



# City of Ann Arbor

## Formal Minutes

### Park Advisory Commission

301 E. Huron St.  
Ann Arbor, MI 48104  
[http://a2gov.legistar.com/  
Calendar.aspx](http://a2gov.legistar.com/Calendar.aspx)

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Tuesday, January 23, 2018

4:00 PM

Larcom City Hall, 301 E Huron St, Second  
Floor, City Council chambers

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**A CALL TO ORDER**

**B ROLL CALL**

*Staff present: C. Smith, C. Saam, H. Hanzel, J. Landefeld, C. Elenbass.*

**Present:** 8 - Alan Jackson, Robert Galardi, Paige Morrison, Julie Grand, Praveena Ramaswami, Lauren London, Ruth L. Kraut, and Graydon Krapohl

**Absent:** 3 - David Santacroce, Stephen Borgsdorf, and Mike Appel

**C APPROVAL OF MINUTES**

**C-1 [18-0148](#) Park Advisory Commission Meeting Minutes of the December 19, 2017**

**Attachments:** Minutes of the December 19, 2017 PAC Meeting .pdf

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

**Yeas:** 6 - Jackson, Galardi, Morrison, Ramaswami, London, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Santacroce, Borgsdorf, and Appel

**D PUBLIC COMMENTARY - (3 Minutes per Speaker)**

*None.*

**E SPECIAL PRESENTATIONS**

**E-1 Review of 2017 Season for Argo and Gallup Liveries**

*C. Saam presented information on the 2017 Argo and Gallup Canoe Livery seasons. She highlighted the successes of the season, financial*

*information, boat repair information, and staffing.*

*A. Jackson inquired about the University of Michigan building a parking lot and if it would impact the Argo Canoe Livery. He also inquired about the aquatic plant cleanup at Gallup Park.*

*C. Saam answered that the construction is actually taking place next to the lot used by the liveries, so Argo will not be impacted. She added that there has been a successful reduction of invasive aquatic species due to cleanup efforts.*

*P. Ramaswami inquired about the typical season of operation.*

*C. Saam answered that they open mid-April and close the last weekend in October.*

*R. Kraut inquired about week day and weekend participation for the liveries.*

*C. Saam answered that weekends are at capacity and that there has been a lot of growth during the weekdays. She added that weekends are about twice as busy as weekdays.*

*R. Ramaswami inquired about parking.*

*C. Saam answered that there have been many improvements made to the parking system, and that they have received very few complaints.*

*C. Smith added that the 2017 year there were very few complaints and that staff is working continuously to improve parking.*

*P. Morrison inquired about the percentage of returning staff each year.*

*C. Saam answered, about 50 percent.*

*R. Galardi inquired about equipment repairs and replacement.*

*C. Saam explained that although they do repair the boats as much as possible, they replace 50-100 boats per year.*

*C. Smith added that the boat replacement is built into the annual operating budget.*

*L. London inquired about a future without canoes.*

*C. Saam answered that she does not foresee a future at this time where there are no canoes offered.*

**F NEW BUSINESS**

**F-1**      [18-0140](#)      Resolution to Recommend Increasing the Funding for a Partnership Agreement with Community Action Network for the Management of Bryant and Northside Community Centers from \$130,000.00 to \$150,000.00 for Fiscal Year 2018

**Attachments:**      PAC - CAN 2018\_Increase.pdf

*C. Smith explained the resolution stating that there is an increased need to provide programing in the community, and that additional funding is needed. He explained that there is funding available in the current fiscal year.*

*Councilmember Grand expressed support for the resolution.*

*R. Kraut expressed gratitude to C. Smith for the resolution.*

**A motion was made by Ramaswami and seconded by Kraut, that the Resolution be approved by the Commission.**

*Approved Resolution Reads as Follows:*

**RESOLUTION TO RECOMMEND INCREASING THE FUNDING FOR A PARTNERSHIP AGREEMENT WITH COMMUNITY ACTION NETWORK FOR THE MANAGEMENT OF BRYANT AND NORTHSIDE COMMUNITY CENTERS FROM \$130,000.00 TO \$150,000.00 FOR FISCAL YEAR 2018**

*Whereas, Community Action Network has been operating Bryant Community Center and the Northside Community Center since January, 2008;*

*Whereas, Community Action Network is in the 4th year of a 5 year agreement with the City that provides \$130,000.00 in compensation annually;*

*Whereas, Needs and services that Community Action Network provides at Bryant and Northside Community Centers have demonstrably*

*increased;*

*Whereas, Funding for the additional \$20,000.00 is available in the FY2018 General Fund Parks & Recreation Services operating budget as a result of the "Parks Fairness Resolution";*

*Whereas, A key goal for PAC in budget development is sustaining facilities and activities for all residents, especially children, low income residents, and seniors, particularly where these services are not otherwise available;*

*RESOLVED, That the Park Advisory Commission recommends increasing funding for a Partnership Agreement with Community Action Network for the management of Bryant and Northside Community Centers from \$130,000.00 to \$150,000.00 for Fiscal Year 2018*

**On a voice vote, the vote was as follows with the Vice Chair declaring the resolution APPROVED.**

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Morrison, Ramaswami, London, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Santacroce, Borgsdorf, and Appel

**F-2**      [18-0141](#)      Resolution Recommending Approval of Fiscal Year 2019 Fee Adjustments for Parks & Recreation Services for Argo and Gallup Liveries

**Attachments:**      PAC - ARGO\_GALLUP\_FEES\_FY2018cs2.pdf, LiveryFeeComparison2018.pdf, Livery Proposed Fee Increases\_New Fees 2018cs.pdf

*C. Smith explained that the resolution is for a fee increase to take place at Argo and Gallup Canoe Liveries to aid in paying for repairs at Argo and Geddes dams in 2020, and into the future.*

*R. Galardi commented that this fee increase is one of the first steps of evaluating how to fund capital dam work.*

*A. Jackson inquired about the cost of the repair and if any additional features are being added. He also inquired about if the expense of the repair is a Parks expense or a City expense.*

*C. Smith answered that at this time the fee increase will aid in funding the repair on the dams. He added that the repair of recreational dams is a Parks expense.*

*R. Kraut inquired about not repairing the dams. She also inquired about scholarship use for rentals.*

*C. Smith answered that staff will explore scholarship use.*

*L. London inquired about how often repairs like this should occur.*

*C. Smith added that the larger repair will need to be maintained to this degree about every 25-30 years.*

*A. Jackson inquired about the amount of money needed each year to fund a project like this.*

*C. Smith answered that he is working with staff to determine a projected maintenance schedule.*

*P. Morrison inquired about the fee for an individual using their own kayak on the river.*

*C. Smith answered that there is no fee when an individual brings their own kayak.*

**A motion was made by London and seconded by Jackson, that the Resolution be approved by the Commission.**

*Approved Resolution Reads as Follows:*

**RESOLUTION RECOMMENDING APPROVAL OF FISCAL YEAR 2019  
FEE ADJUSTMENTS FOR PARKS & RECREATION SERVICES FOR  
ARGO AND GALLUP LIVERIES**

*Whereas, Argo and Geddes dams have upcoming capital maintenance work and will have additional maintenance costs into the future;*

*Whereas, A user surcharge for the purpose of maintenance needs for the recreational dams could generate \$70,000.00 annually;*

*Whereas, Revenue generated from a user surcharge would be deposited in the Park Memorials and Contribution Fund for the specific purpose of funding recreational dam repairs;*

*Whereas, Comparative fee data show the proposed increased fees to be competitive; and*

*Whereas, The Parks Advisory Commission recommends that the Mayor and City Council approve the proposed fees.*

*RESOLVED, That PAC recommends fees for Parks and Recreation Services be adjusted according to the attached schedule;*

*RESOLVED, That PAC recommends the attached fee schedule become effective according to the dates in the attached schedule; and*

*RESOLVED, That PAC recommends revenue generated from the user surcharge be deposited in the Parks Memorials and Contributions Fund for maintenance expenditures for Argo and Geddes dams*

**On a voice vote, the vote was as follows with the Vice Chair declaring the resolution APPROVED.**

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Morrison, Ramaswami, London, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Santacroce, Borgsdorf, and Appel

**F-3**      [18-0142](#)      Resolution to recommend approval of a contract with Aquatic Source, LLC for the Veterans Park Pool Mechanical Improvements Project (\$240,000.00)

**Attachments:**      PAC - VETERANS -FILTER.pdf,  
Defender\_Multi\_Page.pdf

*H. Hanzel explained that the resolution is to update mechanical equipment at Veterans Park Pool.*

*C. Elenbass explained that various pumps and filters are being replaced. He explained that only one bid was received for \$240,000. He added that the new equipment will use less water which will cut other related costs such as heating and chemicals. He added that the clarity of the water will also improve.*

*C. Smith added that the new equipment aligns with some of the City*

*Council initiatives of making sustainable choices.*

*A. Jackson inquired about the cost of the filtration replacement.*

*C. Elenbass answered that the cost to replace the filtration medium will be similar to the cost of replacing the sand in the current system.*

*R. Galardi inquired about the timeline for installation.*

*C. Elenbass answered that the goal is to implement the new system in time for the 2018 pool season.*

**A motion was made by Kraut and seconded by Ramaswami, that the Resolution be approved by the Commission.**

*Approved Resolution Reads as Follows:*

**RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH AQUATIC SOURCE, LLC FOR THE VETERANS PARK POOL MECHANICAL IMPROVEMENTS PROJECT (\$240,000.00)**

*Whereas, The Parks and Recreation Open Space Plan identifies maintenance of mechanical systems at the recreation facilities as a priority;*

*Whereas, Funding for the Veterans Park Pool Mechanical Improvements Project is available in the approved FY2018 Park Maintenance and Capital Improvement Millage budget;*

*Whereas, The City of Ann Arbor received one bid for this work on December 28, 2017 and Aquatic Source, LLC of Brighton, Michigan was the low responsible bidder with a bid amount of \$240,000.00;*

*Whereas, It is now necessary to enter into a contract with Aquatic Source, LLC for the performance of this work; and*

*Whereas, Aquatic Source, LLC 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 recommend approval of a contract with Aquatic Source in the amount of \$240,000.00 and a construction contingency of \$ 36,000.00(15%) to cover potential contract**

*change orders for a total contract amount of \$276,000.00 for the life of the project without regard to fiscal year.*

**On a voice vote, the vote was as follows with the Vice Chair declaring the resolution APPROVED.**

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Morrison, Ramaswami, London, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Santacroce, Borgsdorf, and Appel

**F-4**      [18-0143](#)      Resolution to Recommend Approval of a Three-Year Professional Services Agreement (PSA) for Playground Improvement Services for Parks & Recreation for a Not to Exceed Annual Amount of \$200,000.00

**Attachments:**      PAC - PLAYGROUND SERVICES 2018.pdf

*H. Hanzel explained that the contract is for a three-year Professional Services Agreement (PSA) for Playground Improvement Services. She added that the services are to be utilized at City of Ann Arbor playgrounds.*

*R. Galardi inquired about the cost of the previous contract.*

*H. Hanzel answered that the previous contract was for \$150,000.*

*H. Hanzel added that there are over 80 playgrounds in the City of Ann Arbor and that many are in need of upgrades.*

*A. Jackson inquired about safety regulations and evaluations on playground equipment.*

*H. Hanzel answered that when upgrades are being made to playgrounds, compliance with current safety standards is standard.*

*C. Smith added that there are several City of Ann Arbor staff who are certified Playground Safety Inspectors.*

**A motion was made by Galardi and seconded by London, that the Resolution be approved by the Commission.**

*Approved Resolution Reads as Follows:*



*RESOLUTION TO RECOMMEND APPROVAL OF A THREE-YEAR PROFESSIONAL SERVICES AGREEMENT (PSA) FOR PLAYGROUND IMPROVEMENT SERVICES FOR PARKS & RECREATION FOR A NOT TO EXCEED ANNUAL AMOUNT OF \$200,000.00*

*Whereas, The City issued a Request for Proposals, RFP #18-01, to identify contractors experienced in playground improvements projects;*

*Whereas, one firm submitted proposals in response to RFP #18-01;*

*Whereas, Staff has selected Michigan Recreational Construction, Inc. as qualified to perform the type of work identified in RFP #18-01;*

*Whereas, Award of contracts for services on an as-needed basis will allow the City to expedite playground improvements in the Parks & Recreation system;*

*Whereas, Funding is available in the approved FY2018 Parks Maintenance and Capital Improvements budget to cover the cost of these services;*

*Whereas, Funding for services in FY2019 and FY 2020 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget; and*

*Whereas, Michigan Recreational Construction has agreed to comply with the living wage and prevailing wage ordinances as part of the qualification process;*

*RESOLVED, That the Park Advisory Commission recommend City Council approve a three-year Professional Services Agreement for Playground Improvement Services with Michigan Recreational Construction for an amount not to exceed \$200,000.00 per fiscal year for three years.*

**On a voice vote, the vote was as follows with the Vice Chair declaring the resolution APPROVED.**

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Morrison, Ramaswami, London, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Santacroce, Borgsdorf, and Appel

**G COMMISSION PROPOSED BUSINESS**

**G-1**     [18-0144](#) Dog Park Sub-Committee Discussion

**Attachments:**     Recommendations and Guidelines for Dog Park Site Selection updated 4-10-15 (2).pdf

*The Commission discussed forming a Dog Park Sub-Committee concerning need, funding, participation, location, and the next steps for evaluating a location at Buhr Park. P. Ramaswami volunteered to participate in the Sub-Committee.*

**H REPORT FROM PARKS AND RECREATION MANAGER**

*C. Smith explained that registration for spring and summer camps and programs opens on February 5, 2018.*

**I REPORT FROM RECREATION ADVISORY COMMISSION**

*R. Kraut stated that RAC had not met since PAC's last meeting.*

**J REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASKFORCES**

*None.*

**K PUBLIC COMMENTARY - (3 Minutes per Speaker)**

**L CLOSED SESSION**

**M TRANSMITTALS**

**M-1**     [18-0145](#) Park Planning Capital Project Update

**Attachments:**     2018-01 PAC Update.pdf

**Received and Filed**

M-2      [18-0146](#)      PAC Council Update

**Attachments:**      PAC COUNCIL UPDATE 1 2018.pdf

**Received and Filed**

M-3      [18-0147](#)      Parks Project Status Table

**Attachments:**      Parks\_Project\_Status\_Table-FY2017-18.pdf

**Received and Filed**

N      **ADJOURNMENT**

**Unanimously adjourned at 5:04 p.m.**