

PARKS, RECREATION & CULTURAL SERVICES COMMISSION

Thursday, May 19, 2016 – 7:00 P.M.

NOVI CIVIC CENTER – COUNCIL CHAMBERS

The meeting was called to order at 7:01 p.m. with Commissioner Staab presiding.

ROLL CALL: Staab (Present), Bauss (Present), Dooley (Present), Jewell (Present), Pratt (Present), Torimoto (Ex-Absent), Wingfield (Present), Student Representative Thakore (Absent), Student Representative Wei (Ex-Absent).

APPROVAL OF AGENDA:

It was moved that the agenda be approved as written by Commissioner Jewell and seconded by Commissioner Pratt.

Voice Vote **Unanimous**

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the April 21, 2016 minutes.

It was moved that the minutes for January be approved as written by Commissioner Dooley and seconded by Commissioner Pratt.

Voice Vote **Unanimous**

COMMITTEE REPORTS:

A. Walkable Novi – Commissioners Wingfield and Bauss

Commissioner Bauss said there was no meeting, so no report.

B. Novi Parks Foundation - Commissioners Torimoto and Jewell

Commissioner Staab said May 17 featured discussion on July 22 Pour on the Shore. Nearly 150 tickets sold so far of maximum 500. Cap was 300 last year. Great Lakes Gutters sponsored ITC. Other sponsors being finalized. Welcome Karen Taracks as new Foundation treasurer. Looking to schedule program benefit for Barr Property in Sept. or Oct.

Director Muck said noviparksfoundation.org has been redone with new look and information. Online ticket purchase link available on the site for Pour on the Shore. Photos from last year's event on Foundation Facebook page.

C. Grants Committee – Commissioners Pratt and Dooley

Commissioner Dooley said meeting was tonight and discussed possible ITC Sports Park expansion. DNR is interested in the property east of existing park. Would entail trail connections with ITC Trail Connections.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION

A. Discussion on Commissioner Park Maintenance Standards & Evaluations

Director Muck said commissioners would be assigned two parks and go out to facilities and check on conditions, report back to Parks and action would be taken via a work order, if needed.

Commissioner **Wingfield** said he likes the idea, but didn't want to just create extra work for people.

Commissioner Dooley asked when this would be effective.

Director Muck said Management Assistant Chris Jackett would send out a schedule of due dates.

Approved as written by Commissioner Jewell and seconded by Commissioner Pratt.

- B. Discussion on Roman Ruins Sculpture Signage
Item removed from agenda.

STAFF REPORTS

- A. Administration Division – Director Jeff Muck

- 1. Update on Spring 2016 Projects

Adult exercise park at Meadowbrook Commons is open and accessible to all of the public. Power Park dugout covers will break ground in the next few weeks. May 30 targeted as Pavilion Shore shelter/restroom ground breaking. RFPs out for OAS transportation software and Lakeshore Park new shelter. Power Park and ITC pathways will be improved. Broke ground this week on ITC Regional Trail portion from north end of ITC Community Sports Park to Nine Mile. Ice Arena finished painting and partition replacement in restroom, completing destratification fans in lobby. LED lighting in rinks and front desk remodel both upcoming.

Commissioner **Jewell** asked about two ITC Park fields being renovated.

- 2. Beacon Hill Development Proposal

Director Muck said potential new development would be on northeast corner of 12 Mile and Meadowbrook. Developer of housing and retail development would turn over 3.28 acres to become a park. Would include bicycle racks, park benches and be low maintenance with no mowing needed. Potential site for a fountain in the future. Retail portion could include an ice cream or coffee shop. Talked about providing parks to all residents in the city within one mile of their residences. Will be on Monday's City Council trail.

Commissioner **Wingfield** asked about potential park's usage due to small size.

Director Muck discussed tie in with M-5 Connector Trail that runs along Meadowbrook Road.

Commissioner Pratt asked about the potential of a walking path.

Commissioner Staab mentioned other neighboring projects that could lead to additional usage if the park was created.

- B. Recreation Division – Deputy Director Tracie Ringle

- 1. Program & Services

Summer camp registration continues. Camp Power Play has three single days and week eight has one full week left and the rest is sold out despite adding 10 additional spots. High School Select Art Show in Atrium through June 3. Juried show and winning piece chosen. Winner "Peaches" was first painting ever. Lakeshore Beach opens Memorial Day, May 30, from 11 a.m.-5 p.m. until the day after school ends and then extends to 10 a.m.-7 p.m. through Labor Day. Upcoming programs include Ultimate Summer Kick-Off at Novi Middle School. The Great Camp-Out is June 18-19 at Lakeshore Park with fireworks on Walled Lake. Select Soccer Tryouts are June 18 and Novi posted an advertisement in the Michigan Soccer Tryout Guide

for the first time and has already seen good return. Villa Barr Art Walks are almost sold out for June 8 and June 11.

2. Staffing Update

Amelia Purdy is the new recreation supervisor of cultural arts. She began Monday in place of Rochelle Vallance. Was previously a part-time staff member.

Looking to hire new building attendants and a new building attendant coordinator position. Summer staffing for camp and seasonal staff is good, but could still use a few lifeguards. Adult softball supervisor Brian Schmittler has been with the department for 11 years and is taking on a new full-time position at the end of the month. Looking to hire two or three part-time people to fill the position.

Commissioner Jewell asked about collaborative program with the schools to recruit lifeguards for Lakeshore.

C. Older Adults – Older Adult Services Manager Karen Kapchonick

1. Program & Services

Fitness equipment at Meadowbrook Commons is open. Commons resident sent a thankful letter about the equipment. Walk Our Way meet Tuesdays to walk a mile. Equipment is open to all Novi residents. Decorations in Meadowbrook Café Community Room are going in, awning is next and new flooring during Memorial Day weekend. Gazebo and butterfly garden will be touched up this summer. May has four “Be Healthy, Stay Healthy, Know the Facts” programs. More than 55 people signed up. Several summer holiday programs are coming up. September will be Meadowbrook Commons’ 15-year anniversary. Has five or six residents more 10+ years.

2. Memorial Day 5/30

Monday, May 30, 10 a.m. parade and 11:30 a.m. service/luncheon at Civic Center. Info on city website. Memorial Day run starts the day and then the parade goes west from Karim to the Civic Center. About 37 veterans and 13 organizations registered already.

3. OAS Strategic Plan Update

All four dates had different groups. Currently compiling results and developing action steps. One of the challenges is the older adult population is growing in Novi. Commissioner Dooley said he enjoyed being at the strategy sessions.

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Commissioner Wingfield said nothing to add, but good to be back in the loop after missing meetings.

Commissioner Bauss asked if Zika mosquito abatement was on the radar of DPW and Parks regarding campouts.

Commissioner Dooley said Spring into Novi was well attended and both Parks Commission and Foundation were well represented.

Commissioner Pratt said Spring into Novi was great. He enjoyed the tour of the new Community Development office. Complimented staff friendliness when customers call in; said he's heard compliments by people out at the soccer fields.

Commissioner Jewell said complimented the work the department is doing.

Commissioner Staab said he attended the Choralaires concert the Sunday before Mother's Day and it went well. Spring into Novi had a lot of good synergy and representation.

Deputy Director Ringle said Dooley Dog Day is this weekend at the ITC Community Sports Park soccer fields. Commissioner Dooley said he will start cooking at 9:30 a.m. until the hot dogs run out.

ADJOURNMENT

A motion to adjourn was made by Commissioner Jewell and seconded by Commissioner Pratt.

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Staab at 7:47 p.m.

DATE APPROVED: _____

Charles Staab, Chairperson

Doug Bauss, Vice Chairperson