

**Parks and Recreation Advisory Board**  
**Regular Meeting Minutes**  
**October 28, 2013**

Meeting called to order by Mr. Scott Gerlach, Chairman at 7:02 p.m.

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

Approval of September 23, 2013

Voice vote:   Ayes   Unanimous  
                  Nays   None

Announcements and Communications:

- John Bell passed out article discussing local athletic teams developing Volunteer Park in the City of South Lyon. Discussion if the new fields in Volunteer Park would affect usage of Atchison Park.
- PAB disappointed that Lyon Township was not brought into any potential discussions regarding the new fields.
- PAB feels that fees currently being charged for fields are appropriate
- A lawn cutting bond needs to be added to the Athletic Team Agreements to ensure cutting of the fields. There was a scheduled team cutting that was missed so the Lyon Township lawn cutting service had to include this in their scope for the missed cutting.
- Lacrosse paid \$750.00 for 2013 season. PAB proposed fees to be \$1,000.00 for 2014 and \$1,300.00 for 2015. The Sports Committee has been working towards a goal of long term agreements. Lacrosse has commented to the language of the Agreement wanting some changes. The Agreement language is non-negotiable as Lyon Township Attorney created the Agreement. Lacrosse has also proposed the 2014 fee be \$750.00 rather than the \$1,000.00 proposed. The PAB discussed and determined that the fee for the 2014 season shall be \$1,000.00. The PAB feels this is a reasonable fee based on what is charged to other Athletic teams utilizing fields within Atchison Park. At this time a single year Agreement was also discussed as an appropriate timeframe.

Motion to negotiate the following with the South Lyon Lacrosse for their 2014 season; no changes to the Agreement language, \$1,000.00 field fees and \$1,000.00 Lawn Cutting Bond

A voice vote was called:   Ayes   Unanimous  
                                      Nays   None

- Jennie Urtel and Nancy Kessler are attending a meeting with Hometown Bicycles to discuss the presentation they will be conducting at the PAB November Meeting.
- Lyon Township Maintenance Supervised offered to spray the bike path with Round Up if Hometown Bicycle provides the Round Up.
- John Bell stated that a Chairman is needed for the 2014 Winterfest. If nobody volunteers then Winterfest will not happen.
- John Bell announced that there is a model of Safety Town in the Lyon Township offices kitchen if anybody would like to take a look.

Call to Public:

- None

Reports:

7a. SLARA update:

- Amy not in attendance

7b. Community Center:

- Neumann Smith (concept Architect) presented a concept based on needs discussed in prior meetings and within the study provided them.
- Salem Township attended the meeting as a fact finding mission. The Community Center Committee will present to Salem Township's Board in December detailing what has been accomplished so far and what each of the existing Communities has contributed.
- Chris Doozan wondered if the Southeast corner of Lyon Township is considered part of SLARA as those residents attend Northville Schools.

7c. Lyon Township items from Rose Case:

- Check received from photographer for \$400.00
- Check received from photographer for \$400.00

7d. PAB Subcommittee's report

7di. Sports Committee

- No Agreement yet with Panthers for 2014 season
- Junior League – new Board is being elected soon. Once that happens the Agreement can be renewed / discussed
- Lacrosse – discussion was earlier in the meeting during “Announcements and Communications”
- The baseball fields look great. All Athletic, Committee and Township members would like to see the road leading to the baseball fields fixed. Discussion on how to fix and pay are necessary.

- Grass has been nicely cut and the erosion control near the baseball fields is working great
- Lannie Young would like to see if a separate path can be cut to separate Republic's haul road for resident safety.
- Developers creating new neighborhoods are required to build bike paths that ultimately connect to the Lyon Township / South Lyon / Oakland County bike paths. If for some reason a bike path cannot be constructed due to property limitations then the Developer must contribute to the Bike Path Fund.

7dii. Field/Pavilion Fee Structure Committee

- No new updates

7diii Park Rules Ordinances / Sign Committee (John Bell, Jason Bibby, and Dean Whitcomb)

- 1 comment submitted on the proposed "rules" sign. Change the verbiage "Picnic stoves must be used for fires of any kind" to "Only picnic stoves to be used for fires of any kind"

Motion to adopt park rules as proposed by Sign Committee proposed verbiage change.

A voice vote was called:   Ayes   Unanimous  
   Nays   None

- John Bell passed out sheet showing 8 sign sketches for comment / approval.

Motion for Sign Committee to obtain 4 sign bids to present at November PAB meeting.

A voice vote was called:   Ayes   Unanimous  
   Nays   None

Approval of Agenda:

Voice vote:   Ayes   Unanimous  
   Nays   None

New Business:

Item 9a – Movie in the Park approval process and equipment discussion

- Movies in the Park Committee created. Members are Paul Peters and Carl Towne
- Items to be discussed are determining a fee schedule, inventory existing equipment and determine process for movie approval. Committee to report at PAB November meeting.

Old Business:

Item 10a – Sign Committee report / discussion.

- Discussed previously under item 7dii

Item 10b. – Budget discussion

- Prioritized the following items that PAB would like to accomplish in 2014
  - 1 - Install Park Rules sign
  - 2 - \$5,000.00 to baseball fields for maintenance and upkeep (use matching fund of \$5,000.00 from South Lyon Junior League for a total of \$10,000.00)
  - 3 – Improve road leading to baseball fields (Chris Doozan to verify who is responsible)
  - 4 – Electrical to pavilion
  - 5 – playstructure for older children
- Scott Gerlach to have further discussions with Steve Fletcher regarding PAB priorities list

Item 10c – Discuss park Master Plan

- There will be a focus group on December 3<sup>rd</sup> at 7:00pm for invited Township residents to participate

Motion to adjourn meeting at 8:50 p.m.

A voice vote was called:   Ayes   Unanimous  
  Nays   None

Respectfully submitted

Jennifer Urtel  
PAB Secretary