



Parks and Recreation Board Agenda

Department of Public Services

851 South Eton-Conference Room

Tuesday, August 14, 2018

6:30 PM

- I. Call to order**
- II. Roll Call**
- III. Approval of the minutes of:** Tuesday, July 10, 2018(*regular meeting*)
- IV. Agenda Items-Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.**
 - 1) Barnum Park Shade Structure Request
 - 2) 345 Hawthorne Landscape Proposal
 - 3) Appointments To The Parks and Recreation Board Sub-Committees
 - 4) 2019 Scheduled Parks and Recreation Board Meeting Dates
 - 5) Buckingham City Property Fence Proposal
- V. Communications/Discussion Items**
 - 1) Ryan Ross Resignation Letter
 - 2) Department Project Updates
 - a) Kenning Park Ballfield Construction –Bid Opening
 - b) Barnum Park
 - 3) Golf Course Updates
 - a) Finance Report - Golf Courses
 - b) Golf Course Report

- 4) 2018 In The Park Concert Series
 - Wednesday, August 15, 2018 JoeyVee (Country) (7pm-9pm)
- 5) Re-Cap of Pickleball at Birmingham Ice Sports Arena, Summer 2018 (*verbal*)
- 6) Update From Master Plan Sub-Committee (*verbal*)

VI. Unfinished Business

VII. New Business

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

IX. Next Regular Meeting – Tuesday, September 11, 2018(DPS)

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

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

PARKS & RECREATION BOARD MISSION STATEMENT

The Parks and Recreation Board strives to provide opportunities for the enjoyment, education, and inspiration for present and future generations of residents and visitors through stewardship of natural, cultural and recreational resources. By continuously elevating the beauty and quality of the parks and recreation system of Birmingham, the Parks and Recreation Board will promote health and wellbeing, and strengthen the community.

PARKS AND RECREATION BOARD MEETING MINUTES

July 10, 2018

John Meehan, Chairperson, called the meeting to order at 6:30 p.m. at 851 S. Eton.

MEMBERS PRESENT: Heather Carmona, Ross Kaplan,
Therese Longe, John Meehan, Ryan Ross,
Lilly Stotland and Bill Wiebrecht

**STUDENT
REPRESENTATIVES PRESENT:** Jakob Sayers, Seaholm Student

**STUDENT
REPRESENTATIVES ABSENT:** CeCe Cousins, Seaholm Student

ADMINISTRATION: Lauren A. Wood, Director of Public Services
Jacky Brito, Golf Course Manager

GUESTS: John Rusche

It was moved by Lilly Stotland, seconded by Therese Longe the minutes of the Tuesday, June 5, 2018 regular meeting be approved.

Yeas – 7 Heather Carmona, Ross Kaplan, Therese Longe, John Meehan, Ryan Ross,
Lilly Stotland and Bill Wiebrecht

Nays – 0

AGENDA ITEM #1 –Appointments To The Parks and Recreation Board Sub-Committees

Vacant Spot for Golf Sub-Committee

The Parks and Recreation Board members decided to keep the Golf Sub-Committee at just two Parks and Recreation Board members.

Yeas – 7 Heather Carmona, Ross Kaplan, Therese Longe, John Meehan, Ryan Ross,
Lilly Stotland and Bill Wiebrecht

Nays – 0

Vacant Spot for Ice Arena Sub-Committee

Therese Longe nominated Ryan Ross to the Ice Arena Sub-Committee

Yeas – 7 Heather Carmona, Ross Kaplan, Therese Longe, John Meehan, Ryan Ross,
Lilly Stotland and Bill Wiebrecht

Nays – 0

Vacant Spot for Master Plan Sub-Committee

Bill Wiebrecht nominated John Meehan to the Master Plan Sub-Committee

Yeas – 7 Heather Carmona, Ross Kaplan, Therese Longe, John Meehan, Ryan Ross,
Lilly Stotland and Bill Wiebrecht

Nays – 0

COMMUNICATION/DISCUSSION ITEM #1 Parks Bond Opportunity

Lauren stated that the City Commission directed the Parks and Recreation Board to work on parks bond opportunities as a result of the outcome of the Parks and Recreation Master Plan.

Lauren stated she, John Meehan and Therese Longe met with Joe Valentine, City of Birmingham Manager to discuss the next steps of what the City Commission goals and objectives are with the Parks and Recreation Master Plan and the outcome from the recommendations from the Parks and Recreation Board.

Lauren stated the Parks and Recreation Board would review projects, put together a priority list and include dollars of potential projects with both examining the Master Plan input and capital project areas and that the Master Plan Sub-Committee would continue to meet with City of Birmingham staff and would report back to the monthly Parks and Recreation Board meetings. Lauren stated a big part would be public input and engagement during the Parks and Recreation Board meetings.

Therese stated there will have to be a community education/engagement process to encourage people to participate, obviously the City of Birmingham does not want to re-do all the Master Plan input.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #2 Press Release: Pontiac Mayor, Council Unite To Restore Youth Recreation Services

Lauren provided to the Parks and Recreation Board a press release from the City of Pontiac.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #3a Kenning Park Ballfield Construction Project

Lauren stated that the documents have been posted on MITN, per normal procedure. Lauren stated that the bid opening dates is set for July 17, 2018.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #3b Quarton Lake Lily Pads

Lauren stated that the treatment of the lily pads will be performed on Monday, July 16, 2018.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #3c Eagle Scout Projects

Lauren provided to the Parks and Recreation Board two proposed local Eagle Scout projects for the City of Birmingham. Lauren stated that one scout project would be to build bat houses and install them near the Rouge River in Fairway Park and Linden Park and the other scout project would be to create an arboretum along sections of the Rouge River Corridor.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #4 The Detroit News Article dated 7/3/2018 – Pro golf's return to Michigan could spark industry rebound

Lauren provided a newspaper article to the Parks and Recreation Board.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #5a Finance Report-Golf Course

Jacky provided the golf course finance report to the Parks and Recreation Board.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #5b Golf Course Report

Jacky provided the golf course report to the Parks and Recreation Board.

No action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #6 2018 In The Park Concert Series

Lauren provided the remainder of the 2018 In The Park Concert Series Schedule to the Parks and Recreation Board.

No action was taken by the Parks and Recreation Board

UNFINISHED BUSINESS:

No unfinished business

NEW BUSINESS:

Therese asked why the Shain Park fountain has been shut down. Lauren stated that the motors and other accessories had to be replaced but the Shain Park fountain has been turned back on.

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

No public comment.

John Meehan stated the next meeting will be held on Tuesday, August 14, 2018 at 6:30 pm at DPS.

John Meehan adjourned the meeting at 7:02pm

Connie J. Folk, Recreation Coordinator

Parks and Recreation Board Meeting 7/10/2018



david young <davidmpyoung@gmail.com>

Barnum Park, Shade Structures

1 message

david young <davidmpyoung@gmail.com>

Wed, Aug 1, 2018 at 1:45 PM

Reply-To: davidmpyoung@gmail.com

To: Lauren Wood <Lwood@bhamgov.org>

Cc: Carrie Laird <Claird@bhamgov.org>, Dave Peterhans <lpeterhans@sbcglobal.net>

Ms Lauren Wood
Department of Public Services
City of Birmingham
851 S Eton Road
Birmingham
MI 48009

August 1, 2018

Dear Ms Wood,

Yesterday evening I met with a Birmingham resident couple who live near Barnum Park and want to donate funds for one Barnum Park shade structure in the Heart of the Park.

Currently, 2 of the shade structures are already in place and there are spaces for 2 more to complete the set of 4 in the Heart of the Park. The 2018/19 City Budget, Capital Projects, (Page 387) lists 2 shade structures (for Barnum Park) at an estimated cost of \$30,000. I would like to propose that we move ahead with this project and construct the 2 remaining, new shade structures simultaneously on the basis that one shade structure will be financed by this donation and that the City will fund the other one. This way we can accommodate the donation and in effect the City will save half the cost of the Capital Project. The design plans and drawings for the shade structures are already in place having been done for the 2 original structures. They may need to be 'tweaked' but there should not be any significant cost associated with this step.

So, I request that the Parks and Recreation Board and then the City Commission, subject to the usual City procedures, will consider and approve this proposal. I will keep the donors apprised of all these developments, especially as to when they should make their donation to the City. I look forward to establishing the next steps.

If approved, the presence of the 4 shade structures in the Heart of the Park will genuinely complete, and thereby enhance, one of the original design elements of Barnum Park.

Thank you.

Sincerely,



David Young
Community for Barnum Park
1011 Clark Street
Birmingham
MI 48009

cc Carrie Laird, Dave Peterhans



MEMORANDUM

Department of Public Services

DATE: August 8, 2018

TO: Parks and Recreation Board Members

FROM: Carrie A. Laird, Parks and Recreation Manager

SUBJECT: 345 Hawthorne Landscape Plan Proposal

Background Information:

Mrs. Marianne Swartz, resident at 416 Hawthorne Street submitted a proposed landscape plan at the November 2012 Parks and Recreation Board Meeting for your review to enhance park property on Hawthorne Street. The landscape plan improved the park side across from 416 Hawthorne Street. That plan consisted of removing dead trees, planting arborvitae, installing landscape mulch, and placing sod which certainly beautified the street side of the park which is part of the Linden Park trail system.

Mrs. Swartz provided all of the material and had all of the work performed by others, all at her expense. The area runs approximately 120' along Hawthorne Street. The plant material included 26 arborvitae. As part of the project, Mrs. Swartz installed an irrigation system. The City is not responsible for replacement of any material. Maintenance of this area is minimal due to the selected material for this project. At the November 2012 meeting, it was moved by John Meehan, seconded by Bill Wiebrecht, to approve the Hawthorne Landscape Plan across from 416 Hawthorne, and further to submit to the City Commission for their consideration and approval of the same.

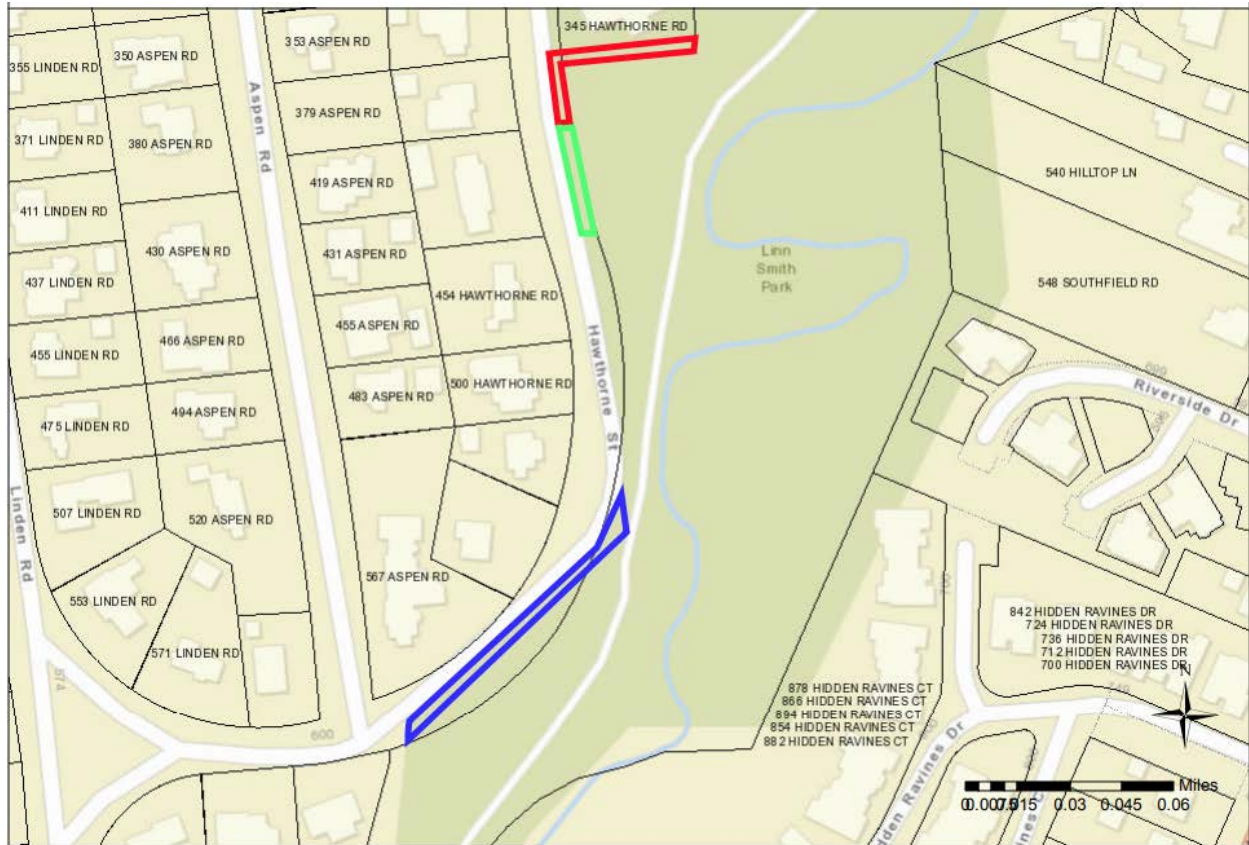
In 2008, Mr. Ed Schulak at 567 Aspen, corner of Aspen and Hawthorne, made improvements to the Park property across from his address as well, including an evergreen screen, shrubs, perennials and irrigation.

For both of these projects, the Department of Public Services issued a Tree and Shrub Permit in accordance with the Tree Preservation Ordinance for such work on public property.

345 Hawthorne Landscape Plan Proposal:

Mr. Patrick Funke, Senior Associate, PLA for Michael J. Dul & Associates Landscape Architecture has put together a landscape plan on behalf of Anthony Cupisz, owner of 345 Hawthorne. Mr. Cupisz's property unlike the 2 properties listed above is directly alongside of park property, where the other two are situated across the street from park property.

Attached is a memorandum from Mr. Funke, and landscape plans for your review.



345 Hawthorne proposed improvement location

416 Hawthorne improvement location

567 Aspen improvement location

SUGGESTED RESOLUTION:

To approve the landscape project next to 345 Hawthorne, along park property which is part of the City trail system in Linden Park and in the right-of-way along Hawthorne Street, as submitted. Further, to submit to the City Commission for their consideration and approval of the same.



MEMORANDUM

TO: Ms. Carrie A. Laird
City of Birmingham Parks & Recreation
851 S. Eton Rd.
Birmingham, MI 48009
PHO (248) 530-1714
claird@bhamgov.org

MEMO NO. 1
PROJECT/FILE NO: 17154
PROJECT: Cupisz Residence
345 Hawthorne
Birmingham, MI 48009

FROM: Patrick Funke, Senior Associate, PLA

RE: **345 Hawthorne**

DATE: August 6, 2018

Anthony (Tony) Cupisz engaged our firm in fall 2017 to provide landscape architectural services for his property at 345 Hawthorne. The project was previously started with a new negative edge swimming pool and house renovations; however, project was not completed and left in disrepair.

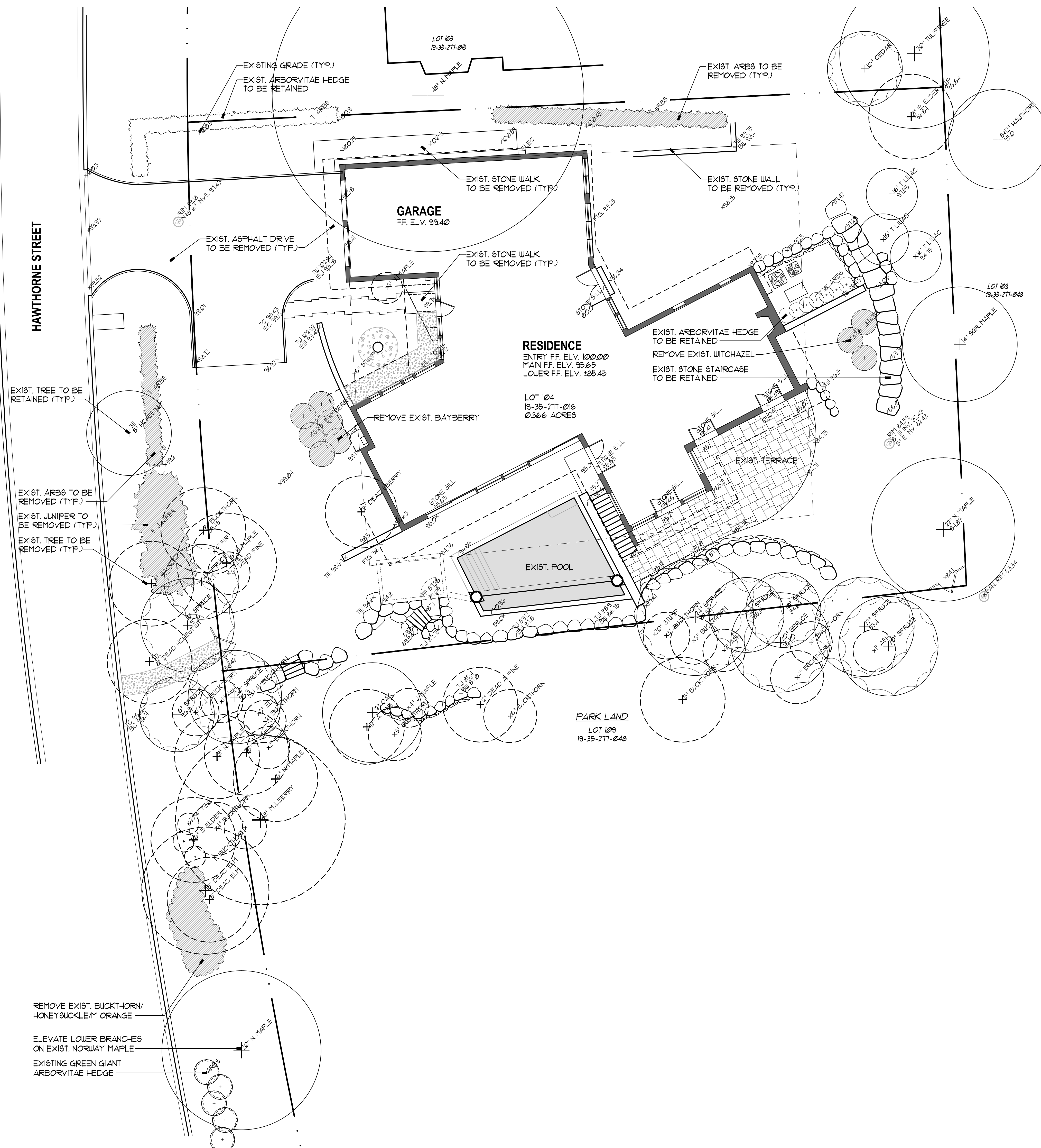
345 Hawthorne is a very unique property in Birmingham, and we are fortunate as landscape architects to be part of the transformation and renovations. One of the unique features that is a major asset to the property is the City of Birmingham park and natural area immediately adjacent to (south and east) of the subject property. This park land is very passive use with a walking path adjacent to the Rouge River.

With the previous renovations, Tony inherited a negative edge swimming pool in his side yard adjacent to the park. The edge of the swimming pool is 5'-0" away from the property line. The home's architecture is very contemporary and alignment to Hawthorne Street is at an angle that makes the swimming pool and future pool deck very exposed to the street.

After a thorough analysis of the park's existing vegetation we have submitted a proposal with plans to remove existing non-native/invasive vegetation (Buckthorn, Ash, Box Elder), dead trees, vines, and supplement with new evergreen plantings to create separation and a visual buffer between the park and Tony's property along the shared south property line. Part of the proposed tree removals would include removal of two (2) large dead American Elm trees and a massive, very unsightly, and storm damaged 48" Mulberry tree.

We have proposed 20 Canadian Hemlock along the shared south property line between the park and Tony's property. We selected Canadian Hemlock as a four season screen, native understory tree that will tolerate shade from the existing tree canopy to be retained. We have also proposed a continuous evergreen hedge: 55 Green Giant Arborvitae (10-12' ht.) along Hawthorne Street, of which approximately 28 arborvitae would be planting in the right-of-way in front of the park, and the balance would be planted in the right-of-way in front of Tony's property. This proposed hedge would be an extension of the arborvitae hedge planted across from 416 Hawthorne St. We are also proposing to extend the sweeping lawn edge between the back of the curb and edge of the arborvitae to match 416 Hawthorne. All proposed plantings will be automatically irrigated from Tony's new irrigation system.

Tony Cupisz is willing to contribute financially all funds required to the proposed tree removals, landscape improvements, and maintenance related to this proposal and plan. We feel this is an exciting opportunity for our client, Tony, and the City of Birmingham to beautify the area and remove dead, damaged, and nuisance vegetation.



www.mjdul.com

SHEET TITLE



PROJECT NUMBER: 17154
DRAWN: P. Funke
CHECKED: M. Dul
DATE: November 15, 2017
REVISIONS: November 20, 2017
July 23, 2018

ORDINANCE REQUIREMENTS -345 HAWTHORNE ST.	
CITY OF BIRMINGHAM, MICHIGAN ZONING DISTRICT: R2 SINGLE FAMILY RESIDENTIAL	PROPOSED:
OPEN SPACE:	
FRONT YARD:	
A MIN. 65% OF FRONT OPEN SPACE	
SHALL BE FREE OF PAVED SURFACES	
TOTAL FRONT YARD AREA	
(W/IN 3153' SETBACK):	3,442 SF.
REQUIRED OPEN SPACE AREA (65%):	2,237 SF.
OPEN SPACE AREA:	2,242 SF. (65.14%)
LOT AREA:	
40% OPEN SPACE REQUIRED	
TOTAL LOT AREA:	15,940 SF.
REQUIRED OPEN SPACE AREA (40%):	6,376 SF.
PRINCIPAL BUILDING & GARAGES:	4,187 SF.
ATTACHED PORCHES, WALKS, & PATIOS:	2,517 SF.
DRIVEWAY:	903 SF.
SWIMMING POOL:	541 SF.
SYNTHETIC TURF PANELS (2)	1,248 SF.
LOT COVERAGE:	9,396 SF. (58.95%)
OPEN SPACE:	6,544 SF. (41.05%)

Parks and Recreation Board
Sub-Committee Listing
As of August 9, 2018

COMMITTEE LISTING	ACTIVE/NON-ACTIVE RE-ACTIVATE	ADDRESS	CITY	STATE	ZIP	PHONE	E-MAIL ADDRESS
NEXT	OPEN						
CROWDFUNDING SUB-COMMITTEE	AS NEEDED						
Therese Longe		1253 Yosemite	B'ham	MI	48009	(248) 258-6744	tmquattro@gmail.com
Lilly Stotland		698 Hanna	B'ham	MI	48009	(248) 433-3148	lstotland@vescooil.com
GOLF SUB-COMMITTEE	ACTIVE						
Bill Wiebrecht		1714 Torry	B'ham	MI	48009	(248) 703-6503	whw989@wowway.com
Ross Kaplan		635 Oak	B'ham	MI	48009	(248) 645-6526	rkaplan@neumannsmith.com
ICE ARENA COMMITTEE	AS NEEDED						
	VACANT	1243 Ruffner	B'ham	MI	48009	(248) 514-3740	art2953@gmail.com
Thomas Maliszewski, BHA President		PO Box 249	B'ham	MI	48012	(248) 763-9509	tmaliszewski3@gmail.com
Christine Shin, FSCB President		1930 Stanley	B'ham	MI	48009	(248) 645-0640	christinejshin@gmail.com
MASTER PLAN COMMITTEE	ACTIVE						
Therese Longe		1253 Yosemite	B'ham	MI	48009	(248) 258-6744	tmquattro@gmail.com
John Meehan		656 Chester	B'ham	MI	48009	(248) 644-5923	john.meehan@att.net
	VACANT	1243 Ruffner	B'ham	MI	48009	(248) 514-3740	art2953@gmail.com
TRAIL SUB-COMMITTEE	ACTIVE						
Therese Longe		1253 Yosemite	B'ham	MI	48009	(248) 258-6744	tmquattro@gmail.com
John Meehan		656 Chester	B'ham	MI	48009	(248) 644-5923	john.meehan@att.net
KENNING PARK FIELD SUB-COMMITTEE	AS NEEDED						
	VACANT						
Bill Wiebrecht		1714 Torry	B'ham	MI	48009	(248) 703-6503	whw989@wowway.com
POPPLETON PARK SUB-COMMITTEE	AS NEEDED						
Ross Kaplan		635 Oak	B'ham	MI	48009	(248) 645-6526	rkaplan@neumannsmith.com
Therese Longe		1253 Yosemite	B'ham	MI	48009	(248) 258-6744	tmquattro@gmail.com
Bill Wiebrecht		1714 Torry	B'ham	MI	48009	(248) 703-6503	whw989@wowway.com

***2019 Scheduled
Parks and Recreation Board Meeting Dates***

WILL BE HELD AT THE DPS CONFERENCE ROOM
AT 851 SOUTH ETON
AT 6:30PM

January 8, 2019
New Year's Day 1/1/2019

February 5, 2019

March 5, 2019

April 2, 2019

May 7, 2019

June 4, 2019

July 2, 2019

August 6, 2019

September 10, 2019

October 1, 2019

November 5, 2019

December 3, 2019

January 7, 2020

DATE: August 8, 2018

TO: Parks and Recreation Board Members

FROM: Carrie A. Laird, Parks and Recreation Manager

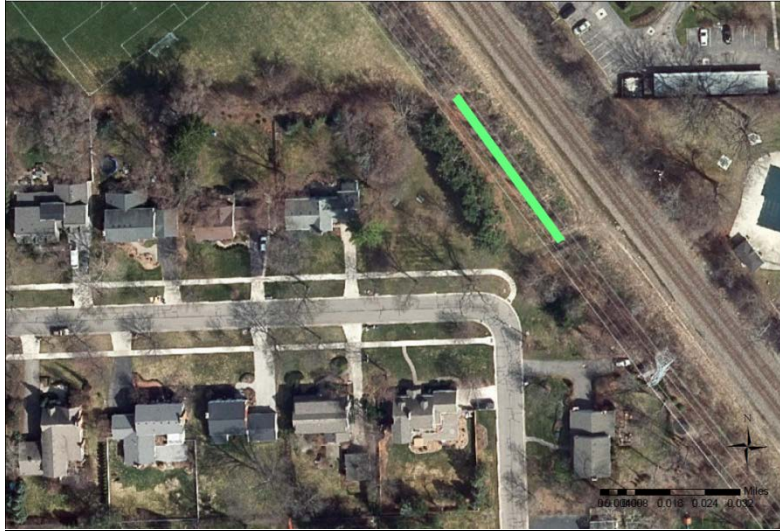
SUBJECT: Buckingham Property Update

Background Information:

International Transmission Company (ITC) owns right of way along the power lines running alongside the Railroad. At Buckingham and Cambridge, the site of city property, in December of 2015, ITC performed clearing to the ground of woody trees and shrubs that provided a buffer between the city property and the RR tracks. As a response, for safety purposes, the City had a 220 ft in length, 6 ft tall chain link fence installed. A composite wood gate was also installed to allow access by ITC and also Canadian National (CN) railroad. The intent was to add landscaping on the City property side of the chain link fence.

Canadian Thistle invaded the area, on both sides of the chain link fence, covering city property, ITC right of way and CN RR property. The city has been working to eradicate the thistle before any landscaping is installed. However, due to the thistle being located on railroad property in addition to city property, each time an application of weed control is applied; permission must be granted through the railroad, which is an extensive process. Additionally, along the RR that abuts Derby middle school, the neighboring property to the north, Canadian Thistle is thriving and when it's seeding, the wind from passing trains transfers millions of seedlings back onto the treated area. It is truly a never ending task without any good results.





Proposed Plan:

In the upcoming month or so, we will be asking fence companies for proposals to install a wooden fence in place of the chain link fence. The existing fence posts can remain, they will be covered with wood boards and the fabric from the chain link fence will be salvaged and repurposed for fencing needs throughout park and city property. The wooden fence will block the view of the unsightly RR property and help to prevent some of the seedlings of Canadian thistle. It will be more aesthetically pleasing, and we will continue to monitor and control the thistle on City property. If feasible, the City will add native plants along the fence as a next step.

SUGGESTED RESOLUTION:

To approve the proposed plan of installing a wooden fence in place of the chain link, along city property that abuts CN railroad property located at Buckingham and Cambridge. Further, to submit to the City Commission for their consideration and approval of this fencing project.

Ryan R Ross
1872 Derby
Birmingham Mi

July 25, 2018

Lauren Wood
Director Of Public Services
Birmingham Mi

Lauren,

Do to our families relocation to Royal Oak please accept my Resignation from the Parks and Recreation Board effective August 1, 2017.

I would like to thank you, staff and the rest of the board for allowing me the opportunity to be a part of such a great team.

Best Wishes
Ryan Ross

MEMORANDUM

Department of Public Services

DATE: July 19, 2018

TO: Joseph A. Valentine, City Manager

FROM: Lauren A. Wood, Director of Public Services

SUBJECT: Kenning Park Ballfield Construction - Bid Opening

This serves as an update on the Kenning Park Ballfield Construction bid opening. Sealed bids were opened on Tuesday, July 17, 2018 for the cost to perform the redevelopment project for the two easterly Kenning Park baseball fields. Two (2) bidders responded. The result of the sealed bids follows in the table below.

Bidder	Base Bid
WCI Contractors	\$794,700.00
Homefield Athletic	\$92,785.00 (Incomplete bid)

We will not be awarding this project as anticipated due to the overpriced bid amount and as the result of only one complete bid submitted for this work. This bid is several hundred thousand dollars over the estimated project amount for this work as determined by Johnson Hill Land Ethics Studio (JHLE). We are in the midst of questioning vendors as to why they did not submit a bid proposal to the City of Birmingham for this project scope.

Our intention is to re-bid the project this fall for a 2019 spring construction start. We have met with Birmingham Little League about the status of this bid and are both reviewing options for adjusting play to other fields for the 2019 season.

I will continue to advise you on the status of all of the details to determine why competitive bids were not received and what the best timing is for re-bidding this work. All of which steps are underway at this time to proceed with this construction as timely and effectively as possible.

DATE: August 3, 2018

TO: Lauren Wood, Director of Public Services

FROM: Carrie Laird, Parks and Recreation Manager

SUBJECT: Kenning Park Ball Field Construction Update

The request for proposals (RFP) for Kenning Park Ball Field Construction was placed on MITN per our normal procurement process in late June. Bids were due July 17, and as you know we received only two (2) bids and one (1) was incomplete.

According to MITN reporting, approximately 350 vendors were notified of this RFP and 40 of them downloaded all or a portion of the RFP documents. We also invited acquainted vendors to bid on this work, whether they saw it on MITN or not.

After reaching out to some vendors, the one common factor in not bidding on this project was that the vendor did not have enough room in their schedule to complete the work this year, they were too busy for the remainder of the year. The completion date was October 31st, with the anticipation of field use in the spring. The vendors that I spoke with were all very interested in the project and expressed that they would take another look at it should it be bid out this fall/winter. Another common concern was that it was an aggressive schedule, with an August start and enough time to allow for grass seeding and enough time for healing in before winter would set in. Frankly, the schedule would have required an additional visit by the contractor in the spring for any punch list items including re-seeding before play could begin. One vendor said that he was having a hard time getting the required bonds, but that it was being resolved and he would take up the opportunity to bid over the winter.

The strategy that we will proceed with is as follows: Re-post the Kenning Park Ball Field Construction RFP on MITN October/November, and give ample time for vendors to review the RFP and attend a pre-bid meeting. We will also invite vendors again that specialize in this type of work, and expand our list to include vendors that have worked on similar projects in various school districts.



MEMORANDUM

Department of Public Services

DATE: August 8, 2018

TO: Parks and Recreation Board Members

FROM: Carrie A. Laird, Parks and Recreation Manager

SUBJECT: Barnum Park Updates

Soccer Field/Softball Field:

Late last fall, we began the maintenance project of grading the soccer area and crowning the ball field, including adding new topsoil and infield product. The contractor had a punch list to address this spring, and began work again in late May/early June due to an unusually late start to spring. Drain tile was added, however it took some time to eliminate wet areas mostly due to very poor ground conditions, clay and other material underneath the surface. Grass seed is coming in, and the contractor also has treated some weeds. The area remains fenced off so there is no foot traffic and we will keep this soccer field out of play this fall, as the contractor will need to apply a weed control product and also more seed to touch up areas. The softball field will remain closed as well, as the outfield area is affected.



Photos dated 6/22/2018



Photos dated 8/8/2018



No-Mow areas:

The native plant beds are now on a maintenance program to be treated with weed control by a contractor specializing in invasive species removal. One application has occurred this summer and 2 more visits are scheduled.

Barnum Arch Landscape Enhancements:

A request for proposals went out to prospective contractors late May. Three (3) contractors attended a pre-bid meeting and only one (1) contractor submitted a proposal. In addition, the proposal was incomplete, only the brick work was included. We met with Dave Peterhans, architect and David Young, community for Barnum Park, to review the proposal and discuss next steps. At this time, we are not proceeding with the work as proposed. However, concrete work will be scheduled with the sidewalk replacement program through our engineering department. The entire approach to the arch will be replaced. The steps up to the arch will be addressed as part of the project as well. Bench pads on either side of the sidewalk approach will be added. A design element for the concrete work such as exposed aggregate may be included as well, and Dave Peterhans is currently finalizing the drawings for the concrete work. Dave Peterhans will also adjust the landscape work and brick work, and we will re-bid the landscape and brick work over the winter months.

CITY OF BIRMINGHAM
GOLF COURSE OPERATING REPORT
FOR THE MONTH ENDED JUNE 2018

	SPRINGDALE		LINCOLN HILLS		COMBINED		PRIOR YEAR COMBINED	
	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE
REVENUES								
FOOD & BEVERAGE SALE	7,751	10,538	13,081	22,248	20,832	32,786	17,379	33,324
MERCHANDISE SALES	1,944	2,726	3,024	6,287	4,968	9,012	3,799	10,200
WEEK DAY GREENS FEES	38,192	58,960	31,211	82,867	69,403	141,826	73,616	171,975
WEEKEND & HOLIDAY GREENS	14,686	21,923	15,136	36,040	29,821	57,963	34,584	82,988
PULL CART RENTALS	1,010	1,338	925	2,262	1,935	3,599	2,075	4,373
TOURNAMENT ENTRY FEES	339	339	2,126	2,126	2,465	2,465	1,384	2,684
CLASSES	-	-	34,364	92,794	34,364	92,794	40,669	87,077
GOLF CART RENTALS	16,744	22,853	16,830	34,707	33,574	57,560	34,556	66,480
BUSINESS MEMBERSHIP	500	1,300	1,060	7,860	1,560	9,160	1,100	8,580
NON-RESIDENT MEMBERSHIPS	6,750	15,250	10,550	111,075	17,300	126,325	16,800	129,280
UNLIMITED GOLF PASS	-	-	-	4,200	-	4,200	400	4,300
PACKAGE CLUB PASS	-	-	-	-	-	-	-	290
GOLF HANDICAP FEE	-	-	-	-	-	-	-	-
INVESTMENT INCOME	-	-	2,733	14,221	2,733	14,221	(12,064)	(3,996)
LEASE PAYMENTS	1,648	9,792	587	3,524	2,235	13,316	2,170	13,020
SUNDRY & MISCELLANEOUS	28	28	142	315	170	343	223	381
CASH OVERAGE/(SHORTAGE)	-	-	0	(1)	0	(1)	-	10
0								
TOTAL REVENUES	89,592	145,046	131,769	420,524	221,361	565,571	216,691	610,966
EXPENSES								
FINANCE								
ADMINISTRATION COST	1,343	8,060	1,343	8,060	2,687	16,120	2,948	17,688
AUDIT	-	-	-	-	-	-	-	-
SUB-TOTAL FINANCE	1,343	8,060	1,343	8,060	2,687	16,120	2,948	17,688
MAINTENANCE								
SALARIES & WAGES DIRECT	12,529	28,386	10,282	30,935	22,811	59,321	21,976	59,549
OVERTIME PAY	493	610	8	8	500	619	1,773	3,591
LONGEVITY	-	-	-	-	-	-	-	-
FICA	990	2,190	781	2,339	1,771	4,529	1,804	4,776
HOSPITALIZATION	941	4,389	946	4,440	1,886	8,829	1,352	5,993
LIFE	21	97	21	97	42	194	44	204
RETIRE CONTRIB HEALTH	215	1,278	216	1,279	431	2,557	(114)	2,143
DENTAL/OPTICAL	75	351	75	353	150	703	159	721
LT/ST DISABILITY	33	154	33	155	66	309	70	316
WORKER'S COMPENSATION	118	261	95	282	213	543	229	616
SICK LEAVE PAYOUT	-	-	-	-	-	-	-	-
RETIREMENT EMPLOYER CNTRB	122	704	124	706	246	1,410	3,508	4,229
HRA BENEFIT	-	10	-	10	-	20	-	20

CITY OF BIRMINGHAM
GOLF COURSE OPERATING REPORT
FOR THE MONTH ENDED JUNE 2018

	SPRINGDALE		LINCOLN HILLS		COMBINED		PRIOR YEAR COMBINED	
	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE
RETIREMNT-DEF CONTR EMPLR	322	1,504	322	1,513	644	3,017	665	3,045
RET HLTH SVGS CONTR EMPLR	110	515	111	518	221	1,033	244	1,109
OPERATING SUPPLIES	8,973	18,931	7,859	13,797	16,832	32,728	22,483	57,664
OTHER CONTRACTUAL SERVICE	1,377	12,801	1,077	3,451	2,454	16,251	1,334	5,119
TELEPHONE	-	-	-	-	-	-	-	-
ELECTRIC UTILITY	506	1,426	2,326	4,595	2,832	6,021	3,257	5,935
GAS UTILITY	22	892	27	817	49	1,709	78	1,859
WATER UTILITY	-	-	62	136	62	136	73	135
TRAINING	-	562	-	446	-	1,008	239	779
PRINTING & PUBLISHING	-	-	-	-	-	-	-	-
EQUIPMENT RENTAL OR LEASE	2,417	14,500	2,465	14,549	4,882	29,049	5,466	30,632
SUB-TOTAL MAINTENANCE	29,263	89,560	26,830	80,425	56,093	169,986	64,640	188,435
<u>CLUBHOUSE</u>								
SALARIES & WAGES DIRECT	16,916	33,653	24,961	52,899	41,877	86,552	46,270	102,661
OVERTIME PAY	47	47	348	459	394	506	201	567
LONGEVITY	-	-	-	-	-	-	-	-
FICA	1,291	2,573	2,112	4,232	3,403	6,805	3,542	7,837
HOSPITALIZATION	1,533	7,156	1,539	7,240	3,072	14,396	4,113	17,206
LIFE	2	11	2	12	5	24	5	26
RETIRE CONTRIB HEALTH	223	1,315	224	1,316	447	2,631	(124)	2,206
DENTAL/OPTICAL	90	419	90	423	180	841	180	733
LT/ST DISABILITY	39	184	39	187	79	371	79	322
WORKER'S COMPENSATION	157	311	236	496	392	807	450	1,009
SICK TIME PAYOUT	-	-	-	-	-	-	-	-
RETIREMENT EMPLOYER CNTRB	139	781	140	783	279	1,564	3,971	4,805
HRA BENEFIT	-	20	-	20	-	40	-	40
RETIREMNT-DEF CONTR EMPLR	367	1,713	367	1,748	734	3,461	731	3,425
RET HLTH SVGS CONTR EMPLR	107	500	107	512	215	1,012	218	1,023
OPERATING SUPPLIES	2,127	6,053	3,063	9,076	5,190	15,129	4,765	16,086
FOOD & BEVERAGE	3,049	4,386	5,081	9,132	8,130	13,518	6,520	13,439
BEER AND WINE	2,119	2,529	1,550	3,863	3,669	6,392	3,210	7,430
MERCHANDISE	1,022	4,115	2,731	7,984	3,754	12,100	824	9,106
INSTRUCTORS	-	-	-	-	-	-	-	-
OTHER CONTRACTUAL SERVICE	859	1,450	2,444	7,303	3,303	8,753	5,980	9,000
TELEPHONE	289	887	271	979	560	1,866	198	1,136
CONTRACTUAL ALARM	79	473	145	871	224	1,344	224	1,344
ELECTRIC UTILITY	695	1,620	-	-	695	1,620	1,097	1,898
GAS UTILITY	36	940	29	178	65	1,117	76	1,378
WATER UTILITY	44	468	169	458	213	926	175	1,204
PRINTING & PUBLISHING	288	1,854	474	1,366	762	3,219	-	1,434

CITY OF BIRMINGHAM
GOLF COURSE OPERATING REPORT
FOR THE MONTH ENDED JUNE 2018

	SPRINGDALE		LINCOLN HILLS		COMBINED		PRIOR YEAR COMBINED	
	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE	CURRENT MONTH	CALENDAR- TO-DATE
MARKETING AND ADVERTISING	-	3,050	-	3,562	-	6,613	607	4,635
TRAINING	-	2,381	-	2,381	-	4,762	-	270
DEPRECIATION	4,333	26,000	4,917	29,500	9,250	55,500	6,989	52,404
EQUIPMENT RENTAL OR LEASE	-	8,775	549	9,469	549	18,244	16,022	16,171
LIAB INSURANCE PREMIUMS	339	11,935	339	11,935	678	23,869	678	24,252
LIQUOR LICENSE	-	1,253	-	1,253	-	2,505	-	2,505
TRANSFER TO GENERAL FUND	-	-	60,261	101,928	60,261	101,928	-	-
SUB-TOTAL CLUBHOUSE	36,190	126,852	112,189	271,563	148,380	398,416	107,001	305,552
TOTAL EXPENSES	66,797	224,473	140,362	360,049	207,159	584,521	174,589	511,675
NET PROFIT (LOSS)	22,795	(79,426)	(8,593)	60,476	14,202	(18,950)	42,102	99,291
NET OPERATING PROFIT (LOSS) (EXCLUDING DEPRECIATION AND TRANSFERS)						138,478		151,695

Golf Report - July Report

July was a steady month as seen in rounds and revenue departments as shown in the charts below. Our Jr Golf program is finishing up this week and we are excited to host our Jr Club Championship on August 16th. Our Nite Golf was cancelled in July due to inclement weather and we are looking forward to our last one in September.

History of Rounds Calendar Years 2014 -2018

MONTH	2014			2015			2016			2017			2018		
	LH	SD	Total	LH	SD	Total	LH	SD	Total	LH	SD	Total	LH	SD	Total
January	0	0	0	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	0	0	0
March	0	0	0	0	0	0	321	0	321	60	0	60	0	0	0
April	3,705	652	4,357	3,087	1,713	4,800	2,389	1,616	4,005	2,816	1,383	4,199	2,466	0	2,466
May	4,393	3,493	7,886	4,892	4,293	9,185	5,461	3,910	9,371	4,759	3,975	8,734	4,296	2,402	6,698
June	5,330	4,216	9,546	5,556	4,268	9,824	5,595	4,269	9,864	5,812	4,431	10,243	5,284	4,544	9,828
July	5,139	4,636	9,775	5,718	5,218	10,936	5,788	4,856	10,644	6,027	4,720	10,747	5,818	5,027	10,845
August	4,376	4,084	8,460	4,408	4,403	8,811	4,273	3,873	8,146	3,631	3,974	7,605	0	0	0
September	3,074	2,746	5,820	3,411	3,059	6,470	3,163	2,698	5,861	3,057	3,089	6,146	0	0	0
October	915	2,493	3,408	2,666	908	3,574	2,037	1,990	4,027	2,556	1,610	4,166	0	0	0
November	33	675	708	1,489	0	1,489	2	1,545	1,547	610	0	610	0	0	0
December	0	124	124	514	0	514	0	54	54	185	0	185	0	0	0
TOTALS	26,965	23,119	50,084	31,741	23,862	55,603	29,029	24,811	53,840	29,513	23,182	52,695	17,864	11,973	29,837

2018 Membership Analysis

MEMBERSHIPS	CY 2013		CY 2014		CY 2015		CY 2016		CY 2017		YTD July 2018	
	#	%	#	%	#	%	#	%	#	%	#	%
Business	99	13.20%	102	13.42%	109	12.73%	109	12.56%	92	10.24%	106	12.09%
Non-Resident - Individual	401	53.47%	406	53.42%	475	55.49%	465	53.57%	502	55.90%	492	56.10%
Non-Resident - Dual	185	24.67%	175	23.03%	194	22.66%	209	24.08%	220	24.50%	220	25.09%
Non-Resident - Family	65	8.67%	77	10.13%	78	9.11%	85	9.79%	84	9.35%	59	6.73%
Total	750	100.00%	760	100.00%	856	100.00%	868	100.00%	898	100.00%	877	100.00%

RESIDENT MEMBERSHIPS	CY 2013		CY 2014		CY 2015		CY 2016		CY 2017		YTD July 2018	
	#		#		#		#		#		#	
Resident	2,007		1,733		2,090		1,874		1,898		1604	

YTD 2017 and YTD 2018 Revenue Comparisons

	SALES		SALES		
REVENUES	YTD July 2017		YTD July 2018		DIFFERENCE
Greens Fee	\$370,439	69.62%	\$315,789	67.24%	(\$54,650)
Cart Fee	\$108,896	20.47%	\$101,075	21.52%	(\$7,821)
Food & Beverage	\$26,755	5.03%	\$27,642	5.89%	\$887
Beer	\$24,998	4.70%	\$23,270	4.95%	(\$1,728)
Wine	\$1,017	0.19%	\$1,866	0.40%	\$850
Total	\$532,105	100.00%	\$469,644	100.00%	(62,461)