



CITY OF ANN ARBOR – PARKS ADVISORY COMMISSION
MEETING MINUTES
October 20, 2009

The regular meeting of the Park Advisory Commission was held on Tuesday, October 20, 2009 at 4:00 p.m. at the Washtenaw County Administration Building in the County Board of Commission Public Meeting Room, 220 N. Main St., Ann Arbor, Michigan.

I. The meeting was called to order at 4:01 p.m. by Chair S. Rosencrans.

II. Roll Call:

Members Present: (8) S. Rosencrans, S. Offen
G. Nystuen, T. Berla, D. Barrett, J. Grand,
D. Chapman, K. Levin

Ex-Officio Members Present: (2) M. Anglin, C. Taylor

Ex- Officio Members Absent: (0) None

Members Absent: (1) J. Lawter

Staff Present: (6) C. Smith, M. Warba, J. Black, D. Borneman,
A. Kuras, L. Bowen

APPROVAL OF AGENDA – Commissioner Rosencrans stated there would be a change in the agenda regarding the vote for the position of Budget and Finance Chair under B-1 Unfinished Business.

PUBLIC COMMENTARY - AGENDA ITEMS (3 Minutes per Speaker)

W. Dennisuk explained a proposed art project to be considered on the Huron River.

S. Offen asked W. Dennisuk if he was aware of the Public Art Commission.

W. Dennisuk stated yes, and they had suggested he visit PAC.

O. Freitag spoke on the dog park at Olson Park and suggested a shelter be installed inside the park as this would allow a cover for the owners, especially in the summer season.

A - APPROVAL OF MINUTES

The Commission moved to approve the minutes of the September 15, 2009 meeting with one correction on page 3, line 145. The minutes of September 15, 2009 were approved unanimously with the noted correction.

SPECIAL PRESENTATIONS

Facility Rentals and Special Events in the Parks

J. Black shared the PowerPoint presentation regarding park rentals and special events in the parks and its process in depth. J. Black also shared several slides of events that have taken place at various sites by a variety of user groups.

57 **D. Barrett** asked for an update of the reservation process of Fuller field.
58
59 **J. Black** stated the process is going well and will be reviewed in the future regarding recommended
60 usage due to additional usage of the fields.
61
62 **D. Barrett** asked if plans are being made to be flexible as the number of users increase.
63
64 **J. Black** stated yes, and a main goal of staff was to keep the fields maintained at a high level.
65
66 **S. Offen** asked if there was a liquor license at Cobblestone Farm.
67
68 **J. Black** stated only beer and wine is allowed at the facility; if a cash bar is requested, a temporary
69 liquor license would be required but virtually no renters choose to go this route.
70
71 **M. Anglin** mentioned there was controversy regarding trees being trimmed when a movie was
72 recently filmed at Virginia Park, and asked if the filming of the movie was a success and if it was
73 advantageous financially.
74
75 **C. Smith** stated the filming of the movie was positive for the Parks department. The revenue was
76 approximately \$7,000.00 - \$8,000.00 for the rental of the park, a donation of \$5,000.00 was made to
77 the scholarship program, and the basketball court was updated which would have cost
78 approximately \$25,000.00 - \$30,000.00 and needed to be done in the next few years.
79
80 There were larger economic benefits to the community as well, due to local contractors being hired
81 for work done in the park.
82
83 **T. Berla** asked if the cancellation policy of an event at Cobblestone Farm could be explained.
84
85 **J. Black** explained the rental policy at Cobblestone Farm in depth.
86
87 **C. Smith** explained the cancellation policy is consistent throughout the parks facilities.
88
89 **S. Offen** asked if there is an explanation of the cancellation policy that includes the timeline.
90
91 **J. Black** stated yes and explained the timeline of the cancellation policy.
92
93 **D. Chapman** asked if the information including the timeline is clearly explained in the contract.
94
95 **J. Black** stated yes.
96
97 **T. Berla** stated there was an event in West Park and there were vehicles parked on the paved walk
98 way around the band shell. T. Berla asked if there were guidelines.
99
100 **J. Black** stated there are strict guidelines regarding this issue.
101
102 **T. Berla** asked who should be notified if there is a problem regarding parking.
103
104 **C. Smith** stated protocol would be to call our customer service office for this issue to be handled.
105
106 Natural Area Preservation – Evaluating the Quality of Natural Areas
107
108 **D. Borneman** shared a PowerPoint presentation with the Commission explaining ways that the
109 Natural Area Preservation evaluates qualities of natural areas. D. Borneman also explained
110 information that was passed to the Commission.
111
112 **S. Rosencrans** asked how people can get involved with the Natural Area Preservation.
113

114 **D. Borneman** stated there are many opportunities and citizens are welcome to contact the NAP
115 office.

116
117 **PUBLIC HEARING**

118
119 **B - UNFINISHED BUSINESS**

120
121 **B-1** Vote to approve the Budget and Finance Chair

122
123 **S. Rosencrans** asked for a motion and support to discuss the nomination for the
124 position of the Budget and Finance Chair. S. Rosencrans stated that last month S.
125 Offen was nominated for this position.

126
127 **J. Grand** moved, supported by **G. Nystuen** to discuss the Budget and Finance Chair.

128
129 **S. Rosencrans** asked for a vote to accept the nomination of S. Offen for the position
130 of the Budget and Finance Chair.

131
132 The Commission voted to accept the nomination of S. Offen for the position of the
133 Budget and Finance Chair for the Park Advisory Commission.

134
135 **B-2** Quarterly Financial Update

136
137 **C. Smith** explained the financial reports for the various facilities in depth to the
138 Commission.

139
140 **T. Berla** asked for an explanation regarding the golf courses financial reports.

141
142 **C. Smith** explained the financial reports regarding the golf courses in depth.

143
144
145 **M. Anglin** asked if the increase in concession revenue at Leslie Golf course was due
146 to the liquor license.

147
148 **C. Smith** stated that is true, and that the liquor license has also contributed to an
149 increase in special events and outings at the golf course.

150
151 **M. Warba** explained the Field Operations portion of the financial reports in depth to
152 the Commission.

153
154 **S. Offen** asked if the expenses under the athletic field's maintenance could be
155 explained further.

156
157 **M. Warba** explained that expense is part of the field restoration program that is
158 ongoing.

159
160 **S. Offen** complimented staff on the clarity of the financial reports.

161
162 **C - NEW BUSINESS**

163
164 **C-1** Pros Plan Process

165
166 **A. Kuras** explained the Pros Plan process to the Commission in depth, explaining the
167 plan is updated every 5 years.

168
169

170 **S. Rosencrans** asked when the process would begin and when the task force should
171 be ready and available.

172
173 **A. Kuras** stated December 2009.

174
175 **S. Offen** asked if a consultant has been included in the budget.

176
177 **A. Kuras** stated yes.

178
179 **M. Anglin** asked how various developments in the parks could become a part of the
180 Pros Plan.

181
182 **A. Kuras** stated there would be numerous opportunities for public input.

183
184 **S. Rosencrans** asked the members of the Commission to complete the PAC Annual
185 Disclosure of Organization Affiliations form that was passed out.

186
187 **T. Berla** asked for direction and guidelines on how to best fill out the form.

188 **C. Smith** explained there is language in the by-laws that could serve as a guide.

189
190 **D. Chapman** explained and summarized what could possibly be considered to be a
191 conflict of interest.

192
193 **D - COMMISSION PROPOSED BUSINESS**

194
195 **E - REPORT FROM PARKS AND RECREATION MANAGER**

196
197 **C. Smith** stated the Senior Center Task Force will be holding public meetings at the Senior
198 Center to gain feedback and ideas from Senior Center users as well as other residents to help
199 in formulating a recommendation that will be shared with PAC and City Council.

200
201 **C. Smith** also outlined a similar plan for the Mack Pool Task Force.

202
203 **C. Taylor** complimented staff on the guidance of the taskforces and their diligence.

204
205 **C. Smith** stated scheduled repairs and improvements will take place at the Swift Run Dog Park
206 and that the park will be closed from October 27, 2009 through October 31, 2009. C. Smith
207 also shared the information gathered at the recent National Parks and Recreation conference.

208
209 **M. Warba** shared there will be a second meeting with Recreation & Education regarding the
210 ball field agreement between the City and Recreation & Education.

211
212 **F - REPORT FROM MANAGER OF FIELD OPERATIONS**

213
214 **M. Warba** gave an update regarding the renovated fields to the Commission.

215
216 **D. Barrett** stated the priority for all parties involved is to protect the condition of the
217 fields.

218
219 **G - REPORT FROM RECREATION ADVISORY COMMISSION**

220
221 **T. Berla** stated the disk golf course at Mary Beth Doyle Park is open and being enjoyed.

222
223 **H - REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASK FORCES**

224
225 **S. Offen** announced Kirsten Levinsohn is leaving the Leslie Science Center.
226

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

228

229 J - **CLOSED SESSION TO DEAL WITH PRIVELEDGED CLIENT ATTORNEY INFORMATION**

230

231 K - **TRANSMITTALS**

232

233 K-1 City Council Items Update

234

235 K-2 Park Project Update

236

237 K-3 City of Ann Arbor 2008 – 2013 Park Maintenance and Capital
238 Improvements Millage Status

239

240 There being no further business to come before the Commission; Commissioner Berla
241 moved, supported by Commissioner Chapman that the open meeting be adjourned at 6:41 p.m.

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