



NOTICE OF MEETING

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION

Date: April 14, 2026

Time: 2:00 p.m.

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

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Approval of the Minutes

- a. March 10, 2026 Meeting (attached, pp. 1-4/action item)

4. Public Comment

5. Communications, Activities and Recreation Reports

(attached, pp. 5-15/action item)

6. Consent Agenda

- a. Bulk Carbon Dioxide and Tank Rental Contract Award (attached, p. 16/action item)
- b. Rolling Hills Water Park Kona Ice Vendor Agreement (attached, p. 17/action item)
- c. Rolling Hills Waterslide Refurbishment Contract Award (attached, p. 18/action item)

7. Finance

- a. Claims Report (attached, p. 19/action item)
- b. Financial Reports (attached, pp. 20-26/action item)

8. Old Business

- a. Westside Maintenance Operations Facility Rental (attached, p. 27/action item)
- b. Other Old Business

9. New Business

- a. Director's Comments & Project Updates (attached, pp. 28-30/action item)
- b. TAP Grant Design Proposal (attached, pp. 31-32/action item)
- c. Border to Border Trail Segment CD3 Contract Award (attached, pp. 33-35/action item)
- d. Staebler Farm Northside Restoration Contract Award (attached, pp. 36-37/action item)
- e. Other New Business

10. Commissioners Comments

11. Adjournment

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



MINUTES OF MEETING

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION

Date: March 10, 2026

Time: 2:00 p.m.

Location: Independence Lake County Park, Beach Center, 3200 Jennings Rd., Whitmore Lake, MI 48189

Members Present

Patricia Tupacz Scribner, WCPARC President; Dan Ezekiel, WCPARC Secretary; Gretchen Driskell, Robert Joerg, Robert Marans, JoAnn McCollum, Yousef Rabhi and Katie Scott

Members Absent

Janis Bobrin, WCPARC Vice President and Brenda McKinney

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; Sarah Walls Stewart, MLM Superintendent; Suzanne Kessler, MLM Manager; Peter Sanderson, Project Manager; Julie Sigda, Independence Lake Superintendent; Julie Shoner, Independence Lake Manager; Ashley Wilson, Independence Lake Supervisor; Ann Ziolkowski, Communications Manager; Travis Wilcox; Kyle Jasper, Communications Specialist

1. Call to Order

Ms. Tupacz Scribner called the meeting to order at 2:04 p.m.

2. Pledge of Allegiance

3. Approval of the Minutes

A. February 10, 2026 Regular Meeting

The minutes of the February 10, 2026 regular meeting were included with the packet materials.

It was moved by Mr. Joerg, seconded by Ms. Scott, to approve the minutes of the February 10, 2026 regular meeting, as attached. All ayes, the motion was approved.

4. Public Comment

Jack Holland, 426 East Shore, Whitmore Lake, stated that he is here to convey that there is a problem with an overpopulation of deer. He added that he hopes something can be done by County Parks to eliminate some of the deer. Mr. Holland added that the ticks and droppings cause real ramifications. Mr. Ezekiel noted that it sounded like the comment was in reference to the Whitmore Lake Preserve.

5. Communications, Projects & Activities

Ms. Sigda thanked commissioners for coming out to Independence Lake today and introduced Ms. Shoner and Ms. Wilson. She noted that staff has had a very successful offseason when it comes to events.

Ms. Bonfiglio reported on the communications and the Commission Report provided in the February meeting packet as well as on recent events across the parks system.

Mr. Wilcox provided an update on Oak Wilt withing WCPARC parks and preserves. He noted that it's essential to avoid pruning trees from April through July, and even slightly after that time if possible. Mr. Wilcox pointed out that staff is working on identifying diseased trees and treating them prior to the disease reaching healthy trees.

Mr. Ezekiel asked if the fungus was native to Michigan. Mr. Wilcox reported that it is not completely known and noted that it may be native, but it is possible that it came from Central America. Mr. Marans asked if pruning should be avoided on all species of tree between April – July. Mr. Wilcox stated that pruning should be done during colder dormant times.

It was moved by Mr. Marans, seconded by Ms. McCollum, to receive and file the Communications, Projects & Activities for the months of February 2026, as submitted. All ayes, the motion was approved.

6. Financial Reports – February 2026

A. Claims Reports

Mr. Brooks reported on the February claims which totaled \$745,371.49.

It was moved by Ms. Driskell, seconded by Mr. Rabhi, to approve the claims for the month of February 2026 as submitted. Roll call vote: 8 ayes, 0 nays, 2 absent (Bobrin and McKinney); the motion was approved.

B. Financial Reports

Mr. Brooks pointed out the change in fund balances as part of the financial reports presented in the packet.

It was moved by Mr. Rabhi, seconded by Mr. Ezekiel to receive and file the financial reports for the month of February 2026 as submitted. All ayes, the motion was approved.

7. Old Business

A. Meri Lou Murray Fitness Equipment Bid

Ms. Stewart provided an overview of the RFP process that took place to replace Meri Lou Murray strength equipment and provided an overview of the bids. She noted that the recommended vendor took the time to evaluate space issues, offered a buyback of equipment and provided a bid for upgraded flooring.

Commissioners raised questions on the proposed budget adjustment, specific types of strength equipment being acquired, building flow, the lounge area, the Design 2 Wellness company profile, location of equipment manufacturing, and the potential for adding a giftshop/concessions area in the future.

It was moved by Mr. Joerg seconded by Mr. Ezekiel, to award a contract to Design 2 Wellness in the amount of \$293,767.90, and to amend the budget. Roll call vote: 7 ayes, 0 nays, 3 absent (Bobrin, Driskell, McKinney); the motion was approved.

B. Other Old Business

None.

8. New Business

A. Director's Comments and Project Updates

Ms. Bonfiglio provided an updated on the proposed gravel mine near Watkins Lake State Park & County Preserve. She reported that she had a meeting with Norvell township as well as the company involved and added that she was pleased that the project was pulled back from Watkins Lake and that the Township has stringent requirements regarding the required distance these projects can occur around other property boundaries. She added that the DNR is also collecting feedback on project.

Ms. Bonfiglio noted that Michigan Department of Environment, Great Lakes and Energy (EGLE) provided comments on the water treatment system at Staebler Farm County Park. She added that we want to take the right time to spec the appropriate equipment for the facility.

Ms. Leikam provided an update on the CIP Process and noted that the new system ties into GIS. She reported that we are entering our second phase of the Asset Management Project.

Ms. Bonfiglio provided an update on the Eastern Washtenaw Community and Recreation Center (EWCRC). She noted that \$32M has been secured for the project but that the first design came out to \$55M. Ms. Bonfiglio reported on some proposed items that came up as part of the value engineering process and that the overall cost has been reduced closer to \$46-48M based on these efforts. Discussion took place on building appearance, floorplan, and future potential exterior configurations. Ms. Bonfiglio presented resiliency initiatives associated with the facility.

It was moved by Mr. Rabhi, seconded by Mr. Joerg, to receive and file the Commission Report as part of Director's Comments for February 2026, as submitted. All ayes, the motion was approved.

B. Wetland Mitigation Credits Purchase – Dexter Connection

Mr. Sanderson reported on the project on the west side of Dexter which includes about .15 acres of wetland which will be impacted. The recommendation is to purchase .23 acres from the Krummrey wetland bank, as required by EGLE. Mr. Rabhi noted that it might be worth exploring becoming a wetland mitigation bank. Ms. Leikam stated that we have had a conversation about doing so and the Mr. Sanderson continues to investigate that possibility. Mr. Ezekiel agreed that we should be looking for this opportunity as acquisitions come up.

It was moved by Mr. Rabhi, seconded by Ms. Scott, to authorize the purchase of wetland mitigation credits in the Krummrey Wetland Mitigation Bank in the amount of \$25,300 in accordance with the EGLE permit for the CD3 B2B Trail Project. Roll call vote: 8 ayes, 0 nays, 2 absent (Bobrin and McKinney); the motion was approved.

C. Stantec Contract Modification for B2B Segment DAA6

Mr. Sanderson stated that the preferred alignment of this project segment goes north and would create public and riverside access. He stated that this amendment would allow Stantec to advance to the next stage of the preferred alignment. Discussion took place about the merits of the alternatives and Mr. Sanderson noted that engineering would also be occurring in the future which could cost several hundred thousand dollars.

It was moved by Mr. Ezekiel, seconded by Ms. Scott, to authorize an amendment to Stantec's contract for \$27,952 to advance preliminary engineering work for B2B Trail Segment DAA6: Barton Dam to Maple Road. Roll call vote: 8 ayes, 0 nays, 2 absent (Bobrin and McKinney); the motion was approved.

D. Other New Business

None.

9. Commissioners Comments

Ms. McCollum stated that she wanted to follow up on diversity hiring. Ms. Bonfiglio reported that she has a meeting with Derrick Jackson, County Equity Officer, this week and anticipated having an update on the initiative at the April meeting.

Mr. Ezekiel stated that he wanted to note the passing of Melvin Parsons.

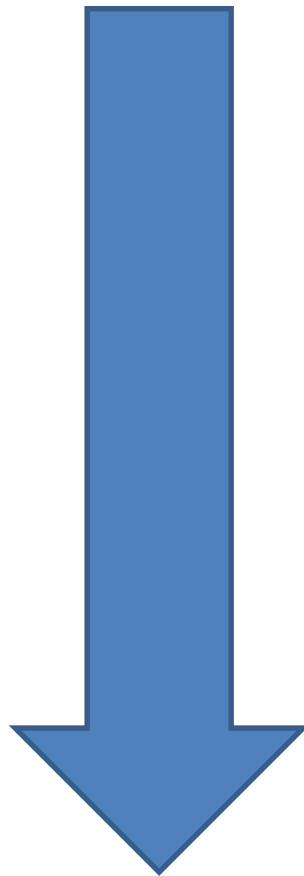
Mr. Joerg stated that he wanted to thank the team for the presentation on the Rec Center today. Mr. Rabhi stated that he agreed with all comments and added that the staff here is wonderful. Ms. Scribner stated that she also wanted to thank the staff for helping through these meetings.

10. Adjournment

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

The meeting was adjourned at 4:38 p.m.

Communications, Projects & Activities



MEDIA COVERAGE – March 2026

Michigan House Republicans – mParks recognizes Rep. Schmaltz for her dedication to parks and recreation, 3/4/2026 - <https://gophouse.org/posts/mparks-recognizes-rep-schmaltz-for-her-dedication-to-parks-and-recreation>

Manchester Mirror - Manchester Township weighs in on Watkins Lake gravel mine situation, 3/16/2026 - <https://themanchestermirror.com/2026/03/16/manchester-township-weighs-in-on-watkins-lake-gravel-mine-situation/>

The Sun Times News - Washtenaw County Parks, Senator Shink Receive Recognition from State Parks Association, 3/20/2026 - <https://thesuntimesnews.com/washtenaw-county-parks-senator-shink-receive-recognition-from-state-parks-association/>

Manchester Mirror - Manchester-area township landowners holding rural land protection event amid growing development pressure, 3/23/2026 - <https://themanchestermirror.com/2026/03/23/manchester-area-township-landowners-holding-rural-land-protection-event-amid-growing-development-pressure/>

Michigan Economic Development Corporation – Relishing the Rinds: Caitlin Burr of C’Mon Betty, 3/24/2026 - <https://www.michiganbusiness.org/voices/caitlin-burr-of-cmon-betty/>

mLive - This segment of the Border to Border Trail will close for repairs, 3/24/2026 - <https://www.mlive.com/news/ann-arbor/2026/03/this-segment-of-the-border-to-border-trail-will-close-for-repairs.html>

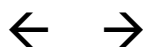
One of the highlights of the summer is **Water Day!** We use hoses, buckets and sponges to play multiple water games. The best game is human dunk tank. No one stays dry, not even the staff!



We partner with other community organizations throughout the summer. This year we had **River Raisin Watershed Council** and the **Saline Area Fire Department** come out to play with the kids.



Outdoor
summer
fun!





Yard
Games
Day
←



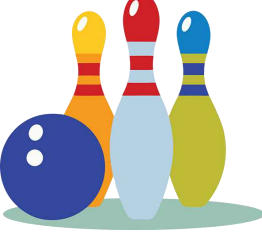
Playground
Palooza
Day
←



Setting up
the Giant
Slingshot
←

↑
End of
Summer
Cookout

Rec on the Go is a **FREE** supervised park playground program. **Register your child at salinemi.gov/parks**

Monday Canterbury Park 219 Willis Rd 9:30-11:30 am	Tuesday Brecon Park 397 Nichols Dr 9:30-11:30 am	Thursday Colony Park 1012 Colony Dr 9:30-11:30 am	Friday Mill Pond Park 565 W. Bennett 9:30-11:30 am
June 16  Parachute Games	17  Wiffleball & Kickball	19  Yard Games	20  Playground Palooza
June 23  Gaga Ball	24  Outdoor Bowling	26  Soccer	27  Water Games
June 30  Capture the Flag	July 1  Basketball	3  Giant Slingshot	4  No Rec on the Go Happy 4th of July!
July 7  Dodgeball	8  9 Square & 4 Square	10  Egg Drop Challenge*#	11  Fire Department

Monday Canterbury Park 219 Willis Rd 9:30-11:30 am	Tuesday Brecon Park 397 Nichols Dr 9:30-11:30 am	Thursday Colony Park 1012 Colony Dr 9:30-11:30 am	Friday Mill Pond Park 565 W. Bennett 9:30-11:30 am
July 14  Quest for Pirate Gold+	15  Un-birthday Party*	17  Ultimate Frisbee	18  Inflatables
July 21  Teamwork Games	22  Extreme Hopscotch*	24  Bottle Rockets *↑	25  Water Games ♠
July 28  Minute to Win It	29  Floor Hockey	31  Summerween 🕸	August 1  Guest: River Raisin ♠
August 4  Nerf Wars^	5  Paper Airplanes	7  Flag Football	8  Cookout*

♠ Water days. Your kids will be soaked! Wear a swim suit and water shoes. Bring a towel. On August 1 we will be in the creek. Kids may get muddy.

Thursday, July 10. All kids should bring a raw egg.

+ Monday, July 14. Drop off and pick up will be at Canterbury park as usual, but we will walk across the street to Wilderness Park for the activity.

↑ Thursday, July 24. All kids should bring an empty water bottle with a flip top.

🕸 Thursday, July 31. Wear your a costume for some spooky summer fun!

^ Monday, August 4. Bring a Nerf blaster if you have one. Make sure it uses regular darts not mega darts or balls. We will have extras if you don't have one.

*Supply donation requests for these activities can be found here:





Digital Report - March 2026

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

+197

Total Followers

8.1K

Views This Month

133.5K

Views Last
Month

37.7K

Views YTD

242K

Link Clicks This Month

546

Total

Link Clicks YTD

588

Post Highlight

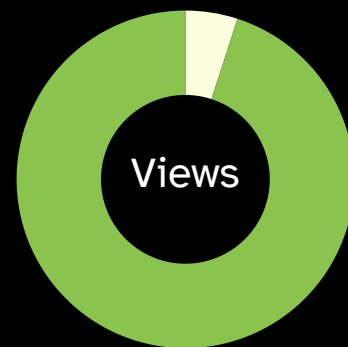
Summer Hiring



Post Highlight Views

74K

Post Highlight Views



From
Followers

5%

From Non-
followers

95%

Views

Social Media Report

WCPARC INSTAGRAM

WCPARC Followers
Growth

+60

Total Followers

4.2K

Views This Month

10.1K

Views Last
Month

4.2K

Views YTD

24.7K

Content Interactions
This Month

+353

Content Interactions YTD

691

Post Highlight

Ice Carving Fest



Post Highlight Views

909

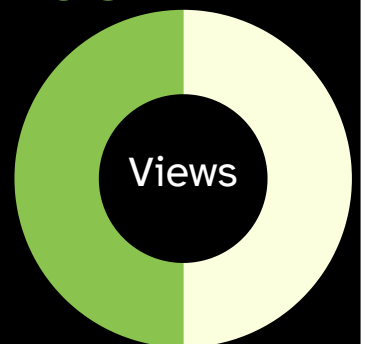
Post Highlight
Views

From
Followers

50

Non
Followers

50



E-News

February Newsletter

Open Rate

40%

Open Rate Last Month

39%

Link Click Rate

2.2%

Link Click Rate
Last Month

1.9%

Top Links Clicked

1. Program Guide
2. Home page
3. MI Folk School
4. Registration
5. Job opportunities

Website

Most popular pages

Title	URL		Page views % of total	Visits % of total
			267 total	133 total
Job & Volunteer Opportunities Washtenaw County, MI - Official Website	https://www.washtenaw.org/660/Job-Volunteer-Opportunities		27 10.1%	19 14.3%
Meri Lou Murray Recreation Center Washtenaw County, MI - Official Website	https://www.washtenaw.org/497/Meri-Lou-Murray-Recreation-Center		26 9.7%	20 15.0%
Independence Lake Park Washtenaw County, MI - Official Website	https://www.washtenaw.org/424/Independence-Lake-Park		12 4.5%	5 3.8%
Parks & Recreation Washtenaw County, MI - Official Website	https://www.washtenaw.org/288/Parks-Recreation		11 4.1%	11 8.3%
Rolling Hills Water Park Washtenaw County, MI - Official Website	https://www.washtenaw.org/638/Rolling-Hills-Water-Park		10 3.7%	10 7.5%



MEMORANDUM

To: Washtenaw County Park and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Contract Award – Bulk Carbon Dioxide and Tank Rental (RFP 8881)

Background

Bulk carbon dioxide (CO₂) is used to regulate pH levels in public swimming pools, ensuring safe water conditions for patrons and proper effectiveness of disinfectants. CO₂ is currently utilized at Rolling Hills Water Park, Meri Lou Murray Recreation Center, and Blue Heron Bay Spray Park

The purchase of bulk CO₂ is an ongoing operational need and has historically been procured through a competitive bidding process. The previous contract has now expired, and per Washtenaw County purchasing policy, a new bid and contract is required.

Discussion

While no single facility independently exceeds the County's \$25,000 annual purchasing threshold, total departmental usage is expected to surpass this amount in the upcoming season. As a result, staff followed County procurement guidelines and issued a formal RFP, rather than an RFQ. In 2025, total CO₂ expenditures were \$24,079.54, however, this amount was lower than typical due to the closure of the MLMRC pool. With all facilities operating in 2026, total costs are anticipated to exceed the \$25,000 threshold.

On February 22, 2026, the Washtenaw County Purchasing Division, on behalf of Washtenaw County Parks and Recreation, issued RFP #8881 and received two bids:

Bidder	Location	Price per pound	Tank Rental	CO2 Monitors	Delivery fee incl. Hazmat
Leonard's Syrup	Detroit, MI	\$0.38	\$67.52	\$101.25	\$35.00
Air Gas	Ann Arbor, MI	\$0.43	\$70.00	\$75.00	\$42.20

Staff have extensive experience working with Leonard's Syrup, a family-owned Michigan business, and have consistently found them to provide reliable service, strong communication, and timely deliveries. Their pricing is also competitive, particularly in the cost per pound of CO₂ and delivery fees.

Recommendation

Based on a combination of pricing, service reliability, and past performance, it is my recommendation that the Washtenaw County Parks and Recreation Commission award the contract for bulk CO₂ supply, as outlined in RFP #8881, to Leonard's Syrup.

**MEMORANDUM**

To: Washtenaw County Parks and Recreation Commission
From: Meghan Bonfiglio, Director
Date: April 14, 2026
Subject: Rolling Hills Water Park Kona Ice Vendor Agreement

BACKGROUND

Rolling Hills Water Park has historically offered cold dessert treats through its concession operations as part of the overall guest experience. The park has also periodically contracted food trucks during special events. For the 2026 season, Kona Ice of Ypsilanti has proposed an expanded agreement to operate on-site daily during the water park season in exchange for a guaranteed fee. This represents a new approach for the department, introducing a consistent, season-long vendor agreement.

DISCUSSION

This partnership would enhance the guest experience by providing an additional, recognizable cold treat option while generating a predictable, guaranteed revenue stream with no additional staffing or operational responsibilities for park staff. Kona Ice will provide all equipment, staffing, and product, and will be responsible for all permits, insurance, and day-to-day operations. Their units are self-contained and meet County health and safety requirements. Kona's unit will operate outside the water park, allowing all park guests access to items. Rolling Hills will continue to offer cold treats at the concession stand, while Kona Ice solely sells shaved ice, which is an item Rolling Hills does not offer.

The proposed agreement includes a \$35,000 guaranteed upfront fee for the 2026 season. For context, total net profit from concession ice cream sales in 2025 was approximately \$22,600, meaning this agreement alone exceeds prior-year cold treat profits while eliminating risks associated with weather, attendance, and inventory. Kona Ice was selected based on prior successful vendor experience, strong local reputation and community presence, and ability to provide a guaranteed revenue model, which is not typical among mobile vendors.

The agreement does not include a non-compete clause, allowing flexibility to continue working with additional food trucks or vendors on a limited or event basis. Staff recognize that additional food trucks may express interest in operating at the park, however, it is not feasible for all vendors to commit to a guaranteed fee or full-season presence. As this represents a new type of vendor arrangement for the park, staff are proposing this as a one-season pilot (2026 only). During the 2026 season, staff will evaluate vendor demand, operational impacts, and revenue performance to help inform any future relationships moving forward.

RECOMMENDATION

It is my recommendation that the Washtenaw County Parks & Recreation Commission approve a one-season agreement with Kona Ice of Ypsilanti for the 2026 season at Rolling Hills Water Park, including a \$35,000 guaranteed upfront fee. This pilot program provides an opportunity to increase revenue, enhance the guest experience, and evaluate a new vendor model for potential future use.

**MEMORANDUM**

To: Washtenaw County Park and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Contract Award - Rolling Hills Waterslide Refurbishment Project (RFP 8880)

BACKGROUND

Rolling Hills Water Park features Slide Mountain, which includes the Body Slide, Tube Slide, and Kiddie Slide. These attractions have been in operation since the park opened in 1991 and were last refurbished in 2014. In addition, the park's Spraygrounds, opened in 2019, are now the most heavily used attraction area and include multiple smaller slides serving patrons of all ages. As high-use aquatic amenities, these slides require periodic restoration to maintain safety, appearance, and functionality.

DISCUSSION

The proposed project includes reapplication of gel coat and exterior painting of the Body, Tube and Kiddie Slides within Slide Mountain, as well as the Kiddie Slide and Spraygrounds slides. This type of restoration is a standard preventative maintenance practice typically required every 10 years to:

- Repair surface wear, fading, and minor structural imperfections
- Maintain safe slide speeds and rider experience
- Extend the useful life of the structures
- Preserve the overall appearance of the water park

This work has not been completed since 2014, placing the slides beyond the recommended maintenance cycle. Completing this project now will help prevent more costly repairs or potential downtime in the future.

On March 22, 2026, the Washtenaw County Purchasing Division, on behalf of Washtenaw County Parks and Recreation, issued RFP #8880 for the slide restoration project. Three bids were received.

Bidder	Location	Price
Amusement Restoration Companies (ARC)	Burnet, TX	\$91,102.00
Slide Guys Restoration	Croswell, MI	\$123,777.16
Safe Slides	Farmington, MO	\$127,584.00

All three firms are qualified, experienced in water park slide restoration, and provide services nationwide with strong references. Amusement Restoration Companies (ARC) submitted the lowest bid. Based on staff review and reference checks, ARC is capable of delivering the same scope and quality of work at a significantly lower cost. Staff anticipate completing this project in fall 2026, after the operating season

RECOMMENDATION

It is my recommendation that the Washtenaw County Parks & Recreation Commission approve awarding the contract for the slide refurbishing project (RFP #8880) to Amusement Restoration Companies in the amount of \$91,102, including a 10% contingency (\$9,110), for a total recommended contract amount of \$100,212.



Washtenaw County Parks and Recreation Commission

March 2026 - Claims Report

PARK / FACILITY / FUNCTION	UTILITIES	DIRECT PURCHASES	OTHER	TOTAL
Administration	\$ 1,301.33	\$ 7,894.19	\$ 40,002.97	\$ 49,198.49
Recreation Center	21,033.77	5,862.91	40,514.90	67,411.58
Park Maintenance	2,000.59	11,915.49	7,501.28	21,417.36
Pierce Lake Golf Course	2,417.99	5,443.66	16,455.45	24,317.10
Independence Lake	3,779.72	2,823.95	7,116.14	13,719.81
Rolling Hills	5,060.46	9,412.57	7,274.38	21,747.41
Parker Mill	25.36	-	330.00	355.36
Sharon Mills	-	-	1,273.52	1,273.52
Staebler Farm	2,492.49	3,215.14	8,867.21	14,574.84
Swift Run Dog Park	-	-	-	-
Capital Improvement	-	-	1,139,621.58	1,139,621.58
Partnerships	-	-	-	-
Commission	-	-	-	-
SUBTOTAL	\$ 38,111.71	\$ 46,567.91	\$ 1,268,957.43	\$ 1,353,637.05
 Road Millage Fund	 -	 -	 25,300.00	 25,300.00
SUBTOTAL	\$ -	\$ -	\$ 25,300.00	\$ 25,300.00
 Natural Areas Preservation Program				
Acquisition	\$ -	\$ -	\$ 6,297.00	\$ 6,297.00
Preserve Management	-	7,025.07	21,722.35	\$ 28,747.42
NATAC	-	-	-	\$ -
Acquisition	\$ -	\$ -	\$ 19,324.75	\$ 19,324.75
Annual Monitoring	-	-	-	\$ -
ALPAC	-	-	-	-
SUBTOTAL	\$ -	\$ 7,025.07	\$ 47,344.10	\$ 54,369.17
 TOTAL	\$ 38,111.71	\$ 53,592.98	\$ 1,341,601.53	\$ 1,433,306.22

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

\$ 1,433,306.22

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
FUND BALANCE STATEMENT - MARCH 31, 2026

#7b

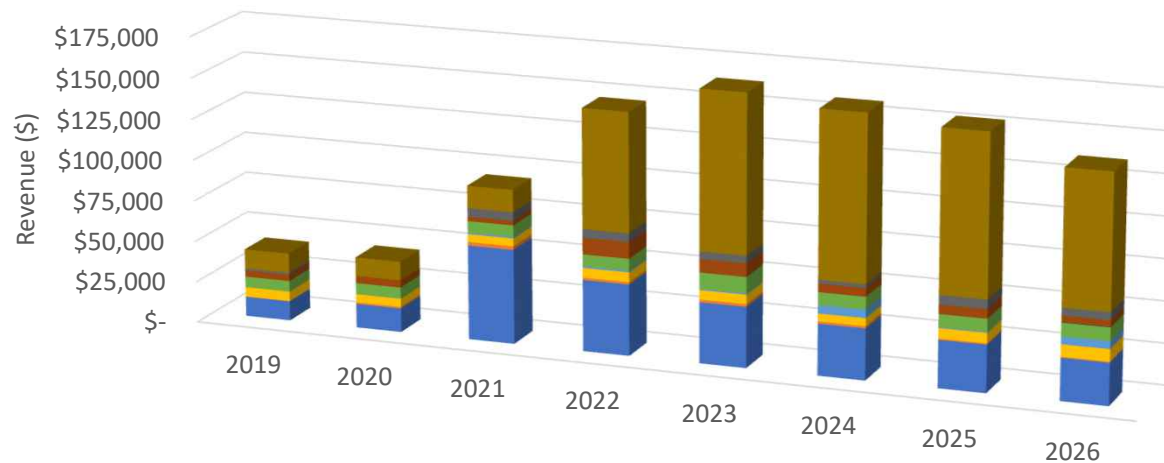
Beginning Fund Balance (1/1/26)	13,167,140 (unaudited)	25%	YTD % Budget	
Revenue (Budget)		Revenue (Actual)		Variance
Property Tax	11,149,049	9,216,913	83%	(1,932,136)
State Grant Funds	-	-		-
Fees & Services	4,546,000	634,617	14%	(3,911,383)
Interest Earnings	300,000	91,661	31%	(208,339)
Other Revenue & Reimb.	<u>30,000</u>	<u>-</u>	0%	<u>(30,000)</u>
Total Revenue	16,025,049	9,943,191	62%	(6,081,858)
Expense (Budget)		Expense (Actual)		Variance
Personnel Services	(8,857,722)	(1,665,605)	19%	7,192,117
Supplies & Other Services	(2,990,100)	(499,191)	17%	2,490,909
Internal Service Charges	(1,165,971)	(293,955)	25%	872,016
Capital				
Land Acquisition	-	-	-	-
CIP/Development	(3,100,000)	(1,448,263)	47%	1,651,737
Contingency	(400,000)	(5,765)	1%	394,235
Machinery & Equipment	<u>(75,000)</u>	<u>(16,366)</u>	22%	<u>58,634</u>
Capital Subtotal	(3,575,000)	(1,470,394)	41%	2,104,606
Transfers Out	(1,600,000)	-		
Total Expense	<u>(18,188,793)</u>	<u>(3,929,144)</u>	22%	12,659,649
Surplus/(Deficit)	(2,163,744)	6,014,047		
Operating Reserve	(11,149,049)	(9,798,849)		
East Washtenaw Comm/Rec Cen	<u>(3,500,000)</u>	<u>-</u>		
	(14,649,049)	(9,798,849)		
Projected Fund Balance (12/31/26)	<u>7,503,396</u>	<u>19,181,187</u>		

WASHTENAW COUNTY PARKS AND RECREATION COMMISSION
NATURAL AREAS PRESERVATION PROGRAM
FUND BALANCE STATEMENT - MARCH 31, 2026

Beginning Fund Balance (1/1/26)	14,474,619	unaudited	25%	YTD % Budget	
Revenue (Budget)					Variance
Property Tax	5,855,798		4,904,197	84%	(951,601)
Federal Revenue	-		-		-
Interest Earnings	100,000		105,827	106%	5,827
Other Revenue & Reimb.	<u>5,000</u>		<u>-</u>	0%	<u>(5,000)</u>
Total Revenue		5,960,798	5,010,024	84%	(950,774)
Expense (Budget)					Variance
Personnel Services	(950,304)		(183,185)	19%	767,119
Supplies & Other Services	(804,200)		(75,471)	9%	728,729
Internal Service Charges	(35,869)		(6,800)	19%	29,069
Capital					
Land Acquisition	(2,900,000)		(231,000)	8%	2,669,000
Land Development	-		-		-
Machinery & Equipment	<u>(30,000)</u>		<u>-</u>	0%	<u>30,000</u>
Capital Subtotal	(2,930,000)		(231,000)	8%	2,699,000
Total Expense		<u>(4,720,373)</u>	<u>(496,456)</u>	11%	4,223,917
Surplus/(Deficit)		1,240,425	4,513,568		
Projected Fund Balance (12/31/26)		<u>15,715,044</u>	<u>18,988,187</u>		

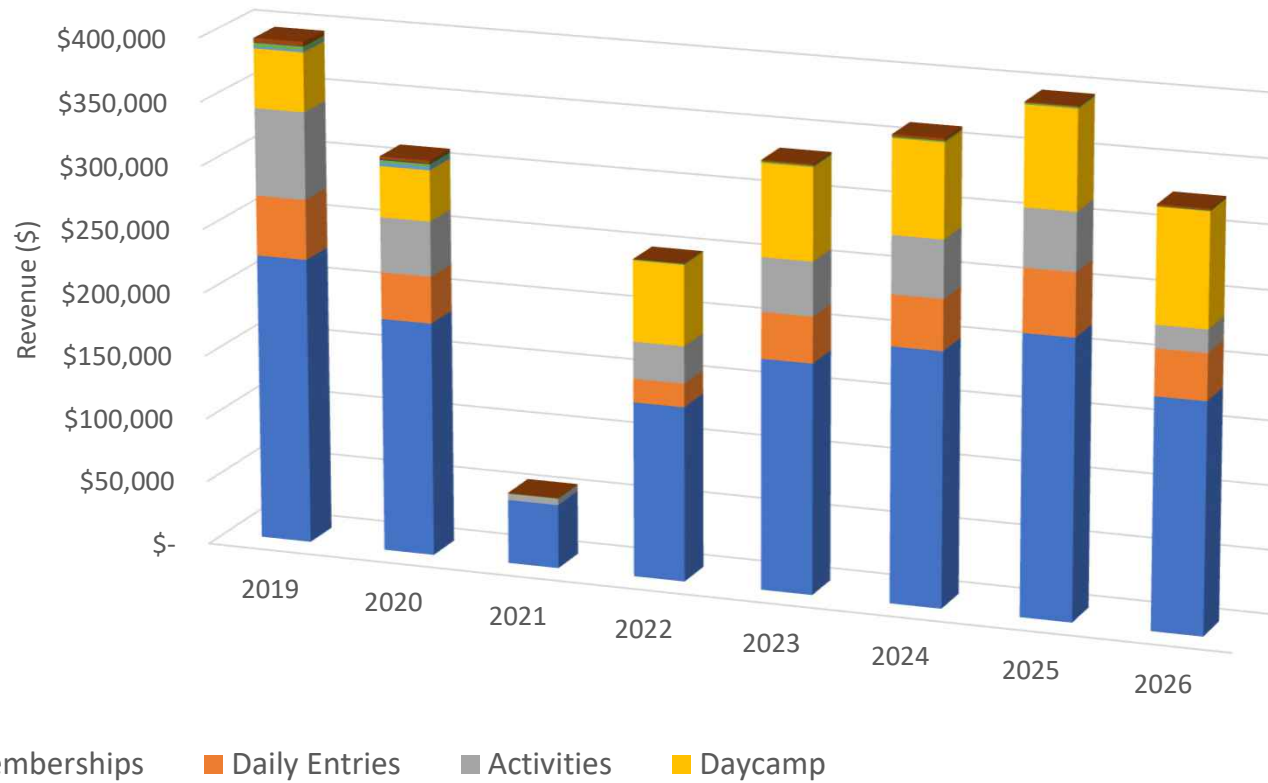
Rolling Hills County Park Revenue Report - March

	2019	2020	2021	2022	2023	2024	2025	2026
Gate Fees	\$ 11,834	\$ 14,538	\$ 57,384	\$ 43,295	\$ 36,932	\$ 31,202	\$ 28,829	\$ 25,586
Disc Golf	\$ 210	\$ 926	\$ 2,196	\$ 1,428	\$ 1,574	\$ 1,341	\$ 840	\$ 604
Waterpark	\$ -	\$ 20	\$ -	\$ -	\$ 44	\$ -	\$ -	\$ 64
Facility Rentals - Park & Waterpark	\$ 5,825	\$ 5,060	\$ 4,775	\$ 5,960	\$ 5,695	\$ 4,805	\$ 6,195	\$ 7,380
Soccer Fields	\$ -	\$ 100	\$ 925	\$ 975	\$ 750	\$ 5,105	\$ 475	\$ 4,610
Cell Tower Rent	\$ 6,580	\$ 6,777	\$ 6,981	\$ 7,190	\$ 9,826	\$ 7,628	\$ 7,857	\$ 8,092
Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 267
Activities/Events - Park & Waterpark	\$ 3,880	\$ 4,453	\$ 2,898	\$ 10,117	\$ 8,128	\$ 5,198	\$ 5,700	\$ 4,020
Winter Park	\$ 1,218	\$ -	\$ 5,088	\$ 5,245	\$ 4,600	\$ 2,180	\$ 5,610	\$ 4,560
Daycamp	\$ 11,859	\$ 11,370	\$ 13,505	\$ 72,573	\$ 96,710	\$ 101,114	\$ 98,270	\$ 81,670
Totals:	\$ 41,406	\$ 43,244	\$ 93,752	\$ 146,782	\$ 164,259	\$ 158,573	\$ 153,776	\$ 136,853



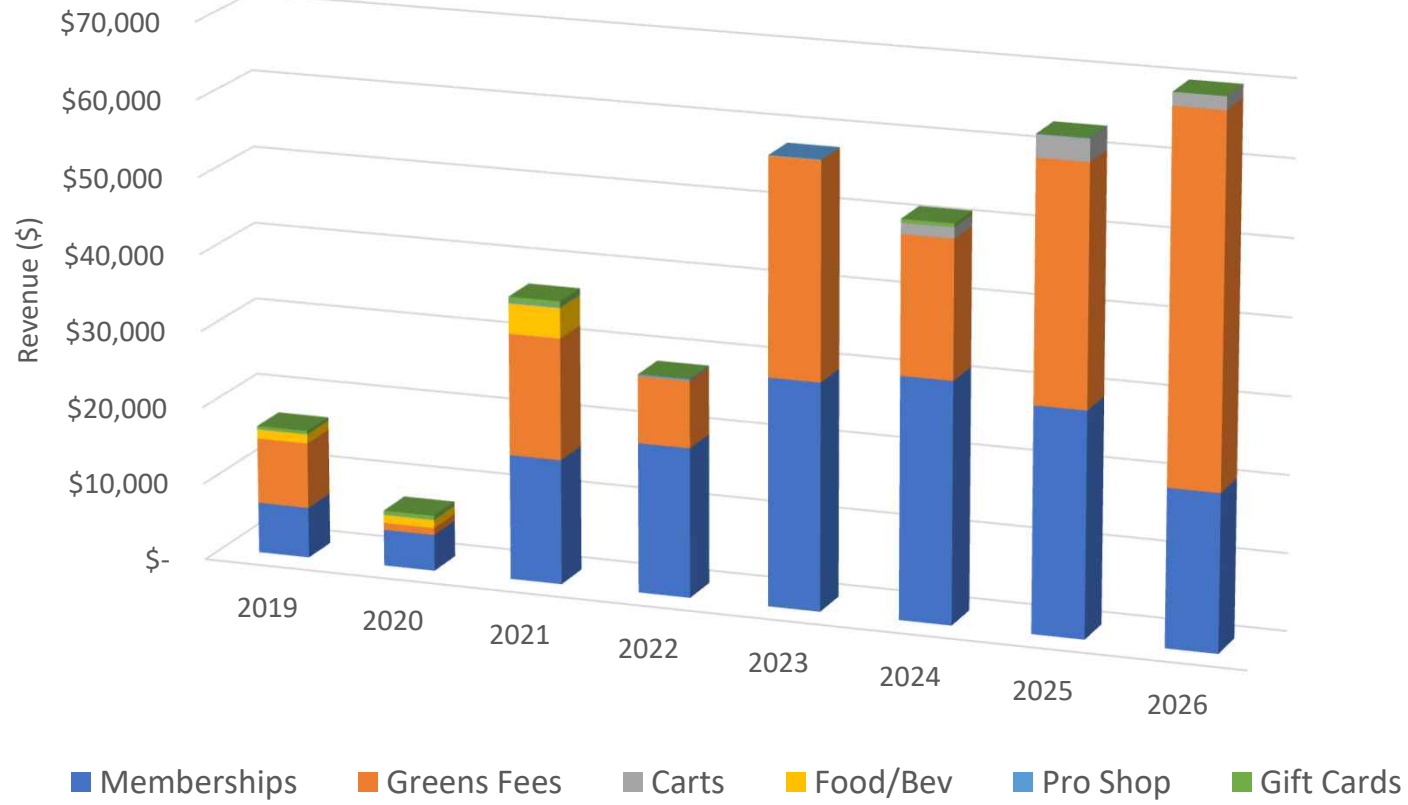
Meri Lou Murray Recreation Center Revenue Report - March

	2019	2020	2021	2022	2023	2024	2025	2026
Memberships	\$ 224,597	\$ 183,561	\$ 50,024	\$ 137,090	\$ 180,767	\$ 199,821	\$ 219,636	\$ 180,823
Daily Entries	\$ 47,264	\$ 36,825	\$ -	\$ 18,454	\$ 36,325	\$ 40,112	\$ 49,899	\$ 36,581
Activities	\$ 68,678	\$ 43,249	\$ 4,838	\$ 29,083	\$ 42,399	\$ 45,492	\$ 45,915	\$ 17,931
Daycamp	\$ 46,783	\$ 40,120	\$ -	\$ 63,220	\$ 72,513	\$ 74,018	\$ 77,783	\$ 89,286
Rentals	\$ 1,621	\$ 2,494	\$ -	\$ -	\$ -	\$ -	\$ -	
Lockers	\$ 2,830	\$ 2,267	\$ 370	\$ 910	\$ 1,083	\$ 1,086	\$ 1,208	\$ 584
Vending	\$ 268	\$ 558	\$ -	\$ -	\$ -	\$ -	\$ -	
Sale Items	\$ 3,429	\$ 2,220	\$ 333	\$ 28	\$ 1,219	\$ 1,896	\$ 962	\$ 1,399
Totals:	\$ 395,471	\$ 311,294	\$ 55,565	\$ 248,784	\$ 334,305	\$ 362,425	\$ 395,403	\$ 326,605



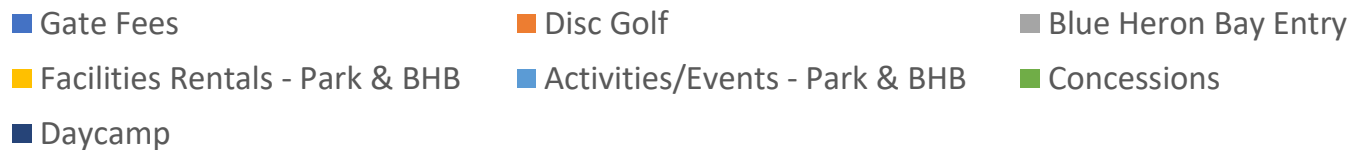
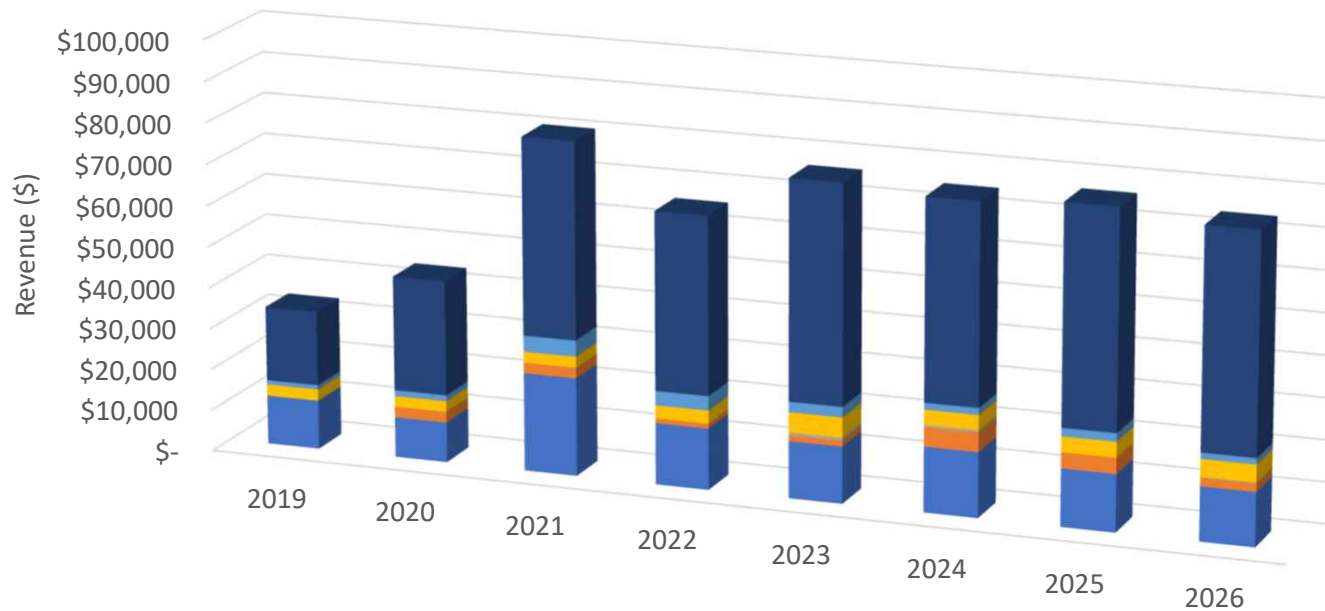
Pierce Lake Golf Course Revenue Report - March

	2019	2020	2021	2022	2023	2024	2025	2026
Memberships	\$ 6,550	\$ 4,700	\$ 16,200	\$ 19,425	\$ 29,525	\$ 31,359	\$ 29,234	\$ 20,450
Greens Fees	\$ 8,498	\$ 909	\$ 15,767	\$ 8,685	\$ 28,229	\$ 17,993	\$ 31,179	\$ 47,820
Carts	\$ -	\$ -	\$ 12	\$ -	\$ -	\$ 1,440	\$ 2,889	\$ 6,298
Food/Bev	\$ 1,207	\$ 1,066	\$ 3,946	\$ 10	\$ 29	\$ -	\$ -	\$ 2
Pro Shop	\$ 15	\$ 52	\$ 178	\$ 218	\$ 66	\$ -	\$ 85	\$ -
Gift Cards	\$ 423	\$ 499	\$ 679	\$ -	\$ (9)	\$ 475	\$ -	\$ 361
Totals:	\$ 16,693	\$ 7,226	\$ 36,782	\$ 28,338	\$ 57,840	\$ 51,267	\$ 63,387	\$ 74,931



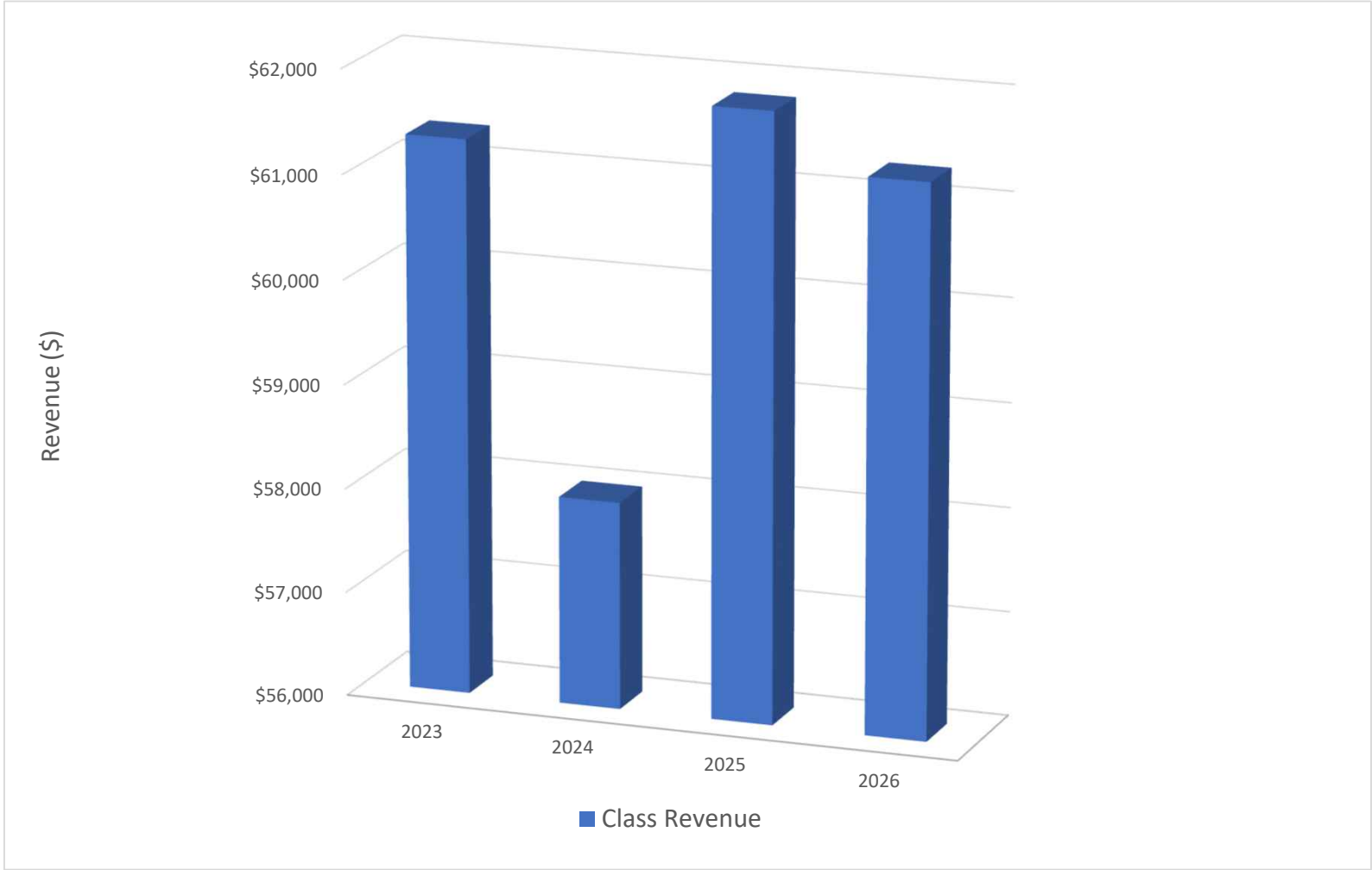
Independence Lake County Park Revenue Report - March

	2019	2020	2021	2022	2023	2024	2025	2026
Gate Fees	\$ 11,827	\$ 9,729	\$ 23,745	\$ 14,828	\$ 13,787	\$ 15,787	\$ 13,928	\$ 13,086
Disc Golf	\$ -	\$ 2,606	\$ 2,562	\$ 1,160	\$ 1,398	\$ 4,650	\$ 3,834	\$ 2,026
Blue Heron Bay Entry	\$ -	\$ -	\$ -	\$ (100)	\$ 700	\$ 560	\$ -	\$ 175
Facilities Rentals - Park & BHB	\$ 2,790	\$ 2,620	\$ 2,680	\$ 3,180	\$ 4,870	\$ 3,650	\$ 3,810	\$ 4,250
Activities/Events - Park & BHB	\$ 1,033	\$ 1,425	\$ 3,895	\$ 3,470	\$ 2,530	\$ 1,620	\$ 2,015	\$ 1,505
Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ -	\$ -
Daycamp	\$ 18,035	\$ 27,760	\$ 47,870	\$ 43,190	\$ 53,263	\$ 48,773	\$ 53,080	\$ 53,150
Totals:	\$ 33,685	\$ 44,140	\$ 80,752	\$ 65,728	\$ 76,548	\$ 75,045	\$ 76,667	\$ 74,192



Staebler Farm Revenue Report - March

	2023	2024	2025	2026
Class Revenue	\$ 61,320	\$ 57,990	\$ 61,825	\$ 61,285





MEMORANDUM

To: Washtenaw County Park and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Westside Maintenance Operations Facility Rental

BACKGROUND

Since 2020, we have temporarily staffed a westside-based maintenance crew out of the Pierce Lake Golf Course maintenance shop, to help alleviate space limitations at the County Farm Park Field Operations Building, improving operational efficiency, and reduced travel time. 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.

In September 2025, the Parks Commission authorized the Parks Director to proceed with lease negotiations for a facility located on Jackson Road. Following that approval, staff conducted a comprehensive site visit with maintenance and stewardship crews to gather operational feedback. Based on that evaluation, it was determined that the facility did not adequately meet key operational needs and would not provide the level of functionality required for success. Staff subsequently resumed the search to identify a facility that more fully aligns with operational requirements.

DISCUSSION

Throughout this process, staff have evaluated potential properties based on several key criteria, including adequate space for vehicle and equipment storage, efficient site circulation and access, and workspace functionality. Input from maintenance and stewardship supervisors has remained central to ensuring any proposed facility meets day-to-day operational demands.

Following additional site visits and evaluation, a new property located at 8600 Jackson Road in Dexter was identified as a very strong candidate. This facility better aligns with the department's operational needs by providing improved yard space, layout, access, parking, and storage, as well as sufficient space to support both maintenance and stewardship functions.

The property includes 5,445 square feet of office space, shop area, and cold storage. Through negotiations with the property owner, staff have secured proposed lease terms of \$54,000 annually (\$4,500/month). The proposed lease terms include a 3-year agreement with an option for (1) additional 3-year term, providing operational stability while maintaining flexibility as the department continues to evaluate long-term solutions such as constructing or purchasing a permanent facility. This recommendation reflects additional due diligence and incorporates direct feedback from staff who will utilize the space daily.

RECOMMENDATION

It is my recommendation that the Washtenaw County Parks and Recreation Commission authorize the Parks Director to proceed with lease negotiations for the property located at 8600 Jackson Road in Dexter, contingent on attorney review of terms.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Project and Activities Update – March 2026

Park Facility Events and Projects

Independence Lake

- A Night Hike was held on March 20, and included a food drive supporting Food Gatherers.
- Seasonal hiring is on track. Staff has been visiting local schools to recruit employees.
- Maintenance staff and Project Managers are working on procuring quotes for the Phase II portion of repaving the asphalt pathways. Work is expected to be completed this year.
- Staff, along with the JFR consultant team, is in the process of finalizing the construction documents, including site plan, for a new maintenance building. Permit approvals are being sought with EGLE and other agencies.

Meri Lou Murray Recreation Center

- Staff have finalized the sites for Eastside Day Camp, with locations at Ypsilanti Community Center and RHIZA Church. Hiring for camp counselors is in progress. Camp registration begins April 15.
- Construction on the Natatorium renovation continues. Tile has been installed within the natatorium, offices, and family changing rooms. Metal ductwork is being installed for the PDU. Saunas have been installed along with most light fixtures. The JFR team, along with staff, are responding to any contractor questions. Project is currently on time and within the approved budgeted amount.
- Staff coordinated with the Ann Arbor Art Center and artist to finalize Natatorium artwork design and implementation process. The artwork is expected to be installed following substantial completion of the Natatorium renovation.

Rolling Hills Park

- Staff is concluding seasonal hiring, with 187 new employees joining this summer.
- The park hosted two disc golf tournaments and Pi Run Epic Race event on 3/14.
- Staff reviewed proposals submitted in response to the slide resurfacing and painting RFP.
- Staff and Project Managers are working to schedule pavement maintenance repairs for this spring. The project is expected to be completed this year.

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 EGLE for review. The RFP is expected to be released for bids once the budget has been approved.
- WCPARC received six bids for northside restoration construction. Project scope includes wetland creation and restoration, shoreline debris removal and stabilization, and a crossing over the breach between Peaceful Pond and Fleming Creek.



Special Initiatives

Border to Border Trail (B2B)

- Segment DAA7 (Barton-Bandemer Tunnel and Trail, in partnership with the City of Ann Arbor):
 - o Tunnel: Additional plantings and punch list items scheduled to occur in April.
 - o The Dexter-Huron Metropark boardwalk redecking project in partnership with HCMA is slated to begin in May. Public access to the trail will be closed for the duration of the project, which is expected to last approximately two months.
- 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.

Nelson Meade County Farm Park Master Plan

- Staff is finalizing Site Master Plan recommendations and will present finding to the Commission in May.

Natural Areas Preservation Program (NAPP)

Stewardship

- NAPP stewardship crew conducted invasive removal in habitats at Baker Woods, Fox Science, and West Lake preserves.
- NAPP stewardship crew conducted fires at Independence Lake County Park and West Lake Preserve. This work follows removal efforts by crew and volunteers in both locations.
- With funding from Michigan Natural Features Inventory through the Great Lakes Restoration Initiative, a prescribed fire was conducted at Park Lyndon across land conserved for Eastern Massasauga Rattlesnake and Mitchell Satyr Butterfly. PlantWise was contracted for the burn and supported by help from the stewardship crew.
- Final reporting for Phragmites control at Independence Lake and Rolling Hills county parks has been submitted to the Great Lakes Commission. Over the past two years, WCPARC has obtained more than \$10,000 in funding through this grant program.
- A kickoff meeting was held for NAPP Preserve Amenity Design Services for Lost Wagon and Saline preserves, and development of boardwalk standards. Surveys of both preserves are nearly complete, and staff is in the process of scheduling site visits with the Consultant to begin the design/engineering phase.

Acquisitions

- Staff submitted a grant application on March 13, to the MDARD Farmland Preservation Fund in the amount of \$366,000 for a conservation easement for the McCalla property in Lima Township, which was previously prioritized by the Parks Commission.

Programming, Events, and Volunteers

Educational & Interpretive Programming

- 280 patrons attend nature programs, including: Turtle Programming at Elderwise Learning; Spring Equinox Birding at Draper-Houston Meadows Preserve; Beaver Restoration Assessment Walk; Friday Night Geology Hike at Fox Science Preserve; and Archery at MLMRC.
- Programming staff are preparing activities and events for the Spring/Summer season.



Michigan Folk School

- 162 students attended 36 classes, which include blacksmithing, food craft, leather bags, umbrella craft, beekeeping, and wood carving.

Volunteer Programs

- Volunteers logged more than 150 working hours. Activities included: four “Stewardship Workday” held at County Farm Park; two “Stewardship Workdays” held at Independence Lake County Park; individual Preserve Community Stewards Volunteer Work; Photo Ambassadors Volunteers, and Seeds to Community Workdays.



MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Eastern Washtenaw Community Recreation Center: TAP Trail Project Design – Ypsilanti -Superior Township Connector Engineering Services Quote Award Recommendation

BACKGROUND

Washtenaw County Parks and Recreation Commission staff are currently working on the facility and site design for future construction of the Eastern Washtenaw Community Recreation Center building. 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.

To ensure safe non-motorized access to the site WCPARC applied for and received a Federal Highway Transportation Alternative Program (TAP) grant award in the amount of \$1.6M for the construction of a non-motorized path that will connect EWCRC to both Superior and Ypsilanti Township neighborhoods and various community parks, along both Clark Road and Dawn Ave. To advance this trail project, it needs to be designed, engineered, and permitted in compliance with the grant requirements.

DISCUSSION

Staff solicited proposals from two qualified consultants under the existing engineering services contract: PEA Group, Inc (PEA) and Hubbell, Roth and Clark, Inc (HRC). The scope of work is to complete the design, engineering, construction drawings, and obtain the necessary approvals for the project including those from MDOT, NEPA, Section 106 historical review (SHPO), and related items. Staff has reviewed both proposals and both presented well-qualified teams and met all requirements for the project. The PEA Group's proposal provided a more competitive price, while still meeting the needs and requirements of MDOT and FHWA. Please note that depending on the results of the various investigations during the design phase, additional funding may be required to complete the project. These prices fall within the expected range for a project of this size and scope.

Proposal Prices:

PEA: \$157,000.00

HRC: \$187,379.50

RECOMMENDATION

Based on the review of the PEA Group design engineering proposal, I recommend that the Washtenaw County Parks and Recreation Commission award a contract to PEA Group, Inc in the amount of \$157,000 for Transportation Alternative Program Non-motorized Trail related to the Eastern Washtenaw Community Recreation Center. Additionally, I recommend authorizing a 10% contingency (\$15,700), bringing the total maximum contract value to \$172,700.



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

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

**MEMORANDUM**

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Construction Contract Award – Border to Border Trail Segment CD3

Background

Segment CD3 of the Border-to-Border (B2B) Trail is located within the City of Dexter and Scio Township. The segment extends from the Miller-Smith Preserve, running parallel to Dexter-Chelsea Road, crossing four private parcels, and culminating at the crossing of Mill Creek within the City of Dexter. The total project length is approximately 0.7 miles. The Mill Creek crossing is the defining feature of the project, which incorporates the restored historic Bell Road Bridge as the centerpiece of a new 364-foot-long, four-span structure (see image).

Discussion

In March, staff solicited construction bids for the project and received five responses. Two boardwalk alternates were included and are recommended for incorporation into the final contract. These include a minor alignment adjustment and the use of Douglas Fir lumber to enhance the durability and lifespan of the boardwalk structures.

	Local Life Landscaping	Michigan Bridge Construction	Miller Bridge Construction	Fonson Company	Z Contractors
Location	Ann Arbor, MI	Charlotte, MI	Portland, MI	Brighton, MI	Shelby Township, MI
Base Bid	\$1,993,139.54	\$2,826,548.36	\$3,398,707.14	\$3,424,514.10	\$3,530,999.13
Alternates	\$290,321.58	\$523,024.49	Incomplete	\$992,660.00	\$1,005,847.51
Total Bid	\$ 2,283,461.10	\$3,349,572.85	N/A	\$4,417,174.10	\$4,536,846.64

Following a thorough review of all submittals, staff recommends awarding the contract to Michigan Bridge Construction (MBC). MBC is recommended based on both qualifications and value. Although the firm is relatively new, its staff brings extensive experience across a broad portfolio of bridge, roadway, and B2B Trail projects, including the recent Barton-Bandemer Tunnel. MBC is MDOT prequalified in more than ten categories, including key project components such as bridge construction, structural steel, concrete, foundations, piling, and earthwork. These prequalifications demonstrate familiarity with MDOT Specifications and Standards for Construction, including requirements for quality assurance and construction methods. Their bid is competitive and can be accommodated with a minor adjustment to the \$3.3 million budget identified in the Capital Improvement Plan (CIP).

Proposed cost sharing for the project is outlined below. These contributions are expected to be authorized by project partners—the City of Dexter and the Huron Waterloo Pathways Initiative (HWPI)—at upcoming meetings and will be formalized through agreements.

City of Dexter	\$200,000.00
HWPI State Funding	\$900,000.00
HWPI Donations*	\$898,786.42
WCPARC	\$1,350,786.42
Total	\$3,349,572.85

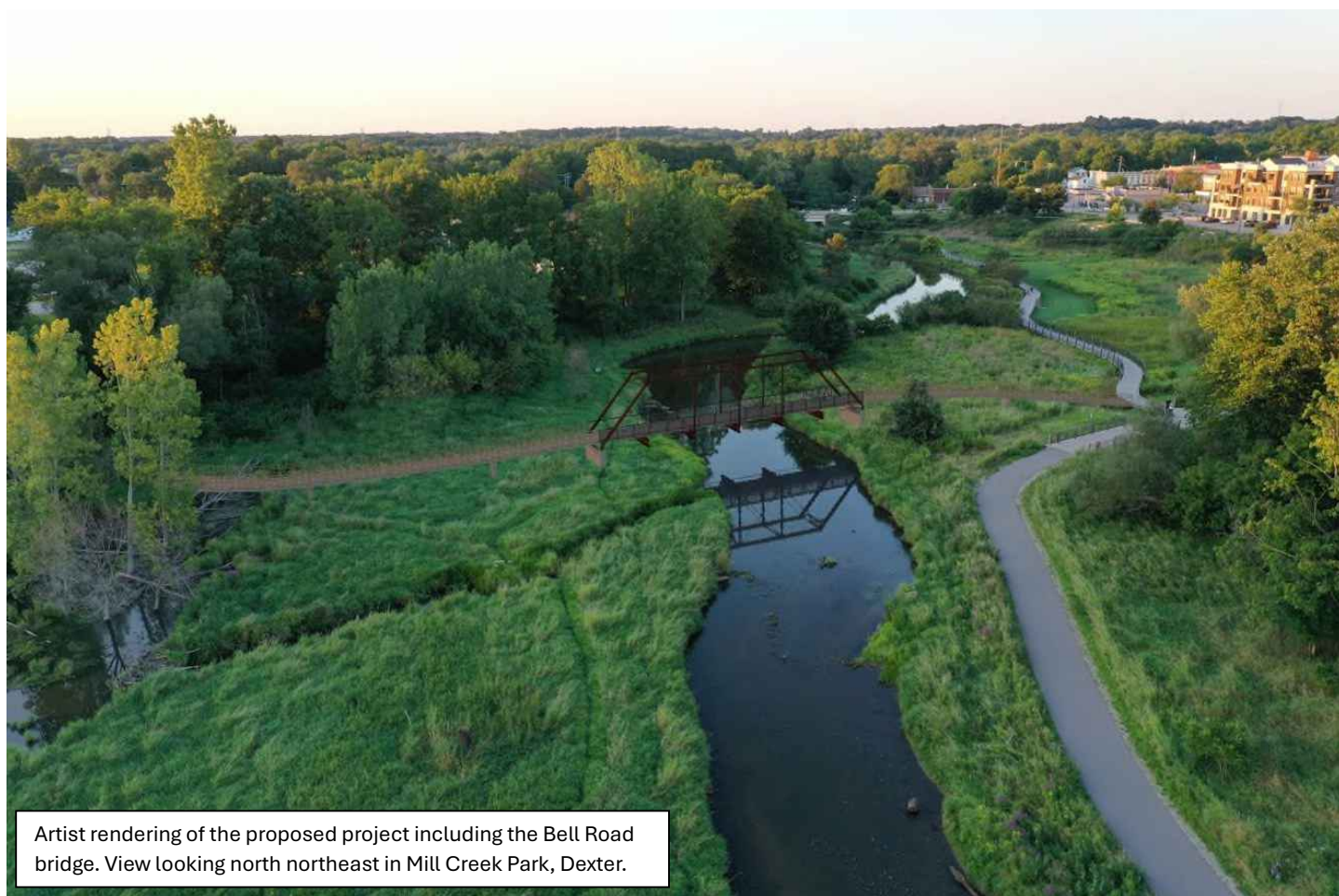
**Note*: HWPI provided approximately \$452,000 in additional funds towards evaluation, engineering, and restoration of the Bell Road Bridge, which helped to control project costs by furnishing the restored bridge to the contractor*

Finally, it is proposed that the Commission assume ownership and maintenance responsibilities upon project completion. This is consistent with existing arrangements for other segments of the Chelsea–Dexter connection and B2B Trail sections within Dexter, including the Hudson Mills and Dexter–Huron Metropark connections. The City of Dexter has indicated its willingness to assist with routine maintenance within city limits.

Recommendation

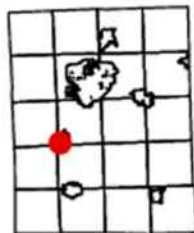
It is recommended that the Washtenaw County Parks and Recreation Commission authorize the award of a construction contract to Michigan Bridge Construction, Inc. in the amount of \$3,349,572.85, plus a 10% contingency of \$334,957.28, for the CD3 B2B Trail Project.

It is further recommended that the Commission authorize execution of the necessary agreements with the City of Dexter and HWPI to formalize cost-sharing and maintenance responsibilities, subject to final review and approval by legal counsel.



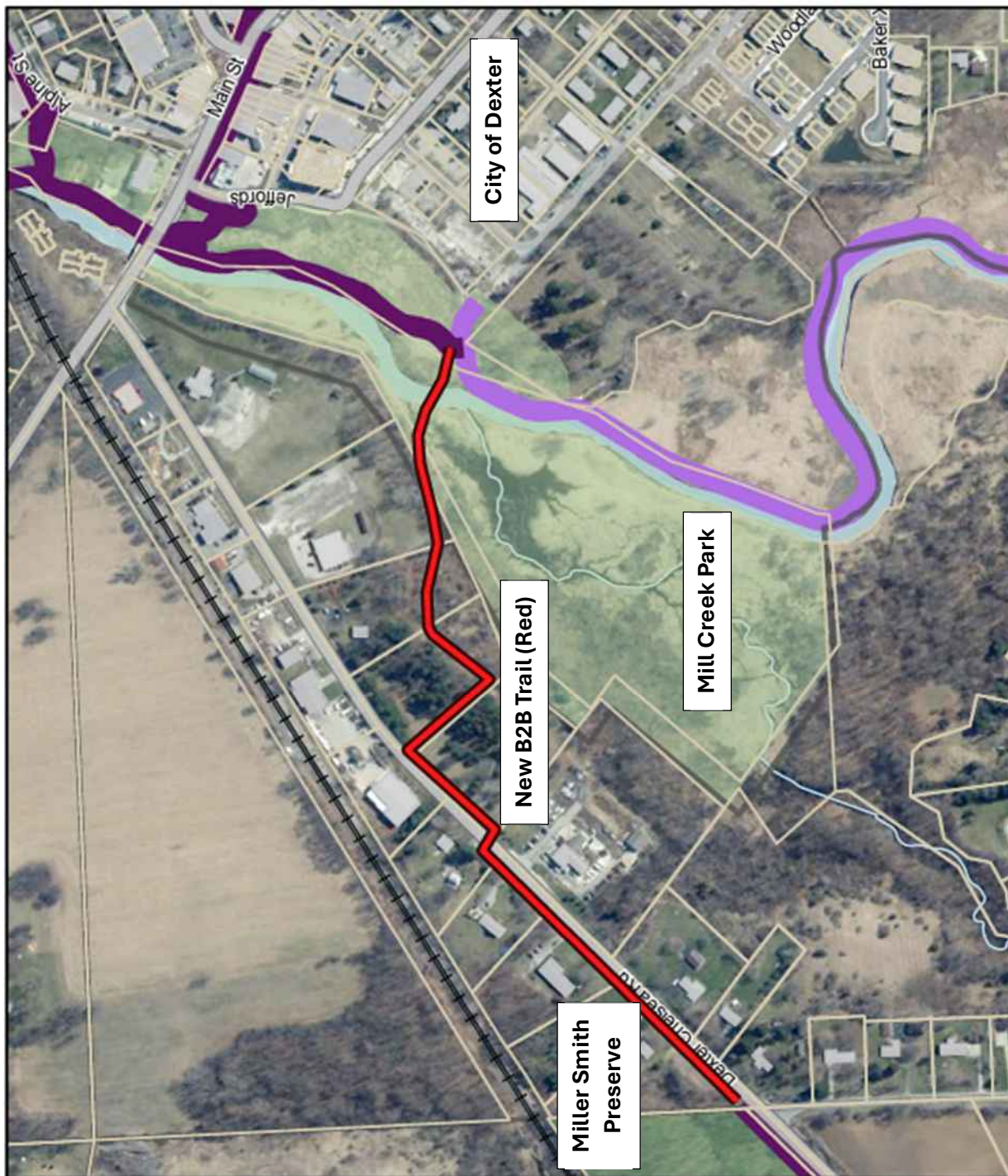
Artist rendering of the proposed project including the Bell Road bridge. View looking north northeast in Mill Creek Park, Dexter.

B2B Segment CD3



- Legend**
- Municipalities
 - Building Footprints
 - Railroad
 - Shared-Use Trails**
 - B2B Trail
 - B2B Trail: Under Construction
 - Other Trails
 - WCPARC Recreation Lands
 - Other Recreation Lands**
 - Farmland or Conservation Easement
 - All Other Recreation Lands
 - Lakes
 - Streams
 - Q2024_boundary

Notes





MEMORANDUM

To: Washtenaw County Parks and Recreation Commission

From: Meghan Bonfiglio, Director

Date: April 14, 2026

Subject: Construction Contract Award – Staebler Northside Restoration (RFP 8872)

BACKGROUND

In 2021, Washtenaw County Parks and Recreation Commission approved the Parks Development Plan for Staebler Farm County Park developed by The Collaborative Inc. With the recent completion of Blackbird Lodge, WCPARC has made significant progress implementing southside plans but much work remains on the northern side of Plymouth Rd. In 2024, Washtenaw County Parks and Recreation Commission received a grant award from Ducks Unlimited (DU) in the amount of \$283,380 through the Wetland Conservation Program funded in part by the American Rescue Plan Act (ARPA) of 2021. This grant funds critical stream and wetland restoration activities specified in the 2021 Staebler Farm County Park Parks Development Plan north of Plymouth Rd. On May 13, 2025, the Commission approved the award of a design contract to Johnson Hill Land Ethics Studio (JHLE) to complete a schematic design for northside recreation amenities and engineering for the DU-funded restoration activities.

DISCUSSION

On March 1st Washtenaw County issued RFP #8872 to solicit proposals from contractors for construction services related to restoration activities designed by JHLE and funded by DU. Six bids were received by the March 20th deadline. Contractors were asked and supplied answers to the 30 responsible contractor questions. The scope of work for this RFP includes:

- Culvert installation along Peaceful Pond berm, plus debris removal (tires, metal stakes)
- Creation of 1.5 acres of wetland plus additional upland restoration
- Streambank stabilization along Fleming Creek

Local Life Landscaping (Ann Arbor, MI)	Catskill Remedial Contracting Services (Brighton, MI)	All Star Power Excavation (Grosse Pointe Woods, MI)	Highland Services (Howell, MI)	Erie Construction (Woodhaven, MI)	Mike Appel Environmental Design (Ann Arbor, MI)
\$118,504.93	\$199,178.99	\$243,119.65	\$322,244.77	\$335,277.00	\$348,319.50

Staff conducted a thorough review of the bid responses to the RFP and based on that information, has selected Local Life Landscaping as having sufficient experience and qualifications, highly competitive pricing, good references, and providing a responsive and complete bid response. Since 2024 Local Life received positives reviews from Pittsfield Township for three significant park development projects (two over \$1 million), including Montibeller Park, Marshview Meadows Park, and most recently Grewal Park at the corner of Waters Rd and Oak Valley Drive. The selected contractor has also committed to meeting strict grant requirements for completion by the September 30, 2026 deadline. Finally, the selected bid came in significantly under the grant budget for construction, which will enable WCPARC to recoup costs related to engineering design and complete additional invasive species control activities.

RECOMMENDATION

Based on staff review and evaluation of the bid and ability to meet the timeline for the Ducks Unlimited grant deliverables, I recommend that Washtenaw County Parks and Recreation Commission award this Contract in the amount of \$118,504.93 to Local Life Landscaping and include an additional 10% (\$11,850) of the Proposal Fee for potential change orders.