NOTICE OF MEETING

Date:   February 12, 2019
Time:     2:00 p.m.
Location:   Parks Administration Building, 2230 Platt Rd., Ann Arbor, MI 48107-8645

AGENDA

1. Call To Order / Pledge of Allegiance

2. Approval of the Minutes – January 8, 2019 Meeting (attached, pp. 1-4 /action item)

3. Public Comment

4. Communications, Projects & Activities (attached, pp. 5-14 /action item)

5. Financial & Recreation Reports – January 2019
   A. Financial Reports (attached, p. 15 /action item)
   B. Recreation Reports (attached, p. 16 /action item)

6. Old Business
   A. Folk School Presentation (presentation at meeting)
   B. Gatehouse Replacement, Rolling Hills & Independence Lake (attached, pp. 17-18 /action item)
   C. Non-Motorized Road Millage Expenditures Presentation (presentation at meeting)
   D. Election of New Officers (action item)
   E. Other Old Business

7. New Business
   A. MLM Rec Center Presentation & Equipment Purchases (attached, pp. 19-20 /action item)
   B. Lazy River RFP Responses and Award (attached, pp. 21-22 /action item)
   C. Set Working Session Meeting – NAPP (action item)
   D. NAPP – Base Lake, Webster Township, 30.5 acres (attached, pp. 23-26 /action item)
   E. NAPP – Lepkowski, Northfield Township, 75 acres (attached, pp. 27-30 /action item)
   F. 2018 Performance Evaluation – WCPARC Director
   G. Other New Business

8. Commissioners / Directors Comments

9. 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

Date: January 8, 2019
Time: 2:00 p.m.
Location: Administration Building, 2230 Platt Road, Ann Arbor, MI 48104

Members Present: Robert Marans, WCPARC President; Patricia Scribner, Vice President; Janice Anschuetz, WCPARC Secretary-Treasurer; Barbara Fuller; and Evan Pratt

Members Absent: Ricky Jefferson, Janis Bobrin, Dan Ezekiel, and Brenda McKinney

Staff Present: Coy Vaughn, Director; Meghan Bonfiglio, Deputy Director; Ginny Trocchio, Superintendent of Park Planning and Natural Areas; Sarah Walls, MLM Rec Center Supervisor; Peter Sanderson, Park Planner; Rosie Pahl Donaldson, Park Planner; Kira Macyda, Park Planner

Others Present: Toni Spears; Alex Gossage, Ann Arbor Center for Independent Living; Lisa Moutinho; Ryan Murray, ETC

1. Call To Order / Pledge of Allegiance

Mr. Marans called the meeting to order at 2:04 PM with the Pledge of Allegiance.

2. Approval of the Minutes

The Minutes of the December 11, 2018 meeting were included with the agenda material.

It was moved by Ms. Anschuetz and seconded by Ms. Fuller to approve the Minutes of the December 11, 2018 meeting with one edit at the bottom of page 4, change the last phrase referring to the NATAC priorities to read: “at which time they will be eligible to re-nominate their property.” Ayes all as amended; the motion was approved.

3. Public Comment

Toni Spears addressed the commission as a supporter of the NAPP program, but raised questions regarding the Fink property acquisition on the agenda for the Commission’s consideration.

4. Communications

Mr. Vaughn provided an overview of communications for the month of December, which included an article on the completion of the B2B segment in Chelsea; a thank you from AAPS for the donation of pass to Rolling Hills to the King elementary PTO. Mr. Vaughn provided a written report and a PowerPoint presentation of the projects and activities update for the month of December 2018.
It was moved by Ms. Anschuetz and seconded by Mr. Pratt to accept and file the Projects and Activities Update for the month of December 2018 as submitted. Ayes all, the motion was approved.

5. Reports – December 2018
   A. Claims Report

Mr. Vaughn presented the claims report for December 2018 which included expenditures for upgrades at Rolling Hills spray ground, and construction of the segment of the B2B in Chelsea.

It was moved by Ms. Fuller and seconded by Ms. Scribner to accept the Claims Report and approve the recreation expenditures for the month of December 2018, totaling $1,479,117.17. Ayes all, the motion was approved.

   B. Recreation Reports

Mr. Vaughn summarized the statistics for the months of December 2018, noting that the Superintendent of the MLM Rec Center will present ideas to increase patrons at an upcoming meeting. The Commissioners asked to have an update on the Road Millage at an upcoming meeting. Mr. Vaughn noted that staff is preparing a presentation to the BOC on the Road Millage and will bring to the Commission prior to the BOC meeting.

It was moved by Ms. Fuller and seconded by Ms. Anschuetz to receive and file the Recreation Reports for December 2018 as presented. Ayes all, the motion was approved.

6. Old Business
   A. ETC Presentation

Ryan Murray of ETC provided a presentation to the commission on the results of the county wide survey. The survey was completed in part of the update to the Washtenaw County Parks and Recreation Master Plan. Mr. Murray presented the overview of findings which included the top priorities form the respondents for recreation facilities as well as programming. The staff will use this data to develop an action plan in the Master Plan.

   B. B2B Tree Contract Award

In order to keep the construction of the B2B along M-52 for segment R2 on schedule, and in order to comply with environmental regulations for the Indiana Bat, Northern Long-eared Bat and Oak Wilt Disease, an RFP was issued for tree clearing along M-52. Six bids were received and the lowest qualified bid received was for $137,710 from Wonsey Tree Service in Alma, MI. Mr. Sanderson asked the commission to approve the contract, with a 10% contingency for a total contract award not to exceed $151,481.

It was moved by Ms. Fuller, seconded by Ms. Anschuetz to award the contract for RFP #7618 to Wonsey Tree Service Inc. in an amount not to exceed $151,481. Ayes all, motion was approved.

   C. B2B Trail Easements, Lyndon Township

Mr. Sanderson outlined the easements that will be needed in order to construct Segment R2, from Green Lake Campground access road to North Territorial Road. The next phase is to execute the necessary easements and maintenance agreements to secure the rights of the Parks Commission and its partners to construct, own, operate, and maintain the trail for public use. The easements will be obtained from HWPI, Lyndon Township, Michigan Department of Natural Resources, and Michigan Department of Transportation. An easement from one private landowner will be required for grading for the construction phase of the trail.
It was moved by Ms. Fuller, seconded by Ms. Anschuetz to authorize staff to execute the necessary easements and associated maintenance agreements for the Border-to-Border Trail Segment R2, contingent upon approval of legal counsel. Ayes all, motion was approved.

D. B2B Project Agreement
Mr. Sanderson provided an overview of the project agreement, similar to previous agreements approved for segments of the B2B. The project agreement is for “Segment D3,” beginning at the intersection of Zeeb Road at Huron River Drive and extends 1.8 miles to Delhi Metropark. The trail segment will utilize funds from a TAP grant (WCRC), Huron Waterloo Pathways Initiative (HWPI), and WCPARC.

It was moved by Ms. Scribner, seconded by Ms. Fuller to authorize staff to enter into an agreement with Washtenaw County Road Commission for the “Border-to-Border Segment D3 Project,” contingent upon acceptance by legal counsel. Ayes all, motion was approved.

E. Other Old Business
None.

7. New Business
A. Nominations of Officers
Commissioners deferring discussion until next meeting.

B. Customer Service Training Program
Sarah Walls, Supervisor at MLM Recreation Center, provided a presentation on customer service training that will be conducted with permanent and seasonal staff prior to the season opening this spring.

C. NAPP – USDA ACEP Grant
Ms. Pahl Donaldson provided an overview of the properties that the Agricultural Land Preservation Advisory Committee is recommending to submit grant applications to USDA for the 2019 round. It is proposed that 4 properties will be submitted – two through partnership grants (RCPP) that have been secured, and two through the typical state round of funding.

It was moved by Ms. Anschuetz and seconded by Mr. Pratt to authorize staff to submit USDA ACEP grant applications for the following properties: Schnearle farm in Sharon Township; Selter farm in Augusta Township; Basset and DeLoof farm in Freedom Township; Base Lake Farm in Webster Township. Ayes all, the motion was approved.

D. NAPP – Fink Sales Contract
Ms. Trocchio provided an overview of the property and proposed acquisition. The property is owned by several siblings; one sibling owns an adjacent parcel of land which access traverses the nominated property. Ms. Trocchio explained that a detailed plan for access for the public to the nature preserve, as well as access for the adjacent property owner will be part of the due diligence process and final approval will be contingent upon this.

It was moved by Ms. Anschuetz and seconded Mr. Pratt to authorize the preparation of a sales contract in the amount of $280,000 for the purchase of the Fink Property in Webster Township, along Mast Road, contingent upon completion of all necessary due diligence investigation, finalizing plan for public access to the nature preserve and agreement with adjacent property owner, as well as, final approval by the Parks and Recreation Commission. Ayes all, motion carried.
E. Other New Business
None.

8. Commissioners / Directors Comments

9. Adjournment

It was moved by Ms. Anschuetz with support from Mr. Pratt to adjourn the meeting at 4:52 p.m. Ayes all, meeting was adjourned.
Communications, Projects & Activities
From: Tim Berla [mailto:t.berla@gmail.com]
Sent: Wednesday, December 19, 2018 5:59 PM
To: Tim Berla <t.berla@gmail.com>
Subject: Holiday PicklesLast Pickles of the Year??

Dear Pickleball Pals,

I have a special treat for you: Tom has written a profile that I'll share with you.

===============================================================================

Superintendent Diane Carr

The Meri Lou Murray Recreation Center (MLM) is the only facility of its kind that is run by the county, and currently has approximately 4000 members. It is now in the very capable hands of its new Superintendent, Diane Carr. Diane arrived here last April after 21 years at the Ann Arbor YMCA. Her last position there was Vice-President, and her work focused primarily on the prevention and management of chronic disease.

How, you may wonder, does preventing such illnesses as high blood pressure and diabetes come under the jurisdiction of a recreational facility? Diane explains that the ultimate goal of being active and physically fit is good health, and that a recreation center can and should be so much more than a place to exercise. She believes recreation centers should stress prevention of illness. Diane has plans now to start a blood pressure program here at MLM. She also thinks that while MLM is doing a pretty good job
with the older population there is a need to develop programs that will serve more families and youth. But, she also talks about how gratifying it is to see older people coming in, and notes that several members are over 100 years of age. Diane emphasizes that while there are many factors affecting longevity, a life time of being active is one of the most important ones. She’d like to get more people involved in active sports and exercise at young ages. The swim program is already being revamped to get more kids involved.

Among other goals on Diane’s agenda are the upgrading of equipment. Many of the exercise machines need repair, but it’s difficult to find parts. This means more reliance on our maintenance department which she says does an outstanding job keeping things running. Recently new badminton racquets have been purchased as well as more basketballs, and modified hoops to accommodate youth basketball are on the list of priorities. Diane also points out that we are blessed with a generous community and she notes that donations have been given for cancer survivor and kids programs, among many others. She says MLM also needs an “assisted locker room” or “universal locker room” to accommodate those who need assistance. Currently there is one such locker room but it’s on the main floor and is not conveniently accessible for people using the pool or the gym.

Diane Carr was born and raised in Indianapolis. She is one of seven children and says “I’m the only one who left home. All the others are still in and around Indianapolis.” She got her undergraduate and Master’s degrees at Ball State University in Muncie, Indiana. Her undergrad major was history with a minor in psychology. Her MA is in Clinical Psychology. She has also completed a Foundations in Public Health program at the University of Michigan. She met her husband while working at Bowling Green State University shortly after completing her MA. There she worked in the Housing Department and in community service. Both Diane and her husband continued their careers in Lubbock, Texas where Diane began working with stroke victims in a neuropsychology clinic while her husband completed his Ph.D. They have now lived in Ann Arbor for the past couple of decades. Diane’s husband is a professor at the University of Michigan’s Ross School of Business. They enjoy travel and recently visited London, Paris, Copenhagen, Stockholm, and Madrid. The couple have a 19 year old daughter who is a sophomore at U. of M.

Diane describes her passions as running, reading, and community service. In addition to coaching marathon runners, she has run 15 marathons herself. When I said I’m impressed by anyone who can run 26 miles, she quickly said, “that’s 26. POINT 2 MILES - and the POINT 2 can be the hardest part of it.” Point well-taken. Currently she is reading mostly non-fiction, but also enjoys fiction and reading about current politics. How does she tell the difference? Shut up, Tom. Science fiction is also one of her favorite genres. She says of her work with stroke victims and with people who have catastrophic illnesses “I kept thinking about how so many of those things might have been avoided if the life style had been different.” Hence, her focus on prevention. She says that although the incidence of high blood pressure is greater as we age, there are young people who may have high blood pressure and not even know it. She says the American Heart Association has reported that the simple act of measuring one’s blood pressure can, and often does, lower it. Diane believes that MLM, being a government entity, has a responsibility to work with community health, and that is a major part of her mission here.

Diane has played some squash and tennis, so her first venture onto the pickle ball court found her
hitting the ball without a problem. But, she says “I kept stepping over the kitchen line,” adding that “knowing where to be on the court was the thing to learn.” She’s enthused about the game and agrees that the exercise and the social aspect of it are what make it so popular. She says she’s “dedicated to learning the rules,” and hopes to have a chance to play some more pickle ball.

Diane thinks basketball probably involves the most people at MLM, with swimming, and pickle ball a close second and third. Her guess is that the average age of an MLM member is about 60 and she would like to see that average come down by drawing in more young people. She says just 12% the county population is over 65, but the over 60 membership at MLM is considerably greater than 12%.

When I asked Diane about expansion of parking she said “it is still on our capital improvement plan,” and explained that when the building first opened in 1991 it was built with the idea of future expansion of the entire facility.

When I raised the question of building security Diane said that in a facility like MLM, plans have to be in place for “how to handle an active shooter.” She said her front desk staff people are trained to be observant, and that we have only one entrance. All other doors are locked to prevent anyone trying to enter from outside. MLM employees number about 70. The personal trainers are not employees, but are private contractors. Diane also noted that there is medical equipment in the building including a defibrillator and that staff are trained to use it.

As the superintendent of MLM, Diane’s supervisor is the Director of Washtenaw County Parks and Recreation, Coy Vaughn. She had developed the start of a good working relationship with him during her years at the Y, and says he is very supportive.

Diane has enjoyed every type of work she has done over the years, but feels that now she is in the “right place” - the one that matches her interests with her educational preparation. She talks about her new job and her work here at MLM with enthusiasm. She says, “If you can work in a field where you look forward to coming to work every day” you’re in the right place.

So, it seems that with Diane Carr in charge, MLM is, indeed, in good hands!

The writer is also a pickle ball player, sometimes known as Tom Burroughs, who also often steps on the kitchen line, and frequently gets away with it.
Embrace the cold at fourth annual Ice Carving Festival

Updated Jan 25;
Posted Jan 26

An upside down bird was the winner of the 2017 ice carving competition. This year's competition takes place from noon to 4 p.m. on Saturday, Feb. 9. (MLive File Photo)

By Alexis Stark | astark@mlive.com

ANN ARBOR, MI -- Chainsaws and ice will fill the air during Ann Arbor's fourth-annual Ice Carving Festival.

This year's event is from noon to 4 p.m. on Saturday, Feb. 9, at County Farm Park, 2230 Platt Road. It is free and open to the public.

Part of the Washtenaw County Parks and Recreation Commission's 2019 Winter Fun Fest, the event showcases the abilities of college-level ice carving teams from across southeast Michigan. Spectators can enjoy refreshments and winter-themed activities while watching the teams compete.

Some teams will heat up the competition by using techniques involving flamethrowers and chainsaws.

Check out last year's sculptures, featuring the University of Michigan Ice Carving team.
2018 Family Favorite Winner

Rolling Hills Water Park

Waterpark
January 15, 2019

Washtenaw County Parks and Recreation
Robert Tetens
PO Box 8645
Ann Arbor MI 48107

Dear Robert,

On behalf of St. Joseph Parish, we would like to thank you for your support of our 13th annual Silent Auction, Starry Starry Night, held on November 10, 2018. The Auction was a great success and we raised more than $20,500 to continue the good works of St. Joseph Parish in the local community.

Your donation of a

**Pierce Lake Golf Foursome with towel, tees, balls and hat, valued at $250**

was greatly appreciated and contributed to the success of the evening.

Each donor received recognition by having the item and donor’s name or organization acknowledged in our auction program. In addition, donors were acknowledged and thanked in our parish publications. Auction attendees were encouraged to support our business community donors.

Thank you again for your contribution to our fundraising effort. We recognize and appreciate your support of St. Joseph Parish.

This letter serves as a receipt for income tax purposes. Our TIN is 38-6006541.

Sincerely,

Fr. Brendan J. Walsh
Pastor

[Handwritten signatures]

Marinell High
Co-Chair

Liz Neil
Co-Chair

11
MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy P. Vaughn, Director
DATE: February 12, 2019
RE: Project and Activities Update – January 2019

A. Park Facility Events and Projects

Independence Lake
- Wilderness First Aid classes were held January 19 and 20, in cooperation with REI. Participants learned how to do first aid in the wilderness with minimal first aid items and using the land to assist as a first aid tool. A total of 20 people participated.
- REI led a snowshoe clinic on January 26, which included instruction and a walk in the park. A total of 16 people participated.
- Maintenance and NAPP crews continued to remove invasive plants species.
- Maintenance crew performed repairs and reconditioned facility equipment in preparation for summer use.

Meri Lou Murray Recreation Center
- Staff has been busy preparing for the Ice Carving Festival to be held February 9, at County Farm Park. This event achieved record-breaking reach on Facebook.
- Daddy-Daughter Dance registration (to be held February 16) is progressing. 138 individuals have already pre-registered, the event is expected to sell out.
- House rules for pickleball are in the process of modification. Staff is working with players to ensure rules are appropriate for all skill levels to promote inclusivity.
- A proposal has been submitted for fitness equipment upgrade. New pieces in the cardio room and the strength training room will be introduced in the near future.

Rolling Hills Park
- Winter Park officially opened on January 19 with four operating days during the month.
- 89 Annual Vehicle Permits were sold in January.
- Gift Cards are now available and may be redeemed at Rolling Hills, MLMRC, and Independence Lake.
- Annual Bag Tags for disc golf (both Rolling Hills and Independence Lake courses) have been received and will be implemented this spring.
- A pipe burst in the bathhouse locker rooms due to a power outage during sub-zero conditions. A plan is underway for needed repairs.
- Par-Kut International, Inc. is starting fabrication of the new gatehouse structures.
Staebler Farm Park
- TLS Construction continued with parking lot construction due to the warmer weather.
- The Michigan Folk School (MFS) is 99% done with renovations to the workshop.
- Staff began discussions with The Collaborative (an architectural design firm) and MFS about designs for a multipurpose buildings.

B. Special Initiatives
Border-to-Border Trail (B2B)
- Two public meetings were held for the B2B.
  - January 9—Nearly 80 people attended the meeting at Dexter Library to discuss two projects east of Dexter: 1) Dexter-Huron Metropark to Zeeb Road (1.2 miles) and 2) Zeeb Road to Delhi Metropark (1.8 miles).
  - January 16—Nearly 40 people attended the meeting at the Lyndon Township Hall to discuss two projects between Chelsea and Stockbridge: 1) Green Lake Campground to N. Territorial (2.1 miles) and 2) N. Territorial to the Jackson County border (3.0 miles).
- Construction has been initiated on the Dexter-Huron Metropark to Zeeb Road trail segment (1.2 miles). The contractor is Davis Construction and the Construction Engineer is Wade Trim. The project is anticipated to be complete by the fall.
- A public meeting to discuss the City of Ann Arbor trail connection between Barton Nature Area and Bandemer Park has been scheduled for Tuesday, February 26 at 6:30 PM at Forsythe the Middle School.

Eastern County Skatepark Project
- On Monday, January 14, the Ypsilanti Township Board voted unanimously to approve Community Center Park as the location of a new public skatepark for the area. Previously, in December, the Ypsilanti Township Parks Commission voted unanimously to send the location recommendation to the Board of Trustees.

C. Natural Areas Preservation Program (NAPP)
Stewardship
- 10 volunteers removed invasive shrubs at Parker Mill Park for the first “Stewardship Saturdays,” a series of monthly volunteer activities hosted at varying parks and preserves. This series is a new strategy for recruiting, connecting with, and retaining volunteers for care of parks and preserves.
- NAPP staff presented at The Stewardship Network conference on the management of stiltgrass in Washtenaw County and broadening the definition of stewardship to connect with a larger audience of users.
- NAPP crew removed invasive species at Independence Lake Park and Park Lyndon, installed of boot brushes at six preserves in Scio Township, and worked to repair and prepare mechanical equipment for summer.
- Staff has prepared the annual report of all stewardship activities completed in 2018 across all facilities. The report is the 5th year of data collected using ArcGIS and is showing an increasingly larger footprint of land management activities completed by staff.
D. Interpretive Programming
- 59 patrons attended history and nature programs for the month of January.

E. Other
- Staff continues developing the 2018 Annual Report.
- Staff continues developing the 2020-2024 Recreation Master Plan.
#5A

**Washtenaw County Parks and Recreation Commission**

**January 2019 - Claims Report**

<table>
<thead>
<tr>
<th>PARK / FACILITY / FUNCTION</th>
<th>UTILITIES</th>
<th>DIRECT PURCHASES</th>
<th>OTHER</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration</td>
<td>711.62</td>
<td>1,541.01</td>
<td>5,258.74</td>
<td>7,511.37</td>
</tr>
<tr>
<td>Recreation Center</td>
<td>11,764.22</td>
<td>1,665.12</td>
<td>17,784.66</td>
<td>31,214.00</td>
</tr>
<tr>
<td>Park Maintenance</td>
<td>1,550.83</td>
<td>2,069.29</td>
<td>2,973.64</td>
<td>6,593.76</td>
</tr>
<tr>
<td>Pierce Lake Golf Course</td>
<td>452.63</td>
<td>1,565.15</td>
<td>695.77</td>
<td>2,713.55</td>
</tr>
<tr>
<td>Independence Lake</td>
<td>2,138.08</td>
<td>3,089.12</td>
<td>1,430.91</td>
<td>6,658.11</td>
</tr>
<tr>
<td>Rolling Hills</td>
<td>2,820.07</td>
<td>2,804.24</td>
<td>19,138.81</td>
<td>24,763.12</td>
</tr>
<tr>
<td>Parker Mill</td>
<td>166.34</td>
<td>-</td>
<td>-</td>
<td>166.34</td>
</tr>
<tr>
<td>Sharon Mills</td>
<td>127.09</td>
<td>111.97</td>
<td>598.65</td>
<td>837.71</td>
</tr>
<tr>
<td>Staebler Farm</td>
<td>13.73</td>
<td>155.12</td>
<td>-</td>
<td>168.85</td>
</tr>
<tr>
<td>Swift Run Dog Park</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Capital Improvement</td>
<td>-</td>
<td>-</td>
<td>15,968.42</td>
<td>15,968.42</td>
</tr>
<tr>
<td>Committed Funding Partnerships</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Commission</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>$ 19,744.61</td>
<td>$ 13,001.02</td>
<td>$ 63,849.60</td>
<td>$ 96,595.23</td>
</tr>
<tr>
<td>Road Millage Fund</td>
<td>-</td>
<td>-</td>
<td>163,990.97</td>
<td>163,990.97</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>-</td>
<td>-</td>
<td>$ 163,990.97</td>
<td>$ 163,990.97</td>
</tr>
</tbody>
</table>

**Natural Areas Preservation Program**

<table>
<thead>
<tr>
<th>Project</th>
<th>Utilities</th>
<th>Direct Purchases</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition</td>
<td>-</td>
<td>-</td>
<td>$ 55,480.00</td>
<td>$ 55,480.00</td>
</tr>
<tr>
<td>Preserve Management</td>
<td>-</td>
<td>1,649.43</td>
<td>93.90</td>
<td>$ 1,743.33</td>
</tr>
<tr>
<td>NATAc</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Acquisition</td>
<td>$ -</td>
<td>-</td>
<td>$ 6,875.00</td>
<td>$ 6,875.00</td>
</tr>
<tr>
<td>Annual Monitoring</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>ALPAC</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>SUBTOTAL</strong></td>
<td>-</td>
<td>$ 1,649.43</td>
<td>$ 62,448.90</td>
<td>$ 64,098.33</td>
</tr>
</tbody>
</table>

**TOTAL** $ 19,744.61 $ 14,650.45 $ 290,289.47 $ 324,684.53

It was moved by ________________ and supported by ________________ to approve payment of claims in the amount of.......................... $ 324,684.53

15
### MEMBERSHIPS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>INDIVIDUAL RESIDENT</td>
<td>202</td>
<td>179</td>
<td>147</td>
<td>$44,042</td>
<td>$37,265</td>
<td>$30,570</td>
</tr>
<tr>
<td>INDIVIDUAL NON-RESIDENT</td>
<td>1</td>
<td>1</td>
<td>4</td>
<td>$222</td>
<td>$335</td>
<td>$1,290</td>
</tr>
<tr>
<td>S/Y/D RESIDENT</td>
<td>218</td>
<td>222</td>
<td>230</td>
<td>$37,790</td>
<td>$37,075</td>
<td>$38,710</td>
</tr>
<tr>
<td>S/Y/D NON-RESIDENT</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>$530</td>
<td>$520</td>
<td>$260</td>
</tr>
<tr>
<td>FAMILY RESIDENT</td>
<td>31</td>
<td>31</td>
<td>33</td>
<td>$15,995</td>
<td>$15,190</td>
<td>$14,845</td>
</tr>
<tr>
<td>FAMILY NON-RESIDENT</td>
<td>1</td>
<td>-</td>
<td>1</td>
<td>$743</td>
<td>-</td>
<td>$743</td>
</tr>
<tr>
<td>FAMILY - ADD'TL MEMBER</td>
<td>2</td>
<td>6</td>
<td>2</td>
<td>$195</td>
<td>$393</td>
<td>$112</td>
</tr>
<tr>
<td>SENIORS OVER 80</td>
<td>49</td>
<td>52</td>
<td>49</td>
<td>$2,640</td>
<td>$3,120</td>
<td>$2,940</td>
</tr>
<tr>
<td>PERSONAL TRAINERS</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>$825</td>
<td>$1,100</td>
<td>$550</td>
</tr>
<tr>
<td>30-DAY PASS</td>
<td>135</td>
<td>154</td>
<td>125</td>
<td>$5,031</td>
<td>$6,930</td>
<td>$5,535</td>
</tr>
<tr>
<td>SEASONAL PASS</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>REPLACEMENT PASS</td>
<td>21</td>
<td>17</td>
<td>18</td>
<td>$21</td>
<td>$17</td>
<td>$18</td>
</tr>
</tbody>
</table>

**SUB-TOTAL**: 665  667  612  $108,033  $101,945  $95,573

**ANNUAL PASS FACILITY USE**: 22,907  18,017  17,294

**PERCENT OF NON-RESIDENTS**: 0.88% 0.69% 1.44%

### DAILY ENTRIES

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>INDIVIDUAL RESIDENT</td>
<td>1,416</td>
<td>1,180</td>
<td>1,078</td>
<td>$11,328</td>
<td>$9,440</td>
<td>$8,624</td>
</tr>
<tr>
<td>INDIVIDUAL NON-RESIDENT</td>
<td>46</td>
<td>117</td>
<td>134</td>
<td>$414</td>
<td>$1,053</td>
<td>$1,206</td>
</tr>
<tr>
<td>S/Y/D RESIDENT</td>
<td>1,309</td>
<td>999</td>
<td>852</td>
<td>$7,854</td>
<td>$5,994</td>
<td>$5,112</td>
</tr>
<tr>
<td>S/Y/D NON-RESIDENT</td>
<td>49</td>
<td>47</td>
<td>34</td>
<td>$435</td>
<td>$329</td>
<td>$238</td>
</tr>
<tr>
<td>INDIVIDUAL FITNESS RESIDENT</td>
<td>15</td>
<td>16</td>
<td>4</td>
<td>$120</td>
<td>$128</td>
<td>$32</td>
</tr>
<tr>
<td>INDIVIDUAL FITNESS NON-RESIDENT</td>
<td>1</td>
<td>16</td>
<td>-</td>
<td>$9</td>
<td>$144</td>
<td>-</td>
</tr>
<tr>
<td>SENIOR FITNESS RESIDENT</td>
<td>30</td>
<td>49</td>
<td>38</td>
<td>$180</td>
<td>$294</td>
<td>$228</td>
</tr>
<tr>
<td>SENIOR FITNESS NON-RESIDENT</td>
<td>4</td>
<td>-</td>
<td>-</td>
<td>$28</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>DAILY PASS/GIFT CERTIFICATE SALES</td>
<td>7</td>
<td>2</td>
<td>-</td>
<td>$240</td>
<td>$24</td>
<td>-</td>
</tr>
</tbody>
</table>

**SUB-TOTAL**: 2,877  2,426  2,140  $20,608  $17,406  $15,440

**PERCENT OF NON-RESIDENTS**: 3.48% 7.43% 7.85%

### OTHER REVENUE

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>RECREATION PROGRAMS</td>
<td>3,630</td>
<td>3,321</td>
<td>3,692</td>
<td>$19,715</td>
<td>$24,096</td>
<td>$22,352</td>
</tr>
<tr>
<td>FACILITY RENTALS POOL/STUDIO</td>
<td>1</td>
<td>-</td>
<td>-</td>
<td>$225</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>PARTY PAVILION</td>
<td>2</td>
<td>9</td>
<td>-</td>
<td>$35</td>
<td>$105</td>
<td>-</td>
</tr>
<tr>
<td>LOCKERS</td>
<td>1,066</td>
<td>1,246</td>
<td>939</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VENDING/RETAIL</td>
<td>725</td>
<td>1,105</td>
<td>930</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SUB-TOTAL**: 3,633  3,330  3,692  $21,766  $26,552  $23,821

### YTD TOTAL PARTICIPATION & REVENUE

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>YTD TOTAL PARTICIPATION &amp; REVENUE:</td>
<td>30,082</td>
<td>24,440</td>
<td>23,738</td>
<td>$150,407</td>
<td>$145,903</td>
<td>$134,834</td>
</tr>
</tbody>
</table>
MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy Vaughn, Director
DATE: February 12, 2019
RE: RFP #7658, Gatehouse Replacements at Rolling Hills and Independence Lake County Parks – Award of Service Contract to TLS Construction

Background
At the August 2018 meeting, the Commission authorized staff to prepare bid documents for the gatehouse replacement project and authorized a total project budget of a not to exceed amount of $205,000. This budget included two components; direct purchase of prefabricated gatehouses for a value of $81,000 and $124,000 for site improvements including the gatehouse unit installations.

Construction documents for the installation and site improvements were prepared by Beckett & Raeder, Inc., Cooper Design, Inc., and Parks’ staff. Then, in accordance with the County’s standard procurement protocol, RFP #7658 was advertised by the Purchasing Department. Three potential bidders attended a mandatory pre-bid meeting on January 8, 2019 and all three companies submitted bids on January 24, 2019. The following is a tabulation of the bids received:

1. TLS Construction, Co. (Howell) $167,221.00
2. Carver Construction, Co. (Ann Arbor) $181,725.00
3. E. T. MacKenzie, Co. (Ann Arbor) $261,305.00

Discussion
TLS Construction, Co. submitted the lowest bid, which exceeds the previously authorized budget for installation and site work by $43,221. Staff has reviewed the project scope and identified two deliverables that could be eliminated to be closer to project budget, reducing the cost by $26,520, for a revised project total of $140,701. In order to comply with purchasing procedures, the contract must be awarded in the full bid amount and a Change Order would be issued after contract execution to account for the reduction in deliverables and cost. This process has been discussed with TLS Construction. The purchase of the actual gatehouses is slightly under budget.

WCPARC recently worked with TLS Construction for the installation of the Staebler Farm Parking Lot. TLS successfully constructed all requested project elements, which provided a parking lot ready for use by the Michigan Folk School within the required December 1st deadline. Overall, performance and workmanship by TLS on the Staebler Farm project has been superior. Therefore, we are confident that TLS can satisfactorily execute the work of RFP #7658.
Recommendation
It is my recommendation that the Washtenaw County Parks and Recreation Commission authorize award of a Service Contract in the amount of $167,221.00 to TLS Construction, Co. for this project (RFP#7658) with the understanding an official Change Order will be issued reducing the contract value to $140,701 after Notice to Proceed.
MEMORANDUM

To: Washtenaw County Parks and Recreation Commission
From: Coy Vaughn, Director
Date: February 12, 2019
Re: Proposed Replacement of select exercise equipment at Meri Lou Murray Recreation Center

Background
In May of 2018, the staff at MLM began a comprehensive evaluation of the exercise equipment in the Cardio room (i.e. treadmills, ellipticals, bikes, rowers etc.). An audit of this equipment revealed that the average age of the cardio equipment is approximately 10-years old. While some of this equipment was recently purchased (2016-17), most recent purchases involve acquisition of refurbished equipment notably older than the date of purchase. The fact that this older equipment is still in use, when the parts can be difficult to find, is a testament to the skill of our maintenance staff.

According to Club Industry, most new cardio equipment can be expected to last anywhere from 5-10 years depending upon its hours of use, the environment in which it is used and the quality of the preventive maintenance provided. This compares to the standard life expected for refurbished equipment of 1-5 years. During our inventory of the equipment, it was noted that at least two of the machines purchased in the past 3 years are no longer in-use on the floor. Through observation, discussion, survey and direct feedback, data has been gathered to help determine the MLM patron’s equipment use and preferences. This information has been evaluated along with industry trends regarding make, model and durability of different equipment brands. Staff used this information to determine how and when the most significant and most cost-effective impact can be made to address our most pressing equipment needs at MLM in 2019.

Discussion
In October 2018 we distributed a request for quotation to four equipment providers in the Washtenaw County area. Each provider, while able to provide a variety of equipment makes and models, tended to specialize in a specific brand. The primary equipment need centered on treadmills and ellipticals and each provider was asked to provide information on costs of new and refurbished equipment along with both purchase and 36-month lease options. Once all of this data was collected we identified what we believe to be our best purchase options with regard to costs, durability, customer desire, ease of maintenance and estimated 5-year
value. We considered the costs and benefits of a 5-year replacement plan and its effect on customer enrollment, satisfaction and retention. Two of the four vendors were able to provide quotes that met our needs.

### Matrix

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Equipment</th>
<th>Net Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Matrix T5X-08 Treadmills</td>
<td>$3,626</td>
<td>$18,131.50</td>
</tr>
<tr>
<td>1</td>
<td>Matrix C3X-04 Climbmill</td>
<td>$3,242.10</td>
<td>$3,242.10</td>
</tr>
<tr>
<td>1</td>
<td>Matrix A. Seated Row</td>
<td>$1,795</td>
<td>$1,795</td>
</tr>
<tr>
<td>8</td>
<td>Floor Protection Mats</td>
<td>$50.00</td>
<td>$400.00</td>
</tr>
</tbody>
</table>

**Total**

$23,568.60

**Used Equipment Trade-In**

-$1,200.00

**Total**

$22,368.60

### Direct Fitness Solutions

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Equipment</th>
<th>Net Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Pre EFX 835.V2 Ellipticals</td>
<td>$4,950</td>
<td>$19,800</td>
</tr>
<tr>
<td>1</td>
<td>CPO – Recumbent Bike</td>
<td>$1,750</td>
<td>$1,750</td>
</tr>
<tr>
<td>1</td>
<td>CPO – Stair Climbers</td>
<td>$1,695</td>
<td>$1,695</td>
</tr>
<tr>
<td>2</td>
<td>Concept 2 Rower</td>
<td>$1,000</td>
<td>$2,000</td>
</tr>
</tbody>
</table>

**Total**

$25,245

**Total**

$47,613.60

**Recommendation**

I believe that the current condition of some of our cardio equipment has had a negative impact on the sale of new memberships, has increased the down time on equipment needing repair, and negatively impacts our customer satisfaction as noted by survey comments and suggestion box requests. It is my recommendation that the Washtenaw County Parks and Recreation Commission authorize a budget of up to $50,000 for replacement of 14 pieces of cardio equipment and 1 strength machine with new model equivalents as noted above.
MEMORANDUM

To:       Washtenaw County Parks and Recreation Commission
From:     Coy Vaughn, Director
Date:     February 8, 2019
Re:       RFP #7666, Rolling Hills Aquatic Center Lazy River Repair & Renovation

Background
At the June 2018 meeting, Commissioners were informed of the structural problems with the Waterpark’s Lazy River pool infrastructure and mechanical equipment and a need to obtain proposals for repairs. At that time, an estimated cost was presented of roughly $1,000,000, but the actual cost would be determined through receipt of bids. The approved Capital Improvement Plan includes $1,000,000 for these improvements. Park staff prepared a Request for Proposal (RFP) for this work.

Per the County’s standard protocol, RFP #7666 was advertised by the Purchasing Department. Five potential bidders attended a mandatory pre-bid meeting on January 10, 2019, however only one company submitted a bid on January 29, 2019. The low bid was from Baruzzini Construction, Co. (Brighton) in the amount of $925,087.00.

Physical work on this project will begin immediately upon execution of a contract and continue as weather allows. Baruzzini is proposing to do the work in two phases in order to assure minimal impact on operations. The first phase, the mechanical repairs, will include replacing three pump motors and several failing valves. This work will be completed by this spring, allowing the facility to open for the Memorial Day weekend. The second phase of the project includes resurfacing the Lazy River (Diamond Brite surfacing) and replacing the coping stone/walk way at the top edge of the lazy river. This work will start after Labor Day 2019 and be completed by May 1, 2020.

Baruzzini has worked for the Commission before at Rolling Hills, successfully repairing the leaks in the Lazy River and installing the water system for the “Plunge Peak” waterslide in 2013. Last September, they completely renovated the water filtration system at the MLM Recreation Center and are 95% complete with the filtration system replacement at Rolling Hill’s main pool. In addition, Baruzzini completed the surface renovation of the Water Park’s main pool. We are confident in their abilities to complete this new project as outlined in the contract documents.
Recommendation:
Based upon the bids, the critical project timeline, the proven past work performance and qualifications, it is my recommendation that the Washtenaw County Parks and Recreation Commission award a Service Contract in the amount of $925,087.00 to Baruzzini Construction, Company for this project (RFP #7666) and include an additional 10% ($92,508) contingency for potential change orders.
MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy Vaughn, Director
DATE: February 12, 2019
RE: Recommendation for Partnership – Base Lake Farm, Webster Township

Background
The entire 261-acre Base Lake Farm property, located in Webster Township, was nominated to the Webster Township’s Farmland and Open Space Preservation Program for the purchase of a conservation easement and forwarded to NAPP for review. Both the Agricultural Land Preservation Advisory Committee (ALPAC) and the Natural Area Technical Advisory Committee (NATAC) reviewed the property as part of Round 16. The property was identified as a priority for both NATAC and ALPAC at the time. In January 2019, the Commission approved applying for USDA-RCPP grant funds on a portion of the farmland. The Township is interested in purchasing a separate conservation easement on the 30-acre wooded portion and has requested a contribution from NAPP, which is detailed below.

Discussion
The Assessment and Prioritization Mapping identified the property as a medium-high quality and prioritized it for both its nearness to (Patch Expansion) certain existing protected land and distance from (New Patch Establishment) other protected land. The property is adjacent to land owned by the University of Michigan Sailing Club and in proximity to other protected properties. The wooded area has a rolling topography and is primarily dry-mesic oak hickory forest with medium aged trees.

An appraisal was completed in October 2018 and identified the value of the 30-acre conservation easement at $270,000 or $9,000 / acre. Webster Township has requested a contribution of $202,000 with Webster Township covering the remainder costs, as well as closing and due diligence. The Township will also be responsible for monitoring and enforcing the conservation easement.

After review of the nomination, NATAC recommended to partner with Webster Township and contribute $202,000 toward the purchase of a conservation easement.

Recommendation
Based upon the review by the Natural Area Technical Advisory Committee and staff, it is my recommendation that the Washtenaw County Parks and Recreation Commission partner with the Webster Township or the purchase of a conservation easement on the Base Lake Farm in Webster Township, as identified in the attached map and contribute $202,000 toward the purchase, contingent upon attorney review of documents and execution of participation agreement.

Attachments
Base Lake Farm - Woods Property: Aerial & Soils

Natural Areas Preservation Program
Nomination ID:A16.088
Webster Township
+/-30 Acres

Washtenaw County
Locator Map

Current Nomination
Map Features
- Active Nominations
- Recreation Lands
- Soil Group
- Road
- Parcel Boundary

Prepared by Washtenaw County Parks & Recreation Commission
2015 Aerial Photo; USGS Topo (1:24,000)
MEMORANDUM

TO: Washtenaw County Parks and Recreation Commission
FROM: Coy Vaughn, Director
DATE: February 12, 2019
RE: Recommendation for Partnership – Lepkowski, Northfield Township

Background
The 75-acre Lepkowski property in Northfield Township was nominated to the City of Ann Arbor Greenbelt’s program for the purchase of a conservation easement and subsequently forwarded to NAPP for review. Both the Agricultural Land Preservation Advisory Committee (ALPAC) and the Natural Area Technical Advisory Committee (NATAC) reviewed the property in 2018 and 2019 respectively. Given the number of higher scoring agricultural properties under review by ALPAC at the time, the committee respectfully declined to participate. In early 2019, NATAC reviewed the application at the request of the Greenbelt.

Discussion
The property contains roughly 32-acres of natural areas including buttonbush swamp (inundated shrub swamp), vernal pools, and southern hardwood swamp. The remaining 43-acres is in active hay production and is known by the farmers to have ground nesting birds. The Assessment and Prioritization Mapping evaluated the natural area as medium-low quality and did not prioritize the land for protection. That being said, there are some species of note that may have been found on the property including bob-o-link, blue racers, as well as juvenile eagles. MDNR lists blue racers and bald eagles as “Species of Greatest Conservation Need” in their 2015-2025 Wildlife Action Plan.

An appraisal was completed in December 2017 that valued the conservation easement at $427,500. The City of Ann Arbor received a USDA grant through the Regional Conservation Partnership Program (RCPP) that will cover 50% of the purchase price ($213,750). The County is also a partner on the RCPP grant, but has already allocated the portion of the funds to other properties. The City would be responsible for monitoring and enforcing the conservation easement.

After review of the nomination, NATAC recommended to partner with the City of Ann Arbor and contribute $10,000 toward the purchase.

Recommendation
Based upon the review by the Natural Area Technical Advisory Committee and staff, it is my recommendation that the Washtenaw County Parks and Recreation Commission partner with the City of Ann Arbor’s Greenbelt Program for the purchase of a conservation easement on the Lepkowski farm in Northfield Township, as identified in the attached map and contribute $10,000 toward the purchase, contingent upon attorney review of documents and execution of participation agreement.

Attachments
Lepkowski Property: Aerial & Soils
Natural Areas Preservation Program
Nomination ID:A18.107
Northfield Township
+/-75 Acres

Prepared by Washtenaw County Parks & Recreation Commission
2015 Aerial Photo; USGS Topo (1:24,000)
Lepkowski Property: Assessment & Prioritization Mapping
Natural Areas Preservation Program
Nomination ID: A18.107
Northfield Township
+/- 75 Acres