

Parks and Recreation Advisory Board
Regular Meeting Minutes
July 29, 2013

Meeting called to order by Mr. Scott Gerlach, Chairman at 7:06 p.m.

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

Approval of June 24, 2013 meeting minutes
 Voice vote: Ayes Unanimous
 Nays None

The PAB is in need of a DDA member representative – that appointment is in process

Announcements and Communications:

- Jennie will be out of town for the August meeting. Paul Peters volunteered to take the meeting minutes notes in her absence.

Call to Public:

- None

Reports:

SLARA update:

- None

Community Center:

- Discussing potential building sites
- Architectural Firms presented to the SLARA Board

Summerfest:

- Paul had a handout showing overall results
- The Township was pleased with the turnout for the first year. Wade Shows perspective was minimal attendance
- There was a favorable story in the paper with great photo's
- There did need to be more volunteers. People had to be hired to fill in the gaps which will come out of the Townships portion of the proceeds
- No security issues
- There was some trash left behind. Should have done a final walk through to make sure everything was cleaned up.
- Some local businesses were disappointed they could not participate due to some Wade Shows non-compete clauses
- Would like to have more events to keep people at the site longer.
- Need to have a specific banner at the park entry to make sure people know what is happening in the park since there was no direct Grand River visibility of the midway.
- 17 businesses donated \$50 for feather flags to be out for the duration of Summerfest

Lyon Township items from Rose Case:

- S.L. Stars cheer are using space in mid-August
- Photographer donated money to the Park Fund for photography use
- Rose Case gave Scott some contact information for a group that wanted to hold an event in early August. Scott missed the opportunity to make contact. Scott was going to try to reach out in case there was still the opportunity to get them into the park.

Operation Injured Soldier:

- Need to make contact with the organization to make sure they fill out an event application and present to the PAB for next year's event

PAB Subcommittee's report

- Still need to get a an agreement with S.L. Panthers
- PAB is expecting to receive approx. \$2,000.00 for park use from S.L. Panthers
- Baseball fields are in better shape now than they were last month
- No new info regarding fee structure
- Jason Bibby can provide a fee template to start the process.

Approval of Agenda:

Add item – discuss creating a “Park Rules” sign, 9a

Voice vote: Ayes Unanimous

Nays None

New Business:

Item 9a

- Chris Doozan will look and see if there were ever any previous park rules posted
- Add a line on the bottom of the sign that states "If you want to hold an event contact Lyon Township"
- There was a form that was found that had rental fees. Can use as a starting point for fee structure.
- The PAB web page needs to be updated as is still has the announcement of the toddler park opening

Unfinished Business:

Item 10a

- Chris handed out the updated Master Plan, there is some budget / DNR grant history information still to come
- Photos are needed of the park. The Township photographer can take those and provide them to Chris. Chris to identify what needs documentation (general park, festivals, art, fields, etc)
- 2 years ago a focus group was convened and useful information was gathered. It is recommended that the focus group happens again in September. The focus group should consist of invited community activists as well as the general public. Tentatively the focus group should happen September 11, 2013 at 1 p.m. and 7 p.m.
- Chris will create a short survey to put online for community input
- Who would be on the invited list for focus group? Current park users, Groups and Associations (perhaps Township has contact info)
- Would like to tap into neighboring communities for bike paths that are currently being planned or upgraded to see if there is a way to partner. Including any other possible recreation opportunities
- Hometown Bike race insurance has been submitted. They were in the park taking video of the race route and staging area. Getting positive feedback regarding the race.

Motion to adjourn meeting at 8:34 p.m.

A voice vote was called: Ayes Unanimous

Nays None

Respectfully submitted

Jennifer Urtel

PAB Secretary