

Parks and Recreation Advisory Board

Regular Meeting Minutes

February 20, 2014

1. Meeting called to order by Mr. Scott Gerlach, Chairman at 7:01 p.m.

2. Pledge of Allegiance

3. Roll Call: Scott Gerlach, Chairman

Jennie Urtel, Secretary – excused absence

John Bell

Jason Bibby - excused absence

Carl Towne

Paul Peters, Vice Chairman

John Hicks

Chris Doozan, McKenna representative

4. Approval of February 20, 2014 meeting minutes

Voice vote: Ayes Six

Nays None

5. Approval of Agenda: Additions

9 d. 2014 Kite Fest Extravaganza Funding.

9 e. 2014 Zombie Run within the Park.

6. Announcements and Communications:

Friends of the Library have expressed interest in a June movie night in the Park. Carl Towne is working with this group to coordinate event. The third weekend in June is the selected timeframe with the movie choice being “The Lego Movie”. The approx. fee for a movie rental is \$250 with an additional \$100 as a projection / set up fee.

A Demonstration Garden is being considered for installation at the Library. Approx. size would be 30’x40’. Area would be fenced with a Monument in the center.

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

Carl and Paul will follow up. The necessary equipment updates will take place during March and April.

Hometown Bicycle / Shaun Bhajan presented a letter to the board stating that due to business constraints they are withdrawing their application for this summers events. He pointed out that they are not quitting but re-scheduling, The Board stated for future events a Fee structure should be in place.

John Bell stated an ethnic festival scheduled for August had been canceled.

7. Call to Public:

Jim Chuck announced that he has been approached by a man who wants to conduct a “Zombie Run” at the Park. More information to come. It was suggested that a fee should be charged for this activity.

8. Reports:

a. SLARA update:

Amy reported that the Twp. Can place their events on the SLARA website.

They are anticipating adding staff in the fall.

They are starting a Volunteer recognition program.

Daddy / Daughter dance was a success. Sold Out!

Coming Events:

Mom /Son Superhero Dance March 14th. 75 couples so far.

Egg Hunt April 19th

b. Community Center:

Review is ongoing for 3 locations as suitable building

Possibly on the November Ballot

Funding through SLARA

c. Kitefest Extravaganza: Report given by Jim Chuck

Jim reviewed that Kitefest is merged with Carnival (Wade Shows). Carnival will be all four days. Kitefest will only be on Saturday and end at 3pm. Carnival will not be in progress during Kitefest.

Jim Chuck stated LEO will interface with Extravaganza. They are seeking a 501 c 3 status to make funding easier.

Drop Off / Pick Up area was discussed. Last Year lighting was an issue.

d. LEO Update: 501(c) 3 status being sought.

Officer Job Description sheets handed out by John Bell.

Jim Chuck stated he has agreed to be President of LEO.

e. Kelly Miller Circus: Kim Thomson will give update at March meeting.

f. Liaison Reports

i. DDA - John Bell Business Mtg. in April. Need Economic Development Coordinator, Ethnic Festival was cancelled.

ii. Planning Commission – Carl Town Discussion included Henrob phase II. Location is NE corner of Grand River and South Hill.

iii. Board of Trustees – John Hicks Jason Bibby appointed to Community Center Committee. Richard Fairfield received an award for his Les Cash rescue.

g. Lyon Township items from Rose Case:

June 21st Sparkplugs Car Show

June 27th / 28th Radio Club

July 12th Operation Injured Soldier

July 17th / 20th Kitefest Extravaganza

h. PAB Subcommittee's report

- i. Sports Sub committee - Proposed Park Usage agreement : S.L. Baseball Federation. Usage is desired on Monday nights March through June. (\$150 ea. for practices, approx. 10)
No agreements with Lacrosse, Junior League, or Football. Scott will reach out and get wage agreements. John Bell is looking for "Sports" pictures for Twp. History Project.
- ii. Field Pavilion Fee – Slow progress. Carl and Paul will further address in late March with regard to Paul's surgery. Jason Bibby provided examples for review from several other communities. 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.
- iii. Park Rules Ordinance/ Sign Sub committee - Ordinance is in place. Quotes for signs will be reviewed at next meeting.
- iv. Paul informed board he will address equipment issue in late March after his surgery,

9. New Business:

- a. Officer Elections – A motion was made and passed to Have Scott Gerlack remain as Chairman of PAB until the end of this year.
- b. Township Newsletter – This is being pursued now and could be used to advertise. It was discussed to use the SLARA website to advertise for new Board members 2014
- c. Antique Gas Engine and Tractor Pull / Show - Jason and Dave made this presentation representing a local gas Engine and Antique Tractor Club. They stated they are involved in many events per year and are looking for a new location in this area to host events. They would like to try an event in our park and if possible conduct it on Saturday of our Kitefest Extravaganza weekend. They would have "Pulling" activity and Antique tractors on display. There would be approx. 30 competitors and the event would last approx. 6 hours. To perform this activity 8" to 16" of clay base must be applied to a 60 to 100 foot Pull area. Republic has approved the area where the Plays capes used to be according to John Bell. John Bell made a motion to continue the discussion of an Antique Tractor Pull and recommend to the administrative team that this activity be supported, recognizing that a portion of the Park will be prepared and reserved for this activity. Motion seconded by Carl. Motion passed unanimously
- d. KiteFest Extravaganza Funding - Currently LEO has no operating funds. "Seed" money is needed for deposits. LEO would like to borrow money from Kite Fest funds from last year not to exceed \$5,000. PAB recommends loaning the money to LEO with the understanding that it will be repaid at conclusion of Extravaganza.
- e. Zombie Run – There is a group interested in conducting an event in the Park on June 14th. Scott will get a copy of their application to other members. Applicant should come in next month to make presentation.

10. Unfinished Business

- a. Chris Doozan distributed copies of the Park Plan Book. He would like committee to review this draft and provide comments. There is a 30 day comment period.

b. Chris Doozan made presentation for proposal for "Visual Plan". John Bell then made a motion that we approve and recommend this proposal to the Administration Team. Vote was unanimous.

Motion to adjourn meeting at 9:05p.m. by Paul / Carl

A voice vote was called: Ayes Unanimous

Nays None

Respectfully submitted

Paul Peters for Jennifer Urtel

PAB Secretary