



# 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, June 18, 2019

4:00 PM

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

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1 CALL TO ORDER

2 ROLL CALL

**Present:** 10 - Robert Galardi, David Santacroce, Paige Morrison, Julie Grand, Praveena Ramaswami, Lauren London, Mike Appel, Ruth L. Kraut, Rachel Skylis, and Jeff Hayner

**Absent:** 1 - Stephen Borgsdorf

3 APPROVAL OF AGENDA

Approved unanimously as presented.

4 FIRST PUBLIC COMMENT

*No speakers.*

5 APPROVAL OF MINUTES OF PREVIOUS MEETINGS

5-A [19-1053](#) Park Advisory Commission Meeting Minutes of April 16, 2019

**Attachments:** 4-16-2019 PAC Minutes .pdf

**Moved by Morrison, seconded by Galardi, approved unanimously by the Commission and forwarded to the City Council.**

5-B [19-1231](#) Land Acquisition Commission Meeting Minutes of February 26, 2019

**Attachments:** 2-26-2019 LAC Minutes .pdf

**Moved by Galardi, seconded by London, approved unanimously by the Commission and forwarded to the City Council.**

6 PRESENTATIONS

**6-A**      [19-1054](#)      Cobblestone Farm Association Annual Presentation

**Attachments:**      CFA2018Report.pdf

*George Taylor presented the activities of the 2018 events that took place at Cobblestone Farm, highlighting the following items:*

- Increase in social media presence*
- Supporting local scout programs*
- New office to increase interpretive area*
- Internships for local university students*
- Local partnerships*
- Financial information- successful financial year*
- Goals for the future*
- Museum Studies Group*

**6-B**      [19-1055](#)      Ann Arbor Skatepark Annual Presentation

**Attachments:**      FOTAAS\_PAC\_Report\_June\_2019.pdf

*Trevor Staples, and Nina Juergens, Friends of Ann Arbor Skatepark, presented information on the Ann Arbor Skatepark highlighting the following points:*

- Mission of the organization*
- Board of Directors*
- Programs*
  - All Girl Skate- new funding*
  - Pick Up and Skate!*
  - Bake Sales, contests, pop-up events*
- Annual Event- LIGHT UP THE PARK*
  - Fundraising event to raise money for park lighting*

*Commissioner P. Ramaswami inquired about the lights to be put in at the park.*

*N. Juergens explained that lights needed for the fall and winter months when the park is in use*

*T. Staples explained that light logistics are not finalized yet and that lights would be installed next spring at the earliest*

*Commissioner M. Appel discussed Dark Skies compliant lighting and*

*light buttons or motion lighting.*

*Commissioner R. Galardi inquired about the lighting hours.*

*T. Staples explained that the lights would not be on after the park's hours.*

*C. Smith explained that lighting adjustments and shut offs are possible.*

*R. Galardi inquired about the condition of the park.*

*T. Staples explained that the park is holding up well, and that the first round of significant maintenance was just completed.*

*C. Smith explained that despite extreme weather over the past few years the skatepark is holding up well.*

**7 REPORTS**

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

[19-1259](#) Park Manager's Report, June 18th, 2019

**Attachments:** PAC \_ Park Manager\_HHCS.pdf

*C. Smith explained that he will be providing a Park Manager's Report quarterly. C. Smith also explained that mowing has been impacted by the amount of rain this season, he explained that options are being looked at for the future for maintaining grass during the rainy seasons. C. Smith also discussed playground maintenance and seasonal employee hiring.*

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

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

**8 REGULAR BUSINESS**

**8-A** [19-1056](#) Resolution to Recommend FY2019 Operating Expenses at the Ann Arbor Skatepark be shared by the Friends of the Ann Arbor Skatepark and the City's Parks Operating Budget

**Attachments:** PAC - FY2019 SKATEPARK.pdf, Skatepark agreement amendment 1-14-19 clean.pdf

*C. Smith explained that the proposed resolution.*

**Moved by Kraut, seconded by London to approve the Resolution to Recommend the Parks Millage Operating Budget Partially Cover FY2019 Operating Expenses at the Ann Arbor Skatepark**

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

**Approved Resolution reads as follows:**

**Whereas, The agreement between the Friends of the Ann Arbor Skatepark (Friends) and the City of Ann Arbor (City) states the funding of the operation and maintenance of the Ann Arbor Skatepark is the responsibility of the Friends;**

**Whereas, The agreement provides a provision whereby the City can contribute to the cost of annual maintenance and operation as part of a funding review process;**

**Whereas, In FY2019, as of May 21st, 2019 approximately \$1,952 in operational costs have been expended at the Skatepark to date, with another \$15,000 in repairs anticipated prior to the end of the fiscal year;**

**Whereas, The City and Friends intend to equally share the cost of the \$15,000 upcoming repair; and**

**Whereas, The City parks millage overall operating budget is able to absorb these expenses without neglecting other budgeted park needs;**

**RESOLVED, That the Park Advisory Commission recommend that the parks operating budget partially cover FY2019 operating expenses at the Ann Arbor Skatepark in the amount of \$9,452.**

**Yeas:** 8 - Galardi, Santacroce, Morrison, Ramaswami, London, Appel, RAC Rep. Kraut, and Skylis

**Nays:** 0

**Absent:** 1 - Borgsdorf

**8-B**      [19-1057](#)      Resolution Appointing Members to the Skatepark Advisory Committee

**Attachments:**      PAC -Resolution Establishing Skatepark Advisory Committee and Appointing Members.pdf

*C. Smith explained the proposed resolution.*

**Moved by Kraut, seconded by London to approve the Resolution Establishing Skatepark Advisory Committee and Appointing Members as amended to include Rachel Skylis as a member of the committee.**

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

**Approved resolution reads as follows:**

**Whereas, On April 1, 2019, City Council approved revised bylaws of the Park Advisory Commission (PAC) and amended the Operating Agreement between Friends of the Ann Arbor Skatepark (Friends) and the City of Ann Arbor, for the management and operation of the Ann Arbor Skatepark;**

**Whereas, The revised bylaws of the PAC state that PAC may create a standing Skatepark Advisory Committee with representation from PAC, City park staff, Washtenaw County Parks and Recreation Commission staff, and the Friends, and that the committee shall advise on the operation, maintenance, and upkeep of the Ann Arbor Skatepark,**

**RESOLVED, That PAC establishes the Skatepark Advisory Committee;**

**RESOLVED, That the Skatepark Advisory Committee shall meet no less than twice a calendar year;**

**RESOLVED, That the Committee shall include two representatives of Friends and at least one person from each of the following groups: City Park staff, Washtenaw County Parks & Recreation Commission staff, and PAC membership;**

**RESOLVED, That the Skatepark Advisory Committee shall advise PAC on the operation, maintenance, and upkeep of the Ann Arbor**

**Skatepark, including advising on:**

- (1) Skatepark operations.**
- (2) Skatepark alterations or additional amenities.**
- (3) Organizing and hosting educational and special events at the Skatepark.**
- (4) Developing and distributing promotional materials and event advertising regarding the Skatepark.**
- (5) Distributing Skatepark rules and other educational materials to Skatepark users.**
- (6) Feedback regarding misuse of the Skatepark.**
- (7) Fundraising to support additional approved amenities, programs and improvements at the Skatepark.**
- (8) Developing a robust volunteer base to assist the City with the maintenance and operations of the Skatepark, along with developing set volunteer work days where volunteers will work under the general supervision of the City.**

**RESOLVED, That PAC appoints the following individuals to the Skatepark Advisory Committee, a standing committee:**

- Nina Juergens, Friends of the Ann Arbor Skatepark**
- Trevor Staples, Friends of the Ann Arbor Skatepark**
- Jeff Dehring, Washtenaw County Parks & Recreation Commission Staff**
- Colin Smith, Parks and Recreation Services Manager**
- Hillary Hanzel, Parks and Recreation Services Park Planner**
- Rachel Skylis, Park Advisory Commission**

**Yeas:** 8 - Galardi, Santacroce, Morrison, Ramaswami, London, Appel, RAC Rep. Kraut, and Skylis

**Nays:** 0

**Absent:** 1 - Borgsdorf

**8-C**      [19-1058](#)      Resolution to Recommend Accepting a Fair Food Network Grant for the Ann Arbor Farmers Market for \$45,000.00 and Appropriate Funds

**Attachments:**      PAC - DUF2019.pdf, Ann Arbor FM 2019 Double Up Grant - Updated 05.21.19.pdf

*Josh Landefeld, City of Ann Arbor Parks and Recreation Services Deputy Manager, explained the proposed resolution.*

*Councilmember J. Hayner asked if the funding is used completely each year.*

*Landefeld explained that it depends on the year, and that any unused funds roll to the next year.*

*C. Smith expressed appreciation for the program.*

**Moved by Galardi, seconded by Appel to approve the Resolution to Recommend Accepting a Fair Food Network Grant for the Ann Arbor Farmers Market for \$45,000.00 and Appropriate Funds**

**Moved by Galardi, seconded by Appel, to approve the Resolution to Recommend Accepting a Fair Food Network Grant for the Ann Arbor Farmers Market for \$45,000.00 and Appropriate Funds.**

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

**APPROVED RESOLUTION READS AS FOLLOWS:**

**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 approving a grant agreement with the Fair Food Network to administer the Double Up Food Bucks program at the Ann Arbor Farmers Market; and**

**RESOLVED, That the Park Advisory Commission recommend City Council accept and**

appropriate funding in the amount of \$45,000.00 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:** 7 - Galardi, Morrison, Ramaswami, London, Appel, RAC Rep. Kraut, and Skylis

**Nays:** 0

**Absent:** 1 - Borgsdorf

**Recused:** 1 - Santacroce

**8-D**      [19-1059](#)      Officer Elections for Chair and Vice-Chair

**Attachments:**      PAC Bylaws amendments 4\_10\_19  
(005CFCS\_afterCouncilapproval\_Clean).pdf

**Moved by Santacroce, seconded by Galardi, to appoint Paige Morrison to serve as Chair.**

**Unanimously approved.**

**Moved by Galardi, seconded by Morrison, to appoint Lauren London to serve as Vice Chair.**

**Unanimously approved.**

**9**      **LAND ACQUISITION MATTERS**

**Moved by Morrison, seconded by Appel, to enter closed session to discuss Land Acquisition Matters at 4:47 p.m.**

**Exited closed session at 5:14 p.m.**

**10**      **SECOND PUBLIC COMMENT (Not Limited to Agenda Items)**

*No speakers.*

**11**      **COMMUNICATIONS**

**11-A**      [19-1060](#)      Park Planning Capital Project Update



**Attachments:** 2019-06 PAC Update.pdf

**Received and Filed**

11-B [19-1061](#) PAC Council Update

**Attachments:** PAC COUNCIL UPDATE 6\_2019.pdf

**Received and Filed**

11-C [19-1062](#) Parks Project Status Table

**Attachments:** Parks\_Project\_Status\_Table-FY2018-19.pdf

**Received and Filed**

12 **CLOSED SESSIONS**

**Approved as presented**

13 **ADJOURNMENT**

**Unanimously adjourned at 5:14 p.m.**