



**CITY COMMISSION SPECIAL MEETING AGENDA
FEBRUARY 12, 2018
7:00 PM**



Photo Credit: Carroll DeWeese

Municipal Building, 151 Martin, Birmingham, MI 48009

- Tablet Users: Tap the screen for available options, select "Open in", select "Adobe Reader". The agenda will open in Adobe Reader.

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BIRMINGHAM CITY COMMISSION AGENDA
SPECIAL MEETING
FEBRUARY 12, 2018
MUNICIPAL BUILDING
151 MARTIN, BIRMINGHAM MI 48009 PH: 248-530-1880
7:00 – 7:30 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Andrew M. Harris, Mayor

II. ROLL CALL

J. Cherilynn Mynsberge, City Clerk

III. CLOSED SESSION

Resolution to meet in closed session to discuss an attorney/client privilege communication in accordance with Section 8(h) of the Open Meetings Act.

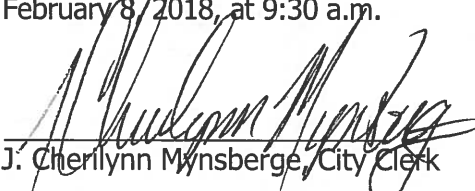
(A roll call vote is required and the vote must be approved by a 2/3 majority of the commission. The commission will adjourn to closed session after all other business has been addressed in open session and reconvene to open session, after the closed session, for purposes of taking formal action resulting from the closed session and for purposes of adjourning the meeting.)

IV. ADJOURN

NOTICE: Individuals requiring accommodations, such as mobility, visual, hearing, interpreter or other assistance, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.

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).

I, J. Cherilynn Mynsberge, City Clerk of the City of Birmingham, Michigan, do hereby certify that this notice was posted in accordance with MCL15.265(4), Open Meetings Act PA267 of 1976, on February 8, 2018, at 9:30 a.m.


J. Cherilynn Mynsberge, City Clerk



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Navigating through the agenda:

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BIRMINGHAM CITY COMMISSION AGENDA
FEBRUARY 12, 2018
MUNICIPAL BUILDING, 151 MARTIN
7:30 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Andrew M. Harris, Mayor

II. ROLL CALL

J. Cherilynn Mynsberge, City Clerk

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

Announcements:

- This year marks the City of Birmingham's bicentennial year, recognizing the 200th anniversary of the first land purchase in Birmingham. The Birmingham Museum, from now through December, is presenting "The People of Birmingham: Celebrating 200 Years of Stories", featuring submissions *from* the people of Birmingham, *about* the people of Birmingham. Visit the City's website for more information.
- Commissioner Nickita's Birthday.

Appointments:

- A. Interviews for Historic District Commission, Alternate Member.
 - 1. Kevin Filthaut
- B. Appointment of Alternate Member to the Historic District Commission.
 - 1. To appoint ____ to the Historic District Commission as an alternate member to serve the remainder of a three-year term to expire September 25, 2019.
- C. Interviews for Public Arts Board, Alternate Member.
 - 1. Natalie L. Bishai
- D. Appointment of Alternate Member to the Public Arts Board.
 - 1. To appoint ____ to the Public Arts Board as an alternate member to serve the remainder of a three-year term to expire September 28, 2020.
- E. Administration of Oath of Office to Appointees.

IV. CONSENT AGENDA

All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of the items unless a commissioner or citizen so requests, in which event the item will be removed from the general order of business and considered under the last item of new business.

- A.1. Approval of City Commission meeting minutes of January 22, 2018.
- A.2. Approval of City Commission meeting minutes of January 27, 2018.
- B. Approval of warrant list, including Automated Clearing House payments, dated January 24, 2018 in the amount of \$981,621.06.

- C. Approval of warrant list, including Automated Clearing House payments, dated January 31, 2018 in the amount of \$1,557,619.15.
- D. Approval of warrant list, including Automated Clearing House payments, dated February 7, 2018 in the amount of \$627,692.97.
- E. Resolution setting a public hearing date for March 12, 2018 to consider an application for a Special Land Use Permit and Final Site Plan for 191 N. Chester.
- F. Resolution setting a public hearing date for March 12, 2018 to consider the Final Site Plan & Design and a Special Land Use Permit Amendment at 33588 Woodward to allow the addition of a new accessible bathroom to the existing Shell gasoline service station.
- G. Resolution approving a request submitted by the Michigan Parkinson's Foundation requesting permission to hold "I Gave My Sole for Parkinson's," a 5K walkathon, on Saturday, May 19, 2018, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.
- H. Resolution approving a request submitted by the Lungevity Foundation requesting permission to hold Breathe Deep Michigan, a 5K walk, on Saturday, June 2, 2018, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.
- I. Resolution approving a request submitted by the City of Birmingham to hold the Celebrate Birmingham Parade and party in Shain Park on Sunday, May 20, 2018, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.
- J. Resolution waiving normal bid requirements for this sole source vendor and authorizing the purchase and installation of a Desktop Coder from Harvey Electronics for fiscal year 2017-2018 in the amount of \$16,021.00 from account #585-538.001-971.0100.
- K. Resolution approving the purchase of a Kodak 2400DSV Plus digital microfilm printer/scanner/reader from DSS Corporation in the amount of \$7,500.00, further authorizing this expenditure from IT Computer Maintenance account #636-228.000-933.0600.
- L. Resolution authorizing the IT department to purchase the licenses and maintenance for the ArcGIS software installed in Community Development, total cost not to exceed \$8,950.00. Funds are available in the IT GIS fund account #636-228.000-973.0500.
- M. Resolution awarding the 2017-2018 Public Services contract totaling \$46,585.00 for Minor Home Repair, Yard Services and Senior Outreach Services to NEXT under the Community Development Block Grant Program; and further, authorizing the Mayor to sign the contract on behalf of the City.
- N. Resolution awarding the Birmingham Police Department Main Entrance ADA Retrofit contract to Meridian Contracting Group in the amount of \$51,156.00 charged to account #248-690.000-836.0100 for \$33,322.00 and #101-265.001-977.0000 for \$17,834.00; further authorizing the Mayor and City Clerk to sign the contract on behalf of the city; and further approving the appropriation and amendment to the General and Community Development Block Grant Funds as follows:

General Fund:Revenues

Draw from Fund Balance	101-000.000-401.0000	\$17,834.00
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Expenditures

City Hall and Grounds		
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Buildings	101-265.001-977.0000	\$17,834.00
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Community Block Grant Fund:Revenues

Federal Grants	248-000.000-503.0000	\$33,322.00
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Expenditures

Barrier Free Improvements	248-690.000-836.0100	\$33,322.00
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- O. Resolution approving the Golf Cart Lease Agreement between the City of Birmingham and Pifer, Inc. for a term commencing March 10, 2018 and terminating on October 31, 2020 for a total amount of \$105,300.00. Further, authorizing the Mayor and City Clerk to sign the Agreement on behalf of the City upon receipt of proper insurances. Funds for this lease are contained with the Equipment Rental line items, account #584-753.002-941.0000 and #597-753.002-941.0000.
- P. Resolution approving the purchase of one (1) 2018 Chevrolet Tahoe from Berger Chevrolet through the Oakland County extendable purchasing contract #5218 in the amount of \$36,170.00 from account #641-441.006.971.0100; further, approving the purchase of one (1) 2018 Ford Police Interceptor Utility from Gorno Ford through the Oakland County extendable purchasing contract #4944 in the amount of \$31,406.00 from account #641-441.006.971.0100 for a total expenditure of \$67,576.00.
- Q. Resolution approving the 2018 annual flower purchase from Croswell Greenhouse Inc. in the amount not to exceed \$20,053.85. Funds are available from the General Fund – Property Maintenance – Operating Supplies account #101-441.003-729.0000.

V. UNFINISHED BUSINESS**VI. NEW BUSINESS**

- A. Public Hearing to consider adoption of the City of Birmingham 2018 Parks and Recreation Master Plan.
 - 1. Resolution approving the formal Resolution of Adoption of the City of Birmingham 2018 Parks and Recreation Master Plan. (*complete resolution in agenda packet*)
- B. Public Hearing to consider necessity for the replacement of sewer and water laterals located within the limits of the Old Woodward Ave. Paving Project.
 - 1. Resolution declaring necessity for all sewer and water laterals not meeting current criteria located within the limits of the following properties to be replaced as a part of the Paving Project on Old Woodward Ave. from Willits St. to Brown St. (*complete resolution in agenda packet*):
 - "Assessor's Plat No. 27" - Lot 4, except that part taken for Willits Alley right-of-way, lot 5, lot 6.

- "Assessor's Plat No. 19" - The easterly 44 ft. of lot 4, except that part taken for Willits Alley right-of-way, lots 5-10 inclusive, except that part taken for Willits Alley right-of-way.
- "Assessor's Plat No. 21" - Lots 20-28 inclusive.
- "Merrill's Plat" - The northerly 80.76 ft. of the westerly 13 ft. of lot 2, lot 3.
- "Assessor's Plat No. 24" - Lots 1-8 inclusive.
- "Assessor's Plat No. 25" - The easterly 27.07 ft. of the southerly 44.25 ft. of lot 3, the easterly 35.98 ft. of lot 21, lots 22 - 24 inclusive.
- "Assessor's Replat of Lots 1-9 Inclusive Brownell Subdivision and Lots 8-15 Inclusive Part of Lot 16 and Vacated Street of Hunter's Eastern Addition" - Lots 1, 2, 4.

C. Public Hearing to consider necessity for the installation of sidewalk enhancements on the Old Woodward Ave. Paving Project.

1. Resolution declaring necessity for the construction of sidewalk enhancements, the improvement to be known as "Old Woodward Ave. Streetscape Enhancements", consisting of the construction of exposed aggregate concrete and regular concrete pavement sidewalks, new trees and landscaping, irrigation, granite seating features, and new electrical system (on Old Woodward Ave. only), within the district consisting of all properties, both public and private, on Old Woodward Ave. from Willits St. to Brown St., as well as for 400 feet of Maple Rd. west and east of the Old Woodward Ave. intersection. (*complete resolution in agenda packet*)

D. Resolution approving the recommendation of the Advisory Parking Committee to award the service agreement with Nelson Nygaard for Parking Consultant Services for fiscal year 2017-2018 in the amount of \$90,442.00 from account #585-538.001-811.0000. Further directing the Mayor and City Clerk to sign the agreement on behalf of the City, contingent upon successful execution of the contract by the parties.

VII. REMOVED FROM CONSENT AGENDA

VIII. COMMUNICATIONS

- A. Munro-Pierce Street Fence
- B. Daxton Hotel Liquor License Request

IX. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

X. REPORTS

- A. Commissioner Reports
 1. Notice of Intention to appoint three regular members to the Cablecasting Board on March 12, 2018.
 2. Notice of Intention to appoint two regular members to the Multi-Modal Transportation Board on March 12, 2018.
 3. Notice of Intention to appoint three regular members to the Parks & Recreation Board on March 12, 2018.
 4. Notice of Intention to appoint three regular members to the Planning Board on March 12, 2018.

- B. Commissioner Comments
- C. Advisory Boards, Committees, Commissions' Reports and Agendas
- D. Legislation
- E. City Staff
 - 1. Parking Utilization (O'Meara)

XI. ADJOURN

INFORMATION ONLY

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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](tel:(248)530-1880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).



NOTICE OF INTENTION TO APPOINT TO HISTORIC DISTRICT COMMISSION

At the regular meeting of Monday, February 12, 2018 the Birmingham City Commission intends to appoint one alternate member to the Historic District Commission to serve the remainder of a three-year term to expire September 25, 2019.

Interested parties may submit an application available from the City Clerk's Office on or before noon on Wednesday, February 7, 2018. Applications will appear in the public agenda at which time the commission will discuss recommendations, and may make nominations and vote on appointments.

The function and duty of the Historic District Commission is to advise the City Commission with respect to the proper development of the city with primary emphasis upon the city's established historic districts, sites, properties and historic resources. The Commission is also authorized to recommend for the guidance of the City Commission amendments to the City Code relating to the control and development of lands within historic districts.

Applicant(s) Presented For City Commission Consideration:

Applicant Name	Criteria/Qualifications <ul style="list-style-type: none">• A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation.• Must be a resident
Kevin Filthaut 1158 Webster Ave.	Resident

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.

SUGGESTED ACTION:

To appoint _____, to the Historic District Commission as an alternate member to serve the remainder of a three-year term to expire September 25, 2019.



HISTORIC DISTRICT COMMISSION

Ordinance #1880

Terms: 3 years

Members: A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. Two members shall be appointed from a list submitted by duly organized local historic preservation organizations. If available, one member shall be an architect who has two years of architectural experience or who is duly registered in the State of Michigan.

Duties: The function and duty of the Historic District Commission is to advise the City Commission with respect to the proper development of the city with primary emphasis upon the city's established historic districts, sites, properties and historic resources. The Commission is also authorized to recommend for the guidance of the City Commission amendments to the City Code relating to the control and development of lands within historic districts.

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Burley	Doug	(248) 761-9905 <i>doug.burley@outlook.com</i>	8/14/2017	9/25/2020
Chapnick	Josh	(248) 881-6571 <i>josh.chapnick@gmail.com</i>	2/27/2017 Student Representative	12/31/2017
Charles	Adam	(248) 672-3486 <i>mradamcharles@gmail.com</i>	12/11/2017	9/25/2018
Deyer	Keith	(248) 642-6390 <i>kwdeyer@comcast.net</i>	9/25/2006	9/25/2020
Dukas	Natalia	(248) 885-8535 <i>nataliadukas@yahoo.com</i>	9/9/2013	9/25/2019

Last Name Home Address	First Name	Home Business E-Mail	Appointed	Term Expires
Fuller 255 Pierce	Dulce	(248) 245-4000 <i>d@woodwardandmaple.com</i>	10/27/2016 Alternate	9/25/2019
Henke 724 South Bates	John	(248) 789-1640 <i>jwhenke@aol.com</i>	9/25/2006 historical preservation organization member	9/25/2018
Pfaff 2150 Northlawn	Griffin	(248) 514-3324 <i>fintpfaff@yahoo.com</i>	2/27/2017 Student Representative	12/31/2017
Trapnell 660 Smith Ave	Thomas	(313) 568-6712 <i>ttrapnell@dykema.com</i>	4/27/2015	9/25/2018
Vacant			Alternate	9/25/2019
Willoughby 667 Greenwood	Michael	(248) 760-8903 <i>mwilloughby@mwa-architects.com</i>	3/22/2010 architect	9/25/2019



RECEIVED BY
In Person IT
FEB - 6 2018
CITY CLERK'S OFFICE

OFFICE USE ONLY
Meets Requirements? Yes No
Will Attend Unable to Attend

APPLICATION FOR CITY BOARD OR COMMITTEE

Thank you for your interest in serving on a Board or Committee. The purpose of this form is to provide the City Commission with basic information about applicants considered for appointment. NOTE: Completed applications are included in the City Commission agenda packets. The information included on this form is open to the public. All Board and Committee members are subject to the provisions of the Ethics Ordinance (Chapter 2, Article IX of the City Code).

Information on various Boards and Committees and a list of current openings can be found on the City website at www.bhamgov.org/boardopportunities.

(Please print clearly)

Board/Committee of Interest Historic District Commission

Specific Category/Vacancy on Board Alternate member

Name Kevin Filthaut

Phone (248) 761-0009

Residential Address 1158 Webster Ave

Email kfilthau@umich.edu

Residential City, Zip Birmingham 48009

Length of Residence Less than 1 yr.

Business Address _____

Occupation _____

Business City, Zip _____

Reason for Interest: Explain how your background and skills will enhance the board to which you have applied Advise Historic Commission on the economic impact of historic landmarks in regards to quality of life, real estate values, business districts, and pride of Heritage.

List your related employment experience Financial Representative at Lifetime Financial Growth of Michigan.

List your related community activities Assistant Hockey Coach for the Birmingham Liberty Youth Hockey Association.

List your related educational experience Economic major from the University of Michigan

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the City of Birmingham from which you or they derive direct compensation or financial benefit? If yes, please explain: no

Do you currently have a relative serving on the board/committee to which you have applied? no

Are you an elector (registered voter) in the City of Birmingham? no


Signature of Applicant

2/5/2018
Date



NOTICE OF INTENTION TO APPOINT TO PUBLIC ARTS BOARD

At the regular meeting of Monday, July 10, 2017 the Birmingham City Commission intends to appoint two alternate members to the Public Arts Board to serve three-year terms to expire January 28, 2020.

In so far as possible, the members shall represent a major cultural institution, a registered architect of the State of Michigan, an artist, an art historian, and an art consultant. Members may also be members of the Historic District Commission, Design Review Board, the Parks and Recreation Board, or the Planning Board. At least four members of the Board shall be residents of the City of Birmingham.

The objectives of the Public Arts Board are to enrich the City's civic and cultural heritage; to promote a rich, diverse, and stimulating cultural environment in order to enrich the lives of the City's residents, business owners, employees, and all visitors; and to establish an environment where differing points of view are fostered, expected, and celebrated by providing the opportunity for such expression through the display of public art.

Interested citizens may apply for this position by submitting an application available from the City Clerk's office. Applications must be submitted to the City Clerk's office on or before noon on Wednesday, July 5, 2017. These applications will appear in the public agenda for the regular meeting at which time the commission will discuss recommendations, and may make nominations and vote on the appointments.

Applicant(s) Presented For City Commission Consideration:

Applicant Name	Criteria/Qualifications
	Members shall, <u>in so far as possible</u> , represent a major cultural institution, a registered architect of the State of Michigan, an artist, an art historian, and an art consultant. Members may also be members of the Historic District Commission, Design Review Board, the Parks and Recreation Board, or the Planning Board.
Natalie L. Bishai 1173 Latham St.	See attached application

SUGGESTED ACTION:

To appoint _____ to the Public Arts Board as an alternate member to serve a three-year term to expire January 28, 2020.



PUBLIC ARTS BOARD

City Code - Chapter 78, Article V

Terms - 3 years

7 regular members - At least 4 members shall be residents of the City of Birmingham. The remaining members may or may not be residents of Birmingham. In so far as possible, the members shall represent a major cultural institution, a registered architect of the State of Michigan, an artist, an art historian, and an art consultant. Members may also be members of the HDDRC, the Parks and Recreation Board, or the Planning Board.

2 alternate members - must meet one of the already established criteria for regular members

Objectives -

- to enrich the City's civic and cultural heritage;
- to promote a rich, diverse, and stimulating cultural environment in order to enrich the lives of the City's residents, business owners, employees, and all visitors;
- to establish an environment where differing points of view are fostered, expected, and celebrated by providing the opportunity for such expression through the display of public art.

Last Name	First Name	Home Business	Appointed	Term Expires
Home Address		E-Mail		
Cohen 1578 Lakeside Birmingham	Rabbi Boruch 48009	(248) 225-0246 <i>thebirminghamjewishconnection@g</i>	2/27/2017 Resident Member	1/28/2019
Demps-Simons 563 Watkins Birmingham	Celeste 48009	(248) 719-5091 <i>hemelroos@gmail.com</i>	2/27/2017 Student Representative	12/31/2017
Eddleston 892 Purdy Birmingham	Jason 48009	(248) 703-3808 <i>jason28e@yahoo.com</i>	12/5/2016	1/28/2020
Evans 1028 Suffield Birmingham	Sarah 48009	(248) 808-4633 <i>sarahshaus@hotmail.com</i>	2/27/2017 Student Representative	12/31/2017

Last Name Home Address	First Name	Home Business E-Mail	Appointed	Term Expires
Heller 176 Linden Birmingham	Barbara 48009	(248) 540-1310 (313) 833-7834 <i>bheller@dia.org</i>	1/28/2002 Resident Member	1/28/2021
Neville 1516 E. Melton Birmingham	Monica 48009	(248) 321-1776 <i>monica.neville1@gmail.com</i>	2/27/2017 Resident Member	1/28/2021
Ritchie 1455 South Eton Birmingham	Anne 48009	(248) 635-1765 <i>a_ritchie@msn.com</i>	9/12/2016	1/28/2020
Roberts 2352 Buckingham Birmingham	Mary 48009	(248) 535-9871 <i>maryroberts49@gmail.com</i>	9/12/2016	1/28/2019
Trella 2517 Manchester Birmingham	Cecilia 48009	(312) 813-9027 <i>crt2000.lvay@gmail.com</i>	2/27/2017 Student Representative	12/31/2017
Vacant			Alternate	1/28/2020
Vacant			Alternate	1/28/2020
Wells 588 Cherry Ct. Birmingham	Linda 48009	(248) 647-1165 <i>lawells126@gmail.com</i>	2/11/2013 Resident Member	1/28/2019

APPLICATION FOR CITY BOARD OR COMMITTEE

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Information on various Boards and Committees and a list of current openings can be found on the City website at www.bhamgov.org/boardopportunities.

(Please print clearly)

Board/Committee of Interest Public Arts Board
Specific Category/Vacancy on Board Alternate position
Name Natalie L Bishai Phone 248 640 0088
Residential Address 1173 Latham St Email nlbishai@yahoo.com
Residential City, Zip Birmingham 48009 Length of Residence 9 years
Business Address _____ Occupation Homemaker
Business City, Zip _____

Reason for Interest: Explain how your background and skills will enhance the board to which you have applied _____

See attached paragraph.

List your related employment experience District and Sales Manager at Express.
Visual Merchandising, Execution of Floor plans and driving Sales

List your related community activities Girl scouts of America

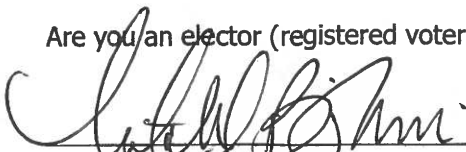
List your related educational experience Fashion Merchandising Degree from
Fashion Institute of Charlotte (served as Ambassador)

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the City of Birmingham from which you or they derive direct compensation or financial benefit? If yes, please explain: _____

None

Do you currently have a relative serving on the board/committee to which you have applied? None

Are you an elector (registered voter) in the City of Birmingham? Yes


Signature of Applicant

2.2.18
Date

With my background in visual and fashion merchandising arts, I believe my position on this committee will aid in bringing new ideas of art to the city of Birmingham. Over the past 9 years I have served as the art director of my own home educating and teaching my 3 kids the importance of visual and mental stimulation through art. It is my goal to do the same for the adults and children that live in this great town. Art is important for the mind in regards to abstract thinking to complement logical thinking. I have many ideas I am very interested in introducing to this committee and the City of Birmingham.

BIRMINGHAM CITY COMMISSION MINUTES
JANUARY 22, 2018
MUNICIPAL BUILDING, 151 MARTIN
7:30 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Harris called the meeting to order at 7:30 p.m.

II. ROLL CALL

ROLL CALL: Present,	Mayor Harris Mayor Pro Tem Bordman Commissioner Boutros Commissioner DeWeese Commissioner Hoff Commissioner Nickita (arrived at 7:32 p.m.) Commissioner Sherman
Absent,	None

Administration: City Manager Valentine, City Attorney Currier, Chief of Police Clemence, Planning Director Ecker, Police Commander Grewe, City Clerk Mynsberge, City Engineer O'Meara, Director of Public Services Wood

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

01-015-18 ADMINISTRATION OF OATHS

Chief of Police Clemence introduced the six new police officers participating in the pinning ceremony, officially marking their membership in the Birmingham Police Department:

Ofc. Nicholas Hill	Ofc. Tyler Dearing-Manning
Ofc. Brent Macumber	Ofc. Scott McIntyre
Ofc. Joshua Bouchard	Ofc. Alex Linke

The City Clerk administered the Oath of Office to Officers Hill, Macumber, Bouchard, Dearing-Manning, McIntyre and Linke.

01-016-18 ANNOUNCEMENTS

Mayor Harris announced:

- Birmingham Restaurant Week will be held January 29th through February 2nd and February 5th through 9th. Birmingham's top chefs will be creating special three-course lunch and dinner menus for \$15 and \$30.
- Please remember the two most important requirements of the City's snow ordinance:
 1. You are required to clear snow and ice from the sidewalk in front of your home. If the snow stops falling during the day, your sidewalks must be cleared within 12 hours. If the snow stops falling during the night, sidewalks must be cleared by 6 p.m. the following day.

2. When a Snow Emergency is declared, cars must be removed from city streets so the snowplows can get through. Cars that are not moved will be ticketed.

01-017-18 APPOINTMENT TO THE BOARD OF ZONING APPEALS

The Commission interviewed Francis Rodriguez and Matthew Vivas to fill a vacancy for an alternate member on the Board of Zoning Appeals.

MOTION: Motion by Commissioner Nickita:

To appoint Francis Rodriguez to the Board of Zoning Appeals as an alternate member to serve the remainder of a three-year term to expire February 17, 2020.

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

01-018-18 APPOINTMENTS TO THE AD HOC UNIMPROVED STREET STUDY COMMITTEE

Applicants Scott Seltzer, Jami Statham, Robert Lavoie, and Katie Schafer were unable to attend and had notified the City Clerk in advance.

Mayor Harris disclosed a professional relationship with Scott Seltzer. There were no objections to Mayor Harris voting.

The Commission interviewed Janelle Boyce, a resident living on an improved street, and Al Bosley, a resident living on an unimproved street.

The City Clerk provided the Commission with a list of all residents who have applied for the Committee and noted those who the Commission was able to interview:

RESIDENT REPRESENTATIVE LIVING ON AN IMPROVED STREET		
One (1) such member to be appointed.		
Scott Moore	984 Rivenoak	Interviewed 12/4/17
Janelle Boyce	179 Catalpa Dr.	Interviewed 1/22/18
Jami Statham	1741 Holland	Not interviewed
Katie Schafer	1966 Fairway	Not interviewed

RESIDENT REPRESENTATIVE LIVING ON AN UNIMPROVED STREET		
Three (3) such members to be appointed.		
Dominick Pulis	824 Wimbleton Dr.	Interviewed 12/4/17
Michael Fenberg	908 Chesterfield	Interviewed 12/4/17
Jeffrey Heldt	1415 Lakeside	Interviewed 12/4/17
Julie Hollinshead	590 Lakeview Ave.	Interviewed 12/4/17
Christina McKenna	608 Lakeview Ave.	Interviewed 12/4/17
John Rusche	358 Henley	Interviewed 12/4/17
Scott Seltzer	1500 Lakeside	Not interviewed
Al Bosley	732 Westchester Way	Interviewed 1/22/18
Scott Moore	984 Rivenoak	Interviewed 12/4/17
Katie Schafer	1966 Fairway	Not interviewed

MEMBER WITH A BACKGROUND IN ROAD DESIGN AND MAINTENANCE

One (1) such member to be appointed.		
Robert Lavoie	555 Lakeview Ave.	Not interviewed

Commissioner Hoff questioned if the Commission should move forward without all the candidates present, and stated she was in favor of doing so because there were a number of good candidates from which to choose.

Mayor Pro Tem Bordman noted the Commission met Dr. Schafer when she became an alternate to the Multi-Modal Transportation Board (MMTB). She continued that she would like to meet Robert Lavoie before appointing him, however, because she believes he is unknown to the Commission.

Commissioner DeWeese concurred with Mayor Pro Tem Bordman and Commissioner Hoff.

Commissioner Hoff stated that Mr. Lavoie appeared well qualified from his letter to the Commission, but that his inability to attend two Commission interviews demonstrated a potential lack in the availability necessary to serve on the Committee.

Mayor Harris agreed with Commissioner Hoff, and stated that he would like to move ahead with all positions except for the Member with a Background in Road Design and Maintenance.

Appointment of One (1) Resident Representative Living on an Improved Street

MOTION: Motion by Commissioner Hoff:

To appoint Janelle Boyce to the Ad Hoc Unimproved Street Study Committee as the resident representative living on an **improved street** to serve a term expiring on December 31, 2018.

VOTE: Yeas, 7
 Absent, 0

Appointment of Two (2) Members of the City Commission

MOTION: Motion by Commissioner Hoff:

To appoint Commissioner Sherman to the Ad Hoc Unimproved Street Study Committee as a **member of the City Commission** to serve a term expiring on December 31, 2018.

MOTION: Motion by Commissioner DeWeese:

To appoint Commissioner Boutros to the Ad Hoc Unimproved Street Study Committee as a **member of the City Commission** to serve a term expiring on December 31, 2018.

VOTE for Commissioner Sherman:
 Yeas, 7
 Absent, 0

VOTE for Commissioner Boutros:
 Yeas, 7
 Absent, 0

Appointment of Three (3) Resident Representatives Living on an Unimproved Street

MOTION: Motion by Mayor Pro Tem Bordman:

To appoint Katie Schafer to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Commissioner Nickita:

To appoint Scott Moore to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Commissioner Sherman:

To appoint Al Bosley to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Commissioner DeWeese:

To appoint Michael Fenberg to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Mayor Harris:

To appoint Dominick Pulis to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Mayor Harris:

To appoint Christina McKenna to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Mayor Pro Tem Bordman:

To appoint John Rusche to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

MOTION: Motion by Commissioner Boutros:

To appoint Julie Hollinshead to the Ad Hoc Unimproved Street Study Committee as a resident representative living on an **unimproved street** to serve a term expiring on December 31, 2018.

Commissioner Hoff requested the Commission review the location of the applicants in order to provide geographic diversity in the Committee's membership. Mayor Harris named the street where each applicant resides.

Mayor Harris reminded the Commissioners they may each vote for three candidates.

VOTE for Dr. Katie Schafer:

Yeas, 5 (Bordman, Boutros, DeWeese, Hoff, Nickita)

Absent, 0

VOTE for Mr. Scott Moore:

Yeas, 5 (Boutros, DeWeese, Hoff, Nickita, Sherman)

Absent, 0

VOTE for Mr. Al Bosley:

Yeas, 2 (Bordman, Sherman)

Absent, 0

VOTE for Mr. Dominick Pulis:

Yeas, 1 (Harris)

Absent, 0

VOTE for Mr. Michael Fenberg:

Yeas, 5 (Boutros, DeWeese, Harris, Nickita, Sherman)

Absent, 0

Mayor Harris noted that mathematically three candidates had received a majority of votes without a possibility of the remaining three votes changing the outcome. The Commission was in agreement to stop the voting.

Mayor Harris announced the appointments of Dr. Katie Schafer, Mr. Scott Moore, and Mr. Michael Fenberg as the three (3) resident representatives living on an unimproved street.

The City Clerk administered the Oath of Office to the appointees.

IV. CONSENT AGENDA

All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of the items unless a commissioner or citizen so requests, in which event the item will be removed from the general order of business and considered under the last item of new business.

01-019-18 APPROVAL OF CONSENT AGENDA

The following items were removed from the Consent Agenda:

- Commissioner Hoff : Item A, Approval of the City Commission meeting minutes of January 8, 2018
Item G, Agreement with OHM Advisors

MOTION: Motion by Commissioner Sherman, seconded by Commissioner Boutros:
To approve the Consent Agenda, with Items A and G removed.

ROLL CALL VOTE: Yeas, Mayor Pro Tem Bordman
Commissioner Boutros
Commissioner DeWeese
Mayor Harris
Commissioner Hoff
Commissioner Nickita
Commissioner Sherman
Nays, None
Absent, None

- B. Approval of warrant list, including Automated Clearing House payments, dated January 10, 2018 in the amount of \$3,546,811.18.
- C. Approval of warrant list, including Automated Clearing House payments, dated January 17, 2018 in the amount of \$7,943,677.94.
- D. Resolution accepting the Contract Termination Agreement between the City of Birmingham and Progressive Irrigation, Inc. d/b/a/ Pro Turf Management Lawn for lawn

and landscape services in the City of Birmingham. Further, authorizing the City Manager to execute the Contract Termination Agreement on behalf of the City.

- E. Resolution approving the extension of the bid award as part of the MITN cooperative bid of unleaded gasoline and diesel fuel for truck transport deliveries to RKA Petroleum Companies, Inc., 28340 Wick Road, Romulus, MI 48174 and Ports Petroleum Co., Inc. 1337 Blachleyville Road, Wooster, OH 44691 for truck transport deliveries; and Atlas Oil Companies, 24501 Ecorse Road, Taylor, MI 48180 for tank wagon deliveries, for the purchase of gasoline and diesel fuel at the respective unit prices bid through January 31, 2020. Funds for the purchase of gasoline and diesel fuels are budgeted in Auto Equipment Fund – Fuel Expense account #641-441.006-737.0000.
- F. Resolution approving the purchase of two (2) new John Deere 1575 commercial mowers from John Deere and Company, using MI-Deal Contract #071B7700085 extendable purchasing pricing for a total expenditure of \$61,707.14. Funds for this purchase are available in the Auto Equipment Fund, account #641.441.006-971.0100.

01-020-18 AGREEMENT BETWEEN OHM ADVISORS AND THE CITY OF BIRMINGHAM (ITEM G)

Tim Juidici from OHM Advisors was available to answer questions.

Commissioner Hoff:

- Commended staff for planning this project in advance.
- Told meeting viewers that this motion was an effort to provide inspectors for the Summer 2018 Old Woodward project.
- Asked if a period or the name of the project should be provided in the motion to make sure the specifics are clear.

City Engineer O'Meara clarified for Commissioner Hoff that this contract allows these services to be utilized by different departments over the specified three years.

Mayor Harris also noted the 30-day termination clause included in the contract, should the City see fit to end the relationship with OHM Advisors before the end of the three year period.

MOTION: Motion by Commissioner Hoff, seconded by Commissioner DeWeese:
To authorize the Mayor and Clerk to sign the agreement between OHM Advisors and the City of Birmingham.

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

01-021-18 PUBLIC HEARING TO CONSIDER A SPECIAL LAND USE PERMIT AMENDMENT AND FINAL SITE PLAN - 1669 W. MAPLE (FIRST PRESBYTERIAN CHURCH)

Mayor Harris opened the public hearing at 8:13 p.m.

Planning Director Ecker reported:

- First Presbyterian Church is located on the south side of W. Maple between Pleasant and Larchlea Dr. They are proposing to install a replacement ground sign in front of the Church building and two directional signs. As a result of this new signage, the applicant requires an amendment to their existing Special Land Use Permit (SLUP), which was originally approved on May 13, 1991. Prior to the consideration of a SLUP Amendment, the City Commission refers the Site Plan and Design Review to the Planning Board.
- On November 29, 2017, the Planning Board reviewed the proposed SLUP Amendment for the new signage, and voted to recommend approval of the Final Site Plan and Special Land Use Permit to the City Commission to allow the installation of a sign in front of the church building and a non-illuminated directional sign on Pleasant with the following condition:
 - The applicant must verify that the location of the directional sign along W. Maple Rd. is on private property or move the location to private property.

Planning Director Ecker told Commissioner Hoff the directional sign is double-sided and would be placed on the Church's property.

Mia Asta representing Gardner Signs clarified that there are two directional signs: one on Pleasant St. and one on Maple. Both signs are double-sided. Ms. Asta confirmed for Planning Director Ecker that the sign on Pleasant St. will be replacing an existing sign.

Ms. Asta confirmed for Commissioner Hoff that there will be two double-sided directional signs and one larger sign in front of the Church.

Planning Director Ecker explained to Commissioner Hoff that there will be two double-sided directional signs, not just one sign as previously stated.

Mayor Harris closed the public hearing at 8:18 p.m.

MOTION: Motion by Commissioner DeWeese, seconded by Commissioner Nickita:
To approve a Special Land Use Permit Amendment and Final Site Plan for First Presbyterian Church at 1669 W. Maple to allow the installation of new signage on the property. (*Formal resolution appended to these minutes as Attachment A*)

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

01-022-18 PARKING RESTRICTION REQUEST ON MIDVALE

Police Commander Grewe reported:

- Cris Braun, Executive Director of NEXT, contacted the police department regarding available parking.
- She stated all available street parking is taken up by Seaholm students who arrive around 7 a.m. NEXT has continued to grow, offering a variety of programs for residents,

bringing in approximately 1,500 visitors a week. NEXT has strategically scheduled programs in an attempt to minimize parking problems, however available parking is still an issue. The age of the population NEXT serves presents additional concerns, close proximity spots are desired as mobility is often a factor.

- Executive Director Braun is requesting “No Parking 7 a.m. to 9 a.m.” Monday to Friday between Glenhurst and the western most driveway of their building. This would open up approximately 12 spaces on the road for staff and visitors of NEXT to use on busy days, leaving more parking available in their lot.
- This request would allow parking anytime on the south side of Midvale from Argyle to the western most driveway of the preschool (approx. 4 spots), and no parking from the preschool driveway to Glenhurst between 7 a.m. and 9 a.m.
- This request still allows anyone to park on Midvale. Students, residents and visitors of NEXT can utilize the area after 9 a.m. This prevents students from blocking the area for an entire school day.
- The Multi-Modal Transportation board reviewed this request at their January 4th meeting and passed a motion (7-0) to recommend approval of the request.

Commissioner Hoff:

- Stated that she lives in the area and that there is a significant lack of parking.
- Asked Police Commander Grewe whether he had spoken with Seaholm or Birmingham Public Schools regarding the parking issue.

Police Commander Grewe confirmed for Commissioner Hoff that:

- He has spoken to Seaholm;
- That the students are encouraged to park on Seaholm property; and,
- That the school has little influence on students who choose to park off-campus.
- He is not aware of any plans by Seaholm to expand parking on-campus.

Commissioner Sherman noted, with the proposed change, students could still monopolize parking in front of NEXT upon returning from lunch.

Police Commander Grewe stated that this will prevent Seaholm students from monopolizing the parking in front of NEXT all day.

Commissioner Sherman reiterated his concern that students will still monopolize parking, only slightly later in the day.

Ms. Braun spoke to Commissioner Sherman’s concern and explained NEXT’s all-day programs would keep the parking spaces turning over, and that programs are staggered to accommodate the school’s busiest times.

Commissioner Sherman suggested it might be more beneficial to have staff take the street spots, leaving the parking lot for NEXT members.

Ms. Braun:

- Said that Commissioner Sherman’s suggestion was a possibility.

- Explained that Seaholm parking lot passes are oversold in order to reduce parking strain on City streets.
- Drew the Commission's attention to the capacity study included in the Commission's Agenda in order to show that NEXT is uniformly busy during its business hours.

Commissioner Boutros said he was in favor of motion since the parking would be displaced into a residential area, which is unlikely to be as busy as the street in front of NEXT.

Commissioner DeWeese shared his support of the motion, saying it opened more parking options for NEXT.

Mayor Harris stated his support of the motion since Seaholm cannot further remedy the situation at this time.

Commissioner Nickita stated that this motion begins to address the problem, and will allow for further possibilities as the Commission monitors the outcome. He continued, suggesting that parking in this area should be further discussed during the Master Planning process.

MOTION: Motion by Commissioner Nickita, seconded by Mayor Pro Tem Bordman: To approve "No Parking 7 a.m. to 9 a.m." signs to be installed on the south side of Midvale from the western most driveway of NEXT to Glenhurst. Further, to direct the Chief of Police and the City Clerk to sign the traffic control order on behalf of the City.

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

01-023-18 PARKING IN MDOT RIGHT-OF-WAY NEAR 33477 WOODWARD

Police Commander Grewe reported:

- Duane Barbat of The Barbat Organization has requested a change in parking along the MDOT right of way in front of his business. Mr. Barbat stated several vehicles park daily in front of his business, for long periods of time, and are not visiting any of the business in the area. Mr. Barbat believes drivers are using this area to carpool to town. He is requesting one hour parking for the six parking spots along the front of his business.
- Mr. Barbat completed a petition and obtained signatures from all businesses located in the same building as The Barbat Organization. Three of the four businesses at the south end of the service drive disagreed and did not sign the petition, the fourth is vacant. These four business addresses are south of the requested area to change. 82% of occupied businesses, located along the same service drive, signed the petition in favor of one hour parking.
- There are no current parking restrictions in this area.
- Along Woodward there are several areas that have different parking restrictions that have been put in place over time by request of the businesses in the area. For example, the service drive in front of The Original Pancake House has 1 hour parking and further north in the same service drive is 15 minute parking. Also, on the other

side of Woodward in front of Batteries Plus, the southern part of the service drive has no parking restrictions while the northern half is a 30 minute time zone.

- Different businesses create different parking demands. These changes are request driven as new businesses open. In the event businesses change, a request for a change in parking restrictions by the owner, based on parking demand for the business, will prompt a review.
- The Multi-Model Transportation Board reviewed this request at their January 4th meeting and passed a motion (7-0) to approve the request. See attached minutes.

Mr. Barbat explained to Commissioner Hoff that:

- The businesses on the south side, which include a hair salon, an office space, and a tuxedo shop have not had problems with parking spots occupied all day.
- The south side businesses have three parking spots, whereas the north side businesses have seven.
- The landlord of the building on the south side preferred not to see parking restrictions in front of the property.
- The parking spots in front of the north side businesses are being occupied all day, which is negatively affecting the north side retail businesses.

Police Commander Grewe explained to Mayor Harris that the City enforces the one-hour parking limit through marking vehicle tires with chalk and ticketing after a vehicle has been in a spot for over an hour.

Commissioner Nickita stated that:

- He is sympathetic to the concerns of the retailers;
- The Commission should not be making these parking decisions piecemeal; and,
- A methodology should be developed and applied.

Commissioner Sherman:

- Stated he would like to see a strategy for this issue developed as part of the Master Plan.
- Said that if the Commission were to approve the requested parking changes, it should be reviewed within a certain amount of time.

Commissioner Hoff:

- Concurred with Commissioners Nickita and Sherman.
- Said that the parking time limit would change based on the types of businesses in the retail space.

Commissioner DeWeese said:

- There should be a strategic study of this parking issue, including review by the MMTB.
- Any changes implemented tonight should be open to change under the Master Plan process.
- He would be supportive of this motion with the understanding it could change in the future.

Commissioner Boutros said that:

- This issue is different from S. Eton since that was a residential neighborhood, and this is a business one.
- He trusts retailers to know what parking is most beneficial for their business.
- He would also like to see a more strategic approach in the future.

Mr. Barbat explained:

- To Mayor Pro Tem Bordman that the one-hour limit was reached by consensus through the 11 north side business tenants surveyed.
- He would return to the Commission if the time limit needs to be adjusted in the future.
- Long term parking exists around the building for upstairs tenants. The primary issue being addressed by this motion is retail parking for businesses on the first floor.
- Accommodating the concerns of the north side businesses should not affect the south-side businesses in any way.

Mayor Pro Tem Bordman stated that the Commission supports Birmingham retailers, and that if the businesses believe a one-hour parking limit would be helpful, she would support that.

Mayor Harris asked Police Commander Grewe how similar restrictions were imposed in front of the Original Pancake House and Batteries Plus.

Police Commander Grewe stated the restrictions were imposed before his time.

Mr. Barbat stated that:

- He had requested the parking time limit in front of the Original Pancake House and Batteries Plus as well, and the restrictions were reached through an on-site meeting between Birmingham Parking Enforcement and the tenants.
- The restrictions have been beneficial to the businesses.

Mayor Harris thanked Mr. Barbat for the information.

Police Commander Grewe confirmed for Mayor Harris that there has been only enthusiasm from the aforementioned businesses since the change.

Commissioner Nickita said that if this resolution is approved, it should be done so with a time limit so a strategy can be studied and devised.

MOTION: Motion by Commissioner Nickita, seconded by Commissioner Sherman:

To approve the installation of one-hour parking in the service drive of southbound Woodward Ave. in front of 33495, 33483 and 33477 Woodward Ave., for a total of six parking spaces, for a one-year trial period at the end of which we decide whether we wish to proceed with an extension. Further, to direct the Chief of Police and the City Clerk to sign the traffic control order on behalf of the City.

City Manager Valentine told Mayor Pro Tem Bordman that he expected the Master Plan process to take at least two years before a final draft is available.

Mayor Pro Tem Bordman then asked Commissioner Nickita if he would consider a two-year trial period, instead of one year.

Commissioner Nickita told Mayor Pro Tem Bordman that he was willing to amend the motion given the circumstances.

MOTION: Motion by Commissioner Nickita, seconded by Mayor Pro Tem Bordman:
To amend "one-year trial period" within the main motion to "two-year trial period".

Commissioner DeWeese said he was more comfortable with a two-year trial period.

VOTE on AMENDMENT:

Yeas,	7
Nays,	0
Absent,	0

VOTE on MAIN MOTION AS AMENDED:

Yeas,	7
Nays,	0
Absent,	0

01-024-18 BARNUM ARCH LANDSCAPE ENHANCEMENTS (BALE)

From Director of Public Services Wood's report to City Manager Valentine dated January 12, 2018:

The Community for Barnum Park received a donation of \$12,000 to make landscaping improvements leading up to the "Arch" from Purdy Street. The donation has been deposited with the City with the designation "BALE". This enhancement is in keeping with the Barnum Park Concept Master Plan of further landscape enhancements and making use of the original bricks from the Barnum school building.

The BALE concept plan is attached for your review along with the correspondences from David Young detailing the project scope. The final design drawings and bid specifications will be prepared by David Peterhans at a cost not to exceed \$1,500.00, which will be paid from donation dollars. Also enclosed are the Phase 2 Barnum Park Landscape Improvement Design and the original Barnum Park Concept Master Plan.

Representative for the Community for Barnum Park, David Young, has been working with Dave Peterhans, architect, to put together a concept plan for this improvement for proposal to the Parks and Recreation Board. The proposed BALE concept plan went before the Parks and Recreation Board on November 14, 2017 for review. The Parks and Recreation Board did accept the concept plan for the Barnum Arch Landscape Enhancements and further to recommend to the City Commission for consideration. A copy of the approved minutes are attached, see beginning on page 9 for this item.

The proposed improvement will be located north and south of the walkway leading to the arch from Purdy Street, and will include adding seating areas made from salvaged brick from Barnum School capped with concrete or limestone, adding landscape materials such as boxwood shrubs and groundcover, and possibly a planter in the center of the concrete walkway.

Director of Public Services Wood explained to Commissioner Hoff that the \$12,000 and the \$1,500 amounts were separate and both available in the donation accounts.

Commissioner DeWeese told the Commission that he is very active in Friends of Barnum Park but was not involved in these talks. He believed there is no conflict of interest. The Commission concurred.

MOTION: Motion by Commissioner Sherman, seconded by Mayor Pro Tem Bordman:
To accept the concept plan for the Barnum Arch Landscape Enhancements in keeping with the overall Barnum Park concept plan. Further, to authorize the Administration to proceed with the design for the BALE project and bid out the work to be funded by the Barnum Park donation dollars for the installation during 2018.

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

01-025-18 WOODWARD AVE. RESURFACING – QUARTON RD. TO 14 MILE RD. – COST PARTICIPATION AGREEMENT

City Engineer O'Meara reported, regarding the Agreement with MDOT for Woodward Ave. & Oak St. Traffic Signal and Crosswalk Installation:

As noted previously, the installation of a pedestrian crosswalk at the Oak St. intersection has long been a goal for the City of Birmingham. A marked crosswalk would greatly improve pedestrian accessibility for the public, particularly for those that live on the east side of Woodward Ave. in the Poppleton Park area. To date, they were not interested in prioritizing the signal replacement to resolve this issue, meaning that the City would have been responsible for over \$200,000 in costs. Final City responsibility for this improvement is as laid out at the top of page 3 of the agreement, or \$107,502.

After review, MDOT indicated that they could modify their standard designs, but some of the design elements would have to be compromised.

1. The typical handicap ramp width MDOT constructs on projects such as Woodward Ave. measures 6 feet wide, coupled with pavement markings extending 8 feet in length. They took a close look at the feasibility of constructing the ramps as requested, and could not proceed. Increasing the width of handicap ramps and adjacent sidewalks create many difficulties and increase costs in urban, congested areas. Problems include conflicts with signal posts, street light posts, sign posts, and catch basin drains. Further, attempting to construct such a wide ramp near an intersection often results in a longer curb drop, which would be exacerbated with a 12 foot wide sidewalk. As a compromise, and knowing that the City's main interest was in lengthening the pavement markings, MDOT agreed to install 8 foot wide handicap ramps, in conjunction with 10 feet wide pavement markings.

2. When using the "continental" style pavement markings, MDOT's current policy is to install 12 inch wide bars gapped at 24 inches. Installing the wider pavement markings would be inconsistent with what is occurring on other state projects. As a compromise, MDOT is willing to install the 24 inch wide bars gapped at 24 inches (as requested) at their cost. If they are to proceed, however, the City must agree to accept all future maintenance responsibilities for these pavement markings. If the City Commission wishes to see the width of each individual white bar widened to 24 inches (from the

MDOT standard of 12 inches), future maintenance of the crosswalks would become the responsibility of the City. As noted previously, this translates to a financial commitment of about \$70,000 (in 2017 dollars) every four years.

3. MDOT agreed to construct the crosswalk improvements at Oak St., with federal aid and the City paying the expected additional costs.

4. MDOT agreed to relocate the northbound Oakland Ave. crosswalk, at no additional cost to the City.

Commissioner DeWeese stated that he supports Birmingham's standards for Item 2 even if the City has to pay ongoing maintenance costs in order to promote pedestrian safety.

City Engineer O'Meara confirmed for Mayor Harris that:

- If the State's crosswalk standard changed to Birmingham's standard in the future, the City's maintenance costs would be eliminated per a previous suggestion by Mayor Pro Tem Bordman.
- The maintenance costs are due to painting, which should last about four years.

City Engineer O'Meara confirmed for:

- Commissioner Hoff the City received \$144,198 in federal funding assistance for the project.
- Mayor Pro Tem Bordman there are eight crosswalks being discussed. The possibility of a crosswalk at Big Beaver was broached with Bloomfield Township, and while Bloomfield Township would like one in the future, they do not currently possess the requisite funds.

Mayor Pro Tem Bordman said that the "eight crosswalks work out to less than \$10,000 each spread over four years".

MOTION: Motion by Commissioner Boutros, seconded by Commissioner DeWeese: To authorize the Mayor to sign Contract No. 17-5499 between the City of Birmingham and the Michigan Dept. of Transportation to authorize the City's participation in a Transportation Alternatives Program grant to fund the planned improvements at the intersection of Woodward Ave. and Oak St. The estimated cost to the City in fiscal year 2017-18 is \$107,502, charged to account number 202-449.001-981.0100.

In addition, to endorse the installation of 24 inch wide continental style pavement markings at all Woodward Ave. crosswalks to be installed as a part of the 2018 Woodward Ave. Resurfacing Project, wherein the City will become responsible for the future maintenance of said crosswalks on a four year cycle.

Further to approve the appropriations and budget amendments as follows:

Major Street Fund

Revenues:

Draw from Fund Balance #202-000.000-400.0000	<u>\$107,502</u>
Total Revenue Adjustments	<u>\$107,502</u>

Expenditures:

Public Improvements #202-449.001-981.0100	<u>\$107,502</u>
Total Expenditure Adjustments	<u>\$107,502</u>

Commissioner Nickita stated that City staff was very diligent about working with MDOT during this process, and that this is a big step in creating a safer crossing areas within the City.

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

VII. REMOVED FROM THE CONSENT AGENDA

01-026-18 ITEM A, MINUTES 1/8/2018

Commissioner Hoff requested the following corrections to the January 8, 2018 minutes:

MOTION: *Motion by Commissioner Hoff, seconded by Mayor Pro Tem Bordman:*

To amend the main motion to read:

To modify the recommendations of the Multi-Modal Transportation Board relative to the reconstruction of the following streets:

- 1. Bennaville Ave. between Edgewood Ave. and Grant St. shall be reconstructed to match its current width of 32 ft.*
- 2. Ruffner Ave. between Grant St. and the Woodward Ave. alley shall be reconstructed to 26'.*
- 3. Ruffner Ave. between the Woodward Ave. alley to Woodward Ave. shall be reconstructed to match its current width of 32 ft.*
- ~~3.~~ 4. Chapin Ave. between Grant St. and Cummings shall be reconstructed to match its current width of 26'*
- ~~4.~~ 5. Chapin Ave. between Cummings and the Woodward Ave. alley shall be reconstructed to match its current width of 28'.*

MOTION: Motion by Commissioner Hoff, seconded by Commissioner Boutros:

To approve the January 8, 2018 City Commission meeting minutes as corrected.

VOTE: Yeas, 7
 Nays, 0
 Absent, 0

VIII. COMMUNICATIONS

The City Commission received a letter from Joe Broder addressing the Brookside Development. Mayor Harris thanked City Manager Valentine for his reply to Mr. Broder.

IX. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

Catherine and Thaddaus Reed appeared before the Commission.

Ms. Reed stated that:

- There have been three residential burglaries in Birmingham that have occurred in recent weeks.
- There are many things to love about Birmingham, but safety is of the utmost importance.
- Residents have not received any communications regarding the break-ins.

- The community is grateful to both the Commissioners and the police for all their work in keeping Birmingham safe.
- The community is available to help with the issue in any way they can.
- The neighborhood would like to see explicit communication between the City and the residents, strategies for approaching the issue, increased police presence, and a clear message from the Birmingham police and community that this activity will not be tolerated.

Rajeev Gupta stated that:

- On January 13th, his home was broken into while his wife was home.
- Two individuals were inside the home with an additional individual waiting in the car.
- Those individuals stole jewelry, passports, social security cards, and other important items.
- He submitted security video to the Birmingham Police, and noted the footage was also shared on social media.
- His wife is afraid to remain in the home due to the break-in.
- Birmingham residents on NextDoor, a community-oriented website, have indicated that break-ins in Birmingham are not uncommon.
- Break-ins have also happened in Troy and Bloomfield Hills recently.
- Birmingham Police should share information with Troy and Bloomfield Hills to apprehend the suspect.
- Police presence is so scarce in his neighborhood that drivers do not even feel the need to stop at STOP signs on Wallace.
- He lived in Detroit for many years and never experienced anything like this.

Mayor Harris thanked Mr. and Mrs. Reed and Mr. Gupta for bringing the issue before the Commission.

Chief of Police Clemence said that:

- Any crime is unacceptable.
- There were two break-ins on January 13th in Birmingham: one at Mr. Gupta's home, and one on the west side of the City.
- In calendar year 2017, there were six home invasions in a city of 20,000 residents and 8,500 structures, which in comparison with other cities is not many, and acknowledged that none is the goal.
- Information about the crimes were published in the police department's crime briefings.
- The police department has been approaching this investigation through an undercover unit, a financial crimes task force, communications with all Oakland, Wayne and Macomb Counties' agencies, and through federal information sharing.
- The perpetrator of a home invasion in the same Birmingham neighborhood in 2017 was apprehended.
- He apologized for the pain Mr. Gupta had suffered.
- The Police Department will continue to fully investigate this crime.

Mr. Gupta replied to Chief of Police Clemence that more information has been shared among the Birmingham community members on NextDoor than has been shared by the Birmingham Police Department. Mr. Gupta explained that he shared his home security video on NextDoor

even though the police asked him not to, and that the community response on NextDoor has been amazing. He thinks it NextDoor is a very useful source for leads regarding these robberies.

Ms. Reed inquired as to the Commission's role in planning for the community's safety.

City Manager Valentine replied that the City Commission sets policy and that City Manager Valentine directs the police department to administer the day-to-day operations of their responsibilities. City Manager Valentine continued that:

- Some information cannot be shared during an active investigation.
- The Police Department is working diligently to address the community's concerns.
- As information becomes available, information will certainly be shared. Releasing information too early may jeopardize the investigation.

Ms. Reed replied that the number of break-ins in 2018 is currently to half the run-rate from 2017, and it is only halfway through January. She continued that:

- The Commission should keep an eye on this.
- A community member should not have to come before the Commission to draw attention to the issue every time there is a break-in.
- If break-ins continue, the City should take a more pro-active stance, especially in regards to communicating with the community.

Mayor Harris told Mr. Gupta that the Commission would be willing to discuss cameras at residential intersections if it could help increase safety.

Aaron Cohen stated that he did not have notice regarding the January 8, 2018 meeting discussing the narrowing of Ruffner Ave., and presented reasons why Ruffner Ave. should not be narrowed from 28' to 26':

- It is an unfair application of the City standard.
- There are already issues with maneuverability on Ruffner Ave.
- Larger vehicles are increasing in popularity, which means road-width standards developed in 1997 are increasingly irrelevant in today's circumstances.
- Traffic will be stopped due to lack of room on the street.
- Two vehicles parked on each side of the street with a width of 8' each, plus 8' for an emergency vehicle, leaves very little room for error on the street.

Mr. Cohen finished by thanking the Commission for hearing his input and requesting that the decision to narrow Ruffner be revisited. He noted he very recently moved in and therefore may have missed the notice.

X. REPORTS

01-027-18 COMMISSIONER REPORTS
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The City Commission will appoint one member, who is a representative of professional firm within the parking assessment district, to the Advisory Parking Committee on February 12, 2018.

The City Commission will appoint one alternate member to the Historic District Commission on February 12, 2018.

01-028-18 COMMISSIONER COMMENTS

Mayor Pro Tem Bordman distributed four charts detailing building attendance, membership increases from 2011 to 2018, support services, transportation services and Meals on Wheels usage. NEXT provided over 700 more rides in 2017 than in 2016. Several programs at NEXT have been sold-out due to a lack of space. The only decrease NEXT experienced was in the Meals on Wheels program, due to Federal restrictions.

Commissioner DeWeese stated that he would like to see the cursor used on the projector as part of a presentation mirrored on Commissioners' individual laptops. City Manager Valentine said City staff would look into it.

Commissioner Nickita stated that he would be giving the first lecture of a lecture series at the Community Design Center in Rochester, New York on January 30, 2018 called "Building Places Worth Caring About". Commissioner Nickita stated that strategies used in Birmingham by the Commission will be provided as some of the examples.

Mayor Harris read a letter from the Mayor of Ritto, Japan, Birmingham's sister city into the record:

The sister-city relationship of Birmingham and Ritto has reached 41 years, and I would like to express our deepest gratitude for all the support from you and all the others who gave an effort to establish our relationship throughout the years.

It was our pleasure to have Mrs. Irene Soble, Mrs. Maureen Bell Field and Mr. David Field as our guests, and we hope they had a great time as much as we did during their stay. I believe that these experiences will not only put together our two cities closer, but also lead to a more peaceful and understanding world.

I will look forward to working with you closely, to continuously make our sister-city relationship stronger in the future. Finally, may I wish you every success in your endeavors for the prosperity of the people of Birmingham City, and for your own health and happiness.

Mayor Harris thanked the Mayor of Ritto for the kind letter.

Commissioner Hoff suggested that a copy of the letter be mailed to the three individuals named in the letter.

Commissioner DeWeese suggested that both the Japanese and English versions of the letter be sent to the named individuals.

XI. ADJOURN

Mayor Harris adjourned the meeting at 9:30 p.m.

J. Cherilynn Mynsberge, City Clerk

RESOLUTION 01-021-18
1669 W. MAPLE
FIRST PRESBYTERIAN CHURCH
SPECIAL LAND USE PERMIT AMENDMENT
2018

- WHEREAS, The First Presbyterian Church originally applied for and received a Special Land Use Permit on September 8, 1987 to allow for the resurfacing, lighting and landscaping of the parking lot at 1669 West Maple Road, such application having been filed pursuant to the former Section 126-477 of the City Code;
- WHEREAS, The land for which the Special Land Use Permit Amendment is sought is located on the south side of West Maple Road between Larchlea and Pleasant Streets;
- WHEREAS, THE LAND IS ZONED R-1A, Single Family Residential, which permits a church with a Special Land Use Permit;
- WHEREAS, Article 7, section 7.34 of Chapter 126, Zoning requires a Special Land Use Permit to be reviewed by the Birmingham City Commission at such time that any addition to or change in the building or improvements on the parcel of land is proposed or the use of the property is altered;
- WHEREAS, The applicant submitted an application for a Special Land Use Permit Amendment and Final Site Plan Review to construct an illuminated ground sign and non-illuminated directional sign;
- WHEREAS, All conditions of the previously approved 1989, 1990, 1991, 1992, 1994, 1995, 1996, 1997 and 2002 Special Land Use Permit Amendments be continued as part of this Special Land Use Permit Amendment;
- WHEREAS, The Planning Board on November 29, 2017 reviewed the application for a Special Land Use Permit Amendment and Final Site Plan and recommended approval of the application with the following condition:
1. The applicant must verify that the location of the directional sign along W. Maple Rd. is on private property or move the location to private property.
- WHEREAS, The applicant has agreed to comply with the condition of approval recommended by the Planning Board;
- WHEREAS, The Birmingham City Commission has reviewed the First Presbyterian Church's Special Land Use Permit Amendment application as well as the standards for such review, as set forth in Article 7, section 7.36 of Chapter 126, Zoning, of the City Code;

NOW, THEREFORE, BE IT RESOLVED, The Birmingham City Commission finds the standards imposed under the City Code have been met and the First Presbyterian Church's application for a Special Land Use Permit Amendment and Final Site Plan Review allowing the installation of new signage is hereby approved;

BE IT FURTHER RESOLVED, That the City Commission determines that to assure continued compliance with Code standards and to protect the public health, safety and welfare, this Special Land Use Permit Amendment is granted subject to the following conditions:

1. First Presbyterian Church shall abide by all provisions of the Birmingham City Code; and
2. The Special Land Use Permit may be canceled by the City Commission upon finding that the continued use is not in the public interest.

BE IT FURTHER RESOLVED, That failure to comply with any of the above conditions shall result in termination of the Special Land Use Permit.

MAY IT BE FURTHER RESOLVED that the First Presbyterian Church and its heirs, successors and assigns shall be bound by all ordinances of the City of Birmingham in effect at the time of the issuance of this permit, and as they may subsequently be amended. Failure of the First Presbyterian Church to comply with all the ordinances of the city may result in the Commission revoking this Special Land Use Permit.

I, J. Cherilynn Mysnberge, City Clerk of the City of Birmingham, Michigan do hereby certify that the foregoing is a true and correct copy of the resolution by the Birmingham City Commission at its regular meeting held on January 22, 2018.

J. Cherilynn Mysnberge, City Clerk

**BIRMINGHAM CITY COMMISSION
LONG RANGE PLANNING MINUTES
JANUARY 27, 2018
MUNICIPAL BUILDING, 151 MARTIN
8:30 A.M.**

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Andrew Harris called the meeting to order at 8:34 a.m.

II. ROLL CALL

ROLL CALL:	Present,	Mayor Harris Mayor Pro Tem Bordman Commissioner Boutros Commissioner DeWeese Commissioner Hoff Commissioner Nickita Commissioner Sherman
	Absent,	None

Administration: City Manager Valentine, City Attorney Currier, Police Commander Albrecht, Communications Director Byrnes, Fire Chief Connaughton, Assistant Library Director Craft, Assistant Fire Chief Donahue, Planning Director Ecker, DPS Manager Filipski, Finance Director Gerber, Police Commander Grewe, Assistant City Manager Gunter, Assistant to the City Manager Haines, Building Official Johnson, Library Director Koschik, City Clerk Mynsberge, City Engineer O'Meara, Museum Director Pielack, HR Manager Taylor, BSD Director Tighe, Assistant Finance Director Wickenheiser, DPS Director Wood

III. DISCUSSION ITEMS

I. FINANCE

FIVE-YEAR FINANCIAL FORECAST

Finance Director Gerber introduced Assistant Finance Director Wickenheiser.

Finance Director Gerber noted that this document is not a budget, but is based on certain assumptions regarding taxes, inflation, capital outlay and other factors, all of which may or may not occur. The point of the Forecast is to lay out what could happen, which will be clarified through the budget process.

Finance Director Gerber introduced Tim St. Andrew from Plante Moran and Doug Bohrer, audit partner for the City to present the Forecast.

Mr. St. Andrew presented a brief overview of the forecast and covered the highlights.

Mr. St. Andrew reviewed the State Equalized Value (SEV) versus the City's Taxable Value:

- Nearly 70% of general fund revenue is in the form of property taxes.
- There is no limit on SEV growth or decline.
- The limit on taxable value is the lesser of 5% or the rate of inflation, but there is no limit on the decline of taxable value.

- The Taxable Value will only decline on a property-by-property basis when the SEV equals the taxable value.
- In healthy housing market years, the SEV will outpace the City's Taxable Value because of the limitations, and then in years of housing market decline, the SEV declines while the City's tax revenue is still climbing. This is positive because it will protect the City in the case of a housing market decline.
- The City's Taxable Value growth in 2018 is forecasted to be 5.2%, going down to 3.4% in 2022, and these numbers exceed projected inflation.
- The SEV growth is forecasted to be 6% in 2018-2019, going down to 4% in 2022.

Mr. St. Andrew then explained the Headlee Millage Limit (HML) compared to the Operating Millage (OM).

- The OM has been relatively steady going back to 2001 and is forecasted to remain steady.
- The HML has not been steady. In 2001, the HML was over 14 mills and there was a sharp decline between 2001 – 2008 because there was growth and rollbacks. In 2008, when the recession hit and values were not increasing, there were no rollbacks. Now, increasing taxable values are creating rollbacks again, which City Management has projected to continue into the future.
- Birmingham has always been below the Headlee max. The HML could impact the City by limiting the City's capacity to raise millage out into the future. If the rates remain the same the Headlee max could meet the HML out past 2022, and the City might have to roll back the millage being levied.

Mr. St. Andrew then presented the forecasted fund balance numbers for the general fund, the major streets fund, and the local streets fund.

- The general fund balance is projected to increase steadily throughout the five year period, driven by the increase in property tax revenue.
- City Management is assuming inflationary increases with exceptions being transfers to the street funds and capital project funds.
- The major and local street fund balances are expected to fluctuate but on balance they remain relatively steady through the forecasted period. This fluctuation is to be expected because the fund balance is driven by projects, which will change the amount of available funds.
- The largest sources of revenue for the major and local street fund balances are transfers from the general fund and transfers from the State. Funding from the State is expected to increase by 2% until the end of the forecast, at which point the funding from the State is expected to remain flat.

Mr. St. Andrew then presented the General Fund Forecast Unassigned Fund Balance compared to targeted levels. The targeted levels set by the City Commission are a minimum of 17% of general fund operating expenditures, and a maximum of 40% general fund operating expenditures. Unassigned fund balance is fund balance that is not restricted by an outside source, or fund balances that are not already committed or designated for another purpose.

Mr. St. Andrew then finished by presenting the Water and Sewer Rate forecast. The most significant assumptions were the cost of water and the cost of sewage treatment and the scope and timing of future capital projects. Based on the assumptions made, the increase in cost for both the cost of water and the cost of sewage treatment are expected to be inflationary

throughout the forecasted period, with water estimated to be between 3% - 4.5% and sewage treatment estimated to be between 1% - 3.5% per year.

Mr. St. Andrew explained to:

- Commissioner Hoff that the General Fund Forecast Unassigned Fund Balance compared to targeted levels for 2017-2018 is lower because of the upcoming Old Woodward project.
- Mayor Harris that on the SEV versus the City's Taxable Value chart that when you factor in the assumptions on new developments, overall taxable value can climb by more than inflation.

City Manager Valentine drew attention to the slide on the General Fund Forecast Unassigned Fund Balance. He noted there is an increase in the later years, but he and City Attorney Currier looked at obligated liabilities which will have an impact on the Unassigned Fund Balance as the obligated liabilities increase. He clarified that in this presentation everything is taken in isolation, but there will be other factors to consider going forward.

Commissioner DeWeese pointed out there is a margin where the City can stay under the Headlee Cap where the tax rate could be lowered, and the City would still have the income it needs.

City Manager Valentine stated that:

- Birmingham is ahead of a lot of communities in terms of how the City has expanded its capacity by lowering the millage rate.
- The capacity is going to diminish over time.
- Reinvestment in the community will help protect the City against any potential negative effects from diminishing capacity over time.

Finance Director Gerber confirmed for Commissioner Nickita that these projections do take future capital expense projects into account. Mr. Gerber specified that the estimates are based on similar projects' costs and may need to be revisited in the future as costs change.

II. DEPARTMENT OF PUBLIC SERVICES

A. Parks & Recreation Master Plan Update and Five-Year Capital Improvement Plan

DPS Director Wood introduced Sarah Traxler from McKenna Associates, Inc.

Ms. Traxler explained that:

- Birmingham participates in Parks and Recreation planning to make the City eligible for grants from the Michigan Department of Natural Resources, to help the City prepare programs, and to design improvements for parks.
- Master Planning for parks communicates the community's values and creates a historical record for future City leaders to remember what was undertaken in prior planning years.
- Master Planning for parks does not obligate funds for projects, does not set programs in stone, and does not design parks, though it does provide the basis for designing parks in the future.
- Birmingham undertook a traditional planning process that aligns with the state's requirements for planning.

- Values communicated through public engagement were natural area stewardship, inclusiveness, emphasis on health and fitness, connectivity between the parks, and maintenance of a high level of customer service.
- People choose to live in areas with high investment in Parks and Recreation.
- Goals and objectives were updated:
 - Goal 1: Foster an inclusive and unique community.
 - Goal 2: Provide parks and recreation facilities that are beautiful, high quality, respect history, offer a variety of experiences, both passive and active, are well maintained, and are accessible to all residents of the community.
 - Goal 3: To create a community of healthy residents by providing opportunities which promote and encourage active lifestyles and mobility.
 - Goal 4: Provide recreation programming and facility opportunities that meet the needs and interests of the entire community.
 - Goal 5: To use existing community resources efficiently, demonstrate fiscal responsibility, and coordinate and partner with other entities to ensure the availability and opportunity for comprehensive and quality services and facilities.
 - Goal 6: To become a leader in sustainable, innovative maintenance practices to protect our natural community resources. Demonstrate environmental stewardship and reduce adverse health effects to all residents, while maintaining public use, access and enjoyment.
 - Goal 7: Operate the Department of Public Services in an effective and efficient manner so as to maintain a high level of customer service.
- Both system de-enhancements and specific park enhancements are recommended.
- On February 6th the Parks and Recreation Board will be reviewing and potentially recommending the draft plan, and on February 12th Ms. Traxler will re-appear for a public hearing before the City Commission.

Mayor Pro Tem Bordman shared concern that the draft plan only states a goal of analyzing playground equipment, and therefore lacks sufficient, specific attention to making playground equipment barrier-free and universally accessible. Ms. Traxler told Mayor Pro Tem Bordman that the feedback would be shared with the Parks and Recreation Board.

Ms. Traxler told Commissioner Hoff that the specific park enhancements include the planning period and estimated time of completion, and are not listed in priority order.

DPS Director Wood then provided highlights from the Five-Year Capital Improvement Plan:

- Universal Design is an important part of the Master Planning process and includes criteria for parks above and beyond ADA requirements.
- The Master Plan seeks to improve all the parks that have not received other recent improvements.
- Total estimated improvement costs are \$6 million.
- Opportunities for funding include grants, private/public partnerships, and crowdfunding opportunities.

DPS Director Wood explained to Commission Hoff that the \$6 million figure only includes projects which have an earmarked amount. Ms. Traxler's presentation included a number of additional projects with costs that are to be determined, and so Ms. Wood's presentation did not include those.

Proposed Bonding

City Manager Valentine stated that:

- DPS Director Wood's presentation was an overview, not all-inclusive.
- The City's previous \$25 million Parks and Recreation bond is no longer available. The bond was authorized in 2001, and the last issuance was in 2008. Too much time has elapsed to re-access the initial authorization.
- Funding the Parks and Recreation Plan out of General City Funds is not currently in the plan and would have a significant impact on City operations going forward.
- The City currently has a limit of \$289 million in debt capacity, and current debt outstanding is about \$18 million, which is about 6% of the City's debt limit. These numbers demonstrate bonding capacity should the City choose to pursue that as an option.
- The City is AAA bond rated, which means going to the market now is to the City's advantage.
- The City currently has a large debt capacity which is likely to continue.
- Municipal bonds are attractive in the investment market.
- The City's current debt is diminishing.
- The City will be losing the \$25 million bonding debt in the coming years, which means Birmingham could reassume the same amount of debt in order to reinvest in the community.
- Bonding allows improvements to occur in the near term.
- If the City chooses to do \$6 million in projects, City Manager Valentine recommends \$5 million in bonding because opportunity exists for state grants and other potential sources of funding.
- Assuming the City does bonding for 15 years at \$15 million, the millage rate would be about .17 mills which would be added onto the debt levy going forward.
- If the \$15 million is serviced at 20 years instead of 15, the millage rate would be .13 mills going forward.
- In 2021, the City debt levy declines significantly because the sewer bonds are being paid off in that fiscal year. The debt service in that year will drop from a prior rate of 1.049 mills to .5621 mills. Looking at a potential new debt levy of .17 mills, the rate is still lower than the City's current debt levy.
- In 2023-2024, the last payment on the first parks and recreation bond will be paid off, therefore the debt levy will be .4 mills less in 2024-2025.
- The current annual impact to the taxpayer would be about \$42.50 per year on average, assuming the .17 mill levy.
- The Commission can look at the Five-Year Plan, decide on the projects to complete, and schedule the ballot questions for the millage accordingly.
- Bond debt is funded from general tax dollars for the parks bond.
- A parking structure bond's debt service would be paid from the parking system. A user fee would pay that debt, not Birmingham's general tax dollars.

City Manager Valentine then laid out deadline dates for putting the millage question on the ballot:

- May 1st, 2018 would put the question on the August primary; and,
- July 31st, 2018 would put the question on the November general election.

Commissioner Nickita stated that Birmingham should work with experts in crowdfunding and grant writing in order to enhance the City's ability to find alternative sources of funding.

B. Parks & Recreation Improvement Funding

DPS Director Wood stated that the company which manages the Ice Arena has provided the City with an estimated cost for replacing the refrigeration system. The City will undergo an overall building assessment with a different vendor.

DPS Director Wood explained to Mayor Pro Tem Bordman that “playground enhancements” entail replacing the playgrounds with universal design equipment.

Mayor Pro Tem Bordman asked DPS Director Wood:

- To confirm that, in addition to Poppleton Park, Crestview, Linden, and Pembroke Parks all have plans for accessible playground equipment enhancements.
- Why Poppleton relies on different funding sources than the rest of the parks named.

DPS Director Wood stated that all the parks could conceivably use the same fund sources. The only difference is that grants and public/private partnerships were being emphasized for Poppleton.

Mayor Pro Tem Bordman stated that all the funding sources for accessible equipment should be the same, and that the playground enhancements in each park should be explicitly described as accessible.

C. Capeseal

DPS Manager Filipski reported that in October 2017, a 2.5 mile capeseal project was concluded. The average assessment for the homeowner for this improvement was \$932, and included the following streets: Larchlea, Westchester, Berwyn, Radnor, Avon, Bryn Mawr, Fairfax, Puritan, and Willow Lane. The City has received positive feedback on this project.

The City is now looking at a capeseal project in July 2018 that amounts to almost 6 miles, which is double the size of the October 2017 project. It ranges from Chesterfield east to Lakepark, and from Maple north to Quarton, with chip seal only.

The projected timeline for the project is as follows:

- Information Packets went out to residents August 2017
- Hearing Notices are planned for February 2018
- Informational Forum in February 2018
- Public Hearing of Necessity is planned for April 2018

When the July 2018 project is concluded, Birmingham will have treated about a third of the City's capeseal streets.

DPS Manager Filipski said residents can:

- Expect three to four days of work over the course of one to two weeks, and may include weather-related adjustments.
- Find out about the capeseal schedule at a dedicated webpage (bham.gov/capeseal) on the Birmingham website.

DPS Manager Filipski stated that the Commission helped the City invest in a patch oven which allows the City to perform street preparation itself instead of including it as part of the bid, which has led to significant savings for Birmingham.

City Manager Valentine told Commissioner Hoff that:

- This capeseal project is being undertaken at the request of the residents of these neighborhoods. The point of the Ad Hoc Unimproved Street Study Committee is to study additional and wider changes to the pattern of street maintenance within Birmingham.
- The residents of these neighborhoods have also been advised that they have the option to improve their streets, instead of capesealing them.

Commissioner Hoff stated that she would like street improvements reiterated as an option for these neighborhoods during upcoming informational meetings.

DPS Manager Filipski told Commissioner Hoff that information on improving the streets is being provided to the residents much more proactively than in previous projects to make sure the residents are very clear on their options.

D. Water Portal

DPS Manager Filipski:

- Introduced the AquaHawk internet portal which allows residents to monitor their City water consumption as of February 1, 2018.
- Stated that DPS, the Treasury Department and Utility Billing played essential roles in setting up the AquaHawk portal.
- Presented the options available on the portal, which include water usage, estimated bill, how many days are left in the billing cycle, the option to set alerts for certain thresholds including usage and dollar amount.
- Explained that the AquaHawk is free to set up, and Birmingham is the only municipality in the area using something like this.
- Stated that the system is to monitor water usage, but not to pay bills since that feature came at a significant additional cost.

DPS Manager Filipski told Mayor Harris that:

- This account includes both water and sewage use; and,
- The City will be publicizing this through inserts in the next water bill and through social media.

Commissioner DeWeese said that the inserts should be sent out in more than one quarterly bill because citizens may overlook the information the first few times.

E. Maple/Eton Bridge Enhancements

DPS Director Wood gave an overview of the Maple/Eton Bridge Enhancements. The Commission hired Walker Consultants to look at the structural orientation, concrete, painting and lighting aspects of the bridge. DPS Director Wood continued:

- CN Railroad owns the Maple Bridge.
- The project is for aesthetic improvements.
- Presenting pictures from other aesthetically improved bridges as an example of the types of enhancements that are possible.
- The probable costs based on scope of work are either \$253,000 for option one which includes sidewalk updates only, or \$393,000 for option two which includes updates to both the sidewalk and roadway. Both options include updates to the façade on the east

and west ends of the bridge. Final design and bidding would need to be carried out before actual costs are determined.

- The bridge is from the 1930s and is in relatively good condition. There is some concrete deterioration, rusting, water leeching on the bridge, and lead paint on the ceiling. There is soil and sediment build-up on the sidewalk which contributes to cracking, maintenance issues and the collection of water and debris.
- Some trucks get stuck under the bridge which leads to deterioration as well.
- Walker Consultants does not recommend the ceiling be upgraded due to costs.
- Walker Consultants does recommend updating lighting, and it is included in both options. If lighting is added, however, it will draw attention to the issues with the sidewalks, so the sidewalks have been included in both options as well.
- City Engineer O'Meara is in contact with CN Railroad. CN Railroad has historically approved painting projects, may carry out some of the structural repairs needed, but will not be responsible for the aesthetic maintenance of the bridge.
- Once terms are finalized with CN Railroad, DPS Director Wood will present the proposal to the Commission. CN Railroad is unlikely to approve writing, but a mural may be approved.
- The City will be in touch with other stakeholders in the area to explore opportunities for sponsorship or cost-sharing on the project.

DPS Director Wood explained to Commissioner Boutros that:

- The City does not have a contract with CN Railroad. In order to update the bridge, the City would have to do a Right of Entry application.
- CN Railroad is exploring what improvements they will be responsible for internally. CN Railroad may repair some of the spalled concrete before the City paints.

DPS Director Wood told Commissioner Nickita that there is no estimated schedule on the project, but it is a City priority.

City Manager Valentine stated that the foundations of the project need to be clarified before the project moves forward.

Commissioner DeWeese stated that since CN Railroad operates independent of local government, they cannot be obligated to do any updates they do not deem necessary. The goal, as a result, is for Birmingham to pursue the right to make updates the City deems necessary.

Mayor Harris opened the issue for public comment.

Dorothy Conrad stated that the homeowner's association of which she is a member would like to see Pembroke Park wired in order to provide lighting for events.

City Manager Valentine told Ms. Conrad that the most opportune time to voice these comments would be the February 6, 2018 meeting of the Parks and Recreation Board.

Ms. Conrad urged the Commission to move forward with the proposed aesthetic updates to the Maple/Eton Bridge.

Anne Bray stated that the Commission is missing an opportunity to deal with carbon sequestration in the 5-year plan. Ms. Brae continued:

- Carbon sequestration occurs by fixing the ground.
- Eight species of different plants begin the process of carbon sequestration.
- The City needs to move away from Kentucky bluegrass, and cease poisoning the smaller plants that are growing in order to contribute to what is now becoming a global effort.
- The City needs to stop poisoning its water.

DPS Manager Filipski told Ms. Brae that the water alert amount on AquaHawk is set by individual households. Ms. Brae stated that perhaps the City should set a threshold for usage, after which a two-tier pricing system should be applied.

John Rusche stated:

- He found City Manager Valentine's bond presentation interesting.
- It would be helpful for homeowners affected by the City's upcoming capesal project to have a sense of the costs versus how long various types of repairs would last.

City Manager Valentine confirmed for Mr. Rusche that homeowners affected by the capesal project will be provided with information regarding the different options' costs and longevity.

III. Planning

A. City-wide Master Plan Update

From Planning Director Ecker's December 20, 2017 memo to City Manager Valentine:

The Future Land Use Plan ("the Plan") was the last comprehensive master plan to be adopted by the City (1980). Much of the information provided in the plan was intended to be projections up to the year 2000, and is in need of updating.

Over the last several years the City Commission and Planning Board have been actively discussing the potential scope of an RFP for a new comprehensive master plan.

The following list outlines the information in the plan that is out of date or policies that are currently included in the draft RFP for review and updating:

- Community vision and planning objectives;
- Update of Population section to include current demographic data, future projections and analysis;
- Update of Regional and Surrounding Development section to include current and projected demographic data (residential, retail, office, mix of land uses) and analysis of the region, regional and downtown development trends and regional collaboration efforts;
- Update of Residential Housing section to include neighborhood vision in residential areas, analysis of changes in residential patterns and residential areas from 1980 to now, typology and character of neighborhoods, development trends, future projections and future direction;
- The physical characteristics of neighborhoods should be identified and documented including historic attributes, landscape conditions, housing type and the period of construction for each area;
- Review and update of Transportation section to include current vehicular, pedestrian and bicycle data, recent and currently budgeted infrastructure improvements, current multi-modal trends, regional transportation projects,

- and future recommendations based on regional and national best practices;
- Update and review of existing land use, updated recommendations for future land uses and an updated future land use map including the area of Woodward between 14 Mile Rd. and Lincoln, known as the S. Woodward gateway;
- Parking analysis and recommendations for both public and private parking regulations throughout the entire City including consideration of parking requirements, public parking needs, residential parking permitting requirements, accessible parking needs, potential for shared parking and emerging and innovative technologies;
- Review and update of the Policies section to encourage the implementation of the City's vision, current goals, best practices, current technological advances, and innovative policies.

The RFP also provides direction for a Comprehensive Community Engagement Plan that details how public input will be acquired throughout the master planning process and an Infrastructure Analysis that reviews existing infrastructure, evaluates future needs and provides recommendations.

The Multi-modal plan adopted in 2013 is now the guiding document for the City in regards to transportation infrastructure, major right of way improvements, and user accessibility issues.

Planning Director Ecker pointed out that many changes in planning have occurred since the adoption of the City's 2013 Multi-Modal Transportation Board (MMTB) document.

City Manager Valentine told Commissioner Hoff that money was budgeted in the previous fiscal year for this process, and additional money was budgeted as part of the current fiscal year as the scope of the project expanded.

B. Agenda Report Formatting Procedure

Planning Director Ecker reported:

- The Planning staff has been asked to provide a review of the current policies regarding the format of staff reports and memos in order to determine if the current format can be improved to provide the City Commission and the public with a more concise presentation of the relevant information. Currently the support data is organized in chronological order from oldest to newest.
- Comments have been received suggesting that this method has the potential to be confusing or difficult to follow as it may result in the attachments being organized in a manner that does not clearly present the information currently under discussion.
- The Planning staff suggests that the agenda report formatting procedure be revised to provide the City Commission memorandum first, then the current Special Land-Use Permit if any, then the current report, and then the supplementary information and background data.

Planning Director Ecker clarified for Commissioner Hoff the proposal is not reverse chronological order, but relevance order.

Commissioner Sherman stated the City used to format agenda reports in relevance order and stated a preference for that practice.

Mayor Pro Tem Bordman suggested that the most current information should be labelled "Currently Under Consideration" in red, in order to avoid having to devise a new system of formatting.

Planning Director Ecker stated that:

- Mayor Pro Tem Bordman's suggestion is current practice, but it leads to relevant information being scattered widely throughout the agenda packet.
- The Planning Board's reports are included in relevance order, which means that the information has to be re-arranged into chronological order for the Commission reports.

Mayor Pro Tem Bordman suggested that the most current information be printed on pink or red paper.

Commissioner Sherman reiterated that the request returns the agenda formatting to previous practice.

Mayor Harris stated that including a topical roadmap for each issue in the agenda packet might be most beneficial.

Commissioner Nickita stated that a page stating "Background Information", used to separate current and background information for each item, might be the most beneficial.

Planning Director Ecker stated that Planning Staff is happy to enact whatever the Commission prefers.

Commissioner Boutros expressed support for Commissioner Nickita's proposal.

Commissioner DeWeese:

- Suggested that the most relevant information be provided first, with the background information following in chronological order.
- Said he has appreciated being able to follow the whole history in order, but understands that may not be a universal preference.
- Said that either a page separating "Background Information" could work, or putting "Background Information" at the top of every background page could work.

C. Ordinance Reviews

1. Retail Regulations

Planning Director Ecker's report was broken into five different topics: Retail Regulations, Alley Regulations, Bistro Regulations, Review Process for the Renovation and / or New Construction of Buildings, and Site Plan Review Standards for Adjacent Properties.

Planning Director presented an overview of the topics:

- Retail Regulations
 - Retail use is required in the first 20' of depth for all buildings in the Redline Retail District. The Commission adopted a definition of 'personal services' in November

2017 in order to clarify what uses are allowed in the first 20' of the first floor of a business.

- Current Areas of Study include:
 - Potentially reducing retail district boundaries to no more than 2 - 4 blocks in size, limiting the retail uses to 'true retail' on the first floor within in this core area, and then creating a secondary district within the downtown that could allow some quasi-retail and personal service uses.
 - Whether 20' of retail depth on the first floor is sufficient. Other communities studied have a range of 35' – 80' of retail depth on the first floor.
 - Whether office-type equipment should be allowed in the first 20' of retail depth.
 - Whether there should be a maximum dimension for permitted lobbies for hotels, offices and residential units within the Redline Retail District. The Zoning Ordinance currently allows 50% of the first floor retail space to be used for lobbies, but in large buildings this allows lobbies to occupy a large expanse of the storefront space, thus creating a less active and less visually attractive section of storefront that breaks up the retail area.
 - An evaluation of current properties with buildings located in the Redline Retail District that have not been constructed to support first floor retail uses, and whether those buildings should be grandfathered in.
- City Staff is currently going through the Redline Retail District block-by-block in order to provide the Planning Board with sufficient information to carry out these studies.

Commissioner DeWeese said:

- Current properties located in the Redline Retail District that do not support first floor retail uses should be grandfathered in until major renovations or building demolition occur. Concomitantly, any buildings that can accommodate first floor retail should be strictly required to do so.
- The retail depth requirements should be increased beyond 20'.

Commissioner Hoff said window coverings should be addressed in order to promote first floor retail displays that provide interest to the street.

Planning Director Ecker told Commissioner Hoff that windows can no longer be blocked by shelving unless the retail space was grandfathered in, but window treatments are currently still allowed due to glare from the sun. Planning Director Ecker stated that this would be re-addressed by the Planning Board as part of the study of the retail depth requirements.

Commissioner Nickita said he is more concerned about the products that occupy the first 20' of retail, as opposed to the depth of the retail space. He would like to see the issue studied.

2. Alley Regulations

Planning Director Ecker reported that:

- An Alleys and Passageways Plan was done in 2012 to try and activate the City's alleyways. The Plan delineates three types of alleyways, or 'vias':
 - Active vias, for cars and people;
 - Connecting vias, which are for bicycles and pedestrians only; and,

- Destination vias, with the goal of creating a public gathering space or plaza.
- There have been concerns about the conditions of the alleys including garbage, clutter, parked cars, graffiti and other issues.
- The City is exploring ways to address waste receptacle regulation, parking control regulations, paving and water retention, signage and wayfinding, and general code enforcement.
 - Other communities' approaches to waste receptacles are being studied. Some communities require each dumpster to be labelled with the owner's name and the trash hauler's name. In addition, some communities require that the dumpsters be maintained in good condition.
 - Signage regulating parking needs to be provided in order to allow the police department to enforce parking regulations in the public portions of the alleys.
 - The issues of paving and water retention could be improved by material upgrades and more attention to greening the space.
 - Signage can help direct pedestrians to retail frontage that opens up into the alleyways.

Planning Director Ecker told Commissioner Boutros that Birmingham has not been responsible for collecting the waste produced by the City's commercial retailers.

Commissioner Boutros suggested that Birmingham should attempt having one waste collector for the City. He continued that he believes the alleyways are high priority and he would like to see the issue advanced.

Planning Director Ecker explained that the current regulations on alleyways can only be enforced if a retailer comes before the Commission for a Site Plan or Design Review, which means the City is currently unable to address day-to-day issues.

City Manager Valentine acknowledged that the alleyway issues span many different City departments and are being approached through interdepartmental coordination in order to craft a comprehensive approach.

City Manager Valentine confirmed for Mayor Harris that proposals addressing these issues will be brought before the Commission.

Planning Director Ecker said that these issues are largely outside the jurisdiction of the Planning Board because they deal with areas of the City Code beyond the Zoning Ordinances.

Commissioner Nickita stated that the most successful alleys are the alleys where retail open up into the alley. He would like to discuss possible regulations which encourage both current and new developments to invest in alley activation.

3. Bistro Regulations

Planning Director Ecker outlined Bistro issues which include:

- Use of Eisenglass – Doing so extends the time period outdoor dining areas are in operation which increases the number of seats for the restaurant as a whole for a majority of the year;

- District Requirements – The Downtown District, Triangle District, and Rail District have different opportunities which could merit different requirements for bistros locating within them;
- On-street Dining/Rooftop Dining – the use of on-street parking spaces and rooftops in addition to the sidewalk area allows the addition of larger outdoor dining areas;
- Parking Needs – the expansion of outdoor dining increases the number of people dining at the restaurant, which increases parking demand;
- Building Code Requirements – the enclosure of outdoor dining areas triggers Building Code regulations such as Energy Code compliance, fire suppression requirements, fire separation distances and exterior wall fire resistive ratings.
- Incentivizing Seating Capacity Tiers – Allowing an increased amount of indoor seating and/or outdoor dining seating for bistros based upon conditional standards such as shared parking, landscaping, greenspace, etc.

4. Partial reconstruction vs. full redevelopment regulations

Planning Director Ecker reported City Ordinances currently do not clearly delineate when a construction project is considered renovation, and when it is considered a new building. The Planning Board is working on clarifying that distinction, and when a project goes before the Design Review Board, the Planning Board, or the Historic District Commission as a result.

Planning Director Ecker clarified for:

- Commissioner Hoff that these ordinances relate to commercial and multi-family buildings, not single-family buildings.
- Commissioner Nickita that the current policy says that if there is no change in square footage in the project, there is no need for a Site Plan Review. The Planning Board is looking at other situations in which Side Plan Reviews should be required. Determining the percentage of changes to the exterior elevations of the building is being considered as one of the metrics for requiring Side Plan Reviews.

Commissioner Nickita replied that Site Plan Review requirements should be based on information available at the outset of a project, and not changes made as a project progresses. Planning Director Ecker confirmed this is the goal of the Planning Board as well.

5. Site Plan submittal requirements

Planning Director Ecker explained that Site Plan and Design Reviews may benefit from providing details on all the surrounding properties. The Planning Board has set a public hearing on February 28, 2018 for an ordinance amendment to update these requirements.

Commissioner Nickita cautioned that a satellite photo would provide insufficient information. He continued that a drawn Site Plan, with all adjacencies, would be sufficient.

Commissioner DeWeese stated that having the adjacencies included in Site Plans is very helpful.

D. Multi-Modal Initiatives

1. Woodward Avenue Crossings

Planning Director Ecker provided an overview of Birmingham's investment in Woodward Avenue crossings:

- Woodward as a Complete Street Plan in 2016, which was for the entire 27 miles of the Woodward corridor. Proposals included shrinking the road a little bit, adding bump-outs, adding crosswalks, and making better median facilities.
- A multi-modal plan in 2013 which included proposed crosswalk enhancements along Woodward, with a focus on Woodward and Oak.
- The Triangle District Plan in 2007, which called for crossing enhancements in order to encourage foot traffic between the Triangle District and downtown.
- Woodward and Oak, which the City focused on in 2017. There is currently a plan and some funding from MDOT for the crosswalk. There will be new pedestrian countdown signals, crosswalk legs on both sides, an expanded median, new-ADA compliant ramps, ADA-detectable warning strips, enhancements at the corners, and new sidewalk on the east side of Woodward.
- New Birmingham crosswalk standards call for a 12'-14' crosswalk on Woodward, continental striping with alternating 24" painted bars and 24" inch wide spaces. MDOT does not adhere to these same standards. For the Woodward and Oak crossing, MDOT is willing to do a 10' crosswalk with the 24" alternating striping. Birmingham is required to maintain the specialized crosswalk moving forward.
- At Woodward and Oakland, there were some changes to a STOP sign on Lawndale which lead to the MMTB reviewing the whole area. The plan includes taking the crosswalk from the north side of the intersection and moving it down to the south side of the Woodward and Oakland intersection, an expansion of the median, a narrowing of the road with some added greenspace to shorten crossing across Oakland, reducing the number of right-turn lanes, moving the Stop sign, adding trees, and adding a multi-use path, all of which will be done in Spring 2018 as part of MDOT's resurfacing project. MDOT will be doing the same compromised crosswalk standards with the 10' width and the 24" inch alternating striping.
- Two mast arm signals will be installed at Maple and Woodward and 14 Mile and Woodward.
- Additional intersections will be updated in the future.

Planning Director Ecker outlined funding sources, which include MDOT, the City of Birmingham, the Southeast Michigan Council of Governments, the State Transportation Improvement Program, and the Transportation Alternatives Program Grant for pedestrian and bicycle upgrades.

Mayor Pro Tem Bordman:

- Endorsed all of the proposed changes, with emphasis on the crosswalks at Woodward and Oak and at Woodward and Oakland.
- Stated that lengthening the crosswalk times would be beneficial so pedestrians do not have to wait at the median.

Planning Director Ecker told Commissioner Hoff that business access from Oak Avenue will remain as-is, despite the caption beneath the relevant diagram. The caption was outdated but could not be edited out of the document.

Commissioner DeWeese stated he hopes Birmingham will collaborate with Bloomfield Township in the future to create a crosswalk at Quarton and Old Woodward.

City Manager Valentine confirmed for Commissioner DeWeese that discussions about a Quarton and Old Woodward crosswalk are ongoing and promising.

Planning Director Ecker echoed City Manager Valentine and added that Royal Oak is also involved in the consideration at the south end of the Quarton and Woodward intersection.

2. Crosswalk Standards

Planning Director Ecker reviewed Birmingham's adoption of crosswalk standards:

- All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3, with the exception that all painted bars shall be 24 inches wide spaced as close to 24 inches apart as possible.
- The crosswalk standards include variable crosswalk widths depending on whether the street receiving new crosswalks is considered a major street, which will receive crosswalks that are 12'-14' wide, a local street, which will receive crosswalks that are 8' wide, or any residential street, which will receive 6' wide crossings.
- The Commission decided to move forward with updating some of existing crosswalks as part of a pilot program, and budgeted \$25,000 to do so. Four intersections were chosen: Peabody & Brown Streets (CBD), Peirce & Townsend Streets (CBD), Townsend and Southfield (CBD), and Townsend and Chester (CBD), with a budget of \$6,250 per intersection.

Retrofitting the existing crosswalks will increase the costs over the budgeted amount, because in addition to the painting, the curb drop zone will need to be widened to create wider pedestrian ramps, and the detectible warning plates will need to be relocated to the center of the ramps.

Based on the changes that have to be made, the Peabody and Brown intersection alone would require the whole \$25,000 budget.

Planning Director Ecker confirmed for Mayor Harris that City staff would be coming before the Commission at a later date to determine how the crosswalk retrofitting should move forward based on the provided information.

3. Bike Share program

Planning Director Ecker explained that the MMTB will be studying a bicycle sharing program for Birmingham over the long term. Planning Director Ecker reviewed options including:

- Length of rental: giving a deposit for a bicycle and returning it to a station, renting a bicycle based on a GPS location of available bicycles, a longer-term, library-like system of bicycle borrowing, or a membership system.
- Different types of bicycles available, including adaptive bicycles for mobility impaired individuals.
- Hiring companies to run the system for the City, doing a public-private partnership, or running the system as a public effort by the City.

Planning Director Ecker stated that Ann Arbor, Detroit, Port Huron and Southfield are also working on developing bicycle sharing programs at this time. If the City would like to move forward with this program in any iteration, the next step would be to perform a feasibility study which can cost up to \$100,000. Zagster, the company that runs Southfield's bicycle sharing program, offers a free feasibility study.

Commissioner Nickita stated it might be beneficial to collaborate with other municipalities along the Woodward corridor in a larger bicycle sharing program, since other communities have expressed interest as well.

Planning Director Ecker confirmed that her submitted report on Bicycle Sharing programs includes possibilities for collaboration with other communities.

Mayor Pro Tem Bordman stated:

- She would like to see helmets available for renting as well.
- Child-size bicycles should be available.
- Birmingham needs to make sure that the rental pricing is not prohibitively expensive.

Commissioner DeWeese suggested, since the City already utilizes church parking lots for office commuters to park and carpool into the City, office workers could benefit from bicycle renting stations near those church parking lots as well. Commissioner DeWeese suggested the City could subsidize this use because it is less expensive for the City and eases congestion in the parking garages.

4. N. Old Woodward Streetscape Reconstruction

Planning Director Ecker reported:

- In 2018, Phase 1 updates will include Old Woodward from Oakland to Brown Streets and Maple from Pierce to just east of Old Woodward.
- Phase 2 will be in approximately two years, and will include Maple from Old Woodward to Woodward, and West Maple from Woodward to Chester.
- The project will be updating or installing water and sewer lines, electrical and communications systems, phone charging stations, electrical outlets, pedestrian scale and intersection lighting, medians along some sections of the road, angled parking, efforts to calm traffic, and ADA-compliant sidewalks.
- Double curbs will be removed from along Maple, and bump-outs will be added at intersections.
- Mid-block crosswalks are being explored.
- Landscaping will be prioritized through soil changes, larger and more planting beds, larger new trees, and an irrigation system.
- These changes will help encourage pedestrian activity on Birmingham streets.
- Phase 1 completion is expected in July.

Lucius Vassar, attorney and director of governmental relations at Clarke-Hill, came to share interest in Birmingham's bicycle sharing program on behalf of LimeBike, a dockless bicycle sharing company. Mr. Vassar noted that:

- He served as a city official in a different city in the past, and was inspired by the level of thought that goes into Birmingham's planning.
- He has been Lyft's legal representative since the ride-sharing company's entrance into Michigan, so he understands the experience of trying to make a company's framework work across municipalities.
- He looks forward to continuing to share information with Birmingham regarding ways that LimeBike can help Birmingham achieve its goals.

Planning Board Chairman Scott Klein commended Planning Director Ecker and city staff on their superlative presentations and expressed appreciation. Mr. Klein continued on behalf of the Planning Board:

- The results of the Birmingham Shopping District's (BSD) current study will provide the Planning Board with the information they need in order to recommend potential changes in the Redline Retail District to the Commission.
- There should be a review of what is permitted within the assessment district in terms of parking, office, and residential uses. Mr. Klein stated the information should be shared with the City's engineers as well.

Chairman Klein then continued on his own behalf that:

- He is excited about the crosswalk updates planned for Woodward at Oak and Oakland.
- Constructing the shared path to be 12' or 14' would better accommodate strollers or wheelchairs.
- He is not aware of the legal necessity within the ADA for having ramps match the size of the walks. If that is an MDOT standard, the City may not be legally required to adhere to it, which could save the City money.

Robert Boyle stated that the upgrades to Woodward in downtown Detroit included a conduit for fiber, and encouraged the City to install fiber along the Birmingham Woodward corridor as well.

City Manager Valentine said fiber installation along Birmingham's Woodward is being considered.

Mr. Boyle thanked the City for keeping the intersection at Woodward and Oak on the agenda, and suggested there be a ceremony with fanfare upon completion of the intersection.

Elaine McLain spoke as a 59-year resident of Birmingham. She shared that she had once been hit by a vehicle while in a crosswalk in front of the Birmingham Police Department, and said she is in full support of the measures the City is taking to increase pedestrian safety in crosswalks.

Commissioner Nickita thanked Ms. McClain for her comments and said it drove home the fact that all the proposed changes are about safety first.

IV. Birmingham Shopping District

A. Plan for Old Woodward Reconstruction

BSD Director Ingrid Tighe presented the BSD's Themed Advertising Campaign called Pave the Way Birmingham in order to remind citizens that, while the upgrades will be dusty, the City infrastructure will be much-improved once the process is complete.

- BSD Director Tighe continued that the highest priority is to communicate effectively and often with residents, merchants, and businesses downtown in order to keep them updated on progress.
 - Communication will occur through Twitter, Facebook, and Instagram, and all information will be confirmed with the City in order to provide the most up-to-date data.
 - Businesses in the BSD will also receive email notifications about progress. Both residents and businesses can sign up for the BSD's e-notifications.
 - Updates will also be available on the City's website at www.bhamgov.org/downtowninfrastructure.

- Merchant meetings are another avenue for sharing information about the project. The next meeting will on February 8, 2018 at 8 a.m. and will be hosted by Nina Macklemore on Old Woodward by the Birmingham 8 Theatre.
 - Information will also be provided via television, radio, newspaper, and magazines.
- The BSD is considering a program called “Birmingham Bucks”, which would reward purchases made in Birmingham by providing further coupons which can be used in Birmingham stores. The program would be funded by the BSD. According to Gazell Sports, a retailer with locations in both Birmingham and Kalamazoo, MI, a similar program promoted business during a similar construction project in Kalamazoo.
- Signage will be posted throughout the City that will say things such as “Pardon Our Dust” and “Open for Business” with the social media links provided.
- DPS will provide orange signs for each merchant affected by the construction.
- Lights will also be installed between each merchant.
- Free valet service will be offered throughout the City. Tentative locations include N. Old Woodward where the construction begins, S. Old Woodward near the Peabody mansion, W. Old Maple near Roots, and then on the east side around Hamilton.
- Several events will occur throughout the construction period. There will be:
 - A kick-off party for the beginning of the construction;
 - A potential public art display, done by both professional artists and residents, with a public jury; and,
 - Events for families, including a potential scavenger hunt for a Birmingham-themed mascot with prizes.
- Selfie spots where families can take pictures and a thermometer showing the construction progress will also be installed.
- If construction ends in July as planned, the Day on the Town could also be an end-of-construction celebration.

B. New Retail Consultant

BSD Director Tighe reported the BSD board voted in September 2017 to broaden its business development with the following strategy:

- Support and retain existing businesses by connecting current merchants, restaurants, and businesses to resources.
- Attract new retailers using a three-prong approach attracting 1) local, Michigan-based stores 2) regional retailers and 3) national retailers.
- Retain a third party consultant to conduct a metro analysis, community core analysis, and development of marketing and branding program. Additionally, conduct market research analysis to determine strong national and local retailers that would fit well in the BSD to build a robust tenant recruitment plan.
- Implement a City, Property Owner, and Broker program to connect brokers representing specific properties to potential businesses interested in locating to Birmingham.

To accomplish the above goals, the BSD retained Buxton Company to create a comprehensive marketing strategy that enables the BSD to understand the consumer profile of our retail trade area and to identify specific retailers who will fit well in the BSD. The formal kick-off of the partnership was on November 29, 2018. The plan continues with:

- An update to the BSD marketing material and PR campaign;

- The BSD's attendance at the International Conference of Shopping Centers (ICSC) in Las Vegas, where Birmingham will be meeting with national retailers the City would like to attract; and,
- Attendance at regional ICSCs.

V. Engineering

A. Backyard Sewer and Water Master Plan

City Engineer O'Meara reported there have been a few areas in the City with a lot of backyard water and sewer issues. The City has made the following changes to remedy the issue:

- All the backyard water main areas have been reconstructed.
- In Crestview, the water main has been completely shut down.
- Disconnections are now in progress in the two east side subdivisions as well as Old Salem Court. Final shutdown of these backyard systems is planned for 2022 - 2024.
- At the beginning of 2017, several of the Quarton Lake Estates Subdivision blocks had almost 100% of the needed easement acquisitions completed. The lining will be updated in February 2018.

Future remedies include:

- A new campaign to work with homeowners in both Quarton Lake and the small area on E. Maple Rd. advertising the progress that has been made, and asking that they work with the City to sign the necessary easements.
 - Both Quarton Lake and the E. Maple Road areas are at about 75% compliance.
- A focus on the northwest corner of the City in 2019-2022. The water and sewer system are older and all currently in the street, but there is an opportunity to separate the sewer system and get storm water out of the pipe. Modifications would be made to existent sewers to make them storm sewers.
- Sewers on Redding would be updated to be storm sewers as well.

City Engineer O'Meara explained to Commissioner Hoff that:

- Achieving 100% participation in the north part of the N. Quarton Lake area was easier than gaining it on the south side because many easements were already granted on the north side, and there were a higher number of properties in total to be contacted on the south side.
- The streets in the Quarton Lake area are not scheduled for the 2018 capeseal program.

City Engineer O'Meara told Mayor Harris that connecting the buildings to the public water main is a process distinct from the easement process.

B. Parking Initiatives

1. Surface and Structure Parking

City Engineer O'Meara reported:

- In June 2016 the City worked with SP+ to provide valet services at the N. Old Woodward Ave. Parking Structure on Tuesdays, Wednesdays and Thursdays. This allowed the City to park 50 more cars in the structure.
- Valet was also provided in the Park Street structure in June 2017 in order to compensate for the spaces lost as part of the painting project in the structure.
- The City will utilize valet services during the 2018 N. Old Woodward project in order to alleviate the strain caused by the temporary loss of 130 spaces due to construction along N. Old Woodward.

- SP+ is currently surveying traffic patterns in all five parking structures around 10 AM to help determine the extent of all-day parking that is occurring without monthly permits. Once more data is available, staff will review options with the Advisory Parking Committee to help motivate employees to park on the upper levels.
- Parking Lot #6 underwent a sewer project in 2017, but has been an issue in terms of both its lack of sufficient parking space on Thursday and Friday afternoons and its concrete, which is in disrepair. The retail community would like to see these issues addressed. The City is exploring three potential solutions:
 - Performing concrete resurfacing on the lot and updating the landscaping to create screening from the adjacent neighborhood;
 - Expanding the lot into the east open-nature area by the river by 4', thus adding 14 spaces, performing resurfacing and updating landscaping for screening; or
 - Expanding the lot into the east open-nature area by the river by 20', thus adding 35 spaces, constructing the curb and gutter in this area so that almost all drainage from the parking lot is directed into a bio-swale constructed east of the lot, which would then flow into a sedimentation area that would provide further water filtering before it then enters the adjacent river.
- Currently, a temporary gravel parking lot is operating at 35001 Woodward Ave. (at the northwest corner of Maple Rd.). The owner has leased the lot to the City since the summer of 2016, at no cost to the system other than to take over maintenance costs for the property. The lot, which contains 38 parking spaces, currently allows for the sale of 50 monthly permits.
- We have also been in discussions with the owner of the property at 34952 Woodward Ave. (at the southeast corner of Maple Rd.). This lot would allow 175 vehicles temporarily until a construction project materializes. Monthly permit holders from both the Park St. and Peabody St. Structures would be the first invited to purchase a parking permit in this lot.
- The City is also in discussions with First United Methodist Church – 1669 W. Maple Rd., Ascension of Christ Lutheran Church – 16935 14 Mile Rd. (Beverly Hills), and Our Shepherd Lutheran Church – 2225 E. 14 Mile Rd. to potentially lease space in those lots. The City would offer the lots to a large employer for free if the employer could transport its employees to and from the lots.

2. On-Street Parking Meters

Police Commander Grewe reported:

- The City purchased 1,277 CivicSmart meters in the 2016-2017 fiscal year. The meters can accept credit card, coin, and Parkmobile payments.
- The following issues have occurred with the meters:
 - Software upgrades: meters needed to be upgraded almost immediately;
 - Low battery problems: quality issues with batteries and/or improperly charged batteries;
 - Internet connectivity issues caused by T-Mobile network bandwidth strength; and,
 - Sensors: non-operational because of all the above issues.
- CivicSmart has been working with T-Mobile to fix the connectivity issues.
- 180 meters now have upgraded connectivity as of January 2018, which includes Parkmobile updating the meters with payment information within moments of paying.
- If the upgrades continue to work on the 180 meters, the program will be rolled out to the rest of the meters in the City.

Mayor Harris expressed concern that vehicles not be ticketed if they have paid on Parkmobile but have not had their payments registered on the meters.

Police Commander Grewe told Mayor Harris that parking enforcement officers know to check for payments before issuing tickets regardless of how the meter reads during the connectivity issue.

Police Commander Grewe told Commissioner Boutros that there are two ways for parking enforcement officers to know if a meter's battery is dead:

- The meter would not be able to flash "Expired".
- New meters send information to parking enforcement officials to report when meter batteries are low.

A vehicle would not be ticketed if payment was not possible because of the meter.

Police Commander Grewe confirmed for Commissioner Hoff that:

- All the meters are getting new domes with magnification in order to increase the visibility of the meter information.
- All the meters are outfitted with stickers on the front of them with the hours payment is required, the time limit on parking at the meter, and the cost.

3. Downtown parking Structure Planning

Planning Director Ecker reviewed the Plan for the N. Old Woodward Parking Deck and Bates Street extension:

- This came out of the Birmingham 2016 Plan.
- The City's objective is to solicit development plans from qualified developers that will extend Bates Street from Willits to North Old Woodward and redevelop the remainder of the site by constructing a parking facility that provides a minimum of 1150 parking spaces to replace the 770 parking spaces currently on the N. Old Woodward / Bates Street site.
- The City created both a Request for Qualifications (RFQ) and a Request for Proposals (RFP) in order to break the project into phases.
- Three of the four pre-qualified development teams submitted proposals as of January 3, 2018. The proposals are currently being reviewed internally.
- The Ad Hoc Parking Development Committee (AHPDC) will be having a meeting on February 9, 2018 to decide which development team to bring in for an interview. A recommendation for a development team would subsequently be made to the Commission, with the goal of making a final decision by Spring 2018.
- All the teams included extensive community involvement as part of their proposals, which would occur through the Summer and Fall of 2018, with the goal of having a final development plan being approved by the City Commission in January 2019.

City Manager Valentine confirmed for Mayor Harris that the sale of public property would require the City to place the sale of property on the ballot for a vote after the Commission's tentative approval of the development plan in 2019.

VII. Fire Department

Chesterfield Fire Station Construction

Fire Chief Connaughton presented an overview of the construction project:

- On April 3, 2017 the onsite start of demolition/construction began.

- Asbestos abatement has been completed.
- The steel structure, scaffolding, and the bi-fold doors of the building is in place.
- The doors are now 14' by 14' instead of 10' by 10', which allow safer ingress and egress of the Fire Department trucks from the station.
- There will now be room for Tower #34 and storage of medical, firefighting, HazMat, technical rescue, self-contained rescue bottles and hose equipment will be able to be safely stored due to storage rooms built into the apparatus bay.

VIII. Police Department

Local Street Traffic Counts & Traffic Control Measures

Police Commander Scott Grewe reported that the following three topics are priorities for the police department in the 2018-2019 fiscal year:

- Local Street Traffic Counts & Traffic Control Measures.
 - A program began two years ago to start charting speeds on local streets. The purpose of this program was to identify problem streets for traffic speeds or volume and to create a database of information that the department could use when meeting with residents to discuss historical speed studies for their respective streets
- Enhanced Community Policing Efforts.
 - The department is currently in the process of developing its first community resource officer, Ofc. Casey Pedersen. This officer will meet with community groups, special interest groups, homeowners associations, local businesses, individual citizens and school groups to discuss a wide variety of issues that include: building security, home security, personal safety, "stranger danger," active shooter response and many other topics of interest. It is the hope that the officer will have completed her training by the middle of 2018.
 - A second program is one in which local churches, businesses or educational institutions concerned over active shooter incidents can contact the police department for an analysis of their emergency protocols, emergency response plans and hands-on training.
- Drug Recognition Expert (DRE) Training.
 - This program offers an academically challenging curriculum developed to enhance an officer's ability to identify, evaluate and document suspected drug impairment. For 2018, Ofc. Yacoub Iseid was one of only 22 officers statewide to be selected for the DRE program.

Police Commander Grewe told Mayor Pro Tem Bordman the police department would be happy to train the Commission as part of the citywide staff training.

IX. Building Department

A. Revised Builder's Code of Conduct

From Building Official Bruce Johnson's report to City Manager Valentine on January 8, 2018:

The Builders Code of Conduct was adopted by City Commission in 1999. This was in response to concerns expressed by residents that builders were not properly maintaining their construction sites. The document illustrates the City's expectations of how builders and their subcontractors are to conduct themselves and maintain their construction sites while they are building in the City of Birmingham. The Building Department posts a Builders Code of Conduct sign at each building site that has construction fencing installed. The purpose of the sign is to remind builders and inform residents that the

contractors are to conduct themselves professionally and maintain the construction site in accordance with City rules and regulations. However, residents have expressed concerns that some builders and contractors appear to not take the sign seriously and suggest that updating the sign would help. In response to those concerns, we have revised the sign by tying the violations back to the City Code Sections to clarify that the City does have regulations applicable to construction sites.

With the input of the residents, the revised Builders Code of Conduct sign clearly communicates the specific sections of the City Code for violations. Additionally, the Online Inspection Scheduling feature will streamline the scheduling process for both the public and staff alike. The building department values input and will continue to seek ways to improve efficiency while providing legendary customer service.

B. Online Inspection Scheduling & Permitting

From Building Official Bruce Johnson's report to City Manager Valentine on January 8, 2018:

The department also continues to push forward with technology improvements. On April 1, 2018, we will go live with an Online Inspection Scheduling program. The initial go live date for this feature was delayed to allow the developer to make some enhancements to the program that we needed. That work is now complete and over the next few months we will be testing the updates, preparing our database, and finalizing promotional documents as we gear up to go live in the spring.

Building Official Johnson told:

- Commissioner DeWeese that the department can invest further resources in making sure that, if an inspector falls behind during the day, subsequent inspections are notified of the delay.
- Commissioner Sherman that builders get a three-strike rule. After a few warnings, the builders receive a misdemeanor ticket and have to go into court. The possibility of making some of the violations into civil infractions is being explored, as it could help the City alleviate problems more quickly due to the ability to fine builders.
- Mayor Harris that it would be a good idea to list fine amounts on the Builder's Code of Conduct Sign, but due to the size of the sign the Building Department chose to hold off at this time.

City Attorney Currier confirmed that making some of the violations into civil infractions may result in the City achieving more expedient resolutions to building violations.

X. Library

Library Director Doug Koschik introduced Frank Pisano and Melissa Mark, Library Board Members, and Assistant Library Director Rebekah Craft.

Library Director Koschik presented the proposal for Phase 2 of Baldwin's long-range building vision, which would consist of an expansion and renovation of the Youth Room.

XI. Birmingham Museum

Museum Director Leslie Pielack introduced Tina Krizanic and Lori Eaton from the Museum Board.

Museum Director Pielack presented the proposed master landscaping plan, bicentennial planning, and museum utilization for the Birmingham Historical Museum.

Museum Director Pielack told:

- Commissioner Boutros that the landscape plan includes the building of a new sign for the Museum.
- Commissioner Hoff that the Museum's social media presence increases citizen awareness of the Museum's offerings, and may increase attendance at the programs as well.
- Mayor Pro Tem Bordman that:
 - The number of school tours decreased due to school closings.
 - The Museum is tracking program attendance. Museum Director Pielack said the Museum anticipates providing diverse offerings for the Museum is positive. If attendance to programs does not increase over the next couple of years, the type of programming will be re-evaluated.
 - Free programming sometimes does not have good returns.
- Commissioner Hoff and Mayor Pro Tem Bordman that:
 - Reaching adults allows the Museum to reach children; and,
 - Some of the visits to the Museum are documented as general visits to the grounds, as opposed to attendance of special, structured programs.
- Mayor Harris that the City's bicentennial is being celebrated to mark the first land purchase in Birmingham, which happened in 1818.

Mayor Pro Tem Bordman and Commissioner Hoff shared concern that there is not enough participation in youth programs at the Museum.

Mayor Harris was encouraged by adult attendance having increased almost 300% and total visits to the Museum almost increasing by 400%.

Lori Eaton told the Commission that she is excited to be part of the Birmingham Historical Museum's Board.

Commissioner Nickita said the bicentennial is a great opportunity to highlight the history of Birmingham, and that other parts of the Birmingham community, such as the Chamber, the BSD, or the larger business community could collaborate with the Museum on the celebration.

Commissioner DeWeese agreed with Commissioner Nickita.

XII. Adult Services Long Term Planning

City Manager Valentine presented the Joint Senior Services Committee's findings, which included short- and long-term strategies for adult services in Beverly Hills, Birmingham, Bingham Farms, Franklin and Southfield. From his January 5, 2018 report:

- The short term recommendations were to expand services and municipal budget requests in order to accommodate the increasing demands with increased hours and programming. This was achieved with increased municipal contributions, which began in 2014.
- The longer term recommendations were related to facility improvements and/or expansion/replacement.
- Recreating the Joint Senior Service Committee (JSSC) comprised of representatives from the current member communities and revisiting long term strategies including, but not

limited to, service structure, partnerships, funding models, program needs and related service demands based on population trends is recommended.

- Preliminary conversations with city managers from the other communities involved indicated interest in recreation of the JSSC.

City Manager Valentine explained to:

- Commissioner Hoff that NEXT is the city's contractor for adult services because Birmingham does not provide any adult services in its own capacity.
- Mayor Pro Tem Bordman that providing services to adult citizens is at the City's discretion.

Mayor Pro Tem Bordman stated that:

- NEXT's programming has both increased and improved, which has led to the facility being too small to accommodate program attendance.
- Finding a new building for NEXT's programs will involve costs in the future that the City does not currently incur. As a result, Mayor Pro Tem Bordman is in favor of reconvening the JSSC to collaboratively find a solution to the issue.

Gordon Rinschler thanked City Manager Valentine for organizing the other communities and said NEXT is enthusiastic about the upcoming discussions.

Cris Braun, Executive Director of NEXT, thanked the City Commission and staff for the work they are doing with NEXT. Ms. Braun continued:

- Creative scheduling allows programming to occur at this time, but the facilities will be maxed out if another 500 people attend programs.
- NEXT's services are important to the community, and should remain one of the City's priorities.

Greg Burry, NEXT President, thanked City Staff and Commission for their consideration of NEXT. Mr. Burry noted:

- He was the chairman of the JSSC when it began.
- NEXT is currently constrained, and the JSSC needs to be re-opened up.
- Municipalities should meet the needs of their senior population.

IV. PUBLIC COMMENT

Commissioner Hoff stated that requests for funding over the course of the day totaled millions of dollars, and asked City Manager Valentine how decisions on funding are made.

City Manager Valentine replied that long range planning provides the Commission, staff and citizens with an overview of all the considerations. The budget meeting in April then allows the Commission to put the City's funding priorities in order.

V. ADJOURN

The meeting was adjourned at 2:03 p.m.

J. Cherilynn Mynsberge
City Clerk

City of Birmingham
Warrant List Dated 01/24/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255662	*	008340	40TH JUDICIAL CIRCUIT COURT	500.00
255663	*	000855	48TH DISTRICT COURT	100.00
255664	*	000855	48TH DISTRICT COURT	100.00
255665	*	000855	48TH DISTRICT COURT	318,556.72
255666		MISC	A&E HOMES LLC	464.78
255667		002284	ABEL ELECTRONICS INC	585.97
255669		MISC	ALLIED SIGNS INC	200.00
255670		001206	AMERICAN MIDWEST PAINTING INC	775.00
255671	*	008630	AMERICAN TRADE MARK CO.	1,917.92
255672		007440	AMICI PET SERVICES, INC	125.00
255673		008667	APOLLO FIRE-APPARATUS REPAIR	3,491.35
255674	*	000500	ARTECH PRINTING INC	438.80
255675	*	006759	AT&T	54.05
255676	*	006759	AT&T	108.76
255677	*	006759	AT&T	157.33
255678		MISC	B-DRY SYSTEM OF MICHIGAN INC.	105.00
255679	*	008665	MOLLY BERGER	72.00
255680	*	008659	DIANE BERT	60.00
255681		007345	BEVERLY HILLS ACE	100.93
255682	*	003282	LISA MARIE BRADLEY	144.00
255683	*	006177	BULLSEYE TELECOM INC	109.14
255684	*	005289	BUSINESS CARD	400.00
255685	*	008658	BWMS TRAINING	150.00
255686		006257	C.S. MCKEE LP	3,052.45
255687		MISC	CABINET CREATIONS	200.00
255688		007875	CANFIELD EQUIPMENT SERVICE INC.	145.00
255690		008003	CINIUM FINANCIAL SERVICES, CORP	42,000.00
255691	*	007625	COMCAST	148.00
255692		000979	COMERICA BANK	16,525.11
255693		MISC	CUSTOM SIGN & AWNING INC	100.00
255694		MISC	DAVID SCOTT KELLETT	300.00
255695		000956	DELTA TEMP INC	373.75
255696	*	000177	DELWOOD SUPPLY	15.66
255697		008191	DETROIT JEWISH NEWS	158.00
255698		008641	DINGES FIRE COMPANY	124.25
255699		007498	RONALD L. DIX	95.00
255700		MISC	DONALD A BOSCO BUILDING INC	50.00
255701		000190	DOWNRIVER REFRIGERATION	37.16
255702		MISC	DOYLE, DAVID	1,377.60
255703	*	000180	DTE ENERGY	9,203.28
255704		001077	DUNCAN PARKING TECH INC	56.35
255705		001063	EASTMAN FIRE PROTECTION INC	440.16
255706		000493	ED RINKE CHEVROLET BUICK GMC	173.22

City of Birmingham
Warrant List Dated 01/24/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255707		000196	EJ USA, INC.	480.27
255708		000207	EZELL SUPPLY CORPORATION	350.77
255709		MISC	FARRAH AHMEN	50.00
255710	*	008663	FEDERAL RESOURCES	11,900.00
255711		008161	FIERA CAPITAL INC	15,399.26
255712		007366	FIRST ADVANTAGE OCCUPATIONAL	82.78
255713		MISC	FORTHOFFER, DANIEL	100.00
255714	*	004604	GORDON FOOD	176.42
255715		MISC	GREGORY GERARD AERTS	500.00
255717		001531	GUNNERS METER & PARTS INC	1,040.00
255718		MISC	HANSONS ADMINISTRATIVE GROUP LLC	500.00
255719		MISC	HARTFORD ROOFING & WARRANTY CO LLC	100.00
255720		001672	HAYES PRECISION INC	60.50
255721		MISC	HM HOMES LLC	2,614.78
255723		MISC	HOME DIMENSIONS	200.00
255724		000331	HUBBELL ROTH & CLARK INC	336.00
255725		008612	JADE STRATEGIES	1,000.00
255726		MISC	JAMES CAMERON	100.00
255727		003458	JOE'S AUTO PARTS, INC.	339.63
255728	*	007827	HAILEY R KASPER	134.50
255729		MISC	KENETH JOSEPH LAMONTAGNE	100.00
255730	*	006370	KLM SCAPE & SNOW LLC	2,250.00
255731		005876	KROPF MECHANICAL SERVICE COMPANY	1,488.00
255732		002635	LAZARD ASSET MANAGEMENT LLC	19,409.59
255733		MISC	LOCKWOOD BUILDING COMPANY	500.00
255734		MISC	MAS TEC NETWORK SOLUTIONS	300.00
255735		000888	MCKENNA ASSOCIATES INC	53,906.50
255736		MISC	METRO DETROIT SIGNS INC	200.00
255737		003767	MICHIGAN CHRONICLE	135.00
255738		000377	MICHIGAN MUNICIPAL LEAGUE	41.40
255740		003099	MICHIGAN POLICE EQUIP.	2,583.20
255741	*	008126	MICHIGAN.COM	795.00
255742		MISC	MILLENNIUM-THE INSIDE SOLUTIN	200.00
255743		007163	MOBILE HEALTH RESOURCES	684.25
255744		007773	MONSTER WORLDWIDE INC	750.00
255745		MISC	MORGAN-HELLER ASSOCIATES INC.	500.00
255746		000668	NATIONAL TIME & SIGNAL CORP	545.00
255747		MISC	NAVAROLI'S QUALITY FAST CONSTR	100.00
255748		MISC	NELSON BROS SWR & PLBG SVC INC	829.56
255749		001194	NELSON BROTHERS SEWER	180.00
255750		007755	NETWORK SERVICES COMPANY	1,247.19
255751		006359	NYE UNIFORM COMPANY	535.54
255752		MISC	OAK ELECTRIC SERVICE INC	127.50

City of Birmingham
Warrant List Dated 01/24/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255753	*	000477	OAKLAND COUNTY	178,021.75
255754		004370	OCCUPATIONAL HEALTH CENTERS	108.00
255755		MISC	PATRICK LANNEN	1,000.00
255756		MISC	PHILLIPS SIGN & LIGHTING INC	200.00
255757	*	008404	PETE REALY	98.96
255758		005379	RED WING SHOES	149.99
255759		MISC	RENOVATIONS ROOFING & REMODELI	100.00
255760		007783	RESCUE SOURCE	106.95
255761	*	003554	RKA PETROLEUM	9,639.00
255762		006497	RNA OF ANN ARBOR INC	2,210.00
255763	*	000478	ROAD COMM FOR OAKLAND CO	1,731.45
255764		MISC	SACHSE CONSTRUCTION	100.00
255765		008602	SEIZERT CAPITAL PARTNERS	11,261.00
255766		MISC	SIGNS-N-DESIGNS, INC	200.00
255767	*	000254	SOCRRA	71,361.00
255768	*	008569	ALEXA SOLOMON	84.00
255769		000256	SOMERSET BUICK GMC INC	80.16
255770		MISC	SOULLIERE DECORATIVE STONE INC	100.00
255771		007907	SP+ CORPORATION	3,480.00
255772		005863	SUCCESS COMMUNICATIONS, INC.	797.00
255773		MISC	THD AT HOME SERVICES INC	100.00
255774		MISC	THORNTON & GROOMS INC.	1,000.00
255775		008585	TODD WENZEL BUICK GMC	3,150.00
255776		008585	TODD WENZEL BUICK GMC	28,084.00
255777		008585	TODD WENZEL BUICK GMC	28,084.00
255778		MISC	TOWER CONSTRUCTION LLC	200.00
255779		MISC	TRADEMARK CONSTRUCTION SERVICES	300.00
255780		MISC	TROWBRIDGE RESTORATION, INC	200.00
255781		000155	TYCO INTEGRATED SECURITY LLC	400.00
255782		000931	Varsity Shop	80.00
255783	*	000158	VERIZON WIRELESS	50.67
255784	*	000158	VERIZON WIRELESS	138.21
255785	*	000158	VERIZON WIRELESS	76.02
255786	*	000158	VERIZON WIRELESS	194.43
255787	*	000158	VERIZON WIRELESS	381.47
255788		000969	VIGILANTE SECURITY INC	317.50
255789	*	004334	VILLAGE CONEY	557.93
255790		MISC	WALLSIDE INC	500.00
255791		MISC	WALTER GEORGE SCHWARTZ &	10.00
255792		MISC	WEATHERGARD WINDOWS CO INC	500.00
255793	*	008646	KIM WICKENHEISER	770.98
255794		006897	WILKINSON CORPORATION	680.00
255795	*	007894	BRENDA WILLHITE	430.00

City of Birmingham
Warrant List Dated 01/24/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255796		001438	WINDER POLICE EQUIPMENT	169.39
255797		MISC	WINDOW PRO HOLDINGS LLC	500.00
255798	*	005794	WINDSTREAM	691.00
255799		004512	WOLVERINE POWER SYSTEMS	359.50
255800	*	008387	LOGAN WONFOR	47.00
255801	*	003890	LAUREN WOOD	525.00
255802		008391	XEROX CORPORATION	75.76
255805		MISC	ZACHARY TODD SKLAR	30.00
Sub Total Checks:				<u>\$875,596.50</u>
Sub Total ACH:				<u>\$106,024.56</u>
Grand Total:				<u><u>\$981,621.06</u></u>

All bills, invoices and other evidences of claim have been audited and approved for payment.



Mark Gerber
Finance Director/ Treasurer

*-Indicates checks released in advance and prior to commission approval in order to avoid penalty or to meet contractual agreement/obligation.

2/12/2018

City of Birmingham
1/24/2018

Vendor Name	Transfer Date	Transfer Amount
Automated Benefit Services, Inc.	1/22/2018	106,024.56
TOTAL		106,024.56

City of Birmingham
Warrant List Dated 01/31/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255806	*	000113	3RD CIRCUIT COURT	788.00
255807	*	000855	48TH DISTRICT COURT	100.00
255808	*	000855	48TH DISTRICT COURT	200.00
255809	*	000855	48TH DISTRICT COURT	100.00
255810	*	000855	48TH DISTRICT COURT	17.00
255811	*	000855	48TH DISTRICT COURT	70.00
255812	*	000855	48TH DISTRICT COURT	100.00
255813		MISC	A S I IMPROVEMENT CO	100.00
255814	*	008226	KATHI ABELA	24.00
255815		007266	AETNA BEHAVIORAL HEALTH LLC	454.48
255816		MISC	AMERICAN PAVING DESIGN	100.00
255817		008667	APOLLO FIRE-APPRATUS REPAIR	221.48
255818		MISC	ARNOLD ROOFING & CONSTRUCTION INC	100.00
255819		MISC	ASPHALT SPECIALIST INC	100.00
255820	*	006759	AT&T	108.79
255821	*	006759	AT&T	157.46
255822	*	006759	AT&T	144.80
255824		004027	AUTOMATED BENEFIT SVCS INC	9,462.78
255828		MISC	BARANOWSKI, THOMAS	100.00
255829		003012	BATTERIES PLUS	16.95
255830		002982	BLOOMFIELD TWP FIRE DEPT	46.39
255831		MISC	BOGUTH, MICHAEL	15,000.00
255832		006520	BS&A SOFTWARE, INC	750.00
255833		MISC	C & C CUSTOM BUILDERS, LTD	100.00
255834		MISC	C & L WARD BROS CO	100.00
255835		MISC	C W FORD HTG CLG & REFRIG	90.00
255836		MISC	CAMELOT BUILDING & DEVEL	500.00
255837		007875	CANFIELD EQUIPMENT SERVICE INC.	295.00
255838	*	000444	CDW GOVERNMENT INC	244.36
255839		007922	CHANNING BETE COMPANY, INC	203.13
255840		MISC	CHARLESTON	200.00
255841		000605	CINTAS CORPORATION	89.69
255842	*	008006	CLEAR RATE COMMUNICATIONS, INC	1,383.63
255843		004188	COFFEE BREAK SERVICE, INC.	104.00
255844		004026	COFINITY	1,413.00
255845	*	007625	COMCAST	421.75
255846	*	000627	CONSUMERS ENERGY	13,844.32
255847		008582	CORE & MAIN LP	1,227.08
255848	*	005108	CORELOGIC TAX SERVICE	2,232.95
255849	*	005108	CORELOGIC TAX SERVICE	3,728.65
255850	*	005108	CORELOGIC TAX SERVICE	2,320.36
255851	*	005108	CORELOGIC TAX SERVICE	1,394.89
255852	*	005108	CORELOGIC TAX SERVICE	835.14

City of Birmingham
Warrant List Dated 01/31/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255853	*	005108	CORELOGIC TAX SERVICE	28.33
255854	*	005108	CORELOGIC TAX SERVICE	678.77
255855		MISC	CRANBROOK PAVEMENT CORP.	100.00
255856		MISC	DENNY'S HTG CLG & REFRIG SERV INC	200.00
255857		006907	DENTEMAX, LLC	146.70
255858		MISC	DOUGLAS AND ROSELLA KRUEGER	100.00
255859	*	000179	DTE ENERGY	10,642.49
255860		000493	ED RINKE CHEVROLET BUICK GMC	82.04
255861		001495	ETNA SUPPLY	3,185.00
255862		000207	EZELL SUPPLY CORPORATION	121.74
255863		008034	CITY OF FARMINGTON HILLS	150.00
255864	*	000936	FEDEX	118.51
255865	*	004514	FEDEX OFFICE	102.51
255866		007314	FLEIS AND VANDENBRINK ENG. INC	6,487.14
255867		MISC	FOREMAN CONTRUCTION LLC	100.00
255868		MISC	FRANCIS RODRIGUEZ	25.00
255869		000243	GRAINGER	217.88
255870		000245	GREAT LAKES POPCORN CO	131.45
255871		MISC	GREAT OAKS LANDSCAPE	200.00
255872		001531	GUNNERS METER & PARTS INC	255.00
255873		MISC	HARTFORD ROOFING & SIDING CO.	100.00
255874	*	001956	HOME DEPOT CREDIT SERVICES	788.45
255875		000331	HUBBELL ROTH & CLARK INC	20,283.14
255876	*	008608	THE HUNTINGTON NATIONAL BANK	500.00
255877		006403	IDEAS FOR YOU	91.92
255878		003888	INTERNATIONAL CODE COUNCIL INC	129.00
255879		002407	J & B MEDICAL SUPPLY	807.50
255880		000261	J.H. HART URBAN FORESTRY	48,182.94
255881		MISC	JASON CANVASSER	25.00
255882	*	002576	JAX KAR WASH	140.00
255883		003458	JOE'S AUTO PARTS, INC.	59.80
255884		000347	JOHN R. SPRING & TIRE CENTER INC.	565.00
255885		MISC	JOSEPH F CUCHETTI	100.00
255886		MISC	KASTLER CONSTRUCTION INC	125.00
255887		MISC	KEN KOJAIAH HOMES INC	500.00
255888		004085	KONE INC	1,586.25
255889		000362	KROGER COMPANY	27.90
255890		MISC	L & P CUSTOM BUILDERS LLC	2,000.00
255891	*	005327	L3 TECHNOLOGIES, INC.	290.00
255892		005550	LEE & ASSOCIATES CO., INC.	448.30
255893	*	MISC	LERETA	6,349.36
255894		MISC	LEVINE & SONS INC	1,000.00
255895		000287	LIGHTING SUPPLY COMPANY	243.23

City of Birmingham
Warrant List Dated 01/31/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255896	*	MISC	LISA BASTIAN	595.62
255898		008479	MD SOLUTIONS, INC	637.50
255899		MISC	MERRILLWOOD BUILDING LLC	200.00
255900		008207	METAL MART U.S.A.	234.68
255901		MISC	MG CONSTRUCTION PROS LLC	300.00
255902	*	004663	MGIA	607.50
255903	*	008126	MICHIGAN.COM	380.10
255904		000230	MIKE SAVOIE CHEVROLET INC	724.70
255905		MISC	MILLS SIDING & ROOFING	200.00
255906		MISC	MORGAN-HELLER ASSOCIATES INC.	200.00
255907		MISC	MOSHER & ASSOCIATES LANDSCAPE DESIG	100.00
255908		008160	MPARKS	555.00
255909		MISC	MR. ROOF HOLDING CO., LLC	200.00
255910		MISC	MT CLEMENS GLASS	100.00
255911		008211	MULTI-PLAN	4.50
255912		008437	NAGY DEVLIN LAND DESIGN	5,130.00
255913		006359	NYE UNIFORM COMPANY	54.00
255914	*	000477	OAKLAND COUNTY	255.60
255915	*	001484	OCAAO	175.00
255916	*	MISC	PAMELA B HURT	620.83
255917		001277	PHYSIO-CONTROL CORP.	770.92
255918		MISC	PURE SKN LLC	100.00
255919	*	008342	RAIN MASTER CONTROL SYSTEMS	29.85
255920		002759	ROCKET ENTERPRISE INC	94.00
255921		MISC	ROOTER MD PLBG LLC	1,000.00
255922		001181	ROSE PEST SOLUTIONS	71.00
255923		000218	ROYAL OAK P.D.Q. LLC	75.75
255924		MISC	RYAN CONSTRUCTION INC	300.00
255925		MISC	S & J ASPHALT PAVING CO.	500.00
255926		MISC	SCACCIA BUILDING COMPANY	900.00
255927	*	004202	SHRED-IT USA	114.44
255928	*	000254	SOCRRA	61,960.00
255929		000256	SOMERSET BUICK GMC INC	368.71
255930		MISC	THE SIGN STUDIO	100.00
255931		MISC	TREVOR CHRISTIAN LAUGHMAN	200.00
255932		004887	TRUCK & TRAILER SPECIALTIES INC	405.50
255933		MISC	TUFF SHED INC	100.00
255934		005806	ULINE	144.06
255935		MISC	UNITED HOME SERVICES	100.00
255936		MISC	VANCE, JOSEPH M	100.00
255937	*	000158	VERIZON WIRELESS	841.02
255938		000298	VESCO OIL CORPORATION	83.25
255939		MISC	VICTORS HOME IMPROVEMENT LLC	100.00

City of Birmingham
Warrant List Dated 01/31/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255940		MISC	WECHSLER CONSTRUCTION LLC	200.00
255941	*	000301	PAUL WELLS	371.00
255942		007374	WESTWOOD TRUST	10,639.12
255943		007278	WHITLOCK BUSINESS SYSTEMS, INC.	1,552.53
255944		MISC	WHITTIER BUILDING CO LLC	500.00
255945		002088	WM. CROOK FIRE PROTECTION CO.	901.23
255946	*	000306	WOLVERINE CONTRACTORS INC	1,643.00
255947		008391	XEROX CORPORATION	7.81
Sub Total Checks:				\$261,953.65
Sub Total ACH:				\$1,295,665.50
Grand Total:				\$1,557,619.15

All bills, invoices and other evidences of claim have been audited and approved for payment.



Mark Gerber
Finance Director/ Treasurer

*-Indicates checks released in advance and prior to commission approval in order to avoid penalty or to meet contractual agreement/obligation.

City of Birmingham
ACH Warrant List Dated 1/31/2018

Vendor Name	Transfer Date	Transfer Amount
Automated Benefit Services, Inc.	1/29/2018	102,473.66
Birmingham Schools	1/29/2018	901,050.11
Oakland County Treasurer	1/29/2018	287,666.26
Cutwater Asset Management-December	**	4,475.47
TOTAL		1,295,665.50

**Awaiting approval from Commission.

Cutwater Asset Management provides advisory and reporting services for the City's general investments. It was acquired by Bank of New York Mellon, N.A. in January 2015. As a result of the acquisition, they no longer accept checks as payment for services. Once the Commission approves this warrant list, the City will electronically transmit payment. These invoices will appear once a month on the ACH Warrant List.

City of Birmingham
Warrant List Dated 02/07/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
255948		MISC	220 RESTAURANT HOSPITALITY	15,000.00
255949		MISC	4 TECH SIGNS	200.00
255950	*	000855	48TH DISTRICT COURT	100.00
255951	*	000855	48TH DISTRICT COURT	100.00
255952	*	000855	48TH DISTRICT COURT	100.00
255953	*	000855	48TH DISTRICT COURT	100.00
255954	*	000855	48TH DISTRICT COURT	100.00
255955		002284	ABEL ELECTRONICS INC	278.46
255955	*	002284	ABEL ELECTRONICS INC	24.99
255956	*	008226	KATHI ABELA	78.00
255958	*	008621	ABT INC	4,999.00
255959		002909	ACOM SOLUTIONS, INC.	525.45
255960		MISC	AFFORDABLE DRY BASEMENT COMPANY	100.00
255961		003708	AIRGAS USA, LLC	58.92
255962		008015	ALL PHASE LOCK AND SAFE	120.00
255963		MISC	ALLEN JAMES O'NEIL	100.00
255964		000167	ANDERSON ECKSTEIN WESTRICK INC	1,500.00
255965		001394	APCO INTERNATIONAL INC	92.00
255966		MISC	ARPINO BUILDERS INC	100.00
255969		MISC	ARTISAN BUILDERS LLC	250.00
255970	*	007216	AT&T	89.82
255971		MISC	AVEDIAN DEVELOPMENT	100.00
255972		MISC	BACKER LANDSCAPING	100.00
255973		003012	BATTERIES PLUS	144.00
255975	*	008670	BELL FORKLIFT INC	600.00
255976	*	008503	BIRDIE IMAGING SUPPLIES, INC	889.20
255977	*	MISC	BIRMINGHAM JEWISH CONNECTION	19,388.25
255979		003526	BOUND TREE MEDICAL, LLC	129.51
255980		MISC	BRIXNSTONE LLC	100.00
255985		MISC	CARA ASPHALT SERVIES LTD	100.00
255986		MISC	CAREY LANDSCAPE	100.00
255987		MISC	CARL A PETERSEN	1,000.00
255988		000595	CARRIER & GABLE INC	59.97
255989	*	000444	CDW GOVERNMENT INC	727.36
255990		MISC	CENTERLINE COMMUNICATIONS LLC	200.00
255991	*	008540	CERTIFIED LABORATORIES	562.50
255993		000603	CHEMCO PRODUCTS INC	210.00
255994		000605	CINTAS CORPORATION	152.21
255995		MISC	CITI ROOFING CO	100.00
255996	*	004188	COFFEE BREAK SERVICE, INC.	116.00
255997	*	007625	COMCAST	70.81
255999		MISC	COMMUNITY HOUSE	200.00
256001	*	000627	CONSUMERS ENERGY	212.33

City of Birmingham
Warrant List Dated 02/07/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
256002		001367	CONTRACTORS CONNECTION INC	144.00
256003	*	MISC	CRAIG HENTGEN &	1,188.20
256004		MISC	D & S CONTRACTORS	100.00
256005		MISC	DAN LYNCH	2,500.00
256006		MISC	DANIEL J HAGEDON	100.00
256007		008005	DE LAGE LANDEN FINANCIAL SVCS INC	210.12
256008		000177	DELWOOD SUPPLY	75.98
256009		007359	DETROIT CHEMICAL & PAPER SUPPLY	60.34
256010	*	007980	CURTIS DAVID DICHO	234.00
256011	*	000179	DTE ENERGY	15,482.80
256012		004671	ELDER FORD	287.38
256013		000995	EQUATURE	678.64
256014		008308	ERADICO PEST SERVICES	38.00
256015		MISC	ESSCO DEVELOPMENT	100.00
256016		MISC	FAST SIGNS OF BIRMINGHAM	200.00
256017	*	008154	GREGORY FOLEY	42.00
256019		MISC	GARDNER SIGNS INC	200.00
256020		MISC	GGA SERVICES LLC	2,500.00
256021	*	004604	GORDON FOOD	254.86
256022		008382	GREAT LAKES PORTABLE STORAGE LLC	169.00
256023		004959	GREAT LAKES POWER AND LIGHTING, INC	2,382.81
256025		007723	BRYAN GRILL	16.50
256026		MISC	GROSSMAN, DONNA	100.00
256027		001531	GUNNERS METER & PARTS INC	255.00
256028	*	008002	JOELLEN HAINES	51.56
256029		MISC	HANSONS ADMINISTRATIVE GROUP LLC	500.00
256030		MISC	HARRIS CONSTRUCTION & REMODELING LL	100.00
256031		001672	HAYES PRECISION INC	61.00
256032		MISC	HOME DEPOT USA INC	500.00
256034		MISC	ITEC ENTERPRISES LLC	100.00
256035		MISC	J & J EXCAVATING LTD	1,000.00
256036		MISC	J SIMON & SONS ELECTRICAL	150.00
256037		MISC	JKM ROOFING COMPANY	100.00
256038		003458	JOE'S AUTO PARTS, INC.	113.70
256039	*	007827	HAILEY R KASPER	130.00
256040	*	007828	DEBORAH KLEIN	546.00
256041	*	000353	KNAPHEIDE TRUCK EQUIPMENT	489.22
256042	*	000352	JILL KOLAITIS	1,980.00
256043		004085	KONE INC	251.63
256044		MISC	LA-LA LASHES	100.00
256045		008188	LEARN TO SKATE USA	536.25
256046		005550	LEE & ASSOCIATES CO., INC.	386.81
256047		MISC	LEVINE & SONS INC	1,250.00

City of Birmingham
Warrant List Dated 02/07/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
256049	*	MISC	MARK LANDSCHULTZ	293.74
256050		008557	MCNULTY ELECTRIC, INC	21,240.00
256051		008207	METAL MART U.S.A.	301.52
256052		MISC	METRO CONSTRUCTION CO	100.00
256054		MISC	MICHAEL PAUL KAMIE	100.00
256055		MISC	MICHAEL W MORSS ROOFING CO	300.00
256056		007984	MICHIGAN ACADEMY OF EMER SERVICES	200.00
256058		007765	MICHIGAN INDEPENDENT DOOR CO.	280.70
256059		000649	MML WORKERS' COMP FUND	51,528.00
256060		MISC	MOSHER DOLAN, INC.	1,000.00
256061	*	005633	MTA	287.00
256062		001194	NELSON BROTHERS SEWER	180.00
256063		007755	NETWORK SERVICES COMPANY	405.12
256065	*	MISC	NORMAN SHINKLE	449.05
256066		006359	NYE UNIFORM COMPANY	693.57
256067	*	000477	OAKLAND COUNTY	369,328.22
256068		004370	OCCUPATIONAL HEALTH CENTERS	69.00
256069	*	000481	OFFICE DEPOT INC	1,954.48
256070	*	000481	OFFICE DEPOT INC	614.20
256071	*	008672	PAVEX COROPORATION AND	12,024.85
256072	*	007383	PAVEX CORPORATION	77.64
256073	*	001753	PEPSI COLA	806.44
256074		MISC	PHOENICIA LLC	100.00
256075		000486	PLANTE & MORAN PLLC	8,275.00
256076		MISC	POELSTRA, JOSHUA	100.00
256077		MISC	POLLY ANN GUMINA	1,000.00
256078		MISC	PRM CUSTOM BUILDERS LLC	900.00
256079	*	008404	PETE REALY	197.92
256080		MISC	Rejuvenate, Inc	100.00
256082	*	MISC	RICHARD FROST	5.42
256083	*	MISC	RONALD B ELLMAN	1,213.25
256084		MISC	ROOTER MD PLBG LLC	600.00
256085		007142	SHERWIN-WILLIAMS COMPANY	115.60
256086		MISC	SIGNATURE AWNING	100.00
256087		MISC	SIGNS & MORE	200.00
256088		MISC	SINGLE PLY INTERNATIONAL OF MI	100.00
256089		MISC	SOLDIER BUILDING LLC	2,500.00
256090		MISC	SOULLIERE DECORATIVE STONE INC	100.00
256091		005787	SOUTHEASTERN EQUIPMENT CO. INC	131.10
256093		001005	STATE OF MICHIGAN	3,000.00
256095		005238	SUNTEL SERVICES	1,137.70
256096	*	008507	SUPERFLEET MASTERCARD PROGRAM	234.31
256097		MISC	T-MOBILE CENTRAL LLC	100.00

City of Birmingham
Warrant List Dated 02/07/2018

Meeting of 02/12/2018

Check Number	Early Release	Vendor #	Vendor	Amount
256099		MISC	TEK PLBG LLC	60.00
256100		MISC	THOMAS EDWARD TRESNAK	100.00
256101		MISC	THORNTON & GROOMS INC.	1,000.00
256103		008159	TORTOISE CREDIT STRATEGIES, LLC	7,653.48
256104		002037	TOTAL ARMORED CAR SERVICE, INC.	714.83
256105		000155	TYCO INTEGRATED SECURITY LLC	258.00
256106		007706	UTEC	208.20
256109		MISC	VINCENT JAMES KRAUS	100.00
256110		MISC	WALLSIDE INC	2,000.00
256111		MISC	WALLSIDE WINDOW	1,000.00
256112		000299	WEINGARTZ SUPPLY	578.24
256113	*	002171	WEISSMAN'S COSTUMES	5,502.90
256114	*	007894	BRENDA WILLHITE	510.00
256115		MISC	WINDOW PRO HOLDINGS LLC	500.00
256116		MISC	WINEMAN & KOMER	100.00
256118		002088	WM. CROOK FIRE PROTECTION CO.	730.50
256119		005112	WOLVERINE	88.04
256122		008391	XEROX CORPORATION	150.15
256123		MISC	ZAID ELIA	500.00
Sub Total Checks:				\$589,142.75
Sub Total ACH:				\$38,550.22
Grand Total:				\$627,692.97

All bills, invoices and other evidences of claim have been audited and approved for payment.



Mark Gerber
Finance Director/ Treasurer

*-Indicates checks released in advance and prior to commission approval in order to avoid penalty or to meet contractual agreement/obligation.

2/12/2018

City of Birmingham
2/7/2018

Vendor Name	Transfer Date	Transfer Amount
Automated Benefit Services, Inc.	2/5/2018	38,550.22
TOTAL		38,550.22



MEMORANDUM

Planning Division

DATE: February 5, 2018

TO: Joseph A. Valentine, City Manager

FROM: Matthew Baka, Senior Planner

APPROVED: Jana L. Ecker, Planning Director

Re: Set Public Hearing for a Special Land Use Permit and Final Site Plan for 191 N. Chester

The subject property at 191 N. Chester is located in the TZ2 Transition Zone district. The TZ2 lists office use over 3,000 sq. ft. as a permitted use requiring a Special Land Use Permit (SLUP). The applicant is proposing to renovate the existing building for office over 3,000 sq. ft. and to add a new lobby addition on the N. Chester elevation. The applicant submitted an application for a SLUP to the Planning Department and appeared before the Planning Board on January 24, 2018 and received a recommendation for approval with the following conditions:

1. Add an additional street tree along Willits;
2. Replace proposed Sweet Gum trees with species acceptable to the Department of Public Services and provide irrigation for the trees;
3. Show placement and measurement of one (1) off-street loading space or obtain a variance from the Board of Zoning Appeals;
4. The applicant will need to submit revised plans showing a railing made of metal, wood, cast concrete, or stone, or obtain a variance from the Board of Zoning Appeals; and
5. Applicant add bike racks to the site subject to administrative approval.

The Planning Division requests that the City Commission set a public hearing date for **March 12, 2018** to consider an application for a Special Land Use Permit ("SLUP") and Final Site Plan for 191 N. Chester. Please find attached the Planning Board memo, relevant meeting minutes and the proposed plans for 191 N. Chester. The Planning Board minutes of January 24, 2018 are not yet available.

SUGGESTED ACTION:

To set a public hearing date for March 12, 2018 to consider an application for a Special Land Use Permit and Final Site Plan for 191 N. Chester.

191 N. Chester
SPECIAL LAND USE PERMIT ADMENDMENT
2018

- WHEREAS, 191 N. Chester filed an application pursuant to Article 7, section 7.34 of Chapter 126, Zoning, of the City Code to establish an office use over 3,000 sq. ft. in the TZ2 zone district in accordance Article 2, Section 2.37 of Chapter 126, Zoning, of the City Code;
- WHEREAS, The land for which the Special Land Use Permit is sought is located on the west side of Chester, south of Willits;
- WHEREAS, The land is zoned TZ2, and is located within the Downtown Birmingham Overlay District;
- WHEREAS, Article 7, section 7.34 of Chapter 126, Zoning requires a Special Land Use Permit to be considered and acted upon by the Birmingham City Commission, after receiving recommendations on the site plan and design from the Planning Board for the proposed Special Land Use;
- WHEREAS, The applicant submitted an application for a Special Land Use Permit and Final Site Plan for 191 N. Chester;
- WHEREAS, The Planning Board on January 24, 2018 reviewed the application for a Special Land Use Permit Amendment and recommended approval of the application with the following conditions:
1. Add an additional street tree along Willits;
 2. Replace proposed Sweet Gum trees with species acceptable to the Department of Public Services and provide irrigation for the trees;
 3. Show placement and measurement of one (1) off-street loading space or obtain a variance from the Board of Zoning Appeals;
 4. The applicant will need to submit revised plans showing a railing made of metal, wood, cast concrete, or stone, or obtain a variance from the Board of Zoning Appeals; and
 5. Applicant add bike racks to the site subject to administrative approval.
- WHEREAS, The applicant has agreed to comply with the conditions of approval recommended by the Planning Board;
- WHEREAS, The Birmingham City Commission has reviewed the Special Land Use Permit application for 191 N. Chester and the standards for such review as set forth in Article 7, section 7.36 of Chapter 126, Zoning, of the City Code;
- NOW, THEREFORE, BE IT RESOLVED, The Birmingham City Commission finds the standards imposed under the City Code have been met, subject to the conditions below, and that the 191 N. Chester application for a Special Land Use Permit and Final Site Plan at 191 N. Chester is hereby approved;

BE IT FURTHER RESOLVED, That the City Commission determines that to assure continued compliance with Code standards and to protect public health, safety, and welfare, this Special Land Use Permit is granted subject to the following conditions:

1. 191 N. Chester shall abide by all provisions of the Birmingham City Code; and
2. The Special Land Use Permit may be canceled by the City Commission upon finding that the continued use is not in the public interest.

BE IT FURTHER RESOLVED, That failure to comply with any of the above conditions shall result in termination of the Special Land Use Permit.

BE IT FURTHER RESOLVED, Except as herein specifically provided, 191 N. Chester and its heirs, successors, and assigns shall be bound by all ordinances of the City of Birmingham in effect at the time of the issuance of this permit, and as they may be subsequently amended. Failure of 191 N. Chester to comply with all the ordinances of the City may result in the Commission revoking this Special Land Use Permit.

MAY IT BE FURTHER RESOLVED that 191 N. Chester is recommended for the establishment of an office use over 3,000 sq. ft., subject to final inspection.

I, Cherilynn Mynsberge, City Clerk of the City of Birmingham, Michigan, do hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Birmingham City Commission at its regular meeting held on March 12, 2018.

Cherilynn Mynsberge, City Clerk



MEMORANDUM

Planning Division

DATE: January 18th, 2018

TO: Jana Ecker, Planning Director

FROM: Nicholas Dupuis, Planning Intern

SUBJECT: 191 N. Chester – The Jeffrey
Final Site Plan and Special Land Use Permit Review

The 0.40 acre subject site, 191 N. Chester, is located at the corner of Chester and Willits on the outer edge of Downtown Birmingham. The Planning Board recommended approval to the City Commission for a rezoning from TZ1 to TZ2 on September 13th, 2017 to allow the former Church of Christ Scientist building to become an office space. On October 16th, 2017, the City Commission approved the request for a rezoning to TZ-2. The transformed office building is proposed to contain 16,493 sq. ft. of office space. The Zoning Ordinance limits tenants of an office building to 3,000 sq. ft. per tenant in the TZ-2 district. The proposed floor plans for the renovated office building show three tenant lease spaces, all of which will be over the permitted 3,000 sq. ft. (5,404 sq. ft., 7,278.2 sq. ft. & 3,810.85 sq. ft.). Thus, the applicant is seeking a Special Land Use Permit to allow for three office tenants to each exceed 3,000 sq. ft. in area.

A highlight of the proposed transformation of the former church use to an office use is the proposed 1,355 sq. ft. addition to the front of the building. Along with the design of an overhead garage door off of Willits, a new roof, new windows, and new paint, the addition will create an entirely new look for the building. The proposed addition will bring the gross floor area to 26,105 sq. ft. (figure includes the 10,011 sq. ft. lower level and the 2,493 sq. ft. indoor garage).

All relevant meeting minutes are attached for your review.

1.0 Land Use and Zoning

- 1.1 Existing Land Use – The existing land use is a vacant Church.
- 1.2 Zoning – The parcel is zoned TZ-2 (Transitional Zoning 2) and C (Community) in the Downtown overlay.
- 1.3 Summary of Adjacent Land Use and Zoning - The following chart summarizes existing land use and zoning adjacent to and/or in the vicinity of the subject site, including the proposed 2016 Regulating Plan zones.

	North	South	East	West
Existing Land Use	Residential	Commercial	Commercial	Residential
Existing Zoning District	R2, Single-Family Residential	TZ-3, Transitional Zone-3	B-4, Business-Residential	R2, Single-Family Residential
Downtown Overlay Zoning District	N/A	D4	D4	N/A

2.0 Setback and Height Requirements

Please see the attached zoning compliance summary sheet for details on setback and height requirements for the proposed development.

3.0 Screening and Landscaping

- 3.1 Dumpster Screening – The applicant indicated that there will be a designated area for trash collection inside the building underneath the stairs located in the garage area. Therefore, the trash area will be fully screened by the building.
- 3.2 Parking Lot Screening – The subject site is located in the Parking Assessment District and thus no parking is required on site. However, the applicant is proposing an 8-space garage with access off of Willits. Thus, the parking will be fully screened within the building. All proposed parking spaces are 180 sq. ft.

The applicant also noted three existing outdoor spaces that are located at the northwest corner of the property in the application. The submitted site plans show these three existing outdoor spaces, and the applicant indicated that they will be screened on either side with a five foot concrete masonry split face retaining wall which will match the building. As the site currently stands, the spaces are set below grade with a stone retaining wall and landscaping. As these parking spaces directly abut the street for primary access, there is no screen wall screening the view of the parking spaces from Willits. However, these are existing, non-conforming parking spaces for screening.

- 3.3 Mechanical Equipment Screening – The applicant has indicated that the building will utilize the existing rooftop mechanical units that are already screened by the parapet of the building. The applicant has also noted that there may be additional mechanical equipment placed on the inside of the building. Therefore, all mechanical equipment will be fully screened.

- 3.4 Landscaping – The applicant has submitted a landscape plan for the proposed development detailing the size, type, and placement of plants across the site. All of the proposed plantings are permitted and are described in the table below:

	Botanical/Common Name	Size	Quantity
<i>Trees</i>	Liquidambar styraciflua/ Emerald Sentinel Sweet Gum	3" CAL	3
	Tilia cordata/ Chancellor Linden	3" CAL	4
<i>Shrubs</i>	Thuja occidentalis/ Niagra – Dark Green Arborvitae	8' HT	6
<i>Groundcovers/Perennials</i>	Calamagrostis/ Karl Forester Feather Reed Grass	3 GAL	8
	Hemerocalis/ Happy Returns Daylily	2 GAL	44
	Sesleria autumnalis/ Autumn Moor Grass	2 GAL	55

Article 4, Section 4.20 of the Zoning Ordinance requires deciduous trees to be a minimum of 3 inches in caliper. The proposed trees meet this requirement. The applicant is not required to provide parking lot landscaping, as the three existing parking spaces are less than 7,500 sq. ft. in area.

- 3.5 Streetscape – The submitted site plans show 3 street trees along N. Chester, and 4 street trees along Willits. However, based on Article 4, Section 4.20 of the Zoning Ordinance which requires one street tree per 40 ft. of frontage, the applicant is required to have 2 streets along N. Chester and 5 street trees along Willits. **Thus, the applicant must add an additional tree along Willits Street, or obtain a waiver from the Staff Arborist.**

The applicant is proposing substantial changes to the streetscape along Willits to greatly enhance pedestrian circulation. The existing sidewalk along Willits includes several steps due to the grade. The applicant intends to regrade the northern edge of the property and right-of-way to construct a new sidewalk with appropriate slopes and landings to permit the removal of the stairs at the corner of Willits and N. Chester and replace them with a new ADA ramp and pad. This will create a more walkable street in front of the proposed development.

The applicant has not proposed any bike racks, trash receptacles, or benches. The Planning Board may wish to require any or all of the above to be added to the streetscape.

4.0 Parking, Loading and Circulation

- 4.1 Parking – The proposed office building does not require on-site parking, as it is located within the Parking Assessment District. However, the submitted site plans show eight parking spaces within a garage proposed in the lower level. The applicant is also proposing to retain the three existing outdoor spaces

located at the north-west corner of the property with an ADA space available. The proposed parking spaces all measure the appropriate 180 sq. ft. in area.

- 4.2 Loading – Article 4, Section 4.24 of the Zoning Ordinance requires office uses in between 10,001 and 50,000 sq. ft. in size to provide one off-street loading space. The proposed development contains 16,493 sq. ft. of office space, thus is required to provide one off street loading space. The applicant has not proposed an off street loading space. **Therefore, the applicant must submit revised plans showing the placement and measurements of one off street loading space, or obtain a variance from the Board of Zoning Appeals.**
- 4.3 Vehicular Circulation and Access – Access to the proposed development will predominantly be by foot, but access to the vehicular garage will be via a driveway and garage door off of Willits. The driveway is proposed to be 12 ft. wide.
- 4.4 Pedestrian Circulation and Access – The principal pedestrian entrance is proposed on N. Chester. The entrance is equipped with an ADA ramp and an elevator to the upper and lower floors. Secondary pedestrian access is also provided along the Willits façade.

5.0 Lighting

The applicant has submitted a photometric plan, along with specification sheets for the proposed luminaires. The photometric plan demonstrates that all of the lighting requirements of Article 4, Section 4.21 of the Zoning Ordinance have been met with regards to property line light levels. There are two recessed canopy lights manufactured by Gotham to be installed beneath the new canopy at the entrance on Chester, at 36.91 watts each. Two wall sconces manufactured by Lithonia Lighting are proposed along the south building elevation at the stair wells. These are 9.15 watts each and proposed to be mounted at a height of 10'. Five architectural wall sconce manufactured by Lithonia Lighting are also proposed on the north and west building elevations. These fixtures are 12 watts each, and proposed to be mounted at a height of 12'. All proposed lighting is fully cut off and black in color.

6.0 Departmental Reports

- 6.1 Engineering Division – A sidewalk/drive approach permit will be required.
- 6.2 Department of Public Services – **Instead of Sweet Gums along Chester Street, we require a different variety of tree for this location due to the fruit of this species and the proximity to the sidewalks. Irrigation should be installed.**
- 6.3 Fire Department – No comments have been received at this time but will be provided by January 24, 2018.

6.4 Police Department – No comments have been received at this time but will be provided by January 24, 2018.

6.5 Building Division –The Building Department has examined the plans for the proposed project referenced above. The plans were provided to the Planning Department for site plan review purposes only and present conceptual elevations and floor plans. Although the plans lack sufficient detail to perform a code review, the following comments are offered for Planning Board and/or Design Review Board and applicant consideration:

1. There are no apparent building code means of egress concerns based on the preliminary floor plans and the assumption that the building will be occupied by a single tenant. Multiple tenants would require common corridors connecting the exits, the elevator and the parking garage.

7.0 Design Review

The applicant is proposing to renovate the existing Church of Christ Scientist to create an office building. The transformation from Church to office will include the removal of the existing porch and entry to create an addition off of the front of the building to be used as the primary entryway to the building, bringing it to the property line. There will also be repairs done and paint (SW 7069 Iron Ore) added to the existing masonry, a new quartz -zinc metal roof, a new garage with a 10' x 8' garage door (**material and color unknown**), and new windows added to the building. **Some material samples and colors have been provided at this time, but the missing details must be provided.**

For the new addition, the applicant is proposing new grey brick (**manufacturer unknown**), quartz -zinc metal paneling for coping and roofing, an aluminum clear glass window system, and a new anthra-zinc metal canopy in black for the new front entrance. This will modernize the front of the building and give it more of an office building look, as opposed to a Church look. Since the proposed addition will be bringing the building to the property line, the building's street presence will match that of the McCann building to the east, and Integra building to the south.

The original building will be painted charcoal grey (SW 7069 Iron Ore) and have a new grey standing seam metal roof installed, along with 24 new clear glass windows/doors. The applicant is also proposing to create three new patios on the property, one off of the new addition, one off of the back of the building at the first floor, and finally, one on the second floor. The patio proposed with the addition will be enclosed with a powder coated aluminum railing. The other patios will be enclosed with an aluminum and tempered glass railing system. Article 3, Section 3.04 of the Zoning Ordinance requires balconies, railings and porch structures to be wood, metal, cast concrete, or stone. **The applicant will need to submit revised plans showing a railing made of metal, wood, cast concrete, or stone, or obtain a variance from the Board of Zoning Appeals.**

The applicant is not proposing any signage at this time.

The applicant has provided window samples showing clear glass with a visual light transmittance of 80% for the new windows.

8.0 Approval Criteria

In accordance with Article 7, section 7.27 of the Zoning Ordinance, the proposed plans for development must meet the following conditions:

- (1) The location, size and height of the building, walls and fences shall be such that there is adequate landscaped open space so as to provide light, air and access to the persons occupying the structure.
- (2) The location, size and height of the building, walls and fences shall be such that there will be no interference with adequate light, air and access to adjacent lands and buildings.
- (3) The location, size and height of the building, walls and fences shall be such that they will not hinder the reasonable development of adjoining property nor diminish the value thereof.
- (4) The site plan, and its relation to streets, driveways and sidewalks, shall be such as to not interfere with or be hazardous to vehicular and pedestrian traffic.
- (5) The proposed development will be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter.
- (6) The location, shape and size of required landscaped open space is such as to provide adequate open space for the benefit of the inhabitants of the building and the surrounding neighborhood.

9.0 Recommendation

Based on a review of the site plan submitted, the Planning Division finds that the proposed Final Site Plan meets the requirements of Article 7, section 7.27 of the Zoning Ordinance and recommends that the Planning Board recommend **APPROVAL** of the Final Site Plan and Special Land Use Permit for 191 N. Chester to the City Commission with the following conditions:

1. The applicant must add an additional tree along Willits Street, or obtain a waiver from the Staff Arborist;
2. Replace the proposed Sweet Gum trees along Chester Street and provide irrigation for trees;

3. The applicant must submit revised plans showing the placement and measurements of one off street loading space, or obtain a variance from the Board of Zoning Appeals;
4. The applicant will need to submit revised plans showing a railing made of metal, wood, cast concrete, or stone, or obtain a variance from the Board of Zoning Appeals; and
5. The applicant must submit specifications on all of the proposed materials used for the construction of the building.

10.0 Sample Motion Language

Motion to recommend **APPROVAL** of the Final Site Plan and Special Land Use Permit for 191 N. Chester – The Jeffrey – with the following conditions:

1. The applicant must add an additional tree along Willits Street, or obtain a waiver from the Staff Arborist;
2. Replace the proposed Sweet Gum trees along Chester Street and provide irrigation for trees;
3. The applicant must submit revised plans showing the placement and measurements of one off street loading space, or obtain a variance from the Board of Zoning Appeals;
4. The applicant will need to submit revised plans showing a railing made of metal, wood, cast concrete, or stone, or obtain a variance from the Board of Zoning Appeals; and
5. The applicant must submit specifications on all of the proposed materials used for the construction of the building.

OR

Motion to **POSTPONE** the Final Site Plan and Special Land Use Permit for 191 N. Chester pending receipt of the following:

1. _____
2. _____
3. _____

OR

Motion to recommend the **DENIAL** of the Final Site Plan and Special Land Use Permit for 191 N. Chester to the City Commission for the following reasons:

1. _____
2. _____
3. _____

**Zoning Compliance Summary Sheet
Final Site Plan Review
191 N. Chester**

Existing Site: Church of Christ, Scientist

Zoning: TZ-2, Transitional Zone 2 & C, Community

Land Use: Commercial

Existing Land Use and Zoning of Adjacent Properties:

	North	South	East	West
Existing Land Use	Residential	Commercial	Commercial	Residential
Existing Zoning District	R-2, Single-Family Residential	TZ-3, Transitional Zone 3	B-4, Business Residential	R-2, Single-Family Residential
Overlay Zoning District	N/A	D-4	D-4	N/A

Land Area: Existing: 0.40 acres (17,370 ft²)
Proposed: 0.40 acres (17,370 ft²)

Dwelling Units: Existing: 0
Proposed: 0

Minimum Lot Area/Unit: Required: N/A
Proposed: N/A

Min. Floor Area /Unit: Required: N/A
Proposed: N/A

Max. Total Floor Area: Required: N/A
Proposed: N/A

Min. Open Space:	Required:	N/A
	Proposed:	N/A
Max. Lot Coverage:	Required:	N/A
	Proposed:	N/A
Front Setback:	Required:	0-5 ft.
	Proposed:	0 ft.
Side Setbacks	Required:	0 ft. from interior side lot line 10 ft. from side lot line abutting a single family district
	Proposed:	No changes proposed. (7 ft. from abutting single family district, 0 ft. along Willits)
Rear Setback:	Required:	10 ft. 20 ft. abutting single family zoning district
	Proposed:	No changes proposed. (30 ft.)
Min. Front+Rear Setback	Required:	N/A
	Proposed:	N/A
Max. Bldg. Height:	Permitted:	30 ft., 2 stories
	Proposed:	No changes proposed. (35 ft., 2 stories)
Min. Eave Height:	Required:	N/A
	Proposed:	N/A
Floor-Ceiling Height:	Required:	14 ft.
	Proposed:	No changes proposed.
Front Entry:	Required:	N/A
	Proposed:	N/A
Absence of Bldg. Façade:	Required:	N/A
	Proposed:	N/A
Opening Width:	Required:	N/A
	Proposed:	N/A
Parking:	Required:	None required, Parking Assessment District
	Proposed:	11 total - 8 within proposed garage, 3 existing
Min. Parking Space Size:	Required:	180 ft ²
	Proposed:	180 ft ²

Parking in Frontage:	Required:	N/A
	Proposed:	N/A
Loading Area:	Required:	1 (40' x 12' x 14')
	Proposed:	0
		The applicant must submit plans showing a screened loading space measuring 40 x 12 x 14 or obtain a variance from the Board of Zoning Appeals.
Screening:		
<u>Parking:</u>	Required:	6 ft. masonry screen wall
	Proposed:	8 spaces fully screened within building 3 existing unscreened legal, non-conforming parking spaces
<u>Loading:</u>	Required:	6 ft. masonry screen wall
	Proposed:	None proposed
		The applicant must submit plans showing the screening details for one off-street loading space, or obtain a variance from the Board of Zoning Appeals.
<u>Rooftop Mechanical:</u>	Required:	Full screening to compliment the building
	Proposed:	Fully screened by existing parapet and building structure.
<u>Elect. Transformer:</u>	Required:	Fully screened from public view
	Proposed:	No transformer is proposed on the property.
<u>Dumpster:</u>	Required:	6 ft. high capped masonry wall with wooden gates
	Proposed:	Fully screened by building.

**CITY OF BIRMINGHAM
REGULAR MEETING OF THE PLANNING BOARD
WEDNESDAY, SEPTEMBER 13, 2017
City Commission Room
151 Martin Street, Birmingham, Michigan**

Minutes of the regular meeting of the City of Birmingham Planning Board held on September 13, 2017. Chairman Scott Clein convened the meeting at 7:30 p.m.

Present: Chairman Scott Clein; Board Members Robin Boyle, Stuart Jeffares, Bert Koseck, Vice- Chairperson Gillian Lazar, Bryan Williams

Absent: Board Member Janelle Whipple-Boyce; Alternate Board Members Lisa Prasad, Daniel Share; Student Representatives Ariana Afrakhteh, Isabella Niskar

Administration: Matthew Baka, Sr. Planner
Jana Ecker, Planning Director
Carole Salutes, Recording Secretary

REZONING REQUEST

**1. 191 N. Chester, First Church of Christ, Scientist
Request for rezoning from TZ-1 to TZ-2 (Transitional Zoning) to allow the
adaptive reuse of the existing building for office use**

Chairman Clein returned to chair the meeting.

Ms. Ecker reported that the property owner is requesting the rezoning of the property to keep the building as-is on site while renovating the inside for an office use.

The subject site is located on the west side of N. Chester, with single-family homes to the north and office/commercial buildings to the south (Integra Building) and east (McCann Worldgroup Building). The area of the site is .40 acres, the building is 16,000 sq. ft. in size. The subject property is in the Downtown Overlay District and was zoned C - Community Use, due to its former use as a church. At the time of the transitional rezoning the City Commission created the TZ-1 Zone District and the TZ-3 Zone District. They did not create the TZ-2 Zone District then and the property was rezoned TZ-1 which allows only a residential use and not an office use.

The applicant lists a number of reasons that with the City's adoption of TZ-2 into the Zoning Ordinance, the TZ-2 classification would be better suited. The applicant would like to re-purpose the existing church building into an office use. While office use is permitted in the TZ-2 Zoning District, any office use over 3,000 sq. ft. in size would require a Special Land Use Permit ("SLUP"). The applicant has affirmed the building is not suitable for adaptive reuse to residential.

The applicant had meetings with the adjoining property owners who have indicated a desire to keep the existing building as opposed to demolishing it and increasing and changing the height

and mass with a new structure. They felt building as it stands would have the least impact on the neighborhood in terms of scale, visibility, and traffic.

The applicant has tried to market the building as a religious institution but has been unsuccessful in finding someone who is interested.

The only physical modification done to the building was in 1956 when an addition was added to the existing church. The church building is still in fair condition today.

Based on a review of the rezoning application and supporting documentation submitted by the applicant, a review of the applicable Master Plan documents, current zoning and recent development trends in the area, the Planning Dept. finds that the applicant meets the established ordinance requirements to qualify for a rezoning of the property from TZ-1 (Transitional Zone 1) to TZ-2 (Transitional Zone 2) to permit the adaptive reuse of the building for office/commercial use. Given the recommendations of the Master Plan and the 2016 Plan, the existing mix of uses in the immediate neighborhood, and given the age and character of the building, the proposal to adaptively reuse the building is appropriate and compatible with the area. The Planning Board will make a recommendation to the City Commission and the City Commission shall make the final determination on whether this potential rezoning should be approved.

Mr. Boyle asked what design oversight there might be with this building if it was rezoned to TZ-2. Ms. Ecker replied that just the design of the building would go to the Design Review Board or come to the Planning Board for review. If they are going to propose over 3,000 sq. ft. of office use, it will come to the Planning Board because it would require a SLUP which would bring in all of the design elements as well as the signage. Then it would go to the City Commission for the final decision.

In response to Mr. Koseck, Ms. Ecker said the applicant has the option to seek a use variance for the building. The Chairman asked about the difference between TZ-1 and TZ-2 with regard to massing and height. Ms. Ecker advised that TZ-1 allows three stories and 35 ft. in height with a minimum of two stories. In TZ-2 only a two-story maximum is allowed.

Ms. Ecker explained for Mr. Boyle that there is no requirement that there must be a mix of uses on a transitional zoned property.

Mr. Williams said a question for the City Attorney would be whether the site can be rezoned to TZ-2 with the condition that the building structure remain the same. Ms. Ecker noted the Planning Board at this level has not made a recommendation to go down the conditional rezoning path.

The applicant, Mr. Sam Surnow, 320 Martin, said they have spent a lot of time over the last three years trying to figure out what to do because they acquired the property before it was rezoned to TZ-1. Based on feedback from all of the neighbors and the different departments, they have been guided in the direction of rezoning the existing building for office use. They feel it is the best choice. It seems that a residential development would have the potential to change the impact on the neighborhood. On-site parking will be needed to be marketable and to attract tenants. Therefore they will have to take away a few thousand feet in the lower level

to make room for ten or fifteen parking spaces. Then, after taking away the common areas, the office space left will be much less than 16,000 sq. ft.

Mr. Surnow stated that they decided not to apply for a use variance with the BZA because having a use variance in a TZ-1 Zone that is meant for residential use only would be contradictory. Also if the City could have rezoned to TZ-2 which didn't exist at the time, it probably would have. They don't have an issue with coming up with an agreement stating they will preserve exactly what is there if the City Commission requested that.

Mr. Kevin Biddison, 320 Martin, added they are excited hopefully to be involved in another project with the Surnows. This is really a similar challenge to what they did with the post office and they are looking to do some of the very same things and create multi-uses for smaller businesses which can tuck into the very unusual nature of the building.

No one from the public came forward with comments at 8:38 p.m.

Mr. Boyle observed that office space is changing. He hoped this iconic building will be redesigned and repurposed in such a way that it can accommodate the contemporary office and how it is going to operate. Also, he thought a mixed use in some shape or form might enliven this street.

Mr. Koseck noted this is a unique building on a challenging site. The Chester Parking Structure is least used so the project could help to populate that. These developers have a proven track record and he is in favor of the proposal to rezone.

Motion by Mr. Koseck

Seconded by Mr. Boyle to recommend approval to the City Commission for the rezoning of 191 N. Chester from TZ-1 (Transitional Zone 1) to TZ-2 (Transitional Zone 2).

Chairman Clein thought the adaptive reuse that is being proposed is awesome and the rezoning to facilitate that makes perfect sense. However he has concerns about rezoning, and that means ten years from now the building could be razed and a 17,000 sq. ft. site could turn into 30,000 sq. ft. of something. He leans toward approving the request because he feels this is a fantastic project but he thinks the Commission needs to weigh those concerns.

At 8:43 p.m. there were no comments from the members of the public on the motion.

Motion carried, 6-0.

ROLLCALL VOTE

Yeas: Koseck, Boyle, Clein, Jeffares, Lazar, Williams

Nays: None

Absent: Whipple-Boyce

**BIRMINGHAM CITY COMMISSION MINUTES
OCTOBER 16, 2017**

VI. NEW BUSINESS 10-267-17

PUBLIC HEARING TO CONSIDER THE REZONING OF 191 N.CHESTER FROM TZ1 TO TZ2

From City Planner Ecker's staff report to City Manager Valentine dated October 6, 2017:

The property owner of 191 N. Chester (The First Church of Christ, Scientist), is requesting the rezoning of the property from TZ-1 (Transitional Zone 1) to TZ-2 (Transitional Zone 2) to allow office use. The subject site is located on the west side of N. Chester, with single family homes to the north and office/commercial buildings to the south (Integra Building) and east (McCann Worldgroup Building). The subject property is currently zoned TZ1 (Transitional Zoning), as well as C - Community Use in the Downtown Overlay District, due to its former use as a Church. On September 13, 2017, the Planning Board conducted a public hearing to consider the requested rezoning. After much discussion, the Planning Board voted to recommend approval of the proposed rezoning to the City Commission. The applicant has submitted a letter voluntarily offering to limit the use of the property at 191 N. Chester to office use only should the rezoning to TZ2 be approved. The applicant has also submitted numerous letters of support from the surrounding property owners.

City Planner Ecker continued:

- In 2015, the Commission created TZ1 and TZ3. TZ2 was added in the past year.
- 191 N. Chester was previously zoned as R4 – Residential, and then it was re-zoned to TZ1. TZ3 allowed too many uses on the site.
- Applicant would now like the property re-zoned to TZ2. TZ2 allows uses beyond residential, which are the only uses permitted by TZ1.
- Applicant is looking to keep the exterior of the building, and to re-build the inside as office space.
- A TZ1 designation is residential, and allows for three stories and a height of thirty-five feet. A TZ2 designation allows for more uses, but it only allows for two stories and a height of thirty feet.
- When an applicant applies for re-zoning, they must submit the following information:
 - An explanation of why the re-zoning is necessary for the preservation and enjoyments of the rights of usage commonly associated with property ownership;
 - An explanation of why the existing zoning classification is no longer appropriate;
 - An explanation of why the proposed re-zoning will not be detrimental to the surrounding properties;
 - A land survey.
- The current applicant explained that:
 - The building was determined not to be of interest to any religious institution, and also not tenable for residential adaptation.

- Re-zoning the building for office use would preserve the current building, does not change the character of the neighborhood, and creates less traffic than a possible residential re-use.
- Planning staff performed a review of the application's adherence to existing zoning and Master Planning requirements for the site, an analysis of existing uses of the property within the general area, the suitability of the property in question to the uses permitted under the existing zoning classification, and the general trend of development in the area of the property in question, including any changes that have taken place in the zoning classification.
- This area is considered part of a commercial piece on the edge of downtown, which according to the 1980 Master Plan "should be restricted to office and low intensity commercial use" whenever possible. The currently submitted application is in line with this goal.
 - This area is also zoned according to the Downtown Birmingham 2016 Plan as C – 5 October 16, 2017 Community, which requires the City to retain and enhance the character and vitality of downtown, and make sure new architecture is compatible with old. Keeping the exterior of the building, as proposed in the application, is also in line with this goal.
 - The Zoning Ordinance states that "the purpose of the Zoning Ordinance is to guide the growth and development of the City, in accordance with the goals, objectives, and strategies stated within the Birmingham Future Land Use Plan and the 2016 Plan." The adaptive re-use proposed by the applicant supports the City's growth, development, and re-use, and maintains the character of the neighborhood.
 - Since there is a four-story office building to the south, the McCann Building to the east, and single family residential homes to the north and west, this proposed zoning change could be considered transitional between the high density commercial business district on one side and the single-family low density residential on the other side.
 - With the current TZ1 zoning, the building in question could not be used for a religious institution without a use variance, since it is restricted to residential use.
 - Several changes have occurred to office buildings in the area, and the only rezoning in the area was the change of this building's zoning designation from R4 to TZ1.
- Upon review of the aforementioned information, the Planning Department and the Planning Board recommended that 151 N. Chester be re-zoned from TZ1 to TZ2. The Commission should also consider whether to accept the applicant's offer to restrict the use to office and commercial use only.

City Planner Ecker confirmed for Commissioner Hoff that 151 N. Chester is historical, but is not a historically-designated building, and that the parking would be built out into the basement of the building. City Planner Ecker also confirmed that if this re-zoning is granted, a much larger building could be built in this building's stead later on.

Mayor Nickita explained that conditional zoning is a possibility in order to address concerns of what would be allowed, although the Commission has not taken that route before.

City Attorney Currier confirmed for Commissioner DeWeese that if any further construction were to occur in the future after this re-zoning, the construction would still need to adhere to both the greater zoning and whatever conditional zoning the Commission may apply.

City Planner Ecker confirmed for Mayor Pro Tem Harris that a Special Land Use Permit (SLUP) would be required for this use, and City Attorney Currier confirmed that if the building were to change hands, the conditions of the SLUP would have to be followed or they would need to be amended by the Commission at the request of the new owner.

Mayor Nickita opened the public hearing at 8:12 p.m.

Sam Surnow of the Surnow Company (320 Martin Street) explained that while many possibilities for the building were explored, the conclusion was that the building would need to be torn down in order to adhere to TZ1. The Surnow Company met with the building's neighbors in March to solicit feedback, and the neighborhood overwhelmingly expressed its desire to keep the building. Mr. Surnow explained that:

- Of the 16,000 sq. ft., an estimated 3,000 and 4,000 sq. ft. will be used for parking while the rest of the building is maintained;
- The Surnow Company would be willing to restrict traffic exiting the building so that employees could only make a right onto Chester;
- Fire suppression would be included in the parking lot, the building would be made wheelchair-accessible, and it would be brought up to code.

Mr. Biddison, the architect on this project from Biddison Architecture, explained:

- That the main floor would be maintained as public space, with former mechanical spaces being repurposed as storage for office users;
- The trusses may be changed from the inside into an additional useable level;
- An elevator would be added;
- Some stairs would be re-configured;
- And the windows would be maintained, but the floors would be re-positioned so the windows are at an appropriate height.

Mr. Biddison confirmed for Commissioner DeWeese that the parking lot would include about twelve spaces.

City Planner Ecker confirmed for Commissioner Hoff that:

- The Surnow Company can keep the existing roof lines within TZ2 because the building is grandfathered in, even if they decide to build up into the trusses to create a level.
- If the conditional zoning is not accepted, either a church or food and drink establishment could go into the building with a SLUP.
- The Surnow Company is considering permanent offices, not bistro offices similar to an application submitted by a previous group.

Lauren Stein spoke in support of the proposed project and re-zoning by the Surnow Company.

Susan Martin wholly supported renovating the existing building with the conditional zoning for business use only.

VOTE: Yeas, 7
Nays, 0
Absent, 0

THE JEFFREY

CONSTRICTION COORDINATION

1. **PERMITS & SPECIALTIES:**
- a. **GENERAL CONTRACTOR SHALL OBTAIN A SUBMIT FOR BUILDING PERMIT**
- b. **GENERAL CONTRACTOR SHALL OBTAIN ALL RISK INSURANCE AND ALL CUSTOMARY**
- c. **GENERAL CONTRACTOR FOR COMPENSATION GENERAL LIABILITY, ETC. IS REQUIRED BY**
- d. **OWNERS AND ARCHITECT**
2. **GENERAL CONTRACTOR SHALL PROVIDE PROTECTION OF WORK MATERIALS**
- a. **FURNITURE, ETC. IN LEASED SPACE FROM INJURY OR DAMAGE FROM FEEL, THEFT OR**
- b. **THEFT**
3. **ALL WORK SHALL BE DONE IN COMPLIANCE WITH THE OCCUPATIONAL SAFETY AND HEALTH**
- a. **ACT (OSHA). THE FOLLOWING ARE STRICTLY PROHIBITED WORK PRACTICES:**
- b. **ANY INCOMPATIBLE MATERIALS ABOVE FINISHED CEILING OR ANY NON-SPRINKLED**
- c. **LOCATION**
- d. **ANY CONSTRUCTION WORK, TYPING OR STAMPING ON ANY PART OF THE**
- e. **LANDSCAPE OR STRUCTURE WITHOUT PROPER BARRIERS, WALLS OR ROOF**
- f. **WITHOUT PROPERLY ANCHORED EXISTING FLOOR SLABS, WALLS OR ROOF**
4. **STARTING**
- a. **THE PROJECT, THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING**
- b. **SUPPLEMENT OF THE LANDSCAPE AND/OR LANDSCAPE CONTRACTOR TO DETERMINE IF ANY**
- c. **EXISTING**
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43. **EXISTING**
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THE BUILDING IS PROVIDED WITH A FULL AUTOMATIC FIRE PROTECTION SPRINKLER SYSTEM FIRE SUPPRESSION SYSTEM WHICH WILL BE DESIGNED TO MEET I.B.C. REQUIREMENTS AND CITY OF BIRMINGHAM INSPECTION AND PERMIT APPROVAL. SPRINKLER CONTRACTOR SHALL BE FULLY LICENSED AND BE RESPONSIBLE FOR PREPARATION OF ENGINEERING DRAWING, SUBMISSION OF DRAWINGS TO ALL LOCAL AND STATE AGENCIES FOR APPROVAL AND FOR COORDINATION OF REQUIREMENTS WITH HOME INSURANCE AND TITAN'S INSURANCE CARRIER.

FIRE PROTECTION SYSTEM FOR THE BUILDING IS EQUAL TO ORDINARY HAZARD NFPA 1, NO. 13 CRITERIA WITH ONE (1) 1/2" D. BUILDING SERVICE PROVIDED. PROTECTION BASED ON TENANT WAREHOUSING 12' 0" A.F.P.

BUILDING TO BE EQUIPPED WITH FIRE ALARM SYSTEM PER SPECIFICATIONS PAID FOR BY TENANT AS REQUIRED PER N.J.P.A. 72:2019 BASED ON BUILDING OCCUPANCY.

TYPE 2M FIRE EXTINGUISHERS SHALL BE PROVIDED AND SPACED A MAX. OF 75' APART PER SECTION 906.1 OF THE 2015 INTERNATIONAL FIRE CODE AND / OR BY THE DIRECTION OF THE FIRE MARSHAL.

SCALE: NOT TO SCALE

11. SIGNAGE INDICATING ACCESSIBILITY PROVISIONS SHALL BE PROVIDED AT EACH DOOR TO AN EXIT DISCHARGE. A TACTILE SIGN STATING EXIT AND COMPLYING WITH ICC/ANSI A117.1-2009 SHALL BE PLACED ADJACENT TO THE DOOR. PLEASE REFER TO SHEET A-601 FOR ADDITIONAL INFORMATION AND LOCATION

ZONING SPECIAL LAND USE PERMIT	Issued for	08.29.17 01.15.18
	Project no.	1997-17
	Sheet no.	T 101



PROJECT
The Jeffrey

CLIENT
Chester Street Partners, LLC
200 Martin St., Suite 100
Birmingham, MI 48009
Contact: Sam Surnow
248.877.4000 - Phone

PROJECT LOCATION
Part of the SW 1/4 of Section 25, Township 36N, Range 4E, City of Birmingham, Oakland County, Michigan

MAJOR
Preliminary Engineering
Site Plan



REVISIONS
DATE: 11-18-18
BY: [Signature]
DESCRIPTION: [Text]

DESIGNED BY
K. Johnson

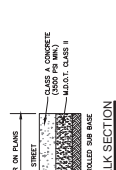
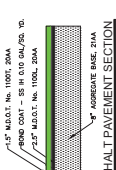
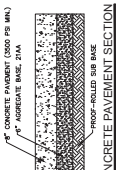
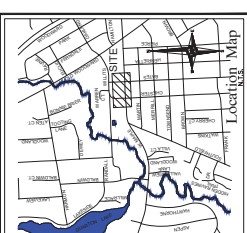
CHECKED BY
B. Brinkley

DATE
January 4, 2018

SCALE
1" = 20'

SHEET NO.
K190

SPI



GENERAL PAVING NOTES

1. THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS SHALL BE MAINTAINED.

2. PORTLAND CEMENT, TYPE I (OR EQUIVALENT) WITH A MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.

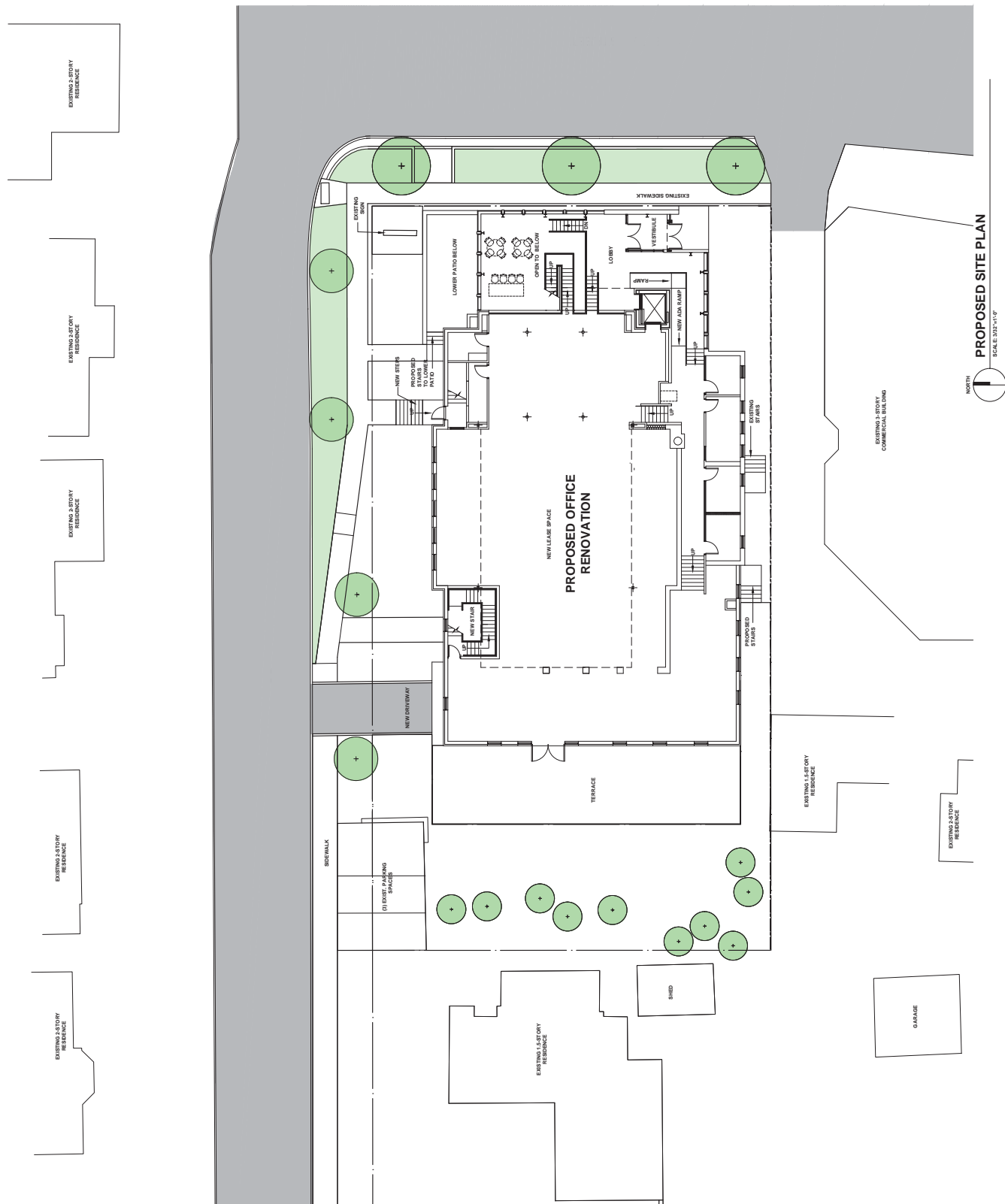
3. BASE COURSE SHALL BE 4\"/>

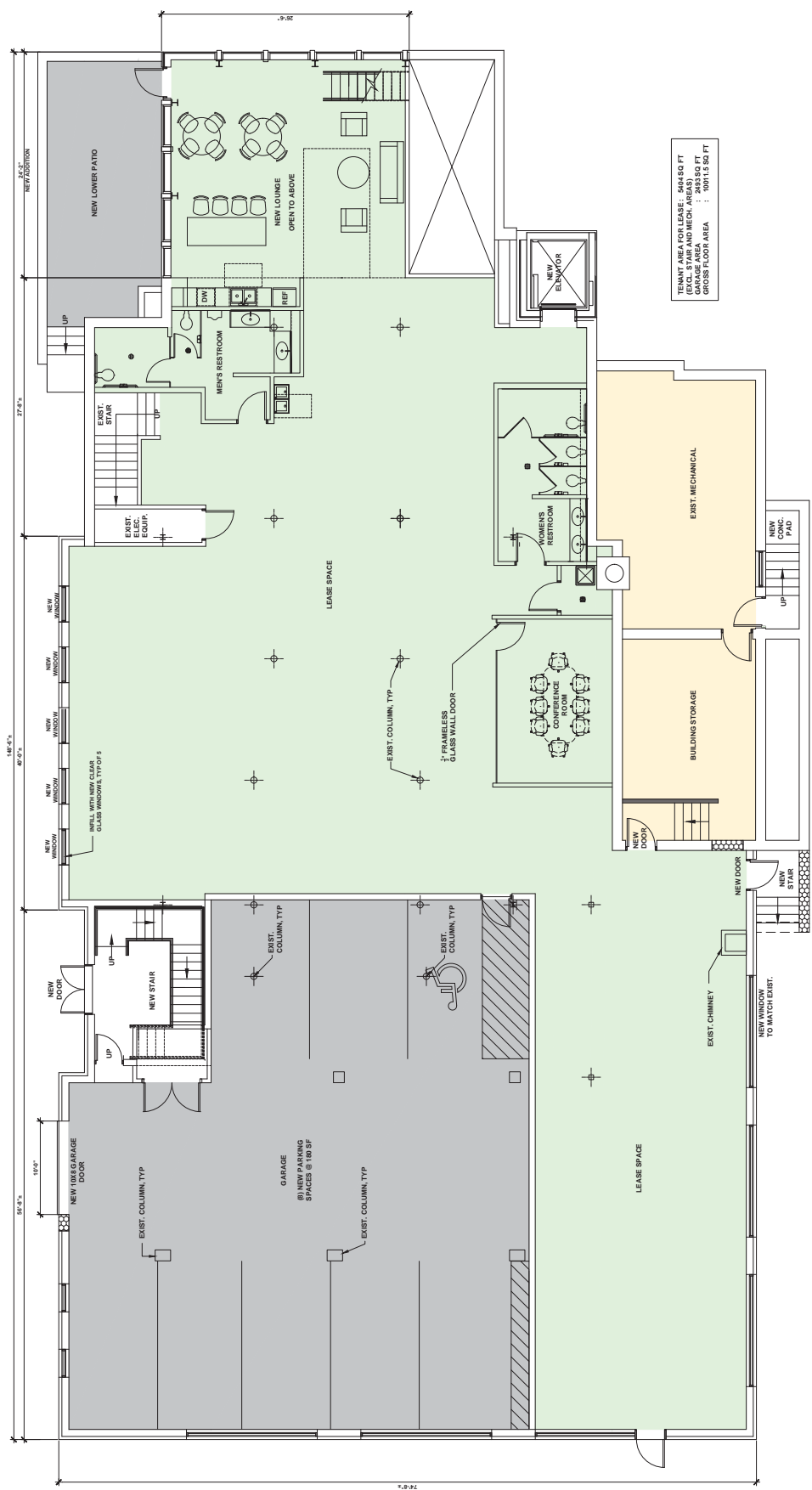


1. THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS SHALL BE MAINTAINED.

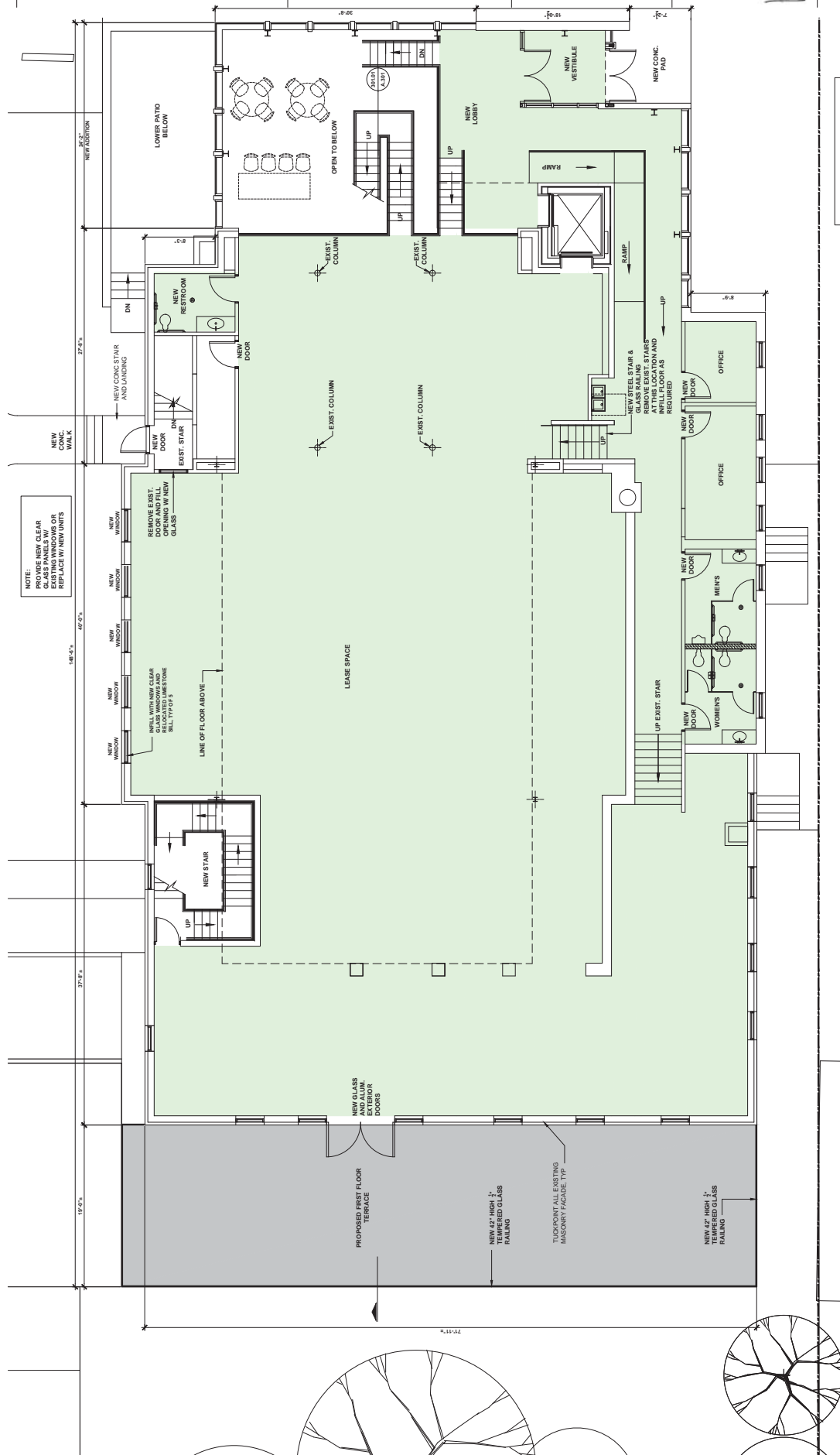
2. PORTLAND CEMENT, TYPE I (OR EQUIVALENT) WITH A MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.

3. BASE COURSE SHALL BE 4\"/>





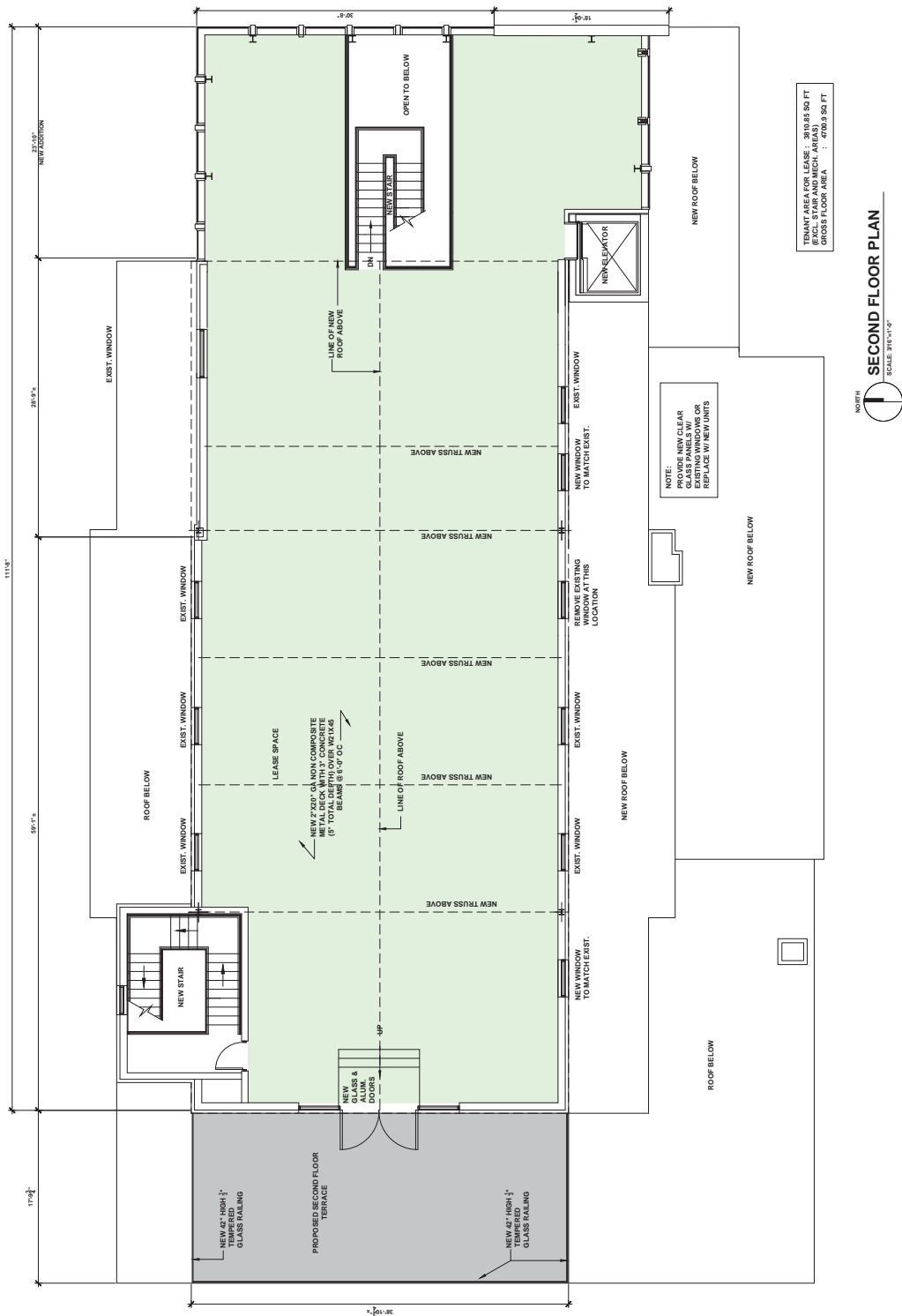
LOWER LEVEL FLOOR PLAN
SCALE: 3/16"=1'-0"
NORTH



TENANT AREA FOR LEASE: 7278.2 SQ FT
(EXCL. STAIR AND MECH. AREAS)
GROSS FLOOR AREA : 8899.88 SQ FT

FIRST FLOOR PLAN

FIRST FLOOR PLAN





PROPOSED BUILDING RENOVATION FOR:
THE JEFFREY

191 N Chester St
Birmingham, Michigan 48009

SPECIAL LAND USE
PERMIT
01 15.18

PROPOSED ELEVATIONS



1997.17

A.201

PROPOSED EAST ELEVATION

201.02
A.201

NOTE:



PROPOSED NORTH ELEVATION

201.01
A.201

NOTE:



EXIST. BRICK - PAINT
EXIST. PARKING SPACES

NOTE:
● INDICATES NEW WINDOWDOOR

202.00
A.202
PROPOSED WEST ELEVATION
SCALE 3/16"=1'-0"

Project title
PROPOSED BUILDING RENOVATION FOR
THE JEFFREY

191 N Greiner St
Birmingham, Michigan 48009



NEW STANDING SEAM
METAL ROOF

NEW 1/2" TEMPERED
GLASS WINDOW SET
IN ALUM. SHOE

NEW 1/2" TEMPERED
GLASS WINDOW SET
IN ALUM. SHOE

NEW METAL PANELS

SPECIAL LAND USE
PERMIT

01.15.18

NEW BRICK
WALL

NEW BRICK
ELEVATOR SHAFT

NEW ALUM. CLEAR
GLAZING

NEW METAL CANOPY

PROPOSED
ELEVATIONS

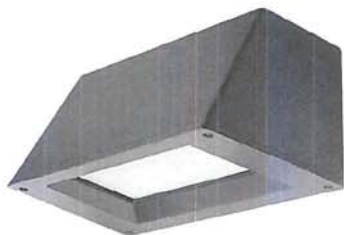


PROJECT NO.
1997.17

202.01
A.202
PROPOSED SOUTH ELEVATION
SCALE 3/16"=1'-0"

NOTE:
● INDICATES NEW WINDOWDOOR

SHEET NO.
A.202



WST LED

Architectural Wall Sconce



Catalog
Number

Notes

Type

Specifications

Luminaire

Height: 8-1/2"
(21.59 cm)

Width: 17"
(43.18 cm)

Depth: 10-3/16"
(25.9 cm)

Weight: 20 lbs
(9.1 kg)

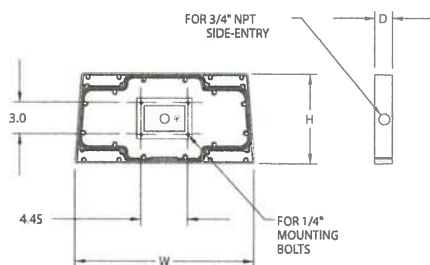


Optional Back Box (PBBW)

Height: 4"
(10.2 cm)

Width: 5-1/2"
(14.0 cm)

Depth: 1-1/2"
(3.8 cm)

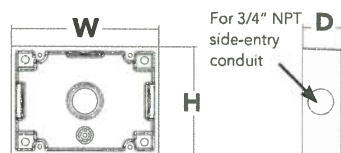


Optional Back Box (BBW)

Height: 4"
(10.2 cm)

Width: 5-1/2"
(14.0 cm)

Depth: 1-1/2"
(3.8 cm)



A+ Capable Luminaire

This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and system-level interoperability.

- All configurations of this luminaire meet the Acuity Brands' specification for chromatic consistency
- This luminaire is A+ Certified when ordered with DTL® controls marked by a shaded background. DTL DLL equipped luminaires meet the A+ specification for luminaire to photocontrol interoperability¹
- This luminaire is part of an A+ Certified solution for ROAM® or XPoint™ Wireless control networks, providing out-of-the-box control compatibility with simple commissioning, when ordered with drivers and control options marked by a shaded background¹

To learn more about A+, visit www.acuitybrands.com/aplus.

See ordering tree for details.

A+ Certified Solutions for ROAM require the order of one ROAM node per luminaire. Sold Separately: [Link to Roam](#); [Link to DTL DLL](#)





A+ Capable options indicated
by this color background.

Ordering Information

EXAMPLE: WST LED P1 40K VF MVOLT DDBTXD

WST LED							
Series	Performance Package	Color temperature	Distribution	Voltage	Mounting		
WST LED	P1 1,500 Lumen package	27K 2700 K	VF Visual comfort forward throw	MVOLT ¹ 277 ²	Shipped included (blank) Surface mounting bracket Shipped separately BBW Surface-mounted back box ⁸ PBBW Premium surface-mounted back box ^{3,4}		
	P2 3,000 Lumen package	30K 3000 K	VW Visual comfort wide	120 ² 347 ²			
	P3 6,000 Lumen package	40K 4000 K		208 ² 480 ²			
		50K 5000 K		240 ²			

Options				Finish (required)	
PE	Photoelectric cell, button type ⁵	E7WC	Emergency battery backup, Non CEC compliant (cold, 7W) ^{10,11}	DDBXD	Dark bronze
PER	NEMA twist-lock receptacle only (controls ordered separate) ⁶	E7WHR	Remote emergency battery backup, Non CEC compliant (remote 7W) ^{10,12}	DBLXD	Black
PER5	Five-wire receptacle only (controls ordered separate) ⁶	E20WH	Emergency battery pack 18W constant power, CEC compliant ¹³	DNAXD	Natural aluminum
PER7	Seven-wire receptacle only (controls ordered separate) ⁶	E20WC	Emergency battery pack -20°C 18W constant power, CEC compliant ^{13,14}	DWHXD	White
PIR	Motion/Ambient Light Sensor, 8-15' mounting height ⁸	E23WHR	Remote emergency battery backup, Non CEC compliant (remote 20W) ^{13,15}	DSSXD	Sandstone
PIR1FC3V	Motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc ¹⁶	LCE	Left side conduit entry ¹⁴	DDBTXD	Textured dark bronze
PIRH	180° motion/ambient light sensor, 15-30' mounting height ¹⁸	RCE	Right side conduit entry ¹⁴	DBLBXD	Textured black
PIRH1FC3V	Motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc ¹⁶	Shipped separately		DNATXD	Textured natural aluminum
SF	Single fuse (120, 277, 347V) ²	RBPW	Retrofit back plate ³	DWHGXD	Textured white
DF	Double fuse (208, 240, 480V) ²	VG	Vandal guard ¹⁵	DSSTXD	Textured sandstone
DS	Dual switching ⁹	WG	Wire guard ¹⁵		
E7WH	Emergency battery backup, Non CEC compliant (7W) ¹⁰				

Accessories

Ordered and shipped separately

WSTVCPBBW DDBXD U	Premium Surface - mounted back box
WSSBW DDBTX U	Surface - mounted back box
RBPW DDBXD U	Retrofit back plate

NOTES

- MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
- Single fuse (SF) requires 120V, 277V or 347V. Double fuse (DF) requires 208V, 240V or 480V.
- Also available as a separate accessory; see accessories information.
- Top conduit entry standard.
- Need to specify 120, 208, 240 or 277 voltage.
- Photocell ordered and shipped as a separate line item from Acuity Brands Controls. Shorting Cap included.
- Not available with VG or WG. See PER Table.

- Reference Motion Sensor table.
- Not available with Emergency options, PE or PER options.
- Not available with 347/480V.
- Battery pack rated for -20° to 40°C.
- Comes with PBBW.
- Warranty period is 3-years.
- Not available with BBW.
- Must order with fixture; not an accessory.

Emergency Battery Operation

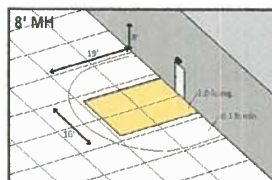
The emergency battery backup is integral to the luminaire — no external housing required! This design provides reliable emergency operation while maintaining the aesthetics of the product.

All emergency backup configurations include an independent secondary driver with an integral relay to immediately detect AC power loss, meeting interpretations of NFPA 70/NEC 2008 - 700.16

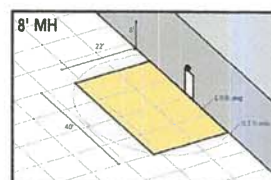
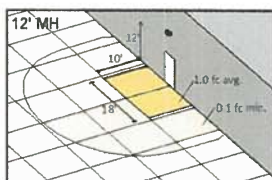
The emergency battery will power the luminaire for a minimum duration of 90 minutes (maximum duration of three hours) from the time supply power is lost, per International Building Code Section 1006 and NFPA 101 Life Safety Code Section 7.9, provided luminaires are mounted at an appropriate height and illuminate an open space with no major obstructions.

The examples below show illuminance of 1 fc average and 0.1 fc minimum of the P1 power package and VF distribution product in emergency mode.

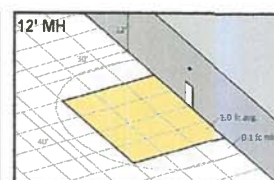
10' x 10' Gridlines
8' and 12' Mounting Height



WST LED P1 27K VF MVOLT E7WH



WST LED P2 40K VF MVOLT E20WH



Performance Data

Lumen Ambient Temperature (LAT) Multipliers

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

Ambient		Lumen Multiplier
0°C	32°F	1.03
10°C	50°F	1.02
20°C	68°F	1.01
25°C	77°F	1.00
30°C	86°F	0.99
40°C	104°F	0.98

Projected LED Lumen Maintenance

Values calculated according to IESNA TM-21-11 methodology and valid up to 40°C.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance Factor	1.0	>0.95	>0.92	>0.87

Electrical Load

Performance package	System Watts	Current (A)					
		120	208	240	277	347	480
P1	11	0.1	0.06	0.05	0.04	—	—
	14	—	—	—	—	0.04	0.03
P1 DS	14	0.12	0.07	0.06	0.06	—	—
	25	0.21	0.13	0.11	0.1	—	—
P2	25	—	—	—	—	0.09	0.06
	30	0.21	0.13	0.11	0.1	—	—
P2 DS	25	0.21	0.13	0.11	0.1	—	—
	50	0.42	0.24	0.21	0.19	—	—
P3	56	—	—	—	—	0.16	0.12
	52	0.43	0.26	0.23	0.21	—	—

Motion Sensor Default Settings

Option	Dimmed State	High Level (when triggered)	Photocell Operation	Ramp-up Time	Dwell Time	Ramp-down Time
*PIR or PIRH	3V (37%) Output	10V (100%) Output	Enabled @ 5FC	3 sec	5 min	5 min
PIR1FC3V or PIRH1FC3V	3V (37%) Output	10V (100%) Output	Enabled @ 1FC	3 sec	5 min	5 min

*for use with centrize Dusk to Dawn

PER Table

Control	PER (3 wire)	PER5 (5 wire)			PER7 (7 wire)		
			Wire 4/Wire5		Wire 4/Wire5	Wire 6/Wire7	
Photocontrol Only (On/Off)	✓	⚠	Wired to dimming leads on driver	⚠	Wired to dimming leads on driver	Wires Capped inside fixture	
ROAM	✗	✓	Wired to dimming leads on driver	⚠	Wired to dimming leads on driver	Wires Capped inside fixture	
ROAM with Motion	✗	⚠	Wired to dimming leads on driver	⚠	Wired to dimming leads on driver	Wires Capped inside fixture	
Futureproof*	✗	⚠	Wired to dimming leads on driver	✓	Wired to dimming leads on driver	Wires Capped inside fixture	
Futureproof* with Motion	✗	⚠	Wired to dimming leads on driver	✓	Wired to dimming leads on driver	Wires Capped inside fixture	

- ✓ Recommended
- ✗ Will not work
- ⚠ Alternate

*Futureproof means: Ability to change controls in the future.

Lumen Output

Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown, within the tolerances allowed by Lighting Facts.

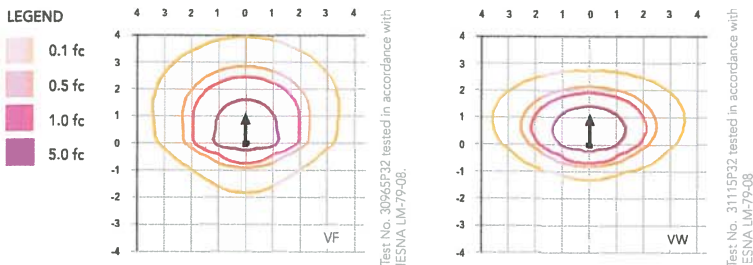
Performance Package	System Watts (MVOLTI)	Dist. Type	27K (2700K, 70 CRI)					30K (3000K, 70 CRI)					40K (4000K, 70 CRI)					50K (5000K, 70 CRI)				
			Lumens	B	U	G	LPW	Lumens	B	U	G	LPW	Lumens	B	U	G	LPW	Lumens	B	U	G	LPW
			VF	VW	VF	VW	VF	VW	VF	VW	VF	VW	VF	VW	VF	VW	VF	VW	VF	VW	VF	VW
P1	12W	VF	1,494	0	0	0	125	1,529	0	0	0	127	1,639	0	0	0	137	1,639	0	0	0	137
			1,513	0	0	0	126	1,548	0	0	0	129	1,659	0	0	0	138	1,660	0	0	0	138
P2	25W	VF	3,163	1	0	1	127	3,237	1	0	1	129	3,469	1	0	1	139	3,468	1	0	1	139
			3,201	1	0	0	128	3,276	1	0	0	131	3,512	1	0	0	140	3,512	1	0	0	140
P3	50W	VF	6,025	1	0	1	121	6,165	1	0	1	123	6,609	1	0	1	132	6,607	1	0	1	132
			6,098	1	0	1	122	6,240	1	0	1	125	6,689	1	0	1	134	6,691	1	0	1	134



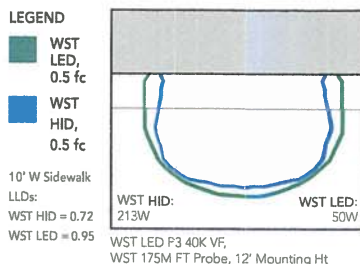
Photometric Diagrams

To see complete photometric reports or download .ies files for this product, visit Lithonia Lighting's [WST LED homepage](#).

Isofootcandle plots for the WST LED P3 40K VF and VW. Distances are in units of mounting height (10').



Distribution overlay comparison to 175W metal halide.



FEATURES & SPECIFICATIONS

INTENDED USE

The classic architectural shape of the WST LED was designed for applications such as hospitals, schools, malls, restaurants, and commercial buildings. The long life LEDs and driver make this luminaire nearly maintenance-free.

CONSTRUCTION

The single-piece die-cast aluminum housing integrates secondary heat sinks to optimize thermal transfer from the internal light engine heat sinks and promote long life. The driver is mounted in direct contact with the casting for a low operating temperature and long life. The die-cast door frame is fully gasketed with a one-piece solid silicone gasket to keep out moisture and dust, providing an IP65 rating for the luminaire.

FINISH

Exterior parts are protected by a zinc-infused Super Durable TGIC thermoset powder coat finish that provides superior resistance to corrosion and weathering. A tightly controlled multi-stage process ensures a minimum 3 mils thickness for a finish that can withstand extreme climate changes without cracking or peeling. Standard Super Durable colors include dark bronze, black, natural aluminum, sandstone and white. Available in textured and non-textured finishes.

OPTICS

Well crafted reflector optics allow the light engine to be recessed within the luminaire, providing visual comfort, superior distribution, uniformity, and spacing in wall-mount applications. The WST LED has zero uplight and qualifies as a Nighttime Friendly™ product, meaning it is consistent with the LEED® and Green Globes™ criteria for eliminating wasteful uplight.

ELECTRICAL

Light engine(s) consist of 98 high-efficacy LEDs mounted to a metal core circuit board and integral aluminum heat sinks to maximize heat dissipation and promote long life (100,000 hrs at 40°C, L87). Class 2 electronic driver has a power factor >90%, THD <20%. Easily-serviceable surge protection device meets a minimum Category B (per ANSI/IEEE C62.41.2).

INSTALLATION

A universal mounting plate with integral mounting support arms allows the fixture to hinge down for easy access while making wiring connections.

LISTINGS

CSA certified to U.S. and Canadian standards. Luminaire is IP65 rated. PIR and back box options are rated for wet location. Rated for -30°C to 40°C ambient.

DesignLights Consortium® (DLC) Premium qualified product. Not all versions of this product may be DLC Premium qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.


WARRANTY

5-year limited warranty. Complete warranty terms located at: www.acuitybrands.com/CustomerResources/Terms_and_conditions.aspx.

Note: Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.



[illegible]


 LITMINDA
 Engineering Education
 Engineering Education

Course Information

EXAMPLE: W17 14X19 AISC 360 DESIGN

STEP	DESIGN	ASSUMPTIONS	PROPERTIES	DESIGN
1	W17 14X19	1. AISC 360-10	1. AISC 360-10	1. AISC 360-10
2	W17 14X19	2. AISC 360-10	2. AISC 360-10	2. AISC 360-10
3	W17 14X19	3. AISC 360-10	3. AISC 360-10	3. AISC 360-10
4	W17 14X19	4. AISC 360-10	4. AISC 360-10	4. AISC 360-10
5	W17 14X19	5. AISC 360-10	5. AISC 360-10	5. AISC 360-10
6	W17 14X19	6. AISC 360-10	6. AISC 360-10	6. AISC 360-10
7	W17 14X19	7. AISC 360-10	7. AISC 360-10	7. AISC 360-10
8	W17 14X19	8. AISC 360-10	8. AISC 360-10	8. AISC 360-10
9	W17 14X19	9. AISC 360-10	9. AISC 360-10	9. AISC 360-10
10	W17 14X19	10. AISC 360-10	10. AISC 360-10	10. AISC 360-10
11	W17 14X19	11. AISC 360-10	11. AISC 360-10	11. AISC 360-10
12	W17 14X19	12. AISC 360-10	12. AISC 360-10	12. AISC 360-10
13	W17 14X19	13. AISC 360-10	13. AISC 360-10	13. AISC 360-10
14	W17 14X19	14. AISC 360-10	14. AISC 360-10	14. AISC 360-10
15	W17 14X19	15. AISC 360-10	15. AISC 360-10	15. AISC 360-10
16	W17 14X19	16. AISC 360-10	16. AISC 360-10	16. AISC 360-10
17	W17 14X19	17. AISC 360-10	17. AISC 360-10	17. AISC 360-10
18	W17 14X19	18. AISC 360-10	18. AISC 360-10	18. AISC 360-10
19	W17 14X19	19. AISC 360-10	19. AISC 360-10	19. AISC 360-10
20	W17 14X19	20. AISC 360-10	20. AISC 360-10	20. AISC 360-10
21	W17 14X19	21. AISC 360-10	21. AISC 360-10	21. AISC 360-10
22	W17 14X19	22. AISC 360-10	22. AISC 360-10	22. AISC 360-10
23	W17 14X19	23. AISC 360-10	23. AISC 360-10	23. AISC 360-10
24	W17 14X19	24. AISC 360-10	24. AISC 360-10	24. AISC 360-10
25	W17 14X19	25. AISC 360-10	25. AISC 360-10	25. AISC 360-10
26	W17 14X19	26. AISC 360-10	26. AISC 360-10	26. AISC 360-10
27	W17 14X19	27. AISC 360-10	27. AISC 360-10	27. AISC 360-10
28	W17 14X19	28. AISC 360-10	28. AISC 360-10	28. AISC 360-10
29	W17 14X19	29. AISC 360-10	29. AISC 360-10	29. AISC 360-10
30	W17 14X19	30. AISC 360-10	30. AISC 360-10	30. AISC 360-10
31	W17 14X19	31. AISC 360-10	31. AISC 360-10	31. AISC 360-10
32	W17 14X19	32. AISC 360-10	32. AISC 360-10	32. AISC 360-10
33	W17 14X19	33. AISC 360-10	33. AISC 360-10	33. AISC 360-10
34	W17 14X19	34. AISC 360-10	34. AISC 360-10	34. AISC 360-10
35	W17 14X19	35. AISC 360-10	35. AISC 360-10	35. AISC 360-10
36	W17 14X19	36. AISC 360-10	36. AISC 360-10	36. AISC 360-10
37	W17 14X19	37. AISC 360-10	37. AISC 360-10	37. AISC 360-10
38	W17 14X19	38. AISC 360-10	38. AISC 360-10	38. AISC 360-10
39	W17 14X19	39. AISC 360-10	39. AISC 360-10	39. AISC 360-10
40	W17 14X19	40. AISC 360-10	40. AISC 360-10	40. AISC 360-10
41	W17 14X19	41. AISC 360-10	41. AISC 360-10	41. AISC 360-10
42	W17 14X19	42. AISC 360-10	42. AISC 360-10	42. AISC 360-10
43	W17 14X19	43. AISC 360-10	43. AISC 360-10	43. AISC 360-10
44	W17 14X19	44. AISC 360-10	44. AISC 360-10	44. AISC 360-10
45	W17 14X19	45. AISC 360-10	45. AISC 360-10	45. AISC 360-10
46	W17 14X19	46. AISC 360-10	46. AISC 360-10	46. AISC 360-10
47	W17 14X19	47. AISC 360-10	47. AISC 360-10	47. AISC 360-10
48	W17 14X19	48. AISC 360-10	48. AISC 360-10	48. AISC 360-10
49	W17 14X19	49. AISC 360-10	49. AISC 360-10	49. AISC 360-10
50	W17 14X19	50. AISC 360-10	50. AISC 360-10</	


Plan View
Scale - 1" = 10ft

[illegible]

Statistics		AggMax					
	Description	Symbol	Avg	Max	Min	MaxMin	AggMin
	East Property line @ 6' AFG	✗	0.0%	0.4%	0.0%	N/A	N/A
	North Property line @ 6' AFG	✗	0.2%	0.5%	0.0%	N/A	0.1%
	South Property line @ 6' AFG	✗	0.1%	0.6%	0.0%	N/A	0.2%
	West Property line @ 6' AFG	✗	0.0%	0.6%	0.0%	N/A	N/A

Symbol		Manufacturer		Rating/Voltage	Description	Lamp	Number Lamps	Power/Watt	Lumens per Lamp	Life, h	Voltage	Max/Min Height
A		2	Sylvania Sylvania Sylvania	120 V, 150 W, 150 W, 150 W	150 W, 150 W, 150 W, 150 W	150	1	150 W, 150 W, 150 W, 150 W	1500	10,000	120 V	12.42'
					150 W, 150 W, 150 W, 150 W	150	1	150 W, 150 W, 150 W, 150 W	1500	10,000	120 V	12.42'
					150 W, 150 W, 150 W, 150 W	150	1	150 W, 150 W, 150 W, 150 W	1500	10,000	120 V	12.42'
B		2	Sylvania	120 V, 150 W, 150 W, 150 W	150 W, 150 W, 150 W, 150 W	150	1	150 W, 150 W, 150 W, 150 W	1500	10,000	120 V	12.42'
C		2	Sylvania	120 V, 150 W, 150 W, 150 W	150 W, 150 W, 150 W, 150 W	150	1	150 W, 150 W, 150 W, 150 W	1500	10,000	120 V	12.42'


City of Birmingham

Make-up Name	Make-up Icon	Transmittance		Reflectance			U-Value		R-Value	Solar Heat Gain Coefficient (SHGC)
		Visible (τ _v %)	Solar (τ _e %)	Visible		Solar	Winter Night (Btu/hr-ft²·F)	Summer Day (Btu/hr-ft²·F)		
				ρ _v % out	ρ _v % in	ρ _e % out				
Default Make-up 01		80	67	15	15	13	0.47	0.50	2.11	0.74

Calculation Standard: NFRC 2010

Default Make-up 01

Outdoors

GLASS 1	Clear (North America)		#1 -----
	Thickness = 1/4" = 6mm		#2 -----
GAP 1		100% Air, 1/2" = 12.7 mm	
GLASS 2	Clear (North America)		#3 -----
	Thickness = 1/4" = 6mm		#4 -----

Total Unit (Nominal) = 1 in / 24.7 mm

Slope = 90°

Window Height = 1 meter

Estimated Nominal Glazing Weight: 5.75 lb/ft²

Indoors

Important Notes

The performance values shown above represent NOMINAL VALUES for the center of glass with no spacer system or framing. Slight variations may occur due to manufacturing tolerances, point of manufacture, and type of instrumentation used to measure the optical properties. For configurations that include non-specular (diffuse) components, performance results cannot be verified and should only be used as a general indication of performance. For configurations which include ceramic frit coating, the actual values may vary significantly based upon the thickness and composition of the frit. For configurations with coatings laminated facing the PVB, there may be a noticeable color change. Guardian recommends a full size mock-up be approved. Calculations and terms in this report are based on NFRC 2010.

Please note that the THERMAL STRESS GUIDELINE is only a rough reference to the thermal safety of a glazing. Other factors such as the size of glass areas, shapes and patterns, glass thickness, glass damaged during shipping, handling or installation, orientation of the building, exterior shading, overhangs/fins that reduce wind speed, and areas with high daily temperature fluctuations can all increase the probability of thermal breakage. The results shown are not for any specific glazing installation and do not constitute a warranty against glass breakage.

Explanation of Terms

% Transmittance Visible or Light Transmittance (τ_v %) is the percentage of visible light at normal incidence (90° to surface) that is transmitted by the glass.

% Ultraviolet (UV) Transmittance (τ_{uv} %) is the percentage of ultraviolet light at normal incidence directly transmitted by the glass. Ultraviolet Light is defined as radiant energy from the sun having a wavelength range of 300 nm to 380 nm.

% Solar Energy Direct Transmittance (τ_e %) is the percentage of solar energy at normal incidence directly transmitted by the glass. Solar Energy is the radiant energy from the sun having a wavelength range of 300 nm to 2500 nm.

% Reflectance Visible Outdoors or Light Reflectance Out (ρ_v % out) is the percentage of visible light at normal incidence directly reflected by the glass back outdoors.

% Reflectance Visible Indoors or Light Reflectance In (ρ_v % in) is the percentage of visible light at normal incidence directly reflected by the glass back indoors.

% Solar Energy Reflected Outdoors or Solar Direct Reflectance Out (ρ_e % out) is the percentage of solar energy at normal incidence directly reflected by the glass back outdoors.

% Solar Energy Reflected Indoors or Solar Direct Reflectance In (ρ_e % in) is the percentage of solar energy at normal incidence directly reflected by the glass back indoors.

Absorptance (α_e %) (Solar, Visible or UV) is defined as a process in which a range of radiation is retained by a substance and converted into heat energy. The creation of heat energy also causes the substance to emit its own radiation.

U-Factor or U-Value (U_G) is the air-to-air thermal conductance of 39" high glazing and associated air films. US Standard units are Btu/hr.ft².F. and SI / Metric units are W/m²K. Winter night values are 12.3 mph wind at -0.4°F outdoors and 69.8°F still indoor air. Summer values are 0 sun, 6.15 mph wind at 89.6°F outdoors and 75.2°F still indoor air.

Relative Heat Gain (RHG) is the total net heat gain to the indoors due to both the air-to-air thermal conductance and the solar heat gain. Imperial units are Btu/hr.ft². $RHG = [(Summer\ U-Value)(89.6^\circ F - 75.2^\circ F) + (Shading\ Coefficient)(200\ Btu/hr-ft^2)]$. Metric units are W/m². $RHG = [(Summer\ U-Value)(32^\circ C - 24^\circ C) + (Shading\ Coef.)(631\ W/m^2)]$

Shading Coefficient (SC) is the fraction of solar heat, direct (300 to 2500 nm) plus indirect (5 to 40 μ m), transferred indoors through the glass. For reference, 1/8" (3.1 mm) clear glass has a value of 1.00 (SC is an older term being replaced by the SHGC).

Solar Heat Gain Coefficient (SHGC) is the fraction of solar energy incident on the glazing that is transferred indoors both directly and indirectly through the glazing. The direct gain portion equals the direct solar transmittance, while the indirect is the fraction of the solar energy absorbed to the energy reradiated and convected indoors. No heat gain from warmer outdoor air is included. $SHGC = (Direct\ Solar\ Trans) + \{[(Indirect\ Solar\ Heat\ Gain) - (Summer\ U-Value)(89.6^\circ F - 75.2^\circ F)] / (248.209\ Btu/hr-ft^2)\}$

Light-to-Solar Gain (LSG) is the ratio of visible light gain to solar gain. $LSG = (Visible\ Transmittance) / (SHGC)$

Color Rendering Index in transmission, D65 (R_a) is the change in color of an object as a result of the light being transmitted by the glass.

Weighted Sound Reduction Index (R_w) is a single-number quantity which characterizes the airborne sound insulation of a material or building element over a range of frequencies.

Sound Transmission Class (STC) is a single-number quantity which characterizes the airborne sound insulation of a material or building element over a range of frequencies.

Disclaimer

This performance analysis is provided for the limited purpose of assisting the user in evaluating the performance of the glass products identified on this report. Spectral data for products manufactured by Guardian reflect nominal values derived from typical production samples. Spectral data for products not manufactured by Guardian were derived from the LBNL International Glazing Database and have not been independently verified by Guardian. The values calculated by this tool are generated according to established engineering practices and applicable calculation standards. Many factors may affect glass performance, including glass size, building orientation, shading, wind speed, type of installation, and others. The applicability and results of the analysis are directly related to user inputs and any changes in actual conditions can have a significant effect on the results. It is possible to create many different glazing types and glass make-ups using this tool. Guardian makes no guarantee that any glazing modeled by the tool is available from Guardian or any other manufacturer. The user has the responsibility to check with the manufacturer regarding availability of any glass type or make-up. While Guardian has made a good faith effort to verify the reliability of this tool, it may contain unknown programming errors that could result in incorrect results. The user assumes all risk relating to the results provided by the tool and is solely responsible for selection of appropriate products for the user's application. GUARDIAN MAKES NO EXPRESS OR IMPLIED WARRANTY OF ANY KIND WITH RESPECT TO THE PERFORMANCE CALCULATOR. THERE ARE NO WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE PERFORMANCE CALCULATOR AND NO WARRANTY SHALL BE IMPLIED BY OPERATION OF LAW OR OTHERWISE. IN NO EVENT SHALL GUARDIAN BE LIABLE FOR DIRECT, INDIRECT, SPECIAL, CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY KIND RELATING TO OR RESULTING FROM USE OF THE PERFORMANCE CALCULATOR.

Program Version: 4.1.0.6167
Database Version: 20180118



MEMORANDUM

Planning Division

DATE: February 6, 2018

TO: Joseph A. Valentine, City Manager

FROM: Matthew Baka, Senior Planner

APPROVED: Jana L. Ecker, Planning Director

SUBJECT: To set a Public Hearing for Final Site Plan & Special Land Use Permit Amendment at 33588 Woodward – Shell Gas Station

The subject property at 33588 Woodward is located in the B2B General Business zone district. The B2B zone lists gasoline service station as a permitted use requiring a Special Land Use Permit (SLUP). The applicant was approved for a SLUP by the City Commission on September 22, 2014. The applicant is now requesting an amendment to the existing SLUP to allow them to construct a small addition to the building to allow for a new accessible bathroom. On January 24, 2018, the Planning Board conducted a public hearing to discuss a request by the applicant to construct the addition. The Planning Board voted unanimously to recommend approval of the Final Site Plan and Design and the Special Land Use Permit to the City Commission with the following conditions:

1. Confirm that the ice and propane storage units do not exceed 4'; and
2. Comply with the requests of City Departments.

Thus, the Planning Division requests that the City Commission set a public hearing date for **March 12, 2018** to consider approval of the Final Site Plan and Design and a Special Land Use Permit Amendment to allow the addition of a new bathroom to the existing Shell gasoline station. Please find attached the staff report presented to the Planning Board, along with the relevant plans and supporting documents.

SUGGESTED ACTION:

To set a public hearing date for March 12, 2018 to consider the Final Site Plan & Design and a Special Land Use Permit Amendment at 33588 Woodward to allow the addition of a new accessible bathroom to the existing Shell gasoline service station.

**33588 WOODWARD
SHELL GASOLINE SERVICE STATION/DUNKIN DONUTS
SPECIAL LAND USE PERMIT AMENDMENT
MARCH 12, 2018**

WHEREAS, the Shell gasoline station with a convenience store and a Dunkin Donuts store was granted a Special Land Use Permit on September 22, 2014,

WHEREAS, B5 Investment LLC has now applied for a Special Land Use Permit Amendment, to construct a new accessible bathroom addition on site at 33588 Woodward,

WHEREAS, The land for which the Special Land Use Permit is sought is located at the southeast corner of Woodward Ave. and Chapin Ave.,

WHEREAS, The land is zoned B-2B General Business, which permits a gasoline service station with a convenience store with a Special Land Use Permit,

WHEREAS, Article 7, section 7.34 of Chapter 126, Zoning, requires a Special Land Use Permit to be considered and acted upon by the Birmingham City Commission, after receiving recommendations on the site plan and design from the Planning Board for the proposed Special Land Use,

WHEREAS, The applicant now requests a Special Land Use Permit Amendment to allow for the construction of a new bathroom addition, such application having been filed pursuant to Article 7, section 7.34 of Chapter 126, Zoning of the City Code,

WHEREAS, The Planning Board reviewed the proposed Special Land Use Permit Amendment on January 24, 2018 at which time the Planning Board voted to recommend approval of the Final Site Plan and SLUP to the City Commission with the following conditions:

1. Confirm that the ice and propane storage units do not exceed 4'; and
2. Comply with the requests of City Departments.

WHEREAS, The applicant has agreed to comply with all conditions for approval as recommended by the Planning Board on January 24, 2018,

WHEREAS, The Birmingham City Commission has reviewed the B5 Investments LLC Special Land Use Permit application as well as the standards for such review as set forth in Article 7, section 7.34 of Chapter 126, Zoning of the City Code,

BE IT FURTHER RESOLVED, The Birmingham City Commission finds the standards imposed on B5 Investments LLC under the City Code have been met, subject to the conditions below and B5 Investments LLC's application for a Special Land Use Permit Amendment to construct a new accessible bathroom to the existing a gasoline service station, convenience store and Dunkin Donuts store on site at 33588 Woodward, is hereby approved, subject to the attached site plan, and subject to the following conditions:

1. Confirm that the ice and propane storage units do not exceed 4'; and

2. Comply with the requests of City Departments.

BE IT FURTHER RESOLVED, That failure to comply with any of the above conditions shall result in termination of the Special Land Use Permit.

BE IT FURTHER RESOLVED, Except as herein specifically provided, the B5 Investments LLC Company and its heirs, successors and assigns shall be bound by all ordinances of the City of Birmingham in effect at the time of the issuance of this permit, and as they may be subsequently amended. Failure of B5 Investments LLC to comply with all the ordinances of the City, may result in the Commission revoking this Special Land Use Permit.

I, Cherilynn Mynsberge, City Clerk of the City of Birmingham, Michigan, do hereby certify that the foregoing is a true and, correct copy of the resolution adopted by the Birmingham City Commission at its regular meeting held on March 12, 2018.

Cherilynn Mynsberge, City Clerk



MEMORANDUM

Planning Division

DATE: January 18th, 2018

TO: Jana Ecker, Planning Director

FROM: Nicholas Dupuis, Planning Intern

SUBJECT: 33588 Woodward Ave – Birmingham Shell
Final Site Plan and Special Land Use Permit Amendment

The 0.34 acre subject site, 33588 Woodward Avenue, is located at the corner of Woodward and Chapin. The applicant is seeking a Special Land Use Permit Amendment to relocate the bathroom within the building, which will include a small addition of square footage to the building. The total added area to the building is roughly 79 sq. ft. at the south-western portion of the building, facing the parking lot. The addition will displace the ice and propane storage machines, which are proposed to be relocated to the side of the building, adjacent to the rear parking area.

1.0 Land Use and Zoning

- 1.1 Existing Land Use – The land use at this parcel is commercial.
- 1.2 Zoning – The parcel is zoned B2-B, General Business.
- 1.3 Summary of Adjacent Land Use and Zoning - The following chart summarizes existing land use and zoning adjacent to and/or in the vicinity of the subject site, including the proposed 2016 Regulating Plan zones.

	North	South	East	West
Existing Land Use	Commercial	Commercial	Residential	Commercial
Existing Zoning District	B2-B, General Business	B2-B, General Business	R4, Two Family Residential	B2-B, General Business

Downtown Overlay Zoning District	N/A	N/A	N/A	N/A
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2.0 Setback and Height Requirements

Please see attached zoning compliance summary sheet for detailed setback and height requirements.

3.0 Screening and Landscaping

- 3.1 Dumpster Screening – No changes proposed.
- 3.2 Parking Lot Screening – No changes proposed.
- 3.3 Mechanical Equipment Screening – No changes proposed.
- 3.4 Landscaping – No changes proposed.
- 3.5 Streetscape – No changes proposed.

4.0 Parking, Loading and Circulation

- 4.1 Parking – No changes proposed.
- 4.2 Loading – No changes proposed.
- 4.3 Vehicular Circulation and Access – No changes proposed.
- 4.4 Pedestrian Circulation and Access – The proposed addition will displace the propane and bagged ice display units, and decrease the width of the current sidewalk along the front of the building where it will be located. The relocation of the propane and ice display units will decrease the sidewalk width significantly, but the applicant has not submitted dimensions for the two units. The proposed addition of the windshield washer fluid display will decrease the width of the sidewalk to 3 ft. 10 in. where it is proposed to be placed.

5.0 Lighting

The applicant is not proposing any changes to the lighting of the property.

6.0 Outdoor Display Standards

The proposed addition to the front of the building will displace the propane and bagged ice displays that currently exist in the space. The applicant is proposing to

relocate the display units to the south side of the building adjacent to the rear parking area, as well as add a windshield washer fluid display to the front of the building. According to Article 9, Section 9.02 of the Zoning Ordinance, Outdoor Display is defined as the placement of any item(s) outside a building for decorative display and/or accessible to the public for the purpose of sale, rent, lease or exhibit. Therefore, the propane and ice storage, as well as the proposed display for windshield washer fluid along the front of the building shall be regulated as outdoor displays.

Article 4, Section 4.67 outlines the requirements for an outdoor display in the B2-B zoning district. The proposed outdoor storage meets several of these standards, but falls short in a few key areas:

1. Outdoor displays shall not exceed a maximum of 4 feet in height.
 - **The applicant must confirm that the ice and propane storage units are no more than 4 feet in height, or obtain a variance from the Board of Zoning Appeals.** The submitted site plan does show the proposed windshield washer fluid display to be a maximum of four feet tall, meeting the Ordinance.
2. Furniture or shelving used to display goods outside shall be made of finished metal or wood or a material of comparable quality and maintained in a good condition.
 - The existing ice and propane storage units are constructed of metal, but the applicant has indicated that the proposed windshield washer fluid display will be constructed of plastic. **The applicant must submit plans showing a windshield washer fluid display unit constructed of metal or wood, or a material of comparable quality, or obtain a variance from the Board of Zoning Appeals.**
3. An unobstructed path not less than 5 feet in width shall be continuously maintained for pedestrian access to all business entrances and no point of access or egress from any building shall be blocked at any time.
 - Both the relocation of the ice and propane display units and the new windshield washer fluid display will subtract from the required 5 feet required for pedestrian access. **The applicant must submit plans showing an unobstructed continuously maintained 5 foot path for pedestrian access, or obtain a variance from the Board of Zoning Appeals.**

7.0 Departmental Reports

- 7.1 Engineering Division – The Engineering Department has no concerns at this time.

- 7.2 Department of Public Services – No comments have been provided at this time, but will be provided by January 24, 2018.
- 7.3 Fire Department – No comments have been provided at this time, but will be provided by January 24, 2018.
- 7.4 Police Department – No comments have been provided at this time, but will be provided by January 24, 2018.
- 7.5 Building Division – The Building Department has examined the plans for the proposed project referenced above. The plans were provided to the Planning Department for site plan review purposes only and present conceptual elevations and floor plans. Although the plans lack sufficient detail to perform a code review, the following comments are offered for Planning Board and/or Design Review Board and applicant consideration:
1. The proposed addition is projecting into the accessible route (sidewalk) between the existing barrier free parking space and the entrance to the building. The accessible route cannot be reduced to less than 36.00 inches.
 2. The plans do not include proposed changes to the interior of the building. It appears that the existing toilet room located between the service counter and kitchen will be removed and the service counter made larger. The plans will need to detail these changes.

8.0 Design Review

The proposed 79 sq. ft. addition to the south-west portion of the building will be for the relocation of a restroom to allow for more counter space for the establishment. The applicant has indicated on the site plan that the addition will be constructed with the same brick and paint as the existing building. The applicant has not submitted the elevations or material specifications necessary to complete a design review. **The applicant must submit scaled and colored elevations and material specifications for design review.**

9.0 Approval Criteria

In accordance with Article 7, section 7.27 of the Zoning Ordinance, the proposed plans for development must meet the following conditions:

- (1) The location, size and height of the building, walls and fences shall be such that there is adequate landscaped open space so as to provide light, air and access to the persons occupying the structure.
- (2) The location, size and height of the building, walls and fences shall be such that there will be no interference with adequate light, air and access to adjacent lands and buildings.

- (3) The location, size and height of the building, walls and fences shall be such that they will not hinder the reasonable development of adjoining property nor diminish the value thereof.
- (4) The site plan, and its relation to streets, driveways and sidewalks, shall be such as to not interfere with or be hazardous to vehicular and pedestrian traffic.
- (5) The proposed development will be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter.
- (6) The location, shape and size of required landscaped open space is such as to provide adequate open space for the benefit of the inhabitants of the building and the surrounding neighborhood.

10.0 Recommendation

Based on a review of the site plan submitted, the Planning Division finds that the proposed Final Site Plan does not meet the requirements of Article 7, section 7.27 of the Zoning Ordinance and recommends that the Planning Board recommend POSTPONEMENT of the Final Site Plan and Special Land Use Permit Amendment for 33588 Woodward Ave – Birmingham Shell – pending receipt of the following:

- (1) The applicant submit scaled and colored elevations and material specifications for the proposed addition;
- (2) The applicant confirm that the ice and propane storage units are no more than 4 feet in height, or obtain a variance from the Board of Zoning Appeals;
- (3) The applicant submit plans showing an unobstructed continuously maintained 5 foot path for pedestrian access, or obtain a variance from the Board of Zoning Appeals; and
- (4) The applicant submit plans showing a windshield washer fluid display unit constructed of metal or wood, or a material of comparable quality, or obtain a variance from the Board of Zoning Appeals.

11.0 Sample Motion Language

Motion to recommend POSTPONEMENT of the Final Site Plan and Special Land Use Permit Amendment for 33588 Woodward Ave – Birmingham Shell – pending receipt of the following:

- (1) The applicant submit scaled and colored elevations and material specifications for the proposed addition;

- (2) The applicant confirm that the ice and propane storage units are no more than 4 feet in height, or obtain a variance from the Board of Zoning Appeals;
- (3) The applicant submit plans showing an unobstructed continuously maintained 5 foot path for pedestrian access, or obtain a variance from the Board of Zoning Appeals; and
- (4) The applicant submit plans showing a windshield washer fluid display unit constructed of metal or wood, or a material of comparable quality, or obtain a variance from the Board of Zoning Appeals.

OR

Motion to recommend APPROVAL the Final Site Plan and Special Land Use Permit Amendment to the City Commission for 33588 Woodward Ave – Birmingham Shell – with the following conditions:

- (1) The applicant submit scaled and colored elevations and material specifications for the proposed addition;
- (2) The applicant confirm that the ice and propane storage units are no more than 4 feet in height, or obtain a variance from the Board of Zoning Appeals;
- (3) The applicant submit plans showing an unobstructed continuously maintained 5 foot path for pedestrian access, or obtain a variance from the Board of Zoning Appeals; and
- (4) The applicant submit plans showing a windshield washer fluid display unit constructed of metal or wood, or a material of comparable quality, or obtain a variance from the Board of Zoning Appeals.

OR

Motion to recommend the DENIAL of the Final Site Plan and Special Land Use Permit Amendment to the City Commission for 33588 Woodward Ave – Birmingham Shell – for the following reasons:

- 1. _____
- 2. _____
- 3. _____

**Zoning Compliance Summary Sheet
Final Site Plan Review
33588 Woodward – Birmingham Shell**

Existing Site: Gasoline Station & Dunkin Doughnuts

Zoning: B2-B, General Business

Land Use: Commercial

Existing Land Use and Zoning of Adjacent Properties:

	North	South	East	West
Existing Land Use	Commercial	Commercial	Residential	Commercial
Existing Zoning District	B2-B, General Business	B2-B, General Business	R-4, Two-Family Residential	B2-B, General Business
Overlay Zoning District	N/A	N/A	N/A	N/A

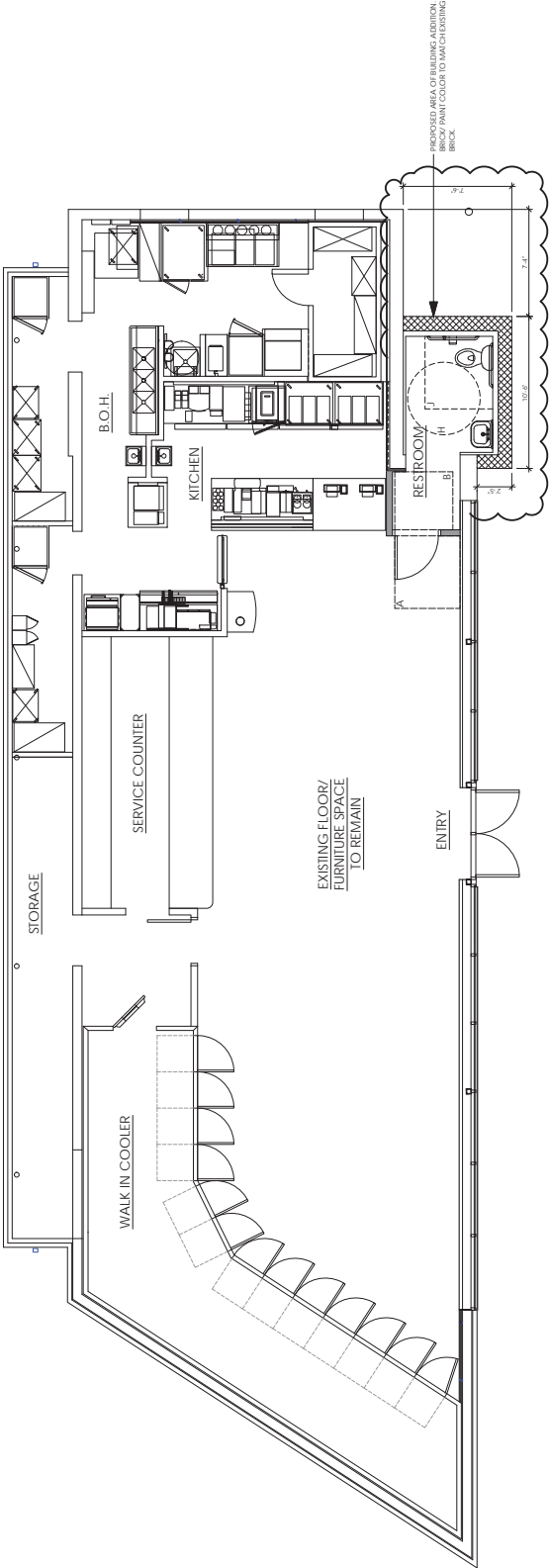
Land Area:	Existing:	0.34 acres (14,810 ft ²)
	Proposed:	0.34 acres (14,810 ft ²) (No change)
Dwelling Units:	Existing:	0
	Proposed:	0
Minimum Lot Area/Unit:	Required:	1,000 ft ² / unit (single story hotel or motel) 2,000 ft ² / unit (two/three story hotel or motel)
	Proposed:	N/A
Min. Floor Area /Unit:	Required:	N/A
	Proposed:	N/A
Max. Total Floor Area:	Required:	N/A

	Proposed:	N/A
Min. Open Space:	Required:	N/A
	Proposed:	N/A
Max. Lot Coverage:	Required:	N/A
	Proposed:	N/A
Front Setback:	Required:	N/A
	Proposed:	62 ft.
Side Setbacks	Required:	0 ft. from interior side lot line 10 ft. from side lot line abutting a single family district
	Proposed:	No changes proposed (0 ft. to the North, 52 ft. to the south existing)
Rear Setback:	Required:	10 ft. where abutting P, B1, B2, B2B, B2C, B3, B4, O1, O2 20 ft. when adjacent to a residential zoning district
	Proposed:	No changes proposed (10 ft. existing)
Min. Front+Rear Setback	Required:	N/A
	Proposed:	N/A
Max. Bldg. Height:	Permitted:	30 ft., 2 stories
	Proposed:	No changes proposed (18 ft., 1 story existing)
Min. Eave Height:	Required:	N/A
	Proposed:	N/A
Floor-Ceiling Height:	Required:	N/A
	Proposed:	N/A
Front Entry:	Required:	N/A
	Proposed:	N/A
Absence of Bldg. Façade:	Required:	N/A
	Proposed:	N/A
Opening Width:	Required:	N/A
	Proposed:	N/A
Parking:	Required:	8 spaces
	Proposed:	No changes proposed (17 spaces existing)
Min. Parking Space Size:	Required:	180 ft ²

	Proposed:	No changes proposed (180 ft ² existing)
Parking in Frontage:	Required:	N/A
	Proposed:	N/A
Loading Area:	Required:	1 (40 x 12 x 14)
	Proposed:	No changes proposed (1 existing)
Screening:		
<u>Parking:</u>	Required:	32 in. masonry screen wall
	Proposed:	N/A
<u>Loading:</u>	Required:	N/A
	Proposed:	N/A
<u>Rooftop Mechanical:</u>	Required:	Full screening to compliment the building
	Proposed:	No changes proposed (6 ft. 2 in. screen wall existing)
<u>Elect. Transformer:</u>	Required:	Fully screened from public view
	Proposed:	N/A
<u>Dumpster:</u>	Required:	6 ft. high capped masonry wall with wooden gates
	Proposed:	No changes proposed (6 ft. brick screen wall existing)

DATE:	ISSUE:
01.10.18	CLIENT'S REVIEW

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north

PROPOSED FLOOR PLAN

SCALE: 1/4" = 1'-0"

33588 WOODWARD AVE.,
BIRMINGHAM, MI 48009



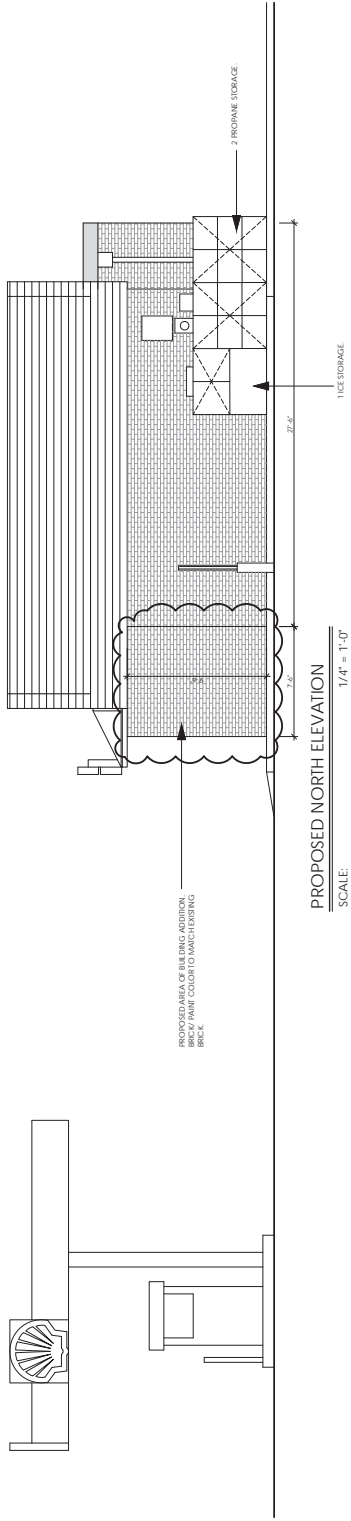
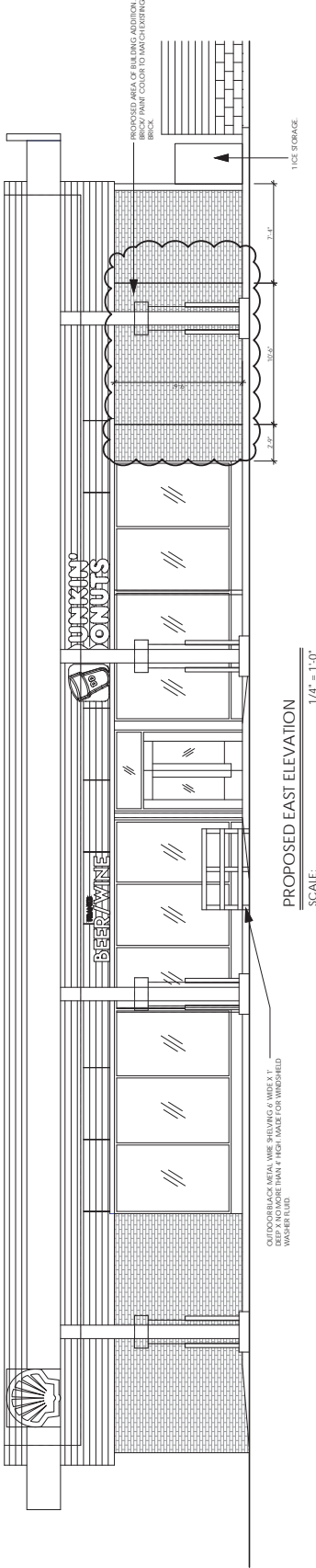
SHEET NO: S-100



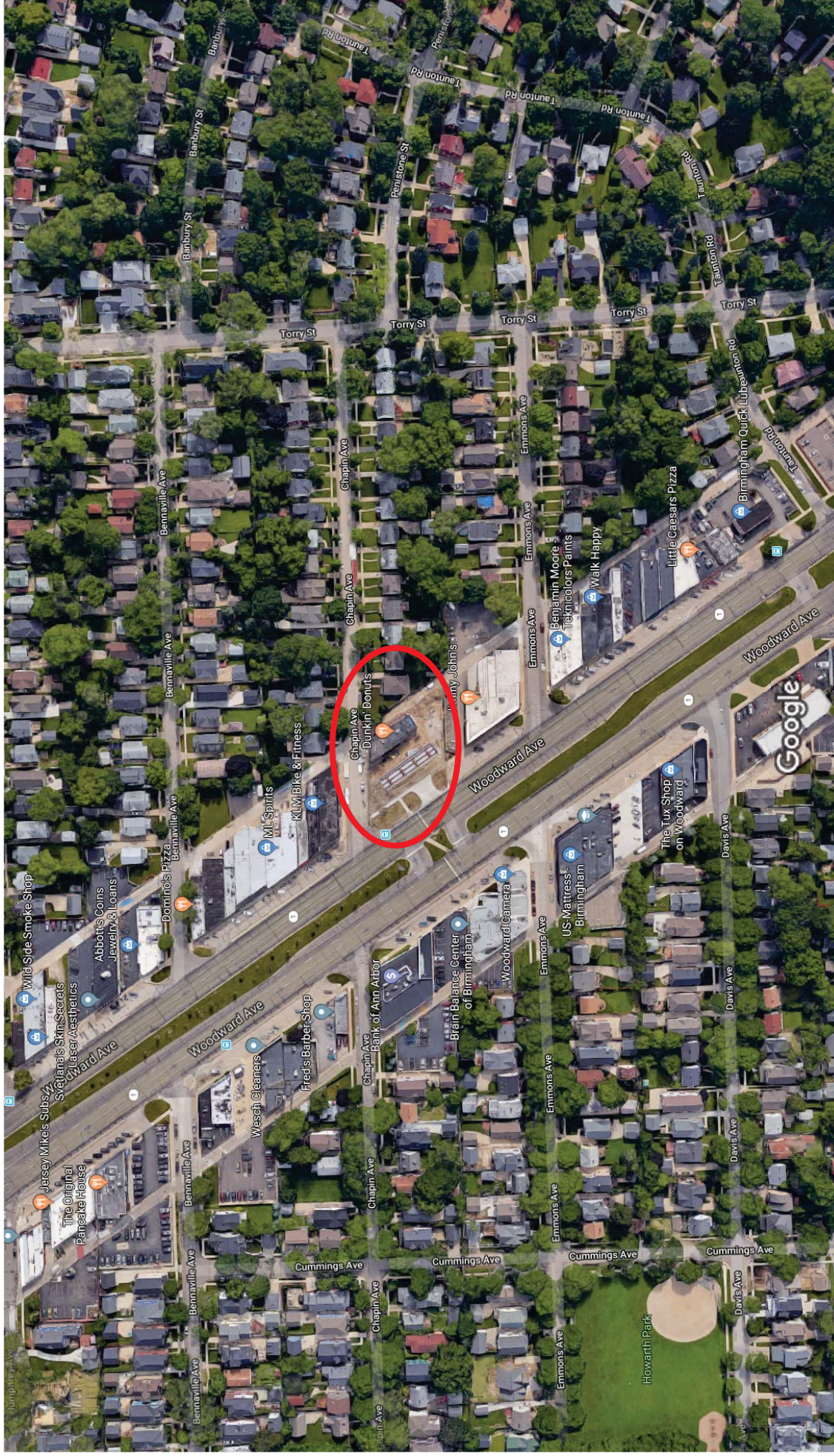
1" = 10'-0"

DATE:	ISSUE:
01.10.18	CLIENT'S REVIEW

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Special Land Use Permit Application Planning Division

Form will not be processed until it is completely filled out.

1. Applicant

Name: B5 Investments, LLC
Address: 33588 Woodward Ave.
Birmingham, MI 48009
Phone Number: 248-255-2090
Fax Number: _____
Email Address: Chris@barbatorganization.com

Property Owner

Name: B5 Investments, LLC - Chris Barbat
Address: 33477 Woodward Ave, Ste 800
Birmingham, MI 48009
Phone Number: 248-255-2090
Fax Number: _____
Email Address: Chris@barbatorganization.com

2. Applicant's Attorney/Contact Person

Name: Chris Barbat
Address: 33477 Woodward Ave, Ste 800
Birmingham, MI 48009
Phone Number: 248-255-2090
Fax Number: _____
Email Address: Chris@barbatorganization.com

Project Designer/Developer

Name: Same as Above
Address: _____
Phone Number: _____
Fax Number: _____
Email Address: _____

3. Required Attachments

- Warranty Deed with legal description of property
- Required fee (see Fee Schedule for applicable amount)
- Two (2) folded copies of plans including a certified land survey, color elevations showing all materials, site plan, landscape plan, photometric plan, and interior plan
- Photographs of existing site and buildings
- Samples of all materials to be used

- Catalog sheets for all proposed lighting, mechanical equipment & outdoor furniture
- An itemized list of all changes for which approval is requested
- Completed Checklist
- Digital copy of plans

4. Project Information

Address/Location of Property: 33588 Woodward Ave.
Birmingham, MI 48009
Name of Development: BHAM SKELL
Sidwell #: 20-31-352-001
Current Use: Gas station and Dunkin Donuts
Proposed Use: same
Area in Acres: .34
Current Zoning: _____
Zoning of Adjacent Properties: _____
Is there a current SLUP in effect for this site?: YES
Is property located in the floodplain? NO

Name of Historic District site is in, if any: _____
Date of HDC Approval, if any: _____
Date of Application for Preliminary Site Plan: _____
Date of Preliminary Site Plan Approval: _____
Date of Application for Final Site Plan: _____
Date of Final Site Plan Approval: _____
Date of Revised Final Site Plan Approval: _____
Date of Final Site Plan Approval: _____
Date of DRB approval, if any: _____
Date of Last SLUP Amendment: _____
Will proposed project require the division of platted lots? NO

5. Details of the Nature of Work Proposed (Site plan & design elements)

Relocation of bathroom within the building to include small addition
of square footage to the building. (and new signage)

6. Buildings and Structures

Number of Buildings on site: 1
Height of Building & # of stories: 18' - 1 story

Use of Buildings: Gas Station + Dunkin Donuts
Height of rooftop mechanical equipment: _____

7. Floor Use and Area (in square feet)

Commercial Structures:

Total basement floor area: _____
 Number of square feet per upper floor: _____
 Total floor area: 2600 sq. ft.
 Floor area ratio (total floor area divided by total land area): _____
 Open space: _____
 Percent of open space: _____

Office space: _____
Retail space: _____
Industrial space: _____
Assembly space: _____
Seating Capacity: _____
Maximum Occupancy Load: _____

Residential Structures: *N/A*

Total number of units: _____
 Number of one bedroom units: _____
 Number of two bedroom units: _____
 Number of three bedroom units: _____
 Open space: _____
 Percent of open space: _____

Rental units or condominiums?: _____
 Size of one bedroom units: _____
 Size of two bedroom units: _____
 Size of three bedroom units: _____
 Seating Capacity: _____
 Maximum Occupancy Load: _____

8. Required and Proposed Setbacks *N/A*

Required front setback: _____
 Required rear setback: _____
 Required total side setback: _____
 Side setback: _____

Proposed front setback: _____
 Proposed rear setback: _____
 Proposed total side setback: _____
 Second side setback: _____

9. Required and Proposed Parking *N/A*

Required number of parking spaces: _____
 Typical angle of parking spaces: _____
 Typical width of maneuvering lanes: _____
 Location of parking on the site: _____
 Location of off site parking: _____
 Number of light standards in parking area: _____
 Screenwall material: _____

Proposed number of parking spaces: _____
 Typical size of parking spaces: _____
 Number of spaces < 180 sq. ft.: _____
 Number of handicap spaces: _____
 Shared Parking Agreement?: _____
 Height of light standards in parking area: _____
 Height of screenwall: _____

10. Landscaping *N/A*

Location of landscape areas: _____

Proposed landscape material: _____

11. Streetscape *N/A*

Sidewalk width: _____
Number of benches: _____
Number of planters: _____
Number of existing street trees: _____
Number of proposed street trees: _____
Streetscape Plan submitted?: _____

Description of benches or planters: _____

Species of existing street trees: _____
Species of proposed street trees: _____

12. Loading *N/A*

Required number of loading spaces: _____
Typical angle of loading spaces: _____
Screenwall material: _____
Location of loading spaces on the site: _____

Proposed number of loading spaces: _____
Typical size of loading spaces: _____
Height of screenwall: _____

13. Exterior Trash Receptacles *N/A*

Required number of trash receptacles: _____
Location of trash receptacles: _____
Screenwall material: _____

Proposed number of trash receptacles: _____
Size of trash receptacles: _____
Height of screenwall: _____

14. Mechanical Equipment *N/A*

Utilities & Transformers:

Number of ground mounted transformers: _____
Size of transformers (LxWxH): _____

Location of all utilities & easements: _____

Number of utility easements: _____
Screenwall material: _____

Height of screenwall: _____

Ground Mounted Mechanical Equipment: *N/A*

Number of ground mounted units: _____
Size of ground mounted units (LxWxH): _____

Screenwall material: _____

Location of all ground mounted units: _____

Height of screenwall: _____

Rooftop Mechanical Equipment: *N/A*

Number of rooftop units: _____
Type of rooftop units: _____

Screenwall material: _____
Location of screenwalls: _____

Location of all ground mounted units: _____
Size of rooftop units (LxWxH): _____

Height of screenwall: _____
Percentage of rooftop covered by mechanical units: _____
Distance from units to rooftop units to screenwall: _____

15. Accessory Buildings *N/A*

Number of accessory buildings: _____
Location of accessory buildings: _____

Size of accessory buildings: _____
Height of accessory buildings: _____

16. Building Lighting *N/A*

Number of light standards on building: _____
Size of light fixtures (LxWxH): _____

Type of light standards on building: _____
Height from grade: _____

Maximum wattage per fixture: _____
Light level at each property line: _____

Proposed wattage per fixture: _____
Number & location of holiday tree lighting receptacles: _____

The undersigned states the above information is true and correct, and understands that it is the responsibility of the applicant to advise the Planning Division and / or Building Division of any additional changes made to an approved site plan or Special Land Use Permit. The undersigned further states that they have reviewed the procedures and guidelines for site plan review and Special Land Use Permits in Birmingham and have complied with same. The undersigned will be in attendance at the Planning Board meeting when this application will be discussed.

Signature of Owner: Chris Barbat

Date: 10/30/17

Print Name: Chris Barbat

Signature of Applicant: Chris Barbat

Date: 10/30/17

Print Name: Chris Barbat - member

Signature of Architect: ADA, LLC

Date: 10-30-17

Print Name: ADA, LLC John ASRO

Office Use Only

Application #: _____ Date Received: _____ Fee: _____

Date of Approval: _____ Date of Denial: _____ Accepted by: _____

CHIRCO TITLE AGENCY, INC.
an agency for Fidelity National Title Insurance Company
26800 Harper Ave.
St. Clair Shores, MI 48081

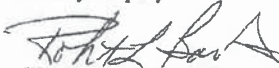
WARRANTY DEED
Statutory Form
R-128923

PHONE: 586-772-7020
FAX: 586-772-3534

Barrick Properties #40, LLC, a Michigan limited liability company, Grantor, whose address is 4307 Delemere Ct., Royal Oak, MI 48073, conveys and warrants to B5 Investments, LLC, a Michigan limited liability company, Grantee, whose address is 10531 Highland Rd., White Lake, MI 48382, the following described premises situated in the City of Birmingham, County of Oakland, State of Michigan, to wit: Lots 544 through 550, LEINBACH-HUMPHREY'S WOODWARD AVENUE SUB., as recorded in Liber 27, Page 5, of Plats, Oakland County Records, commonly known as: 33588 Woodward Avenue, Birmingham, MI 48009, for the full consideration of Seven Hundred Seventy-Five Thousand and 00/100 (\$775,000.00). Subject to: Easements, restrictions and reservations of record, if any, and any acts or omissions by other than the Grantor herein from or after the 12th day of November, 2013, being the date of a certain Land Contract executed between the parties herein pursuant to which this deed is being given in complete fulfillment thereof.

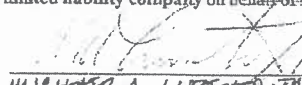
Dated this 12th day of November, 2013.

Barrick Properties #40, LLC, a Michigan limited liability company


Robert L. Barrick, Manager

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

The foregoing instrument was acknowledged before me this the 12th day of November, 2013 by Robert L. Barrick, Manager of Barrick Properties #40, LLC, a Michigan limited liability company on behalf of said Barrick Properties #40, LLC.


MICHAEL A. LUSVARDI, JR. Notary Public,
WAYNE County, Michigan
Acting in OAKLAND County
My Commission Expires: 6-1-2020

Instrument Drafted by:
Robert L. Barrick
4307 Delemere Ct.
Royal Oak, MI 48073

When recorded return to:
B5 Investments, LLC
10531 Highland Rd.
White Lake, MI 48382

Send subsequent tax bills to:
B5 Investments, LLC
10531 Highland Rd.
White Lake, MI 48382

Tax Item No. 20-31-352-001

Recording Fee \$ County Tr Tax: \$ State Tr Tax: \$ Total Tr Tax: \$

File Number: R-128923

128923.Sale.doc



MEMORANDUM

City Clerk's Office

DATE: January 9, 2018

TO: Joseph A. Valentine, City Manager

FROM: J. Cherilynn Mynsberge, City Clerk

SUBJECT: Special Event Application
Michigan Parkinson Foundation (MPF)

Attached is a special event application submitted by the Michigan Parkinson Foundation requesting permission to hold "I Gave My Sole for Parkinson's" walkathon, on Saturday, May 19, 2018. The event will begin and end at the Seaholm High School football field. The walkers will utilize the neighborhood sidewalks around Seaholm. The event begins at 9:00 AM and ends at 1:00 PM. Set-up for the event is Saturday, May 19th between 7:00 AM and 9:00 AM, with tear-down on Saturday, May 19th between 1:00 PM and 2:00 PM.

Due to safety concerns expressed by the City Commission after last year's walkathon, changes were made to the special event application procedure.

The application now prominently states on the cover sheet, on the first page of the application, and in several other spots:

Events utilizing City sidewalks and/or streets must meet with the Police Department Special Events officer prior to submitting a special event application.

Section VI. Policies and Procedures, paragraph 5, of the application further elaborates:

The applicant is required to meet with the Police Department's Special Event officer in advance of application submission to discuss the proposed event regarding run/walk route, proposed road closures (if any), use of intersections/sidewalks/streets, number of Police and/or volunteers needed, and potential costs if City safety personnel are needed.

In addition, as requested by the City Commission, "day of event" contact information is required to be included in the Special Event Request Notification Letter.

In compliance with the new procedure the applicant met with Commander Grewe to review the proposed route, after which suggested changes were made to the route and are reflected on the application. The application has been circulated to affected departments and approvals and comments have been noted.

The following events are planned to be held in May and do not pose a conflict with the proposed event.

Event Name	Date	Location
Farmers Market	Sundays	Lot 6
Art Birmingham	May 11-13	Shain Park
Birmingham Ice Show	May 6	Ice Arena
Hometown Parade	May 20	Downtown area

SUGGESTED RESOLUTION:

To approve a request submitted by the Michigan Parkinson's Foundation requesting permission to hold "I Gave My Sole for Parkinson's", a 5K walkathon, on Saturday, May 19, 2018, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.

11/18/18

#18-DDD11181

CITY OF BIRMINGHAM
APPLICATION FOR SPECIAL EVENT PERMIT
PARKS AND PUBLIC SPACES

IMPORTANT: EVENTS UTILIZING CITY SIDEWALKS AND/OR STREETS MUST MEET WITH POLICE DEPARTMENT SPECIAL EVENT OFFICER TO REVIEW PROPOSED EVENT DETAILS PRIOR TO SUBMITTING APPLICATION.

Police Department acknowledgement:  *W/ copy to cops at clearfield*

I. EVENT DETAILS

- Incomplete applications will not be accepted.
- Changes in this information must be submitted to the City Clerk, in writing, at least three weeks prior to the event

FEES: **FIRST TIME EVENT:** **\$200.00**
 ANNUAL APPLICATION FEE: **\$165.00**

(Please print clearly or type)

Date of Application: **12/13/2017**

Name of Event **"I Gave My Sole for Parkinson's" WALK**

Detailed Description of Event (attach additional sheet if necessary) **Fundraising event consisting of a 5K Walk through the neighborhoods north of Seaholm HS (see attached map). This is a family event attended by all ages to raise money for Michigan Parkinson Foundation so they can continue to offer services and programs for people affected by Parkinson's disease and their families throughout ALL of Michigan. Event will have Sponsor Display Tables (no goods or services sold), donated food & beverages and will be managed by Michigan Parkinson Foundation Staff and assigned volunteers. Birmingham safety personnel (police) will be requested this year for assistance on walk route.**

Location: **Seaholm High School - Football Field**

Date(s) of Event: **Saturday, May 19, 2018** Hours of Event: **9:00 am – 1:00 pm**

Date(s) of Set-up: **Saturday, May 19, 2018** Hours of Set-up: **7:00 am – 9:00 am**

Date(s) of Tear-down: **Saturday, May 19, 2018** Hours of Tear-down: **1:00 – 2:00 pm**

Organization Sponsoring Event: **Michigan Parkinson Foundation**

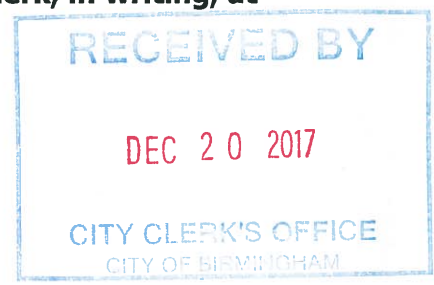
Organization Address: **30400 Telegraph Rd., Suite 150; Bingham Farms, MI 48025**

Organization Phone: **248-433-1011**

Contact Person: **Diane Kraft, Program Manager**

Contact Phone: **248-433-1160**

Contact Email: **programs@parkinsonsmi.org**



II. EVENT INFORMATION

1. Organization Type: **Non-Profit**

(city, non-profit, community group, etc.)

2. Additional Sponsors or Participants (Provide name, address, contact person, status, etc. for all additional organizations sponsoring your event.) **Please see attached list for 2017 Sponsors. Sponsors for 2018 were contacted the first week of December 2017, and had not responded as of the date of this application. We expect many of the same Sponsors to return in 2018.**

3. Is the event a fundraiser? ☒ YES ☐ NO

List beneficiary: **Michigan Parkinson Foundation**

List expected income: **\$154,000**

Attach information about the beneficiary. **(See attached)**

4. First time event in Birmingham? YES ☐ ☒ NO

If no, describe: **Michigan Parkinson Foundation held the same type of event on May 20, 2017 at Seaholm High School.**

5. Total number of people expected to attend per day: **950**

6. The event will be held on the following City property: (Please list)

☐ Street(s) _____

☒ Sidewalk(s): **See attached map.**

☐ Park(s) _____

7. Will street closures be required? YES ☐ ☒ NO

(Police Department acknowledgement prior to submission of application is required) (initial here) 



**City of Birmingham
Application for Special Event Permit**

Additional Information

II. EVENT INFORMATION

Question 2 - Additional Sponsors

Potential 2018 Event Sponsors (Sponsorship Levels TBD):

Home Instead Senior Care – **2018 CORPORATE CHAIR**
725 South Adams, Suite L-196
Birmingham, MI 48009
Bert Copple, President

AbbVie Pharmaceutical
2785 Long Meadow Lane
Rochester Hills, MI 48307
Sarah Kruger

Lundbeck
37824 N. Laurel Dr.
Livonia, MI 48152
Ken Juroff

US World Meds, LLC
4441 Springdale Rd.
Louisville, KY 40241
John Gallucci

Medtronic
1813 Hunters Run Dr.
Grand Blanc, MI 48439
Amanda Kelly

St. John Providence Health System
Centers of Excellence Mktg
18000 W. Nine Mile Rd., Suite 1220
Southfield, MI 48075-3728
Theresa Vigiano

Henry Ford Health System
Department of Neurology
6777 W. Maple
West Bloomfield, MI 48322
Julia Wall / Cynthia Lang



Question 3 - Additional Information about Michigan Parkinson Foundation:

Over the years, the Michigan Parkinson Foundation has attempted to keep pace with the needs of people with Parkinson's, their families and health professionals. Through a strategic planning process, the following have been developed as guiding principles:

Our Mission:

- To educate and provide support to people with Parkinson's and related disorders, their loved ones and care partners, and the physicians and other allied health professionals who diagnose and treat those affected by the illness.
- To support research into the mechanisms underlying the disease and therapeutic strategies aimed at reducing the burden of illness.
- To engage and enlist the support of institutions and individuals whose activities impact the needs of people with Parkinson's and related disorders.

Our Vision:

MPF will be the premier education and support organization in Michigan for people with PD, their care partners, and the physicians and allied health professionals that diagnose and treat PD patients.

*Every person with Parkinson's and related disorders
shall receive responsive compassionate quality care and support.*

Our Goal:

No person with Parkinson's should be without responsive, quality care and support.

Event Organizer: Michigan Parkinson Foundation
30400 Telegraph Rd., Suite 150
Bingham Farms, MI 48025
248-433-1011

8. What parking arrangements will be necessary to accommodate attendance? **Seaholm High School Parking Lots will be utilized.**

9. Will staff be provided to assist with safety, security and maintenance? ☒ YES ☐ NO
If yes, please provide number of staff to be provided and any specialized training received.

Describe: **Michigan Parkinson Foundation staff (4), committee members (6), and volunteers (50+) will be on-site as well as Birmingham Public Schools Facility Staff. Leads for each volunteer position will instruct volunteers as to their specific job duties and what to do in case of emergency. All Leads will have cell #'s for all Michigan Parkinson Foundation Staff.**

10. Will the event require safety personnel (police, fire, paramedics)? ☒ YES ☐ NO
(Police Department acknowledgement prior to submission of application is required.) (initial here) *[Signature]*

Describe: **Michigan Parkinson Foundation will request safety personnel on the walk route to ensure participants stay on sidewalks, off streets, and provide assistance at major cross streets.**

11. Will alcoholic beverages be served? YES ☒ NO
If yes, additional approval by the City Commission is required, as well as the Michigan Liquor Control Commission.

12. Will music be provided? ☒ YES ☐ NO
YES Live _____ **Amplification** **YES Recorded** **YES Loudspeakers**

Time music will begin: **9:30 am**

Time music will end: **12:00 noon**

Location of live band, DJ, loudspeakers, equipment must be shown on the layout map.

13. Will there be signage in the area of the event? ☒ YES ☐ NO
Number of signs/banners: **50+ Hero Signs; 20 directional signs; 2 banners on school property.**

Size of signs/banners: **8"x24" signs; 6' banners. (See attached for sample of signs.)**

Submit a photo/drawing of the sign(s). **A sign permit is required.**

14. Will food/beverages/merchandise be sold? YES **NO**
- Peddler/vendor permits must be submitted to the Clerk's Office, **at least two weeks prior to the event.**
 - All food/beverage vendors must have Oakland County Health Department approval.
 - Attach copy of Health Dept approval.
 - There is a \$50.00 application fee for all vendors and peddlers, in addition to the \$10.00 daily fee, per location.

LIST OF VENDORS/PEDDLERS
(attach additional sheet if necessary)

VENDOR NAME	GOODS TO BE SOLD	WATER HOOK-UP REQUIRED?	ELECTRIC REQUIRED?
N/A	N/A	N/A	N/A

III. EVENT LAYOUT

- Include a map showing the park set up, street closures, and location of each item listed in this section.
- Include a map and written description of run/walk route and the start/finish area

1. Will the event require the use of any of the following municipal equipment?
(show location of each on map)

EQUIPMENT	QUANTITY	COST	NOTES
Picnic Tables	N/A	6 for \$200.00	A request for more than six tables will be evaluated based on availability.
Trash Receptacles	N/A	\$4.00 each	Trash box placement and removal of trash is the responsibility of the event. Additional cost could occur if DPS is to perform this work.
Dumpsters	N/A	\$200.00 per day	Includes emptying the dumpster one time per day. The City may determine the need for additional dumpsters based on event requirements.
Utilities (electric)	NONE # of vendors requiring utilities	Varies	Charges according to final requirements of event.
Water/Fire Hydrant	N/A	Contact the Fire Department.	Applicant must supply their own means of disposal for all sanitary waste water. Waste water is NOT allowed to be poured into the street or on the grass.
Audio System	N/A	\$200.00 per day	Must meet with City representative.
Meter Bags / Traffic Cones / Barricades	# to be determined by the Police Department.		TBD based on recommendation of Birmingham Police Dept.

2. Will the following be constructed or located in the area of the event? ☒ YES ☐ NO
(show location of each on map) NOTE: Stakes are not allowed.

TYPE	QUANTITY	SIZE
Tents/Canopies/Awnings (A permit is required for tents over 120 sq ft)	10 Tents	10' x 10'
Portable Toilets	N/A	N/A
Rides	N/A	N/A
Displays	N/A	N/A
Vendors	N/A	N/A
Temporary Structure (must attach a photo)	N/A	N/A
Other (describe)	N/A	N/A

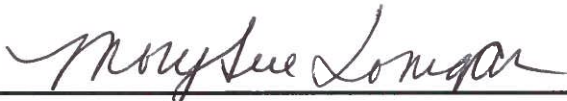
SIGNATURE OF APPLICANT REQUIRED

EVENT NAME: **"I Gave My Sole for Parkinson's" Walk**

EVENT DATE: **Saturday, May 19, 2018**

The Birmingham City Commission shall have sole and complete discretion in deciding whether to issue a permit. Nothing contained in the City Code shall be construed to require the City Commission to issue a permit to an applicant and no applicant shall have any interest or right to receive a permit merely because the applicant has received a permit in the past.

As the authorized agent of the sponsoring organization, I hereby agree that this organization shall abide by all conditions and restrictions specific to this special event as determined by the City administration and will comply with all local, state and federal rules, regulations and laws.


Signature

12-18-17
Date

IV. SAMPLE LETTER TO NOTIFY ANY AFFECTED PROPERTY/BUSINESS OWNERS

- Organizer must notify all potentially affected residential property and business owners of the date and time this application will be considered by the City Commission. *(Sample letter attached to this application.)*
- Attach a copy of the proposed letter to this application. The letter will be reviewed and approved by the Clerk's Office. The letter must be distributed at least two weeks prior to the Commission meeting.
- A copy of the letter and the distribution list must be submitted to the Clerk's Office at least two weeks prior to the Commission meeting.
- If street closures are necessary, a map must be included with the letter to the affected property/business owners.



January 22, 2018

Dear Friends,

The Birmingham City Code requires that we receive approval from the Birmingham City Commission to hold the following special event. The code further requires that we notify any property owners or business owners that may be affected by the special event of the date and time that the City Commission will consider our request so that an opportunity exists for comments prior to this approval.

EVENT INFORMATION:

Name of Event: "I Gave My Sole for Parkinson's" Walkathon
Location: Seaholm High School
Date of Event: Saturday, May 19, 2018 Hours of Event: 9:00 am – 1:00 pm

Brief Description: Michigan Parkinson Foundation will be holding a Fundraiser at Seaholm High School which will consist of a 1 Mile or 3 Mile Walk through the area north of the school. There will be Birmingham Police officers stationed at the two crossing areas on Maple Road to ensure the safety of our participants. This is a family event open to all ages. Monies raised will be used to fund services and special programs provided by Michigan Parkinson Foundation for people affected by Parkinson's disease and their families.

Date of Set-up: Saturday, May 19, 2018 at Seaholm High School Field Area from 7:00 am – 9:00 am
Date of Tear-down: Saturday, May 19, 2018 from 1:00 pm – 2:00 pm

Date of City Commission Meeting: Monday, February 12, 2018.

The City Commission meets in Room 205 of the Municipal Building at 151 Martin at 7:30 pm. A complete copy of the application to hold this special event is available for your review at the City Clerk's Office (248) 530-1880. Log on to www.bhamgov.org/events for a complete list of special events.

Event Organizer: Michigan Parkinson Foundation
30400 Telegraph Rd., Suite 150
Bingham Farms, MI 48025
248-433-1011

For Questions on Day of Event, Contact Diane Kraft at 248-931-4628 (Cell).

A map showing Walk Route is attached.

Dedicated to People Living with Parkinson's
30400 Telegraph Road - Suite #150 - Bingham Farms MI 48025
(248) 433-1011 or (800) 852-9781 - Fax: (248) 433-1150
www.parkinsonsmi.org

"I Gave My Sole for Parkinson's" 2018 Metro Detroit Area WALK Routes – Saturday, May 19, 2018

- LEGEND:**
- Police Officers
 - One Volunteer
 - Two Volunteers
 - Four Volunteers
 - Hero Signs (50)
 - Inspirational Signs (39)



3 Mile Route (blue lines)

Walk begins on corner of Cranbrook & Midvale

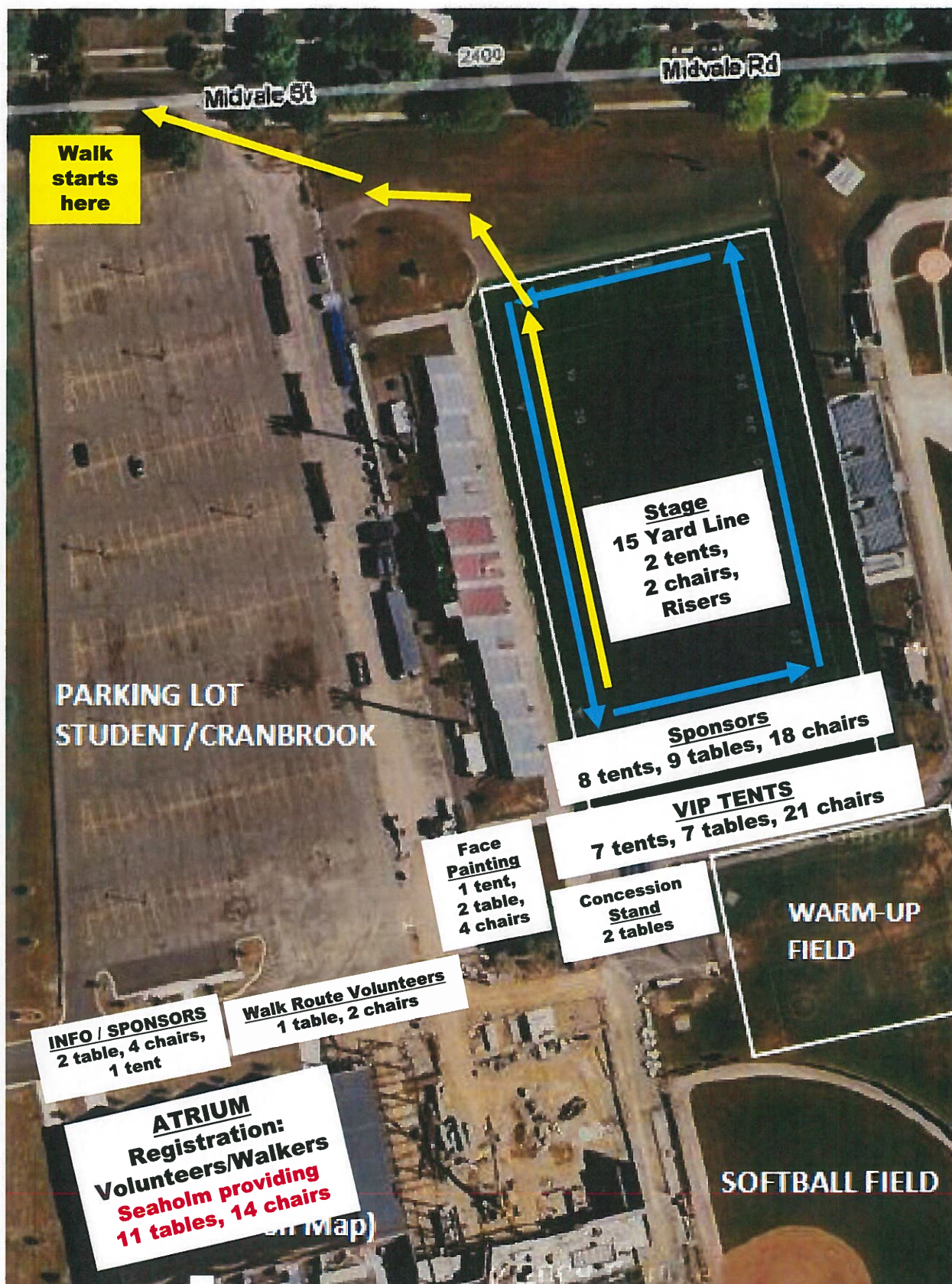
- Right (east) on Midvale to Larchlea
- Left (north) on Larchlea to W. Maple
- Right (east) on W. Maple to Lake Park
- Left (north) on Lake Park (at traffic light) to Pine
- Left (west) on Pine to Chesterfield
- Left (south) on Chesterfield to W. Maple (cross at traffic light)
- Right (west) on W. Maple to S. Cranbrook
- Left (south) on S. Cranbrook to Midvale
- Return to Seaholm High School.

1 Mile Route (red lines)

Walk begins on corner of Cranbrook Rd. & Midvale St.

- Right (east) on Midvale to Larchlea
- Left (north) on Larchlea to W. Maple
- Left (west) on W. Maple to Cranbrook
- Left (south) on S. Cranbrook to Midvale
- Return to Seaholm High School.





MPF:

15 tents

C & N Rental:

25 6' tables

60 chairs

Seaholm (Atrium):

10 6' tables

14 chairs

Sponsors:

- Abbvie
- Acadia
- Fox Run
- Henry Ford
- US WorldMeds
- Lundbeck
- GE Healthcare
- Neil King PT
- Moving Up SG

VIP TENTS:

- Rock Steady Boxing
- Shakin' not Stirred
- KBC Tools
- Team Clark
- Team Triumph
- Heart & Sole
- Team Boukamp

→ Walk Around Football Field

→ Walk Out of Football Field to Start Line at Cranbrook and Midvale

1 Mile

2 Mile

(18" x 24")

I CAN *and* I WILL

Give my shoes for Parkinson's

MICHIGAN PARKINSON FOUNDATION

M I C H I G A N

Parkinson Foundation

↑ ↑ ↑

A HERO FOR THE PARKINSON'S COMMUNITY

*I did not know how strong I was until I realized
being strong was the only choice I have.*



TOM WRIGHT
LANSING, MICHIGAN
DIAGNOSED WITH PARKINSON'S AT AGE 55

(24" x 18" on wine stake)



In Memoriam

Founding President

Raymond B. Bauer, MD

Board of Directors

Chairman

Jeff Laethem

President

Paul A. Cullis, MD

Vice-Chair

Brian True

Secretary

Richard Merson, PhD, CCC-SLP

Treasurer

Lawrence Millman, CPA

Jeffrey Appel, Esq

Tyrone Baharozian, Esq

David J. Bartczak

Carole Briggs, RN

David Floore

Edwin B. George, MD, PhD

Linda Grap

Deanna Hatmaker

Suzanne Holguin, RN

Jeff Laethem

Peter A. LeWitt, MD

Maxine Meach

Merry O'Connell, RN

Robert Richard, PhD

Sara Schimke, JD

Ronald Slyter

Janet Whitaker, B.S., M.Ed. Ed.S.

Professional Advisory Board

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Richard Merson, PhD, CCC-SLP

Neepta Patel, MD

Parag Patil, MD, PhD

Barbara Pickut, MD, MPH

Jason Schwalb, MD

Christos Sidiropoulos, MD

Ashok Sriram, MD

Danette Taylor, DO

Denise Van Etten, RN

Kara J. Wyant, MD

Laura Zeitlin, LMSW

Founding Chairman

Thomas A. Cracchiolo

HOLD-HARMLESS AGREEMENT

"To the fullest extent permitted by law, the Michigan Parkinson Foundation and entity or person for whom the Michigan Parkinson Foundation is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Birmingham against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Birmingham, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this activity/event. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City of Birmingham, its elected or appointed officials, employees, volunteers or others working on behalf of the City of Birmingham."

 12-18-17

Mary Sue Lanigan, CEO Date
Michigan Parkinson Foundation

Dedicated to People Living with Parkinson's

30400 Telegraph Road • Suite 150 • Bingham Farms, MI 48025

248.433.1011 • Fax: 248.433.1150 • 800.852.9781 • www.parkinsonsmi.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/11/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ralph C. Wilson Agency, Inc. Box 5069 Southfield MI 48086-5069	CONTACT NAME: Lisa Case PHONE (A/C, No, Ext): (248)355-1414 E-MAIL ADDRESS: lisac@rcwa.net FAX (A/C, No): (248)304-0877
INSURED Michigan Parkinson Foundation 30400 Telegraph Road Suite 150 Bingham Farms MI 48025	INSURER(S) AFFORDING COVERAGE INSURER A: Selective Insurance Company of America INSURER B: Accident Fund Insurance Company of America INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 12572 10166

COVERAGES**CERTIFICATE NUMBER:** 18/19 Master**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			S2198583	01/14/2018	01/14/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			S2198583	01/14/2018	01/14/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0			S2198583	01/14/2018	01/14/2019	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	WCV8003224	01/14/2018	01/14/2019	<input checked="" type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: I Gave My Sole for Parkinson's Walk-A-Thon & 5K Run - Seaholm High School, Birmingham; May 19, 2018
Certificate holder is added as Additional Insured (General Liability) with respect as per written contract/agreement.

CERTIFICATE HOLDER**CANCELLATION**

City of Birmingham 151 Martin Street Birmingham MI 48012	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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DEPARTMENT APPROVALS

EVENT NAME "I GAVE MY SOLE" FOR PARKINSON'S 5K

LICENSE NUMBER #18-00011181

COMMISSION HEARING DATE: FEB 12, 2018

NOTE TO STAFF: Please submit approval by JAN 8, 2018

DATE OF EVENT: MAY 19, 2018

DEPARTMENT	APPROVED	COMMENTS	PERMITS REQUIRED (Must be obtained directly from individual departments)	ESTIMATED COSTS (Must be paid two weeks prior to the event. License will not be issued if unpaid.)	ACTUAL COSTS (Event will be invoiced by the Clerk's office after the event)
PLANNING 101-000.000-634.0005 248.530.1855	SC	No concerns from Planning.	None	\$0	\$0
BUILDING 101-000.000.634.0005 248.530.1850	MM	No Building Department Involvement	None	\$0	
FIRE 101-000.000-634.0004 248.530.1900	JMC			\$0	
POLICE 101-000.000.634.0003 248.530.1870	SG	Personnel		\$320	
PUBLIC SERVICES 101-000.000-634.0002 248.530.1642	CL	Covers trash clean up and trash receptacles if needed.		\$50	
ENGINEERING 101-000.000.634.0002 248.530.1839	A.F.	Approved	None	\$0	\$0
SP+ PARKING	A.F.	Not forwarded to SP+ (Staging at H.S.)	None	\$0	\$0

INSURANCE 248.530.1807	CA	INSURANCE WILL NEED TO BE UPDATED PRIOR TO EVENT DATE	NONE	\$0	\$0
CLERK 101-000.000-614.0000 248.530.1803		Notification letters to be mailed by applicant no later than 1/27/18. Notification addresses on file in the Clerk's Office. Evidence of required insurance must be on file with the Clerk's Office no later than 5/3/18.	Applications for vendors license must be submitted no later than 5/3/18.	\$165 (pd)	
				TOTAL DEPOSIT REQUIRED \$370	ACTUAL COST

FOR CLERK'S OFFICE USE

Deposit paid _____

Actual Cost _____

Due/Refund _____

Rev. 1/9/18

h:\shared\special events\general information\approval page.doc



MEMORANDUM

City Clerk's Office

DATE: January 22, 2018
TO: Joseph A. Valentine, City Manager
FROM: J. Cherilynn Mynsberge, City Clerk
SUBJECT: Special Event Application
Breathe Deep Michigan 5K Walk

Attached is a special event application submitted by the Lungevity Foundation requesting permission to hold Breathe Deep Michigan, a 5K walk, on Saturday, June 2, 2018. The event will begin and end in Booth Park.

Due to safety concerns expressed by the City Commission after last year's Parkinson Foundation walkathon event, changes were made to the special event application procedure. The new procedure requires applicants utilizing City sidewalks and/or streets to meet with the Police Department Special Events officer prior to submitting a special event application. The standard application was revised to highlight the change in procedure. Although the Lungevity Foundation submitted the older application form, the new procedure was followed. Commander Grewe specified the details of his meeting with the applicant on the Department Approvals grid: "Must have sufficient volunteers to assist participants at intersections. Participants must obey all traffic laws and remain on the sidewalk. On duty officers to give extra patrol." Please note that the Breathe Deep Michigan event is smaller by half than the Parkinson Foundation event.

Steps have been taken to ensure that the new application form is readily available on the City's website and through the Clerk's Office. Applications on the old form will not be accepted moving forward.

The application for Breathe Deep Michigan 5K Walk has been circulated to affected departments and approvals and comments have been noted.

The following events are planned to be held in June and do not pose a conflict with the proposed event.

Event Name	Date	Location
Farmers Market	Sundays	Lot 6
Village Fair	May 31-June 3	Shain Park

SUGGESTED RESOLUTION:

To approve a request submitted by the Lungevity Foundation requesting permission to hold Breathe Deep Michigan, a 5K walk, on Saturday, June 2, 2018, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.

18-00011179

**CITY OF BIRMINGHAM
APPLICATION FOR SPECIAL EVENT PERMIT
PARKS AND PUBLIC SPACES**

I. EVENT DETAILS

- Incomplete applications will not be accepted.
- Changes in this information must be submitted to the City Clerk, in writing, at least three weeks prior to the event

FEES: **FIRST TIME EVENT:** **\$200.00**
 ANNUAL APPLICATION FEE: **\$165.00**

(Please print clearly or type)

Date of Application December 15, 2017

Name of Event Breathe Deep Michigan Walk & Fun Run to End Lung Cancer

Detailed Description of Event (attach additional sheet if necessary) _____

Breathe Deep Michigan is an annual 5K walk and fun run that raises awareness and funds for lung cancer
research, education, and programs. Proceeds benefit LUNGeVity Foundation.

Location Booth Park

Date(s) of Event June 2, 2018 Hours of Event 9 a.m. - 12 p.m.

Date(s) of Set-up June 2, 2018 Hours of Set-up 6 - 9 a.m.

Date(s) of Tear-down June 2, 2018 Hours of Tear-down 12 - 1 p.m.

Organization Sponsoring Event LUNGeVity Foundation

Organization Address 228 S. Wabash Ave., Suite 700, Chicago, IL 60604

Organization Phone 312-407-6100

Contact Person Katie Ginda, Manager of Grassroots Events

Contact Phone 240-801-5581

Contact Email kginda@lungevity.org

II. EVENT INFORMATION

1. Organization Type Non-profit organization
(city, non-profit, community group, etc.)
2. Additional Sponsors or Participants (Provide name, address, contact person, status, etc. for all additional organizations sponsoring your event.) Additional sponsors include National Breathe Deep Sponsors Genentech and AbbVie. Numerous other national, regional, and local companies will be solicited for support.
3. Is the event a fundraiser? YES X NO ____
List beneficiary LUNGevity Foundation
List expected income \$100,000
Attach information about the beneficiary.
4. First time event in Birmingham? YES ____ NO X
If no, describe Breathe Deep Michigan was started in 2012.
5. Total number of people expected to attend per day 400
6. The event will be held on the following City property: (Please list)
☐ Street(s) _____
☒ Sidewalk(s) 5K walk/fun run through surrounding neighborhood
☒ Park(s) Booth Park for check-in/registration, refreshments, activities, walk kickoff, and speaking program
7. Will street closures be required? YES ____ NO X
8. What parking arrangements will be necessary to accommodate attendance? Public parking

- 4

LIST OF VENDORS/PEDDLERS

(attach additional sheet if necessary)

VENDOR NAME	GOODS TO BE SOLD	WATER HOOK-UP REQUIRED?	ELECTRIC REQUIRED?

III. EVENT LAYOUT

- Include a map showing the park set up, street closures, and location of each item listed in this section.
- Include a map and written description of run/walk route and the start/finish area

1. Will the event require the use of any of the following municipal equipment?
(show location of each on map)

EQUIPMENT	QUANTITY	COST	NOTES
Picnic Tables		6 for \$200.00	A request for more than six tables will be evaluated based on availability.
Trash Receptacles	4	\$4.00 each	Trash box placement and removal of trash is the responsibility of the event. Additional cost could occur if DPS is to perform this work.
Dumpsters		\$200.00 per day	Includes emptying the dumpster one time per day. The City may determine the need for additional dumpsters based on event requirements.
Utilities (electric)	____ # of vendors requiring utilities	Varies	Charges according to final requirements of event.
Water/Fire Hydrant		Contact the Fire Department.	Applicant must supply their own means of disposal for all sanitary waste water. Waste water is NOT allowed to be poured into the street or on the grass.
Audio System		\$200.00 per day	Must meet with City representative.
Meter Bags / Traffic Cones / Barricades	# to be determined by the Police Department.		

2. Will the following be constructed or located in the area of the event? YES X NO ____
(show location of each on map) NOTE: Stakes are not allowed.

TYPE	QUANTITY	SIZE
Tents/Canopies/Awnings (A permit is required for tents over 120 sq ft)	1	20' x 20'
Portable Toilets	2	
Rides		
Displays		
Vendors		
Temporary Structure (must attach a photo)		
Other (describe)		

SIGNATURE OF APPLICANT REQUIRED

EVENT NAME Breathe Deep Michigan Walk & Fun Run to End Lung Cancer

EVENT DATE Saturday, June 2, 2018

The Birmingham City Commission shall have sole and complete discretion in deciding whether to issue a permit. Nothing contained in the City Code shall be construed to require the City Commission to issue a permit to an applicant and no applicant shall have any interest or right to receive a permit merely because the applicant has received a permit in the past.

As the authorized agent of the sponsoring organization, I hereby agree that this organization shall abide by all conditions and restrictions specific to this special event as determined by the City administration and will comply with all local, state and federal rules, regulations and laws.


Signature

12/15/2017
Date

IV. SAMPLE LETTER TO NOTIFY ANY AFFECTED PROPERTY/BUSINESS OWNERS

- Organizer must notify all potentially affected residential property and business owners of the date and time this application will be considered by the City Commission. *(Sample letter attached to this application.)*
- Attach a copy of the proposed letter to this application. The letter will be reviewed and approved by the Clerk's Office. The letter must be distributed at least two weeks prior to the Commission meeting.
- A copy of the letter and the distribution list must be submitted to the Clerk's Office at least two weeks prior to the Commission meeting.
- If street closures are necessary, a map must be included with the letter to the affected property/business owners.



January 10, 2018

OCCUPANT
831 REDDING RD
BIRMINGHAM, MI 48009

The Birmingham City Code requires that we receive approval from the Birmingham City Commission to hold the following special event. The code further requires that we notify any property owners or business owners that may be affected by the special event of the date and time that the City Commission will consider our request so that an opportunity exists for comments prior to this approval.

EVENT INFORMATION

NAME OF EVENT: Breathe Deep Michigan Walk & Fun Run to End Lung Cancer

LOCATION: Booth Park

DATE OF EVENT: Saturday, June 2, 2018

HOURS OF EVENT: 9AM–12PM

BRIEF DESCRIPTION OF EVENT: Breathe Deep Michigan is a 5K walk and fun run to raise awareness and funds for lung cancer research, education, and support. Proceeds benefit LUNGevity Foundation.

DATE OF SET-UP: June 2, 2018

HOURS OF SET-UP: 6–9AM

DATE OF TEAR-DOWN: June 2, 2018

HOURS OF TEAR-DOWN: 12-1PM

DATE OF CITY COMMISSION MEETING: February 12, 2018

The City Commission meets in room 205 of the Municipal Building at 151 Martin at 7:30PM. **A complete copy of the application to hold this special event is available for your review at the City Clerk's Office (248-530-1880).** Log on to www.bhamgov.org/events for a complete list of special events.

EVENT ORGANIZER: LUNGevity Foundation

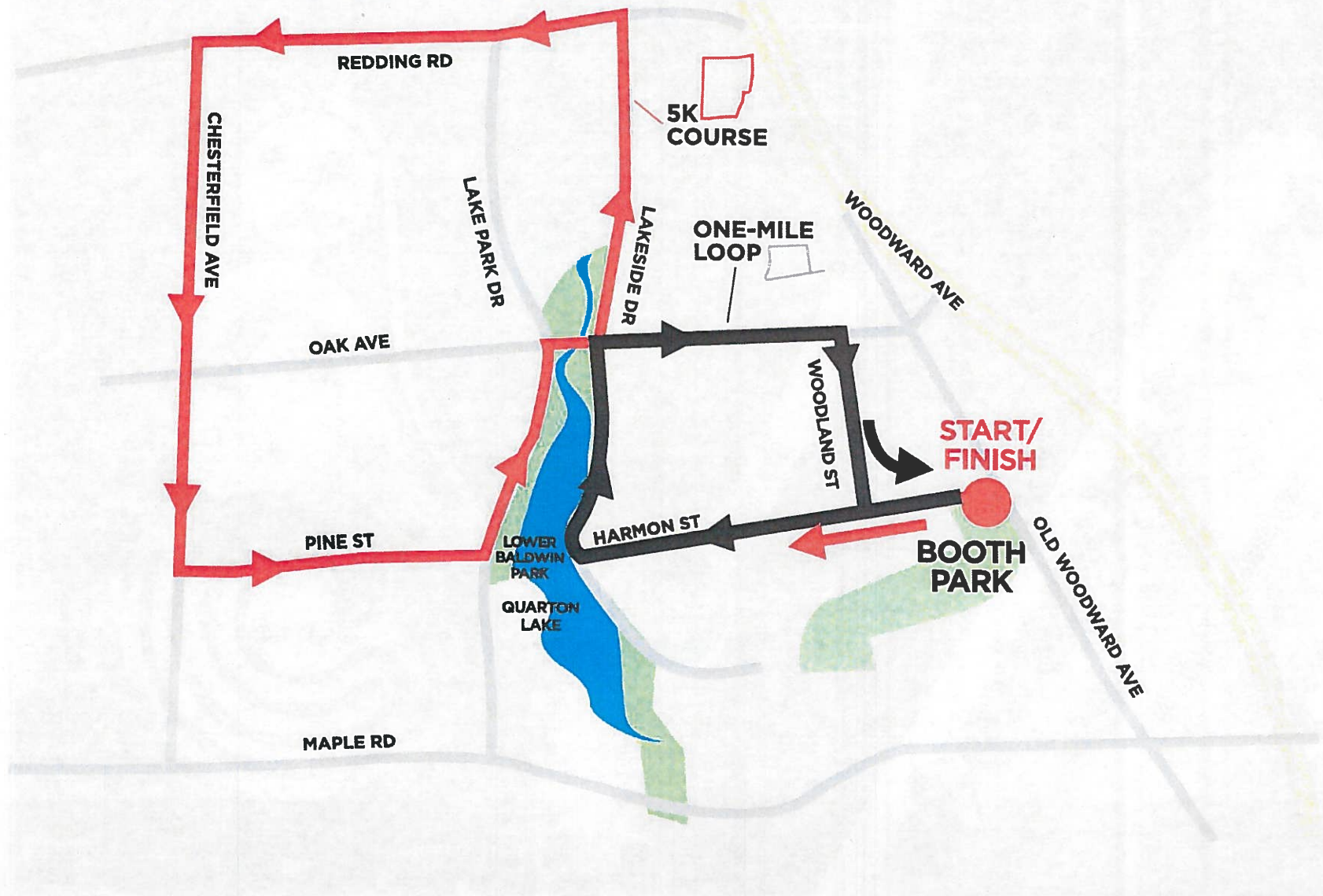
ADDRESS: 228 S. Wabash, Suite 700, Chicago, IL 60604

PHONE: 312-407-6100

FOR QUESTIONS ON DAY OF EVENT, CONTACT: Katie Ginda, Manager of Grassroots Events, kginda@lungevity.org or 312-515-5218

LUNGEVITY FOUNDATION'S
BREATHE DEEP
MICHIGAN

COURSE MAP





20' x 20' Tent

Raffle

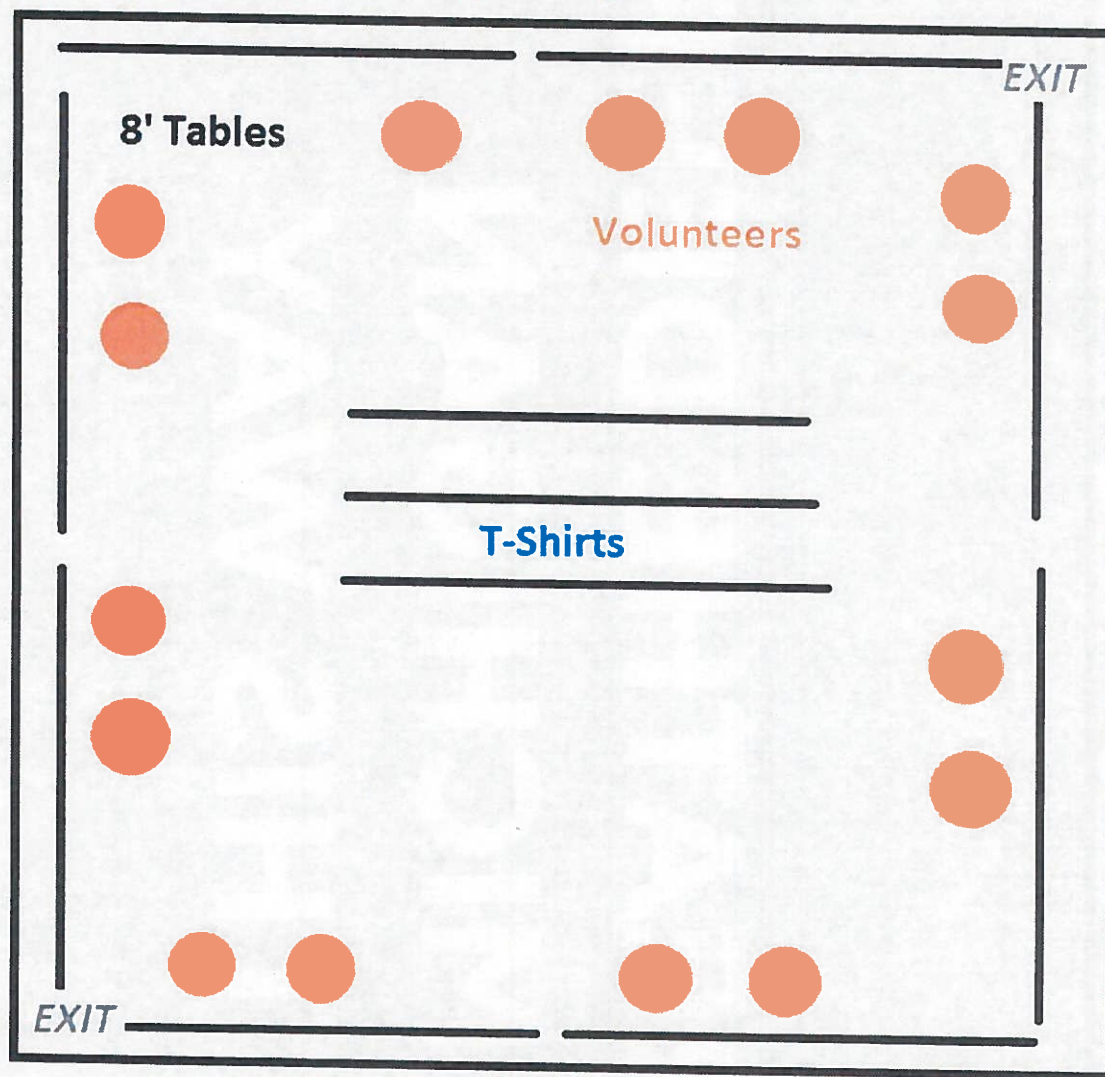
NO SMOKING

Refreshments

NO SMOKING

NO SMOKING

Check-In



Registration

LUNGEVITY FOUNDATION'S

BREATHE  DEEP

MICHIGAN

JOIN TOGETHER TO END LUNG CANCER!

BREATHE DEEP MICHIGAN THIS WAY

LUNgevity.org/michigan

LUNGEVITY FOUNDATION'S
BREATHE DEEP
MICHIGAN
JOIN TOGETHER TO END LUNG CANCER!

REGISTER HERE

www.LUNgevity.org/michigan



LUNGEVITY FOUNDATION'S
BREATHE  DEEP

MICHIGAN

5K WALK & FUN RUN

TO END LUNG CANCER

LUNgevity.org/michigan





LUNGE-1

OP ID: JB

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/18/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER S. Wolf and Associates, Inc. 2338 W. Morse Chicago, IL 60645 Polly Kosyla		773-754-0849		CONTACT NAME: PHONE (A/C, No, Ext): 773-754-0849 FAX (A/C, No): E-MAIL ADDRESS:	
INSURED Lungevity Foundation Barbara Netter 228 S. Wabash - Suite 700 Chicago, IL 60604				INSURER(S) AFFORDING COVERAGE INSURER A: Wesco Insurance Company INSURER B: Hartford INSURER C: QBE Insurance INSURER D: INSURER E: INSURER F:	
				NAIC #	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		WPP1595388 00	10/10/2017	03/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 Emp Ben. \$ 1,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			WPP1595388 00	10/10/2017	03/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			WUM1595399 00	10/10/2017	03/01/2018	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	83 WEC BV5230 02	05/20/2017	05/20/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Accident/Volunteer			PHH500019	10/01/2017	10/01/2018	Exess Med 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PLEASE SEE NOTES

CERTIFICATE HOLDER

CANCELLATION

City of Birmingham
Booth Park
Old Woodward and Harmon
Birmingham, MI 48009

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

NOTEPAD:

HOLDER CODE

INSURED'S NAME

Lungevity Foundation

LUNGE-1

OP ID: JB

PAGE 2

Date 01/18/2018

The City of Birmingham including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members including employees and volunteers thereof is an additional insured with respects to General Liability when required by written contract or agreement, but solely with respect to that organizations liability arising out of the named insured's operations or premises owned by the named insured.

Event: Breathe Deep Michigan Walk/Run on June 2, 2018 from 6AM-2PM with 400 participants.



Hold-Harmless Agreement

To the fullest extent permitted by law, the LUNGEvity Foundation and any entity or person for whom the LUNGEvity Foundation is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Birmingham against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Birmingham, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this activity/event. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of the City of Birmingham, its elected or appointed officials, employees, volunteers or others working on behalf or the City of Birmingham.


Applicant's signature

12/15/2017
Date



©LUNgevity. This copy is for personal use only.

Mission, Vision, & History

| *Our vision is a world where no one dies of lung cancer.*

OUR MISSION

LUNgevity Foundation is firmly committed to making an immediate impact on increasing quality of life and survivorship of people with lung cancer by accelerating research into early detection and more effective treatments, as well as providing community, support, and education for all those affected by the disease.

OUR VALUES

We believe it's important for our board, our staff, and our constituents to know the values that drive all our actions. We are:

FOCUSED ON SURVIVORSHIP

100% dedicated to increasing and improving lung cancer survivorship

RESULTS-ORIENTED

Always challenging the status quo and seeking a more efficient and effective way
Rigorously measuring our performance to ensure maximum impact

COMPASSIONATE AND RESPECTFUL

Building and sustaining a community for all those affected by lung cancer
Respectful of all people with lung cancer, caregivers, loved ones, medical professionals, donors, board members, and employees

COLLABORATIVE

Committed to being good partners and strategic collaborators to enable us to reach our goal more quickly and efficiently, including through our scientific endeavors

TRANSPARENT

Fiscally responsible and holding ourselves to the highest ethical standards

OUR HISTORY

The LUNgevity Foundation of today was created in June 2010, when LUNgevity Foundation and Protect Your Lungs joined forces to form the premier lung cancer organization in the US. We owe our strength to the courage and inspiration of the individuals behind each organization.

The Original LUNgevity Foundation

<https://www.lungevity.org/about-us/mission-vision-history>

LUNgevity Foundation was founded in 2001 by seven people who had each had been diagnosed with lung cancer. It was their vision and passion for finding a cure that resulted in LUNgevity's phenomenal growth. In starting a small Chicago-born organization and nurturing it to become the nation's fastest-growing charity in less than ten years, these very special people left an indelible legacy.



Kay
Barnore



Marge
Breit



Patti
Helfand



Gayle
Levy



Dick
Pemble



Dena
Whick



Melissa
Lumborg
Zagon

The Inspiration Behind Protect Your Lungs



Patricia A. Stern, the inspiration behind Protect Your Lungs, died in March 2008 after being diagnosed with Stage IV lung cancer. Despite Pat's vigilance with her annual physicals and chest x-rays, the disease developed undetected until it was too late to treat. Pat's family decided to do something about this and prevent it from happening to other families.

DEPARTMENT APPROVALS

EVENT NAME Breathe Deep Michigan 5K - Lungevity

LICENSE NUMBER #18-00011179

COMMISSION HEARING DATE: February 12, 2018

NOTE TO STAFF: Please submit approval by **January 12, 2018**

DATE OF EVENT: June 2, 2018

DEPARTMENT	APPROVED	COMMENTS	PERMITS REQUIRED (Must be obtained directly from individual departments)	ESTIMATED COSTS (Must be paid two weeks prior to the event. License will not be issued if unpaid.)	ACTUAL COSTS (Event will be invoiced by the Clerk's office after the event)
PLANNING 101-000.000-634.0005 248.530.1855	SC	No comments from Planning.	N/A	N/A	\$0
BUILDING 101-000.000.634.0005 248.530.1850	MM	Permit & Inspection for tents over 120 sqft	Tent permit required	\$100 per tent	
FIRE 101-000.000-634.0004 248.530.1900	JMC	<ol style="list-style-type: none"> 1. No Smoking in any tents or canopy. Signs to be posted. 2. All tents and Canopies must be flame resistant with certificate on site. 3. No open flame or devices emitting flame, fire or heat in any tents. Cooking devices shall not be permitted within 20 feet of the tents. 4. Tents and Canopies must be properly anchored for the weather conditions, no stakes allowed. 5. Clear Fire Department access of 12 foot aisles must be maintained, no tents, canopies or other obstructions in the access 		\$40	

		<p>aisle unless approved by the Fire Marshal.</p> <ol style="list-style-type: none"> 6. Pre-event site inspection required. 7. A prescheduled inspection is required for food vendors through the Bldg. dept. prior to opening. 8. All food vendors are required to have an approved 5lbs. multi-purpose (ABC) fire extinguisher on site and accessible. 9. Cords, hoses, etc. shall be matted to prevent trip hazards. 10. Exits must be clearly marked in tents/structures with an occupant load over 50 people. 11. Paramedics will respond from the fire station as needed. Dial 911 for fire/rescue/medical emergencies. 12. A permit is required for Fire hydrant usage. 13. Do Not obstruct fire hydrants or fire sprinkler connections on buildings. 14. Provide protective barriers between hot surfaces and the public. 15. All cooking hood systems that capture grease laden vapors must have an approved suppression system and a K fire extinguisher in addition to the ABC Extinguisher. 16. Suppression systems shall be inspected, tested, and properly tagged prior to the event. All Sprinkler heads shall be of the 155 degree Quick Response type unless serving an area of high heat and approved by the Fire 			
--	--	--	--	--	--

		Marshal. The suppression system shall have a continuous water supply as well as a secondary back up supply. Activation of the suppression system will shut down the ride and cause illumination of the exits.			
POLICE 101-000.000.634.0003 248.530.1870	SG	Must have sufficient volunteers to assist participates at intersections. Participants must obey all traffic laws and remain on the sidewalk. On duty officers to give extra patrol.		\$0	
PUBLIC SERVICES 101-000.000-634.0002 248.530.1642	Carrie Laird 1/9/2018	To cover for trash clean up and trash receptacles if needed.		\$50	
ENGINEERING 101-000.000.634.0002 248.530.1839	A.F.	Approved	None	\$0	\$0
SP+ PARKING	A.F.	Emailed to SP+ 01/11/18	-	-	-
INSURANCE 248.530.1807	CA	Insurance must be updated prior to the event and filed with the Clerk's Office.	None	\$0	
CLERK 101-000.000-614.0000 248.530.1803		Notification letters were mailed by applicant on 1/10/18. Notification addresses on file in the Clerk's Office. Evidence of required insurance must be on file with the Clerk's Office no later than 5/18/18.	Applications for vendors license must be submitted no later than 5/18/18.	\$165 pd	
				TOTAL DEPOSIT REQUIRED \$90.00	ACTUAL COST

FOR CLERK'S OFFICE USE

Deposit paid _____

Actual Cost _____

Due/Refund _____

Rev. 1/22/18

h:\shared\special events\general information\approval page.doc



MEMORANDUM

City Clerk's Office

DATE: January 26, 2018

TO: Joseph A. Valentine, City Manager

FROM: Cherilynn Mynsberge, City Clerk

SUBJECT: Special Event Request
Celebrate Birmingham Hometown Parade

Attached is a special event application submitted by the City of Birmingham requesting permission to hold the Celebrate Birmingham Hometown Parade & Party on Sunday, May 20, 2018, in the downtown area and Shain Park.

The parade staging area will be located on South Old Woodward, south of Frank. Due to the Old Woodward paving project, the parade will deviate from its traditional route. To avoid Maple Rd. and S. Old Woodward north of Brown, the parade will travel north on Old Woodward, west on Brown, north on Pierce, west on Martin, and south on Bates, ending on the southwest side of Shain Park. This is the same route approved by the City Commission on February 27, 2017 in anticipation of the Old Woodward paving project taking place in the spring of 2017.

The Parade announcers and Bloomfield Community Television will be set up on the sidewalk in front of the Martin St. entrance to the Municipal Building.

Family activities in Shain Park will immediately follow the parade and continue until 4:00 PM.

The application has been circulated to the affected departments and approvals and comments have been noted.

The following events have either been approved by the Commission or are planned to be held in May and have not yet submitted an application. These events do not pose a conflict with the proposed event.

Event Name	Date	Location
Farmers Market	Sundays	Lot 6
Art Birmingham	May 11-13	Shain Park
Michigan Parkinson's Walkathon	May 19	Seaholm H.S. neighborhood
Ice Show	May 6	Ice Arena

SUGGESTED RESOLUTION:

To approve a request submitted by the City of Birmingham to hold the Celebrate Birmingham Parade and party in Shain Park on Sunday, May 20, 2018, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further, pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.

18-00011187

**CITY OF BIRMINGHAM
APPLICATION FOR SPECIAL EVENT PERMIT
PARKS AND PUBLIC SPACES**

IMPORTANT: EVENTS UTILIZING CITY SIDEWALKS AND/OR STREETS MUST MEET WITH POLICE DEPARTMENT SPECIAL EVENT OFFICER TO REVIEW PROPOSED EVENT DETAILS PRIOR TO SUBMITTING APPLICATION.

Police Department acknowledgement: _____

I. EVENT DETAILS

- Incomplete applications will not be accepted.
- Changes in this information must be submitted to the City Clerk, in writing, at least three weeks prior to the event

FEES: **FIRST TIME EVENT:** **\$200.00**
 ANNUAL APPLICATION FEE: **\$165.00**

(Please print clearly or type)

Date of Application January 26, 2018

Name of Event Celebrate Birmingham Hometown Parade & Party in Shain Park

Detailed Description of Event (attach additional sheet if necessary) _____

Annual parade ending with family events in Shain Park

Location S. Old Woodward, Frank, Brown, Pierce, Martin, and Bates

Date(s) of Event Sunday, May 20, 2018 Hours of Event 1:00 PM – 4:00 PM

Date(s) of Set-up Sunday, May 20, 2018 Hours of Set-up 9:00 AM

- Parade staging/set up 9:00 AM (S. Old Woodward, Frank to the triangle area)
- Parade: 1:00 PM (begins at Frank/Old Woodward, travels north on Old Woodward, west on Brown, north on Pierce, west on Martin, ends in Shain Park)
- Activities in park: set up begins at 10:00 AM, activities held from 1:00 PM-4:00 PM

Date(s) of Tear-down Sunday, May 20, 2018 Hours of Tear-down 4:00 PM – 6:00 PM

Organization Sponsoring Event City of Birmingham

Organization Address 151 Martin

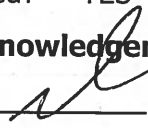
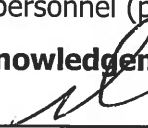
Organization Phone 248.530.1880

Contact Person Cherilynn Brown, City Clerk

Contact Phone 248.530.1880 Day of Phone No.: 248-563-0260

Contact Email cmynsberge@bhamgov.org

II. EVENT INFORMATION

1. Organization Type City
(city, non-profit, community group, etc.)
2. Additional Sponsors or Participants (Provide name, address, contact person, status, etc. for all additional organizations sponsoring your event.) TBD
3. Is the event a fundraiser? NO
List beneficiary _____
List expected income _____
Attach information about the beneficiary.
4. First time event in Birmingham? NO
If no, describe Annual event
5. Total number of people expected to attend per day 2,000
6. The event will be held on the following City property: (Please list)
☒ Street(s) S. Old Woodward, Brown, Pierce, Martin and Bates
☒ Sidewalk(s) Same as above. Parade announcers, sound equipment and Bloomfield Community Television film crew, and Parade judges will be set up on the sidewalk in front of the Martin Rd. entrance to City Hall. In order to allow Bloomfield Community Television safe space to load their equipment following the parade, they will be allowed to pull their truck parallel to the curb in front of City Hall prior to the police re-opening the road.
☒ Park(s) Shain Park
7. Will street closures be required? YES
(Police Department acknowledgement prior to submission of application is required) (initial here) 
8. What parking arrangements will be necessary to accommodate attendance?
Parking structures
9. Will staff be provided to assist with safety, security and maintenance? YES
If yes, please provide number of staff to be provided and any specialized training received.
Describe Clerk's Office staff and community volunteers
10. Will the event require safety personnel (police, fire, paramedics)? YES
(Police Department acknowledgement prior to submission of application is required.) (initial here) 
Describe Police personnel at barricades; Police department escort in and at end of parade; request fire department truck in parade

11. Will alcoholic beverages be served? NO

If yes, additional approval by the City Commission is required, as well as the Michigan Liquor Control Commission.

12. Will music be provided? YES

☒ Live ☒ Amplification ☐ Recorded ☒ Loudspeakers

Time music will begin 1:00 PM

Time music will end 4:00 PM

Location of live band, DJ, loudspeakers, equipment must be shown on the layout map.

13. Will there be signage in the area of the event? YES

Number of signs/banners 3 banners (Pierce, Chester and N. Old Woodward structures)

Size of signs/banners see attached photo

Submit a photo/drawing of the sign(s). **A sign permit is required.**

14. Will food/beverages/merchandise be sold? YES

Peddler/vendor permits must be submitted to the Clerk's Office, at least two weeks prior to the event.

- All food/beverage vendors must have Oakland County Health Department approval.
- Attach copy of Health Dept approval.
- There is a \$50.00 application fee for all vendors and peddlers, in addition to the \$10.00 daily fee, per location.

LIST OF VENDORS/PEDDLERS

(attach additional sheet if necessary)

VENDOR NAME	GOODS TO BE SOLD	WATER HOOK-UP REQUIRED?	ELECTRIC REQUIRED?
TBD			

III. EVENT LAYOUT

- Include a map showing the park set up, street closures, and location of each item listed in this section.
- Include a map and written description of run/walk route and the start/finish area

1. Will the event require the use of any of the following municipal equipment?
(show location of each on map)

EQUIPMENT	QUANTITY	COST	NOTES
Picnic Tables		6 for \$200.00	A request for more than six tables will be evaluated based on availability.
Trash Receptacles	6	\$4.00 each	Trash box placement and removal of trash is the responsibility of the event. Additional cost could occur if DPS is to perform this work.
Dumpsters	1	\$200.00 per day	Includes emptying the dumpster one time per day. The City may determine the need for additional dumpsters based on event requirements.
Utilities (electric)	TBD # of vendors requiring utilities	Varies	Charges according to final requirements of event.
Water/Fire Hydrant		Contact the Fire Department.	Applicant must supply their own means of disposal for all sanitary waste water. Waste water is NOT allowed to be poured into the street or on the grass.
Audio System	0	\$200.00 per day	Must meet with City representative.
Meter Bags / Traffic Cones / Barricades	# to be determined by the Police Department.		

2. Will the following be constructed or located in the area of the event? **YES** NO
(show location of each on map) NOTE: Stakes are not allowed.

TYPE	QUANTITY	SIZE
Tents/Canopies/Awnings (A permit is required for tents over 120 sq ft)	TBD	10 x 10
Portable Toilets	5	
Rides		
Displays		
Vendors	4	TBD
Temporary Structure (must attach a photo)		
Other (describe) Inflatables	3-4	TBD

SIGNATURE OF APPLICANT REQUIRED

EVENT NAME Celebrate Birmingham Hometown Parade

EVENT DATE Sunday, May 20, 2018

The Birmingham City Commission shall have sole and complete discretion in deciding whether to issue a permit. Nothing contained in the City Code shall be construed to require the City Commission to issue a permit to an applicant and no applicant shall have any interest or right to receive a permit merely because the applicant has received a permit in the past.

As the authorized agent of the sponsoring organization, I hereby agree that this organization shall abide by all conditions and restrictions specific to this special event as determined by the City administration and will comply with all local, state, and federal rules, regulations and laws.


Signature

1-26-2018
Date

IV. SAMPLE LETTER TO NOTIFY ANY AFFECTED PROPERTY/BUSINESS OWNERS

- Organizer must notify all potentially affected residential property and business owners of the date and time this application will be considered by the City Commission. *(Sample letter attached to this application.)*
- Attach a copy of the proposed letter to this application. The letter will be reviewed and approved by the Clerk's Office. The letter must be distributed at least two weeks prior to the Commission meeting.
- A copy of the letter and the distribution list must be submitted to the Clerk's Office at least two weeks prior to the Commission meeting.
- If street closures are necessary, a map must be included with the letter to the affected property/business owners.



SPECIAL EVENT NOTIFICATION

TO ALL PROPERTY/BUSINESS OWNERS

The Birmingham City Code requires that we receive approval from the Birmingham City Commission to hold the following special event. The code further requires that we notify any property owners or business owners that may be affected by the special event of the date and time that the City Commission will consider our request so that an opportunity exists for comments prior to this approval.

NAME OF EVENT: Celebrate Birmingham Parade & Party in the Park
LOCATION: Downtown Birmingham – Old Woodward and Shain Park (see attached map)
DATES/TIMES: Sunday, May 20, 2018

- Parade staging/set up: 9:00 AM (South Old Woodward, south of Frank)
- Parade: at 1:00 PM (North on Old Woodward, west on Brown, north on Pierce, west on Martin, south on Bates, and ends in Shain Park)
- Activities in the Park: set up begins at 10:00 AM, activities held from 1:00 PM – 4:00 PM

DATE/TIME OF CITY COMMISSION MEETING: Monday, February 12, 2018, 7:30 PM
The city commission meets in room 205 of the Municipal Building at 151 Martin. A complete copy of the application to hold this special event is available for your review at the city clerk's office (248.530.1880).

EVENT ORGANIZER: City of Birmingham, Celebrate Birmingham Parade Committee
City Staff and on day of event contact: Cherilynn Mynsberge, 248.563.0260,
cmynsberge@bhamgov.org Website: www.bhamgov.org/parade

TO MANAGERS OF BUILDINGS CONTAINING MORE THAN ONE UNIT: PLEASE POST THIS NOTICE AT THE MAIN ENTRANCE TO YOUR BUILDING.



SPECIAL EVENT NOTIFICATION

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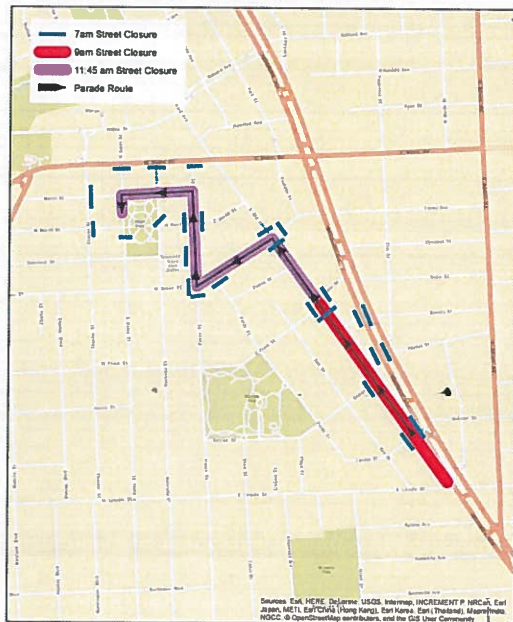
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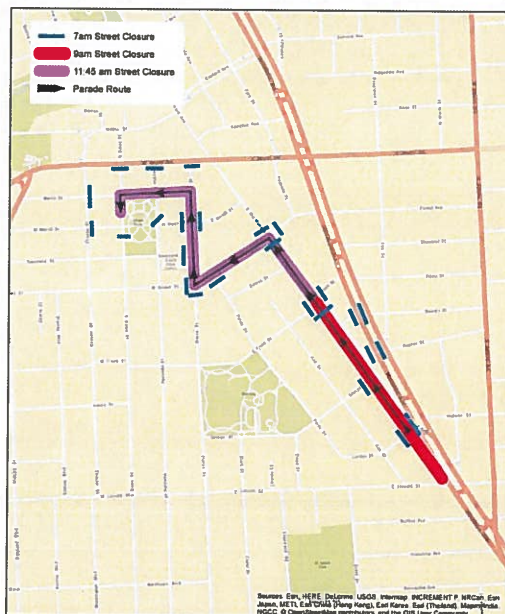
City of Birmingham
City Clerk's Office 151
Martin
Birmingham, MI 48009

Parade Route and Street Closures



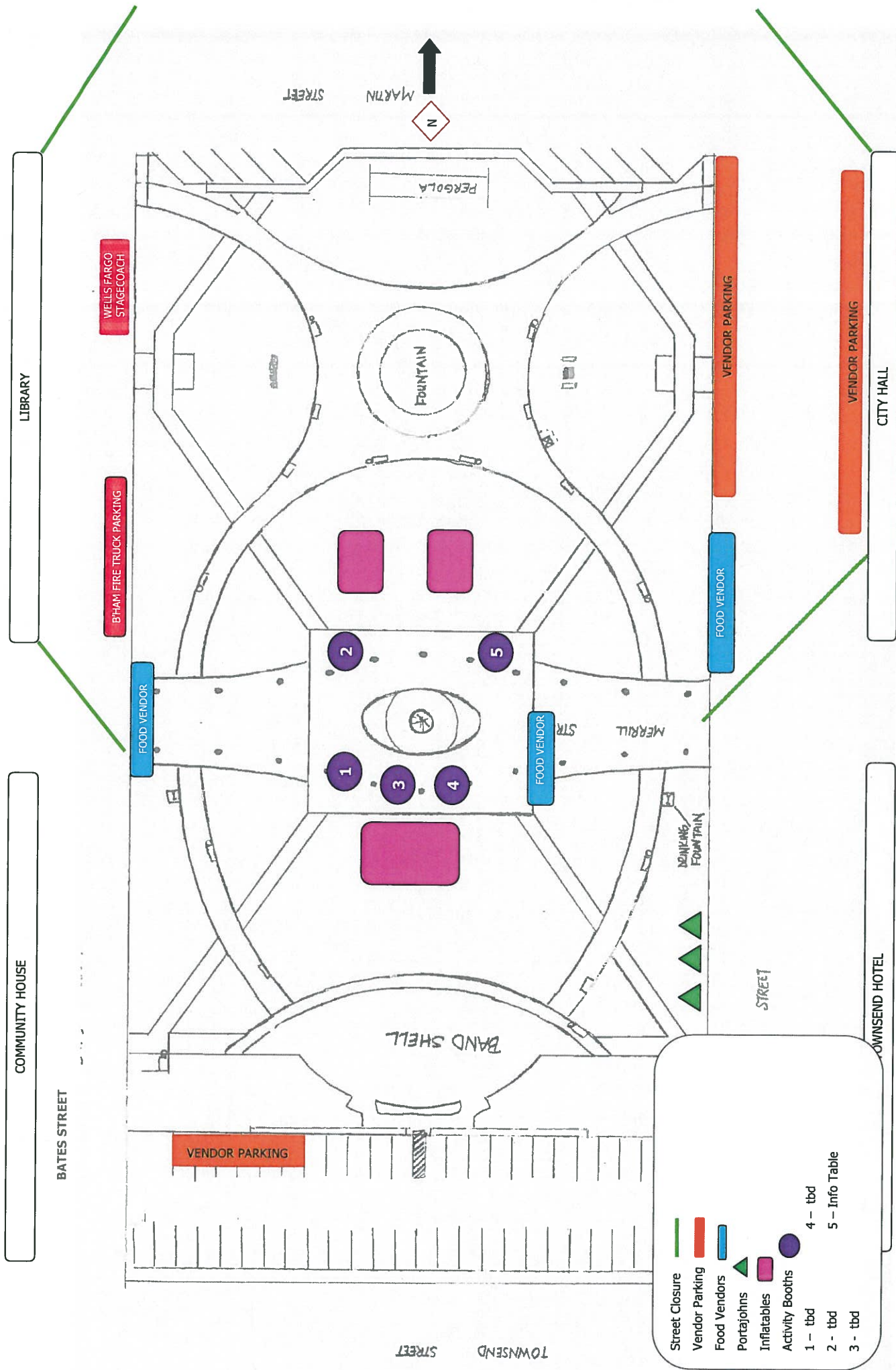
City of Birmingham
City Clerk's Office 151
Martin
Birmingham, MI 48009

Parade Route and Street Closures



Parade Route and Street Closures





**'CELEBRATE BIRMINGHAM'' PARADE
AND POST-PARADE PARTY
Sunday, May 21st, 1:00 p.m.**

ROLLERBLADING,
BIKING OR
SKATING
OF ANY KIND
PROHIBITED
IN THIS
FACILITY
CITY ORDINANCE

Photo by Ed Morykwas, River of Time Photography

DEPARTMENT APPROVALS

EVENT NAME Celebrate Bham Hometown Parade/Party

LICENSE NUMBER #18-00011187

COMMISSION HEARING DATE: February 12, 2018

NOTE TO STAFF: Please submit approval by **2/1/18**

DATE OF EVENT: May 20, 2018

DEPARTMENT	APPROVED	COMMENTS	PERMITS REQUIRED (Must be obtained directly from individual departments)	ESTIMATED COSTS (Must be paid two weeks prior to the event. License will not be issued if unpaid.)	ACTUAL COSTS (Event will be invoiced by the Clerk's office after the event)
PLANNING 101-000.000-634.0005 248.530.1855	BC/CA	No comments/costs	None	\$0	\$0
BUILDING 101-000.000.634.0005 248.530.1850	MM	No Building Department involvement		\$0	\$0
FIRE 101-000.000-634.0004 248.530.1900	JMC			\$0	\$0
POLICE 101-000.000.634.0003 248.530.1870	SG	Street closure and personnel		\$0	\$0
PUBLIC SERVICES 101-000.000-634.0002 248.530.1642	Carrie Laird	Includes Barricade placement and removal, and any setup or removal occurring on weekdays before and after event. Does NOT include any costs occurring weekend of event. If assistance is requested for weekend of the event, there will be additional costs.		\$1,400	
ENGINEERING 101-000.000.634.0002 248.530.1839	A.F.	It should be noted that the intersection of Old Woodward and Brown will be under construction during this time. The Engineering Department will coordinate	None	\$0	\$0

		w/ contractor to ensure the intersection is cleanup as much as possible for that weekend			
SP+ PARKING	A.F.	Forwarded information to SP+ 01/26/18	None	\$0	\$0
INSURANCE 248.530.1807	CA	City Event	None	\$0	\$0
CLERK 101-000.000-614.0000 248.530.1803		Notification letters mailed by applicant on 1/26/18. Notification addresses on file in the Clerk's Office. Evidence of required insurance must be on file with the Clerk's Office no later than (city event).	Applications for vendors license must be submitted no later than 5/4/18.	\$0 (city event)	\$0
				TOTAL DEPOSIT REQUIRED \$1,400.00	ACTUAL COST

FOR CLERK'S OFFICE USE

Deposit paid _____

Actual Cost _____

Due/Refund_____



MEMORANDUM

Office of the City Manager

DATE: January 25, 2018

TO: Joseph A. Valentine, City Manager

FROM: Tiffany J. Gunter, Assistant City Manager

SUBJECT: Parking Validation Code Reader

A recent opportunity to enhance internal control measures within the parking system has been identified. Our parking management company currently prints validation passes outside of the parking access and revenue control system (PARCS). The passes are created by printing a manually created QR code on generic business card stock from a desktop computer. These QR codes can only be generated by using a specific number pattern provided by the PARCS vendor. This process does create the potential for fraudulent activity given that there is no direct connection with the control system.

SP+ has been following closely monitored procedures to minimize any errors or fraud in the system. The Office Manager, acting as the coupon administrator, is currently the only issuer of the QR codes and is the only individual that has been trained to create the passes. After a QR code is created, a log is maintained with the date, company purchasing the coupons, and payments received (if necessary). SP+ requires signatures of the employees that delivered the coupons and signatures from the company representative that picked them up.

Although these existing procedures help reduce the potential for risk, there are still ways to manipulate the system. Chiefly, there is no procedural method to verify how many QR codes are printed at any given time. This represents an audit risk that we recommend be mitigated immediately.

The purchase and installation of a validation desktop coder will minimize this risk substantially. This coder will generate validation passes directly from the PARCS. This will provide reliable accounting for all QR codes that are created by creating a permanent report that can be filed and audited for accuracy and completeness. Used in conjunction with current procedures, this would ensure that the proper revenue controls are in place.

SUGGESTED RESOLUTION:

To waive normal bid requirements for this sole source vendor and to authorize the purchase and installation of a Desktop Coder from Harvey Electronics for fiscal year 2017-2018 in the amount of \$16,021.00 from account #585-538.001-971.0100



MEMORANDUM

IT Department

DATE: January 23, 2018

TO: Joseph A. Valentine, City Manager

FROM: Eric Brunk, IT Manager
Mark H. Clemence, Chief of Police

SUBJECT: Replacement of Police Department Microfiche Reader

The police department currently uses an obsolete microfiche reader that was purchased in 1998. That machine has been in decline and mostly unusable for the past eight months. Multiple vendors have failed to repair the unit and restore it to full working status as parts are no longer available for the unit.

DSS Corporation reached out to its customer base to see if anyone had a spare unit that they would be willing to sell. Jackson National Life Insurance has a machine (new in box) that they would be willing to part with at a discounted price and DSS would like to use that to replace our failing unit.

The comparable price for new units with the same functions as our current unit range from \$10,000 to \$16,000. Used units range from \$2,800 to \$8,000. The unit that DSS found is new in box and was purchased as a backup unit but never installed. They are asking a purchase price of \$7,500. The normal retail price on the unit is \$15,600. The unit will be installed by DSS for no cost. Funds are available in the IT Computer Maintenance account # 636-228.000-933.0600 to provide for this purchase.

We will not be purchasing the accompanying service agreement from Eastman Kodak Co., as we have an existing time and materials contract with DSS for system repairs.

SUGGESTED RESOLUTION:

To approve the purchase of a Kodak 2400DSV Plus digital microfilm printer/scanner/reader from DSS Corporation in the amount of \$7,500, further to authorize this expenditure from IT Computer Maintenance account # 636-228.000-933.0600.



Birmingham Police Department
Kodak 2400 DSV

Quote valid until 06/15/18

Qty	Catalog #	Description	Unit Cost
1	8452575	Kodak Digital Microfilm 2400DSV Printer/Scanner	

Above System Includes:
Kodak 2400 DSV Microfilm Scanner
Cable
Prism Zoom Lens 23-50x
15A Film Carrier
Powerfilm application software

Normal retail on this package: \$15,600.00

Your price: \$ 7,500.00

SERVICE AGREEMENT

- Equipment Service Agreement provided by Eastman Kodak Co. per year main unit and carrier \$1,950.00
- PM every six months with service contract
- Parts, Labor and Travel included with service agreement
- Service agreement not included in purchase price
- Delivery, Installation and Training Provided by Kodak Included

Customer responsible for PC and Network Printer.



MEMORANDUM

IT Department

DATE: 02/05/2018
TO: Joseph A. Valentine, City Manager
FROM: Eric Brunk, IT Manager
SUBJECT: ESRI Software License renewal

The City of Birmingham has ArcGIS server and desktop software in community development purchased from ESRI, Inc. for the purpose of mapping and tracking city infrastructure and resources. Licensing and maintenance for this software is setup on a yearly renewal. Our current software license and maintenance is up for renewal by the 7th of March 2018.

We currently have 3 licenses of server, 5 licenses of Desktop and 7 licenses of arcpad that need to be renewed.

Total cost for licenses and software maintenance from ESRI Inc. is \$8950.00. Funds are available in the GIS fund 636-228.000-973.0500

SUGGESTED RESOLUTION:

Authorize the IT department to purchase the licenses and maintenance for the ArcGIS software installed in Community Development total cost not to exceed \$8950.00. Funds are available in the IT GIS fund account # 636-228.000-973.0500



Esri Inc
380 New York Street
Redlands CA 92373

Subject: Renewal Quotation

Date: 02/04/2018
To: Eric Brunk
Organization: City of Birmingham
Information Technology Dept
Fax #: 248-530-12855301885 **Phone #:** 248-530-1885

From: Trina Isaacs
Fax #: 909-307-3083 **Phone #:** 888-377-4575 Ext. 2258
Email: tisaacs@esri.com

Number of pages transmitted
(including this cover sheet): 4

Quotation #25823164
Document Date: 12/06/2017

Please find the attached quotation for your forthcoming term. Keeping your term current may entitle you to exclusive benefits, and if you choose to discontinue your coverage, you will become ineligible for these valuable benefits and services.

If your quote is regarding software maintenance renewal, visit the following website for details regarding the maintenance program benefits at your licensing level
<http://www.esri.com/apps/products/maintenance/qualifying.cfm>

All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your coverage at a later date.

Please note: Certain programs and license types may have varying benefits. Complimentary User Conference registrations, software support, and software and data updates are not included in all programs.

Customers who have multiple copies of certain Esri licenses may have the option of supporting some of their licenses with secondary maintenance.

For information about the terms of use for Esri products as well as purchase order terms and conditions, please visit
<http://www.esri.com/legal/licensing/software-license.html>

If you have any questions or need additional information, please contact Customer Service at 888-377-4575 option 5.

**esri**[®]

380 New York Street
Redlands, CA 92373
Phone: 888-377-4575/2258
Fax #: 909-307-3083

Quotation

Date: 12/06/2017**Quotation Number:** 25823164**Contract Number:** 318946

City of Birmingham
Information Technology Dept
PO Box 3001
P.O. Box 3001
Birmingham MI 48012-3001
Attn: Eric Brunk

Customer Number: 151933

For questions regarding this document, please contact Customer Service at 888-377-4575.

Send Purchase Orders To:

Environmental Systems Research Institute, Inc.
380 New York Street
Redlands, CA 92373-8100
Attn: Trina Isaacs

Please include the following remittance address on your Purchase Order:

Environmental Systems Research Institute, Inc.
P.O. Box 741076
Los Angeles, CA 90074-1076

Item	Qty	Material#	Unit Price	Extended Price
10	1	52384 ArcGIS Desktop Advanced Concurrent Use Primary Maintenance Start Date: 03/07/2018 End Date: 03/06/2019	3,000.00	3,000.00
1010	1	87194 ArcGIS Desktop Basic Concurrent Use Primary Maintenance Start Date: 03/07/2018 End Date: 03/06/2019	700.00	700.00
2010	3	87195 ArcGIS Desktop Basic Concurrent Use Secondary Maintenance Start Date: 03/07/2018 End Date: 03/06/2019	500.00	1,500.00
3010	2	109842 ArcGIS for Server Workgroup Standard One Core Additional Migrated Maintenance Start Date: 03/07/2018 End Date: 03/06/2019	500.00	1,000.00
4010	7	114511	250.00	1,750.00

Quotation is valid for 90 days from document date.

Any estimated sales and/or use tax has been calculated as of the date of this quotation and is merely provided as a convenience for your organization's budgetary purposes. Esri reserves the right to adjust and collect sales and/or use tax at the actual date of invoicing. If your organization is tax exempt or pays state taxes directly, then prior to invoicing, your organization must provide Esri with a copy of a current tax exemption certificate issued by your state's taxing authority for the given jurisdiction.

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

Issued By: Trina Isaacs**Ext:** 2258

[CSBATCHDOM]

To expedite your order, please reference your customer number and this quotation number on your purchase order.



esri[®]

380 New York Street
Redlands, CA 92373
Phone: 888-377-45752258
Fax #: 909-307-3083

Quotation

Page 2

Date: 12/06/2017

Quotation Number: 25823164

Contract Number: 318946

Item	Qty	Material#	Unit Price	Extended Price
		ArcPad Maintenance Start Date: 03/07/2018 End Date: 03/06/2019		
5010	1	109845 ArcGIS for Server Workgroup Standard Up to Two Cores Migrated Maintenance Start Date: 03/07/2018 End Date: 03/06/2019	1,000.00	1,000.00

Item Subtotal	8,950.00
Estimated Tax	0.00
Total	USD 8,950.00

DUNS/CEC: 06-313-4175 **CAGE:** 0AMS3



esri[®]

380 New York Street
Redlands, CA 92373
Phone: 888-377-45752258
Fax #: 909-307-3083

Quotation

Page 3

Date: 12/06/2017 **Quotation No:** 25823164 **Customer No:** 151933 **Contract No:** 318946

Item	Qty	Material#	Unit Price	Extended Price
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IF YOU WOULD LIKE TO RECEIVE AN INVOICE FOR THIS MAINTENANCE QUOTE YOU MAY DO ONE OF THE FOLLOWING:

- RESPOND TO THIS EMAIL WITH YOUR AUTHORIZATION TO INVOICE
- SIGN BELOW AND FAX TO 909-307-3083
- FAX YOUR PURCHASE ORDER TO 909-307-3083
- EMAIL YOUR PURCHASE ORDER TO Service@esri.com

REQUESTS VIA EMAIL OR SIGNED QUOTE INDICATE THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION AND THAT YOUR ORGANIZATION DOES NOT REQUIRE A PURCHASE ORDER.

If there are any changes required to your quotation please respond to this email and indicate any changes in your invoice authorization.

If you choose to discontinue your support, you will become ineligible for support benefits and services. All maintenance fees from the date of discontinuation will be due and payable if you decide to reactivate your support coverage at a later date.

The items on this quotation are subject to and governed by the terms of this quotation, the most current product specific scope of use document found at <http://www.esri.com/~ /media/Files/Pdfs/legal/pdfs/e300.pdf> and your signed agreement with Esri, if applicable. If no such agreement covers any item, then Esri's standard terms and conditions and product specific scope of use, found at <http://www.esri.com/legal/software-license> apply to your purchase of that item. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Acceptance of this quotation is limited to the terms of this Quotation. State and local government entities in California or Maryland buying under the State Contract are also subject to the terms and conditions found at <http://www.esri.com/legal/supplemental-terms-and-conditions>. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's offerings.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy ,GSA, BPA) on your ordering document.

By signing below , you are authorizing Esri to issue a software support invoice in the amount of USD _____ plus sales tax, if applicable.

Please check one of the following:

_____ I agree to pay any applicable sales tax.

_____ I am tax exempt. Please contact me if Esri does not have my current exempt information on file.

Signature of Authorized Representative

Date

Name (Please Print)

Title

[CSBATCHDOM]



MEMORANDUM

Finance Department

DATE: February 2, 2018

TO: Joseph A. Valentine, City Manager

FROM: Kathryn Burrick, Senior Accountant
Mark Gerber, Director of Finance/Treasurer

SUBJECT: Public Services Community Development Block Grant (CDBG)
Contract

The 2017-2018 CDBG application was approved by the City Commission on December 5, 2016. At the time, the funding was anticipated to be spent as follows: \$3,300 for Senior Services, \$6,306 for Yard Services, and \$22,414 for minor home repair. Subsequently, the City was notified that there was additional funding available. On the November 13, 2017, Commission Meeting, the City Commission approved the following allocation of funds which incorporated the additional grant funds: \$3,300 for Senior Services, \$6,017 for Yard Services, and \$37,268 for minor home repair. On December 22, 2017, Oakland County authorized spending of the 2017-2018 CDBG grant (see attached letter).

The Minor Home Repair grant provides assistance for improving permanent residential structures. The Yard Services grant provides assistance for lawn cutting, tree trimming, spring and fall yard clean-up, gutter cleaning, snow removal, leaf removal and salting. Senior Outreach Services provides referral services for items such as home delivered meals, income tax assistance, medical counseling and legal assistance. Competitive bidding for these public services was required.

On Friday, July 21, 2017, sealed bid proposals entitled, "CDBG Bid Proposal" were opened and read. The request for proposal (RFP) was advertised in the Observer & Eccentric Newspaper on July 9, 2017, posted outside of the City Clerk's Office and sent to three potential agencies using a Public Service Directory as provided by Oakland County. The department received one bid as follows:

<u>Agency</u>	
NEXT (formerly BASCC)	Bid Received
Oakland Livingston Human Services Agency (OLHSA)	No bid received
Community Services of Oakland (CSO)	No bid received

The bid was evaluated on a point rating system as required by Oakland County's procurement guidelines. This system allows the decision to be based on the best service provider. The criteria and points rating system was established before the RFP was issued and all potential bidders were informed of this process.

In evaluating the bid, NEXT received an average point score of 99.50 based on NEXT's past experience with the City, availability of qualified personnel, capability, and familiarity with the CDBG program. Currently NEXT is administering the City's 2016-2017 CDBG Yard Service, Senior Outreach Service program, and Minor Home Repair.

It is recommended that the Public Services Contract be awarded to NEXT for the 2017-2018 Program Year with an ending contract date of December 31, 2018 which is the maximum 1.5 year contract date allowable by Oakland County. This will allow NEXT until December 31, 2018 to expend their grant balance.

SUGGESTED RESOLUTION:

To award the 2017-2018 Public Services contract totaling \$46,585 for Minor Home Repair, Yard Services and Senior Outreach Services to NEXT under the Community Development Block Grant Program; and further, to authorize the Mayor to sign the contract on behalf of the City.

**COMMUNITY DEVELOPMENT BLOCK GRANT
PUBLIC SERVICE CONTRACT
PY 2017**

CITY OF BIRMINGHAM

Municipality

NEXT

Service Agency

Effective Date: July 1, 2017 *Ending Date:* December 31, 2018

This contract shall be effective for 1.5 years from the beginning effective date or when funding has been expended, whichever comes first. Contracts should not exceed 1.5 years in duration.

CONTRACT FUNDING SOURCES:

CDBG Program Year: 2017-2018 **Account Name:** Yard Services, Senior Services, Minor Home Repair

Total CDBG Dollar Amount of Contract: \$ 46,585

Section I. AGREEMENT

This contract is made this day, 01 / 29 / 2018, between NEXT,
(Name of Service Agency)
hereinafter designated as the "Service Agency", having its principal office at
2121 Midvale Avenue, Birmingham, MI 48009
(Service Agency Address)
and, CITY OF BIRMINGHAM, hereinafter designated as the "Municipality",
(Name of Municipality)
having its principal office at 151 Martin Street, Birmingham, MI 48009.
(Municipality Address)

Section II. PURPOSE

A) The purpose of this contract shall be: (List a detailed description of services to be provided, for whom and at what cost. Include a specific unit of measure to document how costs are derived. Include attachments as needed) Providing Yard Services, Senior Services, and Minor Home Repair to low and moderate income homeowners, including senior citizens and persons with disabilities, of the City. The City of Birmingham has designated program year 2017-2018 CDBG funds in the amounts of \$6,017 for Yard Services, \$3,300 for Senior Services, and \$37,268 for Minor

Home Repair. These programs will be administered for the City through NEXT and a volunteer board appointed by NEXT for the 2017-2018 program year beginning July 1, 2017 and ending December 31, 2018. Costs are derived using the number of low-moderate income persons with new access to service.

B) Federal CDBG Performance Measures are pre-determined for public service activities and include: Goal - Improve Quality of Life; Objective - Suitable Living Environment; Indicator - # of Low/Moderate Income Persons with New Access to Service as reported in the Direct Benefit Activity Report; Outcome - Improved Availability/Accessibility.

Section III. THE SERVICE AGENCY'S RESPONSIBILITIES

The Service Agency shall:

- A) Maintain records pertaining to the monies received and services provided in accordance with this agreement for a minimum of four years from the completion of this agreement. Allow the County of Oakland, the U.S. Department of Housing and Urban Development (HUD), the Comptroller General of the United States and any of their authorized representative's access to financial records pertaining to Community Development Block Grant Funds and this agreement for the purpose of audit or examination.
- B) Provide the Municipality and Oakland County Community & Home Improvement Division a specific unit(s) of measure for all services. NEXT will bill administrative costs 20% of the contract amount.
- C) Provide the Municipality invoices for services rendered based on actual costs.
- D) Submit payment requests that include required supporting documentation monthly or quarterly. Required documentation includes the "Direct Benefit Activity Report" to capture client information.
- E) Provide management and personnel to adequately perform the services prescribed by this agreement.
- F) Be solely responsible for any and all taxes (federal, state and/or local); worker's compensation insurance; disability payments; social security payments; unemployment insurance payments; insurance, and/or any similar type of payments for the Agency or any employee thereof; and shall hold the Municipality harmless from any and all such payments.
- G) Provide insurance in the kind and amount specified by the Municipality. The Municipality shall be named as an additional insured thereon and furnished with a certificate thereof when applicable.
- H) The Agency will not solicit or apply funds from any other source for the services reimbursed under this agreement.

Section IV. THE MUNICIPALITY'S RESPONSIBILITIES

The Municipality shall:

- A) In consideration for services rendered by the Service Agency, pay a total sum not to exceed the CDBG program year funded amount specified above.
- B) The municipality shall require written documentation of the client benefit qualification to be kept on site with the agency.
- C) The municipality must monitor the service agency at least once during the contract period.
- D) Recompose the Service Agency upon receipt of a payment request that includes accurate required supporting documentation from the Service Agency in amounts and time intervals as specified here.

Payment requests from the Service Agency are to be received monthly, quarterly, or annually.

Section V. COMPLIANCE

- A) The Service Agency shall comply with applicable laws, ordinances, codes and regulations of the Federal, State and local governments.
- B) Client Eligibility: All clients served under this agreement shall be qualified via either the HUD section 8 income verification or the HUD "presumed benefit" verification.

Section VI. DISCRIMINATION PROHIBITED

The Service Agency shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, condition or privileges of employment on a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status pursuant to the Elliot Larsen Civil Rights Act, 1976, P.A. 453. The Service Agency and the Municipality shall also comply with the provisions of the Michigan Handicappers Civil Rights Act, 1976, P.A. 220 and the Federal Rehabilitation Act of 1973, P.A. 93-112, 87 Stat. 394, which require that no employee or client or otherwise qualified handicapped individual shall, solely by reason of his/her handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance. No person shall, on the grounds of race, creed, color, sex, age, national origin, height, weight, handicap, marital status, sexual orientation, or gender identity be excluded from participation in, be denied the proceeds of, or be subject to discrimination in the performance of this contract.

Section VII. PROHIBITION OF POLITICAL AND RELIGIOUS ACTIVITY

There shall be no religious worship, instruction or proselytization as part of, or in connection with, the performance of this agreement. None of the funds, materials, property or services under this agreement shall be used in the performance of this agreement for any partisan political activity, including lobbying, as specified in Federal Circular A-122 Cost Principles for Nonprofit Organizations -- lobbying revisions, or to further the election, defeat, recall, impeachment, appointment or dismissal of any candidate for or from any public office.

Section VIII. GENERAL CONTRACT PROVISIONS

- A) Merger or Integration: This agreement constitutes the entire agreement between the Service Agency and the Municipality with respect to the subject matter hereof; there are no other further written or oral understandings or agreements with respect hereto.
- B) Modification, Assignment or Subcontracting Absent Prior Written Consent: No variation or modification of this agreement and no waiver of its provisions shall be valid unless in writing and signed by the duly authorized officers of the Service Agency and the Municipality. Any alterations, additions or deletions to the terms of this agreement, which are required by the enactment of legislation, regulations and directives, are automatically incorporated into this agreement on the date designated by law, regulation or directive.

- C) Termination: Either party may, at any time during the life of this agreement, terminate this agreement by giving thirty (30) days written notice to the other party and Oakland County Community & Home Improvement Division of its intention to terminate and an opportunity for consultation prior to termination. In the event of a termination, the Municipality's obligation shall only be to reimburse the Service Agency for services rendered up to notification of termination.
- D) Addendum: A contract duration may be extended or shortened, funds may be added or subtracted via an addendum signed by a representative from the Municipality and the Service Agency indicating the exact changes. The Municipality shall provide a copy to Oakland County Community & Home Improvement.
- E) Hold Harmless: To the fullest extent permitted by law, the Service Agency agrees to indemnify, pay in behalf of, and hold harmless the Municipality, Oakland County Community & Home Improvement, their elected and appointed officials, employees, volunteers, boards, commissions and others working in behalf of the Municipality and/or County, against any and all claims, demands, suits, losses, including all costs connected therewith for any damages which may be asserted, claimed or recovered against or from the Municipality and/or County, by reason of personal injury, including bodily injury and death, and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with the activity authorized by this contract.
- F) Confidentiality: The use or disclosure of information by the Municipality or Service Agency concerning services, applicants or recipients obtained in connection with the performance of the agreement shall be restricted to the purposes directly connected with the administration of the services provided under this agreement. Such information shall not be used for any other purpose unless required by law, statute or other legal process and is disclosed to Oakland County Community & Home Improvement.
- G) Disputes: The Municipality shall notify the Service Agency in writing of its intent to pursue a claim against the Service Agency for breach of any terms of this agreement. No suit may be commenced by the Municipality for breach of the agreement prior to the expiration of ninety (90) days from the date of such notification. Within this ninety (90) day period, the Municipality at the request of the Service Agency must meet with an appointed representative of the Service Agency for the purpose of attempting to resolve the dispute. The Service Agency shall be given the opportunity to cure or remedy any breach within such ninety (90) day period.
- H) Notices: Whenever under this agreement a provision is made for notice of any kind, unless otherwise herein expressly provided, it shall be in writing and shall be served personally or sent by registered or certified mail with postage prepaid to the designated representatives at the addresses supplied below. A copy shall be provided to Oakland County Community & Home Improvement.
- I) Equal Employment Opportunity: The Service Agency shall comply with Executive Order 11246 of Sept. 24, 1965, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 October 13, 1967, and as supplemented in Department of Labor regulations (41 CFR chapter 60).

- J) Copeland "Anti-Kickback" Act: The Service Agency shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C.874) as supplemented in Department of Labor regulations (29 CFR part 3). (Applies to contracts and sub grants for construction or repair)_
- K) Reporting/Monitoring Requirements: The Municipality shall monitor the operations of vendor activities under this contract to assure compliance with applicable Federal requirements, contract provisions and that performance goals are being achieved on an annual basis.
- L) Patent Regulations: The Service Agency shall comply with the Municipality's requirements pertaining to patent rights with respect to any discovery or invention, copyrights and rights in data which arise or is developed in the course of or under such contract.
- M) Debarment, Suspension, Ineligibility and Voluntary Exclusion
The Service Agency shall comply with the provisions of 24 CFR Part 24 that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this contract. Additionally, the Contractor shall not use, directly or indirectly, any of the funds provided by this contract to employ, award contracts to, or otherwise engage the services of, or fund any contractor/subcontractor during any period that the contractor/subcontractor is debarred, suspended or ineligible under the provisions of 24 CFR Part 24. Using the Excluded Parties Listing System (<http://epls.arnet.gov>), Oakland County Community & Home Improvement Division has determined, as of the date of this contract that the Contractor is not excluded from Federal Procurement and Non-procurement Programs.
- N) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)-Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

IX. SERVICE AGENCY AND MUNICIPALITY CONTACT INFORMATION

SERVICE AGENCY

MUNICIPALITY

Name: NEXT

Name: CITY OF BIRMINGHAM

Representative Name: Cris Braun

Representative Name: J. Cherilynn Mynsberge

Phone #: (248) 203-5270

Phone #: (248) 530-1802

Address: 2121 Midvale Avenue

Address: 151 Martin Street

Birmingham, Michigan 48009

Birmingham, Michigan 48009

E-mail Address: cbraun@birningham.k12.mi.us

E-mail Address: cmynsberge@bhamgov.org

IRS #: 38-2280601

IRS #: 38-6004664

X. CONTRACT ACCEPTANCE

The undersigned indicate by their signatures that they are authorized to act on behalf of their respective party in this capacity. CDBG funds may not be legally obligated until after the municipality has received the official award of funds letter for this program year.

SERVICE AGENCY

MUNICIPALITY

Name: NEXT

Name: CITY OF BIRMINGHAM

Officer Name: Cris Braun

Officer Name: Andrew M. Harris

Officer Title: Executive Director

Officer Title: Mayor

Signature: 

Signature:

Witnessed: 

Witnessed:

Date: Jan 29th 2018

Date:

Revised 7/12/17



COMMUNITY &
HOME IMPROVEMENT

OAKLAND COUNTY EXECUTIVE L. BROOKS PATTERSON

Karry L. Rieth, Manager
(248) 858-0493

December 22, 2017

Dear Community Development Block Grant (CDBG) Administrator:

The Community & Home Improvement Division is pleased to inform you that you may now obligate and expend program year (PY) 2017 Community Development Block Grant (CDBG) funds.

The enclosed materials including this letter, Subrecipient Agreement, Funding Approval/Agreement, Project Summary and Area Wide Benefit Map should be maintained in your PY 2017 application files to document the official release of funds.

The enclosed Subrecipient Agreement is required under federal regulation and specifies your record keeping, auditing, monitoring, property disposition, environmental and other responsibilities under the Oakland County CDBG program. The Subrecipient Agreement is in effect until all PY 2017 funds are expended and record keeping, record retention and audit responsibilities are satisfied as specified. Please file your signed copy of the Subrecipient Agreement with your PY 2017 application.

Please review the PY 2017 Project Summary carefully. It is the official description of your community's approved 2017 CDBG activities and takes precedence over the PY 2017 CDBG application submitted to this office in the fall of 2016.

All CDBG funds must be expended in compliance with applicable federal, state and county laws and regulations, and with any restrictions listed on the project summary. The following comments and/or instructions constitute part of your project summary:

- No projects funded in whole or in part by CDBG funds may take place within wetlands areas unless an eight-step* environmental review process is followed to determine that no practicable alternative to the project exists and all necessary state permits have been obtained.
- No categorically excluded or environmentally assessed project (coded 2 or 3 respectively on the project summary) funded in whole or in part by CDBG funds, may take place within a 100 or 500 year floodplain as identified by the Federal Emergency Management Agency (FEMA) unless an eight-step* process is followed to determine that no practicable alternative to the project exists.
- * Eight-step environmental reviews must be approved by Cherri Janeczek, Environmental Officer, at time of application.

As part of the County's environmental review record procedures, various local, state and federal agencies received a copy of the 2017 CDBG application for review. If an agency commented on activities their remarks are also enclosed as attachments. These comments constitute part of your PY 2017 Project Summary.

If you have questions regarding the enclosed information, please contact Carla Spradlin, Grant Compliance and Program Coordinator, at (248) 858-5312. We look forward to working with you during this new program year.

Sincerely,

Karry L. Rieth
Manager

**Oakland County Community and Home Improvement
PY 2017 Community Development Block Grant Project Summary**

PY	2017	OPT UNIT	Birmingham	ACCT #	731227	ID	9
PROJECT	HOUSING	ACCOUNT	Minor Home Repair				
IDIS PROJECT #	4	IDIS ACTIVITY #		UNITS	18	ALLOCATION	\$37,268.00
DESCRIPTION	Minor home repairs for the homes of income qualified households. Repairs will conform to Oakland County guidelines and State of MI Lead Based Paint requirements.						
LOCATION	City wide			LOCALITY	Birmingham 48012		
ADDRESS	Specific					PIN	
L/M							
ENV CODE	A (2) Cat Excluded per 24 CFR 58.35		MATRIX	14A	AUTHORITY	570.202	
CONTRACT REQUIRED	<input checked="" type="checkbox"/>		CONTACT CONTRACT COMPLIANCE WHEN COMPILING BIDS/SPECS <input checked="" type="checkbox"/>				
HOUSEHOLD DBA REQUIRED	<input checked="" type="checkbox"/>		PERSON DBA REQUIRED <input type="checkbox"/>				
OBJECTIVE	Decent Housing			GOAL	Promote Decent Affordable Housing		
INDICATOR	# of units/items brought to standard condition			OUTCOME	Improve Affordability		
NOTES	A finding of No Significant Environmental Impact has been determined. MI SHPO review may be required.						
REVISED 1:							
				TOTAL ALLOCATION			

SPENDING PERFORMANCE RATIO (SPR)	HUD requires Oakland County to achieve a 1.5 SPR by May 1st of each year.
REQUIRED DRAWS	One draw every 9 months per activity from the Letter to Spend date in IDIS.
REQUIRED EXPENDITURES	All funds per year per activity must be spent in 2 years from Letter to Spend date in IDIS.
RECAPTURE POLICY	After 2 years all unobligated funds will be evaluated for possible recapture.
EMERGENCY SERVICES	Income and other relevant documentation must be provided to the Contract Compliance Officer. If the emergency assistance includes grant payments, these payments cannot last more than 3 consecutive months per household.
FLOOD PLAIN AREAS	Communities with floodplain areas may have issues related to Environmentally Assessed and Categorically Excluded activities. Contact the Environmental Officer (248) 858-1191.
INCOME QUALIFICATION	Eligibility for all types of Minor Home Repair, Special Assessment and some Public Services is based on household income and requires 3rd party verification based on HUD Section 8 income guidelines. Contact Contract Compliance (248) 858-0196.
PROCUREMENT	All goods and services must be purchased in accordance with CDBG competitive procurement guidelines. Contact Contract Compliance (248) 858-0196.
ELDERLY DEFINITION	HUD defines elderly person as 62 yrs or more.
SEVERLY DISABLED ADULT DEFINITION = 18 YRS AND OLDER	Use wchair/aid 6/+mo; unable to perform 1/+ func activities; need assist w/daily living instrl activities of daily living; prevented fr work/housework; autism, cerebral palsy, Alzheimer's, senility/dementia mental retardation; or <65 Medicare/SSI.

Oakland County Use Only

FUND #	29701	DEPT #	1090659	PROGRAM #	172170	ACCT #	731227	OPT UNIT #	40240
BUDGET REF	2017	PROJ #	GR0000000803	ACT	CP	SOURCE	CP		

**Oakland County Community and Home Improvement
PY 2017 Community Development Block Grant Project Summary**

PY	2017	OPT UNIT	Birmingham	ACCT #	732170	ID	10
PROJECT	PUBLIC SERVICES		ACCOUNT	Yard Services			
IDIS PROJECT #	11	IDIS ACTIVITY #		UNITS	20	ALLOCATION	\$6,017.00
DESCRIPTION	Yard services for income qualified senior 62+ & disabled adult 18+ households. Services will conform to Oakland County guidelines to include lawn care, snow removal, spring/fall cleanup, gutter cleaning, tree trim/removal.						
LOCATION	City wide			LOCALITY	Birmingham 48012		
ADDRESS	Specific					PIN	
L/M							
ENV CODE	A (1) Exempt per 24 CFR 58.34		MATRIX	05A	AUTHORITY	570.201 (e)	
CONTRACT REQUIRED	<input checked="" type="checkbox"/>		CONTACT CONTRACT COMPLIANCE WHEN COMPILING BIDS/SPECS <input checked="" type="checkbox"/>				
HOUSEHOLD DBA REQUIRED	<input type="checkbox"/>		PERSON DBA REQUIRED <input checked="" type="checkbox"/>				
OBJECTIVE	Suitable Living Environment			GOAL	Improve Quality of Life		
INDICATOR	# of LMI persons with new access to service			OUTCOME	Improved Availability/Accessibility		
NOTES	A finding of No Significant Environmental Impact has been determined.						
REVISED 1:							
				TOTAL ALLOCATION			

SPENDING PERFORMANCE RATIO (SPR) HUD requires Oakland County to achieve a 1.5 SPR by May 1st of each year.

REQUIRED DRAWS One draw every 9 months per activity from the Letter to Spend date in IDIS.

REQUIRED EXPENDITURES All funds per year per activity must be spent in 2 years from Letter to Spend date in IDIS.

RECAPTURE POLICY After 2 years all unobligated funds will be evaluated for possible recapture.

EMERGENCY SERVICES Income and other relevant documentation must be provided to the Contract Compliance Officer. If the emergency assistance includes grant payments, these payments cannot last more than 3 consecutive months per household.

FLOOD PLAIN AREAS Communities with floodplain areas may have issues related to Environmentally Assessed and Categorically Excluded activities. Contact the Environmental Officer (248) 858-1191.

INCOME QUALIFICATION Eligibility for all types of Minor Home Repair, Special Assessment and some Public Services is based on household income and requires 3rd party verification based on HUD Section 8 income guidelines. Contact Contract Compliance (248) 858-0196.

PROCUREMENT All goods and services must be purchased in accordance with CDBG competitive procurement guidelines. Contact Contract Compliance (248) 858-0196.

ELDERLY DEFINITION HUD defines elderly person as 62 yrs or more.

SEVERLY DISABLED ADULT DEFINITION = 18 YRS AND OLDER Use wchair/aid 6+/mo; unable to perform 1/+ func activities; need assist w/daily living instrl activities of daily living; prevented fr work/housework; autism, cerebral palsy, Alzheimer's, senility/dementia mental retardation; or <65 Medicare/SSI.

Oakland County Use Only

FUND #	29701	DEPT #	1090611	PROGRAM #	172160	ACCT #	732170	OPT UNIT #	40240
BUDGET REF			2017	PROJ #	GR0000000803	ACT	CP	SOURCE	CP

Oakland County Community and Home Improvement PY 2017 Community Development Block Grant Project Summary

PY	2017	OPT UNIT	Birmingham	ACCT #	731712	ID	11
PROJECT	PUBLIC SERVICES		ACCOUNT	Senior Services			
IDIS PROJECT #	11	IDIS ACTIVITY #		UNITS	20	ALLOCATION	\$3,300.00
DESCRIPTION	Outreach, information, referral and counseling services for income qualified senior 62+ and disabled adult 18+ households.						
LOCATION	City wide			LOCALITY	Birmingham 48009		
ADDRESS	Specific					PIN	
L/M							
ENV CODE	A (1) Exempt per 24 CFR 58.34		MATRIX	05A	AUTHORITY	570.201 (e)	
CONTRACT REQUIRED	<input checked="" type="checkbox"/>		CONTACT CONTRACT COMPLIANCE WHEN COMPILING BIDS/SPECS <input checked="" type="checkbox"/>				
HOUSEHOLD DBA REQUIRED	<input type="checkbox"/>		PERSON DBA REQUIRED <input checked="" type="checkbox"/>				
OBJECTIVE	Suitable Living Environment			GOAL	Improve Quality of Life		
INDICATOR	# of LMI persons with new access to service			OUTCOME	Improved Availability/Accessibility		
NOTES	A finding of No Significant Environmental Impact has been determined.						
REVISED 1:							
TOTAL ALLOCATION						\$46,585.00	

SPENDING PERFORMANCE RATIO (SPR) HUD requires Oakland County to achieve a 1.5 SPR by May 1st of each year.

REQUIRED DRAWS One draw every 9 months per activity from the Letter to Spend date in IDIS.

REQUIRED EXPENDITURES All funds per year per activity must be spent in 2 years from Letter to Spend date in IDIS.

RECAPTURE POLICY After 2 years all unobligated funds will be evaluated for possible recapture.

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Oakland County Use Only

FUND # 29701	DEPT # 1090611	PROGRAM # 172160	ACCT # 731712	OPT UNIT # 40240
BUDGET REF	2017	PROJ # GR0000000803	ACT CP	SOURCE CP



MEMORANDUM

Finance Department

DATE: February 2, 2018

TO: Joseph A. Valentine, City Manager

FROM: Mark Gerber, Finance Director/Treasurer

SUBJECT: Police Department Entrance ADA Retrofit Contract Award

On the Pierce Street side of city hall there is an ADA ramp that leads to the police department entrance. Currently, the exterior door as well as the interior door which leads into the police department lobby area does not meet ADA requirements. To address this, the City has allocated funding from the Community Development Block Grant (CDBG) program for this project. Funding from two program years totaling \$33,322 is available.

The City posted an RFP in September 2017 on MITN to replace the exterior door, equip the exterior and interior doors with automatic openers suitable to meet ADA requirements, and install hand rails. The scope of work requires that the door be replaced with a replica of the existing door in materials, style, and color. The City hosted a pre-bid meeting in October 2017 for companies to examine the current layout and ask any questions they may have. There were five companies which attended the pre-bid meeting. On November 2, 2017, one bid was received from Meridian Contracting Group totaling \$51,156.

There are a couple of reasons why there was only one bid. First, during the pre-bid meeting, several of the contractors had concerns about replicating the door. They were not sure they could find a vendor who could manufacture a door to our specifications. Second, the CDBG program is a federal grant which requires additional forms to be completed and compliance with regulations such as the Davis Bacon Act which stipulates how much you have to pay different trades of workers. Many contractors are not aware of these requirements until we go over all of that at the pre-bid meeting.

Replicating the door is a major factor in the price of the bid. Because city hall is a historic building, we have to replace it with like materials if we are using CDBG funds. The door is a solid oak door which will be very expensive to customize. The door needs to be replaced because it is very old, warped and does not close well without significant effort. This makes it unsuitable for use with automated openers.

The sole bidder has experience in CDBG projects and is familiar with the wage and reporting requirements with the Davis Bacon Act. He appears very knowledgeable about the door and from where to source it.

If the contract is approved, the City would have to contribute \$17,834 towards the project. No other CDBG funds are currently available for this project unless a public hearing is conducted to re-program funds from minor home repair.

Suggested Resolution: To award the Birmingham Police Department Main Entrance ADA Retrofit contract to Meridian Contracting Group in the amount of \$51,156 charged to account number 248-690.000-836.0100 for \$33,322 and 101-265.001-977.0000 for \$17,834; further to have the Mayor and City Clerk sign the contract on behalf of the city; and further to approve the appropriation and amendment to the General and Community Development Block Grant Funds as follows:

General Fund:

Revenues

Draw from Fund Balance	101-000.000-401.0000	\$17,834
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Expenditures

City Hall and Grounds Buildings	101-265.001-977.0000	\$17,834
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Community Block Grant Fund:

Revenues

Federal Grants	248-000.000-503.0000	\$33,322
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Expenditures

Barrier Free Improvements	248-690.000-836.0100	\$33,322
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ATTACHMENT A - AGREEMENT

For the Birmingham Police Department Main Entrance ADA Compliance Retrofit

This AGREEMENT, made this _____ day of _____, 2018, by and between CITY OF BIRMINGHAM, having its principal municipal office at 151 Martin Street, Birmingham, MI (hereinafter sometimes called "City"), and Meridian Contracting Group, LLC, having its principal office at 6149 Trailside, Washington, MI 48094 (hereinafter called "Contractor"), provides as follows:

WITNESSETH:

WHEREAS, the City of Birmingham, through the City Manager's Office, is desirous of replacing one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009.

WHEREAS, the City has heretofore advertised for bids for the procurement and performance of services required to provide all materials and labor to replace one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009, and in connection therewith has prepared a request for sealed proposals ("RFP"), which includes certain instructions to bidders, specifications, terms and conditions;

WHEREAS, the City has indicated this is a Federally Funded project for the replacement of one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009. The Contractor and Subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), the Davis-Bacon Act, Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Bid Documents;

WHEREAS, the Contractor attended a Pre-construction Meeting on October 23, 2017 located within the City to go over the Federal Required Documents for the replacement of one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009;

WHEREAS, the Contractor follow the Davis Bacon Prevailing Wage Decision (the federal document which convey the minimum wage rates that must be paid to Laborers and Mechanics) for the replacement of one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009;

WHEREAS, the Contractor must complete the Federal required forms and guidelines following the Pre-construction Meeting (date to be determined) for the replacement of one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009. The Federal required forms and guidelines are:

1. "Notice To All Employees" SIGN (WH1321)
2. Agreement of the Prime Contractor
3. Contractor Certification
4. Sub-Contractor Certification
5. Certified Payroll Form (WH-347)
6. Statement of Compliance (WH-348)
7. Payroll Reporting
8. Employee Interview form
9. Davis Bacon Prevailing Wage Decision
10. HUD 4010 Labor Relations letter
11. EEO 11246
12. Section 3 Requirements
13. Ethnic Ownership Report
14. HUD Contract Provisions
15. Bonding Requirements
16. Sworn Statement
17. Waiver
18. Labor Standards Compliance Requirements for Self-Employed Laborers & Mechanics
19. Section 3 Vicinity Hiring
20. Section 3 Income Certification Form

WHEREAS, the Contractor has professional qualifications that meet the project requirements and has made a bid in accordance with such request for cost proposals to perform all labor, to provide all materials, all equipment required, including accessories and incidentals necessary for the replacement of one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009;

NOW, THEREFORE, for and in consideration of the respective agreements and undertakings herein contained, the parties agree as follows:

1. It is mutually agreed by and between the parties that the documents consisting of the Request for Proposal to perform all labor, including accessories and incidentals, necessary for the replacement of one (1) exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance at the City of Birmingham, located at 151 Martin Street, Birmingham, MI 48009, and the Contractor's cost proposal dated November 2, 2017 shall be

incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of the documents are in conflict with one another, this Agreement shall take precedence, than the RFP.

2. The City shall pay the Contractor for the performance of this Agreement in an amount not to exceed \$ 51,156.00, as set forth in the Contractor's November 2, 2017 cost proposal.
3. This Agreement shall commence upon execution by both parties, unless the City exercises its option to terminate the Agreement in accordance with the Request for Proposals.
4. The Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.
5. The Contractor and the City agree that the Contractor is acting as an independent Contractor with respect to the Contractor's role in providing services to the City pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the City. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be entitled or eligible to participate in any benefits or privileges given or extended by the City, or be deemed an employee of the City for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City.
6. The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The Contractor agrees to perform all services provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.
8. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.
9. This Agreement shall be binding upon the successors and assigns of the parties hereto, but no such assignment shall be made by the Contractor without the prior written consent of the City. Any attempt at assignment without prior written consent shall be void and of no effect.
10. The Contractor agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight or marital status. The Contractor shall inform the City of all claims or suits asserted against it by the Contractor's employees who work pursuant to this Agreement. The Contractor shall provide the City with periodic status reports concerning all such claims or suits, at intervals established by the City.
11. The Contractor shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required under this paragraph. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with carriers acceptable to the City of Birmingham.
12. The Contractor shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:
 - A. Workers' Compensation Insurance: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
 - B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

- C. Motor Vehicle Liability: Contractor shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be *Additional Insureds: The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.*
- E. Professional Liability: Professional liability insurance with limits of not less than \$1,000,000 per claim if Contractor will provide service that are customarily subject to this type of coverage, , if applicable.
- F. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance (and Professional Liability Insurance, if applicable), as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal, shall be sent to: Finance Director, City of Birmingham, PO Box 3001, 151 Martin Street, Birmingham, MI 48012-3001.
- G. Proof of Insurance Coverage: Contractor shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.
- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
 - 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
 - 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
 - 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;
 - 5) If so requested, Certified Copies of all policies mentioned above will be furnished.
-
- H. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the City of Birmingham at least (10) days prior to the expiration date.
- I. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such

coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

13. To the fullest extent permitted by law, the Contractor and any entity or person for whom the Contractor is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Birmingham against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from and the City of Birmingham, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City of Birmingham.
14. If, after the effective date of this Agreement, any official of the City, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the City shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the City has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.
15. If Contractor fails to perform its obligations hereunder, the City may take any and all remedial actions provided by the general specifications or otherwise permitted by law.
16. All notices required to be sent pursuant to this Agreement shall be mailed to the following addresses:

City of Birmingham	Meridian Contracting Group, LLC
Attn: Carlos Jorge	Attn: Pete DiVito
151 Martin Street	6149 Trailside
Birmingham, MI 48009	Washington, MI 48094
248-530-1882	586-292-6132
17. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by

the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL§600.5001 et. seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. - In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

18. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City of Birmingham will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City of Birmingham.

IN WITNESS WHEREOF, the said parties have caused this Agreement to be executed as of the date and year above written.

WITNESSES:

Kathryn Barwick

CONTRACTOR

By: Pete D. Vito

Its: President

CITY OF BIRMINGHAM

By: _____

Andrew M. Harris

Its: Mayor

By: _____

J. Cherilyn Brown

Its: City Clerk

Approved:

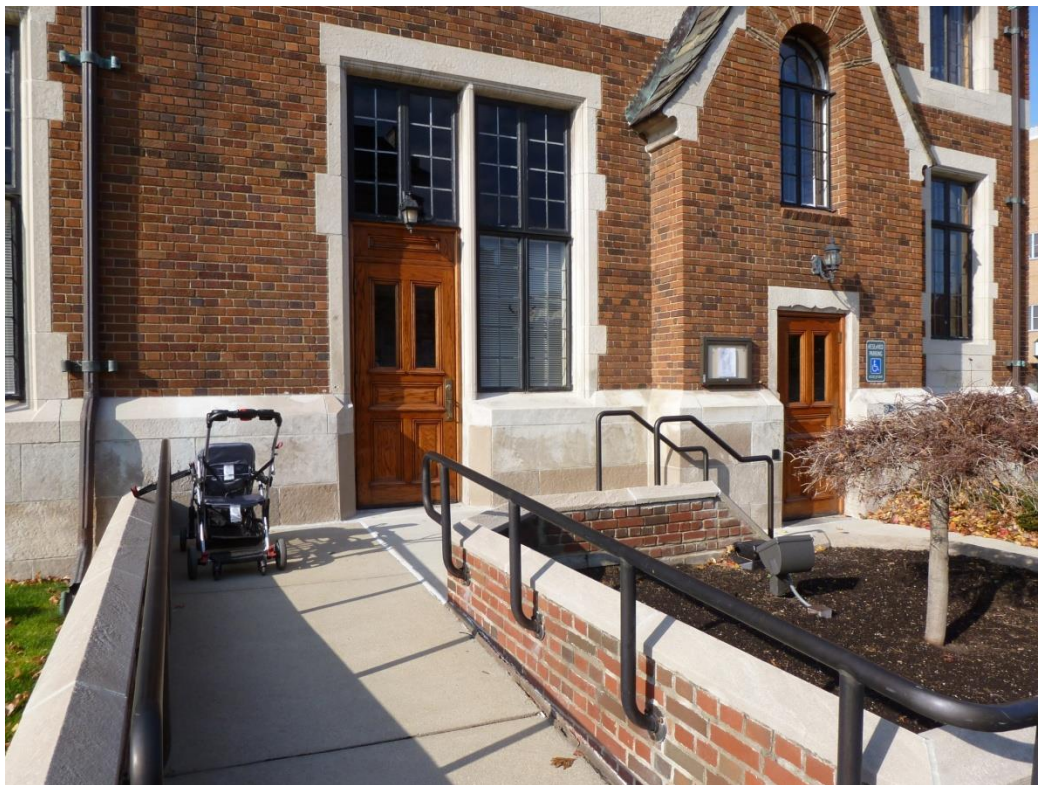
Carlos Jorge
Carlos Jorge, Building Superintendent
(Approved as to substance)

Mark Gerber
Mark Gerber, Director of Finance
(Approved as to substance)

Timothy J. Currier
Timothy J. Currier, City Attorney
(Approved as to form)

Joseph Valentine
Joseph Valentine, City Manager
(Approved as to substance)

ATTACHMENT E
CITY OF BIRMINGHAM MUNICIPAL BUILDING EAST ENTRANCE



ATTACHMENT E
CITY OF BIRMINGHAM MUNICIPAL BUILDING EAST ENTRANCE



ATTACHMENT E
CITY OF BIRMINGHAM MUNICIPAL BUILDING EAST ENTRANCE



ATTACHMENT E
CITY OF BIRMINGHAM MUNICIPAL BUILDING EAST ENTRANCE





REQUEST FOR PROPOSALS

For Birmingham Police Department Main Entrance ADA Compliance Retrofit

Sealed proposals endorsed **"Birmingham Police Department Main Entrance ADA Compliance Retrofit"**, will be received at the Office of the City Clerk, 151 Martin Street, PO Box 3001, Birmingham, Michigan, 48012; until 2:00 p.m., **Thursday, November 2, 2017**, after which time bids will be publicly opened and read.

Bidders will be required to attend a mandatory pre-bid meeting on Thursday, October 19, 2017 at 9:00 a.m. at the Municipal Building, 151 Martin Street, Birmingham, MI 48009 in Conference Room 202 and 203. Bidders must register for the pre-bid meeting by Tuesday, October 17, 2017 by contacting Carlos Jorge at (248) 530-1882.

The City of Birmingham, Michigan is accepting sealed bid proposals from qualified firms to provide all materials and labor to replace one (1) Exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance. This work must be performed as specified accordance with the specifications contained in the Request For Proposals (RFP).

This is a Federally Funded project.

The Contractor and Subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), the Davis-Bacon Act, Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Bid Documents. This municipality is an equal opportunity employer, businesses owned by women or minorities are strongly encouraged to bid.

The RFP, including the Specifications and required federal documents, may be obtained online from the Michigan Inter-governmental Trade Network at <http://www.mitn.info> or from the contact person listed below.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the City until an agreement has been executed.

Submitted to MITN:	September 26, 2017
Mandatory Pre-Bid Meeting:	<u>Thursday, October 19, 2017 at 9:00 a.m.</u> Birmingham Municipal Building 151 Martin Street, Birmingham, MI 48009 Conference Room # 202/203 (Please register by 10/17/2017)
Deadline for Questions:	Thursday, October 26, 2017
Deadline for Submissions:	2:00 p.m. on Thursday, November 2, 2017
Contact Person:	Carlos Jorge, Building Superintendent P.O. Box 3001, 151 Martin Street Birmingham, MI 48012-3001 Phone: (248) 530-1882 Email: cjorge@bhamgov.org



REQUEST FOR PROPOSALS
For Birmingham Police Department Main Entrance ADA Compliance Retrofit

Contents

INTRODUCTION	3
REQUEST FOR PROPOSALS (RFP)	3
MANDATORY PRE-BID MEETING	4
INVITATION TO SUBMIT A PROPOSAL	4
INSTRUCTIONS TO BIDDERS	4
FEDERAL REQUIREMENTS.....	5
EVALUATION PROCEDURE AND CRITERIA.....	6
TERMS AND CONDITIONS	6
CONTRACTOR’S RESPONSIBILITIES	7
CITY RESPONSIBILITY	8
SETTLEMENT OF DISPUTES	8
INSURANCE.....	9
CONTINUATION OF COVERAGE	9
EXECUTION OF CONTRACT	9
INDEMNIFICATION.....	9
CONFLICT OF INTEREST	9
EXAMINATION OF PROPOSAL MATERIALS.....	9
PROJECT TIMELINE.....	10
SCOPE OF WORK.....	10
ATTACHMENT A - AGREEMENT	13
ATTACHMENT B - BIDDER’S AGREEMENT	20
ATTACHMENT C - COST PROPOSAL	21
ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM.....	20
ATTACHMENT E - OAKLAND COUNTY CDBG CONTRACTOR INFORMATION FORM	23
ATTACHMENT F - REQUIRED FEDERAL FORMS.....	24

INTRODUCTION

For purposes of this request for proposals the City of Birmingham will hereby be referred to as “City” and the private firm will hereby be referred to as “Contractor.”

The City of Birmingham, Michigan is accepting sealed bid proposals from qualified firms to provide all materials and labor to replace one (1) Exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance. This work must be performed as specified accordance with the specifications outlined by the Scope of Work contained in this Request For Proposals (RFP).

During the evaluation process, the City reserves the right where it may serve the City’s best interest to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

This is a Federally Funded project.

The Contractor and Subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), the Davis-Bacon Act, Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Bid Documents. This municipality is an equal opportunity employer, businesses owned by women or minorities are strongly encouraged to bid.

It is anticipated the selection of a firm will be completed in early April 2018. An Agreement for services will be required with the selected Contractor. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the service agreement by the City.

REQUEST FOR PROPOSALS (RFP)

The purpose of this Request for Proposals (RFP) is to request sealed bids from qualified parties presenting their qualifications, capabilities, and costs to provide all materials and labor to replace one (1) Exterior wood door, to install a handrail and two (2) ADA Compliance Door Operators at the Birmingham Police Department Entrance.

MANDATORY PRE-BID MEETING

Prior to submitting a bid, interested firms are required to attend a pre-bid meeting to conduct an on-site visit of the location and access to the existing equipment and to make inquiries about the RFP. The mandatory pre-bid meeting is scheduled for Thursday, October 19, 2017 at 9:00 a.m. in the Conference Room # 202/203 of the City of Birmingham located at 151 Martin Street, Birmingham, MI 48009. Bidders are requested to register for the pre-bid meeting by Tuesday, October 17, 2017 by contacting Carlos Jorge at 248-530-1882.

INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than 2:00 p.m., on Thursday, November 2, 2017 to:

City of Birmingham
Attn: City Clerk
151 Martin Street
Birmingham, Michigan 48009

One (1) original and one (1) copy of the proposal shall be submitted. The proposal should be firmly sealed in an envelope, which shall be clearly marked on the outside, **"Birmingham Police Department Main Entrance ADA Compliance Retrofit"**. Any proposal received after the due date cannot be accepted and will be rejected and returned, unopened, to the proposer. Proposer may submit more than one proposal provided each proposal meets the functional requirements.

INSTRUCTIONS TO BIDDERS

1. Any and all forms requesting information from the bidder must be completed on the attached forms contained herein (see Contractor's Responsibilities). If more than one bid is submitted, a separate bid proposal form must be used for each.
2. Any request for clarification of this RFP shall be made in writing and delivered to: Carlos Jorge, Building Superintendent, City of Birmingham, 151 Martin Street, Birmingham, MI 48009 or cjorge@bhamgov.org. Such requests for clarification shall be delivered, in writing, no later than 5 p.m. on Thursday, October 26, 2017.
3. All proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to respondents and general information sections. All proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the respondent.
4. The contract will be awarded by the City of Birmingham to the most responsive and responsible bidder with the lowest price and the contract will require the completion of the work pursuant to these documents.

5. Each respondent shall include in his or her proposal, in the format requested, the cost of performing the work. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The City will furnish the successful company with tax exemption information when requested.
6. Each respondent shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the City should be directed as part of their proposal.

FEDERAL REQUIREMENTS

This is a Federally Funded project. The selected Contractor and Subcontractors on this project must comply with HUD contract provision 24CFR part 85.36(i), the Davis-Bacon Act, Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Bid Documents. This municipality is an equal opportunity employer, businesses owned by women or minorities are strongly encouraged to bid.

Once a bidder has been selected for this project, there are federal documents that **must** be filled out correctly.

The federal documents which convey the minimum wage rates that must be paid to Laborers and Mechanics, as well as, other federal requirements for this project are included as an attachment to this bid.

The following federal forms and guidelines must be completed by the successful bidder:

1. "Notice To All Employees" SIGN (WH1321)
2. Agreement of the Prime Contractor
3. Contractor Certification
4. Sub-Contractor Certification
5. Certified Payroll Form (WH-347)
6. Statement of Compliance (WH-348)
7. Payroll Reporting
8. Employee Interview form
9. *Davis Bacon Prevailing Wage Decision
10. HUD 4010 Labor Relations letter
11. EEO 11246
12. Section 3 Requirements
13. Ethnic Ownership Report
14. HUD Contract Provisions

15. Bonding Requirements
16. Sworn Statement
17. Waiver
18. Labor Standards Compliance Requirements for Self-Employed Laborers & Mechanics
19. Section 3 Vicinity Hiring
20. Section 3 Income Certification Form

Note: **The wage decision does not include an expiration date, but may be modified or superseded prior to the Bid Opening Date.*

Ten days prior to the Bid Opening Date, the City of Birmingham will verify the Wage Decision is still current.

EVALUATION PROCEDURE AND CRITERIA

The evaluation panel will consist of City staff and any other person(s) designated by the City who will evaluate the proposals based on, but not limited to, the following criteria:

1. Ability to provide services as outlined in the Scope of Work (p. 8).
2. Related experience with similar projects, Contractor background, and personnel qualifications.
3. Overall Costs.
4. References.

TERMS AND CONDITIONS

1. The City reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems best. The City reserves the right to award the contract to the next most qualified Contractor if the successful Contractor does not execute a contract within ten (10) days after the award of the proposal.
2. The City reserves the right to request clarification of information submitted and to request additional information of one or more Contractors.
3. The City reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein. The City may terminate this Agreement at any point in the process upon notice to Contractor sufficient to indicate the City's desire to do so. In the case of such a stoppage, the City agrees to pay Contractor for services rendered to the time of notice, subject to the contract maximum amount.
4. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable

offer, for a period of ninety (90) days, to provide the services set forth in the proposal.

5. The cost of preparing and submitting a proposal is the responsibility of the Contractor and shall not be chargeable in any manner to the City.
6. A bid bond or certified check is required for all contracts and shall be provided by the bidder at the time of the bid and submitted with the bid. The amount of the bid bond shall be five percent (5%) of the total amount of the bid.

If a contractor fails to deliver the required bonds, the bid will be rejected.

7. Payment will be made within thirty (30) days after invoice. Acceptance by the City is defined as authorization by the designated City representative to this project that all the criteria requested under the Scope of Work contained herein have been provided. Ten percent (10%) of the total contract amount shall be withheld until the project is completed and has passed all necessary inspections.
8. The Contractor will not exceed the timelines established for the completion of this project.
9. The successful bidder shall enter into and will execute the contract as set forth and attached as Attachment A.
10. The successful bidder will be required to furnish a Performance Bond in an amount not less than 100% of the contract price in favor of the City of Birmingham, conditioned upon the faithful performance of the contract, and completion on or before the date specified.

CONTRACTOR'S RESPONSIBILITIES

Each bidder shall provide the following as part of their proposal:

1. Complete and sign all forms requested for completion within this RFP.
 - a. Bidder's Agreement (Attachment B - p. 18)
 - b. Cost Proposal (Attachment C - p. 19)
 - c. Agreement A (p. 11 - **only if selected by the City**).
 - d. Iran Sanctions Vendors (Attachment D – p. 20)
 - e. Federal forms identified under Federal Requirement Section specified on page 5 (Attachment F – **only if selected by the City**)
 - f. Contractor Information Form (Attachment E – p. 20 – **only if selected by the City**) to bring to the pre-construction meeting prior to the signing of the contract.
2. Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project.

3. Provide a description of completed projects that demonstrate the firm's ability to complete projects of similar scope, size, and purpose, and in a timely manner, and within budget.
4. Provide a written plan detailing the anticipated timeline for completion of the tasks set forth in the Scope of Work (p. 9). Include information about which staff members and/or sub-contractors will be responsible for each task and the time required to complete each task.
5. Provide a list of sub-contractors and their qualifications, if applicable.
6. Provide three (3) client references from past projects, including current phone numbers. At least two (2) of the client references should be for projects of a similar size and scope.
7. The Contractor will be responsible for the disposal of all material and any damages which occur as a result of any of employees or subcontractors of the Contractor during this project.
8. The successful bidder shall provide a Performance Bond in an amount not less than 100% of the contract price in favor of the City of Birmingham, conditioned upon the faithful performance of the contract, and completion on or before the date specified.
9. Provide a project timeline addressing each section within the Scope of Work and a description of the overall project approach. Include a statement that the Contractor will be available according to the proposed timeline.
10. The contractor will be responsible for acquiring a building permit and call for the inspection from the City of Birmingham, if applicable.

CITY RESPONSIBILITY

The City will provide a designated representative to work with the Contractor to coordinate activities and to inspect and verify any work performed by the Contractor.

SETTLEMENT OF DISPUTES

The successful bidder agrees to certain dispute resolution avenues/limitations. Please refer to paragraph 17 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

INSURANCE

The successful bidder is required to procure and maintain certain types of insurances. Please refer to paragraph 12 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONTINUATION OF COVERAGE

The Contractor also agrees to provide all insurance coverages as specified. Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the agreement, the City may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the contract amount. In obtaining such coverage, Birmingham shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT

The bidder whose proposal is accepted shall be required to execute the contract and to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the City until a written contract has been executed by both parties. Failure or refusal to execute the contract shall be considered an abandoned all rights and interest in the award and the contract may be awarded to another. The successful bidder agrees to enter into and will execute the contract as set forth and attached as Attachment A.

INDEMNIFICATION

The successful bidder agrees to indemnify the City and various associated persons. Please refer to paragraph 13 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONFLICT OF INTEREST

The successful bidder is subject to certain conflict of interest requirements/restrictions. Please refer to paragraph 14 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Contractor that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE

It is expected work will begin no later than April 2018 and be completed within four (4) weeks.

The Contractor will not exceed the timelines established for the completion of this project.

SCOPE OF WORK

The Contractor shall perform the following services in accordance with the requirements as defined and noted herein:

Exterior East Police Entrance Wood Door:

- 1) Exterior door must be a replica of the existing door and frame.
- 2) Remove the door and the frame and save the hardware to be reused.
- 3) Install the new door and frame making sure it matches to the existing wood door and color).
- 4) Reinstall the hardware.

Material Required:

- | | | | |
|------|-----|--|-------------|
| a) 1 | Ea. | Low Energy Power Operated Door Closer LCN 4642 | Reg. 695 |
| b) 1 | Ea. | 4" Round Actuator Kit | 8310-3856WS |
| c) 1 | Ea. | 4" Round Actuator | 8310-856 |
| d) 1 | Ea. | Wireless Receiver | 8310-8 |

Exterior Door ADA Installation:

1. - Remove existing 4111 door closer from existing frame and door.
2. - Install new ADA operator on push side of new door and frame.
3. -Install actuators at locations per owner's direction.
4. -All low and high voltage wiring to be completed by contractor.

Mode of Operation:

Exit device will remain unlatched at all times allowing both actuators to activate the operator at all times.

Handrail Installation:

- 1) Handrail should be 1 ½" diameter Bronze Aluminum.
- 2) Install a Bronze Aluminum Handrail to ADA compliance for the two steps between the exterior door and the interior door. (Vestibule)

EAST VESTIBULE POLICE ENTRANCE

Material Required:

- a) 1 Ea. Low Energy Power Operated Door Closer LCN 4642 Reg. 695
- b) 2Ea. Jamb Mounted Actuator 8310-818

Vestibule entrance door Installation:

- 1) *Remove existing 4111 door closer from existing frame and door.*
- 2) *Install new ADA operator push side to existing door and frame.*
- 3) *Install actuators at locations per owner's direction.*
- 4) *Any existing fastener holes not covered by new hardware to be plugged / patched to match existing finish*
- 5) *All low and high voltage wiring to be completed by contractor.*

Mode of Operation:

During 24/7 hours exterior door will be unlocked. Actuators for ADA operator will be activated at all the time.

ADA Operators are to be wired for sequential with time delay adjusted per manufacture suggested recommendation.

During business hours the interior door will be unlock allowing the ADA operator to be activated by pushing either actuator for interior operator. Door can also be pushed or pulled open with strike energized for manual use.

After normal business hours dispatch will secure opening by d-energizing electric strike to secure door thus deactivating the exterior vestibule actuator for interior operator. Interior actuator is always enabled. (Activating interior actuator will release electric strike and activate ADA operator) When dispatch chooses to allow entrance after hours by energizing electric strike the exterior vestibule actuator will be enabled allowing ADA activation if person chooses. Free egress is always allowed by turning mortise lock lever and using door manually.

All relay to be installed by owners security contractor to activate/deactivate jamb actuators, by contacting Vigilante Security Alarm Systems Ron Ross at 248-559-7100.

ADA Special Closers:

- 1) Where "Low Energy Power Operated Door" as defined by ANSI Standard A156.19 is indicated for doors required to be accessible to the disabled, provide electrically powered operators complying with the ADA requirements for opening force and time to close standards.
- 2) Full closing force shall be provided when the power or assist cycle ends.
- 3) Modular design, adjustments easily accessible from the front, UL listed for use on labeled doors.
- 4) Shall have "Second Chance" function to accommodate momentary resistance, "Breakaway" function in the electronically controlled clutch, "Soft Start" motor

control function and "Maintain Hold-Open Switch" to hold the door open at 90 degree.

- 5) Shall have built in 12V and 24V power supply for actuators, card readers, electric strikes and magnetic door locks, inputs for both swing and stop side sensors and available to accept either 120VAC or 220VAC input power. All wiring connections between operator modules made by easy-to-handle electrical connectors. Shall comply with both UL and NEC requirements for Class 1 and Class 2 wiring by providing separate conduits for each.
- 6) Shall have seven independent electronic adjustments to tailor the operator for specific site conditions. Opening speed, holding force at 90 deg., sequential trigger and time delay, hold-open time at 90 deg., opening force, clutch "breakaway" force setting, electric strike trigger and time delay.
- 7) Shall have separate and independent adjustments for back check, main speed and latch speed.
- 8) Furnish actuators and other controls as shown in Hardware Sets.
- 9) IR-LCN Series as listed in sets.

The Contractor will be responsible for all wiring low voltage and high voltage to be concealed and completed by contractor.

General Requirements:

1. Upon the execution of the agreement by both parties The Contractor shall order all necessary materials including the new operators & switches.
2. The Contractor shall provide the specified products and perform the following services in accordance with the requirements defined by the RFP-Birmingham Police Department Main Entrance ADA Compliance Retrofit.
3. The Contractor will be responsible for the proper operation of the new ADA operators and give a year warranty on the whole project.
4. The Contractor shall provide any and all equipment manuals and warranty information related to this project to the City upon completion of the project.



MEMORANDUM

Department of Public Services

DATE: January 17, 2018

TO: Joseph A. Valentine, City Manager

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: Golf Cart Lease for Lincoln Hills and Springdale Golf Courses

On December 12, 2017 bids were opened for the leasing of 52 golf carts for Lincoln Hills and Springdale Golf Courses. As per procedure, the Request for Proposal was placed on MITN and the City subsequently received two (2) bids. We just concluded an extended one year lease with Pifer, Inc. for the golf course carts.

We will continue to lease refurbished carts but we did request to upgrade our carts for 2018 to a newer model 2013 or newer and to include windshields. These carts were used for our Annual NEXT Golf Event and over a weekend for the members to have an opportunity to test drive these carts. Many members enjoyed the performance of these newer models along with the new windshields.

Bidder	Electric Cost Per Cart	Total Cost 35 Carts	Gas Cost Per Cart	Total Cost 17 Carts	Grand Total Per Year	Three Year Grand Total
Pifer, Inc	675.00	23,625.00	675.00	11,475.00	35,100.00	105,300.00
Golf Cars Plus	944.46	33,056.10	746.28	12,686.76	45,742.86	137,228.58

Pifer, Inc. has been our vendor for the past several years and we are very satisfied with the weekly maintenance service they provide to our facilities and had very few performance issues throughout the seasons. The chart below shows the revenues generated over the past four years.

YEAR	REVENUE	LEASE COST	PROFIT/LOSS	PROFIT %
2014	149,103	26,250	122,853	82%
2015	170,314	29,850	140,464	82%
2016	173,591	29,850	143,741	83%
2017	169,269	29,850	139,419	82%
TOTALS	\$662,277	\$115,800	\$546,477	83%

Upon review of these bids, I recommend that we utilize Pifer, Inc. for our golf cart fleet for the golf seasons 2018-2020. The rental rate for the golf carts is \$8.00 per person. This amount is periodically reviewed and still found to be competitive.

We have added to the fleet over the past few years based on usage and requests for more carts. There are very busy league days and on many occasions our league players have to wait for a cart to begin play. In addition, the carts have also been utilized for tournament play and other heavy play periods. Prior to 2014, we had 42 carts and then increased the quantity to 48 carts. Starting with the 2017 golf season we began using 52 golf carts. This is a satisfactory number at this time, as we have limited space to store them.

The annual lease cost for all 52 carts will be \$35,100. The lease rate per cart was \$625.00 and will now be \$675.00 per cart for the newer model and enhanced carts during this three year lease term. Attached is the Golf Cart Lease Agreement for your review. Funds for this lease are contained within the Equipment Rental line items for each of the golf courses, specifically 584-753.002-941.0000 and 597-753.002-941.0000. Revenue derived from golf cart rentals provides the second largest source of revenues for our courses, behind green fees.

SUGGESTED RESOLUTION:

To approve the Golf Cart Lease Agreement between the City of Birmingham and Pifer, Inc. for a term commencing March 10, 2018 and terminating on October 31, 2020 for a total amount of \$105,300.00. Further, to authorize the Mayor and City Clerk to sign the Agreement on behalf of the City upon receipt of proper insurances. Funds for this lease are contained with the Equipment Rental line items, account #s 584-753.002-941.0000 and 597-753.002-941.0000.

GOLF CART LEASE AGREEMENT WITH PIFER, INC.

This Agreement (Agreement) is entered into this ____ day of _____, 2018, by and between **PIFER, INC.** whose address is 8341 E. Holly Road, Holly, Michigan, 48442 (hereinafter called the "Vendor") and the **CITY OF BIRMINGHAM**, a Michigan Municipal Corporation, whose address is 151 Martin Street, Birmingham, Michigan 48012 ("City").

RECITALS:

WHEREAS, the CITY would like to lease golf carts for its municipal golf courses from VENDOR as well as enter a Service Agreement with VENDOR related to the maintenance of the golf carts, and,

WHEREAS, the City has prepared a request for sealed proposals (RFP) endorsed "Golf Cart Lease Bid December 12, 2017" which includes certain instructions to bidders and specifications, and, in connection therewith, has advertised for and sought sealed proposals endorsed "Golf Cart Lease Bid December 12, 2017," which includes certain qualifications, instructions to bidders, specifications, and General Contract Conditions (collectively the "RFP"), and,

WHEREAS, the VENDOR has made a bid ("Bid") to provide golf carts in accordance with the RFP, in the amount set forth in its bid form, and which bid has been accepted by the CITY.

WHEREAS, the VENDOR is willing to lease such golf carts and enter into such a Service Agreement desired by the CITY for the considerations hereinafter expressed.

NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE RESPECTIVE AGREEMENTS AND UNDERTAKINGS HEREIN CONTAINED, THE PARTIES AGREE AS FOLLOWS:

1. It is mutually agreed by and between the parties that the documents consisting of the RFP documents, Bid, Bid Forms and all bid bonds required for this project shall be incorporated herein by reference, and shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of these documents are in conflict with this Agreement, the terms of this Agreement shall take precedence, then the RFP documents, then the Bid.

2. The CITY shall lease 52 golf carts from VENDOR as follows:

- a. 17 Gas reconditioned E-Z-GO Golf Carts, green w/tan top & seats, model year 2013 or newer, with new batteries.
- b. 35 Electric reconditioned E-Z-GO Golf Carts, green with tan sun canopy and seats, windshields and sand buckets, model year 2013

or newer, with new batteries and Battery Indicators.

- c. All Golf Carts shall have a sweater basket, message holders, windshields, sand buckets, fender scuff guard, (2) tow bars and new batteries.
- d. The above agreed upon Golf Carts will meet specifications required under this Agreement and the RFP, and the Lease shall be a Full Service Lease.

3. The City shall pay VENDOR \$675.00 per cart per year as rental. With a "pay six months/skip six month" payment schedule. Payment shall be due from CITY to VENDOR on the 1st of the month. Any payment past due shall accrue late charges from the due date at the lower of (a) VENDOR's then prevailing late charge rate, or (b) the highest rate permitted by law.

The payment schedule shall be as set forth below:

	<u>2018</u>	<u>2019</u>	<u>2020</u>
April	\$5,850.00	\$5,850.00	\$5,850.00
May	\$5,850.00	\$5,850.00	\$5,850.00
June	\$5,850.00	\$5,850.00	\$5,850.00
July	\$5,850.00	\$5,850.00	\$5,850.00
August	\$5,850.00	\$5,850.00	\$5,850.00
September	<u>\$5,850.00</u>	<u>\$5,850.00</u>	<u>\$5,850.00</u>
Total	<u>\$35,100.00</u>	<u>\$35,100.00</u>	<u>\$35,100.00</u>

Each payment made pursuant to this Lease shall be applied first to any charges or other expenses due under the terms of this Lease and the remaining balance, if any, to any rent then due.

4. The term of this Agreement shall be three years commencing March __, 2018 and expiring on March __, 2020. This Agreement is non-cancelable and shall commence upon actual delivery of the golf carts to the CITY.

5. **WARRANTIES.** The CITY acknowledges that VENDOR is not the manufacturer or seller of the equipment. VENDOR MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESSED OR IMPLIED, OF ANY KIND WHATSOEVER WITH RESPECT TO THE EQUIPMENT, INCLUDING BUT

NOT LIMITED TO THE MERCHANTABILITY OF THE EQUIPMENT, OR ITS FITNESS FOR A PARTICULAR PURPOSE, OR THE DESIGN OR CONDITION OF THE EQUIPMENT, OR THAT THE EQUIPMENT SATISFIES THE REQUIREMENTS OF ANY LAW, GOVERNMENTAL REGULATION, CONTACT, OR SPECIFICATION.

The CITY hereby agrees to and acknowledges that the standard E-Z-GO new cart and the battery manufacturer's warranties remain in effect but that the CITY shall not receive any reduction in monthly payments listed herein for any warranty work provided or arranged by the VENDOR under this agreement.

6. TITLE TO EQUIPMENT. The CITY shall have not right, title or interest in the Equipment, except a leasehold interest to possess and use the equipment during the term of the Lease subject to the terms hereof. The equipment is and shall remain personal property and shall not become part of CITY's physical plant. VENDOR shall have the right to display notice of its ownership on the equipment by affixing to each piece of Equipment in a conspicuous place such metal plate, or other form of notice that VENDOR may reasonably require and CITY will not alter, deface, cover, obscure, or remove such ownership notice. Except as provided in Section 17, upon termination of this Lease, VENDOR shall be entitled to all equipment leased herein and the VENDOR or the VENDOR's designates shall have the right to enter the CITY's premises and remove same. It is understood and agreed that for all purposes this Agreement is intended to be a Lease and that CITY does not hereby acquire right, title, or interest to any equipment leased hereunder, except the right to use the same under the terms provided herein.

7. LIENS AND ALTERATIONS. The CITY will keep equipment free from any liens, claims or encumbrances and will not without the prior written consent of VENDOR, make or suffer any changes, alterations, improvements or remove any parts, accessories or attachments other than in the course of routine maintenance.

8. USE OF EQUIPMENT. CITY agrees and warrants that the equipment leased herein will not be used or operated in violation of any law, ordinance or governmental regulation.

9. ASSIGNMENT. This Agreement and all rights of VENDOR hereunder may be assigned by VENDOR at any time without CITY's consent, and after notice to CITY of such assignment, CITY agrees thereafter to make all lease payments hereunder to VENDOR's assignee. In the event of any such assignment, the CITY agrees that it shall not assert against VENDOR's assignee, any defense, deduction, claim, counter claim or set off which CITY may have against VENDOR, whether arising out of this agreement or any other transaction or otherwise. After any such assignment, all references to "VENDOR" herein shall refer to the VENDOR's assignee, and such assignee shall have all rights, privileges

and remedies of VENDOR hereunder. The CITY shall not sell, transfer, assign, sub lease, convey or pledge its interest in or to this Lease or the equipment without the prior written consent of VENDOR and any such sale, transfer, assignment, sublease, conveyance of pledge, whether by operation of law or otherwise, without the prior written consent of VENDOR shall be void. Should the CITY sell the golf course, it will notify the VENDOR and the Lease Agreement will be transferred to the new owner.

10. STORAGE. The CITY assumes the responsibility for the safe housing indoors or under suitable cover of Equipment during the night and non-utilized periods. The CITY shall be required to repair all flat tires. Additional tires mounted or rims will be provided by the VENDOR.

11. INSPECTION BY VENDOR. CITY agrees that VENDOR or VENDOR's agent shall have the right, during CITY's normal operating hours, to inspect the equipment and the maintenance records of the equipment. Upon inspection, VENDOR may serve written notice to CITY should there be incidence of noncompliance with the terms of this Agreement. If, after ten (10) days from the date of such notice, said non-compliance has not been corrected to the reasonable satisfaction of VENDOR, VENDOR shall have the option to:

- A. Effect the necessary repairs and collect the cost of said repairs from CITY;
- B. Take possession of the subject Equipment and collect from the CITY the cost of repairing the Equipment, all owing and unpaid lease payment and an amount equal to six times the monthly rental payment; and,
- C. Declare CITY in default of this Agreement, and proceed to exercise its rights under Section 15 hereof.

12. INSURANCE. The City shall, at its own expense, insure equipment against loss, theft, damage, fire, destruction or vandalism in the amount of \$5,000 per incident per cart. Lessor shall carry insurance against loss, theft, damage, fire, destruction or vandalism in amounts in excess of \$5,000 per incident per cart, but such coverage shall not extend to the negligent operation of equipment by the City or individual operators renting from the City. Lessor acknowledges that the City is self-insured. Insurance proceeds shall be applied at the option of the Lessor (i) for the replacement, restoration or repair of any equipment, which may be lost, stolen, destroyed or damaged or (ii) toward the obligations of the City for rent hereunder. In the event the Lessor elects to apply the proceeds to the replacement, restoration or repair of any equipment, which may be lost, stolen, destroyed or damaged, this Lease shall continue in full force and effect. In the event that the Lessor elects to apply such proceeds to the City's obligations for rent hereunder, any balance of the proceeds shall be the property of the Lessor and the City's obligations for rent shall cease. Lessor will

provide to the City evidence of its liability insurance, which must be acceptable to the City.

The VENDOR shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required by this paragraph. All certificates of insurance shall be with insurance carriers licensed and admitted to do business in the State of Michigan. The CONTRACTOR shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

- A. Workers' Compensation Insurance: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.
- C. Motor Vehicle Liability: Contractor shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than **\$1,000,000** per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be *Additional Insureds*: The City of Birmingham, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage be primary, contributing or excess.
- E. Professional Liability: Professional liability insurance with limits of not less than **\$1,000,000** per claim if Contractor will provide service that are customarily subject to this type of coverage.
- F. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance (and

Professional Liability Insurance, if applicable), as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal, shall be sent to: Finance Director, City of Birmingham, PO Box 3001, 151 Martin Street, Birmingham, MI 48012-3001.

G. Proof of Insurance Coverage: Contractor shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.

- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
- 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
- 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
- 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;
- 5) If so requested, Certified Copies of all policies mentioned above will be furnished.

H. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the City of Birmingham at least (10) days prior to the expiration date.

I. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

13. **PERFORMANCE OF OBLIGATIONS OF CITY BY VENDOR.**
If CITY fails to timely and properly perform any of its obligations hereunder, VENDOR may, but shall not be obligated to perform such obligations on behalf of CITY, and the cost of such performance and the amount of the reasonable expenses of VENDOR incurred in connection with such performance together with late charges at the rate specified in section 2 for late payments, shall be payable by CITY upon demand by VENDOR and such action by VENDOR shall not be deemed

a cure or waiver of any default of CITY hereunder. Gasoline, E Z Go Oil, or electricity required for the operation of said carts shall be furnished by the CITY. The CITY agrees that it will not permit any other electrical or mechanical golf carts to be operated on said golf course except for member owned carts. City also agrees the golf carts will not be used as a maintenance vehicle, carrying refreshments, or picking up balls from the driving range.

14. TAXES. CITY will pay, or reimburse VENDOR, for any and all sales use, property and any other taxes now or hereafter imposed by any state, federal or local government based upon the ownership, leasing, renting, sale or possession or use of the equipment whether the same be assessed to the VENDOR or CITY, together with any penalties or interest in connection therewith, except taxes imposed or measured by the net income of the VENDOR.

15. INVESTMENT TAX CREDIT INDEMNIFICATION. It is hereby agreed that Lessee shall indemnify and hold harmless Lessor from and against any loss or liability incurred by Lessor by reason of any disposition or other disqualifying use of the equipment by Lessee affecting the Investment Tax Credit allowed for the equipment under the Internal Revenue Code of 1954, as amended.

16. DEFAULT. The occurrence of any of the following events shall, at the option of the VENDOR, terminate this lease and CITY's right to possession of the equipment,

- (a) The default by CITY under any term, covenant, or condition of this lease; and,
- (b) Any act of bankruptcy or insolvency or reorganization or receivership or assignment or levy by or against CITY.

Upon the happening of any of the above events, VENDOR reserves the right to:

- (i) Enter any premises where any equipment shall be located and remove or retain same without being liable to any suit, action, defense or other proceeding by Lessee;
- (ii) Sell at public or private sale or lease any portion of said equipment, and apply the proceeds of such sale or lease, after deducting all costs incurred by VENDOR including, but not limited to repair costs, recovery fees, storage costs, and attorney's fees, against the amounts then due or thereafter to become due by CITY under the Lease. If such proceeds are less than the present amounts due plus any future amounts

due, CITY shall immediately pay VENDOR the difference;

- (iii) Recover from CITY all amounts due or to become due herein and/or; and,
- (iv) Pursue any other remedy at law or in equity whether or not covered in this Agreement.

17. NOTICE AND PAYMENTS. All communications which may be or are required by VENDOR or CITY shall be in writing. Communications to the VENDOR shall be addressed to:

PIFER INC.
8341 E. Holly Road
Holly, MI 48442

If to CITY:

CITY OF BIRMINGHAM
Lauren A. Wood, Director of Public Services
851 S. Eton Street
Birmingham, MI 48009

18. OPTION TO PURCHASE. Such option shall be exercised by giving Lessor written notice of same no later than 30 days prior to the expiration of this Lease. The purchase price for the equipment shall be as stated in Section 2 above. Lessee shall take title to the equipment "AS IS, WHERE IS."

19. SAVING CLAUSE. In the event that any terms and provisions of this Agreement are in violation of, or prohibited by, any law, statute or ordinance of the state, or country in which it is used, the remainder of this Agreement shall not be invalidated.

20. ADDITIONAL DOCUMENTS. CITY agrees to execute, or obtain and deliver to VENDOR, at VENDOR's request, such additional documents as VENDOR may reasonably deem necessary to protect VENDOR's interest in the equipment and in this Agreement, including, without limitation, financing statements, landlord's waivers, and mortgagee's waivers. CITY shall pay, or reimburse VENDOR on demand any filing fees or expenses incurred in connection with such additional documents. The execution of financing statements, or the filing of the same shall be for information purposes only and shall not be construed as an intention by the parties that the equipment is being sold to CITY under this Agreement.

21. ENTIRE AGREEMENT. The parties agree that this instrument,

together with attached Addenda (if any) constitute the entire Agreement between the parties and that no verbal understanding not incorporated in this document is binding upon either party. Both parties covenant to fulfill the obligations imposed upon them and waive any specific rights granted by state laws which might allow them to evade their respective responsibilities.

22. **SETTLEMENT OF DISPUTES.** Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL§600.5001 et seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

23. **UNIT LOCATION.** It is hereby agreed by both parties that the units shall be exclusively located at: City Of Birmingham Golf Courses and the VENDOR shall endeavor to service the units at this location. VENDOR reserves the right to transport the units to an outside location if major repairs are required.

24. **SERVICE SCHEDULE.** The VENDOR agrees to service and maintain the units herein subject to the terms of this Agreement on an on call basis during all months the Club normally operates the units.

25. **CLUB'S MAINTENANCE RESPONSIBILITIES.** The Club agrees at its sole cost and expense to: (a) on a daily basis, charge, water and clean batteries; store and secure units and maintain vehicles except for normal wear and tear; (b) on a weekly basis, to check and maintain tire pressure, change flat tires, wash and clean cars; and, (c) on an as needed basis, gas units only, check and refill oil. VENDOR will provide spare tire which Lessee will change between service days.

26. **VENDOR MAINTENANCE RESPONSIBILITIES.** Subject to the terms and conditions of this Agreement as well as the Attachment to VENDOR's BID FORM, which incorporated herein, the VENDOR agrees to keep all units herein in good repair and operating condition, doing so with reasonable dispatch and to replace with new parts and badly worn or broken parts. The VENDOR will repair or replace all accessories and components of the vehicles as may detract from its cosmetic condition or appearance for carts of comparable age, under normal conditions, subject to

expected wear and tear. The VENDOR further agrees to provide replacement batteries as required. VENDOR agrees to furnish a replacement vehicle to the City when one of the leased vehicles is serviced for a period of time exceeding one (1) week.

27. PARTS DISPOSITION. It is expressly agreed to by the CITY that the VENDOR shall be given title to and shall retain for the VENDOR's use of disposition all parts and batteries replaced under this Agreement.

28. VENDOR'S PERSONNEL. VENDOR warrants that VENDOR's service personnel will be qualified golf cart mechanics. The VENDOR shall maintain workman's compensation coverage on its employees.

29. INDEMNIFICATION. Each Party shall be responsible for its own acts and the acts of its employees and officers, the costs associated with those acts, and the defense of those acts.

IN WITNESS WHEREOF, the parties execute this Contract.

WITNESSES:



PIFER, INC.

By: 

Its: 

CITY OF BIRMINGHAM

By: _____

Andrew M. Harris

Its: _____

Mayor

By: _____

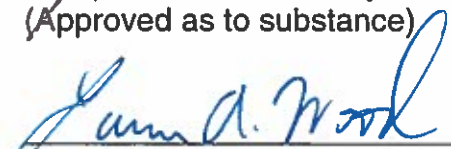
Cherilynn Mynsberge

Its: _____

City Clerk

Approved: 

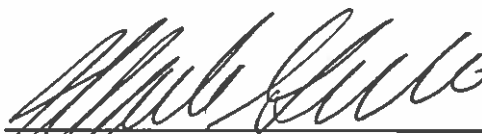
Joseph A. Valentine, City Manager
(Approved as to substance)



Lauren A. Wood, Director of Public Services
(Approved as to substance)



Timothy J. Currier, City Attorney
(Approved as to form)



Mark Gerber, Director of Finance
(Approved as to financial obligation)



CERTIFICATE OF LIABILITY INSURANCE

DATE(MMDD/YYYY)
1/25/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER THE STANTS INSURANCE GROUP, INC. P.O. Box 1022 Union Lake, MI 48387 0092173	CONTACT NAME:	
	PHONE (A/C, No, Ext): (248) 366-9842	FAX (A/C, No): (877) 299-2058
INSURED PIFER, INC. 8341 E Holly Rd Holly, MI 48442 (248) 634-9444	E-MAIL ADDRESS: paul@stantsinsurance.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Motorists Commercial Mutual Ins Co	NAIC#: 13331
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

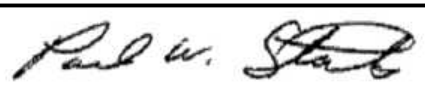
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MMDD/YYYY)	POLICY EXP (MMDD/YYYY)	LIMITS
A	GENERAL LIABILITY			7-2360685	11/1/2017	11/1/2018	EACH OCCURRENCE \$ 500,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 500,000
							GENERAL AGGREGATE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMPOPPAGG \$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR		7-2360686	11/1/2017	11/1/2018	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 2,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			7-2361661	11/1/2017	11/1/2018	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	GARAGE LIABILITY			7-2360685	11/1/2017	11/1/2018	AUTO ONLY - EA ACCIDENT \$1,000,000
							OTHER THAN AUTO ONLY- EA ACC \$1,000,000
							OTHER THAN AUTO AGG \$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THE CITY OF BIRMINGHAM, INCLUDING ALL ELECTED AND APPOINTED OFFICIALS, ALL EMPLOYEES AND VOLUNTEERS, ALL BOARDS, COMMISSIONS AND/OR AUTHORITIES AND BOARD MEMBERS, INCLUDING EMPLOYEES AND VOLUNTEERS THEREOF ARE ADDITIONAL INSURED AS PER WRITTEN CONTRACT. Primary Insurance per CG0001 (12-07) Commercial Liability Conditions Section IV 4. Other Insurance and CA0001 (10-01) Business Auto Conditions Section IB 5, other Insurance as per written contract

CERTIFICATE HOLDER City of Birmingham 851 E. Eton St. P.O. Box 3001 Birmingham, MI 48009	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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COMMON POLICY CONDITIONS

All Coverage Parts included in this policy are subject to the following conditions.

A. Cancellation

1. The first Named Insured shown in the Declarations may cancel this policy by mailing or delivering to us advance written notice of cancellation.
2. We may cancel this policy by mailing or delivering to the first Named Insured written notice of cancellation at least:
 - a. 10 days before the effective date of cancellation if we cancel for nonpayment of premium; or
 - b. 30 days before the effective date of cancellation if we cancel for any other reason.
3. We will mail or deliver our notice to the first Named Insured's last mailing address known to us.
4. Notice of cancellation will state the effective date of cancellation. The policy period will end on that date.
5. If this policy is cancelled, we will send the first Named Insured any premium refund due. If we cancel, the refund will be pro rata. If the first Named Insured cancels, the refund may be less than pro rata. The cancellation will be effective even if we have not made or offered a refund.
6. If notice is mailed, proof of mailing will be sufficient proof of notice.

B. Changes

This policy contains all the agreements between you and us concerning the insurance afforded. The first Named Insured shown in the Declarations is authorized to make changes in the terms of this policy with our consent. This policy's terms can be amended or waived only by endorsement issued by us and made a part of this policy.

C. Examination Of Your Books And Records

We may examine and audit your books and records as they relate to this policy at any time during the policy period and up to three years afterward.

D. Inspections And Surveys

1. We have the right to:
 - a. Make inspections and surveys at any time;

- b. Give you reports on the conditions we find; and

- c. Recommend changes.

2. We are not obligated to make any inspections, surveys, reports or recommendations and any such actions we do undertake relate only to insurability and the premiums to be charged. We do not make safety inspections. We do not undertake to perform the duty of any person or organization to provide for the health or safety of workers or the public. And we do not warrant that conditions:
 - a. Are safe or healthful; or
 - b. Comply with laws, regulations, codes or standards.

3. Paragraphs 1. and 2. of this condition apply not only to us, but also to any rating, advisory, rate service or similar organization which makes insurance inspections, surveys, reports or recommendations.

4. Paragraph 2. of this condition does not apply to any inspections, surveys, reports or recommendations we may make relative to certification, under state or municipal statutes, ordinances or regulations, of boilers, pressure vessels or elevators.

E. Premiums

The first Named Insured shown in the Declarations:

1. Is responsible for the payment of all premiums; and
2. Will be the payee for any return premiums we pay.

F. Transfer Of Your Rights And Duties Under This Policy

Your rights and duties under this policy may not be transferred without our written consent except in the case of death of an individual named insured.

If you die, your rights and duties will be transferred to your legal representative but only while acting within the scope of duties as your legal representative. Until your legal representative is appointed, anyone having proper temporary custody of your property will have your rights and duties but only with respect to that property.



MEMORANDUM

Department of Public Services

DATE: January 31, 2018

TO: Joseph A. Valentine, City Manager

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: City Vehicle #507 & #569 Replacement

City vehicle #507 and #569, both 2012 Chevy Tahoes, are investigative vehicles used by the Police Department. Vehicle 507 also serves as the department's dedicated towing and cargo hauling vehicle. Both qualify for priority replacement based on the following evaluation scores:

Vehicle #507 – 2012 Chevy Tahoe

FACTOR	DESCRIPTION	POINTS
Age	1 point each year of age	6
Miles/Hours	1 point each 10,000 miles of usage	14
Type of Service	Type 5 – Police, fire, and rescue service vehicles	5
Reliability	Level 2 – In shop one time within three months; 1 breakdown/road call within three months	2
M & R Costs	Level 2 - 21-40% of replacement costs	2
Condition	Level 2 – Minor imperfections in body and paint; interior fair; good drive train	2
TOTAL POINTS 28+, POOR - needs priority replacement		31

Vehicle #569 – 2012 Chevy Tahoe

FACTOR	DESCRIPTION	POINTS
Age	1 point each year of age	6
Miles/Hours	1 point each 10,000 miles of usage	12
Type of Service	Type 5 – Police, fire, and rescue service vehicles	5
Reliability	Level 1 – In shop one time within three month period; no major breakdowns or road calls	1
M & R Costs	Level 2 - 21-40% of replacement costs	2
Condition	Level 2 – Minor imperfections in body and paint; interior fair; good drive train	2
TOTAL POINTS 28+, POOR - needs priority replacement		28

The Department of Public Services recommends replacing vehicle #507 with a 2018 Chevrolet Tahoe 4-wheel drive Special Service package from Berger Chevrolet through the Oakland County cooperative purchasing contract #5218 for a total of \$36,170.

A 2018 Ford Police Interceptor Utility is recommended to replace vehicle #569, and is available from Gorno Ford through the Oakland County cooperative purchasing contract #4944 for a total of \$31,406.

Both vehicles are listed on the vehicle replacement schedule as published in the current budget document. Funds for these purchases are available in the Auto Equipment Fund, account #641-441.006-971.0100.

Upon delivery – expected within 12-14 weeks – the old vehicles will be stripped of transferrable equipment and will be listed on the Michigan Governmental Trade Network for public auction.

SUGGESTED RESOLUTION:

To approve the purchase of one (1) 2018 Chevrolet Tahoe from Berger Chevrolet through the Oakland County extendable purchasing contract #5218 in the amount of \$36,170.00 from account #641-441.006.971.0100; further, to approve the purchase of one (1) 2018 Ford Police Interceptor Utility from Gorno Ford through the Oakland County extendable purchasing contract #4944 in the amount of \$31,406.00 from account #641-441.006.971.0100 for a total expenditure of \$67,576.00.



MEMORANDUM

Department of Public Services

DATE: January 31, 2018

TO: Joseph A. Valentine, City Manager

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: 2018 Annual Flower Purchase

Sealed bids were opened on Wednesday, January 31, 2018 for the purchase of annual flowers for the spring planting. Two bids were received. The results of the sealed bids are shown below:

Bidder	Complete Bid	Deviations Exceptions	Total
Croswell Greenhouse Inc.	Yes	No	\$20,053.85
Site One Landscape	Yes	Yes	\$23,911.90

After reviewing the submitted bids, Croswell Greenhouse Inc. was complete, offering no deviations or substitutions from our requested materials list.

We have purchased annual flowers from Croswell Greenhouse in the past and are very pleased with the material. The cost for the 2016 flower program was \$15,860. The cost for the 2017 flower program was \$17,149.45. This year's purchase has a larger number of 4 ¼" container plants, and a lesser amount of flats compared to last year, which is reflected in the increased price. This purchase does not include all of the hanging flower baskets around downtown, which is provided by the Birmingham Shopping District. The Department of Public Services recommends the purchase of the 2018 annual flowers from Croswell Greenhouse at a total cost not to exceed \$20,053.85. Money is budgeted for this purchase in General Fund – Property Maintenance – Operating Supplies account #101-441.003-729.0000.

SUGGESTED RESOLUTION:

To approve the 2018 annual flower purchase from Croswell Greenhouse Inc. in the amount not to exceed \$20,053.85. Funds are available from the General Fund – Property Maintenance – Operating Supplies account #101-441.003-729.0000.



MEMORANDUM

Department of Public Services

DATE: February 2, 2018

TO: Joseph A. Valentine, City Manager

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: 2018 Parks and Recreation Master Plan Adoption

The City of Birmingham Parks and Recreation Master Plan has been reviewed and revised over the last eight months in order to be updated and submitted to the Michigan Department of Natural Resources. The City of Birmingham hired McKenna to assist the City during this vital process to update the Parks and Recreation Master Plan.

Communities are required to develop a recreation plan to establish eligibility to apply for recreation and resource conservation grants from the Michigan Department of Natural Resources (MDNR). This update is the fourth Recreation Master Plan for the City of Birmingham. The City began developing such documents beginning in 2000.

A Master Plan is intended to serve as a guide in the planning for future park and recreation opportunities, development needs, services and implementation. This assists the City to remain proactive in determining the community's future priorities and how to accomplish them. The plan ideally forms the road map for the decisions made over the next five years regarding the provision of park and recreation lands and other open space for the community.

Most importantly, the planning process allows the community to determine not only current, but also future community needs. The citizen input process is the most critical element in making these determinations. The Master Plan sub-committee of the Parks and Recreation Board and DPS staff were actively involved during this Master Plan update.

The Parks and Recreation Board members over the past several months have been diligently working on updating the Parks and Recreation Master Plan. The plan assists communities in the following ways. Assists in identifying recreation needs and priorities, assists in providing focus to improve facilities and programs, qualifies the City for recreation grants and serves as a guide in the day-to-day operations as well as during the annual budget process. There are several parts to the five year plan.

The Master Plan contents include a community description, planning/public input process, administrative structure, recreation inventory, a capital improvement schedule and an action plan. A Public Open House is required and was conducted on October 3, 2017 at a Parks and Recreation Board meeting. At the November 14, 2017 Parks and Recreation Board meeting another opportunity for public input and discussion about the update to the Master Plan occurred. The entire plan was made available for a 30 day public review beginning on December 4, 2017 in advance of the Public Hearing which will be held before the City

Commission on February 12, 2018. Immediately following this report is a transmittal memorandum dated February 2, 2018 from Sarah Traxler with McKenna detailing the plan revisions since the public review period. Sarah will be attending the Public Hearing on February 12, 2018 regarding this Master Plan update.

Attached find a memorandum dated February 1, 2018 from Sarah Traxler which provides a summary of changes to the plan based on the public review period and overall final review of the draft plan. This information was also included with the Parks and Recreation Board agenda on February 6, 2018. The Parks and Recreation Board at their February 6, 2018 meeting approved a Resolution of Adoption of the City of Birmingham 2018 Parks and Recreation Master Plan.

Enclosed herewith is a copy of the proposed 2018 Parks and Recreation Master Plan and a Resolution of Adoption for the City Commission to consider after the Public Hearing on February 12, 2018. In addition, a copy of my memorandum dated December 26, 2017 is also enclosed in which the City Commission set the Public Hearing as a requirement by the Department of Natural Resources (MDNR) for citizen input in advance of the formal adoption of a plan. A copy of the adopted plan will be submitted to the Michigan Department of Natural Resources (MDNR), Oakland County and SEMCOG.

SUGGESTED RESOLUTION:

To approve the Resolution of Adoption of the City of Birmingham 2018 Parks and Recreation Master Plan.



Memorandum

To: City Commission
City of Birmingham, Michigan

From: Sarah Traxler, AICP, Vice President
Deanna Dupuy, Assistant Planner

Date: February 2, 2018

Subject: **2018 Parks and Recreation Master Plan – Complete Draft for Public Hearing and Consideration of Adoption**

Enclosed, you will find the draft 2018 Parks and Recreation Master Plan for Birmingham, which is the culmination of months' worth of investigation, analysis, significant public engagement, and strategic thought.

BACKGROUND

The Parks and Recreation Board, in conjunction with its Parks and Recreation Master Plan Sub-Committee, has led the charge with the Department of Public Services in overseeing the preparation of this draft plan. The process and plan document are consistent with the requirements of the Michigan Department of Natural Resources (MDNR) guidelines for the preparation of parks and recreation master plans in Michigan.

PUBLIC ENGAGEMENT

This draft 2018 Parks and Recreation Master Plan The MDNR also prescribes a process for public review and comment on draft plans to ensure maximum stakeholder buy-in. As such, the City widely publicized the required 30-day resident and stakeholder comment period on this draft plan, which resulted in roughly one dozen additional comments (above and beyond that which we've received throughout the entire planning process).

Before the recent public comment period, and before we drafted the plan document, McKenna and the Department of Public Services substantially engaged stakeholders by conducting a one-day "field day" event during the farmer's market; conducting two days of roundtable discussions with specific stakeholder groups; and administering online surveys related to parks and recreation provisioning. In all, we estimate that approximately 2,000 stakeholders were engaged during the process!

REVIEW AND NEXT STEPS

During your February 12, 2018 Commission meeting, a duly noticed Public Hearing for the draft plan will be conducted; we will present the key features of the plan, as well. After the hearing, the Commission may act to adopt the plan by Resolution. Upon adoption, we will finalize the plan for production, and distribute it to the necessary entities (Oakland County, SEMCOG, and the Michigan Department of Natural Resources).

We look forward to discussing the draft plan during your February 12, 2018 meeting. We welcome any questions or comments at any time. Thank you.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

○ 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



Memorandum

To: Parks and Recreation Board
City of Birmingham, Michigan

From: Sarah Traxler, AICP, Vice President
Deanna Dupuy, Assistant Planner

Date: February 1, 2018

Subject: **2018 Parks and Recreation Master Plan – Summary of Changes in Response to Public Comment and Final Review of Draft**

BACKGROUND

As prescribed by the Michigan Department of Natural Resources (MDNR) the draft 2018 Parks and Recreation Master Plan was made available to residents and stakeholders during a 30-day, well-publicized public review and comment period. The comment period ended on January 3, 2018. McKenna and the City of Birmingham staff have received various comments, which are included in Appendix B of the updated plan. Each comment was reviewed by the project team and were incorporated into the revised draft as necessary.

During that time, the Master Plan Sub-Committee and project team were performing final reviews of the draft plan for accuracy,

PLAN REVISIONS

The following represent our synthesis of the plan response to the comments received:

- **Birmingham Museum (formerly Birmingham Historical Museum & Park).** The Museum Director, Leslie Pielack, provided specific feedback regarding language representing the Museum. Minor language changes were made on the following pages: 15, 23, and 35.
- **Revised Parks and Recreation Bond Language.** City Finance Director Mark Gerber reviewed the Administrative Structure and Funding section of the draft plan for Parks and Recreation Bond accuracy and language suggestions. After feedback from Mr. Gerber, McKenna updated the third paragraph on page 21 to better represent the current state of the Parks and Recreation Bond.
- **Clarification of Kenning Park Master Plan Implementation.** After feedback from the Parks and Recreation Board, page 22 was updated to clarify that certain elements of the Kenning Park Master Plan are currently being implemented.
- **Accessibility Assessments.** The accessibility assessment scores (1-5) for each City park in the Parks, Recreation and Trails Inventory Section (pages 31-41).

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.

- 
- **Golf Courses.** Golf Operations Clubhouse Manager Jacky Brito provided specific feedback regarding the language representing Lincoln Hills Golf Course and Springdale Park and Golf Course. Specifically, the descriptions of the properties on pages 38 and 40 were updated.
 - **Addition of Chemical Reduction Objective for Goal #6.** A resident stakeholder expressed concern that the term “reduce chemical exposure” was removed from Goal #6 (when compared to the 2012 plan), which addresses Sustainable Maintenance Practices. A ninth objective was added on page 80 to specifically call out the need for the City to minimize chemical usage to the extent practicable.
 - **Accessible Playground Replacement – Five Year Capital Improvement Plan.** During a brief overview of 2018 Parks and Recreation Master Plan during the January 27, 2018 City Commission - Long Range Planning Session, Commissioner Bordman shared feedback about the need to clarify that all playground enhancements identified in the Capital Improvement Plan would meet or exceed ADA accessibility standards. The Capital Improvement Plan from pages 84 to 88 was modified to be explicitly clear that all planned playground enhancements (whether full replacement or partial replacement) will be inclusive and accessible – at minimum, per the Americans with Disabilities Act requirements.
 - **Potential Funding Sources – Five Year Capital Improvement Plan.** Also during the Long Range Planning Session with City Commission, inconsistencies in the presentation of potential funding sources for projects were pointed out; we revised the language to be consistent and accurate per current knowledge of funding sources for each project.

NEXT STEPS

During your board meeting on February 6th, the Parks and Recreation Board may consider adopting the attached Resolution of Recommendation (for approval). On Monday, February 12th, the City Commission will hold the required Public Hearing and consider adoption of the plan by Resolution.

We look forward to discussing the updated plan with the Parks and Recreation Board. We welcome any questions or comments at any time. Thank you.



**RESOLUTION OF ADOPTION
2018 Parks and Recreation Master Plan**

For the City of Birmingham
Oakland County, Michigan

CITY COMMISSION

WHEREAS, the City of Birmingham has undertaken a planning process to determine the recreation needs and desires of its residents during a five-year period covering the years 2018 through 2022; and

WHEREAS, the City of Birmingham began the process of developing a parks and recreation master plan in accordance with the most recent guidelines developed by the Michigan Department of Natural Resources and made available to local communities; and

WHEREAS, residents of the City of Birmingham were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the parks and recreation plan; and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least 30 days; and

WHEREAS, a public hearing was held on February 12, 2018 in the City Commission Chambers of City Hall to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the 2018 Parks and Recreation Master Plan; and

WHEREAS, the City of Birmingham has developed the plan as a guideline for improving parks and recreation within the City of Birmingham.

NOW, THEREFORE BE IT RESOLVED the Birmingham City Commission hereby adopts the 2018 Parks and Recreation Master Plan.

Yeas: Nays: Absent:

I, J. Cherilynn Mynsberge, City Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Birmingham City Commission at a Regular Meeting thereof held on the 12th day of February, 2018.



MEMORANDUM

Department of Public Services

DATE: December 26, 2017

TO: Joseph A. Valentine, City Manager

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: Set a Public Hearing – Parks and Recreation Master Plan

The City Commission on June 26, 2017 hired McKenna to assist the City of Birmingham with updating the Five Year Parks and Recreation Master Plan. In accordance with the Michigan Department of Natural Resources (MDNR) requirements, a public hearing is required for citizen input, to be followed with a formal adoption by the City Commission.

At the November 14, 2017 Parks and Recreation Board meeting McKenna presented the “draft” Parks and Recreation Master Plan in which the Parks Board approved commencing the 30-day public comment period for the 2018 Parks and Recreation Master Plan. This “draft” plan has been noticed for this public review period which ends on January 3, 2018.

After the review period concludes McKenna and staff will continue to assemble the updated Master Plan and work through the Master Plan Sub-Committee and ultimately return to the Parks and Recreation Board on February 6, 2018 for their recommendation. Attached you will find more information from McKenna on the public hearing requirement and public hearing notice.

SUGGESTED RESOLUTION:

To set a Public Hearing for February 12, 2018 to consider adoption of the proposed 2018 Parks and Recreation Master Plan.



Memorandum

To: City Commission
City of Birmingham, Michigan

From: Sarah Traxler, AICP
Vice President

Date: December 20, 2017

Subject: Required Public Hearing for the 2018 Parks and Recreation Master Plan

BACKGROUND

As you know, the Parks and Recreation Board, supported by the Department of Public Services, has been involved in the preparation of a five-year Parks and Recreation Master Plan to be adopted in 2018. There has been significant study, analysis, meeting of the Parks and Recreation Master Plan Sub-Committee, and public engagement to support this effort – above and beyond that which the Michigan Department of Natural Resources (MDNR) requires. The MDNR publishes standards for minimum requirements for content, public engagement, and adoption processes related to Parks and Recreation Master Plans, which we have closely followed throughout the planning process. Parks and Recreation Master Plans are used to orient a parks and recreation program's activities based on community goals and objectives, prioritize capital improvements, and describe operations of parks and recreation programs, which vary widely from community to community.

30-DAY COMMENT PERIOD

The prescribed process set forth by MDNR requires that a draft Parks and Recreation Master Plan be available to residents and stakeholders during a 30-day, well-publicized public review and comment period. The draft plan has been noticed for its 30-day comment period, which ends on January 3, 2018. At the end of the 30-day comment period, we will synthesize any comments and work with the Master Plan Sub-Committee to appropriately incorporate comments into a revised draft.

CITY COMMISSION CONSIDERATION

The next required step in the adoption process is for the City Commission (legislative body) to conduct a public hearing, which we are requesting take place on February 12, 2018 at 7:30PM (see attached draft Public Hearing notice). During that meeting, McKenna will present the highlights of the draft plan, the Commission will receive comments, then consider adoption of the plan. Once the plan has been adopted, we will submit the plan to the MDNR so that it's on-file to support any future MDNR grant applications by the City of Birmingham.

We look forward to receiving input from the Commission and the public, and welcome questions or comments at any time. Thank you.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

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☎ 248.596.0930
MCKA.COM

Communities for real life.

CITY OF BIRMINGHAM, OAKLAND COUNTY, MICHIGAN
HAS SCHEDULED A PUBLIC HEARING

Public Hearing:

Monday, February 12, 2018
7:30 PM

Birmingham Municipal Building
151 Martin Street
Birmingham, MI 48009

Notice is given to any and all interested parties that the Birmingham City Commission will hold a public hearing on **Monday, February 12, 2018 at 7:30 p.m.** at the Municipal Building on the second floor in the Commission Room, located at 151 Martin St., to hear comments on the 2018 Parks and Recreation Master Plan. The City of Birmingham is preparing this five-year Parks and Recreation Master Plan in accordance with the Michigan Department of Natural Resources requirements. When completed, the plan will serve as a guide for the acquisition and development of community recreation facilities and programs over the next five (5) years. The draft plan is available for review online at bhamgov.org/ParksRecPlan and in person at 851 S. Eton St., Birmingham, MI 48009.

In compliance with the Americans with Disabilities Act, individuals with a disability should contact the City of Birmingham City Clerk, Cherilynn Mynsberge, at (248) 530-1880, at least seventy-two (72) hours in advance of the Public Hearing, if requesting accommodations.

Publication Date: On or before January 12, 2018



LET'S PLAN

BIRMINGHAM,
MICHIGAN *Parks & Recreation*

DRAFT · FEBRUARY 1, 2018

2018 Parks & Recreation Master Plan

City of Birmingham, Michigan

DRAFT · February 1, 2018

Adopted by the City of Birmingham City Commission on

Prepared by:



MCKENNA

235 East Main Street, Suite 105
Northville, MI 48167
(248) 596.0920
www.mcka.com

Acknowledgements

Thank you.

The participation and cooperation of community leaders, residents and members of civic organizations in the preparation of the 2018 Parks and Recreation Master Plan is greatly appreciated and we thank everyone who participated in its development. The content in this Plan reflects the on-going collaboration between City residents, stakeholders, the Parks and Recreation Board, and the City Commission.

In particular, we acknowledge the efforts of:

CITY COMMISSION

Andrew Harris, Mayor
Patty Bordman, Mayor Pro Tem
Pierre Boutros, Commissioner
Carroll DeWeese, Commissioner
Rackeline Hoff, Commissioner
Mark Nickita, Commissioner
Stuart Sherman, Commissioner

CITY ADMINISTRATION

Joseph A. Valentine, City Manager
Lauren Wood, Director of Public Services
Carrie Laird, Parks and Recreation Manager

PARKS AND RECREATION BOARD

Therese Longe, Chair
John Meehan, Vice Chair
Ross Kaplan
Ryan Ross
Raymond Stevens
Lilly Stotland
Bill Wiebrecht
Eleanor Noble, Alternate
John Rusche, Alternate
Ben Gould, Student Representative
Joseph Kummer, Student Representative

RECREATION MASTER PLAN SUB-COMMITTEE

Therese Longe, Parks and Recreation Board
Ryan Ross, Parks and Recreation Board
Raymond Stevens, Parks and Recreation Board
Lauren Wood, Director of Public Services
Carrie Laird, Parks and Recreation Manager

Table of Contents

INTRODUCTION	1
Welcome	1
Tradition of Excellence	2
Planning Process	3
COMMUNITY SETTING	5
Community Description	6
Regional Setting.....	6
Demographic Characteristics.....	8
Economic Characteristics.....	10
Physical Characteristics	11
ADMINISTRATIVE STRUCTURE AND FUNDING	13
Administration.....	14
Parks and Recreation Funding and Grant History	17
Parks and Recreation	18
Community Activities.....	18
Parks and Recreation Bonds.....	21
Grant History	21
Related Initiatives	22
PARKS, RECREATION, AND TRAILS INVENTORY	26
City Parks and Facilities.....	26
Mini Parks.....	31
Neighborhood Parks.....	32
Community Parks.....	35
School Facilities	45
Regional Parks and Facilities	45
Barrier Free Accessibility.....	51
Quasi-Public and Private Recreation Facilities.....	54
Programming	55
BASIS FOR ACTION PLAN	58
Planning and Public Input.....	58
Park Land Analysis and Service Areas.....	64
Facilities Analysis.....	71
ACTION PLAN	73
Mission, and Community Values	74
Goals and Objectives	75
System Wide Recommendations	82
Five-Year Capital Improvement Plan	83
APPENDIX	89

LIST OF TABLES

Table 1: Age Structure, 2010-2015.....	9
Table 2: Recreation Revenue (Fiscal Year 2015-2019).....	17
Table 3: Recreation Expenditures (Fiscal Year 2015-2019)	17
Table 4: City of Birmingham Planning Initiatives	22
Table 6: Recreation Inventory	41
Table 7: Farmington Hills Public Park Land Acreage Analysis	65
Table 8: Facilities Analysis	71
Table 9: Five-Year Capital Improvement Plan.....	84

LIST OF FIGURES

Figure 1: Department of Public Services Organizational Chart.....	16
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LIST OF MAPS

MAP 1: Regional Location.....	7
MAP 2: Parks and Recreation Inventory and Services Areas	29
MAP 3: Regional Parks and Facilities.....	47
MAP 4: Walkability City Owned Parks	67
MAP 5: Walkability City Owned Parks and School Facilities.....	69



LET'S PLAN
BIRMINGHAM,
MICHIGAN *Parks & Recreation*

01

Introduction

Welcome

Welcome to the City of Birmingham's 2018 - 2022 Parks and Recreation Master Plan. This Plan reflects a vision for the City of Birmingham's parks and recreation facilities: their operations, maintenance, and enhancements for the next several years. It serves as a roadmap for future recreation facilities and programs by considering existing parks and programs in and around the City and the anticipated demand for additional or improved recreation facilities.

This Plan also forms the basis for potential recreation grant funding from the Michigan Department of Natural Resources (MDNR) and other agencies and foundations. The City of Birmingham's Plan was prepared in accordance with MDNR's Guidelines for the Development of Community Park, Recreation, Open Space, and Greenway Plans.

Most importantly, this Plan will act as City of Birmingham's playbook for community building as it relates to parks and recreation over the next five or more years.



Tradition of Excellence

During the last five-year planning process, the City of Birmingham continued its tradition of parks and recreation excellence. Specifically, the City made considerable strides in institutionalizing outstanding design and recreation provision; as well as achieving the goals and objectives identified in the previous plan.

The City continually strives to provide parks and recreation facilities that are of the highest quality, preserve open space, and are accessible to all residents. The Department of Public Services installed electrical outlets and water fountains at numerous parks. In addition, the department completed open space maintenance at three of the City's parks. As stewards of open space, the department completed on-going reforestation in all its parks which included significant reforestation efforts at Manor Park and Quarton Lake with funds awarded to the City through Releaf Michigan and DTE Grants in 2015 and 2016.

Furthermore, the City is committed to providing opportunities that promote and encourage active lifestyles. The City prioritized the maintenance of tennis courts and softball/baseball fields, two of the City's most popular recreation activities, at five of its parks. In addition, the City is currently in the process of extending the Booth Park trail system to connect runners and walkers to Maple Avenue. Accessible walking paths and running trails were also incorporated into the specific park master plans developed during the past five years.

The City further solidified its commitment to world-class design by completing its renovations to Shain Park in 2010. The park, which was identified during this planning process as the most visited park facility, is located in the heart of Birmingham's downtown and features a plaza fountain with granite décor, a band shell, modern children's play area, granite paved streets, lawn space, and performance stage. The City also completed the implementation of Phase 2 of the Barnum Park master plan which included improvements to the play area, landscaping, installation of pergolas, and seating.

Another significant effort the City completed in the past five years was the development of three park master plans. Between 2014 and 2016 the City, through a process of resident engagement and collaborative design, completed master/concept plans for Adams Park, Kenning Park, and Poppleton Park.

Planning Process

The Parks and Recreation Master Plan was prepared with technical assistance from McKenna, a planning and design consulting firm, and with the active involvement of the City's administration and the City of Birmingham's Parks and Recreation Board Master Plan Sub-Committee.

Citizen input and action, through an online survey, public meetings, and a public hearing, played a critical role in the development of the plan. As a result, recommendations described within the action plan reflect the needs and ideas of those who use Birmingham's Parks and Recreation facilities.

Following several discussions held by the Parks and Recreation Board Master Plan Sub-Committee and a draft review by the Parks and Recreation Board and City Commission, the Parks and Recreation Master Plan was submitted to Birmingham City Commission for adoption. Throughout the process, all meetings were open to the public. Notices were posted beforehand, and where required, advertised in the newspaper, as provided by the Open Meetings Act. The planning process kicked off in July of 2017 and concluded with the adoption of the Plan in February of 2018.





LET'S PLAN

BIRMINGHAM,
MICHIGAN

Parks & Recreation

02

Community Setting

Community Description

A welcoming community, Birmingham maintains its small town feel while offering the recreational and cultural advantages of an urban area. Birmingham's thriving pedestrian- friendly downtown includes restaurants, movie theaters, art and antique galleries, retailers, and serves as a center for real estate, accounting, finance, insurance, legal, and other services.

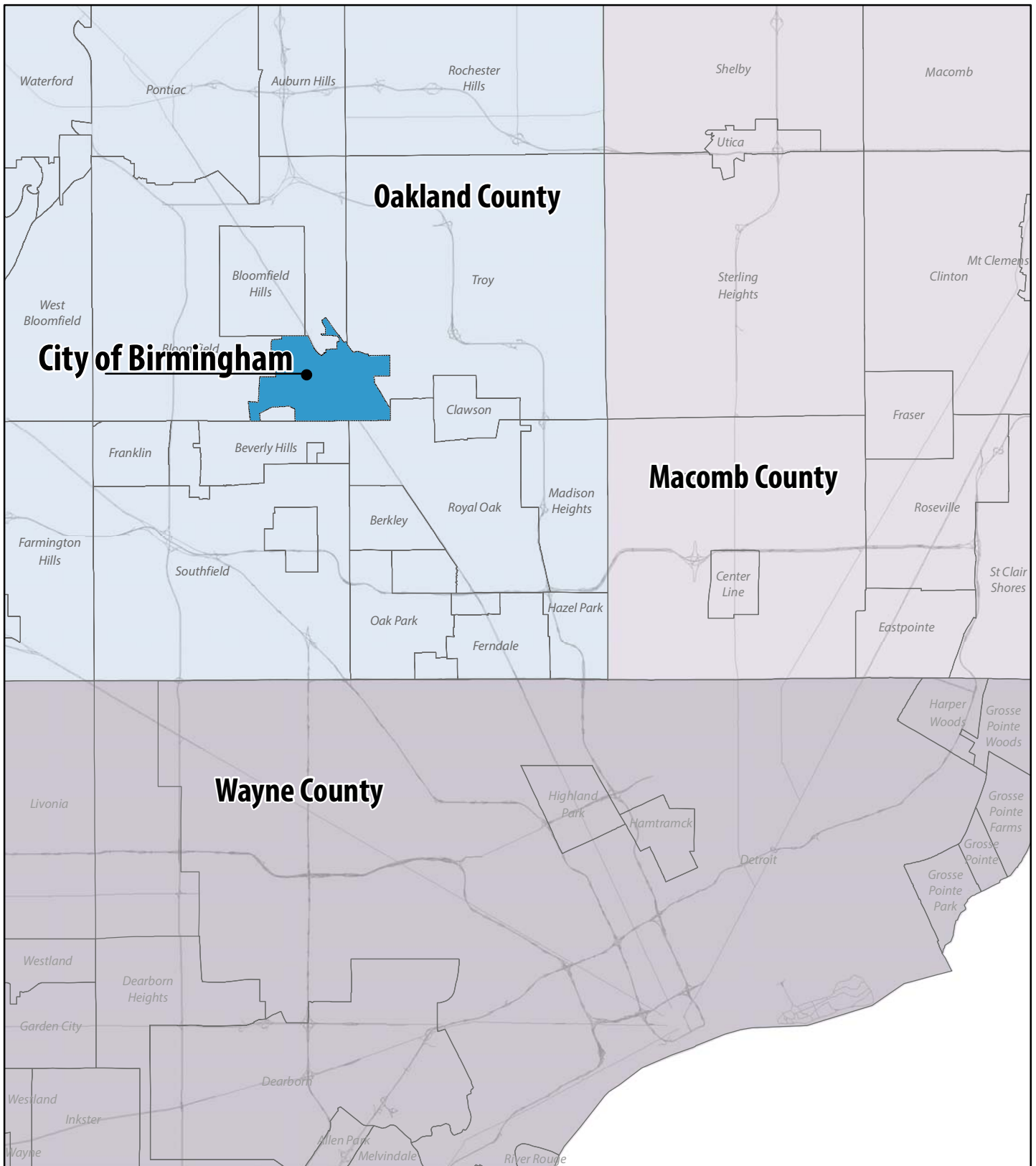
The Community Setting is a picture of the various physical and socioeconomic characteristics of the City of Birmingham. This information provides valuable insight into determining future parks and recreation facility development, maintenance, and programming needs for the community.



Regional Setting

The City of Birmingham is located in southeast Oakland County, Michigan and is bordered by five communities, Bloomfield Hills, Bloomfield Township, Beverly Hills, Royal Oak, and Troy. Birmingham incorporated as a city in 1933 and its history dates before 1819. Throughout its past, Birmingham has enjoyed a substantial level of citizen involvement which has contributed to the high quality of life in the community.

Birmingham covers 4.8 square miles and is centrally located between the Cities of Detroit and Pontiac. Woodward Avenue serves as a major artery through two miles of the city, running in a southeast to northwest direction from 14 Mile Road to Big Beaver Road (16 Mile). The city is accessible within Metropolitan Detroit via three major routes: US-24 located approximately 1-¾ miles to the west, I-696 four miles to the south, and I-75 approximately four miles east.



Map 1 Regional Location

City of Birmingham, Michigan

October 30, 2017

0 0.75 1.5 3
Miles

Data Source: SEMCOG



Demographic Characteristics

The City of Birmingham's current demographic situation and trends provide understanding to the types of recreation facilities and amenities that are needed. The figures used in this Plan come from the US Census Bureau's 2011/15 ACS 5-year data, which uses statistical sampling over a 5-year period to describe the average characteristics over the period of collection. Information for smaller geographic regions generally have a higher margin of error in statistical sampling, yet the ACS is considered very reliable and is a dataset that we believe can provide the most accurate portrayal of the changing population in the City and surrounding communities. Comparison data also comes from the US Decennial Census.

DEMOGRAPHIC TAKEAWAYS

The City of Birmingham's population will shape the park and recreation needs for the next five years. The City's driving demographic trends include:

- **There was an increase in the population that is under the age of five and aged 5-9 from 2010 to 2015.** Youth are the largest users of parks facilities and are likely to participate in organized sports and recreation programming.
- **The City of Birmingham's average household size continues to increase.** This shows that the City remains a popular community for families with children. The parks facilities are likely one of the reasons people choose to raise their families in the City.
- **Nearly 6% of the City's population has a disability.** Trails, playscapes, and other amenities must be accessible to this population.
- **The City's median income and percent of the population with a bachelor's degree or higher is larger than the surrounding area.** Residents will expect high quality parks and recreation service and programs that provide an educational benefit.

Source: 2010 Census and the 2011-2015 American Community Survey 5-Year Estimates

POPULATION

Trends in the number of people residing in a community are an important indicator for parks and recreation planning. Growing communities have different parks and recreational needs than communities with stable or declining populations.

According to the 2011-2015 ACS estimates, the City of Birmingham's population is 20,489 which is a slight increase in population, approximately 1.9 percent between the 2010 and 2015 period. The City of Birmingham's population growth in the past five years indicates that Birmingham continues to be a desired community and that its residents are aging in place.

HOUSEHOLDS

This section analyzes the composition and characteristics of households in the City of Birmingham. Household growth has a different impact on demand for recreational services than population growth. If the population is growing faster than the number of households, this would suggest that more children are being born to existing households. If households are growing faster than population, this typically suggests that more singles or couples are moving into the community.

The number of households in the City has decreased by 2.3 percent since 2010. However, the number of married-couple family households with and without children under 18 increased by 5.9 percent and 4.7 percent respectively. The increase in married-couple family households and the increase in total population indicates that existing residents are choosing to start their families, either by marriage or with children, in the community. The age data below further indicates that the slight population increase is due to the rise of children under 18 years.

Structure, 2010-2015

Age Group	2010 Population	2015 Population	Percent Change
Under 18 Years	4,939	5,201	5.3%
Under 5 years	1,291	1,346	4.3%
5-9 years	1,462	1,641	12.2%
10-17 years	2,186	2,214	1.3%
18-65 years	12,401	12,443	0.3%
65 years and over	2,763	2,845	3.0%
Total Population	20,103	20,489	1.9%

Source: 2010 Census and the 2011-2015 American Community Survey 5-Year Estimates

Average household size is another indicator of community composition. Larger average household sizes generally mean more children and fewer single-parent families. Nationally, household sizes have been shrinking as young singles wait longer to get married and life expectancy increases for the senior population.

Contrary to national trends, Birmingham's household size increased from 2.2 to 2.3. The 3.5 percent increase in household size for Birmingham shows that the City is a popular community for families with children and two-person households. This reaffirms the trends seen in the previous section where there was an increase in number of married-family households with children under 18 and an overall increase in population.

DISABILITY

The type of disability and number of residents impacted will shape the design and accommodations made for them on the City Parks and Recreation Plan. The US Census Bureau reports that approximately 5.9 percent of the City of Birmingham residents have a disability of some sort, with the most impacted populations being the 65 and over subgroups. The most prevalent disabilities within the population are ambulatory and hearing difficulties, followed by independent living difficulties. Ambulatory difficulties encompass serious difficulties with walking or stairs, issues that limit physical activity, leading to steeper decline in health. Giving consideration to these difficulties in planning for parks and recreation activities could result in positive health outcomes for a population that already experiences great difficulty on a day-to-day basis. Accommodations could include ramps or pavement improvements in order to ease accessibility concerns for those who suffer from ambulatory difficulties, or by installing audible and visually assisted cross walks that are conscious of those who may be visually or hearing impaired.



Economic Characteristics

Birmingham residents are highly educated with 77.2 percent of the community holding a bachelor's degree or higher. The City of Birmingham is also an affluent community with a median household income of \$108,137, which is 38 percent higher than Oakland County's median household income of \$67,465.

Birmingham's highly educated population will impact the City's parks and recreation needs. This population may have high expectations for involvement in programming and quality of recreation facilities. Birmingham's educated population may also be interested in interpretative nature and cultural programming.

Furthermore, as incomes rise within a community, individuals and families may begin to take a market approach to recreation, meaning that affluent residents may be willing to pay for private or nonprofit recreation options if the provider offers a service that addresses their unique recreation needs. This trend indicates that as a City's median household income rises, public recreation facilities will face more competition from private and non-profit providers. For example, residents may choose to belong to a private golf club because of differences in operation and access to other recreation amenities. As the City of Birmingham plans future facility and programming investments, there should be an emphasis on value, the provision of multiple recreation options, and public/private partnerships.

Birmingham has a wide variety of housing styles and sizes with consistently rising property values. There are few remaining sites on which to build new homes, so developers and homeowners renovate, enlarge, raze and/or rebuild on existing property. The 2011-2015 ACS estimates the median house value of a Birmingham resident's home as \$410,700. Many Birmingham neighborhoods have active neighborhood associations which work to boost the sense of pride neighbors take in owning and caring for their homes as well as preserving the character of neighborhood parks.

There are a large number of historic homes and buildings which are reviewed by the city's Historic District Commission (HDC). The HDC and the Birmingham City Commission give yearly Historic Preservation Awards to residential and commercial property owners and merchants recognizing their efforts in preservation and maintenance of historic properties. Many Birmingham Parks, such as Booth, Shain Park, and the Birmingham Museum reflect the historic character of the City.



Physical Characteristics

The City of Birmingham is a historic and developed community with very little vacant land. The existing land use patterns within the City show residential and transitional uses radiating from the downtown core. The City's downtown which is anchored at the intersection of Old Woodward Avenue and Maple Avenue, is a lively and walkable district. Woodward Avenue and Maple Avenue split the City into neighborhood quadrants. Each neighborhood consists largely of single family homes with a small variety of parks, institutional uses, and multifamily residences. Homes in northeast, northwest, and southwest quadrants are typically located on larger lots. Homes in southeast quadrant including the emerging Rail District are generally are on smaller lots and are sited closer to new mixed use residential, creative industry, and commercial.



LET'S PLAN
BIRMINGHAM, MICHIGAN *Parks & Recreation*

03

Administrative Structure and Funding

Management and planning for the City of Birmingham's parks, recreation facilities and limited programming is primarily completed by two groups: The City of Birmingham Department of Public Services and the Parks and Recreation Board.

Public Act 156 of 1917 entitled Local Government; operate System of Public Recreation is an act authorizing Cities, Villages, Counties, Townships, and School Districts to operate systems of public recreation playgrounds.

Administration

The City Charter of the City of Birmingham was first adopted in 1933, providing for a City Manager, Commission form and division of legislative and administrative functions. The Charter provides that all powers are vested in the Commission, consisting of seven members, all elected at large on a non-partisan basis. Commissioners serve staggered terms of four years and elect from their own members each year a Mayor who is a voting member of Commission. A Mayor Pro-Tem is also elected to serve in the absence of the Mayor.

The City Manager oversees the administrative functions of the City, including the operations of all City Departments and Department Directors are all appointed by the City Manager, while the City Clerk is appointed by the Commissioners and then reports to the City Manager.

The City Commission is responsible for establishing policies to guide the overall operation and development of Birmingham and making all decisions concerning land acquisition and purchase of major recreation facilities based on recommendations received from staff. The budget for recreation facilities and programs is adopted annually by the City Commission, as part of the total annual budget after appropriate public hearings. The City Commission is advised by a number of public Board and Commissions, whose members are appointed by the City Commission.

As part of each budgeting process, the City Commission holds a goal-setting session with administrative staff and a facilitator. During the 2016 process, the following five primary goals were deemed essential to implementing the Commission's vision for the community:

1. Provide sound leadership and responsible governance to maintain financial stability.
2. Be innovative and responsive in how services are provided to the community.
3. Support the vitality of both the residential and business communities that depend upon each other for success.
4. Cultivate a safe, healthy, and dynamic City.
5. Continue to be proactive with infrastructure maintenance programs and reinvestment in cost-effective improvements to roads, sewers, water mains, parking, parks and public facilities.

PARKS AND RECREATION BOARD AND SUBCOMMITTEES

The Parks and Recreation Board was established in 1963 by ordinance. It is charged with the duties detailed in Chapter 78 of the City Code entitled Parks and Recreation. The ordinance states that the Parks and Recreation Board shall consist of seven members, who are electors in the city and appointed by City Commission with each member serving a three-year term. The Board serves solely in an advisory capacity and may not assume any legislative or administrative authority.

The Parks and Recreation Board objectives and duties include:

- Serve as a forum for the consideration of policy matters related to the operation of a park and recreation program.
- Advise the public with regard to the policies established by the City Commission relating to the park and recreation program.
- Serve in an advisory capacity to the City Commission in regard to all matters affecting parks and recreation which are referred to it by the City Commission.
- Recommend to the City Commission a recreation program, fee schedules, and the adoption of long range program for the development of park areas and facilities.
- Recommend to the City Commission hours of operation and allocation of facility use.

In addition to the seven-member Parks and Recreation Board, there are several Department of Public Services (DPS)/City of Birmingham administered committees and Parks and Recreation Board sub-committees. The Parks and Recreation Board appoints Board liaisons to specific DPS/City committees and assemble Board sub-committees as necessary. The DPS/City committees and Board sub-committees give citizens the opportunity provide information about the operations, maintenance, and improvement of parks and recreation facilities.

The City also has a four-member Martha Baldwin Park Board to provide input on the design and maintenance of Martha Baldwin Park. In addition, there is a Birmingham Museum Board, which is an advisory board that participates in strategic planning and policy recommendations for the museum and grounds. The site consists of two historic buildings on nearly four acres and is adjacent to the Rouge River.

DPS / CITY COMMITTEES

- In the Park (Admin. Staff, Birmingham School District, etc.)
- Ice Arena (1 Parks and Recreation Board Liaison)

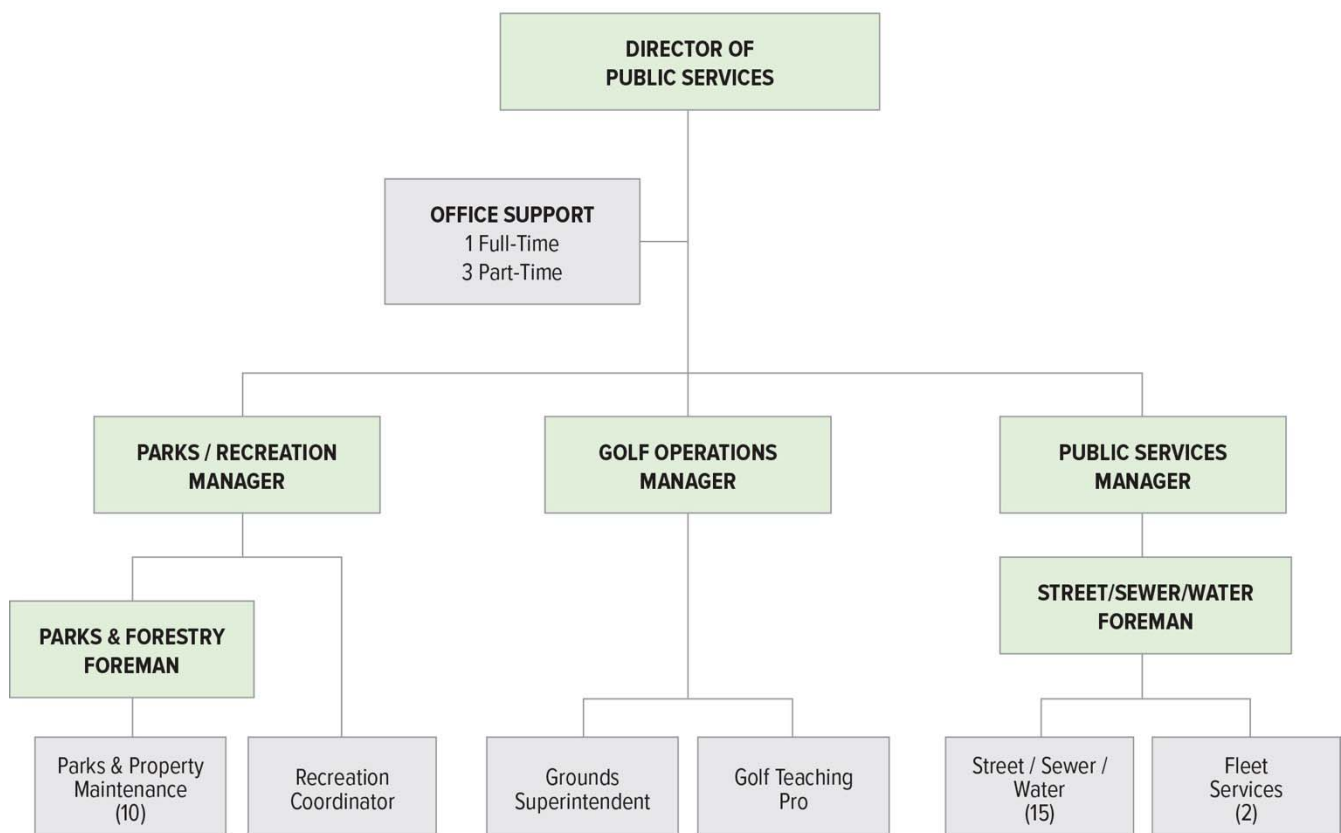
PARKS AND RECREATION BOARD SUB-COMMITTEES

- NEXT
- Crowdfunding Sub-Committee
- Golf Sub-Committee
- Ice Arena Committee
- Master Plan Committee
- Trail Sub-Committee
- Kenning Park Field Sub-Committee
- Poppleton Park Sub-Committee

THE DEPARTMENT OF PUBLIC SERVICES (DPS)

The DPS oversees the operation of the Birmingham Ice Sports Arena, two popular nine-hole golf courses, maintenance of more than 230 acres of park land and two miles of trails along the Rouge River. DPS is also responsible for forestry items such as the removal, transplanting and/or maintenance of 25,000 street and park trees. Other responsibilities include: Placement of holiday decorations, maintenance of public horticulture gardens, and providing logistic support for the summer “In the Park” concert program. In addition, this department is responsible for park improvements, park signage, support for special events, maintenance of the Greenwood Cemetery, various contractual services such as forestry services, park mowing, invasive vegetation removal, commercial/residential sidewalk snow removal and residential noxious weed enforcement. Figure 1 shows the administrative organization of the Department of Public Works.

Services Organizational Chart



Parks and Recreation Funding and Grant History

The estimated Department of Public Services operating budget for the 2017-2018 fiscal year is \$3,200,1600. The various funds below describe the actual, adopted, and planned budget information for revenues and expenditures during the fiscal years between 2015/16 to 2018/19 (Table 2 and Table 3). Community Activities, Parks and Recreation Property/Programs, and the Ice Arena are funded by the general fund account. The two golf courses listed below are enterprise funds.

Primary funding for the maintenance and programming of Birmingham's recreation facilities comes almost entirely from sub-accounts of the City's general fund. Alternative funding sources and revenues include bonds, passes and registration fees, and donations from individuals / private organizations. Businesses, corporations, private clubs, community organizations, and individuals will at times, contribute to recreation and other improvement programs to benefit the City.

Table 2: Recreation Revenue (Fiscal Year 2015-2019)

Division Detail	2015-2016 Actual	2016-2017 Budget	2017-2018 Approved	2018-2019 Planned
Parks and Recreation	114,046	113,500	117,000	117,000
Community Activities	18,097	18,800	19,790	20,880
Ice Sports arena	512,045	518,400	499,900	500,900
*Lincoln Hills Golf Course	737,604	666,230	694,790	706,330
*Springdale Golf Course	446,731	504,770	522,020	503,050
Total:	1,828,523	1,821,700	1,853,500	1,848,160

* Enterprise Fund

Source: City of Birmingham Adopted 2017-2018 Budget, 2017

Table 3: Recreation Expenditures (Fiscal Year 2015-2019)

Division Detail	2015-2016 Actual	2016-2017 Budget	2017-2018 Approved	2018-2019 Planned
Parks and Recreation	863,326	1,054,358	1,047,630	1,002,650
Community Activities	273,436	299,544	271,220	278,860
Ice Sports arena	592,835	681,184	672,110	667,750
*Lincoln Hills Golf Course	538,086	566,750	687,180	686,350
*Springdale Golf Course	439,680	504,770	522,020	500,120
Total:	2,707,363	3,106,606	3,200,160	3,135,730

* Enterprise Fund

Source: City of Birmingham Adopted 2017-2018 Budget, 2017



Parks and Recreation

This activity provides for park maintenance and recreation programming of park facilities, excluding the golf courses. Maintenance is provided for over 230 acres of parks and public properties, including passive-recreation areas along the Rouge Trail, in Manor Park and at similar locations.

Recreation facilities maintained under this activity include: 16 asphalt-surfaced tennis courts; five Little League baseball diamonds; one baseball diamond and three softball diamonds; a developed picnic area and shelter at Springdale Park; 22 park areas of various sizes and stages of development; a six-acre nature preserve at Manor Park; several miles of river trails; the 14-acre Quarton Lake; the winter-sports area at Lincoln Hills; a skate park located at Kenning Park; and a .85-acre dog park located at the Lincoln Hills Golf Course, which opened in November of 2010.

This activity provides funds for the maintenance of approximately 13,000 trees in City parks and on other City properties (excluding trees within the street rights-of-way, which are maintained under another fund). Tree and stump removal, tree trimming and tree planting in City parks are also included in this activity. The department utilizes both staff and outside contractors for services such as forestry, lawn care and property maintenance.



Community Activities

This line item includes expenditures incurred by the Department of Public Services in connection with the Village Fair; art shows in Shain Park and in the Central Business District (CBD) sponsored by the Birmingham-Bloomfield Art Center and Common Ground; placement of United States flags in the CBD on seven occasions during the year; the winter holiday-decoration program; and preparatory and clean-up work involved in other civic and Chamber of Commerce and Principal Shopping District activities, including: the "Cruise Event", "Winter Market" and "Day on the Town." Of particular note and pride is that the department decorates over 340 trees with LED lights as part of the Holiday Lighting program. Approximately 220 United States flags are placed on the streets in the CBD on the occasions listed below. Flags may be placed on the streets during other commemorations as directed by the City.

- Commission Government Day (Monday of Celebration Birmingham Week)
- Memorial Day
- Flag Day
- Fourth of July
- Citizenship Day of Constitution Week
- Veterans Day
- 9/11 Day

ICE SPORTS ARENA

The City of Birmingham operates and maintains this facility, open from mid-August until late-May. The schedule includes a variety of activities that include: instructional skating program to teach both figure skating and hockey elements; youth and adult hockey; home ice to the Birmingham United High School hockey teams for all home games and open skating and club activities such as the Birmingham Figure Skating Club and Birmingham Hockey Association. In addition, the Birmingham Ice Sports Arena provides skate rentals, skate sharpening and a full-service concession stand.

The budget assumes a continuation of ice use of the arena for a 35-week period, which includes an annual ice show. In addition, Parks and Recreation operation is housed year-round in the facility office. During the summer of 2016, the Birmingham Ice Sports Arena hosted three Mom to Mom Sales and will again host Mom to Mom Sales during the 2016/2017 and 2017/2018 fiscal years. In the past, off-season summer activities have included dog shows, garage sales, pickle ball and roller blading. The City continues to explore opportunities to offer rentals during the summer months (June 1st – July 31st) including ways of partnering with other community groups to best utilize the Arena facility. In addition, the Arena hosts various events and hockey tournaments.

LINCOLN HILLS GOLF COURSE

Lincoln Hills, located at 2666 West Fourteen Mile Road, is one of two municipal golf courses owned by the City of Birmingham. With its unique elevation changes, tree-lined fairways and alternative tee boxes, it makes for a very challenging round of golf. The golf course total yardage is just over 3,000 yards and plays to a par 35.

Lincoln Hills, a Jerry Matthews design, opened in 1964 and offers a clubhouse overlooking the course that was recently renovated in 2010. City staff operates the clubhouse and maintains the golf course and grounds. The operation is overseen by the Golf Operations Manager. The clubhouse staff is comprised of seasonal staff that provide a variety of services, including tee-time reservations, collecting green fees, renting golf cars, selling food and beverage items, and running club and outside golf tournaments. The maintenance staff, which includes full-time and seasonal employees, maintains the golf courses.





SPRINGDALE GOLF COURSE

Springdale, a Jerry Matthews design, dates back to the 1920's and it is the older of the two nine-hole golf courses. The golf course and Springdale Park encompass approximately 55 acres.

Since 2001, Springdale has gone through many changes, including the remodeling of the golf course (2001) which included: adding or rebuilding 26 sand bunkers; different teeing locations on each hole; three new putting greens; a pond; and additional mounding around the golf course. A stream bank restoration project was also completed in 2001. This helped to prevent erosion along the banks of the Rouge River. In the fall of 2006, a new pump house and pump station were installed to improve the irrigation system.

City staff operates the clubhouse and maintains the golf course. The operation is overseen by the Golf Operations Manager. The clubhouse staff is comprised of seasonal staff that provide a variety of services, including tee-time reservations, collecting green fees, renting golf cars, selling food and beverage items, and running club and outside tournaments. The maintenance staff, which includes full-time and seasonal employees, maintains the golf courses.

In 2016, the golf course added new sand to all bunkers with an addition of a new forward tee on #3. The parking lot is scheduled to be resurfaced in 2017 along with new tee signs and irrigation upgrades.

Parks and Recreation Bonds

In November 2001, City voters authorized the City of Birmingham to issue general-obligation unlimited tax bonds in an amount not to exceed \$25 million. The bonds could be sold in one or more issues. The proceeds from the bond sales were used to implement the Recreation 2000-2005 Master Plan. The Master Plan outlined the City's long-range goals for the acquisition and/or enhancement of parkland and recreational facilities. The first bond issue in the amount of \$15.7 million was sold in December 2002. A second bond issue in the amount of \$4 million was sold in June 2008.

Completed park improvement projects using the bond funding include the purchase of the Barnum building and land; the dredging and recreational improvements at Quarton Lake; Quarton Dam and Spillway improvements; construction of a skate park; purchase of the Dewey and Roeper properties; various site improvements at the Birmingham Museum; and improvements at Booth Park and Barnum Park. Improvements at Shain Park are also complete. Park bond funds in the amount of \$3 million were used for these improvements.

In 2006, the City issued refunding bonds totaling \$7,940,000 to refinance \$8.3M of the 2002 recreation bond series. In 2016, the City issued refunding bonds totaling \$14,375,000 to refinance the remaining 2006 refunding bonds, most of the remaining 2008 recreation bond series, and the remaining 2004 sewer improvement refunding bonds. Out of the \$14,375,000 in refunding bonds, \$10,360,000 was related to refinancing the 2006 and 2008 recreation bond series. The 2016 refunding bonds are serial bonds due in varying annual installments through October 2028. The bonds bear interest rates ranging from 2%-5%. The remaining 2008 recreation bonds mature on October 2018 with an interest rate of 3.6%. Property taxes generated from a debt levy are used to pay the annual debt service costs of these bonds.

Grant History

When preparing a Recreation Plan, the Michigan Department of Natural Resources requires that information be provided concerning grants that have been received in the past for acquisition or development of recreation facilities. As of December 2017, the City of Birmingham has not received any grant funding from the Michigan Natural Resources Trust Fund (MNRTF) nor the Land and Water Conservation Fund (LWCF). The City of Birmingham has received grants from other sources not associated with the Michigan Department of Natural Resources.

Related Initiatives

There are several related planning initiatives that are significant in terms of their relevance to the provision of recreation within the City of Birmingham. Each initiative is described in further detail in Table 4:

Table 4: City of Birmingham Planning Initiatives

City of Birmingham Parks and Recreation Initiatives		
INITIATIVE	SUMMARY	PARKS AND RECREATION IMPLICATION
Poppleton Park Concept Plan (2016)	In 2016, the City prepared a concept plan which was endorsed by the Parks and Recreation Board and received by the City Commission.	The Department of Public Services is in the process of requesting funding, applying for grants, and soliciting donations for the implementation of the Concept Plan.
Adams Park Concept Plan (2016)	The Adams Park Concept Plan presents proposed phasing and development plans for renovations to the park. The Adams Park Concept Plan was endorsed by the Parks and Recreation Board in August 2016 and received by the City Commission in October 2016.	The Department of Public Services is in the process of requesting funding, applying for grants, and soliciting donations for the implementation of the Concept Plan.
Kenning Park Concept Plan (2014)	In 2014, the City prepared a concept plan which included ball field expansion and improvements. The Plan was endorsed by the Parks and Recreation Board and approved by the City Commission.	The Department of Public Services is currently in the process of seeking partnerships to assist in the implementation of selected elements of the concept plan.
Booth Park Phase III Concept Plan (2007)	In 2007, residents and business owners throughout the community participated in the development of a Booth Park Concept Plan which identified three improvement phases.	DPS has already implemented Phase I and Phase II of the Booth Park Concept Plan. In the next five years, the City anticipates implementing Phase III of the plan which includes the development of the entrance plaza.
Barnum Park Phase II Concept Plan (2012)	The Barnum Park Phase II Concept Plan was developed in 2012. The Concept Plan calls for the construction of four shade structures and various landscape improvements.	Landscape improvements and the installation of two of the proposed four shade structures were completed in 2013. In the next five years, the City anticipates the installation of the final elements of the Barnum Park Phase II Concept Plan.
The Rouge River Trail Corridor Master Plan (2006)	The Rouge River Trail Corridor Master Plan identifies specific goals, trail improvements, concerns and desires for the River Rouge Trail Corridor as expressed by residents, City Commission, and Parks and Recreation Board.	The Rouge River Trail Corridor Master Plan has served as a guide map for the development of the trail system in Birmingham. The DPS is actively implementing trail connections and improvements identified in this plan.

**The City and Parks and Recreation Board are exploring partnership opportunities with Birmingham Little League to assist in the implementation of the Kenning Park Concept Plan. Birmingham Little League has proposed modifying the Kenning Park Concept Plan by removing one of the three proposed ball fields.*

Other City of Birmingham Initiatives

INITIATIVE	SUMMARY	PARKS AND RECREATION IMPLICATION
Birmingham Museum Historical Landscape Master Plan (expected 2018)	The Birmingham Museum Historical Landscape Master Plan will build off the museum's overall 2017-2020 Strategic Plan to integrate the museum's mission and priorities, with particular emphasis on the preservation and interpretation of historic elements in the landscape.	The Birmingham Museum is an important element in the Parks system. Recommendations developed in the Master Plan can present opportunities for partnership between Museum Leadership and the Department of Public Services.
Multi-Modal Transportation Plan (2017-2018)	The City of Birmingham is in the process of developing a citywide multi-modal transportation plan. The plan will be used by the City to improve and expand opportunities for pedestrians, bicycles and transit users to respond to the growing demand for alternative forms of travel and to promote safe and comfortable transportation options.	The Multi-Modal Transportation Plan will plan for safe walking, biking, and transit connections to City of Birmingham Parks. The desire for better multi-modal connections was one of the most frequently heard needs from the public engagement process of the Parks and Recreation Plan.
Eton Road Corridor Plan (2013)	This plan addresses development along the Eton Road Corridor. It specifically encourages a mixed used corridor with a mix of commercial, service, light industrial, and residential uses.	The Eton Road Corridor Plan calls for the development of a linear park along the CN Railroad corridor. The linear park could significantly improve park access in the rail district.
Activating Urban Space: A Strategy for Alleys and Passages (2012)	This study identifies alleys and passages in and around Downtown Birmingham, and seeks to provide a framework to classify alleys and passages into different categories based on their existing uses and to outline options to capitalize on opportunities for aesthetic improvement and activation of these spaces.	The recommendations in this plan encourage the enhancement of the urban realm by improving pedestrian and bicycle connectivity and better engagement opportunities within alleys. Improved multi-modal access is important to park system and the space created in alleys offer the opportunity for innovative recreation partnerships between DPS, the Planning Department, and the Birmingham Shopping District.
Triangle District Urban Design Plan (2007)	This plan sets forth a new vision for the Triangle District as a vibrant, mixed-use neighborhood of homes, shops, restaurants, offices and public plazas and identifies guidelines, and recommendations to achieve this vision.	The plan identifies opportunities for integrating public plazas and opens space as part of any redevelopment within the district. These public plazas and open spaces will complement the parks system.
Wayfinding & Signage Design Program (2004)	This plan is designed to establish a vision and long-range set of general guidelines for the community's current and future signage needs. The document serves as a blueprint for addressing the signage system as it relates to way-finding around the City and identification of points of interest.	Wayfinding and signage are important elements of the park system. Wayfinding to parks increase residents' knowledge of the system and signage within the parks improves the enjoyment of amenities provided.
Downtown Birmingham 2016: Master Plan (1996)	The Downtown Birmingham 2016 master plan a strategic document for the development of Birmingham for over 20 years. The plan made recommendations establishing the development of a City with a downtown instead of the conventional suburban design. Some topics discussed include: streetscaping, traffic circulation, and overlay zones.	The plan included ten park improvements; a civic square expansion; a traffic-calming boulevard; and specified an entirely new streetscape plan including lighting, benches, and paving. The recommendations in the plan has helped Birmingham develop as economically successful community and as one of the most walkable cities in Southeast Michigan.

Regional Initiatives

INITIATIVE	SUMMARY	PARKS AND RECREATION IMPLICATION
Oakland County Trails Master Plan (2003)	The Oakland County Trails Master Plan has been developed to provide a framework for creating a connected system of greenways and trails throughout Oakland County.	The non-motorized system serves a diverse range of users within the City, providing safe and well-maintained linkages to important natural, cultural and civic destinations and other points of interest.
The Rouge Green Corridor (2007)	The effort is a partnership between Oakland County, Southfield, Beverly Hills, Birmingham, the Southeast Oakland County Water Authority (SOCWA), Oakland County Office of the Drain Commissioner, Friends of the Rouge, the Oakland Land Conservancy, and concerned citizens. The partnership has worked on several projects including the Rouge Green Corridor Identity Project, the Urban Habitat Conservation and Stewardship Project, a Self-Guided Tour, Management Plans, Branding Package, etc.	The Rouge is a critical part of the Parks system in Birmingham. Improvements to The Rouge Green Corridor improves City of Birmingham residents' enjoyment and access to one of the region's significant natural features.



LET'S PLAN
BIRMINGHAM, MICHIGAN *Parks & Recreation*

04

Parks, Recreation, and Trails Inventory

Opportunities for recreation are available year-round in Birmingham. Twenty-six parks with over 230 acres cover more than 10% of the city's total acreage, and the school district also provides recreational facilities. Residents can play baseball, softball, and tennis, and enjoy playgrounds and picnic facilities. Two nine-hole municipal golf courses offer golf and golf lessons. The Birmingham Racquet Club features indoor courts and a waiting area. Those who enjoy winter sports can sled and cross-country ski at Birmingham's Lincoln Hills golf course. Indoor ice skating is available at the Ice Sports Arena which provides for open skating, lessons and ice hockey group and an outside temporary ice arena at Barnum Park is available to use based on the climate.

Birmingham's parks and recreational services extend beyond its residents. The City's exceptional facilities are host to a variety of private organizations and residents of neighboring communities who rely on the recreational facilities for their programming needs. Similarly, Birmingham's parks and programmed events, such as In- The-Park concert series, have become regional destinations.



City Parks and Facilities

Developing a complete inventory of recreation facilities, programs, and events is an essential component of a five-year Parks and Recreation Master Plan as it provides a base of information to use in developing the Action Plan. Understanding what facilities, programs, and events are available to the City of Birmingham residents will assist decision-making in the future.

The following inventory and the adjoining Parks and Recreation Inventory Map details the amenities currently available at each of the 26 public facilities and the facility's respective location.

The National Recreation and Park Association (NRPA) is a national, non-profit service organization dedicated to advancing parks, recreation and environmental efforts that enhance the quality of life for all people. NRPA works closely with national, state and local recreation and park agencies, corporations and citizens' groups in carrying out its objectives. As part of its activities, NRPA has created a hierarchy of park types which recognizes open space services at differing levels based on a number of characteristics including community need, park function, park location, and community size. NRPA provides a number of criteria that help communities establish a similar hierarchy for their communities, all of which are suggested but not required to be followed without modification by each community.

The City of Birmingham is 4.8 square miles large, about 3,072 acres. Of the total acreage within the City, parks, recreation, and school facilities make up 315 acres

(10.3%), with the City owning and managing only 231 (7.5%) of those acres. While the parks and recreation system in the City of Birmingham is comprehensive, the percentage of acreage owned and maintained as a park by the City is less than half of the amount that many larger cities or more suburban communities have. Therefore, the application of the categories established by NRPA (Mini, Neighborhood, Community, and Regional) have been modified to best reflect the character and use of parks and recreation facilities in the City of Birmingham.

Specifically, the City of Birmingham Department of Public Services considers the following when inventorying and classifying the parks within the its system:

- **The range of park sizes within the City.** Birmingham has parks and recreation facilities that range from 0.2 acres to 57.13 acres. However, 11 of the City's 26 parks are less than 4 acres large and, with the exception of the golf courses, only three of the remaining parks are larger than ten acres: Quarton Lake, Kenning Park, and Poppleton Park. Due to the lack of variety in park size, specifically the City's dearth of parks larger than ten acres, the City considers park size in conjunction with a variety of factors when establishing its hierarchy of park types.
- **The relationship of the parks to one another and their location within the City.** While there may not be many large parks, the City considers the park system and each parks' location when establishing park type. For example, Booth Park and Shain Park are not large in acreage but are located near each other and in the City's downtown. Due to the parks' proximity to each other and downtown, as well as their accessibility from other neighborhoods, the spaces are able to serve a larger area.
- **Site Characteristics.** Often the City considers the specific a property's characteristics when determining the park type, including if the site has areas for passive and/or active recreation, if the site is accessible from nearby neighborhoods, and/or if the site provides a specialized activity or experience.
- **The surrounding communities.** The City of Birmingham also considers residents' access to parks and recreation facilities in nearby communities. This includes activities that augment the existing system, such as swimming, camping, hiking, dog play etc.
- **Other available spaces.** The City of Birmingham has one of the best downtown's in southeast Michigan and serves as a gathering space with plazas and areas for walking. While the downtown may not be a park, it often functions as a third place for community members.

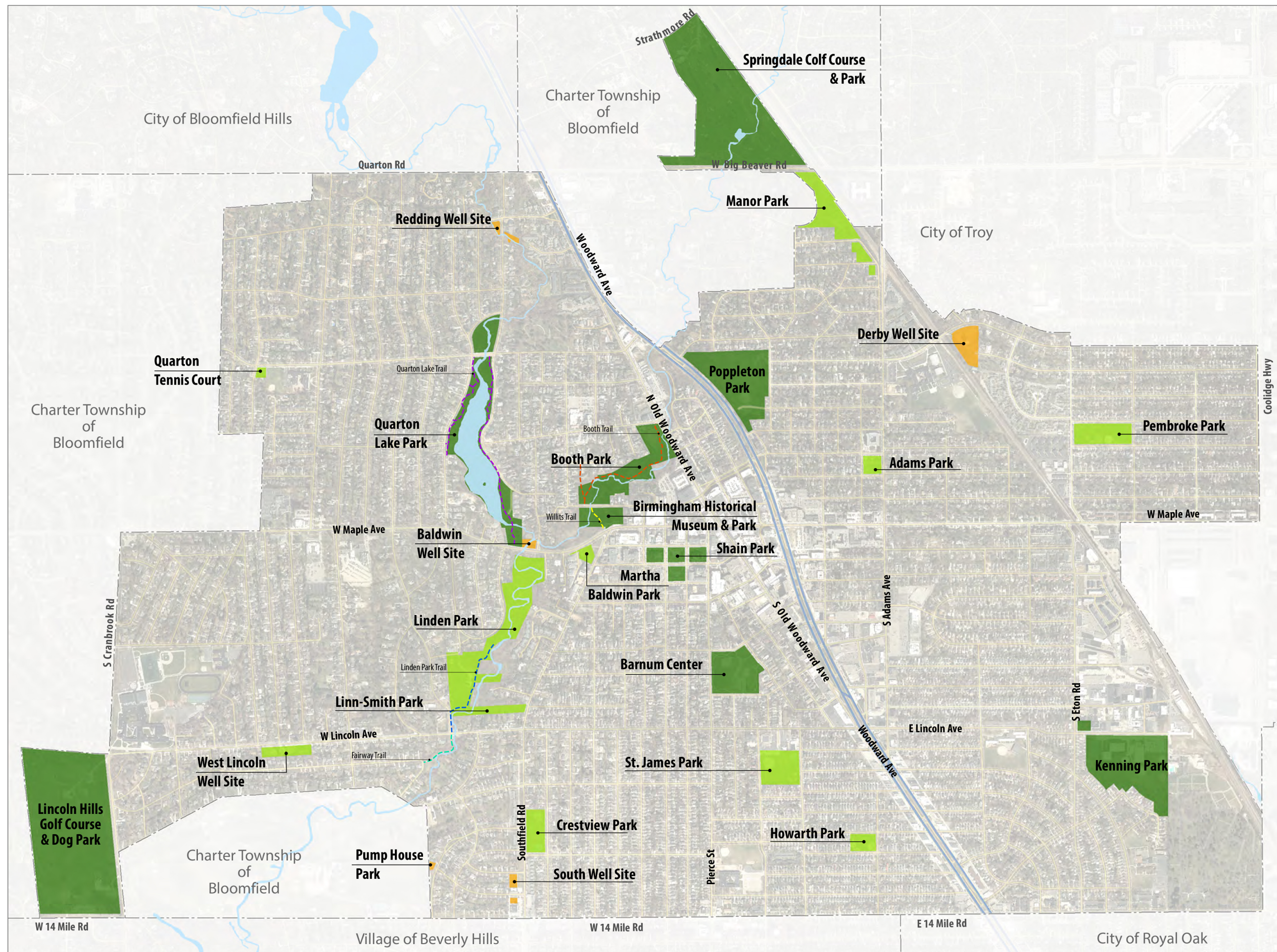
Map 2 Parks and Recreation Inventory

Birmingham . Michigan

October 30, 2017

LEGEND

- Mini Parks
- Neighborhood Parks
- Community Parks
- Waterbodies
- Municipal Boundary



0 1,000 2,000
FEET



Data Source: Oakland County GIS, 2016
Aerial Data, SEMCOG, 2015

Mini Parks

Mini parks are categorized as small, specialized parks that usually serve the needs of residents in the immediate neighborhood. These parks usually serve a limited population or specific demographic group. For detailed information about accessibility rankings, see page 51.

Baldwin Well Site	ACCESSIBILITY RANKING 4	ACREAGE 0.55	CLASSIFICATION Mini Park
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Baldwin Well Site is located at the corner of Baldwin and West Maple. No amenities are located at this site.

Derby Well Site	ACCESSIBILITY RANKING 4	ACREAGE 3.57	CLASSIFICATION Mini Park
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The Derby Well Site, located on the northeast side of the city adjacent to the railroad along Derby Road, contains no recreational amenities



Pump House Park	ACCESSIBILITY RANKING 4	ACREAGE 0.2	CLASSIFICATION Mini Park
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The Pump House Park is located in the southwest portion of the city at Wakefield and Norfolk. There is some small play equipment located at this site.

Redding Well Site	ACCESSIBILITY RANKING 4	ACREAGE 0.38	CLASSIFICATION Mini Park
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Redding Well Site is located at the corner of Lakeside Drive and Redding in the northwest portion of the city. No amenities are located at this site

South Well Site	ACCESSIBILITY RANKING 4	ACREAGE 0..64	CLASSIFICATION Mini Park
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The South Well Site, which is broken into two small vacant parcels, is located at Southfield and Southlawn in the southwestern portion of the city.

Neighborhood Parks

Neighborhood parks are typically multi-purpose facilities that serve as the recreational and social focus of a neighborhood. They provide areas for both passive and active recreation activities such as field games, court games, playgrounds, picnicking, etc. Neighborhood parks are generally serve residents within one-half mile.

Adams Park	ACCESSIBILITY RANKING 4	ACREAGE 1.45	CLASSIFICATION Neighborhood Park
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Adams Park is located directly adjacent to Roeper School. In 2006, the City of Birmingham acquired the park property adjacent to the Roeper School. As part of the purchase agreement, the city is responsible for the maintenance, lawn care and snow removal; and the property must be used as a public park so long as the school is operated adjacent to the park. In addition, Roeper will utilize the park during the school year for activities currently undertaken by the school on the grounds. Amenities include a soccer field, open space, and a play area.

In 2016, the Adams Parks Concept Plan was endorsed by the Parks and Recreation Board and received by the City Commission.

Crestview Park	ACCESSIBILITY RANKING 4	ACREAGE 3.58	CLASSIFICATION Neighborhood Park
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Crestview Park is located near the southern border of Birmingham, north of Southlawn between Southfield and Shipman Roads. Crestview Park contains open space for soccer, two tennis courts, and playground equipment including swings, climbers and a play structure. There are also benches, waste receptacles, and a drinking fountain within the park.

Howarth Park	ACCESSIBILITY RANKING 4	ACREAGE 1.98	CLASSIFICATION Neighborhood Park
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Howarth Park is located at the intersection of Cummings and Emmons Roads in the southern portion of the city. The park consists of open space, a baseball field, drinking fountain, benches, signage, ADA accessible path to access the park, and play equipment with a woodchip surfacing. The play equipment includes swings, a climber and a play structure. In 2005, the Birmingham Rotary Club was recognized by the Michigan Recreation and Parks Association with a community service award for their donation and improvements to Howarth Park. Improvements included a park bench, drinking fountain, and planting of new trees.

Linden Park	ACCESSIBILITY RANKING 4	ACREAGE 7.37	CLASSIFICATION Neighborhood Park
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Linden Park is accessed at the intersection of Linden and Brandon, north of Lincoln Road. The park is nestled between residential properties and the Rouge River. The park is predominately open space with a play structure and woodchip surfacing near Brandon Street. A storm-water treatment control station with a gravel access road is also located on the east side of the park, adjacent to the Rouge River. There is access to a Rouge River woodchip trail along the Rouge River via Hawthorne Road. Future expansion of the Rouge trail will connect the play structure and provide trail access from Brandon and Shirley.

Linn Smith Park	ACCESSIBILITY RANKING 3	ACREAGE 2.04	CLASSIFICATION Neighborhood Park
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Linn-Smith Park is a small, linear shaped park on the east side of the Rouge River. The park consists entirely of open space and is located between the Rouge River and Southfield Road. An entry plaza along Southfield Road and a boardwalk located near the proposed bridge will connect Linn-Smith Park with Linden Park with the trail system.

Manor Park	ACCESSIBILITY RANKING 3	ACREAGE 8.47	CLASSIFICATION Neighborhood Park
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Manor Park is an undeveloped nature preserve used for passive recreation. The parkland is located off Adams Road in the northern portion of the city, south of Big Beaver Road and adjacent to the Canadian National Railroad. The park is open during daylight hours and contains a variety of hardwood, ornamental and coniferous trees. The park is bordered by a split rail fence along Shepardsbush with a gravel off-street parking area. Manor Park has a short chipped trail.

Martha Baldwin Park	ACCESSIBILITY RANKING 4	ACREAGE 0.99	CLASSIFICATION Neighborhood Park
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The Martha Baldwin Park is located on the west side of Southfield Road at the intersection of Southfield and Maple Roads. The park consists of open space, mature trees, and a water garden. There is a bench and steps leading into the park from Maple.

The park is named after Martha Baldwin who donated the land to the City in 1913. Martha Baldwin, a native of Birmingham, teacher, and elected official significantly contributed to the development of the City. A four-member board ensures that the wishes and memory Martha Baldwin are preserved at her namesake park.

Pembroke Park	ACCESSIBILITY RANKING 4	ACREAGE 5.3	CLASSIFICATION Neighborhood Park
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Pembroke Park comprises one block on the east side of Birmingham between Eton, Edenborough, Windemere and Buckingham. The park includes open space and several pieces of playground equipment including swings, slides, climbers, sandboxes, play-structures and rockers installed over a woodchip base. The park also contains a Little League baseball field, picnic tables, two tennis courts, a soccer area, a hard surface basketball area, drinking fountain, and signage.



Quarton Tennis Court	ACCESSIBILITY RANKING 4	ACREAGE 0.43	CLASSIFICATION Neighborhood Park
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Quarton Tennis Courts are located at the corner of Oak at Glenhurst. The site includes two tennis courts, one trash receptacle and one drinking fountain.

St. James Park	ACCESSIBILITY RANKING 4	ACREAGE 5.98	CLASSIFICATION Neighborhood Park
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St. James Park is located in the southern portion of the city, south of Lincoln and directly south of the Birmingham YMCA. St. James Park contains open space which is used for a soccer area during the summer months. The park also has the city's only regulation-size baseball diamond in addition to two tennis courts, and several pieces of ADA- compliant play equipment installed over a woodchip surface. Also, the park contains a hard surface basketball area, benches and trash containers located in the proximity of the play equipment.

The City of Birmingham has discussed partnership opportunities as it relates to St. James Park, specifically with the YMCA.



W. Lincoln Well Site	ACCESSIBILITY RANKING 3	ACREAGE 2.24	CLASSIFICATION Neighborhood Park
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The Lincoln Well Site is located on the south side of Lincoln Road at Westchester Way. The park contains open space, two tennis courts and play equipment including swings, slides, sandbox and rockers.

Community Parks

Community parks typically contain a wide variety of recreation facilities to meet the diverse needs of residents from the community. Community parks may include areas for intense active recreation as well as passive recreation opportunities not commonly found in mini or neighborhood parks. Community parks generally serve residents within a three-mile radius. Community parks also include smaller parks that are more specialized in nature and are meant to serve the entire community.

Birmingham Museum (Formerly Birmingham Historical Museum & Park)	ACCESSIBILITY RANKING 3	ACREAGE 2.83	CLASSIFICATION Community Park
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The Birmingham Museum is located in the City's Mill Pond Historic District at the corner of Maple and Southfield Roads in downtown Birmingham. In 1969, voters approved a bond to purchase the historic 1928 Allen House and surrounding land adjacent to the Rouge River. Shortly thereafter, the 1822 John West Hunter House was donated to the city and relocated to the property next to the Allen House. In 2001, the Birmingham Museum (formerly Birmingham Historical Museum & Park) was established at the site to preserve and interpret Birmingham's unique story. The museum is operated by the City with a seven-member Museum Board functioning in an advisory role. Partial funding is provided by an endowment. The park and historic buildings are maintained by the city. The Birmingham Museum recently updated its overall strategic plan for 2017-2020, and is in the process of updating its historic landscape master plan for 2018 with an emphasis on preserving and interpreting the historic elements of the landscape.

Barnum Park	ACCESSIBILITY RANKING 4	ACREAGE 9.0	CLASSIFICATION Community Park
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Barnum Park is located at Pierce and Frank and includes such features as a play structure, softball, soccer fields, a crushed stone walking path, garden sanctuary, tree-lined promenade and an outdoor ice rink.

Design work and improvements were completed in 2012. These features are the sanctuary, heart of the park, play area and overall landscape improvements. The improvements were primarily funded using donation dollars. In 2013, the City completed landscape improvements which included the installation of two of the planned four shade structures.



Booth Park	ACCESSIBILITY RANKING 4	ACREAGE 3.93	CLASSIFICATION Community Park
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Booth Park is located at the southwest intersection of Old Woodward and Harmon, north of the Rouge River branch. Its features include an expansive playscape, a labyrinth and tunnel, turf hill/amphitheater, during the winter months an area for sledding, rain garden, stabilized stream banks, native plantings, a trail connecting to the Rouge River Trail, and open green space.

The award-winning park was originally the site of the turn-of-the-century inter-urban railway system. It was later purchased by the Booth family and then donated to the City by the Cranbrook Foundation. It is now a beautiful recreational area attracting hundreds of visitors from all over southeast Michigan.

In 2007, residents and business owners throughout the community raised more than \$170,000 in private donations and also participated heavily in the planning of the park. In the span of just one week, the playscape structures were built thanks to the helping hands of hundreds of community residents.



Kenning Park	ACCESSIBILITY RANKING 4	ACREAGE 21.71	CLASSIFICATION Community Park
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Kenning Park is located in the southeast portion of the city adjacent to Lincoln Road. The site is the primary recreation complex in the community and is home to the Ice Sports Arena. Outdoor facilities at Kenning Park include three Little League baseball diamonds and one softball diamond, four tennis courts, open space and playground equipment with an ADA accessible path leading from the parking area to the playground.

In 2004, a skate park was installed on the east side of the arena. The city has also negotiated a long-term lease for the Racquet Club at Kenning Park. The contractor provides two tennis bubbles which cover six courts during the winter months. These bubbles meet the demand for year-round tennis opportunities for area residents. Inside the racquet club are locker rooms, a pro shop, and children's nursery. Adult and junior lessons, tennis leagues, club mixers, and court time for individual play are part of the 32-week indoor season.

Birmingham residents pay a reduced membership fee.

In 2014, the City prepared a concept plan which was endorsed by the Parks and Recreation Board and received by the City Commission. This plan included a partnership with the Birmingham Little League, who offered to partner in making significant improvements to the ball fields. The City and the Parks and Recreation Board continue to discuss bringing some elements of the Master Plan to fruition.



Ice Sports Arena	ACCESSIBILITY RANKING 4	ACREAGE 21.71	CLASSIFICATION Community Park
<p>The Birmingham Ice Sports Arena is located on the Kenning Park property in the southeast portion of the city. The indoor arena contains a regulation sized ice rink with bleacher seating for 920 spectators. A smaller, studio arena is used for lessons and skate parties within the complex. The arena has a contracted pro shop and is open for use August through May.</p>			
Lincoln Hills Golf Course	ACCESSIBILITY RANKING 3	ACREAGE 57.13	CLASSIFICATION Community Park
<p>The nine-hole municipal Lincoln Hills Golf Course is located in the southwest portion of the city off 14 Mile Road.</p> <p>Some of the amenities offered are: power golf cart and pull-cart rentals; lessons; rental clubs; and merchandise, food and beverage for purchase. A membership is available to Birmingham residents, Birmingham property owners, Birmingham businesses, and non-residents. Non-members may play during April and October. Lincoln Hills is also made available for winter activities including sledding and cross-country skiing.</p> <p>In fall 2010, an off-leash dog area was established at Lincoln Hills Golf Course. The city has installed fencing, signage, waste receptacles, and a dog waste bag dispenser for the designated dog park area. Resident and non-residents access the dog park through a key fob.</p> <p>In fall 2010, an off-leash dog area was re-established at Lincoln Hills Golf Course. The city has installed fencing, signage, waste receptacles, and a dog waste bag dispenser for the designated dog park area. Residents and community members access the dog park through a key fob.</p>			
			

Poppleton Park	ACCESSIBILITY RANKING 4	ACREAGE 17.21	CLASSIFICATION Community Park
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Poppleton Park comprises a significant piece of property in the northern portion of the city, east of Woodward Avenue. The park is accessed from Oxford and Rivenoak Roads, both of which are residential streets. The north end of Poppleton Park contains several pieces of play equipment including swings, climbers, sandboxes, and playscapes. There are also benches and trash containers in this area as well as considerable open space. Poppleton Park also contains a softball field with an athletic mix infield, grassy outfield, warning track, homerun fence and bleachers. A paved parking lot is located at the end of Rivenoak Road. A drinking fountain is located between the parking lot and baseball field. The park also has two tennis courts.



In 2016, the City prepared a concept plan which was endorsed by the Parks and Recreation Board and received by the City Commission.

Quarton Lake	ACCESSIBILITY RANKING 4	ACREAGE 57.13	CLASSIFICATION Community Park
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Quarton Lake, located on the city's west side, is fed by the Rouge River. The Quarton Lake Park surrounds the lake almost entirely and provides passive recreation areas for the public. In 2005, the park and lake underwent restoration which included: dredging of sediment, removal of invasive species, shoreline stabilization, creation of a fish habitat, and an assessment of the tributary stream corridor. Lake restoration activities were coordinated with improvements to the adjacent park. Park improvements included the clean-up and beautification of the historic park grounds and the extension of several pathways and parking areas to improve accessibility. Further improvements also included creating several viewing areas, installing a footbridge over the water just below the dam, adding a new fishing pier, and improving the pathway system.



Shain Park	ACCESSIBILITY RANKING 4	ACREAGE 2.26	CLASSIFICATION Community Park
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Shain Park (located on Merrill Street in downtown Birmingham) is often considered the heart of the City. The 2010 renovations include a plaza fountain with granite décor, a band shell, a new children's play area, paved Merrill Street, the relocation of the Marshall Fredericks statue, installation of a performance stage area with open lawn space for large audiences, and a reconstructed parking lot.



Springdale Park and Golf Course	ACCESSIBILITY RANKING 4	ACREAGE 45.03	CLASSIFICATION Community Park
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The Springdale Park and Golf Course, the older of the City's two golf courses, was designed by Jerry Matthews and built in the 1920s. The course is characterized as challenging and picturesque with its location along the Rouge River in the northeast corner of the City. A Par 34 with total yardage of 2,700 from the back tees will challenge weekly golfers looking to brush up on their short game and provide fun for players of all levels.

The par for men and women is 34, and the course yardage from the blue tees is 2,732 yards and 2,196 from the red tees. The clubhouse offers power carts, pull carts, food and beverage for purchase, and league play.

A membership is available to Birmingham residents, Birmingham property owners, Birmingham businesses, and non-residents.

In addition to the golf course, the site also offers Springdale Park which is a popular venue for all types of parties, family events and "get together." The park portion of the property is located at the north end of the property. There is a paved drive and parking area, large pavilion with tables and benches, ADA compliant playground equipment with woodchip surfacing, grills, a drinking fountain, and open space. Park-goers have access to the clubhouse restrooms while using the park facilities. The pavilion is available for group rentals.



Table 6: Recreation Inventory

	Acres	Accessibility Assessment	Electrical Outlets	Parking	Restrooms	Benches	Bike Racks	Trash Receptacles	Dog Park	Football Field	Skate Park	Little League Diamonds	Softball Diamond	Regulation diamond	Soccer Area	Walking Path	Tennis Courts	Ice Skating	Open Space	Play Areas	Basketball Hoop	Volleyball Court	Picnic Shelter	Picnic Tables	Grills	9-Hole Golf Course	Drinking Fountain	Sledding	Cross Country Skiing	Fishing	Meeting Space	Ice Rink	Gymnasium	Swimming Pool				
PUBLIC RECREATION FACILITIES																																						
Pump House Park	0.2	4				x		x											x	x																		
Redding Well Site	0.38	4																	x																			
Baldwin Well Site	0.55	4																	x																			
South Well Site	0.64	4																	x																			
Derby Well Site	3.67	4																	x					1														
Quarton Tennis Court	0.43	4				x		x									2										1											
Martha Baldwin Park	0.99	4				x		x											x																			
Adams Park	1.45	4				x		x							x				x	x	1																	
Howarth Park	1.98	4				x		x				1							x	x				3			2											
Linn-Smith Park	2.04	3																	x																			
West Lincoln Well Site	2.24	3		x		x		x									2		x	x				2			1											
Crestview Park	3.58	4				x		x							x		2			x				3			1											
Pembroke Park	5.3	4				x	1	x				1			x		2		x	x	x			4			2											
St. James Park	5.98	4		x		x	1	x						1	x		2		x	x	x			3			2											
Linden Park	7.37	4				x		x								x			x	x																		
Manor Park	8.47	3				x		x								x			x																			
Shain Park	2.26	4	x	x		x	x	x											x	x				x			2											
Birmingham Museum	2.83	3	x	x	x	x		x											x																			
Booth Park	3.93	4	x			x		x								x			x	x				3			1	x										
Barnum Park	9	4		x		x		x					1		x	x		x	x	x				8			2											
Poppleton Park	17.21	4		x		x		x					1				2		x	x				3			1											
Kenning Park	21.71	4		x		x		x			x	3	1		x		4		x	x				3			3											
Quarton Lake	27.03	4		x		x	4	x								x			x												x							
Springdale Park and Golf Course	45.03	4	x	x	x	x		x											x	x			x	x	x	x	1											
Lincoln Hills Golf Course	57.13	3		x	x			x	x																	x			x			x						
Ice Sports Arena	na			x	x	x		x										x													x	x						
TOTAL ACREAGE	231.4																																					
PUBLIC SCHOOL FACILITIES																																						
Quarton School	6.85		x	x	x							2			x					x	4										x		x					
Pierce School	10.9		x	x	x							x	x		x					x	2										x		x					
Derby Middle School	21.44		x	x	x									x	2						3										x		x	x				
Seaholm High School	44.54		x	x	x					x				2	x		7		x			2									x		x	x				
Midvale Center	n/a		x	x	x															x											x		x					
TOTAL ACREAGE	83.73																																					
PRIVATE SCHOOL FACILITIES																																						
Roeper School	1.52		x	x	x	x		x		x																					x							
Holy Name Catholic School	3.52		x	x		x		x																							x							
Eton Academy	4.43		x	x		x		x											x												x							
Our Shepherd Lutheran	9.17		x	x	x	x		x											x	x	2										x							
TOTAL ACREAGE	19.14																																					
PRIVATE RECREATION FACILITIES																																						
Community House	0.85		x	x		x																									x							
YMCA	1.52		x	x		x																											x	x				
Forest Hills Swim Club	1.65		x	x		x																												x				
Birmingham/Bloomfield Art Center	3.43		x	x		x																																
Birmingham Racquet Club	na																6																					
TOTAL ACREAGE	7.5																																					
TOTAL ACREAGE (ALL ABOVE)	451.94																																					

Mini Park
Neighborhood Park
Community Park

School Facilities

The City of Birmingham maintains a working relationship with the Birmingham Public School District. As is detailed in the next chapter, the school district provides much of the recreation programming through the Community Education Program. The city and schools maintain communication for use of city and school facilities with an informal policy for scheduling.

PUBLIC SCHOOL FACILITIES

A total of five public school properties were inventoried for available recreation facilities. While school facilities are not accessible at all times and are not maintained or upgraded by the City of Birmingham, they do play an important role in the provision of recreation opportunities and facilities to residents.

Derby Middle School:

Derby Middle School is located in the northeast portion of the city between Adams Road and the Canadian National Railroad. The school is located on a large piece of property which includes a practice football field, two soccer fields, a regulation-size baseball field and a football field with goal posts. The school site also has three basketball hoops and a partial asphalt path leading past the baseball field near the railroad tracks. The school also has an indoor pool.

Midvale Center:

The Midvale Center is located adjacent to the Seaholm High School property along Midvale Street. The center includes the Birmingham Area Senior Group (NEXT) and the BPS Early Childhood Center. There are swings, a play structure, tot lot structure and baseball field on the west side of the Center.

Pierce Elementary School:

Pierce School is located near the southern border of the city, east of Pierce Road. The site contains two basketball hoops, a baseball field, two soccer field, and play equipment including swings, three play structures, climbers, etc.

Quarton Elementary School:

The Quarton Elementary School is located near the western border of the city, off Oak Street. The school property includes a practice soccer field, baseball fields, four basketball hoops, and play equipment including swings, climbers and two play structures. On a city-owned parcel adjacent to the school sits two tennis courts, a bench, trash receptacle and a drinking fountain.

Seaholm High School:

Birmingham Seaholm High School is located on the western edge of the city, north of Lincoln Road. The high school property includes seven tennis courts and a football/soccer stadium with lights, a press box, scoreboard and bleachers, a baseball and softball field with bleachers as well as open areas for practice fields. The high school has an indoor pool, outdoor track and a climbing high rope course. The property is also the location of the Birmingham Community Education Department.





PRIVATE SCHOOL FACILITIES

There are four private schools within the city boundaries including:

Eton Academy:

Eton Academy is located in the southeast portion of the city, adjacent to Melton Road, south of Kenning Park. The Academy has one soccer field, benches and a small open area with swings and a playscape.

Holy Name Catholic School:

Holy Name Catholic School is located north of Harmon Street, west of Old Woodward Avenue. The school has a small playscape.

Our Shepherd Lutheran:

Our Shepherd Lutheran School is located in the southeast portion of the city, south of Lincoln Street. The property includes a practice softball diamond, a soccer field, indoor gym, open space and play equipment.

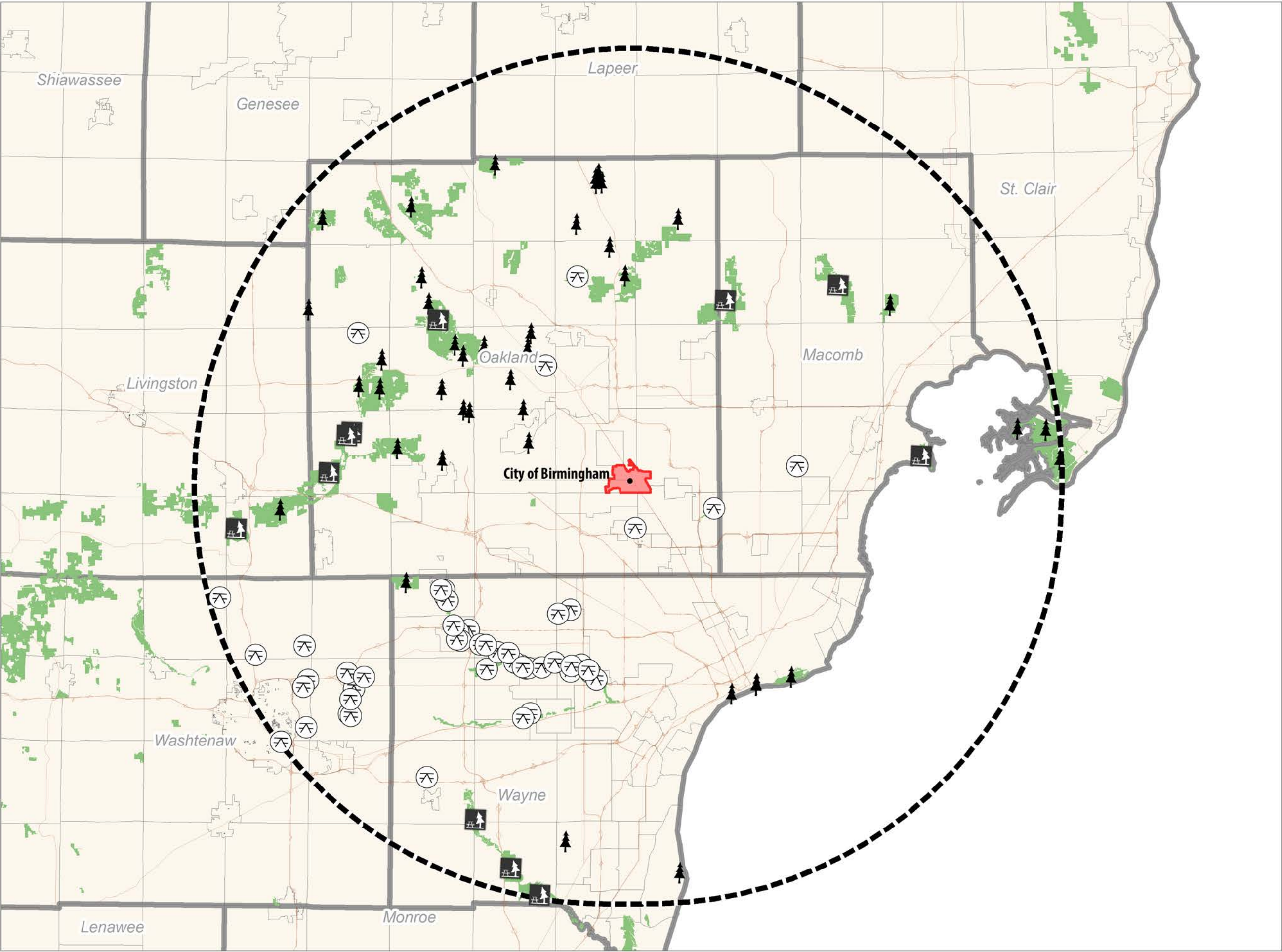
Roeper School:

Roeper School is located in the northeast portion of the city, north of Maple Road. The school is adjacent to Adams Park. The property includes a soccer field, basketball courts, open space, and a play area.



Regional Parks and Facilities

Regional parks offer unique natural features that are particularly suited for outdoor recreation, such as viewing and studying nature, fishing, boating, hiking, and trail use. Many also include active play areas such as ball field or courts. While these parks are not used for formal programming by the City of Birmingham, they provide active and passive recreational opportunities to the residents of the community. Regional facilities are provided by the Michigan Department of Natural Resources, the Huron Clinton Metropolitan Authority, and Oakland County Parks System. The regional parks located within close proximity (30 miles) of the City are shown on Map 3- Regional Parks and Facilities. While the following describes the nearly 6,000 acres of natural landscapes and outdoor recreation provided through the Oakland County Parks System.



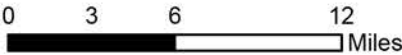
Map 3
Regional Parks
and Facilities
Birmingham . Michigan

October 30, 2017

LEGEND

Regional Parks

-  Huron Clinton Metropolitan Authority
-  State Park
-  County Parks
-  30 mile radius



Data Source: SEMCOG, 2017

Addison Oaks:

Addison Oaks is a scenic 1,139-acre park in northeast Oakland County with two lakes and spring-fed ponds.

Catalpa Oaks:

Catalpa Oaks' nearly 24 acres of open space is nestled in Southfield, just west of Greenfield Road. The park currently features six soccer fields, a baseball diamond and softball field. Fields are reserved by permit.

Glen Oaks:

The Glen Oaks Golf Course features an 18-hole, Par 70 course with challenging Par 3 holes crossing streams, with rolling terrain. The 122-acre course includes a 1920's English-style stone clubhouse designated as a Michigan Historical Building serves as a beautiful setting for banquets, weddings and golf outings (food service provided by Oak Management). There's also a formal garden ideal for outdoor weddings.

Groveland Oaks:

Groveland Oaks County Park is a summer family favorite, with picnicking, swimming and family camping on 362 acres near Holly.

Highland Oaks:

Highland Oaks offers 302 acres of picturesque rolling hills, wetlands and old pastures. Located within the headwaters of the Shiawassee River, Highland Oaks preserves sensitive habitat while providing recreational experiences in a natural setting.

Independence Oaks:

Enjoy year-round recreation in this naturally-maintained 1,285-acre park near Clarkston.

Lyon Oaks:

Lyon Oaks in Wixom preserves 800 acres of environmentally sensitive wetlands within a 1,041-acre park. The park features a 13-acre, fenced dog park.

Orion Oaks:

Orion Oaks County Park preserves more than 916 acres of environmentally-sensitive green space.

Red Oaks:

At this 163-acre park built on the Red Run Drain, golfers, dog lovers and sports enthusiasts will find clean, safe facilities and opportunities to enjoy the outdoors with family and friends.

Rose Oaks:

Rose Oaks Park preserves 640 acres of gently rolling open meadows and wooded uplands, including approximately 200 acres of valuable wetlands and frontage on several glacial lakes within the site.





Springfield Oaks:

Springfield Oaks County Park's 332 acres is home to the annual Oakland County Fair, the historic Ellis Barn, the Springfield Oaks Golf Course and a Community Service Garden.

Waterford Oaks:

Waterford Oaks is a 185-acre park near Pontiac, headquarters of the Oakland County Parks and Recreation Commission.

White Lake Oaks:

White Lake Oaks is a scenic 18-hole, par 70 course. The 197-acre course is a well-manicured, player-friendly layout with front nine open and back nine tight, featuring wetlands and woodlands. The new clubhouse features a pro shop, club room, garden patio, and banquet facilities for groups up to 200.

Barrier Free Accessibility

The passage of the American Disabilities Act of 1990 (ADA) requires all areas of public service, including parks and other recreation facilities, to have barrier-free accessibility. An evaluation of the City of Birmingham's parks and recreation facilities has been conducted as part of the inventory. In accordance with the Michigan Department of Natural Resources (MDNR) standards, facilities were evaluated to determine if a person with any of the following criteria can safely and independently access and use the park or facility:

- Has limited sight or is blind
- Uses a wheelchair
- Has a hearing impairment or is deaf
- Uses a walking aid
- Has a mental impairment

A five-point evaluation system was used to rank each facility's accessibility. The system is described below and the accessibility rankings can be found in the Inventory Tables starting on page 31.

- 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 easily 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 be completely barrier-free.*
- Level 4.** *The park is completely accessible to people with a broad range of physical disabilities. Parking areas and pathways area paved, and most of the facilities such as play equipment or picnic areas area 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.*

INCLUSIVE PLAY

For children with and without disabilities, the community playground can facilitate a positive environment for physical activity and inclusion.

The ADA Accessibility Guidelines (ADAAG), signed into law in 2010, detail enforceable standards for physical accessibility. However, these standards do not include elements designed for children with Down syndrome, sensory disorders, and visual and hearing impairments.

New attention has been focused on inclusive playgrounds and universal design that can serve a diverse population, including children with physical, cognitive, emotional and sensory disabilities.

The following elements are considered essential activities for inclusive play:

- Sensory play
- Music
- Swinging
- Spinning
- Sliding
- Socialization/imaginative
- Safety, comfort and access

Sources: United States Access Board, Landscape Structures;
InclusivePlaygrounds.org





INTERACTIVE PLAY – SPLASH PADS

Splash pads or spray parks have made a big splash as a common replacement for aging swimming pools or alternative aquatic amenity, particularly because they still provide the community with aquatic experiences without the high operating costs of traditional pools. Spray parks do not require high levels of staffing, require only minimal maintenance and offer a low-cost alternative to a swimming pool. They typically appeal to kids 2–12 year olds and can be a stand-alone facility in a community park or incorporated inside a family aquatic center.

- Splash pads tend to serve as a regional amenity, with some cities reporting over 10,000 visitors at parks from Memorial Day through Labor Day. Cities can choose to charge an admission fee for residents and/or nonresidents to control crowds and ensure enough revenue to fund maintenance and staffing.
- The location of a splash pad is important. Cities should analyze several potential locations for visibility, parking capacity, screening from neighbors and accessibility for the public.

Source: National Recreation and Parks Association (NRPA) Aquatic Trends, 2016



Quasi-Public and Private Recreation Facilities

Recreation facilities which are not owned or operated by the City of Birmingham or the Public School District were also inventoried due to their relevance in the provision of recreational opportunities to Birmingham residents.

Birmingham/Bloomfield Art Center: The Birmingham/Bloomfield Art Center is located in the southwest portion of the city, west of Cranbrook Road, adjacent to the Lincoln Hills Golf Course. The non-profit Art Center offers over 500 high-quality art classes and workshops annually for students of all ages and abilities. The Center also holds a children's art camp, changing exhibitions and competitions, works of fine art for purchase or rental and a student pottery sale. The annual Birmingham Fine Arts Festival is held each year in May. A Gallery Shop is located in the Center, providing an opportunity to purchase high quality fine works of art by regional and national artists.

First United Methodist Church: The Christian Life Center, located on Maple, west of Southfield. The center offers a wide range of physical, social and spiritual enrichment activities that can be integrated through recreation, education and fellowship and serves all ages.

Park, is a private swim club in Birmingham that is open from Memorial Day to Labor Day.

The Community House: On January 5, 1921, a small group of women officially committed themselves to the concept that "a house big enough for dances, mass raise funds to establish such a center. In April 1923, they rented a small house on the corner of Bates and Maple, officially establishing the first Community House.

When the community recognized the need for a larger establishment, a campaign was initiated and on April 28, 1930, The Community House on Bates Street opened to the public. The original structure covered the area from Townsend Street on the south to the middle of the block, where the center chimney is now, on the north. The rest of the building (from the center chimney to Merrill Street) was added in October 1990.

In its more than 90 years of existence, and in spite of overwhelming changes in our society, The Community House has stayed true to its mission of building a strong community. People of all ages and interests continue to be served by the many and varied programs and services offered by The Community House.

Birmingham Family YMCA: The Birmingham YMCA is located adjacent to Lincoln Road, west of Woodward and directly north of St. James Park. The YMCA offers classes, programs and activities for all ages, that are detailed in the 'programs' portion of this chapter. The YMCA has gymnasiums, swimming pools, weight rooms, exercise rooms and a variety of individual meeting rooms.

Programming

An understanding of the programs and events which are currently offered by the City of Birmingham as well as programs offered by other entities within the city will help identify programming needs and avoid the duplication of services.

Birmingham Next (formerly Birmingham Area Seniors Coordinating Council and Center): Birmingham Next is a non-profit tax-exempt organization providing services to persons 55 and older in the Birmingham School District and surrounding communities. The Senior Center is located within the Midvale Center with membership costs varying. Next offers such services as activities and travel programs, meal programs, medical equipment for loan, housing information, support groups, transportation and information and referrals. Next publishes a newsletter highlighting activities, classes, information and opportunities such as new tax laws, holiday parties, computer classes, aerobics, golf and bowling leagues, card games and support groups.

City of Birmingham Golf Courses: The Junior Golf Program is available for children between the ages of 7 and 14 during the summer school break. The program teaches golf fundamentals and offers golf on the Course. Adult golf leagues are a staple at both golf courses during the week.

City of Birmingham Ice Sports Arena: Programs offered through the City of Birmingham at the Ice Sports Arena include skating lessons for beginners to freestyle, an annual ice show, group parties, parents and tots skating and hockey, and adult hockey. Open skating is available on various days and times.

City of Birmingham In-the-Park Summer Concerts: “In-the-Park” concerts are offered Wednesday evenings in Shain Park from mid-June to mid-August. The event highlights a wide variety of musical talents from the surrounding areas.

YMCA: The YMCA offers many programs and activities for all ages. Membership fees vary. Some of the classes and activities offered include:

- Babysitting
- In-line hockey
- Open swim
- Senior activities
- Weight training
- Yoga
- Dance
- Fitness screening
- Kickboxing
- Parties and events
- Soccer
- Wellness classes
- Day camps
- Gymnastics
- Massage therapy
- Preschool programs
- Swim lessons
- Wrestling

Volunteer Organizations/Leagues/Associations/Public/Private Partnerships: In addition to the above listed recreational programs, many other clubs and groups offer social, competitive, and child-oriented recreational activities. Many of these groups are volunteer organizations requiring payment of annual or monthly dues to support activities.

These groups serve an integral role in recreation planning because they offer programs for residents that are not offered by the City of Birmingham. The following groups are active in Birmingham and utilize city properties and facilities:



- Birmingham Baseball Little League
- Birmingham Beverly Hills Church Softball League
- Birmingham Bloomfield Soccer Club
- Birmingham Figure Skating Club
- Birmingham Friends and Relatives Conservatory
- Birmingham Girls Softball League
- Birmingham Hockey Association
- Birmingham Racquet Club
- Birmingham United Soccer
- Birmingham-Bloomfield Art Association
- Holy Name Hurricane Club – Holy Name School

Special Events: Additional special events held in Birmingham throughout the year include:

- | | |
|---|---------------------------------------|
| • Art Birmingham | • Memorial Day Ceremony |
| • Birmingham Winter Market | • Night on The Town |
| • Celebrate Birmingham
Hometown Parade | • Our Town Art Exhibition
and Sale |
| • Dash for Destiny | • Pumpkin Patch |
| • Day on the Town | • Summer in the City |
| • Farmer's Market | • Veteran's Day Ceremony |
| • Fine Art Festival | • Village Fair |
| • Halloween Parade | • Woodward Dream Cruise |
| • Holiday Tree Lighting | |

Public Schools Community Education: The Birmingham Public Schools offer many classes and organized activities throughout the year, some of which include:

- | | |
|---|---------------------------------------|
| • Aerobics and Pilates | • Home, garden and pet
classes |
| • Baseball camp | • Languages |
| • Beading classes | • Martial Arts/Self Defense |
| • Boating | • Music |
| • Culinary arts and
entertaining classes | • Safety/first aid and CPR
classes |
| • Dance | • Skating |
| • Digital photography | • Swim lessons |
| • Fencing | • Tennis |
| | • Yoga |



LET'S PLAN
BIRMINGHAM, MICHIGAN *Parks & Recreation*

05

Basis for Action Plan

An essential task in the recreation planning process is to determine the needs of the community. The needs serve as a basis for the development of the Action Plan. This task is accomplished using a compilation of several methods, including information gathered during the public input process and surveys, comparing the City to national recreation guidelines for the size of the community, and consultation with the Department of Public Services and the Parks and Recreation Board.



Planning and Public Input

Working together with the City of Birmingham Department of Public Services and Parks and Recreation Board Subcommittee, McKenna coordinated and conducted various outreach events throughout the planning process for robust and open community input. Participants at such events included residents, specific parks and recreation stakeholders, and community organizations' representatives. In total, there were four methods used as part of this program that have resulted in meaningful public engagement:

1. **Farmers Market "Field Day"** – On Sunday, September 17, 2017 the City of Birmingham parks and recreation team and McKenna conducted public engagement during the Harvest Festival Farmers Market. Teams were on-site from 9:00AM until 2:00PM to facilitate quick, fun engagement exercises with visitors to the market. In total, the McKenna team estimated engaging over 450 individuals during the five-hour engagement period. Participants included young families and older individuals.

Input collected from the field day highlight family-friendly ideas such as the development of a splash pad, park design improvements for supervising multiple children, the incorporation of rubber surface materials, and universally accessible playgrounds. In addition, residents contributed ideas for capital development-focused facilities improvements like improved parking, an outdoor pool, and restrooms.

2. **Online and Hard Copy Surveys** – McKenna launched online and hard copy surveys related to the City’s overall parks and recreation program, and the Ice Sports Arena and Golf Courses specifically. Links to the surveys were made available at the City of Birmingham Parks and Recreation Master Plan Update website and on social media. Hard copy surveys were located at strategic locations throughout the City including City Hall and the Library. The surveys were made available for 45 days. At the end of the survey period, the City received the following number of survey responses:

- 2018 Parks and Recreation Master Plan Survey: 417 responses
- 2018 Parks and Recreation Golf Courses Survey: 324 responses
- 2018 Parks and Recreation Ice Arena Survey: 260 responses

Most of the completed surveys were from residents between the ages of 35-49 and 50-64, 38% and 37% of all responses respectively. Individuals aged 65 and better made up 15% of all responses and just 10% of the responses were from individuals 18-34 years old. No responses were received from individuals 17 and younger.

Individuals in Quadrants B and D were equally represented, each accounting for 34% of the total survey responses. Quadrant A and Quadrant C also were equally represented accounting for 17% and 16% of all survey responses.

Generally, residents were familiar with the facilities and programs offered by Birmingham Parks and Recreation (88%). While most reported using parks for exercise, fitness, and casual sports (87%) followed by children’s play and cultural events (45% each).



PUBLIC RESTROOMS DESIGN AND SITING

Throughout the public engagement process, many residents expressed a desire for restrooms and portable toilets to be sited at neighborhood and community parks. With the increased importance of parks and recreation facilities over the next twenty years, many government agencies are recognizing the benefits of investing in bathrooms that serve users of outdoor athletics and recreation facilities. However, there are specific design and maintenance considerations that should go into the development of a restroom or portable toilet location.

- Achieving exterior restroom design that matches local community architecture creates a local feel to park restrooms. New restrooms that architecturally match the neighborhood blend in to create a community acceptance.
- Portable toilets can also be screened from view to improve the aesthetics of a neighborhood park. In Santa Cruz, California, many portable toilets are screened with trellises that grow attractive vines or the enclosure is framed with a poster or public art.
- The cost of restroom maintenance can be reduced by building with longer-lasting, stronger components. In addition, many parks and recreation providers utilize security cameras to supervise facilities when facilities are locked and staff are off the clock. Security cameras are a relatively low-cost way to keep vandalism down.

Overall the survey sought to gauge to what degree residents value the parks and recreation system, if the current parks and recreation facilities meet the needs of residents, and what should be the Department's future priorities.

Overwhelmingly, participants recognized that parks and recreation programs are important to their quality of life, regardless if they use the programs on a regular basis (99% of all respondents). Respondents largely rated the maintenance of parks and recreation facilities, availability of public spaces, and overall existing outdoor facilities to be excellent or good (over 80%). Similarly, over 60% of residents reported that the existing parkland, playgrounds, community and special events, and golf courses meet the needs of the community. However, over 50% of respondents reported that the existing walking and biking trails fall short of the needs of the community and over 30% agreed that the available WIFI connections, environmental/nature education programs, and aquatic programs also fall short of the needs of the community.

When asked what new or enhanced opportunities residents would like to see within the City, nearly 47% of all respondents choose hiking/walking trails, followed by restrooms (44%), adult fitness and wellness (36%), community gardens (33%), and bicycling (32%). These responses were very similar to the open-ended questions that asked what residents felt are the top three recreational priorities for Birmingham in the next 10 years. The word cloud below shows the most frequently used phrases for respondents' number one priorities.

What do you feel is the top recreation priority for Birmingham in the next 10 years?

Fitness Splash Pad Community Ice Arena Access Road
 Green Space Play Bike Paths Open Space Existing
 Programs Walking Natural Park Safe Trails Senior
 Playgrounds Bicycle Facilities Traffic Restrooms
 Golf Courses Center Maintain Current Swimming Pool

*This word cloud is a visual representation of the most frequently used answers to the above survey question.
 The larger the word the more often it was used.*

The Ice Sports Arena and Golf Course Surveys sought to understand specific users' experience with each facility. Respondents' experiences with the golf courses were positive. Nearly 93% of all respondents reported satisfaction with the City of Birmingham Golf Course with 56% of all respondents living in Birmingham. Half of respondents felt that the City should prioritize the golf course the same as other parks within the city. Improvements suggestions included: improved general maintenance, speed of play and the greens, and improved bunkers/sand traps.

Respondents to the Ice Sports Arena were split 58% residents, 42% nonresidents. Satisfaction with the facility was mixed; 47% of respondents reported satisfaction with 59% of survey respondents believing that the City of Birmingham should prioritize improvements to the Ice Arena more than other parks. 42% of respondents are willing to pay between zero and ten percent more in fees for improvements. While, 38% of respondents would be willing to pay more than 10% in increased fees for improvements. The word cloud below shows the most commonly provided suggestions for improvement to the Ice Sports Arena, with larger locker rooms being mentioned approximately 100 times.

What do you think [about the Ice Arena] could be improved?

Open during Summer Instead Pro Shop Food Stands Lighting
 Year Round Locker Rooms are Tiny Bigger Locker Rooms
 Off-ice Training Larger Locker Rooms Temperature
 Hockey Seating Ice Snack Bar Locker Room Size
 Own Locker Room High School Heaters Space Crowded
 Bathrooms Install Lobby Visiting Offer

This word cloud is a visual representation of the most frequently used answers to the above survey question. The larger the word the more often it was used.

3. **Roundtable Discussions** – On September 21, 22, and 26, 2017, McKenna conducted Roundtable Discussions with a number of stakeholders. The Roundtable Discussions ensured that representatives from specific stakeholder groups were able to provide feedback about their organization’s perceived parks and recreation needs.

City Leadership and Boards and Commission Liaisons stressed the importance of coordination in planning activities, especially with the development of the non-motorized transportation system and in efforts to acquire land for a linear park in the triangle district. The Birmingham Public Schools recognized both the schools and the parks limited capacity to provide space for organized sports league. Representatives from various leagues, associations, and nonprofits expressed a strong interest in developing partnerships with the department to improve their operations. The neighborhood associations shared their commitment to their respective neighborhoods and a desire for the parks to remain a special place within their communities.

- City Leadership, Boards & Commissions Liaisons
- Coordination
- Birmingham Public Schools
- Capacity
- Leagues, Associations, Nonprofits
- Partnership
- Neighborhood Associations
- Commitment

4. **Open House and Presentation** – On October 3, 2017, McKenna hosted an Open House before the start of the regularly scheduled Parks and Recreation Board Meeting. Using the exercises from the Farmers Market “Field Day” and open-ended comment cards, the team collected additional public input. During the Parks and Recreation Board Meeting, McKenna made a presentation on the 2018 Parks and Recreation Master Plan Planning Process and accepted public comment. An estimated thirty to forty residents participated in the Open House and attended the following presentation. The participants generally were older couples and individuals.

The input received at the Open House reflected the needs of the specific residents that were present the Open House. Common themes that emerged were multimodal connections, the desire for natural resource/open space preservation and management, and capital improvements.

MAJOR THEMES FROM COMMUNITY ENGAGEMENT

Throughout the public engagement process people were generally positive about the parks and recreation facilities in Birmingham. However, several community values emerged throughout the process that can be used to prioritize improvements to the system. These include:

Natural Area Stewardship: Throughout the engagement efforts, many comments were made about the desires to preserve and maintain natural areas and open spaces within the City. When asked what the City of Birmingham's priorities for the next ten years should be over 14% of respondents mentioned the need to preserve and manage open space.

Inclusive Community: The City of Birmingham was able to engage many types of residents throughout the planning process and what emerged was a desire for the parks and recreation system to accommodate the variety of users in the City, ranging from young children to seniors. Improvements that were suggested in order to keep parks inclusive of the City's diverse community included restrooms at park facilities, barrier-free playgrounds and pathways, community programs and festivals, dog parks, and the development of a community center. Furthermore, many residents expressed concern that individuals in the Triangle and Rail Districts do not have easy access to the parks system.

Health and Fitness: Over three fourths of survey respondents reported that they use the parks system for fitness and casual sports. Over 20% of survey respondents believed that health and fitness related improvements should be a priority. They believe there is a need for improved or enhanced walking and running trails, adult and youth fitness classes, and improved organized sports facilities and programs like pickleball and lap swim.

Connectivity: Many residents largest concern about the park system was not the parks themselves but the system of connectivity that gets residents from their homes or from local business to parks. Over 20% of survey respondents and many more at the Field Day and Open House mentioned a need for improved bicycle paths, sidewalks, and parking (both bicycle and automobile).

Customer Service: A large number of residents expressed satisfaction with the parks and recreation system in Birmingham. Nearly 15% believed that the City's priority for the next ten years should be maintaining, updating, and advertising the existing system.

Park Land Analysis and Service Areas

Approximately 315 acres of parks and facilities exist within Birmingham, with 231 acres owned by the City and managed by the Department of Public Services. The Birmingham Public Schools own the remaining 84 acres.

As required by the MDNR, the Birmingham park land and facilities were compared to the minimum guidelines set forth by the National Recreation and Park Association (NRPA, 1983, 1995). Although the NRPA's updated guidelines were set more than 13 years ago, the MDNR still recommends their use as standards to establish minimum community needs in terms of land area and number of facilities.

Caution must be exercised in the interpretation of these results given that these guidelines were set over a decade ago and may not represent current popular activities and trends. Each community, based on its own particular resources and resident preferences and demands, are encouraged to establish its needs and requirements so that the plan best suits the community's desires for recreation. Recreation needs are often better documented through public input rather than relying only on the national guidelines. The NRPA guidelines and the MDNR standards were considered in the development of the Action Plan but not weighted heavily. The information gathered during the many methods of public input directed the Action Plan directly.

Table 6 and the following discussion compares the amount of park land as it relates to the conditions of the City and the MDNR standards based on the 2015 ACS population estimate of 20,489. Park classifications used by the MDNR are defined as follows and described in further detail in Table 6.

Mini/Neighborhood Park. Mini/Neighborhood parks serve an area up to a one-half mile distance and are typically less than 10 acres in size. Birmingham has five mini-parks, 11 neighborhood parks and four school facilities that provide more than the recommended acreage for mini/neighborhood parks.

- **Community Park.** Community parks typically serve an area within one-half to three miles and are between 30 to 50 acres in size. However, since the City of Birmingham is only 4.4 square miles many of the City's community parks are smaller than the guidelines, but serve a community-wide function. The City owns 186 acres of community park land, thus exceeding the recommended 402 acres by 222. In addition to the City-owned land, Seaholm High School contributes 45 acres of land since it is categorized as a community park.
- **School Park.** School properties can fulfill the requirements for other classes of parks such as neighborhood, community, sports complex, and special use. For the purposes of this inventory all childhood centers and elementary and middle school facilities were classified as neighborhood parks, and Seaholm High School was considered a community park.
- **Regional Park.** Regional facilities offer a variety of active and passive recreational opportunities which help in meeting the need for local park land and help balance the deficiencies in facilities. Birmingham does not have a regional park within its borders. However, it should be noted that a number of regional parks are within a short distance from the City despite not being within its borders.

- According to the above guidelines, the City of Birmingham exhibits a surplus in all of the park land categories. Overall, the City is providing an exceptional amount of park land for its residents given the constraint of its municipal boundaries and relatively dense land use.

Table 6: Birmingham Public Park Land Acreage Analysis

Park Classification	NRPA Guideline Minimum Acres/1,000 Residents ¹	Recommended Acreage for Birmingham ²	Public City Park	Public School Park ³	City Total	Surplus (Deficiency)
Mini Parks	0.25-0.5	5.1-10.2	5.44		5.44	-4.76
Neighborhood Parks	1.0-2.0	20.5-41.0	39.83	39.19	79.02	+38.02
Community Parks	5.0-8.0	102.4-163.9	186.1	44.54	230.67	+66.77
Total	-	128.1-215.1	231.4	83.73	315.13	+100.03

¹ Source: Lancaster, R. A., Ed. *Recreation, Park and Open Space Standards and Guidelines*. Alexandria, VA: NRPA, 1983.; Mertes, J.D. and J. R. Hall. *Park, Recreation, Open Space and Greenway Guidelines*. Alexandria, VA: NRPA, 1995.

² Based on 2011-2015 American Community Survey Population Estimates, 20,489

³ All early childhood centers and elementary schools classified as neighborhood parks, and all middle and high schools classified as community parks.

Although it is important to consider the overall amount of park land in the City, it is also essential to consider the type of parks, their location, and their disbursement throughout the City. When evaluating parks and recreation service areas it is important to closely consider where the residents in the City live and if the residents are within walking distance to a park, recreation, or school facility. The distance of 0.25 miles is often used as an established standard of how far people would be willing to walk to a park or recreation facility.

The parks and school facilities walkability areas are shown on MAP 4 and MAP 5. For the purposes of measuring the walkability area in the City, a radius of one-fourth mile from each park was used.

There are few service gaps within the City in regard to City owned recreation facilities within one fourth mile. The primary areas without nearby City owned facilities are the southeast part of the City, the area west of Linden Park between Maple and Midvale Street, and the southwestern edge of the City.

When the school facilities are added to the walkability analysis, service gaps decrease. Specifically, Seaholm High School has the potential to serve the residents west of Linden Park. However, the area west of Woodward and south of Adams park still has limited access to a park.

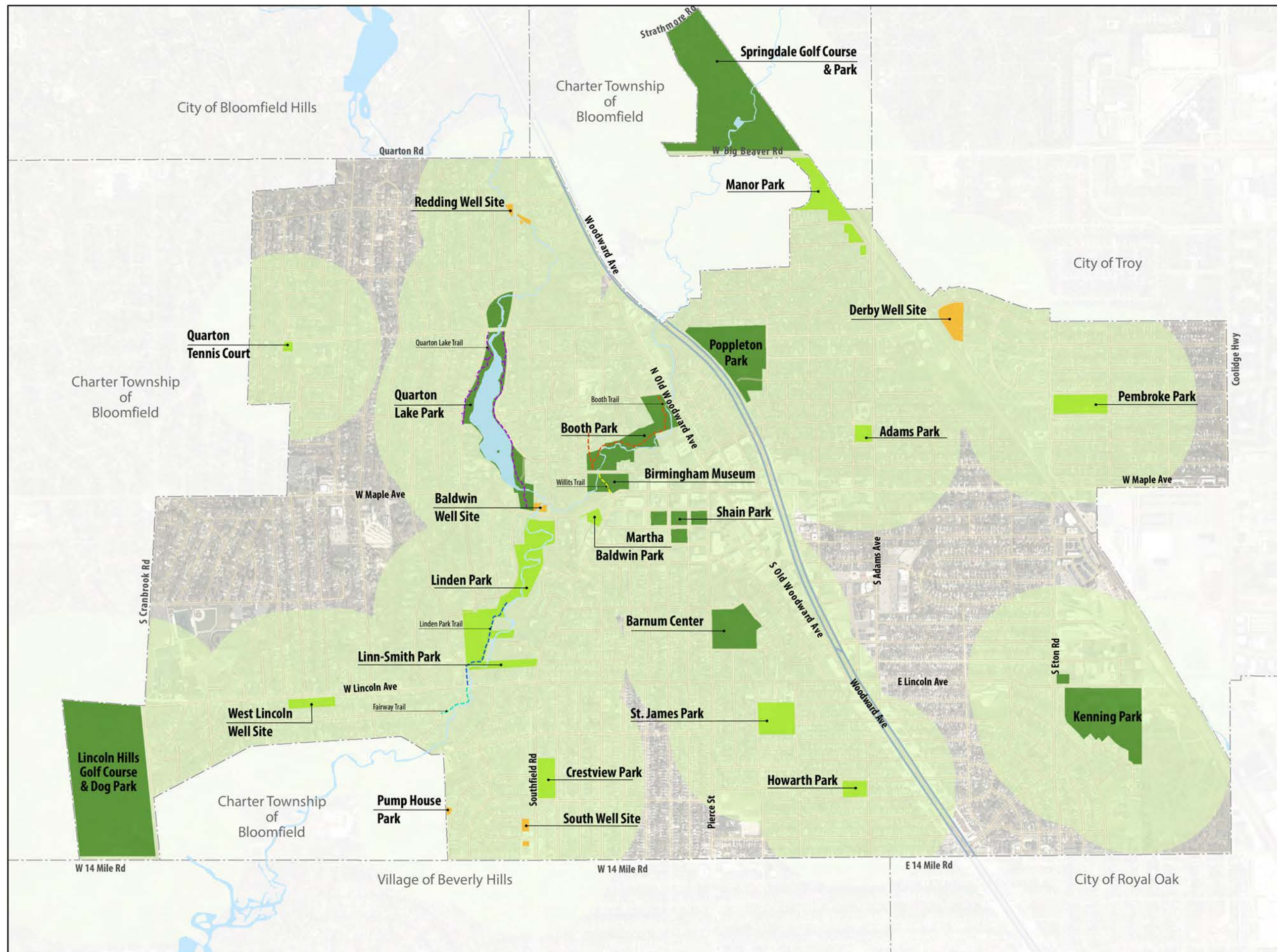
Map 4 Walkability City Owned Parks

Birmingham . Michigan

October 30, 2017

LEGEND

- Walkability Buffer- 1/4 mile
- Mini Parks
- Neighborhood Parks
- Community Parks
- Waterbodies
- Municipal Boundary



0 1,000 2,000 FEET



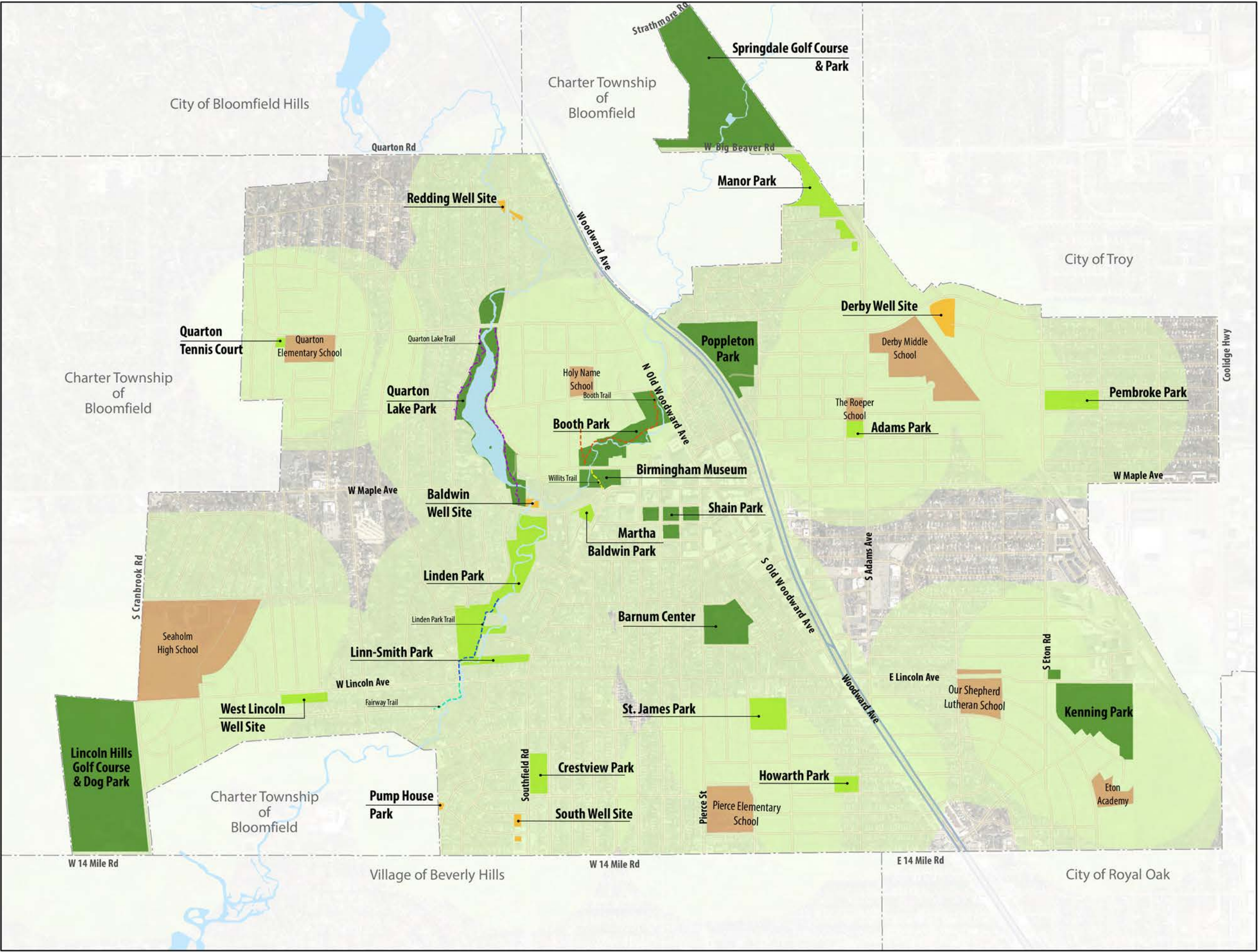
Data Source: Oakland County GIS, 2016
Aerial Data, SEMCOG, 2015

Map 5
Walkability City Owned
Parks and School Facilities
Birmingham . Michigan

October 30, 2017

LEGEND

- Walkability Buffer- 1/4 mile
- School Facilities
- Mini Parks
- Neighborhood Parks
- Community Parks
- Waterbodies
- Municipal Boundary



0 1,000 2,000 FEET



Data Source: Oakland County GIS, 2016
Aerial Data, SEMCOG, 2015

Facilities Analysis

In addition to park land, existing facilities were compared against the recommended guidelines set by the NRPA and the MDNR to determine if they are adequate to meet the needs of residents based on national averages. The analysis takes into account a variety of factors including specific needs and existing conditions in Birmingham, information obtained during the public input opportunities, programming needs, site conditions, as well as national averages. Table 7 indicates the recommended guideline and facilities, the number of facilities in the Township, and the surplus or deficiency of facilities. The comments below the table provide further prospective and assist in identifying key issues related to specific facilities.

Table 7: Facilities Analysis

Park Classification		NRPA Guideline ¹	Recommended Facilities ²	Public Birmingham Facilities	Public School Facilities	Total Facilities	Surplus (Deficiency)
Archery Range		1/50,000	0	0	0	0	0
Baseball / Softball		1/5,000	4	9	7	16	+12
Basketball		1/5,000	4	3	9	12	+8
Football		1/20,000	1	0	1	1	0
Golf Driving Range		1/50,000	0	0	0	0	0
Golf Course (9-Hole)		1/25,000	1	2	0	2	+1
Golf Course (18-Hole)		1/50,000	0	0	0	0	0
Ice Rink	Indoor	1/100,000	0	1	0	1	+1
	outdoor	depends on climate	depends on climate	1	0	1	N/A
Playground		1/3,000	7	10	3	13	+6
Running Track		1/20,000	1	0	1	1	0
Soccer		1/10,000	2	5	5	10	+8
Swimming Pool		1/20,000	1	0	2	2	+2
Tennis		1/2,000	10	6	7	11	+1
Trails		1 system per region	1	1 system	0	1 system	0
Volleyball		1/5,000	4	0	2	2	-2

¹ Source: Lancaster, R. A., Ed. *Recreation, Park and Open Space Standards and Guidelines*. Alexandria, VA: NRPA, 1983.; Mertes, J.D. and J. R. Hall. *Park, Recreation, Open Space and Greenway Guidelines*. Alexandria, VA: NRPA, 1995.

² Based on 2011-2015 American Community Survey Population Estimates, 20,489

A number of the facilities included in Table 7 are owned by Birmingham Public Schools. Though, schools provide limited hours and access to the general public, they complement the existing parks and recreation system within the City of Birmingham. Representatives from the Birmingham School District affirmed the idea that the parks and schools work together to provide residents a recreation system. Management of recreation facilities should be done in coordination to ensure that, despite the geographic constraints of providing parks and recreation facilities in a fully developed city, residents have access to their desired amenities.



LET'S PLAN
BIRMINGHAM, MICHIGAN *Parks & Recreation*

Action Plan

By using the comprehensive planning process of trend identification, roundtable discusses, surveys, and public meetings, the City of Birmingham Department of Public Services has effectively established a framework for the Action Plan. The Action Plan describes recommendations for improvements and enhancement of the Birmingham parks and recreation facilities and programming, as well as identifying the tools needed for implementation of the plan components.

A complementary component of the Action Plan is the Capital Improvement Plan. Action strategies that may require significant capital investment from the community have been organized into a five-year plan. The specific projects have been prioritized in the Capital Improvement Plan in order to better manage the Department of Public Services budget and equally distribute the projects over a five-year cycle. The timing of these projects may be influenced, moved, or eliminated depending upon economic conditions, available funding, and/or grant awards. However, the spirit and intent of the project priorities are well defined in the Capital Improvement Plan.

The Action Plan is organized into four sections:

- Vision, Mission, and Community Values
- Department of Public Services Goals and Strategies
- System Wide Recommendations
- Five Year Capital Improvement Plan

Mission, and Community Values

To provide a guideline for decision making, the Parks and Recreation Board has developed a mission statement and list of identified community values. Together, these will guide the development of the goals and strategies for the departments future projects, and other efforts.

MISSION

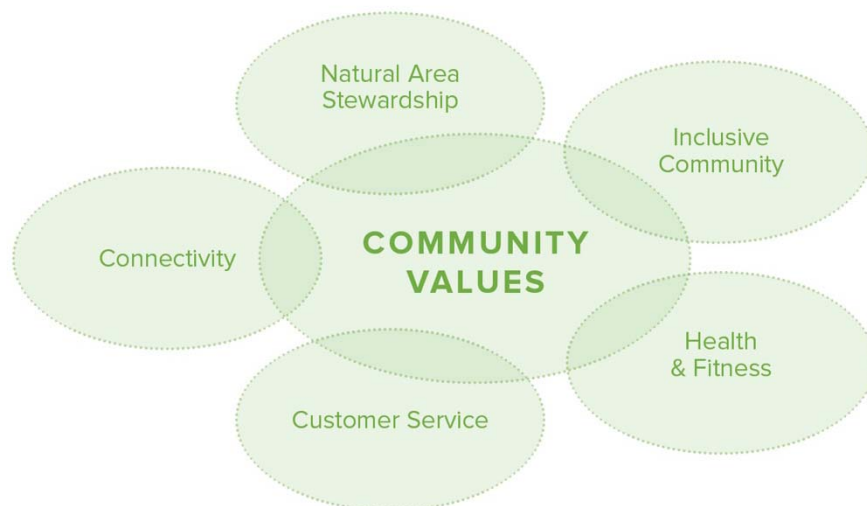
The following Mission presents how the City of Birmingham Department of Public Services and the Parks and Recreation Board will achieve the Vision:

“The Mission of the Birmingham Parks and Recreation Board is to help other organizations and agencies to plan and share family activities in helping to prevent the desires and need to use alcohol, drugs, and tobacco by providing recreational programs for all ages, and to encourage recreational life styles.”

COMMUNITY VALUES

The community values that were brought forward during the community input process of the planning process included:

- **Natural Area Stewardship:** We value the efficient and effective management of our assets and stewardship of our parks and open space, to sustain them for future generations.
- **Inclusive Community:** We value creating, enhancing, expanding and promoting opportunities for all members of our community to participate in the enjoyment of parks and recreation services.
- **Health and Fitness:** We value the health and well-being of our residents and the benefits that parks, recreation, and open space offer.
- **Connectivity:** We value an interconnected parks and facilities network that provides access to the parks system across the City of Birmingham.
- **Customer Service:** We value our current parks and recreation system and take pride in managing and maintaining world class parks and facilities.



Goals and Objectives

To provide a guideline for decision making, the Department of Public Services and the Parks and Recreation Board developed a list of goals and objectives based on the previous 2012-2016 Parks and Recreation Master Plan, and the results of analysis and public input. The following goals and objectives are intended to provide an operational framework for future decisions related to the provision of parks and recreation for Birmingham.

As recommended in the Action Plan, these goals and objectives should be reviewed annually by the Parks and Recreation Board and modified as necessary.

GOAL #1: FOSTER AN INCLUSIVE AND UNIQUE COMMUNITY.

Birmingham is enriched by strong volunteer efforts, including the youth sports league administration, boards, commissions and planning and historical preservation efforts. Numerous special events are held throughout the year, such as festivals, art fairs, farmer's market and organizations. Working together to create a strong sense of an inclusive community, it is only made stronger by the partnerships, trust and collaboration of the stakeholders and elected officials.

OBJECTIVES:

1. Continue working with local organizations, clubs and institutions to provide a wealth and variety of organized activities and programs within the community. This includes:
 - a. Senior Walking Clubs.
 - b. "Theatrical" programming that involves schools, library, residents and the Community House.
 - c. Seasonal, including winter activities.
 - d. Art and cultural programs.
 - e. Teen and youth programming during the summer and utilizing extended hours.
2. Celebrate the community by participation in festivals, community functions and events
3. Support and encourage new developments to include areas for active and passive recreation.
4. Provide volunteer opportunities in program delivery and improvement projects.

GOAL #2: *PROVIDE PARKS AND RECREATION FACILITIES THAT ARE BEAUTIFUL AND HIGH QUALITY, THAT RESPECT HISTORY, OFFER A VARIETY OF EXPERIENCES, BOTH PASSIVE AND ACTIVE, ARE WELL MAINTAINED AND THAT ARE ACCESSIBLE TO ALL RESIDENTS OF THE COMMUNITY.*

Quality and beauty are important to residents and it is expected that community assets are protected and valued. This is true for existing parks and recreation through continued maintenance and the improvement for both existing and new green spaces, facilities and recreational areas.

OBJECTIVES:

1. Analyze and improve universal accessibility.
2. Maintain and improve designated wetlands, Rouge River Corridor and open space.
3. Incorporate art/sculptures into park design.
4. Encourage central entry areas for sitting and gathering in park design.
5. Maintain and update park equipment and facilities as needed, such as playground equipment, ball fields, open space areas including natural landscaping.
6. Continue implementation of standardized park design for all City of Birmingham Parks including signage, installation of trees, tree transplanting, improved landscaping, benches, bike racks, and waste receptacles.

GOAL #3: TO CREATE A COMMUNITY OF HEALTHY RESIDENTS BY PROVIDING OPPORTUNITIES THAT PROMOTE AND ENCOURAGE ACTIVE LIFESTYLES AND MOBILITY.

Birmingham has an active resident base that includes runners, cyclists, soccer players, walkers, skaters, hockey players, golfers, etc. The health of the aging population will need to be maintained through private and public efforts.

OBJECTIVES

1. Increase non-motorized transportation connections between parks, historical sites, community facilities and shopping districts that allow residents to cycle, walk and run.
2. Develop and promote programming that encourages active lifestyles for all ages.
3. Work with Oakland County to develop pathway connections with surrounding communities that include Beverly Hills, Bloomfield Hills, Bloomfield Twp., Royal Oak, Southfield and Troy with the existing Rouge River Corridor.
4. Promote the establishment of the Rouge River Corridor along the Rouge River to encourage the preservation, enhancement and an increase community understanding of this important watershed.
5. Develop a wayfinding program for the trail / greenway network that directs users of the non-motorized paths to City parks and other destinations.

GOAL #4: *PROVIDE RECREATION PROGRAMMING AND FACILITY OPPORTUNITIES THAT MEET THE NEEDS AND INTERESTS OF THE ENTIRE COMMUNITY.*

Residents have indicated that recreation outlets and activities are important to their quality of life. Providing well balanced activity choices, including passive and active opportunities, along with flexible structure is essential.

OBJECTIVES:

1. Monitor the use of athletic fields and facilities to determine additional needs.
2. Create opportunities that go beyond the traditional team sports such as educational components, individual sporting pursuits, training/self-improvement courses.
3. Provide additional environmental-oriented programs and use parks as outdoor classrooms and art theater.
4. Coordinate with the Arts Board regarding public art at parks. Coordinate location, lights to illuminate, sprinkler locations, etc.

GOAL #5: TO USE EXISTING COMMUNITY RESOURCES EFFICIENTLY AND TO DEMONSTRATE FISCAL RESPONSIBILITY AND TO COORDINATE AND PARTNER WITH OTHER ENTITIES TO ENSURE THE AVAILABLE AND OPPORTUNITY FOR COMPREHENSIVE, QUALITY SERVICES AND FACILITIES.

Parks and recreation services, along with all government services, must evaluate and provide cost effective opportunities for residents.

OBJECTIVES

1. Explore opportunities with private partnerships and Oakland County Parks to jointly provide desired services and facilities, while minimizing duplication and competition between the agencies.
2. Coordinate efforts with Oakland County for opportunities to preserve open space and provide public access along the Rouge River Corridor.
3. Recruit civic and business organizations for assistance with park improvement projects.
4. Partner for grants & outside funding.
5. Foster, promote and encourage cooperative relationship with public and private entities.
6. Promote a system for people to approach the City with ideas to collaborate for park improvements.
7. Increase opportunities for donation, sponsorships and fundraising efforts.
8. Review and update the Parks and Recreation Master Plan every five years to maintain a current assessment and ensure grant funding eligibility.

GOAL #6: *TO BECOME A LEADER IN SUSTAINABLE, INNOVATIVE MAINTENANCE PRACTICES TO PROTECT OUR NATURAL COMMUNITY RESOURCES, DEMONSTRATE ENVIRONMENTAL STEWARDSHIP AND REDUCE ADVERSE HEALTH EFFECTS TO ALL RESIDENTS, WHILE MAINTAIN PUBLIC USE, ACCESS AND ENJOYMENT.*

OBJECTIVES:

1. Continue to implement 'best practices' and safer alternatives in cultivating healthy lawn care in City properties and parks such as heat and hot water weed control techniques and low-maintenance landscape designs. Expand existing practice techniques to include applications such as adding beneficial insects to control destructive pests, and various natural and synthetic mulch materials.
2. Continue to implement Integrated Pest Management (IPM) practices and develop an IPM policy based on current IPM practices for park maintenance activities.
3. Research programming with area school districts to decrease and possibly eliminate spraying at properties surrounding public schools.
4. Develop an interpretive signage program in parks to expand educational opportunities about environmental protection.
5. Create demonstration projects within parks to showcase native Michigan plants and promote appreciation for natural landscape techniques.
6. Develop and implement standards and timeline for achieving sustainable lawn care maintenance practices for parks and recreation facilities.
7. Implement a pilot "Pesticide Free Park" program at a City Park.
8. Develop maintenance Design Guidelines for future capital and park improvements that encourages low maintenance alternatives.
9. Reduce and minimize usage of chemicals in all parks to lessen the potential for adverse health effects to the extent that is practicable.

GOAL #7: *OPERATE THE DEPARTMENT OF PUBLIC SERVICES IN AN EFFECTIVE AND EFFICIENT MANNER SO AS TO MAINTAIN A HIGH LEVEL OF CUSTOMER SERVICE.*

OBJECTIVES:

1. Expand web-based marketing efforts to inform residents of programs and events.
2. Review Parks and Recreation Master Plan annually to establish priorities and responsibilities with Parks and Recreation Board.

System Wide Recommendations

In addition to capital investments into the parks and recreation system, the Department of Public Services must also focus on maintenance of the park system.

The following items describe system wide suggestions that should be coordinated each year.

- **Barrier Free Accessibility:** The Americans with Disabilities Act (ADA) has established guidelines to provide barrier free accessibility at public facilities. It is important to provide access to the City of Birmingham facilities according to these guidelines so that all residents can enjoy the facilities. As parks and facilities are improved or developed, a high priority must be placed on upgrades that improve barrier free accessibility with improvements to proper surfaces for wheelchairs, accessible picnic tables, and play equipment that provides universal access.
- **Park Design Improvements:** As the park system evolves and each park undergoes its own degree of improvements, it is important to clearly mark park entrances and visually unify the parks so residents are aware that facilities they use are part of Birmingham's park system. This can be accomplished by a uniform set of design themes that symbolize Birmingham parks and are used in the design of lighting, benches, signs, waste receptacles, bike racks, and other amenities. Tree transplanting and improvements is a community focus for all public areas.
- **Non-Motorized Connectivity:** The City of Birmingham has been committed to the development of non-motorized systems locally as well as regionally. This was substantiated with the City Commission's 2011 support of Complete Streets principals for the City of Birmingham. The Department, in cooperation with Oakland County and surrounding communities, and other supporting agencies, should continue to seek opportunities for planning, land acquisition, access easements, and non-motorized trail development to assist this effort within the community.
- **Natural Resource Inventory:** As opportunities become available the Department should analyze any critical natural areas in the community through inventories and appropriate studies. This information is critical to prioritizing resources for the acquisition, protection, and management of park natural areas.
- **Recreation Programming:** The City of Birmingham Department of Public Services is only one of several sources of recreation programming for community residents. YMCA, volunteer youth sports organizations, private businesses, and other groups offer leagues, services and programs. To complement these other resources, the Department should partner with these programs when appropriate.
- **Staffing:** The Department of Public Services needs to annually monitor staffing levels and office facility needs as needed for efficient administration, operation, programming and maintenance of the parks and recreation system.

- **Park Promotion:** The Department of Public Services should use creative promotional approaches to increase awareness of the features available at the various parks. Promotional ideas could include: park maps and park events. Increased awareness of the parks will increase appreciation and support for the park system and could also generate a spirit of volunteerism with maintenance, development and fundraising projects.
- **Fund Raising:** Develop new and creative ways to raise funds for park improvements, such as events, service projects and local fund raising. Continue and expand the popular recognition program for donations of benches, trees and other amenities.
- **Public Involvement:** The Department of Public Services should continue to solicit residents' suggestions on planning, use, and improvement of parks and programming. This can be accomplished with public meetings, surveys, or through resident feedback solicited at special events.

Five-Year Capital Improvement Plan

This section summarizes the overall system recommendations as well as specific improvements to individual parks. Some are multi-year efforts that will involve primarily staff time and coordination, while others are park improvements that require primarily investment.

The Five-Year Capital Improvement Plan incorporates the top priority for capital improvement in the next five years. Priorities should be reviewed on an annual basis and adjusted to respond to updated findings and identification of funding opportunities. In particular, costs should be closely monitored, as the proposed plan estimates are strictly preliminary.

Actual costs for each project will be more specifically determined as site surveys, programming elements and engineering plans are developed. If funding levels are lower than required to implement the plan based on the schedule provided, the implementation could be stretched over additional years.

Table 8: Five-Year Capital Improvement Plan

The following capital improvements are conceptual and subject to change based on annual prioritization; actual funding sources are largely undetermined during conceptual planning, thus, potential funding sources will be investigated and sought as projects move from the conceptual phase to design / funding phase.

ACTION	Completed (2012-2017)	2018	2019	2020	2021	2022	Estimated Total Over Five Years	Potential Funding Source(s) ¹
General Park Enhancements								
Continue general landscape maintenance and beautification		X	X	X	X	X	\$45,000	Donations / General Fund
General baseball/softball field maintenance		X	X	X	X	X	\$25,000	ASA Grant / General Fund
General tennis court maintenance		X	X	X	X	X	\$60,000	General Fund
Installation of bike racks		X	X				\$20,000	General Fund
Installation of drinking fountains		X	X	X	X	X	\$50,000	Donations / General Fund
Land acquisition opportunities							TBD	Donations / General Fund
Open space maintenance (i.e., seeding, drainage and grading at various parks)		X	X	X	X	X	\$50,000	Donations / General Fund
Inclusive/Accessible Playground Enhancements ²			X		X		\$100,000	Donations / General Fund / Grants
Reforestation of public property		X	X	X	X	X	\$25,000	Donations / General Fund / Grants
Site furnishings (benches, trash receptacles, tables)		X	X	X	X	X	\$80,000	Donations / General Fund / Grants
Installation of electric outlets			X				TBD	Donations / General Fund
Installation of park shelters (location TBD)			X				\$20,000	Donations / General Fund
Update park signage (new logo and supplemental signs)	■							
Park Enhancements to Explore (Locations TBD)								
Pickle ball court development							TBD	TBD
Installation of splash pad							TBD	TBD
Platform tennis court development							TBD	TBD
Installation of wi-fi and mobile device charging stations							TBD	TBD
Adams Park								
Implement Adams Park Master Plan ²			X	X			\$582,000	Donations / General Fund / Grants Public-Private Partnership
Develop Adams Park Master Plan	■							

■ Completed 2012 – 2017

X Planned for 2018 – 2022

■ Explore and potentially implement 2018 – 2022

¹ Public-private partnerships (P3s) will be investigated and implemented whenever feasible and determined to be in the public interest; projects listing P3s as a funding have already been identified

² Inclusive / accessible playground enhancements will meet or exceed ADA accessibility standards

ACTION	Completed (2012-2017)	2018	2019	2020	2021	2022	Estimated Total Over Five Years	Potential Funding Source(s) ¹
Barnum Park								
Install two new pergolas		X					\$30,000	Donations / General Fund / Grants
Softball field maintenance	■							
Installation of new tables and chairs	■							
Installation of two pergolas	■							
Soccer / open play field enhancements	■							
Booth Park								
Evaluate bridge trail access							TBD	Donations / General Fund / Grants
Reevaluate Phase 3 entrance plaza							TBD	Donations / General Fund / Grants
Installation of porous paving	■							
Trail system improvements	■							
Crestview Park								
Inclusive/accessible playground enhancements ²					X		\$200,000	Donations / General Fund / Grants
Soccer / open play field enhancements	■							
Fairway Park								
Bank stabilization	■							
Howarth Park								
Baseball field improvements			X				\$20,000	Donations / General Fund / Grants
Kenning Park								
Phased implementation of Kenning Park Master Plan (partial) ²		X	X	X			\$1,200,000	Donations / General Fund / Grants / Public-Private Partnership
Parking lot and pedestrian-scale lighting			X				\$90,000	General Fund / Grants
Develop Kenning Park Master Plan	■							Capital Improvement Fund / Donations / General Fund
Softball/baseball field maintenance	■							
Tennis court crack repair/paint	■							
Parking lot re-construction	■							
Linden Park								
Inclusive/accessible playground enhancements ²					X		\$75,000	Donations / General Fund / Grants
Trail extension from Linden Park trail to Maple Road	■							

- Completed 2012 – 2017
- X Planned for 2018 – 2022
- Explore and potentially implement 2018 – 2022

¹ Public-private partnerships (P3s) will be investigated and implemented whenever feasible and determined to be in the public interest; projects listing P3s as a funding source are those for which partners have already been identified.

² Inclusive / accessible playground enhancements will meet or exceed ADA accessibility standards.

ACTION	Completed (2012-2017)	2018	2019	2020	2021	2022	Estimated Total Over Five Years	Potential Funding Source(s) ¹
Manor Park								
Reforestation	■							
Martha Baldwin Park								
Improve native plant garden/monarch waystation		X					\$12,000	Donations / General Fund / Grants
Potential location for artwork							TBD	Donations / General Fund / Grants
Pembroke Park								
Inclusive/accessible playground enhancements ²				X			\$200,000	Donations / General Fund / Grants
Portable restroom screening		X					\$10,000	General Fund
Baseball field maintenance	■							
Soccer / open play field enhancements	■							
New drinking fountain	■							
Poppleton Park								
Inclusive/accessible playground enhancements ²		X	X				\$650,000	Donations / General Fund / Grants
Softball field improvements			X				\$25,000	Donations / General Fund / Grants
Softball field improvements	■							
Analyze parking (expansion)	■							
Crown baseball diamonds	■							
Quarton Lake								
Reforestation		X	X	X	X	X		Donations / General Fund / Grants
Rouge River Trail Corridor								
Removal of debris and riverbank stabilization		X	X	X	X	X	\$30,000	Donations / General Fund / Grants
Trail system improvements		X	X				\$50,000	Donations / General Fund / Grants
Selected master plan improvements				X	X	X	\$500,000	Donations / General Fund / Grants
Shain Park								
Play/musical equipment			X				\$15,000	Donations / General Fund / Grants
Springdale Park								
Shelter site furnishing		X	X				\$40,000	Donations / General Fund / Grants
Inclusive/accessible playground enhancements ²				X			\$200,000	Donations / General Fund / Grants

■ Completed 2012 – 2017

X Planned for 2018 – 2022

■ Explore and potentially implement 2018 – 2022

¹ Public-private partnerships (P3s) will be investigated and implemented whenever feasible and determined to be in the public interest; projects listing P3s as a funding source are those for which partners have already been identified.

² Inclusive / accessible playground enhancements will meet or exceed ADA accessibility standards.

ACTION	Completed (2012-2017)	2018	2019	2020	2021	2022	Estimated Total Over Five Years	Potential Funding Source(s)
St. James Park								
Soccer / open play field enhancements				X			\$15,000	Donations / General Fund / Grants
Inclusive/accessible playground enhancements ²						X	\$200,000	Donations / General Fund / Grants
Baseball field maintenance	■							
Soccer / open play field improvements	■							
Investigate private / public partnerships	■							
Tennis court crack repair	■							
Ice Arena								
Explore interior building improvements (underway)		X	X	X	X		TBD	Donations / General Fund / Grants
Building/facility assessment		X	X				TBD	General Fund
Replace rink refrigeration system - rink floor and piping and mechanical room (main / studio rinks)			X	X			\$1,900,000	Donations / General Fund / Grants
Study locker room/conference room expansion		X	X				TBD	General Fund / Public-Private Partnership
Lincoln Hills Golf Course								
Add cart paths							TBD	Grants / Golf Course Fund
Redesign #1 tee							TBD	Grants / Golf Course Fund
Practice putting green expansion							TBD	Grants / Golf Course Fund
Maintenance building expansion							TBD	Grants / Golf Course Fund
Parking lot lights improvements							TBD	Grants / Golf Course Fund

- Completed 2012 – 2017
- X Planned for 2018 – 2022
- Explore and potentially implement 2018 – 2022

ACTION	Completed (2012-2017)	2018	2019	2020	2021	2022	Estimated Total Over Five Years	Potential Funding Source(s)
Springdale Golf Course								
Add cart paths							TBD	Golf Course Fund
Replace irrigation system			X	X			\$525,000	Golf Course Fund
New bathroom on course		X	X				\$15,000	Grants / Golf Course Fund
Maintenance building expansion					X	X	TBD	Golf Course Fund
Renovate bank #5 and #6		X	X				TBD	Golf Course Fund
New bunker #2		X	X				TBD	Golf Course Fund
Chip seal parking lot			X	X			\$30,000	Golf Course Fund
Add parking lot lights		X	X	X			TBD	Grants
Patio renovations				X			TBD	Donations / Golf Course Fund
New dining room furniture			X	X			TBD	Donations / Golf Course Fund

- Completed 2012 – 2017
- X Planned for 2018 – 2022
- Explore and potentially implement 2018 – 2022



LET'S PLAN
BIRMINGHAM,
MICHIGAN *Parks & Recreation*

Appendix

1. List of MDNR Grants Status
2. Affidavit of Publication for 30-Day Comment Period and City Commission
3. Resolution of Plan Adoption by Parks and Recreation Board on February 6, 2018
4. Minutes from February 12, 2018 City Commission Meeting
5. Resolution of Plan Adoption by City Commission on February 12, 2018
6. Letters of Submission to Oakland County, SEMCOG
7. MDNR Plan Certification Checklist
8. Plans Accepted by Birmingham City Commission (2012-2016)
 - a. Poppleton Park Concept Plan, 2016
 - b. Adams Park Concept Plan, 2016
 - c. Kenning Park Concept Plan, 2014

Deanna Dupuy

From: Carlock, Merrie (DNR) <CarlockM@michigan.gov>
Sent: Thursday, August 17, 2017 1:38 PM
To: Deanna Dupuy
Subject: Birmingham

Deanna:

I am the Grant Coordinator for Oakland County. I cannot find any past grants for the City of Birmingham. Unless you hear otherwise from me, assume they have not had any.

Please let me know if you have any questions.

Thank you,

Merrie M. Carlock, LLA
Grant Coordinator / Grants Management
Region One – Upper Peninsula
Region Ten - Wayne, Oakland & Macomb Counties
Finance and Operations Division
Michigan Department of Natural Resources
carlockm@michigan.gov
517.284.5931

If you are writing about your grant, please always include your grant number in the subject line.

Learn about Michigan Department of Natural Resources Grant Programs:
<http://www.michigan.gov/dnr/0,4570,7-153-58225---,00.html>

Apply for Recreation Grants at MiRecGrants:
<https://secure1.state.mi.us/MIRGS/Login2.aspx?APPTHEME=MIDNR>



Click on the red envelope to receive DNR email updates or visit www.michigan.gov/dnr to



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BE IT MADE KNOWN THAT THE FOLLOWING ADVERTISEMENT APPEARED IN:

Publication: Birmingham Eccentric
Placed By: City of Birmingham
Subject: 30 Day Notice
Date of Publication: December 3, 2017

Susan Totoraitis (Susan Totoraitis), being duly sworn, deposes
and says that the advertising illustrated above/attached was published in the
Birmingham Eccentric Newspaper on the following date/s/: December 3, 2017,
INVOICE number 335604, and as an authorized employee of the Observer and
Eccentric Media, she knows well the facts stated/herein. Cost: \$86.88.

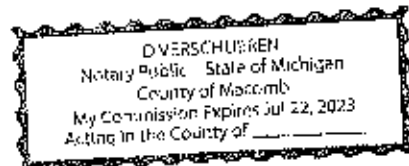
STATE OF MICHIGAN

NOTARIZED BY:

D. Verschuren

Commission Expires: July 22, 2023

(Acting in County of) Macomb Notary Public in and for said County



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VILLAGE OF BINGHAM FARMS

NOTICE is hereby given that the Village of Bingham Farms establishes its regularly scheduled meetings for calendar year 2018. Said meetings will take place on the fourth Monday of each month, except for May and December whereby the meetings will be held on May 21 and Dec. 18, 2018. Meetings are held at 7:30 p.m. in the Village of Bingham Farms Council Chambers located at 24255 Thirteen Mile Road Ste. 190, Bingham Farms, Michigan.

Kathryn P. Hagaman
Clerk

Published: December 3, 2017

LO-00000000 3d

CITY OF BIRMINGHAM

ORDINANCE NO. 2253

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, OF THE CODE OF THE CITY OF BIRMINGHAM.

ORDINANCE NO. 2254

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, OF THE CODE OF THE CITY OF BIRMINGHAM.

ORDINANCE NO. 2255

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, OF THE CODE OF THE CITY OF BIRMINGHAM.

ORDINANCE NO. 2256

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, OF THE CODE OF THE CITY OF BIRMINGHAM.

ORDINANCE NO. 2257

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, OF THE CODE OF THE CITY OF BIRMINGHAM.

ORDINANCE NO. 2258

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, OF THE CODE OF THE CITY OF BIRMINGHAM.

ORDINANCE NO. 2259

THE CITY OF BIRMINGHAM ORDAINS: AN ORDINANCE TO AMEND CHAPTER 126, ZONING, APPENDIX C, EXHIBIT 1, OF THE CODE OF THE CITY OF BIRMINGHAM.

Effective 7 days after publication

Andrew M. Harris, Mayor
J. Cherlynn Mynsberge, City Clerk

Published: December 3, 2017

LO-00000002 3d

CHARTER TOWNSHIP OF BLOOMFIELD SUMMARY OF BOARD OF TRUSTEES MEETINGS

Meeting at Township Hall

November 13, 2017

1. Public Comment

The following people addressed the Board:

- Marcia Robovitsky, 7449 Deep Run
- Ronald Fenwick, 2536 Whiteleigh
- Karen Fenwick, 2536 Whiteleigh

2. Approve Board Minutes of October 23, 2017

APPROVED

3. PUBLIC HEARING – Special Land Use/Site Plan Proposal for Rebel Boxing,

6565 Telegraph Rd.

APPROVED

The following people addressed the Board:

- Marcia Robovitsky, 7449 Deep Run

4. PUBLIC HEARING – Community Development Block Grant (CDBG)

APPROVED

The following people addressed the Board:

- Marcia Robovitsky, 7449 Deep Run

5. Introduction of Draft Water Asset Management Plan

INTRODUCED

6. Consider Approval of the Goddard Court Sanitary Sewer Payback Agreement

APPROVED

7. Introduction of Ordinance 648, Minor in Possession (MIP) Amendment

INTRODUCED

8. Consider Approval of Consent Judgment for 3355 Franklin Rd. &

7273 Wing Lake Rd.

APPROVED

9. Approve Payroll and Vouchers for 11/13/2017

APPROVED

November 27, 2017

1. Public Comment

The following people addressed the Board:

- Marcia Robovitsky, 7449 Deep Run

2. Approve Board Minutes of November 13, 2017

APPROVED

3. Consider Approval of Bloomfield Township Water Asset Management Plan

APPROVED

4. Consider Approval of the Resolution to Amend the Assessment for SAD 416

APPROVED

5. Consider Adoption of Ordinance 648, Minor in Possession (MIP) Amendment

ADOPTED

6. Introduction of the 2018 – 2019 Preliminary Budget

INTRODUCED

7. Consider Approval of the 2018 Budget for the 48th District Court

APPROVED

8. Approve Payroll and Vouchers for 11/27/2017

APPROVED

JANET RONCELLI, MMC
TOWNSHIP CLERK

Published: December 3, 2017

LO-00000004 3d

Introducing Indian Trails New Online Reservation/Payment System

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CITY OF BLOOMFIELD HILLS ZONING BOARD OF APPEALS Meeting of December 19, 2017

The regular meeting of the Zoning Board of Appeals will be held at 4:00 p.m. on Tuesday, December 19, 2017 in the City Commission Room, 45 East Long Lake Road, Bloomfield Hills, Michigan 48304-2822, Phone (248) 644-1520, Fax (248) 644-4813.

The board will consider the following requests:

- 2060 West Valley – Request for a side-yard setback variance to construct a new home.
- 273 Lakewood Drive – Request for a setback variance for installation of mechanical equipment.
- 130 E. Long Lake Road – Request for a use variance.

Complete copies of the proposal can be reviewed at City Hall during regular business hours from 8:30 a.m. to 4:30 p.m. Monday through Friday.

Dated: November 28, 2017

Published: December 3, 2017

LO-00000000 3d

CITY OF BIRMINGHAM, OAKLAND COUNTY, MICHIGAN HAS SCHEDULED A 30 DAY PUBLIC REVIEW PERIOD FOR ITS PARKS AND RECREATION MASTER PLAN

30 Day Public Review Period:

Monday, December 4, 2017 – Wednesday, January 3, 2018

Notice is given to any and all interested parties that the draft 2018 Parks and Recreation Master Plan for the City of Birmingham, Oakland County, Michigan will be available for review and comment for 30 days beginning on Monday, December 4, 2017 at the following locations during regular business hours:

- Birmingham Municipal Building, 151 Martin St.
- Birmingham Department of Public Services Building, 851 S. Eton St.
- Birmingham Ice Arena, 2300 E. Lincoln St.
- Birmingham Baldwin Public Library, 300 W. Merrill St.

The draft plan is also available for review on the following website: bhamgov.org/ParksRecPlan.

The City of Birmingham is preparing this five-year Parks and Recreation Master Plan in accordance with the Michigan Department of Natural Resources requirements. When completed, the plan will serve as a guide for the acquisition and development of community recreation facilities and programs over the next five (5) years.

All interested parties may submit comments in person or in writing by mail to Birmingham Department of Public Services, located at 851 S. Eton St., Birmingham, MI during regular business hours.

Please contact the City of Birmingham's Department of Public Services at (248) 530-1700 with questions or comments or for alternate accommodations.

Published: December 3, 2017

LO-00000004 3d

STATE OF MICHIGAN COUNTY OF OAKLAND CHARTER TOWNSHIP OF BLOOMFIELD SUMMARY OF ORDINANCE NO. 648

AN ORDINANCE TO AMEND CHAPTER 22 OFFENSES, ARTICLE VIII OFFENSES RELATED TO UNDERAGE PERSONS, DIVISION 4 – ALCOHOLIC LIQUOR, SEC. 22-370, PERSONS UNDER 21 YEARS OF AGE POSSESSING OR CONSUMING ALCOHOL, OR HAVING ANY BODILY ALCOHOL CONTENT

THE CHARTER TOWNSHIP OF BLOOMFIELD HEREBY ORDAINS:

Section 1

Sec. 22-370. - Persons under 21 years of age possessing or consuming alcohol, or having any bodily alcohol content.

(a) A person under 21 years of age shall not purchase or attempt to purchase alcoholic liquor, consume or attempt to consume alcoholic liquor, possess or attempt to possess alcoholic liquor, or have any bodily alcohol content, except as provided in this section. A person under 21 years of age who violates this subsection is responsible for a municipal civil infraction or guilty of a misdemeanor punishable by the following fines and sanctions:

(1) For the first violation of subsection (a), the person under 21 years of age is responsible for a municipal civil infraction and shall be fined not more than \$100.00. The court may order a person under 21 years of age who commits a first violation to participate in substance use disorder services, to perform community service and to undergo substance abuse screening and assessment at his or her own expense as described in subsection (e) of this section. A person under 21 years of age may be found responsible or admit responsibility only once under this subparagraph, under a similar ordinance for another community, or under the corresponding state law provision found in MCL 436.1703, as amended;

(2) If a violation of subsection (a) occurs after one prior judgment, the person under 21 years of age is guilty of a misdemeanor. A misdemeanor under this subparagraph is punishable by imprisonment for not more than 30 days if the court finds that the person under 21 years of age violated an order of probation, failed to successfully complete any treatment, screening or community service ordered by the court, or failed to pay any fine for that conviction or juvenile adjudication, or by a fine of \$200.00, or both. Further, under this subparagraph, the court may order the person under 21 years of age having one prior judgment to participate in substance use disorder services, to perform community service and to undergo substance abuse screening and assessment at his or her own expense as described in subsection (e) of this section; and

(3) If a violation of subsection (a) occurs after two or more prior judgments, the person under 21 years of age is guilty of a misdemeanor. A misdemeanor under this subsection is punishable by imprisonment for not more than 60 days, if the court finds that the person under 21 years of age violated an order of probation, failed to successfully complete any treatment, screening, or community service ordered by the court, or failed to pay any fine for that conviction or juvenile adjudication, or by a fine of \$500.00, or both. Further, under this subsection, the court may order the person under 21 years of age having two or more prior judgments to participate in substance use disorder services, to perform community service and to undergo substance abuse screening and assessment at his or her own expense as described in subsection (e) of this section.

Section 2. Repealer.

Section 3. Severability.

Section 4. Savings.

Section 5. Effective Date.

The provisions of this Ordinance shall take effect on January 1, 2018.

A complete copy of Ordinance 648 is on file in the Bloomfield Township Clerk's Office, 4200 Telegraph Road, Bloomfield Township, MI.

Janet Roncelli, MMC

Township Clerk

Published: December 3, 2017

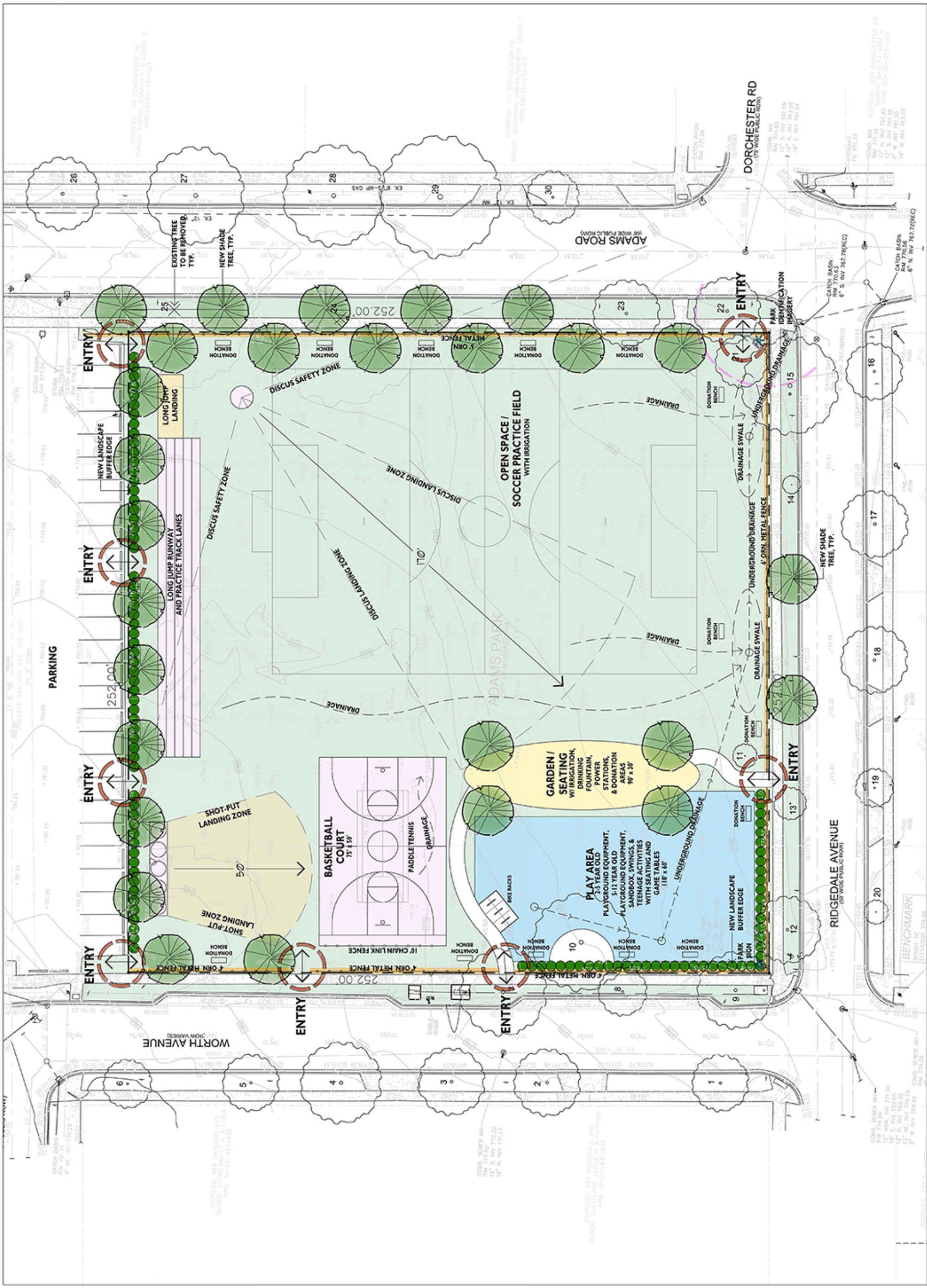
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KENNING PARK
MASTER PLAN
January 2014
The Johnson Hill Land Ethics Studio



TOTAL PARKING SPACES = 251



KENNING PARK PARKING LOT IMPROVEMENTS

BIRMINGHAM, MICHIGAN

APRIL 2014

Appendix B - Public Engagement Results

1. Summary of Facilitated Engagement
 - a. Public Engagement Report
 - b. Communications Program for Public Engagement
 - c. Stakeholder Roundtable Discussions Schedule
 - d. "Big Idea" Public Engagement Results
 - e. Distributed Surveys and Survey Results
2. Individual Responses Received During Planning Process

LET'S PLAN

BIRMINGHAM,
MICHIGAN *Parks & Recreation*

Community Outreach + Engagement Process

October 2017

Working together with the City of Birmingham parks and recreation team, McKenna coordinated and conducted various outreach events throughout the planning process for robust and open community input. Participants at such events included residents, specific parks and recreation stakeholders, and community organizations' representatives. Additional information on the publicity program is provided in Attachment 1. In total, there were four methods used as part of this program that have resulted in meaningful public engagement:

1. **Farmers Market "Field Day"** – On Sunday, September 17, 2017 the City of Birmingham parks and recreation team and McKenna conducted public engagement during the Harvest Festival Farmers Market. Teams were on-site from 9:00AM until 2:00PM to facilitate quick, fun engagement exercises with visitors to the market.
2. **Online and Hard Copy Surveys** – McKenna launched online and hard copy surveys related to the City's overall parks and recreation program, and the Ice Arena and Golf Courses specifically. Links to the surveys were made available at the City of Birmingham Parks and Recreation Master Plan Update Website and on social media. Hard copy surveys were located at strategic locations throughout the City including City Hall and the Library. Survey responses were collected for 45 days.
3. **Roundtable Discussions** – On September 21, 22, and 26, 2017, McKenna conducted Roundtable Discussions with a number of stakeholders (see attached program).
4. **Open House and Public Meeting** – On October 3, 2017, McKenna hosted an Open House before the start of the regularly scheduled Parks and Recreation Board Meeting. Using the exercises from the Farmers Market "Field Day" and open-ended comment cards, the team collected additional public input. During the Parks and Recreation Board Meeting, McKenna made a presentation on the 2018 Parks and Recreation Master Plan Planning Process and accepted public comment.

FIELD DAY EXERCISES

At the Farmers Market Field Day, residents, stakeholders and community members participated in a variety of quick and fun engagement exercises. In total, the McKenna team estimated engaging over 450 individuals during the five-hour engagement period. Participants were varied which included young families and older individuals. The following summarize the exercises and identifies common themes:

What's Your Big Idea?

Participants shared their “Parks and Recreation Big Idea” on post-it notes. The post-it notes were placed on a large display board where residents were able to read and dialogue with the facilitators regarding ideas that had already been placed on the board.

Input collected from the field day highlight family-friendly ideas such as the development of a splash pad, park design improvements for supervising multiple children, the incorporation of rubber surface materials, and universally accessible playgrounds. In addition, residents contributed ideas for capital development-focused facilities improvements like improved parking, an outdoor pool, and restrooms.

The table below shows most frequently shared Big Ideas from the Farmers Market Field Day. See Attachment 3 for a list of all shared Big Ideas, and note that there may be ideas that are not technically under the purview of the parks and recreation function, but that were considered complimentary by participants (ex. of year-round farmers market building).

“WHAT’S YOUR BIG IDEA?” FIELD DAY RESULTS

	COMMENT	TIMES MENTIONED
	Splash pad	12
	Swimming pool (outdoor)	3
	Restroom facilities	3
	Year-round farmers market building	2
	Better parking for the market—parking structure	2
	More trails	2
	Dog park with swimming hole/beach	2
	Increase playground safety surfacing in parks	2

Resource Mapping

Residents placed sticker icons depicting recreational resources (i.e. community gardens, bicycle paths, pedestrian connections, tennis courts, etc.) on display-sized maps at the locations they felt the resources were most needed.

During the Field Day, the locations with the highest amount of mapped resources were Poppleton Park and Shain Park. The resources that were most frequently placed on the map were restrooms and playgrounds.

The table below shows which parks were identified as needing additional resources from the Farmers Market Field Day. See Attachment 4 for a list of all mapped resources.

RESOURCE MAPPING RESULTS

PARK	RESOURCES MAPPED
Kenning Park	Playground (3)
Linden Park	Restrooms Seating Playground
Manor Park	Dog Park
Pembroke Park	Dog Park Restrooms
Poppleton Park	Dog Park Seating WIFI Access Restroom Community Garden Crosswalks Write In: "Pine Trees" (2) Write In: "Tree Screening for noise."
Quarton Lake Trail	Playgrounds (2) WIFI Access
Shain Park	Community Garden WIFI Access Fitness Trash/Recycle Receptacle
St. James Park	Playground
West Lincoln Well Site	Playgrounds (2) Seating

Sentence Starters

Attendees were given a white board with a sentence starter, and asked to complete the sentence. With permission of the individual, staff took a photo to collect qualitative information on what residents' value about Birmingham parks.

"A perfect day at the park involves: lots of happy kids!"



ONLINE AND HARD COPY SURVEYS

An important component of the public engagement program for the 2018 Parks and Recreation Master Plan is the online and "hard copy" survey (see attachment 6). In addition to the 2018 Parks and Recreation Master Plan Survey, the team has also generated Ice Arena and Golf Course specific surveys. The surveys were designed to take less than 10 minutes for respondents to complete, and were straightforward and simply worded.

At the end of the survey period, the City received the following number of survey responses:

- 2018 Parks and Recreation Master Plan Survey: 417 responses
- 2018 Parks and Recreation Golf Courses Survey: 324 responses
- 2018 Parks and Recreation Ice Arena Survey: 260 responses

Most of the completed surveys were from residents between the ages of 35-49 and 50-64, 38% and 37% of all responses respectively. Individuals aged 65 and better made up 15% of all responses and just 10% of the responses were from individuals 18-34 years old. No responses were received from individuals 17 and younger.

Individuals in Quadrants B (north of Maple, east of Woodward) and D (south of Maple, west of Woodward) were equally represented, each accounting for 34% of the total survey responses. Quadrant

A (north of Maple, west of Woodward) and Quadrant C (south of Maple, east of Woodward) were also represented accounting for 17% and 16% of all survey responses.

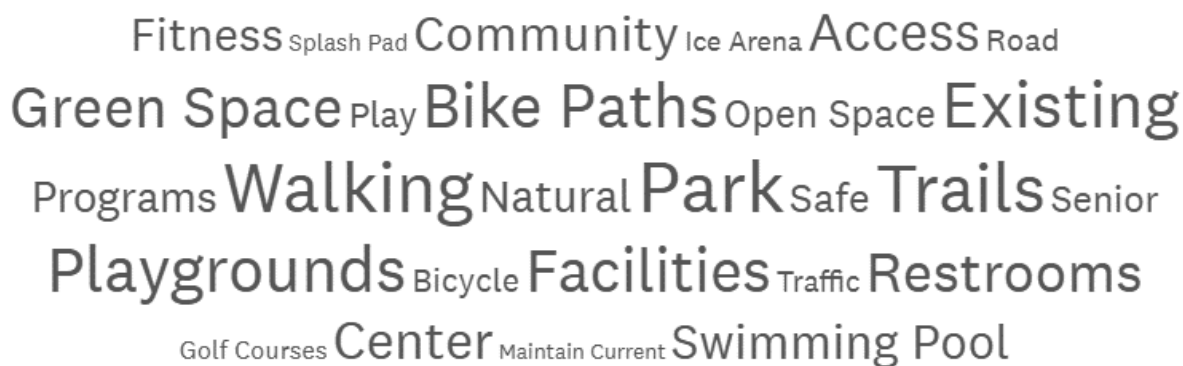
Generally, residents were familiar with the facilities and programs offered by Birmingham Parks and Recreation (88%). While most reported using parks for exercise, fitness, and casual sports (87%) followed by children's play and cultural events (45% each).

Overall the survey sought to gauge to what degree residents value the parks and recreation system, if the current parks and recreation facilities meet the needs of residents, and what should be the Department's future priorities.

Overwhelmingly, participants recognized the importance of parks and recreation programs to their quality of life, regardless of if they use the programs on a regular basis (99% of all respondents). Respondents largely rated the maintenance of parks and recreation facilities, availability of public spaces, and overall existing outdoor facilities to be excellent or good (over 80%). Similarly, over 60% of residents reported that the existing parkland, playgrounds, community and special events, and golf courses meet the needs of the community. However, over 50% of respondents reported that the existing walking and biking trails fall short of the needs of the community and over 30% agreed that the available WIFI connections, environmental/nature education programs, and aquatic programs also fall short of the needs of the community.

When asked what new or enhanced opportunities residents would like to see within the City, nearly 47% of all respondents choose hiking/walking trails, followed by restrooms (44%), adult fitness and wellness (36%), community gardens (33%), and bicycling (32%). These responses were similar to the open-ended questions that asked what residents felt are the top three recreational priorities for Birmingham in the next 10 years. The word cloud below shows the most frequently used phrases for respondents' number one priorities.

RESPONSES: WHAT DO YOU FEEL ARE THE TOP THREE (3) RECREATIONAL PRIORITIES FOR BIRMINGHAM IN THE NEXT 10 YEARS?

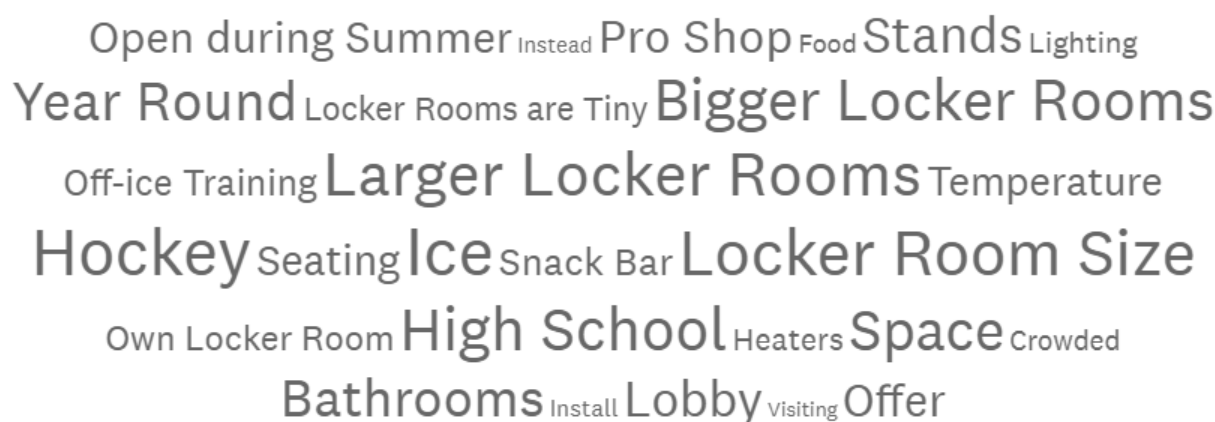


The Ice Sports Arena and Golf Course Surveys sought to understand specific users experience with each facility. Respondents experiences with the golf courses were positive. Nearly 93% of all respondents reported satisfaction with the City of Birmingham Golf Course with 56% of all respondents living in

Birmingham. Half of respondents felt that the City should prioritize the golf course the same as other parks within the city. Improvements suggestions included: improved general maintenance, speed of play and the greens, and improved bunkers/sand traps.

Respondents to the Ice Sports Arena were split 58% residents, 42% nonresidents. Satisfaction with the facility was mixed; 47% of respondents reported satisfaction with 59% of survey respondents believing that the City of Birmingham should prioritize improvements to the Ice Arena more than other parks. 42% of respondents are willing to pay between zero and ten percent more in fees for improvements. While, 38% of respondents would be willing to pay more than 10% in increased fees for improvements. The word cloud below shows the most commonly provided suggestions for improvement to the Ice Sports Arena, with larger locker rooms being mentioned approximately 100 times.

RESPONSES: WHAT DO YOU THINK COULD BE IMPROVED? (ICE SPORTS ARENA)



ROUNDTABLE DISCUSSIONS

McKenna organized and facilitated, with the support of the City, six Roundtable Discussions over three days. The Roundtable Discussions ensured that representatives from specific stakeholder groups were able to provide feedback about their organization's perceived parks and recreation needs. The following are major themes that emerged from each roundtable discussion:

Department Heads and Boards and Commissions Liaisons

- Coordination with other city planning and development efforts, such as the Multimodal Plan, Eton Road Plan, Triangle Plan, Bates Street Extension, Activating Urban Public Space (Alleys and Passages Plan)
- Birmingham's parks should function as a system with each park as a connection to something significant within the City
- If planned and designed correctly, restrooms at certain parks may be an option

Greenwood Cemetery Advisory/Library Director/Museum Director

- The Birmingham Museum is an important park asset and collaboration between leadership is an important component of securing funding for major system improvements, such as trail connections and access to the Rouge
- The Birmingham Museum is about to undertake a Master Planning process

- The Greenwood Cemetery is currently in the process of starting a Master Plan Process
- The Greenwood Cemetery offers a historic and beautiful greenspace for quiet respite

Birmingham Shopping District

- There is potential for additional private-public partnerships at downtown parks, especially during special events (Dream Cruise)
- Create a connection across Woodward Avenue. Consider aspirational designs like the Rose Fitzgerald Kennedy Greenway in Boston to connect neighborhoods with linear public space (over roadway?)
- Shop owners believe that additional programming at public spaces may bring people into stores

Birmingham Public Schools (BPS)

- Both the public schools and the parks find it difficult to meet the demands of larger sports associations because of limited amounts of property
- The BPS partnership with NEXT (Senior Group) has been very successful- Parks and Recreation may consider expanding on their partnership

Leagues, Associations, and Nonprofit Providers

- Providers appreciate the quality of Birmingham's parks
- Recreation providers are willing to partner with the City to improve facilities for their programs (e.g., baseball at Kenning Park, tennis/platform tennis at Kenning Park, bathrooms or storage at St. James Park)

Neighborhood Associations

- Many residents appreciate the parks- they function as a 3rd space for residents and their families
- There are some drainage problems that should be addressed, especially the water collection area on or near Adams Park
- There are significant concerns about non-motorized transportation throughout the City, difficulty crossing Woodward seen as a barrier between east and west sides
- Residents would like to see park and multimodal connections prioritized in the City's budgeting process

OPEN HOUSE AND PUBLIC MEETING

During the Open House, residents, stakeholders and community members participated in a the same quick and fun engagement exercises that were available at the Farmers Market Field Day. An estimated thirty to forty residents participated in the Open House and attended the following presentation. The participants generally were older couples and individuals. The following summarize the exercises and identifies common themes:

What's Your Big Idea?

Similar to the field day exercise, participants were prompted to share their "Big Idea" for Birmingham Parks and Recreation. The Big Ideas received at the Open House reflected the needs of the specific residents that were present the Open House. Common themes that emerged

were multimodal connections, the desire for natural resource management, and capital improvements.

The table below highlights some of “The Big Ideas” that emerged by theme from the Open House (see Attachment 3 for a list of all shared Big Ideas).

“WHAT’S YOUR BIG IDEA?” FIELD DAY RESULTS

MULTIMODAL CONNECTIONS	NATURAL RESOURCE MANAGEMENT	CAPITAL IMPROVEMENTS
Better bike connections between parks	Utilize grey water for landscaping	Add shade structures at Barnum Park
Add paved walkways for those unsteady on their feet, use walkers, or for children	Locate solar panels at parks/open space	Add outdoor museum or historical playground at Birmingham Museum
Improve and enforce crosswalks near parks	Native plants and community gardens	Bridge over the Rouge to connect Lynn Smith Park and Linden Park
Traffic calming near parks	Provide interpretive signage that educates park users about native plants, birds, and insects	Restrooms or porta johns near tennis courts and specific holes at Lincoln Hills Golf Course

Resource Mapping

Using the same maps and icons from the Field Day exercise, participants were prompted to identify and map resources that they felt were needed throughout the Birmingham parks system. Participants favored passive improvements to the parks like trash/recycle receptacles, walking and biking paths, drinking fountains, and accessibility improvements. Resources were mapped most frequently at Adams Park and Poppleton Park. For a complete list of the resources mapped see attachment 4.

Open Ended Comments

Participants were asked to provide additional input through open-ended comment cards. In total, ten comment cards were submitted by the end of Open House and Presentation. Many of the comments submitted expressed the desire to preserve the green space at Kenning Park and Poppleton Park. Comments suggesting the addition of pickleball courts and a bridge to connect Linn Smith Park and Linden Park were also provided. The full list of comments is available in attachment 65

LET'S PLAN

BIRMINGHAM,
MICHIGAN *Parks & Recreation*

Communications Program for Public Engagement

September, 2017

Engagement Methods 1 & 2: Birmingham Field Day & Open House

The public meetings will provide the planning team the opportunity to engage the residents face-to-face. During the Field Day and Open House, residents will have the opportunity to participate in a variety of activities to provoke thoughtful feedback.

The Field Day and Open House will be staffed by McKenna, but publicity support will be provided by the City of Birmingham. Below is the publicity program to ensure meaningful resident attendance during the events.

EVENTS

1. CITY OF BIRMINGHAM FARMERS MARKET

- a. The Birmingham Field Day event will be held on September 17 from 9am to 2pm at the Birmingham Farmers Market located at 521 Brookside Avenue. The weekly Farmers Market features over 70 vendors and serves as a popular shopping and community event.

2. PARKS AND RECREATION BOARD MEETING

- a. The Open House will be held on October 3 at 6:00pm to 7:30pm during one of the Parks and Recreation Board regular monthly meetings.

POTENTIAL PUBLICITY AND MARKETING METHODS

1. CITY WEBSITE

- a. Invite information about the Public Meetings should be advertised on the city website's homepage, on the project webpage, and on the City Calendar.

2. POSTER ADVERTISING

- a. Graphic Flyers, supplied by McKenna, should be posted at City Hall, the Library, the Ice Arena, both Golf Courses, the Baldwin House, the All Seasons Senior Housing

Community, the shopping districts bulletin board locations, and all other sites the City deems appropriate. The flyers will advertise the Field Day, Open House and all other public engagement opportunities.

3. CABLE TV

- a. The City can provide information on the Cable TV station, directing viewers to the City's home page event invite.
- b. *Sample language: "Attention residents! Join the City of Birmingham Parks and Recreation Department at the Farmers Market on Sunday, September 17 from 9am to 2pm to discuss the future of Birmingham parks and recreation, from park maintenance to recreational programming. Please visit the City's website at <http://www.bhamgov.org/ParksRecPlan> for more details. Thank you for your interest in the future of our parks and recreation programming."*
- c. *Sample language: "You are invited to a Public Open House! Join the City of Birmingham Parks and Recreation Department for an Open House and presentation by our consultants, McKenna Associates, on Tuesday, October 3rd. The Open House will take place from 6:00 to 6:30pm, with the Parks and Recreation Board meeting / presentation beginning at 6:30pm; both events will take place at the City of Birmingham Public Services Building (851 S Eton St.). Please visit the City's project website at <http://www.bhamgov.org/ParksRecPlan> for more details."*

4. ANNOUNCEMENTS DURING PUBLIC MEETINGS

- a. City Administration should announce the Field Day and Open during all public meetings or interactions with groups of residents.

5. SOCIAL MEDIA

- a. The City can provide a link to the event invite on Social Media sites such as, Facebook and Twitter, and send periodic reminders.
- b. *Sample language: "Attention residents! Join the City of Birmingham Parks and Recreation Department at the Farmers Market on Sunday, September 17 from 9am to 2pm to discuss the future of Birmingham parks and recreation, from park maintenance to recreational programming. Please visit the City's website at <http://www.bhamgov.org/ParksRecPlan> for more details. Thank you for your interest in the future of our parks and recreation programming."*
- c. *Sample language: "You are invited to attend the 2018 Parks and Recreation Master Plan Open House and presentation by our consultants, McKenna Associates, on Tuesday, October 3rd. The Open House will take place from 6:00 to 6:30pm, with the Parks and Recreation Board meeting / presentation beginning at 6:30pm; both events will take place at the City of Birmingham Public Services Building (851 S Eton St.). Please visit the City's project website at <http://www.bhamgov.org/ParksRecPlan> for more details."*

6. QUARTERLY NEWSLETTER

- a. A short description of the Parks and Recreation Master Planning Process, an invitation to the Open House, and a link to the survey (see below) will be included in the quarterly newsletter mailed all residents.
- b. *City-Approved Language: Our Parks and Recreation Plan, last updated in 2012, is an important resource that Birmingham’s elected and appointed officials and City Administration use to strategically guide the development, maintenance, and programming of our City parks. The Parks and Recreation Board is currently preparing an updated plan to be adopted in 2018, and is seeking your input to help guide the future of Birmingham’s parks and recreation choices.*
Join us for a project-specific Open House and presentation by our consultants, McKenna Associates, on Tuesday, October 3rd. The Open House will take place from 6:00 to 6:30pm, with the Parks and Recreation Board meeting / presentation beginning at 6:30pm; both events will take place at the City of Birmingham Public Services Building (851 S Eton St.). Please visit the City’s project website at <http://www.bhamgov.org/ParksRecPlan> for more details.
The City is also gathering resident feedback through an online and hard copy survey. Your input is needed before October 15th! The survey is available online OR visit City Hall, the Birmingham Ice Arena, or the Baldwin Public Library to pick up a hard copy. Please call the Parks and Recreation Manager, Carrie Laird, at (248)530-1714 with questions, to request additional information, or to provide input.
Thank you for your interest in the future of our parks and recreation planning.

Engagement Method 3: Survey

An important component of the public engagement program for the 2018 Parks and Recreation Master Plan is the online and “hard copy” survey (attached). The survey has been designed to take less than 10 minutes for respondents to complete, and is straightforward and simply worded. We have established a goal of receiving at least 300 responses to the survey.

Below is vital information for the survey and how it will best be administered by the City of Birmingham, with support by McKenna.

METHODS FOR ACCESSING SURVEY

1. ONLINE

- a. The survey is being conducted on the survey website called Survey Monkey, and can be accessed at <https://www.surveymonkey.com/r/BhamParksRecSurvey>
- b. The link can be copied and pasted into emails, onto handouts, or any other means of publicity, and will work by following the link or typing the address into a web browser (i.e. Internet Explorer, Google Chrome, etc.).

2. HARD COPY

- a. Survey Monkey provides for creating PDF versions of the online survey, which can be printed and distributed in hard copy format. This is considered a best practice and

crucial element to the survey process, since not all constituents are able to easily navigate the internet, nor do they all have access.

- b. The hard copy surveys must be gathered and returned to McKenna to be inputted into the online format because Survey Monkey generates automatic reports concerning results.

SURVEY DATES

1. SURVEY OPEN: SEPTEMBER 01, 2017
2. SURVEY CLOSED: OCTOBER 15, 2017

POTENTIAL PUBLICITY AND DISTRIBUTION METHODS

1. CITY WEBSITE

- a. The survey should be linked on the home page of the City's website; this will be the primary access to the survey for all online respondents.

2. PUBLIC PICK UP LOCATIONS

- a. The attached PDF of the survey should be printed and put on display in City Hall, the Library, the Ice Arena, both Golf Courses, The Baldwin House, and All Seasons Senior Housing with a person designated to collect filled out surveys and put into an envelope or folder for McKenna to pick up once the survey is complete.

3. NIXLE (IF CITY USES THIS OR SIMILAR MUNICIPAL SERVICE)

- a. The City can provide a link on Nixle to the website on the home page; should include close date for the survey, and send periodic reminders.
- b. Sample language: *"Attention residents! Your input is needed before October 15th to guide the future of Birmingham's parks and recreation, from park maintenance to recreational programming. Please visit the City's website at <http://www.bhamgov.org/ParksRecPlan> for a link to the survey OR visit City Hall or the Library to pick up a hard copy. Thank you for your interest in the future of our parks and recreation programming."*

4. CABLE TV

- a. The City can provide information on the Cable TV station, directing viewers to the City's home page link to the survey, or to pick up a copy at City Hall or the Library.
- b. Sample language: *"Attention residents! Your input is needed before October 15th to guide the future of Birmingham's parks and recreation, from park maintenance to recreational programming. Please visit the City's website at <http://www.bhamgov.org/> for a link to the survey OR visit City Hall or the Library to pick up a hard copy. Thank you for your interest in the future of our parks and recreation programming."*

5. EMAIL TO COUNCIL, BOARDS, COMMISSIONS, AND NEIGHBORHOOD GROUPS

- a. City Administration should distribute the link to the survey to members of all Boards and Commissions for whom you have an email address. If the City has email addresses or contact information for neighborhood groups / block clubs, you could also distribute the link to those community groups.

- b. Sample language: *Dear Council, Board or Commission member, or neighborhood representative, for the City of Birmingham-*

The City is in the process of updating our Parks and Recreation Master Plan, and are putting in a sincere effort to gather as many responses to an online and hard copy survey as possible. Thus, we write to you asking you to 1) take the online survey at <https://www.surveymonkey.com/r/BhamParksRecSurvey> or fill out a hard copy of the survey at City Hall AND 2) forward this email to 10 of your City of Birmingham friends and neighbors, requesting that they too take the survey. The deadline is October 15th, 2017 – please contact Carrie Laird, claird@bhamgov.org or (248) 530-1700 with any questions. Thank you so much for your support, interest and passion for our great City of Birmingham!”

6. ANNOUNCEMENTS DURING PUBLIC MEETINGS

- a. City Administration should announce the survey during all public meetings or interactions with groups of residents.

7. NEWS ARTICLE

- a. City Administration may wish to contact the local reporter for the newspaper, and share that the City is performing a survey. McKenna can help support these efforts if desired by the City.

8. SOCIAL MEDIA

- a. City Administration can provide a link on Social Media sites such as, Facebook and Twitter, and should include close date for the survey, and send periodic reminders.
- b. Sample language: “Attention residents! Your input is needed before October 15th to guide the future of Birmingham’s parks and recreation, from park maintenance to recreational programming. To take the survey please visit <https://www.surveymonkey.com/r/BhamParksRecSurvey> OR visit City Hall or the Library to pick up a hard copy. Thank you for your interest in the future of our parks and recreation programming.”
- c. City Administration may also post on Social Media image content generated at the field day (pictures of residents, activity outputs) with similar language.

9. QUARTERLY NEWSLETTER

- a. A short description of the Parks and Recreation Master Planning Process, an invitation to the Open House, and a link to the survey will be included in the quarterly newsletter mailed all residents.
- b. *Sample Language: See above.*

Engagement Method 4: Roundtable Discussions

McKenna will organize and facilitate, with the support of the City, four or five Roundtable Discussions over two days. The Roundtable Discussions will ensure that representatives from specific interest groups can provide feedback about their organization’s parks and recreation needs. In addition, these roundtable discussions are a critical means of engaging the stakeholder groups who may not be easily

involved in large event public participation methods, such as residents with disabilities, the elderly, youth, and/or lower-income groups.

STAKEHOLDER GROUPS

1. BOARDS, COMMISSIONS, AGENCIES, AND PUBLIC GROUPS
2. SPECIAL INTEREST GROUPS
3. LEAGUES, ASSOCIATIONS, PRIVATE PARTNERSHIP
4. NEIGHBORHOOD ASSOCIATIONS

POTENTIAL PUBLICITY AND MARKETING METHODS

1. INVITATION

- a. Representatives from each stakeholder group will be emailed an invitation requesting their presence at the roundtable discussion.

- b. *Invitations for each Roundtable Discussion attached.*
Sample Language: Presently, the City of Birmingham, as required by the Michigan Department of Natural Resources (MDNR), is undertaking its Five-Year Parks and Recreation Master Plan update. The effort includes significant participation by Birmingham residents, stakeholders and specific interest groups representing the diverse needs of parks and recreation users.

Boards, commissions, City departments and other public agencies play a vital role in the development, maintenance, and programming of parks and recreation facilities in the City of Birmingham. We want to hear your experiences, challenges, and opinions regarding the recreation programs, services, and facilities that Birmingham offers. Please consider attending the below roundtable discussion session:

Thursday, September 21, 2017

1:00 - 5:00 PM

Birmingham Municipal Building- Conference Room

151 Martin St.

Birmingham, MI 48009

Light refreshments will be provided.

RSVP by [insert date] to Carrie Laird, Birmingham Parks and Recreation Manager, by responding to this email. Please call Carrie at (248) 530-1642 with any questions. Hope to see you there!

IMPORTANT GROUPS

1. THE STATE OF MICHIGAN, WHICH GUIDES PREPARATION OF PLANS, VALUES OUTREACH TO SPECIFIC GROUPS, AS FOLLOW:

- a. **Seniors** – Hard copies of the survey will be distributed to two retirement communities; the Baldwin House and All Seasons. In addition, the survey link will be shared with NEXT, Birmingham’s senior group. Representatives from senior groups will be invited to attend the Specific Interest Groups Roundtable Discussion.

- b. **Persons with Disabilities** – The survey link will be shared with FAR Therapeutic Arts and Recreation, a nonprofit organization that provides arts and recreation programs to persons with disabilities. Representative from organizations that provide recreational programming and advocacy for persons with disabilities will be invited to attend the Specific Interest Groups Roundtable Discussion.
- c. **Youth** – The survey link will be shared with the Birmingham Youth Assistance Organization and with the Birmingham Public Schools’ administration. Representatives from both organizations will be invited to attend the Specific Interest Group and Public Groups Roundtable Discussions respectively. In addition, representatives from the various youth sports leagues will be invited to attend the Leagues, Associations, and Private Recreation Providers Roundtable Discussion.

Please contact Sarah Traxler, AICP at straxler@mcka.com or Laura Haw, AICP at lhaw@mcka.com with any questions, or if we can be of further assistance. Thank you.

LET'S PLAN

BIRMINGHAM, MICHIGAN *Parks & Recreation*

Stakeholder Roundtable Discussions Schedule

September 13, 2017

Thursday, September 21, 2017 – Birmingham Municipal Building (Conference Room)	
1:00 – 2:00 pm	Department Heads (Community Development, Planning, Engineering, Police, Fire)
2:00 - 2:15 pm	<i>Transition</i>
2:15 – 3:00 pm	Greenwood Cemetery Advisory Board (City Clerk) / Library Director / Museum Director
3:00 - 3:15 pm	<i>Transition</i>
3:15 – 4:00 pm	Birmingham Shopping District Director
4:00 - 4:15 pm	<i>Transition</i>
4:15 – 5:00 pm	Birmingham Community Education / Public Schools Representatives
Friday, September 22, 2017 – Birmingham Department Public Services Building (Conference Room)	
8:30 - 10:00 am	Leagues and Associations / Public Private Recreation Providers
10:00 - 10:30 am	<i>Transition</i>
10:30 - 12:00 pm	Specific Interest Groups
12:00 - 12:30 pm	<i>Transition</i>
12:30 - 2:00 pm	Neighborhood Associations
2:00 pm	<i>Wrap Up</i>

Boards, Commissions, Agencies, and Public Groups

Birmingham Community Education
Birmingham Shopping District Board
Birmingham Public Schools
Birmingham Triangle District Corridor Improvement Authority
Brownfield Redevelopment Authority
City of Birmingham Department Heads
Design Review Board
Greenwood Cemetery Advisory Board
Historic District Commission
Historic District Study Committee
Library Board
Martha Baldwin Park Board
Michigan Department of Natural Resources (MDNR)
Multi-Modal Transportation Board
Museum Board
Public Arts Board
Public Space Activation Subcommittee

Leagues and Associations/Public Private Recreation Providers

Birmingham Baseball Little League
Birmingham Beverly Hills Church Softball League
Birmingham Figure Skating Club
Birmingham Girls Softball League
Birmingham Hockey Association
Birmingham Racquet Club
Birmingham United Soccer
Birmingham YMCA
Birmingham-Bloomfield Soccer Club
Eton Academy
First United Methodist Church
Forest Hills Swim Club
Holy Name Hurricane Club - Holy Name School
Our Shepherd Lutheran
Roeper School
The Community House

Specific Interest Groups

All Seasons of Birmingham (Senior Housing)
Baldwin House (Senior Housing)
Birmingham Education Foundation (BEF)
Birmingham Youth Assistance Organization
NEXT

Neighborhood Associations

Birmingham Estates Homeowners Association

Birmingham Farms Neighborhood Association

Birmingham Villas Association

Buckingham Village Condo Association

Central Birmingham Residents

Cinderilla Patch

Coryell Park Association

Crestview Subdivision Association

Hazel/Chestnut/Forest Association

Hidden Ravines Association

Highland View Association

Howarth Park Neighborhood Association

Little San Francisco Neighborhood Association

Maple Village Condo Association

Mill Pond Association

Pembrook Manor Association

Pierce / St. James Association

Pleasant Street Neighborhood Association

Quarton Lake

Sheffield Homeowners

South Poppleton Association

Torry Community

LET'S PLAN

BIRMINGHAM,
MICHIGAN

Parks & Recreation

“Big Idea” Public Engagement Results

FIELD DAY RESULTS

September 17, 2017 Farmers Market booth

COMMENT	TIMES MENTIONED
Splash pad	12
Swimming pool (outdoor)	3
Restroom Facilities	3
Year round farmers market building	2
Better parking for the market—parking structure	2
More trails	2
Dog park with swimming hole/beach	2
Increase rubber surface in the parks	2
Dog park off Eaton & Lincoln	
Surf pool	
Bouncing pillow pad	
Retrofit swing sets so all ages are side by side	
Place slides in the shade	
Walking bridge on Woodward	
Pickle Ball court	
Play equipment for ADA and handicap children	
Bicycle lanes	
Focus on World Class Design	
Beautify Adams Park	
Place Adams Park in the budget	
Mini library (little boxes)	
Community Garden corner of Maple/Woodward	

Tire swing	
Signs at trails (point to) Wayfinding	
Need Band Shell in Shain Park	
Sight lines better at Booth Park	
Move trees & Booth Park for clear line of sight	
Statues like Holland Michigan	
Do not change parking in Poppleton Park	
Allocate funding for parks	
Continue programming public spaces for continued interaction	
A natural playground	
Safety when bringing multiple children	
Webcam at the dog park	
People love their dogs, dogs love parks	
“Make sure that you pick up at least 10 pieces of trash every time you go to a park” – kid wrote	

OPEN HOUSE RESULTS

October 3, 2017- Open House

COMMENT	TIMES MENTIONED
Bike connection between parks	1
2 more shade structures in Barnum Park	2
Leave the Rouse River in as natural state as possible	1
Greywater to water plants in parks using City Hall greywater	1
Public solar and wind projects, Royal Oak example perhaps?	1
Green Energy-using solar/wind to light our own parks	1
Chimneys for chimney swifts	1
Use open land for geothermal heating	1
Outdoor museum area at museum	1
Historical games/playground at museum	1
More room for creatures	1
Bridge over Rouge/Lynn Smith and Linden Park	2
Native gardens and grass areas in Barnum to support insects and birds	1
Plant more trees, plants and wild flowers	2
Enforce crosswalks	2
Dig our own wells to water grass & flowers	1

Bathroom at #5 Springdale	2
Raingarden-Rain barrels where appropriate-set the standard	1
Community Garden somewhere in this town	1
More walking trails	1
Use parks to educate-use charts, placecards, insect ID, etc. "see if you can find _____ kind of tree, etc.	1
Adams Park- implement plan asap	1
Splash pad/fountain in Barnum or any park	1
Leave Kenning Park as quiet as it is	1
More walkways for those who are unsteady on their feet or use walkers	1
Keep Wi-Fi outlets out of the Park system. Let us have some spots where we can have peace and quiet.	1
Radar speed signs on M-1 near Oak Crossings	1
There is nothing wrong with simplicity	1
Porta Johns for tennis courts	1
Change #9 @ Springdale to #5	1

LET'S PLAN

BIRMINGHAM,
MICHIGAN

Parks & Recreation

“Resource Mapping” Public Engagement Results

Icon key:



FIELD DAY RESULTS

September 17, 2017 Farmers Market booth

PARK NAME	RECOMMENDED RESOURCES
Adams Park	Playground (3) Seating Walking Paths Community Garden
Birmingham Museum	---
Baldwin Well Site	Write In: "Maple Rd. bridge for pedestrians." Trash / Recycle Receptacle
Barnum Park	Restrooms (3) Dog Park (4) Community Garden Write In: "More shade over playground." Write In: "Pickle Ball court."
Booth Park	Restrooms (2) Security Improvements Dog Park (2)
Booth Trail	Fitness Community Garden Trash / Recycle Receptacle Write In: "Signage for route for Maple/Willeets."
Crestview Park	Drinking Fountain
Derby Well Site	---
Howarth Park	---
Ice Sports Arena	---
Kenning Park	Playground (3)
Kenning Park Skate Park	---
Lincoln Hills Dog Park	---
Lincoln Hills Golf Course	---
Linden Park	Restrooms Seating Playground
Linn-Smith Park	---
Manor Park	Dog Park
Martha Bladwin Park	---
Pembroke Park	Dog Park

	Restrooms
Poppleton Park	Dog Park Seating WIFI Access Restroom Community Garden Crosswalks Write In: "Pine Trees" (2) Write In: "Tree Screening for noise."
Pump House Park	---
Quarton Lake Park	---
Quarton Tennis Court	---
Quarton Lake Trail	Playgrounds (2) WIFI access
Redding Well Site	---
Shain Park	Community Garden WIFI Access Fitness Trash / Recycle Receptacle
South Well Site	---
Springdale Golf Course	---
Springdale Park	---
St. James Park	Playground
West Lincoln Well Site	Playgrounds (2) Seating

OPEN HOUSE RESULTS

October 3, 2017- Open House

<p><u>Linden Park & Trail</u> Trash/Recycle Receptacle Walking Paths</p> <p><u>Linn-Smith Park</u> Bridge</p> <p><u>Martha Baldwin Park</u> Walking Paths</p> <p><u>Howarth Park</u> Trash/Recycle Receptacle</p> <p><u>Kenning Park</u> Trash/Recycle Receptacle Walking Paths</p> <p><u>St. James Park</u> Trash/Recycle Receptacle Walking Paths Biking Paths</p> <p><u>Barnum Center</u> Trash/Recycle Receptacle Lighting</p> <p><u>Adams Park</u> Walking Paths Community Garden Playground Repairs</p>	<p><u>Pembroke Park</u> Trash/Recycle Receptacle Biking Paths</p> <p><u>Derby Well Site</u> Trash/Recycle Receptacle Walking Paths</p> <p><u>Manor Park</u> Biking Paths</p> <p><u>Poppleton Park</u> Community Garden Walking Paths Drinking Fountain Restrooms Accessibility Improvements Biking Paths</p> <p><u>Quarton Lake Park</u> Trash/ Recycle Receptacle</p> <p><u>Crestview Park</u> Trash/ Recycle Receptacle</p>
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LET'S PLAN

BIRMINGHAM,
MICHIGAN *Parks & Recreation*

“Open Ended Comments” Public Engagement Results

OPEN HOUSE RESULTS

October 3, 2017- Open House

- I would very much like to see Poppleton Park remain completely green. It is perhaps the only undeveloped green space, and I'd like to see it remain green, as is, for all to enjoy as is. More trees would be wonderful.
- Keep Kenning Park Green – Open spaces, trees, and well maintained. Kids love to run and play without structured interference to navigate.
- Leave space for kids to run and imagine whatever they want the park to be – Green is good!! Heavy traffic is not. A park should be free of too much structure.
- Kenning Park – Preserve open space at Kenning Park – leave baseball where it is – maybe reconfigure if anything....but don't move diamonds or take any trees down.
- Kenning Park – Cheltenham and Haynes – quiet neighborhood, having a track would cause congestion in parking on the street.
- Birmingham needs pickle-ball courts, this is a very popular sport and it is a shame that we have to go outside the community to play. Look at Royal Oak Parks and Recreation there are many places to play.

City of Birmingham, MI Parks & Recreation Master Plan Survey



Why have you been asked to take a survey about parks and recreation in Birmingham?

The City of Birmingham, Department of Public Services is currently updating the City's Parks and Recreation Master Plan, with assistance by its consultant, McKenna Associates. This plan helps guide parks and recreation prioritization, and will span a five-year period – 2018 to 2022. The Parks and Recreation Master Plan is also used as a basis for applying to obtain grants and other funding for parks and recreation projects.

We respectfully request Birmingham residents' input about your experiences and opinions regarding the programs, services, and facilities that Birmingham offers. Your participation is crucial to helping Birmingham make the best choices in parks and recreation.

The following anonymous survey will take roughly 10 minutes to complete; the survey will be closed on Sunday, October 15, 2017. Thank you for your participation!

If you have any questions or additional comments, please contact Sarah Traxler, AICP, NCI (McKenna Associates) at straxler@mcka.com.

*Paper copies may be returned to the location where they were picked up or mailed to: Attn: Carrie Laird, City of Birmingham Public Services Building, 851 S. Eton Street, Birmingham, MI 48009 before Sunday, October 15, 2017.

* 1. Are you familiar with the facilities and programs offered by the Birmingham Parks and Recreation division of the Department of Public Services?

☐ Yes

☐ No

2. As a resident, what facilities do you most frequently visit? (please select all that apply)

- | | | |
|--|--|---|
| <input type="checkbox"/> Adams Park | <input type="checkbox"/> Kenning Park Skate Park | <input type="checkbox"/> Quarton Lake |
| <input type="checkbox"/> Birmingham Museum | <input type="checkbox"/> Lincoln Hills Dog Park | <input type="checkbox"/> Quarton Tennis Court |
| <input type="checkbox"/> Baldwin Well Site | <input type="checkbox"/> Lincoln Hills Golf Course | <input type="checkbox"/> Redding Well Site |
| <input type="checkbox"/> Barnum Park | <input type="checkbox"/> Linden Park | <input type="checkbox"/> Shain Park |
| <input type="checkbox"/> Booth Park | <input type="checkbox"/> Linn-Smith Park | <input type="checkbox"/> South Well Site |
| <input type="checkbox"/> Crestview Park | <input type="checkbox"/> Manor Park | <input type="checkbox"/> Springdale Golf Course |
| <input type="checkbox"/> Derby Well Site | <input type="checkbox"/> Martha Baldwin Park | <input type="checkbox"/> Springdale Park |
| <input type="checkbox"/> Howarth Park | <input type="checkbox"/> Pembroke Park | <input type="checkbox"/> St. James Park |
| <input type="checkbox"/> Ice Sports Arena | <input type="checkbox"/> Poppleton Park | <input type="checkbox"/> West Lincoln Well Site |
| <input type="checkbox"/> Kenning Park | <input type="checkbox"/> Pump House Park | |

3. Which one of the following three statements comes closest to the way you feel about parks and programs in your community?

- ☐ Members of my household use Parks and recreation programs on a regular basis, and I believe that these services are important to quality of life.
- ☐ Although members of my household do not use Parks and recreation programs frequently, I believe that these services are important to quality of life.
- ☐ Parks and recreation programs are not important to quality of life.

4. In general, what kind of recreation / leisure activities do you and your family members participate in? (select all that apply)

- ☐ Exercise / Fitness / Casual Sports
- ☐ Organized Team Sports
- ☐ Cultural Events
- ☐ Classes / Enrichment Programs
- ☐ Children's Play
- ☐ Nature Study / Gardening

5. Please rate the following aspects of public parks, recreation facilities, and spaces in Birmingham:

	Excellent	Good	Fair	Poor	N/A
Overall existing outdoor facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall indoor facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Variety of parks and recreation facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintenance of parks and recreation facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability of public spaces where people want to spend time and feel safe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability of walking paths (including sidewalks)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Availability of bike facilities and paths	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. If you do not frequent City parks, recreation facilities, and/or programs, please select the reasons that prevent you or members of your household from doing so.

- | | | |
|---|---|--|
| <input type="checkbox"/> I use private facilities and programs | <input type="checkbox"/> Too far from residence | <input type="checkbox"/> Registration for programs is too difficult |
| <input type="checkbox"/> Facilities are not well maintained | <input type="checkbox"/> Fees are too high | <input type="checkbox"/> Program times are not convenient |
| <input type="checkbox"/> Program or facility not offered | <input type="checkbox"/> Participate in programs provided by other communities or organizations | <input type="checkbox"/> Facilities are too hard to reach, poor access |
| <input type="checkbox"/> Facilities do not have the right equipment | <input type="checkbox"/> Poor customer service by staff | <input type="checkbox"/> None / no opinion |
| <input type="checkbox"/> Security is insufficient | <input type="checkbox"/> I do not know the location of parks and facilities | |
| <input type="checkbox"/> Quality of programs is poor | <input type="checkbox"/> Availability of parking | |
| <input type="checkbox"/> Other (please specify) | | |

7. Please identify if you feel the facilities and recreation programs below fall short of meeting the needs, meet the needs, or exceed what is needed in the community.

	Exceed the Need	Meet the Need	Fall Short of the Need	Undecided/No Opinion
Park Land	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Athletic Fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Playgrounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ice Arena (indoor)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ice Skating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Golf Courses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Performing Arts Space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Walking or Biking Trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tennis Courts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dog Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lighting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
WIFI Connections	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Summer programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community special events and festivals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Senior adult health, fitness, social programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Youth and adult sports programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Family programs and activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teen and after school programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Art, music, concerts, theater, dance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Aquatic programs for all ages	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Programs for people with disabilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wellness and fitness programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Environmental/nature education programs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Multi-cultural programs and offerings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. What new or enhanced opportunities would you like to see within the City? (Select all that apply)

- | | | |
|---|--|--|
| <input type="checkbox"/> Adult Fitness and Wellness | <input type="checkbox"/> Dog Park (off leash) | <input type="checkbox"/> Restrooms |
| <input type="checkbox"/> Adult / senior swim | <input type="checkbox"/> Golf Course | <input type="checkbox"/> Senior Fitness and Wellness |
| <input type="checkbox"/> Arts and Crafts | <input type="checkbox"/> Hiking / Walking Trails | <input type="checkbox"/> Skateboard / Bike park |
| <input type="checkbox"/> At-risk Programs for Youth | <input type="checkbox"/> Hockey | <input type="checkbox"/> Sledding |
| <input type="checkbox"/> Baseball / softball | <input type="checkbox"/> Ice Arena | <input type="checkbox"/> Soccer |
| <input type="checkbox"/> Basketball | <input type="checkbox"/> Jazzercise / Zumba | <input type="checkbox"/> Special Events / Festivals |
| <input type="checkbox"/> Bicycling – Road | <input type="checkbox"/> Martial Arts / Self Defense | <input type="checkbox"/> Swimming |
| <input type="checkbox"/> Bike Rental | <input type="checkbox"/> Nature Education Programs | <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Community Gardens | <input type="checkbox"/> Natural Resource Management | <input type="checkbox"/> Volleyball |
| <input type="checkbox"/> Cultural / Historical Programs | <input type="checkbox"/> Pickleball | <input type="checkbox"/> Youth Fitness / Wellness |
| <input type="checkbox"/> Dance | <input type="checkbox"/> Playgrounds | |
| <input type="checkbox"/> Disc Golf | <input type="checkbox"/> Programs for People with disabilities | |
| <input type="checkbox"/> Other (please specify) | | |

9. What do you feel are the top three (3) recreational priorities for Birmingham in the next 10 years?

#1 Priority

#2 Priority

#3 Priority

Answering the following questions will help us match future parks, programming, and events to specific groups within Birmingham.

10. What is your age?

- ☐ 17 or younger
- ☐ 18-34
- ☐ 35 – 49
- ☐ 50-64
- ☐ 65 or better

11. Do you live in the City of Birmingham?

- ☐ Yes
- ☐ No

12. Which quadrant do you live in?

- ☐ Quadrant A (north of Maple, west of Woodward Ave.)
- ☐ Quadrant B (north of Maple, east of Woodward Ave.)
- ☐ Quadrant C (south of Maple, east of Woodward Ave.)
- ☐ Quadrant D (south of Maple, west of Woodward Ave.)

13. Please feel free to leave any additional comments that were not addressed in the above questions.

14. Please provide your email address if you would like to receive more information about the City of Birmingham Parks and Recreation Master Plan Process:

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey



Why have you been asked to take a survey about parks and recreation in Birmingham?

The City of Birmingham, Department of Public Services is currently updating the City's Parks and Recreation Master Plan, with assistance by its consultant, McKenna Associates. This plan helps guide parks and recreation prioritization, and will span a five-year period – 2018 to 2022. The Parks and Recreation Master Plan is also used as a basis for applying to obtain grants and other funding for parks and recreation projects.

We specifically request input about your experiences and opinions regarding the Birmingham Ice Arena. Your participation is crucial to helping Birmingham make the best choices in parks and recreation. The following anonymous survey will take roughly 5 minutes to complete; the survey will be closed on Sunday, October 15, 2017. Thank you for your participation!

If you have any questions or additional comments, please contact Sarah Traxler, AICP, NCI (McKenna Associates) at straxler@mcka.com.

*Paper copies may be returned to the location where they were picked up or mailed to: Attn: Carrie Laird, City of Birmingham Public Services Building, 851 S. Eton Street, Birmingham, MI 48009 before October 15, 2017.

* 1. Are you satisfied with the conditions at the City of Birmingham Ice Arena?

☐ Yes

☐ No

2. What do you think could be improved?

3. How should the City of Birmingham prioritize improvements to the Ice Arena?

☐ More than other park improvements

☐ Less than other park improvements

☐ The same as other park improvements

☐ Undecided / No Opinion

4. Would you be willing to pay increased rates for these improvements? (NOTE: This will not translate into direct increases in fees. The City is gaging users' level of interest to determine if improvements are appropriate).

☐ 0-10 percent more

☐ 10-20 percent more

☐ 20-30 percent more

☐ Undecided / No Opinion

5. Do you currently live in the City of Birmingham?

☐ Yes

☐ No

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey



Why have you been asked to take a survey about parks and recreation in Birmingham?

The City of Birmingham, Department of Public Services is currently updating the City's Parks and Recreation Master Plan, with assistance by its consultant, McKenna Associates. This plan helps guide parks and recreation prioritization, and will span a five-year period – 2018 to 2022. The Parks and Recreation Master Plan is also used as a basis for applying to obtain grants and other funding for parks and recreation projects.

We specifically request input about your experiences and opinions regarding Birmingham Golf Courses. Your participation is crucial to helping Birmingham make the best choices in parks and recreation. The following anonymous survey will take roughly 5 minutes to complete; the survey will be closed on Sunday, October 15, 2017. Thank you for your participation!

If you have any questions or additional comments, please contact Sarah Traxler, AICP, NCI (McKenna Associates) at straxler@mcka.com.

*Paper copies may be returned to the location where they were picked up or mailed to: Attn: Carrie Laird, City of Birmingham Public Services Building, 851 S. Eton Street, Birmingham, MI 48009 before Sunday, October 15, 2017.

* 1. Are you satisfied with the conditions at the City of Birmingham Golf Courses?

- ☐ Yes
- ☐ No

2. What do you think could be improved?

3. How should the City of Birmingham prioritize improvements to its Golf Courses?

- ☐ More than other park improvements
- ☐ Less than other park improvements
- ☐ The same as other park improvements
- ☐ Undecided / No Opinion

4. Would you be willing to pay increased rates for these improvements?
(NOTE: This will not translate into direct increases in fees. The City is gaging users' level of interest to determine if improvements are appropriate).

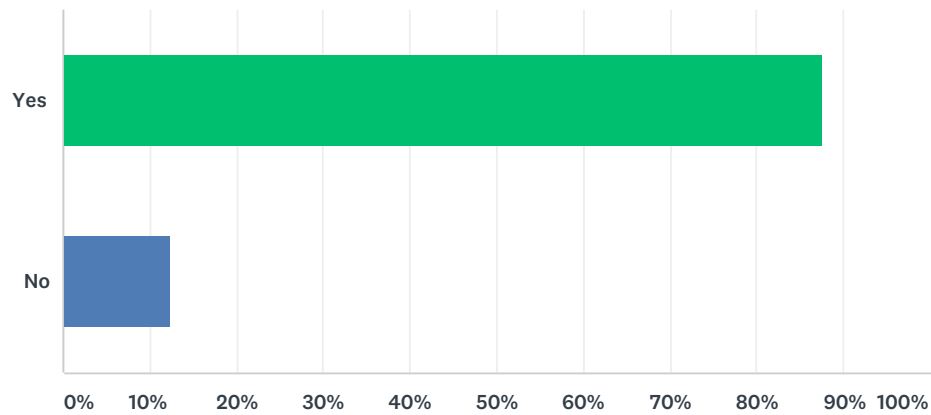
- ☐ 0-10 percent more
- ☐ 10-20 percent more
- ☐ 20-30 percent more
- ☐ Undecided / No Opinion

5. Do you currently live in the City of Birmingham?

- ☐ Yes
- ☐ No

Q1 Are you familiar with the facilities and programs offered by the Birmingham Parks and Recreation division of the Department of Public Services?

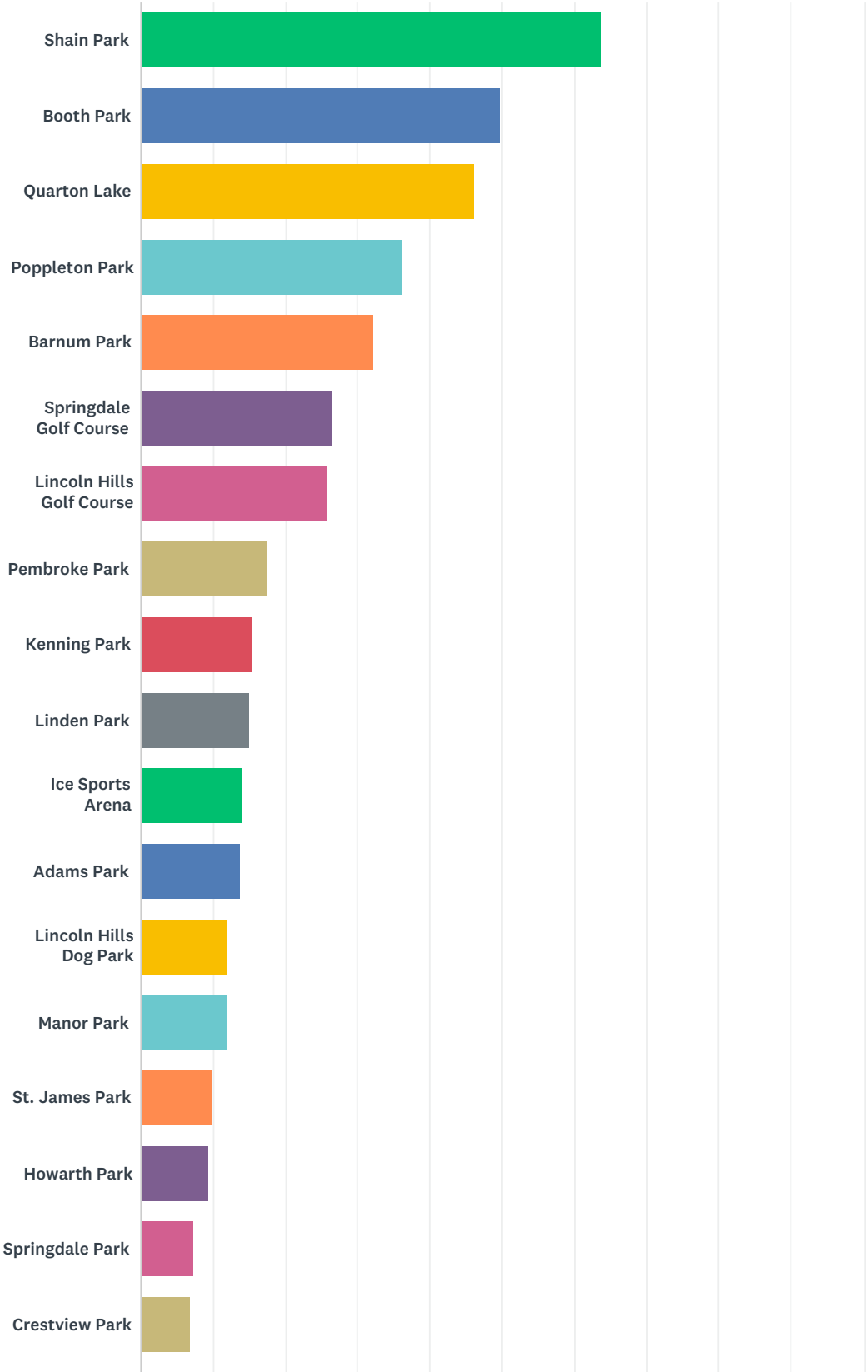
Answered: 418 Skipped: -1



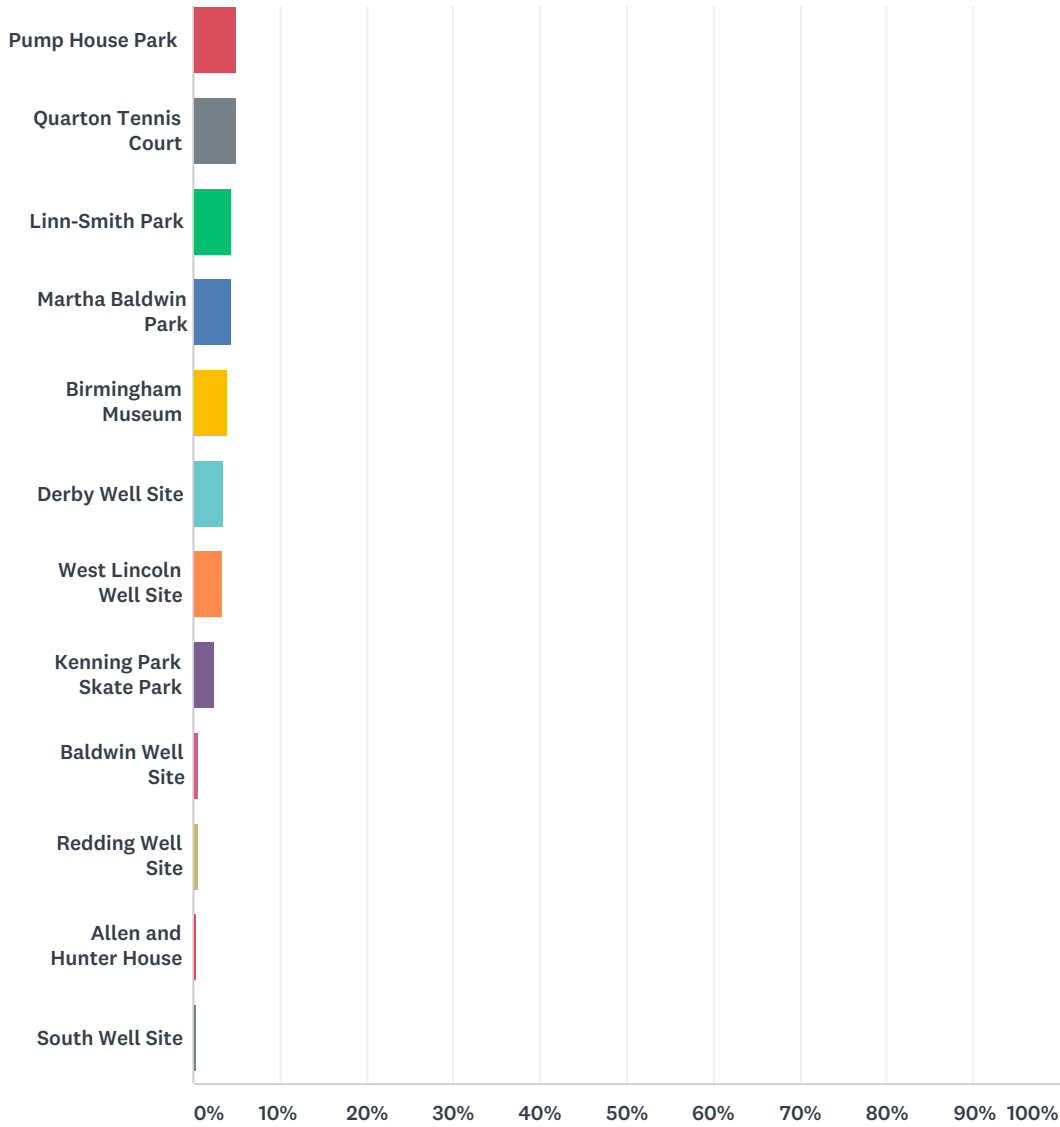
ANSWER CHOICES	RESPONSES	
Yes	87.56%	366
No	12.44%	52
TOTAL		418

Q2 As a resident, what facilities do you most frequently visit? (please select all that apply)

Answered: 411 Skipped: 6



City of Birmingham, MI Parks & Recreation Master Plan Survey



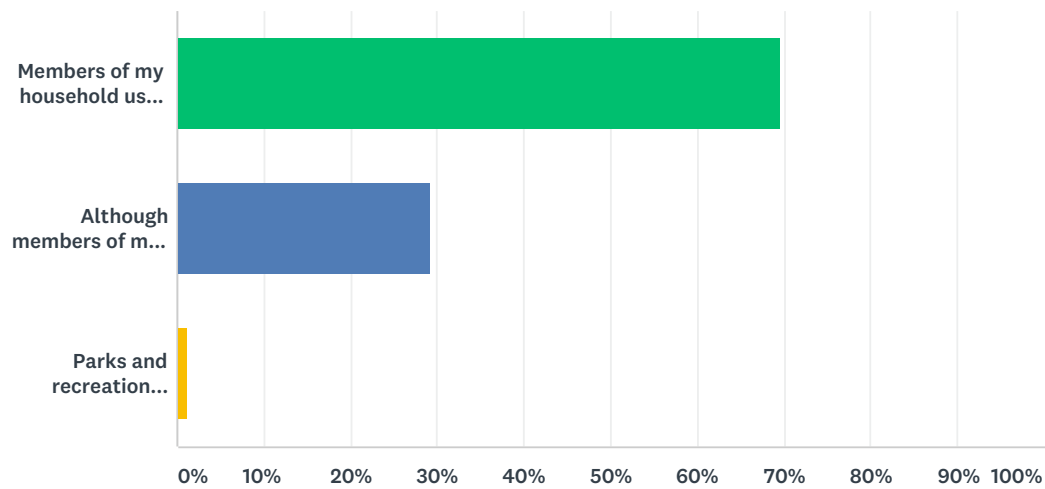
ANSWER CHOICES	RESPONSES	
Shain Park	63.75%	262
Booth Park	49.88%	205
Quarton Lake	46.23%	190
Poppleton Park	36.25%	149
Barnum Park	32.12%	132
Springdale Golf Course	26.52%	109
Lincoln Hills Golf Course	25.79%	106
Pembroke Park	17.52%	72
Kenning Park	15.57%	64
Linden Park	15.09%	62
Ice Sports Arena	14.11%	58
Adams Park	13.87%	57

City of Birmingham, MI Parks & Recreation Master Plan Survey

Lincoln Hills Dog Park	11.92%	49
Manor Park	11.92%	49
St. James Park	9.73%	40
Howarth Park	9.49%	39
Springdale Park	7.30%	30
Crestview Park	6.81%	28
Pump House Park	5.11%	21
Quarton Tennis Court	5.11%	21
Linn-Smith Park	4.38%	18
Martha Baldwin Park	4.38%	18
Birmingham Museum	3.89%	16
Derby Well Site	3.65%	15
West Lincoln Well Site	3.41%	14
Kenning Park Skate Park	2.43%	10
Baldwin Well Site	0.73%	3
Redding Well Site	0.73%	3
Allen and Hunter House	0.49%	2
South Well Site	0.49%	2
Total Respondents: 411		

Q3 Which one of the following three statements comes closest to the way you feel about parks and programs in your community?

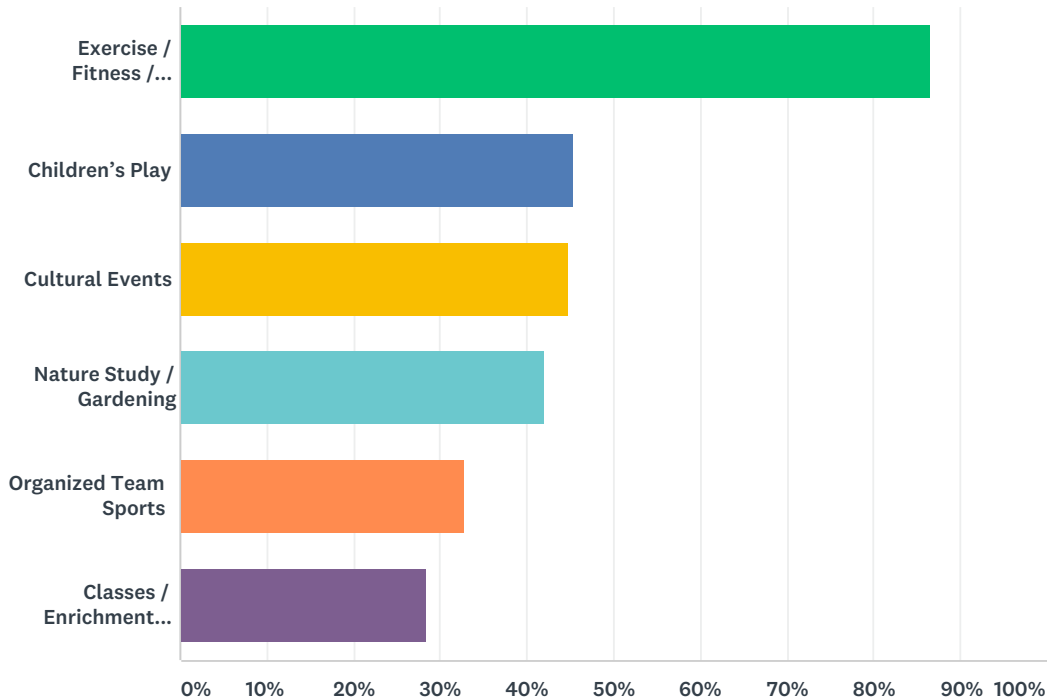
Answered: 414 Skipped: 3



ANSWER CHOICES	RESPONSES	
Members of my household use Parks and recreation programs on a regular basis, and I believe that these services are important to quality of life.	69.57%	288
Although members of my household do not use Parks and recreation programs frequently, I believe that these services are important to quality of life.	29.23%	121
Parks and recreation programs are not important to quality of life.	1.21%	5
TOTAL		414

Q4 In general, what kind of recreation / leisure activities do you and your family members participate in? (select all that apply)

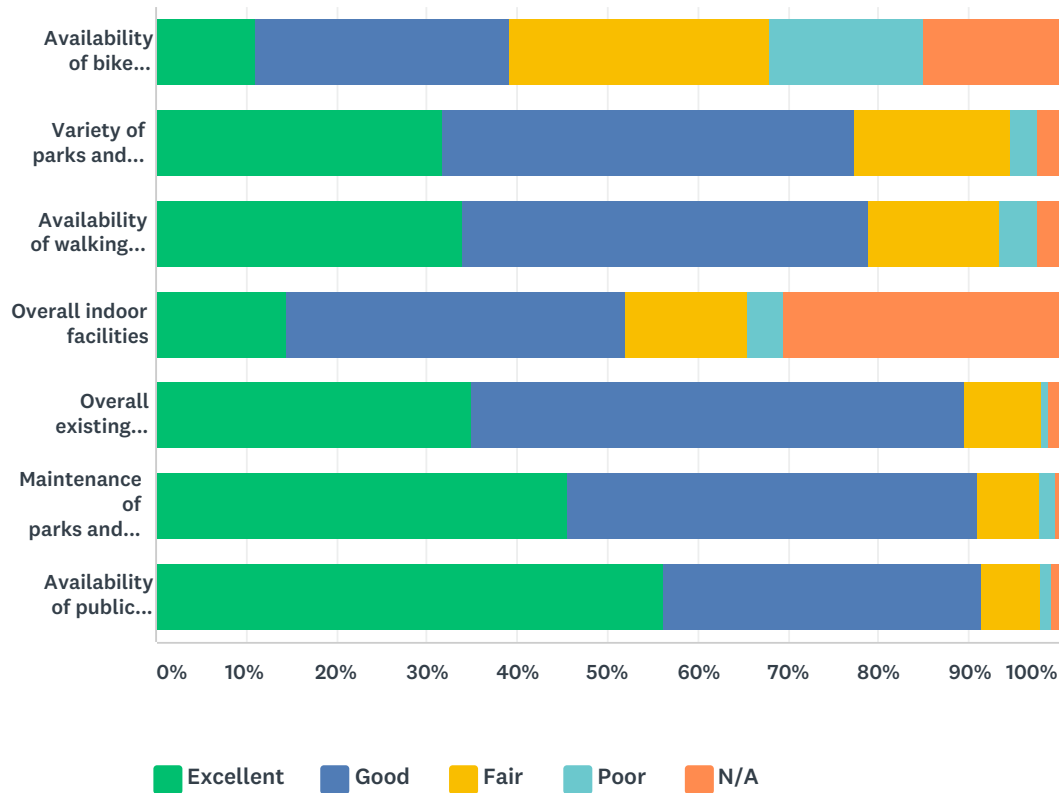
Answered: 411 Skipped: 6



ANSWER CHOICES	RESPONSES	
Exercise / Fitness / Casual Sports	86.62%	356
Children's Play	45.50%	187
Cultural Events	44.77%	184
Nature Study / Gardening	42.09%	173
Organized Team Sports	32.85%	135
Classes / Enrichment Programs	28.47%	117
Total Respondents: 411		

Q5 Please rate the following aspects of public parks, recreation facilities, and spaces in Birmingham:

Answered: 414 Skipped: 3

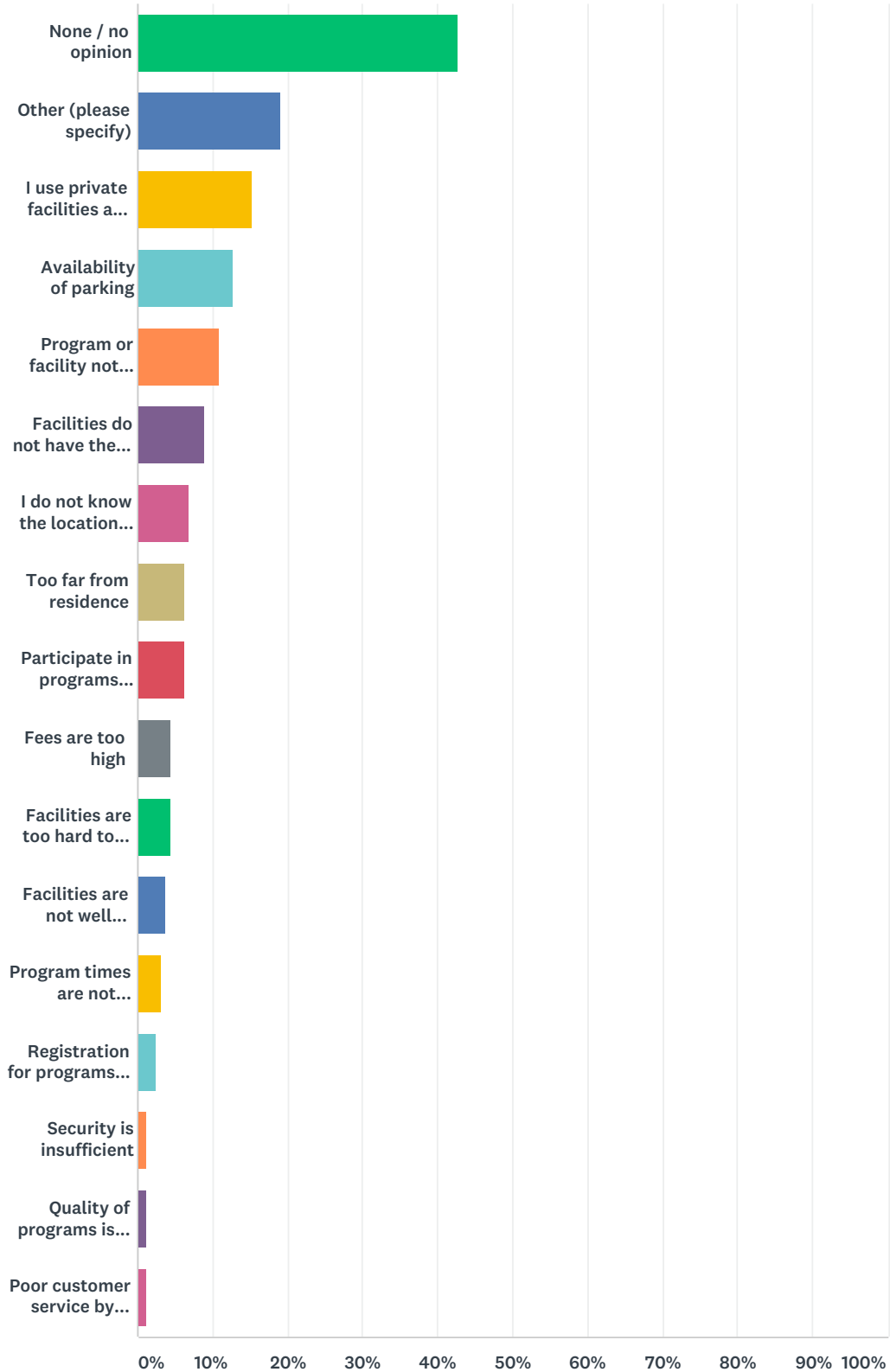


	EXCELLENT	GOOD	FAIR	POOR	N/A	TOTAL
Availability of bike facilities and paths	11.00% 45	28.12% 115	28.85% 118	16.87% 69	15.16% 62	409
Variety of parks and recreation facilities	31.70% 129	45.70% 186	17.20% 70	2.95% 12	2.46% 10	407
Availability of walking paths (including sidewalks)	33.90% 140	45.04% 186	14.53% 60	4.12% 17	2.42% 10	413
Overall indoor facilities	14.43% 58	37.56% 151	13.43% 54	3.98% 16	30.60% 123	402
Overall existing outdoor facilities	35.02% 145	54.59% 226	8.45% 35	0.72% 3	1.21% 5	414
Maintenance of parks and recreation facilities	45.52% 188	45.52% 188	6.78% 28	1.69% 7	0.48% 2	413
Availability of public spaces where people want to spend time and feel safe	56.17% 232	35.11% 145	6.78% 28	1.21% 5	0.73% 3	413

Q6 If you do not frequent City parks, recreation facilities, and/or programs, please select the reasons that prevent you or members of your household from doing so.

Answered: 157 Skipped: 260

City of Birmingham, MI Parks & Recreation Master Plan Survey



ANSWER CHOICES	RESPONSES	
None / no opinion	42.68%	67
Other (please specify)	19.11%	30
I use private facilities and programs	15.29%	24

City of Birmingham, MI Parks & Recreation Master Plan Survey

Availability of parking	12.74%	20
Program or facility not offered	10.83%	17
Facilities do not have the right equipment	8.92%	14
I do not know the location of parks and facilities	7.01%	11
Too far from residence	6.37%	10
Participate in programs provided by other communities or organizations	6.37%	10
Fees are too high	4.46%	7
Facilities are too hard to reach, poor access	4.46%	7
Facilities are not well maintained	3.82%	6
Program times are not convenient	3.18%	5
Registration for programs is too difficult	2.55%	4
Security is insufficient	1.27%	2
Quality of programs is poor	1.27%	2
Poor customer service by staff	1.27%	2
Total Respondents: 157		

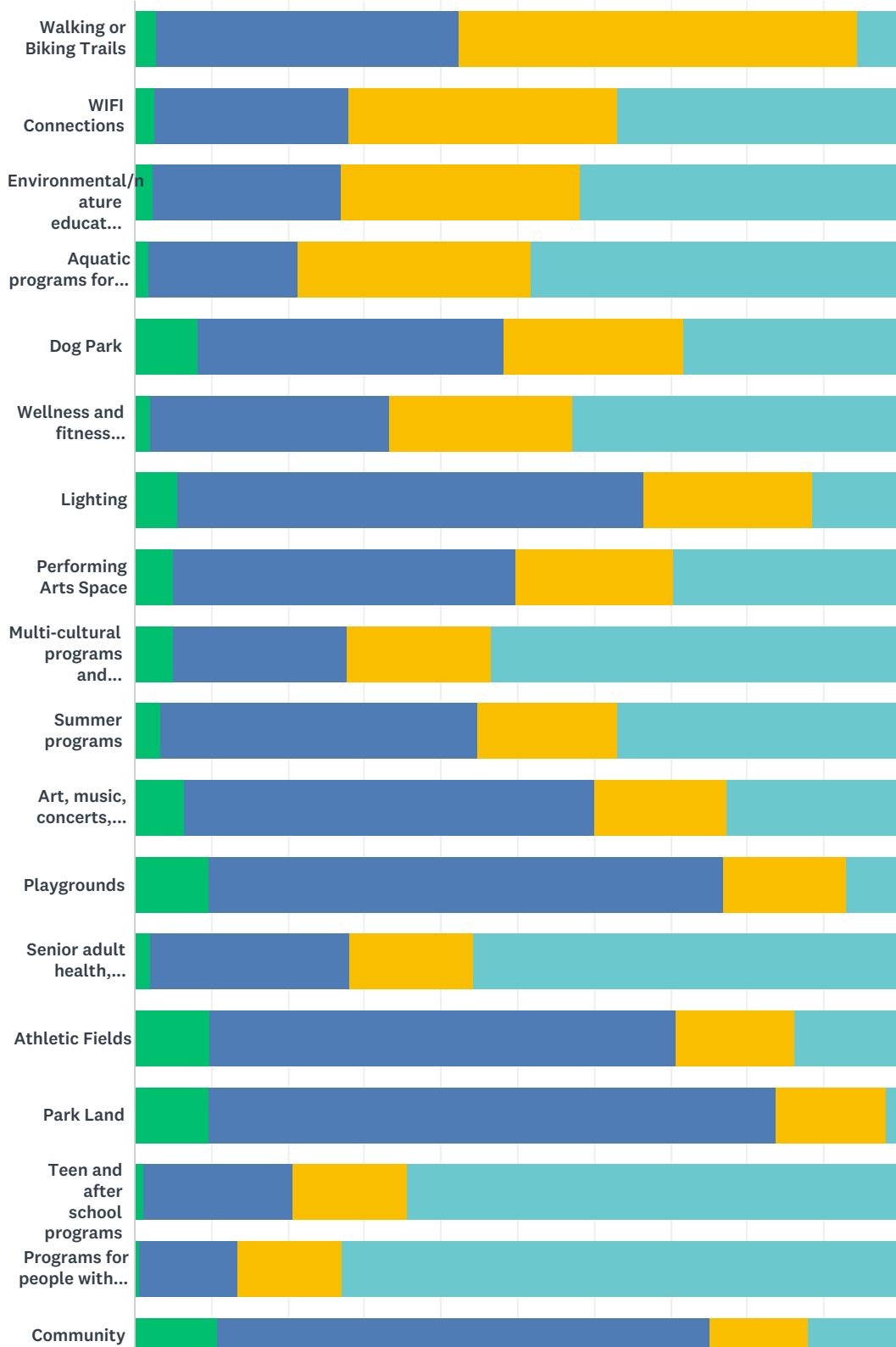
#	OTHER (PLEASE SPECIFY)	DATE
1	We need to keep an eye on security, since we draw in so many out of towners (strangers).	10/19/2017 11:48 AM
2	Facilities are inconsistent, poorly connected = hard to access.	10/19/2017 11:30 AM
3	Occasionally, homeless sleeping on Barnum bench.	10/15/2017 3:12 PM
4	There is a huge void in activities for active seniors! We need outdoor pickleball courts, shuffleboard, bocce courts, etc. most times that I observe our smaller parks, no one is there. Seniors would be there! West Lincoln Rd park has the space for pickle ball, bocce, etc. I have never seen anyone using Linden Park either. Thanks for taking my comments. I sincerely hope you can address these issues for our oldest citizens!	10/14/2017 6:37 PM
5	I work full time and many of the classes are offered at night when I don't feel like attending. During the warmer months I like bicycle after work and I feel that there needs to be more attention to bike paths in and around Birmingham. Currently, I try to avoid any main roads and ride in residential areas or along 14 mile road on the sidewalk. However, there are many areas without sidewalks and I have no choice but to ride in the street. The cars don't slow down or try to share the road to me. I feel it is dangerous, but often have no choice but to ride in the street.	10/14/2017 7:52 AM
6	Those in the triangle district and rail district need a park to service them directly rather than having to cross major road to get to park	10/14/2017 7:08 AM
7	poor quality of facilities in our local park vs. other parks in city	10/12/2017 8:44 PM
8	some pet owners are not cleaning up after their dogs and the park does not have a running trail	10/12/2017 7:15 PM
9	the homeless/beggars around town.	10/12/2017 8:46 AM
10	Trails could be better maintained.	10/12/2017 7:05 AM
11	Benchmark top cities of our size	10/11/2017 7:08 PM
12	I would love to have a quality sand volleyball court in the city.	10/11/2017 3:35 PM
13	Mainly baseball....diamonds not maintained/no restrooms	10/11/2017 8:57 AM
14	I am not aware of the programs/offerings at the parks.	10/11/2017 8:14 AM
15	Other things going on	10/11/2017 7:35 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

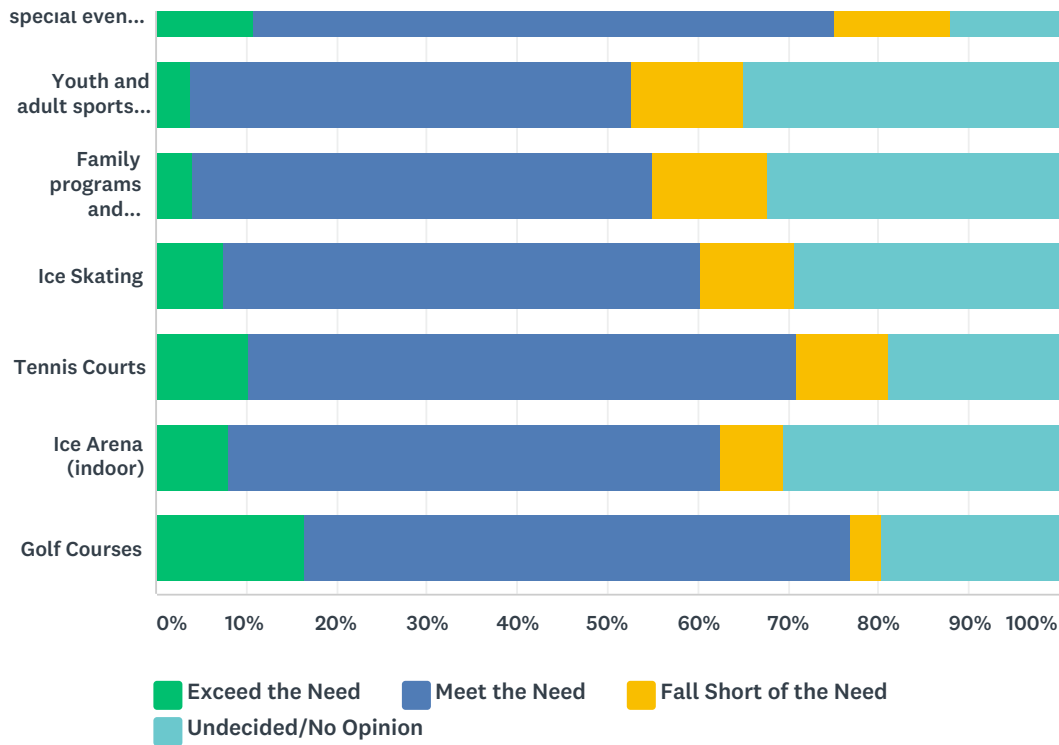
16	Outdoor or indoor pool would be great for the children and adults	10/10/2017 4:34 PM
17	Lack of Public restrooms	10/5/2017 12:22 PM
18	Poppleton Park has limited parking and it seems there is a lot of empty space that is not used but maintained by the city.	10/4/2017 4:18 PM
19	do not live in Birmingham/ use free services and FEE for dog park	10/2/2017 4:09 PM
20	Microwave masts in park; muddy sodden paths; suspect individuals; not enough daytime dance classes across the city; more ecologically diverse parks would be nice. More community building programmes are needed.	9/27/2017 3:51 PM
21	too busy	9/27/2017 2:57 PM
22	Lack of parking at Quarton Lake & handicap access / Can't see the Lake from many benches!	9/25/2017 6:02 PM
23	Please plant more large deciduous shade trees! Bradford pears and evergreens are not suitable replacements for shade trees that have died/been removed.	9/24/2017 8:30 PM
24	New to the area and I'm not familiar with what is available and locations.	9/24/2017 12:16 PM
25	none of the above	9/21/2017 4:18 PM
26	My schedule is odd; what is convenient for the majority doesn't work for me so I can't really say that the times are "inconvenient"	9/20/2017 6:06 PM
27	Quiet tranquil greenspace is hard to come by.	9/20/2017 7:15 AM
28	Adams Park needs updated equipment, seating, landscaping	9/18/2017 7:32 PM
29	I live near Adams Park and there is a huge need for up dates and better play equipment, benches, tables, removing most of the ch	9/18/2017 7:29 PM
30	There needs to be a pedestrian bridge over Maple Rd. connecting the trails.	9/18/2017 6:14 PM

Q7 Please identify if you feel the facilities and recreation programs below fall short of meeting the needs, meet the needs, or exceed what is needed in the community.

Answered: 356 Skipped: 61



City of Birmingham, MI Parks & Recreation Master Plan Survey



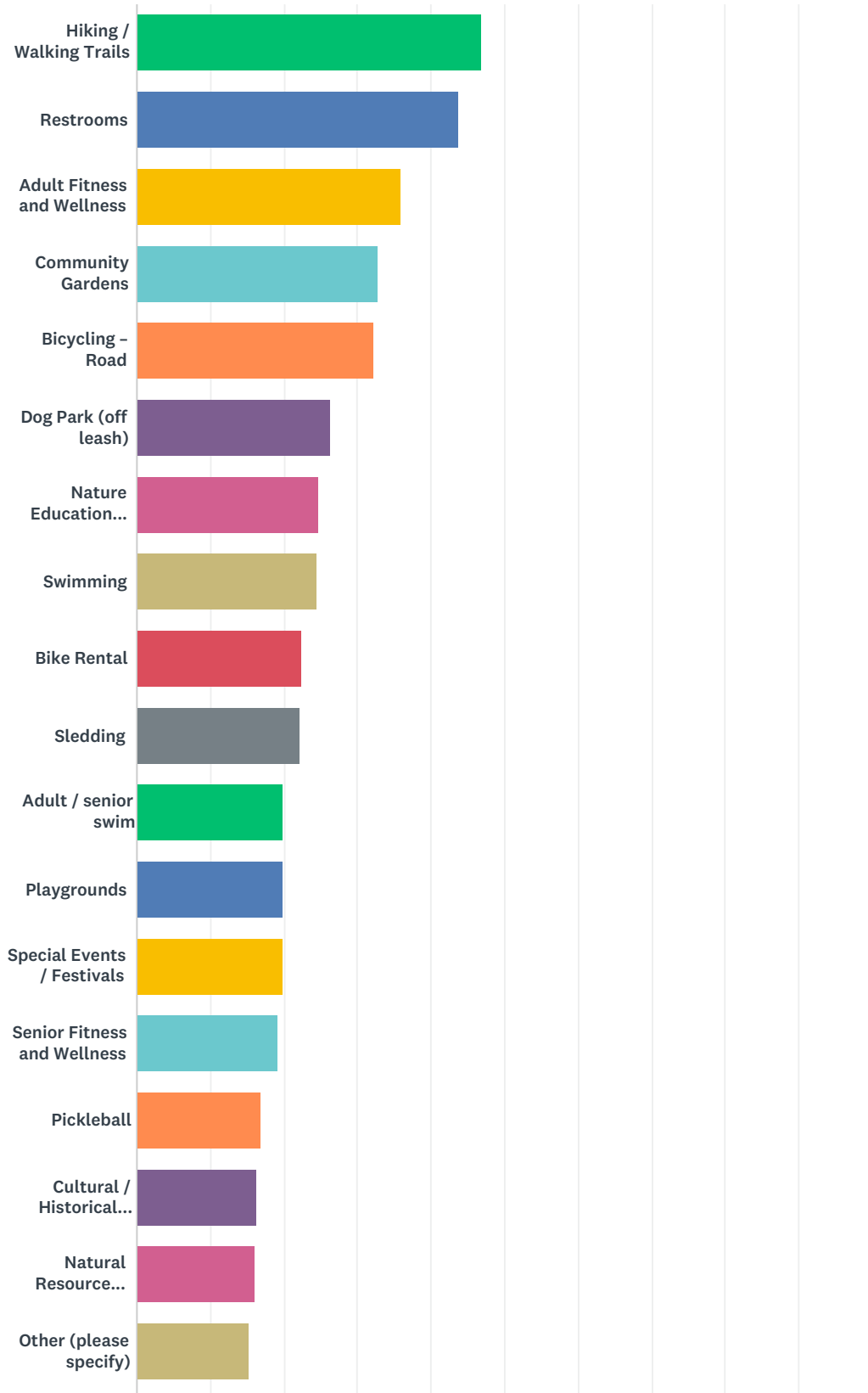
	EXCEED THE NEED	MEET THE NEED	FALL SHORT OF THE NEED	UNDECIDED/NO OPINION	TOTAL
Walking or Biking Trails	2.91% 10	39.53% 136	52.03% 179	5.52% 19	344
WIFI Connections	2.70% 9	25.23% 84	35.14% 117	36.94% 123	333
Environmental/nature education programs	2.39% 8	24.48% 82	31.34% 105	41.79% 140	335
Aquatic programs for all ages	1.81% 6	19.58% 65	30.42% 101	48.19% 160	332
Dog Park	8.19% 28	40.06% 137	23.39% 80	28.36% 97	342
Wellness and fitness programs	2.10% 7	31.14% 104	23.95% 80	42.81% 143	334
Lighting	5.71% 19	60.66% 202	22.22% 74	11.41% 38	333
Performing Arts Space	5.11% 17	44.74% 149	20.42% 68	29.73% 99	333
Multi-cultural programs and offerings	5.11% 17	22.52% 75	18.92% 63	53.45% 178	333
Summer programs	3.32% 11	41.39% 137	18.43% 61	36.86% 122	331
Art, music, concerts, theater, dance	6.51% 22	53.55% 181	17.16% 58	22.78% 77	338
Playgrounds	9.57% 33	67.25% 232	16.23% 56	6.96% 24	345
Senior adult health, fitness, social programs	2.08% 7	26.11% 88	16.02% 54	55.79% 188	337

City of Birmingham, MI Parks & Recreation Master Plan Survey

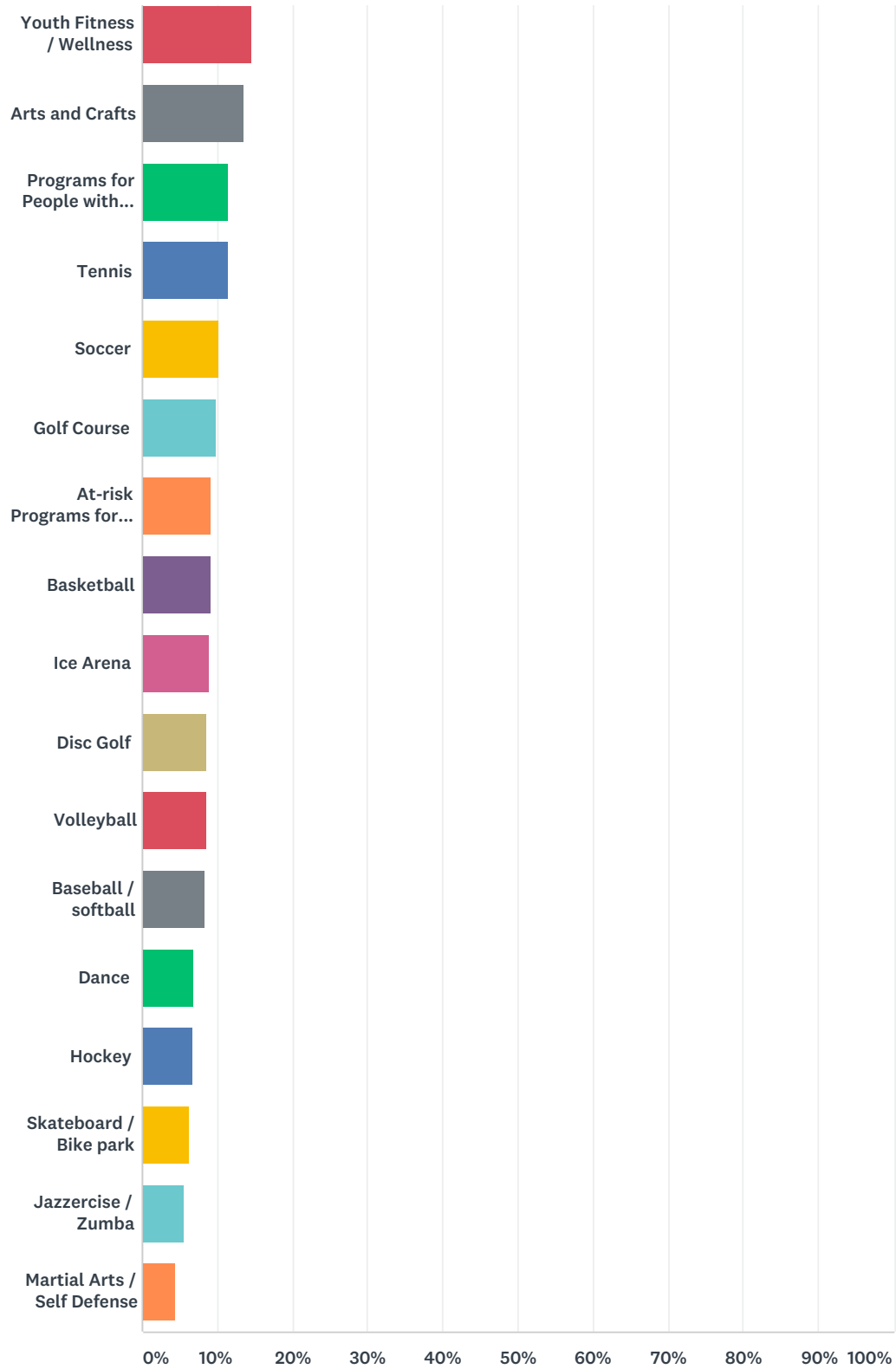
Athletic Fields	9.88% 33	60.78% 203	15.57% 52	13.77% 46	334
Park Land	9.71% 33	74.12% 252	14.41% 49	1.76% 6	340
Teen and after school programs	1.20% 4	19.58% 65	14.76% 49	64.46% 214	332
Programs for people with disabilities	0.61% 2	12.77% 42	13.68% 45	72.95% 240	329
Community special events and festivals	10.88% 37	64.12% 218	12.94% 44	12.06% 41	340
Youth and adult sports programs	3.88% 13	48.66% 163	12.54% 42	34.93% 117	335
Family programs and activities	3.93% 13	51.06% 169	12.69% 42	32.33% 107	331
Ice Skating	7.42% 25	52.82% 178	10.39% 35	29.38% 99	337
Tennis Courts	10.29% 35	60.59% 206	10.29% 35	18.82% 64	340
Ice Arena (indoor)	7.99% 27	54.44% 184	7.10% 24	30.47% 103	338
Golf Courses	16.37% 56	60.53% 207	3.51% 12	19.59% 67	342

Q8 What new or enhanced opportunities would you like to see within the City? (Select all that apply)

Answered: 348 Skipped: 69



City of Birmingham, MI Parks & Recreation Master Plan Survey



ANSWER CHOICES	RESPONSES	
Hiking / Walking Trails	46.84%	163
Restrooms	43.68%	152
Adult Fitness and Wellness	35.92%	125

City of Birmingham, MI Parks & Recreation Master Plan Survey

Community Gardens	32.76%	114
Bicycling – Road	32.18%	112
Dog Park (off leash)	26.44%	92
Nature Education Programs	24.71%	86
Swimming	24.43%	85
Bike Rental	22.41%	78
Sledding	22.13%	77
Adult / senior swim	19.83%	69
Playgrounds	19.83%	69
Special Events / Festivals	19.83%	69
Senior Fitness and Wellness	19.25%	67
Pickleball	16.95%	59
Cultural / Historical Programs	16.38%	57
Natural Resource Management	16.09%	56
Other (please specify)	15.23%	53
Youth Fitness / Wellness	14.66%	51
Arts and Crafts	13.51%	47
Programs for People with disabilities	11.49%	40
Tennis	11.49%	40
Soccer	10.34%	36
Golf Course	9.77%	34
At-risk Programs for Youth	9.20%	32
Basketball	9.20%	32
Ice Arena	8.91%	31
Disc Golf	8.62%	30
Volleyball	8.62%	30
Baseball / softball	8.33%	29
Dance	6.90%	24
Hockey	6.61%	23
Skateboard / Bike park	6.32%	22
Jazzercise / Zumba	5.75%	20
Martial Arts / Self Defense	4.31%	15
Total Respondents: 348		

#	OTHER (PLEASE SPECIFY)	DATE
1	non paved running trails	10/16/2017 12:02 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

2	Safe crossing between ravine and waterfall on Maple for pedestrians	10/15/2017 10:59 PM
3	we need bike paths	10/15/2017 2:15 PM
4	Community health center	10/14/2017 7:55 PM
5	Bocce, shuffleboard	10/14/2017 6:40 PM
6	Community center	10/14/2017 5:06 PM
7	Our population is aging. It would be great to offer a fitness center at your senior center. The city of Troy has an indoor fitness center/weight room where people can go to work out. The cost is affordable and cheaper than many of the private facilities	10/14/2017 7:59 AM
8	Pickle ball	10/13/2017 8:57 PM
9	None	10/13/2017 5:02 PM
10	More equality of facilities throughout system not just in downtown or wealthier neighborhoods. Also too many private clubs on city property	10/12/2017 8:49 PM
11	Need more acreage for dog park, Kenning baseball is SHAMEFUL compared to other municipalities with MUCH lower taxes!!!	10/12/2017 9:59 AM
12	We really just need more wooded trails for walking/biking.. hard to do given real estate, but having a 3 mile route in the woods would be great. Sand volleyball courts too.	10/12/2017 8:24 AM
13	Add outdoor/lighted	10/11/2017 3:36 PM
14	Need more trees and also better maintenance	10/11/2017 10:28 AM
15	Dining, picnic tables and grills, Royal Oak has them...	10/11/2017 10:09 AM
16	Plays in the park, collection of art in one area	10/11/2017 9:15 AM
17	Of course, we want it all!	10/11/2017 9:02 AM
18	Parks safely connected (waterfall/maple and Lynn/Linden)	10/11/2017 8:58 AM
19	it would be so nice to have a rec center like Troy, with pool etc	10/11/2017 8:51 AM
20	unpaved trails if anything... do NOT add trails to large greenspace areas of parks	10/11/2017 8:02 AM
21	splash pad for kids / waterpark	10/11/2017 8:01 AM
22	Indoor walking	10/11/2017 7:39 AM
23	Natural Playgrounds instead of plastic playscapes	10/11/2017 7:35 AM
24	none-WE do not want any improvements at Kenning Park as it is our perfect nature site	10/11/2017 7:27 AM
25	Splash pad	10/10/2017 10:13 PM
26	Swimming pool indoor or outdoor	10/10/2017 4:36 PM
27	Green spaces are the best use of parkland. Well treed parks are nice. ADA / Special needs compliant playground equipment. Parks are parks and do not need to be overbuilt... places to go and enjoy quiet or a walk / run are nice.	10/5/2017 6:44 PM
28	Enhanced walking and biking trails linking parks and schools.	10/4/2017 10:12 PM
29	More events with fun things to do such as bounce house and food kids love pizza maybe do a giant pizza night for all Birmingham families show a sense of community everyone loves pizza the best in bringihsm js jets and kids love games games and pizza	10/4/2017 8:55 PM
30	None at this time.	10/4/2017 4:22 PM
31	Platform Tennis	10/4/2017 3:36 PM
32	need to have morning hours EVERY DAY/ esp. first thing	10/2/2017 4:10 PM
33	More open spaces; larger parks!	9/28/2017 1:52 PM
34	Yoga; local markets; fetes; mindfulness classes; more daytime dance classes for seniors; community building education programs; enhanced awareness of ecology; less litter - maybe litter clearing to build community and ecological awareness; less concrete and tarmac, more greenery introduced into urban areas; let people know they can make a difference; peace gardens	9/27/2017 4:21 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

35	Splash pad	9/27/2017 9:06 AM
36	Enhancement to the LH Dog Park	9/26/2017 8:01 PM
37	Swing dance in the park like in Brighton	9/26/2017 7:47 AM
38	A focus on environmental sustainability, i.e. low-impact development, green infrastructure, renewable sources of energy, etc.	9/25/2017 3:39 PM
39	Park-side concession/cafe (Shain Park) & Wi-Fi	9/22/2017 1:56 PM
40	Expand Manor Park nature preserve	9/21/2017 4:05 PM
41	OPEN GREEN SPACES	9/21/2017 3:27 PM
42	Bigger space for dog park	9/20/2017 7:54 PM
43	Water features for the kids to play in during hot summer days.	9/20/2017 4:18 PM
44	UNDEVELOPED greenspaces	9/20/2017 7:28 AM
45	water park	9/18/2017 9:49 PM
46	The Senior Next center is okay but falls far short of amenities compared to Bloomfield Twp. or Rochester's Senior Centers.	9/18/2017 6:24 PM
47	More undeveloped parks	9/17/2017 12:18 PM
48	It would be great to have a splash pad for the little ones	9/16/2017 3:18 PM
49	Bicycle - trail/off road	9/15/2017 10:16 PM
50	Handicap accessible equipment and access	9/15/2017 4:44 PM
51	Ultimate Frisbee	9/15/2017 2:21 PM
52	The addition of a splashpad for children would be great. Lots of other communities have these.	9/15/2017 12:40 PM
53	Splash pad	9/15/2017 11:27 AM

Q9 What do you feel are the top three (3) recreational priorities for Birmingham in the next 10 years?

Answered: 267 Skipped: 150

ANSWER CHOICES	RESPONSES	
#1 Priority	100.00%	267
#2 Priority	89.14%	238
#3 Priority	72.28%	193

#	#1 PRIORITY	DATE
1	connectivity Biking	10/19/2017 12:16 PM
2	connectivity Bike paths/trails	10/19/2017 12:08 PM
3	inclusive community Another dog park, too many people letting dogs run off leash at other parks.	10/19/2017 11:58 AM
4	inclusive community Maintaining a safe environment.	10/19/2017 11:50 AM
5	connectivity natural area Real trails	10/19/2017 11:45 AM
6	health and fitness Golfing	10/19/2017 11:18 AM
7	connectivity natural area Non-paved running trails	10/16/2017 12:02 PM
8	inclusive community Senior activities and facility geared to aging in place	10/15/2017 10:59 PM
9	connectivity Bike paths	10/15/2017 2:15 PM
10	natural area Not to disrupt our community more than we already have	10/14/2017 7:55 PM
11	inclusive community Picnic pavilion where there is space (similar to Beverly Hills Park) would be amazing in Kenning!	10/14/2017 6:56 PM
12	inclusive community Community center	10/14/2017 5:06 PM
13	health and fitness Tennis courts	10/14/2017 3:19 PM
14	connectivity health and fitness walking trails	10/14/2017 2:30 PM
15	connectivity natural area trails	10/14/2017 11:51 AM
16	connectivity health and fitness Additional walking trails	10/14/2017 10:11 AM
17	inclusive community Park land management for families with kids that make your tax base	10/14/2017 8:15 AM
18	connectivity health and fitness Continue to use bicycling as a form of exercise	10/14/2017 7:59 AM
19	inclusive community As Birmingham is expanding with you families, we need more access to parks in certain areas, particularly the triangle and rail districts. There is no truly accessible park within walking distance of these areas that provides the services necessary	10/14/2017 7:12 AM
20	health and fitness Golf	10/13/2017 8:57 PM
21	Stop creating so much traffic.	10/13/2017 5:02 PM
22	natural area more open space	10/12/2017 8:49 PM
23	natural area Freeze any development of green space	10/12/2017 7:36 PM
24	health and fitness fitness/running trails	10/12/2017 7:18 PM
25	inclusive community restrooms at facilities	10/12/2017 1:22 PM
26	natural area upkeep and general maintenance	10/12/2017 12:44 PM
27	natural area protect/exand open nature areas; don't develop wooded areas.	10/12/2017 12:19 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

28	health and fitness	dedicated soccer field with fixed goals	10/12/2017 12:17 PM
29	connectivity	Bike paths and better pedestrian street crossings	10/12/2017 12:12 PM
30	health and fitness	Upgrade baseball, families are going elsewhere for youth to train, play	10/12/2017 9:59 AM
31	connectivity	health and fitness walking paths	10/12/2017 9:06 AM
32	natural area	Keep up the parks/lake	10/12/2017 8:48 AM
33	natural area	More wooded space	10/12/2017 8:24 AM
34	connectivity	Bike paths	10/12/2017 8:00 AM
35	connectivity	natural area Park Maintenance general and walking trails	10/12/2017 7:12 AM
36	connectivity	Walk and bike paths	10/12/2017 7:11 AM
37	health and fitness	inclusive community Swimming	10/11/2017 9:38 PM
38	health and fitness	Golf Course Maintenance	10/11/2017 8:43 PM
39	connectivity	More walking trails	10/11/2017 8:11 PM
40	connectivity	bicycling	10/11/2017 7:58 PM
41	health and fitness	Pickleball	10/11/2017 7:42 PM
42	connectivity	Bike lanes/trails	10/11/2017 7:35 PM
43	inclusive community	Facilities & Programs for young families	10/11/2017 7:18 PM
44	connectivity	inclusive community Walkable community in the rail district that is safe for pedestrians	10/11/2017 7:06 PM
45	inclusive community	Usability	10/11/2017 5:46 PM
46	inclusive community	events or festivals or fairs	10/11/2017 4:20 PM
47	connectivity	Improve parking at Linden Park so more people can enjoy it	10/11/2017 3:36 PM
48	natural area	Increase amount of parks	10/11/2017 3:33 PM
49		Gazebo in Barnum Park	10/11/2017 3:13 PM
50	maintenance	Maintain existing facilities	10/11/2017 3:07 PM
51	connectivity	PARKING!!!!!!!!	10/11/2017 2:38 PM
52	connectivity	Road Cycling	10/11/2017 2:15 PM
53	health and fitness	Adult fitness--Like Bloomfield Twp	10/11/2017 1:42 PM
54	inclusive community	More playgrounds and splash pads for kids	10/11/2017 1:11 PM
55	health and fitness	Better athletic fields	10/11/2017 12:51 PM
56	health and fitness	Golf Courses	10/11/2017 12:48 PM
57	connectivity	Bike-ride share	10/11/2017 12:31 PM
58	connectivity	create bicycle trails/roads	10/11/2017 12:27 PM
59	maintenance	Maintaining and improving existing parks (playground equipment, benches, etc.)	10/11/2017 12:21 PM
60	natural area	Use land properly	10/11/2017 12:17 PM
61	health and fitness	inclusive community Senior fitness and wellness	10/11/2017 12:09 PM
62	inclusive community	maintenance Updated playground equipment	10/11/2017 11:54 AM
63	inclusive community	Larger (more spacious) dog park	10/11/2017 11:16 AM
64	inclusive community	Public pool for residents ONLY.	10/11/2017 10:55 AM
65	health and fitness	Renovate Ice Arena	10/11/2017 10:30 AM
66	natural area	Leave trees when renovating parks	10/11/2017 10:28 AM
67	maintenance	Maintain current park	10/11/2017 10:28 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

68	connectivity hiking and walking trails	10/11/2017 10:15 AM
69	inclusive community Provide dining/picnic/grilling at some parks	10/11/2017 10:09 AM
70	maintenance Make sure we have lots of parks-I really love our parks	10/11/2017 9:44 AM
71	connectivity Improve cycling options - trails and/or road routes in and around town	10/11/2017 9:43 AM
72	inclusive community Make Booth Park safer - Large park with too many exits, it's hard to watch young children	10/11/2017 9:40 AM
73	maintenance Maintain parks/playgrounds	10/11/2017 9:35 AM
74	maintenance neighborhood park improvements	10/11/2017 9:29 AM
75	maintenance Upgrades to existing	10/11/2017 9:25 AM
76	connectivity Repair/maintain walking/biking trails including neighborhood sidewalks	10/11/2017 9:25 AM
77	maintenance maintain existing parks	10/11/2017 9:24 AM
78	connectivity Hiking/Walking-Making the city walkable/bikeable with increased traffic	10/11/2017 9:15 AM
79	inclusive community Community special events for the Family	10/11/2017 9:15 AM
80	maintenance Maintenance of existing programs/facilities	10/11/2017 9:12 AM
81	natural area Keeping green space green!	10/11/2017 9:11 AM
82	connectivity Bike paths	10/11/2017 9:08 AM
83	inclusive community more dog parks	10/11/2017 9:08 AM
84	inclusive community maintenance Improve parks/baseball fields/need restrooms & lighting/concessions	10/11/2017 9:02 AM
85	connectivity Parks safely connected: bridge over Maple at waterfall, bridge bet Lynn and Linden parks	10/11/2017 8:58 AM
86	maintenance maintain current offerings/facilities	10/11/2017 8:53 AM
87	inclusive community Recreational Center with outdoor pool	10/11/2017 8:51 AM
88	inclusive community Restrooms	10/11/2017 8:46 AM
89	inclusive community Ensuring highest level of ADA Compliance	10/11/2017 8:43 AM
90	maintenance Maintenance of park equipment for children	10/11/2017 8:40 AM
91	inclusive community Activities for 60+ age group	10/11/2017 8:40 AM
92	natural area community gardens	10/11/2017 8:37 AM
93	maintenance Maintenance of existing facilities	10/11/2017 8:34 AM
94	inclusive community Children's play	10/11/2017 8:32 AM
95	natural area Preserving nature!	10/11/2017 8:25 AM
96	maintenance Improve maintenance and enhance golf courses	10/11/2017 8:19 AM
97	health and fitness Community pool	10/11/2017 8:10 AM
98	health and fitness Swimming pool/water area	10/11/2017 8:08 AM
99	connectivity health and fitness natural area Introducing more biking paths and exploration opportunities.	10/11/2017 8:03 AM
100	inclusive community Splash Pad	10/11/2017 8:01 AM
101	health and fitness inclusive community Outdoor Swimming pool	10/11/2017 7:52 AM
102	inclusive community More offerings for seniors	10/11/2017 7:45 AM
103	connectivity Easier walking access to parks (and businesses) across Woodward. Pedestrian bridge, tunnel, slower traffic, longer crossing times...	10/11/2017 7:44 AM
104	connectivity Add bridge from Linn smith park to linden park	10/11/2017 7:43 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

105	health and fitness	Kids Health	10/11/2017 7:39 AM		
106	health and fitness	Indoor walking	10/11/2017 7:39 AM		
107	maintenance	maintain the current space	10/11/2017 7:38 AM		
108	inclusive community	Events/Festivals	10/11/2017 7:35 AM		
109	natural area	Natural Playgrounds instead of plastic playscapes	10/11/2017 7:35 AM		
110	natural area	keep parks in their natural state	10/11/2017 7:27 AM		
111	connectivity	More bike lanes that connect to each other	10/10/2017 10:13 PM		
112	inclusive community	Dog park on the other side of Southfield	10/10/2017 9:36 PM		
113	health and fitness	Offering health/fitness programs	10/10/2017 5:40 PM		
114	health and fitness	Swimming pool	10/10/2017 4:36 PM		
115	health and fitness	Ice Arena improvement	10/9/2017 8:25 AM		
116		Poppleton	10/8/2017 10:25 PM		
117	natural area	Maintaing as much green space as possible	10/6/2017 9:10 AM		
118	inclusive community	Special needs playground equipment	10/6/2017 7:15 AM		
119	maintenance	Kenning Park improvements	10/6/2017 6:54 AM		
120	inclusive community	Children's play areas	10/6/2017 1:01 AM		
121	maintenance	Parks	10/5/2017 9:06 PM		
122	inclusive community	ADA compliance	10/5/2017 6:44 PM		
123	connectivity	Cycling - road	10/5/2017 12:35 PM		
124	natural area	Maintain the existing green spaces & not reduce them with organised sports specific developments (no more baseball diamonds or football fields that have limited seasonal use)	10/5/2017 12:26 PM		
125	connectivity	health and fitness	natural area	additional walking trails (I'm happy to donate)	10/5/2017 9:55 AM
126	health and fitness	Walking paths in Poppleton Park	10/5/2017 9:42 AM		
127	connectivity	More bike paths	10/5/2017 9:23 AM		
128	maintenance	Adams Park - implementation of plan	10/5/2017 9:22 AM		
129	inclusive community	Bathrooms	10/5/2017 8:47 AM		
130	inclusive community	Updated community center/YMCA	10/4/2017 11:10 PM		
131	maintenance	Maintaining and enhancing some parks that need some light improvements (lights, doggie bag centers, water stations, better maintenance)	10/4/2017 10:12 PM		
132	inclusive community	More events for families	10/4/2017 8:55 PM		
133	health and fitness	Kenning park walking path	10/4/2017 8:49 PM		
134	health and fitness	Walking paths	10/4/2017 8:44 PM		
135	inclusive community	more dog options	10/4/2017 3:39 PM		
136	health and fitness	Youth exercise and programing	10/4/2017 3:36 PM		
137	health and fitness	Golf courses	10/4/2017 3:34 PM		
138	health and fitness	Walking	10/4/2017 3:31 PM		
139	health and fitness	exercise	10/4/2017 12:36 PM		
140	maintenance	Repair and maintenance of existing assets.	10/4/2017 11:07 AM		
141	natural area	leave kenning park quiet and peaceful	10/4/2017 7:07 AM		
142	inclusive community	cultural/historical programs	10/3/2017 11:31 AM		
143	inclusive community	Universally accessible playgrounds	10/3/2017 10:39 AM		

City of Birmingham, MI Parks & Recreation Master Plan Survey

144	inclusive community Improve playgrounds west of Southfield Road	10/2/2017 9:18 PM
145	health and fitness inclusive community fitness opportunities for adults/seniors	10/2/2017 9:00 PM
146	maintenance Improve use of Poppleton Park	10/2/2017 8:29 PM
147	inclusive community More Free Programming	10/2/2017 6:44 PM
148	natural area Shaded areas at parks	10/2/2017 3:53 PM
149	inclusive community Summer rec programs for young children	10/2/2017 3:50 PM
150	maintenance Parks	10/2/2017 3:49 PM
151	inclusive community Restrooms at parks	10/2/2017 3:39 PM
152	maintenance Maintaining and improving existing parks	10/2/2017 3:37 PM
153	maintenance Investing in existing park infrastructure (maintenance and capital expenditure) to ensure their outstanding appearance	10/2/2017 3:37 PM
154	inclusive community Recreational Rentals	10/2/2017 11:56 AM
155	health and fitness Swimming pool for adults, open every season with extended hours	10/2/2017 10:08 AM
156	maintenance I think generally more trees should be planted	10/2/2017 9:55 AM
157	inclusive community Fun creative mixed use areas like Campus Martius Park	9/30/2017 6:37 AM
158	health and fitness pickleball courts and program	9/29/2017 1:53 PM
159	maintenance Maintaining existing areas	9/29/2017 10:43 AM
160	maintenance Continue excellent maintenance of parks	9/29/2017 6:30 AM
161	inclusive community Senior services - workouts & fitness	9/28/2017 3:45 PM
162	inclusive community Swimming an outdoor pool with minimum fees	9/28/2017 3:20 PM
163	natural area Increase open space	9/28/2017 1:52 PM
164	inclusive community Safer/ More light/	9/28/2017 1:29 PM
165	inclusive community Expand to cater the growing population	9/28/2017 2:59 AM
166	connectivity health and fitness Bicycle paths	9/27/2017 10:53 PM
167	dogs on leads only	9/27/2017 4:28 PM
168	natural area Greater ecological focus, not cosmetic changes	9/27/2017 4:21 PM
169	health and fitness Fitness and Health for all	9/27/2017 4:11 PM
170	connectivity inclusive community Addressing mobility and access for aging population	9/27/2017 2:49 PM
171	inclusive community Upgrading existing parks and facilities, including becoming barrier free	9/27/2017 9:06 AM
172	Expand facilities	9/26/2017 3:44 PM
173	connectivity Safe bike access to all facilities	9/26/2017 2:18 PM
174	inclusive community Accessibility	9/26/2017 12:39 PM
175	inclusive community Better lighting around parks	9/26/2017 9:53 AM
176	connectivity Bike paths	9/26/2017 7:47 AM
177	inclusive community promote public art in parks	9/25/2017 6:12 PM
178	inclusive community Expand the Dog Park!	9/25/2017 3:48 PM
179	connectivity health and fitness Biking	9/25/2017 3:39 PM
180	maintenance Maintenance of existing facilities.	9/25/2017 1:53 PM
181	connectivity Connected walking and biking trails	9/25/2017 1:28 PM
182	natural area keep green spaces green	9/24/2017 8:18 PM
183	natural area Providing facilities which allow people to reconnect with nature	9/24/2017 2:03 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

184	maintenance	Maintaining the existing parks - they are wonderful and I'd like them to stay that way	9/24/2017 1:46 PM
185	inclusive community	Safety	9/24/2017 12:52 PM
186	maintenance	Advertising what is already available.	9/24/2017 12:21 PM
187	natural area	Maintain parks for quiet liesure	9/24/2017 8:13 AM
188	connectivity	Maintain walkability; enhance connection between neighborhoods east of Woodward to the downtown.	9/23/2017 12:28 PM
189	inclusive community	Park restrooms	9/22/2017 1:56 PM
190		define the purpose to Adams park and create it	9/22/2017 12:13 PM
191	connectivity	sidewalks in all neighborhoods	9/22/2017 9:40 AM
192	inclusive community	Upgrading playgrounds	9/21/2017 8:04 PM
193	inclusive community	Inclusive disability activities	9/21/2017 7:59 PM
194	health and fitness natural area	Hiking trails along the rouge	9/21/2017 7:40 PM
195	inclusive community	create paths accessible to our diverse population	9/21/2017 4:25 PM
196	maintenance	Keep local charm	9/21/2017 4:19 PM
197	natural area	Conserve natural beauty and restrict development of parkland	9/21/2017 4:05 PM
198	inclusive community	Bathroom facilities at parks	9/21/2017 3:54 PM
199	natural area	Reduce all the hard surfacing going into new parks	9/21/2017 3:27 PM
200	connectivity	More and better bicycle lanes	9/21/2017 3:15 PM
201		Better development of Poppleton	9/21/2017 3:12 PM
202	connectivity	Car-free walking paths	9/21/2017 2:46 PM
203	inclusive community	Public Swimming Pool (like troy or Southfield)	9/21/2017 1:04 PM
204		Re-design Kenning park to include more walking trails and more usable park space. This would include more sidewalks to and from as well as an additional Entrance from Hanley Court access point.	9/21/2017 11:19 AM
205	inclusive community	Senior utilization	9/21/2017 9:38 AM
206	health and fitness	Walking/biking paths around perimeter of parks	9/21/2017 8:57 AM
207	connectivity	Make biking safer for bikers and pedestrians	9/21/2017 7:46 AM
208	health and fitness	Adult Fitness and Wellness	9/21/2017 7:04 AM
209	connectivity	safe connecting bike paths	9/20/2017 9:16 PM
210	inclusive community	Safe and clean spaces	9/20/2017 7:54 PM
211	health and fitness	Improvements to ice arena - larger locker rooms, updated bathrooms	9/20/2017 7:32 PM
212	inclusive community	Larger dog park	9/20/2017 7:09 PM
213	inclusive community	Restrooms	9/20/2017 4:18 PM
214	maintenance	Promotion of facilities & programs	9/20/2017 3:12 PM
215		Aquatic Center	9/20/2017 3:12 PM
216	inclusive community	Dog Park	9/20/2017 3:01 PM
217	health and fitness	Bike trails/paths	9/20/2017 8:37 AM
218	natural area	Park preservation	9/20/2017 8:06 AM
219	inclusive community	Larger dog park	9/20/2017 7:49 AM
220	maintenance	What we have is fine	9/20/2017 7:28 AM
221	inclusive community	Restrooms at the Parks	9/19/2017 2:36 PM
222	health and fitness	Fitness center	9/19/2017 11:14 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

223	health and fitness Biking trails	9/18/2017 9:49 PM
224	Adams Park needs updates and separation from Roeper	9/18/2017 7:39 PM
225	connectivity biking paths and trails - OFF OF CITY STREETS	9/18/2017 7:20 PM
226	health and fitness inclusive community First Class Senior Center	9/18/2017 6:24 PM
227	Upgradumg existing parks (Adams Park)	9/18/2017 3:00 PM
228	natural area Keep open space open	9/17/2017 7:50 PM
229	connectivity Unfortunately more parking	9/17/2017 12:18 PM
230	Upgrade Adams Park	9/17/2017 9:31 AM
231	natural area Maintain green spaces	9/17/2017 7:32 AM
232	inclusive community Useful playgrounds in parks - whoever has chosen equipment in the past has missed the mark - too trendy	9/17/2017 6:36 AM
233	connectivity Mobility (non-car)	9/16/2017 7:29 PM
234	health and fitness Develop walking paths	9/16/2017 4:52 PM
235	inclusive community maintenance Maintain or improve play structures at park	9/16/2017 1:36 PM
236	inclusive community Get more off leash dog parks. I'm tired and frustrated by the number of people who continue to let their dogs off leash in all parks.	9/16/2017 11:20 AM
237	connectivity health and fitness Walkable spaces	9/16/2017 9:37 AM
238	health and fitness inclusive community No dogs/safety on running trails	9/16/2017 8:31 AM
239	connectivity Better biking: better designated bike trails/roads w less traffic	9/16/2017 6:38 AM
240	connectivity Connect parks with safe bike path	9/15/2017 10:16 PM
241	natural area Maintain open unplanned green space for flexible use	9/15/2017 5:22 PM
242	health and fitness Pickleball	9/15/2017 4:44 PM
243	inclusive community Universally accessible playgrounds	9/15/2017 4:29 PM
244	Upgrade Playground equipment in Parks/Poppleton	9/15/2017 4:18 PM
245	inclusive community public restrooms	9/15/2017 4:14 PM
246	natural area Green space	9/15/2017 4:03 PM
247	Adams Park needs attention!	9/15/2017 3:44 PM
248	natural area open green space	9/15/2017 3:27 PM
249	connectivity historic walking tours of downtown and neighborhoods	9/15/2017 3:24 PM
250	maintenance maintain playgrounds and adjacent grounds	9/15/2017 3:04 PM
251	improvement of neighborhood parks	9/15/2017 2:50 PM
252	Making better us of poppleton park	9/15/2017 2:37 PM
253	maintenance Neighborhood parks play structures	9/15/2017 2:21 PM
254	Improvements in nightlife. Nightclubs, music venues	9/15/2017 1:55 PM
255	provide EV charging spots at parking	9/15/2017 12:45 PM
256	Splash pad / private park	9/15/2017 12:40 PM
257	inclusive community Splash pad	9/15/2017 11:27 AM
258	inclusive community All playgrounds need to be CPSI inspected. For example the Shain park slide is super unsafe.	9/15/2017 11:25 AM
259	connectivity health and fitness More bike paths	9/15/2017 11:22 AM
260	Ice rink - summer	9/15/2017 11:18 AM
261	connectivity Bicycle infrastructure	9/15/2017 9:44 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

262	inclusive community Restrooms	9/15/2017 9:04 AM
263	Bike Rental	9/14/2017 9:04 PM
264	connectivity Walking - Sometimes it appears drivers are not considerate	9/14/2017 8:29 PM
265	inclusive community Put rubber down on playgrounds instead of wood chips.	9/14/2017 3:38 PM
266	health and fitness More walking trails	9/14/2017 3:18 PM
267	Rec Center	9/14/2017 3:11 PM
#	#2 PRIORITY	DATE
1	Hiking/Walking	10/19/2017 12:16 PM
2	Hiking/Walking trails	10/19/2017 12:08 PM
3	Mimic Beverly Park (pavillion, restrooms, sledding hills etc.)	10/19/2017 11:58 AM
4	Upgrading the ice arena, the actual ice skating area is pretty much one dingy color. Perhaps same colorful pennants hung up and some Detroit hockey history on the walls in that area.	10/19/2017 11:50 AM
5	Real bike paths	10/19/2017 11:45 AM
6	Hiking Trails	10/19/2017 11:18 AM
7	Adult Swim	10/16/2017 12:02 PM
8	Nature/garden centers, staffed with wood chip paths	10/15/2017 10:59 PM
9	parking	10/15/2017 2:15 PM
10	Stop building so close to the road especially Eton	10/14/2017 7:55 PM
11	Public bathrooms at parks!!	10/14/2017 6:56 PM
12	Maintaining current level/quality	10/14/2017 5:06 PM
13	Golf courses	10/14/2017 3:19 PM
14	biking	10/14/2017 2:30 PM
15	swim	10/14/2017 11:51 AM
16	off-leash dog park	10/14/2017 10:11 AM
17	Safe, fun outdoor play	10/14/2017 8:15 AM
18	Continue to use walking as a form of exercise	10/14/2017 7:59 AM
19	Children play areas	10/13/2017 8:57 PM
20	Keep neighborhood parks for residents.	10/13/2017 5:02 PM
21	fewer full time ball diamonds	10/12/2017 8:49 PM
22	Add irrigation to parks outside of the downtown	10/12/2017 7:36 PM
23	dog park	10/12/2017 7:18 PM
24	More walking/running paths	10/12/2017 1:22 PM
25	maintain current size of parks	10/12/2017 12:44 PM
26	expand outdoor nature walking areas	10/12/2017 12:19 PM
27	bathrooms at park facilities	10/12/2017 12:17 PM
28	More law enforcement presence throughout the city	10/12/2017 12:12 PM
29	bike paths	10/12/2017 9:06 AM
30	avoid too many new homes being built	10/12/2017 8:48 AM
31	Sand volleyball courts	10/12/2017 8:24 AM
32	Pickleball	10/12/2017 8:00 AM
33	Additional Areas Focused around kids and youth	10/12/2017 7:12 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

34	Culture	10/12/2017 7:11 AM
35	Senior rec facilities	10/11/2017 9:38 PM
36	Park Maintenance	10/11/2017 8:43 PM
37	More biking lanes especially on Maple	10/11/2017 8:11 PM
38	Basketball	10/11/2017 7:42 PM
39	Senior programs	10/11/2017 7:35 PM
40	Facilities & Programs for adults and seniors	10/11/2017 7:18 PM
41	Preserve sanctuary of neighborhoods by rerouting traffic in rail district	10/11/2017 7:06 PM
42	Diversity of events	10/11/2017 5:46 PM
43	winter activities	10/11/2017 4:20 PM
44	Partnership with two high schools to make use of pools free and at more conveneint times	10/11/2017 3:36 PM
45	Bike paths	10/11/2017 3:33 PM
46	Community nature conservancy activities	10/11/2017 3:13 PM
47	Make sure current offerings are meeting resident preferences	10/11/2017 3:07 PM
48	Walking/ Hiking trails	10/11/2017 2:38 PM
49	Pickleball	10/11/2017 2:15 PM
50	Golf	10/11/2017 1:42 PM
51	Performing arts	10/11/2017 1:11 PM
52	Better play grounds	10/11/2017 12:51 PM
53	Bicycling lanes	10/11/2017 12:48 PM
54	More diverse programs for persons with disabilities	10/11/2017 12:31 PM
55	improve public transportation	10/11/2017 12:27 PM
56	Maintain the quality	10/11/2017 12:17 PM
57	Hiking /walking trails	10/11/2017 12:09 PM
58	Walking/biking trails around parks	10/11/2017 11:54 AM
59	Splashpad	10/11/2017 11:16 AM
60	Better grass for all parks	10/11/2017 10:55 AM
61	Recreational opportunities for seniors	10/11/2017 10:30 AM
62	Better maintenance	10/11/2017 10:28 AM
63	Improve walking and fitness in parks	10/11/2017 10:28 AM
64	wifi availability	10/11/2017 10:15 AM
65	continue landscape and art-scape improvements	10/11/2017 10:09 AM
66	programs for all levels of fitness for adults and youth	10/11/2017 9:44 AM
67	Gazebo in Pembroke? This has been discussed in the Pembroke Manor Neighborhood over recent years.	10/11/2017 9:43 AM
68	Keep ice arena open all year	10/11/2017 9:40 AM
69	Shade at parks	10/11/2017 9:35 AM
70	walking/running trails	10/11/2017 9:29 AM
71	Safety	10/11/2017 9:25 AM
72	Update community playground facilities	10/11/2017 9:25 AM
73	dog parks - off leash	10/11/2017 9:24 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

74	Biking--Making the city walkable/bikeable with increased traffic	10/11/2017 9:15 AM
75	More frequent Artistic displays (even if temporary exhibits)	10/11/2017 9:15 AM
76	Open Swims	10/11/2017 9:08 AM
77	walking track/walking trails	10/11/2017 9:02 AM
78	More bike lanes and paths (Lincoln is a disgrace)	10/11/2017 8:58 AM
79	Bike paths	10/11/2017 8:51 AM
80	Flat Open Space for Soccer	10/11/2017 8:46 AM
81	Finding ways for aging population to connect with kid-centric parks	10/11/2017 8:43 AM
82	Biking and walking trails	10/11/2017 8:40 AM
83	Having seating available in parks	10/11/2017 8:40 AM
84	bathrooms	10/11/2017 8:37 AM
85	Improvements to existing facilities	10/11/2017 8:34 AM
86	Walking paths	10/11/2017 8:32 AM
87	Preserving land	10/11/2017 8:25 AM
88	Add a dog park -ideally relook at Springdale	10/11/2017 8:19 AM
89	Community programs	10/11/2017 8:08 AM
90	Outdoor ice for public skate in winter.	10/11/2017 8:03 AM
91	better roads in the neighborhoods	10/11/2017 8:01 AM
92	Continue bike trail expansion	10/11/2017 7:45 AM
93	See priority 1	10/11/2017 7:44 AM
94	Add real restrooms to parks	10/11/2017 7:43 AM
95	Education	10/11/2017 7:39 AM
96	expand the on road biking! make it safer!	10/11/2017 7:38 AM
97	Walking Streets closed to cars in town	10/11/2017 7:35 AM
98	Bike path - too many cyclists clogging roads	10/11/2017 7:35 AM
99	Splash pad for the kids	10/10/2017 10:13 PM
100	Community gardens	10/10/2017 9:36 PM
101	Building walking paths	10/10/2017 5:40 PM
102	Poppleton Park update	10/9/2017 8:25 AM
103	Don't over complicate our parks by trying to be all to all and creating unnecessary park improvements	10/6/2017 9:10 AM
104	Updated play equipment such as new equipment at Stoney creek metro park	10/6/2017 7:15 AM
105	Athletic field improvements: grading/drainage	10/6/2017 6:54 AM
106	Hiking/Biking trails	10/6/2017 1:01 AM
107	Nature Trails	10/5/2017 9:06 PM
108	Focus on green spaces and trees, we can bring our own equipment. Don't need more parking.	10/5/2017 6:44 PM
109	Trails	10/5/2017 12:35 PM
110	Add more easily accessible discreetly located public restrooms in several of the parks	10/5/2017 12:26 PM
111	off-leash dog park	10/5/2017 9:55 AM
112	Better baseball fields at Kenning Park	10/5/2017 9:42 AM
113	Better bike awareness	10/5/2017 9:23 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

114	Improvement of play structures including handicap	10/5/2017 9:22 AM
115	Community Pool	10/4/2017 11:10 PM
116	Walking and biking connections of parks and schools. Could be hugely improved and be a model.	10/4/2017 10:12 PM
117	Basketball!!!!!!!!!!!!	10/4/2017 8:55 PM
118	Better trails	10/4/2017 8:49 PM
119	Lighting	10/4/2017 8:44 PM
120	parks should be open all the time	10/4/2017 3:39 PM
121	walking/biking trails	10/4/2017 3:36 PM
122	at risk programs for youth	10/4/2017 3:34 PM
123	Biking	10/4/2017 3:31 PM
124	senior center	10/4/2017 12:36 PM
125	Expand the planting of a variety of native tree species.	10/4/2017 11:07 AM
126	hiking trails and opportunities to be outdoors	10/3/2017 11:31 AM
127	Senior fitness	10/3/2017 10:39 AM
128	Add pickleball / paddle ball court to provide winter activity	10/2/2017 9:18 PM
129	inclusive facilities/playgrounds	10/2/2017 9:00 PM
130	Lower Fees	10/2/2017 6:44 PM
131	More playground equipment at parks	10/2/2017 3:53 PM
132	Keep the golf courses on track (they improved over the past several years and want to keep up the good work)	10/2/2017 3:50 PM
133	Festivals	10/2/2017 3:49 PM
134	Drastically increasing sports programs (youth and adult)	10/2/2017 3:37 PM
135	Redo soccer fields	10/2/2017 3:37 PM
136	Alternative transportation	10/2/2017 11:56 AM
137	Biking paths	10/2/2017 10:08 AM
138	More green space created	10/2/2017 9:55 AM
139	Community gym and pool	9/30/2017 6:37 AM
140	safe bike trails (not Lincoln)	9/29/2017 1:53 PM
141	Emphasis on classes & programs emphasizing health and well-being	9/29/2017 10:43 AM
142	Bike rentals	9/28/2017 3:45 PM
143	Walking trails	9/28/2017 3:20 PM
144	Provide more walking trails	9/28/2017 1:52 PM
145	Newer up to date play structures / diverse	9/28/2017 1:29 PM
146	Offer good value services	9/28/2017 2:59 AM
147	more flower beds	9/27/2017 4:28 PM
148	More community building education and activities	9/27/2017 4:21 PM
149	Safe bicycle paths	9/27/2017 4:11 PM
150	Reduction of chemicals in parks to enhance health	9/27/2017 2:49 PM
151	Foster a sense of community through the parks and activites	9/27/2017 9:06 AM
152	Walking paths within tyher larger parks	9/26/2017 2:18 PM
153	Marketing	9/26/2017 12:39 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

154	more hiking/walking trails	9/26/2017 9:53 AM
155	More outdoor music	9/26/2017 7:47 AM
156	promote reading & literacy events, like author talks in parks	9/25/2017 6:12 PM
157	More trails to ride bikes	9/25/2017 3:48 PM
158	Hiking	9/25/2017 3:39 PM
159	Publicize what we have to residents.	9/25/2017 1:53 PM
160	Expand dog parks	9/25/2017 1:28 PM
161	crosswalk on maple, from quarton lake path across Maple	9/24/2017 8:18 PM
162	Provide facilities that allow people to remain fit, year round	9/24/2017 2:03 PM
163	Golf Courses - also great and I'd like to see them stay that way	9/24/2017 1:46 PM
164	Letting people know the location not just by name but address	9/24/2017 12:21 PM
165	Play areas for children and young adults	9/24/2017 8:13 AM
166	Develop Poppleton Park to take advantage of its potential while minimizing adverse impact on neighborhood.	9/23/2017 12:28 PM
167	Completion of trail systems	9/22/2017 1:56 PM
168	improve use of Barnum park, programs for children?	9/22/2017 12:13 PM
169	better lighting	9/22/2017 9:40 AM
170	Enhanced bike paths	9/21/2017 8:04 PM
171	Bathrooms at all parks	9/21/2017 7:59 PM
172	more picnic tables	9/21/2017 4:25 PM
173	Pool	9/21/2017 4:19 PM
174	More trees.	9/21/2017 4:05 PM
175	Walking/biking trails (extension)	9/21/2017 3:54 PM
176	Maintain diversity of parks, including open spaces for community uses	9/21/2017 3:27 PM
177	Upgrade athletic aspects of parks	9/21/2017 3:15 PM
178	Car-free biking paths	9/21/2017 2:46 PM
179	Better bike lanes, or bike lanes at all really.	9/21/2017 1:04 PM
180	Protected Bike lanes on Eton from Maple to preferrably 14 Mile but at least to Lincoln. Pedestrian/Bicycle Safety is very concerning right now.	9/21/2017 11:19 AM
181	bicycling	9/21/2017 9:38 AM
182	Informative signs about history of park or species in the park	9/21/2017 8:57 AM
183	Expand maker space at library or elsewhere	9/21/2017 7:46 AM
184	Community Gardens	9/21/2017 7:04 AM
185	more variety of things to do at the parks, i.e. basketball courts, volleyball areas, ice rinks, sledding hills, disc golf, nature area, trails, covered picnic areas, etc.	9/20/2017 9:16 PM
186	Events to bring people to area	9/20/2017 7:54 PM
187	Better soccer fields	9/20/2017 7:32 PM
188	More safe walking and biking trails	9/20/2017 7:09 PM
189	Make Shain Park more kid friendly	9/20/2017 4:18 PM
190	Maintain greenspace	9/20/2017 3:12 PM
191	Bike trails	9/20/2017 3:12 PM
192	Additional bike parking	9/20/2017 8:37 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

193	Program diversity	9/20/2017 8:06 AM
194	Bike Park	9/20/2017 7:49 AM
195	Walking trails at the parks	9/19/2017 2:36 PM
196	Water Park	9/18/2017 9:49 PM
197	Lights for tennis courts	9/18/2017 7:39 PM
198	more outside sport courts for pickle ball, tennis	9/18/2017 7:20 PM
199	Pedestrian bridge over Maple Rd. connecting the trails	9/18/2017 6:24 PM
200	Fitness programs all ages	9/18/2017 3:00 PM
201	No more parking	9/17/2017 7:50 PM
202	Stop bringing in businesses that need parking	9/17/2017 12:18 PM
203	Invest in aging population programs. This is a significant number of tax payers	9/17/2017 7:32 AM
204	Ensuring plenty of grass and trees - especially mature trees. Shain Park is a cold cement unwelcoming place with little facility for child play	9/17/2017 6:36 AM
205	Biking path on Woodward median	9/16/2017 7:29 PM
206	Indoor fitness opportunities during the Winter	9/16/2017 4:52 PM
207	Maintain sidewalks/walkability	9/16/2017 1:36 PM
208	More multi-use fields. Convert some baseball diamonds to soccer/football/lacrosse/field hockey fields with "track" like rings around them.	9/16/2017 11:20 AM
209	Bike safe paths through the city	9/16/2017 9:37 AM
210	More native plantings	9/16/2017 8:31 AM
211	Better walkability, especially downtown.	9/16/2017 6:38 AM
212	Bike lanes	9/15/2017 10:16 PM
213	Update playground equipment	9/15/2017 5:22 PM
214	Handicap play and exercise equipment and access to these (sidewalks)	9/15/2017 4:44 PM
215	Programming: all ages activities	9/15/2017 4:29 PM
216	Bike lanes t/o city - bike rental	9/15/2017 4:18 PM
217	dog park for small dogs	9/15/2017 4:14 PM
218	Nature trails	9/15/2017 4:03 PM
219	Safe cross walk East of Woodward from Poppelton Park into town	9/15/2017 3:44 PM
220	walkability, including existing sidewalks	9/15/2017 3:27 PM
221	safe bike paths connecting neighborhoods and downtown	9/15/2017 3:24 PM
222	offer variety of programs across age groups and abilities	9/15/2017 3:04 PM
223	Addition of a city owned fitness center	9/15/2017 2:50 PM
224	Bike paths	9/15/2017 2:37 PM
225	Bicycle paths/lanes	9/15/2017 2:21 PM
226	More summer events	9/15/2017 1:55 PM
227	Upgraded playground areas	9/15/2017 12:40 PM
228	Workout trail	9/15/2017 11:27 AM
229	Lighting at all parks	9/15/2017 11:25 AM
230	More dog friendly parks	9/15/2017 11:22 AM
231	Swimming - not so far away, hate going to Groves	9/15/2017 11:18 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

232	Aquatic facilities	9/15/2017 9:44 AM
233	Fitness	9/15/2017 9:04 AM
234	Maintenance of nature trails	9/14/2017 9:04 PM
235	Large Field Use - Softball, baseball, soccer, football, etc....	9/14/2017 8:29 PM
236	Extend the hiking trail along rouge river	9/14/2017 3:38 PM
237	Better music at summer concert series at Shain park	9/14/2017 3:18 PM
238	Swim Center	9/14/2017 3:11 PM
#	#3 PRIORITY	DATE
1	Restrooms	10/19/2017 12:08 PM
2	Lit tennis courts at a couple parks	10/19/2017 11:58 AM
3	more access to indoor swimming for all	10/16/2017 12:02 PM
4	Community art center for walk in ceramics, painting, art for all ages	10/15/2017 10:59 PM
5	Stop the horrible curb configurations as on Lincoln, make the already congested road even worse	10/14/2017 7:55 PM
6	Try to avoid over developing the land; keep some natural beauty and simplicity	10/14/2017 6:56 PM
7	Ice arena	10/14/2017 3:19 PM
8	soccer	10/14/2017 2:30 PM
9	open space	10/14/2017 11:51 AM
10	bicycling issues - road space & driver awareness	10/14/2017 10:11 AM
11	Community youth sporting leagues	10/14/2017 8:15 AM
12	Become more involved in community programs when I retire	10/14/2017 7:59 AM
13	Sports tennis Pickle ball	10/13/2017 8:57 PM
14	soccer fields with goals not just open space	10/12/2017 8:49 PM
15	Continue to plant trees	10/12/2017 7:36 PM
16	community gardens	10/12/2017 7:18 PM
17	Lighting to make everything safe.	10/12/2017 1:22 PM
18	maintain current parking at parks	10/12/2017 12:44 PM
19	confine development	10/12/2017 12:19 PM
20	More tennis courts and winter activities	10/12/2017 12:12 PM
21	upgrade/ expand or add dog park	10/12/2017 9:06 AM
22	bikelanes/sidewalks throughout. walking paths to somerset mall	10/12/2017 8:48 AM
23	More wooded space along Rouge...	10/12/2017 8:24 AM
24	Parking	10/12/2017 8:00 AM
25	Better Playgrounds for kids	10/12/2017 7:12 AM
26	Golf	10/12/2017 7:11 AM
27	walking/hiking paths	10/11/2017 9:38 PM
28	Biking and Walking opportunities	10/11/2017 8:43 PM
29	Better and ornate lighting to improve evening walking	10/11/2017 8:11 PM
30	Tennis	10/11/2017 7:42 PM
31	Walking trails	10/11/2017 7:35 PM
32	Walking and bike trails	10/11/2017 7:18 PM
33	Green barriers between developed parks and homes	10/11/2017 7:06 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

34	summer activities	10/11/2017 4:20 PM
35	Add outdoor/lighted/heated elevated paddle ball courts	10/11/2017 3:36 PM
36	Interactive water feature	10/11/2017 3:13 PM
37	Promote walkable/bikeable options	10/11/2017 3:07 PM
38	Concerts	10/11/2017 2:38 PM
39	Do NOT want to se football, baseball, soccer fields or basketball courts	10/11/2017 2:15 PM
40	Biking	10/11/2017 1:42 PM
41	Athletic facilities	10/11/2017 1:11 PM
42	Bike paths	10/11/2017 12:51 PM
43	More public safety and security at parks/trails	10/11/2017 12:31 PM
44	improve/resolve Amtrak issue	10/11/2017 12:27 PM
45	Don't over invest	10/11/2017 12:17 PM
46	Special events/festivals	10/11/2017 12:09 PM
47	Restrooms at parks	10/11/2017 11:54 AM
48	Better use of the Eton park areas	10/11/2017 10:55 AM
49	Complete Kenning Park Master Plan	10/11/2017 10:30 AM
50	Determine what to do with underused park space...do we need it?	10/11/2017 10:28 AM
51	bike trails	10/11/2017 10:15 AM
52	offer more activities to socialize, at more locations	10/11/2017 10:09 AM
53	programs for people with disabilities	10/11/2017 9:44 AM
54	Offer nature education programs to get kids outside	10/11/2017 9:40 AM
55	Larger dog park/off leash. Current one is too small	10/11/2017 9:35 AM
56	community sponsored fitness-in-the-park type events	10/11/2017 9:29 AM
57	Aging populations	10/11/2017 9:25 AM
58	Reassess/revamp community events to ensure community participation and appropriateness for both young and established families	10/11/2017 9:25 AM
59	bathrooms	10/11/2017 9:24 AM
60	Nature management-keep the city green	10/11/2017 9:15 AM
61	Off-season sporting at the Golf Courses	10/11/2017 9:15 AM
62	Golf Course	10/11/2017 9:08 AM
63	More trees in parks/more activities in parks	10/11/2017 9:02 AM
64	More walking trails/sidewalks	10/11/2017 8:58 AM
65	Updated Tennis Courts	10/11/2017 8:46 AM
66	Soliciting volunteers to enhance parks	10/11/2017 8:43 AM
67	n/a	10/11/2017 8:40 AM
68	More lighting in parks	10/11/2017 8:40 AM
69	hiking/walking trails	10/11/2017 8:37 AM
70	Additional programs offered	10/11/2017 8:34 AM
71	Adult wellness/exercise	10/11/2017 8:32 AM
72	Continuing Birmingham's activities	10/11/2017 8:25 AM
73	Maintain enhance summer park entertainment	10/11/2017 8:19 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

74	Adult playgrounds (exercise areas like Pitt PA)	10/11/2017 8:08 AM
75	Creating more random pick-up games for the community to meet new people.	10/11/2017 8:03 AM
76	Better adult swim offerings	10/11/2017 7:45 AM
77	See priority 2	10/11/2017 7:44 AM
78	Improve golf courses	10/11/2017 7:43 AM
79	General Prepared Readiness	10/11/2017 7:39 AM
80	Sidewalks where there aren't any (14 mile etc)	10/11/2017 7:35 AM
81	Community Gardens - Organic vegetable gardening	10/11/2017 7:35 AM
82	Composting	10/10/2017 9:36 PM
83	Improving golf courses	10/10/2017 5:40 PM
84	Additional off-road bike trails	10/9/2017 8:25 AM
85	Family fun map of all Birmingham parks...always being asked where the parks are by new families.	10/6/2017 7:15 AM
86	Cooperation/coordination with Birmingham Public Schools	10/6/2017 6:54 AM
87	Sports	10/6/2017 1:01 AM
88	Playgrounds	10/5/2017 9:06 PM
89	Ice arena could use better coordination with local schools / sports teams.	10/5/2017 6:44 PM
90	restrooms	10/5/2017 12:35 PM
91	Make existing team sports facilities in the schools more available for public use in non school use hours - running tracks, football / lacrosse fields, baseball diamonds etc.	10/5/2017 12:26 PM
92	bicycle - both road & rental availability	10/5/2017 9:55 AM
93	Bathrooms	10/5/2017 9:42 AM
94	More nature education and awareness	10/5/2017 9:23 AM
95	Improved facilities at large parks while maintaining open space.	10/5/2017 9:22 AM
96	Safer walking paths / crosswalks along Woodward	10/4/2017 11:10 PM
97	Preserve green spaces, enhance what is there, obtain more if possible. There are some vacant lots sitting in key parts of Birmingham that are eye sores that could be turned into park/ nature focused - 2 at Woodward and Maple and one at Woodward and Oakland	10/4/2017 10:12 PM
98	Indoor flowed and aquarium	10/4/2017 8:55 PM
99	More Trees	10/4/2017 8:44 PM
100	scheduled maintenance adhered to	10/4/2017 3:39 PM
101	maintaining current quality	10/4/2017 3:36 PM
102	natural resource management	10/4/2017 3:34 PM
103	greenspace	10/4/2017 12:36 PM
104	Promote use of golf courses by non-residents. I want to see people on the courses at all times.	10/4/2017 11:07 AM
105	outdoor concerts with wide appeal -- classical, jazz for instance	10/3/2017 11:31 AM
106	Improved playground equipment	10/3/2017 10:39 AM
107	Improve signage along Rouge River trail	10/2/2017 9:18 PM
108	Cooperation with local library	10/2/2017 6:44 PM
109	More nature trails	10/2/2017 3:53 PM
110	Change a tennis court or 2 into a community garden	10/2/2017 3:50 PM
111	Community	10/2/2017 3:49 PM
112	Safety via technology	10/2/2017 3:37 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

113	Porta loos for tennis courts	10/2/2017 3:37 PM
114	Communicate events or offerings	10/2/2017 11:56 AM
115	Shaded sitting	9/30/2017 6:37 AM
116	Areas & programs that are senior-friendly & young family-friendly	9/29/2017 10:43 AM
117	Bike routes	9/28/2017 3:20 PM
118	Dog park for small dogs	9/28/2017 1:52 PM
119	Bike trails	9/28/2017 1:29 PM
120	Get more people to participate regularly	9/28/2017 2:59 AM
121	well maintained paths	9/27/2017 4:28 PM
122	dancing for seniors	9/27/2017 4:21 PM
123	Family centered fun	9/27/2017 4:11 PM
124	Technology advancements, interpretive designs, solar lighting	9/27/2017 2:49 PM
125	Offer winter programs	9/27/2017 9:06 AM
126	Sustainability	9/26/2017 12:39 PM
127	bike rentals	9/26/2017 9:53 AM
128	Flowers around the city like in Charlevoix	9/26/2017 7:47 AM
129	promote music in parks including dance, exercise & music talks	9/25/2017 6:12 PM
130	Youth Volleyball, Basketball and Soccer	9/25/2017 3:48 PM
131	Community gardening	9/25/2017 3:39 PM
132	(see #1)	9/25/2017 1:53 PM
133	Teen/adult rec sports teams, especially soccer	9/25/2017 1:28 PM
134	making birmingham area more bike-rider friendly	9/24/2017 8:18 PM
135	Providing access to all	9/24/2017 2:03 PM
136	Bicycle lanes and Dog Park	9/24/2017 1:46 PM
137	sports venues	9/24/2017 8:13 AM
138	Improve appearance and maintenance of "forgotten" green spaces such as Adams Park.	9/23/2017 12:28 PM
139	Designated bike lanes	9/22/2017 1:56 PM
140	maintain existing facilities	9/22/2017 12:13 PM
141	Public swimming/recreation facility	9/21/2017 8:04 PM
142	restrooms for parks	9/21/2017 4:25 PM
143	Improve ice arena	9/21/2017 4:19 PM
144	Lobby to end Dream Cruise	9/21/2017 4:05 PM
145	Multicultural events	9/21/2017 3:54 PM
146	Do not over program parks for youth sports. Kids who don't pay \$3,000 a year for soccer deserve so space too	9/21/2017 3:27 PM
147	Swimming programs	9/21/2017 3:15 PM
148	Cross walk and stop sign enforcement by police	9/21/2017 2:46 PM
149	Adding restroom facilities (and maybe food vending) to some of the larger parks	9/21/2017 1:04 PM
150	Walk-Through or bridge connecting the residences to the businesses on the other side of the RR tracks. If we can increase the foot traffic, I think the Vehicle traffic could reduce somewhat.	9/21/2017 11:19 AM
151	Playgrounds	9/21/2017 9:38 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

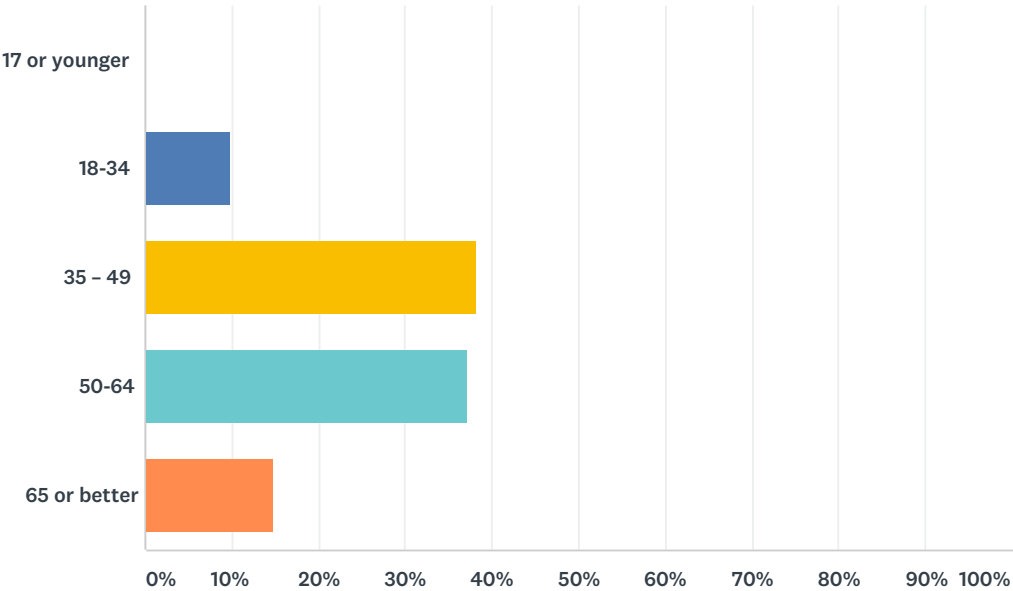
152	Updates of existing equipment and buildings	9/21/2017 8:57 AM
153	Expanded dog parks	9/21/2017 7:04 AM
154	restroom buildings at the parks	9/20/2017 9:16 PM
155	Community sports/activities	9/20/2017 7:54 PM
156	Bathrooms at parks	9/20/2017 7:32 PM
157	Lighting	9/20/2017 4:18 PM
158	?	9/20/2017 3:12 PM
159	Swimming	9/20/2017 7:49 AM
160	Programs for youth	9/19/2017 2:36 PM
161	walking paths	9/18/2017 7:39 PM
162	community grdns w/walking paths & benches w/rotating art displays	9/18/2017 7:20 PM
163	River viewing/sitting areas along the River Rouge trails	9/18/2017 6:24 PM
164	More green, less development	9/17/2017 7:50 PM
165	You can't ride bikes thru town, to much traffic!!!	9/17/2017 12:18 PM
166	Pit was very disappointing that the city was never able to providing a health club at the Barum location like Troy did.	9/17/2017 7:32 AM
167	Maintaining neighborhood feel to the parks and offer more opportunities to gather for quality exercise and fitness programs	9/17/2017 6:36 AM
168	Safe Woodward crossing	9/16/2017 7:29 PM
169	Outdoor Winter sports	9/16/2017 4:52 PM
170	Add more children's outdoor programs	9/16/2017 1:36 PM
171	More community gardens, with so many people living on small lots it is difficult to have a garden. Our children need to understand where food comes from and be encouraged to eat more healthy food.	9/16/2017 11:20 AM
172	Community gardens	9/16/2017 8:31 AM
173	Better traffic control, less blockades of side streets	9/16/2017 6:38 AM
174	Pocket parks for specific activities - eg volleyball, basketbal, community gardens	9/15/2017 4:44 PM
175	Walking paths inside parks, i e, Poppleton, Pembroke, etc.	9/15/2017 4:29 PM
176	Community Garden	9/15/2017 4:18 PM
177	Sidewalk availability	9/15/2017 4:03 PM
178	bike lanes	9/15/2017 3:27 PM
179	natural walking paths	9/15/2017 3:24 PM
180	don't overdevelop the parks that cost a lot of money	9/15/2017 3:04 PM
181	Continuing Birmingham's excellent festivals and programs.	9/15/2017 2:50 PM
182	Cross walk at Woodward	9/15/2017 2:37 PM
183	Hiking walking paths	9/15/2017 2:21 PM
184	Bike rentals	9/15/2017 1:55 PM
185	Updated play equipment	9/15/2017 11:27 AM
186	Picnic tables near playgrounds	9/15/2017 11:25 AM
187	Updated restrooms at parks	9/15/2017 11:22 AM
188	Trails and paths	9/15/2017 9:44 AM
189	Nature education trails	9/14/2017 9:04 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

190	Golf	9/14/2017 8:29 PM
191	Allow kayak rental in Quarten lake	9/14/2017 3:38 PM
192	Bring back the fireworks	9/14/2017 3:18 PM
193	Cultural Center	9/14/2017 3:11 PM

Q10 What is your age?

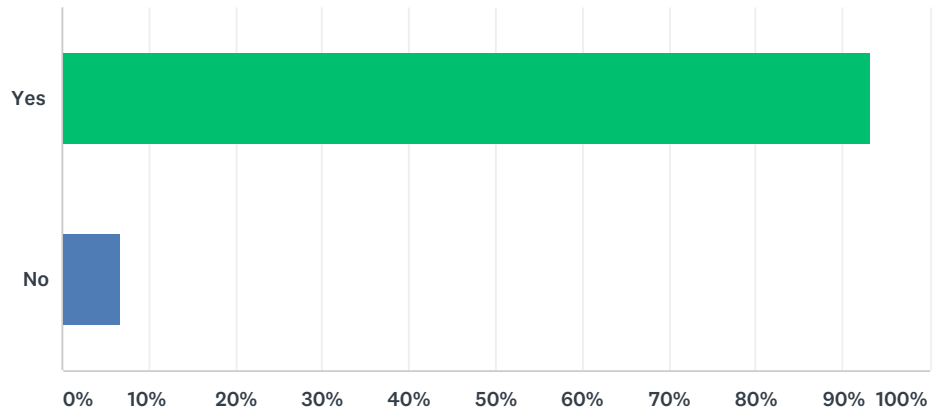
Answered: 358 Skipped: 59



ANSWER CHOICES	RESPONSES	
17 or younger	0.00%	0
18-34	9.78%	35
35 – 49	38.27%	137
50-64	37.15%	133
65 or better	14.80%	53
TOTAL		358

Q11 Do you live in the City of Birmingham?

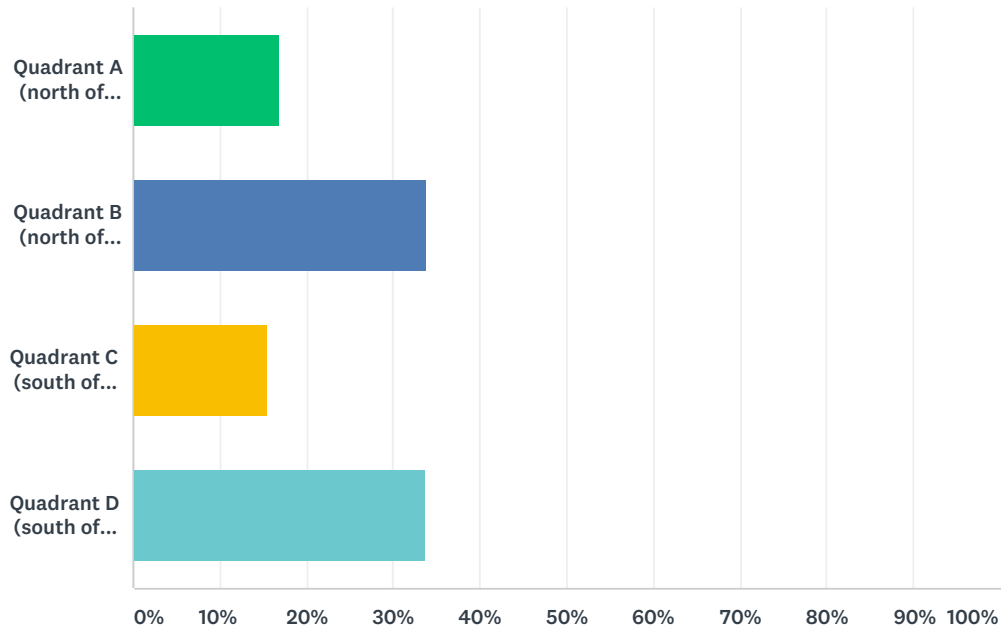
Answered: 356 Skipped: 61



ANSWER CHOICES		RESPONSES	
Yes		93.26%	332
No		6.74%	24
TOTAL			356

Q12 Which quadrant do you live in?

Answered: 342 Skipped: 75



ANSWER CHOICES	RESPONSES	
Quadrant A (north of Maple, west of Woodward Ave.)	16.96%	58
Quadrant B (north of Maple, east of Woodward Ave.)	33.92%	116
Quadrant C (south of Maple, east of Woodward Ave.)	15.50%	53
Quadrant D (south of Maple, west of Woodward Ave.)	33.63%	115
TOTAL		342

Q13 Please feel free to leave any additional comments that were not addressed in the above questions.

Answered: 104 Skipped: 313

#	RESPONSES	DATE
1	I'm 90 yrs old and live alone.	10/19/2017 12:05 PM
2	My main concern is for visibly enhanced playgrounds. Booth Park is not. Children can easily get out of sight of their parents. Also please no public restrooms or underground parking, also for safety reasons.	10/19/2017 11:52 AM
3	Stop allowing green space to be lost ie: along the Rouge River and Old Woodward!	10/19/2017 11:25 AM
4	Landscapes should focus on natural materials and not focus on paving and hardscaping which is human unfriendly. Provide seating for resting. Water for drinking. I love how the city provides toys at the local parks. How about some senior walking groups, tennis groups. Ways to foster community in non competitive ways. Cross generational projects would be wonderful too so everyone benefits from each other's strengths.p, such as open air painting classes, tai chi in parks, etc.	10/15/2017 11:06 PM
5	Eton road is a mess, too much fast traffic, noise, huge trucks	10/15/2017 2:16 PM
6	Kenning park does not need to lose anymore parking spaces. The senior center has already become an eye sore for us in the neighborhood. Do not touch the parking, do not add that fourth ball park, and no PARKING on residential streets to service that park!!!!!!	10/14/2017 7:58 PM
7	Overall I like the plan for Kenning Park, especially bathrooms and a pavilion!! I am not sure we need that many baseball diamonds or a road to them. One of the things parents enjoy most about Kenning is that is is tucked back away from the street, different to the other nearby parks. That allows us to let our children be kids and RUN free, within reason, without helicoptering over them.	10/14/2017 7:01 PM
8	Tennis courts vary in quality. Nets are often not properly maintained and kept at adequate height. Wind screens should be added. Golf courses should spend more money on maintenance and upgrades to the courses themselves.	10/14/2017 3:20 PM
9	Kenning Park Master Plan should be revisited. Many of the nearby residents are concerned with the relocation of any baseball diamonds that would require removal of mature trees & introduce cars to park along the residential streets to the park's south. Kenning Park should be diversified in use & have adequate an amount of open space for soccer & other sports besides baseball. Four baseball diamonds at Kenning Park is excessive. All Birmingham parks that have recreational space should also be checked for the recreational areas to drain well & be safe from dips or areas where sprained ankles could occur running across. The portion of land at the northeast corner of S.Eton & Lincoln should be considered to be re-purposed as an urban Park and gateway for the Rail District.	10/14/2017 2:48 PM
10	A main reason I live in bham- public space & parks & walking trails. As the density increases, we need to continue to make sure we provide adequate space. My personal favorite are the walking trails & would be delighted if we could somehow expand - & I'd be happy to donate to support such efforts - best part of Bham is that we have both city & nature	10/14/2017 10:14 AM
11	In general, I feel that the parks in Birmingham are under utilized. Other than just maintenance, I don't think much more needs to be done. We have great parks in our city and I hardly see people using these services. Poppleton park is huge and empty. People in these neighborhoods can afford to have all of their equipment in their homes or in their backyard. instead of focusing on the parks, It's time to focus on the areas outside the parks: walking trails, bike trails.	10/14/2017 8:03 AM
12	Build park in triangle district	10/14/2017 7:13 AM
13	Kenning park is once again being under attack. It is so close to homes and should be kept for the neighborhood. Keep the big trees and 4 ball diamonds are enough. We don't want extra people parking on side streets. And no walking paths. We want to keep our streets safe and quiet.	10/13/2017 5:10 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

14	Too few parks in Quadrant C above Only one park in that area Kenning we need more parks that we can walk to other areas have multiple parks and we have only one IT NEED TO BE A PRIORITY and not as a city wide destination but as a neighborhood destination USE the private club for more parking and let the members relocate to other tennis clubs	10/12/2017 8:52 PM
15	Some of the parks need more shade, even if that means bringing in artificial shade such as awnings or umbrellas. For instance we love Barnum park but there needs to be more shade in the playground area. There is no place to go and get out of the sun. In the summer time we avoid this park because it is simply too hot and there is no shade. I would also like to see some parks offer permanent bathroom facilities. I understand this might not be feasible in all parks but some of the bigger parks with higher usage it would be nice to have that option. Perhaps also maybe one or two parks with a pavilion or other covered areas that could be rented (like Beverly park in Beverly Hills).	10/12/2017 10:42 AM
16	Maintenance of Parks should include spraying for weeds and insects (Mosquitos).	10/12/2017 7:15 AM
17	We have 50% less children than we had 40 years ago and 100% more formal park space....most of which is underutilized (baseball, football, tennis). I would like to see aesthetic improvements to existing park space rather than expansion of equipment and facilities.	10/11/2017 8:50 PM
18	Improve Barnum Park to draw the level of activity at Booth Park	10/11/2017 3:16 PM
19	The medians on Woodward Ave. Need attention. They are a hodge/podge of shrubs and flowers. We need to do a better job in this area. Hanging baskets etc. Always look great !!!!!	10/11/2017 2:45 PM
20	Adams Park needs extensive improvement!!	10/11/2017 1:47 PM
21	Please develop Adams park. There are so many young babies and children in the area. A splash pad would be perfect	10/11/2017 1:13 PM
22	Speeding on Eton and Lincoln	10/11/2017 12:50 PM
23	As far as the existing trails, they should all be connected.	10/11/2017 12:30 PM
24	Adams Park is in need of additional investment to improve the equipment, fencing, trees and grass.	10/11/2017 12:22 PM
25	Parks are the pride of the city but all of our tax dollars don't need to be utilized to entertain surrounding communities	10/11/2017 12:18 PM
26	Need more parking in the retail space area of Rail District, near Cole and Eton. The dancing schools take up most of parking spaces.	10/11/2017 12:12 PM
27	Adams Park has been discussed the last 16 years I have lived here. When will the improvements be made?	10/11/2017 11:58 AM
28	We should take note from the Grosse Pointe Farms and their community park. We need a nice swimming pool, splash pad and summer play area.	10/11/2017 10:57 AM
29	I love our parks. I have lived in Birmingham my whole life and appreciate all of our parks, particularly Manor and Poppleton. I do miss some of the greenspace that was part of Shain Park since that was changed several years ago, but it is still pretty and I enjoy the fountain and tables in the summer. I like that we have lots of benches there as well.	10/11/2017 9:51 AM
30	So many parents comment about Booth Park, and we are concerned that it's a hard park to watch your kids play without being a helicopter mom/dad.	10/11/2017 9:42 AM
31	I believe the number one key to keeping Birmingham a viable, attractive city going forward is to keep it walkable/bikeable. Traffic continues to increase, and for me personally it has become tough to cross Maple on foot, and even Oak can be a challenge when it is busy.	10/11/2017 9:17 AM
32	A community garden along with a children's garden might be beneficial to the community	10/11/2017 9:16 AM
33	Overall you are doing a great job with the Parks. As "power user", I could leave a long list of successes, great job! However, my main critique, or missed opportunity, has to do with connectivity: It is dangerous to cross from the riverwalk to Quarton Lake waterfall, and impossible to cross from Linden to Linn Park (thus never used). And with bikes, well the lack of bike lanes is appalling, there's no other word for it. Painting bike symbols on Lincoln, for example, is an insult when the cars blithely run you off the road every chance they get.	10/11/2017 9:16 AM
34	Remove and replace the statue of naked lady in Shain Park. Replace with a more family friendly statue. Would like to see more bistro-style tables in our parks. Add activities in the parks, i.e., shuffle board, disc golf, croquet.	10/11/2017 9:06 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

35	Birmingham has a great park system, that is one of the things that attracted us to move here. It would be great if we had some tennis courts with lights though :-)	10/11/2017 8:51 AM
36	Sidewalks are not maintained in the winter. Lack of sidewalk Snow removal by the city makes walking to town impossible. They frequently pile snow at corners so we can't cross the street.	10/11/2017 8:42 AM
37	I have always been a big proponent of a all year swimming pool for the community. 2-3 golf courses but not one all year pool / water program.	10/11/2017 8:10 AM
38	Dont overcluter parks, dont ruin green space of parks.	10/11/2017 8:03 AM
39	please get the bikers in a bike lane and have them obey the traffic laws! someone will get killed! Also please watch the use of drones in the parks!!!	10/11/2017 7:39 AM
40	Live in Beverly Hills yet pay Birmingham taxes. Required to pay a premium for Birmingham activities	10/11/2017 7:36 AM
41	Please add lighting to Linden Park. It is a great park but when it gets dark early, it is not able to be enjoyed because of no lighting.	10/11/2017 7:36 AM
42	Do NOT populate our parks with baseball diamonds and increase public parking in our streets with non-birmingham residents. We appreciate and enjoy the natural state of our Parks.	10/11/2017 7:29 AM
43	My 2 top priorities are the Ice Arena and Poppleton Park. I completed the Ice Arena survey and left my comments there, so here I will offer comments about Poppleton Park ("the park"). I am in favor of updating the play structures and bathroom facilities at the park, and opposed to adding parking, pavilions, and walking paths. The existing play equipment is old, unsightly, and does not meet the needs of the kids that use it. I suggest a play structure similar to the one at Booth Park. I believe you could get a group of volunteers from the neighborhood to support the construction, if needed. Additionally, simple swings, baby swings, and bench swings would be well-used. There is no need for permanent restroom facilities at the park, but a porta-potty platform with a 3-sided wall would be much more attractive. There should be 2: one near, but apart, from the play area, and one near the baseball field and tennis courts. The platform should be big enough for a handicapped-size porta-potty, ideally with a diaper changing station inside. Of course, these would have to be checked frequently for proper sanitation. Last winter, I was actively opposed to adding parking at the park and attended the meeting on the matter. I was glad to see the commission support the vast neighborhood majority to oppose this idea. I still firmly believe that there is sufficient parking that causes very few problems on the neighboring streets. Adding parking will jeopardize the local feel of the park and invite cars and loitering, which would ultimately cause damage to the park, the neighborhood, and local house values. Permanent picnic pavilions are not needed. The structure at Springdale is perfect, has access to sufficient parking, and is not utilized at capacity. The open green space is a beautiful, calming buffer from Woodward and should be preserved. Additional walking paths are not needed inside the park. There are plenty of sidewalks available and the maintenance of interior paths would be costly and cumbersome. Thanks for providing the opportunity to add my opinions.	10/9/2017 8:56 AM
44	I live in Poppleton Park. I'm hoping that new play equipment is enstalled. I think it should all be a "Birmingham Green" and not a mix of pink, teal and other miss matched structures. I'm also against paving a wide trail around the perimeter of the park. It would look like a race track. I would prefer a natural looking path like the one at Quarton Lake.	10/8/2017 10:32 PM
45	You left Rouge Trail off the list of park facilities.	10/6/2017 6:55 AM
46	Our parks need to stay parks. We don't need parking lots to replace our parks.	10/5/2017 9:09 PM
47	There are specialized facilities everywhere for every type of activity. I have lived here my entire life and have watched the parks try to transform into all sorts of facilities. In my opinion, our residents are best served by nice, quiet, well maintained parks that might support walking paths but the don't need to be turned into entertainment venues.	10/5/2017 6:48 PM
48	1 of my favorite parts of Birmingham living - the walking/running trails. I would love to extend the trails & would be pleased to donate to the extension of the existing trails. Also, with as many parks as we have - there should be an unleashed dog park that's more like Riverside Park in New York	10/5/2017 9:58 AM
49	I believe the neighbors of Poppleton Park do NOT want that park used any more than it currently is. They want it to be their own, quiet park. I believe it is vastly underused, and much could be done. I'd settle for walking paths.	10/5/2017 9:44 AM
50	I would love to see a better use for Adams Park - more playground/recreational use than just green space.	10/5/2017 9:24 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

51	I am pleased Birmingham continues to place a priority on parks within the city.	10/5/2017 9:24 AM
52	Very good park system. Continue to improve and upgrade them. Some need a little more love. It is important for a life of a city, usually a under appreciated asset when it actually is critical.	10/4/2017 10:16 PM
53	Love the proposed Kenning Park renovations	10/4/2017 8:45 PM
54	I think the Rec. Department does a great job	10/4/2017 3:37 PM
55	Don't feel compelled to make changes to the P&R system. It's excellent as it is now. The Public Services staff and the P&R Board are doing very good work, and should be encouraged to continue doing so. Resist the temptation to over-develop parks. Barnum Park is a fine property located close to downtown. Most of the huge \$10 million cost, however, was just to acquire the property to preserve it as green space. It's usage was already restricted by deed to be green space, so this massive outlay did not expand the City's parkland at all.	10/4/2017 11:23 AM
56	please leave kenning park as is - it is a park, do not cut down trees - a walking path would not keep the neighborhoods quiet, walking the grass is perfectly fine	10/4/2017 7:09 AM
57	Sidewalks that abruptly stop are an issue in quadrant D. This is especially an issue to younger children who cannot ride their bicycles in the street and, all of a sudden, reach a dead end sidewalk.	10/2/2017 9:21 PM
58	Poppleton Park is under used. Area homeowners hold it hostage	10/2/2017 8:31 PM
59	I appreciate the ability to purchase an "out of town" dog park pass as my husband and I live in an apartment at 14 Mile and Telegraph. However, the dog park is closed on Wed. mornings until noon. As 70 year old dog owners, walking the dog on that day is often dangerous as the weather conditions change. Could you PLEASE ASK for early morning hours on EVERY DAY? (currently not available on Wed. am until noon). Thank you.	10/2/2017 4:13 PM
60	This was addressed, but I want to reinforce it.....maintenance needs to be consistently better. There is no point in having a 5 year plan if the parks look shabby.	10/2/2017 3:40 PM
61	Family with two young kids, we feel the city could do a lot better at offering more youth sports programs (soccer, tee-ball, etc) with more athletic fields AS WELL AS more adult sports programs, namely adult softball and volleyball leagues.	10/2/2017 3:39 PM
62	additional garbage cans and recycling cans at parks, especially those with sports fields. Leave the trails along the Rouge natural - don't fix them up. Convert Quarton school tennis courts to pickleball. Also, find an indoor space for pickleball-not the inadequate facilities of NEXT. Seems like surrounding communities have much better facilities for seniors then Birmingham does.	9/29/2017 1:57 PM
63	I wish there was a way to prevent dog owners that do not pay for the dog park usage to be denied access. People hit the emergency button with a stick and gain access before and after hours as well as those that don't even belong to the dog park.	9/28/2017 7:42 PM
64	Dog park is over run with big dogs; small dogs feel threatened. Just spent 2 weeks in the U.K. and was reminded of how massive their parks and public gardens are! We could learn from them.	9/28/2017 1:54 PM
65	some questions dont relate to birmingham city question 12 ???	9/27/2017 4:34 PM
66	Look into the Blue Zones project www.bluezones.com and consider ways in which these principles can be adopted and considered as plans evolve.	9/27/2017 2:50 PM
67	The playground at Poppleton Park desperately needs to be updated but the last plan which called for lots of parking on Woodward was unacceptable. Also, a splash pad would be a great addition to Barnum or another park since Birmingham does not have a community pool.	9/27/2017 9:07 AM
68	I've been an avid Lincoln Hills Dog Park Member for the past two year doing my best to go twice a day if feasible. I enjoy it and know that my dog likes it there to however I believe there's an opportunity to make it a great experience for all involved. The park does it justice, but I feel there needs to be further consideration regarding for the space. For example, it would be fantastic to provide a permanent dog agility equipment to foster engagement. Also, if you haven't stood there at 7AM in the dead of winter, it would be beneficial to provide lighting for safety purposes as well as some time of concrete structure to avoid the wind sheers that happen on top of the hill.	9/26/2017 8:12 PM
69	Safe pedestrian access across Woodward ave. at Oak must be considered.	9/26/2017 2:20 PM

City of Birmingham, MI Parks & Recreation Master Plan Survey

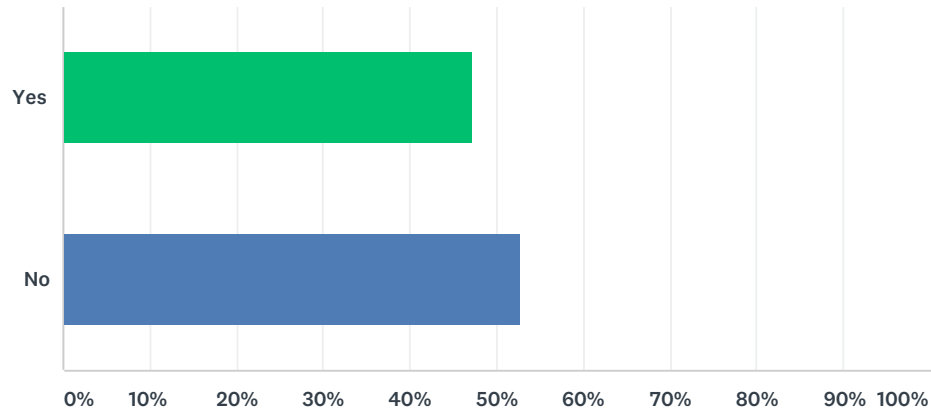
70	Partnering with the schools, library, bbac, museum, NEXT , Community House, etc is vital. Avoiding duplicity or calendar conflicts is an important consideration , cost and time wise. Collaboration is key to successful communities. Aligning with metro area calendar events makes great cents/sense!	9/25/2017 6:24 PM
71	We love the dog park but it would be great if it were a bigger enclosed area	9/25/2017 3:49 PM
72	It is important to maintain the variety of different types of park space that we offer. It is important to not over-develop Birmingham. I think it's critical to maintain existing green spaces and keep them green.	9/24/2017 8:21 PM
73	I feel our park and rec are pretty great and I'd like to see them stay that way.	9/24/2017 1:47 PM
74	The Museum Park has been forgotten. It should be developed as an outdoor historic museum including walking exhibits and a game/play area.	9/24/2017 8:16 AM
75	A bit off topic but would love to see less noise and traffic impacting residential neighborhoods during the month of August/run-up to Dream Cruise (the actual day). The weekend of the event is fun; the entire month of August is wearying.	9/23/2017 12:31 PM
76	Gravel paths in Barnum park make the area hard to maintain and leave it looking sloppy; would be great to get those paths cemented over. Real restrooms in the major parks would be great too.	9/22/2017 2:01 PM
77	Would love to see a public athletic/swim facility similar to Troy recreation center. Improve playground at Poppleton Park. Improve playground at Shain Park not enough play equipment and need more shade.	9/21/2017 8:08 PM
78	Don't pave poppleton with walking trails like Barnum. Keep it green, not cement	9/21/2017 7:42 PM
79	Please provide access to cross Woodward at Oak ASAP to utilize facilities on BOTH sides. Unacceptable as is.	9/21/2017 6:06 PM
80	Communicate and LISTEN to taxpayers	9/21/2017 4:20 PM
81	The City of Birmihgham should consider annexing that portion of Bloomfield Township that is adjacent to Manor Park, buying out the developer, GMS Holding Company, which is currently trying to develop home sites on this property, and is suing Bloomfield Township in Federal Court for not allowing their proposed lot split. The property could then be used to extend the nature preserve which would be a much more desirable use of the land from the standpoint of residents, the public, and wildlife.	9/21/2017 4:12 PM
82	I like the new parks, but they feel urban and use too much hard surface and intertwining sidewalks. Remember that Birmingham's roots are as a farm community. Let keep some open green spaces. Plus, the world does not need more soccer and baseball fields. Youth sports is ridiculously out of hand with the scheduling requirements. We can and should have some unscheduled open spaces. And I have five kids!	9/21/2017 3:30 PM
83	Poppleton Park does not need direct access from Woodward.	9/21/2017 2:48 PM
84	Safety on Eton is huge right now. Other than that, I'd like to have more walking trails connected within the neighborhood so that I could walk more with my family without worrying about crossing Eton.	9/21/2017 11:21 AM
85	The parks closer to downtown have become less kid friendly. Not nearly the amount of play structures are available to meet needs of many kids. We absolutely need restrooms. And why don't have to leave Bham to go to a park with a simple water feature for kids to cool down in?	9/20/2017 4:20 PM
86	Parks do not have to be playgrounds! We need more trees - not fewer. Untangle parks from recreation. Just let nature BE.	9/20/2017 7:34 AM
87	Safety of the playground for kids, too many dogs are on the playground without a leash and dog excrement are in the playground area too (St James Park). Owners ignore the sign " no dogs in the playground". What about a small fence or wall to show the playground area, a sign playground cleaning on dog owners expense,....	9/18/2017 10:05 PM
88	PLEASE make Adams Park a priority. There is a need for updates and it is overrun with students during the day so it's difficult for neighbors to enjoy the park,	9/18/2017 7:50 PM
89	Casual biking in and through town would be great utilizing alleys, cut-thrus between bldings, down quiet sidestreets and connecting the park system. TOO DANGEROUS ON THE BUSY ROADS! DISTRACTED DRIVERS ARE NOT PAYING ATTENTION.	9/18/2017 7:23 PM
90	Need to address Adams park	9/17/2017 9:32 AM

City of Birmingham, MI Parks & Recreation Master Plan Survey

91	It is okay to leave some park land undeveloped	9/16/2017 4:53 PM
92	We need more open (natural) spaces like Poppleton Park and move to a bike friendly city.	9/15/2017 10:18 PM
93	Public art in all parks.	9/15/2017 4:45 PM
94	Parks and Rec A+ Maintenance. Pickle ball courts a great idea. Bring back a 2nd Dog Park off leash. NEXT/Senior (new) center needed. Keep Popp Park "underutilized" .	9/15/2017 4:23 PM
95	Was very disappointed that Poppelton Park and Adams Park near Roeper School in Poppelton that were suppose to be improved and updated never occurred. Adams Park in particular is probably the worst Park in the city and really needs attention.	9/15/2017 3:49 PM
96	Birmingham parks should be focused on Birmingham residents and neighborhood parks should focus on serving the needs of the local neighborhood.	9/15/2017 2:23 PM
97	Birmingham is a great city to live in but I feel it's missing out on nightlife like near by cities like Royal oak, Ferndale. There are no late night music venues or anything for young 25 to 35 age group. City should let new businesses like nightclubs to open up to attract more people.	9/15/2017 1:58 PM
98	It will be nice to trickle charge my car while parked and I'm at a Birmingham park area	9/15/2017 12:46 PM
99	The addition of a private park for birmingham residents would be great. Similar to Grosse Pointe where you have park passes. There we could have a splash pad for children, pools, etc.	9/15/2017 12:42 PM
100	Please install a safer slide at Shain Park. Several times, I've seen kids nearly fall out the step sides (luckily parents have caught). Please have either a staff member get CPSI (Certified Playground Safety Inspector - National Recreation and Park Association) or hire a contractor that is CPSI certified. We LOVE the parks in Birmingham, but as our child grows, we see more and more the need for these spaces to be inspected and maintained in a safe manner. Thanks	9/15/2017 11:27 AM
101	Please meet with residents before making future decisions.	9/15/2017 11:23 AM
102	I work in the City of Birmingham and would like to see more recreational opportunities in the City.	9/15/2017 9:46 AM
103	My kids are older now, but young children's play area always seem to be inadequate and cramped. Just look at how the kids are shoved in a section of Shain Park.	9/14/2017 8:32 PM
104	Would love if we had Huntington Woods style Rec center, can't we replace one of the golf courses?	9/14/2017 3:12 PM

Q1 Are you satisfied with the conditions at the City of Birmingham Ice Arena?

Answered: 260 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		47.31%	123
No		52.69%	137
TOTAL			260

Q2 What do you think could be improved?

Answered: 213 Skipped: 47

#	RESPONSES	DATE
1	Interior	10/19/2017 9:50 AM
2	Nothing	10/19/2017 9:49 AM
3	The Ice Arena is a gen, and deserving of high priority.	10/18/2017 9:52 AM
4	The actual skating area could be brightened up.	10/18/2017 9:51 AM
5	Concessions stand, activities, ticket desk, open during summer	10/18/2017 9:50 AM
6	1. Second full size ice surface is needed for hockey. 2. Larger lockerrooms 3. Better hvac in rink. 4. Larger proshop that is open during business hours and with variety of equipment for both hockey and figure skating. 5. Allow credit card purchases in proshop and concessions stand. 6. Parking lot needs to be expanded. Spaces are too small and driving lane is too small.	10/16/2017 12:26 PM
7	Add an espresso machine and additional coffee options. Offer real cream.	10/15/2017 9:17 PM
8	Hours of free skate	10/15/2017 2:12 PM
9	updated decor, better lighting, install city-mandated lighting/benches etc. like on the rest of Lincoln. Stop reducing the tax rate and use the money to fund the various dormant park projects instead of trying to have good optics of small tax breaks - better services and facilities - we have fallen behind	10/15/2017 10:47 AM
10	Locker rooms are too small. Walkways are too narrow going into the locker rooms. There is always dangerous ice outside the ice rink	10/14/2017 8:02 PM
11	Lobby, there needs to be a game room again!	10/14/2017 8:00 PM
12	Locker rooms	10/14/2017 7:11 PM
13	Locker room facilities are poor, lack of good adult league options, ice sheet itself isn't regulation NHL size.	10/14/2017 3:22 PM
14	Building front facade (exterior). Possibly new landscaping	10/14/2017 2:52 PM
15	small locker rooms are always cramped. rink should be open year round.	10/13/2017 11:27 AM
16	Bigger Locker Rooms, Pro Shop that is open all the time.	10/13/2017 10:54 AM
17	The city could use another sheet of ice (200x85) which it will be able to fill from Sept through May with Birmingham teams (my son and daughter are both involved). Keep one sheet open in the summer and rent out for camps, private hockey and figure skating.	10/13/2017 8:08 AM
18	Larger locker rooms	10/13/2017 4:03 AM
19	The locker room space is very tight. Trying to get several mini mite 6-7 year olds in and out,using the conference rooms and lobby as overflow "locker room" changing areas is quite congested and confusing. The vending stand could also use updating and a better selection of foods and beverages.	10/12/2017 9:08 PM
20	Locker room bathrooms need some renovation.	10/12/2017 6:50 PM
21	Updated locker rooms; another ice surface; open year-round	10/12/2017 2:30 PM
22	Locker Room Space/More stands for fans	10/12/2017 1:29 PM
23	Larger locker rooms are needed. In addition the locker rooms and restrooms need to be updated to modern day standards.	10/12/2017 1:19 PM
24	Bigger locker rooms Another ice pad	10/12/2017 12:32 PM
25	Locker rooms and fix the glass on the door.	10/12/2017 12:25 PM
26	LOCKER ROOM SPACE, LOCKER ROOM SPACE, LOCKER ROOM SPACE	10/12/2017 12:11 PM
27	Seating areas and bathrooms	10/12/2017 7:29 AM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

28	Dressing rooms	10/12/2017 7:04 AM
29	top quality ice surface and wider access doors	10/11/2017 4:16 PM
30	Locker rooms are small and not capable of handle a hockey team of 14-16 kids adequately.	10/11/2017 2:13 PM
31	Sitting area	10/11/2017 12:54 PM
32	Entry way and off-ice/recreation facilities.	10/11/2017 12:09 PM
33	Many thought the temperature was too cold during the Adult Skate.	10/11/2017 11:34 AM
34	I would love to take an adult figure skating class.	10/11/2017 11:17 AM
35	Locker rooms, waiting area, snack bar.	10/11/2017 11:13 AM
36	2 full sheets of ice	10/11/2017 10:59 AM
37	Major remodel.	10/11/2017 10:57 AM
38	n/a	10/11/2017 10:53 AM
39	N/a	10/11/2017 9:57 AM
40	Stay open in the summer	10/11/2017 9:19 AM
41	More activities for the public, open ice, etc.	10/11/2017 9:18 AM
42	Seating area for people watching activities in main rink.	10/11/2017 8:12 AM
43	The facility is very old and tired. Doesn't reflect what Birmingham has to offer.	10/11/2017 7:29 AM
44	Locker rooms and they need an off-ice training area.	10/11/2017 12:26 AM
45	Use of building during off ice time could be used to host special events, mom2mom sales, etc.	10/10/2017 4:32 PM
46	As a parent of a former Birmingham Unified, I can't express more strongly how nice new locker rooms would be for our players. I am thrilled that the team has home ice now, rather than having to hurry to drive to Troy right after school. BU had a great team last year, and I would've loved to see the Birmingham community support us more!	10/10/2017 3:00 PM
47	Address constant ice build up outside the rink boards. Upgrade concessions system to accept credit/debit cards.	10/10/2017 1:24 PM
48	A net up to protect ALL of the spectators!	10/9/2017 4:40 PM
49	Locker room size	10/9/2017 3:21 PM
50	Bigger locker rooms and none curfew arena	10/8/2017 10:06 AM
51	Locker room size, rink could be colder	10/7/2017 4:25 PM
52	Locker room sizes and number of locker rooms. More ice time (another rink)	10/7/2017 11:25 AM
53	We've been skating in Birmingham for 7 years, but for the first time the ice is not in good shape. But now, when the figure skaters use the ice after a high school hockey practice the ice is rough. The resurface job on those days is not sufficient. Your ice has always been fabulous for figure skaters, I am disappointed that that has not been the case this year. And, it is my understanding that hockey will begin practicing every day prior to the club ice for figure skating. This could be a real problem for our skaters. I would hope that more time can be dedicated to the resurface so that our skaters can learn in proper conditions. Thank you.	10/6/2017 12:18 PM
54	Various updates to outdated site furnishings and rooms	10/5/2017 12:38 PM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

55	Overall, the rink is beautifully maintained, modern, and clean. The staff is very professional and friendly. The only issue is the size of the locker rooms. We have 2 sons that have played for the Birmingham Unified Hockey team and we are very happy that the team can now hold all of its practices and games at our home arena. However, with 20 "big boys" on each team (JV and Varsity), there just isn't enough room in the existing locker rooms for them to dress, especially for games. I fully support adding a new locker room in the existing, little used storage space. This would be an asset to the City as well, as it creates a more valuable venue for visiting teams for tournaments. Plus, you have a very active partnership with the BU Booster Board who will help offset actual costs to the City. This is a very unique opportunity to add value to a City asset with little cost to the taxpayers! I also play on an independent women's hockey team and I can tell you that it is very difficult to find open ice for many teams. With the closing of the Berkley Ice Arena, there is an opportunity to add another sheet of ice (as has been discussed for years!). A cost study would probably show that another sheet would likely be fully booked as soon as it came available. It would also create more available time for open skate and open hockey for all the residents. There are not many open hours for the general public right now. I think this should be prioritized over other park improvements because it will actually generate revenue for the City, as well as becoming more of a gem for the City and Parks Department. The Ice Arena will only become more visible in the coming years with the continued development of the Rail District. Thanks for considering my opinions.	10/5/2017 6:49 AM
56	Locker rooms need to be improved	10/4/2017 6:05 PM
57	open summers	10/4/2017 3:41 PM
58	hockey locker rooms	10/4/2017 3:41 PM
59	Locker rooms are awful. Our kids deserve better, particularly as th BU hockey team has risen in stature and prestige and is attracting more attention to our community. We can do better!	10/4/2017 6:49 AM
60	Locker rooms are tiny, the lobby is brutal, take out the half ice rink and make it a conditioning room or expand it to a 2nd sheet of full ice. Really the rink could double its size if it went up. A 2nd floor and make it like Orchard Lake. Also New lights and a new scoreboard	10/3/2017 8:38 PM
61	Locker Room conditions are small, cramped and outdated. BU Hockey brings such pride to the area and the arena.	10/3/2017 1:22 PM
62	Mostly I'm satisfied, just think the locker room sizes are tool small and hinder the facility from being on par with the best rinks in our area.	10/3/2017 11:26 AM
63	Locker rooms are too small, rink is dirty.	10/3/2017 8:28 AM
64	The locker rooms.	10/3/2017 6:01 AM
65	Better bathrooms and lockers, special room for mothers of infants, lockers for families, places/hooks for ladies' purses in the restrooms.	10/2/2017 10:53 PM
66	Everything	10/2/2017 9:23 PM
67	We need a larger locker room For the BU hockey team	10/2/2017 8:45 PM
68	The locker rooms	10/2/2017 8:22 PM
69	Locker Room Size, especially for the Birmingham Unified Hockey Team	10/2/2017 7:46 PM
70	There should be a locker room for the Birmingham High School Team.	10/2/2017 7:02 PM
71	Locker rooms and lobby.	10/2/2017 6:59 PM
72	Add an additional sheet of ice	10/2/2017 5:28 PM
73	I think a locker room for the Birmingham Unified Hockey would be a great contribution to the program and will improve the future of hockey for the Ice Arena.	10/2/2017 5:28 PM
74	Locker Rooms need to be updated. Improve the size for older kids and adults. The ice is usually in good shape.	10/2/2017 5:24 PM
75	Inadequate locker room size. Ice quality needs improvements. Would be beneficial to have our High School hockey teams have a quality local ice rink to support them.	10/2/2017 4:28 PM
76	the high school team needs a big lovker room with everyones own spot in it	10/2/2017 4:15 PM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

77	-Dedicated locker room for BU hockey team -Larger locker rooms -Pro shop open during normal business hours...there aren't too many places that sharpen skates -Bring back the arcade! I grew up playing hockey at Birmingham and played for the Birmingham Rangers travel team and 3 years on BU's varsity hockey team. I love the rink, and think it should be BU's home barn! Much love!	10/2/2017 3:32 PM
78	Locker rooms are too small, benches too low, and could use general update. It's also super obnoxious to have to walk around the support beams with a hockey bag when going to your locker room.	10/2/2017 3:31 PM
79	The locker rooms need to be much larger for hockey teams. There should also be a separate locker room for the BU varsity team. For safety reasons, you should consider moving the Zamboni garage to the far end of the rink.	10/2/2017 2:36 PM
80	Larger locker room for BU high school hockey.	10/2/2017 2:11 PM
81	I have been to just about every rink in Michigan. Birmingham probably has the best sheet of ice, but the locker rooms are small and outdated. The BU hockey program has really helped my kids build team spirit, and the program brings pride to the area. But the locker rooms are sadly inadequate.	10/2/2017 2:00 PM
82	The High school locker is too small for the team	10/2/2017 1:48 PM
83	The entire facility. It is an embarrassment that an affluent city like Birmingham has such an outdated rink.	10/2/2017 1:31 PM
84	Locker room for the local public high schools hockey team (BU program)	10/2/2017 1:26 PM
85	The locker rooms need to be larger. I also think there is an opportunity to add a 2nd sheet of ice, which would be nice. I'd also like to see a priority on repairs, there is a broken piece of glass that's not been replaced in some time. I would think 1 - 2 weeks would be long enough to replace a piece of glass.	10/2/2017 1:14 PM
86	Locker Rooms are too small and No space behind benches and wall to walk.	10/2/2017 1:03 PM
87	Size of the locker rooms	10/2/2017 12:53 PM
88	Locker room size for highschool team	10/2/2017 12:52 PM
89	Restrooms, snack bar, game room	10/2/2017 12:27 PM
90	Locker rooms are way too small for hockey teams. Not enough room to walk between the bench & the locker room. Have an established store inside the arena (hockey supplies, ice skating supplies, skate sharpening, etc).	10/2/2017 11:21 AM
91	Bigger locker rooms!	10/2/2017 11:14 AM
92	There isn't any location for our hockey players Blrmingham Unified Hockey players to change. It's inappropriate for them to change in a conference room.	10/2/2017 11:05 AM
93	locker rooms need to be improved; the high school hockey team for Birmingham needs its own locker room	10/2/2017 10:47 AM
94	Add a Birmingham Unified hockey licker room.	10/2/2017 10:45 AM
95	It would be great for the Birmingham Unified team to get their own locker room. As a former player, the locker room is our second home and I believe the team and staff would take great pride in maintaining the facilities.	10/2/2017 10:43 AM
96	Locker rooms need to be updated and larger, better ice, needs to look like what we would want for BIRMINGHAM standards.	10/2/2017 10:35 AM
97	Bigger locker rooms. More ice available for hockey.	10/2/2017 10:33 AM
98	The locker rooms are far too small. The locker rooms should be renovated to provide high school hockey teams the space and facilities they need to be competitive on the ice. Each room should fit a full team and include shelves and storage under the benches.	10/2/2017 10:30 AM
99	Love the rink it provides a great sense of community. Wish the locker rooms were bigger and that we had 2 sheets of ice	10/2/2017 10:15 AM
100	Locker Rooms (too small) and Lobby(dingy)	10/2/2017 10:11 AM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

101	The rink itself is OK but there are many changes that should/could be made - 1) Ideally, there should be a full second rink, not the small useless side ice 2) The locker rooms are entirely too small. It is hard to have 15 kids in there, let along 15 teenagers or adults. 3) The school programs should have dedicated space there - locker rooms and other facilities	10/2/2017 10:01 AM
102	Locker rooms and lobby	10/2/2017 9:57 AM
103	Locker room size. Improvements to concessions area.	10/2/2017 9:53 AM
104	Locker rooms too small, especially for older kids like BU Kings hockey players. Need to have a skilled, full time, skate shop for sharpening.	10/2/2017 9:47 AM
105	Birmingham Unified needs a locker room	10/2/2017 9:46 AM
106	The locker rooms are way to small, the bathroom & shower area also way to small. The lighting is not good.	10/2/2017 9:44 AM
107	For hockey fans, the arena is OUTSTANDING. I think it could be improved for the hockey players. The locker rooms are too small. It would be great to see those expanded. Off-ice work out facility would be awesome, too.	10/2/2017 9:42 AM
108	Locker rooms are very very small. The high school team has to dress in the conference room in the lobby and teams with older player require two locker rooms.	10/2/2017 9:31 AM
109	locker rooms	10/2/2017 9:17 AM
110	Bigger locker rooms	10/2/2017 9:12 AM
111	The locker room sizes are very small.	10/2/2017 9:05 AM
112	Nothing	10/2/2017 8:58 AM
113	Locker rooms need to be updated.	10/2/2017 8:58 AM
114	Locker rooms are tiny and difficult to utilize for injury evaluation and/or injury care	10/2/2017 8:55 AM
115	The locker rooms are way too small for a hockey team.	10/2/2017 8:52 AM
116	Locker rooms are too small; hallway behind benches/locker room too small. Studio rink, while nice, should be considered to expand into another full sheet of ice. Proper pro shop should be built.	10/2/2017 8:51 AM
117	The locker rooms	10/2/2017 8:36 AM
118	The locker rooms.	10/2/2017 8:35 AM
119	Need more room in the walkway to the locker rooms. The metal posts / structures make it very difficult to get through with hockey bags in tow.	10/2/2017 8:29 AM
120	Locker room size	10/2/2017 8:27 AM
121	Locker rooms are too small. It would be great to add a second surface, possibly add on and make the small rink a full size sheet.	10/2/2017 8:26 AM
122	Seating and especially the locker rooms. My sons have played there both for BU and travel teams.	10/2/2017 8:21 AM
123	size of the locker rooms	10/2/2017 8:19 AM
124	Locker room size	10/2/2017 8:19 AM
125	Locker rooms and seating in stands.	10/2/2017 8:18 AM
126	Bigger lockerooms, better accommodations for our Highschool hockey team. I was a member of the first Birmingham high school team over 20 years ago and have seen no improvements over the years to our facilities.	10/2/2017 8:16 AM
127	Larger locker rooms	10/2/2017 8:16 AM
128	A second rink and a pro shop is needed.	10/2/2017 8:14 AM
129	The building. ESPECIALLY locker rooms.	10/2/2017 8:13 AM
130	Locker rooms need to be updated and expanded. Also should have another full sheet of ice.	10/2/2017 8:13 AM
131	I would recommend better food and nicer amenities	10/2/2017 8:13 AM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

132	The player locker rooms are too small and need to be bigger. Birmingham has some of the best ice, boards, glass, etc. But the locker rooms are way too small. Also, I am a referee. I cannot believe Birmingham does not have a locker room for officials. It is kind of weird getting dressed/undressed basically down to nothing, or even showering while an ice arena employee is eating chicken fingers in the same room.	10/2/2017 8:11 AM
133	1) Bathrooms and locker rooms. Both the bathrooms, and locker rooms, should have mothers' rest areas where they can nurse. Stalls should have hooks for purses. There should be changing stations. 2) There should be more, and accessible, lockers to put your stuff away. 3) Arena should install full netting to prevent stray-pucks hitting spectators, I have seen a couple of incidents that could have been tragic. 4) You should include a small dance studio space so moms/siblings can take Zumba or other dance class. 5) You should offer free city Wi-Fi so kids can do their homework at the rink 6) The Rink is a *GREAT* resource for our community and the staff there do a *GREAT* job. 7) As part of the re-launch, B'ham/BU should offer no-cost/low-cost hockey lessons to underprivilege youth from Oakland County. We are blessed with so much, we need to give back. The Varsity BU Players could run these clinics and it could be their community service. 7. Thank you for this opportunity to provide input to the planning process. 8. Increased rates ... of what? BU hockey fees? Open skate fees? Lessons?	10/2/2017 8:11 AM
134	The locker rooms maybe fit 10 full sized men.	10/2/2017 8:07 AM
135	Larger lockerrooms, cleaner showers	10/2/2017 8:06 AM
136	The locker room size is pitiful and could only be suitable for mini-mites. The worst part is that I have played at this rink my whole life and now I am on BU Varsity and the rink feels like a sauna when you skate on it. The heaters are on and it makes you sweat even if you arnt skating. This is something we can all deal with but when the heaters are turned on it makes the ice soft and terrible to skate on. This is why beofre every game we have to tell staff to turn the heaters off. Which makes us wonder why not always have them off when they are affecting ice the way It does.	10/2/2017 8:05 AM
137	New locker room and lower temperature in Arena	10/2/2017 8:05 AM
138	The locker rooms are far to small to host travel teams, high school teams, etc.	10/2/2017 8:05 AM
139	A locker room for Birmingham Unified	10/2/2017 8:03 AM
140	Locker rooms size	9/29/2017 10:16 AM
141	Locker rooms made larger, improved waiting area, full size second rink	9/29/2017 5:21 AM
142	Locker Rooms Second sheet of ice (enlarge studio to full sheet)	9/28/2017 2:02 PM
143	Bigger locker rooms would be nice. Also, the walk way behind the benches is very narrow when carrying a hockey bag.	9/28/2017 12:23 PM
144	Heating system, it is often hot in the arena. Locker rooms need to be bigger.	9/28/2017 11:49 AM
145	1. HVAC always blowing hot air on ice 2. Locker rooms missing multiple clothes pegs	9/28/2017 11:47 AM
146	More convenient access to locker rooms.	9/28/2017 11:16 AM
147	During ice hockey games the temperature is way too hot the passageway behind the benches into the locker room or a safety hazard where the steel girders can be run into inadvertently causing major injury we need a water bottle holder place on the benches behind the boards the locker rooms are too small the glass at the north and seems to shatter with high frequency	9/28/2017 10:55 AM
148	The locker rooms could be larger.	9/28/2017 10:53 AM
149	Larger locker rooms	9/28/2017 10:50 AM
150	Stay open year round	9/28/2017 10:29 AM
151	The space between the boards and the locker room wall is not enough to allow passage in and out of the locker room corridor. The locker rooms themselves are way too small.	9/28/2017 10:21 AM
152	Ice is ok, locker rooms are too small, always too warm in rink, showers need update.	9/28/2017 10:20 AM
153	Repair glass at north end of large rink. Need larger locker rooms.	9/28/2017 10:01 AM
154	Larger locker rooms Another full sheet of ice More clearance for pedestrian traffic to and from the locker rooms (Vertical Structural Beams)	9/28/2017 9:48 AM
155	The locker rooms are quite small and worn down.	9/28/2017 8:32 AM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

156	n/a	9/28/2017 8:26 AM
157	Larger locker rooms, improved pro-shop, replace broken rink glass, off-ice training room	9/28/2017 8:02 AM
158	The locker rooms could use some upgrading	9/28/2017 6:20 AM
159	It is too cramped on the locker room side of the ice. The walkway to the locker rooms is far too narrow for dozens of kids carrying or wearing hockey gear to get to the locker rooms, and then the locker rooms are too small for a whole squad to dress.	9/27/2017 11:57 PM
160	locker rooms are vey small and need to be updated. the ice conditions seem to deteriorate very fast during an hour skate.	9/27/2017 7:22 PM
161	The locker rooms get so crowded at times that it is impossible to find a spot to change.	9/27/2017 7:05 PM
162	The metal floor at the base of the bleachers is very noisy (kids are constantly running back and forth on it) - different floor material? More space/privacy in locker rooms.	9/27/2017 5:27 PM
163	Larger locker rooms	9/27/2017 4:55 PM
164	Lockers rooms should be larger	9/27/2017 4:36 PM
165	While the rink is clean and well kept, I think the locker rooms are way too small. A real mirror in the bathroom seems like an easy upgrade. With the level of hockey and figure skating interest in the area, the city would be smart to look into adding a second full sheet of ice if they are doing any major improvements. Unlike outdoor parks, the rink could get revenue from the addition of another sheet of ice.	9/27/2017 4:24 PM
166	Ideally, we would have a full second sheet of ice, but at the least it should update the common areas and amenities now common at other suburban rinks.	9/27/2017 4:18 PM
167	Size of locker rooms, better ventilation in these rooms.	9/27/2017 4:15 PM
168	Walkway btwn rink and locker rooms	9/27/2017 4:11 PM
169	Screen for locker assignments and schedule of events (digital)	9/27/2017 4:09 PM
170	Larger locker rooms, pro shop	9/27/2017 4:02 PM
171	The space between the rink and the dressing room wall. Tight to pass thru.	9/27/2017 3:53 PM
172	Locker rooms...cleaned up and enlarged. There is not enough room to fit one hockey team.	9/27/2017 3:52 PM
173	Locker Rooms	9/27/2017 3:51 PM
174	Locker room/bathroom updates, improved snack shop offerings	9/27/2017 3:48 PM
175	Locker Room; Visiting Facilities (television, arcade, etc.)	9/27/2017 3:48 PM
176	It needs a face lift	9/27/2017 3:45 PM
177	Larger locker rooms with improvement in privacy for bathrooms and shower area. Perhaps female only changing facility.	9/27/2017 3:39 PM
178	Locker room size, pro shop	9/27/2017 3:34 PM
179	Walkway between ice & lockers way too narrow	9/27/2017 3:32 PM
180	Skate sharpening and better restaurant	9/27/2017 3:30 PM
181	Lockers rooms are so small	9/27/2017 3:22 PM
182	Locker rooms	9/27/2017 3:21 PM
183	locker rooms and common area where snack bar and tables are located	9/27/2017 3:20 PM
184	The rink is very old. Ice is great but the lockers are way too small. We have a huge hockey program that has out grown the facilities.	9/27/2017 3:10 PM
185	Build another rink, leverage areas currently not being used for a pro/skate shop. Facilities are clean and neat, but can be so much more for the community.	9/27/2017 1:48 PM
186	More and bigger locker rooms	9/27/2017 1:42 PM
187	We just use the arena for Open Skate and we enjoy the time that we spend there.	9/27/2017 9:08 AM
188	Heaters in the spectator section of the rink.	9/27/2017 8:47 AM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

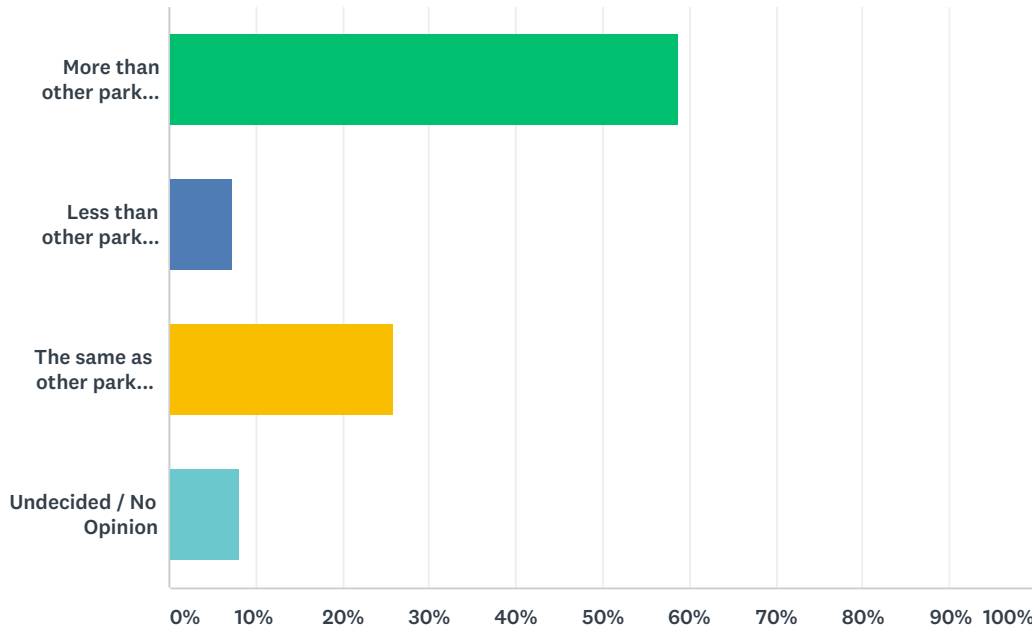
189	Larger locker rooms	9/27/2017 7:33 AM
190	Locker rooms need to be larger	9/27/2017 7:00 AM
191	Locker rooms are too small	9/27/2017 5:53 AM
192	The locker rooms are a bit small and crowded. It would be nice to have another rink.	9/27/2017 4:53 AM
193	Locker room size or adding additional locker rooms under the stands or in place of unused stands.	9/26/2017 9:19 PM
194	Disclaimer: We are not responsible for any financial loss, data loss, downgrade in search engine rankings, missed customers, undeliverable email or any other damages that you may suffer upon the expiration of www.surveymonkey.com . For more information please refer to section 17.c.1a of our User Agreement. This is your final notice to renew www.surveymonkey.com : https://domainwebup.com/?n=www.surveymonkey.com&r=c In the event that www.surveymonkey.com expires, we reserve the right to offer your listing to competing businesses in the same niche and region after 3 business days on an auction basis. This is the final communication that we are required to send out regarding the expiration of www.surveymonkey.com Secure Online Payment: https://domainwebup.com/?n=www.surveymonkey.com&r=c All services will be automatically restored on www.surveymonkey.com if payment is received in full before expiration. Thank you for your cooperation.	9/26/2017 4:17 PM
195	Year round rentals and usage for events, like other communities do.	9/25/2017 5:57 PM
196	Need to add another sheet	9/24/2017 7:50 PM
197	I'd like to see it open all year.	9/23/2017 7:46 AM
198	Need to up-date the mechanical system. Should construct another full size sheet of ice, there need to be 2 full rinks. The building needs a full renovation, its old and tired. Birmingham is not competitive with other cities around us, our venue is old and antiquated. The arena needs to be open year round!!! Almost all support goes to hockey, the figure skaters are not supported. Birmingham needs to SUPPORT GIRLS SPORTS not just boys hockey!!!!!!!!!!!!	9/21/2017 8:33 PM
199	All year round ice rink. This would allow for skating and hockey camps throughout the summer. Updated restrooms with actual mirrors. Healthier food in the concession stand.	9/21/2017 8:09 PM
200	Overall the Birmingham rink is sub-par to most every rink in the tri-county area. Only one full sheet of ice, many times the quality of the ice is poor due to inadequate cooling, the rink closes during the summer causing skaters to seek other clubs. Our figure skating club loses members regularly due to these things. I am also concerned by the city's bias toward supporting hockey over figure skating in this rink. If we had an improved facility we would be able to grow this girls sport significantly--and shouldn't a city as progressive and affluent as Birmingham be nurturing girls sports as much as they do boys sports?	9/21/2017 8:08 PM
201	Adult skate on weekends Over 40 adult hockey league Give priority to Birmingham residents	9/21/2017 7:36 PM
202	The quality of the ice has been poor this season (I realize it is early and they are working on fixes) and the price of figure skating ice compared to surrounding rinks is very high.	9/21/2017 12:39 PM
203	Ice year round	9/21/2017 12:30 PM
204	Ice condition, size of locker rooms, addition of a second full-sized sheet of ice	9/21/2017 12:01 PM
205	(1)The City has is in need of a master plan / strategy for ice programs (hockey, LTS, FS, Ice show). Each unit has its own goals which sometimes conflict. On occasion conflicts of interests are evident and seemingly encouraged. Independent contractors should have additional oversight by City as they are operating on City's behalf. (2) Most local arenas have a min of 2 rinks and are available year round. Many have 3-4. Lack of capacity is causing the City to be uncompetitive w other rinks, and results in prioritizing ice times towards higher revenue sports. As a result, natural selection towards male dominated sports (ie hockey) is being promoted by the City. 3. Ice arena is seemingly outdated. Failing facilities and equipment causing unsafe ice conditions and limited offerings. No ice in the summer encourages Birmingham community to seek availability elsewhere for year round solutions. Arena is losing skaters.	9/21/2017 11:30 AM
206	Lockers rooms are way too small.	9/20/2017 7:22 PM
207	Overall safety conditions and optimal temperature to reduce condensation and eliminate water/puddles just outside the rink. I understand the weather has been unusually warm, but perhaps better planning/anticipation can be done to avoid delay in ice time, which has happened twice in the last two weeks.	9/19/2017 9:04 PM

City of Birmingham, MI Parks & Recreation Master Plan Ice Arena Survey

208	Year round ice	9/19/2017 4:14 PM
209	Better ice conditions, an additional rink id needed	9/19/2017 12:35 PM
210	Quality of ice conditions. Consider expanding ice arena to include another full sheet of ice instead of the studio rink. More ice time is needed to accommodate the demands of hockey teams/tournaments and figure skating.	9/19/2017 11:02 AM
211	The ice arena has had alot of "back room" issues over the past few years. I am not familiar with the terminology however I know the systems are not functioning properly. This puts a great deal of stress on the staff at the rink who work hard to keep things running. The whole system should be examined for maintenance.	9/19/2017 10:18 AM
212	Should be open during summer. It's embarrassing that it isn't.	9/15/2017 11:15 AM
213	Do not use.	9/14/2017 3:13 PM

Q3 How should the City of Birmingham prioritize improvements to the Ice Arena?

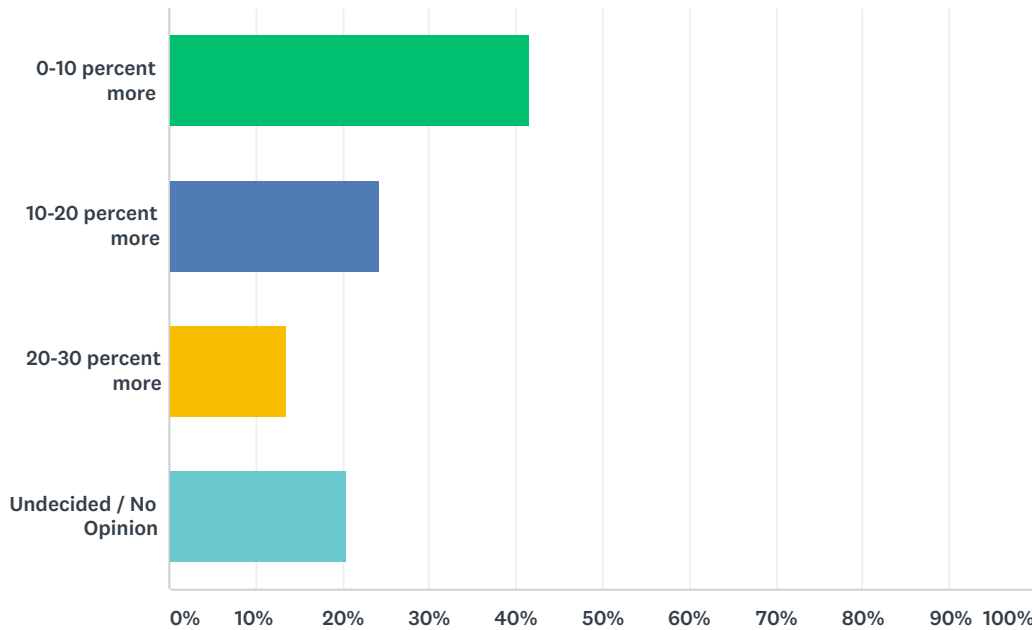
Answered: 259 Skipped: 1



ANSWER CHOICES	RESPONSES	
More than other park improvements	58.69%	152
Less than other park improvements	7.34%	19
The same as other park improvements	25.87%	67
Undecided / No Opinion	8.11%	21
TOTAL		259

Q4 Would you be willing to pay increased rates for these improvements?
 (NOTE: This will not translate into direct increases in fees. The City is gaging users' level of interest to determine if improvements are appropriate).

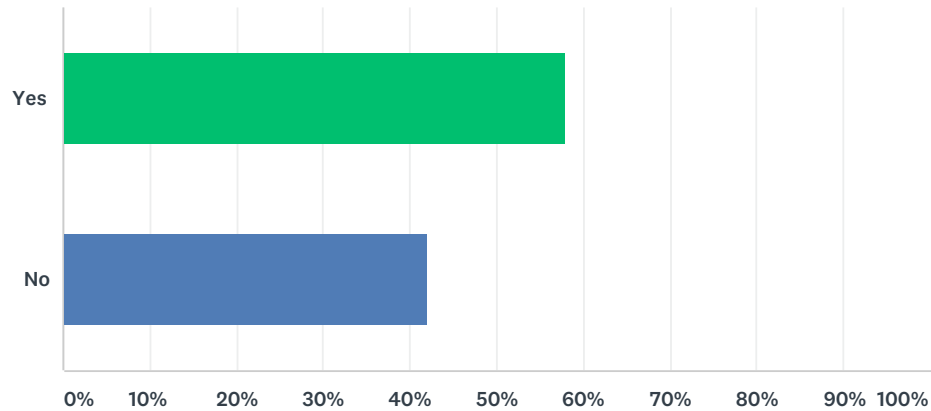
Answered: 259 Skipped: 1



ANSWER CHOICES	RESPONSES	
0-10 percent more	41.70%	108
10-20 percent more	24.32%	63
20-30 percent more	13.51%	35
Undecided / No Opinion	20.46%	53
TOTAL		259

Q5 Do you currently live in the City of Birmingham?

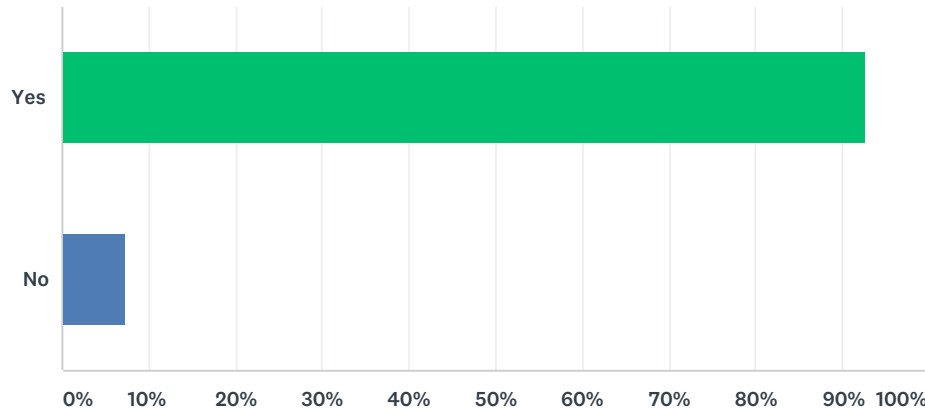
Answered: 259 Skipped: 1



ANSWER CHOICES		RESPONSES	
Yes		57.92%	150
No		42.08%	109
TOTAL			259

Q1 Are you satisfied with the conditions at the City of Birmingham Golf Courses?

Answered: 324 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	92.59%	300
No	7.41%	24
TOTAL		324

Q2 What do you think could be improved?

Answered: 200 Skipped: 124

#	RESPONSES	DATE
1	Looks great. Maybe increase practice area.	10/18/2017 9:40 AM
2	Lincoln Hills could use hole makeovers as each Springdale hole is unique - scenery, character. Lincoln Hills is just back and forth.	10/15/2017 3:08 PM
3	Better grade of sand in the bunkers	10/14/2017 3:37 PM
4	Bunkers, greens, tee boxes, general course maintenance.	10/14/2017 3:21 PM
5	I don't regard these as 'improvements' so much as restoring basic requirements: ball washers at tee boxes where missing(e.g. LH 5), restore benches at no 1 tees, restore rangering to police bottleneck play and non-golfer groups.	10/14/2017 6:26 AM
6	Sand traps softer sand	10/13/2017 9:00 PM
7	At Lincoln Hills, improve the path leading down to the tee box.	10/13/2017 9:39 AM
8	Not sure. Courses are excellent right now.	10/12/2017 12:30 PM
9	remove dead and dying trees	10/12/2017 11:04 AM
10	Greens (Lincoln Hills) should be tested by MSU to evaluate substrate condition. Root structure appears stunted which requires more water to maintain grass health. Par 3 holes should ALL have divot repair sand available on the tee box....ALL the time. When you improve conditions, play increases and lowers the need to raise prices.	10/11/2017 8:36 PM
11	Would be nice if we had an 18 hole course!	10/11/2017 5:48 PM
12	extend springdale while weather is decent-50 degrees.	10/11/2017 5:45 PM
13	better cutting and edging so the courses look polished	10/11/2017 4:22 PM
14	one or two benches at each tee	10/11/2017 3:41 PM
15	Staff members need to be more cognizant of golfers' behavior. Courses are too overcrowded.	10/11/2017 12:34 PM
16	Maybe have a roving refreshment/food cart	10/11/2017 12:33 PM
17	Supervision of young golfers regarding pace of play.	10/11/2017 11:55 AM
18	Plant a few more trees.	10/11/2017 11:40 AM
19	Clubhouse area and better maintenance of course.	10/11/2017 11:14 AM
20	Upgrades to the golf courses and better management.	10/11/2017 10:58 AM
21	The municipal golf courses are beautiful and should offer equal benefits to the tax payers of Birmingham who subsidize them. Currently golf courses mainly benefit the select few who enjoy golf, while relegation the rest of us to smaller unkempt parks. Tax payers should be granted equal access / opportunity to this land for recreation. The dog park in Lincoln is sad and would serve more people if improved. The broader community of runners hikers dog owners would love access to the land during defined days / times. Read: https://www.michigancapitolconfidential.com/22570 listen to: https://mobile.nytimes.com/2017/06/22/opinion/tax-inequality-malcolm-gladwell.html	10/11/2017 10:57 AM
22	A ranger that monitors peoples play speeds.	10/11/2017 10:52 AM
23	Tee times are too close together	10/11/2017 10:29 AM
24	Shorter rough which would speed play. Courses are in good shape though.	10/11/2017 10:20 AM
25	More affordable prices	10/11/2017 9:55 AM
26	I'm not certain on the budget, but I believe it is key that the golf courses are self sustaining or contribute to the rest of the recreation system.	10/11/2017 9:20 AM

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey

27	At times general maintenance (traps, greens, fairways) could be better - maybe rake bunkers at end of day so prior to open only need to care for greens (we are an early morning group). Birmingham public golf courses are a jewel!	10/11/2017 9:07 AM
28	Move bench on 7 Lincoln Hills closer to back tees. Greater encouragement for faster play and divot fixing on greens. Get Oakland Hills North course back.	10/11/2017 8:28 AM
29	Turn #9 at Springdale back into a par 5	10/11/2017 8:11 AM
30	Unsure	10/10/2017 5:41 PM
31	#7 Lincoln Hills- 3 each in bad place, greater emphasis on: 1) avoiding slow play 2)fixing divots/course maintenance	10/9/2017 1:20 PM
32	Ready golf instruction, new ball washers and change water, some benches, invest in roller for greens	10/9/2017 1:19 PM
33	Springdale was in the worst condition i have seen in 25 years...sand traps were horrible / rarely ranked, had exposed erosion, standing water & hard pan. I assume greens were not watered adequately all season - approach shots would actually bounce high in the air, yet you needed a sledge hammer to move a putt 20'. green surfaces were not uniform - bumpy & scruffy. Sometimes the pin placement was 6' from the edge of green. I must say that the clubhouse staff at Springdale are outstanding - always cheerful & helpful. The problem is course maintenance. My guess is very little thought, time & money was spent on Springdale this season. Very VERY dissapointing since this is an awesome little 9 hole course - short but challeging with a nice mix of risk / reward. Seems as though the course has gone downhill since non-residents have gained access - people just are not respecting the tee boxes and greens - every week i found myself repairing no less than 4 or 5 ball marks ON EVERY GREEN. Pathetic.	10/7/2017 7:23 PM
34	You can always improve the golf course conditions, but that would require more workers. The people you have to keep the courses in good condition are very good and I am reasonably satisfied with the condition of the courses.	10/6/2017 3:41 PM
35	The greens because they have lots of ball marks.	10/6/2017 10:50 AM
36	Springdale is the lesser of the 2. Slower greens and worse grass move me away from Springdale and draw me towards Lincoln Hills.	10/6/2017 10:20 AM
37	Seems the courses could use more watering	10/6/2017 8:59 AM
38	Jackie does a great job! add a drinking fountain	10/4/2017 3:59 PM
39	tee condition, program to direct players to repair ball devits on grees	10/4/2017 3:59 PM
40	rail on #1 hole	10/4/2017 3:58 PM
41	sand traps	10/4/2017 3:57 PM
42	faster greens	10/4/2017 3:57 PM
43	the cart path on the first tee is too steep. Change it to wrap around more so that it is less steep	10/4/2017 3:56 PM
44	better sand- no leaves	10/4/2017 3:55 PM
45	sometimes the bunkers need work	10/4/2017 3:54 PM
46	Tee's on the Par 3's	10/4/2017 3:53 PM
47	plant more trees on the course	10/4/2017 3:53 PM
48	things are great	10/4/2017 3:53 PM
49	new sand in bunkers	10/4/2017 3:52 PM
50	bunkers	10/4/2017 3:52 PM
51	longer course	10/4/2017 3:51 PM
52	more bunkers	10/4/2017 3:51 PM
53	kitchen - fix kart pth #1 and #9	10/4/2017 3:49 PM
54	Better putting area	10/4/2017 3:48 PM
55	better dusting green, fix cart path on Lincoln Hills	10/4/2017 3:48 PM

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey

56	rangers, more water to drink, reduced fee for school district residents	10/4/2017 3:47 PM
57	1) Pace of play 2) faster greens	10/4/2017 3:46 PM
58	range cart	10/4/2017 3:44 PM
59	bigger practice area	10/4/2017 3:44 PM
60	people could replace pivots	10/4/2017 3:43 PM
61	There needs to be a portable bathroom at Lincoln. I see too many guys taking care of their business on the 6th and 7th holes. You do not want them to run into the clubhouse after the 4th and the 8th is too far. Also, the greens receive alot of play, including the kids programs which are great. More time could be spent each evening to fix the ball marks on the greens.	10/3/2017 7:44 PM
62	Better maintenance	10/3/2017 10:18 AM
63	There should be a ranger on the course....sometimes the young players don't understand/know the rules of golf.	10/3/2017 5:35 AM
64	With a few well placed signs and ropes, you can prevent carts from driving too close to some of the greens. In particular at Lincoln Hills, to the right of the 4th and 6th greens there is so much cart traffic that the playing conditions suffer greatly.	10/2/2017 8:36 PM
65	Spend more money elsewhere	10/2/2017 6:39 PM
66	Add a small number of fairway and greenside sand traps, especially at Lincoln Hills. An additional nice and classy touch would be to cut a "walking path" from the teeing areas to the fairways. Would take little additional effort/cost to do so. Makes it easier to walk on the shorted grass than on long rough length grass.	10/2/2017 3:06 PM
67	Taps should be better maintained and better sand used.	10/2/2017 1:39 PM
68	Online tee time bookings.	10/2/2017 9:59 AM
69	fairways can be spotty, traps at lincoln hills usually not good	10/2/2017 9:50 AM
70	Drainage	10/1/2017 9:48 PM
71	The condition of the grounds at both courses were very good this year. The highest priority for me, even if it isn't an improvement, is maintaining the quality of greens and fairways.	10/1/2017 5:11 PM
72	More park benches closer to women's tee boxes; repair of bench at tee box #7 at Lincoln Hls. Permanent bathroom on the Springdale course not a Porta-jon;	9/30/2017 11:03 AM
73	Quality of sand in traps	9/29/2017 2:56 PM
74	Ranger activity for slow golfers	9/28/2017 3:11 PM
75	Workers need to be trained on stopping machines when golfers are hitting.	9/28/2017 9:19 AM
76	The greens at Lincoln Hills this year were not in as good a condition as previous years. Play also can become very slow at both courses.	9/28/2017 8:48 AM
77	Better course maintenance.	9/27/2017 9:15 PM
78	Water fountain in club house	9/27/2017 7:07 PM
79	Lincoln Hills was beautiful. The gals/guys were so helpful & polite. Enjoyed golf this year. I look forward to next year.	9/27/2017 4:19 PM
80	Remove the weeds, cat tails , and scrubby bushes around the pond in front of the fourth tee and third fairway at Springdale. Replace it with a rock border like the pond in front of the first green.	9/27/2017 3:03 PM
81	- Tee boxes at Lincoln Hills could be in better shape (grass is thin, to long and divots should be filled) - Putting green at Lincoln Hills should be rebuilt so it is flatter. Lincoln Hills with the chipping green, hitting mats and an improved putting green could be a great practice area if this was fixed	9/27/2017 2:36 PM
82	Restroom needed on the course at Springdale. Porta jon is unacceptable. Thank you !!!	9/27/2017 2:12 PM
83	Overall aesthetics, amenities	9/27/2017 1:55 PM
84	Tee boxes and watering system(leaks)	9/27/2017 1:55 PM
85	A bathroom at Springdale on the course and update the bathroom at Lincoln Hills on the course	9/27/2017 1:51 PM
86	Pace of play	9/27/2017 1:09 PM

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey

87	Bunkers are washed out with flooding water and reinforced with wood planks (Springdale). Better quality sand in bunkers. Hole / tee markers need to be updated and more visible	9/27/2017 12:59 PM
88	Need ranger to speed up play.	9/27/2017 12:52 PM
89	I think the course are fine as they are.	9/27/2017 11:35 AM
90	Green should have better speed	9/27/2017 10:48 AM
91	replace missing ball washers on all holes	9/27/2017 10:13 AM
92	Porta Potty at Springdale could be better maintained. More emphasis on patrons maintaining the course--replace divots, repair ball marks, etc.	9/27/2017 9:40 AM
93	Jacki does great job in running Lincoln Hills.	9/27/2017 9:23 AM
94	All is fine with me.	9/27/2017 9:11 AM
95	Lincoln Hills-repave cart paths on #1-#9 Improve food selections	9/27/2017 8:46 AM
96	The courses could be lengthened but are otherwise great. I would love to see the Bham parks and rec membership extended to everyone in the school district instead of the city proper. My daughter plays for Seaholm but we live in a Troy mailing address, so she has to pay for the membership to practice there off season.	9/27/2017 8:38 AM
97	Education for golfers on how to fix ball marks and divots	9/27/2017 8:31 AM
98	Wish the greens were just a little faster.	9/27/2017 8:18 AM
99	tee boxes are sloped in a few places and should be flat.	9/27/2017 8:11 AM
100	The steep decline on the golf cart path to Hole #1 at Lincoln Hills needs to be redone. My wife cannot get down it with her cart and has almost fallen on it several times.	9/27/2017 7:15 AM
101	Continue the GREAT JOB!	9/27/2017 3:49 AM
102	one additional port-potty at Springdale	9/27/2017 3:05 AM
103	Water drainage at Springdale and Lincoln Hills. A roving ranger to keep people moving, at both courses.	9/27/2017 12:36 AM
104	More refreshments to enjoy after play	9/26/2017 11:17 PM
105	Down hill paths: number one-Lincoln, number three Springdale	9/26/2017 10:03 PM
106	Better sand in the buckers	9/26/2017 9:34 PM
107	Better course conditions	9/26/2017 9:16 PM
108	Speed of greens	9/26/2017 9:08 PM
109	I enjoy the courses and employees as they are.	9/26/2017 8:29 PM
110	The sand traps lack sand!	9/26/2017 8:26 PM
111	Pace of play. The courses have no one to monitor play.	9/26/2017 8:13 PM
112	Sand traps need better sand and more maintenance. Greens need to be faster.	9/26/2017 7:53 PM
113	Have a ranger driving around to check time of play so that people don't play around and slow up the players behind them.	9/26/2017 7:38 PM
114	Drainage for Lincoln hills, better sand for bunkers maybe add a few bunkers for more challenging courses. Plant more trees for to replace the aging trees on the courses.	9/26/2017 7:33 PM
115	Updated golf cart. More golf cart path in places where greens are close to the next tee box.	9/26/2017 7:25 PM
116	Greens. Need campaign to remind folks to fix ball marks (and replace divots) and generally take care of these two wonderful courses	9/26/2017 7:25 PM
117	Greens are too slow	9/26/2017 7:02 PM
118	Sand traps	9/26/2017 6:45 PM
119	Tee boxes on the par 3's. Condition of the sand traps. More rakes surrounding the traps. Most have only one or two rakes. Thorough is allowed to grow too high. Other then that, very nice conditions at the two courses.	9/26/2017 6:29 PM

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey

120	Not much. Since Jackie has been here there had been a very noticeable difference. The employees are polite and friendly. The food is very good. The Caesar salad w/ chicken is the best. Our family always has a pleasant time when we're at either course. Thank you so much!	9/26/2017 6:26 PM
121	More bathrooms	9/26/2017 6:24 PM
122	Price	9/26/2017 6:02 PM
123	It would be nice to have special hours for golfers that are not as skilled in the game.	9/26/2017 5:58 PM
124	Quality of tees, greens and traps	9/26/2017 5:47 PM
125	Tee boxes	9/26/2017 5:24 PM
126	The courses are in nice shape. Keep doing what you are doing.	9/26/2017 5:03 PM
127	Love the courses but please finish filling bunkers with new sand and cut the rough shorter as many have a problem finding there golf balls and slows play. Courses are well managed though pricing is great so keep up the good work.	9/26/2017 5:02 PM
128	nothing---just fine as is	9/26/2017 4:50 PM
129	Satisfied, but not satisfied with the condition of the greens. Could be much better, and the course needs to be (groomed?) BEFORE the first golfers of the morning.	9/26/2017 4:48 PM
130	Lowering the cost to play for residents	9/26/2017 4:48 PM
131	Greens and technology of making t times online.	9/26/2017 4:42 PM
132	only use Lincoln hills. really like the course and how it's maintained. I've only been to Springdale once. Would recommend shifting resources to lincoln hills and getting rid of flood prone springdale.	9/26/2017 4:39 PM
133	The dog park is a distraction and an inconvenience and takes up valuable and limited space and should be eliminated. The sand traps have been improved but can use more sand.	9/26/2017 4:30 PM
134	Tee times	9/26/2017 4:27 PM
135	Improve the sand traps and plant some new trees as the old are dying from disease etc, but do not close the courses to do the work other than for a day or short time. The golf season is short enough and they are the only ones in the Birmingham/BL Hills area that are basically public and not a private country club. The people that play at them are totally committed to them and treasure their existence.	9/26/2017 4:16 PM
136	Much has improved this year. Would hate to see improvements increase the price to play.	9/26/2017 4:07 PM
137	A walking bridge over creek behind Ladies #5 tee. Would speed up play and access to water barrel, at Lincoln Hills.	9/26/2017 4:04 PM
138	More food and drink options so my group doesn't have to go elsewhere for a good lunch. Lusher fairways, better overall grooming	9/26/2017 3:55 PM
139	The rough and fairway grass could be shorter.	9/26/2017 3:54 PM
140	Courses are in very good condition.	9/26/2017 3:53 PM
141	Clear cut tee times to avoid bunching on hole 1,2&3 of Springdale.	9/26/2017 3:53 PM
142	Not much	9/26/2017 3:53 PM
143	Condition of greens	9/26/2017 3:50 PM
144	Rolling of the greens and cross-cutting of greens to promote deeper roots. Replacement of cart paths that are in serious condition.	9/26/2017 3:50 PM
145	Perhaps rangers at busy times to discourage slow play	9/26/2017 3:27 PM
146	Overcrowding....	9/26/2017 3:26 PM
147	great value for the price	9/26/2017 3:24 PM
148	Greens could be faster and more consistent. Sand could be improved	9/26/2017 3:21 PM
149	Course conditions overall should be improved. Sand in bunkers is pretty much gravel, and there's a lot of areas that need better irrigation	9/26/2017 3:15 PM
150	have a ranger on the course to have the slow players pick up the pace or regulate the faster players to play through.	9/26/2017 3:11 PM

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey

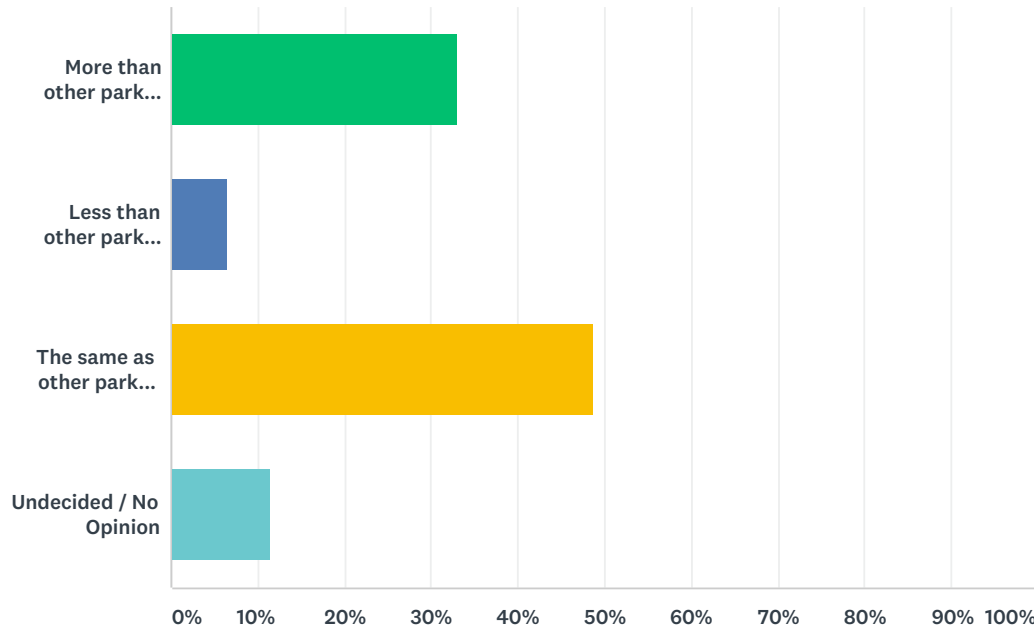
151	I think they do a pretty good job of everything.	9/26/2017 3:07 PM
152	Springdale needs a real set of bathrooms midway thru the course. No porta-John!	9/26/2017 3:01 PM
153	The courses are in good shape, but I would like the amount of tee times available for parents/kids on Sundays expanded.	9/26/2017 3:01 PM
154	Patch the cart path pot holes. People that want more should join Birmingham CC.	9/26/2017 3:00 PM
155	the cart path on the first hole at Lincoln Hills. It's too steep and is dangerous. it should wind in front of the first tee at less of an angle. A simple solution, long overdue.	9/26/2017 2:59 PM
156	At "L.H." You really should put warning signs at the 2 tee boxes stating "drop off: That's a danger if there is a misstep at #5 fairway: rope off the areas at the bottom of hill where the 2 drain openings are. You mean someone hasn't driven over that and dipped over? This wouldn't cost much to do but might do a lot for injury prevention!	9/26/2017 2:57 PM
157	Water drainage	9/26/2017 2:57 PM
158	Lincoln Hills: mowing grass closer to the tee would speed play & make it more enjoyable for the many short hitters	9/26/2017 2:56 PM
159	Springdale hole 4 should tee off from the top of the hill as before.	9/26/2017 2:54 PM
160	Change alignment of some holes. Hole 3 is too tight and has little risk/reward tradeoffs. Hole 9 is long for a par 4. Holes 2, 6 & 8 are too short.	9/26/2017 2:54 PM
161	Golfer education about ball Mark repair.#8327th	9/26/2017 2:52 PM
162	Pace of play sometimes.	9/26/2017 2:51 PM
163	Fairways not always in the best shape. Overall, pretty good condition.	9/26/2017 2:45 PM
164	At Lincoln Hills Hole #1, the steep asphalt pathway is dangerous and should be reformed into a longer zig-zag path down the hill. I use the #9 path to get down the hill.	9/26/2017 2:43 PM
165	drainage and the bunkers could use better sand...and better hot dogs at both courses;)))	9/26/2017 2:36 PM
166	Better quality sand in the bunkers.	9/26/2017 2:35 PM
167	Tee Boxes need to be lengthened to allow unused tee areas to repair. Bunkers need to be raked and new sand. Greens could be a bit faster	9/26/2017 2:35 PM
168	A one or two yard intermediate cut of rough framing fairways. Greens could be faster and more consistent. Better leaf pickup in the fall.	9/26/2017 2:32 PM
169	Greens are very slow and outrageously overpriced	9/26/2017 2:31 PM
170	I think the conditions are fine for a municipal course. An upgrade in general condition would be great, and I would pay up per response 4. I believe non residents should pay an added premium.	9/26/2017 2:26 PM
171	Greens could be in better shape. Cut rough more often, very long.	9/26/2017 2:25 PM
172	Generally satisfied however all the tee boxes are poorly maintained most especially the par threes and also the tee boxes have too much grade change for drainage. They could be more level. Lastly I would turn the lowland area on the ninth hole to a Heather's area or let natural grasses grow there. Mowing it makes no sense. It's a swamp and you don't need people walking around trying to get to a ball. I would make it long grasses and an out of bounds area.	9/26/2017 2:25 PM
173	I play Springdale and they ran out of carts 2 or so times. Other than that I enjoy it.	9/26/2017 2:24 PM
174	If you need to raise the rates to do it, nothing needs to be improved.	9/26/2017 2:23 PM
175	Repair and maintenance of the Tees.	9/26/2017 2:20 PM
176	The Greens could be made a little more challenging. Also. more bunkers	9/26/2017 2:18 PM
177	Emphasize proper use of golf carts around the greens. Stay off the fringe. Replace divots.	9/26/2017 2:18 PM
178	At Lincoln Hills Hole #1, the steep asphalt pathway is dangerous and should be reformed into a longer zig-zag path down the hill. My wife uses the #9 path to get down the hill.	9/26/2017 2:18 PM
179	More staff on occasion at Springdale	9/26/2017 2:17 PM
180	I am pleased with everything	9/26/2017 2:16 PM
181	Better sand traps	9/26/2017 2:12 PM

City of Birmingham, MI Parks & Recreation Master Plan Golf Course Survey

182	tee maintenance could be better	9/26/2017 2:10 PM
183	all good	9/26/2017 2:07 PM
184	I am happy with the golf courses	9/26/2017 2:06 PM
185	Friendlier staff	9/26/2017 2:03 PM
186	Kids program is great at Lincoln but better supervision of kids is needed when they are done	9/26/2017 2:01 PM
187	Speed up the greens a little.	9/26/2017 2:01 PM
188	I have only played Lincoln Hills and while it's in decent shape - I just expect a little more from the Birmingham golf course.	9/26/2017 1:58 PM
189	Question the need for 2 courses when there are many private courses nearby. Please share online how many rounds of golf played this season , day & evening at each.	9/25/2017 5:55 PM
190	Attention to detail such as weeding beds in and around the clubhouse and near tee boxes. Otherwise, great efforts by all!	9/25/2017 4:26 PM
191	Drainage at Lincoln Hills Paved Paths at Lincoln Hills Chipping area at Springdale Toilet facilities at #5 Springdale	9/24/2017 8:02 AM
192	While they are in nice shape, I would love to see them become pristine courses, even if that means an increased greens fee. There are very few excellent public courses in the area, so this could be an opportunity for the city.	9/22/2017 9:37 AM
193	Lincoln hills not that well kept. Awkward course	9/21/2017 7:43 PM
194	GPS on the golf carts.	9/21/2017 6:07 PM
195	2 golf courses is ridiculous. Change one to an aquatic center or nature preserve.	9/21/2017 1:07 PM
196	upgrade sand in bunkers	9/20/2017 7:25 PM
197	Overall conditioning is good. Occasionally, you let the rough get pretty long. Given that most of us are not PGA professionals, that slows down play and makes it pretty difficult for us weekend golfers.	9/19/2017 10:21 AM
198	Paving road to Springdale golf course	9/14/2017 9:30 PM
199	More friendly reminders, maybe fun signs, around the course regarding course etiquette. For example, yelling "four", fixing ball marks and divots.	9/14/2017 8:20 PM
200	Would be nice to have a Rec Center / Swim vs. two golf courses	9/14/2017 3:13 PM

Q3 How should the City of Birmingham prioritize improvements to its Golf Courses?

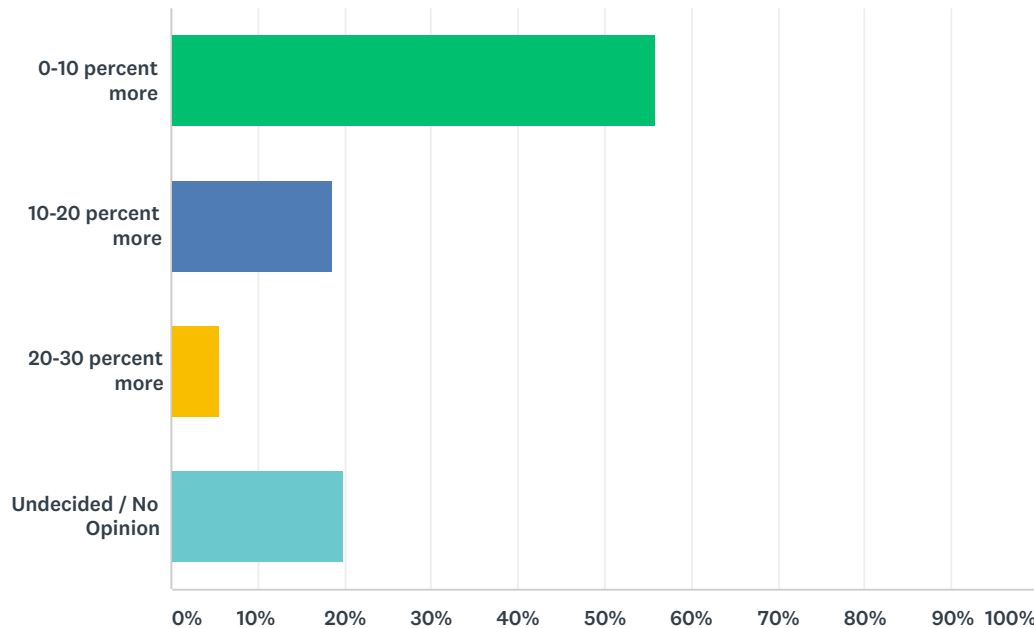
Answered: 320 Skipped: 4



ANSWER CHOICES	RESPONSES	
More than other park improvements	33.13%	106
Less than other park improvements	6.56%	21
The same as other park improvements	48.75%	156
Undecided / No Opinion	11.56%	37
TOTAL		320

Q4 Would you be willing to pay increased rates for these improvements?
 (NOTE: This will not translate into direct increases in fees. The City is gaging users' level of interest to determine if improvements are appropriate).

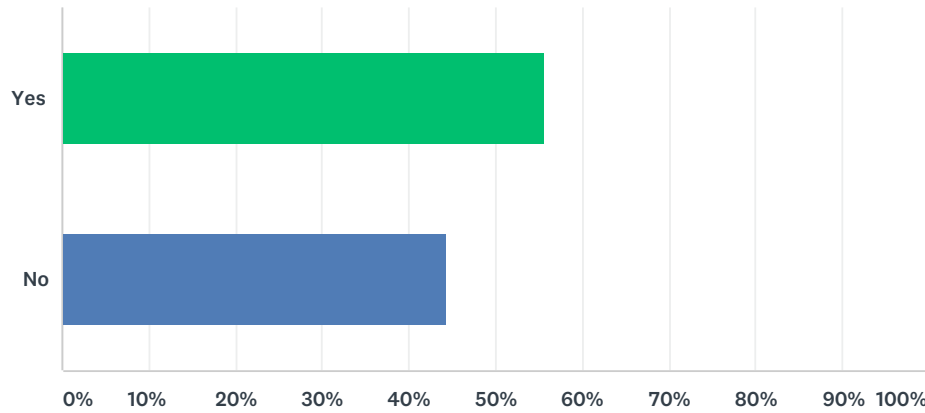
Answered: 321 Skipped: 3



ANSWER CHOICES	RESPONSES	
0-10 percent more	55.76%	179
10-20 percent more	18.69%	60
20-30 percent more	5.61%	18
Undecided / No Opinion	19.94%	64
TOTAL		321

Q5 Do you currently live in the City of Birmingham?

Answered: 324 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		55.56%	180
No		44.44%	144
TOTAL			324

October 12, 2017

Dear Ms. Wood and Ms. Laird,

I want to thank you for taking the time to update the Birmingham Park Master Plan. As a Birmingham resident and someone who works in the Parks and Recreation industry, I can appreciate the amount of time and effort that has gone into gathering information and formulating this long-range plan. There are two main features that I regularly brag about to family and co-workers, Birmingham's beautiful parks and the walkability of the Community. Both features, make it the perfect location for raising a family. I look forward to our trips to the parks, walks in the evening and all of the activities that our kids will ultimately participate in.

Our three most frequented parks are Kenning Park, Booth Park and Shain Park; each for different reasons. Kenning Park is only two blocks from our home and is awesome for little kids! We love going for an evening walk and stopping by the playground. There are usually only a couple games going on and it is usually pretty low-key; which is ideal for small children. Booth Park has a wonderful walking path and we enjoy the unique playground and the story time area. I really like that natural wildflower plots are scattered throughout; they are lovely and also supportive of wildlife. Shain Park is an icon of downtown and a good break from the shops. All of these spaces are well maintained and a true testament of a dedicated staff.

As to be expected, the Master Plan will ultimately result in updates to the parks. My hope is that some of our favorite features will not be lost in the updates. We greatly appreciate the quiet and natural features of Kenning Park. I understand the interest in adding walking paths, as it likely makes it more ADA accessible, bike and stroller friendly. However, I would be sad to see money invested in relocating courts and fields to accommodate parking. Would it not be easier to just put a parking lot in the space northeast of Lincoln/Eton? Also, pavilions may not be necessary in a highly shaded area; maybe just add more seating in the play space. We appreciate the opportunity to consider alternatives to the proposed reduction in passive recreation.

Over the past few years, we have been focusing on growing our family. I regret not having gotten more involved with the Parks and Recreation Committee, and do apologize for that. A regular part of my daytime work is updating plans and soliciting citizen input, so your project and hard work does not go without recognition. Should you have questions or need additional support, do let me know.

Sincerely,

Jeanette R Aiello

Jeanette R. Aiello, CPRE
P: 734/646-6815
E: jeanetterenee12@gmail.com
1587 Mansfield Rd, Birmingham MI



Jeanette R. Aiello, CPRE
Business Operations Coordinator

Canton Leisure Services
1150 S Canton Center Rd
Canton, MI 48188-1699

734/394-5479
734/394-5366 FAX
jaiello@canton-mi.org
www.canton-mi.org

Birmingham Conservatory & Botanical Garden Park

The Birmingham Conservatory and Botanical Gardens is a proposed community garden and conservatory greenhouse intended for both public and private use, with the proposed location for the park, to be situated in the City Of Birmingham, Oakland County, Michigan. This informational overview is presented by the Research & Planning Committee for the proposed Conservatory Gardens. The committee is Chaired by Dusty Loomis, an expert in Nonprofit Organizational Management, and Social Entrepreneurship, in Southeast Michigan. Loomis is a Certified Herbal Information Specialist by the American Botanical Council, and brings over a decade of experience developing, and instructing, natural history and educational programs for children, adults, and seniors.

This information is provided as an overview of the proposed park, to inform of the benefits and strategic considerations related to its development, and to create relationships with the City Of Birmingham (and other stakeholders), to discuss the importance of natural history education, and experiential opportunities, in Southeast Michigan.

This information is provided by the request of Carrie Laird, Parks & Recreation Department for the City Of Birmingham, Michigan. Please contact Dusty Loomis with questions and media inquiries, at (248) 632-7572.

About The Botanical Gardens



The proposed Birmingham Conservatory and Botanical Gardens is described as a stately, dual-winged, victorian greenhouse centered around a central palm-dome and visitor center, leading to an indoor event hall and classroom spaces. The indoor gardens contain a wide variety of tropical plants located in the West wing, with seasonal flowers showcased in the East wing, both enhanced by aquatic botanical display ponds. An outdoor seasonal vegetable garden is dedicated for members and educational programs. With more than a mile of winding walking trails cutting through various showcase gardens such as the Butterfly, Sculpture and Wildflower gardens, visitors enjoy both exciting indoor and outdoor experiences in natural history and conservation.

The multi-acre park features a spacious outdoor event pavilion and patio, perfect for hosting weddings, corporate events, and other private gatherings.

**Proposed logo example.*

The Gardens are a beautiful, serene, and magical destination where residents in Southeast Michigan, and from around the world, are invited to enjoy colorful plant and flower species while learning about botanical conservation. As visitors explore the many attractions offered by the park, posted placards, and other interactive elements, make learning fun. It's never been easier to provide a truly unforgettable natural history education to visitors of all ages and stages of life. Welcome to The Birmingham Conservatory and Botanical Gardens, ***the Jewel of Oakland County.***

Mission & Vision Statement

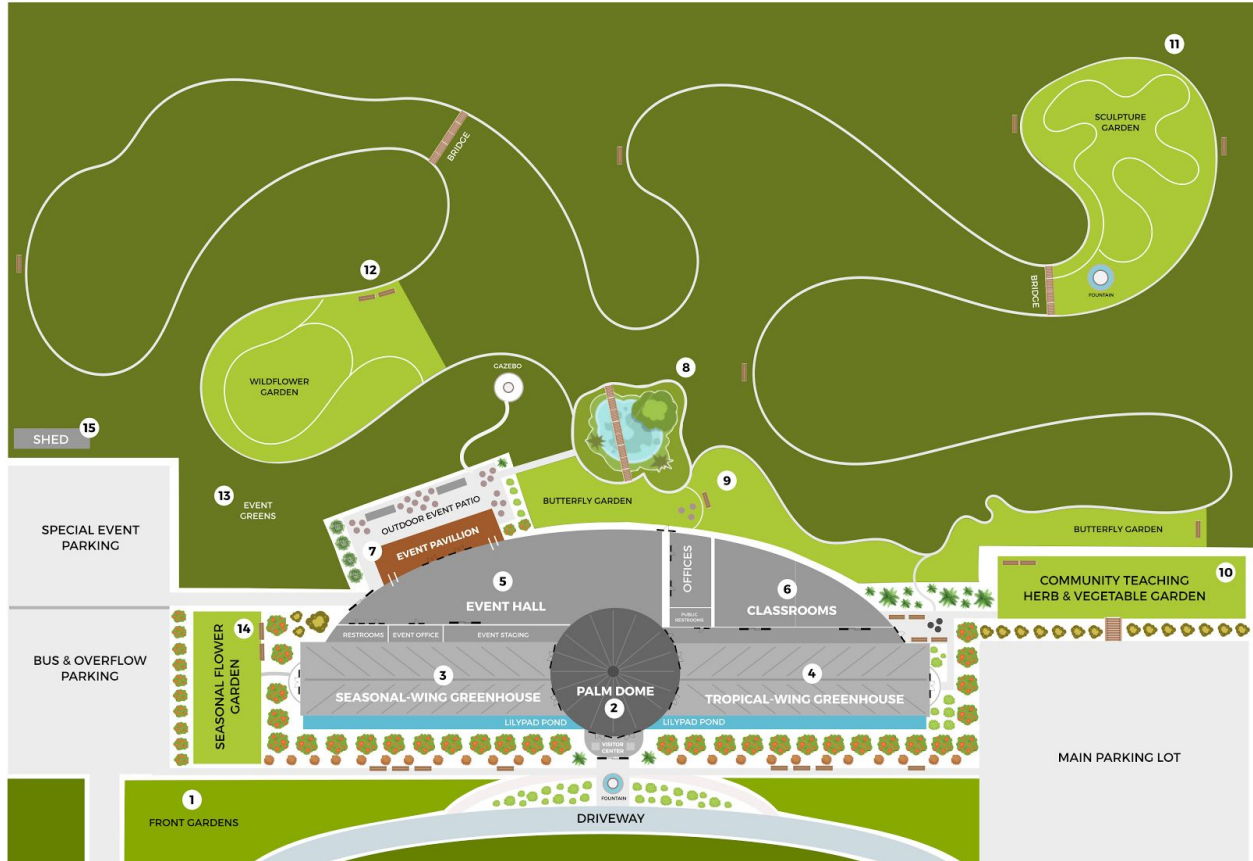
Mission Statement: Our mission is to foster understanding and appreciation for natural history in order to ensure the future preservation of the natural world.

Our Vision: We envision a world where the love for nature, and the importance of biological preservation, create a brighter future for all of mankind.



Conservatory & Grounds Map

The proposed Birmingham Conservatory and Botanical Gardens is located in the historical suburban community of Birmingham, Michigan, situated just north of metropolitan Detroit, along the Woodward Ave. corridor. The park features exciting indoor and outdoor attractions, and includes the following primary points of interest:



**artist concept rendering*

1. Front Gardens, Walkways
2. Outdoor LilyPonds, Indoor Visitor Center & Palm Dome
3. Seasonal-Wing Greenhouse
4. Tropical-Wing Greenhouse and Free Flight Aviary
5. Special Event Hall, Restrooms, Event Office & Staging Kitchen
6. Classroom 1, Classroom 2, Restroom and Offices
7. Outdoor Event Patio & Pavilion
8. Koi Pond (with bridge)
9. Butterfly Garden (with paths)
10. Community Teaching & Seasonal Vegetable Garden (members & students only)
11. Sculpture Garden & Fountain (with paths)
12. Wildflower Garden (with paths)
13. Event Greens & Commons
14. Seasonal Flower Garden (flower sales)
15. Maintenance Shed

Parking Lot 1, 2

Nonprofit Organization Structure

The public park is owned and operated by the Birmingham Conservatory & Botanical Gardens Foundation, a federally recognized nonprofit organization, and is operated through a strategic partnership with the City Of Birmingham, and the State Of Michigan, Parks Department.

Management Team

The garden park is managed by a world-class team of experts and botanical professionals, including a top level management team, botanical and greenhouse experts, community leaders in natural history, and an esteemed Board Of Directors, and various committees and governing bodies.

Nonprofit Board Of Directors

Board Members are presented, and selected, through a partnership between the Parks Department, and other state or municipal stakeholders, and the Conservatory leadership. The Board is comprised of various experts, including legal advisors, botanists, municipal, state and local partners.

Key Partnerships

The Birmingham Conservatory partners with other notable area attractions such as the Detroit Zoological Society, and the Belle Isle Conservatory, to play a leading role in providing a wide variety of natural history opportunities to residents, communities, and families, in Southeastern, Michigan.

Revenue Sources

In addition to strategic fundraising initiatives, the park is supported by additional revenue streams, including ticket sales (\$3 children, \$5 adults), venue and pavilion rental, membership dues, classes, seasonal flower sales, food-truck concessions, gift shop sales, and other revenue streams.

Mobile Device Friendly

The attraction is a modern-day facility, and offers many opportunities for visitors (especially younger guests), to engage with interactive learning, and educational content, through mobile devices.



Classes & Educational Opportunities

The Birmingham Conservatory and Botanical Gardens is a leader in natural history education. A foundational goal of the gardens is to provide access, and hands-on natural history experiences, to children, adults and seniors visitors. That's why educational classes and events are key to the services we provide in the community.

Children's Classes	Young Adult Classes	Adult & Senior Classes
<ul style="list-style-type: none">- After School Program- Wild Arts Nature Camp- Vegetable Garden Group	<ul style="list-style-type: none">- Adult Coloring Class- Nature Photography Studio- Biological Illustration Course	<ul style="list-style-type: none">- Biological Illustration Course- Nature Photography Studio- Seniors Hand Crafting Group



Student Engagement Opportunities

The Conservatory serves as a prime location where students can truly become engaged in learning. A wide variety of programs are offered specifically for students, ranging from kindergarten to college.

Classes are offered to school groups, nonprofit and private organizations, and families seeking natural history education. Educational, guided group tours are available.

Senior Citizen Enrichment



The Conservatory believes in the importance of physical activity, and social interaction, later in life. That's why a variety of engaging programs are offered specifically for the community's senior population, such as the senior Speedwalkers Club, the Active Seniors Volunteer Corp, and the Botanical Council Of Excellence, a leadership group run by the Conservatory's senior citizen members.

Volunteer Team

The Birmingham Conservatory offers many fun and exciting ways for volunteers as young as 16 to get involved, anytime of year. With a wide variety of opportunities, it's easy to lend a hand, while enjoying all of the beauty nature has to offer. Volunteer opportunities include: Grounds Beautification Crew, Botanical Council Volunteer, Visitor Services & Tour Guide, seasonal openings, and more.

Conservatory Membership

The Birmingham Conservatory offers an exciting membership program for families, organizations, students, and individuals. Birmingham (and Oakland County), residents enjoy membership discounts and other attractive perks.

Employment Opportunities

The park is staffed by both paid employees and volunteer team members, and offers many exciting paid employment positions, year-round. The Birmingham Conservatory and Botanical Gardens is an equal opportunity employer, promoting workplace diversity, generational diversity in the workplace, and equal opportunity for minority and disabled applicants. Employee training (including team building workshops), is provided free of cost.



Private Event Hosting

The Conservatory features a popular indoor event space, outdoor pavilion with spacious patio, and dedicated greens, perfect for your next event. The space may be reserved (with a standard rental fee), for weddings, corporate events, nonprofit fundraisers, and private family or holiday occasions.

Special Events & Networking Socials

The park hosts an events calendar offering unique, and engaging, special events throughout the year, including indoor and outdoor activities, to keep the whole family entertained, and the community engaged.

Seasonal & Festive Displays

Visitors to the park will discover a colorful and beautiful array of year-round, seasonal displays, such as annual flower exhibits, Fairy and miniature garden installations, Holiday lights, seasonal flower sales, and other festive decor.

Gift Shop & Concessions

Good food, beautiful spaces, and fun places! Visitors to the Conservatory will find a variety of delightful snacks, meals and beverages available from the snack and juice bar, Key Lime pie station, ice cream stand, and a variety of metro Detroit's finest food truck vendors (vegetarian, Gluten free, and ethnic foods available). Concession sales are an important part of the park's annual revenue.

Green Certified Building

The proposed Conservatory is a LEED certified green building, employing the best sustainable design principles and practices, including on-site recycling, waste reduction systems, green roofing, and other sustainable design features. The Conservatory is handicapped accessible, and places a priority on being made accessible to all.

Nonprofit Fundraising Strategy

Operated as a nonprofit park, the Conservatory places a priority on year-round fundraising, and relies on a variety of funding sources, including, public donations, endowments, corporate sponsorships, grants, membership dues, special events, and more.

Marketing & Promotional Strategy

The Conservatory has established a multi-media marketing approach which includes a website, robust social media and online content, webinars and educational resources, press releases, news and magazine articles and other featured content.

Capital Fund

The Birmingham Conservatory and Botanical Gardens Foundation has established a Capital Funds strategy. Please request further details about how we can work together to bring this natural history attraction to Oakland County, Michigan.

The Birmingham Conservatory & Botanical Garden Park



**proposed logo example*

This package composed by Dusty Loomis
Chair, Conservatory Research & Development Committee
(248) 632-7572
detroitdusty@gmail.com

Copyright 2017

Rail District Sculpture Park @ Northeast Corner of Lincoln & Eton

Sunday, June 25, 2017 6:48 PM

To : lwood@bhamgov.org>

Cc ; Jvalentine@bhamgov.org

Hi Lauren,

I had an idea for creating an industrial type Rail District sculpture park at the northeast corner of Lincoln & Eton. As you know this parcel is owned by the City and is presently designated as park land for Kenning Park. The Kenning Park master plan indicates this area for possible future tennis courts. In my opinion this land should be considered to be re-purposed from active recreation park to passive art for the Rail District's gateway. There are some artists in Pontiac (on Woodward & Turk) that have installations of several metal sculptures made from recycled steel components for a concept example of what I am proposing. I would like this idea to be brought before the Parks & Rec Board for discussion & consideration if possible. Thank you.

Larry Bertollini



October 4, 2017

Neighbors,

I would like to introduce myself, my name is Charlie Forbes, my wife Erica and I moved into 1599 Cheltenham in 2013.

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The City of Birmingham is proposing to make some changes to Kenning Park that we should all be aware of since this park is in our neighborhood. I, like many, were unaware of what was going on until recently. Included in this packet is a copy of the 'Master Plan.'

Most importantly, in the proposed plan is to move and reconfigure baseball diamonds and build a walking/running track around our park with street access for people to drive to and access the track and baseball diamonds. You can see the changes on the following page ("Master Plan"). If you are aware of the quiet area of Cheltenham, Hanley, Sheffield, Melton and Eton the park has many mature trees and from the plan it looks like these beautiful mature trees would have to be cut down for "new" baseball diamonds to be built. The park has FOUR baseball diamonds – why not just clean them up? Why do they have to be relocated where we like to walk our dogs and enjoy the quiet park with the great canopy of mature trees.

Reasons why this is not the best idea for the city/neighborhoods surrounding Kenning Park:

- **parking:** according to the 'master plan' street access to the park (and proposed track) would be at Cheltenham/Hanley/Sheffield/Melton/Eton which would increase parking on our quiet streets during baseball games & events, or even people wanted to walk on the proposed track
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- Money – could it be used elsewhere?

Tuesday, November 14, 2017 there is a presentation of a draft plan to our parks at the Department of Public Services Building at 851 Eton. I am not completely sure of what is going to happen at the meeting but I feel it may be one of the last opportunities for our voices to be heard and our questions answered before these changes become a reality.

If you would be so kind to mail this sheet back to me (envelope attached) with your **dis-approval signature** of the proposed changes I will take it to the appropriate committee. Also, you may sign and scan it back to me at cforbes284@yahoo.com if that is easier.

[X] I/We JAMES VOORHEIS of 1515 CHELTENHAM,
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed [Signature] (signature).

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Charlie Forbes

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* **ALSO - TRAFFIC @ ETON & E. LINCOLN**
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[X] I/We NORMAN & PAMELA WILLIS of 1982 E. LINCOLN
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Charlie Forbes

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[X] I/We Jared Schrader and Erin Schrader of 1609 Mansfield Rd. B
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed Jared Schrader Erin Schrader (signature).

Your Neighbor,

Charlie Forbes

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[X] I/We BERTHA JONES of 2193 SHEFFIELD ROAD,
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed Bertha Jones (signature).

Mrs Mrs. FORBES =

Your Neighbor,

Charlie Forbes —

THANK YOU FOR YOUR EFFORTS TO MAINTAIN
OUR QUIET AND PEACEFUL NEIGHBOR-
HOOD. GOOD LUCK —

October 4, 2017

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[X] I/We Cynthia Miller of 1159 S. Eton,
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed [Signature] (signature).

Your Neighbor,

Charlie Forbes

October 4, 2017

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[X] I/We Anna Tschirhart of 1363 S. Eton, Birmingham MI 48009
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed A. Tschirhart (signature).

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Charlie Forbes

October 4, 2017

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[X] I/We Kathryn Hassel of 1387 E. Melton
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed Kathryn Hassel (signature).

Your Neighbor,

Charlie Forbes

1599 Cheltenham
Birmingham, MI 48009

October 4, 2017

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[X] I/We Phillip Jr & Margaret A. Brown of 1391 E. Melton Road, B'ham
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed _____ (signature).

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[X] I/We Todd MacKintosh of 2287 DUNSTABLE
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed Todd MacKintosh (signature).

THIS PROPOSAL WAS TRIED YEARS AGO. THERE'S EVEN MORE TRAFFIC IN OUR NEIGHBORHOOD NOW. THESE HOMES HAVE CARS PARKED ON STREETS ALREADY. THEY'RE TURNING OUR COMMUNITY INTO STERLING HEIGHTS. THIS SHOULD BE ON A BALLOT. WHY DO THESE PEOPLE HAVE TO "SELL" EVERYTHING.

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October 4, 2017

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[X] I/We Steven Antwan of 1833 W. Melton,
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed Steve Antwan (signature).

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[X] I/We Maria Giancotti of 1836 Humphrey Ave
Birmingham would like to see Kenning Park remain as is (no relocation to baseball diamonds, no track surrounding our homes, no removing of ANY trees) signed Maria Giancotti (signature).

Your Neighbor,

Charlie Forbes

May 23, 2017

Birmingham City Commission
City of Birmingham
151 Martin Street
Birmingham, MI 48009

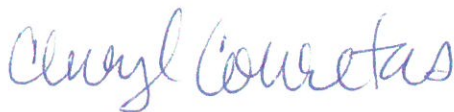
Dear Commissioners,

As representatives of the South Poppleton Homeowners Association, we are writing to voice our displeasure at the inaction of the city commission in regard to the development of Adams Park. The S. Poppleton Neighborhood Association has been working with the city for 11 years, since the city purchased the property from The Roeper School and promised to develop it into a residential park. To this day, only conceptual work has been done for potential future development.

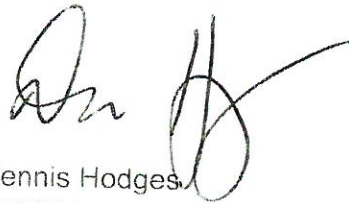
Development of Adams Park is not part of the recommended 2017-2018 budget, leaving the residents of the area to wonder whether there will ever be a plan to develop the facility. The idea of another master plan for development of all parks in the community as discussed in the budget review meeting forebodes another period of inaction.

The association is committed to working in a coordinated fashion with the city, The Roeper School, and other affected neighborhood associations to bring this matter to a successful conclusion. We respectfully request that the commissioners put this item at the top of the agenda.

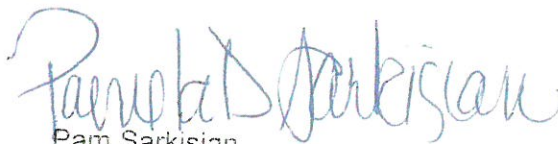
Sincerely,



Cheryl Couretas
947 Madison St.



Dennis Hodges
987 Ridgedale Ave.
dennis.hodges@yahoo.com



Pam Sarkisian
931 Ridgedale Ave.
President

Name	Signature	Address
Matt Wilde	Matt Wilde	975 Madison St.
Kimberly Leon	Kimberly Leon	911 MADISON ST.
MARK SAYERS	Mark R. Sayers	883 MADISON
Glen Maylath	Glen Maylath	948 Madison
MARTIN REISIG	Martin Reising	927 MADISON
Jen Badalamenti	Jen Badalamenti	928 Madison
Amanda Kaye	Amanda Kaye	1031 Madison
Beth Snow	Beth Snow	916 Madison
Kelly Cummings	Kelly Cummings	987 Madison St.
Don Cummings	Don Cummings	987 Madison
Linda Green	Linda Green	421 madison
Matt Sullivan	Matt Sullivan	647 Madison
Erin Coletti	Erin Coletti	756 MADISON
Laureen Butcher	Laureen Butcher	855 Madison
Kimberly Yank	Kimberly Yank	867 Madison
Colleen Haw	Colleen Haw	968 Madison
Clair Bryant	Clair Bryant	948 Madison
Gene McNulty	Gene McNulty	435 Madison
Debra Yaffa	Debra Yaffa	1047 Madison
Don A. Beltr	Don A. Beltr	1047 Madison
John Brehm	John Brehm	947 madison
Elizabeth Wilde	Elizabeth Wilde	975 Madison
John J. Sullivan	John J. Sullivan	655 Madison
Kathy Sullivan	Kathy Sullivan	647 Madison
Carrie Kovach	Carrie Kovach	545 Madison

Address

592 Ridgedale

591 Ridgedale

870 Knox

564 Ridgedale

556 Ridgedale

54C K. L. L. L.

551 RIDGEDALE AVE

579 ZINCATE

810-513-1169

847-927-2511

7625 Ridgedale

644 Ridge Lake

744 Ridge - 9/14

THE FUGITIVE

755 Kidgeala

018 Kidgeale

Name

Signature

Address

Julie Sutherland



787 Oakland

Andy Sutherland



787 OAKLAND AVE

Mike Ableson



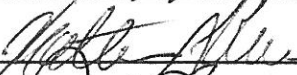
723 OAKLAND AVE.

Jan Ableson



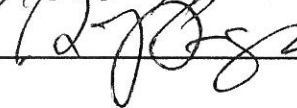
723 Oakland Ave.

Kathleen Ableson



723 Oakland Ave.

Rick Page



815 Oakland Ave

Address

951 Ridgedale

812 Ridgely Ave.

840 Ridgedale Ave

860 Ridgedale Ave

952 Ridgedale Ave

900 Ridgedale Ave

932 Ridge Dale

932 RIDGEDALE

9.11 RIDGES

Name

Signature

Address

MICHAEL DEMKO

MPR

863 KNOX ST

Zilcent Frasier

Zilcent Frasier

839 KNOX

JEFF FROZEN

Jeff Frozen

839 KNOX

PATRICIA SEIBOLD

Patricia Seibold

921 KNOX

PAUL M. SEIBOLD

Paul M. Seibold

921 KNOX

JACK FAXON

JACK FAXON

930 KNOX

LIM B

LISA BUSS

916 KNOX

Pam Graham

Pam Graham

884 KNOX

DAVID GRAHAM

David Graham

884 KNOX

DANIEL BRIGGS

DANIEL BRIGGS

191 N. WORTH ST



Connie Folk <cfolk@bhamgov.org>

Fwd: Let's Plan

Lauren Wood <lwood@bhamgov.org>
To: "Folk, Connie" <cfolk@bhamgov.org>

Mon, Dec 11, 2017 at 2:01 PM

Master Plan comment file, please

Lauren Wood
Director of Public Services

City of Birmingham
Department of Public Services
851 S. Eton
Birmingham, MI 48009
direct dial: 248.530.1702

----- Forwarded message -----

From: **Lauren Wood** <lwood@bhamgov.org>
Date: Wed, Dec 6, 2017 at 9:16 AM
Subject: Re: Let's Plan
To: Anne and Peter Bray <annebray@ameritech.net>

Hi Anne,

Thanks as always for your input and the time you take to participate with community projects.

This email will be shared with McKenna as part of the ongoing public input for the development of the 5 year master plan.

Thanks again,
Lauren

Lauren Wood
Director of Public Services

City of Birmingham
Department of Public Services
851 S. Eton
Birmingham, MI 48009
direct dial: 248.530.1702

On Sun, Dec 3, 2017 at 1:10 PM, Anne and Peter Bray <annebray@ameritech.net> wrote:

Hi Lauren

Much work went into the new Master Plan. I was disappointed to miss the roundtables, but our Neighborhood president chooses not to share information with the neighborhood, so please would you send me a notice when anything relevant comes up? Thank you.

I would like to see some movement on Adams Park, which has been hanging about for long enough. I would also like to see the development of more natural areas within the Parks with the intention of attempting to educate the public of the harm that is done by using chemicals there are alternatives to lawn grass that are more environmentally friendly. Monarch Way Stations could be a part of this. As far as the Rouge trail is concerned - less is definitely more - as we always need to remember that the floodplain belongs to the river. I would also like to see the Yellow Flag Iris removed from Quarton Lake as it is now spreading downstream and can now be

found in Linden Park.... and possibly further downstream. I think we all need to learn more about plant succession instead of trying to keep the same plants in the same places all the time and recognize that growing conditions are constantly changing. Anne



Connie Folk <cfolk@bhamgov.org>

Birmingham Park Master Plan

1 message

Jeanette Aiello <jeanetterenee12@gmail.com>
To: parksrecplan@bhamgov.org

Wed, Dec 13, 2017 at 8:33 AM

Good morning,

I am a resident of Birmingham near Kenning Park and also work in the field of Parks and Recreation in another community. I applaud the City on pursuing the Park Master Plan process as it is very extensive, but pays off when pursuing grants and other building opportunities.

I was pleased to hear the Parks & Rec advisory commission revisiting some components of Kenning Park that were in the 2014 plan. I think that reconfiguring the field layout does make it safer for participants and spectators. I was also happy to hear that there is no intention at this time to relocate the tennis courts, as that would be a costly and unnecessary project when a parking lot could be placed in the currently open lot of northeast Eton/Lincoln.

I have two recommendations for the Master Plan that should benefit the City:

1. Include the revised Kenning Park map that includes the new configuration. If the City already has dedicated funding and plans to move the fields in the near future, then that should be reflected in the plan. When pursuing grants, the funding source will want to see that there is a clear plan that was adopted following public input.
2. Hire or contract a Certified Playground Safety Inspector (CPSI) to inspect all of your playground sites at least twice per year. For the safety of children and to protect the City from liability, this is an inexpensive and practical way to ensure the pieces are safe. For example, the aluminum slide in Shain Park with limited down posts on the steps is very unsafe and I've seen multiple kids fall through (luckily being caught before hitting the ground). <http://www.nrpa.org/certification/CPSI/>

Thank you for taking the time to complete this Master Plan process and seeking public input. If you would like any additional feedback, do let me know.

Sincerely,

Jeanette Aiello, CPRE
Certified Park and Recreation Executive
jeanetterenee12@gmail.com
734/646-6815



Connie Folk <cfolk@bhamgov.org>

Fwd: PUBLIC REVIEW COMMENTS - 2018 PARKS AND RECREATION MASTER PLAN

Lauren Wood <lwood@bhamgov.org>

Fri, Dec 15, 2017 at 1:23 PM

To: "Folk, Connie" <cfolk@bhamgov.org>, "Laird, Carrie" <Claird@bhamgov.org>

For public comment file of the 2018 Master Plan.

Lauren Wood

Director of Public Services

City of Birmingham
Department of Public Services851 S. Eton
Birmingham, MI 48009
direct dial: 248.530.1702

----- Forwarded message -----

From: **John Rusche** <jprusche@aol.com>

Date: Fri, Dec 15, 2017 at 1:01 PM

Subject: PUBLIC REVIEW COMMENTS - 2018 PARKS AND RECREATION MASTER PLAN

To: lwood@bhamgov.org

Hi Lauren,

Here are a few comments and questions, some personal and some from neighbors. Page numbers refer to the draft plan dated November 30, 2017.

Plan pg. 17, PDF pg. 25 – Table 2 shows revenues, table 3 shows expenditures. There are “deficits” every year covered by the City’s general fund. So that the two tables balance would it be helpful to add a revenue line to table 2 as follows:

- City general funds 2015-2016 actual (\$878,840)
- City general funds 2016-2017 budget (\$1,284,906)
- City general funds 2017-2018 approved (\$1,346,660)
- City general funds 2018-2019 planned (\$1,287,570)

Plan pg. 21, PDF pg. 29 – Parks and Recreation Bonds.

It is very important that this be clear so that if in the future Birmingham residents are asked to vote for another bond issue they feel comfortable that the money was well used. This section should clearly state the dates and amounts of the bond issues and what the money was used for. It should be written in lay person language. One example, second paragraph “Park bond funds in the amount of \$3 million were used for these improvements.” Unclear. What improvements? The third paragraph is especially unclear.

Plan pg. 22, PDF pg. 30 – Kenning Park Concept Plan (2014) states “the Department of Public Services is currently in the process of seeking partnerships to assist in the implementation of the concept plan.” But during the Little League

discussion at the December 5, 2017 P&R Board Meeting it seemed clear that there is no intention to move baseball diamond #1 to the “swampy” southeast corner of the park and add a soccer field. Before being incorporated into the 2018 P&R Master Plan shouldn't the concept plan be revised to reflect current thinking?

Plan pg. 32, PDF pg. 40 – Adams Park. Shouldn't there be a more aggressive plan to fund the concept plan?

PDF pg. 95 – Poppleton Park Concept. There is a note stating: “Preserve as many existing trees as possible. (Keep view zones clear.) Infill with additional ornamental trees.” This is left over from when the 88-space parking lot was contemplated and rejected by the City Commission.

PDF pg. 103 – Kenning Park Concept. See note above for page 22.

PDF pg. 217 – Birmingham Conservatory & Botanical Garden Park. Where would this be placed? Who would fund it?

PDF pgs. 226-236 – Neighbor opposition to Kenning Park plan to relocate baseball diamonds and create a track circling the park.



PDF pgs. 237-244 – Adams Park neighbors' displeasure over lack of movements after 11 years, signed by about 88 people.

General -- Are Birmingham Parks, and other landscaping, bee and butterfly-friendly?

Best regards,

12/15/2017

City of Birmingham MI Mail - Fwd: PUBLIC REVIEW COMMENTS - 2018 PARKS AND RECREATION MASTER PLAN

John Rusche

358 Henley Street

Birmingham, MI 48009

H 248-731-7068

C 248-219-8114



image001.png
668K



Connie Folk <cfolk@bhamgov.org>

Kenning Park

Jennifer Wheeler <jennybwheeler@gmail.com>

Fri, Dec 22, 2017 at 9:05 AM

To: parksrecplan@bhamgov.org

Cc: claird@bhamgov.org, Jvalentine@bhamgov.org, Joellen Haines <jhaines@bhamgov.org>

Good morning,

I would like to begin by saying I am so excited Kenning Park to receive updates, my boys and I use it often.

One of the things I love about the master plan are restrooms! They would be such a helpful addition for everyone. I have personally noticed a need when there with young children, expecting mothers and grandparents. Most of us have to sheepishly go into the tennis club and ask if they mind, while either finding someone to watch the other children or bring everyone into the tennis club.

The next idea I love is the pavilion; it would be nice to have a covered picnic area, especially with the weather in Michigan as variable as it is. I understand that some residents view this as a threat to increase traffic, parking issues or crowding at the park... therefore could the pavilion be on the smaller side? For example, the pavilions at Springdale and Beverly Hills Parks are wonderful, but maybe a scaled down version of them? It would be amazing to be able to use for neighborhood play dates and for school friends to meet up over the summer, I'm smiling just thinking about it!!

From the design, I could not see details for the playground equipment plans. As someone who uses Kenning Park often, as well as many other parks in the area, the absolute main wish would be visibility!! There is nothing scarier to a parent than not being able to see your child, even for a moment. I do like in the plan that the playground seems to be condensed to the same area, not too spread out and away from the street (probably my favorite thing about Kenning Park overall). I also would love a park that will hold children's attention as they grow. Beverly Hills achieves this with two play structures, one for older ages and one for younger. Booth also does a good job of this with their creative playground, however it's visibility can be an issue.

I truly feel a good amount of the budget should be put into the playground, the heart of the park. The next items on my wish list would be restrooms, a pavilion, green space and a mini library. I would hate for the playground equipment to be lackluster because too much of the budget went to moving the tennis courts across the street. If there are any plans for the playground I would love to see them.

Thank you for your commitment to our beautiful community,

Jennifer Wheeler
1665 Holland Street
Birmingham, MI 48009

jennybwheeler@gmail.com



Connie Folk <cfolk@bhamgov.org>

Poppleton Park

Brad Coulter <bradcoulter@gmail.com>
To: parksrecplan@bhamgov.org

Wed, Dec 27, 2017 at 5:38 PM

One main complaint that residents made loud and clear at the last Commission meeting regarding the Poppleton Park concept plan was the eight foot wide sidewalks being put throughout the park. Poppleton Park is a beautiful green space that will be ruined if all the proposed walking paths are put in. I've seen this "modern" look in many parks and its defeats the purpose of having green space. Why do we need to pave everything? What happened to being green and natural? This Poppleton concept is anything but green and should not be approved.

Brad Coulter
498 Wimbleton
Birmingham



Connie Folk <cfolk@bhamgov.org>

Poppleton Park1 message

Kathleen McInerney <kathleenmcinerney@comcast.net>
To: parksrecplan@bhamgov.org

Thu, Dec 28, 2017 at 2:27 PM

Dear Planners,

I live in Poppleton Park. We have owned our home at 129 Abbey Rd. for over 23 years. We love our neighborhood.

I have a few items I would like considered for the Master Plan:

Matching play sets that are Birmingham Green/ not PINK!

I'm hoping the walking path will not be paved like a road all around the park. It should be natural, stone based.

Do not run the walking path so close to the homes property line along Wimbledon. There should be a green scape buffer between the path and the residents property.

Add lantern lighting, same as in Birmingham and have the lights turn off at 12:00 midnight.

Thank you for being so diligent in accepting our comments. I know it will be very beautiful one day.

Sincerely,
Kathleen McInerney

Sent from my iPhone



Connie Folk <cfolk@bhamgov.org>

2018 Parks and Recreation Master Plan

'Patty Blair' via ParksRecPlan <ParksRecPlan@bhamgov.org>

Sun, Dec 31, 2017 at 2:05 PM

Reply-To: Patty Blair <blairdppe@yahoo.com>

To: "parksrecplan@bhamgov.org" <parksrecplan@bhamgov.org>

Hello - To Whom It May Concern,

We are writing today to express our opinion regarding the 2018 Parks and Recreation Master Plan; specifically, the improvements, modifications and estimated budget requirements to Poppleton Park.

Notable - and in favor of:

Installation of a new 2-5 year old accessible play area and a new universal ADA access play are.
Installation of a new sunning berm area.

Improved/Updated/New:

Installation of benches, 1 - drinking fountain, new deciduous shade trees, preservation of all existing trees, new trees around ball field outfield, ball field improvements and improved field drainage (assuring the least invasive plan to natural setting now) in the multi-level play area.

Of concern and in question:

1. Port-A-Potty location with it's proximity to neighbors homes on Oxford St. We are aware that it needs to be accessible for servicing. How about locating it west of the sunning berm in the "triangle", behind the north side of the ball outfield? The proposed walkway/path would accommodate a truck for servicing & maintenance.
2. The need for a 30' ft. square picnic shelter. 30' ft. square is big. Anything smaller would be adequate for strollers, existing park picnic tables, coverage from intense summer sun. Will there be tables & benches? Will Poppleton Park be an additional site for group reservation party use such as Springdale Park?
3. We are not in favor of the proposed 8' ft. wide walkway system. While we see the positive side for a walkway around the children's play area for easier stroller and wheelchair use, we question the proposed 8' ft. width (and the tentative materials: concrete vs. gravel (such as Quarton Lake Park) Is it really needed around the perimeter of the ball field? The Quarton Lake path maintenance appears to be minimal now. We have observed gravel erosion & weeds, metal edging is failing. Thinking ahead during inclement weather: will the City maintain with snow plowing brush maintenance such as our sidewalks?

We concur with our Wembleton St. neighbors that the East/West walkway is a bad idea. It's directly behind their south facing backyards. Consider also the proposed Abbey St. access to the park with limited parking options & potential blocking of the two driveways there.

4. Finally, pg. 86 spreadsheet. Estimates for budget review in 2018-2019 cost/expense over 5 years is \$650,000.00 for Poppleton Park. Clarification for this figure, please.

Your review and consideration for changes to the proposed Poppleton Park concept plan is appreciated. Let's improve, upgrade and leave out the excess for this very special green space in

Birmingham.

Sincerely,

Patty & Dick Blair
[485 Rivenoak St.](#)
blairdppe@yahoo.com



Connie Folk <cfolk@bhamgov.org>

Poppleton Park

1 message

Eleni Currie <lenicurrie@gmail.com>
To: parksrecplan@bhamgov.org

Fri, Dec 29, 2017 at 2:19 PM

Having spent a good deal of time trying to see the differences in the past park plan and this current plan - I still have concerns.

1. The pathway around the park is not making any good use of space nor activities- did some research on INTERACTIVE parks and if there is this type of pathway at least make it interactive with the kids - not just a racetrack like look.

There could be pods at interesting turns with an activity for kids.

2. Bee or butterfly pods as well in the garden areas.

3. A water feature - splash park as you continue to describe the park as a community park.

4. Updating the equipment is great - climbing wall and interact play is essential.

5. The porta potty so close to homes and not near the baseball diamond.

6. Was a LOCAL architect used? They would have a much better idea of the community.

7. This plan seems near identical to last year's plan that was heavily argued about at multiple meetings. This is a great community and if you truly want this to be a community park make it state of the art with features to help children develop and learn and get exercise plus the pods could be used as field trips for the schools - community gardening for them etc.

Thank you

Eleni O'Leary

Resident

Sent from my iPad
Eleni Currie
[248-821-4801](tel:248-821-4801)



Connie Folk <cfolk@bhamgov.org>

Poppleton Park

1 message

Donal O'Leary <doleary703@gmail.com>
To: parksrecplan@bhamgov.org

Mon, Jan 1, 2018 at 8:16 PM

Please keep Poppleton Park green! The proposed walking path looks like an ugly racetrack that I predict would see very little use. Very few of the survey responders want this, many more are against. As an avid walker in the neighborhood, I would never use this path as it would be boring and much of it would be too close to noisy and smelly Woodward Ave. All the sidewalks in the neighborhood have been updated with ramps at all corners and it is a wonderful neighborhood to amble about. This is not a nature park like Manor, it is a green space. Let's not waste out tax dollars on the path or pavilion. Neither are wanted or needed by the majority of our community.

Donal O'Leary

Sent from my iPad



Connie Folk <cfolk@bhamgov.org>

Parks & Recreation draft Master Plan

1 message

dave and kathleen <kddevereaux@wowway.com>
To: parksrecplan@bhamgov.org

Thu, Jan 4, 2018 at 10:39 AM

Hello,

I have a comment about the plan for Poppleton Park, at page 99 of the draft plan. I am opposed to any additional pavement in the park. The Poppleton residents made our preferences clear, I thought, when the last concept plan was presented before the Parks and Rec Board and before the City Commission. It seems, however, that many of the objectionable features of that plan were imported into this new plan, even though the residents opposed them. The features in question include the 8 foot walkways, and the 30 foot square picnic enclosure. I also do not see the point of an additional play area particularly if improvements are going to be made to the existing play area.

Sincerely,

Kathleen Devereaux

1019 Rivenoak

Subject: Master Plan language

From: **Heather Carmona** <htcarmona@sbcglobal.net>

Date: Mon, Jan 8, 2018 at 1:46 PM

Subject: Master Plan language

To: Lauren Wood <lwood@bhamgov.org>

Hi Lauren,

I hope your new year is off to a great start.

I have a questions. I've been reviewing the updated Master plan draft. In Goal #6, I noticed the words "reduce chemical exposure' were removed from the revised Goal. I'm curious if this was intentional or an oversight in redrafting? As it reads now, the goal doesn't make sense and does not support objectives 3 and 7.(eg. reduce adverse health effects *from what then?* I'm not sure how you can potentially eliminate spraying and achieve a pesticide free park without the gradual reduction of some chemicals).

I'm planning to attend the public hearing on 2/5, but wanted to ask you first before I share my thoughts publicly.

Thanks!

Heather

Heather Carmona

[248.867.1346](tel:248.867.1346)



MEMORANDUM

Engineering Dept.

DATE: February 2, 2018

TO: Joseph Valentine, City Manager

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Old Woodward Ave. Paving Project
Willits St. to Brown St.
Sewer & Water Lateral Replacement Special Assessment District
Public Hearing

At the Commission meeting of January 8, 2018, the City Commission set a date of February 12, 2018 to hold a public hearing of necessity for the replacement of sewer and water laterals located within the limits of the Old Woodward Ave. Paving Project. Also at that meeting, a confirmation hearing date of February 26, 2018 was set, should the assessment district be authorized. Attached for your information are the previous report that was prepared on this subject, as well as the public hearing notice most recently sent out.

All owners in the district have been sent the attached letter. Since tenants are sometimes involved in these expenses, the letter and hearing notice was also hand carried to all tenants within the project area. To date, our office has received phone calls from very few affected owners or tenants. Questions received have been based on clarifications as to what will happen, but to date, no objections have been raised.

As identified on the attached detailed list, note that the policy for inclusion in this district is as follows:

Sewer Laterals – All active sewer laterals identified as being over 50 years old shall be replaced. Given the commercial nature of the project, some older sewer laterals will be larger sizes, including 8 inch, 10 inch, and 12 inch (designed to carry roof drainage). In these cases, the owner will be charged the higher unit price, as identified on the list.

Water Laterals – All active water services currently less than 1 inch diameter will be replaced with new 1 inch plastic pipe. In addition, all lead water services will be replaced with new plastic pipe, matching their existing size, or at least 1 inch minimum, whichever is greater.

A suggested resolution has been prepared below should the Commission wish to consider authorizing this project.

SUGGESTED RESOLUTION:

WHEREAS, The City Commission has established a policy requiring the replacement of all sewer laterals that are over 50 years old when the City street is open for reconstruction; and

WHEREAS, The City Commission has established a policy requiring the replacement of undersized or lead water lateral lines when the City street is open for reconstruction; and

WHEREAS, The City Commission is of the opinion that replacement of sewer and water laterals not meeting current criteria as a part of the planned road paving project is declared a necessity; and

WHEREAS, formal bids have been received and the actual cost per foot for replacement of the sewer and water laterals has been determined,

RESOLVED, that all sewer and water laterals not meeting current criteria located within the limits of the following properties shall be replaced as a part of the paving project on Old Woodward Ave. from Willits St. to Brown St.

RESOLVED, that at such time as the Assessor is directed to prepare the assessment roll, of which 100% of the contractor's charge to replace sewer and water laterals shall be charged to the adjoining property owners benefiting from the sewer or lateral,

RESOLVED, that there be a special assessment district created and special assessments levied in accordance with benefits against the properties within such assessment district, said special assessment district shall be all properties, within the following district:

"Assessor's Plat No. 27"

Lot 4, except that part taken for Willits Alley right-of-way, lot 5, lot 6.

"Assessor's Plat No. 19"

The easterly 44 ft. of lot 4, except that part taken for Willits Alley right-of-way, lots 5-10 inclusive, except that part taken for Willits Alley right-of-way.

"Assessor's Plat No. 21"

Lots 20-28 inclusive.

"Merrill's Plat"

The northerly 80.76 ft. of the westerly 13 ft. of lot 2, lot 3.

"Assessor's Plat No. 24"

Lots 1-8 inclusive.

"Assessor's Plat No. 25"

The easterly 27.07 ft. of the southerly 44.25 ft. of lot 3, the easterly 35.98 ft. of lot 21, lots 22 through 24 inclusive.

"Assessor's Replat of Lots 1-9 Inclusive Brownell Subdivision and Lots 8-15 Inclusive Part of Lot 16 and Vacated Street of Hunter's Eastern Addition"

Lots 1,2,4.

RESOLVED, that the Commission shall meet on Monday, February 26, 2018, at 7:30 P.M., for the purpose of conducting a public hearing to confirm the roll for the replacement of sewer and water laterals within the Old Woodward Ave. Paving Project.

NOTICE OF PUBLIC HEARINGS
BIRMINGHAM CITY COMMISSION
PUBLIC HEARING OF NECESSITY
PUBLIC HEARING OF CONFIRMATION

Meeting Date, Time, Location:	HEARING OF NECESSITY FOR SPECIAL ASSESSMENT DISTRICT Monday, February 12, 2018, 7:30 PM Municipal Building, 151 Martin, Birmingham, MI
Meeting Date, Time, Location:	HEARING OF CONFIRMATION FOR SPECIAL ASSESSMENT DISTRICT Monday, February 26, 2018, 7:30 PM Municipal Building, 151 Martin, Birmingham, MI
Location:	Within the Old Woodward Paving Project Area
Nature of Improvement:	Installation of sewer and water services within the Old Woodward Ave. Paving Project area
City Staff Contact:	Paul O'Meara 248.530.1836 pomeara@bhamgov.org
Notice Requirements:	Mail to affected property owners Publish January 14 th and January 21 st , 2018
Approved minutes may be reviewed at:	City Clerk's Office

You or your agent may appear at the hearings to express your views; however, if you fail to protest either in person or by letter received on or before the date of the hearing, you cannot appeal the amount of the special assessment to the Michigan Tax Tribunal. Mail any correspondence to: City Clerk, P.O. Box 3001, Birmingham, MI 48012.

The property owner may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the confirmation of the special assessment roll if that special assessment was protested at the hearing held for the purpose of confirming the roll.

All special assessments, including installment payments, shall, from the date of the confirmation thereof, constitute a lien on the respective lots or parcels assessed, and until paid shall be charged against the respective owners of the lots or parcels assessed.

Persons with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk's Office at 248.530.1880 (voice) or 248.644.5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.



January 11, 2018

NOTICE!
DOWNTOWN CONSTRUCTION PLANS FOR 2018

The City of Birmingham has hired Angelo Iafrate Construction Co. to reconstruct Old Woodward Ave. from Willits St. to Brown St. in 2018. About 400 feet of Maple Rd. will be impacted as well. The following will give you detailed information to help you be prepared for what will happen during the upcoming months.

The goal of this project is to completely renew this corridor, with new sewer and water main, new concrete street, new sidewalks, landscaping, traffic signals, and street lights. While dates are estimated and subject to change, the following outlines what is intended at this time:

1. Starting in early February, a professional video filming contractor will be in the area, taking pictures of each building. Pictures will be taken of the outside of each building wherever possible to help document current conditions. Where permission is granted, filming of the inside of the adjacent structures will also occur. Filming is intended to provide a record of all current conditions, both inside and out. Please see additional information on a separate letter.
2. At the end of February, the City's forestry contractor will close off sections of parking in order to start removal of existing trees. Work will start at 7 AM, and end about 11 AM, so as to reduce impact on the businesses. Parking space closures will generally extend on one side of the street only, for just one half of the block, so that parking impact is kept to a minimum. Removal of the trees will allow the City to create a whole new and improved landscaping scheme that will become a central feature of the new streetscape.
3. Starting in the third or fourth week of March, Old Woodward Ave. will be closed to ALL vehicle traffic from Willits St. to Brown St. Traffic will be allowed to travel through the job site on Maple Rd. and Brown St. After several weeks, as work progresses, the contractor will divert westbound Maple Rd. to bypass the work area via Park St., Oakland Blvd., and Willits St. Westbound Brown St. will also be diverted away from the job site.
4. Before the road is closed to traffic, temporary plywood walls with signs, banners, and lights will be set up about five to six feet from the face of all buildings, to maintain visitors' access to each buildings' front door. Designated pedestrian crossings will also be maintained at the Maple Rd. and Merrill St. intersections to improve accessibility. Sidewalks will remain open on most days throughout the job site, except for when underground pipelines are being replaced up to the face of the buildings.
5. The first phase of work will be replacement of underground pipelines. All new water main, sewer, fiber optic communications, electrical, and irrigation is planned. Pipeline replacement will include building service laterals where needed to meet current code. Special assessments will apply for this work. Review your packet of information to see if an assessment will pertain to you.
6. Landscaping work will include removal of existing soils and replacement with specially formulated organic soil for each new tree, so that future trees will grow faster and stronger.

7. Once underground work is completed, the contractor will install a new three lane wide concrete street, featuring medians at select points, a mid-block crossing, with new mast-arm traffic signals at all intersections.
8. Once the street is paved, sidewalks will be removed in relatively short sections to ensure that whatever is removed can be quickly replaced, keeping access to front doors open as much as possible. Sidewalks will continue the same concrete and exposed aggregate theme found in other downtown areas, supplemented with large, raised planting beds and granite seating areas.

A detailed time schedule is not yet available. Once it is, additional information will be sent out. Overall, it is our goal to have this work completed by approximately the end of July. We understand that this project will cause disruption and will impact your business while it is underway. The City is scheduling the work from late winter to early summer to minimize the impact to the busy summer schedule as much as possible. Further, the Birmingham Shopping District will be working with our office to help create programs that will encourage customers to patronize your businesses during this difficult time.

Owners and tenants are encouraged to sign up for the City's Constant Contact service. You can receive electronic updates regarding this project by signing up for the 'Old Woodward Ave. Paving Project' Constant Contact group at www.bit.ly/bhamnews.

Business owners and tenants should be aware that potentially three special assessment districts are being created with this project. Most properties along the project route will be responsible for between one and three assessments, based on the attached maps included in this package. Details follow:

Sidewalk Streetscape Assessment – The City will be completely removing and replacing the sidewalk and trees between the front face of the buildings, and the new curb. The streetscape planned will be drastically improved from the current one, as is described above. Costs are based on 75% of all City costs to be incurred for work between the face of buildings and the new curb. On Old Woodward Ave., the assessment is estimated at \$38.03 per square foot of frontage, and on Maple Rd. frontages, \$32.59 per sq.ft. The average assessment is estimated at \$47,700 per building. The charge reflects a 25% total cost contribution from the City. This assessment can be paid back over 10 years if desired (with interest due each year on the remaining balance).

Water & Sewer Lateral Assessment – As with all City street projects, water laterals that are too small or made with lead pipe must be replaced. Also, all building sewer laterals (your individual building connection to the City sewer in the street) will be removed and replaced if the current sewer pipe is over 50 years old. Water and sewer lateral replacement is a direct benefit to the building being served. Costs will average from \$2,100 for water to \$2,500 for sewer. If these pipelines were to be replaced under an emergency condition, the cost to the building owner would typically be at least \$10,000. Typical priced water laterals will be charged at \$65 per foot for new water, and \$103 per foot for new sewer. The assessment can be paid back over 10 years if desired (with interest due each year on the remaining balance).

A public hearing has been scheduled to take comments from owners of these assessment districts at the City Commission meeting of February 12, 2018, at 7:30 PM. Please review the attached maps to determine which assessment district applies. If you have questions relative to your situation, feel free to contact the Engineering Dept. at 248-530-1850.



MEMORANDUM

Engineering Dept.

DATE: December 26, 2017

TO: Joseph A. Valentine, City Manager

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Old Woodward Ave. Paving Project
Sewer & Water Lateral Special Assessment District
Streetscape Special Assessment District

In accordance with current policy, the Engineering Dept. plans to replace all older sewer laterals underneath the new proposed pavement on the above project, which includes Old Woodward Ave. between Willits St. and Brown St., as well as approximately 400 ft. of Maple Rd. west and east of Old Woodward Ave. In addition, per policy authorized within the last year, all water services less than 1 inch diameter shall be replaced with 1 inch. As a part of this new policy, all lead water services shall be replaced at owner expense, matching the size of the existing service, or at least 1 inch dia., and assessed to the adjacent owners.

As recommended under separate cover, it is anticipated that this construction contract will be awarded to Angelo Iafate Construction Co., with their low bid of \$7,078,773.32. As outlined on the attached spreadsheet, existing pipelines to be replaced range from 6 inch to 12 inch diameter for sewer services, and 1 inch to 2 inch for water services. The wide variety is a function of the variety of building ages, sizes, and uses in the project area. For the unit rate to be charged for the sewer and water services, we recommend applying the low bidder's unit prices for this work, as described below:

6 inch sewer = \$103 per foot
8 inch sewer = \$110 per foot
10 inch sewer = \$119 per foot
12 inch sewer = \$127 per foot

1 inch water = \$65 per foot
1½ inch water = \$70 per foot
2 inch water = \$80 per foot

Following this practice is consistent with what has been done with previous downtown projects of this nature over the past several years.

Total estimated costs for these service replacements are as outlined on the attached spreadsheet. The average estimated cost for a 6 inch sewer service replacement is \$2,493, while the average estimated cost for a 1 inch water service replacement is \$2,123. Although not fully reflected on the spreadsheet, it is noted that we are working with the developers of the 298 S. Old Woodward Ave. project (Boutique Hotel), and plan to install both new sewer and water service connections to suit their needs, 100% at their cost, as a part of this project.

It is recommended that a public hearing of necessity for the replacement of sewer and water services be scheduled at the Monday, February 12, 2018 City Commission meeting. It is further recommended that the public hearing to confirm the roll be held on Monday, February 26, 2018 at the prices charged by the lowest bidder, as outlined in the attached estimated assessment roll.

SUGGESTED ACTION:

To adopt a resolution for the City Commission to meet on Monday, February 12, 2018, at 7:30 P.M., for the purpose of conducting a public hearing of necessity for the installation of sewer and water services within the Old Woodward Ave. Paving project area. Be it further

RESOLVED, that the City Commission meet on Monday, February 26, 2018, at 7:30 P.M. for the purpose of conducting a public hearing to confirm the roll for the installation of sewer and water services in the Old Woodward Ave. Paving project area.

SEWER & WATER SERVICE CHART

Old Woodward Ave. Paving Project - Contract #1-18(P)

Address	Street	Type of Pipe	Date	SAD?	Estd	Estd	Estd	Estd	Estd	Water	Date	SAD?	Estd	Estd	Estd	Estd
			Installed		Length	Cost	Cost	Cost	Cost	Type	Installed		Length	Cost	Cost	Cost
						6"	8"	10"	12"					1"	1.5"	2"
						\$103	\$110	\$119	\$127					\$65	\$70	\$80

Old Woodward Ave. - Willits St. to Brown St.

WEST SIDE

275	N. Old Woodward Ave.	On Willits	1956	N	0					On Willits	1998	N	0			
275		8" Unknown	---	Y	28		\$3,080									
265		Unknown	---	Y	28	\$2,884				2" Copper	1997	N	0			
233-239		Unknown	---	Y	28	\$2,884				1.5" Lead	---	Y	65		\$4,550	
233-239		Unknown	---	Y	28	\$2,884										
215-229		On Alley	2005	N	0					1.5" Copper	---	N	0			
215-229		Unknown	---	Y	28	\$2,884										
205		On Alley	1965	N	0					1.5" Copper	1958	N	0			
205		Unknown	---	N	0											
183-191		Unknown	---	Y	28	\$2,884				4" Ductile Iron	1985	N	0			
183-191		Unknown	---	Y	28	\$2,884				2" Copper	1983	N	0			
167		Unknown	---	Y	28	\$2,884				2" Copper	1984	N	0			
101-135		Unknown	---	Y	28	\$2,884				4" Ductile Iron	1979	N	0			
101-135		P.V.C.	2002	N	0											
100	S. Old Woodward Ave.	Unknown	---	Y	30	\$3,090				6" Ductile Iron	2016	N	0			
106-112		Unknown	---	Y	30	\$3,090				2" Copper	1991	N	0			
114-116		Unknown	---	Y	30	\$3,090				4" Ductile Iron	1991	N	0			
120										1.5" Copper	---	N	0			
124-128		Unknown	---	Y	31	\$3,193				2" Lead	---	Y	41			\$3,280
124-128		Unknown	---	Y	31	\$3,193										
138-142		Orangeburg	1953	Y	31	\$3,193				1.5" Copper	1987	N	0			
142										3/4" Lead	---	Y	41	\$2,665		
154		Unknown	---	Y	32	\$3,296				4" Cast Iron	---	N	0			
160-162		Unknown	---	Y	32	\$3,296				1" Copper	1995	N	0			
164-168		Unknown	---	Y	32	\$3,296				1.5" Lead	---	Y	41		\$2,870	
176-180		On E. Merrill	1967	N	0					On Merrill	1967	N	0			
200-210		12" Concrete	1979	N	0					6" Ductile Iron	1979	N	0			
298		6" WL Storm	1971	N	0					On Brown	1964	N	0			
298		6" OB Storm	1963	Y	62				\$7,874							
298		On Brown	1969	N	0											
300		On Brown	---	N	0					On Brown	---	N	0			

Address	Street	Type of Pipe	Date	SAD?	Estd	Estd	Estd	Estd	Estd	Water	Date	SAD?	Estd	Estd	Estd	Estd
			Installed		Length	Cost	Cost	Cost	Cost	Type	Installed		Length	Cost	Cost	Cost
						6"	8"	10"	12"					1"	1.5"	2"
						\$103	\$110	\$119	\$127					\$65	\$70	\$80

EAST SIDE

280	N. Old Woodward Ave.	10" Concrete	1973	N	0					On Ferndale	1973	N	0			
250-270		12" PVC	2001	N	0					8" Ductile Iron	2001	N	0			
250-270		12" PVC	2001	N	0											
188		Orangeburg	1953	Y	10	\$1,030				On Hamilton	1970	N	0			
188		Orangeburg	1950	Y	10	\$1,030										
152-172		Unknown	---	Y	10	\$1,030				1.5" Lead	---	Y	40		\$2,800	
152-172		8" Cast Iron	---	Y	10	\$1,030				6" Ductile Iron	---	N	0			
132-136		Wedgelock	1967	Y	10	\$1,030				3/4" Lead	---	Y	40	\$2,600		
132-136										1.5" Lead	---	Y	40		\$2,800	
100-124		Orangeburg	1957	Y	12	\$1,236				1.5" Lead	---	Y	40		\$2,800	
100-124		Clay	---	Y	10	\$1,030				4" Ductile Iron	2008	N	0			
101-115	S. Old Woodward Ave.	10" Clay	---	Y	10			\$1,190		Through 177						
177		8" PVC	2007	N	0					6" Ductile Iron	2007	N	0			
181-187		Cast Iron	1946	Y	10	\$1,030				6" Ductile Iron	1996	N	0			
201		10" Unknown	---	Y	38			\$4,522		2" Copper	---	N	0			
211		Off Peabody	1996	N	0					Off Peabody	1996	N	0			
217-239		Unknown	---	Y	38	\$3,914				Through 187						
217-239		8" Cast Iron	---	Y	10		\$1,100									
255-275		Off Alley	1983	N	0					8" Ductile Iron	1983	N	0			
325		6" P.V.C.	2003	N	0					4" Ductile Iron	1990	N	0			

W. Maple Rd. - Pierce St. to E. of Old Woodward Ave.

NORTH SIDE

142	W. Maple Rd.	Unk. - To Maple	---	Y	24	\$2,472				3/4" Lead	---	Y	16	\$1,040		
138		Off Alley	---	N	0					3/4" Lead	---	Y	16	\$1,040		
120-122		Off Alley	---	N	0					1.5" Copper	---	N	0			
129-135	E. Maple Rd.	Unk. - To Maple	---	Y	27	\$2,781				3/4" Copper	---	Y	17	\$1,105		
205-213		Unk. - To Maple	---	Y	28	\$2,884				3/4" Copper	---	Y	17	\$1,105		

SOUTH SIDE

137-139	W. Maple Rd.	Unk. - To Maple	---	N	0					3/4" Lead	---	Y	49	\$3,185		
123		On Pierce	---	N	0					1.5" Copper	1947	N	0			
115		On Pierce	2013	N	0					On Pierce	1939	N	0			

TOTALS

\$72,306 \$4,180 \$5,712 \$7,874

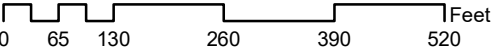
\$12,740 \$15,820 \$3,280

Downtown Sewer Assessment District



Legend

 Sewer Assessment District



Downtown Water Assessment District



Legend

 Water Assessment District



0 65 130 260 390 520 Feet





MEMORANDUM

Engineering Dept.

DATE: February 2, 2018

TO: Joseph Valentine, City Manager

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Old Woodward Ave. Paving Project
Sidewalk Enhancements Special Assessment
Public Hearing

Previously the City Commission received a report from City staff regarding the proposed construction of the above referenced street. The Commission approved scheduling a public hearing pertaining to the creation of an assessment district to cover the cost of sidewalk streetscape enhancements for Monday, February 12, 2018. Should the project be authorized at that meeting, a hearing of confirmation has also been approved for Monday, February 26, 2018. Soon after the hearing date was set, the attached letter was delivered to all owners and tenants via hand delivery and US Mail.

On January 11, the BSD hosted a Merchants Meeting to provide information on various topics of interest to the merchants located within the district. We used this opportunity to update the merchants about the potential for this assessment district.

As detailed on the first memo prepared when the assessment hearing was set, the suggested unit rates reflect 75% of the cost to completely reconstruct the sidewalk system to the high quality design proposed for this project. Downtown street lights will be replaced, and paid for separately, based on the fact that these properties were assessed for the lighting upgrade many years ago, and the replacement is considered maintenance at this time.

SUGGESTED RESOLUTION:

To receive the report regarding sidewalk enhancements on the Old Woodward Ave. Paving Project:

WHEREAS, The City Commission is of the opinion that construction of the improvement herein is declared a necessity; and

RESOLVED, that there be constructed an improvement to be hereinafter known as

OLD WOODWARD AVE. STREETSCAPE ENHANCEMENTS

consisting of the construction of exposed aggregate concrete and regular concrete pavement sidewalks, new trees and landscaping, irrigation, granite seating features, and new electrical system (on Old Woodward Ave. only),

RESOLVED, that at such time as the Assessor is directed to prepare the assessment roll, seventy-five percent (75%) of the estimated cost be levied against the assessment district, and twenty-five percent (25%) of the estimated cost be charged against the City at large, be it further

RESOLVED, that there be a special assessment district created and special assessments levied in accordance with benefits against the properties within such assessment district, said special assessment district shall be all properties, both public and private, within the following district:

"Assessor's Plat No. 27"

Lot 4, except that part taken for Willits Alley right-of-way, lot 5, lot 6.

"Assessor's Plat No. 19"

Lots 5-10 inclusive, except that part taken for Willits Alley right-of-way.

"Oak Grove Addition"

Lots 1, 28, and 29 inclusive, except those parts taken for Oakland Blvd. right-of-way.

"Assessor's Plat No. 21"

Lots 20 except for the easterly 41.5 ft., lots 21-28 inclusive, lot 50 except for portion taken for Ferndale St. right-of-way, lots 51-53 inclusive, lot 54 except for that portion taken for Oakland Blvd. right-of-way, lots 55 through 59 inclusive.

"Merrill's Plat"

The northerly 80.75 ft. of lot 1, the northerly 80.75 ft. of the easterly 27 ft. of lot 2.

"Assessor's Plat No. 24"

Lots 1-9 inclusive.

"Assessor's Plat No. 25"

Kots 1, 2, the easterly 101.39 ft. of lot 3, the easterly 35.98 ft. of lot 21, lots 22 through 25 inclusive.

"Brown's Addition"

The easterly 50 ft. of lot 12, lot 13.

"Assessor's Replat of Lots 1-9 Inclusive Brownell Subdivision and Lots 8-15 Inclusive Part of Lot 16 and Vacated Street of Hunter's Eastern Addition"

Lots 1-4 inclusive.

"Assessor's Plat No. 11"

Lots 1,2, lots 3 and 4 inclusive except for that part taken for alley to east, the westerly 101 ft. of lot 5, and the westerly 82 ft. of lot 6.

"William Hart Subdivision"

The westerly 138.94 ft. of lots 1 and 2, except that part taken for Brown St. right-of-way.

RESOLVED, that the Commission shall meet on Monday, February 26, 2018, at 7:30 P.M., for the purpose of conducting a public hearing to confirm the roll for the Old Woodward Ave. Streetscape Enhancements.

NOTICE OF PUBLIC HEARINGS
BIRMINGHAM CITY COMMISSION
PUBLIC HEARING OF NECESSITY
PUBLIC HEARING OF CONFIRMATION

Meeting Date, Time, Location:	HEARING OF NECESSITY FOR SPECIAL ASSESSMENT DISTRICT Monday, February 12, 2018, 7:30 PM Municipal Building, 151 Martin, Birmingham, MI
Meeting Date, Time, Location:	HEARING OF CONFIRMATION FOR SPECIAL ASSESSMENT DISTRICT Monday, February 26, 2018, 7:30 PM Municipal Building, 151 Martin, Birmingham, MI
Location:	All properties adjacent to Old Woodward Ave. from Willits St. to Brown St., as well as for 400 ft. of Maple Rd. west and east of the Old Woodward Ave. intersection (Old Woodward Paving Project)
Nature of Improvement:	Installation of sidewalk streetscape
City Staff Contact:	Paul O'Meara 248.530.1836 pomeara@bhamgov.org
Notice Requirements:	Mail to affected property owners Publish January 14 th and January 21 st , 2018
Approved minutes may be reviewed at:	City Clerk's Office

You or your agent may appear at the hearings to express your views; however, if you fail to protest either in person or by letter received on or before the date of the hearing, you cannot appeal the amount of the special assessment to the Michigan Tax Tribunal. Mail any correspondence to: City Clerk, P.O. Box 3001, Birmingham, MI 48012.

The property owner may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the confirmation of the special assessment roll if that special assessment was protested at the hearing held for the purpose of confirming the roll.

All special assessments, including installment payments, shall, from the date of the confirmation thereof, constitute a lien on the respective lots or parcels assessed, and until paid shall be charged against the respective owners of the lots or parcels assessed.

Persons with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk's Office at 248.530.1880 (voice) or 248.644.5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.



January 11, 2018

NOTICE!
DOWNTOWN CONSTRUCTION PLANS FOR 2018

The City of Birmingham has hired Angelo Iafrate Construction Co. to reconstruct Old Woodward Ave. from Willits St. to Brown St. in 2018. About 400 feet of Maple Rd. will be impacted as well. The following will give you detailed information to help you be prepared for what will happen during the upcoming months.

The goal of this project is to completely renew this corridor, with new sewer and water main, new concrete street, new sidewalks, landscaping, traffic signals, and street lights. While dates are estimated and subject to change, the following outlines what is intended at this time:

1. Starting in early February, a professional video filming contractor will be in the area, taking pictures of each building. Pictures will be taken of the outside of each building wherever possible to help document current conditions. Where permission is granted, filming of the inside of the adjacent structures will also occur. Filming is intended to provide a record of all current conditions, both inside and out. Please see additional information on a separate letter.
2. At the end of February, the City's forestry contractor will close off sections of parking in order to start removal of existing trees. Work will start at 7 AM, and end about 11 AM, so as to reduce impact on the businesses. Parking space closures will generally extend on one side of the street only, for just one half of the block, so that parking impact is kept to a minimum. Removal of the trees will allow the City to create a whole new and improved landscaping scheme that will become a central feature of the new streetscape.
3. Starting in the third or fourth week of March, Old Woodward Ave. will be closed to ALL vehicle traffic from Willits St. to Brown St. Traffic will be allowed to travel through the job site on Maple Rd. and Brown St. After several weeks, as work progresses, the contractor will divert westbound Maple Rd. to bypass the work area via Park St., Oakland Blvd., and Willits St. Westbound Brown St. will also be diverted away from the job site.
4. Before the road is closed to traffic, temporary plywood walls with signs, banners, and lights will be set up about five to six feet from the face of all buildings, to maintain visitors' access to each buildings' front door. Designated pedestrian crossings will also be maintained at the Maple Rd. and Merrill St. intersections to improve accessibility. Sidewalks will remain open on most days throughout the job site, except for when underground pipelines are being replaced up to the face of the buildings.
5. The first phase of work will be replacement of underground pipelines. All new water main, sewer, fiber optic communications, electrical, and irrigation is planned. Pipeline replacement will include building service laterals where needed to meet current code. Special assessments will apply for this work. Review your packet of information to see if an assessment will pertain to you.
6. Landscaping work will include removal of existing soils and replacement with specially formulated organic soil for each new tree, so that future trees will grow faster and stronger.

7. Once underground work is completed, the contractor will install a new three lane wide concrete street, featuring medians at select points, a mid-block crossing, with new mast-arm traffic signals at all intersections.
8. Once the street is paved, sidewalks will be removed in relatively short sections to ensure that whatever is removed can be quickly replaced, keeping access to front doors open as much as possible. Sidewalks will continue the same concrete and exposed aggregate theme found in other downtown areas, supplemented with large, raised planting beds and granite seating areas.

A detailed time schedule is not yet available. Once it is, additional information will be sent out. Overall, it is our goal to have this work completed by approximately the end of July. We understand that this project will cause disruption and will impact your business while it is underway. The City is scheduling the work from late winter to early summer to minimize the impact to the busy summer schedule as much as possible. Further, the Birmingham Shopping District will be working with our office to help create programs that will encourage customers to patronize your businesses during this difficult time.

Owners and tenants are encouraged to sign up for the City's Constant Contact service. You can receive electronic updates regarding this project by signing up for the 'Old Woodward Ave. Paving Project' Constant Contact group at www.bit.ly/bhamnews.

Business owners and tenants should be aware that potentially three special assessment districts are being created with this project. Most properties along the project route will be responsible for between one and three assessments, based on the attached maps included in this package. Details follow:

Sidewalk Streetscape Assessment – The City will be completely removing and replacing the sidewalk and trees between the front face of the buildings, and the new curb. The streetscape planned will be drastically improved from the current one, as is described above. Costs are based on 75% of all City costs to be incurred for work between the face of buildings and the new curb. On Old Woodward Ave., the assessment is estimated at \$38.03 per square foot of frontage, and on Maple Rd. frontages, \$32.59 per sq.ft. The average assessment is estimated at \$47,700 per building. The charge reflects a 25% total cost contribution from the City. This assessment can be paid back over 10 years if desired (with interest due each year on the remaining balance).

Water & Sewer Lateral Assessment – As with all City street projects, water laterals that are too small or made with lead pipe must be replaced. Also, all building sewer laterals (your individual building connection to the City sewer in the street) will be removed and replaced if the current sewer pipe is over 50 years old. Water and sewer lateral replacement is a direct benefit to the building being served. Costs will average from \$2,100 for water to \$2,500 for sewer. If these pipelines were to be replaced under an emergency condition, the cost to the building owner would typically be at least \$10,000. Typical priced water laterals will be charged at \$65 per foot for new water, and \$103 per foot for new sewer. The assessment can be paid back over 10 years if desired (with interest due each year on the remaining balance).

A public hearing has been scheduled to take comments from owners of these assessment districts at the City Commission meeting of February 12, 2018, at 7:30 PM. Please review the attached maps to determine which assessment district applies. If you have questions relative to your situation, feel free to contact the Engineering Dept. at 248-530-1850.



MEMORANDUM

Engineering Dept.

DATE: December 26, 2017

TO: Joseph Valentine, City Manager

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Proposed Sidewalk Streetscape Assessment
Old Woodward Ave. Paving Project

As noted in related memos, Old Woodward Ave. will be reconstructed in the upcoming year, including new streetscape in front of each existing business. On both the Old Woodward Ave. and Maple Rd. segments of the project, the new streetscape will consist of an enhanced version of the downtown standard sawcut concrete sidewalk with exposed aggregate sidewalk between the main pedestrian path and the street. Elements of the new streetscape design to be included in this project include:

- All new concrete and exposed aggregate sidewalks from the building face to the back of curbs.
- Removal and replacement of all street trees, including excavation and replacement with the equivalent of 1,000 cu.ft. of specially formulated soil designed to encourage tree growth.
- Enlarged, raised planter beds around each new street tree, framed by a 6 inch high exposed aggregate curb, with irrigation, and professionally designed landscaping.
- Granite seating areas where space permits.

In addition, on the Old Woodward Ave. frontages, a new City-owned underground electrical system shall be installed to provide new lighting opportunities for trees, future computerized information kiosks, and cell phone charging stations.

On previous projects of this nature, it has been the City's policy to assess 75% of the streetscape improvements. The estimated cost per square foot for streetscape, based on the prices charged by the low bidder, comes to:

Old Woodward Ave. Frontage = \$38.03

Maple Rd. Frontage = \$32.59

While the assessment district unit rate is higher than numbers being charged on previous downtown assessment districts, the level of quality being proposed for the new streetscape is substantially elevated. It is also important to note that the amount to be collected represents only about 22% of the total expenditure being undertaken by the City to accomplish this project. Further, each year the City will bill one-tenth of the expense, as would be done on other special assessment districts, plus interest, making the cost more manageable on an annual basis.

The attached map highlights those property frontages that would be subject to a sidewalk streetscape assessment. A detailed spreadsheet is also attached with estimated assessment values. For purposes of the assessment district, 298 S. Old Woodward Ave. (the Boutique Hotel property) has been included in the district. It has been included in case the project plans change, and the City elects to proceed with improvements in this area. However, if the adjacent project begins at about the same time as the City's project (as the developer is currently indicating) then the cost for streetscape improvements in this area will not be expended by the City, nor charged to the property owner.

We acknowledge that a project of this nature will create serious concerns for the adjacent businesses. With that in mind, should the Commission endorse the project, the following is proposed:

- The following week, the Engineering Dept. will prepare an informational letter explaining the details of this project and distribute it to all property owners and tenants. The booklet will explain the project scope, timing, proposed access plan (for customers), costs, and payback schedule.
- Prior to the public hearing, the Engineering Dept. will host a morning "Open House" meeting at the Municipal Building where business owners and tenants would be invited to come in, learn more about the project, and have their particular questions answered. The Open House is scheduled for Friday, January 26.

As a part of the package to be mailed to property owners, information will also be distributed relative to the proposed fiber optic system being installed, and inviting owners to provide a \$1,500 deposit if they are interested in having a fiber optic connection installed to the basement wall of their building, to simplify improved internet connectivity into the future.

After completing the informational phase, the Engineering Department recommends that a public hearing of necessity be scheduled for Monday, February 12, 2018, at the regularly scheduled City Commission meeting, followed by a hearing for confirmation of the roll two weeks later.

SUGGESTED ACTION:

To adopt a resolution for the Commission to meet on Monday, February 12, 2018, at 7:30 P.M., for the purpose of conducting a public hearing of necessity for the installation of sidewalk streetscape adjacent all properties on Old Woodward Ave. from Willits St. to Brown St., as well as for 400 feet of Maple Rd. west and east of the Old Woodward Ave. intersection.

FURTHER RESOLVED, if necessity is determined on February 12, 2018, a hearing to review the assessments and to confirm the roll will be held on February 26, 2018, at 7:30 P.M.

STREETSCAPE ASSESSMENT DISTRICT CHART

Old Woodward Ave. Paving Project - Contract #1-18(P)

Address	Street	Estimated Area (SF) Old Woodward	Estimated Area (SF) Maple Rd.	Estimated Cost Old Woodward \$37.33	Estimated Cost Maple Rd. \$31.90	Total Cost Per Parcel
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Old Woodward Ave. - Willits St. to Brown St.

WEST SIDE

275	N. Old Woodward Ave.	1,395		\$52,075.35		\$52,075.35
265		513		\$19,150.29		\$19,150.29
233-239		686		\$25,608.38		\$25,608.38
205-229		1,092		\$40,764.36		\$40,764.36
183-191		752		\$28,072.16		\$28,072.16
101-135		2,254	1,394	\$84,141.82	\$44,468.60	\$128,610.42
100	S. Old Woodward Ave.	248	1,870	\$9,257.84	\$59,653.00	\$68,910.84
106-108		312		\$11,646.96		\$11,646.96
112-116		1,065		\$39,756.45		\$39,756.45
124-128		724		\$27,026.92		\$27,026.92
138-142		854		\$31,879.82		\$31,879.82
154		495		\$18,478.35		\$18,478.35
160-168		1,308		\$48,827.64		\$48,827.64
176-180		1,621		\$60,511.93		\$60,511.93
200-210		2,475		\$92,391.75		\$92,391.75
298		3,607		\$134,649.31		\$134,649.31
300		742		\$27,698.86		\$27,698.86

EAST SIDE

280	N. Old Woodward Ave.	1,284		\$47,931.72		\$47,931.72
250-270		2,529		\$94,407.57		\$94,407.57
188		708		\$26,429.64		\$26,429.64
152-172		958		\$35,762.14		\$35,762.14
100-136		1,393	856	\$52,000.69	\$27,306.40	\$79,307.09
101-115	S. Old Woodward Ave.	2,713	761	\$101,276.29	\$24,275.90	\$125,552.19
177		1,717		\$64,095.61		\$64,095.61
181-201		1,842		\$68,761.86		\$68,761.86
211		542		\$20,232.86		\$20,232.86
217-239		1,513		\$56,480.29		\$56,480.29
255-275		3,521		\$131,438.93		\$131,438.93
325		973		\$36,322.09		\$36,322.09

W. Maple Rd. - Pierce St. to E. of Old Woodward Ave.

NORTH SIDE

138	W. Maple Rd.		323		\$10,303.70	\$10,303.70
Alley			198		\$6,316.20	\$6,316.20
120-122			1,028		\$32,793.20	\$32,793.20
135	E. Maple Rd.		413		\$13,174.70	\$13,174.70

SOUTH SIDE

115	W. Maple Rd.		972		\$31,006.80	\$31,006.80
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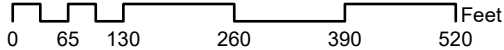
TOTALS		39,836	7,815	\$1,487,077.88	\$249,298.50	\$1,736,376.38
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Downtown Sidewalk Special Assessment



Legend

 Sidewalk Special Assessment





MEMORANDUM

Office of the City Manager

DATE: February 12, 2018

TO: Joseph A. Valentine, City Manager

FROM: Tiffany J. Gunter, Assistant City Manager

SUBJECT: Parking Consultant Services

There has been an increasing demand on the parking system in the Central Business District. The City has made strides in introducing system upgrades in technology and wants to continue this proactive approach through a comprehensive parking study that will provide a set of recommendations to the Advisory Parking Committee for future enhancements and improved operations.

The RFP for services was released on January 4, 2018 through the Michigan Intergovernmental Trade Network (MITN). Proposals were due on January 25, 2018. Staff received a total of four responses and conducted an internal review to identify finalists and invite those consultant teams to interview with the APC.

The consultant teams that submitted proposals were Nelson/Nygaard, Rich and Associates, Walker Consultants, and Carl Walker. All bids met the minimum qualifications as outlined in the RFP. Below is a summary of the bid results.

Vendor Name	Bid Amount
Nelson Nygaard Consulting Associates, Inc.	\$90,442
Rich & Associates Parking Consultants	\$54,345
Walker Consultants	\$88,410
Carl Walker	\$57,500

Staff invited the top three vendors to participate in interviews at a regular meeting of the Advisory Parking Committee on February 7, 2018. They were Nelson/Nygaard, Rich & Associates, and Walker Consultants. At the close of the interviews, the APC made a recommendation to proceed with Nelson Nygaard given their national experience, qualifications of the parking team, familiarity with the existing system in the City, and their holistic approach to planning that is multi-modal in nature. Staff conducted a reference check on Nelson Nygaard and received positive feedback from past clients. These clients noted that they have maintained positive working relationships with Nelson Nygaard over many years.

SUGGESTED RESOLUTION:

To approve the recommendation of the Advisory Parking Committee to award the service agreement with Nelson Nygaard for Parking Consultant Services for fiscal year 2017-2018 in the

amount of \$90,442 from account #585-538.001-811.0000. Further direct the Mayor and City Clerk to sign the agreement on behalf of the City contingent upon successful execution of the contract by the parties.



MEMORANDUM

Office of the City Manager

DATE: February 7, 2018

TO: Advisory Parking Committee

FROM: Tiffany J. Gunter, Assistant City Manager

SUBJECT: Parking Consultant Services – Selection Process

At the last meeting of the Advisory Parking Committee (APC) on January 3, 2018, members approved a Request for Proposals (RFP) soliciting Parking Consultant Services to conduct an analysis and provide recommendations to improve the parking system in the Central Business District.

The RFP was released on January 4, 2018 through the Michigan Intergovernmental Trade Network (MITN). Proposals were due on January 25, 2018. Staff received a total of four responses and conducted an internal review to identify finalists and invite those consultant teams to interview with the APC.

The consultant teams that submitted proposals include Nelson/Nygaard, Rich and Associates, Walker Consultants, and Carl Walker. All bids met the minimum qualifications as outlined in the RFP.

Nelson/Nygaard assembled a team that includes MKSK and Dixon as subconsultants. The project team includes a project manager specializing in parking master planning and a deputy project manager with transportation and community planning experience, operational and technical leads at Dixon, and multimodal, wayfinding, and land use staff at MKSK. The team provided examples of parking related projects completed in Ann Arbor, MI, Columbus, IN, Cleveland, OH, Detroit, MI, Grand Rapids, MI, Palo Alto, CA, Park City, UT, and Lansing, MI. The project scope included five tasks: 1) Kickoff meeting and Coordination Calls, 2) Existing Conditions Assessment, 3) Community Engagement, 4) Strategy Development, and 5) Final Report. Each task within the scope contained specific deliverables under a number of sub categories. The timeline for completion is five months. The proposal included a conversation that demonstrated a strong understanding of the City's existing parking system and its current challenges.

The **Rich & Associates** team is comprised of four team members. A project manager with past parking management experience, an urban planner with experience in GIS and multimodal planning, a parking planner with expertise in parking modeling and economic modeling to assess financial impacts, and a community relations and operational management professional. The team provided examples of parking related projects completed in Royal Oak, MI, the Detroit Economic Growth Corporation, City of Jefferson, MO, and in Midtown (Detroit). The examples illustrate repeat engagements with clients. The project scope included five tasks: 1) Project Initiation, 2) State of the System Assessment, 3) Community Outreach, 4) Parking

Operations and Management Recommendations, and 5) Draft and Final Reports. The timeline for project completion is five months. The understanding of the City's existing system touched on recent technological improvements to the system and the present challenges at a high level.

The **Walker Consultants** team is comprised of four team members. A municipal parking systems operations expert that would serve as Team Lead, a parking and operations technology professional, a parking needs assessment analyst, and a parking planning, design, and restoration professional. The team provided examples of parking related projects completed in Ann Arbor, MI, Dunedin, FL, Osh Kosh, WI, Corpus Christie,TX, Boston, MA, Farmington, MI, and Kalamazoo, MI. The project scope includes four tasks: 1) Existing Conditions and Parking System Assessment, 2) Community Outreach and Benchmarking, 3) Identify and Evaluate Recommendations for Improvement, and 4) Final Report and Presentation. The timeline for project completion is five months. Walker Consultants provided a brief summary of the City's existing parking system.

The **Carl Walker** team has had previous experience with the City related to the parking system. The project team included three members with a lead planner, on street operations professional, and a social media and communications coordinator. The team provided examples of parking related projects completed in Dayton, OH, Covington, KY, Mobile, AL, and Fort Wayne, IN. The project scope included five tasks: 1) Review of Background Data/Project Kickoff, 2) Current Conditions Analysis and Best Practices, 3) Public Participation, 4) Draft Plan Public Presentation, and 5) Submission of Final Report. The timeline for project completion is six months. The proposed work would be completed in-house. The proposal did not include a conversation that demonstrated an understanding of the City's existing parking system.

The proposals were scored using the evaluation criteria as defined in the RFP:

- 1) Ability to provide services as outlined;
- 2) Related experience with similar projects;
- 3) Contractor background and qualifications of team;
- 4) Demonstrated understanding of the proposed scope of work and the City's parking system;
- 5) Quality of the response and project approach; and
- 6) Project Cost

Based on initial scoring, staff has invited the top three vendors to participate in interviews today. They are Nelson/Nygaard, Rich & Associates, and Walker Consultants. The APC will be asked to make a recommendation to the City Commission for the preferred consultant team.

The next step in the selection process will include three consultant team interviews. Interviews will be conducted in half hour segments. While APC meetings are open to the public, consultant teams being interviewed will be asked to wait in a separate conference area until their team is invited into the Commission Room for their interview. Staff has prepared a set of structured interview questions for the APC to use during the interviews to allow for maximum objectivity in the evaluation process. If there are comments or suggestions for changes to the questions, those should be identified before the interviews begin. The Chair will ask the structured questions, APC Members are welcome to add follow up questions, if necessary.

Upon recommendation by the APC and adoption by the City Commission, staff would work with the selected consultant team to meet with the APC as soon as possible to discuss initial findings, explore alternatives, and discuss composition of the draft final report that will come before the APC for review and recommendation.

SUGGESTED RECOMMENDATION:

To recommend the City Commission approve an agreement with Nelson Nygaard Consulting Associates, Inc.



**REQUEST FOR PROPOSALS
For PARKING CONSULTANT SERVICES**

Sealed proposals endorsed **“PARKING CONSULTANT SERVICES”**, will be received at the Office of the City Clerk, 151 Martin Street, PO Box 3001, Birmingham, Michigan, 48012; until January 25, 2018 after which time bids will be publicly opened and read.

The City of Birmingham, Michigan is accepting sealed bid proposals from qualified professional firms to provide parking consultant services to evaluate parking operations, strategies and practices in the City's Central Business District and provide recommendations for improvement. This work must be performed as specified accordance with the specifications contained in the Request For Proposals (RFP).

The RFP, including the Specifications, may be obtained online from the Michigan Inter-governmental Trade Network at <http://www.mitn.info> or at the City of Birmingham, 151 Martin St., Birmingham, Michigan, ATTENTION: Paul, O'Meara, City Engineer.

The acceptance of any proposal made pursuant to this invitation shall not be binding upon the City until an agreement has been executed.

Submitted to MITN:	January 4, 2018
Deadline for Submissions:	January 25, 2018 by 4:00 PM Eastern Standard Time
Contact Person:	Paul O'Meara P.O. Box 3001, 151 Martin Street Birmingham, MI 48012-3001 Phone: 248.530.1836 Email: pomeara@bhamgov.org



REQUEST FOR PROPOSALS

For PARKING CONSULTANT SERVICES

Contents

INTRODUCTION	3
REQUEST FOR PROPOSALS (RFP)	4
INVITATION TO SUBMIT A PROPOSAL	4
INSTRUCTIONS TO BIDDERS	4
EVALUATION PROCEDURE AND CRITERIA.....	5
TERMS AND CONDITIONS	5
CONTRACTOR'S RESPONSIBILITIES	6
CITY RESPONSIBILITY	7
SETTLEMENT OF DISPUTES	7
INSURANCE.....	7
CONTINUATION OF COVERAGE	7
EXECUTION OF CONTRACT	7
INDEMNIFICATION.....	8
CONFLICT OF INTEREST	8
EXAMINATION OF PROPOSAL MATERIALS.....	8
PROJECT TIMELINE.....	8
SCOPE OF WORK.....	9
ATTACHMENT A - AGREEMENT	11
ATTACHMENT B - BIDDER'S AGREEMENT	17
ATTACHMENT C - COST PROPOSAL	18
ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM	19
ATTACHMENT E MAP OF PARKING ASSESSMENT DISTRICT.....	20
ATTACHMENT F MAP OF PARKING METER TIME LIMITS.....	21

INTRODUCTION

For purposes of this request for proposals the City of Birmingham will hereby be referred to as “City” and the private firm will hereby be referred to as “Contractor.” References to the “parking system” shall generally refer to the parking assessment district, as outlined in the attached map under Attachment “E”, as well as the downtown parking meter system, which extends beyond the boundaries of the assessment district, as outlined in the attached map under Attachment “F.”

The City of Birmingham, Michigan is accepting sealed bid proposals from qualified professional firms to provide parking consultant services to evaluate parking operations, strategies and practices in the City’s Central Business District and provide recommendations for improvement. The City’s parking system consists of 5 public parking structures providing roughly 3,580 spaces, three surface parking lots providing roughly 190 spaces and 1,070 on-street parking meters. There are also two private independently run parking structures located in the Central Business District. The City would like to ensure the parking system is being operated, managed and developed in accordance with professional best practices and technology utilization.

The parking system is operated as an enterprise fund and is operated in a manner that provides for cost recovery for operations of the system and investment in capital improvements that benefit the system on a long-term basis. All recommendations developed by the Contractor must be evaluated for financial, operational and community impacts.

The final report resulting from the Contractor’s review and analysis of the City’s parking system will be used by elected officials, city boards and city staff to implement improvements to the parking system in the Central Business District. The outcomes of this report should include:

- A realistic plan for more effective use of parking and better management of the parking system in the Central Business District.
- Credible information that can be communicated to the public and stakeholders.
- A parking system that contributes to a positive image of the City.
- A parking system that deploys the latest technology to improve the user experience while sustaining realistic revenue to cover operations, ongoing capital improvements and system growth.

This work must be performed as specified accordance with the specifications outlined by the Scope of Work contained in this Request For Proposals (RFP).

During the evaluation process, the City reserves the right where it may serve the City’s best interest to request additional information or clarification from proposers, or to allow corrections of errors or omissions. At the discretion of the City, firms submitting proposals may be requested to make oral presentations as part of the evaluation.

It is anticipated the selection of a firm will be completed by February 12, 2018. An Agreement for services will be required with the selected Contractor. A copy of the Agreement is contained herein for reference. Contract services will commence upon execution of the service agreement by the City.

REQUEST FOR PROPOSALS (RFP)

The purpose of this RFP is to request sealed bid proposals from qualified parties presenting their qualifications, capabilities and costs to provide parking consultant services to evaluate parking operations, strategies and practices in the City's Central Business District and provide recommendations for improvement

INVITATION TO SUBMIT A PROPOSAL

Proposals shall be submitted no later than January 25, 2018 by 4:00 PM Eastern Standard Time to:

City of Birmingham
Attn: City Clerk
151 Martin Street
Birmingham, Michigan 48009

One (1) original and one (1) copy of the proposal shall be submitted. The proposal should be firmly sealed in an envelope, which shall be clearly marked on the outside, **"PARKING CONSULTANT SERVICES"**. Any proposal received after the due date cannot be accepted and will be rejected and returned, unopened, to the proposer. Proposer may submit more than one proposal provided each proposal meets the functional requirements.

INSTRUCTIONS TO BIDDERS

1. Any and all forms requesting information from the bidder must be completed on the attached forms contained herein (see Contractor's Responsibilities). If more than one bid is submitted, a separate bid proposal form must be used for each.
2. Any request for clarification of this RFP shall be made in writing and delivered to: Paul O'Meara, City Engineer at pomeara@bhamgov.org . Such request for clarification shall be delivered, in writing, no later than 5 days prior to the deadline for submissions.
3. All proposals must be submitted following the RFP format as stated in this document and shall be subject to all requirements of this document including the instruction to respondents and general information sections. All proposals must be regular in every respect and no interlineations, excisions, or special conditions shall be made or included in the RFP format by the respondent.

4. The contract will be awarded by the City of Birmingham to the most responsive and responsible bidder with the lowest price and the contract will require the completion of the work pursuant to these documents.
5. Each respondent shall include in his or her proposal, in the format requested, the cost of performing the work. Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Do not include such taxes in the proposal figure. The City will furnish the successful company with tax exemption information when requested.
6. Each respondent shall include in their proposal the following information: Firm name, address, city, state, zip code, telephone number, and fax number. The company shall also provide the name, address, telephone number and e-mail address of an individual in their organization to whom notices and inquiries by the City should be directed as part of their proposal.

EVALUATION PROCEDURE AND CRITERIA

The evaluation panel will consist of City staff and any other person(s) designated by the City who will evaluate the proposals based on, but not limited to, the following criteria:

1. Ability to provide services as outlined.
2. Related experience with similar projects, Contractor background, and personnel qualifications.
3. Quality of the response to this RFP including a demonstrated understanding of the enclosed scope of work and the City's parking system.
4. Overall Costs.
5. References.

TERMS AND CONDITIONS

1. The City reserves the right to reject any or all proposals received, waive informalities, or accept any proposal, in whole or in part, it deems best. The City reserves the right to award the contract to the next most qualified Contractor if the successful Contractor does not execute a contract within ten (10) days after the award of the proposal.
2. The City reserves the right to request clarification of information submitted and to request additional information of one or more Contractors.
3. The City reserves the right to terminate the contract at its discretion should it be determined that the services provided do not meet the specifications contained herein. The City may terminate this Agreement at any point in the process upon notice to Contractor sufficient to indicate the City's desire to do so. In the case of such a stoppage, the City agrees to pay Contractor for services rendered to the time of notice, subject to the contract maximum amount.

4. Any proposal may be withdrawn up until the date and time set above for the opening of the proposals. Any proposals not so withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days, to provide the services set forth in the proposal.
5. The cost of preparing and submitting a proposal is the responsibility of the Contractor and shall not be chargeable in any manner to the City.
6. Payment will be made within thirty (30) days after invoice. Acceptance by the City is defined as authorization by the designated City representative to this project that all the criteria requested under the Scope of Work contained herein have been provided. Invoices are to be rendered each month following the date of execution of an Agreement with the City.
7. The Contractor will not exceed the timelines established for the completion of this project.
8. The successful bidder shall enter into and will execute the contract as set forth and attached as Attachment A.

CONTRACTOR'S RESPONSIBILITIES

Each bidder shall provide the following as part of their proposal:

1. Complete and sign all forms requested for completion within this RFP.
 - a. Bidder's Agreement (Attachment B - p. 16)
 - b. Cost Proposal (Attachment C - p. 17)
 - c. Iran Sanctions Act Vendor Certification Form (Attachment D - p. 18)
 - d. Agreement (p. 10 – **only if selected by the City**).
2. Provide a description of completed projects that demonstrate the firm's ability to complete projects of similar scope, size, and purpose, and in a timely manner, and within budget.
3. Provide a written plan detailing the anticipated timeline for completion of the tasks set forth in the Scope of Work (p. 9).
4. Provide a description of the firm, including resumes and professional qualifications of the principals involved in administering the project.
5. Provide a list of sub-contractors and their qualifications, if applicable.
6. Provide three (3) client references from past projects, include current phone numbers. At least two (2) of the client references should be for similar projects.

7. Provide a project timeline addressing each section within the Scope of Work and a description of the overall project approach. Include a statement that the Contractor will be available according to the proposed timeline.
8. The selected Contractor is expected to attend up to six public meetings. This will include two meetings during the award of the contract (one at 7:30 **a.m.** on February 7th and one at 7:30 **p.m.** on February 12th). The selected Contractor will then meet with the City's Advisory Parking Committee up to two times during the development of their recommendations, they will also have one meeting in a workshop format with local stakeholders and then one meeting with the City Commission.

CITY RESPONSIBILITY

1. The City will provide a designated representative to work with the Contractor to coordinate both the City's and Contractor's efforts and to inspect and verify any work performed by the Contractor.

SETTLEMENT OF DISPUTES

The successful bidder agrees to certain dispute resolution avenues/limitations. Please refer to paragraph 17 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

INSURANCE

The successful bidder is required to procure and maintain certain types of insurances. Please refer to paragraph 12 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONTINUATION OF COVERAGE

The Contractor also agrees to provide all insurance coverages as specified. Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the agreement, the City may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the contract amount. In obtaining such coverage, Birmingham shall have no obligation to procure the most cost effective coverage but may contract with any insurer for such coverage.

EXECUTION OF CONTRACT

The bidder whose proposal is accepted shall be required to execute the contract and to furnish all insurance coverages as specified within ten (10) days after receiving notice of such acceptance. Any contract awarded pursuant to any bid shall not be binding upon the City until a written contract has been executed by both parties. Failure or refusal to execute the contract shall be considered an abandoned all rights and interest in the

award and the contract may be awarded to another. The successful bidder agrees to enter into and will execute the contract as set forth and attached as Attachment A.

INDEMNIFICATION

The successful bidder agrees to indemnify the City and various associated persons. Please refer to paragraph 13 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

CONFLICT OF INTEREST

The successful bidder is subject to certain conflict of interest requirements/restrictions. Please refer to paragraph 14 of the Agreement attached as Attachment A for the details and what is required of the successful bidder.

EXAMINATION OF PROPOSAL MATERIALS

The submission of a proposal shall be deemed a representation and warranty by the Contractor that it has investigated all aspects of the RFP, that it is aware of the applicable facts pertaining to the RFP process and its procedures and requirements, and that it has read and understands the RFP. Statistical information which may be contained in the RFP or any addendum thereto is for informational purposes only.

PROJECT TIMELINE

The selected Contractor is expected begin services upon award of the contractor and have a final report of recommendations provided within 5 months. The Contractor will not exceed the timelines established for the completion of this project.

SCOPE OF WORK

This section shall constitute the Scope of Work and the Contractor shall perform the following services in accordance with the requirements as defined and noted herein:

1. Project Coordination: The Contractor shall coordinate with designated City staff regarding schedule, deliverables and the scope of work. The Contractor shall attend up to six public meetings.
2. Conduct an Existing Conditions Assessment: The Contractor shall complete a review and analysis of the entire parking system including, but not limited to, its rate structures; utilization data; development plans; operational practices and strategies; integration among structures, lots and on-street parking; use of technologies; signage and wayfinding; and management company services for the parking structures.
3. Conduct a Community Outreach Process: The Contractor shall facilitate a stakeholder meeting that is targeted to downtown merchants and businesses. The Contractor shall also conduct a community survey on the downtown parking system. The City is open to additional strategies and approaches to enhance community engagement at the recommendations of the Contractor.
4. Identify and Evaluate Parking Recommendations: Upon the completion of the Existing Conditions Assessment and Community Outreach Process, the Contractor shall conduct the following:
 - A. Evaluate the parking system's rate structures for structure, lot and street parking, while considering development plans and long-term capital improvements to the system and provide best-practice recommendations for enhancement. As a part of the evaluation, compare rates with other cities of similar size, demographics, with vibrant, mixed-use downtowns located within the United States.
 - B. Evaluate the parking system's utilization data and operations and provide best-practice recommendations for enhancement.
 - C. Evaluate existing regulations, practices and strategies for structures, lots and on-street meters individually and for the integration of these areas within the existing system and provide best-practice recommendations for enhancement. The Contractor shall provide particular focus to management of the current demand for daytime employee parking.
 - D. Evaluate the use of technologies in the parking system and provide best-practice recommendations for enhancement. Particular focus shall be to review the capabilities of the new systems recently put in place, including Skidata traffic control equipment in the parking structures, and Duncan

Liberty Smart Meters on the street, and provide strategies to prioritize the best use of these systems.

- E. Evaluate signage and wayfinding for the parking system and provide best-practice recommendations for enhancement, both within the parking structures, and on pertinent City streets.
 - F. Evaluate the service agreement and management practices of the City's current parking structure management company and provide best-practice recommendations for enhancement.
 - H. Provide best management practices and recommendations relative to updating the City's policy of providing electric vehicle charging stations within the City, as compared to what other similar cities are doing in this area.
 - G. Provide additional best-practice recommendations for system enhancement based on review, input and analysis of the parking system.
5. Presentation of Final Report: It is expected the consultant shall prepare and present the final report to the City
 6. This section and referenced documents shall constitute the Scope of Work for this project and as such all requirements must be met.

ATTACHMENT A - AGREEMENT
For PARKING CONSULTANT SERVICES

This AGREEMENT, made this _____ day of _____, 2018, by and between CITY OF BIRMINGHAM, having its principal municipal office at 151 Martin Street, Birmingham, MI (hereinafter sometimes called "City"), and _____, Inc., having its principal office at _____ (hereinafter called "Contractor"), provides as follows:

WITNESSETH:

WHEREAS, the City of Birmingham, through its Maintenance Department, is desirous of having work completed to remove and replace an existing flat roof system at the Baldwin Public Library in the City of Birmingham.

WHEREAS, the City has heretofore advertised for bids for the procurement and performance of services required to perform parking consultant services to evaluate parking operations, strategies and practices in the City's Central Business District and provide recommendations for improvement, and in connection therewith has prepared a request for sealed proposals ("RFP"), which includes certain instructions to bidders, specifications, terms and conditions.

WHEREAS, the Contractor has professional qualifications that meet the project requirements and has made a bid in accordance with such request for cost proposals to perform parking consultant services to evaluate parking operations, strategies and practices in the City's Central Business District and provide recommendations for improvement.

NOW, THEREFORE, for and in consideration of the respective agreements and undertakings herein contained, the parties agree as follows:

1. It is mutually agreed by and between the parties that the documents consisting of the Request for Proposal to perform parking consultant services to evaluate parking operations, strategies and practices in the City's Central Business District and provide recommendations for improvement and the Contractor's cost proposal dated _____, 2018 shall be incorporated herein by reference and shall become a part of this Agreement, and shall be binding upon both parties hereto. If any of the documents are in conflict with one another, this Agreement shall take precedence, then the RFP.
2. The City shall pay the Contractor for the performance of this Agreement in an amount not to exceed _____, as set forth in the Contractor's _____, 2018 cost proposal.
3. This Agreement shall commence upon execution by both parties, unless the City exercises its option to terminate the Agreement in accordance with the Request for Proposals.

4. The Contractor shall employ personnel of good moral character and fitness in performing all services under this Agreement.

5. The Contractor and the City agree that the Contractor is acting as an independent Contractor with respect to the Contractor's role in providing services to the City pursuant to this Agreement, and as such, shall be liable for its own actions and neither the Contractor nor its employees shall be construed as employees of the City. Nothing contained in this Agreement shall be construed to imply a joint venture or partnership and neither party, by virtue of this Agreement, shall have any right, power or authority to act or create any obligation, express or implied, on behalf of the other party, except as specifically outlined herein. Neither the City nor the Contractor shall be considered or construed to be the agent of the other, nor shall either have the right to bind the other in any manner whatsoever, except as specifically provided in this Agreement, and this Agreement shall not be construed as a contract of agency. The Contractor shall not be entitled or eligible to participate in any benefits or privileges given or extended by the City, or be deemed an employee of the City for purposes of federal or state withholding taxes, FICA taxes, unemployment, workers' compensation or any other employer contributions on behalf of the City.

6. The Contractor acknowledges that in performing services pursuant to this Agreement, certain confidential and/or proprietary information (including, but not limited to, internal organization, methodology, personnel and financial information, etc.) may become involved. The Contractor recognizes that unauthorized exposure of such confidential or proprietary information could irreparably damage the City. Therefore, the Contractor agrees to use reasonable care to safeguard the confidential and proprietary information and to prevent the unauthorized use or disclosure thereof. The Contractor shall inform its employees of the confidential or proprietary nature of such information and shall limit access thereto to employees rendering services pursuant to this Agreement. The Contractor further agrees to use such confidential or proprietary information only for the purpose of performing services pursuant to this Agreement.

7. This Agreement shall be governed by and performed, interpreted and enforced in accordance with the laws of the State of Michigan. The Contractor agrees to perform all services provided for in this Agreement in accordance with and in full compliance with all local, state and federal laws and regulations.

8. If any provision of this Agreement is declared invalid, illegal or unenforceable, such provision shall be severed from this Agreement and all other provisions shall remain in full force and effect.

9. This Agreement shall be binding upon the successors and assigns of the parties hereto, but no such assignment shall be made by the Contractor without the prior written consent of the City. Any attempt at assignment without prior written consent shall be void and of no effect.

10. The Contractor agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight or marital status. The Contractor shall inform the City of all claims or suits asserted against it by the Contractor's employees who work pursuant to this Agreement. The Contractor shall provide the City with periodic status reports concerning all such claims or suits, at intervals established by the City.

11. The Contractor shall not commence work under this Agreement until it has, at its sole expense, obtained the insurance required under this paragraph. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with carriers acceptable to the City of Birmingham.

12. The Contractor shall maintain during the life of this Agreement the types of insurance coverage and minimum limits as set forth below:

- A. Workers' Compensation Insurance: Contractor shall procure and maintain during the life of this Agreement, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan.
- B. Commercial General Liability Insurance: Contractor shall procure and maintain during the life of this Agreement, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than **\$1,000,000** per occurrence combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.
- C. Motor Vehicle Liability: Contractor shall procure and maintain during the life of this Agreement Motor Vehicle Liability Insurance, including all applicable no-fault coverages, with limits of liability of not less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- D. Additional Insured: Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be *Additional Insureds*: The City of Birmingham, including all elected and appointed officials, all employee and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof. This coverage shall be primary to any other coverage that may be available to the additional insured, whether any other available coverage by primary, contributing or excess.

- E. Professional Liability: Professional liability insurance with limits of not less than \$1,000,000 per claim if Contractor will provide service that are customarily subject to this type of coverage.
- F. Owners Contractors Protective Liability: The Contractor shall procure and maintain during the life of this contract, an Owners Contractors Protective Liability Policy with limits of liability not less than \$3,000,000 per occurrence, combined single limit, Personal Injury, Bodily Injury and Property Damage. The City of Birmingham shall be "Name Insured" on said coverage. Thirty (30) days Notice of Cancellation shall apply to this policy.
- G. Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance (and Professional Liability Insurance, if applicable), as described above, shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Non-Renewal, shall be sent to: Finance Director, City of Birmingham, PO Box 3001, 151 Martin Street, Birmingham, MI 48012-3001.
- H. Proof of Insurance Coverage: Contractor shall provide the City of Birmingham at the time the Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City of Birmingham, as listed below.
- 1) Two (2) copies of Certificate of Insurance for Workers' Compensation Insurance;
 - 2) Two (2) copies of Certificate of Insurance for Commercial General Liability Insurance;
 - 3) Two (2) copies of Certificate of Insurance for Vehicle Liability Insurance;
 - 4) Two (2) copies of Certificate of Insurance for Professional Liability Insurance;
 - 5) If so requested, Certified Copies of all policies mentioned above will be furnished.
- I. Coverage Expiration: If any of the above coverages expire during the term of this Agreement, Contractor shall deliver renewal certificates and/or policies to the City of Birmingham at least (10) days prior to the expiration date.
- J. Maintaining Insurance: Upon failure of the Contractor to obtain or maintain such insurance coverage for the term of the Agreement, the City of Birmingham may, at its option, purchase such coverage and subtract the cost of obtaining such coverage from the Agreement amount. In obtaining such coverage, the City of Birmingham shall have no obligation to procure the most cost-effective coverage but may contract with any insurer for such coverage.

13. To the fullest extent permitted by law, the Contractor and any entity or person for whom the Contractor is legally liable, agrees to be responsible for any liability, defend, pay on behalf of, indemnify, and hold harmless the City of Birmingham, its elected and

appointed officials, employees and volunteers and others working on behalf of the City of Birmingham against any and all claims, demands, suits, or loss, including all costs and reasonable attorney fees connected therewith, and for any damages which may be asserted, claimed or recovered against or from and the City of Birmingham, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Birmingham, by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this Agreement. Such responsibility shall not be construed as liability for damage caused by or resulting from the sole act or omission of its elected or appointed officials, employees, volunteers or others working on behalf of the City of Birmingham.

14. If, after the effective date of this Agreement, any official of the City, or spouse, child, parent or in-law of such official or employee shall become directly or indirectly interested in this Agreement or the affairs of the Contractor, the City shall have the right to terminate this Agreement without further liability to the Contractor if the disqualification has not been removed within thirty (30) days after the City has given the Contractor notice of the disqualifying interest. Ownership of less than one percent (1%) of the stock or other equity interest in a corporation or partnership shall not be a disqualifying interest. Employment shall be a disqualifying interest.

15. If Contractor fails to perform its obligations hereunder, the City may take any and all remedial actions provided by the general specifications or otherwise permitted by law.

16. All notices required to be sent pursuant to this Agreement shall be mailed to the following addresses:

City of Birmingham
Attn: Paul O'Meara
151 Martin Street
Birmingham, MI 48009
248.530.1836

CONTRACTOR
(Insert Contractor Information)

17. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled either by commencement of a suit in Oakland County Circuit Court, the 48th District Court or by arbitration. If both parties elect to have the dispute resolved by arbitration, it shall be settled pursuant to Chapter 50 of the Revised Judicature Act for the State of Michigan and administered by the American Arbitration Association with one arbitrator being used, or three arbitrators in the event any party's claim exceeds \$1,000,000. Each party shall bear its own costs and expenses and an equal share of the arbitrator's and administrative fees of arbitration. Such arbitration shall qualify as statutory arbitration pursuant to MCL§600.5001 et. seq., and the Oakland County Circuit Court or any court having jurisdiction shall render judgment upon the award of the arbitrator made pursuant to this Agreement. The laws of the State of Michigan shall govern this Agreement, and the arbitration shall take place in Oakland County, Michigan. In the event that the parties elect not to have the matter in dispute

arbitrated, any dispute between the parties may be resolved by the filing of a suit in the Oakland County Circuit Court or the 48th District Court.

18. FAIR PROCUREMENT OPPORTUNITY: Procurement for the City of Birmingham will be handled in a manner providing fair opportunity for all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the City of Birmingham.

IN WITNESS WHEREOF, the said parties have caused this Agreement to be executed as of the date and year above written.

WITNESSES:

CONTRACTOR

By:_____

Its:

CITY OF BIRMINGHAM

By:_____

Andrew Harris

Its: Mayor

By:_____

Cherilynn Mynsberge

Its: City Clerk

Approved:

Paul O'Meara, City Engineer
(Approved as to substance)

Mark Gerber, Director of Finance
(Approved as to financial obligation)

Timothy J. Currier, City Attorney
(Approved as to form)

Joseph A. Valentine., City Manager
(Approved as to substance)

ATTACHMENT B - BIDDER'S AGREEMENT
For PARKING CONSULTANT SERVICES

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

PREPARED BY (Print Name)

DATE

AUTHORIZED SIGNATURE

Title

E-MAIL ADDRESS

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

PHONE

ADDRESS

ATTACHMENT C - COST PROPOSAL
For PARKING CONSULTANT SERVICES

In order for the bid to be considered valid, this form must be completed in its entirety. The cost for the Scope of Work as stated in the Request for Proposal documents shall be a lump sum, as follows:

Attach technical specifications for all proposed materials as outlined in the Contractor's Responsibilities section of the RFP (p. 6)

COST PROPOSAL	
ITEM	BID AMOUNT
TOTAL BID AMOUNT	\$
ADDITIONAL BID ITEMS	
	\$
	\$
GRANDTOTAL AMOUNT	\$

Firm Name_____

Authorized signature_____ Date_____

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For PARKING CONSULTANT SERVICES

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 ("Act"), prior to the City accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an "Iran Linked Business", as defined by the Act.

By completing this form, the Vendor certifies that it is not an "Iran Linked Business", as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the City.

PREPARED BY (Print Name)

DATE

AUTHORIZED SIGNATURE

E-MAIL ADDRESS

TITLE

COMPANY

ADDRESS

PHONE

NAME OF PARENT COMPANY

PHONE

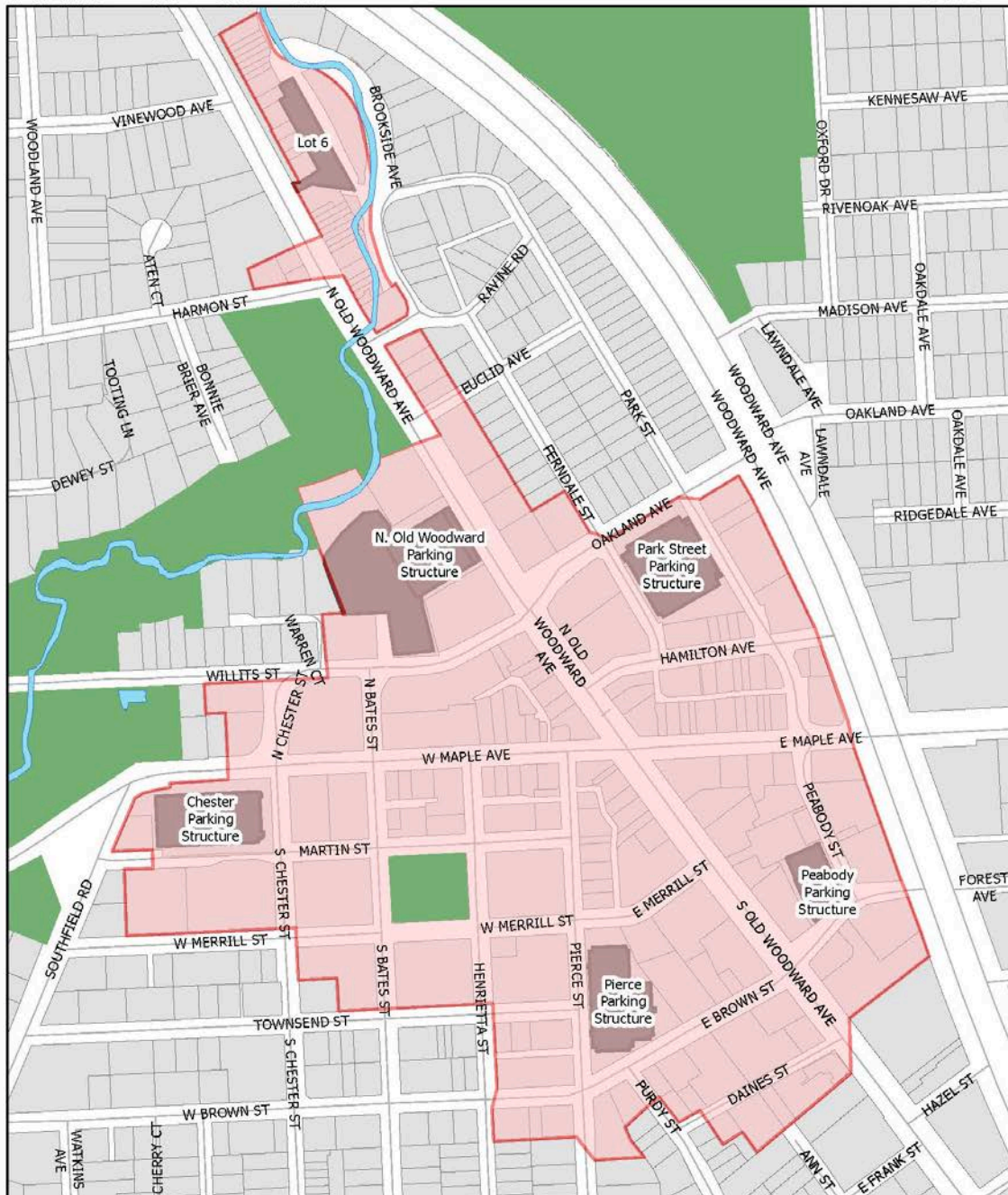
ADDRESS

TAXPAYER I.D.#

MAP OF PARKING ASSESSMENT DISTRICT

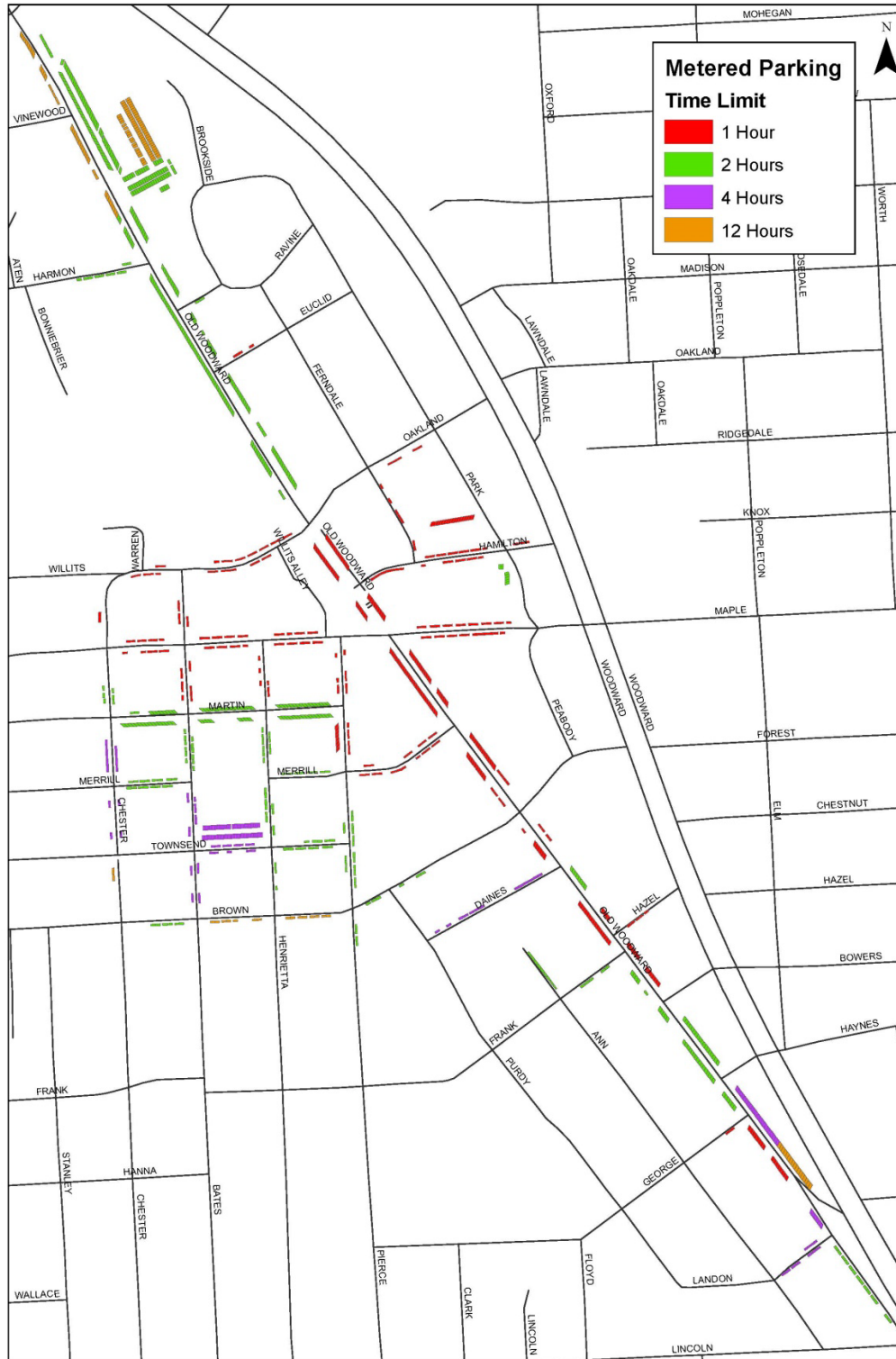
0 112.5 225 450 675 900

Feet



ATTACHMENT F

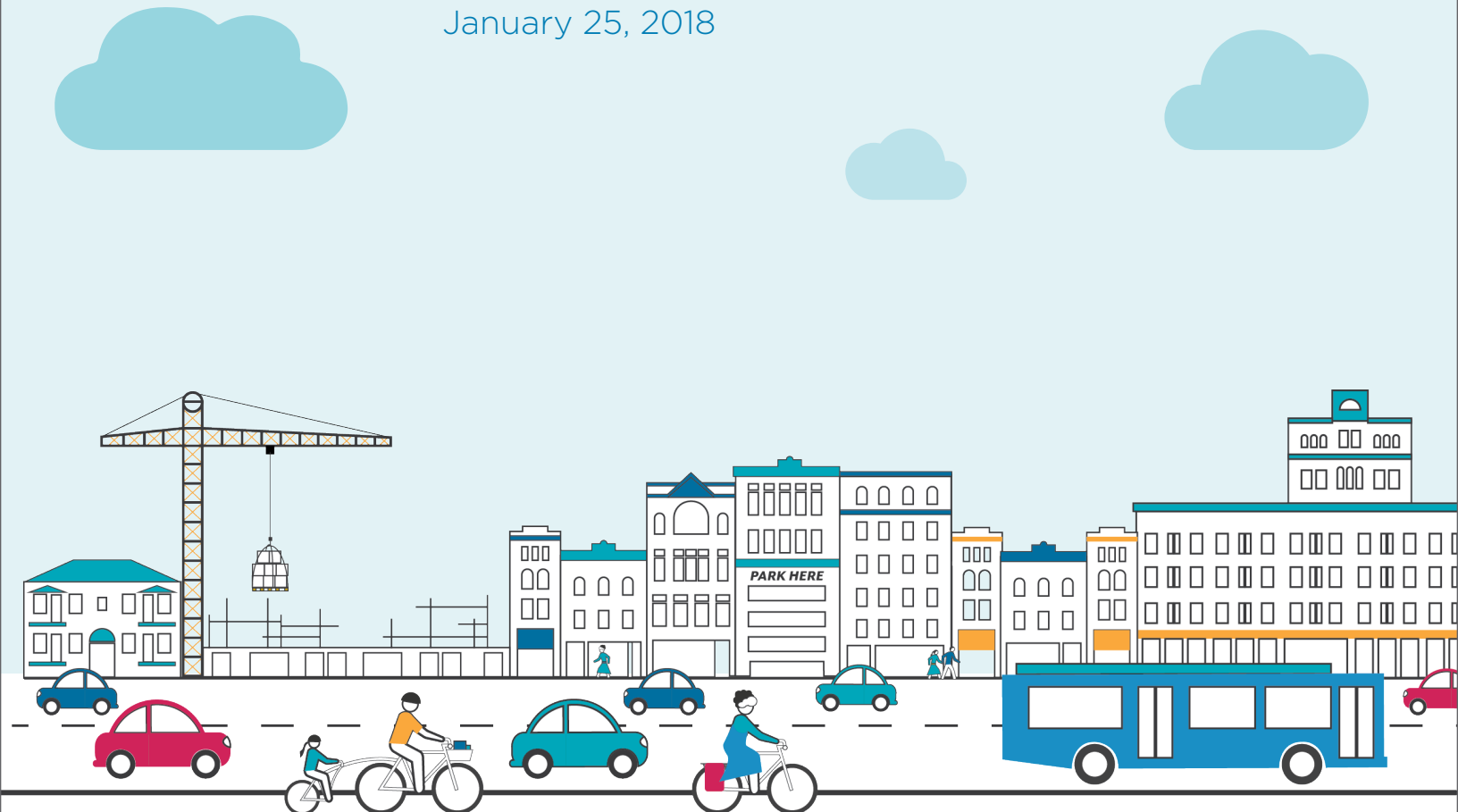
MAP OF PARKING METER TIME LIMITS WITHIN CENTRAL BUSINESS DISTRICT





Parking Consultant Services

January 25, 2018



PREPARED BY:
NELSON\NYGAARD CONSULTING ASSOCIATES, INC.

IN ASSOCIATION WITH:

**MKSK
DIXON**



January 24, 2018

City of Birmingham
Attn: City Clerk
151 Martin Street
Birmingham, MI 48009



RE: Parking Consultant Services

Dear Mr. O'Meara,

On behalf of Nelson\Nygaard Consulting Associates, Inc., I am pleased to submit this proposal to the City of Birmingham for Parking Consultant Services. We are excited about the possibility of working with Birmingham and are committed to the project's success.

Nelson\Nygaard sees innovative management of parking supply and demand as an opportunity to create livable places. We have pioneered an approach that demystifies the real costs of parking and develops strategies for sharing resources, reducing trips, integrating new technology, and appropriately pricing parking. Our multimodal skillset also helps us to proactively and flexibly respond to the mobility impacts of emerging technologies. Our approach is to find a cost-effective blend of solutions specific to local needs. We help communities save money, conserve resources, and achieve their larger goals for economic development and improved quality of life.

We have considered the needs of Birmingham and have assembled a team with experience developing innovative, cost-effective, and sustainable parking management solutions that are responsive to concerns from downtown user groups. **Project Manager Tom Brown** is our firm's east coast parking and demand management sector leader. He has over a decade of experience helping cities large and small enhance the livability of their communities through solving their parking challenges. His experience includes leading the Ann Arbor Downtown Parking and TDM Plan and the RiverEast Master Plan Parking Policy in Detroit. Tom will be joined by **Deputy Project Manager Chris Bongorno**. Chris has more than 10 years of experience in transportation planning, working primarily in the Midwest. Both Tom and Chris live within a short drive from Birmingham. Our firm will be joined by **MKSK** and **DIXON**, long-standing teaming partners with Nelson\Nygaard, to help balance the breadth of local knowledge with leadership in best practices and technical expertise.

We hope you will recognize the strengths of our proposal, staff capabilities, and firm experience as indications of our capacity to carry out this project. We submit our proposal in accordance with the terms and conditions outlined in the Request for Proposal, and our offer will remain in effect for at least ninety (90) days from the date of submittal, January 1, 2018. We have reviewed the proposed services agreement provided in Attachment A and find it to be a well drafted and generally reasonable basis for negotiation upon selection. In particular, we would like to review with you minor modifications to certain contract terms including; allocation of liabilities, insurance provisions, ownership of documents and intellectual property and the relationship of scope to schedule and compensation. We also acknowledge receipt of Addenda 1 and 2.

If we can provide any additional information about our firm or this proposal, please do not hesitate to contact Tom Brown at tbrown@nelsonnygaard.com or 212-242-2434, or me at pjewel@nelsonnygaard.com or 415-284-1544. I am authorized to negotiate with the Downtown Memphis Commission in connection with this effort.

Sincerely,


Paul Jewel
Managing Director

Contents

FIRM EXPERIENCE.....1

PROJECT TEAM.....17

Organizational Chart

SCOPE OF WORK.....23

Schedule

REFERENCES.....39

APPENDIX

Resumes

Cost Proposal

Required Forms





1

Firm Experience

We put people first.

Nelson\Nygaard Consulting Associates, Inc. is an internationally recognized firm committed to developing transportation systems that promote vibrant, sustainable, and accessible communities. Founded by two women in 1987, Nelson\Nygaard has grown from its roots in transit planning to full-service transportation firm with over 135 people in offices across the United States.

In keeping with the values set by our founders, Nelson\Nygaard puts people first. We recognize that transportation is not an end by itself but a platform for achieving broader community goals of mobility, equity, economic development, and healthy living. Our hands-on, national experience informs but doesn't dictate local solutions. Built on consensus and a multimodal approach, our plans are renowned as practical and implementable.



Nelson\Nygaard Specializations



Transit

Designing and developing great transit services for people



Active Transportation and Safety

Making places better for people to walk, bike, and gather



Streets and Cities

Balancing the mobility needs of everyone to create thriving places



Engineering Design and Development

Analyzing movement to improve connectivity and reduce environmental impacts



Emerging Mobility

Collaborating on solutions for people in a new era of mobility



Paratransit and Community Transportation

Achieving service/cost performance and ADA compliance for demand-responsive services



Mobility Management

Coordinating and enhancing an individual's access to more mobility options



Campus Mobility

Improving mobility choices at university, corporate, and medical workplaces



Parking and Demand Management

Creating livable places with better management of parking supply and demand



Visual Communications and GIS

Improving audience understanding and comprehension using spatial analysis, cartography, graphic design, and branding



Parking and Demand Management

Nelson\Nygaard sees innovative management of parking supply and demand as an opportunity to create livable places.

We have pioneered an approach that demystifies the real costs of parking and develops strategies for sharing resources, reducing trips, integrating new technology, and appropriately pricing parking. Our multimodal skillset also helps us to proactively and flexibly respond to the mobility impacts of emerging technologies.

Our approach is to find a cost-effective blend of solutions specific to local needs. We challenge perceptions, build consensus, and win community support for policies, regulations, and plans that put parking needs in the context of desired outcomes. In doing so, we help communities save money, conserve resources, and achieve their larger goals for economic development and improved quality of life.

Subconsultants

MKSK

MKSK

MKSK brings AICP certified Planners, Urban Designers and Landscape Architects together to offer creative planning, design, economic and sustainable solutions. MKSK offers multidisciplinary professional services through their seven offices in Michigan, Ohio, Kentucky, Indiana, and South Carolina. The MKSK team offers a staff of 90, including 9 AICP Certified Planners, 34 Licensed Landscape Architects, 14 LEED accredited professionals, and environmental graphic design/signage and wayfinding specialists.

By continually evolving planning processes and crafting individualized solutions for each community, their planners are able to create plans that clearly communicate effective strategies and facilitate success. MKSK will assist with the City staff and stakeholder engagement process, identification of demand generators for public downtown parking, key development sites and their impact on downtown parking, criteria and best practices for future parking structures.

DIXON

DIXON
RESOURCES UNLIMITED

With over 27 years of parking and transportation management experience, Julie Dixon founded Dixon Resources Unlimited (DIXON) with the direct goal of supporting municipal parking programs. They consider themselves to be the “Parking Coach” because they offer best in class municipal parking solutions across a broad spectrum. DIXON has directly supported municipalities throughout the United States, developing extensive knowledge and hands-on experience with the solicitation, development, deployment, operation, and maintenance of solutions ranging from municipal parking programs to automated enforcement systems.



Nelson\Nygaard has served hundreds of clients, and we are proud of our record of positive relationships with clients, enjoyed both during and after completion of project engagements. The map above depicts our nationwide experience on parking and transporation demand management projects. Some of Nelson\Nygaard's most relevant recent projects are highlighted on the following pages. For each project, we have included a project contact and contact information.



ANN ARBOR, MI

ANN ARBOR DOWNTOWN PARKING AND TDM STUDY

Recommendations support the downtown's continued growth, economic expansion, and rising quality of life, with as little new parking as possible.

PROJECT DURATION

2015–2016

TOTAL BUDGET

\$95,000

NELSON\NYGAARD BUDGET

\$95,000

FOR MORE INFORMATION

Ann Arbor Downtown
Development Authority
150 S. Fifth Avenue, Suite 301
Ann Arbor, MI 48104

CONTACT

Amber Miller, Planner
734-997-1352
amiller@a2dda.org

Downtown Ann Arbor has long been unique center of sustained Main Street/downtown-university charm, where walking dominates local traffic, and bikes and buses are popular commute options, within a region dominated by auto-based travel and community development. For the last three decades, the City's Downtown Development Authority has managed the downtown parking system. From the beginning, the DDA managed the system holistically, emphasizing parking as just one component of providing access to downtown, coordinating with walk, bike, and transit programs to optimize the downtown experience and enhance the area's commercial and residential vibrancy.

In 2006, Nelson\Nygaard delivered a downtown parking plan to the DDA, which identified continued investment in mobility improvements and demand-reduction strategies as a central strategy for managing the City's parking system. In the 10 years that followed, the downtown district has become a highly sought-after location among residents, businesses, and job-seekers. While this is the clearest possible sign of success for the

original plan, the resulting growth has put increased pressure on the downtown parking system, despite plummeting drive-alone travel rates.

To address the new situation, the DDA contracted Nelson\Nygaard to complete a Downtown Parking & TDM study. The primary goal of the study was to ensure downtown's continued growth, economic expansion, and rising quality of life, with as little new parking as possible. The resulting Parking Management Plan provides a comprehensive set of strategies, and an Action Plan, for achieving this goal. Key elements include expanding on-street rate tiers to redistribute demand and expand availability in the core, shifting meter schedules away from mornings and toward evenings, and formalize a Parking Benefit District (capture parking revenue for stakeholder-prioritized improvements).



MARQUETTE, MI

MARQUETTE DOWNTOWN PARKING PLAN

Our team began with a significant stakeholder-outreach effort, including several focus groups meetings, an online survey, and a dozen field intercept surveys.

PROJECT DURATION

2012

TOTAL BUDGET

\$50,000

NELSON\NYGAARD BUDGET

\$50,000

FOR MORE INFORMATION

Marquette Downtown Development Authority
203 S. Front Street, Suite 1-B
Marquette, MI 49855
<http://www.downtownmarquette.org/index.php>

CONTACT

Mona Lang, Executive Director
906-228-9475
mlang@downtownmarquette.org

The Marquette Downtown Development Authority (DDA) works to preserve and strengthen the downtown district by creating a positive atmosphere for businesses, residents, visitors, and others through historic preservation and economic development projects. As part of this mission, it has gradually assumed responsibility for managing the City's off-street parking lots and on-street parking. In 2012, the DDA hired Nelson\Nygaard to complete a comprehensive evaluation of the current parking system, evaluate future needs, and make recommendations for the long-term for the DDA District.

Our team began with a significant stakeholder-outreach effort, including several focus groups meetings, an online survey, and a dozen field intercept surveys. This was coordinated with two series of utilization surveys, covering the full system inventory, as well as a qualitative assessment of pedestrian and multimodal access issues and opportunities to support a park-once, pedestrian-oriented district. Building upon this existing conditions analysis, our team identified near-term improvements, and medium- and long-term strategies for maximizing the efficiency and economic value of the current parking system, as well as strategic

supply-expansion opportunities.

Key recommendations included tiered parking rates for core on-street parking spaces, piloting a Parking Benefit District approach that will direct all meter profits toward funding improved snow removal, normalizing off-street parking fees and regulations, traffic-calming key pedestrian links between DDA lots and the waterfront areas, identifying guidelines for evaluating joint-development opportunities for mixed-use structured parking development on existing surface lots.

**COLUMBUS, OH**

SHORT NORTH PARKING STUDY

A key element of the process is robust community engagement and seeking critical input from the Short North Parking Working Group.

PROJECT DURATION

2013–2016

TOTAL BUDGET

\$250,000

NELSON\NYGAARD BUDGET

\$120,000

FOR MORE INFORMATION

City of Columbus
50 W. Gay Street
Columbus, OH 43224

CONTACT

Randall Bowman
614-645-8290
RJBowman@columbus.gov

Columbus Short North District, located between the Arena District and Ohio State University, is one of the hottest development markets in the Heartland. The District prides itself as a unique urban neighborhood with a rich history, established residential communities, local arts, culture, and style that continue to attract local residents, employers, and regular visitors. To continue its success as a desirable place to shop, eat, work, and live, Short North is addressing the often most contentious issue—parking—at an opportune time.

In December of 2013, Nelson\Nygaard was hired, along with MKSK, to develop a comprehensive approach to parking management, supply and provision in the neighborhood. Working with an interdisciplinary team of subconsultants, the effort addressed the unique demand generated by this regional destination. The management plan addresses the existing parking management and governance structure, assesses future parking needs through a fiscal analysis, and evaluates potential sites for additional parking as well as opportunities to enhance the existing parking technology throughout the district. Beyond parking itself, the plan will also create a

strategic set of multimodal investments that will continue to reduce strain on the District's parking system.

A key element of the process was robust community engagement. The team sought critical input from the Short North Parking Working Group, composed of key stakeholders throughout the district, and built off the robust amount of work already done to date. The team led charrette-style workshops where participants were able to understand and discuss the study area and findings as well as submit input and comments on parking issues in the District. In addition, conversations with key stakeholders to understand the perception of parking for various user groups were integral to the plan. These steps were essential not only in encouraging participation in the process, but also instilling ownership among participants and developing momentum for change.

The team documented existing parking conditions through the district, looked specifically at inventory, parking wayfinding signage, and the existing residential permit locations and process. In the spring of 2014, the Nelson\Nygaard team used this data to look beyond parking supplies, utilization patterns, and trends to land use, but towards potential future development, and citywide parking policy updates that will be integral to the planning and future solutions for Short North.



COLUMBUS, IN

DOWNTOWN PARKING ANALYSIS

We crafted a plan that opens up prized parking spaces for customers, while still balancing the significant needs of employees.

PROJECT DURATION

2013

TOTAL BUDGET

\$81,000

NELSON\NYGAARD BUDGET

\$55,000

FOR MORE INFORMATION

Columbus Redevelopment
Commission
123 Washington Street
Columbus, IN 47201

CONTACT

Heather Pope
Redevelopment Director
812-376-2547
hpope@columbus.in.gov

Columbus, Indiana, a city of 44,000 southeast of Indianapolis, is home to both internationally renowned architecture and the headquarters of Fortune 500 company Cummins, Inc. With new developments, a thriving restaurant scene, and several retailers with over 100 years in downtown, managing parking for an evolving Columbus became critical.

Nelson\Nygaard, in collaboration with Parsons Brinckerhoff, provided a detailed analysis of parking supply, policy, and management. We crafted a plan that opens up prized parking spaces for customers, while still balancing the significant needs of employees. Large employers were convinced to shrink their permits in the new Jackson Street garage. We also developed a policy on accessible parking, recommended street and garage circulation changes, and introduced transportation demand management concepts.

Completed in late 2013, Columbus is working to implement our recommendations, which include revamping the employee permit structure, adding on-street parking, and introducing limited pricing in the core downtown area.



CLEVELAND, OH

MOVING GREATER UNIVERSITY CIRCLE TRANSPORTATION AND MOBILITY PLAN

The Moving Greater University Circle Transportation & Mobility Plan was a three-part study and implementation plan assessing areas of need and opportunity in University Circle's transportation system.

PROJECT DURATION

2014-2015

TOTAL BUDGET

\$273,036

NELSON\NYGAARD BUDGET

\$185,469

FOR MORE INFORMATION

University Circle, Inc.
10831 Magnolia Drive
Cleveland, OH 44106

CONTACT

Debbie Berry
VP of Planning and Development
216-791-3900
dberry@universitycircle.org

University Circle may be the most spectacular square mile in the state of Ohio. Anchored by major hospitals and universities, University Circle is the second largest employment center in the state and is continuing to grow.

The Moving Greater University Circle Transportation & Mobility Plan was a three-part study and implementation plan assessing areas of need and opportunity in University Circle's transportation system. The study identified short- and long-term strategies for effective transportation management. Moving Greater University Circle has four primary components:

1. The District Parking Study focused on understanding and evaluating existing and projected supply and demand in the study area and was completed in December 2014. Immediate action recommendations included increasing non-driving mobility among commuters and residents with a comprehensive TDM program coupled with improvements to walking, biking, and transit options; optimizing a park-once strategy for tourists and day trippers by addressing short-term/peak period demand; and offering shoppers and diners consistent availability through information and technology improvements.
2. The Transportation & Mobility Study focused on understanding and evaluating the comprehensive transportation systems, patterns, choices, and challenges that confront people as they travel to, through the District.
3. The Transportation Management Implementation Plan synthesized recommendations from the first two components and established a series of short- and long-term goals, metrics, action steps, and organizational responsibilities, based on stakeholder feedback.
4. The CircleLink component developed a new transit circulator system to connect the major locations throughout the area, including a schedule of service based on daily trip patterns.



GRAND RAPIDS, MI

VITAL STREETS MASTER PLAN

The plan and accompanying street typology provide a framework for performance-driven and out-come based planning.

PROJECT DURATION

2015–2016

TOTAL BUDGET

\$609,832

NN BUDGET

\$313,152

FOR MORE INFORMATION

City of Grand Rapids
1120 Monroe NW
Grand Rapids, MI 49503

CONTACT

Suzanne M. Schulz, AICP
Managing Director of Design,
Development, and Community
Engagement
616-456-4100
sschulz@grcity.us

As the second largest city in Michigan, Grand Rapids is a city of neighbors and neighborhoods, supported by a dense street grid and a vibrant downtown center. The community has committed to ensuring its streets support city growth and economic development by dedicating funding to build vital streets, which integrate complete streets and green infrastructure. To guide the design of vital streets and tie together existing transportation plans, the Vital Streets Oversight Commission (VSOC) selected Nelson\Nygaard to develop a Vital Streets Master Plan.

Nelson\Nygaard is leading a team to develop a framework for street design decisions and design guidelines appropriate to the unique needs and context of Grand Rapids. The plan and accompanying street typology provide a framework for performance-driven and outcome-based planning and street design. The Vital Streets Master Plan will provide the City with a rationale for navigating the inevitable tradeoffs in space allocation and operational prioritization and provide a predictable process for design development and review.

Uniting progressive planning with sound engineering, Nelson\Nygaard is developing the Vital Streets Master Plan to integrate the many disciplines involved in street design: engineering, planning, stormwater and ecology, parking and transportation demand management (TDM), and market economics. By ensuring city streets support larger city systems, Transportation Demand Management, parking management will be addressed and incorporated in the larger Vital Streets planning effort. Nelson\Nygaard is assisting the city's parking management department – Mobile GR - with establishing goals, developing a strategic plan, and adopting a short-term implementation action plan.



TRAVERSE CITY, MI

TRAVERSE CITY DOWNTOWN PARKING AND TDM STUDY

MKSK and Nelson\Nygaard developed a framework plan for future downtown investment and redevelopment.

PROJECT DURATION

2016–Ongoing

TOTAL BUDGET

\$83,000

FOR MORE INFORMATION

City of Traverse City
 400 Boardman Avenue
 Traverse City, MI 49684

CONTACT

Nicole VanNess
 231-947-1120

Traverse City is a popular tourist destination Spring through Fall with a peak summer season, when the population swells from an annual 15,000 to hundreds of thousands. Located on the Grand Traverse bay among rolling hills of vineyards with a downtown loaded with restaurants and shops, the summer crowds can be quite large and the parking and circulation situation can become stressful and hit capacity. The City is also home to large year-round employers and institutions that add to the parking demand. Looking for alternative ways to better manage the parking and circulation of the city they sought out firms to help with a Transportation Demand Management Study.

Working with Nelson\Nygaard, the team is evaluating options to relieve parking strain. This includes evaluation of parking counts, meter policies, regulations, and traffic flow. Public input was gathered through on-line surveys, workshops, and focus group events. Working with city staff, local employers, merchants, transit providers and residents, our team will devise a plan to help Traverse City continue to prosper both during the on and off season. Rather than just an increase to supply, we are exploring demand reduction through improved pedestrian and bike networks, transit and parking pricing solutions.



DETROIT, MI

DOWNTOWN DETROIT MOBILITY AND ACCESSIBILITY PLAN

Moving through downtown Detroit made easy with a new strategic plan.

PROJECT DURATION

2017

FOR MORE INFORMATION

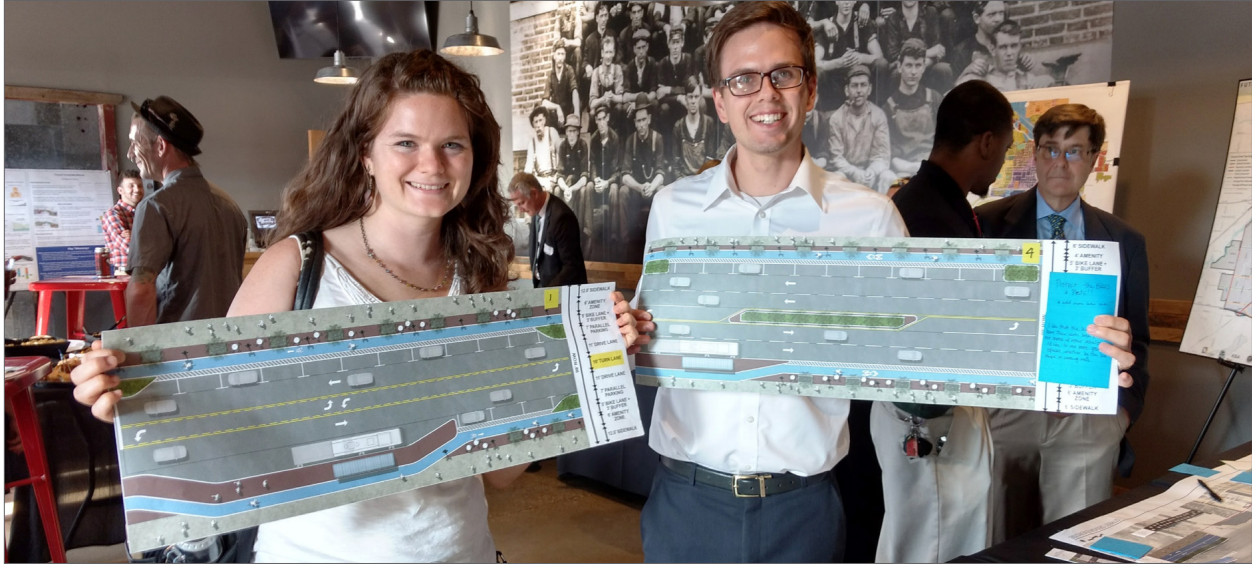
City of Detroit

CONTACT

Mark de la Vergne
Chief of Mobility Innovation
313-933-1300

The Southeast Michigan Council of Governments (SEMCOG) has partnered with the City of Detroit to develop a strategy for multi-modal accessibility and mobility for the downtown area generally bounded by the Detroit River, M-10, Martin Luther King Jr. Boulevard/Mack Avenue, and I-375. MKSK is leading a multidisciplinary team of local and national experts to assess and enhance access to and movement around the downtown for employees, visitors, and residents.

The team is engaging stakeholders and community members throughout a holistic planning process that addresses the study area as an integrated system. The project is addressing all aspects of the downtown transportation system, including: Transit Access and Routing, Access Points/Major Barriers, Operational Considerations, Transportation Demand Management and Parking Management Strategies, Curbside Uses, Bike Share Access, Streetscape Design, Pedestrian Facilities and Walkability, Bicycle Network Design, Jurisdictional Transfers, Impacts of New Mobility, and Communications.



LANSING, MI

SHAPING THE AVENUE

Interactive streetscape design helps shape one of the state's most iconic avenues.

PROJECT DURATION

2017

FOR MORE INFORMATION

Capital Area Transportation
Authority (CATA)

CONTACT

Bradley Funkhouser
Deputy CEO
517-394-1100

Developed from years of community feedback and visioning of Michigan and Grand River avenues, Shaping the Avenue is a partnership between the municipalities of Lansing, Lansing Township, East Lansing, Meridian Township, the transit agency and other organizations. With a Federal Transit Administration TOD Pilot Grant, a form-based code was crafted to unify the character of future private development and public street design along the Avenue to create a more vibrant, pedestrian-friendly and transit-oriented corridor.

MKSK was part of a multi-firm project team to develop the form-based code, street, and streetscape design options. MKSK coordinated and facilitated a series of hands-on public workshops with a different focus for each community. Using an interactive street design activity developed by MKSK, community stakeholders and the public had the opportunity share their feedback on street design options following an orientation on 'best practices.' Participants could support the illustrated alternatives or build their own street design from scratch using streetscape components such as various sidewalk designs, protected bike lanes, medians, turn lanes, amenity zones, on-street parking, and transit lanes.

MKSK also assisted with development of form-based code regulations to supplement or replace the current conventional zoning ordinance. Once adopted, the form-based code will provide each municipality with street design guidelines specifically tailored to the vision and needs of each community, while unifying the look and feel of future development along the Avenue from the state capitol through East Lansing to the Meridian Mall for years to come.



PALO ALTO, CA **DOWNTOWN PARKING STUDY**

The City has recently retained DIXON to support the implementation of these recommendations.

PROJECT DURATION

2016–Ongoing

FOR MORE INFORMATION

City of Palo Alto
250 Hamilton Avenue
Palo Alto, CA 94301

CONTACT

Joshua Mello
Chief Transportation Official
650-329-2520
Joshuah.Mello@CityofPaloAlto.org

DIXON was retained by the City of Palo Alto to provide a downtown parking management study. The project was split into two phases; the first was an analysis of existing parking conditions and the second phase involved a variety of paid parking recommendations including permit parking and the introduction of on street metered infrastructure.

DIXON collected data between May 2016 and October 2016. The data collection included occupancy studies for all on-street and off-street locations (6 garages and 12 surface lots) within the downtown study area. DIXON utilized our mobile License Plate Recognition (LPR) unit to capture license plates of all parked vehicles at certain times of the day for specified days of the week. For Palo Alto, this information was analyzed to provide a summary of existing parking occupancy and turnover, including a series of heat maps.

DIXON also conducted a series of in-person intercept surveys. Residents and business owners were asked a series of questions designed to capture parking habits of parking patrons visiting the downtown area. Throughout the project, DIXON also conducted on-site stakeholder meetings with City staff, residents, business owners and downtown employees. These stakeholder meetings were designed to not only inform stakeholders of the project objectives and provide project updates, but to gather general themes and concerns of parking within the project study area.

We finalized our recommendations for the feasibility of implementing paid parking for downtown Palo Alto. Our recommendations include the feasibility of tiered parking prices based on proximity to Downtown, an evaluation into increasing existing permit fees, addressing availability of short-term parking permits, leasing of private parking spaces during off-peak hours, and parking cash-out programs. We presented our findings and discussed potential strategies with the City Council and the City's Planning & Transportation Commission. The City has recently retained DIXON to support the implementation of these recommendations including specification development and soliciting vendor technologies to support the City's parking needs.



PARK CITY, UT

PARKING TECHNOLOGY CONSULTING & PROJECT MANAGEMENT

The Park City operation will be a model for TDM and parking solutions.

PROJECT DURATION

2016–Ongoing

FOR MORE INFORMATION

Park City Corporation
1053 Iron Horse Drive
PO Box 1480
Park City, UT 84060

CONTACT

Kenzie Coulson
Manager
435-615-5371
mckenzie.coulson@parkcity.com

Park City retained Dixon Resources Unlimited (DIXON) in December 2016, through a formal Request for Proposals (RFP) process to provide consulting and project management for the implementation of integrated parking technology services.

The project has worked with a very aggressive implementation schedule to ensure that the new parking solution was operational for the next winter season. DIXON worked with the City to develop a proactive stakeholder engagement campaign. While focused on educating and informing both the internal and external community, DIXON developed the specifications necessary to solicit a comprehensive and integrated parking technology system. The DIXON hands-on approach has allowed the City to move forward and focus on their key transportation priorities,

including reducing traffic congestion and single occupancy vehicle trips.

The Park City engagement has proven DIXON's agile nature and ability to customize a solution that is community specific. We are working with the City to develop a transportation and parking brand that will ensure an easy parking experience with increased information available to guests and residents. The parking technology will be integrated with the transportation demand management (TDM) implementation and will incorporate a progressive incentive program that encourages the use of alternative transportation including transit and carpool programs. After an initial reluctance to the introduction of off-street paid parking, the community is engaged and the City Council is supportive. The concerns about parking have been transformed and the stakeholders have embraced the implementation process.

As the technology is being implemented, DIXON is now focused on developing a rate model that will incorporate demand-based pricing, serving both the peak and non-peak seasons. Additionally, DIXON is providing training and development support services with the parking enforcement staff that focuses on a parking ambassador (customer service) approach.

2

Project Team

Meet our experts.

In order to meet the needs of the Downtown Memphis Commission, we have assembled a team of experts with relevant experience in parking management. This section illustrates the experience of our proposed consulting team. Our team organization is represented on the following page. Brief bios follow, and full resumes can be found in Appendix A.

Organizational Chart



Thomas Brown, Principal
Project Manager/Principal-in-Charge



Chris Bongorno, Senior Associate
Deputy Project Manager

Signage and Wayfinding

Brad Strader, Principal
Signage and Wayfinding Lead

Lauren Cardoni, Planner
Signage and Wayfinding
(MKS)

Parking Operations and Technologies

Julie Dixon, Principal
Operations and Technologies Lead

Jennifer Rentz, Associate
Operations and Technologies

Stakeholder Outreach

Brad Strader, Principal
Stakeholder Outreach Lead

Lauren Cardoni, Planner
Stakeholder Outreach
(MKS)

Project Planning

Kevin Lucas, Associate
Project Planner
(Nelson\Nygaard)

Lauren Cardoni, Planner
Project Planner
(MKS)

Key Staff

Nelson\Nygaard



THOMAS BROWN, PRINCIPAL PRINCIPAL-IN-CHARGE

Thomas Brown works with communities of all sizes to ensure that parking assets and policies align with larger community goals.

Urban parking management has been a special focus during Tom's 10+ years at Nelson\Nygaard. In his experience, nothing undermines the best of planning and design efforts as quickly or significantly as failing to get the parking right. Getting it right, however, invariably involves negotiating challenging and consequential tradeoffs. Years of engaging diverse, passionate, and thoughtful stakeholders on all aspects of parking, in a wide variety of contexts and opportunity environments, has afforded Tom the capacity to offer his clients a clear assessment of best available options, the essential pros and cons of each, and a viable path forward in serving transportation, growth, and broader community goals and objectives.

Availability: 35%



CHRIS BONGORNO SENIOR ASSOCIATE DEPUTY PROJECT MANAGER

Chris Bongorno applies his detail-oriented and client-focused skill set to transportation and community planning.

Chris has more than 10 years of professional planning experience, working primarily in communities in the midwest. Chris applies his detail-oriented and client-focused skill set to his extensive work in the fields of transportation and community planning, mixed-use and institutional development, and place and project management. He is dedicated to the communities in which he works and lives, serving multiple non-profit and civic roles in both Cleveland and Yellow Springs, Ohio.

Availability: 40%



KEVIN LUCAS, ASSOCIATE PROJECT PLANNER

Kevin Lucas helps people make informed decisions.

Kevin Lucas has over three years of experience in multi-modal transportation planning. He specializes in transportation research and policy, and has project experience in data collection and analysis, spatial analysis, and policy evaluation and formulation across multiple transportation sectors. Further, Kevin excels at bridging the divide between the practice and the public, and has produced graphics, maps, and documents to communicate quantitative, qualitative, and spatial data to stakeholders of all types, and has led and participated in public engagement activities across the nation.

Availability: 35%

MKSK



BRAD STRADER, AICP, PTP, PRINCIPAL STAKEHOLDER OUTREACH AND SIGNAGE AND WAYFINDING LEAD

Brad Strader advocates linking land use with multimodal transportation and design to create vibrant places.

Brad has more than 34 years comprehensive experience in a wide variety of community planning and transportation planning projects. He has applied his expertise in circulation and parking to downtown, district, healthcare and institutional campus plans. His expertise working as an on going consultant to municipalities allows him to help clients successfully navigate the site plan approval process with cities and agencies. Brad is a frequent lecturer on planning, zoning, transportation and placemaking topics at state, regional and national conferences and training webinars.

Availability: 30%



LAUREN CARDONI, ASSOCIATE STAKEHOLDER OUTREACH AND SIGNAGE AND WAYFINDING

Lauren Cardoni combines experience in advocacy and outreach to help communities build consensus around their transportation futures.

Lauren has a history of working on projects of various scales, managing multi-disciplinary teams to develop solutions unique to each place. She draws from a background in urban design, transportation planning, and landscape architecture to translate conceptual ideas and technical data into compelling and relatable materials. Prior to joining MKSK Lauren worked in transportation planning on a national level, gaining experience working with communities of all different sizes and contexts and helping them to create more sustainable transportation systems.

Availability: 35%

DIXON



JULIE DIXON, PRINCIPAL PARKING OPERATIONS AND TECHNOLOGIES

Julie Dixon helps define and recommend parking and transportation technology roadmaps for the municipalities.

Julie Dixon is the President and Founder of Dixon Resources Unlimited, a woman-owned business, focused on providing parking consulting services to municipalities. With over 26 years of experience in parking and transportation management, Julie built her firm to provide 'best in class' municipal parking solutions across a broad spectrum of areas including operations management, technology, customer service, enforcement, citation processing, field maintenance, financial reporting, procurement and integrated solutions. Since its inception in 2012, DIXON has garnered an impressive client list.

Availability: 30%

3

Scope of Work

Our approach will be comprehensive, collaborative, and creative.

Our team is uniquely qualified to undertake this analysis of parking conditions in Birmingham. We have extensive experience working in all types of communities and understand the delicate tradeoffs between the various users of the street and public realm. The following section summarizes our approach to the tasks outlined in the scope of services and the proposed work products.

Overview and Approach

Nelson\Nygaard has assembled a team that is uniquely qualified to provide the parking consulting services desired by the City of Birmingham. We are well-positioned to evaluate parking operations, strategies, and practices and to provide recommendations for improvement and optimization in the City's Central Business District. Nelson\Nygaard and our partners have extensive experience working in communities of all sizes across the United States, and we understand the delicate tradeoffs between the various users of a city's transportation and parking network. We have designed our proposal to create comprehensive strategies that effectively balance the needs of many user groups, improve the overall parking experience, and provide financially sustainable solutions to Birmingham's parking challenges. Our approach to this project will be defined by the following core tenets:

- **Parking is just one piece of the transportation system.** Our parking analysis emphasizes the relationship between parking and greater network of transit, biking, and walking. We help our clients develop defined strategies to ensure that the parking system supports, and is supported by, other modes.
- **We are technically rigorous, but understand that project success goes beyond data.** Our scope of work includes a detailed methodology to collect, analyze, and document parking inventory and demand. However, we know from experience that a city's parking challenges go beyond numbers and are driven by perception and individual experience. Our methodology, therefore, uses data analysis to generate meaningful interpretation and problem solving in this complex environment.
- **We offer a fresh and innovative perspective.** Our team will bring a new perspective to Birmingham's parking issues. We will build upon the good work that you have already done and add our collective expertise to new solutions, as we have done in cities across the country, from San Francisco and Boston, to Ann Arbor and Fayetteville, helping each to rethink how they provide and manage their parking.



We will engage in meaningful dialogue with stakeholders to identify the challenges, opportunities, and common ground that is needed for successful implementation.

- **We build consensus among many stakeholders.** There are many stakeholders who play an important role in Birmingham's CBD access and parking network. We will engage in meaningful dialogue with these stakeholders to identify the challenges, opportunities, and common ground that is needed for successful implementation.
- **We provide a user-friendly project and deliverables.** Discussion of parking operations and solutions can be heavily technical and difficult to interpret. Our experience with innovative and thoughtful engagement tools and methods, coupled with easy-to-understand materials, enables us to make parking an approachable topic for the community and decision makers.

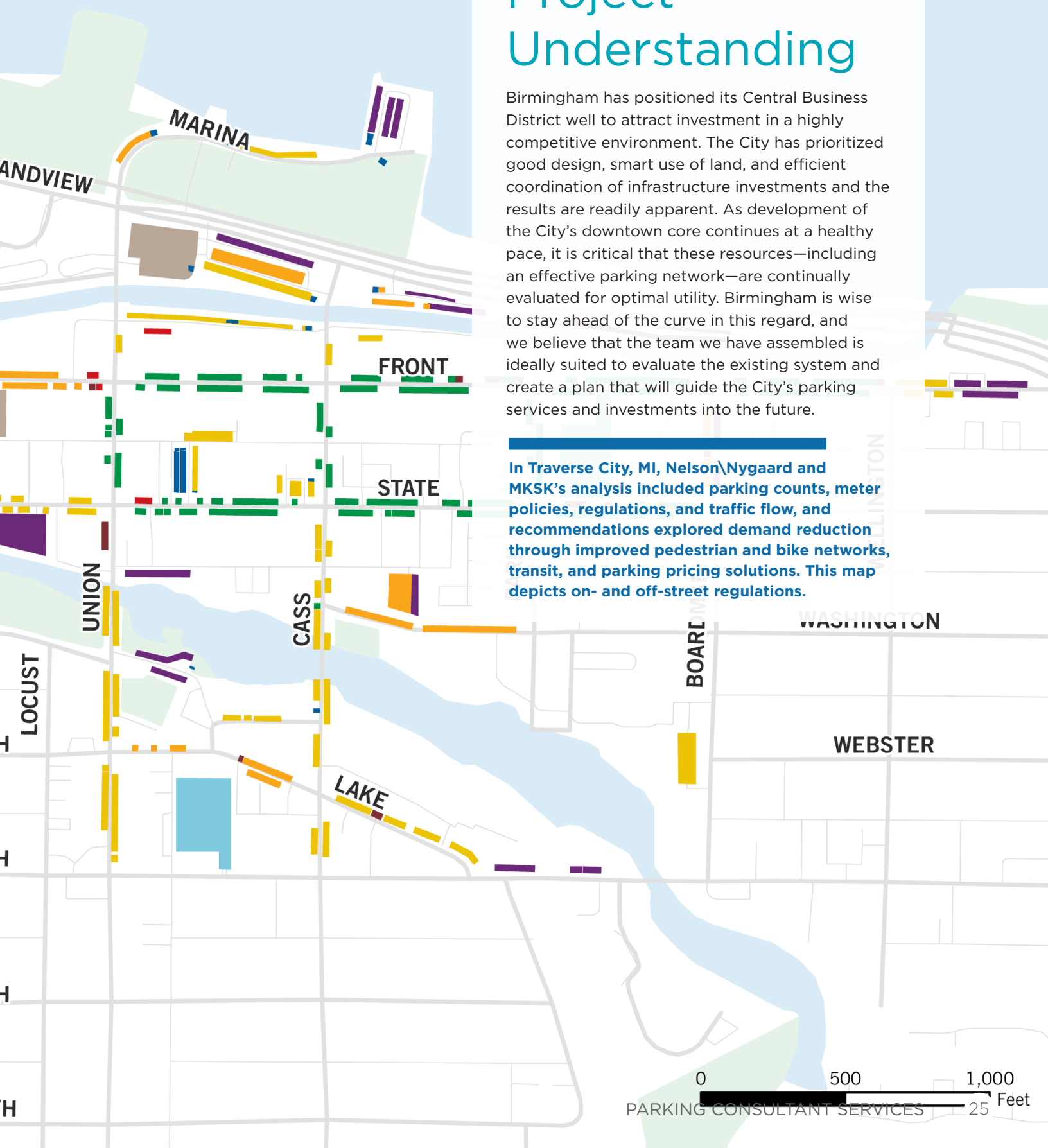
Our approach will focus on gaining a clear understanding of Birmingham's parking issues and developing innovative, cost-effective, and sustainable solutions that are responsive to the needs of all CBD stakeholders. As stated above, we consider parking to be one part of an integrated transportation system that serves as a means to accessing and supporting the day-to-day function of vibrant places. It is not an end in itself. With this in mind, we will pursue a balanced approach to the Birmingham CBD's many needs and priorities in order to ensure that the City's access and parking network not only serves as many types of users as possible, but that it serves them well.




Project Understanding

Birmingham has positioned its Central Business District well to attract investment in a highly competitive environment. The City has prioritized good design, smart use of land, and efficient coordination of infrastructure investments and the results are readily apparent. As development of the City's downtown core continues at a healthy pace, it is critical that these resources—including an effective parking network—are continually evaluated for optimal utility. Birmingham is wise to stay ahead of the curve in this regard, and we believe that the team we have assembled is ideally suited to evaluate the existing system and create a plan that will guide the City's parking services and investments into the future.

In Traverse City, MI, Nelson\Nygaard and MKSK's analysis included parking counts, meter policies, regulations, and traffic flow, and recommendations explored demand reduction through improved pedestrian and bike networks, transit, and parking pricing solutions. This map depicts on- and off-street regulations.





We understand and are well-equipped to support the City’s goal to ensure the parking system is being operated, managed, and developed in accordance with professional and technological best practices.”

We understand that the City’s parking system consists roughly 4,840 publicly-owned spaces, of which 3,580 are contained in 5 public parking structures, 1,070 are metered, on-street, and 190 are contained in 3 surface parking lots. The parking structures are operated by SP+, with oversight by the City’s Engineering Department. Two private, independently run parking structures are also located in the CBD.

We recognize that the parking system is operated as an enterprise fund, which provides for cost recovery to cover expenses that benefit the system on a long-term basis. These funds are used to pay for day-to-day maintenance and operation of the parking system, as well as capital investments, such as new machinery and equipment. Recent upgrades to system infrastructure include new traffic control equipment and smart meters throughout the CBD, which provide more payment options, real-time information, and operational efficiencies for both users and the City.

As demand for parking in the CBD has increased in recent years, the City has responded by coordinating additional services, including multiple valet options, temporary lease of additional facilities, and provision of real-time information to the public. The City has also adjusted permit and meter rates and established an Ad Hoc Parking Study Committee in 2015 to continually review the system and recommend improvements and adjustments. An Advisory Parking Committee also meets regularly to address parking issues and make recommendations to the City Commission.

We understand and are well-equipped to support the City’s goal to ensure the parking system is being operated, managed, and developed in accordance with professional and technological best practices. We recognize that the planning process will incorporate input from a variety of community stakeholders, as well as multiple City departments. The outcomes below will be achieved through the approach highlighted on the following pages. The Nelson\Nygaard team will deliver:

- A realistic plan for more effective use of parking and better management of the parking system in Birmingham’s CBD
- Plan findings that are based on credible information that can be communicated to the public and stakeholders
- Recommendations that will engender a parking system that contributes to a positive image of the City
- Recommendations that will support a parking system that deploys the latest technology to improve the user experience, while sustaining revenue to cover operations, ongoing capital improvements, and system growth

Scope of Work

The Nelson\Nygaard team's approach to the desired scope of services, as outlined in the RFP, draws upon our understanding of best practices in parking management and technologies from around the United States to develop proven solutions that work. Nelson\Nygaard's long-standing working relationships with MKSK and Dixon will help provide balance across each deliverable with local knowledge and leadership in best practices and technical expertise. We have partnered successfully on transportation and parking plans in cities as close as to home as Detroit and Monroe, MI, as well as on projects in nearby Ohio cities and as far afield as Anaheim and San Francisco, CA.

In the following sections, we have elaborated on the phases as listed in the RFP and included product examples from parking studies we have recently completed. The proposed tasks are listed with all proposed deliverables and estimated timelines, though the precise timeline (five months) that the City envisions for the overall study may mean that tasks overlap and follow a more flexible schedule. Our approach is based on our experience with this type of work. However, if selected, our first task would be to refine and confirm the scope, schedule, the study area, and facilities to be included in the study.

Unless otherwise requested by the City, we propose to provide all interim work products in PDF format. We will produce a single draft of all deliverables and will incorporate feedback into a final version of each memorandum based on a single set of non-conflicting comments. All electronic files created, such as maps, datasets and inventories, will be provided to the City of Birmingham at the end of the project.

TASK 1 PROJECT INITIATION & COORDINATION

1.A Kickoff Meeting

Our team will convene a kickoff meeting with City staff, including any advisory committee representatives they select, to confirm project goals and refine the proposed work plan and schedule. This meeting will also provide an opportunity to identify available data relevant to the project, including parking and transportation network information, supply and utilization data, development plans, etc. This meeting will allow the team to review existing policies and practices, operating relationships, and perceived challenges and opportunities, as identified by the City and their partners. More broadly speaking, our team will also seek to identify:

- What is your vision for the future of the CBD?
- How does the parking system specifically support or detract from that vision?
- What are the strengths and weaknesses of the current parking system?
- How would you define project success?
- What tensions exist between different user groups and their needs/goals?
- What does Birmingham want its CBD to look like in three, five, and ten years?

The team will also use this visit to meet with key stakeholders, as identified by the City, that will enable us to proceed swiftly with Task 2 – Existing Conditions Assessment. The trip will also include introductory field work, meant primarily to familiarize the team with the study area and conditions.

1.B Bi-Weekly Project Coordination Meetings

Our project manager, Tom Brown, will provide oversight throughout the duration of the project and guarantee that the City and project team receive a quality product by assuring that:

- The scope of work is produced, mutually agreed upon, and adhered to
- The team is regularly informed of project status and is an active partner in project execution
- Meeting materials and all deliverables are of the highest quality

Tom will host bi-weekly conference calls with the City and consultant team to provide ongoing project updates, review project deliverables, and troubleshoot any project issues.

Meetings:

- Project Kickoff Meeting
- Bi-Weekly Project Coordination

Deliverables:

- Final Project Scope & Timeline
- Meeting & Call Notes



Recent studies, reports, and plans provide context for efforts that were recently undertaken, are still active, or are on the near horizon.

TASK 2 EXISTING CONDITIONS ASSESSMENT

2.A Review of Planning Context

Parking is invariably a persistent topic of conversation in thriving downtowns, and a common focus of local thinking, planning, and study. Parking also affects and is affected by a broad range of community policies, goals, and practices. This task will begin with a review of this context. This will allow our team to better understand the context of this study and to learn from previous efforts to address parking challenges.

The team will work with City staff and stakeholders to identify, assemble, and review all relevant and available data, reports, and studies related to parking and transportation programs in Birmingham. A data collection plan will be assembled, outlining the requisite inputs, including, but not limited to:

- **Recent studies, reports, and plans** that provide context for efforts that were recently undertaken, are still active, or are on the near horizon. These can be directly related to parking or are considered to inform the parking context in the CBD.
- **Travel and demographic data**, focusing on travel mode, vehicle ownership rates, employment, and housing density in the study area.
- **Parking data**: supply and utilization data for publicly and privately owned lots, garages and on-street spaces.
- **Parking management practices**: operator agreements, enforcement protocols, revenues and expenses, technology framework, permit information, specialized parking arrangements (i.e., event, valet, resident permit parking, etc.), and parking signage location inventory and locations.
- **Transportation network**: Bicycle facilities and parking, transit data and ridership, expected traffic reconfigurations, and existing transportation demand management (TDM) programs.

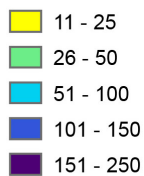
On-Street Spaces



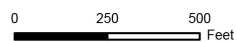
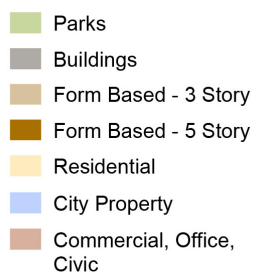
Meter Parking

--- Parking Meters

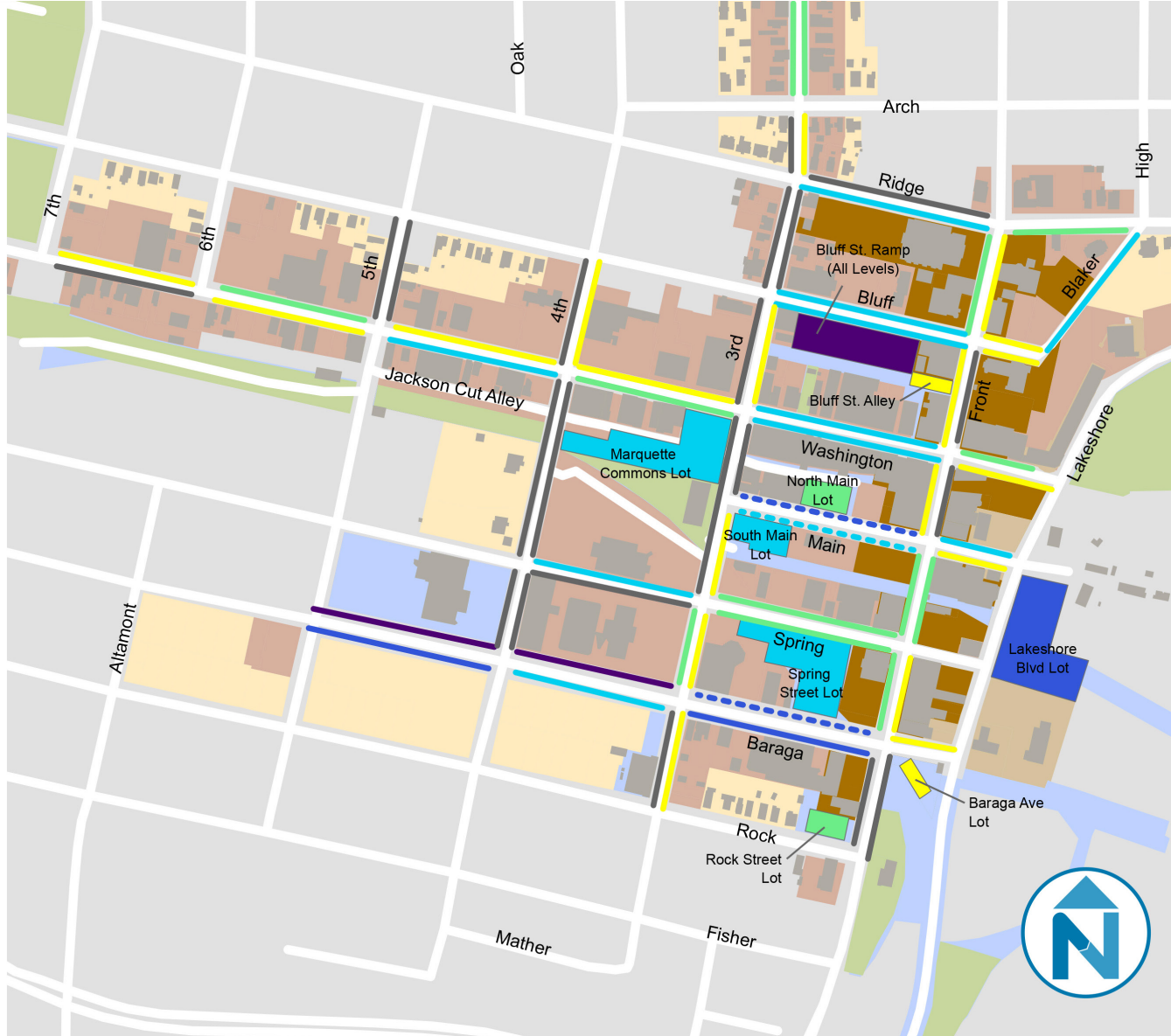
Off-Street Spaces



Land Use



Data Sources: Downtown Development Authority

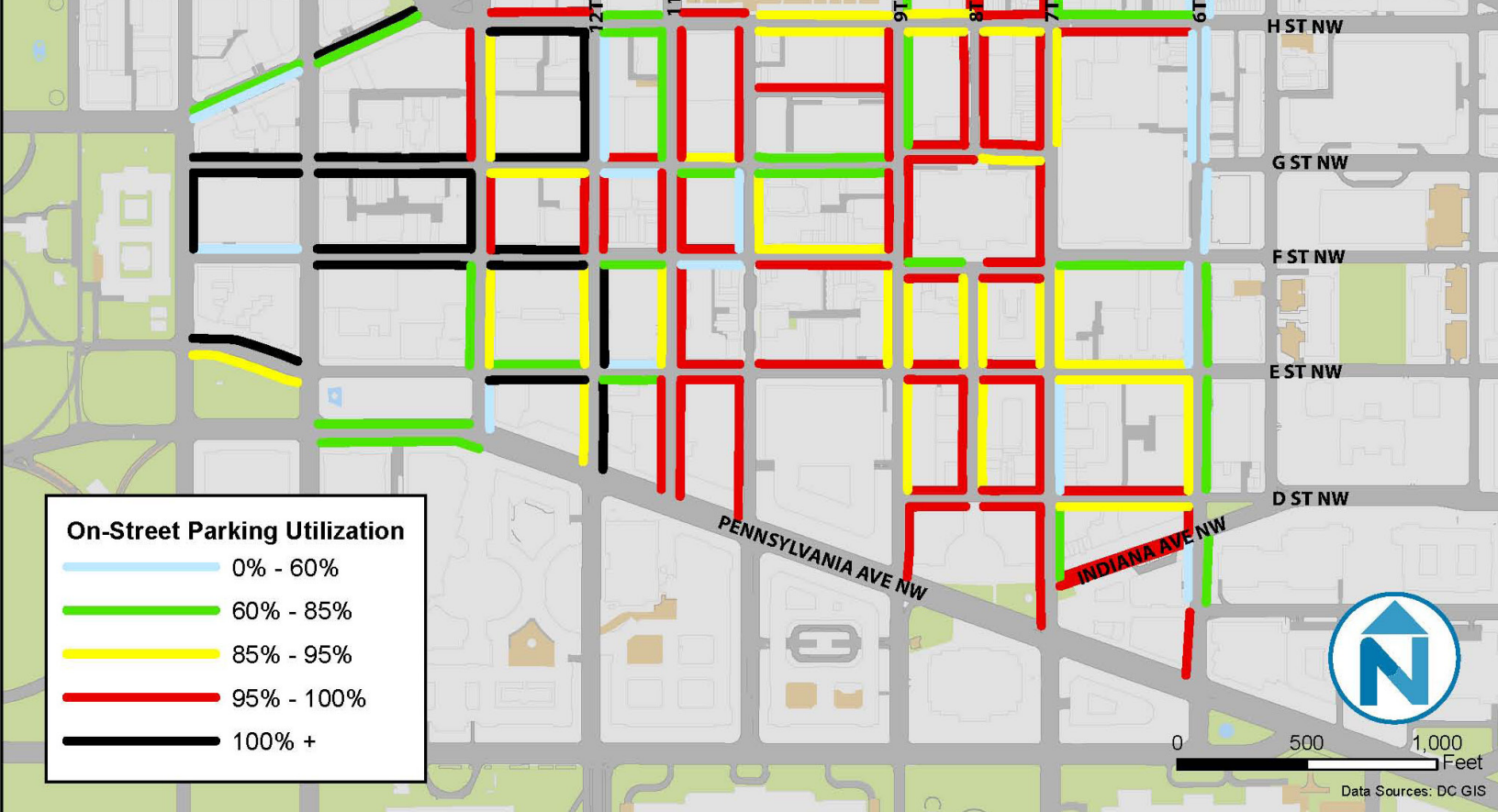


We will compile a complete inventory of public and private parking spaces within the study area. The map above depicts parking supply from the Marquette Downtown Parking Study.

- **Land use and development data:** Existing land uses and gross square footage of buildings, as well as information on recent and expected development projects.
- **Zoning policies**, especially as it relates to parking minimums/maximums and language related to shared parking.
- **Geographic Information Systems (GIS) files:** a specific list of GIS shapefiles will be requested.

2.B Parking Supply

Our team will build on existing documented parking inventory from the City to create a comprehensive, mapped, and easy to manipulate parking inventory for the study area. We will utilize GIS and any available publicly available datasets, supplementing them with aerial images, existing land use information, and field observations. The team will use ArcGIS's Collector App to close data gaps, as necessary, to document the Study Area's on- and off-street parking supply and locations.



Parking patterns by time period (on-street only) for the Washington, DC, Business Improvement District Parking Study

Upon completion of this subtask, the team will have compiled a complete inventory of public and private parking spaces within the study area. This will include, at a minimum:

- Type of space: surface lot, parking structure, on-street spaces
- Regulation (time limited, metered and time limited, permit, customer-only, etc.)
- Number of spaces/parking supply by each facility/block face with ownership (public or private)
- Potential use (available to the general public or restricted for a special use/limited population)
- Number of handicapped spaces by facility/block face
- Enforcement period for all appropriate facilities/block faces, special use restrictions & price

2.C Parking Demand

Our team will review the City's utilization data, complemented as necessary by field counts using the GIS Collector App to assess key demand/supply conditions for all parking identified in Task 2.C. This data will be assessed with the inventory data to generate utilization findings to be organized and presented in clear and concise text, tables, and maps to provide an accurate measure of current supply/demand balance when constraints are most common.

2.D Rate Structures

Our team will evaluate the Birmingham parking system's rate structures across its garage, lot, and on-street parking supply and will explore a variety of pricing strategies to be considered by the City. These include employee parking pricing, unbundling residential parking costs, parking cash out, leasing of private spaces, graduated parking rates, and on-street meter rates. The evaluation will include a rate comparison overview with cities of similar size, demographics, and downtown contexts. The team will incorporate the context of development plans and long-term capital improvements that have been identified by the City and their partners during the Existing Conditions Assessment.

2.E Regulations, Practices, and Strategies

Our team will evaluate existing regulations, practices and strategies, as identified by City staff and project stakeholders, with a particular focus on daytime employee parking dynamics. The evaluation will include a thorough look at zoning regulations, shared parking arrangements, valet service, curbside management, demand management practices, and other strategies that can contribute to optimal use of the parking system's lots, garages and on-street supply. Demand management strategies are often overlooked within parking system evaluations, but they may offer significant opportunities to make the most of existing resources, while simultaneously reducing overall demand and supporting Birmingham's continued growth and vitality. This is especially true in the case of workforce parking challenges.

2.F Technology Deployment

Parking technology can vastly improve the efficient management, operation, and utility of a successful parking system. However, if it is not applied wisely, it can cause more harm than good and can be one of the biggest headaches in an underperforming system, both for owners/operators and users. Our team will evaluate the use of parking technologies in Birmingham's parking system, with a particular focus on systems that have recently been put in place. We will evaluate Skidata traffic control equipment in Birmingham's parking structures and Duncan Liberty Smart Meters on-street and will provide strategies to prioritize the best use of these systems for the City and its partners.

2.G Signage and Wayfinding

Parking signage, including wayfinding for both drivers and pedestrians, is especially important to the successful use of a parking system. Our team, led by MKSK on this subtask, will document and evaluate existing signage and wayfinding in order to decipher strengths and deficiencies, both in the public realm and within the parking facilities themselves. We will focus our planning level analysis on key characteristics of an effective system, including location, accuracy, clarity, and (if appropriate) enforceability.

2.H Service Agreements & Operational Practices

The complexities of operating parking facilities are often best handled by a third-party manager. Effective contracts and management agreements can significantly impact the ability of a facility owner to get the service they need from these relationships. Our team, led by Dixon for this subtask, will conduct a thorough review of current operations agreements, including evaluation of the company's original proposal and services contract to validate performance. Our team's experience with operations & management best practices will be of particular importance in this area. Input from City officials responsible for coordination with the contractor will be sought and interviews with the contractor will be conducted, as appropriate. This feedback will provide the necessary foundation to develop recommendations for long-term operational policies and procedures, including enforcement, maintenance, revenue reconciliation, and development of performance measures.

2.I Management Practices for Electric Vehicles

As ownership of electric vehicles continues to rise, the City's approach to EV charging stations will be an important factor in supporting local adoption and accommodation of EV drivers who live, work, or visit Birmingham's CBD. Nelson\Nygaard's expertise in municipal approaches to EV charging infrastructure will be utilized to review and evaluate Birmingham's existing policy and conditions.

Deliverables:

- Existing Conditions Report – Key Findings, Organized by Sub-Task, in Text, Graphics & Maps



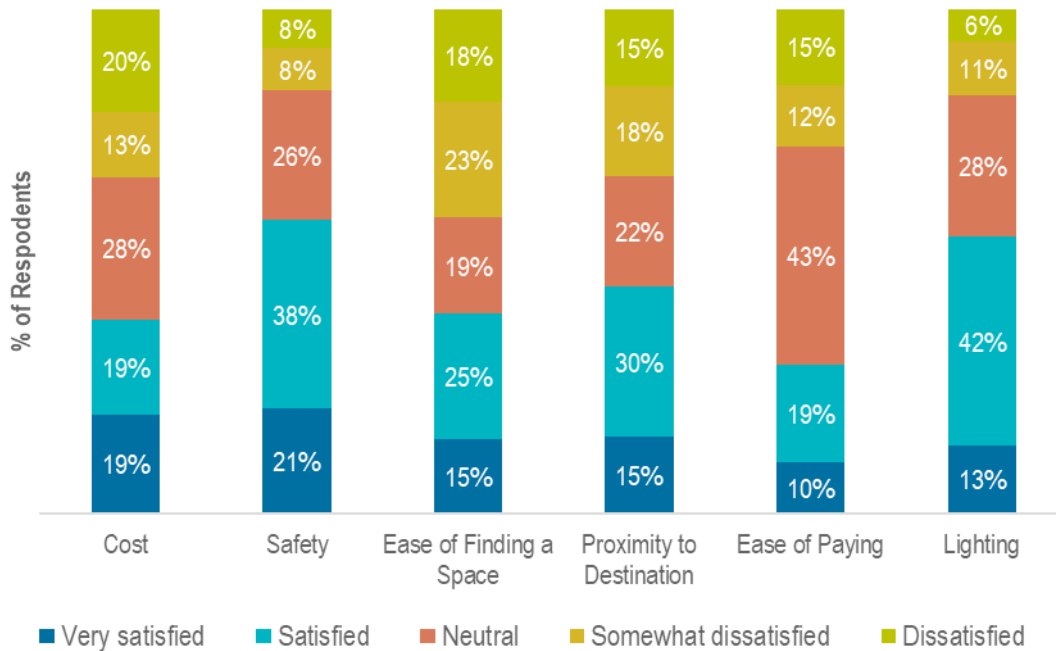
Hearing from residents, employees, customers, visitors, commuters, and others on the day-to-day and seasonal issues helps to paint a more complete picture.

TASK 3 COMMUNITY ENGAGEMENT

3.A Community Survey

In addition to recurring coordination meetings and two meetings with the City's Parking Advisory Committee, the team will conduct a community survey and facilitate a stakeholder meeting. We propose that this meeting take place in the afternoon, followed by a public session that same evening. The community survey will enable us to introduce the project to the broader public and gather preliminary information from stakeholders on their concerns with the downtown parking system. We recognize that parking utilization data alone does not tell the whole story of the parking situation. Hearing from residents, employees, customers, visitors, commuters, and others on the day-to-day and seasonal issues helps to paint a more complete picture.

To gain a better understanding of the way parking is used in downtown Birmingham, we propose a short online user survey, accessible from the City's website, local newspapers, email lists, social media outlets, and other sources as identified by the City and its partners. The survey will address end-user issues, such as demographic information, parking location preference, distance traveled, purpose of visit, perception of parking costs and price sensitivity, and awareness of alternate parking locations or mode choices. Assuming that the majority of respondents will participate electronically, we will plan to use the Survey Monkey tool. Provisions will be made with the City to maximize publicity and participation, as well as to coordinate any direct distribution of surveys to stakeholders. Based on our team's experience on several other projects with the City, we propose spending a day going door to door to discuss parking and hand out invitations to the website and public session.



Sample community survey chart of satisfaction with downtown parking experience

3.B Focus Group Discussions

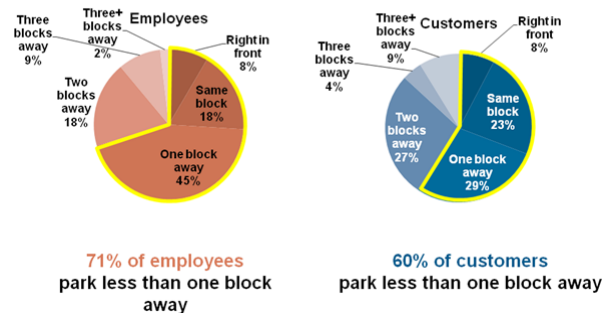
Conduct a day-of focus group discussions to seek input on parking issues from key stakeholder groups. Focused discussions with key stakeholder groups provide material to deepen the team’s understanding of critical parking issues and opportunities. The dialogue-based approach of these interviews also provides a unique opportunity to further explore issues and opportunities, and thus further refine a common understanding of improvement challenges and opportunities.

The final set of groups will be identified at or prior to the kickoff meeting, but are likely to include business owners and employees, downtown and citywide residents, developers and property owners, and any advocacy organizations focused on downtown, transportation, sustainability, etc.

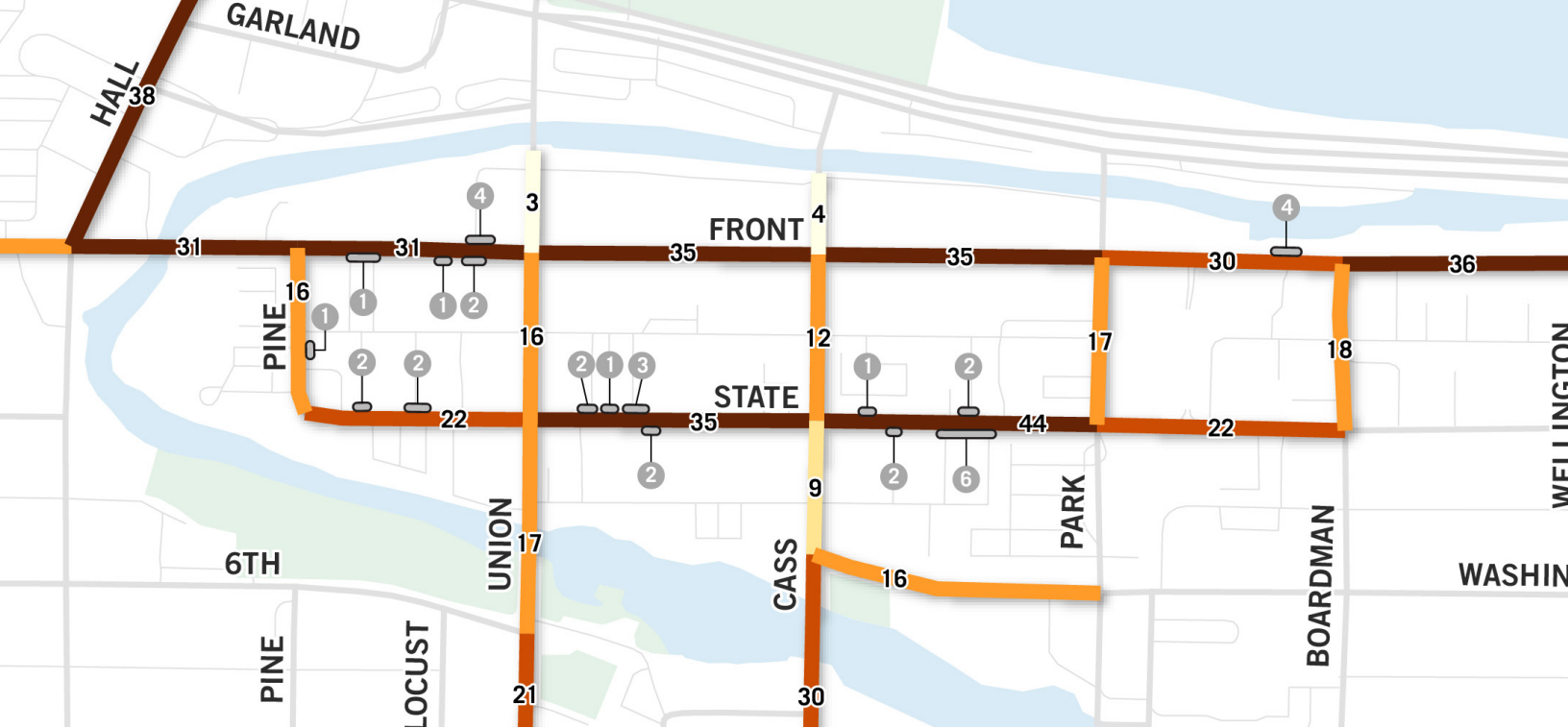
Deliverables:

- Technical Memorandum: Community Engagement Findings Summary
- Technical Memorandum: Key Issues & Opportunities Summary (Based on Task 2 and 3 Findings)

Employees Park Closer to their Destination than Customers



Sample survey of employees and customers



Excess curb cut map from the Traverse City Downtown Parking Study showing redundant curb cuts (grey bars) and estimated lost on-street capacities (grey circles)

TASK 4 STRATEGY DEVELOPMENT

4.A Best Practices Survey

A survey of best practices will be compiled to address the findings outlined in the Key Issues & Opportunities technical memo. These practices will be selected from case study resources, compiled through our national practice in completing downtown and urban parking management studies, and carefully selected for relevance to Birmingham’s CBD and parking system. The survey will cover all aspects of the Existing Conditions Assessment, as well as additional issues and opportunities that arise through the community engagement process.

Deliverables:

- [Technical Memorandum: Best Practices Survey](#)

4.B Capacity-Expansion Strategies

Our team will identify opportunities to create additional public parking supply. In past, comparable studies, this has included the following.

- Adding on-street spaces, including recapturing spaces from superfluous curb cuts, as well as any opportunities to convert to angled parking spaces
- Converting existing surface facilities to structured parking
- Joint development opportunities
- Developing zoning strategies to provide opportunities for private development to fund public-parking expansion

We will work with City staff to assess the viability of each option based on relative feasibility, estimates of how much new parking could be created/acquired, relative cost per new space gained, and timeline for implementation.

A more cost-effective, short-term strategy for expanding parking opportunities may be to create more “effective capacity” among existing facilities. Our team will assess opportunities to make existing spaces more effective, including the following:

- Public Valet, which operates independent of any particular downtown destination to greatly expand the capacity of curbside spaces and improve utilization of off-street facilities
- Shared parking arrangements with and between private-facility owners/managers, particularly during evenings, weekends
- Adjusting curbside regulations to make more spaces more viable for more users, including “time of day” strategies that seek to reduce peak overlaps between competing curbside functions

4.C Demand Management/Reduction

Our team will identify opportunities to manage demand to make the most use of existing resources and reduce overall parking demand, while supporting continued economic growth and civic vitality. Recommended strategies will be based on best practices that have reduced parking demand—and made parking more consistently accessible—in comparable locations.

Of particular focus will be opportunities to improve access to short-term parking options in commercial and mixed-use areas, including access to “front door” curbside spaces when demand is highest, and improving the process of finding available alternatives when availability is constrained. This is likely to be approached through a combination of demand-management strategies, such as “tiered” pricing, to redistribute parking demand more evenly across on- and off-street options, and information design and technology solutions to reduce the need to “hunt” for available spaces.



Early morning loading zones transition to afternoon and evening parking to expand curb capacities.

Our team will also assess opportunities to reduce parking demand, by improving means of accessing the area by foot, bike, transit, and other driving alternatives. Our experience has shown that, in most communities, there are small but significant segments of the population that are interested in these options, and may need just a few, tactical improvements, such as bike parking, rideshare assistance, or transit discounts, to shift away from driving and parking. Where this has been true, these improvements are much less costly than parking construction, and can offer significant co-benefits such as more active local sidewalks, better transit service, and safer streets.

4.D Operations and Technology

Our team will outline key best practices for urban parking management to complement and optimize individual strategies, with a particularly focus on increasing the efficiencies and benefits of existing public parking resources. These strategies will focus on right-fit operational best practices and technological resources that can create a better parking experience in downtown Birmingham, while optimizing the effectiveness and capacity of existing parking (and curbside loading) supplies.

Deliverables:

- [Technical Memorandum: Potential Strategies Overview](#)

TASK 5 PRESENTATION OF FINAL REPORT

Our team will work with Birmingham to review the strategies developed in Task 4 and synthesize final recommendations, backed by task deliverables, into a cohesive, practicable and effective set of recommendations that can be put into use by City officials, their partners and other stakeholders in the CBD. The recommendations and strategies that we present will represent a realistic, ambitious and sustainable road map to guide the City as it addresses current and projected parking and travel demand, while simultaneously enhancing downtown mobility and supporting economic growth.

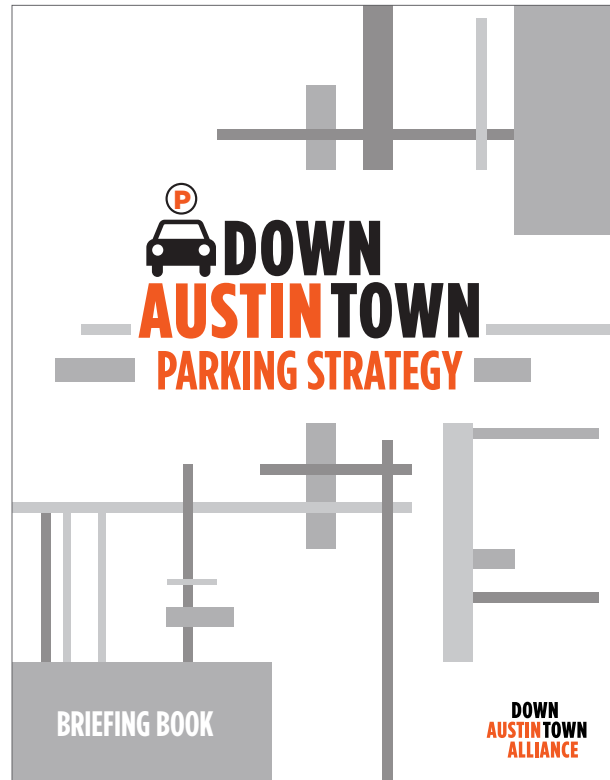
The recommendations and strategies will be shared with the Advisory Parking Committee as part of the second meeting with that group. Feedback will be incorporated into a draft Final Report, which will be delivered to the City and revised based on a single set of consolidated comments. Once completed and approved, the Final Report will be presented to the City Commission for final approval.

Deliverables:

- Draft and Final Report

Presentation:

- Presentation to the City Commission



We produce highly graphic final reports that are accessible to a wide audience.

Project Schedule

		2018																					
		March				April					May				June				July				
Task	Description	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	2	9	16	23	30
1	Project Initiation and Coordination																						
1.1	Kickoff Meeting and Coordination Calls	M		M		M		M		M		M		M		M		M		M			
2	Existing Conditions Assessment																						
2.1	Review of Planning Context																						
2.2	Parking Supply																						
2.3	Parking Demand																						
2.4	Rate Structures																						
2.5	Regulations, Practices, and Strategies																						
2.6	Technology Development																						
2.7	Signage and Wayfinding																						
2.8	Service Agreements and Operational Practices																						
2.9	Management Practices for Electric Vehicles																						
3	Community Engagement Process																						
3.1	Community Survey																						
3.2	Focus Group Discussions																						
4	Strategy Development																						
4.1	Best Practices Survey																						
4.2	Capacity-Expansion Strategies																						
4.3	Demand Management Reduction																						
4.4	Operations and Technology																						
5	Presentation of Final Report																						
5.1	Presentation of Final Report																						

4

References

We are proud of our record of positive relationships with our clients.

Nelson\Nygaard References

Ann Arbor Downtown Parking and TDM Study

Amber Miller, Planner
734-997-1352
amiller@a2dda.org

Marquette Downtown Parking Plan

Mona Lang, Executive Director
906-228-9475
mlang@downtownmarquette.org

Moving Greater University Circle Transportation and Mobility Plan

Debbie Berry, VP of Planning and Development
216-791-3900
dberry@universitycircle.org

A

Full Resumes

Thomas M. Brown

Principal



Urban parking management has been a special focus during Tom's 10+ years at Nelson\Nygaard. In his experience, nothing undermines the best of planning and design efforts as quickly or significantly as failing to get the parking right. Getting it right, however, invariably involves negotiating challenging and consequential tradeoffs. Years of engaging diverse, passionate, and thoughtful stakeholders on all aspects of parking, in a wide variety of contexts and opportunity-environments, has afforded Tom the capacity to offer his clients a clear assessment of best-available options, the essential pros and cons of each, and a viable path forward in serving transportation, growth, and broader community goals and objectives.

EDUCATION

M.S., Urban Planning, Hunter College, New York, NY, 1991

B.A., History, Ohio State University, 2004

EXPERIENCE

Nelson\Nygaard Consulting Associates, Inc.

Principal, 2004–Present

- **Moving University Circle – Parking Phase, University Circle Incorporated, Cleveland, OH (2014).** Lead the Parking Study phase of this multimodal mobility plan that encompasses several medical, educational and cultural anchor institutions in Cleveland. The parking phase identified several opportunities to gain parking efficiencies as well as assuring a adequate supply to meet the neighborhood, business, and institutional needs. By focusing on a small set of transformation improvement opportunities, the resulting Parking Management Plan outlines the first steps in a path toward a coordinated, district-level management approach that will make the area easier to access, generate greater walking activity between local destinations, and provide greater mobility options for commuters and residents.
- **Downtown Parking Study, Marquette, MI (2012).** Completed inventory and utilization surveys to determine the sufficiency of on- and off-street capacities to meet current and anticipated parking demand. Completed extensive stakeholder outreach (focus groups, online survey, intercept surveys). Assessed pedestrian mobility networks in support of a park-once management approach, as well as a review of multimodal options for reducing overall parking demand. Outlined an extensive series of recommendations for prioritizing on-street parking access, recapturing lost on-street capacity, simplifying regulation of off-street resources, and selecting the most advantageous among several joint-development opportunities to convert surface parking into mixed-use parking structures.
- **Downtown Parking Study, Metuchen, NJ (2013–2014).** Project Manager, led a parking study focused on greater management coordination between modest curbside parking resources and ~1,500 off-street spaces, which have historically been focused on serving the town's commuter rail station. Lack of curbside availability during peak shopping and dining periods had been generating pressure to build more off-street parking, despite hundreds of off-street spaces sitting empty in already existing facilities at these times. Tom led NN in the development of coordinated demand-management strategies to make existing resources more apparent and accessible, including a particular focus on maintaining peak-hour availability among curbside spaces. Tom also developed a full set of parking requirements and standards to create a new, downtown zoning district, focused on facilitating in-fill development and financing shared, public parking to support this growth.
- **Mobility Study, New Haven Parking Authority, New Haven, CT (2014).** Project Manager, leading a team of four firms in developing mobility-improvement and parking-demand reduction strategies for the City's parking authority. The study area was focused on an area of central New Haven that has long been overburdened with auto infrastructure—including a majority of the City's parking assets, as well as a never-completed, cross-downtown freeway that separates the Hill to Downtown area from the main Yale campus and downtown New Haven. The study focused on opportunities to enhance walking, cycling, and transit mobility to improve the lives of this area's residents and stakeholders, by reducing commuter traffic, reconnecting to downtown, and attracting new investment as outlined in a 2013 community plan. As a significant co-benefit, these options are projected to potentially save nearly \$100M in parking construction costs by 2025.

- **Downtown Parking Study, Huntington, NY (2012–2013).** Led downtown parking study to determine the sufficiency of on- and off-street capacities to meet current and anticipated parking demand. Began by measuring existing resources, then reviewing options to extract their full benefits before investing in any new supply construction. Options reviewed included: off-peak sharing of private facilities, reducing parking demand through multi-mobility investments, raising awareness of and incentivizing use of under-utilized resources. The final recommended parking management plan focused on creating a tiered pricing system for on-street parking, designed to relieve parking constraints now common in the downtown core; and shifting long-term and commuter demand into off-street lots, while ensuring that latent demand for better walking, cycling, and transit access is met through low-cost investments in improved street crossings, more bike parking, and coordination with the regional TMA.
- **Downtown Parking, Circulation and Streetscape Study, Vineland, NJ (2009–2011).** Lead a multi-firm review of parking, circulation, and streetscape conditions within downtown Vineland to develop a set of strategies to cultivate a park-once environment along historic Landis Avenue. By highlighting opportunities and strategies to make existing City parking assets more accessible and attractive, the study resulted in the cancellation of a planned, multi-million dollar parking garage, and reinvestment in better circulation and walking conditions.
- **Parking and TDM Planning, Stevens Institute of Technology, Hoboken, NJ (2013).** Project Manager, leading NN's NYC office in providing ongoing parking and Transportation Demand Management analysis and strategy development in support of Stevens' Campus Master Plan development and implementation. Outlined opportunities to reduce drive-alone commute rates among students, faculty, and staff to reduce current/future parking demand, and to regain campus real estate from existing surface parking lots. Currently serving as interim TDM Coordinator, to implement a final set of Parking and TDM Plan strategies in a phased approach to maximize synergies with CMP implementation.
- **moveDC Long Range Transportation Plan, Washington, DC (2013–2014).** Lead parking analyst and co-author of parking-management elements of moveDC, the District's 30-year Long Range Transportation Plan. After extensive community outreach, the plan outlines a commitment to achieving Washington DC's goals of livability, environmental sustainability, and economic competitiveness.
- **Curbside Management Study, Washington, DC (2013–2014).** Deputy project manager for comprehensive Curbside Management Study that provides a framework to guide future curbside parking management across the District of Columbia. The plan produced by this study will position Washington DC as one of very few major cities with a comprehensive, and prioritized, system for navigating the tradeoffs involved in regulating curbside access, and aligning regulations with broader transportation, livability, and sustainable-growth objectives.
- **Mobility Hubs for Tysons Corner, Fairfax County, VA (2011–2012).** Managed planning and design team in developing multimodal connection hubs at each of the four proposed Tysons Corner Silver Line Metrorail stations.
- **EPA Building Block Assistance Workshops: Parking Capacity Audits, (2012).** Led a series of EPA-funded workshops for seven communities, from Baton Rouge to Holyoke, MA. Designed workshops and leave-behind guides to provide a quick, repeatable assessment of critical demand/supply conditions in struggling, urban commercial centers.
- **Downtown DC BID Parking Study, Washington, DC (2011).** Led an analysis of curb-parking resources, utilization patterns, and strategic management options for the Downtown DC BID. Tasks included survey and survey-instrument design (including the development of guideline and instruction materials to support DBID's continued monitoring of on-street conditions), an assessment of curb-management technologies, and projections of market-price impacts on utilization levels and revenue.
- **The TOD Standard, Institute for Transportation and Development Policy (2011).** Lead author for Nelson\Nygaard in developing a comprehensive, international set of transit oriented development standards for ITDP, resulting in the publication of its TOD Standard manual. The Standard is an assessment, recognition and policy-guidance tool uniquely focused on integrating sustainable transport and land use planning and design. It is aimed at a broad range of urban development stakeholders, including governments, developers and investors, planners and designers, sustainable development advocates and interested citizens. <https://www.itdp.org/tod-standard/>

Christopher Bongorno

Senior Associate



Chris has more than 10 years of professional planning experience, working primarily in communities across Greater Cleveland and Southwest Ohio. Chris applies his detail-oriented and client-focused skill set to his extensive work in the fields of transportation and community planning, mixed-use and institutional development, and place and project management. He is dedicated to the communities in which he works and lives, serving multiple non-profit and civic roles in both Cleveland and Yellow Springs, Ohio.

EDUCATION

Master in Urban Planning, Design and Development, (concentration in Real Estate Development),
Cleveland State University, OH, 2007
B.S., Urban Studies, University of Cincinnati, OH, 2000
Graduated Summa Cum Laude; Distinguished Honors Scholar; Outstanding Senior

EXPERIENCE

Nelson\Nygaard Consulting Associates, Inc.
Senior Associate, 2018–Present

PREVIOUS EXPERIENCE

Bongorno Consulting LLC, Yellow Springs & Cleveland, OH
Owner/Principal, 2013–2017

- Planning and project management consultant to University Circle Inc.
 - Led planning and management of a district-wide Transportation & Mobility Plan
 - Secured more than \$1 million in support for planning and implementation of UCI's Transportation Action Plan, which includes capital, program, service, and demand management (TDM) improvements
 - Developed \$4 million member assessment model to support Place Management Services as part of UCI's 5-year Strategic Plan
- Planning subconsultant to OHMA advisors on West Carrollton "West Central Avenue Strategic Plan"
- General consultant to the Holden Parks Trust with a focus on strategic planning, project and account management
- Planning subconsultant to Studio Graphique (Guide Studio) on development of Old North Dayton neighborhood revitalization plan

University Circle Incorporated, Cleveland, OH
Director of Planning, 2006–2013

- Managed multiple University Circle design review committees
- Coordinated planning & implementation of \$7.12 million Euclid Gateway Vision plan
- Staffed the University Circle Planning & Real Estate Development Committee
- Coordinated efforts of the UCI Transportation & Infrastructure Task Force
- Coordinated permitting, installation and maintenance of a 95-sign pedestrian & vehicular wayfinding program
- Secured grants and managed four (4) NOACA Transportation for Livable Communities Initiative planning projects

ACTIVITIES / AWARDS / HONORS

- Trustee/Board Secretary – [Doan Brook Watershed Partnership](#) (2008 – Present)
- Board Vice President & Projects Advisory Committee Member – [Yellow Springs Home, Inc.](#) (2015 – Present)
- Founding Member – Yellow Springs Active Transportation Committee (2014 – Present)
- Member – Safe Routes to School – Ohio Network Complete Streets Action Team (2014 – Present)
- Member – Ohio Active Transportation Team (2016 – Present)
- Coordinator – International Walk & Bike to School Days – Mills Lawn School, Yellow Springs (2014 – Present)
- Member – Yellow Springs School Facilities Advisory Committee (2017)
- Chair – Cleveland Bike Share Task Force (2012 – 2014)
- Laid foundations for citywide bike share program that launched in 2016
- Chair – Franklin – West Clinton Design Review Committee (2010 – 2013)
- Board Member & Development Chair – [Cleveland Tenants Organization](#) (2010 – 2013)
- Mayor's Complete & Green Streets Task Force Member, Cleveland – (2011 - 2013)
- Developed Cleveland's Complete & Green Streets Policy
- Committee Member – Magnolia – Wade Park Design Review Committee (2012 – 2014)
- Positively Cleveland Connectivity + Wayfinding Task Force (2011 – 2013)
- Conducted research and provided design support for citywide wayfinding program
- Sustainable Transportation Action Team (STAT) Committee Member, Cleveland (2010 – 2013)
- Led advocacy effort that garnered \$4.5 in ODOT support for local bike/ped improvements
- LEED Accredited Professional – US Green Building Council
- Health Impact Assessment County Task Force Member (2011 - 2013)
- [Bike Cleveland](#) Member & Strategic Planning Design Team Representative (2011 – Present)
- Public Square Advisory Committee (2007 – 2009)
- Sustainable Development Pattern Steering Committee Member – City of Cleveland (2009 – 2010)
- Cleveland Bicycle Week Organizing Committee Member (2008 – 2010)
- Member – American Planning Association (1999 – Present)

Kevin Lucas

Associate



Kevin Lucas has over three years of experience in multi-modal transportation planning. He specializes in transportation research and policy, and has project experience in data collection and analysis, spatial analysis, and policy evaluation and formulation across multiple transportation sectors. Further, Kevin excels at bridging the divide between the practice and the public, and has produced graphics, maps, and documents to communicate quantitative, qualitative, and spatial data to stakeholders of all types, and has led and participated in public engagement activities across the nation.

EDUCATION

M.A., Town and Regional Planning, University of Sheffield, Sheffield, United Kingdom
B.A., Political Science, Western Illinois University, Macomb, IL

RECENT PROJECT EXPERIENCE

Nelson\Nygaard Consulting Associates Inc.
Associate, 2015–Present

Parking & Transportation Demand Management

- **Traverse City Transportation Demand Management Study, City of Traverse City (Traverse City, MI), 2016-2017**
Analyzed existing downtown parking supplies, regulations, and policies. Assisted in the production of recommendations on how to optimize curbside use, shared parking agreements, resident and employee permits, and enforcement practices throughout the downtown.
- **Downtown Shuttle Analysis (Asheville Comprehensive Parking Study), City of Asheville (Asheville, NC), 2016**
Designed the route, stop locations, and service characteristics of a network of conceptual shuttles connecting the city's key economic areas to each other, potential off-street parking facilities, and the city's primary transit system. Created materials for public workshop, stakeholder meetings, and city council presentation.
- **NYC Curbside Management & Parking Blueprint, (New York, NY), 2015-2017**
Analyzed the existing on-street parking supply, regulations, policies, and organizations to identify gaps between the stated goals of the Department of Transportation and its current operation. Assisted in the production of recommendations on how to optimize curbside use and operation across the city.
- **New Haven TDM Coordination, City of New Haven (New Haven, CT), 2015-2016**
Analyzed the existing state of employer-based TDM in the city. Developed recommendations for new city policies that would encourage and improve the success of employer-based TDM programs in the city.
- **Park New Haven Shuttle Study, Park New Haven (New Haven, CT), 2015-2016**
Designed the route, stop locations, and service characteristics of a conceptual shuttle that would consolidate several of the existing shuttles operating in the city, and connect the city's key economic areas, and key campus locations of Yale University, to New Haven Union Station.
- **Grand Rapids Vital Streets Plan, City of Grand Rapids (Grand Rapids, MI), 2016**
Conducted best practice research of parking regulations and policies in "snow cities" in the US, and assisted in the formulation of policy and operations recommendations related to parking in winter months.
- **Downtown Parking Study, Town of Darien (Darien, CT), 2015**
Conducted extensive project research and analysis, produced and edited several sections of the project's reports, contributed to the design of the project survey, assisted in stakeholder meetings, and conducted area-analysis field work.

- **Quinsigamond Plaza Zoning Analysis, Forecast Shrewsbury LP (Shrewsbury, MA), 2015**
Conducted a thorough review of zoning regulations in multiple cities and towns to identify trends related to parking requirements.

Multimodal & Active Transportation

- **New Rochelle Complete Streets, City of New Rochelle (New Rochelle, NY), 2016-2017**
Contributed to stakeholder meetings and other public engagement activities including walking audits. Planned and led in-the-field data collection efforts. Conducted research and analysis to produce existing conditions and capital procurement reports.
- **Fayetteville Downtown Multimodal Plan, City of Fayetteville (Fayetteville, AR), 2016**
Organized and led a series of seven public-engagement workshops in multiple locations throughout the city, and analyzed results of public input. Participated in stakeholder activities. Conducted extensive research and analysis to produce existing conditions reports, and recommendations for all travel modes.
- **PlaNYC Update Support, New York City Department of Transportation (New York, NY), 2015-2016**
Researched, composed, and edited several extensive detailed best-practice reports (including expanding the physical and cultural bicycle network, governance and technology of car-sharing, and pricing and enforcement for performance-based parking) to inform updates to the city's primary strategic plan.
- **Public Square/Downtown Transportation Study, City of Cleveland (Cleveland, OH), 2015**
Conducted research and produced detailed best practices reports. Analyzed and reported data from multiple community input efforts including surveys, workshops, and wikimapping.

Transit

- **Westchester County Routes 7 & 13, Westchester County Department of Public Works & Transportation (Westchester County, NY), 2015-2016**
Organized and participated in on-the-ground data collection, including managing a team of temps, to collect origin/destination data over multiple days.

PREVIOUS EXPERIENCE

Association of Pedestrian and Bicycle Professionals

- Fellow, 2014 – 2015

PROFESSIONAL MEMBERSHIPS AND AFFILIATIONS

- Association of Pedestrian and Bicycle Professionals
- Congress for the New Urbanism

BRAD STRADER, AICP, PTP

Principal, Transportation Planner

MKSK

BRAD ADVOCATES LINKING LAND USE WITH MULTI-MODAL TRANSPORTATION AND DESIGN TO CREATE VIBRANT PLACES.

Brad has more than 34 years comprehensive experience in a wide variety of community planning and transportation planning projects. He has applied his expertise in circulation and parking to downtown, district, healthcare and institutional campus plans. His expertise working as an on going consultant to municipalities allows him to help clients successfully navigate the site plan approval process with cities and agencies. Brad is a frequent lecturer on planning, zoning, transportation and placemaking topics at state, regional and national conferences and training webinars.

PROJECT EXPERIENCE

City Multi-modal Transportation Consulting

Birmingham, Michigan

Downtown Detroit Mobility & Accessibility Plan

Detroit, Michigan

East Grand Rapids Master Plan and Parking Study

East Grand Rapids, Michigan

Traverse City Parking & Traffic Demand Management Study

Traverse City, Michigan

Downtown Multimodal & Circulation Plan

Midland, Michigan

Experience Prior to MKSK:

Downtown Plan and Parking Structure Analysis

Birmingham, Michigan

Triangle District Parking Evaluation and Structure Locations

Birmingham, Michigan

Downtown Parking and New Structure Analysis

Findlay, Ohio

Berkley Parking Study

Berkley, Michigan

Downtown Parking and Circulation Plan

Crown Point, Indiana

Downtown Parking Strategic Plan

Berkley, Michigan

Downtown Parking Study

Romulus, Michigan

EDUCATION

Michigan State University,

B.S., with Honors, in Urban Planning, 1983

REGISTRATION

Fellow, Institute of Transportation Engineers (FITE)

ITE Certified Professional Transportation Planner (PTP)

American Institute of Certified Planners

PROFESSIONAL AFFILIATIONS

American Planning Association

Transportation Research Board (TRB) Access Management Committee

ITE: Transportation Planning Council Executive Committee

Chair, TOD Parking Task Force, Parking Council, Complete

Streets Council



MKSKSTUDIOS.COM

LAUREN CARDONI

Urban Planner / Transportation Planner

MKSK

LAUREN COMBINES EXPERIENCE IN ADVOCACY AND OUTREACH WITH A PASSION FOR TRANSFORMING STREETS INTO GREAT PLACES TO HELP COMMUNITIES BUILD CONSENSUS AROUND THEIR TRANSPORTATION FUTURES.

Lauren has a history of working on projects of various scales, managing multi-disciplinary teams to develop solutions unique to each place. She draws from a background in urban design, transportation planning, and landscape architecture to translate conceptual ideas and technical data into compelling and relatable materials. Prior to joining MKSK Lauren worked in transportation planning on a national level, gaining experience working with communities of all different sizes and contexts and helping them to create more sustainable transportation systems.

EDUCATION

Georgia Institute of Technology,
Master of City and Regional Planning, 2013
University of Georgia,
Bachelor of Landscape Architecture, 2011

CERTIFICATION

LEED Green Associate

PROFESSIONAL AFFILIATIONS

Association of Pedestrian and Bicycle Professionals

BOARDS, COMMISSIONS & PROFESSIONAL ACTIVITIES

Open Streets Columbus

PROJECT EXPERIENCE

Downtown Detroit Mobility & Accessibility Plan

Detroit, Michigan

East Grand Rapids Master Plan and Parking Study

East Grand Rapids, Michigan

Traverse City Parking & Traffic Demand Management Study

Traverse City, Michigan

Downtown Master Plan and Parking Study

Monroe, Michigan

Shaping the Avenue Corridor Plan

Lansing, Michigan

I-94/M-43 Planning and Environmental Linages Study

Kalamazoo, Michigan

Hillcrest Regional Multimodal Plan

South Euclid, Lyndhurst, Mayfield Heights, Ohio

Experience Prior to MKSK:

Connect Columbus Multimodal Plan

Columbus, Ohio

Columbus State Community College Parking Strategy

Columbus, Ohio

South First Street Complete Street Study

Miami, Florida

Williams Drive Corridor Transportation Study

Georgetown, Texas



JULIE DIXON – Principal Consultant



Julie Dixon is the President and Founder of Dixon Resources Unlimited, a woman-owned business, focused on providing parking consulting services to municipalities. With over 26 years of experience in parking and transportation management, Julie built her firm to provide ‘best in class’ municipal parking solutions across a broad spectrum of areas including operations management, technology, customer service, enforcement, citation processing, field maintenance, financial reporting, procurement and integrated solutions. Since its inception in 2012, DIXON has garnered an impressive client list.

PROFESSIONAL EXPERIENCE

Julie began her career as the first parking enforcement officer for the Santa Barbara County Sheriff’s Department. As her career path evolved, Julie directed and managed all aspects of various complex transportation programs, including both the City and County of Los Angeles Automated Enforcement Programs, the City and County of San Francisco Parking Meter Counting, Collections and Management System and the City of Los Angeles Parking Meter Collections Program.

She has been responsible for establishing policies, defining objectives and delivering on initiatives for municipalities of all sizes, working at all levels within the administration, enforcement and adjudication processes and has been solicited to present at a variety of parking industry events regarding her project experiences. She has extensive knowledge and hands-on experience with the solicitation, development, deployment, operation, and maintenance of solutions ranging from municipal parking programs to automated enforcement systems.

Our relevant experience includes Julie’s direct involvement with the San Francisco Municipal Transportation Agency (SFMTA) for the internationally-recognized *SFpark* program. *SFpark* was the first parking project in the United States to evaluate both on-and off-street parking technology and policies and their direct impact on congestion mitigation in the City. Using real-time information to determine parking availability, *SFpark* successfully implemented a demand-responsive pricing model that continues to be evaluated and debated throughout the parking industry. She was directly responsible for the development of specifications, solicitations, contract negotiations and technology integration/implementation oversight. This extensive experience will bring a direct benefit to the City.

In addition, beginning in 2007, Julie supported two of the largest U.S. parking programs; the City of Los Angeles and the City and County of San Francisco, and the customer-service-based parking enforcement program for the City of West Hollywood. Julie has been engaged in all levels of the parking programs, including the collection and reconciliation for more than \$80M in annual parking meter revenue with a reconciliation rate consistently over 99.99%. Accustomed to a mixture of technologies, both old and new, she supported the extensive documentation and procedures necessary to be accountable for and manage over 60,000 parking meters in Los Angeles and San Francisco.

Considering the volume of collections and revenue counted, Julie has faced multiple security issues and revenue anomalies. Each municipality is unique, but she knows what to look for and how to outline a program that recognizes irregularities or variances as a standard practice. Regardless of project size, documentation, procedure and accountability are the keys to successful revenue and enforcement program and the lessons learned from these programs can be adapted for the needs of the City.

One of DIXON's primary business objectives is to define and recommend the parking and transportation technology roadmap for the municipalities that we support which is consistent with the overall objectives of the RFP. Since founding DIXON in 2012, Julie has been focused on coaching municipalities through the operational and technology assessments and implementation and procurement processes. Julie is responsible for the overall management of each project for the DIXON team and prides herself on being labeled the "Parking Coach." Each municipality is unique, but she knows what to look for and how to outline a program that recognizes irregularities or variances as a standard practice. You won't find another consultant that had a more well-rounded and operational understanding of City's needs.

JENNIFER RENTZ – Associate



Jennifer Rentz is an Associate Consultant with expertise in leading large-scale projects, technology initiatives and operations management. With fourteen years' experience in the parking industry, she brings a wealth of knowledge regarding industry best practice and customer service to assist our clients.

PROFESSIONAL EXPERIENCE

Since joining DIXON, Jennifer has provided vendor evaluations for the City of Palo Alto's parking citation and permit management needs which will result in the development of a specification that is customized for the City's program needs. Jennifer is also supporting a parking study for the City of Alameda, which was commissioned to evaluate the City's enforcement, citation processing, parking infrastructure, and technology. She is also collaborating on the DIXON financial modeling tool to incorporate parking enforcement revenue and cost projections.

She is the project manager for Seal Beach where she is responsible for enhancing and advancing the current parking technology and operations solution. In addition to managing a variety of vendor technology trials, she has reviewed the existing municipal ordinances and provide recommended changes that will ensure the ongoing operational needs of the downtown community. Jennifer also complete a comprehensive signage assessment that is anticipated to introduce an improved wayfinding solution for the City. Her skills and experience are particularly valuable for clients engaging in technology upgrades, vendor assignments and ongoing operational procedures.

Jennifer has the unique opportunity to influence and transform the legacy residential parking permit (RPP) program in Oak Park, Illinois. This neighboring suburb of Chicago has a RPP program that has evolved into a management nightmare. With more than 120 permit regulations that have distorted over the last 80 years, Jennifer is leading the effort to introduce a fresh perspective to permit management within this impacted community. Through policy development, stakeholder engagement and political consultation, she has developed an integrated and customer friendly plan that will begin as a pilot program in January 2018. This is the type of out-of-the-box approach that our team brings to our clients.

Prior to joining DIXON, Jennifer served as Executive Vice President of West Coast Operations for Complus Data Innovations, Inc., a parking citation management firm. In her role with Complus, Jennifer was responsible for oversight of the company's west coast office with responsibility for staff, client relations, revenue generation and administration. She also oversaw research and development of new mobile technology features and integrations. She has worked directly with over 150 cities, towns, villages, universities and private operators to help strategize parking procedures, maximize revenue, and implement the latest in parking technologies. Jennifer has PMP (Project Management Professional) certification, a Bachelor's degree in Marketing Management and coursework in the field of Data Science. She was recently named one of National Parking Association's "40 Under 40" in the parking industry and has been an active member of International Parking Institute's Technology Committee for the past six years.

B

Cost Proposal

ATTACHMENT C - COST PROPOSAL
For PARKING CONSULTANT SERVICES

In order for the bid to be considered valid, this form must be completed in its entirety. The cost for the Scope of Work as stated in the Request for Proposal documents shall be a lump sum, as follows:

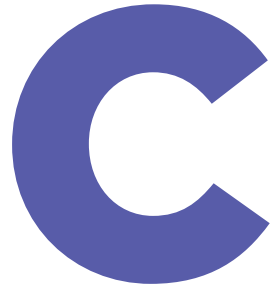
Attach technical specifications for all proposed materials as outlined in the Contractor's Responsibilities section of the RFP (p. 6)

COST PROPOSAL	
ITEM	BID AMOUNT
TOTAL BID AMOUNT	\$ 90,442
ADDITIONAL BID ITEMS	
	\$
	\$
GRANDTOTAL AMOUNT	\$ 90,442

Firm Name Nelson\Nygaard Consulting Associates, Inc.

Authorized signature  Date 1/23/2018
Paul Jewel, Managing Director

	NelsonNygaard Labor Costs										Subconsultant Costs																							
	Thomas Brown	Chris Bongorno		Kevin Lucas	GIS Analyst			MKS K			DIXON																							
		Principal 1	Senior Associate 1					Brad Strader	Lauren Cardoni		Julie Dixon	Jennifer Rentz																						
	Base Rate	60.61	50.51	33.67	37.04					MKS K Labor			DIXON Labor			Total Subconsultants Labor Hours	Total Subconsultants Labor Costs																	
	Overhead	103.04	85.87	57.24	62.97																													
	Profit	16.36	13.64	9.09	10.00					NN Labor																								
	Total Billing Rate	\$180.00	\$150.00	\$100.00	\$110.00	Hours	Cost	\$190.00			\$102.00			Hours	Cost								\$195.00	\$125.00	Hours	Cost	Total Subconsultants Labor Hours	Total Subconsultants Labor Costs	Total Labor Hours	Total Labor Costs	Total Travel Expenses	Total Misc. Expenses	Total Direct Expenses	Total Costs
Task	Description																																	
1	Project Initiation and Coordination																																	
1.1	Kickoff Meeting	4	4			8	\$1,320	4		4	\$760	8	8	16	\$2,560	20	\$3,320	28	\$4,640				\$4,640											
1.2	Bi-Weekly Project Coordination Meetings	8	8			16	\$2,640	4	4	8	\$1,168	4	4	8	\$1,280	16	\$2,448	32	\$5,088				\$5,088											
	Task Total	12	12	0	0	24	\$3,960	8	4	12	\$1,928	12	12	24	\$3,840	36	\$5,768	60	\$9,728	\$3,000	\$0	\$3,000	\$12,728											
2	Existing Conditions Assessment																																	
2.1	Review of Planning Context	4	16	16	4	40	\$5,160	4	8	12	\$1,576	4	8	12	\$1,780	24	\$3,356	64	\$8,516				\$8,516											
2.2	Parking Supply	8	8	8	4	28	\$3,880			0	\$0			0	\$0	0	\$0	28	\$3,880				\$3,880											
2.3	Parking Demand	8	8	16	8	40	\$5,120			0	\$0			0	\$0	0	\$0	40	\$5,120				\$5,120											
2.4	Rate Structures		2	4		6	\$700			0	\$0			0	\$0	0	\$0	6	\$700				\$700											
2.5	Regulations, Practices, and Strategies		2	4		6	\$700			0	\$0	4	8	12	\$1,780	12	\$1,780	18	\$2,480				\$2,480											
2.6	Technology Development		2			2	\$300			0	\$0	8	16	24	\$3,560	24	\$3,560	26	\$3,860				\$3,860											
2.7	Signage and Wayfinding		2	4		6	\$700	8	16	24	\$3,152	2	2	4	\$640	28	\$3,792	34	\$4,492				\$4,492											
2.8	Service Agreements and Operational Practices		2			2	\$300			0	\$0	4	16	20	\$2,780	20	\$2,780	22	\$3,080				\$3,080											
2.9	Management Practices for Electric Vehicles		2	4		6	\$700			0	\$0	4	4	8	\$1,280	8	\$1,280	14	\$1,980				\$1,980											
	Task Total	20	44	56	16	136	\$17,560	12	24	36	\$4,728	26	54	80	\$11,820	116	\$16,548	252	\$34,108	\$0	\$0	\$0	\$34,108											
3	Community Engagement Process																																	
3.1	Community Survey	2	4	4		10	\$1,360	8	24	32	\$3,968	2		2	\$390	34	\$4,358	44	\$5,718				\$5,718											
3.2	Focus Group Discussions	4	8			12	\$1,920	16	24	40	\$5,488	8	8	16	\$2,560	56	\$8,048	68	\$9,968				\$9,968											
	Task Total	6	12	4	0	22	\$3,280	24	48	72	\$9,456	10	8	18	\$2,950	90	\$12,406	112	\$15,686	\$0	\$0	\$0	\$15,686											
4	Strategy Development																																	
4.1	Best Practices Survey	4	8	16		28	\$3,520	4	8	12	\$1,576	4	8	12	\$1,780	24	\$3,356	52	\$6,876				\$6,876											
4.2	Capacity-Expansion Strategies	4	4	8	2	18	\$2,340			0	\$0			0	\$0	0	\$0	18	\$2,340				\$2,340											
4.3	Demand Management Reduction	4	8	16		28	\$3,520	8	8	16	\$2,336			0	\$0	16	\$2,336	44	\$5,856				\$5,856											
4.4	Operations and Technology	2	2			4	\$660			0	\$0	8	16	24	\$3,560	24	\$3,560	28	\$4,220				\$4,220											
	Task Total	14	22	40	2	78	\$10,040	12	16	28	\$3,912	12	24	36	\$5,340	64	\$9,252	142	\$19,292	\$0	\$0	\$0	\$19,292											
5	Presentation of Final Report																																	
5.1	Presentation of Final Report	8	16			24	\$3,840	4	8	12	\$1,576	2	4	6	\$890	18	\$2,466	42	\$6,306				\$6,306											
	Task Total	8	16	0	0	24	\$3,840	4	8	12	\$1,576	2	4	6	\$890	18	\$2,466	42	\$6,306	\$0	\$0	\$0	\$6,306											
	TOTAL HOURS	60	106	100	18	284		60	100	160		62	102	164		324		608																
	TOTAL LABOR COST	\$10,800	\$15,900	\$10,000	\$1,980		\$38,680	\$11,400	\$10,200		\$21,600	\$12,090	12,750		\$24,840		\$46,440		\$85,120	\$3,000	\$0	\$3,000	\$88,120											
	GENERAL & ADMINISTRATIVE ON SUBCONTRACTOR COSTS						\$2,322											\$2,322				\$2,322												
	TOTAL COSTS										\$21,600				\$24,840		\$46,440						\$90,442											



Required Forms

ATTACHMENT B - BIDDER'S AGREEMENT
For PARKING CONSULTANT SERVICES

In submitting this proposal, as herein described, the Contractor agrees that:

1. They have carefully examined the specifications, terms and Agreement of the Request for Proposal and all other provisions of this document and understand the meaning, intent, and requirement of it.
2. They will enter into a written contract and furnish the item or items in the time specified in conformance with the specifications and conditions contained therein for the price quoted by the proponent on this proposal.

Paul Jewel

1/23/2018

PREPARED BY (Print Name)

DATE


AUTHORIZED SIGNATURE

Managing Director

pjewel@nelsonnygaard.com

Title

E-MAIL ADDRESS

Nelson\Nygaard Consulting Associates, Inc.

COMPANY

215 Park Avenue South, 6th FL
New York, NY 10003-1624

415-284-1544

ADDRESS

PHONE

Perkins+Will

NAME OF PARENT COMPANY

PHONE

410 N Michigan Ave, Chicago, IL 60611

312-755-0770

ADDRESS

ATTACHMENT D - IRAN SANCTIONS ACT VENDOR CERTIFICATION FORM
For PARKING CONSULTANT SERVICES

Pursuant to Michigan Law and the Iran Economic Sanction Act, 2012 PA 517 ("Act"), prior to the City accepting any bid or proposal, or entering into any contract for goods or services with any prospective Vendor, the Vendor must certify that it is not an "Iran Linked Business", as defined by the Act.

By completing this form, the Vendor certifies that it is not an "Iran Linked Business", as defined by the Act and is in full compliance with all provisions of the Act and is legally eligible to submit a bid for consideration by the City.

Paul Jewel

1/23/2018

PREPARED BY (Print Name)

DATE


AUTHORIZED SIGNATURE

pjewel@nelsonnygaard.com

E-MAIL ADDRESS

Managing Director

TITLE

Nelson\Nygaard Consulting Associates, Inc.

COMPANY

215 Park Avenue South, 6th FL
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415-284-1544

ADDRESS

PHONE

Perkins+Will

312-755-0770

NAME OF PARENT COMPANY

PHONE

410 N Michigan Ave, Chicago, IL 60611

ADDRESS

58-2592493

TAXPAYER I.D.#



Fwd: Pierce Street Fence

Pierre Boutros <pboutros@bhamgov.org>
To: Joseph Valentine <jvalentine@bhamgov.org>
Cc: ciam63@aol.com

Mon, Jan 29, 2018 at 10:06 AM

Good morning Christina,

I'm in receipt of your email. I had copied our city manager Joe Valentine on it.
We will make sure it will be shared with the rest of the commissioners.
Thank you for taking the time on writing and sharing your thoughts and concerns with us.

Regards,

Pierre Boutros
Birmingham City Commissioner

Begin forwarded message:

From: Christina Munro <ciam63@aol.com>
Date: January 25, 2018 at 11:00:05 AM EST
To: pboutros@bhamgov.org
Subject: Pierce Street Fence

Good morning Mr. Boutros,

Our mutual friend David Williams suggested I write to you regarding the City of Birmingham's fence ordinance. The property addresses in question are 1421 Pierce Street and 1415 Pierce Street. Please read my attached letter, and thank you for your time.

Regards, Christina

Christina Munro-Baldwin
ciam63@aol.com

3 attachments



SnowFence.jpeg
262K

 **Letter.pdf**
541K

 **AppraiserLetter.pdf**
29K

1421 Pierce Street
Birmingham, MI 48009
Tel: 248-790-1653
Email: ciam63@aol.com

January 25, 2018

Mr. Pierre Boutros, City Commission Member
City of Birmingham
151 Martin Street
Birmingham, MI 48009

Dear Mr. Boutros,

My name is Christina Munro-Baldwin, and I have lived at 1421 Pierce Street for nearly 23 years. In fact, I have lived on Pierce Street since I was 9 months old. My husband is John Baldwin. He has lived here since 2008.

Over a year ago our northern neighbor was granted a permit to install a six foot privacy fence along the length of her house and to extend a three foot fence on the property line as far as possible to the sidewalk. We have no objection to a privacy fence along her house as it would look much more attractive than what she currently has in place as you can see from the attached photo. This is her "snow fence" which the city allows to stay up 365 days a year.

If the three foot section of fence is installed almost to the sidewalk as proposed, we, and any visitors, will not be able to use our driveway in front of our house to exit and enter our vehicles in the usual manner. She was asked in a letter to set this portion back so we could continue to use our driveway like we have for 23 years. She has no intention of setting it back.

We cannot understand how the City of Birmingham, for all of its rules and regulations, allows this. Why would the ordinance allow a fence to abut a neighbor's property and clearly interfere with the "quiet enjoyment" to which all citizens are entitled? I have researched several surrounding communities' fence ordinances. Most do not allow front yard fencing. If they do, there is a setback rule to prevent any interference with a neighbors' property.

Anecdotally, we walk our dog all over our area. Of the few front yard fences we have seen, none prevent the neighboring property from using their driveway as it is meant to be used.

In 2009, we renovated our home, much to the chagrin of our northern neighbor. I am not going to go into the detail of how many complaints she made throughout that process and afterward. I will say this: all of her concerns about alleged damage to her property were corrected at significant cost to us.

We attempted to attend a council meeting in December with a presentation of our concerns, but were quickly told that this was not the forum for such matters. We were directed to City Manager Joe Valentine. We had a short meeting with him that evening and he got back with my husband the

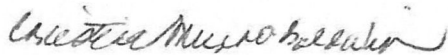
following day to let us know nothing could be done. The permit was approved. Even if the ordinance changed the next day, the permit would be grandfathered in.

We have resorted to legal action, based on the element of prescriptive easement, to prevent this fence from being erected. This is not something we wanted to do, but there is absolutely no reasoning with our neighbor. As part of the legal process, I had an appraiser come to our home to see what effect this would have on our property value. That letter is attached.

We would hope that the City would see this fence for what it is, and we are asking you to please bring this to the attention of your fellow council members and amend the fence ordinance in the City of Birmingham. While apparently nothing can be done for us, we think that this should not happen to someone else in the future. This has become a very ugly and costly situation that we believe could have been prevented through prudent review of her proposed project.

I look forward to speaking with you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Christina Munro-Baldwin".

Christina Munro-Baldwin

Property Valuation Group, LLC
1250 Library St.
Suite 32
Detroit, MI 48226
www.marketvaluenow.net

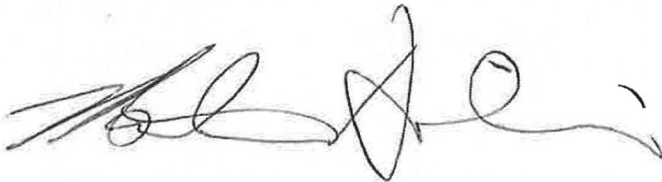
January 17, 2018

Christina Munro
1421 Pierce St
Birmingham, MI 48009

To Whom It May Concern,

This letter has been provided to comment on the effect of adding fencing along the northern property line of 1421 Pierce St. The addition of a fence at this property line would restrict access to automobiles. Occupants of vehicles parked on the driveway along this fence line would not have adequate room for entry and exit. Any restriction to driveway access and/or use, would adversely affect marketability. Therefore, an addition of a fence along this property line would adversely impact the market value of this property.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matthew Diskin', with a stylized flourish at the end.

Matthew Diskin
License # 1201070062





Williams Williams Rattner & Plunkett, P.C.
Attorneys and Counselors

380 North Old Woodward Avenue
Suite 300
Birmingham, Michigan 48009

Tel: (248) 642-0333

Fax: (248) 642-0856

Richard D. Rattner
rdr@wwrplaw.com

February 2, 2018

Birmingham City Commission
City of Birmingham
151 Martin Street
Birmingham, MI 48009

Re: Daxton Hotel Liquor License Request

Dear Birmingham City Commission:

The Daxton Hotel of 298 S. Old Woodward Avenue requests permission to obtain from the City a hotel-only Class C liquor license.

This license will be used by the Daxton to service its adult hotel guests, special event patrons, and bar and restaurant customers. Having a license at the Daxton would allow the hotel to compete in a very competitive market, and allows this new, first-class hotel to offer the best services to our citizens. Our area has numerous hotels and those that offer full services facilities are all licensed. Such hotels, include, by example, the Townsend in Birmingham, the Somerset Inn Troy, and The Kingsley Inn and CenterPoint Marriott in Bloomfield Hills. The license enables these hotels to offer special event services for weddings and parties, as well as to operate restaurants and bars within the hotels.

It is essential to provide hotel patrons and hotel guests with every amenity in order to ensure the success of the Daxton as a destination in Downtown Birmingham. The Daxton is a new development for Birmingham and will bring the unique design of a boutique hotel to Downtown. The hotel owners are investing considerable capital into the Daxton in order to develop it to the highest standards as a luxury property and point of destination. The Daxton will have a restaurant, bar and grill, wine bar, and retail establishments at street level, activating the block with pedestrian traffic, social engagement, and commerce.

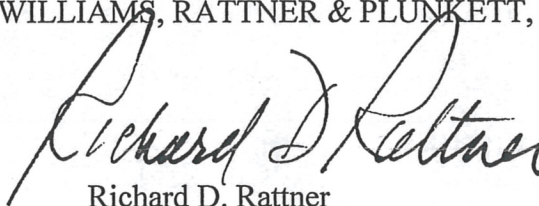
We ask the City to allow a hotel-only license, as it recently was able to do for theater-only licenses. Such hotel-only licenses would enable the City to place whatever controls it feels appropriate on the newly created license.

We respectfully request that the City find a way through a SLUP or some other vehicle to allow a "hotel-only" license. The SLUP procedure ensures that the City may control the licensed activity and attach reasonable conditions to the privilege of operating a first-class hotel in Birmingham.

Thank you for your consideration regarding this matter.

Very truly yours,

WILLIAMS, WILLIAMS, RATTNER & PLUNKETT, P.C.

A handwritten signature in black ink, appearing to read "Richard D. Rattner". The signature is fluid and cursive, with the first name "Richard" and last name "Rattner" being more prominent than the middle initial "D".

Richard D. Rattner

RDR/cmc

cc: Joseph A. Valentine
Jana Ecker



NOTICE OF INTENTION TO APPOINT TO THE CABLECASTING BOARD

At the regular meeting of Monday, March 12, 2018 the Birmingham City Commission intends to appoint three regular members to the Cablecasting Board to serve three-year terms expiring March 30, 2020. Applicants must be residents of the City of Birmingham.

Interested citizens may submit an application available at the City Clerk's office or online at www.bhamgov.org/boardopportunities. Applications must be submitted to the City Clerk's office on or before noon on Wednesday, March 7, 2018. These applications will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on the appointments.

Duties of the Cablecasting Board

- 1) Advise the municipalities on matters relating to cable communications;
- 2) Monitor the franchisee's compliance with the franchise agreement and the cable communications ordinance;
- 3) Conduct performance reviews as outlined in Chapter 30, Article VII of the city code;
- 4) Act as liaison between the franchisee and the public; hear complaints from the public and seek their resolution from the franchisee;
- 5) Advise the various municipalities on rate adjustments and services according to the procedure outlined in Chapter 30; Article VI
- 6) Advise the municipalities on renewal, extension or termination of a franchise;
- 7) Appropriate those moneys deposited in an account in the name of the Cablecasting Board by the member communities;
- 8) Oversee the operation of the education, governmental and public access channels;
- 9) Apprise the municipalities of new developments in cable communications technology;
- 10) Hear and decide all matters or requests by the operator (Comcast Cablevision);
- 11) Hear and make recommendations to the municipalities of any request of the operator for modification of the franchise requirement as to channel capacity and addressable converters or maintenance of the security fund;
- 12) Hear and decide all matters in the franchise agreement which would require the operator to expend moneys up to fifty thousand dollars;
- 13) Enter into contracts as authorized by resolutions of the member municipalities;
- 14) Administer contracts entered into by the Board and terminate such contracts.

Criteria/Qualifications of Open Position	Date Applications Due (by noon)	Date of Interview
Member must be residents of the City of Birmingham.	3/7/18	3/12/18

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.



NOTICE OF INTENTION TO APPOINT TO THE MULTI-MODAL TRANSPORTATION BOARD

At the regular meeting of Monday, March 12, 2018, the Birmingham City Commission intends to appoint two regular members to the Multi-modal Transportation Board to serve three-year terms to expire March 24, 2021.

Interested citizens may submit an application available at the City Clerk's office or online at www.bhamgov.org/boardopportunities. Applications must be submitted to the City Clerk's office on or before noon on Wednesday, March 7, 2018. These documents will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on appointments.

In so far as possible, the seven member committee shall be composed of the following: one pedestrian advocate member; one member with a mobility or vision impairment; one member with traffic-focused education and/or experience; one bicycle advocate member; one member with urban planning, architecture or design education and/or experience; and two members at large living in different geographical areas of the City. Applicants for these three positions may or may not be electors or property owners in the City.

Duties of the Multi-modal Transportation Board

The purpose of the Multi-Modal Transportation Board shall be to assist in maintaining the safe and efficient movement of motorized and non-motorized vehicles and pedestrians on the streets and walkways of the city and to advise the City Commission on the implementation of the Multi-Modal Transportation Plan, including reviewing project phasing and budgeting.

Criteria/Qualifications of Open Position	Date Applications Due (by noon)	Date of Interview
In so far as possible, members shall represent, <ul style="list-style-type: none">one member at large from the northern area of the Cityone member who is a pedestrian advocate Members may or may not be electors (registered voter) or property owners of the City of Birmingham.	3/7/18	3/12/18

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.



NOTICE OF INTENTION TO APPOINT TO THE PARKS & RECREATION BOARD

At the regular meeting of Monday, March 12, 2018, the Birmingham City Commission intends to appoint three regular members to the Parks and Recreation Board to serve three-year terms to expire March 13, 2021.

Interested citizens may submit an application available at the City Clerk's office or online at www.bhamgov.org/boardopportunities. Applications must be submitted to the City Clerk's office on or before noon on Wednesday, March 7, 2018. These applications will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on the appointments.

Responsibilities

The Parks & Recreation Board consists of seven members who serve for three-year terms without compensation. The goal of the board is to promote a recreation program and a park development program for the city of Birmingham. The Board shall recommend to the city commission for adoption such rules and regulations pertaining to the conduct and use of parks and public grounds as are necessary to administer the same and to protect public property and the safety, health, morals, and welfare of the public.

The meetings are held the first Tuesday of the month at 6:30 P.M.

Criteria/Qualifications of Open Position	Date Applications Due (by noon)	Date of Interview
Members must be electors (registered voters) of the City of Birmingham.	3/7/18	3/12/18

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.



NOTICE OF INTENTION TO APPOINT TO PLANNING BOARD

At the regular meeting of Monday, March 12, 2018, the Birmingham City Commission intends to appoint three regular members to serve three-year terms to expire March 28, 2020. Members must consist of an architect duly registered in this state, a building owner in the Central Business or Shain Park Historic District, and the remaining members shall represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions. Members must be residents of the City of Birmingham.

Interested citizens may submit an application available at the City Clerk's office or online at www.bhamgov.org/boardopportunities. Applications must be submitted to the City Clerk's office on or before noon on Wednesday, March 7, 2018. These applications will appear in the public agenda for the regular meeting at which time the City Commission will discuss recommendations, and may make nominations and vote on the appointments.

PLANNING BOARD DUTIES

The Planning Board consists of nine regular and two alternate members who serve three-year terms without compensation. The board meets at 7:30 P.M. on the second and fourth Wednesdays of each month to hear design reviews, zoning ordinance text amendments and any other matters which bear relation to the physical development or growth of the city.

Specifically, the duties of the Planning Board are as follows:

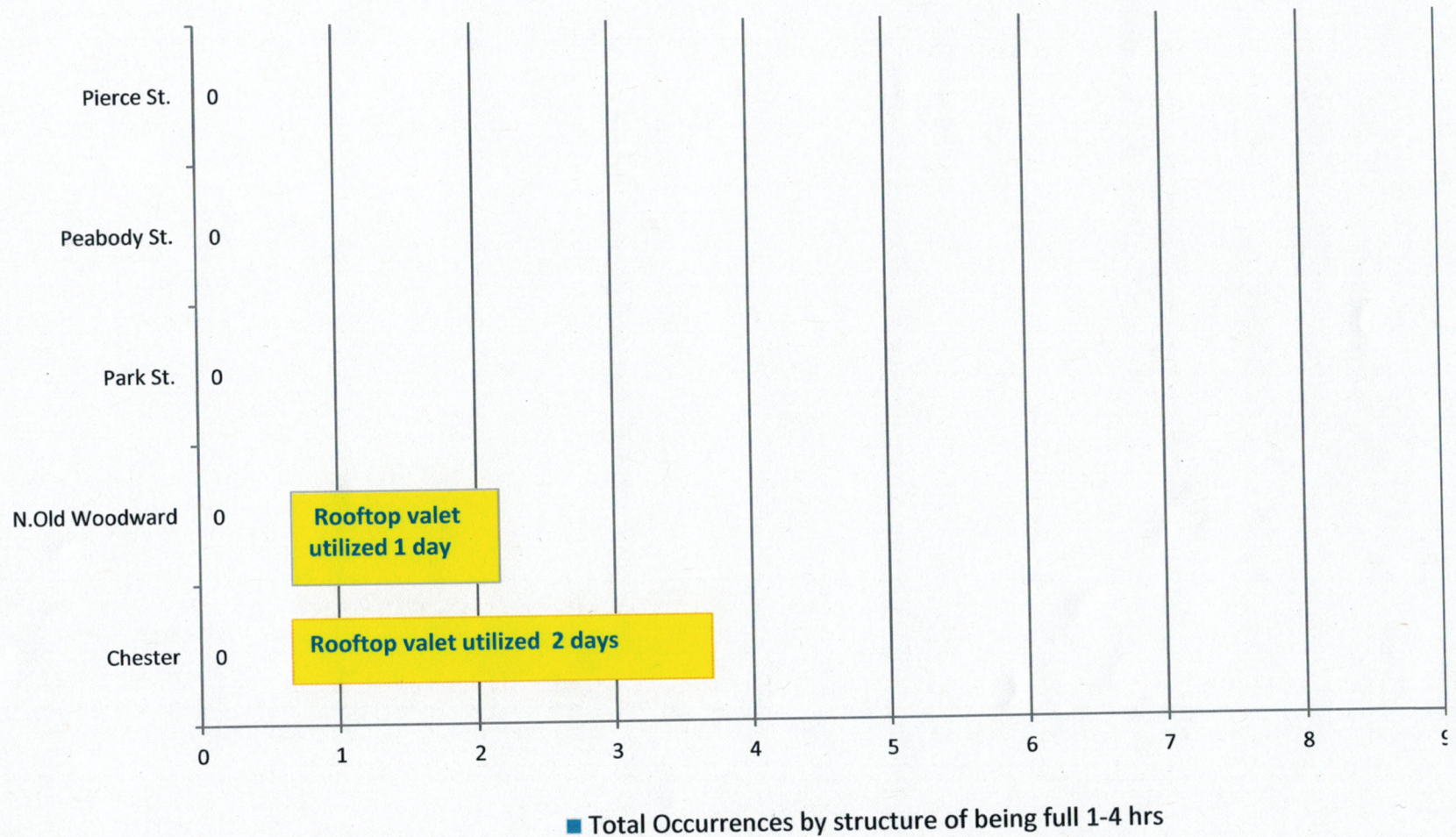
1. Long range planning
2. Zoning ordinance amendments
3. Recommend action to the city commission regarding special land use permits.
4. Site plan/design review for non-historic properties
5. Joint site plan/design review for non-residential historic properties
6. Rezoning requests.
7. Soil filling permit requests
8. Requests for opening, closing or altering a street or alley

Criteria/Qualifications of Open Position	Date Applications Due (by noon)	Date of Interview
Building owner in central business or Shain Park Historic district. Attorney. Other members shall represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions. Resident of the City of Birmingham.	03/7/2018	03/12/2018

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.

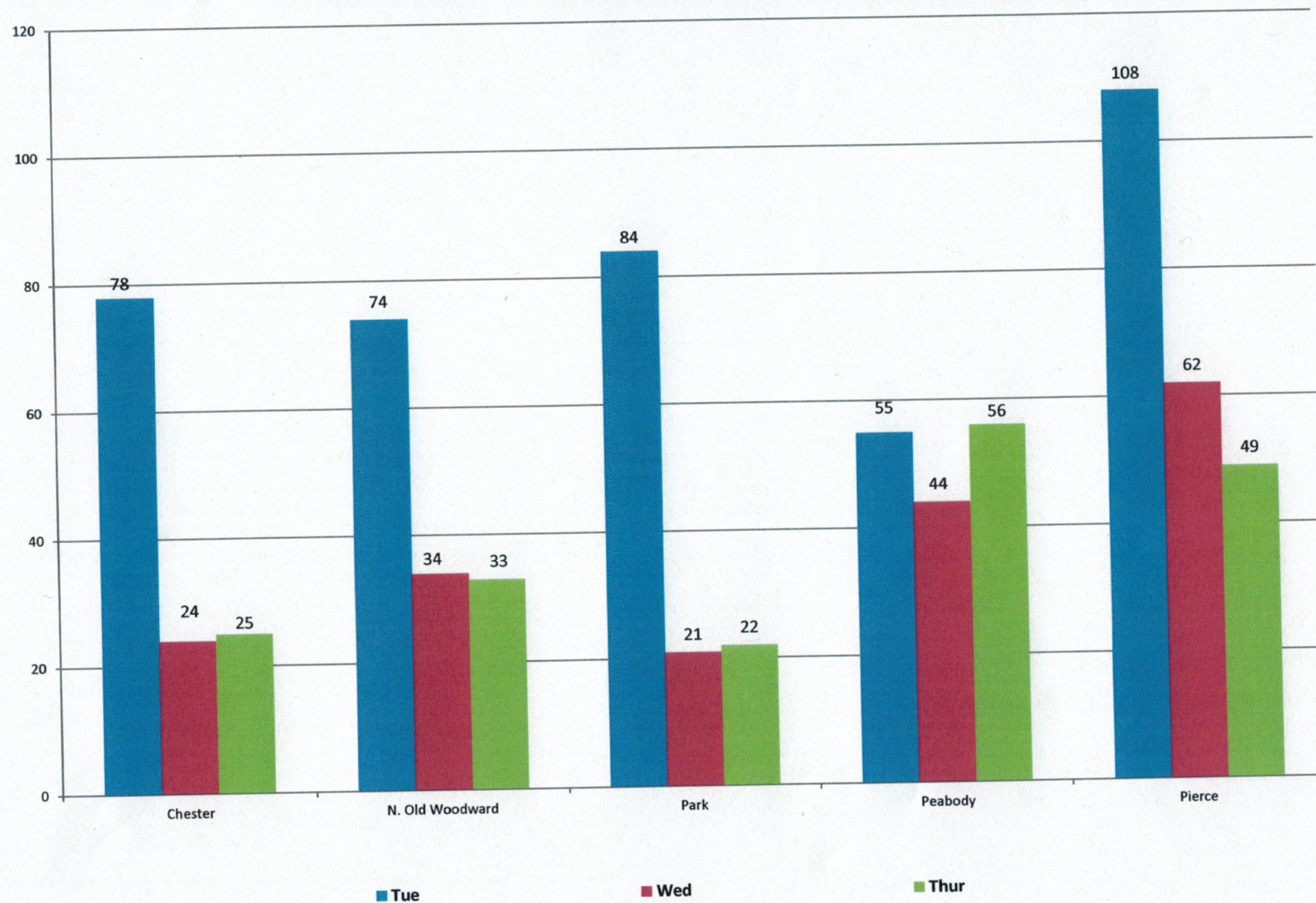
Parking Full Status by Structure

January 2018 Business Days Only (M-Friday)

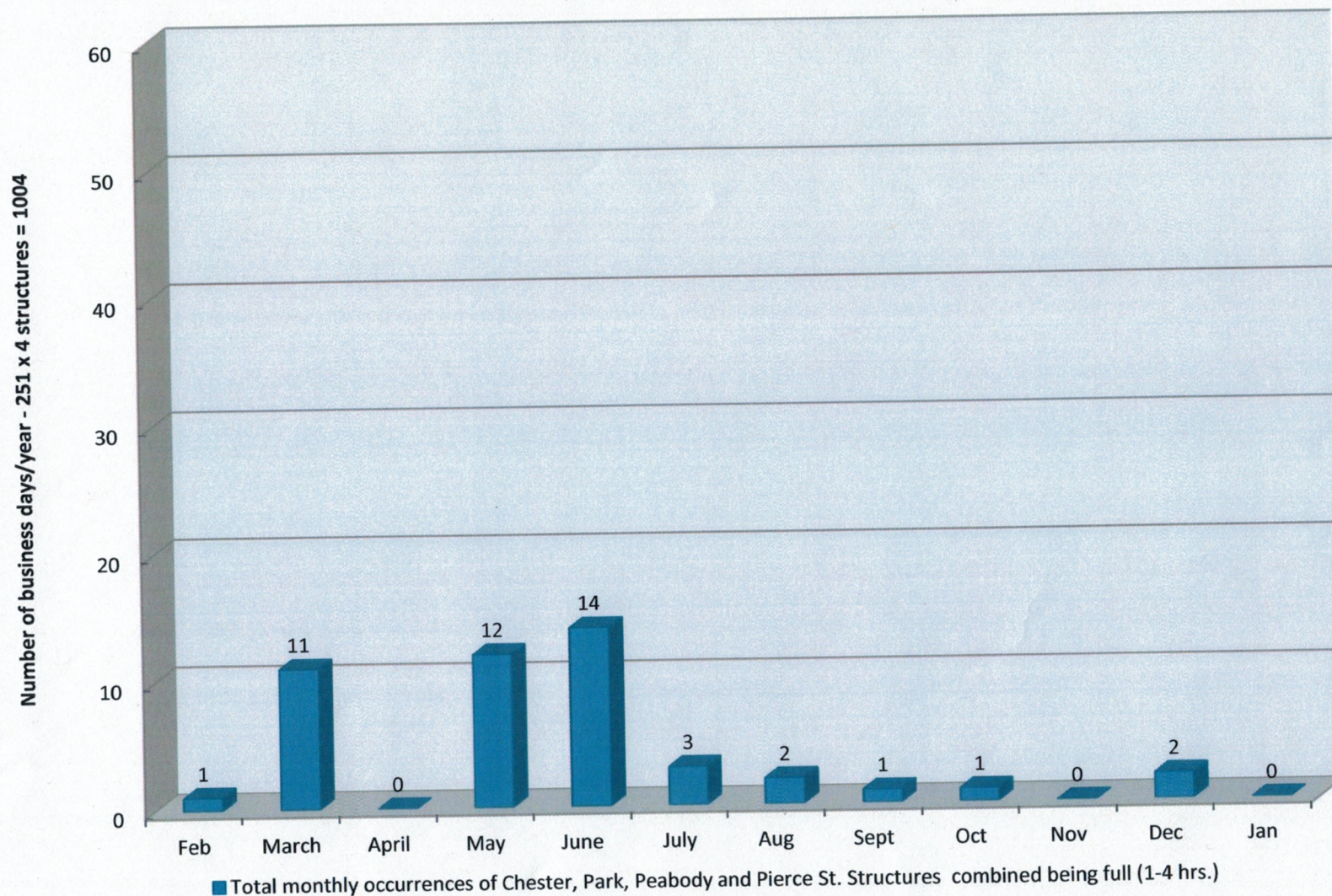


R10E1

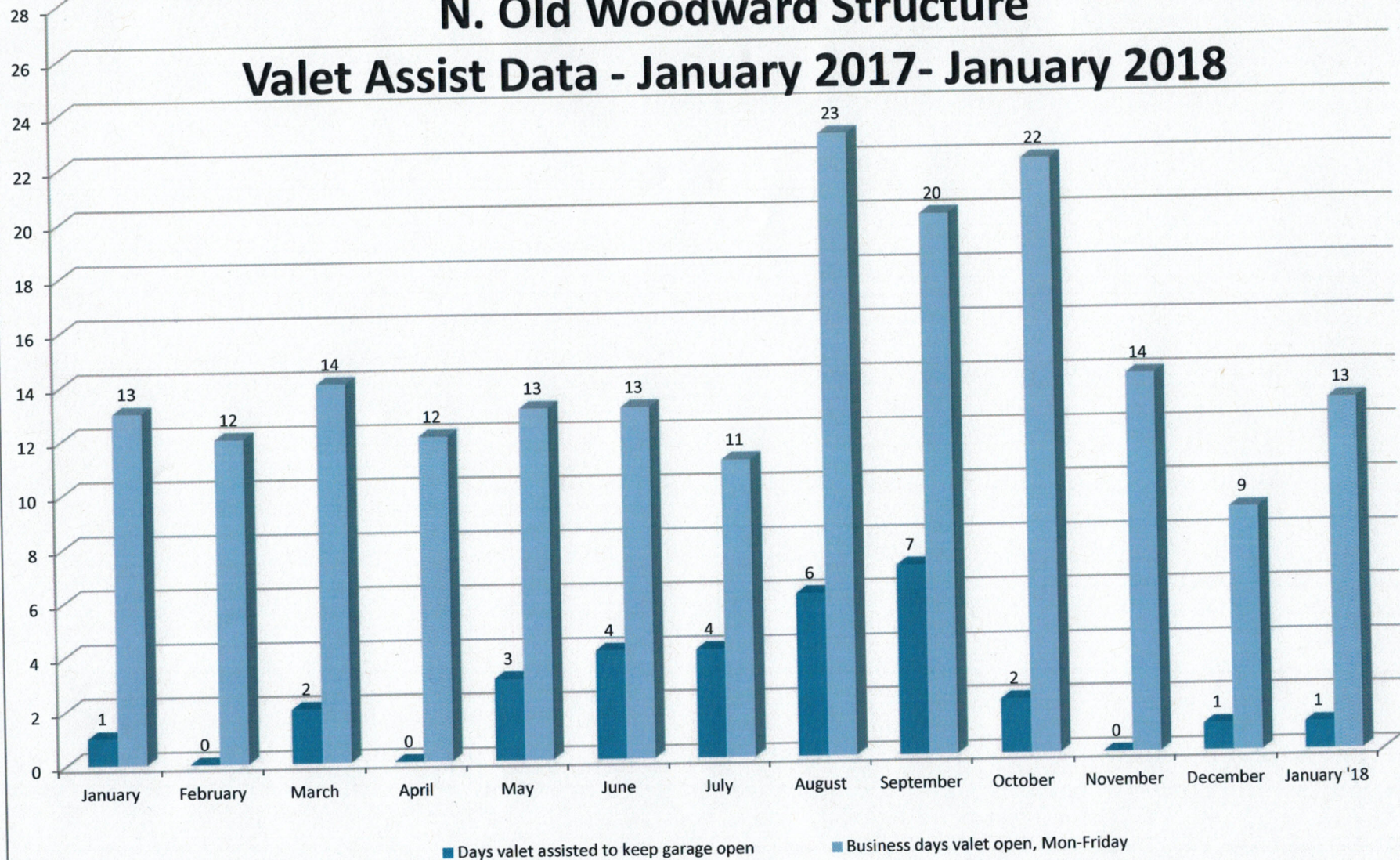
Structure Occupancy at 1 pm Tuesday-Thursday Average Available Spaces - January 2018



2017-18 Combined Parking Structure Full Status

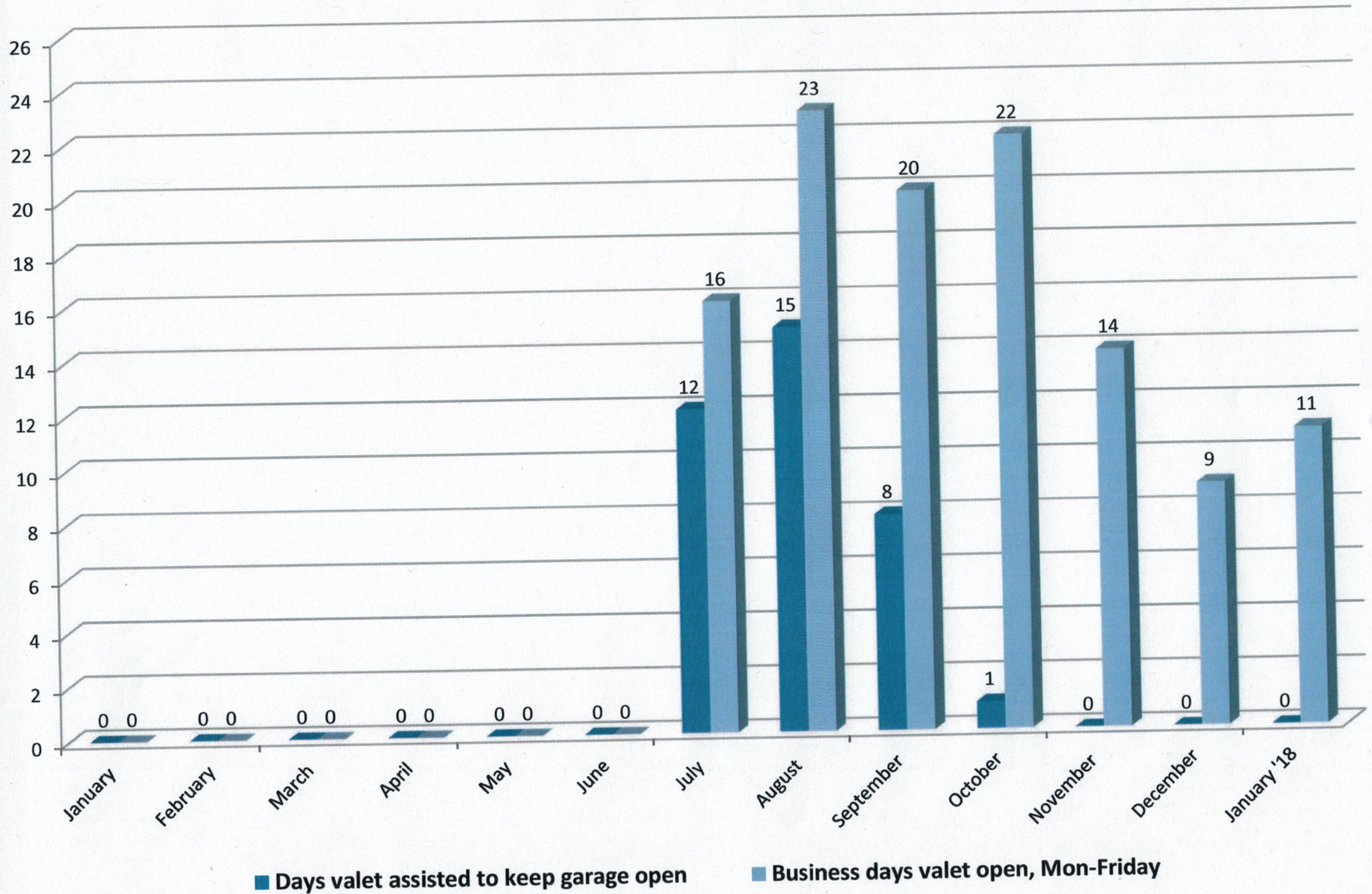


N. Old Woodward Structure Valet Assist Data - January 2017- January 2018



Park Street Structure

Valet Assist Data - January 2017 - January 2018



Chester Street Structure

Garage full list

JANUARY 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Valet closed	2 Garage not filled.	3 Garage not filled.	4 Garage not filled.	5 Valet closed	6
7	8 Valet closed	9 Garage not filled.	10 Garage not filled.	11 Garage not filled.	12 Valet closed	13
14	15 Valet closed	16 Garage not filled.	17 Garage not filled.	18 Garage not filled.	19 Valet closed	20
21	22 Valet closed	23 Garage not filled.	24 Garage not filled.	25 Valet-3 cars	26 Valet closed	27
28	29 Valet closed	30 Garage not filled.	31 Valet-2 cars			
		Notes:				

Peabody Street Structure

Garage full list

JANUARY 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
		Notes: Structure did not fill.				

N. Old Woodward Garage

Valet Counts

JANUARY 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Valet closed	2 Garage not filled.	3 Garage not filled.	4 Garage not filled.	5 Valet closed	6
7	8 Valet closed	9 Garage not filled.	10 Garage not filled.	11 Garage not filled.	12 Valet closed	13
14	15 Valet closed	16 Garage not filled.	17 3 cars	18 Garage not filled.	19 Valet closed	20
21	22 Valet closed	23 Garage not filled.	24 Garage not filled.	25 Garage not filled.	26 Valet closed	27
28	29 Valet closed	30 Garage not filled.	31			
		Notes:				

Pierce Street Structure

Garage full list

JANUARY 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
		Notes: Structure did not fill.				

Park Street Structure

Garage full list

JANUARY 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Valet closed	6
7	8 Valet closed	9 Garage not filled.	10 Garage not filled.	11 Garage not filled.	12 Valet closed	13
14	15 Valet closed	16 Garage not filled.	17 Garage not filled.	18 Garage not filled.	19 Valet closed	20
21	22 Valet closed	23 Garage not filled.	24 Garage not filled.	25 Garage not filled.	26 Valet closed	27
28	29 Valet closed	30 Garage not filled.	31 Garage not filled.			
31		Notes:				