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TO: Mayor and Council

FROM: Milton Dohoney Jr., City Administrator

CC: Derek Delacourt, Community Services Area Administrator  
John Fournier, Deputy City Administrator  
Josh Landefeld, Parks & Recreation Manager  
Marti Praschan, CFO

SUBJECT: April 1, 2024 Council Agenda Response Memo

DATE: March 28, 2024

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**CA-4 –Resolution to Recommend Approval of a Professional Services Agreement with OHM Advisors to provide Parks with an Asset Management Plan and Appropriate Necessary Funds (\$729,104.00) (8 Votes Required)**

**Question:** Can you give examples of "unplanned projects"? (Councilmember Akmon)

**Response:** Parks has encountered several unplanned projects over the past few years, varying in scale from minor repairs to major reconstruction and replacement. Examples of recent large unforeseen projects include:

- West Park Bandshell (2021) foundation failure required closure of bandshell with approximate replacement of structure with a minimum investment of \$2,500,000 needed
- Veterans Memorial Ice Arena (2021-2023) structural issues in walls caused flooding issues and repairs were approximately \$500,000
- Farmers Market Office Building(2024) foundation failure required closure of the office and repair is anticipated to over \$250,000
- Bridges at Sylvan Park and Leslie Golf Course (2023) had structural failures that required closure until new structures could be designed and constructed costing roughly \$500,000

It's inevitable that some unforeseen issues will still arise, but this Asset Management Plan will allow the City to track the condition and anticipated lifespan of park infrastructure and enable us to better plan and budget for future repairs and replacements.

**Question:** Has this kind of planning been done before for Parks? If so, when? (Councilmember Akmon)

**Response:** Parks has never developed a comprehensive asset management plan that considers all assets owned by Parks and plans for their lifecycle needs. Parks has inspections and condition assessments done periodically on specific assets, but hasn't had a consistent plan that could track capital needs system-wide over the long-term. The comprehensive asset management plan will be a model that enables the City to track the condition of all parks, nature areas, and facilities across the park system and project timeframes and anticipated budgets associated with future renovations and replacement. It will aid us in prioritizing and planning for upcoming capital expenditures to maintain the desired level of service for the community. Furthermore, this model will help identify and prioritize funding gaps, enabling us to seek additional resources such as grants and partnerships.

Additionally, the City has recently completed three asset management plans for other areas, which served as references in the development of the Parks Asset Management Plan RFP:

- Water Asset Management Program – Water Treatment Plant (2017)
- Sanitary Sewer System Asset Management Plan – Systems Planning (2020)
- City of Ann Arbor Stormwater System Asset Management Plan – Systems Planning (2020)
- Transportation Asset Management Plan – Engineering (2023)

**Question:** How does this planning intersect with our PROS plan that we adopted last year? Please explain the difference between these two plans. Please explain the difference between this and capital improvements planning. (Councilmember Akmon)

**Response:** The asset management plan is designed to support other City plans such as the PROS plan and the Capital improvement plan by providing the department with a comprehensive projection of infrastructure needs and costs. By having this information along with the ADA report, staff will have the quantifiable data when making decisions regarding park improvements and new park projects.

Each of the plans listed below will intersect with others to provide an accurate snapshot of the parks needs and wants in the coming years.

*Park and Recreation Open Space (PROS) Plan:*

The PROS plan is intended to provide goals and direction for the park system based on community input, as well as identify future grant projects in order to meet state requirements. The PROS plan includes extensive community engagement to gather feedback on the current state of parks as well as understand the

community's desires and priorities for the future and is used by staff to prioritize projects.

Future iterations of the PROS plan will include information from the Asset Management Plan related to upcoming capital needs.

This plan must be updated every 5 years and is required to be eligible for State of Michigan Department of Natural Resources grants.

*Parks Asset Management Plan:*

The Parks Asset Management Plan is a comprehensive investigation into the current state of park infrastructure and a projection of future capital needs and budget impacts. This plan will enable Parks to plan and budget for long-term infrastructure needs as well as create a model for how to prioritize limited funding to maintain the desired level of service. Funding gaps will be identified, allowing Parks to better look for additional funding sources, whether it be grants, partnerships, or outside funding.

The outcome of the Parks Asset Management Plan will not be a static document that sits on a shelf, but rather an important tool for Parks, helping us to continue providing an essential service to the community well into the future.

*Parks ADA Transition Plan:*

The ADA Transition Plan is wrapping up and is anticipated to be adopted by Summer 2024. This Plan identifies existing barriers to accessibility and outlines needed improvements to Ann Arbor Parks & Recreation programs, services, activities and park assets to comply with ADA standards. This plan is filed with the US Department of Justice and commits Parks to a 30-year timeframe to address violations.

The ADA Transition Plan findings will be integrated into the Parks Asset Management Plan. This integration will offer an opportunity to prioritize projects that address infrastructure needs while enhancing accessibility throughout the park system.

*Capital Improvement Plan (CIP):*

The Capital Improvements Plan (CIP) outlines a six-year schedule of public service expenditures for large, physical improvements that are permanent in nature, including the basic facilities, services, and installations needed for the community to function. The CIP list of capital projects is developed by staff based on their understanding of capital needs. The Asset Management Plan will be an important tool in CIP planning, forecasting large infrastructure needs with associated timeframes and budgets.