



**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, October 20, 2020

4:00 PM

Electronic Meeting

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This meeting will be broadcast live on CTN Cable Channel 16, ATT Channel 99, and online at [a2gov.org/watchCTN](http://a2gov.org/watchCTN)

To speak at public comment call 206-337-9723 or 213-338-8477 or Toll Free 877-853-5247 or 888-788-0099 Enter Meeting ID: 960 1440 5161

**1 CALL TO ORDER**

*Chair Morrison called the meeting to order at 4:04 p.m.*

**2 ROLL CALL**

*Others Present:*

*Derek Delacourt, Community Services Area Administrator  
Kristen Vander Lugt, Planning Staff*

**Present:** 10 - Paige Morrison, Stephen Borgsdorf, Julie Grand, Praveena Ramaswami, Lauren London, Mike Appel, Ruth L. Kraut, Rachel Skylis, Jeff Hayner, and Anne Marsan

**3 APPROVAL OF AGENDA**

**Approved unanimously as presented.**

**4 FIRST PUBLIC COMMENT**

*Hamilton, (address unknown), expressed support for the Food Forest project, explaining the positive impact the project has on the surrounding community.*

**5 APPROVAL OF MINUTES**

**5-A**     [20-1593](#)     Minutes of the September 15, 2020 PAC Meeting

**Attachments:**     9-15-2020 PAC Minutes.pdf

**Moved by Borgsdorf, seconded by Skylis, approved unanimously**

as presented and forwarded to the City Council.

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

**Nays:** 0

**6 PRESENTATIONS**

**6-A [20-1595](#) Park Operations**

**Attachments:** 2020 Council Park Ops Overview.pdf

*City of Ann Arbor Parks and Recreation Deputy Manager Scott Spooner presented a Parks Operations presentation.*

*The Commission discussed tree maintenance and snow plowing within the city.*

**7 REPORTS**

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

*No report.*

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

*No report.*

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

*No report.*

**8 NEW BUSINESS**

**8-A [20-1596](#) Resolution to approve reconfiguring the Burns Park Tennis Courts from four tennis courts to three tennis courts and two pickleball courts.**

**Attachments:** 2020\_1007 PAC RESOLUTION  
PICKLEBALL\_CSEDIT.pdf, 2020\_1020 BURNS PARK  
PICKLEBALL SURVEY RESULTS AND COMMENTS.pdf

*City of Ann Arbor Landscape Architect Adam Fercho explained the proposed resolution. Fercho explained the condition of the site and the*

*pickleball court configuration options.*

*The Commission discussed the potential for an art installment on the court.*

**Moved by Ramaswami, seconded by London to approve Resolution to approve reconfiguring the Burns Park Tennis Courts from four tennis courts to three tennis courts and two pickleball courts.**

*COMMISSION DISCUSSION:*

*None.*

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

**Approved resolution reads as follows:**

**RESOLUTION TO APPROVE RECONFIGURING THE BURNS PARK TENNIS COURTS FROM FOUR TENNIS COURTS TO THREE TENNIS COURTS AND TWO PICKLEBALL COURTS**

**Whereas, Burns Park currently has four tennis courts that are in poor condition and need to be resurfaced,**

**Whereas, Requests for dedicated Pickleball courts were noted in the PROS Plan as well as community meetings, Whereas, Leslie Park has the only dedicated pickleball courts in the City of Ann Arbor Parks and Recreation system,**

**RESOLVED, That the Park Advisory Commission approves reconfiguring the Burns Park Tennis Courts from four tennis courts to three tennis courts and two pickleball courts.**

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

**Nays: 0**

- 8-B**     [20-1597](#)     Resolution to Recommend Approval of Three-Year Professional Services Agreements for Engineering Services for Parks & Recreation with SmithGroup, ROWE Professional Services Company, and Stantec Consulting Michigan, Inc.

**Attachments:** RFP\_20-26 Engineering Services\_PAC resolution.pdf

*City of Ann Arbor Landscape Architect Hillary Hanzel explained the proposed Resolution to Recommend Approval of Three-Year Professional Services Agreements for Engineering Services for Parks & Recreation with SmithGroup, ROWE Professional Services Company, and Stantec Consulting Michigan, Inc. (NTE Annual \$150,000.00 per firm).*

*The Commission discussed past contracts and the payment process.*

*Commissioner Rachel Skylis inquired about recusal due to her father working for Stantec Consulting Michigan, Inc.*

*Delacourt explained that Skylis does not need to be recused from this item.*

**Moved by Kraut, seconded by Skylis to approve the Resolution to Recommend Approval of Three-Year Professional Services Agreements for Engineering Services for Parks & Recreation with SmithGroup, ROWE Professional Services Company, and Stantec Consulting Michigan, Inc. (NTE Annual \$150,000.00 per firm)**

*COMMISSION DISCUSSION:*

*None.*

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

**Approved resolution reads as follows:**

**RESOLUTION TO RECOMMEND APPROVAL OF THREE-YEAR PROFESSIONAL SERVICES AGREEMENTS FOR ENGINEERING SERVICES FOR PARKS & RECREATION WITH SMITHGROUP, ROWE PROFESSIONAL SERVICES COMPANY, AND STANTEC CONSULTING MICHIGAN, INC. (NTE ANNUAL \$150,000.00 PER FIRM)**

**Whereas, Parks & Recreation Services often requires the services of consultants to perform design and engineering work on multiple projects;**

**Whereas, Issuing RFPs and selecting consultants for each project individually is labor intensive for both the City and consultants;**

**Whereas, Pre-qualifying consultants with appropriate experience to perform work on an as-needed basis saves valuable staff time and expedites project completion;**

**Whereas, The City issued a Request for Proposals, RFP #20-26, to identify consultants experienced in Engineering Services for parks and recreation projects;**

**Whereas, Eleven firms submitted proposals in response to RFP #20-26;**

**Whereas, Staff has selected the following three consultants as qualified to perform the type of work identified in RFP #20-26:**

**SmithGroup ROWE  
Professional Services Company  
Stantec Consulting Michigan, Inc.**

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

**Whereas, Funding is available in the approved FY2021 Parks Maintenance and Capital Improvements budget to cover the cost of these services;**

**Whereas, Funding for services in FY 2022 and FY 2023 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget; and**

**RESOLVED, That the Park Advisory Commission recommend City Council approve three-year Professional Services Agreements for Engineering Services with SmithGroup, ROWE Professional Services Company, and Stantec Consulting Michigan, inc.**

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

**Nays: 0**

Agreements for Architectural Services for Parks & Recreation with Mitchell and Mouat Architects and Hubbell, Roth & Clark, Inc.

**Attachments:** RFP\_20-27 Architectural Services\_PAC resolution.pdf

*Hanzel explained the proposed Resolution to Recommend Approval of Three-Year Professional Services Agreements for Architectural Services for Parks & Recreation with Mitchell and Mouat Architects and Hubbell, Roth & Clark, Inc. (NTE Annual \$150,000.00 per firm).*

*The Commission discussed past architectural projects.*

**Moved by Borgsdorf, seconded by Marsan, to approve the Resolution to Recommend Approval of Three-Year Professional Services Agreements for Architectural Services for Parks & Recreation with Mitchell and Mouat Architects and Hubbell, Roth & Clark, Inc. (NTE Annual \$150,000.00 per firm).**

*COMMISSION DISCUSSION:*

*None.*

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

**RESOLUTION TO RECOMMEND APPROVAL OF THREE-YEAR PROFESSIONAL SERVICES AGREEMENTS FOR ARCHITECTURAL SERVICES FOR PARKS & RECREATION WITH MITCHELL AND MOUAT ARCHITECTS AND HUBBELL, ROTH & CLARK, INC. (NTE ANNUAL \$150,000.00 PER FIRM)**

**Whereas, Parks & Recreation Services often requires the services of consultants to perform design and architecture work on multiple projects;**

**Whereas, Issuing RFPs and selecting consultants for each project individually is labor intensive for both the City and consultants;**

**Whereas, Pre-qualifying consultants with appropriate experience to perform work on an as-needed basis saves valuable staff time and expedites project completion;**

**Whereas, The City issued a Request for Proposals, RFP #20-27, to identify consultants experienced in Architecture Services for parks**

and recreation projects;

**Whereas, Seventeen firms submitted proposals in response to RFP #20-27;**

**Whereas, Staff has selected the following two consultants as qualified to perform the type of work identified in RFP #20-27:**

**Mitchell and Mouat Architects  
Hubbell, Roth & Clark, Inc.**

**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 FY2021 Parks Maintenance and Capital Improvements budget to cover the cost of these services;**

**Whereas, Funding for services in FY 2022 and FY 2023 will be contingent upon City Council approval of the Parks Maintenance and Capital Improvements budget; and**

**RESOLVED, That the Park Advisory Commission recommend City Council approve three-year Professional Services Agreements for Architecture Services with Mitchell and Mouat Architects and Hubbell, Roth & Clark;**

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

**Nays:** 0

**8-D**      **20-1598**      Resolution Regarding the Leslie Food Forest Project

**Attachments:**      Food Forest Answers from Staff.pdf, Northside Food Forest Answers.pdf, Updated Northside Food Forest Proposal.pdf, Emails regarding Northside Food Forest.pdf

*Robin Greenwood and ShuNahSii Rose updated the Commission regarding the Leslie Food Forest project.*

*Commissioner Praveena Ramaswami inquired if a officially recognized organization has been formed regarding the Leslie Food Forest project.*

*Greenwood answered, no.*

*Commissioner Skylis inquired about water needs on site.*

*Greenwood explained that water needs will be met by a catchment system.*

*Commissioner Anne Marsan inquired about funding source.*

*ShuNahSii Rose explained that grant funding sources are being pursued.*

*Commissioner Ruth Kraut inquired about the placement of the project.*

*Spooner explained that within the park, the selected area is most ideal for a project like the Leslie Food Forest project.*

*Councilmember Hayner inquired about requirements for an officially recognized organization relating to the Leslie Food Forest project.*

*Delacourt answered that it is more common for there to be an officially recognized organization, and that most commonly in situations like this the organization is a 501(c)(3).*

**Moved by Borgsdorf, seconded by Skylis, to approve the Resolution regarding the Leslie Food Forest Project.**

*COMMISSION DISCUSSION:*

*The Commission discussed long term goals, reasonable requirements, and time frame requirements.*

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

**Approved resolution reads as follows.**

**Whereas, in early 2020 the Northside Food Forest began their project in the southern section of Leslie Park, on a site less than one acre in size;**

**Whereas, neither City permission, nor public input were sought prior to commencing work on the NFF;**

**Whereas, concern has been raised by citizens regarding the lack of**



public input solicited by NFF;

Whereas, residents have voiced both support and opposition for the NFF project;

Whereas, the NFF aims to achieve goals in line with City sustainability goals;

Whereas, a template for the establishment and management of community gardens exists in an agreement between Project Grow and the City of Ann Arbor;

Whereas, the agreement between Project Grow and the City of Ann Arbor outlines a process for establishing new garden sites or the extension of existing sites, with staff providing their recommendation, but leaving the final recommendation up to the Park Advisory Commission;

Whereas, staff recommend treating the NFF as a pilot project through the 2021 season, allowing for an opportunity to see how the project resonates with community;

Whereas, the purpose of the Park Advisory Commission is to provide a consistent and formal opportunity for public involvement and perspective regarding community park and recreation services;

**RESOLVED**, that the Park Advisory Commission believe the NFF project seeks to address meaningful sustainability goals along with having the potential to strengthen community, but that a lack of process, permission and public input has generated polarizing sides of support and opposition for the project;

**RESOLVED**, that the Park Advisory Commission recommend approval of the NFF on a pilot basis only, following these steps:

1. Prior to April 1, 2021 The City and NFF develop a working agreement that outlines the goals and purpose of the NFF, the organizational structure of the NFF, maintenance responsibilities, community outreach, signage, insurance requirements, and level of City support.
2. Until such an agreement is formalized and signed by both parties that no further work on the site occur, beyond what is necessary to keep the existing NFF alive and in good condition.
3. For the 2021 season any additional plantings and landscaping must be approved prior to implementation. Failure to do so will end the pilot project and require removal of the NFF.
4. For the 2021 season no permanent or semi-permanent structures will be erected on the NFF site in Leslie Park.
5. During the 2021 season the NFF conduct at least 3 free outreach and educational classes, with support from City Staff, on Food Forests to neighborhoods near Leslie Park.

6. That the NFF report back to the Park Advisory Commission at their October 2021 meeting on how the 2021 season went.

7. The Park Advisory Commission will decide the future of the NFF project at Leslie Park at the conclusion of the pilot process.

9 COMMISSION PROPOSED BUSINESS

*None.*

10 LAND ACQUISITION MATTERS

*None.*

11 SECOND PUBLIC COMMENT (Not Limited to Agenda Items)

*Hamilton, (address unknown), expressed support for the Food Forest Project and expressed appreciation for the Commission's work related for the Food Forest.*

12 COMMUNICATIONS

12-A [20-1599](#) Park Planning Capital Project Update

**Attachments:** 2020-10 PAC Update.pdf

**Received and Filed**

12-B [20-1600](#) PAC Council Update

**Attachments:** PAC COUNCIL UPDATE 10\_2020.pdf

**Received and Filed**

12-C [20-1601](#) Parks Project Status Table

**Attachments:** Parks\_Project\_Status\_Table-FY2021.pdf

**Received and Filed**

13 CLOSED SESSION

14 ADJOURNMENT

