



**CITY OF ANN ARBOR – PARKS ADVISORY COMMISSION  
SPECIAL MEETING MINUTES  
December 5, 2006**

The regular meeting of the Park Advisory Commission was held a Special Meeting on Tuesday, December 5, 2006 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 4:10 p.m. by Chair L. Berauer

II. Roll Call:

Members Present: (7) L. Berauer, B. Macomber, J. Satarino, T. Berla, S. Offen, John Lawter, C. Riseng

Ex-Officio Members Present (1) S. Kunselman

Ex- Officio Members Absent (1) R. Johnson

Members Absent: (2) D. Barrett G, Nystuen

Staff Present: (6) J. Miller, C. Smith, D. Borneman, C. Saam, D. Thompson, T. Crawford

Guests:

David Mullen (Deputy Director of Metroparks)

**APPROVAL OF AGENDA**

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

**SPECIAL PRESENTATIONS - None**

**A - APPROVAL OF MINUTES - None**

**B - CLOSED SESSION TO DISCUSS LAND ACQUISITION MATTERS**

**C - PRESENTATION ON PROPOSAL TO OPERATE A CANOE LIVERY ON HURON-CLINTON METROPARK AUTHORITY PROPERTY**

**C. Saam** (Facility Supervisor of the Ann Arbor Canoe Livery) stated the notice of invitation to bid was received on September 16, 2006 and the bid was due on September 27, 2007. After a conversation with the City Administration it was concluded that this was a good opportunity providing the Parks with a regional approach as well as a good financially feasible operation to run. The City Staff is requesting the Park Advisory Commission recommend the City enter this agreement with the Huron-Clinton Metropark Authority to operate the Canoe Liveries in Delhi, Hudson Mills and Dexter-Huron Metroparks.

**Dave Mullen** (Deputy Director of Metroparks) stated the Huron Hills Metroparks have been operating through the Skippis Canoe Livery since the 1970's in this entire time they have not gone out for bids, with the new Administration and with contracts are expiring the need was to find out what opportunities were available, offer new programs to the general public, improve the services that are offered and are interested in the bid submitted by the City of Ann Arbor. The increase of the educational programs is very important.

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65 **C. Saam** went into details regarding the business plan. C. Saam also explained the difference between  
66 hourly paddles versus river trips. Hourly paddles, which are 50% of our business, stay on Argo pond or  
67 Gallup pond; there is no van transportation. Both the paddles as well as the river trips have done  
68 approximately 6,000 boats, which would be approximately half and half.  
69

70 Four river trips are offered, the Dexter-Huron trip is a six-hour trip (1.5% of our population  
71 participates), and the Delhi trip consists of approximately 7.5% population participation. The Barton to  
72 Gallup trip consists of approximately 9% of the population participation and the Argo to Gallup trip  
73 consists of approximately 82% participation.  
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75 The Revenue and Expenses were explained in detail. The projected hours for the various facilities  
76 were explained in detail.  
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78 **S. Offen** asked if City residents would have to buy permits to enter the Parks.  
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80 **C. Saam** stated this could become protocol.  
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82 **S. Offen** asked for an explanation of the financial report time period.  
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84 **Damon Thompson** (Financial Manager for Community Services) explained the financial report time  
85 period to the Commission.  
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87 **J. Miller** further explained the challenges of the financial report.  
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89 **Tom Crawford** (Chief Financial Officer) spoke on the risk management issues. T. Crawford also  
90 stated this issue regarding the insurance would be followed up as well.  
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92 **S. Kunselman** expressed concern regarding the service that would be provided to the residents of  
93 Ann Arbor.  
94

95 **J. Miller** explained there would be cost savings in the general fund due to the service level continuing  
96 at Argo and Gallup that we currently have by splitting it between three facilities, by this being done  
97 there are expenses being paid by the general fund can be shifted to the Metropark operation.  
98

99 **D. Thompson** explained the expenses shown on the budget material to the Commission.  
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101 **R. Johnson** suggested the Park Advisory Commission vote on this issue with conditions that he  
102 questions asked of the Commission are answered.  
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104 **L. Berauer** asked that there be a motion to vote.  
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106 **S. Offen** moved, supported by **C. Riseng** to approve the resolution that was included in the packet  
107 as written with amendments if any.  
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109 **B. Macomber** moved, supported by **C. Riseng** to amend the resolution with the conditions that the  
110 information the Commission receives regarding the liability coverage would be considered and  
111 reviewed by City Council.  
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113 **Ayes: (7) S. Offen, B. Macomber, L. Berauer**  
114 **C. Riseng, T. Berla, J. Satarino, J. Lawter**

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116 **Nays: (0) None.**

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118 **Absent: (2) D. Barrett G, Nystuen**  
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120 **Motion granted as stated.**  
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D - RESOLUTION RECOMMENDING CITY TO ENTER INTO AN AGREEMENT WITH THE HURON-CLINTON METROPARK AUTHORITY (HCMA) TO OPERATE A CANOE LIVERY AT DELHI METROPARK AND WATERCRAFT LAUNCH FACILITIES AT HUDSON MILLS AND DEXTER HURON METROPARKS AND RECOMMENDING PAYMENTS TO THE HCMA OF 28% OF THE OPERATION'S ANNUAL NET PROFIT

I - PUBLIC COMMENTARY – GENERAL (3 Minutes per Speaker) – **None.**

There being no further business to come before the Commission, Commissioner Macomber moved that the meeting be adjourned at 5:15 p.m.

Respectfully submitted,  
*Lynn Bowen*  
Lynn Bowen  
Administrative Support Specialist V