

**Parks and Recreation Advisory Board**  
**Regular Meeting Minutes**  
**August 26, 2013**

Meeting called to order by Mr. Scott Gerlach, Chairman at 7:03 p.m.

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

Approval of July 26, 2013 meeting minutes

Voice vote:   Ayes   Five / Four Abstained  
                  Nays   None

Announcements and Communications:

Dolsen Elementary has expressed interest in a September movie night in the Park. Scott Gerlach is working with Jessica Domka to coordinate event. Paul Peters stated that the approx. fee for a movie rental is \$250 with an additional \$100 as a projection / set up fee.

Garth Richardson and Richard Fairfield are in charge of movie equipment.

Because of the time factor a motion was made to have an application filled out, then electronically sent out to board members, then administratively approved by Scott. Motion made by Carl and seconded by Steve. Motion passed 9-0

Scott and Paul will follow up.

- Hometown Bicycle September 14<sup>th</sup> Mountain Bike Marathon. The Board was uncertain about the contract status and decided to contact Lannie for clarification. For future events it was suggested that a flow chart be created to establish a process for Application approval.
- John Bell and Paul Peters were contacted by Roger Ratkowski about an ethnic festival for next year in August. More to come on this event.

Call to Public:

- None

## Reports:

### SLARA update:

- Amy reported that new program is out. Examples include Flag Football, Soccer, Hunter Safety, Snowmobile Safety, and Cemetery Tours.

### Community Center:

- Review is ongoing for suitable building sites. A PR committee has been set up and a Facebook page is being created.
- Signing of contract with Newman Smith forthcoming.
- Presentation to South Lyon City Council - A difficult meeting.

### Lyon Township items from Rose Case:

- Contract has been signed with Panthers.
- Steve noted that there were problems with grass cutting with regards to Lacrosse vs. Panthers.

### PAB Subcommittee's report

- Lacrosse – Discussion took place concerning difficulties working with Lacrosse organization to get a signed contract for use of the field.
- S.L. Junior League wishes to use Baseball fields for the period of Aug. 26<sup>th</sup> through Oct. 26<sup>th</sup>.
- Scott will send a copy of Lacrosse contract for everyone to review.

Field / Pavilion Fee Structure – Jason Bibby provided examples for review from several other communities. Information was well received by group. Carl noted that following a review of this information we come up with a reasonable fee structure for each pavilion depending on amenities. It was also noted by group that it will be important to include pictures of each area with Fee information. Goal is to have something in place for 2014.

### Approval of Agenda: Additions

- 2014 Planning and Budget.
- Rules and Operating Systems within the Park.
- Need to schedule elections next month.

Voice vote: Ayes Unanimous / with additions

Nays None

### New Business:

- Focus Group – Need to identify who should be invited. Board members should e-mail names, phone numbers and email addresses of potential attendees.
- 2014 Planning and Budget – Steve requested budget information for next meeting. Board should start thinking about projects to undertake in 2014. Lannie suggested trail improvements in Park.
- Rules and Operating Systems within the Park – John talked about need for controls and proposed that a sub-committee be established. The board agreed through a unanimous vote and a sub committee was established including John Bell, Jason Bibby, and Dean Whitcomb. The motion was made by Steve and seconded by Carl.
- It was noted that there were field clean up issues following the Kelly Miller circus event. There were various items across the field. Luckily there were no injuries reported.

Motion to adjourn meeting at 8:25p.m. by Steve / Carl

A voice vote was called: Ayes Unanimous

Nays None

Respectfully submitted

Paul Peters for Jennifer Urtel

PAB Secretary