

PARKS, RECREATION & CULTURAL SERVICES

Thursday, October 25, 2012 – 7:00 PM

NOVI CIVIC CENTER – COUNCIL CHAMBERS

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

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

APPROVAL OF AGENDA:

It was moved by Commissioner Jewell and seconded by Commissioner Staab to approve the agenda as written.

Voice Vote

Unanimous

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the September 20, 2012 minutes.

It was moved by Commissioner Staab and seconded by Commissioner Jewell to approve the minutes as written.

Voice Vote

Unanimous

COMMITTEE REPORTS:

A. Walkable Novi - Commissioners Policicchio & Torimoto
Commissioner Torimoto stated the last Walkable Novi Meeting was October 18th. The two major items on the agenda were an update and recommendation on where the pathway and sidewalks need improvement or additions. This is based on a point system. The whole process and latest recommendations are available online. The point system includes things like safety (based on past accident history), proximity to schools, population and how it aligns to the Walkable Novi Plan. There was not a quorum at the meeting but they were able to agree and recommend some updates. The second item is an ongoing discussion on the neighborhood connector routes. The first one proposed and implemented is on the northeast corner of Beck and Ten Mile going through the subdivisions and ends up in the Civic Center area, mainly the Library and Fuerst Park. There were citizens present to go over what they thought about the neighborhood connector route. It connects Yorkshire Place and Simmons Orchard on that route. There was representation from Yorkshire place and discussion including possible alternate routes and signage.

- B. Novi Parks Foundation - Commissioners Staab and Tecklenburg
Commissioner Staab stated they had their regularly scheduled meeting on October 9th. They talked about goals and vision for the Foundation and realigning. They would like more input from the Commission regarding opportunities they should be looking at. They are also looking at the renewal of one of their major Naming Rights programs with ITC. They are also finalizing the Naming Rights with Tom Holzer Ford.
Commissioner Wingfield asked if there were any final numbers from the Golf Outing.
Commissioner Staab stated it was down in terms of revenue. They made about twelve or thirteen thousand dollars in total. There were not as many golfers this year. He believes that the date of the next Golf Outing will be August 1, 2013 and will again be at the Links of Novi. They are close to finalizing the contract for that venue and date.

STAFF REPORTS:

- A. National Recreation & Park Association Conference –
Director Jason Mangum & Superintendent of Recreation Scott Pratt
Director Mangum stated he and Superintendent Pratt attended the National Recreation and Park Association Conference last week in Anaheim, California. The opening keynote speaker was an economist, Dr. Lowell Catlett, from New Mexico State University. It was one of the most motivational sessions he has attended. He spoke about the value of Parks and Recreation and the role it plays in a stronger economy. He attended sessions on building marketing plans, negotiating contracts, risks and hazards in natural play and practical research. There are two things he will make a priority based on education. One is creating an internship program that is beneficial to both the agency and the student. He thinks it would be a value to us to create a strong internship program not only to have us train the next generation of Parks and Recreation professional but also to learn from as well. This session went through everything you need to have in the internship program. The second is PRORAGIS which stands for Parks and Recreation Operating Ratios and Geographic Information System. It is a program that is free to Parks and Recreation agencies and gives the opportunity to benchmark with agencies across the country. The program encourages agencies to collect data on all kinds of different things and turn them in to the database. This database is completely searchable and customizable for things you are looking for. It will help us see how we stack up against other cities in the state, region or country.
Superintendent Pratt stated that he also thought the opening was inspirational. One of the sessions he attended was on CAPRA accreditation. It made him more familiar with the process so he was glad he attended. He also attended a class on shared services, the new normal, on sharing services and collaborating with other departments, organizations and communities. He took a tour of a splash pad just to see what other people are doing with them. He also went to a programming class. Many of the things he went to related to programs on a national level we are already instituting now. One of the trends he got from the National Conference is adult playgrounds, where adults can work out next to their kids and involve the whole family. He did participate in a 5K run. One of

the things his is taking from this conference is the Public Art, which is big all over. He feels we are in the forefront of this in our community. He went to some classes on adaptive sports. It is good to see that there are things already set up and we just have to implement it by bringing it in to our department. He attended an ADA compliant playground where they talked about surfacing. They stated that engineered wood fibers are the way to go. Commissioner Tecklenburg asked about Parks and property value. Director Mangum stated that there is a report out of Texas A&M that talks about how property value increases with proximity to a park. Commissioner Wingfield asked if they found in their classes that Novi is already ahead of the curve or planning things down the road. Director Mangum stated that is true but we do have room for all kinds of improvement. We are behind in adaptive programming and are behind the times in ADA playstructures. There were also times when they were in a session and could be teaching that session and it is nice to receive that confirmation that we are doing well and are on the forefront of many things. He is happy with where we are and the direction we are going. Every year they give out a gold medal for the best Parks and Recreation agency in the country. There are five different categories population wise. We would fit in category 3 which is in the middle. It is his goal that we one day be recognized for being the best and we are well on our way. Commissioner Staab asked who won the gold medal. Director Mangum stated this year was Williamsburg, Virginia and last year was a suburb of Milwaukee, Wisconsin. Commissioner Tecklenburg asked how prevalent Adult Playgrounds are and are they a growing trend. Superintendent Pratt stated that it is like a workout area. The reason they are becoming so popular is that they are put close to the children's playground so the adults have something to do while their children are playing. The cost for them is a lot less than a children's playground. Director Mangum stated they are looking at those Adult Playgrounds that have been put in to parks and are watching to see if they are a trend or the new normal. Commissioner Staab asked if there was something going on in New York City and Central Park with Richard Bernstein and Mayor Bloomberg since he was run over back in August when he was out jogging in Central Park. Richard Bernstein is the ADA advocate with the Bernstein Law office and was an advocate of ADA in Michigan. Superintendent Pratt stated that he heard a donor came in and made a huge donation to New York City parks but he had not heard about the ADA. Commissioner Staab stated the City got a five thousand dollar donation from the State Fair. Director Mangum confirmed this and stated they made the donation to the City to be used at Pavilion Shore Park and the Barr Property. We are getting ready to break ground at Pavilion Shore Park next week. We are honored that the business community is recognizing the value of what we are doing. Commissioner Tecklenburg asked how long it would take to get things in place for the intern program.

Director Mangum stated we can always bring in an intern but for us it is about designing and writing the policy and program for an internship. We can then present it and recruit an intern. We would interview them and try to find the best match for what we can provide and for what they are looking for. The key is being able to find a good match. There are a lot of summer interns with fewer in the fall and winter. Central Michigan University is the big Parks and Recreation school here and their internship requirements are twice the industry standard. Most internships are twelve to thirteen weeks. Central Michigan's is 30 weeks and that can benefit us.

A. Administration Division-Director Jason Mangum

1. Capital Improvement Projects

Director Mangum stated Capital Improvement requests were discussed at the last meeting. Service improvements are those which are not as big as Capital Improvements. They can be things anywhere from a couple of thousand dollars to twenty-four thousand nine hundred and ninety-nine dollars in cost. He is again reaching out to the Commission to suggest any items we could use in our parks or recreation to improve. We are looking specifically to improve experience or save us money. We will be putting these in during the next phase of the budget process.

2. Update Power Park & Ice Arena parking lot improvements

Director Mangum stated there is now a new parking lot at the Novi Ice Arena which was much needed. The drainage was not properly working there so the parking lot was reconstructed. The south parking lot at Ella Mae Power Park was also reconstructed and the base layer of asphalt has been done and we are just waiting for enough good weather days in a row to apply the top layer of asphalt and then to stripe it.

3. Update Ice Arena improvements

Director Mangum stated that he has spoken about the Ice Arena Improvements earlier and this is a big project. He stated Pavilion Shore Park, located at Thirteen Mile Road and Old Novi Road, has mobilization scheduled for this coming Monday. This winter we are going to get a lot of the shoreline work done. We will come back in March and work on the leveling and walks. The anticipated completion date is in the middle of July.

4. Barr property

Director Mangum stated City Council approved a contract to purchase the Barr property. Yesterday we received the phase one Environmental Study. The study is for environmental issues or hazards on the property and is two hundred and forty-eight pages. We had various other inspections and test done there as well and are looking forward to finalizing that and making that an incredible asset for our community.

Commissioner Wingfield asked what the lifespan is for a parking lot or if it is budgeted for every few years. He asked if the City looks at that on a needs basis.

Director Mangum stated it is on a needs basis and environment is the biggest factor. With this project several were done to combine them to save money. They are on the Capital Improvement Plan.

Commissioner Torimoto asked if there was a running list of Service Improvement Requests.

Director Mangum stated that there was not. Service Improvement Requests are done every year. We analyze what our needs are. They are smaller dollar items so we are usually able to fund most of them. If one does not get funded it may carry over to the following year. An example would be our registration software. We are getting ready to implement new registration software. We are looking at some potential shade structure at Fuerst Park for the amphitheater. Things like these are Service Improvements.

B. Recreation Division – Superintendent of Recreation Scott Pratt

1. Upcoming Theatre Productions

Superintendent Pratt stated he hoped the Commissioners got a chance to see the colored pencil art in the Atrium. The last day for this show is October 30th. There will be another Art Opening on November 2nd which will be Arts of Novi. They will be bringing mixed media from six artists. Superintendent Pratt stated "Stuart Little" will be November 16th at 7pm, November 17th at 2pm and November 18th at 2pm. Tickets are \$12 for adults and \$10 for children and seniors. In December we will have "The Nutcracker." It will be December 7th, 8th and 9th. Prices are \$12 for adults and \$10 for children and seniors.

2. Engage

Superintendent Pratt stated in the upcoming "Engage!" for January, February and March we have a lot of new programs. We are starting lacrosse, roller hockey and softball camps. We have run softball leagues but not the camps. The "Engage!" should be out in the middle of December.

3. Recreation Software Update

Superintendent Pratt stated we did agree to a software contract with Rec 1 Software. We will have training on November 7th, 8th and 9th. It is going to be a hybrid service. Customer service and user friendliness is going to be easier with this system. It will give us opportunities to set up kiosks. Registration online will go through our City of Novi website. It will also be better for producing reports in the office.

4. Youth & Teen Programs

Superintendent Pratt stated we extended registration for our Fall House Basketball because we had so many people interested in playing. We have three hundred and twenty players currently registered. We are up one hundred players from last year.

Commissioner Wingfield added that we currently need five more coaches. Superintendent Pratt stated that we are offering Fall House Volleyball this year and currently have over two hundred players signed up.

Trick or Trucks is coming up on October 29th so there is still time to register. There will be City trucks and Michigan CAT is bringing out a bulldozer. There will be candy at each truck. The charge for this event is for the child only. Another program is Princess and Super Hero and will be on Friday, November 9th. Our special guests for that night will be Spiderman and Cinderella. Fun Start Tennis is an indoor program. It will be held at Village

Oaks, Deerfield and Parkview and starts November 5th, November 7th and November 13th. It is for children ages six to ten. For the Light Up the Night event we are still taking applications for the Craft Show. Light Up the Night is Friday, November 30th. Dan Dan the Choo Choo Man will be there as well as an ice sculptor. The Novi Athletic Boosters will be there also providing outdoor sports games.

Commissioner Torimoto asked if the Recreational Software is for registering for different events online. He also asked what the percentage is for online registration.

Superintendent Pratt stated the software is for registering.

Director Mangum stated that the percentage for registering online is about sixty percent. Many people who register at the front desk were here attending a class or were in the building or area and just stop by the front desk. Also many of the older adults do not use online registration preferring face to face contact.

Commissioner Torimoto stated that he does tend to register online and wanted to know if, with the new software, the information would transfer.

Director Mangum stated because it is a different system you will not have a code for your family ID and a password. It is like any other online service where you go in and set up an account with your own user name and password. The first time you go online to register for anything with the new system you will have to create a new account with your own user name and password. That will be a benefit because it will be an automatic cleaning out of our data base.

Commissioner Staab asked if the Light Up the Night Craft Show is a juried show or just crafters.

Superintendent Pratt stated it is just individual crafters.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION:

- A. Reschedule January Commission meeting from January 17, 2013 to January 24, 2013 due to an evening State of the City Address at the Civic Center

A motion was made by Commissioner Jewell to move the January Commission meeting from January 17th to January 24th and was seconded by Commissioner Tecklenburg.

Voice Vote

Unanimous

- B. Capital Improvement Plan – motion of support

Director Mangum stated it is in the packet and we talked about it last month. A point of emphasis, the Capital Improvement Plan has the projects we would like to accomplish over the next five years and not necessarily in that order because it depends on budget. We ask for input on the plan and what we want to have included in it. Those changes were made based on your feedback and now we are looking for a motion to support the current Capital Plan that we have and are getting ready to present for the next year. This is a guide and is your opportunity to provide feedback.

Commissioner Wingfield asked if it was still open for discussion.

Director Mangum confirmed that it is because it is a guide and if we vote on it tonight it does not mean that we can't add something. Throughout the year we are constantly adding, taking away or adjusting our Capital Plan.

Commissioner Wingfield stated he was not at the last Commission Meeting and would like to discuss ITC Community Sports Park and baseball. Looking at the plan for five years, he sees nothing for ITC Community Sports Park baseball. He asked if that is going to be more in the Service Improvement Requests. Director Mangum stated not only that but in our regular maintenance operations. Things like taking off the lips on the ball fields, replacing the fencing, which is happening right now are things that fall under Service Improvements but most of it falls under what we do in our general maintenance.

Commissioner Wingfield stated that a lot of money is going in to fields 5 and 6 at Ella Mae Power Park, and he agrees that it needs some attention. The people who use that are primarily girls' softball because the fields are not big enough to play older baseball or men's softball. It seems like a lot of money for that especially with the lights being so close to the community back there. Superintendent Pratt stated that we are going to put those fences back to make them 275 or 280 feet so adult softball can be played back there. The new lighting is going to concentrate on those zones so it will not affect the houses back there.

Commissioner Wingfield agrees with this since the Adult Softball Program is in huge demand and will ultimately help pay for it. He then asked about the 3.2 million dollars for this year.

Director Mangum stated that the reason it is so high this year is because of the Greenway Development, which is the ITC corridor trail. We have identified the cost of the whole program and it is something the City cannot afford in one year. That is something we will spread across multiple years. Until that trail is designed, it is being designed this year; we don't know what we can do or how we can phase it. We know that is the estimated cost. It is a place holder to show the entire cost of the project.

Commissioner Wingfield asked what the Eleven Mile and Beck Road Property is about.

Director Mangum replied that was Signature Park and is something that we are looking at to potentially develop. It is School District property right now. We are hoping to develop an MOU (Memorandum of Understanding) with the School District and be able to put in some multi use fields there so that we can expand our programming for some of the specialty sports that we do not have a lot of field space for. It is in the planning stage.

Commissioner Jewell stated in the last few years there has been a need for lighting at ITC Community Sports Park for late night baseball games and to extend the season and in prior years that was in the budget and in the next few years there is no talk of lighting there. He asked if this can be considered down the line or is it off the map.

Director Mangum replied it can be considered down the line and is on the plan for 2017-2018. Right now, in this economic climate, the main justification for putting the lights in is that the kids love playing under the lights but is hard to justify based on the use of the fields. If we were using every ounce of

daylight and getting in to the twilight hours it would be different, but we are not. We have daylight hours where we can play and the weekends are under-utilized. In this economic climate we need to make sure the need and demand is there. If we start booking baseball tournaments there it would be something we would look closer at because of the return on the investment. A Commissioner asked about funding for 2012-2013.

Director Mangum replied he did not have the information in front of him but Pavilion Shore Park is the major item with a Michigan Natural Resources Trust Fund Grant. We have Capital Outlay Requests for the shade at Fuerst Park. We are designing the ITC Community Sports Park corridor trail. Two playgrounds were approved. One is at the back of Lakeshore Park and the other is at Rotary Park. Cemetery improvements are included as well. If you have been out to the Novi Road Cemetery you will notice that some of the stones of the Revolutionary War and Civil War veterans have been refurbished. There is still a long way to go including fencing and restoring some of the historic stones, giving them proper respect.

Commissioner Staab asked if the ITC Community Sports Park playstructure replacement is the small one in the interior of the park.

Director Mangum confirmed it is. He stated the Tim Pope Memorial Playstructure is being bumped for now because he has done some research and he thinks we can get several more years out of it with proper maintenance. We do need to keep it on the plan because they do not last as long as metal structures and need to be aware and plan for it.

Commissioner Staab stated the family of Tim Pope is interested in going forward with enhancing the structure and getting in contact with the original design people. There is some money in a Foundation designated account to assist with whatever needs to be done on that structure.

A motion was made by Commissioner Jewell to support the Capital Improvement Plan as presented and seconded by Commissioner Tecklenburg.

Voice Vote

Unanimous

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Student Representative Kodali stated he went to Camp Lakeshore as a child and it sounds like they are making it a lot better.

Commissioner Tecklenburg thanked Director Mangum and Superintendent Pratt for their report on the conference they attended.

Commissioner Wingfield complimented Superintendent Pratt on all of the great programs. We have basic programs but also many innovative ones. We are ahead of many communities in the things we are doing. He stated that we have been trying to get some of the Commissioners to be able to attend the State Conference in February. He reminded the community that the Novi Athletic Boosters will be having a wine tasting party at the Civic Center on Saturday, November 3rd from 7pm to 11pm. It is thirty dollars a ticket and he has some available. It is to benefit the athletic programs at Novi High School.

Commissioner Jewell thanked Director Mangum and Superintendent Pratt on the outstanding job they are doing with all of the new improvements and the growth of the sports programs.

Commissioner Staab asked for a transcript or information on the economic report of the presentation at the National Convention. He is interested in economics and how it relates to Parks and Recreation and our City. He stated he appreciates the Capital Improvement Plan that was put together for this evening. It is a large capital outlay but there are a lot of good things going on in the City in regards to the Greenway project and the pathways and our commitment to making Novi a more accessible community through our pathway system. The sidewalk starting at Cherry Hill and going to Grand River is in the process of being completed. It will link the Older Adults Center to the shops and venues on Grand River.

Commissioner Torimoto stated that the benchmarking tool had been mentioned from the National Conference. He is very proud and pleased with the activities we already do here. We are always improving ourselves in terms of the services.

ADJOURNMENT

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

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Torimoto at 8:11pm.

DATE APPROVED: _____

Paul Policicchio, Chairperson

Harry Torimoto, Vice Chairperson