

PARKS, RECREATION & CULTURAL SERVICES COMMISSION

Thursday, April 21, 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 (Absent), Pratt (Ex-Absent), Torimoto (Present), Wingfield (Ex-Absent), Student Representative Thakore (Present), Student Representative Wei (Present).

APPROVAL OF AGENDA:

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

Voice Vote **Unanimous**

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the March 10, 2016 minutes.

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

Voice Vote **Unanimous**

COMMITTEE REPORTS:

A. Walkable Novi – Commissioners Wingfield and Bauss

Commissioner Bauss said no new business, so April meeting canceled.

Commissioner Staab asked about responsibility of maintaining neighborhood sidewalks between residents, DPS and Walkable Novi.

B. Novi Parks Foundation - Commissioners Torimoto and Jewell

Commissioner Torimoto said the group met last night regarding updating marketing and website features. Talked about the Barr property, Pour on the Shore July 22, sponsorship, new content and smaller items. Really impressed with David Landry stepping in and recreating/updating

Director Muck said Pour on the Shore tickets go on sale May 9. Some commissioners had dialogue with Novi Jaguars about soccer facility improvements at ITC Community Sports Park.

Commissioner Bauss asked whether funds were still available in the soccer improvements fund.

C. Grants Committee – Commissioners Pratt and Dooley

Commissioner Dooley said tonight's meeting had to be canceled. Next meeting is May 19 before the next commission meeting. Good to know two grants were submitted for 1) Nine Mile/Garfield ITC Trailhead project and for 2) ITC trail portion connecting ITC Community Sports Park.

Commissioner Staab asked about support letters for trail connecting grant.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION

- A. Presentation on Spring Projects by Parks & Municipal Property Superintendent Matt Turco
 Director Muck introduced Supr. Turco.
 Supr. Turco said he initially started off with City of Novi 14 years ago. Current position allows for a lot of resident interaction. Also has worked with grounds maintenance team for a while already. Utilizing both connections to move forward on projects such as Tim Pope Playground shade structure. Working on cleaning up parks and fields for games, looking for ways to improve parks and have more effective maintenance.
 Director Muck said Turco has done well transitioning from team member to team leader and dog park entrance renovations went well.
 Commissioner Bauss asked what the top thing Turco hears from residents.
 Commissioner Staab asked about timeline for ITC soccer field leveling and Lakeshore structure updates.
- B. Discussion on Commissioner Park Evaluations
 Director Muck opened up dialogue via Commissioner Staab's suggestion.
 Commissioner Staab said you get what you put in and he envisions one-page check-off list, but welcomes additional suggestions.
 Commissioner Bauss said it would be beneficial to look at the parks with a different set of eyes. Process doesn't need to be extensive.
 Commissioner Dooley said a strategic checklist would be beneficial. Park usage, types of people there, weeding and grass cutting schedule, etc.
 Commissioner Torimoto said he used to do sketches to go with checklist. Likes the process, but said they didn't receive much feedback from former regime years ago. Had clipboard and families would approach him with comments.
 Student Rep. Thakore said she thinks it's a good idea. She's on Novi Advisory Board and they do similar things with Community Education classes.
 Student Rep. Wei asked how long the old checklist was. Asked who checklist was for. Thinks list should be shorter and general, but with a larger comments section.
 Director Muck asked thoughts on frequency.
 Commissioner Dooley said rotated between one park per month, but said maybe once per quarter and rotate.
 Student Rep. Wei said not too frequently, maybe do it quarterly.
 Commissioner Staab said we used to do it March-Oct, but we have different ones in Dec. Would encourage annual depending on the parks.
 Director Muck said staff will create draft of process by May meeting to launch in June.

STAFF REPORTS

- A. Administration Division – Director Jeff Muck
 1. Update on Spring 2016 Projects
 Director Muck said Meadowbrook Commons is having a four-station exercise park installed next week. Café area was remodeled. Will be installing dugout covers over Power Park benches next month. Pavilion Shore restroom breaking ground soon and expected to be done before Pour on the Shore. New park shelter at Lakeshore Park to take place of tent and be completed in July. Pathways at Power Park and ITC Community Sports Park will get updates. ITC Regional Trail breaking ground on

another segment of that from north end of ITC park to Nine Mile. Shovel in the ground soon after pre-construction meeting tomorrow. Ice Arena is painting and updating restrooms, updating LED lightning, updating front desk, adding destratification fans in lobby, installing new drop-down gate in pro shop. Two-tier double gable design for Lakeshore Shelter 3.

2. 2016-17 City Budget/CIP Projects

City Council approved 2016-17 budget Monday, April 18. Included funding for Pavilion Shore, Lakeshore and Power Park pathways. Planning a major redesign of Lakeshore Park, including new camp building, parking and entrance driveway location. Turn Lakeshore into a polling location north of I-96. Getting feedback from library and other departments. Ice Arena will be replacing evaporative cooling tower. Meadowbrook Commons will have complete reconstruction of parking lot. Also replacing refrigerators and hot water tanks in 55 ranch apartments there. ITC Corridor completing Beck to MediLodge site. Completing Eight Mile Pathway from Garfield to Napier.

3. City Capital Projects Millage

City estimates we have 10 years worth \$100 million of potential CIP projects needed. Not just parks related. You can only tackle a certain amount of projects with general fund every year, so Council voted unanimously to place 10-year millage on August ballot for specific capital projects such as fire trucks, park acquisition, park enhancements. Will be up to 1-mil for 10 years starting 2017 tax year, starting with \$3.2 million in first year, about \$30 million-\$32 million over 10 years. Some projects such as Tim Pope replacement and soccer field replacement could be part of that, if approved by voters.

B. Recreation Division – Deputy Director Tracie Ringle

1. Program & Services

Deputy Director Ringle camps are matching last year's numbers, spring soccer is up 11 percent to 749 kids. Does not include Tiny Tikes that began last year and is up 27 percent to 66 kids, expecting more by Tuesday extended deadline. MParks/MRPA honored Novi Youth Baseball League earlier this week with a community service award. Motor City Mountain Biking Association was a past recipient.

We have a 90 percent increase in week-to-week registration for Camp Lakeshore and 836 percent increase for Camp Power Play (30 to 281 kids) in second year, 35 percent increase in LEGO Camp, 66 percent increase in Travel Camp and 25 percent increase in Great Campout so far. Mommy & Me Tea new event this weekend with 65 registered. Summer staff nearly set; need 1-2 camp counselors, 4-5 lifeguards and 3-4 booth attendants.

Cultural Arts division has Colored Pencil Society art on display in Atrium through April 29, Novi High School Select Art Show juried May 5-June 3. Novi Concert Band 2 p.m. May 1 show at Civic Center, as well as May 19 and July 14 at Novi Public Library. Novi Choralaires have a May 7 performance.

Commissioner Torimoto asked if there could be more automatic reminders for past players to re-register for new league seasons.

C. Older Adults – Older Adult Services Manager Karen Kapchonick

1. Program & Services

AARP tax program ended last week with 365 individuals served (up 52 from 2015). Had 7-10 volunteers helping out. Novi Today arrived in mail and included Enhance magazine highlighting OAS programs. Travel Fair 1 p.m. Thursday at Civic Center. 55+ Golf begins first week in May with a lot of new faces. Many special events made possible by sponsors for lunches. Thanked Maple Manor Rehab Center (May), Waltonwood at Twelve Oaks (June), Whitehall Healthcare Center (July), Bright Star (golf league, 85th birthday, Thanksgiving), Enrich Life Homecare Services (March, April). Fitness equipment going out at Meadowbrook Commons next week. Named Community Room as Meadowbrook Café via naming contest. Added awning to café. May 4 town hall meeting 1 p.m. for all Meadowbrook residents. Commissioner Bauss asked if exercise equipment was only for Meadowbrook residents.

2. Memorial Day 5/30

Monday, May 30, parade and service/luncheon at Civic Center. Info on city website. Army veteran Joseph Shaeffer speaker of the day via Michigan Paralyzed Veterans. Several veteran groups have already signed on as sponsors.

3. OAS Strategic Plan Update

Three community conversations so far. About 48 attendees at Meadowbrook conversation earlier today. Last one at Fox Run tomorrow. Lots of good thoughts so far. Then will send out survey via email & Web around May 14.

Commissioner Torimoto asked about the next step.

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Student Rep Wei said she likes hearing about all these projects and programs.

Encourages everyone to continue getting involved. Pavilion Park maintenance was done very nicely.

Student Rep Thakore asked if LED lightning was becoming a priority. Said it sounds like residents are really appreciating things.

Commissioner Torimoto said long-range OAS plans are good. Growth in summer camps is great. Said CIP projects may not be enough to keep up with growth. Very exciting time.

Commissioner Bauss said he looks forward to being engaged in the busy season activities.

Commissioner Staab said thanks for all the hard work. Asked about CIP millage date and mentioned Chorlaire's concert. Said there's a lot of good stuff going on as far as improvements. May 9 tickets go on sale for Pour on the Shore.

Commissioner Dooley said a lot of activity as OAS planning goes on. Said Saturday is Earth Day. Arbor Day is April 30 at Lakeshore, Shredding Day every first Saturday, May 21 River Day at Rotary Park and June 4 Novi cemetery clean-up day. Mentioned Water Wars at Novi High School and stopping them. Someone was trying to avoid getting squirted with water and ran in front of a bus; luckily bus driver was able to stop.

ADJOURNMENT

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

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Staab at 8:07 p.m.

DATE APPROVED: _____

Charles Staab, Chairperson

Doug Bauss, Vice Chairperson