



Parks and Recreation Advisory Board

Thursday, November 7, 2024, 7:00 p.m.

City Hall, Room 122

203 S. Troy Street

Royal Oak, Michigan 48067

Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the city clerk's office at 248-246-3050 at least two (2) business days prior to the meeting.

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Minutes

Parks and Recreation Advisory Board

October 3, 2024, 7:00 p.m.

M/M Senior Center

3500 Marais Avenue, Royal Oak, MI 48073

Present: Melanie Macey
Brigitta Burgess
Tony Rennpage
Sue Wells
Hannah Holliday
Ryan Danescu
Perry Abbey

Absent: Sarah Kindinger

1. Meeting Called to Order

Meeting called to order at 7:00 pm.

2. Approval of Minutes

Moved by: Perry Abbey

Seconded by: Brigitta Burgess

Motion to approve the minutes of the September 5, 2024 meeting.

Motion Adopted

3. Public Comment

- Mark Sackett: Mentioned that the current budget includes \$200,000 in for netting project. Wishes to offer a Halloween fest event.
- Pat McGhee: Asked why we aren't having Halloween Fest at Normandy Oaks this year. He is willing to donate \$50 for candy.

4. City Commission Comments

- Commissioner Macey commented on the Unveiling of Elizabeth Hamer Sculpture at Hamer Finch Wilkins Park. A portion of Northwood students were there along with descendants of Hamer Finch Wilkens family. Thank you to staff for organizing that event.

5. Staff Comments

- Aaron Filipski Comments
 - Halloween Fest was not cancelled. It was not planned this year due to staffing challenges.
 - Plan to do invasive treatments at Normandy Oaks. Working on a plan to make sure we are properly notifying the community about the treatment.
 - Commissioner Macey asked about Halloween Fest being suggested by the Leprechauns
 - Filipski said that a Special Event Permit would be required.
- Nicole McEachern Comments
 - Recreation Updates
 - McEachern has met with many key stakeholders this past month including various City Department Heads, recreation facility operators, and several partner organizations.
 - McEachern initiated regular 1-to-1 meetings with Recreation, Parks, Preschool, and Senior Center staff.
 - McEachern set up a voicemail for Recreation Main Line so that staff can return missed customer calls.
 - Work has begun assembling Winter Insight publication.
 - McEachern registered the department for memberships with Michigan Recreation and Park Association (mParks) and National Recreation and Park Association.
 - September 8-10, McEachern attended Leadership Retreat on Mackinac for Michigan Recreation and Park Association. McEachern was inducted on Board of Directors for 4th year in a row.
 - McEachern attended Soup with the Super event at Senior Center. Over 40 seniors in attendance.
 - McEachern visited Preschool and read a book at story time
 - Parks/Facilities Updates
 - Longtime Parks team member, Gary McNab retired after 29 years of service with the city. Staff gathered for his retirement celebration on September 20.
 - More than 100 attended the Elizabeth Hamer monument unveiling at Hamer Finch Wilkens Park.

- 13 Mile and Main Park transformation into Pollinator Park is in progress thanks to America in Bloom grant. Bee spring riders are in place, new sidewalk is poured, and planting is being wrapped up this week.
- McEachern attended two planning meetings for CDBG funded project at Clawson Park. Project is slated for March-June 2025.
- McEachern attended CDBG funded Lockman Park project status meeting. Project should be finished by early November.
- Hudson Park will have contractors on site for a playground repair this week and next.
- Normandy Oaks Splash Pad is closed. Centennial Park Spray Pad is still open and will be closed sometime this month.
- Other current projects on the docket this fall are as follows:
 - New play structure at Senior Center
 - New picnic tables and benches at Senior Center
 - New fitness room at Senior Center

6. Business

6.a Review of Amended Plans for Memorial Park Field #3 Seating Area - RO Leprechauns

Moved by: Melanie Macey

Seconded by: Ryan Danescu

Motion to approve the revised proposal for the installation of a patio seating area using porous pavers, and, pending review and approval of amended agreement language, recommends presenting it to City Commission for further consideration.

Motion Adopted

7. Subcommittee Reports/Comments

- Commissioner Macey asked if a Facilities Subcommittee was needed at this time.
- McEachern said it is not needed at this time.

8. Items Not on the Agenda

- The Board discussed the need to properly notify residents and park visitors about plans for invasive treatments in Normandy Oaks Park.

- Perry Abbey asked if an update on current fiscal year capital projects could be provided at a future meeting.

9. Upcoming Events

10. Adjournment

Meeting adjourned at 7:47 pm

Moved by: Hannah Holliday

Seconded by: Tony Rennpage

Motion to adjourn the meeting.

Motion Adopted

11. Next Meeting: November 7, 2024

MEMORANDUM

DATE: October 17, 2024

TO: Parks & Recreation Advisory Board

FROM: Planning Division of the Community Development Department
& Recreation Department

SUBJECT: Parks in Eligible Low- and Moderate-Income Block Groups / Target Areas

Nearly every five years, the U.S. Department of Housing & Urban Development (HUD) provides communities across the country with data sets to determine which census block groups within their jurisdiction have a relatively greater percentage of low- to moderate-income residents compared to averages. The data helps determine potential activities that will indirectly benefit those living in qualifying census block groups.

On June 6th, HUD released its notice and related data based on the results of the American Community Survey 2016-2020 5-year estimates. A new map illustrates qualifying census block groups.

It's worth noting that prior data was based on the results of comprehensive decennial census efforts. The new data is based on samplings over time, pooled together, weighted, and processed as a whole dataset.

In prior years, the city expended Community Development Block Grant (CDBG) funds on capital improvements within qualifying census block groups. Based on the service area of the activity, it's presumed under HUD regulations to indirectly benefit all residents living in the qualifying census block group. Area benefit activities have included improvements to public infrastructure like street trees, sidewalks, crosswalks, roads, street lighting, fire hydrants, neighborhood scale park features such as playground equipment, exercise equipment, ball fields, and walking paths, etc.

The city's parks system has been the recipient of CDBG investments. Over the past eleven years, the city commission has authorized \$4.8 million of the city's CDBG funds on park improvements. Parks will undoubtable compete for future CDBG funds.

The purpose of tonight's discussion is to identify eligible parks, understand amenities and service areas, affirm or modify recommended parks improvements, and gain input on priorities and timing.

Within the city's parks and recreation master plan, each of the city's parks are classified by their size and service area into three primary categories: mini-parks, neighborhood parks, and community parks. Depending on the scale of the park and its amenities, the document outlines the suggested service area below.

<u>park type</u>	<u>amenity service area</u>
mini-park	¼ mile or less
neighborhood park	¼ - ½ mile
community park	½ - 3 miles

Typical park improvements include new or improved playground equipment, fitness equipment, pathways, limited parking, ball fields, tennis courts, drainage improvements, landscaping, etc. These facilities dominate the city's mini-parks and neighborhood parks. Community scale parks are larger in scale and often include facilities intended to serve a larger population. Their area benefit is designed to serve more than just those living in the immediate neighborhood.

Page 101 of the city's parks and recreation master plan identifies the number and type of outdoor recreation facilities in comparison to standards established by the National Recreation and Parks Association (NRPA) for communities of our size. The city has the good fortune of exceeding many of the standards.

Many of park facilities are outdated or deteriorated and need to be replaced. The city's parks and recreation master plan identifies system-wide and park-specific actions. The document also establishes a goal to increase and diversify access to

parks. It recognizes the need to enhance pedestrian and cyclists' access to the parks and recreation facilities. The city's draft master plan also recommends specific ways to increase mobility across the city and support walking and biking to keep destinations such as parks, schools, etc.

Federal regulations require that CDBG-funded public facilities and improvements benefit those living in qualified census block groups that are primarily residential in nature. The funded activity must have a service area boundary that does not extend beyond the census block group boundary.

In recent past, staff have been asked to research the eligibility of expending CDBG funds on improvements in community scale parks. Representatives from HUD have affirmed various ineligible projects based on the service area of the park. Staff suggest that recommended improvements be limited to known eligible projects. Numerous mini-parks and neighborhood parks are in need of improvements that will benefit those living in the immediate neighborhood. Community scale parks within the qualifying census block groups include Cummingston Park, Memorial Park, Quickstad Park, and Worden Park. Different funding sources should be researched for improvements at these community scale parks.

The following parks are geographically located within qualifying census block groups and would have eligible projects based on service area.

Neighborhood Parks

1. **Gunn Dyer Park:** Located south of 13 Mile and west of Coolidge, Gunn Dyer Park is challenged by flooding issues. Feedback in the planning process identified the need for better, accessible access to the soccer field. Play structure was removed for safety concerns.
2. **Miller Park:** Miller Park is located within walking distance of William Beaumont Hospital Royal Oak, near Coolidge and 13 Mile. The park has playground equipment and a multipurpose field. It was identified as a location for adult exercise equipment. Structure has been updated within last 10 years.
3. **Upton Park:** Located on the city's north end, Upton Park has eight pickleball courts. The park is challenged by flooding issues and a lack of trees. It was identified as a location for a new pavilion with restrooms. Long-term, the pickleball courts are recommended to be reconstructed.
4. **Clawson Park:** Updates to baseball field and playground are currently underway using CDBG funding. Construction is planned March-June 2025.

Mini Parks

1. **Westwood Park:** Westwood Park offers two swing sets, two play structures, and a multipurpose field. It is near William Beaumont Hospital Royal Oak and the Berkley border. The park is challenged by outdated play equipment and the field requires maintenance. The spiral slide at Westwood is damaged and closed off for safety reasons.
2. **Rotary Park:** Rotary Park is located directly south of the Royal Oak Golf Course on 13 Mile Road between Coolidge and Crooks. Surrounded by nearby apartment buildings, the park has no built amenities but offers a future opportunity for seating or public art.

At the upcoming meeting, the parks and recreation advisory board should engage in conversation with staff, may provide rank priorities based on eligibility, and offer improvements that concur or go beyond suggested actions in the parks and recreation master plan. Staff will develop a list of suggested improvements to consider over the next several years based on available funding.