

PARKS, RECREATION & CULTURAL SERVICES

Thursday, July 19, 2012 – 7:00 PM

NOVI CIVIC CENTER – COUNCIL CHAMBERS

The meeting was called to order at 7:03 pm with Commissioner Wingfield presiding.

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

APPROVAL OF AGENDA:

Commissioner Staab asked under Item 8, Matters for Commission Discussion or Action, the addition of election of the Chair and Vice Chair for the Commission is made.

It was moved by Commissioner Tecklenburg and seconded by Commissioner Staab to add the election under Item 8 on the agenda.

Voice Vote

Unanimous

CITIZEN COMMENTS: None

APPROVAL OF MINUTES:

A. Approval of the June 21, 2012 minutes.

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

Voice Vote

Unanimous

COMMITTEE REPORTS:

- A. Walkable Novi - Commissioners Policicchio & Torimoto
Commissioner Wingfield stated neither Commissioner on the Committee is in attendance.
Director Mangum stated there was not a quorum for the Walkable Novi Committee for the meeting that would have been this evening. The meeting will be rescheduled and there should be a report at the next Commission Meeting.
- B. Novi Parks Foundation - Commissioners Staab and Tecklenburg
Commissioner Tecklenburg stated at the most recent meeting the focus was the August 2nd Golf Outing. He encouraged everyone to participate. The Golf Outing is at the Links of Novi. The cost is \$400 a foursome.
Erika Pratt is now the Executive Director of the Novi Parks Foundation. She attended the meeting and has since then been very active in getting involved with the Golf Outing.

Commissioner Staab stated the Golf Outing is the Parks Foundation's biggest fundraiser of the year. Donations and Sponsorships are a little lagging but golfers are needed. He encouraged golfers to participate because the proceeds supply funds for scholarships and other things for the Parks Department.

STAFF REPORTS:

A. Administration Division-Director Jason Mangum

1. Update Projects

Director Mangum stated we are now in the first month of our fiscal year for 2012-2013. He would like to give an update on some of the capital project or service improvements that have been approved for the coming year. Some of them are just starting or haven't started yet but he wants to keep the Commission updated on a monthly basis.

a. Cemetery

Director Mangum stated after the Novi Road construction it was noticed that there were some needs at the Novi Cemetery. We will be doing a fencing project. It will be a black wrought iron looking fence along the frontage that faces Novi Road. We will also be restoring some of the historic stones. There is at least one Revolutionary War veteran buried in the Cemetery as well as veterans of the War of 1812. We will also be doing some general clean up. There are several stones and markers that are broken, have fallen over or have been moved. We will be doing general repair and maintenance on these as well as taking care of the vegetation. We are in the process of receiving a quote for the fencing project.

b. Fencing – ITC Sports Park

Director Mangum stated ITC Community Sports Park also has some fencing issues. We will be adding bottom rails to some of the fencing. There is heaving going on with some of the posts so the concrete footing for the fences are coming out of the ground. Adding bottom and center rails will help take care of some of the misshaping of the fence fabric. We will be taking out some of the fencing between the infield and outfield fences or anything that are not adjacent to a pathway or walkway. This will save money on the fencing that needs repair as well as making maintenance easier and more efficient for mowing. This is a common practice for many cities and Parks and Recreations which is more efficient while maintaining the safety of the facility.

c. Playgrounds

Director Mangum stated there are two playgrounds that will be replaced. The one at Rotary Park will be replaced with something that is newer and meets standard. The back playground at Lakeshore Park will also be replaced. These are two of our oldest playgrounds and we will be replacing them with new equipment. It will give the children a clean, safe place to play.

Director Mangum stated Pavilion Shore Park is not on the agenda but it is a project that is ongoing. It is getting ready to go out to bid. We have

received permission from the Michigan DNR to advertise for bids. We are in the final stages of our permitting process.

Commissioner Tecklenburg asked if we take responsibility for the regular maintenance of the Novi Cemetery.

Director Mangum stated we do take responsibility for the regular maintenance on that cemetery. We mow but don't do anything extensive. We do have a contractor that does that. We don't have a big budget but enough to keep it cut and clean. This year we will do some renovation.

Commissioner Wingfield stated it is an interesting concept on getting rid of some of the fencing and he can see why it would be done. There are eight baseball fields at the park. He asked how many fields would be having the fencing changes.

Director Mangum stated we have ten foot fencing that goes from the backstop to the edge of the infield. That will stay because it is safety fencing. Past the ten foot fencing and to the corner of the outfield is where the fence will be removed. Field number eight we will probably keep fencing all the way around it because it stands alone. The two fields with the grass infields will be left alone. The fencing will be removed on the remaining fields. Fence will be taken anywhere it does not pose a safety hazard.

Commissioner Wingfield stated he is involved with Novi Youth Baseball League and asked if some of the projects that had not been done this year that had been talked about would be done in September and October.

Director Mangum stated after Novi Youth Baseball is finished for the season we plan to start so we can get as many projects done as possible.

2. Novi Parks Foundation Golf Outing

Director Mangum encouraged players and sponsors for the Novi Parks Foundation Golf Outing on August 2nd.

3. Older Adult Office Relocation

Director Mangum stated over the next few weeks we will be moving our Older Adult Services, which is part of Parks and Recreation, to the Civic Center. Their offices are currently at the Senior Center in Meadowbrook Commons. We feel with the aging population and the opportunities we need to be able to provide that moving them to the Novi Civic Center will make us more available and visible. We will still continue to operate the Senior Center and have staff there for that population. The Administration for Senior Services and the recreation programmers will be located in this building. They will be taking the office area where Youth Assistance was located.

B. Recreation Division – Superintendent of Recreation Scott Pratt

1. Recreation Coordinator for Cultural Arts

Director Mangum stated the Recreation Coordinator for Cultural Arts has been filled by Stephanie Schuetzler. She was our programmer so this is a promotion for her. Her background is visual arts and elementary

education. She has a unique set of skills which will help us with arts classes, programs and camps.

2. Cricket Cup

Director Mangum stated the Novi Cricket Cup was held last weekend at Ella Mae Power Park as well as ITC Community Sports Park. This is the second year for the Novi Cricket Cup. It is a fast growing and unique sport to this area. We host a tournament that is well received by the cricket players in the area. Because we do not have an extensive knowledge of the sport of Cricket we work with a volunteer committee to help put on the tournament. It was a great success and we got a lot of good feedback from the participants, their families and the spectators. We are looking for ways to enhance it and make it a long standing tradition.

3. Sizzling Summer Arts Series

Director Mangum mentioned the banner and fliers in the community advertising the events in this series. We have Tremendous Tuesdays which is kid's entertainment almost every Tuesday at 10:30am. These have been very well received and attended. They are held at Forest Park in the amphitheater. The next one will be Little Creatures with Dan the Creature Man. He will be bringing out live animals. Friday Family Fun just started last week. Every Friday there will be something fun for the family. There will either be a live band or a movie in the park. We had the Candy Band last week and had over two hundred people. This Friday is the movie "Gnomeo and Juliet" on the big screen in the park.

Commissioner Tecklenburg asked about the Cricket Cup.

Director Mangum stated we had sixteen teams that participated, which filled the tournament. The teams were regional. We had teams from Detroit, Ann Arbor, Lansing and from around Oakland County. Ours is modified Cricket so you can play it on a softball field. This works well until we can create a cricket ground.

Commissioner Tecklenburg asked if we received any feedback from the participants or the committee who helped with the tournament.

Director Mangum stated there are ups and downs in any tournament but the general consensus was that it was well run and everyone had a good time.

Commissioner Wingfield asked about the upcoming Softball Tournament.

Director Mangum stated the Tournament is the first week of August. We have again been selected for an ASA National Tournament. We host this tournament within our department. This year we have U14 Girls. It is fast pitch and high level competition. This is the third year we have received an ASA Award of Excellence for our two previous years. We are the only city in Michigan to have received this award two years in a row. That award is based on feedback of the participants, coaches and organizations. We are very proud of that. Our facilities are always top notch when it comes time for this tournament.

Commissioner Wingfield asked how many teams are participating and if the fields will accommodate them.

Director Mangum replied there are enough fields. We use all six fields.

Commissioner Wingfield asked about the status of the Sports Coordinators job.

Director Mangum stated that Sports Supervisor, Matt Ostermeyer, has tendered his resignation. His career goals have been to be a Professor of Parks and Recreation and he has been accepted to the University of Indiana PhD Program for Leisure Behavior and the Social Psychology of Leisure. It is one of the top programs in the country for that. We conducted a search and advertised on the National Parks and Recreation website and we have nearly one hundred applications for that position and are in the process of going through the hiring process. We have conducted a round of interviews and are very pleased with the quality and caliber of people who want to come to Novi to work.

Commissioner Tecklenburg asked if there is a timeframe for hiring.

Director Mangum stated the sooner the better. Matt Ostermeyer is the National Tournament Director for the tournament coming up in August. The ultimate goal is to have someone in place before that tournament but we also realize people have families and other jobs so we will be flexible.

MATTERS FOR COMMISSION DISCUSSION AND/OR ACTION:

- A. Election of Chair and Vice Chair for the Novi Parks, Recreation and Cultural Services Commission

Commissioner Wingfield asked if there were any nominations for Chairperson. He nominated Paul Policcichio for Chairperson.

Commissioner Tecklenburg seconded the nomination.

Director Mangum asked if there were any other nominations. There were none.

Voice Vote

Unanimous

Commissioner Wingfield asked if there were any nominations for Vice Chairperson.

Commissioner Staab nominated Harry Torimoto for Vice Chairperson.

Commissioner Tecklenburg seconded the nomination.

Commissioner Wingfield asked if there were any other nominations. There were none.

Voice Vote

Unanimous

CITIZEN COMMENTS: None

COMMISSIONER COMMENTS:

Commissioner Staab state in regards to the relocation of the Older Adult Offices he knows that we must have done all kinds of advertising and notifications. He just wants to make sure everyone is well aware of the move.

Director Mangum stated we have done pre-planning on this since January. Senior Transportation made the move to the Civic Center last month. You may have noticed all to the Senior Transportation vehicles outside. It has been working well and everyone is pleased. People will still be able to go to the Senior Center to get their questions answered, to register for programs and to participate in programs.

Commissioner Staab welcomed Commissioner Ferrell.
Commissioner Tecklenburg welcomed Commissioner Ferrell and stated he is looking forward to working with her.
Student Representative Kodali stated he missed the age limit for the Golf Outing or the Cricket Cup to either volunteer or participate.
Director Mangum stated there is no age limit. Just let us know. He knows that Suhas is a great volunteer. He has volunteered for some of our other events.
Student Representative Kodali also welcomed Commissioner Ferrell.
Commissioner Ferrell stated that she is excited and happy to be aboard.
Commissioner Wingfield welcomed Commissioner Ferrell. He stated it was a very good meeting and that it has been a very active July. There were activities cancelled due to the excessive heat, which he thinks was wise.

ADJOURNMENT

A motion was made to adjourn by Commissioner Staab and seconded by Commissioner Ferrell.

Voice Vote

Unanimous

The meeting was adjourned by Commissioner Wingfield at 7:37pm.

DATE APPROVED: _____

Paul Policicchio, Chairperson

Harry Torimoto, Vice Chairperson