



AGENDA

CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION
REGULAR MEETING
Tuesday, August 22, 2023 4:30pm
Central Fire Station

REGULAR MEETING – 4:30PM

1. CALL MEETING TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. APPROVAL OF MINUTES
July 11, 2023 Park Commission Regular Meeting Minutes
6. COMMUNICATIONS
 - A. Snell Towar August Schedule
 - B. Summer Concert Series Line-Up
 - C. Calendar of Events
 - D. Follow us on Instagram @meridianparksandrec
7. ACTION ITEMS
 - A. 2024 Budget Requests-Parks
8. PRESENTATION/DISCUSSION ITEMS
 - A. Michigan State University Targeted Anti-Tick Project – Emma Campbell
9. LAND PRESERVATION REPORT – Commissioner Stephens
10. DIRECTOR'S REPORT
11. PUBLIC COMMENTS
12. OTHER MATTERS AND COMMISSIONERS' COMMENTS
13. 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, LuAnn Maisner:
2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: Meridian Township Central Fire Station #91, 5000 Okemos Road, Okemos, MI 48864



5. Approval of Minutes

July 11, 2023



**CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING MINUTES
Central Fire Station
5000 Okemos Road, Okemos, MI 48864
TUESDAY, JULY 11, 2023 4:30 PM**

PRESENT: Chair, Mary Nardo Farris; Vice Chair, Ami Van Antwerp; Commissioner, Amanda Lick; Commissioner, Mark Stephens; Commissioner, Mike McDonald
ABSENT: None
STAFF: LuAnn Maisner, Director of Parks and Recreation; Bridget Cannon, Administrative Assistant

1. CALL MEETING TO ORDER

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

2. ROLL CALL

Chair Nardo-Farris called the roll of the Commission. All park commissioners present.

3. APPROVAL OF AGENDA

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

VOICE VOTE: Motion carried unanimously

4. PUBLIC COMMENTS

NONE

5. APPROVAL OF MINUTES

Commissioner McDonald moved **TO APPROVE THE MAY 9, 2023 REGULAR MEETING MINUTES AS PRESENTED**. Seconded by Commissioner Lick.

VOICE VOTE: Motion carried unanimously.

6. COMMUNICATIONS

NONE

7. ACTION ITEMS

NONE

8. DIRECTOR'S REPORT

Commissioners decided to move Director's Report up to Item 8. and move Discussion Items to Agenda Item 10.

A special thank you to the Meridian Community Band for their performance in the sun and heat on Saturday, June 24. Also, a thank you to the Meridian Historical Village for opening to the public for tours and for their sold out ice cream social at the Celebrate Meridian Festival.

Director Maisner announces her retirement effective January 3, 2024. She will stay on to consult if needed, through June, 2024. The position will be open to both internal and external candidates. Director Maisner has created a great foundation for the Parks and Recreation Department over the last 24 years of service to our community. She wishes the new director to continue the great relationship that has been established between the Township Board and the Park Commission.

The Saturday Farmers' Market and the Summer Concert Series, in conjunction with the Wednesday Farmers' Market, continue to be very successful and the concert series has really grown in popularity this summer.

The Senior Center Task Force is currently on hold. They have made good foundational groundwork, but the funding aspect still is in question.

Snell Towar Recreation Center re-open to the public July, 2024. Prior to this opening, the Center had been closed for five years due to limited staffing. The goal of the reopened Center is to provide programming and activities for residents in Meridian Township. The calendar of events for the recreation center is found on both Meridian Township Parks and Recreation Facebook and Instagram.

A new roof was put on the Barnes House and the Gretenberger Farm House in the historical village recently. New electrical was also put in the barn.

Upcoming event at Marketplace on the Green – Country Night at Marketplace
Saturday, July 15 – 7:00 – 10:00 pm
Upcoming singer/songwriter Jessey Adams to perform

9. LAND PRESERVATION REPORT – Commissioner Stephens

Possible land acquisition presented to Township Board this evening for final decision.

10. DISCUSSION ITEMS

A. 2024 Budget Request

Director Maisner completed the draft budget request for 2024 with the exception of capital improvements. The list below are suggestions for Park Commission consideration:

2024 Proposed Projects for Consideration:

Central Park Pavilion Replacement

The Park Commission budgeted \$100,000 in 2023 to replace the pavilion in Central Park. Our original plan was to utilize the existing pad, demo the structure and construct a new pavilion over the pad. After further review of the project, there is much more that needs to be done to prepare

the site for construction including: demolition of restroom building, replacing pumps in the lift station that serves the Historical Village, grading to improve site drainage, sidewalk replacement, landscaping, electrical and water service, retractable windscreens and pavilion install. The anticipated project cost is \$500,000. Central Park serves as the front yard of our Township Hall and welcomes many youth sports families utilizing the soccer field, pavilion users, visitors to the Historical Village and trail users as well. This site sets the tone for what residents and visitors can expect with the quality of our park system. -- \$400,000

Accessible Canoe and Kayak Launches at Harris Nature Center and Wonch Park

In collaboration with our Okemos/Haslett Rotary Club, Williamston, and Williamstown Township Rotary Clubs, they are funding kiosks along the Red Cedar River with one at HNC and another at Wonch. I met with a representative from E-Z Dock Systems at each site to determine suitability. He estimates the cost installed for each site at \$100,000. It is anticipated that our Rotary Club will fund half of the cost. \$50,000 - \$100,000 should be included in the 2024 budget request.

We are also working on applying to become a recognized Water Trail with the MDNR. Representative Brixie has said we would also be awarded \$50,000 for improvements if we receive this designation.

Design of MSU-LL Trail Hub/Nancy Moore Park Entrance Project

In 2022, the Park Commission acquired, with assistance from the MNRTF, a 3.5-acre parcel on Okemos Road adjacent to Nancy Moore Park. The now-vacant land is being maintained by our maintenance staff until designs and plans are created and approved. No work toward this project has been started at this time, therefore, there is no need to allocate funds for this in 2024.

New Park Signs Phase III

A new signage project began in 2022 with new signs at the Township Hall, Central Park South, Marketplace on the Green and Towner Road Park. In 2023, signs have been ordered and will be installed at the following locations: Hartrick Park, Harris Nature Center, Wonch Park, Ferguson Park Hillbrook Park, Brattin Woods Park, Red Cedar Natural Area, and Orlando Park. More signs are needed to complete the overall project. -- \$100,000

Remove dirt hill from Marketplace on the Green

During construction, dirt from the pavilion development area was relocated to the west side of the property. Marketplace on the Green has proven to be an amenity for community enjoyment. . This site offers existing parking, restrooms and playground. A plan should be created for future development of this site with amenities such as two or three small pavilions, a sidewalk, and a fountain with benches, trees and other landscaping. The fountain can be flat with water spouts for people to engage with on hot days. -- \$30,000 (dirt removal)

The Commissioners discussed all these proposed projects at length as approximately \$400,000 is available from annual tax revenue for capital improvements. Once all the budget figures for staffing, benefits, and other fixed costs are confirmed for 2024, Staff will return with additional information for further discussion at the August meeting.

B. Chief David Hall Recognition

Former Chief of Police, Dave Hall passed away on June 18, 2023 at the age of 70. He led our Police Department until his retirement in 2018 and managed his department with heart and honor. He will always be remembered for his kindness and empathy towards others. Commissioner Lick suggested a memorial garden for former Chief David Hall in the township.

11. PUBLIC COMMENTS

NONE

12. OTHER MATTERS AND COMMISSIONERS' COMMENTS

NONE

13. ADJOURNMENT - Chair Nardo-Farris adjourned the meeting at 5:51 pm.

The next scheduled meeting is **August 8, 2023** at Central Fire Station, 4:30 pm.



6. Communications

A. Snell Towar August Schedule

B. Summer Concert Series Line-Up

C. Calendar of Events - August thru December, 2023

D. Follow us on Instagram @meridianparksandrec

SNELL TOWAR

AUGUST 2023

S	M	T	W	T	F	S
		1 	2	3	4 OPEN CENTER 12:00 pm - 3:00 pm	5
6	7 	8 READ ALONG 5:00 pm - 8:00 pm	9	10	11 VINYL CLUB 6:00 pm - 9:00 pm	12
13	14 OPEN CENTER 12:00 pm - 3:00 pm	15	16 READ ALONG 5:00 pm - 8:00 pm	17 	18 OPEN CENTER 12:00 pm - 3:00 pm	19
20	21	22 OPEN CENTER 6:00 pm - 9:00 pm	23	24 VINYL CLUB 6:00 pm - 9:00 pm	25	26
27	28 OPEN CENTER 12:00 pm - 3:00 pm	29	30	31 OPEN CENTER 12:00 pm - 3:00 pm	1	2

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

LIVE Music at Marketplace on the Green Delta Dental Stage

Summer Concert Series

Join us every Wednesday through September
for FREE LIVE music from local bands.



LIVE Music Wednesdays at 6:00 pm



- **June 7 - Sea Cruisers**
(50s, 60s and 70s)
- **June 14 - Steve Spees**
(Jazz, Blues, Easy Listening, Country & Classic Rock)
- **June 21 - Showdown**
(Michigan's Classic Rock)
- **June 28 - Shellouts**
(Classic Rock favorites)
- **July 5 - Meridian Community Band**
(Connecting our community through Americana music.)
- **July 12 - The Black Barn Band**
(70s to Today's Hits)
- **July 19 - Oxymorons**
(Eclectic list rooted in the 60s and 70s)
- **July 26 - Slick Jimmy**
(80s Pop, Rock, Top 40, Dance, Big Hair, 70s & Country)
- **August 2 - Mike and Lisa**
(Easy listening Jazz favorites)
- **August 9 - Garage Sale Band**
(80s, 90s to current Pop/Rock covers)
- **August 16 - Global Village**
(60s through present day)
- **August 23 - ABC Sisters & the Big Band Theory**
(40s Tribute, big bands of the past)
- **August 30 - Don Middlebrook**
(Trop Rock - wear your Hawaiian shirt)
- **September 6 - Joe Wright**
(Solo Country cover artist)
- **September 13 - Kanin Wren**
(An emerging singer-songwriter a heart of gold and a voice like sunshine)
- **September 20 - Tony Thompson & Friends**
(Soul/Funk, Motown, Dance)
- **September 27 - Dedfoot Duo**
(Blues music)

Sponsored by:

Orthopaedic Rehab Specialists, Fahey Schultz Burzych Rhodes PLC, Midwest Power Equipment, School of Rock East Lansing, Thornton Realty Team powered by Coldwell Banker Realty, Graff Chevrolet of Okemos, and Retractable Solutions Inc.

Mike and Lisa at Marketplace
 Wetland Walk at North Meridian Park
 Turning Back the Pages Summer Camp
 Garage Sale Band at Marketplace
 Karaoke at Marketplace
 Murder Mystery Dinner Fundraiser
 Fantastic Bees and Facts About Them
 Global Village at Marketplace
 Musical Bingo – Adults Night
 Yappy Hour Dog Park Members
 ABC Sisters and the Big Bang Theory Band
 Dogs After Dark
 Steve Spees at Marketplace

August 2
 August 2
 August 7-11
 August 9
 August 10
 August 11
 August 12
 August 16
 August 17
 August 18
 August 23
 August 25
 August 30



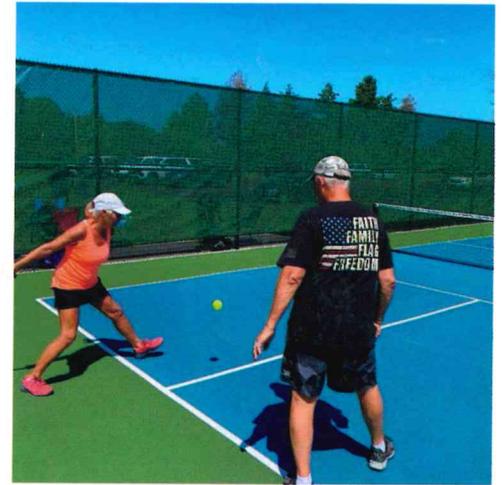
Joe Wright at Marketplace
 Wetland Walk at Davis Foster Preserve
 Tailgate Party
 Invasive Species Field Training
 An Evening With Trees Campfire Program
 Early Fall Nature Tots
 Kanin Wren at Marketplace
 Hello Harvest Moon | Chipmunk Story Time
 Yappy Hour Dog Park Members
 Tony Thompson & Friends at Marketplace
 Fall Wildlife Festival
 Native Seed Collection Workshop
 Dedfoot Duo at Marketplace
 Dogs After Dark

September 6
 September 6
 September 8
 September 9
 September 9
 September 11- October 2
 September 13
 September 14
 September 17
 September 20
 September 23
 September 23
 September 27
 September 29



Early Fall Nature Tots
 Fall Native Plants Sale
 Heritage Festival
 Wine in the Woods
 Night Out in Nature for Kids
 Seed Sorting Party
 Freddie the Leaf | Chipmunk Story Time
 Autumn Color Walk
 Happy "Howl"oween! Large Dog Park
 Halloween Spooktacular at the Market
 Happy "Howl"oween! Small Dog Park
 Dogs After Dark
 Halloween in the Village
 Trailside Ecology | Creepy Cool Critters
 Halloween Party with Apple Bar

October 2
 October 7
 October 7
 October 14
 October 15
 October 18
 October 19
 October 22
 October 24
 October 25
 October 26
 October 27
 October 28
 October 30
 October 31



Late Fall Nature Tots
 Let's Talk Turkey
 Seed Sorting Party
 Giving Thanks | Chipmunk Story Time
 Dogs After Dark

November 6-27
 November 12
 November 15
 November 16
 November 17



Night Out in Nature for Kids
 Wine in the Woods
 Christmas in the Village
 Snow Time | Chipmunk Story Time
 Dogs After Dark
 Critter Holiday
 Santa Paws
 Drive Thru Santa
 Trailside Ecology | Winter Solstice Edition

December 1
 December 9
 December 10
 December 14
 December 15
 December 17
 December 18
 December 19
 December 21

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The "Playbook"

Sign Up for Our New Parks Newsletter



Scan the QR Code or visit,
<https://bit.ly/SignUpMTwpNewsletters>



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@MeridianTwpParksRec



517.853.4600



@meridianparksandrec



parks@meridian.mi.us



7. Action Items

A. 2024 Budget Requests-Parks



To: Park Commissioners
From: LuAnn Maisner CPRP, Director of Parks and Recreation
Date: August 15, 2023
Re: 2024 Budget Requests – Parks

7.A.

Attached are the 2024 Budget requests for Parks for your review. At the July regular meeting, the Commission discussed which capital projects to recommend for 2024. Staff provided the following recommendations for consideration:

Completion of Central Park Pavilion Renovation Project: \$100,000 in 2023; \$350,000 in 2024

Accessible Canoe/Kayak Launches at HNC or Wonch: \$50,000 (1)

Phase III of new Park Sign Replacement Project - \$92,500

Remove Dirt from hill west of Marketplace on the Green – (It was determined at the July meeting to not move forward with this effort until an adopted site plan was in place.)

Nancy Moore Park Entrance- MSU to Lake Lansing Trail Hub project (based on project status, this project did not rank as a priority for 2024.

The Commission desired to extend the conversation to the August meeting. The first three projects listed have preliminarily been added for development in 2024 but can easily be amended if desired following Park Commission action.

Revenue

Park Millage Revenue	\$1,404,400
HNC, Dog Park, Pavilion Rentals	<u>\$ 78,000</u>

Total Anticipated Park Millage Rev \$1,523,750

Expense Budgets include:

Parks and Recreation Administration	\$214,876
Harris Nature Center	\$244,777
Park Maintenance	\$620,519
Park Development	<u>\$492,500</u>

Total Anticipated Park Millage Expense \$1,572,627

Motion for Park Commission Consideration:

MOVE TO APPROVE THE 2024 BUDGET REQUEST FOR PARKS AS PRESENTED.

Parks and Recreation Department 2023 - DRAFT

August 8, 2023

Keeping the community connected and engaged is the top priority for the Parks and Recreation Department. That objective is accomplished in three ways:

1. High standards for park facility maintenance, repair, and renovation.
2. Interesting and captivating programs and special events that meet the diverse interests and needs of residents.
3. Friendly and timely customer service from talented and dedicated staff.

The 2024 budget request for Parks and Recreation was developed to accomplish these objectives.

Highlights for park upkeep and maintenance include:

- Continue new park signage replacement in all Township Parks.
- Continue building repair and maintenance to structures in the Historical Village including painting, roofing, and electrical work with use of dedicated ARPA funds.
- Completion of the Central Park Pavilion renovation project.
- Completion of exterior improvements to Harris Nature Center
- New accessible kayak launch at Wonch Park
- Completion of under-bridge pathway connections to Ferguson and Wonch Parks
- Robotic, electric lawn mower

Highlights of programs and special events include:

- Regular weekly programming at Snell Towar Recreation Center
- Youth and adult sports leagues and Sporties for Shorties
- Harris Nature Center environmental education programs
- Meridian Conservation Corp Land Stewardship Programs
- Deer Management Program
- Farmers Market
- Senior Center operations and Senior Exercise programs
- Celebrate Meridian Festival, Wednesday Night Summer Concert Series, Flashlight Easter Egg Hunt, Heritage Festival, Halloween events, Dog Park Yappy Hours and holiday activities, Teen Karaoke, DJ Music Bingo and much more.

Highlights for support of customer service and maintaining talented and dedicated staff include:

- Support for recreation and land preservation interns that provide professional growth and mentoring opportunities as well as important supplemental staffing for the department.
- Continued support for user-friendly, online recreation program registration through RECPRO.
- One edition of the Prime Meridian Magazine/Family Fun Guide publication for mailing to all residents.
- Continuation of online monthly "Playbook" newsletter
- Wages, benefits and professional growth opportunities through conferences, workshops, and professional memberships, that infuse pride and commitment in the workplace.

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
ESTIMATED REVENUES							
Dept 000.000							
TAXES							
208-000.000-405.030	PARK MILLAGE	1,253,007	1,280,000	1,305,798	1,305,798	1,404,400	
208-000.000-412.000	DELINQUENT PROPERTY TAXES	668	250	795	795	250	
	TAXES	1,253,675	1,280,250	1,306,593	1,306,593	1,404,650	
INTERGOVERNMENTAL							
208-000.000-566.020	CTL PK N PHASE 2 GRANT REVENUE	27,250					
208-000.000-566.030	HARRIS CENTER GRANT REVENUE	5,000					
208-000.000-566.040	SYLVAN GLEN/LEGG GRANT REVENUE						
208-000.000-566.050	FERGUSON PARK GRANT						
208-000.000-566.060	N MERIDIAN RD PARK GRANT REV						
	INTERGOVERNMENTAL	32,250					
LOCAL DONATIONS							
208-000.000-566.090	Recreation Program Grant	11,370					
208-000.000-675.000	MISCELLANEOUS	11,370					
	LOCAL DONATIONS	22,740					
UNK REV							
208-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHA	5,597	5,600	7,091	7,091	5,600	
208-000.000-581.000	OTHER INTRGOVTL REVENUE	120,645					
208-000.000-669.000	Unrealized invest gain/loss						
208-000.000-670.400	TRANSFER IN FROM OTHER FUNDS						
208-000.000-674.150	DONATIONS	1,000	500	1,872	1,872	500	
208-000.000-683.040	PARK MILLAGE CARRYOVER						
	UNK_REV	127,242	6,100	8,963	8,963	6,100	
INTEREST							
208-000.000-665.000	INTEREST	3,603	1,000	26,528	42,000	35,000	
	INTEREST	3,603	1,000	26,528	42,000	35,000	
OTHER REVENUES							
208-000.000-667.000	RENTALS	13,125	15,000	14,961	16,000	15,000	
208-000.000-667.020	HARRIS CENTER	57,870	55,000	52,756	55,000	55,000	
208-000.000-667.060	DOG PARKS	8,971	8,000	5,480	8,000	8,000	
	OTHER REVENUES	79,966	78,000	73,197	79,000	78,000	
CHARGES FOR SERVICES							
208-000.000-683.000	CARRYOVER						
	CHARGES FOR SERVICES						
OPERATING TRANSFER IN							
208-000.000-699.000	OPERATING TRANSFER IN						
	OPERATING TRANSFER IN						
Totals for dept 000.000 -							
		1,508,106	1,365,350	1,415,281	1,436,556	1,523,750	
Dept 750.756 - Harris Nature Center							
UNK REV							
208-750.756-606.700	Contract Programs						
	UNK_REV						
Totals for dept 750.756 - Harris Nature Center							

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
ESTIMATED REVENUES							
TOTAL ESTIMATED REVENUES							
		1,508,106	1,365,350	1,415,281	1,436,556	1,523,750	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.753 - PARKS AND RECREATION ADMIN.							
PERSONNEL COSTS							
208-750.753-701.000 *	SALARIES	111,107	134,265	55,606	134,265	118,323	
208-750.753-701.080 *	SALARIES - TEMPORARY	11,966	12,600		10,000	13,440	
208-750.753-701.300	COL WAGE ADJUSTMENT						
208-750.753-702.000	SICK LEAVE INCENTIVE PAY						
208-750.753-706.000	OVERTIME	33	400	291	400	400	
208-750.753-709.000	ICMA CONTRIBUTION	312	300	162	300	175	
208-750.753-710.000	LONGEVITY	1,120	1,120		1,120		
208-750.753-714.000	FICA	9,387	11,374	4,223	11,374	10,124	
208-750.753-715.000	HEALTH INSURANCE	13,436	14,553	7,845	14,553	24,711	
208-750.753-715.010	INSURANCE OPT OUT	1,688	2,250				
208-750.753-716.000	LIFE/DISABILITY INSURANCE	552	806	395	806	710	
208-750.753-717.000	PENSION	9,225	11,600	4,595	11,600	10,081	
208-750.753-717.500	VantageCare	2,114	2,685	1,112	2,685	2,366	
208-750.753-718.000	WORKERS COMPENSATION	1,209	2,961	715	2,961	3,146	
208-750.753-719.000	FRINGE BENEFIT LIABILITY						
	PERSONNEL COSTS	162,149	194,914	74,944	190,064	183,476	
OPERATING COSTS							
208-750.753-728.000	OPERATING SUPPLIES	1,211	1,200	7	1,200	1,200	
208-750.753-825.000 *	PROFESSIONAL CONFERENCES/DUES	100	1,750		1,700	1,700	
208-750.753-827.000	RADIO MAINTENANCE						
208-750.753-865.000	GASOLINE						
208-750.753-870.000	MILEAGE	236	300	126	300	300	
208-750.753-880.000 *	COMMUNITY PROMOTION	1,304	4,000	134	4,000	4,000	
208-750.753-888.000	RECYCLING						
208-750.753-889.000	LAKE LANSING CLEAN UP						
208-750.753-955.000	MISCELLANEOUS						
208-750.753-965.000	Property Taxes	1,085	1,150	1,619	1,619	1,700	
	OPERATING COSTS	3,936	8,400	1,886	8,819	8,900	
OUTSIDE SERVICES							
208-750.753-807.000	AUDIT						
208-750.753-808.000	LEGAL FEES					2,500	
208-750.753-820.010	CONTRACTUAL SERVICES-BWL						
208-750.753-820.020	SEWER CLEANING-SANITARY						
208-750.753-821.000 *	PROFESSIONAL SERVICES	1,720	20,000		10,000	20,000	
	OUTSIDE SERVICES	1,720	20,000		10,000	22,500	
EQUIPMENT CHARGES							
208-750.753-950.000	Vehicle Charges						
EQUIPMENT CHARGES							
CAPITAL COSTS							
208-750.753-972.030	MUNIC BLDG EXPANSION CONSTRUCTN						
208-750.753-974.000	CONSTRUCTION/IMPROVEMENTS						
208-750.753-978.000	SOFTWARE						
208-750.753-980.000	OFFICE EQUIPMENT & FURNITURE						
CAPITAL COSTS							
UNK EXP							
208-750.753-995.005	OP TRANS OUT TO MOTOR POOL						
UNK_EXP							

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.753 - PARKS AND RECREATION ADMIN.							
0000							
208-750.753-999.999	CONTRIBUTION TO CARRYOVER						
0000							
	Totals for dept 750.753 - PARKS AND RECREATION ADMIN	167,805	223,314	76,830	208,883	214,876	
* NOTES TO BUDGET: DEPARTMENT 750.753 PARKS AND RECREATION ADMIN.							
701.000	SALARIES						
	(2024) 50% DIRECTOR, 20% STEWARDSHIP COORDINATOR, 50%ADMIN ASST						
701.080	SALARIES - TEMPORARY						
	FOOTNOTE AMOUNTS:		3,600				
	(2023) 50% PARK RANGER \$15 X 30HRS X 16WKS					3,840	
	FOOTNOTE AMOUNTS:		9,000				
	(2023) 50% INTERN \$15 X 40HRS X 30WKS					9,600	
	FOOTNOTE AMOUNTS:						
	(2024) 50% PARK RANGER \$16 X 30HRS X 16WKS						
	FOOTNOTE AMOUNTS:						
	(2024) 50% INTERN \$16 X 40HRS X 30WKS						
	ACCOUNT '701.080' TOTAL		12,600			13,440	
825.000	PROFESSIONAL CONFERENCES/DUES						
	FOOTNOTE AMOUNTS:		1,000				
	(2023) DUES MRPA, NRPA, SMRPA,						
	FOOTNOTE AMOUNTS:		750				
	(2023) 50% MRPA CONFERENCE						
	ACCOUNT '825.000' TOTAL		1,750				
880.000	COMMUNITY PROMOTION						
	FOOTNOTE AMOUNTS:		1,200				
	(2023) DRONE FOOTAGE OF PARKS,						
	FOOTNOTE AMOUNTS:		800				
	(2023) VOLUNTEER RECOGNITION						
	FOOTNOTE AMOUNTS:		2,000				
	(2023) VIDEO FOR ABLE EYES POSTING - ACCESSIBILITY						
	ACCOUNT '880.000' TOTAL		4,000				
821.000	PROFESSIONAL SERVICES						
	FOOTNOTE AMOUNTS:		10,000				
	(2023) ENGINEERING - FERGUSON PARK CANOE LANDING						
	FOOTNOTE AMOUNTS:		10,000				
	(2023) MSU-LL TRAIL HUB DESIGN						
	ACCOUNT '821.000' TOTAL		20,000				
	DEPT '750.753' TOTAL		38,350				
	TOTAL APPROPRIATIONS	167,805	223,314	76,830	208,883	214,876	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
	BEGINNING FUND BALANCE	218,263	50,458	871,731	871,731	662,848	662,848
	ENDING FUND BALANCE	50,458	(172,856)	794,901	662,848	447,972	662,848

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	THRU 12/31/23	2023 ACTIVITY	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS								
Dept 750.753 - PARKS AND RECREATION ADMIN.								
(2023) VIDEO FOR ABLE EYES POSTING - ACCESSIBILITY								
	ACCOUNT '880.000' TOTAL		4,000					
PROFESSIONAL SERVICES								
FOOTNOTE AMOUNTS:								
(2023)	ENGINEERING - FERGUSON PARK CANOE LANDING		10,000					
FOOTNOTE AMOUNTS:								
(2023)	MSU-LL TRAIL HUB DESIGN		10,000					
	ACCOUNT '821.000' TOTAL		20,000					
	DEPT '750.753' TOTAL		38,350				13,440	
Dept 750.756 - Harris Nature Center								
PERSONNEL COSTS								
208-750.756-701.000	* SALARIES	83,109	87,328		51,808	87,328	89,325	
208-750.756-701.080	* SALARIES - TEMPORARY	26,095	33,400		21,695	33,400	40,000	
208-750.756-701.300	COL WAGE ADJUSTMENT							
208-750.756-702.000	SICK LEAVE INCENTIVE PAY							
208-750.756-706.000	OVERTIME	4,724	3,000		3,174	3,500	3,500	
208-750.756-709.000	ICMA CONTRIBUTION	375	350		325	350	350	
208-750.756-710.000	LONGEVITY	384	512		384	512	832	
208-750.756-714.000	FICA	8,780	9,531		5,916	9,531	10,260	
208-750.756-715.000	HEALTH INSURANCE	21,159	22,370		12,865	22,370	22,480	
208-750.756-715.010	INSURANCE OPT OUT	1,800	1,800		1,050	1,800	1,800	
208-750.756-716.000	LIFE/DISABILITY INSURANCE	355	524		257	524	540	
208-750.756-717.000	PENSION	7,877	8,900		5,181	8,900	15,020	
208-750.756-717.500	VantageCare	1,575	1,747		1,036	1,747	1,790	
208-750.756-718.000	WORKERS COMPENSATION	894	2,900		700	2,900	2,880	
208-750.756-719.000	FRINGE BENEFIT LIABILITY							
	PERSONNEL COSTS	157,127	172,362		104,391	172,862	188,777	
OPERATING COSTS								
208-750.756-728.000	OPERATING SUPPLIES	13,456	18,000		8,162	18,000	18,000	
208-750.756-750.000	PUBLICATIONS							
208-750.756-825.000	* PROFESSIONAL CONFERENCES/DUES	2,002	2,000		197	2,000	2,500	
208-750.756-870.000	MILEAGE	22	500		75	500	500	
208-750.756-888.000	RECYCLING							
208-750.756-889.000	LAKE LANSING CLEAN UP							
208-750.756-920.000	UTILITIES-ELECTRIC/GAS/WATER	9,693	10,000		6,095	10,000	10,000	
208-750.756-934.000	GROUNDS MAINTENANCE							
208-750.756-955.000	MISCELLANEOUS							
	OPERATING COSTS	25,173	30,500		14,529	30,500	31,000	
OUTSIDE SERVICES								
208-750.756-820.000	* CONTRACTUAL SERVICES	26,113	15,200		7,239	15,200	15,000	
208-750.756-820.010	CONTRACTUAL SERVICES-BWL							
208-750.756-820.020	SEWER CLEANING-SANITARY							
208-750.756-828.000	SOLID WASTE CONTAINER SERVICES							
	OUTSIDE SERVICES	26,113	15,200		7,239	15,200	15,000	
CAPITAL COSTS								
208-750.756-972.030	MUNIC BLDG EXPANSION CONSTRUCTN							
208-750.756-974.000	* CONSTRUCTION/IMPROVEMENTS		15,000			15,000	10,000	
208-750.756-980.000	OFFICE EQUIPMENT & FURNITURE							
	CAPITAL COSTS		15,000			15,000	10,000	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS						
Dept 750.756 - Harris Nature Center						
UNK_EXP						
208-750.756-995.005	OP TRANS OUT TO MOTOR POOL					
UNK_EXP						
0000						
208-750.756-999.999	CONTRIBUTION TO CARRYOVER					
0000						
Totals for dept 750.756 - Harris Nature Center		208,413	233,062	233,562	244,777	
* NOTES TO BUDGET: DEPARTMENT 750.756 Harris Nature Center						
701.000	SALARIES					
701.080	(2024) PARK NATURALIST ; 40% PARKS & LAND SUPT					
	SALARIES - TEMPORARY					
	FOOTNOTE AMOUNTS:		33,400			
	(2023) ASSISTANT NATURALISTS				20,000	
	FOOTNOTE AMOUNTS:					
	(2024) ASSISTANT NATURALIST PART-TIME \$16/HOURX24HRX52WKS)				20,000	
	FOOTNOTE AMOUNTS:					
	(2024) SEASONAL ASSISTANT NATURALISTS @ \$16/HR		33,400		40,000	
	ACCOUNT '701.080' TOTAL					
825.000	PROFESSIONAL CONFERENCES/DUES					
	FOOTNOTE AMOUNTS:				2,500	
	(2024) NAAEE CONFERENCE AND MEMBERSHIPS; NAI MEMBERSHIPS AND CEUS					
820.000	CONTRACTUAL SERVICES					
	FOOTNOTE AMOUNTS:		10,500			
	(2023) CUSTODIAL					
	FOOTNOTE AMOUNTS:		750			
	(2023) TRASH AND RECYCLING					
	FOOTNOTE AMOUNTS:		250			
	(2023) ANNUAL GENERATOR MAINTENANCE					
	FOOTNOTE AMOUNTS:		300			
	(2023) ANNUAL HEALTH INSPECTION					
	FOOTNOTE AMOUNTS:		2,000			
	(2023) OUTDOOR RESTROOM MAINTENANCE					
	FOOTNOTE AMOUNTS:		400			
	(2023) WASTE WATER TREATMENT CONTRACT					
	FOOTNOTE AMOUNTS:		1,000			
	(2023) TREE MAINT, INTERNET, COPY MACHINE, PEST CONTROL					
	FOOTNOTE AMOUNTS:					
	(2024) CUSTODIAL; ANNUAL GENERATOR MAINT; TREE MAINT; INTERNET; COPY MACHINE; OUTDOOR RESTROOM MAINT; ANNUAL SEPTIC FIELD INSPEC; TRASH AND RECYCLING;					15,000
	ACCOUNT '820.000' TOTAL					15,000
974.000	CONSTRUCTION/IMPROVEMENTS					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.756 - Harris Nature Center							
FOOTNOTE AMOUNTS:							
	(2023) EXTERIOR MAINTENANCE		15,000				
FOOTNOTE AMOUNTS:							
	(2024) COMPLETION OF BUILDING EXTERIOR PROJECT						
	ACCOUNT '974.000' TOTAL		15,000			10,000	
	DEPT '750.756' TOTAL		63,600			67,500	
Dept 750.758 - Park Maintenance							
PERSONNEL COSTS							
208-750.758-701.000	* SALARIES	160,844	168,194	103,941	168,194	177,422	
208-750.758-701.080	* SALARIES - TEMPORARY	4,761	9,600	3,910	9,600	10,240	
208-750.758-701.300	COL WAGE ADJUSTMENT						
208-750.758-702.000	SICK LEAVE INCENTIVE PAY						
208-750.758-706.000	OVERTIME	4,869	6,000	2,959	6,000	6,000	
208-750.758-709.000	ICMA CONTRIBUTION	857	800	743	800	800	
208-750.758-710.000	LONGEVITY	832	896	512	896	900	
208-750.758-714.000	FICA	13,872	14,867	8,931	14,867	15,720	
208-750.758-715.000	HEALTH INSURANCE	59,683	65,547	36,731	65,547	65,800	
208-750.758-715.010	INSURANCE OPT OUT	900	900	525	900	900	
208-750.758-716.000	LIFE/DISABILITY INSURANCE	710	1,009	494	1,009	1,070	
208-750.758-717.000	PENSION	6,477	8,600	4,944	8,600	15,824	
208-750.758-717.500	VantageCare	3,031	3,364	2,079	3,364	3,550	
208-750.758-718.000	WORKERS COMPENSATION	2,313	5,401	1,304	5,401	5,550	
208-750.758-719.000	FRINGE BENEFIT LIABILITY						
PERSONNEL COSTS							
		259,149	285,178	167,073	285,178	303,776	
OPERATING COSTS							
208-750.758-727.000	LICENSES	7,782	6,600	3,343	6,600	7,850	
208-750.758-728.000	* OPERATING SUPPLIES	28,053	65,000	18,817	60,000	60,000	
208-750.758-750.000	PUBLICATIONS						
208-750.758-760.000	UNIFORMS						
208-750.758-761.000	CLOTHING ALLOWANCE	2,411	2,250	2,089	2,500	2,500	
208-750.758-819.000	TRAINING	1,415	1,000	683	1,000	1,000	
208-750.758-825.000	* PROFESSIONAL CONFERENCES/DUES		600	9	600	600	
208-750.758-827.000	RADIO MAINTENANCE	902	1,000	1,165	1,000	1,000	
208-750.758-865.000	GASOLINE						
208-750.758-880.000	COMMUNITY PROMOTION						
208-750.758-888.000	RECYCLING						
208-750.758-889.000	LAKE LANSING CLEAN UP						
208-750.758-920.000	UTILITIES-ELECTRIC/GAS/WATER	6,948	2,000	483	2,000	2,000	
208-750.758-934.000	* GROUNDS MAINTENANCE	1,851	20,000	3,052	20,000	20,000	
208-750.758-935.000	VEHICLE MAINTENANCE						
208-750.758-936.000	EQUIPMENT MAINTENANCE		600		600	600	
OPERATING COSTS							
		49,362	99,050	29,641	94,300	95,550	
OUTSIDE SERVICES							
208-750.758-820.000	* CONTRACTUAL SERVICES	47,294	75,000	9,425	75,000	100,000	
208-750.758-820.010	CONTRACTUAL SERVICES-BWL						
208-750.758-820.020	SEWER CLEANING-SANITARY	1,500	2,000		2,000	2,000	
208-750.758-828.000	* SOLID WASTE CONTAINER SERVICES		2,500	2,500	2,500	3,000	
OUTSIDE SERVICES							
		48,794	79,500	9,425	79,500	105,000	
EQUIPMENT CHARGES							
208-750.758-950.000	Vehicle Charges	75,175	75,175	43,852	75,175	82,693	
EQUIPMENT CHARGES							
		75,175	75,175	43,852	75,175	82,693	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.758 - Park Maintenance							
CAPITAL COSTS							
208-750.758-972.030	MUNIC BLDG EXPANSION CONSTRCTN	4,456	7,000	3,762	7,000	26,000	
208-750.758-974.000	CONSTRUCTION/IMPROVEMENTS	4,456	7,000	3,762	7,000	26,000	
208-750.758-979.000	* MACHINERY AND EQUIPMENT						
CAPITAL COSTS							
UNK EXP							
208-750.758-956.095	DOG PARK EXPENSE	3,976	5,500	3,776	5,500	7,500	
208-750.758-995.005	OP TRANS OUT TO MOTOR POOL						
UNK_EXP		3,976	5,500	3,776	5,500	7,500	
0000							
208-750.758-999.999	CONTRIBUTION TO CARRYOVER						
0000							
Totals for dept 750.758 - Park Maintenance		440,912	551,403	257,529	546,653	620,519	
* NOTES TO BUDGET: DEPARTMENT 750.758 Park Maintenance							
701.000	SALARIES						
(2024)	20% PARKS & LAND SUPT & 3 UTILITY WORKERS						
701.080	SALARIES - TEMPORARY						
(2023)	40HRS X 16 WKS X \$15 X 1		9,600			10,240	
(2024)	SEASONAL/TEMP STAFF \$16/HOUR - 40 HRS/WEEK - 16 WEEKS					10,240	
	ACCOUNT '701.080' TOTAL		9,600				
728.000	OPERATING SUPPLIES						
(2023)	STONE DUST, SAND, TABLES, TRASH CONTAINERS, BENCHES, FIELDS, FIELD PAINT, TRAIL MAINT, NETS, PAPER SUPPLIES		60,000			60,000	
(2023)	PLAYGROUND REPAIR SUPPLIES		5,000			60,000	
(2024)	PLAYGROUND REPAIRS; ATHLETIC FIELD SUPPLIES; PARK FURNISHINGS; IRRIGATION MAINT.; RESTROOM AND CLEANING SUPPLIES					60,000	
	ACCOUNT '728.000' TOTAL		65,000			60,000	
825.000	PROFESSIONAL CONFERENCES/DUES						
(2023)	GREAT LAKES PARK TRAINING INSTITUTE		600				
934.000	GROUNDS MAINTENANCE						
(2023)	TOPSOIL, SEED, TREES, SHRUBS, SAFETY SURFACE, SAND, STONE DUST		20,000			20,000	
(2024)	GRASS SEED; MULCH; TOPSOIL; PLAYGROUND IMPACT MATERIAL					20,000	
	ACCOUNT '934.000' TOTAL		20,000			20,000	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.758 - Park Maintenance							
820.000	CONTRACTUAL SERVICES						
	FOOTNOTE AMOUNTS:		55,000				
	(2023) MOSQUITO SPRAY, WEED CONTROL, TREE REMOVAL, PORTA JONS, WASTE WATER TREATMENT CONTRACT, PEST CONTROL					100,000	
	FOOTNOTE AMOUNTS:		20,000				
	(2023) PARKING LOT MAINTENANCE						
	FOOTNOTE AMOUNTS:						
	(2024) MOSQUITO AND WEED TREATMENTS; PORT-A-JOHNS; TREE/STUMP WORK; PARKING LOT MAINTENANCE					100,000	
	ACCOUNT '820.000' TOTAL		75,000			100,000	
828.000	SOLID WASTE CONTAINER SERVICES						
	FOOTNOTE AMOUNTS:						
	(2024) GRANGER WASTE SERVICES					3,000	
979.000	MACHINERY AND EQUIPMENT						
	FOOTNOTE AMOUNTS:		7,000				
	(2023) 50% FIELD ROLLER, TRIMMERS, BLOWERS, TOOLS					11,000	
	FOOTNOTE AMOUNTS:						
	(2024) MAINTENANCE TOOLS AND EQUIPMENT					15,000	
	FOOTNOTE AMOUNTS:						
	(2024) LARGE ROBOTIC MOWER		7,000			26,000	
	ACCOUNT '979.000' TOTAL		177,200		60,000	219,240	
Dept 750.759 - Park Development							
OTHER							
208-750.759-992.000	DEBT SERVICE						
	OTHER						
OPERATING COSTS							
208-750.759-882.000	Recreation Grants						
208-750.759-934.000	GROUNDS MAINTENANCE						
	OPERATING COSTS						
OUTSIDE SERVICES							
208-750.759-810.000	ADVERTISING						
208-750.759-820.010	CONTRACTUAL SERVICES-BWL						
	OUTSIDE SERVICES						
CAPITAL COSTS							
208-750.759-971.000	LAND ACQUISITION						
208-750.759-974.000	* CONSTRUCTION/IMPROVEMENTS	37,506	200,000	78,731	265,000	492,500	
	CAPITAL COSTS	37,506	200,000	78,731	265,000	492,500	
0000							
208-750.759-999.999	CONTRIBUTION TO CARRYOVER						
0000							
Totals for dept 750.759 - Park Development		37,506	200,000	78,731	265,000	492,500	
* NOTES TO BUDGET:	DEPARTMENT 750.759 Park Development						
974.000	CONSTRUCTION/IMPROVEMENTS						

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.759 - Park Development							
	FOOTNOTE AMOUNTS:						
(2023)	CENTRAL PARK PAVILION RENOVATION		100,000				
	FOOTNOTE AMOUNTS:						
(2023)	NEW PARK SIGNS		100,000				
	FOOTNOTE AMOUNTS:						
(2024)	CENTRAL PARK PAVILION, KAYAK LAUNCH			365,000	365,000	400,000	
	FOOTNOTE AMOUNTS:						
(2024)	NEW PARK SIGNS		200,000		365,000	92,500	
	FOOTNOTE AMOUNTS:		200,000		365,000	492,500	
	ACCOUNT '974.000' TOTAL						
	DEPT '750.759' TOTAL	854,636	1,207,779	539,249	1,254,098	1,572,672	
TOTAL APPROPRIATIONS							
NET OF REVENUES/APPROPRIATIONS - FUND 208							
	BEGINNING FUND BALANCE	653,470	157,571	876,032	182,458	(48,922)	
	ENDING FUND BALANCE	218,263	871,733	871,731	871,731	1,054,189	1,054,189
	ENDING FUND BALANCE	871,733	1,029,304	1,747,763	1,054,189	1,005,267	1,054,189

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.753 - PARKS AND RECREATION ADMIN.							
PERSONNEL COSTS							
101-750.753-701.000	* SALARIES	78,835	89,646	49,661	89,646	120,000	
101-750.753-701.080	* SALARIES - TEMPORARY	10,102	11,700	6,783	11,700	13,440	
101-750.753-702.000	SICK LEAVE INCENTIVE PAY						
101-750.753-706.000	* OVERTIME	5,022	5,000	9,164	9,015	9,000	
101-750.753-709.000	ICMA CONTRIBUTION	134	125	116	125	250	
101-750.753-710.000	LONGEVITY	640	640		640		
101-750.753-714.000	FICA	7,079	8,194	4,976	8,194	10,465	
101-750.753-715.000	HEALTH INSURANCE	9,350	10,508	6,014	10,508	21,500	
101-750.753-715.010	INSURANCE OPT OUT						
101-750.753-716.000	LIFE/DISABILITY INSURANCE	355	538	263	538	690	
101-750.753-717.000	PENSION	7,058	7,500	5,036	7,500	10,000	
101-750.753-717.500	VantageCare	1,523	1,793	993	1,793	2,290	
101-750.753-718.000	WORKERS COMPENSATION	460	2,366	571	2,366	3,100	
	PERSONNEL COSTS	120,558	138,010	83,577	142,025	190,735	
OPERATING COSTS							
101-750.753-728.000	OPERATING SUPPLIES	1,949	4,000	1,738	4,000	4,000	
101-750.753-750.000	PUBLICATIONS						
101-750.753-825.000	* PROFESSIONAL CONFERENCES/DUES	970	1,550		1,550	2,500	
101-750.753-826.000	COMPUTER SERVICES/SUPPLIES						
101-750.753-827.000	RADIO MAINTENANCE						
101-750.753-865.000	GASOLINE						
101-750.753-870.000	MILEAGE	26					
101-750.753-880.000	* COMMUNITY PROMOTION	7,490	33,100	17,191	33,100	32,300	
101-750.753-882.000	Recreation Grants						
101-750.753-882.500	* Recreation Program Expenses	23,309	50,000	10,346	50,000	35,000	
101-750.753-882.601	Oaks Soccer						
101-750.753-882.602	Oaks Football						
101-750.753-882.603	Oaks Misc						
101-750.753-935.000	VEHICLE MAINTENANCE						
	OPERATING COSTS	33,744	88,650	29,275	88,650	73,800	
OUTSIDE SERVICES							
101-750.753-808.000	LEGAL FEES						
101-750.753-810.000	ADVERTISING						
101-750.753-821.000	* PROFESSIONAL SERVICES	533	6,500		6,500	6,500	
	OUTSIDE SERVICES	533	6,500		6,500	6,500	
EQUIPMENT CHARGES							
101-750.753-942.000	EQUIPMENT RENTAL						
	EQUIPMENT CHARGES						
CAPITAL COSTS							
101-750.753-975.000	* PARK DEVELOPMENT						
101-750.753-978.000	SOFTWARE						
101-750.753-980.000	OFFICE EQUIPMENT & FURNITURE						
101-750.753-981.000	VEHICLES						
	CAPITAL COSTS						
Totals for dept 750.753 - PARKS AND RECREATION ADMIN							
		154,835	233,160	112,852	237,175	271,035	

* NOTES TO BUDGET: DEPARTMENT 750.753 PARKS AND RECREATION ADMIN.

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
701.000	Dept 750.753 - PARKS AND RECREATION ADMIN. SALARIES						
	(2024) .5 - DIRECTOR, .5-ADMIN ASST, .2-STEWARDSHIP COORDINATOR						
701.080	SALARIES - TEMPORARY						
	FOOTNOTE AMOUNTS:		7,200				
	(2023) PARK RANGER \$15 X 30HRS X 16WKS					3,840	
	FOOTNOTE AMOUNTS:		4,500				
	(2023) \$50 INTERN \$15 X 40 X 15WKS						
	FOOTNOTE AMOUNTS:						
	(2024) PARK RANGER \$16 X 30HRS X 16WKS 50%						
	FOOTNOTE AMOUNTS:					9,600	
	(2024) 50% OF INTERN \$16X40HRSX30WKS						
	ACCOUNT '701.080' TOTAL		11,700			13,440	
706.000	OVERTIME						
	FOOTNOTE AMOUNTS:		5,000				
	(2023) DEER MANAGEMENT				8,400	8,500	
	FOOTNOTE AMOUNTS:						
	(2024) DEER MANAGEMENT UTILITY WORKER OT						
	ACCOUNT '706.000' TOTAL		5,000		8,400	8,500	
825.000	PROFESSIONAL CONFERENCES/DUES						
	(2024) MPARKS, SMRPA, NRPA DUES; MPARKS CONFERENCE IN KALAMAZOO						
880.000	COMMUNITY PROMOTION						
	FOOTNOTE AMOUNTS:		400				
	(2023) LOVE A PARK DAY						
	FOOTNOTE AMOUNTS:		500				
	(2023) HERITAGE FESTIVAL						
	FOOTNOTE AMOUNTS:		400				
	(2023) FLAGS OVER MERIDIAN						
	FOOTNOTE AMOUNTS:		800				
	(2023) SUPPORT FOR MERIDIAN GARDEN CLUB						
	FOOTNOTE AMOUNTS:		16,000				
	(2023) FRIENDS OF HISTORIC MERIDIAN MAINTENANCE SUPPORT PER MOU						
	FOOTNOTE AMOUNTS:		15,000				
	(2023) CELEBRATE MERIDIAN						
	FOOTNOTE AMOUNTS:					10,000	
	(2024) HISTORICAL VILLAGE MAINTENANCE REIMBURSEMENT						
	FOOTNOTE AMOUNTS:					1,000	
	(2024) FLAGS OVER MERIDIAN						
	FOOTNOTE AMOUNTS:					800	
	(2024) MERIDIAN GARDEN CLUB FLOWERS						
	FOOTNOTE AMOUNTS:					1,000	
	(2024) HERITAGE FESTIVAL						
	FOOTNOTE AMOUNTS:					1,000	
	(2024) CHINESE NEW YEAR						
	FOOTNOTE AMOUNTS:					18,000	
	(2024) CELEBRATE MERIDIAN						
	FOOTNOTE AMOUNTS:					500	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.753 - PARKS AND RECREATION ADMIN.							
(2024) LOVE A PARK DAY							
ACCOUNT '880.000' TOTAL							
882.500	Recreation Program Expenses		33,100			32,300	
	FOOTNOTE AMOUNTS:		40,000				
(2023)	DEER MANAGEMENT		10,000				
	FOOTNOTE AMOUNTS:						
(2023)	MARKETPLACE EVENTS					35,000	
	FOOTNOTE AMOUNTS:						
(2024)	DEER MGT EXPENSES					11,000	
	FOOTNOTE AMOUNTS:						
DENIED (2024)	ONE ISSUE OF FAMILY FUN GUIDE PRINTING AND MAILING		50,000			46,000	
	ACCOUNT '882.500' TOTAL						
821.000	PROFESSIONAL SERVICES						
	FOOTNOTE AMOUNTS:		6,500				
(2023)	REC PRO						
975.000	PARK DEVELOPMENT						
	FOOTNOTE AMOUNTS:		20,000				
(2023)	HISTORICAL VILLAGE BUILDING IMPROVEMENTS		126,300		8,400	100,240	
	DEPT '750.753' TOTAL						
Dept 750.754 - Recreation							
PERSONNEL COSTS							
101-750.754-701.000	SALARIES	67,759	64,225	72,660	120,000	124,168	
101-750.754-701.080	* SALARIES - TEMPORARY	8,097	18,000	613	18,000	10,000	
101-750.754-702.000	SICK LEAVE INCENTIVE PAY						
101-750.754-706.000	OVERTIME	7,493	5,500	3,784	5,500	5,500	
101-750.754-709.000	ICMA CONTRIBUTION	286	250	464	500	500	
101-750.754-710.000	LONGEVITY	1,280	1,280	1,280	1,280	1,280	
101-750.754-714.000	FICA	6,193	6,828	5,784	11,000	10,821	
101-750.754-715.000	HEALTH INSURANCE	7,116	7,841	5,247	15,705	15,727	
101-750.754-715.010	INSURANCE OPT OUT						
101-750.754-716.000	LIFE/DISABILITY INSURANCE	276	385	189	711	745	
101-750.754-717.000	PENSION	6,471	7,000	7,266	12,401	12,967	
101-750.754-717.500	VantageCare	1,294	1,284	1,453	2,370	2,483	
101-750.754-718.000	WORKERS COMPENSATION	1,222	2,516	608	4,086	4,007	
	PERSONNEL COSTS	107,487	115,109	99,348	191,553	188,198	
OPERATING COSTS							
101-750.754-728.000	OPERATING SUPPLIES		2,000	538	2,000	2,900	
101-750.754-825.000	* PROFESSIONAL CONFERENCES/DUES	1,105	100		100	100	
101-750.754-870.000	MILFAGE						
101-750.754-882.500	* Recreation Program Expenses	20,934	20,000	6,537	20,000	28,000	
101-750.754-882.501	Sporties for Shorties	2,002	2,500	92	2,500	3,000	
101-750.754-882.502	Sand Volleyball						
101-750.754-882.503	Adult Softball						
101-750.754-882.504	Adult Basketball						
101-750.754-882.505	Special Events						
101-750.754-882.506	SNELL TOWAR RECREATION CENTER		4,000	373	4,000	5,000	
101-750.754-882.507	ADULT SPORTS	3,072				4,000	

BUDGET REPORT FOR MERIDIAN TWP
 Fund: 101 GENERAL FUND
 Calculations as of 12/31/2023

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.754 - Recreation							
OPERATING COSTS							
101-750.754-882.601	Oaks Soccer	13,069	14,000		14,000	14,500	
101-750.754-882.602	Oaks Football	2,090	3,000		3,000	3,000	
101-750.754-882.603	Oaks Misc						
101-750.754-882.801 *	HYRA Basketball	6,028	5,800	7,478	7,500	8,000	
101-750.754-882.802	HYRA Baseball/Softball	1,726	1,300	55	1,300	1,600	
101-750.754-882.803	HYRA Flag Football	1,500	2,800		2,800	2,800	
101-750.754-882.804	HYRA Soccer	2,410	2,800		2,800	2,800	
101-750.754-882.805 *	HYRA - Misc.	10,119	15,000		15,000	16,000	
101-750.754-882.806	HYRA-LACROSSE						
101-750.754-882.850	HBL EXPENDITURES						
101-750.754-882.900	OBSC Expenditures						
101-750.754-882.910	YOUTH BASEBALL/SOFTBALL	19,002	21,000	9,830	21,000	22,000	
101-750.754-882.950	WILLIAMSTON REC EXPENDITURES	2,483	7,000	679	7,000	7,000	
101-750.754-955.000 *	MISCELLANEOUS	20,811	20,000	14,197	20,000	20,000	
	OPERATING COSTS	106,351	121,300	39,779	123,000	140,700	
Totals for dept 750.754 - Recreation		213,838	236,409	139,127	314,553	328,898	
* NOTES TO BUDGET: DEPARTMENT 750.754 Recreation							
701.080	SALARIES - TEMPORARY						
	FOOTNOTE AMOUNTS:		18,000				
	(2023) INTERN 30WKS X 40HRSX \$15					19,200	
	FOOTNOTE AMOUNTS:						
	(2024) INTERN 30 WKSX40HRSX\$16						19,200
	ACCOUNT '701.080' TOTAL		18,000				
825.000	PROFESSIONAL CONFERENCES/DUES						
	FOOTNOTE AMOUNTS:					900	
	(2024) DUES FOR MIKE AND NICK-MRPA, NRPA, SMRPA						
	FOOTNOTE AMOUNTS:					2,000	
	(2024) MRPA CONFERENCE FOR MIKE AND NICK - KALAMAZOO						
	ACCOUNT '825.000' TOTAL					2,900	
882.500	Recreation Program Expenses						
	FOOTNOTE AMOUNTS:					10,000	
	DENIED (2024) SUMMER CONCERT SERIES						
	FOOTNOTE AMOUNTS:					20,000	
	(2024) EASTER EGG HUNT, HALLOWEEN, DOG PARK EVENTS, SNELL TOWAR ACTIVITIES, REVERSABLE JERSEYS						
	ACCOUNT '882.500' TOTAL					30,000	
882.801	HYRA Basketball						
	FOOTNOTE AMOUNTS:		5,800				
	(2023) GYM RENTAL, EQUIPMENT, OFFICIALS						
882.805	HYRA - Misc.						
	FOOTNOTE AMOUNTS:		15,000				
	(2023) REVERSIBLE JERSEYS						

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.754 - Recreation							
FOOTNOTE AMOUNTS:							
(2024) ALL REVERSABLE JERSEYS							
ACCOUNT '882.805' TOTAL							
955.000	MISCELLANEOUS		15,000			16,000	
FOOTNOTE AMOUNTS:							
(2023) ACTIVENET FEES							
DEPT '750.754' TOTAL							
PERSONNEL COSTS							
101-750.758-701.000	SALARIES	143,834	151,911	88,771	151,911	153,650	
101-750.758-701.080	* SALARIES - TEMPORARY	19,876	19,200	15,452	19,200	20,480	
101-750.758-702.000	SICK LEAVE INCENTIVE PAY						
101-750.758-702.020	AFTER-HOURS RESPONSE STIPEND						
101-750.758-706.000	OVERTIME	80	400	400	6,000	400	
101-750.758-709.000	ICMA CONTRIBUTION	7,786	6,000	6,280	6,000	6,000	
101-750.758-710.000	LONGEVITY	723	675	627	675	680	
101-750.758-714.000	FICA	832	896	832	832	1,220	
101-750.758-715.000	HEALTH INSURANCE	14,322	14,295	9,191	14,295	14,560	
101-750.758-715.010	INSURANCE OPT OUT	36,405	34,974	19,593	34,974	43,570	
101-750.758-716.000	LIFE/DISABILITY INSURANCE	900	900	525	900	900	
101-750.758-717.000	PENSION	631	911	446	911	930	
101-750.758-717.500	VantageCare	11,663	12,250	8,084	8,084	20,218	
101-750.758-717.500	WORKERS COMPENSATION	2,724	3,038	1,775	1,775	3,080	
101-750.758-718.000	AUTO ALLOWANCE	2,103	5,512	1,331	1,331	5,480	
101-750.758-723.000		7,243	7,200	4,757	7,200		
PERSONNEL COSTS		249,122	258,162	158,064	236,898	271,168	
OPERATING COSTS							
101-750.758-727.000	LICENSES	6,764	6,300	2,816	6,300	6,380	
101-750.758-728.000	* OPERATING SUPPLIES	26,235	65,000	21,204	65,000	40,000	
101-750.758-750.000	PUBLICATIONS						
101-750.758-760.000	UNIFORMS	647	800		800	800	
101-750.758-761.000	CLOTHING ALLOWANCE	2,009	1,875	1,741	1,875	1,880	
101-750.758-825.000	* PROFESSIONAL CONFERENCES/DUES				600	600	
101-750.758-827.000	RADIO MAINTENANCE	1,209	700		700	700	
101-750.758-865.000	GASOLINE						
101-750.758-870.000	MILEAGE	80					
101-750.758-934.000	* GROUNDS MAINTENANCE	7,545	16,000	3,185	16,000	16,000	
101-750.758-935.000	VEHICLE MAINTENANCE						
101-750.758-936.000	EQUIPMENT MAINTENANCE						
OPERATING COSTS		44,489	91,275	28,946	91,275	66,360	
OUTSIDE SERVICES							
101-750.758-820.000	* CONTRACTUAL SERVICES	27,423	65,000	45,131	65,000	65,000	
101-750.758-828.000	* SOLID WASTE CONTAINER SERVICES	612	3,000	462	3,000	3,000	
OUTSIDE SERVICES		28,035	68,000	45,593	68,000	68,000	
EQUIPMENT CHARGES							
101-750.758-942.000	EQUIPMENT RENTAL	60,150	60,150	35,088	60,150	66,165	
EQUIPMENT CHARGES		60,150	60,150	35,088	60,150	66,165	
CAPITAL COSTS							
101-750.758-979.000	* MACHINERY AND EQUIPMENT	4,564	7,000	4,756	7,000	26,000	

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS						
Dept 750.758 - Park Maintenance						
CAPITAL COSTS						
CAPITAL COSTS						
Totals for dept 750.758 - Park Maintenance						
* NOTES TO BUDGET: DEPARTMENT 750.758 Park Maintenance						
701.080	SALARIES - TEMPORARY	4,564	7,000	7,000	26,000	
	FOOTNOTE AMOUNTS:					
	(2023) \$15/HR X 40HR X 16 WKS X 2		19,200			
	FOOTNOTE AMOUNTS:					
	(2024) 2X SEASONAL/TEMP STAFF: \$16/HOUR - 40 HRS/WEEK - 16 WEEKS				20,480	
	ACCOUNT '701.080' TOTAL		19,200		20,480	
728.000	OPERATING SUPPLIES					
	FOOTNOTE AMOUNTS:					
	(2023) TABLES, BENCHES, TRASH CONTAINERS, FIELD PAINT, BASES, NETS, INFIELD STONE DUST, SAND, IRRIGATION MAINT.		60,000			
	FOOTNOTE AMOUNTS:					
	(2023) PLAYGROUND REPAIR SUPPLIES		5,000			
	FOOTNOTE AMOUNTS:					
	(2024) PLAYGROUND REPAIRS; ATHLETIC FIELD SUPPLIES; PARK SITE FURNISHINGS; IRRIGATION MAINT.; RESTROOM AND CLEANING SUPPLIES				40,000	
	ACCOUNT '728.000' TOTAL		65,000		40,000	
825.000	PROFESSIONAL CONFERENCES/DUES					
	FOOTNOTE AMOUNTS:					
	(2023) GREAT LAKES PARK TRAINING INSTITUTE - KATI		600			
934.000	GROUNDS MAINTENANCE					
	FOOTNOTE AMOUNTS:					
	(2024) GRASS SEED; MULCH; TOPSOIL; PLAYGROUND IMPACT MATERIAL				16,000	
820.000	CONTRACTUAL SERVICES					
	FOOTNOTE AMOUNTS:					
	(2023) MOSQUITO SPRAY, FERTILIZER, PORTA JOHNS, HILLBROOK PARK COURT RESURFACING		25,000			
	FOOTNOTE AMOUNTS:					
	(2023) HISTORICAL VILLAGE BUILDING REPAIRS		40,000			
	FOOTNOTE AMOUNTS:					
	DENIED (2023) PARKING LOT MAINTENANCE		20,000			
	FOOTNOTE AMOUNTS:					
	(2024) MOSQUITO AND WEED TREATMENTS; HISTORICAL VILLAGE MAINTENANCE; PARKING LOT MAINTENANCE; PORT-A-JOHNS; HISTORICAL VILLAGE SAFETY SYSTEMS REPAIRS; TREE/STUMP WORK				65,000	
	ACCOUNT '820.000' TOTAL		85,000		65,000	
828.000	SOLID WASTE CONTAINER SERVICES					
	FOOTNOTE AMOUNTS:					
	(2024) GRANGER WASTE SERVICES				3,000	
979.000	MACHINERY AND EQUIPMENT					

GL NUMBER	DESCRIPTION	2022 ACTIVITY	2023 ADOPTED BUDGET	2023 ACTIVITY THRU 12/31/23	2023 PROJECTED ACTIVITY	2024 REQUESTED BUDGET	2024 RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 750.758 - Park Maintenance							
	(2023) TRIMMERS, BLOWERS, 50% FIELD ROLLER, GENERAL MAINTENANCE EQUIP		7,000			11,000	
	(2024) MAINTENANCE TOOLS AND EQUIPMENT;					15,000	
	(2024) 1 SM, 1 LG ROBOTIC ELECTRIC MOWER 50%		7,000			26,000	
	ACCOUNT '979.000' TOTAL		176,800			170,480	
	DEPT '750.758' TOTAL	755,033	954,156	524,426	1,015,051	1,097,626	
TOTAL APPROPRIATIONS							
	BEGINNING FUND BALANCE	13,165,516	12,410,483	15,269,906	15,269,906	14,254,855	14,254,855
	ENDING FUND BALANCE	12,410,483	11,456,327	14,745,480	14,254,855	13,157,229	14,254,855



8. Presentation/Discussion Items

A. Michigan State University Targeted Anti-Tick Project Presented by: Emma Campbell



To: Park Commission

From: LuAnn Maisner, Director of Parks & Recreation & Emma Campbell, Stewardship Coordinator

Date: August 22, 2023

Re: Michigan State University Deer Targeted Anti-Tick Project Collaboration

We are pleased to announce that Michigan State University will be partnering with Meridian Township conducting research on the deer and tick population utilizing the Deer Management Program. The goal of this research project is to potentially develop a deer-targeted oral drug delivery unit to reduce the environmental risk to humans due to tick-borne diseases, such as Lyme disease. The research with Meridian Township is based solely on gathering information on the deer and tick population and the potential dissemination techniques that could be used for future administration of anti-tick medication. As a result of this collaboration, Meridian Township will benefit from data received, which will provide information on our deer herd numbers as well as the rate of Lyme disease in the Township.

Objectives of the study:

- Quantify questing tick abundance and parasitism of deer.
- Quantify deer and non-target wildlife species use of field sites for potential deployment of oral medication delivery units.
- Quantify consumption rates of a food product designed to deliver medications to white-tailed deer at different times of year.
- Quantify uptake of a placebo biomarker (rhodamine B) by deer to examine theoretical uptake of medication.
- Communicate project goals and results to Township officials and public.

Michigan State researchers will begin the project in August of 2023, conducting field recon prior to the study to ensure study sites are chosen with little to no public activity. There will be six to eight sites of study total across Township lands. The study will remain in effect until May 2026. Township staff place high value on research collaboration with Michigan State University, and the benefits future studies will provide for the local wildlife, natural areas, and residents of Meridian Township.

Research Collaboration Agreement

Between:

Michigan State University Deer Targeted Anti-Tick Project

Matthew Buchholz, PhD, Post-Doctoral Research Associate; Rique Campa, PhD, Professor;
Arpita Nayak, B.S., PhD Student; and Jean I. Tsao, PhD, Professor

And

Meridian Township Parks and Recreation

LuAnn Maisner; Emma Campbell

Project Start Date: August 2023

Expected Project End date: May 2026

MSU Deer Targeted Anti-Tick Project Goal: To develop a deer-targeted oral drug delivery unit and dissemination protocol that can be deployed in suburban and urban areas to reduce feeding success of to treat deer with a product that will kill feeding ticks parasitizing deer and thereby reduce the environmental risk to humans of humans to tick-borne diseases such as Lyme disease.

Objectives:

1. Quantify questing tick abundance and parasitism of deer
2. Quantify deer and non-target wildlife species use of field sites for potential deployment of oral medication delivery units
3. Quantify consumption rates of a food product designed to deliver medication to white-tailed deer at different times of year
4. Quantify uptake of a placebo biomarker (rhodamine B) by deer to examine theoretical uptake of medication
5. Communicate project goals and results to Township officials and public

The MSU Deer Targeted Anti-Tick Project Team agrees to provide Meridian Township Parks and Recreation with the following materials to fulfill sampling requests and reports (by the indicated dates) of results and conclusions:

- Sampling materials to collect deer whiskers and ticks from harvested deer including:
 - Instruction materials
 - Sample envelopes with data cards
 - Tick removal device and sample vials
 - Plastic bags
 - Addressed mailing envelopes
- Current locations of all trail cameras and feed grid sites deployed in Township parks and land preserves (to be kept confidential)

- All regulatory approvals including Michigan DNR approval and letter of support, Michigan State University Institutional Animal Care and Use approval, and any other relative approval documentation
- Quarterly report summarizing all current and upcoming activities in January, April, July, and October each year of project
- Annual report of results following tick sampling and data collection from deer in April of each year including abstracts for accepted conference presentations and copies of all publications produced from the project
- Final report summarizing all project results in May 2026
- General posters describing deer biology, research aims, and tick surveillance and safety to post publicly
- Annual presentation to Township Board or other pertinent public meeting as requested by Township officials
- Contact information for project team to pass along to concerned citizens

Meridian Township Parks and Recreation agrees to provide the MSU Deer Targeted Anti-Tick Project team with the following access and information pertaining to the project objectives:

- Access and permission to place project equipment (e.g., trail cameras and alfalfa food products (AFP)) in Township parks and land preserves as described in Appendix A
- Summary data of annual deer harvest including breakdown of how many deer harvested per location
- Access to walk in cooler located at Township service center to collect whisker samples and ticks from harvested deer
- Restrict hunters' stand locations to prevent hunting over AFP grid sites
- Provide an opportunity for the MSU deer-anti-tick research team to share project goals and activities with deer hunters at the annual hunter orientation meeting in September of each year during the project.

Meridian Township Parks and Recreation

Jean I. Tsao, PhD
 Deer Targeted Anti-Tick Project
 Professor
 Department of Fisheries and Wildlife
 Michigan State University

Date:

Date:



8-11-23

LuAnn Maisner
 Director

Appendix A: Proposed list of activities and timeline to be conducted by MSU Deer Targeted Anti-Tick Project on Meridian Township Parks and Land Preserves

Appendix B: Project proposal funded by the US Centers for Disease Control and Prevention

Appendix A

MSU Deer Targeted Anti-Tick Project

Matthew Buchholz, PhD; buchho50@msu.edu

Jean Tsao, PhD; tsao@msu.edu

Rique Campa, PhD; campa@msu.edu

Arpita Nayak, B.S.; nayakar1@msu.edu

Michigan State University, Department of Fisheries and Wildlife

13 July 2023

This project seeks to reduce the burden of ticks on white-tailed deer and subsequently reduce the risk of Lyme disease and other tick-borne diseases by examining the potential for deploying a food product containing an anti-tick medication to deer in parks and other public lands. The initial goals of the project are to assess white-tailed deer activity and consumption rates of a food product containing a placebo. The project is funded by the Midwest Center of Excellence for Vector-Borne Disease and the U.S. Centers for Disease Control and Prevention.

Trail Cameras (Short-term Requests: Starting August 2023)

- We request permission to place three (3) trail cameras at sites (up to 8) identified in parks and land preserves to assess 1) deer 2) wildlife 3) people/dog use.
 - Each location will have three cameras to triangulate deer activity and other potential non-target wildlife species (e.g., raccoons, opossum) .
 - Camera locations will be located at edges of forested and open vegetation types.
 - Locations will also be selected off of main trails to avoid interference by the public and minimize camera thefts.
 - Cameras may be checked anywhere from weekly to bi-weekly depending on time of the year and seasonal project goals.
 - Cameras are proposed to remain up year-round to examine annual activity of deer and other potential non-target species.
- We request permission to cut herbaceous vegetation to a height of ~2-3 inches above ground in an area ~60 feet x 150 feet in front of the cameras to enable cameras to properly identify all wildlife activity (i.e., including opossums, raccoons, and other small animals) that may be missed if grass is taller such as consumption of the Alfalfa Food Products (AFP) described below.
 - The research team would cut the vegetation with an electric string trimmer.

Tick Dragging (Short-term Requests: Starting October 2023)

- We request permission to survey identified parks and other public lands for adult and nymphal blacklegged ticks to assess the variation in Lyme disease risk among properties.
 - Dragging consists of pulling a cloth over leaf litter and low vegetation to collect ticks.
 - Sampling transects would be located both along trails and through off-trail locations in woodlands.
 - Dragging would be conducted from ~8am - ~5 pm during the tick activity periods until all (up to 6-7) selected parks and other public lands are surveyed multiple times (2-3 times) or temperatures consistently fall < 40 F.

- Transects would be rotated through completing as much as possible each day within the identified time window.
- Drag sampling would resume in the Spring 2024 once temperatures warm up consistently (> 40 F), most likely in March, and continue through July 2024.

Alfalfa Food Products (AFPs) (Requests: Starting September 2023)

- After an initial observation period with the trail cameras, we request permission to place our AFPs in a grid in front of trail cameras at each identified location in a two-stage process described below.
 - Before placing AFPs in parks and other public lands, trail camera images will be reviewed by our research team to assess areas by deer, people, and pets. This information will be provided to the township and locations may be moved if human/dog activity is high.
- About the AFPs:
 - They are made from a mixture of alfalfa, molasses, and xanthan gum for stability.
 - Although the AFP should not attract dogs or other pets it would be harmless if consumed. The proposed locations will be off main trails as a precaution to avoid consumption of the AFPs by pets.
- Our research team will obtain permission from the Michigan Department of Natural Resources-Wildlife Division prior to distributing AFPs in the respective parks/land preserves.
- First stage of AFP placement: Deploy the AFPs in a grid in front of camera arrays.
 - Cameras will be used to monitor consumption of AFPs by deer and other non-target wildlife.
 - Check AFPs daily for consumption and replace missing or partially consumed units.
 - AFPs will remain at the site unless human/dog activity is high and cannot be avoided.
 - If human/dog activity is frequent, AFPs will be placed at the grid site ~1 hour before dusk and picked up by 9 am.
 - AFP placement may occur throughout the year to assess seasonal consumption rates.
 - A single round of AFP deployment at a particular park/land preserve may last up to 2 weeks.
 - Parks/land preserves may be rotated through with some parks/land preserves having AFPs deployed while others do not, to aid in the logistical aspect of AFP deployment and monitoring. The timing and rotation of AFP deployment will be reported to the Township.
- Second stage of AFP placement: Deploying AFPs with a capsule of a bio-marker dye (Rhodamine B) inside of the AFP.
 - Rhodamine B (Rb) is a food additive that when consumed temporarily stains the mouth and digestive tract pink and leaves a fluorescent band (visible under UV light) in an animal's whiskers.
 - Rb has been used in other wildlife studies (e.g., raccoons, black-footed ferrets, and white-tailed deer) to assess vaccine and potential vaccine uptake.
 - The meat of animals that have consumed Rb is safe as Rb is not taken up by muscle tissue after entering the body through the digestive tract.
 - The staining of the mouth may last for ~2-7 days. The public may notice animals that have a pink stain around their mouth. However, this is completely safe and the animal is not sick/harmed in any way.

- Our project team is discussing points to convey to the public to inform them about all project activities and to propose mechanisms by which data could be reported by the public.
- Deploying AFPs with Rb would be limited to immediately prior to and during the managed archery season and the police instituted culling of deer.
 - During both deer removal periods, we request access to the walk-in cooler located at the Service Center to collect whiskers and attached ticks from harvested deer.
 - We would request (and provide) that plastic garbage bags be placed over heads of harvested deer to collect ticks that detach following harvest.
 - We would request hunters to report the presence/absence of Rb staining and ticks on deer that are not submitted. Our team is also discussing the further possibility of providing hunters with sample-collection kits (i.e., whiskers and ticks).
- We would return to the first stage of AFP placement when the chance to obtain information of the marking of deer with Rb is low (i.e., following hunting season).

Objective Activity	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2024	Feb. 2024	Mar. 2024	April 2024	May 2024	June 2024	July 2024
Quantify questing tick abundance and parasitism of deer												
Tick dragging												
Collect ticks from harvested deer												
Quantify deer and non-target wildlife species use of field sites for potential deployment of oral medication delivery units												
Deploy trail cameras in parks/preserves												
Quantify consumption rates of a food product designed to deliver medication to white-tailed deer at different times of year												
Deploy AFPs without Rb												
Quantify uptake of placebo biomarker by to deer to examine theoretical uptake of medication												
Deploy AFPs with Rb												
Collect whiskers from harvested deer												
Communicate project goals and results to Township officials and public												
Speak with hunters at orientation meeting												
Quarterly report on current activities												
Annual report of results												
Annual presentation to Township board or other relevant public meeting												
As requested by Township officials												

Timeline of activities from August 2023 – July 2024 is also indicative of expected annual activities beyond July 2024 to the expected end of the project.

Appendix B

Development of an anti-tick oral deer-targeted drug delivery unit and protocol to deploy in suburban/urban park setting

Target Dates (Fall 2022-2027)

Jean Tsao, Dept. of Fisheries and Wildlife, Dept. of Large Animal Clinical Sciences, MSU

Henry (Rique) Campa III, Dept. of Fisheries and Wildlife, MSU

Edward (Ned) Walker, Dept. of Microbiology and Molecular Genetics, MSU

Susan Paskewitz, Dept. of Entomology, University of Wisconsin

Goal: To develop a deer-targeted oral drug delivery unit and protocol that can be deployed in suburban and urban areas to treat deer with a product that will kill feeding ticks and thereby reduce the environmental risk of tick-borne diseases such as Lyme disease.

I. Background/Rationale

- Lyme disease is the leading vector borne disease in the United States. Its incidence is expected to continue to increase, owing in large part to the successful spread of the vector, the blacklegged tick (*Ixodes scapularis*), the lack of a human vaccine and the lack of an accepted and feasible means for reducing the tick population to protect public health successfully. Several studies have shown that elimination or near elimination of deer as a bloodmeal source for adult blacklegged ticks significantly reduced the risk of tick-borne disease in endemic areas (Fish and Childs 2009). Removal of deer could also provide an effective means of curtailing the expansion of tick populations into non-endemic areas. The reduction of deer numbers as a management approach for tick control, in some landscapes, however, may not be a feasible approach given their cultural, ecological, and economic value (Campa et al. 2011).
- Alternatively, deer treated with an acaricide delivered using a ‘four-poster’ device that baited deer with corn reduced nymphal densities ranging from 22% to 71% in a multi-state study in Lyme disease endemic areas of the Northeast (Brei et al. 2009). Treating deer with an acaricide via a ‘four-poster’ device over large areas, however, is expensive, labor intensive and has health (including for human, companion animals, and deer), environmental, and potentially legal implications (Eisen and Stafford et al. 2020).
- **Thus, there is a need to develop an effective, safe, deer-targeted drug delivery unit (DDU) that would not aggregate deer that could be deployed at scale in suburban and**

urban areas where Lyme disease risk is high or increasing. Such a unit would deliver a tick control product, for example, an acaricide (tick-killing pesticide), a biocontrol agent, or an anti-tick vaccine. **Dr. Henry Campa III (MSU) and colleagues have successfully devised an oral vaccine delivery unit (VDU)** and distribution strategy that successfully "treated" at least 70% of deer in a rural setting in preparation for deployment of an oral bovine tuberculosis vaccine (Dressel 2017, M.S. Thesis). **Here we would like to leverage their success and experience to deploy this unit to similarly "treat" deer to mitigate a different disease risk that occurs in a different ecological and social setting.**

- Note: Deer themselves do not carry the Lyme disease pathogen nor most of the pathogens transmitted by the blacklegged tick. Thus, a deer-targeted intervention reduces tick-borne disease risk mainly by targeting the reproductive life stage of the tick (i.e., the adult) and thereby reducing the overall tick population. Deer also feed the juvenile stage ticks, but the main negative impact on the tick population is through reducing the reproductive potential of the adult ticks, as each female can produce up to ~2,000 eggs. Reducing the overall tick population subsequently reduces the chances 1) that someone will contact a tick, and also 2) that a tick is infected, because the pathogen maintenance cycles are much less efficient when they are fewer ticks to transmit the pathogen between competent hosts like mice and chipmunks.

II. Objectives

The **overarching long-term objective** of this study is to develop a protocol for deployment of an oral drug delivery unit (DDU) for wild deer that can be used in suburban/urban settings. We aim to develop a DDU and deployment protocol that:

- can "treat" a high proportion of the target deer population.
- is in compliance with local and state feeding/baiting bans and will not result in aggregation of deer.
- can reduce off-target host species consumption.
- is safe for off-target host species consumption.
- is accepted by stakeholders.
- pest control operators can reliably implement/execute.

III. Specific Aims

Dr. Campa and colleagues originally developed their vaccine delivery unit (VDU) and protocol to target deer in the late winter/early spring. Deer in winter/early spring are more likely to eat a DDU when there are fewer available alternative food resources and they maybe nutritionally stressed in northern climates; and there are fewer alternative off-target host species in winter/early spring to consume the VDU. In the Upper Midwest, however, there are two main activity periods for the adult blacklegged tick: spring and fall. The nature of the drug may also impact when the DDU needs to be deployed, i.e., before and throughout the adult activity periods (in order to maintain an effective circulating dose of an acaricide) or mainly some time before the adult activity periods (to allow vaccinated deer to build up enough antibodies to become 'tick-immune'). Furthermore, certain types of drugs may not be permitted to be deployed at

certain times (e.g., acaricides before hunting seasons). Thus, in addition to conducting research to adapt delivery to suburban/urban deer during winter, we will conduct research to deploy delivery throughout spring as well as late summer and fall.

Aim 1. To develop a DDU and **winter/spring delivery protocol** that free-ranging deer in suburban/urban areas (e.g., city parks, cemeteries, other natural areas) will maximize coverage at the population level while minimizing deer aggregation and non-target host species use.

Aim 2. To develop a DDU and **late summer/fall delivery protocol** that free-ranging deer in suburban/urban areas (e.g., city parks, cemeteries, other natural areas) will maximize coverage at the population level while minimizing deer aggregation and non-target host species use.

III. General approach & SMART Goals

- We will develop this protocol for deployment at urban/suburban parks and we will work in areas where there are on-going deer management programs to build on pre-existing working relationships with stakeholders, knowledge of deer densities and movement patterns, and the ability to obtain samples from deer to evaluate DDU consumption directly.
- During the winter, we will take advantage of culling management activities and therefore we will use rhodamine-impregnated DDUs so that we can accurately estimate what proportion of the free-ranging deer have consumed DDUs (by examining evidence of dye in the gut and/or banding on their vibrissae that can be visualized by UV light).
- Outside the winter, there is no cull nor trapping of deer allowed. Thus, we will rely on trail cameras to help evaluate DDU consumption by both deer and non-deer species.

Proposed SMART goals:

Year 1. Discuss and plan/coordinate project with all partners.

Year 2. This will be our 'pilot' year.

- Throughout the year, using trail cameras, we will characterize deer temporal and spatial use at several parks in East Lansing, MI.
- From late fall through early spring, we will deploy DDUs with rhodamine B dye at five parks with the greatest deer use, given general deer activity patterns.
- Using cameras, as well as by examining culled deer, we will evaluate the consumption rate of DDUs per deer, by the deer herd, and non-target hosts contingent upon different configuration and densities of DDUs designed to reduce aggregation of deer.
- We will continue to deploy rhodamine-free DDUs in spring as well as in late summer through fall and assess consumption rates by deer and non-target hosts during the spring and fall adult tick activity periods.

Year 3. Optimize protocol based on results from Year 2.

Year 4. Repeat Year 3 studies to assess repeatability of results.

Year 5. Analyze data and publish results.

Given the active deer management program in East Lansing, we will also take the opportunity to engage with the public (from the beginning) to educate them about ticks and tick-control via wildlife management, our study, as well as to solicit levels of acceptance and concerns. This feedback will be critical to consider for ensuring the successful implementation of DDUs for tick control by communities in the future.



9. Land Preservation Report

Presented by: Commissioner Stephens



10. Director's Report