



Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, February 4, 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: January 14, 2025 (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.*

VIII. Miscellaneous Communications

IX. Reports From Staff

- 1. Park and Project Updates
- 2. Park Recycling Review

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
January 14, 2025, 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: Chair Heather Carmona, Vice Chair Pam Graham; Board Members Jessica Einstein, Sarah Kupczyk, Anne Lipp; Alternate Board Members Narlu Castellano, Joseph Wrobel

Absent: Board Members Susan Collins, Steve Sweeney

Staff: Department of Public Services Director Zielinski; Ice Arena and Facilities Superintendent Folk, Parks and Recreation Manager Laird Recreation Coordinator Schultz

III. Announcements, Introductions Of Guests & Chairperson Comments

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

VC Graham provided the update.

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

V. Approval Of The Minutes - December 3, 2024

Motion by Lipp

Seconded by Graham to approve the minutes as submitted in our packet.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

VI. Unfinished Business

VII. New Business

1. Nomination of 2025 Parks and Recreation Board Chairperson/Vice-Chairperson

Nomination by Graham

For Heather Carmona to continue as chair.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

Nomination by Carmona

To nominate in my stead Pam Graham.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

2. Booth Park Entry Plaza & Trail Improvements Project - Update

PRM Laird presented the item and staff answered informational questions from the Board.

Board members' comments were as follows:

- The team that worked on the grant were commended.
- Donations for the park project will be accepted as well.
- Further in-depth review of this project will not occur at the Board level until discussions of capital arise.

VIII. Miscellaneous Communications

Any communications can be found in the evening's agenda packet.

IX. Reports From Staff

1. Park Capital Planning

DPSD Zielinski summarized the report and staff answered informational questions from the Board.

Board members' comments were as follows:

- Staff will be meeting with stakeholders and vendors for all of the neighborhood parks to work on improvements.
- There have been some resident comments that Pembroke and Poppleton have identical playgrounds. It might be appropriate for each neighborhood playground to be different. Neighborhood stakeholders for each park should be informed of the playground designs of the next closest parks.
- Page 99 of the Parks and Recreation plan has some guidance for park amenities.
- The decision to look at the Pumphouse Park and West Lincoln Park playgrounds made sense. These are two parks that need updates to playgrounds without necessitating improvements to the parks as a whole.
- It would be ideal to have some of these improvements implemented within this calendar year in order to show residents the benefits of the bond vote. It would also be ideal to implement these improvements before the City asks residents to vote on another bond for the Senior/Recreation Center.
- Improving playgrounds has also been a priority of a number of Commissioners, making this decision politically appropriate.
- When these plans are presented to the Commission, it would be good to clarify what 'accessible' and 'inclusive' means.
- Including accessible swings and hardscape would be appropriate. Accessible hardscape may also have economic or maintenance benefits as well.
- If accessible hardscape does provide an economic benefit, emphasizing that in public presentations would be appropriate.
- The City's long-range planning meetings are well done and provide useful information.
- Parking and design work for the Senior/Recreation Center are likely to affect St. James

Park, and its master planning process. The Senior/Recreation Center project architect works with a landscape architect, which will help inform some of the changes to St. James Park.

- It would be worth exploring adding additional rentable facilities for small gatherings in some of the parks. Adding facilities could increase the number of events that could be held in the parks.

X. Items For Next Meeting

XI. Adjournment

The meeting was adjourned at 7:05 p.m.



Connie Folk, Ice Arena and Facilities Superintendent

Laura Eichenhorn, City Transcriptionist



MEMORANDUM

Department of Public Services

DATE: January 30, 2025

TO: Parks and Recreation Board

FROM: Carrie Laird, Parks and Recreation Manager

SUBJECT: Park and Project Updates

Well Sites:

Final departmental reviews of converting well sites (public properties) to parks are underway. The Department of Public Services (DPS) anticipates returning for a final recommendation from the Parks and Recreation Board in March.

E-bikes:

The City Attorney is currently evaluating the recommendation by the Parks and Recreation Board of allowing all classes of e-bikes, with concerns about the class 3 bikes in particular. Research by the City Attorney's office about e-bikes in municipalities is in progress. The DPS will update the Parks and Recreation Board at a future meeting.

As a reminder, the Parks and Recreation Board approved other recommended changes to the Park Rules and Regulations in August of 2024 ([Agenda/Minutes](#)). Once the e-bikes topic is finalized, the department will review all recent recommended changes to the Park Rules and Regulations with the Parks and Recreation Board in advance of a recommendation to the City Commission.

Playground Services:

A request for qualifications for playground services is anticipated to be available on the City's procurement site, The Michigan Inter-governmental Trade Network (MITN), in early February. The DPS anticipates providing an update at the March meeting.

Burn

The DPS is planning to conduct a burn at Barnum and potentially other natural areas/native gardens in the park system this spring. Barnum Park has traditionally received annual burn applications over the years.

Native plants respond well to this application while invasive species are stunted because historically, fire was a regular and frequent component of our landscape here in the Midwest. Many of our local ecosystems such as prairies, dry oak-hickory woodlands, and certain wetlands burned off. The fire stimulated many of the plant species to grow more vigorously and discouraged others that did not adapt to the heat from the fire.

Today, many non-native plant species have invaded our natural fire-adapted ecosystems, decreasing the diversity of native plants and animals. By bringing fire back to these sites we encourage the competitive advantage that native species have evolved with and restore the site to its former ecological health.

Neighborhood notification letters will be sent out in advance of this work with the above information including the date of the burn. The Fire Department is also notified and approves of this work.



MEMORANDUM

Department of Public Services

DATE: January 27, 2025

TO: Parks and Recreation Board

FROM: Brad McNab, Parks and Recreation Foreman

SUBJECT: Park Recycling Review

The City of Birmingham Department of Public Services (DPS) has recently completed an internal review of its current recycling program.

The Birmingham Parks system only offers recycling at 11 out of 26 parks and facilities. There are 22 cans across these 11 facilities. This includes Shain, Barnum, Booth, Adams, Pembroke, Kenning, Poppleton, St James, Quarton Lake, the Ice Arena, and the skate park. This means that 58% of our managed areas have no access to recycling. Currently, recycling cans are emptied by City staff, and SOCRRA processes and sells the materials. SOCRRA uses those funds to help with the overall cost of all municipal waste hauling.

The master plan recommends that all facilities be supplied with recycling cans to encourage residents to recycle and promote sustainability. There is money in the budget to purchase the necessary recycling cans to make recycling possible at all parks.

Environmental Sustainability	1	1.4	Recycling Facilities	Recycling facilities currently exist at 11 of 26 Birmingham parks.	Deploy recycling receptacles adjacent to waste receptacles at all parks.	Remaining parks where recycling facilities do not yet exist.
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Once these cans are delivered, City staff will be responsible for the installation and maintenance. The City does its best to ensure that the opportunity to recycle is possible, but contamination by food can make it difficult. Making recycling cans more accessible will encourage their appropriate use. Educating residents on the proper practices for recycling will also improve the current recycling program.

Continued education and growth of the program will help the Parks and Recreation Department support the City Commission's goal for environmental sustainability.