



## Washtenaw County Parks and Recreation Commission

### MINUTES OF MEETING

**Date:** March 12, 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; WCPARC Secretary-Treasurer, Brenda McKinney, Janis Bobrin, Daniel Ezekiel, Barbara Fuller, Janice Anschuetz, Evan Pratt and Sue Shink

**Members Absent:** Ricky Jefferson

**Staff Present:** Coy Vaughn, Director; Meghan Bonfiglio, Deputy Director; Ginny Trocchio, Superintendent of Park Planning and Natural Areas; Jason Brooks, Manger of Finance and Administration; Rhonda Bouma, Rolling Hills Superintendent; Jeff Miller, Rolling Hills Supervisor; Julie Sigda, Independence Lake Manager; Rosie Pahl Donaldson, Park Planner

**Others Present:** Toni Spears

#### **1. Call To Order / Pledge of Allegiance**

Mr. Marans called the meeting to order at 2:00 PM with the Pledge of Allegiance.

#### **2. Approval of the Minutes**

The Minutes of the February 13, 2019 meeting were included with the agenda material.

*It was moved by Ms. Fuller and seconded by Ms. Bobrin to approve the Minutes of the February 13, 2019 meeting. Ayes all as amended; the motion was approved.*

#### **3. Public Comment**

Toni Spears stated that she would like to see the Commission consider the survey that was presented at the January meeting and that people were satisfied with the number of parks already in the system. She asked that the Commission continue to veer toward conservation easements instead of fee simple properties. She added that she would like to see participation from more agencies to restrict the number of County initiated fee simple purchases and encourage more partnership projects. Ms. Spears also inquired about the NAPP ordinance and asked if it would be a topic of the upcoming working session.

#### **4. Communications, Projects & Activities**

Mr. Vaughn presented the communications, projects and activities report and described the communications as presented in the March packet. In addition to the presentation, he mentioned that staff was looking to move the location of the April meeting to Staebler Farm County Park.

**It was moved by Ms. Fuller and seconded by Ms. McKinney to accept and file the Communications, Projects and Activities Update for the month of February 2019 as submitted. Ayes all, the motion was approved.**

#### **5. Reports – February, 2019**

##### **A. Financial Reports**

Mr. Vaughn presented the claims report for February 2019 which included expenditures a new furnace and HVAC work at Independence Lake, engineering fees for B2B projects paid to Stantec, and the Wonsey contract for tree clearing for B2B construction.

Mr. Brooks presented the fund balance reports through January, highlighting modifications due to current encumbrances on the Parks fund balance and the budgeted property tax receipts in 2019.

Ms. Fuller asked if there was an update on the \$13k for the benches at the Riverside Park playground in Ypsilanti. Mr. Vaughn reported that he would have the final numbers once received. Ms. Anschuetz reported that she thought a group at one of the colleges would be adding to the benches. Mr. Marans asked that some visuals be brought to the next meeting.

Ms. Anschuetz asked about the power outage issues after meetings with DTE and asked what the plan would be for 2019.

***It was moved by Ms. Bobrin and seconded by Ms. Scribner to accept and file the financial reports and to approve the recreation expenditures presented in the Claims Report for the month of February 2019, totaling \$200,622.50. Ayes all, the motion was approved.***

##### **B. Recreation Reports**

Mr. Vaughn then summarized the statistics for the Mari Lou Murray Recreation Center for the month of February, 2019.

**It was moved by Ms. Scribner and seconded by Mr. Ezekiel to receive and file the Recreation Reports for February 2019 as presented. Ayes all, the motion was approved.**

#### **6. Old Business**

##### **A. 2018 Annual Report**

Ms. Macyda presented the 2018 Annual Report (presentation/report on file). Ms. Anschuetz asked how these reports are distributed. Ms. Macyda reported that they are online, at our facilities and available at tabling events. Ms. Fuller stated the Road Commission may be a good avenue to distribute these reports to townships during the Road Commission spring meetings. Mr. Marans stated that it might be helpful for staff to develop a condensed version for wider distribution. Ms. Anschuetz reported that she could check with Walk and Wag organizers to include the report into backpacks to be distributed at the event.

##### **B. Master Plan Overview and Mission Statement**

Ms. Macyda provided a presentation on the Master Plan Overview and Mission Statement. She reported that meetings have taken place with staff to determine future needs and an action program for various facilities. Mr. Marans stated that the survey result breakdown by sub-region should be incorporated in

the goals and objectives. Mr. Ezekiel requested that dates be sent to the Commission in case any of the Parks Commissioners would like to make plans to attend.

## **7. New Business**

### **A. Rolling Hills Concessions Feasibility Study**

Mr. Miller reported that the Rolling Hills concession stand was constructed at a time that was prior to current park capacity. He added that the biggest complaint at the park is the concessions line. Ms. Bouma stated that an RFP was put together to bring an expert in to review the operations and provide recommendations for an overhaul. She added that CHM Government Services has dealt with similar operations in the past and stated that many planners in other organizations recommended them in the reference check.

Mr. Ezekiel stated that he would like to see a ROI on this project. Ms. Shink stated that she is on the Food Policy Committee and added that there is a goal of purchasing 20% of food from local sources.

**It was moved by Ms. Fuller, seconded by Ms. Anschuetz to authorize a contract award in the amount of \$25,320 to CHM Government Services for the purpose of conducting a Feasibility Study of the Concessions area at Rolling Hills County Park (RFP #7687). Ayes all, motion was approved.**

### **B. Rolling Hills Online Waterpark Sales**

Mr. Miller reported that Rolling Hills is looking at setting up online ticket sales. He added that an online purchase guarantees a spot in the park without having to wait in line. Ms. McKinney asked if other parks organizations are selling tickets online. Ms. Bouma reported that staff had researched other agencies and added that online ticketing will cost approximately \$2,700 through RecTrac. She stated that she was targeting 200 tickets on Memorial Day weekend and expending it to approximately 500 or 25% of capacity once staff gets trained. She reported that it was anticipated that there would be a \$1 service fee/ticket and that revenue after maintenance would total approximately \$12,000/year. Ms. Shink stated that it would be a positive to notice if there are different types of people waiting in line versus buying tickets online. Mr. Marans asked how this program would be promoted. Ms. Bouma reported that it would be on social media, the Rolling Hills website, and in the phone message.

### **C. Blue Heron Bay Annual Passes**

Ms. Sigda reported on annual passes proposed to be available at Blue Heron Bay. She added that these passes would be reloadable. Ms. Sigda stated that she believes that these passes will increase concessions. She reported that the goal is to sell 50 passes in the summer of 2019.

### **D. NAPP – Mersereau, Scio Township, 26 acres**

Ms. Pahl-Donaldson reported that this is a prioritized bioreserve site. She stated that Scio Township is asking for our participation on only part of the parcel. She reported that the pedestrian access would be to Marshall Road. Ms. Anschuetz asked if Scio Township was providing parking. Ms. Pahl-Donaldson stated that they would not since this is a different type of recreational purpose. Ms. Fuller asked about the nature of this easement given that Scio Township would be selling one of the two easement. Ms. Anschuetz asked why this property is valuable. Ms. Pahl-Donaldson reported that this property was nominated in 2012. She stated that staff has gotten better at reporting at what is within the property. Ms. Shink stated that the quality of the property, connections, and qualities are a part of the staff report. Ms. Scribner stated that it is important to provide images.

**It was moved by Ms. Bobrin and seconded Ms. McKinney to partner with Scio Township on the fee simple purchase of the Mersereau property in Scio Township, and to contribute \$130,000 toward the purchase,**

contingent upon attorney review of documents and execution of the participation agreement. Roll Call Vote: 8 Ayes, 1 (Fuller) Nays, 1 Absent (Jefferson), motion carried.

**E. NAPP – Haas, Scio Township, 44 acres**

Ms. Pahl-Donaldson reported that this site is larger at 44 acres. She added that this was a second tier property for NATAAC. Ms. Anschuetz stated that the memo needs to be corrected. Ms. Pahl-Donaldson stated that it was medium-high quality. Ms. Bobrin moved to amend the memo supported by McKinney. Motion carried unanimously.

**It was moved by Mr. Ezekiel and seconded Ms. Bobrin to partner with Scio Township on the purchase of a conservation easement on the Haas property in Scio Township, and to contribute \$97,667 toward the purchase, contingent upon attorney review of documents and execution of the participation agreement. Roll Call Vote: 10 Ayes, 0 Nays, 0, motion carried.**

**F. NAPP – Kempf, Northfield Township, 27.65 acres**

Ms. Pahl-Donaldson reported that this was assessed as medium high quality. She stated that it is a pure agricultural property and scored a 56 in ALPAC's scoring.

**It was moved by Ms. Bobrin and seconded Ms. Shink to partner with the City of Ann Arbor's Greenbelt Program on the purchase of a conservation easement on the Kempf Farm in Northfield Township, and to contribute \$29,000 toward the purchase, contingent upon attorney review of documents and execution of the participation agreement. Roll Call Vote: 10 Ayes, 0 Nays, 0, motion carried.**

**G. NAPP – Windy Crest, City of Ann Arbor, 8.5 acres**

Ms. Trocchio provided an overview of the property and proposed acquisition. She stated that this property is now in the City limits. She added that NATAAC was excited about this property since there is some restoration potential that could be quite impactful to the community. Mr. Ezekiel stated that this will make the City Council happy because it is in City limits. He added that in public comment he heard that it was important to not take on 100% of the funding.

**It was moved by Ms. Anschuetz and seconded Ms. Scribner to partner with the City of Ann Arbor on the fee simple purchase of the Windy Crest property in the City of Ann Arbor, and to contribute \$54,000 toward the purchase, contingent upon attorney review of documents and execution of the participation agreement. Roll Call Vote: 9 Ayes, 0 Nays, 1 Absent (Jefferson), motion carried.**

**H. NAPP – Buesser, Northfield Township, 30 acres**

Ms. Trocchio provided an overview of the property and proposed acquisition. She stated that this property was assessed as a high quality property and added that there are a large number of wetlands on the property. Mr. Pratt asked if adjacent properties are scored higher. Ms. Trocchio stated that ALPAC does get points for being adjacent to other properties. Ms. Shink commented that this area is a hotbed for young farmers and probably will be into the future.

**It was moved by Ms. Bobrin and seconded Mr. Pratt to partner with the City of Ann Arbor and Legacy Land Conservancy on the purchase of a conservation easement on the Buesser property in Northfield Township, and to contribute \$45,000 toward the purchase, contingent upon attorney review of documents and execution of the participation agreement. Roll Call Vote: 9 Ayes, 0 Nays, 1 Absent (Jefferson), motion carried.**

## **I. Other New Business**

Mr. Vaughn stated that we would like to discuss the Working Session on Thursday. Ms. Trocchio presented a rough outline which included accomplishments, geographic distribution of funds, community survey results, the 2020 renewal, priorities, and future contributions to the special revenue fund.

Ms. Anschuetz stated that she would like to know more about the process for developing a piece of property and getting it open to county residents.

Ms. McKinney stated that she would like to more about cutouts/building envelopes in conservation easements.

Mr. Ezekiel stated that he'd like to see a few successful simultaneous transactions presented. He added that it would also be helpful to explain how a 1035 exchange works.

Ms. Anschuetz stated that it needs to be the owner presenting a property for consideration.

## **8. Commissioners / Directors Comments**

Ms. Scribner distributed a handout regarding email usage given the Open Meetings Act.

## **9. Adjournment**

It was moved by Ms. Fuller with support from Ms. Bobrin to adjourn the meeting at 4:52 p.m. Ayes all, meeting was adjourned.