

PARKS AND RECREATION BOARD MEETING MINUTES
March 5, 2024

Heather Carmona, Chairperson, called the meeting to order at 6:30 pm at 851 South Eton.

MEMBERS PRESENT: Heather Carmona
Susan Collins
Pam Graham
Anne Lipp
John Rusche
Steve Sweeney
Joseph Wrobel

MEMBERS ABSENT: Sarah Kupczyk

STUDENT REPRESENTATIVES PRESENT: Ella Bassett, Orchard Lake St. Mary's Preparatory School

ADMINISTRATION: Scott D. Zielinski, Director DPS
Carrie A. Laird, Parks and Recreation Manager
Connie J. Folk, Ice Arena and Facilities Superintendent
Leah Blizinski, City Planner
Melissa A Coatta, City Engineer

GUESTS: Jessica Einstein and Brandon Wynn

AGENDA AMMENDMENT:
It was moved by Graham, seconded by Lipp, to amend the Parks and Recreation Board to add New Business 3. Ad Hoc Senior/Recreation Center Committee Representation to the March 5, 2024 Parks and Recreation Board Agenda.

Ayes, Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, John Rusche, Steve Sweeney and Joseph Wrobel

Nays, Absent, None
Sarah Kupczyk

ANNOUNCEMENTS, INTRODUCTIONS OF GUESTS & CHAIRPERSON COMMENTS:

Welcome student representative: Ella Bassett, Orchard Lake St. Mary's Preparatory School

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

No items presented

APPROVAL OF THE MINUTES:

It was moved by Sweeney, seconded by Rusche, to approve the minutes of the Tuesday, February 6, 2024 regular meeting as submitted.

Ayes, Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, John Rusche, Steve Sweeney and Joseph Wrobel

Nays, None
Absent, Sarah Kupczyk

UNFINISHED BUSINESS:

No items presented

New Business #1: Parking Improvements Linden Park – along Brandon

Engineer Coatta stated on February 5, 2024, the City Commission passed a motion to include Brandon from Shirley to Linden in the upcoming Shirley and Arlington project, and the motion included adding a sidewalk on Brandon and improving parking at Linden Park.

The first option, Option A, is to have a 26-foot-wide road in front of Linden Park, and have parallel parking along the south side of the road. This allows for 6 parking spaces and includes one ADA handicap parking space. The proposed sidewalk will lie south of the parking spaces and will lead into the entrance of the park and provide a north/south sidewalk crossing at the intersection of Linden and Brandon. This will require the existing fence along the south side of Brandon Street to be removed and a new fence installed.

The second option, Option B, is to have a 20-foot-wide road in front of Linden Park and have angle parking along the south side of the road. The angle parking provides for 8 parking spaces and this includes one handicap parking space. The proposed sidewalk is also south of the parking spaces and will lead into the entrance of the park and provide a north/south sidewalk crossing at the intersection of Linden and Brandon, and will require the existing fence to be removed and a new fence installed.

Graham asked about costs estimates for both options as to which one would be less expensive. Engineer Coatta stated that option A would be less expensive. Option A, 26 ft. wide road which would include six parallel parking spaces and one ADA handicapped parking space. Option B is a 20 ft. wide road which includes eight angled parking spaces and one ADA handicapped parking space with a sidewalk being included.

Lipp stated that narrower roads tend to cause people to drive slower, the speed limit in that area is 25 mph.

Graham asked about adding bike racks, benches, and shade.

DPS Director Zielinski explained its cost matter, the more you add the higher the cost, but will consider in the future. ADA requirements for the sidewalks are met.

Jessica Einstein stated that cars are respectful of the speed limit and believes six spaces is more than ample.

DPS Director Zielinski explained either options can be modified as the Parks or Recreation Board suggests.

It was moved by Lipp, seconded by Collins, to recommend to the city commission to proceed with Option B, but reduce the number of spaces to six in order to preserve the green space as to preserve the look and feel of the neighborhood park as it exists.

Ayes, Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, John Rusche, Steve Sweeney and Joseph Wrobel

Nays, None
Absent, Sarah Kupczyk

New Business #2: Professional Design Services – Booth Park Entry Plaza & Trail Improvements Parks Consultant Selection

PM Laird stated that three firms that submitted bids were PEA Group, GMA Associates and MKSK.

DPS Director Zielinski talked about reviewing the options and discussing pros and cons of all proposals.

Graham stated that all proposals were good and would recommend PEA Group to be interviewed. Lipp stated that she agreed with Graham as well.

Collins ranked PEA Group and MKSK would be the ones to be interviewed.

DPS Director Zielinski spoke about how though MKSK is the most expensive, they have the most comprehensive plan, the most experience, nationwide company, and highest rated with city staff reviews.

DPS Director Zielinski stated the Parks and Recreation Board decides which candidates would be interviewed by City Commission.

Carmona agreed with PM Laird about GMA about their plan for the future maintenance of the park.

DPS Director Zielinski explained the hydro reports, wetland areas, and planning that goes into how to manage those areas and water when displaced for this project.

Sweeney rated GMA 1st and MKSK 2nd.

DPS Director Zielinski stated that PEA and GMA may need to amend their bid due to the wetland and water areas.

DPS Director Zielinski stated to the Parks and Recreation Board to provide questions that could be given to the City Commission.

Student Representative Ella Bassett, suggested interviewing MKSK and GMA because if they do decide to do the wetland report, then the cost will be kind of similar and does not think would really make sense to interview PEA if they are very different. But if the City Commission interviewed just GMA and MKSK they are more comparable. So it might be more of an impactful interview and their scores are a lot more similar so it makes sense to interview them.

It was moved by Lipp, seconded by Wrobel, to recommend that the City Commission interview all three proposed consultants for the purposes of this project.

Ayes,

Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, John Rusche, Steve Sweeney and Joseph Wrobel

**Nays,
Absent,**

None
Sarah Kupczyk

New Business #3: Ad-Hoc Senior/Recreation Center Committee Representation

DPS Director Zielinski summarized his report, regarding the YMCA which the City and using the facility as a senior facility and community center. The City Commission would like the Parks and Recreation Board to select one member of the board to serve on the Ad Hoc Senior/Recreation Center Committee for a term of three years. The Parks and Recreation member will serve along the side of members representing the City Commission, Planning Board, Birmingham Next, Birmingham YMCA, an architect, a contractor, an engineer and a non-voting student representative.

DPS Director Zielinski suggested putting forth a person and all Parks and Recreation Board members could be alternates.

It was moved by Lipp, seconded by Collins naming Pam Graham as the Parks and Recreation Board representative to the Ad Hoc Senior/Recreation Center Committee. If unable to attend any particular meeting, Pam may name another member of the Parks and Recreation Board to serve in her place for individual meetings as conflicts arise.

Ayes, Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, John Rusche, Steve Sweeney and Joseph Wrobel

Nays, None
Absent, Sarah Kupczyk

MISCELLANEOUS COMMUNICATIONS:

1. Oakland County Parks highlights new projects and program expansions- C&G Newspapers, published 2/12/24 was provided.

REPORTS FROM STAFF:

- Park & Project Updates:
- Barnum Park Update

PM Laird stated the city will not be conducting a prescribed burn at Barnum Park this year. In this year's case the native no-mow zones were cut back in the fall of 2023. Due to the vegetation being cut back recently it is unnecessary to conduct a prescribed burn this year.

PM Laird stated outdoor ice-rink was installed and filled on January 12, 2024. It was officially open to skating for 15 days from January 18, 2024 to February 2, 2024. With the current weather forecasted it is unlikely to open again this season. Our costs for this project as of now is \$4,009.53, we are anticipating approximately \$500 to remove the rink at the end of the season.

- Opening of Tennis/Pickleball Courts:

PM Laird stated due to the unseasonably warm February, on March 1, 2024 the city will be installing the nets at the Kenning Park tennis courts for residents to begin taking advantage of the warmer weather. All other nets, including the pickleball nets at Crestview, will be installed between March 14, 2024 and March 15, 2024. Reservations for all courts will be available starting March 18, 2024. As a reminder to the general public, that Pickleball should only be played during designated hours when the gates are unlocked.

- Trail Update:

PM Laird stated the city has started wood chipping City trails, during this time the city also cuts back brush and any fallen trees or limbs.

- Park/ Playground Equipment:

PM Laird stated that staff regularly reviews the condition of playground equipment and that in the next few years the city will be looking to upgrade and replace several playground features.

PM Laird identified equipment at Crestview Park that had to be taken out of service and is currently taped off. The city plans to remove the equipment the week of March 8th.

- Project Overview – Birmingham Green Healthy Climate Plan
Carmona stated that the committee has created a time-line for the Birmingham Green Healthy Climate plan.

CP Blizinski stated it's not a long-term plan but instead a five year vision and try to focus on concrete things that the city can really put effort into accomplishing over the next five years with the idea that similar to the Parks and Recreation Board would then evaluate and update closer to the end of that term.

ITEMS FOR NEXT MEETING:

- Playground Information

PM Laird stated that there will be playground presentation on how the department oversees the playground safety and will be inviting a playground vendor to attend the Parks and Recreation Board meeting

- Pickleball Update

DPS Director Zielinski stated that the gate has been installed and season will begin and the department wasn't to see what complaints the city will receive.

DPS Director Zielinski stated there was a complaint that a person jumped the fence, and had put up their own nets up to play.

Carmona thanked John Rusche for his service on the Parks and Recreation Board.

DPS Director Zielinski stated he encourages the alternates to apply for the open Parks Board member position. The position is not posted as Rusche has not vacated the position.

Carmona stated the next regular meeting will be held on Tuesday, April 2, 2024 at 6:30 pm, at 851 South Eton.

Chair Carmona adjourned the meeting at 8:24 pm

Connie J. Folk, Ice Arena and Facilities Superintendent