

Parks and Recreation Advisory Board
Regular Meeting Minutes
March 19, 2015

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

Roll Call: Scott Gerlach, Chairman
 Jason Bibby, Vice Chairman
 Jennie Urtel, Secretary, excused absence
 John Bell
 John Hicks
 Carl Towne
 Laura Haynes
 Julie Foley
 Sean Morgan
 Chris Doozan, McKenna representative

Approval of February 26, 2015 meeting minutes:

1. Change approval of minutes from 2014 to 2015 on page one.
2. On 9eii, suggested pricing for pavilions should be removed. [Apparently only a discussion occurred and actual prices were not suggested.](#)

Voice vote: Ayes Unanimous

Nays None

See new business items below

1. Add LEO events to new business items

Ayes Unanimous

Nays None

1. Announcements and Communications
 - none
2. Presentations
 - none
3. Call to the Public
 - none
4. Reports
5. SLARA Update
 - Next brochure should be published the first week of April
 - Safety town registration started today and one of four is nearly full
 - Special events are planned for McHattie Park in June, July (national parks month), and August (geocaching)
 - Spring softball, soccer, and volleyball leagues are now starting
6. Community Center Committee
 - There was a larger than normal public turnout for the meeting with a significant amount of helpful feedback.
 - [Amy presented information](#) An architect was there for design input. The design will now be cut back from full community center to only aquatic center because of budget

concerns. The architect will review slides, types of pools, etc. and next month committee should expect an updated budget according to the new design.

- A lot of facebook comments were posted regarding the location of Mchattie Park. It is most probable site; private land is not an option, millage for purchasing land is not an option. The commission tried to encourage residents that McHattie is the best option.

7. Liaison Reports

- DDA – John Bell
 - i. Tax abatement policy was discussed. Real estate community has had positive feedback
 - ii. Breakfast on 3/20/15 at township offices, public welcome
- Planning Commission – Carl Towne
 - i. No meeting, cancelled
- Board of Trustee’s – John Hicks
 - i. Potentially more residential developments
 - ii. Casterline property on ten mile was approved for private development
 - iii. TAP grant, not DNR grant, was more favorable for our needs
 - iv. Scope for township hall was defined
 - v. Agreed to adopt tax abatement policy
 - vi. Agreement reached for dog war memorial
- LEO – Lyon Events Organization - John Bell
 - i. Received \$6000 in seed money from BoT’s for new summer events
 - ii. LEO is a Non-profit & will offer 501c-3 groups to be at festivals at no cost. They will be required to supply own equipment/items for event.

8. Lyon Township items from Rose Case

- None, possible park opening around Easter (typically April 1st)

9. PAB Subcommittee Report

- Sports Subcommittee
 - i. Chris offered Scott agreement feedback for Junior League park usage. To be allowed to use two baseball fields with no money coming back to township. JL will maintain physical state of fields and potential investment of pitching lanes
 - ii. Junior League also expressed interest in more baseball field locations including significant financial contributions. Future locations will be sought out, 11 Mile Road location could be considered if a significant financial contribution is presented.
 - iii. No communication from the lacrosse teams to Scott.
- Field/Pavilion Fee Structure Subcommittee
 - i. Comparison with local community rates was provided
 - ii. Electricity will be available at all pavilions soon and access will be locked. A key pick up and deposit will be required for electrical use during rentals. Once the key is returned form the renter, a \$25 deposit will be refunded.
 - iii. Concerns about liability insurance. Volunteers are covered under township’s policy. The executive Board will look into insurance and liability language on rental agreements. PAB secretary to write request of executive board to review rental agreements. [Jennie, please send it to Chris once complete.](#)
 - iv. PAB suggests the following for pavilion rental prices

1. Full day rental of one pavilion by a resident or local non-profit organization to be \$75, including \$25 returnable deposit once electrical key is returned and pavilion cleaned by renter.
2. Full day rental of one pavilion by a non-resident or business organization to be \$125, including \$25 returnable deposit once electrical key is returned and pavilion cleaned by renter. Chris to take a written document to the executive board. [Jennie, please author.](#)

Motion to approve new prices

Ayes Unanimous

Nays None

- Park-time Park Manager job description subcommittee
 - i. No update today, Jason and John to get together for a future update
- Ice Rink Subcommittee (near location #2 at Atchinson Park)
 - i. Jason is compiling comparable specifications from competitive manufacturers.
 1. He needs more information for what the requirements are? Is this free and recreational? Rented item? Maintenance costs and concerns? Will this be an outdoor rink that we could provide? Jason to review low end of proposed location with actual ice and have an additional synthetic rink. Scott to assist Jason in research.
 - ii. Jason will communicate to the group approx. one week before the meeting with information and will provide a short presentation next meeting.

10. New Business

- LEO proposed actions
 - i. Kite Festival, stand alone event this year, two days, at the top of the hill, professionals here for both days, kid oriented weekend!
 1. Will be supported by Oakland County with a few games/activities and a few 20x40 tents.
 2. Road closed for the weekend event.
 - ii. Summer Fun Fest, stand alone again carnival. Potential fireworks, launching Friday and Saturday near baseball fields.
 1. Fire department to confirm methane gas won't be a concern.
 2. Will be supported by Oakland County with a few games/activities and a few 20x40 tents.
 3. Location will be empty outlots near TSC and Arby's. Oakland County has approved road closure for the weekend event.
 4. Potential for color run or other timed racing event.
 - iii. First, International ethnic food festival at outlots.
 1. No tents available, Oakland County will supply trailer/stages however.
 - iv. Scott to verify no field rental for Junior league and field rental and potential conflicts
 - v. John to bring map to next meeting.
 - vi. Point is to bring awareness to new Hudson and Lyon Twp.

Motion: LEO chairman to fill out long special event application by April 6 and be returned to admin board. Letter form our secretary to various groups [Jennie, please author a document to the various groups instructing them to fill out a written application.](#)

Ayes Unanimous

Nays None

11. Unfinished Business

- Disc golf – update
 - i. Potential eagle scout project for making an information kiosk. Plans distributed to PAB and discussed with scout candidate. He and his father both showed eagerness for the project.
 - ii. Eagle scout needs to fill out workbook, make a presentation at next meeting to PAB. [Please add to agenda for April meeting, name of scout was not provided at the meeting.](#)
 - iii. Boulders are requested for out of bounds areas. Conversation has been made with local construction companies to set aside rocks, Sean is willing to pick up from construction sites. Carl to bring up at planning commission meetings; or current grubbing on adjacent sites.
 - iv. Signs and tee signs will have a small labor cost in addition to materials for possible wooden signage. Pvc and polyethalane also options. All have very local manufacturers. Quotes and photos of different materials available in April.
 - v. Board to vote on name of April 6th on “The Lyon’s Den”, second choice was “Lyon Highlands” and potential art work with proposed option was distributed.
- Park Illumination – update
 - i. Installation of panels approx. May 1.
- Safety Town project – Update
 - i. Layout has been revised, cut back from 45 houses to a more containable 25 houses. A budget has been proposed (will follow).
- Naming of Pavilions
 - i. Julie distributed potential list of pavilion names. List will also be distributed to all members for voting. Results will be distributed prior to April meeting.
- Trails and non-motorized pathways – update
 - i. No update
- Eagle Scout Projects
 - i. no update, potential sign for disc golf board

12. Motion to adjourn meeting at 8:29 p.m.

A voice vote was called: Ayes Unanimous

Nays None