

PARKS, RECREATION & CULTURAL SERVICES

Thursday, April 18, 2013 – 7:00 PM

NOVI CIVIC CENTER – COUNCIL CHAMBERS

The meeting was called to order at 7:04 pm with Commissioner Wingfield presiding.

ROLL CALL: Policicchio (Absent-Excused), Ferrell (Present), Jewell (Absent-Excused), Staab (Present), Tecklenburg (Present), Torimoto (Present), Wingfield (Present), Kodali (Absent), Singh (Present).

APPROVAL OF AGENDA:

It was moved by Commissioner Tecklenburg and seconded by Commissioner Torimoto to approve the agenda as written.

Voice Vote **Unanimous**

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the March 21, 2013 minutes. (No February meeting)

It was moved by Commissioner Tecklenburg and seconded by Commissioner Ferrell to approve the minutes as written.

Voice Vote **Unanimous**

COMMITTEE REPORTS:

A. Walkable Novi - Commissioners Policicchio & Torimoto

Commissioner Torimoto stated there has not been a meeting since he reported at the last Commission Meeting. The next Walkable Novi Committee Meeting is next month. He will report on the upcoming meeting next month.

B. Novi Parks Foundation - Commissioners Staab and Ferrell

Commissioner Staab stated the last meeting was on Tuesday evening, April 16th. They are in the process of finalizing their strategy to make a presentation to ITC for a renewal of their sponsorship which expires this year. August 1st is the Golf Outing. Their Legacy Art Park Gala is slated for Saturday, June 15th, here at the Novi Civic Center. They have about 10 resumes for the position of Executive Director to replace Erika Pratt.

Commissioner Staab added that currently they have some nice financial commitments for the Golf Outing. They hope to have more golfers than last year and will be working on that.

STAFF REPORTS:

A. Administration Division – Director Jason Mangum

1. Project Updates

Director Mangum introduced Older Adult Services Manager, Rachel Zagaroli.

Manager Zagaroli stated they are currently working on the transportation program. They are securing ads for display on the transportation vehicles. To date, they have secured three, which she feels is good, and they have made about twenty contacts. They are very hopeful and invited any Commissioners who might be interested in advertising to contact her. She stated the 55 and older Softball League is doing really well. They have two full teams right now and are working on the third one. There are four other cities involved in this league.

There is a "Super Saturday" on May 4th which is "Derby Day". It will be about the Kentucky Derby.

The Travel Show has been moved from Meadowbrook Activity Center to the Novi Civic Center. There had been about 10 or 12 people who would attend at Meadowbrook and since moving it to the Civic Center it has increased. The first one at the Civic Center had about 65 people attend. There was one today at the Civic Center and due to the weather we had about 40 attend. We have had nothing but good reviews from having it here where they could sit auditorium style and listen to the tour directors. That will bring in more revenue from our trips because it is showcasing them so much better.

The Tax Service was moved to the Civic Center as well and we have had great comments on that because they had their own room with privacy and were able to secure all of the taxes in a way people felt comfortable. We serviced 224 people doing income taxes here with the volunteers from AARP. We owe these volunteers a great debt of gratitude.

The Golf League starts on May 1st. We have three golf leagues which are Men's, Ladies and Mixed. The orientation was last week so they are ready to hit the links.

For transportation, a \$20,000 grant was secured from Providence. We should be receiving that check any time.

Memorial Day is off to a good start. Currently, we have about 25 entries.

The Veterans are coming in. We are doing pretty well with sponsorships.

We have met our goal of obtaining our sponsorships. We are always working on sponsorships and trying to find ways to generate revenue.

Commissioner Wingfield asked if the \$20,000 grant is for the operation and maintenance of the vehicles or is it used to purchase a new vehicle.

Manager Zagaroli replied the grant is used to help purchase a new vehicle and the maintenance of the vehicle. We apply for that grant every year.

Commissioner Wingfield asked how many vehicles they currently have.

Manager Zagaroli replied they have seven vehicles and four of them have wheelchair lifts.

Commissioner Staab asked if there were three softball teams.

Manager Zagaroli stated they are working on a third.

Commissioner Staab asked if they played in a league with other cities.

Manager Zagaroli confirmed this and stated they play Northville, South Lyon and two others. There is also a tournament at the end of the season and make it a special event for everyone.

Director Mangum stated this was a new program last year.

Commissioner Wingfield asked where they played their games.

Manager Zagaroli replied they play their games at Ella Mae Power Park. They love the fields and love to play here.

Director Mangum stated if the Commissioners saw the Novi News from this week they highlighted two Parks projects on the front page. The first was the playground project. We are replacing two playgrounds in our park system. One is at Rotary Park and the other is at Lakeshore Park. There is currently a playground at Rotary Park. We will move the location of the playground in the park and put in a new, larger playground which will be a big improvement. There are two playgrounds at Lakeshore Park. One is at the front of the park and the other is at the back near the trailhead. We are replacing the one in the back. Because of where that playground is located we are going with more of a nature themed playground. We are excited about the design that came in for that. The playgrounds have both been awarded and we are expecting to start construction on those in the coming weeks. The other project is Pavilion Shore Park. There was a picture on the front page. We are still on track to be completed later this summer. Even with all of the rain and wet weather they have made good progress. The pier is taking shape. The overlook area in the front is the focal point of the park and is nearing completion. They are getting ready to work on parking lots and the seawall.

Director Mangum stated there are some other lingering projects we have taken a break from over the winter and will be starting up again. One is the Cemetery project. Next week we will be meeting with our contractor who does historic restoration of the stones in the Novi Cemetery. We will develop a plan for this spring and what we want to accomplish. We will also be doing new fencing along Novi Road. The old fencing came out during the road construction. We also have a fencing project going on at ITC Community Sports Park. We are in the bid stages for that.

Commissioner Torimoto stated a couple of weeks ago there was a note regarding potential fireworks. He believed it was going to be happening June 22nd. He is not sure where the fireworks are going to be but Pavilion Shore Park would be a perfect passive park for people who want to come out and see those fireworks. He asked if timing for that would work.

Director Mangum replied we are not planning for the park to be completed by the middle of June. There is a potential it could be nearing completion. It all depends on how the turf or grass is doing and where the irrigation stands before we open the park to a large group like that. We do plan on opening Lakeshore Park and the beach so people can watch the fireworks from there. We are also doing a camp out at Lakeshore Park that evening as an introduction to family camping. It will be "The Great American Camp Out".

Commissioner Wingfield asked if any improvements were made to ITC Community Sports Park ball fields last fall.

Director Mangum replied some of the immediate things were done last fall. When it came to things like resetting posts it made more sense to it after the freeze and thaw cycle so we have one less winter on those posts and

fences. There are a couple of projects where we did that like the Cemetery fencing and court resurfacing. We decided due to the lack of use these facilities get over the winter we would wait until spring to do them. Commissioner Wingfield asked about the soccer and baseball seasons in regard to the amount of rain we have gotten on the fields. He asked if it has been wait and see on the use of the fields so they are not ruined. Director Mangum replied that is true to a certain extent. The fields are all a little different. We are trying to make sure we do our due diligence and inspect the fields on a regular basis. Some fields hold more water than others and some drain remarkably well. We are on a wait and see and also on a day to day basis. Our coaches and team managers have been very understanding.

2. Legacy Art Gala

Director Mangum stated the Michigan Legacy Art Park is a nonprofit we partnered with. They have an Art Park in northern Michigan at Crystal Mountain. It is a great agency and they are in line with what we would like to accomplish with the David Barr property. They host an annual gala which is their major fundraiser for the year held in Crystal Mountain. This year it will be held in Novi. The reason they are doing that is they are honoring David and Beth Barr with their Legacy Award. This is a very prestigious award in that organization and in the art world in Michigan. Because of the project we are doing with purchasing that property and creating an art park and cultural education center we have offered to hold that event here. In the packet materials are save the date cards. We would love for the Commissioners to attend if you can or would like to. It is going to be a good opportunity to get our arts program some exposure. That event will be held June 15th here in the Novi Civic Center. It includes dinner, entertainment and auction. It will be a nice event and we are looking forward to honoring one of Novi's residents and probably the most renowned Michigan born artist who has his work all over the world.

3. Pavilion Park Update

Director Mangum stated the Pavilion Park update was covered in the other project updates.

Commissioner Staab asked if the proceeds from the Gala would go to Michigan Legacy Art.

Director Mangum stated that the proceeds would go to Michigan Legacy Art but our hope is that the Gala will give us exposure with the art community.

B. Recreation Division – Superintendent of Recreation Scott Pratt

1. Playgrounds

Superintendent Pratt stated Director Mangum covered the playgrounds earlier. He thinks the residents will be pleased.

2. Theatre/Arts

Superintendent Pratt stated "The Little Mermaid" is coming up on May 3rd, 4th, 5th and May 10th, 11th, and 12th. This year we are running a special school performance on May 6th at 10am. Two hundred first graders are coming for this performance. The audience is coming from two schools.

One school is from Wixom and the other is Novi's Parkview. The tickets for the regular performances are \$12 for adults and \$6 for children and seniors. There are 52 actors ranging in age from 7 to 17.

Superintendent Pratt stated the next Art Opening is going to be on May 2nd. It is going to be the Novi High School Select Art Show.

"A Like Totally 80's Wedding" is going to be on Saturday, June 1st. Tickets are \$40 per person or \$75 per couple. It is an interactive theatre experience. It is a wedding where you are part of the show and also one of the attendees at the wedding reception and dance.

We currently have the DIA Inside Out Exhibit and there are pictures throughout the city. Tonight's event has been cancelled due to weather. There would have been a docent go around and talk about all the art that is posted so we hope to get it rescheduled. May 18th and 19th is community weekend for Novi. It is a free bus trip for older adults. They will be taken around and shown the art. The Choralaires will be performing as well. The Choralaires Spring Concert is on May 11th at 7:30pm at the Novi Middle School.

Novi Concert Band's Spring Concert will be on Sunday, April 28th at 2pm here at the Novi Civic Center.

3. Youth/ Teen

Superintendent Pratt stated Greg Morris has Camp Lakeshore building attendant and lifeguard interviews this weekend. He is still taking lifeguard applications. Even if they have pool certification we will certify them for beachfront.

He has partnered with the Novi Public Library on a free bike/walk event on Sunday, April 28th starting at 10am at the Library. They can donate old bikes and ride their bikes or walk around the course which features DIA artwork. Before the Memorial Day Parade on May 27th, there is a Memorial Day Run in the morning at 7:30am. People can register at novimemorialrun.com.

There is a 5K and a 10K and a Fun Run for the kids.

We have partnered with Wixom and Northville to offer a Detroit Tigers trip on June 9th. We are trying to collaborate more with other recreational department to try and build trips so we can actually fill a bus. We are also partnering with Wixom to offer a trip to "Wicked the Musical" on Saturday, August 27th in Toledo. The deadline for "Wicked the Musical" is July 11th.

4. Sports

Superintendent Pratt stated he is going to give highlights since much of the registration has been going on. These are bullet points from Shauna Lewallen. There are 8 women's teams in our inaugural spring soccer league. This is up from last year and is growing.

There are over 425 kids in spring youth soccer. We are trying to get them out to play but are having issues with the weather.

There are over 60 kids playing lacrosse. This includes the new team we added to provide an opportunity to the kids who were not on the Middle School team.

Adult Softball is maxed out and we have added a 5:10pm league, which is new this year. The regular league is a doubleheader league. The 5:10

league is going to be a single game per week and will go through the spring and summer session.

Once softball starts in less than two weeks, we will have 2,560 people participating in youth and adult sports in the month of April.

Superintendent Pratt gave kudos to the sports department for their very good work.

Shauna and her group are revamping the sports website to have more updated and useful information.

Superintendent Pratt added that Wendy DuVall has come up with some great programs. She is working on having a Pet Adoption Day for cats and dogs in partnership with Oakland County during our "Fall for Novi".

Superintendent Pratt stated there are a group of kids from Special Education class at Clarenceville High School who come and help in the Novi Civic Center. Superintendent Pratt read a letter written by Cathy R. Lowery, a Special Education Teacher from Clarenceville High School, which told about the benefits and skills the student have acquired from being able to help here at the City of Novi Civic Center. He stated Wendy has also worked with a Special Needs Middle School student group called "Coffee and Crumbs". They come once a month and set up a little shop in the atrium and they sell coffee and cookies and desserts which they make themselves in the kitchen at the school.

We have a new reservationist, Terry Orlich, in our department. She will take care of our facility reservations.

Commissioner Torimoto stated he is coaching girls' soccer. He saw an e-mail that said about 150 to 170 signed up for soccer after the deadline and even after uniforms were ordered. He thinks that is great news but asked why so many registered so late or if there is something that can be done to improve that.

Superintendent Pratt stated it could be because of the weather. When the weather is better, people think more about being outside. Because they have gone "green" at the schools much of the information has gone digital and we are hoping they are seeing our programs that way. It is a challenge with both our youth and adult sports to set the deadline. We like to stress it is difficult to set schedules and order uniforms. He, Shauna and Theresa have been talking about ways to improve this. Some ideas are fliers, posters at the schools and ways to make the deadline dates more prominent on the website.

Commissioner Wingfield stated it was good to hear about lacrosse. When his son went to Middle School it was a growing sport. They did not offer an A and a B team. There was just one team with about 15 or 20 kids and the 7th graders usually got cut with no place to play. What the department is doing now is creating a spot for these kids to play or basically having a 7th grade team.

Director Mangum confirmed that is what the department is doing. We are trying to fill that need. All of the kids, who have played lacrosse with us since third grade, once they got to 7th grade, didn't have any place to play. He did not realize that the Middle School team is mostly playing Parks

and Recreation teams. There are very few Middle Schools that have a lacrosse program. What we are doing is a natural fit because it is the same league and the same teams.

Commissioner Winfield stated that was what had been frustrating because cities like Northville weren't playing their Middle School teams but clubs. Those clubs had an A and a B team. The Middle School would not do a B team so mostly 8th graders made the team. Some of the players who have to sit out a year from lacrosse lose interest.

Director Mangum stated it has worked out well and the boys and the families are pleased.

Commissioner Wingfield asked Superintendent Pratt how many children participate from the Clarenceville School and how the program works. Superintendent Pratt replied the children come in the morning with Rachel Orchard who is the lead for the class. She is also one of our building maintenance people. She brings around 12 to 13 kids. They do things like cleaning, setting up tables, setting up coffee and mopping. They do the jobs themselves and are supervised by the staff from Clarenceville. The Clarenceville staff is really good. They are given a list of duties and they accomplish them. They are here until around one-thirty or two o'clock like a regular school day. We have hired two of the students as building monitors and they are great kids. They have come up with some of their own jobs and Rachel has presented them to us and they have been great. Superintendent Pratt thanked the front office staff for taking all of the reservations and registrations.

Commissioner Tecklenburg asked about gathering e-mails to send out blasts about deadlines and other information.

Superintendent Pratt stated the new Rec 1 software is all online so we need their e-mail address to register them. That is where we get e-mails from participants to send updates and information. Some of the e-mails are going to "spam" so he is working with Rec1 to find a way to prevent that from happening. We also have a Rec Reminder that goes out by e-mail as well.

Director Mangum stated people can sign up for that at the cityofnovi.org website. It is a monthly e-mail.

Superintendent Pratt added with this software people can opt out of e-mails. We have to offer that and some families do opt out. We try not to send a lot but do send things like deadlines, upcoming programs or a special activity.

Commissioner Wingfield asked what the percentage is of people who register online and who register at the counter.

Superintendent Pratt stated he does not have the hard numbers but he thinks it is about 70 percent online and 30 percent at the counter.

Director Mangum stated last year it was about 59 percent online and the rest were at the counter. Every year the online percentage goes up but there are people who just like the face to face interaction.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION:

A. Discussion on and formation of Older Adult Services Advisory Board

Director Mangum stated this is to form an advisory board with the primary responsibility to help us implement Strategic Plan items for Older Adults Services.

Commissioner Staab made a motion that the Parks, Recreation and Cultural Service Commission adopt the formation of the Older Adult Services Advisory Board. The motion was seconded by Commissioner Tecklenburg.

Voice Vote

Unanimous

Commissioner Wingfield asked if the liaison person for this Advisory Board was Rachel Zagaroli and the liaison of the Art Advisory Board would be the Cultural Arts staff person.

Director Mangum confirmed this.

Commissioner Torimoto asked how an interested resident would apply to be on one of these Boards. He also noticed that the Novi Public Library was involved with both of these Boards and asked what their role is.

Director Mangum replied we would advertise for these Boards in the same way we would for a Commission which is through our network and press release. People would apply and we would go through the process. We may ask certain people whom we know would do a good job to apply.

Director Mangum stated the Library just recently completed a Strategic Plan and one of the things they want to do is work more closely with us, especially in areas like Older Adult Services and Arts. We have partnered with them in creating the descriptions and format of these Boards. They will be an active partner.

B. Discussion on and formation of Art Advisory Board

Director Mangum stated this would be a cultural arts advisory board is to help advise on cultural activities as well as such things as art, public art and anything in that realm.

Commissioner Torimoto made a motion to approve the Cultural Arts Advisory Board. The motion was seconded by Commissioner Tecklenburg.

Voice Vote

Unanimous

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Commissioner Torimoto stated he started coaching for the Girls' Soccer league and it has been challenging weather-wise. It seems there have been quite a few late registrations and some switching of teams because of practice nights this season. It is amazing how quickly the weather situation changes daily and how well Shauna and Theresa have been on top of it and keeping everyone informed. He thanked them for all of their work.

Commissioner Staab stated he has a flyer for each of the Commissioners regarding the Choralaires tickets and concert on Saturday May 11th at the Novi Middle School. He encouraged everyone to get their tickets at the Novi Parks and Recreation office or at cityofnovi.org.

Commissioner Tecklenburg stated a lot of information was covered this evening. He is impressed with the number of opportunities and services we offer to our older adults. He is also impressed with the number of opportunities there are in theatre and the arts.

Commissioner Ferrell stated a great job was done on the Flashlight Egg Hunt. She was amazed at the number of people. A great job was done keeping the kids happy and it was good to see the Bunny. She wanted to remind everyone the Novi Parks Foundation one main fundraiser is the Golf Outing. She wanted to encourage all golfers to come to the Golf Outing on August 1st.

Commissioner Wingfield thanked Older Adult Services Manager, Rachel Zagaroli, for coming out this evening and talking about her programs. He also thanked Director Mangum and Recreation Supervisor Pratt for their program updates. If you live in Novi you can't say we don't offer activities. Everything we talked about this evening is amazing. We also have great facilities, either buildings or parks. We are always doing things and trying to make them better. We have always had great programs in the past and are coming up with new ones. He thinks the department is doing a great job. He was on the other side of town a couple of weeks ago and he met an older gentleman who stated that Novi has a good senior program. He was from East Detroit and had heard about our program. It made him feel good. He thanked the department for all of their hard work.

ADJOURNMENT

A motion was made to adjourn by Commissioner Tecklenburg and seconded by Commissioner Ferrell.

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Wingfield at 7:58pm.

DATE APPROVED: _____

Paul Policicchio, Chairperson

Harry Torimoto, Vice Chairperson