



Agenda
Parks and Recreation Board Regular Meeting
Tuesday, March 10, 2026 - 6:30 PM
851 S. Eton, Birmingham, MI
DPS Conference Room

I. Call to Order

II. Roll Call

III. Announcements, Introductions of Guests & Chairpersons Comments

1. Welcome Student Representatives
 - i. Sienna Weinberg, Seaholm High School
2. Stormwater Education Earth Day Event

IV. Open To The Public for Items Not On the Agenda (two minutes per person)

V. Approval of the Minutes from the Previous Meeting

1. February 3, 2026, Parks and Recreation Board Minutes

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. Appointment of New Board Secretary

VIII. Miscellaneous Communications

IX. Reports From Staff

1. Professional Design Services OHM Update St. James Park & Kenning Park
2. New Agenda & Agenda Packet Software CivicPlus
3. Poppleton Park Playground Update
4. Maple Syrup Tapping - Derby Park

X. Items for Next Meeting on April 14, 2026

1. Appointment of Parks & Recreation Board Chairperson and Vice Chairperson

XI. Adjournment

Link to Access Virtual Meeting: <https://zoom.us/j/98191466679>

Telephone Meeting Access: 877 853 5247 US Toll-free

Meeting ID Code: 981 9146 6679

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.

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.

If you cannot attend the meetings, please contact Clinise Kirkwood at the Birmingham Ice Arena (248) 530-1651. Minutes are available for review at the Birmingham Ice Sports Arena, 2300 East Lincoln, Birmingham, MI 48009

Individuals requiring accommodations, such as interpreter services, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice) or 248-644-3405 (TDD) at least one day in advance to request mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-3405 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964)


STORMWATER EDUCATION

Earth Day Event



Beneath Linden Park there's an important stormwater system at work.

Celebrate Earth Day with Oakland County Water Resources Commissioner Jim Nash, City of Birmingham Mayor Clinton Baller, and Friends of the Rouge for a hands-on, family-friendly Earth Day event.



SATURDAY, APRIL 18,
NOON TO 3 P.M.

**LINDEN PARK,
BIRMINGHAM**

**Hot dogs grilled by Commissioner Nash
and Mayor Baller for the first 200 guests**

**Go on a bug hunt and explore
nature up close**

**See how stormwater moves through our
community, and why it matters**



Questions? Email wrc@oakgov.com for more information.



**Parks And Recreation Board – Regular Meeting Minutes
February 3, 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, Sarah Kupczyk, Anne Lipp; Alternate Board Members Narlu Castellano, Joseph Wrobel

Absent: Board Member Jessica Einstein

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 & Chair Comments

The Chair acknowledged Lance Shipman of Penchura.

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

None.

V. Approval of the Minutes – January 13, 2026

Motion by Graham
Seconded by Lipp to approve the January 13th minutes.

Motion carried, 7-0.

ROLL CALL VOTE

Yeas: Kupczyk, Castellano, Wrobel, Carmona, Collins, Graham, Lipp
Nays: None

VI. Unfinished Business

None.

VII. New Business

A. Pembroke Park Playground Update

PRM Laird, Mr. Shipman, and DPSD Zielinski presented the item and answered questions.

Board members discussed the following regarding the item:

- The plans were well done.
- The zip line, increased number of swings, and shade structure will be particular highlights.
- It might be appropriate to move the entrance to the northwest corner in the future. Perimeter sidewalks around the park would also be an appropriate future addition. There is a limit to how accessible the park can be without sidewalks.
- The Board should further evaluate what types of swings should be installed. It might be appropriate for one set of toddler and flex swings to have solid surface access with a pedestrian path leading to it.
- The proposed locations of concrete, woodchips, and poured in place surfaces made sense.
- An accessible path should lead to any future type of restroom facility, if one is added.
- If there is desire to electrify the shelter now or in the future, extending the underground electric utilities to the shelter would be appropriate.
- The presentation to the public should emphasize that these updates are being approached sustainably with some of the equipment being retained and reused. Noting the equipment that will be retained on the graphics might be appropriate.
- Replacing the proposed fabric shade structure with a steel one might allow for use in more types of weather. A steel structure is also likely to be more durable and to have greater longevity.
- The location of the existing water fountain makes sense for the presently proposed layout.
- Future path locations could be determined by observing the desire paths made by pedestrians into and around the park.
- Slightly condensing the play area in order to increase swing accessibility could be positive.
- The flex swing is a preferable option for increased accessibility.

Motion by Lipp

Seconded by Kupczyk to approve the updated draft concept plan and playground layout for the Pembroke Park Playground Improvement project as presented, provided that staff and playground structures address accessibility to a swing or swings by way of a pathway and installing a flex swing option there, and to forward to the City Commission for their consideration and final approval.

Board members discussed the following regarding the motion:

- While removing the single shade structure from the sandbox could be considered in order to reduce costs, installing it is preferable because it can reduce the debris in the sandbox.

Motion carried, 7-0.

VOICE VOTE

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

Nays: None

VIII. Miscellaneous Communications

There are plans to add a cricket field to Boulan Park in Troy, Michigan.

This was of interest since it would be a novel recreational use for the local area, and since the Board often considers how recreational opportunities in Birmingham can be appropriately expanded.

IX. Reports from Staff

X. Items for Next Meeting

XI. Adjournment

The meeting was adjourned at 7:49 p.m.

Connie Folk

Connie Folk, Ice Arena and Facilities Superintendent



Laura Eichenhorn, City Transcriptionist



MEMORANDUM

Department of Public Services

DATE: March 4, 2026

TO: Parks and Recreation Board

FROM: Carrie Laird, Parks & Recreation Manager

SUBJECT: Appointment of New Parks & Recreation Board Secretary

The Parks and Recreation Board Rules of Procedure call for the Parks and Recreation Board to appoint a secretary of the Board. The secretary need not be a member of the Board, and has traditionally been a member of City staff.

Suggested Board Action:

To nominate Clinise Kirkwood as the Parks and Recreation Board secretary.



MEMORANDUM

Department of Public Services

DATE: March 4, 2026

TO: Parks and Recreation Board

FROM: Brad McNab, Parks & Recreation Foreman

SUBJECT: Professional Design Services Update -- St. James Park & Kenning Park

The City Commission has approved Orchard, Hiltz & McCliment, Inc. (OHM) as the selected consultant to provide professional landscape architectural and engineering design services for planned improvements at St. James Park and Kenning Park. Prior to making this recommendation, City staff reviewed and verified references provided by OHM as part of the consultant selection process. These projects advance priorities identified in the 2024–2028 Parks and Recreation Master Plan and the Parks and Recreation Bond Priority List, and will include development of updated park concept plans, engineering and construction documents, and a public engagement process to gather input from stakeholders, the Parks and Recreation Board, and the community.

Following Commission approval, staff conducted an initial project kickoff meeting with OHM on February 13, 2026. The meeting focused on confirming the project scope, refining the schedule, and outlining the immediate next steps.

A follow-up meeting was held on February 27, 2026, with an emphasis on developing a comprehensive public engagement strategy. Work is now underway on both the public engagement plan and preliminary design concepts to support a thoughtful and inclusive planning process.

To encourage meaningful community input, OHM and City Staff are considering holding a public workshop in advance of the April 14th Parks and Recreation Board meeting. OHM also plans to participate in several City-sponsored events, including the Peter Cotton Trail event and the DPS Open House, to share project information, distribute surveys, and gather feedback from residents.

The Department of Public Services (DPS) will continue to coordinate with OHM to attend future Parks and Recreation Board meetings to provide project updates, discuss design progress, and receive Board and community input as the project advances.



MEMORANDUM

Department of Public Services

DATE: March 10, 2026

TO: Parks and Recreation Board

FROM: Clinise Kirkwood, Recreation Coordinator

SUBJECT: New Agenda & Agenda Packet Software CivicPlus

The Parks and Recreation Division is pleased to introduce CivicPlus Agenda & Meeting Management Software, the City's new platform for distributing meeting agendas, agenda packets, minutes and related board materials. This system will improve transparency, streamline communication and provide you with timely access to meeting documents. Board members will be able to view agendas online, download agenda packets and receive automatic notifications when new materials are published.

To ensure you receive notifications when agendas and packets are posted, please visit bhamgov.org/enotify to sign up to receive an email and/or text when agendas and minutes are posted. You can also access agendas and meeting materials directly through the CivicPlus portal. Visit <https://birminghammi.portal.civicclerk.com> and create or log into your CivicPlus Account.

If you experience any difficulty accessing CivicPlus or setting up notifications, please contact the Parks and Recreation Division staff. We are happy to walk you through the process or provide a brief demonstration at an upcoming meeting. Thank you for your cooperation as we transition to this new system. We believe CivicPlus will enhance communication and make meeting materials more accessible for all board members.



MEMORANDUM

Department of Public Services

DATE: February 19, 2026

TO: Parks and Recreation Board

FROM: Brad McNab, Parks & Recreation Foreman

SUBJECT: Poppleton Park Playground Update

Work on the Poppleton Park Playground Improvements is underway and moving forward as planned. Demolition of the old playground equipment has been completed, and temporary fencing has been installed to secure the site and maintain safety during construction.

Michigan Recreational Construction (MRC) is currently preparing the area for grading so they will be ready to proceed once the final grading plan is approved by the City. Signs will also be installed on site to inform residents that a new playground is coming soon. The Department of Public Services (DPS) will continue coordinating with MRC and will keep the Board informed as the project progresses.

Additional updates will be provided to the Board as the project advances through construction phases.

City of Birmingham
Poppleton Park

Park Hours
6:00am to 10:00pm

DANGER!
Playground
Tennis
Ball Diamond

Dogs Allowed
on leash
Please pick up after your pet.

Use of the facility is at your own risk
For a complete list of Park Rules and Regulations please visit www.bhamgov.org

NO Alcoholic Beverages Allowed

BIRMINGHAM
PLAYGROUND CLOSED DURING FREEZING TEMPERATURES

For your safety, this playground is closed when temperatures are below 32°F (0°C). Frozen surfaces can become extremely hard and slippery, increasing the risk of serious injury from a fall.

Please keep children off all equipment until temperatures rise above freezing.

Thank you for helping keep our community safe.

DANGER
CONSTRUCTION AREA

DANGER
CONSTRUCTION AREA

Please clean up after your dog

COMING SOON



BIRMINGHAM
A WALKABLE CITY



MEMORANDUM

Department of Public Services

DATE: March 5, 2026

TO: Parks and Recreation Board

FROM: Brendan McGaughey, Forestry & Environment Foreman

SUBJECT: Maple Syrup Tapping – Derby Park

DPS staff took the initiative to help celebrate America's 250th anniversary creating this new program geared towards providing the public with information on the history of maple syrup and other interesting details about the maple syrup tapping process. The Department of Public Services (DPS) tapped maple trees in Derby Park in late February-early March while the weather cooperated and the trees were still dormant.

There are more than 5,000 maple trees on public property in the City of Birmingham, and approximately 1 billion maple trees in the state of Michigan alone. In late winter to early spring, maple sap begins to circulate up and down inside the trees with freezing and thawing weather. If done properly, the small holes created for tapping will not harm the tree. The tree must be mature enough (more than 10" diameter) and healthy enough to compartmentalize the small 3/8" wound.

Sugar maples are not the only tree that can be tapped to make syrup. They are often used as they have the highest sugar content in the sap (~2%). Some other common trees in Michigan that can be tapped are black walnut (*Juglan nigras*), American sweetgum (*Liquiambar styraciflua*) and Birch species (*Betula* spp.), which make excellent syrups with their own unique flavors, but would require more sap to process because of their lower sugar contents.

DPS staff is partnering with Oakland County Parks to help process the sap collected with their existing equipment (reverse osmosis and an evaporator). Please visit the [city's webpage](#) for more information on the maple syrup tapping program!