

**CITY OF BIRMINGHAM  
AD HOC PARKING DEVELOPMENT COMMITTEE  
8:00 A.M., WEDNESDAY, AUGUST 5, 2015  
Conference Room 205  
151 Martin Street, Birmingham, Michigan**

Minutes of the meeting of the City of Birmingham Ad Hoc Parking Development Committee held August 5, 2015.

**A. ROLL CALL**

**Present:** Ad Hoc Committee Members:

Richard Astrein (PSD)  
Scott Clein (Planning Board) – arrived at 8:10 a.m.  
Rackeline Hoff (City Commissioner)  
Mike Kennedy (Developer Representative)  
Terry Lang (Finance Representative)  
Mark Nickita (City Commissioner)

**Absent:** Judy Paskiewicz (Advisory Parking Committee)

**Administration:** Joe Valentine, City Manager  
Paul O'Meara, City Engineer  
Austin Fletcher, Assistant City Engineer  
Jana Ecker, Planning Director  
Bruce Johnson, Building Official  
John Heiney, PSD

**Guests:** Jay O'Dell, SP+  
Joshua Gunn, SP+

**B. INTRODUCTIONS**

Members and guests introduced themselves.

**C. REVIEW AGENDA**

There were no proposed modifications to the meeting agenda as presented.

**D. APPROVAL OF MINUTES**

Motion by Mr. Astrein  
Seconded by Mr. Nickita to approve the Minutes of the Regular Meeting of July 9, 2015 as presented

Motion carried, 5-0

## **E. ARCHITECTURAL SERVICES – REVIEW OF RFP**

General discussion took place on the RFP for Architectural Services. It was agreed that there would be two (2) RFP's (one for each parcel).

Ms. Hoff asked what the City Attorney's position was on whether or not to exclude the team awarded this portion of the project from participating on the future project.

Mr. Valentine indicated that the attorney determined it to be a 'conflict of interest' and provided recommended language to be included in the RFP.

Mr. Clein and Mr. Nickita felt including the proposed language would limit the interest from an already limited group of qualified consultants (i.e. parking and urban planning).

Ms. Hoff and Mr. Kennedy stated they were in favor of including the recommended language.

The Committee agreed to add the recommended language to the RFP with the understanding that if sufficient responses are not received, the Committee could reissue the RFP without this language.

Mr. O'Meara provided the following timetable:

- August 10 – Advertise RFP
- August 27 – RFP Deadline / provide to Committee
- September 9 – Review RFP at Committee Meeting
- September 24 – Potential Interviews
- October 12 – Present to Commission

Motion by Mr. Nickita

Seconded by Mr. Clein to accept/approve RFP as discussed and submit to Commission for review prior to issuance.

Motion carried, 6-0

## **F. MISCELLANEOUS ARTICLES OF INTEREST**

News article(s) were provided to the Committee Members for information and general discussion.

## **G. ADJOURNMENT**

No further business being evident, committee members motioned to adjourn at 9:10 a.m.

## **NEXT REGULARLY SCHEDULED MEETING**

September 9, 2015

Sincerely,

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Paul T. O'Meara,  
City Engineer