



**CITY OF ANN ARBOR – PARKS ADVISORY COMMISSION
MEETING MINUTES
June 17, 2008**

The regular meeting of the Park Advisory Commission was held on Tuesday, May 20, 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 4:07p.m. by Acting Chair, B. Macomber.

II. Roll Call:

Members Present: (9) L. Berauer (arrived at 4:09 p.m., L. Berauer chose to sit in the meeting with the Commissioners, B. Macomber remained as Acting Chair), B. Macomber, D. Barrett, J. Lawter, G. Nystuen, S. Rosencrans, T. Berla (arrived at 4:15 p.m.), J. Grand, S. Offen (arrived at 4:13 p.m.)

Ex-Officio Members Present: (1) M. Anglin

Ex- Officio Members Absent: (1) S. Kunselman

Members Absent: (0) None

Staff Present: (8) Molly Notarianni, A. Kuras, Jerry Hancock, Molly Wade, M. Warba, J. Dehring, J. Frenzel, L. Bowen

APPROVAL OF AGENDA – Commissioner Macomber asked the Commission if there were any changes, there were none.

PUBLIC COMMENTARY - AGENDA ITEMS (3 Minutes per Speaker)

A - APPROVAL OF MINUTES

A-1 Commissioner Nystuen moved, supported by **Commissioner Macomber** to approve the minutes of the May 20, 2008 meeting with the noted corrections on page 12, line 593. The minutes of May 20, 2008 were approved unanimously.

Commissioner Berauer explained on page 12, line 593 of the May 20, 2008 minutes that she specifically wanted the record to state results of City Council regarding the Resolution dealing with the Golf Courses.

51 **SPECIAL PRESENTATIONS**

52
53 **Storm Water Management Presentation from System Planning**

54
55 **Molly Wade** explained the storm water management in depth from the Power Point
56 presentation to the Commissioners.

57
58 Molly Wade stated as long as we have had cities and rain there has been storm water.

59
60 Historically the Federal Government regulates storm water and was concerned with flood
61 control. The concern of flood control rises when water comes in contact with the impervious
62 surface and runs off and you then have a large amount of water to deal with.

63
64 There is a water quality component that is important and must be focused on. The Clean
65 Water Act was authorized and in 1990 the State adopted the Clean Water Act, in 1996 the
66 State required the City of Ann Arbor to come under a permit for their storm water
67 discharges.

68
69 The Drain Commissioner and the local ordinances are set in place to help enforce the
70 permits for the storm water run off.

71
72 There are requirements for a Water Shed management plan which also include a certain
73 level of public participation, public education, illicit discharge elimination program, stopping
74 any illicit discharges that are found or discovered. Most often discharges are from improperly
75 connected sanitary systems that residents are unaware of.

76
77 Other storm water controls include making sure when the Parks are mowed they are also
78 mulched, approved pesticides are used and making sure any spills are swept up when
79 trucks or other equipment is being fueled.

80
81 The State and Federal government require us to comply with any local TMDL which stands
82 for Total Maximum Daily Load.

83
84 Ann Arbor has 14,000 acres of land, 415 acres is water, impervious acres are approximately
85 4,616 acres and this is approximately 31% of our land cover. The Allen Creek Shed has the
86 second highest percentage of impervious land. The Allen Creek initiative is a project we are
87 working on with the Washtenaw County Drain Commissioner in trying to identify both large
88 and small scale projects within Allen Creek Shed to reduce both flooding and improve water
89 quality.

90
91 The Drain Commissioner has put in several rain gardens and has identified large projects
92 that will receive funding and move forward.

93
94 **Jerry Hancock** explained in length that best water practices has become an industry term
95 for any practice that is being done to reduce or prevent storm water, or to clean storm water.

96
97 When we speak about rain gardens or porous pavement to a storm water manager, these
98 are best water practices.

99

100 The Washtenaw County Drain Commissioners rules have a chart that refers to a hierarchy
101 of best water practices, which outlines a thought process for designing developments.
102 The steps for best water practices are protecting natural areas, minimizing impervious
103 surfaces, and utilizing natural drainage as much as possible.

104
105 Locally the rules of the Drain Commissioner have been adopted by the ordinance. We have
106 maps pertaining to the term, "One hundred year flood" we regulate to this, but there are two
107 other types of storms that we deal with when designing a storm water system and that is the
108 first flush and the bank full. The first flush is basically the half-inch of rain that runs off the
109 land, which is important because that usually carries approximately 90% of the pollutants.

110
111 More recently storm water management is being thought of more holistically. Preserving
112 open spaces, protecting natural processes and reexamining how we do infrastructure.

113
114 It is easier to deal with storm water at the location that it is generated at than letting it
115 accumulate in larger amounts.

116
117 There is a State wide manual that is being developed through an EPA grant, there will be a
118 section pertaining to the storm water management.

119
120 Parks are non-residential land; with the rate structure they are considered commercial
121 property. The rate is \$2.79 per acre per quarter in addition to the customer fee. There are
122 ways to reduce this based on the use of the land. If the entire site complies with the Drain
123 Commissioner's rules there is a 19% reduction in the fee.

124
125 A vegetative swale next to a parking lot, have the parking lot drain into it and get infusion
126 both into the ground and uptake through the roots; a bio swale is similar to a rain garden but
127 a little more engineered.

128
129 Mary Beth Doyle Park has a constructed wetland, regional detention basins and multiple
130 storm water practices. This entire project pertained to storm water.

131
132 Vegetative roof/green roofs are becoming popular; they cost more but pay themselves back
133 in other benefits, from reduced storm water and better efficiency as far as heat lost and last
134 longer than conventional roofs. There is a rain garden at Veterans Memorial Park that will
135 take on water from the parking lot. A smaller rain garden is located at Huron Hills Golf
136 Course. Underground solutions can be done in various applications; it does not have to be
137 under a commercial parking lot. It can be at a building at a park and have multiple
138 underground tanks to take on water from different sources, whether it is from off site, a pool,
139 a roof or from a driveway. Many engineers are including this type of technology in storm
140 water systems.

141
142 **S. Rosencrans** asked what happens if the sediment falls to the bottom, and how it would be
143 retrieved.

144
145 **Jerry Hancock** stated a Vector truck is used. All of the City's catch basins are cleaned on a
146 five-year basis. If this particular system is used, the catch basin is cleaned on a one-year
147 basis.

148

149 **S. Offen** asked with the ideas for incentives for commercial and residential development,
150 what would be the logic between having incentives versus requirements for developments.
151

152 **Jerry Hancock** stated complying with Chapter 63; the storm water ordinance is a
153 requirement in code and only complies when a development goes through the site plan
154 process. There are sites that never make a change.
155

156 **S. Offen** stated it is an encouragement to people in a developed site to install these to gain
157 the credits, but if a new site is developed it would be a requirement.
158

159 **Jerry Hancock** stated yes.
160

161 **J. Lawter** asked if there is a problem outside of our jurisdiction would we work with the
162 County and if there is a regional plan.
163

164 **Jerry Hancock** stated yes, we work with the County Drain office with most of our issues.
165

166 **Molly Wade** stated we are regulated by the state, and work with upstream communities.
167

168 **Jerry Hancock** stated the City has a water shed plan for Mallets Creek which includes part
169 of Pittsfield Township and they are part of the process, there is a committee called Mallets
170 Creek coordinating committee that meets monthly to assure the plan is implemented.
171

172 **J. Lawter** stated there was always an issue with jurisdiction and wanted to know how it is
173 organized here in Washtenaw County
174

175 **Molly Wade** stated we also partner with the Water Shed council.
176

177 **G. Nystuen** asked if there would there be additional signage to explain the rain gardens.
178

179 **Molly Wade** stated there is signage at Olson Park and signage will be placed at Mary Beth
180 Doyle Park. The hopes are as additional projects are developed additional signage will be
181 considered.
182

183 **G. Nystuen** asked if this is part of the offset on the storm water charge to Parks.
184

185 **Colin Smith** stated the storm water credits are for the rain gardens, educational materials
186 and signage. This will not be isolated for Olson Park and Mary Beth Doyle Park.
187

188 There is increased signage at Buhr Park and signage will also be at Huron Hills Golf Course
189 and Veterans Memorial Park at the rain gardens that are there.
190

191 **G. Nystuen** asked if we would be placing this signage at our new developments.
192

193 **Colin Smith** stated yes, and Amy Kuras and Jeff Dehring will be speaking on forthcoming
194 projects.
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196 **G. Nystuen** stated Olson Park was desolate and was pleased to see the new plantings,
197 swales and rain gardens. Also stating the future at the Park looks so much nicer and feels
198 the additional signage is a good idea.

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L. Berauer asked if Parks would be charged for the impervious land.

Colin Smith stated yes, all of the Parks facilities are charged for their impervious part of the bill. The credit that is received to help offset that expense is for all of the rain gardens, educational materials and signage.

L. Berauer asked if the charge for Parks is the same rate as the commercial charge and not the residential charge.

L. Berauer also asked if the pervious pavement is more expensive than the impervious pavement.

Jerry Hancock stated yes it is more expensive, if you have the right site it is not necessarily more expensive, depending on what it is compared to. If you compared it to a new system and do all the real costs over time, there is not much difference in cost. On the other hand if more stone and excavation is done the cost would be more.

L. Berauer asked if it is new construction, then it is relatively cost effective.

Molly Wade stated yes, it is similar once you start from scratch.

D. Barrett asked if the first flush is basically discussing a big down pour with 90% of the pollutants going directly into the system.

Jerry Hancock explained if you look at an entire year of the pollutants that reach the river, 90% of the pollutants would be in the first half inch of the rain.

D. Barrett asked what systems are in place at the Golf Courses with this in mind.

Jerry Hancock stated the Golf Courses do not have much in the place regarding storm water management.

D. Barrett asked if we needed to retrofit the Golf Courses now.

Jerry Hancock explained more of the focus with storm water management is regarding impervious surfaces; there hasn't been a lot of focus on Golf Courses in particular.

S. Rosencrans stated our municipal Golf Courses are part of turf stewardship programs and are part of keeping the pollutants out.

Jerry Hancock stated, all those practices are part of the storm water management practices and avoiding the issue in a different way.

Colin Smith explained this is why the rain gardens are installed at Huron Hills Golf Course because the maintenance barn there is impervious.

Huron Hills Golf Course has a large roof square footage area and did not have anyplace for the water to run off there. The water from the clubhouse actually runs off to the grass.

D. Barrett asked if this is pertaining to what Tom McMurtrie is doing.

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Colin Smith stated yes.

J. Lawter asked if the billing is site specific, or if Parks were treated as one customer.

Jerry Hancock stated individual Parks receive a separate bill.

L. Berauer asked if it is true that for new construction you have to accommodate any impervious surface that you are adding so that there is not a net gain of run off.

Jerry Hancock stated that is not exactly how the rules work. Ann Arbor is stricter than other communities. The City requires new developments to comply with the detention requirements.

L. Berauer asked if Jerry Hancock could explain the current situation regarding the Allen Creek initiative.

Jerry Hancock explained this is a grant-funded project that the City is working on with the Washtenaw County Drain Commissioner, the main focus has been what can be done on a large scale, and the project at Mary Beth Doyle Park is a very good example.

The project has now been narrowed down to approximately five sites, mainly focusing on Pioneer High School. There is a possibility of doing an underground detention facility there that would service the biggest area of all the sites we can find and reduce the largest amounts of phosphorus of any of the sites found. There are other sites on the list, including Veterans Memorial Park, West Park and road project along Dexter Rd. and Stadium Blvd.

Molly Wade stated there were public meetings held and Pioneer High School seemed to be the best location for the project at this time. The Farmer's Market is also moving forward.

B. Macomber stated if the public has any questions, Molly Wade and Jerry Hancock would be the contacts.

Farmer's Market Presentation and Update

Molly Notarianni spoke on the Ann Arbor Farmer's Market and presented a Power Point presentation to the Commissioner's and explained each slide in depth.

Molly Notarianni stated several reasons why the Farmer's Market is special, stating she has been at the Farmer's Market for approximately four months.

The Public Market Advisory Commission has worked to update the Market Mission statement.

There is diversity within both the vendors and the shopper's present at the Market.

Farmer's Markets provide a direct opportunity to consumers to purchase directly from the producers of the food and adds a special element to the interaction for the consumers.

298 The shoppers can purchase food all year round and locally made hand crafts. The Market
299 is a producer only market meaning the products are made or grown by the vendor.
300

301 The Farmer's Market is a historic market and has been in existence since 1919. Many of the
302 vendors and/or their family members have physically been a part of the Farmer's Market for
303 most of the existence.
304

305 Both new and returning vendors need to be inspected; the commitment is there to make
306 sure everyone is actually producing what they bring to the Market. To date this year 43
307 vendors have been inspected.
308

309 Market renovations are taking place. The first phase is due to begin later in the week or the
310 beginning of next week. The renovations will include power washing and re-painting the
311 existing shed structure, the installation of updated Market lights, and mapping of the
312 electrical system.
313

314 The solar panel project is approximately 75% complete along the set of sheds that are
315 directly across from Kerrytown. In addition to the solar panels there will be large educational
316 kiosks on site and additional signage. The transformers will be located within the breezeway
317 of the Market and the public will be able to see the read-out of how much energy is being
318 produced. This information will also be able to be seen at the Hands on Museum.
319

320 The Farmer's Market is a great resource for the community and is in a great location.
321 Enhancing the activities and utilization of the Market space is a major goal.
322

323 The Farmer's Market recently received authorization to accept EBT (Electronic Benefit
324 Transfer) at the Market. Several years ago food stamps were changed from a paper format
325 into a credit card form. This shift made it difficult for places that didn't have a credit card
326 terminal or power, such as Farmer's Markets to accept food stamps.
327

328 There has been a movement to accept these credit cards. By having the ability to accept
329 these credit cards everyone will have access to the fresh and local foods that are available
330 at the Farmer's Markets. We are participating in the "grow your kids campaign", which will
331 target mother's with young children specifically with the EBT program. This program will
332 target WIC and Senior WIC. Hopefully by late summer this program should be ready to go
333 live for the public.
334

335 An Assistant Market manager has been hired, and a Market Newsletter has been started.
336

337 **B. Macomber** asked if the EBT card will be implemented at the end of summer; and if the
338 public will be allowed to go to any vendor to use it.
339

340 **Molly Notarianni** stated the EBT is only good for produce and basic food; it cannot be used
341 for hot foods. There is a credit card machine in the office; persons will come in and swipe
342 their card and receive a token or script for their purchases. This procedure will be an
343 expansion of the project fresh program that the vendors have been participating in for a long
344 time.
345

346 **B. Macomber** asked if the customer will bring their card to the office, and then take the
347 tokens/script to the vendor, then the vendor will take the token and the reimbursement will
348 take place.
349
350 **Molly Notarianni** stated yes.
351
352 **G. Nystuen** asked what the relationship was with the Artisan Market on Sunday's.
353
354 **Molly Notarianni** stated they are actually their own non-profit entity, renting the space from
355 the Market and it is an ongoing relationship.
356
357 **L. Berauer** asked what the volunteer program would consist of.
358
359 **Molly Notarianni** stated once there are special events they will be involved, there will be
360 monthly survey's of the Market to get a better idea of how many people attend the Market
361 and how much money is spent. New initiatives will be introduced including children
362 activities.
363
364 **J. Grand** asked if Molly would speak more about the educational opportunities.
365
366 **Molly Notarianni** stated there are not any specific educational activities at this time. In the
367 future there will be a curriculum for school groups on Wednesday's as well as introducing
368 Chef's demonstrations.
369
370 **Colin Smith** stated another idea has been that Molly Notarianni will visit the other Park
371 facilities including the Senior Center and the Community Outreach Centers to introduce the
372 Market to a variety of other people.
373
374 **G. Nystuen** asked if the vendors that are not inside the stalls on Saturday are considered a
375 part of the general Market operation.
376
377 **Molly Notarianni** stated, yes everyone that is there on Wednesday's and Saturday's are a
378 part of the Market.
379
380 **T. Berla** asked if the people that are on the curb could be placed in the Market.
381
382 **Molly Notarianni** stated there is limited space available; with the renovations this is being
383 addressed along with adding green space and seedlings.
384
385 **L. Berauer** asked when the Farmer's Market joined Parks System.
386
387 **Jeff Dehring** stated it was in the 1990's.
388
389 **L. Berauer** asked have there always been inspections.
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391 **Molly Notarianni** stated yes.
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393 **L. Berauer** asked if there have been any violations noted.
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395 **Molly Notarianni** stated no.

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S. Offen asked what is actually been inspected.

Molly Notarianni stated that the vendor is inspected to ensure what they are producing and bringing to the Market is what is on the application.

S. Offen asked how long will the renovations take.

Molly Notarianni stated the solar project should be completed within a week; the phase one portion of the renovations should be completed within four weeks.

S. Offen asked if the renovations would affect the Market days.

Molly Notarianni stated the renovations should not impact the operations at all.

Jeff Dehring the solar project is being administered through the Energy office and is close to completion.

The renovations for the first phase could take approximately four weeks; the lights that were decided upon could take approximately six to eight weeks to be delivered. Certain components of the renovations could be prolonged and take eight weeks to complete. It has been made very clear in the documentation that the contractors cannot work on Wednesday's, Saturday's or Sunday's. The site will be secured, lit and temporary lighting will be provided if need be.

M. Anglin asked about the handicapped accessibility and what could be done as far as parking spaces being set aside to accommodate those that would need it.

Molly Notarianni stated this would be taken into consideration.

Jeff Dehring stated during phase two there will be accommodations made.

L. Berauer asked what the timeline for phase two would be and when it would be implemented.

Jeff Dehring stated there have been challenges associated with the renovations, the Market is carrying a very heavy load, and the configuration is being changed at the site. There will be a public meeting to discuss the phase two process. The phase two implementation should begin next year. Hopefully a grant from the Kresge Foundation to assist in the design fees for a green roof on the shed structure.

There is also a state revolving fund grant that would hopefully help fund the storm water management components.

L. Berauer asked if the storm water management would be accommodated through underground detention.

Jeff Dehring stated yes, preliminary designs have been reviewed, a porous surface has been discussed; this will not be able to occur due to the slopes across the site.

445 From Detroit Street over to Fourth Street there is approximately a five and a half to six foot
446 drop in grade between areas.

447
448 The alternative measures would be underground storage and possibly rain gardens.

449
450 **On-Going Capital Projects Update**

451
452 **Amy Kuras** spoke on this issue explaining to the Commission that there will be an
453 upcoming West Park meeting.

454
455 The Allen Creek project was not listed but there is an interest regarding West Park and
456 storm water management there.

457
458 **S. Offen** asked why the public meeting would be held at Northside Community Center.

459
460 **Amy Kuras** stated she tried to have the meeting at one of the schools and they were not
461 available.

462
463 The biggest project of late that has been worked on has been Bandemer Park; it has been
464 transformed from an industrial site to a Park. The lot has been paved, a Disc Golf Course
465 has been put in, and a BMX course.

466
467 Renovations have taken place at Mary Beth Doyle Park, part of the storm water
468 management has been put in, a retention pond, the parking has been redesigned and
469 landscaping has also been done.

470
471 Additional renovations will be the game courts including the tennis courts at Burns Park and
472 they will not be able to be played on for approximately one month.

473
474 The half court at Ellsworth Park will be renovated.

475
476 The basketball courts will be renovated at Leslie Park.

477
478 Some of the projects that will going to City Council in July will be renovations to some of the
479 walks through and sidewalks adjacent to Huron Highlands, part of Leslie Park on Pontiac
480 Trail, the walk connecting the playground at South Maple Park to the Public Housing site
481 and the frontage of Sugarbush Park; these renovations will take place in August.

482
483 Cobblestone Farms Customer Service Center renovations will be going to City Council in
484 July; this will be interior renovations to the bridal changing area and where the Customer
485 Service Center is located at this time. Office space will be reconfigured.

486
487 A second phase of renovations will take place at Cobblestone and this will include exterior
488 changes including a rain garden due to flooding in the barn.

489
490 The classroom renovations have been completed at The Leslie Science Center; an addition
491 has been completed on the Critter House which expands the classroom space there as well.

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493 A bid has been sent for the renovations at the Leslie Park playground, and will hopefully be
494 renovated in August.

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L. Berauer asked if the pathways come under the trails and greenways; if so are they now being funded through Parks Operations.

Amy Kuras stated yes, this will be funded through Park Operations.

G. Nystuen asked if there is signage explaining the renovations and closures.

Amy Kuras stated yes, she has put in a request for signage.

Colin Smith stated the staff at the Senior Center is aware of the renovations and that location is often the site where most people will ask about the renovations that are taking place.

D. Barrett stated the work and design done at Bandemer is great.

B. Macomber stated the work and design at Olson Park is great.

B. Macomber asked if there is a plan in the future to have a bike lane near the Arrowwood Hills area of Pontiac Trail.

Amy Kuras stated the bike lane ends at the end of the City's jurisdiction.

T. Berla stated the land on Washtenaw that someone donated to be a park appears to be overrun with dirt.

Amy Kuras stated this land was dedicated and the foundation of a house is being removed.

Colin Smith stated the contractor will place everything back in order as soon as possible.

PUBLIC HEARING

B - UNFINISHED BUSINESS

B-1 Dog Park

Jeff Dehring stated there have been approximately over 600 permits issued for the Dog Parks. Swift Run has been a huge success and the County has had to do increased maintenance as a result. There has been roughly \$15,000.00 spent for these repairs.

A significant amount of maintenance is being spent at Swift Run.

At Olson Park there was a second transfer area installed by the basketball court. The main purpose was due to the identification of a grade issue; the need for an alternative location to this area was needed so that the cleaning up of waste and debris can take place.

543 Calls have been received regarding aggressive dogs at both sites; what can be done
544 and who should be called. This would be a 911 call; we do not have an animal control
545 officer, the County does and can respond to the location.
546

547 **S. Offen** asked if a 911 call is made from the Park, who would receive the call.
548

549 **Jeff Dehring** stated the 911 dispatcher.
550

551 **Colin Smith** stated he would find out specifically and pass this information on to the
552 Commission.
553

554 **L. Berauer** asked if the signs at the Dog Parks specifically states if there is a problem
555 with an aggressive dog to call 911.
556

557 **Jeff Dehring** explained it is stated on the signs in the dog Parks, for emergency
558 assistance call 911. This is also stated in fine print when someone purchases the dog
559 tag a packet of information is given.
560

561 There have been a few calls regarding dog owners that have not purchased permits,
562 yet still bring their dogs to the Dog Parks.

563 The idea of a card reader, a key to gain entry, a pad lock and a combination entry
564 were all investigated, but all of these alternatives would require sufficient staff to
565 manage.
566

567 The only facility that was found in the inquiry that was a public operated Park located in
568 the city Northville and they have a card reader system, they also have sufficient staff to
569 manage the Park, they have also had some failures with it. This system would require
570 that electricity be installed. Excavation is not possible at Swift Run due to it being an old
571 landfill so powering the location would be virtually impossible..
572

573 **J. Lawter** asked if on-site permit registration was a possibility.
574

575 **Colin Smith** stated this had been discussed with the County but due to several
576 logistical issues was deemed not feasible.
577

578 **S. Offen** stated before the Dog Park opened there was discussion of the canine social
579 club supporting the site.
580

581 **Jeff Dehring** stated there have been a few members come to the site in an informal
582 capacity to help educate the users at the site and share the rules. There is not a
583 formal commitment or an agreement that there would be a volunteer on site.
584

585 Discussions have taken place with the County to have volunteers at the site, or to
586 develop a Friends of the Dog Park along the lines of the model NAP uses for their
587 volunteer program.
588

589 **S. Rosecrans** asked what type of turf is used in the Dog Park.
590

591 **Jeff Dehring** stated volume of use is creating the problem. Turf mix was considered
592 and an athletic turf blend is being used. The areas outside the fence are growing very

593 well. The idea has been to segregate off areas with fencing to allow the grass to
594 establish and grow.

595
596 **S. Rosencrans** asked about using something that is more durable such as
597 dandelions.

598
599 **Jeff Dehring** stated it is a struggle to get a turf or a vegetative cover at the site.

600
601 **J. Lawter** asked how anything invasive would be kept from invading the Park.

602
603 **L. Berauer** stated dandelions or any lawn weed would not be a problem from a NAP
604 point of view.

605
606 **Jeff Dehring** stated we might have to segregate the areas so the turf can rest.

607
608 **B. Macomber** asked if a permanent fence has been discussed to divide the area.

609
610 **Jeff Dehring** stated it came down to the expense of the permanent fence.

611
612 **B. Macomber** asked if the permanent fences would be a better investment rather than
613 spending the money for temporary fences.

614
615 **Jeff Dehring** stated the lineage footage would be a significant amount of money that
616 would have to be spent.

617
618 **Colin Smith** stated this process is comparably new and we would need to go through
619 the entire season to see what practices make the most sense.

620
621 **Jeff Dehring** stated the County was taking the lead on a temporary fencing.

622
623 **L. Berauer** asked if Safety Services could assist with targeting unregistered users of
624 the Dog Park

625
626 **Colin Smith** stated yes, he would discuss this issue with Safety Services.

627
628 **J. Lawter** stated the renovations have been very well received.

629
630 **Colin Smith** stated there would be monthly meetings to discuss the Dog Park with the
631 County and City employees.

632
633 **C - NEW BUSINESS**

634
635 **D - COMMISSION PROPOSED BUSINESS**

636
637 **E - REPORT FROM PARKS AND RECREATION MANAGER**

638
639 **Colin Smith** gave an update regarding the job vacancies within the Parks Service
640 Area; stating Jeff Straw will be our Deputy Manager and will start July 14, 2008.
641

642 The two positions at the Golf Courses will be posted in the near future along with the
643 position at Buhr Park.

644
645 **F - REPORT FROM MANAGER OF FIELD OPERATIONS**

646 **Matt Warba** stated he spoke to Karla Henderson and felt the Commission should be
647 given an update on a monthly basis and that information should be shared on
648 forthcoming projects.
649

650
651 Matt Warba commented on the storm water management at the Golf Courses. In 1995
652 the DNR came and performed a site evaluation; there are seven areas at the Golf
653 Courses that are part of the storm water management that the water comes back to the
654 surface, the sediments spills out and goes back underground.
655

656 The Golf Courses were part of the Huron River Watershed partner for clean streams
657 and also the Michigan Environmental Stewardship program which deals with storm
658 water management pesticide handling, usage and storage.
659

660 A new sign making machine will go to City Council for approval, this will give us the
661 ability to make the recycled plastic signs in multi color and will give longevity to our
662 signs.
663

664 It will also give us the ability to provide the way maker signs with lettering that will have
665 greater clarity.
666

667 On July 1, 2008, Field Operations will take back the cleaning and maintenance of the
668 shelters and restrooms in the Park system that was contracted out for a year. The
669 general consensus was Park Operations would do a better job.
670

671 **J. Grand** asked if there will be signage at the restrooms or shelters on who to contact if
672 they need cleaning.
673

674 **Matt Warba** stated the signage will refer to a number for the public to contact. There
675 will be a Park rover and this person will be the eyes and ears for Park Operations.
676

677 **S. Offen** asked if more staff has been hired to do this task.
678

679 **Matt Warba** stated there could be one to two more seasonal employees hired to
680 supplement our current work force. During the day we will incorporate these duties into
681 our normal operations.
682

683 **L. Berauer** asked if this was the first time trying a contractor to provide the
684 maintenance and cleaning, and was it cost effective.
685

686 **Matt Warba** stated cost was not the issue, but the quality of work was.
687

688 **Matt Warba** stated on July 1, 2008 the ability will be provided for the public to place
689 work requests via the City's website for all of our Parks. The work requests will be
690 routed to Mark Cozart and Matt Warba as Field Operation supervisors, then assigned

691 to staff. The public can go online and check the status of the work order and find out
692 where we are in the process.

693
694 **J. Grand** asked if this feature will be marketed.

695
696 **Matt Warba** stated yes, there will be a link on the Field Operations website.

697
698 **B. Macomber** asked if the information would only be on the Field Operations web site.

699
700 **Matt Warba** stated the information will also be posted on the City's front page
701 of the web site.

702
703 **Colin Smith** stated this information will also be on the Parks and Recreation Services
704 web site where the Customer Services office number is also located.

705
706 **T. Berla** stated there is still a sign at Mary Beth Doyle Park entrance that says the Park
707 is closed. Also stating he spoke to Larry Dishman about the lighting at the fields and he
708 says it is great; Rob Millett was very instrumental in this project with the electronic
709 lights.

710
711 **Matt Warba** stated his intent is to be here monthly to keep the Commission updated
712 with what is going on in Park Operations.

713
714 **L. Berauer** expressed appreciation with Matt Warba's presence at the meeting.

715
716 **Matt Warba** stated the gaps are being bridged with everyone working together.

717
718 **G - REPORT FROM RECREATION ADVISORY COMMISSION**

719
720 **J. Grand** stated the potential to market Golf at the schools was discussed at the Golf
721 Task Force meeting.

722
723 The schools will not allow any camp information through the City to be marketed due to
724 the schools running similar camps.

725
726 **Colin Smith** stated in the past the City was allowed to promote Parks & Recreation
727 programs in the backpack flyer. Now, only programs not in direct competition with
728 Rec & Ed can be promoted in the backpack flyer.

729
730
731 **T. Berla** stated it would be a good idea for someone from the Park Advisory Commission to attend
732 the Recreation Advisory Commission meeting to deal with this particular issue of promoting
733 camps and other programs.

734
735 **J. Grand** stated the old rules were if there were camp opportunities and scholarships offered the
736 children could potentially receive the information and should be promoted through the schools as
737 well.

738
739 **Colin Smith** stated the backpack flyers are allowed to promote the opportunities that are not in
740 direct competition with Recreation & Education.

741
742 **T. Berla** stated the important issue should be what is in the best interest of the children.

743
744 **L. Berauer** stated that T. Berla, being the RAC liaison to PAC should take these issues to the
745 RAC.

746
747 **T. Berla** stated he would be glad to present these issues to the Recreation Advisory Commission,
748 but it would also be an addition if there was a representative from the Park Advisory Commission.

749
750 **G. Nystuen** asked if there is a camp at Cobblestone Farms.

751
752 **Colin Smith** stated there has not been a camp at Cobblestone Farms for two years. There were
753 more camps offered than there were registrations. The camp at Buhr Park incorporates
754 Cobblestone Farms into the activities.

755
756 **G. Nystuen** asked if the camp at Buhr Park was active and asked for additional information
757 regarding the camp.

758
759 **Colin Smith** stated the camp is active at Buhr Park, and both revenue and participation is
760 growing.

761
762 **H - REPORTS FROM RELEVANT COMMISSIONS, COMMITTEES, BOARDS AND/OR TASK**
763 **FORCES**

764
765 **D. Barrett** stated there will be an upcoming meeting regarding the athletic fields and he will bring
766 this information back to the Commission.

767
768 **D. Barrett** stated this meeting will basically coordinate the different functions with the proper
769 parties in order to get the job done.

770
771 **T. Berla** stated the basic idea was there is approximately 1.5 million dollars some of which is in
772 this Fiscal Year, the question is does it have to be spent now or can it be committed; if the balance
773 will be spent between Fuller and Olson Fields as opposed to the neighborhood fields.

774
775 The other topic that has been discussed were the Airport Fields, it turns out someone from the
776 Airport Administration was renting the fields there.

777
778 **B. Macomber** asked if D. Barrett would give an update to the Commission.

779
780 **D. Barrett** stated the meetings will be a great asset to gain knowledge and information; this
781 information will be brought back to the Commission and discussed.

782
783 **B. Macomber** stated the Park Advisory Commission had a retreat recently and discussed goals
784 for the upcoming year; priorities were discussed, lists of task forces were discussed, afterwards
785 Commissioners are assigned to those task forces.

786
787 B. Macomber asked L. Berauer if it would be a good time to actually list the task forces.

788
789 **L. Berauer** stated one of the largest priorities was getting a better handle on the capital
790 development process; there is a committee that will look at the flow of information in terms of how

791 projects are prioritized, how they actually are planned, so that the Park Advisory Commission has
792 an input before the projects are implemented and money is spent.

793
794 The other ongoing concern is that we have a very good budget committee who has been working
795 with staff over the past year to ensure more user friendly budget reports.

796
797 The athletic task force committee is in effect as well as the public interface. The Park Advisory
798 Commission is very concerned regarding public input, there is a task force devoted to finding
799 better ways to get the public input into not only operational issues but also possible capital
800 development preferences.

801
802 One of the goals we want to accomplish within the next year is to have a public meeting to discuss
803 how the millage money will be spent. We also have the ongoing Golf task force. L. Berauer also
804 mentioned that D. Barrett and S. Rosencrans are sitting on the Argo Damn committee.

805
806 L. Berauer will be the Allen Creek, Greenway liaison and give the Commission updates.

807
808 **B. Macomber** stated there will be a public meeting July 8, 2008 at 7:00 p.m. regarding the West
809 Park master plan.

810
811 **T. Berla** stated he will try and attend that meeting.

812
813 **I - PUBLIC COMMENTARY – GENERAL** (3 Minutes per Speaker)

814
815 **J - CLOSED SESSION TO DEAL WITH LAND ACQUISITION ISSUES** (If Applicable)

816
817
818
819 **K - TRANSMITTALS**

820
821 **K-1** City Council Items Update

822
823 **K-2** Park Project Update

824
825 **K-3** Park and Recreation Events for July – August 2008

826
827 There being no further business to come before the Commission, **Commissioner**
828 **Rosencrans** moved, supported by **Commissioner Berauer** that the meeting be
829 adjourned. The regular meeting was adjourned at 6:17 p.m.