

PARKS, RECREATION & CULTURAL SERVICES

Thursday, April 17, 2014 – 7:00 P.M.

NOVI CIVIC CENTER – COUNCIL CHAMBERS

The meeting was called to order at 7:00 p.m. with Commissioner Torimoto presiding.

ROLL CALL: Torimoto (Present), Bauss (Absent-Excused), Ferrell (Absent-Excused), Jewell (Present), Pratt (Present), Staab (Absent-Excused), Wingfield (Present), Student Representative Kodali (Present), Student Representative Singh (Absent).

APPROVAL OF AGENDA:

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

Voice Vote **Unanimous**

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the March 20, 2014 minutes

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

Voice Vote **Unanimous**

COMMITTEE REPORTS:

A. Walkable Novi – Commissioners Torimoto and Bauss

Commissioner Torimoto stated a memo had been sent to City Council that Northville has put together a Walkable Northville Master Plan. It shows where Northville is integrating their plan with ours at Eight Mile.

B. Novi Parks Foundation - Commissioners Staab and Ferrell

Director Mangum asked that the Commissioners put Thursday, August 7th on their calendars for the Novi Parks Foundation Golf Outing. We will be hosting it at Links of Novi. There will be a 9 a.m. registration with a 10 a.m. shotgun start.

C. Parks and Recreation Grant Committee - Commissioners Wingfield & Jewell

Commissioner Wingfield stated there was nothing to report. He asked when Director Mangum thought they would meet again.

Director Mangum stated after the preliminary results from the current round of Trust Fund Grants is received, which should be in the next three or four months.

STAFF REPORTS:

A. Administration Division – Director Jason Mangum and Deputy Director Jeff Muck

1. Community Recreation Plan update

Director Mangum stated today we received our report from Vanessa Warren, our facilitator, who conducted our SWOT analysis with the Commission, public and staff as well as a Community survey. We will be reviewing the report for the next week in preparation for our Strategic Planning session on April 30th. The goal is, at the May meeting at the earliest or June meeting at the latest, to have a new Parks

and Recreation Strategic Plan for approval. That will not be the Parks and Recreation Master Plan, which will come shortly after.

2. Michigan Natural Resource Trust Fund Acquisition Grant update

Director Mangum stated we completed and then submitted an application on March 30th for an April 1st deadline. This grant is to acquire ten acres of parkland in the northwest part of the City. The location is around Twelve Mile Road and Napier and would be a neighborhood park in a growing area of Novi with new subdivisions. He found out that this year with the number of applications it will exceed the amount of money available. He is hoping ours is a strong application and we will be able to receive the grant.

Commissioner Wingfield asked what the purchase price of the property is and how much the grant is and what do we have to match.

Director Mangum stated there is no limit on an acquisition grant. We applied for a five hundred and fifty-five thousand dollar acquisition grant. This would be five hundred thousand for the property and fifty-five thousand for upgrades, closing costs, environmental tests and other items of due diligence on the property. The City's match for that is thirty percent.

3. Community Sports Park vandalism

Deputy Director Muck stated there was vandalism at Community Sports Park several weeks ago. A couple of vehicles in two instances drove across our baseball field 6, a couple of our pee wee ball diamonds and a couple of our pee wee soccer fields. DPS has been working to correct these issues and believe field 6 will be playable very soon and are getting quotes on the pee wee fields. We did have to move the pee wee soccer fields to another location in the park. The pee wee diamonds should be playable by mid-July for baseball.

4. Capital Improvement Project (CIP) Budget updates

Director Mangum stated last month at the Commission Meeting, Commissioner Staab brought up the Tim Pope Memorial play structure which was in the CIP for replacement. He felt that we could get a few more years of use from that play structure and requested we move the replacement back a couple of years. With some support from City Council last night at the budget meeting, that was done. It has been moved back to the 2016/2017 plan where we originally had it. In addition, instead of having that play structure replaced, City Council proposed budget will have the replacement of the Ella Mae Power Park play structure. That will allow us to replace a play structure that is aging and has frequent repairs. It is one of our only play structures that has an ADA accessible ramp up on to the play structure, however, after the first transition point there is not a lot of play element for ADA accessibility. Hopefully, we will be able to expand the ADA accessibility for that playground by replacement.

Director Mangum stated the budget is solid and talked about the staff's work and contributions.

5. Program updates

Deputy Director Muck stated the Eggstravaganza was held at Tollgate Farm this year with 250 children attending. It was a great location for that program and we will work closely with Tollgate again next year for this program and possibly other programs.

Upcoming programs include the Parent and Child Golf Outing on May 3rd at the Links of Novi and the Family Road Rally on May 17th. Tickets will be on sale starting Monday for our production of "Peter Pan".

Deputy Director Muck stated that sports have been a challenge with the weather this spring. Youth Soccer games are scheduled to begin on Saturday. We do have a Women's Soccer League with four teams and league play will start next week. Our Pitch, Hit and Run competition will be held May 10th at Ella Mae Power Park from 10 a.m. to noon for ages 7 to 14.

Director Mangum added we are always looking for volunteers so we would love to have Commissioners come and volunteer.

Deputy Director Muck stated our Cemetery clean-up was held last Saturday. We had fifteen volunteers. That event is led by Recreation Supervisor Wendy DuVall. The next program she will be spearheading is Arbor Day at Lakeshore Park on April 26th from 9a.m. to noon.

Commissioner Wingfield asked how the numbers are for Adult Softball.

Deputy Director Muck stated at the Manager's Meeting last night we had over 80 teams so the numbers are holding steady.

Director Mangum added that we are full and have a waiting list.

Commissioner Wingfield asked who is running the Adult Softball League.

Director Mangum stated, with the departure of Shauna Lewallen, Greg Morris will be taking over the supervisor duties for athletics.

Commissioner Torimoto stated on Tuesday there was snow and was the time his soccer team could practice. Chase did a fantastic job. He opened up some of the indoor facilities for coaches who still wanted to have their practice.

Deputy Director Muck stated we also appreciate the Novi Schools working with us to accomplish that.

6. Ice Arena updates

Deputy Director Muck stated at the Novi Ice Arena the coaching room update is complete and had the final check off today. The flooring replacement on the lower level is scheduled to start in mid-June. They are also working on upgrades of the Red Rink sound system.

Director Mangum stated as that facility ages we have more upkeep and every improvement we have been able to do has been self-funded through the fees and charges at the Ice Arena. No tax dollars have been used to subsidize any of these projects.

Commissioner Pratt asked if the upgrade to the sound system of the Red Rink going to be similar to the Blue Rink.

Deputy Director Muck replied we are using the same vendor.

Director Mangum stated it will be a little different system because the Red Rink is a smaller area.

Commissioner Pratt stated he and his family had gone to an open skate which was in the Blue Rink and that there were a lot of people there.

B. Older Adults – Older Adult Services Manager Karen Kapchonick

1. Program Updates

Manager Kapchonick stated kicking off the Spring/Summer season is the Older Adult Softball League. There are eight teams participating. There are three teams from Novi, four teams from Northville and one team from South Lyon. This is an increase from last year and we are looking to build on this program. This is the

fourth year. There was an article in the Novi News today encouraging people to join that league. It will be a twelve game league with a tournament at the end. The Golf League consists of approximately 89 players which is an increase of around 8 from last year. There is a Men's League, Women's League and a Mixed League.

Today we had our Novi Travel program with approximately 43 people attending to listen to our 7 Travel Representatives.

We also have Social Services. We have an increase in people using our loan closet, both residents and non-residents. People borrow various pieces medical equipment during their medical need and then return them with no charge.

Today the Engage! was received by many people in the community and we had over forty calls with questions about our programs.

We have some new programs. One new program is "Driving Smart" offer by AARP. AARP provides a free program to do taxes. This ended last week. We had over three hundred individuals who participated in this tax service.

Our annual Memorial Day Parade will be on Monday, May 26th. She encouraged everyone to participate either by being in the parade or by coming and being on the sidelines cheering on everyone.

2. Transportation

Manager Kapchonick stated we met with City Council last evening regarding changes. Right now we have dollar rides for individuals for those individuals interested in taking transportation to the Library, Civic Center or Meadowbrook Commons for any one of our activities. The recommendation is that we would drop that fee and make it a free ride. That would start in July if approved by City Council. Hopefully by doing this we will see an increase in participation in our programs.

Commissioner Wingfield asked in Softball you were struggling to get a 4th team and were going to do your own league. It looks like everyone was able to get together and create an eight team league.

Manager Kapchonick replied yes and possibly the league will have nine teams. There is half a team they are trying to recruit players for.

Commissioner Wingfield asked if they play in Novi.

Manager Kapchonick replied they play in Novi, Northville and South Lyon.

Commissioner Wingfield asked when the league starts.

Manager Kapchonick replied the league starts May 6th and that she would provide him with a schedule.

Commissioner Jewell asked what age plays in the golf league and on what days.

Manager Kapchonick replied it is age fifty plus and she was not sure what days but it is during the week.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION: None

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Student Representative Kodali asked what day is the Golf Outing.

Director Mangum replied it is on Thursday, August 7th.

Student Representative Kodali stated that he would like to attend. He stated the Robotics Team will be in the Memorial Day Parade.

Commissioner Pratt welcomed Deputy Director Jeff Muck. He received his Engage! today and his children are excited looking at the activities. He thanked the staff for the excellent job they do.

Commissioner Jewell stated he also received his Engage! today and it is full of a wealth of information. Kudos to the staff for what they do. He also welcomed Deputy Director Muck.

Commissioner Wingfield asked about the status of the Dog Park.

Director Mangum stated the contract has been awarded and we are just staging and waiting for construction until frost laws are lifted. We are anticipating a spring construction and are looking at sixty day construction period and then turf establishment for the majority of the summer.

Commissioner Wingfield stated years ago Commissioners were involved in programs or would come out and help run programs. He asked if Commissioners want to help would it be advisable to call so that they would be expected and work for them to do. Director Mangum stated it would just take a quick e-mail or phone call and you will be directed to the correct Supervisor for a job to do. We would love to have the Commissioners volunteer. It is great to have Commissioners visible at an event.

Commissioner Torimoto asked about a gentleman who made a presentation about fireworks and if there was any discussion on how to use that opportunity to benefit our facilities.

Director Mangum replied on the night of the fireworks, at Lakeshore Park, we keep the beach open later with lifeguards and we keep booth attendants there. That is also the night of our Community Camp Out and after the fireworks we have a movie in the park and other activities.

Commissioner Torimoto stated he also received his Engage! which his daughter enjoys looking through. He thanked the staff for the great programming and noted that there is always something new. He is looking forward to coaching.

ADJOURNMENT

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

Voice Vote

Unanimous

The meeting was adjourned by Commissioner at 7:38 p.m.

DATE APPROVED: _____

Harry Torimoto, Chairperson

Jerry Jewell, Vice Chairperson