



# City of Ann Arbor

## Formal Minutes

### Park Advisory Commission

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

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Tuesday, September 19, 2017

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: 4- E. Cooper, C. Smith, C. Pulcifer, and H. Hanzel*

**Present:** 8 - Robert Galardi, Paige Morrison, Stephen Borgsdorf, Julie Grand, Praveena Ramaswami, Lauren London, Mike Appel, and Ruth L. Kraut

**Absent:** 3 - Alan Jackson, David Santacroce, and Graydon Krapohl

C APPROVAL OF AGENDA

D PUBLIC COMMENTARY - (3 Minutes per Speaker)

E APPROVAL OF MINUTES

E1 17-1494 PAC Minutes for July 18, 2017

**Attachments:** 7-18-2017 PAC Minutes .pdf

**Approved by the Commission and forwarded to City Council.**

F SPECIAL PRESENTATIONS

**17-1514** Ann Arbor Station Environmental Assessment Presentation

**Attachments:** AAS EA Appendices.pdf, AAS EA Compiled Sections Signed.pdf

*E. Cooper presented information on the Ann Arbor Station Environmental Assessment. He explained in detail each of the alternative plans for the proposed train station. E. Cooper explained that the project is in a 45 day public review process, and that communications concerning the Ann*

*Arbor station will be accepted through November 2, 2017 at 5:00 p.m. He added that communication can be mailed or emailed to him at ecooper@a2gov.org or Eli Cooper, 301 E Huron Street. 4th Floor, PO Box 8647, Ann Arbor, MI 48107.*

*The Commission discussed parking spaces, funding, and walkability related to the Ann Arbor Station Environmental Assessment. They also discussed the usage of land zoned PL (Public Land).*

## **G NEW BUSINESS**

### **G1 [17-1495](#) Allen Creek Greenway / Treeline Update**

**Attachments:** The Treeline Allen Creek Urban Trail Summary Presentation.pdf, Treeline Master Plan Report Draft .pdf, Treeline Allen Creek Urban Trail Masterplan Resolution.pdf

*C. Pulcifer and Oliver Kiley presented the draft Treeline Master Plan, previously named the Allen Creek Greenway. They highlighted aspects of use, greenspace, connectivity, funding, and location.*

*The commission asked questions and provided feedback on the project.*

### **G2 [17-1496](#) Resolution to Recommend Approval of Two Three-Year Professional Services Agreements (PSA) for Engineering Services for Parks & Recreation for a Not to Exceed Annual Amount of \$150,000.00 per PSA**

**Attachments:** PAC- Engineering Consultant Memo .pdf, Engineering Consultant Resolution .pdf

*C. Smith gave a brief explanation of the resolution. He stated that the Parks and Recreation department keeps two engineering firms on retainer, and new firms are considered every three years. Having the firms on retainer allows projects in the department to move faster due to already having engineers to consult rather than searching out a firm for each project.*

*Approved Resolution reads as follows:*

*Whereas, The City issued a Request for Proposals, RFP #17-14, to identify consultants experienced in Engineering Services for parks and recreation projects;*

*Whereas, Eight firms submitted proposals in response to RFP #17-14;*

*Whereas, Staff has selected the following two consultants to perform the type of work identified in RFP #17-14:*

*SmithGroupJJR, Inc.  
ROWE Professional Services Company*

*Whereas, Award of contracts for services on an as-needed basis will allow the City to expedite the design, engineering and construction of 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; and*

*Whereas, Funding for services in FY 2019 and FY 2020 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget;*

*RESOLVED, That the Park Advisory Commission recommend City Council approve three-year Professional Services Agreements for Architecture Services with SmithGroupJJR, Inc. and ROWE Professional Services Company for a Not to Exceed Annual Amount of \$150,000.00 per PSA.*

**A motion was made by Galardi and seconded by Kraut, that the Resolution be Approved.**

**Approved unanimously.**

- G3**      [17-1497](#)      Resolution to Recommend Approval of Two Three-Year Professional Services Agreements (PSA) for Architectural Services for Parks & Recreation for a Not to Exceed Annual Amount of \$150,000.00 per PSA

**Attachments:**      Architectural Consultant Memo .pdf, Architectural Consultant Resolution .pdf

*C. Smith gave a brief explanation of the resolution. He stated that the Parks and Recreation department keeps two architecture firms on retainer, and new firms are considered every three years. Having the firms on retainer allows projects in the department to move faster due to already having architects to consult rather than searching out a firm for each project.*

*Approved Resolution reads as follows:*

*Whereas, The City issued a Request for Proposals, RFP #17-15, to identify consultants experienced in Architecture Services for parks and recreation projects;*

*Whereas, Ten firms submitted proposals in response to RFP #17-15;*

*Whereas, Staff has selected the following two consultants to perform the type of work identified in RFP #17-15:*

*Mitchell and Mouat Architects  
Kohler Architects*

*Whereas, Award of contracts for services on an as-needed basis will allow the City to expedite the architectural design and construction of 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; and*

*Whereas, Funding for services in FY 2019 and FY 2020 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget;*

*RESOLVED, That the Park Advisory Commission recommend City Council approve three-year Professional Services Agreements for Architecture Services with Mitchell and Mouat Architects and Kohler Architects for a Not to Exceed Annual Amount of \$150,000.00 per PSA.*

**A motion was made by Galardi and seconded by London that the Resolution be Approved.**

**Approved unanimously.**

**G4**      [17-1503](#)      Resolution to Recommend Approval of a Contract with Cross Renovations, Inc. to Construct an Addition at Bryant Community Center (\$315,750.00)

**Attachments:**      Bryant Memo and Resolution.pdf, Bryant Plan-Elevation.pdf

*H. Hanzel gave a brief explanation of the various improvements that will be made to the Bryant Community Center if the contract with Cross Renovations, Inc. is approved.*

*Whereas, the Parks and Recreation Open Space Plan identifies construction of an addition to the Bryant Community Center as a priority project;*

*Whereas, City staff held public meetings and worked with staff from CAN to identify project needs;*

*Whereas, The project supports multiple City sustainability goals;*

*Whereas, Funding for construction is available in the approved FY2018 Park Maintenance and Capital Improvement Millage budget (\$135,000.00) and through a grant from OCED (\$210,000);*

*Whereas, Competitive bids were received by Purchasing on April 11, 2017 to construct the addition and renovate the existing structure;*

*Whereas, The Park Advisory Commission recommended approval of this contract at their September 19, 2017 meeting;*

*Whereas, Cross Renovations, Inc. submitted the lowest responsive bid;*

*RESOLVED, That the Park Advisory Commission recommend City Council approve a contract with Cross Renovations, Inc. in the amount of \$315,750.00 and approve a construction contingency of \$29,250.00 to cover potential contract change orders for a total contract amount of \$345,000.00 for the life of the project without regard to fiscal year.*

**A motion was made by Jackson and seconded by Kraut that the Resolution be Approved.**

**Approved unanimously.**

**H UNFINISHED BUSINESS**

**I COMMISSION PROPOSED BUSINESS**

**J REPORT FROM PARKS AND RECREATION MANGER**

*C. Smith reported that the Rotary Grand Opening of the Universal Access Playground was successful. He informed the commission that the Fuller*

*Park Pool was open for an additional two weeks this year, and that the Vetern's Ice Arena is now open.*

**K REPORT FROM PARKS AND RECREATION ADVISORY COMMISSION**

**L REPORTS FROM RELEVANT COMMISSIONS AND COMMITTEES**

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

**N CLOSED SESSION**

**O TRANSMITTALS**

**O1 [17-1498](#) Park Planning Capital Project Update**

**Attachments: Park Planning Capital Project Update.pdf**

**O2 [17-1499](#) PAC Council Update September 2017**

**Attachments: PAC Council Update 9 2017.pdf**

**O3 [17-1500](#) Parks Project Status Table Fiscal Year 2017-2018**

**Attachments: Parks Project Status Table FY 2017-18.pdf**

**P ADJOURNMENT**