

**CITY OF WIXOM
49015 PONTIAC TRAIL
PARKS AND RECREATION COMMISSION MEETING
MONDAY, JANUARY 14, 2019**

ROLL CALL:

The Parks and Recreation Commission meeting was called to order at 6:01 p.m. with the following individuals in attendance:

COMMISSION: John O'Brien (Chairman), Maryann Chupa, Lisa Ferrari, Tom Marcucci and Jason Martinez
ABSENT: Mary Crause (Excused), Tom Menzies (Excused), Mary Walsh and Deanna Magee (Community Services Director) [Excused]
OTHERS: Kathy Venegas (Recreation Coordinator), Donna Hogaboom (Milford High School), Nicholas Taubert (Milford High School) 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 8, 2018 Parks and Recreation Commission Meeting Minutes:

MOTION and seconded by Commissioners Ferrari and Chupa to approve the October 8, 2018 Parks and Recreation Commission Meeting Minutes.

VOTE:

MOTION CARRIED

Correspondence:

January 14, 2019 email from Marc Pascoe of Stantec regarding the Michigan Airline Trail - Ms. Venegas noted that the Trailway paving bid for construction is out. Bids are due February 1, 2019. Commissioner Marcucci asked whether it will be paved in asphalt or concrete. Ms. Venegas said she thinks it will be asphalt. She noted that Ms. Magee said that there still may be an issue regarding Walled Lake's participation in the paving of the Trailway.

Call to the Public:

There were no comments made by the public.

Tabled Motions:

There were no tabled motions.

Unfinished Business:

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

New Business:

- 1. OTC Playground Enhancement Fund**
 - A. \$10,000 Donation From OTC**
 - B. Design & Timeline**

Ms. Venegas noted that the City has now received the \$10,000 check from Mr. Dungan at Oakland Technical Center (OTC), a copy of which is contained in the Commissioners’ meeting packet. These are monies that OTC has raised through golf outings via the students. This latest donation brings the total donations to \$87,564. Thus the playground budget is now \$112,564 with the City’s \$25,000 Contribution. Just today Ms. Venegas received two design drawings for the playground and she and Ms. Magee will be meeting with the Playground Subcommittee on a date which has not yet been determined. However, Ms. Magee will return tomorrow and they will try to schedule something with Kim Alexander of Miracle Midwest next week. This project will be completed at Gilbert Willis Park and will involve a community build, ideally this autumn. Chairman O’Brien noted that there should not be too much site preparation. Ms. Venegas said that there were some discussions about potentially excavating the hill. The existing playground structure will be demolished.

- 2. Approval of 2019 City Calendar of Events**

Ms. Venegas noted that the 2019 calendar is included in tonight’s meeting packet and that it is similar to those of the last couple years. The only major change this year is the Tree Lighting Festival (on December 6, 2019) which will replace the previously held Holiday Market.

MOTION and second by Commissioners Ferrari and Marcucci to approve the proposed 2019 City Calendar of Events as published.

VOTE:

MOTION CARRIED

- 3. Approval of 2019 Liquor License application for the following dates:**
 - A. Wine Tasting – February 15, 2019**
 - B. Lite the Night – June 27, 2019**
 - C. Hot Blues & BBQ – July 18, 2019**
 - D. Tree Lighting Festival – December 6, 2019**

Ms. Venegas noted that the Commissioners need to approve the liquor license application for the above-listed events so that it can go before and be approved by City Council.

MOTION and second by Commissioners Chupa and Marcucci to recommend that City Council approve the 2019 Liquor License application for the following City events: Wine Tasting (February 15, 2019), Lite the Night (June 27, 2019), Hot Blues & BBQ (July 18, 2019) and Tree Lighting Festival (December 6, 2019).

VOTE:

MOTION CARRIED

- 4. Review of Events**
 - A. Fall Fest 2018**
 - B. Tree Lighting**

Ms. Venegas noted that both Fall Fest and the Tree Lighting were successful. They anticipated 350 attendees for Fall Fest and had 330. Although the weather was a bit chilly, the event was great. The

residents seem to really enjoy this event and come out for it. In fact, this year she noticed a new group of younger families, likely from new housing.

Ms. Venegas noted that the Tree Lighting was a new event this year and was reconceived in August of 2018 so the staff had only a few months in which to prepare. Chairman O'Brien and Commissioner Marcucci commended her and said it was a good event. Ms. Venegas said she received lots of positive feedback from the residents and City Council regarding the Tree Lighting. The residents seemed to like the format. The only changes that will be made to that event in 2019 are to open up the library for more kids' crafts. In 2018, the lounge area was used by Walled Lake Western's band and for face painting. However, it was difficult to monitor that area and keep the band members and face painters separated. So this year they will have an additional heated tent for the high school band. The event will be expanded to the library who was very receptive to participating and who wants to do crafts. Commissioner Ferrari noted that she usually volunteers with the snacks and it is always packed. She thinks it is a good idea to keep the band and the face painting separate.

5. Upcoming Events

A. Skate Night – January 17, 2019

Ms. Venegas noted this event will go forward due to the accommodating weather. There is currently water in the City pond and the Department of Public Works (DPW) will give it a fresh coat of ice just prior to the 17th. It will run from 6:00-7:30 p.m.

B. Daddy Daughter Dance – February 7, 2019

Ms. Venegas noted that the Daddy Daughter Dance is always a big hit. It will be held in the Ballroom and will sell out.

C. Wine Tasting – February 15, 2019

Ms. Venegas said that the wine tasting will also sell out and can accommodate up to 120 attendees. She asked the Commissioners whether they would be interested in volunteering. Chairman O'Brien said that he, his sister and brother-in-law will volunteer. Commissioner Ferrari said that she believes she will be able to volunteer. She will also check with her daughters. Ms. Venegas noted that she needs at least two volunteers per table.

D. Blood Drive – March 13, 2019

Ms. Venegas said that the City blood drives have been very successful and that the Red Cross is very appreciative of their efforts. They are held 1-7 p.m. on a Wednesday on a quarterly basis.

E. Bunny Hop – April 11, 2019

Ms. Venegas noted that the Bunny Hop will be held in the ballroom.

F. Easter Egg Hunt – April 14, 2019

Ms. Venegas said that the Easter Egg Hunt will be held at Gilbert Willis Park.

INFORMATION:

1. **Michigan Airline Trail Update**
<http://www.miairlinetrail.com>

Ms. Venegas noted that the only update she has regarding the Trail is the earlier email from Marc Pascoe which was discussed under the topic of ‘Correspondence’.

COMMISSION COMMENTS:

Commissioner Marcucci said that he really enjoyed the Tree Lighting this year. Ms. Venegas noted that the weather was favorable and the ice sculptures did not melt. Commissioner Marcucci told her to hang onto the concrete blocks which can be stored by the DPW.

Commissioner Ferrari asked about the new fencing in the police parking lot. Ms. Venegas noted that it is for the sake of the police officers’ safety.

STAFF COMMENTS:

Ms. Venegas thanked the Commissioners for coming to tonight’s meeting. She noted that several of the Commissioners’ terms will be expiring in June of 2019 including that of Chairman O’Brien, Mary Crause, Mary Walsh and the vacant Commissioner position. Chairman O’Brien said that he would like to continue to be involved in the Parks & Recreation Commission. Ms. Venegas noted that Ms. Magee will likely be discussing the future Parks & Recreation Commissioner terms with the City’s Mayor. She suggested that if the Commissioners are aware of City residents who want to become involved in the Commission to let her know. Those individuals would need to fill out an online application which goes first to the City Clerk and eventually to the Mayor.

ADJOURNMENT:

This meeting of the Parks and Recreation Commission was motioned and adjourned at 6:26 p.m.

Nancy Fisher
Recording Secretary