

**City of Wixom
Parks and Recreation Commission Meeting
Wixom Community Center
49015 Pontiac Trail**

CALLED TO ORDER AT 6:00 p.m.

ROLL CALL: John O'Brien, Chairman (exc.)
Maryann Chupa (exc.)
Alicia Churilla
Lisa Ferrari (exc.)
Tom Menzies
Shondra Okimura
Peggy VanSickle
Dan Williams
Jeff Winters (exc.)

City Staff:
Deanna Magee, Community Services Director
Crystal Opalko, Deputy Clerk

DETERMINATION OF QUORUM:

Quorum was met.

CHANGES OR ADDITIONS TO THE AGENDA:

No changes or additions to the agenda.

APPROVAL OF MINUTES:

MOTION by Commissioner VanSickle and supported by Commissioner Williams to approve the Wixom Parks and Recreation minutes of April 10, 2023 as submitted.

VOTE

MOTION CARRIED

CORRESPONDENCE:

Ms. Magee introduced the newest member of the Parks and Recreation Commission. Commissioner Okimura explained that she was from Michigan and her husband was from California. They've really enjoyed Wixom since they've moved here in 2021, and felt excited to become more involved.

CALL TO THE PUBLIC:

There were no public comments.

NEW BUSINESS:

1.) Master Plan 2024-2029 RFP & Timeline. Public Input Meetings/Commission Input/Joint Meeting

Ms. Magee explained that the City's Planner, Carlisle Wortman & Associates, had been working on the Parks and Recreation Master Plan. Recently, they've developed a Parks and Recreation Survey to assist them in discovering what the community desired. She thought the survey was very detailed and thorough. To date, they've had 451 responses to the survey. She said there would be another Commission meeting at a later date to discuss the results of a survey and the five-year Master Plan.

2.) Paving Bids for Gibson Parking Lot Paving and Removal & Replacement of Asphalt at Gunnar Mettala for Pickleball Court Conversion

Ms. Magee recently met with the City's engineer, Hubbell, Roth and Clark, to discuss the paving of the Gibson House parking lot and converting the tennis courts at Gunnar Mettala Park to pickleball courts. She hoped that once the bids were received and accepted, the projects could start in August.

3.) Mack Park Update- Site Plan Completed Awaiting Bid Specifications

Ms. Magee said they've purchased a new clock and pavilion for Mack Park. She was currently waiting on the contractor to install concrete for the pavilion and the landscaping plan. She was hoping this project would be started by late August.

Commissioner VanSickle suggested they look into auctioning off the old clock. She imagined that there was somebody out there that would have an interest.

4.) Tot-Lot Playground Project- DDA Budgeted \$250,000 Towards the Project for 2023/2024

Ms. Magee said they've recently received notification that the Downtown Development Authority (DDA) would contribute \$250,000 toward the Tot-Lot Playground Project. Now that they were aware of how much funding they had, they could start working on the amenities and landscaping. She figured the entire project would cost around \$450,000 with money coming from the City, Block Grant Funding and the DDA. She mentioned that they've recently secured an Oakland County Grant for animated structures around the walking path during the holiday season. This would make the path more desirable to enjoy in the winter months as well.

5.) Review of Events:

Mother/Son Night – Ms. Magee said this event was recently added after a ten year or so hiatus. They had 100 people attend and considered it successful.

City Picnic –Ms. Magee said that 115 people attended the City picnic this year. The weather was good and the event was very well received.

Concerts & Family Fun Nights – Ms. Magee said the concerts were always successful and the families really seemed to enjoy the Family Fun Nights.

Lite the Night – Ms. Magee said they had a new firework vendor this year so the show was new and improved.

6.) Upcoming Events: Ms. Magee informed the Commission of the following events scheduled:

Summer Concerts- June 1-August 17

Family Fun Nights- June 1-August 17

BBQ & Blues- July 20

Movie in the Park- August 4

7.) Walking Path at Civic Center Landscaping & Amenities Summer/Fall 2023

Ms. Magee said she met with a landscape architect to discuss the use of natural plants. She would have more information on the direction of this project within the next month or two.

8.) Disc Golf Course Phase II

Ms. Magee indicated that Discraft Inc. donated additional baskets for the disc golf course. Currently, staff from the Wixom Department of Public Works (DPW) had been working on expanding the course. She said

it was taking some time as this project was large and the DPW staff was limited due to vacations, other projects and being short-staffed. She noted that they've planned to install concrete tees and signage.

9.) Michigan Airline Trail Updated Interactive Trail Map

Ms. Magee encouraged everyone to check out the new Michigan Airline Trail website as it's recently been updated to become interactive.

10.) Grant Applications Submittal:

**Oakland County Senior Center Improvements- Received \$200,000 Grant
Architects Are Preparing Specifications for Improvements to the Community Center**

Ms. Magee indicated that they've received a \$200,000 grant to work toward the improvement of the HVAC system, installation of germ controls within the HVAC system, install new automatic doors, etc. within the Community Center and Senior Center. She said the upgrades would significantly improve the aging equipment within the building.

Commissioner Menzies commended Ms. Magee for her diligent work in obtaining grant funding. He was aware how involved you needed to be in order to apply and follow through with grant applications and processes.

COMMISSION COMMENTS:

Commissioner Menzies welcomed Commissioner Okimura. He explained that he'd been on the Commission for 15 years and recalled he didn't realize the Parks and Recreation did so many things until he served on the Board.

STAFF COMMENTS:

There were no staff comments.

ADJOURNMENT:

MOTION by Commissioner VanSickle and supported by Commissioner Williams to adjourn the meeting at 6:28 p.m.

VOTE

MOTION CARRIED

Respectfully Submitted,
Crystal Opalko
Deputy Clerk