BIRMINGHAM
A WALKABLE CITY

Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, October 11, 2022
7:00 PM

I. Call to order

II. Roll Call

III. Approval of the minutes of: Tuesday, August 2, 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. 2022 Parks and Recreation Board Meeting Dates
2. Rouge River Trail Corridor Improvements

V. Communications/Discussion Items

1. Project Updates
   - **a.** Adams Park Project
   - **b.** Pickleball
     - a. Email received from John Martell regarding Pickleball
2. Golf Course Updates
   - **a.** Golf Course Report –October 6, 2022

VI. Unfinished Business

VII. New Business

VIII. Open To The Public for Items Not On the Agenda

IX. Next Regular Meeting – November 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.
Should you have any statement regarding the above, you are invited
to attend the meeting in person or virtually through
ZOOM: 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 meeti

PARKS AND RECREATION BOARD MEETING MINUTES
September 13, 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 Ellie Noble John Rusche
STUDENT REPRESENTATIVES PRESENT:	Matthew Windsor, Seaholm High School
STUDENT REPRESENTATIVES ABSENT:	Zachary Miketa, Seaholm High School
MEMBERS ABSENT:	None
ADMINISTRATION:	Lauren A. Wood, Director of Public Services Carrie A. Laird, Parks and Recreation Manager Connie J. Folk, Recreation Coordinator
GUESTS:	Jack Burns, Kyle Goulding, Wendy Leary, Gordon Reinschler and Steve Sweeney

It was moved by Kaplan, seconded by Rusche, to approve the minutes of the Tuesday, August 2, 2022, regular meeting as submitted.

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

Agenda item #1: Fire Station #2 Concept Plan

Carmona opened by providing background on the Fire Station #2 Concept Plan for the property adjacent to Fire Station #2.

PM Laird displayed the Fire Station #2 Concept Plan provided by architect Christopher Longe related to the public property situated to the east of the Fire Station contained in the meeting packet.

PM Laird reviewed with the Parks and Recreation Board the features that were displayed on the proposed Concept Plan. Laird stated that the architect was informed of all the comments received from the Fire Chief Wells and City of Birmingham Commission.

DPS Director Wood, explained that the Parks and Recreation Board was asked by the Birmingham City Commission to review the property adjacent to the fire station as the result of the two year ago proposal and letter from Kate Bongiorno that lived in the community at that time.

DPS Director Wood stated that administration wanted the Parks and Recreation Board input. Additionally, the Master Plan is slated to be updated next year and that would be a great time to see if public property should be part of the park property inventory, classification and what the park should be called.

Kaplan asked what the process is to convert public land to park property. DPS Director Wood explained that public property includes park property, and the specific designation can be modified by the City Commission.

Kaplan stated he likes the simple concept plan and likes that the park would have the ability to accommodate future fire department expansion.

Rusche stated that the architect kept in mind the concerns from Fire Chief Wells and likes the concept plan that was provided to the Parks and Recreation Board.

Lipp stated she is struggling with creating a pretty environment for children while meeting the fire department training needs.

Collins stated the proposed park area is very busy, not a place she would take a young child. Additionally, she questioned if it makes sense to spend money if it is likely that fire station would re-absorb the area when expansion is warranted.

Graham likes the concept, but is concerned it does not address the original vision.

Noble agrees with the points Graham raised and believes a focus on features for younger children is best, given that teen focused features, e.g., ball playing, is not compatible with the environment (Maple is a busy roadway).

DPS Director Wood stated the next steps would be to keep the Fire Station #2 open property on the radar and incorporated into the next five year Parks and Recreation Master Plan as well as other city properties.

DPS Director Wood stated whatever is built on the Fire Station #2 property needs to be designed with flexibility and latitude that require relocating site amenities in case there is expansion of the fire station.

Carmona expressed gratitude for the efforts of Christopher Longe's concept plan for Fire Station #2 that was provided.
No Action Taken

Agenda item #2: South Well Site – Parks along Southfield Road
DPS Director Wood was asked to review and report on the history of the designation of parcels as park property and status of the two (2) City of Birmingham owned parcels along Southfield Road. These are referred to as the South Well Site, which is broken into two small parcels, located at the southwest corner of both Southfield Road and Wakefield and Southfield Road and Southlawn that total .64 acres.

DPS Director Wood is asking the Board to make a motion to recommend the City Commission to designate the South Well Site, .64 acres, located at the SW corner of Southfield Road/Wakefield and the SW corner of Southfield Road/Southlawn, as park property.

Discussions revolved around the impact of documenting the designation of park property. DPS Director Wood stated there were several public property that are not identified as a park but is a vacant piece of property which would be suitable for other types of development and could be reclassified.

It was moved by Graham, seconded by Lipp, to recommend the city to review the four (4) well sites (Baldwin, Derby, Redding and South) and have them be considered mini parks as part of the City of Birmingham Parks and Recreation Master Plan inventory.

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

Agenda item #3: October 11, 2022 Parks and Recreation Board Meeting moved to 7:00pm

It was moved by Nobel, seconded Collins, to reschedule the Parks and Recreation Board meeting start time of October 11, 2022, from 6:30 pm to 7:00 pm.

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

COMMUNICATION/DISCUSSION ITEM #1: Strategic Planning Workshop Series

DPS Director Wood encouraged meeting participants to promote and participate in upcoming Strategic Planning workshops.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #2: Project Updates

Adams Park Project

Carmona introduced this item by referencing the two (2) communications included in the Board packet.

1. Save The New Tree, email from Heather Carmona
2. Adams Park-Home Stretch, email from Lauren Wood, Director of Public Services

PM Laird showed photos of the Adams Parks project and stated that Adams Park project is ninety-five percent (95%) complete. PM Laird reviewed construction time-line for the benches, tables and litter/recycling containers.

PM Laird stated the plants and trees are under warranty and the city is closely monitoring the landscape items and will know if the plants survive next spring. Signage will be installed by the City of Birmingham. A ribbon cutting ceremony is in the works, but a date has not been established.

PM Laird stated that donations have been received for purchasing of two (2) benches, out of eleven (11) total (1) central plaque.

PM Laird stated that the rain garden drainage has been discussed with key points centering on managing runoff depth and child safety.

Jack Burns commented on how wonderful Adams Park is. Burns also stated that the well sites need to remain in the park property inventory

No Action was taken by the Parks and Recreation Board

b. Pickleball

1. Birmingham Country Club Sport Court Expansion, letter from Thomas Markus, City Manager
2. Pickleball popularity soars, but expansion at Birmingham Country Club getting pushback, Detroit Free Press Newspaper Article
3. Pickleball, email from Linda Forrester

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:
No New Business
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, October 11, 2022, at 7:00 pm, at 851 South Eton.

Meeting was adjourned at 7:42 pm
Connie J. Folk, Recreation Coordinator
Stacy Vail, Clerical

2023 Parks and Recreation Board Meeting Dates

WILL BE HELD AT THE DPS CONFERENCE ROOM
AT 851 SOUTH ETON
AT 6:30PM

January 10, 2023

February 7, 2023

March 7, 2023

April 4, 2023

May 2, 2023

June 6, 2023

July 11, 2023

August 1, 2023

September 12, 2023

October 3, 2023

November 14, 2023

December 5, 2023

January 9, 2024

MEMORANDUM

Department of Public Services

DATE: **October 5, 2022**

TO: **Parks and Recreation Board**

FROM: **Carrie Laird, Parks and Recreation Manager**

SUBJECT: **Rouge River Trail Corridor Improvements**

INTRODUCTION:
Trail Improvements are identified as part of the approved Parks and Recreation Bond. Design Services with MCSA Group, Inc. (MCSA) were engaged in February of 2022. This is the first review of the Trail Improvements Master Plan. Feedback and comment from the Parks and Recreation Board and the public is welcome and encouraged. We will return at the November 1 2022 Parks and Recreation Board meeting for a formal public input session advertised and promoted through appropriate communication means. Engage Birmingham will be utilized as well for comment.

BACKGROUND:
In late February 2022, the city engaged the services of MCSA Group, Inc to begin planning for improvements along the Rouge River Trail Corridor. This consultant prepared the original concept plan in 2006.

Improvements will focus on three (3) main sections: (1) Booth Park Trail between Booth Park and Willits Street, (2) the Museum Trail between Willits Street and West Maple Road, and (3) the connection from Booth to Linden Trail between Willits Street and Baldwin Road, to just south of Maple into Linden Park.. See MCSA's proposal- project understanding as reference. City staff walked the trail with this consultant in order to determine this scope, based upon discussions and planning for the Parks and Recreation Bond.

Over the past few months, MCSA has been 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 and wayfinding in areas that are lacking or disjointed between Booth and Linden.

MCSA will be preparing a trust fund grant application early next year and exploring other grant opportunities including Oakland County Parks and Recreation. MCSA Group, Inc. has been successful in grant application-project awards in other municipalities. It is good timing to apply.

FISCAL IMPACT:
Cost estimates are in the works and will be shared in more detail at the November Meeting.

Preliminary estimates are as follows:
Booth Park Improvements: $570,000 - $680,000 (includes corner feature)
Museum Trail Improvements: $800,000
Booth to Linden: $730,000

The first Bond issue is almost depleted. We are expecting the grant reimbursement amount of $100,000 for Adams Park. However, the next bond issue will be in 2024, which is good timing for any match requirements for a grant. Additionally, there is enough time for construction designs and the bid procurement process. As we will be preparing the update to the five (5) year Parks and Recreation Master Plan next year, this project will be at the forefront for additional public input and planning.

PUBLIC COMMUNICATIONS: The city will use various forms of media to communicate this project including, public meetings, Engage Birmingham, social media outlets, website updates, and email.

SUMMARY:
The Trail Improvement Master Plan is made up of three focus areas, described below.

<u>Booth Park Trail:</u>

- Modified corner entry area
- Open plaza- food truck/coffee cart, movable seating, concrete plaza paving
- Park perimeter seating
- Park signage
- New restroom building
- 10 ft concrete path- accessibility and event set up
- Trail entry- columns and pavers

<u>Museum Trail</u>

- Improved trail connection along Willits, north side heading east to the Museum
- Trail entry identifiers (3)- columns and pavers
- Confidence markers
- Coordinate with Museum Improvements
- Accessible boardwalk and overlook

<u>Booth to Linden Trail</u>

- Confidence markers along Maple Rd
- New trail plaza – near bus stop
- Willits to Baldwin- new overlook, signage
- Trail entry identifier
- New crushed stone path
- 10 ft Bridge with built in benches

The Trail Master Plan will be circulated through the city departments for review and comment as well.

ATTACHMENTS:

- Proposed Trail Improvement Master Plan
- City Commission Report dated February 16, 2022-Design Services for Trail Improvements
- Parks and Recreation Board Report dated January 27, 2022- Design Services for Trail Improvements

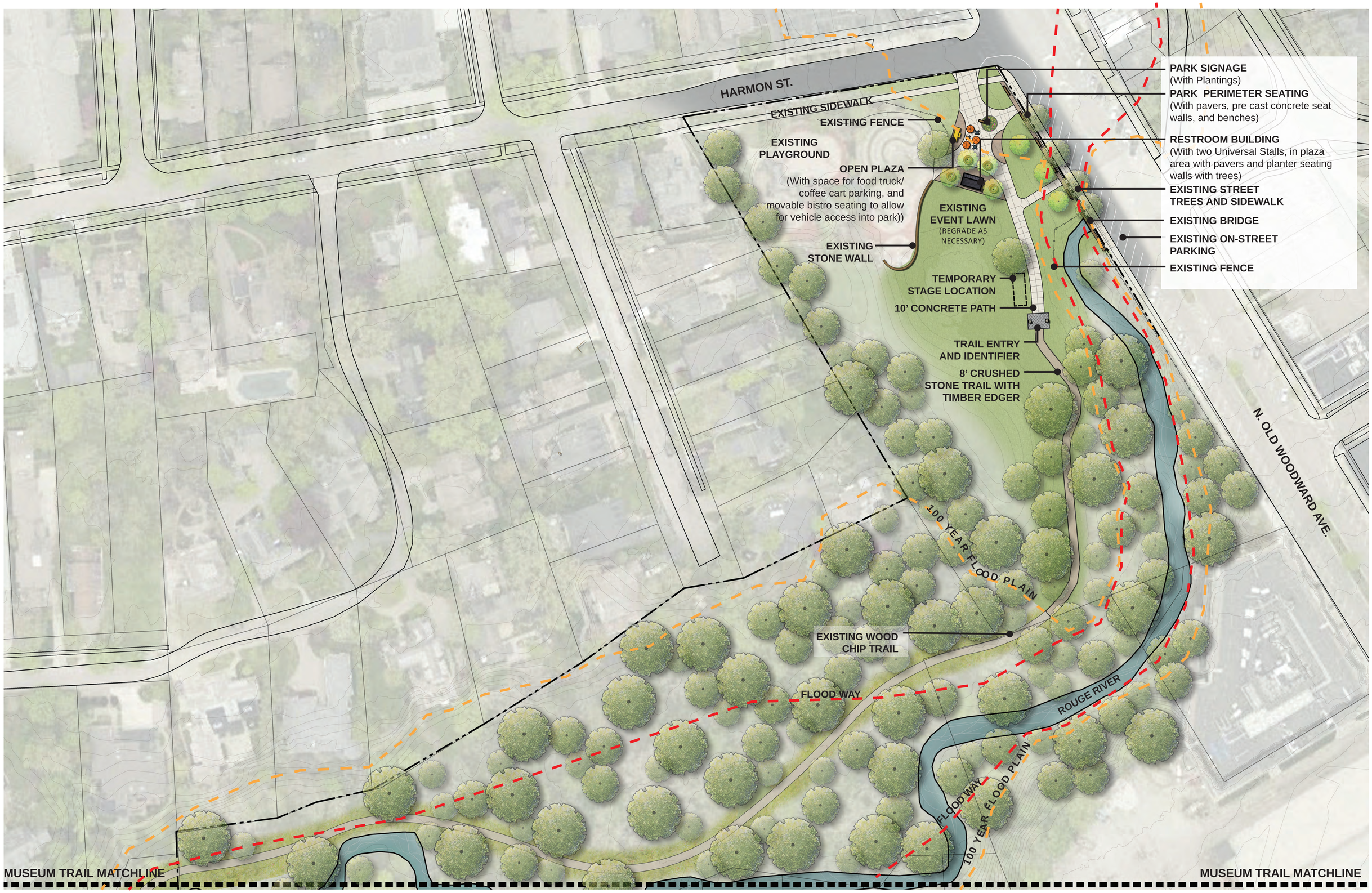
OVERAL SITE MAP
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

NOT TO SCALE

NORTH

DATE
06.24.2022
PROJECT NO.
2149

MCSA GROUP, Inc.
Landscape Architects and Architects
EAST GRAND RAPIDS • MICHIGAN



BOOTH PARK
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

0' 30' 60' 120'

SCALE: 1"=30'

NORTH

DATE
06.24.2022
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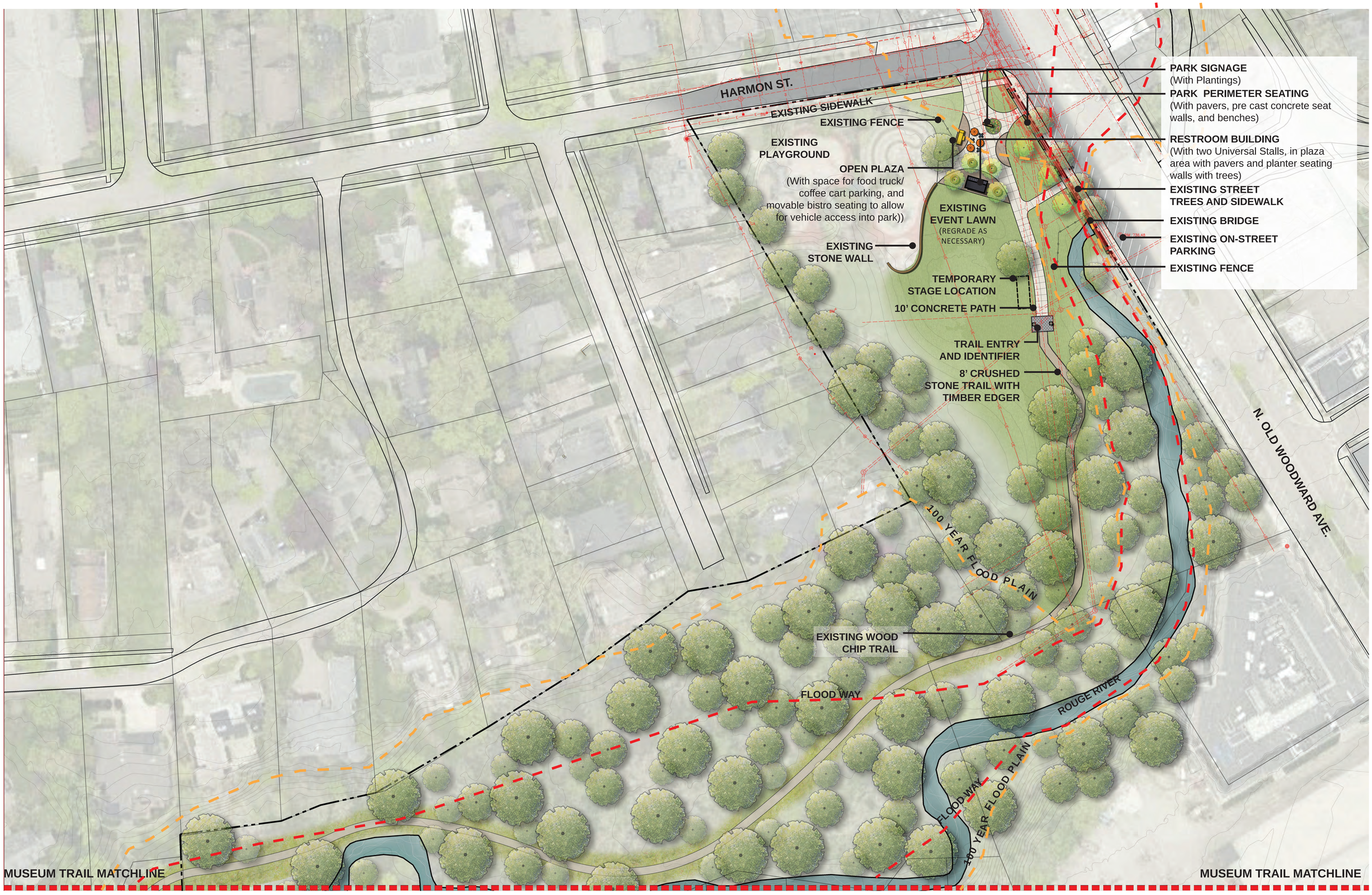
MCSA GROUP, Inc.
Landscape Architects and Architects
EAST GRAND RAPIDS • MICHIGAN



BOOTH PARK - WITH UTILITIES
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

0' 30' 60' 120'

SCALE: 1"=30'

NORTH

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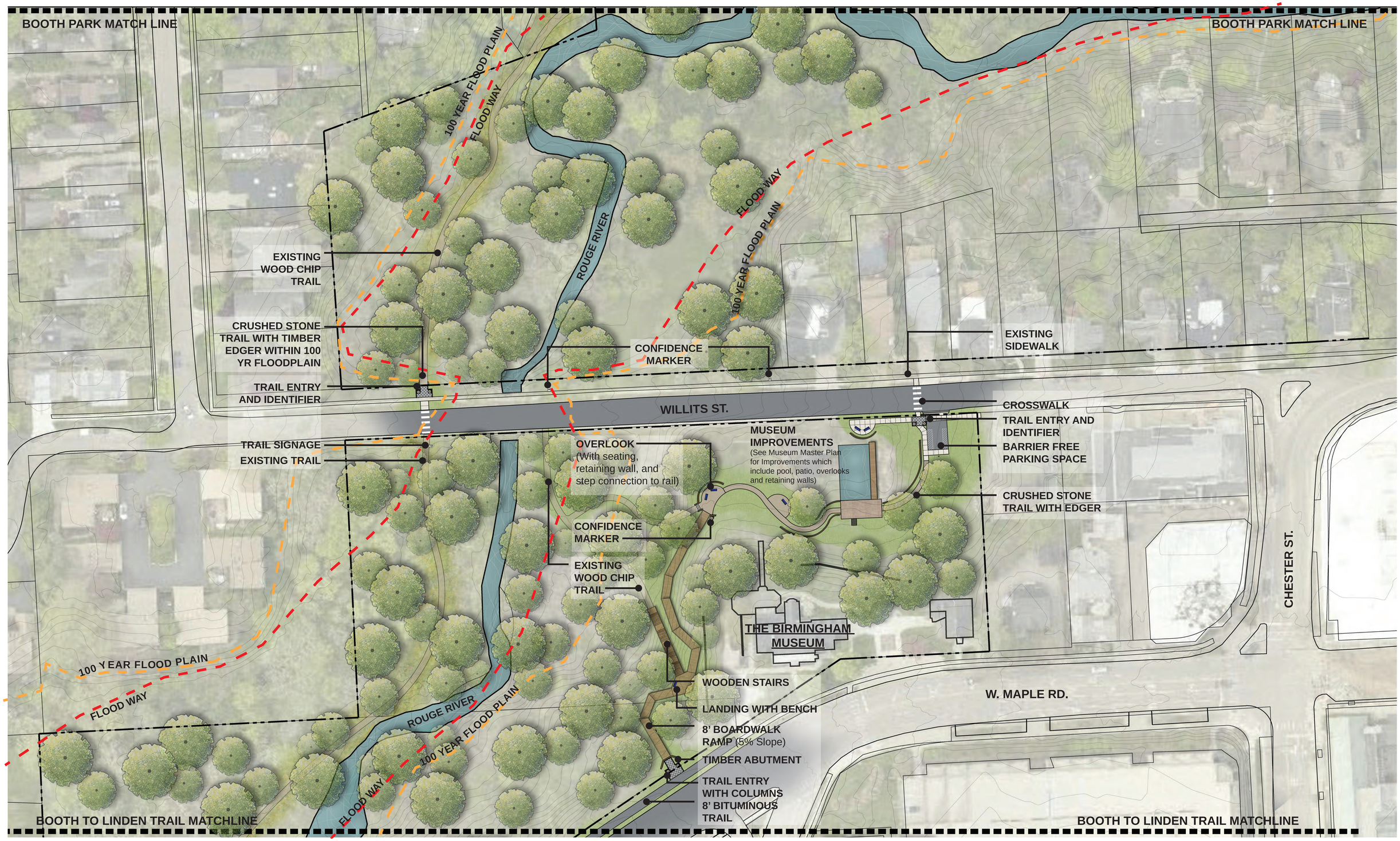

MUSEUM TRAIL
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

0' 30' 60' 120'

SCALE: 1"=30'

NORTH

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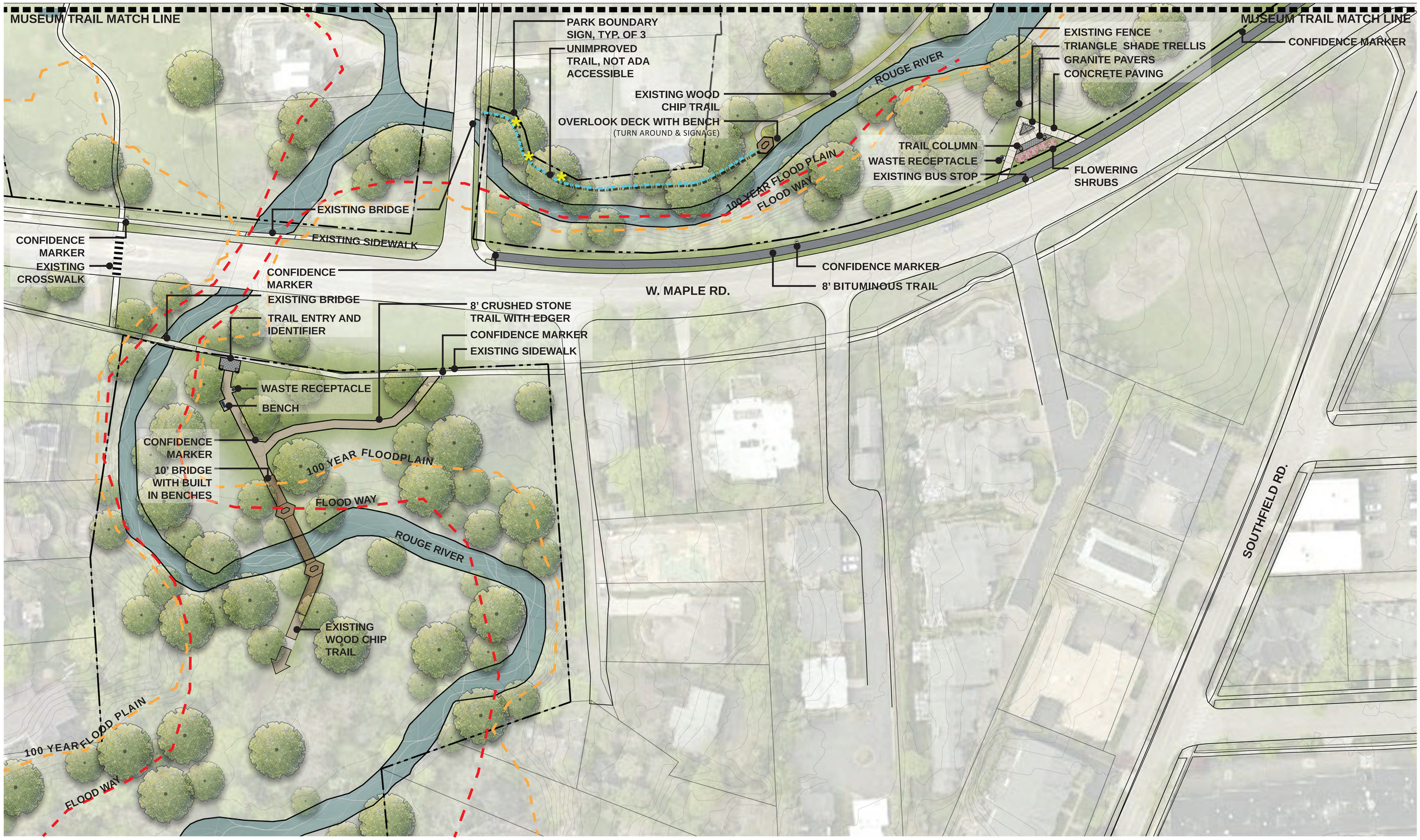

LINDEN TRAIL
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

0' 30' 60' 120'
SCALE: 1"=30'

NORTH

DATE
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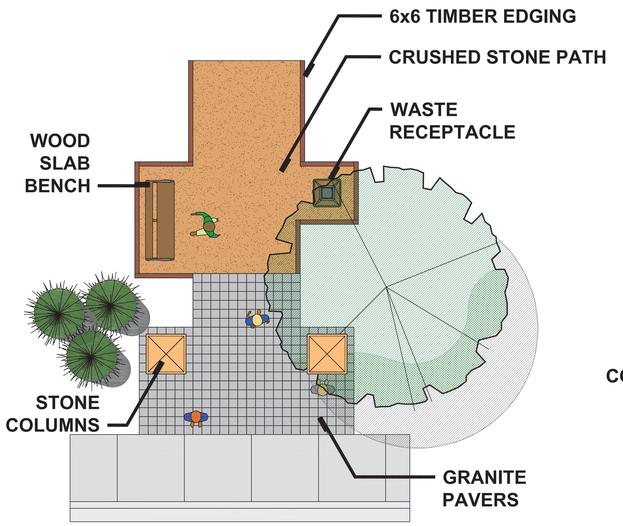
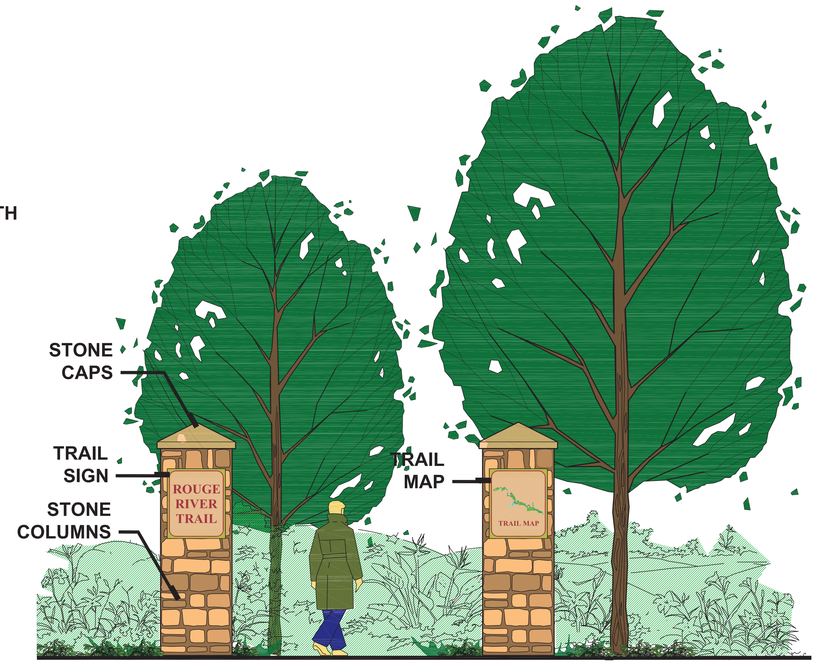


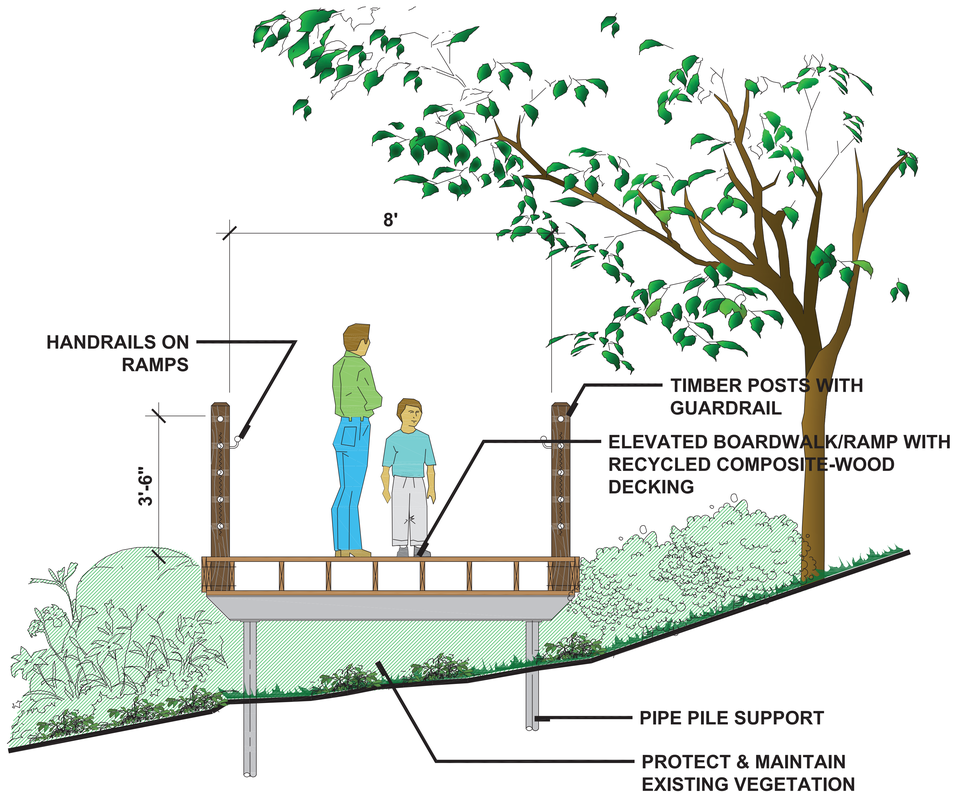
TRAIL ENTRY AND IDENTIFIER - PLAN VIEW

SCALE: $\frac{1}{4}$" = 1' -0"



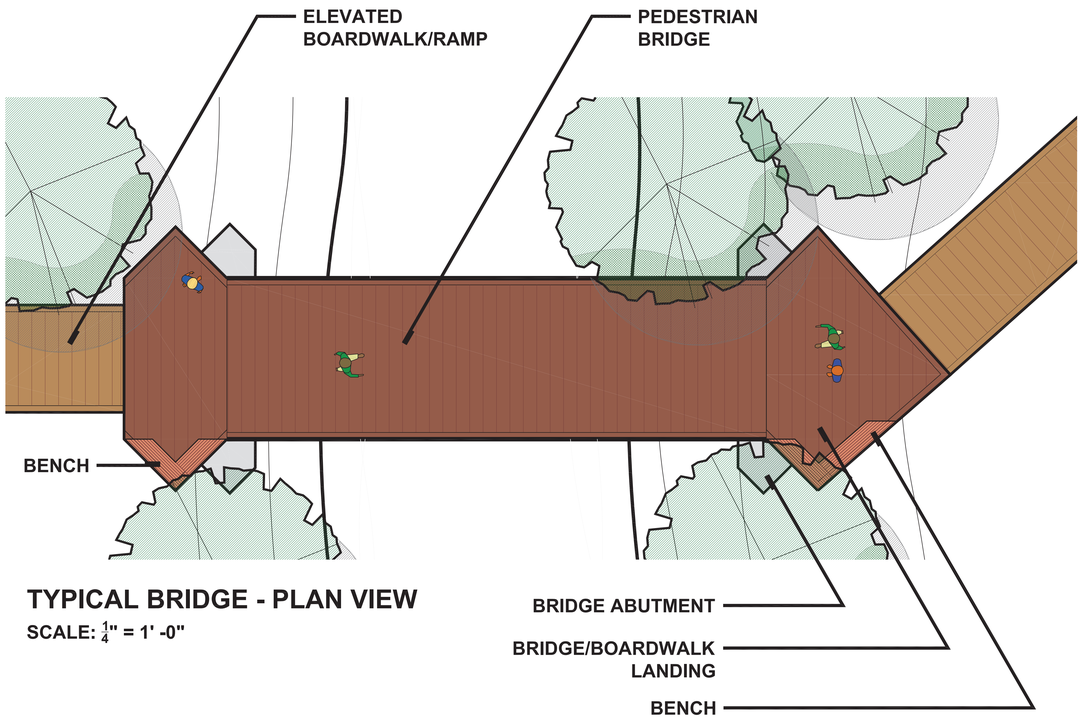
TRAIL ENTRY AND IDENTIFIER - SECTION VIEW

SCALE: $\frac{1}{2}$" = 1' -0"



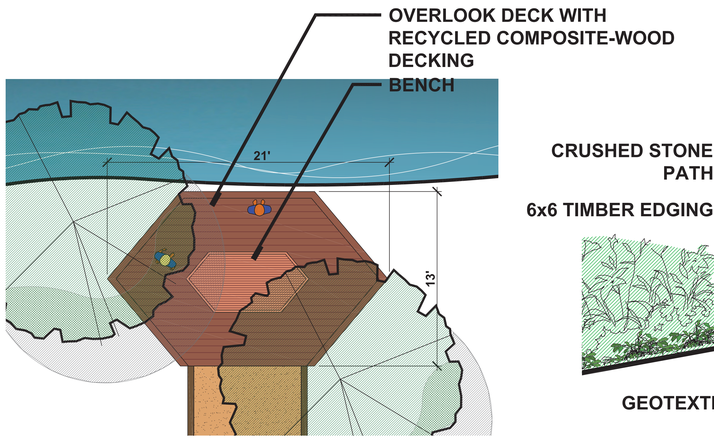
ELEVATED BOARDWALKS AND RAMPS - SECTION VIEW

SCALE: $\frac{3}{4}$" = 1' -0"



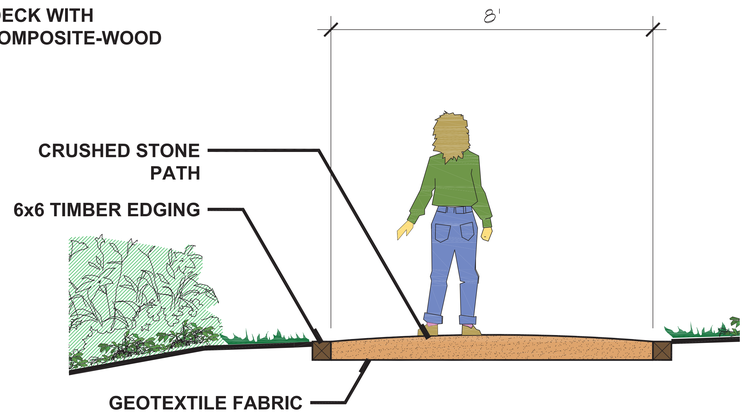
TYPICAL BRIDGE - PLAN VIEW

SCALE: $\frac{1}{4}$" = 1' -0"



OVERLOOK DECK - PLAN VIEW

SCALE: $\frac{1}{4}$" = 1' -0"



CRUSHED STONE PATH - SECTION VIEW

SCALE: $\frac{3}{4}$" = 1' -0"

DESIGN DETAILS
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

DATE
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MCSA GROUP, Inc.
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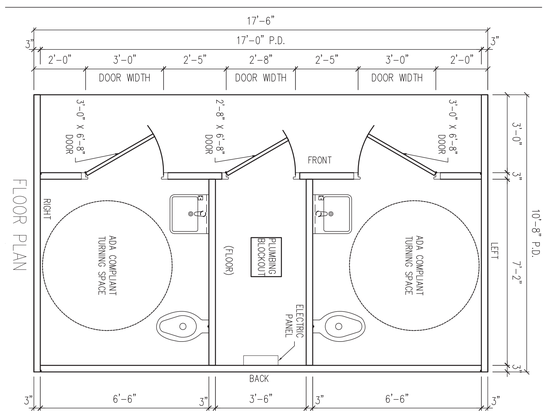
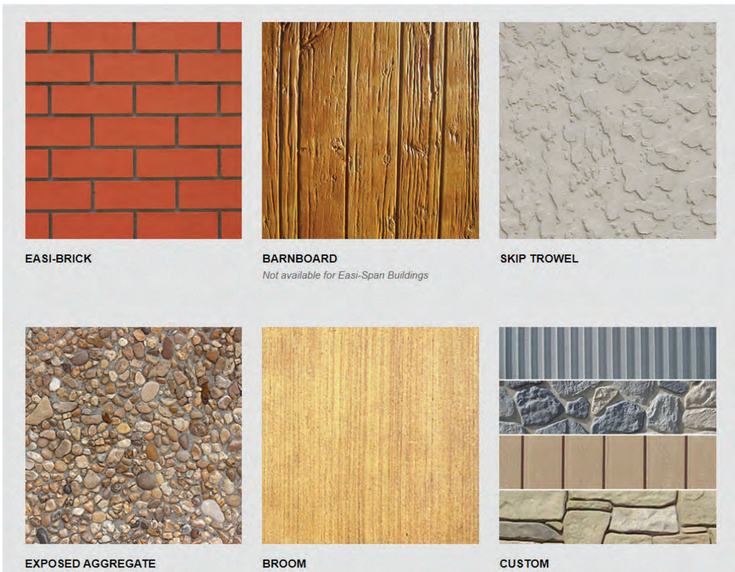
RESTROOM BUILDING
PRE-FABRICATED





SHADE SHELTER OPTIONS

SHOWN WITH OPTIONAL VINE CLIMBING TIMBERS

SHOWN ABOVE WITH OPTIONAL VINE CLIMBING TIMBERS AND BENCHES

BOOTH PARK ENTRANCE PLAZA

DESIGN VOCABULARY
TRAIL IMPROVEMENT MASTER PLAN
BIRMINGHAM, MICHIGAN

DATE
06.24.2022
PROJECT NO.
2149

MCSA GROUP, Inc.
Landscape Architects and Architects
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City of Birmingham
A Walkable Community

MEMORANDUM

Department of Public Services

DATE: **February 16, 2022**

TO: **Thomas M. Markus, City Manager**

FROM: **Carrie Laird, Parks and Recreation Manager**

APPROVED: **Lauren Wood, Director of Public Services**

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 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 includes 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.

The next step for trail improvements is to proceed with professional design services including cost estimates. Staff recommends continuing services with MSCA Group, Inc. This consultant has unique knowledge and qualifications that as a single source provider, and upon our request, has provided a cost proposal to perform design development of plans and cost estimates for trail improvements along the Rouge River Trail Corridor.

The proposal for design services focuses on three (3) areas: (1) Booth Park Trail between Booth Park and Willits Street, (2) the Museum Trail between Willits Street and West Maple Road, and (3) the Booth to Linden Trail between Willits Street and Baldwin Road, and up to Maple Road- to just south of Maple into Linden Park. A project scope of work is included in the proposal with more details, see attached proposal. A map displaying these three (3) areas is also attached. City staff walked the trail with this consultant in order to determine this scope, based upon discussions and planning for the Parks and Recreation Bond.

This proposal also includes exploring grant opportunities and applications. MCSA Group, Inc. has been successful in grant application-project awards in other municipalities. The trail improvement projects may qualify for grants through Oakland County Parks and Recreation and/or through the State of Michigan Department of Natural Resources.

LEGAL REVIEW:
The City attorney has reviewed the proposal and the agreement between the Consultant, MCSA Group, Inc. and the City.

FISCAL IMPACT:
MCSA Group, Inc.'s proposal for design services including cost estimates for the designated trail improvement areas is a total not to exceed of $11,200.00. Funding for this design project is available in the Land Improvements Account #408-751.000-979.0000.
Construction Drawings and Bid specifications are not included in this total however, are estimated to be 8% of the total project cost.

PUBLIC COMMUNICATIONS:
As designs are prepared we plan to engage the Birmingham community through our public engagement platform, Engage Birmingham, for feedback 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, for these professional services. 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 the 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 in partnership with the Museum (see attached Museum landscape plan) 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 Parks. 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.

The Parks and Recreation Board at their February 1, 2022 meeting supported engaging MCSA Group, Inc. for design services for improvements to the Rouge River Trail Corridor.

ATTACHMENTS:

- Proposal dated January 11, 2022 from MSCA Group, Inc.
- Map displaying areas for potential improvements
- Trail Entry & Identifier Plaza concept (2006 RRTCMP)
- Museum Landscape Plan showing area for potential trail improvements
- Agreement including required insurances

SUGGESTED COMMISSION ACTION:
Make a motion adopting a resolution to approve a one (1) year agreement with MSCA Group, Inc. for professional design services for improvements to the Rouge River Trail Corridor (RRTC) in an amount not to exceed $11,200.00. In addition, to authorize the Mayor and City Clerk to sign the agreement on behalf of the City. Funding for this project has been budgeted in account # 408-751.000-979.0000

MCSA GROUP, Inc.
Landscape Architects and Architects
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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

529 Greenwood Avenue S.E. • East Grand Rapids, Michigan 49506 • 616-451-3346 • FAX 616-451-1935

MCSA GROUP, Inc.
Landscape Architects and Architects
EAST GRAND RAPIDS • MICHIGAN

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

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.

MCSA GROUP, Inc.
Landscape Architects and Architects
EAST GRAND RAPIDS • MICHIGAN

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

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 – $3,600
EGLE Permit $2,000

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,

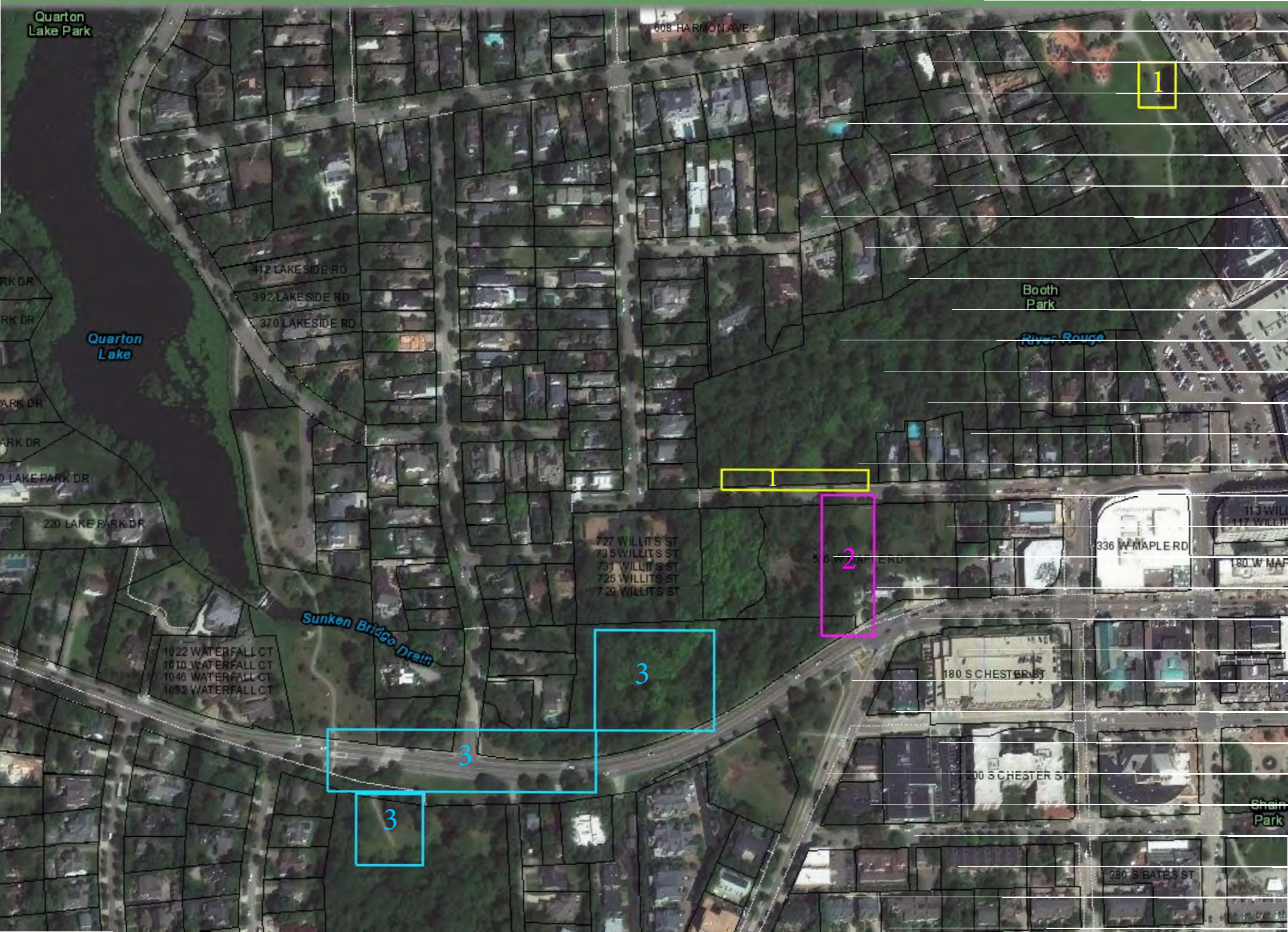
MCSA Group, Inc

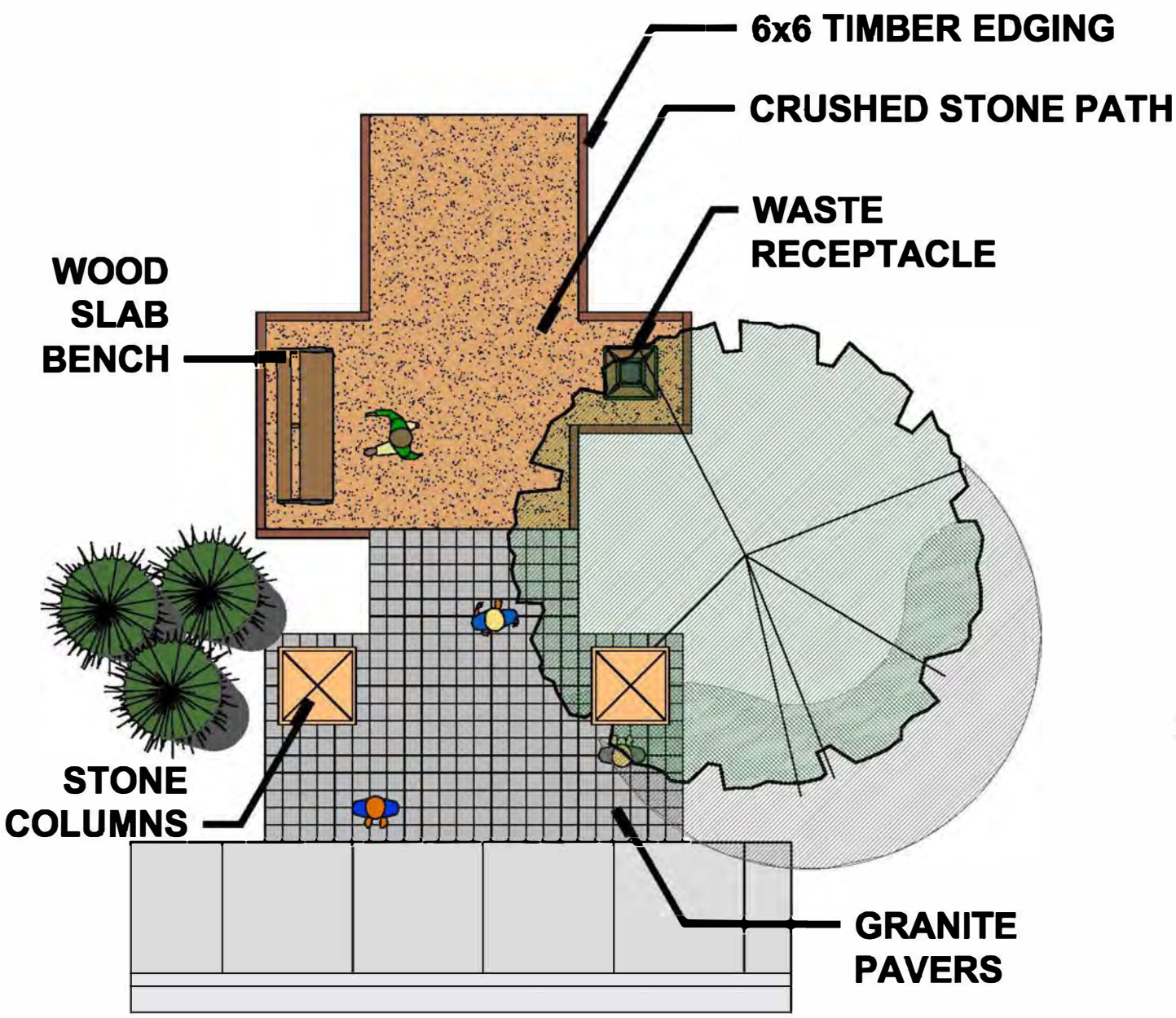
Tiffany Smith
President

Accepted this _____ day of February, 2022

_____
Carrie Laird, Parks & Recreation Manager

City Map


Quarton Lake Park
608 HARMON AVE
412 LAKESIDE RD
392 LAKESIDE RD
370 LAKESIDE RD
Quarton Lake
Booth Park
River Rouge
220 LAKE PARK DR
727 WILLITS ST
735 WILLITS ST
731 WILLITS ST
725 WILLITS ST
729 WILLITS ST
336 W MAPLE RD
Sunken Bridge Drain
1022 WATERFALL CT
1010 WATERFALL CT
1046 WATERFALL CT
1092 WATERFALL CT
180 S CHESTER ST
200 S CHESTER ST
380 S BATES ST
1
2
3
3
3



TRAIL ENTRY AND IDENTIFIER - PLAN VIEW

SCALE: $\frac{1}{4}$" = 1' -0"

PLANT LIST - WOODLAND RESTORATION

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE / HT.
Canopy Trees				
ASR	--	*Acer saccharum*	Sugar Maple	2" - 2-1/2" cal. B&B
CO	--	*Celtis occidentalis*	Northern Hackberry	2" - 2-1/2" cal. B&B
LT	--	*Liriodendron tulipifera*	Tulliptree	2" - 2-1/2" cal. B&B
Subcanopy Trees				
AA	--	*Amelanchier arborea*	Downy Serviceberry	2" cal. B&B
CA	--	*Cornus alternifolia*	Pagoda Dogwood	1" cal. B&B
CC	--	*Carpinus caroliniana*	Musclewood	2" cal. B&B
OV	--	*Ostrya virginiana*	American Hophornbeam	2" cal. B&B
Shrub Layer				
HV	--	*Hamamelis virginiana*	Witch-Hazel	36" ht. B&B
LB	--	*Lindera benzoin*	Spicebush	30" ht., 5 gal. pot
VD	--	*Viburnum dentatum*	Arrowwood Viburnum	30" ht., 5 gal. pot
VL	--	*Viburnum lentago*	Nannyberry Viburnum	30" ht., 5 gal. pot
VL	--	*Viburnum lentago*	Nannyberry Viburnum	30" ht., 5 gal. pot
Ground Layer				
ACA	--	*Asarum canadense*	Wild Ginger	6" - 12"
AT	--	*Arisaema triphyllum*	Jack-in-the-Pulpit	12" - 30"
CV	--	*Claytonia virginica*	Spring Beauty	6" - 12"
GM	--	*Geranium maculatum*	Wild Geranium	12" - 18"
HA	--	*Hepatica americana*	Round-Lobed Hepatica	4" - 6"
PP	--	*Podophyllum peltatum*	Mayapple	12" - 24"
PB	--	*Polygonatum biflorum*	Solomon's Seal	12" - 36"
SCA	--	*Sanguinaria canadensis*	Bloodroot	6" - 12"
SM	--	*Sanicula marilandica*	Black Snakeroot	12" - 48"
SR	--	*Smilacena racemosa*	False Solomon's Seal	12" - 36"
TG	--	*Trillium grandiflorum*	Showy Trillium	9" - 18"
FERNS				
AP	--	*Adiantum pedatum*	Maidenhair Fern	12" - 24"
PAC	--	*Polystichum acrostichoides*	Christmas Fern	12" - 24"

-- Quantity to be determined in the field.

KEY	QTY.	BOTANICAL NAME	COMMON NAME	SIZE / HT.	FLOWER COLOR	FLOWERING TIME
Shrub Layer						
AG	--	*Andromeda glaucaphylla*	Bog Rosemary	24" ht., 3 gal. pot		
CCA	--	*Chamaedaphne calyculata*	Leatherleaf	24" ht., 3 gal. pot		
GH	--	*Gaultheria hispidula*	Creeping Snowberry	24" ht., 3 gal. pot		
KP	--	*Kalmia polifolia*	Bog Laurel	24" ht., 3 gal. pot		
LG	--	*Ledum groenlandicum*	Labrador Tea	24" ht., 3 gal. pot		
LL	--	*Larix laricina* 'Girard's Dwarf'	Dwarf American Larch	24" ht., 3 gal. pot		
VC	--	*Vaccinium macrocarpa*	Cranberry	24" ht., 3 gal. pot		
Ground Layer						
MT	--	*Menyanthes trifoliata*	Bogbean	8" - 12"		
DS	--	*Drossera spp.*	Sundews	6"		
PO	--	*Pogonia ophioglossoides*	Pitcher Plants	9" - 18"		
SC	--	*Spiranthes cernua*	Ladies'-tresses	8" - 20"		
SS	--	*Sarracenia spp.*	Pitcher Plants	9" - 18"		

-- Quantity to be determined in the field.

LANDSCAPE DEVELOPMENT PLAN

scale: 1" = 20'

COST ESTIMATE

AREA	QTY.	COST	TOTAL
HERITAGE ZONE:			
* Tree Removal:	4	$500	$4,000.00
* New Plant Material:			
Deciduous Trees	3	$650	$1,950.00
Densiformis Yew	30	$120	$3,600.00
Winter Gem Boxwood	25	$120	$3,000.00
* Garden Bed Preparation:			$6,000.00
* Wood Fence:	80 l.f.	$30 l.f.	$2,400.00
* Metal Edging:	48 l.f.	$10 l.f.	$480.00
* Stone Mulch:	3 c.y.	$75 c.y.	$225.00
Subtotal			$21,655.00
TRANSITION ZONE:			
* Tree Removal:	3	$500 ea.	$1,500.00
* Stone Walls:	520 f.f.	$120 f.f.	$62,400.00
* Stone Steps:	340 s.f.	$80 s.f.	$27,200.00
* Exposed Aggregate Conc.	400 s.f.	$18 s.f.	$7,200.00
* New Plant Material:			
Deciduous Trees	5	$650	$3,250.00
Subtotal			$101,550.00
POND ZONE:			
* Tree Removal:	12	$500	$6,000.00
* Shrub Removal:			$4,000.00
* Pond Dredging:	$85,000 / ac.	0.12 ac.	$10,200.00
* Boulder Retaining Walls:	1,120 f.f.	$35 f.f.	$39,200.00
* Stone Walls:	260 f.f.	$120 f.f.	$31,200.00
* Crushed Limestone Path:	1,220 s.f.	$6 s.f.	$7,320.00
* Boardwalk:	360 s.f.	$65 l.f.	$23,400.00
* Wood & Cable Rail Fence:	96 l.f.	$25 l.f.	$2,400.00
* Concrete Sidewalk & Pad:	1,040 s.f.	$8 s.f.	$8,320.00
* Benches:	2	$350	$700.00
* Stone Patio:	670 s.f.	$22 s.f.	$14,740.00
* New Plant Material:			$25,000.00
Subtotal			$172,480.00
WOODLAND / RIVERINE ZONE			
* Tree Removal:	15	$500	$7,500.00
* Boulder Retaining Walls:	2,480 f.f.	$35 f.f.	$86,800.00
* Large Boulders:	6	$1,500	$9,000.00
* Stone Wall:	320 f.f.	$120 f.f.	$38,400.00
* Stone Steps:	744 s.f.	$60 s.f.	$26,160.00
* Crushed Limestone Path:	1,050 s.f.	$6 s.f.	$6,300.00
* Crushed Limestone Pad:	290 s.f.	$6 s.f.	$1,740.00
* Wood & Metal Handrail:	190 l.f.	$25 l.f.	$4,750.00
* River Overlook:			$14,000.00
* New Plant Material:			$25,000.00
* Benches:	2	$350	$700.00
* Invasive Species Eradication:			$12,000.00
Subtotal			$232,350.00
Total			$528,035.00
Pool Restoration:			$180,000.00

date: October 5, 2017
revised:
11-02-2017 Adjust for pond survey.
01-04-2018 Refine plan.
01-05-2018 Minor adjustments.

LANDSCAPE PLAN FOR:
City of Birmingham
151 Martin Street
Post Office Box 3001
Birmingham, Michigan
48012-3001
(248) 530-1808

PROJECT LOCATION:
Birmingham Museum/
John West Hunter Park
556 West Maple Road
Birmingham, Michigan
48009
Ms. Leslie Pielack, Director
(248) 530 1928

LANDSCAPE PLAN BY:
Nagy Devlin Land Design
31736 West Chicago Ave.
Livonia, Michigan 48150
(734) 634 9208

STATE OF MICHIGAN
J. BRIAN DEVLIN
NO.1260
REGISTERED LANDSCAPE ARCHITECT

J. Brian Devlin
AUTOCAD SIGNATURE
ORIGINAL IN BLUE

811 Know what's below. Call before you dig.

north

20' 0' 20' 40'
scale: 1" = 20'

CLP - 1: CONCEPTUAL LANDSCAPE MASTER PLAN

* Base data provided by Client from Atwell Hicks & HRC.

AGREEMENT OF Design Services for Trail Improvements

THIS AGREEMENT is entered into this ___ day of _____, 2022, by and between the **CITY OF BIRMINGHAM,** whose address is 151 Martin Street, Birmingham, MI 48009 (hereinafter referred to as the City) and MCSA Group, Inc. a Michigan Corporation, whose address is 529 Greenwood Avenue S.E., East Grand Rapids, MI 49506, (hereafter referred to as Consultant) and the foregoing shall collectively be referred to as the parties.

WHEREAS, the City through its Department of Public Services, desires Professional Services for the design and development of plans for trail improvements along the Rouge River Trail Corridor and in connection therewith has requested a proposal from MCSA Group, Inc.; and

WHEREAS, Consultant has unique knowledge and qualifications that meet the specific project requirements, and after request as a single source provider, has provided a cost proposal to perform design development of plans and cost estimates for trail improvements along the Rouge River Trail Corridor;

NOW, THEREFORE, in consideration of the foregoing preambles, the adequacy of which is acknowledged by and between the parties to this Agreement, the parties agree as follows:

1. **MUTUALLY AGREE:** It is mutually agreed by and between the parties that the City's Request for Proposal for professional services for design development of trail improvements Court dated January 11, 2022, for an amount not to exceed $11,800.00 which includes design development plans and cost estimates for trail improvements along the Rouge River Trail Corridor shall be fully incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto (attached hereto as Attachment "A").

2. **TERM:** This Agreement shall have a term of 1 year from the date stated above. The City shall have the right to unilaterally terminate this Agreement on thirty (30) days written notice. In the event of termination, the Consultant shall receive compensation for services to the date the termination takes effect and the City shall be entitled to retain and use the results of all plans, specifications, and construction documents prepared by the Consultant through such date.

3. **TERMS OF PAYMENT:** The Consultant will invoice monthly for all labor supplied and work completed. In no event shall invoices be submitted more than 45 days after completion of services. Submitted invoices shall include the following detailed information: the type of work performed, the time spent on the work, the individual who performed the work and the per hour billing rate charged. The City may, at its sole discretion demand review and the right to request at any time further detailed accounting information for any or all bills. The right to inspection of any bill and invoice shall never be at any cost or billings to the City, nor shall preparation of said invoices be billed to the City or against the general retainer. Payment terms will be net 30 days unless otherwise specified by the City.

4. Consultant shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. INSURANCE SUBMISSION REQUIREMENTS: The Consultant has submitted proof to the City that it meets all City insurance requirements. Insurance, with coverage amounts at no less than the City's minimum requirements, must be held by the Consultant throughout the term of this Agreement. Certificates of insurance as stated below will be required no later than five (5) business days from the date of Consultant's acceptance of the terms of this Agreement.

6. CONFIDENTIAL AND OR PROPRIETARY INFORMATION: The Consultant acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Consultant recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City. Therefore, the Consultant agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Consultant shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Consultant further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. INDEPENDENT CONSULTANT: The Consultant and the City agree that the Consultant is acting as an independent contractor with respect to the Consultant's role in providing services to the City pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Consultant nor its employees shall be construed as employees of the City. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City nor the Consultant shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Consultant shall not be considered entitled or eligible to participate in any benefits or privileges given or extended by the City, or be deemed an employee of the City for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City.

8. COMPLIANCE WITH LAWS: Consultant agrees to fully and faithfully carry out the duties of set forth herein using its best efforts in accomplishing all assignments from the City, and further, in addition to upholding all federal, and state laws and applicable codes of professional conduct to which Consultant is subject, Consultant hereby agrees to be bound by all Federal, State, or City of Birmingham ordinances, rules, regulations and policies as are amended from time to time, and including without limitation the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, the Transportation Safety Act and the Occupational Safety and Health Acts.

9. NON-COMPLIANCE WITH INSURANCE REQUIREMENTS: Failure to deliver and maintain insurance in accordance with the terms of this Agreement will be cause for the City,

by and through its City Manager, to terminate this Agreement, or at the City's option, the City may purchase on the open market such required insurance and shall be entitled to charge any additional cost to the Consultant, either by offset to any amounts due and owing Consultant for services provided to the City, or, by separate bill and demand for payment. Nothing in this paragraph shall be deemed to create or be interpreted as establishing a "for cause" termination; Consultant agrees and understands that its engagement is at will and may be terminated by the City Manager for any cause or no cause.

10. INDEMNIFICATION: To the fullest extent permitted by law, the Consultant and any entity or person for whom the Consultant is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on their behalf against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on their behalf, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arise out of the acts, errors or omissions of the Consultant including its employees and agents, in the performance of this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City.

11. STANDARD INSURANCE REQUIREMENTS:

The Consultant shall maintain during the life of this Agreement the applicable types of insurance coverage and minimum limits as set forth below:

A. Workers' Compensation Insurance:

For Non-Sole Proprietorships: Consultant shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

For Sole Proprietorships: Consultant shall complete and furnish to the City prior to the commencement of work under this Agreement a signed and notarized Sole Proprietor Form, for sole proprietors with no employees or with employees, as the case may be.

B. Commercial General Liability Insurance: Consultant shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Consultant Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

C. Motor Vehicle Liability: Consultant shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than $1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following **Additional Insureds: The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.** This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.

E. Professional Liability: If applicable, professional liability insurance with limits of not less than $2,000,000 per claim if Consultant will provide services that are customarily subject to this type of coverage.

F. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Consultant shall deliver renewal certificates and/or policies to the City at least (10) days prior to the expiration date.

G. Proof of Insurance Coverage: Consultant shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.

1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance, or a signed and notarized copy of the Sole Proprietor Form;
2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance, if applicable;
5) If so requested, Certified Copies of all policies mentioned above will be furnished.

H. Maintaining Insurance: Upon failure of the Consultant to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

12. WRITTEN NOTICES: Written notices regarding this Agreement shall be addressed to the following:

City: City of Birmingham
P.O. Box 3001
Birmingham, Michigan 48012
Attn: Lauren Wood

Consultant: MCSA Group, Inc.
529 Greenwood Avenue S.E.
East Grand Rapids, Michigan 49506
Attn: Tiffany Smith

13. COVID: The Consultant shall follow all of the City's COVID-19 safety protocols while on City property. Additionally, Consultant staff which will be in physical contact with city staff must have current vaccinations against COVID-19. The City, at its discretion, may ask for proof of vaccination of Consultant staff. Failure to provide proof of vaccination when requested will cause the City to request un-vaccinated personnel to leave, request alternate staff, and if the Consultant is unable to comply, this violation of safety protocols will constitute a breach of contract by the Consultant.

14. AMENDMENTS: No amendment, modification or supplement to this Agreement shall be binding unless it is in writing and signed by authorized representatives of the parties.

15. WAIVER OF BREACH: No waiver by either party of any breach of any of the terms, covenants or conditions herein contained by the other party shall be construed as a waiver of any succeeding breach of this same or of any other term, covenant or condition.

16. COMPLETE AGREEMENT: The parties agree that the conditions set forth in this Agreement sets forth all terms and conditions of Consultant agreement with the City of Birmingham. This Agreement supersedes all prior agreements or understandings between the parties. There are no promises, conditions or understandings other than those stated herein, and, that any prior negotiations, terms or conditions discussed between the City and the Consultant shall not constitute a part of this Agreement. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.

17. DIRECT OR INDIRECT INTEREST: If, after the effective date of this Agreement, any official of the City, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Consultant, the City shall have the right to terminate this Agreement without further liability to the Consultant if the disqualification has not been removed within thirty (30) days after the City has given the Consultant notice of the disqualifying interest. Ownership of less than one percent (1%) of the

stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

18. FAILURE TO PERFORM. If Consultant fails to perform its obligations hereunder, the City may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

19. LEGAL PROCEEDINGS: Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds $1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL §600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in a federal or state court with jurisdiction over Oakland County, Michigan.

20. RESPONSE TO REQUESTS FOR PROPOSALS: The Consultant shall be held to and bound by all terms, conditions, warranties and representations which it made in its written response or proposal dated January 11, 2022, (attached hereto as Attachment "B"). In the event of a conflict in any of the terms of this Agreement and the Consultant's January 11, 2022 proposal, the terms of this Agreement shall prevail.

21. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City of Birmingham will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City of Birmingham.

IN WITNESS WHEREOF, the parties hereto agree to be bound by the above terms and conditions, and Consultant, by its authorized signature below, expressly accepts this Agreement upon the above provided terms and conditions contained in this Agreement as of the date first above written.

MCSA Group, Inc.
Consultant

By: [signature]

Its: President

STATE OF MICHIGAN)
) ss:
COUNTY OF ~~OAKLAND~~ Kent)

On this 14th day of February, 2022 before me personally appeared _____, who acknowledged that with authority on behalf of Tiffany Smith to do so he/she signed this Agreement.

[signature]
Suzanne M. Vanderveen Notary Public
Kent County, Michigan
Acting in _____ County, Michigan
My commission expires: 7-10-2026

CITY OF BIRMINGHAM:

By: _____
Therese Longe, Mayor

By: _____
Alexandria D. Bingham, City Clerk

APPROVED:

Thomas M. Markus, City Manager
(Approved as to substance)

Lauren A. Wood
(Approved as to substance)

Mary M. Kucharek, City Attorney
(Approved as to form)

Mark A. Gerber, Finance Director
(Approved as to Financial Obligation)

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/21/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

StateFarm

BILL COLE
2169 WEALTHY ST SE
GRAND RAPIDS, MI 49506

CONTACT NAME: DEB NOWACZYK
PHONE (A/C, No, Ext): 616-458-4994 FAX (A/C, No): 616-214-3007
E-MAIL ADDRESS: DEBBI@BILLCOLEAGENCY.COM

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: State Farm Mutual Automobile Insurance Company	25178
INSURER B: State Farm Fire and Casualty Company	25143
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

MC SMITH ASSOCIATES & ARCHITECTURAL GROUP INC
529 GREENWOOD AVE SE
GRAND RAPIDS, MI 49506

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	Y		92-CH-W309-9	01/28/2022	01/28/2023	EACH OCCURRENCE	$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$ 4,000,000
							PRODUCTS - COMP/OP AGG	$ 4,000,000
								$
	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			697-3366-D09-22	10/09/2021	04/09/2022	COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$ 500,000
							BODILY INJURY (Per accident)	$ 500,000
							PROPERTY DAMAGE (Per accident)	$ 250,000
								$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N ☐ (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		92-EM-F857-6	01/22/2022	01/22/2023	☐ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employee and volunteers hereof.

CERTIFICATE HOLDER

CITY OF BIRMINGHAM
PO BOX 3001
BIRMINGHAM, MI 48012
ATTN: LAUREN WOOD

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Deborah M Nowaczyk

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 02/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Moore Insurance Services, Inc.
67 N. Howell
P.O. Box 207
Hillsdale MI 49242

CONTACT NAME: Cyndi Armstrong
PHONE (A/C, No, Ext): (517) 439-9345 FAX (A/C, No): (517) 439-5536
E-MAIL ADDRESS: carmstrong@mooreinsuranceservices.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: RLI Insurance Company	13056
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

M.C. Smith Associates and Architectural Group, Inc
DBA: MCSA Group, Inc.
529 Greenwood Avenue SE
East Grand Rapids MI 49506

COVERAGES **CERTIFICATE NUMBER:** CL2112803494 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY PRO-JECT LOC OTHER:						EACH OCCURRENCE	$
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
							GENERAL AGGREGATE	$
							PRODUCTS - COMP/OP AGG	$
								$
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB EXCESS LIAB OCCUR CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability w/ Pollution Incident			RDP0041865	12/27/2021	12/27/2022	Per Claim	$2,000,000
							Aggregate	$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Design Services for Trail Improvements

CERTIFICATE HOLDER

City of Birmingham
P.O. Box 3001
Birmingham MI 48012

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Eric A Moore

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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.

MCSA GROUP, Inc.
Landscape Architects and Architects
EAST GRAND RAPIDS • MICHIGAN

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

529 Greenwood Avenue S.E. • East Grand Rapids, Michigan 49506 • 616-451-3346 • FAX 616-451-1935

MCSA GROUP, Inc.
Landscape Architects and Architects
EAST GRAND RAPIDS • MICHIGAN

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

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.

MCSA GROUP, Inc.
Landscape Architects and Architects
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Park & Recreation 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 – $3,600
EGLE Permit $2,000

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

Re: Crestview Park - pickleball courts

1 message

Carrie Laird <Claird@bhamgov.org> Fri, Oct 7, 2022 at 9:49 AM
To: John Martell <jlmartell@gmail.com>
Cc: lwood@bhamgov.org, Lisa <lisabeauchamp@gmail.com>, Folk, Connie <Cfolk@bhamgov.org>

Good morning John,

I apologize for the delay in response, appreciate your patience. The pictures are great, by the way. We value the input.

I'd like to start by providing some background information for you. The city began looking at options on where to locate Pickleball courts in the park system back in May of 2021. Pickleball was a priority project for the Parks and Recreation Bond, approved in 2020. Public input was gathered throughout the entire process and numerous discussions took place at Parks and Recreation Board meetings. Throughout the process, considerations included parking, other park use and activity levels, accessibility, noise and proximity to surrounding residences, among other items. Five potential locations were narrowed to three, Crestview was one of the top three. Kenning Park was number one.

The original hope was to build new courts, and had we proceeded with new courts, it would have been at the Kenning Park location, at the corner of E. Lincoln and S. Eton.

However, we also looked at Tennis Court conversion to Pickleball. The city had 16 tennis courts at 7 locations in its inventory. This number does not include the 7 tennis courts at Seaholm High School. The National Parks and Recreation Association guideline for the number of tennis courts in a community is 1 per every 2,000 residents which equals 10 for Birmingham.

A number of reasons led to Crestview Park as the choice for a conversion of Tennis Courts to 6 Pickleball courts, including but not limited to:

- Parks and Recreation Bond dollars were allocated toward other priority projects, not enough available to build new courts
- recommendation from USA Pickleball and the avid Pickleball players in the community is to provide a minimum of 6 courts at one location to accommodate league and round robin play
- Pickleball is in high demand, community wanted something in place, the sooner the better- hence 2 courts in place now
- Potential project conflict with timing in the location of Kenning Park (new streetscape on S. Eton)

After vetting all of the above and more, the Parks and Recreation Board made a recommendation to the City Commission to proceed with a conversion of tennis courts to Pickleball at Crestview Park and the City Commission approved this project.

We will share your feedback at the upcoming Parks and Recreation Board meeting on October 11th. Also, we are looking into sound reducing fencing and are monitoring the parking and traffic as well. Let's stay in touch and continue discussion as we move forward.

Thank you!

On Tue, Oct 4, 2022 at 9:34 PM John Martell <jlmartell@gmail.com> wrote:

> Hi Lauren and Carrie,
>
> This photo was of 8 cars at the two pickleball courts at 5:30pm today which aligns with the parking estimate in my previous note. There were also some cars on Southlawn but I am not sure if they were there for pickleball. Please keep us posted on your thoughts regarding the original note below.
>
> Best regards,
> John

On Oct 2, 2022, at 2:22 PM, John Martell <jlmartell@gmail.com> wrote:

Hi Lauren and Carrie,

I would like to start by saying we are new to the area and we have enjoyed the parks. You do a great job maintaining them.

We noticed in Birmingham Beat that 6 new pickleball courts have been planned at Crestview Park. The last update neighbors could find was that pickleball courts were voted to be at Kensington Park. We live across the street from Crestview Park and have concerns with this plan. I will include a few point below. Could we see the plans for this new configuration and have a conference call to discuss? We would be happy to invite neighbors so that other can hear the explanation at once.

- **General safety**. Walkers, park attendees, and neighborhood children use grounds and playground on the north end and speed is already a problem. Street parking obscures views for pedestrians and drivers and we have observed numerous close calls.
- **Car traffic**. The current 2 courts can draw 6 plus cars since many drive and this park only has parking on 2 streets with no onsite parking. Pickleball typically gets played with 4 players which could imply up to 24 cars for 6 courts and 48 cars at change over. Have car parking estimates been made? This morning the park playground area had 15 cars by 10am (picture attached).
- **Southlawn street access**. Parked cars on the north and south side of Southlawn near Southfield Rd create a safety issue since westbound cars on Southlawn often end up toward the middle of the road as drivers try to turn right from Southfield onto Southlawn.
- **Noise**. The noise difference with 2 courts is noticeable for 2 pickleball courts versus 2 tennis courts. 6 courts will create constant noise for residents who try to enjoy outdoor space at their home. Have decibels been studied for 6 courts relative to home proximity?

Best regards,
John and Lisa Martell
1519 Shipman Blvd

--

Carrie A. Laird
Parks & Recreation Manager
851 S. Eton
Birmingham, MI 48009
248-530-1714

Important Note to Residents
Let's connect! Join the Citywide Email System to receive important City updates and critical information specific to your neighborhood at www.bhamgov.org/citywideemail.

Golf Report – October 6, 2022

The golf season is winding down, and we are pleased to report that we had another great year of golf. The club events were well received with full participation for each event and we are looking forward to our 9th Annual Turkey Charity Tournament being held on Saturday – November 5th. I anticipate that this event will fill up quickly and we will hold a 2nd event on the Nov 6th, if needed. The rounds are lower compared to the COVID years, but people are enjoying the game and playing more as compared to 2019. Our focus remains on creating a fun, stress-free environment for all our members and guests so they continue to choose to play Lincoln Hills and Springdale.

Rounds 5-Year History

MONTH	2018			2019			2020			2021			CY Sept 30, 2022		
	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	0	0	0	297	0	297	216	0	216	666	0	666	0	0	0
April	2,471	0	2,471	2,157	1,569	3,726	918	324	1,242	3,922	3,697	7,619	2,263	2,222	4,485
May	4,303	2,410	6,713	3,425	2,819	6,244	5,096	4,368	9,464	5,446	4,855	10,301	5,679	5,230	10,909
June	5,245	4,544	9,789	5,322	4,232	9,554	6,476	5,985	12,461	6,322	4,742	11,064	5,815	4,911	10,726
July	5,858	5,027	10,885	5,518	4,788	10,306	7,514	5,792	13,306	5,234	5,341	10,575	5,634	5,497	11,131
August	3,950	3,893	7,843	4,459	4,461	8,920	5,189	5,350	10,539	4,552	5,118	9,670	4,255	4,773	9,028
September	2,929	2,828	5,757	3,026	2,998	6,024	4,904	4,124	9,028	3,855	3,930	7,785	3,688	3,902	7,590
October	1,289	1,486	2,775	2,510	1,696	4,206	3,279	1,916	5,195	3,141	1,810	4,951			0
November	0	383	383	306	0	306	2,576	0	2,576	1,434	0	1,434			0
December	0	0	0	0	0	0	0	0	0	0	0	0			0
TOTALS	**26,045**	**20,571**	**46,616**	**27,020**	**22,563**	**49,583**	**36,168**	**27,859**	**64,027**	**34,572**	**29,493**	**64,065**	**27,334**	**26,535**	**53,869**

Membership Analysis - 6 Years

MEMBERSHIPS	CY 2017		CY 2018		CY 2019		CY 2020		CY 2021		CY Sept 30, 2022	
	#	%	#	%	#	%	#	%	#	%	#	%
Business	**92**	10%	**107**	12%	**58**	8%	**68**	6%	**83**	7%	**70**	5%
Non-Resident - Individual	**502**	56%	**499**	56%	**426**	59%	**636**	60%	**759**	61%	**831**	65%
Non-Resident - Dual	**220**	24%	**222**	25%	**193**	27%	**247**	23%	**279**	22%	**263**	20%
Non-Resident - Family	**84**	9%	**59**	7%	**51**	7%	**106**	10%	**124**	10%	**120**	9%
Total	**898**	100%	**887**	100%	**728**	100%	**1,057**	100%	**1,245**	100%	**1,284**	100%

RESIDENT MEMBERSHIPS	CY 2017		CY 2018		CY 2019		CY 2020		CY 2021		CY Sept 30, 2022	
	#		#		#		#		#		#	
Resident	**1,898**		**1,744**		**1,675**		**1,809**		**1,978**		**1,955**	
TOTAL MEMBERSHIPS	**2,796**		**2,631**		**2,403**		**2,866**		**3,223**		**3,239**	

REVENUES	SALES CY Sept 30, 2021		SALES CY Sept 30, 2022		DIFFERENCE
Greens Fee	$651,228	55.53%	$655,757	54.10%	$4,529
Cart Fee	$209,359	17.85%	$218,867	18.05%	$9,507
Memberships	$221,578	18.89%	$228,700	18.87%	$7,122
Food & Beverage	$38,996	3.33%	$51,630	4.26%	$12,634
Beer	$49,878	4.25%	$55,496	4.58%	$5,618
Wine	$1,732	0.15%	$1,779	0.15%	$46
Total	**$1,172,772**	**100.00%**	**$1,212,227**	**100.00%**	**$39,456**