



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
TOWNSHIP BOARD –REGULAR MEETING
FEBRUARY 21, 2017
6:00PM

1. CALL MEETING TO ORDER*
2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS
3. ROLL CALL
4. PRESENTATION
 - A. Dave Hall-Chief of Police-Cadet Presentation
5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS*
6. TOWNSHIP MANAGER REPORT
7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS
8. APPROVAL OF AGENDA
9. CONSENT AGENDA (SALMON)
 - A. Communications
 - B. Minutes-February 7, 2017 Regular Meeting
 - C. Bills
 - D. Request for MERS Additional Service Credit Purchase
10. QUESTIONS FOR THE ATTORNEY
11. HEARINGS (CANARY)
12. ACTION ITEMS (PINK)
 - A. 2017-2019 Meridian Township Firefighters Association Agreement
 - B. Commission Appointments
 - (1) Communications Commission Alternate Appointment
 - (2) Environmental Commission Appointments
 - C. LEAP Public Art Grant Application
 - D. Kansas Road Sewer Special Assessment District #52 - **Resolution #4**
 - E. City of Williamston Recreation Agreement Renewal
 - F. Parks and Recreation Master Plan 2017-2021
 - G. Towner Road Park Bid Award
 - H. Master Plan Distribution
13. BOARD DISCUSSION ITEMS (ORCHID)
 - A. Meridian Township Brownfield Redevelopment Authority
 - B. Flowage Easement Approval
 - C. Bennett Village Street Lights Special Assessment District #424 - **Resolution #1 and #2**
14. COMMENTS FROM THE PUBLIC*
15. OTHER MATTERS AND BOARD MEMBER COMMENTS
16. CLOSED SESSION- Legal Opinion
17. ADJOURNMENT

*ALL COMMENTS LIMITED TO 3 MINUTES, UNLESS PRIOR APPROVAL FOR ADDITIONAL TIME FOR GOOD CAUSE IS OBTAINED FROM THE SUPERVISOR.

Individuals with disabilities requiring auxiliary aids or services should contact the Meridian Township Board by writing or calling the following: Township Manager Frank L. Walsh, 5151 Marsh Road, Okemos, MI 48864-1198 (517-853-4258) – Ten Day Notice is Required.

Meridian Charter Township: 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000 Township Hall Room;
www.meridian.mi.us

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

TOWNSHIP BOARD REGULAR MEETING COMMUNICATIONS, FEBRUARY 21, 2017

(1) Board Information (BI)

- BI-1 April Allison, 4721 Ottawa Drive, Okemos; RE: Thank you to the Board for its deliberation on the Resolution in Opposition to the Presidential Order Banning Refugees
- BI-2 Donna Rose, 6207 Cobblers Drive, East Lansing; RE: Comments regarding the February 7, 2017 Board meeting
- BI-3 John P. Gardner, Director, External Affairs, Comcast, Heartland Region, 1401 E. Miller Road, Lansing; RE: Change in channel lineup effective March 14, 2017
- BI-4 Phyllis Vaughn, 6100 Balog Court, Haslett; RE: Comments made during the February 7, 2017 Post Script
- BI-5 Aaron Richmond, 1424 Biscayne Way, Haslett; RE: Comments on an article in *The Washington Post* relative to treatment of a member of the immigrant community by ICE agents

(2) Commission Linkage (CL)

- CL-1 Michael Huerta, 5561 Canoga Lane, Haslett; RE: Resignation from the Local Officials Compensation Commission

(3) Regional Linkage (RL)

- RL-1 Ingham County Drain Commissioner Patrick Lindemann, 707 Buhl Street, Mason; RE: Bracken Woods Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on February 28, 2017 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office
- RL-2 Ingham County Drain Commissioner Patrick Lindemann, 707 Buhl Street, Mason; RE: Dingman Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on February 28, 2017 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office
- RL-3 Ingham County Drain Commissioner Patrick Lindemann, 707 Buhl Street, Mason; RE: Sierra Ridge Drain Drainage District "Notice of Day of Review of Drainage District Boundaries" to be held on February 28, 2017 from 9:00 A.M. to 5:00 P.M. at the Drain Commissioner's Office

(4) On File in the Clerk's Office (OF)

Material handed out at the January 7, 2017 Board Meeting

Trustee Opsommer; RE: Overtime expenses for minutes taken at Board Meetings

**CLERK'S OFFICE
BOARD COMMUNICATIONS
FEBRUARY 21, 2017**

Board Information (BI)

Brett Dreyfus

From: April Allison <aprilallison@outlook.com>
Sent: Wednesday, February 08, 2017 12:47 AM
To: Township Board
Subject: thank you

Board Members,

Tonight was the first time I attended a Meridian Board meeting.

First, I want to say thank you for working every day on our behalf. Second, I appreciated the way you seriously and with mutual respect considered whether one sentence should be removed from the proposed Resolution in Opposition to the Presidential Order Banning Refugees. I was pleased by both your process and the outcome of your vote.

April Allison
4721 Ottawa Dr.

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FEB 21 2017

Sandy Otto

From: Donna Rose <wild-rose@sbcglobal.net>
Sent: Thursday, February 09, 2017 4:19 AM
To: Board
Cc: Frank Walsh
Subject: Comments about feb 7, 2017 meeting

Dear supervisor Styka and Board Members,

After listening to the Feb. 7, 2017 Board of Trustee meeting I have the following comments. First, I agree with every statement Clerk Dreyfus made in the report following the meeting. However I did think it was brave of Trustee Opsommer to try and use our government's oppression as justification for why we should not discriminate. I know it is hard for a government body to criticize the government! But I believe that honesty will set us free. I am one of the people in our country who believes that there is a lot of greatness in America, otherwise why would everyone want to come here? But I also believe oppression still exists, especially in education. As long as we continue to use zip codes to provide financial support to public schools, there will always be a percentage of our population who will not share full entitlement in the "American Dream". This is currently government sponsored education discrimination. I am from the actual city of Detroit, so I feel very strongly about this. Our whole country will be working to help people without educational skills for a long time to come. It's just not right. It hurts everybody.

Second, I would never ban immigrants from entering legally and I surely don't believe in building any wall. I am half Cherokee. That side of My family suffered a lot of tragedy because of immigration and the government, but then the auto industry rescued them. My grandma who passed last year at 102 was one of the original "Rosie the Riveters" at the Willow Run Plant building bombers. Sometimes you can use opportunity to overcome oppression, but for some it can be difficult. So I would say the sentence you all struck from the Immigration Resolution is based on the perception of the beholder, so maybe it was good to just remove it. The good people of the world must speak up when things begin to look improper as of late. So I am glad it passed.

Handling immigration is tricky. Good immigration policy has to take into account whether our country can provide enough resources for the people and the current citizens. Communities are the same way. If you plan bigger you need more resources. In the fall I read a long boring book about the history of US immigration, so boring I can't remember the title off-hand. I learned a lot reading this book, in between yawns, and kept plodding through it because it did contain lots of good information. I would urge anyone to read a book about the history of US immigration. It wouldn't be a leisure read, but you will know more as a result. Throughout US immigration history government officials had a variety of theories on how it should go, and for the most part it has been a very impersonal process. Nowadays it can take as long as 13 years to be given a Visa to enter. Since 9/11 immigration vetting changed significantly. It now involves a very critical process.

It wasn't discussed tonight, but I don't like the plan to install DSAs on public property. These are profit making companies, so much so I unplugged them and now watch my TV with a regular digital antenna and like the programming even better. I get about 18 channels, and they are all different. Why can't for profit companies place these DSAs atop of businesses and pay to do so? We know they will look ugly, could be a safety concern, and we don't know their health implications, so I don't think we need to be responsible for them.

As to the draft Master Plan. Please take more time to develop a better one. Your Planning Commission Chair, who I think was one of the last people to speak is right. It needs to be more deliberate in its scope. I don't want to live somewhere like some of the Asian cities have become. I don't want over-growth. I left Ann Arbor which was overgrown. The roads aren't big enough to accommodate all of the automobiles, even though a lot of professional people ride buses there. The

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roads, in most cases, can't be widened or they would go up to people's front porches. The sprawl keeps going there and it is noisy, and never settled.

There is a Canadian medical study that has shown a good correlation between Alzheimer's Disease and how close people live to busy roads. I can forward it to you if you would like. It was a large and good study because Canada has a single payee insurance system so records were easy to gather and easily adjusted for similarities and differences in health and living situations. Let's stop and think about what we are doing to ourselves. Figure out how much growth we can live with and be mentally and physically healthy. Don't approve this Plan until you can really get it right. Don't expand for the sake of expanding. Let's agree not to be over-dense and plan for that. As it was stated, my neighbors near Walnut Hills wouldn't be going through the fight of their lives had the current Master Plan been better planned out. And by the way, the developer is going to build more condos there. Condos where I live are selling slowly. I am concerned my property value will decline as our homes will be harder to sell.

As a CATA Board member I thought our Board Retreat was very informative and well done. CATA has some wonderful people working there. I was extremely sad for Williamston and Williamstown Twp. residents were only given a six day warning just after a holiday to learn they were losing two of their same day services. You can read an editorial in last Sunday's LSJ from a Williamstown Twp. Trustee Duffy, and a rebuttal from CATA CEO Draggoo. Since I depend solely on public transit I can only imagine problems that were caused on Monday Jan 9 when people realized their service was gone and the only service left is an advanced reservations system. I know citizens who were very inconvenienced. Then to top it off, I was called by residents with concerns before I even knew about this. Officials from the two municipalities say they were never contacted about this. Sandy gives some explanations for what was actually done, but none of them address not talking to the people about discontinuation of the Williamston Redi Ride and the Williamston Connectors, both services could be used on the same day. If they had a contract perhaps this couldn't have happened to them. Had CEO Draggoo met with officials long before discontinuing services, a better solution may have been found. There are a bunch of State and Federal regulations governing what a transit authority can do which are pretty much in favor of the authority, and the people have very little power to make changes except at the ballot box, but that can be a long six or so years between votes if the authority doesn't want to take the consumers into account. Not taking the consumers and tax payers into account can cause public relations problems for the transit authority. I need the CATA services, so it is annoying to me when people feel abandoned like Williamston and Williamstown Twp.. We are lucky to get the vote of any taxpayer, especially if they don't ride the services. We need to plan better. I know from personal experience, there is nothing like waiting out in the rain or cold for a bus that never comes. I am hoping something can be done to mend this fence.

Thank you for hearing my comments and concerns.

Donna Rose
6207 Cobblers Drive
East Lansing, MI 48823
517-489-2233

It is better to light a single candle than to curse the darkness.
Attributed to Eleanor Roosevelt

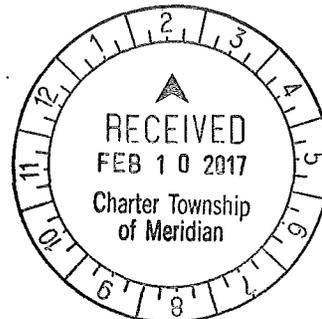
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February 6, 2017

Ms. Deborah Guthrie, Cable Coordinator
Meridian Township
5151 Marsh Road
Okemos, MI 48864



Dear Ms. Guthrie:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community. I am writing to notify you a change to the channel lineup.

On or about March 14, 2017, Esquire will no longer be available on the Comcast channel lineup.

As always, feel free to contact me directly at 517-334-5686 with any questions you may have

Sincerely,

John P. Gardner
Director, External Affairs
Comcast, Heartland Region
1401 E. Miller Rd.
Lansing, MI 48911

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BI-3

FEB 21 2017

Sandy Otto

From: phyllis vaughn <vaughnp8@yahoo.com>
Sent: Monday, February 13, 2017 5:31 PM
To: Board; Frank Walsh
Subject: Two items

As a member of the public I feel it necessary to reject the statements Clerk Dreyfus chose to make after the Feb. 7th board meeting. I totally understand he has a right to his opinion, however I feel he showed total disregard for the time and efforts put in by the Planning Commission and the staff. I have watched many of the Planning Commission meetings, including the joint ones held with the board. Clerk Dreyfus had the same access and more than an average citizen to participate in the drafting of the master plan. Secondly the DAS was discussed long ago with the old board and members of staff. It is my belief that his comments are not only misleading to the public but an attack on the people who put so much time and effort into these plans.

Today I had a phone conversation with County Clerk Barb Byrum. Clerk Dreyfus was scheduled to have a coffee with her to discuss election practices. The coffee was in Mason at Big B coffee. Ms. Byrum had with her the Chief Deputy Jan Shuster and the Clerks Election coordinator Justin. Mr. Dreyfus arrived and asked for private meeting with the County Clerk. When his request was denied he left.

I have asked several times who Supervises the Clerk and his office. I have been told it is the public. Recently I heard a Senator say if we see something don't ignore it. Our government is or should be accountable to the residents.

I am requesting that the Clerk be accountable for his time. If he isn't in his office for the public, I believe the public has the right to know why.

Also please take measures necessary to make this letter available to the public.

Sincerely
Phyllis Vaughn
Resident Meridian Township.

FEB 21 2017

BI-4

FEB 21 2017

Sandy Otto

From: Richmond, Aaron <richmo81@anr.msu.edu>
Sent: Friday, February 17, 2017 9:29 AM
To: Board
Subject: Not sure if you all saw this

Members of the Board,

Below is an article regarding ICE agents arresting an undocumented woman seeking protection under the law from an abusive partner. This is exactly the sort of terror that I was referring to at the last town meeting that is suffered uniquely by members of the immigrant community. Granted this is ICE and not local law enforcement, but these actions and this story does nothing except reinforce the belief that if you are an immigrant to this country... you are not welcome here and you do not have the same rights under the law that US Citizens do.

https://www.washingtonpost.com/news/morning-mix/wp/2017/02/16/this-is-really-unprecedented-ice-detains-woman-seeking-domestic-abuse-protection-at-texas-courthouse/?utm_term=.4a5ef9aa702a

El Paso is not officially a sanctuary city, although they have something of a bizarre situation. Local law enforcement is barred from asking the immigration status of individuals as a matter of policy that came about as part of a lawsuit settlement, but the El Paso County Sheriff's Office does cooperate with ICE detainers (<http://kfoxtv.com/news/local/el-paso-county-sheriff-richard-wiles-speaks-out-against-sanctuary-cities-bill>).

The details of this story are definitely weird, but these details are quickly becoming the new normal. As Meridian Township has a relatively large immigration population, by virtue of being so near to MSU, it is critical that our friends and neighbors within our community feel safe when interacting with the men and women of our local law enforcement, whether that interaction is a routine traffic stop, reporting a crime, acting as a witness, etc.

These incidents are occurring all over the country. El Paso is not unique. Just because this has not happened here (that I am aware of, at any rate), does not mean that we are somehow immune. We cannot take a "wait and see" approach when it comes to the health, safety, and happiness of our communities. We need only to look objectively at this nation's history to see the irreparable harm that is caused to so many when our government overtly oppresses and persecutes those under its protection.

AARON

Information Technologist I
ANRTS Service Desk
Justin S. Morrill Hall of Agriculture
446 W. Circle Drive, Room 416
East Lansing, MI, 48824

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**CLERK'S OFFICE
BOARD COMMUNICATIONS
FEBRUARY 21, 2017**

Commission Linkage (CL)

Brett Dreyfus

From: Joyce Marx
Sent: Monday, February 06, 2017 3:48 PM
To: Brett Dreyfus
Subject: FW: Meridian Township Local Officials Compensation Commission

Brett, Please see Mike's email response to me.

From: mike huerta [<mailto:orchardmj@yahoo.com>]
Sent: Wednesday, February 01, 2017 3:30 PM
To: Joyce Marx
Subject: Re: Meridian Township Local Officials Compensation Commission

Joyce,

I apologize for not responding sooner. I don't think I will be able to serve on the commission this year. I have been helping care for my elderly mother and her Alzheimers disease has started to advance to the point that I need to scale back some of my commitments outside the home. Please pass along my apologies to the commission and I hope this does not put all of you in a bind.

thank you

Mike Huerta

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**CLERK'S OFFICE
BOARD COMMUNICATIONS
FEBRUARY 21, 2017**

Regional Linkage (RL)

Patrick E. Lindemann

Ingham County Drain Commissioner

PO Box 220
707 Buhl Avenue
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364

<http://dr.ingham.org>



Carla Florence Clos
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

David C. Love
Chief of Engineering and Inspection

Sheldon Lewis
Administrative Assistant

February 1, 2017

Re: Bracken Woods Drain Drainage District

Dear Clerk:

I am sending the enclosed "Notice of Day of Review of Drainage District Boundaries" to you in accordance with Public Act 261 of 2013. The Review will be held on Tuesday, February 28, 2017, from 9 a.m. to 5 p.m. at my office located at 707 Buhl Avenue, Mason, Michigan, 48854.

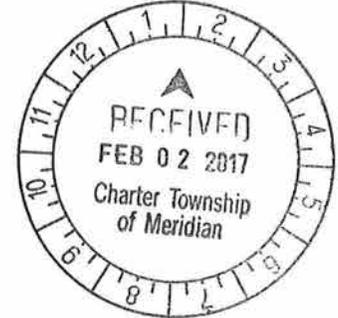
The purpose of the Review is to ensure that landowners are only billed for work on drains to which their lands actually drain. This Review will not decide any assessment. However, it may establish new drainage district boundaries for the future. Your attendance at the Review is not required, but is most welcome and appreciated.

A map showing the drainage district is posted on the Ingham County web site (<http://dr.ingham.org>) and at my office. A list of Frequently Asked Questions is included with this mailing.

If you have any questions, please call me. If you choose to attend the Review, I look forward to meeting with you on February 28th. Please know that I consider it a great honor and privilege serving you and the other citizens of Ingham County.

Respectfully yours,

Patrick E. Lindemann
Ingham County Drain Commissioner



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RL-1

FEB 21 2017

**STATE OF MICHIGAN
OFFICE OF THE INGHAM COUNTY DRAIN COMMISSIONER**

In the Matter of: Bracken Woods Drain (B 67-00)

**NOTICE OF DAY OF REVIEW
OF DRAINAGE DISTRICT BOUNDARIES**

Notice is Hereby Given that on February 28, 2017, the Ingham County Drain Commissioner will hold a Day of Review of Drainage District Boundaries from 9 a.m. to 5 p.m. at the Office of the Ingham County Drain Commissioner, 707 Buhl, Mason, Michigan 48854. At that time and place, the Drain Commissioner will hear the proofs and allegations and carefully reconsider and review the description of lands comprising the Drainage District, and determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drain and is just and equitable pursuant to Section 197 of 1956 PA 40, as amended. The Drain is located and established in the following municipality, and a general description by section number of the lands proposed to be added or deleted in whole or in part include the following:

- Meridian Township – Lands proposed to be added or deleted are in Sections 24 and 25

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Ingham County Drain Commissioner at (517) 676-8395 or the Michigan Relay Center at 711 (TTY) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

You are Further Notified that persons aggrieved by the decision of the Drain Commissioner to add or delete property to or from the Drainage District may seek judicial review in the Ingham County Circuit Court within ten (10) days of the decision.



Dated: January 20, 2017

Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl
Mason, MI 48854
(517) 676-8395

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Patrick E. Lindemann

Ingham County Drain Commissioner

PO Box 220
707 Buhl Avenue
Mason, MI 48854-0220

Phone: (517) 676-8395

Fax: (517) 676-8364

<http://dr.ingham.org>



Carla Florence Clos
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

David C. Love
Chief of Engineering and Inspection

Sheldon Lewis
Administrative Assistant

February 1, 2017

Re: Dingman Drain Drainage District

Dear Clerk:

I am sending the enclosed "Notice of Day of Review of Drainage District Boundaries" to you in accordance with Public Act 261 of 2013. The Review will be held on Tuesday, February 28, 2017, from 9 a.m. to 5 p.m. at my office located at 707 Buhl Avenue, Mason, Michigan, 48854.

The purpose of the Review is to ensure that landowners are only billed for work on drains to which their lands actually drain. This Review will not decide any assessment. However, it may establish new drainage district boundaries for the future. Your attendance at the Review is not required, but is most welcome and appreciated.

A map showing the drainage district is posted on the Ingham County web site (<http://dr.ingham.org>) and at my office. A list of Frequently Asked Questions is included with this mailing.

If you have any questions, please call me. If you choose to attend the Review, I look forward to meeting with you on February 28th. Please know that I consider it a great honor and privilege serving you and the other citizens of Ingham County.

Respectfully yours,

Patrick E. Lindemann
Ingham County Drain Commissioner



FEB 21 2017

RL-2

FEB 21 2017

**STATE OF MICHIGAN
OFFICE OF THE INGHAM COUNTY DRAIN COMMISSIONER**

In the Matter of: Dingman Drain (D 13-00)

**NOTICE OF DAY OF REVIEW
OF DRAINAGE DISTRICT BOUNDARIES**

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- Alaiedon Township – Lands proposed to be added or deleted are in Section 5
- City of Lansing – Lands proposed to be added or deleted are in Section 5
- Meridian Township – Lands proposed to be added or deleted are in Section 32

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Ingham County Drain Commissioner at (517) 676-8395 or the Michigan Relay Center at 711 (TTY) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

You are Further Notified that persons aggrieved by the decision of the Drain Commissioner to add or delete property to or from the Drainage District may seek judicial review in the Ingham County Circuit Court within ten (10) days of the decision.



Dated: January 20, 2017

Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl
Mason, MI 48854
(517) 676-8395

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(page 2 of 2)

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Patrick E. Lindemann

Ingham County Drain Commissioner

PO Box 220
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Carla Florence Clos
Deputy Drain Commissioner

Paul C. Pratt
Deputy Drain Commissioner

David C. Love
Chief of Engineering and Inspection

Sheidon Lewis
Administrative Assistant

February 1, 2017

Re: Sierra Ridge Drain Drainage District

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If you have any questions, please call me. If you choose to attend the Review, I look forward to meeting with you on February 28th. Please know that I consider it a great honor and privilege serving you and the other citizens of Ingham County.

Respectfully yours,

Patrick E. Lindemann
Ingham County Drain Commissioner



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RL-3

FEB 21 2017

**STATE OF MICHIGAN
OFFICE OF THE INGHAM COUNTY DRAIN COMMISSIONER**

In the Matter of: Sierra Ridge Drain (S 38-00)

**NOTICE OF DAY OF REVIEW
OF DRAINAGE DISTRICT BOUNDARIES**

Notice is Hereby Given that on February 28, 2017, the Ingham County Drain Commissioner will hold a Day of Review of Drainage District Boundaries from 9 a.m. to 5 p.m. at the Office of the Ingham County Drain Commissioner, 707 Buhl, Mason, Michigan 48854. At that time and place, the Drain Commissioner will hear the proofs and allegations and carefully reconsider and review the description of lands comprising the Drainage District, and determine whether the addition or deletion of lands will more accurately define the boundaries of the land benefitted by the Drain and is just and equitable pursuant to Section 197 of 1956 PA 40, as amended. The Drain is located and established in the following municipality, and a general description by section number of the lands proposed to be added or deleted in whole or in part include the following:

- Meridian Township – Lands proposed to be added or deleted are in Sections 4 and 9

Persons with disabilities needing accommodations for effective participation in the meeting should contact the Ingham County Drain Commissioner at (517) 676-8395 or the Michigan Relay Center at 711 (TTY) at least 24 hours in advance of the meeting to request mobility, visual, hearing, or other assistance.

You are Further Notified that persons aggrieved by the decision of the Drain Commissioner to add or delete property to or from the Drainage District may seek judicial review in the Ingham County Circuit Court within ten (10) days of the decision.



Dated: January 20, 2017

Patrick E. Lindemann
Ingham County Drain Commissioner
707 Buhl
Mason, MI 48854
(517) 676-8395

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FREQUENTLY ASKED QUESTIONS

Q: Why did I receive a notice in the mail?

A: You received a notice because you own property in a drainage district where changes to the boundaries of the drainage district are under consideration.

Q: What is a drainage district?

A: A drainage district is a land area benefitting from an established county drain. Under Michigan law, a drainage district is a public corporation authorized to build and maintain a drain, and to own land and hold property rights necessary for that purpose. It is also authorized to assess lands within its boundaries.

Q: Why is my property in a drainage district?

A: Generally, a property is determined to be in a drainage district if runoff from that property drains to, or has the potential to drain to, an established county drain.

Q: Why are changes to the drainage district boundaries being considered?

A: In many cases, drainage district boundaries were established decades or even a century ago. Since that time, changes in land use, surface composition, and topography may have occurred that alter historic drainage patterns. These alterations can change whether, and to what extent, properties are now benefitted by a county drain.

Q: Is my property affected by the proposed boundary change?

A: Only a portion of properties are affected by the proposed boundary change. See the map online at <http://dr.ingham.org/> or call (517) 676-8395 to find out whether your property is one of those proposed to be added to, or deleted from, the drainage district.

Q: What if I don't see a drain near my property?

A: Not all county drains are visible. Although county drains can be watercourses and/or manmade ditches that appear to be creeks or streams, many drains are underground tiles beneath fields or storm drain pipes below streets or under backyards.

Q: How does my property benefit from the drain?

A: County drains are an important part of public infrastructure in much the same way as roads, water mains, and sanitary sewers. Although drains may not be visible, they provide an outlet for storm water runoff and reduce the risk of property damage caused by flooding.

Q: What happens on the Day of Review of Drainage District Boundaries?

A: On the Day of Review, historical drainage district boundaries will be updated so that all properties currently benefitting from the drain are included, and the properties not benefitting from the drain are excluded. The Day of Review of Drainage District Boundaries provides property owners with an opportunity to talk to Drain Office staff to ensure that their property is correctly included or excluded from the drainage district.

Q: Do I have to attend the hearing?

A: You have the right to attend the hearing, but you are not required to attend.

Q: How can I get more information?

A: Visit our website at <http://dr.ingham.org/> or call (517) 676-8395 and a member of our Drain Office staff will be happy to assist you.

Overtime expenses for minute taken at Board Meetings

| <u>Year</u> | <u>Actual Expenses</u> |
|-------------|------------------------|
| 2008 | \$ 3,906.00 |
| 2009 | \$ 4,759.00 |
| 2010 | \$ 4,953.00 |
| 2011 | \$ 5,020.00 |
| 2012 | \$ 8,668.00 |
| 2013 | \$ 7,679.00 |
| 2014 | \$ 6,456.00 |
| 2015 | \$ 16,065.00 |
| 2016 | \$ 16,538.00 |

PROPOSED BOARD MINUTES

PROPOSED MOTION:

Move to approve and ratify the minutes of the February 7, 2017 Regular Meeting as submitted.

ALTERNATE MOTION:

Move to approve and ratify the minutes of the February 7, 2017 Regular Meeting with the following amendment(s): [insert amendments].

**FEBRUARY 21, 2017
REGULAR MEETING**

MERIDIAN CHARTER TOWNSHIP
TOWNSHIP BOARD REGULAR MEETING - **DRAFT** -
5151 Marsh Road, Okemos, MI 48864-1198
853-4000, Town Hall Room
TUESDAY, FEBRUARY 7, 2017 **6:00 P.M.**

PRESENT: Supervisor Styka, Clerk Dreyfus, Treasurer Brixie, Trustees Deschaine, Jackson, Opsommer, Sundland

ABSENT: None

STAFF: Assistant Township Manager/Director of Public Works and Engineering Derek Perry, Director of Community Planning & Development Mark Kieselbach, Director of Finance Miriam Mattison, Communications Director Deborah Guthrie, Principal Planner Gail Oranchak, Associate Planner/Economic Development Coordinator Ben Motil

1. CALL MEETING TO ORDER

Supervisor Styka called the meeting to order at 6:02 P.M.

2. PLEDGE OF ALLEGIANCE/INTRODUCTIONS

Supervisor Styka led the Pledge of Allegiance.

3. ROLL CALL

The Clerk called the roll of the Board.

4. PRESENTATION (None)

5. CITIZENS ADDRESS AGENDA ITEMS AND NON-AGENDA ITEMS

Supervisor Styka opened Public Remarks.

Patty McPhee, 5275 Thames Drive, Haslett, believed the resolution in opposition to the Presidential Order banning refugees is unnecessary as the word ban is not used in the Presidential Order.

Aaron Richmond, 1424 Biscayne Way, Haslett, spoke in support of the resolution that opposes the Presidential order banning refugees as he believes the order violates federal laws and targets Muslims. He encouraged Meridian Township to become a Sanctuary City. He relayed information regarding discrimination suffered by a LGBTQ couple in Meridian Township which led to their move to East Lansing.

Neil Bowlby, 6020 Beechwood Drive, Haslett, voiced appreciation to the Clerk for implementation of a new format utilized to produce Board minutes. He addressed the headings used in the Board minutes to characterize the type of meeting held. Mr. Bowlby spoke to the sale of the Walnut Hills Golf Course and the resulting adversarial position between nearby residents and the developer. Since he believed it would be difficult to build on the northern portion of the parcel, Mr. Bowlby spoke to the feasibility of either the Land Preservation Advisory Board or the Township purchasing that portion of this property. He also noted it would be a good addition to the Township's existing park system.

Supervisor Styka closed Public Remarks.

6. TOWNSHIP MANAGER REPORT

Assistant Township Manager/Director of Public Works and Engineering Perry reported the following:

- The 2016 Annual Report will be handed out to Board members at the February 21, 2017 Board Meeting
- Chinese New Year celebration will be held on Saturday, February 11, 2017 at 1:00 P.M. in Meridian Mall

- Special event to be held at the State Capitol on February 16th at 1:30 P.M. to celebrate the 175th anniversary of Enactment Day for Meridian Township

7. BOARD MEMBER REPORTS AND ANNOUNCEMENTS

Trustee Deschaine reported his attendance at last week's Economic Development Corporation (EDC) meeting where a \$900 grant was approved for a 3D printer for Haslett Schools. He also noted the Transportation Commission (TC) met for the first time on January 26th, elected its officers and discussed the scope of the TC. He indicated Redi-Ride is scheduled as the discussion topic for the next meeting and staff was requested to provide information from the Redi-Ride subcommittee meetings held in 2016. Upon Board member inquiry, he indicated the TC will meet the fourth Thursday of each month at 6:00 P.M. in the Town Hall Room unless otherwise determined.

Trustee Opsommer reported his attendance at the January 18, 2017 annual goal setting retreat for the Capital Area Transportation Authority's (CATA) Board, and input was provided to staff on assumptions made in producing the upcoming budget.

Treasurer Brixie reported her attendance at the last Economic Development Corporation (EDC) meeting and her second Tri-County Regional Planning Commission (TCRPC) meeting. At the TCRPC, the annual report was received and committee assignments made. Treasurer Brixie indicated she will be serving on the Transportation Committee. She announced winter property taxes are due by February 14, 2017 at 5:00 P.M. Treasurer Brixie reported the Assessor's Review will be held on March 1st, 2nd and 3rd from 9:00 A.M. to noon and 2:00 P.M. to 5:00 P.M. and is a mechanism to streamline the Assessing Board of Review process. She requested the Township utilize a union printshop for Township business cards, letterhead and envelopes.

Supervisor Styka reported his attendance with staff and Consumers Energy representatives regarding a new outreach to businesses and developers in an effort to increase efficiency in energy usage. He noted his attendance along with staff at a seminar hosted by the Greater Lansing Realtors Association on walkable communities.

8. APPROVAL OF AGENDA

Clerk Dreyfus moved to approve the agenda amended as follows:

- **Add Agenda Item #12D: Resolution Commemorating Black History Month**

Seconded by Treasurer Brixie.

VOICE VOTE: Motion carried unanimously.

9. CONSENT AGENDA (SALMON)

Supervisor Styka reviewed the consent agenda.

Treasurer Brixie moved to adopt the Consent Agenda. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

A. Communications

(1) Board Information (BI)

BI-1 Donna Rose, 6207 Cobblers Drive, East Lansing, MI; RE: Revision of the Welcoming Resolution to include persons with disabilities

BI-2 Rhonda Bueche, 4126 Leeward Drive, Okemos; RE: Opposition to the rezoning of the Walnut Hills Country Club

BI-3 Colin Boocker, 10553 Corcoran Road, Haslett; RE: Protection of minority citizens within Meridian Township

- BI-4 Elaine Ackerman (unknown address); RE: Snow Removal
- BI-5 Richard T. Peterson, 6348 Lake Drive, Haslett; RE: Meridian Township as a sanctuary community

(2) Commission Linkage (CL)

- CL-1 Donald Dickmann, 5504 Earliglow Lane, Haslett; RE: Resignation from the Environmental Commission

Treasurer Brixie moved that the communications be received and placed on file, and any communications not already assigned for disposition be referred to the Township Manager or Supervisor for follow-up. Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

B. Minutes

- (1) **Treasurer Brixie moved to approve and ratify the minutes of the January 7, 2017 Regular Meeting as submitted. Seconded by Trustee Jackson.**

Trustee Opsommer moved to amend the January 7, 2017 minutes as follows:

- **Add a second bullet point at the top of Page 3 under Agenda Item F to read: “Board member transmission of a communication to the Board recording overtime expenses for minutes taken at Board meetings”**

Seconded by Trustee Deschaine.

Board discussion:

- Request for the communication to be included in the next Township Board packet

VOICE VOTE ON THE AMENDMENT: Motion carried unanimously.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

- (2) **Treasurer Brixie moved to approve and ratify the minutes of the January 10, 2017 Regular Meeting as submitted. Seconded by Trustee Jackson.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

- (3) **Treasurer Brixie moved to approve and ratify the minutes of the January 17, 2017 Regular Meeting as submitted. Seconded by Trustee Jackson.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
NAYS: None
Motion carried unanimously.

- (4) **Treasurer Brixie moved to approve and ratify the minutes of the January 24, 2017 Special Meeting as submitted. Seconded by Trustee Jackson.**

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland,
 Supervisor Styka, Treasurer Brixie, Clerk Dreyfus
 NAYS: None
 Motion carried unanimously.

C. Bills

Treasurer Brixie moved that the Township Board approve the Manager's Bills as follows:

| | |
|--|----------------------------|
| Common Cash | \$ 1,332,007.23 |
| Public Works | \$ 451,739.93 |
| Trust & Agency | \$ 1,189,600.12 |
| Total Checks | \$ 2,973,347.28 |
| Credit Card Transactions (Jan. 11 to Feb. 21, 2017) | \$ 10,623.91 |
| Total Purchases | <u>\$ 2,983,971.19</u> |
| ACH Payments | <u>\$ 977,273.17</u> |

Seconded by Trustee Jackson.

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor
 Styka, Treasurer Brixie, Clerk Dreyfus
 NAYS: None
 Motion carried unanimously.

[Bill list in Official Minute Book]

10. QUESTIONS FOR THE ATTORNEY (None)

11. HEARINGS (None)

12. ACTION ITEMS

A. Corridor Improvement Authority (CIA) Appointments

Treasurer Brixie moved to approve the following appointments made by Supervisor Styka to the Corridor Improvement Authority for the periods of time set forth below:

- Mark A. Epolito – for a term ending February 1, 2021**
- Barry Goetz – for a term ending February 1, 2019**
- Todd Huhn – for a term ending February 1, 2021**
- Kellie Johnson – for a term ending February 1, 2019**
- Brian W. Jones – for a term ending February 1, 2021**
- Chris Nugent – for a term ending February 1, 2020**
- Bruce Peffers – for a term ending February 1, 2018**
- Chris Riggerink – for a term ending February 1, 2020**
- Nikki Soldan – for a term ending February 1, 2018**

Seconded by Clerk Dreyfus.

Board discussion:

- Appreciation to the EDC for its work on the creation of the CIA

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Sundland, Supervisor
 Styka, Treasurer Brixie, Clerk Dreyfus

NAYS: None

Motion carried unanimously.

B. Other Board and Commission Appointments

(1) Building Board of Appeals (BBA) Appointment

Trustee Jackson moved to rescind the January 3, 2017 appointment of Donna Kregelka to the Building Board of Appeals. Seconded by Trustee Deschaine.

Board discussion:

- Ms. Kregelka was named 2016 Educator of the Year, but does not have the qualifications required to serve on the Building Board of Appeals

VOICE VOTE: Motion carried unanimously.

Trustee Deschaine moved to appoint David P. Premoe to fill a vacancy on the Building Board of Appeals for a term ending December 31, 2018. Seconded by Trustee Opsommer.

Board discussion:

- Mr. Premoe has extensive experience in the building profession
- Board meets very infrequently

VOICE VOTE: Motion carried unanimously.

(2) Community Resource Commission (CRC) Appointment

Treasurer Brixie moved to appoint Donna Kregelka to the Community Resources Commission for a term ending December 31, 2018. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried unanimously.

Treasurer Brixie moved to appoint Aaron Richmond to the Community Resources Commission for a term ending December 31, 2018. Seconded by Trustee Deschaine.

Board discussion:

- Mr. Richmond would bring diversity to this commission
- Additional appointment would provide the preferable odd number of members to effectively govern
- Concern with obtaining a quorum with a nine-member board
- Length of term is for two (2) years
- Appreciation for the community interest expressed for appointment to this commission

VOICE VOTE: Motion carried unanimously.

(3) Downtown Development Authority (DDA) Appointment

Trustee Jackson moved to appoint Susan Fulk of Independent Bank to the Downtown Development Authority for a term ending December 31, 2019. Seconded by Treasurer Brixie.

Board discussion:

- Independent Bank is located in the “heart” of the DDA

- Request to expand the “net” of DDA applicants by including residents who live within the surrounding area of the DDA district
- Language contained in the law regarding eligibility to serve on the DDA
- Residents within the surrounding neighborhoods have previously requested to be included for consideration to serve on the DDA
- Supervisor will consider additional appointments at the next Board meeting

VOICE VOTE: Motion carried unanimously.

(4) Board of Review Alternate Appointments

Treasurer Brixie moved to rescind the January 3, 2017 appointments of Martha Bashore and Charles Hagen to the Assessing Board of Review and appoint Martha Bashore and Charles Hagen as alternates to the Assessing Board of Review for terms ending December 31, 2018. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried unanimously.

(5) Communications Commission Alternate Appointment

Treasurer Brixie moved to appoint C. Leslie Charles as an alternate to the Communications Commission for a term ending December 31, 2017. Seconded by Trustee Sundland.

VOICE VOTE: Motion carried unanimously.

(6) Local Officials Compensation Commission Appointment

Trustee Opsommer moved to appoint Charles Lawler to fill a vacancy on the Local Officials Compensation Commission for a term ending December 31, 2019. Seconded by Treasurer Brixie.

VOICE VOTE: Motion carried unanimously.

C. Resolution in Opposition to Presidential Order Banning Refugees

Trustee Opsommer moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that we unequivocally denounce policies that adversely impact the culture and diversity that make our community a truly wonderful place to call home and urge the President of the United States to immediately reverse his executive order blocking refugees, immigrants and nonimmigrants from entering the United States, and be it further

RESOLVED, That copies of this resolution be transmitted to the President of the United States, the President of the United States Senate, the Speaker of the United States House of Representatives, and the members of the Michigan congressional delegation; and be it further

RESOLVED, That the members of the Township Board will work to promote the values expressed by these words, which are engraved on the Statue of Liberty, “Give me your tired, your poor, your huddled masses yearning to breathe free.”

Seconded by Treasurer Brixie.

Board discussion:

- Board member belief the blocking of refugees is a temporary move on the part of the President

Clerk Dreyfus moved to amend the resolution as follows:

- Amend the seventh WHEREAS clause by striking the second sentence which reads “We only need to look objectively at our own nation’s history to see the irreparable harm that is caused to so many when our government overtly oppresses and persecutes those of a particular faith, race, ethnicity, sexual orientation, gender identity or expression, or disability; and”

Seconded by Trustee Deschaine.

Board discussion:

- Board member belief our government does not overtly oppress and persecute people, but individuals do
- Board member concern the sentence does not speak to the character of our government at all levels
- Federal government has persecuted people in the past, including slavery, indentured servitude and Japanese internment camps during World War II
- Board member concern the ban doesn’t include countries whose citizens have committed terrorist acts in the United States
- Board member belief the first sentence in the seventh whereas clause clearly explains the concern regarding targeting Muslims which makes the second sentence unnecessary

VOICE VOTE ON THE AMENDMENT: Motion carried 4-3 (Brixie, Deschaine, Opsommer)

Trustee Deschaine moved to amend the resolution as follows:

- Amend the seventh WHEREAS clause by reinstating the second sentence to read: “We only need to look objectively at our own nation’s history to see the irreparable harm that is caused to so many when our government has, in the past, overtly oppressed and persecuted those of a particular faith, race, ethnicity, sexual orientation, gender identity or expression, or disability; and”

Seconded by Treasurer Brixie.

Board discussion:

- Request from the maker of the original motion to have the amendment withdrawn in order to have a “unified front” on the resolution
- Citizen from Meridian Township spoke to WKAR-Current State regarding their experience with the federal immigration process

VOICE VOTE ON THE AMENDMENT: Motion failed 2-5 (Dreyfus, Jackson, Opsommer, Styka, Sundland)

ROLL CALL VOTE: YEAS: Trustees Deschaine, Jackson, Opsommer, Supervisor Styka,
 Treasurer Brixie, Clerk Dreyfus
 NAYS: Trustee Sundland
 Motion carried 6-1.

D. Black History Month Commemoration

Trustee Deschaine moved [and read into the record] NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, that Meridian Township commemorates Black History Month to pay tribute to the generations of African Americans who struggled with adversity and to celebrate the accomplishments, contributions, and history of African Americans. Seconded by Treasurer Brixie.

Board discussion:

- Okemos Black Student Union volunteered at the Martin Luther King prayer breakfast in Lansing on February 4th
- Commemorative resolution is put forth by Meridian Township each year
- Commemorative resolutions adhere to the spirit of the Welcoming Resolution adopted by this and the previous Board

VOICE VOTE: Motion carried unanimously.

13. BOARD DISCUSSION ITEMS

A. Master Plan

Director Kieselbach summarized the Master Plan adoption process as outlined in staff memorandum dated February 2, 2017.

Board and staff discussion:

- Staff desire for the Board to approve the Master Plan for distribution cognizant that additional work needs to be done (addition of pictures, etc.)
- Staff desire for the Planning Commission and Board to come to agreement on the Master Plan prior to the public hearing in order to streamline the process
- Inquiry about the accuracy of the Urban Services Boundary map
- Changes can be made before and after the plan is sent out for public review
- Concern the plan does not cover the “big ideas” and the concepts behind them
- Board member concern the plan is being prematurely distributed
- Board member belief that while technical details are included, the consultant does not have the background and input needed to create a detailed narrative which puts a context on the issues presented in the plan
- Alternative energy, sustainable community practices and use of solar power by the Township are not discussed in detail in the plan
- Board member preference to discuss and resolve differences among Board members first to create a clearer vision for the Township, so that when the public review process is initiated, the feedback will be relevant and useful
- Board member belief the vision of a community should include population projections and community goals
- Recommendation for a study session to review the plan
- Board member agreement that he would like “a narrative” but feels like the narrative was included in the January Goal Session meeting
- Goal 7 in the plan discusses encouraging alternative energy
- Opposition to delaying distribution of the plan
- Concern that if Board review is too extensive, it may take years to release the plan
- Population information and ranges are included in the plan, but not population goals
- The 2005 Master Plan contained an extensive narrative, but one Board member believed the Planning Commission thought it was no longer necessary
- Goals are part of the Board process and are useful, but are not a substitute for specific, measurable action steps the Township should take now, and over a 20 or 30 year period
- Community Surveys data, such as 89% of Township residents are “strongly opposed” to high density apartment complexes, are not included in the plan and could be very useful for Board deliberations
- Suggestion to incentivize sustainability through developer bonuses, such as a density bonus for solar panels on houses
- Small “carriage houses” are an alternative housing option
- Board member reminder the Master Plan is not the Township’s only visioning document
- Board member belief a study session on the Master Plan is not necessary
- Board member clarification that reviewing the plan in a study session is not “delaying” distribution
- Greenspace Plan was not referenced in the plan and should be part of the Master Plan
- Residents value historical aspects of Meridian Township

- Concern if this process does not move forward, the Township could “lose” if a developer presents a project and the plan is not in place
- Condominiums and townhomes proposed in the plan could be a good change for the community
- Board member belief the Master Plan is primarily a land use tool
- Ordinances need to be “brought up to speed” and the Master Plan is one tool in this process
- Distribution of the Master Plan will be placed on the February 21, 2017 Board agenda as an action item

B. Distributed Antennae System (DAS)

Director Guthrie summarized the draft DAS Policy as outlined in staff memorandum dated February 2017.

Board, staff and applicant discussion:

- Consideration of a DAS policy as an action item at the February 21, 2017 Board meeting
- Recommendations were made by the Communications Commission and a DAS subcommittee
- Concern with applicant control over direction of right-of-way placement
- Concern the proposed policy does not reflect the Study Session comments on this topic
- Meridian Township has the ability to control the look and design of DAS systems on private properties
- The Planning Commission and the Planning Department have some control over placement of antennas
- Board member belief we should act as if DAS systems are a “utility”
- Proposed height of 45 feet is too tall
- Belief by the applicant that a minimum height of 35 feet is needed
 - Extra height allows co-location of additional telecom provider equipment
 - Topography can affect distance between poles
 - Tall towers will eventually go away
 - Tall towers cover a 2.5 mile radius
 - Poles with a height of 35 feet require a distance of 1000 feet between them
 - Poles with a height of 25 feet will require 400 foot spacing between poles
- Some communities place antenna on streetlights, even at a 12 foot height
- Importance of a discreet look
- Board member preference that Meridian Township should exhaust all options related to placement of antennas, such as garages and other infrastructure
- Review of policy draft
- Board member preference for proof of customer demand first before a policy is adopted
- Prioritization of antenna placement:
 - Co-location on existing facility outside of the right-of-way (ROW) first
 - Locating a new DAS outside the ROW
 - New DAS in ROW only when all other alternatives are not practical or possible
 - Co-location is preferred first on existing structures
- Board member belief encouraging co-location may result in bigger, bulkier DAS poles and should be a last resort
- Board member agreement with proposed policy that location of antenna on private property should be prioritized and preferred to locating on public property or in the ROW
- Board member concern the first telecom provider to install DAS will be the “big winner” because they can charge other telecom providers to co-locate on their poles
- Staff report that other telecom providers can propose new poles in addition to the poles installed by the first telecom provider
- Board member belief antennas with multiple telecom providers (co-location) look “bad”
- Stealth design is preferred to co-location if the antenna looks cluttered with emitters
- Applicant belief that a community needs to establish design and aesthetic standards

- Streetlights would have to be in place at the location proposed by the telecom provider in order to place antennas on them
 - New streetlights can be installed if desired
 - Concern about constructing new streetlights in order to accommodate DAS antennas
- Applicant belief that within five (5) years, co-location can happen without needing emitters or equipment at the top of the pole (no need for multiple antennas on a single pole)
- Board member preference for ROW placement over non-ROW placement
- Board member preference for placement outside ROW first, then have ROW placement as a secondary location
- Placement of antenna should be based on geography of area
 - Example given of antennas potentially located in ROW in Potential Intensity Change Areas (PICA) zones, such as downtown Okemos or Haslett Village Square
- Creation of an incentive in certain circumstances
- Revenue considerations could be a factor
- Board member preference for a “hybrid” policy where DAS is in ROW when it advances “Township Goals” such as location in targeted re-development areas
- Telecom providers prefer not to approach private property owners
- Concern over driver safety with DAS poles in the ROW, as Genesee County Road Commission Director banned DAS systems in ROW due to safety concerns
- Applicant statement that federal law is restrictive about DAS placement
- Applicant’s belief Meridian Township will have difficulty in regulating the look and design of DAS on private property
- Co-location factors and requirements
- Poles would be built by the telecom provider with co-location capabilities
- Grand River Corridor and mixed use regions are good areas for antennas,
- Possible creation of zones which have different height requirements, based on Master Plan direction
- Board member preference for 20 and 30 foot pole heights
- Suggestion to base restrictions on a street or road designation rather than using zoning as a regulation
 - Schools and parks are examples of where zoning conflicts could exist if DAS is not allowed in residentially zoned areas

14. COMMENTS FROM THE PUBLIC

Supervisor Styka opened Public Remarks.

Bill McConnell, 4376 Manitou, Okemos, offered philosophical comments on the Master Plan. He stated the assumption underlying the entire plan is that growth is inevitable, and the Master Plan should shape that growth. Mr. McConnell believed inclusion of the number of people projected to live in Meridian Township is very important and population was not addressed in the Master Plan. He noted infill should help prevent sprawl, and the PICAs, along with the Urban Services Management Area, concentrate development. Mr. McConnell pointed to the Environmental Commission’s recommendation referencing the Township Greenspace Plan and inquired as to where greenspace will be protected. He urged Board members to look at the Parks and Recreation 5 year Master Plan to ascertain what open space means, and to ensure the plan is in harmony with the Parks Master Plan. Mr. McConnell indicated some residents voiced concern with a Master Plan which might encourage a decrease in development in certain designated areas. He believed if Walnut Hills had been designated as open space in 2005, there would be a very different dialogue taking place.

Aaron Richmond, 1424 Biscayne Way, Haslett, voiced his appreciation for appointment to the Community Resources Commission. He urged Board members and the public not to forget what has happened in the past and learn from America’s history.

Supervisor Styka closed Public Remarks.

15. OTHER MATTERS AND BOARD MEMBER COMMENTS

Trustee Deschaine attended a Michigan Townships Association (MTA) training for new Trustees. He questioned the timeline for approval of Board minutes as it relates to the Open Meetings Act.

Trustee Opsommer characterized what he believed was an inaccurate story by local broadcasting concerning CATA's application for a Small Starts Grant. He added the assertion that the grant application was denied is untrue.

16. ADJOURNMENT

Treasurer Brixie moved to adjourn. Seconded by Trustee Jackson.

VOICE VOTE: Motion carried unanimously.

Supervisor Styka adjourned the meeting at 9:57 P.M.

RONALD J. STYKA
TOWNSHIP SUPERVISOR

BRETT DREYFUS, CMMC
TOWNSHIP CLERK

Sandra K. Otto, Secretary

**Charter Township of Meridian
Board Meeting
2/21/2017**

MOVED THAT THE TOWNSHIP BOARD APPROVE THE MANAGER'S
BILLS AS FOLLOWS:

| | |
|---|------------------------|
| COMMON CASH | \$ 404,279.38 |
| PUBLIC WORKS | \$ 30,308.43 |
| TRUST & AGENCY | \$ 1,910,900.72 |
| TOTAL CHECKS: | \$ 2,345,488.53 |
| CREDIT CARD TRANSACTIONS Feb 2nd to Feb 15th, 2017 | \$ 11,684.50 |
| TOTAL PURCHASES: | <u>\$ 2,357,173.03</u> |
| ACH PAYMENTS | <u>\$ 640,487.75</u> |

mym
2-16-17

02/16/2017 12:51 PM
 User: hudecek
 DB: Meridian

INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 02/21/2017 - 02/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GF

| Vendor Name | Description | Amount | Check # |
|--|---|----------|---------|
| 1. 54-B DISTRICT COURT | BOND - GEOFFREY ALAN FIELD | 380.00 | 94544 |
| | CASH BOND-SEANNA TAMMY MAHONEY | 129.00 | 94547 |
| | TOTAL | 509.00 | |
| 2. AIS CONSTRUCTION EQUIPMENT | TOOLCAT REPAIR | 1,562.22 | |
| 3. ALLGRAPHICS CORP | ADDITIONAL ADULT SAND VOLLEYBALL SHIRTS | 74.40 | |
| | SHIRTS FOR POLAR BEAR RUN | 1,676.80 | |
| | SENIOR FITNESS T-SHIRTS | 350.00 | |
| | TOTAL | 2,101.20 | |
| 4. ALLSTATE | CLAIM #0440582930 F7F - C. BEAUVAIS | 146.58 | |
| 5. AMERICAN RENTALS | TABLES, CHAIRS ETC FOR CHINESE NEW YEAR EVENT | 830.00 | |
| 6. ASAP PRINTING | FLYERS FOR 4-6TH BASKETBALL | 97.64 | |
| 7. AT & T | SERVICE FOR JANUARY | 31.99 | |
| 8. AT&T | SERVICE FOR JANUARY | 82.66 | |
| | SERVICE FOR JANUARY | 112.53 | |
| | SERVICE FOR JANUARY | 82.66 | |
| | SERVICE FOR JANUARY | 187.82 | |
| | SERVICE FOR JANUARY | 104.17 | |
| | SERVICE FOR JANUARY | 374.64 | |
| | SERVICE FOR JANUARY | 2,311.49 | |
| | SERVICE FOR JANUARY | 2,411.11 | |
| | TOTAL | 5,667.08 | |
| 9. AT&T MOBILITY | SERVICE FOR JANUARY | 90.11 | |
| 10. AUTO VALUE OF EAST LANSING | MISC PARTS | 24.72 | |
| | FLEET REPAIR PARTS 2017 | 48.78 | |
| | FLEET REPAIR PARTS 2017 | 230.93 | |
| | FLEET REPAIR PARTS 2017 | 18.54 | |
| | TOTAL | 322.97 | |
| 11. B & H PHOTO-VIDEO | SANLINK2 THUNDERBOLT | 725.00 | |
| 12. BALLARD BENEFIT WORKS, INC | BENEFIT FOR FEBRUARY | 2,729.47 | |
| 13. BECKS PROPANE | PROPANE FOR HNC | 453.13 | |
| 14. BS&A SOFTWARE | ANNUAL SERVICE | 6,420.00 | |
| | ASSESSING I TRAINING J. FLOWER | 205.00 | |
| | ASSESING II TRAINING J. FLOWER | 205.00 | |
| | TOTAL | 6,830.00 | |
| 15. CAPITOL COMMUNICATION SYSTEMS, INC | PRINTER CLEANING | 145.00 | |
| 16. CINTAS CORPORATION #725 | UNIFORM RENTAL 2017 | 40.43 | |
| | UNIFORM RENTAL 2017 | 37.43 | |
| | TOTAL | 77.86 | |
| 17. CITY OF EAST LANSING | 2017 BASKETBALL LEAGUE #315601-A | 900.00 | |
| 18. COMPLETE BATTERY SOURCE | FLASHLIGHT BATTERY | 16.96 | |

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 02/21/2017 - 02/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF

| Vendor Name | Description | Amount | Check # |
|---|--|-----------|---------|
| 19. CONSUMERS ENERGY | CRC EMERT PAYMENT TO RESTORE UTILITY SERVICE | 297.00 | 94548 |
| 20. CULLIGAN WATER CONDITIONING | WATER SOFTENER SALT FOR HNC | 17.00 | |
| 21. CURTIS SQUIRES | REIMB MILEAGE FOR 2016 | 84.24 | |
| | REIMB MILEAGE FOR JANUARY 2017 | 13.91 | |
| | TOTAL | 98.15 | |
| 22. CUSTOM HEATING & PLUMBING | OVERPM'T PERMIT PP17-0046 @ 2200 HAMPTON PLACE | 5.00 | |
| 23. DANIEL KING | REIMB MILEAGE TO 2/9/17 | 125.19 | |
| 24. DELTA DENTAL | REFUND OVERCHARGE WUP#09-01 | 157.50 | |
| 25. DIETZ JANITORIAL SERVICE INC | JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2 | 2,001.90 | |
| | JANITORIAL SERVICE PSB, MUN BUILD, HARRIS CENTER 2 | 343.00 | |
| | TOTAL | 2,344.90 | |
| 26. DOUGLASS SAFETY SYSTEMS LLC | COMPLETION OF FIRE FIGHTING GEAR | 47,884.47 | |
| 27. FERNO | MOUNTS FOR NEW HEAR MONITORS | 3,622.60 | |
| 28. FIRST COMMUNICATIONS | SERVICE FOR JANUARY | 831.57 | |
| 29. G&A ASSOCIATES | PARTIAL REFUND OF PG @1560 MAIDEN | 500.00 | |
| | REFUND PG @ 1594 MAIDEN | 1,000.00 | |
| | TOTAL | 1,500.00 | |
| 30. H.C. BERGER COMPANY | EQUIPMENT SERVICE | 26.50 | |
| | EQUIPMENT SERVICE | 26.50 | |
| | TOTAL | 53.00 | |
| 31. INGHAM COUNTY ROAD DEPARTMENT | 2016 LOCAL ROAD STRIPING AGREEMENT | 7,653.30 | |
| 32. INTERACTIVE DESIGNS FOR TRANSLATION | CD TRANSLATION | 50.00 | |
| 33. IRON MOUNTAIN | RECORD SHREDDING SERVICE | 148.05 | |
| 34. JANE GREENWAY | REIMB MILEAGE & PARKING | 21.05 | |
| 35. JEFFORY BROUGHTON | STANDING PO - RADIO COMMUNICATION REPAIRS/PARTS | 380.00 | |
| 36. K&H CONCRETE CUTTING INC | CURB CUTTING | 275.00 | |
| 37. KEVIN'S DRAPERIES & FINE FURNITURE | REPAIR CORDS & DRAPERIES AT HNC | 60.00 | |
| 38. KIT RICH | REIMB MILEAGE FOR JANUARY | 89.35 | |
| 39. LANGUAGE LINES SERVICES | SERVICE FOR JANUARY | 13.73 | |
| 40. LANSING FIRE DEPARTMENT | 8 - ACLS CARDS | 40.00 | |
| 41. LAW ENFORCEMENT SYSTEMS INC | CASE MANAGEMENT FILE ENVELOPES | 167.00 | |
| 42. MEDICAL MANAGEMENT SYSTEMS OF | COLLECTION FEES | 6,531.06 | |
| 43. MERIDIAN TOWNSHIP | TRANSFER FOR CKING 2/17 PAYROLL | 1,201.89 | |
| 44. MICHIGAN MUNICIPAL LEAGUE | WORKERS' COMPENSATION | 37,596.49 | |

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 02/21/2017 - 02/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF

| Vendor Name | Description | Amount | Check # |
|--------------------------------------|---|------------|---------|
| 45. MICHIGAN RUNNING FOUNDATION | TIMER FEES FOR POLAR BEAR RACE | 869.00 | 94546 |
| 46. MICHIGAN.COM | FARM MARKET & NEW YEARS EVE FIREWORKS | 903.49 | |
| 47. MIRACLE RECREATION EQUIPMENT CO | EXTRA CONCRETE FOR DRINKING FOUNTAIN PAD | 600.00 | |
| 48. MOORE MEDICAL LLC | GLOVES | 78.00 | |
| | STANDING PO FOR EMS SUPPLIES/EQUIPMENT | 92.91 | |
| | STANDING PO FOR EMS SUPPLIES/EQUIPMENT | 569.50 | |
| | MISC SUPPLIES | 191.48 | |
| | TOTAL | 931.89 | |
| 49. NETWORKFLEET, INC | MONTHLY SERVICE CHARGES | 208.45 | |
| 50. NORTHERN LIGHTS ELECTRIC | REWIRING ELECTRICAL IN CHIEFS OFFICE | 75.00 | |
| 51. PATRICIA JACKSON | REIMB FOR MEDICAL MARIJUANA WORKSHOP | 55.00 | |
| 52. PECKHAM | MUNICIPALBUILDING/CEN FIRE JANITORIAL 2017 | 2,445.16 | |
| 53. PEOPLEFACTS LLC | SERVICE 01/01 TO 02/01 | 16.67 | |
| 54. PORTER LEE CORP | ANNUAL SUPPORT | 1,323.00 | |
| 55. POSTMASTER | POSTAGE FOR ABSENTEE BALLOT MAY 2ND SCHOOLS | 900.00 | |
| 56. PRINTING SYSTEMS INC | CORRECTED W2 FORMS & ENVELOPES | 126.04 | |
| 57. QUALITY TIRE INC | STATE CONTRACT TIRES | 608.70 | |
| 58. RAFT | FIRE OFFICER I COURSE - 3 PEOPLE | 1,299.00 | |
| 59. REFPAY TRUST ACCOUNT | 4-6TH BOYS BASKETBALL TOURNAMENT | 1,020.00 | |
| 60. SIRCHIE FINGERPRINT LABORATORIES | MARIJUANA DRUG TESTING KITS | 70.00 | |
| 61. SKYLINE OUTDOOR | THREE 4'X6' WINTER FARMERS MARKET BANNERS | 645.00 | |
| 62. SPARROW CARES | 4TH QTR EMPLOYEE CARES | 950.00 | |
| | 1ST QTR EMPLOYEE CARES | 950.00 | |
| | TOTAL | 1,900.00 | |
| 63. SPARTAN COUNTRY MEATS LLC | FARM MARKET VENDOR | 75.00 | |
| 64. ST THOMAS AQUINAS PARISH | CRC EMERG PAYMENT TO AVOID EVICTION | 200.00 | 94545 |
| 65. STANDARD ELECTRIC CO | REPLACEMENT BULBS AND ELECTRIC PARTS | 330.41 | |
| | REPLACEMENT BULBS AND ELECTRIC PARTS | 130.86 | |
| | REPLACEMENT BULBS AND ELECTRIC PARTS | 56.96 | |
| | TOTAL | 518.23 | |
| 66. SWAGIT PRODUCTIONS, LLC | VIDEO STREAMING SERV - JANUARY | 3,462.00 | |
| 67. TARGET SOLUTIONS | EMS ONLINE TRAINING/RECORDS MANAGEMENT PLATFORM | 4,137.25 | |
| 68. THE BANK OF NEW YORK MELLON | 2013 UNLIMITED TAX OBLIGATION BOND-AGENT FEE | 250.00 | |
| | MERIDIAN TWP 2013 UTGO BONDS | 243,871.25 | |
| | TOTAL | 244,121.25 | |

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 02/21/2017 - 02/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GF

| Vendor Name | Description | Amount | Check # |
|---|--|------------|---------|
| 69. THE MERIDIAN COMPANY | | | |
| | REFUND-ADDRESS NOT IN OUR JURISDICTION | 125.00 | |
| 70. TITUS FARM LLC | | | |
| | FARM MARKET VENDOR | 89.00 | |
| 71. TRITECH FORENSICS | | | |
| | SAWTOOTH EVIDENCE TAPE-RED | 130.53 | |
| 72. TVU NETWORKS | | | |
| | SERVICE THRU JANUARY | 500.00 | |
| 73. VERIZON WIRELESS | | | |
| | SERVICE FOR JANUARY | 1,983.78 | |
| 74. WILBUR HOCHSTETLER | | | |
| | FARM MARKET VENDOR | 115.00 | |
| 75. XFINITY | | | |
| | SERVICE | 6.43 | |
| 76. ZOLL MEDICAL CORP | | | |
| | STANDING PO - EKG SUPPLIES/EQUIPMENT | 420.00 | |
| TOTAL - ALL VENDORS | | 404,279.38 | |
| FUND TOTALS: | | | |
| Fund 101 - GENERAL FUND | | 138,837.25 | |
| Fund 203 - LOCAL ROADS | | 7,653.30 | |
| Fund 204 - PEDESTRIAN BIKEPATH MILLAGE | | 437.17 | |
| Fund 208 - PARK MILLAGE | | 3,151.73 | |
| Fund 209 - Land Preservation Millage | | 65.05 | |
| Fund 211 - PARK RESTRICTED/DESIGNATED | | 1,025.89 | |
| Fund 230 - CABLE TV | | 5,171.19 | |
| Fund 250 - COMMUNITY NEEDS FUND | | 497.00 | |
| Fund 370 - FIRE STATION DEBT SERVICE | | 243,871.25 | |
| Fund 454 - FIRE STATION CONSTRUCTION FUND | | 250.00 | |
| Fund 661 - MOTOR POOL | | 3,319.55 | |
| PAYMENT TYPE TOTALS | | | |
| Paper Check | | 404,279.38 | |

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
 EXP CHECK RUN DATES 02/21/2017 - 02/21/2017
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: PW

| Vendor Name | Description | Amount | Check # |
|---|--|-----------|---------|
| 1. BALLARD BENEFIT WORKS, INC | BENEFIT FOR FEBRUARY | 520.53 | |
| 2. BARNHART & SON | PARK LAKE SEWER REPAIR | 7,823.99 | |
| 3. BARRY & AMY RONEY | REFUND OVERPM'T FINAL #RUTH-006138-0000-03 | 20.10 | |
| 4. FERGUNSON SUPPLIES | WATER REPARTS 2017 | 712.97 | |
| | WATER REPARTS 2017 | 599.53 | |
| | TOTAL | 1,312.50 | |
| 5. FERGUSON WATERWORKS #3386 | PARTS FOR METER | 190.80 | |
| | FFS2179024 16X24 SS REP CLAMP | 759.00 | |
| | TOTAL | 949.80 | |
| 6. FISHBECK, THOMPSON, CARR & HUBER | SAW GRANT APP THRU 1/27/17 | 14,494.65 | |
| 7. JONATHAN DELAUTER | REFUND OVERPM'T FINAL #PERC-001604-0000-03 | 12.05 | |
| 8. MICHIGAN MUNICIPAL LEAGUE | WORKERS' COMPENSATION | 4,306.51 | |
| 9. ROBERT MACKENZIE | REIMB CDL ENDORSEMENTS & TANKER-TRAILER | 70.00 | 26654 |
| 10. SEMMA BURBA | REFUND OVERPM'T FINAL #HAMI-002176-0000-08 | 80.27 | |
| 11. VERIZON WIRELESS | SERVICE FOR JANUARY | 402.79 | |
| 12. WEST MICHIGAN ANNUAL CONFERENCE UMC | REFUND OVERPM'T FINAL #LKLA-002400-0000-02 | 315.24 | |
| TOTAL - ALL VENDORS | | 30,308.43 | |
| FUND TOTALS: | | | |
| Fund 590 - SEWER FUND | | 24,308.35 | |
| Fund 591 - WATER FUND | | 6,000.08 | |
| PAYMENT TYPE TOTALS | | | |
| Paper Check | | 30,308.43 | |

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INVOICE APPROVAL BY INVOICE REPORT FOR CHARTER TOWNSHIP OF MERIDIAN
EXP CHECK RUN DATES 02/21/2017 - 02/21/2017
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
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| Vendor Name | Description | Amount | Check # |
|--------------------------------|---|--------------|---------|
| 1. EAST LANSING PUBLIC SCHOOLS | 2016 SUMMER TAX COLLECTION | 2,178.91 | 11994 |
| 2. HASLETT PUBLIC SCHOOLS | 2016 SUMMER & WINTER TAX COLLECTION | 241,552.90 | 11995 |
| 3. INGHAM INTERMEDIATE SCHOOL | 2016 SUMMER TAX COLLECTION | 6,966.60 | 11996 |
| 4. LANSING COMMUNITY COLLEGE | WINTER TAX & DELINQ PERSONAL PROP TAX | 622,213.24 | 11997 |
| 5. OKEMOS PUBLIC SCHOOLS | WINTER, SUMMER & DELINQ PERSONAL PROP TAX | 1,012,642.51 | 11998 |
| 6. WILLIAMSTON SCHOOLS | 2016 WINTER TAX COLLECTION | 25,346.56 | 11999 |
| TOTAL - ALL VENDORS | | 1,910,900.72 | |
| FUND TOTALS: | | | |
| Fund 701 - TRUST & AGENCY | | 1,910,900.72 | |
| PAYMENT TYPE TOTALS | | | |
| Paper Check | | 1,910,900.72 | |

February 2nd to February 15th, 2017

| Date | Merchant Name | Amount | Name |
|------------|---------------------------|----------|---------------------|
| 2017/02/07 | 244 AUTO VALUE EAST LANSI | \$20.07 | KEITH HEWITT |
| 2017/02/13 | 4IMPRINT | \$557.99 | DEBORAH GUTHRIE |
| 2017/02/08 | AC&E RENTALS OKEMOS | \$23.50 | LAWRENCE BOBB |
| 2017/02/06 | AIS CONSTRUCTION EQUIP | \$215.12 | TODD FRANK |
| 2017/02/03 | ALRO STEEL CORPORATION | \$14.41 | PETER VASILION |
| 2017/02/07 | AMAZON MKTPLACE PMTS | \$9.99 | MICHELLE PRINZ |
| 2017/02/02 | AMAZON MKTPLACE PMTS | \$14.98 | BENJAMIN MAKULSKI |
| 2017/02/12 | AMAZON MKTPLACE PMTS | \$65.27 | CHRISTOPHER DOMEYER |
| 2017/02/03 | AMAZON.COM | \$49.97 | MICHELLE PRINZ |
| 2017/02/04 | AMAZON.COM | \$99.90 | MICHELLE PRINZ |
| 2017/02/02 | AMAZON.COM AMZN.COM/BILL | \$14.30 | BENJAMIN MAKULSKI |
| 2017/02/02 | AMWAY GRAND PLAZA HOTE | \$189.60 | DARCIE WEIGAND |
| 2017/02/10 | AMWAY GRAND PLAZA HOTE | \$539.55 | DAVID HALL |
| 2017/02/03 | AMWAY GRAND PLAZA HOTE | \$542.88 | LUANN MAISNER |
| 2017/02/03 | AMWAY GRAND PLAZA HOTE | \$542.88 | MICHAEL DEVLIN |
| 2017/02/02 | AMWAY GRAND PLZ HTL F | \$35.00 | DARCIE WEIGAND |
| 2017/02/03 | AMWAY GRAND PLZ HTL F | \$2.44 | LUANN MAISNER |
| 2017/02/09 | ASIAN BUFFET | \$42.15 | JANE GREENWAY |
| 2017/02/02 | BEST BUY 00004168 | \$140.98 | BRANDIE YATES |
| 2017/02/09 | BEST BUY 00004168 | \$649.99 | DEBORAH GUTHRIE |
| 2017/02/04 | COMCAST | \$124.90 | DEBORAH GUTHRIE |
| 2017/02/13 | COMPLETE BATTERY SOURCE | \$21.21 | ROBERT MACKENZIE |
| 2017/02/02 | COMPLETE BATTERY SOURCE | \$202.30 | WILLIAM PRIESE |
| 2017/02/13 | COMPLETE BATTERY SOURCE | \$50.57 | WILLIAM PRIESE |
| 2017/02/11 | DICK'S CLOTHING&SPORTING | \$59.99 | DARCIE WEIGAND |
| 2017/02/12 | DOLLAR TREE | \$21.00 | ROBIN FAUST |
| 2017/02/08 | DOMINO'S 1206 | \$25.17 | BENJAMIN MAKULSKI |
| 2017/02/09 | EB DRIVING BUSINESS V | \$139.14 | JOYCE A MARX |
| 2017/02/02 | ELLIS CONSTITUTION HALL | \$10.00 | YOUNES ISHRAIDI |
| 2017/02/02 | FLEETPRIDE 476 | \$26.59 | TODD FRANK |
| 2017/02/02 | GALLAGHERS EATERY | \$37.33 | FRANK L WALSH |
| 2017/02/02 | GILLETTES INTERSTATE RV I | \$69.69 | TODD FRANK |
| 2017/02/08 | GLOCK PROFESSIONAL INC | \$250.00 | SCOTT DAWSON |
| 2017/02/08 | GLOCK PROFESSIONAL INC | \$250.00 | SCOTT DAWSON |
| 2017/02/02 | GOODYEAR COMMERCIAL TIRE | \$168.49 | TODD FRANK |
| 2017/02/03 | HARBOR FREIGHT TOOLS 157 | \$15.98 | PETER VASILION |
| 2017/02/02 | HENDERSON_OKEMOS | \$149.98 | TODD FRANK |
| 2017/02/03 | HOBBY LOBBY #360 | \$5.98 | CHRISTOPHER DOMEYER |
| 2017/02/07 | HOBBY LOBBY #360 | \$5.00 | CHRISTOPHER DOMEYER |
| 2017/02/08 | HOBBY LOBBY #360 | \$20.00 | CHRISTOPHER DOMEYER |
| 2017/02/07 | INT'L CODE COUNCIL INC | \$381.00 | JOHN HECKAMAN |
| 2017/02/02 | KIMBALL MIDWEST | \$190.63 | TODD FRANK |
| 2017/02/10 | LEXISNEXIS RISK SOL EPIC | \$62.30 | KEN PLAGA |
| 2017/02/13 | MEIJER INC #025 Q01 | \$46.30 | DARCIE WEIGAND |
| 2017/02/02 | MEIJER INC #025 Q01 | \$42.94 | WILLIAM RICHARDSON |
| 2017/02/07 | MEIJER INC #025 Q01 | \$27.30 | CATHERINE ADAMS |
| 2017/02/14 | MEIJER INC #025 Q01 | \$50.63 | CATHERINE ADAMS |
| 2017/02/09 | MICHIGAN ASSOCIATION OF P | \$130.00 | ANGELA RYAN |
| 2017/02/09 | MICHIGAN ASSOCIATION OF P | \$130.00 | ANGELA RYAN |
| 2017/02/09 | MICHIGAN ASSOCIATION OF P | \$40.00 | ANGELA RYAN |
| 2017/02/09 | MICHIGAN ASSOCIATION OF P | \$100.00 | ANGELA RYAN |
| 2017/02/07 | MID MICHIGAN EMERGENCY E | \$80.00 | TODD FRANK |

| | | | |
|------------|---------------------------|----------|---------------------|
| 2017/02/10 | MIDWEST COMMUNICATIONS | \$650.00 | DEBORAH GUTHRIE |
| 2017/02/13 | MIXBOOK.COM | \$50.18 | ANDREA SMILEY |
| 2017/02/14 | MSU PAYMENTS | \$10.00 | BRANDIE YATES |
| 2017/02/03 | MSU PAYMENTS | \$55.00 | PETER MENSER |
| 2017/02/14 | MSU PAYMENTS | \$55.00 | PETER MENSER |
| 2017/02/02 | NATOA | \$45.00 | BRANDIE YATES |
| 2017/02/13 | NATOA | \$715.00 | DEBORAH GUTHRIE |
| 2017/02/14 | NETBRANDS MEDIA CORP. | \$23.68 | MICHAEL DEVLIN |
| 2017/02/02 | OFFICEMAX/OFFICEDEPOT #61 | \$29.99 | ROBERT MACKENZIE |
| 2017/02/07 | OFFICEMAX/OFFICEDEPOT #61 | \$9.50 | KENNITH PHINNEY |
| 2017/02/14 | OKEMOS HDWE INC | \$11.97 | TOM OXENDER |
| 2017/02/10 | PANERA BREAD #715 | \$13.99 | KENNITH PHINNEY |
| 2017/02/07 | PARKING-LC VERIFONES | \$7.00 | PETER VASILION |
| 2017/02/08 | PARKING-LC VERIFONES | \$7.00 | PETER VASILION |
| 2017/02/03 | PATTY MATTERS | \$24.00 | MICHAEL DEVLIN |
| 2017/02/08 | PERFORMANCE ADVANTAGE COM | \$402.63 | TODD FRANK |
| 2017/02/08 | PIN CRAFTERS | \$670.00 | DEBORAH GUTHRIE |
| 2017/02/10 | QUALITY DAIRY 31280027 | \$2.29 | KENNITH PHINNEY |
| 2017/02/02 | RADISSON | \$138.75 | MICHELLE PRINZ |
| 2017/02/02 | RADISSON | \$18.39 | FRANK L WALSH |
| 2017/02/03 | RADISSON | \$446.25 | DEREK PERRY |
| 2017/02/03 | SOLDAN'S FEEDS & PET S | \$23.55 | CATHERINE ADAMS |
| 2017/02/10 | SOLDAN'S FEEDS & PET S | \$8.94 | CATHERINE ADAMS |
| 2017/02/03 | STAMP-RITE INC | \$26.65 | CHRISTOPHER DOMEYER |
| 2017/02/03 | STAMP-RITE INC | \$105.00 | SANDRA OTTO |
| 2017/02/07 | STANDARD ELECTRIC COMP | \$108.83 | DAVID LESTER |
| 2017/02/09 | STATE LICENSING ONLINE | \$20.00 | TODD FRANK |
| 2017/02/02 | STICKERSBANNERS | \$387.95 | ANDREA SMILEY |
| 2017/02/03 | SURPLUSAMMO COM | \$245.44 | ANDREW MCCREADY |
| 2017/02/07 | THE CAMERA SHOP | \$12.99 | CHRISTOPHER DOMEYER |
| 2017/02/09 | THE HOME DEPOT #2723 | \$19.85 | ROBERT STACY |
| 2017/02/03 | THE HOME DEPOT #2723 | \$59.97 | KATHERINE RICH |
| 2017/02/03 | THE HOME DEPOT #2723 | \$3.42 | PETER VASILION |
| 2017/02/09 | THE HOME DEPOT #2723 | \$20.52 | PETER VASILION |
| 2017/02/09 | THE HOME DEPOT #2723 | \$9.97 | PETER VASILION |
| 2017/02/10 | THE HOME DEPOT #2723 | \$21.94 | PETER VASILION |
| 2017/02/09 | THE HOME DEPOT #2723 | \$24.97 | KENNITH PHINNEY |
| 2017/02/13 | WALGREENS #11286 | \$87.15 | DARCIE WEIGAND |
| 2017/02/10 | WHOLEFDS ELN#10541 | \$6.35 | ROBIN FAUST |
| 2017/02/08 | WILX TV | \$400.00 | DEBORAH GUTHRIE |

Total Charges

\$11,684.50

ACH Transactions

| Date | Payee | Amount | Purpose |
|---------------------------|--------------------------------|--------------------------|------------------------------------|
| 02/13/17 | MERS | 221,625.94 | Employee Retirement |
| 02/16/17 | MCT | 685.00 | Utility Bills |
| 02/16/17 | Various Financial Institutions | 238,311.26 | Direct Deposit 2/17/17 Payroll |
| 02/16/17 | IRS | 93,533.97 | Payroll Taxes 2/17/17 Payroll |
| 02/16/17 | ICMA | 33,151.04 | Payroll Deductions 2/17/17 Payroll |
| 02/16/17 | State of Michigan | 26,447.73 | Withholding February |
| 02/16/17 | Consumers Energy | 26,732.81 | Gas & Electric |
| Total ACH Payments | | <u><u>640,487.75</u></u> | |

MEMORANDUM

TO: Township Board

FROM: 
Joyce A. Marx, Human Resources Director

DATE: February 16, 2017

RE: **Request for MERS Additional Service Credit Purchase**

Police Officer Charles J. Glumb is requesting to purchase two years of generic service credit with the Municipal Employees' Retirement System (MERS). Charles J. Glumb started with the Township on January 3, 2002.

The Municipal Employees' Retirement System (MERS) requires the governing body to approve the application to make a service credit purchase.

The following motion is proposed for Board consideration:

MOVE TO APPROVE THE REQUEST FROM POLICE OFFICER CHARLES J. GLUMB TO MAKE A SERVICE CREDIT PURCHASE AS PROVIDED BY THE MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM PLAN DOCUMENT. CHARLES J. GLUMB IS REQUESTING TO PURCHASE TWO YEARS OF GENERIC SERVICE.

Attachment:

1. Application for Additional Service Credit
2. Resolution Granting Additional Credited Service



Application for Additional Service Credit Purchase

Section 1: Service Credit Purchase Cost Estimate

With the approval of the employer and the local governing body, participants can purchase additional service credit to help meet an early retirement eligibility provision or to increase their pension benefit. Unlike MERS-to-MERS or Act 88 time, purchased service credit generally cannot be used to reach vesting.

This estimate is only valid for two months after March 1, 2017, the effective date of this calculation.

The cost to purchase service credit for each individual is based on many factors. Below is the information that MERS used to prepare this estimate. Please review the following information for accuracy. If any is incorrect, this estimate may not be correct.

Participant Information

Charles J. Glumb

Date of Birth: 10/27/1961
 Age: 55 years, 4 months
 Spouse's Date of Birth: 6/8/1957
 FAC as of calculation date: \$68,960.78

Employer Information

Meridian Chtr Twp

3315 / 02

Benefit Program

2.75% Multiplier (80% max)
 Benefit F50 (With 25 Years of Service)
 Benefit D2
 Benefit FAC-3 (3 Year Final Average Compensation)
 10 Year Vesting
 E2 2.5% COLA for future retirees (01/01/2000)

Service Credit

Earned service credit as of calculation date: 15 years, 2 months
 Vesting Only Service:
 Other Governmental Service used for: 7 years, 7 months
 Eligibility (MERS or Act 88):
 Type of Credited Service to be Purchased: Generic
 Amount of additional service requested: 2 years, 0 months

Benefit Impact

| | Earliest Eligibility Retirement Date | Retirement Age | Projected FAC | X | Service Credit | X | Benefit Multiplier | = | Annual Benefit |
|--------------------------|--------------------------------------|----------------------|---------------|---|----------------------|---|--------------------|---|----------------|
| Before Proposed Purchase | 6/1/2019 | 57 years 7 months | \$74,916.15 | | 17 years 5 months | | 2.75% | | \$35,881.80 |
| After Proposed Purchase | 6/1/2017 | 55 years 7 months | \$69,598.39 | | 17 years 5 months | | 2.75% | | \$33,334.80 |

Estimated Cost of This Service Credit Purchase: \$46,838.00

The total cost is due in full at the time of purchase and may be paid by either the participant or employer. You may be eligible to transfer assets from other accounts to make a payment for the purchase, such as: 457 Deferred Compensation Plans; 401 plans; 403(b) plans; and some IRAs (traditional, Roth, and SIMPLE). To initiate this transfer complete the form *Certification of Qualified Fund Rollover to MERS* (form number F-38). Send signed, approved Application for Additional Service Credit to MERS prior to sending any payment.

Section 2: Calculation Assumptions

1. Projected Earliest Eligible Retirement Date

This date is calculated using the participant's date of birth, the amount of service credit reported by the employer, and other service credit that we have on record (such as MERS-to-MERS or Act 88 time). If any of this data is incomplete or inaccurate this can affect the cost estimate. If the participant chooses to retire on a different date, it may increase/decrease the actual cost.

2. Projected Final Average Compensation (FAC)

Future increases in the FAC are assumed to be a 3.75% annual increase. This calculation is dependent on the wages reported by the employer to MERS. If the actual increases end up being different than the assumption, it may increase/decrease the actual cost.

3. Projected Service Credit

It is assumed the participant will continue to work until the earliest date for unreduced retirement benefits unless a specific termination date is shown. Any deviation from the earliest eligibility date may increase/decrease the actual cost.

4. Benefit Program

The current benefit plan provisions are used to calculate the cost of purchasing service credit. If the participant transfers into a different division and is eligible for a benefit plan with different provisions, then the cost may differ from the initial calculation. Likewise costs may differ if the municipality adopts different benefits in the future for any participant that has purchased service credit. These changes will be reflected in the actuarial valuation required to adopt any benefit increase.

5. Investment Assumption

The current investment return assumption for service credit purchase is 6.75%.

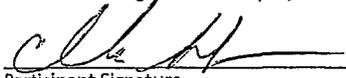
6. Mortality Rate

Assumptions are made on the life expectancies of the participant and their surviving spouse, using tables generated by actuarial professionals.

Section 3: Certification and Authorization

PARTICIPANT CERTIFICATION

I certify the above information is correct and accurate. If this is a purchase of qualifying "other governmental" service, I certify the service has not and will not be recognized for the purposes of obtaining or increasing a pension under another defined benefit retirement plan.


Participant Signature

2-13-17
Date

GOVERNING BODY RESOLUTION

By Resolution of its Governing Body, at its meeting on _____, as provided by the MERS Plan Document, and in accordance with the employer's policy, the employer hereby authorizes the participant named above to make a service credit purchase from MERS as described above. The employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actuarial experience will affect the true cost of the additional service to the employer. The calculation assumptions are outlined above and the employer understands and agrees it is accountable for any difference between estimated and actual costs.

Signature of Authorized Official

Date

Title

MERS Use Only

| | |
|-------------------|----------------------|
| Payment Received: | Participant Payment: |
| Service Credit: | ER Payment: |
| Signed: | |

MEMORANDUM

TO: Township Board

FROM: Frank L. Walsh
Frank L. Walsh, Township Manager

DATE: February 17, 2017

RE: **2017-2019 Meridian Township Firefighters Association Agreement**

After months of meaningful discussions, we have reached a tentative agreement with the Meridian Township Firefighters Association (MTFFA). The MTFFA team was led by President Bill Richardson, Jason Everest, TJ Booms, and Jason Hillard. Our internal team consisted of Human Resources Director Joyce Marx, Fire Chief Fred Cowper, labor counsel Helen Mills, and myself.

The key changes to the current contract include:

Wages – 2% increase for 2017, 2018, 2019

Pension

- Effective January 1, 2017, current employees Municipal Employees' Retirement System (MERS) multiplier is reduced from 2.75 to 2.50.
- Effective January 1, 2017, termination Final Average Compensation (FAC) to include base wages and overtime; holiday and longevity pay excluded, with no more than 240 hours of additional compensation at straight time.
- Effective January 1, 2017 MERS multiplier for new hires is reduced from 2.75 to 1.75, with increased retirement age to 55.
- Effective January 1, 2017, termination FAC to include base wages and no more than 240 hours of any other compensation at straight time.
No E-2 benefit Cost of Living Adjustment (COLA).
- Employees hired after January 1, 2017 shall participate in a defined contribution plan with an initial employer contribution of 2% of base wages, plus a one for one match of any employee contribution, up to 3% of base wages (maximum employer contribution of 5% if employee contributes 3%).
- In all cases, the employee contribution for MERS remains at 7.76%.

Uniforms

- Uniforms provided, including a Class A uniform for all non-probationary firefighters at the Township's expense. Cleaning facilities provided at each station. Firefighters responsible for cleaning and care of uniforms.
(Expected one-time cost \$7,500)

Overtime

- Hourly rate for calculating overtime to be determined by dividing annual salary by 2,620 working hours vs 2,080 working hours for a projected savings of \$30-50K per year.

Holidays

- Additional Holiday – Christmas Eve

Sick Leave

- All employees hired after January 1, 2017 shall have sick leave accumulation reduced to 880 hours maximum and are not entitled to sick leave sell back payout.

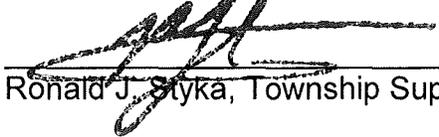
The proposed contract is an equitable compromise that clearly represents the significant pension debt the Township faces and the unparalleled service provided by our Fire Department. If approved, this contract sets in motion a plan to eradicate our pension crisis over the next decade. I applaud the effort on both sides of the table for their professional and fiscal approach to the issues we face.

The following motion is proposed for Board consideration:

MOVE TO APPROVE THE 2017-2019 COLLECTIVE BARGAINING AGREEMENT AS TENTATIVELY AGREED TO AND FURTHER RATIFIED BY THE MERIDIAN TOWNSHIP FIREFIGHTERS ASSOCIATION.

MEMORANDUM

TO: Township Board

FROM: 
Ronald J. Styka, Township Supervisor

DATE: February 21, 2017

RE: **Commission Appointments**

Two additional vacancies on Township commissions have occurred and need to be filled. The Environmental Commission has one opening and the Communications Commission has an alternate member position available. The Board must make appointments to fill these public member vacancies, and the Supervisor's recommendations for these positions are as follows:

- 1) Communications Commission -- Appoint Eric Langdon as an Alternate Commissioner for a period ending 12/31/17. A memorandum from the Commission Chair supporting the appointment along with Mr. Langdon's application for public service and resume are attached.
- 2) Environmental Commission -- Appoint Kirk Lapham to the commission for a term ending 12/31/18. Mr. Lapham's application for public service and resume are attached.

Suggested motions to make these appointments are as follows:

MOVE TO APPOINT ERIC LANGDON AS AN ALTERNATE MEMBER OF THE COMMUNICATIONS COMMISSION FOR A TERM ENDING 12/31/17.

MOVE TO APPOINT KIRK LAPHAM AS A MEMBER OF THE ENVIRONMENTAL COMMISSION FOR A TERM ENDING ON 12/31/18.

Attachments:

1. Memorandum from the Communications Commission Chair
2. Eric Langdon's Application for Public Service
3. Kirk Lapham's Application for Public Service

MEMORANDUM

TO: Township Board

Walter Benenson

FROM:

Walter Benenson, Chair of Communications Commission

DATE: February 1, 2017

SUBJECT: New Commissioner Appointment Recommendation

The following term is vacant for the Communications Commission:

Vacant Alternate Member – Term Expires: One (1) Calendar Year

Per the Communications Commission (CC) Rules and Procedures:

Rule 2: Membership

2.1 Members. The Commission shall consist of five (5) regular members and two (2) alternate members appointed by the Township Board of the Charter Township of Meridian. The Commission may recommend names of suggested appointees to the Township Supervisor. Members must be residents of the Township. No Commission member may:

1. Be employed by a locally franchised cable company.
2. Hold a contract with a locally franchised cable company.
3. Have ownership interest in a locally franchised cable company.

2.3 Conflict of Interest. A regular member or alternate member shall disqualify himself or herself from the discussion and decision in any case where the member has a conflict of interest due to financial considerations or other issues of significance. Failure of a member to disqualify himself or herself shall constitute misconduct in office.

2.4 Attendance. Members of the Commission who are absent from more than three (3) consecutive, regularly scheduled Commission meetings and work sessions or more than thirty (30) percent of the regularly scheduled Commission meetings and work sessions in a calendar year shall be subject to review and possible recommendation for removal by the Township Board. Exceptions may be made if absences are due to the conduct of other business as authorized by the Commission.

Rule 3: Terms of Office

3.2 Vacancies. A successor shall be recommended to the Township Board for appointment not more than thirty (30) days after the term of the previous member has expired.

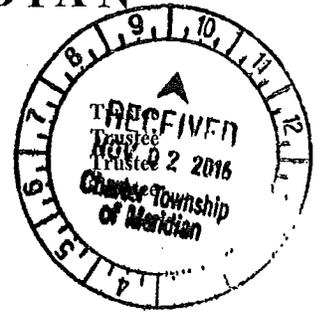
The Communications Commission moves **TO RECOMMEND THE NEW APPOINTMENT OF ERIC LANGDON TO THE COMMUNICATIONS COMMISSION** for one (1) year from the date of appointment.

CHARTER TOWNSHIP OF MERIDIAN

Elizabeth Ann LeGoff Supervisor
 Brett Dreyfus Clerk
 Julie Brixie Treasurer
 Frank L. Walsh Manager



Milton L. Scales
 Ronald J. Styka
 John Veenstra
 Angela Wilson



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input type="checkbox"/> Environmental Commission |
| <input type="checkbox"/> Building and/or Fire Board of Appeals and Building Hearing Officer | <input type="checkbox"/> Lake Lansing Watershed Advisory Committee* |
| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Land Preservation Advisory Board |
| <input checked="" type="checkbox"/> Communications Commission* | <input type="checkbox"/> Park Commission (elected/appointed) |
| <input type="checkbox"/> Community Resources Commission | <input checked="" type="checkbox"/> Pension Trustees |
| <input type="checkbox"/> Corridor Improvement Authority* | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Downtown Development Authority* | <input type="checkbox"/> Township Board (elected/appointed) |
| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Transportation Commission* |
| <input checked="" type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Zoning Board of Appeals |
| | <input checked="" type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

CIA

Summarize your reasons for applying for this type of public service:

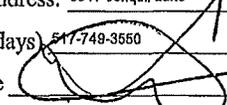
I would like to serve as a resource in Meridian Twp in any way my skills and experience allow. Describe education, experience or training which will assist you if appointed. (Attach resume if available) see resume

Name: Eric Langdon

Occupation: Fundraising Director Place of Employment: Capital Area Humane Society

Home Address: 3917 Jonquill Lane

Phone: (days) 517-749-3550 (evenings) 517-749-3550 E-mail ealangdon@yahoo.com

Signature  Date 10/25/16

Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

The policy for appointment of candidates to the various public service positions is based on the following criteria: desire to serve, experience, expertise, availability of time to serve, and maintenance of equitable geographic representation. In most instances it will be desirable to develop further information through a personal interview. This application will be retained in township files for two years. Please return this form to the Office of the Clerk, Charter Township of Meridian.

| FOR OFFICE USE ONLY | | | |
|---------------------|---------|---------------|-----------------------|
| Date Received | 11.2.16 | Distro: EL FW | Application # CC 1605 |
| Registered Voter: | (Y)/N | DG PM MK | CIA 1605 ED 1607 |
| Date Appointed: | | B) MEMBERS | PC 1610 |

Revised: October 19, 2015

5151 MARSH ROAD, OKEMOS, MICHIGAN 48864-1198 (517) 853-4000

www.meridian.mi.us



Eric A. Langdon

ealangdon@yahoo.com
517-749-3550

3917 Jonquil Lane
Okemos, MI 48864

SUMMARY OF EXPERIENCE

More than 15 years of professional experience, with nearly 13 years of successful fundraising and donor relations experience. Six and a half years in direct staff management and Board, committee and organizational leadership at the senior management level. Nearly 13 years experience collaborating with individuals and businesses and leading meetings to attain quantitative and qualitative goals. Six and a half years experience directing public relations, advertising, and marketing campaigns.

EMPLOYMENT HISTORY

Director of Annual & Major Gifts – Responsible for nearly all facets of fundraising for the shelter; including bequests and major donor giving and relations, direct mail and email appeals, newsletters, corporate sponsorships, grant writing, coordinating third party fundraising relationships, online giving, Capital Area United Way affiliation, and directing 3 significant community fundraising events. Manage fundraising staff and work in close conjunction with the volunteer, governing Board of Directors. Promote and further the charitable mission every day.

**Capital Area
Humane Society
Lansing, Michigan
2010 to present
6.5 years**

- Successfully led fundraising activities and Campaign Cabinet volunteers to raise more than \$1.6 million for the initial phase of an expansion and renovation project that broke ground in July 2016
- Secured grants of \$256,000 and \$80,000 and two personal gifts of \$100,000 each within this capital campaign; among 31 other gifts of \$10,000+ to attain the Phase 1 goal
- Solicit and steward planned gifts from donors ranging in current estate values estimated near \$800,000 as well as a documented trust gift for \$2 million
- Maintain high activity cultivating, stewarding and soliciting core 75-100 donors and manage annual giving campaign seeing an average of 7,800 unique donors giving nearly 13,000 gifts annually
- Led fundraising programs surpassing goal in a progressively growing budget in five of six years
- Plan and execute annual donor reception for cultivating and thanking donors; oversee donor selection, creation and mailing of the invitation and RSVP, food planning and preparation, venue selection, materials, and presentation
- Created a new methods for evaluating gift data in donor software to identify new and underserved prospects
- Established a new donor giving club for recurring credit card donations and expanded credit card pledges from \$5,025 to an expected billing of more \$55,000 in 2016
- Facilitate progress through leadership on the Fund Development Committee and Capital Campaign Cabinet; as well as cooperatively strategize and solicit in partnership with the Board of Director
- Oversaw staff and led committees to the most-successful Fur Ball in the 12-year history of the event, including more than double the sponsorship dollars ever raised, and also for revamping the Walk for the Animals toward revenue growth of 12% in just one year
- Experience with media appearances on live radio as well as video for use on both television and website news

Corporate Development Associate – Prospected and solicited for donations from corporations and foundations to support TV and radio broadcasting services in the form of underwriting credits. Aided in the planning and execution of station fundraising events and community engagements. Coached on-air talent during pledge drives to ensure effective messaging. Facilitated the recruitment of volunteers.

**WKAR AM/FM/TV
East Lansing, Michigan
2003 to 2010
6.0 years**

- Responsible for writing grants and proposals and making presentations to acquire funding for various projects and broadcast components totaling more than \$200,000 per year; with a history of managing and growing multiple relationships to gifts totaling \$10,000-\$30,000 from a single organization
-

Eric A. Langdon

ealangdon@yahoo.com
517-749-3550

3917 Jonquil Lane
Okemos, MI 48864

- Contributed in planning for Membership responsibilities such as pledge, special events and direct mail which accounted for nearly \$2 million per year; and was directly involved in the execution of these events through coaching and volunteerism
- Sought and successfully raised money for projects such as Ready To Learn, Classical Music Endowment, QuizBusters 20th Anniversary set re-design, as well as pledge challenge grants and general radio and TV program underwriting
- Successfully represented the mission and goals of a nonprofit organization encouraging support and fostering a will in businesses and foundations to contribute money to help maintain that mission and attain fundraising goals

Market Development Representative – Worked in conjunction with clients, sales, and project managers to develop successful marketing programs and websites for strategic business relationships. Created marketing strategies, managed individual budgets, payments, and coordinated ongoing ROI for these alliances. Evaluated and provided direct input into product marketing, partner advertising strategies, and collateral creation.

CoreComm
East Lansing, Michigan
2002 to 2003
1.5 years

- Successfully managed day-to-day operations and both short- and long-term marketing efforts for more than 50 business partnerships across Michigan
- Created strategy for and led teams in out-bound telemarketing and direct mail campaigns for partners such as the Michigan Nurses Association, the Michigan State Medical Society, and the Michigan Osteopathic Association
- Consistently the top-performing Market Development Representative in the Strategic Alliance Division, a five-state regional group, and recognized for the establishment of successful partnerships with key organizations

Account Manager – Formed business strategies and delegated tasks to achieve project and company goals in a complex design and production environment. Facilitated daily manufacturing meetings to guide procurement, direct manufacturing, and set priorities company-wide for projects. Served as the primary contact for turnkey engineering and manufacturing projects; managing processes from inception to delivery.

TelGen Corporation
Lansing, Michigan
1999 to 2001
2.0 years

- Managed client accounts representing over 25% of total company revenue
- Responsible for managing daily supply chain status to ensure on-time delivery of key components in the manufacturing process, as well as relay any potential lead-time difficulties to clients and upper management

ADDITIONAL INFORMATION

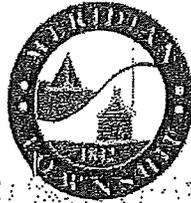
- Member of the Association for Fundraising Professionals (AFP)
- Completed three courses through The Fund Raising School at Indiana University; "Principles and Techniques", "Major Giving", "Managing the Capital Campaign" with a fourth, "Fundraising for the Business Sector" scheduled in October
- Self-motivated and effective conducting business in face-to-face donor and customer interactions; comfortable and experienced initiating contact via phone
- High proficiency with core Microsoft Office products
- Excellent verbal and written communication skills
- Ability to relate to a wide variety of individuals regardless of age or interests
- Detail-oriented with strong customer service
- Attentive and highly responsive to donors to maximize engagement

**Bachelor of Arts
Marketing**
Michigan State
University
East Lansing, Michigan
Graduated in 2000

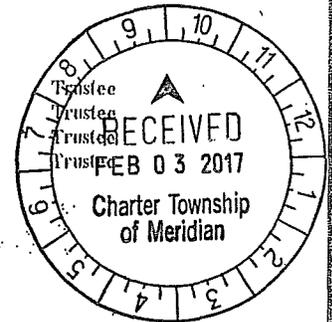
CHARTER TOWNSHIP OF MERIDIAN

Ronald J. Styka
Brett Dreyfus
Julie Brixie
Frank L. Walsh

Supervisor
Clerk
Treasurer
Manager



Phil Deschaine
Patricia Herring Jackson
Dan Opsommer
Kathy Ann Sundland



APPLICATION FOR PUBLIC SERVICE

I am interested in service on one or more of the following public bodies as checked below:

- | | |
|---|---|
| <input type="checkbox"/> Assessing Board of Review* | <input type="checkbox"/> Elected Officials Compensation Commission* |
| <input type="checkbox"/> Board of Water and Light Representative* | <input checked="" type="checkbox"/> Environmental Commission |
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| <input type="checkbox"/> Capital Area Transportation Authority (C.A.T.A.) | <input type="checkbox"/> Land Preservation Advisory Board |
| <input type="checkbox"/> Communications Commission* | <input type="checkbox"/> Park Commission (elected/appointed) |
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| <input type="checkbox"/> East Lansing-Meridian Water & Sewer Authority | <input type="checkbox"/> Transportation Commission* |
| <input type="checkbox"/> Economic Development Corporation | <input type="checkbox"/> Zoning Board of Appeals |
| | <input type="checkbox"/> Other |

(*Special conditions restrict eligibility for appointment)

Indicate areas not included above which may warrant special attention or study that are of interest to you:

Public Space connection corridors

Summarize your reasons for applying for this type of public service:

one of the reasons our family chose to live in the Township is the diverse public land and natural areas. I would like to assist with managing and continuing

Describe education, experience or training which will assist you if appointed. (Attach resume if available)

I hold a bachelors degree in geology and a law degree with an

Name: Kirk Lapham

Occupation: Legal Policy Specialist Place of Employment: Department of Natural Resources

Home Address: 4540 Mistywood Drive, Okemos, MI 48864

Phone: (days) 517 655-6503 (evenings) 517 655-6503 E-mail LaphamK@gmail.com

Signature *[Signature]* Date 2/1/2017

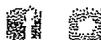
Other than the Downtown Development Authority Board and the Economic Development Corporation, persons appointed to Meridian Township boards and commissions must be a resident and elector (if of voting age) of the Township during the term of office. Excessive absences may be cause for review of appointment.

(PLEASE USE BACK IF NEEDED)

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| FOR OFFICE USE ONLY | | | |
|---------------------|---------------|----------------------|------------------------------|
| Date Received | <u>2.3.17</u> | Distro: <u>RS FW</u> | Application # <u>EC 1701</u> |
| Registered Voter: | <u>(Y/N)</u> | <u>MK</u> | |
| Date Appointed: | | <u>BD MEMBERS</u> | |

Form 1-1-06



to improve those areas, as well as the overall environmental protection of the Township.

environmental law concentration. I worked for approximately five years in the environmental consulting field performing pollution investigations and remediation efforts. I worked in the court system for approximately five years and gained experience with legal analysis and regulation interpretation. For the last two years, I have worked for the Michigan Department of Natural Resources in the Executive Division focused on legal issues involved with natural resource management and conservation. Please see attached resume for further detail.

Kirk Lapham

4540 Mistywood Drive Okemos, Michigan 48864
Phone: 517-655-6503 E-Mail: LaphamK@gmail.com

Experience

Legal Policy Analyst/Specialist; Michigan Department of Natural Resources November 2014-Present

- Act as Department's Regulatory Affairs Officer to oversee the administrative rule promulgation process
- Provide legal review of Department Orders for legal authority, enforceability, and conflict with existing statute
- Conduct legal research and provide legal guidance to the Department's bureaus, divisions, and offices
- Serve as liaison between Department and the Attorney General's Office
- Supervise and train legal and undergraduate interns

Law Clerk to Justice Michael F. Cavanagh; Michigan Supreme Court September 2009-November 2014

- Analyzed and researched complex legal issues in preparation for oral arguments and made recommendations
- Reviewed and analyzed memoranda from other Justices and made recommendations
- Drafted memoranda, opinions, and speeches
- Performed peer review and revised other law clerks' work product
- Supervised and trained junior law clerks and legal interns

Legal Intern; Michigan Department of Environmental Quality January 2009-May 2009

- Researched and briefed legal issues for the Department Director and Administrative Law Judges
- Researched and drafted briefs and memoranda for Assistant Attorneys General

Legal Intern; Michigan Environmental Council June 2008-September 2008

- Researched and analyzed Michigan's Right to Farm Act, relevant case law, and policy considerations
- Met with state government officials to analyze and discuss the application and impact of the Right to Farm Act
- Drafted memorandum explaining and interpreting the Right to Farm Act and case history

Project Geoscientist; Weston Solutions of Michigan, Inc. September 2001-November 2007

- Collaborated with government agencies, property owners, and other stakeholders to develop and perform successful environmental investigations and remediation activities
- Led project teams during environmental investigations and remediation activities
- Directed contractors during successful environmental investigations and remediation activities

Education

Juris Doctor, Environmental Law; Western Michigan University Cooley Law School January 2005-May 2009

- Graduated Magna Cum Laude, Class Rank: 4/403, GPA: 3.81
- Honors Scholarship
- Dean' List and Honor Roll
- Certificates of Merit: Torts I; Research and Writing; Criminal Procedure; Evidence; Business Organizations; Wills, Estates, and Trusts; Estate Planning
- Licensed to Practice Law in Michigan (State Bar of Michigan Member Number P74586)

Bachelor of Arts in Geology; The College of Wooster September 1997-May 2001

- Graduated Cum Laude with Departmental Honors
- Researched and Authored Thesis Investigating Climate Change Impact on Alaskan Glaciers
- Awarded National Science Foundation Research Grant for Undergraduates
- Dean's List
- Varsity Tennis

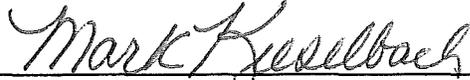
CHARTER TOWNSHIP OF MERIDIAN

12 - C

MEMORANDUM

TO: Township Board

FROM:



Mark Kieselbach, Director
Community Planning and Development



Ben Motil, Economic Development Coordinator
Community Planning and Development

DATE: February 15, 2017

RE: 2017 LEAP Public Art Grant Request

The Lansing Economic Area Partnership (LEAP) is currently accepting proposals from municipalities, businesses, and organizations within Ingham, Eaton, and Clinton Counties interested in receiving funding to commission and install a piece of public art. The LEAP Public Art for Communities program with additional support from the PNC Foundation will award three grants of \$10,000 each for the municipality, business, or organization to commission, create, and install the piece of public art for a year-round public display. The most successful applicants will identify a central, public location that is highly visible or recognizable to a significant and regular flow of foot traffic and car traffic. Beyond visibility, the public should enjoy the art and feel that the placement greatly enhances the physical aesthetic.

The Township adopted a public art policy in 2013 and received a \$10,000 grant to commission a piece of public art that was installed in 2014 at the roundabout on Hamilton Road. In 2016, staff submitted an application to install a sculpture at Wonch Park, just west of the seven-foot wide pathway on southbound Okemos Road, north of the new pedestrian bridge, however the Township was not one of the three municipalities awarded a grant.

Staff is requesting the Township Board's approval to again apply for the LEAP Public Art Grant for 2017 with a \$2,500 supplemental match. The proposed project location will be on Township property, on the northwest corner of Marsh Road and Central Park Drive. Additionally, due to the competitiveness of the grant, the Township Board may provide in-kind support for the proposed project and supplement the grant request by funding site improvements around the installation. A supplemental match of \$2,500 would provide \$1,000 for a 10'x10' concrete pad, \$1,000 for benches, and \$500 for landscaping.

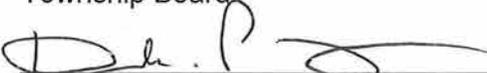
**Memo to Township Board
February 15, 2017
Re: 2017 LEAP Public Art Grant Request
Page 2**

The motion below authorizes staff to apply for the LEAP Public Art Grant with a supplemental \$2,500 match from the Township for site improvements.

MOTION TO AUTHORIZE MERIDIAN TOWNSHIP COMMUNITY PLANNING AND DEVELOPMENT STAFF TO APPLY FOR THE 2017 LEAP PUBLIC ART GRANT WITH A \$2,500 SUPPLEMENTAL MATCH FROM THE TOWNSHIP BOARD TO PROVIDE FOR SITE IMPROVEMENTS, TO BE SUBMITTED BY FEBRUARY 28, 2017.

MEMORANDUM

TO: Township Board

FROM: 
Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering


Younes Ishraidi, P.E.
Chief Engineer

DATE: February 17, 2017

RE: Kansas Road Public Sanitary Sewer Improvement
Special Assessment District #52 - Resolution #4

The Township Board held a public hearing on November 3, 2015 to hear comments on the establishment of a special assessment district to construct gravity sanitary sewer along Kansas Road including installation of lateral lines from the main to the road right of way to service 16 parcels in the subject special assessment district.

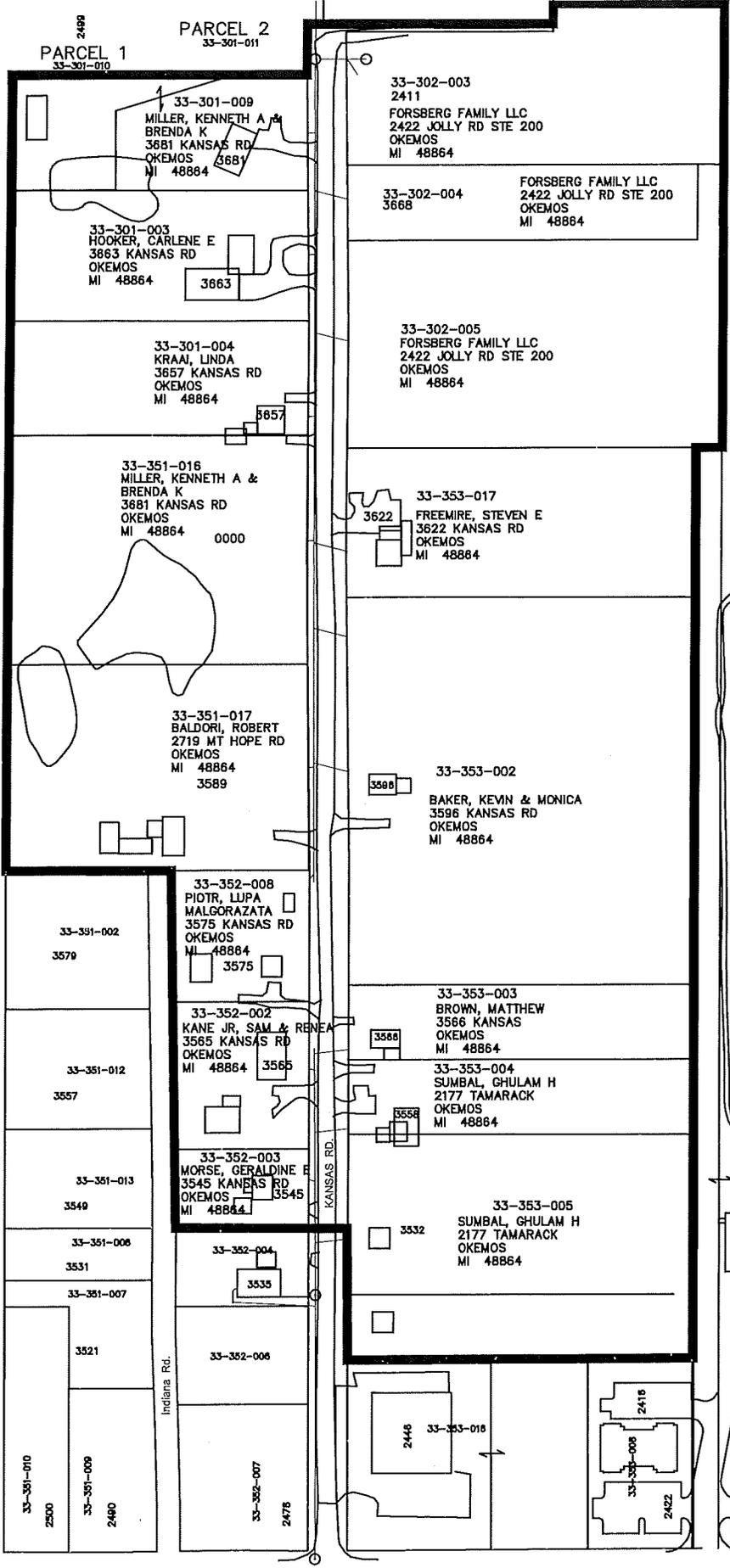
On November 17, 2015, the Township Board adopted Resolution #3, which approved the construction of the sanitary sewer improvement, approved the plans and cost estimate, determined the district, and directed an assessment roll be made. This project has been completed, at a final cost of \$115,191.25. As such, the proposed final assessment per parcel is \$7,199.45. The original estimated cost per parcel was \$9,200.

The attached Resolution #4 for Kansas Road Public Sanitary Sewer Improvement Special Assessment District #52 files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on March 21, 2017.

Proposed Motion:

“Move to approve Kansas Road Public Sanitary Sewer Improvement Special Assessment District #52, Resolution #4, which files the proposed final special assessment roll with the Township Clerk and sets the date for a public hearing on March 21, 2017”

Attachment(s)



NORTH
 2446
 NO SCALE
 DRAWN 10/29/15

KANSAS STREET SANITARY SEWER
 ASSESSMENT DISTRICT #52

SMITH DRAIN

**KANSAS ROAD PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 52**

RESOLUTION NO. 4

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, (517) 853-4000 on Tuesday, February 21, 2017 at 6:00 p.m.

PRESENT: _____

ABSENT : _____

The following resolution was offered by _____

and supported by _____.

WHEREAS, by resolution adopted November 17, 2015, the Township Board of the Charter Township of Meridian, determined to acquire and construct the more particularly hereinafter described Kansas Road Public Sanitary Sewer Improvement Special Assessment District No. 52 and assess the cost thereof, to the property deemed benefitted by said improvements, all in accordance with Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the Supervisor has prepared and reported to the Township Board a special assessment roll assessing the cost of said improvements to the property benefitted thereby with the proper certificate attached thereto.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll shall be filed with the Office of the Township Clerk and shall be available for public examination during regular working hours on regular working days.
2. The Township Board shall meet at 6:00 p.m. on Tuesday, March 21, 2017, at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan, in the Charter Township of Meridian, for the purpose of reviewing and hearing objections to the special assessment roll.
3. The Township Clerk shall cause notice of such hearing and the filing of the assessment roll to be published twice in a newspaper of general circulation in the Township, prior to the date of the hearing. The first publication shall be at least ten (10) days before the hearing pursuant to Act 188, Public Acts of 1954. The Clerk shall also cause notice of such hearing to be mailed by first class mail to all property owners in the special assessment district shown on the current assessment rolls of the Township, at least ten (10) full days before the date of said hearing. Said notice as published and mailed shall be in substantially the following form: (SEE ATTACHED)

MERIDIAN TOWNSHIP RESIDENTS

**NOTICE OF REVIEW OF SPECIAL ASSESSMENT ROLL FOR
KANSAS ROAD PUBLIC SANITARY SEWER IMPROVEMENT
SPECIAL ASSESSMENT DISTRICT NO. 52**

By Charter Township of Meridian
Ingham County, Michigan

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING
PROPERTY CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

Located in the SW ¼ of Sec 33, Meridian Township, T4N, R1W, Ingham County, MI, described as commencing at the SW cor of Sec 33, th N along the W sec line 880 ft to the pt of beg, th continuing along the W sec ln 1025 ft, th E 371 ft to the W ROW ln of Kansas Rd, th N 75 ft along ROW, th E 289 ft, th N 25 ft, th E 231 ft, th S 582.15 ft, th W 33', th S 1150.25 ft, th W 437 ft to the E ROW ln of Kansas Rd, th N along ROW ln 161 ft, th W 198 ft, th N 451 ft th W 225 ft to pt of beg

and excluding road right of way and other lands deemed not benefitted and excluding all streets and other land deemed not benefitted.

PLEASE TAKE NOTICE that a special assessment roll has been prepared and is on file in the Office of the Township Clerk for public examination. Said special assessment roll has been prepared for the purpose of assessing the cost of the following described sanitary sewer improvements to the property benefitted therefrom: Construct approximately 1350 feet of 8" gravity sanitary sewer, beginning approximately 360 feet north of the centerline of Jolly Road, north approximately 310 feet and beginning at existing sanitary sewer at the north end of Kansas Road, south approximately 1040 feet; including installation of lateral lines from the main to the road right of way to service all parcels in the proposed special assessment district, Section 33, Meridian Township, Ingham County, Michigan, T4N, R1W.

TAKE FURTHER NOTICE that the Township Board will meet on Tuesday, March 21, 2017, at 6:00 p.m., at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, (517) 853-4000, for the purpose of reviewing said special assessment roll and hearing any objections thereto.

Appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the state tax tribunal. You or your agent may appear in person at the hearing and protest the special assessment; or you may file your appearance and protest by letter with the Township Clerk before the close of this hearing, and your personal appearance is not required. The owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal within 30 days after the confirmation of the special assessment roll if that person protested the special assessment at this hearing.

Your special assessment is proposed to be **\$7,199.45**.

DATED: _____

Brett Dreyfus, CMMC, Township Clerk
CHARTER TOWNSHIP OF MERIDIAN

**Kansas Road Public Sanitary Sewer Improvement
Special Assessment District No. 52
Resolution No. 4
Page 2**

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS:

NAYS:

Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, February 21, 2017.

Brett Dreyfus, CMMC, Township Clerk

KANSAS ROAD PUBLIC SANITARY SEWER IMPROVEMENT

SPECIAL ASSESSMENT DISTRICT NO. 52

-- CERTIFICATE OF SUPERVISOR --

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, Ronald J. Styka, Supervisor of the Charter Township of Meridian, Ingham County, Michigan, hereby certify that the attached Kansas Road Public Sanitary Sewer Improvement Special Assessment District No. 52 Special Assessment Roll was made by me pursuant to the resolution of the Township Board of said Charter Township of Meridian heretofore adopted on February 21, 2017, and that in making such assessment roll, to the best of my judgment, I conformed in all respects to the directions contained in such resolution and in the Statutes of the State of Michigan.

Ronald J. Styka
Supervisor

DATED:

Subscribed and sworn to before me this _____ day of _____, 2017.

Notary Public, Ingham County, MI
My Commission expires: _____

I, Brett Dreyfus, the duly qualified and acting Township Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the notice of hearings on the Kansas Road Public Sanitary Sewer Improvement Special Assessment Roll were personally mailed by me to all of the landowners listed hereon on the dates indicated in my affidavit of mailing.

Brett Dreyfus, CMMC, Township Clerk

| | | | Mailing Address | | | | | | Homeowner Cost |
|----------|--------------------|------|-----------------|-----------------------------------|----------------------------|--------|-----|-------|-------------------|
| Parcel # | Address | | Primary Name | Street Address | City | ST | Zip | | |
| 1 | 3302-02-33-301-003 | 3663 | Kansas Road | Carlene E. Hooker | 3663 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 2 | 3302-02-33-301-004 | 3657 | Kansas Road | Linda Kraai | 3657 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 3 | 3302-02-33-301-009 | 3681 | Kansas Road | Kenneth & Brenda Miller | 3681 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 4 | 3302-02-33-302-003 | 2411 | Kansas Road | Forsberg Family LLC | 2422 Jolly Road, Suite 200 | Okemos | MI | 48864 | \$7,199.45 |
| 5 | 3302-02-33-302-004 | 3668 | Kansas Road | Forsberg Family LLC | 2422 Jolly Road, Suite 200 | Okemos | MI | 48864 | \$7,199.45 |
| 6 | 3302-02-33-302-005 | 0 | Kansas Road | Forsberg Family LLC | 2422 Jolly Road, Suite 200 | Okemos | MI | 48864 | \$7,199.45 |
| 7 | 3302-02-33-351-016 | 0 | Kansas Road | Kenneth & Brenda Miller | 3681 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 8 | 3302-02-33-351-017 | 3589 | Kansas Road | Robert Baldori | 2719 Mt. Hope Road | Okemos | MI | 48864 | \$7,199.45 |
| 9 | 3302-02-33-352-008 | 3575 | Kansas Road | Piotr Lupa & Malgorzata Szum-Lupa | 3575 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 10 | 3302-02-33-352-002 | 3565 | Kansas Road | Sam & Renea Kane Jr. | 3565 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 11 | 3302-02-33-352-003 | 3545 | Kansas Road | Geraldine E. Morse | 3545 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 12 | 3302-02-33-353-002 | 3596 | Kansas Road | Kevin & Monica Baker | 3596 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 13 | 3302-02-33-353-003 | 3566 | Kansas Road | Matthew Brown | 3566 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |
| 14 | 3302-02-33-353-004 | 3558 | Kansas Road | Ghulam H. Sumbal | 1998 Jolly Road | Okemos | MI | 48864 | \$7,199.45 |
| 15 | 3302-02-33-353-005 | 3532 | Kansas Road | Ghulam H. Sumbal | 1998 Jolly Road | Okemos | MI | 48864 | \$7,199.45 |
| 16 | 3302-02-33-353-017 | 3622 | Kansas Road | Steven E. Freemire | 3622 Kansas Road | Okemos | MI | 48864 | \$7,199.45 |

\$115,191.20

MEMORANDUM

12. E

TO: Township Board

FROM: 
LuAnn Maisner, CPRP
Director of Parks and Recreation

DATE: February 15, 2017

RE: Williamston Recreation Services Agreement Renewal Contract

In March 2011, the City of Williamston began contracting with Meridian Township to provide youth recreation services for their residents. The programs our department administered include: softball, baseball, tee ball, flag football, tackle football, cheerleading, and basketball.

Williamston officials and residents were very pleased with our work and renewed the contract in subsequent years. The current contract expires on March 31, 2017. The City of Williamston has confirmed interest in renewing the agreement for two more years. Darcie Weigand, Parks and Recreation Specialist is the lead person coordinating the Williamston programs as well as managing her other responsibilities within our department including all adult sports programs, enrichment activities and special events.

New to the contact this year is the reduction of two programs (tackle football and cheerleading as the Williamston High School Football Booster Club is now assuming responsibility). Proposed programs for inclusion in the contract renewal include summer baseball, softball and teeball; flag football; and youth basketball. Per the agreement, all net revenues available at the end of the contract are remitted to the City of Williamston and all net losses are reimbursed to Meridian Township. A total of 772 children were served by these programs in 2016.

Motion for Board Consideration:

MOVE TO APPROVE THE "AGREEMENT FOR ADMINISTRATIVE SERVICES FOR RECREATION PROGRAM MANAGEMENT" WITH THE CITY OF WILLIAMSTON TO PROVIDE YOUTH RECREATION PROGRAMS INCLUDING SOFTBALL, BASEBALL, TEEBALL, FLAG FOOTBALL AND BASKETBALL FROM APRIL 1, 2017 THROUGH MARCH 31, 2019 FOR AN ADMINISTRATIVE FEE OF \$26,241 in 2017/2018 and \$26,766 in 2017/2018; AND TO AUTHORIZE THE TOWNSHIP MANAGER TO SIGN THE AGREEMENT ON BEHALF OF THE TOWNSHIP.

Attachment

AGREEMENT FOR ADMINISTRATIVE SERVICES FOR RECREATION PROGRAM MANAGEMENT

THIS AGREEMENT is made this ____ day of ____, 2017, between the **CHARTER TOWNSHIP OF MERIDIAN**, a Michigan municipal corporation, 5151 Marsh Road, Okemos, Michigan 48864 ("Township"), and the **CITY OF WILLIAMSTON**, a Michigan municipal corporation, 161 Grand River Avenue, Williamston, Michigan 48895 ("City").

RECITALS:

WHEREAS, recreation services for the Williamston area have been operated and managed by Williamston Community Schools in cooperation with the Red Cedar Recreation Association (RCRA) (a volunteer parent group) until June of 2010; and

WHEREAS, the City has voted to become the provider of recreation services in the Williamston School District area including portions of Williamstown Township, Leroy Township, Locke Township, Wheatfield Township, Alaiedon Township and Meridian Township; and

WHEREAS, the Meridian Township Parks and Recreation Department infrastructure and staff provides an opportunity for the City to provide recreation services in the Williamston area until it can implement a program of its own; and

WHEREAS, the Township, through its Parks and Recreation Department, has agreed to assist the City in offering recreation programs by administering youth baseball, softball and tee-ball, flag football, and youth basketball from April, 2017 through March, 2019 for an administrative fee of **\$26,241 in 2017/2018**; and a 2% increase for April, 2018 through March, 2019 for an administrative fee of **\$26,766**.

WHEREAS, the Township and the City are each municipal corporations as defined in MCL 124.1, and as such each is authorized to enter into this inter-local agreement providing for the operation and maintenance of any property, facility, or service that each has the power to own, operate, and maintain separately pursuant to MCL 124.2; and

WHEREAS, the Township and the City find that the conditional transfer of operation and maintenance of recreation programs will provide necessary municipal services that will be beneficial to the residents of both the Township and the City.

THEREFORE, for and in consideration of the mutual covenants hereinafter contained, the parties agree as follows:

1. **TERM.** This Agreement shall commence April 1, 2017 and shall terminate on March 31, 2019, or upon the payment set forth in paragraph 7, whichever occurs later. It may be renewed upon the agreement of both parties for additional terms, with each additional term not to exceed two (2) years. Any such renewal shall be in writing, executed prior to expiration of the current term by the duly authorized representative of each party. Upon renewal, the parties may change the Fee set forth in paragraph 6.
2. **ROLES AND RESPONSIBILITIES.**
 - A. The Township, through its Parks and Recreation Department, shall be responsible for the administration and management of the following youth sports programs for the City: summer baseball, softball and teeball, flag football and basketball (collectively "Covered Programs"), in accordance with the provisions of Attachment A.
 - B. The City and Williamston Parks and Recreation Commission shall serve in an advisory capacity to Covered Programs in accordance with the provisions of Attachment A, and provide volunteer assistance when necessary under the direction of the Township.
3. **FACILITIES.** The Township shall have access to the facilities that have been previously used by RCRA and Williamston Community Schools for the Covered Programs on a priority basis.
4. **EQUIPMENT.** The Township shall be entitled to use the equipment that has been previously purchased and/or utilized for the Covered Programs.
5. **INSURANCE.**
 - A. The City shall be responsible for maintaining its own insurance covering liability it may incur arising from the activities of its officers, employees and agents under this Agreement or from its ownership of any facilities or equipment used under this Agreement.
 - B. The Township shall be responsible for maintaining its own insurance covering liability it may incur from the activities of its officers, employees and agents under this Agreement or from its ownership of the facilities or equipment used under this

Agreement.

- C. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities to be carried out by the Township in the performance of this Agreement, or due to ownership of the facilities or equipment used under this Agreement, shall be the responsibility of the Township, and not the responsibility of the City, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of the Township, any subcontractor, anyone directly or indirectly employed by the Township, or any appointed or elected officer, employee, or agent of Township. Nothing in this Agreement shall be construed as a waiver of any governmental immunity that has been provided to the Township or its officers, employees, or agents.
 - D. All liability to third parties, loss or damage as a result of claims, demands, costs or judgments arising out of activities to be carried out by the City in the performance of this Agreement, or due to ownership of the facilities or equipment used under this Agreement, shall be the responsibility of the City, and not the responsibility of the Township, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any City, or any elected or appointed officer, employee or agent of City. Nothing in this Agreement shall be construed as a waiver of any governmental immunity by the City or its officers, employees, or agents.
 - E. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Township and the City in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the Township and the City in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Township, the City or their officers, employees, or agents, respectively.
6. **PAYMENT.** The City shall pay the Township a fee of **\$26,241.00** in 2017-2018 and a fee of **\$26,766.00** in 2018-2019, or such other amount as the parties may agree upon in any renewal of this Agreement ("Fee"). Payment of the Fee shall be made as set forth in paragraph 7.
7. **FINANCIAL RESPONSIBILITIES.** The Township shall collect all

funds and pay all costs for the Covered Programs, in accordance with Attachment A. Within 60 days after the conclusion of each sport under the Covered Program, the Township shall provide to the City an accounting showing the funds collected and the costs paid. Within 60 days after the conclusion of the winter 2019 basketball season, the Township shall provide to the City a final accounting of all of the Covered Programs, and shall deduct its Fee from the net funds collected. The Township shall remit to the City any net funds remaining after deduction of its Fee, upon submitting the final accounting. If the net funds collected by the Township are less than the Fee, the City shall remit the difference to the Township. If there is a net loss of the funds collected (before deducting the Fee), the City shall remit the entire Fee to the Township, as well as reimbursing the Township the amount of the net loss. Payment from the City to the Township shall be due within 30 days after receipt of the final accounting.

8. **NON-DISCRIMINATION.** The Township will apply the non-discrimination policies of its Parks and Recreation Department for the Covered Programs, as well as all applicable federal and state laws.
9. **COMPLETE AGREEMENT.** This Agreement constitutes the sole and only agreement of the parties, and supersedes any prior understanding or written or oral agreement between the parties respecting the within subject matter. No amendment, modification or alteration of the terms contained in this Agreement shall be binding unless the same are in writing, dated subsequent to the dates hereof, and duly executed by the authorized representatives of the parties to this Agreement.
10. **WAIVERS.** No waiver by the parties of any default or breach of any term, condition or covenant of this Agreement shall be deemed to be a waiver of any other breach of the same or any other term, conditions or covenant.
11. **ASSIGNMENTS.** This Agreement may not be assigned by either the City or Township to a third party without the prior written mutual approval of the non-assigning party.
12. **BINDING EFFECT OF AGREEMENT.** This Agreement shall be binding upon, and the benefits shall inure to, the successors, representatives, and assigns of the parties. There are no third-party beneficiaries of this Agreement.
13. **TIME BEING OF THE ESSENCE.** Time is of the essence in all the

provisions of this Agreement.

14. **CONSTRUCTION.** This Agreement shall be construed to have been drafted by both parties to this Agreement.
15. **DISREGARDING SECTION TITLES.** The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.
16. **INVALID PROVISIONS.** If any section, clause or provision of this Agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling by any tribunal of competent jurisdiction, that section, clause or provision shall be null and void and to be considered deleted, and the remainder of this Agreement shall not be affected thereby. Where the deletion of the unenforceable or invalid section, clause or provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall be considered to have terminated as of the date in which the provision was declared invalid or unenforceable.
17. **NOTICES.** All notices under this Agreement shall be in writing and be sent by certified mail addressed to the respective party at the address set forth in this Agreement or at such other address as the respective party may designate in writing. A change in address may be effected by a certified letter sent by either party to the other.
18. **APPLICABLE LAW/COMPLIANCE WITH THE LAW.** This Agreement shall be construed under and in accordance with the laws of the State of Michigan and all obligations of the parties created hereunder are to be performed in Ingham County, State of Michigan.
19. **CERTIFICATION OF AUTHORITY TO SIGN THIS AGREEMENT.** The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of the parties and that this Agreement has been authorized by the parties.

CHARTER TOWNSHIP OF MERIDIAN

CITY OF WILLIAMSTON

Frank Walsh, Manager
Charter Township of Meridian

Tammy Gilroy, Mayor

Holly Thompson, City Clerk

MEMORANDUM

12. F

TO: Township Board

FROM: 
LuAnn Maisner, CPRP
Director of Parks and Recreation

DATE: February 9, 2017

RE: 5-Year Parks and Recreation Master Plan

In order to maintain eligibility for state and federal grants administered through the Michigan Department of Natural Resources (MDNR), communities must have a parks and recreation master plan on file and updated every five years. This document, more importantly, serves as a planning tool for future development opportunities based on community input, current uses and future trends.

Public input for the plan included a public input meetings, a community-wide survey that received more than 1,100 responses, meeting with staff, and a public hearing. The draft plan was available for review on our website, Meridian Service Center and in the Clerk's Office for the required thirty-day review period. The Park Commission voted unanimously to approve the plan during their February 14, 2017 regular meeting.

Following your action on February 21, 2017, the plan will be submitted to the Tri-County Regional Planning Office and the Michigan Department of Natural Resources prior to the March 1, 2017 deadline. The plan will also remain available to the public on the Meridian Township website.

Motion for Board Consideration:

MOVE TO APPROVE THE ATTACHED RESOLUTION OF SUPPORT FOR THE 2017-2021 5-YEAR PARKS AND RECREATION MASTER PLAN.

**Township Board Resolution
Adopt 5-Year Parks and Recreation
Master Plan 2017-2021**

RESOLUTION

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, Michigan, held at the Meridian Municipal Building, in said Township on the 21st day of February, 2017, at 6:00 p.m., Local Time

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, the Meridian Township Park Commission and Department of Parks and Recreation has undertaken a Five-Year Parks and Recreation Master Plan update which describes the physical features, existing parks and recreation facilities and the desired actions to be taken to improve and maintain parks and recreation facilities during the period between 2017 to 2021, and

WHEREAS, the 5-Year Parks and Recreation Master Plan was developed in accordance with the most recent guidelines developed by the Department of Natural Resources and Environment and made available to local communities, and

WHEREAS, residents of Meridian Township were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource plan, and

WHEREAS, the community was given a well-advertised opportunity to review the final draft plan for at least 30 days, and

WHEREAS, a public hearing was held on Tuesday, February 14, 2017 at the Meridian Township Hall, to provide an opportunity for citizens to express opinions, ask questions and discuss all aspects of the Parks and Recreation Master Plan, and

WHEREAS, the Meridian Township Park Commission and Department of Parks and Recreation have developed the plan for the benefit of the entire community and unanimously recommends adoption of the plan as a document to assist in meeting the parks and recreation needs of the community, and

WHEREAS, the Plan once approved will be submitted to the Michigan Department of Natural Resources to meet eligibility requirements for state and federal grants administered by the MDNR from 2017-2021.

**Township Board Resolution
Adopt 5-Year Parks and Recreation
Master Plan 2017-2021**

NOW, THEREFORE BE IT RESOLVED THAT THE TOWNSHIP BOARD OF MERIDIAN CHARTER TOWNSHIP HEREBY RECOMMENDS ADOPTION OF THE MERIDIAN TOWNSHIP PARKS AND RECREATION MASTER PLAN 2017-2021 AS A GUIDELINE FOR IMPROVING PARKS AND RECREATION FACILITIES AND SERVICES FOR THE RESIDENTS OF MERIDIAN TOWNSHIP.

Roll Call:

AYES:

NAYS:

State of Michigan)
) ss:
County of Ingham)

I, _____, Clerk of the Meridian Township Board, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Township Board of the Meridian Charter Township at a regular meeting held on the 21st day of February, 2017.

Brett Dreyfus, CMMC
Meridian Township Clerk

Charter Township of Meridian Department of Parks and Recreation

Creating Community through People, Parks, and Programs



5-Year Parks & Recreation Master Plan 2017-2021



Adopted February 2017

Park Commission

2017-2021

Michael McDonald, Acting Chair

Mark Stephens, Commissioner

Richard Baker, Commissioner

Amanda Lick, Commissioner

Annika Brixie Schaetzel, Commissioner

Parks and Recreation Staff

LuAnn Maisner, *Parks & Recreation Director*

Robin Faust, *Administrative Assistant II*

Jane Greenway, *Senior Parks and Land Management Coordinator*

Mike Devlin, *Parks & Recreation Specialist*

Darcie Weigand, *Parks & Recreation Specialist*

Kit Rich, *Senior Park Naturalist, Harris Nature Center*

Kati Adams, *Senior Park Naturalist, Harris Nature Center*

Kelsey Dillon, *Stewardship Coordinator*

Dennis Antone, *Facilities Superintendent*

Cheri Wisdom, *Senior Center Coordinator*

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LIST OF APPENDICES

Appendix A: Township Planning Maps

1. Parks, Pathways, and Natural Areas Plan
2. Pathway Map
3. Ingham County Trail Map
4. Land Use Plan
5. Hydrology Features Map
6. Soils Map
7. Potential Conservation Areas Assessment Plans
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9. Parks and Natural Areas – Surrounding Area

Appendix B: Maps of Township Parks

I. Park Maps

1. Brattin Woods Park

2. Cedar Bend Heights
3. Central Park
 - a. Historical Village and Town Hall
 - b. Central Park South
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4. Eastgate Park
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14. Meridian Riverfront Park
15. Legg Park
 - a. Legg Park South
16. Newton Road Park
17. North Meridian Road Park
18. Orlando Park
 - a. Outlook B
19. Ottawa Hills Park
20. Red Cedar Natural Area
21. Sander Farm Natural Preserved Area
22. Schreiner Park
23. Spengler Marsh
24. Tacoma Hills Natural Area/Park
25. Ted Black Woods (Van Atta Woods)
26. Towar Park
 - a. Snell-Towar Recreation Center
37. Towner Road Park
 - a. Future improvements

II. Land Preserve Maps

1. Central Meridian Uplands
2. Cornell/Tihart Wetland
3. Davis Foster
4. Foster-Couse
5. Forest Grove
6. Hubbel
7. Kuzma
8. Lake Lansing North
9. Lake Lansing South
10. Meridian Central Wetlands
11. Newman Equities
12. North Ridge
13. Red Cedar Glen
14. Red Cedar River East
15. Southwest Meridian Uplands
16. Sower Woods
17. Sumbal
18. Towner Wetlands
19. Towar Woods

III. Miscellaneous Maps

1. Meridian Township Parks, Pathways, and Natural Areas
2. Wetlands
3. MNFI Map
4. Red Cedar Water Trail
5. Pedestrian Bicycle Path
6. Central Park Regional Trail Connector
7. Deer Management Areas

Appendix C: Meridian Township DNR Grant History

- a. Grant History
- b. Post-Compliance Inspection Reports

Appendix D: 2017-2022 Capital Improvement Program

Appendix E: Millage

Appendix F: Census Data

Appendix G: 2015 National Citizen Survey

Appendix H: Township Board Goals and End Statements, 2015

Appendix I: 2016 Master Plan (select sections)

Appendix J: Public Meeting Notices

Appendix K: Plan Adoption Information

Appendix L: Parks and Recreation Community Survey

Appendix M: Contact Information

VI. Description of the Public Input Process

A. Description of the Methods Used to Solicit Public Input

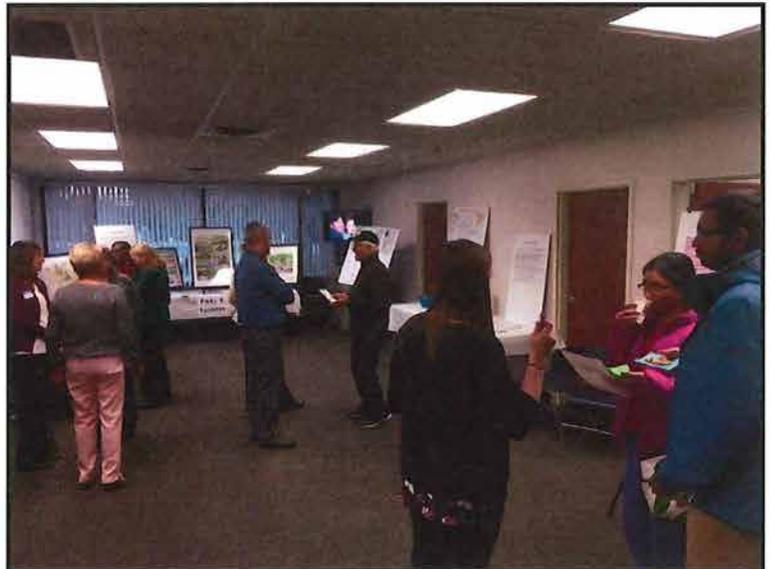
Creating a venue for dialogue and enlisting feedback from the public, community leaders and staff are the most valuable element of this planning process. The process not only allowed residents to voice their opinion, it also served as a promotional tool to remind others of the parks and recreation benefits and opportunities available in their community. Input into this plan was obtained through the following methods:

1. **Public Input Meetings**
2. **Online Community Survey**
3. **Online Farmers Market Survey**
4. **Meeting with Meridian Township Parks and Recreation Commission and Staff:**
5. **Public Hearing**

An open house was held on November 21, 2016 providing an opportunity for in-depth discussions between residents and staff on various topics. A variety of suggestions were listed and provided to staff for further evaluation.

B. Overall Summary of Community Input

Rowe Professional Services was engaged in the plan update process to assist Meridian Township with community engagement/public input, goal and objective development and action plan recommendations. A postcard was mailed to 22,000 households inviting them to participate in an on-line survey and to also attend the Public Input Open House that was held on November 21, 2016 from 1pm-9pm. Over 16,000 emails were also sent to encourage public participation as well as postings on social media.



Comments were also received from a

third grade class at Bennett Woods Elementary School, vendors from the farmers' market, Parks and Recreation Department staff, and Park Commissioners.

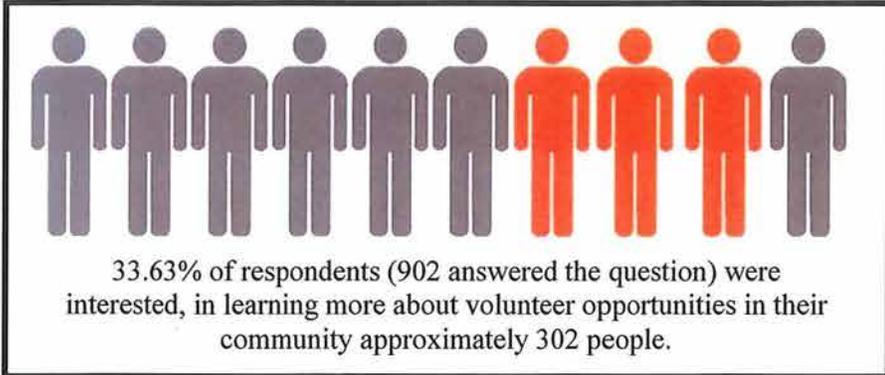
ON-LINE SURVEY

The online survey was promoted through a post card sent to all township residents. The survey was also linked on the township website and notices were sent directly via email to more than 25,000 individual stakeholders. A separate survey was also sent to Farmers' Market vendors with a specific set of questions.

A summary of key findings is noted below:

- ❖ The top parks, based on frequency of visits, remained the same from 2010. Central Park is the #1 most visited park (including Nancy Moore Park, Meridian Historical Village and Farmers' Market). Harris Nature Center is #2.
- ❖ 70-90% of respondents were satisfied with park maintenance, with the most needs identified for parking, restrooms, and trail signage; consistent with 2010 input.
- ❖ 80% of survey responses said their family had visited the Farmers' Market within the past year.
- ❖ Residents overwhelmingly enjoy walking and hiking (88%). Other top activities (more than 40%) include biking, use of playgrounds, nature observation, visiting the Farmers' Market and picnicking.
- ❖ 75% of respondents used the Family Fun Guide and website as their source of information for events, programs, and activities; only 26% rely on social media.
- ❖ Most responses listed customer service as good or excellent.
- ❖ Top picks for potential park projects (above 30%) include a new Farmers' Market location, river access, restroom buildings, ice rink and trail signage
- ❖ 89% are proud of where they live
- ❖ 84% feel comfortable and accepted at programs and events
- ❖ 80% of non-white respondents indicated parks and programs adequately address the community's cultural diversity
- ❖ 45% of the responses were from the Okemos zip code, 29% were from Haslett.

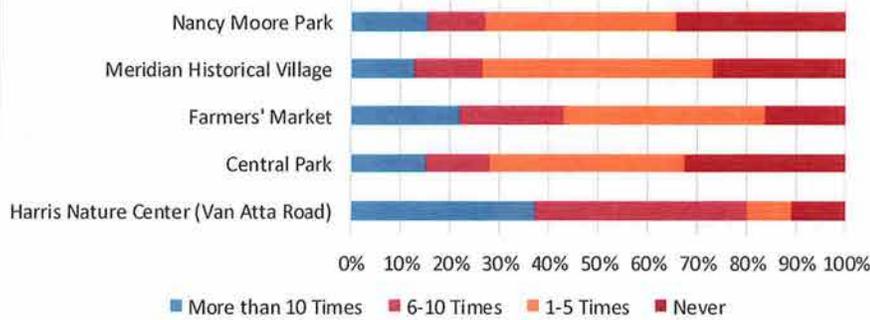
Interested volunteer opportunities



Farmers' Market



Top Park and Facility Usage



Suggested Parks and Facilities Improvements

Misc. Park Improvements Maintenance



These are the different suggested improvements based on write-in comments grouped into categories. The larger the phrase the more people commented the same thing.

Written comments shown above from question #16 addressed what suggestions people had to improve their experience when visiting parks and participating in programs. Seventeen percent of the responses were suggestions related to trails (more of them, better connections, etc.). The next category of comments was related to various park improvements, such as larger playgrounds, more benches, etc.

A majority of write-in comments on the survey and Open House were positive in nature, providing specific suggestions for improvement. It demonstrates a 'solution-based' engagement from the community vs a list of complaints. There were various "I didn't know..." comments that could be addressed by additional communication and programming.

Comments regarding maintenance ranged from mosquito control to picking up branches along the trails. The need for additional parking, restrooms, facilities for off-leash dog walking and exercise as well as improving signage in parks and on trails. There was support for the Farmers' Market, and suggestions for programs each received some of the comments

- Various other comment themes were evident through other question fields such as:
- #1 Park Usage (not aware of park offerings, demonstrates a need to promote what the system has to offer)
- #2 Park Maintenance (many repeated comments represented in question 16)
- #3 & #4 Programs and Activities (support for Harris Nature Center, festival in Haslett, senior exercise, yoga, art, painting in the park, photography)
- #7 Potential Projects (as the need for soccer fields, water-fountain, meditation pond, 5k x-country course, volleyball, outdoor theater, sledding hill).
- #12 Cultural Diversity. Comments included the suggestion to showcase the connection to indigenous people.
- #14 Disability. Comments included suggestions such as electronic wheel chair charging stations, pathway paving and improvements, adding year-round restrooms and more benches along pathways).

PUBLIC OPEN HOUSE

An open house was conducted on November 21, 2016 for public input. A summary of the comments received is listed below.

Recreation Programs and Events to be Added or Addressed

- Music program for youth
- Future planning for multi-purpose facility
- Utilize churches to get the word out
- Nature poetry with MSU haiku club
- Flash mob... various events
- Quidditch (Harry Potter)
- Nokomis 3 Sisters organic garden tour, expand on programming
- Inflatable activities at events (big water slides, etc.)
- Portable stage
- Pickleball league
- Fishing camps
- Bee keeping program
- Outdoor exercise / yoga
- Nancy Moore; more mosquito control
- Reduce rental rate / facilities for resident vs non-resident
- Policy to allow for financial hardship waivers for programs
- Support for deer management
- River camps like Ann Arbor
- Who is Chief Okemos? (history talk, interpretive signs)
- Educational programming with lake/ water monitoring
- Education work days

Suggestions for programs in general could be accommodated within existing park facilities without additional development. They tended to focus on education, passive uses with limited staff support.

Stewardship and Volunteerism Suggestions

- Monitoring of land preserve trails, downed trees, limbs, etc.
- Drop off point for trash pickup for volunteers
- Police monitor inner parts of parks and preserves
- Invasive species shadow project in Ann Arbor
- Novel uses for invasive species (Garlic mustard paper, cook off)
- Eco-tourism within the township
- Work with Audubon to promote birdwatching / tourism, use of exiting web applications
- Drones, rocket control, novel uses?
- Better trail clearing before winter for cross country skiing, promote trail use for skiing
- Integrate on-line maps for land preserve trails (what is open seasonally)
- Less division between land preserves

Increasing efforts to accommodate more people in natural areas will create a greater awareness and appreciation of our existing resources and grow interest in stewardship initiatives and volunteerism.

and parks, differentiate between management plans is ok but public does not always know the difference

- Identify land preserve access points (onsite signs as well as maps)
- Tour of land preserves to educate, point out assets, build appreciation for value

- Emphasize connections to existing destinations
- Educate about stewardship plans and ecosystems (differences between each preserve, unique and special features)
- Work with schools for outdoor classrooms
- Newsletters about accomplishments
- Conservation and education programs about endangered species, utilize resources from MSU, etc.
- Make sure volunteer time is spent productively, must show results.
- Work with corporate sponsor days (a day 'on" vs a day off) use employees for a day or an event
- Call attention to special projects on website for volunteers
- Partner with groups with similar goals (Stewardship Network, Sierra Club, etc.)
- More invasive treatments in parks (Buckthorn in Central Park)

Parks and Facilities

- Boardwalks through wet areas on park trail
- Paved trails in all parks for ADA, small loops, etc,
- Pavilion at Harris Nature Center
- Tennis court backboard needed
- Half court tennis courts
- Two full tennis courts at Hillbrook
- Dog park at Legg Park
- Food truck at Farmers' Market
- Restrooms at all parks
- Accessible canoe launch
- Maintain Towar Rec area
- Love art in the park at Wonch Park
- Dog park
- Central Park paths, trails, signage and access (develops a town center)
- Kayak landing at Lake Catherine (Historic Village Pond)
- Lighted drop-in soccer field at Central Park with turf
- Walking bridge at Inner Urban into Nancy Moore

Although the Township has 1675 acres of dedicated greenspace (798 acres of land preserves and 911.58 acres of parkland). Only 200 acres (12%) are developed. Site qualities (wetlands, floodplains, etc) limit ability to develop to meet community wants and needs.

Trail and Pathways

- Check trails for downed trees, limbs
- Guided hikes for land preserves, get people familiar with natural trails
- Signage for lands preserve trails
- Add trails in Red Cedar and Sower Woods
- Interpretive signs
- Overall park map, hard to find on website
- Clear trails in fall for cross country skiing
- Trail signs at Ted Black Woods
- Roots in Ted Black make walking / skiing difficult
- ID what trails are good for what (running, walking, birding)
- Clear phragmites on Interurban, south side near Marsh Rd
- Mow 4' each side of path
- Prune edge of vegetation back more frequently
- Identify path linkages / destinations, use MUTCD signage
- Wheelchair charging stations
- More benches on trails
- Need signals at busy street crossings

- Central Park trails, needed along Mudd Lake Drain and over bridge
- Mile markers for 5K run (coordinate more run events to make people aware of trail routes)
- Develop Central Park sooner than later, it is close to more residents
- Trail along river Eastgate to Sylvan Glenn
- Deer management

Miscellaneous Comment Sheets

- I like the beaver dam design
- Trail maintenance best ever
- Trail maintenance work smarter (lopper on mower to trim branches while mowing)
- New Farmers' Market, make at least one of the pavilions with walls and temporary heating for dances, music
- Bocce ball in small area
- Bathrooms in all parks
- Continue spring walks
- Continue deer management program
- Towner Road Park, too isolated, feeling of safety is important
- Hillbrook needs two tennis courts with a backboard (high school courts too busy)
- Lake Lansing trails not for beginners

Most comments focused on how to improve the current trail system to be more user friendly through signage, maintenance

- Maps need to be the same size to overlay
- Loss of parking at Van Atta Bridge for river users, can they be added
- Add river access points
- I like using park trails for bike riding
- Support deer management program
- Thank you for the Historic Village support
- Thank you for supporting the 50+ exercise program at Mall
- Consider priority needs in survey and put in CIP list

Farmers' Market Vendor Survey Summary

Meridian Township is in discussions with the Meridian Mall to permanently move the Farmers' Market to the outdoor location it has occasionally occupied during the 2015 and 2016 market seasons. The plan includes providing electricity, water, restrooms, trees, and picnic area. Future amenities may include a performance stage and playground all in the grassy area on the north side of the parking lot. A shelter would be constructed over a portion of the paved area. Negotiations are currently underway. Relocating the Farmers' Market was adopted by the Park Commission in the Central Park Master Plan. Numerous market vendors have commented that sales were increased when vending from the mall parking lot vs their current market location. Two major factors were considered when undertaking this proposed move: lack of adequate parking; and lack of universal accessibility. A common sense approach was utilized in garnering a public/private partnership to best accommodate this beloved community activity. Vendors were asked their opinion of this plan.

Survey Results

1. The majority of the Farmers' Market Vendors were in favor of relocating the market to the mall location. Of 44 respondents, only 8 desired to stay in the existing location.

2. In support of relocation, 20% would prefer the addition of a pavilion for Farmers' Market utilization.

STAFF INPUT SUMMARY

Staff members conducted a round-table discussion to share their observations and provided their views on facilities and program opportunities as we look toward growth in the next five years and beyond:

Observations and Recommendations:

1. Trail maintenance (trimming, pruning, etc.)
2. Additional maintenance staff (the crew we have are great but need more to accomplish demands)
3. Signage:
 - ✓ Identification, beautiful signs for all parks and preserves; pathways that are throughout the township (like East Lansing's wayfinding signs)
 - ✓ Interpretive signs or other info at all parks and preserves telling WHY the land is here, maybe a boundary map, what is interesting about the land
4. Need improved/professional maps and signage
5. Dog park(s): suggested locations include Central Park, Nancy Moore Park, Hartrick Park, Towner Road Park
6. Improved Farmers' Market Facility (better location with proper access and parking for both vendors and visitors; safer environment)
7. Promoting parks - requests for guided hikes and programs on nature and history
8. Trail maps and routes - suggestions on website for good hikes, best playgrounds for certain ages, best places for a picnic, maybe have a "best of" contest?
9. Need to diversify and increase marketing efforts; especially if people are asking for programs and activities we are already offering
10. Harris Nature Center: outdoor restroom and pavilion for program participants and casual park/trail users. It is needed not only when the Nature Center is closed, but when hosting school groups 50-75 kids at a time and during special events. A pavilion is also needed because the Center has outgrown its current space and since school come with bus loads, additional classroom/program space is needed – a pavilion would help with that greatly! The park is also becoming a destination location and could host picnics and family get-togethers.
11. Replace play equipment in parks like Ottawa Hills.
12. Focus on details at each park (little things like post covers, landscaping and flowers, painting, etc.) will make huge difference.
13. Diversity and inclusion – in facilities, programs and events.
14. Thank residents for their input; add a thank you note in the Family Fun Guide, send newsletter addressing misconceptions raised in survey.
15. Communication important:
 - keep kiosks updated
 - create a newsletter
 - fun fact Fridays on Facebook

- virtual walks/tours through parks; can use temporary signage when highlighting a trail or pathway for a couple of weeks utilizing a go-pro video
 - list of 5 things to do in the Township for specific age groups such as parents with children ages 1-5; just for seniors; just for people with dogs
 - Mobile story walk like the one in Orlando Park
16. Create uniform wayfinding signage
 17. Focus on improving amenities and self-directed amenities to increase enjoyment of parks for casual users.
 18. Include amenities that will attract new users
 19. Totally agree that additional staff is needed for parks and grounds maintenance.
 20. Need to better clarify and communicate the number of parks in our system. Many of our 29 parks are marshes, wetlands, floodways and floodplains.
 21. Move to on-line pavilion rental system
 22. Address trash dumpster/can needs and emptying schedule.
 23. Need evening and weekend maintenance from Memorial Day to Labor Day? Use seasonal or part-time staff?
 24. Excited to move forward with implementing the Central Park Master Plan
 25. Need to assist the Friends of Historic Meridian in obtaining new members
 26. Include more artwork in the parks (murals, sculptures)
 27. Create a performing arts area for plays etc.
 28. Utilizing ActiveNet, create the ability to access all the activities in the Township on a specific day or week; Robin and Darcie will work on this project
 29. Farmers' Market needs to relocate to the Meridian Mall.
 - The current location does not have sufficient parking
 - Site drainage is not good
 - Sidewalk too narrow for pedestrians
 - Play structure blocked by vendors
 - Difficult for vendors because they cannot park near their booth
 30. Maintenance:
 - ✓ Too much for Maintenance staff to do
 - ✓ Asked to do too much too fast with not enough time
 - ✓ The crew takes pride in their jobs but need additional staff
 - ✓ New lawn mowers are needed; two old ones need to be replaced asap
 - ✓ Clear back intersections of trails for user safety and easier access by plows and mowing equipment
 - ✓ Maybe hire outside firm to clean restrooms and pick up trash, even on weekends; would free up a lot of staff time
 - ✓ Appreciate summer help but the system needs attention; would like another option other than using college-aged crew
 31. Land Preservation
 - ✓ People are interested in accessing, walking and biking the trails
 - ✓ Need signage; directional and interpretative signage
 - ✓ Need off road parking
 32. North Meridian Road park needs expanded parking – currently unsafe

33. Need to improve communication and programming to promote parks and amenities:
 - ✓ Publicity
 - ✓ Communication
 - ✓ Maps with where I am and what you can find
34. Residents want:
 - ✓ pavilions and restrooms (need both for Harris Nature Center and restroom for Hillbrook)
 - ✓ River access next to restrooms
 - ✓ More family-oriented programs; suggest re-working some of the current options and gear toward families
 - ✓ Passive recreation without committed times; maybe with media direction; able to access trail system on phones; self-directed opportunities
 - ✓ Offer on-line invasive species removal workshops
 - ✓ To feel safe in the parks
 - ✓ A dog park but staff questions the amount of maintenance
35. Offer Tools for teachers; expand what staff is currently doing and start charging; create shovel ready projects to offer teachers
36. Create a senior type playground; have installed fitness equipment in Wonch; what about swings that are easier to access especially for the physically challenged
37. Suggested developing volunteer groups to walk and trim up the trails once a month; create an adopt a trail video; could ask Martha Hentz to speak; she and her family love Hartrick Park
38. Need to improve marketing presence at the Town Hall; lost the indoor kiosk but need something there to promote programs and events
39. Recreation:
 - ✓ Install a cricket ball batting cage and a game field
 - ✓ According to numbers need additional lacrosse fields and softball fields (there may be enough once Towner Road is developed)
 - ✓ Would like to see an indoor basketball court
40. Suggest listing accomplishments at front of Master Plan along with future plans
41. Try to work with railroad to create a pedestrian crossing over the railroad tracks connecting in inner-urban pathway to the Nancy Moore park trail; there is a make-shift path already being used.

Trends:

- People are interested in using parks and land preservation parcels but we need to improve:
 - ✓ Publicity
 - ✓ Signage (color coding)
 - ✓ Maps (web-based; where am I? What is here?)
 - ✓ trail system
- ✓ parking
- ✓ Connect with other locations
- Citizen science and volunteering
- River access with destination stops with restrooms
- Interpretative signs / use of native plants
- Passive recreation

- ✓ Include all natural areas of township
- ✓ Guided walks with professionals and with staff members
- ✓ Self-guided activities
- Show signs instructing park users on invasive removal in parks and preserves
 - ✓ Map invasives
 - ✓ Guided walks / workshops
 - ✓ "passive" volunteer removal
- Create more opportunities
 - ✓ Make information available for teachers on website
 - ✓ Different projects in different parks and preserves
- Promote volunteerism
 - ✓ Update wish list of projects
- Additional recreation facilities (cricket ball, gaga ball, disc golf, pickleball, etc.)
- Implement Placemaking strategies and principles when possible. Make areas interactive and fun!
- Add technology into Central Park and Wonch Park such as WiFi, charging stations at picnic tables to host study groups, outdoor business meeting etc. This is a strong point of interest for millennials

YOUTH INPUT

The following input was received from a class at Bennett Woods Elementary courtesy of Ms. Ivy Schmidt's third grade class, Okemos Schools.

Wishes -

- gaga pit
- basketball hoops
- more playground equipment
- dodgeball court (I reminded him that these are usually inside!)
- tetherball
- more trails
- small fountain (not a drinking fountain)
- zipline (!)
- parkour jumps/setup
- giant trampoline
- chess tables
- more bathrooms (they were saying they think they're so far away at Nancy Moore)
- more volleyball sites
- tornado (like the equipment at BW)
- climbing walls
- lights (holiday)
- pool
- merry go round

- oval track (or like the one at Lake Lansing for Big Wheels)

What they like -

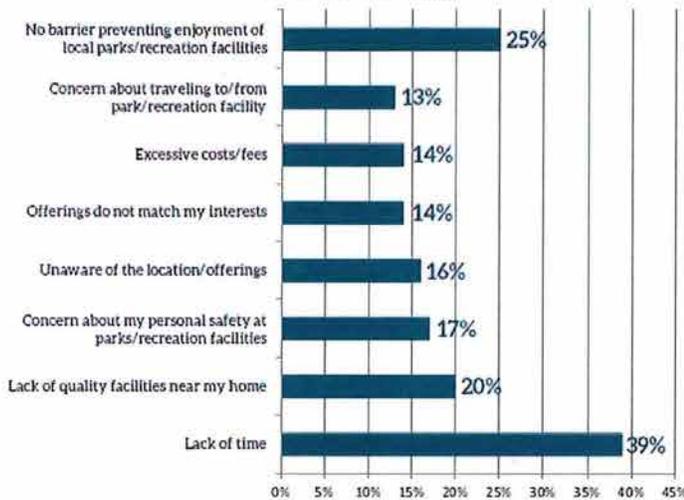
- the parks look good
- they're fun
- so many benches/tables
- fields
- they're safe
- entertainment
- swings
- many trees
- wildlife
- lots to do
- peaceful/quiet

NATIONAL TRENDS

The following information is provided from a 2016 survey conducted by the National Park and Recreation Association. It indicates national trends as a benchmark. Some interesting facts that correlate with public input from the township is the desire to be closer to nature and the social, health and wellness aspect of recreation which is present in the highly successful Farmers Market.

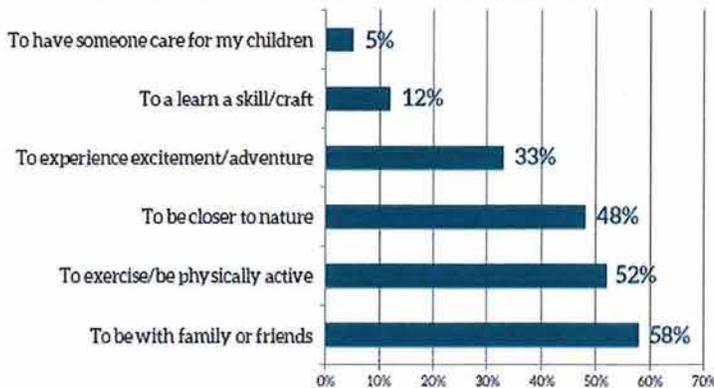
Barriers Preventing Greater Enjoyment of Local Park and Recreation Facilities

(Percent of Respondents)



Key Reasons for Visiting Park and Recreation Facilities

(Percent of Respondents Who Personally Have (or a Household Member Has) Visited Local Park/Recreation Facility in the Past Year)



ANALYSIS AND KEY FINDINGS

A staff meeting was held on November 29, 2016 to review comments received at the open house, as well as results from the online survey. Lists of trends, needs, strengths and opportunities were generated. Suggestions were made regarding revisions to current goal and objective statements proposed for the recreation plan. An additional meeting was held with ROWE on December 5, 2016 to review public input and identify how goal and objectives relate to the proposed action plan. Many comments could be applied directly into staff

Department of Parks and Recreation

NRPA AMERICANS' ENGAGEMENT WITH PARKS SURVEY

29 times a year

Number of times Americans visit their local park and recreation facilities on average

90% of Americans agree

that parks and recreation are important local government services (comparable to police/fire, schools, transportation)

75% of Americans

support increased local government spending for park and recreation agencies

70% of Americans

say they are more likely to vote for local politicians who make park and recreation funding a priority

3 in 4 Americans agree

that Conservation, Health and Wellness, and Social Equity represent what they see as the priorities for their local park and recreation agency

operations and planning. Based on the broad overview of public input, ROWE Professional Services offers the following observations and recommendations to be addressed in the Goals, Objectives and Action Plan:

1. The township's most popular parks have been consistent for the past 10 years (Central Park and Harris Nature Center). The proximity to parks and amenities in parks had a high approval rating. There was not a significant park project identified in question 7 of the survey that would require additional property other than gaining control for trail extensions. These indicators suggest there is **low priority for acquiring additional park property** at this time. Efforts should focus on **improving** existing facilities that handle the most use, such as **Central Park**.
2. Based on satisfaction levels in question 10 of the survey, **additional investigation** should be made as to what improvements can be made **regarding accessibility** in parks,
3. Other needs, identified in the written comments, included **additional parking, wayfinding signage and more and/or cleaner restrooms.**
4. 58% of survey respondents supported **moving the Farmers Market** from its current location. Only 65% say that current market meets their needs. In a survey sent to the Farmers' Market vendors, 82% of vendors support a move to the Meridian Mall.
5. Although park maintenance is rated well in the survey overall, the need for clean restrooms is listed repeatedly in comments and this area received the lowest satisfaction level in survey question 2. Other write-in comments listed the need for trail improvements and directional signage. Staff comments rate the need for additional staffing for maintenance as a priority. Additional facilities such as the Towner Park sports complex will **require additional maintenance and raise the need for additional staff support**. Future improvements should factor in associated maintenance needs.
6. One observation that was revealed was the popularity of park usage during lunchtime. This, coupled with the high ratings for the Farmers Market, would suggest that **additional investigations should explore how to maximize opportunities at other park locations for lunchtime users**. For example, are there additional improvements needed to support this use (more picnic tables), should programs be focused at this time of day, or is there partnering opportunities with local food vendors at local parks.
7. 88% of the respondents enjoy walking and hiking. Since the township is looking for ways to **engage volunteers, use of walking activities** along trails may provide an opportunity to target efforts in recruiting.
8. The **Family Fun Guide and website** are strong resources for communicating to Meridian Township residents and **should be maintained**. A **communication plan** that identifies how the township can utilize its existing database, email lists, frequency and other methods throughout the year may be useful in securing additional volunteerism.

9. The paddle sport (kayak, stand-up boards) industry is a growing national trend. Creating more river access areas is the most popular potential park project in survey question 7. The township should investigate **how to improve access and awareness of the Red Cedar Water Trail.**

The top ten potential park projects include:

- i. River access
 - ii. Restrooms
 - iii. New Farmers' Market
 - iv. Ice rink
 - v. Dog park
 - vi. Paved trails
 - vii. Splash pad
 - viii. Trail signage
 - ix. Neighborhood parks
 - x. Playgrounds
10. There was a specific intent to identify diversity needs within the community; at this point 80% of the non-white respondents indicated **parks and programs adequately address the community's cultural diversity.** There were no specific requests for additional facilities or programs to meet the needs of special populations. Engagement with diverse community members should continue to be a goal of future park department communication efforts.
 11. The community values the open space it has preserved. In the National Citizen Survey, 40% of the survey respondents rated this as essential. The quality of the natural environment was also rated high, above the national average.
 12. Adding more amenities for teenagers and young adults was a frequent theme in the survey comments. Increasing technology in the urban parks such as adding Wi-Fi and study tables with charging stations should address this need.

INPUT FROM PARK COMMISSION

The Park Commission reviewed the public input summary in December, 2017 and provided additional comment and direction for the development of Goals, Objectives and Action Plan development.

C. Citizen Survey Report

In 2015, The National Citizen Survey (NCS) and the National Research Center, Inc. (NRC) and the International City/County Management Association (ICMA) conducted a citizen survey in Meridian Township. The NCS was developed by

NRC to provide a statistically valid survey of resident opinions about community services provided by local government. The survey results are intended to be used by staff, elected officials and other stakeholders for community planning and resource allocation, program improvement and policy making.

The NCS focuses on a series of community characteristics and local government services, as well as issues of public trust. Resident behaviors related to civic engagement in the community also were measured in the survey.

Most residents experience a good quality of life in Meridian Township and believe the Township is a good place to live. The overall quality of life in Meridian Township was rated as “excellent” or “good” by 88% of respondents. A majority report they plan on staying in Meridian Township for the next five years.

Recreational opportunities in Meridian Township were rated somewhat positively as were services related to parks and recreation. Township parks and recreation programs or classes were rated higher than the benchmark. Parks and recreation ratings have stayed constant over time. Resident use of Meridian Township parks and recreation facilities tells its own story about the attractiveness and accessibility of those services. Recreation program use in Meridian Township was higher than use in comparison jurisdictions. There were more than 100 jurisdictions included in the benchmark comparison. For additional information on the 2015 Citizen Survey, please refer to the township website www.meridian.mi.us. See Appendix G.

D. Meridian Township Master Plan

Meridian Township planning staff is currently updating the information for the Planning Commission initiated Master Plan review. The Five Year Parks and Recreation Master Plan when completed will be adopted into the Township Master Plan. The Master Plan can be viewed by visiting www.meridian.mi.us.

E. Meridian Township Board Goals and Ends Statements

Each year the Township Board reviews its goals and ends statements which provide guidance and direction to township operations, philosophy and budget. Many of the board's goals are related to parks, environment and recreation. This document is provided in Appendix H, together with action staff is taking to meet the board's goals in 2017. The goals and end statements can be viewed by visiting www.meridian.mi.us.

F. Meridian Township Bicycle/Pedestrian Pathway Master Plan

The Bicycle/Pedestrian Pathway Master Plan was developed in 1974 in an effort to create non-motorized transportation links throughout the township. The plan indicates seven-foot wide paths and expanded shoulders on the roadway that serve as bicycle lanes. The pathways are supported by a millage that has been renewed several times since 1974 (0.3333 mills renewed in 2016 through 2028), and provides funds to develop and maintain pathways. Over 71-miles of paved pathway have been developed to date. The bicycle/pedestrian pathway master plan may be viewed at www.meridian.mi.us.

See Appendix B.III

G. Public Meeting Notices

1. Community Survey

An on-line community survey was conducted from November 17, 2016 to December 5, 2016 to obtain information regarding the likes and recommendations for improving parks and recreation services and facilities in Meridian Township. Postcards were mailed to approximately 22,000 residences, post office boxes and businesses inviting total community participation. An email was sent to 16,000 contacts to encourage public participation as well as advertising through social media and press releases. People were given the option of completing the survey on-line or requesting a hardcopy in the mail. A total of 1,149 surveys were completed.

2. Community Input Meeting

A public input meeting / workshop / open house was conducted for residents to voice their opinions and recommendations with the Park Commission and staff. The meeting was held on November 21, 2016 with a total of 35 participants. The meeting was advertised with a postcard mailing and notices in the local East Lansing/Meridian Towne Courier newspaper.

3. Notice of Availability of the Plan for Public Review

(See Appendix J).

4. Notice for Public Hearing and Plan Adoption

To be completed. (See Appendix K).

The Meridian Township parks, recreation and open space system exists to serve the needs and desires of the residents of the Township and the Meridian community by providing a full spectrum of recreational opportunities, while enhancing the visual quality of neighborhoods and the Township as a whole. Historically, Meridian Township's parks, recreation and open space system has been looked upon as one of the most important elements in the quality of life for Meridian Township residents.

The Park and Recreation system-wide goals have not changed that significantly from the previous plan. This is because after gathering the public input, staff recognized that even though some issues have changed, the overriding goals and objectives are still relevant and respond to the desires and concerns of residents today.

VII. GOALS AND OBJECTIVES

A. GUIDING PRINCIPLES AND PHILOSOPHIES

1. Provide accessible facilities and leisure opportunities for all persons regardless of their physical and socio-economic characteristics.
2. Efficiently employ Township resources, in concert with other public, private and volunteer resources, to provide a wide range of recreation and leisure opportunities and avoid duplication of services where unnecessary.
3. Actively seek the most appropriate acquisition and uses of community open space and natural features to meet the community's needs for active, structured recreation, as well as passive enjoyment of the outdoors.
4. Plan for the continued availability of financial, physical and personnel resources to support the parks and recreation system.

B. GOALS AND OBJECTIVES

1. **Accessibility**
 - a. Increased multi-use trails in parks and natural areas.
 - b. Improved trail maintenance and trail signage.
 - c. Improve amenities for universal access in all park facilities.
 - d. More year-round restrooms in parks.
 - e. More benches along trails and pathways.
 - f. Improve connectivity between parks.
2. **Safety**
 - a. Crime prevention through environmental design.
 - b. Safety through improved maintenance.
 - c. Safety through increased park usage.
3. **Environmental Sustainability**

- a. An emphasis on environmental sustainability (new buildings and renovations) – Energy saving opportunities.
- b. Improved non-motorized transportation connections between parks.

4. Financial Stewardship

- a. Increase partnerships and collaborative opportunities.
- b. Seek additional grant support.
- c. Seek additional seasonal staff for maintenance support.
- d. Seek sponsorships and donations.
- e. Continue to encourage and utilize volunteerism.

5. Environmental Stewardship

- a. Monitor and remove invasive species, encourage native plantings and educate the public about ecosystem health.
- b. Work cooperatively with the Land Preservation Advisory Board and Environmental Commission in stewardship planning and implementation.
- c. Monitor and respond to early signs of erosion, disease, and facility deterioration.
- d. Identify and protect rare and sensitive species in the parks where feasible.

6. Education

- a. Utilize recreation as a vehicle to educate and instill positive personal attributes such as ethics, values, citizenship, sportsmanship and leadership.
- b. Expand the educational outreach of the Harris Nature Center by adding interpretive signage at the entrance and along trails of our natural areas to facilitate self-directed and self-paced nature study.
- c. Expand and encourage additional educational outreach of the Meridian Historical Village and Nokomis Learning Center by adding educational/interpretive signage to the grounds surrounding the buildings to facilitate self-directed and self-paced cultural education.

- d. Improve awareness regarding the qualities, benefits and diversity of the park system.
- e. Expand Harris Nature Center environmental programs and outreach throughout the entire park system.

7. Recreation and Events

- a. Encourage and expand the use of parks for exercise and stress relief regimens for all ages and abilities.
- b. Expand and seek opportunities for collaborations, partnerships and shared services.
- c. Seek grants and sponsorships to support recreation services and events.
- d. Provide healthy outlets for teens and adolescents.
- e. Provide programs and services during a variety of days and times to reach the greatest number of participants.
- f. Provide activities that focus on health, wellness and physical fitness and positive youth development.
- g. Provide recreational activities and programs to meet the diverse needs of the community.

8. Parks and Facilities

- a. Support Farmers' Market, Snell Towar Recreation Center, and Harris Nature Center operations and facility improvements.
- b. Provide diverse amenities in the park system to accommodate citizens' interests and needs.
- c. Provide information and facilities that will encourage self-directed recreation.
- d. Focus capital investment on existing facility renovation and improvement.

9. Volunteerism and Community Engagement

- a. Identify volunteer commitment level (short term vs long term) and create projects to address these groups
- b. Communicate with various methods to maximize amount of volunteer engagement

- c. Encourage passive volunteer efforts by providing information on projects and empowering volunteer leaders (self-directed stewardship)

10. Communication

- a. Maintain production of Family Fun Guide as an effective communication tool.
- b. Develop a marketing plan to be more efficient and effective with various methods of communication.

VIII. Action Program

This section highlights a series of recommended actions that resulted from the process of preparing this Master Plan. The recommended actions are intended to guide the Park Commission and staff when making decisions regarding the priorities for the park and recreation needs of Meridian Township residents, businesses, and visitors for the next five years and beyond.

The action program was developed based upon input gathered from the community survey, public input meetings, township-wide planning efforts, demographic data, land use trends and efforts of adjacent communities. The Capital Improvement Program (CIP), developed by the Park Commission and staff for future park projects, outlines future development projects and their associated costs (Appendix D). Many of the top park or facility additions identified through the process are in alignment with proposed park improvement projects in the CIP.

It is the responsibility of the Department of Parks and Recreation to provide services and programs that meet the needs of residents. The Department must be alert to the population and demographic trends in the Township and adjust accordingly. Meridian Township not only has to be aware of the aging population trend, the large population of college aged residents, but also the active children and families in the community.

It has been demonstrated that the provision of restrooms, multi-purpose trails, open space, greenways, improved Farmers' Market facility, indoor basketball facilities, and athletic fields are important to the residents. The Department must continue to set common goals and form partnerships with other departments and community organizations in order to enhance the quality of life of all residents, businesses, and visitors.

The recommendations and actions are summarized below:

A. Capital Improvement Program

To meet the recommendations and actions, the Park Commission and the Department of Parks and Recreation have identified a series of capital projects for the next six years. These projects will address the needs identified in this Master Plan and are reviewed every year. Additional public input is obtained prior to final planning of each project. Appendix D summarizes the capital projects that are detailed in the 2017-2022 Meridian Township Six Year Capital Improvement Program (CIP). To keep connected to the most recent CIP Plan, visit www.meridian.mi.us.

3. Parks and Facilities Improvement and Maintenance

a. Central Park

The Farmers' Market is located in Central Park, which is also home to some of our most popular athletic fields, paved and unpaved trails, Nokomis Learning Center, and the Meridian Historical Village. Central Park has been called the "Heart of Meridian" and is well-loved and well-used by many residents. In order to continue to meet the recreational needs of the residents, a master plan will be developed to evaluate opportunities for:

- Universal accessibility
- Greater use of water features
- Multi-use trails
- Farmers' Market relocation
- Splash pad
- Restroom building
- Pavilion
- Bridge into Village
- Covered basketball, ice rink, and parking
- Sculpture garden
- Overlook shelter
- Playground
- Outdoor interpretation in the Historical Village and around Nokomis.
- Doggie Playground
- Other outdoor recreation facilities

b. Towner Road Park

A strong need for athletic fields in the northern portion of our community has been identified for a number of years in the Parks and Recreation Master Plan and is supported by the large number of youth participating in sports programs. Plans include:

- Athletic fields for soccer, lacrosse, football, and baseball
- Pavilion and restroom
- Play equipment
- Accessible loop trail
- Interpretive signage
- Parking lot
- Pickleball

c. Legg Park

Plans are being created for the continued development of Meridian Riverfront Park, Legg entrance, 3891 Van Atta Road, Okemos, by designing and implementing a master plan for amenities including:

- Dog park
- Pavilion
- Driveway improvements
- Universally accessible trails

- Trail improvements
- Habitat improvements
- Footbridge replacement

d. Harris Nature Center

Enhance the Harris Nature Center by adding indoor and outdoor universally accessible activity space and amenities to meet growing demand, including:

- Pavilion
- Outdoor restroom building
- Natural playground
- River access/launch
- Outdoor interpretive signage and displays

e. North Meridian Road Park

Improvement plans include:

- Expanded parking
- Trail improvements and signage
- Shade structures
- Landscaping

f. Wonch Park Improvements

Wonch Park is located on Okemos Road and the Red Cedar River within the Okemos DDA District. Implement the Master Plan which includes:

- Stream bank stabilization improvements
- Fishing dock/canoe launch
- New restroom facility
- Landscaping
- Connector trail to downtown Okemos
- WiFi connection

h. Hillbrook Park

Future plans include:

- Restroom building
- Trail improvements and signage

i. Marshall Park

Plans include:

- Accessible loop trail
- New Playground Equipment
- Landscaping

j. Meridian Riverfront Park

Meridian Riverfront Park extends along the Red Cedar River for approximately 2.5 miles. Plans include:

- Universally accessible river trail including boardwalk and/or hard surfaces and bridges
- Trail and interpretive signage.

k. Nancy Moore Park

Future plans for Nancy Moore include:

- Addition of a second pavilion
- Accessible playground
- Paved loop trail
- Parking improvements

l. Newton Road Park

Future plans for Newton Road Park include:

- Playground
- Loop path around perimeter

m. Ottawa Hills Park

Future plans include:

- Playground
- Loop path around perimeter

n. Eastgate Park

Future plans for include:

- Pave parking lot

o. Farmers Market Building Relocation

Visiting the Farmers' Market is a very popular activity for residents. For the past forty-three years the market has been held at the pavilion in Central Park near the Town Hall. However, the successful market has outgrown the facility and should be relocated to an area that offers more parking and a larger pavilion for the vendors. Plans have been developed to relocate the Farmers' Market to the Meridian Mall, which lies just south of Central Park. This public/private partnership will utilize existing infrastructure as well as attract new visitors to the mall.

4. Additional Considerations

a. Trails/Pathways

A popular item identified during the public input process was the continued development of multi-purpose trails or pathways in existing parks and pathways that link the parks together. This will provide non-motorized access to parks and recreation facilities to satisfy the needs of pedestrians, bicyclists and joggers, and to facilitate use of natural areas, including the Meridian Riverfront Park. Walking, hiking, and bicycling were identified as some of the most popular leisure activities in the community survey and during other public meetings. Enhancing the trails would also serve

persons with disabilities and bicycle commuters by providing much improved access through the parks. Also a priority is improved trail maintenance, better trail signage and more benches. The Township's non-motorized bicycle/pathway plan typically constructs paths alongside roadways, but there are many opportunities to extend these pathways into the park system to create a large network of trails.

b. Watertrail/River/Fishing Access:

Residents identified the need for safe, clear river access for canoe and kayak navigation. The Watertrail in the Appendix plan identifies opportunities for access sites and signage that will provide a safe and enjoyable paddling experience.

b. Sports Fields and Facilities:

There is a need to upgrade some of the existing sports facilities to ensure the safety and enjoyment of participants and spectators. Facilities should be developed or upgraded to provide a variety of active and passive recreation opportunities. It is also very important for the Parks and Recreation Department to recognize trends and to respond to our residents. Pickleball has recently become very popular and the plan is to develop four courts at Towner Road Park.

d. Land Acquisition and Easement Agreements:

The long-term potential of the Red Cedar River corridor has yet to be realized. Future land acquisitions and easement agreements should be pursued with the goal of eventually providing a pedestrian/bicycle trail system that links the Harris Nature Center to the Bicycle/Pedestrian trail system in Meridian Township. It would also serve as a major attraction for new residents and tourists.

In order to maximize the potential benefits of open space and natural areas, it is necessary that there is increased coordination of efforts between the Land Preservation Advisory Board and the Park Commission. It is important that new developments in Meridian Township also be encouraged to incorporate parks and recreation amenities that complement the efforts of the Department and Park Commission. The benefits of these collaborations will enhance the potential for recreation, conservation and stewardship.

B. Programs and Services

Based on the community survey, respondents were very satisfied with the programs and services being provided by the Department of Parks and Recreation. It is clear that residents value the potential benefits of leisure/free time activities, especially those related to wellness.

The results indicated that residents were appreciative of the Farmers' Market and the other special events/festivals offered by the Department. They also suggested that additional special events and festivals are needed that focus on local culture and history. Focus strategies for the next five years includes:

- Increase activities for families
- Increase activities for toddler and preschoolers during evening and weekends
- Additional programs that serve adolescents and teenagers.
- Because older adults are working longer, offer opportunities for active recreation for them in the evenings and on weekends.
- Foster greater cooperation and collaboration with schools, surrounding governmental units and business.
- Provide additional special events, also events during the week at lunchtime

C. Communication

Effectively reaching our community and keeping them informed is a primary goal and need to be successful.

- Creatively promote all the parks in the park system.
- Meet with park neighbors to discuss stewardship and to identify future development opportunities.
- Continue to publish and distribute the "Family Fun Guide" to all residents in the community annually.
- Continue to utilize the website, Facebook and Twitter to promote programs and activities.
- Continue to utilize HOM-TV to promote parks and recreation programs throughout the community.
- Continue to operate quality programs to take advantage of the least expensive form of promotion – word of mouth.

D. Funding Sources

Various grant opportunities and programs exist that are useful in leveraging funding for projects and property acquisition. A summary of some of the common funding resources for recreation in the state of Michigan include:

- **Michigan Natural Resource Trust Fund (MNRTF)** – Provides funding assistance for the purchase of land (or interest in land) for recreation or protection of land because of its environmental importance or scenic beauty, and the development of

recreation facilities. This assistance is directed at creating and improving outdoor recreational opportunities and providing protection to valuable natural resources. The improvement grants are between \$15,000 and \$300,000 with a required minimum local match of 25%. Acquisition grants vary depending upon the value of property and local match amount; therefore there is not a minimum or maximum amount. This grant is ideal for implementing community park plans and for land acquisition in the future. Applications are due in April and September of each year for acquisition projects and April of each year for development projects.

- **Michigan Recreation Passport** – Provides capital improvement plans and development projects in communities throughout Michigan. Projects must be in public recreation use for the life of the project rather than perpetuity. Indoor recreation facilities and existing park locations are eligible for the grant. The primary focus is on improving and renovating existing parks. The application deadline is April 1st, with a November grant award announcement. Duration of the grant usually run 3 years. Minimum grant request must be \$7,500 with a maximum request of \$75,000 starting in 2017; there is a 25% match by the local municipality or organization. The 25% match can either be cash/credit (for locally assumed costs including labor and equipment) donations of goods and services from non-government entities, cash donations from non-governmental entities or repurposed land.
- **Aquatic Habitat Grant Program** – The Aquatic Habitat Grant Program (AHCP) began in October 2013 and will operate each year that funding is available. A total of approximately \$1,250,000 will be available for the second round of 2014 grand funding from the Game and Fish Protection Fund. The AHCP's purpose is to improve fish and other aquatic organism's populations by protecting intact and rehabilitating degraded aquatic habitat. Grant applications are due in November with award information available in April.
- **Land and Water Conservation Fund (LWCF)** – LWCF provides funding assistance for communities to acquire and develop land for outdoor recreation. The minimum award is \$15,000 and the maximum of \$500,000 with a 50% local match. The eligibility criterion emphasizes preservation of natural resources such as waterways. This grant is ideal for implementing community park plans for land acquisition in the future.
- **Transportation Alternatives Program (TAP)** – TAP is a competitive grant program that funds projects such as non-motorized paths, streetscapes and historic preservation of transportation facilities that enhance Michigan's intermodal transportation system and provide safe alternative transportation options. These investments support place-based economic development by offering transportation choices, promoting walkability and improving the quality of life. The program uses federal transportation funds designed by Congress for these types of activities. TAP grant funding requires matching funds of at least 20 percent of the eligible project cost.

- **Public-Private or Public-Public Partnerships** – Reduced funding at the public and private sector has created a need for various partnerships between public and private entities as well as between two or more public entities, to accommodate specialized large-scale recreation demands.
- **Donations** – Businesses, corporations, private clubs, community organizations and individuals will often contribute to recreation and other improvement programs to benefits the communities in which they are located. Private sector contributions may be in the form of monetary contributions, the donation of land, the provision of volunteer services, or the contribution of equipment or facilities.
- **Private Foundations** - There are various foundations and grant sources with specific criteria. Many can be identified through community foundations and other listings.

Conclusion:

Meridian Township has been successful using a blend of various funding sources to leverage available resources. Each future project should be evaluated against the scope of each project and the limitations and conditions that some grant sources attach.

IX. Quality of Life Initiatives

Meridian Township is constantly promoting quality of life initiatives in the community. Some of these measures include:

- **“Complete Streets” Ordinance** - Meridian Township adopted in 2011.
- **“Potential Conservation Assessment”** project - Tri-County Regional Planning .
- **“Greening Mid-Michigan Plan”** - Participated in development with Tri-County Regional Planning in regional vision for green infrastructure.
- **“Meridian Township Greenspace Plan”** - adopted in 2004.
- **Meridian Township “Land Preservation Program”** - Millage to acquire and manage fragile lands in the community since 2000.
- **“Ingham County Trail Plan”**- Active participation with the Meridian Township portion in conjunction with Ingham County.
- **Meridian Township “Bicycle/Pedestrian Pathway Millage”** - Has developed almost eighty miles of pathway in the community.
- **“Promoting Active Communities” Award Program** - Sponsored by the Governor’s Council on Physical Fitness, Health and Sports (5-time award winner).

X. Acknowledgements and Final Comments

The public input for this Master Plan proved invaluable. The information from the input meetings and individual comments (i.e., email, phone, and in-person) were used by the Department of Parks and Recreation and Park Commission. The public input identified residents' strong desire for high quality parks and recreation and the connection to higher quality of life. It also validated the Township's, Department's, and the Park Commission's commitment to continuously improve parks and recreation in Meridian Township. It is also clear that these improvements have resulted in increased expectations for parks, facilities, and programs.

In addition to meeting the requirements for the MDNR, it is hoped that this Plan will result in additional public input to accomplish the recommendations and actions presented in this report. Over the next five years, it is hoped that this Plan will result in additional amenities in existing parks and expansion of existing programs to meet the needs of all Meridian Township residents. The Park Commission will continue to encourage and work cooperatively with developers to site neighborhood parks in their developments.

The Department's effort to increase collaboration has resulted in stronger relationships with many community-based organizations (e.g., neighborhood and sport), schools, businesses, neighboring communities, and non-profits. These efforts should continue in order to ensure that residents and visitors are aware of all of the recreation opportunities in the Township. This report will be shared with these groups to discuss strategies to increase overall recreation participation and enhance the many potential benefits.

In conclusion, this Plan represents the efforts and input of many individuals. It is hoped that it will result in more dialogue with residents and community leaders to assist Meridian Township Department of Parks and Recreation to meet its mission:

To enhance the quality of life for Township residents and visitors by providing diverse park facilities and recreation opportunities where participants are able to learn and play; create and imagine, and be safe and secure utilizing qualified, professional staff and volunteers emphasizing community interaction.

MERIDIAN TOWNSHIP

12. G

TO: Township Board

FROM:


LuAnn Maisner
Director of Parks and Recreation

DATE: February 15, 2017

RE: Towner Road Park Project – Bid Award

The Meridian Township Park Commission first acquired 23-acres of property located at 4235 Towner Road, Haslett (formerly the Applegate Driving Range) in 2005 for the purpose of developing a sports park in the northern portion of the community. Numerous planning and design meetings have occurred over the years waiting for funding to fall into place.

The project includes open space for football, soccer and lacrosse, two ball diamonds, restroom building, paved loop trail, pavilion and parking lot. The project was put to bid in early January. A pre-bid meeting was held on January 9 with thirty contractors and sub-contractors in attendance. A total of five qualified proposals were received by the January 30, 2017 deadline. The bid results were as follows:

1. **Laux Construction \$1,714,426.00**
2. Woodhull Construction \$1,868,000.00
3. Moore Trosper \$1,930,300.00
4. Central Excavating \$1,972,820.00
5. ET Mackenzie Co. \$1,997,300.00

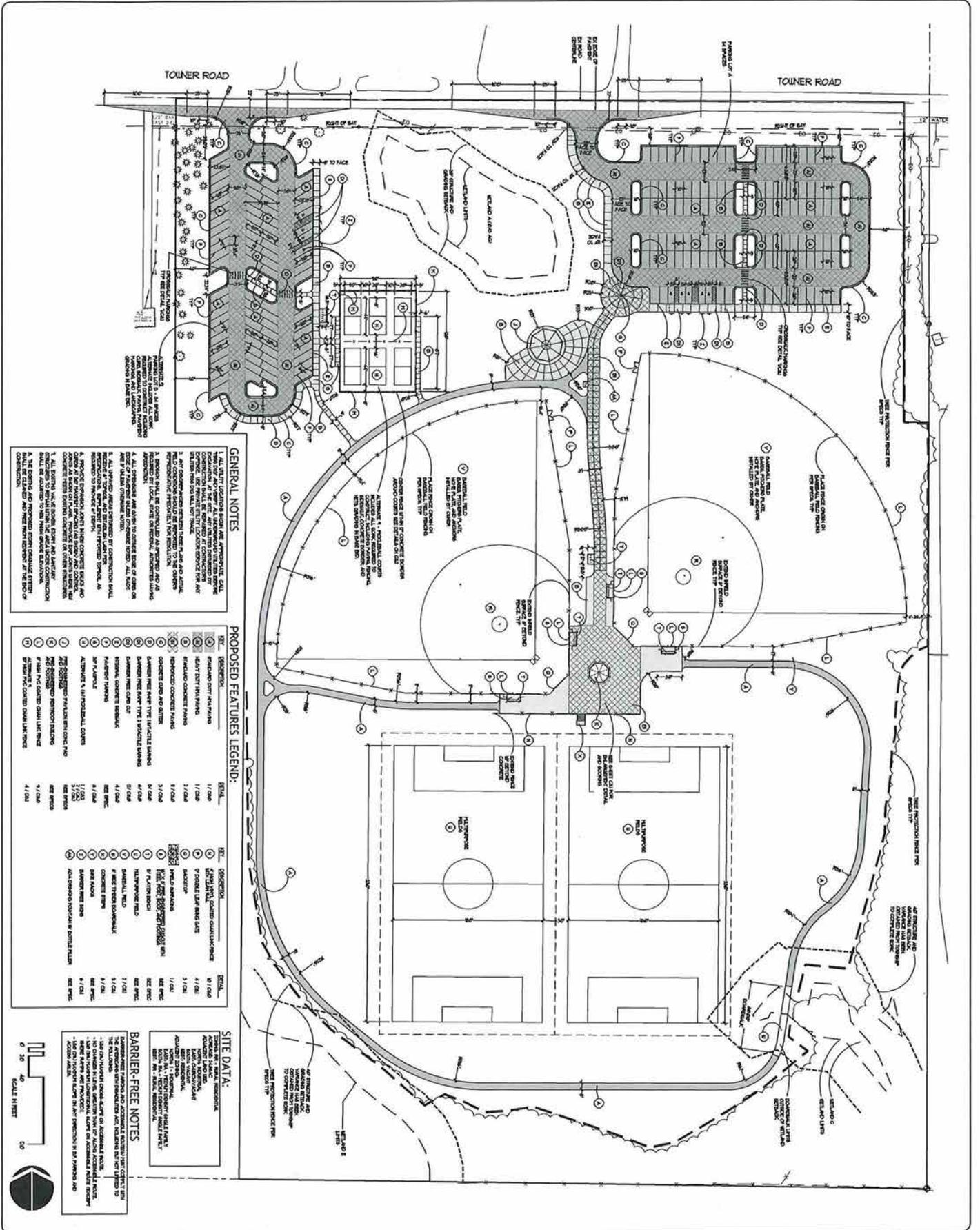
Our consultant, VIRIDIS Design Group has evaluated the proposals and conducted a post bid interview with the low bidder, Laux Construction. In addition, the consultant reviewed the bid alternates and feel that the alternate prices were reasonable should the Township wish to incorporate the alternate items. Our recommendation is to include Alternate #1 in the bid recommendation but to postpone the construction of Alternate #2 at this time. The Park Commission unanimously voted to support this action.

ALTERNATE #1 – Six Pickleball Courts and Adjacent Concrete Pathways - \$107,300

ALTERNATE #2 – Parking Lot B (westernmost parking lot) - \$218,900

Motion for Township Board Consideration:

MOVE TO APPROVE THE BASE BID FROM LAUX CONSTRUCTION IN THE AMOUNT OF \$1,714,426.00 FOR THE PURPOSE OF CONSTRUCTING TOWNER ROAD PARK, WHICH INCLUDES ATHLETIC FIELDS, BALL DIAMONDS, PARKING, A RESTROOM BUILDING, PAVILION, LOOP PATHWAY, SIDEWALKS, UTILITIES, DRINKING FOUNTAIN, AND LANDSCAPING; AND TO APPROVE BID ALTERNATE #1 IN THE AMOUNT OF \$107,300.00 FOR THE PURPOSE OF CONSTRUCTING SIX PICKLEBALL COURTS, AND TO UTILIZE PARK MILLAGE FUNDS FOR THE TOTAL PROJECT COST IN THE AMOUNT OF \$1,821,726.



GENERAL NOTES:

1. ALL UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CALL EXISTING UTILITIES AT THE SITE AND UTILITIES COMPANY TO DETERMINE THE EXACT LOCATION OF UTILITIES. THE LOCATION OF UTILITIES SHALL BE SHOWN ON THE FINAL CONSTRUCTION DRAWINGS.
2. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, LATEST EDITION.
3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, LATEST EDITION.
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PROPOSED FEATURES LEGEND:

| SYMBOL | DESCRIPTION | DETAIL |
|--------|----------------------------|-----------|
| (1) | ASPHALT DRIVE WITH PAVING | 1/1 (S&P) |
| (2) | GRAVEL DRIVE WITH PAVING | 1/1 (S&P) |
| (3) | CONCRETE DRIVE WITH PAVING | 1/1 (S&P) |
| (4) | CONCRETE DRIVE WITH PAVING | 1/1 (S&P) |
| (5) | CONCRETE DRIVE WITH PAVING | 1/1 (S&P) |
| (6) | CONCRETE DRIVE WITH PAVING | 1/1 (S&P) |
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| (20) | CONCRETE DRIVE WITH PAVING | 1/1 (S&P) |

SITE DATA:

PROJECT NO. 2023-001
 DATE: 12/15/23
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 APPROVED BY: [Name]

BARRIER-FREE NOTES:

1. ALL NEW CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, LATEST EDITION.

2. ALL NEW CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, LATEST EDITION.

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C3.0

Sheet

| Revised For | Date |
|-------------|----------|
| AS-BUILT | 03/27/24 |
| REVISIONS | 12/15/23 |

OVERALL LAYOUT PLAN

TOWNER ROAD PARK
 CHARTER TOWNSHIP OF MERIDIAN
 2055 TOWNER RD. HASLETT, MICHIGAN 48840

VIRIDIS
 Design Group

39 North Birch Street, Kalamazoo, Michigan 49007
 (269) 336-0000 • (269) 336-0001
 www.viridis.com

Kingscott
 KALAMAZOO SOUTHFIELD CHELSEA

229 East Michigan Ave., Suite 315
 Kalamazoo, MI 49001
 P: 269.331.4300 F: 269.331.9115
 WWW.KINGSCOTT.COM



MEMORANDUM

TO: Township Board

FROM: 
Mark Kieselbach
Director of Community Planning and Development


Gail Oranchak, AICP

DATE: February 15, 2017

RE: Master Plan Distribution

Upon transmitting the draft Master Plan to the Township Board for review and comment, the Planning Commission requested the Board authorize distribution of the Plan for the required 63-day review period to facilitate the timely completion of the approval process. Distribution is the first step toward adoption as prescribed by the Michigan Planning Enabling Act, Public Act 33 of 2008.

Move to authorize distribution of the draft Master Plan by the Secretary of the Planning Commission as prescribed by the Michigan Planning Enabling Act, Public Act 33 of 2008, as amended.

MEMORANDUM

TO: Township Board

FROM: 
Peter Menser
Senior Planner

DATE: February 14, 2017

RE: Brownfield Redevelopment Authority (BRA)

The Township Board last discussed the establishment of a Brownfield Redevelopment Authority (BRA) at its meeting on January 3, 2017. At the meeting Janet Michaluk, a brownfield coordinator with the Michigan Department of Environmental Quality (MDEQ), provided a brief presentation on the basics of a BRA and staff described the procedural steps required to establish a BRA in Meridian Township.

As requested by the Township Board, staff set up an internal meeting on January 19, 2017 between the Township Manager, Township Treasurer and staff, Finance Director, Planning Department staff, and Ms. Michaluk from the MDEQ to discuss in detail the administrative logistics of a BRA. The meeting provided clarification regarding the responsibilities and duties of each department involved with managing a potential future BRA.

The following is a review of the process required to establish a BRA in Meridian Township:

- The Township Board must first adopt a resolution of intent to establish a BRA. The resolution sets a date for a public hearing at which the adoption of the BRA will be discussed. A legal notice must be published announcing the day and time of the public hearing.
- The Township Board holds the public hearing on the BRA on the date stated on the resolution of intent.
- If the Township Board intends to adopt a resolution establishing a BRA it must do so within 30 calendar days of the public hearing. The resolution may be adopted at the same meeting as the public hearing if desired.
- The resolution must to be filed with the State of Michigan (Department of State, Office of the Great Seal) promptly after adoption.

The Township Board may choose to designate the Economic Development Corporation (EDC) Board or Downtown Development Authority (DDA) Board to serve as the BRA or the Township Supervisor can appoint a new board consisting of five (5) to nine (9) members, subject to approval by the Township Board. The State Act does not require residency in the Township to serve on the BRA. After appointment, the BRA can elect officers, adopt bylaws, and establish a meeting schedule, along with other organizational matters.

Township Board (February 21, 2017)
Brownfield Redevelopment Authority (BRA)
Page 2

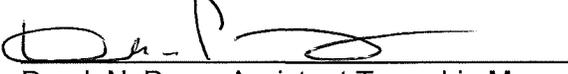
If the Township Board chooses to proceed with a BRA, a potential schedule could be as follows:

- March 7, 2017: Consider and potentially adopt resolution of intent to establish BRA
- April 4, 2017: Hold public hearing
- April 18, 2017: Adopt resolution establishing a BRA
- May 2, 2017: Deadline to adopt resolution establishing a BRA (30 day time limit expires May 4, 2017)

Janet Michaluk from the MDEQ will attend the meeting on February 21, 2017 to answer any questions the Township Board may have as it considers establishing a BRA.

MEMORANDUM

TO: Township Board

FROM: 
Derek N. Perry, Assistant Township Manager
Director of Public Works & Engineering

DATE: February 16, 2017

RE: **Flowage Easement Approval**

As part of the Sierra Ridge Estates No. 3 development, the Ingham County Drain Commissioner (ICDC) is requiring the developer, Jerry Fedewa, to get a flowage easement from the Township to provide formal access rights to maintain the Costigan County Drain that exists on the Forest Grove Land Preserve. In addition to providing maintenance access from Newton Road to the Costigan Drain, the easement would also recognize the overland stormwater flow that exists.

The current stormwater from the Sierra Ridge property flows under Newton Road via a culvert and then drains overland on the Forest Grove Land Preservation (Township) property for approximately 125 feet until it reaches the existing Costigan County Drain. The proposed easement is located in the area between where it leaves the culvert on the west side of the road and the Costigan Drain, which is located within the Forest Grove Land Preserve (page 4 of DRAFT easement agreement).

This overland drainage has historically occurred, but with the development and associated land use changes both the Land Preservation Advisory Board (LPAB) and Township staff desired to review the easement request carefully to insure the Land Preservation property is not negatively impacted.

As noted in the attached memorandum dated February 9, 2017, the LPAB met and discussed the request. The developer and a representative from the Ingham County Drain Commissioner's office attended. In an effort to mitigate any potential pollutants generated by the new residential lots, the LPAB requested that a rain garden/bioswale be installed on the Sierra Ridge property and that the ICDC assume ownership and long-term maintenance of the stormwater control device. This requirement is highly desirable as the ICDC has the regulatory authority and expertise to properly manage these types of stormwater management systems. In addition, the LPAB also requested that the educational signage be used to inform the homeowners of the importance of the rain garden/bioswale and that any plants used be salt tolerant.

The following motion is recommended for Board consideration once it has been designated an ACTION item by the Township Board:

Move to authorize the Township Manager to execute the attached Flowage Easement between the Charter Township of Meridian and the Ingham County Drain Commissioner.

Attachment(s):



MERIDIAN TOWNSHIP

TO: Derek Perry
Assistant Township Manager and Director of Public Works

FROM: 
LuAnn Maisner, CPRP
Director of Parks and Recreation


Jane Greenway, RLA
Parks and Land Management Coordinator

DATE: February 9, 2017

RE: Ingham County Drain Office Flowage Easement Request

The Ingham County Drain Office has requested a Flowage Easement from Meridian Township to accommodate runoff from Sierra Ridge Subdivision to the Costigan Drain. The Costigan Drain is located in the Forest Grove Land Preserve on Newton Road. The Land Preservation Advisory Board (LPAB) discussed this request at their February 8, 2017 regular meeting. After considerable discussion, the LPAB recommended approval of the flowage easement with following three conditions:

1. A rain garden be installed and maintained by the Ingham County Drain Office on the Sierra Ridge property to pre-treat the water flowing into the Forest Grove Land Preserve
2. Educational signage be installed near the rain garden to inform homeowners of the importance of the natural feature
3. The plants in the rain garden be native species that are salt-tolerant

The LPAB explained that the purpose of the land preservation program was to protect and enhance the Township's natural resources and that untreated water from the development could be a potential source of contamination entering the Forest Grove Land Preserve. Therefore, they are receptive to the rain garden concept to naturally pre-treat the water flowing onto the property. The LPAB believes that educational signage and regular maintenance of the garden are essential to that end.

DRAFT

FLOWAGE EASEMENT

This Agreement made this _____ day of _____, 2017, between the Charter Township of Meridian, a governmental entity whose address is 5151 Marsh Road, Okemos, Michigan, 48864 (hereinafter referred to as "Grantor"), and Patrick E. Lindemann, Ingham County Drain Commissioner, of 707 Buhl Avenue, Mason, Michigan, 48854 (hereinafter referred to as "Grantee"), on behalf of the Sierra Ridge Drain Drainage District (hereinafter referred to as the "Drainage District"), for and in consideration of \$0.00 and the prospective benefits to be derived from the establishment, construction, operation, maintenance and improvement of the Sierra Ridge Drain.

WHEREAS, Grantor is the owner in fee simple of certain real property (hereinafter referred to as "Property") situated in Meridian Township, Ingham County, Michigan and as described below:

M4-28 BEG ON N-S 1/4 LINE AT PT N 1 DEG 40' 10" E 1323.0 FT FROM S 1/4 COR OF SEC 4, N 88 DEG 19' 04" W 1335.13 FT ALONG N LINE OF SE 1/4 OF SW 1/4 TO E LINE OF W 1/2 OF SW 1/4 OF SEC 4, N 1 DEG 13' 20" E 394.19 FT ALONG SAID E LINE TO SE'LY R/W LINE OF M-78 HWY, SAID R/W LINE BEING 70 FT SE'LY OF CEN LINE OF E BOUND LANES, MEASURED PERPENDICULAR TO SAID CEN LINE, N 34 DEG 06' E 133.46 FT ALONG SAID R/W LINE TO S'LY LINE OF MITCHELL ACRES PLAT, S 88 DEG 18' 08" E 1266.63 FT ALONG SAID S'LY LINE TO SAID N & S 1/4 LINE, S 1 DEG 40' 10" W 506.5 FT TO P.O.B. ON SW 1/4 OF SEC 4 T4N R1W

and

WHEREAS, Grantee seeks from Grantor a Flowage Easement on, over and across a portion of the Property for the flow of water, described and depicted in the attached document entitled Flowage Easement Description (hereinafter referred to as "Easement Area"); and

WHEREAS, Grantor is willing to convey such Flowage Easement upon certain terms and conditions:

NOW THEREFORE, IT IS HEREBY AGREED:

1. Grantor does grant and convey to Grantee and to said Drainage District's successors and assigns, a Flowage Easement for the flow of water over and across the above-described Property. The Easement Area for said right of flow is described in the attached document entitled "Flowage Easement Description."
2. The Flowage Easement is limited to the flow of storm water across the Easement Area. Grantee and its employees, agents, successors, and assigns, may enter the Easement Area upon reasonable notice only for the limited purpose of determining whether Grantor and its

employees, agents, successors, and assigns are complying with the terms and conditions of this Agreement and to clear the flowage way of natural obstructions, at Grantee's expense.

3. Grantee is not authorized by this Flowage Easement to perform any excavation work on the premises.
4. There shall be no use of the Easement Area which is inconsistent with the stated rights of Grantee and the purposes for which this Flowage Easement was granted.
5. Grantor shall not cause or permit any obstruction of flowage within the Easement Area or the reduction of the Easement Area by earth changes, or the placement of fill, or temporary or permanent structures within the Easement Area without the written permission of Grantee.
6. Grantee shall have no liability of any kind or obligation to pay for costs, taxes, insurance, or other expenses related to the Property or Easement Area except those costs incurred to clear the flowage way of natural obstructions.
7. Except as expressly limited herein, Grantor reserves all rights as owner of the Property and Easement Area, including the right to use the Easement Area for purposes not inconsistent with the Flowage Easement providing that these uses shall be in full accordance with all applicable local, state, and federal laws and regulations.
8. No general public right of access to any portion of the Property and Easement Area is conveyed by this Flowage Easement.
9. The terms hereof shall be deemed to run with the land and be binding upon all successors and assigns of both the Grantor and the Grantee. Any termination, amendment or revision to this Flowage Easement shall be agreed to in writing by the parties, or their delegates.
10. This Agreement shall be construed in accordance with Michigan law.

IN WITNESS WHEREOF, the parties have executed this Agreement on this ____ day of _____, 2017.

Exempt pursuant to MCL 207.505(a) and MCL 207.526(a).

GRANTOR: CHARTER TOWNSHIP OF MERIDIAN

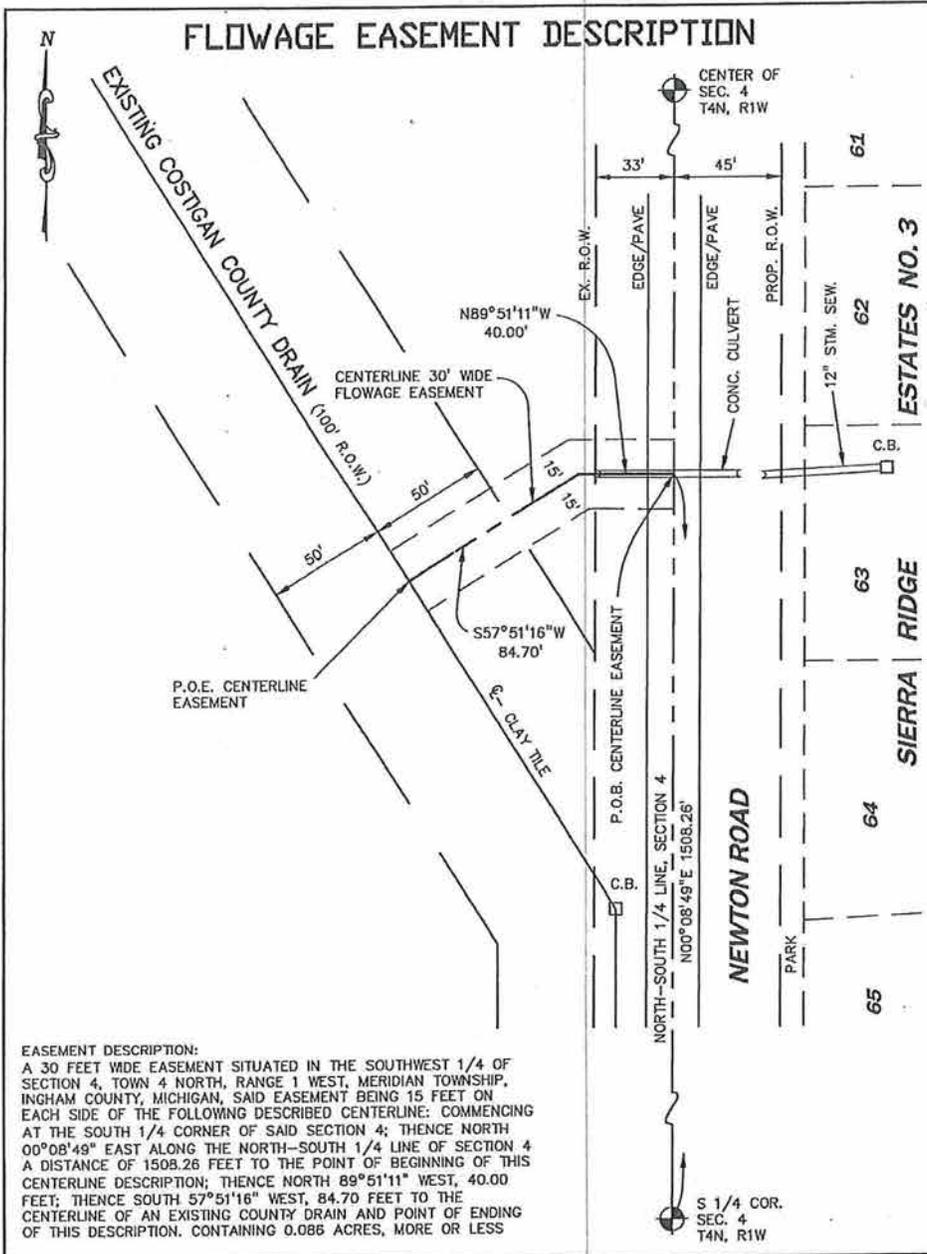
By: _____
Its: _____

STATE OF MICHIGAN)
)ss
COUNTY OF INGHAM)

On this _____ day of _____, 2017, before me, a Notary Public in and for said County, personally appeared _____, authorized representative on behalf of the Charter Township of Meridian, to me known to be the person described in and who executed the foregoing instrument and acknowledged the same to be his/her free act and deed.

Notary Public
County, Michigan
My Commission Expires: _____
Acting in _____ County, Michigan

DRAFT



| | | | |
|--|---------------------|---|--|
| LEGEND Fence Line Not To Scale | | Terry L. Wiegman, P.S. No. 39100 (Authorized Agent) | |
| BENCHMARK SURVEYING, LLC 9851 MISSAUKEE LANE, HASLETT, MI 48840 (517) 230-1865 * tw@benchmarksurveying.us | | Date: TW Field work by: DEC. 2016 Date of field work: 12-03g Proj. No. | |
| For: INGHAM COUNTY DRAIN COMMISSIONER | | Sheet <u>1</u> of <u>1</u> | |
| Location: SECTION 4, T4N, R1W MERIDIAN TWP., INGHAM CO., MI | | SCALE: 1" = 50' | |
| Drawn by: TW | Dwg. No. 12-039COST | | |

© Copyright 2014

Stormwater Infiltration Swales



Improvements to the local storm water drainage include the installation of low impact design features called "Stormwater Infiltration Swales" located alongside roads in the road right-of-way.

What are they?

Stormwater Infiltration Swales are low depression areas designed to capture stormwater runoff and allow the water to soak into the ground and into a collection pipe system more quickly than into the surrounding ground. It then drains out of the neighborhood.

How are they constructed?

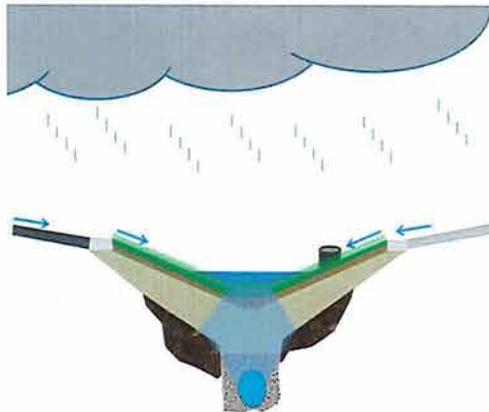
The swales are constructed similarly to an athletic field. A perforated underdrain is covered with sand that is very clean and allows water to percolate quickly. The topsoil is a combination of compost, topsoil, and sand. The swales are seeded with Turf-Type Tall Fescue Blend, which helps with infiltration and provides an aesthetically pleasing and hardy turf.

How do they work?

When it rains, runoff from roofs, driveways, yards, and roads flows into the swales and seeps into the ground. In the event that the swales starting filling up, there is an overflow catch basin that ties directly into the new storm sewer drainage system. Temporary ponding of water in the swales is normal and standing water should be gone within 24 hours.

Why Stormwater Infiltration Swales?

Using Stormwater Infiltration Swales to soak water into the ground improves the quality of stormwater runoff by filtering out sediment and other pollutants. Low impact design also reduces overall construction and maintenance costs by using a smaller pipes collection system.



Cross-section of a Stormwater Infiltration Swale

For proper functioning of the Stormwater Infiltration Swales:

Do not deposit any leaves, litter or debris in the swales. These items can interfere with the swales, causing water to pond and collect on the catch basin grate.

Mow the swale. Although the swales are seeded with a special turf grass, they should be mowed like the rest of your lawn. Keep the mower blades at 3-4 inches height. Frequent mowing will help this bunch-type grass to establish a fuller cover.

Don't park in the swale. Parking will cause compaction of the soils and rutting within the swale, reducing how fast water can move through the structure and could prohibit infiltration altogether.

Watering and fertilizing: Due to how quickly the soils drain, grass within the swales will tend to go dormant before the rest of your lawn. This can be prevented by watering and fertilizing the swales more frequently than the rest of your lawn.

If you encounter any problems with the Stormwater Infiltration Swales, please contact the Ingham County Drain Commissioner's Office at 517-676-8395.

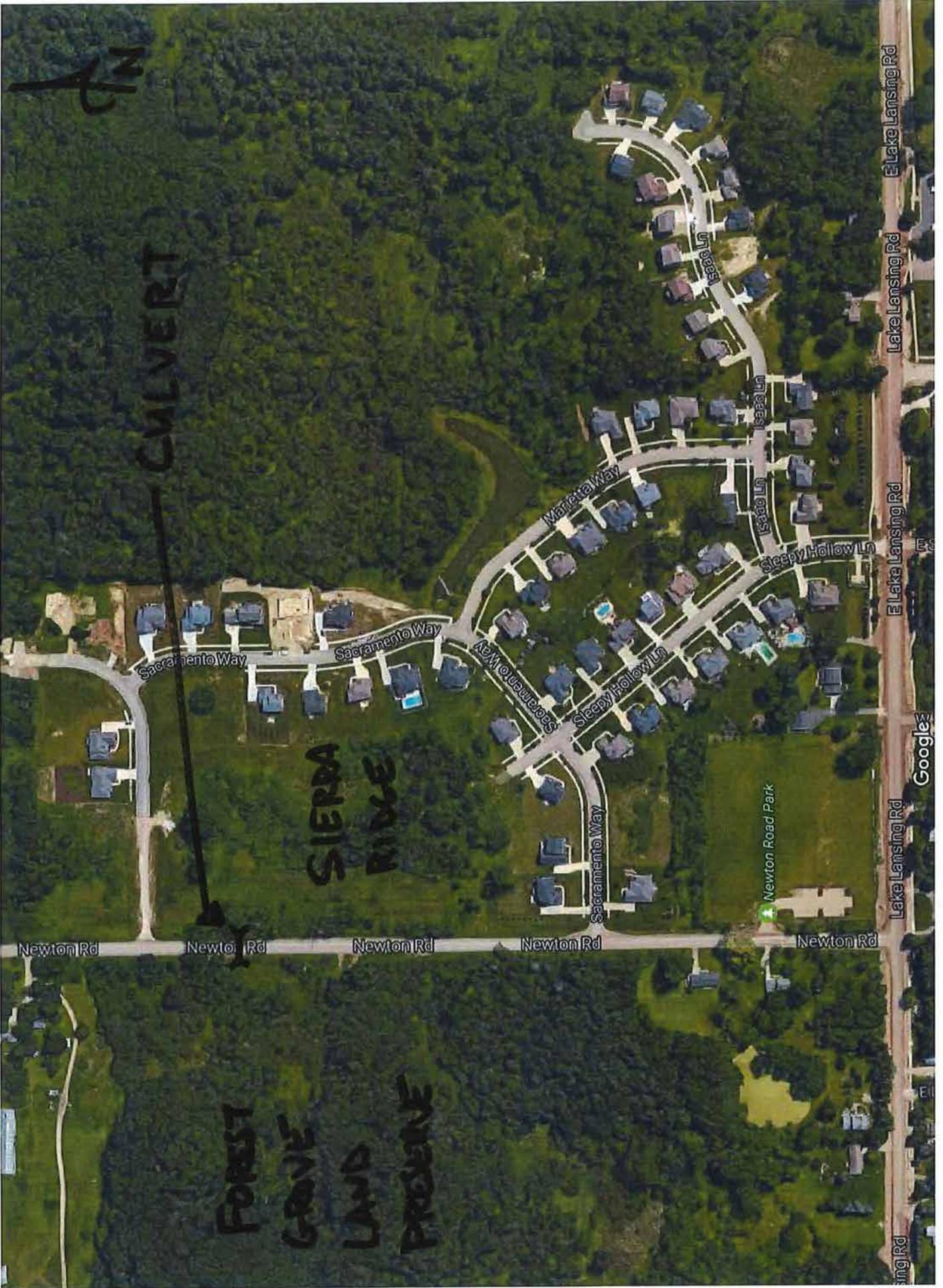
Stormwater Infiltration Swales



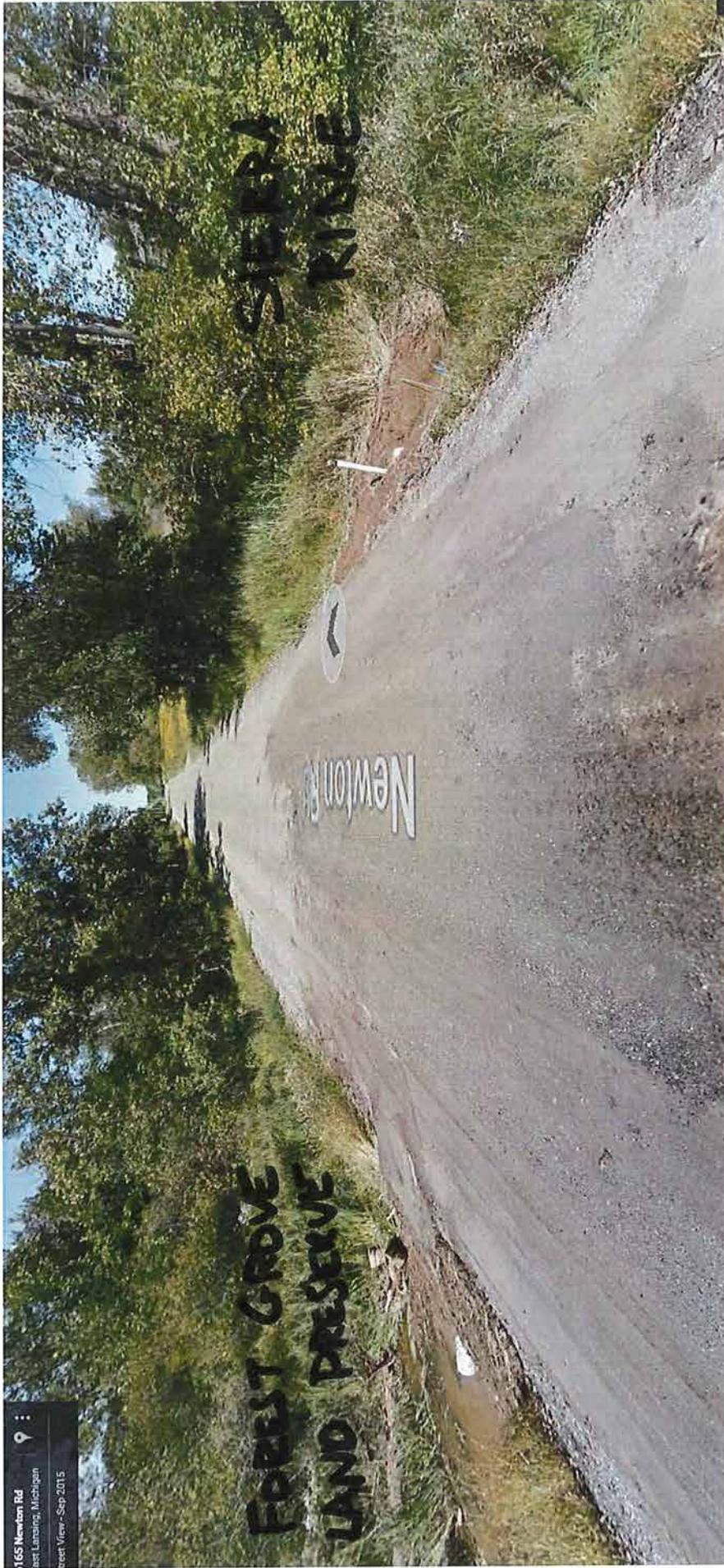
Patrick E. Lindemann
Ingham County Drain Commissioner

Angie Cosman, Project Coordinator
Phone: (517) 676-8395
707 Buhl Avenue
P.O. Box 220
Mason, MI 48854





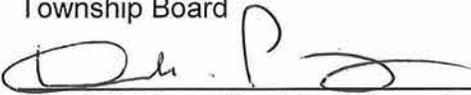
72



CULVERT

MEMORANDUM

TO: Township Board

FROM: 
 Derek N. Perry, Assistant Township Manager
 Director of Public Works & Engineering


 Younes Ishraidi, P.E.
 Chief Engineer

DATE: February 16, 2017

RE: **Bennett Village Phase #2 Streetlighting
 Special Assessment District #424 - Resolution #1 & #2**

A petition was received from the property owners of Bennett Village – Phase 2 for installation and maintenance of streetlights in Bennett Village Phase #2. The proposed plan is for three (3) streetlights, Traditional fixtures with cut-off, and black standard poles, to be installed and maintained along Turning Leaf Lane (see attached map).

Resolution #1 orders plans to be prepared showing the improvement, the location, and the estimate of cost. Resolution #2 files the plans and cost estimate with the Clerks Office and declares the Township Board's intention to make the improvements and tentatively designates a special assessment district and sets a public hearing on April 4, 2017, for hearing objections to the improvement, cost estimate, and assessment district.

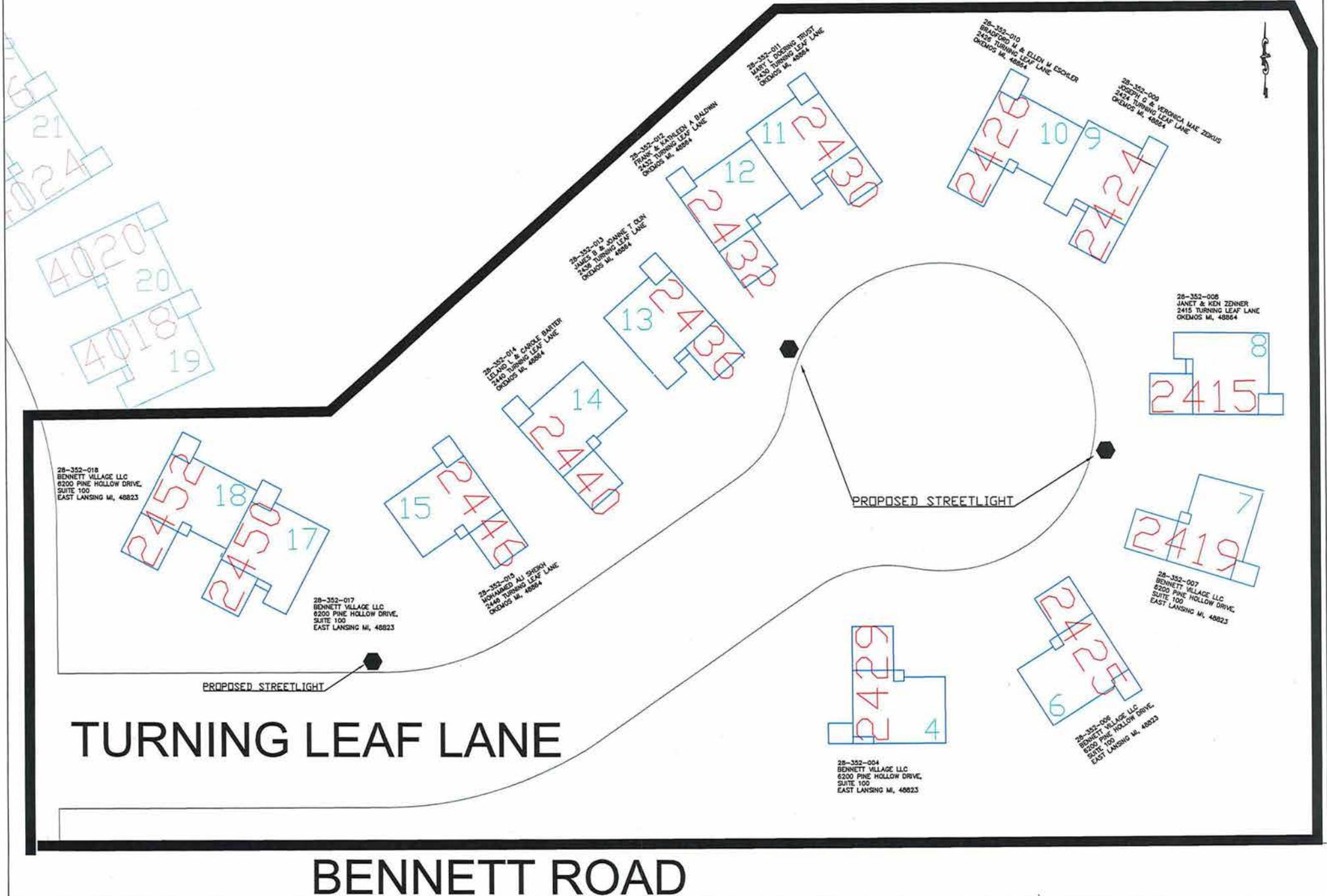
The proposed first year cost for streetlighting in Bennett Village – Phase 2 is \$1645.95 (\$126.62/unit) and the cost annually thereafter will be \$420 (\$32.31/unit) (subject to adjustment).

Proposed Motion:

"Move to approve the Bennett Village Phase #2 Streetlighting Special Assessment District - Resolution #1, ordering plans to be prepared showing the streetlighting improvement, location, and estimate of cost; and Resolution #2, filing the plans showing the improvement, location and estimate of cost with the Clerk's Office, tentatively declaring intention to install and maintain 3 traditional w/cut-off streetlights and defray the cost of operation and maintenance by special assessment against the 13 benefiting units, and setting a public hearing for April 4, 2017."

Attachment(s)

BENNETT VILLAGE #2 SPECIAL ASSESSMENT DISTRICT #424



**BENNETT VILLAGE PHASE #2 STREETLIGHTING
SPECIAL ASSESSMENT DISTRICT NO. 424**

RESOLUTION NO. 1

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, Phone (517) 853-4000, on Tuesday, March 7, 2017 at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____
and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian, Ingham County, Michigan, acting on a petition from property owners of Bennett Village – Phase 2, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, to install, operate and maintain streetlights in Bennett Village to service the proposed special assessment district area described as:

Units 4 through 18, except Units 5 and 16 of Bennett Village

WHEREAS, the public streetlighting improvement consists of installing three (3) streetlights, Traditional fixtures with cut off, and black standard poles along Turning Leaf Lane.

WHEREAS, the Township Board desires to proceed with this public streetlighting improvement;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, AS FOLLOWS:

1. The Township's Director of Public Works & Engineering is hereby ordered to prepare plans showing the improvements, the location thereof and estimates of the cost thereof, pursuant to the project as previously set forth in this resolution.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
) ss.
COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, Michigan, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 7, 2017.

Brett Dreyfus, CMMC, Township Clerk

**BENNETT VILLAGE PHASE #2 STREETLIGHTING
SPECIAL ASSESSMENT DISTRICT NO. 424**

RESOLUTION NO. 2

At a regular meeting of the Township Board of the Charter Township of Meridian, Ingham County, held at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI 48864-1198, Phone (517) 853-4000, on Tuesday, March 7, 2017, at 6:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____

and supported by _____.

WHEREAS, the Township Board of the Charter Township of Meridian deems it advisable and necessary for the public health, safety, and welfare of the Township and its inhabitants to install, operate and maintain the following described public streetlighting improvements:

Install, operate and maintain three (3) streetlights, Traditional fixtures with cut-off and black standard poles along Turning Leaf Lane

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

WHEREAS, the Township Board has caused to be prepared by the Township's Director of Public Works & Engineering, plans showing the improvement and location thereof and an estimate of the cost thereof; in accordance with a resolution of the Township Board pursuant to Act 188, Public Acts of Michigan, 1954, as amended; and

WHEREAS, the same has been received by the Township Board; and

WHEREAS, the Township Board desires to proceed further with the improvements;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN, AS FOLLOWS:

1. The plans showing the improvement and location thereof and an estimate of the cost thereof be filed with the Township Clerk and be available for public examination.
2. The Township Board tentatively declares its intention to make the following public streetlighting improvements: Install, operate and maintain three (3) streetlights, Traditional fixtures with cut-off, and black standard poles along Turning Leaf Lane
3. There is hereby tentatively designated a special assessment district against which the cost of said improvement is to be assessed, consisting of the lots and parcels of land described as:
Units 4 through 18, except Units 5 and 16 of Bennett Village

4. The Township Board shall meet in the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, MI on Tuesday, April 4, 2017 at 6:00 p.m. at which time and place the Township Board will hear objections to the improvement and to the special assessment district therefore. All objections must be filed in writing.
5. The Township Clerk is hereby ordered to cause notice of such hearing and the fact that the Township Board is proceeding on its own initiative to be published twice prior to said hearing in a newspaper of general circulation in the Township, the first publication to be at least ten (10) days before the time of the hearing, and pursuant to Act 188, Public Acts of Michigan, 1954, as amended, shall cause said notice to be mailed by first class mail to all record owners of, or parties in interest in, property in the special assessment district, at the addresses shown on the current tax records of the Township, at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form: (See Attached)
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____
Resolution declared adopted.

STATE OF MICHIGAN)

) ss.

COUNTY OF INGHAM)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Meridian, Ingham County, **DO HEREBY CERTIFY** that the foregoing is a true and complete copy of proceedings taken by the Township Board at a regular meeting held on Tuesday, March 7, 2017.

Brett Dreyfus, CMMC, Township Clerk

**BENNETT VILLAGE PHASE #2 STREETLIGHTING
SPECIAL ASSESSMENT DISTRICT NO. 424**

NOTICE OF HEARING

**TO THE RECORD OWNERS OF, OR PARTIES IN INTEREST IN, THE FOLLOWING PROPERTY
CONSTITUTING THE PROPOSED SPECIAL ASSESSMENT DISTRICT:**

Units 4 through 18, except Units 5 and 16 of Bennett Village

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Meridian, acting on a petition from property owners of Bennett Village – Phase 2, pursuant to Act 188, Public Acts of Michigan, 1954, as amended, has determined to make the following described public streetlighting improvements:

Install, operate, and maintain three (3) streetlights, Traditional fixtures with cut-off and black standard poles along Turning Leaf Lane;

and to defray the cost thereof by special assessment against the properties specially benefitted thereby.

Plans and estimates have been prepared and are on file with the Township Clerk for public examination.

TAKE FURTHER NOTICE that the Township Board will meet Tuesday, April 4, 2017, at 6:00 p.m. at the Meridian Township Municipal Building, 5151 Marsh Road, Okemos, Michigan 48864-1198, for the purpose of hearing objections to the improvement and the special assessment district therefore. The Township Board is also interested in hearing those that favor the proposed project.

Appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the state tax tribunal. Your personal appearance at the hearing is not required, but you or your agent may appear in person at the hearing and protest the special assessment. To make an appearance and protest, you must file your written objections by letter or other writing with the Township Clerk before the close of this hearing. The owner or any person having an interest in the real property may file a written appeal of the special assessment with the state tax tribunal with 30 days after the confirmation of the special assessment roll if that person appeared and protested the special assessment at this hearing.

The Township Board may proceed with the improvement and special assessment district unless written objections from more than 20% of the property owners are filed with the Township board at or before the hearing.

**"FOR PURPOSES OF THIS HEARING, THE AMOUNT TO BE ASSESSED AGAINST YOUR PROPERTY
IS ESTIMATED TO BE:**

| | |
|-----------------------------|----------------------|
| First Year Cost: | \$126.62/UNIT |
| Annually Thereafter: | \$ 32.31/UNIT |

Dated: _____

Brett Dreyfus, CMMC, Township Clerk
CHARTER TOWNSHIP OF MERIDIAN

Bennett Village #2 Streetlights Special Assessment District #424

| Parcel # | Address | Mailing Address | | | | | First Year Cost | Annual Cost after |
|----------|-------------------------|-------------------|-------------------------------|-----------------------------------|--------------|----------|-----------------|-------------------|
| | | Primary Name | Street Address | City | ST | Zip | | |
| 1 | 3302-02-28-352-018 2452 | Turning Leaf Lane | Bennett Village LLC | 6200 Pine Hollow Drive, Suite 100 | East Lansing | MI 48823 | \$126.62 | \$32.31 |
| 2 | 3302-02-28-352-017 2450 | Turning Leaf Lane | Bennett Village LLC | 6200 Pine Hollow Drive, Suite 100 | East Lansing | MI 48823 | \$126.62 | \$32.31 |
| 3 | 3302-02-28-352-015 2446 | Turning Leaf Lane | Mohammad Ali Sheikh | 2446 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 4 | 3302-02-28-352-014 2440 | Turning Leaf Lane | Lelend L & Carole Barter | 2440 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 5 | 3302-02-28-352-013 2436 | Turning Leaf Lane | James B & Joanne T Olin | 2436 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 6 | 3302-02-28-352-012 2432 | Turning Leaf Lane | Frank & Kathleen A Baldwin | 2432 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 7 | 3302-02-28-352-011 2430 | Turning Leaf Lane | Mary L Doering Trust | 2430 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 8 | 3302-02-28-352-010 2426 | Turning Leaf Lane | Bradford M & Ellen M Eschler | 2426 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 9 | 3302-02-28-352-009 2424 | Turning Leaf Lane | Joseph G & Veronica Mae Zeiku | 2424 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 10 | 3302-02-28-352-008 2415 | Turning Leaf Lane | Janet & Ken Zenner | 2415 Turning Leaf Lane | Okemos | MI 48864 | \$126.62 | \$32.31 |
| 11 | 3302-02-28-352-007 2419 | Turning Leaf Lane | Bennett Village LLC | 6200 Pine Hollow Drive, Suite 100 | East Lansing | MI 48823 | \$126.62 | \$32.31 |
| 12 | 3302-02-28-352-006 2425 | Turning Leaf Lane | Bennett Village LLC | 6200 Pine Hollow Drive, Suite 100 | East Lansing | MI 48823 | \$126.62 | \$32.31 |
| 13 | 3302-02-28-352-004 2429 | Turning Leaf Lane | Bennett Village LLC | 6200 Pine Hollow Drive, Suite 100 | East Lansing | MI 48823 | \$126.62 | \$32.31 |
| | | | | | | | \$1,646 | \$420 |

Install 3 8500 lumen HPS, Traditional fixtures with cut-off, on black standard poles. 13 units in district.

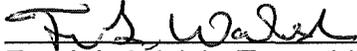
Assessment First Year Cost:

Installation Costs (\$300/streetlight x 3 streetlights) = **\$900**
 Engineering Administration Fee **\$150**
 Annual Operation & Maintenance (3 streetlights) (\$175.95 +\$420) = **\$595.95**
 (August 2017 - \$140 x 3 stlts = \$420 div 365 = 1.15 x 153 days=\$175.95)
 (2018 - \$140 x 3 stlts = \$420)

TOTAL FIRST YEAR \$1645.95 (\$126.62/unit)
Annually Thereafter \$ 420.00 (\$32.31/unit)

MEMORANDUM

TO: Township Board

FROM: 
Frank L. Walsh, Township Manager

DATE: February 16, 2017

RE: **Legal Opinion**

On Tuesday night, the Board will enter into closed session to discuss a confidential legal opinion from counsel.

The following motion is proposed for Board consideration:

**MOVE TO ENTER INTO CLOSED SESSION TO DISCUSS A CONFIDENTIAL
LEGAL OPINION FROM COUNSEL AS PERMITTED BY SECTIONS 8(C) AND
(E) OF THE OPEN MEETINGS ACT.**