



NOTICE OF MEETING

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION

Date: December 9, 2025

Time: 1:00 p.m.

Location: Pierce Lake Golf Course Clubhouse, 1175 S. Main St., Chelsea, MI 48118

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Approval of the Minutes

- a. November 12, 2025 Meeting (attached, pp. 1-5/action item)

4. Public Comment

5. Communications, Activities and Recreation Reports

(attached, pp. 6-11 /action item)

6. Finance

- a. Claims Report (attached, p. 12/action item)
- b. Financial Reports (attached, pp. 13-20/action item)

7. Old Business

- a. EWCRC Construction Manager at Risk Contract Award (attached, pp. 21-23/action item)
- b. Other Old Business

8. New Business

- a. Director's Comments & Project Updates (attached, pp. 24-25/action item)
- b. EWCRC Traffic Study Engineering Services (attached, p. 26/action item)
- c. Round 25 NATAC Priorities (attached, p. 27/action item)
- d. 2026 Annual Calendar (attached, p. 28/action item)
- e. 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: November 12, 2025

Time: 2:00 p.m.

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

Members Present

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

Members Absent

Yousef Rabhi and Katie Scott

Staff Present

Meghan Bonfiglio, Director; Greg Hohenberger, Chief Deputy 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; Kira Macyda, Park Planner; Matthew Bertrand, Park Planner; Allison Krueger, Stewardship Planning; Kelsey Dehring, Park Naturalist; Kyle Jasper, Communications Specialist; and Zachary Murray, Parks & Recreation Accountant

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. September 9, 2025 Minutes

The minutes of the September 9, 2025 regular meeting were included with the packet materials.

It was moved by Ms. Bobrin, seconded by Ms. McCollum, to approve the minutes of the September 9, 2025 regular meeting, as attached. All ayes, the motion was approved.

B. October 22, 2025 Special Meeting Minutes

The minutes of the October 22, 2025 special meeting were included with the packet materials.

It was moved by Ms. Driskell, seconded by Ms. McCollum, to approve the minutes of the October 22, 2025 special meeting, as attached. All ayes, the motion was approved.

4. Public Comment

None.

5. Communications, Projects & Activities

Ms. Bonfiglio presented the news items from September and October and the communications included in the November meeting packet.

Ms. McCollum stated that there were some comments passed to her from a few members of the public that expressed concern about the potential lack of a full kitchen in plans for the East Washtenaw Community and Recreation Center and she asked what came out of the conversations at the open houses. Ms. Bonfiglio reported that those concerns have been expressed to the architect for the schematic design.

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

6. Financial Reports – September & October 2025

A. Claims Reports

Mr. Brooks reported on the September 2025 claims which totaled \$717,495.51 and on the October claims which totaled \$331,328.69

It was moved by Ms. Driskell, seconded by Ms. McCollum, to approve the claims for the months of September and October 2025 as submitted. Roll call vote: 8 ayes, 0 nays, 2 absent (Rabhi and Scott); the motion was approved.

B. Financial Reports

Mr. Brooks provided a verbal update which included the 10/31 balance of the special revenue fund, revenue reports and fund balance reports.

It was moved by Mr. Joerg, seconded by Ms. McKinney to receive and file the financial reports for the months of September and October 2025 as submitted. All ayes, the motion was approved.

7. Old Business

A. NAPP – Randall Trust Final Approval

Mr. Bertrand reported that the Phase I, boundary survey, and due diligence have been completed on this property. He added that the price has increased since the sales contract was presented due to a two-acre increase of the property being acquired.

It was moved by Mr. Ezekiel seconded by Mr. Marans, to authorize the conservation easement purchase of the Randall Trust property in the amount of \$445,805.57, contingent upon attorney review of final closing documents and to contribute \$15,000.00 to the stewardship special revenue fund for the future monitoring and enforcement of the conservation easement. Roll call vote: 8 ayes, 0 nays, 2 absent (Rabhi and Scott); the motion was approved.

B. Other Old Business

None.

8. New Business

A. Director's Comments and Project Updates

– Eastern Washtenaw Community Recreation Center

Ms. Bonfiglio provided an update on the Eastern Washtenaw Community and Recreation Center and noted that there has been a public presentation, survey and open house featuring schematic design boards on display. She added that the TAP grant discussed at a prior meeting has also been submitted.

Ms. Bonfiglio reported that Neumann/Smith was selected as the architect of record and that RFP 8852, Construction Manager for the project, has been released, with bids due on 11/13.

Ms. Bouma provided an updated on the West Side Operations facility lease. She stated that some issues were identified that made this site unviable. She added that work will continue on making updates to existing infrastructure until a suitable solution is identified.

It was moved by Mr. Marans, seconded by Mr. Joerg, to receive and file the Commission Report as part of Director's Comments for September and October 2025, as submitted. All ayes, the motion was approved.

B. NAPP – Schwark Partnership

Ms. Krueger stated that this is an additional 80 acres and noted that NATAC is being asked to contribute \$160,229.00. She added that the northern 40 acres does have some farmland on it. Ms. Krueger stated that there are incredibly high-quality mud lake bogs on this land.

It was moved by Ms. Driskell, seconded by Mr. Joerg, to authorize a partnership agreement with Webster Township and contribute \$160,229.00 toward the purchase of a conservation easement and to contribute \$7,500.00 to the stewardship special revenue fund to cover potential future monitoring or enforcement of the conservation easement. Roll call vote: 7 ayes, 0 nays, 3 absent (Bobrin, Rabhi, and Scott); the motion was approved.

C. ALPAC Priorities

Mr. Bertrand presented information on the Nemeth, Seabury, McCalla, Emmett, and Brooks-Miller properties which were direct submissions to the program. He also reported on the Bergman, Wolfgang, Kempf and Booms properties which are under consideration for partnerships.

It was moved by Ms. McCollum, seconded by Ms. McKinney, to adopt the priorities as presented and to direct staff to prepare and submit grant applications for top WCPARC led priority properties. All ayes, the motion was approved.

D. 2025 Connecting Communities Recommendations

Ms. Macyda provided the recommendations for the 2025 grant round of Connecting Communities. She provided a history of funding for the program as well as a summary of projects previously approved that are now underway. She noted that the only applicants were the City of Chelsea, Scio Township, and Superior Township – all for the purpose of planning.

It was moved by Mr. Joerg, seconded by Ms. Driskell, to award grant funding to the City of Chelsea in the amount of \$17,500 for planning; Scio Township in the amount of \$25,000 for planning; Superior Township in the amount of \$24,000 for planning; and WCPARC in the amount of \$400,000 for construction. Roll call vote: 7 ayes, 0 nays, 3 absent (Bobrin, Rabhi, and Scott); the motion was approved.

E. Scholarship Program Proposal

Ms. Bouma stated that historically, we have only offered scholarships for summer day camp programs by request and added that these applications were informal. She noted that she has been working with Park Superintendents to implement a uniform process for all essential programs.

Ms. McKinney stated that we may need to consider whether the requirement of being up to date on property taxes should be removed. Mr. Hohenberger stated that it may work to have a current property tax payment plan in place.

Mr. Marans asked for confirmation that this is a program pilot. Ms. Bonfiglio confirmed that it is and that modifications may be necessary after the first year. Ms. McCollum stated that she would like to see how many are rejected as part of this pilot program. Mr. Ezekiel recommended working with schools that have knowledge of families in need might be helpful.

It was moved by Ms. Driskell, seconded by Mr. Ezekiel, to approve implementation of the departmental scholarship program in the amount of \$10,000.00 in each category of Day Camps, Programming, and Memberships, for a total of \$30,000.00 for the 2026 calendar year. Roll call vote: 7 ayes, 0 nays, 3 absent (Bobrin, Rabhi, and Scott); the motion was approved.

F. Other New Business

None.

9. Commissioners Comments

Mr. Joerg asked about the potential rate increase for MLM is coming up for next year and asked where we stand on fee structure increases at this point. Ms. Bonfiglio stated that she would like to make sure cost allocation is presented as part of recommended fee increases. Mr. Joerg added that he would like to see the model applied prior to any increases.

Ms. McCollum asked if anything is going on from a diversity standpoint. Mr. Hohenberger reported that an individual was brought in to help with the DEI Committee to lay out some initial goals and strategy.

Public Comment

Kathy Wyatt stated that she had some positive feedback related to EWCRC and the presentation and open house conducted by WCPARC. She reported that the community really appreciated that the Director and Deputy Director were present for the entirety of those meetings. She added that it is much appreciated that Parks is moving quickly and efficiently on this project and that consideration of trails are being considered.

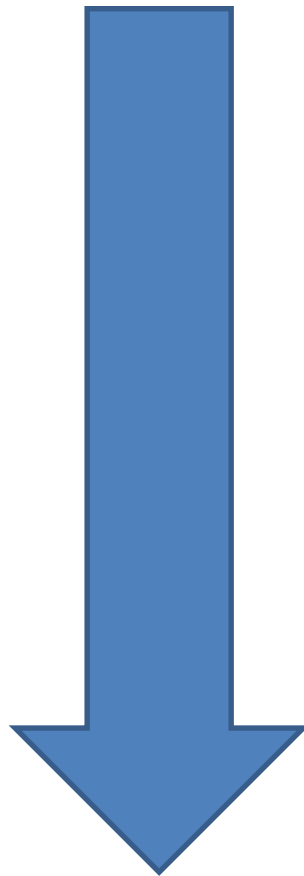
Mr. Ezekiel congratulated Mr. Rabhi on the birth of his child and added that the addition of the Barton Bandemer Tunnel on the B2B Trail is amazing.

10. Adjournment

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

The meeting was adjourned at 4:08 p.m.

Communications, Projects & Activities



MEDIA COVERAGE – November 2025

mLive – ‘It is just a dream.’ New Ann Arbor tunnel path celebrated by hundreds at grand opening, 11/5/2025 - <https://www.mlive.com/news/ann-arbor/2025/11/it-is-just-a-dream-new-ann-arbor-tunnel-path-celebrated-by-hundreds-at-grand-opening.html>

The Michigan Daily - ‘A great and glorious thing’: Ann Arbor gathers to commemorate Barton-Bandemer tunnel grand opening, 11/6/2025 - <https://www.michigandaily.com/news/ann-arbor/a-great-and-glorious-thing-ann-arbor-gathers-to-commemorate-barton-bandemer-tunnel-grand-opening/>

WEMU - Long-awaited tunnel on Border-to-Border Trail opens in Ann Arbor, 11/5/2025 - <https://www.wemu.org/wemu-news/2025-11-05/long-awaited-tunnel-on-border-to-border-trail-opens-in-ann-arbor>

mLive - Widow fulfills husband’s dream of saving farm, forest from future development near Chelsea, 11/10/2025 - <https://www.mlive.com/news/ann-arbor/2025/11/widow-fulfills-husbands-dream-of-saving-farm-forest-from-future-development-near-chelsea.html>

Concentrate - Ypsi and Superior Township recreation center moves forward with architect selection, 11/12/2025 - <https://concentratemedia.com/ypsi-and-superior-township-recreation-center-moves-forward-with-architect-selection/>

mLive – Here’s the story behind the new 10-foot-tall sculpture at Ann Arbor’s Gallup Park, 11/11/2025 - <https://www.mlive.com/news/ann-arbor/2025/11/heres-the-story-behind-the-new-10-foot-tall-sculpture-at-ann-arbors-gallup-park.html>

The Eastern Echo - Washtenaw County hires Southfield architect firm to design new recreation center, 11/17/2025 - <https://www.easternecho.com/article/2025/11/washtenaw-county-hires-southfield-architect-firm-to-design-new-recreation-center>

Concentrate - 3 new public art installations in Ann Arbor and the stories behind them, 11/17/2025 - <https://concentratemedia.com/3-new-public-art-installations-in-ann-arbor-and-the-stories-behind-them/>



Digital Report - November 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

+125

Total Followers

7.76K

Views This Month

57.4K

Views Last
Month
35K

Views YTD
437k

Link Clicks This Month

44

Total

Link Clicks YTD

Up 41% 

Post Highlight

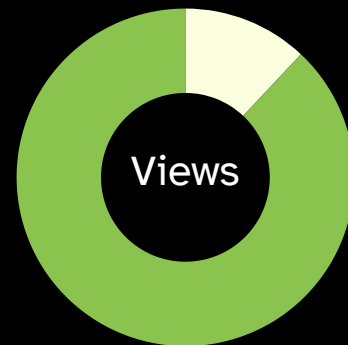
Parker Mill Firelight Pioneer Evening



Post Highlight Views

20.4k

Post Highlight Views



From
Followers

12%

From Non-
followers

88%

Social Media Report

WCPARC INSTAGRAM

WCPARC Followers
Growth

+55

Total Followers

4.2K

Views This Month

14.1K

Views Last
Month

13.1K

Views YTD

88.9K

Content Interactions
This Month

+460

Content Interactions YTD

2.1K

Post Highlight

B2B Tunnel Opening (City of Ann Arbor tag)



Post Highlight Views

4.2K

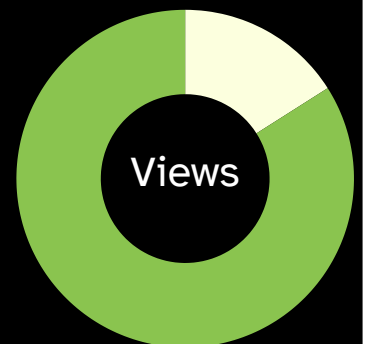
Post Highlight
Views

From
Followers

NA

Non
Followers

NA



E-News

November Newsletter

Open Rate

41%

Open Rate Last Month

39%

Link Click Rate

1.7%

Link Click Rate
Last Month

1.5%

Top Links Clicked

1. MI Folk School
2. Washtenaw.org
3. Class Signup
4. WCPARC News
5. Barton-Bandemer

Website

Most popular pages

Title	URL		Page views % of total	Visits % of total
1	Parks & Recreation Washtenaw County, MI - Official Website		932 23.5%	790 30.5%
2	Parks, Preserves, Trails Washtenaw County, MI - Official Website		320 8.1%	240 9.3%
3	Parks & Facilities Washtenaw County, MI - Official Website		286 7.2%	197 7.6%
4	Part-Time Parks Service Officer Washtenaw County, MI - Official Website		218 5.5%	182 7.0%
5	Border to Border Trail Washtenaw County, MI - Official Website		198 5.0%	186 7.2%

[View more details](#)



Washtenaw County Parks and Recreation Commission

November 2025 - Claims Report

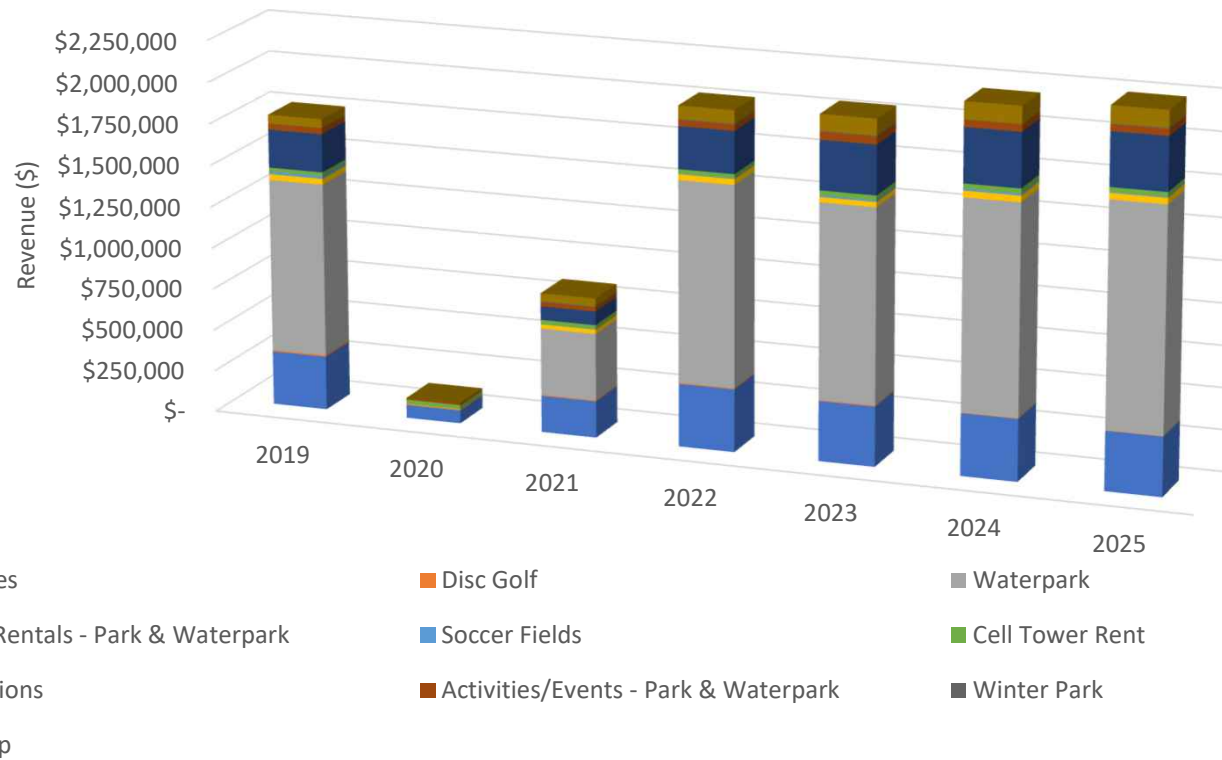
PARK / FACILITY / FUNCTION	UTILITIES	DIRECT PURCHASES	OTHER	TOTAL
Administration	\$ 247.04	\$ 5,654.95	\$ 24,675.36	\$ 30,577.35
Recreation Center	11,380.63	4,279.64	24,952.22	40,612.49
Park Maintenance	869.49	11,822.67	12,391.89	25,084.05
Pierce Lake Golf Course	1,470.99	3,944.17	6,125.82	11,540.98
Independence Lake	1,080.39	3,024.15	6,243.10	10,347.64
Rolling Hills	3,751.15	11,915.25	8,271.38	23,937.78
Parker Mill	836.89	-	33.00	869.89
Sharon Mills	-	-	2,402.77	2,402.77
Staebler Farm	-	1,995.04	10,218.35	12,213.39
Swift Run Dog Park	-	-	-	-
Capital Improvement	-	-	343,640.68	343,640.68
Committed Funding Partnerships	-	-	150,000.00	150,000.00
Commission	-	-	-	-
SUBTOTAL	\$ 19,636.58	\$ 42,635.87	\$ 588,954.57	\$ 651,227.02
 Road Millage Fund	 -	 -	 23,143.45	 23,143.45
SUBTOTAL	\$ -	\$ -	\$ 23,143.45	\$ 23,143.45
 Natural Areas Preservation Program				
Acquisition	\$ -	\$ -	\$ 3,036.00	\$ 3,036.00
Preserve Management	-	2,551.85	32,473.91	\$ 35,025.76
NATAC	-	-	-	\$ -
Acquisition	\$ -	\$ -	\$ 451,928.15	\$ 451,928.15
Annual Monitoring	-	-	-	\$ -
ALPAC	-	-	-	-
SUBTOTAL	\$ -	\$ 2,551.85	\$ 487,438.06	\$ 489,989.91
 TOTAL	\$ 19,636.58	\$ 45,187.72	\$ 1,099,536.08	\$ 1,164,360.38

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

\$ 1,164,360.38

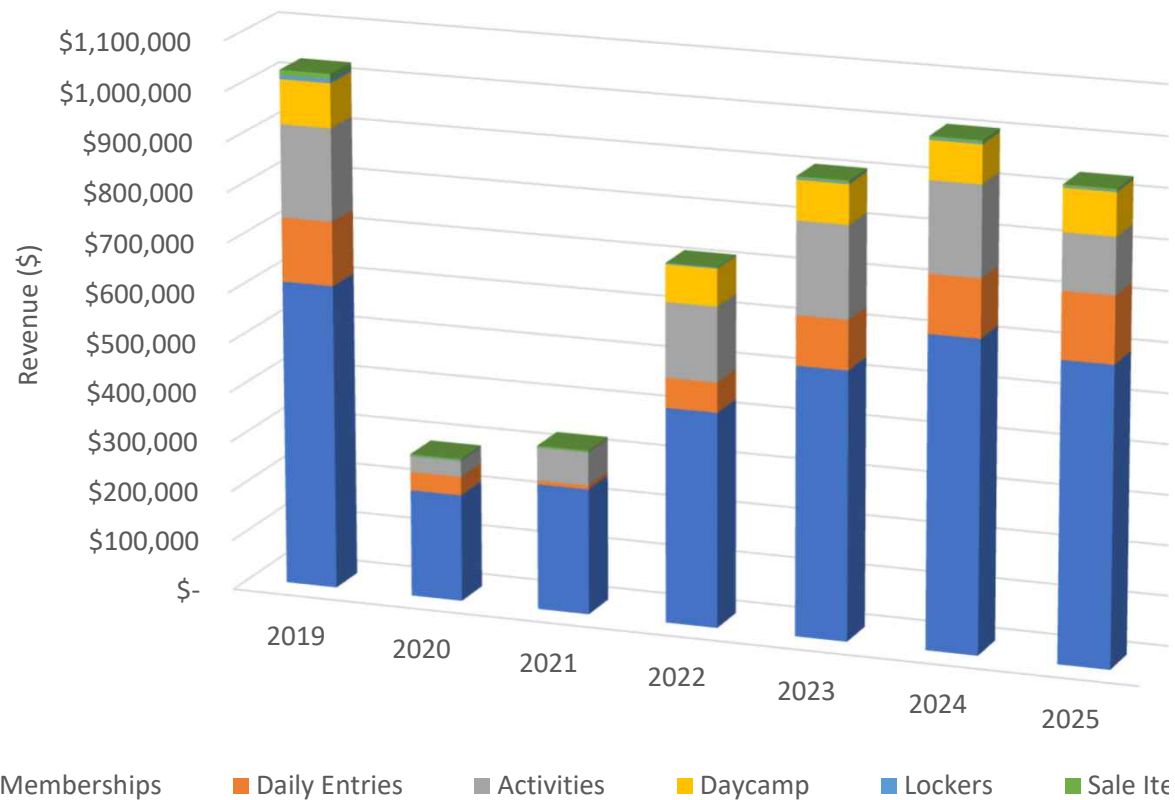
Rolling Hills County Park Revenue Report - November

	2019	2020	2021	2022	2023	2024	2025
Gate Fees	\$ 323,982	\$ 78,158	\$ 220,706	\$ 378,642	\$ 361,111	\$ 374,500	\$ 357,614
Disc Golf	\$ 8,864	\$ 5,664	\$ 5,920	\$ 6,192	\$ 5,682	\$ 3,589	\$ 2,764
Waterpark	\$ 1,039,974	\$ 48	\$ 402,006	\$ 1,209,698	\$ 1,172,325	\$ 1,265,106	\$ 1,346,688
Facility Rentals - Park & Waterpark	\$ 35,408	\$ 1,600	\$ 25,735	\$ 35,104	\$ 30,936	\$ 39,321	\$ 37,836
Soccer Fields	\$ 15,200	\$ 550	\$ 1,500	\$ 3,000	\$ 8,890	\$ 10,800	\$ 4,423
Cell Tower Rent	\$ 24,298	\$ 25,027	\$ 25,778	\$ 26,551	\$ 29,768	\$ 30,736	\$ 29,013
Concessions	\$ 229,584	\$ -	\$ 81,954	\$ 253,314	\$ 296,183	\$ 326,894	\$ 320,502
Activities/Events - Park & Waterpark	\$ 36,243	\$ 10,030	\$ 25,893	\$ 37,002	\$ 47,329	\$ 42,117	\$ 39,764
Winter Park	\$ 1,218	\$ -	\$ 5,088	\$ 5,245	\$ 4,600	\$ 2,180	\$ 5,610
Daycamp	\$ 52,405	\$ -	\$ 47,485	\$ 79,393	\$ 98,497	\$ 105,112	\$ 103,420
Totals:	\$ 1,767,176	\$ 121,077	\$ 842,065	\$ 2,034,141	\$ 2,055,321	\$ 2,200,355	\$ 2,247,633



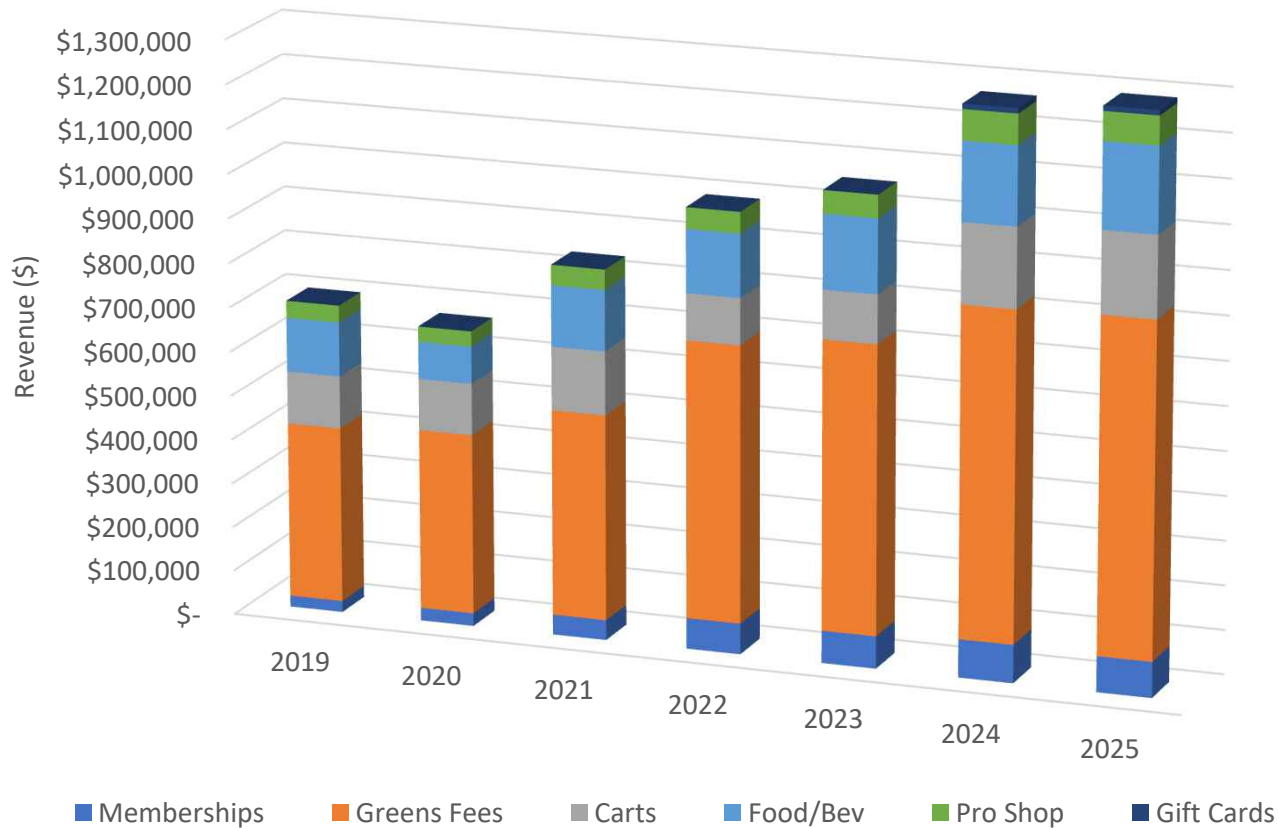
Meri Lou Murray Recreation Center Revenue Report - November

	2019	2020	2021	2022	2023	2024
Memberships	\$ 609,268	\$ 213,536	\$ 251,488	\$ 429,889	\$ 537,953	\$ 624,472
Daily Entries	\$ 128,614	\$ 37,275	\$ 7,888	\$ 59,837	\$ 99,389	\$ 117,355
Activities	\$ 185,508	\$ 30,155	\$ 64,951	\$ 149,671	\$ 184,913	\$ 181,377
Daycamp	\$ 89,077	\$ 630	\$ 360	\$ 74,590	\$ 79,491	\$ 77,461
Rentals	\$ 6,050	\$ 2,554	\$ 2,400	\$ -	\$ -	\$ -
Lockers	\$ 7,717	\$ 2,267	\$ 1,130	\$ 2,288	\$ 2,813	\$ 2,915
Vending	\$ 1,425	\$ 1,208	\$ -	\$ -	\$ -	\$ -
Sale Items	\$ 10,886	\$ 2,682	\$ 3,225	\$ 85	\$ 4,066	\$ 4,458
Totals:	\$ 1,038,545	\$ 290,307	\$ 331,442	\$ 716,360	\$ 908,625	\$ 1,008,038



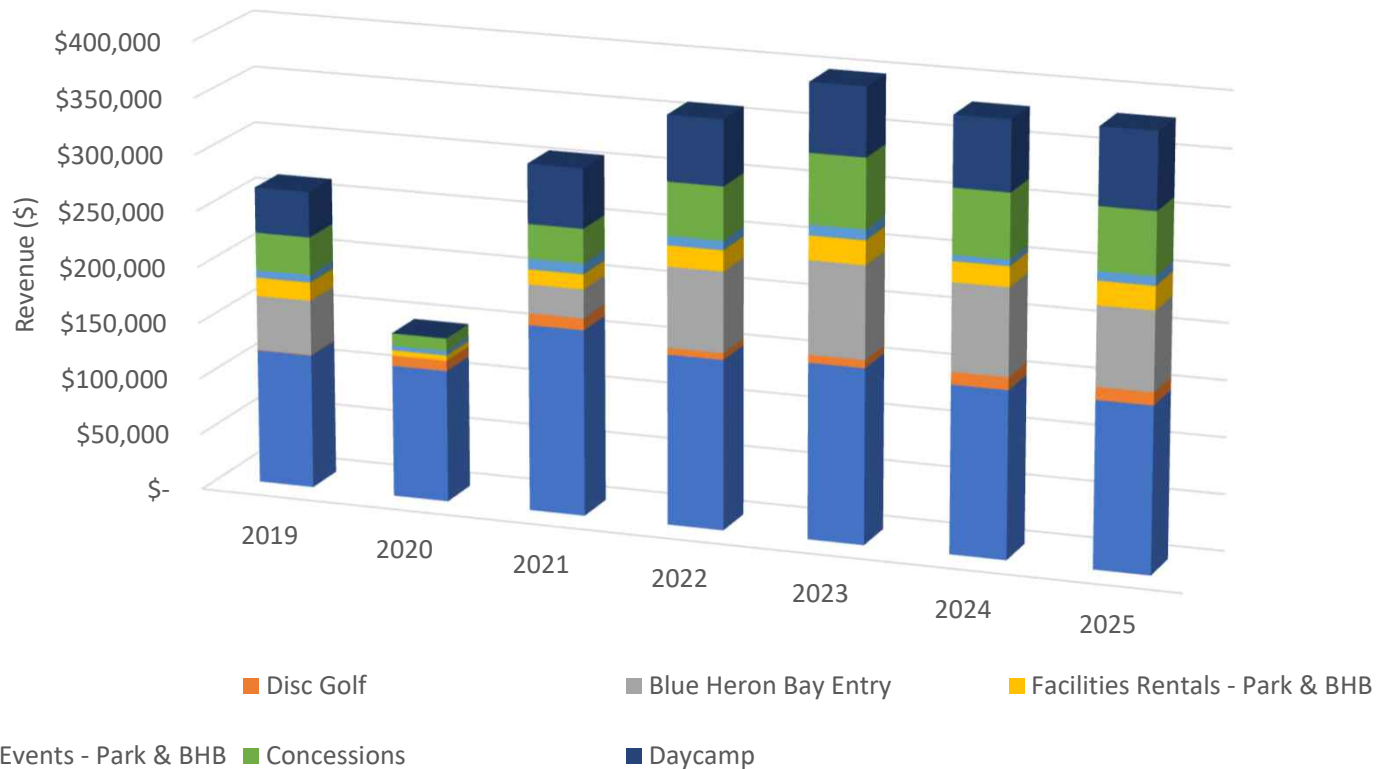
Pierce Lake Golf Course Revenue Report - November

	2019	2020	2021	2022	2023	2024	2025
Memberships	\$ 25,175	\$ 28,883	\$ 45,194	\$ 69,455	\$ 72,908	\$ 86,230	\$ 80,740
Greens Fees	\$ 396,102	\$ 406,163	\$ 464,345	\$ 625,530	\$ 652,901	\$ 744,267	\$ 755,663
Carts	\$ 118,507	\$ 116,564	\$ 143,451	\$ 105,067	\$ 109,991	\$ 180,661	\$ 184,408
Food/Bev	\$ 121,702	\$ 84,020	\$ 137,312	\$ 142,603	\$ 167,115	\$ 177,655	\$ 192,412
Pro Shop	\$ 38,542	\$ 34,288	\$ 45,706	\$ 48,076	\$ 51,939	\$ 68,259	\$ 64,871
Gift Cards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,683	\$ 11,562
Totals:	\$ 700,028	\$ 669,918	\$ 836,008	\$ 990,731	\$ 1,054,854	\$ 1,268,755	\$ 1,289,657



Independence Lake County Park Revenue Report - November

	2019	2020	2021	2022	2023	2024	2025
Gate Fees	\$ 119,120	\$ 117,121	\$ 165,449	\$ 151,135	\$ 155,895	\$ 148,938	\$ 147,859
Disc Golf	\$ 546	\$ 9,230	\$ 10,538	\$ 6,020	\$ 7,212	\$ 11,144	\$ 11,432
Blue Heron Bay Entry	\$ 48,563	\$ -	\$ 25,556	\$ 71,479	\$ 82,464	\$ 77,865	\$ 70,319
Facilities Rentals - Park & BHB	\$ 16,407	\$ 4,830	\$ 13,285	\$ 18,583	\$ 21,450	\$ 18,150	\$ 21,099
Activities/Events - Park & BHB	\$ 6,762	\$ 4,039	\$ 9,412	\$ 8,257	\$ 9,443	\$ 5,463	\$ 8,210
Concessions	\$ 33,469	\$ 11,026	\$ 30,548	\$ 47,244	\$ 61,881	\$ 57,626	\$ 55,399
Boat Rentals	\$ 4,503	\$ -	\$ 5,583	\$ 3,487	\$ 4,117	\$ 4,565	\$ 4,601
Daycamp	\$ 40,217	\$ 150	\$ 52,910	\$ 58,036	\$ 60,906	\$ 62,233	\$ 67,723
Totals:	\$ 269,587	\$ 146,396	\$ 313,281	\$ 364,241	\$ 403,368	\$ 385,984	\$ 386,641



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

Beginning Fund Balance (1/1/25)	14,781,564		83%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)			Variance
Property Tax	10,500,149	10,653,897		101%	153,748
State Grant Funds	-	-			-
Fees & Services	4,388,000	4,800,147		109%	412,147
Interest Earnings	300,000	602,217		201%	302,217
Other Revenue & Reimb.	<u>99,000</u>	<u>94,900</u>		96%	<u>(4,100)</u>
Total Revenue	15,287,149	16,151,162	106%		864,013
Expense (Budget)		Expense (Actual)			Variance
Personnel Services	(8,562,262)	(7,550,170)	88%		1,012,092
Supplies & Other Services	(2,990,100)	(2,744,894)	92%		245,206
Internal Service Charges	(1,055,612)	(901,355)	85%		154,257
Capital					
Land Acquisition	-	-	-		-
CIP/Development	(3,100,000)	(1,292,741)	42%		1,807,259
Contingency	(400,000)	(193,597)	48%		206,403
Machinery & Equipment	<u>(90,000)</u>	<u>(72,579)</u>	81%		<u>17,421</u>
Capital Subtotal	(3,590,000)	(1,558,916)	43%		2,031,084
Transfers Out	(2,038,000)	(138,000)			
Total Expense	<u>(18,235,974)</u>	<u>(12,893,335)</u>	71%		3,442,639
Surplus/(Deficit)	(2,948,825)	3,257,826			
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>18,039,390</u>			

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

Beginning Fund Balance (1/1/25)	10,037,013	83%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	5,563,519	5,665,595	102%	102,076
State Revenue	-	749,751		749,751
Interest Earnings	100,000	443,893	444%	343,893
Other Revenue & Reimb.	<u>5,000</u>	<u>-</u>	0%	<u>(5,000)</u>
Total Revenue	5,668,519	6,859,239	121%	1,190,720
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(674,205)	(643,283)	95%	30,922
Supplies & Other Services	(654,200)	(263,646)	40%	390,554
Internal Service Charges	(37,719)	(19,585)	52%	18,134
Capital				
Land Acquisition	(2,900,000)	(1,089,124)	38%	1,810,876
Land Development	-	-		-
Machinery & Equipment	<u>(20,000)</u>	<u>(3,397)</u>	17%	<u>16,603</u>
Capital Subtotal	(2,920,000)	(1,092,521)	37%	1,827,479
Total Expense	<u>(4,286,124)</u>	<u>(2,019,036)</u>	47%	2,267,088
Surplus/(Deficit)	1,382,395	4,840,203		
Projected Fund Balance (12/31/25)	11,419,408	14,877,216		

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

Beginning Fund Balance (1/1/25)	14,781,564	92%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	10,500,149	10,653,897	101%	153,748
State Grant Funds	-	-		-
Fees & Services	4,388,000	4,861,098	111%	473,098
Interest Earnings	300,000	671,637	224%	371,637
Other Revenue & Reimb.	<u>99,000</u>	<u>123,179</u>	124%	<u>24,179</u>
Total Revenue	15,287,149	16,309,812	107%	1,022,663
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(8,562,262)	(8,163,108)	95%	399,154
Supplies & Other Services	(2,990,100)	(2,964,406)	99%	25,694
Internal Service Charges	(1,055,612)	(992,783)	94%	62,829
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(1,710,722)	55%	1,389,278
Contingency	(400,000)	(208,491)	52%	191,509
Machinery & Equipment	<u>(90,000)</u>	<u>(73,753)</u>	82%	<u>16,247</u>
Capital Subtotal	(3,590,000)	(1,992,965)	56%	1,597,035
Transfers Out	(2,038,000)	(138,000)		
Total Expense	<u>(18,235,974)</u>	<u>(14,251,262)</u>	78%	2,084,712
Surplus/(Deficit)	(2,948,825)	2,058,549		
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>16,840,113</u>		

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

Beginning Fund Balance (1/1/25)	10,037,013	92%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	5,563,519	5,665,595	102%	102,076
State Revenue	-	749,751		749,751
Interest Earnings	100,000	501,280	501%	401,280
Other Revenue & Reimb.	<u>5,000</u>	<u>-</u>	0%	<u>(5,000)</u>
Total Revenue	5,668,519	6,916,626	122%	1,248,107
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(674,205)	(707,327)	105%	(33,122)
Supplies & Other Services	(654,200)	(312,373)	48%	341,827
Internal Service Charges	(37,719)	(22,274)	59%	15,445
Capital				
Land Acquisition	(2,900,000)	(1,535,580)	53%	1,364,420
Land Development	-	-		-
Machinery & Equipment	<u>(20,000)</u>	<u>(3,397)</u>	17%	<u>16,603</u>
Capital Subtotal	(2,920,000)	(1,538,977)	53%	1,381,023
Total Expense	<u>(4,286,124)</u>	<u>(2,580,950)</u>	60%	1,705,174
Surplus/(Deficit)	1,382,395	4,335,675		
Projected Fund Balance (12/31/25)	<u>11,419,408</u>	<u>14,372,688</u>		



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: December 9, 2025

Subject: Eastern Washtenaw Community Recreation Center – Construction Manager at Risk Bid Award Recommendation

BACKGROUND

The Washtenaw County Parks & Recreation Commission (WCPARC) is advancing the development of the Eastern Washtenaw Community Recreation Center (EWCRC), a 62,000 square foot facility designed to serve as a hub for recreation, wellness, and community engagement in eastern Washtenaw County. With current funding secured at approximately \$32 million through a combination of HUD, MEDC, ARPA, CDBG, and local County/WCPARC allocations, the project demands a delivery method that balances fiscal responsibility, innovative design input, and compliance with stringent grant requirements.

To advance from schematics to full construction documents, WCPARC awarded Architecture and Engineering (A/E) services to Neumann/Smith Architecture on October 22, 2025. This team will refine the GRO schematics, providing leadership in design and construction administration on behalf of the County.

Given the project's complexity and the desire to maintain an aggressive timeline that is sensitive to grant funding deadlines, staff pursued the Construction Manager at Risk (CMAR) delivery method as outlined in RFP #8852. Unlike traditional design-bid-build approaches, CMAR allows for early contractor involvement during the pre-construction phase, which provides critical feedback on constructability, value engineering opportunities, as well as progressive cost estimating. This collaborative process will provide a Guaranteed Maximum Price (GMP) at approximately 60% design completion, which will serve as the basis for the construction phase. Key benefits to the CMAR approach include:

- Collaborative team approach with the A/E team and owner.
- Reduced change orders and unforeseen costs through open book pricing.
- Accelerated procurement or site work (e.g. site grading or equipment pre-purchase).
- Budget control, with the CMAR advising on cost implications throughout design.
- Strict adherence to federal and state grant requirements, including HUD Cross-Cutting Federal Requirements, Section 3, and Equal Employment Opportunity (EEO) provisions.

DISCUSSION

On October 19, 2025, the Washtenaw County Purchasing Division issued RFP 8852 to solicit proposals for construction manager at risk for the EWCRC project. Ten firms submitted proposals by the November 13th deadline. Proposals were evaluated based on cost, team qualifications, relevant recreation center and natatorium experience, sustainability approach, and overall work plan.

Bidding of subcontractors adhered to public procurement protocols and the Responsible Contractor Policy. Proposals were evaluated holistically for best value, considering:

- Cost components: Phase 1 pre-construction fees; Phase 2 personnel/construction support; and GMP percentage (overhead/profit markup).
- Team qualifications and key personnel experience.
- Relevant expertise in recreation centers and natatoriums.

- Sustainability and diversity approaches.
- Overall work plan, including schedule, communication, subcontractor selection, and cost-estimating processes.

Firm	Location	Phase 1 Costs (Pre-Construction)	Phase 2 Costs (Personnel & Support)	GMP % (Overhead/Profit)
Braun Construction	Farmington Hills, MI	\$99,292	\$849,407	3.125%
Clark Construction	Lansing, MI	\$52,585	\$955,054	2.250%
Colasanti Construction Services	Macomb Twp., MI	\$20,000	\$955,328	2.000%
Cunningham Limp	Novi, MI	\$32,000	\$644,544	3.200%
DeAngelis Diamond Construction	Novi, MI	\$35,000	\$1,317,053	2.850%
Frank Rewold & Sons	Rochester, MI	\$118,795	\$907,010	1.900%
Granger Construction	Lansing, MI	\$65,975	\$1,080,824	2.250%
McCarthy & Smith, Inc.	Farmington Hills, MI	\$95,000	\$900,000	2.100%
Spence Brothers	Saginaw, MI	\$58,600	\$817,640	2.500%
The Albert M. Higley Co.	Detroit, MI	\$44,500	\$910,550	2.350%

The three highest-scoring firms—Clark Construction, Granger Construction, and Spence Brothers—were invited for in-person interviews on November 25th. Each firm was asked to present detailed overviews of their proposed teams, schedules, communication protocols, subcontractor selection processes, cost-estimating methodologies, and hands-on experience with community centers and natatorium projects. Evaluation team members independently scored each firm and then met to review results and references.

Clark Construction was unanimously selected as the recommended firm by the review team. Clark Construction demonstrated exceptional experience with community-focused and sustainability-driven projects, a strong commitment to diversity, and has direct recent collaboration with our architectural team. Relevant project examples include:

- Greater Midland Community Center (Completed May 2024)
- Pontiac Youth Recreation Center (In Construction)
- Muskegon Community College Health and Wellness Center (Completed October 2018)
- Grand Ledge Public Schools 2019 Bond Program (Completed August 2019)
- Saline Area Schools 2022 Bond Program (In Construction)

Clark Construction also provided an aggressive and achievable schedule that aligns with the County’s goal of beginning construction in summer 2026.

RECOMMENDATION

Based on the rigorous RFP evaluation, including proposal reviews, interviews, scoring, and references, I

recommend that the Washtenaw County Parks & Recreation Commission approve the following award under RFP #8852 to Clark Construction:

1. **Phase 1 – Pre-Construction Services:** An amount not to exceed \$52,585, covering initial collaboration with the A/E team on constructability reviews, value engineering, and preliminary cost estimating to establish the GMP foundation.
2. **Phase 2 – Construction Services:** On a cost-plus-fee basis, including estimated personnel and construction support costs of \$955,054, plus a 2.25% overhead and profit fee applied to the final GMP. The GMP, developed post-60% design and hard-trade bidding, will be presented for Commission approval at a subsequent meeting, ensuring alignment with the project budget and grant timelines.



MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission

FROM: Meghan Bonfiglio, Director

DATE: December 9, 2025

RE: Project and Activities Update – November 2025

Park Facility Events and Projects

Independence Lake

- 13th Annual Great Lakes Disc Golf Collegiate Regionals, featuring twelve universities from Michigan, Ohio, Indiana, and Illinois, were held on November 1 and 2.
- Seven players attended Disc Golf Glow Nights on November 14.
- A new EMD46 surge protector installed at Blue Heron Bay Spray Park to replace the one affected during the June power surge event.
- The Lantern Lit trail on November 14, had 24 registered families and a total of 56 attendees.
- Contractor completed Phase 1 paving of the Independence Woods Loop Trail and paths leading from parking lot to Beach Center.

Meri Lou Murray Recreation Center

- Construction on the Natatorium renovation continues. Project reached a milestone as the space has been enclosed with the completion of the south CMU wall. The new lower roof was installed and mechanical and electrical rough-ins continue to be 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 within budget.
- Five artists were invited to submit proposals for Natatorium artwork, which will be due December 7.
- The inaugural Meri Lou Murray Fall Pickleball Classic tournament on November 23, was a success, meeting the maximum enrollment of 85 participants.

Rolling Hills Park

- The first phase of pavement maintenance operations (crack filling) has been finished. Work will commence again in the spring on seal coating, pavement striping and finishing any other work not completed in the fall.
- The Potawatomi Mountain Biking Association held their 17th Annual Black Friday Ride in November 28. Forty riders turned out in poor conditions to participate in a 15-mile mountain bike, 16-mile gravel, or 29-mile gravel ride.

Staebler Farm Park

- Farmhouse rehabilitation plans have been approved by all applicable permitting agencies. Water filtration design and technical specifications have been finalized and submitted to WCHD for approval prior to submitting to EGLE. 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):
 - Tunnel: The contractor, Davis Construction, has substantially completed the project. A ribbon cutting was held on November 5. Minor items remain, such as final lighting connection (pending inspection), additional plantings in the spring, and punch list.
- Engineering and permitting are in various stages for the following trail segments:
 - Segment DAA4 (Delhi Metropark to Wagner Rd): Amtrak permit review still in process.
 - 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.

Nelson Meade County Farm Park Master Plan

- Staff began developing the park's Site Master Plan report and refining draft recommendations.

Natural Areas Preservation Program (NAPP)

Stewardship

- A prescribed burn was conducted at West Lake Preserve to set back invasive shrubs and expand grasslands. Since managing for grasslands at the preserve, Savannah Sparrows have been observed using the habitat.
- Stewardship work occurred at Leonard, Watkins Lake Preserve, West Lake Preserve, Sharon Mills Park, Ervin-Stucki Preserve, and Park Lyndon.
- Oak Wilt was discovered in 2023-2024 at Park Lyndon and Independence Lake County Park, management efforts have resulted in decreased occurrence of the disease in the landscape.
- Berms were mowed and muskrats removed to maintain the wetlands at Watkins Lake Preserve & Sharon Mills Park.
- A new trail leading to the northern forest is being cut at Trinkle Marsh Preserve.

Programming, Events, and Volunteers

Educational & Interpretive Programming

- November: 246 patrons attend nature programs, which include Life on Earth field trip and a Water Resources Staff Hike at Fox Science Preserve, Fall Firelight Pioneer Festival at Parker Mill Park, archery, and a private tour of Sharon Mill.

Michigan Folk School

- October Classes: 160 students attended 29 classes, which included basketry, blacksmithing, candle making, crochet, fiber, pasties, French cooking, sourdough bread, leather notebooks, and stained glass.

Volunteer Programs

- November: Volunteers logged more than 296 working hours.
- Organized volunteer activities included:
 - Five "Stewardship Workdays" held at County Farm Park
 - Three "Stewardship Workdays" held at Independence Lake Park
 - "Preserve Stewardship Rotation" at Leonard Preserve
 - Autumn Olive Workshop at Fox Science Preserve with the Washtenaw Restoration Ecology Network
- A total of 3,312 volunteer hours have been logged in 2025 to date.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: December 9, 2025

Subject: Eastern Washtenaw Community Recreation Center – Traffic Study Engineering Services Quote Award Recommendation

BACKGROUND

Washtenaw County has acquired a 30-acre site on the border of Ypsilanti Township and Superior Township to construct an approximately 62,000 sq. ft. community recreation center on the southern portion of the site (corner of Clark Road and Dawn Avenue). WCPARC has engaged an architectural and engineering services design team, Neumann/Smith Architecture, to take the current schematic design and refine and develop the construction documents for future construction. This space is designed not only to meet the recreational needs of eastern Washtenaw County, but to serve as a vibrant civic anchor for the entire region.

Washtenaw County has secured approximately \$32 million in funding for the Eastern Washtenaw Community Recreation Center through a combination of sources, including Housing and Urban Development (HUD), the Michigan Economic Development Corporation (MEDC), American Rescue Plan Act (ARPA) funds, Community Development Block Grant (CDBG), as well as Washtenaw County and Washtenaw County Parks and Recreation Commission (WCPARC) allocations.

As part of this Eastern Washtenaw Community Recreation Center site development process and as a requirement of the Washtenaw County Road Commission's (WCRC) driveway permitting process and following a discussion with WCRC and WCPARC staff, we requested a proposal from Hubbell, Roth and Clark, Inc (HRC) to complete a traffic study related to the EWCRC site development project. HRC is one of the prequalified engineering firms on the WCPARC consultant list with extensive traffic engineering experience.

DISCUSSION

Staff have met with both the WCRC and HRC staff to discuss details of the planned traffic study. The HRC traffic study engineer proposal will meet the needs and requirements of the WCRC driveway permit process and will also give WCPARC vital information as we develop the EWCRC site plan on traffic flow patterns, for both vehicles and pedestrian movements. HRC scope of services will include:

- 24-hour turning movement counts for Clark Road, Dawn Ave, Wendell Ave, and Stafford Road
- Crash and signal warrant analyses
- Trip generation estimate & peak hour capacity analyses
- Driveway scenarios for safety of non-motorized users and vehicular traffic operations

RECOMMENDATION

Based on the review of the HRC Traffic Study Engineering proposal, I recommend that the Washtenaw County Parks and Recreation Commission award a contract to Hubbell, Roth and Clark, Inc in the amount not to exceed \$19,000 for Traffic Study Engineering Services related to the Eastern Washtenaw Community Recreation Center.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: December 9, 2025

Subject: Recommendation for Round 25 NATAC Priorities

The Natural Area Technical Advisory Committee (NATAC) evaluated 15 property nominations in the 25th year of Washtenaw County's Natural Areas Preservation Program (NAPP). All nominations were visited by NATAC and all site visits resulted in completed field review worksheets. NATAC then met in November to review field worksheets, prioritization data, and property maps to determine tiered rankings for preservation.

Tier One: Move forward with appraisals or negotiations

Property Name	Acres	Township	Lead Org	Acquisition Type
Ahrens	75	Bridgewater	WCPARC	Fee Simple
Peters	62	Webster	Legacy	Fee Simple
Davenport	80	Scio	Scio Township	Fee Simple
Tolliver	80	Lyndon	WCPARC	Conservation Easement
Keiser	80	Lyndon	WCPARC	Conservation Easement
McCalla*	110	Lima	WCPARC	Conservation Easement
Poe	152	Lima	WCPARC	Conservation Easement
Shayna	51	Sylvan	Legacy	Conservation Easement

**Property also a priority for ALPAC.*

Tier Two: More information is needed before moving forward

Property Name	Acres	Township	Lead Org	Acquisition Type
Stubbs	23	Ypsilanti	WCPARC	Fee Simple
NGA Mobility	76	Scio	Scio Township	Fee Simple
Makielski	90	Pittsfield	To be determined	Fee Simple
Tenbusch	83	Freedom	WCPARC	Conservation Easement
Korte	120	Bridgewater	WCPARC	Conservation Easement

Tier Three: Recommend to not move forward/do not participate in project

Property Name	Acres	Township	Lead Org	Acquisition Type
Way	25	Manchester	WCPARC	Fee Simple
Drepps	54	Northfield	Northfield Township	Conservation Easement

NATAC presents the above recommendation for your consideration. The Committee is available to address any questions you may have concerning the recommendation and members can be available to attend a future Commission meeting.

RECOMMENDATION

Based on NATAC and staff's review of Round 25 nominations, I recommend that the Washtenaw County Parks and Recreation Commission adopt the priorities as noted in memo above.



2026 MEETING CALENDAR

The Washtenaw County Parks and Recreation Commission monthly meetings are held on the second Tuesday of each month, excluding the month of July (no meeting). This notice is posted in compliance with the Open Meetings Act, P.A. 267 of 1976.

DATE	SITE	TIME	LOCATION
January 13, 2026	Parks Administration Office 2230 Platt Road Ann Arbor, MI 48104	2:00pm	Large Conference Room
February 10, 2026	Staebler Farm County Park 7734 Plymouth Rd Superior Township, MI 48105	2:00pm	Michigan Folk School: Blackbird Lodge
March 10, 2026	Independence Lake County Park 3200 Jennings Road Whitmore Lake, MI 48189	2:00pm	Beach Center
April 14, 2026	Parks Administration Office 2230 Platt Road Ann Arbor, MI 48104	2:00pm	Large Conference Room
May 12, 2026	Meri Lou Murray Recreation Center 2960 Washtenaw Avenue Ann Arbor MI 48104	2:00pm	Studio Room
June 9, 2026	Sharon Mills County Park 5701 Sharon Hollow Rd Manchester, MI 48158	2:00pm	Mill Building
August 11, 2026	Parks Administration Office 2230 Platt Road Ann Arbor, MI 48104	2:00pm	Large Conference Room
September 8, 2026	Staebler Farm County Park 7734 Plymouth Rd Superior Township, MI 48105	2:00pm	Michigan Folk School: Blackbird Lodge
October 13, 2026	Rolling Hills County Park 7660 Stony Creek Rd Ypsilanti, MI 48197	2:00pm	Lodge Great Room
November 10, 2026	Parks Administration Office 2230 Platt Road Ann Arbor, MI 48104	2:00pm	Large Conference Room
December 8, 2026	Pierce Lake Golf Course 1175 South Main Street Chelsea, MI 48118	1:00pm	Fredrick L. Barkley Golf Center

The County of Washtenaw will provide reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities upon seven (7) days' notice to the County of Washtenaw.

Individuals with disabilities requiring auxiliary aids or services should contact the County of Washtenaw by writing or calling the following: Washtenaw County Human Resources, 220 N. Main St, P.O. Box 8645, Ann Arbor, Michigan 48107-8645 | (734) 222-6800 | TDD# (734) 994-1733