



NOTICE OF MEETING

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION

Date: September 9, 2025

Time: 2:00 p.m.

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

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Approval of the Minutes

- a. August 12, 2025 Meeting (attached, pp. 1-6/action item)

4. Public Comment

5. Communications, Activities and Recreation Reports

(attached, pp. 7-18/action item)

6. Finance

- a. Claims Reports (attached, p. 19/action item)
- b. Financial Reports (attached, pp. 20-27/action item)

7. Old Business

- a. Contract Approval - MLM Natatorium Art Installation (attached, p. 28/action item)
- b. NAPP – Squiers Preserve Acquisition Final Approval (attached, pp. 29-30/action item)
- c. Other Old Business

8. New Business

- a. Director's Comments & Project Updates (attached, pp. 31-33/action item)
- b. NAPP – Roome Trust Sales Contract Approval (attached, pp. 34-36/action item)
- c. Westside Operations Facility (attached, p. 37/action item)
- d. TAP Grant Application – EWCRC Trails (attached, pp. 38-41/action item)
- e. Contract Approval – Admin Roof and Building Repair (attached, p. 42/action item)
- f. Contract Approval -- Sharon Mills Hydraulic Analysis and Wingwall Inspection (attached, pp. 43-44 /action item)
- g. 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.



MINUTES OF MEETING

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION

Date: August 12, 2025

Time: 2:00 p.m.

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

Members Present

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

Members Absent

None

Staff Present

Meghan Bonfiglio, Director; Rhonda Bouma, Deputy Director of Operations; Ginny Leikam, Superintendent of Park Planning and Natural Areas; Jason Brooks, Manager of Finance and Administration; Ann Ziolkowski, Communications Manager; Matthew Bertrand and Kira Macyda, Park Planners; Kyle Jasper, Communications Specialist

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. June 10, 2025 Minutes

The minutes of the June 10, 2025 regular meeting were included with the packet materials.

It was moved by Mr. Ezekiel, seconded by Ms. McCollum, to approve the minutes of the June 10, 2025 regular meeting, as attached. All ayes, the motion was approved.

4. Public Comment

Mary Campbell, President of AFSCME 2733, wants to address the Parks Commission in relation to seasonal staff and the amount AFSCME work done by seasonal staff. She stated that the problem is that Parks continues to hire more seasonals and not regular staff. Ms. Campbell added that more property is being purchased and more seasonals are being hired that are working year-round. She said that this also causes a space issue.

Elle Bogle, Seasonal Naturalist, stated that she has been employed by Parks for six years and has been designated a seasonal but has been year round and has done the work of a full-time naturalist. She stated that her programming numbers rise every year. She added that she has asked every year to be made a full-time employee. Ms. Bogle stated that this is a passion job for her. She stated that if she is being furloughed than the Commission will be losing the scheduled programming.

Abigail Allman, stated that she is the Unit A Chapter Chair. She stated that she supports her in everything that she just said and wanted to discuss the breakdown in staff and added that it's true that the situation is not equitable in every situation. She added that she wants to be very delicate about this situation.

Shawn Severance, Parks Naturalist, stated that Elle does the same job as her and that she supports what Elle said. She stated that people need to be out in nature more often and added that Elle runs a meditation program. She added that she cut back from 100 programs to 80 programs.

Aron Griffis stated that he has never known the parks in the area or known what any of them had to offer anywhere else that he has lived. He added that it would be a shame if that goes away.

Nancy Heine stated that she's a supervisor in Facilities and President of AFSCME 3052. She stated that she hears from the supervisors in this department and that she is having a lot of special conferences and added that one piece of equipment often must be shared between teams. Ms. Heine reported that there are health issues at Parker Mill. She added that there is also a fear of retaliation.

Sharon Paskus stated that she is present in support of Elle and has volunteered hundreds of hours. She added that she is ashamed to hear what the workers are going through. She wanted to thank Elle, Shawn, and Kelsey for what they've done for her.

Ginny Morgan, who lives on North Lake in Dexter Township, stated that she is here because she's like the Commission to consider what to do with Camp Burt Shurly. She stated that it has been totally abandoned and is a mess, but that there are great possibilities for the camp. She added that she sees it as bringing Ypsi and Ann Arbor into a place you can have conferences and revenue.

Kim Brann, Ann Arbor, stated that Elle and Washtenaw County Parks have been life changing. She added that parks in Texas offered nothing. She stated that kids can see things like climate change with their own hands.

Amy Griffis stated that she wanted to speak up on behalf of the naturalists and that she learns so much whenever she goes out to one of these programs.

Stephanie Buttrey stated that she has a 99-year-old father-in-law who is a retired biologist, and she would take everything she has learned and discuss it with her father-in-law and he enjoys the programs as well.

5. Communications, Projects & Activities

Ms. Bonfiglio provided an overview of news items included in the August meeting packet and the recent projects and activities from the months of June and July.

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

6. Consent Agenda

A. Rolling Hills – Main Pool Mechanical Room Contract Award

It was moved by Mr. Ezekiel, seconded by Ms. Scott, to award a contract to Northern Pump and Well for the main mechanical room improvements (as defined in RFP 8811) in the amount of \$179,238 and based on the

age of the pumps, motors and overall complexity of the project, to authorize a 20% contingency. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

B. B2B – Barton-Bandemer Tunnel Contract Change Order

It was moved by Mr. Ezekiel, seconded by Ms. Scott, to authorize an amendment to the Colliers Engineering & Design contract in the amount of \$23,103.75 for the Barton to Bandemer Tunnel and Trail Project. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

C. NAPP – MDARD P.A. 116 Update (included in the packet for informational purposes)

Mr. Rabhi asked for clarification on whether we have to go back for review of conservation easements. Ms. Leikam stated that the state would become the co-holder on the conservation easements but that the agreements would not be fully opened up for renegotiations. She added that we are collaborating with the statewide group, Heart of the Lakes, on possible resolutions and they are working toward a legislative fix. Ms. Bobrin stated that a legislative solution would be best.

7. Financial Reports – June & July 2025

A. Claims Reports

Mr. Brooks reported that claims for June 2025 totaled \$562,190.20.

It was moved by Mr. Marans, seconded by Mr. Joerg, to approve the claims for the month of June 2025 as submitted. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

Mr. Brooks reported that claims for July 2025 totaled \$802,895.82.

It was moved by Mr. Marans, seconded by Mr. Joerg, to approve the claims for the month of July 2025 as submitted. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

B. Financial Reports

Mr. Brooks provided a verbal update on financial reports of the months of June and July 2025.

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

8. Old Business

A. Staebler Farm – Blackbird Lodge AV System Award

Mr. Gold stated that we have recently had rentals at Blackbird Lodge to see what is necessary for improved audio visual equipment to support not only the operations of the facilities but also the increased use as rental. He also stated that the system is a 10–15-year system with a focus on flexibility, friendliness and scalability.

It was moved by Ms. McKinney, seconded by Ms. Bobrin, to authorize the establishment of a purchase order under the existing countywide contract with CTI in the amount of \$74,152 to upgrade the audio-visual equipment in Blackbird Lodge. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

B. Other Old Business

None.

9. New Business

A. Director's Comments and Project Updates

Ms. Bonfiglio provided an update to the County Farm Park Master Planning Process and the anticipated timeline and Ms. Macyda provided additional information. Ms. Macyda gave an update on public engagement within the process.

Ms. Bonfiglio provided an update on the power outages at Independence Lake County Park; She added that the schematic design process on the proposed ERC is nearly complete, and that public engagement will be taking place on September 11th and 12th at Christian Love Fellowship Church.

It was moved by Ms. Bobrin, seconded by Ms. Scott, to receive and file the Commission Report as part of Director's Comments for June & July 2025, as submitted. All ayes, the motion was approved.

B. NAPP – Garrett's Space Donation Agreement

Ms. Leikam stated that the owners who bought this property are interested in building a young adult suicide prevention facility and added that as part of the site development agreement and zoning of the property need a qualified organization to hold a conservation easement on the natural areas not to be developed. The owners nominated the property for a donation of 77 acres. The property was noted as a high priority for NATAC as part of Round 24, based on the committee's site visit.

Mr. Ezekiel stated that this property is spectacular, and we are getting it for nothing. Mr. Rabhi thanked staff for work done on this property. Mr. Rabhi and Ms. Driskell recommended including an option to buy if the use of the property ever changes.

It was moved by Mr. Ezekiel, seconded by Mr. Joerg, to authorize a donation agreement with Garrett's Space to accept a conservation easement contingent upon completion of due diligence and final approval of the Washtenaw County Parks and Recreation Commission. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

C. NAPP – Brooks Donation Agreement

Ms. Krueger stated that this property is adjacent to the Koenn preserve on the west side of the County. She added that the proposed portion of the land to be donated has a lot of wetlands and possible trail connection.

It was moved by Mr. Joerg, seconded by Mr. Rabhi, to authorize a donation agreement of the Brooks property, contingent upon completion of all necessary due diligence investigation and final approval of the Washtenaw County Parks and Recreation Commission. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

D. NAPP – Maier Partnership Agreement

Ms. Leikam stated that this is a more of a traditional NAPP property in Lima Township. She reported that Legacy Land Conservancy is asking for \$87,450 from the NAPP program as a contribution to this easement.

It was moved by Ms. Bobrin, seconded by Ms. Scott, to authorize a partnership agreement with Legacy Land Conservancy and contribution \$87,450 toward the purchase of a conservation easement with contributions from ALPAC and NATAC, and to contribute \$7,500 to the stewardship special revenue fund to cover potential future monitoring or enforcement costs of the conservation easement. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

E. Preventative Pavement Maintenance Contract Award

Mr. Townsend reported that this project focuses on preventative maintenance on pavement within the Parks system. He added that going with a fog seal instead of a micro seal is less expensive and is recommended for this work.

It was moved by Ms. Bobrin, seconded by Mr. Marans, to award a contract to Pavement Maintenance Systems for preventative pavement improvements, as defined in RFP 8828, in the revised amount of \$672,825.12 and to authorize a 10% contingency of up to \$67,200. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

F. Independence Lake – Trails Repaving Contract Award

Mr. Townsend provided an overview of the proposed trail repaving contract at Independence Lake.

It was moved by Ms. McKinney, seconded by Ms. Scott, to award a service contract in the amount of \$165,000 to Cadillac Asphalt, LLC and to authorize a 10% contingency of up to \$16,500 for potential change orders. Roll call vote, 10 ayes, 0 nays, 0 absent, the motion was approved.

G. Other New Business

None.

10. Commissioners Comments

Ms. Bobrin asked for some perspective on the union issue discussed during public comment. Ms. Bonfiglio reported that there is a long-standing Letter of Understanding (LOU) that allows certain positions to work year-round. She added that ultimately the educator position was not included in the LOU and that the LOU does need to be followed, even as strategy for future programming is developed.

Commissioners requested that the Director follow up with the concerns that were raised during public comment.

Ms. McKinney asked what can be done to attract more minority people to apply to positions at WCPARC when they are posted. Ms. Bobrin stated that this has been a long-term concern countywide and that HR should play a role.

Commissioners discussed the possibility of adding a “Commissioner Follow-Up” section to the agenda after public comment.

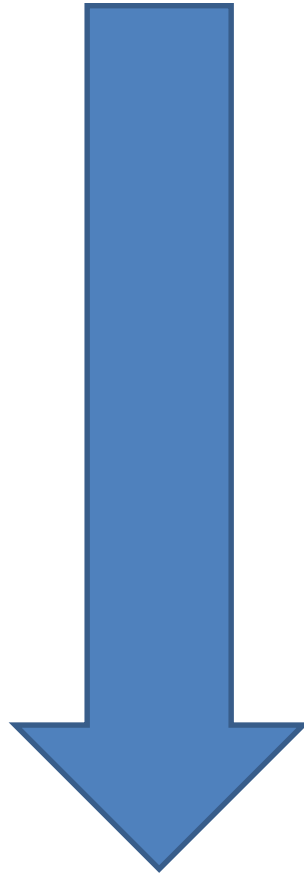
Mr. Marans stated that the end of October is the opening of the Ralph C. Wilson Park and that Parks staff should keep that in mind for scheduling purposes when it comes to other events.

11. Adjournment

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

The meeting was adjourned at 5:05 p.m.

Communications, Projects & Activities



MEDIA COVERAGE – August 2025

The Sun Times - Opening of Broadway Park West Connects Downtown Ann Arbor to B2B Trail,
8/23/2025 - <https://thesuntimesnews.com/opening-of-broadway-park-west-connects-downtown-ann-arbor-to-b2b-trail/>

Meghan Bonfiglio

From: Laura Gerker <lgerker1@gmail.com>
Sent: Wednesday, August 6, 2025 8:49 AM
To: Julie Sigda; Julie Shoner; Ashley Wilson
Cc: Meghan Bonfiglio; Ann Ziolkowski
Subject: Deep Appreciation for an Incredible First Summer at Independence Lake Camp

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 Julie, Julie, and Ashley,

I wanted to take a moment to express my sincere thanks and appreciation for the incredible experience my son Logan had at Independence Lake's summer camp this year. This was his very first summer at camp — he's 6½ — and to say it exceeded our expectations would be an understatement.

Logan has always been a little hesitant to try new things or step outside his comfort zone, but this summer he did more than I ever imagined he would. From kayaking and fishing to nature walks (with bugs!), playing in the sand, and even eating hot dogs on Fridays — he embraced it all. These may sound like small things, but for him they were big steps. He came home every day proud, happy, and full of stories.

A huge part of that transformation is thanks to the warmth, encouragement, and support of your staff — especially Mr. Joe and Ms. Evie.

Mr. Joe quickly became Logan's favorite counselor. He had such a thoughtful balance of encouraging Logan to join in activities while also honoring his quieter moments — like sitting with him to make bracelets or helping him through the fear of a bee sting. That kind of presence makes a lasting impact.

Ms. Evie was a constant positive force — greeting him with a smile in the mornings and afternoons, helping him settle in, and building a sense of connection and ease between the kids and counselors. Her friendly energy and sense of humor helped start and end each day on the right note.

Even on rainy days, the team had crafts, movies, and backup plans that still felt intentional and fun. The whole operation — from registration to daily check-out — felt smooth, safe, and so well-run. It was clear every step of the way that Logan was in capable hands.

And maybe the most telling thing of all: there wasn't a single day he didn't race out the door to get there.

Thank you again for the time, planning, and care that goes into creating such a meaningful program. As a parent, it's hard to put into words how much it means to see your child not only safe and happy, but growing in confidence, joy, and independence. We are so grateful.

Warmly,
Laura Gerker

Lauren Koloski

From: Terre Fisher <telf@umich.edu>
Sent: Monday, August 25, 2025 11:46 AM
To: Lauren Koloski
Subject: Subject: Cabin by the mill -- charming!

Dear Lauren,

A couple of weeks back a friend and I were coming back from walking out to the Botanical Gardens from Parker Mill, and we noticed that the little cabin down the hill was open. When we walked over, we met Dana (I think), who gave us the history of the Parkers move from the UK to AA and other interesting info about the cabin (the original, too) and all the people and activities that had taken place on the property. We were surprised to learn that the woods across Fleming Creek had been pasture! But I guess that's how these things go.

Anyway, it was a very enjoyable visit with your docent and we will watch for other opportunities to enjoy events at the mill.

Sincerely,
Terre Fisher
6 Gallway Court
Ann Arbor, MI 48104

--

Terre Fisher (she/her)
telf@umich.edu

"Throw them to the lions!" --Iggy Pop

Lauren Koloski

From: Paul Sowa <paulsowa@icloud.com>
Sent: Wednesday, August 27, 2025 11:56 AM
To: Lauren Koloski
Subject: Parker Mill cabin

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 Lauren,

I was quite surprised a few months ago, riding my bike by Parker Mill cabin, where I ride by quite often, to see a line of laundry, hanging out one day on a line. My first thought was that possibly a homeless person was inhabiting the area to do their laundry, However, upon further investigation, I discovered a person named Dana who was working for the park service and her child and a couple other people and was quite impressed to see that the cabin had been open to the public and that they were doing some activities there quite happy to see this as I was always curious about what was inside the cabin!

I hope the project continues in the future and would possibly also be interested in getting involved with some of those activities and hopefully they'll have the mill open too for some tours in the future, anyway keep up the good work!

Paul Sowa

Sent from my iPhone

This form is meant to offer an alternative to in-person public comment. Submissions to this form will be included in the official packet that is posted publicly and shared with the Board of Commissioners prior to their regular meetings. Submissions must be made no later than noon the day of the meeting. Submissions that are violent, threatening or explicit in nature will not be included in the packet.

First Name	Linda
Last Name	Eton
Where Do You Live	Ann Arbor Township
Specific Neighborhood / Community	Tanglewood
What meeting does your public comment pertain to?	Board of Commissioners Meeting
What agenda item does your public comment relate to? If your comment is not about a specific agenda item being considered by the Board of Commissioners, please type "New Business" into the text box.	New business

[View Upcoming Agenda](#)

Public Comment	We had a very positive experience listening to the history of the Parker Mill and cabin given by Lauren Koloski on August 21,2025. We have passed by this cabin many times on walks and it has always been closed. It was wonderful to be inside the cabin and learn and experience local history. During our visit, another visitor came inside to learn the history. When we passed by the cabin again on our way back from our walk, several children were there using an old time washboard. I believe people want to learn more about this lovely site and I hope the cabin remains open for visitors. Please forward this message to the appropriate department if this is not the correct one. Thank you. The Eton Family
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Thank you for
letting us help
The environment!

We are so glad we
had the chance to
help the trees and
the parks!





Digital Report - August 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

+73

Total Followers

7.45K

Views This Month

55.2K

Views Last
Month

58.2K

Views YTD

242K

Link Clicks This Month

Down 35%

Compared to Last Month

Link Clicks YTD

Down 17%



Post Highlight

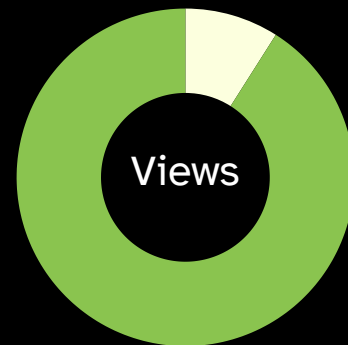
Parker Mill Where in Washtenaw



Post Highlight Views

31k

Post Highlight Views



From
Followers

9%

From Non-
followers

91%

Social Media Report

WCPARC INSTAGRAM

WCPARC Followers
Growth

+55

Total Followers

4K

Views This Month

11.8K

Views Last
Month

15.3k

Views YTD

64.6K

Content Interactions
This Month

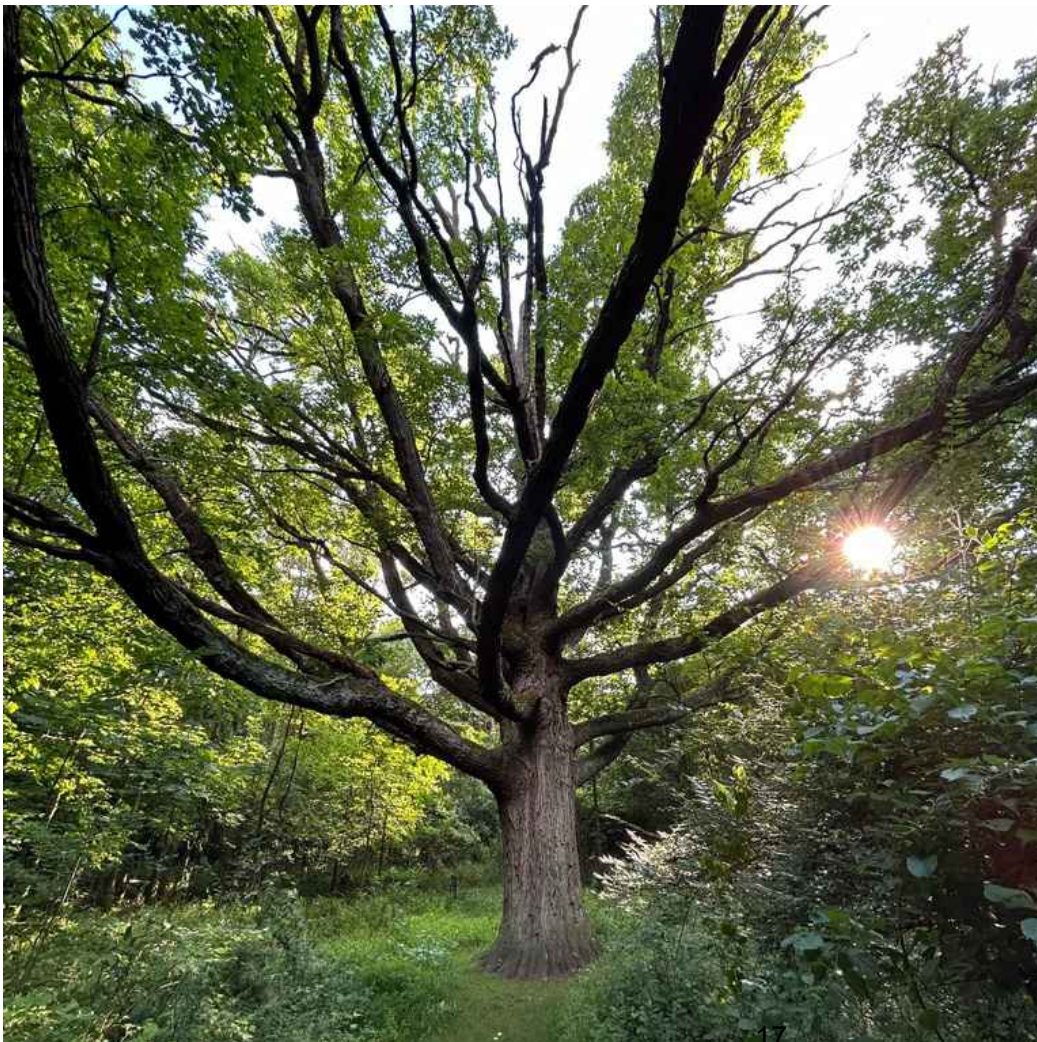
Up 12%

Compared to Last Month
Content Interactions YTD

unavailable

Post Highlight

Where in Washtenaw Parker Mill Tree



Post Highlight Views

1,155

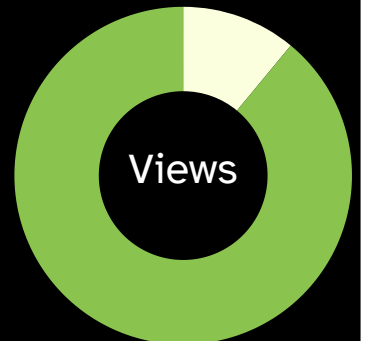
Post Highlight
Views

From
Followers

89%

Non
Followers

11%



E-News

September Newsletter

Open Rate

40%

Open Rate Last Month

51%

Link Click Rate

2.9%

Link Click Rate
Last Month

1.4%

Top Links Clicked

1. Fall Guide
2. EWCRC
3. Washtenaw.org/parks

Website

Most popular pages

◆ Title ◆ URL	▼ Page views % of total	◆ Visits % of total
Parks, Preserves, Trails Washtenaw County, MI - Official Website https://www.washtenaw.org/289/Parks-Preserves-Trails	2,825 23.6%	2,366 29.6%
Parks & Recreation Washtenaw County, MI - Official Website https://www.washtenaw.org/288/Parks-Recreation	2,742 22.9%	2,291 28.6%
Parks & Facilities Washtenaw County, MI - Official Website https://www.washtenaw.org/418/Parks-Facilities	1,461 12.2%	1,196 14.9%
Register Washtenaw County, MI - Official Website https://www.washtenaw.org/4381/Register	756 6.3%	616 7.7%
Group Visits Washtenaw County, MI https://www.washtenaw.org/2255/Group-Visits---Water-Park	712 5.9%	691 8.6%

[View more details](#)



Washtenaw County Parks and Recreation Commission

August 2025 - Claims Report

PARK / FACILITY / FUNCTION	UTILITIES	DIRECT PURCHASES	OTHER	TOTAL
Administration	\$ 614.33	\$ 4,971.33	\$ 114,611.64	\$ 120,197.30
Recreation Center	12,372.53	5,763.68	19,243.29	37,379.50
Park Maintenance	804.94	11,621.33	34,219.03	46,645.30
Pierce Lake Golf Course	1,478.11	6,701.27	30,409.98	38,589.36
Independence Lake	4,383.44	3,862.32	10,264.74	18,510.50
Rolling Hills	25,671.47	9,999.78	58,088.01	93,759.26
Parker Mill	38.08	-	3,082.56	3,120.64
Sharon Mills	174.11	-	982.10	1,156.21
Staebler Farm	800.93	3,657.42	3,596.29	8,054.64
Swift Run Dog Park	-	-	165.00	165.00
Capital Improvement	-	-	277,820.20	277,820.20
Committed Funding Partnerships	-	-	-	-
Commission	-	-	-	-
SUBTOTAL	\$ 46,337.94	\$ 46,577.13	\$ 552,482.84	\$ 645,397.91
 Road Millage Fund	 -	 -	 100,000.00	 100,000.00
SUBTOTAL	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00
 Natural Areas Preservation Program				
Acquisition	\$ -	\$ -	\$ -	\$ -
Preserve Management	-	4,796.47	12,817.62	\$ 17,614.09
NATAC	-	-	-	\$ -
Acquisition	\$ -	\$ -	\$ 603,219.50	\$ 603,219.50
Annual Monitoring	-	-	-	\$ -
ALPAC	-	-	-	-
SUBTOTAL	\$ -	\$ 4,796.47	\$ 616,037.12	\$ 620,833.59
 TOTAL	\$ 46,337.94	\$ 51,373.60	\$ 1,268,519.96	\$ 1,366,231.50

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

\$ 1,366,231.50

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

Beginning Fund Balance (1/1/25)	14,781,564	58%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	10,500,149	10,633,088	101%	132,939
State Grant Funds	-	-		-
Fees & Services	4,388,000	3,438,224	78%	(949,776)
Interest Earnings	300,000	452,329	151%	152,329
Other Revenue & Reimb.	<u>30,000</u>	<u>69,900</u>	233%	<u>39,900</u>
Total Revenue	15,218,149	14,593,542	96%	(624,607)
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(8,562,262)	(4,735,684)	55%	3,826,578
Supplies & Other Services	(2,990,100)	(1,703,652)	57%	1,286,448
Internal Service Charges	(1,055,612)	(636,369)	60%	419,243
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(898,156)	29%	2,201,844
Contingency	(400,000)	(153,425)	38%	246,575
Machinery & Equipment	<u>(90,000)</u>	<u>(46,523)</u>	52%	<u>43,477</u>
Capital Subtotal	(3,590,000)	(1,098,103)	31%	2,491,897
Transfers Out	(1,200,000)	-		
Total Expense	<u>(17,397,974)</u>	<u>(8,173,808)</u>	47%	8,024,166
Surplus/(Deficit)	(2,179,825)	6,419,734		
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>21,201,298</u>		

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

Beginning Fund Balance (1/1/25)	14,781,564	67%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	10,500,149	10,633,088	101%	132,939
State Grant Funds	-	-		-
Fees & Services	4,388,000	4,290,953	98%	(97,047)
Interest Earnings	300,000	452,329	151%	152,329
Other Revenue & Reimb.	<u>99,000</u>	<u>69,900</u>	71%	<u>(29,100)</u>
Total Revenue	15,287,149	15,446,271	101%	159,122
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(8,562,262)	(6,147,295)	72%	2,414,967
Supplies & Other Services	(2,990,100)	(2,089,433)	70%	900,667
Internal Service Charges	(1,055,612)	(725,328)	69%	330,284
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(1,140,276)	37%	1,959,724
Contingency	(400,000)	(153,425)	38%	246,575
Machinery & Equipment	<u>(90,000)</u>	<u>(72,579)</u>	81%	<u>17,421</u>
Capital Subtotal	(3,590,000)	(1,366,279)	38%	2,223,721
Transfers Out	(2,038,000)	(138,000)		
Total Expense	<u>(18,235,974)</u>	<u>(10,466,336)</u>	57%	5,869,638
Surplus/(Deficit)	(2,948,825)	4,979,935		
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>7,052,739</u>	<u>19,761,499</u>		

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

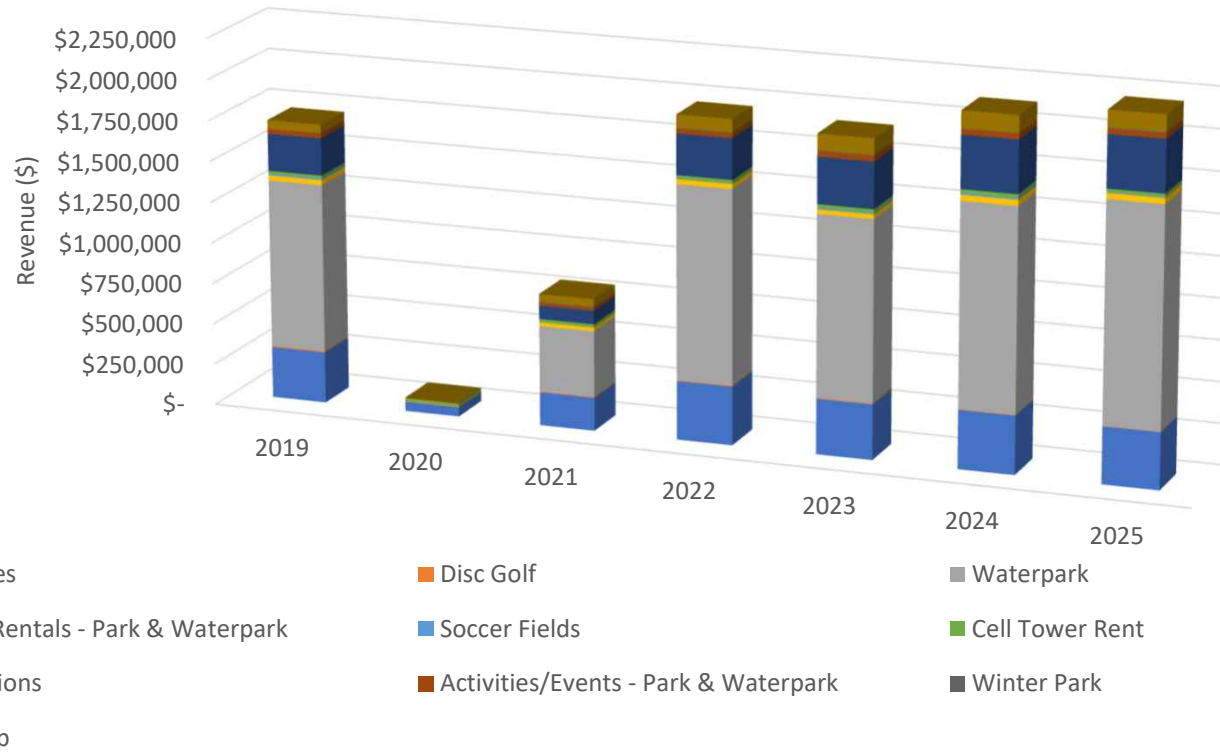
Beginning Fund Balance (1/1/25)	10,037,013	58%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	5,563,519	5,654,749	102%	91,230
State Revenue	-	749,751		749,751
Interest Earnings	100,000	322,785	323%	222,785
Other Revenue & Reimb.	<u>5,000</u>	<u>-</u>	0%	<u>(5,000)</u>
Total Revenue	5,668,519	6,727,285	119%	1,058,766
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(674,205)	(420,074)	62%	254,131
Supplies & Other Services	(654,200)	(171,832)	26%	482,368
Internal Service Charges	(37,719)	(14,441)	38%	23,278
Capital				
Land Acquisition	(2,900,000)	(190,966)	7%	2,709,034
Land Development	-	-		-
Machinery & Equipment	<u>(20,000)</u>	<u>(3,397)</u>	17%	<u>16,603</u>
Capital Subtotal	(2,920,000)	(194,363)	7%	2,725,637
Total Expense	<u>(4,286,124)</u>	<u>(800,710)</u>	19%	3,485,414
Surplus/(Deficit)	1,382,395	5,926,575		
Projected Fund Balance (12/31/25)	<u>11,419,408</u>	<u>15,963,588</u>		

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

Beginning Fund Balance (1/1/25)	10,037,013	67%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	5,563,519	5,654,749	102%	91,230
State Revenue	-	749,751		749,751
Interest Earnings	100,000	322,785	323%	222,785
Other Revenue & Reimb.	<u>5,000</u>	<u>-</u>	0%	<u>(5,000)</u>
Total Revenue	5,668,519	6,727,285	119%	1,058,766
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(674,205)	(509,835)	76%	164,370
Supplies & Other Services	(654,200)	(206,731)	32%	447,469
Internal Service Charges	(37,719)	(16,440)	44%	21,279
Capital				
Land Acquisition	(2,900,000)	(780,046)	27%	2,119,954
Land Development	-	-		-
Machinery & Equipment	<u>(20,000)</u>	<u>(3,397)</u>	17%	<u>16,603</u>
Capital Subtotal	(2,920,000)	(783,443)	27%	2,136,557
Total Expense	<u>(4,286,124)</u>	<u>(1,516,449)</u>	35%	2,769,675
Surplus/(Deficit)	1,382,395	5,210,836		
Projected Fund Balance (12/31/25)	<u>11,419,408</u>	<u>15,247,849</u>		

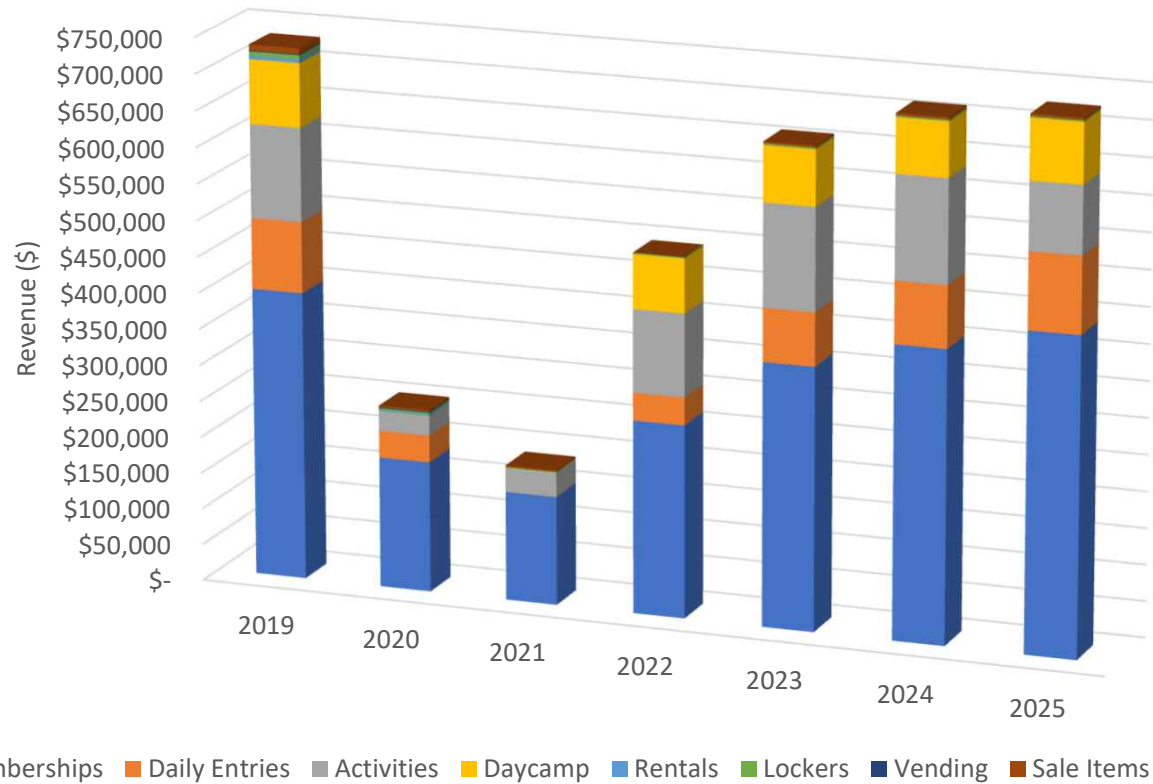
Rolling Hills County Park Revenue Report - August

	2019	2020	2021	2022	2023	2024	2025
Gate Fees	\$ 311,199	\$ 56,176	\$ 202,153	\$ 357,584	\$ 336,363	\$ 356,904	\$ 346,540
Disc Golf	\$ 8,228	\$ 4,352	\$ 5,130	\$ 5,354	\$ 5,131	\$ 3,237	\$ 2,428
Waterpark	\$ 1,024,904	\$ 48	\$ 401,673	\$ 1,184,705	\$ 1,104,962	\$ 1,240,448	\$ 1,338,900
Facility Rentals - Park & Waterpark	\$ 31,757	\$ 200	\$ 23,149	\$ 30,259	\$ 27,391	\$ 36,096	\$ 35,660
Soccer Fields	\$ 9,965	\$ 200	\$ 1,325	\$ 2,875	\$ 8,590	\$ 9,870	\$ 4,148
Cell Tower Rent	\$ 17,654	\$ 18,183	\$ 18,729	\$ 21,711	\$ 22,290	\$ 23,033	\$ 21,080
Concessions	\$ 227,792	\$ -	\$ 81,897	\$ 248,820	\$ 281,748	\$ 320,992	\$ 317,495
Activities/Events - Park & Waterpark	\$ 29,725	\$ 3,360	\$ 18,753	\$ 29,532	\$ 34,947	\$ 35,088	\$ 33,364
Winter Park	\$ 1,218	\$ -	\$ 5,088	\$ 5,245	\$ 4,600	\$ 2,180	\$ 5,610
Daycamp	\$ 52,405	\$ -	\$ 47,485	\$ 78,648	\$ 98,497	\$ 105,174	\$ 103,420
Totals:	\$ 1,714,847	\$ 82,519	\$ 805,383	\$ 1,964,731	\$ 1,924,518	\$ 2,133,022	\$ 2,208,645



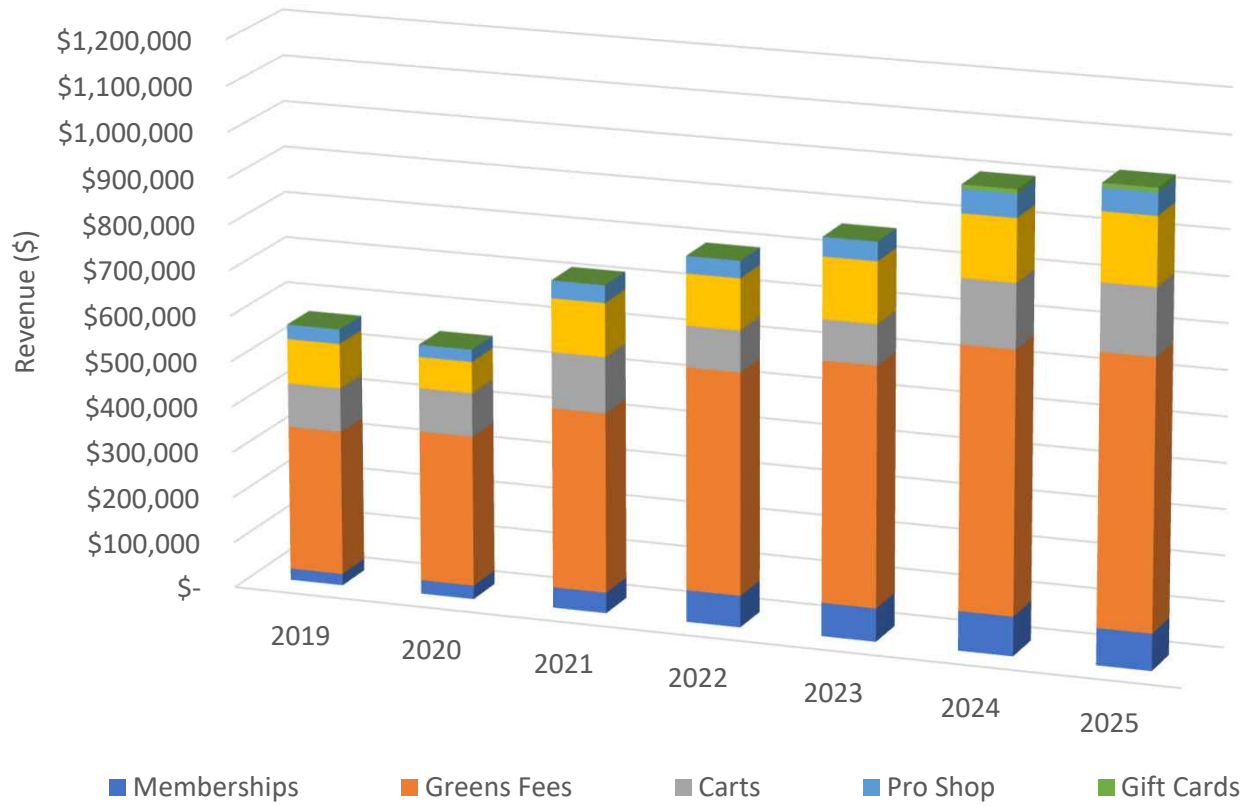
Meri Lou Murray Recreation Center Revenue Report - August

	2019	2020	2021	2022	2023	2024	2025
Memberships	\$ 397,038	\$ 179,824	\$ 149,594	\$ 265,764	\$ 362,599	\$ 403,268	\$ 438,576
Daily Entries	\$ 97,874	\$ 37,275	\$ 157	\$ 38,231	\$ 73,678	\$ 85,791	\$ 105,951
Activities	\$ 129,214	\$ 25,927	\$ 33,020	\$ 114,101	\$ 141,791	\$ 142,637	\$ 93,570
Daycamp	\$ 88,617	\$ 630	\$ 405	\$ 74,580	\$ 76,886	\$ 75,341	\$ 83,141
Rentals	\$ 4,948	\$ 2,554	\$ 300	\$ -	\$ -	\$ -	\$ -
Lockers	\$ 5,677	\$ 2,267	\$ 780	\$ 1,930	\$ 2,223	\$ 2,265	\$ 1,998
Vending	\$ 1,135	\$ 1,208	\$ -	\$ -	\$ -	\$ -	\$ -
Sale Items	\$ 8,273	\$ 2,220	\$ 2,190	\$ 50	\$ 2,675	\$ 3,403	\$ 3,238
Totals:	\$ 732,777	\$ 251,906	\$ 186,446	\$ 494,655	\$ 659,851	\$ 712,705	\$ 726,474



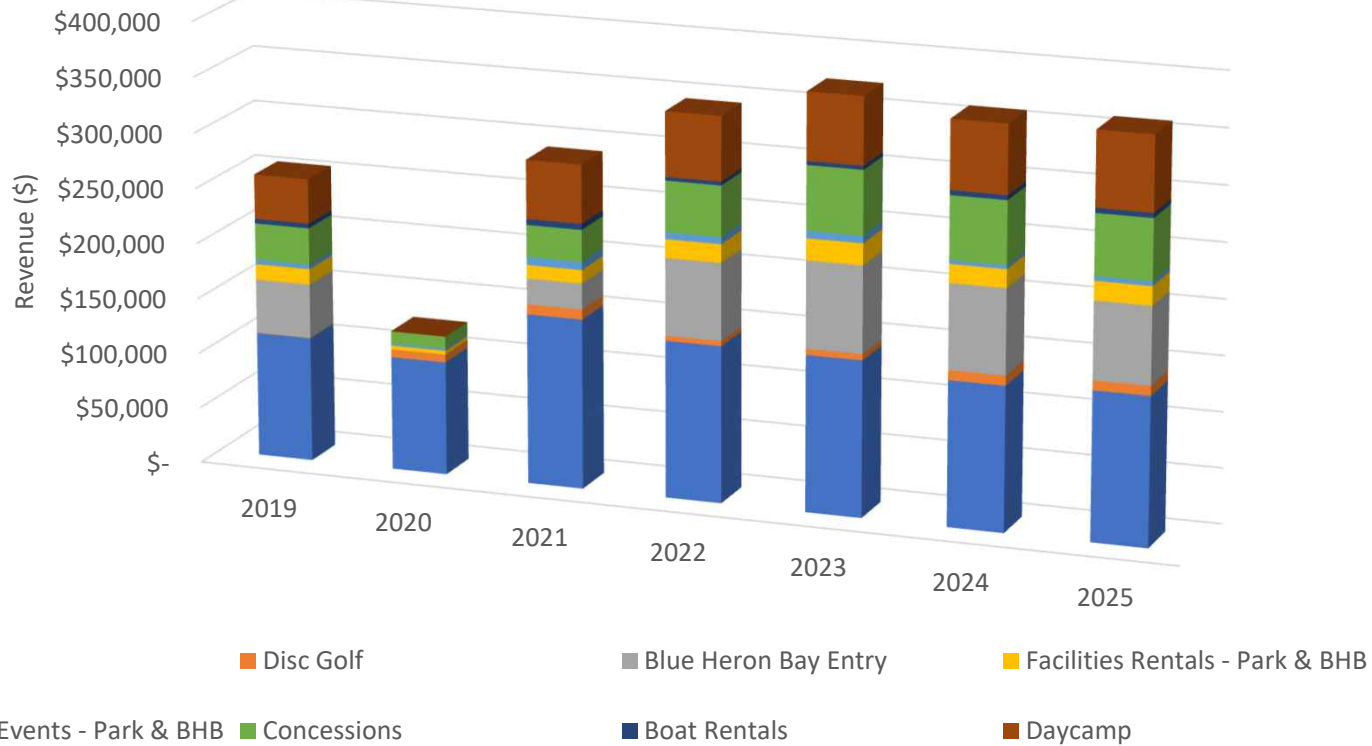
Pierce Lake Golf Course Revenue Report - August

	2019	2020	2021	2022	2023	2024	2025
Memberships	\$ 25,175	\$ 29,882	\$ 45,194	\$ 69,455	\$ 72,908	\$ 86,230	\$ 80,740
Greens Fees	\$ 315,273	\$ 329,042	\$ 393,306	\$ 486,628	\$ 525,667	\$ 574,533	\$ 591,866
Carts	\$ 96,093	\$ 95,375	\$ 122,798	\$ 90,213	\$ 88,754	\$ 141,509	\$ 147,411
Food/Bev	\$ 97,854	\$ 68,557	\$ 117,015	\$ 112,200	\$ 134,179	\$ 137,281	\$ 150,051
Pro Shop	\$ 31,993	\$ 26,717	\$ 38,581	\$ 37,704	\$ 42,037	\$ 51,748	\$ 49,198
Gift Cards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,238	\$ 10,046
Totals:	\$ 566,388	\$ 549,573	\$ 716,894	\$ 796,200	\$ 863,545	\$ 1,000,539	\$ 1,029,312



Independence Lake County Park Revenue Report - August

	2019	2020	2021	2022	2023	2024	2025
Gate Fees	\$ 111,943	\$ 102,130	\$ 153,077	\$ 141,347	\$ 140,915	\$ 130,938	\$ 134,490
Disc Golf	\$ 426	\$ 7,092	\$ 9,150	\$ 4,674	\$ 5,595	\$ 8,996	\$ 8,811
Blue Heron Bay Entry	\$ 48,563	\$ -	\$ 23,146	\$ 69,497	\$ 78,509	\$ 76,846	\$ 69,961
Facilities Rentals - Park & BHB	\$ 14,085	\$ 3,480	\$ 12,240	\$ 16,740	\$ 19,550	\$ 16,740	\$ 17,199
Activities/Events - Park & BHB	\$ 3,953	\$ 1,875	\$ 7,081	\$ 6,085	\$ 6,560	\$ 3,325	\$ 4,065
Concessions	\$ 33,115	\$ 10,946	\$ 28,802	\$ 45,895	\$ 57,914	\$ 56,896	\$ 54,929
Boat Rentals	\$ 4,248	\$ -	\$ 5,338	\$ 3,306	\$ 3,550	\$ 4,307	\$ 4,445
Daycamp	\$ 40,217	\$ 150	\$ 52,910	\$ 58,036	\$ 60,906	\$ 62,233	\$ 67,723
Totals:	\$ 256,549	\$ 125,673	\$ 291,744	\$ 345,581	\$ 373,500	\$ 360,280	\$ 361,623





MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Meghan Bonfiglio, Director
Date: September 9, 2025
Subject: Meri Lou Murray Recreation Center Natatorium Artwork

BACKGROUND

As renovations to the Meri Lou Murray Recreation Center (MLMRC) natatorium progress, Parks Commissioners expressed interest in enhancing the visual appeal of the updated space, following the removal of the glass block wall. There is now an opportunity to incorporate unique and transformative artwork that will complement the completed renovation. Parks Commissioners were informed about staff's role in the City of Ann Arbor's artwork commission during the B2B Barton-Bandemer Tunnel construction. Following up the Commission's interest in adding public art at MLMRC, staff reached out to the City of Ann Arbor and the Ann Arbor Art Center (A2AC) to explore a similar commissioning process for the natatorium.

DISCUSSION

The Ann Arbor Art Center (A2AC) partners with public agencies, organizations, and individuals to strengthen communities through art. It is recognized as the leading art agency in the Ann Arbor area, with designated staff managing its public art projects. A2AC oversees ongoing public art initiatives with the City of Ann Arbor, including projects like A2AC Murals and A2AC Alleys.

In July, staff met with A2AC staff to explore options for adding artwork the MLMRC natatorium. The process of procuring an artist to execute artwork is specialized and few agencies have the extensive number of contacts and experience to provide such a service. Therefore, a consultant is strongly advised to guide the process.

To expedite the process, A2AC would provide a vetted list of 3-5 candidate artists who can work within the project's timeline, budget, and environmental conditions at the natatorium. Each artist will be paid a stipend of \$750.00 to develop a formal proposal and concepts for the project. A committee of interested Parks Commissioners and staff will review the proposal and select the final candidate.

The total proposed budget for the project is not to exceed \$100,000. The fee breakdown includes 25% designated to the A2AC for project management and 75% paid toward the artist for creating, fabricating, and installing the artwork. The contract fee is inclusive of the candidate stipend.

The anticipated timeline follows:

September – Contract with A2AC and begin initial review of artists and mediums.

October – Selected candidates work on proposals.

November – Selection Committee reviews proposals and selects artist.

December-mid-April – Artist fabricates and installs artwork.

RECOMMENDATION

It is my recommendation that the Commission award a sole source contract to the Ann Arbor Art Center for managing the process of procuring and executing a public art project for the amount not to exceed \$100,000.00.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: September 9, 2025

Subject: Squiers Purchase – Final Approval

BACKGROUND

The initial 50 acres of the Squiers Preserve was purchased in 2007. Unlike most nature preserves purchased through the Natural Areas Preservation Program (NAPP), Squiers Preserve was established by the purchase of a conservation easement that allowed public access and management by WCPARC staff. At that time, a conservation easement was the only tool available to protect the property since Sylvan Township would not approve a land division, separating the preserve portion from the house portion, due to lack of necessary access into the Preserve. Subsequently, in 2013, an additional 1-acre access easement was purchased to allow for public and maintenance access into the preserve. In 2014, an additional 6 acres were purchased fee simple by WCPARC from the adjacent property owner. In 2016, the landowner nominated the easement property to be purchased in fee simple to the NAPP program. In 2019, WCPARC received a letter from the Township attorney indicating that the Township does not anticipate any restrictions on the division of the preserve portion from the parent parcel since adequate access was established in 2013. Staff have been working with the landowner since 2016 to find an agreement on purchase. Appraisals were ordered 2016 and again in 2020 when the Commission also approved the development of a sales contract in November 2020, but the landowner did not accept either value.

Squiers Preserve has been actively managed by WCPARC stewardship staff and has over 1 mile of trails for public use and the landscape contains a rich forest with documented vernal pools and springs. Throughout the years WCPARC field crew have conducted fires, removed invasive species, and updated botanic inventories to steward the landscape.

DISCUSSION

In 2024, the landowner again expressed interest in selling and a new appraisal was produced in February 2025. This appraisal valued the 50 acres of land currently encumbered by the conservation easement. The appraisal valued this land at \$218,000. The Commission approved a sales contract at their March 11, 2025 meeting, contingent upon completion of due diligence, which has been completed. In addition, staff has received confirmation from Sylvan Township that the conservation easement parcel may be purchased separately.

RECOMMENDATION

Based upon the review by Natural Area Technical Advisory Committee and staff, along with the completion of due diligence, it is my recommendation that the Washtenaw County Parks and Recreation Commission authorize the purchase of the Squiers property in Sylvan Township as identified in the attached maps at a purchase price of \$218,000 contingent upon attorney review of final closing documents. I further recommend that \$25,000 be contributed to the stewardship special revenue fund for the future maintenance.

Attachments

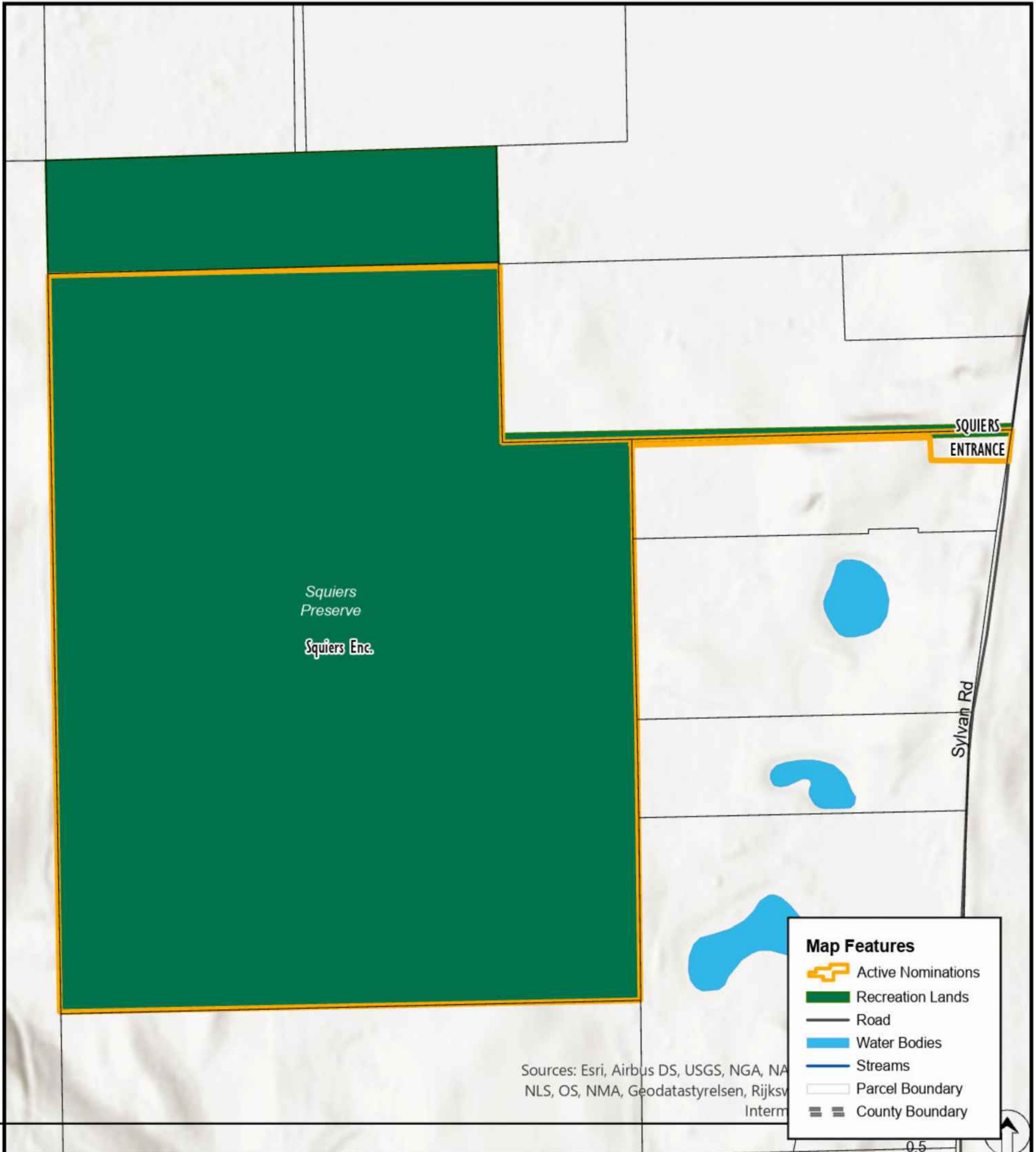
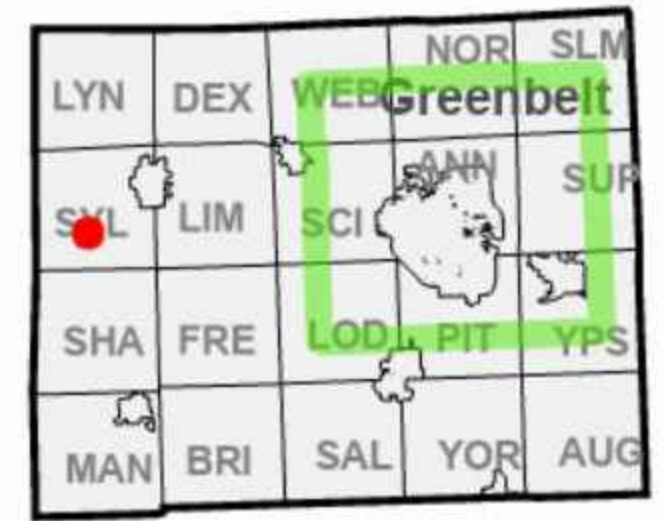
NAPP 2024

Property Local Area

Squiers Entrance

Purchase of 5 acres for entrance & 50 acres encumbered land

Washtenaw County
Locator Map





MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Meghan Bonfiglio, Director
DATE: September 9, 2025
RE: Project and Activities Update – August 2025

Park Facility Events and Projects

Independence Lake

- The beach was closed for 22 days in August due to high bacteria levels, despite ongoing efforts to clean up geese and swan waste.
- Nine families attended Sensory Splash Time, which is held the second Friday of the month at Blue Heron Bay Spray Park.
- Twelve players attended “Disc Golf Glow Nights.”
- Staff has begun preparing for fall with cleaning and closing summer amenities.
- Staff is preparing for the third annual Craft Show, which will be held on September 27.
- Parks staff, along with the JFR consultant team, concluded several meetings to assist in finalizing the construction documents, including the site plan for a new maintenance building. The team is in the process of reviewing bid documents to ensure all program requirements are met. Permit approvals are being sought with EGLE and other agencies.
- Parks staff met on site to review the first phase of paving operations for the pathways that are expected to commence this fall.

Meri Lou Murray Recreation Center

- Construction on the Natatorium renovation continues. Demolition of the south wall and footings along with portions of the pool deck have been completed. Mechanical and electrical rough-ins are currently being installed. The JFR team, along with WCPARC staff, are in the process of finalizing shop submittals and responding to any contractor questions. Project is currently on time and on budget.
- To best accommodate patrons during the Natatorium renovation, the facility was closed for only three days, rather than the typical two-week shutdown at the end of August. During this brief closure, staff coordinated the necessary utility shut-offs for the construction project, helping to avoid a longer disruption. An additional closure is expected this fall to support ongoing construction, with a separate shutdown planned before the pool reopens to complete remaining maintenance work.
- Additional activities that occurred during the three-day shutdown included:
 - o Staff participated in various trainings, including EAP and team-building exercises.
 - o Maintenance staff deep-cleaned areas, such as the cardio room floor, carpets, and other parts of the facility.



Rolling Hills Park

- “Family Campouts” were held during the first two weekends in August, with 47 campsites and 145 participants.
- “Special Needs Swim Day” was held August 16, with more than 350 guests in attendance.
- End of season staff party was August 12 and was very well attended.
- New benches were added to the Water Park near slide mountain and the spray pad.
- Staff met on site to review the areas for the first phase as part of the pavement maintenance contract, including crack sealing and sealcoating pathways and parking lots, and striping the drives and parking lots.

Staebler Farm Park

- 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.

Special Initiatives

Border to Border Trail (B2B)

- Segment DAA7 (Barton-Bandemer Tunnel and Trail, in partnership with the City of Ann Arbor):
 - o Tunnel: The contractor, Davis Construction, has completed drainage work, most of the site grading, and approximately 80% of the paving. Over the next month, the work will consist of electrical, decorative panels, stone façade, landscape restoration, and other detail items. It is anticipated that the project will be open to the public this fall, including a ribbon cutting event.
 - o Chelsea Timbertown Trailhead, in partnership with the City of Chelsea has been completed. A ribbon cutting is being planned for late September.
- Engineering and permitting are in various stages for the following trail segments:
 - o Segment DAA4 (Delhi Metropark to Wagner Rd): Amtrak permit review still in process.
 - o The Dexter Connection Trail, Parker Road to City of Dexter. Design work continues, four easements have been secured and work the on rehabilitation of the 140-year-old Bell Road Bridge has started. Project is scheduled for fall 2025 bid and construction in 2026.

Connecting Communities

- Connecting Communities grant applications were due on August 28. Three proposals were submitted for the follow projects: Superior Township, preliminary engineering of Plymouth Road Pathway, Phase II; Scio Township, preliminary engineering pedestrian improvements along Scio Church; and City of Chelsea, final engineering of Letts Creek Pathway. Staff will provide an overview of applications at the October Parks Commission meeting.

County Farm Park Master Plan

- Staff concluded the public engagement period in late August. Conversations with potential stakeholders is ongoing, including ReImagine Washtenaw and City of Ann Arbor parks staff. The planning team will begin reviewing engagement data, along with considering the park inventory, in early September.



Natural Areas Preservation Program (NAPP)

Stewardship

- Stewardship field crews controlled invasive plant species at Botsford, West Lake, Koenn, Watkins Lake, Fox Science, Miller-Smith, Highland, and Leonard preserves, and at Park Lyndon, Independence Lake, and Sharon Mills parks.
- Field mowings were completed at Lost Wagon Lake and Northfield Woods preserves.
- Staff submitted final reports for the Great Lakes Commission Adaptive Phragmites Management Framework grant for work completed at Rolling Hills Park. Final costs were below the expected budget, allowing the remaining funds to be used for continued treatment at the site in 2025.

Programming, Events, and Volunteers

Educational & Interpretive Programming

- 435 patrons attended nature programs in August, which included summer day camps, “Story Hour and Playtime” at the Parker Mill cabin, “Pollinators in the Garden” at the Women’s Correctional Facility, “Dragonflies” at Leonard Preserve, and “Perseids and Stargazing” at Independence Lake County Park.

Michigan Folk School

- August Classes: 84 students attended 20 classes, which included baking, blacksmithing, leather work, date night cooking, herbalism, and gardening.

Volunteer Programs

- 130 logged volunteer working hours.
- Organized activities include:
 - o Two Stewardship Workdays were held at County Farm Park.
 - o Preserve Stewardship Rotation at was held at Draper-Houston Meadows Preserve.
 - o Seven horticultural volunteer events
- A total of 2,386 volunteer hours have been logged in 2025. Additional program hours will be calculated at year-end for some volunteers, such as Nest Box and Vernal Pool monitors.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Meghan Bonfiglio, Director
Date: September 9, 2025
Subject: Roome Trust Conservation Easement—Sales Contract

BACKGROUND

The 77.08-acre farm is currently owned by the Roome Trust. The property is located along Talladay Rd, near the center of Augusta Township, roughly 1.5 miles away from Augusta Township's only conservation easement on Karnatz Farm.

DISCUSSION

The farm was identified as a partner priority in Round 23 via Augusta Township. If completed, this project would be the first project supported by Augusta Township's farmland preservation millage. The farm is currently in active agricultural production with 100% of the land area in row crops. The property contains 100% prime agricultural soils. Based on the ALPAC scoring system, the property scored 62 points (56 points plus 6 points for Augusta Township's contribution), for the quality of the soils, high percentage of agriculture on the property, and immediate proximity to a sewer system. There would be an 8.5 acre building envelope along the entire western edge of the parcel to maximize access to road frontage for potential future farm buildings.

An appraisal was completed in July 2025. The appraised value for the conservation easement was determined to be \$393,000 (\$5,099/acre). The appraisal determined a "before" valuation of \$694,000 and an "after" valuation of \$301,000. Augusta Township has committed \$100,000 towards the acquisition. Thus, ALPAC's contribution would be \$293,000.

RECOMMENDATION

Based on staff and ALPAC's review and prioritization of the property, it is my recommendation that the Washtenaw County Parks and Recreation Commission authorize a sales contract for the purchase of a conservation easement on the Roome Trust property as identified in attached maps in the amount of \$393,000, or \$5,099/acre contingent upon completion of all necessary due diligence investigation and final approval of the Washtenaw County Parks and Recreation Commission.

Attachments

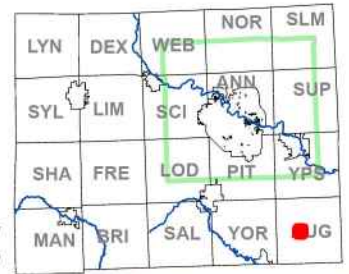
Roome Property 2024 Aerial

Natural Areas Preservation Program

Augusta Township

+/- 77 acres

Washtenaw County
Locator Map



Roome Trust Property: Local Area Aerial

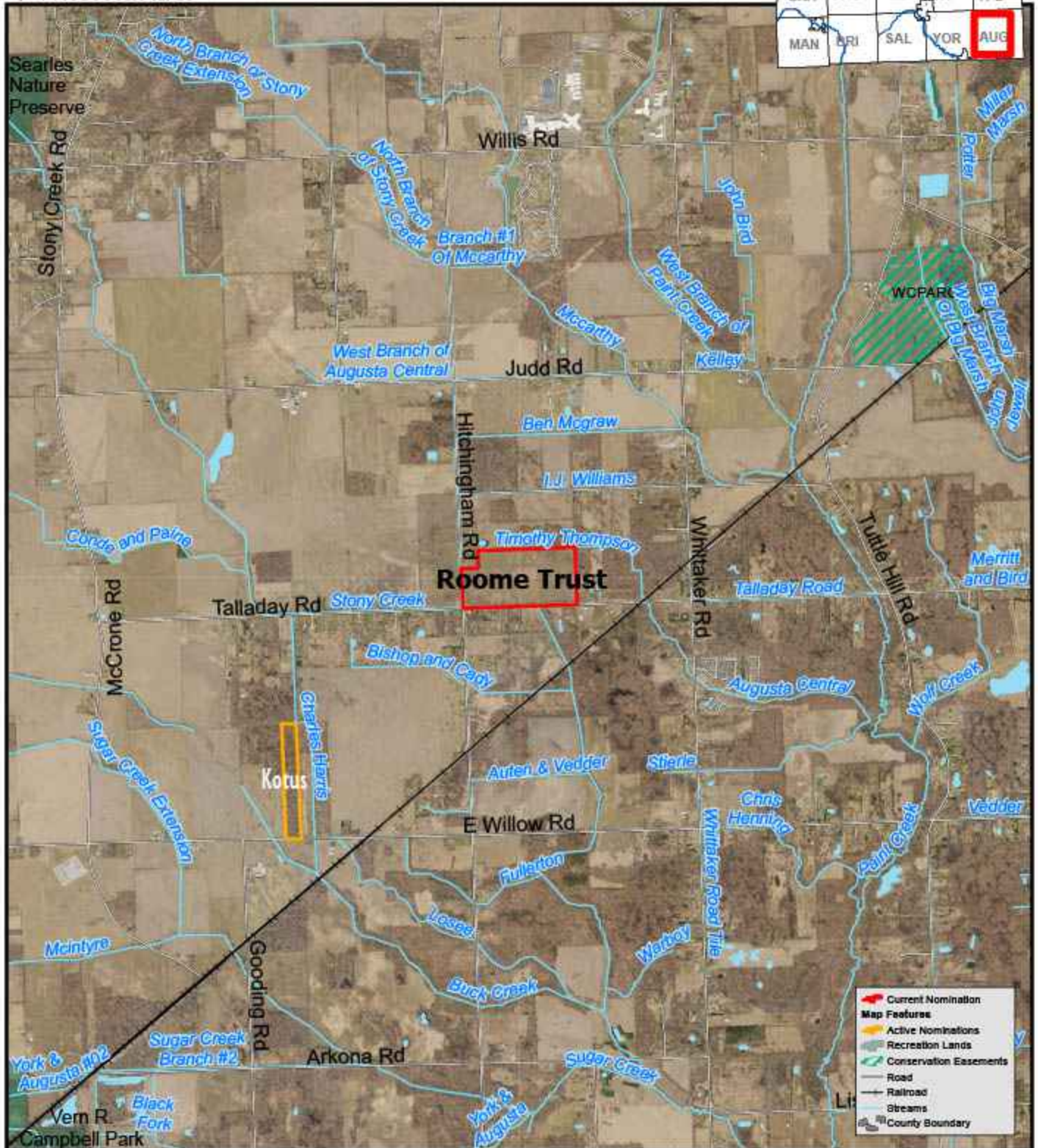
Natural Areas Preservation Program

Nomination ID:A23

Augusta Township

+/- 77.080002 Acres

Washtenaw County
Locator Map





MEMORANDUM

To: Washtenaw County Park and Recreation Commission

From: Meghan Bonfiglio, Director

Date: September 9, 2025

Subject: Westside Operations Facility Rental

BACKGROUND

For several years, the department has recognized the need for a dedicated maintenance facility on the west side of the County to support both maintenance and stewardship crews. Since 2020, portions of these crews have been temporarily housed at the Pierce Lake Golf Course maintenance shop, following their relocation from the Field Operations Building (FOB). That move was driven by the dual necessity of alleviating space limitations at the FOB and improving operational efficiency. While this arrangement has provided short-term relief, it is not a sustainable long-term solution given the continued growth of our maintenance and natural areas programs.

Current space constraints hinder equipment storage, limit workspace for staff and create inefficiencies in daily operations. A dedicated westside facility would centralize operations, allow for more secure and organized equipment storage, and support staff productivity.

DISCUSSION

In Spring 2025, staff toured four potential rental properties on the west side of the County, carefully evaluating them against operational and space requirements. Input from maintenance supervisors was critical to ensure any proposed property would adequately meet operational demands, including space for vehicles, equipment, materials, and administrative functions.

In June, the property located at 4111 Jackson Road (between Zeeb and Wagner Roads) in Ann Arbor was identified as the most suitable option. Following multiple site visits with staff, the property owner and leasing agent, it was determined that this facility offers the necessary square footage, layout, and location to enhance daily operations. The property features 4,250 square feet of workspace and 1,500 square feet of office space, which is currently listed at \$11.25/SF per year.

The proposed lease terms include a three-year agreement with an optional two-year extension. This timeframe provides operational stability while giving the department flexibility to evaluate long-term solutions. During the lease term, staff will continue to assess operational needs and explore future long term options such as constructing a new facility, purchasing an existing building, or securing a longer-term lease.

RECOMMENDATION

It is my recommendation that the Commission authorize the Parks Director to proceed with lease negotiations for the property located at 4111 Jackson Road in Ann Arbor, contingent on attorney review of terms. Securing this facility will address immediate space constraints, enhance operational efficiency, and position the Parks system to better support its growing maintenance and stewardship responsibilities.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: September 9, 2025

Subject: Transportation Alternatives Program (TAP) Application – Eastern Washtenaw Community Recreation Center Trail: Linking Superior & Ypsilanti Townships

BACKGROUND

The planned Eastern Washtenaw Community Recreation Center (EWCRC) requires improved non-motorized accessibility to and around the proposed facility. The EWCRC will be constructed on the former Cheney Elementary site, a 30-acre vacant parcel at the corner of East Clark Road and Dawn Avenue. A county drain divides the site, serving as the boundary between Superior Township to the north and Ypsilanti Township to the south.

The Transportation Alternatives Program (TAP), administered by SEMCOG in our region through a competitive application process, provides federal funding for non-motorized transportation projects. The Washtenaw County Parks and Recreation Commission (WCPARC) has successfully secured \$6.7 million in TAP funding to help to construct four Border-to-Border (B2B) trail projects which had a total price tag \$18 million.

DISCUSSION

In collaboration with the Washtenaw County Road Commission, Ypsilanti Township, and Superior Township, WCPARC proposes submitting a TAP application by the October 1 deadline. The proposed project involves constructing a 1.25-mile, 10-foot-wide concrete trail (see attachment). This trail will connect the future EWCRC site to adjacent neighborhoods and key destinations, including the CommUNITY Skate Park, Community Center Park (Ypsilanti Township), Clark East Tower senior housing complex, Community Park (Superior Township), Ypsilanti Township Community Center, and Green Oaks Golf Course. The proposal includes two signalized mid-block pedestrian crossings—one on East Clark Road and one on Stamford Road—to enhance safety. Additionally, the trail will provide critical connections to the new Ypsilanti District Library–Superior Branch, nearby parks (Fireman's Park in Superior Township and Apple Ridge Park in Ypsilanti Township), and surrounding neighborhoods.

The estimated project cost is \$2 million. The TAP grant requires a minimum 20% local match, or \$400,000, which is an appropriate use of the non-motorized trail millage fund. Ypsilanti Township has agreed to maintain their respective trail segments in the short and long term.

RECOMMENDATION

It is my recommendation that the Commission authorize staff to proceed with the TAP application for \$2 million in partnership with Superior Township, Ypsilanti Township and the Washtenaw County Road Commission. Additionally, I recommend that WCPARC provide the \$400,000 local match from the non-motorized trail millage fund.

Attachments



A RESOLUTION AUTHORIZING THE PARKS AND RECREATION COMMISSION TO PROVIDE MATCHING FUNDS FOR A *TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION* TO THE SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION

September 9, 2025

WHEREAS, the Washtenaw County Parks and Recreation Commission supports the submission of an application titled “Eastern Washtenaw Community Recreation Center Trail: Linking Superior & Ypsilanti Townships” to the Transportation Alternatives Program to connect residents to the future Eastern Washtenaw Community Recreation Center (EWCRC) and key destinations; and

WHEREAS, the 2015-2019 and 2020-2024 Washtenaw County Parks and Recreation Master Plans indicate that non-motorized trails are the top priority for amenities for Washtenaw County residents; and

WHEREAS, the proposed 1.25-mile, 10-foot-wide concrete trail will provide safe, non-motorized access to transportation and recreation opportunities, connecting the EWCRC site to adjacent neighborhoods, the CommUNITY Skate Park, Community Center Park (Ypsilanti Township), Clark East Tower senior housing complex, Community Park (Superior Township), Ypsilanti Township Community Center, Green Oaks Golf Course, the Ypsilanti District Library–Superior Branch, Fireman’s Park (Superior Township), Apple Ridge Park (Ypsilanti Township), and surrounding neighborhoods; and

WHEREAS, the trail includes two signalized mid-block pedestrian crossings—one on East Clark Road and one on Stamford Road—to enhance safety; and

WHEREAS, WCPARC seeks to augment its voter-approved non-motorized trail millage fund with external grant funding; and

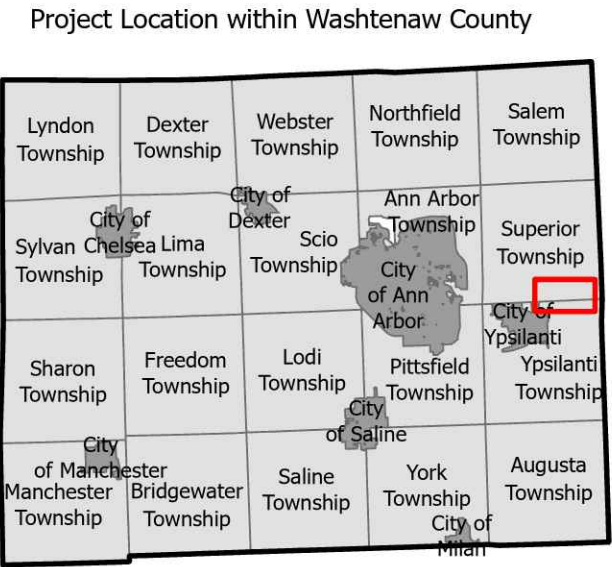
WHEREAS, the design and construction of the EWCRC are funded, with construction anticipated to begin in 2026; and

WHEREAS, the trail’s estimated construction cost is \$2 million, with Ypsilanti and Superior Townships agreeing to maintain their respective trail segments in the short and long term;

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Parks and Recreation Commission hereby requests \$1,600,000 (one million six hundred thousand dollars, 80.0%) from the Transportation Alternatives Program and agrees to furnish up to \$400,000 (four hundred thousand dollars, 20.0%), as its share of the total cost of this project which is estimated to be \$2,000,000 (two million dollars), if a FY 2026 Transportation Alternatives Program grant is awarded to the Washtenaw County Road Commission.

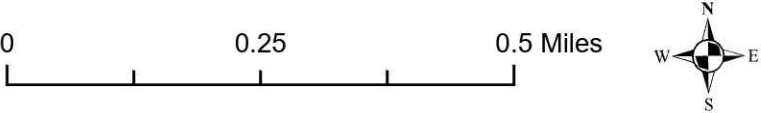
Patricia Tupacz Scribner, President (DATE)
Washtenaw County Parks & Recreation Commission

Dan Ezekiel, Secretary (DATE)
Washtenaw County Parks & Recreation Commission



Proposed Shared Use Trail
Connection to New Recreation Center and Park
Ypsilanti and Superior Townships
Washtenaw County, MI

- Proposed Shared Use Path
- Existing Shared Use Path
- Future Recreation Center
- Neighborhood Sidewalk Connection
- Point of Interest
- School
- Stream
- Road
- Parks and Recreation Land



Prepared by Washtenaw County Parks & Recreation Commission
September 4, 2025



Proposed Shared Use Trail **Connection to New Recreation Center and Park** Ypsilanti and Superior Townships Washtenaw County, MI

- Proposed Shared Use Path
- Existing Shared Use Path
- Future Recreation Center
- Neighborhood Sidewalk Connection
- Point of Interest
- School
- Stream
- Road
- Parks and Recreation Land

0 0.13 0.25 Miles

Prepared by Washtenaw County Parks & Recreation Commission
 September 4, 2025



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: September 9, 2025

Subject: Parks Administration Building – Roof Replacement and Exterior Repair and Painting

BACKGROUND

Opening in 2000, the Parks Administration Building at County Farm Park has served as the home base for the department's administrative functions, including leadership, planning, and finance. The building also hosts public meetings for departmental and community purposes. After 25 years of service, the facility needs an exterior renovation to repair and secure the structure.

DISCUSSION

Due to the building's age and the natural degradation of exterior materials, roof and gutter replacement, exterior cladding repair, and full exterior painting have been included in the 2025 Capital Improvement Plan (CIP). Staff recommend completing this work in fall 2025. The project will include replacing worn or damaged materials and fully sealing the building. Portions of the siding and roofing have begun to show signs of rot, making these repairs critical to protecting the building's structural integrity and preventing further damage.

The project will begin with a complete roof tear-off and subsurface inspection. The new roofing will consist of 30-year dimensional asphalt shingles. The existing gutter system is undersized and unable to manage large rain events. Gutters and downspouts will be upgraded to 6" K-style gutters and 3"x4" downspouts, matching the current style but increasing capacity. This improvement will reduce overflow, minimize rot in the wooden cladding, and mitigate erosion around the building. The wooden siding and trim will be repaired or replaced as needed, with the contractor inspecting for and addressing any hidden damage. Once repairs are complete, the contractor will re-caulk, clean the exterior, and paint all exterior surfaces. WCPARC solicited bids for the project through the State of Michigan's cooperative purchasing program, MiDeal. MiDeal allows municipalities and public agencies to purchase goods and services from vetted vendors, reducing costs and administrative time. This process is consistent with the County's purchasing policies and was reviewed and approved by County Purchasing.

In August 2025, WCPARC contacted contractors listed under MiDeal. Laux Construction (Mason, MI) responded with interest and a bid of \$168,320.00 for roof replacement, exterior repair and painting. The department has previously worked with Laux Construction on multiple projects and has been consistently satisfied with their quality and service.

Since Laux Construction has been successfully utilized by the department in the past and their bidding has been verified competitive by the MiDeal process, this single bid is acceptable and their attention to projects has been proven.

RECOMMENDATION

After conducting a careful investigation into the Bidder and a thorough review of their bid, it is my recommendation that the Washtenaw County Parks and Recreation Commission award a service contract in the amount \$168,320.00 including an additional 15% (\$25,248.00) contingency for potential change orders, bringing the total recommended contract price to \$193,568.00.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: September 9, 2025

Subject: Sharon Mills County Park Wingwall Inspection, Plans, and Hydraulic Analysis

BACKGROUND

Sharon Mills County Park is located along the River Raisin and features a dam and millrace that were originally constructed in the 1930s to support a small Ford Motor Company manufacturing plant. In 1999, WCPARC purchased the mill building and surrounding land to create a distinctive park. Afterwards, the Parks Commission began restoring the mill building, the hydroelectric generator, and the millrace. The millrace—a narrow channel that carries water—is located on the east side of Sharon Hollow Road, just north of the mill. It draws water from the millpond upstream to supply power to the hydroelectric generator.

The raceway walls are made of concrete and are covered with mortared stone. In 2008, the wingwalls of the log bay, the section that holds water, began to deteriorate, creating a potential safety hazard and threatening the stability of the structure. In 2009, a contractor completed extensive repairs to the wingwalls by replicating the original design. During routine inspections, staff observed that the mortar joints in the stone wingwall have once again begun to deteriorate. This process was accelerated due to erosion. The force of the water dislodged several stones, creating significant gaps behind the wooden stoplogs. As a result, there is concern about whether the stoplogs can still safely and effectively hold the impounded water.

Further, EGLE staff has stated there may be discrepancies between past dam reports which need to be addressed. An updated hydraulic analysis and review of EGLE's data is needed to ensure dam compliance.

DISCUSSION

In May, staff met with engineering consultants from Stantec and representatives from EGLE to discuss repair options and permit requirements for addressing issues with the downstream wingwalls of the log bay. Stantec, a pre-qualified contractor, has licensed dam and hydrologic professionals on staff and has previously completed extensive planning work on the dam and millrace.

It was determined that Stantec would first conduct a condition assessment of the raceway wingwalls to better understand their internal structure and identify any potential deficiencies. The findings from this assessment will guide the team in determining the scope of necessary repairs and provide a preliminary cost estimate for construction. Once the assessment report is complete, Stantec will develop engineering plans for the wingwall repairs, potentially modifying the existing design in a historically-sensitive manner to ensure longevity. It is anticipated construction would occur in the summer 2026.

In addition, Stantec will update the Hydraulic Analysis to evaluate whether any modifications are needed to accommodate a 100-year flood event and to ensure continued compliance with dam safety regulations.

RECOMMENDATION

It is my recommendation that the Commission approve a purchase order with Stantec to do a condition assessment, develop engineering plans for wingwall repairs, and conduct a hydraulic analysis at Sharon Mills County Park in the amount not to exceed \$76,000.00. Based on the anticipated required services, I also recommend authorizing a 10% contingency of \$7,600.00 bringing the total purchase order amount to \$83,600.00.