Parks Administration | 2230 Platt Road | Ann Arbor, Michigan | 48104

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.