

PARKS, RECREATION & CULTURAL SERVICES

Thursday, February 11, 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 (Ex-Absent), Dooley (Present), Jewell (Present), Pratt (Present), Torimoto (Present), Wingfield (Ex-Absent), 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 Dooley.

Voice Vote **Unanimous**

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the January 21, 2016 minutes.

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

Voice Vote **Unanimous**

COMMITTEE REPORTS:

A. Walkable Novi – Commissioners Wingfield and Bauss

Director Muck said there has been no meeting since the last commission meeting.

B. Novi Parks Foundation - Commissioners Torimoto and Jewell

Commissioner Staab noted upcoming July 22 Pour on the Shore and Sept. 10 Villa Barr events have been scheduled. He reminded everyone Parks Foundation Executive Director Rachel Zagaroli would be on vacation from late February through all of March. Staab said the bylaws will be looked over for potential amendments this year for the first time since being inaugurated in 2003.

Director Muck said a new Foundation website is in the works and that Pour on the Shore is planning for 500 attendees, including adding a VIP hour from 6-7 p.m. The Foundation is looking for residents to participate.

C. Grants Committee – Commissioners Pratt and Dooley

Commissioner Dooley said the committee met before the commission meeting and have pegged 12.5 acres near Nine Mile/Garfield for ITC continuation, as well as utilizing a TAP grant for ITC, but have tabled other grant plans until 2017.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION

A. Presentation and discussion on the Lakeshore Park shelter.

Director Muck said the plan is to replace the 20x30 rental tent with the proposed shelter. It would increase aesthetics, rental options and help serve more than 50 children daily at Camp Lakeshore. As part of the 2016-17 Capital Improvement

Program, there are endless design options, but Community Development has indicated a preference for a metal roof and muted colors. Commissioner Pratt asked if more shelters were planned. Director Muck responded regarding internal plans for the next few years. Commissioner Jewell asked what the current shelter colors were and said he liked the two-tier hexagon option. Commissioner Pratty said the style should carry throughout the park. He asked if there were any historical markers. Commissioner Dooley said he liked the two-tier options and suggested making the style similar to Pavilion Shore Park. He suggested the gable rectangle option. Commissioner Torimoto said the shape should provide maximum functionality and that some shapes could create a dead space. He said he prefers a rectangle. Commissioner Staab said he liked the gable rectangle and asked about the state of the front shelter. Director Muck asked if the consensus was gable rectangle and said the project is intended to start in July, pending City Council approval and bid receptions.

B. Presentation and discussion on changes to youth soccer rules, including new age group cutoffs and field dimensions.

Deputy Director Ringle introduced Recreation Supervisor Greg Morris and Recreation Programmer Chase Root to speak about mandates created by U.S. Soccer. She said soccer is the largest league in the PRCS Department.

Recreation Supervisor Morris said the mandates were created by U.S. Soccer in 2015 and a fact sheet created by Novi PRCS would be available to the public in early March after receiving any input for edits from the commission.

Recreation Programmer Root said the existing team splits determined by school year would be switching to a birth year method for the Fall 2016 season. He said the current 65x45-yard U9-U10 fields would be changing to 47x30 yards. Root said U8 would go from 6v6 with a goalkeeper to 4v4 without a goalkeeper and move to a smaller field. Root said he is also changing the House League rules to better match the WSSL Travel League rules. Novi Parks is also adding a U13-U14 House League to play 7v7 or 9v9 on a 9v9 field, dependent on registration numbers. Root said the recreational Thunder travel teams play through WSSL and explained some of the differences between travel and house leagues.

Commissioner Pratt asked if recreational teams had tryouts. Root replied they did not.

Recreation Programmer Root said Novi Parks' select teams would be re-branded as the Lightning in order to differentiate from the recreational Thunder name. Root also said the select players would be registering \$375 for a full year for the fall/spring instead of \$175 per season separately for each fall/spring season. Root said select fees are higher because WSSL fees and referee rates are higher.

Commissioner Pratt asked about tournament participation that many other local clubs do. Root said Novi teams do tournaments, but pay separately from their registration fees and the coaches coordinate participation team by team.

Recreation Programmer Root said referees will be paid through GameOfficials' GoPay software because they cannot be paid cash at the field. Root said referees decline to officiate games in Novi because they don't pay enough or quick enough. With increased referee rates and GoPay, Root hopes to resolve that concern. Root

said Novi Parks would be changing their colors from green/black to blue/gold for the fall and moving forward in order to match the City of Novi's official colors.

Commissioner Staab asked if there was enough field space to accommodate the changes. Root said the city is evaluating the layout, but will have enough space while continuing to utilize school fields for practices only.

Commissioner Torimoto asked about the impact of the layout. Root said there would be the same number of fields, but two Pee Wee fields were likely to be added in place of one 7v7 field in order to accommodate the age groups with the highest enrollment.

Commissioner Staab asked when ITC Community Park field rehabilitation was listed in the Capital Improvement Program. Director Muck said 2017-18 CIP and changes at Wildlife Woods are also being planned.

C. Update on CAPRA accreditation process.

Recreation Supervisor Morris said CAPRA visitors from Colorado, South Carolina and Maryland would be arriving Feb. 29 and the PRCS Department is working on self-assessment edits now. Morris invited commissioners to a welcome dinner at Black Rock for the CAPRA visitors and thanked other city departments for their assistance in gathering the necessary content for CAPRA.

Commissioner Staab asked if Novi PRCS would know whether accreditation was earned when the CAPRA visitors left. Morris explained the CAPRA process.

Commissioner Dooley asked about taking the CAPRA visitors on facility tours.

Commissioner Pratt suggested having staff waiting on sites to during facility tours in order to answer any questions the CAPRA visitors may have.

Commissioner Torimoto asked how often reports must be submitted to retain or renew CAPRA accreditation in the future. Morris said renewals are annual and Novi PRCS must re-apply after five years.

Commissioner Pratt asked if CAPRA accreditation qualified Novi PRCS for the NRPA Gold Medal Award. Director Muck said it help gathers a lot of the information for the Gold Medal Award, but that Management Assistant Chris Jackett is currently already working on the Gold Medal application.

Commissioner Staab asked about the Gold Medal Award ceremony. Director Muck said October in St. Louis.

STAFF REPORTS

A. Administration Division – Director Jeff Muck

1. Staffing update

Director Muck thanked Recreation Supervisor Morris for keeping CAPRA accreditation on track.

Director Muck said Management Assistant Chris Jackett has been great in working with CAPRA accreditation, creating the Lakeshore Park shelter presentation and working on the NRPA Gold Medal application during the past month.

Director Muck said Jessica Mistak starts next week as the new Recreation Supervisor of Transportation and Facilities. He said her experiences in Wayne County will be beneficial.

Director Muck said Matt Turco also started earlier this month as the new Parks and Municipal Property Superintendent and is expected to do well as a former parks and municipal grounds laborer for the city.

B. Recreation Division – Deputy Director Tracie Ringle

1. Programs & Services

Deputy Director Ringle said camp registration will be available online the first week of March and Engage! will be out in mid-April. She said camp is expanding from ages 6-12 to now be 6-13. Ringle also mentioned plans for the Counselor in Training program for grades 10-12.

Ringle said the new Ultimate Summer Kickoff will be 11 a.m.-3 p.m. June 16 at Novi Middle School, and will include food, games and inflatables.

Ringle said the idea for soccer bonuses will also spread to lifeguards, booth attendants and camp staff as an incentive to retain them through the end of summer when many leave early for college. After a certain date, a \$2 per hour bonus will be implemented, which could result in up to \$150 more per staffer.

C. Older Adults – Older Adult Services Manager Karen Kapchonick

1. Programs & Services

Manager Kapchonick said the Valentine's Day luncheon went well earlier in the day, with more than 115 people attending.

Summer golf registration is ongoing and people interested in participating in the May 30 Memorial Day parade and festivities should contact the Older Adult Services office.

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Commissioner Jewell thanked staff for the presentations and wished them good luck with the CAPRA visit.

Commissioner Torimoto said the Daddy Daughter Dance was great and he liked the layout change.

Deputy Director Ringle said the Friday and Saturday night dances sold out, while the new Saturday afternoon option had a few spaces available.

Commissioner Torimoto said he was looking forward to coaching and the soccer document was the best he's seen in eight years as a coach.

Commissioner Pratt said the other commissioners said it all. He had fun at the Daddy Daughter Dance.

Commissioner Dooley said Director Muck has a great staff. He said he's looking forward to spring soccer. Dooley said the presentations, Jackett, Ringle and Kapchonick are all great. Dooley said the Novi Ambassadors program is gauging interest levels and he would recommend people get involved with the Parks Foundation.

Commissioner Staab said it looked like a busy February. He pointed out MRPA conference in Traverse City next week, Feb. 20 free hockey day at Novi Ice Arena, Feb. 27 Mother Son Bowling at Novi Bowl, Feb. 29 CAPRA visitor arrival, March 5 Novi Youth Assistance Bowl-A-Thon at Novi Bowl, March 6 Novi Concert Band and Novi Choralaires' first-ever joint concert at the Civic Center Theatre, March 17 Leaping Leprechauns Luncheon and the March 20 Eggstravaganza.

Staab thanked Recreation Supervisor Morris for his work on CAPRA accreditation and wished good luck with both the CAPRA visitors and planning for the new shelter at Lakeshore Park. Staab said the Parks Foundation needs members and the Foundation is looking to team with other groups in the city.

ADJOURNMENT

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

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Staab at 8:04 p.m.

DATE APPROVED: _____

Charles Staab, Chairperson

Doug Bauss, Vice Chairperson