



Washtenaw County Parks and Recreation Commission

NOTICE OF MEETING

Date: May 13, 2025

Time: 2:00 p.m.

Location: Meri Lou Murray Recreation Center, 2960 Washtenaw Ave., Ann Arbor, MI 48104

AGENDA

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approval of the Minutes**
 - A. April 8, 2025 Meeting (attached, pp. 1-3/action item)
- 4. Public Comment**
- 5. Communications, Projects & Activities** (attached, pp. 4-11/action item)
- 6. Financial & Recreation Reports – April 2025**
 - A. Claims Reports (attached, p. 12/action item)
 - B. Fund Balance Reports (attached, pp. 13-16/action item)
 - C. Revenue Reports (attached, pp. 17-20/action item)
- 7. Old Business**
 - A. Asset Management Update (presentation at meeting)
 - B. Meri Lou Murray Natatorium Renovation Bid Award (attached, pp. 21-22/action item)
 - C. NAPP – Zellner Final Approval (attached, pp. 23-27/action item)
 - D. Other Old Business
- 8. New Business**
 - A. Director's Comments (attached, pp. 28-30/action item)
 - B. Staebler North Side Development Award (attached, pp. 31-38/action item)
 - C. Contract Award – Burns-Stokes Preserve Retaining Wall (attached, pp. 39-43/action item)
 - D. Other New Business
- 9. Commissioners Comments**
- 10. 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: April 8, 2025

Time: 2:00 p.m.

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

Members Present: Patricia Scribner, WCPARC President; Janis Bobrin WCPARC Vice President; Dan Ezekiel, WCPARC Secretary; Gretchen Driskell, Robert Marans, JoAnn McCollum, Brenda McKinney, and Yousef Rabhi.

Members Absent: Robert Joerg and Katie Scott

Staff Present: Coy Vaughn, Director; Meghan Bonfiglio, Deputy Director; Rhonda Bouma, Deputy Director of Operations; Jason Brooks, Manager of Finance and Administration; Karen Harris, Parks Analyst, Superintendent; Ann Ziolkowski, Communications Manager; and Kyle Jasper, Communications Specialist.

Others Present:

1. Call to Order

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

2. Pledge of Allegiance

3. Approval of the Minutes

A. March 11, 2025 Minutes

The minutes of the March 11, 2025 regular meeting were included with the packet materials.

It was moved by Ms. McKinney, seconded by Ms. Driskell, to approve the minutes of the March 11, 2025 regular meeting, as attached. All ayes, the motion was approved.

4. Public Comment

Janice Kessler requested a playground in Manchester Township. She added that Coy Vaughn did reach out to her after the last WCPARC meeting to hear her concerns and discuss possible solutions.

Monica Ross Williams spoke about Cheney Elementary being demolished. She stated that many in the community of Ypsilanti/Superior residents would like to honor Johnney Cheney perhaps through the process of designating a name for the proposed Eastside Recreation Center.

5. Communications, Projects & Activities

Mr. Vaughn provided details on the March communications and news items contained within the packet materials. He also discussed upcoming events.

Ms. Ziolkowski and Mr. Jasper reported on the Communications and Social Media Reports contained in the packet materials.

It was moved by Ms. Bobrin, seconded by Mr. Ezekiel, to receive and file the Communications, Projects & Activities for the month of March 2025, as submitted. All ayes, the motion was approved.

6. Financial Reports – March 2025

A. Claims Report

Mr. Brooks reported that claims for the month of March 2025 totaled \$433,068.01.

It was moved by Mr. Rabhi, seconded by, Ms. McKinney to approve the claims for the month of March 2025 as submitted. Roll call vote, 8 ayes, 0 nays, 2 absent (Scott and Joerg), the motion was approved.

B. Fund Balance Reports

Mr. Brooks provided an update on the fund balance reports from March.

Ms. McCollum asked about potential tariff impacts. Ms. Bonfiglio stated that we should be prepared to see increased costs, particularly when it comes to large capital expenditure contracts but that much remains unknown.

It was moved by Mr. Rabhi, seconded by Ms. Driskell to receive and file the fund balance reports for the month of March 2025 as submitted. All ayes, the motion was approved.

C. Revenue Reports

Mr. Brooks presented the Revenue Reports for the month of March 2025.

It was moved by Mr. Rabhi, seconded by Mr. Marans, to receive and file the Revenue Reports for the month of March 2025. All ayes, the motion was approved.

7. Old Business

A. GRO Development Contract

Mr. Vaughn provided a presentation on the company being used for the Eastside Rec Center; data is from 2020. Initially this was in collaboration with the YMCA \$104,000 (\$40,000 WCPARC and \$30,000 YMCA). But now that contract will be closed and redeveloped with WCPARC since we hold the seat; GRO is asking for an \$34,000 to finish the project.

It was moved by Mr. Marans, seconded by Ms. McCollum, to authorize a contract in the amount of \$34,000 with GRO Development to complete EWCRC schematic design. Roll call vote, 8 ayes, 0 nays, 2 absent (Joerg and Scott), the motion was approved.

B. Other Old Business

None

8. New Business

A. Director's Comments

Mr. Vaughn provided an update on the Ellis Property and shared that the property survey has been completed and that the acquisition is around a quarter of an acre more than anticipated. He added that this would bring the total cost of the closing to just over \$195,000.

Ms. Bonfiglio provided an update on summer camp sponsorships, which include Saline Rec on the Go, Manchester Community Schools and the Ypsilanti District Library-Superior Branch Arts Alliance program. Mr. Rabhi asked if WCPARC receives the appropriate recognition when sponsoring these programs. Mr. Vaughn pointed out that a funding request form exists which allows organizations requesting funds to specify the exact way in which WCPARC will be recognized for their sponsorship.

It was moved by Mr. Rabhi, seconded by Ms. McCollum, to receive and file the Commission Report as part of Director's Comments for the month of March 2025, as submitted. All ayes, the motion was approved.

B. Michigan Folk School Advisory Appointments

Ms. Bonfiglio stated that the Michigan Folk School Advisory Board was established in 2023 with staggered term limits and noted that some of seats are now up for reappointment. Mr. Rabhi asked if members abstain from votes if there are conflicts of interest. Ms. McKinney stated that they do.

It was moved by Ms. McKinney, seconded by Mr. Ezekiel, to appoint Tom Freeman, public at large with a term expiring March, 2027; Julia Gold, educational representative with a term expiring March, 2028; Atticus McFadden-Keesling, folk arts crafts industry with a term expiring March, 2027; and Gus Schissler, folk arts crafts industry with a term expiring March, 2028 to the Michigan Folk school Advisory Board. All ayes, the motion was approved.

9. Closed Session - Personnel Matter

Roll call vote, 8 ayes, 0 nays, 2 absent (Joerg and Scott), the motion was approved to adjourn to closed session at 2:56 p.m.

The meeting reconvened at 3:31 p.m.

10. Commissioners Comments

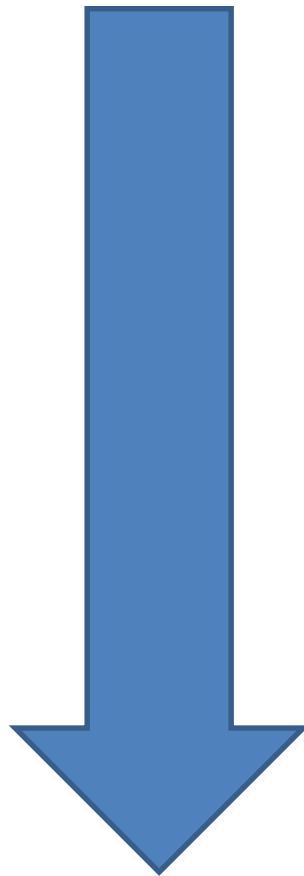
Mr. Marans commented about the new pickleball courts that HCMA is building at Hudson Mills MetroPark. He said that they were partially paid for by a private donation. He asked if there were any plans to build outdoor courts at any WCPARC park.

11. Adjournment

It was moved by Ms. McKinney and seconded by Mr. Ezekiel to adjourn. All ayes, the motion was approved.

The meeting adjourned at 3:37 p.m.

Communications, Projects & Activities



MEDIA COVERAGE – April 2025

The SunTimes News - Bridge the B2B Fundraising Challenge: Help Complete the Border-to-Border Trail Connection, 4/4/2025 - <https://thesuntimesnews.com/bridge-the-b2b-fundraising-challenge-help-complete-the-border-to-border-trail-connection/>

Concentrate - Michigan Folk School builds community by passing on knowledge of traditional skills, 4/15/2025 - <https://www.secondwavemedia.com/concentrate/features/michigan-folk-school-builds-community-by-passing-on-knowledge-of-traditional-skills.aspx>

LittleGuide – 5 Free, Unique Outdoor Places to Visit in Metro Detroit, 4/22/2025 - <https://littleguidedetroit.com/5-free-unique-outdoor-places-to-visit-in-metro-detroit/>

Meghan Bonfiglio

From: Lauren Koloski
Sent: Wednesday, April 23, 2025 8:44 AM
To: Ginny L. Leikam
Cc: Meghan Bonfiglio; Coy Vaughn
Subject: FW: Kudos for Shawn and Kelsey

Good Morning!

Sharing some Naturalist appreciation I received from the community!

Naturalist out there doing great community work 😊

From: Dina Kim <dinakim1@icloud.com>
Sent: Tuesday, April 22, 2025 11:06 AM
To: Lauren Koloski <koloskil@washtenaw.org>
Cc: Shawn Severance <severances@washtenaw.org>; Kelsey Dehring <dehringk@washtenaw.org>
Subject: Kudos for Shawn and Kelsey

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Ms. Koloski:

I recently attended the Spring Healing Teas walk led by Shawn Severance and the Timberdoodle Tumble walk led by Kelsey Dehring. Both walks were extremely informative and...fun! It was clear from the materials that were shared and the information they both provided that a lot of work went into preparing these walks. I also appreciated the fact that these events were scheduled on a Saturday or after working hours. Though I'm recently retired, I know these times make these events more accessible to working folks.

I recently moved to Ann Arbor and am grateful for these enriching activities.

Sincerely,

Dina Lehmann-Kim

Freeways and Fairways: Pierce Lake, Chelsea

By Tom Lang

This is part of an occasional series that looks at golf courses found along Michigan freeways – those you drive by frequently, or on that annual vacation, but never seem to have time to stop and explore. Maybe you should.

Pierce Lake is a wonderful municipal course west of Ann Arbor that too many I-94 commuters pass by in their busy lives. It's truly one of the better 'munis' in Southeast Michigan, with very reasonable prices for a course filled with challenge, beauty and fun.

Trees line many holes, but on the front nine they are pushed back away from the wide fairways allowing for a much more open-air experience. A good variety of shot shapes are required and the rolling terrain is a pleasant surprise in the region.

Hole 9 is a really nice closing hole (if you choose not to make the turn), as it goes downhill all the way and gives your drive an extra 20-30 yard kick. If you do make the turn, 18 is also a great

closing hole, but is unique in that it's a long par 3. Even from the middle tees it's roughly 200 yards to a huge green complex that's more than 50 yards deep and is framed by a high-banked hill to the left.

The holes where the freeway is evident are easily No. 2-5, then 10-13 on the back nine. And it's the back nine where the fairways narrow, and accuracy is at more of a premium. Eight of the back 9 holes require going over a marsh, creek or pond either directly in front of the tee, or somewhere along the approach to the green. Of course, forward tees give a break on some of those tee shots.

What jumped out at me is that many holes are actually more attractive when looking from the green back to the tee, so don't forget to turn around after picking up your putts and enjoy the land you just traversed – a trip I enjoyed the entire time.

More information:
<https://www.piercelakegolf.com/>

THE ULTIMATE GOLF EXPERIENCE.

Times 10



BoyneGolf.com

Getting to BOYNE Golf has never been easier. Whether you're driving or flying into either the nearby Traverse City (TVC) from 19 U.S. cities – or our newly-renovated private 5200' airport at Boyne Mountain, our 10 magnificent courses are closer than you think. Call 855.586.0290 to book now!





Digital Report - April 2025

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

Monthly comparisons and Year to Date (YTD) accumulations (social media) will be used to track data and improve our outreach.

USEFUL DEFINITIONS FOR THIS REPORT

Views

The number of times your content was played or displayed. Content includes videos, posts, stories and ads.

Followers

Accounts that have chosen to see your content on their newsfeed, without needing to visit your social media page.

Followers vs Non-Followers and Why It Matters

With followers being accounts that have chosen to keep up with our social media accounts, non-followers are simply accounts that have not yet chosen to do so. Breaking post views down by followers and non-followers is indicative on how wide of a reach a post has had. Some factors to reaching more accounts include: who has 'shared' the content and their following, type of hashtags that are used in the post, and content type.

Link Clicks (Facebook only)

The number of clicks on links within posts that led to destinations or experiences, on or off Facebook.

Interactions (Instagram only)

The number of post likes or reactions, saves, comments and shares minus the number of deleted or removed interactions.

Social Media Report

WCPARC FACEBOOK

WCPARC Followers
Growth

+37

Total Followers

7.2K

Views This Month

11.7K

Views Last
Month

18.8K

Views YTD

62.4K

Link Clicks This Month

Up 59%

Compared to Last Month

Link Clicks YTD

Up 75%



Post Highlight

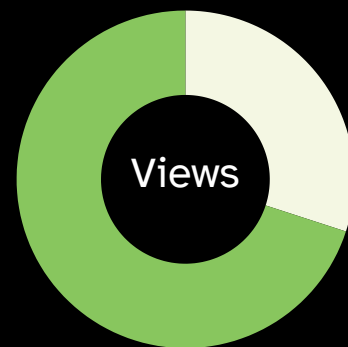
Advertisement for East Side Day Camp signup



Post Highlight Views

1.5k

Post Highlight Views



From
Followers

30%

From Non-
followers

70%

Views



Social Media Report

WCPARC INSTAGRAM

WCPARC Followers
Growth

+28

Total Followers

3.76K

Views This Month

3.8K

Views Last
Month

5.2K

Views YTD

22.3K

Content Interactions
This Month

Down 38%

Compared to Last Month
Content Interactions YTD

Up 11% 

Post Highlight

Photo Ambassador, Ben Douma, captured a
starry night at West Lake Preserve

Post Highlight Views

539

Post Highlight
Views

From
Followers

100%

Views

E-News

April Newsletter

Open Rate

40.2%

Open Rate Last Month

40.7%

Link Click Rate

2.5%

Link Click Rate
Last Month

3%

Top Links Clicked

1. Spring Program Guide
2. Michigan Folk School
3. MLM Recreation Center registration

Website

Most popular pages

Title	URL		Page views % of total	Visits % of total
Parks & Recreation Washtenaw County, MI - Official Website	https://www.washtenaw.org/288/Parks-Recreation		1,569 28.1%	1,234 34.6%
Recreation & Activities Washtenaw County, MI	https://www.washtenaw.org/715/Recreation-Activities		414 7.4%	347 9.7%
Programs & Special Events Washtenaw County, MI	https://www.washtenaw.org/795/Programs-Special-Events		390 7.0%	310 8.7%
Parks, Preserves, Trails Washtenaw County, MI - Official Website	https://www.washtenaw.org/289/Parks-Preserves-Trails		329 5.9%	271 7.6%



Washtenaw County Parks and Recreation Commission

April 2025 - Claims Report

PARK / FACILITY / FUNCTION	UTILITIES	DIRECT PURCHASES	OTHER	TOTAL
Administration	\$ 816.29	\$ 10,586.31	\$ 205,019.45	\$ 216,422.05
Recreation Center	12,236.56	2,724.08	15,643.13	30,603.77
Park Maintenance	983.53	16,104.83	4,852.48	21,940.84
Pierce Lake Golf Course	1,506.45	5,755.48	68,768.11	76,030.04
Independence Lake	1,873.94	5,212.99	34,461.67	41,548.60
Rolling Hills	3,533.53	12,619.27	22,742.68	38,895.48
Parker Mill	81.74	-	717.00	798.74
Sharon Mills	-	-	2,149.75	2,149.75
Staebler Farm	1,835.62	8,833.71	3,755.26	14,424.59
Swift Run Dog Park	-	-	-	-
Capital Improvement	-	-	66,868.26	66,868.26
Committed Funding Partnerships	-	-	8,500.00	8,500.00
Commission	-	-	-	-
SUBTOTAL	\$ 22,867.66	\$ 61,836.67	\$ 433,477.79	\$ 518,182.12
Road Millage Fund	-	-	6,885.49	6,885.49
SUBTOTAL	\$ -	\$ -	\$ 6,885.49	\$ 6,885.49
Natural Areas Preservation Program				
Acquisition	\$ -	\$ -	\$ 2,163.96	\$ 2,163.96
Preserve Management	-	7,405.55	1,038.99	\$ 8,444.54
NATAC	-	-	-	\$ -
Acquisition	\$ -	\$ -	\$ 7,487.00	\$ 7,487.00
Annual Monitoring	-	-	-	\$ -
ALPAC	-	-	-	-
SUBTOTAL	\$ -	\$ 7,405.55	\$ 10,689.95	\$ 18,095.50
TOTAL	\$ 22,867.66	\$ 69,242.22	\$ 451,053.23	\$ 543,163.11

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

\$ 543,163.11

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
FUND BALANCE STATEMENT - MARCH 31, 2025

Beginning Fund Balance (1/1/25)	14,781,564 (unaudited)	25%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	10,500,149	8,752,817	83%	(1,747,332)
State Grant Funds	-	-		-
Fees & Services	4,388,000	736,695	17%	(3,651,305)
Interest Earnings	300,000	54,005	18%	(245,995)
Other Revenue & Reimb.	<u>30,000</u>	<u>-</u>	0%	<u>(30,000)</u>
Total Revenue	15,218,149	9,543,517	63%	(5,674,632)
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(8,562,262)	(1,642,014)	19%	6,920,248
Supplies & Other Services	(2,990,100)	(454,341)	15%	2,535,759
Internal Service Charges	(1,055,612)	(257,228)	24%	798,384
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(137,902)	4%	2,962,098
Contingency	(400,000)	-	0%	400,000
Machinery & Equipment	<u>(90,000)</u>	<u>(816)</u>	1%	<u>89,184</u>
Capital Subtotal	(3,590,000)	(138,717)	4%	3,451,283
Transfers Out	(1,200,000)	-		
Total Expense	<u>(17,397,974)</u>	<u>(2,492,301)</u>	14%	13,705,673
Surplus/(Deficit)	(2,179,825)	7,051,216		
Operating Reserve	(10,500,149)	(9,798,849)		
2025 Funding Commitments (Partnerships)	<u>(4,780,000)</u>	<u>-</u>		
	(15,280,149)	(9,798,849)		
Projected Fund Balance (12/31/25)	<u>7,821,739</u>	<u>21,832,780</u>		

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
FUND BALANCE STATEMENT - APRIL 30, 2025

Beginning Fund Balance (1/1/25)	14,781,564 (unaudited)	33%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	10,500,149	10,370,578	99%	(129,571)
State Grant Funds	-	-		-
Fees & Services	4,388,000	1,013,312	23%	(3,374,688)
Interest Earnings	300,000	126,020	42%	(173,980)
Other Revenue & Reimb.	<u>30,000</u>	<u>-</u>	0%	<u>(30,000)</u>
Total Revenue	15,218,149	11,509,910	76%	(3,708,239)
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(8,562,262)	(2,250,572)	26%	6,311,690
Supplies & Other Services	(2,990,100)	(687,150)	23%	2,302,950
Internal Service Charges	(1,055,612)	(354,852)	34%	700,760
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(381,447)	12%	2,718,553
Contingency	(400,000)	(29,100)	7%	370,900
Machinery & Equipment	<u>(90,000)</u>	<u>(12,532)</u>	14%	<u>77,468</u>
Capital Subtotal	(3,590,000)	(423,080)	12%	3,166,920
Transfers Out	(1,200,000)	-		
Total Expense	<u>(17,397,974)</u>	<u>(3,715,653)</u>	21%	12,482,321
Surplus/(Deficit)	(2,179,825)	7,794,257		
Operating Reserve	(10,500,149)	(9,798,849)		
2025 Funding Commitments (Partnerships)	<u>(4,780,000)</u>	<u>-</u>		
	(15,280,149)	(9,798,849)		
Projected Fund Balance (12/31/25)	<u>7,821,739</u>	<u>22,575,821</u>		

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
NATURAL AREAS PRESERVATION PROGRAM
FUND BALANCE STATEMENT - MARCH 31, 2025

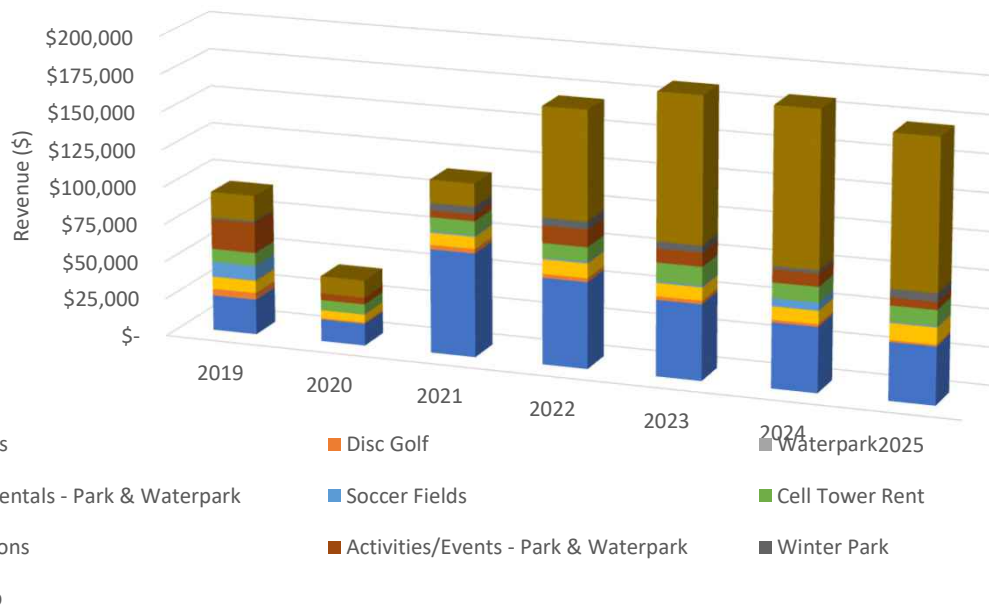
Beginning Fund Balance (1/1/25)	9,604,830	unaudited	25%	YTD % Budget	
Revenue (Budget)					Variance
Property Tax	5,563,519		4,657,817	84%	(905,702)
Federal Revenue	-		432,183		432,183
Interest Earnings	100,000		36,103	36%	(63,897)
Other Revenue & Reimb.	<u>5,000</u>		<u>-</u>	0%	<u>(5,000)</u>
Total Revenue		5,668,519	5,126,103	90%	(542,416)
Expense (Budget)					Variance
Personnel Services	(674,205)		(169,501)	25%	504,704
Supplies & Other Services	(654,200)		(52,713)	8%	601,487
Internal Service Charges	(37,719)		(4,819)	13%	32,900
Capital					
Land Acquisition	(2,900,000)		(77,000)	3%	2,823,000
Land Development	-		-		-
Machinery & Equipment	<u>(20,000)</u>		<u>(3,397)</u>	17%	<u>16,603</u>
Capital Subtotal	(2,920,000)		(80,397)	3%	2,839,603
Total Expense		<u>(4,286,124)</u>	<u>(307,431)</u>	7%	3,978,693
Surplus/(Deficit)		1,382,395	4,818,672		
Projected Fund Balance (12/31/25)		<u>10,987,225</u>	<u>14,423,502</u>		

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
NATURAL AREAS PRESERVATION PROGRAM
FUND BALANCE STATEMENT - APRIL 30, 2025

Beginning Fund Balance (1/1/25)	10,037,013	unaudited	33%	YTD % Budget	
Revenue (Budget)					Variance
Property Tax	5,563,519			99%	(44,428)
State Revenue	-				511,751
Interest Earnings	100,000			85%	(15,461)
Other Revenue & Reimb.	<u>5,000</u>			0%	<u>(5,000)</u>
Total Revenue		5,668,519	6,115,382	108%	446,863
Expense (Budget)					Variance
Personnel Services	(674,205)	(238,999)		35%	435,206
Supplies & Other Services	(654,200)	(68,433)		10%	585,767
Internal Service Charges	(37,719)	(6,128)		16%	31,591
Capital					
Land Acquisition	(2,900,000)	(77,000)		3%	2,823,000
Land Development	-	-			-
Machinery & Equipment	<u>(20,000)</u>	<u>(3,397)</u>		17%	<u>16,603</u>
Capital Subtotal	(2,920,000)	(80,397)		3%	2,839,603
Total Expense		<u>(4,286,124)</u>	<u>(393,957)</u>	9%	3,892,167
Surplus/(Deficit)		1,382,395	5,721,425		
Projected Fund Balance (12/31/25)		<u>11,419,408</u>	<u>15,758,438</u>		

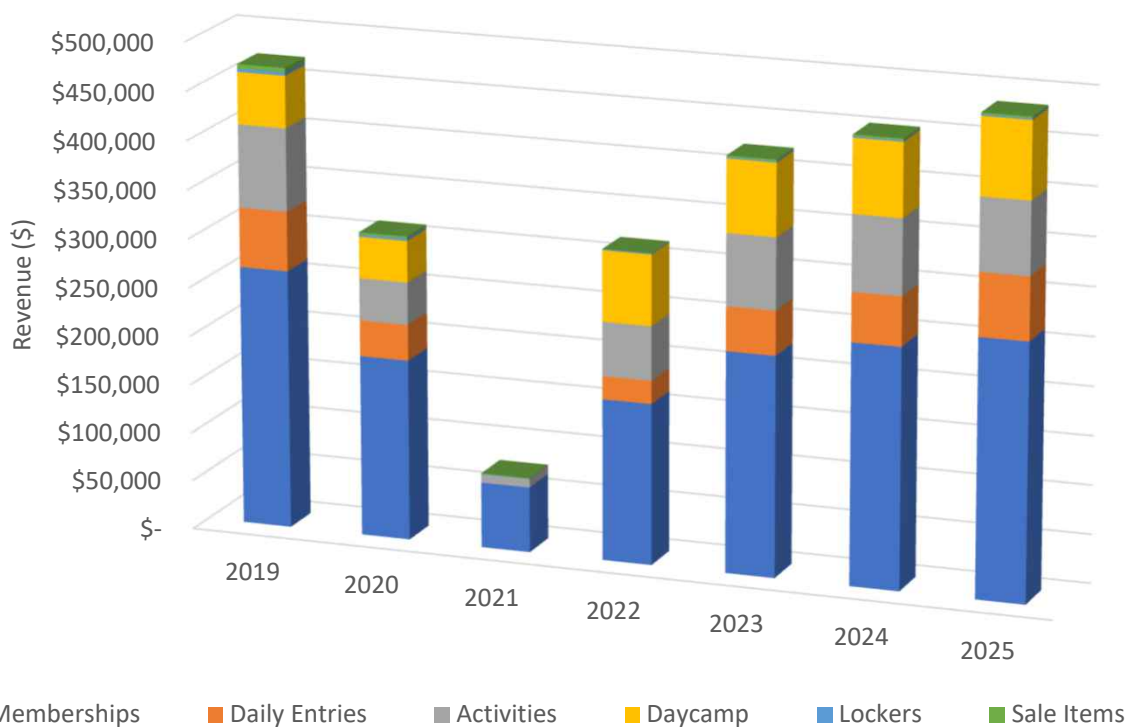
Rolling Hills County Park Revenue Report - April

	2019	2020	2021	2022	2023	2024	2025
Gate Fees	\$ 23,283	\$ 14,538	\$ 68,958	\$ 57,404	\$ 50,371	\$ 43,215	\$ 38,216
Disc Golf	\$ 4,500	\$ 926	\$ 2,968	\$ 2,518	\$ 2,340	\$ 1,751	\$ 1,228
Waterpark	\$ (30)	\$ 20	\$ -	\$ 11	\$ -	\$ -	\$ -
Facility Rentals - Park & Waterpark	\$ 8,265	\$ 5,310	\$ 8,085	\$ 9,790	\$ 8,745	\$ 8,720	\$ 11,120
Soccer Fields	\$ 9,965	\$ 100	\$ 925	\$ 1,000	\$ 1,025	\$ 5,305	\$ 725
Cell Tower Rent	\$ 8,795	\$ 6,777	\$ 9,330	\$ 9,610	\$ 12,319	\$ 10,195	\$ 10,501
Concessions	\$ -	\$ -	\$ -	\$ 19	\$ 6	\$ 2	\$ -
Activities/Events - Park & Waterpark	\$ 19,988	\$ 4,453	\$ 4,398	\$ 11,482	\$ 9,158	\$ 8,568	\$ 5,155
Winter Park	\$ 1,218	\$ -	\$ 5,088	\$ 5,245	\$ 4,600	\$ 2,180	\$ 5,610
Daycamp	\$ 17,131	\$ 11,495	\$ 15,305	\$ 72,636	\$ 96,912	\$ 103,214	\$ 99,583
Totals:	\$ 93,115	\$ 43,619	\$ 115,057	\$ 169,715	\$ 185,476	\$ 183,150	\$ 172,138



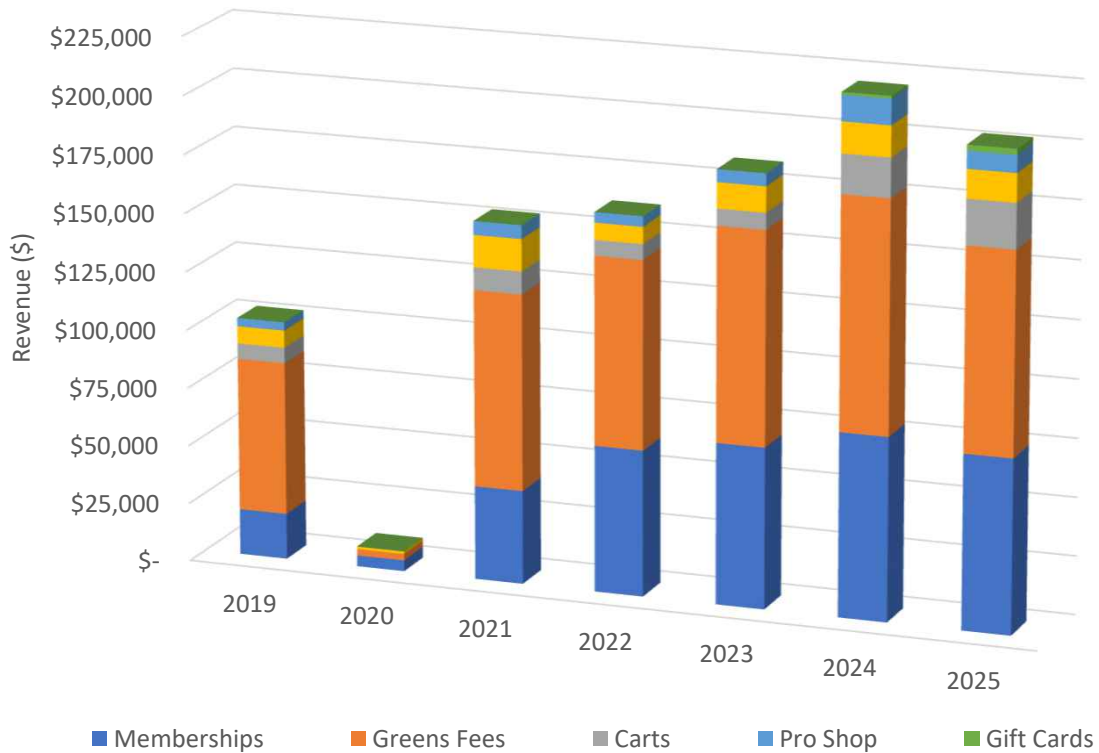
Meri Lou Murray Recreation Center Revenue Report - April

	2019	2020	2021	2022	2023	2024	2025
Memberships	\$ 265,083	\$ 184,992	\$ 66,843	\$ 165,024	\$ 226,091	\$ 246,952	\$ 264,227
Daily Entries	\$ 60,919	\$ 36,825	\$ -	\$ 23,712	\$ 45,360	\$ 50,501	\$ 64,677
Activities	\$ 84,909	\$ 43,249	\$ 8,618	\$ 55,257	\$ 73,313	\$ 77,464	\$ 74,378
Daycamp	\$ 53,329	\$ 42,370	\$ -	\$ 72,418	\$ 74,440	\$ 75,451	\$ 79,107
Rentals	\$ 4,142	\$ 2,494	\$ 300	\$ -	\$ -	\$ -	\$ -
Lockers	\$ 3,429	\$ 2,267	\$ 370	\$ 1,020	\$ 1,353	\$ 1,386	\$ 1,418
Vending	\$ 268	\$ 558	\$ -	\$ -	\$ -	\$ -	\$ -
Sale Items	\$ 4,548	\$ 2,220	\$ 603	\$ 36	\$ 1,619	\$ 1,906	\$ 1,831
Totals:	\$ 476,628	\$ 314,974	\$ 76,734	\$ 317,467	\$ 422,176	\$ 453,660	\$ 485,638



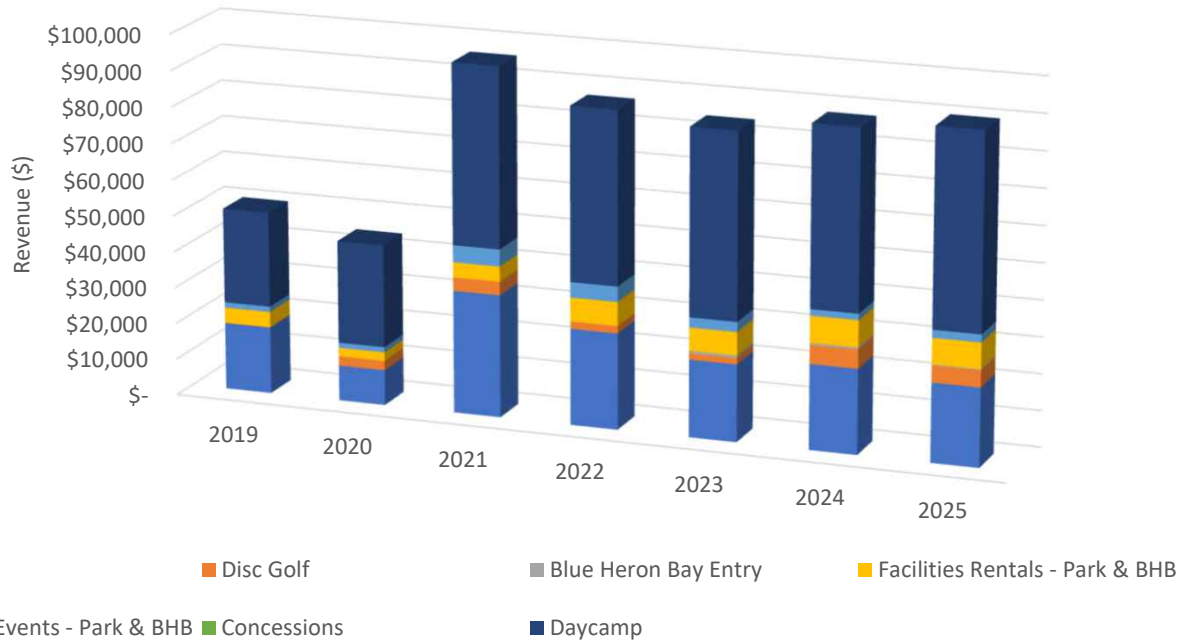
Pierce Lake Golf Course Revenue Report - April

	2019	2020	2021	2022	2023	2024	2025
Memberships	\$ 19,550	\$ 4,700	\$ 40,051	\$ 62,625	\$ 69,025	\$ 78,700	\$ 74,800
Greens Fees	\$ 65,487	\$ 2,781	\$ 84,082	\$ 80,791	\$ 91,616	\$ 99,594	\$ 86,873
Carts	\$ 6,670	\$ -	\$ 9,701	\$ 6,665	\$ 7,141	\$ 16,843	\$ 19,243
Food/Bev	\$ 7,399	\$ 1,068	\$ 13,733	\$ 7,253	\$ 10,995	\$ 13,250	\$ 12,265
Pro Shop	\$ 3,561	\$ 52	\$ 5,875	\$ 4,419	\$ 5,429	\$ 10,939	\$ 7,467
Gift Cards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,160	\$ 2,506
Totals:	\$ 102,667	\$ 8,601	\$ 153,442	\$ 161,753	\$ 184,206	\$ 220,486	\$ 203,154



Independence Lake County Park Revenue Report - April

	2019	2020	2021	2022	2023	2024	2025
Gate Fees	\$ 18,383	\$ 9,729	\$ 33,727	\$ 26,460	\$ 21,294	\$ 23,415	\$ 21,711
Disc Golf	\$ 94	\$ 2,606	\$ 3,700	\$ 2,028	\$ 1,726	\$ 5,168	\$ 4,618
Blue Heron Bay Entry	\$ -	\$ -	\$ -	\$ (100)	\$ 700	\$ 560	\$ 275
Facilities Rentals - Park & BHB	\$ 4,270	\$ 2,370	\$ 4,180	\$ 6,570	\$ 6,360	\$ 7,380	\$ 7,160
Activities/Events - Park & BHB	\$ 1,475	\$ 1,425	\$ 4,675	\$ 4,205	\$ 2,750	\$ 1,725	\$ 2,170
Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ -
Daycamp	\$ 26,141	\$ 28,235	\$ 49,860	\$ 47,863	\$ 51,484	\$ 49,763	\$ 54,180
Totals:	\$ 50,363	\$ 44,365	\$ 96,142	\$ 87,026	\$ 84,314	\$ 88,016	\$ 90,114





Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: May 13, 2025
Re: MLM Recreation Center Natatorium: Construction Contract Award

Background

Originally constructed in 1990, Meri Lou Murray Recreation Center has undergone several renovations and improvements over the years. Most recently, a structural inspection and subsequent repairs were completed in 2018 for the southern glass block wall within the Natatorium after staff noticed cracks and leaks developing in some of the glass blocks. These repairs were a temporary fix with the understanding that more extensive repairs would be completed when other renovations were constructed as identified in the June 2020 IDS study. This study included the addition of ADA compliant family changing rooms, saunas, storage and office space. Unfortunately, due to the financial impact of the pandemic and subsequent closures to the MLM Recreation Center, renovations were paused.

In December 2023, the Parks Commission approved a contract with JFR Architects to complete construction and permit documents, including bid review and construction administration for replacing the glass block wall in addition to other items that included the following:

- Replacing the existing clerestory windows
- Refinishing wood ceiling and beams
- Installing fabric ductwork
- HVAC improvements including replacing the natatorium air handler unit
- Improving the lighting both underwater and above the pool deck to make the space brighter
- Installing new fire suppression piping

Since the project began in January of 2024, further investigation into the infrastructure of the building has determined that the HVAC unit supplying conditioned air is considerably undersized, thus a much larger air handler unit (AHU) and boilers are required to properly heat and cool the natatorium. This new AHU will be located on grade at the south end of the building as opposed to the roof, negating the need to reinforce the roof as originally designed.

In addition, design development has garnered the opportunity to add (3) additional ADA accessible family changing rooms, an office, pool deck storage and (2) saunas. These items were all noted as highly desirable by the community within the 2020 IDS study.

Discussion

JFR provided the Owner Bid Documents in March that included additional services to develop civil/site plans to obtain SESC Permits with the City of Ann Arbor and to ensure the project site requirements were fully vetted and developed to garner concise bids.

On March 16, 2025, WCPARC and WC Purchasing issued RFP 8782 for improvements and renovations for the MLM Natatorium. Bidders were given approximately 5 weeks to develop and submit their bid

responses. WCPARC staff conducted two (2) pre-bid meetings for prospective Bidders to review the site and answer questions regarding the project. Both meetings were well attended with nearly 30 in attendance at the second walk-through.

RFP 8782 MLM Natatorium Renovation project resulted in four (4) bid responses as outlined below:

Spence Brothers	Ann Arbor	\$3,379,000
Braun Construction	Farmington Hills	\$3,424,992
Phoenix Contractors	Dexter	\$3,444,522
Heaney General Contracting	Ypsilanti	\$4,322,000

In December 2024, the project was estimated to cost between \$5.6–8 million dollars. The Project Team continued to investigate ways to reduce costs while still maintaining the overall program and integrity of the project. Parks staff received three (3) bids that were not only under what was initially estimated but within \$65,500 between the low bid and the third lowest bid.

- The Project Team conducted a thorough investigation of the (4) bid responses that included the following:
- Evaluated bid responses to ensure accuracy and that items required were submitted.
 - Reviewed the Bidder’s responses to the Responsible Contractor Policy.
 - Issued a post-bid questionnaire to the lowest bidder to ensure all scope/fee were included in their bid and that contract requirements could be met.
 - Conducted a post-bid interview with the lowest bidder to review their bid and meet the project team.

Recommendation

Based on a careful investigation into the lowest Bidder, review of their Bid Response, and past experience with Spence Brothers, it is my recommendation that the Washtenaw County Parks and Recreation Commission award a Service Contract in the amount of \$3,379,0000 to Spence Brothers for this project plus an additional 20% (\$675,800) contingency of the Base Bid costs for any potential change orders.

I also recommend that the Washtenaw County Parks and Recreation Commission authorize a contract amendment in the amount of \$10,192 with JFR Architects for completing the set of construction documents for renovations to the MLM Recreation Center Natatorium as outlined in the memo, for a total contract amount of \$196,288.



Washtenaw County Parks and Recreation Commission

MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy P. Vaughn, Director
DATE: May 13, 2025
RE: Recommendation for Final Approval: Zellner Property – Northfield Township

Background

In 2012, several contiguous properties located in Northfield Township were nominated to the Natural Areas Preservation Program (NAPP) as part of Round 12. 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 and became what is now known as the Whitmore Lake Preserve. Since that time, the preserve continues to grow. Additional acquisitions occurred in 2022, 2023 and in 2024 when WCPARC purchased a ½ acre parcel connecting to East Shore Drive and a conservation easement across an additional 12 acres of adjacent wetlands. Whitmore Lake Preserve currently contains 331 acres. Public visitors can enjoy three miles of trails and visit a Little Free Library on site. Counters installed along the trail in 2020 show that the preserve is a popular destination, receiving hundreds of visits each month.

Discussion

The 13-acre Zellner property currently under consideration is adjacent to a western and southern boundary of Whitmore Lake Preserve. Nominated in 2024, the property is listed as Tier 1 for NATAC due to the site containing high-quality wetland communities, the purchase would expand protected habitat, and adjacency to the preserve. The Zellner property contains forested wetland, marshes and open water habitats. Observations of species such as leatherleaf and cranberry suggest potential bog, or acidic conditions in the wetland. A small pond is shared between the current Whitmore Lake Preserve and Zellner properties. The purchase of the Zellner property would complete the protection of this pond and surrounding marshes and increase the landscape protected within the preserve to 344 acres. The growing footprint of the forested and marsh wetlands at Whitmore Lake Preserve encompass over 100 acres. Staff continue to build botanic inventories while exploring trail opportunities.

An appraisal was completed in January 2025 and determined the value for the fee simple purchase is \$112,000. NATAC reviewed the appraisal at their March 2025 meeting and recommended moving forward with acquisition. The Commission approved the sales contract in March 2025. Due diligence investigations produced a Phase 1 environmental site assessment with no RECs identified and a boundary survey with legal descriptions for the property.

Recommendation

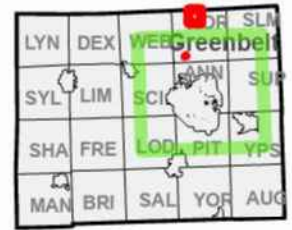
Based upon the review by staff and the appraised value it is my recommendation the Commission approve a fee simple purchase of the Zellner property as identified in attached maps in the amount of \$112,000. I further recommend that \$6,500 be contributed to the Special Revenue Fund for the ongoing management of the property.

Attachments:

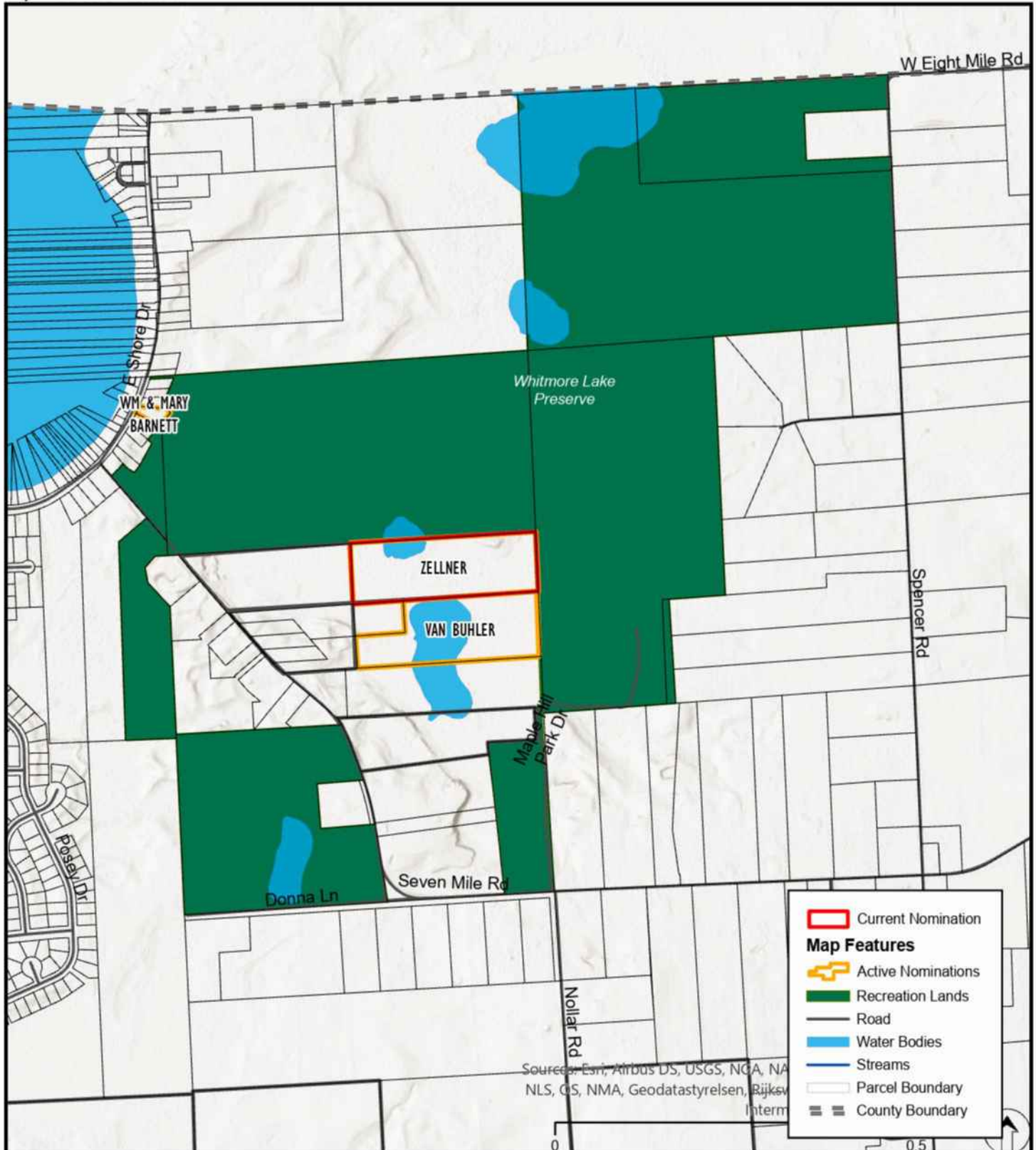
NAPP 2024

ZELLNER Property Local Area

Washtenaw County
Locator Map



+/- 13.80 acres

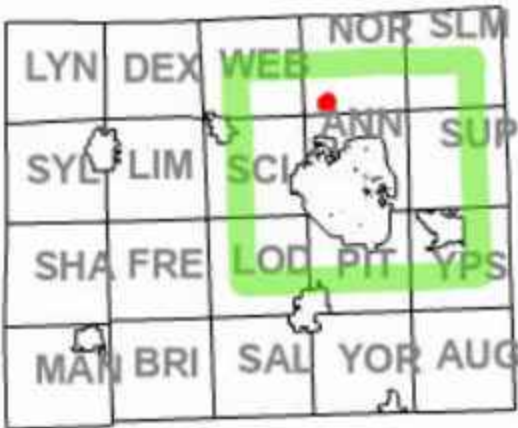


NAPP 2024

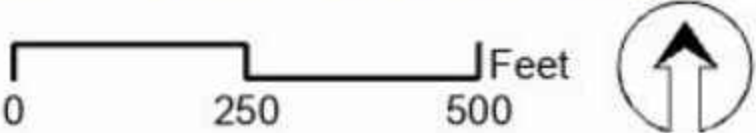
ZELLNER Property 2022 Aerial

+/- 14 acres

Washtenaw County
Locator Map



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



NAPP 2024

ZELLNER Assessment & Prioritization

13.80 +/- acres
 Prepared by Washtenaw County Parks & Recreation Commission
 WC GIS; 2020 Aerial Photo



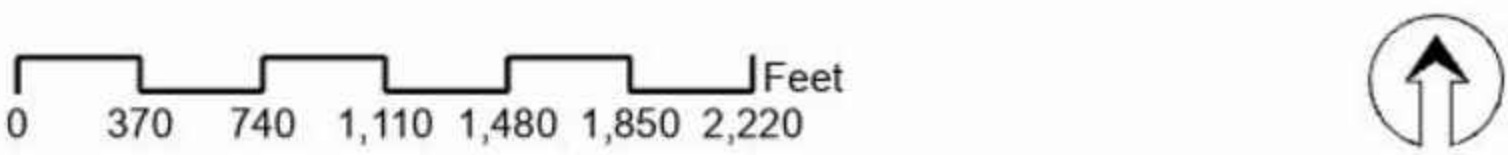
Legend

- Current Nomination
- Recreation Lands
- Prioritized
- ALPAC Priorities

Bioreserve Quality Ranking

- Low Quality
- Medium-Low Quality
- Medium-High Quality
- High Quality

- ➔ 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.
- Prioritized**



LYN	DEX	WEB	ANN	SLM
			Greenbelt	
SYL	LIM	SCI	ANN	SUP
SHA	FRE	LOD	PIT	YPS
MAN	BRI	SAL	YOR	AUG

Washtenaw County
Locator Map



Washtenaw County Parks and Recreation Commission

MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy P. Vaughn, Director
DATE: May 13, 2025
RE: Project and Activities Update – April 2025

Park Facility Events and Projects

Independence Lake Park

- CPR and First Aid training continues for seasonal and full-time staff.
- Seasonal hiring continues, and all leadership positions have been filled. Staff is still seeking lifeguards and general park employees.
- Fireside Story Time attendees learned about spring birds, and then went on an egg hunt for painted wooden eggs hidden by staff.
- Kayak Birding program filled, and more than 20 participants recorded 15 species.
- Parks staff, along with the JFR consultant team, continue to finalize construction documents, including the site plan for a new maintenance building. Team has received the final report for the soil infiltration testing and are determining the best approach for stormwater management. Permit approvals are being sought with EGLE and other agencies.
- Parks staff is investigating areas of pavement that may be repaired/replaced as part of a pavement maintenance plan.

Meri Lou Murray Recreation Center

- A team conducted interviews for the Recreation Center Superintendent position to prepare for Diane Carr's retirement. The posting received 24 applicants.
- Spring II Session for fitness and aquatics programming began on April 27. There will be a shortened 5-week session for Aquatics classes to accommodate the renovation timeline. Aquatics programs are full.
- Day Camp staffing is complete. Nine staff members are returning or are current employees; three new staff members have been hired. Camp enrollment is at 97%.
- On March 16, 2025, WCPARC and WC Purchasing issued RFP 8782 for improvements and renovations for the MLM Natatorium. Bidders were given approximately 5 weeks to develop and submit their bid responses. WCPARC staff conducted two (2) pre-bid meetings for prospective Bidders to review the site and garner any answers to their questions. Both meetings were well attended with nearly 30 in attendance at the second walk-through. Two (2) Addendums were also issued during the bidding period that responded to Bidder's questions and RFI's. WCPARC received four (4) bid responses.

Rolling Hills Park

- Jeff Miller was promoted from Park Manager to Park Superintendent, effective April 7. The Park Manager position was posted and received 27 applicants. Interviews will take place mid-May.
- Parks staff is currently identifying the areas that were repaired last year and will undergo crack sealing and seal coating.
- Lazy River mechanical pumps project continues. They should be connected to the new VFDs by mid-May.
- New drain tiles were installed behind the Water Park to prevent flooding in the picnic area.
- The Lodge trim repair project nearly complete.
- Deficient pool tiles are being replaced by maintenance staff.

Staebler Farm Park

- The Contractor for Blackbird Lodge is presently addressing the remaining warranty items, which includes properly securing portions of the siding and other miscellaneous items.
- Farmhouse rehabilitation plans have been approved by all applicable permitting agencies. Water filtration design and technical specifications are being finalized. The RFP is expected to be released for bids once the budget has been approved.
- Staff is developing historical materials, in conjunction with WC OCED historic preservation staff, to become eligible for development grant opportunities.
- Staff released an RFP for design and engineering services for the northside development at Staebler Farm, receiving one bid.

Special Initiatives

Border to Border Trail (B2B)

- Segment CS3 (N. Territorial Rd to Boyce Rd in Lyndon Twp): The contractor has complete final site restoration and punch list items. A ribbon cutting will be held on May 20, at 11am at the Robert Tetens B2B Trailhead next to Lyndon Township Hall.
- Segment DAA7 (Barton-Bandemer Tunnel and Trail, in partnership with the City of Ann Arbor):
 - o Tunnel: The contractor, Davis Construction, has completed the installation of a sheet pile retaining wall and is working on earth moving and materials staging in preparation for a planned 48-hour track outage June 3-4 to install the tunnel itself. It is anticipated that the project will be complete in the late summer or early fall.
 - o Trail: The contractor has completed additional tree and shrub plantings along the trail, which was the last remaining item for this section of trail.
- Engineering and permitting are in various stages for the following trail segments:
 - o Segment DAA4 (Delhi Metropark to Wagner Rd): Permit review at Amtrak is in process.
 - o Segment DAA6 (Barton Dam to Maple Rd): Stantec continues to develop preliminary engineering plans.
 - o Trails north of Hudson Mills Metropark are being evaluated and advanced through early design work in coordination with the Huron-Clinton Metroparks, University of Michigan, and Dexter Township.

Connecting Communities

- Staff is in the process of updating the application and scoring criteria for the 2025 grant round.

County Farm Park Master Plan

- Staff conducted an input session with a select group of employees who have significant engagement with the park and implemented a dashboard to gather feedback from all interested staff members.

Natural Areas Preservation Program (NAPP)

Stewardship

- Control of invasive spring wildflower species is underway. Field crew and volunteers worked at Weatherbee Woods, Scio Woods, Kosch Headwaters, West Lake, Goodrich, and Leonard preserves and County Farm Park.
- Field Crew removed mute swan eggs from Trinkle Marsh Preserve and assisted in geese and mute swan control at Independence Lake County Park.
- Field Crew conducted prescribed fires at County Farm, Sharon Mills, and Rolling Hills parks, as well as Trinkle Marsh, West Lake, Watkins Lake, and Leonard preserves. Contractors conducted prescribed fires at Leonard and Highland preserves. Combined, 155 acres of natural areas have been stewarded through fire this spring.

Programming, Events, and Volunteers

Educational & Interpretive Programming

- 326 patrons attended nature programs, which included sunrise hike, geology hike, Croakapalooza, vernal pool monitoring, archery and more.
- 2 Water in our World field trips were held with Dexter Schools at Independence Lake.

Michigan Folk School

- April Classes: 229 students attended 34 classes including in basketry, blacksmithing, broom craft, natural dyeing, fly singing, fiber, Polish pierogis, natural beekeeping, sourdough bread, sausage making, and stained glass.
- Two Building Rentals/Team Building Events: EMU Southeast Michigan Stewardship Coalition Conference and Positive Scenarios Consulting, LLC - Team Building Stained Glass Workshop

Volunteer Programs

- There have been 18 volunteer workdays resulting in 857 volunteer work hours, including:
 - o 4 Stewardship Workdays at County Farm Park
 - o 8 horticultural events
 - o 2 event days at Parker Mill County Park
 - o Garlic mustard pull at Scio Woods Preserve
 - o Earth Day workday at Rolling Hills County Park
 - o Tree planting at Northfield Woods Preserve (more than 200 + trees were planted!)
 - o Vernal Pool Monitor training.



Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: May 13, 2025
Re: Staebler Farm County Park Northside Bid Approval for Design and Engineering

Background

In 2021, Washtenaw County Parks and Recreation Commission approved the Parks Development Plan for Staebler Farm County Park developed by The Collaborative Inc. With recent completion of Blackbird Lodge, WCPARC has made significant progress implementing southside plans but much work remains on the northern side of Plymouth Rd. In 2024, Washtenaw County Parks and Recreation Commission received a grant award from Ducks Unlimited (DU) in the amount of \$283,380 through the Wetland Conservation Program funded in part by the American Rescue Plan Act (ARPA) of 2021. This grant funds critical stream and wetland restoration activities specified in the 2021 Staebler Farm County Park Parks Development Plan north of Plymouth Rd, including 7,000 linear feet of shoreline restoration, 4.7 acres of wetland restoration, debris removal from Peaceful Pond, and installation of a culvert to manage water flow from Peaceful Pond into Fleming Creek and provide trail access.

Discussion

Given the DU grant award, schematic design level plans are needed for the northside for the next phase of implementation of the adopted Park Development Plan. Utilizing the consultants on WCPARC's list of prequalified contracted firms for professional services, staff released an RFP to solicit bids for the project. In addition to design and engineering of the restoration work funded by Ducks Unlimited, the RFP calls for 30% schematic plans for the entire northside to avoid future development conflicts with the restoration areas. The full scope of requested services includes the following:

- Schematic Design Site Plans for the recreation and access amenities for the northside of Staebler Farm Park as outlined in the attached 2021 Master Plan developed by The Collaborative, including general site circulation plan, Fleming Creek bridge, Peaceful Pond culvert and debris removal for trail access, Fleming Creek shoreline restoration, water exploration feature, archery range, and parking lot with required stormwater area. Plans should also include future location of well and drain field.
- Full development plans and permits for the restoration of riparian habitat, including debris removal from Peaceful Pond and for the restoration of upland and buffer habitat across 4.7 estimated acres.

Two consultants attended a 3/31/2025 on site pre-bid meeting. A proposal was received from a combined consultant team, with Johnson Hill Land Ethics Studio serving as the prime consultant supported by ASTI Environmental, PEA Group (engineering services), and Arbor Land Consultants (surveyor). WCPARC staff have had previous work with all the consultants and have been satisfied with their deliverables.

The total amount bid for design and engineering services is \$164,020, of which \$64,630 would be covered by the DU grant budget for design and engineering services. Bid services include:

- pre-design services (survey, wetland delineation, floodplain evaluation)
- project initiation
- schematic design for recreation amenities
- permitting, design, and construction administration for Ducks Unlimited restoration
- public engagement

Recommendation

Based on staff review and evaluation of the bid and ability to meet the timeline for the Ducks Unlimited grant deliverables, I recommend that Washtenaw County Parks and Recreation Commission award this Contract in the amount of \$164,020 to the Johnson Hill Land Ethics Studio team and include an additional **10% (\$16,402)** of the Proposal Fee for potential change orders.

An aerial photograph of a park area with a large pond, winding paths, and some buildings. The text 'Staebler Farm County Park Development Plan' is overlaid in large white letters on the left side of the image.

Staebler Farm County Park Development Plan

WCPARC
May 11, 2021



THE COLLABORATIVE

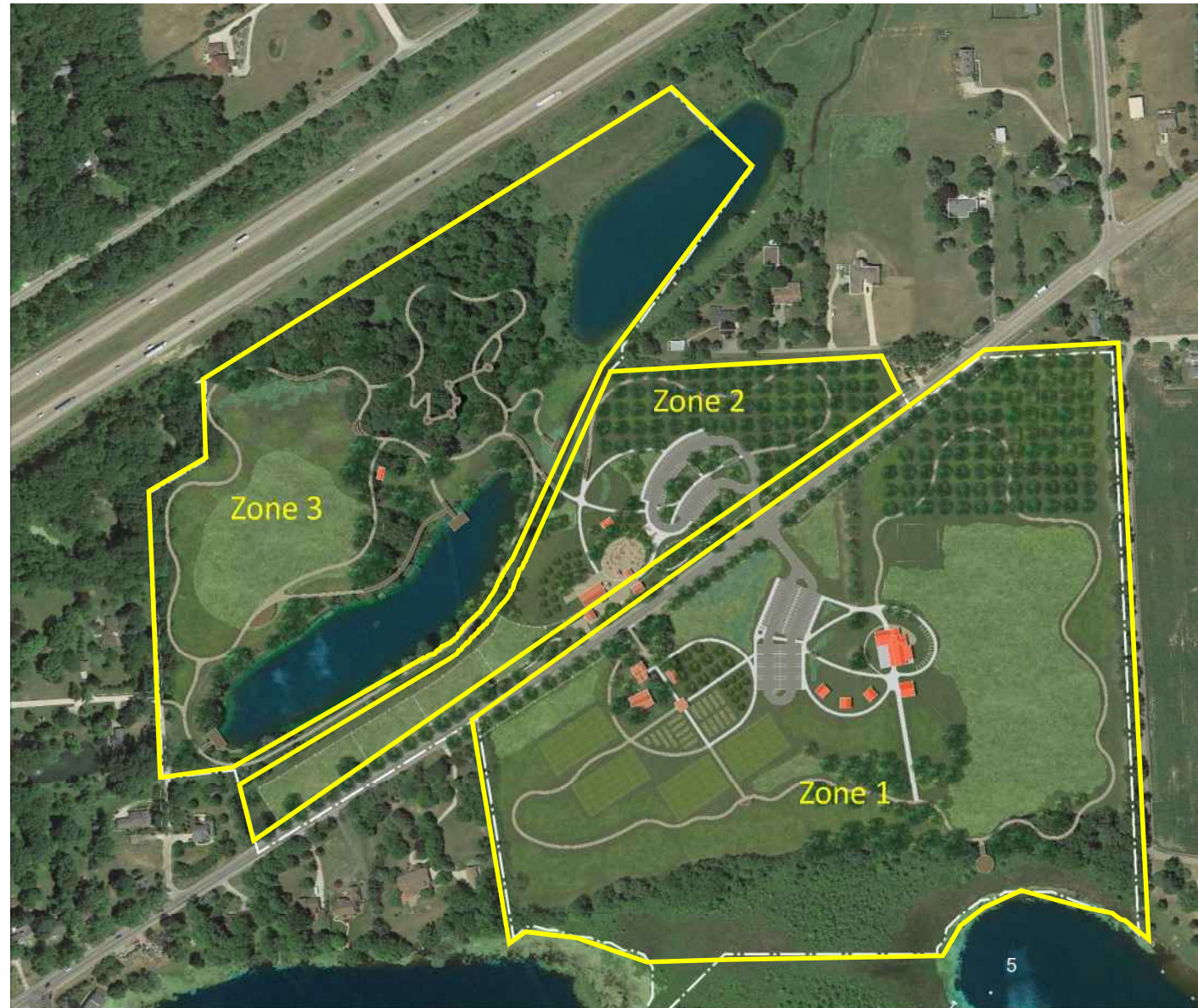
Staebler Farm County Park naturally divides itself into three recreation zones.

Zone 1: Staebler Farm South

Zone 2: Staebler Farm North

Zone 3: Fleming Creek North

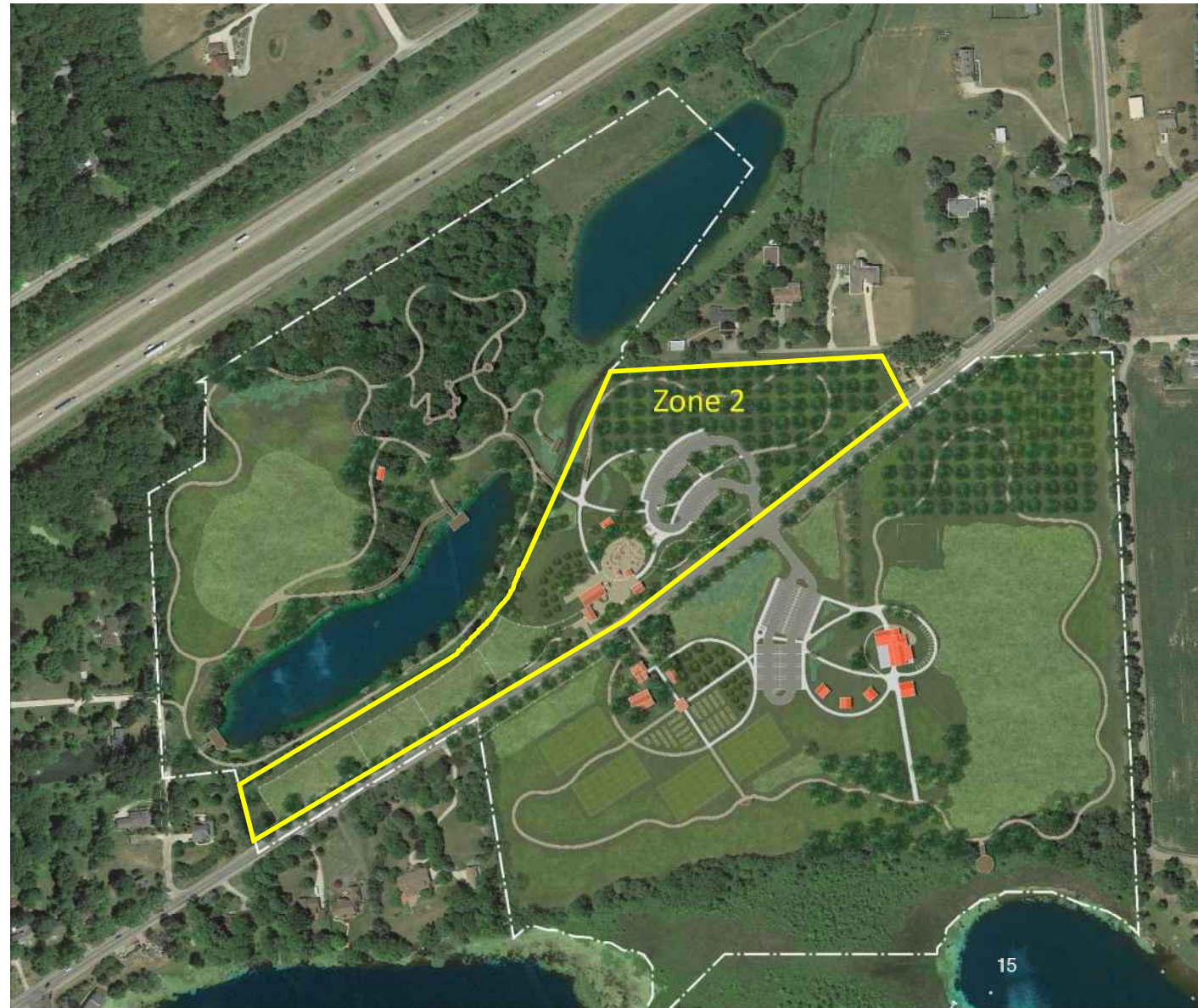
Each zone offers a unique park experience that builds upon the natural and historic components within each zone. Combined, the three zones, once developed, celebrate the rich farming traditions of Washtenaw County while enhancing the natural resources on the property. A detailed description of each zone and the proposed improvements are included on the following pages



Zone 2 - Staebler Farm North

THE COLLABORATIVE

Zone 2 contains a wonderful collection of historic barns and outbuildings original to the Staebler Farm that reflect the County's rural character from the early 1900s. This collection is one of the unique characteristics of Staebler Farm. Guided by the 2017 Site Master Plan, development within Zone 2 is intended to give visitors of all ages universal access to experience the barns and outbuildings while retaining the barnyard's historic character. Visitors will be able to see live animal, learn about farm life, play in the Natural Playscape, or walk along the orchard trail.

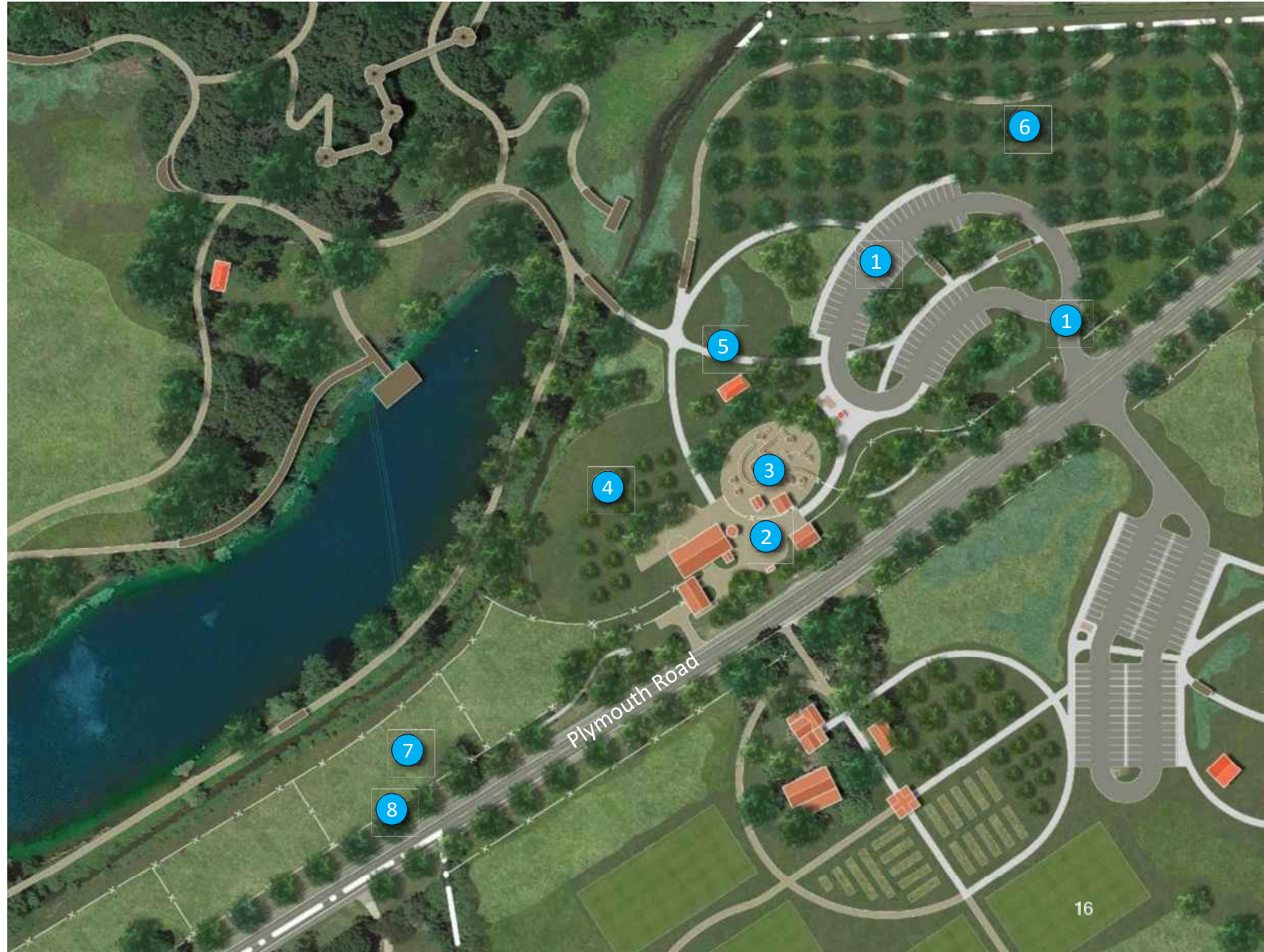


THE COLLABORATIVE

Zone 2 - Staebler Farm North

Legend

1. North Entry and Parking
2. Barn Yard
3. Natural Playscape
4. Event Area
5. Family Picnic Zone
6. Orchard
7. Farm Animal Pasture
8. Plymouth Road Fencing and New Street Trees



THE COLLABORATIVE

An important theme from the 2017 Site Master Plan for Zone 3 was the protection of the site's natural resources. Zone 3 contains a rich variety of natural resources including native 200-year-old upland woods, wet woods, wetlands, ponds and Fleming Creek. These natural features offer visitors to Staebler Farm an opportunity to experience what the area looked and felt like prior to European settlement. The improvements within Zone 3, which include passive types of recreation, lay gently on the landscape to minimize disturbing the original ground plane, thus preserving the site's natural features for years to come.

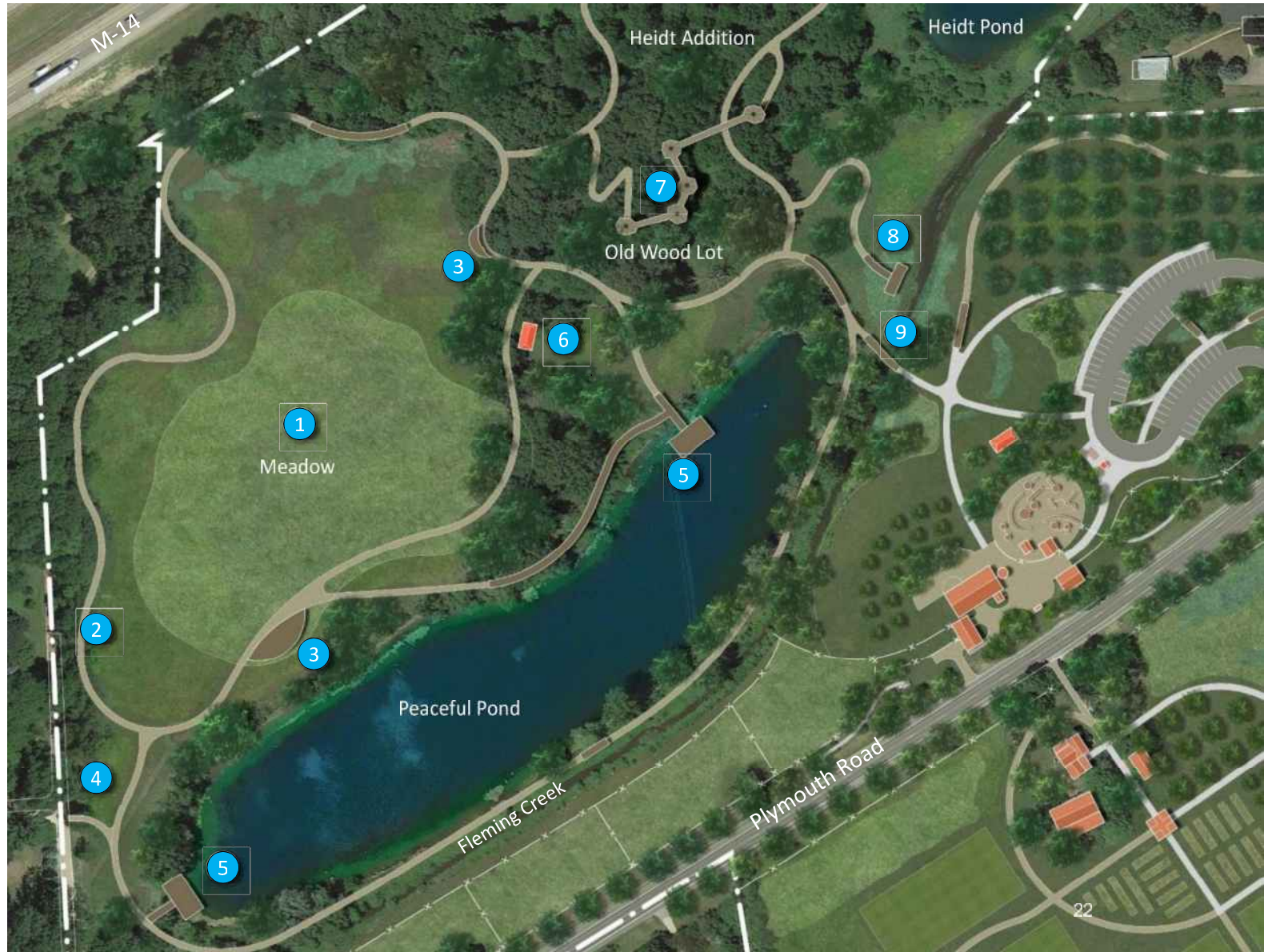


THE COLLABORATIVE

Zone 3 - Fleming Creek North

Legend

1. Meadow - Multi-use space
2. Walking Trail
3. Naturalist Gathering Area
4. Albert Drive Pedestrian Access
5. Fishing Pier / Overlook
6. Picnic Pavilion
7. Elevated Canopy Walk
8. Stream Exploration
9. Pedestrian Bridge





Washtenaw County Parks and Recreation Commission

MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy P. Vaughn, Director
Date: May 13, 2025
Re: Contract Award: Burns-Stokes retaining wall repair

Background

On March 26, an auto accident occurred in the parking lot and entrance for Burns-Stokes Preserve. There is a sharp curve along Zeeb Road at the entrance of the preserve and a driver lost control of their car as they were passing the preserve and hit the preserve sign, retaining wall, and slid into the ditch. A police report was completed at the time of the incident. Parks staff subsequently submitted an incident report as part of the standard County protocol. Crew members were able to reinstall the sign, however, the retaining wall sustained significant damage.

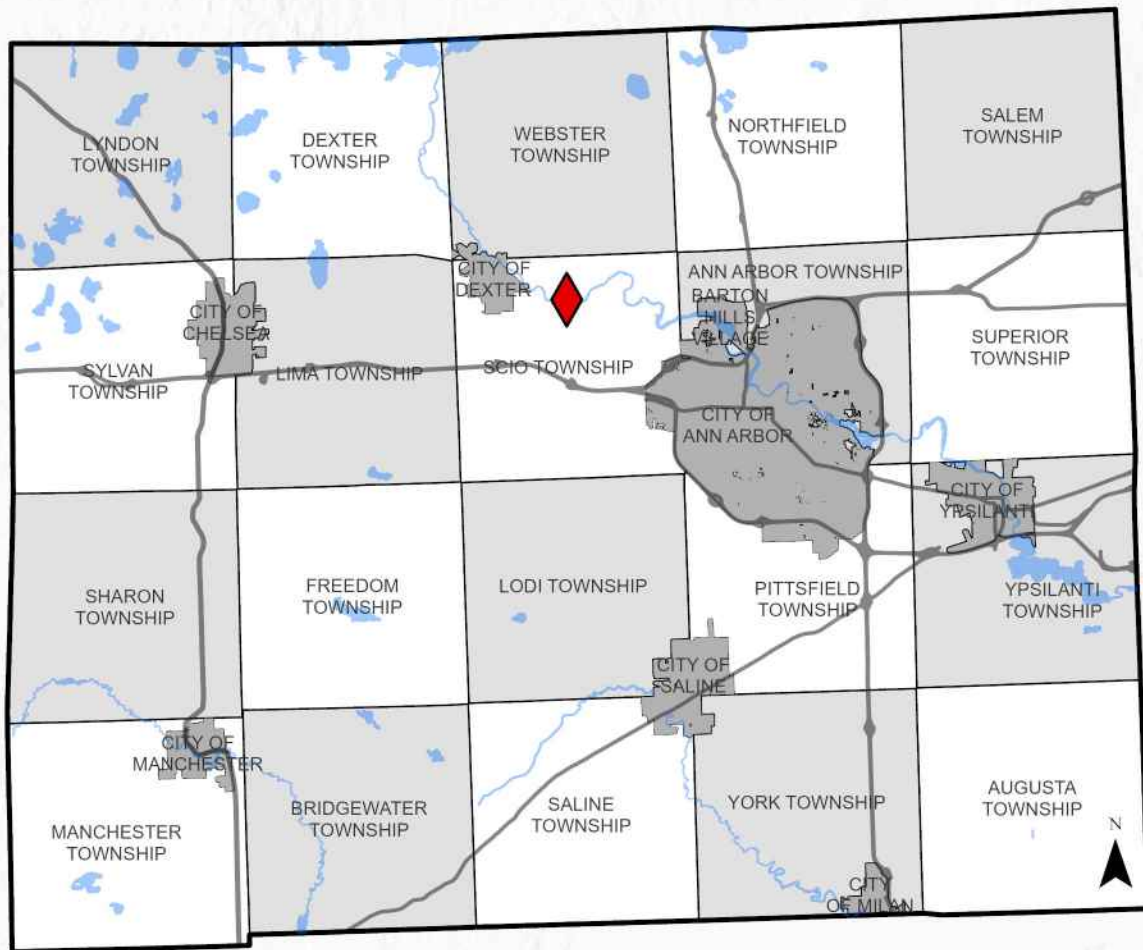
Discussion

The retaining wall is on the boundary of the preserve and railroad right-of-way which also contains a utility pole. Therefore, engineering work will also be required to ensure the stability of the wall. Staff requested a bid from one of Parks pre-qualified contractors under contract to complete excavating work. Staff received a bid from Local Life Landscaping LLC as the most qualified contractor, who specializes in both excavating and hardscape landscapes services. The bid received and materials specified for the replacement are comparable to similar projects along the Border to Border (B2B) trail with consistent design.

Staff is also working with County Risk regarding insurance coverage. The contract award request in the memo is for the entire project with an amount reimbursed by insurance, yet to be determined.

Recommendation

Based on staff review and evaluation of the bid, I recommend that Washtenaw County Parks and Recreation Commission award the reconstruction of the retaining wall at Burns Stokes Preserve, in the amount of \$30,174.14, to the Local Life Landscaping LLC with an additional 10% (\$3,017) contingency.



Esri, NASA, NGA, USGS, FEMA

Burns Stokes Preserve: Entrance along Zeeb Road





**WASHTENAW
COUNTY**
NATURAL AREAS
PRESERVATION PROGRAM
Burns-Stokes Preserve

