

PARKS, RECREATION & CULTURAL SERVICES

Thursday, March 10, 2016 – 7:00 P.M.

NOVI CIVIC CENTER – COUNCIL CHAMBERS

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

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

APPROVAL OF AGENDA:

It was moved that the agenda be approved as written by Commissioner Wingfield and seconded by Commissioner Bauss.

Voice Vote **Unanimous**

CITIZEN COMMENTS:

Resident Drew Lathin spoke about the decline in bird species and changes in butterfly populations; how they're impacted by non-native plant species' chemical breakdowns. Will be speaking on native plants 7 p.m. March 23 at Novi Public Library.

APPROVAL OF MINUTES:

A. Approval of the February 11, 2016 minutes.

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

Voice Vote **Unanimous**

COMMITTEE REPORTS:

A. Walkable Novi – Commissioners Wingfield and Bauss

Commissioner Bauss had no report. Next meeting is in April.

B. Novi Parks Foundation - Commissioners Torimoto and Jewell

Commissioner Staab said Foundation is working on finalization of marketing material. Director Muck noted the Foundation will be launching a new website in April.

C. Grants Committee – Commissioners Pratt and Dooley

Commissioner Dooley had no report. Next meeting is April 21.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION

A. Action and Discussion on the Pour on the Shore alcohol request for July 22

Director Muck said 300 people attended last year, selling out the event. Plans to sell 500 tickets this year and add a VIP hour. Request would include keg beer. Request will go to City Council March 14.

Commissioner Wingfield said he attended last year and had a lot of fun.

It was moved that the Pour on the Shore alcohol request be supported and sent to City Council as written by Commissioner Bauss and seconded by Commissioner Wingfield.

B. Action and Discussion on Nine Mile & Garfield ITC Trailhead grant application

Director Muck said trail will provide a non-motorized transportation link between the north and south ends of Novi. The goal of the 12.57-acre parcel is to service the ITC trail. City would provide \$172,500 match (30 percent) for grant. Was not selected in 2015 for grant, so wishes to resubmit for 2016. Public hearing will be 7 p.m. Monday at City Council meeting.

Commissioner Bauss asked if parcel was only available as full parcel. Asked about specific location of trail through parcel.

Commissioner Wingfield asked about the best purpose for the property.

Commissioner Staab asked about the property price per acre.

It was moved that the Nine Mile & Garfield ITC Trailhead grant application be sent to City Council as written by Commissioner Bauss and seconded by Commissioner Wingfield.

C. Action and Discussion on Spring into Novi for May 14

Director Muck said Community Relations invited the Parks Commission to have a booth at Spring into Novi 10 a.m.-1 p.m. May 14 Parks Foundation will have a booth and the PRCS Department will also participate.

Commissioner Wingfield suggested combining with the Foundation for a single booth.

Commissioner Dooley said he'd prefer a separate booth or combining with the PRCS Department booth instead.

Commissioner Staab said people have told him they miss Fall into Novi.

STAFF REPORTS

A. Administration Division – Director Jeff Muck

1. Staffing update

Visitors were in last week to review 151 standards over two days. Novi PRCS received a very positive review and met 146 of 151 standards, including all 37 required standards for accreditation. At least 90 of 151 are required for accreditation. Oct. 4 hearing will reveal final status. Visitors were impressed with the amount of work done to update the initial self-assessment, as well as the website format to present the standards. At least three of five missing standards, if not all, should be set by October.

NRPA Gold Medal application submitted today by Management Assistant Chris Jackett, who pulled most of the content together for that. About 30 percent of first-time applicants receive award.

CAPRA would be the third in Michigan and one of about 150 departments to receive CAPRA accreditation, of about 10,000 departments, if it's received.

Commissioner Staab asked about what the hearing process in October entailed.

2. Dog Park update

Entry area renovated to reduce mud puddling. Extended entry with gravel pathway. Since opening in Oct. 2014, park has had 564 registrations & renewals for 0.75-acres, about 340 families.

Commissioner Wingfield said dog owners have asked about growing more grass or putting a slab with a shelter.

Director Muck said shade over existing benches has been discussed, as has possible temporary closure to get grass growing.

3. Rotary Park update

This was a pilot project collaboration dealing with removing non-native invasive plant species; primarily buckthorn. It shades other plants and displaces other plants by increasing soil's nitrogen content. Additional clean-up to occur during River Day and at other parks, but it will not spread to ITC Community Park. Eagle Scouts and Rotary assist with clean-up processes.

Commissioner Staab asked if commissioners being assigned specific parks to provide quarterly reports on would be helpful.

B. Recreation Division – Deputy Director Tracie Ringle

1. Programs & Services

Motor City Mountain Biking Association won an MRPA award in February for design of the toddler single-track loop at Lakeshore Park. MCMBA's second MRPA award in the past 10 years. The last was for community service, since their 500 members volunteer more than 750 hours.

Encourage members not to get on fields and trails too early to avoid damaging them before summer season. Temporary signage has been placed at fields and trails.

Summer camp registration is now open online.

Recreation Supervisor of Cultural Arts position is now open following the resignation of Rochelle Vallance following her maternity leave.

Eggstravaganza March 20 at Fuerst Park has a slight format change due to new location.

April 4-8 camp spring break registering now.

2. OAS update

OAS Strategic Plan expired in 2015, so new five-year plan is being formed with community conversation focus groups 7 p.m. April 20 at Civic Center, 2 p.m. April 21 at Meadowbrook Activity Center and 2 p.m. April 22 at Fox Run.

Council approved a three-year contract with renewal options for KMG Prestige to continue managing Meadowbrook Commons, starting July 1.

Thanked sponsors Maple Manor Rehab Center for Valentine's Day luncheon and Enrich Life Homecare Services for upcoming St. Patrick's Day luncheon.

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Student Rep Wei thanked Lathin for presentation.

Student Rep Thakore thanked Lathin and said more invasive species need to be removed. Congratulated Novi PRCS on CAPRA. Everything sounds great. Novi is progressing and she's happy.

Commissioner Dooley said he echoed both of their comments. Attended soccer coaches meeting earlier that night and said field conditions were discussed, but enrollment seems to be doing well. Novi Ambassadors meet next on March 15. Going to discuss how ambassadors can provide and reach out to public about opportunities, in turn recruiting for the next class. Thanked for CAPRA dinner invite.

Commissioner Bauss said great work on the CAPRA. Great to hear it's part of everything done now.

Commissioner Wingfield said congratulations on CAPRA accomplishments.

Commissioner Staab said congratulations on CAPRA review audit. Last Sunday, attended Choralaires/Concert Band concert. Had more than 140 people attend. Appreciates all the work being done and activities going on, gearing up for spring.

ADJOURNMENT

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

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Staab at 8:09 p.m.

DATE APPROVED: _____

Charles Staab, Chairperson

Doug Bauss, Vice Chairperson