



**AGENDA**  
CHARTER TOWNSHIP OF MERIDIAN  
PARK COMMISSION  
REGULAR MEETING  
Tuesday, July 13, 2021 4:30pm  
Meridian Service Center

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**REGULAR MEETING – 4:30 PM**

1. CALL MEETING TO ORDER
2. PUBLIC COMMENTS
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES – JUNE 8, 2021
5. DISCUSSION ITEMS
  - A. 2022 BUDGET REQUEST
  - B. CAPITAL IMPROVEMENT PROGRAM 2022-2027
6. ACTION ITEMS
  - A. 2022 BUDGET
  - B. CIP 2022-2027
7. DIRECTOR'S REPORT
8. PUBLIC COMMENTS
9. OTHER MATTERS AND COMMISSIONERS' COMMENTS
10. ADJOURNMENT

Next Park Commission Meeting: Tuesday, August 10, 2021 – 4:30 pm at Towner Road Park

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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: 2100 Gaylord C. Smith Court, Haslett

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CHARTER TOWNSHIP OF MERIDIAN  
PARK COMMISSION WORK SESSION & REGULAR MEETING **DRAFT** MINUTES  
Meridian Township Service Center – Outside  
Tuesday, June 8, 2021 5:30 pm

**PRESENT:** Commissioners Michael McDonald, Mark Stephens Stephens, Ami Van Antwerp, Mary Nardo-Farris, and Chair Amanda Lick

**EXCUSED:** None

**STAFF:** LuAnn Maisner, Director of Parks and Recreation; Jane Greenway, Parks and Land Management Coordinator; Derek Perry, Director of Engineering and Public Works

### **WORK SESSION**

#### **1. CALL MEETING TO ORDER**

Chair Lick called the meeting to order at 5:31pm

#### **2. APPROVAL OF AGENDA**

Commissioner Van Antwerp moved TO APPROVE THE AGENDA AS PRESENTED. Seconded by Commissioner Stephens.

VOICE VOTE: Motion carried unanimously.

#### **3. DISCUSSION ITEMS**

Pedestrian/Bicycle Pathway Masterplan Recommendations – Deputy Director Perry reviewed the plan recommendations. The Commissioners supported the recommendations and also supported prioritizing construction of the Towner Road pathway to provide safe access to Towner Road Park.

#### **4. ADJOURNMENT -5:58PM**

### **REGULAR MEETING**

#### **1. CALL MEETING TO ORDER**

Chair Lick called the meeting to order at 6:00 pm

#### **2. PUBLIC COMMENTS - NONE**

#### **3. APPROVAL OF MINUTES**

Commissioner Farris moved **TO APPROVE THE MINUTES FOR TUESDAY, MAY 18, 2021 REGULAR MEETING.** Seconded by Commissioner Van Antwerp.

VOICE VOTE: Motion approved unanimously.

#### **4. COMMUNICATIONS - NONE**

## 5. ACTION ITEMS

### A. Pedestrian/Bicycle Pathway Masterplan Recommendations

MOVED BY COMMISSIONER STEPHENS, SUPPORTED BY COMMISSIONER STEPHENS, SUPPORTED BY COMMISSIONER MCDONALD TO SUPPORT THE 2021 PEDESTRIAN- BICYCLE PATHWAY MASTERPLAN RECOMMENDATIONS AS PRESENTED WITH A REQUEST TO PRIORITIZE CONSTRUCTION OF THE PATHWAY ALONG TOWNER ROAD TO ACCOMMODATE SAFER ACCESS TO TOWNER ROAD PARK. VOICE VOTE: SUPPORTED UNANIMOUSLY.

### B. Meeting Calendar for Remainder of 2021

MOVED BY COMMISSIONER VAN ANTWERP, SUPPORTED BY COMMISSIONER FARRIS TO APPROVE THE FOLLOWING MEETING SCHEDULE FOR 2021:

**Tuesday, July 13** – 4:30 pm Hartrick Park (Location changed to Meridian Township Service Bldg.)

**Tuesday, August 10** – 4:30 pm Towner Road Park

**Tuesday, September 14** – 4:30 pm Zoom

**Tuesday, October 12** – 4:30 Meridian Service Center

**Tuesday, November 9** – 4:30 pm Town Hall

**December** – no meeting

VOICE VOTE: Motion approved unanimously.

## 6. DISCUSSION ITEMS

**A. 2022 Budget Discussion** – Director Maisner shared that the budget process is now underway for 2022. She is meeting with staff currently to determine needs for next year and will provide a draft budget for consideration in the next two weeks.

**B. Ribbon Cutting Events** – With completion of the grant projects at Harris Nature Center and Central Park, it is time to notify the community of these new amenities!

**C. Universal Access Advisory Board** - Parks and Land Management Coordinator, Jane Greenway has issued a press release to the community to obtain members to serve on our Universal Access Advisory Board. The purpose of this group is to review park plans and visit our park facilities to provide input on how we can improve their park experience. This will be an important element in our master plan update.

## 7. DIRECTOR'S REPORT

**A. Micro pantry update** – Staff worked with the Girl Scout troop to find a new home for their micro-pantry project with a local business. A better solution was found for this project.

**B. Acquisition Update** – The grant agreement has been executed, the purchase agreement drafted, and we are now waiting to receive the updated appraisal. Once the appraisal is received, staff will move forward.

- C. Fishing Derby** – Saturday, June 26, 9am-noon
- D. Farmers Market** – going strong 3,000 visitors 60 vendors
- E. Five Year Parks and Recreation master plan update** – much of the base info has been updated. Need to look at survey questions and community input sessions. Meetings at neighborhood parks?
- F. Love a Park Day** – Wednesday, June 16
- G. Budget 2022** – Maintenance and Repair, Towner Playground
- H. LEAP Art Grant Status** – Second bid opening this Thursday
- I. Labyrinth**- waiting on installation prices
- J. Pavilion Rentals and Trash**
- K. HNC camps full** – 400+ children
- L. Youth soccer ended** with 400 participants
- M. Youth baseball, softball and tee ball for Okemos, Haslett and Williamston** started this week with 460 players

## **8. PUBLIC COMMENTS**

None

## **9. OTHER MATTERS AND COMMISSIONERS' COMMENTS**

None

**10. ADJOURNMENT**- Hearing no objections, Chair Lick adjourned the meeting adjourned at 7:30 pm.

## **11. NEXT MEETING**

The next meeting is scheduled to be Tuesday, July 13, 2021 at 4:30 pm, Meridian Township Service Building).



**To: Park Commission**  
**From: LuAnn Maisner, Director of Parks and Recreation**  
**Date: July 10, 2021**  
**Re: 2022 Budget Request Summary**

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Park Millage Fund

ESTIMATED REVENUE		\$1,700,000
EXPENSES:		
Parks and Recreation Administration	\$190,000	
Harris Nature Center	\$180,000	
Park Maintenance	\$440,000	
Park Development	\$710,000	
TOTAL ESTIMATED EXPENSES		\$1,520,000
TOTAL ESTIMATED NET REVENUE FOR 2022		\$180,000 =====

PROPOSED PARK DEVELOPMENT PROJECTS:

Demolition of Okemos Road House	\$ 60,000	
Towner Rd Playground (if grant awarded)	\$400,000	
Parking Lot Repaving/expansion at N. Meridian Rd And Central Park South	\$200,000	
Park Signs	\$ 50,000	
TOTAL		\$710,000

Proposed General Fund Expenses

Parks and Recreation Administration	\$275,000
Park Maintenance	\$370,000
TOTAL	\$645,000

Motion for Park Commission consideration:  
**MOVE TO ACCEPT THE 2022 BUDGET REQUEST SUMMARY AS PRESENTED.**



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**Current-year CIP FOR PARKS**

July 9, 2021

<u>Year</u>	<u>Project Name</u>	<u>Cost</u>	<u>Funding Source</u>
2021	Marketplace on the Green Artificial Ice	\$75,000	Park Millage, GF
2021	Land Acquisition (Okemos Rd)	<u>\$170,000</u>	MNRTF, Park Millage
<b>Total 2021</b>		<b>\$245,000</b>	

**2022-2027 CIP PROPOSAL FOR PARKS**

**2022**

<u>Year</u>	<u>Project Name</u>	<u>Cost</u>	<u>Funding Source</u>
2022	Towner Road Park Playground	\$300,000	MNRTF/Park Millage
2022	Okemos Road House demolition	\$ 60,000	Park Millage
2022	Parking Lot repaving/expansion (Central Park South, N. Meridian Rd Park HNC)	\$200,000	Park Millage
2022	New Park Signs	\$20,000	Park Millage
2022	Shade Structure at Towner Pickleball	\$20,000	Park Millage

**2023**

2023	Central Park Pavilion Renovation, Landscaping	\$150,000	Park Millage
2023	Marshall Park Playground Replacement	\$150,000	Park Millage, Grants
2023	Okemos Road Parcel Development	\$400,000	Park Millage, Grants
2023	New Park signs	\$20,000	

**2024**

2024	Ottawa Hills Playground Replacement	\$ 75,000	Park Millage, Grants
2024	New Park Signs	\$20,000	

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**2025**

2025	Nancy Moore Park Playground	350,000	Park Millage/grant
2025	Nancy Moore Park Pavilion	\$300,000	Park Millage/grant
2025	Nancy Moore Park Loop Trail	<u>\$90,000</u>	Park Millage/grant

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**2026**

2026	Hillbrook Park Restroom Building	\$250,000	Park Millage, Federal and State Grants
2026	Wonch Park Improvements – Restroom, Streambank, launch, WiFi	\$500,000	Park Millage, Federal or State Grants
2026	Snell-Towar Recreation Center Improvements	<u>\$185,000</u>	Park Millage, Federal or State Grants

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**2027**

2027	Central Park Improvements-Splashpad	\$500,000	Park Millage, Federal or State Grants
2027	Meridian Riverfront Park Trail Improvements	\$1,000,000	Park Millage, Pathway Millage, Federal/State Grants
<del>2026</del>	<del>Newton Road Park Playground</del>	<del><u>\$100,000</u></del>	<del>Park Millage</del>

**Other items for discussion/consideration:**

Skate Park  
Disc golf course  
Cricket field