

**CITY OF WIXOM
49015 PONTIAC TRAIL
PARKS AND RECREATION COMMISSION MEETING
MONDAY, JANUARY 8, 2018**

ROLL CALL:

The Parks and Recreation Commission meeting was called to order at 6:02 p.m. with the following individuals in attendance:

COMMISSION: John O'Brien (Chairman), Maryann Chupa, Tom Menzies, Tom Marcucci, Jason Martinez, Mark White and Lisa Ferrari (6:05 p.m.)
ABSENT: Mary Walsh (Excused) and Mary Crause
OTHERS: Deanna Magee (Community Services Director), Kathy Venegas (Parks & Recreation Supervisor) and Nancy Fisher (Recording Secretary)

Determination of a Quorum:

A quorum of the Parks and Recreation Commission was present for this meeting.

Agenda:

No additions or changes were made to the agenda.

Approval of the October 9, 2017 Parks and Recreation Commission Meeting Minutes:

MOTION and seconded by Commissioners Menzies and White to approve the October 9, 2017 Parks and Recreation Commission Meeting Minutes.

VOTE:

MOTION CARRIED

Correspondence:

There was no correspondence to be reviewed.

Call to the Public:

There were no comments made by the public.

Unfinished Business:

There was no unfinished business listed on the agenda for this meeting.

New Business:

1. OTC Playground Enhancement Fund

Ms. Magee noted that she sent an email to Mr. Dungan, from OTC, who in conjunction with his marketing students, has raised approximately \$80,000 for a playground in Wixom. Damages from vandalism occurred to the Gilbert Willis playground this summer including to the slide. Due to the age of the equipment, it is not replaceable. The slide and the rainbow climb bar were removed in the interest of public safety. She asked Mr. Dungan in her email whether he would consider moving his funding to Gilbert Willis Park. He asked about the details for tonight's meeting and that information was provided to him but she has not heard back from him. Ms. Venegas did some research and determined the parts are unavailable. Ms. Venegas noted that the Department of Public Works (DPW) secured the structure to ensure its safety and that it currently

consists of two small climbing cases. Ms. Ferrari asked whether Mr. Dungan is focusing on the \$100,000 before he makes a choice to move the monies. Ms. Magee noted that Mr. Dungan has not replied to her email; however, she will take this matter to the City Council during the budget sessions in March. Even if City Council includes this in the budget, the work would not commence until July 1, 2018.

2. Review of Events

▪ **Tree lighting**

Commissioner Martinez said that he attended the Tree Lighting and thought it was a good event. Commissioner Menzies noted that he spoke with several vendors and they were all pleased with their sales.

▪ **Holiday Markt**

Ms. Magee distributed copies of the expense report for the Holiday Markt to the Commissioners. She asked for feedback from the Commissioners. Should they continue this event, let it grow, etc.? Did the Commissioners receive any comments from their neighbors? She noted that Ms. Venegas and Commissioner Menzies worked hard on it. Commissioner Menzies asked whether it was mostly City residents that attended. Ms. Venegas said that her impression is that it was mostly City residents. However, the Saturday afternoon band has a following which likely drew people from outside Wixom. Also, people who come for the dance performances can be from surrounding communities. Ms. Magee noted that Fire & Ice was a new event for the Markt this year although it was 40 degrees that day. Unfortunately, the ice carver was ill although the person she books entertainment through managed to get a replacement. Ms. Venegas noted that the football players who were supervised by her husband assisted staff with the cleanup and the entire event was clean by 11:15 p.m.; the event ended at 10:00 p.m. She is very happy with their efforts. Ms. Magee noted that Ms. Venegas worked very hard to secure unique vendors.

Commissioner Ferrari asked how many people attended the Markt. Ms. Magee estimates 2,500 people over the course of the two days. People did not necessarily buy things from the vendors on Friday but came back on Saturday and spent money then. Commissioner Marcucci asked about the cost for the band. Ms. Magee said it was \$1,000 and they were very involved with the audience. Chairman O'Brien asked about the event cost for the Markt this year. Ms. Magee noted that the Markt is never a revenue producer; however, it cost more this year since there were additional events like Fire & Ice. The biggest expense for the Holiday Markt is the infrastructure. Commissioner Menzies said that it would be nice to know whether Fire & Ice drew more attendees. Ms. Magee said that it is a hard event to run since you are fighting the elements; i.e., the weather and also vying for people's attention during the busy holiday period. Ms. Magee explained the Parks and Recreation budget process. She prepares the budget for City Council and then the Parks & Recreation Commission can make recommendations about continuing, decreasing, or changing events and those recommendations are passed onto Council.

Commissioner Menzies asked whether the Holiday Markt event cost includes staff hours and whether those monies could be put toward other things. Ms. Magee noted that the Parks & Recreation Commission can recommend that monies be moved toward other events. Commissioner Menzies recalls that the Holiday Markt was initially conceived as

something to do during the winter like a Winterfest. This was the Markt's fifth year. Ms. Magee thinks this year's Markt was the best so far. Commissioner Ferrari thinks it is a lot of money. Ms. Magee noted that she broke the report down into event costs for the event days and also to include planning for the event. She noted that Ms. Venegas works on the Markt almost exclusively for three months.

Commissioner Martinez asked how much the Panther Hunt costs. Ms. Magee said about \$8,000 versus \$30,000 for the Holiday Markt. City Council is aware of the costs for the events and they do not expect events to break even financially. The events are viewed as adding value to the community. The events do not make money. Is there another event that the Commissioners would like to put in the Markt's place? They could put another \$5,000 toward the fireworks if they like or other events can be expanded such as the concert series, which is well received. Is the Markt an event that should be kept? Commissioner Martinez thinks it should be kept since it has become an annual tradition. Commissioner Menzies suggested keeping the Markt unless there is an alternative since there are no other events until spring. Ms. Venegas noted that there is a wine tasting, Skate Night, and Daddy Daughter Dance. Commissioner Ferrari and Ms. Magee noted that it is the time of year that is the hardest challenge of the Holiday Markt. Chairman O'Brien suggested doing a winter carnival instead in January or February. He asked whether the City will continue funding the Markt' and at what level.

Commissioner White noted that he has attended the Markt for the last 4 years and this year's was the best attended. He thinks the band had a lot to do that that. He was there around 1:30 p.m. Ms. Magee said if the Commissioners elect not to do the Markt, they could do a small vendors' booth at the Tree lighting as an option. Ms. Venegas said that as an event, most people like the Markt and more people attend each year. Generally, there is a positive feeling about it. None of the Commissioners except Commissioners Menzies and White attended the Markt. Chairman O'Brien asked whether the residents are learning about these events. He would not like to see the event go away since they have spent the last 5 years developing it. Commissioner Ferrari suggested moving it to after Christmas. Commissioner Menzies said that he did not feel that would work. Ms. Venegas noted that the vendors may not have anything to sell after the holidays. Ms. Magee said that she will take all the Commissioners' comments to City Council. She will list it as an event for next year and Council will make the ultimate decision and staff will also look at options for other events if it is replaced or discontinued.

Ms. Magee noted that she shared the Park & Recreation Commissioners' suggestions relative to the DDA events of the Block Party and Derby Day from the last meeting. However, the DDA was not receptive to the ideas of combining with other events and moving to other locations. They would like to keep everything downtown and will continue to run these 2 events..

3. Approval of Parks & Recreation Master Plan Update (2018-2023)

Ms. Magee noted that she incorporated the changes suggested by the Commissioners at the last Parks & Recreation meeting into the Parks & Recreation Master Plan, especially the park plans for the individual parks and the splash park. The Planners also updated the SEMCOG statistics. She is seeking the Commissioners' tentative approval of the revised Master Plan. There will be a

public hearing and it should be officially approved and filed on April 1, 2018. It will enable the City to be eligible for grant monies.

MOTION and second by Commissioners Menzies and White to approved the Parks & Recreation Master Plan Update (2018-2023).

VOTE:

MOTION CARRIED

INFORMATION:

1. Michigan Airline Update

- **Friends of the Trailway**
- **Design & Engineering for Development of the Trail Ongoing**
- **Grant Application Submitted to MDOT**

Ms. Magee noted that there is a Trailway Friends group which meets the first Tuesday of the month at 7 p.m. in Commerce Library. The Trailway Council meetings are held in Wixom on the second Wednesday of the month. The MDOT TAP grant application has been filed. It was due on October 30, 2017 and was for \$3.4 million. It is being favorably considered and they should hear something within the next month. Mike Levine donated \$200,000 for Trailway design and engineering to be undertaken by Stantek, to pave the trail for all three communities. This trail is a major connector trail for the State of Michigan. Commissioner Chupa asked whether there are monies earmarked for Trailway maintenance. Ms. Magee said there are and that each community will be responsible for its portion of the Trailway (about \$10,000-\$15,000 annually). The Trailway Council has discussed the option of one community maintaining it with the other two communities reimbursing them for their portion of the expense for the maintenance..

2. Community Center Update

Ms. Magee noted that the demolition has been completed and painting will begin next week. The renovation is scheduled to be completed by March 1, 2018. The Community Center has not been remodeled since it was built in 1992. However, last year, we updated the commercial kitchen and replaced the commercial appliances.

COMMISSION COMMENTS:

Commissioner Marcucci asked why the fireworks are scheduled for June 28th. Ms. Magee said that the Parks & Recreation Commission voted as a whole to do this 6 years ago since there were complaints which involved all day drinking at the park and issues with out-of-town revelers and parking. Staffing costs and ingress/egress were also a consideration. It was then established to be the Thursday prior to the 4th of July.

STAFF COMMENTS:

Ms. Magee noted that the Daddy/Daughter Dance and the Wine Tasting events have been moved back to March and April due to the renovation at the Community Center.

ADJOURNMENT:

This meeting of the Parks and Recreation Commission was motioned and adjourned at 6:37 p.m.

Nancy Fisher
Recording Secretary