



**CITY OF ANN ARBOR – PARKS ADVISORY COMMISSION  
MEETING MINUTES  
February 26, 2008**

The regular meeting of the Park Advisory Commission was held on Tuesday, February 26, 2008 at 4:00 p.m. in the Council Chambers located in City Hall, 100 N. Fifth Avenue, Ann Arbor, Michigan.

I. The meeting was called to order at 4:13 p.m. by Chair, L. Berauer.

II. Roll Call:

Members Present: (9) L. Berauer, B. Macomber D. Barrett, J. Grand, J. Lawter, G. Nystuen, S. Rosencrans, T. Berla, S. Offen (arrived at 4:17p.m.)

Ex-Officio Members Present: (2) S. Kunselman (arrived at 4:18 p.m.), M. Anglin

Ex- Officio Members Absent: (0) None.

Members Absent: (0) None

Staff Present: (9) J. Miller, Colin Smith, D. Simon, Jason Nealis, D. Thompson, Tim Nagae, J. Dehring, Jason Frenzel (NAP), L. Bowen

Guests: (1) Deputy Chief Bazick

**L. Berauer** stated before the meeting that Christen Smith is no longer with the City of Ann Arbor and introduced Colin Smith to the Commission as Interim Parks Services Manager, and later in the meeting under the Report from Parks and Recreation Manager he will give an update on the staffing for Parks, how the search is going to fill open positions.

**APPROVAL OF AGENDA – L. Berauer** asked the Commission if there was anything that needed to be discussed or if there were any additions or requests. There were none.

**PUBLIC COMMENTARY - AGENDA ITEMS** (3 Minutes per Speaker)

**Tim Nagae** stated he was a producer at CTN Network and has come to the Parks Advisory Commission meeting to promote a television show called “Eco Sense,” which CTN have been producing for the last 6 months.

“Eco Sense” has a talk show format with various short documentary/news segments focusing on energy and environmental issues. Stating they just finished the first three shows, which are about energy. The show features Dave Konkle, the City’s Energy Coordinator, who is the main panelist for these energy shows. Also, it has Robert Black of the Energy Commission, Mayor Hieftje, and Sean Reed of the Clean Energy Coalition as another panelist for each show.

52 The first “Eco Sense” show discusses problems caused by human energy consumption,  
53 such as global climate changes, Peak Oil, or energy shortage issues. Mayor Hieftje  
54 appears in the second show talking about the City’s energy use, future plans like the LED  
55 light program, solar panels and windmills. And the third show includes alternative fuel  
56 vehicles and energy conservation issues.

57  
58 “Eco Sense” was made for the general audience. Mr. Nagae stated he understood all the  
59 PAC commissioners are familiar with these issues, so the contents of the show may not  
60 be anything new to them . Mr. Nagae stated he was confident that the show is visually  
61 interesting enough to draw more people’s attention to energy and environmental issues.  
62 He would like PAC to watch the program, so he brought the DVD copies of the three “Eco  
63 Sense” shows recorded on one disk for all the PAC commissioners today.  
64 Mr. Nagae asked the Commission to please share this video with anybody who is  
65 interested in viewing the show. He also states if there are any questions about the “Eco  
66 Sense show”, to please call him at CTN at 769-7422.

67 “Eco Sense I, II & III”

68 (30 minute-talk/documentary TV Program about energy and environment)

69  
70 “Eco Sense – Energy Challenge I”  
71 (Problems caused by human energy consumption)

72  
73 Tuesday, 2/26 at 3:30pm  
74 Thursday, 2/28 at 9pm  
75 Sunday, 3/2 at 9am  
76 Friday, 3/7 at 8pm

77  
78 “Eco Sense – Energy Challenge II”  
79 (Alternative energy sources)

80  
81 Tuesday, 2/27 at 4pm  
82 Thursday, 2/28 at 9:30pm  
83 Sunday, 3/2 at 9:30am  
84 Friday, 3/7 at 8:30pm

85  
86 “Eco Sense – Energy Challenge III”  
87 (Alternative fuel vehicles and energy conservation)

88  
89 Premiere: Sunday, 2/24, in the 8 pm – 8:30pm time period.

90  
91 Replays: Tuesday, 2/26 at 4:30 p.m.  
92 Tuesday, 2/26 at 9:00 p.m.  
93 Thursday, 2/28 at 2:00 p.m.  
94 Saturday, 3/1 at 9:30 p.m.  
95 Sunday, 3/2 at 10:00 a.m.  
96 Sunday, 3/2 at 10:30 p.m.  
97 Tuesday, 3/4 at 9:30 p.m.  
98 Wednesday, 3/5 at 3:30 pm  
99 Friday, 3/7 at 9:00 p.m.  
100 Saturday, 3/8 at 10:00 p.m.

101  
102 On Comcast Channel 19

103  
104 **L. Berauer** stated when Mr. Nagae wrote her she felt what is being done in terms of the  
105 Environmental series is just absolutely wonderful, it's a great thing you are doing for the  
106 whole community getting the word out of what can be done.  
107  
108 **T. Berla** asked if any of the programming will ever come on non-Comcast television  
109 outlets.  
110  
111 **Tim Nagae** stated not at this time, only on Comcast. He also stated that he was hoping  
112 the Michigan Television Network would take it but they didn't.  
113  
114 **T. Berla** stated now that there are other television providers in the city it is an interesting  
115 situation because he can't watch the meetings on his television provider because it is not  
116 Comcast,.  
117  
118 **Tim Nagae** stated this is why he brought the DVD to the meeting, so that the  
119 Commissioners can watch it.  
120  
121 **J. Miller** stated the reason it is only on Comcast is because CTN receives revenues from  
122 Comcast, which is why 'Eco-Sense' is broadcast through Comcast and not any other  
123 provider. Comcast is actually a funding source for CTN and it is through the cable  
124 franchise agreement with Comcast why the City channels are only broadcast on  
125 Comcast.  
126  
127 **T. Berla** stated he was confused about that and maybe there is an answer to this, at  
128 some point he thought he saw a reference to similar revenues from AT&T and other  
129 providers in the same stream. First of all he thinks because this is a public service we  
130 want to be broadly available in the community if it's only going to be on Comcast because  
131 of the reason J. Miller stated, which is a good reason, then we need to re-think what we  
132 are doing and see if that is really smart, which can't be done in this meeting. If there is  
133 money going from AT&T then obviously the AT&T customers should get to see it.  
134  
135 **J. Miller** stated as TV or viewing has become so much broader and there are other  
136 providers that's very much an issue the City is trying to address.  
137  
138 **L. Berauer** stated she would like to add if there is any way, not knowing how expensive  
139 this is, but thinks it's be pretty simple, to get these programs on to the Web.  
140  
141 **T. Nagae** stated they are thinking of this, but this is a 30 minute show, maybe it can be  
142 put on YouTube because it would not be good quality otherwise.  
143  
144 **L. Berauer** stated she was not thinking of YouTube, she was thinking more of streaming  
145 video and there are high quality ways of doing it and then people could view it on  
146 demand.  
147  
148 **Tim Nagae** stated they are in the process of doing things like this and stated he could not  
149 answer when this would become available.  
150  
151 **L. Berauer** thanked Mr. Nagae for coming to the meeting, stating it is interesting because  
152 later in the agenda the Commission wanted to discuss the issue of the policy for lighting

153 our Athletic Fields and are interested in saving energy, stating this discussion fits in the  
154 agenda of today's meeting.

155  
156 **S. Rosencrans** stated he has seen the first couple of episodes of the show and thinks it  
157 is very good, he truly enjoyed them and is nicely done. The other thing is just feedback  
158 since Mr. Nagae is here and since we are in a public meeting, just feedback to CTN if it  
159 can be communicated, that when he watches the meetings on television he gets a loud  
160 buzzing in the audio for the public meetings and not on other channels. If this is a  
161 technical problem it should be passed on to CTN.

162  
163 **Tim Nagae** stated they have been having problems with this pertaining to bad  
164 connections and will take this information back to CTN.

165  
166 **S. Rosencrans** stated 'Eco Sense' is a great show.

167  
168 **Tim Nagae** passed out the DVD's of the "Eco Sense" program to the Commissioners.

169  
170 **Rosemarie Pitsch** spoke on behalf of the Ann Arbor Soccer Association and asked that  
171 her memo be included in the minutes:

172  
173 February 26, 2008

174  
175 Dear Members of the Parks Advisory Commission:

176  
177 This letter serves both to introduce PAC to our organization, and to support efforts to  
178 improve the soccer fields at Fuller Park, our home for the past several decades.

179  
180 The Ann Arbor Soccer Association is a volunteer-run non-profit organization that has  
181 served the Ann Arbor community for more than 30 years. Our mission is to promote and  
182 maintain the availability of adult recreational outdoor soccer. We provide a fun and safe  
183 atmosphere to all individuals, from the ages of 15 to senior citizens, regardless of playing  
184 experience or skill level. We are particularly unique because unlike leagues where  
185 players must wait for a spot on a team to become available and possibly have to try-out,  
186 we are truly open to anyone wanting to play soccer. Our format promotes skills  
187 development by blending less experienced players with more experienced players in a  
188 non-competitive environment. To our knowledge, there are no other organizations that  
189 offer the experience we do within 45 minutes of Ann Arbor. Further, as a not-for profit  
190 entity, we strive to keep our registration fees as low as possible so that we can provide an  
191 affordable fitness activity to as many people as possible. This activity promotes a  
192 healthier lifestyle than many other recreational activities because of the constant  
193 movement.

194  
195 The fields at Fuller Park have fallen into a state of disrepair over the past few years. The  
196 irrigation system has not functioned properly in approximately 4 years, and as a result,  
197 there is very little grass and the ground is very hard and uneven. We have observed an  
198 increase in both the frequency and severity of injuries as a result. I attended the January  
199 PAC meeting, and was very surprised at Councilman Kunselman's hesitation regarding  
200 planned, long overdue improvements at Fuller. We wish to respond to some of the  
201 concerns he raised, as well as clarify a few facts so that PAC is fully informed before  
202 making recommendations to City Council.

203

204 Mr. Kunselman raised the question of how much it costs to maintain a soccer field. When  
205 considering the answer, PAC should be aware that AASA owns and maintains all of the  
206 goals and nets at Fuller Park, not the city of Ann Arbor. We also pay for the lining of the  
207 fields. We make use of these for 90 minutes, Monday through Friday, and they are  
208 available for public use and enjoyment the rest of the time. I have heard some of the  
209 Parks Department's plans to build fences around Fuller and only allow renters access to  
210 the fields. While we appreciate the desire to protect the fields, we want to promote  
211 accessibility over exclusion. This does come with the need to commit to field stewardship.  
212 We have committed to maintaining equipment and lining at Fuller, and have done so for  
213 many years. While we may experience frustration that our equipment is subjected to wear  
214 and tear by a broader constituency than our membership, we also recognize that part of  
215 our stewardship benefits the community as a whole. We are not in favor of making the  
216 fields into professional quality fields that restricts use to only groups with reservations,  
217 and leaves city residents who want to kick around a soccer ball with a few friends with  
218 nowhere to play.

219  
220 Our organization probably spends more time at this park than any other group, and we  
221 are not asking for World Cup quality playing fields. It is probably unrealistic to expect that  
222 at Fuller, but it is reasonable to expect a functional irrigation system and more grass than  
223 rocks and dirt. The first step should be to bring the irrigation system back to working  
224 order. Fields should be rolled in the spring while the ground is soft, and should be seeded  
225 and aerated as appropriate after that. Fuller Park is the only park in Ann Arbor with  
226 enough fields to support a league. In fact, there are only 11 soccer fields in Ann Arbor  
227 (many of which actually do not have any soccer goals on them, making Fuller one of the  
228 only places in Ann Arbor where park goers can play soccer). As the PROS plan indicated,  
229 the tremendous growth of soccer and other growing sports has placed severe demands  
230 on the existing facilities...and the current number of fields...does not come close to  
231 meeting the demand.”

232  
233 Mr. Kunselman seemed to imply that there is little interest in soccer in Ann Arbor,  
234 because “the same 400 people” sign up to play every season in our league. From our  
235 perspective, repeat business is an indication that we are doing a good job! It is neither fair  
236 nor appropriate to draw conclusions about the level of interest in the sport from the casual  
237 observation of one former player, however. The fact of the matter is that our growth is  
238 limited by the number of fields we are able to rent every year, either due to “resting” of  
239 fields or reservations from other groups. Our league has been running at capacity with  
240 approximately 1000 individual registrations over 3 seasons (and had waitlists for  
241 registrations) for the past few years. We have made virtually no effort to advertise our  
242 league beyond our website because the number of available fields limits our potential  
243 growth. Despite this, we do have a substantial number of new players every year, and we  
244 welcome them as much as we do our returning players.

245  
246 Another area of concern was that Fuller Park is not used during the winter months. Very  
247 few of the city's many parks are used during these months, but if this was mentioned as  
248 an indication of a lack of revenue for the city, this is not entirely accurate. The city rents  
249 the parking lot at Fuller Park to the University of Michigan from Labor day-Memorial day.  
250 Knowing what I pay for my blue pass, I would certainly hope this is a lucrative source of  
251 income for the city.

252  
253

254 Our organization has a vested interest in Fuller Park, both as soccer players and as  
255 residents of Ann Arbor. We wish to offer any assistance we can to improve the condition  
256 of the fields, and hope that we can work together with PAC to achieve this goal. Please  
257 do not hesitate to contact us if we can be of assistance.

258  
259 Sincerely,

260  
261 Rosemarie Pitsch  
262 Ann Arbor Soccer Association

263  
264  
265 **L. Berauer** asked Ms. Pitsch to send her comments electronically so that they could be  
266 included in the minutes and also asked if Ms. Pitsch had been in contact with our Athletic  
267 Field committee and hopes she will be meeting with them because they will be presenting  
268 their final report at the next meeting on March 18, 2008.

269  
270 **A - APPROVAL OF MINUTES**

271  
272 **A-1 J. Lawter** moved, supported by **S. Offen** to approve the minutes of January  
273 15, 2008 with additions. The minutes of January 15, 2008 were approved  
274 unanimously with stated corrections to be added.

275  
276 **S. Offen** had a comment on page 9 regarding the Golf Course Resolution,  
277 and stated it would have been helpful if at the very end the entire amended  
278 Resolution would have been printed.

279  
280 **L. Berauer** stated she noticed the Resolution was in the packet, but would  
281 agree that they should be re-inserted in the minutes in the appropriate  
282 place. Stating that the first amended Resolution should be inserted at line  
283 458 and the Resolution regarding the Liquor License should be inserted at  
284 line 510.

285  
286 **L. Berauer** commented that the minutes are amazing and that the January  
287 15, 2008 meeting was a very intense meeting and the way the discussion  
288 was captured was absolutely a model, actually above and beyond and more  
289 than a model. Also stating Karen Sydney was a speaker at the January  
290 meeting and would send Lynn Bowen the actual document to also be added  
291 to these minutes.

292  
293 **L. Berauer** asked for a vote approving the Minutes with the additions that  
294 she and **S. Offen** suggested. The Minutes were approved with the  
295 additions.

296  
297 **SPECIAL PRESENTATIONS**

298  
299 **Buhr Park and Veteran's Park Staff presentation on Ice Arena**

300  
301 **Jason Nealis**, supervisor at Veteran's Park who has historically worked as a  
302 seasonal employee at Buhr for four years, spoke on the amenities at Buhr Park  
303 stating it is an outdoor skating facility with a pavilion style roof with open walls that  
304 gives the experience of skating outside. Also stating that It's kind of a throw-back that

305 a lot of communities don't have these days and has been mentioned nationally in  
306 Newsweek several years ago along with 3 other ice skating rinks, Rockefeller Center,  
307 the Frog Pond in Boston, and Glacier Point in Yosemite National Park. The story can  
308 still be found on-line. It was mentioned as one of the places to enjoy outdoor skating.

309  
310 Roughly 95% of the user's are Ann Arbor City residents, and scholarships  
311 opportunities are available at Buhr Park and also at Veteran's Park.

312  
313 Buhr Park offers public skating on a daily basis to enjoy and/or hockey events,  
314 whether it's drop-in for special interest groups for children, women or men, there are  
315 also opportunities for children to practice their hockey skills with sticks and pucks.

316  
317 There have also been special event skating and weekend events at Buhr and  
318 Veteran's in an effort to boost public skating attendance The 'Buhr Blast' was  
319 featured in the Ann Arbor News this past Sunday . This was one of a number of big  
320 events held throughout the winter.

321  
322 **Dennis Simon** stated Veteran's is the indoor rink and is open from mid-September  
323 through mid-May every year. The only two days during that time that Veteran's is  
324 closed are Christmas Day and New Year's Day, other than those two days it is open  
325 from 6:00 a.m. to at least 12:00 a.m. 7 days a week. People are generally on the ice  
326 by 7:00 a.m. most days of the week and on the weekends go as late as 2:00  
327 a.m., Vet's is a busy rink.

328  
329 There is an instructional skating program for children aging from 3 1/2 years of age to  
330 adults offered at Vet's. For the last 10 years the City's instructional program has  
331 placed in the top ten in the country with the United States Figure Skating  
332 Association's Basic Skills Program. Last year Vet's dropped down to 6th in the top 10,  
333 this year they are on pace to hit that number or increase that number back up to the  
334 top 4 or 5. There is an adult hockey program at Veteran's Park, currently the Adult  
335 Hockey program has 746 participants ranging from novice in the Never Ever league  
336 for the adult that has never skated or played hockey, it is a good way for them to get  
337 involved in the game, to the "A" division where there are former NHL players. There is  
338 also the 55 and older group that plays every Monday morning and Thursday  
339 afternoon, with some players being close to 80 years of age still playing twice a week.

340  
341 A scholarship program is offered but currently the scholarship program numbers are  
342 low, so far 27 people have signed up, taking advantage of the scholarship program for  
343 instructional skating classes where otherwise they wouldn't have a chance to  
344 participate in that. We have approximately 895 scholarship rink/pool passes. The  
345 majority of the people use that pass in the summer but are able to use it in the winter  
346 as well for public skating.

347  
348 Public skating is offered daily with adult skates in the morning on Monday,  
349 Wednesday and Friday from 11:00 to 1:00, and children's skating on weekends and  
350 during the week as well. Any time Ann Arbor Schools are closed, all adult skates are  
351 open to children, and it seems to be going very well. New this year there has been  
352 skating offered on Thursday's for pre-schooler's and home schooler's. On the first  
353 Saturday of every month there have been special events offered, ie Super Bowl, DJ  
354 Skate.

356 Also new this year, the Adult mid-western sectional competition for the Ann Arbor  
357 Figure Skating Club is being hosted at Veteran's on March 8 and 9. It's the first time  
358 in approximately 6 years that the Figure Skating Club has been back at Vet's. When  
359 the Cube was built, they moved all of their programming there. It will be great to have  
360 them back! Another special event this year was Team Harbin from China playing  
361 against our adult hockey league as an All-Star game. Other groups using Vet's are  
362 the Amateur Hockey Association for the youth hockey and Pioneer Girls Hockey team  
363 for the past 4 years. There is also a private group that rents ice every Friday night for  
364 a women's hockey league called Mackrel, they accept everyone of every skill level.  
365

366 **G. Nystuen** complimented staff on the spread featured in the Ann Arbor News,  
367 stating it was good to see and is important to our Parks. Also stating it seems that the  
368 programs out at Veteran's Park seem to be full, and asked D. Simon what his feeling  
369 was on how things are going and if he was satisfied.  
370

371 **D. Simon** stated he is not satisfied. He believes they could be getting more but with  
372 the economy being as it is a few people were lost. In years past in the instructional  
373 skating program families would sign up for all four sessions right away, but since the  
374 economy has been poor they are signing up one session at a time now. He would like  
375 to see the program grow. The instructional skating has been restructured, weekends  
376 had not been offered but that has been changed around this year for the first time in  
377 approximately 20 years, and numbers are starting to come back. Public skating is  
378 also starting to increase. Cheryl Saam came up with good ideas for special events  
379 and there have been very positive responses and an increase of participants,  
380 including new people, especially in the morning skates where it's typically been the  
381 same people for the last 20 years.  
382

383 **J. Nealis** stated public skating numbers are going up due to the supervisors at Buhr  
384 Park being very instrumental with new ideas for the public skating. Buhr doesn't  
385 have much programming during the ice season, it's mostly public skating and private  
386 rentals.  
387

388 **S. Offen** stated he looked at cost center reports and noticed the budget for  
389 administration for Veteran's Park was over \$100,000.00 more this year than last year  
390 in expenditures and for Buhr administration was approximately \$30,000.00 more than  
391 last year and asked for the increases to be explained.  
392

393 **D. Simon** stated since 2002 he had been the only full time supervisor at the Vet's,  
394 this year Jason is also a full-time supervisors at Veteran's Park and Cheryl Saam has  
395 come over from the canoe liveries during the winter months. Also the utilities have  
396 increased a little.  
397

398 **C. Smith** stated there has been a staff increase added to the expenses since it is not  
399 feasible to have only one supervisor at the facility since the hours of operation at  
400 Veteran's Park are so extensive. It is important to have both supervisors there.  
401

402 There is also another new charge in the administration budgets for Vet's and Buhr  
403 which is the IT charge that in the past was paid out of the central administration  
404 budget in the General Fund where all facility IT charges were lumped in together. In  
405 the current budget IT charges have been allocated to each facility depending on what  
406 programs are used and the amount of computers you have. This is a substantial cost

407 and is approximately \$23,000 for Buhr, and for Veteran's it could be approximately  
408 this cost and possibly higher.

409  
410 **S. Offen** asked if D. Simon and J. Nealis were the only two staff members at  
411 Veteran's Park.

412  
413 **J. Nealis** stated there are also seasonal workers there, also explaining the other staff  
414 that are at this facility – skating instructors, Zamboni operator, concessions  
415 operations.

416  
417 **S. Offen** asked if all those funds came from the administration budget.

418  
419 **D. Simon** explained depending on what activities, there are different areas that it  
420 would be charged to such as general skating, adult hockey etc. Some seasonal staff  
421 are charged to administration.

422  
423 **S. Kunselman** expressed his thanks to the staff and the efforts to bring more skaters  
424 to the ice rinks, he attended the Buhr Park Buhr Blast and it was very well attended  
425 with lots and lots of children which is what he likes to see. He believes that another  
426 program is half the cost on Tuesday nights and is very commendable. The costs are  
427 still being paid regardless if anyone is on the ice or not, the more people that are on  
428 this ice, we are definitely getting the monies worth of what we are spending to keep  
429 these facilities open. He also suggested not using metal handle brooms for the  
430 broom ball because he broke one twice, they don't last well, and we should stay with  
431 the wooden handle brooms. Also asking a question regarding the Women's Hockey  
432 league on Friday nights at Vet's and asked what happened to general public skating  
433 on Friday nights at Vet's? Expressing that general public skating on Friday nights was  
434 one of the most well attended general public skating time that he could remember  
435 growing up in Ann Arbor and brought in a lot of teenagers, where do they go now if  
436 they aren't going to Vet's?

437  
438 **D. Simon** stated that in 1996-1997 public skating on Friday's nights was discontinued  
439 because we were competing with the Ann Arbor Ice Cube, it was a new facility and  
440 everyone was going there. There weren't any adult Women's Leagues in Ann Arbor  
441 and there was a request for this. We had some users at Vet's that put together the  
442 league and they've rented it ever since then, it's worked out very well.

443  
444 **S. Kunselman** commented that if you could not go head to head with the Cube,  
445 maybe it's because of the fees, it is a dollar more for general public skate at  
446 Veteran's.

447  
448 **D. Simon** explained the difference in the ages (at the Ann Arbor Ice Cube you are  
449 considered an adult at the age of 12 years old, at the City of Ann Arbor you are an  
450 adult at the age of 18) as far as the consideration of being an adult which makes a  
451 difference in the price of admission. Cost wise we are comparable and pretty equal  
452 with the Ann Arbor Ice Cube, there are certain things that we don't charge for that the  
453 Cube does. The Cube charges \$2 for the skating tutors but we provide them for free.

454  
455 **C. Smith** explained the price is a little cheaper for the price of admission at the Ann  
456 Arbor Ice Cube but it is important to notice the difference in the ages, and what is  
457 even more important to know is if you want to go to a public skate at the Ann Arbor

458 Ice Cube during the week, the options on the weekdays are 6:00 a.m. to 7:50 a.m. or  
459 10:30 to 11:50 a.m. The reason is primarily a rink wants to be able to rent their prime  
460 time ice in the evenings to teams, to leagues that will play and that will come week-in  
461 and week-out. This way revenue is guaranteed. At Buhr public skating is available  
462 every evening of the week other than Monday between 7:15 and 8:45, which is a  
463 team that could easily be rented to a hockey team. We choose not to do that  
464 because we think it's important that the public has an opportunity to get out and skate,  
465 the kids obviously can't skate at 6:00 am at the Ice Cube. We're also at the whim of  
466 the weather, if it's a day where it's cold, some people might not come out to the public  
467 skating but if it's a team that had rented the ice, they will show up.

468  
469 **S. Kunselman** expressed he was glad to see a lot of thought went into this. He still  
470 thought that if the leagues have the ability to rent, and do have the Ice Cube to rent,  
471 some of the emphasis should be on the general public skate for our community. From  
472 what he sees at Buhr at general public skate, we're also getting a lot of people from  
473 Saline, Ypsilanti and outside of the community. They're not going to the Ann Arbor  
474 Ice Cube, they're coming to our facility because it's a little cheaper and may be a little  
475 more accessible to them, and possibly because of the hours, which is very good. He  
476 wondered why Ann Arbor citizens would drive a little future to go to the Ann Arbor Ice  
477 Cube on a Friday night. Friday night was the most well attended time slot for many,  
478 many years. It's hard to believe that the Ice Cube siphoned off that number of people  
479 since they're out in the township. This is a topic he would like to see re-visited at  
480 some point. We're here to provide recreation not just for leagues and people who can  
481 join a team, but for the basic citizen and their families. He believes that's where the  
482 focus should be for the primary emphasis for Parks & Recreation.

483  
484 **T. Berla** asked when Buhr has general skating and if it was a technical decision that  
485 one of the two parks would be open for general skate but not both on the Friday night.  
486 He also asked the approximate cost for someone to use the rink, whether it is  
487 subsidized, and if so, the approximate subsidy. If it's rented to teams, the breakeven  
488 point is achieved but if there's a public skate, 30-35 people are needed to break even,  
489 sometimes you get enough to make money and sometimes not? On average, does it  
490 break even or not?

491  
492 **D. Simon** stated public skating is available every night at Buhr and that it was a  
493 technical decision that one of the two parks would be open for general skate but not  
494 both on Friday nights. For a public skate, approximately \$170.00 per hour needs to  
495 be generated. If only 10 people show up for a public skate, the \$170 is not met, while  
496 a rental guarantees that number, so the subsidy is not there.  
497 Depending on the time of the season, if there is light weather the attendance may  
498 be down – people aren't thinking skating. During the colder weather, mid-November  
499 through April, the public skate can consistently do quite well, hitting the max capacity  
500 300 especially on the holiday skating. It's been a lot of years since we've seen those  
501 numbers but it's come back. On Sunday afternoons right now, that would be the  
502 busiest skate where there are over 100 participants typically.

503  
504 **S. Offen** asked if there was competition from Yost, they have public skates now and  
505 then.  
506

507 **D. Simon** stated there is not competition from Yost because the UM hockey team is  
508 in charge of that rink so if they need it for any reason, they can call off any scheduled  
509 event, they have precedence on that surface.  
510

511 **L. Berauer** asked if users dropped off because of the opening of Ann Arbor Ice Cube.  
512 She also said that it was mentioned that the scholarship numbers were a little  
513 disappointing and wondered how to get word out to the community that these are  
514 available.  
515

516 **C. Smith** stated the handout given to the Commission explains the numbers for the  
517 total visitors have actually stabilized or have actually gone up slightly over the last 3  
518 seasons..  
519

520 **D. Simon** wasn't sure what needs to be done differently to let the public know. Once  
521 the summer rolls around, the use of the pool/rink pass is incredible. The rink has not  
522 seen a lot of scholarship use, and only a fraction of memberships are being used.  
523

524 **J. Nealis** stated when a scholarship is awarded, they are made aware that the pass is  
525 good for both the pool in the summer and the rinks in the winter. Ice skating is not as  
526 popular as going to a swimming pool.  
527

528 **L. Berauer** asked if the thought was that the dual scholarship is probably capturing  
529 most of the people who want to skate. She stated that the information was very  
530 enlightening.  
531

532 **J. Nealis** indicated she was correct about the dual scholarships.  
533

534 **C. Smith** stated compressors were purchased last year for both Veteran's and Buhr  
535 Park, which was a large capital purchase. The compressors that were replaced were  
536 approximately 25 years old. A resolution to purchase new Zamboni's for both  
537 facilities was recently approved by Council, replacing a 1984 model at Buhr and a  
538 1986 model at Vets, which have been challenging to keep running. The rinks are  
539 excited to have this new equipment.  
540

### 541 **Adopt-A-Park Program Presentation**

542

543 **L. Berauer** introduced Jason Frenzel from NAP who also runs the Adopt-A-Park  
544 program.  
545

546 **Jason Frenzel** spoke of the upcoming special events for the volunteer program. He  
547 was very happy with the winter planning session. There are a lot of events for the  
548 upcoming spring volunteer program. The first-ever mud puppy survey just wrapped  
549 up. Mud puppies are an all-aquatic salamander that look a lot like mud. The frog and  
550 toad and salamander kick off is coming up as well as the prescribed burn program  
551 training for volunteer crews, and the breeding bird survey kick off. –There a ton of  
552 word days coming up, this year more than any other year. With the public events  
553 there is also a lot of work coming up with private groups, the Kiwanis, the Law School,  
554 the Business School, new incoming students come and work as a team building  
555 exercise, Fuller Field got adopted in the Adopt-A-Park program by the Ann Arbor  
556 Ultimate League to try to do some cleanup and planting. It's hard to find the private  
557 groups and get to know them, it's very much word of mouth, but every year they all

558 come back and we pick up a couple more. Last year there were 45 different groups,  
559 which was a distinct increase from the previous year. It's very exciting to have more  
560 and more partnerships with the community organizations who are out there. The  
561 Parks Steward program is also continuing to grow.

562  
563 NAP budget and staffing has slightly increased over the last number of years, his  
564 position is now permanent and he has some paid staff assistants in the volunteer  
565 program which has freed him up to do some wonderful background projects he's  
566 wanted to do for several years, including developing a much more broad training  
567 spectrum for the Parks Stewards and implementing projects. The Adopt-A-Park  
568 program is going very well, mostly word of mouth including a little PR work and help  
569 from CTN to help develop a communication plan and promote the Adopt-A-Park  
570 program and big spring kick off, which is done on an annual basis. This year it's  
571 intentionally on the same date as the downtown cleanup so they will be partnering for  
572 raising awareness. It will be interesting to see how many people come out and hear  
573 about the programs as a result of the paid PR and see what that does differently since  
574 that's never been done at NAP before.

575  
576 The Parks Advisory Commission is invited to all of the events, they are all family  
577 friendly, there's something for everyone to do at all of the events, and feedback is  
578 welcomed regarding programs from your perspective.

579  
580 **S. Rosencrans** asked for a brief explanation of the difference between what the  
581 people in the Parks Stewardship Program do versus the people in the Adopt-A-Park.

582  
583 **J. Frenzel** explained that the Park Stewardship program is a long term program for  
584 people who are committed to certain parcels of land, with long term learning, and a  
585 thorough, understanding relationship with the NAP office and staff, they are offered  
586 explanations of how eco-system dynamics and restoration works, offer them an  
587 opportunity to be out in the parks as much as they can, work on projects in the natural  
588 area that they're stewarding, marrying their passion in the project with NAP's priorities  
589 and understanding the importance of that part. . Coming together in what could be  
590 done, not asking them to do projects they're not interested in, helping them to  
591 understand if they're considering doing something that's not appropriate in some way.  
592 The Steward program is a long term relationship between the volunteer, the parcel  
593 and NAP staff.

594  
595 The Adopt-A-Park program is modeled somewhat after the Steward program and is  
596 an individual or group relationship with the park., it's a long term relationship. The  
597 learning curve is very accelerated or shortened because the things this group does is  
598 what we all do in our yards and gardens at home or we did as children, like planting  
599 trees and flowers, woodchipping, picking up trash and general beautification, and this  
600 group can literally go out the next day to start working, checking in with NAP staff and  
601 other Parks staff about what we're going to have them do because the expertise  
602 doesn't lie within NAP, it lies with the Park Planners' and field workers' hands. They  
603 can get out and start working right away and come back year after year. One of the  
604 reasons we have a kick off is not only to get PR value by having a big event but also  
605 to get the volunteers reinvigorated after the winter and get them out into the parks.

606  
607 **L. Berauer** asked if the Park Stewards do trash pickup or plant trees.  
608

609 **J. Frenzel** explained the funding for the Adopt-A-Park is within the mowed,  
610 playground and open Parks, like Veteran's, Fuller Park or the neighborhood Park  
611 where there may be a playground. Both come from the Parks Millage but they are  
612 through different lines, NAP differentiates them through both funding and type of park.  
613 He tries to blur the line because at least half of the parks have both and the individual  
614 volunteer may or may not want to concentrate on any portions of those parks. He  
615 tries not to make it an issue in their eyes but internally there is a difference.  
616

617 **L. Berauer** summarized that the stewards work mostly in natural areas and the adopt-  
618 a-park people work in more neighborhood parks or active recreational parks.  
619

620 **T. Berla** asked is there a way the Frisbee group could be a part of Adopt-A-Park and  
621 a way to put this information on their web site.  
622

623 **J. Frenzel** stated that with the staff increases we have had for the past year, been  
624 able to update the NAP and Adopt-A-Park web page to have really useful interactive  
625 information. There is a purposeful decision to have a delay on it, the volunteers want  
626 the shiny bauble at the start so there is a 12-24 month window on the relationship to  
627 make sure it will stand for a while.  
628

629 **L. Berauer** asked how the connection was made with University of Michigan and if  
630 NAP was approached by them or not.  
631

632 **J. Frenzel** stated every entity within the University in essence is its own separate  
633 volunteering organization. There are a very small handful of over arching volunteering  
634 organizations within the University, and they do participate also where all of the  
635 undergrads can come out if they choose on a given volunteer day. The vast majority  
636 of where we get out volunteers or why we have University volunteers is because a  
637 huge portion of University groups have volunteering and community building as a  
638 charge in their missions, ie the fraternities and sororities whose literal mandate is to  
639 give to the community, the honor students come out every year, it's a great activity,  
640 that is their mission. We put out the PR to those places within the University and in all  
641 of the different buildings where we feel there is a moderate or mild overlap of the  
642 mentality.  
643

644 **L. Berauer** thinks it's great they're making those connections, she likes to see more  
645 students and University involvement in the community and this is a great way to do it.  
646 She asked if the Storm Water credit which is \$80,000 is going back to NAP and if it  
647 was NAP's staff who is going to implement most of it, certainly the educational  
648 activities.  
649

650 **J. Frenzel** stated he was not part of the decision making process regarding the  
651 Stormwater Credit, but understood that it was to be credited back to Parks in general.  
652

653 **J. Miller** stated it is a lump sum within the Parks & Recreation budget as well as  
654 credits for all of the other things we do, NAP does a lot of them and so does Leslie  
655 Science Center, and the Canoe Liveries, they're actually across the board, and they  
656 are identified by each park.  
657

658 **L. Berauer** stated the program is very impressive and are doing a great job.  
659

660 **PUBLIC HEARINGS**

661  
662 **B - UNFINISHED BUSINESS**

663  
664 **B-1 Park Security Report**

665  
666 **Deputy Chief Bazick** stated that Deputy Chief O'Dell, Christen Smith and Karla  
667 Henderson had been regularly meeting about the information, also stated he did not  
668 have a lot of statistics and asked what information the Commission needs.

669  
670 **G. Nystuen** stated the Commission had figures for 3 years of all of the police calls  
671 within the parks.

672  
673 **Deputy Chief Bazick** asked if this was the report given to the Commission at the  
674 beginning of the pilot.

675  
676 **G. Nystuen** stated now we have the calls that you have reported but it is not clear if  
677 they are all of the calls in the parks, or only those associated with this special  
678 program. They had 3 years of all of the calls in the Parks, which was approximately  
679 600 calls each year, by month.

680  
681 We don't know if these are all of the calls made to the parks 24-7 for an entire year,  
682 which we now have an entire year behind us - 2007. To see if there is any difference  
683 in the years we would need to get that for this last year, the equivalent of what we  
684 had for the previous year. She stated she had made a separate chart for the more  
685 serious incidents which really do concentrate in a few places, there were many parks  
686 where we never had a call. The ones where there are serious incidents, it would be  
687 good if a time could be put on it to get a sense of what was going on.

688  
689 **Deputy Chief Bazick** stated if we were able to take a look at the calls by hour of the  
690 day and/or the day of the week, that would be a different picture from what was  
691 originally put together from what he recalled.

692  
693 **G. Nystuen** stated it was simply every call that the police made, it gave the Park and  
694 what kind of call it was. It was approximately 50 different categories of calls, the  
695 information was by the category, by the Park and by the month. She didn't think the  
696 information was given by the time and didn't think the time would be important except  
697 for the more serious calls. Approximately 10 were picked out that were the most  
698 criminal activities and would be good to get a better idea. It was clear that there was  
699 a concentration in certain Parks, which is expected.

700  
701 **L. Berauer** asked if data requested is what we originally asked for when the pilot  
702 started so the total can be compared with before and after.

703  
704 **G. Nystuen** stated yes, to see if there has been a significant difference of calls and  
705 activities after we emphasized this. It has been a great advantage from doing this  
706 pilot is that we are trying to coordinate information from people in Parks with Police  
707 about where problems were and if they could do a better job using Police resources  
708 than Parks, getting better coordination is a great advantage, whether there's been a  
709 real significant difference in the amount of things going on is a little hard to tell until  
710 the four years are compared..

711 **Deputy Chief Bazick** asked if there were particular kinds of calls for service based  
712 on what PAC can remember from the initial graph that would be considered to be  
713 serious, because another way to handle this to try to simplify the information would  
714 be to categorize serious offenses versus moderate offenses.

715 **G. Nystuen** expressed when she did a sub-chart of what had happened, she found  
716 the concentration in certain Parks, there were only certain parks with issues that  
717 seemed more serious, many calls were simply noise or other calls that were not  
718 considered serious.

721 **S. Offen** stated that in addition to getting all of the incident information, he felt it  
722 would be very helpful to get an evaluation of how many and what hours officer's were  
723 actually on duty since this was on an as-needed basis and changed on a weekly or  
724 bi-weekly basis depending on need, now that we have had almost a year of  
725 experience it would be helpful to see what the trends are, how many hours per week  
726 were officers actually deployed between, the Police Officers and the Community  
727 Standards Officer's. He would also like information on what kind of decision making  
728 and what kind of logic went into how to deploy them and where to send them. I know  
729 this was supposed to be changing on an as-needed basis, based on the meeting of  
730 the staff and wondered how this process worked, and even if there is some anecdotal  
731 data which says that it was found there was a lot of activity in Leslie Park and  
732 therefore we had an officer go there on a regular basis over the next month and  
733 because of that we were able to curtail some incidents going on, some data to show  
734 how the system is working or not working.

735 **Deputy Chief Bazick** stated strategic resource allocation. A broader basis is done  
736 for the City with crime trends in general, we have a crime meeting twice a month and  
737 staff from shifts, the Detective Division, people from Probation Parole and the  
738 University of Michigan meet and take a look at crime trends, and we take a strategic  
739 approach to deploying resources for the coming weeks based on the location, time of  
740 day, day of week.

742 **S. Offen** asked if these meetings took place and were they effective.

743 **L. Berauer** asked S. Offen if what he's looking for is a more detailed breakdown than  
744 by month.

745 **S. Offen** stated that he thought a month was too big a period of time.

746 **T. Berla** stated what he thinks it would be very helpful to wait until summer when  
747 more hours are put in and see if one week in June, for example, to see a log of  
748 everything that occurred on a particular day at a particular park, ie on this day this  
749 officer went to Gallup Park, walked around for half an hour, including if this was for a  
750 call, something that was scheduled at a meeting, or something that was just done on  
751 the spur of the moment, what was the reason, what happened etc. These entries  
752 would give a feel of how much presence is actually in the Parks. One week with data  
753 would be helpful to visualize.

754 **Deputy Chief Bazick** passed communication to the Commission regarding patrol  
755 logs compiled since July. He explained that what Deputy Chief O'Dell had been doing  
756 was compiling the statistics from the Patrol Activity log. Each time an officer is the  
757  
758  
759  
760  
761

762 parks on patrol, not including calls for service where they are dispatched, the times  
763 are put in sequentially, the record will reflect exactly what the officer did and also  
764 could reference the violation if needed. The next graph provided will not look exactly  
765 like the last one because of transitions in the dispatch system this past year. This log  
766 would be the basis for compiling the type of report PAC is asking for.

767  
768 **T. Berla** stated the log is basically stating what was done on the entire shift, to see  
769 this would be helpful for a week.

770  
771 **L. Berauer** stated that overall what they are looking for in addition to more specificity,  
772 is the overall data so it can be compared to what went on before the pilot.

773  
774 **D. Barrett** stated when Christen Smith spoke of this and mentioned a violent crime at  
775 Bandemer had taken place and that having this service in place was very important  
776 in stopping this violent crime. He also asked if the logs given to the Commission  
777 would show notations that would distinguish a runaway dog versus a serious crime.

778  
779 **Deputy Chief Bazick** stated these logs are a step back in time. They've been trying  
780 to convert these kinds of logs into electronic records, but for various reasons it hasn't  
781 completely worked out. This is the way that officers used to capture everything they  
782 did, a crime would have been noted if a report was taken and if an arrest had taken  
783 place. It might be on the log but it would certainly be on the computer-aided dispatch  
784 system. It will just be necessary to figure out how to combine the two.

785  
786 **D. Barrett** stated a serious crime such as an assault versus a runaway dog is totally  
787 different and somehow this should be reflected in the information given to the  
788 Commission so it's possible to evaluate the importance of the program, it's not just  
789 raw data but also the contours of what is happening.

790  
791 **Deputy Chief Bazick** asked the Commission what kind of feedback the Park  
792 Advisory Commission has received from the community since this pilot started,  
793 favorable, concerns from the public?

794  
795 **L. Berauer** asked the Commission if anyone had heard anything from the public  
796 since the Pilot started. The response from the Commission was nothing negative has  
797 been mentioned regarding the pilot.

798  
799 **Deputy Chief Bazick** stated if the Commission hears any feedback regarding the  
800 pilot program, let him know.

801  
802 **L. Berauer** stated a table was in the report comparing the pros and cons of the  
803 Police versus the Park Rangers. She questioned whether the Community Standards  
804 Officers had gone into the parks before, and she believed that whatever ticketing had  
805 occurred was done by the Park Ranger. It would be helpful to have the hours worked  
806 by Community Standards Officers broken down by week rather than by month  
807 compared with the hours spent in Parks prior. She would like to get a sense from the  
808 department on whether Park Rangers at this point could be added with good effect in  
809 terms of saving the Police Department time and labor, cost efficiencies and being  
810 able to do things that the Police cannot do, such as educational activities.

811

812 **B. Macomber** asked to have her memory refreshed on the timeline of the pilot  
813 program, and thought it was decided to be for the 2007-2008 fiscal year.

814  
815 **Deputy Chief Bazick** stated that originally it was supposed to be for 90 days.

816  
817 **L. Berauer** stated a major change took place for the funding. Originally a proposal  
818 was to be funded through the Park Millage money and ultimately the decision was  
819 made that the Park Millage money would not be used, and understood from  
820 Councilmember Kunselman it is being funded through Safety Services.

821  
822 **Deputy Chief Bazick** confirmed that they were not receiving any funding as a  
823 subsidy. It's been factored in as part of the general fund budget to manage  
824 throughout the year.

825  
826 **L. Berauer** stated she would like an opinion from the Police on if there has been a  
827 detrimental effect on other areas of security in the City as a result of focusing more  
828 time in the Parks. Since July they have been putting in extra hours compared to  
829 what they used to do, spending more hours in the parks.

830  
831 **S. Kunselman** stated it should be not be called extra hours, because the Police  
832 Department is here to provide general public safety, it's an additional task.

833  
834 **Deputy Chief Bazick** stated it is directed patrol, we are not putting in more hours,  
835 there is not more than an 8 hour day required, but certainly focusing more of the 40  
836 hour work week on time in the Parks.

837  
838 **B. Macomber** stated this pilot project that ended up getting extended from the 90  
839 days to the 07-08 fiscal year, we now have the 08-09 year to figure a plan for Park  
840 Security, and it will take the form of a recommendation to City Council. She  
841 wondered about the timeframe for the recommendation.

842  
843 **J. Miller** stated we have a 2 year budget cycle, as part of that 2 year budget cycle,  
844 the first year of the 2 year cycle the budget plan is approved but they only have the  
845 authority to approve an annual budget. They approve the 2 year plan and as part of  
846 that they adopt the first year of the budget. This year they will approving the 2<sup>nd</sup> year  
847 of that plan. They already had the detailed information for the 2<sup>nd</sup> year, we're making  
848 adjustments to it as different cost factors change.

849  
850 They will be formally receiving the budget for 08-09 in April, they are required to take  
851 action and approve that by the second meeting in May, if they do not take action by  
852 their second meeting in May, the City Administrator's recommended budget goes in  
853 place. The Park Advisory Commission should make their recommendations by the  
854 first meeting in May so that Council has time to consider your recommendations  
855 before they have to take final action on it.

856  
857 **B. Macomber** asked what was in the second year of the budget to cover Parks  
858 Security at this point.

859  
860 **J. Miller** stated her understanding is there are no additional resources in the budget,  
861 currently the 08-09 budget does not have funds for a security plan that if it is to  
862 continue, it will continue in the same framework that is currently being provided.

863 **Deputy Chief Bazick** stated this is also his understanding.

864

865 **T. Berla** asked if the Commission needs to make their recommendation at the PAC  
866 April meeting so that Council can have it for their first meeting in May.

867

868 **J. Miller** stated yes, getting the recommendation in early rather than later would be a  
869 good idea. Because it's the second year of the budget, there's a chance that Council  
870 may actually take action on the budget the first meeting in May, but they are required  
871 to do it no later than the second meeting in May.

872

873 **L. Berauer** stated the Commission would need to see the budget for the next fiscal  
874 year at the March meeting, and put time on the April agenda to make the  
875 recommendations needed.

876

877 **J. Miller** stated the budget may not be available for the March meeting, but can have  
878 it available for the April meeting. In terms of seeing the budget, the Commission saw  
879 it as part of the budget process last year. She stated the Commission may need to  
880 schedule a work session to discuss the budget. She agreed with T. Berla that the  
881 recommendation can be whatever PAC wants it to be and stated that she has heard  
882 nothing from Council about not continuing the program due to funding.

883

884 **L. Berauer** asked for the extra data from Deputy Chief Bazick for the March meeting  
885 so PAC will have the extra information as they try to make their recommendation for  
886 the security budget.

887

888 **B. Macomber** asked for clarification of the 08-09 budget and if it has a continuation  
889 of the current plan for the park security.

890

891 **J. Miller** stated there is no money allocated from the Park's budget to cover Parks  
892 Security. Programmatically she didn't know if Council took any formal action about  
893 how it will be handled in 08-09. There is no money specifically allocated from the  
894 Parks budget and there's been no formal action by Council to say how they want  
895 parks security handled in 08-09.

896

897 **S. Kunselman** asked the Commission if there will be a recommendation from PAC to  
898 say we would like to either a) get the Park Ranger back, b) continue with the pilot  
899 program as is, c) provide more funding to the Police Department so they will not work  
900 extra hours, but have more staff. If PAC wants that, there need to be some pretty  
901 clear ideas on what their thoughts are, ultimately he's not supporting taking any  
902 money from Park money and giving it to the Police. That's what the big fight was  
903 over the budget last year. He doubts that the administration would go for that again  
904 since it didn't work out last time, that's not to say that they don't want to see  
905 additional funding for the Police, because they want to see general security  
906 throughout the City, not just parks. Is there any concern in terms of parks security  
907 other than citizen perception, is there a need for greater Police funding for general  
908 security both in the parks and throughout the City? They need to know not just from  
909 the data and numbers, but also what the people in the parks are thinking and feeling.  
910 PAC is the group that has the sense and pulse of what the community's desires are.  
911 He would like to know their opinions not just the numbers.

912

913 **L. Berauer** stated that none of them have gotten emails or phone calls from  
914 community members complaining one way or another or saying it's great, they don't  
915 really know. She believes the data the Commission has asked for is really going to  
916 help them answer that question. It will also help them determine if perhaps they think  
917 a ranger could help with getting some of the things done and whether they want to  
918 recommend a resuscitation of the ranger program. She understands that PAC needs  
919 to give Council some solid recommendations. Deputy Chief Bazick to provide will  
920 help to make the decision regarding the recommendation.

921  
922 **S. Rosencrans** asked if there was a recommendation made to keep things as they  
923 are to Council.

924  
925 **L. Berauer** stated for this fiscal year.

926  
927 **S. Offen** stated the opening of the Dog Parks should be evaluated in the next year or  
928 so as well. Has opening of the dog parks been successful in getting dogs off-leashes  
929 not being problems any more, or these people going to the dog parks and leaving the  
930 other parks, and if the Police Officer's have noticed any difference with dog's off  
931 leash.

932  
933 **Deputy Chief Bazick** stated that maybe anecdotally but not necessarily with  
934 anything objective, for the dogs off-leash. He would like PAC to consider for  
935 whatever it does in the future about security, that what has been done for  
936 approximately 8 months is directing patrol time more specifically in the parks and as  
937 Councilmember Kunselman said, their responsibility is to the community at large and  
938 what may happen as time goes on, just a guess at best, there could be something  
939 else that occurs in the community that requires those resources to be redirected for a  
940 period of time which means that there would be a conflict with having them in the  
941 parks. The best examples he could think of would be how they contract with AATA.  
942 The officers have specific hours of the days and days of the week that they have to  
943 have an officer on the buses and if that officer calls in sick or takes a personal day,  
944 they have to pull someone out of patrol to get them on the buses, otherwise, they're  
945 not living up to the terms of the agreement/contract. That's a example of how the  
946 dedicated patrol and the expectation that they're there during certain periods of time  
947 is covered in an agreement. He would hate for PAC, to see over time because of  
948 something else going on in the community, the police cannot spend as much time in  
949 the Parks, as we look at the statistics we start to see things drop off as far as our  
950 time in the parks and maybe there's a correlation between a change and things going  
951 on in the parks and you haven't talked contemplated how to fill the gap, just throwing  
952 that out for consideration because that's the way that policing works. They are very  
953 reactive by nature in many cases in spite of their best efforts of trying to be proactive  
954 in catching trends before they become problems. Maybe in the long run the Park  
955 Ranger program enhances it in a way the Police can't meet, whether it's for the  
956 educational program or if nothing else visibility and presence, oftentimes presence is  
957 a big enough deterrent to make problems go away too.

958  
959 **G. Nystuen** stated the park ranger had the authority to give parking tickets, now  
960 there is no one in the Park system that can do this and is done by Community  
961 Standards, so it is really transferring duties, when we talk about security, issuing  
962 parking tickets is a total separate area and doesn't know if they have really tried to  
963 evaluate if there has been much change in that or not. There were 422 issued by the

964 ranger in the year before and one of the criticisms of him was that the only thing he  
965 did in the way of issuing tickets, was parking, which has completely transferred over  
966 to Community Standards.

967  
968 **S. Kunselman** stated the one thing about the Park Ranger is that it could *only* write  
969 parking tickets because they couldn't write tickets for any other activities such as  
970 dogs off-leash, open intoxicants, trespass etc. The Commission needs to think about  
971 that in terms of bringing a Park Ranger back because his perception is that he was  
972 not serving the function to deter crime in the Parks and believes Police have shown  
973 very good resolve in dealing with any perceptions of crime in the parks. The fact that  
974 no one has heard of anything makes it seem to him that things are going well. You  
975 only hear the complaints, not the positive. That's the kind of anecdotal information  
976 needed to get a feedback on. His perception is that it's going well and we need to  
977 continue it. Police Officers give a calming effect to families in the parks, knowing that  
978 they are there and that they can issue tickets and arrest people and deter crime. The  
979 Park Ranger could not do all that. The Park Ranger had a obviously had a lot of  
980 other benefits when it came to environmental education but we just had a  
981 presentation from Jason on Adopt-A-Park and Park Stewards and if there's going to  
982 be that kind of component, he believes it should go over there and not piecemeal this  
983 kind of effort with the Park Ranger, maybe Park Stewards could have that kind of  
984 component that a Park Ranger had. If anything it would be to put money back into  
985 the Police if in fact there was an issue of too many responsibilities. We're not going  
986 to contracts for the Parks with Police.

987  
988 **Deputy Chief Bazick** stated in the end this would have to be evaluated and different  
989 options explored, it doesn't have to be all or nothing, because you do not want your  
990 Police Officers to take on the roll of Rangers, Nature education specialist, in the end  
991 that is not beneficial either because that is not the roll we are here for in the  
992 community.

993  
994 **L. Berauer** asked what exactly can Community Standards actually do, they can't  
995 force people to show an id, they can issue parking tickets, what else can they do.

996  
997 **Deputy Chief Bazick** stated he would go back to look at the provisions in the City  
998 code to see who else can take enforcement action. A lot is already defined in the  
999 City Code and we may find that there is something that has been collectively  
1000 overlooked.

1001  
1002 **L. Berauer** asked if this information could be given in addition to the other  
1003 information the Commission has asked for.

1004  
1005 **Deputy Chief Bazick** stated yes and if any questions could be coordinated through  
1006 L. Berauer it would be very helpful. He can send a draft and she can tell him what  
1007 needs to be tweaked.

1008  
1009 **B-2** Emerald Ash Borer report

1010  
1011 **L. Berauer** stated Karla Henderson was not able to attend today's meeting and they  
1012 may be at the March meeting. Anyone that has any questions can send them to L.  
1013 Berauer so she can include the answers in her report for next month.

1015 **S. Kunselman** asked at what point would no longer be called Emerald Ash Borer but  
1016 then General Forestry and Parks.

1017  
1018 **L. Berauer** stated the interest is specifically the Emerald Ash Borer issue due to the  
1019 several pots of money that was dedicated for this and that clarification needs to be  
1020 given on what pots of money were used and how much was accomplished.

1021  
1022 **S. Kunselman** asked is there an ending date to the Emerald Ash Borer issue, and  
1023 there are a lot forestry needs in the parks.

1024  
1025 **L. Berauer** stated it was assumed this was complete. She saw in the development  
1026 activities report that at Bandemer a bid was being sent out for removing emerald ash  
1027 borers, which was surprising because the impression was an extra bid did not need  
1028 to go out. Maybe Amy can explain this at the next meeting.

1029  
1030 **T. Berla** stated there was an area where there was an abandoned piece of  
1031 woods where there are a lot of people, and the policy was to let trees fall down in the  
1032 natural areas.

1033  
1034 **S. Kunselman** stated that again, it's not just ash trees that are an issue of these  
1035 areas, there are also elm and we're not getting Dutch Elm disease reports.

1036  
1037 **L. Berauer** stated this was a huge millage issue that was asked for and lost and  
1038 there was a lot of discussion of where the money was going to come from since the  
1039 Millage was defeated. A big chunk of it was taken from the risk fund and one of the  
1040 questions that she's waiting to hear is whether the risk fund needs to be reimbursed  
1041 and the answer was "yes". Her next question was who was going to reimburse it.

1042  
1043 **S. Kunselman** stated that one of his questions was when this would end.

1044  
1045 **B-3** FY 08 – 6 Month Financial Report

1046  
1047 **Damon Thompson** spoke and explained the financial report to the Commission that was  
1048 included in the packet.

1049  
1050 **L. Berauer** asked if there were specific questions from the Commission.

1051  
1052 **B. Macomber** asked if the Commission could have a brief narrative of the budget  
1053 explaining where they did well, here are where the concerns are, here's a variance  
1054 etc.

1055  
1056 **D. Thompson** started with page one (page 6 of the report) and stated that expenses  
1057 compared to budget are lower than last year, currently \$1.6 million which equates to  
1058 45% of the budget, revenue is doing well in comparison to last year. Revenue is up  
1059 almost \$170,000.00 which equates to approximately 50% of the budget when  
1060 compared to last year. One issue that has been mentioned in the administration  
1061 expenditures are down slightly when you factor in all of administration. When you  
1062 look at just general administration, expenditures are down. As Dennis Simon  
1063 discussed earlier, IT charges play a big role with what you see in the reduction. In  
1064 terms of last year IT charges were paid primary all through central administration and

1065 now those charges have been allocated to all of the facilities and this is why you see  
1066 the large expenditure drop in central administration.

1067  
1068 On the revenue side as you can see the Park use fee, after talking to Jessica she  
1069 feels the target will be met of the \$202,000.00. We've also received the operating  
1070 transfer from storm water of \$85,000.00 for revenue for the general fund. When the  
1071 budget was initially set up approximately 10 months ago the net for the Leslie  
1072 Science Center from the general fund is set for approximately \$35,000.00. It's our  
1073 goal that we're still going to reach \$35,000 between expenditures and revenue.

1074  
1075 Another area to discuss is Cobblestone Farm, as you can see if you compare the  
1076 expenditure budget you will there is a \$22,000.00 difference, a bulk of that is related  
1077 to personnel charges, as you know when we initially set up the budget we proposed  
1078 staff restructuring, then the cost for the person that was moved was actually  
1079 absorbed in the general fund because they weren't actually to begin to work on  
1080 capital projects until later in the year, one other charge that equates to the additional  
1081 \$22,000.00 is in regards to a contractual services contract that we used coming in  
1082 slightly higher than what was budgeted.

1083  
1084 In terms of revenue, revenue for Cobblestone Farm, particularly the rental revenue,  
1085 is actually absorbed in general administration, the park use fee. What I've proposed  
1086 to do is working with Jessica to combine the facility rental budget, expenditure and  
1087 revenue, and Cobblestone budget, expenditure and revenue, with some budget  
1088 changes that we have to tweak so that when the budget is finalized for 08-09 you will  
1089 just see the one category. The majority of the activity at Cobblestone Farm is related  
1090 to facility rental so right now we have two separate categories, some activities for  
1091 Cobblestone and some revenue, and then we have facility rental expenditures and  
1092 park use fee. We need to combine all of that.

1093  
1094 **S. Offen** asked if all the rental money was moved into the Park use fee. That was a  
1095 considerable amount of revenue and in 2008 there is no revenue.

1096  
1097 **D. Thompson** stated the majority of revenue moved into the Park use fee. The  
1098 majority of revenue for facility rentals and the park use fee is in central  
1099 administration.

1100  
1101 **C. Smith** stated we did actually move all of the rental revenue from Cobblestone  
1102 Farm into the facility rentals cost center. It was a way of restructuring all the rentals  
1103 in the Park system, but that revenue from Cobblestone rentals is still in the general  
1104 fund. It's located on page 7 of B-3, object 6100, included in the \$202,000 for the  
1105 revenue budget.

1106  
1107 **S. Offen** stated that it seemed odd that the revenue is being taken away from the  
1108 parks and on the other hand the expenditures like the IT costs are being given to the  
1109 parks.

1110  
1111 **J. Miller** explained the restructuring of the staff in Parks & Recreation Services  
1112 particularly around Facility and Park rentals. From a customer perspective, facility  
1113 rentals, rentals of Parks and holding special events in Parks were disbursed in  
1114 different places throughout the organization, and we felt we were not doing a very  
1115 good job due to it being so spread out. At the beginning of this fiscal year, we took all

1116 of our facility rentals, all of our Park rentals and all our special events in Parks and  
1117 have consolidated them into one operation from a customer service perspective. As  
1118 part of the budget process we folded them into administration and one of the things  
1119 we wanted to do early was to create a cost center around facility and parks rentals  
1120 and special events. We weren't able to do that because Damon was doing other  
1121 duties so effective July 1 of this fiscal year it was reflected. The problem is the way  
1122 it's reporting out to you, it looks like it's all over the place because we haven't been  
1123 able to re-funnel the money, the expenses and revenues, so it shows up like a cost  
1124 center just like Cobblestone Farm or Buhr Park. That's what Damon is referring to,  
1125 we haven't been able to do that so you can clearly see these are the expenses  
1126 associated with these activities and these are the revenues. The reason why a big  
1127 portion of Cobblestone's revenue is no longer showing up in Cobblestone is because  
1128 it is facility rental revenue and it goes in the new cost center that we haven't created  
1129 yet.

1130  
1131 **S. Offen** asked if expenses are going to be taken from the individual facilities and put  
1132 those over to the facility rental. He stated it seems like there would be much more to  
1133 a facility rental than just the initial expense. Cobblestone Farm is going to incur a lot  
1134 of other expense just by being there and the revenue is going to offset some of those  
1135 expenses. I think all of the maintenance to maintain the facility, people are going to  
1136 rent it because it's a very attractive facility, so how do you determine the cost of  
1137 maintaining this attractive facility so that people want to rent it to the value you're  
1138 going to get from the revenue you received from Cobblestone Farm.

1139  
1140 **J. Miller** stated that all of the facility expenses associated with the facility rental, all of  
1141 the expenses associated with park rentals and special events, will be housed in one  
1142 place. Part of what we factor in is we figure out what our fees for rentals are is what  
1143 it costs to do some maintenance, granted we're probably not going to cover  
1144 everything, but also you have to remember that certain expenses associated with the  
1145 facility such as capital improvements, money we get from the old two millages and  
1146 the new current one, do not show up in our operational expenses for the facility  
1147 budgets, even if we're missing some of them for facility rental, we're also missing all  
1148 of those expenses that are currently charged to millages that will continue to be  
1149 charged to millages for all of our operations

1150  
1151 **B. Macomber** asked when this will be fully updated for 08-09.

1152  
1153 **D. Thompson** stated he wanted to point out on page 13 that revenue is up  
1154 approximately \$90,000.00 at Veteran's Ice Arena and that is a tremendous  
1155 accomplishment, compared with 2007 revenue, and also complimented the  
1156 increased efforts of Cheryl and Dennis for the marketing efforts, particularly around  
1157 the hockey league and overall rink revenue .

1158  
1159 **L. Berauer** stated it is nice to see positive news.

1160  
1161 **D. Thompson** commended the various facility managers for doing a great job as far  
1162 as sticking to their budgets, all of the managers have really tried to reduce their  
1163 expenditures. So far there are no major concerns at the mid-year point, there have  
1164 been very few issues and the issues with Senior Center should be cleared up in the  
1165 next several weeks that revolve around temporary pay and personnel time.  
1166

1167 **S. Offen** stated concerns regarding the City not doing a year-to-date budget. There  
1168 is an annual budget and then you track expenses on a monthly basis and then you  
1169 compare this year to last year, but there's no way to compare this year's expenses to  
1170 where the budget would be as of December. There's no way to tell what the budget  
1171 by the end of December should be for any of the categories. There's no report, he  
1172 can't go to a computer.

1173  
1174 **D. Thompson** stated he could present a rough forecast.

1175  
1176 **S. Offen** stated this causes him to have difficulty interpreting the numbers. One  
1177 example that happened early on is on the administration page (page 7) and in  
1178 looking at the revenue on UM parking, this is revenue received from the University  
1179 for parking at Fuller. Last year we received \$57,000, this year we only budgeted  
1180 \$28,000, but we've already received \$28,000 so the question is "Is that all of the  
1181 money we're going to get for this year or is that approximately equal to what we got  
1182 last year?" He can't tell that from those numbers.

1183  
1184 **D. Thompson** answered that \$28,000 is all that will be received this year.

1185  
1186 **J. Miller** explained the report provides what S. Offen is looking for. In the 2008  
1187 expenditure budget and the 2008 revenue budget is what has been budgeted.

1188  
1189 S. Offen stated that actuals don't always track budget so he doesn't know for sure  
1190 that the \$28,000 received so far year-to-date is all of the money that will be received  
1191 from the University or is it that we're lucky we're getting twice as much.

1192  
1193 **J. Miller** stated that part of the complication is that there are anomalies with every  
1194 budget for example the reason we received \$57,000.00 last year was because we  
1195 received a payment that should have been received in 2006 in 2007, both payments  
1196 were received in 2007.

1197  
1198 **S. Offen** stated that there are other examples but the point is that it's a much better  
1199 evaluation tool to know where I am compared to where I thought I would be now than  
1200 comparing where I am now with where I was last year at this time. The budget for  
1201 this year may not be the same as the budget was for last year.

1202  
1203 **J. Miller** agreed and said that one of the challenges for Parks & Recreation, that is  
1204 not true for Planning & Development or Community Development which are other  
1205 portions of Community Services, is that by the very nature of the services we  
1206 provide, every month there is not a consistent, we charge 1/12 over our budget every  
1207 month, it doesn't happen that way and it makes it very difficult.

1208  
1209 **S. Offen** said that's exactly why there should be a monthly budget because there is  
1210 the seasonality, because the costs are going to be less in winter in the summer-type  
1211 parks, and they're going to be higher at the ice rinks and you have the seasonality  
1212 and by budgeting on a monthly basis you can view that seasonality numerically and  
1213 you can see how well you are doing compared to what I thought I would be doing,  
1214 are my revenues tracking on a monthly basis to where I thought they would be  
1215 tracking. You can't do it by just comparing where you were last year. With golf for  
1216 instance, if we tracked to where we were last year at Huron Hills, we may be doing

1217 better than we were last year, but we don't know how much we're hoping to do this  
1218 year with all of the new programs, and hopefully that's built into the budget.

1219  
1220 **L. Berauer** asked if that was one of the things the sub-committee requested in the  
1221 new format and if that was doable.

1222  
1223 **J. Miller** replied that she thought it would be very difficult to do.

1224  
1225 **B. Macomber** stated she cannot understand why the City cannot enter the budget  
1226 on a monthly basis. Also asked if not being able to complete this task is due to a  
1227 restriction in the City's software and if there's a plan to address that.

1228  
1229 **D. Thompson** stated one of his goals for fiscal year 2009 would be to create a  
1230 forecasting model for Parks, Planning and Community Development so you not only  
1231 have the historical piece but you have some sort of forecast that tells you month by  
1232 month where you should be by May in comparison to your forecast.

1233  
1234 **T. Berla** asked if certain things can be factored in as far as if there are any expense  
1235 for cutting the grass in December, factoring in any differences over the season.

1236  
1237 **D. Thompson** stated this is the goal, remembering that Parks is not as simple and  
1238 cut and dry as Community Development but starting with the forecasting model we  
1239 can use this and make any variations to it, to get to exactly what the Commission is  
1240 looking for.

1241  
1242 **L. Berauer** asked when the forecasting model may be available.

1243  
1244 **D. Thompson** stated his goal was to have it prior to the end of the fiscal year.

1245  
1246 **B. Macomber** asked if this is something that will have to be exported to create, it's  
1247 not something can be entered into the current accounting software.

1248  
1249 **D. Thompson** stated this will have to be created. He will be working with the  
1250 Finance team to create some sort of model.

1251  
1252 **B. Macomber** stated it would be a huge help because the only thing over the past 4-  
1253 5 years is that moving things from one category or program to another makes these  
1254 year-to-date comparisons from the previous year almost meaningless.

1255  
1256 **C. Smith** stated in terms of the expenses on the monthly side, although it's not  
1257 reflected, when the facility managers develop their budgets, they figure out how  
1258 many hours they will need for their seasonal employees and that is how these  
1259 numbers are determined. It's something that they're aware of and they work with.

1260  
1261 **L. Berauer** asked the budget committee if there are any other format requests to get  
1262 these numbers available.

1263  
1264 **B. Macomber** stated the request was a part of the 2 year budget process, they were  
1265 given a spreadsheet with the budget boiled down to a legal size page and they had  
1266 requested that it be compiled in a report form and ideally given on a quarterly basis

1267 so they could see what they basically have now on 12 pages boiled down to 1 page  
1268 to make it easier for them to just see a snapshot of what's going on.

1269  
1270 **D. Thompson** asks if the request was for a quarterly report of the entire Parks  
1271 system or just Parks & Recreation.

1272  
1273 **B. Macomber** stated it would be better for S. Offen, G. Nystuen and herself who is  
1274 on the finance task force to meet with Tom Crawford, Damon Thompson and Jayne  
1275 Miller to discuss this further.

1276  
1277 **S. Offen** asked what this budget would be called, if it would be all of Parks or just  
1278 Parks & Recreation.

1279  
1280 **D. Thompson** stated this is Parks & Recreation, general fund, non-general fund,  
1281 fund 18 and fund 71.

1282  
1283 **L. Berauer** stated the Commission would like to see the same for Park Operations  
1284 as well.

1285  
1286 **S. Kunselman** stated that at the beginning it was mentioned that revenue was up  
1287 from last year, admin expenses were down a bit and asked for an explanation of the  
1288 IT charges.

1289  
1290 **D. Thompson** explained the IT charges showed a slight increase due to the method  
1291 it was allocated, you will see a decrease in central administration because of  
1292 removing IT charges, and then general increases and spikes at the facilities due to  
1293 re-allocating the IT charges from central administration to all of the facilities.

1294  
1295 **S. Kunselman** stated that each facility gets an IT charge and out of that IT charge  
1296 they are supposed to be getting services from the IT department, but they don't  
1297 necessarily use all of those services from the IT department. He used the Golf  
1298 Course as an example because that was one of the discussions he had with Mr.  
1299 Rainey is that Leslie Golf Course gets an IT charge but yet they have created their  
1300 own system for reservations that has nothing to do with the IT charge.

1301  
1302 **J. Miller** stated this was not true.

1303  
1304 **S. Kunselman** asked J. Miller to explain this.

1305  
1306 **Jayne Miller** explained the IT charge is a very detailed spreadsheet down to every  
1307 piece of software, every piece of hardware that you have, one of the things within  
1308 Parks & Recreation, particularly the facilities that makes the IT charges much higher  
1309 than they are for probably the average user in the system, is that every facility is its  
1310 own business, so they must have access to the City's entire financial, the AMS  
1311 system, they have to have access to the HR system (Ulti-Pro), for hiring, firing ,  
1312 everything that has to do with personnel. They also have to have access to the  
1313 budgetary system, which is BRASS, because they have to create and manage their  
1314 budgets.

1315  
1316 This is very unusual in the organization, compared to Planning & Development, only  
1317 one person has all of those programs on their PC which is the manager because

1318 they manage the entire budget, all of the hiring, all of the personnel and all of the  
1319 financial items. Whereas in the Parks & Recreational facility side of things, every  
1320 facility supervisor is responsible for managing their own budget and personnel.  
1321 Automatically they have 3 software systems on their PC that they must have to  
1322 manage their operation whereas most other people in the organization don't have to  
1323 do that. . The cost for IT is much higher in Parks than a traditional City employee,  
1324 that's how those costs are factored in and figured out for every employee or PC. The  
1325 Golf Courses pay these costs because they have to access to it, the golf course staff  
1326 created their own web site which is in addition to the City's Web Site, this was done  
1327 above and beyond what they already have access and use of. This is being merged  
1328 with IT and the City's home page so that they can be linked to each other for the  
1329 public to see. That's the only thing the golf course did that was separate from the  
1330 services they get from IT.

1331  
1332 **S. Kunselman** asked if IT deals with Parks Department differently because of their  
1333 structure as opposed to other departments.

1334  
1335 **J. Miller** explained IT does not deal with them differently, it means the Parks facilities  
1336 require more types of software because of the businesses they operate, what most  
1337 employees have to have on their PCs. The services we get are the same as anybody  
1338 else gets based on the technology they need to do their business.

1339  
1340 **S. Kunselman** asked if overall Parks pays a greater percentage of IT charges out of  
1341 each facility as opposed to a larger unit like Planning & Development.

1342  
1343 **J. Miller** answered yes from the standpoint that, Parks & Recreation overall does  
1344 not, but the recreation facilities, for example Parks Maintenance doesn't have the  
1345 kind of use to disburse the City's financial system or HR system, but they have things  
1346 like Citiworks (our maintenance/assessment management software system) that  
1347 probably is disbursed a little more. Because there are so many assets in Parks &  
1348 Recreation, they operation very differently that most other operations. There are  
1349 certain kinds of software and hardware needed to do our business in Parks &  
1350 Recreation when you think about that land is owned and managed, Planning &  
1351 Development does not, they simply provide the service. It's really about how we  
1352 have to conduct the business rather than looking at Parks & Recreation compared to  
1353 other things, it's the way we do our business and the technology needed to do it.

1354  
1355 **D. Barrett** restated Jayne's comment that the customized nature of the Golf Courses  
1356 etc is different from other more boilerplate departments in the City so consequently  
1357 they need more customized IT.

1358  
1359 **J. Miller** disagreed that they need more customized IT, but they do need more tools  
1360 to do their jobs, for example the financial system is a City-wide financial system but  
1361 not as many people in Planning & Development need it as people within recreation  
1362 facilities. The system by which it's utilized is an enterprise-wide system, it's just who  
1363 needs to use it to do their job and provide the functions and services we need to  
1364 provide. They are not more customized permutations, there are different  
1365 applications that are needed to have on an average. Probably the typical employee  
1366 in the organization needs the Microsoft Office suite, Excel, Word, which is standard  
1367 on everyone's PC. In addition to that they need to have access to the financial

1368 system, the HR system the budget system, and Citiworks because of the number of  
1369 things they have to provide.

1370  
1371 **L. Berauer** asked if the information on page 21, the Park & Recreation open space  
1372 and parkland preservation millage is the Greenbelt millage.

1373  
1374 **D. Thompson** stated yes.

1375  
1376 **L. Berauer** asked if administration included salaries. For 07 the amount was \$2,536  
1377 and for 08 \$12,616 doesn't look right.

1378  
1379 **J. Miller** explained that the \$12,000 is what has been budgeted but it should be  
1380 remembered that if you go to page 23, fund 29, also says land acquisition, fund 24 is  
1381 the fund where the tax levy amount comes in. The amount that the taxpayers pay  
1382 and what we collect from the Millage, but remember that every land acquisition that  
1383 we do, because we have bonded that money, we use the bond proceeds to pay  
1384 those expenses associated with any land transactions we do, which is what fund 29  
1385 is. Based on if they're doing a land transaction or if it's an old land transaction that  
1386 the Conservation Fund is working to clean up, that wouldn't get charged to the bond  
1387 proceeds but would get charged to fund 24. You're not going to see the total salary  
1388 costs for the Conservation Fund ...we have a contract with them. For example the  
1389 GIS work that our GIS staff does to do the analysis, that's a direct charge and that's  
1390 going to show up in administration. It doesn't include the consultant, often the  
1391 consultant's cost is under contracted services, not necessarily under Administration.  
1392 They won't show up on this report because it doesn't have this level of detail. What  
1393 you're seeing fund 24 under Administration is our internal cost for staff like our GIS  
1394 staff who do work or if money is spent for marketing, those kinds of things that are  
1395 actually City staff costs.

1396  
1397 **D. Thompson** explained the consultant salary is listed under capital outlay, function  
1398 9000, which includes the contractual cost and includes the land acquisition costs.

1399  
1400 **L. Berauer** had some detailed questions about some of the specific park  
1401 expenditures but she will email them to D. Thompson. The expectation was that we  
1402 would receive the new formatted material in March, but now she understands the  
1403 monthly forecasting won't be possible.

1404  
1405 **D. Thompson** hopes to have a different format for the cost center report prepared  
1406 for the March meeting, basically a one page summary of all the facilities while still  
1407 keeping a detailed attachment.

1408  
1409 **C - NEW BUSINESS**

1410  
1411 **C-1** Athletic Field Lighting Policy Discussion

1412  
1413 **C-2** Citizen's Involvement in Golf Courses

1414  
1415 **J. Grand** spoke on this issue stating there was a great deal of citizen input into what  
1416 turned out to be the Park Advisory Commission's recommendations about the Golf  
1417 Courses, and was very impressed with the expertise of the community. Our goal is to

1418 include those people and to continue to receive their input because we do not want to  
1419 lose that insight and that expertise.

1420  
1421 At the same time, as a member of PAC and of the Golf Committee we don't want to  
1422 abdicate our responsibility entirely to Council because we have asked Council to  
1423 make a very significant financial investment in the Golf Courses at least for the time  
1424 being to keep them both operating as Golf Courses. Due in part to that citizen input  
1425 we want to try to see if we can make it a go. Since this Resolution was written there  
1426 has been some activity from Council regarding having a separate Committee that  
1427 does not have a lot of interaction with the Park Advisory Commission but instead  
1428 reports directly to Council. We proposed this as an Adopt-A-Park program and I  
1429 understand that might not be the best fit but I think it was in the spirit of wanting to  
1430 have a citizen group but also making sure that the Park Advisory Commission stays  
1431 involved and that we do not have this group that's outside acting independently and  
1432 reporting to Council because there has been a great deal of time and energy invested  
1433 and it is the responsibility of the Commission to continue to monitor what those  
1434 recommendations are.

1435  
1436 **L. Berauer** stated as PAC heard from some of the emails they really want to stay  
1437 involved and they have a right to stay involved. We are looking for a structure that  
1438 makes the most sense. The understanding is Council did direct staff to work with this  
1439 citizen's group but left it open-ended as to what the structure would be, and if a  
1440 deadline was set. She was worried that staff was directed to work with the citizens  
1441 group but left it completely open-ended and vague. She stated the Park Advisory  
1442 Commission could facilitate and make it happen and if they are going to report directly  
1443 to Council, which is great, then maybe we would want one Park Advisory Commission  
1444 member in that group as well.

1445  
1446 **S. Kunselman** explained there are a lot of people and a lot of effort trying to make  
1447 sure the golf courses are operational and on a financial stable footing. Council has  
1448 not made a formal action on creating a Golf Course Advisory Committee as was  
1449 talked about, nor have they heard from PAC on what a Friends of Huron Hills is. He  
1450 did provide to councilmembers during their caucus the draft Resolution that J. Grand  
1451 put together regarding Friends of Huron Hills. At that same meeting folks from the  
1452 new Ann Arbor Golf Course Association made a presentation for the creation of a Golf  
1453 Course Advisory Committee. They are balancing two entities, PAC and the citizens,  
1454 all of whom have the same goals and the same objectives in terms of the operations  
1455 of the golf courses. How is that balanced, created, addressed, is where it's at. Staff is  
1456 being asked to come up with recommendations, ideally work with both. Speaking for  
1457 himself, a Golf Course Advisory Committee with PAC members on it reporting to  
1458 Council directly would be the best way to go. This is a much more specialized  
1459 committee that they would like to tap into the wealth of expertise.

1460  
1461 **L. Berauer** stated that she believed that's what motivated J. Grand's resolution, is  
1462 that there is so much professional expertise in this group of citizens that why not take  
1463 advantage of it since they are so eager to help. She asked J. Miller if there was a  
1464 timeline.

1465  
1466 **J. Miller** stated it wasn't a formal recommendation, it was that staff go start working  
1467 with this group and bring something back. It was a little confusing, she got PAC's  
1468 resolution and was aware that this group kind of morphed into a broader, not just

1469 focusing on Huron Hills. She also spoke with Paul Bancel who is in this group and  
1470 asked if this was a different group now saying they want to be involved in both golf  
1471 courses or the group that was solely focused on Huron. He responded that they don't  
1472 want to just focus on Huron, they want to be involved in both golf courses. It's the  
1473 same group of people that want to focus on both Golf courses. He sent the group list  
1474 and PAC got an email from Jane Lumm that was the same list. There will be a  
1475 meeting scheduled with this group probably early to mid-March at the latest to start  
1476 working through some of the issues and how they say them working together.  
1477

1478 **S. Kunselman** stated the expertise of this group and that they have different  
1479 perspectives on how the Golf Courses should be operated that differ from what the  
1480 Golf Consultant said, they are looking at it with some ideas that we don't have to  
1481 spend as much money in terms of capital improvements and things of that nature and  
1482 they do have a resolve to get the best bang for buck for the golf courses. He feels  
1483 that is very admirable because they do have the expertise. Hopefully the structure of  
1484 that Committee would include a Park Advisory Commission members, would include  
1485 people outside of their association because they're obviously going to have their  
1486 association and function within themselves, and he doesn't think the Golf Course  
1487 Advisory Committee in draft form should be just that association as a committee  
1488 reporting to Council. He thinks that it should include other recreational folks that have  
1489 an idea of how we can bring in the marketing standpoint, if we do a better job of  
1490 marketing, what's the best way of getting that out there and things of that nature. It's  
1491 very exciting and it may be difficult to include everybody that wants to get so involved.  
1492 He's hoping that for those who don't get on the Golf Course Advisory Committee, you  
1493 can certainly put your energy to getting the skate park built.  
1494

1495 **J. Grand** stated one of the concerns with having this group operating especially  
1496 outside of PAC is that there is a fine line between an advocacy group and an advisory  
1497 group. If only certain citizens are involved, heir biases are going to come into the  
1498 recommendations and it may not be what's ultimately best for Parks & Recreation,  
1499 what's ultimately best for the golf course, it's just what is best for this more narrow  
1500 group's particular interest, which is why she feels a lot of PAC members have an  
1501 important role to play as well and if it's all given up, then it may become something  
1502 that's driven by this interest group.  
1503

1504 **S. Kunselman** stated the importance of this Committee having a structure that is  
1505 beyond just their association and does include PAC. There have been suggestions to  
1506 include someone from the High Schools and someone from the private sector that  
1507 actually runs a Golf Course. Also, any recommendations coming to PAC before it  
1508 comes to Council is a good idea. It's not about stepping on PAC's toes because it is  
1509 a fairly specialized operation. This proposal is based on the Kalamazoo model and  
1510 certainly won't take the Kalamazoo model verbatim because they golf course advisory  
1511 committee makes budget recommendations strictly for their operations, which isn't  
1512 going to happen here. It does show that when you have a specialized committee  
1513 working just for that operation, it might help relieve some of the pressure off of PAC to  
1514 allow them to focus on other activities, not just golf.  
1515

1516 **B. Macomber** stated one of the other reasons we were looking at the Friends of the  
1517 Parks model was to get this going as soon as possible and asked if this issue could  
1518 ideally come to the next meeting.  
1519

1520 **J. Miller** suggested that anyone from the Golf Committee from PAC that was working  
1521 on the Golf issue should be included in the meeting that is set up with this group. It's  
1522 going to happen before the March meeting and that way PAC is sitting at the table  
1523 and there is a fine balance and does fall in the purview of PAC and many of PAC's  
1524 comments are appropriate and by having someone sitting from PAC you bring the  
1525 other perspective to the table, you also make sure that PAC's interests are being  
1526 taken into consideration as the conversations go on so that as this group figures out  
1527 what it's going to do and what the relationships are, that PAC is sitting at the table  
1528 and involved in that and can also make a recommendation to Council.  
1529

1530 **J. Grand** stated that she thought they were also trying to address Parks staff  
1531 concerns, there is a lot of concern that this is setting a precedent for hockey, soccer  
1532 and other committees and could morph into something. It is understood that there is  
1533 a unique position with golf because of all of the activity around golf but having a group  
1534 that is not so dictatorial is important for staff as well.  
1535

1536 **J. Miller** didn't disagree and thought that there are lots of examples where the  
1537 intensity of a situation requires creation of a special group for a specified time period  
1538 and goes away. A recent example that took an enormous amount of time was the  
1539 Millage. A separate group met for over a year just focusing on the Millage, but it went  
1540 away. This is the same thing where there is a concentrated effort for a period of time  
1541 but doesn't become a standing kind of committee.  
1542

1543 **S. Offen** stated he is uncomfortable with the idea of this golf committee reporting  
1544 directly to Council because it's clearly within the purview of PAC to oversee the golf  
1545 courses and to take bits and pieces and have those report directly to Council does  
1546 take some away from PAC's responsibility and breadth of interest. He doesn't think it  
1547 is unreasonable to ask the committee to funnel things through PAC to City Council,  
1548 and the committee will have one master and that master will be Council and if PAC  
1549 disagrees with what the committee is recommending, Council will be listening to the  
1550 committee and not necessarily to PAC.  
1551

1552 **L. Berauer** asked what the Golf Committee members think as far as the committee  
1553 reporting line.  
1554

1555 **J. Grand** stated she felt this committee should come to the regular PAC meetings and  
1556 then take their input report back to PAC and Council.  
1557

1558 **S. Rosencrans** was going to make the same point but wondered if it was now a moot  
1559 point now that a dictate has come from Council.  
1560

1561 **J. Miller** felt that Council said that because time is of the essence, staff start working  
1562 with this group, it didn't say how to do it, there was one Council member that said they  
1563 wanted to report to Council but she didn't believe that was the consensus of all of  
1564 Council. There was no formal resolution passed. She believes that they can start  
1565 working with the group and part of the conversation can be how should the committee  
1566 be formed, under what parameters does the group operate and that a  
1567 recommendation come forward so that PAC can weigh in on it and ultimately the  
1568 decision is probably going to be up to Council but she believes that PAC needs to be  
1569 engaged in those conversations so that the framework is a recommendation from  
1570 PAC and comes to Council.

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**D. Barrett** stated he shared J. Grand's concern and with all the comments he never heard anyone express PAC's concerns of the budget, the hemorrhaging of the money, which is part of what the conversation needs to be and would like, as a PAC member, to see that being part of the conversation because often it was we like it, we want to keep it, let's just keep doing it, we hired this consultant but he's wrong, so let's just keep playing golf, and his concern is that the voice of financial concern within PAC be part of that conversation, not dictated and maybe they do have a better way, but we paid someone who seemed to do a reasonable job, there seems to be a runaway committee that's between PAC and Council.

**L. Berauer** believed there's a pretty good basis for a framework and asked if J. Grand would like to be on the committee.

**J. Grand** stated yes.

**J. Miller** will try to get started scheduling the meeting and will include S. Rosencrans, J. Lawter and J. Grand with everyone else and staff and try to get it scheduled so they can weigh in whether they can attend, and hopefully 2-3 can attend.

**L. Berauer** asked G. Nystuen if she was part of the committee or would like to be part of the committee.

**G. Nystuen** stated it is important to involve the people who were responsible and concerned about expenses and thinks it's very vital to go ahead, and agreed to be on the committee as well.

**S. Kunselman** expressed his concern that the Commission may feel precedence may be set, he stated there is no precedence when you are dealing with issues in local government. He wants PAC to be open to sharing the responsibility with others who really want to be involved, not feel that there is a turf struggle.

**L. Berauer** stated the Park Maintenance Issues will be a standing item on the agenda to bring to our attention. That will be an opportunity for any commissioner who has received any feedback from a constituent or who has walked through a park and noticed something amiss, to bring it to PAC's attention.

**D - COMMISSION PROPOSED BUSINESS**

**D-1** Park Maintenance Issues

**E - REPORT FROM PARKS AND RECREATION MANAGER**

**C. Smith** stated in terms of the staffing for the Parks Manager and also the Operations Manager's position that a private recruiting firm called ARCUS has been hired to do a nationwide search to find candidates for these positions. ARCUS will be meeting with all of the different stakeholder's, staff and citizens, PAC, to see what the needs and skillsets are that the candidates should possess. The goal is to have a person in place by the end of the summer.

1621 **J. Miller** explained she had just had a conference call with the firm and dates have  
1622 been set for this process. She was very impressed with the work they did in filling  
1623 the Community Development Manager's position was before they start recruiting.  
1624 they meet with stakeholders over a series of two days, they meet with the staff they  
1625 would supervise, organization peers, Administrator and some Council members and  
1626 the Park Advisory Commission. The main idea is to get the full spectrum of who the  
1627 candidate will work with, understanding of what every segment views is needed in  
1628 the job, what are some of the dynamics and issues.

1630 This will begin March 12, 2008 and March 13, 2008. They will be here and will meet  
1631 with PAC. From there we will work with them to create a recruitment brochure for the  
1632 recruiting, we will be scheduling interviews for May 2008, hopefully by June 2008  
1633 someone will be on board.

1635 **S. Offen** asked for an explanation of the responsibilities regarding the two positions  
1636 that are to be filled.

1638 **J. Miller** explained the Parks & Recreation Manager was the position Christen Smith  
1639 held. The Operation Manager position is the position that has been vacant for two  
1640 years and has not been filled. Given the complexities of issues that come up within  
1641 Parks & Recreation the two positions work very closely together. The Operations  
1642 Manager will handle day-to-day duties that come up with staff allowing the Parks  
1643 Manager to deal with PAC, or for example, the current Golf Course issue, the  
1644 Millage or a major issue that comes up often with Parks, the Manager can focus on  
1645 those broader policy issues, allowing the Operations Manager to take care of the  
1646 day-to-day issues which PAC doesn't often see a lot of, but there are constantly  
1647 things that come up and fires that have to be dealt with. It's very difficult for the  
1648 Manager to take care of all of the broader issues and the day-to-day issues that  
1649 invariably come up.

1651 **L. Berauer** asked if the Operations Manager would report to the Parks & Recreation  
1652 Manager if anyone had ever been in this position.

1654 **J. Miller** explained in 2000 – 2003 there was a structure called Unit Supervisors with  
1655 3 Unit Supervisors who basically did this job. As we've downsized we've basically  
1656 consolidated those 3 positions into this 1 Operations Manager position. Karla,  
1657 Nancy Burghardt and Matt Warba were all Unit Supervisors

1659 **S. Offen** asked if this position is budgeted.

1661 **J. Miller** stated yes, it has been budgeted for two years, and what has been done is  
1662 Colin Smith and Matt Warba have been doing their regular duties as Facility  
1663 Managers and also have taken on additional duties to fill in some of the gaps with  
1664 the Operation Manager's position being vacant.

1666 **F - REPORT FROM MANAGER OF FIELD OPERATIONS**

1668 **T. Berla** stated we were going to talk about the lighting in the fields, but Karla  
1669 Henderson was not in attendance at this month's meeting and it will be discussed at  
1670 next month's meeting.

1671

1672 **L. Berauer** stated Karla Henderson will be in attendance at the March meeting. Also  
1673 asked T. Berla to send any questions he has via email. She would like Karla to have  
1674 all of everyone's questions in advance so she can be prepared at the meeting. She  
1675 also suggested the Commission think about having a group email that the public can  
1676 use that will go to everyone. It can be discussed at the next meeting.  
1677

1678 **G - REPORT FROM RECREATION ADVISORY COMMISSION**

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1680 **H - REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASK**  
1681 **FORCES**

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1683 **I - PUBLIC COMMENTARY – GENERAL** (3 Minutes per Speaker)

1684  
1685 **J - CLOSED SESSION TO DEAL WITH LAND ACQUISITION ISSUES** (If Applicable)

1686  
1687 **K - TRANSMITTALS**

1688  
1689 **K-1** City Council Items Update

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1691 **K-2** Park Project Update

1692  
1693 **K-3** PAC Work Session Summary

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1695 **K-4** Parks and Recreation Events for January – February 2008

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1697 **K-5** Parks Advisory Commission 2008 Meeting Schedule

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1699  
1700 There being no further business to come before the Commission, **S. Rosencrans**  
1701 moved supported by **L. Berauer** that the meeting be adjourned. The regular meeting  
1702 was adjourned at 7:15 p.m.

1703  
1704 Prepared by,

1705  
1706 Jan Barber  
1707 Management Assistant/  
1708 Special Events Coordinator  
1709 Community Services  
1710