



## ***Washtenaw County Parks and Recreation Commission***

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### **MINUTES OF MEETING**

**Date:** December 12, 2023

**Time:** 2:00 p.m.

**Location:** Parks Administration, 2230 Platt Road, Ann Arbor, MI

**Members Present:** Janis Bobrin, Vice President; Dan Ezekiel, WCPARC Secretary; Robert Marans, JoAnn McCollum, Brenda McKinney, Yousef Rabhi, and Katie Scott

**Members Absent:** Patricia Scribner, WCPARC President, Robert Joerg, Evan Pratt

**Staff Present:** Coy Vaughn, Director; Meghan Bonfiglio, Deputy Director; Jason Brooks, Manager of Finance and Administration; Ginny Leikam, Superintendent of Planning and NAPP, Ann Ziolkowski, Communications Manager; Thomas Power, Superintendent of Maintenance & Stewardship; Peter Sanderson, Project Manager; Kira Macyda, Park Planner

**Others Present:** Jayne Miller, PROS Consulting

#### **1. Call to Order**

Ms. Bobrin called the meeting to order at 2:00 p.m.

#### **2. Pledge of Allegiance**

#### **3. Approval of Minutes**

The minutes of the November 14, 2023, regular meeting were included with the agenda material.

***It was moved by Ms. McKinney seconded by Mr. Ezekiel to approve the minutes of the November 14, 2023; regular meeting as amended. All ayes, the motion was approved.***

#### **4. Public Comment**

Colleen O'Toole, City of Saline Manager, addressed the commission remotely. She informed the commission that some City of Saline staff will be attending the Master Plan public meeting in the evening, but she cannot attend. She wanted to follow up with the commission on some outstanding items from the last master plan meeting including the desire for an indoor aquatics center. She also stated the City of Saline is interested in partnerships with WCPARC.

#### **5. Communications, Projects & Activities**

Mr. Vaughn provided an overview of the communications for the month, including articles on WEMU Issues in the Environment; an article regarding the Amtrak fence. Mr. Vaughn thanked the leadership of Commissioner Scott on the issue and noted that conversations are ongoing with Amtrak. Also included

was a card from Janice Anschuetz and a copy of the Ypsilanti Gleaning publication highlighting WCPARC 50<sup>th</sup> Anniversary.

Year in review, 50th anniversary; each facility held events focused on 50th anniversary. Other highlights included MFS acquisition and opening of the Blackbird lodge; the completion of 3.5 miles of B2B trail including, connection to VanBuren Township and M-52 south of Werkner Rd.

Commissioner Marans, wanted to talk about the work that Ann Ziolkowski did for the 50<sup>th</sup> anniversary. Detroit Riverfront Conservancy also had its anniversary this year and just put out video of history (45-50 min). Are we doing anything more permanent in nature about history of Parks? Riverfront conservancy also has very strong volunteer programs. Matthew may be in touch with Riverfront Conservancy to build up our program.

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

## **6. Financial & Recreation Reports – October 2023**

### **A. Claims Report**

Mr. Brooks reported on the financials and stated that the total for the claims for the month of November 2023 was \$1,920,291.47.

***It was moved by Mr. Marans, seconded by Ms. Scott, to approve the claims for the month of November 2023 as submitted. Roll call vote, 7 ayes, 0 nays, 3 absent (Scribner, Joerg, Pratt), 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 November 31, 2023.

Mr. Marans inquired about the projected fund balance. Mr. Brooks noted that the fund balance of \$16M is based on actual activity to date, however there will be additional 2023 expenses through mid-January 2024. The end projection is \$14M in fund balance, but that does not account for committed funds and obligations already made, including large projects such as the B2B and Eastern County Recreation Center.

***It was moved by Ms. Scott, seconded by Mr. Marans, to receive and file the financial reports for November 2023 as submitted. All ayes, 3 absent (Scribner, Joerg, Pratt), the motion was approved.***

### **C. Recreation Reports**

Mr. Brooks presented the Recreation Reports for the month of October 2023. He also provided a comparison of revenue vs. expenditures for all facilities. He pointed out that across all facilities there is approximately a \$2M subsidy of WCPARC operating costs.

***It was moved by Ms. McKinney, seconded by Mr. Ezekiel, to receive and file the Recreation Reports for the month of November 2023. All ayes, 3 absent (Scribner, Joerg, Pratt), the motion was approved.***

## **7. Old Business**

### **A. Master Plan/Strategic Plan Presentation**

Ms. Bonfiglio introduced Jayne Miller with PROS Consulting, the firm awarded contract for the update of WCPARC Parks Master Plan and strategic plan. Ms. Miller provided an overview of the consulting team, process, public engagement, timeline and outcomes for the master plan and strategic plan.

Commissioners asked that this be an ongoing update at the monthly meeting from staff.

Ms. McCollum and Ms. McKinney offered to connect with Ms. Miller to connect with community leaders for some underserved areas.

Commissioners also asked for a strategy to include more diversity in the consulting team to engage with all stakeholders in the community.

## **B. Other Old Business**

None.

## **8. New Business**

### **A. Meri Lou Murray Recreation Center – Natatorium contract**

Ms. Leikam presented the project overview for renovations to the MLM natatorium. A grant was submitted for \$900,000 in September and we anticipated hearing about the grant in January 2024. In order to be ready for the renovations, construction documents are needed to prepare the Request for Proposals and receive bids for the project. JFR Architects have been the lead consultant on the project.

*It was moved by Mr. Marans, seconded by Ms. McKinney, to authorize the expenditure in the amount of \$152,982 with JFR Architects to complete the set of construction documents for renovations to the MLM Recreation Center Natatorium as outlined in the memo. Roll call vote, 7 ayes, 0 nays, 3 absent (Scribner, Joerg, Pratt). Motion carried.*

### **B. NATAC Round 23 Priorities**

Ms. Leikam presented the priorities for NATAC for Round 23. As background, Ms. Leikam also presented background on outreach efforts for NAPP, as requested previously by the Commission.

*It was moved by Mr. Ezekiel, seconded by Ms. McCollum, to adopt the Round 23 NATAC priorities as presented. All ayes, motion carried.*

### **C. ALPAC Round 23 Priorities**

Ms. Leikam presented the Round 23 ALPAC priorities.

*It was moved by Ms. Scott, seconded by Mr. Ezekiel to adopt the Round 23 ALPAC priorities as presented. All ayes, motion carried.*

### **D. B2B – DAA7 Construction Cost Sharing Agreement**

Mr. Sanderson explained that WCPARC and the City of Ann Arbor have been collaborating on the planning, design, and construction of a portion of the Border to Border Trail (B2B Trail) that connects the north end of Bandemer Park to the parking lot at Barton Dam on the city's northwest side, also known as B2B Trail Segment DAA7. The City of Ann Arbor solicited bids for Phase I of the project, and bids were presented at the meeting. The recommended bid from Erie Construction is \$1,287,382. The agreement states that the City will pay for 1/3 of the construction cost and that WCPARC will pay for 2/3 of the construction costs. WCPARC has secured a commitment from the Huron Waterloo Pathways Initiative (HWPI) to pay for 1/2 of WCPARC's share of the project – ultimately meaning that each of the three organizations will pay for 1/3 of the project (approximately \$429,127 each).

*It was moved by Mr. Marans, seconded by Ms. McCollum, to authorize the execution of the attached cost sharing agreement with the City of Ann Arbor for B2B Trail Segment DAA7 contingent upon final acceptance by legal counsel and the City of Ann Arbor. Roll call vote, 6 ayes, 0 nays, 4 (Scribner, Joerg, Pratt, Bobrin), the motion was approved.*

**E. Adoption of 2024 Annual Calendar**

The 2024 calendar was presented by Ms. Bonfiglio. Meeting locations will rotate to different facilities and park locations.

***It was moved by Mr. Marans, seconded by Ms. Scott, to approve the 2024 calendar as presented. All ayes, motion carried.***

**F. Other New Business**

None.

**11. Commissioners / Directors Comments**

At the November meeting, the Commission discussed forming a subcommittee to look at fees. Coy will send out via email to set up a meeting for the subcommittee. McKinney, Marans and either Bobrin or Ezekiel volunteered to serve on the subcommittee.

Last meeting on white paper and Greg Dill presented. Staff is working with Andrew DeLeeuw to target the Parks Millage renewal on the February Board of Commissioners meeting.

Staff is working with UM students from SEAS and business school to work on implementation of climate action plan to reduce carbon footprint of Parks. The project will define the current carbon footprint; look at national trends; outline where Parks can reduce impact and develop a dashboard to track where parks is moving the needle.

Update on the East Side Recreation Center, there are 3 acres of the project site that were originally presented to the commission that was determined to not be owned by schools. Attorneys are working to quit claim deed that portion to the county. Bids have been received to demo the school building.

**12. Adjournment**

***It was moved by Mr. Marans, seconded by Ms. McCollum, to adjourn. All ayes, the motion was approved.***

The meeting was adjourned at 4:26 PM.