



To: Park Commission
From: LuAnn Maisner CPRP, Director of Parks and Recreation
Date: December 8, 2021
Re: Five Year Parks and Recreation Master Plan Public Hearing Procedure

1. Open Public Hearing:

Every five years, the Park Commission undertakes the process of updating the Five Year Parks and Recreation Master Plan. This document serves to inventory the Township's recreational assets as well as mandates community input to drive current and future needs and trends. This information drives decisions and planning for future park projects. This plan is also necessary to have on file with the Department of Natural Resources to qualify for state and federal grant funding.

2. Director Maisner will present the draft Five Year Parks and Recreation Master Plan 2022-2026.
3. Chair opens the floor for Public Comment. Ask each speaker to state their name and address before commenting.
4. Park Commissioners offer comments and ask additional questions.
5. Additional Opportunity for Public Comment
6. Share with the public that the Park Commissioners will also be addressing this topic under agenda item 6A.
7. The Park Commission will take formal action on the plan during their regular meeting on January 11, 2022.
6. Formally close the Public Hearing



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
PARK COMMISSION
VIRTUAL PUBLIC HEARING & REGULAR MEETING
Tuesday, December 14, 2021 4:30 pm

To view the virtual meeting directly through Zoom, please visit:

<https://zoom.us/join>

Meeting ID: 825 7614 6048

Meeting Password: 5151

If you are unable to access the meeting due to technical difficulties, please contact Director of IT, Stephen Gebes at 517.853.4222 or geb@meridian.mi.us.

1. CALL MEETING TO ORDER
2. PUBLIC HEARING – Five Year Parks and Recreation Master Plan 2022-2026
DRAFT Master Plan link:
<https://www.meridian.mi.us/Home/Components/News/News/5334/16>
3. APPROVAL OF AGENDA
4. APPROVAL OF MINUTES
November 9, 2021 Regular Meeting Minutes
5. DISCUSSION ITEMS
 - a. Five Year Parks and Recreation Master Plan 2022-2026
6. DIRECTOR'S REPORT
 - a. Parks and Recreation Department Work Plan Update
7. PUBLIC COMMENTS
8. OTHER MATTERS AND COMMISSIONERS' COMMENTS
9. ADJOURNMENT

Next Park Commission Meeting: Tuesday, January 11, 2021, Meridian Township Service Center, 4:30 pm.

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

Individuals with disabilities requiring auxiliary aids or services should contact Parks & Recreation Director, LuAnn Maisner: 2100 Gaylord C. Smith Court, Haslett, MI 48864 or 517.853.4600 - Ten Day Notice is Required.

Meeting Location: Zoom



CHARTER TOWNSHIP OF MERIDIAN
 PARK COMMISSION REGULAR MEETING MINUTES
 Virtual via Zoom Meeting
 TUESDAY, NOVEMBER 9, 2021 4:30 PM

PRESENT: Amanda Lick attended from Okemos; Ami Van Antwerp attended from Okemos; Mark Stephens attended from Haslett; Mary Nardo-Farris attended from Haslett; Mike McDonald attended from Haslett at 4:40pm.

EXCUSED: None

STAFF: LuAnn Maisner, Director of Parks and Recreation, attended from Haslett; Jane Greenway, Senior Parks & Land Management Coordinator, attended from Okemos.

1. CALL MEETING TO ORDER

Chair Lick called the meeting to order at 4:30pm.

2. PUBLIC COMMENTS

None

3. APPROVAL OF AGENDA

Director Maisner requested to add 6B – Election of Officers. Commissioner Stephens moved TO APPROVE THE AGENDA AS AMENDED.

Supported by Commissioner Nardo-Farris.

VOICE VOTE: Motion carried unanimously.

4. APPROVAL OF MINUTES

Commissioner Nardo-Farris moved TO APPROVE THE MINUTES OF SEPTEMBER 14, 2021 AS WRITTEN.

Supported by Commissioner Stephens.

VOICE VOTE: Motion carried unanimously.

5. COMMUNICATIONS

a. Thank you and donation check

b. Grettenberger thank you

c. Recreation Master Plan Community Survey Press Release

MOTION BY COMMISSIONER STEPHENS, SUPPORTED BY COMMISSIONER VAN ANTWERP TO ACCEPT THE LISTED COMMUNICATIONS AND PLACE ON FILE.

VOICE VOTE: Motion carried unanimously.

6. ACTION ITEMS

a. Set Public Hearing Date – 5 Year Parks and Recreation Plan 2022-2026

MOTION BY COMMISSIONER STEPHENS, SUPPORTED BY COMMISSIONER VAN ANTWERP TO SET THE PUBLIC HEARING DATE ON THE FIVE –YEAR PARKS AND RECREATION MASTER PLAN 2022-2026 FOR TUESDAY, DECEMBER 14, AT 4:30PM VIA VIRTUAL ZOOM MEETING.

VOICE VOTE: Motion carried unanimously.

b. Election of Officers

Following discussion, Mary Nardo-Farris was nominated for the position of Chair and Ami Van Antwerp was nominated to serve the next year as Vice Chair. Both commissioners accepted their nominations.

MOTION BY COMMISSIONER STEPHENS, SUPPORTED BY COMMISSIONER MCDONALD TO APPROVE THE APPOINTMENT OF MARY NARDO-FARRIS AS PARK COMMISSION CHAIR AND AMI VAN ANTWERP AS VICE CHAIR TO SERVE FROM DECEMBER, 2021 TO NOVEMBER 2022.

VOICE VOTE: Motion carried unanimously.

c. 2022 Proposed Meeting Schedule

Following discussion regarding the legal ability to meet over zoom beginning in 2022, the proposed Park Commission meeting schedule for 2022 was amended from ZOOM to in-person at the Meridian Service Center.

Commissioner McDonald motion to approve 2022 meeting schedule with changes and Commissioner Van Antwerp supported.

MOTION TO APPROVE THE AMENDED PARK COMMISSION MEETING SCHEDULE FOR 2022 AS FOLLOWS:

**Park Commission Meeting Dates
2022 Meeting Schedule**

RESOLUTION

At a regular meeting of the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, held via Zoom, in said Township on the 9th day of November 2021, at 4:30 p.m., Local Time.

PRESENT: Amanda Lick attended from Okemos; Ami Van Antwerp attended from Okemos; Mark Stephens attended from Haslett; Mary Nardo-Farris attended from Haslett; Mike McDonald attended from Haslett at 4:40 pm; LuAnn Maisner attended from Haslett; Jane Greenway attended from Okemos.

The following resolution was offered by Commissioner McDonald and supported by Commissioner Van Antwerp.

WHEREAS, the Park Commission desires to announce the time, date, and place of all meetings of the Commission; and

WHEREAS, the Park Commission deems the 2022 regular meeting schedule sufficient to uphold the Township Board's Policies and Procedures, and advancement toward the Board's Global Ends; and

NOW, THEREFORE, BE IT RESOLVED by the Park Commission of the Charter Township of Meridian, Ingham County, Michigan, that the Park Commission adopts its regular 2022 meeting schedule as follows:

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 11	Service Center	4:30 pm regular meeting
January 25*	Town Hall Room	Joint Meeting with Township Board at 6:00 pm
February 8	Service Center	4:30 pm regular meeting
March 8	Service Center	4:30 pm regular meeting
April 12	NO MEETING	NO MEETING
May 10	Service Center	4:30 pm regular meeting
June 14	Service Center	4:30 pm regular meeting
July 12	Service Center	4:30 pm regular meeting
August 9	Service Center	4:30 pm regular meeting
September 13	Service Center	4:30 pm regular meeting
October 11	Service Center	4:30 pm regular meeting
November 8	Service Center	4:30 pm regular meeting
December 8	NO MEETING	NO MEETING

The above meetings shall be held in-person at Meridian Service Center, 2100 Gaylord C. Smith Court, Haslett, MI 48840, (517) 853-4600, with exception of January 25, 2022 Joint Meeting with Township Board at 6:00 pm to be held in the in the Town Hall Room of the Meridian Municipal Building, 5151 Marsh Road, Okemos, Michigan, (517) 853-4000.

ADOPTED: YEAS: Amanda Lick, Ami Van Antwerp, Mark Stephens, Mary Nardo-Farris,
Mike McDonald

NAYS: None

Resolution declared adopted.

STATE OF MICHIGAN)
)ss.
COUNTY OF INGHAM)

I, the undersigned, the duly qualified Chair of the Park Commission, Charter Township of Meridian, Ingham County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and a complete copy of a resolution adopted at a regular meeting of the Township Board on the 9th of November, 2021.

Amanda Lick

Amanda Lick, Chair
Park Commission

7. DISCUSSION ITEMS

a. 5 Year Parks and Recreation Master Plan

Director Maisner and Parks and Land Management Coordinator Greenway discussed the progress made on completing the base information in the draft plan and also shared the current 2022-2026 Public Improvement Plan for Parks; a report listing projects completed from 2016-2021; and results of the Townships Community Survey conducted earlier this year. Staff also confirmed that the parks and recreation survey monkey survey closes on November 16 and will make those results available as soon as possible. Director Maisner is also meeting with department staff to obtain input for the plan as well. The draft plan will be available for the thirty-day public review period from November 30-December 30. The Commission and Township Board will approve the plan in January for submittal to the DNR by the February 1 deadline. This plan is required by the DNR for state and federal grant eligibility.

8. DIRECTOR'S REPORT

- LEAP Art Reveal – Friday, Nov 19 @ 11:30am Marketplace
- Consumers Energy Easement in Wonch Park – Agreed to \$1,000 for two benches
- Artificial Ice Rink install: lights this week; rink next week; soft opening Saturday, Nov 20, Grand opening Event – Saturday, Dec 4.
- Working with Dicks Sporting Goods on a discount shop day for skates; they do skate sharpening.
- 439 survey responses
- 73 deer
- Closing on Okemos Rd Parcel – on or before Dec 15.
- Asbestos inspection this Thursday
- Obtaining quotes for demolition – must be done within 90-days of closing

9. PUBLIC COMMENTS

Chair Lick opened public remarks.

Richard Miksicek, resident of 5319 Bear Lake Road, said he was interested in hearing about future park projects and is supportive of local parks.

Chair Lick closed public remarks.

10. OTHER MATTERS AND COMMISSIONERS' COMMENTS

NONE

11. ADJOURNMENT

Hearing no objections, the meeting adjourned at 5:45 pm. The next meeting is scheduled to be held virtually on Tuesday, December 14, 2021, at 4:30 pm. .

2021 PARKS AND RECREATION DEPARTMENT WORK PLAN UPDATE 10-26-21

- **Create a community ice rink at Marketplace on the Green utilizing artificial ice.**
The fencing and skating surface panels have arrived! The rink will be installed the week of November 15. Additional amenities include benches, decorative lighting, rubber mats and a skate-lending bin for visitors to use while visiting. Dick's Sporting Goods will serve as a convenient location for participants to get their skates sharpened.
- **Expand and improve parking at Central Park South and North Meridian Road Park.**
Due to budgetary constraints in 2021, these two projects were re-budgeted in 2022.
- **Complete paving of the Central Meridian Regional Trail Connector.**
The project was completed in 2021 and includes an accessible, 1/3rd mile paved trail and boardwalk connecting the Historical Village with Central Park South/Marketplace on the Green/ and Large Dog Park. This project also included a fishing dock in Central Park South pond. Funding for this project was provided through a MNRTF Grant and the Park Millage.
- **Complete the acquisition process of 5280 Okemos Road parcel.** Good news! Funds were awarded and the process is nearly complete. We are set to close on the property on or before December 15, 2021.
- **Expand markets and activities at Marketplace on the Green.**
The Saturday Farmers Markets have been full of vendors and host approximately 3,000 visitors weekly. The Wednesday Market from July-October hosted free live music concerts from 6-9pm with food trucks. These events grew more popular as the weeks went on and were funded by donations from local businesses. Other activities included a Halloween event with 650 youngsters participating, and Haslett High School Homecoming Dance. Many other groups such as the Girl Scouts have been regularly holding meetings at Marketplace and other pavilions as these outdoor spaces have served a very important function.
- **Continue successful implementation of the Deer Management Program.**
2020-21 was the most successful program year yet! The volunteer archery program netted an all-time record of 176 deer. New in 2021, the Police Department conducted a supplemental cull that added 150 more for a grand total of 326 deer. 7,154 lbs of venison were donated to Lansing- area food banks from this program.

The 2021-22 Volunteer Archery Program is underway with 75 hunters on 42 properties. This program runs from October 1 to January 1. The Police Department Supplemental Cull has also been approved by the DNR and will begin on January 1, 2022 with the goal of harvesting 200 deer.

Non-Goal Accomplishments:

1. **LEAP ART GRANT:** Applied and awarded funds for an art sculpture at Marketplace on the Green. Concrete footings are being poured this Friday for installation and ribbon cutting by the end of the year.

2. **CLOSE EXISTING GRANTS:** Requested all outstanding reimbursable grant funds from the DNR for the following projects:
 - Central Meridian Regional Trail Connector
 - Historical Village Gateway Bridge and Restroom
 - HNC Waterless Restroom
 - HNC Pavilion
3. **FIVE YEAR PARKS AND RECREATION MASTER PLAN UPDATE 2022-2026:** Work is underway to update the master plan to remain grant eligible with the DNR. The draft plan will be completed by Thanksgiving with the Public Hearing in December, adoption in January and submittal by the February 1, 2022 deadline.
4. **GRANT APPLICATION for Towner Road Park Intergenerational Fitness and Play Space:** Prepared and submitted a grant application to the Michigan Natural Resources Trust Fund in April. Award announcements will take place in December. Staff also assisted the Engineering Department with an application supporting the MSU-Lake Lansing Pathway to the MNRTF program as well.
5. **MERIDIAN PATHWAY AND TRAIL MAP GRANT:** Submitted and received a grant from the Ingham County Parks and Trails Millage to fund a user-friendly map promoting non-motorized travel opportunities throughout the Township. The map is in its final stages of completion. This map will be ready to print in December as well as to add to our website.
6. **LABYRINTH:** Staff has been working with a resident looking to fund a Labyrinth in Central Park. Because of COVID, it has been a struggle securing bids for installation. We currently have another RFP out with bids due November 4. Once the costs are determine, we will execute a donor agreement and schedule construction for spring of 2022.
7. **RECREATION:** Youth sports programs kicked back into gear this year with the following programs:
 - Youth Spring Soccer - 496
 - Youth Baseball, Softball and Teeball - 300
 - Flag Football – 221 (42 teams) plus teams from Williamston and Bath
 - Fall Youth Soccer – 540 (53 teams)
 - Youth Basketball Registration underway now
 - Sporties for Shorties – 420 participants
 - Dog Park memberships: 539 small dog/ 467 large dog = 875 total members
 - The 55+ Senior workout Program continued to meet every Monday, Wednesday and Friday in the pavilion at Central Park. Approximately 40 seniors participate each program day.
 - Pickleball has exploded at Hillbrook Park and Towner Road Park! The courts are filled with players of all levels year around! Schedules are posted at each site that organizes play by skill level at different times and days of the week.
 - Conducted two Howl-o-ween dog park parties and a Halloween event at Marketplace during a Wednesday Farmers Market.
8. **HARRIS NATURE CENTER**
 - Record high enrollment in Harris Nature Center Summer Camps - 530
 - New elevated 16'x 16' accessible bird viewing platform with two spotting scopes was constructed by the Harris Nature Center Foundation.

- Held two “Music in Nature” concerts at the Rotary Gathering Circle.
- Poured new concrete to create ADA compliant front walk along new ADA electric doors. This work was completed by park maintenance staff.

9. VOLUNTEER ENGAGEMENT - STEWARDSHIP

MCC Numbers and program updates

- In 2021 the MCC expanded on many of its programs as well as membership with the addition of 45 individual volunteers and 4 local groups. MCC volunteers have completed 761 hours of stewardship, working across 19 different parks and preserves.
- The Planting a Native Meridian Program has taken off with 220 native trees planted in Township Preserves, as well as the planting of 150 wildflower transplants. Volunteers have helped collect seeds from over 50 native species this fall and will process and plant seeds this fall and spring of 2022.
- There is a fall wetland cleanup scheduled for November 6th, following a successful Earth Day cleanup where 23 tires, 2 couches, and over 1500 pounds of litter were removed from Tihart-Cornell Wetland Preserve.
- Love A Park Day (June 16th, 2021) :34 resident volunteers came out to plant flowers and spread mulch at Ferguson Park, Hartrick Park, Hillbrook Park, Nancy Moore Park, Orlando Park and Wonch Park.
- Community Presentations and Outreach:
- Wetland Education and Outreach efforts have increased throughout the Township, with educational letters and brochures about wetlands and Township Ordinances are being sent out to residents the week of 10/18/2021. Emma Campbell presented to the Conservation Stewards Program as the Capital Area representative for Wetland Conservation.
- The Environmental Benefits of Native Plant: Presented to the Lansing League of Women Voters

10. ROOF REPLACEMENT AT NOKOMIS

Funding was approved for 2021 to assist Nokomis Center with replacing the roof on their building. After obtaining quotes, they entered into an agreement with Jimmerson Roofing Company for the work. The work will be done by November 15.

11. ROOF REPAIR AT GRETENBERGER FARMHOUSE – HISTORICAL VILLAGE

The roof on the Grettenberger Farm house consists of cedar shakes and is due for replacement. This fall, the roof experienced damage to one area. It is scheduled for repair before in December.

12. DRAINAGE IMPROVEMENTS were made to the Marketplace playground to reduce water accumulation problems we were experiencing.

13. A NEW KIOSK for the entrance to the Historical Village has been assembled for installation in November.

14. AGILITY EQUIPMENT has been added to the Large Dog Park thanks to Eagle Scout Candidate, Gryffin Porter.

15. PAVILION RENTALS 376 total pavilion rentals March – October, 2021. Other groups using the sports fields and parks on a regular weekly basis include Fitness Over-50, Farmers' Market, recreation program sports teams, Lansing Cricket League, and Ingham County playgroups. The Rotary Club and Kiwanis Club also utilized park pavilions for their meetings throughout the year.

16. Other Maintenance Activities include:

- Restored the gazebo in the Historical Village
- Planted 13 trees along Central Park Drive adjacent to Central Park South
- Sealed and restriped the parking lot at Harris Nature Center
- Sealed the trail in Wonch Park
- Repaired and sealed the courts at Hillbrook Park
- Installed wind screens on the pickleball courts at Towner Road Park
- **Bench donations and installations include:**
 - Meridian Garden Club donation of three benches for Historical Village and HNC
 - Installed three benches at Marshall Park donated by Val Lafferty
 - Installed memorial benches at the Triangle in Haslett for HBA
 - Worked with Kiwanis Club to install benches at Large Dog Park, HNC and Legg Park.