



Washtenaw County Parks and Recreation Commission

MINUTES OF SPECIAL MEETING

Date: August 15, 2022

Time: 10:30 a.m.

Location: Parks Administration Building, 2230 Platt Road, Ann Arbor, MI 48104

Members Present: Patricia Scribner, WCPARC President; Janis Bobrin, WCPARC Vice President; Dan Ezekiel, Secretary; Ricky Jefferson, Brenda McKinney, and Robert Marans.

Members Absent: JoAnn McCollum, Sue Shink, Robert Joerg, and Evan Pratt

Staff Present: Coy Vaughn, Director; Meghan Bonfiglio, Deputy Director; Jason Brooks, Manager of Finance and Administration

Special meeting held to consider items originally appearing on the August 9, 2022 regular meeting agenda but held due to lack of a quorum.

1. Call to Order

Ms. Scribner called the meeting to order at 10:30 a.m. with the Pledge of Allegiance. She explained that the purpose of this special meeting was to act on the agenda items from the August 9th regular meeting since there was not a quorum present at that meeting.

2. Pledge of Allegiance

3. Public Comment

None

4. Consent Agenda

A. Approval of the Minutes

I. June 14, 2022 Meeting

Moved by Mr. Ezekiel, seconded by Ms. McKinney to approve the minutes of the June 14, 2022 meeting. All ayes, the motion was approved.

B. Communications, Projects & Activities

Moved by Mr. Ezekiel, seconded by Ms. McKinney to accept and file the Communications, Projects & Activities for the months of June and July, as submitted. All ayes, the motion was approved.

C. Financial & Recreation Reports – June & July 2022

Moved by Mr. Ezekiel, seconded by Ms. McKinney to approve and file the Financial Reports and the Recreation Reports for the months of June and July, as submitted. All ayes, the motion was approved.

D. Old Business

I. Phase II Concessions Project at Rolling Hills

Moved by Mr. Ezekiel, seconded by Ms. McKinney to award a service contract in the amount of \$433,900 to Laux Construction, LLC, and include presented alternate #1 in the amount of \$36,000 for a total contract price of \$469,000 and to approve an additional 10% contingency, up to an additional \$46,990, for potential change orders. All ayes, the motion was approved.

E. New Business

I. Toro Equipment Package – Pierce Lake Golf Course

Moved by Mr. Ezekiel, seconded by Ms. McKinney to authorize the purchase of Toro turf equipment in the fall of 2023 in the amount of \$663,117.75 and authorize staff to amend the 2023 budget. All ayes, the motion was approved.

5. Commissioners / Directors Comments

Ms. Bobrin commented that County Farm Park looks beautiful.

6. Adjournment

It was moved by Ms. Bobrin and seconded by Mr. Jefferson to adjourn the meeting. All ayes, the motion was approved.

The meeting was adjourned at 10:35 a.m.



Washtenaw County Parks and Recreation Commission

MINUTES OF MEETING

Date: August 9, 2022

Time: 2:00 p.m.

Location: Washtenaw County Learning Resource Center, 4135 Washtenaw Ave., Ann Arbor, MI

Members Present: Janis Bobrin, WCPARC Vice President; Dan Ezekiel, Secretary; Brenda McKinney, JoAnn McCollum, and Evan Pratt.

Members Remote: Patricia Scribner, WCPARC President, Robert Marans

Members Absent: Ricky Jefferson, Robert Joerg, Sue Shink

Staff Present: Coy Vaughn, Director; Meghan Bonfiglio, Deputy Director; Ginny Leikam, Superintendent of Park Planning and Natural Areas; Jason Brooks, Manager of Finance and Administration (attending remotely); Brian Klender, Golf Course Manager; Ann Ziolkowski, Communications Manager; Hannah Cooley, Management Analyst; David Ries, Park Planner.

1. Call to Order

Ms. Bobrin called the meeting to order at 2:09 p.m. with the Pledge of Allegiance. She explained that since there was not a quorum present for the meeting there would be no votes taken on action items. The Commission will hold a subsequent special meeting where action will be taken on agenda items requiring a vote.

2. Pledge of Allegiance

3. Approval of Minutes - Reviewed

The minutes of the June 14, 2022 regular meeting were included with the agenda material.

4. Public Comment

No public comment.

5. Communications, Projects & Activities

Director Vaughn reported on the June/July communications which were included in the packet and provided a presentation summarizing the projects, programs, and events for the past two months.

Commissioner Bobrin complimented the BHB staff on the positive feedback from a patron.

Commissioner Ezekiel asked if the B2B Trail segment between Zeeb – Delhi has been awarded.

Director Vaughn stated the bid was accepted and awarded on May 6.

Commissioner McKinney inquired about the date of the Playground Camp picnic. Specialist Cooley stated the date is Thursday, August 18th, and staff would send out the invite to the Commission.

6. Financial & Recreation Reports – June/July 2022

A. Financial Reports

Mr. Brooks reported on the financials and stated that the total for the claims for the month of June and July was \$1,845,690.35.

B. Recreation Reports

Mr. Brooks presented the Recreation Reports for the month of June/July 2022 for all park facilities. He noted that annual vehicle passes are up 63% since 2019. He also pointed out the significant increase in revenue at Rolling Hills Water Park for the month of June and July.

7. Old Business

A. Rolling Hills Concession Project Phase II

Mr. Ries provided an overview of Phase II of the concession project at Rolling Hills. Due to the disrepair of the roof and grill itself, Phase II consists of replacing the existing grill structure that has not been utilized in recent years, which has created a loss of revenue for the park. Proposed plans include a new grill structure that meets all applicable codes and needs of park staff. Plans also incorporate a series of alternates that includes shade structures and picnic pavilions for patrons to utilize and enjoy. The new grill structure (base bid) was estimated by JFR Architects at \$298,872. Construction is expected to begin mid-September of this year and be completed by May 1, 2023, to not disrupt concession operations and provide full access to the Waterpark for our patrons. Staff requested bids for this Project through the State of Michigan cooperative purchasing program known as MiDeal. MiDeal allows Michigan municipalities and other agencies to buy goods and services from vetted state vendors.

Laux Construction LLC, out of Mason, MI, was the only firm to bid on the project. After conducting a careful investigation into the Bidder and their bid, staff recommended that the Washtenaw County Parks and Recreation Commission award a Service Contract in the amount of \$433,900 to Laux Construction LLC for this project and include Alternate #1 in the amount of \$36,000 for a Total Contract Price of \$469,900. An additional 10% (\$46,990) was recommended for contingency.

Commissioner Ezekiel asked if there's any plan to reduce concession waste. Deputy Director Bonfiglio stated that zero waste efforts began in 2019. Commissioner Pratt inquired about the shade structures and if we really need them, why not include them as part of this project. Mr. Ries is planning to re-evaluate the shade structures and agreed that they should be included.

Other Old Business

None.

8. New Business

A. Pierce Lake Golf Course - Toro Equipment Package

Brian Klender, Golf Course Manager, provided an overview of turf equipment. After evaluating the needs of Pierce Lake Golf Course and assessing the proposals featuring the proprietary equipment offered by each vendor, staff reached the conclusion that buying, rather than leasing, turf equipment best aligns with capabilities afforded by the new staffing structure. Outright purchase of turf equipment also provides WCPARC with the flexibility to either trade-in or continue using equipment at the end of a timeframe of our choosing. The manufacturer of the equipment best suited to the needs of Pierce Lake Golf course, as determined by staff using criteria cited above, is Toro and, if approved by the Commission, would be purchased through the Toro regional sole distributor, Spartan Distributors. The total cost of turf equipment for Pierce Lake Golf Course, inclusive of OMNIA cooperative purchasing discounts, is \$663,177.75. Budget impact would be experienced in 2023, resulting in a planned use of fund balance of \$663,178. The expenditure budget for Pierce Lake Golf Course would subsequently be reduced in years 2024 – 2028 by approximately \$87,500 annually.

Commissioner Ezekiel inquired if electric mowers were an option. Mr. Klender responded that the technology is starting to come out for large farm equipment and that he expects our fleet could be electric in 10 years. Commissioner McKinney complimented Mr. Klender on moving from leasing to purchasing the equipment.

B. Other New Business

None.

9. Commissioners/Directors Comments

Director Vaughn gave an update on the 50th Anniversary planning (2023) and asked if any commissioners are interested in being involved in the committee planning. Commissioners Maren and Bobrin both expressed interest.

Director Vaughn shared that Diane Carr, Superintendent at Meri Lou Murray Recreation Center, is putting together a Pickleball training lesson if any Commissioners would like to attend. He will let them know the date.

Commissioner Ezekiel complimented the MLM staff stating how welcoming they are every time he's there.

It was determined by the Commissioners present and those attending virtually to hold the Special Meeting on Monday, August 15, at 10:30AM to vote on the action items from this meeting.

10. Adjournment

The meeting was adjourned at 3:15 p.m.