



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
PARK COMMISSION – REGULAR MEETING  
April 10, 2018 6:00 pm

---

**WORK SESSION – TOWN HALL ROOM 6 PM**

1. CALL WORK SESSION TO ORDER
2. CITIZENS ADDRESS AGENDA ITEMS
3. APPROVAL OF AGENDA
4. PARK PROJECT SCHEDULE
5. OTHER
6. COMMENTS FROM THE PUBLIC
7. ADJOURNMENT OF WORK SESSION

**REGULAR MEETING – TOWN HALL ROOM 7 PM**

1. CALL MEETING TO ORDER
2. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
  - A. March 13, 2018 Regular Minutes
  - B. March 13, 2018 Work Session Minutes
5. COMMUNICATIONS
6. DIRECTOR'S REPORT
7. DISCUSSION ITEMS
8. CLOSED SESSION – FOR CONSIDERATION OF PROPERTY ACQUISITION
9. ACTION FROM CLOSED SESSION
10. COMMENTS FROM THE PUBLIC
11. OTHER MATTERS AND COMMISSIONERS' COMMENTS
  - A. Next Park Commission Meeting: Tuesday, May 8, 2018
  - B. April Family Fun Events Include:
    - Sunday, April 15; Explore Nature Open House, Harris Nature Center, Noon-4pm
    - Saturday, April 21; Meridian Farmers' Market, JC Penney Wing, Meridian Mall, 10 am-2 pm and then Spring Farmers Market begins Saturday, May 5, Central Park Pavilion from 10 am – 2 pm
    - Saturday, April 21; Song Bird Nest Box Workshop, Harris Nature Center, at 2 pm (nest boxes to take home: \$12 for a robin shelf or \$20 for a bluebird/song bird nest box)
    - Sunday, April 22; Earth Day Walkabout, Harris Nature Center, 2 pm, \$3/person or \$7/family
    - Friday, April 27; Howl at the Moon, Harris Nature Center, at 8:30 pm, \$3/person
    - Sunday, April 29; Bird Watching in Our Parks; Hartrick Park, at 8 am
  - C. May Family Fun Events Include:
    - Saturday, May 5; Native Plants Day and Sale, Harris Nature Center from 9 am-1 pm
    - Saturday, May 5; Spring Farmers Market Opening Day, Central Park Pavilion, 8 am–2 pm
    - Sunday, May 6; Bird Watching in Our Parks, meet at Harris Nature Center and will also visit Legg Park, at 8 am
    - Sunday, May 6; Wildflower Walkabout, Harris Nature Center, at 3 pm

12. ADJOURNMENT

---

All comments limited to 3 minutes, unless prior approval for additional time for good cause is obtained from the Supervisor.

Appointment of Supervisor Pro Tem and/ or Temporary Clerk if necessary.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by contacting:

Parks & Recreation Director LuAnn Maisner, 2100 Gaylord C. Smith Court, Haslett or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: 5151 Marsh Road, Okemos, MI 48864 Township Hall

Providing a safe and welcoming, sustainable, prime community.

Park Commission Meeting  
April 10, 2018

WORK SESSION

4. Park Projects Schedule



**To: Park Commissioners**  
**From: LuAnn Maisner, CPRP, Director**  
**Department of Parks and Recreation**  
**Date: April 3, 2018**  
**Re: Update on budgeted and Proposed Park Projects**

---

### **2018 Budgeted Projects:**

- Design, engineer and bid the Central Meridian Regional Trail Connector Project in Central Park. \$40,000 (construction in 2019)
- Design, engineer and bid the footbridge and restroom building in the Historical Village. \$30,000 (construction in 2019)
- New park signs with the new Township Brand to replace worn out or absent signage. \$25,000
- Pave Eastgate Park parking lot – \$40,000
- Expand parking lot at North Meridian Road Park – \$50,000
- Farmers' Market Relocation Project - \$75,000
- Dog Park – \$80,000

**Total for 2018 - \$340,000 for projects**

### **2019 Proposed Projects:**

- Construction of the Central Meridian Regional Trail Connector \$82,500
- Construction of the footbridge and restroom building in the Historical Village - \$120,000
- Design, engineering and planning for restroom and pavilion at HNC - \$22,000
- Farmers' Market Relocation Project- \$90,000
- Ottawa Hills Playground - \$75,000

**Total Project Costs for 2019 - \$389,500**

### **2020 Proposed Projects:**

- Construction of Pavilion and restroom at HNC - \$100,000
- Construction of Playground and Wetland restoration at Towner Road Park-\$300,000
- Renovation of Central Park Pavilion in Central Park/Landscaping - \$250,000
- Nancy Moore Park Playground and Loop Trail Project - \$250,000

**Total project Costs for 2020 - \$9,000**

2018-2023 CIP

Year	Department	Project Name	Cost	Funding Source	Recommended for Funding
2018	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$900,000	Pathway Millage (\$250K) & Ingham county millage(\$663k)	
2018	Public Works & Engineering	Sleepy Hollow Sanitary	\$650,000	Municipal Bonds	
2018	Public Works & Engineering	Sleepy Hollow Water Main	\$250,000	Municipal Bonds	
2018	Public Works & Engineering	Grand River Ave Water Main extension - east to west of Van Atta road	\$273,000	Township Improvement Revolving Fund (TIRF)	
2018	Public Works & Engineering	36" & 48" sanitary interceptor - Grand River Ave west of Park Lake Rd; east of Red Cedar River & at river crossing	\$500,000	Sewer Fund	
2018	Public Works & Engineering	Sirhal Drive water main replacement	\$150,000	Water Fund	
2018	Information Technology	Hardware	\$90,400	General Fund	2017 Township Budget, Page 60
2018	Information Technology	Mobile Data Units	\$55,000	General Fund	2017 Township Budget, Page 60
2018	Information Technology	New Telephone System	\$48,000	General Fund	2017 Township Budget, Page 60
2018	Information Technology	ESXI Host Implementation	\$21,000	General Fund	2017 Township Budget, Page 60
2018	Parks and Recreation	Glendale Cemetery Road Repaving	\$60,000	General Fund	
2018	Parks and Recreation	Eastgate Park Parking Lot Paving	\$50,000	Park Millage	
2018	Parks and Recreation	Farmers' Market Restroom-office	\$150,000	Park Millage, CRCF Grant	
2018	Parks and Recreation	Central Park footbridge and restroom building in Village (design/bid)	\$30,000	Park Millage, Land and Water Conservation Fund	
2018	Parks and Recreation	Land Preservation Program - Purchase, Operation & Maintenance	\$100,000	Land Preservation Millage, Federal and State Grants	
2018	Parks and Recreation	North Meridian Park Parking Lot Expansion	\$50,000	Park Millage	
2018	Parks and Recreation	Service Center Storage Facility	\$25,000	General Fund	
2018	Parks and Recreation	Central Meridian Regional Trail Connector (design/bid)	\$40,000	Park Millage, Michigan Natural Resources Trust Fund	
		<b>2018 TOTAL:</b>	<b>\$3,442,400</b>		
2019	Public Works & Engineering	M-78 Water Main (Newton Road to City Limits site)	\$440,000	Private Funds	
2019	Public Works & Engineering	Water Main and Valve Replacement	\$250,000	Water Fund	
2019	Public Works & Engineering	Sewer Main Replacement - Lift Station Improvements	\$300,000	Sewer Fund	
2019	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$3,600,000	Pathway Millage, Ingham County Trail Millage, State Grants	
2019	Public Works & Engineering	Birchwood sewer rehab	\$100,000	Sewer Fund	
2019	Parks and Recreation	Central Park Improvements - Farmers' Market Relocation Plan	\$800,000	Park Millage, General Fund, donations, foundations	
2019	Parks and Recreation	Central Meridian Regional Trail Connector -construction	\$355,000		
2019	Parks and Recreation	Central Park footbridge and restroom building in Village -construction	\$270,000		
2019	Parks and Recreation	Towner Road Park Playground	\$150,000	Park Millage, donations	
2019	Parks and Recreation	Harris Nature Center Pavilion and Restroom	\$226,000	Park Millage, Federal or State Grant	
2019	Parks and Recreation	Park Land Acquisition	\$10,000	Park Millage	
2019	Parks and Recreation	Land Preservation Program - Acquisition	\$200,000	Land Preservation Millage, Federal and State Grants	
		<b>2019 TOTAL:</b>	<b>\$6,701,000</b>		
2020	Public Works & Engineering	Water Main and Valve Replacement	\$250,000	Water Fund	
2020	Public Works & Engineering	Sewer Main spot repairs	\$410,000	Sewer Fund	
2020	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$1,000,000	Pathway Millage, Ingham County Trail Millage, State Grants	
2020	Public Works & Engineering	Kansas Street Water Main	\$101,000	Township Improvement Revolving Fund (TIRF)	
2020	Parks and Recreation	Central Park Improvements - Pavilion, Spray Plaza, Sculpture Garden	\$450,000	Park Millage, Federal and State Grants	

*Historical Village Pavilion*

2018-2023 CIP

Year	Department	Project Name	Cost	Funding Source	Recommended for Funding
2020	Parks and Recreation	Ottawa Hills Park Improvements	\$80,000	Park Millage	
2020	Parks and Recreation	Marshall Park Playground Replacement and improvements	\$165,000	Park Millage	
2020	Parks and Recreation	Land Preservation Program - Acquisition	\$200,000	Land Preservation Millage, Federal and State Grants	
		<b>2020 TOTAL:</b>	<b>\$2,656,000</b>		
2021	Public Works & Engineering	Water Main and Valve Replacement	\$250,000	Water Fund	
2021	Public Works & Engineering	Sewer Main - Manhole Rehab	\$100,000	Sewer Fund	
2021	Public Works & Engineering	Service Center Expansion Design and Engineering	\$80,000	General fund	
2021	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$1,500,000	Pathway Millage, Ingham County Trail Millage, State Grants	
2021	Parks and Recreation	Hillbrook Park Improvements Restroom building	\$210,000	Park Millage, Federal and State Grants	
2021	Parks and Recreation	Harris Nature Center Parking Lot Expansion	\$60,000	Park Millage	
2021	Parks and Recreation	Wonch Park Improvements - Stream bank restoration	\$200,000	Park Millage, Federal and State Grants	
2021	Parks and Recreation	Land Preservation Program - Purchase, Operation & Maintenance	\$200,000	Land Preservation Millage, Federal and State Grants	
2021	Parks and Recreation	Nancy Moore Park Playground Replacement and Loop Trail	\$200,000	Park Millage, Grant	
		<b>2021 TOTAL:</b>	<b>\$2,800,000</b>		
2022	Public Works & Engineering	Water Main and Valve Replacement	\$250,000	Water Fund	
2022	Public Works & Engineering	Sewer Main Replacement - county park Lift Station Improvements	\$700,000	Sewer Fund	
2022	Public Works & Engineering	Service Center Expansion Construction	\$1,200,000	General Fund	
2022	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$300,000	Pathway Millage	
2022	Parks and Recreation	Central Park Improvements	\$500,000	Park Millage, Federal and State Grants	
2022	Parks and Recreation	Wonch Park Improvements - Restroom Replacement	\$300,000	Park Millage, Federal and State Grants	
2022	Parks and Recreation	Land Preservation Program - Purchase, Operation & Maintenance	\$200,000	Land Preservation Millage, Federal and State Grants	
2022	Parks and Recreation	Nancy Moore Park Picnic Pavilion	\$150,000	Park Millage, Federal and State Grants	
		<b>2022 TOTAL:</b>	<b>\$3,600,000</b>		
2023	Public Works & Engineering	Water Main and Valve Replacement	\$250,000	Water Fund	
2023	Public Works & Engineering	Sewer Main Replacement - Lift Station Improvements	\$300,000	Sewer Fund	
2023	Public Works & Engineering	Pedestrian/Bicycle Pathway Construction and Maintenance	\$300,000	Pathway Millage	
2023	Parks and Recreation	Legg Park South Development	\$195,000	Park Millage, Federal and State Grants	
2023	Parks and Recreation	Snell-Towar Recreation Center Improvements	\$100,000	park millage	
2023	Parks and Recreation	Land Preservation Program - Purchase, Operation & Maintenance	\$200,000	Land Preservation Millage, Federal and State Grants	
2023	Parks and Recreation	Meridian Riverfront Park Trail Improvements	\$950,000	Park Millage, Pathway Millage, Federal or State Grants	
2023	Parks and Recreation	Newton Road Park Playground and sidewalks	\$100,000	Park Millage	
		<b>2023 TOTAL:</b>	<b>\$2,395,000</b>		

# Remaining CIP Projects Summary by Park

January 11, 2018

---

## Central Park Improvements

- |                                    |                               |
|------------------------------------|-------------------------------|
| • Sculpture Garden                 | \$ 60,000 plus art            |
| • Pavilion and Sidewalks (Village) | \$200,000                     |
| • Pavilion                         | \$200,000                     |
| • Universal Playground             | \$500,000                     |
| • Splash Pad                       | <u>\$500,000</u>              |
|                                    | \$1,460,000                   |
| • Restroom Building                | \$200,000 * (\$100,000 grant) |
| • Bridge into Village              | \$100,000 * (\$50,000 grant)  |
| • Promenade Pathway (A,C,D)        | \$395,000 * (\$279,000 grant) |

## Funding:

Grants            \$429,000  
Park Millage    \$1,726,000

(Other Projects and amenities in Master Plan \$2,482,000)

---

## Farmers' Market Relocation

- |                                   |                             |             |
|-----------------------------------|-----------------------------|-------------|
| • Pavilion/ice rink*              | \$700,000 (\$110,000 grant) | \$200,000pm |
| • Playground*                     | \$100,000                   |             |
| • Restroom Building/office*       | \$150,000 (\$75,000 grant)  |             |
| • Performance Stage               | \$ 25,000 (\$25,000 grant)  |             |
| • Sidewalks and crosswalk         | \$75,000                    |             |
| • Landscaping                     | \$ 15,000                   |             |
| • Picnic Tables/Trash Containers* | <u>\$ 15,000</u>            |             |
|                                   | \$1,080,000                 |             |

Park Millage            \$390,000  
Other Funding Sources    \$690,000

---

## Ottawa Hills Park

Playground and improvements            \$210,300

(fencing, loop path, basketball hoop, resurfacing, site furnishings, tree maintenance, Little free library, sm soccer goals, new play equipment)

**Funding: Park millage: \$210,300**

---

**Marshall Park**

Accessible Playground	\$100,000
Paved Loop Trail	\$ 50,000
Parking improvements	\$ 10,000
Landscaping	<u>\$ 5,000</u>

**Funding: Park Millage \$165,000**

---

**Towner Road Park**

Playground and amenities **\$250,000**

**Funding: Park Millage:250,000**

---

**Harris Nature Center**

Pavilion	\$150,000 (\$50,000 grant)
Restroom Building near HNC	\$100,000 (\$50,000 grant)
Parking lot expansion	<u>\$60,000</u>

**Funding:**

Grants	\$100,000
<b>Park Millage</b>	<b>\$210,000</b>

---

**Nancy Moore Park**

Accessible Playground	\$200,000
Paved trail around soccer fields	\$ 80,000
Pavilion	<u>\$150,000</u>

**Funding: Park Millage \$430,000**

---

**Newton Road Park**

Playground \$100,000

**Park Millage \$100,000**

---

**Wonch Park**

Restroom	\$250,000
Stream bank improvements	\$200,000
Accessible canoe landing	\$125,000
WiFi	<u>\$10,000</u>

**Funding: Park Millage \$585,000**

---

**Legg Park**

Pave Driveway	\$120,000
Expanded Parking	\$ 60,000
Habitat Improve	<u>\$ 15,000</u>

**Funding Park Millage \$195,000**

---

**Hillbrook**

Restroom Bldg.	\$150,000
Accessible Trails	<u>\$ 60,000</u>

**Funding: Park Millage \$210,000**

---

**OTHER:**

**Meridian Riverfront Park Improvements**

Pave/Boardwalk River Trail	\$950,000
----------------------------	-----------

**Funding: Park Millage \$950,000**

**Snell Towar Recreation Center and Park**

Need to discuss future of the Rec Center

**Funding Summary:**

(not including Meridian Riverfront Park or Snell Towar)

<b>Park Millage funds available through 2025 for projects</b>	<b>\$3,500,000</b>
<b>Funding needed to complete CIP Projects</b>	<b><u>\$4,471,300</u></b>
<b>GRANTS NEEDED TO COMPLETE CIP PROJECTS</b>	<b><u>(\$971,300)</u></b>

Park Commission Meeting  
April 10, 2018

4. MINUTES

- a. March 13, 2018 Work Session Minutes
- b. March 13, 2018 Regular Meeting Minutes



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

Date, Time      March 13, 2018; 7 pm

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

ABSENT:        None

STAFF:         LuAnn Maisner, Parks and Recreation Department Director

**1. CALL MEETING TO ORDER**

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

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

None

**3. APPROVAL OF AGENDA**

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

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

VOICE VOTE: Motion carried unanimously.

**4. APPROVAL OF MINUTES**

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

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

VOICE VOTE: Motion carried unanimously.

**5. COMMUNICATIONS**

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

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

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

VOICE VOTE: Motion carried unanimously.

## **6. DIRECTOR'S REPORT**

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

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

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

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

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

This item was removed from the agenda.

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

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

**8. ACTION ITEMS**

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

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

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

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

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

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

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

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

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

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

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

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

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

ADOPTED:

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

NAYS: None

Resolution carried unanimously.

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

This item was removed from the agenda

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

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

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

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

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

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

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

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

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

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

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

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

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

ADOPTED:

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

NAYS: None

Resolution carried unanimously.

**9. CLOSED SESSION**

None

**10. COMMENTS FROM THE PUBLIC**

None

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

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

**12. ADJOURNMENT**

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

VOICE VOTE: Motion passed unanimously.

The meeting adjourned at 7:55 pm.

**13. NEXT MEETINGS:**

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



CHARTER TOWNSHIP OF MERIDIAN  
PARK COMMISSION WORK SESSION **DRAFT** MINUTES  
5151 Marsh Road, Okemos, MI 48864  
Town Hall Room

Date, Time: March 13, 2018; 6 pm

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

EXCUSED: None

STAFF: LuAnn Maisner, Parks and Recreation Department Director

**1. CALL WORK SESSION TO ORDER**

Chair McDonald called the meeting to order at 6:03 pm.

**2. CITIZENS ADDRESS AGENDA ITEMS**

**3. APPROVAL OF AGENDA**

Commissioner Stephens moved **TO APPROVE THE AGENDA AS SUBMITTED**. Seconded by Commissioner Schaetzl.

VOICE VOTE: Motion carried unanimously.

**4. REVIEW GRANT HEARING PROJECTS**

Director Maisner discussed the details of the grant applications that are being completed for the Michigan Natural Resources Trust Fund, Michigan Recreation Passport Grant, and the Land and for the Water Conservation Fund. Following discussion, it was determined to focus our energy toward the MNRTF and Recreation Passport programs for 2018. The public hearing scheduled for the regular meeting for the LWCF project will be removed from the agenda.

**5. TRI-COUNTY PARK BOARD MEETING**

Director Maisner shared that the Directors from East Lansing, Lansing, Delhi Township, Delta Township, DeWitt, Ingham County and Meridian are organizing a meeting of all the Park and Recreation Commissions/Boards. This event will take place on May at Hannah Center in East Lansing.

**6. OTHER**

None

**7. COMMENTS FROM THE PUBLIC**

None

**8. ADJOURNMENT OF WORK SESSION**

Chair McDonald adjourned the work session at 7:03 pm.

# Park Commission Meeting

## April 10, 2018

### 5. COMMUNICATIONS

#### A. Items to/from the Public

1. From: Ingham County Drain Commissioner's Office; RE: Controlled Prescribed Burn Notice Snell Towar Recreation Center/Towar Gardens area
2. From: Teresa DeLisle Morgan; RE: Eastgate Park Pump Track
3. From: Cecelia Kramer, President Forest Hills Homeowners Association, RE: issues in Forest Hills Natural Area Park

#### B. Commission Information

#### C. Staff Inquiries/Response

1. From: Kelsey Dillon, RE: Stewardship Coordinator Report for March 8, 2018 Land Preservation Advisory Board Meeting

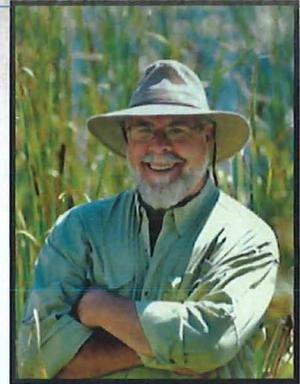
# CONTROLLED PRESCRIBED BURNING

## N O T I C E

<p><b>Who?</b>  <i>Ingham County Drain Commissioner, managing the Towar Snell and Towar Gardens Drains.</i></p>	<p><b>Why?</b>  <i>Restore native plantings that are designed to clean stormwater.</i></p>	<p><b>When?</b>  <i>April 2018</i></p>	<p><b>Where?</b>  <i>see attached map</i></p>
---	--	--	---

### CONTROLLED PRESCRIBED BURN NOTICE

The Towar Snell and Towar Gardens and Branches Drain Drainage Districts are planning a controlled prescribed burn.



Ingham County Drain Commissioner  
**Patrick E. Lindemann**

*Residents and Neighbors of the Towar Snell and Gardens Drains:*

*As part of maintaining the drain and its natural buffer vegetation, we will be conducting a controlled prescribed burn on some areas around the wetland ponds and rain gardens. This flyer is designed to give you some information needed to understand the process. Should you have questions, please feel free to call (517) 676-8395.*



**Why Burn?** Historically, fire was a common feature of the midwest landscape. By reintroducing fire we are reintroducing a natural process. With the cessation of fire, we have allowed many fire-intolerant, non-native plant species to out-compete the native, fire-adapted plants. Native plants are needed at Towar for their superior ability to help cleanse stormwater of pollutants from our neighborhoods.

**Are Burns Safe?** The burn is conducted by well-equipped, fully-trained staff with the Meridian Township Fire Department in attendance. A prescribed burn will produce some smoke. In general, emissions from burns are significantly less than those produced from mowing a comparably-sized site. Persons needing to avoid any smoke exposure for medical reasons may leave contact information with the Ingham County Drain Commissioner's Office, and they will be given individual notice of the burn timing. Animal life will be protected by not burning while ground nesting activity occurs.

**When?** Burns are best done in Spring, before much new growth has occurred. We're planning this burn for April. In order to conduct a prescribed burn, we must wait until conditions are right. Weather conditions - temperature, wind direction and strength, humidity, barometric pressure, and ground moisture - all must be within the proper range before we proceed. We will notify local news media on the morning we are conducting the burn.

If you would like to be notified the morning we plan to burn, please call.



**Towar Gardens Rain Garden**

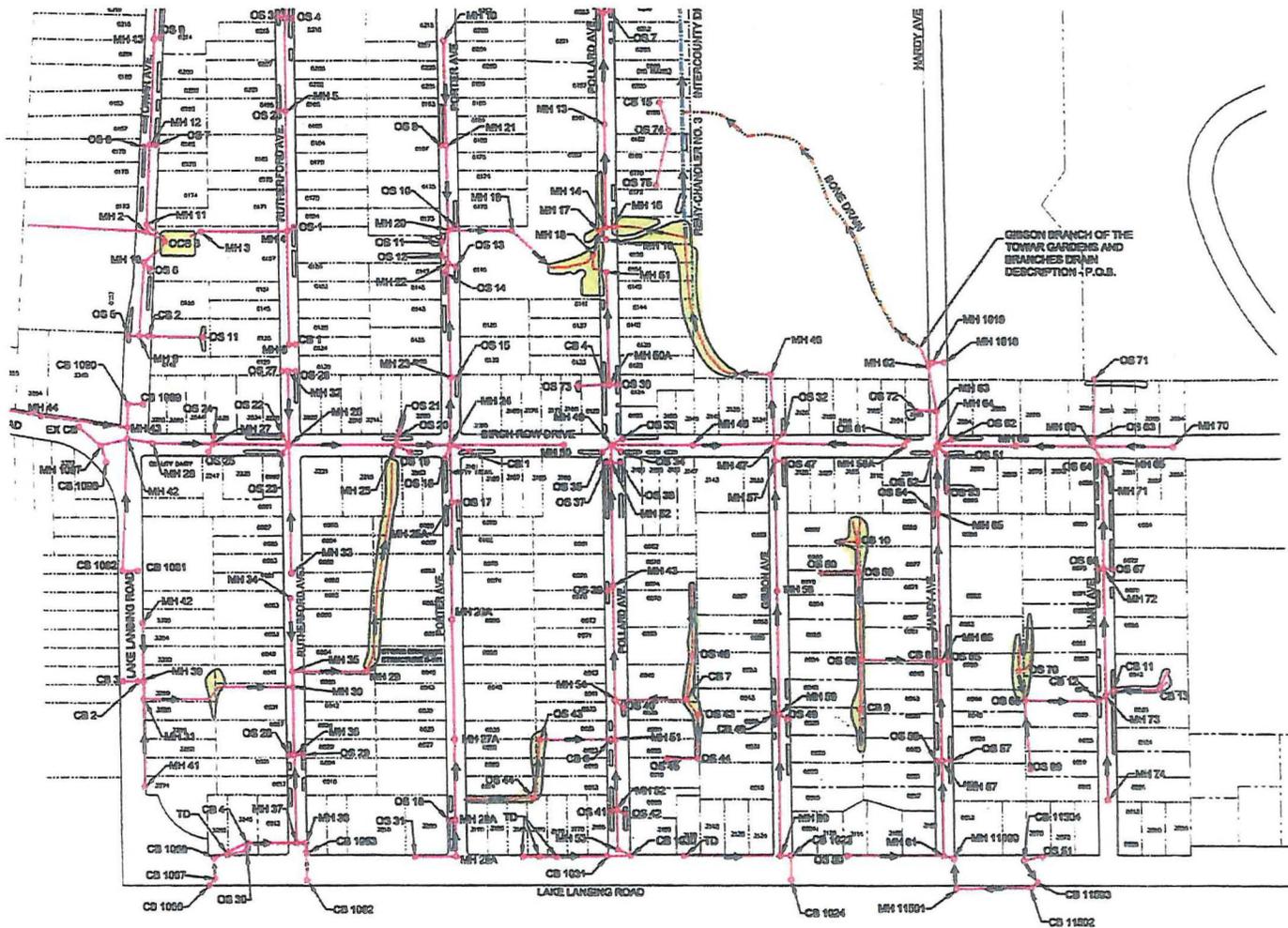


Picture taken 2 weeks after prescribed burn.



Picture taken 6 weeks after prescribed burn.

*This year, the prescribed burn will occur around the parks and rear yard rain gardens (see attached map on the back of the letter for areas highlighted in yellow).*



**STRUCTURE NUMBER EXHIBIT**

DRAIN ID NO.  
**T05-53**

**PATRICK E. LINDEMANN**  
**INGHAM COUNTY DRAIN COMMISSIONER**  
**TOWAR GARDENS AND BRANCHES DRAIN**  
 MERIDIAN TOWNSHIP, INGHAM COUNTY, MI

PROJECT NO.  
**04070.00**

SHEET NO.

**1** OF **1**



environmental, engineering  
and surveying services

## LuAnn Maisner

---

**From:** Teresa DeLisle Morgan <tldelisle@gmail.com>  
**Sent:** Thursday, March 22, 2018 8:43 AM  
**To:** LuAnn Maisner  
**Cc:** Jared J Steffen; sarodger@yahoo.com; Holly Taylor  
**Subject:** Eastgate Park Next Steps  
**Attachments:** Eastgate Park 3.21.18.pdf

Good morning LuAnn,

Thank you so much for taking the time to meet with us yesterday afternoon. I'm really excited about having the opportunity to improve and expand use of Eastgate Park and the pump track. The active membership of the MMMBA, along with several other local social and racing mountain bike groups, has really grown in size and enthusiasm, so I think it's a perfect time to harness that energy for this project.

As discussed, I think we would like to begin work soon in order to have something that can be enjoyed this summer. If you could let me know when you have an idea of whether any dirt, high in clay content, will be available through Meridian Township construction projects, I would appreciate it. I will also begin researching other sources. Once we have dirt, I will schedule a work day and request water. This day will be to work on the existing pump track and features. Additionally if any rocks or logs need removal from construction projects, we would be happy to see if they can be used in the skills area and coordinate transport to Eastgate.

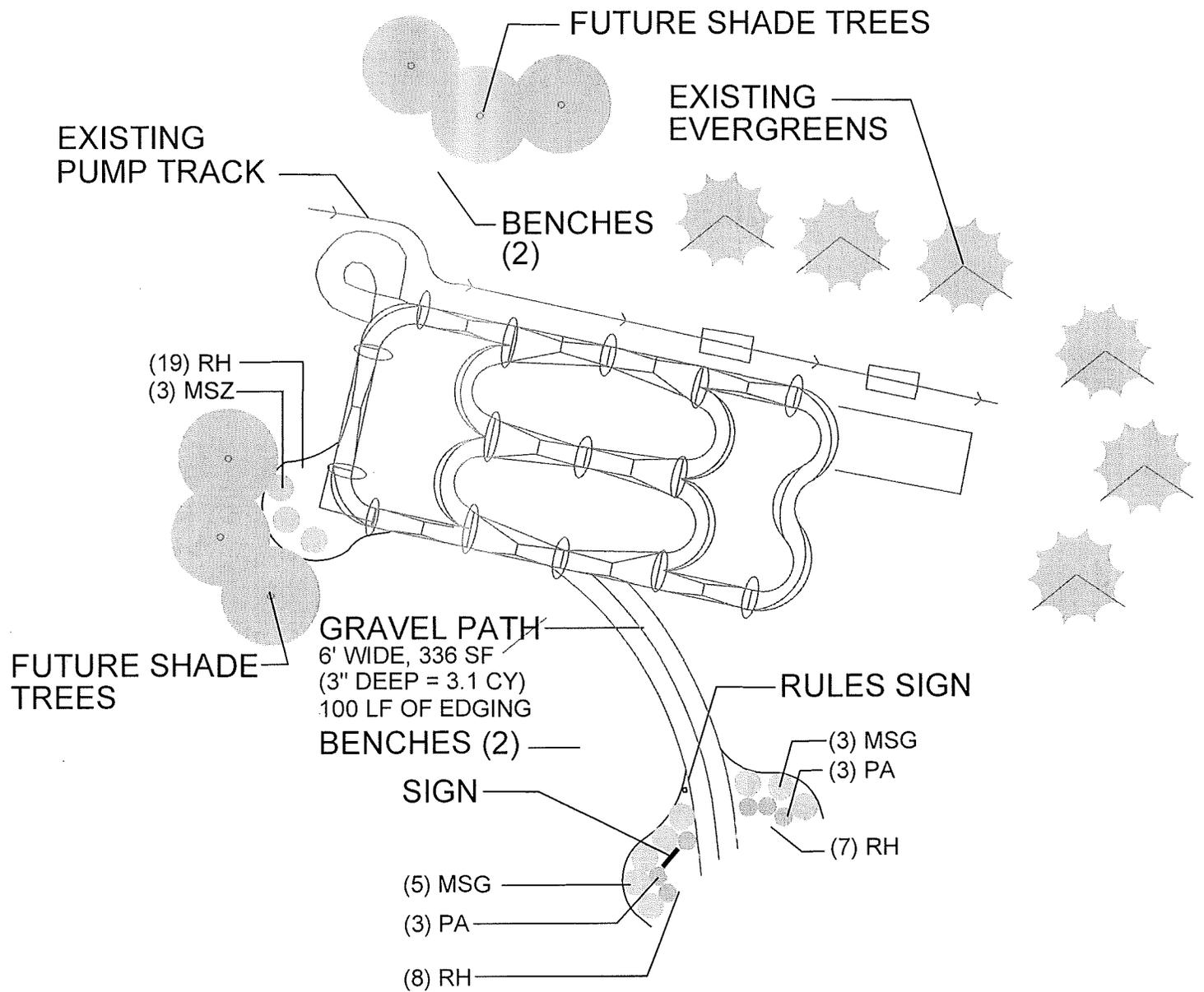
In the meantime, we will work on an overall plan in order to prioritize work as well as secure funds and materials. We will communicate this plan and any revisions to the plan to ensure that we are all on the same page.

Please let me know if you have any additional questions or concerns that we can address. I've attached the electronic version of the materials that I reviewed with you at the meeting. I'm really looking forward to working with you and developing something that the community will use and enjoy for years to come.

Best regards,

Teresa DeLisle Morgan

517-303-0875



## **Eastgate Park**

### **Pump Track, Dirt Jumps, and Skills Course Maintenance and Improvements**

4203 S. Meridian Rd  
Okemos, MI 48864



**Meeting March 21, 2018 at 4:00pm**

LuAnn Maisner, Director of Meridian Township Parks and Recreation

Teresa Morgan, Resident of Meridian Township and Member of MMMBA

Holly Taylor, Secretary of MMMBA

Steve Rodgers, Member of MMMBA

## Current Pump Track Pictures:



Current rollers and berms need to be lowered and transitions smoothed. This will allow for speed and flow.



A defined "entrance" to the track is needed. A few stand alone rollers leading into the track to get speed up or a drop-in similar to the jumps was recommended.

## Example Pump Track Options:

Photos of Lakeshore Park in Novi, MI



## What is Needed (Maintenance):

The existing rollers need to be lowered/ and or shaped. The berms at the end need to be rebuilt/ refreshed. Better defined entry point.

## Improvements:

Vary the height and design of the rollers once the track is rolling well.

## Materials:

Clay or dirt with high clay content, and shovels/ McLoed. Water is needed for work and ongoing maintenance. Either a well/pump or rain collection system was recommended.



## Current Log "Skinny"



## Log "Skinnies"

### What is needed:

Re-seat logs in good condition, replace logs/ railroad ties that are rotted.

### Improvements:

Additional/ new designs of progressive difficulty

### Materials:

Rail ties, logs, trees, wood.

## Possible Skinny Obstacles:



## Current Log/Rock Obstacles:



## Log / Rock Piles

### What is needed:

Replace degraded materials, adjust height and placement.

### Improvements:

More variety, drop-off obstacles, rock garden, boulders

### Materials:

Logs, rocks, and dirt.

## Examples of rock/ drop obstacles



## Dirt Jumps

**What's Needed:** Repair any wet weather damage/ refresh eroded spots/ landings. Work to be done by experienced builders.

**Improvements:** Add beginner jump line. Platform for roll in. Improved signage.

**Materials:** Dirt, water, shovels.



### Current Signage:



### Current Drop-In



### Signage Improvement:

Dirt jumps and the pump track can be damaged heavily if used after heavy rain and spring thaw. Closure/ status signage as well as possibly a way to rope off entry points, would go a long way to reducing maintenance requirements attributed to uninformed users riding in poor conditions. It can also educate local law enforcement if destructive behavior is observed.

**Drop-In Proposed by Jump Builder-** the benefits of wood take-offs would provide more consistent and safe operation as well as less maintenance. The one needed for Eastgate would not need be as tall as pictured.



## Open Space

Temporary cones/ obstacles for skills and drills for specific events or meet-ups. Rent pavilion for group events.



Sundance Women's Skills Clinic - Brown County, IN



CYC- Capital Youth Cycling - Sleepy Hollow



Global Fat Bike Day - Sleepy Hollow (Hosted by EPIC Mountain Bike)



**Contact information:**

**Teresa DeLisle Morgan**

4444 Dobie Rd,  
Okemos, MI 48864  
517-303-0875  
tldelisle@gmail.com

**Mid-Michigan Mountain Bike Association**

mmmba.org  
<https://www.facebook.com/mmmba.org/>

President: Jared Steffen  
Vice President: Ron Bock  
Secretary: Holly Taylor  
Treasurer: Anne Grofvert



# Forest Hills Homeowners Association

---

4560 Oakwood, Okemos MI 48864

March 30, 2018

LuAnn Maisner, Director  
Meridian Township Parks & Recreation Department  
and  
Meridian Township Park Commission  
5151 Marsh Road  
Okemos, MI 48864

Dear Director Maisner and Park Commissioners:

This letter is to request information on behalf of Forest Hills Homeowners Association on two issues concerning the Forest Hills Natural Area.

First, I note the original wooden signs designating it as a Natural Area have been removed from both the Northview Drive and the Marlborough Drive entrances to the Forest Hills Natural Area. They have been replaced by another style of signage depicting a map of the trails and now denoting this area as a Meridian Township Park. I note that the western entrance at Arrowtree Apartments did not receive this new signage treatment and still sports the old brown wood sign.

This unannounced change raises a number of questions. What prompted this change? Is the change of signage style consistent with a new look throughout the township landholdings? The trail map appears to be a good idea, though I am unaware of anyone who has gotten lost on the trails in this 4-acre holding.

Does the new signage reflect a new direction for the Township or Park Commission vis-a-vis their open space holdings? Is there a move to designate all the Township holdings as "parks"? Since this property was added to the Township's roster in the early to mid 1980s, it has been designated a Natural Area. As such, it reflected the subdivision's interest in having open space near the north end of Forest Hills that would buffer the neighborhood from the commercial properties between it and Grand River Avenue. By re-designating this a "Park" rather than "Natural Area," does this mean that we will be looking at manicured lawn and swing sets as opposed to a small informal picnic area and walking trails? I note that the new signage shows nothing about picnics, so will the table and park benches be removed?

Further, as you will recall, this parcel was granted to the Township as a result of the Forest Hills neighbors' legal battle with the Walter Goff and Gordon Long developers. Consequently, FHHA and its homeowners have always felt a bond with this small natural area and have taken care of it through our annual Spring/Fall Clean-Ups. As a service to the township, Forest Hills Homeowners Association has also contracted for lawn service care of the grass along the Northview Drive and around the small picnic area at the Marlborough entrance. If the character of the natural area is going to change dramatically, I am not certain that the FHHA will be interested in continuing to provide more elaborate care and the grooming befitting a park property. Redesignating from a neighborhood natural area to a full-fledged township park is not something that promotes neighborhood "ownership."

Secondly, there are some serious trash issues on the western boundary of the woods.

I cannot tell you how disheartened I am after a tour of the perimeter of the Forest Hills Natural Area to discover that the entrance to the natural area from the Arrowtree Apartments is in the worst shape I have seen before a Spring Clean Up in years. Not only have a large number of plastic bags and trash been dropped/blown in, but there is much trash and rubbish that has been discarded over the fall and winter. There are a number of pallets that have been dumped joining the chunks of blue concrete apparently from their former swimming pool. Additionally, within the last few days, Arrowtree Apartments has embarked on a landscaping refurbishment and a number of the substantial junipers which were in front of the porches of several of the apartments as well as long the northern boundary of the property have been felled. Many of the branches have been put in the woods. Others are lying there at the edge of the driveway (waiting to be hauled into the woods?).

Our Forest Hills Homeowners Association Board of Directors will be meeting the evening on Wednesday, April 4. I would like to have some type of report for them on the signage, as well as the trash and brush.

Thank you for your prompt attention.

Sincerely,

*Cecelia Kramer*

Cecelia Kramer  
President, FHHA

## LuAnn Maisner

---

**From:** LuAnn Maisner  
**Sent:** Monday, April 02, 2018 4:14 PM  
**To:** 'Cecelia Kramer'  
**Cc:** Mike McDonald (macmeridian@comcast.net); Mark Stephens (steph143@msu.edu); Annika Schaetzl; Amanda Lick; clwisinski03@gmail.com  
**Subject:** RE: Forest Hills Natural Area

Hi Cecelia,

It is nice to hear from you and I appreciate your comments as well as alerting us to the encroachment and dumping of yard waste and trash from Arrowtree Apartments. We are working with their management on that issue currently.



Listed below are responses to the various questions asked from your letter:

### A Prime Community

- The Township's Communications Department lead a re-branding effort for the entire Township in 2017. The Park Commission and Parks and Recreation Department have been working toward implementing a program to improve trailhead, directional and park identification signage for all of our parks and have been waiting for the new brand to be approved by the Township Board. Senior Park Naturalist, Kati Adams has lead this park trail signage effort by walking all twenty miles of nature trails in our parks and marking them utilizing GPS coordinates. This information was then utilized to create new trailhead signs and directional signs for most of our parks.
- The only purpose of amending the name of the park from "Natural Area" to "Park" is to clarify that this facility managed by the Park Commission. The Land Preservation Advisory Board has chosen to name the all the Land Preserves "Natural Areas". There is no intent to change the current use. The picnic table and benches will remain in place as well. Nearly 700 acres of our 910 acres of Township-owned parks remain in their natural state.
- Thank you again for alerting us to the encroachment of Arrowtree Apartments. We are working with them currently to get that area cleaned up. We also will be making improvements to that trailhead entrance as well.
- Another effort the Park Commission is undertaking is to improve identification of park boundaries by having them re-surveyed and marked. Marking our corners will help property owners who live adjacent to our parks have a better understanding their boundary.

The Park Commission appreciates the engagement from the Forest Hills Homeowners Association and looks forward to continuing this positive relationship.

Please feel free to contact me directly at 853-4604 if you have further questions. Thank you.

Sincerely,

LuAnn Maisner, CPRP  
Director of Parks and Recreation  
[Maisner@Meridian.mi.us](mailto:Maisner@Meridian.mi.us)

## Stewardship Coordinator Report for 03-08-2018 Meeting

### LINC Meeting - Liaison for Inter Neighborhood Cooperation

- Jon Mayes, Jim Kielbaso and Kelsey Dillon attended
- Invited to speak about the land preservation program and recent acquisitions
- Questions from the committee:
  - Criteria for selecting the parcels to be purchased
  - How does this affect the income collected by the Township
  - What is the land acreage or percentage goal of the program
  - Is there less of a need to protect wetlands and floodplains

### Bird Friendly Community

- Working with the Michigan Audubon Society to be a Bird Friendly Community
- Purple Martin box will be installed on a Township parcel north of Lake Lansing
  - Purple Martin monitoring program
- Possibility of also installing a Chimney Swift nesting box on Township Land

### MSU Deer Study

- Jonathan Trudeau, a PhD candidate at MSU, is performing a deer study across parks and land preserves
- Aims to better understand urban deer distributions (see attached letter)
- Using GPS collars

### Mid-Michigan CISMA Invasive Species Training

- Attended free training with Dave Caszatt
- Spoke with other communities about invasive species management issues

### Towar Woods

- 300 trees, stakes and tubes all ordered
- **Tree planting is April 28<sup>th</sup>!**

### Davis Foster

- Fall burn planned for unit on east side of the road