



**Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, February 1, 2022
6:30 PM**

- I. Call to order**
- II. Roll Call**
- III. Approval of the minutes of: Tuesday, January 11, 2022(*regular meeting*)**
- IV. Agenda Items**-Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.
 - 1. Design Services for Pickleball Courts
 - 2. Design Services for Trail Improvements
- V. Communications/Discussion Items**
 - 1. Parks and Recreation Board Sub-Committees
 - 2. Project Updates (verbal)
 - a) Adams Park
 - b) Ice Arena Operations
 - c) Winter Sports
 - 3. LiveBarn Launch
 - 4. Long Range Planning Meeting-Presentations
 - a) Parks & Recreation Bond Dollars Recap
 - b) Parks & Recreation Bond Project Overview
 - c) Lincoln Hills & Springdale Golf Course Initiatives
- VI. Unfinished Business**
- VII. New Business**
- VIII. Open To The Public for Items Not On the Agenda**

IX. Next Regular Meeting – Tuesday, March 1, 2022

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.

The highly transmissible COVID-19 Delta variant is spreading throughout the nation at an alarming rate. As a result, the CDC is recommending that vaccinated and unvaccinated personnel wear a facemask indoors while in public if you live or work in a substantial or high transmission area. Oakland County is currently classified as a substantial transmission area. The City has reinstated mask requirements for all employees while indoors. The mask requirement also applies to all board and commission members as well as the public attending public meetings.

Should you have any statement regarding the above, you are invited to attend the meeting in person or virtually through
ZOOM: <https://zoom.us/j/98191466679> **Meeting ID:** 981 9146 6679
You may also present your written statement to:
City of Birmingham, Parks and Recreation Board
851 South Eton, Birmingham, Michigan 48009 prior to the meeting.

PARKS AND RECREATION BOARD MEETING MINUTES
January 11, 2022

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

MEMBERS PRESENT:

Heather Carmona
Susan Collins
Pam Graham
Ross Kaplan
Anne Lipp
Dominick Pulis
John Rusche

MEMBERS ABSENT:

Ellie Noble

ADMINISTRATION:

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

GUESTS:

Maryann Bruder, Angela Kadro, Anne Lipp and
Susan Muskovitz

It was moved by Pulis, seconded by Kaplan to approve the minutes of the Tuesday, December 7, 2021 regular meeting as amended.

Ayes,

Heather Carmona, Susan Collins, Pam Graham,
Ross Kaplan, Anne Lipp, Dominick Pulis and
John Rusche

Nays,

None

Absent,

Ellie Noble

**Agenda item #1: Nomination of 2022 Parks and Recreation Board
Chairperson/Vice-Chairperson**

Collins nominated Carmona as Chairperson; Carmona accepted the nomination.

ROLE CALL VOTE:

Ayes,	Heather Carmona, Susan Collins, Pam Graham, Ross Kaplan, Anne Lipp, Dominick Pulis and John Rusche
Nays,	None
Absent,	Ellie Noble

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

ROLE CALL VOTE:

Ayes,	Heather Carmona, Susan Collins, Pam Graham, Ross Kaplan, Anne Lipp, Dominick Pulis and John Rusche
Nays,	None
Absent,	Ellie Noble

Chairperson Carmona announced the next item on the agenda is
Communication/Discussion Item #1 Oakland County Parks and Recreation Park
Improvements Grant Program.

Chairperson Carmona recused herself from the Parks and Recreation Board meeting as
the item is related to Adams Park, Carmona recused herself from the conversation due
to her conflict of interest with Adams Park.

Vice Chairperson Pulis step in for Carmona.

**COMMUNICATION/DISCUSSION ITEM #1: Oakland County Parks and
Recreation Park Improvements Grant Program**

Vice-Chairperson Pulis stated that a communication was received on this opportunity, it
is time sensitive with an application deadline of April 14, 2022 and asked PM Laird to
proceed on the background discussion.

PM Laird stated that DPS Director Wood sent put an email to the Parks and Recreation
Board that administration would be asking for City Commission to authorize the
application for the Oakland County Parks and Recreation Park Improvements Grant
Application and was approved was approved by the City Commission at the January 10,
2022 meeting which will be included in the application as it is a requirement for the
grant.

PM Laird stated that Oakland County has a few grant programs available with the passing of the Oakland County mileage. Oakland County has dedicated a portion of the funding towards grant programs.

PM Laird stated that are pre-development grants, development grants there is \$1.2 million allocated this fiscal year through the county for these programs. The City of Birmingham is eligible to apply for a development grant for park improvement and Adams Park was selected as Carmona mentioned.

PM Laird stated the that DPS Director Wood feel that the application is strong with this project compared to the other City of Birmingham projects that are in the works right now. PM laird stated at the most the city would qualify for a pre-development for pickleball. PM laird stated even with that, the city does not have all the required documentation that the application calls for.

PM laird stated that there is a lot of good back up documentation for Adams Park such as good public engagement and support.

PM Laird stated that application guide is included in the Parks and Recreation Board packet. The City of Birmingham has a park design, the project has been identified in the City of Birmingham Five-year Parks and Recreation Master Plan, ADA compliance and sustainability are worked in the design.

PM Laird has been in contacted with grant project advisor and grant applications are due Friday, January 14, 2022, as mention by Pulis.

PM Laird stated that the City of Birmingham can only apply for on project per fiscal year but funding will be available through 2029. PM Laird stated if the city is awarded the city would have to skip one year and then the city could apply the following year for funding for future projects, unless the project is still open. PM laird stated the city could potentially apply four more times moving forward.

Graham questioned about the schedule, that the award of funds are is in April, 2022, and possibly there would be decisions or contract awards on part of Adams Park project around that time or before that time is there a commitment that the award of this does not slow down the schedule of Adams Park.

PL Laird stated that the grant is a reimbursement grant and it will not slow down Adams Park project.

Rusche stated that the administration needs to figure out how to times some of the capital improvement projects to sync up with this grant funding.

Kaplan asked if the city does not get it for the park system is there an opportunity for the trailways grant program.

PM Laird stated that the city has to pick one or the other and she had asked that same question and it has to be one application per fiscal year, per category so park improvement or trailways. So you can't apply for both in the same year.

Pulis stated similar to what Rusche mentioned considering the opportunity in the trail development grant category a maximum amount of \$200,000 it would behoove the city to strategically align the trail efforts that the city has been working on with what would be the next sequential opportunity, rather if it is next fiscal year or the following year depending on the status of the Adams Park grant application.

Pulis stated this would be a fantastic opportunity to jump start our trail development in Birmingham.

Rusche asked how many other communities might be applying for the grant and what is the total that Oakland County is willing to fund?

PM Laird stated that she attended a webinar that was well attended by other local municipalities. PM Laird stated allocated of the 1.2 million, \$450,000 for the park improvement funding and \$750,000 for trails the max amount for the park improvements is the \$100,000, so the city is asking for the max.

PM Laird stated she could ask the project advisor that question and Laird will let the Parks and Recreation Board know but not sure what information may be shared.

Collins asked PM Laird if the city is asking for the max and if they don't give the city max would the county still allocate \$25,000 or \$50,000.

PM Laird stated that is possible and the county can adjust the requested grant amount.

COMMUNICATION/DISCUSSION ITEM #2: Project Updates (verbal)**1. Adams Park**

PM Laird stated that the department is underway with the design and specifications and hope to get the bid out in short order. PM laird stated that administration are meeting with the neighborhood group, the architect Michael J. Dul & Associates and DPS Director Wood and herself will be on a zoom call with the neighborhood association surrounding Adams Park to review the play area elements and some of the parks features from feedback that has been received on the city's engage sites.

Graham stated that DPS Director Wood stated in an email that there was a letter from Roeper stating their commitment to fund the track elements at of Adam Park which will stay in the Adams Park design.

PM Laird confirmed there has been a commitment from Roeper School on their letterhead. PM Laird stated this is beneficial when applying for the Oakland County grant application since it is considered a project partner and it is meeting a need as well.

Pulis asked what the next opportunity for public engagement is. PM laird stated that the pre-design of Adams Park is complete for public engagement. PM Laird went on to say the city is at the design level. PM laird stated once the bids are received then it will be brought back in front of the Parks and Recreation Board before it goes to City Commission.

PM Laird stated the public could attend the Parks and Recreation Board meeting prior to the item is sent to City Commission for approval.

Rusche asked when the Adams Park design would be presented. PM Laird stated hopefully at the March 1, 2022 Parks and Recreation Board.

Carmona rejoined the Parks and Recreation Board.

2. Pickleball

PM Laird stated at the December 7, 2021 the Parks and Recreation Board approved the department to proceed with the proposal from Foresite Design, Inc. at the City Commission level but the proposal from Foresite Design, Inc. was just received on Friday, January 7, 2022.

PM Laird stated there is still time before it is sent to City Commission so the proposal from Foresite Design, Inc., to proceed with design, construction documents and construction administration at the February 1, 2022 Parks and Recreation Board meeting with plans to go to the very next City Commission meeting for award to bring on a consultant.

PM Laird stated the city has engaged the services of Nowak and Fraus through our engineering department since the city is under contract with them already.

PM Laird stated that Nowak and Fraus was asked to move forward on a survey, which includes topography, site utilities and city boundaries. The city is getting a head start on the project and Nowak and Fraus and they are able to start within the next month or so.

Carmon asked if the engineering survey will just be done at Kenning or at the other two suggested sites as well. PM Laird stated just at Kenning.

Pulis asked at what point the city officially communicates that the Parks and Recreation Board has selected Kenning and that pickleball is moving forward to help set expectations to the public.

Carmon stated the decision to move forward for installation of pickleball at Kenning Park was discussed at the December 7, 2021 Parks and Recreation Board meeting.

Pulis stated that a decision was decided at the Parks and Recreation Board meeting but for example he did not think another email blast went out, external facing. PM Laird stated it was included in the City Manager's report to the City Commission.

DPS Director Wood stated it is contingent on the Nowal and Fraus survey as well so administration did allow for some wiggle worm in case there are any site complications and administrative review internally too so administration still have those steps to go through.

Pulis stated he is not asking for anything special but when it is ready the appropriate tools to communicate to the public should be used.

3. Donation Opportunity

RC Folk stated that the department is working on a donation program that is part of our recreation software that would allow for donations to be made on-line on our recreation based program that is on the City of Birmingham website. RC Folk stated that the purpose of this service would allow for donations to be made to a particular park project on-line or it may be used to donate towards the In the Park Concert Series.

RC Folk stated there will be set dollar limits that can be made on-line and if the amount exceeds the limits the potential donor would contact the office. PM Laird stated it is just in the testing mode and is not available yet.

Kaplan asked if this program would fall into a 501(c) (3) or a write off when you go to the website as what was set-up for Booth Park. RC Folk stated there still needs to be discussion with the city finance department on handling that part of the process.

RC Folk the memorial donation program will stay in the place and this would be a new program to allow for donating to a particular park project.

Carmona stated that she wants to make an observation that she thinks that one thing the city wants to be cognizant of is typically there is restricted and unrestricted if you look at different buckets.

Carmona stated the city wants to be cautious and to make sure it lines with the donation policy because what the city does not want to happen is if a prospective donor makes a contribution it has to fall in the guidelines established for the parks.

PM Laird stated that the concept design will be part of the donation page for the particular project and there are set donation limits when donating to these projects.

4. Winter Sports

PM Laird stated that Lincoln Hills Winter Sports will be open 10am -5pm for sledding and cross country skiing. The clubhouse will not be open but a portable restroom will be available to the public and the best thing to do is to contact the Lincoln Hills Clubhouse for additional information and is updated on a regular basis.

PM Laird also stated that Booth Park sledding hill is open.

PM Laird stated that the Barnum Park Outdoor rink will be opening soon as well.

**COMMUNICATION/DISCUSSION ITEM #3 Long Range Planning-Saturday,
January 22, 2022, 8:30 am Municipal Building**

RC Folk 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:

Rusche asked about the annual ice show.

Lipp recused herself from the Parks and Recreation Board meeting as she is a current Figure Skating Club of Birmingham (FSCB) board member.

RC Folk stated that there has been a meeting set to discuss the Ice Show with the president and treasurer of the FSCB and there will be further information to follow.

No Action was taken by the Parks and Recreation Board

Lipp rejoined the meeting.

NEW BUSINESS:

DPS Director Wood stated there was a recent change to the open meeting act. DPS Director Wood stated that after December 31, 2021 only members of the public bodies who are absent due to military duty may participate remotely for public meetings.

No Action was taken by the Parks and Recreation Board

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

Lipp recused herself from the Parks and Recreation Board meeting as she is a current Figure Skating Club of Birmingham (FSCB) board member.

Muskovitz introduced herself and the other FSCB board members introduced themselves as well.

Muskovitz stated that they are at the Parks and Recreation Board meeting to learn about the Parks and Recreation Board. Muskovitz thanked everyone involved in making the improvements at the Birmingham Ice Sports Arena possible and the ice skating community are loving the new facility.

Muskovitz would like to advocate for the ice show to be done earlier as later in the year understanding the late opening of the Birmingham Ice Sports Arena this year due to the construction. Muskovitz stated that the FSCB would like to partner with the City of Birmingham for the annual ice show.

Collins stated to the Parks and Recreation Board the history of the ice show and how it has become a big part of the community.

Graham stated she would like at a later Parks and Recreation Board meeting information on the revenue sources of the Birmingham Ice Sports Arena.

Carmona stated the next regular meeting will be held on Tuesday, February 1, 2022 at 6:30 pm at 851 South Eton.

Meeting was adjourned at 7:44 pm
Connie J. Folk, Recreation Coordinator

Parks and Recreation Board Meeting 1/11/2022



MEMORANDUM

Department of Public Services

DATE: January 26, 2022

TO: Parks and Recreation Board Members

FROM: Carrie Laird, Parks and Recreation Manager

SUBJECT: Design Services for Pickleball Courts

INTRODUCTION:

At the December 7, 2021 Parks and Recreation Board Meeting, the Kenning Park location for Pickleball Courts was supported by the Parks and Recreation Board, and recommended to forward on to the City Commission for their consideration. Included in the resolution, and supported by the Parks and Recreation Board was to proceed with design services including construction and bid documents, however, at the time staff did not yet have a proposal from Foresite Design for these costs. We have received the proposal, dated January 7, 2022, for your review, and to formalize support to proceed with recommendation to the City Commission.

BACKGROUND:

New Pickleball Courts is a priority project as part of the approved Parks and Recreation Bond, approved November of 2020, and incorporated in the first bond issue. The estimate as part of the first bond issue to build new Pickleball Courts was at the time \$150,000.

A robust public engagement took place over the course of several months in 2021, to request input on a Pickleball location. Behind the scenes, staff was working with Foresite Design, a local architect specializing in athletic and recreational facilities including court sports, to perform site evaluations and preliminary concept plans.

Considerations throughout the process of selecting a Pickleball Court location include, but are not limited to: number of pickleball courts to offer per site, site amenities including shade structures and gathering areas, parking, current uses of the park, future planned projects, proximity to nearby residents, and ADA accessibility. Goals were set to provide at least 6-8 pickleball courts at the selected location, have adequate parking available nearby, and to maintain existing park fields, playground and court areas.

The Kenning Park location proved to be the best location, meeting the criteria listed above, and happened to also be the number one most popular site from surveys conducted on Engage Birmingham.

The next step is to proceed with professional services, design services including Construction drawings for Pickleball Courts. Staff recommends continuing services with Foresite Design.

LEGAL REVIEW:

The City attorney will review the proposal and agreement between the Consultant, Foresite Design, and the City prior to the City Commission agenda.

PUBLIC COMMUNICATIONS:

This project has been a reoccurring communication item on the Parks and Recreation Board agenda since May, 2021. Public input has been received at the board level, over Engage Birmingham surveys (2), and via email and we will continue to receive input. Pickleball Courts were also discussed during our Park Bond ReCap and Project Updates presentations at the Long Range Planning Session on January 22, 2022. The City promotes these Parks and Recreation Bond projects through its website, all forms of social media and email notifications.

SUMMARY:

The Department of Public Services recommends proceeding with design development services with Foresite Design for new Pickleball courts at the Kenning Park location. Foresite Design's proposal for this project includes plans, specifications and all aspects of the bidding process. It also includes Construction Administration including weekly site visits, review of shop drawings, and development of punch list items, among others.

Foresite Design's fee for design services, bidding and construction administration is \$9,250.

The proposal includes an opinion of probable construction costs of \$200,000 to \$260,000.

A City Departmental review of the Kenning Park location and site survey including boundaries, topo, and utilities is currently underway. This information will be included in the City Commission agenda when available.

ATTACHMENTS:

- Proposal dated January 7, 2022 from Foresite Design

SUGGESTED RESOLUTION:

To support Kenning Park as a proposed site for new Pickleball Courts, pending departmental review, and to forward to the City Commission for their consideration. Further, to recommend proceeding with design development services including construction drawings and bid documents with Foresite Design, Inc.

January 7, 2022

Carrie Laird
City of Birmingham
Department of Public Services
851 S. Eton Rd
Birmingham, MI 48009

Re: Design Services for Pickleball Courts

Dear Ms. Laird,

Thank you for the opportunity to submit a proposal for design services to the City of Birmingham. Based on site evaluations and our meetings, it is my understanding that the City of Birmingham would like to construct (8) pickleball courts at Kenning Park.

We would be happy to assist the City of Birmingham with design. Our understanding of the project scope is as follows:

- Site clearing
- Aggregate stone base and subsurface drainage
- Eight (8) new pickleball courts
 - Base Bid: post-tension concrete
 - Alternate Bid: asphalt
- New net tension systems with internal winding mechanisms
- Acrylic court surface and striping
- 6' black vinyl chainlink fence enclosure on all sides
- Provide concrete egress walkway
- Restoration of disturbed lawn areas
- Ancillary site amenities (picnic tables, benches, trash receptacles)
- Review drawings with City of Birmingham for compliance

SCOPE OF SERVICES

We have established the necessary skills and experience to create the plans, specifications, and bidding documents and have a solid working relationship with the building trades. During the course of construction, our principle objective is to ensure the project is constructed to our requirements and expectations, and the client's satisfaction. While we will be visiting the site periodically to provide Construction Monitoring & Administration, Foresite does not provide daily Construction Management services. Should the City require daily oversight of construction phases and operations associated with the intended project, we recommend a Construction Manager is hired for these services.

Construction Documents & Bidding Session

1. Refine drawings to cover full construction/bidding documents.

2. Review final usage plans with client/owner and other appropriate departments.
3. Reconfirm budget and alternate costs for project.
4. Establish a formal bidding date with the Owner
5. Develop bidding documents, including Boiler Plates and Technical Specifications
6. Develop bidding list and advertise project to specialty trades and qualified contractors.
7. Monitor bidding period to screen contractor's information and questions.
8. Evaluate Bids with City and recommend method of award.

Construction Administration

1. Develop AIA Owner/Contractor contracts
2. Monitor critical layout for proper compliance with drawings and specifications.
3. Provide weekly site visits during active construction activities.
4. Review and comment on all shop drawings submitted by Contractor.
5. Respond to Contractor's Requests for Information.
6. Review and submit approval of Contractor Payment Requests.
7. Secure all guarantees.
8. Develop final punch list and perform final walk through and acceptance with Owner.

Exclusions: Site survey, geotechnical services, & stormwater drainage calculations.

PROJECT OPINION OF COSTS

Our opinion of construction costs for this project is \$200,000 - \$260,000.

FEE STRUCTURE

Our design fee is based on a set fee, which allows us to perform all necessary tasks with the project and it allows the City a better review of alternate costs. We have found that within the development of athletic facilities, it is the scope of work that is critical to our fee structure and not the construction budget; therefore, the professional fee can be re-evaluated, if you decide to reduce or increase the scope of work.

Our fee to assist the City of Birmingham with design services, bidding, and construction administration would be \$9,250.

INSURANCE

For the protection of our clients as well as our firm, we carry insurance protection including errors and omissions, professional liability and Worker's Compensation insurance. The extent and types of insurance can be provided upon request.

PROJECT SCHEDULE

Based on the previously reviewed schedule, we intend to release this project for bidding January/February 2022. We are planning that construction will take place in the summer of 2022, as desired by the City.



Thank you for considering Foresite Design, Inc. and we look forward to the opportunity to work with the City of Birmingham on this project.

Should you have any questions with regards to the above or require any additional information, please do not hesitate to contact this office.

Sincerely,



Bruce Lemons, RLA

BSL/co

Encl: Terms & Conditions

ACCEPTANCE:

The undersigned represents that he or she is authorized to sign this proposal on behalf of the client. The undersigned warrants that he or she has read the terms of the proposal and the attached Terms & Conditions and agrees to be bound by the provisions of this proposal and the attached Terms & Conditions. The Terms & Conditions are incorporated into and made part of this proposal.

Signature

Typed or Printed

Company Name

Title





MEMORANDUM

Department of Public Services

DATE: January 27, 2022
TO: Parks and Recreation Board Members
FROM: Carrie Laird, Parks and Recreation Manager
SUBJECT: Design Services for Trail Improvements

INTRODUCTION:

Trail Improvements are identified as a priority project as part of the approved Parks and Recreation Bond and an estimate of \$300,000 for trail improvements was part of the first bond issue.

BACKGROUND:

In 2006, a Rouge River Trail Corridor Master Plan (RRTCMP) was prepared by MSCA Group, Inc. This Master Plan has several recommendations, including but not limited to, the addition of trail entry identifiers, improvement of trail connectivity with confidence markers, signage, addition of new trail, boardwalks, accessible view sites, and new bridges.

In preparation for a potential Parks and Recreation Bond, the Parks and Recreation Board worked on a priority list that included some of these trail improvements. In 2019, the anticipated amount to allocate toward trail improvements was a total of \$750,000 over 2 bond issues, the first being \$300,000.

A proposal was recently requested from MCSA Group, Inc., to prepare design development for improvements to the trail system, focusing on three (3) areas: Booth Park Trail, Museum Trail, and the Booth to Linden Trail. A project understanding is included in the proposal with more details, see attachment. City staff walked the trail with this consultant in order to determine this scope.

The proposal also includes exploring grant opportunities and applications. MCSA Group, Inc. has been successful in grant application-project awards in other municipalities.

LEGAL REVIEW:

The City attorney will review the proposal and agreement between the Consultant, MCSA Group, Inc., and the City prior to the City Commission agenda.

PUBLIC COMMUNICATIONS:

We plan to engage the Birmingham community through our public engagement platform, Engage Birmingham, and additionally will have discussion and options for improvements

presented at Parks and Recreation Board meetings as we progress. The City promotes these Parks and Recreation Bond projects through its website, all forms of social media and email notifications.

SUMMARY:

In order to proceed with the preliminary design process for trail improvements, the Department of Public Services desires to engage the consultant, MCSA Group, Inc., who prepared the RRTCMP. This is the next step, to move forward with design options and correlating cost estimates. We will then have recommendations on what improvements we are able to move forward with during this first bond issue period.

MCSA's proposal includes preparing design development for the Booth Park Trail, including a Restroom building at Booth Park, an Entrance Plaza Identifier at Willits Street, Confidence Markers and Identifiers in select locations, Accessible Connections and Overlook Areas at the Museum and elsewhere, a New Pedestrian Bridge located at Linden Park near Maple, and exploring potential Trail Connections in areas that are lacking or disjointed between Booth and Linden. It also includes preparing grant applications and coordinating required permits through EGLE, although the City would be responsible for the permit fees.

MCSA's fee for the design of the above mentioned improvements totals \$11,200.00.

ATTACHMENTS:

- Proposal dated January 11, 2022 from MSCA Group, Inc.

SUGGESTED RESOLUTION:

To support the engagement of MCSA Group, Inc. for design services for improvements to the Rouge River Trail Corridor (RRTC), and to forward to the City Commission for their consideration.



Landscape Architecture
Park & Recreation Planning
Architecture • Urban Design
Sports Facility Planning

January 11, 2022

Mrs. Carrie Laird
City of Birmingham, Parks & Recreation Manager
851 S. Eton
Birmingham, MI 48009

Dear Carrie,

I am pleased to provide the City of Birmingham with our proposal for professional services in connection with preparation of Design Development for Improvements to the Rouge River Trail Master Plan in 2006. The trail improvements will focus on the following three areas: Booth Park Trail, Museum Trail, and Booth to Linden Trail.

Our professional services would include the following:

Project Understanding

For the Booth Park Trail improvements will include the following:

1. Restroom Building at Booth Park
2. Entrance Plaza Trail Entry Identifier at Willits St
3. Existing Trail Improvements
4. Locate confidence markers (signage) to direct pedestrians to cross in safe locations. Improve crossing with Barrier Free Ramp.

For the Museum Trail improvements will include the following:

1. Accessible Trail Connection Trail from W Maple to Proposed Overlook at Birmingham Museum as proposed on the plans by Nagy Devlin Land Design including Site Walls as necessary to accommodate the slope
2. Chips and fines and boardwalk steps at Existing Trail Route
3. Trail Entry Identifier at W. Maple Road

For the Booth to Linden Trail improvements will include the following:

1. Trail Connection including chips and fines and boardwalk from Willits to Baldwin to the existing W Maple crossing to the Linden Park Trail.
2. Accessible Prefabricated Footbridge over Rouge River in Linden Park

Mrs. Carrie Laird
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Scope of Services

Our professional services for all trail improvements outlined above will include the following:

1. Meet with City staff and Trail Subcommittee to review program elements and acquire all property data. Walk site, evaluating topography; vegetation; drainage; soils; existing recreation; vehicular and pedestrian access.
2. Develop Design Development Plan on GIS Information, Survey from Atwell Hicks and HRC and as provided by the City.
3. Evaluate Pedestrian Footbridge Design alternative over the Rouge River at Linden Park
4. Prepare Cost Estimates based upon the Design Development Plan for improvements.
5. Meet with City staff to review Design Development Plans and Cost Estimates.
6. Based upon meeting, determine which Improvements will be included in Construction Drawings for Trail Improvements.
7. Apply for Michigan Natural Resources Trust Fund Grant Funding, if scoring is in line with previous grants.
8. Assist the City in obtaining a topographic survey information for the areas of work to be completed. It is our understanding that some areas have been surveyed.
9. Assist the City with obtaining soil borings in location where it may be needed.
10. Based on the topographic survey and the location FEMA floodplain elevations, complete EGLE Permit Application. Note that a pre-Application meeting may be held to expedite the process.



Landscape Architecture
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Sports Facility Planning

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Our professional fees will be based upon our actual time expended at our current hourly rates for each project are as follows:

- A. Booth Park Trail Improvements - Design Development and Cost Estimate - \$4,400
EGLE Permit \$2,000
- B. Museum Trail Improvements- Design Development and Cost Estimate - \$3,800
EGLE Permit \$2,000
- C. Booth to Linden Trail and Footbridge - Design Development and Cost Estimate –
EGLE Permit \$2,000 \$3,600

The City would be responsible for the EGLE Permit Fees. If the projects all occur at the same time, we can combine the EGLE Permits. If additional meetings are desired these would not exceed \$600.00 each.

Additional Professional Services for Construction Drawings, Bidding and Construction Administration would be 8% of the total cost of construction. We will provide a proposal with the scope of this work when the phases of construction have been identified.

Thank you for the opportunity to submit this proposal. We are prepared to meet with you and begin the work upon your authorization. We look forward to assisting you with these Trail Improvements. If we can provide any additional information, contact me or Melinda at any time.

Sincerely,

MCSA Group, Inc

Tiffany Smith
President

Accepted this _____ day of February, 2022

Carrie Laird, Parks & Recreation Manager



MEMORANDUM

Department of Public Services

DATE: January 24, 2022

TO: Parks and Recreation Board Members

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: Parks and Recreation Board Sub-Committees

During the November 10, 2020 Parks and Recreation Board meeting the Sub-Committee listing was updated by the Board to reflect active groups to work with the Department of Public Services (DPS) Administration on various projects for informational purposes only.

As a result, the current Sub-Committees include the Golf Sub-Committee, Capital Improvement Sub-Committee and Trail Sub-Committee. These groups have work sessions on an as-needed basis with DPS staff regarding various parks and recreation projects.

The purpose of a Sub-Committee is to share information and participate with the Administration on specific park projects that would eventually go before the entire Parks and Recreation Board for their support prior to going before the City Commission for approval. These Sub-Committees consist of either two (2) or three (3) Parks Board Members in order to avoid having a quorum of the Board members. These groups have been in existence in one form or another for over twenty-five (25) years to provide an informal exchange on specific items with the Department of Public Services.

The various discussions focus on such areas as, updating the Parks and Recreation Master Plan, overview of current and upcoming golf seasons at the Birmingham Golf Courses and keeping current with the Parks and Recreation Bond Projects.

Due to recent reviews of the Open Meetings Act, which is a Michigan statute requiring all meetings of a public body shall be open to the public and shall be held in places available to the general public, by the City Attorney's Office, we are recommending all Parks and Recreation Board Sub-Committees be disband.

These work sessions can be interpreted as a meeting of a public body with or without making a decision, and then in turn will require public notice and the meeting to be held in a place available to the public.

As a result, after much deliberation, unfortunately, we will no longer engage the practice of a Sub-Committee of the Parks and Recreation Board. All items for discussion, of course, will be made available during the regular Parks and Recreation Board meetings.

Parks and Recreation Bond Dollar Recap

Long Range Planning Session

January 22, 2022



Presented by: Lauren Wood, Director of Public Services

Communication/Discussion Item #4a

Sources of Bond Funding

1st Bond Issue: \$4,750,000

• Bond Proceeds	\$4,750,000.00
• Bond Premium	\$ 262,104.00
• Interest Income	\$ 9,880.30

Total Sources of Bond Funding: \$5,021,984.30



YTD Bond Expenditures

Bond Issuance Costs	\$ 108,874.50
Ice Arena Project	\$3,612,468.98
Adams Park Project	\$ 0.00
Pickleball Courts	\$ 0.00
Trail Improvements	\$ 0.00
Booth Park Corner Feature	\$ 0.00
YTD Bond Expenditures:	\$3,721,343.48

Anticipated Bond Expenditures

Bond Issuance Costs*	\$ 108,874.50
Ice Arena Project	\$3,800,000.50
Adams Park Project	\$ 725,000.00
Pickleball Courts	\$ 200,000.00
Trail Improvements	\$ 300,000.00
Booth Park Corner Feature	\$ 300,000.00
Anticipated Bond Expenditures:	\$5,433,874.50

*Actual

1st Bond Issue Overview

- Sale date: May 2021
- \$4,750,000
- Recommendation is to complete projects 3-5 years
- Planning & Budgeting Ongoing



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
Total Schedule I	\$ 4,750,000 ★

Cost Estimate vs. Cost Outlook

\$3,100,000



\$3,800,000

\$700,000



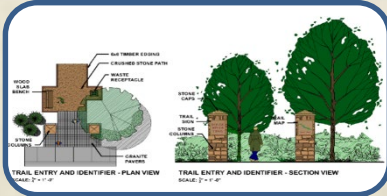
\$725,000

\$150,000



\$200,000

\$300,000



\$300,000

\$300,000



\$300,000

\$4,750,000

\$5,325,000

QUESTIONS?



- bhamgov.org/parksbond
- Lauren Wood, Director of Public Services
- Carrie Laird, Parks and Recreation Manager

Parks and Recreation Bond Project Overview

Long Range Planning Session

January 22, 2022



Presented by: Carrie Laird, Parks and Recreation Manager

Communication/Discussion Item #4b

Parks and Recreation Bond Priority List

- 2 Schedules
- Schedule I: \$4,750,000
- Schedule II: \$6,500,000
- Total Bond: \$11,250,000



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
Total Schedule I	\$ 4,750,000 ★

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
Total Schedule II	\$ 6,500,000 ★
TOTAL:	\$ 11,250,000 ★

★ Includes Bond Issuance Costs and Inflation

Ice Arena Project

Timeline:

- Nov 2020: Bond approval, PMC project award
- Dec 2020: Architect on board/Consultant team
- Feb 2021: Designs ready to bid
- March 2021: Construction Bids due
- April 2021: Contractor Award
- Nov 2021: 90% Project Completion, Arena Open!



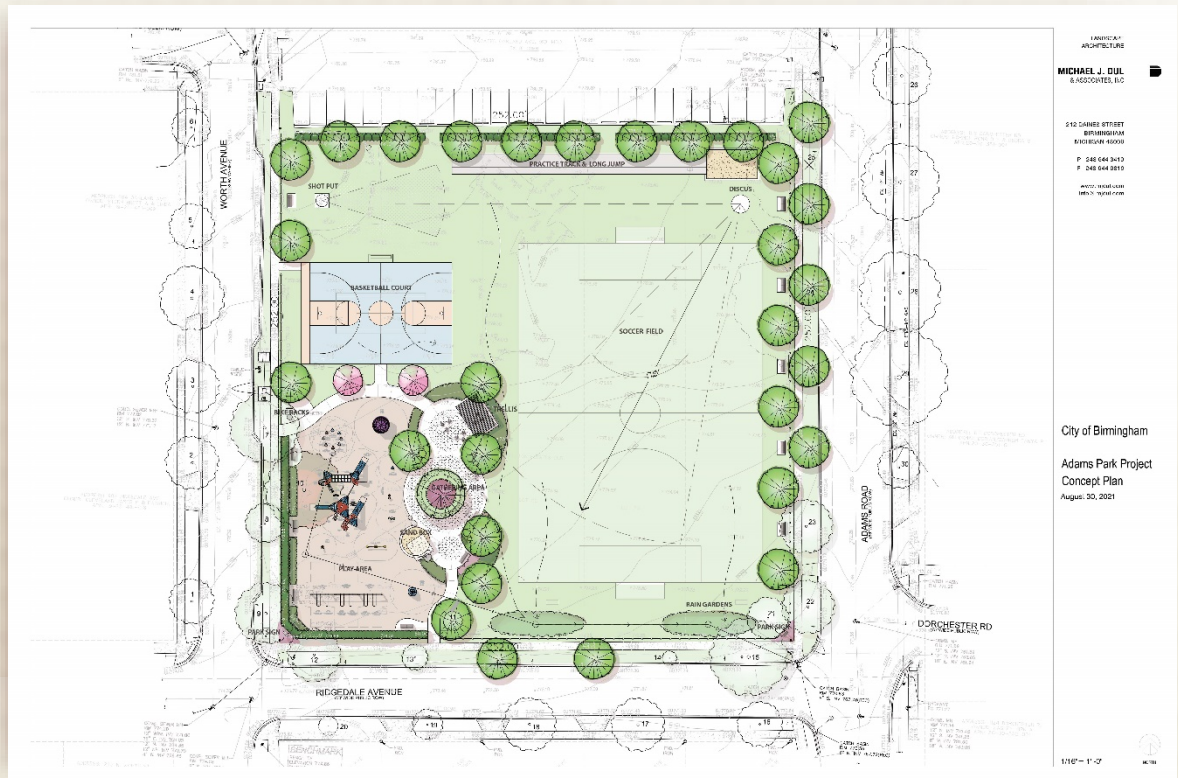
Ice Arena Project

- Project Close Out
- Party Planning
- Summer Rentals/Camps
- Party Room Rentals



Adams Park Project

- Bidding out in short order
- Award Contract March 2022
- Begin Construction June 2022
- Anticipated Completion August 2022
- Grant Opportunity



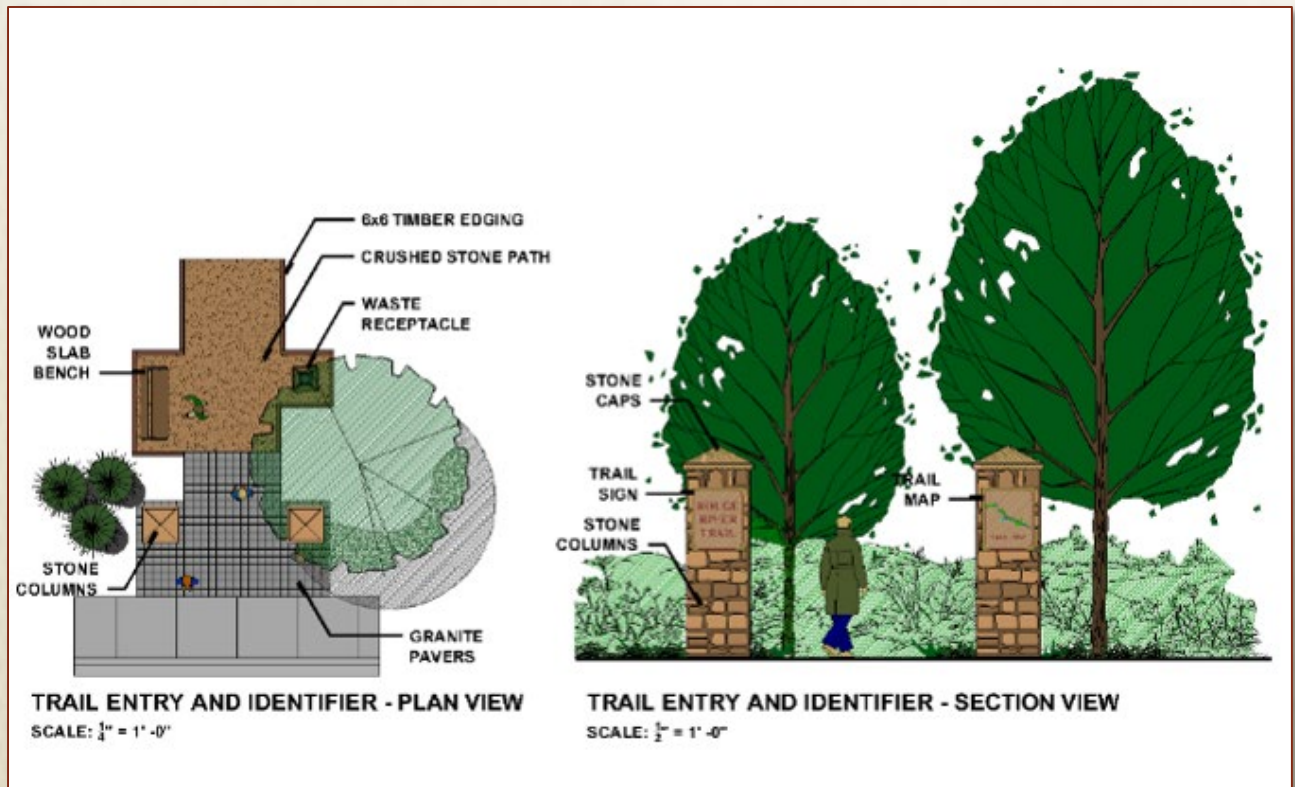
Pickleball Courts

- Public Engagement Campaign- Engage Birmingham- location
- Engage Foresite Design - Construction Drawings/Specs
 - Construction Administration
- Opinion of Probable Costs: \$200,000-\$260,000



Trail Improvements

- Rouge River Trail Corridor – Trail Entry & Identifier (various locations)
- Pre-Development Stage



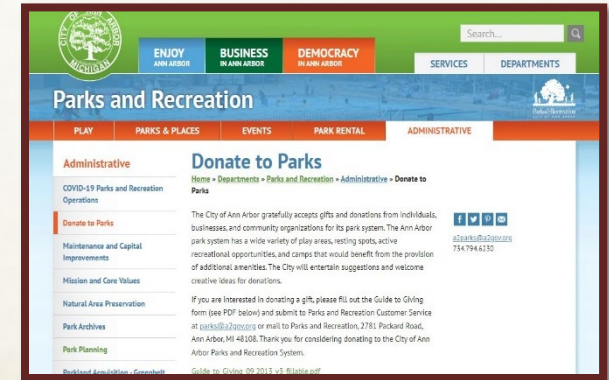
Booth Park Corner Feature

- Originally planned for in 1st Bond Issue



Leveraging Bond Dollars

- Grants- OCPR, MDNR
- Donations- website
- Public/Private Partnerships



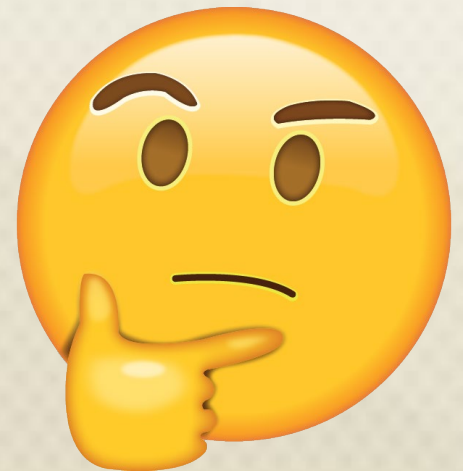
Next Bond Issue Projects

- City Wide Playgrounds
- Trail Improvements (continued)
- Splash Pad
- Kenning Park



Considerations

- Maintenance- labor and material costs
- Unanticipated New Projects (Chesterfield Fire Station)
- Budget Annually
- Public Engagement: input/meetings/design review
- Consultant procurement
- Designs: accessibility
 - environmental stewardship
 - parking
 - lighting/decorative fencing



QUESTIONS?



- bhamgov.org/parksbond
- Carrie Laird, Parks and Recreation Manager
- Lauren Wood, Director of Public Services



Lincoln Hills and Springdale

Long Range Planning Session

January 22, 2022

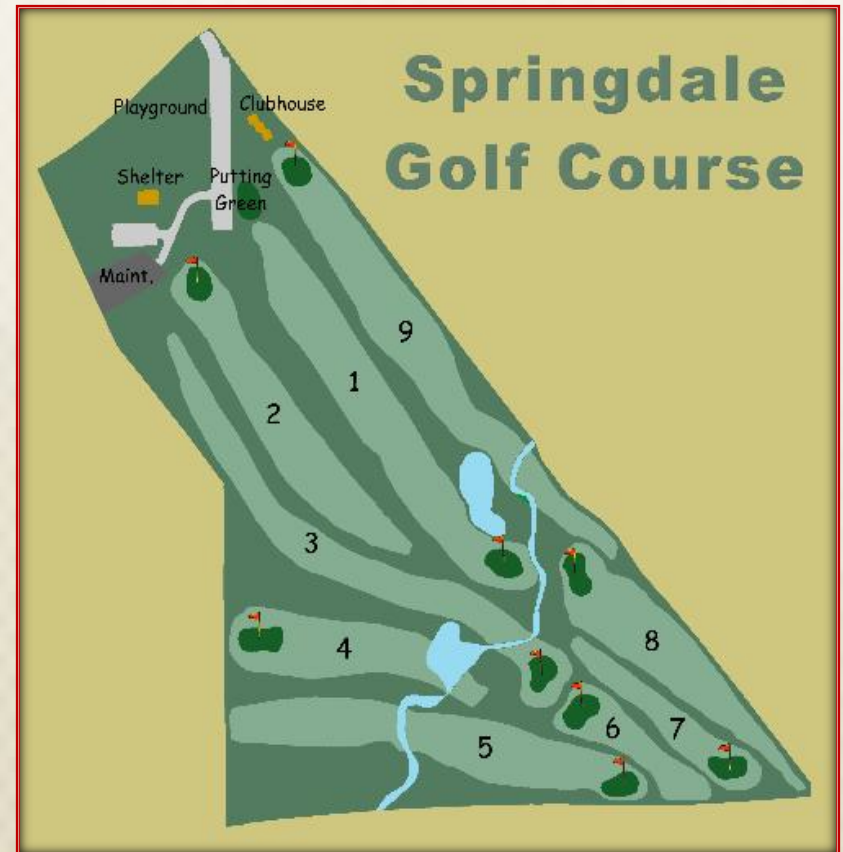
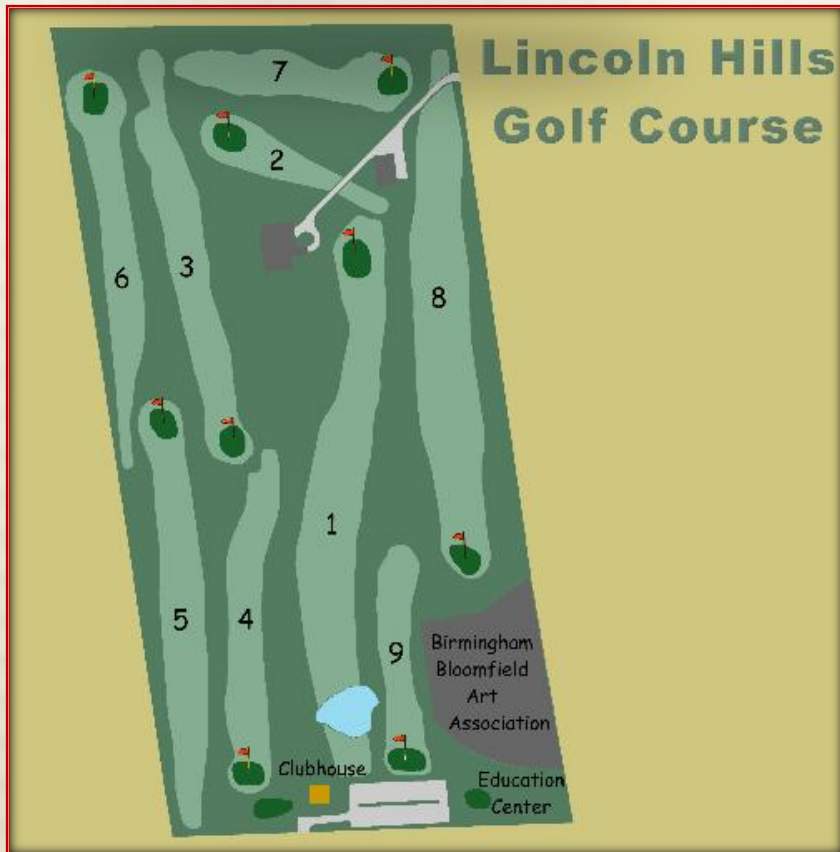


Presented by: Lauren Wood, Director of Public Services

Communication/Discussion Item #4c

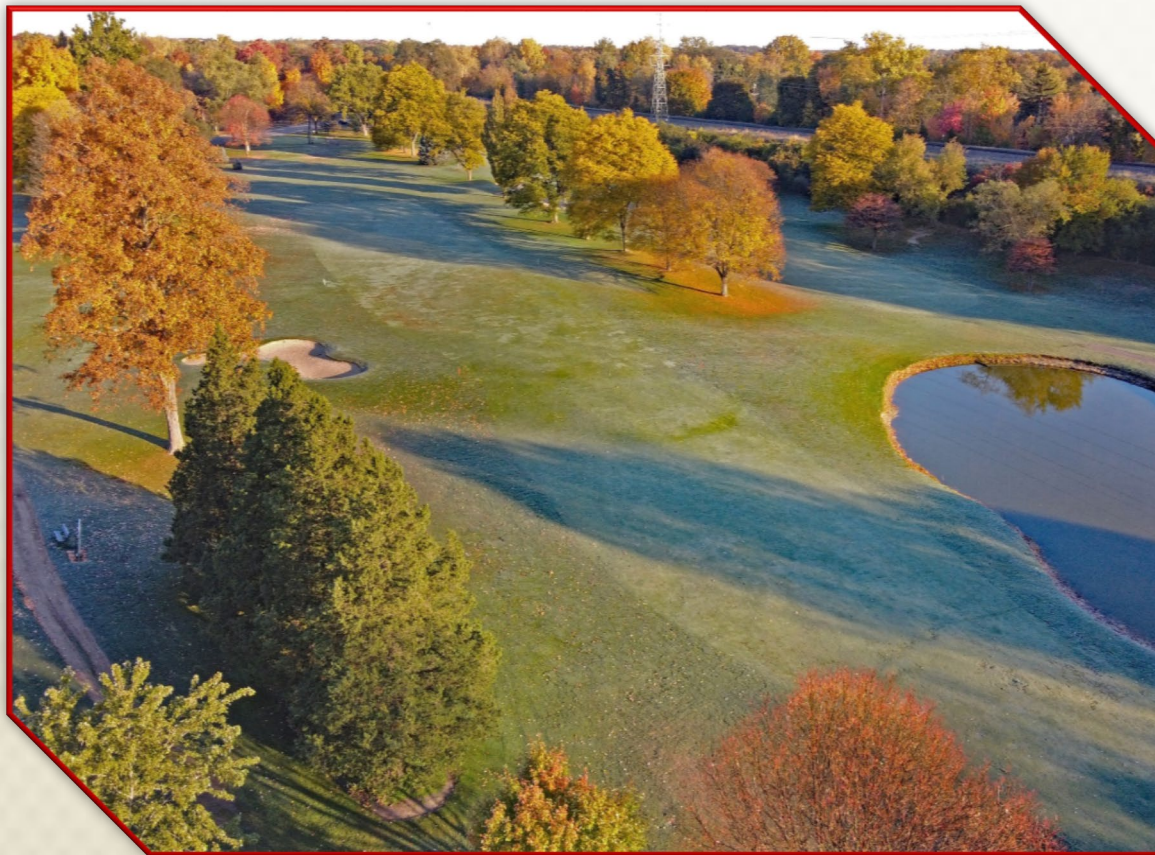


“Best Kept Secrets” in Birmingham



2021 Golf Stats

- Total Rounds
64,065
- Net Profit
\$378,970
- Annual Members
3,233
- F&B Sales
\$103,268



Fairway #3 at Springdale



Capital Projects at Springdale

Four New Bridges



Before



Installation



Finished

New Pergola & Flooring on Patio



Capital Projects at Lincoln Hills

New Cart Paths - Before and After



#9



#9



#5



#7

Junior Golf

- We offer an extensive Junior Golf Program for all ages and skill levels
- A total of 450 Participants: 207 Birdies, 213 Eagles, and 30 Jr Leaguers
- We participate in the PGA Jr League – Scramble Format and fun for all
- Family Day on Sunday Afternoons – Child plays free with paid adult
- Lincoln Hills is the Home Course for Groves Golf Teams
- Springdale is the Home Course for Seaholm Golf Teams



Club Events

- Hosted a few more events in 2021 and all were sold out
- Nite Golf at Springdale
- Dueling Pianos at Lincoln Hills
- Annual Charity Turkey Shoot



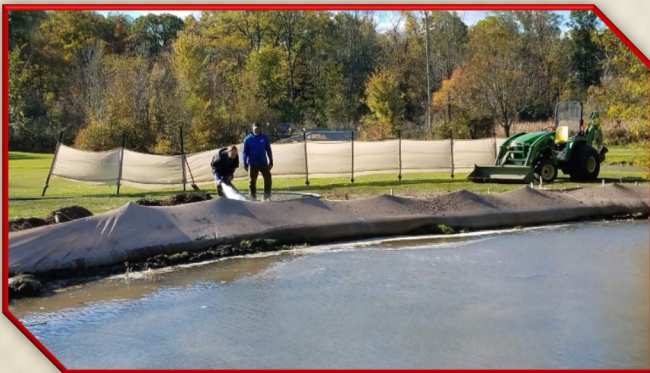
Future Capital Projects Lincoln Hills

- Repair drainage issues on #4 and #5 Fairway
- New fairway bunker on #1 Fairway
- Increase putting surface on practice green
- Renovate #1 tee box
- Install additional cart path on #6 and resurface #5
- Install new trees and landscape beds - #7 Tee & Green



Future Capital Projects Springdale

- New irrigation system – system is outdated and broken
- Renovate cart barn to protect new fleet of carts
- Repair and extend golf cart staging area
- Renovate existing cart paths and install new paths
- Install waterless fabricated cement bathroom on course
- Install additional SoxErosion along river bank on #5



QUESTIONS?



www.GolfBirmingham.org