



# *Ypsilanti Township Park Commission*

7200 S. Huron River Drive • Ypsilanti, MI 48197

TAJALLI HODGE • DAVID STREETER • JEFF NEEL • BRAD HINE  
EDWARD BURNETT • DARREL KIRBY • STAR SMITH

## **REGULAR MEETING AGENDA**

**MONDAY, SEPTEMBER 12, 2022**

**6:30 P.M.**

- I. Call to Order**
- II. Roll Call**
- III. Determination of Quorum**
- IV. Approval of Agenda**
- V. Approval of Minutes from the August 1, 2022 regular meeting**
- VI. Citizens Participation**
- VII. Reports**
  - A. Staff Reports**
  - B. Commissioner Reports**
- VIII. Unfinished Business**
  - A. Continue discussion of Park Hours**
- IX. New Business**
  - A. Resolution for mDNR LWCF Grant for Community Center Park**
  - B. Sugarbrook Park ReLeaf Tree Maintenance Agreement**
- X. Announcements**
  - A. Park commission overview and orientation with staff (September 12, 2022, immediately after regular session)**
- XI. Recommendations to the Township Board**
- XII. Adjournment**



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## **WORKING SESSION AGENDA**

**MONDAY, SEPTEMBER 12, 2022**

**7:15 P.M.**

***Following the regular meeting***

1. Park Commission Orientation and Overview.....Mike Hoffmeister and Staff
2. Other Discussion.....Commission Members

**CHARTER TOWNSHIP OF YPSILANTI  
PARK COMMISSION  
PROPOSED MINUTES OF THE AUGUST 2, 2022 REGULAR MEETING**

*Park Commission Agendas and Minutes are available on the township website at  
<https://ytown.org/park-commission>*

**I. Call to Order**

Commission Streeter called the meeting to order at 6:33 p.m. at the Ypsilanti Township Civic Center.

**II. Roll Call**

**Commissioners Present:** Jeff Neel, Brad Hine, Darrell Kirby, David Streeter

**Commissioners Not Present:** Starr Smith, Tajalli Hodge, Ed Burnette

**Staff Present:** John Hines, Mike Hoffmeister

**III. Determination of Quorum**

Quorum present.

**IV. Approval of Agenda**

Motion to approve agenda made by Kirby

Seconded by Hine

Motion Carried Unanimously

**V. Approval of Minutes – July 11, 2022 Regular Meeting**

Motion to approve May minutes made by Hine

Seconded by Kirby

Motion Carried Unanimously

**VI. Citizens Participation**

Dave Bowman, Delegate to Huron River Watershed Council, has concerns about algal blooms but mostly just curious about projects underway and whether two groups can collaborate on projects.

Lauren Smith, Fairway Hills subdivision expressed concerns about Clubview Park tennis courts. Mike Hoffmeister said Department of Natural Resources grant award was awarded; applied in early 2021 and preliminarily approved in Fall 2021 but National Park Service is backlogged; tentatively approved and will be fixed in near future. Will move from 2 tennis courts to 1 tennis court, 2 pickleball, and a rain garden.

**VII. Reports**

**A. Staff Reports**

Mike Hoffmeister, Residential Service Director

- Loonfeather Park: still sorting final payments and final projects – ADA rail isn't done yet (stuck in supply chain issues.) Requested extension because of vendor delays.
- Huron St. trail (west side of Huron Rd.) substantially completed. 2 items still to do at Ford Heritage Park. Phase 2 – trail from I-94 to James Hart parkway - MDOT claims ramps and bridge open sometime in fall.
- Community Center Park Tennis Courts renewal and repair project. Grant delayed but will start soon and change from 6 tennis courts to 3 tennis courts and 6 pickleball courts.

- USGS starting work at North Hydro Park on Phragmites research; monitoring growth, applying fungicide every 2 weeks through October.
- Jazz Fest: half way through – 5 completed and 5 to go. Very successful.
- Green Oaks staffing change. New Superintendent Will Turner (from Eagle Crest). Irrigation system was potentially vandalized so has been a challenge with maintenance. In much better shape than in early July.

John Hines, Recreation Services Manager

- Brochure for fall programs is done and should be mailed soon. Looking to diversify offerings.
- Bus Maintenance issue: looking to move to 2 mini buses but CDL-licensed drivers is an issue.
- Budgeting and planning taking place now for 2022 budgets.
- Cornhole tournament on Aug. 27<sup>th</sup>. Still spots remaining.
- Fowling Warehouse: looking to partnering for a fall league. (Fowling: players toss footballs to knock over bowling pins.)

**B. Commissioner Reports**

None.

**VIII. Unfinished Business**

Tabled discussion about park hours until Sept 12 meeting.

**IX. New Business**

None.

**X. Public Hearing**

None

**XI. Announcements**

Park commission overview and orientation with staff: September 12, 2022 immediately after regular session.

**XII. Adjournment**

Motion to adjourn: Neel

Seconded: Hine

Meeting Adjourned at 6:56 p.m.

Minutes taken and prepared by Jeff Neel, Secretary

# **Charter Township of Ypsilanti**

## **RESOLUTION NO. 2022-10**

### **2020 MICHIGAN DEPARTMENT OF NATURAL RESOURCES**

#### **LAND AND WATER CONSERVATION FUND PROJECT**

#### **AGREEMENT RESOLUTION**

It is Resolved that the Charter Township of Ypsilanti, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources, and that the Charter Township of Ypsilanti does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide \$176,200 (or 50%) dollars to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.
3. To construct the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.”

I, Heather Jarrell Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2020-20 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 6, 2022.

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Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti



### Three Year Tree Maintenance Agreement

This agreement addresses watering, pruning, monitoring of health, and other routine and corrective actions related to the trees being planted. While the trees planted are guaranteed to be disease/virus free and in good condition when planted **there is no tree replacement guarantee**. Rate of survival is a critical metric to this grant and the awarding of others. Therefore, as part of this agreement; an onsite meeting with a ReLeaf Michigan representative and the individual directly responsible for the maintenance of the trees planted as part of this opportunity will be arranged one year after the planting to walk the site and discuss maintenance related issues, remedial action and to answer questions.

**Name of Municipality/School** \_\_\_\_\_

**Signature of city/village/town/county/township - manager/mayor/administrator/supervisor/school official or requesting organization** to signify agreement and commitment to maintain trees planted as a part of this project:

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(Signature/Title)

(Date)

**Signature of municipality or school individual (city/village forester, DPW Director/Supervisor, Park Supervisor, head of school maintenance etc.) who is directly responsible for the maintenance of the trees planted** to signify agreement and commitment to maintain trees planted as a part of this project. Also, to agree to meet with a ReLeaf Michigan representative one year later after the planting to walk the site and discuss maintenance related issues.

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(Signature/Title)

(Date)

**Received by:**

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(Name of ReLeaf Michigan Representative)

(Date)

## **Yearly Maintenance Schedule:**

### **Year 1:**

- Watering schedule – Water twice a week by hand for a total of 15 gallons per week **OR** provide gator bags for each tree and fill once a week
- Mulching – replenish yearly
- Weeding around trees will be based on watering schedule
- Tree health inspection – Monitor trees for health and arrange for appropriate treatment if insect, disease, or improper cultural practices are present
- Prune only if necessary
- Stake only if necessary
- Check for mower/weed whip damage, vandal damage and animal damage
- Do not fertilize. Fertilizer applied to newly transplanted trees can excessively dry roots (burning)
- Remove all tags from the tree

### **Year 2:**

- Continue watering schedule
- Mulching – replenish yearly
- Weed around trees
- Pruning as necessary
- Remove any stakes and ties
- Check for any insect or disease problems on the new trees and surrounding trees

**Year 3:** Same as year 2