



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION
September 12, 2017



Meridian Town Hall

WORK SESSION - 6 PM
(salmon)

1. Call Meeting to Order
2. Approval of Agenda
3. Public Comment
4. Joint Meeting with Land Preservation Proposed Agenda
5. Ottawa Hills Park - Neighborhood meeting Date
6. Park Tours
7. Comments
8. Adjournment

REGULAR MEETING - 7 PM

1. Call Meeting to Order
2. Approval of Agenda
3. Public Comment
4. Presentations (goldenrod)
5. Commissioner Reports and Comments
6. Approval of Minutes (blue)
 - a. July 25, 2017 Work Session Minutes
 - b. July 25, 2017 Regular Meeting Minutes
7. Communications (tan)
8. Director's Report
 - a. Project Updates
9. New Business (pink)
 - a. Eagle Scout Final Report – Kaden Bartlett (Harris Nature Center Fence Project)
10. Other Business (cherry)
11. Discussion Items (lilac)
 - a. Friend of the Park Ceremony – December
 - b. Park of the Month
 - c. Wish List – Review
 - d. Ribbon Cutting for Wonch Park Disco Fish and Hillbrook Park Celebrate Meridian Community Mural
12. Final Comments
13. Announcements
 - a. Park Commission Meetings:
 - Tuesday, October 10, 2017 next scheduled meeting
 - b. Farmers' Market, Wednesdays and Saturdays: July – October, 8 am-2 pm; Central Park
 - c. 175th Activities and Events (www.meridiancelebrates175.com):
 - Village of Hamilton Guided Walking Tour; Sunday, September 17, 2:30-4:30 pm; leaving from Okemos Community Church
 - Old Okemos/Riverside Cemetery Guided Tour; Sunday, October 29, 2:30-3:30 pm; 2451 Small Acres Ln, Okemos

- Poor Farm Cemetery Guided Tour; Sunday, October 29, 2017; 3:30-4:30 pm; 3860 Dobie Road, Okemos
 - d. Harris Nature Center Stewardship Morning; Saturday, September 16 and Sunday, October 14; 9-11 am
 - e. Meridian Arts and Crafts Market, Sunday, September 24, 11 am – 4 pm, Central Park Pavilion
 - f. 2nd Annual Fire Prevention Open House; Saturday, October 14, 10am-1pm; Central Fire Station
 - g. Harris Nature Center Halloween Adventures, Saturday, October 21; 10 am – 5 pm
14. Public Comment
 15. Closed Session
 16. Adjournment

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Park Commission by contacting: Director LuAnn Maisner, 5151 Marsh Road, Okemos, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: 5151 Marsh Road, Okemos, MI 48864, Town Hall Room

Providing a safe and welcoming, sustainable, prime community.



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Park Commission Meeting
September 12, 2017

6. MINUTES

- a. July 25, 2017 Work Session Minutes
- b. July 25, 2017 Regular Meeting Minutes

CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION WORK SESSION MINUTES
TUESDAY, JULY 25, 2017

PRESENT: Commissioners McDonald, Schaetzl, Stephens, Wisinski

EXCUSED: Commissioner Lick

STAFF: Parks and Recreation Director LuAnn Maisner

1. Call Meeting to Order

Chair McDonald called the work session to order at 6:04 pm.

2. Approval of Agenda

COMMISSIONER SCHAETZL MOVED, COMMISSIONER STEPHENS SECONDED, TO APPROVE THE WORK SESSION AGENDA AS SUBMITTED. Voice vote. Motion passed.

3. Public Comment

a. Jeff Sprague – spoke on concerns related to Nokomis Learning Center

b. Eric Ederer – Bookkeeper for Nokomis, HNC Volunteer – spoke in support of environmental education and Native American education opportunities.

4. Parks Naming Policy Review

The Commissioners reviewed the Park Naming Policy that was adopted by the Commission in 2008 as it relates to sponsorship and naming of parks. This policy was reviewed based on a request for naming of Towner Road Park.

5. 2018 Proposed Budget Request

The Commission reviewed the 2018 budget request for the Park Millage. The budgets include: Revenue, Parks and Recreation Administration, Harris Nature Center, Park Maintenance, and Park Development. Director Maisner shared staff's recommendation for maintenance and development projects for consideration in 2018.

6. Joint Meeting with Land Preservation – Schedule

Due to time, this item was moved to the Regular Meeting Agenda, new item #9E

7. Comments

None

8. Adjournment

Hearing no objections, Chair McDonald adjourned the work session at 7:02 pm.

CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION REGULAR MEETING MINUTES
TUESDAY, JUNE 13, 2017

PRESENT: Commissioners Lick, McDonald, Schaetzl

EXCUSED: Commissioner Stephens

STAFF: Parks and Recreation Director LuAnn Maisner

1. Call Meeting to Order

Chair McDonald called the regular meeting to order at 7:06 pm.

2. Approval of Agenda

COMMISSIONER LICK MOVED, COMMISSIONER SCHAETZL SECONDED, TO APPROVE THE REGULAR MEETING AGENDA AS PRESENTED. Voice vote. Motion passed.

3. Public Comment

- Park Commission Candidate Introductions
 - a) Charles (Bill) Given; Professor, MSU Department of Family Medicine; retired
 - b) Dr. Steven Smith; Learning Management Systems, Jackson National Life,
 - c) Courtney Wisinski; Michigan Department of Health and Human Services- Environmental health
 - d) Charles Lawler; Attorney
 - e) Robert (Bob) Lovell; Karen Barrett; and Amy Salisbury were unable to attend

4. Presentations

a. Eagle Scout Project – Gaga Ball Pit in North Meridian Road Park

Eagle Scout Candidate Paul Fedorowicz distributed information and summarized his proposed project to construct a gaga ball pit in North Meridian Road Park.

b. Park Trail Maps Update

Senior Parks Naturalist Kati Adams distributed a copy of the new Ted Black Woods trail head sign and presented an update for the new park trail map project.

c. Love a Park Day/Stewardship Report

Stewardship Coordinator Kelsey Dillon distributed and presented a slide show on the stewardship accomplishments in the parks and land preserves.

5. Commissioner Reports and Comments

None

6. Approval of Minutes

- a. March 14, 2017 Regular Meeting Minutes
- b. April 11, 2017 Work Session Minutes

COMMISSIONER LICK MOVED, COMMISSIONER SCHAETZL SECONDED, TO APPROVE THE MARCH 14, 2017 REGULAR MEETING AND APRIL 11, 2017 WORK SESSION MINUTES AS WRITTEN. Voice vote. Motion passed.

7. Communications

Director Maisner distributed a copy of the HNC Foundation 2016 Annual Report.

COMMISSIONER LICK MOVED, COMMISSIONER SCHAETZL SECONDED, TO ACCEPT AND PLACE THE COMMUNICATION ON FILE. Voice vote. Motion passed.

8. Director's Report

- a. National Health Senior and Fitness Day

On May 31 nearly 100 seniors attended this event at Wonch Park. They enjoyed lunch (partly donated by Jimmy Johns and Whole Foods) and enjoyed a variety of vendors including Playmakers, Michigan Senior Olympics, Douglas J chair massages, therapeutic yoga instructor, line dancing and instruction on how to utilize our outdoor fitness equipment.

- b. 50 plus Senior Workout Program

This program meets M-W-F from 8:30 to 9:30 at the Food Court in the Mall. New members are always welcome! The seniors like to party and will be celebrating Flag Day tomorrow with donuts.

- c. Hillbrook Park Pickleball and Tennis Backboard

We are starting pickleball clinics at Hillbrook Park at the end of July. There will be various clinics for beginners, intermediates, and families.

- d. Celebrate Meridian

July 1, (fireworks finale at 10:15!) music, children's' games, kiddie rides, business expo, arts and crafts show, food truck rally with 70 food trucks, car show, Civil War reenactment and encampment, Farmers Market and FIREWORKS. Best parking at the mall.

e. Fishing Derby!

67 youth (150 people) attended the fishing derby and painted the tackle storage box. Fun was had by all!

f. Harris Nature Center

The beaver lodge construction has begun!

g. Towner Road Park Update

h. North Meridian Road Park Pavilion

Getting ready to release the request-for-bids for the pavilion. Fall 2017 construction. Also looking at plans for expanded parking.

i. Park Maintenance

j. Farmers Market relocation to Meridian Mall site

k. Director Maisner commended the Park and Grounds Maintenance Staff for their great work.

9. New Business

a. Eagle Scout Project – North Meridian Road Park Gaga Ball Pit

CHAIR MCDONALD MOVED, COMMISSIONER SCHAETZL SECONDED, TO SUPPORT THE EAGLE SCOUT PROJECT OF PAUL FEDOROWICZ TO CONSTRUCT GAGA BALL PIT IN NORTH MERIDIAN ROAD PARK. Voice vote. Motion passed.

b. Commissioner Baker Resignation

COMMISSIONER SCHAETZL MOVED, COMMISSIONER LICK SECONDED TO ACCEPT THE RESIGNATION OF RICHARD BAKER FROM THE PARK COMMISSION. Voice vote. Motion passed.

c. Commissioner Recommendation

CHAIR MCDONALD MOVED, COMMISSIONER SCHAETZL SECONDED, TO SCHEDULE A SPECIAL MEETING FOR THURSDAY, JUNE 15, 2017 AT 7 PM, AT THE MERIDIAN SERVICE CENTER TO REVIEW THE PUBLIC SERVICE APPLICATIONS FOR PARK COMMISSION AND MAKE A RECOMMENDATION TO THE TOWNSHIP BOARD. Voice vote. Motion passed.

10. Other Business

None

11. Discussion Items

None

12. Final Comments

None

13. Announcements

- a. Park Commission Next Meeting – Tuesday, July 11, 201
- b. Farmers’ Market, Wednesdays and Saturdays: July – October, 8 am-2 pm; Central Park
- c. Harris Nature Center Friend BBQ, Wednesday, June 14, 6 pm
- d. 175th Celebration – Fun in the Sun Day at Lake Lansing Park South, Friday, June 16, 4-10 pm
- e. Meridian Arts and Crafts Market, Sunday, June 25, 11 am – 4 pm, Central Park Pavilion
- f. Celebrate Meridian Independence Day Celebration, Saturday, July 1, 11 am – 11 pm, Central Park
- g. Harris Nature Center Birthday Celebration, Saturday, July 22
 - Activities and Cake from 10 am – 2 pm (open to public)
 - Turtle Toast Gala from 5-8 pm (tickets required)

14. Public Comment

None

15. Closed Session

None

16. Adjournment

Hearing no objection, Chair McDonald adjourned the regular meeting at 8:35 pm.

Park Commission Meeting

September 12, 2017

7. COMMUNICATIONS

A. Items to/from the Public

None

B. Commission Information

1. Harris Nature Center Foundation Meeting Minutes – June 12, 2017
2. Harris Nature Center Foundation Meeting Minutes – July 10, 2017

C. Staff Inquiries/Response

1. From: HNC Coordinator Rich; To: Director Maisner; RE: Boulder Garden at Harris Nature Center

Harris Nature Center Foundation Minutes

June 12, 2017

Board members present: Patty Robbins, Jim Buscetta, June Hicks, Barb Kissling, Nancy Parmenter. **Absent:** Julie Moore, Nora Thompson. Roxanne Truhn. **Also Present:** HNC Coordinator Kit Rich, Rachel McDaniel.

Meeting called to order.

- Agenda and minutes reviewed.

Financial report:

- May checking account balance is \$28,895.34
- Savings account balance is \$11,678.87

Harris Nature Center report:

- Barbecue to thank volunteers and donors is June 14.
- Summer camp starts June 20, serving toddlers through upper grades. There will be one-week counselor in training program for seventh grade and up at the end of the session.
- The Celebrate Meridian event is July 1. We have been offered a booth in the business section. Discussion decided that manpower was a problem and we will decline.
- Turtle Toast is July 22. Township communications department is helping with many details including food and entertainment. Board members are asked to sell tickets, pour wine, and decorate. Suggestion: that we have a poster with the schedule and location of food and entertainment. The three families of largest donors to the foundation will be honored.
- Jackson National Life – Kit Rich confirmed that the grant requesting \$25,000 for the aerial walkway has been submitted.
- June Hicks reported on the sapling workday. We had 19 volunteers, but were not able to complete all the cutting. All of the three-inch saplings were cut. 100 of the two-inch were cut, and 200 of the one-inch saplings. Many were also transported from the site to the barn. We still need 150 saplings, and will hold

another work day on Saturday, June 17. David Vanderklok, the builder of the beaver lodge, re-dug the footings and poured two. He has donated time, materials, and financing, and is trying to fund-raise for the remainder of the total \$46,400 needed. It is Nature Center Foundation policy to offer to name projects for their donors, and June Hicks will work with him on possible wording of a sign.

- Fossil dig. Rachel McDaniel worked earlier in the month to dig up and re-organize the fossils, and found the missing mammoth jawbone. We are ready to place some larger rocks around the perimeter, since the small ones there now get moved by the participants. Some will be purchased from Hammond Farms.

Endowment fund:

Patty Robbins led a discussion about aspects of an endowment fund. Her primary point was that money donated specifically to the fund carries with it an expectation that it will be invested and grow to fund future projects. Discussion centered on where to invest the \$11,600 fund currently held in a savings account. Questions were asked about the reversion clause and the need to create our own investment policy. Patty will do more research and come back to the next meeting with answers. There is a desire to have the whole board present when we make the final decisions and vote on the matter.

Adjournment

Important dates:

- Next meetings are July 11 and August 8.
- Turtle Toast is July 22. This will mark the 175th anniversary of Meridian Township, and the 20th anniversary of Harris Nature Center.

Harris Nature Center Foundation Minutes

July 10, 2017

Board members present: Patty Robbins, Roxanne Truhn, Jim Buscetta, Nancy Parmenter, Julie Moore, Rachel McDaniel. **Members absent:** June Hicks, Barb Kissling. **Also Present:** HNC Coordinator Kit Rich

Meeting called to order by President, Patty Robbins: The agenda was amended to include New Business. The minutes were approved.

President's Remarks:

- Rachel McDaniel was welcomed to the Board, following an email vote on July 5 and 6. (Patty Robbins nominated Rachel to the HNCF Board of Directors, Nora Thompson seconded, and the Directors voted their approval.)
- Nora Thompson resigned from the Board, effective July 5, 2017, but will be attending the Turtle Toast gala on July 22, 2017

Financial report:

- Memorial contributions for Arnie Johnson are still being made and may continue as Mr. Johnson's memorial has yet to take place

Harris Nature Center report:

- Day camp will be halfway completed as of July 14th. The HNC is working to meet or exceed last year's number of campers signed up.
- HNC promoted the Culver's fundraiser on June 27 – see fundraising section
- Turtle Toast is July 22. Township communications department is helping with many details including food and entertainment. Food is still being ordered and entertainment is booked. Board members are asked to sell tickets, pour wine, and decorate.
- Kit Rich has been working on promotion of the Turtle Toast and Birthday Bash Celebration via newsletters, radio interviews, email list-serves, the HNC Facebook page, and HOM-TV. A few tickets have been sold.

Fundraising

- The HNCF grant application to Jackson National Life was declined. Kit will contact them to find out the reason for this.
- One Dime at a Time ended on June 30. The amount yielded is still unknown.
- The Culver's fundraising event on June 27 yielded \$317. It was agreed that we participate in one more restaurant fundraiser this calendar year, either Chik-fil-A or Culver's.
- Turtle Toast: Some quick improvements to HNC gardens are planned before the gala event. Auction items are still being acquired and will include a picnic basket that was donated for our January Silent Auction. Board members will be pouring wine, taking tickets, and helping decorate and tear down. Jim suggested whoever is taking tickets ask guests how they heard about the Turtle Toast. Knowing which avenue (radio, newsletter, Facebook, etc) reached the most people will give us a better idea of how to promote the event next year.

Ongoing Business

- NEA
 - Beaver Lodge: progress being made by David Vanderklok. June will be in contact with him to discuss a sponsor-name sign for the structure. Kit will be in contact with David to discuss the ADA needs of the structure, as it is unclear to us at this time.
 - Fossil Dig: an Eagle Scout project to build a new work area is planned. The work bench will include storage space for tools and two table tops at different heights so smaller children can access the work area. Larger border rocks will be acquired. Some high school volunteers will help place the rocks once they are delivered.
 - Treehouses and Walkway: our current plans for this feature of the NEA may need some rethinking, due to the size of the Beaver Lodge.
 - A discussion was held about honoring donors and volunteers that helped with NEA structures by placing plaques or signs somewhere along the walking path through the NEA.
- Website: up to date with Turtle Toast information
- Brochure: no update
- Promotional video/slideshow: Roxanne will get photos from Kit to put this together

New Business

- Roxanne Truhn nominated Rachel McDaniel for the position of Secretary. The nomination was seconded. Rachel was voted Secretary of the Board.

Endowment Discussion

- A discussion was held about the current endowment money kept in the savings account. Patty led the discussion about our options: open an endowment fund through Capital Region Community Foundation to be managed by them, or open an account through Vanguard or a similar company where we would be responsible for making the investments.
- Nancy Parmenter moved to invest existing funds held in our savings account earmarked for endowment in the Capital Region Community Foundation. Jim Buscetta seconded.
- Those who voted yes: Patty Robbins, Roxanne Truhn, Jim Buscetta, Nancy Parmenter, Julie Moore, Rachel McDaniel. Barb Kissling voted "yes" via email. June Hicks was absent.
- Patty will contact Dennis Flieman from CRCF to obtain the fund proposal agreement.
- Nancy Parmenter moved that the foundation's endowment fund with Capital Region Community Foundation be called the Harris Nature Center Fund. Motion was seconded by Roxanne Truhn. This passed unanimously amongst those present.
- The Board will discuss how to manage future donations that are not specified for the endowment fund at future meetings. Some members feel that we should not encourage endowment donations because the principal cannot be accessed for projects. Others feel as though the endowment will attract a new kind of donor, in addition to donors who might request their money be put in the general fund or for a specific project.

Adjournment

Important dates:

- August 14 meeting is cancelled unless otherwise stated. Next meeting is Sept. 11
- 2017 Anniversary Turtle Toast (Township's 175th, HNC's 20th) July 22

MEMORANDUM

TO: LuAnn Maisner, Director of Parks and Recreation

FROM: 
Kit Rich, Senior Park Naturalist/ Nature Center Coordinator

DATE: September 6, 2017

SUBJECT: Boulder Garden at Harris Nature Center

A couple of years ago I was approached by 3 enthusiastic geology professionals interested in helping us expand this area of nature study at the nature center. Getting up close to rock specimens, especially large ones is a great way to spark interest in this quieter side of nature. This exhibit rounds out the variety of exhibits that we already have at the Harris Nature Center.

Bob Reszak, Steve Wilson and Ron Elowski did all of the research and found two donors as well. Sunrise Aggregates (in Dansville) and the Central Michigan Lapidary and Mineral Society each donated \$500 toward the purchase of the boulders.

The boulders were delivered on August 29 from Sunrise Aggregates and on September 1, Brian Van Order and Michigan Demolition moved the boulders into place as a volunteer effort. The exhibit is located in the parking lot island. The final price before subtracting Sunrise's donation is \$1,883.00. After the two donations, the actual cost is \$883 to come from the HNC donation account.

Future amenities to the exhibit include a stone bench which will be purchased from a donation by Carlene Webster in memory of Bryan Webster. Steve and Marna Wilson have donated \$1,000 for the purchase of an interpretive sign which nature center staff will develop. I will be working with Shari Dann's class this semester to develop a website under a free domain the will house additional geologic information on these rocks specifically and rocks in general.



Park Commission Meeting
September 12, 2017

11. DISCUSSION ITEMS

- c. Wish List - Review



Meridian Township Parks and Recreation Volunteer and Donor Wish List

The business community, non-profit organizations, service groups and individual residents all play a key role in supporting and maintaining the high quality and success of our park system and recreation services. Every effort, whether large or small, contributes significantly to the overall parks and recreation experience. There are a variety of ways to demonstrate your support.

Parks

- gardens- weeding, planting, maintenance; one time or adopt-a-garden
- donate native plants for gardens and park habitat restoration
- invasive species removal and habitat restoration
- tree donations for parks
- remove yard waste piles at Tacoma Hills Park
- Red Cedar River maintenance from HNC to Ferguson Park
- fishing dock/canoe launch at Wonch Park
- picnic tables and benches
- donate bird seed, suet, feeders & predator guards at Harris Nature Center
- art sculptures for Central Park
- financial contribution for park projects

Trails

- maintain trails- pick-up trash; brush/branch trimming; one time or adopt-a-trail
- trail surface improvements/restoration
- benches along bicycle/pedestrian pathway route

Recreation

- contribute to a scholarship fund: recreation, summer camps or HNC school programs
- volunteer youth sports officiating
- volunteer coaches

Special Event Donations and Volunteer Support

- Celebrate Meridian
- Fishing Derbies
- Polar Bear Run
- Fourth of July
- Heritage Festival
- Winter Wonderland
- Halloween Adventures
- Love a Park Day
- Stewardship Mornings
- Red Cedar River Fall Clearing & Clean-up

Other Ways to Help

- grant writing
- support Harris Nature Center Foundation
- funds for new taxidermy animal mounts & study skins at Harris Nature Center
- contribute toward the Nature Exploration Area at Harris Nature Center
- small washer and dryer at Harris Nature Center
- memorial trees- \$500
- memorial park benches- \$1,000
- office assistance

For more information on how to donate or volunteer, please contact:

Jane Greenway, Sr. Parks and Land Management Coordinator
517.853.4610 or greenway@meridian.mi.us

Kit Rich, Sr. Park Naturalist, for projects at Harris Nature Center
517.349-3866 or rich@meridian.mi.us