



Washtenaw County Parks and Recreation Commission

NOTICE OF MEETING

Date: February 13, 2024

Time: 2:00 p.m.

Location: Staebler Farm County Park, Blackbird Lodge, 7734 Plymouth Rd., Ann Arbor, MI 48105

AGENDA

- 1. Call to Order / Moment of Silence**
- 2. Pledge of Allegiance**
- 3. Approval of the Minutes**
 - A. January 9, 2024 Meeting (attached, pp. 1-3/action item)
- 4. Public Comment**
- 5. Employee Awards**
- 6. Communications, Projects & Activities** (attached, pp. 4-11/action item)
- 7. Financial Reports – January 2024**
 - A. Claims Report (attached, p. 12/action item)
 - B. Fund Balance Reports (attached, pp. 13-14/action item)
 - C. Revenue Reports (attached, pp. 15-18/action item)
- 8. Old Business**
 - A. Other Old Business
- 9. New Business**
 - A. Highland Boardwalk Contract Award (attached, pp. 19-20/action item)
 - B. NAPP – Heller Partnership (attached, pp. 21-24/action item)
 - C. NAPP – Heydon Partnership (attached, pp. 25-28/action item)
 - D. Other New Business
- 10. Commissioners Comments**
- 11. Adjournment**

Washtenaw County will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon 7-day notice to Washtenaw County. Individuals requiring auxiliary aids or services should contact the County of Washtenaw by writing or calling the following: Human Resources, 734-994-2410, TTD# 734/994-1733.



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.

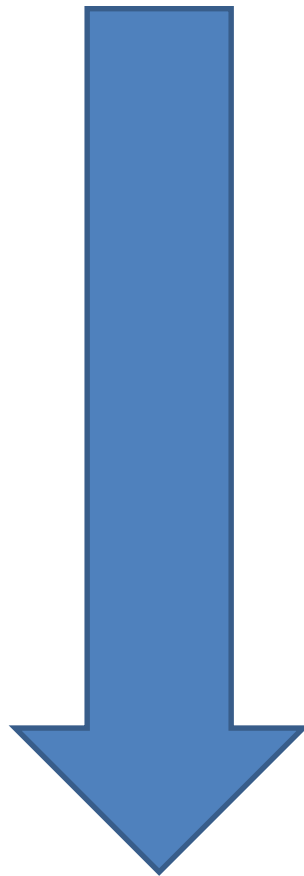
Mr. Ezekiel praised County Parks for all the hard work on B2B trails.

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.

Communications, Projects & Activities



JANUARY 2024 NEWS COVERAGE

The Sun Times News - Saline and York Township residents have a chance to talk about pathways and community connections, 1/04/24 - <https://thesuntimesnews.com/g/saline-mi/n/232364/saline-and-york-township-residents-have-chance-talk-about-pathways-and>

mLive - Pathway, bike lanes could one day link Saline and Milan, 1/8/2024 - <https://www.mlive.com/news/ann-arbor/2024/01/pathway-bike-lanes-could-one-day-link-saline-and-milan.html>

mLive - Organic farm violated conservation measures, Washtenaw County lawsuit alleges, 1/12/2024 - <https://www.mlive.com/news/ann-arbor/2024/01/organic-farm-violated-conservation-measures-washtenaw-county-lawsuit-alleges.html>



Digital Report - January 2024

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 - January 2024

SOCIAL MEDIA

facebook

Followers, Impressions, Engagements

Profile ▾	Audience ▾	Net Audience Growth ▾	Published Posts ▾	Impressions ▾	Engagements ▾
Reporting Period					
Jan 1, 2024 – Jan 31, 2024	41,884 ↗ 1.2%	478 ↗ 298.3%	55 ↗ 27.9%	293,668 ↗ 193.4%	9,901 ↗ 39.2%
Compare to					
Dec 1, 2023 – Dec 31, 2023	41,406	120	43	100,103	7,114
Blue Heron Bay					
	2,258	9	0	575	0
Independence Lake Co...					
	3,266	29	19	13,199	244
Meri Lou Murray Recre...					
	1,755	19	6	6,903	245
Pierce Lake Golf Course					
	1,229	5	0	1,256	1
Rolling Hills County Park					
	23,403	192	17	259,498	9,106
Washtenaw County Par...					
	6,621	166	9	10,192	205

Instagram

Rolling Hills

Total Followers

This Month	Last Month	Last Year
1,336	1,324	987

Top Post - Safe sledding list

How many people reacted to posts

This Month	Last Month	Last Year
44	25	31

Instagram

WCPARC

Total Followers

This Month	Last Month	Last Year
3,358	3,308	2,383

Top Post - Ice Carving Festival

How many people reacted to posts

This Month	Last Month	Last Year
41	44	110



Digital Report - January 2024

Facebook/Instagram - Top Posts

Rolling Hills Post



Rolling Hills County Park
Fri 1/12/2024 7:46 pm EST

Let's review some rules, m'kay? Be safe and recreate. 1) Snowboards, skis and standing up on sleds is not allowed....



Impressions 184,469

...



Rolling Hills Post



Rolling Hills County Park
Sat 1/13/2024 11:20 am EST

Paved walking trails and roadways are all clear - come on out!



Impressions 18,665

...



**This post went viral with
184K impressions!**



Digital Report - January 2024

Website, Newsletter, News

Website Statistics

washtenaw.org/parks

Total Page Visits	This Month	Last Month	. Last Year
	18,142	11,849	20,418

Title URL		Page views % of total	Visits % of total
Meri Lou Murray Recreation Center Washtenaw County, MI https://www.washtenaw.org/497/Meri-Lou-Murray-Recreation-Center		8,278 24.1%	6,620 36.5%
Rolling Hills Winter Park Washtenaw County, MI https://www.washtenaw.org/2281/Rolling-Hills-Winter-Park		2,038 5.9%	1,597 8.8%
Parks & Recreation Washtenaw County, MI https://www.washtenaw.org/288/Parks-Recreation		1,187 3.5%	977 5.4%
Rolling Hills County Park Washtenaw County, MI https://www.washtenaw.org/607/Rolling-Hills-County-Park		1,050 3.1%	838 4.6%
Rolling Hills Sledding Hill Washtenaw County, MI https://www.washtenaw.org/791/Rolling-Hills-Sledding-Hill		984 2.9%	822 4.5%

Monthly Newsletter

WCPARC 49.1 open rate

Newsletter via MailChimp		
Sent to	Opened	Clicks
15,616	8,238	924

Newsletter non MailChimp		
Sent to	Opened	Clicks
1,203	N/A	

Photography



Photo Ambassador

Elena Cocchillo

Fox Science
Nature Preserve

January 13, 2024



Washtenaw County Parks and Recreation Commission

MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy P. Vaughn, Director
DATE: February 13, 2024
RE: **Project and Activities Update – January 2024**

Park Facility Events and Projects

Independence Lake

- Nearly 60 people attended the lantern lit trail night hike on January 5. Hikers enjoyed treats and campfires after the hike.
- 11 stewardship volunteers worked 21 hours. Three sessions were cancelled due to poor weather conditions.
- Staff members are preparing for the summer season setting up interviews, meeting with schools, as well as revising manuals and policies.
- Staff continue to meet with consultants to review and finalize the schematic designs for renovating the Beach Center, site amenities and improvements to the Maintenance Building.

Meri Lou Murray Recreation Center

- Forty children attended the second offering of the Winter Break Camp. Participants enjoyed a visit from Leslie Science Center staff, decorated cookies, built forts, roasted marshmallows and nature hiked in County Farm Park.
- In addition to youth group swim lessons, fifty-seven private lessons were offered. The facility also added more adult lessons.
- The recreation center was closed on January 16th and 17th after a power surge on January 15th damaged two of the three air handlers, causing a failure in the building's heating systems. An auxiliary heating unit was installed and used through the end of January.

Rolling Hills Park

- New security cameras were installed at the park headquarters, including at the water park entry gates. The camera will help assist WCSO with any future incidents.
- Winter park activities were limited due to warm weather, except for the weekend of January 13-15, which saw heavy use of the cross-country ski trails and sledding hill.
- Operations staff are focusing efforts on summer hiring, including confirming returning staff members and recruiting new seasonal employees.
- Engineered plans for the shade canopies and pavilion structures have been completed and the permit documents have been submitted for review to the Washtenaw County Building Department.

Staebler Farm Park

- Remaining punchlist items on Blackbird Lodge are being addressed by the Contractor. Staff is working with the Contractor on improving the water quality.

- 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.
- Michigan Folk School: 31 students attended 9 classes including Blacksmithing for Kids, Bladesmithing, Loom Weaving, and Crochet.

Special Initiatives

Border to Border Trail (B2B)

- Title IX Plaza Project – The contractor has mobilized to the site and work is beginning to construct this project adjacent to the B2B Trail in Dexter-Huron Metropark.
- Segment DAA3 (Zeeb Road to Delhi Metropark) – The project is on seasonal shutdown, but it is anticipated to be completed this year.
- Segment CS2 (Wylie Road to Parker Road, in Lima Twp) – The project is on seasonal shutdown, but it is anticipated to be completed this year.
- Segment CS3 (N. Territorial to Boyce Rd in Lyndon Twp) – Work continues on the installation of a concrete boardwalk. The project is anticipated to be completed this year.
- Segment DAA7- Barton-Bandemer Tunnel and Trail:
 - o Engineering team is awaiting plan comments from Amtrak.
 - o A draft construction agreement has been provided by Amtrak and is being reviewed by Ann Arbor’s legal team.
 - o In partnership with the City of Ann Arbor, construction is anticipated to start this month on a segment of trail from Barton Dam, heading east across the Barton Nature Area. Work is anticipated to be completed in the summer of 2024.
- 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.

Comprehensive Master Plan

- Consultants and staff held additional public outreach sessions targeting underrepresented groups, such as seniors and low-income residents.
- “My Social PinPoint” custom planning website continues to provide an opportunity for general community input on the recreation plan. Sixty additional surveys were taken in January.
- Community Needs Assessment survey questions were finalized. More than 600 randomly selected households in Washtenaw County will receive a copy of the survey in early February. The process is expected to take about 4-6 weeks.

Natural Areas Preservation Program (NAPP)

Stewardship

- Invasive plant removal has occurred at County Farm Park.

Interpretive and Volunteer Programming

- 122 patrons attended nature programs.
- In January, 52 volunteers invested 118 hours into stewardship efforts at County Farm Park, Independence Lake County Park, Fox Science Preserve, and Leonard Preserve.

Other

- Staff continued preparing the Annual Report, a copy of which will be provided at the February meeting.



Washtenaw County Parks and Recreation Commission

January 2024 - Claims Report

PARK / FACILITY / FUNCTION	UTILITIES	DIRECT PURCHASES	OTHER	TOTAL
Administration	\$ 1,318.37	\$ 4,273.11	\$ 3,342.60	\$ 8,934.08
Recreation Center	14,441.78	5,319.89	4,081.76	23,843.43
Park Maintenance	1,466.40	6,033.59	2,645.69	10,145.68
Pierce Lake Golf Course	1,859.06	4,318.61	86,819.00	92,996.67
Independence Lake	2,390.23	1,219.57	2,790.60	6,400.40
Rolling Hills	5,873.25	6,728.26	10,077.54	22,679.05
Parker Mill	512.39	-	-	512.39
Sharon Mills	120.49	-	2,801.88	2,922.37
Staebler Farm	4,074.89	1,992.77	2,650.20	8,717.86
Swift Run Dog Park	-	-	-	-
Capital Improvement	-	-	33,578.91	33,578.91
Committed Funding Partnerships	-	-	-	-
Commission	-	-	-	-
SUBTOTAL	\$ 32,056.86	\$ 29,885.80	\$ 148,788.18	\$ 210,730.84
Road Millage Fund	-	-	365,423.39	365,423.39
SUBTOTAL	\$ -	\$ -	\$ 365,423.39	\$ 365,423.39
Natural Areas Preservation Program				
Acquisition	\$ -	\$ -	\$ 2,857.00	\$ 2,857.00
Preserve Management	-	5,838.34	16,317.57	\$ 22,155.91
NATAC	-	-	-	\$ -
Acquisition	\$ -	\$ -	\$ 11,163.25	\$ 11,163.25
Annual Monitoring	-	-	-	\$ -
ALPAC	-	-	-	-
SUBTOTAL	\$ -	\$ 5,838.34	\$ 30,337.82	\$ 36,176.16
TOTAL	\$ 32,056.86	\$ 35,724.14	\$ 544,549.39	\$ 612,330.39

It was moved by _____ and supported by _____
to approve payment of claims in the amount of..... \$ 612,330.39

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
FUND BALANCE STATEMENT - JANUARY 31, 2024

#7b

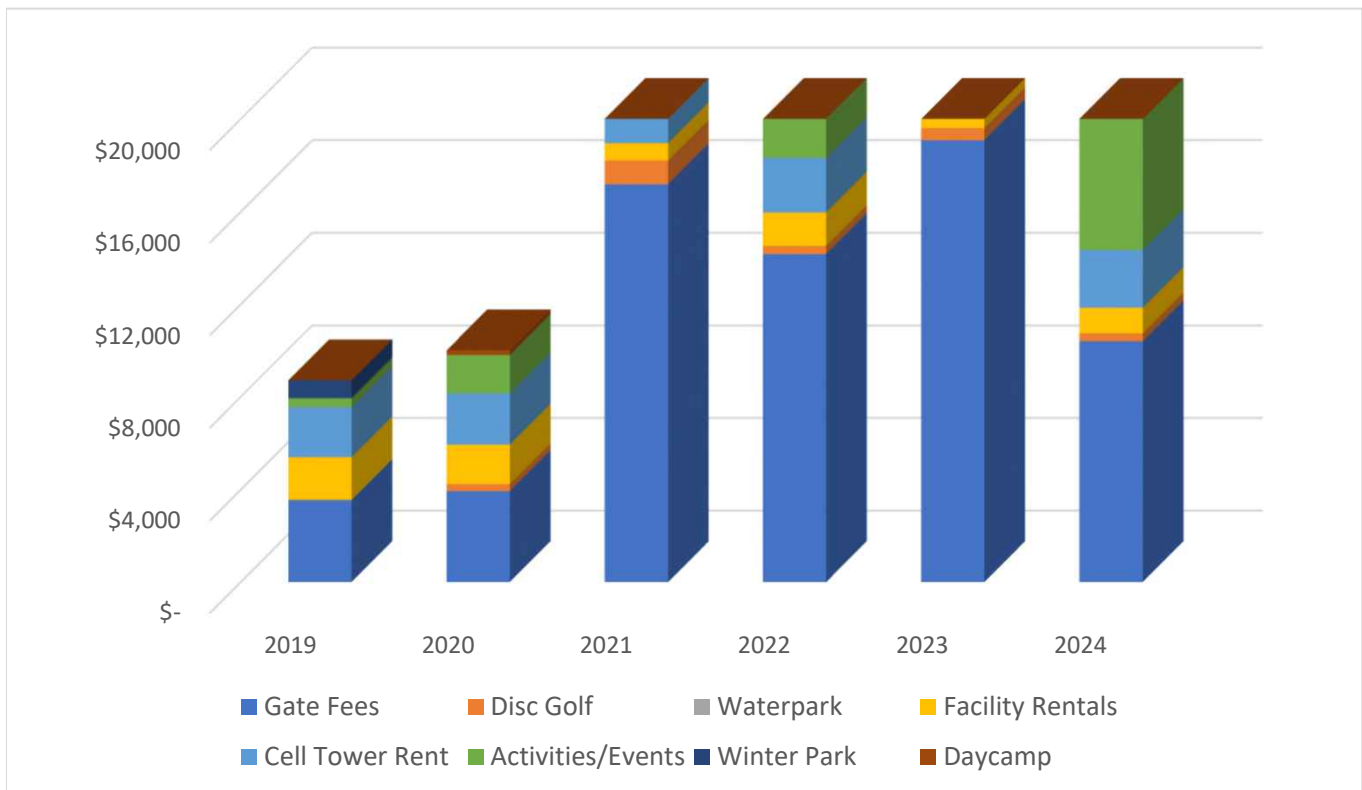
Beginning Fund Balance (1/1/24)	14,009,669	(unaudited)	8%	YTD % Budget		
Revenue (Budget)			Revenue (Actual)		Variance	
Property Tax	9,798,849		1,381,735	14%	(8,417,114)	
State Grant Funds	-		-		-	
Fees & Services	4,365,000		153,100	4%	(4,211,900)	
Interest Earnings	300,000		-	0%	(300,000)	
Other Revenue & Reimb.	<u>30,000</u>		<u>-</u>	0%	<u>(30,000)</u>	
Total Revenue		14,493,849		1,534,835	11%	(12,959,014)
Expense (Budget)			Expense (Actual)		Variance	
Personnel Services	(7,558,812)		(522,322)	7%	7,036,490	
Supplies & Other Services	(2,994,100)		(51,660)	2%	2,942,440	
Internal Service Charges	(1,182,210)		(100,582)	9%	1,081,628	
Capital						
Land Acquisition	-		-	-	-	
CIP/Development	(3,100,000)		(2,944)	0%	3,097,056	
Contingency	(400,000)		(11,596)	3%	388,404	
Machinery & Equipment	<u>(138,900)</u>		<u>(85,431)</u>	62%	<u>53,469</u>	
Capital Subtotal	(3,638,900)		(99,970)	3%	3,538,930	
Transfers Out	(1,200,000)		-			
Total Expense		<u>(16,574,022)</u>		<u>(774,534)</u>	5%	14,599,488
Surplus/(Deficit)		(2,080,173)		760,301		
Operating Reserve		(9,798,849)		(9,798,849)		
2024 Funding Commitments (Partnerships)		<u>(4,780,000)</u>		<u>-</u>		
		(14,578,849)		(9,798,849)		
Projected Fund Balance (12/31/24)		7,149,496		14,769,970		

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
NATURAL AREAS PRESERVATION PROGRAM
FUND BALANCE STATEMENT - JANUARY 31, 2024

Beginning Fund Balance (1/1/24)	9,421,113	unaudited	8%	YTD % Budget	
Revenue (Budget)					Variance
Property Tax	5,190,155			14%	(4,454,538)
Federal Revenue	-				-
Interest Earnings	100,000			0%	(100,000)
Other Revenue & Reimb.	<u>5,000</u>			0%	<u>(5,000)</u>
Total Revenue		5,295,155	735,617	14%	(4,559,538)
Expense (Budget)					Variance
Personnel Services	(815,111)			8%	749,164
Supplies & Other Services	(604,200)			2%	590,432
Internal Service Charges	(31,532)			8%	28,974
Capital					
Land Acquisition	(2,900,000)			9%	2,641,400
Land Development	-				-
Machinery & Equipment	<u>(50,000)</u>			0%	<u>50,000</u>
Capital Subtotal	(2,950,000)			9%	2,691,400
Total Expense		<u>(4,400,843)</u>	<u>(340,873)</u>	8%	4,059,970
Surplus/(Deficit)		894,312	394,744		
Projected Fund Balance (12/31/24)		<u>10,315,425</u>	<u>9,815,857</u>		

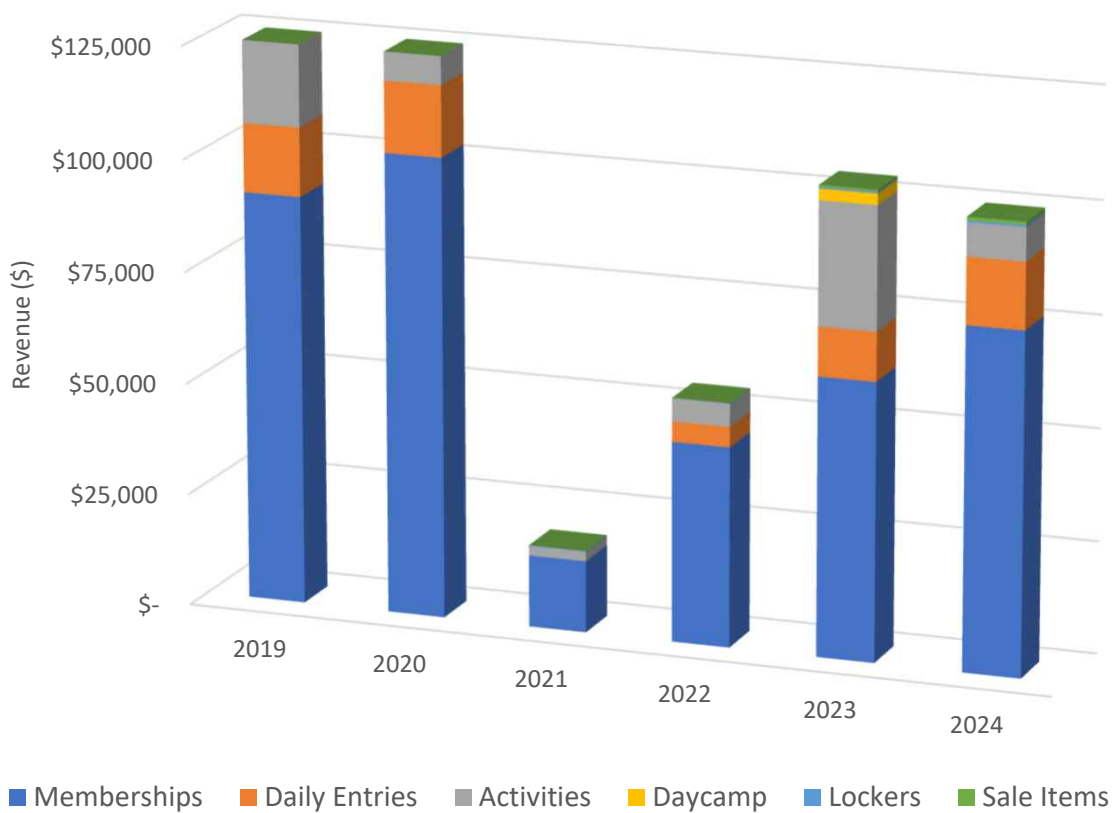
Rolling Hills County Park Revenue Report - January

	2019		2020		2021		2022		2023		2024	
Gate Fees	\$	3,546	\$	3,923	\$	17,175	\$	14,167	\$	19,080	\$	10,402
Disc Golf	\$	-	\$	306	\$	1,032	\$	350	\$	528	\$	341
Waterpark	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
Facility Rentals	\$	1,850	\$	1,705	\$	750	\$	1,450	\$	1,410	\$	1,100
Cell Tower Rent	\$	2,150	\$	2,215	\$	2,281	\$	2,350	\$	4,840	\$	2,493
Activities/Events	\$	391	\$	1,657	\$	476	\$	1,747	\$	1,719	\$	7,440
Winter Park	\$	774	\$	-	\$	-	\$	1,045	\$	3,610	\$	2,180
Daycamp	\$	-	\$	200	\$	-	\$	1,390	\$	3,572	\$	1,223
Totals:	\$	8,711	\$	10,006	\$	21,714	\$	22,499	\$	34,759	\$	25,178



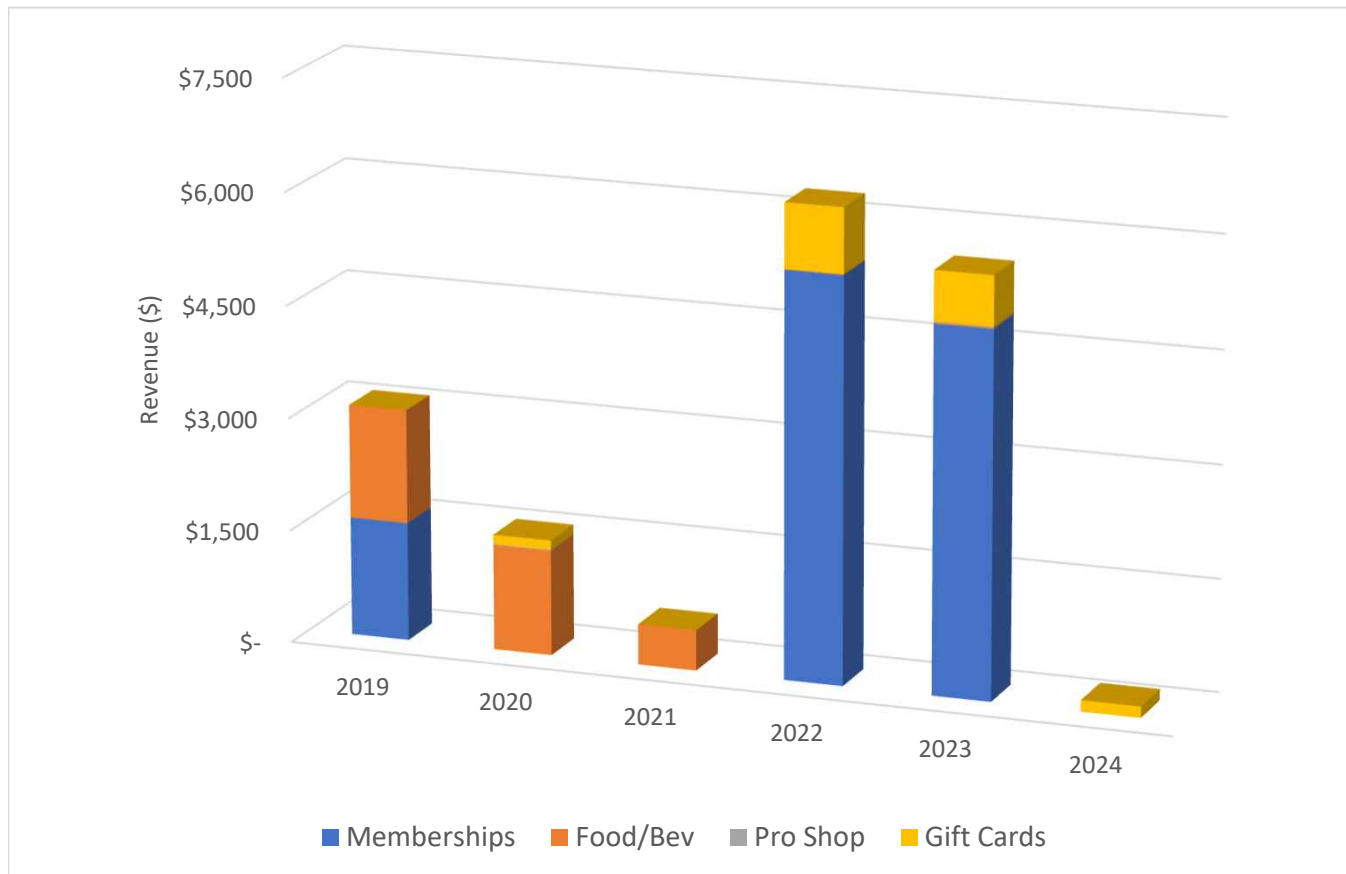
Meri Lou Murray Recreation Center Revenue Report - January

	2019	2020	2021	2022	2023	2024
Memberships	\$ 91,241	\$ 102,674	\$ 15,994	\$ 44,597	\$ 62,100	\$ 76,303
Daily Entries	\$ 15,432	\$ 15,953	\$ -	\$ 4,538	\$ 10,977	\$ 14,875
Activities	\$ 22,352	\$ 22,205	\$ 2,164	\$ 5,128	\$ 27,507	\$ 7,436
Daycamp	\$ -		\$ -	\$ -	\$ 2,520	\$ -
Lockers	\$ 539	\$ 889	\$ 140	\$ 90	\$ 378	\$ 420
Sale Items	\$ 930	\$ 913	\$ -	\$ 13	\$ 436	\$ 768
Totals:	\$ 130,494	\$ 142,634	\$ 18,298	\$ 54,366	\$ 103,918	\$ 99,802



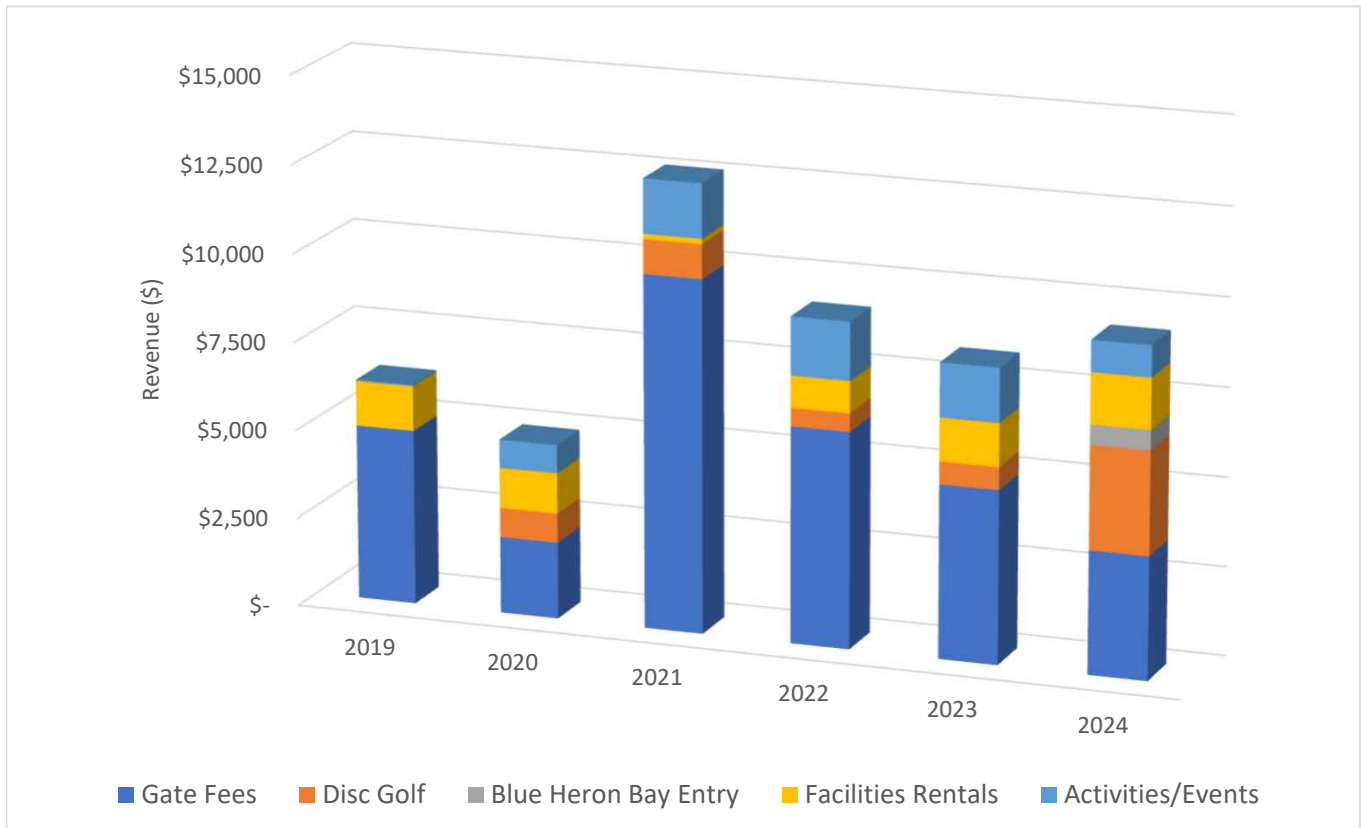
Pierce Lake Golf Course Revenue Report - January

	2019	2020	2021	2022	2023	2024
Memberships	\$ 1,575	\$ -	\$ -	\$ 5,400	\$ 4,875	\$ -
Greens Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Food/Bev	\$ 1,512	\$ 1,399	\$ 538	\$ 10	\$ 15	\$ -
Pro Shop	\$ -	\$ 11	\$ -	\$ -	\$ 14	\$ -
Gift Cards	\$ -	\$ 128	\$ -	\$ 868	\$ 667	\$ 150
Totals:	\$ 3,087	\$ 1,538	\$ 538	\$ 6,278	\$ 5,571	\$ 150



Independence Lake County Park Revenue Report - January

	2019	2020	2021	2022	2023	2024
Gate Fees	\$ 4,935	\$ 2,161	\$ 9,973	\$ 6,106	\$ 4,892	\$ 3,473
Disc Golf	\$ -	\$ 832	\$ 972	\$ 518	\$ 640	\$ 2,924
Blue Heron Bay Entry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 560
Facilities Rentals	\$ 1,270	\$ 1,140	\$ 150	\$ 900	\$ 1,220	\$ 1,440
Activities/Events	\$ 36	\$ 800	\$ 1,540	\$ 1,650	\$ 1,530	\$ 890
Daycamp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals:	\$ 6,241	\$ 4,933	\$ 12,635	\$ 9,174	\$ 8,282	\$ 9,287





Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: February 13, 2024
Re: Construction Contract Award – Highland Boardwalk and Trail

Background

WCPARC acquired the Highland Preserve in 2017 through the Natural Areas Preservation Program. The original parcel purchased is located north of Clark Road and west of Prospect Road, in Ypsilanti Township. In 2022, a second parcel located south of Clark Road was acquired and added 22 acres to the preserve. Combined, these sites preserve a mix of woods, meadows, fens, and a historical hillside prairie complex. Once public access is developed, these parcels will offer an opportunity to extend the Superior Greenway Nature Trail to the City of Ypsilanti.

The Commission granted Superior Township a utility easement to improve water and sewer conditions along Clark Road and as part of this development, the Township included the construction of our parking lot with the utility improvements. Unfortunately, this work has been delayed but it is expected to be completed by spring 2024. Due to proximity to a population center and greenway connection, staff developed a trail design that establishes the first accessible County-owned nature preserve in the eastern portion of the county. The resulting trail design plan includes 1600' ADA accessible gravel pathway that connects to a 240' boardwalk that crosses a creek and high-quality floodplain community.

Discussion

The parking lot has already been constructed by others per an agreement with the township as part of the pump house utility project. PEA Group (Brighton, MI) developed the design and prepared the final construction drawings for the boardwalk and trail components of the project and the county issued RFP #8549 to solicit proposals from contractors for construction services. Four bids were received:

Gibraltar Construction (Trenton, MI)	LJ Construction (Clifford, MI)	E.T. Mackenzie (Ann Arbor, MI)	M-K Construction (Brownstown, MI)
\$653,152	\$687,330	\$921,196	\$2,070,373

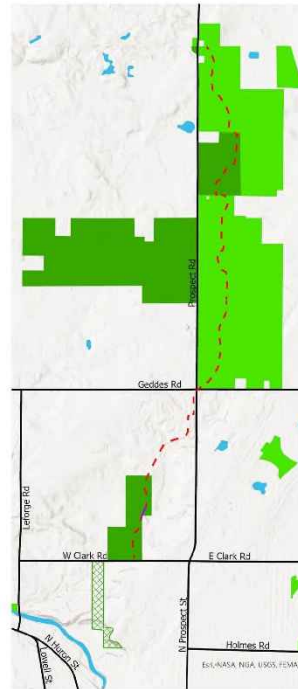
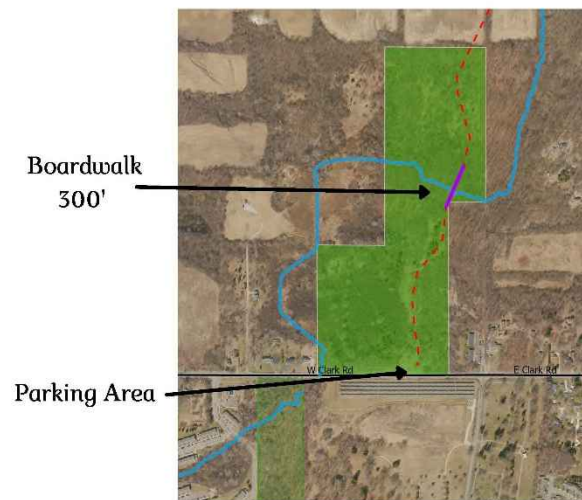
Staff conducted a thorough review of the bid responses to the RFP and based that information, has identified LJ Construction as having the most relevant experience, best qualifications, competitive pricing, and providing the most responsive and complete bid response.

Recommendation

It is my recommendation that the Washtenaw County Parks and Recreation Commission award the construction contract for RFP 8549 to LJ Construction of Clifford, MI in the amount of \$687,330, authorize an additional 10% construction contingency in the amount of \$68,733. Furthermore, I recommend that the Commission authorize staff to amend the NATAC Acquisition budget as listed below.

Fund	Account	Type	Title	Amounts
NATAC - Acq	20907500.801500	Expense	Consult/Contracts	\$400,000
NATAC - Acq	20907500.982000	Expense	Planned Cont-FB	(\$400,000)

HIGHLAND PRESERVE TRAIL DEVELOPMENT



Superior Township Hall



Connecting to Ypsilanti



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: February 13, 2024
Re: Heller Conservation Easement – Partnership

Background

The 70-acre Heller property was nominated to the Webster Township Land Preservation Program. The application was shared with NAPP for consideration in 2022. NATAC reviewed the property and visited the site in the summer of 2022. The property was a tier 1 priority for preservation in Round 22 for NATAC, based on the high-quality natural features noted below. The property was not prioritized by ALPAC.

Discussion

Webster Township is requesting WCPARC partner to purchase a conservation easement on the Heller property. Webster Township will own the easement and be responsible for monitoring and enforcing the easement.

The conservation easement property is adjacent to another property protected by Legacy Land Conservancy and in proximity to numerous other protected farm properties. While the majority of the property is in active agricultural production, an unexpected highlight of the Heller property included a patch of a rare sedge species, *Carex typhina*, found in the northern woods. Additional natural features to note include vernal pools, additional sedge species, diverse tree species and little invasive species noted on the site visit. The Assessment & Prioritization Mapping assessed the land as medium – high quality bioreserve site and prioritized to protect stream corridor.

Webster Township ordered an appraisal in November 2023 which valued the 70-acre easement at \$392,000 (\$5,600/acre). Webster Township received a USDA ACEP grant in the amount of \$192,080 and is requesting a contribution of \$78,400 from NATAC. The City of Ann Arbor Greenbelt's program will also contribute \$78,400 with the remainder of \$43,120 contributed by Webster Township. NATAC recommended to partner with Township and the City of Ann Arbor and contribute the requested amount at their November 2023 meeting and requested additional protection in the conservation easement to prevent impact on woods.

Recommendation

Based upon the review by the Natural Area Technical Advisory Committee and staff, it is my recommendation that the Washtenaw County Parks and Recreation Commission partner with Webster Township and the City of Ann Arbor for the purchase of a conservation easement on the Heller property in Webster Township, as identified in the attached maps. I recommend that WCPARC contribute \$78,400 (20%) of the purchase price of the conservation easement purchase, contingent upon attorney review of documents and execution of participation agreement. I further recommend that an addition \$7,500 be contributed to the stewardship special revenue fund to cover potential future costs associated with monitoring and enforcement of the conservation easement.

Heller Gregory Property: Local Area

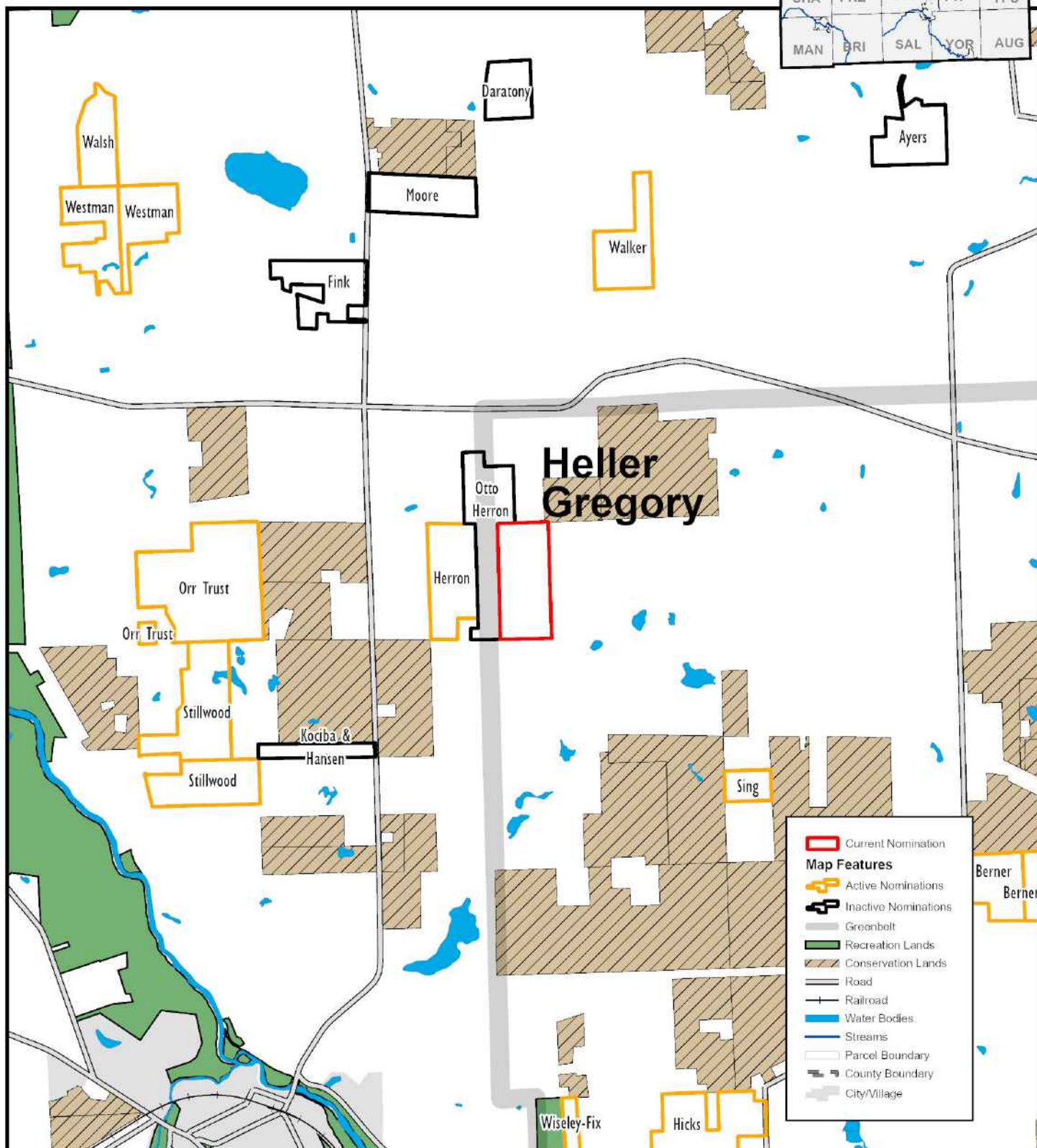
Natural Areas Preservation Program

Nomination ID: A22.152

Webster Township

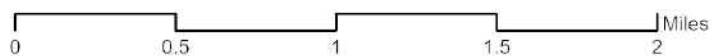
+/-70 Acres

Washtenaw County
Locator Map



Map Features

- Current Nomination
- Active Nominations
- Inactive Nominations
- Greenbelt
- Recreation Lands
- Conservation Lands
- Road
- Railroad
- Water Bodies
- Streams
- Parcel Boundary
- County Boundary
- City/Village



Heller Gregory Property: Aerial & Soils

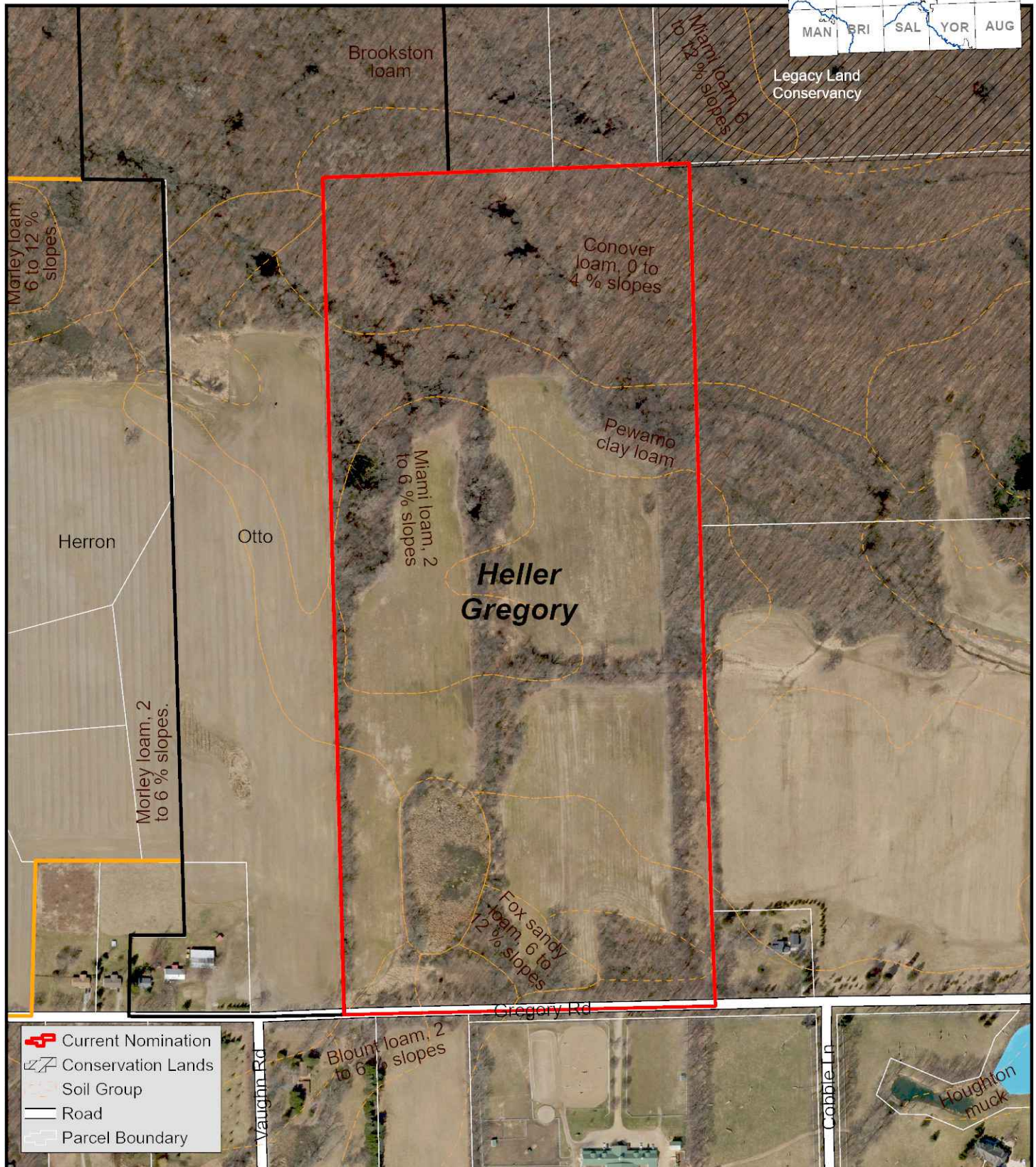
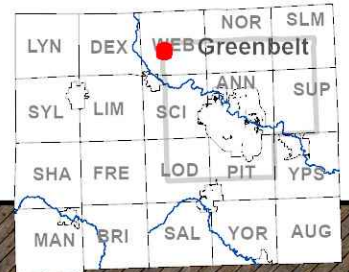
Natural Areas Preservation Program

Nomination ID: A22.152

Webster Township

+/- 70 Acres

Washtenaw County
Locator Map



Heller Gregory Property: Assessment & Prioritization Mapping

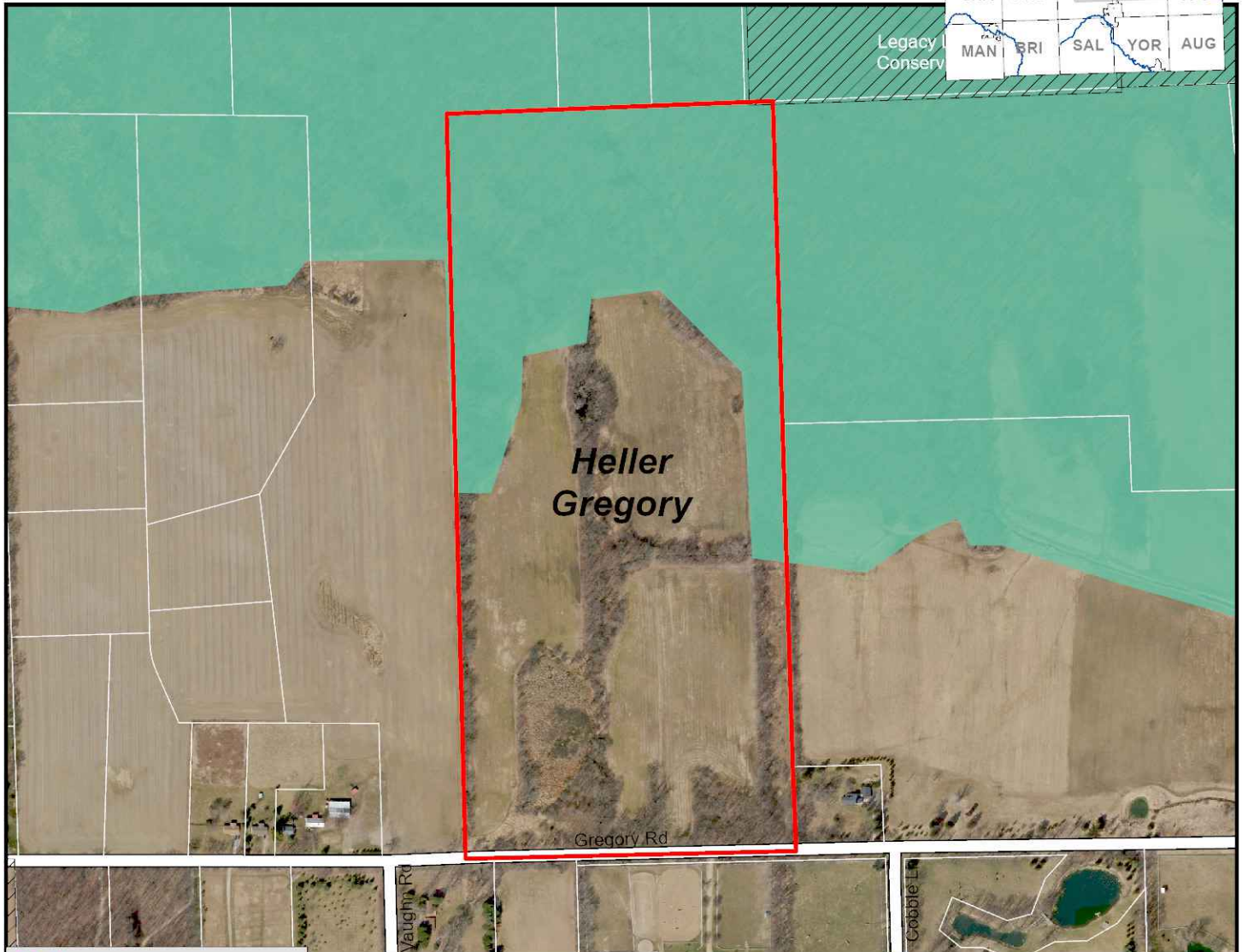
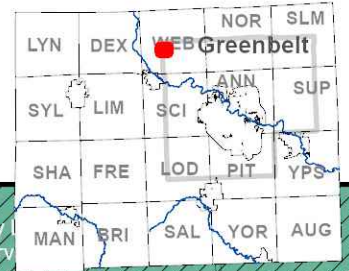
Natural Areas Preservation Program

Nomination ID:A22.152

Webster Township

+/-70 Acres

Washtenaw County
Locator Map



At least one parcel or area on this property was prioritized based on:

Patch Expansion: This site is located in a dense area of higher quality land and protection thereof enlarges the footprint of existing protected land.

New Patch Establishment: This site is located in a dense area of higher quality land and protection thereof helps preserve land where none is currently preserved, in a manner that still offers "stepping stone" connectivity.

Corridor: Protection of this site protects land within an identified path of linear habitat connectivity.

→ **Stream Protection:** Protection of this site preserves or is ecologically connected to a site that preserves creek frontage.

Lake Plain Ecoregion: Protection of this site preserves land in the lake plain ecoregion, much of which has been developed and is significantly underrepresented in NAPP's portfolio.

Not prioritized





Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: February 13, 2024
Re: Heydon Conservation Easement – Partnership

Background

The 30-acre Heydon property was nominated to Webster Township Purchase of Development Rights Program. The application was shared with NAPP for consideration in 2023. The Natural Area Technical Advisory Committee (NATAC) reviewed the property and visited the site in the summer of 2023. The property was identified as a tier 2 priority for preservation in Round 23, and NATAC requested clarification on the type of purchase (conservation easement or fee purchase) and designate future connection to the adjacent property owned by Legacy Land Conservancy.

Discussion

Webster Township is requesting partnership from NAPP and the City of Ann Arbor Greenbelt Program to purchase a conservation easement on the Heydon property. Webster Township will own the easement and be responsible for monitoring and enforcing the easement. The conservation easement is adjacent to land preserved by Legacy Land Conservancy and increases the overall footprint of local natural resource protection in the area. Other highlights include mature woods, two creeks and surrounding floodplains. The NATAC site visit documented snakes and a diverse understory existing along the creek shorelines. In the creek, plant species were noted that indicate clean, cold waters where cadis fly larva were documented. The Assessment & Prioritization Mapping prioritized the Heydon property for conservation due to benefits to stream protection and water quality. The proposed conservation easement will include a future area designated for parking to access the adjacent Legacy nature preserve.

Webster Township ordered an appraisal in November 2023 which valued the 30-acre easement at \$285,000 (\$9,500/acre). Webster Township is requesting a cost sharing partnership from NAPP and the Ann Arbor Greenbelt. Webster Township will contribute \$28,500 and the Greenbelt and NAPP will both contribute \$128,250 towards the purchase of a conservation easement on the Heydon property. NATAC has recommended to partner with Township and contribute the requested amount at their November 2023 meeting.

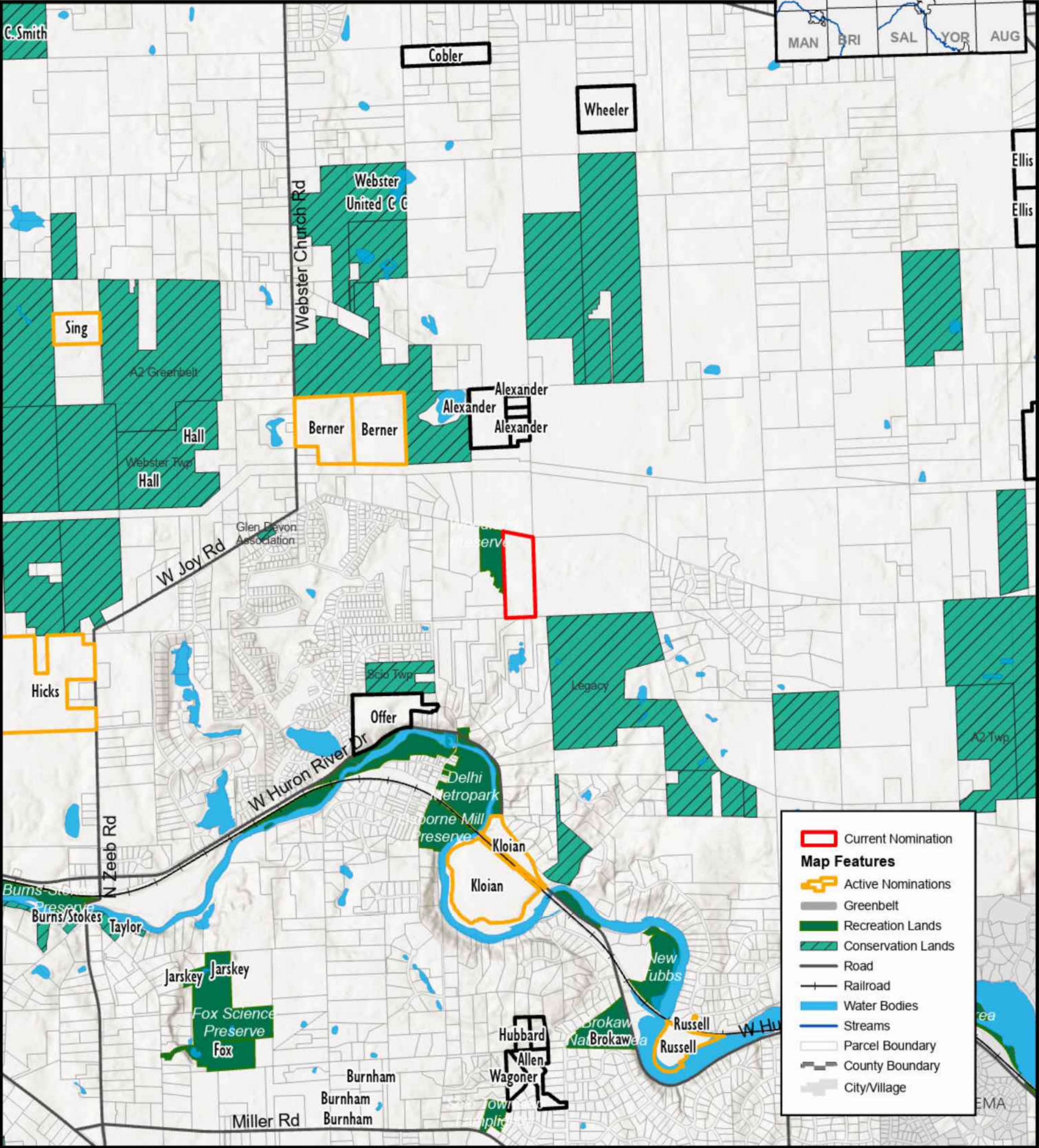
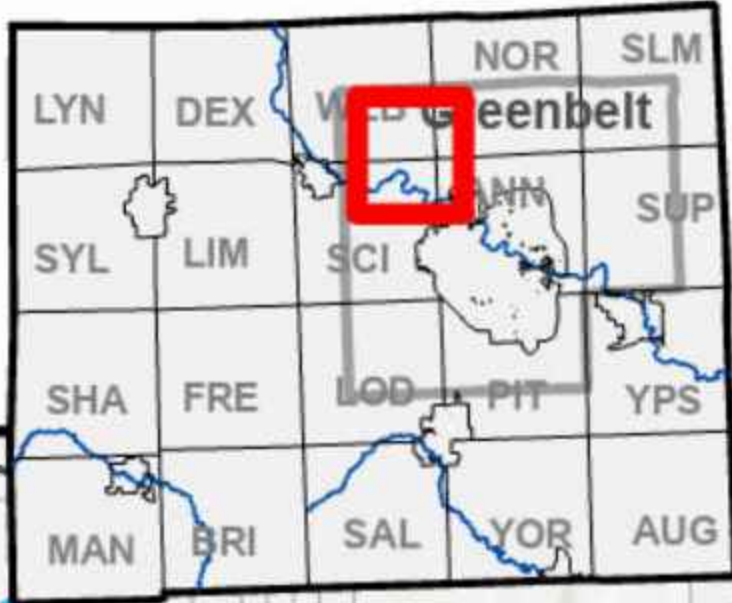
Recommendation

Based upon the review by NATAC and staff, it is my recommendation that the Washtenaw County Parks and Recreation Commission partner with Webster Township and the Ann Arbor Greenbelt for the purchase of a conservation easement on the Heydon property in Webster Township, as identified in the attached maps. I recommend that WCPARC contribute 45% of the purchase price of the conservation easement purchase, not to exceed \$128,250, contingent upon attorney review of documents and execution of participation agreement. I further recommend that an addition \$7,500 be contributed to the stewardship special revenue fund to cover potential future costs associated with monitoring and enforcement of the conservation easement.

Heydon Property: Local Area

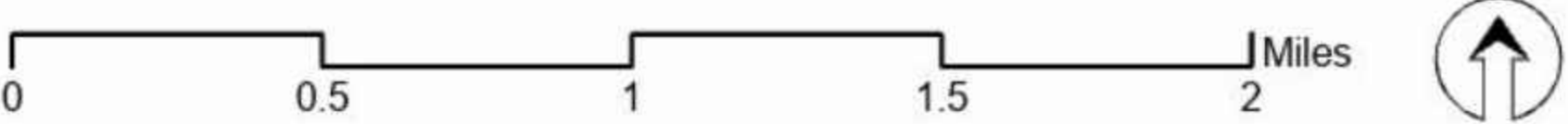
Natural Areas Preservation Program
 Nomination ID:
 Webster Township
 +/-30 Acres

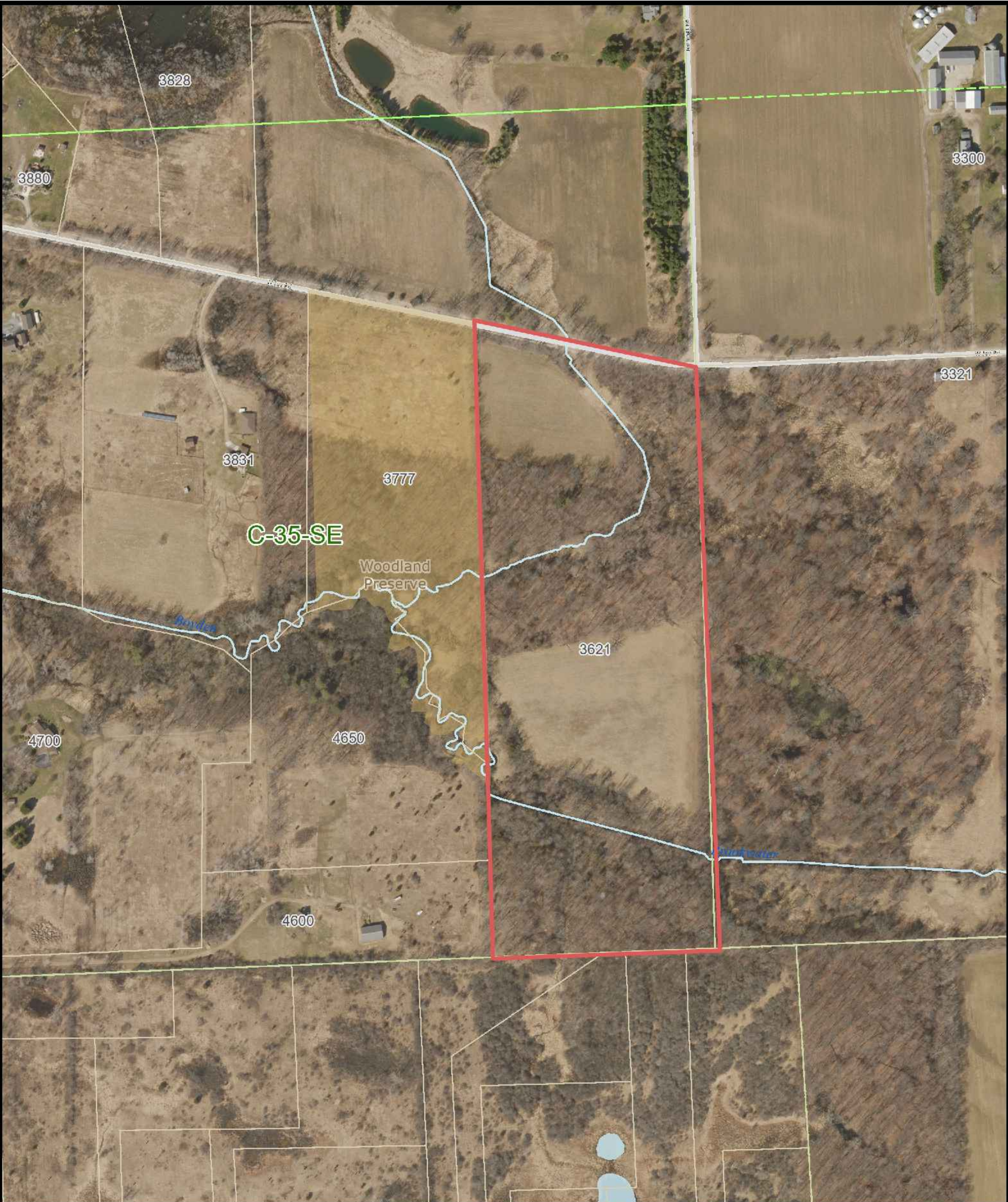
Washtenaw County
 Locator Map



Map Features

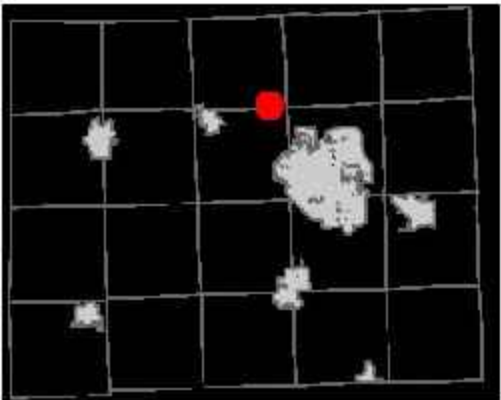
- Current Nomination
- Active Nominations
- Greenbelt
- Recreation Lands
- Conservation Lands
- Road
- Railroad
- Water Bodies
- Streams
- Parcel Boundary
- County Boundary
- City/Village





Heydon aerial

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1: 4,800

6/6/2023

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.



NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

Heydon Property: Assessment & Prioritization Mapping

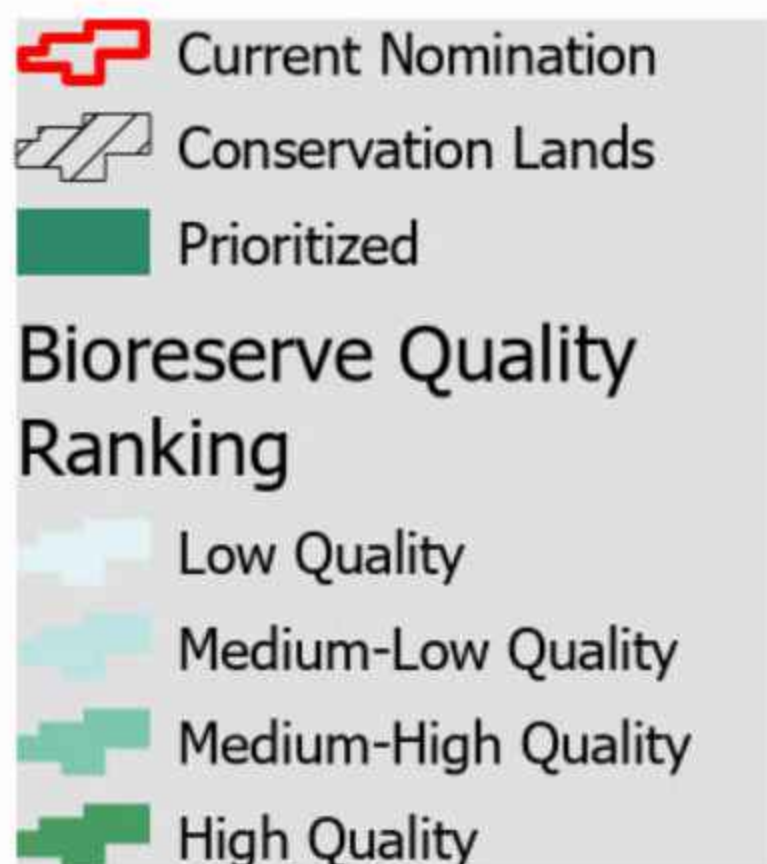
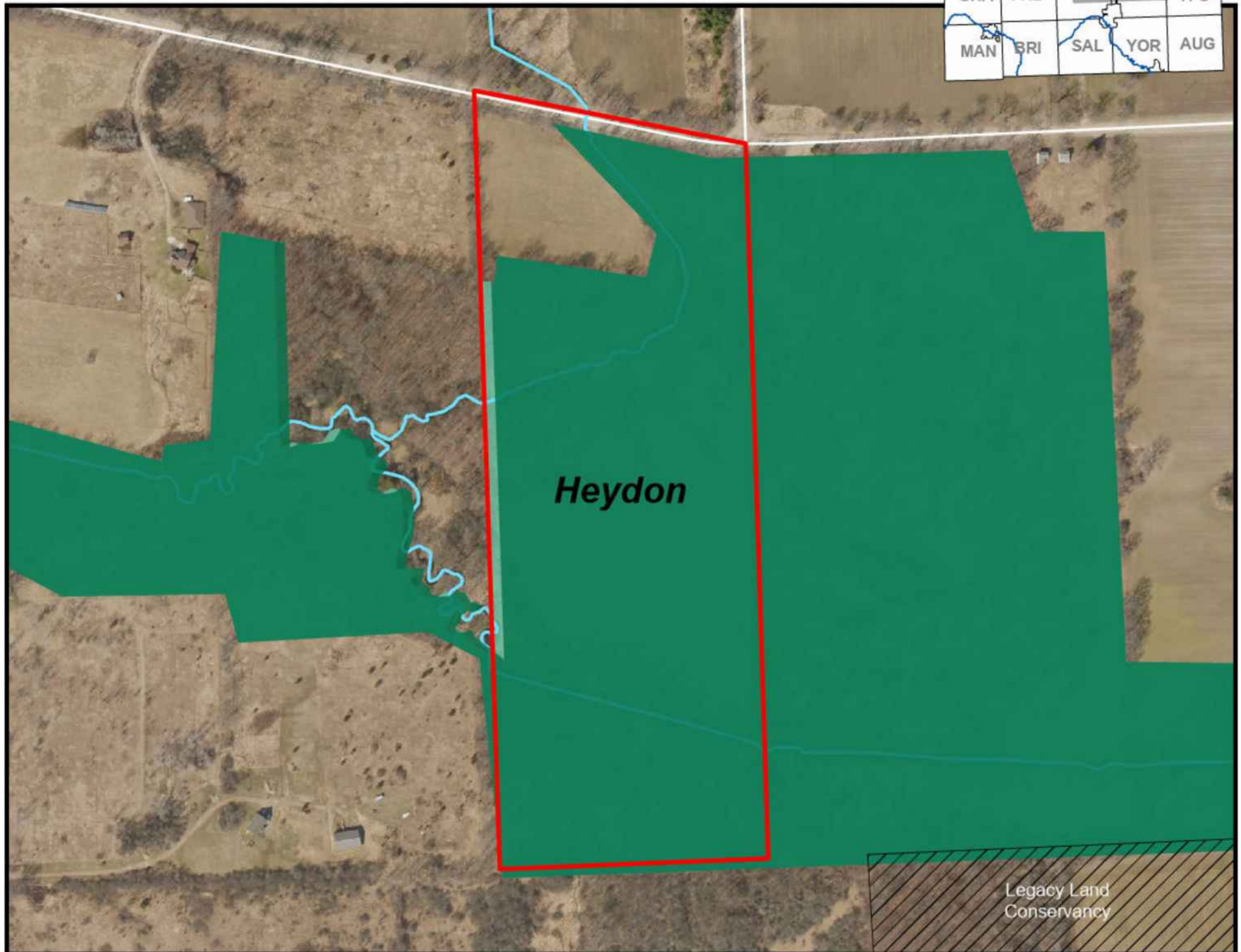
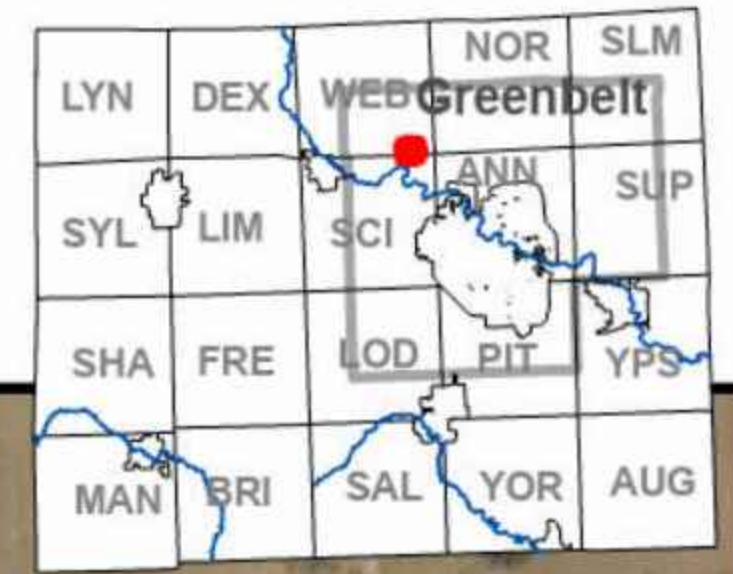
Natural Areas Preservation Program

Nomination ID:

Webster Township

+/-30 Acres

Washtenaw County
Locator Map



At least one parcel or area on this property was prioritized based on:

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Lake Plain Ecoregion: Protection of this site preserves land in the lake plain ecoregion, much of which has been developed and is significantly underrepresented in NAPP's portfolio.

→ **Prioritized**

