



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD
REGULAR MEETING
December 13, 2017 6 PM



1. CALL MEETING TO ORDER
2. APPROVE AGENDA
3. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
4. APPROVE MINUTES
 - A. October 11, 2017 Regular Meeting Minutes
 - B. October 26, 2017 Joint Meeting Minutes
5. COMMUNICATIONS
6. STAFF REPORT
 - A. Property Updates from Township Board Meeting
 - B. 2018 Financial Statement Review
 - C. 2018 Management Plan Review
 - D. Volunteer Appreciation Ceremony
 - E. Deer Management Update
7. OLD BUSINESS
8. NEW BUSINESS
 - A. Election of Officers
 - B. 2018 Meeting Schedule
 - C. Annual Support of the Stewardship Network
9. COMMENT FROM THE PUBLIC
10. OTHER MATTERS AND BOARD MEMBERS' COMMENTS
11. ANNOUNCEMENTS
 - A. Next Land Preservation Advisory Board Meeting: Wednesday, January 10, 2018, 6 pm, Meridian Service Center
12. CLOSED SESSION (separate envelope)
13. 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 Court, Haslett, MI 48840

Providing a safe and welcoming, sustainable prime community.



A PRIME COMMUNITY
meridian.mi.us



Land Preservation Advisory Board Meeting

Approval of Minutes



CHARTER TOWNSHIP OF MERIDIAN
LAND PRESERVATION ADVISORY BOARD REGULAR MEETING **DRAFT** MINUTES
2100 Gaylord C. Smith Court, Haslett
Meridian Service Center Lunchroom
Wednesday, October 11, 2017 6 PM

PRESENT: Chair, Jon Mayes; Vice-Chair, James Kielbaso; Board Member Roland Harmes; Board Member Jamie Hiller; Board Member Yu Man Lee; Board Member Mark Stephens
ABSENT: Board Member Margo Smith
STAFF: Jane Greenway, Parks and Land Management Coordinator; Kelsey Dillon, Stewardship Coordinator
TOWNSHIP: Julie Brixie, Meridian Township Treasurer
OTHER:

1. CALL MEETING TO ORDER

Chair Mayes called the meeting to order at 6:00pm.

2. APPROVAL OF AGENDA

Board Member Stephens moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Board Member Hiller.

VOICE VOTE: Motion carried unanimously.

3. PUBLIC REMARKS

4. APPROVAL OF MINUTES

Board Member Hiller moved **TO APPROVE THE MINUTES OF SEPTEMBER 13, 2017 REGULAR MEETING AS SUBMITTED**. Seconded by Board Member Stephens.

VOICE VOTE: Motion carried unanimously.

5. COMMUNICATIONS

6. OLD BUSINESS

7. NEW BUSINESS

8. PUBLIC REMARKS

9. OTHER MATTERS

10. ANNOUNCEMENTS

a. Joint Meeting with the Park Commission

DRAFT Minutes – Land Preservation Advisory Board

August 2, 2017

Page 2 of 2

The joint meeting is scheduled for Thursday, October 26, at 6:15 pm, Meridian Service Center Lunchroom.

b. Red Cedar Glen Workday

The workday is scheduled for October 15th at 1pm. Meet at the end of Sylvan Glen Road.

11. CLOSED SESSION

Board Member Stephens moved **INTO CLOSED SESSION**. Seconded by Board Member Mayes.

Roll Call:

AYES: Roland Harmes, Jon Mayes, Julie Brixie, James Kielbaso, Yu Man Lee, Mark Stephens, Jaimie Hiller

NAYS: None

The Board moved into closed session at 6:30pm.

Board Member Stephens moved **TO ADJOURN THE CLOSED SESSION AND RETURN TO THE OPEN SESSION**. Seconded by Board Member Kielbaso.

Roll Call:

AYES: Roland Harmes, Jon Mayes, Julie Brixie, James Kielbaso, Yu Man Lee, Mark Stephens, Jaimie Hiller

NAYS: None

The Board reopened the meeting at 7:15pm.

Board Member Hiller moved **TO INSTRUCT STAFF TO TAKE SUCH ACTION AS DISCUSSED DURING CLOSED SESSION**. Seconded by Board Member Stephens.

VOICE VOTE: Motion carried unanimously.

12. ADJOURNMENT

Board Member Stephens moved **TO ADJOURN THE MEETING**. Seconded by Board Member Kielbaso. Chair Mayes adjourned the meeting at 7:20pm.

13. NEXT MEETING:

The next meeting is scheduled for **November 8, 2017** in the Meridian Service Center Lunchroom.



CHARTER TOWNSHIP OF MERIDIAN
JOINT MEETING OF PARK COMMISSION AND LAND PRESERVATION ADVISORY BOARD
DRAFT MINUTES

5151 Marsh Road, Okemos, MI 48864
Administrative Conference Room
October 26, 2017 6:15pm

PARK COMMISSION:

PRESENT: Chair, Michael McDonald; Vice Chair Mark Stephens; Commissioner, Amanda Lick (6:45 pm); Commissioner, Annika Schaetzl; Commissioner Courtney Wisinski
ABSENT: None

LAND PRESERVATION ADVISORY BOARD:

PRESENT: Chair, Jon Mayes; Vice Chair, James Kielbaso; Board Member, Roland Harmes; Board Member, Jamie Hiller; Board Member, Yu Man Lee; Board Member, Margo Smith
Board Member, Mark Stephens
ABSENT: None
TOWNSHIP: Julie Brixie, Meridian Township Treasurer

STAFF: LuAnn Maisner, Parks and Recreation Department Director; Jane Greenway, Parks and Land Management Coordinator; Kelsey Dillon, Stewardship Coordinator

1. CALL MEETING TO ORDER

Chairs McDonald and Mayes called the meeting to order at **6:20 pm**.

2. INTRODUCTIONS

3. APPROVAL OF AGENDA

Board Member Brixie moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Commissioner Stephens.

VOICE VOTE: Motion carried unanimously.

4. PUBLIC COMMENT

None

5. OPENING COMMENTS BY BOTH CHAIRS

6. COMMUNICATIONS

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

7. STAFF REPORTS

- A. Parks
- B. Land Preservation

8. FRIEND OF THE PARK VOLUNTEER RECOGNITION – COLLABORATION

- Volunteer Video to be shown at Studio C in January. Both the Parks and the Land Preserve volunteers will be invited to attend.

9. POTENTIAL JOINT PROJECT

- A. Potter Land Preserve, Lake Lansing Marsh, Spengler Marsh
- Chair Mayes introduced the potential joint project to improve wildlife habitat and passive recreation opportunities in several Township owned properties south of Lake Lansing. Both the LPAB and Park Commission decided this is a great opportunity to work together to improve these areas.

10. STEWARDSHIP ACTIVITIES

- A. Hemlock woolly adelgid
B. Oak Wilt

11. EXPANDED SURVEY AND STUDY

- A. MSU, MNFI, Others
1. Emerald Ash Borer
 2. Deer Movement Patterns
 3. Environmental Sustainability
 4. Class Presentations and Engagement
 5. Project Fish Projects
 6. Place Based Learning Opportunities
 7. Vernal Pool Mapping and Study

12. CLOSED SESSION

Commissioner Stephens moved **INTO CLOSED SESSION**. Seconded by Commissioner Lick.

Roll Call:

PARK COMMISSION

AYES: Michael McDonald, Mark Stephens, Amanda Lick, Annika Schaetzl, Courtney Wisinski

NAYS: None

LAND PRESERVATION ADVISORY BOARD

AYES: Roland Harmes, Jon Mayes, Julie Brixie, James Kielbaso, Yu Man Lee, Jaimie Hiller, Mark Stephens, Margo Smith

NAYS: None

The Board moved into closed session at 8:10pm.

Board Member Kielbaso moved **TO ADJOURN THE CLOSED SESSION AND RETURN TO THE OPEN SESSION**. Seconded by Board Member Smith.

Roll Call:

PARK COMMISSION

AYES: Michael McDonald, Mark Stephens, Amanda Lick, Annika Schaetzl, Courtney Wisinski

NAYS: None

LAND PRESERVATION ADVISORY BOARD

AYES: Roland Harmes, Jon Mayes, Julie Brixie, James Kielbaso, Yu Man Lee, Jaimie Hiller, Mark Stephens, Margo Smith

NAYS: None

The Board reopened the meeting at 8:20pm.

Commissioner Stephens moved **TO INSTRUCT STAFF TO TAKE SUCH ACTION AS DISCUSSED IN CLOSED SESSION.** Seconded by Commissioner Lick.

Roll Call:

PARK COMMISSION

AYES: Michael McDonald, Mark Stephens, Amanda Lick, Annika Schaetzl, Courtney Wisinski

NAYS: None

LAND PRESERVATION ADVISORY BOARD

AYES: Roland Harmes, Jon Mayes, Julie Brixie, James Kielbaso, Yu Man Lee, Jaimie Hiller, Mark Stephens, Margo Smith

NAYS: None

Motion passed unanimously.

13. FINAL COMMENTS

None

14. PUBLIC COMMENT

None

15. ADJOURNMENT

Board Member Kielbaso moved **TO ADJOURN THE MEETING.** Seconded by Board Member Smith. Chairs McDonald and Mayes adjourned the meeting at 8:25pm.



Land Preservation Advisory Board Meeting

Staff Report

Land Preservation Financial Statement Summary

12/13/2017

The current Land Preservation millage (.33 mill) expires at the end of 2019. It earns approximately \$536,000 a year.

210 Account

- \$2.7 million endowment
- 75% of the first millage was deposited in the 210 account
 - This earns \$20,000-\$25,000 a year
- \$280,000 spendable money has been earned on the interest earned since 2000
- We have not spent this money and the intent is to let it grow

209 Account

- The current balance is \$3.8 million
- Once closed, the four property acquisitions will cost \$1.7 million, leaving \$2.1 million as the new account balance

LAND PRESERVATION FUNDS
Preliminary Financial Statements
10/31/2017 (Unaudited)

	<u>(209)</u>	<u>(210)</u>	
	<u>Land Acq Fund</u>	<u>Land Pres Rsrv Fund</u>	<u>Combined</u>
BALANCE SHEET			
ASSETS			
Investments			
Cash	778,355.05	99,764.16	878,119.21
Savings	253,460.32	0.00	253,460.32
Certificates of Deposit	150,000.00	0.00	150,000.00
Agency Funds	0.00	2,730,000.00	2,730,000.00
Allowance For Investments	(394.50)	(30,136.40)	(30,530.90)
Money Market	2,615,866.18	211,199.15	2,827,065.33
Other			
Taxes Receivable	0.00		
Due from Trust & Agency	0.00		
Prepaid Expenses	0.00		
Cash, Investments & Other	<u>3,797,287.05</u>	<u>3,010,826.91</u>	<u>6,808,113.96</u>
TOTAL ASSETS	<u><u>3,797,287.05</u></u>	<u><u>3,010,826.91</u></u>	<u><u>6,808,113.96</u></u>
LIABILITIES			
Accounts Payable	179.80	0.00	179.80
Credit Card Payable	-	0.00	-
Accrued Liabilities	0.00	0.00	0.00
Due to General Fund	0.00	0.00	0.00
Deferred Revenue	0.00	0.00	0.00
TOTAL LIAB	<u>179.80</u>	<u>0.00</u>	<u>179.80</u>
FUND BALANCE			
Restricted - Land Preservation activities	3,489,519.25	303,526.91	3,793,046.16
Restricted - Acquisitions	307,588.00	0.00	307,588.00
Nonspendable - Endowment	0.00	2,707,300.00	2,707,300.00
Nonspendable - Prepaids	0.00	0.00	0.00
TOTAL FUND BALANCE	<u>3,797,107.25</u>	<u>3,010,826.91</u>	<u>6,807,934.16</u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>3,797,287.05</u></u>	<u><u>3,010,826.91</u></u>	<u><u>6,808,113.96</u></u>
INCOME STATEMENT			
Millage	539,832.81	0.00	539,832.81
Investment Income	25,341.43	36,984.73	62,326.16
Sale of Assets	2,700.00		
Grant and Donation Revenue	0.00	0.00	0.00
	<u>567,874.24</u>	<u>36,984.73</u>	<u>602,158.97</u>
EXPENDITURES			
Land Acquisition	11,700.00	0.00	11,700.00
Unrealized Loss on Investments	0.00	0.00	0.00
Transfer Out	0.00	0.00	0.00
Wages & Benefits	62,029.36	0.00	62,029.36
Professional Services	0.00	0.00	0.00
Maintenance and Supplies	12,962.56	0.00	12,962.56
	<u>86,691.92</u>	<u>-</u>	<u>86,691.92</u>
2016 YTD Net Income	<u><u>481,182.32</u></u>	<u><u>36,984.73</u></u>	<u><u>515,467.05</u></u>
BEGINNING FUND BALANCE	3,315,924.93	2,973,842.18	6,289,767.11
ENDING FUND BALANCE	3,797,107.25	3,010,826.91	6,805,234.16



2017 Deer Management Update December 17, 2017

2017 - Meridian Township Deer Management Program Summary

- 66 volunteer hunters that were placed on 30 Township and County-owned properties.
- Each hunter had to have a criminal background check in order to participate in the program and participate in a proficiency test at the MSU Archery Demmer Center.
- Each hunter was required to check in and check out each time they entered their assigned area, regardless if they were hunting, setting up a blind, etc. A hunter could communicate by using the Meridian Deer Management Facebook page, emailing, or calling the Service Center. Each hunter was also required to report all harvests to Jane Greenway (Parks and Land Management Coordinator), or Nick Wing (Parks and Recreation Intern) that included the following information: Date harvested, C.W.D Survey Tag Number, and if the deer was a Male or Female.
- **TOTAL DEER HARVESTED: 67** (As of December 5, 2017)

30 Properties (Total Deer Harvested from each site)

1 - Northwest Land Preserve - 5	26 - Orlando Park Outlet B - 1
2 - Northridge Land Preserve - 0	27 - Wonch Park - 1
3 - Forest Grove Land Preserve - 2	28 - Forest Hills Natural Area - 0
4 - Meridian Transfer Station - 1	29 - Ferguson Park - 0
5 - Meridian Central Wetland Preserve - 1	30 - Ingham County Farm - 7
6 - Hubbell Land Preserve - 5	
7 - Central Meridian Uplands Preserve - 6	Non-recovered Deer: 6
8 - Central Park - 1	
9 - Tihart/Cornell Wetland Land Preserve - 0	Total deer: 67
10 - Davis/Foster Land Preserve - 1	
11 - Red Cedar Glen Land Preserve - 4	
12 - Central Park Drive/Okemos Rd - 1	
13 - Ted Black Woods - 0	
14 - Southwest Meridian Uplands Preserve - 2	
15 - Sower Woods Land Preserve - 0	
16 - Red Cedar Natural Area - 3	
17 - Meridian Riverfront Park - 3	
18 - Red Cedar River East Land Preserve - 1	
19 - Towner Road Park - 0	
20 - Lake Lansing Park North (Ingham County) - 5	
21 - Hartrick Park - 1	
22 - Riverside Cemetery - 0	
23 - Sumbal Natural Area - 2	
24 - Tacoma Hills Natural Area - 4	
25 - Glendale Cemetery - 4	



Land Preservation Advisory Board Meeting

New Business



To: Land Preservation Advisory Board Members
From: Jane Greenway, LLA, Senior Parks & Land Management Coordinator
Date: December 7, 2017
Re: Election of Officers

The current Chair/Vice Chair opens floor for nominations of Chair:

- a. A commissioner nominates a member of the Commission.
- b. Another Commissioner seconds the nomination.
- c. The nominee either accepts or declines nomination.
- d. The Chair asks if there are any other nominations, and if there are, then steps a, b and c are repeated.
- e. Once all nominations are offered, the Chair closes the floor to nominations (or a Commissioner can move to close the floor to nominations) and the Chair takes a roll call vote.

The current Chair/Vice Chair opens the floor for nominations of Vice Chair:

- a. A commissioner nominates a member of the Commission.
- b. Another Commissioner seconds the nomination.
- c. The nominee either accepts or declines nomination.
- d. The Chair asks if there are any other nominations, and if there are, then steps a, b and c are repeated.
- e. Once all nominations are offered, the Chair closes the floor to nominations (or a Commissioner can move to close the floor to nominations) and the Chair takes a roll call vote.



To: Land Preservation Advisory Board Members
From: Jane Greenway, LLA, Senior Parks & Land Management Coordinator
Date: December 7, 2017
Re: 2018 Land Preservation Advisory Board Meeting Schedule

The following Board Meeting Schedule is being offered:

- The Land Preservation Advisory Board will meet on the second Wednesday of the month at 6 pm in the Meridian Service Center lunchroom
- The exception to the Wednesday meeting date is the joint meeting of the Township boards and commissions on Tuesday, January 9, in the Meridian Municipal Building, Town Hall Room at 6 pm.

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 9*	Town Hall	6 pm
January 10	Service Center	6 pm
February 14	Service Center	6 pm
March 14	Service Center	6 pm
April 11	Service Center	6 pm
May 9	Service Center	6 pm
June 13	Service Center	6 pm
July 11	Service Center	6 pm
August 8	Service Center	6 pm
September 12	Service Center	6 pm
October 10	Service Center	6 pm
November 14	Service Center	6 pm
December 12	Service Center	6 pm

*Joint Meeting of the Township Boards and Commissions

The following motion is proposed:

MOVE that the Land Preservation Advisory Board meeting schedule as outlined in the December 7, 2017 staff memorandum and attached Resolution be accepted and approved, and copies of the meeting schedule be forwarded to the appropriate individuals for posting.

/attachment

RESOLUTION TO APPROVE

**Land Preservation Advisory Board Meeting Dates
2018 Meeting Schedule**

RESOLUTION

At a regular meeting of the Land Preservation Advisory Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Service Center, in said Township on the 13th day of November, 2017 at 6:00 pm, Local Time.

PRESENT:

ABSENT:

The following resolution was offered by Board Member ____ and supported by Board Member ____:

WHEREAS, the Land Preservation Advisory Board desires to announce the time, date, and place of all meetings of the Land Preservation Advisory Board; and

WHEREAS, the Land Preservation Advisory Board deems the 2018 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 LAND PRESERVATION ADVISORY BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, THAT THE LAND PRESERVATION ADVISORY BOARD ADOPTS ITS REGULAR 2018 MEETING SCHEDULE AS FOLLOWS:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 9*	Town Hall	6 pm
January 10	Service Center	6 pm
February 14	Service Center	6 pm
March 14	Service Center	6 pm
April 11	Service Center	6 pm
May 9	Service Center	6 pm
June 13	Service Center	6 pm
July 11	Service Center	6 pm
August 8	Service Center	6 pm
September 12	Service Center	6 pm
October 10	Service Center	6 pm
November 14	Service Center	6 pm
December 12	Service Center	6 pm

*Joint Meeting of the Township Boards and Commissions

1. The Land Preservation Advisory Board has set a schedule to meet on the second Wednesday of the month; except for the joint meeting with the other Township boards and commissions.

2. Each of the above meetings shall be held at the specified time in the lunch room of the Meridian Service Center, 2100 Gaylord C. Smith Ct., Haslett, Michigan, (517) 853-4000; with the exception of the joint meeting of the boards and commission which is held in the Town Hall Room, Meridian Municipal Building, 5151 Marsh Road, Okemos.
3. Special meetings of the Land Preservation Advisory Board may be called pursuant to the statute thereto appertaining.
4. Regular meetings may be canceled, recessed or postponed by members of the Land Preservation Advisory Board pursuant to the statute thereto appertaining.
5. A summary of this resolution stating date, place, and time shall be published in a newspaper of general circulation in the Township, and a copy of this resolution shall be posted in the Meridian Municipal Building.

ADOPTED:

YEAS:

NAYS:

STATE OF MICHIGAN)

) ss:

COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chairperson of the Land Preservation Advisory Board of the Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Land Preservation Advisory Board held on the 13th day of December, 2017.

, Chair
Land Preservation Advisory Board

Land Preservation Financial Statement Summary

12/13/2017

The current Land Preservation millage (.33 mill) expires at the end of 2019. It earns approximately \$536,000 a year.

210 Account

- \$2.7 million endowment
- 75% of the first millage was deposited in the 210 account
 - This earns \$20,000-\$25,000 a year
- \$280,000 spendable money has been earned on the interest earned since 2000
- We have not spent this money and the intent is to let it grow

209 Account

- The current balance is \$3.8 million
- Once closed, the four property acquisitions will cost \$1.7 million, leaving \$2.1 million as the new account balance