



**Parks and Recreation Board Agenda**  
**Department of Public Services**  
**851 South Eton-Conference Room**  
**Tuesday, January 14, 2025**  
**6:30 PM**

- I. Call to order**
- II. Roll Call**
- III. Announcements, Introductions of Guests & Chairpersons Comments**
  - 1. Ad Hoc Senior/Recreation Center Committee (SCC) - Update
- IV. Open To The Public for Items Not On the Agenda** *(two minutes per person)*
  - No one may speak a second time until everyone in the audience has spoken.
  - The chairperson may alternate speakers pro & con on issues being discussed.
- V. Approval of the minutes of: December 3, 2024** *(regular meeting)*
- VI. Unfinished Business**
- VII. New Business-** *Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.*
  - 1. Nomination of 2025 Parks and Recreation Board Chairperson/Vice-Chairperson
  - 2. Booth Park Entry Plaza & Trail Improvements Project - Update
- VIII. Miscellaneous Communications**
- IX. Reports From Staff**
  - 1. Park Capital Planning
- X. Items for Next Meeting**
- XI. Adjournment**

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:** <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.

**City of Birmingham**  
**Parks And Recreation Board Meeting Minutes**  
**December 3, 2024, 6:30 p.m.**  
851 South Eton - Conference Room

**I. Call To Order**

The meeting was called to order at 6:30 p.m.

**II. Roll Call**

**Present:** Vice Chair Pam Graham; Board Members Susan Collins, Jessica Einstein, Sarah Kupczyk, Anne Lipp; Alternate Board Members Narlu Castellano, Joseph Wrobel

**Absent:** Chair Heather Carmona; Board Member Steve Sweeney; Student Representative Ella Bassett

**Staff:** Department of Public Services Director Zielinski; Parks and Recreation Manager Laird, Forestry and Environment Foreman McGaughey, Parks And Recreation Foreman McNab, Recreation Coordinator Schultz

**Guests:** Jeffrey Johnson

Vice Chair Graham served as acting Chair for the meeting in Chair Carmona's absence.

By Board consensus, Ann Lipp served as acting Vice Chair for the meeting.

**III. Announcements, Introductions Of Guests & Chairperson Comments**

Acting Chair (AC) Graham offered year-end comments, in which she expressed gratitude to the Board and staff for their work and effort.

**1. Ad Hoc Senior/Recreation Center Committee (SCC) - Update**

AC Graham provided the update.

**IV. Open To The Public For Items Not On The Agenda**

**V. Approval Of The Minutes - November 12, 2024**

Motion by Lipp

Seconded by Graham to approve the minutes as set forth in our packet from the November 12th meeting, as corrected.

Motion carried, 7-0.

ROLL CALL VOTE

Yeas: Collins, Einstein, Graham, Lipp, Kupczyk, Castellano, Wrobel

Nays: None

**VI. Unfinished Business**

**1. E-Bike Municipality Comparisons, Park Rules and Ordinance**

Staff presented the item and answered informational questions from the Board.

Board members raised the following points during discussion:

- Ordinance language could include guidance that e-bike users should behave safely and respectfully on the trails, and the City could consider adding more specific language about conduct in the future if necessary.
- E-bikes are a relatively uncommon mode of transportation in Birmingham and the surrounding areas presently.
- Some businesses in other cities offer e-bikes for rent. If these circumstances were to occur in Birmingham, including language in the rental contracts about appropriate use could reduce the likelihood of potential issues.
- It is difficult to distinguish between class one and class two e-bikes visually.
- It might be most appropriate to trial a permit process for all e-bike usage within Birmingham parks through the Department of Public Services. If this is implemented, violations should be handled with an initial warning since it may not occur to e-bike users that a municipal permit would be required.
- Other options could include:
  - Allowing class one, or classes one and two, e-bikes to be used without a permit and requiring that higher classes receive a permit, or
  - Allowing class one, or classes one and two, e-bikes with a permit and prohibiting all higher classes, or
  - Allowing class one, or classes one and two, e-bikes to be used without a permit and prohibiting all higher classes, or
  - Requiring that e-bike users sign an agreement regarding the rules of e-bike use in the parks.
- While medical exemptions for allowing e-bike usage could be explored, questions of legality or staff knowledge would also be relevant.
- If a permitting process and a permit fee is implemented, applicants with medical exemptions should have the permit fee waived.
- Since e-bikes can be operated entirely manually, requiring medical exemptions for all e-bike usage could prevent manual riders on e-bikes from accessing Birmingham trails.

Motion by Lipp

Seconded by Graham to recommend that staff work with the City Attorney to determine what is required as far as a rule or regulatory change to permit the use of e-bikes of class one or two in our parks, and to accommodate language requiring safe and respectful operation.

Motion carried, 5-1.

ROLL CALL VOTE

Yeas: Einstein, Graham, Lipp, Kupczyk, Castellano

Nays: Wrobel

Abstain: Collins

AC Graham asked that staff track any public or departmental comments received once the new policy is implemented.

Public Comment

Mr. Johnson commented that speed guidelines can be helpful for e-bike users, and that he was seeking clarification on the process of registering his e-bike with the Michigan Department of Natural Resources.

## **VII. New Business**

### **1. Booth Park Entry Plaza & Trail Improvements Project - Update**

Staff provided the update and answered informational questions from the Board. The Board briefly paused formal discussion to test possible chair options for the Park, and then resumed formal discussion.

Board members raised the following points during discussion:

- The Rhonda chair style might be more comfortable for taller people. This chair style can also be stacked ten high, which could be useful for park maintenance.
- The Mom chair style can be stacked four high.
- One Board member found the Mom chair style more comfortable. The remaining Board comments regarding comfort favored the Rhonda chair style.
- A hole in the back of the chair can make it harder to seat smaller children or to rest items on the chair.
- Both options were aesthetically pleasing.
- The architect should be informed that staff and the Board thoughtfully evaluated the chairs, and that they were both good options.
- This project has been on track for summer 2025. If the City receives the MDNR grant for this project, then this project would be delayed. In the interim, there would be opportunities to improve City parks in other ways, and to modify parts of the plan.

Motion by Einstein

Seconded by Graham to move forward with the Rhonda chair.

Motion carried, 6-1.

ROLL CALL VOTE

Yeas: Graham, Lipp, Carmona, Kupczyk, Wrobel, Sweeney

Nays: Castellano

## **VIII. Miscellaneous Communications**

Communications may be found in the evening's agenda packet.

## **IX. Reports From Staff**

### **1. Spotted Lanternfly**

FEF McGaughey presented the report and answered informational questions from the Board.

Board members raised the following point during discussion:

- Using the City's communications to publicize the issue, as well as the City's preventative efforts and collaboration with regional groups, would be worthwhile.

## **X. Items For Next Meeting**

## **XI. Adjournment**

The meeting was adjourned at 7:45 p.m.

Connie Folk, Ice Arena and Facilities Superintendent

A handwritten signature in black ink, appearing to read 'Laura Eichenhorn', with a stylized, flowing script.

Laura Eichenhorn, City Transcriptionist



## MEMORANDUM

Department of Public Services

**DATE:** January 10, 2025

**TO:** Parks and Recreation Board

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

**SUBJECT:** Booth Park Entry Plaza & Trail Improvements Project - Update

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Birmingham was recommended for funding for the Michigan Department of Natural Resources Trust Fund Grant for the maximum amount of \$400,000!

Next steps: Birmingham will enter into an agreement with the MDNR. Once the agreement is finalized, the Department will review the bid documents including all plans and specifications with the MDNR, make any required changes, and proceed with the request for proposals for the Booth Park Entry Plaza and Trail Improvements project.

The Booth Park Entry Plaza and Trail Improvements project, including an update about the current status of our grant application as stated above, was reviewed and approved by the City Commission at their December 16, 2024 meeting. Draft minutes from the meeting are attached to this report, along with the memorandum to the City Commission. A link to the entire presentation including plans and background information is available on the City Commission page of the website ([Agenda](#)), beginning on page 280.

Attachments:

Memorandum to City Commission for the 12-16-24 City Commission Meeting  
Draft Minutes from 12-16-24 City Commission Meeting



## MEMORANDUM

Department of Public Services

**DATE:** December 2, 2024

**TO:** Jana L. Ecker, City Manager

**FROM:** Carrie Laird, Parks and Recreation Manager  
Scott Zielinski, DPS Director

**SUBJECT:** Booth Park Entry Plaza & Trail Improvements

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### INTRODUCTION:

The Booth Park entry plaza and trail improvements preliminary landscape plan was reviewed by the City Commission at the August 12, 2024 City Commission meeting ([Agenda/Minutes](#)) as a check in point to garner additional feedback and comments before the progression of construction designs for the project.

Prior to the August 12, 2024 City Commission meeting, the preliminary plan was routed to the appropriate boards and committees for review and comment following a public engagement period (May 2024) on Engage Birmingham and a public input session at the Parks and Recreation Board.

Upon direction from the City Commission at the August 12, 2024 meeting, designs and drawings for construction have progressed, incorporating all elements of the landscape plan, with the selection of the custom "bespoke" option for the restroom facility, and eliminating four parking spaces on N. Old Woodward.

### BACKGROUND:

The Parks and Recreation Bond (approved by Birmingham voters in November of 2020) Priority List includes trail improvements and the Booth Park corner feature. Since then, a Trail Improvements Concept Plan (TICP) was developed and accepted by the City Commission in September of 2023 ([Agenda/Minutes](#)). The Commission also approved moving forward with the first phase for improvements, the Booth Park section of the plan at that time.

At the March 18, 2024 City Commission Meeting ([Agenda/Minutes](#)), Grissim Metz Andriese Associates was selected to perform professional design services for the Booth Park entry plaza and trail improvements project.

Following a kick off meeting at the Parks and Recreation Board in April of 2024, a preliminary plan was first introduced at a public input session at the Parks and Recreation Board on May 7, 2024 ([Agenda/Minutes](#)). This preliminary plan was available to the public on Engage Birmingham by way of survey during the month of May, 2024. The Parks and Recreation Board provided additional input at their June meeting ([Agenda/Minutes](#)) and the plan has continued to be an ongoing agenda item at Parks & Recreation Board meetings.

Topics most often discussed during public engagement include the restroom, accessibility enhancements, and safety and security measures including lighting and cameras. Much of the feedback, including from the Planning Board at their June 26, 2024 meeting ([Agenda/Minutes](#)), was regarding the restroom, and in favor of a custom restroom facility rather than the prefabricated style. The Birmingham Shopping District Board agreed at their August meeting.

As previously stated, upon direction from the City Commission at the August 12, 2024 meeting, designs and drawings for construction have progressed, incorporating all elements of the landscape plan, with the selection of the custom “bespoke” option for the restroom facility, and the elimination of four parking spaces on N. Old Woodward. Since then, designs and bid specifications have progressed to 95%, additional City department plan reviews have occurred, the park plan has been updated, and the Department of Public Services (DPS) has launched a Booth Park Donation campaign utilizing a new donation tracking software. 3D images provided by Grissim, Metz, Andriese will be utilized to promote the park project and for fundraising purposes.

### **Restroom**

At the October 1, 2024 Parks and Recreation Board meeting ([Agenda/Minutes](#)), the Parks and Recreation Board provided feedback on materials selection for the custom restroom. The Board, receiving staff input, discussed and advised on exterior color, interior fixtures, flooring, lighting and security, keeping in mind maintenance and ventilation needs. The restroom will be open year round, and will require heat. The Board recommended an adult changing table be installed in at least one (of two) of the family style units to be more inclusive and accessible. Additionally, feedback was provided from the Board on the landscape plan, and lighting for the seating area with the ability to dim/turn off lights for movie night events was considered.

### **Donations**

The Parks and Recreation Board, also at the October 1, 2024 meeting, updated the Booth Park Donor Policy. The current donor wall has room for an additional matching plaque with varying giving levels in the updated policy. Additionally, unique recognition opportunities will be offered for significant donations of \$25,000 or more. The positioning of the restroom facility will not negatively impact the view of the donor wall. As mentioned above, a Booth Park fundraising campaign will be promoted through various communication methods in addition to physically on site at the park.

## **Construction**

Two site control plans for construction were reviewed by the Police Department, Building Department, Engineering Department, and the Department of Public Services. One plan is for a partial park closure (keeping the playground area only open), while the another plan is for a full park closure. The City rules require a six foot screened chain link fence to be installed around the area of construction for all construction projects. The Police Department recommends the full park closure due to safety and security concerns. DPS staff recommends the full park closure due to dust, noise, equipment traffic, and debris in/around/in close proximity to the play area. The Parks and Recreation board recommended the full park closure be implemented during construction based upon feedback from staff and the Police Department. With a full closure, the DPS will work on maintenance improvements to the existing playground such as replacing boards as needed, painting, and patching/adding rubberized path material.

## **MDNR Grant Funding**

As described at previous meetings, the City applied for a Michigan Department of Natural Resources (MDNR) for a Trust Fund Grant for the maximum amount of \$400,000.00. On December 12, 2024, the MDNR announced that the City of Birmingham will be recommended for funding for the maximum amount of \$400,000! While this is great news, the MDNR will require entering into an agreement prior to bidding out the project. This will significantly affect the timeline of construction, as 2023 MDNR Trust Fund grant award recipients did not enter into their final agreements until October of 2024. It is difficult to determine if this will be the trend for the 2024 project awardees. Once agreements are finalized, the MDNR will review bid specifications and scope of work for projects prior to bidding. The DPS estimates that at earliest, the project could begin late fall of 2025.

## **FISCAL IMPACT:**

The budgeted amount including design and construction (over the course of fiscal years 2023-2024 and 2024-2025) for this project is \$1,108,850. Remaining funds available this fiscal year from the Park System Construction Fund, Land Improvements Account #408.2-901.751-979.0000 total \$861,863. Additionally, the City received a grant from Oakland County to be applied to Booth Park design work in the amount of \$25,000, which will credit this account at a future date.

The MDNR grant award of \$400,000 allows the City to accomplish the project without requiring as much of a budget amendment, as the budget estimate dated 8-6-24 is \$1,521,748.75. However, due to the acceptance of a MDNR Trust Fund grant, the project may not be awarded this fiscal year. The budgeting process will allow us to budget funds for the 2025-2026 fiscal year to accomplish the Booth Park project, and utilize the funds originally slated for Booth Park this fiscal year for upgrading playground equipment at West Lincoln Park, Pumphouse Park and potentially others.

As previously stated, the City is planning to provide donation opportunities as part of this project. These will include varying levels of general donations that may be used toward park amenities such as benches, tables and chairs, picnic tables, trees, the overlook area at the rain garden, restroom facility, the trail entry feature and landscaping features. In total, these types of donation items could amount to approximately \$500,000-\$600,000. For previous projects such as Adams, Barnum, and Booth Phase 1, the City has received donations from a range of approximately

\$80,000 to \$200,000. The Department of Public Services (DPS) has already secured a donor for a portion of the walkway and associated area. The City has a formal agreement for the costs associated with the area for approximately \$25,000.

#### SUSTAINABILITY:

The design incorporates a rain garden with native plantings and permeable pavers. Recycled and durable materials will be considered for site furnishings such as benches, tables and litter/recycling containers.

#### DESIGN CONSIDERATIONS:

Feedback from the Parks and Recreation Master Plan process, and opportunities for public input for this project along with other City initiatives has resulted in restroom facilities in the park system becoming a priority. The need is great for a restroom facility at this location with the number of visitors, proximity to the Farmers Market, Movie Nights, and a beloved community built playground. The location of the restroom at Booth Park has been thoroughly vetted as it is perhaps the most important design consideration of this project. Accessibility needs have been addressed, it is in a visible location for safety and security, but not positioned in such a way that diminishes the natural beauty of the park. Direction was given by the City Commission to proceed with the custom “bespoke” version of the restroom facility opposed to a pre-fabricated unit to further enhance the aesthetics of the restroom.

Another high priority for the community is accessibility. Booth Park, with its proximity to the Rouge River, elevation changes, events and custom playground is a desirable location for visitors. The need for greater accessibility for all has been considered throughout the design process thus far, including accessible restrooms, seating, and scenic areas with a view of the river.

Consideration was given as to whether or not parking spaces should be eliminated at the corner along N. Old Woodward in order to open up the view of the entrance, welcoming pedestrian visitors. Based upon direction from the City Commission at the August 12, 2024 meeting, the parking spaces were eliminated. Accessible parking spaces will remain.

Trail material has been revisited in great detail, as there is the potential for this material to be utilized for future trail improvements. The proposed crushed limestone has more fine particles than the City’s current crushed limestone found at Booth Park and Quarton Lake, contributing to greater accessibility. Our consultant states that on other projects they have found the new proposed crushed limestone binds together and stays in place better, and does not require edging. An example of a location with this material is Beverly Park where they utilize the same product.

Further updates with the design process include the following:

- Significant grade change needs have resulted in the addition of a handrail along the accessible entrance to the park from N. Old Woodward.
- Materials similar to the overlook deck will be used for the handrail, creating a cohesive look.
- A permit adjustment (already secured) is needed through the Michigan Department of Environment, Great Lakes, and Energy (EGLE)

**PUBLIC COMMUNICATIONS:**

This project has been promoted through the City's website and social media platforms, the Around Town newsletter, at the DPS Open House, and at Parks and Recreation Board meeting agendas since April 2024. An online survey on Engage Birmingham was available during the month of May 2024.

**SUMMARY:**

The DPS is looking for direction from the City Commission regarding whether to accept the grant funding in the amount of \$400,000 from the MDNR, or proceed with the project as planned and budgeted for in fiscal year 2024-2025.

If the City Commission desires to accept funding and enter into an agreement with the MDNR for a Trust Fund grant, the DPS will return at a later date, pending the finalized agreement with the MDNR. The DPS will keep the City Commission apprised of the progress with the agreement, and return to the City Commission to finalize construction drawings and formally request authorization to request proposals for the Booth Park Entry Plaza and Trail improvements project.

If the Commission desires to proceed as planned and reject the MDNR grant funding, the DPS is requesting approval of drawings and designs by the City Commission, to proceed with the bidding specifications and construction plans as described, and request proposals from qualified contractors to perform this work. DPS notes that it is possible to phase items such as trees and site furnishings should the Commission wish to postpone items in consideration of the budget and donations received at the time of award.

**ATTACHMENTS:**

- Presentation from Grissim, Metz, Andriese Associates
- Report and presentation materials from 8-12-24 City Commission meeting
- City department review comments

**SUGGESTED COMMISSION ACTION:**

To direct staff to proceed with an agreement with the Michigan Department of Natural Resources for a Trust Fund grant in the amount of \$400,000 for the Booth Park entry plaza and trail improvements project.

OR

To reject grant funding from the Michigan Department of Natural Resources Trust Fund, approve the designs for construction for the Booth Park entry plaza and trail improvements project and direct staff to proceed with the formal Requests for Proposals process for the construction of the project as planned and budgeted for.

**Birmingham City Commission Minutes**  
**December 16, 2024**  
**Municipal Building, 151 Martin**  
**7:30 p.m.**  
Vimeo Link: <https://vimeo.com/1037694745>

**I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Therese Longe, Mayor, opened the meeting with the Pledge of Allegiance.

**II. ROLL CALL**

City Clerk Bingham called the roll.

Present: Mayor Longe  
MPT Baller  
Commissioner Emerine (sworn in and seated at 8:43 p.m.)  
Commissioner Haig  
Commissioner Host  
Commissioner Schafer

Absent: Commissioner Long

Staff: City Manager Ecker; City Clerk Bingham, City Engineer Coatta, Planning Director Dupuis, Assistant City Manager Clemence, Assistant City Manager Fairbairn, Police Chief Grewe, City Attorney Kucharek, Parks and Recreation Manager Laird, Department of Public Services Director Zielinski

**III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS, INTRODUCTION OF GUESTS AND ANNOUNCEMENTS**

**Announcements**  
**Appointments**

**12-621-24 Birmingham City Commission**

Of the applicants who spoke during the evening's prior workshop, Pamela Graham, Jason Emerine, Kevin Kozlowski, Doug White, and William Kolb were selected by Commissioners and interviewed for the appointment.

Mr. Emerine was then nominated for the appointment by the Mayor and Commissioners Schafer and Haig.

Ms. Graham was nominated for the appointment by Commissioner Host.

Mr. Kolb was nominated for the appointment by MPT Baller.

**MOTION:** Motion by Schafer:  
To nominate Mr. Emerine for the Birmingham City Commission one year appointment to expire November 30, 2025.

ROLL CALL VOTE: Ayes, Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, Commissioner Host

Since votes on the nominations proceeded in order of the nominations, and the vote on Mr. Emerine's appointment carried, the nominations for Ms. Graham and Mr. Kolb did not proceed to a vote.

Commissioners thanked the applicants, and encouraged the applicants to either continue or seek out board and committee opportunities with the City.

#### **12-622-24 Board of Review**

Michael Killalea was interviewed for the appointment.

**MOTION:** Motion by Host:  
To nominate Michael Killalea as a regular member to the Board of Review to serve the remainder of a three-year term to expire December 31, 2027.

VOICE VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

#### **12-623-24 Environmental Sustainability Board**

Jessica Newman was interviewed for the appointment.

**MOTION:** Motion by Schafer:  
To appoint Jessica Newman as a regular member to the Environmental Sustainability Board to serve a three-year term to expire February 1, 2028.

VOICE VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer

MPT Baller  
Mayor Longe

Nays, None

#### **12-624-24 Environmental Sustainability Board**

Joe Mercurio was interviewed for the appointment.

**MOTION:** Motion by Baller:  
To appoint Joe Mercurio as a regular member to the Environmental Sustainability Board to serve a three-year term to expire February 1, 2028.

VOICE VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

#### **12-625-24 Environmental Sustainability Board**

Harvey Bell was interviewed for the appointment.

**MOTION:** Motion by Host:  
To appoint Harvey Bell as a regular member to the Environmental Sustainability Board to serve a three-year term to expire February 1, 2028.

VOICE VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

#### **12-626-24 Environmental Sustainability Board**

Debra Horner was interviewed for the appointment.

**MOTION:** Motion by Haig:  
To appoint Debra Horner as a regular member to the Environmental Sustainability Board to serve a three-year term to expire February 1, 2027.

VOICE VOTE: Ayes, Commissioner Emerine

Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

It was recommended that members of the prior Ad Hoc Environmental Sustainability Board be notified of the remaining open positions on the Environmental Sustainability Board.

CC Bingham swore in the present appointees.

**IV. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA**

**V. CONSENT AGENDA**

**12-627-24 Consent Agenda**

**MOTION:** Motion by Baller, seconded by Haig:  
To move the Consent Agenda with the exception of Items C, D, and G.

ROLL CALL VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

- A. Resolution to approve the regular City Commission meeting minutes of November 25, 2024.
- B. Resolution to approve the warrant list, including Automated Clearing House payments, dated December 12, 2024 in the amount of \$1,030,101.42.
- E. Resolution to install a stop sign on westbound Vinewood Ave. at Lakeview Ave. as recommended by the Multi-Modal Transportation Board.
- F. Resolution to approve Amendment 2 to the Agreement for Local Fiscal Recovery Fund Distribution with Oakland County to extend the term to February 28, 2025. In addition, to authorize the City Engineer to sign Amendment 2 on behalf of the City, and to direct the City Clerk to witness the amendment.
- H. Resolution to amend the Schedule of Fees, Charges, Bonds and Insurance as presented and to adopt the revised Public Records Policy, effective January 1, 2025.

- I. Resolution to accept the resignation of Jacqueline L. Patt from the Greenwood Cemetery Board, to thank her for her service and to direct the City Clerk to begin the process of filling the vacancy.
- J. Resolution to accept the resignation of Joseph Vercellone from the Greenwood Cemetery Board, to thank him for his service and to direct the City Clerk to begin the process of filling the vacancy.

**12-628-24 Special Event Application: 2025 City of Birmingham In The Park Concert Series (Item C)**

MPT Baller pulled the item. Staff answered informational questions from the Commission.

**MOTION:** Motion by Baller, seconded by Host:  
To move the suggested resolution.

VOICE VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

**12-629-24 Sheffield Rd. Traffic Calming (Item D)**

MPT Baller pulled the item. MPT Baller and Commissioner Host concurred that more information on the Multi-Modal Transportation Board's deliberation would have been useful.

**MOTION:** Motion by Baller, seconded by Haig:  
To move the suggested resolution.

VOICE VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

**12-630-24 Birmingham Wayfinding & Gateway Signage Fabrication and Installation – ASI Signage Innovations Agreement Extension (Item G)**

MPT Baller pulled the item, staff answered informational questions from the Commission, and MPT Baller asked that the Commission be presented with the models in the future.

**MOTION:** Motion by Baller, seconded by Haig:  
To move the suggested resolution.

ROLL CALL VOTE: Ayes, Commissioner Emerine  
Commissioner Host  
Commissioner Haig  
Commissioner Schafer  
MPT Baller  
Mayor Longe

Nays, None

## **VI. CITY MANAGER'S REPORT**

CM Ecker presented the report. Staff answered informational questions from the Commission.

Commissioners comments on the report were as follows:

- Matters of parking capacity should continue to be monitored and discussed.
- Possible options for celebrating the City's upcoming 250th anniversary could be explored.
- It is worth considering whether increased publicity for the Commission vacancy led to increased applications, and whether that effect could be replicated with other board and committee vacancies.

## **VII. UNFINISHED BUSINESS**

## **VIII. NEW BUSINESS**

### **12-631-24 Booth Park Entry Plaza & Trail Improvements**

DPSD Zielinski introduced the item. Representatives from the Grissim Metz Andriese Associates team (GMAA) presented the item. Staff and GMAA answered informational questions from the Commission.

Commissioners raised the following points during their discussion:

- There was support for using bond funds to replace some of the playground equipment in neighborhood parks, since that was a promise made to voters during the bond vote.
- There was support for delaying the project in order to receive the \$400,000.
- It would likely be important to residents that the restroom building be aesthetically pleasing and also congruent with the surrounding residential area.
- Given the attention to accessibility considerations in other aspects of the park, it would be appropriate if the furniture also aligned with that effort.
- While the delay of the project to fiscal year 2025-2026 would result in some opportunity cost, foregoing a \$400,000 grant would be challenging to justify.

**MOTION:** Motion by Haig, seconded by Emerine:

To direct staff to proceed with an agreement with the Michigan Department of Natural Resources for a Trust Fund grant in the amount of \$400,000 for the Booth Park entry plaza and trail improvements project.

ROLL CALL VOTE:     Ayes, Commissioner Emerine  
                                 Commissioner Host  
                                 Commissioner Haig  
                                 Commissioner Schafer  
                                 MPT Baller  
                                 Mayor Longe

Nays, None

**Commission Items for Future Discussion**  
**Commission Discussion On Items From A Prior Meeting**

**IV.     REMOVED FROM CONSENT AGENDA**

**X.     COMMUNICATIONS**

- A. Kristy Barrett communication from December 3, 2024 regarding NEXT/YMCA
- B. Kristy Barrett communication from December 3, 2024 regarding the Senior/Recreation Center Committee comments from December 2, 2024

**XI.    REPORTS**

- A. Commissioner Reports
  - 1. Notice of Intention to Appoint to the Birmingham Shopping District Board
  - 2. Notice of Intention to Appoint to the Greenwood Cemetery Advisory Board
- B. Commissioner Comments

Commissioner Host supported signage on Arlington that indicated that a deaf child lives in the area, and also supported traffic calming measures for Arlington, Shirley, and Wimbleton.

Commissioner Baller concurred with Commissioner Host that traffic speeds remain a concern, adding that speed remains an issue throughout the City. He supported more enforcement and traffic calming measures as well.

Commissioner Haig supported asking the Multi-Modal Transportation Board to select a street on which the City could trial some traffic calming measures not presently in use within the City.

Residents' preference towards keeping Arlington and Shirley wider than the City standard contributed to faster vehicle speeds, the Mayor noted. She suggested that residents may not be in favor of painting Arlington to reduce speeds. She recommended that the Commission wait for the Multi-Modal Transportation Board to have the opportunity to study the issue and make recommendations.

Commissioner Schafer emphasized that narrow streets with sidewalks encourage slower vehicle speeds. She noted that the Commission remained aware of this fact, and that implementing the City's recommended street designs and limits would increase safety.

Commissioner Haig said that Sheffield still posed concerns even though it was a narrower street with sidewalks.

- C. Advisory Boards, Committees, Commissions' Reports and Agendas
- D. Legislation
- E. City Staff

INFORMATION ONLY

## **XII. ADJOURN**

The Commission motioned to adjourn at 10:47 p.m.

Alexandria Bingham, City Clerk

  
Laura Eichenhorn, City Transcriptionist



## MEMORANDUM

Department of Public Services

**DATE:** January 10, 2025

**TO:** Parks and Recreation Board

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

**SUBJECT:** Park Capital Planning

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Previously mentioned at Parks and Recreation Board meetings, and with the award of a \$400,000 grant from the Michigan Department of Natural Resources (MDNR), an updated Park Capital Plan has been prepared. This item will also be presented at the upcoming City Commission Long Range Plan Meeting on January 25, 2025.

The chart on the following page is a summary of the updated plan.

| Accomplishments<br>2020-2024                                                                  | 2024-2025                                                                                                                                                                                               | 2025-2026                                                                                                                                                                                                                                        | 2026-2027                                          |
|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| Ice Arena Project                                                                             | Pumphouse Park<br>Playground<br><br>W. Lincoln Park<br>Playground<br><br>Booth Park: Finalize<br>Agreement with<br>MDNR – TF grant.<br>Continue with and<br>finalize bid<br>specifications/<br>drawings | Construction:<br>Booth Park Entry<br>Plaza & Trail<br>Improvements<br><br>Poppleton Park<br>Fully Inclusive<br>Playground<br><br>Pembroke Park<br>Playground<br><br>St. James Park<br>Master Plan<br><br>Kenning Park<br>Master Plan<br>(update) | Phase II Trail<br>Improvements                     |
| Adams Park                                                                                    |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                  | Crestview Park<br>Playground                       |
| Pickleball Courts                                                                             |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                  | St. James Park<br>Construction<br>(Potentially 28) |
| Concept Plan- Trail<br>Improvements (3<br>phases)                                             |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                  | Kenning Park<br>Construction<br>(Potentially 28)   |
| Updated Parks & Rec<br>Master Plan                                                            |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                  |                                                    |
| Designs for Booth<br>Park Entry Plaza &<br>Trail Improvements<br>(phase 1 of Concept<br>plan) |                                                                                                                                                                                                         |                                                                                                                                                                                                                                                  |                                                    |