

Parks and Recreation Advisory Board
Regular Meeting Minutes
May 28, 2013

Meeting called to order by Mr. Scott Gerlach, Chairman at 7:04 p.m.

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

Approval of April 29, 2013 meeting minutes

Voice vote: Ayes Unanimous
 Nays None

Announcements and Communications:

- Suggestion was made to look at the DNR Grants procedure to see if there are Grants that would benefit Lyon Township Parks. The time frame for DNR Grants is March.
- Radio Club park event is the same weekend as the Spark Plugs Car Show – there are no conflicts with the 2 events happening the same weekend
- Jennie Urtel requested an agenda item be added to announce notifications that Rose Case sends. All members agree. Jennie announced that some donations were received from a photographer and that more Graduation parties have been scheduled. All Events show on the Community Calendar
- Sparks Plugs is in process of getting Insurance Certificate updated
- Kite Fest flyer handed out to all Members

Call to Public:

- Potential for Griffiin Mojeski to contact Township to provide Community Service to the Township / Parks and Recreation to earn Eagle Scout status. Any ideas of Community Service projects are welcome. Could potential Community Service projects be posted on Township website for groups, organizations, or individuals inquire about?
- Jason Bibby introduced himself to Committee Members. He has submitted an application for the vacant PAB seat. Recently moved to Lyon Township, has volunteer in previous Community and is interested in volunteering time to move Lyon Township forward.

Reports:

Kite Fest:

- All plans solidified and looking forward to Saturday's event

SLARA update:

- No update

Community Center:

- RFP will be sent out to Architectural / Engineering Firms My 29, 2013 for Conceptual Design to present to Communities in hopes of a positive Millage vote in 2014

Summerfest:

- Volunteers are needed – 15 to 20 per day
- Weekly meetings are progressing and moving Summerfest forward
- Would like to reach out to Panthers, Lacrosse and Junior League for potential volunteers
- Carl Towne to e-mail Phil Wiepart to see if he can reach out to other Community Organizations for volunteers.

PAB Subcommittee's report

- Lacrosse has agreed to pay \$500 for park use. Scott Gerlach and Lannie Young met with Lacrosse representative to rework contract – Lacrosse will be signing
- S.L. Junior League has no issues with contract and will be signing soon with check and insurance certificate. Would like to look as some verbiage change for 2014 season. June 10 thru July 27 are use dates
- Currently working with Panthers on contract
- All fields are full
- Hoping for some field down time in June to allow for grass growth
- Hometown bicycle
 - Scott Gerlach sat with Township and Hometown representatives to discuss a change to original proposed year long bike race to a 1 day marathon race. Lannie Young is sending back to PAB for approval
 - Race is changing to 1 day marathon race on September 14, 2013
 - Race will be 12 hours of racing with different types of races throughout the day
 - New application will be submitted for PAB review and the anticipated financial payment to the PAB fund will be approx \$1,500.00
- Field / Pavilion Fee structure
 - Send any info to Carl Towne and he will create a spreadsheet for discussion
- Question was asked if water was available to help irrigate fields. Due to distance and ground settling this is not feasible.

Approval of Agenda:

Add item 9a – Interview Committee

Remove item 10c – Community Calendar update

Voice vote: Ayes Unanimous

Nays None

New Business:

Item 9a

- Interview Committee to be Tim Miner, Carl Towne and Paul Peters. Interview candidates and submit recommendation at next PAB meeting

Motion to approve Interview Committee

A voice vote was called: Ayes Unanimous

Nays None

Unfinished Business:

Item 10a

- Chris Doozan is putting finishing touches on Master Plan, will have rough draft at June meeting
- Master Plan has to be approved by DNR to be able to apply for Grants.
- DNR requires Master Plan be approved 1 month before Grant applications which is May 1st (will be confirmed)
- Cost estimate for 11 Mile / Milford property was given to PAB Members. High cost for basic grading, no field creation in estimate. Approx \$519,000.00
- Township Planning Commission is looking to add a sidewalk near Sayre Elementary and repair bike path in Atchison Park. This was recommended to Township Board for approval

Item 10b

- Playground update – complete and all bills paid

Item 10d

- Names are required for Pavilions and Fields to help in scheduling. Could be used as a revenue generator in the future. Keep simple naming for now.
 - Baseball fields to be named “Field 1” for the North field and “Field 2” for the South field. The field used by the Cheerleaders is to be “Field 3”, the field behind the Fire Station is to be “Field 4” and the field to the far West is to be “Field 5”
 - The pavilions are to be named “A” for the pavilion near the new playground, “B” for the next pavilion and “C” for the pavilion near the basketball court
 - Steve Fletcher to work with Rose Case on the naming

Motion for Steve Fletcher to work with Rose Case regarding the Park area naming

A voice vote was called: Ayes Unanimous

Nays None

Motion to adjourn meeting at 8:18 p.m.

A voice vote was called: Ayes Unanimous

Nays None

Respectfully submitted

Jennifer Urtel

PAB Secretary