

PARKS AND RECREATION BOARD MEETING MINUTES
January 11, 2022

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

MEMBERS PRESENT: Heather Carmona
Susan Collins
Pam Graham
Ross Kaplan
Anne Lipp
Dominick Pulis
John Rusche

MEMBERS ABSENT: Ellie Noble

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

GUESTS: Maryann Bruder, Angela Kadro, Anne Lipp and Susan Muskovitz, **Charli Pulis**

It was moved by Pulis, seconded by Kaplan to approve the minutes of the Tuesday, December 7, 2021 regular meeting as amended.

Ayes, Heather Carmona, Susan Collins, Pam Graham, Ross Kaplan, Anne Lipp, Dominick Pulis and John Rusche

Nays, None
Absent, Ellie Noble

Agenda item #1: Nomination of 2022 Parks and Recreation Board Chairperson/Vice-Chairperson

Collins nominated Carmona as Chairperson; Carmona accepted the nomination.

ROLE CALL VOTE:

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

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

ROLE CALL VOTE:

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

Chairperson Carmona announced the next item on the agenda is Communication/Discussion Item #1 Oakland County Parks and Recreation Park Improvements Grant Program.

Chairperson Carmona recused herself from the Parks and Recreation Board meeting as the item is related to Adams Park. ~~Carmona recused herself from the conversation due to her conflict of interest with Adams Park.~~

Vice Chairperson Pulis step in for Carmona.

COMMUNICATION/DISCUSSION ITEM #1: Oakland County Parks and Recreation Park Improvements Grant Program

Vice-Chairperson Pulis stated that a communication was received on this opportunity, it is time sensitive with an application deadline of ~~April~~ **January** 14, 2022 and asked PM Laird to proceed on the background discussion.

PM Laird stated that DPS Director Wood sent ~~put~~ **out** an email to the Parks and Recreation Board that administration would be asking for City Commission to authorize the application for the Oakland County Parks and Recreation Park Improvements Grant Application. **The grant application was** and was approved ~~was approved~~ by the City Commission at the January 10, 2022 ~~and meeting which~~ will be included in the application as it is a requirement for the grant.

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PM Laird stated that Oakland County has a few grant programs available with the passing of the Oakland County ~~mileage~~ millage. Oakland County has dedicated a portion of the funding towards grant programs.

PM Laird stated that are pre-development grants, development grants there is \$1.2 million allocated this fiscal year through the county for these programs. The City of Birmingham is eligible to apply for a development grant for park improvement and Adams Park was selected as ~~Carmona~~ Pulis mentioned.

PM Laird stated the that DPS Director Wood feel that the application is strong with this project compared to the other City of Birmingham projects that are in the works right now. PM laird stated at the most the city would qualify for a pre-development for pickleball. PM laird stated even with that, the city does not have all the required documentation that the application calls for.

PM laird stated that there is a lot of good back up documentation for Adams Park such as good public engagement and support.

PM Laird stated that application guide is included in the Parks and Recreation Board packet. The City of Birmingham has a park design, the project has been identified in the City of Birmingham Five-year Parks and Recreation Master Plan, ADA compliance and sustainability are worked in the design.

PM Laird has been in contacted with grant project advisor and grant applications are due Friday, January 14, 2022, as mention by Pulis.

PM Laird stated that the City of Birmingham can only apply for one project per fiscal year but funding will be available through 2029. PM Laird stated if the city is awarded the city would have to skip one year and then the city could apply the following year for funding for future projects, unless the project is still open. PM laird stated the city could potentially apply four more times moving forward.

Graham questioned about the schedule, that the award of funds are is in April, 2022, and possibly there would be decisions or contract awards on part of Adams Park project around that time or before that time is there a commitment that the award of this does not slow down the schedule of Adams Park.

PL Laird stated that the grant is a reimbursement grant and it will not slow down Adams Park project.

Rusche stated that the administration needs to figure out how to times some of the capital improvement projects to sync up with this grant funding.

Kaplan asked if the city does not get it for the park system is there an opportunity for the trailways grant program.

PM Laird stated that the city has to pick one or the other and she had asked that same question and it has to be one application per fiscal year, per category so park improvement or trailways. So you can't apply for both in the same year.

Pulis stated similar to what Rusche mentioned considering the opportunity in the trail development grant category a maximum amount of \$200,000 it would behoove the city to strategically ~~a line~~ align the trail efforts that the city has been working on with what would be the next sequential opportunity, rather if it is next fiscal year or the following year depending on the status of the Adams Park grant application.

Pulis stated this would be a fantastic opportunity to jump start our trail development in Birmingham.

Rusche asked how many other communities might be applying for the grant and what is the total that Oakland County is willing to fund?

PM Laird stated that she attended a webinar that was well attended by other local municipalities. PM Laird stated allocated of the 1.2 million, \$450,000 for the park improvement funding and \$750,000 for trails the max amount for the park improvements is the \$100,000, so the city is asking for the max.

PM Laird stated she could ask the project advisor that question and Laird will let the Parks and Recreation Board know but not sure what information may be shared.

Collins asked PM Laird if the city is asking for the max and if they don't give the city max would the county still allocate \$25,000 or \$50,000.

PM Laird stated that is possible and the county can adjust the requested grant amount.

COMMUNICATION/DISCUSSION ITEM #2: Project Updates (verbal)**1. Adams Park**

PM Laird stated that the department is underway with the design and specifications and hope to get the bid out in short order. PM laird stated that administration are meeting with the neighborhood group, the architect Michael J. Dul & Associates and DPS Director Wood and herself will be on a zoom call with the neighborhood association surrounding Adams Park to review the play area elements and some of the parks features from feedback that has been received on the city's engage sites.

Graham stated that DPS Director Wood stated in an email that there was a letter from Roeper stating their commitment to fund the track elements at of Adam Park which will stay in the Adams Park design.

PM Laird confirmed there has been a commitment from Roeper School on their letterhead. PM Laird stated this is beneficial when applying for the Oakland County grant application since it is considered a project partner and it is meeting a need as well.

Pulis asked what the next opportunity for public engagement is. PM laird stated that the pre-design of Adams Park is complete for public engagement. PM Laird went on to say the city is at the design level. PM laird stated once the bids are received then it will be brought back in front of the Parks and Recreation Board before it goes to City Commission.

PM Laird stated the public could attend the Parks and Recreation Board meeting prior to the item is sent to City Commission for approval.

Rusche asked when the Adams Park design would be presented. PM Laird stated hopefully at the March 1, 2022 Parks and Recreation Board.

Carmona rejoined the Parks and Recreation Board.

2. Pickleball

PM Laird stated at the December 7, 2021 the Parks and Recreation Board approved the department to proceed with the proposal from Foresite Design, Inc. at the City Commission level but the proposal from Foresite Design, Inc. was just received on Friday, January 7, 2022.

PM Laird stated there is still time before it is sent to City Commission so the proposal from Foresite Design, Inc., to proceed with design, construction documents and construction administration at the February 1, 2022 Parks and Recreation Board meeting with plans to go to the very next City Commission meeting for award to bring on a consultant.

PM Laird stated the city has engaged the services of Nowak and Fraus through our engineering department since the city is under contract with them already.

PM Laird stated that Nowak and Fraus was asked to move forward on a survey, which includes topography, site utilities and city boundaries. The city is getting a head start on the project and Nowak and Fraus and they are able to start within the next month or so.

Carmona asked if the engineering survey will just be done at Kenning or at the other two suggested sites as well. PM Laird stated just at Kenning.

Pulis asked at what point the city officially communicates that the Parks and Recreation Board has selected Kenning and that pickleball is moving forward to help set expectations to the public.

Carmona stated the decision to move forward for installation of pickleball at Kenning Park was discussed at the December 7, 2021 Parks and Recreation Board meeting.

Pulis stated that a decision was decided at the Parks and Recreation Board meeting but for example he did not think another email blast went out, external facing. PM Laird stated it was included in the City Manager's report to the City Commission.

DPS Director Wood stated it is contingent on the Nowal and Fraus survey as well so administration did allow for some wiggle ~~worm~~ room in case there are any site complications and administrative review internally too so administration still have those steps to go through.

Pulis stated he is not asking for anything special but when it is ready the appropriate tools to communicate to the public should be used.

3. Donation Opportunity

RC Folk stated that the department is working on a donation program that is part of our recreation software that would allow for donations to be made on-line on our recreation based program that is on the City of Birmingham website. RC Folk stated that the purpose of this service would allow for donations to be made to a particular park project on-line or it may be used to donate towards the In the Park Concert Series.

RC Folk stated there will be set dollar limits that can be made on-line and if the amount exceeds the limits the potential donor would contact the office. PM Laird stated it is just in the testing mode and is not available yet.

Kaplan asked if this program would fall into a 501(c) (3) or a write off when you go to the website as what was set-up for Booth Park. RC Folk stated there still needs to be discussion with the city finance department on handling that part of the process.

RC Folk the memorial donation program will stay in the place and this would be a new program to allow for donating to a particular park project.

Carmona stated that she wants to make an observation that she thinks that one thing the city wants to be cognizant of is typically there is restricted and unrestricted if you look at different buckets.

Carmona stated the city wants to be cautious and to make sure it lines with the donation policy because what the city does not want to happen is if a prospective donor makes a contribution it has to fall in the guidelines established for the parks.

PM Laird stated that the concept design will be part of the donation page for the particular project and there are set donation limits when donating to these projects.

4. Winter Sports

PM Laird stated that Lincoln Hills Winter Sports will be open 10am -5pm for sledding and cross country skiing. The clubhouse will not be open but a portable restroom will be available to the public and the best thing to do is to contact the Lincoln Hills Clubhouse for additional information and is updated on a regular basis.

PM Laird also stated that Booth Park sledding hill is open.

PM Laird stated that the Barnum Park Outdoor rink will be opening soon as well.

COMMUNICATION/DISCUSSION ITEM #3 Long Range Planning-Saturday, January 22, 2022, 8:30 am Municipal Building

RC Folk 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:

Rusche asked about the annual ice show.

Lipp recused herself from the Parks and Recreation Board meeting as she is a current Figure Skating Club of Birmingham (FSCB) board member.

RC Folk stated that there has been a meeting set to discuss the Ice Show with the president and treasurer of the FSCB and there will be further information to follow.

No Action was taken by the Parks and Recreation Board

Lipp rejoined the meeting.

NEW BUSINESS:

DPS Director Wood stated there was a recent change to the open meeting act. DPS Director Wood stated that after December 31, 2021 only members of the public bodies who are absent due to military duty may participate remotely for public meetings.

No Action was taken by the Parks and Recreation Board

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

Lipp recused herself from the Parks and Recreation Board meeting as she is a current Figure Skating Club of Birmingham (FSCB) board member.

Muskovitz introduced herself and the other FSCB board members introduced themselves as well.

Muskovitz stated that they are at the Parks and Recreation Board meeting to learn about the Parks and Recreation Board. Muskovitz thanked everyone involved in making the improvements at the Birmingham Ice Sports Arena possible and the ice skating community are loving the new facility.

Muskovitz would like to advocate for the ice show to be done earlier as later in the year understanding the late opening of the Birmingham Ice Sports Arena this year due to the construction. Muskovitz stated that the FSCB would like to partner with the City of Birmingham for the annual ice show.

Collins stated to the Parks and Recreation Board the history of the ice show and how it has become a big part of the community.

Graham stated she would like at a later Parks and Recreation Board meeting information on the revenue sources of the Birmingham Ice Sports Arena.

Carmona stated the next regular meeting will be held on Tuesday, February 1, 2022 at 6:30 pm at 851 South Eton.

Meeting was adjourned at 7:44 pm
Connie J. Folk, Recreation Coordinator

Parks and Recreation Board Meeting 1/11/2022