

**PARKS AND RECREATION BOARD SPECIAL MEETING MINUTES  
October 24, 2023**

Heather Carmona, Chairperson, called the meeting to order at 6:30 pm at 851 South Eton.

**MEMBERS PRESENT:** Heather Carmona  
Susan Collins  
Pam Graham  
Sarah Kupczyk  
Anne Lipp  
John Rusche

**MEMBERS ABSENT:** Steve Sweeney

**STUDENT REPRESENTATIVES PRESENT:** Katie Glasier, Seaholm High School

**STUDENT REPRESENTATIVES ABSENT:** Archie Reynolds, Seaholm High School

**ADMINISTRATION:** Scott Zielinski, Director of Public Services  
Carrie A. Laird, Parks and Recreation Manager  
Leah Blizinski, City Planner  
Brendan McGaughey, Parks and Forestry Foreman  
Connie J. Folk, Recreation Coordinator

**PRESENTERS:** Paul Urbiel, McKenna  
Jane Dixon, McKenna

**GUESTS:** Anne Bray, Peter Bray, Linda Forrester,  
Oz Forrester, Andrew Harris and  
Wendy McIntyre Peard

**ANNOUNCEMENTS, INTRODUCTIONS OF GUESTS & CHAIRPERSON COMMENTS:**

No announcements, introductions of guests & chairperson comments

**OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:**

No public comments for items not on the agenda.

**APPROVAL OF THE MINUTES:**

No Minutes to be approved

**UNFINISHED BUSINESS:**

No unfinished business

**NEW BUSINESS:****Parks and Recreation Master Plan Draft Review**

Paul Urbiel reviewed with the Parks and Recreation Board the draft of the 2024-2028 Birmingham Parks and Recreation Master Plan. Urbiel stated McKenna continues to refine graphics, add images and explanatory text, and copy edit the document in preparation for the upcoming 30-day public comment period.

Urbiel stated the prescribed process set forth by MDNR for recreation plans requires that the draft Plan be available to residents and stakeholders during a 30-day, well-publicized public review and comment period.

The team intends to initiate that comment period on November 1st, 2023. At the end of the 30-day comment period, we will synthesize any comments and work with City staff to appropriately incorporate comments into a revised draft in anticipation of City Commission consideration.

Rusche asked that it should be mentioned that the building at St. James Park, the YMCA building will become the NEXT building and is on the same property.

Urbiel stated that comments had been received and the text alludes to that. There has been talk about the opportunity there for intergenerational space and that is a great point.

Urbiel stated that the demographics graphic design is still in progress with McKenna's graphic department.

Graham asked if additional information could be provided on Table 1: Recreation Expenditures (Fiscal Years 2021-2025). Urbiel stated he will work with staff with appropriate changes for Table 1.

Members of the Parks and Recreation pointed out to Urbiel misspelled words. Urbiel will be making the needed changes and will also review the Parks & Recreation Inventory.

Urbiel reviewed the System and Facilities Analysis chapter. This section compares Birmingham's parks and recreation facilities with national benchmarks for provision of

facilities. In 2020, the National Recreation and Parks Association (NRPA) introduced a nationwide benchmarking tool known as NRPA Park Metrics. Each year, NRPA releases the Agency Performance Review, summarizing benchmarking data from 1,000 park and recreation agencies in the Park Metrics database. This database categorizes data by the size of the served jurisdiction. NRPA Park Metrics offers a comparison of Birmingham's parks and recreation facilities with data from similar-sized communities, providing a valuable perspective. This data is a foundation and will be complemented by community-specific insights and experiences to determine the best combination of facilities.

Carmona asked that the population charts be placed on individual pages so that they are easier to read.

Urbiel received additional grammar changes from the members of the Parks and Recreation Board.

Harris asked about the Kenning Park capital improvements. The first step would be a redesign plan for Kenning Park since the existing concept plan is outdated. Urbiel stated he would make the needed language change to that portion of the draft Recreation Master Plan.

**MISCELLANEOUS COMMUNICATIONS:**

No miscellaneous communications

**REPORTS FROM STAFF:**

No reports from staff

**ITEMS FOR NEXT MEETING:**

No items received.

Carmona stated the next regular meeting will be held on Tuesday, November 14, 2023 at 6:30 pm, at 851 South Eton.

Chair Carmona adjourned the meeting at 7:45 pm

Connie J. Folk, Ice Arena and Facilities Superintendent