
**Park
Commission**

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



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

Commissioners:
Edward Burnett
Darrell Kirby
Star Smith

Park Commission

**YPSILANTI TOWNSHIP PARK
COMMISSION**

REGULAR MEETING

Date: Monday, March 4, 2024

Time: 6:30 P.M.

LOCATION

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

**CHARTER TOWNSHIP OF YPSILANTI
PARK COMMISSION
APPROVED 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 8th 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.

**CHARTER TOWNSHIP OF YPSILANTI
PARK COMMISSION
PROPOSED MINUTES OF THE FEBRUARY 5, 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, Brad Hine, David Streeter

Commissioners Not Present: Starr Smith, Ed Burnett

Staff Present: John Hines, Robin Castle-Hine

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 –Approval of Minutes for January 2024.

Motion to approve agenda made by Hine

Seconded by Kirby

Motion Carried Unanimously

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

Motion to approve agenda made by Streeter

Seconded by Hine

Motion Carried Unanimously

VII. Citizens Participation

None.

VIII. Reports NA

A. Staff Reports

B. Robin Castle – Hine, Community Events Manager.

Posting summer job opening starting Feb.15, hiring in March.

Planned Events: 2 car show (one at Ford Lake Park on 6/22, another on 8/24); Trunk or Treat in October, Corn Hole Tournament - TBD. Jazz Fest - TBD

John Hines, Municipal Services Director.

1. Reiterated request for seasonal help.
2. Will repost job for Recreation Services Manager. Closes Feb. 24 and hope to have finalists soon after.

3. Will post position for Assistant Municipal Services Director to help with workload and report to Director Hines.
4. Planning comprehensive maintenance review of parks and equipment before opening of parks for summer.
5. Master Plan submitted to Board of Trustees and approved.

B. Commissioner Reports

None.

IX. Unfinished Business

None.

X. New Business

John Hines, Municipal Services Director.

Current Projects Status and Updates. See attached spreadsheet for more details.

ARPA Funded Projects

- 1) West Willow Park Improvements – roof and shelter repairs
- 2) Burns Park Park Improvements - \$\$ targeted for walkways
- 3) Community Center Bathrooms – Decima to do construction work
- 4) Ford Heritage Play Surface – pricing for fixes and wood chips
- 5) Two Buses 50 & Beyond – approved by Board of Trustees
- 6) Bathroom Facilities Ford Heritage – very expensive, may need additional funds
- 7) Bathroom Facilities Green Oaks – out for bids and those due soon
- 8) LED Lights Ball Fields CCP – adding lighting to 2 more fields
- 9) Ford Lake Park Shelter Improvements – awarded but price is higher than expected
- 10) Lakeside Park Shelter Improvements – can bathrooms be saved or must they be replaced?
- 11) Civic Center Pond Lining -bids under review
- 12) Civic Center Parking Lot – RFP to be reviewed by BoT

MDNR Projects

- 1) Clubview Tennis Courts – should be approved by BoT. Spring/Summer construction
- 2) Community Center Park Tennis Courts – project over bid amount, needs additional funding

Insurance Projects

- 1) Community Center Repair – will recommend to BoT that Decima be contracted for repairs
- 2) Civic Center Carport – under review

Other Grants and Projects

- 1) EECBG – proposal for RFP to BoT to replace HVAC at Community Center
- 2) County CDBG – Appleridge – meeting with Spicer to determine scope
- 3) Ridge Road – OHM contracted to work on AAATA bus stop
- 4) Appleridge Well – installed and paid. Awaiting county permit

XI. Announcements

None.

XII. Recommendations

None.

XIII. Adjournment

Motion to adjourn: Neel

Seconded: Hine

Meeting Adjourned at 7:09 p.m.

Minutes taken and prepared by Jeff Neel, Secretary