BIRMINGHAM
A WALKABLE CITY

Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, March 4, 2025
6:30 PM

I. Call to order

II. Roll Call

III. Announcements, Introductions of Guests & Chairpersons Comments

1. Welcome Student Representatives

a) Jack Bassett, Orchard Lake St. Mary's Preparatory School

b) Abigail Murphy, Seaholm High School

2. 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: February 4, 2025 (*regular meeting)*

VI. Unfinished Business

1. Birmingham Well Sites Park Designations

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. Winter Sports Recap
2. Playground Design Services RFQ

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
February 4, 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 Susan Collins Jessica Einstein, Sarah Kupczyk, Anne Lipp, Steve Sweeney

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

Guests: **Joseph Wrobel**

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 - January 14, 2025

Motion by Graham
Seconded by Carmona to approve them.

Motion carried, 7-0.

ROLL CALL VOTE
Yeas: Sweeney, Collins, Carmona, Einstein, Graham, Lipp, Kupczyk
Nays: None

VI. Unfinished Business

VII. New Business

VIII. Miscellaneous Communications

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

IX. Reports From Staff

1. Park and Project Updates

PRM Laird summarized the report and staff answered informational questions from the Board.

Board members' comments were as follows:

- The plans to update a number of park playgrounds were welcome and appropriate.

2. Park Recycling Review

PRF McNab summarized the report and staff answered informational questions from the Board.

Board members' comments were as follows:

- Public education on recycling would be important for the success of this effort.
- The City could consider recycling higher-value materials first, like aluminum cans, before moving to recycle more materials.
- Residential cardboard boxes should be broken down and placed in the residential recycling container.
- If the City is going to study business recycling practices, it is appropriate for the City to emphasize and prioritize recycling within its parks and among its residents.
- Specific waste receptacles that can fit pizza boxes could be useful near Shain Park.
- The recycling and trash receptacles in parks should be different colors.

X. Items For Next Meeting

A discussion would occur at the March meeting regarding potentially shifting the meeting schedule to an earlier time.

It could be useful to review how the OpenGov platform can be used to view Ice Arena and golf course financial data.

XI. Adjournment

The meeting was adjourned at 6:55 p.m.

Connie Folk, Ice Arena and Facilities Superintendent

Laura Eichenhorn, City Transcriptionist

MEMORANDUM

Department of Public Services

DATE: February 27, 2025

TO: Parks and Recreation Board

FROM: Carrie Laird, Parks and Recreation Manager

APPROVED: Scott Zielinski, DPS Director

SUBJECT: Birmingham Well Sites Park Designations

INTRODUCTION:
As the Parks and Recreation Board is aware, the Department of Public Services (DPS) has been researching whether or not certain public property, known as "well sites" located in Birmingham have been designated as park property, and, if not, make a recommendation on whether or not each well site should be designated a park. To date, the South Well sites are the only well site properties formally designated as parks.

The following sites are currently considered "well sites" and not formally designated as parks.
Baldwin Well
Derby Tank
Pumphouse Park
Redding Well
W. Lincoln Well

BACKGROUND:
At their October 24, 2022 City Commission meeting (Agenda/Minutes), with the recommendation of the Parks and Recreation Board, the Commission took action to designate the South Well sites as parks, and further, direct the City Manager to have additional research conducted, prepare recommendations to the Parks and Recreation Board for their deliberations, and recommendation to the City Commission.

Since then, DPS has been, with the assistance of the Museum and Engineering, conducting reviews of "well sites" across the City. The Engineering Department has also conducted a review of each site with regard to utilities, easements and the like, attached to this memorandum.

At the October 1, 2024 Parks and Recreation Board meeting (Agenda/Minutes), the Parks and Recreation Board made a motion recommending the City Commission review Baldwin, Pumphouse Park, and W. Lincoln Well sites and consider designating each as park property. At

the time, two (2) remaining well sites were still under review and not included in this recommendation which are Derby Tank and Redding Well.

Derby Tank
Purpose for acquisition: Water Tank
Zoned: Public Property
Not formally designated as a park

As described in the attachment from Engineering, their recommendation is that if this property should ever be considered to receive improvements, they be located for the most part to the west of the existing sidewalk.

Redding Well Site:
Purpose for acquisition: Well Site
Zoned: Public Property, present use: Park
Described as a mini-park in Parks and Recreation Master Plan
Not formally designated as a park.

SUMMARY:
The 2024-2028 Parks and Recreation Master Plan calls out each of the well site properties as part of the City's recreation inventory and part of the park system, labeling them as min-parks. The Recreation Plan of 1980 (mentioned above) contains well sites as part of the recreation inventory and each consecutive Parks and Recreation Master Plan thereafter carried these sites as part of public property intended for either passive or active recreation use.

With the completion of research on the remaining two well sites, Derby Tank and Redding Well, upon recommendation by the Parks and Recreation Board, staff will plan to bring the recommendation of designating all currently labeled well sites as parks to the City Commission at an upcoming meeting.

ATTACHMENTS:

- The Engineering Departments summary of reviews conducted for well sites
- Pages from the 2024-2028 Parks & Recreation Master Plan regarding "well sites" or mini-parks
- Zoning Map
- Memorandum from October 1, 2024 Parks and Recreation meeting recommending Baldwin, Pumphouse Park, and West Lincoln Well sites as parks (web link only-pg 29 of packet)

SUGGESTED ACTION:
Make a motion to recommend the City Commission review Derby Tank and Redding Well sites in addition to Baldwin, Pumphouse Park, and W. Lincoln Well and consider designating each as park property.

Engineering Department

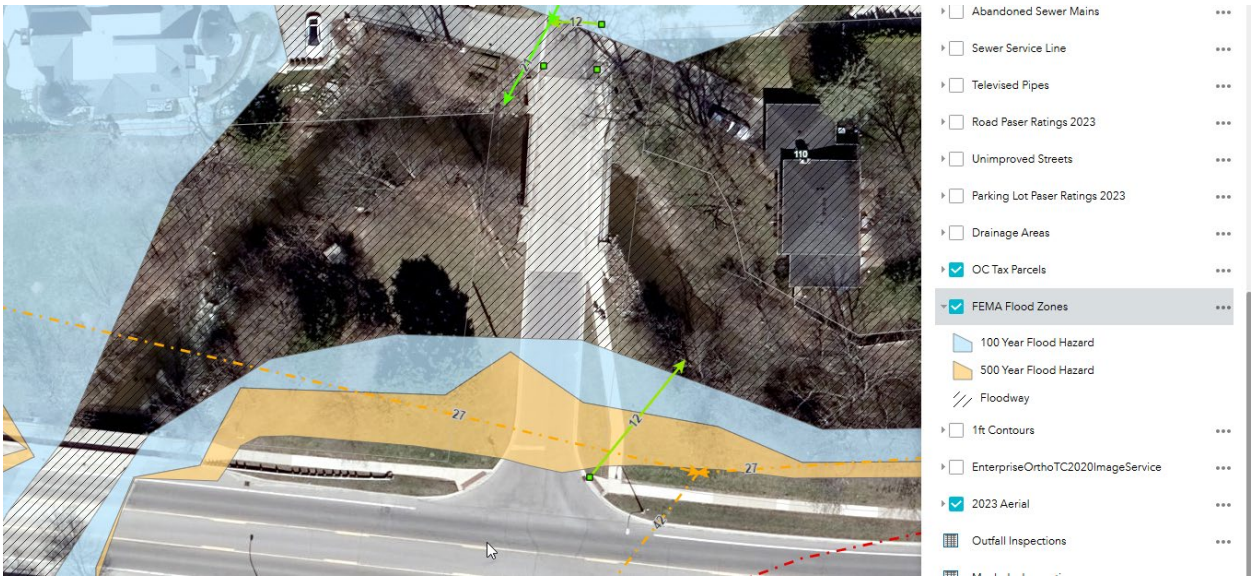
Summary of Well Sites Review

2/10/2025

Engineering Well Sites Review:

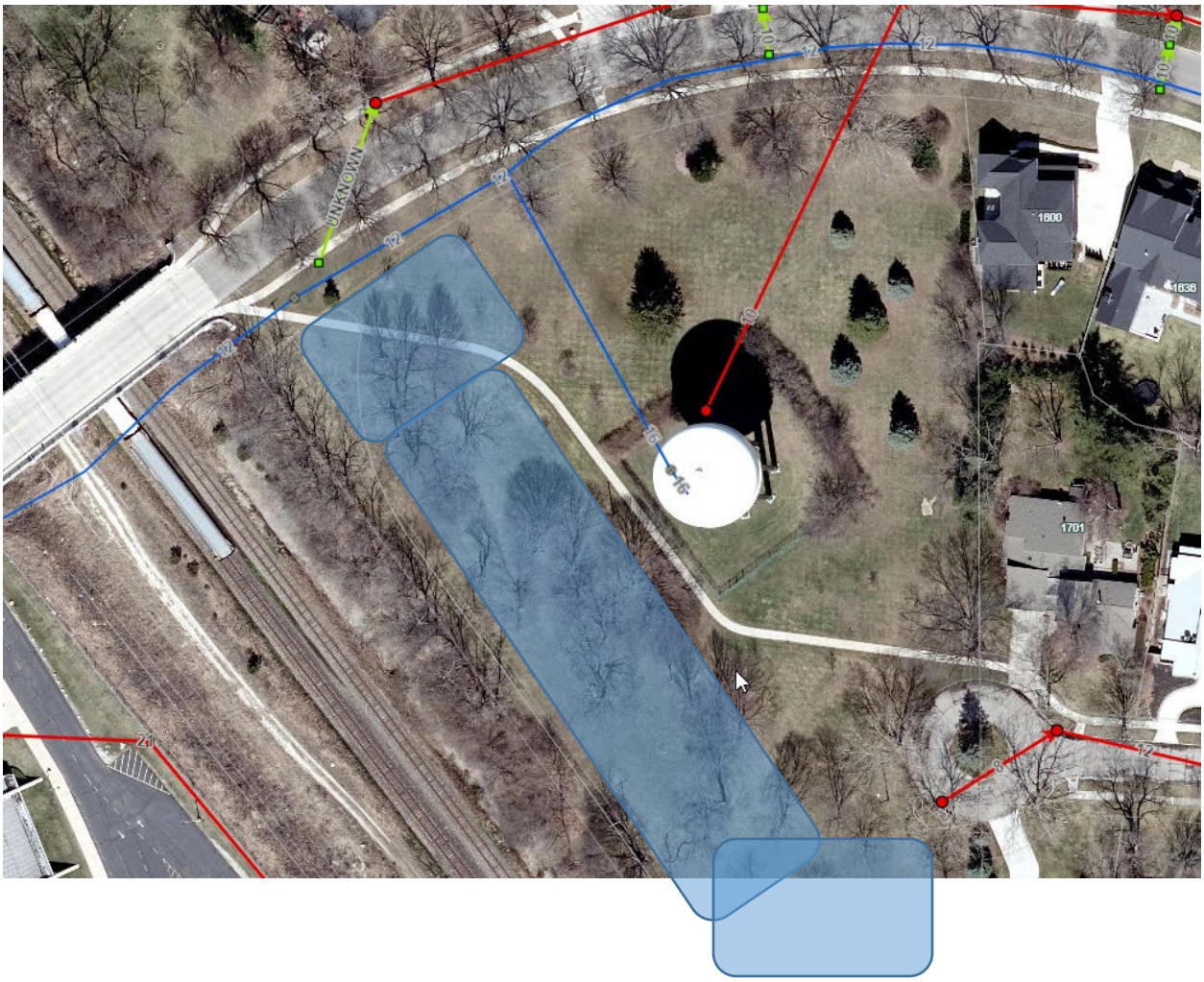
Baldwin Well:

No major concerns from Engineering. Most of this parcel is in either the floodway or 100-year floodplain. There is some electrical on this site to feed the NOAA weather station, and the County has at 27" sanitary sewer running through the site:

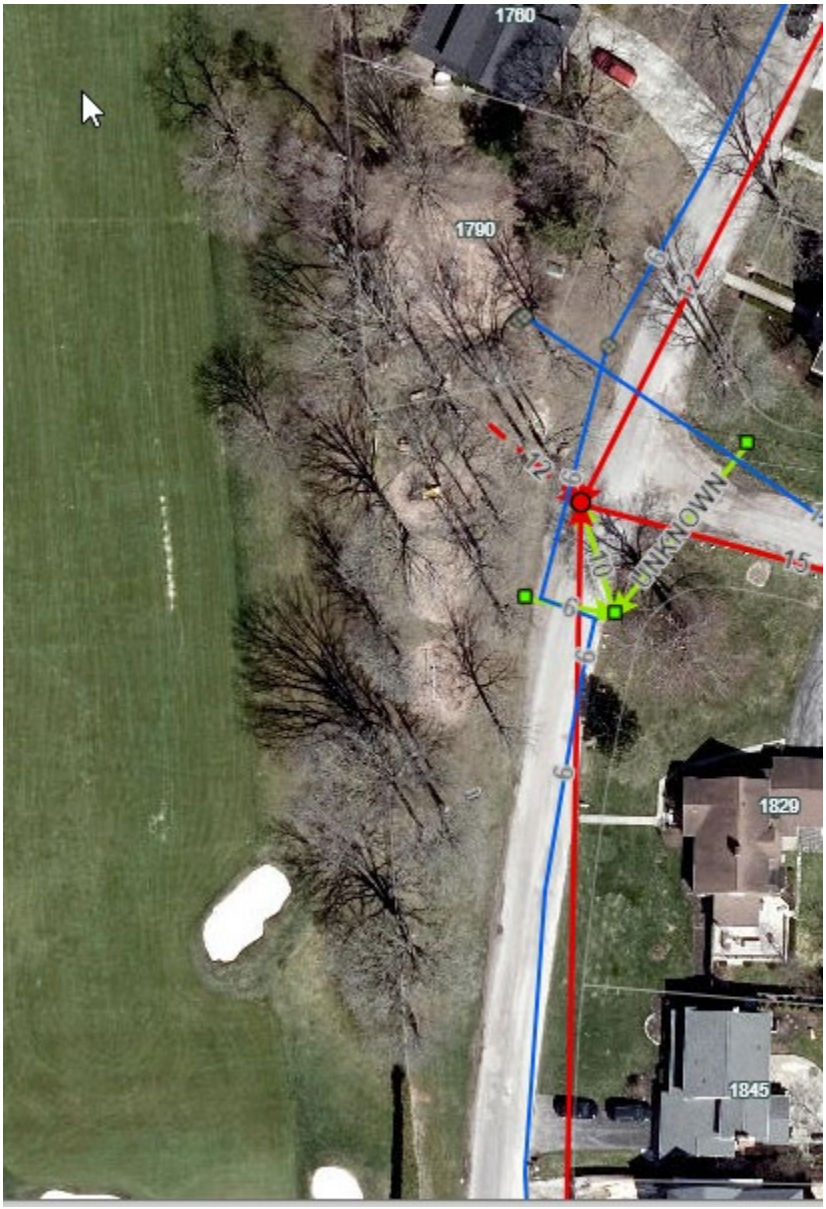


Derby Well:

The water connection for the tower is off Derby Road and the underground sewer also goes to Derby. Looking at the contours on Oakland County GIS and our GIS, the northwest area is higher in elevation and the southeast corner near the cul-de-sac is lower in elevation. For any improvements of this area, it should be in the blue highlighted area below:



Pumphouse Park:
No concerns from Engineering. There is a 12" watermain on this property that was installed in the 1950's to connect to the future well. GIS also shows a possible sewer on this property but I could not find plans for it.



Redding Well Site:
No concerns from Engineering. This entire site is in the floodway.

West Lincoln Well & Park:

No concerns from Engineering. There is some storm pipe around the tennis courts, and a catch basin on the east side of the park.

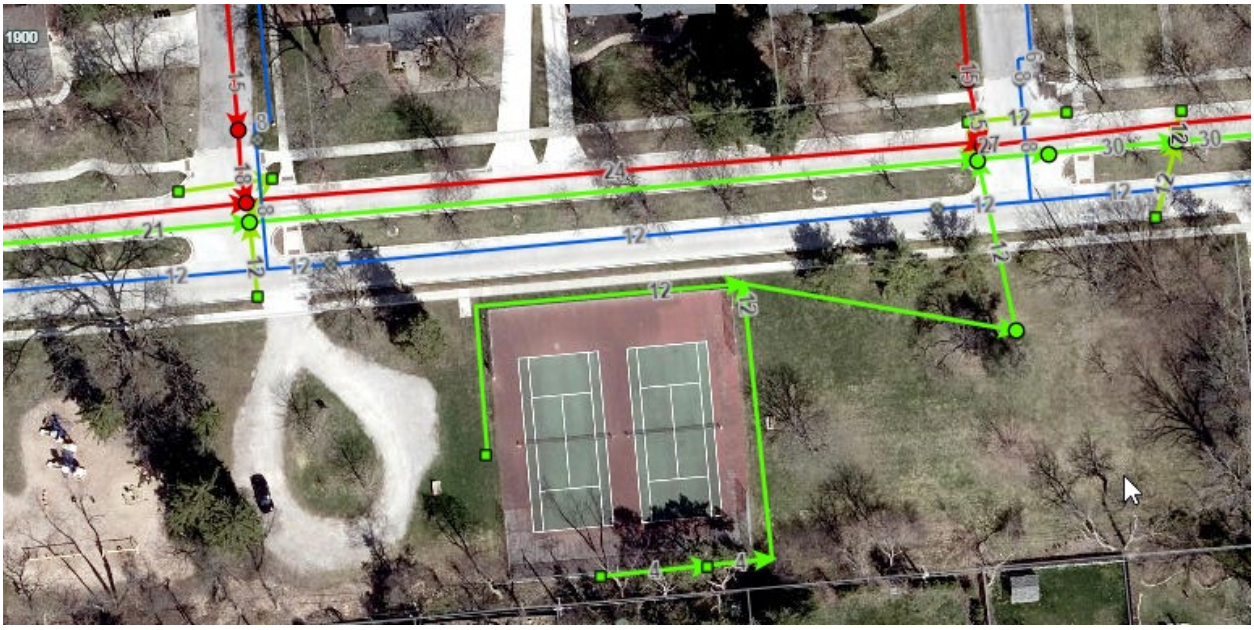


Table 2: Classification of Recreation Amenities

MINI-PARK (POCKET PARK)	NEIGHBORHOOD PARK	COMMUNITY PARK	SPECIAL USE PARK / FACILITY
Small, specialized parks, often less than an acre in size, that serve the needs of residents in the surrounding neighborhood. A mini-park may serve a limited population or specific group such as tots or senior citizens. Mini-parks usually serve people within a 1/4 mile radius.	Multi-purpose facilities that provide more active recreation activities, such as field/court games, crafts, playgrounds, skating, picnicking, etc. Neighborhood parks typically serve up to 5,000 residents located within a 1/4 to 1/2 mile radius.	Offers a wide variety of recreation facilities to meet the diverse needs of residents from many neighborhoods. Community parks may include areas suited for intense recreational facilities, such as athletic complexes and swimming pools. These parks usually contain other facilities not commonly found in neighborhood parks such as nature areas, picnic pavilions, lighted ball fields, and concession facilities. Community parks serve residents within a 1/2 to 3 mile radius.	Specialized or single-purpose recreation activities, such as historical areas, nature centers, dog parks, sports complex, golf courses, arboretums, etc. There are no specific standards for size or acreage since each site will vary, each site is unique to the community it serves.

Table 3: Accessibility assessment

Level 1	The park is not accessible to people with a broad range of physical disabilities. The site includes little paved areas and the facilities such as play equipment or picnic areas are not accessible.
Level 2	The park is somewhat accessible to people with a broad range of physical disabilities. Either the parking area or pathways are paved, but not both. Many of the facilities such as play equipment or picnic areas are not easily accessible.
Level 3	The park is mostly accessible to people with a broad range of physical disabilities. Most of the parking areas and pathways are paved, and some of the facilities such as play equipment or picnic areas are accessible but may not be completely barrier-free.
Level 4	The park is completely accessible to people with a broad range of physical disabilities. Parking areas and pathways are paved, and most of the facilities such as play equipment or picnic areas are easily accessible.
Level 5	The entire park was developed or renovated using the principles of universal design, a design approach which enables all environments to be usable by everyone, to the greatest extent possible, regardless of age, ability, or situation.

Mini Parks

Baldwin Well Site

Corner of Baldwin and W. Maple

0.6
acres

1

No active recreational amenities are located at this site, except for a sidewalk along W. Maple Road. The area is partially covered by a dense tree canopy.

AMENITIES

» Mature Tree Canopy, Open Space for Passive Recreation

Mini Park

Derby Well Site

South of Derby Road, East of the Canadian National Railroad

2

Accessibility Ranking

Located on the northeast portion of the city, this open space area is directly adjacent to the railroad and is south of Derby Road. Pedestrian access to the park is available from both the sidewalk on Derby Road, as well as the sidewalk from the cul-de-sac on Pembroke Road; a short, paved sidewalk traverses the park from these two entry points. Aside from mature trees and a fenced in water tower, the park largely acts as a natural buffer to the railroad.

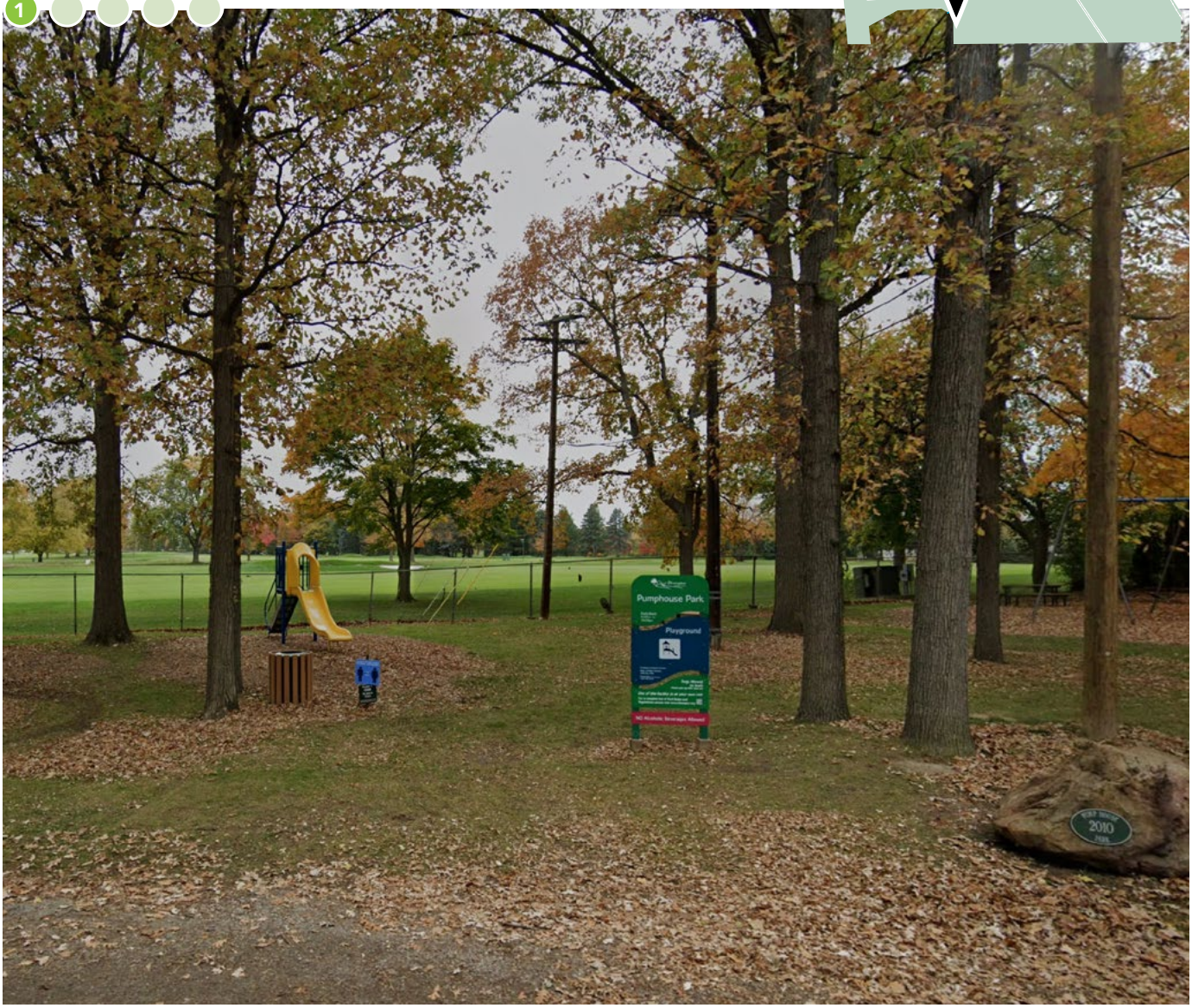
AMENITIES

» Walking Path (.10 Miles, Paved)

Mini Park

Pumphouse Park

Corner of Wakefield and Norfolk Roads



Covered by a mature tree canopy, Pumphouse Park features smaller play equipment and seating.

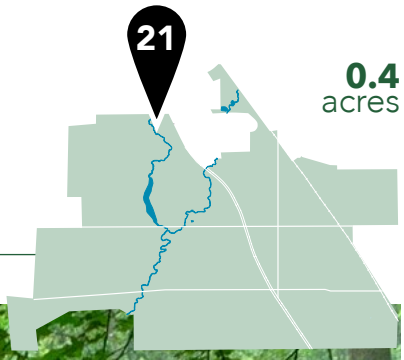
AMENITIES

» Playground Equipment
» Seating (Benches, 4)

Mini Park

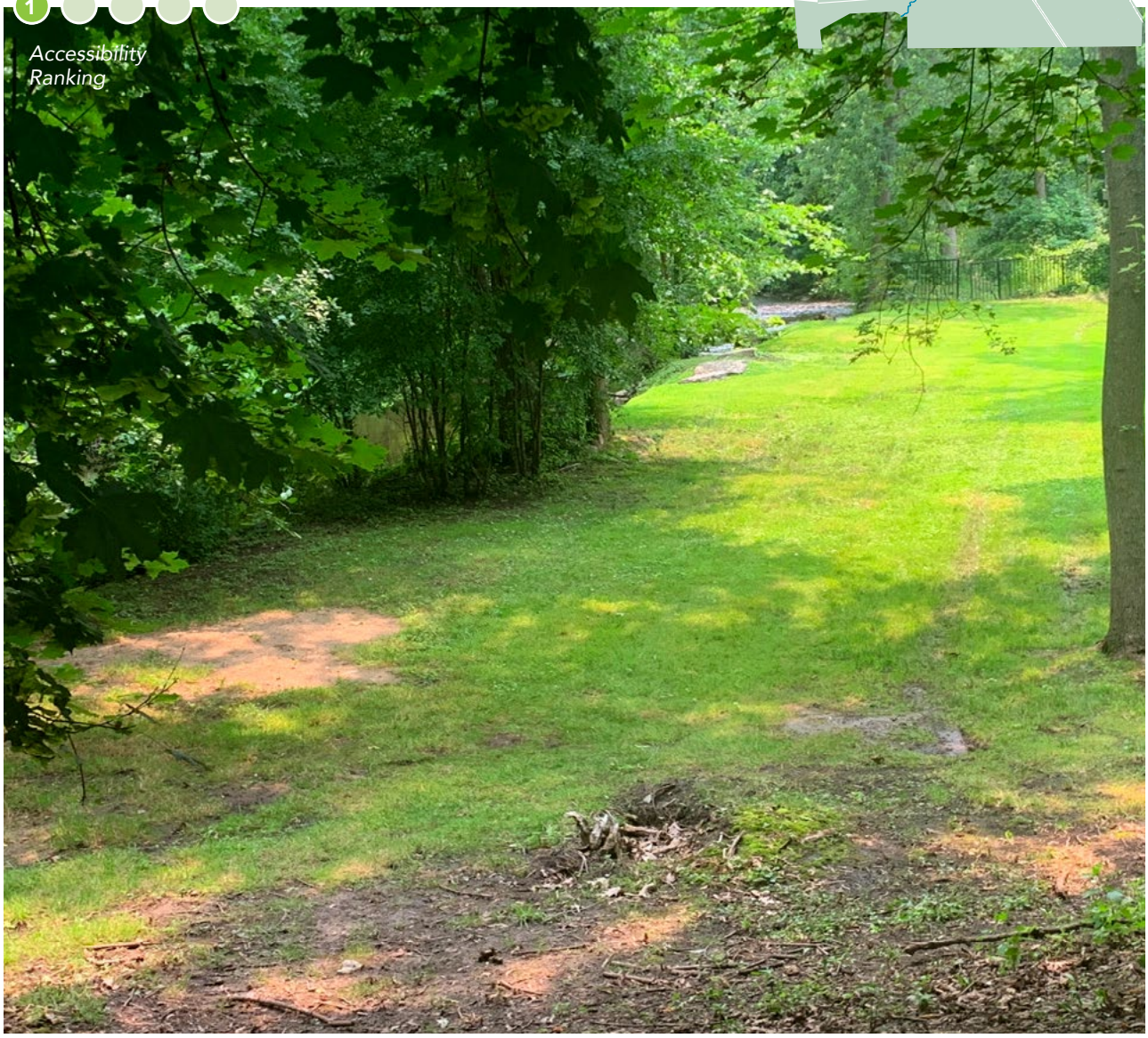
Redding Well Site

South of Redding Road, East and West of Lakeside Drive



1

Accessibility Ranking



This park consists of open space and a sidewalk along both Lakeside and Redding. The park space contains both a mature tree canopy and recently planted deciduous trees.

AMENITIES

- Open Space for Passive Recreation
- Bench (1)

Mini Park

South Well Site

West of Southfield Road at Southlawn Boulevard

1

Accessibility Ranking

The South Well Site, in the southwestern portion of the city, is broken into two small parcels and largely consists of open space.

Though this park has recently been dedicated as a recreational amenity, the Birmingham Plan's Future Land Use map designates the northern parcel as an "Activity Seam" that aspires to provide places for neighborhood-scaled infill development along Southfield Road. The southern parcel is designated a "Commercial Destination", acknowledging its proximity to the parcel currently housing the Market Square grocer and aspiring to continue a neighborhood-serving small commercial use in this general location. This plan acknolwedges that these designations include recommendations for potential future development on this site. This kind of small-scale commercial development can coexist with and enhance the park. Until and unless an appropriate development opportunity comes along, this land remains a part of the recreation system.

AMENITIES

» Open Space for Passive Recreation

Neighborhood Park

West Lincoln Well & Park

South of W. Lincoln Street between Glenhurst and Larchlea Drives

2.2
acres

2

Accessibility Ranking

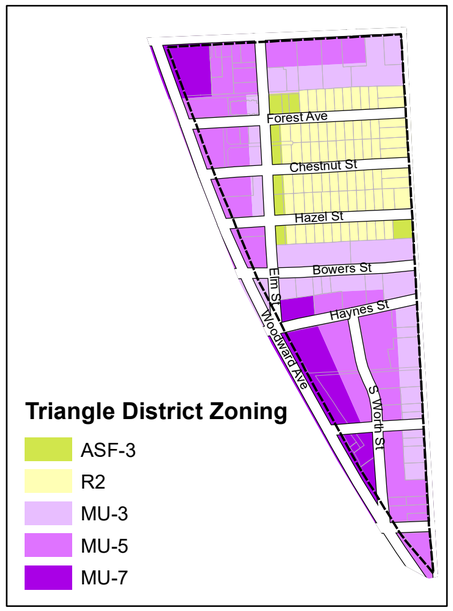
Located in the southwest quadrant of the city, the Lincoln Well Site largely consists of open space, two tennis courts, and play equipment (which includes swings, slides, a sandbox, and rockers. A sidewalk runs along the front of the park, along W. Lincoln Street.

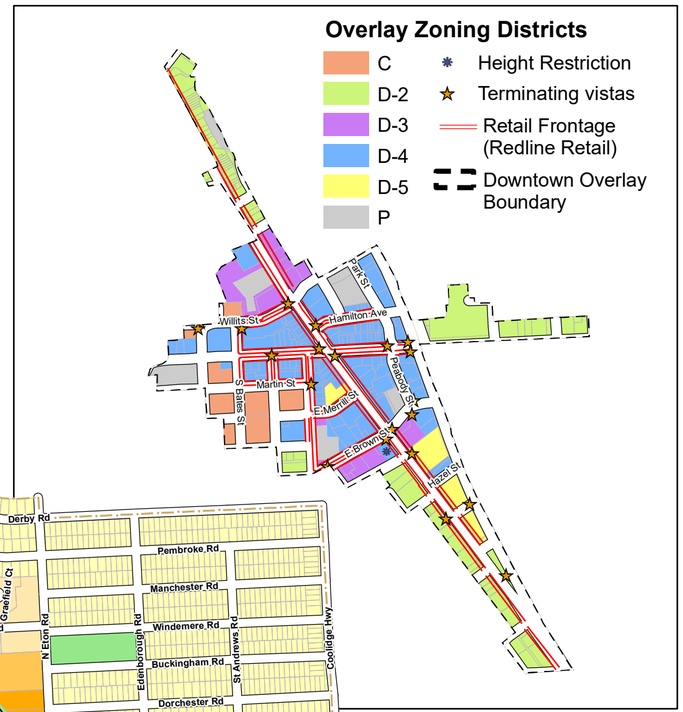
AMENITIES

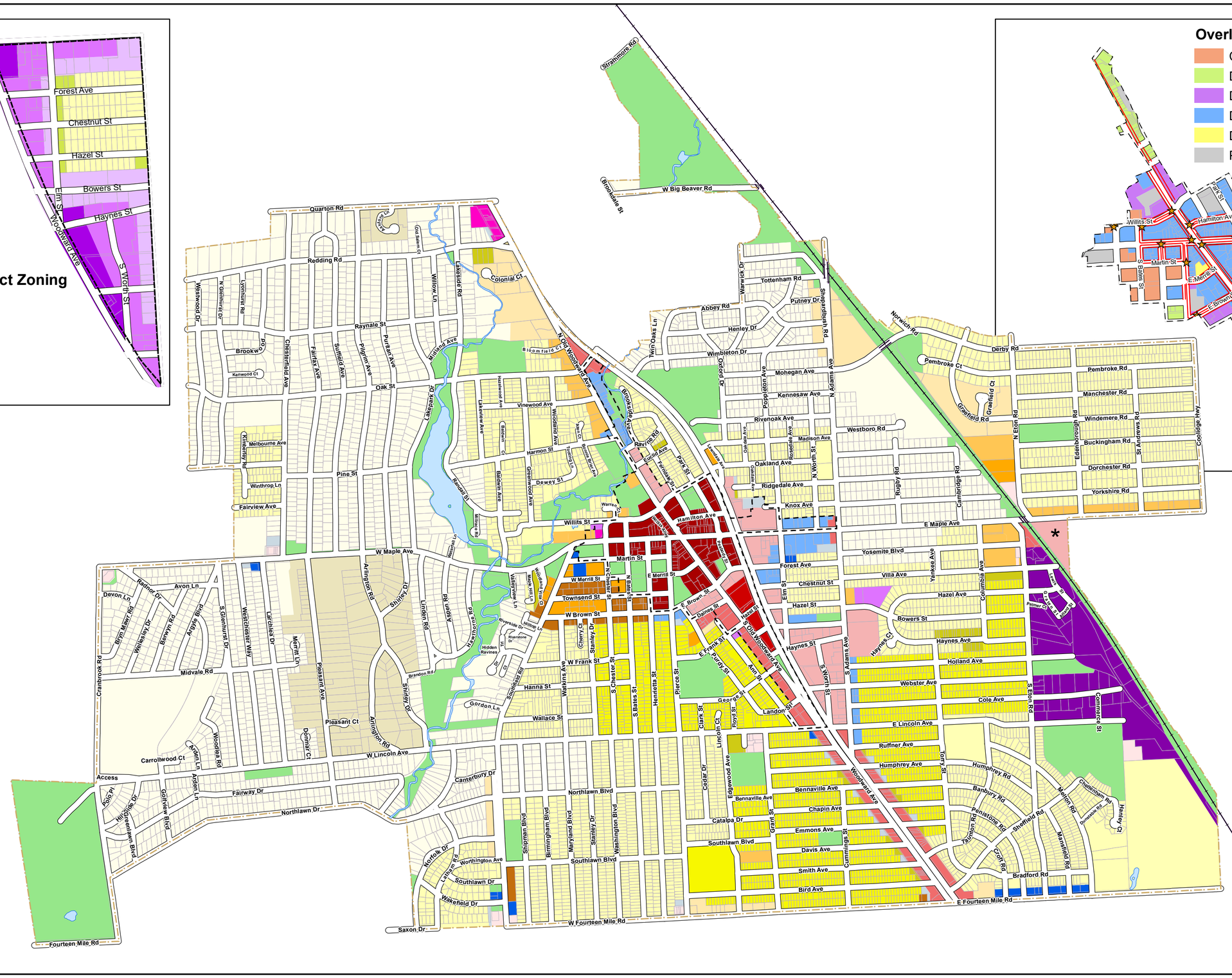
- Tennis Courts (2)
- Playground Equipment
- Swings
- Picnic Tables (2)
- Seating (Benches, 7)
- Drinking Fountain
- Bike Racks

Table 6: Comments, Key Deficiencies / Opportunities

Proposed Accessibility Ranking	Park Name	1) In General	2) Approach and Entrance	3) Navigability
LEVEL 1	**Baldwin Well Site**	Opportunity for more accessible benches/places to rest. Unobstructed, pedestrian-safe entry point does not exist.	No off-street parking. No pedestrian entry.	No Signage; not Internet-searchable
	Fairway Park	Opportunity for more accessible benches/places to rest. Unobstructed, pedestrian-safe entry point does not exist.	No off-street parking. No pedestrian entry.	No Signage; not Internet-searchable
	Linn Smith Park	0 Benches/Places to Rest. Unobstructed, pedestrian-safe entry point exists.	No off-street parking.	Signage exists and is adequate.
	Manor Park	Undeveloped nature preserve; no benches/places to test, no accessible entry.	Parking spaces are not ADA-compliant / accessible.	Signage exists and is adequate.
	Pumphouse Park	4 benches/places to rest. Unobstructed, pedestrian-safe entry point does not exist.	No clear entry into park. No off-street parking.	Signage exists and is adequate.
	Redding Well Site	Opportunity for more accessible benches/places to rest.	No accessible entrance to park.	No Signage; not Internet-searchable
	South Well Site	2 benches/places to rest. Unobstructed, pedestrian-safe entry point exists.	1 ADA Parking space, with accessible path.	No Signage; not Internet-searchable
LEVEL 2	**Derby Well Site**	0 benches/places to rest. Unobstructed, pedestrian-safe entry point exists.	No off-street parking. Accessible pedestrian entry path exists.	No Signage; not Internet-searchable
	Linden Park	Opportunity for more, accessible 5 benches/places to rest. Unobstructed, pedestrian-safe entry point exists.	No off-street parking. Pedestrian path is accessible.	Inadequate signage for navigation.
	Quarton Tennis Court	1 place to rest. Unobstructed, pedestrian-safe entry point does not exist.	No off-street parking. No accessible pedestrian path to courts.	Signage exists and is adequate. Not separately Internet searchable.
	St. James Park	12 benches/places to rest. No accessible paths to play equipment, access from parking lot could be improved.	2 ADA parking spaces – no accessible access aisle.	Signage exists and is adequate.
	West Lincoln Well & Park	7 benches/places to rest. Entry point shared with vehicles/ gravel driveway.	No off-street parking. Pedestrian path is accessible.	Signage exists and is adequate.







City of Birmingham
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1,500 750 0 1,500 Feet

N

Coordinate System: State Plane Coordinate System Michigan South Zone 2113 Projection: Lambert Conformal Conic, Units: International Feet, Datum: NAD83
Data Sources: Oakland County GIS Utility, City of Birmingham
Updated: August 2021

City Of Birmingham

Zoning Map

Zoning Districts

R1	Single-Family Residential	R7	Multiple-Family Residential	B-2B	General Business
R1-A	Single-Family Residential	R8	Multiple-Family Residential	B-3	Office-Residential
R2	Single-Family Residential	TZ1	Transitional Zoning 1	B-4	Business-Residential
R3	Single-Family Residential	TZ3	Transitional Zoning	0-2	Office Commercial
R4	Two-Family Residential	MX	Mixed-Use	0-1	Office
R5	Multiple-Family Residential	B-1	Neighborhood Business	P	Parking
R6	Multiple-Family Residential	B-2	General Business	PP	Public Property
		* B-2	General Business Limited to Grocery Story Use		Downtown Overlay Boundary

BIRMINGHAM
A WALKABLE CITY

MEMORANDUM

Department of Public Services

DATE: February 27, 2025

TO: Parks and Recreation Board

FROM: Carrie Laird, Parks and Recreation Manager

SUBJECT: Winter Sports Recap

Lincoln Hills Winter Sports

It finally snowed enough (4" on the ground minimum) to open Lincoln Hills for winter sports this month. We were open for sledding, cross country skiing, and snow shoeing from February 13 through February 23, 2025. Cross country skiing was more popular this year than in previous years.

Barnum Park Outdoor Ice Rink

It was a great season for outdoor ice skating this year! We January 10, 2025, had a temporary closure due to conditions for about a week, and closed February 25, 2025. It is likely the outdoor rink will remain closed for the season.

Other opportunities

As a reminder, other outdoor opportunities during the winter months in our park system include the Booth Park Sled Hill and the entire Rouge River Trail Corridor when ground conditions allow.

BIRMINGHAM
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MEMORANDUM

Department of Public Services

DATE: February 28, 2025

TO: Parks and Recreation Board

FROM: Carrie Laird, Parks and Recreation Manager

SUBJECT: Playground Design Services RFQ

A Request for Qualifications (RFQ) for playground design services is now available on the City's procurement site, The Michigan Inter-governmental Trade Network (MITN)/Bidnet. The Department PS anticipates providing an update at the March meeting.

The purpose of the RFQ is to request proposals from playground vendors that have been awarded contracts through cooperative purchasing agreements who demonstrate the ability to design, create, provide and install multiple playgrounds of varying sizes throughout the City of Birmingham.

The City is seeking innovative playground design and creative playground equipment for enjoyment of all children but particularly for children aged 2 years to 12 years old. All design and playground equipment must meet current and applicable ASTM, CPSC and ADA standards and guidelines. The playground design and playground equipment will be installed in various areas, and the design should include, but not be limited to, artificial turf for surfacing, drinking fountains, restroom facilities, grading and site preparation work, shade canopies, lighting solutions, and finally, restoration of any affected areas of current playground equipment and/or design during construction.

Public engagement is an important component of the playground design. Each playground design will require meetings with City staff, representatives from HOA's, and one or more meetings with the Parks and Recreation Board. Additionally, the City will publicize opportunities for feedback on designs from residents for all or some play areas for the Vendor to include as part of design.

Vendors are required to provide three examples/schematics playgrounds of varying sizes and costs as part of their proposal and one 3D rendering example.

A mandatory pre-bid meeting was held at Poppleton Park on February 19, 2025. A total of 7 vendors participated.

This RFQ does not request pricing for the equipment, only design fees per playground for the following playgrounds: Pumphouse Park, W. Lincoln Well & Park, Poppleton Park, Pembroke Park, and Crestview Park. The cost proposal requests a per meeting fee from vendors as well.

Proposals are due on March 13, 2025. Staff will review the proposals, interview as needed, and anticipates providing an update at the April 1, 2025 Parks and Recreation Board meeting.