



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

### **MINUTES OF MEETING**

**Date:** January 9, 2024

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

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

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

**Members Absent:** 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, Karen Harris, Parks Admin Analyst.

**Others Present:** Paul Schutt, Concentrate Media

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

Ms. Scribner called the meeting to order at 2:02 p.m.

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

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

The minutes of the December 12, 2023, regular meeting were included with the packet material.

Mr. Ezekiel recommended changing "October" in the third paragraph of page 3 to "November."

***It was moved by Mr. Ezekiel seconded by Ms. McKinney to approve the minutes of the December 12, 2023, regular meeting, as amended. All ayes, the motion was approved.***

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

None.

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

Mr. Vaughn provided an overview of the communications for the month of December.

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

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

### **A. Claims Report**

Mr. Brooks reported on the financials and stated that the total for the claims for the month of December 2023 was \$1,568,057.85.

*It was moved by Mr. Marans, seconded by Mr. Joerg, to approve the claims for the month of December 2023 as submitted. Roll call vote, 9 ayes, 0 nays, 1 absent (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 December 31, 2023.

*It was moved by Ms. Bobrin, seconded by Ms. McKinney, to receive and file the financial reports for December 2023 as submitted. All ayes, the motion was approved.*

### **C. Recreation Reports**

Mr. Brooks presented the Recreation Reports for the month of December 2023. He also presented drafts of planned changes for the reports, which included revenue reports and attendance reports. Mr. Brooks added that the current strategy is to present attendance reports on a quarterly basis.

*It was moved by Ms. McKinney, seconded by Mr. Ezekiel, to receive and file the Recreation Reports for the month of December 2023. All ayes, the motion was approved.*

## **7. Old Business**

### **A. Concentrate Media/On the Ground Ypsi Annual Update**

Mr. Paul Schutt of Concentrate Media gave a brief overview Concentrate Media and stories they share, related to WCPARC. Mr. Schutt highlighted the Blackbird Lodge, Disc Golf and Rutheford pool offerings as recent WCPARC related stories which appeared in the publication.

### **B. Director's Comments/Project Updates**

Mr. Vaughn reported that work is underway to update the Parks Commission by-laws. He hopes to have a draft ready for presentation within the next couple of months.

Mr. Vaughn stated that the department is looking to start an annual employee recognition program and to put together annual awards which would be presented at the December Commission meeting. These awards would be presented to internal staff as well as categories for external community awards.

Ms. Bonfiglio reported on the Comprehensive Master Plan updates and provided several steps being taken to address the concern raised at the December about reaching more diverse groups in the community through the plan development process. Ms. Bonfiglio also shared that the community survey Social PinPoint site is live, with participation already starting.

### **C. Fee Structure Subcommittee Appointments**

*It was moved by Mr. Rabhi, seconded by Mr. Ezekiel, to the appointment of Commissioner R. Joerg, Commissioner D. Ezekial and Commissioner B. McKinney to a Fee Structure Subcommittee. Roll call vote, 9 ayes, 0 nays, 1 absent (Pratt), the motion was approved.*

### **D. Other Old Business**

None.

## **8. New Business**

**A. Election of Officers**

Ms. Bobrin reported that term limits for officers is an item being discussed as part of the bylaws revisions.

***Moved by Mr. Marans, seconded by Ms. McKinney moved to nominate Patricia Scribner as WCPARC President, Janis Bobrin as WCPARC Vice President, Daniel Ezekiel as WCPARC Treasurer/Secretary. Roll call vote, 9 ayes, 0 nays, 1 absent (Pratt), the motion was approved.***

**B. Preserve Naming Request**

Mr. Ezekiel presented reasons in support of naming the recently acquired preserve located on the Huron River in Scio Township the "John S. Russell Nature Preserve".

Mr. Joerg suggested a revision to the naming policy to include background checks on recipients. Mr. Rabhi also suggested adding language to the policy to not name property after a corporate entity. Staff will update the naming policy to reflect those requested changes.

***A voice vote was taken to name the recently acquired parcel along the Huron River in Scio Township as the John S. Russell Nature Preserve. All ayes, motion carried.***

**C. Other New Business**

None.

**9. Executive Session**

***It was moved by Bobrin, seconded by McKinney to enter executive session for the purpose of discussing a real estate matter. Roll call vote, 9 ayes, 0 nays, 1 absent (Pratt), the motion was approved. The meeting adjourned to executive session at 3:09 p.m.***

***The meeting was called back to order at 3:20 p.m.***

**10. Commissioners Comments**

Ms. McCollum stated she is looking forward to Master Plan development updates at future meetings. Additionally, she praised the work done by Concentrate Media for all of the work they do to highlight positive aspects in the communities they cover.

Mr. Joerg inquired about parks projects for state appropriation and grant funding.

Mr. Ezekiel praised County Parks for all the hard work on B2B trails.

**11. Adjournment**

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

The meeting was adjourned at 3:28 PM.