

**Parks and Recreation Advisory Board**  
**Regular Meeting Minutes**  
**February 25, 2013**

Meeting called to order by Mr. Scott Gerlach, Chairman at 7:00 p.m.

Roll Call:     Scott Gerlach, Chairman  
                  Jennie Urtel, Secretary  
                  Tim Miner – Absent  
                  Dean Whitcomb  
                  Steve Fletcher  
                  Carl Towne  
                  Nancy Kessler  
                  Paul Peters, Vice Chairman  
                  Chris Doozan, McKenna representative

Approval of December 2012 and January 2013 meeting minutes:

Voice vote:   Ayes   Unanimous

Nays   None

Steve Fletcher abstained from January 2013 vote

Announcements and Communications:

- Paul Peters announced the Spark Plugs Car Club will be holding an event at Atchison Park on June 22, 2013

Call to Public:

- Director of South Lyon Recreation Department, Amy Allen, attended the meeting to introduce herself and say that she will attend the PAB monthly meetings
- Discussion of creating an all Community calendar to better organize and coordinate events to prevent overlap. Amy Allen offered to create a tab on the South Lyon Recreation Departments website for a Community calendar. [www.slrec.net](http://www.slrec.net)
- Dean Whitcomb announced that Sean O'Neill presented the matching funds from the South Lyon Junior League (\$7,500.00) to Lyon Township for the upcoming baseball field refurbishment. Waiting for the weather to break for refurbishment to start.

## Reports:

### Community Center:

- Steve Fletcher announced that the by-laws have officially been approved by the South Lyon Area Recreation Authority. The Committee has 9 people appointed, 3 from each Municipality, 1 elected official and 2 at large members.
  - Lyon Township; Steve Fletcher elected official, Jennie Urtel and Nancy Kessler
  - South Lyon; Mike Kramer elected official, Scott Black and Ron Morelli
  - Green Oak Township; Tracey Edry elected official, Karen Weber and Amy Ponsock

### PAB Subcommittee's report

- No new information at this time

## Approval of Agenda:

- Move New Business ahead of Unfinished Business
- Add item "Circus and Procedures" to Unfinished Business as item 9a. Current item 9a to become 9b, current item 9b to become 9c, current item 9c to become 9d

Voice vote: Ayes Unanimous

Nays None

## New Business:

Adam Yatooma representing South Lyon Panthers and South Lyon Lacrosse presented 2013 team plans and future park plans:

- South Lyon lacrosse would like to start their season on March 12, 2013 pending weather and field conditions. Last practice will be held around 1<sup>st</sup> week of June 2013. The last tournament the organization will be participating in takes place mid to late June.
- Will be utilizing 3 fields at Atchison Park
- Practices will be 3 days a week. Tuesday, Wednesday and Thursday. Game days are Saturday.
- S.L. Lacrosse will provide full schedule once solidified
- South Lyon Panthers will be starting their season July 29, 2013. Last practice will be held the end of October 2013, possibly into November depending on playoff schedule.
- Will be utilizing 3 fields at Atchison Park
- Practice will be 5 days a week prior to the first day of school and 3 days a week (Tuesday, Wednesday and Thursday) once school starts. No games on weekends. Games will be played at the High Schools
- S.L. Panthers proposed that during the Lacrosse and Football season their organization will provide field maintenance (approx early March until late October or mid November)
- Lannie Young stated he will need the specific area the organizations will be maintaining so current lawn cutting contract can be amended to eliminate this area.
- It was mentioned that June 1, 2013 will be Kite Fest. Will not interfere with athletic schedules.

- PAB sub-committee will work with S.L. Panthers and Lacrosse to finalize contract for Board approval. Lannie Young stated he has 2012 contract that he can share as guide for new 2013 contract.
- Adam Yatooma discussed future plans for both Football and Lacrosse
  - Both organizations would like to move to the 11 mile / Milford Rd Park as they are growing quickly and need more field space.
  - Chris Doozan handed out a proposed layout for 4 fields, pavilion, play equipment, open play area and parking.
  - Panthers are starting to set aside funds to help develop this future park area. Are Panthers looking for Township funds? Unknown at this point since it is not known the estimate for creating this athletic park. If park construction is more than what Panthers can afford could a deal be written for Panthers to send funds yearly for a period of time to help offset original construction costs? Points for future discussion.
  - Panthers would like to create a multi-year contract / agreement guaranteeing Football and Lacrosse use since organizations funds will be used for construction.
  - Panthers are researching grant funds to help offset the costs.
  - Depending on cost the pavilion / playscape could be phased at a later time.
  - The Township Engineer, Leslie Cawada, will review the plan and give a cost estimate which will help the Panthers, Lacrosse and Township determine future plans. Ms. Cawada will also look at the possibility of relocating entrance from currently shown Milford Rd access to 11 Mile access due to concern of Milford Rd potentially hazardous entry / exit from park due to speed of traffic, close curve of Milford Rd and the location of the widening and narrowing of Milford Rd . Mr. Young had concern about the 11 Mile entrance due to existing drain that may be costly to bridge over.

Motion to approve moving forward on the conceptual plan for a multi-purpose athletic field at the 11 Mile and Milford Rd park property.

- A voice vote was called:           Ayes Unanimous  
  Nays None

Unfinished Business:

- Lannie Young had questions regarding the current and future procedures for event proposals approval through PAB then on to his office for Administrative approval.
  - There were specific concerns he noted in the contract presented to him from Wade Shows. Mr. Young asked Wade Shows about lighting and parking. Wade Shows does not have a provision in their contract to provide lighting or parking control. That would need to be provided by the Township. Lighting will be needed as the park does not have any permanent lighting currently for after dark parking or pedestrian safety. There will also be the need for volunteers to help direct the patrons to parking areas.
  - There were also concerns about the security and medical safety. HVA can provide an ambulance during the event free of charge. Mr. Young spoke to the Police and Fire Departments asking for their presence during the Wade Shows event.
  - Mr. Young will provide a check list for the PAB to use when Special Event organizers present to the PAB to help organize and coordinate with the Special Event organizer what will be required, provided or needed by either the Special Event organizer or

