



# 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, December 19, 2017

4:00 PM

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

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#### A ROLL CALL

*Staff present: C. Smith, J. Landefeld, R. Thornton, and B. Ruthven.*

**Present:** 8 - Alan Jackson, Robert Galardi, David Santacroce, Stephen Borgsdorf, Julie Grand, Mike Appel, Ruth L. Kraut, and Graydon Krapohl

**Absent:** 3 - Paige Morrison, Praveena Ramaswami, and Lauren London

#### B APPROVAL OF AGENDA

**Approved as Amended.**

#### C APPROVAL OF MINUTES

**C-1**     [17-1970](#)     Minutes of the October 17, 2017 PAC Meeting

**Attachments:**     10-17-2017 PAC Minutes with Live Links.pdf

**Approved by the Board as Amended and forwarded to the City Council.**

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

*Henry Buchtel explained a petition that he started regarding implementing a dog run in Buhr Park. He shared that 95 members of the community have signed the petition. He presented the petition, the comments, and other related documents to the Commission.*

**[18-0049](#)**     Various Communication to the PAC

**Attachments:**     BUHR\_DOG\_PAC.pdf

#### E SPECIAL PRESENTATIONS

- E-1**      [17-1971](#)      Community Action Network Annual Update on Bryant and Northside Community Centers

**Attachments:**      CAN Presentation- NCC and BCC 2017.pdf

*Derrick Miller, Director of the Community Action Network (CAN) program, provided a summary of the services that the CAN provides relating to the Bryant Community Center and Northside Community Center. He shared information and updates highlighting finances, programs and services, food distribution, impacts, and goals.*

*C. Smith explained that CAN's current contract expires in 2019, and he responded to the presented increase in funding needs, suggesting building in an escalator to the contract, contingent upon City Council budget approval. Smith explained that there is a possibility of amending the existing contract to provide additional funding for operational costs in fiscal year 2018.*

*D. Santacrose suggested granting an average of the need over five years each year instead of including an escalating amount in the contract.*

*R. Kraut inquired about when the PAC would decide to grant additional funding in 2019.*

*C. Smith answered that the contract would come to the PAC in March 2019 at the latest.*

**F**      **NEW BUSINESS**

- F-1**      [17-1972](#)      Open Space Millage Program Annual Activity Report

**Attachments:**      Open Space Millage Program Annual Activity Report  
FY2017 for Review.pdf

*R. Thornton reviewed the open space millage program, acquisitions, and financial statements with the Commission.*

- F-2**      [17-1973](#)      Review of First Quarter Parks & Recreation FY2017 Financials

**Attachments:**      FY2018 FORECAST.pdf

*C. Smith explained that all items are trending in the direction of the budget, and added that the budget is about half way through the fiscal*

year. He shared that the revenue is currently forecast at \$4.754 million, compared to the projected \$4.768 million, which he explained is less than half of a percent. C. Smith stated that expenses are anticipated to come in at \$6.1 million and that the budget for expenses is \$6.15 million. He explained that there is nothing at this time to cause concern and explained that he can provide more revenue updates in the spring.

R. Galardi expressed satisfaction with being within one percent of the budget.

- F-3      [17-1974](#)      Resolution to Recommend Approving a Contract for the Replacement of the Veterans Memorial Pool Filtration  
**Unanimously postponed to a future meeting.**

- F-4      [17-1975](#)      Resolution to Recommend Purchase of Golf Course Maintenance Equipment

**Attachments:**      PAC - GOLF EQUIPMENT2.1.pdf

C. Smith explained that the resolution is for the purchase of five pieces of golf equipment. He explained that by building the equipment purchase into the fleet fund, when the purchase needs to be made again, the money will be budgeted. C. Smith explained that this is the second year in a three-year replacement program.

A. Jackson inquired about additional bids.

C. Smith explained that there is a state contract with Spartan Distributors, and that there are two companies that provide golf equipment, Spartan and John Deere. Smith explained that all of the existing equipment is Spartan and that golf staff is satisfied with the quality and services provided by Spartan.

R. Galardi inquired about budgeting in the future regarding the fleet fund for replacement of the golf equipment.

C. Smith explained that the capital cost for the purchase at this time is a budgeted expense. He added that the annual fleet replacement costs will be absorbed into the fiscal year 2019 operating budget and factored into the fiscal year 2020 budget.

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

*Approved Resolution Reads as Follows:*

*Resolution to Approve the Purchase of Golf Course Maintenance Equipment from Spartan Distributors (NIPA – \$140,392.08)*

*Whereas, The Fleet & Facilities Unit needs to purchase replacement golf course maintenance equipment for the City’s fleet;*

*Whereas, Spartan Distributors, Sparta, MI, was the lowest responsive bidder to the National IPA Cooperative Purchasing Program (contract #2017025);*

*Whereas, Spartan Distributors complies with the requirements of the City’s nondiscrimination ordinances;*

*RESOLVED, That the Park Advisory Commission recommend the five pieces of golf course maintenance equipment being replaced be traded in or sold at the next City vehicle auction held after the equipment is removed from service; and*

*RESOLVED, That the Park Advisory Commission recommend approval of the issuance of a purchase order to Spartan Distributors for the purchase of five pieces of golf course maintenance equipment for a total amount of \$140,392.08 and the future budgeting of annual replacement costs of approximately \$21,875.00 in the Parks & Recreation General Fund operating budget to fund future replacements.*

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

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Santacroce, Borgsdorf, Appel, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Morrison, Ramaswami, and London

Properties

**Attachments:** Resolution to Recommend Approval of Park names for Acquired Properties- Brokaw.pdf, Resolution to Recommend Approval of Park names for Acquired Properties- Onder.pdf, Resolution to Recommend Approval of Park names for Acquired Properties- Oakwoods.pdf

*C. Smith explained that there are three park owned properties that are in need of official names. He explained that the proposed Brokaw Nature Area be named as such. He explained that the land as well as an endowment was donated by Donald and Earldine R. Brokaw.*

**A motion was made by Jackson and seconded by Galardi that the Resolution to recommend naming the property acquired from the Joseph Donald Brokaw and Earldine R. Brokaw Foundation as “Brokaw Nature Area” be approved by the Commission.**

*Approved Resolution Reads as Follows:*

*Whereas, The property was acquired as parkland by the City of Ann Arbor in October 2013;*

*Whereas, The property contains high quality ecological features; and*

*Whereas, The property and a stewardship endowment was donated by the Joseph Donald Brokaw and Earldine R. Brokaw Foundation;*

*RESOLVED, That the Park Advisory Commission recommends Mayor and City Council approve the park purchased from the Joseph Donald Brokaw and Earldine R. Brokaw Foundation be named "Brokaw Nature Area."*

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

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Santacroce, Borgsdorf, Appel, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Morrison, Ramaswami, and London

*C. Smith explained that an official naming of Onder Nature Area is being requested by staff.*

**A motion was made by Galardi and seconded by Appel that the Resolution recommend naming the property purchased from Janice Onder as "Onder Nature Area" be approved by the Commission as Amended.**

*Approved Resolution Reads as Follows:*

*Whereas, The property was acquired as parkland by the City of Ann Arbor in January 2007;*

*Whereas, The property contains high quality ecological features; and*

*Whereas, The property provides an important corridor between nearby parks and nature areas;*

*RESOLVED, That the Park Advisory Commission recommends Mayor and City Council approve the park purchased from Janice Onder be named "Onder Nature Area."*

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

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Santacroce, Borgsdorf, Appel, and RAC  
Rep. Kraut

**Nays:** 0

**Absent:** 3 - Morrison, Ramaswami, and London

*C. Smith explained that the 26 acre parcel was acquired from Nixon Associates. C. Smith added that it the staff recommendation to extend the naming of Oakwoods Nature Area due to the property bordering the existing park.*

**A motion was made by Jackson and seconded by Kraut that the Resolution to recommend naming the property purchased from BRE Nixon Road Associates, LLC, as "Oakwoods Nature Area" and add the property to the adjacent Oakwoods Nature Area.**

*Approved Resolution Reads as Follows:*

*Whereas, The property was acquired as parkland by the City of Ann Arbor*

*in December 2016;*

*Whereas, The property contains high quality ecological features; and*

*Whereas, The property is contiguous with the adjacent Oakwoods Nature Area and shares many of the same ecological features;*

*RESOLVED, That the Park Advisory Commission recommends Mayor and City Council approve the park purchased from BRE Nixon Road Associates, LLC be named "Oakwoods Nature Area" and be added to the adjacent Oakwoods Nature Area.*

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

**Vote: 6-0**

**Yeas:** 6 - Jackson, Galardi, Santacroce, Borgsdorf, Appel, and RAC Rep. Kraut

**Nays:** 0

**Absent:** 3 - Morrison, Ramaswami, and London

**G COMMISSION PROPOSED BUSINESS**

**G-1**     [17-1977](#)   Annual Officer Elections

**Attachments:**   PAC Bylaws- Revised.pdf

*After an anonymous vote, Santacroce and Morrison will continue in their existing positions as Chair and Vice Chair*

**G-2**     [17-1978](#)   Approval of 2018 Calendar

**Attachments:**   PAC and LAC Meeting Schedule for Approval.pdf

**Unanimously approved by the Commission.**

**H REPORT FROM PARKS AND RECREATION MANAGER**

*C. Smith explained that the various outdoor ice rinks are in the process of being set up.*

**I REPORT FROM RECREATION ADVISORY COMMISSION**

*None.*

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

*J. Grand explained that the Treeline Master Plan was approved by City Council.*

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

*None.*

**L CLOSED SESSION**

**M TRANSMITTALS**

**M-1**     [17-2060](#)   Park Planning Capital Project Update

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

**Received and Filed**

**M-2**     [17-2061](#)   PAC Council Update

**Attachments:**   PAC COUNCIL UPDATE 12 2017.pdf

**Received and Filed**

**M-3**     [17-2030](#)   Parks Project Status Table

**Attachments:**   Parks Projects Status Table FY2018.pdf

**Received and Filed**

**N ADJOURNMENT**

**Adjourn.**