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**Park****Commission**

Tajalli Hodge, Chair  
Dave Streeter, Vice Chair  
Brad Hine, Treasurer  
Jeff Neel, Secretary



**YPSILANTI  
TOWNSHIP**  
— WHERE YOUR FUTURE GROWS —

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**Commissioners:**  
Edward Burnett  
Darrell Kirby  
Star Smith

**Park Commission**

# **YPSILANTI TOWNSHIP PARK COMMISSION**

## **REGULAR MEETING**

Date: Monday, February 6, 2024

Time: 6:30 P.M.

### LOCATION

1<sup>st</sup> board room  
Ypsilanti Township Civic Center  
7200 S. Huron River Drive  
Ypsilanti, Michigan 48197

**Chairperson**  
Tajalli Hodge  
**Vice Chairperson**  
David Streeter  
**Treasurer**  
Brad Hine  
**Secretary**  
Jeff Neel



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**Park Commission**

**Commissioners**  
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***REGULAR MEETING AGENDA***  
**MONDAY, FEBRUARY 5, 2024**  
**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 November 6, 2023 regular meeting**  
**Approval of Minutes from the January 8, 2024 regular meeting**
- VI. Citizens Participation**
- VII. Reports**
  - A. Staff Reports**
  - B. Commissioner Reports**
- VIII. Unfinished Business**
- IX. New Business**
  - A. Budget and Grants – Director Hines**
- X. Announcements**
- XI. Recommendations to the Township Board**
- XII. Adjournment**

**CHARTER TOWNSHIP OF YPSILANTI  
PARK COMMISSION  
PROPOSED MINUTES OF THE NOVEMBER 6, 2023 REGULAR MEETING**

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

**I. Call to Order**

Commission Hodge called the meeting to order at 6:34 p.m. at the Ypsilanti Township Civic Center.

**II. Roll Call**

**Commissioners Present:** Jeff Neel, Darrell Kirby, Ed Burnett, Brad Hine, Tajalli Hodge, Starr Smith

**Commissioners Not Present:** David Streeter

**Staff Present:** John Hines

**III. Determination of Quorum**

Quorum present.

**IV. Approval of Agenda**

Motion to approve agenda made by Neel

Seconded by Smith

Motion Carried Unanimously

**V. Approval of Minutes** –Approval of October 2, 2023 Regular Meeting

Correction to Oct minutes: Hodge presiding changed to Streeter.

Motion to approve minutes made by Kirby

Seconded by Smith

Motion Carried Unanimously

**VI. Citizens Participation**

None.

**VII. Reports**

**A. Staff Reports**

John Hines, Municipal Services Director.

1. Recreation Services Manager posted (John's former position) and have 6 applications. Hope to interview finalists and choose candidate soon.
2. Community Center: Stantek received only one bid but the bid was too high and so was rejected by Board of Trustees. Perhaps the scope was too complex so will revisit requirements in advance for posting new bids. (Three areas of priority: Dance studio, Senior's room, and Head Golf Office. Sanitary line repair: have decided to dig new line - projected 1 year completion to include 6 bathrooms and new lines installed.)
3. Lakeview Park: shelter will be replaced. Support beams are corroded and so just replacing roof will not help. Area is fenced off.
4. Ford Heritage Park: plans to refurbish playscape surface and add bathrooms. Cost of bringing water into the park is higher than expected.
5. Shelter roofs will be replaced at West Willow Park and Ford Lake Park (4 shelters). Went to Board for bid approval. Hope to post bids by November 28 and have bids decided by December. Will also schedule community engagement meetings to determine priorities at these parks.

6. Burns Park citizens engagement scheduled for Nov. 27 at Township offices. Spicer to give presentation, solicit feedback.
7. Green Oaks Golf Course: bid out for bathrooms renovations and golf maintenance garage. PPM currently working to replace dead trees and limbs. Plan to put money into account for annual preventative maintenance.

**B. Commissioner Reports**

None.

**VIII. Unfinished Business**

None.

**IX. New Business**

Master Plan: final draft presented to Park Board. Board members are pleased by layout and analysis and recommend approval to the Board of Trustees.

**X. Announcements**

None.

**XI. Recommendations**

Motion to submit the new Five-Year Master Plan for approval to the Board of Trustees for the December meeting made by Kirby

Seconded by Burnett

Motion Carried Unanimously

**XII. Adjournment**

Motion to adjourn: Hine

Seconded: Smith

Meeting Adjourned at 6:48 p.m.

Minutes taken and prepared by Jeff Neel, Secretary



**CHARTER TOWNSHIP OF YPSILANTI  
PARK COMMISSION  
PROPOSED MINUTES OF THE JANUARY 8, 2024 REGULAR MEETING**

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

**I. Call to Order**

Commission Hodge called the meeting to order at 6:31 p.m. at the Ypsilanti Township Civic Center.

**II. Roll Call**

**Commissioners Present:** Jeff Neel, Tajalli Hodge, Darrell Kirby, Ed Burnett, David Streeter

**Commissioners Not Present:** Starr Smith, Brad Hine

**Staff Present:** John Hines

**III. Determination of Quorum**

Quorum present.

**IV. Approval of Agenda:**

Motion to approve agenda made by Kirby

Seconded by Streeter

Motion Carried Unanimously

**V. Approval of Minutes** –Approval of Minutes for November and December of 2023. Not included in packet so postponed till February meeting.

**VI. Citizens Participation**

None.

**VII. Reports NA**

**A. Staff Reports**

John Hines, Municipal Services Director.

1. Will repost job for Recreation Services Manager. Two finalists declined to move forward.
2. Will post position for Assistant Municipal Services Director to help with workload and report to Director Hines.
3. Community Center bid will be revised and hope to submit to Board of Trustees for review/discussion on January 26 and approved no later than February 6.
4. Green Oaks bathroom project needs to be re-bid. No vendor met bid parameters.
5. Received bids for Ford Lake Park and West Willow shelters (7 bids) and Community Center and Clubview tennis court (5 bids). Meeting with MDNR week of January 8<sup>th</sup> to discuss bids which are coming in 40% higher than projected/allotted for in grants.
6. New Community Events Manager, Robin Castle Hine, started as of January (Rosie Show, Jazz Fest, etc.) Opportunity to work with more local vendors.

**B. Commissioner Reports**

None.

**VIII. Unfinished Business**

None.

**IX. New Business**

**Nominations of Officers**

- Chair: Darrell Kirby nominated Tajalli Hodge, who accepted. Unanimously approved.
- Vice Chair: Tajalli Hodge nominated David Streeter, who accepted. Unanimously approved.
- Secretary: Ed Burnett nominated Jeff Neel, who accepted. Unanimously approved.
- Treasurer: David Streeter nominated Darrell Kirby, who accepted. Unanimously approved.

**Meeting Dates for 2024**

Motion to accept dates below for Parks Board meeting made Darrell Kirby

Seconded by David Streeter.

Motion Carried Unanimously

- January 8
- February 5
- March 4
- April 1
- May 6
- June 3
- July 1
- August 5
- September 9 (Labor Day observed September 2)
- October 7
- November 4
- December 2

**Park and Recreation Master Plan: John Hines**

Major change to the submitted plan is to list all grants and proposed/existing projects that are in place at each park.

Recommendation that the suggested changes be incorporated into the revised Master Plan and then submitted to the Board of Trustees.

David Streeter made motion to submit the revised Master Plan.

Ed Burnett seconded

Motion Carried Unanimously

**X. Announcements**

None.

**XI. Recommendations**

Commissioner Hodge asked that Director Hines provide at the next Board meeting a presentation of the current budget, existing and proposed grants, and update on project status. John Hines agreed.

**XII. Adjournment**

Motion to adjourn: Jeff Neel

Seconded: David Streeter

Meeting Adjourned at 6:50 p.m.

Minutes taken and prepared by Jeff Neel, Secretary