



151 Martin Street
Birmingham, Mi 48009
248-530-1800
Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, December 1, 2015
6:30 PM

I. Call to order

II. Approval of the minutes of : Tuesday, November 10, 2015(*regular meeting*)

III. Agenda Items-*Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.*

1. Oak St. – Lakepark Dr. to Lakeside Dr.

IV. Communications/Discussion Items

1. Final City of Birmingham Parks and Recreation Donor Policy
2. Revised Golf Course Report
3. Manor Estates Update
4. Project Updates - Adams and Poppleton Park Site Plans

V. Unfinished Business

VI. New Business

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

VIII. Next Regular Meeting – Tuesday, January 5, 2016 (DPS)

IX. Adjournment

Individuals requiring accommodations, such as interpreter services, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 at least on day in advance of the public meeting.
Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al
(248) 530-1880 por lo menos el día antes de la reunión pública.
(Title VI of the Civil Rights Act of 1964).

*If you cannot attend the meetings, please contact Connie Folk at the Birmingham Ice Arena (248) 530-1642.
Minutes are available for review at the Birmingham Ice Sports Arena, 2300 East Lincoln, Birmingham, MI 48009*

PARKS & RECREATION BOARD MISSION STATEMENT

The Birmingham Parks & Recreation Board is dedicated to enriching the quality of life in our community by preserving and enhancing natural areas, urban forests, open spaces and waters within our park system; by partnering with community organizations to facilitate access to recreation programs; by renewing and developing our public parkland and play areas through the application of safe design principles; and by providing an atmosphere of inclusion by offering universal access for the enjoyment by all ages and abilities of our parks and recreational facilities.

PARKS AND RECREATION BOARD MEETING MINUTES
November 10, 2015

Therese Longe, Vice-Chairperson, called the meeting to order at 6:30 p.m. at 851 S. Eton.

MEMBERS PRESENT: Ross Kaplan, Therese Longe, Ryan Ross and Bill Wiebrecht

MEMBERS ABSENT: John Meehan and Art Stevens

STUDENT REPRESENTATIVES PRESENT: Paige White

STUDENT REPRESENTATIVES ABSENT: Shahanna Sarkisian

ADMINISTRATION: Lauren A. Wood, Director of Public Services and Connie Folk, Recreation Coordinator

GUESTS: Cindy Rose and Lilly Stotland

It was moved by Bill Wiebrecht, seconded by Ross Kaplan that the minutes of the September 1, 2015 regular meeting be approved as corrected.

Yeas – 4 (Ross Kaplan, Therese Longe, Ryan Ross and Bill Wiebrecht)

Nays – 0

Absent-2 (John Meehan and Art Stevens)

AGENDA ITEM #1 – 2016 Scheduled Parks and Recreation Board Meeting Dates

It was moved by Bill Wiebrecht, seconded by Ryan Ross to approve the 2016 scheduled Parks and Recreation Board meeting dates.

Yeas – 4 (Ross Kaplan, Therese Longe, Ryan Ross and Bill Wiebrecht)

Nays – 0

Absent-2 (John Meehan and Art Stevens)

COMMUNICATION/DISCUSSION ITEM #1a- Golf Course Financials

Lauren provided to the Parks and Recreation Board the golf course financials that are provided by the finance dept.

No action was required by the board.

COMMUNICATION/DISCUSSION ITEM #1b- Golf Course Report

Lauren provided to the Parks and Recreation Board the golf course report that was provided by Jacky Brito, Golf Course Manager.

Bill questioned the 2015 and 2014 Revenues Comparison through CY Oct 31, 2015 chart and that the report did not make any sense.

Lauren stated that there are typos on the comparison chart and that she will send out a revised chart to the Parks and Recreation Board.

No action was required by the board.

COMMUNICATION/DISCUSSION ITEM #2- Park Project Updates

Lauren reported to the Parks and Recreation Board an update on various park projects with the Department of Public Services.

Lauren stated that she is receiving pricing on an initial concept plan for Adams Park and Poppleton Park which will be made available at the December Parks Board meeting.

Lauren stated the City of Birmingham has hired MC Smith Associates to serve as the facilitator with the bridge concept design competition for potential locations along the trail system, based on the Rouge River Trail Master Plan.

Therese stated that she is concerned on the direction the bridge design and installation is going for the bridges along the River Rouge Trail system.

There is no clear direction from the City Commission on the design competition. There are too many unknowns such as the funding source, bridge location, is this endorsed by the current Commission and what are the design competition details?

Lauren stated that invasive species removal along the western edge of Quarton Lake will begin and also areas at the City of Birmingham Historical Museum will be part of the invasive species removal.
No action was required by the board.

UNFINISHED BUSINESS:

Therese asked about the status of the survey that took place at Manor Park. Lauren stated that there is no update.

Therese asked about the status of the Little Library Project. Lauren stated she is still trying to contact Jason Abrams.

NEW BUSINESS:

No New Business

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

Therese stated that the next meeting will be held on December 1, 2015 at 6:30 pm at DPS

The meeting adjourned at 7:18 p.m.
Connie J. Folk, Recreation Coordinator

Parks and Recreation Board Meeting 11/10/2015



MEMORANDUM

Engineering Dept.

DATE: November 24, 2015

TO: Parks & Recreation Board
c/o Lauren Wood, Director of Public Services

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Oak St. – Lakepark Dr. to Lakeside Dr.

At the City Commission meeting of November 23, a Neighborhood Connector Route for bikes was discussed. A map of the proposed route is attached, as recommended by the Multi-Modal Transportation Board.

Recently, the City finished reconstructing Oak St. from Chesterfield Ave. to Lakepark Dr. In accordance with the Multi-Modal Master Plan, parking was eliminated on these six blocks, and five foot wide bike lanes were installed instead. At the east end of the job, a traffic island was installed to improve the pedestrian crossing adjacent to the Rouge River park. A suggestion was raised to extend the bike lanes one more block to the east. Extending the bike lanes would allow the road to feel narrower (helping reduce traffic speeds), and it would complement the new Connector Route. The bike lanes were marked at 5 ft. wide to the west of Lakepark Dr. A suggested pavement marking plan is attached. Since the existing pavement on this block is 10 ft. wider than the section to the west, the 5 ft. wide bike lanes would be supplemented with a 3 ft. buffer area, providing extra space between vehicles and bikes.

Installing bike lanes on this block would require that on-street parking be banned on both sides of the street. Similar to the blocks to the west, parking tends to be in low demand here. Since the adjacent park may generate some demand for parking, it is requested that the Parks & Recreation Board review this question, and confirm for the Commission whether or not the installation of a bike lane is recommended here or not. The Multi-Modal Transportation Board will also be asked to review this plan.

Should the Parks & Recreation Board concur with the suggested modifications, a suggested recommendation is provided below:

SUGGESTED RECOMMENDATION:

The Parks & Recreation Board recommends to the City Commission that on-street parking on Oak St. between Lakepark Dr. and Lakeside Dr. be removed to allow the installation of two five foot wide buffered bike lanes.

185
26-403-015

HOUSE
#1200

72
19-26-276-020

INSTALL
SALVAGED SIGNS
ON NEW POST TYP
FOR 3 IN
INTERSECTION

INSTALL
SIGN R4-7 ON NEW
BREAKAWAY POST (TYP.
2 PER CURB ISLAND)
(SEE DETAIL THIS SHEET)

WHITE SPECIAL
PAVT MARKING
SYMBOLS (TYP)

INSTALL
NEW "NO PARKING"
SIGN ON NEW POST

INSTALL
NEW "BIKE
LANE" SIGN
ON NEW POST

LAKEPARK
DR

INSTALL
CURB ISLAND
INDICATOR (TYP. 4
PER ISLAND)
(SEE DETAIL THIS SHEET)

GUARD
POST

GUARD
POST

34+50

35+00

35+50

36+00

36+50

5'±10'±5'

CONC. BASE W/ ASPH. OVERLAY

CONC. MILE

BUFFER

DRIVE LANE

BIKE LANE

12'±3'±5'

INSTALL
TRIANGLE YIELD MARKER
PAVT. MARKING (TYP.)
(SEE DETAIL THIS SHEET)

INSTALL
NEW "BIKE LANE ENDS"
SIGN ON NEW POST

EX SIGN:
TYP
SALVAGE SIGN &
REMOVE POST TYP
FOR 3 IN
INTERSECTION

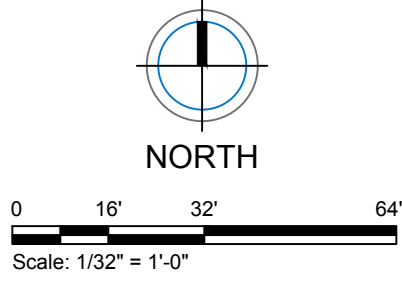
INSTALL
NEW "SHARE THE ROAD"
SIGN ON NEW POST

BAS
24

LEGEND

Bike Lane

Shared Lane



27725 Stanbury Blvd, Suite #150
Farmington Hills, MI 48334
P: 248.536.0080
F: 248.536.0079

City of Birmingham Parks and Recreation Donor Policy

Thank you for considering Parks and Recreation in the City of Birmingham for your donation. We welcome donations from individuals, foundations, non-profit organizations and corporations and look forward to working with you.

While donations for our parks will enrich the community, the City of Birmingham recognizes that its open spaces, trails and recreation areas are precious resources. Accordingly, the City of Birmingham desires to protect and preserve the open, tranquil atmosphere of our parks, to protect the natural quality of our trails and to enhance the development of our recreational assets. Therefore, donations for park improvements and recreation programming will be considered with the support of those goals in mind.

I. DONATION CATEGORIES

The City of Birmingham welcomes donations in several categories including:

- a) Park landscaping elements include trees, shrubs and other flora. Donations of all landscaping elements, however, must be approved species and there may be site specific limitations. Please see the City of Birmingham Park Donor Program for further information.
- b) Park amenities for the purchase, replacement or refurbishment and maintenance of park benches, picnic tables, drinking fountains, bicycle racks, playground components and the like. Although suggestions from donors will be considered for the placement of a donated park amenity, final decisions as to location will be determined by the City of Birmingham. Please see the City of Birmingham Park Gift Donor Program for further information.
- c) Park features include arbors, pavilions, plazas, gardens, and the like. Such features must enhance the park, enrich the experience of park users and be consistent with park planning processes. Accordingly, such proposed donations will only be considered on a case-by-case basis. Donors may contact the City of Birmingham or the Director of Public Services to discuss proposed park features.
- d) Monetary donations, such as cash or negotiable securities, may be used toward the development and general upkeep of park elements, amenities and features. Donors may identify a specific use for the City's consideration, or funds may be used to best meet the needs of the City of Birmingham Parks and Recreation projects.

II. DONATION GUIDELINES

In order to have a consistent donor program, the following guidelines endeavor to address both the needs and resource capabilities of the City of Birmingham and the desire of donors to support Birmingham's Parks. Donors should contact the Director of Public Services to discuss donation ideas.

- a) The City wants to ensure the best appearance and aesthetic quality of its parks. Thus, donations should satisfy a true need of an approved park scheme.

II. **DONATION GUIDELINES** *(continued)*

- b) All donations will be reviewed for appropriateness and compatibility with the City of Birmingham Parks and Recreation Master Plans. The City reserves the right to decline any donation if, upon review, the donation is (1) limited by special restrictions, conditions or covenants which pose unreasonable budgetary or maintenance obligations on the City, or (2) not in the best interest of the City.
- c) Donors may be asked to appear before the Birmingham Parks and Recreation Board and/or the City Commission, to present their donation proposal. Public comment and feedback may be considered during the review process.
- d) The City understands that donors may have preferences regarding the choice of design professionals, vendors and contractors, and preferences regarding the location, size, scale, color and materials of donated elements, amenities and features. The City, however, must adhere to the open bid process requirements, if applicable, and to other City policies and goals. Accordingly, final decisions on all details of the proposed donation shall be at the sole discretion of the City of Birmingham.
- e) While the City recognizes the generally good intentions behind any donation, the City, at its sole discretion, reserves the right to decline any gift or donation.
- f) Upon acceptance by the City, any donated element, amenity or feature, becomes City of Birmingham property. The City has an interest in ensuring that all park elements, amenities and features remain in good repair and will provide, at its sole discretion, reasonable maintenance of donated items. The City, however, is under no continuing obligation to repair, replace or maintain perpetual care for any donated item.
- g) The City will make a reasonable effort to notify a donor of any damage, theft or other loss to a donated item and may, at its sole discretion, repair or replace such a donated item to the extent it deems practical, or as described in the original gift agreement, if any.
- h) Because donations to the City of Birmingham may be tax deductible, donors are encouraged to consult with their tax advisor.

III. **DONOR RECOGNITION**

- a) Recognition shall be provided for all gifts given to the City of Birmingham for park improvements, subject to such general policy changes and amendments as may be implemented by the City Commission.
- b) "Naming rights" on any park feature or element are subject to the approval of the City Commission.
- c) All donations will be acknowledged by a letter of appreciation from the City of Birmingham.

Golf Report As of Oct 31, 2015

Springdale closed on Oct 11th this year and Lincoln Hills will remain open as long as weather permits. Currently, we are up by 3,688 rounds compared to this time last year, or 7%. With Mother Nature being so kind this fall, we are hoping to hit the mark of 54,000 rounds this year. In addition, we had great support for memberships as shown in the chart below. Our Non-Resident and Business memberships were up by 96 memberships, or 12%. Our Resident memberships also increased this year by 357 memberships, or 20%. We are proud to report that we experienced another great season.

History of Rounds - Calendar Years 2012 - 2015

MONTH	2012			2013			2014			2015		
	Lincoln	Springdale	Total	Lincoln	Springdale	Total	Lincoln	Springdale	Total	Lincoln	Springdale	Total
January	0	0	0	0	0	0	0	0	0	0	0	0
February	0	0	0	0	0	0	0	0	0	0	0	0
March	405	1,572	1,977	0	292	292	0	0	0	0	0	0
April	2,420	2,591	5,011	1,573	2,260	3,833	3,705	652	4,357	3,087	1,713	4,800
May	4,433	4,129	8,562	4,314	3,797	8,111	4,393	3,493	7,886	4,892	4,294	9,186
June	5,206	4,522	9,728	5,774	4,406	10,180	5,330	4,216	9,546	5,556	4,268	9,824
July	4,707	4,651	9,358	5,098	4,286	9,384	5,139	4,636	9,775	5,718	4,557	10,275
August	4,128	4,449	8,577	5,195	4,695	9,890	4,376	4,084	8,460	4,408	4,403	8,811
September	3,145	3,071	6,216	3,019	3,154	6,173	3,074	2,746	5,820	3,411	3,059	6,470
October	796	2,495	3,291	2,795	1,779	4,574	915	2,493	3,408	2,666	908	3,574
November	0	1,104	1,104	576	0	576	33	675	708			0
December	0	412	412	53	0	53	0	124	124			0
TOTALS	25,240	28,996	54,236	28,397	24,669	53,066	26,965	23,119	50,084	29,738	23,202	52,940

2015 Membership Analysis through October 31, 2015

	YTD 10/31/2015		CY 2014		CY 2013		CY 2012		CY 2011	
MEMBERSHIPS	#	%	#	%	#	%	#	%	#	%
Business	109	12.73%	102	13.42%	99	13.20%	101	13.56%	84	14.81%
Non-Resident - Individual	475	55.49%	406	53.42%	401	53.47%	398	53.42%	343	60.49%
Non-Resident - Dual	194	22.66%	175	23.03%	185	24.67%	186	24.97%	111	19.58%
Non-Resident - Family	78	9.11%	77	10.13%	65	8.67%	60	8.05%	29	5.11%
Total	856	100.00%	760	100.00%	750	100.00%	745	100.00%	567	100.00%

	YTD 10/31/2015		CY 2014		CY 2013		CY 2012		CY 2011	
RESIDENT MEMBERSHIPS	#		#		#		#		#	
Resident	2,090		1,733		2,007		1,843		1,244	

2015 and 2014 Revenues Comparison through CY Oct 31, 2015

	SALES		SALES		
REVENUES	CY - Oct 31, 2015		CY - Oct 31, 2014		DIFFERENCE
Greens Fee	\$589,727	69.59%	\$553,954	70.61%	\$35,772
Cart Fee	\$174,770	20.62%	\$156,771	19.98%	\$17,999
Food & Beverage	\$47,000	5.55%	\$42,566	5.43%	\$4,434
Beer	\$34,513	4.07%	\$29,644	3.78%	\$4,869
Wine	\$1,360	0.16%	\$1,597	0.20%	(\$238)
Total	\$847,369	100.00%	\$784,532	100.00%	\$62,837



MEMORANDUM

Engineering Dept.

DATE: November 23, 2015

TO: Parks & Recreation Board c/o
Lauren Wood, Dept. of Public Services Director

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Private Condominium Development
Immediately West of Manor Park

City records indicate that Springdale Park and Manor Park were both acquired by the City in 1938. At that time, Manor Rd. was platted to extend from its present terminus at the intersection of Warwick Rd. by curving to the northeast, and connecting to Big Beaver Rd. This portion of Manor Rd. was never built. Instead, it acted as an open drainage ditch for storm flow (and combined sewage during extreme rain events) for the Birmingham Forest Hills subdivision located to the south.

In 1959, the City constructed a large storm sewer to enclose this flow from Shepardsbush Rd. north across Big Beaver Rd., and then easterly to the Rouge River. It also was designed to carry combined sewage during extreme rain events. Likely soon after, a wood chip path was constructed on the surface over the storm sewer, to create a pedestrian path north to Big Beaver Rd. In 1965, the Manor Rd. right-of-way was vacated in Oakland Co. Circuit Court. Like all such vacations, the land was split evenly down the middle, and the property owners on each side received half of the land at no cost. In this case, the land was split between two single family homes in Bloomfield Twp. on the west side, and added as Birmingham City parkland on the east side.

In 1997, after the construction of large sewers on Warwick Rd., Abbey Rd., and others, this pipe was left to act as a true storm sewer for the immediate drainage area.

As shown on the attached survey, the storm sewer and wood chip path did not consider the possibility that the right-of-way would be subdivided someday. As a result, both tend to criss-cross over the property line.

About a year ago, we were notified that the two properties to the west of Manor Park were being sold to a developer, and a new site condominium development was planned. The developer planned to relocate the path off the site where necessary to allow the parcels to be free and clear of this feature. Since Bloomfield Twp. has no storm sewer outlet in this area, the developer would like to gain permission from Birmingham to direct its flow into this sewer. Since it will be restricted on site to an agricultural rate, there is no concern that the large sewer can accommodate this additional flow. City staff urged the developer to reconsider their suggestion that the path would be relocated. After further discussions, it is our intention to allow the tap to the City storm sewer, and the developer has decided not to relocate the path.

We have also had discussions about the actual location of the property line just east of the Warwick Rd. and Manor Rd. intersection. A final disposition has not been reached.

It is our understanding that the developer is still working on finalizing plans, and working through the approval process. We have not had any formal discussions as of this date to finalize the path, storm sewer tap, or the property line. Since this is City park land, Ms. Lauren Wood will be consulted as any progress is made.

MANOR ESTATES

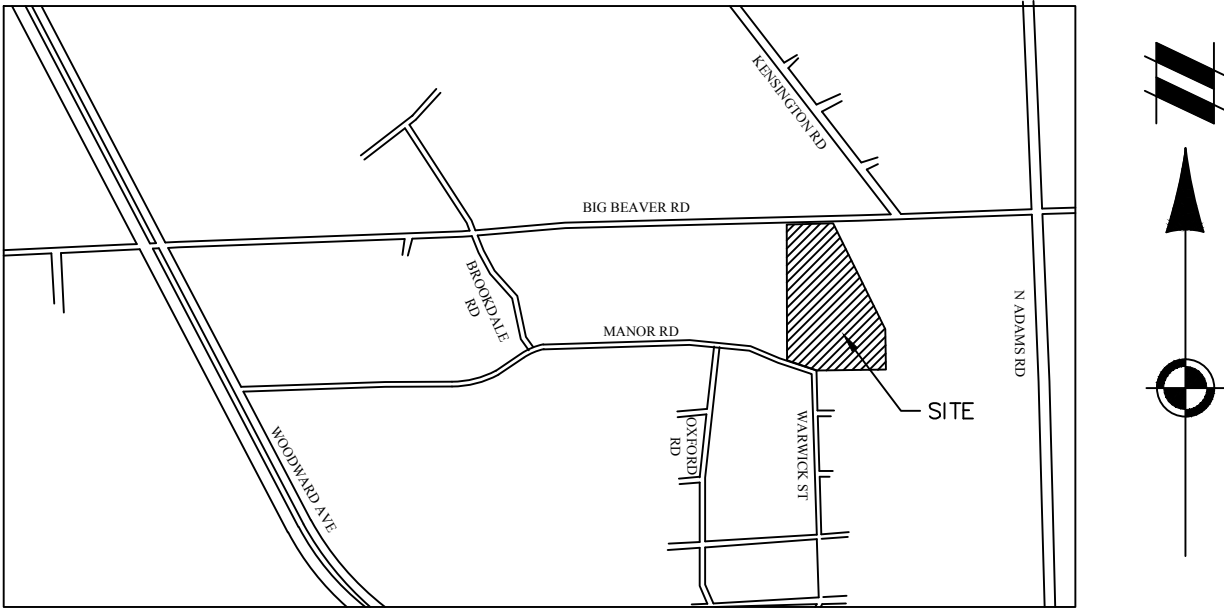
SINGLE FAMILY RESIDENTIAL DEVELOPMENT

BLOOMFIELD TOWNSHIP, OAKLAND COUNTY, MICHIGAN

LOT SPLIT APPLICATION

AND

PRELIMINARY ROADWAY, UTILITIES AND GRADING DESIGN



VICINITY MAP

NOT TO SCALE

APPLICANT:

GMS HOLDING CO. 3, LLC
1668 S. TELEGRAPH ROAD, SUITE 200
BLOOMFIELD, MI 48302
PHONE: 248.539.9333
ATTN: MR. BRAD BOTHAM

PROJECT ENGINEER:

ATWELL, LLC
TWO TOWNE SQUARE, SUITE 700
SOUTHFIELD, MI 48076
PHONE: 248.447.2000
FAX: 248.447.2001
ATTN: JOHN ACKERMAN

Development Summary

Entitlement Process - The applicant is proposing a lot split totaling 7.33 acres, to create eight (8) new parcels, including easements for a private roadway, utilities and stormwater detention pond. The development is proposed to contain single family residential homes.

Water Service - Township public water will be extended from Brookdale Road, approximately 1,300' west of the site entrance. The public water main will be extended north through the development to the end of the proposed cul-de-sac, to provide domestic and fire protection services for the homes. Appropriate reviews and approvals will be obtained, as required.

Sanitary Sewer - The sanitary sewer will be collected from all the homes into an existing county sewer located within the Big Beaver Road right of way. Appropriate county reviews and approvals will be obtained as required.

Roadway - A private roadway will be proposed to service the new home sites that will be located in an easement. The roadway section will be designed to meet Road Commission for Oakland County Standards.

Stormwater - A private stormwater pond is proposed to be located within an easement on lot 6. The storm water will be collected and detained for a 100-year storm event, and discharged into an existing storm sewer owned and operated by the City of Birmingham.



VICINITY MAP


SCALE: 1" = 100'

SHEET INDEX

- | | |
|----|---|
| 00 | COVER SHEET |
| 01 | OVERALL SURVEY PLAN - LOT SPLIT |
| 02 | TOPOGRAPHIC SURVEY - ON SITE |
| 03 | TOPOGRAPHIC SURVEY - OFF SITE |
| 04 | TOPOGRAPHIC SURVEY - TREE LIST |
| 05 | LAYOUT PLAN |
| 06 | ROADWAY, UTILITIES & GRADING PLAN |
| 07 | PRELIMINARY SANITARY SEWER PLAN & PROFILE |
| 08 | OFF-SITE UTILITY IMPROVEMENTS |
| 09 | LANDSCAPE PLAN |
| 10 | LANDSCAPE DETAILS |
| 11 | DRAINAGE AREA MAP |

SITE DATA

SITE AREA:	7.33 ACRES
EXISTING ZONING	R3 RESIDENTIAL
PROPOSED ZONING	R3 RESIDENTIAL
NUMBER OF SINGLE FAMILY HOMES:	8
MINIMUM LOT SIZE:	22,000 SF
MINIMUM LOT WIDTH:	130'
SETBACKS:	
FRONT:	40'
REAR:	35'
SIDE:	16'




Know what's below.
Call before you dig.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

NOTICE:
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTORS. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY IN THE WORK OF PERSONS ENGAGED IN THE WORK OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

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ATWELL
866.850.4200 www.atwell-group.com
TWO TOWNE SQUARE, SUITE 700
SOUTHFIELD, MI 48076
248.447.2000

SECTION 25	TOWN 02 NORTH, RANGE 10 EAST
	BLOOMFIELD TOWNSHIP
	OAKLAND COUNTY, MICHIGAN
CLIENT	GMS HOLDING CO. 3, LLC MANOR ESTATES PRELIMINARY SITE PLANS COVER SHEET
DATE	APRIL 15, 2015
5/13/15 REVISED PER TWP. 6/28/15 REVISED LAYOUT 8/28/15 REVISED LAYOUT	
REVISIONS	
SCALE	0 1
SEE SHEET	
DR.	JC/JR CH. JC
P.M.	JA
BOOK	--
JOB	14002057
SHEET NO.	00

CAD FILE: 14002057-01-CVDWG

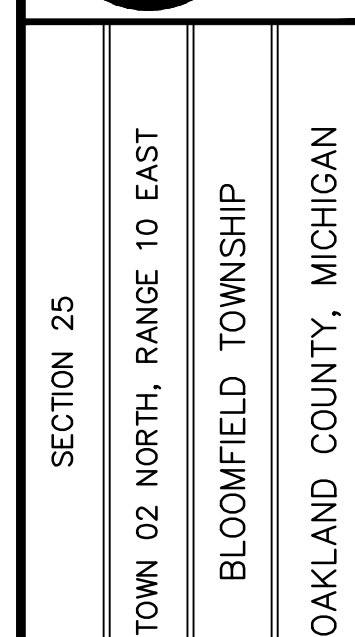


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TWO TOWNE SQUARE, SUITE 700
SOUTHFIELD, MI 48076
248.447.2000



GMS HOLDING CO. 3, LLC	
MANOR ESTATES	
PRELIMINARY SITE PLANS	
LAYOUT PLAN	

CLIENT

DATE APRIL 15, 2015

5/13/15 REVISED PER TWP.
6/25/15 REVISED LAYOUT
8/28/15 REVISED LAYOUT

REVISIONS

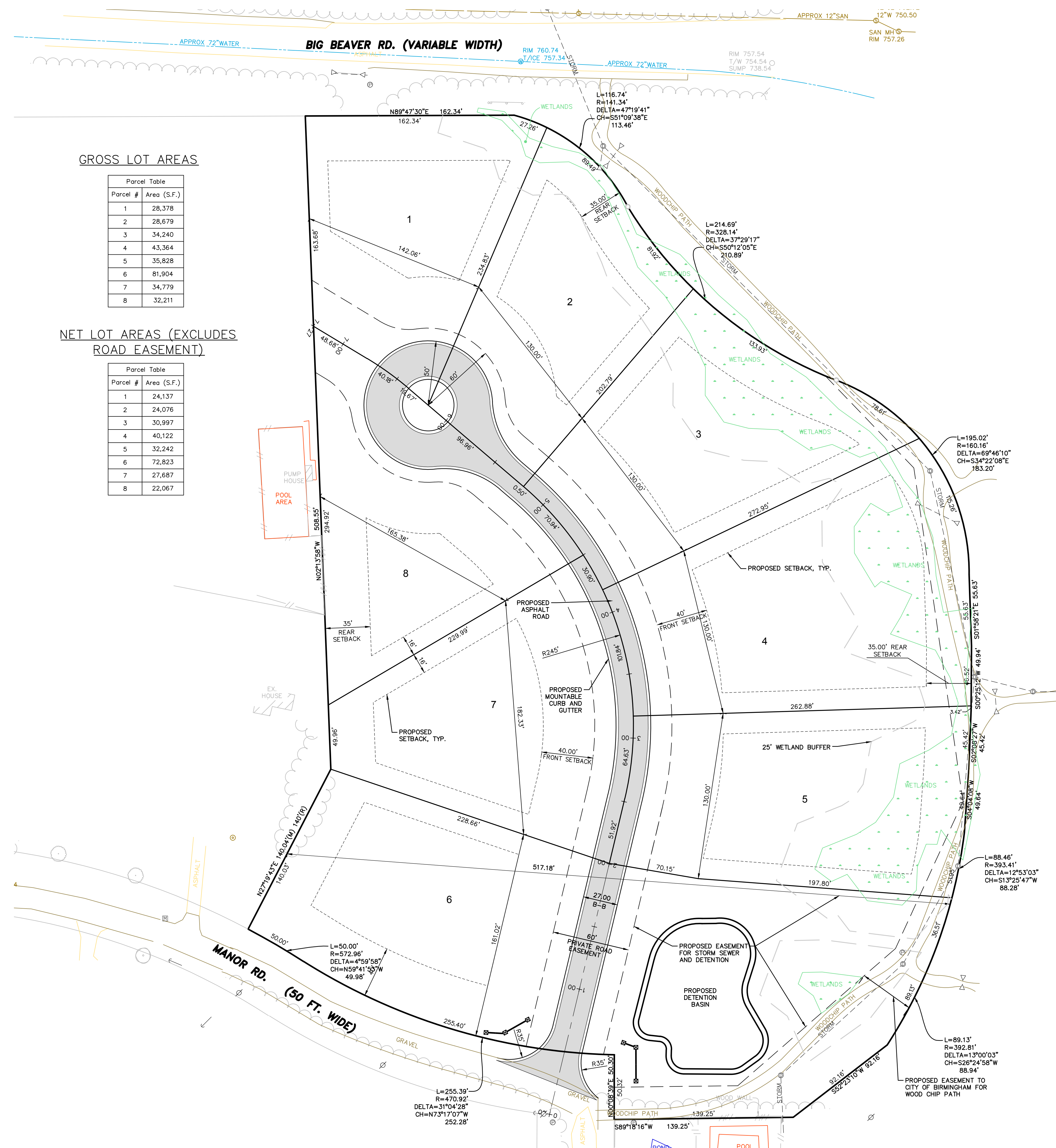
SCALE 0 20 40

1" = 40'

DR. JC/JR	CH. JC
P.M. JA	

BOOK	--
JOB	14002057

SHEET NO. 05



GROSS LOT AREAS

Parcel Table	
Parcel #	Area (S.F.)
1	28,378
2	28,679
3	34,240
4	43,364
5	35,828
6	81,904
7	34,779
8	32,211

NET LOT AREAS (EXCLUDES
ROAD EASEMENT)

Parcel Table	
Parcel #	Area (S.F.)
1	24,137
2	24,076
3	30,997
4	40,122
5	32,242
6	72,823
7	27,687
8	22,067

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THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

NOTICE:
CONSTRUCTION SITE SAFETY IS THE
SOLE RESPONSIBILITY OF THE
CONTRACTOR; NEITHER THE OWNER
NOR THE ENGINEER SHALL BE
EXPECTED TO ASSUME ANY
RESPONSIBILITY FOR SAFETY OF
THE WORK, OF PERSONS ENGAGED
IN THE WORK, OF ANY NEARBY
STRUCTURES, OR OF ANY OTHER
PERSONS.

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SECTION 25
TOWN 02 NORTH, RANGE
BLOOMFIELD TOWNSHIP
OAKLAND COUNTY, MICHIGAN

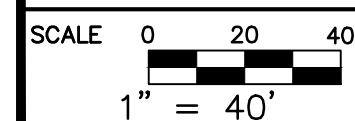
GMS HOLDING CO. 3, LLC

**MANOR ESTATES
PRELIMINARY SITE PLANS
ROADWAY, UTILITIES
& GRADING PLAN**

DATE APRIL 15, 2015

5/13/15 REVISED PER TWP.
6/25/15 REVISED LAYOUT
8/28/15 REVISED LAYOUT

REVISIONS	
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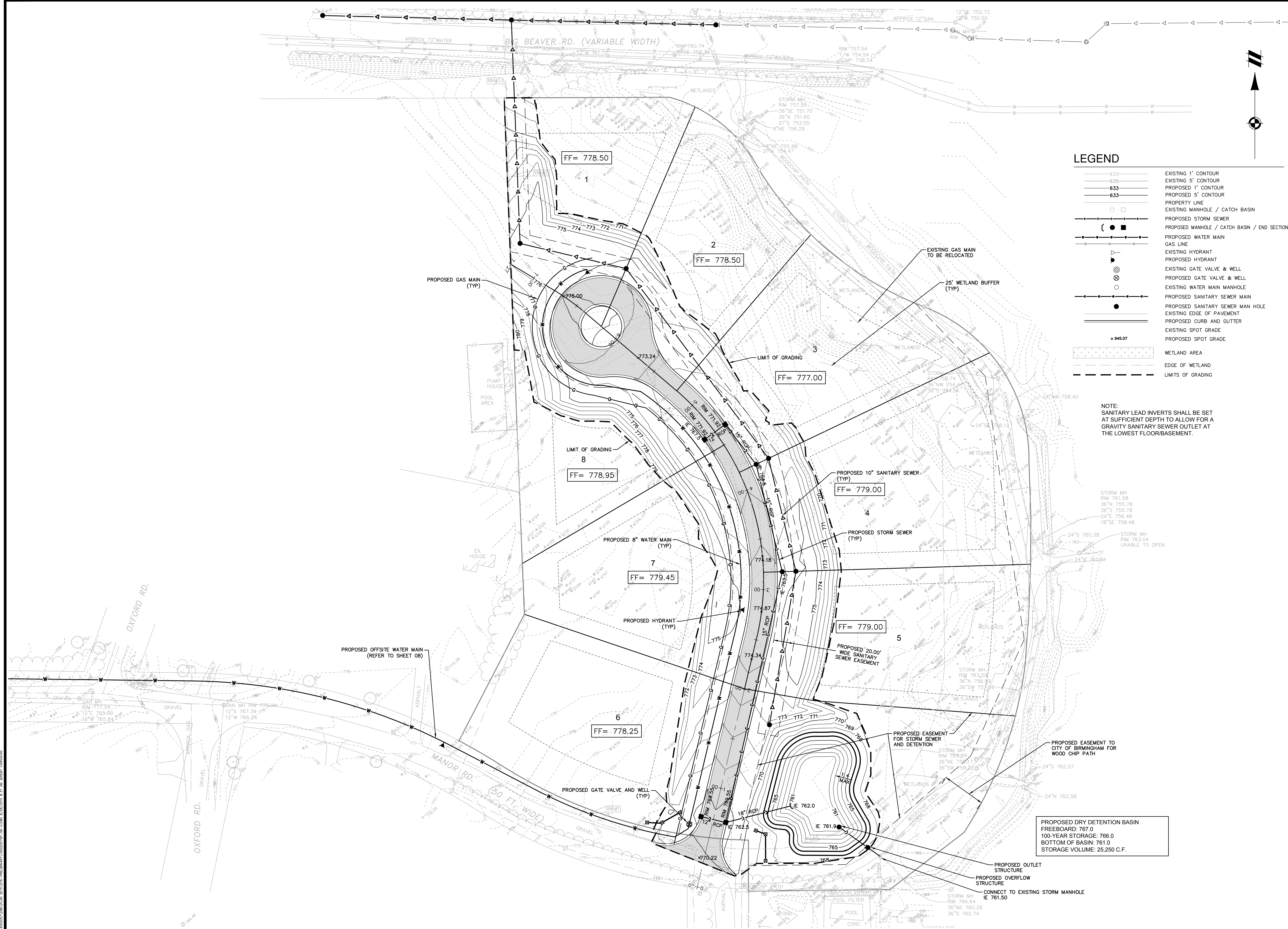
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JOB 14002057

SHEET NO.

06





MEMORANDUM

Department of Public Services

DATE: November 23, 2015

TO: Parks and Recreation Board Members

FROM: Lauren Wood, Director of Public Services

SUBJECT: Project Updates

The following items serve as an update on various ongoing park projects with the Department of Public Services. Money is available in the 2015-2016 budget for various conceptual site plans for parks targeted by the City Commission and Parks and Recreation Board.

Poppleton Park

We have a proposal for an initial concept park site plan necessary to layout all options and alternatives for possible additional parking, alternate entrance and site amenities based on community need. The proposal entails preparing a park site plan which will include review of the existing park layout and uses along with examining the potential for enhancing outdoor space at Poppleton Park.

The scope of work will include the review of opportunities for additional recreational space on site, to include soccer field(s), parking lot enhancements, playground addition, possible change to traffic ingress and egress, etc. It will also involve public meetings for community input.

The following proposal was submitted to the City from M. C. Smith Associates. We are pleased to provide the City of Birmingham with our proposal for professional services in connection with preparation of Site Concept Plans and Cost Estimates for the new enhancements and improvements at the City's 17.21 acre Poppleton Park. These enhancements would at a minimum include, but not be limited to, the following features:

- Additional Recreational Space
- Playground Improvements and Additions
- Soccer Fields
- Basketball Courts
- Walking Paths/Neighborhood Connections
- Vehicular Access Improvements
- Parking Enhancements
- Others as they evolve

Our professional services would include the following:

1. Meet with City staff to review program elements and acquire all property data. Walk site, evaluating: topography; vegetation; drainage; soils; existing recreation; vehicular and pedestrian access; existing playground.
2. Meet with Parks Board for opportunities and potential discussions.
3. Develop Schematic Site Concept Plan; including: Vehicular Access and Parking Enhancements; Accessible Walking Paths with Neighborhood Connections; Soccer Fields; Basketball Courts; Playground Improvements; and other improvements as they evolve.
4. Prepare Cost Estimates based upon the Schematic Site Concept Plan for Park improvements and enhancement.
5. Meet with City staff and Parks Board to review Schematic Site Concept Plan and Cost Estimates.
6. Based upon review and comments from the Parks Board and City staff revise and refine Site Concept Plan and Cost Estimates.
7. Prepare and provide the City of Birmingham with a color rendered, AutoCAD Concept Plan and cost projections for Poppleton Park enhancements.
8. Meet with City Commission to review all outcomes of the above.
9. Our professional fees will be based upon our actual time expended at our current hourly rates but will not exceed \$5,800.00. If additional meetings are desired these would not exceed \$600.00 each.

M. C. Smith & Associates have extensive experience with park and recreational development, including playgrounds, field space and parking improvements. A proposed timeline would be for the consultant to meet with the Parks and Recreation Board at the January 5, 2016 public meeting to kick-off discussions and generate ideas from the public. Other various meetings and site visits will occur over the next several months. Final submittal will go before the City Commission before the end of June, 2016.

Adams Park

Per our request to Michael J. Dul & Associates, Inc. for a proposal cost to assist the City with a site plan or concept design for Adams Park, adjacent to Roeper School on Adams Road, attached is the proposal to provide professional design services to the City of Birmingham.

The property is about 1.45 acres and is considered a shared space during the school year with Roeper School. So, the basis for the site plan is to prepare some mock renderings to aesthetically make improvements where feasible on the City property. Many of the uses will remain as is, but determining various options of the site amenities, landscaping additions and proper site layout is vital.

This will also involve conversations with the neighborhood groups and sit down meetings with Roeper School to coordinate all efforts for potential future improvements. This scope of work will also include the development of a preliminary cost estimate for such proposed improvements.

The above professional services will facilitate public input for establishing a concept site plan for both Adams Park and Poppleton Park. After such initial schematic plans are generated by the two firms, next steps would be to prepare a request for proposal to hire a consultant to prepare plans and specifications, construction and bid documents, construction and contract management of the projects assuming they go forward based upon required approvals and budgeting requests.



PROPOSAL MEMORANDUM

TO: Ms. Lauren Wood
Department of Public Services
851 S. Eton Road
Birmingham, MI 48009 PHO 248-530-1700

MEMO NO.
PROJECT: **LANDSCAPE RENOVATION**
Roeper Park
Birmingham, MI

FROM: Michael J. Dul

RE: **Proposal for Professional Service**

DATE: November 16, 2015

This is our proposal for professional service to provide Landscape Architectural services for the renovation of the City Park adjacent and south of Roeper School. Michael J. Dul & Assoc. will provide ideas in the form of a Master Plan for site grading and drainage, fencing, arrangement of use areas such as hard surface play and landscape.

Work Scope

A base map will be prepared from survey information provided by the City. MJD&A will verify all trees and site elements and incorporate them into a base plan. A Landscape Development Plan will illustrate the proposed design for treatment of the ground plane and the arrangement of site elements including hard surface play area, play equipment, benches, fencing, retaining walls, irrigation, landscape beds, shrubs, perennials and ornamental grasses. A Preliminary Cost Estimate will be prepared (based on professional guesstimates). Revisions will be provided to update the Landscape Development Plan. Required meetings for Design Review Board, City Commission and neighborhood groups are included (total allowance for 4 public meetings). This proposal does not include Bid Documents, Bidding, Construction management or professional services during construction.

Client Investment

Professional fee for the proposed services is (\$5,875.00) fifty-eight hundred seventy-five dollars plus \$175 allotment for customary reimbursables such as printing, express mail, etc. Travel, if required, shall be reimbursed at \$0.60 per mile.

Additional service such as public meetings above the 4 allotted, presentation graphics, construction documents, contractor bid procedure, site inspection trips during construction, shop drawing review, punch lists, plan revisions after bid documents are complete, will be invoiced at our current hourly rate schedule above the quoted fixed fee. Our current hourly rate schedule: Principal (MJD) \$200; Project Manager (PMF) \$125; Landscape Architect; Designer (TS; MC) \$85. Architectural,

To the maximum extent permitted by law, the Client agrees to limit the Landscape Architect's liability for the Client's damages to the sum equal to the Landscape Architect's professional fee. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

If you approve this proposal, please return a signed copy at your earliest convenience.

We welcome this opportunity to be of service and look forward to working together with you again on this project site. Please feel free to phone our office at (248) 644-3410 should you have any question or concerns about this proposal.

APPROVED BY:

NAME

DATE
