



Washtenaw County Parks and Recreation Commission

NOTICE OF MEETING

Date: November 14, 2023

Time: 2:00 p.m.

Location: Pierce Lake Golf Course Clubhouse, 1175 S. Main St., Chelsea, MI 48118

AGENDA

- 1. Call to Order / Moment of Silence**
- 2. Pledge of Allegiance**
- 3. Joint Session with Washtenaw County Road Commission: Revenue Whitepaper Discussion**
- 4. Approval of the Minutes**
 - A. October 10, 2023 Meeting (attached, pp. 1-5/action item)
- 5. Public Comment**
- 6. Communications, Projects & Activities** (attached, pp. 6-14/action item)
- 7. Consent Agenda**
 - A. Parks Millage Renewal Resolution (attached, p. 15/action item)
 - B. Wetland Mitigation – M-52 B2B Trail Project (attached, pp. 16-17/action item)
 - C. Underwood Trust Distribution (attached, p. 18/action item)
 - D. Phase III – Rolling Hills Concessions Project (attached, pp. 19-20/action item)
 - E. B2B – Engineering Services: Barton Dam to Maple Road (attached, pp. 21-22/action item)
- 8. Financial & Recreation Reports – October 2023**
 - A. Claims Report (attached, p. 23/action item)
 - B. Fund Balance Reports (attached, pp. 24-25/action item)
 - C. Recreation Reports (attached, pp. 26-32/action item)
- 9. Old Business**
 - A. NAPP – Haynes Property Final Approval (attached, pp. 33-36/action item)
 - B. Connecting Communities Project Awards (attached, pp. 37-38/action item)
 - C. Other Old Business
- 10. New Business**
 - A. Meri Lou Murray Recreation Center Fee Modifications (attached, pp. 39-40/action item)
 - B. Other New Business
- 11. Commissioners / Directors Comments**
- 12. Adjournment**

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Washtenaw County Parks and Recreation Commission

MINUTES OF MEETING

Date: October 11, 2023

Time: 2:00 p.m.

Location: Rolling Hills County Park, Lodge Building, 7660 Stony Creek Rd, Ypsilanti, MI 48197

Members Present: Patricia Scribner, WCPARC President; Janis Bobrin, Vice President; Dan Ezekiel, WCPARC Secretary, Robert Joerg, Robert Marans, JoAnn McCollum, Evan Pratt, Yousef Rabhi, and Katie Scott

Members Absent: Brenda McKinney

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; Ann Ziolkowski, Communications Manager; Rhonda Bouma, Superintendent of Rolling Hills; Jeff Miller, Park Manager; Nick Sekerak, Park & Facility Supervisor; Brian Klender, Golf Course Superintendent; Peter Sanderson, Project Manager; Kira Macyda, Park Planner.

Others Present: Bob Grese

1. Call to Order

Ms. Scribner called the meeting to order at 2:01 p.m.

2. Pledge of Allegiance

3. Approval of Minutes

The minutes of the September 11, 2023 regular meeting were included with the agenda material.

It was moved by Ms. McCollum seconded by Mr. Pratt, to approve the minutes of the September 11, 2023; regular meeting as amended. All ayes, the motion was approved.

4. Public Comment

None.

5. Communications, Projects & Activities

Mr. Vaughn reported on the communications, projects, and activities for the month of September 2023. Mr. Sanderson provided an update on a variety of B2B projects, including the Barton-Bandemer Tunnel, MDOT/Amtrak, and MDOT fencing.

It was moved by Mr. Marans, seconded by Ms. McCollum, to receive and file the Communications, Projects & Activities for the month of September 2023, as submitted. All ayes, the motion was approved.

A. Resolution of Appreciation – Bob Grese

Staff provided background on Bob Grese's 12 years of service to NATAC. He began his tenure on NATAC in 2011 to share his expertise in landscape architecture and planning. With his leadership, an additional 5,000 acres have been purchased as nature preserves or preserved through the purchase of conservation easements through Washtenaw County and its partners.

It was moved by Marans, seconded by Pratt, to approve the resolution recognizing Bob Grese for his years of volunteer service to NATAC. Roll call vote, 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

6. Financial & Recreation Reports – September 2023

A. Claims Report

Mr. Brooks reported on the financials and stated that the total for the claims for the month of September 2023 was \$1,255,254.88.

It was moved by Mr. Ezekiel, seconded by Mr. Rabhi, to approve the claims for the month of September 2023 as submitted. Roll call vote, 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

B. Fund Balance Reports

Mr. Brooks provided an update on the Parks fund and Natural Areas Funds along with the fund balance status for each through September 30, 2023.

It was moved by Mr. Marans, seconded by Ms. Bobrin, to receive and file the financial reports for September 2023 as submitted. All ayes, 1 absent (McKinney), the motion was approved.

C. Recreation Reports

Mr. Brooks presented the Recreation Reports for the month of September 2023. He also provided a comparison of revenue received through September 30 for both 2022 and 2023.

It was moved by Mr. Pratt, seconded by Mr. Ezekiel, to receive and file the Recreation Reports for the month of September 2023. All ayes, 1 absent (McKinney), the motion was approved.

7. Old Business

A. NAPP – Russell Property Final Approval

Ms. Leikam was happy to present the recommendation to purchase the J. Russell Property located in Scio Township. Staff have been working to acquire this property since it was originally nominated in 2016. The 12.5-acre property contains forests, prairies, and wetlands and has views of nearly a half-mile along the Huron River on Barton Pond.

It also has the potential to be accessed by a future segment of the Border-to-Border Trail, running parallel to the railroad corridor. This section is in preliminary concept phase to explore possible alignments and environmental assessments are underway. This portion of the property will be purchased with Parks funds, as previously done with other acquisitions.

In 2021 a survey and Phase I environmental site assessment report was completed, noting no Recognized Environmental Conditions (RECs). The City of Ann Arbor has committed 50% purchase price towards the purchase.

It was moved by Mr. Ezekiel, seconded by Mr. Joerg, to authorize the fee simple purchase of the John Russell property in the amount of \$460,000, with \$40,480 (1.1 acres) from the Parks funds and \$189,520 from NAPP funds and with anticipated reimbursement of \$230,000 from the City of Ann Arbor Greenbelt, contingent upon attorney review of final closing documents; including an additional \$6,000 contribution to the stewardship special revenue fund. Roll call vote, 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

B. Other Old Business

None.

8. New Business

A. NAPP – VanBuhler Property

Ms. Leikam presented the 12-acre VanBuhler property currently which is adjacent to the existing Whitmore Lake Preserve. The VanBuhler property includes additional marshes and open water habitat that extend the extensive wetland system currently protected in Whitmore Lake Preserve. The pond on the VanBuhler property includes a rich diversity of native wetland plant species, with NATAC members noting plants indicating of bog habitat. A conservation easement across this property will protect this pond from future development that would be detrimental to these communities.

The property was appraised in August 2023 and identified a conservation easement value of \$89,000. Ms. Leikam shared that NATAC reviewed the appraisal at their October 2, 2023, meeting and recommended moving forward with the preservation of the property, due to its adjacency to existing preserve, and quality of the land mentioned above.

Mr. Rabhi raised the question about preserving old farm fields and if that is the highest quality land for NAPP to focus efforts. He expressed his interest in a future update on the current NAPP outreach strategy at a future commission meeting.

It was moved by Mr. Rabhi, seconded by Ms. Scott, to authorize a sales contract for the purchase of a conservation easement on the VanBuhler property in the amount of \$89,000, contingent upon completion of all necessary due diligence investigation and final approval of the Washtenaw County Parks and Recreation Commission. All ayes, 1 absent (McKinney), the motion was approved.

B. Plunge Peak

Mr. Miller, Park & Facility Manager at Rolling Hills County Park, provided an overview of the maintenance and repair work needed for the Plunge Peak water slides. Originally installed in 2013, the Plunge Peak slides have seen 10 years of use, with over 1 million riders. The industry standard for applying new gel coating is once every 10 years. He shared that several fiberglass defects were identified during a recent annual inspection by the State of Michigan that require repair. Additional repairs include recaulking to keep the seams from leaking and corroding. The gel coating, fiberglass repair and caulking of the seams is best done all at the same time and will ensure another 10 years of use for Plunge Peak.

On August 26, 2023, the Washtenaw County Purchasing Division, on behalf of Washtenaw County Parks and Recreation, issued RFP #8495 and received three bids for this project. Mr. Miller shared that staff was recommending Slide Guys Restoration based on their past experience working at Rolling Hills Waterpark, recommendations from past projects and proximity to the park.

It was moved by Mr. Marans, seconded by Mr. Rabhi, to award a contract for RFP 8495 to Slide Guys Restoration in the amount of \$88,032. Roll call vote, 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

C. Waterworks Replacement

Ms. Bouma, Rolling Hill County Park Superintendent, explained that the Water Works feature adjacent to the wave pool, originally installed in 1991, has a leak in the 6" underground line that feeds this feature. Due to the leak, this feature has not been in operation since 2020. She stated that during start-up of 2021, a major leak was discovered in the feed line, rendering the feature unusable. Sonic leak detection was used to narrow down the approximate location of the leak.

Additionally, Ms. Bouma explained that the base of the Water Works feature has been submerged in chlorinated water during operation, causing continuous flaking and rusting. Over the years, this feature has been refurbished numerous times and will ultimately become structurally compromised due to thinning of materials. She explained that the Water Works feature is proposed to be replaced with a large mushroom dome from Aquatix, which is the same manufacturer of the recently installed Sprayground features.

On August 26, 2023, the Washtenaw County Purchasing Division, on behalf of Washtenaw County Parks and Recreation, issued RFP #8494 and received two bids for this project. Ms. Bouma shared that staff is recommending the low bidder, Building Fun (MRC). She added that staff have had positive past experiences with MRC during the construction and installation of the water park's dry playground and Sprayground.

It was moved by Mr. Joerg, seconded by Mr. Rabhi, to award the contract for RFP 8494 to Building Fun (MRC) in the amount of \$80,685 which includes a 10% contingency. Roll call vote, 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

D. Golf Cart Purchase

Mr. Klender, Pierce Lake Golf Course Superintendent, explained that after four years of service the current fleet of 65 electric E-Z-Go lithium elite carts have reached the end of their warranty period. Staff is recommending the purchase of 72 lithium elite carts to replace the current fleet and ensure that the whole fleet is powered by the lithium batteries.

Mr. Klender shared that the current fleet also has the highest trade in value that E-Z-Go will provide (\$3,050 per cart) and that each year we wait to replace the fleet we would get less trade in value per cart. The purchase of the new fleet of carts will be through a Washtenaw County approved purchase program which has been competitively bid and is in alignment with Washtenaw County procurement procedures. Delivery of the carts will take place prior to March 31, 2024. He explained that the total cost for a fleet of 72 golf carts is \$379,550 which includes a \$21,600 rebate and a \$198,250 trade-in value of the current 65 cart fleet.

It was moved by Mr. Ezekiel, seconded by Mr. Marans, to authorize purchase of seventy-two (72) E-Z-GO RXV lithium golf carts at a price of \$379,550 and to amend the 2024 Parks Fund Budget to account for the purchase. Roll call vote, 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

E. Connecting Communities – Initial Overview

Ms. Macyda presented the applications that were received for the 2024 round of Connecting Communities funding. She added that there is typically \$600,000 allocated to the program each year; \$100,000 for planning and engineering and \$500,000 for construction. This year, there is \$98,640 available for planning and engineering and \$500,000 for construction. She explained that applications were received from four submittals, with a total ask of \$71,000 for planning and engineering and \$800,000 for construction projects. The applications will be placed on the November Commission agenda for final action and allocation of the funds.

F. Millage Updates

Mr. Vaughn provided a brief overview of the Road and Trails Millage. He explained the allocation of funds for trail projects and what projects were completed in the last four years. He presented a resolution of support for the Board of Commissioners to place the millage on the ballot for renew and restore.

It was moved by Mr. Ezekiel, seconded by Ms. McCollum, to approve the resolution to place the 2025-2028 Road and Non-Motorized millage on the ballot for 2024. 9 ayes, 0 nays, 1 absent (McKinney), the motion was approved.

G. Other New Business

None.

9. Commissioners / Directors Comments

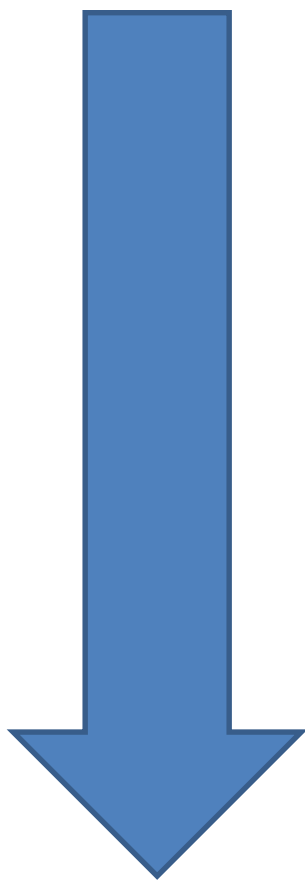
None.

10. Adjournment

It was moved by Mr. Rabhi, seconded by Ms. Scott, to adjourn. All ayes, the motion was approved.

The meeting was adjourned at 4:18 PM.

Communications, Projects & Activities



OCTOBER 2023 NEWS COVERAGE

SunTimes - Embracing Autumn at Nan Weston Nature Preserve, 10/13/23 -

<https://thesuntimesnews.com/g/chelsea-mi/n/219581/embracing-autumn-nan-weston-nature-preserve>

mLive - 10 nature areas to take in Washtenaw County's fall color before it's gone,

10/28/23 - <https://www.mlive.com/news/ann-arbor/2023/10/10-nature-areas-to-take-in-washtenaw-countys-fall-color-before-its-gone.html>



Digital Report - October 2023

This monthly report will highlight our social media outreach, website analytics, newsletters, items in the news, and recent snapshots around the parks.

Monthly comparisons will be used to track data and improve our outreach.

Useful definitions for this report

Impressions

A Facebook metric related to the visibility of our posts is referred to as impressions. Impressions measure the number of times our posts were seen. That includes if one post was seen multiple times by a single user.

Engagement

Engagement measures the number of times someone took action on our posts. That could mean clicking a link, sharing our post, making a reaction or leaving a comment.



Digital Report - October 2023

SOCIAL MEDIA

facebook

Blue Heron Bay

Monthly Impressions

This Month	Last Month	Last Year
1,563	5,563	1,554

Total Post Engagement

This Month	Last Month	Last Year
27	113	6

facebook

Independence Lake

Monthly Impressions

This Month	Last Month	Last Year
19,731	39,531	15,109

Total Post Engagement

This Month	Last Month	Last Year
974	2,087	721

facebook

Meri Lou Murray

Monthly Impressions

This Month	Last Month	Last Year
5,811	4,012	2,811

Total Post Engagement

This Month	Last Month	Last Year
189	141	50

facebook

Pierce Lake

Monthly Impressions

This Month	Last Month	Last Year
9,082	19,013	3,909

Total Post Engagement

This Month	Last Month	Last Year
875	1,238	127

facebook

Rolling Hills

Monthly Impressions

This Month	Last Month	Last Year
109,207	87,087	

Total Post Engagement

This Month	Last Month	Last Year
7,054	5,390	

facebook

WCPARC

Monthly Impressions

This Month	Last Month	Last Year
27,388	21,370	9,731

Total Post Engagement

This Month	Last Month	Last Year
1103	848	311

Instagram

Rolling Hills

Total Followers

This Month	Last Month	Last Year
1,320	1,317	987

Top Post - Trek or Treat

How many people reacted to posts

This Month	Last Month	Last Year
38	44	31

Instagram

WCPARC

Total Followers

This Month	Last Month	Last Year
3,276	3,246	2,383

Top Post - Fall video

How many people reacted to posts

This Month	Last Month	Last Year
91	56	110



Digital Report - October 2023

Facebook/Instagram - Top Posts

WCPARC Post



197 views

Rolling Hills Post



Rolling Hills County Park

Oct 7 · 🌐

What. A. Day. You all braved the wind chill and made this year's Trek or Treat so fun! The costumes were amazing 🎃



👍❤️ 73

6 comments 2 shares



Digital Report - October 2023

Website, Newsletter, News

Website Statistics

washtenaw.org/parks

Total Page Visits	This Month	Last Month	. Last Year
	21,894	51,049	20,418

Meri Lou Murray Recreation Center Washtenaw County, MI https://www.washtenaw.org/497/Meri-Lou-Murray-Recreation-Center		4,719 21.6%	3,722 33.3%
Parks & Recreation Washtenaw County, MI https://www.washtenaw.org/288/Parks-Recreation		1,182 5.4%	933 8.3%
Swim Lessons Washtenaw County, MI https://www.washtenaw.org/2815/Swim-Lessons		760 3.5%	669 6.0%
Rolling Hills Water Park Washtenaw County, MI https://www.washtenaw.org/638/Rolling-Hills-Water-Park		713 3.3%	601 5.4%
Parker Mill County Park Washtenaw County, MI https://www.washtenaw.org/602/Parker-Mill-County-Park		598 2.7%	531 4.7%

Monthly Newsletter

WCPARC 48% open rate

Newsletter via MailChimp

Sent to	Opened	Clicks
15,918,	7,803	1.007

Newsletter non MailChimp

Sent to	Opened	Clicks
1,091	N/A	

Photography

Photo Ambassador Highlights

Sandhill Cranes taking in a peaceful sunset at Independence Lake County Park.

Image captured by Photo Ambassador Hallie Barkume.





Washtenaw County Parks and Recreation Commission

MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy P. Vaughn, Director
DATE: November 14, 2023
RE: Project and Activities Update – October 2023

Park Facility Events and Projects

Independence Lake

- Twenty-seven participants attended the Red Hawk Glow Disc Golf Tournament.
- Seven families and ten dogs participated in the “Halloween Dog Walk Costume Contest” on October 27. “Gabriel” dressed as a beach bum and won for a second time.
- Ten volunteers for stewardship activities totaled 43.5 hours worked in October.
- The second session of Fall Yoga began on 10/29.
- Maintenance staff continue with general fall cleanup and winterizing the park.
- Facility Condition and Assessment work for the Beach Center and Maintenance Building is nearly complete. Staff is planning to review the draft report this month. Staff also attended two (2) highly productive meetings with the Consultants to discuss proposed amenities at both the Beach Center and Maintenance Building areas for the schematic design portion of the project. Plans that address the needs of both visitors and staff is expected to be complete by the end of the year.

Meri Lou Murray Recreation Center

- The facility hosted its first-ever “Movie in the Park” on October 7. The cold and windy weather forced the event to move from County Farm Park to the recreation center gymnasium. Forty-seven participants attended and enjoyed games and face painting followed by the movie with popcorn, cider and donuts.
- For two weeks beginning on October 23, MLMRC allowed members of the Ann Arbor YMCA to utilize the facility while their pool was undergoing renovations.,
- YMCA pool renovations also displaced the Special Olympics training program. MLMRC is currently hosting twenty swimmers and coaches from the program to train in the pool for seven weeks.
- On October 29, the facility began a week of free group exercise classes. Twenty classes, including Zumba, Pilates, Cardio Drumming, and Judo were offered.

Rolling Hills Park

- 930 participants attended Trek or Treat on October 7. Guests were able to enjoy a 1.5-mile trail through the park, which included fourteen decorated stations and treats along the way.
- 78 dogs dressed up for the inaugural “Pawtober” event, which was held before Trek or Treat. Pups could walk the 1.5 mile decorated trail and were rewarded with treats at the end.
- Maintenance staff completed water park winterization.
- WC Glow hosted a Disc Golf Tournament on the OG Course on October 21.
- MOB Disc Golf hosted a Disc Golf Tournament on the OG course on October 29.

- Preparation for winter park operations have begun, including cross country ski trail mowing and sledding hill fencing.
- Staff issued and received two (2) quotes for the Phase III work at the Concessions area for adding shade canopies and rental pavilions. Quotes were garnered through Sourcewell, a County cooperative purchasing program vendor. If accepted, work shall commence in 2024.

Staebler Farm Park

- Staff continues to work closely with the architect and contractor to ensure that facility requirements are met in a timely manner and within budget. Nearly all permits have been approved and we have received a Certificate of Occupancy. Remaining punchlist items are being addressed by the Contractor. Staff is working with the Contractor on improving the water quality and electrical needs.
- Consultants from The Collaborative have submitted Design Development plans for the Farmhouse Renovation project. Staff have conducted their review of the plans from a QA/QC perspective along with investigating methods of reducing costs. Finish selections are in progress as well as developing plans for permitting agencies.

Special Initiatives

Border to Border Trail (B2B)

- Segment DAA3 (Zeeb Road to Delhi Metropark) – The contractor has completed a substantial portion of the site restoration and railing installation. Paving is anticipated to occur on a portion of the project in November. The contractor is still awaiting final Amtrak approval for the bridge lifting and installation plan. The project is anticipated to be completed next year.
- Segment CS2 (Wylie Road to Parker Road, in Lima Twp) – Concrete paving is complete for most of the project and work has begun to construct a short bridge over Mill Creek.
- Segment CS3 (N. Territorial to Boyce Rd in Lyndon Twp) – Grading, aggregate base installation and concrete paving is underway across the project. The work will be completed next year.
- Segment DAA7- Barton-Bandemer Tunnel and Trail:
 - o Engineering team has resubmitted plans to Amtrak and is addressing them.
 - o The City of Ann Arbor has received and reviewed construction proposals for the trail component that runs from Barton Dam, east, across the Barton Nature Area. The goal is to complete that portion of the trail ahead of a large construction project on Barton Dam, which would otherwise impact construction access for the B2B Trail.
- Engineering and permitting are in various stages for the following trail segments:
 - o Delhi Metropark to Wagner Road (Segment DAA4) – Permit review at Amtrak in process
 - o Dexter-Chelsea (Segment CD3) Mill Creek Park in Dexter

Natural Areas Preservation Program (NAPP)

Stewardship

- Hunters and volunteers with MDNR's Becoming an Outdoor Woman (BOW) program harvested five deer from River Raisin Preserve and two deer from Watkins Lake Preserve. The archery workshop was held at Sharon Mills County Park. Partners and participants were very pleased with the program.
- Hunters and volunteers with MiOFO harvested four deer, including a 10-point buck from Watkins Lake Preserve in October. They used the same stands and locations as the BOW hunters.
- Chelsea District Library hosted more than 75 visitors and volunteers to the annual "Not-to-Spooky Storybook Halloween" event at Baker Woods Preserve.
- Staff seeded eight acres at Lost Wagon Lake Preserve with seed provided by US Fish and Wildlife Service and utilizing the Washtenaw Conservation Districts no-till drill.
- Invasive plant removal occurred at Parker Mill, Rolling Hills, and County Farm parks.

- Watkins Lake State Park has installed a vault toilet at the entrance on Arnold Road.

Interpretive and Volunteer Programming

- 329 patrons attended programs, including public nature programs.
- In October, 99 volunteers engaged in 202 hours of volunteer activity. The primary activity focus was on stewardship at County Farm Park, Independence Lake, and across multiple preserves. As a pilot activity, the NAPP crew invited volunteers to participate in seed collection activities in prairie ecosystems, to advance restoration efforts and to diversify restoration programming beyond invasive species control.
- For the first time in several years, WCPARC held a volunteer appreciation event, the “Fall Community Gathering” on Tuesday October 17. Forty-five people attended the event, which included brief remarks, prizes, campfire s’mores (and other treats), lawn games, and a self-guided tour of restoration activities.

Other

- Staff continues to promote the Parks Commission’s 50th anniversary.
- Staff Master Planning team have begun regular meetings with representatives from PROS Consulting, Inc. Discussion items included the community engagement meetings and public input website development. The Community Needs Assessment and Commissioner, Staff, and Public engagement/outreach is planned to begin this fall.



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re Millage Renewal 2024

Background

The Washtenaw County Parks and Recreation Commission (WCPARC) was established by the Washtenaw County Board of Commissioners on August 1, 1973. The Parks Commission, which held its first meeting later that month, completed its first five-year parks and recreation plan in 1975. That plan, which was based on extensive survey data and considerable public input, outlined a strategy for developing a countywide system of parks and programs to meet the growing recreational needs of County residents. The recreation plan has been updated every five years since that time to reflect current interests, available resources and demographic trends. WCPARC relies on funding from voter approved millages to provide the resources to meet community needs.

In November of 1976, the Washtenaw County Board of Commissioners approved the submission to the voters of a one-quarter mill for ten years, for parks and recreation purposes including acquisition, development, maintenance and operation of park lands and recreational facilities for the benefit of Washtenaw County residents. This levy has subsequently been renewed by voters on the November general election in 1984, 1994, 2004, and 2014. The current request would seek a fifth renewal of the original WCPARC millage on November 5, 2024. The millage will expire in December 2026.

Recommendation

I request that the Washtenaw County Parks and Recreation Commission authorize staff to prepare and submit a Board Action Request and draft resolution seeking approval to place the renewal and restoration of the 10-year, $\frac{1}{4}$ mill levy on the November 5, 2024 ballot, for the purpose of acquiring, developing and maintaining parklands and operating recreation facilities for the benefit of Washtenaw County citizens.



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re: Authorization to Purchase Wetland Mitigation Credits in the Krummrey Wetland Bank

Background

The construction of the CS3 Segment of the B2B Trail roughly parallels M-52 in Lyndon Township from N. Territorial Road to Boyce Road (1.6 miles). The B2B Project generally parallels the roadway, which is built on an embankment. To blend the trail into the existing conditions, portions of the roadway embankment will be expanded and re-graded to accommodate the B2B Trail. Typically, the road embankment is expanded only by a few feet. Portions of the road embankment traverse a wetland, therefore, when the embankment is expanded there is a narrow wetland impact spread over a long linear distance.

No construction method for traversing a wetland is without impact but this approach works well for wetland edges because it avoids habitat fragmentation (concentrates impacted areas) and it substantially reduces project costs by not constructing expensive boardwalk, which both minimizes up front project cost and reduces future maintenance costs to the Commission.

Discussion

Across the 1.6-mile project, there are 0.2 acres of wetland impact. This work has been reviewed approved by EGLE through their permit process. EGLE has indicated that wetland mitigation is required for this project and the replacement ratio is 1.5:1 (meaning 0.24 acres will be mitigated). EGLE and Commission staff recommend that the best way to comply with this requirement is to purchase 0.24 acres of credits in a wetland mitigation bank. The mitigation bank is a created/restored wetland with the purpose of selling credits to offset project impacts such as these. They are legally protected and created in partnership with EGLE.

The most suitable mitigation bank for this project is the 64-acre Krummrey Wetland Mitigation Bank site, which is located near the project area in the southeast corner of Ingham County. The Krummrey site is within the Huron River Watershed and matches the Ecoregion for the B2B Trail project. Credits for this bank cost \$110,000 per acre and 0.24 acres of credits are needed, for a total recommended purchase of \$26,400.

Recommendation

It is my recommendation that the Washtenaw County Parks and Recreation Commission authorize the purchase of wetland mitigation credits in the Krummrey Wetland Bank \$26,400 in accordance with the EGLE permit for the CS3 B2B Trail Project.





Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re Underwood Trust Distribution

Background

On October 3, 2024, WCPARC was notified that we are the beneficiary of a portion of the Barbara Ann Underwood Trust. Ms. Underwood passed away on April 10, 2022. Specifically, the trust distribution identified the following:

The lesser of \$15,000 or two and two thirds percent (2.666%) to Washtenaw County Department of Parks and Recreation for use towards the Border-to-Border Trail project.

WCPARC is grateful for the thoughtful and generous gift from Ms. Underwood and will allocate the funds according to her wishes.

Recommendation

I request that the Washtenaw County Parks and Recreation Commission authorize staff to complete and return the Receipt and Consent form and provide the W-9 tax form in order to accept the trust distribution from the Barbara Ann Underwood Trust.



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re: Rolling Hills Waterpark – Phase III Concessions Improvements – Pavilions and Shade Canopies

Background

Opening in 1991, the Rolling Hills Waterpark welcomed guests with a large activities pool, a wave-action pool, two large waterslides, volleyball courts, and a bathhouse with associated staff offices. In 2002, the concessions building, the lazy river water feature, and adjacent spray structure amenities were added due to the overwhelming popularity of the original waterpark. The waterpark was again expanded in 2013 with the addition of two “plunge peak” waterslides, a new bathhouse, new ticket sales and entry gate plaza, and the Park Headquarters building. The 2013 expansion increased waterpark patron capacity to 2300 occupants, which resulted in higher demands on the operations of the Concessions building and timely food delivery levels.

Staff recognized that adjustments needed to be made to the concessions service delivery, both operationally and physically. In 2019, staff worked with the Consultant CHM to complete an analysis and feasibility study of renovations to the Rolling Hills concessions. They conducted an analysis of the existing space configurations, review of competitors, pricing, demands of food preparation, delivery, and clean-up processes, and overall “flow” of the building interior. CHM also incorporated input from employees on the facility layout to aid in preparing design alternatives to enhance the concession operations. In 2020, WCPARC staff engaged the architectural services of JFR Architects, in conjunction with staff input, to make the necessary modifications to enhance user experience and address existing issues with the demands of food preparation and delivery processes. From this analysis, JFR developed construction plans for the renovations of the Concession Building, replacement of the existing Grill Structure and the addition of a new shaded dining space and rentable pavilions for large groups. Phase I (Concession Building Renovation) was completed in 2022 and Phase II (New Grill Structure) was completed in 2023.

Discussion

Due to the overwhelming popularity of the new Grill Structure and renovated Concession Building, the designated dining areas near the Concessions Building are at or near capacity during weekends and peak days. Phase III consists of adding three (3) additional amenities to the Waterpark:

- Two (2) metal roof pavilions and concrete patios that can be rented for large group gatherings
- An additional paved dining area adjacent to Concessions Area that includes four (4) cantilevered shade canopies

In order to streamline the bidding process and ensure that the project will be completed on time by responsive Contractors, WCPARC staff requested bids for this Project through Sourcewell, a Washtenaw County Cooperative Purchasing Program vendor. This Cooperative Purchasing program has been approved and utilized by Washtenaw County Purchasing.

Beginning in September 2023, WCPARC staff sent Bid Documents (plans, specifications and product data) to two (2) Sourcewell Vendors, Midstates Recreation and Penchura, LLC for construction of the Phase III amenities. Midstates Recreation is headquartered in Ohio and will utilize a Contractor from Brighton, MI. Penchura, LLC is headquartered in Brighton, MI and will utilize a Contractor from Brighton, MI. Both Bidders responded with their respective bids:

Midstates Recreation: \$342,948.70
Penchura, LLC: \$380,423.40

In order to not disrupt concession operations and provide full access to the Waterpark for our patrons; the construction is expected to commence before the Waterpark season begins next year and be substantially complete by the end of 2024. Material and labor availability may cause the schedule to be altered.

Recommendation

After conducting a careful investigation into the Bidders and their bids and ensuring that all aspects of construction, including any permitting, survey work and engineering drawings were included; it is my recommendation that the Washtenaw County Parks and Recreation Commission award a Service Contract in the amount of \$342,948.70 to Midstates Recreation. I am requesting an additional 10% (\$34,294) contingency for potential change orders, bringing the total contract price to \$377,242.



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re: Engineering Services for the B2B Trail: Barton Dam to Maple Road

Background

In 2016, WCPARC completed a master planning process for the entire B2B Trail between Dexter and Ann Arbor (7.5 miles), which engaged numerous project partners, stakeholders, and the public. That process included engagement with the MDOT Office of Rail (MDOT OOR). The consultant team for that project was a partnership between ECT and Stantec (both of Ann Arbor). Additionally, the first segment to be constructed based on that plan from Dexter-Huron Metropark to Zeeb Road (Segment DAA2) was designed by Stantec and involved working directly with MDOT OOR and Amtrak to obtain engineering approvals.

Since then, work has been initiated on multiple additional segments of trail, including the connection into the City of Ann Arbor – the Barton Bandemer Tunnel and Trail project (anticipated 2024 construction). Immediately to the west of Barton Nature Area, extending to the Maple/Foster Bridge (1.45 miles), the planned trail alignment occupies a portion of the area between Huron River Drive and the MDOT/Amtrak Railroad. It has recently come to light that MDOT OOR has plans to construct a fence to prevent trespassing on the railroad right of way in that area. Unfortunately, the plans for the railroad fence and the planned B2B Trail conflict with each other. MDOT OOR, has agreed to work with the Commission and other local project partners to coordinate these two plans but they require detailed engineering plans in order to make informed decisions about their right of way.

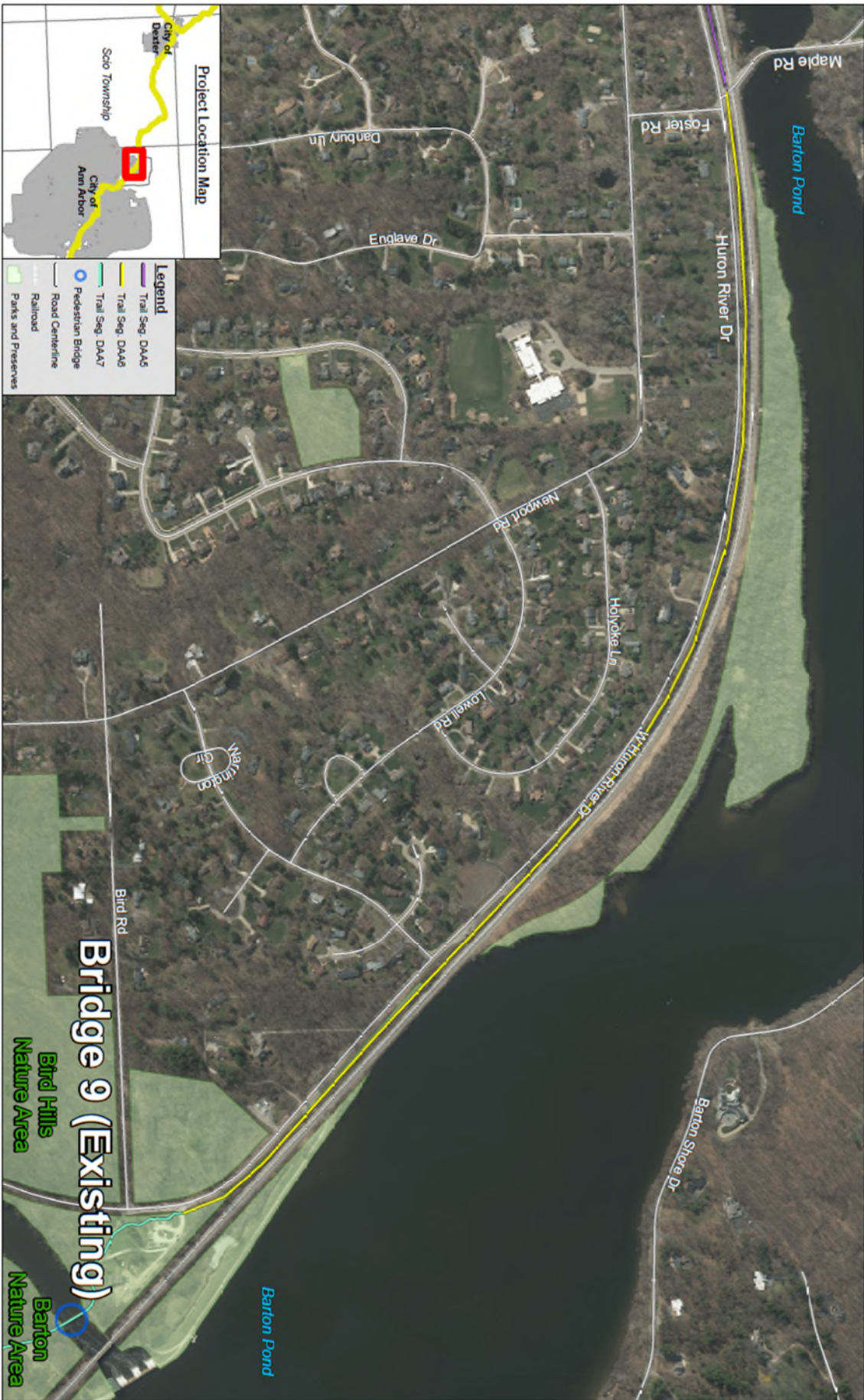
Discussion

Stantec Consulting (Ann Arbor) is one of the Commission's selected firms per the Professional Service Contracts RFP that was issued in 2022 and is the only one that has specific experience working along the proposed project corridor. Due to the timing, complexity, and railroad involvement of this project paired with the unique qualifications of the Stantec team regarding familiarity with the B2B Trail and working with the MDOT OOR, staff solicited a proposal from them to develop 30% level engineering plans. Work includes: survey, schematic design, public engagement, coordination with MDOT OOR and other municipal and local agency partners, and related work.

Additionally, this work can be used to support future grant funding applications for construction of this segment of trail. Once the construction phase of this project is eventually funded, the Commission will be asked for additional funding to complete the engineering and permitting process for this section of trail.

Recommendation

It is my recommendation that the Washtenaw County Parks and Recreation Commission award the engineering work to Stantec and authorize staff to issue a PO in the amount of \$94,620 for this project.



Border-to-Border Trail: Segment DAA6 (Maple to Barton Nature Area)



Washtenaw County Parks and Recreation Commission

October 2023 - Claims Report

PARK / FACILITY / FUNCTION	UTILITIES	DIRECT PURCHASES	OTHER	TOTAL
Administration	\$ 588.54	\$ 3,226.10	\$ 62,832.76	\$ 66,647.40
Recreation Center	12,756.59	4,634.59	33,115.20	50,506.38
Park Maintenance	476.12	7,602.52	2,268.71	10,347.35
Pierce Lake Golf Course	2,467.04	3,510.09	150,605.86	156,582.99
Independence Lake	3,052.95	1,595.03	3,921.99	8,569.97
Rolling Hills	4,275.77	9,333.20	12,015.09	25,624.06
Parker Mill	777.77	-	66.00	843.77
Sharon Mills	-	-	-	-
Staebler Farm	1,199.31	6,949.87	24,859.39	33,008.57
Swift Run Dog Park	-	-	-	-
Capital Improvement	-	-	-	-
Committed Funding Partnerships	-	-	-	-
Commission	-	-	-	-
SUBTOTAL	\$ 25,594.09	\$ 36,851.40	\$ 289,685.00	\$ 352,130.49
 Road Millage Fund	 -	 -	 378,162.46	 378,162.46
SUBTOTAL	\$ -	\$ -	\$ 378,162.46	\$ 378,162.46
 Natural Areas Preservation Program				
Acquisition	\$ -	\$ -	\$ 5,985.00	\$ 5,985.00
Preserve Management	-	4,896.33	4,403.12	\$ 9,299.45
NATAC	-	-	-	\$ -
Acquisition	\$ -	\$ -	\$ 16,089.00	\$ 16,089.00
Annual Monitoring	-	-	-	\$ -
ALPAC	-	-	-	-
SUBTOTAL	\$ -	\$ 4,896.33	\$ 26,477.12	\$ 31,373.45
 TOTAL	 \$ 25,594.09	 \$ 41,747.73	 \$ 694,324.58	 \$ 761,666.40

It was moved by _____ and supported by _____
to approve payment of claims in the amount of.....

\$ 761,666.40

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
FUND BALANCE STATEMENT - OCTOBER 31, 2023

Beginning Fund Balance (1/1/23)	14,586,961	83%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	9,130,705	9,629,053	105%	498,348
State Grant Funds	-	-		-
Fees & Services	3,635,000	4,457,744	123%	822,744
Interest Earnings	150,000	507,596	338%	357,596
Other Revenue & Reimb.	<u>545,315</u>	<u>321,916</u>	59%	<u>(223,400)</u>
Total Revenue	13,461,020	14,916,309	111%	1,455,289
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(6,960,950)	(6,332,332)	91%	628,618
Supplies & Other Services	(3,138,415)	(2,300,883)	73%	837,532
Internal Service Charges	(1,068,148)	(932,674)	87%	135,474
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(2,120,972)	68%	979,028
Contingency	(326,500)	(130,619)	40%	195,881
Machinery & Equipment	<u>(844,278)</u>	<u>(315,868)</u>	37%	<u>528,410</u>
Capital Subtotal	(4,270,778)	(2,567,459)	60%	1,703,319
Transfers Out	1,288,196	(364,113)		
Total Expense	<u>(14,150,095)</u>	<u>(12,497,460)</u>	88%	3,304,944
Surplus/(Deficit)	(689,075)	2,418,849		
Operating Reserve	(9,130,705)	(9,130,705)		
2023 Funding Commitments (Partnerships)	<u>(1,721,719)</u>	<u>(574,207)</u>		
	(10,852,424)	(9,704,912)		
Projected Fund Balance (12/31/23)	<u>12,176,167</u>	<u>17,005,810</u>		

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
NATURAL AREAS PRESERVATION PROGRAM
FUND BALANCE STATEMENT - OCTOBER 31, 2023

Beginning Fund Balance (1/1/23)	6,865,636	83%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	4,861,064	5,121,356	105%	260,292
Federal Revenue	-	-		-
Interest Earnings	50,000	263,455	527%	213,455
Other Revenue & Reimb.	<u>5,000</u>	<u>4,350</u>	87%	<u>(650)</u>
Total Revenue	4,916,064	5,389,161	110%	473,097
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(661,045)	(628,227)	95%	32,818
Supplies & Other Services	(349,738)	(169,971)	49%	179,767
Internal Service Charges	(25,721)	(66,142)	257%	(40,421)
Capital				
Land Acquisition	(2,550,000)	(1,455,067)	57%	1,094,933
Land Development	-	-		-
Machinery & Equipment	<u>(5,000)</u>	<u>(18,475)</u>	370%	<u>(13,475)</u>
Capital Subtotal	(2,555,000)	(1,473,543)	58%	1,081,458
Total Expense	<u>(3,591,504)</u>	<u>(2,337,883)</u>	65%	1,253,621
Surplus/(Deficit)	1,324,560	3,051,278		
Projected Fund Balance (12/31/23)	<u>8,190,196</u>	<u>9,916,914</u>		

**ROLLING HILLS COUNTY PARK
YEAR-TO-DATE PARTICIPATION & REVENUE REPORT
OCTOBER**

	GATE									
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
RESIDENT (ANNUAL)	1,483	1,129	2,138	2,148	1,961	\$ 40,650	\$ 33,870	\$ 64,140	\$ 64,440	\$ 58,830
NON-RESIDENT (ANNUAL)	176	93	207	284	290	6,750	4,185	9,315	12,780	13,050
RESIDENTS (DAILY)	12,618	3,476	9,163	12,984	11,896	75,708	20,856	54,978	77,902	71,377
NON-RESIDENTS (DAILY)	18,818	1,488	8,598	21,165	20,735	188,180	14,880	85,980	211,646	207,353
SENIOR (DAILY)	891	186	527	709	701	2,673	558	1,581	2,127	2,103
SENIOR NON-RES. (DAILY)	620	27	261	520	564	3,720	162	1,566	3,120	3,384
BUSES (DAILY)	132	-	4	80	97	3,960	-	120	2,400	2,910
ANNUAL BUS	-	-	-	2	2	-	-	-	300	300
MINI BUS	44	1	4	30	62	660	15	60	450	930
ANNUAL MINI BUS	-	-	-	-	-	-	-	-	-	-
	<u>34,782</u>	<u>6,420</u>	<u>20,907</u>	<u>37,921</u>	<u>36,168</u>	<u>\$ 322,301</u>	<u>\$ 74,626</u>	<u>\$ 217,765</u>	<u>\$ 375,165</u>	<u>\$ 360,237</u>

PERCENT OF NON-RESIDENTS:

ANNUAL	10.61%	7.61%	8.83%	11.68%	12.88%
DAILY	59.00%	29.26%	47.76%	61.30%	62.84%

WATER PARK POOL ATTENDANCE

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
DAILY ENTRANCE	<u>123,297</u>	<u>4</u>	<u>38,778</u>	<u>106,244</u>	<u>99,604</u>	<u>\$1,039,714</u>	<u>\$ 48</u>	<u>\$ 402,006</u>	<u>\$1,209,698</u>	<u>\$1,171,941</u>
	123,297	4	38,778	106,244	99,604	\$1,039,714	\$ 48	\$ 402,006	\$1,209,698	\$1,171,941

PROGRAMMING & RETAIL OPERATIONS

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
DAYCAMP	1,941	-	1,759	2,913	159	\$ 52,405	\$ -	\$ 47,485	\$ 78,648	\$ 98,497
AQUATICS PROGRAMMING	726	-	1,453	-	-	2,731	-	4,952	-	-
RIVERWALK	-	-	-	3,514	3,565	-	-	-	11,996	11,800
DISC GOLF	2,262	2,682	2,901	3,016	1,323	8,818	5,364	5,802	6,032	5,682
SPECIAL EVENTS	<u>3,429</u>	<u>849</u>	<u>1,756</u>	<u>2,142</u>	<u>2,079</u>	<u>32,220</u>	<u>8,852</u>	<u>19,756</u>	<u>18,782</u>	<u>20,601</u>
	8,358	3,531	7,869	11,585	7,126	\$ 96,174	\$ 14,216	\$ 77,995	\$ 115,457	\$ 136,580

**ROLLING HILLS COUNTY PARK
YEAR-TO-DATE PARTICIPATION & REVENUE REPORT
OCTOBER**

PROGRAMMING & RETAIL OPERATIONS (cont'd)

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
FACILITY RENTALS										
WEEKDAYS	26	2	44	47	38	\$ 2,543	\$ 40	\$ 4,505	\$ 4,805	\$ 3,910
WEEKENDS	156	16	150	181	166	17,262	1,335	19,650	23,600	21,160
SOCCER FIELDS	5,289	192	192	592	3	15,200	550	550	1,700	7,340
DISC GOLF COURSE	-	-	10	14	15	-	-	950	1,300	1,550
	<u>5,504</u>	<u>210</u>	<u>396</u>	<u>834</u>	<u>222</u>	<u>\$ 36,245</u>	<u>\$ 1,925</u>	<u>\$ 25,655</u>	<u>\$ 31,405</u>	<u>\$ 33,960</u>
TOBOGGANS	229	-	760	535	202	\$ 687	\$ -	\$ 2,280	\$ 2,675	\$ 2,020
CROSS COUNTRY SKIS	177	-	936	512	258	531	-	2,808	2,560	2,580
MISC. RETAIL	-	-	-	2	-	-	-	-	10	-
	<u>406</u>	<u>-</u>	<u>1,696</u>	<u>1,049</u>	<u>460</u>	<u>\$ 1,218</u>	<u>\$ -</u>	<u>\$ 5,088</u>	<u>\$ 5,245</u>	<u>\$ 4,600</u>
LOCKERS	23,002	-	5,420	24,894	21,664	\$ 5,751	\$ -	\$ 1,355	\$ 6,224	\$ 5,416
FOOD CONCESSIONS	113,264	-	42,038	100,383	96,577	226,386	-	80,216	244,395	286,211
MISCELLANEOUS	596	-	299	1,241	1,419	3,198	-	1,738	14,068	20,271
GIFT CERTIFICATE SALES	39	3	1	4	23	411	428	65	372	2,366
	<u>136,901</u>	<u>3</u>	<u>47,758</u>	<u>126,522</u>	<u>119,683</u>	<u>\$ 235,745</u>	<u>\$ 428</u>	<u>\$ 83,374</u>	<u>\$ 265,058</u>	<u>\$ 314,264</u>
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
YTD TOTAL PARTICIPATION & REVENUE:	309,248	10,168	117,403	284,155	263,263	\$1,731,397	\$ 91,243	\$ 811,883	\$2,002,029	\$2,021,582

RECREATION CENTER YEAR-TO-DATE PARTICIPATION & REVENUE REPORT OCTOBER

MEMBERSHIPS

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
INDIVIDUAL RESIDENT	867	358	721	635	795	\$180,878	\$ 64,891	\$ 72,638	\$140,316	\$179,548
INDIVIDUAL NON-RESIDENT	19	5	4	12	7	5,875	2,060	1,074	4,415	2,438
S/Y/D RESIDENT	1,171	458	418	670	874	194,502	73,762	69,727	124,916	162,994
S/Y/D NON-RESIDENT	3	3	-	5	7	790	788	-	1,401	1,966
FAMILY RESIDENT	249	135	101	153	196	91,416	33,574	28,360	55,000	81,270
FAMILY NON-RESIDENT	2	1	1	-	1	1,480	735	767	-	882
FAMILY - ADDT'L MEMBER	14	11	4	1	6	858	427	171	75	450
SENIORS OVER 80	356	130	169	245	908	21,330	7,490	10,401	16,385	13,505
PERSONAL TRAINERS	15	1	4	3	4	4,860	303	1,075	1,325	1,925
MILITARY PASS	3	2	2	12	20	360	180	390	2,622	4,454
30-DAY PASS	679	401	709	446	502	29,262	17,206	31,836	24,875	29,379
SEASONAL PASS	126	-	-	-	-	9,920	-	-	-	-
REPLACEMENT PASS	-	35	8	3	4	-	35	8	3	4
SUB-TOTAL	3,504	1,540	2,141	2,185	3,324	\$541,530	\$201,450	\$216,446	\$371,333	\$478,815
PASS FACILITY USE	144,319	48,607	88,598	117,164	118,282					
PERCENT OF NON-RESIDENTS:	1.04%	0.94%	0.40%	1.15%	0.80%					

DAILY ENTRIES

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
INDIVIDUAL RESIDENT	7,343	2,552	166	2,417	4,032	\$ 58,744	\$ 20,416	\$ 1,498	\$ 23,368	\$ 40,320
INDIVIDUAL NON-RESIDENT	804	212	37	230	354	7,236	1,908	369	2,614	4,248
S/Y/D RESIDENT	6,737	2,122	200	1,960	4,147	40,422	12,732	1,400	16,055	32,879
S/Y/D NON-RESIDENT	288	105	10	566	156	2,016	735	82	6,584	1,318
INDIVIDUAL FITNESS RESIDENT	195	46	1	37	662	1,208	264	8	222	3,888
INDIVIDUAL FITNESS NON-RESIDENT	-	-	-	-	-	-	-	-	-	-
SENIOR FITNESS RESIDENT	516	129	-	83	966	2,825	756	-	415	4,975
SENIOR FITNESS NON-RESIDENT	16	3	-	-	-	35	14	-	-	-
DAILY PASS/GIFT CERTIFICATE SALES	-	75	1	1	100	3,606	450	245	10	600
SUB-TOTAL	15,899	5,244	416	5,294	10,417	\$116,092	\$ 37,275	\$ 3,602	\$ 49,268	\$ 88,228
PERCENT OF NON-RESIDENTS:	6.97%	6.19%	11.37%	15.04%	0.00%					

RECREATION CENTER YEAR-TO-DATE PARTICIPATION & REVENUE REPORT OCTOBER

		OTHER REVENUE									
		2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
DAYCAMP		3,299	23	13	2,763	133	\$ 89,077	\$ 630	\$ 360	\$ 74,590	\$ 77,066
RECREATION PROGRAMS		32,143	8,592	25,081	19,151	23,778	163,411	29,042	64,538	144,478	180,462
FACILITY RENTALS	POOL/STUDIO/GY	226	106	100	-	-	5,432	2,554	2,400	-	-
	PARTY PAVILION	-	-	-	-	-	-	-	-	-	-
MISC. RETAIL		368	90	91	15	121	9,973	2,526	2,915	85	3,618
LOCKERS		27,427	9,068	3,720	8,632	10,292	6,857	2,267	930	2,158	2,573
VENDING		-	-	-	-	-	1,425	1,208	-	-	-
	SUB-TOTAL	<u>63,464</u>	<u>17,880</u>	<u>29,005</u>	<u>30,561</u>	<u>34,324</u>	<u>\$276,176</u>	<u>\$ 38,228</u>	<u>\$ 71,143</u>	<u>\$221,311</u>	<u>\$263,719</u>
		2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
YTD TOTAL PARTICIPATION & REVENUE:		227,186	73,271	120,160	155,204	166,347	\$933,798	\$276,953	\$291,191	\$641,912	\$830,761

PIERCE LAKE GOLF COURSE
YEAR-TO-DATE PARTICIPATION & REVENUE REPORT
OCTOBER

	GREEN FEES									
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
WEEKDAYS										
REGULAR - 9	942	708	779	425	410	\$ 7,467	\$ 8,028	\$ 9,297	\$ 10,845	\$ 10,271
SR/JR/STUDENT - 9	524	671	662	499	519	7,520	11,325	11,091	10,820	10,809
LEAGUES - 9	4,104	2,771	3,439	3,397	4,344	65,931	47,585	58,463	67,643	78,567
REGULAR - 18	2,143	3,963	3,431	9,402	10,499	64,203	120,090	117,202	195,494	209,980
SR/JR/STUDENT - 18	4,361	3,481	4,641	4,477	4,063	88,092	83,348	109,058	99,922	110,007
TWI-LIGHT	1,944	2,140	1,512	928	862	32,259	42,495	29,025	19,388	19,463
WEEKENDS										
REGULAR - 9	245	261	244	347	328	5,381	6,713	6,159	10,713	9,882
SR/JR/STUDENT - 9	39	38	12	43	54	624	722	228	875	1,237
REGULAR - 18	3,635	3,621	5,349	3,120	2,976	120,681	129,314	194,296	122,279	117,431
SR/JR/STUDENT - 18	289	252	496	953	582	7,514	7,288	14,532	28,375	21,413
TWI-LIGHT	1,287	1,390	819	25	455	29,497	35,440	20,666	11,260	13,255
EARLY BIRD - 9	58	36	35	13	13	928	684	665	299	299
MEMBERSHIPS										
ULTIMATE PACKAGE	424	523	675	1,462	2,090	9,500	14,776	24,898	46,355	47,083
WEEKDAY PACKAGE	765	1,218	1,518	204	589	9,400	10,257	14,921	13,225	18,725
WEEKEND PACKAGE	139	-	184	15	25	750	-	800	1,650	1,650
TWI-LIGHT PACKAGE	351	320	283	70	58	5,525	3,850	4,575	8,225	5,450
OUTINGS (WEEKDAYS & WEEKENDS)	<u>1,176</u>	<u>92</u>	<u>788</u>	<u>1,278</u>	<u>1,582</u>	<u>35,911</u>	<u>2,668</u>	<u>28,810</u>	<u>47,512</u>	<u>58,064</u>
	22,426	21,485	24,867	26,658	29,449	\$ 491,183	\$ 524,583	\$ 644,686	\$ 694,879	\$ 733,585
PROGRAMMING & RETAIL OPERATIONS										
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
CARTS	17,493	16,932	20,361	18,833	19,300	\$ 118,202	\$ 116,564	\$ 143,336	\$ 105,067	\$ 109,556
RENTALS	<u>66</u>	<u>28</u>	<u>39</u>	<u>17</u>	<u>28</u>	<u>660</u>	<u>280</u>	<u>390</u>	<u>170</u>	<u>280</u>
	17,559	16,960	20,400	18,850	19,328	\$ 118,862	\$ 116,844	\$ 143,726	\$ 105,237	\$ 109,836
FOOD & BEVERAGE	44,638	30,294	46,907	48,575	52,147	\$ 120,488	\$ 82,622	\$ 136,034	\$ 141,957	\$ 166,645
PRO SHOP	3,360	2,789	3,530	3,354	3,617	37,738	33,907	45,294	47,888	51,299
DISCOUNTS	-	-	-	-	3,827	(74,206)	(89,982)	(138,985)	-	(11,455)
VENDING	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>780</u>	<u>1,299</u>	<u>1,016</u>	<u>-</u>	<u>-</u>
	47,998	33,083	50,437	51,929	55,764	\$ 84,801	\$ 27,846	\$ 43,359	\$ 189,845	\$ 206,489
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
YTD TOTAL PARTICIPATION & REVENUE:	87,983	71,528	95,704	97,437	104,541	\$ 694,846	\$ 669,273	\$ 831,772	\$ 989,961	\$ 1,049,910

**INDEPENDENCE LAKE COUNTY PARK
YEAR-TO-DATE PARTICIPATION & REVENUE REPORT
OCTOBER**

	GATE									
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
RESIDENTS (ANNUAL)	953	1,016	1,310	1,110	974	\$ 27,930	\$ 30,480	\$ 39,300	\$ 33,300	\$ 29,234
NON-RESIDENTS (ANNUAL)	173	184	339	359	322	7,245	8,280	15,255	16,155	14,490
RESIDENTS (DAILY)	5,553	5,047	6,637	5,616	6,182	33,318	30,282	39,822	33,696	37,092
NON-RESIDENTS (DAILY)	4,797	4,277	6,745	6,192	6,574	47,970	42,770	67,450	61,920	65,740
SENIOR (DAILY)	572	486	758	633	684	1,716	1,458	2,274	1,899	2,052
SENIOR-NON RES. (DAILY)	315	244	394	470	558	1,890	1,464	2,364	2,820	3,348
BUSES (DAILY)	19	-	8	18	35	570	-	240	540	1,050
ANNUAL BUS	8	-	-	1	1	150	-	-	150	150
MINI BUS	20	3	10	35	54	300	45	150	525	810
ANNUAL MINI BUS	<u>15</u>	<u>3</u>	<u>4</u>	<u>3</u>	<u>3</u>	<u>525</u>	<u>225</u>	<u>300</u>	<u>225</u>	<u>225</u>
	12,425	11,260	16,205	14,437	15,387	\$ 121,614	\$ 115,004	\$ 167,155	\$ 151,230	\$ 154,191
PERCENT OF NON-RESIDENTS:										
ANNUAL	15.4%	15.3%	20.6%	24.4%	24.8%					
DAILY	45.5%	45.0%	49.1%	51.6%	51.0%					

BLUE HERON BAY ATTENDANCE

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
BHB ANNUAL PASSES	132	-	-	125	83	\$ 2,388	\$ -	\$ -	\$ 5,530	\$ 6,473
BHB DAILY ENTRANCE	<u>12,725</u>	<u>-</u>	<u>6,723</u>	<u>15,246</u>	<u>21,237</u>	<u>47,212</u>	<u>-</u>	<u>27,372</u>	<u>67,236</u>	<u>75,991</u>
	12,857	-	6,723	15,371	21,320	\$ 49,600	\$ -	\$ 27,372	\$ 72,766	\$ 82,464

BLUE HERON BAY RETAIL OPERATION

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
FACILITY RENTALS	4	-	24	48	75	\$ 80	\$ -	\$ 990	\$ 2,980	\$ 5,355
SPECIAL EVENTS	<u>3</u>	<u>-</u>	<u>1</u>	<u>-</u>	<u>2</u>	<u>250</u>	<u>-</u>	<u>180</u>	<u>-</u>	<u>270</u>
	7	-	25	48	77	\$ 330	\$ -	\$ 1,170	\$ 2,980	\$ 5,625
LOCKERS	143	-	-	172	41	\$ 36	\$ -	\$ -	\$ 43	\$ 10
FOOD CONCESSIONS	10,229	118	7,361	15,702	13,792	21,434	125	15,755	37,397	46,845
ACCESSORIES/MISC.	<u>39</u>	<u>2</u>	<u>31</u>	<u>34</u>	<u>14</u>	<u>55</u>	<u>50</u>	<u>83</u>	<u>56</u>	<u>28</u>
	10,411	120	7,392	15,908	13,847	\$ 21,524	\$ 175	\$ 15,838	\$ 37,495	\$ 46,883

**INDEPENDENCE LAKE COUNTY PARK
YEAR-TO-DATE PARTICIPATION & REVENUE REPORT
OCTOBER**

PROGRAMMING & RETAIL OPERATIONS

	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
DAYCAMP	1,490	6	1,960	2,149	94	\$ 40,217	\$ 150	\$ 52,910	\$ 58,036	\$ 60,906
DISC GOLF	271	4,296	5,122	2,863	2,003	542	8,592	10,244	5,726	6,846
SPECIAL EVENTS	<u>355</u>	<u>274</u>	<u>750</u>	<u>702</u>	<u>221</u>	<u>6,137</u>	<u>3,579</u>	<u>9,122</u>	<u>7,632</u>	<u>8,553</u>
	2,116	4,576	7,832	5,714	2,318	\$ 46,896	\$ 12,321	\$ 72,276	\$ 71,394	\$ 76,305
FACILITY RENTALS										
WEEKDAYS	61	8	20	38	26	\$ 4,080	\$ 880	\$ 1,920	\$ 4,350	\$ 3,150
WEEKENDS	<u>80</u>	<u>32</u>	<u>96</u>	<u>99</u>	<u>107</u>	<u>9,525</u>	<u>3,850</u>	<u>10,330</u>	<u>10,760</u>	<u>12,535</u>
	141	40	116	137	133	\$ 13,605	\$ 4,730	\$ 12,250	\$ 15,110	\$ 15,685
ROW BOATS-HOURLY	144	-	136	113	96	\$ 720	\$ -	\$ 680	\$ 565	\$ 480
ROW BOATS-DAILY	32	-	39	25	33	640	-	780	500	660
PADDLE BOATS-1 HOUR			-	-	31	-	-	-	-	434
PADDLE BOATS-1/2 HOUR	449	-	589	346	289	3,143	-	4,123	2,422	2,023
SINGLE KAYAK-2 HOURS	-	-	-	-	8	-	-	-	-	160
DOUBLE KAYAK-2 HOURS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>12</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>360</u>
	625	-	764	484	469	\$ 4,503	\$ -	\$ 5,583	\$ 3,487	\$ 4,117
FOOD CONCESSIONS	6,972	5,287	6,536	5,181	4,704	\$ 11,876	\$ 10,739	\$ 14,910	\$ 10,704	\$ 14,983
ACCESSORIES/MISC.	<u>33</u>	<u>21</u>	<u>15</u>	<u>18</u>	<u>17</u>	<u>130</u>	<u>112</u>	<u>102</u>	<u>28</u>	<u>25</u>
	7,005	5,308	6,551	5,199	4,721	\$ 12,006	\$ 10,850	\$ 15,012	\$ 10,731	\$ 15,008
	2019	2020	2021	2022	2023	2019	2020	2021	2022	2023
YTD TOTAL PARTICIPATION & REVENUE:	45,587	21,304	45,608	57,298	58,272	\$ 270,078	\$ 143,081	\$ 316,655	\$ 365,193	\$ 400,278



Washtenaw County Parks and Recreation Commission

MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy P. Vaughn, Director
DATE: November 14, 2023
RE: Recommendation for Final Approval: Haynes– Northfield Township

Background

In 2012, several contiguous properties located in Northfield Township were nominated to the Washtenaw County Natural Areas Preservation Program as part of Round 12 for consideration of acquisition. The site visits identified a diverse landscape including upland woods, open fields, a significant portion of Lawton Lake and extensive wetlands. These parcels were subsequently purchased in 2013 and became what is now known as the Whitmore Lake Preserve. Counters installed along the trail at the preserve in 2020 show that the preserve is a popular destination. Since initial acquisition surrounding landowners have continued to nominate parcels to NAPP. These nominations have resulted in the acquisition of wetlands and forests that have grown Whitmore Lake Preserve to 298 acres.

Discussion

The roughly 11.75-acre Haynes property currently under consideration is adjacent to the western portion of Whitmore Lake Preserve. The landowner is retaining a portion of the property that contains an old house site and pole barn. The property contains mixed habitat for wildlife including an oak island, upland wetland complex and connection to larger wetland area that is known to support blue-spotted salamanders. During NATAC's site visit in 2022 they noted several hickory species, white oak, sedges, swamp white oak and northern pin oak to name a few. The landowner has seen eagles, pileated woodpeckers, leopard frogs, and wood ducks on the property. Only isolated pockets of common invasive plants were noted on the site visit.

In May 2023, the Parks Commission approved a sales contract in the amount of \$110,000 based on the appraised value. The sales contract was contingent upon completion of due diligence, which has since been completed.

- Appraisal was completed for the property in February 2023.
- Phase I Environmental Site Assessment completed in October 2023 by ASTI and showed no recognized environmental conditions.
- A boundary survey including legal descriptions has been prepared.

Recommendation

Based upon the review by the Natural Areas Technical Advisory Committee, along with the completion of the due diligence, it is my recommendation the Washtenaw County Parks and

Recreation Commission authorize the fee simple purchase of the Haynes property as identified in attached maps in the amount of \$110,000, contingent upon attorney review of final closing documents. I further recommend that \$6,000 be contributed to the stewardship special revenue fund for the future maintenance and management of the land.

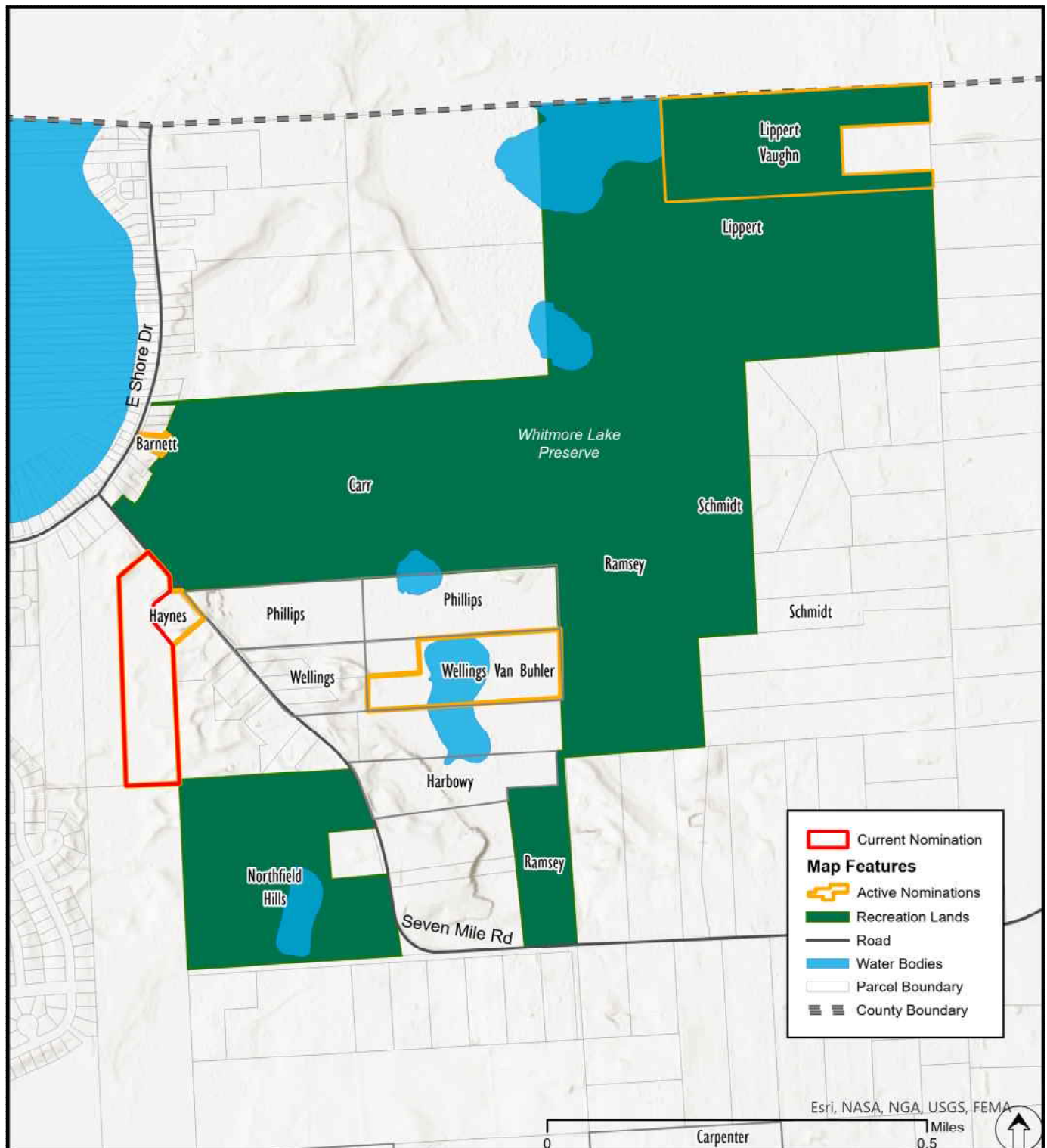
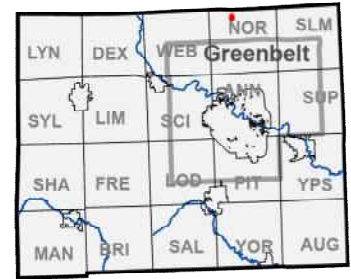
Attachments

Haynes Property: Local Area

Natural Areas Preservation Program

Northfield Township
 +/- 13 Acres

Washtenaw County
 Locator Map



Haynes Property: 2020 Aerial

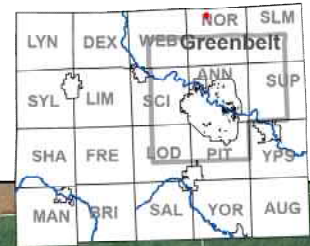
Natural Areas Preservation Program

Nomination ID:

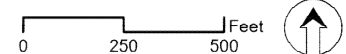
Northfield Township

+/-13 Acres

Washtenaw County
Locator Map



Prepared by Washtenaw County Parks & Recreation Commission
2020 Aerial Photo; NRCS Soils





Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re: 2023 Connecting Communities Project Awards

Background

Between 2010 and 2014 the Washtenaw County Parks and Recreation Commission ran a successful Connecting Communities (CC) grant program, providing communities with funds to improve non-motorized connectivity for locally significant trail projects. The CC program was discontinued in 2015 but was reinstated with the passage of a four-year road millage in 2016, which allocates 20% of the revenue to WCPARC for non-motorized trails. The millage, and the CC program, was renewed in August 2020 for another four years.

The 2021-2024 CC program allocates up to \$100,000 per year to be awarded for planning and design projects and up to \$500,000 per year for construction. In the past, staff has administratively accommodated a range of submissions by allowing some flexibility in distributing funds between these two categories of funding.

Discussion

The 2023 Round of CC grants was announced in May to local jurisdictions and the deadline for submissions was August 31. Four grant proposals were submitted from the following communities: Ann Arbor Township, Pittsfield Township, Scio Township*, and York Township. In 2023, planning/engineering funding requests totaled \$71,000 and construction funding requests totaled \$800,000. All projects were reviewed and scored by staff (summary attached).

Recommendation

Based on proposal review, project score, and project feasibility, I recommend that the Washtenaw County Parks and Recreation Commission authorize staff to prepare project agreements to award grant funding, as followed:

Applicant	Request	Scoring Summary	Recommendation	
			Award Planning (P)	Award Construction (C)
Ann Arbor Twp.	\$250,000 (C)	395		\$250,000
Pittsfield Twp.	\$250,000 (C)	410		\$250,000
Scio Twp.*	\$300,000 (P/C)	390	Not Fund	
York Twp.	\$71,000 (P)	275	\$71,000	
Total	\$71,000 (P); \$800,000 (C)		\$71,000	\$500,000

(P) Planning; (C) Construction

Staff Scoring Summary

Planning/Preliminary Engineering (P) – Total Max. Points: 485

Engineering & Construction (C) – Total Max. Points: 660

** Scio Township is not eligible to receive funding for this project due to a previous change in scope of their 2018 grant award, authorized by the Parks and Recreation Commission, which restricted future funding for this leg of trail. Their application was scored in comparison to the other applications as a courtesy.*



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: November 14, 2023
Re: Meri Lou Murray Fee Modifications & Policy Changes

Background

WCPARC takes great pride in our history of providing quality recreation opportunities to County residents at the most affordable rates possible. Periodically, the Commission adjusts fees at WCPARC facilities to stay in keeping with industry trends and changes in the local market. The last fee modifications were done in 2022, nine years after the previous rate increase in 2013. Staff has researched competitor fees and proposed the following revisions to the current fee schedule for the Meri Lou Murray Recreation Center.

Discussion

Meri Lou Murray (MLM) Recreation Center

Since opening the MLM Recreation Center in 1991, we have periodically adjusted annual and daily pass fees in response to our increased operating expenses. This periodic rate-hike approach has failed to keep pace with our increasing operating expenses. Best practices in the industry recommend modest annual rate hikes and a review of membership rates at other recreation facilities in Southeast Michigan demonstrates that our current rates are significantly lower than the market standard. Therefore, the staff is recommending a 10% increase in resident membership rates and 15% for non-resident rates (see Table 1 below). Although not enough to meet current expenses due to inflation, seasonal / full-time wages, and operational expenditures, this increase allows for us to maintain the staffing level needed to operate a safe facility with exceptional customer service. Staff used the Saline Recreation Center, Livonia Recreation Center, the Ann Arbor YMCA and the Chelsea and Dexter Wellness Centers for comparison purposes.

Daily drop-in options have traditionally been used by patrons who wish to try out the facility before committing to a full-year membership. Our 6-month membership option has been positive as it is frequently requested by our members who prefer a two-payment plan and/or leave the area for the winter. This option also gives members an opportunity to upgrade to annual membership at the end of the six months by simply paying the difference between the six-month and annual membership.

Staff is recommending that the proposed membership fee changes (see table 1 below) go into effect January 1st. Class fees were also found to be much lower than many other facilities. Staff recommends a 15% class fee increase to take effect in the Spring 2024. Additional rate increases are likely needed and will continue to be reviewed annually. Staff will continue to evaluate costs, compare rates of other nearby facilities (see table 2 below), and make further recommendations as additional modifications are warranted.

Table 1: Proposed 2024 Fees - Meri Lou Murray Recreation Center

	Resident		Non-Resident	
Daily Fee	Proposed 2024 Fees	Current Fees	Proposed 2024 Fees	Current Fees
Individual	\$11	\$10	\$13	\$12
Senior (65+) **	\$9	\$8	\$10	\$9
Teen (13-17)	\$7	\$6	\$8	\$7
Monthly Fee (30 day)				
Individual, Teen or Senior	\$58	\$52	\$60	\$52
Family	\$127	\$115	\$133	\$115
Six Month Pass				
Adult	\$196	\$178	\$305	\$265
Family	\$407	\$370	\$638	\$555
Senior (65+)**	\$154	\$140	\$236	\$205
Teen (13-17)	\$133	\$121	\$185	\$161
Annual Passes*				
Individual	\$306	\$278	\$469	\$408
Family	\$646	\$587	\$1014	\$882
Senior (65+) **	\$236	\$214	\$368	\$320
Teen (13-17)	\$205	\$186	\$320	\$278

*Rates reflect the cost of purchasing a membership paid in full; annual membership with month-by-month billing rates will reflect administrative costs including credit card processing fees.

** Military status for veterans, active, training or on-leave classifications.

Table 2: Comparable Fee Analysis - Southeast Michigan Recreation Centers

	Saline Recreation Center				Livonia Recreation Center		Ann Arbor YMCA Does not include the initial enroll fee costs	Chelsea / Dexter Wellness Center Does not include the initial enroll fee costs
Daily Fee	Resident		Non-Res		Resident	Non-res		
Individual	\$12				\$9.50	\$17	N/A	N/A
Senior	\$8 Age 60+				\$8 Age 62+	\$16	N/A	N/A Age 60+
Youth	\$8				\$8	\$16	N/A	N/A
	Month (res/non)		Year (res/non)		Year (res/non)		Year	Month Year
Individual Adult	\$56	\$111	\$359	\$460	\$460 / \$920		\$684	\$75 \$900
Family	\$73	\$137	\$694	\$853	\$550 / \$1,100		\$1080	\$111 \$127 \$1332 \$1524
Senior			\$285	\$359	\$230 / \$460		\$528	\$68 \$816
Teen (12-17)			\$285	\$359	\$210 / \$420		\$528	\$36 \$432

Recommendation

It is my recommendation that the Commission authorize the abovementioned membership fee modifications for Meri Lou Murray Recreation Center effective January 1, 2024.