



Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, June 2, 2020
Virtual Meeting
6:30 PM

- I. Call to order**
- II. Roll Call**
- III. Approval of the minutes of:** Tuesday, March 3, 2020 (*regular meeting*)
- IV. Welcome our New Parks and Recreation Board Members**
 1. Ellie Noble, Regular
 2. Susan Collins, Alternate
 3. Jeffrey LaBelle, Alternate

- V. Agenda Items-***Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.*
 1. Crack Repair & Painting of Pembroke & Poppleton Tennis Courts

- VI. Communications/Discussion Items**
 1. The City Commission Budget Session will be held on Saturday, June 6th Virtually starting at 8:30 am
 2. Golf Report May 2020
 3. Crowdfunding info, email from Joe Valentine, City Manager
 4. Project Updates (verbal)

- VII. Unfinished Business**
 1. City of Birmingham Park Rules and Regulations

- VIII. New Business**
- IX. Open To The Public for Items Not On the Agenda**
- X. Next Regular Meeting – Tuesday, July 7, 2020 (DPS)**

Individuals requiring accommodations, such as interpreter services, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 at least one day in advance of the public meeting.
Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al (248) 530-1880 por lo menos el día antes de la reunión pública.
(Title VI of the Civil Rights Act of 1964).

*If you cannot attend the meetings, please contact Connie Folk at the Birmingham Ice Arena (248) 530-1642.
Minutes are available for review at the Birmingham Ice Sports Arena, 2300 East Lincoln, Birmingham, MI 48009*

PARKS & RECREATION BOARD MISSION STATEMENT

The Parks and Recreation Board strives to provide opportunities for the enjoyment, education, and inspiration for present and future generations of residents and visitors through stewardship of natural, cultural and recreational resources. By continuously elevating the beauty and quality of the parks and recreation system of Birmingham, the Parks and Recreation Board will promote health and wellbeing, and strengthen the community.

PARKS AND RECREATION BOARD MEETING MINUTES

March 3, 2020

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

MEMBERS PRESENT: Heather Carmona, Pam Graham, Ellie Noble,
Dominick Pulis and John Rusche

MEMBERS ABSENT: Ross Kaplan, John Meehan and Bill Wiebrecht

STUDENT REPRESENTATIVES PRESENT: Hayden Watkinson, Seaholm High School
Mallory Windsor, Seaholm High School

ADMINISTRATION: Lauren A. Wood, Director of Public Services
Carrie A. Laird, Parks and Recreation Manager
Jack Brito, Golf Course Manager
Connie J. Folk, Recreation Coordinator

GUESTS: Susan Collins, Cindy Rose and Marilynn Rusche

Heather welcomed Mallory Windsor and Hayden Watkinson who are both from Seaholm High School and are now appointed student representatives for the Parks and Recreation Board.

It was moved by Dominick Pulis, seconded by John Rusche to approve the minutes of the February 4, 2020 regular meeting as amended.

Yeas –5 Heather Carmona, Pam Graham, Ellie Noble,
Dominick Pulis and John Rusche

Nays – 0

Absent-3 Ross Kaplan, John Meehan and Bill Wiebrecht

AGENDA ITEM #1: 2019 Annual Golf Report

Jacky Brito reviewed the 2019 Annual Golf Report. Jacky reported that the golf courses finished the season with an operating income of \$247,422 and after Depreciation (\$92,703) and the contribution to the General Fund (\$150,000), the courses ended with a net surplus of \$4,719.

Lincoln Hills opened the season on March 27th and Springdale opened on April 6th. The weather was continuation of the 2018 fall with cold temperatures and rainy days in April, May, and early June. In fact, Lincoln Hills was closed for two (2) days during this period, and there were twenty-four (24) days that no power carts went out due to the wet conditions. Springdale was closed for six (6) days and endured thirty-two (32) days without power carts. This had a huge impact on our cart revenues and delayed the start of many leagues due to the restriction of "walking only" days. The wet conditions can cause turf damage if power carts are used.

November came in with a blast from "Jack Frost" on November 11th and brought nine inches of snow and forced Lincoln Hills to close on November 10th. Each fall, one course will close early, around mid-October, while the other course remains open as long as weather permits. Springdale was the course to close early as its last day of play was October 20th.that included a review of annual rounds, revenue and expenditure comparisons, the Junior Golf Program, a five-year financial projection and a forecast for the 2020 season. Jacky also reviewed the upcoming 2020 marketing strategies.

Jacky stated that overall, memberships remained steady, but there was a slight decline in the residents and business categories. The last two seasons, our marketing strategies focused on the non-Residents with the promotion, "Just a Drive Away." A direct mailer went out to the surrounding non-Birmingham communities that offered a small discount for those who never been a member, and this year it generated 27 new members. This season, our target market in 2020 will be directed to the Residents and local Businesses with a special invitation to our "Welcome Back" outing on April 18th at Lincoln Hills. This will be a good opportunity to showcase the course improvements, advertise the club events, meet the staff, enjoy a bite to eat, and to hear their comments.

Pam asked if the resident memberships are worth it since it is a nominal fee and if it's a deterrent. Jacky stated that the golf courses are membership based and the golf courses are very accommodating to individuals who would like to golf the first time without a membership.

Jacky stated that the golf memberships are sold at the golf courses.

Jacky stated considering the slow start to our season, the courses finished with 49,583 combined total rounds, an increase of 2,967 from 2018, or 6%. Lincoln Hills totaled 27,020 rounds, an increase of 975, or 3.7%. Springdale had 22,563 rounds, an increase of 1,992, or 9.6%. The last two seasons have suffered from inclement weather and capital projects that hindered play, but our objective in 2020 is to increase rounds compared to 2017.

Jacky stated that in 2020, the golf courses will be utilizing PGA Coach Program. The PGA of America introduced this new method of coaching and developing new players. This program is built on the principals of the American Development Model (ADM), a proven, long-term athlete development model that has been successfully implemented by the United States Olympic Committee, USA Hockey, USA Basketball, and USA Lacrosse.

Jacky stated that food and beverage is slowly growing each season and we are pleased to report revenues of \$91,187, an increase of \$6,783, or 8% over last year. The food and beverage items had a slight increase over 2018 (\$1,231, or 2%), but the main contributor was the beer sales (\$5,459, or 14%). A majority of these sales are generated by the leagues, tournaments and our club events. Jacky stated that the objective in 2019 is simple, to increase rounds and activity.

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Jacky stated that each year, the city continues to reinvest into the courses with upgrades through annual capital projects, operating and other contractual expenses. With the undertaking of the bridge renovations at Springdale last season, this year the focus was Lincoln Hills. Installation of new drainage in the fairway of #9 and adjacent to #3 tee box was desperately needed due to the wet playing conditions. New cart paths were installed in a few specific areas located near tee boxes and greens to eliminate the distressed turf and compaction produced by power cart usage. The latter was delayed due to the awful spring, but it was well worth the wait as indicated by the members and their guests.

Jacky stated that at the end of each season, the membership receives our "End of the Season" Survey, and it is a great opportunity to hear what they like or dislike about their courses.

Jacky stated that the objective in 2020 is simple, sell golf memberships. Jacky also reviewed the 2020 marketing strategies.

It was moved by Dominick Pulis, seconded by John Rusche to accept the 2019 Annual Golf Report and recommend it to be forward to the City of Birmingham commission.

Yeas –5

Heather Carmona, Pam Graham, Ellie Noble,
Dominick Pulis and John Rusche

Nays – 0

Absent-3

Ross Kaplan, John Meehan and Bill Wiebrecht

AGENDA ITEM #2: Request for Board Review of First Draft of the Birmingham Plan

Lauren stated that the first draft of the Birmingham Plan was provided to the Parks and Recreation Board in advance to review the first draft of the master plan, entitled "The Birmingham Plan" and provide the board's collective comments.

Lauren stated the Parks and Recreation Board should review the findings and recommendations related to City of Birmingham parks. The findings and recommendations are from the public and planners. Lauren stated that there have been meetings and charrettes that the Parks and Recreation Board should have been able to participate in.

Heather asked the Parks and Recreation Board members are there any items that the Parks and Recreation Board does not agree on. John Rusche asked on page 3, about the operation of a café service in Shain and Booth Park. John stated that it sounds like an intriguing idea but just wondered if the Parks and Recreation Board would have a role in that.

Ellie stated that there was discussion about splash pads and the Parks and Recreation Board had spoken about a splash pad and also there was discussion on sidewalks, trails and playground equipment. Ellie asked if there would be fine tuning of the plan.

Heather stated that it is a composite of public comment that was pulled from the public planning process. The Parks and Recreation Board is not going to decide if there should be one or two splash pads. The intent was behind the comment to some extent so the broader idea that a splash pad was mentioned.

Dominick stated the Birmingham Plan is in line with the Parks and Recreation Master Plan.

Ellie asked then on page 9, "Install an environmentally sensitive, hard-surfaced, and well-lit pathway for pedestrians and cyclists along the Rouge River." Ellie stated that she thought in the past the Parks and Recreation Board was not going to do a different surface.

Lauren stated you're going to hear public comments for a hard surface or others that will say to keep it natural. Until budgets are prepared and the Master Plan is approved this again is a bird's eye view of what people would like to see.

John Rusche stated that all the items stated in the Master Plan are good and nothing was outrageous.

Lauren stated that the Parks and Recreation Board will be involved with any item involving parks and recreation. Lauren stated that there are a lot of layers that the public still has to go through.

Heather stated that before anything is implemented the Parks and Recreation Board would review.

Dominic stated that community gardens had resurfaced, development of Worth Park and how the parks and facilities are used.

Cindi Rose stated that Worth Park is the property basically on Walgreens parking lot and that when Walgreens received their plan permit they agreed to donate it back to the City of Birmingham and to help develop the property as a park.

Cindi asked if that was correct. Lauren stated that she could not speak to that right now.

Heather stated she wanted to have some clarification in what the Parks and Recreation Board's role would be in the development of Worth Park.

John Rusche stated that one of the interesting ideas is formalizing the neighborhood boundaries to a greater extent which then could lead to more formal neighborhood presidents. There are a few presidents now not the entire city so that when things are communicated to the neighborhood presidents it does not mean everyone in the city will hear about it.

John stated he liked the idea of a speed reduction on Woodward to 35mph within Birmingham through legislative means and reduced residential speed limits to 20 mph.

John stated that part of the planner's notion is if the eastside of Woodward be developed in a more downtown walkable area.

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It was moved by John Rusche, seconded by Ellie Noble to accept and support the Birmingham Plan as presented to the Birmingham Parks and Recreation Board.

Yeas –5

Heather Carmona, Pam Graham, Ellie Noble, Dominick Pulis and John Rusche

Nays – 0

Absent-3

Ross Kaplan, John Meehan and Bill Wiebrecht

COMMUNICATION/DISCUSSION ITEMS:

No items presented

UNFINISHED BUSINESS:

Dominick asked about the Parks Rules and Regulations. Lauren stated that the City's attorney's office is reviewing them and they will be presented at a future Parks and Recreation Board meeting.

Lauren stated that the Birmingham Ice Sports Arena financials will also be presented at a future Parks and Recreation Board meeting.

NEW BUSINESS:

Carrie stated that the department will be conducting a prescribed burn at Barnum Park in the upcoming weeks with David Borneman. David has over 28 years of professional experience conducting prescribed, ecological burns and the City of Birmingham has been using him since 2017 for conducting the prescribed burns.

Carrie stated that the fire dept. is involved with this procedure and homeowners associations and residents are informed of the prescribed burns.

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

No items presented

Heather Carmona stated the next regular meeting will be held on Tuesday, April 7, 2020 at 6:30 pm at DPS.

Meeting was adjourned at 8:15 pm
Connie J. Folk, Recreation Coordinator

Parks and Recreation Board Meeting 3/3/2020

DATE: May 28, 2020

TO: Parks and Recreation Board Members

FROM: Carrie Laird, Parks and Recreation Manager

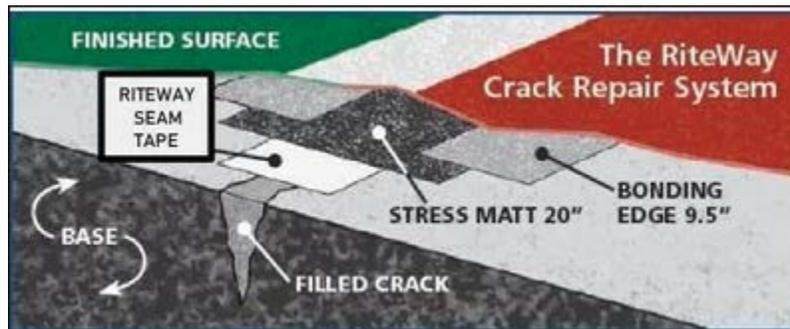
SUBJECT: Crack Repair & Painting of Pembroke & Poppleton Tennis Courts

INTRODUCTION:

Pembroke and Poppleton Park Tennis Courts are in need of various repairs to ensure their longevity and continued safe play. The foremost consideration of this project is addressing the cracks throughout the courts.

After reviewing many of the crack repair options available, the Rite-Way Crack Repair System has been found to be the City's preference for crack repair. The manufacturer touts this repair system as being world renown, and they have references and testimonials from very satisfied customers to back them up. RiteWay offers guaranteed tennis court repair for tennis courts, and comes with a 2-year Manufacturer's Warranty.

The RiteWay Crack Repair System is a long-term repair system that uses an exclusive technology to water-proof existing cracks with an overlay system. This exclusive technology allows the existing cracks on the tennis court to move without breaking the membrane of the system. When installed by a Certified RiteWay Contractor, the RiteWay Crack Repair System creates an invisible repair which is not affected by weather or temperature. Other crack repair systems may keep cracks from coming back, but customers complain about "Dead Spots", "Hollow Sounds" and "Bubbling". The RiteWay Crack Repair System not only keeps cracks from coming back, it is 100% playable - which means no dead spots, no bubbling, and no hollow-sounding areas.



Performing crack repair with the RiteWay method costs 50-70% less than reconstruction of tennis courts, and is currently the preferred method of maintaining the City's tennis courts.

BACKGROUND:

This purchase includes repairs and painting at Pembroke and Poppleton Tennis Courts. The request for proposals was entered into the Michigan Inter-Governmental Trade Network (MITN) purchasing system. Sealed bids were opened on May 14, 2020 for the cost to repair cracks at Pembroke and Poppleton Tennis Courts and apply a new acrylic surface at both locations as well. The new acrylic surface or "paint" will consist of blue courts on green matching our recently painted courts throughout the City.

Current conditions at Poppleton:



Current Conditions at Pembroke:



One (1) bidder responded to the request for proposals. The result of the sealed bids follows in the table below.

Bidder	Base Bid	Complete Bid?
Goddard Coatings	\$27,755.00	Yes

LEGAL REVIEW:

The City Attorney has completed a review of this contract agreement and approved with signature.

FISCAL IMPACT:

This project is included in the 2020-2021 Budget. Funds will be available from the Parks Capital Project Fund, account # 401-751.001-981.0100. For comparison, in the Spring of 2019, the crack repair and painting of St. James and Quarton tennis courts project cost \$28,475.00

PUBLIC COMMUNICATIONS:

The Department of Public Services plans to notify via signage on-site of the upcoming project in addition to signage for the duration of the project.

SUMMARY:

The Department of Public Services recommends awarding the crack repair and painting of Pembroke and Poppleton tennis courts to Goddard Coatings as they are the only responsible and responsive bidder for this project. Goddard Coatings is a certified installer of the RiteWay crack repair system and has extensive references. Additionally, the City has hired them to perform projects in the past, and has been completely satisfied with their work.

SUGGESTED RESOLUTION:

To recommend to the City Commission the crack repair and painting project at Pembroke and Poppleton to Goddard Coatings for a total project cost not to exceed \$27,755.00. Funds are available from the Parks Capital Project account #401-751.001-981.0100 for these services.

Golf Report - May 28, 2020

Lincoln Hills opened on April 25th and Springdale opened on April 27th, due to the Covid-19. This has been quite an epidemic and we have been quite busy since we opened. We have implemented the “Park and Play” program created by the National Golf Course Owners Association and everyone is so happy to be back playing golf.

ROUND COMPARISON CY 2016 - 2020

MONTH	2016			2017			2018			2019			2020		
	LH	SD	Total	LH	SD	Total									
January	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
March	321	0	321	60	0	60	0	0	0	297	0	297	0	0	0
April	2,389	1,616	4,005	2,816	1,383	4,199	2,471	0	2,471	2,157	1,569	3,726	842	327	1,169
May	5,461	3,910	9,371	4,759	3,975	8,734	4,303	2,410	6,713	3,425	2,819	6,244	3,655	3,731	7,386
June	5,595	4,269	9,864	5,812	4,431	10,243	5,245	4,544	9,789	5,322	4,232	9,554			0
July	5,788	4,856	10,644	6,027	4,720	10,747	5,858	5,027	10,885	5,518	4,788	10,306			0
August	4,273	3,873	8,146	3,631	3,974	7,605	3,950	3,893	7,843	4,459	4,461	8,920			0
September	3,163	2,698	5,861	3,057	3,089	6,146	2,929	2,828	5,757	3,026	2,998	6,024			0
October	2,037	1,990	4,027	2,556	1,610	4,166	1,289	1,486	2,775	2,510	1,696	4,206			0
November	2	1,545	1,547	610	0	610	0	383	383	306	0	306			0
December	0	54	54	185	0	185	0	0	0	0	0	0			0
TOTALS	29,029	24,811	53,840	29,513	23,182	52,695	26,045	20,571	46,616	27,020	22,563	49,583	4,497	4,058	8,555

NOTE: May is through the 27th

Membership Analysis 2015 - 2020

MEMBERSHIPS	CY 2015		CY 2016		CY 2017		CY 2018		CY 2019		CY 5/27/2020	
	#	%	#	%	#	%	#	%	#	%	#	%
Business	109	13%	109	13%	92	10%	107	12%	58	8%	48	6%
Non-Resident - Individual	475	55%	475	55%	502	56%	499	56%	426	59%	462	61%
Non-Resident - Dual	194	23%	194	23%	220	24%	222	25%	193	27%	175	23%
Non-Resident - Family	78	9%	78	9%	84	9%	59	7%	51	7%	73	10%
Total	856	100%	856	100%	898	100%	887	100%	728	100%	758	100%

RESIDENT MEMBERSHIPS	CY 2015		CY 2016		CY 2017		CY 2018		CY 2019		CY 5/27/2020	
	#		#		#		#		#		#	
Resident	2,090		1,874		1,898		1,744		1,675		981	

REVENUES	SALES		SALES		DIFFERENCE
	YTD - 5/27/2019		YTD - 5/27/2020		
Greens Fee	\$98,884	74.44%	\$118,596	87.94%	\$19,712
Cart Fee	\$19,697	14.83%	\$12,261	9.09%	(\$7,437)
Food & Beverage	\$7,276	5.48%	\$3,079	2.28%	(\$4,197)
Beer	\$6,641	5.00%	\$563	0.42%	(\$6,078)
Wine	\$341	0.26%	\$364	0.27%	\$23
Total	\$132,839	100.00%	\$134,863	100.00%	\$2,024



Keeping Everyone Safe Through Social Distancing And Sanitation Practices

It is important to us to support public health and safety initiatives by adhering to the “**social distancing**” requirement by the Executive Order 2020-42. We support the “Park & Play” model created by the National Golf Course Owners Association (NGCOA). Below are the temporary measures that will be implemented at both courses and align with the Center for Disease Control (CDC).

IT'S SIMPLE....

Drive to the Course

Park Your Car

Get to and Around the Course

Go Back to the Parking Lot

New Rules in Effect:

- **You Must Keep a Distance of 6 Feet from Each Other - AT ALL TIMES**
- **Clubhouse will be Closed**
- **Tee Times Are Required – Call (248) 530-1670 or online at www.golfbirmingham.org**
- **Power Carts will be Single Riders ONLY and based on availability**
- **When Checking In:**
 - **Please arrive ten (10) minutes prior to tee time – we need to maintain the gathering limits**
 - **Please place your golf bag in a specific area away from other golf bags**
 - **Stand behind the lines provided to keep a safe distance from others**
 - **Form of payment will be credit and debit cards and will be collected over the phone, through the designated window and online at <http://checkin.gallusgolf.com/CheckIn/1228>**
 - **Scorecards and Pencils will be available only upon request**
- **After checking-in, you will be directed to the tee where you must keep your distance from your fellow players.**
- **Beverages and Hot Dogs will be available for Take Out ONLY**

Thank You for Your Patience!



Connie Folk <cfolk@bhamgov.org>

Fwd: Crowdfunding info

1 message

Lauren Wood <Lwood@bhamgov.org>
To: "Folk, Connie" <Cfolk@bhamgov.org>, "Laird, Carrie" <Claird@bhamgov.org>

Thu, May 28, 2020 at 2:01 PM

Communication Item, please.

Lauren Wood

Director of Public Services

City of Birmingham
Department of Public Services
851 S. Eton, Birmingham, MI 48009
Direct Dial: 248.530.1702

----- Forwarded message -----

From: **Joe Valentine** <Jvalentine@bhamgov.org>
Date: Thu, May 28, 2020 at 1:47 PM
Subject: Fwd: Crowdfunding info
To: Alex Bingham <abingham@bhamgov.org>, Austin Fletcher <afletcher@bhamgov.org>, Ben Myers <bmyers@bhamgov.org>, Bruce Johnson <Bjohnson@bhamgov.org>, cheryl arft <carft@bhamgov.org>, Ingrid Tighe <itighe@bhamgov.org>, Jana Ecker <Jecker@bhamgov.org>, Lauren Wood <Lwood@bhamgov.org>, Leslie Pielack <LPielack@bhamgov.org>, Mark Clemence <Mclemence@bhamgov.org>, Mark Gerber <Mgerber@bhamgov.org>, Paul Wells <Pwells@bhamgov.org>, Tiffany Gunter <tgunter@bhamgov.org>, Tim Currier <tcurrier@bhlaw.us.com>

Please share with your respective boards and committees. Thanks.

----- Forwarded message -----

From: **Ingrid Tighe** <itighe@bhamgov.org>
Date: Thu, May 28, 2020 at 10:12 AM
Subject: Crowdfunding info
To: <jvalentine@bhamgov.org>

The Birmingham Shopping District created a crowdfunding website to raise funds for Personal Protective Equipment for Birmingham small businesses affected by the pandemic. This P.P.E. equipment will be supplied to service related businesses in the city such as our retailers, restaurants, salons, and spas. Oakland County Main Street will match up to \$4,000 of funds raised on the site. If you are able to do so, please consider supporting our small businesses at <https://bit.ly/bhamrelieffund>

Sent from my iPhone

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Joseph A. Valentine
City Manager
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(248) 530-1109 Fax
jvalentine@bhamgov.org
Twitter: @JoeValentine151

Communication/Discussion Item #3