demographics are represented. Chair Farris shared the three proposed site locations including the Township owned property located east of the Central Fire Station, the site of the driving range property located at 1410 W. Grand River Avenue and the Younkers site in the Meridian Mall. Director Wisinski presented the comparison evaluation of regional senior and community centers regarding type of facility, membership fees, staffing and operating costs.

12. PUBLIC COMMENT

None

13. OTHER MATTERS AND COMMISSIONERS' COMMENTS

- a. Commissioner Lick welcomes Commissioner Rambo to the group.
- b. Commissioners Stephens and MacDonald have no additional comments.
- c. Commissioner Rambo expressed her excitement to join the Commission.

14. ADJOURNMENT

Chair Nardo-Farris adjourned the meeting at **6:13 pm**.

The next scheduled meeting is **January 14, 2025**, at the Service Center Meeting Room, 4:30 pm.

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,

Courtney Wisinski: 2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

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

JANUARY

CONNECT
LEARN
CONSERVE



STEWARDSHIP



STEWARDSHIP SATURDAYS 9:30 AM - 12 PM

These workdays occur every other Saturday year round.

- January 11th, Red Cedar Glen Preserve/Legg Park Stewardship area, shrub thinning & winter native seed sowing
 - End of Sylvan Glen Drive in Okemos
- January 25th, Harris Nature Center, Invasive bittersweet removal
 - 3998 Van Atta Rd. | Okemos MI

WEEKDAY WARRIORS | Bi-weekly | 1-3 PM

- January 16th, Ted Black Woods Park, Invasive Bittersweet vine cutting
 - 540 W Grand River Ave. | Okemos MI
- January 30th, Central Park South Pond, Native Seed Sowing
 - 1990 Central Park Dr. | Okemos MI



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

S	M	T	W	T	F	S
			1 Happy New Year	2	3	4
5	6	7	8	9	10	11 STEWARDSHIP SATURDAY 9:30-12 PM
12	13	14	15	16 WEEKDAY WARRIORS 1-3 PM	17	18
19	20 MLK DAY OFFICES CLOSED	21	22	23	24	25 STEWARDSHIP SATURDAY 9:30-12 PM
26	27	28	29	30 WEEKDAY WARRIORS 1-3 PM	31	1 FEB

PLEASE CONTACT EMMA AT ECAMPBELL@MERIDIAN.MI.US, OR 517.853.4614

Building Hours:
Tuesday-Saturday
9 am- 3 pm

HARRIS NATURE CENTER ACTIVITY CALENDAR

JANUARY 2025

SUN	MON	TUE	WED	THU	FRI	SAT
			1 HOLIDAY CLOSED	2	3	4
5	6	7	8 PM: Seasonal Ecology Outreach to Forster Woods in EL	9	10 5:30-7:30 pm Sensory-Friendly Night	11
12	13 5 pm HNC Foundation Board Meeting	14	15	16 AM: Chipmunk Story Time	17	18
19	20 HOLIDAY CLOSED	21	22	23 PM: Red Cedar Nature School (elem/preschool)	24	25
26	27	28	29	30 AM: Winter Birds Outreach to Meridian Senior Center	31	



9. Director's Report



To: Senior and Community Center Task Force

From: Courtney Wisinski, Director of Parks and Recreation

Date: January 7, 2025

Re: Regional Senior and Community Center Operations Cross-Reference

Township staff has collected and reported metrics regarding Regional Senior and Community Centers with regards to operations to the Task Force at the December 10, 2024, meeting. The data collected included site name, contact name, center type, building size, number of days per week and hours per day that the centers are open, current number of staff, annual membership cost and annual operating costs as presented below in Table 1, page 2.

Please note the following data collection limitations:

- Most of the site's data has been verified by the site manager. However, there are 5 that have not been verified by the site manager due to no response to date. The non-verified sites are highlighted in gray.
- For those sites that have not been verified, we used the information available via website and internet.
- As additional and/or updated information is obtained staff will continue to update the data on the table and share with the Task Force, as requested.
- Days and hours of operation can be variable for each site, but the usual number of hours per day is denoted.
- Nearly all the managers contacted shared that they could use more staff.

Table 1.

Regional Senior and Community Center Operations Cross-Reference										
Site Name	Contact Name	Senior Center (SC) Community Center (CC)*	Building SF	# Days/ Week Open	Average # of Hours Open/ Day	Hours Open	Staffing	Annual Membership Cost (Resident)	Annual Operating Cost	Verified with Center
Oceola Community Center	Tim Church	CC	43000**	7	14	Varies	10	\$22-\$55	Unknown	No response
Portage Community Center	Chris Buckley	CC	32000**	5	8	9am - 5pm	6	NA	Unknown	No response
Farmington Hills Hawk Center	Brian Farmer	CC	84,000	7	15.5	5:30am - 9pm		\$270	Unknown	No response
Foster Community Center	Emily Stephens	CC	24,206	6	12.5	8:30am - 9pm 8:30 am - 5pm	2 FTE 2 PTE	Waiting on response	Waiting on response	Y
Lett's Community Center	Emily Stephens	CC	8,518	5	11.5	8:30am - 9pm 8:30 am - 5pm	2 PTE	Waiting on response	Waiting on response	Y
East Lansing Hannah Center	Cathy Deshambo	CC	70,995	7	12	6am - 9pm 8am - 8pm	14****	Cost per class	\$984,400 Building \$609,000 Guest Services	Y
EL Prime Time	Alesha Williams	SC	3,000	5	8	8am - 4pm	3	\$25	No response	Y - confirmed by Director Deshambo
Meridian Senior Center	Cherie Wisdom	SC	9,000	5	7.5	9am - 4:30pm	1.5	\$25	\$150,000***	Y
Williamston Senior Center	Julie Rudd	SC	8,425	4	6	9am - 3pm	Waiting on response	\$12	Waiting on response	Discuss after holidays
Sam Corey Senior Center (Holt)	Troy Stowell	SC	7,000	6	7	9am - 4pm	Volunteer only	\$15	\$45,303	Y
Stockbridge Senior Center	Unknown	SC	4,600	3	5	9am - 2pm	Unknown	\$20	Unknown	No response
Bath Twp. Senior Center	James Seaton, Rec Coordinator	SC	2,569	3	8	9am - 4pm	2	\$0	\$190,340	Y
Portage Senior Center	Kimberly Phillips	SC	36,000	7	12.5	7am - 7:30pm	18	\$30	>\$1 million	Y
NOTES										
*Includes Senior Programming										
**Based off of arial images										
*** Includes 1.5 staff and some office supplies, etc.										
****Varies depending on day and activity										