

**PARKS AND RECREATION BOARD MEETING MINUTES**  
**July 12, 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  
Kyle Goulding  
Ross Kaplan  
Anne Lipp  
John Rusche

**STUDENT REPRESENTATIVES  
PRESENT:**

Zachary Miketa, Seaholm High School  
Matthew Windsor, Seaholm High School

**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:**

David Young

Chairperson Carmona read an updated COVID-19 Meeting Announcement.

The City continues to adhere to the CDC guidelines, recommending the public wear masks while attending a public meeting.

It was moved by Collins, seconded by Kaplan, to approve the minutes of the Tuesday, June 7, 2022, regular meeting as submitted.

**Ayes,**

Heather Carmona, Susan Collins, Kyle  
Goulding, Pam Graham, Ross Kaplan, Anne  
Lipp, John Rusche

**Nays,**

None

**Absent,**

Ellie Noble

## COMMUNICATION/DISCUSSION ITEM #1: Project Updates

### a. Adams Park Project

PM Laird confirmed the project is on track and reviewed construction progress and photos.

- Screened fencing is up
- Electric meter is installed and utilities coordinated
- Two construction entrances are being used
- Grading is underway and will be ongoing
- Initial staking is complete
- Centerpiece Elm has been secured
- Project photos are online at [Engage.bhamgov.org](https://engage.bhamgov.org)

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

### b. Pickleball

PM Laird stated that the Request for Proposals (RFP) has been put together and is currently out to bid and bids are due on Thursday, July 14, 2022. There were eighteen (18) pages of vendors that were notified through the city's bidding agent MITN. PM Laird stated there are at least 10 – 12 vendors on a page, so several vendors were notified of the project with the project starting in September.

Specifications include:

- Remove existing nets
- Repair cracks
- Apply new acrylic surfacing and court markings
- Supply and install new pickleball nets
- Divide cells with new fencing

Update on proposals will be discussed during a future Board meeting.

DPS Director Wood stated that this project has not been previously put out for bid, but there are concept drawings available on [Engage.Bhamgov.org](https://engage.bhamgov.org).

PM Laird stated when the full six (6) court layout is available, the city will engage with Birmingham Racquet Club (BRC) to promote the program and possibly conduct a clinic.

Ultimately, the pickleball courts will be part of the city's court reservation system.

Carmona suggested that as we move forward we consider monitoring usage and conducting outreach with our local enthusiasts to gauge interest.

Rusche inquired about the project completion deadline, and PM Laird clarified that a September 30, 2022, deadline was communicated to participating vendors

but would consider other reasonable completion dates, if necessary.

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

**c. Dog Park Update**

RC Folk provided the update on our dog park program that has been active for more than 11 years. Membership for the past fiscal year, ending June 30, 2022, included one hundred seventy-seven (177) active memberships with a net income of \$2,600. Annual expenses include the purchase of dog fobs, seeding in spring and fall, mowing, and fence maintenance.

Graham inquired about the forty percent (40%) increase in expenses, and RC Folk attributed to salary and wages, fencing and seeding.

Graham inquired about membership processes, and RC Folk described that access fobs can be activated / deactivated remotely and members are notified when their annual passes require renewal.

Collins stated she has visited the dog park with her sister and found the Lincoln Hills Dog Park to be a very social place.

RC Folk shared that she and PM Laird held an open house a couple of years ago to meet with users and get their feedback. Users were happy with the park and would welcome a future structure for shade.

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

**COMMUNICATION/DISCUSSION ITEM #2: Golf Course Updates**

**a. Golf Course Finance Report**

DPS Director Wood reviewed the Golf Course Finance Report.

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

**b. Golf Course Report**

DPS Director Wood described the recent successful club events, night golf and comedy night, as well as a luau planned for July.

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

**COMMUNICATION/DISCUSSION ITEM #3: The Fascinating Town Near Detroit That is Straight Out Of A Fairy Tale, Article**

An online article about the City of Birmingham was provided to the Parks and Recreation Board.

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

**UNFINISHED BUSINESS:**

DPS Director Wood provided an update to the placement of the totem art piece at the e Fairway Trail, south of Lincoln: installation is on hold until an insurance issue is resolved. Updates will be provided as new information becomes available.

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

**NEW BUSINESS:**

Graham inquired about the Ice Sports Arena's first summer.

RC Folk explained hockey is very active and public skating is catching on. Utilization is expected to increase next summer as word filters through the skating community.

RC Folk stated there are upcoming private events scheduled such as ALS Hockey Event and an Our Lutheran Church day camp outing as well as recurring events such as a local doctor's office monthly meeting, ballet, yoga, and weekly fitness training.

Carmona inquired about the mural contest.

PM Laird said the winner was announced today: artwork depicting kids skating done by a member of the figure skating club of Birmingham.

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

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

No Public Comments

Carmona stated the next regular meeting will be held on Tuesday, August 2, 2022, at 6:30 pm, at 851 South Eton.

Meeting was adjourned at 7:05 pm  
 Connie J. Folk, Recreation Coordinator  
 Stacy Vail, Clerical