



Parks and Recreation Board Agenda
Department of Public Services
851 South Eton-Conference Room
Tuesday, March 2, 2021
Virtual Meeting
6:30 PM

- I. Call to order**
- II. Welcome Student Representatives:** R.J. Carrel, Groves
Alison Chapnick, Groves
Kyle Sayers, Seaholm
- III. Roll Call**
- IV. Approval of the minutes of:** Tuesday, February 2, 2021 (*regular meeting*)
- V. Agenda Items-Written and submitted by 5pm Monday at the Birmingham Ice Sports Arena, one week prior to the meeting.**
 - 1.** Birmingham Ice Sports Arena Renovation/Additions Design Review
- VI. Communications/Discussion Items**
 - 1.** Capital Projects Sub Committee Report-February 24, 2021
 - 2.** Ice Arena Finance Report, period ending-January 31, 2021
 - 3.** Birmingham City Commission
 - a.** Ice Arena Workshop, virtual-March 8, 2021 at 6:00 pm
 - 4.** Update on portable toilets and park shelters within the park system
 - 5.** Learn to monetize Birmingham Ice Arena, Downtown News Magazine
 - 6.** Here are Birmingham's plans on when \$11.25 million in parks, recreation improvements start, Hometown life
- VII. Unfinished Business**
- VIII. New Business**
- IX. Open To The Public for Items Not On the Agenda**
- X. Next Regular Meeting – Tuesday, April 6, 2021**

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

February 2, 2021

Heather Carmona, Chairperson, called the meeting to order at 6:30 p.m. for the virtual meeting.

MEMBERS PRESENT:

Heather Carmona	(location: Birmingham, MI)
Susan Collins	(location: Birmingham, MI)
Pam Graham	(location: Birmingham, MI)
Ross Kaplan	(location: Birmingham, MI)
Anne Lipp	(location: Birmingham, MI)
Ellie Noble	(location: Birmingham, MI)
Dominick Pulis	(location: Birmingham, MI)

MEMBERS ABSENT:

John Rusche

ADMINISTRATION:

Lauren A. Wood, Director of Public Services
Jacky Brito, Golf Course Manager
Carrie A. Laird, Parks and Recreation Manager
Connie J. Folk, Recreation Coordinator

GUESTS:

Steve Carrel, Gary Piotrowicz, Brandon Reinkensmeyer
Cindy Rose, Robert Runco and Zack Warson

It was moved by Susan Collins, seconded by Ross Kaplan to approve the minutes of the January 5, 2021 regular meeting as amended.

ROLE CALL VOTE:

Ayes, Heather Carmona, Susan Collins,
Pam Graham, Ross Kaplan, Anne Lipp,
Ellie Noble and Dominick Pulis

Nays, None

AGENDA Item #1 Annual Golf Report

Jacky Brito reviewed the 2020 Annual Golf Report. Jacky reported that the golf courses had an explosive year and how thankful she was for her staff and the golfers. Jacky stated that the golf courses finished the season with a net surplus of \$259,335.

Jacky stated that the resident memberships increased by 134, or 8%, and non-residents increased by 20%, a total of 167 new memberships. Jacky with the uncertainty in spring and people were not sure if they should play or not, we offered a \$25 COVID-19 discount off the Non-Resident and Business memberships. This discount was applied to 918 memberships that totaled \$22,950, and was well received by all. The same discount will be offered again for the 2021 golf season.

Jacky continued through the golf report and discussing the junior golf program, food and beverages revenues and expenses and how COVID-19 affected these two categories. Jacky stated most of the golf course projects were put on hold, but was excited to have the patio completed at Springdale.

Jacky shared the following Capital Improvements for 2020/2021:

Springdale

- Renovate and Add New Cart Paths (Abutments on all bridges, #4, #5 and #2)
- Extending Cart Path to Wash Carts – Damage from COVID
- Installing New Tee Signs
- Installing a New Bathroom (Fabricated Building) with Cement Pad
- Begin the Process for Irrigation System

Lincoln Hills

- Install Enclosure for Garbage Dumpsters in Parking Lot
- Beautify Clubhouse and Bathroom Beds
- Add Drainage on #4
- New Entrance Sign
- Build Up Putting Green

Jacky stated the main focus always revolves around membership, and with the abundant new members during COVID-19, the need to create activities, tournaments, leagues and lessons to connect these new golfers to the game were important.

Ross and Dominick commented on a great job on the golf course report and what a nice job the staff did at the golf courses.

It was moved by Anne Lipp, seconded by Ross Kaplan to accept the 2020 Annual Golf Report and recommend it to be forward to the City of Birmingham commission.

ROLE CALL VOTE:

Ayes,

Heather Carmona, Susan Collins,
Pam Graham, Ross Kaplan, Anne Lipp,
Ellie Noble and Dominick Pulis

Nays,

None

AGENDA ITEM #2: Adam's Park Design Consult Proposal

Carrie stated that the City of Birmingham is moving forward on some projects with the approval of the Parks and Recreation Bond from November of 2020. Carrie stated that in the packet is the Parks and Recreation Bond Priority List, identifying projects in order to determine the bond amount and ultimately bond ballot language for consideration.

Carrie stated that Adams Park is included in Schedule I of the Priority List. In 2016, the City requested a concept plan for Adams Park designed by Michael J. Dul & Associates that was presented and accepted at a Parks and Recreation Board meeting and received by the City Commission. The concept plan was a result of public input, meeting with neighborhood groups and Roeper School.

Carrie stated the work includes the consultant providing a base map from survey information provided by the City, a preliminary development plan proposed design for park elements such as play equipment and landscape beds, and a preliminary cost estimate for budgeting purposes.

Carrie stated the Department of Public Services recommends awarding the Adams Park Master Plan Design to Michael J. Dul & Associates in the amount not to exceed \$7,675, which includes \$175 allotment for reimbursables.

Dominick asked if there were any opportunities to move faster on the Adams Park project.

Carrie stated there needs to be time to meet with the stakeholder groups, have input sessions for the public and approval from the Parks and Recreation Board and City Commission and that bidding in the fall is appropriate.

Pam asked if there is a plan to discuss with the stakeholders of Roeper Schools to find out their expectations of Adams Park prior to engaging Michael J. Dul & Associates. Carrie stated that there will be discussion with Roeper School.

Ross stated that Roeper did commit in 2016 understanding that times have changed. Lauren stated that administration will be reaching out to representatives from Roeper. Lauren stated that there is a cooperative agreement between the City of Birmingham and Roeper for their use of Adams Park.

It was moved by Dominick Pulis and seconded by Ross Kaplan to recommend the Adams Park Design Consultant project award be to Michael J. Dul & Associates. Further, to forward this project to be considered for approval by the City Commission.

ROLE CALL VOTE:

Ayes,

Heather Carmona, Susan Collins,
Pam Graham, Ross Kaplan, Anne Lipp,
Ellie Noble and Dominick Pulis

Nays,

None

Cindy stated that just knowing that Adams Park project is on the docket for the upcoming year is wonderful and it does take time and there are procedures in place that has to be followed.

COMMUNICATION/DISCUSSION ITEM #1: Long Range Planning Items

Parks and Recreation Bond Timeline/Birmingham Ice Sports Arena

Lauren provided the Parks and Recreation Board the documents that were discussed at the Long Range Planning meeting.

Dominick requested that the documents related to the Birmingham Ice Sports Arena be cleaned up to represent the current path moving forward for the Birmingham Ice Sports Arena project.

Lauren stated that the documents and the website will be reviewed and be cleaned up to represent the project at the Birmingham Ice Sports Arena

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #2: Capital Projects Sub Committee Report- January 5, 2021

Susan reviewed the report with the Parks and Recreation Board.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #3: Ice Arena Finance Report, period ending- December 31, 2020

Lauren provided to the Parks and Recreation Board an ice arena financial item which will be provided to the Parks and Recreation Board going forward. Lauren stated that both revenue and expenses are both down because of COVID-19 restrictions and the closers due to COVID-19.

Susan asked that if the department is tracking the loss because of the closure due to COVID-19.

Lauren stated that administration has been tracking the losses and will give an update to the Parks and Recreation Board members at a future meeting.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #4: Ice Arena Project Update (verbal)

Lauren stated that plans will be provided to the Birmingham Parks and Recreation Board for review.

Anne reiterated that 70% of the Park Bond approval was slated for the Birmingham Ice Sports Arena improvements and the Birmingham Ice Arena is not a special interest facility as stated by a member of City Commission and it is used by a large variety of individuals.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #5: Staying Informed about the Parks and Recreation Bond

Lauren shared with the Parks and Recreation Board information the City of Birmingham website that shows primed information sites related to the Parks and Recreation Bond and the Birmingham Ice Sports Arena.

Lauren shared with the Parks and Recreation Board on how to sign up for the City of Birmingham constant contact that is used to send out messages on a variety of topics and important updates to individuals who are signed up.

Robert Runco stated as the president of the Birmingham Hockey Association the association will be available for any assistance that might be needed. The Birmingham Hockey Association represents approximately 400 families that participate in the association and skate at the Birmingham Ice Sports Arena.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #6: Lots of fun outdoor activities in Birmingham, Downtown News Magazine

Lauren provided to the Parks and Recreation Board an article regarding outdoor activities in Birmingham.

No Action was taken by the Parks and Recreation Board

UNFINISHED BUSINESS:

No Unfinished Business

No Action was taken by the Parks and Recreation Board

NEW BUSINESS:

No New Business

No Action was taken by the Parks and Recreation Board

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

Robert Runco stated how excited the hockey community is and if there is anything the association can assist with the association will.

Steve Carrel president of Birmingham Unified High School Hockey Booster Club stated how excited the organization is and they are also here to assist and are also to supportive of the Birmingham Ice Sports Arena.

Pam asked if the City of Birmingham has ever offered an incentive on completing a project early.

Lauren stated that there has been a history of either penalizing a contractor or giving a bonus on construction projects. Laruen stated that it might costs more but that is a good idea.

Brandon Reinkensmeyer member of the Birmingham Hockey Association, a past player of Birmingham Hockey Association and I he now has a son in the hockey program and a daughter in the skating club of Birmingham and is very excited on the project.

Zack Warson, Birmingham Varsity Unified High School Hockey Coach wanted to echo the excitement of the athletes and how very trying year of a year the players have had with all the setbacks and are all looking forward to next season with all the new renovations to the Birmingham Ice Sports Arena.

Gary Piotrowicz, past president of Birmingham Unified High School Hockey Booster Club and past president of the Birmingham Hockey Association wanted to reiterate the Birmingham Ice Sports Arena is a community ice arena and that the teams are from the Birmingham area.

Heather Carmona stated the next regular meeting will be held on Tuesday, February 2, 2021 virtually at 6:30 pm.

Meeting was adjourned at 8:00 pm
Connie J. Folk, Recreation Coordinator



MEMORANDUM

Department of Public Services

DATE: February 24, 2021

TO: Parks and Recreation Board Members

FROM: Lauren Wood, Director of Public Services

SUBJECT: Ice Arena – Renovation/Additions Project Design Review

On January 11, 2021, the City Commission authorized Andrus Architecture to serve as the architectural/engineering design firm for the Birmingham Ice Sports Arena project. They are putting together design plans and specifications for these improvements in order to bid out the construction portion of this work.

Plante Moran Cresa (PMC) is serving as the City's representative during this entire project. Robert Stempien began working with the City of Birmingham in 2018 to perform a Facility and Operational Assessment of the Birmingham Ice Arena (BIA) with the intent to serve as a road map for future capital projects at the BIA.

Part of the scope of work for the renovation/additions to the ice arena includes shifting the main ice arena to the east to accommodate ADA requirements, a new Women's Locker Room, a new High School Team Locker Room, enlarging the existing locker rooms (4), and a new Studio Rink observation area/meeting room. The existing building is 42,712 square feet. The additions total 2,458 square feet or 5.7% additional space. Since this engagement, Robert Stempien has been communicating with the various Ice Arena users for facility input.

The City continues to involve both the community and user groups for input opportunities, as it has done throughout the past several years regarding improvements to the Ice Arena. Public engagement dates back to 2017, which was part of the Five (5) Year Parks and Recreation Master Plan process, where public input was gathered.

Attached to this report you will find a presentation which provides an update on the Birmingham Ice Sports Arena Renovation/Additions project that will be reviewed during the March 2, 2021 Parks and Recreation Board meeting. It includes the project timeline, the renovation design, elevation drawings and potential revenue opportunities.

SUGGESTED RESOLUTION:

To accept the design review that it meets expectations of the renovations and additions of the Birmingham Ice Sports Arena project.



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Birmingham Ice Sports Arena

City of Birmingham Parks & Recreation Update 3-2-21



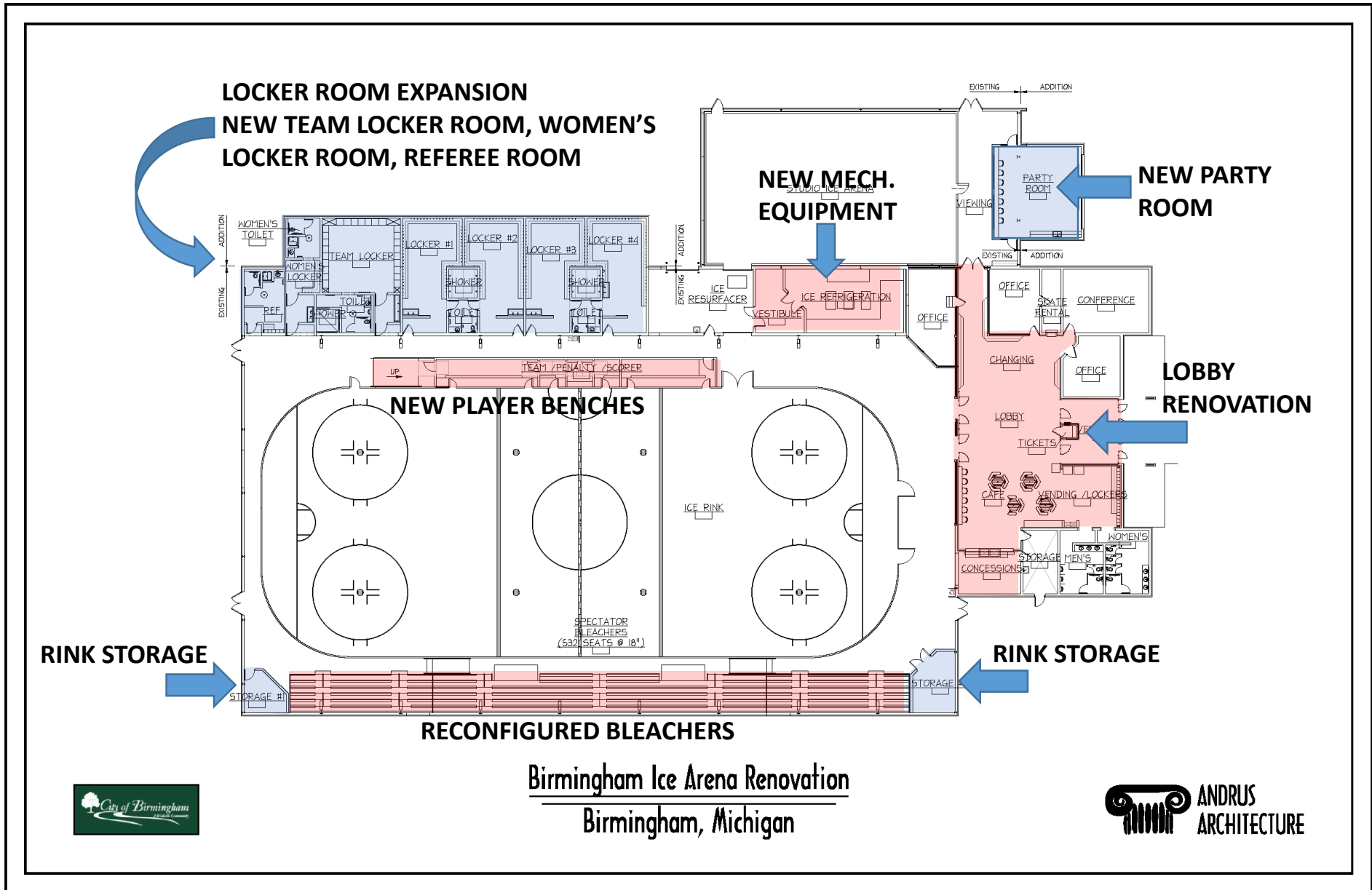
Birmingham Ice Sports Arena

Project Timeline:

March 2nd	Parks & Recreation Board Update
March 4th	Architectural Review Committee
March 8th	Commissioner Workshop
March 10th	Issue GC RFP
March 31st	GC RFP Due
April 12th	Commissioner GC Recommendation
April 13th	GC Engagement
April 24th	Last Day of Ice Rental – Main Rink
April 26th	Ice Removal
April 29th	Construction Start
Sept. 20th	Owner Occupancy



Birmingham Ice Sports Arena

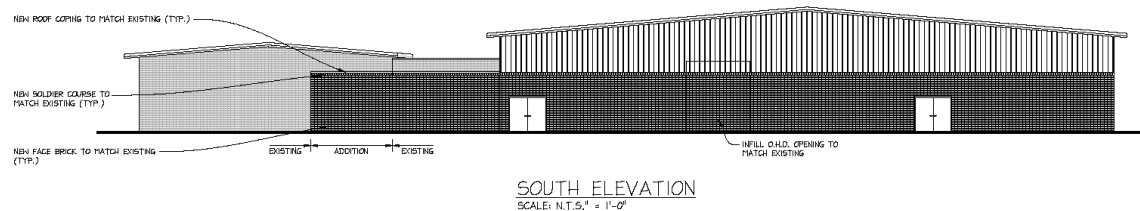
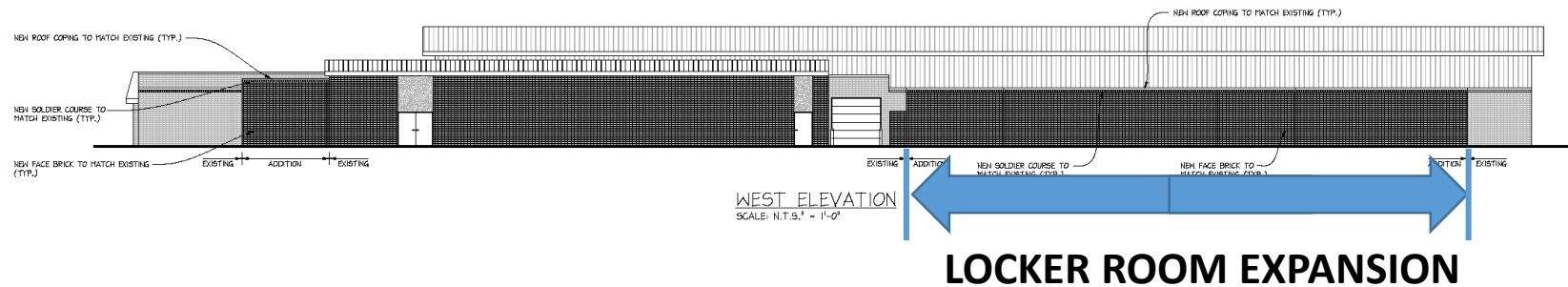
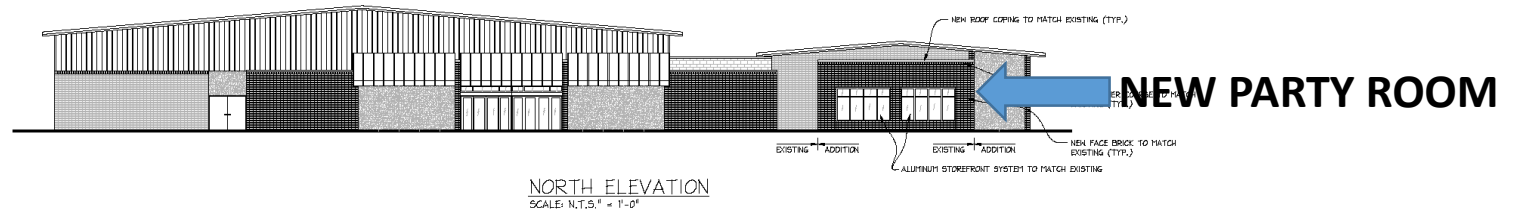


Birmingham Ice Arena Renovation
Birmingham, Michigan





Birmingham Ice Sports Arena



Birmingham Ice Arena Renovation
Birmingham, Michigan





Birmingham Ice Sports Arena – Potential Revenue

Extended Ice Rental Season:

Spring Hockey Leagues – May

Summer Camps – June to August

High School Development Camp

Power Skating - Laura Stramm, Kim Muir

Spring Tournaments





Birmingham Ice Sports Arena – Potential Revenue

Party Room Rental:

Birthday Parties

Team Events

Community Rental

Curling Events



BIRTHDAY PARTY PACKAGES
WAYS TO CELEBRATE!

PLAN YOUR FUN !	BRONZE \$175 + TAX	SILVER \$250 + TAX	GOLD \$375 + TAX	HOCKEY \$250+ TAX	NIGHT GLOW \$300 + TAX
Skating Time	2 hours	2 hours	2 hours	1.5 hours	2 hours- Fri. Night
Skate Rentals	✓	✓	✓	Hockey Equipment Required	✓
Snackbar Voucher	Chips		Chips		Chips
Pizza		✓	✓	✓	✓
Soft Drink or Hot Cocoa	✓	✓	✓	✓	✓
Private Party Room		✓	✓	✓	✓
Locker Room	✓	✓	✓	✓	✓
Party Host		✓	✓		
Group Skate Instructions			✓		
Extra Guests	\$15/person	\$20/person	\$30/person	\$27/person	\$25/person

ADD ON OPTIONS:

- Extra Pizza
- 1/2 Hour Group Lesson
- Party Room is booked on first come basis

Call to Book Today! 845-454-5800 ext. 1201

REGISTRATIONS ARE REQUIRED

All party packages include up to 10 children
Printable invitations Available
Walkers reserved in advance if available



Birmingham Ice Sports Arena – Potential Revenue

Live Barn Subscriptions

LiveBarn

NHL FACILITIES

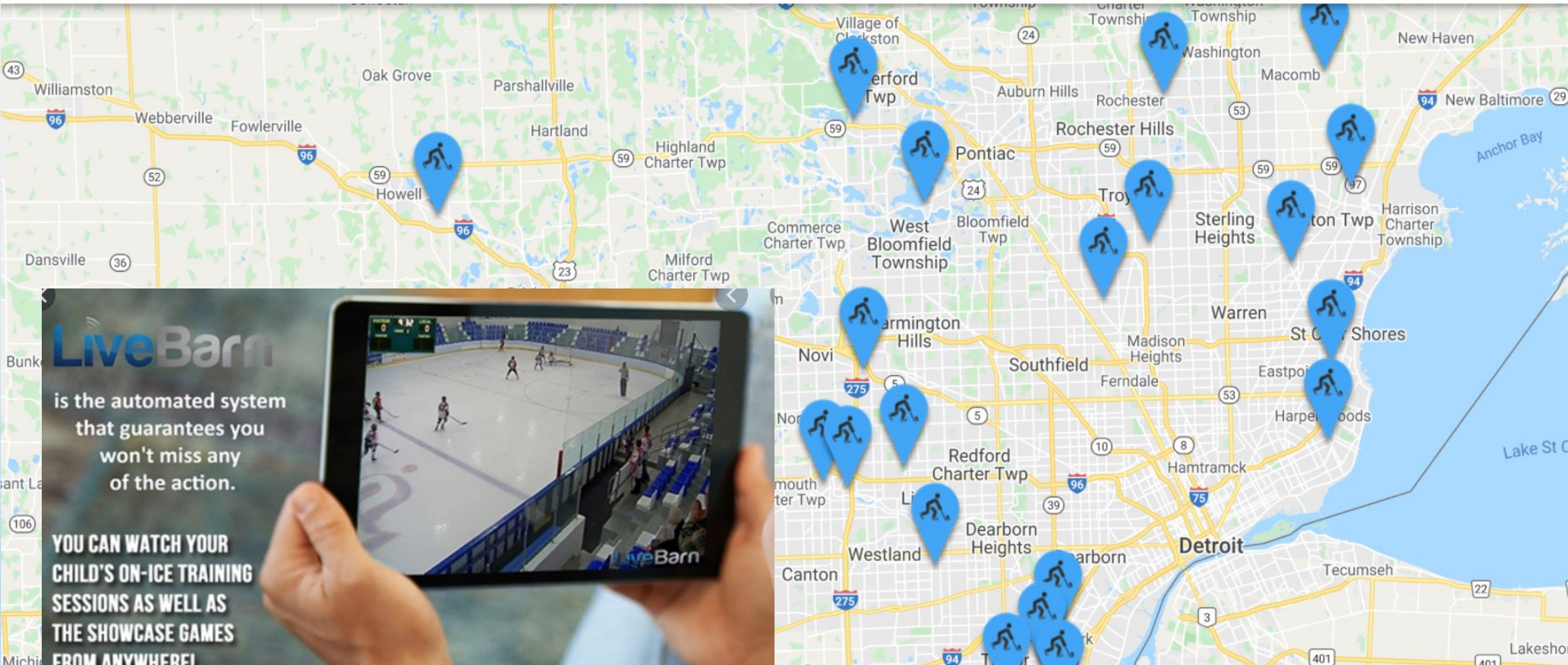
VENUES ▼

MY HIGHLIGHTS

FEATURES ▼

SIGN UP

SIGN IN





Birmingham Ice Sports Arena – Potential Revenue

Women's Leagues





Birmingham Ice Sports Arena – Potential Revenue

Team Locker Room Rental
Team Office Rental





Birmingham Ice Sports Arena – Potential Revenue

Naming Rights



COST:
\$300,000
\$30,000
per year,
10 year
commitment

PLATINUM LEVEL (1 available)

Rink Naming Rights

(Lighted sign on exterior of rink, with visibility from Rte. 283)

- **Lobby welcome sign**
This will be the only advertising on any type in lobby.
- **Email footer**
All emails sent from the organization will include your rink name in the header.
- **In-Ice Logo -Large**
Your company Logo at Center Ice.
- **Dasher Boards**
Two (2) located at each of rink, behind goal area.
Unlimited event set up
Permission to set up a table/booth at events of your choosing (based on availability) to hand out information, samples.

PLUS

COST:
\$50,000
\$10,000
per year,
5 year
commitment

GOLD LEVEL (3 available)

Banner, In-Ice Logo

- **Large Banner**
12'x8' banner.
- **In-Ice Logo - Medium**
Your company Logo located between Red line and Blue Line.
- **Email footer**
All emails sent from the organization will include your logo in the footer thanking you for your sponsorship and requesting our membership patronize your business, there will be a maximum of 3 logos in the email footer.
Unlimited event set up
Permission to set up a table/booth at events of your choosing (based on availability) to hand out information, samples.

PLUS

COST:
\$5,000
per year,
3 year
commitment

SILVER LEVEL (2 available)

Players bench & 1/2 Scoreboard

- **Dry Erase (White Boards) behind players benches**
Four (4) 8x10 sheets will be placed behind players benches
Your company name at top of board.
- **1/2 Scoreboard ad space**
One (1) 8'x3'

PLUS



plante moran | cresa

Plante Moran Cresa

27400 Northwestern Highway | Southfield, MI 48034

PMCRESA.COM

Capital Projects Sub-Committee Progress Report

February 24, 2021

From: City of Birmingham Parks & Recreation Board Capital Projects Sub-Committee
(Heather Carmona, Susan Collins, John Rusche
Lauren Wood, Carrie Laird and Connie Folk)

To: Parks & Recreation Board

The fourth meeting of the sub-committee was on February 22.

We recognize that citizen engagement is particularly important as we move forward. We are looking for opportunities to place key decisions on the City Commission agenda, with time for the public to be made aware and participate. The committee also discussed many of the questions brought up by City Commissioners in the January Long-Range Planning Session.

Ice Arena Construction

1. We discussed progress to date. The project is on schedule. Staff and Robert Stempien, from Plante Moran Cresa, are in the process of reviewing design and development documents. Next step is to circulate the plans among select City departments, e.g., Planning, Building, Fire, etc. Then a high-level view will be shared with the P&R Board and public at the March 2 P&R Board meeting. The Architectural Review Committee will also have an opportunity to review the plans.

Ice Arena Revenue

2. P&R Board members receive finance-related questions from fellow citizens. It is important to stay informed and understand the financials in a manner that can be effectively communicated to the public. Staff and the sub-committee are working to develop a series of FAQ's to be placed on the city's website. At the January 23 City Commission Long-Range Planning Session Robert Stempien presented a financial forecast for the Ice Arena after construction. It included additional ice rental opportunities during the four-month spring/summer season, and utility and maintenance cost reductions because of modern equipment. His estimate is that we will realize an annual surplus of \$62,000, rather than the average deficit of \$26,000. Amounts will vary, but on an annual revenue budget of \$834,000 this is on the positive side of break-even. The Arena also serves residents of other communities, but obviously they pay their fair share.

Ice Arena Revenue and Expenditure Report

3. Staff is working with the City Finance Department to generate an Ice Arena revenue and expenditure report. It contains current fiscal year budget and expenditures as well as year-to-date (YTD) expenditures for last year. One suggestion is to add as part of the heading "Fiscal year July 1 through June 30." With this information the reader can calculate the YTD budget and compare it to actual expenditures, referred to as "YTD Balance" in the report. For example, in the report for February 28, 2021 we know February is the eighth month, or 66.7% of the fiscal year. The reader can compare this percentage to the "% Budget Used" column and quickly determine if any line item is under or over budget YTD. The percent of year figure can also be used to calculate YTD budget in dollars and compare it to YTD Balance.

City Commission Ice Arena Workshop

4. At 6 p.m. on March 8 the City Commission will participate in an Ice Arena Workshop to discuss with staff progress in more depth. It will no doubt be informative, so we suggest attendance by P&R Board members. There will be future Workshops on other topics.

Adams Park

5. On February 8, the City Commission approved Michael J. Dul & Associates as Adams Park design consultants. The kickoff meeting with City staff will be March 3. They will discuss engaging stakeholders including Roeper school. Given the need for this public engagement process, the plan is to begin construction in spring or summer 2022.

Pickleball

6. During the January 23 City Commission Long-Range Planning Session, it was asked if pickleball courts could be completed more quickly, perhaps as soon as this summer? To help accommodate this, City staff has begun the process of identifying five possible locations for the courts. The current plan is to present various options to the P&R Board and public at the April 6 meeting. Given the desire for significant citizen input it is likely the courts will be ready in summer 2022.

Bang the Table

7. At the February 8, 2021 meeting the City Commission authorized the purchase of an annual license for Bang the Table public engagement software. The committee expressed the desire for the ice arena, Adams Park and pickleball to be early users of this software.

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 01/31/2021

FISCAL YEAR 7/1/20 TO 6/30/21

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 01/31/2021	ACTIVITY FOR	YTD BALANCE 01/31/2020	ACTIVITY FOR	AVAILABLE BALANCE	% BDGT USED
				MONTH 01/31/21		MONTH 01/31/20		
Fund 101 - GENERAL FUND								
Revenues								
Dept 000.000								
101-000.000-639.0001	CLASSES	120,000.00	20,935.00	0.00	101,220.41	35,599.25	99,065.00	17.45
101-000.000-646.0001	ADULT OPEN SKATE FEES	18,000.00	273.00	57.50	9,399.35	4,890.75	17,727.00	1.52
101-000.000-646.0002	CHILDREN OPEN SKATE FEES	17,000.00	22.00	0.00	9,121.98	4,148.00	16,978.00	0.13
101-000.000-646.0003	MAIN ARENA RENTAL	410,000.00	113,246.05	9,105.25	200,938.60	15,419.30	296,753.95	27.62
101-000.000-646.0004	STUDIO ARENA RENTAL	14,000.00	1,848.71	639.71	6,084.50	2,066.50	12,151.29	13.21
101-000.000-646.0005	SHOW & ADMISSIONS	39,000.00	0.00	0.00	26,615.00	23,310.00	39,000.00	0.00
101-000.000-646.0006	SKATE RENTAL	9,000.00	0.00	0.00	5,154.96	2,856.66	9,000.00	0.00
101-000.000-646.0007	CONCESSION SALES	40,000.00	4.72	0.00	18,478.95	5,169.75	39,995.28	0.01
101-000.000-646.0008	COIN LOCKERS	300.00	0.00	0.00	0.00	0.00	300.00	0.00
101-000.000-646.0010	VENDING	600.00	61.07	54.34	262.84	69.68	538.93	10.18
101-000.000-646.0011	ADVERTISING	6,700.00	0.00	0.00	0.00	0.00	6,700.00	0.00
101-000.000-646.0012	PRO SHOP LEASE FEES	4,000.00	400.00	400.00	1,600.00	0.00	3,600.00	10.00
101-000.000-646.0013	SKATE SHARPENING	0.00	45.00	45.00	0.00	0.00	(45.00)	100.00
Total Dept 000.000		678,600.00	136,835.55	10,301.80	378,876.59	93,529.89	541,764.45	20.16
TOTAL REVENUES		678,600.00	136,835.55	10,301.80	378,876.59	93,529.89	541,764.45	20.16
Expenditures								
Dept 752.000 - ICE SPORTS ARENA								
101-752.000-702.0001	SALARIES & WAGES DIRECT	200,850.00	78,032.91	14,216.18	117,170.91	28,951.44	122,817.09	38.85
101-752.000-702.0002	OVERTIME PAY	6,900.00	2,721.25	591.93	5,549.09	1,113.85	4,178.75	39.44
101-752.000-702.0003	LONGEVITY	1,770.00	1,491.49	0.00	1,491.49	0.00	278.51	84.26
101-752.000-702.0004	HOLIDAY PAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-706.0000	LABOR BURDEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-706.0001	FICA	16,120.00	6,224.81	1,118.78	9,422.55	2,283.58	9,895.19	38.62
101-752.000-706.0002	HOSPITALIZATION	32,320.00	11,413.76	1,631.42	14,316.08	2,714.85	20,906.24	35.31
101-752.000-706.0003	LIFE INSURANCE	410.00	158.50	21.86	161.65	32.19	251.50	38.66
101-752.000-706.0004	RETIRE CONTRIB HEALTH	17,990.00	11,027.85	1,553.02	11,159.58	1,724.03	6,962.15	61.30
101-752.000-706.0005	DENTAL/OPTICAL	1,520.00	567.50	76.99	789.92	154.41	952.50	37.34
101-752.000-706.0006	LT/ST DISABILITY	990.00	366.07	51.53	393.00	75.66	623.93	36.98
101-752.000-706.0007	WORKER'S COMPENSATION	3,090.00	871.47	167.72	1,528.53	375.83	2,218.53	28.20
101-752.000-706.0008	SICK TIME PAYOUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-706.0009	DEFERRED COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-706.0010	RETIREMENT EMPLOYER CNTB	10,110.00	5,615.12	802.16	10,158.97	1,671.60	4,494.88	55.54
101-752.000-706.0011	HRA BENEFIT	170.00	0.00	0.00	0.00	0.00	170.00	0.00
101-752.000-706.0012	RETIREMNT-DEF CONTR EMPLR	2,680.00	298.85	43.98	434.30	79.66	2,381.15	11.15
101-752.000-706.0013	RET HLTH SVGS CONTR EMPLR	1,870.00	409.63	58.42	453.07	86.35	1,460.37	21.91
101-752.000-729.0000	OPERATING SUPPLIES	19,000.00	17,063.52	1,376.14	12,316.85	4,480.06	1,936.48	89.81
101-752.000-740.0000	FOOD & BEVERAGE	30,000.00	48.53	0.00	21,145.64	3,083.27	29,951.47	0.16
101-752.000-799.0000	EQUIPMENT UNDER \$5,000	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-811.0000	OTHER CONTRACTUAL SERVICE	30,000.00	21,344.89	2,240.06	32,873.91	210.00	8,655.11	71.15
101-752.000-818.0100	INSTRUCTORS	45,000.00	3,016.61	0.00	27,831.50	8,080.50	41,983.39	6.70
101-752.000-851.0000	TELEPHONE	6,000.00	6,525.25	1,927.02	4,674.85	988.02	(525.25)	108.75
101-752.000-901.0000	PRINTING & PUBLISHING	4,000.00	509.61	0.00	1,398.78	0.00	3,490.39	12.74
101-752.000-920.0000	ELECTRIC UTILITY	110,000.00	62,509.50	26,377.81	61,034.60	8,740.00	47,490.50	56.83
101-752.000-921.0000	GAS UTILITY CHARGES	40,000.00	12,556.99	6,680.67	16,566.69	4,301.04	27,443.01	31.39
101-752.000-922.0000	WATER UTILITY	25,000.00	10,281.13	5,443.37	16,662.23	8,200.31	14,718.87	41.12
101-752.000-930.0300	ICE SHOW EXPENSE	46,422.00	55.00	0.00	7,073.15	910.00	46,367.00	0.12
101-752.000-930.0500	BUILDING MAINTENANCE	30,000.00	9,513.98	0.00	5,900.00	0.00	20,486.02	31.71
101-752.000-933.0200	EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-941.0000	EQUIPMENT RENTAL OR LEASE	35,000.00	20,522.78	2,962.60	17,604.46	2,528.96	14,477.22	58.64

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 01/31/2021

FISCAL YEAR 7/1/20 TO 6/30/21

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	01/31/2021	MONTH 01/31/21	01/31/2020	MONTH 01/31/20		
Fund 101 - GENERAL FUND								
Expenditures								
101-752.000-971.0100	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-977.0000	BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-752.000-999.4010	TRANSFER TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 752.000 - ICE SPORTS ARENA		717,212.00	283,147.00	67,341.66	398,111.80	80,785.61	434,065.00	39.48
TOTAL EXPENDITURES		717,212.00	283,147.00	67,341.66	398,111.80	80,785.61	434,065.00	39.48
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		678,600.00	136,835.55	10,301.80	378,876.59	93,529.89	541,764.45	20.16
TOTAL EXPENDITURES		717,212.00	283,147.00	67,341.66	398,111.80	80,785.61	434,065.00	39.48
NET OF REVENUES & EXPENDITURES		(38,612.00)	(146,311.45)	(57,039.86)	(19,235.21)	12,744.28	107,699.45	378.93

DATE: February 4, 2021

TO: Tom Markus, City Manager

FROM: Alexandria Bingham, City Clerk

SUBJECT: Workshop Protocol

INTRODUCTION:

The City Commission has expressed the need to take the necessary time to have deeper discussions and learn more about certain topics. Often regular City Commission meetings are packed with content and don't always provide for enough time to review all the details and investigate all the possible concerns on a certain topic. Creating time for workshops will allow the City Commission to obtain more information and insight on important issues that can help with future decision making.

BACKGROUND:

At the January 25, 2021 regular City Commission Meeting a resolution was passed to direct the City Clerk to work with staff to prepare for suggested workshops, direct the City Clerk to maintain a list of desired workshops, and to direct the City Clerk to coordinate with the City Commission, City Manager and City Staff to schedule and notice future workshops as needed. During the discussion at the January 25th meeting several concerns were identified including the sequence of upcoming topics, structure and time management of the workshops and procedures to guide the workshops in a smoother and more purposeful manner.

It was determined that reserving time for workshops will allow the City Commission to take the necessary time to learn, explore and gain insight on important topics before making decisions in the best interest of the City.

WORKSHOP PURPOSE

- Workshops are for seeking deeper levels of understanding in order to make informed decisions. While discussion should be encouraged, debate and advocacy should be discouraged in this forum.

WORKSHOP ROUTINES

- The Mayor will open the workshop meeting.
- The City Manager will give an overview of the workshop. This may include introducing the topic, objectives and pacing, as well as reminders of expected conduct as needed.
- City Staff and Guest Speakers will prepare and present a series of short informative modules throughout the workshop framed around the big questions on the topic for the City Commission to explore.
- After each informative module the City Commission will have time to discuss the essential question or big idea for the topic at hand.

- The Mayor will call for public comment at the end of the workshop to make sure the City Commission has as much time as possible throughout the workshop to learn, explore, discuss and hear the publics' thoughts as well.
- The workshop must end on time or hopefully a few minutes early to allow for a quick break as the regular City Commission Meeting must start on time.

WORKSHOP CONDUCT

- Start on time and end on time.
- Cell phones must be on mute, no outside or behind the scenes communication on the content is permitted.
- Stay focused on the topic or question at hand.
- Actively listen and participate in discussion.
- Attack the issue, not the person.
- Maintain an open and positive mindset, explore multiple perspectives, and discuss potential outcomes.
- Workshops are not a place to argue or set policy. Formal decisions can only be made at the regular City Commission meeting, not during a workshop.
- Public comment is to be heard, not responded to.

LEGAL REVIEW:

- None.

FISCAL IMPACT:

Fiscal impact is unknown at this time, it is possible that some of the sessions may require fees for trainers and facilitators on special topics.

SUMMARY

- Establishing workshop conduct and routines will allow for more purposeful and productive workshops. The proposed workshop routines and conduct can and will evolve as we continue to practice and get better at using workshops as a tool for learning and advancing our discussion and decision making process.

ATTACHMENTS:

- None.

SUGGESTED RESOLUTION:

- To adopt the suggested workshop routines and conduct.

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MUNICIPAL VIDEOS

- Birmingham Commission

Learn to monetize Birmingham Ice Arena

The Birmingham Ice Arena has been a part of the community so long, many of us take it for granted – that it will be there, that it will be available for ice skating lessons for tots, children and adults, hockey teams, and for its popular figure skating programs, whenever we want to access them. But the reality is that, like a beloved stuffed animal, it's showing it's wear and needs work to put it back in shape.

As a matter of fact, it needs a \$5.1 million touch up, just for starters.

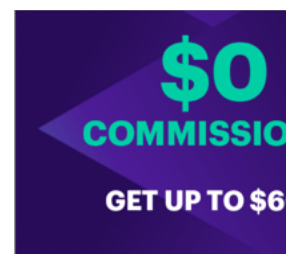
Birmingham's Ice Arena is 47 years old and typically welcomes approximately 6,500 people each year, many of whom are not residents of the city. In November, Birmingham voters approved an \$11.25 million bond parks and recreation bond to make improvements at several of the city's parks and to improve facilities at the ice arena.

Planned improvements include replacing the existing in-floor cooling pipes; sub-soil heating systems; ice plant equipment; dehumidification systems; relocating the main ice arena; providing a female locker facility; enlarging the existing main ice arena locker rooms and providing a team locker room; replacing lighting with LED; and a new studio rink observation/meeting room. In addition, improvements are needed to the arena's main rink's AC units, of which only one is still functional.

While city commissioners began the process of improving the ice arena on January 11 by accepting a bid for design and improvements by Grand Rapids-based Andrus Architecture to provide architecture and engineering services, there were some noted concerns, such as when Plante Moran Cresa consultant Robert Stempien pointed out the arena tends to cost the city about \$50,000 each year when looking at revenues and expenditures. Commissioner Stuart Sherman voted against approving the \$5.1 million bid precisely for that reason, noting, "We are asking the public to spend \$5 million on something that non-residents will use and will be paid for by residents. We haven't discussed if this is an appropriate use of taxpayer money."

It is not that the Birmingham Ice Arena doesn't need to be repaired – it does, and the parks and recreation bond is a logical funding tool for this project. But there is no reason for the city to be a municipal charity, either. The ice arena plays host to the Figure Skating Club of Birmingham, Players Edge Hockey School, Birmingham Hockey Association, Birmingham Unified Ice Hockey, and other hockey organizations and clubs. To stay competitive – and to be a worthwhile tenant of the city – it needs to increase its rates to a level that is both appropriate for its clubs and so that the city can appropriately maintain an expensive building like an ice arena, and not force residents to subsidize a special interest facility.

That's a winning formula for everyone.

**SUBMIT NEWS TIPS**

endnote

Here are Birmingham's plans on when \$11.25 million in parks, recreation improvements start

Susan Vela

Hometownlife.com



Some sunshine from Birmingham's voter-approved \$11.25-million parks and recreation bond is likely to spill on Birmingham Ice Arena early this year.

City officials are serious about construction at the 2300 E. Lincoln St. facility starting in spring.

Some improvements in store are remodeling and expansion of locker rooms, the addition of female and team locker rooms, and new meeting room space.

“This project is a great example of a critical need for the park system and where programs are deficient right now,” Carrie Laird, the city’s parks and recreation manager, said. “Our locker rooms are just way too small.

“There’s just not enough room. The kids are changing in areas other than the locker rooms so we’re not meeting the program needs at this facility.”

The ice arena has become such a critical need, she added, that the department budgeted \$2 million to replace the ice plant's refrigeration system.

Laird also provided a timeline for the initial \$4.75 million in bonds and second \$6.5 million.



The Schedule I plan, which could take three to five years to complete, is as follows:

- \$3.1 million for Birmingham Ice Arena;
- \$150,000 for pickleball courts to start getting constructed in spring 2022;
- \$700,000 for Adams Park, with construction running from May 2022 to August 2022;
- \$300,000 for a Booth Park corner feature that will get constructed in early 2023; and

- \$300,000 for Rouge River Trail Corridor entryway and identifiers to happen between 2023 and 2024.

Schedule II projects will include playgrounds, splash pads, more Rouge River Trail Corridor improvements and irrigation improvements at Springdale Golf Course.

Long-range planning

Laird made her presentation during a Jan. 23 long-range planning event over Zoom. Other city administrators gave similar presentations regarding what to expect in 2021.

“Obviously 2020 was a very interesting year for law enforcement with the COVID-19 situation complicating things,” Police Chief Mark Clemence said. “And obviously we had a great deal of social unrest throughout the nation. We had eight different marches here in Birmingham related to that.”

Because calls to the department frequently have a mental health component, he strengthened bonds with Auburn Hills and Bloomfield Township police departments to add a mental health component to their response work.

A county social worker would be part of a pilot Mental Health Co-Responder Response Program.

Rebekah Craft, Baldwin Public Library’s new director, focused on a three-phase building plan that started in 2016. With the second phase done, the approximately \$3 million third phase will include a street-level entrance for the library.

The Grand Hall will get new paint for the first time in more than two decades. Administrative offices and two public meeting spaces on the second floor will get some serious TLC, too.

Museum Director Leslie Pielack said a “major effort” in 2021 is to engage the community for a monument project that would honor George and Eliza Taylor, two ex-slaves who lived and died in Birmingham. She’d also like to elaborate on the telling of Birmingham’s Black history.

And work continues on the Citywide Master Plan for 2040. The next meeting is scheduled for Feb. 10 and will focus on neighborhood plans and elements. A goal is to have the neighborhoods be cohesive units, where each would have access to parks, schools or churches, and commercial centers.



Contact reporter Susan Vela at svela@hometownlife.com or 248-303-8432. Follow her on Twitter [@susanvela.00A0xxx](https://twitter.com/susanvela.00A0xxx)