

PARKS AND RECREATION BOARD MEETING MINUTES

January 5, 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)
Anne Lipp	(location: Birmingham, MI)
Ellie Noble	(location: Birmingham, MI)
Dominick Pulis	(location: Birmingham, MI)
John Rusche	(location: Birmingham, MI)

MEMBERS ABSENT: Ross Kaplan arrived at 6:31 pm

ADMINISTRATION:

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

GUESTS: Robert Stempien, Senior Vice President Plante Moran, Ross Kaplan, Jeffrey LaBelle, Pat O'Neil and Gary Piotrowicz

It was moved by Dominick Pulis, seconded by Ellie Noble to approve the minutes of the December 1, 2020 regular meeting as amended.

ROLE CALL VOTE:

Ayes,	Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, Ellie Noble, Dominick Pulis and John Rusche
Nays,	None

AGENDA Item #1 Nomination of 2021 Parks and Recreation Board Chairperson/Vice-Chairperson

Dominick Pulis nominated Heather Carmona as Chairperson; Heather accepted the nomination.

ROLE CALL VOTE:

Ayes,	Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, Ellie Noble, Dominick Pulis and John Rusche
Nays,	None

Heather Carmona nominated Dominick Pulis as Vice-Chairperson; Dominick Pulis accepted the nomination.

ROLE CALL VOTE:

Ayes,	Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, Ellie Noble, Dominick Pulis and John Rusche
Nays,	None

AGENDA ITEM #2: Updated 2021 Parks and Recreation Board Meeting Dates

The Parks and Recreation Board were provided the updated 2021 Parks and Recreation Board meeting dates for approval.

It was moved by Heather Carmona, seconded by Susan Collins to approve the updated 2021 Parks and Recreation Board meeting dates as submitted.

ROLE CALL VOTE:	Ayes,	Heather Carmona, Susan Collins, Pam Graham, Anne Lipp, Ellie Noble, Dominick Pulis and John Rusche
	Nays,	None

AGENDA ITEM #3: Ice Sports Arena Renovations/Addition – A/E Services Award

Carrie stated that the ice arena experienced an in-ground pipe leak in 2017 and other significant mechanical repairs needed in recent years as well. Thankfully, the 2017 leak was located in an accessible area, and repaired, however a new ice plant and piping system is necessary in order to keep the rink operational.

During the 2018 five (5) year Parks and Recreation Master Plan process, public input was gathered. As part of this process, a survey about the Ice Arena was put together and received great response.

Carrie introduced Robert Stempien from Plante Moran Cresa (PMC).

Robert stated that in 2018 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. Recommendations for facility improvements by PMC over and above the critical need of a new Ice Plant system include: 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 City has further recently engaged the services of PMC to serve as the City’s Owner Representative, to oversee all aspects of this project from design to construction. The first step in making improvements to the Ice Arena is to secure Architect/Engineering Services to put together plans and specifications for these improvements in order to be bid out for construction. On December 2, 2020, the City issued a Request for Proposals for these services for qualified firms.

Bids were received and publicly (virtually) opened on December 17, 2020. Three bids were received and city staff and PMC performed interviews and reference checks for all three (3) bidders.

Company Total Base:	Bid Lump Sum Fee:
Andrus Architecture	\$286,900
MSA Design	\$346,000
IMEG	\$398,300

Robert recommended that the Birmingham Ice Arena A/E Services project be awarded to Andrus Architecture. Our Criteria Based Selection consisted of the following factors: Similar Project Experience, Team-Member Resumes and Qualifications, Plan & Approach, Fee, Team-Member Experience together, References, and the Interview. Further, the Interview was scored on Overall Presentation, Staff and Management Approach, Team Dynamic and Interaction, Clarity of Responses and Cost Saving opportunities.

Susan stated that if the Birmingham Ice Arena would remain open year around many hockey teams and figure skating will skate at Birmingham year around.

Gary Piotrowicz stated that the high locker room are a vital for the BU high school hockey teams that skate out of of the Birmingham Ice Sports Arena. Gary said there is a lot of support from the BU High School Teams.

It was moved by Susan Collins, seconded by Anne Lipp to recommend the Birmingham Ice Arena Architectural and Engineering Services project award be to Andrus Architecture and forward to the City Commission for approval.

ROLE CALL VOTE:

Ayes,

Heather Carmona, Susan Collins,
Pam Graham, Anne Lipp,
Ellie Noble, Dominick Pulis and John Rusche

Nays,

None

COMMUNICATION/DISCUSSION ITEM #1: Capital Projects Sub Committee Report- December 15, 2020

Lauren presented to the Parks and Recreation Board minutes from the capital projects subcommittee meeting that was held.

Pam asked about the timeline on Adams Park. Lauren stated a proposal has been received from Michael Dul and Associates and will be brought to the February Parks and Recreation Board meeting.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #2: Ice Arena Finance Report, period ending 11/30/2020

Lauren presented to the Parks and Recreation Board the Ice Arena financial report and will be presented at further Parks and Recreation Board meeting in more detail.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #3: Parks and Recreation Bond Timeline (Screen Share)

Carrie shared with the Parks and Recreation Board the Parks and Recreation Bond Timeline which will periodically be shown at future Parks and Recreation Board meetings.

No Action was taken by the Parks and Recreation Board

COMMUNICATION/DISCUSSION ITEM #4: Long Range Planning Session - Saturday, January 23, 2021 at 8:30 AM Municipal Building

Lauren stated the Long Range Planning Session Agenda will be forwarded to the Parks and Recreation Board once it becomes available.

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:

Carrie stated that the Barnum Park Outdoor Ice Rink boards are installed but staff is waiting to fill it until the weather is favorable.

Lauren stated that the Birmingham Golf Courses had a great season and the annual golf report will be presented at the February meeting. Lauren stated a combined total of 64,000 golf rounds.

No Action was taken by the Parks and Recreation Board

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

No Public Comments

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

Meeting was adjourned at 8:07 pm
Connie J. Folk, Recreation Coordinator