



**Parks And Recreation Board – Regular Meeting Minutes
January 13, 2026 – 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, Anne Lipp; Alternate Board Members Narlu Castellano, Joseph Wrobel

Absent: Board Member Sarah Kupczyk

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

III. Announcements, Introductions of Guests & Chairpersons Comments

A. Golf Course Green Fees Subreport

DPSD Zielinski asked to amend the agenda to add the Golf Course Green Fees Subreport.

Motion by Einstein
Seconded by Lipp to add it.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

**B. City Commission Long Range Planning Meeting Saturday, January 24,
2026 – 8:30 AM**

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

None.

V. Approval of the Minutes – December 2, 2025

Ms. Lipp recommended a change to the minutes.

Motion by Collins

Seconded by Lipp to accept the minutes with the corrections given.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

VI. Unfinished Business

A. Park Rules & Regulations

PRM Laird introduced the item. Staff answered questions regarding the item.

Board members discussed the following regarding the item:

- The penalty for tennis instruction without a permit should be clarified as being pursuant to rule 35.
- Unpaid, non-professional tennis instruction at the tennis courts should likely not require a permit.
- It would be useful to note in writing that tennis professionals must carry liability insurance and must provide that information to the City in order to receive a permit.
- The boating section only intends to prohibit remote control or full-size motorized boats from using Quarton Lake. It does not intend to prohibit non-motorized boats such as canoes, kayaks, or rowboats.
- Since staff indicated that changes to this item would require an hour of City Attorney review, the benefits of the aforementioned changes would likely not be significant enough to outweigh that cost. Consequently, the Rules and Regulations should likely be moved forward as-is.

Motion by Lipp

Seconded by Collins to approve the updated Park Rules and Regulations and updated language on posted park signage. Further, to recommend the Park Rules and Regulations be considered for adoption by the City Commission.

Motion failed, 3-4.

Board members discussed the following regarding the item:

- Rules 33 and 34 might conflict and should be discussed before approving the Rules and Regulations.

ROLL CALL VOTE

Yeas: Castellano, Carmona, Collins

Nays: Graham, Lipp, Einstein, Wrobel

Board members continued discussion regarding the item:

- Rule 33 and 34 might conflict.
- The end of Rule 33 could say 'except as set forth in Rule 34', and the beginning of Rule 34 could have 'Notwithstanding Rule 33' added.
- The rules should be able to stand on their own.
- Alternatively, the Board is not tasked with doing the statutory interpretation of these rules and regulations. That is within the City Attorney's purview.
- It is within the Board's charge to make sure the rules and regulations are clear. Focusing on the underlying intent is appropriate.
- From a drafting standpoint, Rules 33 and 34 could be clarified.
- It might be most appropriate to approve these rules and regulations as-is, to monitor the situation, and to amend the rules and regulations as necessary.
- When updates to the rules and regulations are next proposed, Board members are encouraged to do a thorough read of the first draft and to provide any recommended revisions to staff in advance of the Board discussion.
- The rules and regulations are not necessarily reviewed on an annual basis.
- The heading could say 'Electric Bikes (e-bikes) Exception' for clarity.
- It may not be necessary to clarify because reading Rules 33 and 34 would still likely sufficiently lead a reader to the correct conclusions.

Motion by Lipp

Seconded by Collins to approve the updated Park Rules and Regulations and updated language on posted park signage. Further, to recommend the Park Rules and Regulations be considered for adoption by the City Commission.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

VII. New Business

A. Design Services — St. James & Kenning Parks Presentations & Interviews

- **Dul Landscape Architecture**
- **Nowak & Fraus**
- **OHM**

PRM Laird introduced the item. Each team was interviewed by the Board. No team was in the room during another team's interview. Staff answered questions regarding the item.

Board members discussed the following regarding the item:

- Staff earned thanks for getting well done submittals from qualified contractors.
- Each team seemed very capable.
- OHM offered enthusiasm, a wide range of resources, and a low bid price.
- Community engagement is a high priority, and OHM seemed very capable in that respect. They were the only team that said it would go to the parks to solicit feedback.
- OHM seemed to give the best presentation with the most specific examples.
- All the teams' quoted costs were around \$10,000 - \$20,000 of each other.
- Nowak & Fraus seemed to have done a lot of research into understanding Birmingham, which was appreciated. Their presentation seemed to indicate a strong focus on the engineering aspects of the projects with less of a focus on the design aspects.
- OHM's work at the Sylvan Glen Park in Troy, Michigan was a testament to their capacity and their ability to work in a context that has some similarities to Birmingham.
- OHM had a more diverse team during the presentation, demonstrated interest in a diversity of input from different stakeholders, and demonstrated diversity in design approaches.
- Dul Landscape Architecture's other work in the City has been well done. Their answers were not particularly specific, and their presentation seemed to rely heavily on their previous work in Birmingham.
- OHM's lack of experience within Birmingham parks specifically could be a strength because it could be an opportunity to integrate some fresh perspectives from other communities.
- Checking the references of the selected team will be important to verify that they can deliver the experience being presented.
- Nowak & Fraus was the only team that proposed specific plans for the parks. Their specificity was appreciated.
- OHM demonstrated an understanding of the timeline of the project. They were also the only team that raised some well thought out potential concerns with the timeline for Kenning Park.
- Since the Board did not have feedback from any of the teams' references yet, it may not be appropriate to use that part of the rubric.
- It was unclear whether 'quality of materials' in the rubric referred to the physical materials the teams might plan to use in the parks, or whether it referred to the evening's presentation materials.
- The Board unanimously agreed that OHM was the top team. Staff's ranking, in contrast, was not unanimous.

Motion by Einstein

Seconded by Lipp to strike references.

Board members discussed the following regarding the motion:

- Removing the references aspect of the rubric could be fine.
- It would also work if an individual scored the reference portion the same for all three firms, if they felt they lacked sufficient information.

Motion failed, 0-7.

VOICE VOTE

Yeas: None

Nays: Einstein, Castellano, Wrobel, Carmona, Collins, Graham, Lipp

The Board entered into recess while staff calculated the rankings, and returned from recess.

Motion by Lipp

Seconded by Castellano to recommend OHM as the selected Consultant for Design Services for St. James and Kenning Parks to the City Commission for approval.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

B. Golf Course Green Fees Subreport

DPSD Zielinski presented the item and answered questions from the Board.

Board members discussed the following regarding the item:

- The higher price increases are for the lower volume items. If the prices are increased a bit for the higher volume items, the City would have an opportunity to generate more revenue.
- A two dollar increase would likely not be a deterrent for those looking to play a round of golf in Birmingham.
- It might make sense to explore pricing the golf courses differently.

Motion by Lipp

Seconded by Einstein to increase golf course green fees, effective March 1, 2026, to contribute directly to infrastructure improvements at Springdale and Lincoln Hills Golf Course. Furthermore, to recommend the golf course green fees increase to the City Commission for approval.

Motion carried, 7-0.

ROLL CALL VOTE

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

Nays: None

VIII. Miscellaneous Communications

Board members discussed the following:

- The new City minutes template was being pre-populated with information referencing City Hall that did not apply to the Parks and Recreation Board meetings and should be corrected.
- Discussing golf, ice arena, and dog park programming would be of interest.

- Receiving an update on the City's progress towards its strategic plans would be helpful.

IX. Reports from Staff

A. National Fitness Campaign — Review Information & Options

B. Playground Updates

C. Celebrating America's 250th Anniversary

X. Items for Next Meeting

XI. Adjournment

The meeting was adjourned at 9:49 p.m.



Connie Folk, Ice Arena and Facilities Superintendent



Laura Eichenhorn, City Transcriptionist

APPROVED