

PARKS AND RECREATION BOARD MEETING MINUTES
May 9, 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
Joseph Wrobel

STUDENT REPRESENTATIVES PRESENT: Katie Glasier, Seaholm High School

MEMBERS ABSENT: Steve Sweeney

STUDENT REPRESENTATIVES ABSENT: Archie Reynolds, Seaholm High School

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

PRESENTERS: McKenna, MCSA Group, Inc and ROWE Professional Services

GUESTS: Anne Bray and Jessica Einstein

ANNOUNCEMENTS, INTRODUCTIONS OF GUESTS & CHAIRPERSON COMMENTS:

Carmona recognized Joseph Wrobel and Jessica Einstein as the new alternate members for the Parks and Recreation Board.

Carmona also stated that the DPS Open House will occur on Saturday, May 13th from 10am-2pm and the Birmingham Ice Sports Arena 2023 Ice Show will occur on Saturday, May 20, 2023 at 12pm and 4pm.

OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA:

Bray referenced an author Dr. Elaine Ingham who is the author of the soil food web which she had been developing since the 1980’s.

APPROVAL OF THE MINUTES:

It was moved by Graham, seconded by Lipp, to approve the minutes of the Tuesday, April 4, 2023, regular meeting as submitted.

Ayes, Heather Carmona, Susan Collins, Pam Graham
Sarah Kupczyk, Anne Lipp, John Rusche and
Josph Wrobel

Nays, None

Absent, None

UNFINISHED BUSINESS:

No unfinished business

NEW BUSINESS:

Parks and Recreation Master Plan-Consultant Selection

PM Laird stated the three consultants have been invited to the Parks and Recreation Board meeting to present their proposals and are prepared to present a 20 minutes presentation with a short Q & A session.

The consultants were randomly selected: McKenna, MCSA Group and Rowe Professional Services.

McKenna Proposal (see attachment A)

Paul Urbiel, McKenna Senior Principal introduced the staff from McKenna that would be involved with the Birmingham Parks and Recreation Master Plan. The team included Laura Haw, Jane Dixon, Nani Wolf, Andrew Littman and Carrie Leitner.

Urbiel stated to the Parks and Recreation Board that McKenna had previously written the City of Birmingham Parks and Recreation Master Plan in 2018 and is currently completing the City of Birmingham 2040 Master Plan that is just about to be adopted.

Haw reviewed with the Parks and Recreation Board the benchmarks and MDNR standards for Parks and Recreation Master Plans for cities. Haw stated McKenna sees the Parks and Recreation Master Plan as a great opportunity to redefine and set sustainability goals and metrics.

Dixon reviewed with the Parks and Recreation Board the public engagement process that would be used.

Carmona open the meeting to Q & A for the Parks and Recreation Board.

MCSA Group, Inc Proposal (see attachment B)

Tiffany Smith, MCSA Group Project Director and provided the Parks and Recreation Board members the name of the team that would be involved with the City of Birmingham Parks and Recreation Master Plan update.

Smith stated that regular interaction will occur with the Department of Public Services, Planning Department, Parks and Recreation Board, park(s) and facility stakeholders and residents.

Smith stated the coordination of public outreach will be an essential component of this process. The plan will include robust public participation, including surveys, a project website, and public meetings, and topics specific meetings, as necessary. The plan will seek diverse participation in the planning process.

Carmona opened the meeting to Q & A for the Parks and Recreation Board.

ROWE Professional Services (see attachment C)

Douglas Schultz, PLA ROWE Project Manager provided the Parks and Recreation Board members and introduced the team that would be involved with the City of Birmingham Parks and Recreation Master Plan update. The team included Alex Hritcu, Paul T. O’Meara, Lauren Marshall and Blake Strozier.

Schultz explained the process on public engagement and the tools that would be used to getting the information out to the public.

Carmona opened the meeting to Q & A for the Parks and Recreation Board.

The Parks and Recreation Board members openly spoke about how each plan was different and that McKenna had presented a complete polished Master Plan package and how they had a strong team that would be working with the City of Birmingham community.

The Parks and Recreation scored the presentations and it was determined that McKenna received the highest score.

It was moved by Collins, seconded by Rusche, to recommend McKenna as the selected consultant to prepare the City’s five (5) year Parks and Recreation Master Plan Update to the City Commission for approval.

Ayes,

Heather Carmona, Susan Collins, Pam Graham
Sarah Kupczyk, Anne Lipp, John Rusche and
Josph Wrobel

Nays,

None

Absent,

None

MISCELLANEOUS COMMUNICATIONS:

PM Laird shared an email received from Bob Gibbs as it relates to the Booth Park walkway.

REPORTS FROM STAFF:

1. Parks and Recreation Board Roster

RC Folk presented the Parks and Recreation Board Roster

2. Project Updates:

a. Adams Park Update

PM Laird stated that Adams Park project is not completely closed out. PM Laird stated that it's mainly sloping and sidewalk improvements.

b. Crestview Park Pickleball

PM Laird stated the construction has started on the pickleball courts. PM Laird shared with the Parks and Recreation Board pickleball rules.

ITEMS FOR NEXT MEETING:

Carmona stated the next regular meeting will be held on Tuesday, ~~May 9, 2023,~~ **June 6, 2023** at 6:30 pm, at 851 South Eton (with a possible location change).

Chair Carmona adjourned the meeting at 9:00 pm

Connie J. Folk, Recreation Coordinator