



**CITY OF ANN ARBOR – PARKS ADVISORY COMMISSION
MEETING MINUTES
October 21, 2008**

The regular meeting of the Park Advisory Commission was held on Tuesday, October 21, 2008 at 4:00 p.m. in the Council Chambers located in City Hall, 100 N. Fifth Avenue, Ann Arbor, Michigan.

I. The meeting was called to order at 4:10p.m. by Chair, L. Berauer.

II. Roll Call:

Members Present: (8) L. Berauer, B. Macomber, D. Barrett, J. Lawter, G. Nystuen, S. Rosencrans, T. Berla, S. Offen

Ex-Officio Members Present: (2) S. Kunselman, M. Anglin

Ex- Officio Members Absent: (0) None.

Members Absent: (1) J. Grand

Staff Present: (8) C. Saam, J. Dehring, D. Borneman, M. Warba
A. Kuras, L. Bowen, C. Smith

Guest(s) (3) Jeff Deboer, Jonathan Lutz, Jim Baker

APPROVAL OF AGENDA – Commissioner Berauer asked the Commission if there were any changes, there were none. The agenda was approved.

PUBLIC COMMENTARY - AGENDA ITEMS (3 Minutes per Speaker)

A - APPROVAL OF MINUTES

A-1 Commissioner Nystuen moved, supported by **Commissioner Rosencrans** to approve the minutes of the September 16, 2008 meeting with the noted corrections on page 4, lines 170 and 173, page 13, lines 601 and 606. The minutes of October 21, 2008 were approved unanimously.

SPECIAL PRESENTATIONS

The Ann Arbor Rowing Community

L. Berauer stated she was very pleased that there was a representative from the Pioneer High School Parents Rowing Association present at the meeting.

50 **Jeff Deboer** spoke on this issue as well as explaining a power point and video presentation
51 to the Commission.

52
53 J. Deboer stated that he is the President of the Rowing Club Board of Directors. The Rowing
54 Club is the parent group that runs the Varsity Rowing program at Pioneer High School. He
55 added that he would like to approach the presentation from the standpoint of the rowing
56 community, stating that the rowing community encompasses several different rowing groups
57 in addition to the high schools.

58
59 The overall goal is to understand what rowing means to the city of Ann Arbor and who is
60 participating in this program. In addition he wants to explain the scholastic rowing
61 programs, the environmental stewardship and their commitment to the community as
62 rowers.

63
64 Rowing is a sport where the rower's row against each other in rivers and waterways. The
65 sport can be both recreational and competitive but in competition the raw fitness plays a
66 larger role in the sport. Rowing is one of the oldest Olympic sports and in the United States
67 is usually referred to as crew. Mr. Deboer proceeded to explain each slide in the
68 presentation.

69
70 There are approximately 600 rowers in our community, equating to about 40,000 times in
71 the water. Rowers represent the largest and most intensive group in our rivers along with
72 fishermen and kayak users. The Ann Arbor Rowing Club's mission is to bring rowing to the
73 entire community. According to Mr. Deboer rowing appeals to all ages and there are
74 approximately 225 annual memberships.

75
76 The Ann Arbor Rowing Club shares the boathouse with both of the high schools.. The club
77 started in 1976 and as the years progressed they combined organizations in 1993.

78
79 Rowing is a co-ed varsity sport in the high schools and approximately 200 students are
80 participating in the fall and spring programs. Many of them also row in the summer and
81 practice during the winter season.

82
83 The varsity rowing teams are managed by parent organizations. They receive a portion of
84 the funding through the public schools but are mostly self-funded through general
85 assessments from parents and fundraising. There is a board of directors and they are
86 governed by by-laws. Parents are significantly involved in the process from preparing and
87 administering budgets to providing transportation.

88
89 Combined between the two high schools there is approximately \$600,000.00 worth of
90 equipment. If the Ann Arbor Rowing Club and the University of Michigan's equipment are
91 combined then there is approximately \$1,000,000.00 worth of equipment. It is a very
92 equipment intensive sport.

93
94 Crew is one of the ultimate team sports in terms of working together and developing
95 sportsmanship. Many of the rowers are also scholars and rank second in terms of
96 academic standing.

97
98
99

100 Many of the high school rowers go on to some of the best colleges in the country.
101
102 In terms of environmental stewardship they feel very strongly about protecting and
103 maintaining our waterways. One of the parents is organizing youth in work groups to keep
104 the environment great and vital for everyone.
105
106 One of the venue requirements for rowing is access. Access is important in terms of youth
107 rowing in the community as well as proximity to the high schools, launching the boats,
108 storing all of the equipment and suitable infrastructure such as sheds and parking. The
109 length and width of the waterways are critical and distance is also important for training.
110
111 **B. Macomber** asked what the average cost was to participate in this sport.
112
113 **J. Deboer** stated the general assessment at Pioneer High School was approximately
114 \$580.00 in addition to a travel assessment cost that is determined by which events are
115 attended and is offset by some money from the school. Costs vary from season to season
116 depending on how many students are participating. There are fund-raisers that assist in
117 deferring costs.
118
119 **Jack Baker** stated there is a scholarship program available at Huron High School. They do
120 about \$50,000.00 a year in fundraising to defer the cost. The fees are approximately
121 \$275.00 and 14% of the students are on scholarships. Our goal as a board is not to
122 exclude anyone based on ability to pay.
123
124 **B. Macomber** asked if Pioneer High School has a scholarship program as well.
125
126 **J. Deboer** stated yes and they want to make sure that every student that wants to enroll in
127 the rowing program is able to participate.
128
129 **S. Offen** asked why the University of Michigan women's team row in Belleville, Michigan.
130
131 **J. Deboer** stated part of the reason is due to Title 9. The women's team is very well funded
132 by the University of Michigan, built their own clubhouse and has a very separate program
133 and receives hundreds of thousands of dollars. The men's team is not nearly as well
134 funded.
135
136 **S. Offen** asked if the men's team is a varsity sport.
137
138 **J. Deboer** stated it is a varsity club sport.
139
140 **S. Offen** asked if Skyline chooses to have a rowing team if there would be enough
141 opportunity, space and time for a third high school to compete.
142
143 **J. Deboer** stated that if the third high school chooses to participate, no doubt there would
144 be rowers lost from the other two high schools and says it is hard to predict.
145
146 **S. Kunselman** asked for an explanation regarding the seven-year lease and if the club is
147 leasing with the City.
148

149 **J. Deboer** stated originally there was a fifteen-year lease from the City and that there could
150 be approximately seven years left on the lease.
151

152 He is not sure when there would be re-negotiation and who would take the lead on this
153 issue.
154

155 **S. Kunselman** stated he is in total support of this activity continuing. He asked how the
156 University of Michigan figures into this, in terms of the lease.
157

158 **J. Deboer** stated they have their own building.
159

160 **S. Kunselman** asked what happens with Skyline and if there is space in the region for
161 regattas.
162

163 **J. Deboer** stated there is not enough space for regattas. They go to Wyandotte frequently
164 to row in the Detroit River. They have been to the Metroparks, which is northeast of Ann
165 Arbor and also in Grand Rapids, Michigan to participate in the events.
166

167 **J. Lawter** stated his son crewed for Pioneer High School a number of years ago before it
168 was a varsity sport and can attest to the dedication and commitment to the sport.
169

170 **T. Berla** asked about the environmental issues as it relates to the water and the weeds also
171 expressing concerns about motor boat use in the river.
172

173 **J. Deboer** stated the launches have motors on them and knows the clubs are converting to
174 four-cycle in June.
175

176 **T. Berla** asked if the coaches use motor boats.
177

178 **J. Deboer** stated yes, to follow the rowers.
179

180 **L. Berauer** asked when the University of Michigan women's team moved to Belleville.
181

182 **J. Deboer** stated the mid-nineties.
183

184 **L. Berauer** asked if there is an overarching body or representatives from each group that
185 get together regularly to negotiate the practice times.
186

187 **J. Deboer** stated that the coaches primarily work that out.
188

189 **Mike Taft** (Huron High School Coach) stated there is an organization called the
190 Organization for Ann Arbor Rowing referred to as O.A.A.R., the umbrella body for rowing in
191 the City. That organization meets every month to discuss various issues related to
192 practices, use of the resource, incidents, safety and courtesy on the waterways. They are
193 looking into several different devices to cut costs.
194

195 **T. Berla** asked if a list could be sent to the Commission regarding the upcoming plans.
196
197

198 **D. Barrett** stated the children are learning more than rowing but important lessons in life as
199 well.
200
201 Whitewater: Past, Present and Future
202
203 **J. Lutz** presented a detailed power point presentation regarding whitewater kayaking in this
204 area.
205
206 There are four main types of white water kayaking and they are: river running; which is a
207 tour down the river, creeking; which is not an opportunity in this area, slalom; an Olympic
208 sport which could potentially be a part of the white water scene in Ann Arbor and
209 playboating; which is working with the dynamic force of the river to perform maneuvers, surf
210 on a wave or park in water features and perform certain moves.
211
212 Whitewater kayaking is not defined by the type of boat used. A whitewater kayak can be
213 short. Kayaks can be used almost anywhere to paddle across a lake.
214
215 The average membership over the last 12 years is approximately 70 people; those are
216 people who pay dues regularly and are in a full membership category. With this membership
217 you have certified instructors who give instruction at the North Campus Recreation Building
218 during the winter. The Huron River is a regional resource for many groups to paddle certain
219 water features.
220
221 The Huron River has features defined as a rapid which is 100 to 200 yards long or a
222 standing wave in the river.
223
224 Sites may not be fully maintained; rocks are displaced and in some cases create new
225 features. There are a couple of examples where there are features created that are not
226 maintained, Tubbs Road and Delhi Metro parks are to name a couple that those who live in
227 Michigan enjoy. As long as there is enough water in the river, whitewater is a year long
228 sport.
229
230 People are willing to drive a great distance to be able to enjoy this sport. Pennsylvania is
231 the most popular site to visit. Slippery Rock Creek is usually the first out of state trip taken
232 when learning to be safe in the water, getting in and out of your kayak and how to roll. In the
233 spring people go out on the Huron River and learn how to perform in moving water.
234
235 There are artificial whitewater sites. Grand Rapids, Michigan is now considering recreating
236 their natural rapids on the Grand River and possibly incorporating a white water park.
237
238 Flint, Michigan is looking at a dam removal and the possibility of creating a white water park.
239
240 Dayton, Ohio has not successfully funded a white water park, but other cities in Ohio have
241 utilized old mill sites or rivers and brown fields and turned them into nice places.
242
243 The addition of whitewater features installed in the vicinity of the dam would certainly be
244 supported.
245
246

247 **S. Offen** asked how large of an area would be needed for the features for the whitewater
248 sport.
249
250 **J. Lutz** explained exact numbers cannot be given due to the lack of information regarding
251 the distance between the water level above and below the dam being unknown in terms of
252 whitewater.
253
254 **S. Rosencrans** asked for an explanation regarding membership.
255
256 **J. Lutz** stated 70 members have been the average number of full membership over the past
257 twelve years.
258
259 **L. Berauer** asked if the purpose of doing the pool practice could be explained.
260
261 **J. Lutz** explained that depending on the type of kayaking that is being done, park and play
262 playboating resembles how a surfer would master surfing on the ocean. It can be done in
263 one spot or down the course of the river. There are no giant boulders or steep gorges in the
264 pool and practicing there are for safety purposes. Learning strokes and learning how to roll
265 are essential to safety.
266
267 **L. Berauer** stated this would be Stephen Kunselman's last meeting with the Park Advisory
268 Commission.
269
270 **S. Kunselman** expressed his pleasure serving on the Park Advisory Commission. He
271 stressed the importance in completing the Skate Park project.
272
273 **G. Nystuen** expressed her appreciation for S. Kunselman's advocacy for getting people
274 involved in various sports.

275
276 **PUBLIC HEARING**

277
278 **B - UNFINISHED BUSINESS**

279
280 **B-1 West Park Public Meeting Update**

281
282 **L. Berauer** stated West Park is a major, large park in the city and any
283 developments are monitored closely.

284
285 **A. Kuras** stated there have been two public meetings and a series of
286 upcoming public meetings will be held to further discuss the master plan and
287 the storm water features.

288
289 A plan explaining the demographics and future changes of West Park was
290 explained in detail to the Commission including the reconfiguration of the
291 parking lot to make it more efficient. She then handed out the meeting
292 minutes.

293
294 **L. Berauer** asked when the consultant's feasibility report on storm water
295 would be completed.
296

297 **A. Kuras** stated the consultant's report is not complete at this time.

298
299 **L. Berauer** asked if results would be ready early next year.

300
301 **A. Kuras** stated the design work will continue through the winter and
302 at this time there is no completion date.

303
304 **L. Berauer** asked if \$200,000.00 was currently earmarked for the next year.

305
306 **G. Nystuen** asked about the turnout at the meetings.

307
308 **A. Kuras** stated approximately 40 people attended both meetings.

309
310 **S. Offen** asked if the storm water management plan was just for West Park.

311
312 **A. Kuras** stated yes.

313
314 **S. Offen** asked if the upstream areas would be affected.

315
316 **A. Kuras** stated the upstream areas would not be affected and they would not
317 address the underground infrastructure.

318
319 **S. Offen** asked about the condition of the band shell.

320
321 **A. Kuras** stated the earlier restorations included the rebuilding of the arch and
322 filling in the non-functioning restrooms.

323
324 The residents in the surrounding areas have requested that there be more
325 activities in West Park. There were no complaints regarding the noise level,
326 which in previous years posed a concern.

327
328 A meeting was held at Miller Manor, resulting in residents requesting better
329 visual and physical access to the park as well as the band shell.

330
331 **J. Lawter** asked if there was mention of having another off leash Dog Park
332 area at West Park.

333
334 **A. Kuras** stated the residents did not support the idea of another off leash
335 Dog Park at West Park.

336
337 **M. Anglin** expressed he was pleased with the way A. Kuras handled the
338 participants that were present at the public meeting. The residents living in the
339 surrounding area take pride and stewardship of the park. However, flooding
340 has been a major concern.

341
342 **A. Kuras** stated there would be at least one more public meeting to see what
343 is feasible and to insure that over the years a master plan could be
344 implemented.

347 There was a piece of the storm water that has been addressed since last
348 winter. The flooding in one section was alleviated by adding one more pipe
349 underground.

350
351 **T. Berla** mentioned the importance of the baseball diamond in West Park as
352 well as having activities in the winter season at the playground.

353
354 **A. Kuras** stated there were comments at the public meeting regarding the
355 playground being available year round.

356
357 **T. Berla** stated there were suggestions that the shuffle board court should be
358 repaired, to allow the residents at Laurie Terrace and Miller Manor to have the
359 ability to use them.

360
361 The shuffle board court is located in a flat area and could be used as a site for
362 the game of Petanque.

363
364 **L. Berauer** expressed the importance of senior citizens having the ability to
365 also enjoy the facilities.

366
367 **T. Berla** stated comments were made regarding people that are wheelchair-
368 bound having better access to the park. This will also enable them to take
369 advantage of activities including events at the band shell.

370
371 **D. Barrett** asked how feasible it is to apply for grants for improvements and
372 changes to West Park.

373
374 **A. Kuras** stated in the past there has been money available for storm water.

375
376 The minutes and diagrams from the first public meeting were distributed to the
377 Commissioners.

378
379 **L. Berauer** expressed her excitement at the upcoming improvements and
380 changes at the park.

381
382 **A. Kuras** stated she rediscovered how beautiful West Park is for the
383 community.

384
385 **B-2** Park Advisory Commission By-Laws

386
387 **L. Berauer** stated that the by-laws can be amended at any time with a majority
388 vote but proposed changes must be in writing one meeting before the actual
389 vote. The proposed amendments were reviewed and discussed by the
390 Commission.

391
392 The key points of the amendments that were suggested at the last meeting
393 were read and discussed in detail (**see below**) and the Commission will vote at
394 the next meeting.

395
396

397 **Proposal for Amending the By-Laws of the Park Advisory Commission**

398
399 **Initially presented at the October 21, 2008 Park Advisory Commission meeting**

400
401 Whereas, Article IX Section 1 of the By-Laws of the Park Advisory Commission states that
402 “These By-Laws can be amended at any regular meeting of the Park Advisory Commission
403 by the concurring vote of six (6) members, provided that the amendment has been
404 submitted in writing at the previous regular meeting”;

405
406 Whereas, the current By-Laws contain outdated references to the “Superintendent of the
407 Department of Parks and Recreation,” a position that no longer exists;

408
409 Whereas, the Leslie Science Center has evolved from a unit of the Ann Arbor Parks system
410 to an independent non-profit organization and has changed its name to the "Leslie Science
411 and Nature Center" and has an independent Board of Directors;

412
413 Whereas, Article VI Section 7, “Order of Meeting,” does not accurately reflect established
414 practice;

415
416 Whereas, the Park Advisory Commission has always and will continue to appoint a
417 representative to the Environmental Commission as a voting member and liaison;

418
419 Whereas, Article 3 of the By-Laws state that the purpose of the Park Advisory Commission
420 shall be to provide a consistent and formal opportunity for public involvement and
421 perspective regarding community park and recreation services and to provide advisory
422 recommendations to the Manager of Parks and Recreation Services, the City Administrator,
423 and the Council regarding, among other things, the annual operating budget, the annual
424 capital improvement budget, and capital improvement and acquisition funding, including
425 millages, bond issues, Park Foundation or related programs;

426
427 Whereas, because of the responsibility of the Park Advisory Commission to provide
428 recommendations pertaining to a sizable budget funded by general funds and special
429 millages and its fiduciary responsibility to the public regarding the disposition of tax-
430 generated monies, it is critical that the Commission have a designated member with some
431 experience or expertise in budgeting and accounting to lead the Budget Committee;

432
433 Whereas, giving responsibility to an official of a commission via election by the entire body
434 and accepting such responsibility confers greater weight and credibility on the position;

435
436 Therefore, be it resolved:

437
438 Resolved, that all references to the “Superintendent of the Department of Parks and
439 Recreation” be replaced with “Manager of Parks & Recreation Services”;

440
441 Resolved, that Article VIII Section 9 of the By-Laws referencing the Leslie Science Center
442 Advisory Committee as a standing committee of the Park Advisory Commission be deleted;

446 Resolved, that Article V Section 6 of the By-Laws stating that “The representative of the
447 Leslie Science Advisory Committee shall be elected by the majority of its members present
448 at the September meeting. The representative shall serve as liaison to the Park Advisory
449 Commission in accordance with the by-laws of the Leslie Science Center Committee” be
450 replaced with “A Park Advisory Commissioner shall serve on the Leslie Science and Nature
451 Center (LSNC) Board of Directors at the invitation of the LSNC Board and shall serve as a
452 liaison to the Park Advisory Commission in accordance with the by-laws of the LSNC
453 Board”;

454
455 Resolved, that Article VI Section 7, “Order of Meeting,” be amended as follows:

- 456 A. Call to Order
- 457 B. Roll Call of Members
- 458 C. Approval of the Agenda
- 459 D. Public Commentary
- 460 E. Approval of Minutes
- 461 F. Special Presentations
- 462 G. Public Hearing
- 463 H. Unfinished Business
- 464 I. New Business
- 465 J. Commission Proposed Business
- 466 K. Report from Parks and Recreation Manager
- 467 L. Report from Manager of Field Operations or Deputy
- 468 M. Report from Recreation Advisory Commission
- 469 N. Reports from Relevant Commissions, Committees, Boards and/or Task Forces
- 470 O. Second Public Commentary
- 471 P. Adjournment
- 472
- 473

474 Resolved, that a new Section be inserted after Article V Section 6 that reads “The Park
475 Advisory Commission representative to the Environmental Commission shall be elected by
476 the majority of PAC members present at the September meeting. The representative shall
477 serve as a liaison to the Park Advisory Commission in accordance with the by-laws of the
478 Environmental Commission”;

479
480 Resolved, that Article V Section 1 be amended to read “The officers shall be a Chair, Vice-
481 Chair, and Budget and Finance Officer”;

482
483 Resolved, that a section be added after Article V Section 4 to read “The Budget and
484 Finance Officer shall be elected by the Majority of members present each September for the
485 same term as the Chair”;

486
487 Resolved, that a section be added after Article V Section 5 to read, “Should the Budget and
488 Finance Officer resign during the term of office, at the first regular meeting of the
489 Commission thereafter, the Commission shall elect a new Budget and Finance Officer”;

490 Resolved, that Article V Section 7 be amended to read “Should the office of Chair, Vice-
491 Chair, and Budget and Finance Officer be vacant.”

492
493 Resolved, that these changes to the By-Laws become effective after approval by a majority
494 of Park Advisory Commissioners.

495

496 The document refers to the previous position of the Superintendent of the
497 Department of Parks and Recreation, which no longer exists. The first
498 suggestion is to replace the title of Superintendent of the Department of Parks
499 and Recreation with the Manager of Parks and Recreation Services.
500

501 The second is pertaining to the Leslie Science Center, in the past the Leslie
502 Science Center Advisory Commission was considered a standing committee
503 of the Park Advisory Commission. Now that the Leslie Science and Nature
504 Center is an independent non-profit organization there is no longer a need for
505 the Leslie Science Center Advisory Commission to remain as a standing
506 committee of the Park Advisory Commission.
507

508 The suggestion is to delete the entire paragraph that references the Leslie
509 Science Center Advisory Commission as a standing committee and replace it
510 with the language listed in the Proposal for Amending the By-Laws of the Park
511 Advisory Commission.
512

513 **L. Berauer** asked S. Offen if this is a voting seat and if the language should be
514 inserted in the by-laws.
515

516 **S. Offen** stated yes this is a voting seat, and that he did not think the language
517 needed to be inserted.
518

519 **L. Berauer** stated the order of the meeting in the by-laws does not reflect how
520 it is being done at the present time; however the Commission is in agreement
521 to how meetings are being conducted.
522

523 New language pertaining to the order of the meeting and adding what was
524 missing from the current by-laws will be discussed and decided upon by the
525 Commission. .
526

527 L. Berauer suggested a new section be added in the by-laws to reference the
528 Park Advisory Commission representative who serves on the Environmental
529 Commission. G. Nystuen is currently a voting member on the Environmental
530 Commission.
531

532 **S. Rosencrans** asked if the revisions to the by-laws are discussed every
533 September.
534

535 **L. Berauer** stated yes and there is no suggestion that there is a term limit.
536 The Commission will annually revisit if the person currently serving is still
537 interested and then the Commission will vote on whether to retain that person
538 or elect another representative.
539

540 The final item in Article 3: L. Berauer suggested that the Commission have a
541 designated member with some expertise in budgeting and accounting to lead
542 the budget committee.
543
544

545 Insert a section after Article 5, Section 4 (see language above from proposal
546 for amendments) into by-laws. The Commission discussed the election of the
547 Chair and Vice-Chair. Article 5, Section 7 will be amended to add the Budget
548 and Finance Officer to the list of other officers which are the Chair and Vice-
549 Chair.

550
551 At the last meeting there was a discussion of this concept, however, there was
552 not unanimous support of the idea from Commission members. This topic was
553 reopened for the Commission to discuss.

554
555 **S. Rosencrans** asked if when City Council is in the process of appointing
556 members to the Parks Advisory Commission if the person chosen could have
557 a financial background. Is someone is chosen to be a member on the
558 Commission, can this person be elected to the position of Budget and Finance
559 Officer.

560
561 **L. Berauer** stated yes the individual would have to be elected and it is the
562 responsibility of the Chair to notify the Mayor when there is a vacancy so that
563 an individual that has financial background can possibly be chosen.

564
565 L. Berauer stated she does not expect someone to have a specific degree in
566 the financial realm, but to have a background in finance would be an asset to
567 the Commission.

568
569 **J. Lawter** stated he supports the idea of having someone with a financial
570 background in that title, however he does not agree that the Commission
571 specifically recruits someone.

572
573 **B. Macomber** asked if someone was recruited for the Environmental
574 Commission.

575
576 **L. Berauer** stated in the past the appointment was based on a Commission
577 member having the expertise or interest in the position.

578
579 **B. Macomber** stated the level of expertise needed to follow finance and
580 budget issues falls into the category of interest but not necessarily someone in
581 that field.

582
583 **L. Berauer** asked if B. Macomber was suggesting that the Commission does
584 not need to specifically recruit anyone.

585
586 **G. Nystuen** stated that recruitment was unnecessary and asked L. Berauer if
587 the Chair and Vice-Chair discuss prospective Commission appointees with the
588 Mayor.

589
590 **L. Berauer** stated the Mayor makes his own suggestions regarding
591 appointees to the Commission.

594 **J. Lawter** stated an appointee with a financial background could be discussed
595 informally with the Mayor but not added to the by-laws.
596

597 **L. Berauer** stated that someone who has been on the Park Advisory
598 Commission for a period of time and is familiar with the budget could develop
599 the ability to perform this duty.
600

601 **C. Smith** asked for a detailed explanation of the last “whereas” from the
602 Commission in the Proposal for Amending the By-Laws of the Park Advisory
603 Commission.
604

605 **G. Nystuen** explained the person who serves on the Environmental
606 Commission is a liaison; however, the person that is chosen for the position of
607 Budget and Finance Officer will be an actual officer.
608

609 **L. Berauer** stated the Budget and Finance Officer would be an official who
610 would join the Chair and Vice-Chair as an elected officer of the Park Advisory
611 Commission. However, the Environmental Commission representative is a
612 liaison to another body.
613

614 **J. Lawter** stated an important distinction is that there is not a Budget, Finance
615 Board or Commission.
616

617 **S. Rosencrans** asked if the Budget and Finance group is a task force or a
618 standing committee, and if it is a standing committee is it following the proper
619 designations.
620

621 **L. Berauer** stated she would consider the Budget and Finance Committee a
622 standing committee.
623

624 **B. Macomber** expressed her appreciation to the Chair for the language in the
625 proposed amendments and is in full support.
626

627 The duties of the Chair are quite extensive and it would be difficult for the
628 Chair to follow the financial aspects for the Commission.
629

630 **L. Berauer** stated the Resolution for the proposed amendments would be
631 included in the next packet with the cover memo. The official vote on the
632 Resolution as well as who will fill the position, will be voted on at the next
633 meeting.
634

635 **C. Smith** asked if the proposed amendments should go to City Council.
636

637 **L. Berauer** read the by-laws as it pertains to proposed amendments.
638

639 **S. Offen** stated that the Park Advisory Commission should be entitled to make
640 its own operating rules and should not have to go before City Council.
641
642

643 **L. Berauer** stated that the Commission is not changing anything in terms of
644 the parameters of authority.

645
646 **B-3** Park Operations Budget FY2008

647
648 **B. Macomber** asked if the variances from the cost center reports were
649 explained.

650
651 **C. Smith** stated that specific questions asked by S. Offen could now be
652 answered.

653
654 One of the questions pertained to the debt service. The answer is that it was
655 for the Wheeler Center construction.

656
657 **S. Offen** asked if the Wheeler Center is the recently constructed facility.

658
659 **C. Smith** stated yes, it is a maintenance facility where different operations are
660 located including Park Operations. These expenses are now covered in the
661 mileage in Fund 071 under the maintenance-operating portion of the budget.

662
663 In the past there were activities that would have been funded from the general
664 fund. The day-to-day activities are now funded by Fund 071.

665
666 **G. Nystuen** asked if the blank items seen on the cost center reports have
667 been shifted to the mileage.

668
669 **C. Smith** stated yes.

670
671 **L. Berauer** asked if Field Investigation could be explained.

672
673 **C. Smith** stated the Field Investigation item is unclear.

674
675 **M. Warba** stated the Field Investigation would pertain to the Forestry side of
676 the equation.

677
678 In the fiscal year 2006-2007 to 2007-2008 the budget was divided into Field
679 Operation, Park Operation and Forestry side. As the numbers are calculated
680 certain anomalies are revealed.

681
682 On the administrative side of the equation in 2006-2007 the budget was
683 \$1,000,063.00, and in 2007-2008 the budget is reduced to \$554,000.00 which
684 explains the dramatic change is due to the use of two operating budgets as
685 opposed to using one operating budget.

686
687 Right of way and street trees are part of the general fund and are not a
688 mileage function.

689
690 **G. Nystuen** asked why tree trimming and tree planting is not appearing on this
691 list of functions for 2005–2006.

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693 **C. Smith** stated he would clarify this question at a later date.

694
695 **S. Offen** asked why \$19,000.00 is allocated in account 6139 for park security
696 when in the past more than \$80,000.00 was allocated.

697
698 **C. Smith** stated that in previous years there was a Park Ranger.

699
700 **M. Warba** stated there was an accrued balance when the Park Ranger
701 position was eliminated.

702
703 **S. Offen** asked why the amount allocated in 2007-2008 for the maintenance of
704 the athletic fields is only \$23,000.00.

705
706 **C. Smith** stated the snow and ice control was a huge expense in the winter.

707
708 **S. Offen** asked if a comprehensive revenue and expense report that combines
709 the different funds be provided and explained to the Commission.

710
711 **C. Smith** stated that with the new millage and expenses being allocated to
712 different funds that the reports could use more clarity.

713
714 **S. Offen** stated it is important to see how the money is actually spent.

715
716 **B. Macomber** expressed concern regarding the money that was allocated for
717 the repairs of the athletic fields and very strongly seconded S. Offen's request
718 for clarification of how, when and where the money is being spent.

719
720 **C. Smith** stated the quarterly forecast is forthcoming.

721
722 **G. Nystuen** asked if Fund 071 information for Park Operations will be included
723 in the next set of cost center reports.

724
725 **M. Warba** stated Forestry's operating budget was not passed out at this
726 meeting.

727
728 **B. Macomber** stated the Finance and Operations Committee will be meeting
729 with staff and suggested one of the ways that would be helpful in moving
730 forward would be to break out the millage into more detail since many
731 expenses have been transferred into the millage.

732
733 **D. Barrett** asked for an explanation of Cultural Arts which appears on the cost
734 center reports.

735
736 **M. Warba** stated this expense was for repairs at the Cultural Arts building
737 which the City owns.

743 **C - NEW BUSINESS**

744
745 **C-1** Petanque Resolution

746
747 **MEMORANDUM**

748
749 **TO:** Park Advisory Commission

750
751 **FROM:** Colin Smith, Parks & Recreation Service Unit Manager

752
753 **DATE:** October 21, 2008

754
755 **SUBJECT:** RESOLUTION SUPPORTING THE DEVELOPMENT AND DONATION OF A
756 PETANQUE COURT

757
758 Attached for your review and action is a resolution supporting further exploration into the
759 development and donation of a Petanque court to Ann Arbor Parks and Recreation Services.
760 Public meetings will be held to determine a suitable location.

761
762 Petanque is a game that can be played by all ages and is ADA accessible. Petanque allows
763 for generational bridging and community building.

764
765 Howard Ando and Jane Wilkinson, Ann Arbor residents, made a presentation to PAC on
766 August 19, 2008 detailing the game and offered to fund the design and construction of a
767 Petanque facility in the Ann Arbor Parks system. They also offered to provide funding to
768 increase the public awareness of Petanque in the community. A demonstration was given to
769 members of the Ann Arbor Senior Center and was enthusiastically received.

770
771 Therefore, PAC supports further exploration into the development and donation of a
772 Petanque court to the Ann Arbor Parks system.

773
774 **RESOLUTION SUPPORTING THE DEVELOPMENT AND DONATION OF A PETANQUE**
775 **COURT**

776
777 Whereas, The game of Petanque is a multi-generational and handicap accessible sport that
778 can serve as a community building tool;

779
780 Whereas, Howard Ando and Jane Wilkinson will fund the design and construction of a public
781 Petanque facility and promote public awareness of the game;

782
783 **RESOLVED,** That the Park Advisory Commission support the development and donation of
784 a Petanque court to Ann Arbor Parks and Recreation Services.

785
786 **C. Smith** passed the Resolution to the Commission.

787
788 **L. Berauer** explained that the Resolution states in principal that the Park
789 Advisory Commission supports the contribution offered from Howard Ando and
790 Jane Wilkinson for the construction of the Petanque playing filed. L. Berauer
791 proceeded to read the Resolution to the Commission.

792

793 **S. Rosencrans** asked if Howard Ando and Jane Wilkinson would have any
794 official responsibilities regarding this project, and if so what would that be.
795

796 **L. Berauer** stated in addition to funding the project, they have also agreed to
797 be responsible for a public awareness campaign as well as funding this
798 campaign.
799

800 **C. Smith** stated at this stage the Resolution represents the support of the Park
801 Advisory Commission in moving forward with public meetings as well as
802 discussions regarding the construction plans.
803

804 **S. Offen** asked what constitutes a Petanque facility.
805

806 **T. Berla** explained there are lanes that are used and an area that are walled
807 off and is similar to Bocce ball.
808

809 **G. Nystuen** it is relatively expensive to install the court.
810

811 **C. Smith** stated the cost is approximately \$50,000.00 - \$75,000.00 depending
812 on the amenities.
813

814 **L. Berauer** stated we should assume it is the Park's responsibility to maintain
815 the court.
816

817 **S. Offen** stated to should be clear that when the court is turned over it is
818 owned by the parks.
819

820 **C. Smith** stated as the discussions on this subject continues, the legalities of
821 the project will be discussed.
822

823 **S. Offen** asked who owns the liability if there is a design flaw or someone is
824 injured at the proposed Skate Park as well as the Petanque Court.
825

826 **C. Smith** stated that question would be answered from our legal department.
827

828 **S. Rosencrans** asked if facilities that are in the open are considered a use at
829 your own risk facility.
830

831 **C. Smith** stated that is generally the situation, but there are other's that would
832 not agree.
833

834 **T. Berla** moved to adopt the Resolution, J. Lawter support to accept this
835 Resolution
836

837 **Ayes: (7) L. Berauer, G. Nystuen, T. Berla,**
838 **J. Lawter, D. Barrett, S. Rosencrans, S. Offen**
839

840 **Nays: (0) None.**
841
842

843 **Absent: (2) J. Grand, B. Macomber (left meeting at 6:30 p.m.)**

844
845 *On a voice vote – **Motion Passed** – Unanimous*

846
847 **C-2** Capital Project Prioritization and Capital Process

848
849 **L. Berauer** asked the Commission if item C-2 or the renaming of the parks be
850 discussed due to time constraints.

851
852 **C. Smith** stated the renaming of the parks could be postponed until the next
853 meeting.

854
855 **L. Berauer** stated it has been an ongoing desire for the Park Advisory
856 Commission to work closely with staff to finesse the park development
857 process.

858
859 There are two processes; one is how to determine annual priorities for capital
860 projects. And second, what the actual process consists of for the projects to
861 begin.

862
863 **C. Smith** explained the information that was passed to the Commission in
864 detail regarding capital projects.

865
866 Staff spent time identifying potential projects, which totaled approximately
867 \$39,000,000.00 which is more than the millage would have brought in. The list
868 was reviewed and projects were assigned according to the priority of the
869 project.

870
871 **A. Kuras** spoke on this issue (using a flow chart), explaining the process of
872 the project from idea to implementation. In every project that involves capital
873 money there is a public input process which starts with mailings to the public
874 asking for feedback.

875
876 Next, public meetings are scheduled, meeting with the maintenance staff, field
877 operations to discuss if there is any other input we need.

878
879 Design development is next at this point. The design goes out for bid. If the bid
880 come in under \$25,000.00, purchase orders can be routed. If the bid is over
881 \$25,000.00 it must go to City Council.

882
883 On more complicated projects, there will be several public meetings. If the
884 project is under \$250,000.00 it will go through the same process as a
885 neighborhood park project, if the project is over \$250,000.00 and a major site
886 plan then it would go through the Planning Commission process.

887
888 **G. Nystuen** stated there were times when projects have taken place that the
889 Park Advisory Commission was not aware of.

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892 **A. Kuras** stated the Park Advisory Commission does not technically have to
893 approve designs of a project.

894
895 **L. Berauer** stated there is a committee working on the guidelines regarding
896 when information pertaining to upcoming projects should be brought to the
897 Park Advisory Commission.

898
899 **G. Nystuen** agreed that the Park Advisory Commission should have
900 discussions regarding the larger projects that are in the planning stage.

901
902 **L. Berauer** stated the naming Resolutions would be tabled until the next
903 meeting due to time constraints.

904
905 **C-3** Park Naming (**tabled until the next meeting**)

906
907 **C-3a** Resolution naming New Parkland property purchased from Girl Scouts of
908 Huron Valley

909
910 **C-3b** Resolution to name property purchased from Narrow Gauge Holdings Inc. and
911 Sondra Gunn as Narrow Gauge Nature Area

912
913 **C-3c** Resolution to name the property purchased from Zion Evangelical Lutheran
914 Church as Eberwhite Nature Area

915
916 **D - COMMISSION PROPOSED BUSINESS**

917
918 **D-1** Review of Park Advisory Commission Work Plan for 2008 - 2009

919
920 **E - REPORT FROM PARKS AND RECREATION MANAGER**

921
922 **C. Smith** announced the change of venue (Board of Commissioners Public Meeting
923 Room in the County Building) for the Park Advisory Commission meetings due to the
924 construction of City Hall. This change will take place as of January 2009 and the
925 meetings will continue to be broadcast by CTN.

926
927 **F - REPORT FROM MANAGER OF FIELD OPERATIONS**

928
929 **G - REPORT FROM RECREATION ADVISORY COMMISSION**

930
931 **H - REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASK**
932 **FORCES**

933
934 **I - PUBLIC COMMENTARY – GENERAL** (3 Minutes per Speaker)

935
936 **J - CLOSED SESSION TO DEAL WITH LAND ACQUISITION ISSUES** (If Applicable)

942 **K - TRANSMITTALS**

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- K-1** City Council Items Update
- K-2** Park Project Update
- K-3** Park and Recreation Events for October – November 2008
- K-4** Park Advisory Commission 2008 Schedule

There being no further business to come before the Commission, **Commissioner Berla moved**, supported by **Commissioner Offen** that the meeting be adjourned. The regular meeting was adjourned at 6:50 p.m.