



**Parks and Recreation Board Agenda**  
**Department of Public Services**  
**851 South Eton-Conference Room**  
**Tuesday, February 2, 2021**  
**Virtual Meeting**  
**6:30 PM**

- I. Call to order**
- II. Roll Call**
- III. Approval of the minutes of:** Tuesday, January 5, 2021(*regular meeting*)
- IV. Agenda Items-***Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.*
  - 1.** Annual Golf Report
  - 2.** Adam's Park Design Consultant Proposal
  
- V. Communications/Discussion Items**
  - 1.** Long Range Planning Items
    - a.** Parks and Recreation Bond Timeline
    - b.** Birmingham Ice Sports Arena
  - 2.** Capital Projects Sub Committee Report-January 5, 2021
  - 3.** Ice Arena Finance Report, period ending-December 31, 2020
  - 4.** Ice Arena Project Update (*verbal*)
  - 5.** Staying Informed about the Parks and Recreation Bond
  - 6.** Lots of fun outdoor activities in Birmingham, Downtown News Magazine
  
- VI. Unfinished Business**
- VII. New Business**
- VIII. Open To The Public for Items Not On the Agenda**
- IX. Next Regular Meeting – Tuesday, March 2, 2021**

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

January 5, 2021

Heather Carmona, Chairperson, called the meeting to order at 6:30 p.m. for the virtual meeting.

**MEMBERS PRESENT:** Heather Carmona (location: Birmingham, MI)  
Susan Collins (location: Birmingham, MI)  
Pam Graham (location: Birmingham, MI)  
Anne Lipp (location: Birmingham, MI)  
Ellie Noble (location: Birmingham, MI)  
Dominick Pulis (location: Birmingham, MI)  
John Rusche (location: Birmingham, MI)

**MEMBERS ABSENT:** Ross Kaplan arrived at 6:31 pm

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

**GUESTS:** Robert Stempien, Senior Vice President Plante Moran,  
Ross Kaplan, Jeffrey LaBelle, Pat O'Neil and Gary Piotrowicz

It was moved by Dominick Pulis, seconded by Ellie Noble to approve the minutes of the December 1, 2020 regular meeting as amended.

**ROLE CALL VOTE:** **Ayes,** Heather Carmona, Susan Collins,  
Pam Graham, Anne Lipp,  
Ellie Noble, Dominick Pulis and John Rusche  
**Nays,** None

## **AGENDA Item #1 Nomination of 2021 Parks and Recreation Board Chairperson/Vice-Chairperson**

Dominick Pulis nominated Heather Carmona as Chairperson; Heather accepted the nomination.

**ROLE CALL VOTE:** **Ayes,** Heather Carmona, Susan Collins,  
Pam Graham, Anne Lipp,  
Ellie Noble, Dominick Pulis and John Rusche  
**Nays,** None

Heather Carmona nominated Dominick Pulis as Vice-Chairperson; Dominick Pulis accepted the nomination.

**ROLE CALL VOTE:** **Ayes,** Heather Carmona, Susan Collins,  
Pam Graham, Anne Lipp,  
Ellie Noble, Dominick Pulis and John Rusche  
**Nays,** None

**AGENDA ITEM #2: Updated 2021 Parks and Recreation Board Meeting Dates**

The Parks and Recreation Board were provided the updated 2021 Parks and Recreation Board meeting dates for approval.

It was moved by Heather Carmona, seconded by Susan Collins to approve the updated 2021 Parks and Recreation Board meeting dates as submitted.

<b>ROLE CALL VOTE:</b>	<b>Ayes,</b>	Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, Ellie Noble, Dominick Pulis and John Rusche
	<b>Nays,</b>	None

**AGENDA ITEM #3: Ice Sports Arena Renovations/Addition – A/E Services Award**

Carrie stated that the ice arena experienced an in-ground pipe leak in 2017 and other significant mechanical repairs needed in recent years as well. Thankfully, the 2017 leak was located in an accessible area, and repaired, however a new ice plant and piping system is necessary in order to keep the rink operational.

During the 2018 five (5) year Parks and Recreation Master Plan process, public input was gathered. As part of this process, a survey about the Ice Arena was put together and received great response.

Carrie introduced Robert Stempien from Plante Moran Cresa (PMC).

Robert stated that in 2018 a Facility and Operational Assessment of the Birmingham Ice Arena (BIA) with the intent to serve as a road map for future capital projects at the BIA. Recommendations for facility improvements by PMC over and above the critical need of a new Ice Plant system include: Shifting the main ice arena to the east to accommodate ADA requirements, a new Women's Locker Room, a new High School Team Locker Room, enlarging the existing locker rooms (4), and a new Studio Rink observation area/meeting room.

The City has further recently engaged the services of PMC to serve as the City's Owner Representative, to oversee all aspects of this project from design to construction. The first step in making improvements to the Ice Arena is to secure Architect/Engineering Services to put together plans and specifications for these improvements in order to be bid out for construction. On December 2, 2020, the City issued a Request for Proposals for these services for qualified firms.

Bids were received and publicly (virtually) opened on December 17, 2020. Three bids were received and city staff and PMC performed interviews and reference checks for all three (3) bidders.

<b>Company Total Base:</b>	<b>Bid Lump Sum Fee:</b>
<b>Andrus Architecture</b>	<b>\$286,900</b>
MSA Design	\$346,000
IMEG	\$398,300

Robert recommended that the Birmingham Ice Arena A/E Services project be awarded to Andrus Architecture. Our Criteria Based Selection consisted of the following factors: Similar Project Experience, Team-Member Resumes and Qualifications, Plan & Approach, Fee, Team-Member Experience together, References, and the Interview. Further, the Interview was scored on Overall Presentation, Staff and Management Approach, Team Dynamic and Interaction, Clarity of Responses and Cost Saving opportunities.

Susan stated that if the Birmingham Ice Arena would remain open year around many hockey teams and figure skating will skate at Birmingham year around.

Gary Piotrowicz stated that the high locker room are a vital for the BU high school hockey teams that skate out of of the Birmingham Ice Sports Arena. Gary said there is a lot of support from the BU High School Teams.

It was moved by Susan Collins, seconded by Anne Lippe to recommend the Birmingham Ice Arena Architectural and Engineering Services project award be to Andrus Architecture and forward to the City Commission for approval.

**ROLE CALL VOTE:**

**Ayes,**

Heather Carmona, Susan Collins,  
Pam Graham, Anne Lipp,

Ellie Noble, Dominick Pulis and John Rusche  
None

**Nays,**

**COMMUNICATION/DISCUSSION ITEM #1: Capital Projects Sub Committee Report-  
December 15, 2020**

Lauren presented to the Parks and Recreation Board minutes from the capital projects subcommittee meeting that was held.

Pam asked about the timeline on Adams Park. Lauren stated a proposal has been received from Michael Dul and Associates and will be brought to the February Parks and Recreation Board meeting.

**No Action was taken by the Parks and Recreation Board**

**COMMUNICATION/DISCUSSION ITEM #2: Ice Arena Finance Report, period ending  
11/30/2020**

Lauren presented to the Parks and Recreation Board the Ice Arena financial report and will be presented at further Parks and Recreation Board meeting in more detail.

**No Action was taken by the Parks and Recreation Board**

**COMMUNICATION/DISCUSSION ITEM #3: Parks and Recreation Bond Timeline (Screen  
Share)**

Carrie shared with the Parks and Recreation Board the Parks and Recreation Bond Timeline which will periodically be shown at future Parks and Recreation Board meetings.

**No Action was taken by the Parks and Recreation Board**



**COMMUNICATION/DISCUSSION ITEM #4: Long Range Planning Session - Saturday, January 23, 2021 at 8:30 AM Municipal Building**

Lauren stated the Long Range Planning Session Agenda will be forwarded to the Parks and Recreation Board once it becomes available.

**No Action was taken by the Parks and Recreation Board**

**UNFINISHED BUSINESS:**

No Unfinished Business

**No Action was taken by the Parks and Recreation Board**

**NEW BUSINESS:**

Carrie stated that the Barnum Park Outdoor Ice Rink boards are installed but staff is waiting to fill it until the weather is favorable.

Lauren stated that the Birmingham Golf Courses had a great season and the annual golf report will be presented at the February meeting. Lauren stated a combined total of 64,000 golf rounds.

**No Action was taken by the Parks and Recreation Board**

**OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:**

No Public Comments

Heather Carmona stated the next regular meeting will be held on Tuesday, February 2, 2021 virtually at 6:30 pm.

Meeting was adjourned at 8:07 pm  
Connie J. Folk, Recreation Coordinator



## 2020 Annual Golf Report



### Department of Public Services

**Lincoln Hills GC**  
2666 W 14 Mile  
248.530.1670

**Springdale GC**  
316 Strathmore  
248.530.1660

[www.golfbirmingham.org](http://www.golfbirmingham.org)

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# 2020 Review

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*Thanks to the golfers who came out in record-setting fashion, whether they were seeking to get outside, get exercise, get together with family, or all of the above. Thanks to the tireless employees who handled unforeseen challenges, from interacting with the members and guests, and booking rounds in ways to juggle safety and state mandates.*

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We finished with an **Operating Income** of \$511,310 and after Depreciation (\$101,975) and General Fund Contribution (\$150,000), the season ended with a **Net Surplus of \$259,335**.

According to the National Golf Foundation (NGF), rounds played increased by 13.9% over 2019 nationwide. It is clear golfers considered their local club a refuge in a sea of uncertainty. With this pandemic, we had a robust increase in summer and fall rounds, as many golf courses had a remarkable pivot since the “dark days” of March and April. The States that did not experience this surplus were Hawaii and Nevada, where tourism is a must for their location.

Once the Governor allowed for golf courses to open on April 24<sup>th</sup>, we hit the ground running and opened Lincoln Hills on April 25<sup>th</sup> and Springdale on April 27<sup>th</sup>. There was some “catchup” to get these courses ready, because the Governor had everything shut down, including work being done on a golf course.



It was very important to us to support public health and safety initiatives by adhering to all of the Executive Orders put in place throughout the season. At the beginning, the National Golf Course Owners Association (NGCOA) created a model for the industry to follow, which included guidelines to keep all patrons safe while on and off the course. All of the temporary measures that were implemented at both courses aligned with the Center for Disease Control (CDC).





## Memberships

2020 was one of the most challenging and unexpected years in many of our lives. However, despite all of the craziness, golf thrived in the COVID world. It provided one of the only activities that people could do in a safe manner with numerous State restrictions. They did it and enjoyed it, and kept coming back for more.

Resident memberships increased by 134, or 8%, and Non-Residents increased by 20%, a total of 167 new memberships. This has been great for the industry, but our objective is to keep them in 2021 by connecting them with other members through our activities and events.

### Membership Analysis 2016-2020

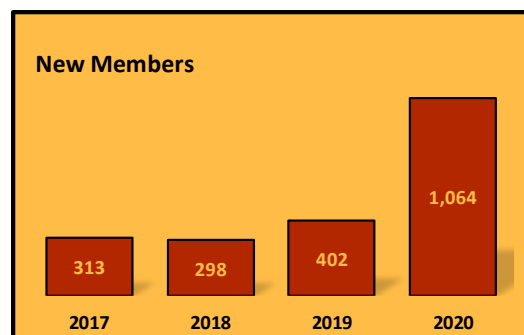
MEMBERSHIPS	CY 2016		CY 2017		CY 2018		CY 2019		CY 2020	
	#	%	#	%	#	%	#	%	#	%
Business	109	13%	92	10%	107	12%	89	10%	68	6%
Non-Resident - Individual	465	54%	502	56%	499	56%	539	59%	636	60%
Non-Resident - Dual	209	24%	220	24%	222	25%	219	24%	247	23%
Non-Resident - Family	85	10%	84	9%	59	7%	64	7%	106	10%
Total	868	100%	898	100%	887	100%	911	100%	1057	100%

RESIDENT MEMBERSHIPS	CY 2016		CY 2017		CY 2018		CY 2019		CY 2020	
	#		#		#		#		#	
Resident	1,874		1,898		1,744		1,675		1,809	

<b>Total Memberships</b>	<b>2,742</b>	<b>2,796</b>	<b>2,631</b>	<b>2,586</b>	<b>2,866</b>
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With the uncertainty in Spring and people were not sure if they should play or not, we offered a \$25 COVID-19 discount off the Non-Resident and Business memberships. This discount was applied to 918 memberships that totaled \$22,950, and was well received by all.

The chart below shows the number of new members added into the customer database over the past 4 years, when this software was installed. In 2020, new Resident memberships totaled 412, and the remaining 652 comprised of Non-Resident memberships and lapsed members that came back home.



We were successful in sending out a couple of marketing pieces in the winter, to our lapsed Residents and Businesses, but then came the pandemic, and everything was put on hold! Hopefully, with COVID-19 in our rearview mirror, and vaccinations being rolled out, we will be able to host more events for our members to connect with their courses.

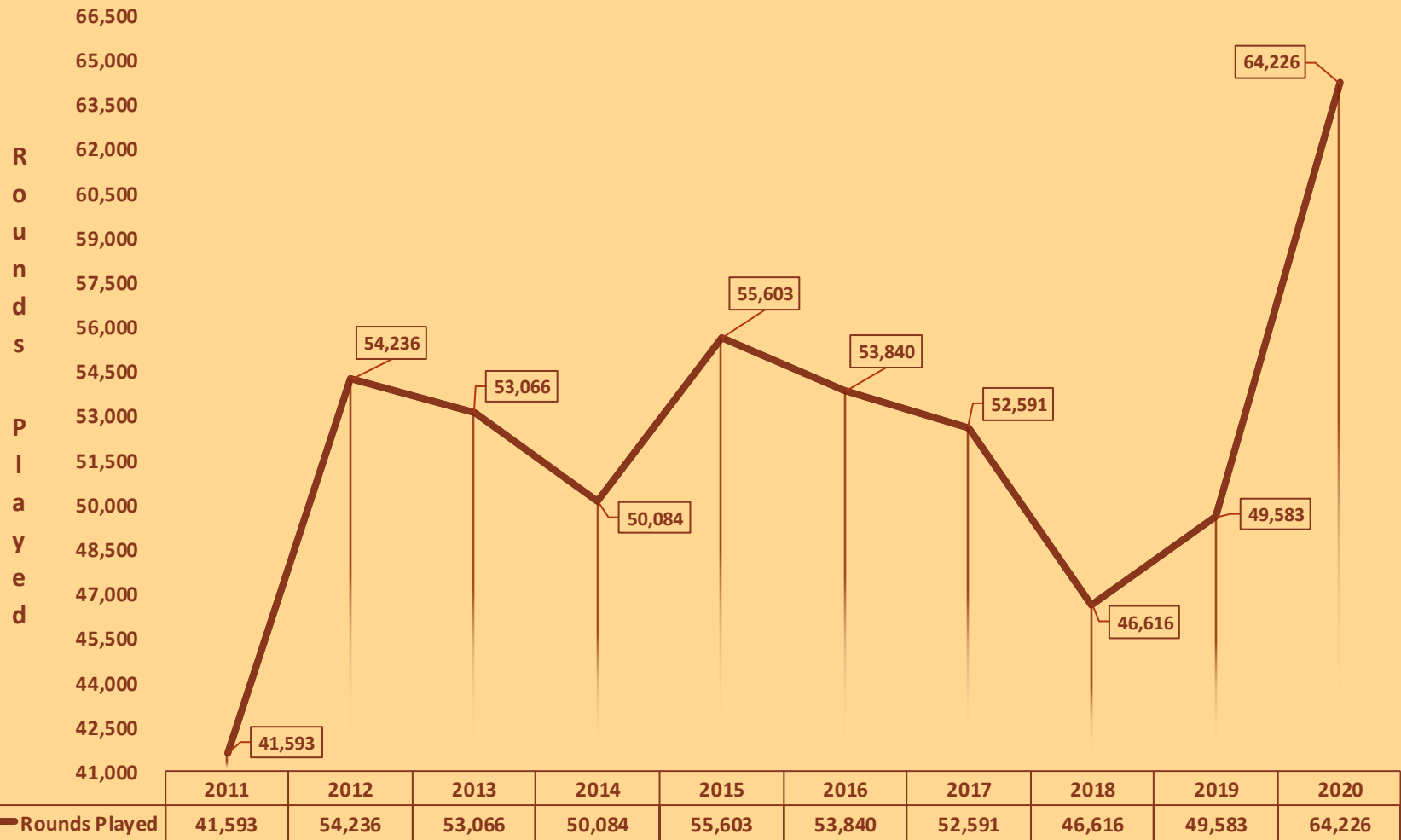
## Rounds

Lincoln Hills opened on April 25<sup>th</sup> and closed on November 30<sup>th</sup> while Springdale opened on April 27<sup>th</sup> and closed on October 18<sup>th</sup>. We did experience a few rainy days that hindered the weekend play during the summer months, but we were so fortunate to have such favorable weather during this time. It truly would have been a different outcome if Mother Nature played a bigger role.

This was a record year with combined rounds of 64,027 which is an increase of 14,444, or 29% compared to 2019. The next closest season was 2004 with combined rounds of 59,522. Special circumstances called for special measures. The focus was to keep people safe by implementing the following: social distancing, clean and sanitize all “high-touch” areas, clean and sanitize pull carts and power carts after each use, tee times and payment available online, signage posted, sanitizing stations in and around clubhouse, and wearing masks in all public spaces. When the Governor opened the Clubhouses in June, we adhered to the mandate of allowing only ten patrons inside at all times and required masks as the pandemic grew.

MONTH	2016			2017			2018			2019			2020		
	LH	SD	Total	LH	SD	Total	LH	SD	Total	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	216	0	216
April	2,389	1,616	4,005	2,816	1,383	4,199	2,471	0	2,471	2,157	1,569	3,726	918	324	1,242
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	5,096	4,368	9,464
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	6,476	5,985	12,461
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	7,514	5,792	13,306
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	5,189	5,350	10,539
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	4,904	4,124	9,028
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	3,279	1,916	5,195
November	2	1,545	1,547	610	0	610	0	383	383	306	0	306	2,576	0	2,576
December	0	54	54	185	0	185	0	0	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>29,029</b>	<b>24,811</b>	<b>53,840</b>	<b>29,513</b>	<b>23,182</b>	<b>52,695</b>	<b>26,045</b>	<b>20,571</b>	<b>46,616</b>	<b>27,020</b>	<b>22,563</b>	<b>49,583</b>	<b>36,168</b>	<b>27,859</b>	<b>64,027</b>

## COMBINED ROUNDS LINCOLN HILLS & SPRINGDALE 10 YEAR HISTORY



# Lincoln Hills Rounds

It felt like we were back in the 90's, where golfers just kept coming all day. The 10-minute interval worked beautifully and people were just happy to be out playing golf.

## Lincoln Hills Round Analysis

	Weekday			Weekend		
	2019	2020	Difference	2019	2020	Difference
<b>Resident</b>						
Adult	835	1,712	877	1,143	1,119	(24)
Junior	239	945	706	122	198	76
Senior	1,533	2,521	988	938	1,419	481
	2,607	5,178	2,571	2,203	2,736	533
<b>Property Owner</b>						
Adult	15	51	36	46	83	37
Junior	0	2	2	0	8	8
Senior	50	82	32	39	20	(19)
	65	135	70	85	111	26
<b>Non-Resident</b>						
Adult	658	1,530	872	425	1,103	678
Junior	118	51	(67)	215	363	148
Senior	2,675	4,293	1,618	1,966	2,819	853
	3,451	5,874	2,423	2,606	4,285	1,679
<b>Business</b>						
Adult	50	50	0	48	25	(23)
Junior	0	0	0	1		(1)
Senior	153	226	73	58	55	(3)
	203	276	73	107	80	(27)
<b>Guest</b>						
Adult	1,196	2,046	850	1,021	1,453	432
Junior	238	547	309	199	301	102
Senior	1,913	2,984	1,071	1,249	1,440	191
	3,347	5,577	2,230	2,469	3,194	725
<b>City Employee</b>						
Adult	4	1	(3)	0	0	0
Junior	0	0	0	0	0	0
Senior	35	114	79	50	81	31
	39	115	76	50	81	31
<b>High Schools</b>						
Birmingham	504	180	(324)			
Non Birmingham	72	12	(60)			
	576	192	(384)			
<b>Other</b>						
Junior Golf	2,240	1,360	(880)	0	0	0
Leagues	4,312	4,255	(57)	0	0	0
Outings	411	344	(67)	175	85	(90)
Promotions	23	23	0	0		0
Twilight	1,106	1,150	44	528	730	202
Unlimited	300	283	(17)	117	104	(13)
	8,392	7,415	27	820	919	99
<b>TOTAL ROUNDS</b>	<b>18,680</b>	<b>24,762</b>	<b>6,082</b>	<b>8,340</b>	<b>11,406</b>	<b>3,066</b>

The Adult member nearly doubled and was great to see them playing!

	Weekday			
	2019	2020	Diff	+/-
Adult	2,758	5,390	2,632	95%
Junior	1,171	1,737	566	48%
Senior	6,359	10,220	3,861	61%

Weekend play increased as more families spent time together.

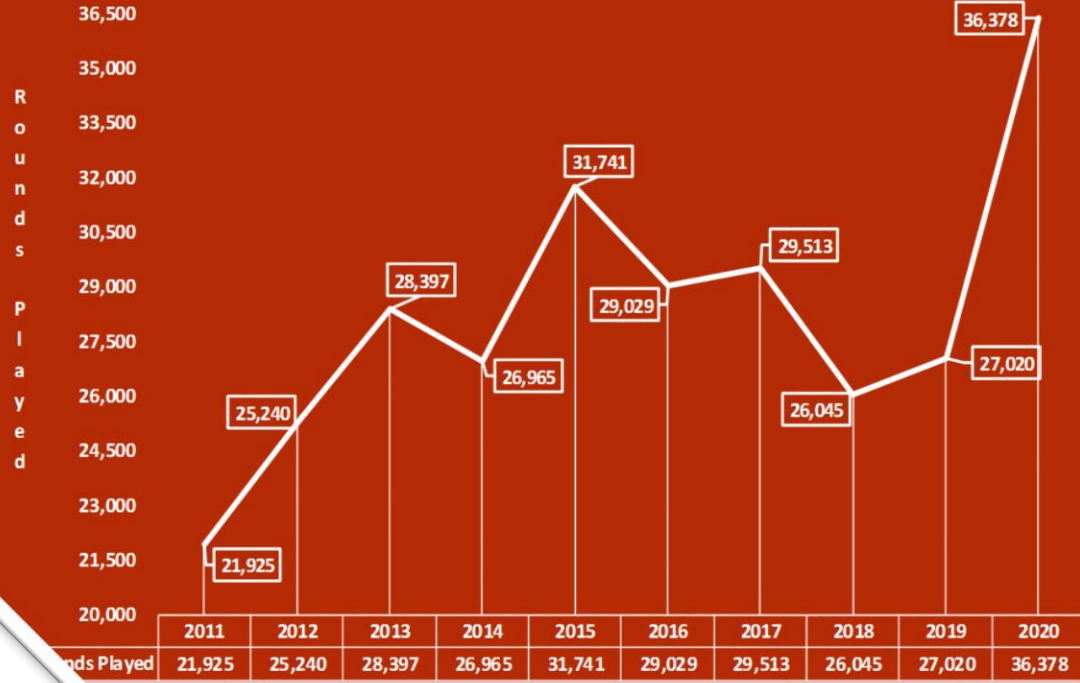
	Weekend			
	2019	2020	Diff	+/-
Adult	2,683	3,783	1,100	41%
Junior	537	870	333	62%
Senior	4,300	5,834	1,534	36%

It was a very good year, with an increase of 9,148 rounds, or 34%. Obviously the COVID restrictions put golf back on the radar.

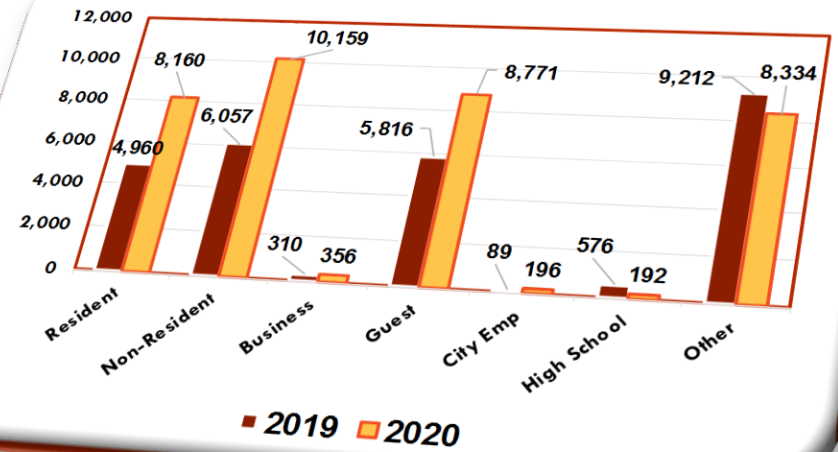
	Overall Analysis			
	2019	2020	Difference	+/-
Adult	5,441	9,173	3,732	69%
Junior	1,708	2,607	899	53%
Senior	10,659	16,054	5,395	51%



### LINCOLN HILLS ROUNDS PLAYED - 10 YEAR HISTORY



### Rounds Played by Category - Lincoln Hills



# Springdale Rounds

## Springdale Round Analysis

	Weekday			Weekend		
	2019	2020	Difference	2019	2020	Difference
<b>Resident</b>						
Adult	796	1,177	381	1,100	1,572	472
Junior	144	271	127	94	154	60
Senior	1,813	2,454	641	962	1,173	211
	<b>2,753</b>	<b>3,902</b>	<b>1,149</b>	<b>2,156</b>	<b>2,899</b>	<b>743</b>
<b>Property Owner</b>						
Adult	75	80	5	40	27	(13)
Junior	0	0	0	0	0	0
Senior	64	77	13	32	26	(6)
	<b>139</b>	<b>157</b>	<b>18</b>	<b>72</b>	<b>53</b>	<b>(19)</b>
<b>Non-Resident</b>						
Adult	431	862	431	91	77	(14)
Junior	136	334	198	136	253	117
Senior	3,160	3,910	750	1,644	1,911	267
	<b>3,727</b>	<b>5,106</b>	<b>1,379</b>	<b>1,871</b>	<b>2,241</b>	<b>370</b>
<b>Business</b>						
Adult	34	55	21	22	39	17
Junior	0	0	0	0	0	0
Senior	135	125	(10)	138	53	(85)
	<b>169</b>	<b>180</b>	<b>11</b>	<b>160</b>	<b>92</b>	<b>(68)</b>
<b>Guest</b>						
Adult	923	1,417	494	871	1,147	276
Junior	229	395	166	174	221	47
Senior	2,124	3,166	1,042	1,256	1,510	254
	<b>3,276</b>	<b>4,978</b>	<b>1,702</b>	<b>2,301</b>	<b>2,878</b>	<b>577</b>
<b>City Employee</b>						
Adult	11	23	12	0	6	6
Junior	1	1	0	0	3	3
Senior	7	18	11	21	30	9
	<b>19</b>	<b>42</b>	<b>23</b>	<b>21</b>	<b>39</b>	<b>18</b>
<b>High Schools</b>						
Birmingham	408	172	(236)			
Non Birmingham	76		(76)			
	<b>484</b>	<b>172</b>	<b>(312)</b>			
<b>Other</b>						
Leagues	3,601	3,277	(324)	0	0	0
Outings	138	172	34	78	77	(1)
Promotions	5	19	14	0	0	0
Twilight	977	961	(16)	286	412	126
Unlimited	315	201	(114)	15	1	(14)
	<b>5,036</b>	<b>4,630</b>	<b>(406)</b>	<b>379</b>	<b>490</b>	<b>111</b>
<b>TOTAL ROUNDS</b>	<b>15,603</b>	<b>19,167</b>	<b>3,564</b>	<b>6,960</b>	<b>8,692</b>	<b>1,732</b>

The Adult Member again, had the biggest growth, followed by Seniors.

	Weekday			
	2019	2020	Diff	+/-
Adult	2,270	3,614	1,344	59%
Junior	994	1,173	179	18%
Senior	7,303	9,750	2,447	34%

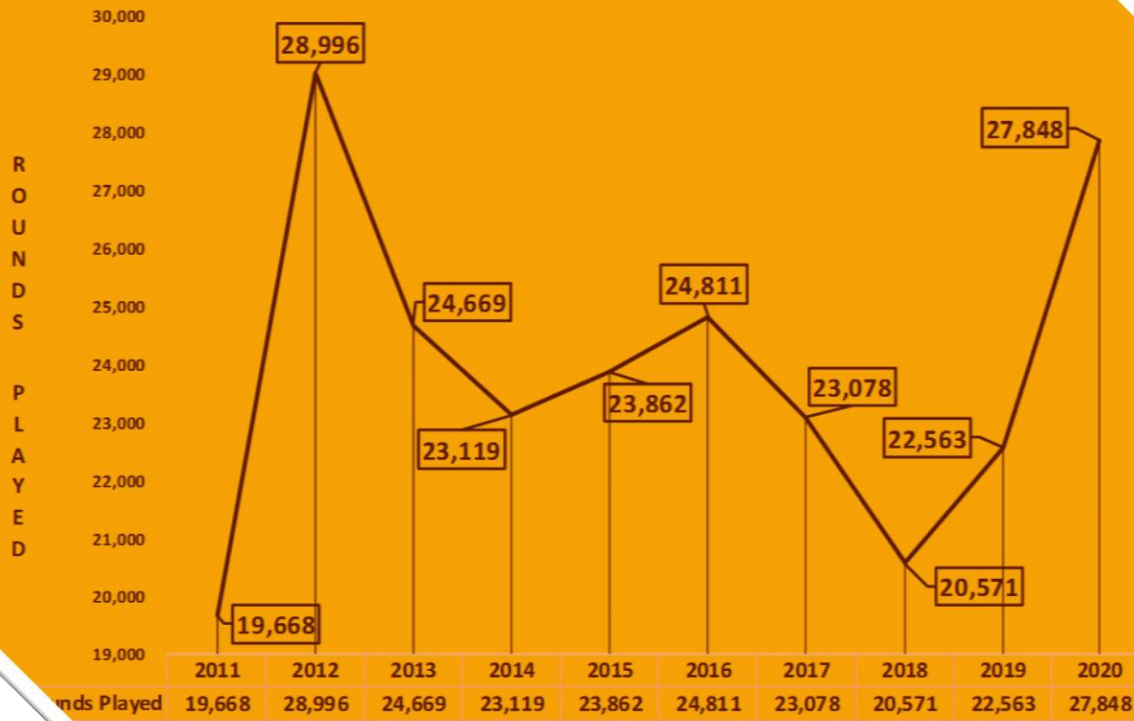
Families also enjoyed playing at Springdale, and it is a great course for Beginners and Juniors.

	Weekend			
	2019	2020	Diff	+/-
Adult	2,124	2,868	744	35%
Junior	404	631	227	56%
Senior	4,053	4,703	650	16%

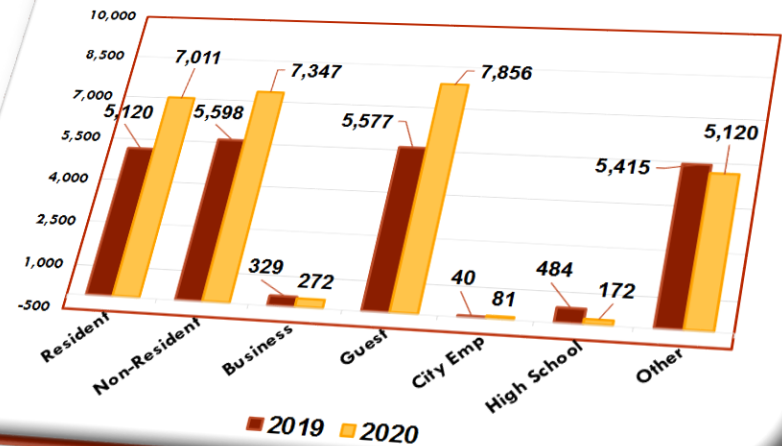
Rounds increased by 5,296 over 2019, or 23%.

	Overall Analysis			
	2019	2020	Diff	+/-
Adult	4,394	6,482	2,088	48%
Junior	1,398	1,804	406	29%
Senior	11,356	14,453	3,097	27%

### SPRINGDALE ROUNDS PLAYED - 10 YEAR HISTORY



### Rounds Played by Category - Springdale

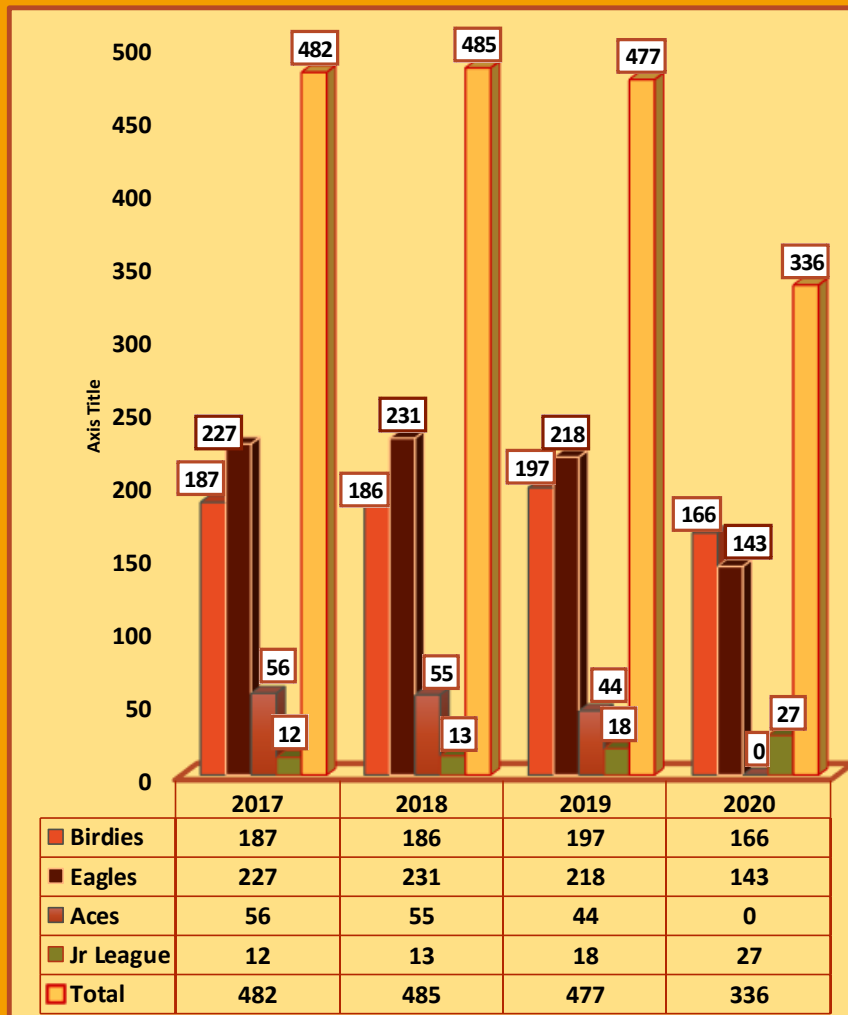




## Junior Golf

We were fortunate to implement this program and it was modified to eliminate gatherings by reducing class size from 12-14 participants to only 9. We anticipate to increase our class size to 10-12 in 2021, depending on the pandemic and where we are at in June. It definitely had challenges, but the kids really enjoyed being around others in a fun environment.

**Jr Golf Program Analysis 2017-2020**



The structures lesson plans from the American Development Model (ADM) worked well with the structure of kids learning according to their age, that included fun activities to promote all aspects of the golf swing.

The PGA continues to roll out new lesson plans and we will incorporate these into our 2021 season.

This year, everyone had to register online and it made the registration process so much easier, and had many great comments on this process. We are also excited to use a new software that will be even more “user-friendly” for our parents.

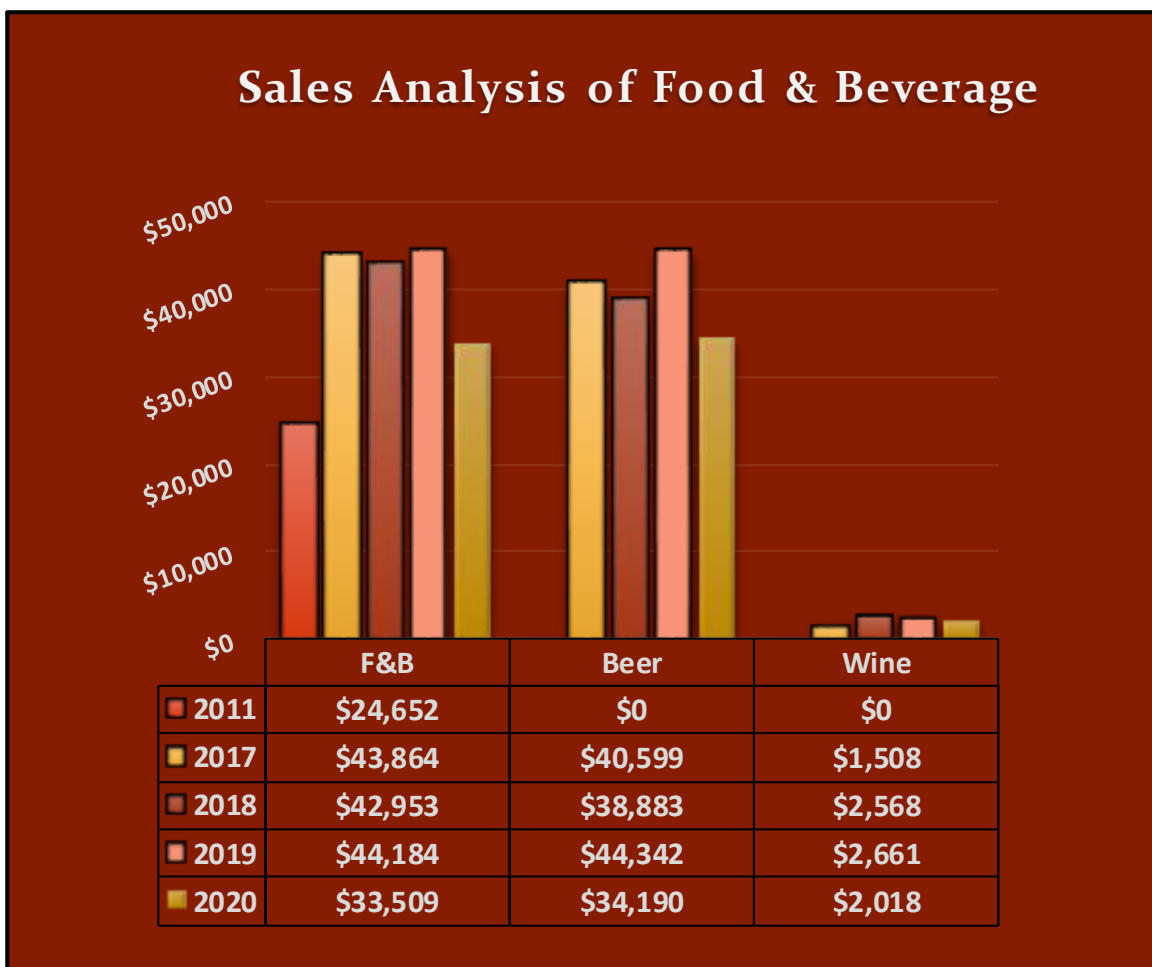
Expectations were not very high in May when registration usually begins. However, we were excited to be able to put this program on, and know the parents were excited too.

Year	Revenues	Expeses	Net
2013	89,882	34,734	55,148
2014	90,142	34,051	56,091
2015	86,140	37,713	48,427
2016	89,392	32,715	56,677
2017	87,357	36,156	51,201
2018	91,287	33,358	57,929
2019	87,453	29,506	57,947
2020	58,560	23,720	34,840

## Food & Beverage

This department was out of our control with the State mandates. However, we did make up some revenues at the end of the summer with a few of our tournaments that we held in August through November. Jr Golf is a major contributor to our sales at Lincoln Hills and like all the other players, people came to us to play golf, and there was not a lot of demand for food items, except for our delicious hot-dogs.

We will be offering Boxed Lunches to begin the season and will add more items as we work through the pandemic. Seating outside will be increased at both courses to create additional space for our members and guests to stay a bit longer in a “social distance” environment.



Considering the circumstances, we did ok. We do anticipate to grow this back in 2021, but it will depend on the pandemic. We are optimistic and will offer items that were requested from our “end of the season” survey.

## Capital Improvements

Most of our projects were put on hold this year, but we were excited that we did have the patio completed at Springdale. We are on schedule to return to our budgeted projects this year as listed below.



## Capital Improvements for 2020/2021

### Springdale

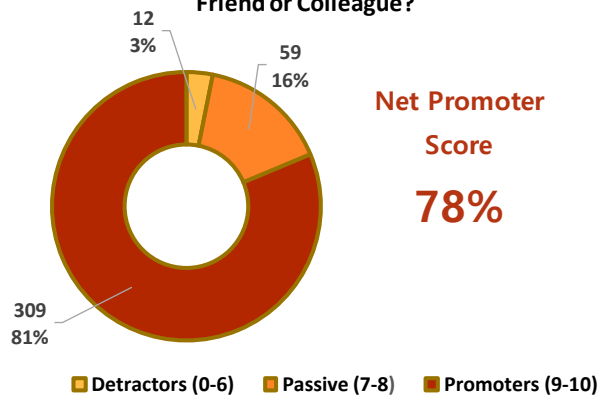
- Renovate and Add New Cart Paths (Abutments on all bridges, #4, #5 and #2)
- Extending Cart Path to Wash Carts – Damage from COVID
- Installing New Tee Signs
- Installing a New Bathroom (Fabricated Building) with Cement Pad
- Begin the Process for Irrigation System

### Lincoln Hills

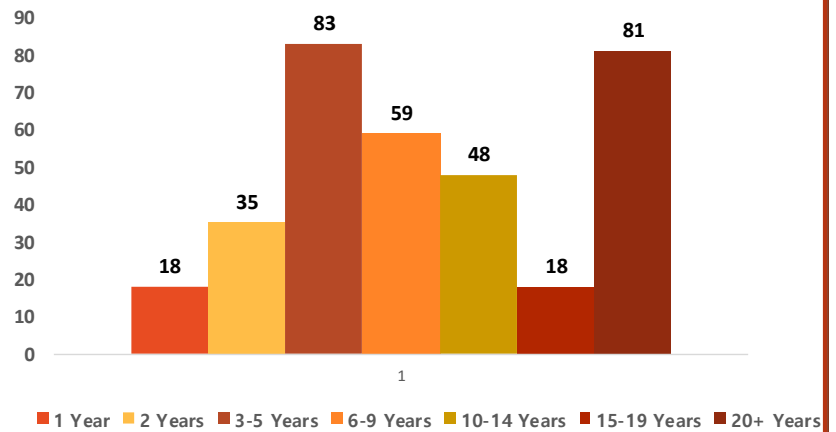
- Install Enclosure for Garbage Dumpsters in Parking Lot
- Beautify Clubhouse and Bathroom Beds
- Add Drainage on #4
- New Entrance Sign
- Build Up Putting Green

# 2020 "End of Season" Survey

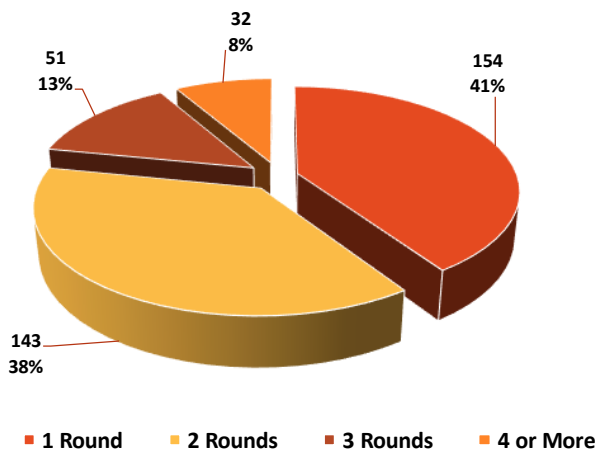
How likely is it that you would recommend Lincoln Hills and Springdale Golf courses to a Friend or Colleague?



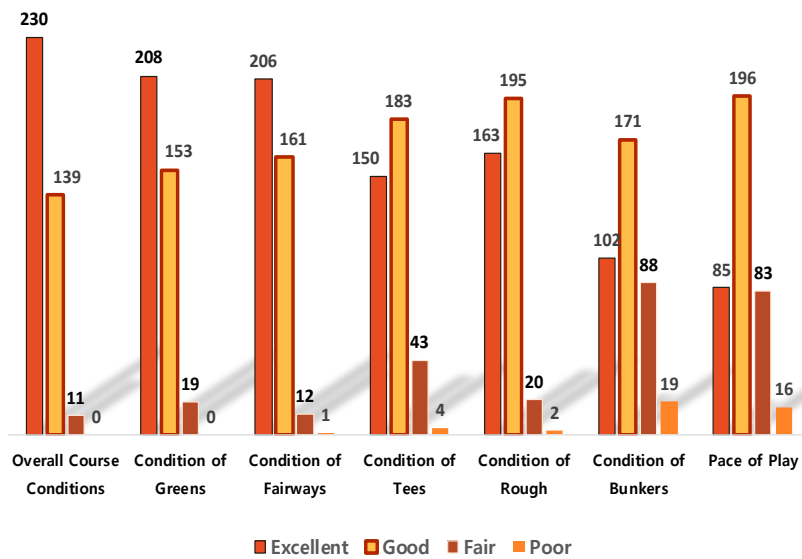
How long have you been a member of Lincoln Hills and Springdale Golf Courses?



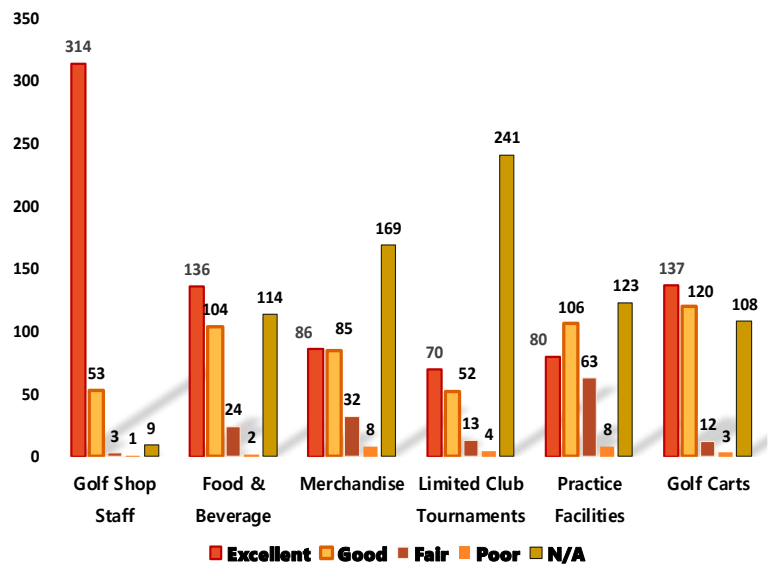
How many rounds do you play in a typical week?



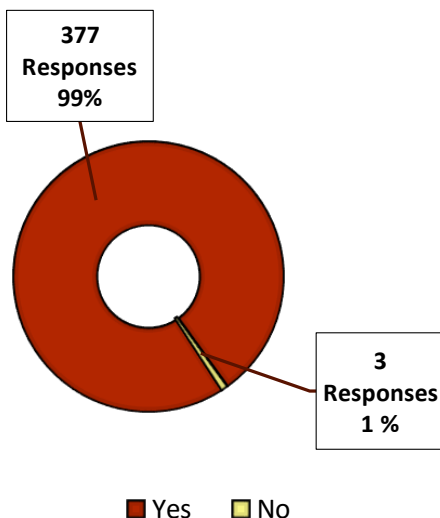
### Please indicate the level of satisfaction regarding Golf Course Maintenance.



### Please indicate your level of satisfaction regarding Clubhouse Operations.

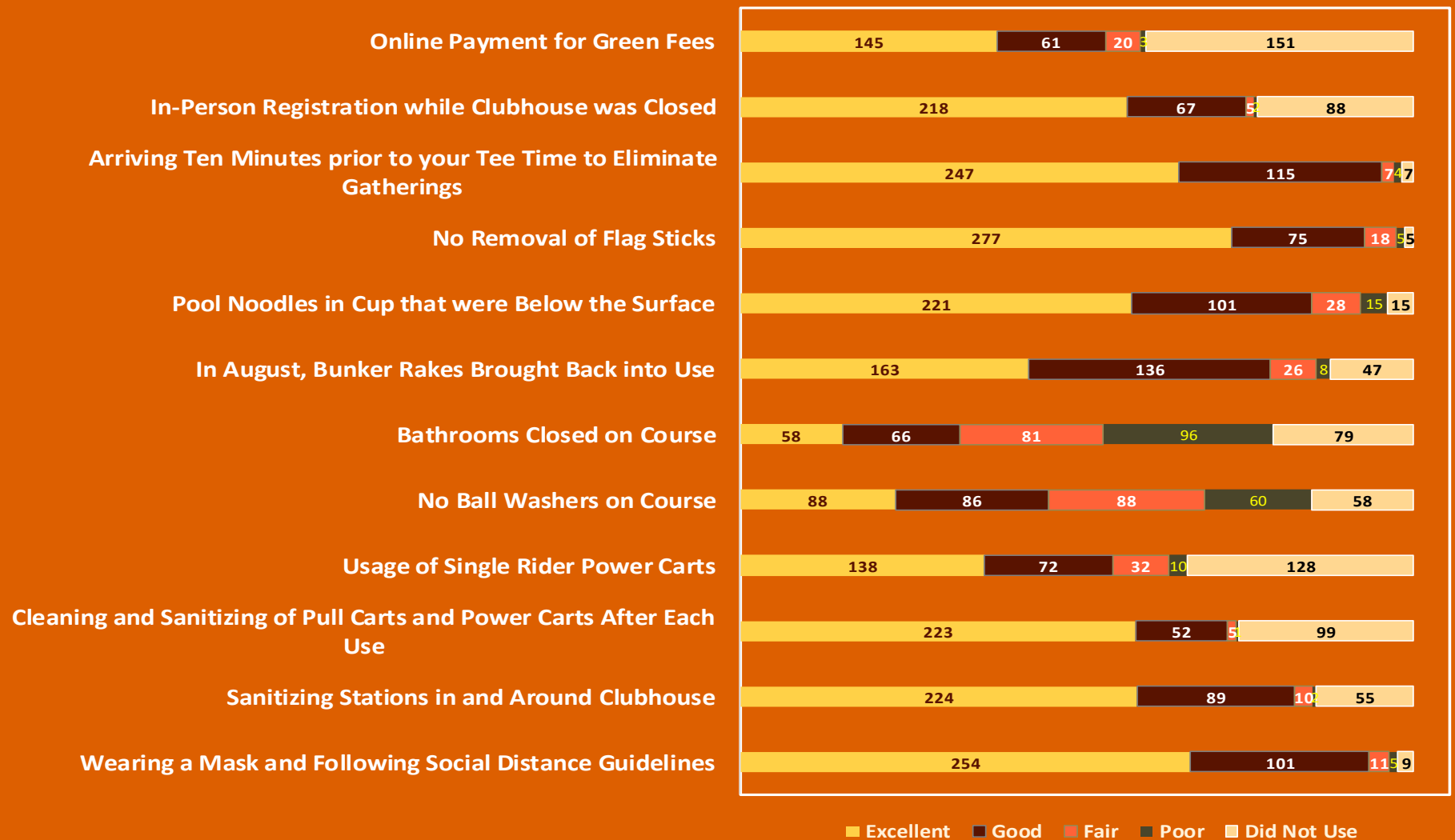


### Do You plan on renewing your membership for the upcoming year?



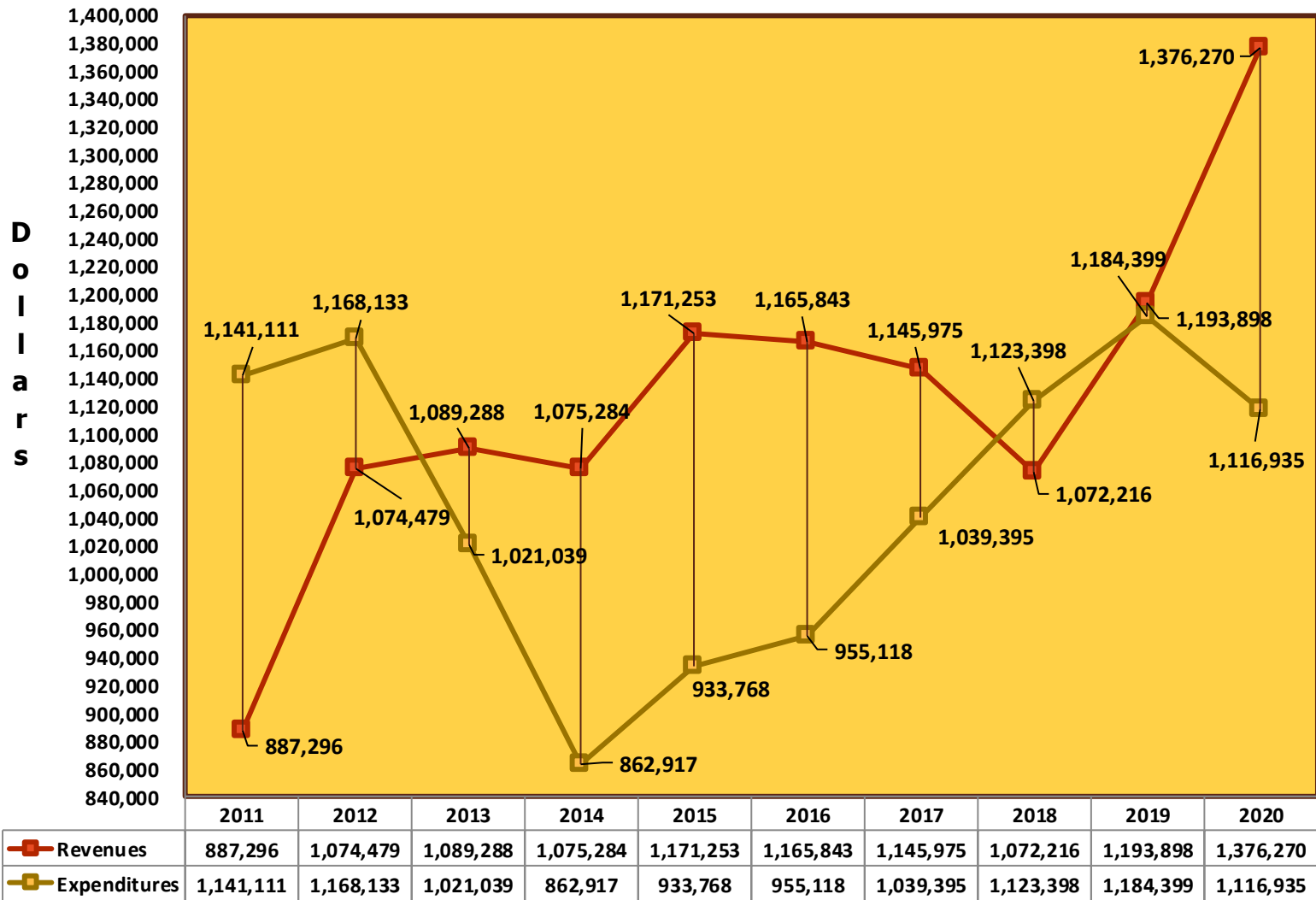


## Please indicate your level of satisfaction regarding the COVID safety procedures implemented this year.



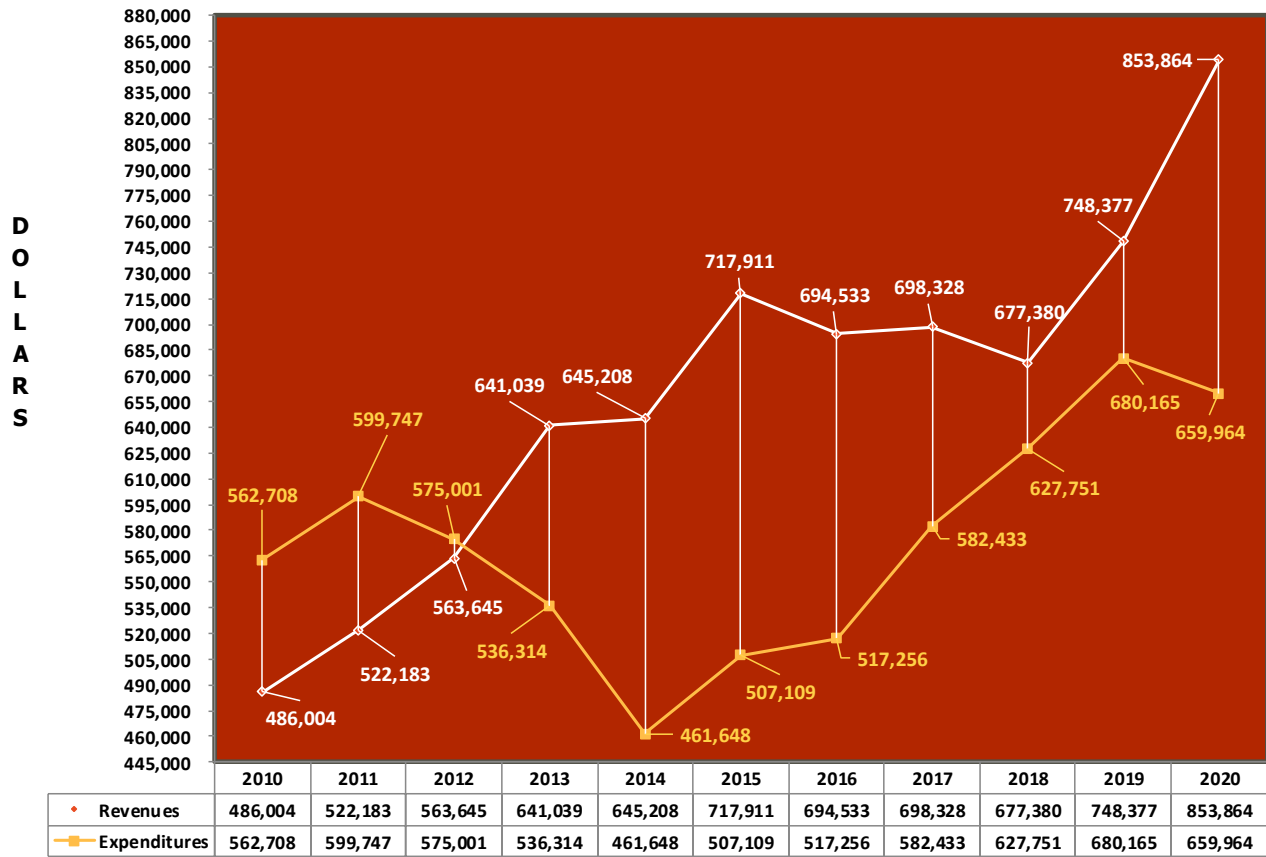
# Financials

## Revenue and Expenditure Comparison - Lincoln Hills & Springdale



# Lincoln Hills Financials

## Lincoln Hills - Revenues and Expenditures Comparison

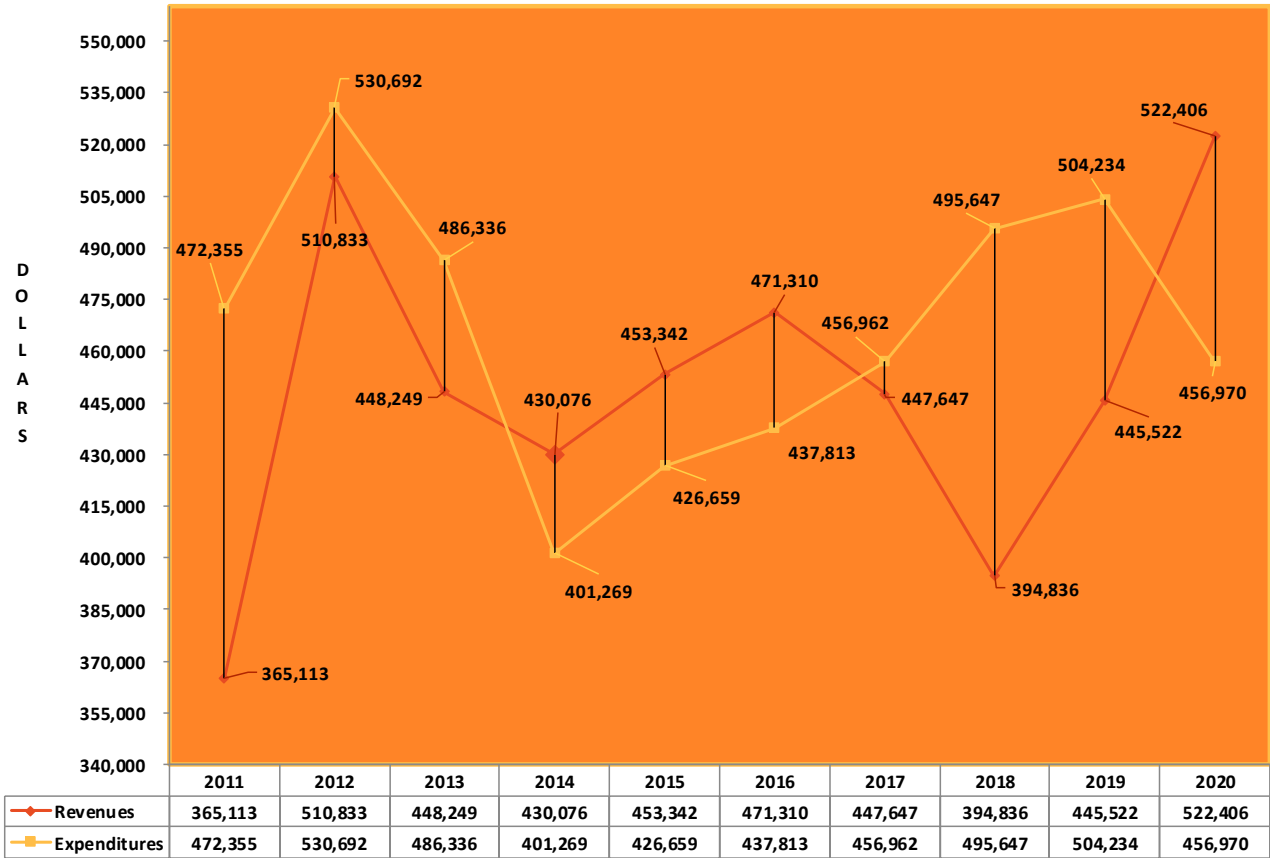


## CALENDAR YEAR 5-YEAR ANALYSIS (2016 - 2020)

LINCOLN HILLS G.C.	2016	2017	2018	2019	2020
REVENUES	694,533	698,328	677,380	748,377	853,864
EXPENDITURES	459,098	475,304	471,306	483,872	458,551
OPERATING INCOME/(LOSS) Before Dep	235,435	223,024	206,075	264,504	395,314
DEPRECIATION	58,207	57,130	56,445	46,293	51,414
CONTRIBUTION TO G.F.		50,000	100,000	150,000	150,000
NET INCOME/(LOSS)	177,228	115,895	49,629	68,211	193,900

# Springdale Financials

**Springdale - Revenues and Expenditures Comparison**



**CALENDAR YEAR 5-YEAR ANALYSIS (2016 - 2020)**

SPRINGDALE G.C.	2016	2017	2018	2019	2020
REVENUES	471,310	447,647	394,836	445,522	522,406
EXPENDITURES	386,006	406,184	440,231	457,824	406,409
OPERATING INCOME/(LOSS) Before Dep	85,304	41,463	(45,394)	(12,303)	115,997
DEPRECIATION	51,807	50,776	55,417	46,410	50,561
NET INCOME/(LOSS)	33,497	(9,314)	(100,811)	(58,712)	65,436

## Financials - 2018 – 2020

REVENUES:	2018			2019			2020		
	LINC. HILLS	SPRINGDALE	TOTAL	LINC. HILLS	SPRINGDALE	TOTAL	LINC. HILLS	SPRINGDALE	TOTAL
WEEKDAY GREENS FEES	180,992	159,215	340,207	181,264	167,828	349,092	272,908	220,525	493,433
WEEKEND GREENS FEES	88,557	71,265	159,822	99,711	85,889	185,600	135,631	106,074	241,705
FOOD & BEVERAGE	49,979	34,425	84,404	53,385	37,801	91,187	42,045	27,820	69,866
MERCHANDISE	13,404	8,260	21,664	19,027	9,166	28,192	19,904	7,197	27,101
PULL CART RENTAL	4,694	4,147	8,842	5,319	5,548	10,867	7,048	8,021	15,070
GOLF CART RENTAL	84,175	73,636	157,810	84,991	72,628	157,620	98,177	80,070	178,247
GAM HANDICAP	2,408	806	3,214	2,756	1,001	3,757	3,146	656	3,802
CLASSES	91,287	0	91,287	87,328	0	87,328	58,560	0	58,560
RESIDENT MEMBERSHIPS	0	0	0	0	0	0	2,425	1,545	3,970
BUSINESS MEMBERSHIPS	8,960	1,900	10,860	7,500	1,400	8,900	5,675	3,250	8,925
NON-RESIDENT MEMBERSHIPS	114,965	18,260	133,225	106,040	34,650	140,690	107,700	38,815	146,515
UNLIMITED GOLF PASS	4,200	0	4,200	7,000	1,000	8,000	4,400	0	4,400
PACKAGE CLUB PASSES	0	0	0	145	26	171	435	0	435
TOURNAMENT ENTRY FEES	4,702	2,384	7,086	7,527	2,754	10,281	3,708	1,955	5,663
INTEREST INCOME	21,449	0	21,449	78,551	0	78,551	83,681	0	83,681
LEASE INCOME	7,137	20,580	27,717	7,351	25,688	33,040	7,572	26,405	33,977
SALE OF EQUIPMENT	0	0	0	0	0	0	0	0	0
MISCELLANEOUS INCOME	472	91	562	411	68	479	838	45	883
CASH OVERAGE/(SHORTAGE)	-1	-132	-133	70	75	145	12	27	39
GENERAL FUND CONTRIBUTION	0	0	0	0	0	0	0	0	0
<b>TOTAL REVENUES</b>	<b>677,380</b>	<b>394,836</b>	<b>1,072,216</b>	<b>748,377</b>	<b>445,522</b>	<b>1,193,898</b>	<b>853,864</b>	<b>522,406</b>	<b>1,376,270</b>

EXPENSES:	2018			2019			2020		
	LINC. HILLS	SPRINGDALE	TOTAL	LINC. HILLS	SPRINGDALE	TOTAL	LINC. HILLS	SPRINGDALE	TOTAL
ADMINISTRATIVE CHARGE	16,964	16,964	33,928	18,324	18,324	36,648	19,015	19,015	38,030
AUDIT	675	675	1,350	743	743	1,486	707	707	1,413
<b>SUB-TOTAL ADMINISTRATIVE</b>	<b>17,639</b>	<b>17,639</b>	<b>35,278</b>	<b>19,067</b>	<b>19,067</b>	<b>38,134</b>	<b>19,722</b>	<b>19,722</b>	<b>39,443</b>

<b>EXPENSES:</b>	<b>2018</b>			<b>2019</b>			<b>2020</b>		
<b>MAINTENANCE</b>	<b>LINC. HILLS</b>	<b>SPRINGDALE</b>	<b>TOTAL</b>	<b>LINC. HILLS</b>	<b>SPRINGDALE</b>	<b>TOTAL</b>	<b>LINC. HILLS</b>	<b>SPRINGDALE</b>	<b>TOTAL</b>
SALARIES AND WAGES	70,046	75,012	145,058	72,787	77,364	150,151	74,668	70,981	145,649
OVERTIME PAY	81	1,114	1,195	1	185	186	85	63	148
LONGEVITY	28	28	57	28	28	57	28	28	57
FICA	4,826	5,286	10,112	5,569	5,934	11,503	5,543	5,260	10,803
HOSPITALIZATION	8,202	8,152	16,354	8,481	10,929	19,410	8,149	9,719	17,867
LIFE	180	180	360	180	180	360	186	187	373
RETIREE HEALTH CARE	5,957	5,981	11,938	7,451	7,840	15,291	(2,207)	(2,194)	(4,402)
DENTAL/OPTICAL	667	665	1,331	693	692	1,385	639	639	1,278
DISABILITY INSURANCE	292	292	584	304	305	609	327	327	655
WORKER'S COMPENSATION	580	632	1,212	810	857	1,667	877	831	1,708
SICK TIME PAY OUT	0	0	0	0	0	0	0	0	0
RETIREMENT CONTRIBUTION	6,453	6,474	12,927	6,201	6,458	12,659	6,598	6,578	13,175
HRA BENEFIT	10	10	20	10	10	20	10	10	20
HSA CONTRIBUTION/ RETIRE EMPR	3,822	3,810	7,632	4,156	4,150	8,306	4,352	4,352	8,704
OPERATING SUPPLIES	33,313	37,874	71,187	47,261	43,059	90,319	32,985	29,650	62,635
OTHER CONTRACTUAL SERVICE	4,882	17,944	22,826	13,362	12,181	25,543	12,011	6,607	18,618
EQUIPMENT UNDER \$5,000	0	0	0	0	0	0	405	405	810
ELECTRICITY	10,096	4,006	14,102	3,867	2,836	6,704	5,050	3,341	8,390
GAS	1,015	1,052	2,067	1,273	1,529	2,802	782	1,125	1,907
WATER	365	0	365	440	0	440	274	0	274
TRAINING	565	682	1,247	175	175	349	410	410	819
PRINTING & PUBLISHING	0	0	0	0	0	0	0	0	0
EQUIPMENT RENTAL	29,049	29,500	58,549	29,109	30,214	59,323	29,000	30,000	59,000
BUILDINGS	0	0	0	0	0	0	0	0	0
MACHINERY & EQUIPMENT	0	0	0	0	0	0	0	0	0
PUBLIC IMPROVEMENTS	0	140,886	140,886	57,264	0	57,264	5,837	0	5,837
CONTRIBUTED EXP - CAP OUTLAY	0	(140,886)	(140,886)	(57,264)	0	(57,264)	(5,837)	0	(5,837)
<b>SUB-TOTAL MAINTENANCE</b>	<b>180,431</b>	<b>198,693</b>	<b>379,124</b>	<b>202,158</b>	<b>204,927</b>	<b>407,085</b>	<b>180,172</b>	<b>168,318</b>	<b>348,490</b>

EXPENSES:	2018			2019			2020			
	CLUBHOUSE:	LINC. HILLS	SPRINGDALE	TOTAL	LINC. HILLS	SPRINGDALE	TOTAL	LINC. HILLS	SPRINGDALE	TOTAL
SALARIES AND WAGES		114,727	89,336	204,063	97,653	84,369	182,021	102,038	86,123	188,162
OVERTIME		629	573	1,202	567	2,288	2,855	2,075	8,083	10,158
LONGEVITY		41	41	83	41	41	83	41	41	83
FICA		8,995	6,360	15,355	6,791	6,623	13,414	7,938	7,181	15,119
HOSPITALIZATION		13,373	13,324	26,698	14,155	15,469	29,623	13,570	14,593	28,162
LIFE		22	21	43	21	21	42	22	22	44
RETIREE HEALTH CARE		6,095	6,124	12,220	7,604	7,992	15,596	(2,280)	(2,265)	(4,545)
DENTAL/OPTICAL		804	803	1,607	800	801	1,601	729	730	1,459
DISABILITY		355	353	707	359	359	717	380	380	760
WORKER'S COMPENSATION		1,011	768	1,779	1,040	939	1,979	1,255	1,110	2,365
SICK TIME PAYOUT		0	0	0	0	0	0	0	0	0
RETIREMENT CONTRIBUTION		7,122	7,154	14,276	6,778	7,029	13,807	7,110	7,087	14,197
HRA BENEFIT		20	20	40	20	20	40	20	20	40
HSA CONTRIBUTION/ RETIRE EMPR		4,291	4,252	8,543	4,497	4,497	8,994	4,738	4,738	9,477
OPERATING SUPPLIES		15,381	11,872	27,253	19,061	12,126	31,187	17,080	11,468	28,549
FOOD & BEVERAGE		17,364	10,844	28,208	16,297	11,990	28,287	11,262	8,671	19,934
BEER & WINE PURCHASES		6,640	6,207	12,847	7,825	7,105	14,930	4,849	4,723	9,572
MERCHANDISE		11,297	6,041	17,338	14,329	10,360	24,689	12,452	3,735	16,187
OTHER CONTRACTUAL SERVICES		14,976	10,075	25,052	12,725	11,714	24,438	21,152	15,325	36,477
EQUIPMENT UNDER \$5,000		0	0	0	0	0	0	4,291	0	4,291
TELEPHONE		1,680	1,721	3,401	512	822	1,333	0	0	0
CONTRACTUAL ALARM		1,772	965	2,737	1,678	992	2,669	1,906	1,036	2,942
ELECTRICITY		0	3,527	3,527	5,117	4,639	9,756	6,126	4,933	11,059
GAS		279	1,279	1,558	257	1,757	2,014	228	1,256	1,483
WATER		3,783	1,806	5,589	1,756	1,786	3,542	1,181	1,042	2,224
LIQUOR LICENSE		1,253	1,253	2,505	1,253	1,253	2,505	1,253	1,253	2,505
PRINTING & PUBLISHING		3,690	2,105	5,795	1,397	1,234	2,632	2,178	2,099	4,276
MARKETING & ADVERTISING		3,018	3,125	6,143	7,485	5,225	12,709	3,823	2,323	6,145
MISCELLANEOUS		0	0	0	0	0	0	0	0	0
DEPRECIATION		56,445	55,417	111,862	46,293	46,410	92,703	51,414	50,561	101,975
EQUIPMENT RENTAL		18,244	17,569	35,813	18,000	17,750	35,750	18,125	17,550	35,675
TRAINING		2,403	2,403	4,806	812	812	1,624	439	848	1,287
MEMERSHIP & DUES		0	0	0	0	0	0	281	281	561
CONFERENCES & WORKSHOPS		0	0	0	0	0	0	448	40	488
LIABILITY INSURANCE		13,970	13,970	27,939	13,819	13,819	27,638	13,947	13,947	27,893
CONTRIBUTED EXP. - CAP. OUTLAY		(4,388)	0	(4,388)	(3,162)	0	(3,162)	0	(10,375)	(10,375)
MACHINERY & EQUIPMENT		0	9	9	3,162	0	3,162	0	0	0
FURNITURE		0	0	0	0	0	0	0	0	0
BUILDINGS		0	0	0	0	0	0	0	0	0
PUBLIC IMPROVEMENTS		4,388	0	4,388	0	0	0	0	10,375	10,375
CONTRIBUTION TO GENERAL FUND		100,000	0	100,000	150,000	0	150,000	150,000	0	150,000
<b>SUB-TOTAL CLUBHOUSE</b>		<b>429,681</b>	<b>279,315</b>	<b>708,996</b>	<b>458,940</b>	<b>280,240</b>	<b>739,181</b>	<b>460,070</b>	<b>268,931</b>	<b>729,001</b>
<b>TOTAL OPERATING EXPENSE</b>		<b>627,751</b>	<b>495,647</b>	<b>1,123,398</b>	<b>680,165</b>	<b>504,234</b>	<b>1,184,399</b>	<b>659,964</b>	<b>456,970</b>	<b>1,116,935</b>
<b>TOTAL REVENUES</b>		<b>677,380</b>	<b>394,836</b>	<b>1,072,216</b>	<b>748,377</b>	<b>445,522</b>	<b>1,193,898</b>	<b>853,864</b>	<b>522,406</b>	<b>1,376,270</b>
<b>OPERATING INCOME (LOSS)</b>		<b>49,629</b>	<b>(100,811)</b>	<b>(51,182)</b>	<b>68,211</b>	<b>(58,712)</b>	<b>9,499</b>	<b>193,900</b>	<b>65,436</b>	<b>259,335</b>

## 2021 PROSPECTUS

### Memberships

The main focus always revolves around membership, and with the abundant new members during COVID-19, we need to create activities, tournaments, leagues and lessons to connect these new golfers to the game. We will then capture the attention and excitement of each golfer in ways that will create a golfer for a lifetime!

#### “Meet and Greet” New Members

- Welcome them to their Club and introduce our programs & activities for the upcoming season.
- Jr Golf, Leagues, Outings, and Instruction
- New Events: Family Cup Day and “Sip and Chip”

#### “Family Cup Days”

- New National Pilot PGA program – similar to the PGA Jr League, but all family members play.
- It is a great way to see families having fun and introducing the game to those who never played.

#### “Sip & Chip”

- To introduce golf in a stress-free, fun environment.
- Learning one of the most important aspects of golf, the short game.
- Objective to move the participants into a Beginners League.

#### “Bring a Friend” Day

- “Bring a Friend” to play 9 Holes at either Lincoln Hills or Springdale to showcase your courses.
- Enjoy lunch on us and, if your guest joins the club, you and your guest will receive a Complimentary Green Fee for your next round of golf!

#### “Get Golf Ready”

- The objective is simple, introduce the game in a fun and friendly atmosphere to get them playing on the course with their family and friends as quickly as possible.
- Guarantee Results – GGR Break 60, GGR Break 55, GGR Break 50, etc.
- Upon completion, they will have the opportunity to play weekly on a designated GGR league.



### “Complimentary Golf Clinics”

- Give the members value and easy tips so they can see the results quickly
- Connect them with others

### “PGA Jr League Golf”

- This program features a team – vs – team scramble format in a structured league setting that provides for a more popular, less stressful, competition.
- The emphasis is on the fun, recreation, and sportsmanship of the game for players at any skill
- Includes: Team Jerseys, instruction and match competitions.

### Marketing Tools:

1. Chamber of Commerce – Full Page Advertisement
2. Host “Business to Business” Chamber Event
3. Chamber E-Blast for our Upcoming Events
4. LittleGuide Detroit – used for Jr Golf
5. Postcard Mailing - Resident & Surrounding Communities
6. Jewish News – Membership
7. Welcome Packet for New Residents
8. Utilize BPSD – Business Mailing List
9. Local Schools – Jr Golf
10. E-Blast, Flyers, Postcards, E-Notify through the City, Website, “We Miss You” Letters, Surveys
11. Our Staff!





# MEMORANDUM

Department of Public Services

**DATE:** January 28, 2021  
**TO:** Parks and Recreation Board Members  
**FROM:** Carrie Laird, Parks and Recreation Manager  
**SUBJECT:** Adams Park Design Consultant Proposal

The approval of the Parks and Recreation Bond in November of 2020 permits us to move forward with projects as outlined by the Parks and Recreation Board and reviewed by the City Commission. Attached please find City Manager Valentine's memo dated July 17, 2020 to the City Commission regarding the Parks and Recreation Bond Opportunity. Included in the packet is the Parks and Recreation Bond Priority List, identifying projects in order to determine the bond amount and ultimately bond ballot language for consideration. Adams Park is included in Schedule I of the Priority List.

In 2016, the City requested a concept plan for Adams Park be designed by Michael J. Dul & Associates. This concept plan is a result of public input, meeting with neighborhood groups and Roeper School. It was presented and accepted at Parks and Recreation Board meetings and received by the City Commission in 2016.

The first step in moving forward with the development of Adams Park is to secure a consultant to finalize a Master Plan for Adams Park for use in development. It is reasonable to utilize Michael J. Dul and associates for this purpose as they are familiar with this project, and have concepts, surveys and background information readily available. Therefore, because administration is recommending a sole source opportunity with Michael J. Dul & Associates, it is unnecessary to bid out this consultant work.

Michael J. Dul has provided a quote, attached. The work includes the consultant providing a base map from survey information provided by the City, a preliminary development plan-a proposed design for park elements such as play equipment and landscape beds, and a preliminary cost estimate for budgeting purposes. It's important to review the design elements from the 2016 Concept so included in this proposal is meeting with relevant stakeholders, the Parks and Recreation Board and City Commission-8 public meetings in total. The proposal includes an estimated schedule for your review as well. On the schedule, all of the green shaded items are included as part of this project.

Work does not include the preparation of bid documents, bidding process or construction management. Should the Adams Park development plan, or Master Plan, be approved, it will be necessary to proceed with this additional work, and obtain an additional quote at

that time. For planning purposes, the additional work items are shown on the included schedule.

The Department of Public Services recommends awarding the Adams Park Master Plan Design to Michael J. Dul & Associates in the amount not to exceed \$7,675, which includes \$175 allotment for reimbursables.

**SUGGESTED RESOLUTION:**

To recommend the Adams Park Design Consultant project award be to Michael J. Dul & Associates. Further, to forward this project to be considered for approval by the City Commission.



# MEMORANDUM

Office of the City Manager

**DATE:** July 17, 2020  
**TO:** City Commission  
**FROM:** Joseph A. Valentine, City Manager  
**SUBJECT:** Parks Bond Opportunity

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The last Parks and Recreation Bond was authorized in 2001 and issued in two series; one in 2002 in the amount \$16,122,688 and another in 2008 in the amount of \$4,014,789. Since 2002, updates to the Parks and Recreation Master Plan occurred in 2006, 2011 and 2018. In November of 2019, a priority list was presented to the City Commission in follow-up to the most recently adopted plan. In January of 2020 at the City's Long Range Planning meeting, the opportunity for a potential Parks and Recreation Bond was presented as an option for funding future parking improvements. With the onset of COVID-19 this spring, this discussion was tabled as the City assessed the economic and operational challenges that were presented in this new environment. At the regular meeting of June 22, 2020, the Commission requested this item be brought back for consideration given the opportunity for a November ballot question was approaching.

The opportunity for Parks and Recreation Bond was again presented on July 13, 2020 for consideration of setting a date to consider approval of a bond proposal. A copy of the report outlining this opportunity is attached. On July 13<sup>th</sup> the Commission passed a resolution setting July 20, 2020 as the date to consider approval of a local ballot proposal to be presented at the November general election for a parks and recreation bond in support of the Parks and Recreation Master Plan. A copy of a final bond resolution and related ballot language is attached along with an estimate of issuance costs related to the bond. In total, the bond amount based on the Parks Board priority list would be \$11,250,000 which could be issued in two series; the first in the amount of \$4,750,000 in 2021 and the second series in the amount of \$6,500,000 in 2024 as existing bond debt would be retired in these respective years.

The City's existing debt levy is approximately 1.0099 mills and would reduce to .5448 mills in the 2020-21 fiscal year and by 2024-25 the City's debt levy would reduce to .1156 mills. The addition of the proposed two bond series would change this reduction from .1156 mills in fiscal year 2024-25 to .2871 mills.

It was suggested by Commissioner Baller at the July 13, 2020 Commission meeting that he would like to consider the opportunity to not reduce the City's debt service levy and bond for an amount equal to our debt service millage levy at the current rate of .5448 mills. This would generate roughly an additional \$16.4 million, but would not have any specific projects assigned to it, only provide funding for unidentified future projects. A schedule has been developed to outline this scenario and is attached. This would increase the bond issuance from \$11,250,000 to \$28,105,000. The average annual impact to the taxpayer with a taxable value of \$250,000 for a \$28,105,000 issuance would be roughly \$135.98 per year over the life of the bonds. For the

original amount of \$11,250,000 the average annual impact to the taxpayer with a taxable value of \$250,000 would be \$51.60 per year over a 21 year debt service for the bonds. Other bond and millage issues that have had preliminary discussions by the Ad Hoc Unimproved Street Study Committee and Ad Hoc Joint Senior Services Study Committee include a potential road bond and senior millage. If advanced, these initiatives could also have a potential increase in the overall tax levy for residents and should be part of the consideration for future debt service obligations. Maintaining the existing debt service levy for the next 20 years for solely a Parks Bond would certainly impact the City's tax rate in the coming years. With the pressures from Headlee reducing our future taxing capacity there should be further discussion if the Commission decides to move in this direction.

In follow up to the motion at the July 13, 2020 meeting, a final version of the local ballot proposal in support of the Parks and Recreation Master Plan has been submitted for your consideration along with the opportunity to engage with a communications firm to assist the public education of the ballot proposal.

**ATTACHMENTS:**

- Bond Resolution
- Estimate of Bonding Costs
- Revised Schedule of Debt Service for \$28,105,000 bond
- Memorandum of July 1, 2020

**SUGGESTED ACTION:**

To adopt the resolution submitting a Parks and Recreation Bond Proposal in the amount of \$11,250,000 at the general election to be held on Tuesday, November 3, 2020

AND

To engage VanDyke\*Horn to perform communication services as outlined in their July 1, 2020 communication bond proposal in the amount of \$30,000 charged to Other Contractual Services Account #101-170.000-811.00.

**RESOLUTION SUBMITTING PARKS AND RECREATION BOND PROPOSAL**

**CITY OF BIRMINGHAM**  
County of Oakland, State of Michigan

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Minutes of a regular meeting of the City Commission of the City of Birmingham, County of Oakland, State of Michigan, conducted electronically in conformity with Governor Whitmer’s Executive Order No. 2020-129, on the 20<sup>th</sup> day of July, 2020, at 7:30 p.m., prevailing Eastern Time.

PRESENT: Members \_\_\_\_\_

\_\_\_\_\_

ABSENT: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the City Commission (the “City Commission”) of the City of Birmingham (the “City”) has determined that it is necessary to pay all or part of the cost of acquiring, constructing, furnishing, equipping and renovating parks and recreation improvements, including parks, playgrounds and trail system improvements and renovations to the Birmingham Sports Ice Arena, including all appurtenances and attachments (the “Project”); and

WHEREAS, the City Commission has determined that the City should borrow money in an amount not to exceed Eleven Million Two Hundred Fifty Thousand Dollars (\$11,250,000), and issue unlimited tax general obligation bonds of the City, in such amount for the purpose of paying part of the cost of the Project; and

WHEREAS, the City Commission has determined that a proposal to issue bonds for the Project shall be submitted to the qualified electors of the City at the general election to be held in the City on Tuesday, November 3, 2020 (the “Election Date”); and

WHEREAS, in order for the bond proposal to be submitted to the qualified electors, it is necessary for the City Commission to certify the ballot wording of the proposal to the City Clerk and to the County Clerk of the County of Oakland (the “County Clerk”), as required by Act 116, Public Acts of Michigan, 1954, as amended (the “Michigan Election Law”).

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The bond proposal attached hereto as Exhibit A (the “Bond Proposal”) shall be submitted to a vote of the qualified electors of the City on the Election Date.
2. The ballot wording of the Bond Proposal is hereby certified to the City Clerk and

the County Clerk for submission to the City's electors on the Election Date. The City Clerk is hereby authorized and directed to file this Resolution and/or complete any such forms, certificates or documents as may be required by the County Clerk to evidence the foregoing certification and/or submission by no later than 4:00 p.m. on Tuesday, August 11, 2020.

3. The City Clerk and the County Clerk are hereby directed to (a) post and publish notice of last day of registration and notice of election as required by the Michigan Election Law; and (b) have prepared and printed, as provided by the Michigan Election Law, ballots for submitting the bond proposal at the election, which ballots shall contain the Bond Proposal, or the proposition shall be stated as a proposal on the voting machines, which ballots may include other matters presented to the electorate on the same date.

4. The estimated millage rate in the first year and simple average annual millage rate set forth in the Bond Proposal, which have been prepared for the City by Bendzinski & Co., financial advisors to the City, are reasonable estimates of such millage rates based on current assumptions.

5. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) If the ballot proposal is approved by the electors, the City reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from the general funds of the City subsequent to sixty (60) days prior to today.
- (b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$11,250,000.
- (c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City for a capital expenditure made pursuant to this resolution.

6. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are hereby repealed.

AYES: Members \_\_\_\_\_  
\_\_\_\_\_

NAYS: Members \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
City Clerk

I HEREBY CERTIFY that the attached is a true and complete copy of a resolution adopted by the City Commission of the City of Birmingham, County of Oakland, State of Michigan, at a regular meeting held on July 20, 2020, and that the meeting was conducted and public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as temporarily modified by Governor Whitmer's Executive Order No. 2020-129 and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

\_\_\_\_\_  
City Clerk



**EXHIBIT A**

**PARKS AND RECREATION BOND PROPOSAL**

Shall the City of Birmingham, Oakland County, Michigan, borrow the principal sum of not to exceed Eleven Million Two Hundred Fifty Thousand Dollars (\$11,250,000), and issue its unlimited tax general obligation bonds in one or more series, payable over a period not to exceed twenty-one (21) years from the date of issuance, to be used by the City for the purpose of paying all or part of the cost of acquiring, constructing, furnishing, equipping and renovating parks and recreation improvements, including parks, playgrounds and trail system improvements and renovations to the Birmingham Sports Ice Arena, including all appurtenances and attachments? The estimated millage to be levied in 2021 is 0.0485 mills (\$0.05 per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 0.2064 mills (\$0.21 per \$1,000 of taxable value).

YES

NO

36085432.2\008626-00031



\$11,250,000  
CITY OF BIRMINGHAM  
COUNTY OF OAKLAND, STATE OF MICHIGAN  
GENERAL OBLIGATION UNLIMITED TAX BONDS, SERIES 2021

**ESTIMATE OF COST**

	Series A \$4,750,000	Series B \$6,500,000	Total
CONSTRUCTION, ENGINEERING, AND CONTINGENCIES	\$ 4,619,650	\$ 6,343,350	\$ 10,963,000
COST OF ISSUANCE			
Bond Counsel	\$ 32,500	\$ 38,500	71,000
Registered Municipal Advisor	28,500	30,250	58,750
Official Statement	4,000	4,000	8,000
Rating Fees	14,000	15,000	29,000
MAC Fee	400	400	800
Bond Discount (1.0%)	47,500	65,000	112,500
Printing and Publishing	2,500	2,500	5,000
Michigan Treasury Fee (.02% of par \$1,000 max)	950	1,000	1,950
TOTAL COST OF ISSUANCE	\$ 130,350	\$ 156,650	\$ 287,000
TOTAL PROJECT COST	\$ 4,750,000	\$ 6,500,000	\$ 11,250,000

**17000 Kercheval Ave. Suite 230, Grosse Pointe, Michigan 48230**  
**PHONE: (313) 961-8222 FAX: (313) 961-8220**

The information contained herein was derived from sources generally recognized as reliable and does not make any representations as to correctness or completeness and has in no way been altered except to the extent that some information may be summarized, and is in no way intended to be a solicitation for orders.

\$28,105,000  
 CITY OF BIRMINGHAM  
 COUNTY OF OAKLAND, STATE OF MICHIGAN

**SCHEDULE OF DEBT SERVICE REQUIREMENTS**

**Maximum Issue Supported by .5448 Mills  
 On a Fiscal Year Basis  
 20 Years**

Year	Principal Due October 1	Interest Rate	Interest Due October 1	Interest Due April 1 <i>NEXT</i>	Total Principal & Interest Requirements	Taxable Value in 1,000	Fiscal Year Millage Requirement
2021	\$ 700,000	2.750%	\$ 386,444	\$ 376,819 *	\$ 1,463,263	\$ 2,691,050	0.5438
2022	750,000	2.750%	376,819	366,506	1,493,325	2,744,871	0.5440
2023	800,000	2.750%	366,506	355,506	1,522,013	2,799,768	0.5436
2024	855,000	2.750%	355,506	343,750	1,554,256	2,855,764	0.5443
2025	910,000	2.750%	343,750	331,238	1,584,988	2,912,879	0.5441
2026	965,000	2.750%	331,238	317,969	1,614,206	2,971,137	0.5433
2027	1,025,000	2.750%	317,969	303,875	1,646,844	3,030,559	0.5434
2028	1,090,000	2.750%	303,875	288,888	1,682,763	3,091,171	0.5444
2029	1,155,000	2.750%	288,888	273,006	1,716,894	3,152,994	0.5445
2030	1,220,000	2.750%	273,006	256,231	1,749,238	3,216,054	0.5439
2031	1,290,000	2.750%	256,231	238,494	1,784,725	3,280,375	0.5441
2032	1,360,000	2.750%	238,494	219,794	1,818,288	3,345,982	0.5434
2033	1,435,000	2.750%	219,794	200,063	1,854,856	3,412,902	0.5435
2034	1,515,000	2.750%	200,063	179,231	1,894,294	3,481,160	0.5442
2035	1,595,000	2.750%	179,231	157,300	1,931,531	3,550,783	0.5440
2036	1,680,000	2.750%	157,300	134,200	1,971,500	3,621,799	0.5443
2037	1,765,000	2.750%	134,200	109,931	2,009,131	3,694,235	0.5439
2038	1,855,000	2.750%	109,931	84,425	2,049,356	3,768,120	0.5439
2039	1,950,000	2.750%	84,425	57,613	2,092,038	3,843,482	0.5443
2040	2,045,000	2.750%	57,613	29,494	2,132,106	3,920,352	0.5439
2041	2,145,000	2.750%	29,494	-	2,174,494	3,998,759	0.5438
	<u>\$ 28,105,000</u>		<u>\$ 5,010,775</u>	<u>\$ 4,624,331</u>	<u>\$ 37,740,106</u>	<u>\$ 69,384,196</u>	<u>0.5439</u> Average

**Assumptions:**

Bonds Dated:	04/01/2021
First Interest Payment:	10/01/2021
Number of Days:	180 *
Subsequent Interest Payment:	04/01/2022
Number of Days:	180
First Principal Payment:	10/01/2021
Projected Interest Rate	2.75%
2020 Taxable Value	2,638,284,320
Growth Rate in Taxable Value	2.00%

**17000 Kercheval Ave., Suite 230, Grosse Pointe, Michigan 48230  
 PHONE: (313) 961-8222 FAX: (313) 961-8220**

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# MEMORANDUM

Office of the City Manager

**DATE:** July 1, 2020  
**TO:** City Commission  
**FROM:** Joseph A. Valentine, City Manager  
**SUBJECT:** Potential Park Bond Opportunity

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## INTRODUCTION:

Every five to six years, the City's Parks and Recreation Master Plan is updated to reflect a vision for the City's parks and recreation facilities: their operations, maintenance, and enhancements for the next several years. This plan also forms the basis for potential recreation grant funding from the Michigan Department of Natural Resources (MDNR) and other agencies and foundations. In addition, municipal funding options are explored, as applicable, to achieve the desired improvements. One such option is the potential for a Parks and Recreation Bond as the last bond issuance for park improvements occurred in 2008. With current bond debt expiring in fiscal years 2021 and 2024, there is an opportunity to replace this retiring debt with new debt service, which would be less than the debt being retired, and achieve the goals of the Parks and Recreation Master Plan, if desired.

## BACKGROUND:

The last Parks and Recreation Bond was authorized in 2001 and issued in two series; one in 2002 in the amount \$16,122,688 and another in 2008 in the amount of \$4,014,789. Since 2002, updates to the Parks and Recreation Master Plan occurred in 2006, 2011 and 2018. In November of 2019, a priority list was presented to the City Commission in follow-up to the most recently adopted plan. In January of 2020 at the City's Long Range Planning meeting, the opportunity for a potential Parks and Recreation Bond was presented as an option for funding future parking improvements. With the onset of COVID-19 this spring, this discussion was tabled as the City assessed the economic and operational challenges that were presented in this new environment. At the regular meeting of June 22, 2020, the Commission requested this item be brought back for consideration given the opportunity for a November ballot question was approaching.

The filing deadlines for county and local proposals are governed by the State of Michigan Secretary of State and a copy of their 2020 Michigan elections dates' summary is attached. Ballot wording of county or local proposals to be presented at the November general election (November 3, 2020) must be certified to the County Clerk by 4:00pm on August 11, 2020. With this prerequisite, bond counsel has advised the regular meeting of July 20, 2020 would be the optimal meeting to approve ballot language to be placed on the November ballot, should the Commission elect to do so.

In anticipation of a local ballot proposal moving forward by the City Commission, draft Ballot language has been prepared by bond counsel. This language is below.

*PARKS AND RECREATION BOND PROPOSAL*

*Shall the City of Birmingham, Oakland County, Michigan, borrow the principal sum of not to exceed Eleven Million Two Hundred Fifty Thousand Dollars (\$11,250,000), and issue its unlimited tax general obligation bonds in one or more series, payable over a period not to exceed twenty-one (21) years from the date of issuance, to be used by the City for the purpose of paying all or part of the cost of acquiring, constructing, furnishing, equipping and renovating parks and recreation improvements, including parks, playgrounds and trail system improvements and renovations to the Birmingham Sports Ice Arena, including all appurtenances and attachments? The estimated millage to be levied in 2021 is 0.0485 mills (\$0.05 per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 0.2064 mills (\$0.21 per \$1,000 of taxable value).*

YES

NO

The bonding amount of \$11,250,000 was derived from the priority list presented in November of 2019, which was in the amount of 12,195,000. In the current fiscal year 2020-2021 budget, funds have been budgeted in the amount of \$2 million to address the needed replacement of mechanical equipment at the City's ice arena. This reduced the original priority list amount to \$10,195,000. This amount did not include bonding costs or allow for any inflationary impacts given the timeframe from development of the budget estimates to implementation. The proposed amount of \$11,250,000 takes into account bonding costs and inflation and is a not to exceed amount. The intention would be to continue to issue bonds in two series or phases so a planned group of projects could be completed before additional bonds were needed to be issued for the remaining elements. The first series could be issued in 2021 when current debt service would be retiring and again in 2024 when exist debt service would again be retired. The retirements of existing debt service would be more than the debt service added for a Parks and Recreation Bond in the amount of \$11,250,000.

Funding for the first series of bonds would address projects and programs that already have concept plans prepared and could be moved forward to implementation rather quickly. This would be in the amount of \$4,750,000. The remaining projects would require further work to either develop or finalize concept plans and this could be initiated during the first phase. Then for the second phase, projects would be ready for implementation beginning in 2024 when the next series of bonds were issued. This would be in the amount of \$6.5 million.

FISCAL IMPACT:

The opportunity for a Parks and Recreation Bond would be in a not to exceed amount established by the ballot language approved by the Commission. In addition to bond funding, other funding opportunities can be explored such as possible state and federal grants, crowdfunding initiatives and private contributions.

Presuming the full amount is bonded, the impact on the City's overall debt service would be minimal. Public Act 279 of 1909 sets a debt limit of 10% of the total assessed valuation of both real and personal property. Currently, the City's debt limit is \$344,532,318. The City's outstanding debt limit as of June 20, 2020 was \$9,539,280 or 3% of its debt limit. Assuming an \$11,250,000 Parks and Recreation Bond broken into two bond series of approximately \$4,750,000 in 2021 and \$6.5 million in 2024 with a 21 year debt service, the average fiscal year millage requirement would be .2064 mills. The impact on the City's overall debt levy is outlined below.

	2020-21 Required Millage	2021-22 Required Millage	2022-23 Required Millage	2023-24 Required Millage	2024-25 Required Millage
Existing City Debt Levy	1.0099	.5448	.5140	.5507	.1156
1 <sup>st</sup> Bond Series	0	.0485	.0476	.0467	.0975
2 <sup>nd</sup> Bond Series	0	0	0	0	.0740
Total	1.0099	.5973	.5616	.5974	.2871

As noted above the existing City debt levy would reduce in 2021 with existing sewer bonds being paid off and reduce again in 2024 with the first Parks and Recreation Bond being paid off. The average annual impact to the taxpayer with a taxable value of \$250,000 is \$51.60 (based on an average required mill levy of .2064) over a 21 year debt service for the bonds.

#### LEGAL REVIEW:

Staff have been working with the City's bond counsel, Miller Canfield, in the preparation of the draft bond language. Bond counsel has also been involved in the development of the bond schedules in conjunction with our municipal finance advisors, Bendzinski & Co. Copies of the draft ballot language and bond schedules are attached.

#### PUBLIC COMMUNICATIONS

To assist in a public information campaign of a potential Parks and Recreation Bond proposal, staff has obtained a proposal from our current contracted communications firm, Van Dyke\*Horn, to assist with educating the community about the ballot question, if desired. Van Dyke\*Horn has worked in close partnership with organizations and coalitions to deliver integrated and impactful communications campaigns in support of public policy and ballot initiatives. A copy of their proposal is attached for review.

Should the Commission wish to engage Van Dyke\*Horn, they have proposed a project fee of \$30,000 to cover the 17-18 week campaign, excluding significant out-of-pocket expenses and production costs which are outlined in their proposal. These expenses could be reimbursable under the bond, if it was decided to apply them in this manner.

#### SUMMARY

This information has been provided in order to assess if there is a desire to move forward with a Parks and Recreation Bond at this time. The work by the Parks and Recreation Board in the development of the Parks and Recreation Master Plan and related priority list carry forward the interest of the community for respective park enhancements. Bonding for these

enhancements at this time would take advantage of the City's AAA bond rating, large debt capacity, upcoming diminishing debt service, the appeal for municipal bonds in the market and allows for improvements to occur in the near term. For a November 2020 ballot question, timing is essential if the decision is made to proceed. Additionally, the economic environment resulting from COVID-19 may be a consideration as well.

In order to determine if there is a desire to move forward with a ballot question for a Parks and Recreation Bond for this November, it is recommended to set the date of July 20, 2020 for further discussion and any action to be taken on this effort for this year.

**ATTACHMENTS:**

- Original Parks & Recreation Priority List
- Revised Parks & Recreation Priority List
- Schedule of Debt Service and Millage Requirements
- Draft Bond Resolution
- 2020 Michigan Election Dates Summary
- Communication program proposal

**SUGGESTED RESOLUTION:**

To set the date of July 20, 2020 to consider approval of a local ballot proposal to be presented at the November general election for a parks and recreation bond in support of the Parks and Recreation Master Plan.


## Recommended Parks & Recreation Bond Priority List



Phase I	Cost Estimate
Adams Park Development	\$ 700,000
Booth Park Phase III Entry plaza with gardens and seating	\$ 300,000
Ice Arena New Refrigeration System Locker Room Expansion	\$ 5,100,000
Springdale Park Playground	\$ 350,000
Crestview Playground	\$ 250,000
Howarth Playground	\$ 150,000
Pickleball	\$ 150,000
Trail Improvements New Trail Entry/Plazas, Accessible material upgrades, stream bank preservation	\$ 300,000
<b>Total Phase I</b>	<b>\$ 7,300,000</b>


Phase II	Cost Estimate
Lincoln Well & Pumphouse Park Playground	\$ 350,000
Linden Park Playground	\$ 150,000
Pembroke Playground/Shelter	\$ 400,000
St. James Playground	\$ 300,000
Splash Pad	\$ 500,000
Poppleton Park New Inclusive Playground Area including drainage improvements	\$ 1,020,000
Kenning Park Playground, Fields 1 & 4, New Walking Path	\$ 1,200,000
Springdale Golf Course- new irrigation and cart paths	\$ 525,000
Trail Improvements Connect Willits to Maple at Museum- New stone steps, accessible crushed limestone path, river overlook, benches, retaining walls and plant material	\$ 450,000
<b>Total Phase II</b>	<b>\$ 4,895,000</b>
<b>TOTAL:</b>	<b>\$ 12,195,000</b>



## Recommended Parks & Recreation Bond Priority List

Schedule I	Cost Estimate
Adams Park Development	\$ 700,000
Booth Park Corner Feature	\$ 300,000
Ice Arena Building Improvements	\$ 3,100,000
Pickleball Court	\$ 150,000
Rouge River Trail Corridor Improvements	\$ 300,000
<b>Total Schedule I</b>	<b>\$ 4,750,000</b> 

Schedule II	Cost Estimate
Lincoln Well & Pumphouse Park- Inclusive Playgrounds	\$ 350,000
Linden Park Inclusive Playground	\$ 150,000
Pembroke Park Inclusive Playground/Shelter	\$ 400,000
St. James Park Inclusive Playground	\$ 300,000
Springdale Park Inclusive Playground	\$ 350,000
Crestview Park Inclusive Playground	\$ 250,000
Howarth Park Inclusive Playground	\$ 150,000
Splash Pad	\$ 500,000
Poppleton Park Inclusive Playground and Drainage Improvements	\$ 1,020,000
Kenning Park Inclusive Playground and Field Improvements	\$ 1,200,000
Springdale Golf Course Irrigation Improvements	\$ 525,000
Rouge River Trail Corridor Improvements	\$ 450,000
<b>Total Schedule II</b>	<b>\$ 6,500,000</b> 
<b>TOTAL:</b>	<b>\$ 11,250,000</b> 

 Includes Bond Issuance Costs and Inflation

\$11,250,000  
 CITY OF BIRMINGHAM  
 COUNTY OF OAKLAND, STATE OF MICHIGAN  
 UNLIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2021 AND SERIES 2024

**SCHEDULE OF DEBT SERVICE AND MILLAGE REQUIREMENTS**

Fiscal Year Beginning July 1	2016 EXISTING BONDS					2021 BONDS					2024 BONDS					2021 & 2024	2021 & 2024 BONDS MILLAGE		TOTAL	TOTAL MILLAGE	
	Principal Due October 1	Interest Rate	Interest Due October 1	Interest Due April 1 NEXT	Total Principal & Interest Requirements	Principal Due October 1	Interest Rate	Interest Due October 1	Interest Due April 1 NEXT	Total Principal & Interest Requirements	Principal Due October 1	Interest Rate	Interest Due October 1	Interest Due April 1 NEXT	Total Principal & Interest Requirements	Total Principal & Interest Requirements	Taxable Value in 1,000	July 1 Millage Requirement	Total Principal & Interest Requirements	Taxable Value in 1,000	July 1 Millage Requirement
2019	\$ -	0.000%	\$ -	\$ 114,550	\$ 114,550	\$ -	2.750%	\$ -	\$ -	\$ -	\$ -	3.250%	\$ -	\$ -	\$ -	\$0	\$2,497,255 <sup>1</sup>	0.0000	\$114,550	\$2,497,255 <sup>1</sup>	0.0459
2020	2,460,000	2.000%	114,550	89,950	2,664,500	-	2.750%	-	-	-	-	3.250%	-	-	-	0	2,638,284 <sup>1</sup>	0.0000	2,664,500	2,638,284 <sup>1</sup>	1.0099
2021	1,310,000	2.000%	89,950	76,850	1,476,800	-	2.750%	65,313	65,313	130,625	-	3.250%	-	-	-	130,625	2,691,050	0.0485	1,607,425	2,691,050	0.5973
2022	1,270,000	2.000%	76,850	64,150	1,411,000	-	2.750%	65,313	65,313	130,625	-	3.250%	-	-	-	130,625	2,744,871	0.0476	1,541,625	2,744,871	0.5616
2023	1,450,000	5.000%	64,150	27,900	1,542,050	-	2.750%	65,313	65,313	130,625	-	3.250%	-	-	-	130,625	2,799,768	0.0467	1,672,675	2,799,768	0.5974
2024	280,000	4.000%	27,900	22,300	330,200	150,000	2.750%	65,313	63,250	278,563	-	3.250%	105,625	105,625	211,250	489,813	2,855,764	0.1715	820,013	2,855,764	0.2871
2025	280,000	4.000%	22,300	16,700	319,000	150,000	2.750%	63,250	61,188	274,438	-	3.250%	105,625	105,625	211,250	485,688	2,912,879	0.1667	804,688	2,912,879	0.2763
2026	280,000	4.000%	16,700	11,100	307,800	150,000	2.750%	61,188	59,125	270,313	70,000	3.250%	105,625	104,488	280,113	550,425	2,971,137	0.1853	858,225	2,971,137	0.2889
2027	280,000	4.000%	11,100	5,500	296,600	175,000	2.750%	59,125	56,719	290,844	80,000	3.250%	104,488	103,188	287,675	578,519	3,030,559	0.1909	875,119	3,030,559	0.2888
2028	275,000	4.000%	5,500	-	280,500	175,000	2.750%	56,719	54,313	286,031	100,000	3.250%	103,188	101,563	304,750	590,781	3,091,171	0.1911	871,281	3,091,171	0.2819
2029	-	0.000%	-	-	-	200,000	2.750%	54,313	51,563	305,875	390,000	3.250%	101,563	95,225	586,788	892,663	3,152,994	0.2831	892,663	3,152,994	0.2831
2030	-	0.000%	-	-	-	245,000	2.750%	51,563	48,194	344,756	400,000	3.250%	95,225	88,725	583,950	928,706	3,216,054	0.2888	928,706	3,216,054	0.2888
2031	-	0.000%	-	-	-	250,000	2.750%	48,194	44,756	342,950	420,000	3.250%	88,725	81,900	590,625	933,575	3,280,375	0.2846	933,575	3,280,375	0.2846
2032	-	0.000%	-	-	-	260,000	2.750%	44,756	41,181	345,938	435,000	3.250%	81,900	74,831	591,731	937,669	3,345,982	0.2802	937,669	3,345,982	0.2802
2033	-	0.000%	-	-	-	265,000	2.750%	41,181	37,538	343,719	450,000	3.250%	74,831	67,519	592,350	936,069	3,412,902	0.2743	936,069	3,412,902	0.2743
2034	-	0.000%	-	-	-	270,000	2.750%	37,538	33,825	341,363	465,000	3.250%	67,519	59,963	592,481	933,844	3,481,160	0.2683	933,844	3,481,160	0.2683
2035	-	0.000%	-	-	-	300,000	2.750%	33,825	29,700	363,525	480,000	3.250%	59,963	52,163	592,125	955,650	3,550,783	0.2691	955,650	3,550,783	0.2691
2036	-	0.000%	-	-	-	330,000	2.750%	29,700	25,163	384,863	495,000	3.250%	52,163	44,119	591,281	976,144	3,621,799	0.2695	976,144	3,621,799	0.2695
2037	-	0.000%	-	-	-	340,000	2.750%	25,163	20,488	385,650	510,000	3.250%	44,119	35,831	589,950	975,600	3,694,235	0.2641	975,600	3,694,235	0.2641
2038	-	0.000%	-	-	-	360,000	2.750%	20,488	15,538	396,025	525,000	3.250%	35,831	27,300	588,131	984,156	3,768,120	0.2612	984,156	3,768,120	0.2612
2039	-	0.000%	-	-	-	365,000	2.750%	15,538	10,519	391,056	545,000	3.250%	27,300	18,444	590,744	981,800	3,843,482	0.2554	981,800	3,843,482	0.2554
2040	-	0.000%	-	-	-	375,000	2.750%	10,519	5,363	390,881	560,000	3.250%	18,444	9,344	587,788	978,669	3,920,352	0.2496	978,669	3,920,352	0.2496
2041	-	0.000%	-	-	-	390,000	2.750%	5,363	-	395,363	575,000	3.250%	9,344	-	584,344	979,706	3,998,759	0.2450	979,706	3,998,759	0.2450
	\$ 7,885,000		\$ 429,000	\$ 429,000	\$ 8,743,000	\$ 4,750,000		\$ 919,669	\$ 854,356	\$ 6,524,025	\$ 6,500,000		\$ 1,281,475	\$ 1,175,850	\$ 8,957,325	\$ 15,481,350		0.2064*	\$ 24,224,350		0.3492

\* Average

<sup>1</sup> Actual taxable value

2016 Existing Bonds:	
Bonds Dated:	10/01/2019
First Interest Payment:	04/01/2020
Number of Days:	180 *
Subsequent Interest Payment:	10/01/2020
Number of Days:	180
First Principal Payment:	10/01/2020

2021 Bond Assumptions:	
Bonds Dated:	04/01/2021
First Interest Payment:	10/01/2021
Number of Days:	180 *
Subsequent Interest Payment:	04/01/2022
Number of Days:	180
First Principal Payment:	10/01/2024
Projected Interest Rate:	2.75%
2020 Taxable Value (in 1,000s):	\$2,638,284,320
Growth Rate in Taxable Value:	2.00%

2024 Bond Assumptions:	
Bonds Dated:	04/01/2024
First Interest Payment:	10/01/2024
Number of Days:	180 *
Subsequent Interest Payment:	04/01/2025
Number of Days:	180
First Principal Payment:	10/01/2026
Projected Interest Rate:	3.25%
2020 Taxable Value (in 1,000s):	\$2,638,284,320
Growth Rate in Taxable Value:	2.00%

**17000 Kercheval Ave, Suite 230, Grosse Pointe, Michigan, 48230**  
**PHONE: (313) 961-8222 FAX: (313) 961-8220**

The information contained herein was derived from sources generally recognized as reliable and does not make any representations as to correctness or completeness and has in no way been altered except to the extent that some information may be summarized, and is in no way intended to be a solicitation for orders.

**RESOLUTION SUBMITTING PARKS AND RECREATION BOND PROPOSAL**

**CITY OF BIRMINGHAM**  
County of Oakland, State of Michigan

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Minutes of a regular meeting of the City Commission of the City of Birmingham, County of Oakland, State of Michigan, conducted electronically in conformity with Governor Whitmer's Executive Order No. 2020-129, on the 20<sup>th</sup> day of July, 2020, at 7:30 p.m., prevailing Eastern Time.

PRESENT: Members \_\_\_\_\_

ABSENT: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the City Commission (the "City Commission") of the City of Birmingham (the "City") has determined that it is necessary to pay all or part of the cost of acquiring, constructing, furnishing, equipping and renovating parks and recreation improvements, including parks, playgrounds and trail system improvements and renovations to the Birmingham Sports Ice Arena, including all appurtenances and attachments? (the "Project"); and

WHEREAS, the City Commission has determined that the City should borrow money in an amount not to exceed Eleven Million Two Hundred Fifty Thousand Dollars (\$11,250,000), and issue unlimited tax general obligation bonds of the City, in such amount for the purpose of paying part of the cost of the Project; and

WHEREAS, the City Commission has determined that a proposal to issue bonds for the Project shall be submitted to the qualified electors of the City at the general election to be held in the City on Tuesday, November 3, 2020 (the "Election Date"); and

WHEREAS, in order for the bond proposal to be submitted to the qualified electors, it is necessary for the City Commission to certify the ballot wording of the proposal to the City Clerk and to the County Clerk of the County of Oakland (the "County Clerk"), as required by Act 116, Public Acts of Michigan, 1954, as amended (the "Michigan Election Law").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The bond proposal attached hereto as Exhibit A (the "Bond Proposal") shall be submitted to a vote of the qualified electors of the City on the Election Date.
2. The ballot wording of the Bond Proposal is hereby certified to the City Clerk and

the County Clerk for submission to the City's electors on the Election Date. The City Clerk is hereby authorized and directed to file this Resolution and/or complete any such forms, certificates or documents as may be required by the County Clerk to evidence the foregoing certification and/or submission by no later than 4:00 p.m. on Tuesday, August 11, 2020.

3. The City Clerk and the County Clerk are hereby directed to (a) post and publish notice of last day of registration and notice of election as required by the Michigan Election Law; and (b) have prepared and printed, as provided by the Michigan Election Law, ballots for submitting the bond proposal at the election, which ballots shall contain the Bond Proposal, or the proposition shall be stated as a proposal on the voting machines, which ballots may include other matters presented to the electorate on the same date.

4. The estimated millage rate in the first year and simple average annual millage rate set forth in the Bond Proposal, which have been prepared for the City by Bendzinski & Co., financial advisors to the City, are reasonable estimates of such millage rates based on current assumptions.

5. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) If the ballot proposal is approved by the electors, the City reasonably expects to reimburse itself with proceeds of the Bonds for certain costs of the Project which were paid or will be paid from the general funds of the City subsequent to sixty (60) days prior to today.
- (b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$11,250,000.
- (c) A reimbursement allocation of the capital expenditures described above with the proceeds of the Bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the Bonds to reimburse the City for a capital expenditure made pursuant to this resolution.

6. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are hereby repealed.

AYES: Members \_\_\_\_\_  
\_\_\_\_\_

NAYS: Members \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

\_\_\_\_\_  
City Clerk

I HEREBY CERTIFY that the attached is a true and complete copy of a resolution adopted by the City Commission of the City of Birmingham, County of Oakland, State of Michigan, at a regular meeting held on July 20, 2020, and that the meeting was conducted and public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as temporarily modified by Governor Whitmer's Executive Order No. 2020-129 and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

\_\_\_\_\_  
City Clerk

**EXHIBIT A**

**PARKS AND RECREATION BOND PROPOSAL**

Shall the City of Birmingham, Oakland County, Michigan, borrow the principal sum of not to exceed Eleven Million Two Hundred Fifty Thousand Dollars (\$11,250,000), and issue its unlimited tax general obligation bonds in one or more series, payable over a period not to exceed twenty-one (21) years from the date of issuance, to be used by the City for the purpose of paying all or part of the cost of acquiring, constructing, furnishing, equipping and renovating parks and recreation improvements, including parks, playgrounds and trail system improvements and renovations to the Birmingham Sports Ice Arena, including all appurtenances and attachments? The estimated millage to be levied in 2021 is 0.0485 mills (\$0.05 per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 0.2064 mills (\$0.21 per \$1,000 of taxable value).

YES

NO

36085432.1\008626-00031



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## PROPOSAL MEMORANDUM

TO: Ms. Lauren Wood  
Department of Public Services  
851 S. Eton Road  
Birmingham, MI 48009 248-530-1700

MEMO NO.  
PROJECT: LANDSCAPE RENOVATION  
**Adams Park**  
Birmingham, MI

FROM: Michael J. Dul *Michael J Dul*

RE: **Proposal for Professional Service**

DATE: December 28, 2020

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This is our proposal for continuing Landscape Architectural services for the renovation of Adams Park with the intent to facilitate city and various stakeholder consensus for the design and budget direction. Michael J. Dul & Associates, Inc. will provide ideas in the form of a Master Plan for site grading and drainage, fencing, and the arrangement of use areas such as hard surface play, various site elements and landscape.

### Work Scope

*BASE MAP:* A base map will be prepared from survey information provided by the City. MJD&A will verify all trees and site elements and incorporate them into a base plan.

*PRELIMINARY DEVELOPMENT PLAN:* A Landscape Development Plan will illustrate the proposed design for treatment of the ground plane and the arrangement of site elements including hard surface play area, play equipment, benches, fencing, retaining walls, irrigation, landscape beds, shrubs, perennials and ornamental grasses.

*PRELIMINARY COST ESTIMATE:* A Preliminary Cost Estimate will be prepared (based on professional guesstimates). Revisions will be provided to update the Landscape Development Plan.

*CITY & STAKEHOLDER MEETINGS:* Required meetings for Design Review Board, Roeper School, Park Board, City Commission, neighborhood groups and any other required meetings are included (8 public meeting allotment). This proposal does not include Bid Documents, Bid Process, Construction Management or professional services during construction.

### Client Investment

Professional fee for the proposed services is \$7,500 plus \$175 allotment for customary reimbursables such as printing, express mail & travel (\$0.60 per mile).

Additional service such as public meetings (above the 8 allotted), presentation graphics, construction documents, contractor bid procedure, construction site inspection trips, shop drawing review, punch lists, will be invoiced at our current hourly rate schedule in addition to the above fixed fee. Our current hourly rate schedule: Principal (MJD) \$200; Project Manager (PMF) \$150; Landscape Architect (TS; MC) \$125.

To the maximum extent permitted by law, the Client agrees to limit the Landscape Architect's liability for the Client's damages to the sum equal to the Landscape Architect's professional fee. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

If you approve this proposal, please return a signed copy at your earliest convenience.

We welcome this opportunity to be of service and look forward to working together with you again on this project site. Please feel free to phone our office at (248) 644-3410 should you have any question or concerns about this proposal.

Approved by:

NAME

DATE



**SCHEDULE - ADAMS PARK**

January, 2021	'21											'22						
	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A
<b>REVIEW</b>																		
Review Site																		
Survey Review																		
<b>CONCEPT REVIEW</b>																		
Review Previous Program Statement																		
Assemble Concepts																		
Review Previous Budget																		
<b>STAKEHOLDER NOTES / SCOPE</b>																		
Roeper School																		
Park Board																		
Neighborhood Residents																		
<b>PROGRAM STATEMENT</b>																		
<b>PRELIMINARY DEVELOPMENT</b>																		
Develop Updated Plan																		
Preliminary Cost Estimate																		
<b>FINAL APPROVAL MEETINGS</b>																		
Roeper School																		
Park Board																		
Neighborhood Residents																		
<b>CONSTRUCTION DRAWINGS &amp; SPECS</b>																		
<b>BIDDING PROCEDURE</b>																		
<b>AWARD CONTRACTS</b>																		
<b>CITY COMMISSION APPROVAL</b>																		
<b>CONSTRUCTION</b>																		
<b>PROJECT COMPLETION</b>																		



# Parks and Recreation Bond Timeline

Long Range Planning Session

January 23, 2021



Presented by: Carrie Laird, Parks and Recreation Manager

# Parks and Recreation Bond Priority List

## History of List:

- June 2018- City Commission directive- Parks & Rec Board
- Capital Projects Sub-Committee
- 2018 Parks & Recreation Master Plan (5 year plan)
- Public Input
- Considerations:
  - Critical Needs/Program deficiencies
  - Projects in Que/Phases
  - Geographical Location in comparison to other completed or planned projects
  - Project Readiness

### Recommended Parks & Recreation Bond Priority List

Schedule I	Cost Estimate
Adams Park Development	\$ 700,000
Booth Park Corner Feature	\$ 300,000
Ice Arena Building Improvements	\$ 3,100,000
Pickleball Court	\$ 150,000
Rouge River Trail Corridor Improvements	\$ 300,000
<b>Total Schedule I</b>	<b>\$ 4,750,000</b> ★

Schedule II	Cost Estimate
Lincoln Well & Pumphouse Park- Inclusive Playgrounds	\$ 350,000
Linden Park Inclusive Playground	\$ 150,000
Pembroke Park Inclusive Playground/Shelter	\$ 400,000
St. James Park Inclusive Playground	\$ 300,000
Springdale Park Inclusive Playground	\$ 350,000
Crestview Park Inclusive Playground	\$ 250,000
Howarth Park Inclusive Playground	\$ 150,000
Splash Pad	\$ 500,000
Poppleton Park Inclusive Playground and Drainage Improvements	\$ 1,020,000
Kenning Park Inclusive Playground and Field Improvements	\$ 1,200,000
Springdale Golf Course Irrigation Improvements	\$ 525,000
Rouge River Trail Corridor Improvements	\$ 450,000
<b>Total Schedule II</b>	<b>\$ 6,500,000</b> ★
<b>TOTAL:</b>	<b>\$ 11,250,000</b> ★

★ Includes Bond Issuance Costs and Inflation

# Parks and Recreation Bond Priority List

- 2 Schedules
- Schedule I: \$4,750,000
- Schedule II: \$6,500,000
- Total Bond: \$11,250,000
- Vote! Approval 70% YES in November 2020

## Recommended Parks & Recreation Bond Priority List

Schedule I	Cost Estimate
Adams Park Development	\$ 700,000
Booth Park Corner Feature	\$ 300,000
Ice Arena Building Improvements	\$ 3,100,000
Pickleball Court	\$ 150,000
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Rouge River Trail Corridor Improvements	\$ 450,000
<b>Total Schedule II</b>	<b>\$ 6,500,000</b> ★
<b>TOTAL:</b>	<b>\$ 11,250,000</b> ★

★ Includes Bond Issuance Costs and Inflation

# 1<sup>st</sup> Bond Issue

- 1<sup>st</sup> Issue: targeting May 2021
- \$4,750,000
- Recommendation is to complete projects 3-5 years
- Planning & Budgeting Underway

**LET'S PLAY**  
BIRMINGHAM, MICHIGAN *Parks & Recreation*



## Schedule I

## Cost Estimate

Adams Park Development	\$	700,000
Booth Park Corner Feature	\$	300,000
Ice Arena Building Improvements	\$	3,100,000
Pickleball Court	\$	150,000
Rouge River Trail Corridor Improvements	\$	300,000
<b>Total Schedule I</b>	<b>\$</b>	<b>4,750,000</b> ★

# 2<sup>nd</sup> Bond Issue

- Not Yet Determined (anticipated 2024)
- \$6,500,000
- Recommendation is to complete projects 3-5 years

Schedule II	Cost Estimate
Lincoln Well & Pumphouse Park- Inclusive Playgrounds	\$ 350,000
Linden Park Inclusive Playground	\$ 150,000
Pembroke Park Inclusive Playground/Shelter	\$ 400,000
St. James Park Inclusive Playground	\$ 300,000
Springdale Park Inclusive Playground	\$ 350,000
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Springdale Golf Course Irrigation Improvements	\$ 525,000
Rouge River Trail Corridor Improvements	\$ 450,000
<b>Total Schedule II</b>	<b>\$ 6,500,000</b> ★
<b>TOTAL:</b>	<b>\$ 11,250,000</b> ★



# Schedule I – 2021-2024

- Ice Arena - November 2020 – Late September 2021
  - Plante Moran Cresa- Consultant/Owners Rep (November 2020)
  - Andrus Architecture- A/E Design Services (January 11, 2021)
  - Kick-off Meeting with Architect (January 12, 2021)
  - Site Visit with Andrus (January 14, 2021)

CITY OF BIRMINGHAM ICE SPORTS ARENA RENOVATION/ADDITION  
REQUEST FOR PROPOSAL (RFP) – ARCHITECTURAL/ENGINEERING DESIGN SERVICES  
ATTACHMENT B.2 – PRELIMINARY SCHEDULE  
DECEMBER 2, 2020

---

**Preliminary Schedule**

The schedule descriptions below are intended to give a general overview of the program being considered by the Owner. Once engaged, the A/E firm will consult with the Owner, PMC, and the Owner's other Vendors to determine the phasing and delivery of the design and procurement. Once determined, a formal schedule will be drafted.

**Milestone Design and Construction Timeline Activities:**

• Issue A/E Design Services RFP	December 2, 2020
• A/E Design Services RFP Due Date	December 17, 2020
• Anticipated A/E Interviews (if required)	Week of December 21, 2020
• A/E Contract Negotiations	December 23, 2020 – January 4, 2021
• CB Parks & Recreation Meeting	January 5, 2021
• CB Commission A/E Recommendation	January 11, 2021
• A/E Kick-Off Meeting	January 12, 2021
• Design Validation Phase	January 22, 2021 – January 15, 2021
• Design Development Phase	January 15, 2021 – February 9, 2021
• Owner Review of DD Documents	February 9, 2021 – February 11, 2021
• Construction Document Phase	February 11, 2021 – March 4, 2021
• Issue Documents for Bid	March 10, 2021
• Receive Bids	March 24, 2021 (2 weeks)
• Evaluate GC Bids, Interviews	March 24, 2021 – March 30, 2021
• CB Commission GC Recommendation	April 12, 2021
• GC Award	April 13, 2021
• Mechanical Equipment Order	April 13, 2021 – July 6, 2021 (12 weeks) *
• Construction and Administration Phase	April 13, 2021 – November 8, 2021
• Owner Occupancy	September 20, 2021

\*A/E may assist the CB with issuing an early mechanical equipment bid package related to ice plant and dehumidification systems prior to General Contractor engagement.



- Bid out for Construction (March 2021)
- Construction (April - September 2021)



# Schedule I – 2021-2024

- Adams Park- February 2021- August 2022
  - Michael J. Dul – Landscape Architectural Services (February 2021) Preliminary Development Plan/Cost Estimate
  - Stakeholders/neighborhood/community input (March-August 2021) Review Design: Neighborhood Groups, Roeper School, Parks and Recreation Board, City Commission
  - Prepare Bid Documents for Construction (September 2021)
  - Issue RFP for Construction (October 2021)
  - Parks and Recreation Board recommendation (November 2021)
  - City Commission award (December 2021)
  - Construction May 2022-August 2022



# Schedule I – 2021-2024

- Booth Park Corner Feature

- Michael J. Dul – Landscape Architectural Services (November 2021)  
Preliminary Development Plan/Cost Estimate
- Stakeholders/neighborhood/community input (December 2021-April 2022)  
Review Design- Neighborhood Groups, Parks and Recreation Board, City Commission
- Prepare Bid Documents for Construction (May 2022-June 2022)
- Issue RFP for Construction (July 2022)
- Parks and Recreation Board recommendation (September 2022)
- City Commission award (October 2022)
- Construction (Late winter/early spring 2023)





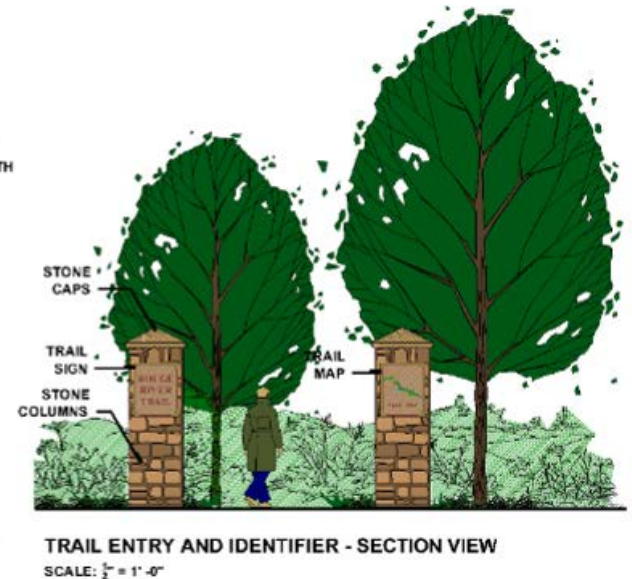
# Schedule I – 2021-2024

- Pickleball (March 2021 – April 2022)
  - Explore and present options for location Parks and Recreation Board (March –May 2021) Public Input
  - Finalize location, Prepare RFP for construction (June 2021-July 2021)
  - Parks and Recreation Board recommendation (Sept-Oct 2021)
  - City Commission Award (October 2021)
  - Construction (Spring 2022)



# Schedule I – 2021-2024

- Rouge River Trail Corridor – Trail Entry & Identifier (various locations) 2021-2024
  - Parks and Recreation Board Sub-Committee- Trails (2021)
  - Identify/confirm locations- Entry points/Accessible Look-out areas
  - Select Trail Consultant
  - Public engagement
  - Construction (2023-2024)



# Schedule I – 2021-2024

- Begin Planning & Budgeting for Schedule II Improvements
  - Meet with neighborhood groups – Playgrounds (2021)
  - Playground vendors- at least 2 – (RFQ's)
  - Determine potential locations for Splash Pad
  - Continue Trail Improvement planning- Birmingham Museum



# Considerations

- Maintenance- labor and material costs
- Unanticipated New Projects (Chesterfield Fire Station)
- Budget Annually
- Public Engagement: input/meetings/design review
- Consultant procurement- various projects- trails, playgrounds, etc.
- Leveraging Bond \$ with grants/donations/public-private partnerships
- Designs: accessibility
  - environmental stewardship
  - parking
  - lighting/decorative fencing



# QUESTIONS?

The logo features the text "LET'S PLAY" in a large, bold, red, sans-serif font. Below this, "BIRMINGHAM, MICHIGAN" is written in a smaller, red, sans-serif font. To the right of "BIRMINGHAM, MICHIGAN", the words "Parks & Recreation" are written in a red, cursive script font.

**LET'S PLAY**  
BIRMINGHAM,  
MICHIGAN *Parks & Recreation*

- [bhamgov.org/parksbond](http://bhamgov.org/parksbond)
- Carrie Laird, Parks and Recreation Manager
- Lauren Wood, Director of Public Services

# Birmingham Sports Ice Arena Financial Forecast

Long Range Planning Session  
January 23, 2021



Presented by: Robert Stempien, Plante Moran Cresa  
Lauren Wood, Director of Public Services

Communication/Discussion Item#1b



plante moran | cresa

# Birmingham Ice Sports Arena

City of Birmingham Commission Long Range Planning Meeting 1-23-21



## Additional Ice Rental Opportunities:

- Spring/Summer (4 months)
- Spring Hockey Leagues
- Summer Camps
- BU Hockey







**Utility Cost Reduction +/- 20%**

**Team Locker Room Lease**

**Eliminate Compressor Maint.**

**Meeting Room Rental:**

- **Birthday/Skating Parties**
- **Meetings**



# Birmingham Ice Sports Arena – Revenue vs. Expenses

Revenue Average (8 Month Operation) = \$614,248

Expense Average (8 Month Operation) = \$640,002

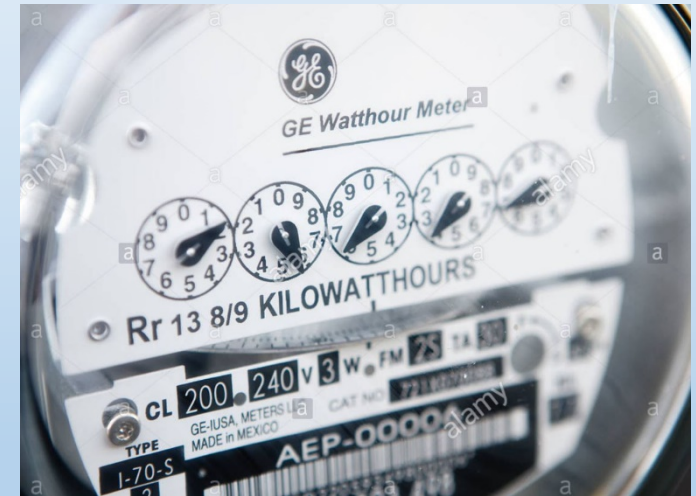
Operating Loss Average = **(\$25,754)**

Utility Cost Average = \$171,903

Electric \$109,155

Gas \$39,383

Water \$23,265



Estimated 20% Utility Savings = **\$34,380**

*Averages based on 9-year historical data (2011-2012 to 2019-2020, fiscal year ending 6-30)*

# Birmingham Ice Sports Arena – Revenue vs. Expenses

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Team Locker Room Lease = **\$10,000**





# Birmingham Ice Sports Arena – Revenue vs. Expenses

Eliminate Yearly Compressor Maintenance = **\$8,000**



Meeting Room Rental: Skate/Birthday = **\$12,000**

*\$200/party x 5 parties per month*

Meeting Room Rental: other functions = **\$3,900**

*\$65/hour x 5 rentals per month*





# Birmingham Ice Sports Arena – Revenue vs. Expenses

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Revenue: Extended 4-month Operation = **\$220,000**

*Ice Rink rental at 75%, classes, open skate, skate rental, concessions*

Expenses: Extended 4-month Operation = **(\$120,000)**

*Electric, gas, water, operating supplies, concessions, instructors*

Expenses: Staffing Costs = **(\$80,000)**

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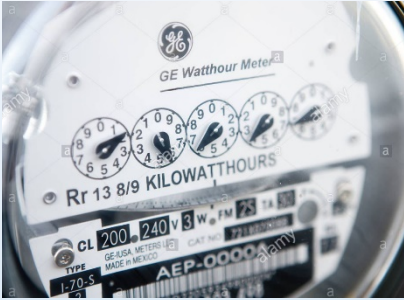
**\$20,000**



*Note: All budgets are approximate and based on historical cost information and revenue or expense assumptions. Actual numbers may vary.*

# Birmingham Ice Sports Arena – Revenue vs. Expenses

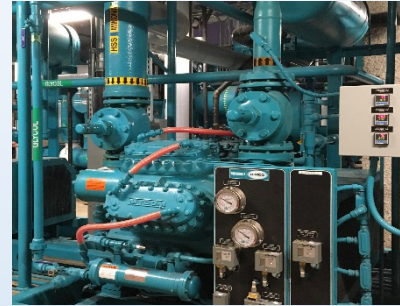
Potential Additional Revenue = **\$88,280**



*Utility Savings*



*Locker Room Lease*



*Maintenance Savings*



*Meeting Room Rental*

Historical Average Yearly Loss = **(\$25,754)**

Projected Yearly Revenue = **\$62,526**

*Note: All budgets are approximate and based on historical cost information and revenue or expense assumptions. Actual numbers may vary.*



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## Capital Projects Sub-Committee Progress Report

January 5, 2021

From: City of Birmingham Parks & Recreation Board Capital Projects Sub-Committee  
(Heather Carmona, Susan Collins, John Rusche  
Lauren Wood, Carrie Laird and Connie Folk)

To: Parks & Recreation Board

The third meeting of the sub-committee was on January 5.

We recognize that citizen engagement is particularly important as we move forward. We are looking for opportunities to place key decisions on the City Commission agenda, with time for the public to be made aware and participate.

### Ice Arena

1. We discussed progress in anticipation of upcoming meetings: January 5, P&R Board; January 11 City Commission; January 23 City Commission Long Range Planning.
2. Bids for Architect/Engineering services were received and opened on December 17, 2020. About 50 firms received the RFP through the Michigan Inter-Governmental Trade Network (MITN) and through Plante Moran Cresa (PMC). We are recommending Andrus Architecture at \$286,900. The next closest bidders were MSA Design at \$346,000 and IMEG at \$398,300. This is good, but why a difference of \$59,100 and \$111,400? Could be Andrus is a smaller, Michigan-based firm, and very experienced with ice arenas having done 26 rinks in eight states.
3. The PMC PowerPoint will be used with the P&R Board and City Commission. It includes some history and discussion of several alternatives we looked at. Slide 6 shows a "new addition" at a cost of \$7,650,000. We are not pursuing that. Graphically it would be a good idea to put a red cross through it to clarify that this is not part of the bond plans moving forward. Consider moving slide 14 "Reasons for Improving the CB Ice Sports Arena" earlier in the presentation. Slide 5 "Revenue vs. Expenses" shows a relatively break-even situation. Non-residents pay their fair-share. And this new year-round facility is likely to bring in greater revenue. Birmingham has a reputation for "great ice," and this investment will only enhance that.
4. We reviewed the Ice Arena revenue and expenditure report. These will be provided periodically to the P&R Board for review, similar to the golf report. We clarified that the fiscal year is July 1 through June 30. Future versions will include more detailed description and breakdown of various line items.
5. We reviewed a GANTT chart to assist in managing the bond projects timeline and for presentations as needed. It was recommended to display weekly deadlines rather than daily.
6. Lauren's agenda items for the January 23 City Commission Long Range Planning meeting will include ice arena and bond. Could be earlier in the meeting, maybe 9 a.m. We are all invited.

PERIOD ENDING 12/31/2020

ACCOUNT	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	ACTIVITY FOR MONTH 12/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000.000						
CHARGES FOR SERVICES						
639.0001	CLASSES	120,000.00	20,935.00	0.00	99,065.00	17.45
646.0001	ADULT OPEN SKATE FEES	18,000.00	215.50	5.00	17,784.50	1.20
646.0002	CHILDREN OPEN SKATE FEES	17,000.00	22.00	10.00	16,978.00	0.13
646.0003	MAIN ARENA RENTAL	410,000.00	104,140.80	36,027.80	305,859.20	25.40
646.0004	STUDIO ARENA RENTAL	14,000.00	1,209.00	0.00	12,791.00	8.64
646.0005	SHOW & ADMISSIONS	39,000.00	0.00	0.00	39,000.00	0.00
646.0006	SKATE RENTAL	9,000.00	0.00	0.00	9,000.00	0.00
646.0007	CONCESSION SALES	40,000.00	4.72	0.00	39,995.28	0.01
646.0008	COIN LOCKERS	300.00	0.00	0.00	300.00	0.00
646.0010	VENDING	600.00	6.73	0.00	593.27	1.12
646.0011	ADVERTISING	6,700.00	0.00	0.00	6,700.00	0.00
CHARGES FOR SERVICES		674,600.00	126,533.75	36,042.80	548,066.25	18.76
Total Dept 000.000		674,600.00	126,533.75	36,042.80	548,066.25	18.76
TOTAL REVENUES		674,600.00	126,533.75	36,042.80	548,066.25	18.76
Expenditures						
Dept 752.000 - ICE SPORTS ARENA						
PERSONNEL SERVICES						
702.0001	SALARIES & WAGES DIRECT	200,850.00	63,816.73	17,286.89	137,033.27	31.77
702.0002	OVERTIME PAY	6,900.00	2,129.32	433.58	4,770.68	30.86
702.0003	LONGEVITY	1,770.00	1,491.49	1,491.49	278.51	84.26
706.0001	FICA	16,120.00	5,106.03	1,470.04	11,013.97	31.68
706.0002	HOSPITALIZATION	32,320.00	9,782.34	2,344.62	22,537.66	30.27
706.0003	LIFE INSURANCE	410.00	136.64	32.13	273.36	33.33
706.0004	RETIRE CONTRIB HEALTH	17,990.00	9,474.83	1,824.43	8,515.17	52.67
706.0005	DENTAL/OPTICAL	1,520.00	490.51	115.69	1,029.49	32.27
706.0006	LT/ST DISABILITY	990.00	314.54	73.34	675.46	31.77
706.0007	WORKER'S COMPENSATION	3,090.00	703.75	199.91	2,386.25	22.78
706.0010	RETIREMENT EMPLOYER CNTB	10,110.00	4,812.96	802.16	5,297.04	47.61
706.0011	HRA BENEFIT	170.00	0.00	0.00	170.00	0.00
706.0012	RETIREMNT-DEF CONTR EMPLR	2,680.00	254.87	57.12	2,425.13	9.51
706.0013	RET HLTH SVGS CONTR EMPLR	1,870.00	351.21	82.53	1,518.79	18.78
PERSONNEL SERVICES		296,790.00	98,865.22	26,213.93	197,924.78	33.31
SUPPLIES						
729.0000	OPERATING SUPPLIES	19,000.00	15,687.38	1,569.26	3,312.62	82.57
740.0000	FOOD & BEVERAGE	30,000.00	48.53	0.00	29,951.47	0.16
SUPPLIES		49,000.00	15,735.91	1,569.26	33,264.09	32.11
OTHER CHARGES						
811.0000	OTHER CONTRACTUAL SERVICE	30,000.00	19,104.83	1,514.08	10,895.17	63.68
818.0100	INSTRUCTORS	45,000.00	3,016.61	455.25	41,983.39	6.70
851.0000	TELEPHONE	6,000.00	4,598.23	1,525.57	1,401.77	76.64
901.0000	PRINTING & PUBLISHING	4,000.00	509.61	0.00	3,490.39	12.74
920.0000	ELECTRIC UTILITY	110,000.00	36,131.69	0.00	73,868.31	32.85
921.0000	GAS UTILITY CHARGES	40,000.00	5,876.32	0.00	34,123.68	14.69
922.0000	WATER UTILITY	25,000.00	4,837.76	0.00	20,162.24	19.35
930.0300	ICE SHOW EXPENSE	46,421.42	54.42	0.00	46,367.00	0.12
941.0000	EQUIPMENT RENTAL OR LEASE	35,000.00	17,560.18	2,924.76	17,439.82	50.17
OTHER CHARGES		341,421.42	91,689.65	6,419.66	249,731.77	26.86
CAPITAL OUTLAY						
977.0000	BUILDINGS	0.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Total Dept 752.000 - ICE SPORTS ARENA		687,211.42	206,290.78	34,202.85	480,920.64	30.02
TOTAL EXPENDITURES		687,211.42	206,290.78	34,202.85	480,920.64	30.02
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		674,600.00	126,533.75	36,042.80	548,066.25	18.76
TOTAL EXPENDITURES		687,211.42	206,290.78	34,202.85	480,920.64	30.02

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 12/31/2020

ACCOUNT	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 12/31/2020	ACTIVITY FOR MONTH 12/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
	NET OF REVENUES & EXPENDITURES	(12,611.42)	(79,757.03)	1,839.95	67,145.61	632.42

# Staying Informed about the Parks and Recreation Bond

**Parks and Recreation Board Meeting**

**February 2, 2021**



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[www.bhamgov.org/parksbond](http://www.bhamgov.org/parksbond)



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## LET'S PLAY

BIRMINGHAM, MICHIGAN *Parks & Recreation*

The votes are in, and the Birmingham Parks and Recreation Bond was approved by more than 70% of voters! Thank you for helping to ensure beautiful parks and superior recreation opportunities in our community. The Parks and Recreation Board and City staff will provide public engagement opportunities to plan and prepare for upcoming parks projects. We anticipate the early projects will include: Adams Park, Booth Park corner feature and improvements at the Ice Arena. Keep an eye on this webpage for next steps and project updates!

### Background Information

Learn about the history of the bond with videos and frequently asked questions on the [Parks & Rec Bond Background Information webpage](#).

### Ice Arena Renovation/Addition Project Awarded to Andrus Architecture

The City of Birmingham recently awarded the Birmingham Ice Arena Architectural and Engineering Services project to Andrus Architecture in the amount not to exceed \$288,900.00. Ice Arena improvements will include the following:

# City of Birmingham Website

## Background Information:

[www.bhamgov.org/parksbondbackground](http://www.bhamgov.org/parksbondbackground)



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# Parks & Recreation Bond Background Information

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### ✉ E-mail Notify

On November 3, 2020, Birmingham voters overwhelmingly approved the Birmingham Parks and Recreation Bond. The Parks and Recreation Board and City staff will provide public engagement opportunities to plan and prepare for upcoming parks projects. Learn about next steps at [www.bhamgov.org/parksbond](http://www.bhamgov.org/parksbond).

### Parks & Recreation Bond Background Information

Videos to educate the community about the Parks & Recreation Bond Opportunity:

**LET'S EDUCATE**  
BIRMINGHAM, MICHIGAN *Parks & Recreation*





# City of Birmingham Website

## Ice Sports Arena Renovation/Addition Project:

[www.bhamgov.org/icearena](http://www.bhamgov.org/icearena)



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### **Birmingham Ice Sports Arena/Parks & Recreation**

**Location:** 2300 East Lincoln, Birmingham, MI 48009

**Phone:** 248.530.1642

Our Parks and Recreation Office is located at the Birmingham Ice Sports Arena.

For assistance contact city staff at 248.530.1642 or email [cfolk@bhamgov.org](mailto:cfolk@bhamgov.org).

Visit <https://play.bhamgov.org> to make a tennis court reservation and to request a park or request Springdale Shelter.

#### Birmingham Ice Sports Arena

The Birmingham Ice Sports Arena offers skating opportunities for those of all ages. Whether you want to rent ice for a party, participate in open skating, or register for skating lessons, the Arena offers something for everyone! Located on the Kenning Park property, the indoor arena contains a regulation sized ice rink with bleacher seating for 960 spectators. A smaller, studio arena is used for lessons and skating parties within the complex.

The Arena is also the home of the Birmingham Unified Kings, the combined hockey team of Seaholm and Groves High Schools.

#### **Birmingham Ice Sports Arena Renovation/Addition Project**

Ice Arena Renovation/Addition Project Awarded to Andrus Architecture

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# Constant Contact

## Sign Up for Parks and Recreation Bond Updates

*bit.ly/bhamnews*



### Sign up to stay in touch!

Thank you for your interest in being in Constant Contact with the City of Birmingham. By signing up for this service, the City will send you messages about a variety of topics that interest you, in addition to important updates regarding your home or neighborhood. Sign up for one or all of these electronic notification groups by completing the information below, and click "Sign Up."

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- Ice Arena Events & Information
- News for Businesses
- Parks & Recreation Bond
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# LET'S PLAY

BIRMINGHAM,  
MICHIGAN

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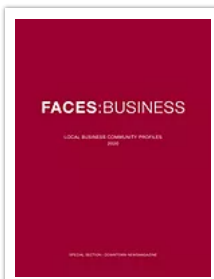
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- Birmingham Commission

## Lots of fun outdoor activities in Birmingham

Staying indoors isn't the only option this winter. Residents and visitors are encouraged to take advantage of all that Birmingham has to offer this winter season.

As soon as the snow flies, so do the sleds. The hills are waiting at Lincoln Hills Golf Course, Booth Park and the Birmingham Museum. Lincoln Hills Golf Course is also a great location for cross-country skiing and snowshoeing. Rental equipment is not provided, but visitors are welcome to bring their own skis and snowshoes and enjoy the peaceful, yet challenging course. Residents should call Lincoln Hills at (248) 530-1670 before visiting. For more information on sledding locations, visit [bhamgov.org/parks](http://bhamgov.org/parks).

Like to twirl on the ice or hit the puck? When weather conditions allow for a safe ice surface, residents are encouraged to grab their ice skates and head over to the Barnum Park Ice Rink, located off of Pierce near George. City crews work hard to maintain the rink – however users are welcome to shovel any snow accumulation to clear an area for skating. Hockey is permitted at the rink from 8 a.m. – 10 a.m. and 2 p.m. – 4 p.m. daily. Signs will be posted indicating the condition of the ice. For more information on outdoor skating at Barnum Park, visit [bhamgov.org/outdoorskating](http://bhamgov.org/outdoorskating).

The Rouge River trails are a special gem located in the heart of the city, and nature lovers can access more than two miles of beautiful Rouge River trails right here in Birmingham. With many access points and options, visitors can take a short walk or plan a longer hike. A map of the trail system can be viewed and downloaded at [bhamgov.org/rougetrails](http://bhamgov.org/rougetrails).

The city's parks aren't open only in the warm months – they're ideal in all weather conditions. Whether you're looking for a place to let the kids run and climb or an open area for recreational activity, Birmingham has you covered. Each of Birmingham's 26 parks is unique and amenities include play structures, hiking trails, sports fields, tennis courts and more. When the weather is mild and snow is scarce, tennis is available for physical exercise outdoors. New this year, the tennis nets will remain in place for visitors to enjoy throughout the winter months, weather permitting. Tennis courts are available at Crestview, Kenning, West Lincoln, Pembroke, Poppleton, Quarton and St. James parks. For a complete list of park amenities and locations, visit [bhamgov.org/parks](http://bhamgov.org/parks).

Masks and social distancing are required in all locations.

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