



**City of Ann Arbor**  
**Formal Minutes - Draft**  
**Park Advisory Commission**

301 E. Huron St.  
Ann Arbor, MI 48104  
<http://a2gov.legistar.com/Calendar.aspx>

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Tuesday, June 15, 2021

4:00 PM

Electronic Meeting

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**This meeting will be broadcast live on CTN Cable Channel 16, ATT Channel 99, and online at [a2gov.org/watchCTN](http://a2gov.org/watchCTN)**

**To speak at public comment call 206-337-9723 or 213-338-8477 or Toll Free 877-853-5247 or 888-788-0099 Enter Meeting ID: 949 7173 0458**

**1 CALL TO ORDER**

*Chair Paige Morrison called the meeting to order at 4:00 PM*

**2 ROLL CALL**

*Colin Smith called the roll.*

*Staff present:*

*Colin Smith, Parks and Recreation Manager*

*Dr. Missy Stults, Office of Sustainability and Innovations Manager*

*Adam Fercho, Landscape Architect*

*Kristen Vander Lugt, Admin Assistant*

*Derek Delacourt, Community Services Area Administrator*

**All PAC members attended the meeting from Ann Arbor, MI**

**Present:** 8 - Paige Morrison, Stephen Borgsdorf, Lauren London, Mike Appel, Ruth L. Kraut, Rachel Skylis, Anne Marsan, and Patti Smith

**Absent:** 2 - Julie Grand, and Praveena Ramaswami

**3 APPROVAL OF AGENDA**

**Unanimously approved as amended to add Potential Renaming of Belize Park as item 10-A.**

**4 FIRST PUBLIC COMMENT**

*Seeing no speakers, Chair Morrison closed Public Comment.*

**5 APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

**5-A**      [21-1171](#)      Minutes of the April 20, 2021 PAC Meeting

**Attachments:**      4-20-21 PAC Minutes.pdf

**Moved by Borgsdorf, seconded by Kraut, approved unanimously as presented and forwarded to the City Council.**

**6 PRESENTATIONS**

**6-A**      [21-1172](#)      Solar at Parks Facilities

**Attachments:**      PAC\_Solar at Parks.pdf

*Presented by Dr. Missy Stults, Office of Sustainability and Innovations Manager*

**7 REPORTS**

**7-A REPORT FROM PARKS AND RECREATION MANAGER**

*C. Smith provided a report highlighting the following:*

- *Current park operations related to decreased Covid-19 restrictions*
- *Continued park staffing shortage*
- *Volunteer programs increasing in activity*
- *Park special event/rental increases*
- *West Park Bandshell closure*
- *Upcoming Juneteenth activities*

**7-B REPORT FROM RECREATION ADVISORY COMMISSION**

**7-C REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASKFORCES**

**8 UNFINISHED BUSINESS**

**9 NEW BUSINESS**

- 9-A**      **21-1173**      Resolution to Recommend Approval of a Contract with Brock & Associates, Inc. for Universal Access Improvements at Argo Livery (\$579,107.00)

**Attachments:**      PAC - ARGO UNIVERSAL ACCESS - BROCK.pdf, Argo Livery Development Plan\_11x17.pdf

**Moved by Marsan, seconded by Borgsdorf to approve the Resolution to recommend approval of a contract with Brock & Associates, Inc. for Universal Access improvements at Argo Livery**

**On a roll call vote, the vote was as follows with the Chair declaring the motion passed.**

**Approved Resolution:**

**RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH BROCK & ASSOCIATES, INC. FOR UNIVERSAL ACCESS IMPROVEMENTS AT ARGO LIVERY (\$579,107.00)**

**Whereas, The City park system does not have an accessible watercraft launch at Argo Livery; Whereas, The Argo and Gallup liveries are the largest in the state and part of the regional Huron River Water Trail;**

**Whereas, The Park and Recreation Open Space Plan identifies an area of focus as renovating parks and facilities so that they comply with the Americans with Disabilities Act, while striving for Universal Accessibility. Whereas, The Argo livery site and restrooms are in need of renovation; Whereas, Funding for the project is available in the approved FY2022 Park Maintenance and Capital Improvements Millage budget;**

**Whereas, Competitive bids were received by Purchasing on March 23, 2021;**

**Whereas, Brock & Associates, Inc. submitted the lowest responsive bid; Whereas, a Michigan Trust Fund Grant was awarded through the Michigan Department of Natural Resources in the amount of \$300,000.00; AND**

**Whereas, Brock & Associates, Inc. has submitted all required Non-Discrimination, Prevailing Wage, Living Wage, and Conflict of Interest Disclosure forms and complies with the requirements of the**

**City’s Non Discrimination, Prevailing Wage, and Living Wage Ordinances;**

**RESOLVED, That the Park Advisory Commission recommends approval of a contract with Brock & Associates, Inc. to renovate the boat launch pathway in Gallup Park and approve a construction contingency of \$57,910.70 (10%) to cover potential contract change orders for a total contract amount of \$637,017.70 for the life of the project without regard to fiscal year.**

**Yeas:** 8 - Morrison, Borgsdorf, London, Appel, RAC Rep. Kraut, Skylis, Marsan, and RAC Rep. Smith

**Nays:** 0

**Absent:** 1 - Councilmember Grand, and Ramaswami

**9-B**      [21-1174](#)      Resolution to Recommend Approval of a Professional Services Agreement (PSA) for a Parks ADA Compliance Assessment and Transition Plan with Altura Solutions, LLC for \$116,915.00

**Attachments:**      PAC - ADA ALTURA.pdf, PROPOSAL\_Altura.pdf, RFP\_21-08\_Addendum1.pdf, RFP\_21-08\_Document.pdf

**Moved by London, seconded by Appel to approve the Resolution to Recommend Approval of a Professional Services Agreement (PSA) for a Parks ADA Compliance Assessment and Transition Plan with Altura Solutions, LLC**

**On a roll call vote, the vote was as follows with the Chair declaring the motion passed.**

**Approved Resolution:**

**RESOLUTION TO RECOMMEND APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT (PSA) FOR A PARKS AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE ASSESSMENT AND TRANSITION PLAN FOR \$116,915.00**

**Whereas, The City issued a Request for Proposals, RFP #21-08, to identify firms experienced in evaluating park systems for ADA compliance and solutions; Whereas, eleven submitted proposals in response to RFP #21-08;**

**Whereas, After scoring proposals, interviewing firms, and reviewing**

prices, a selection panel consisting of staff the Chair of the Commission on Disability Issues has selected Altura Solutions, LLC to perform the type of work identified in RFP #21-08: Whereas, Award of this agreement will allow for an ADA compliance assessment and transition plan for the City’s parks and park facilities; and Whereas, Funding is available in the approved FY2021 Parks Maintenance and Capital Improvements budget to cover the cost of these services;

**RESOLVED, That the Park Advisory Commission recommend City Council approve a Professional Services Agreement with Altura Solutions, LLC for an ADA compliance assessment and transition plan for \$116,915.00**

**Yeas:** 8 - Morrison, Borgsdorf, London, Appel, RAC Rep. Kraut, Skylis, Marsan, and RAC Rep. Smith

**Nays:** 0

**Absent:** 1 - Councilmember Grand, and Ramaswami

**9-C**      [21-1175](#)      Resolution to Recommend Accepting a Fair Food Network Grant for the Ann Arbor Farmers Market for \$30,000.00 and Appropriate Funds

**Attachments:**      PAC -DUFB 2021-CS.pdf

**Moved by Appel, seconded by Marsan to approve the RESOLUTION TO RECOMMEND ACCEPTING A FAIR FOOD NETWORK GRANT FOR THE ANN ARBOR FARMERS MARKET FOR \$30,000.00 AND APPROPRIATE FUNDS**

**On a roll call vote the vote was as follows with the Chair declaring the motion approved.**

**Approved resolution reads as follows:**

**RESOLUTION TO RECOMMEND ACCEPTING A FAIR FOOD NETWORK GRANT FOR THE ANN ARBOR FARMERS MARKET FOR \$30,000.00 AND APPROPRIATE FUNDS**

**Whereas, Double Up Food Bucks is a national project providing incentives to encourage healthier food choices for food stamp (SNAP) recipients, directly benefitting low-income families and local farmers in Michigan and working to impact future food and nutrition**

policy, and

Whereas, the City of Ann Arbor has received grant funding from the Fair Food Network since 2010 to administer the Double Up Food Bucks program at the Ann Arbor Farmers Market,

**RESOLVED**, That the Park Advisory Commission recommend approval of a grant agreement with the Fair Food Network to administer the Double Up Food Bucks program at the Ann Arbor Farmers Market and recommend City Council accept and appropriate funding in the amount of \$30,000.00 from the Fair Food Network establishing a grant revenue and expenditure budget in the Major Grants fund for the DUFB program without regard to fiscal year.

**Yeas:** 8 - Morrison, Borgsdorf, London, Appel, RAC Rep. Kraut, Skylis, Marsan, and RAC Rep. Smith

**Nays:** 0

**Absent:** 1 - Councilmember Grand, and Ramaswami

**9-D**      [21-1176](#) Resolution to Recommend Submitting a Grant Application to the Michigan Department of Natural Resources Grants Management for the Acquisition of Land and Site Improvements Along the Huron River at 841 Broadway Street for up to 7 Million Dollars

**Attachments:**    PAC - TRUSTFUND\_841BROADWAY.pdf

*Presented by Derek Delacourt, Community Services Area Administrator, and Cheryl Zuellig, presenting the 841 Broadway Site project.*

**Moved by London, seconded by Kraut, to approve the RESOLUTION TO RECOMMEND SUBMITTING A GRANT APPLICATION TO THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES GRANTS MANAGEMENT FOR THE ACQUISITION OF LAND AND SITE IMPROVEMENTS ALONG THE HURON RIVER AT 841 BROADWAY STREET FOR UP TO 7 MILLION DOLLARS**

**On a roll call vote the vote was as follows with the Chair declaring the motion passed.**

**Approved resolution reads as follows:**

**RESOLUTION TO RECOMMEND SUBMITTING A GRANT APPLICATION TO THE MICHIGAN DEPARTMENT OF NATURAL**

**RESOURCES GRANTS MANAGEMENT FOR THE ACQUISITION OF LAND AND SITE IMPROVEMENTS ALONG THE HURON RIVER AT 841 BROADWAY STREET FOR UP TO 7 MILLION DOLLARS**

**Whereas, The City park system values riverfront property and access to the B2B trail and other river amenities; Whereas, The Park and Recreation Open Space Plan identifies riverfront property as a desired acquisition criterion; Whereas, Site Improvements and their ongoing maintenance would be the responsibility of the developer of the 841 Broadway Street site; and Whereas, Grants are available through the Michigan Department of Natural Resources Grants Management to assist in acquiring land and amenities such as proposed in this grant application;**

**RESOLVED, That the Park Advisory Commission recommends that City Council directs the City Administrator to apply to the Michigan Department of Natural Resources Grants Management for the Acquisition of Land and Site Improvements Along the Huron River at 841 Broadway Street for up to 7 million dollars**

**Yeas:** 8 - Morrison, Borgsdorf, London, Appel, RAC Rep. Kraut, Skylis, Marsan, and RAC Rep. Smith

**Nays:** 0

**Absent:** 1 - Councilmember Grand, and Ramaswami

**10 COMMISSION PROPOSED BUSINESS**

**10-A Discussion on Renaming Belize Park**

*No action taken.*

**11 LAND ACQUISITION MATTERS**

*None.*

**12 SECOND PUBLIC COMMENT**

*Seeing no callers, Chair Morrison closed Public Comment.*

**13 COMMUNICATIONS**

13-A     [21-1177](#)   Park Planning Capital Project Update

**Attachments:**   2021-06 PAC Update.pdf

**Received and Filed**

13-B     [21-1178](#)   PAC Council Update

**Attachments:**   PAC COUNCIL UPDATE 6\_2021.pdf

**Received and Filed**

13-C     [21-1179](#)   Park Project Status Table

**Attachments:**   Parks\_Project\_Status\_Table--Compilation.pdf

**Received and Filed**

14       **CLOSED SESSION**

*None.*

15       **ADJOURNMENT**

*Unanimously adjourned at 5:48 PM*