

Parks and Recreation Advisory Board
Regular Meeting Minutes
May 21, 2015

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

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

Approval of April 16, 2015 meeting minutes:

Voice vote: Ayes Unanimous
 Nays None

Approval of Agenda:

Voice vote to approve agenda
 Ayes Unanimous
 Nays None

Announcements and Communications:

- Electrical is complete at the pavilions

Presentations:

- John Bell will present the Lyon Township color run at the June meeting

Call to Public:

- None

Reports:

9a. SLARA update:

- None

9b. Community Center Committee

- Committee reviewed presented building cost estimate and estimated yearly operating costs based on a small, medium and large conceptual plan.

9c Liaison Reports

9ci. DDA

- Funds approved for Chamber breakfast at the newly electrified pavilion

9cii. Planning Commission

- Concepts reviewed for developments along 8 mile. No movement forward
- Set back change requested in Tanglewood
- Parking changes requested at Cummins
- Jimmy John's needs special land use for drive in. Will review at next meeting

9ciii. Board of Trustee's

- Meeting outline sheet was submitted, no questions or comments

9d. Lyon Township items from Rose Case

- Money is coming in for photo shoots
- Pavilions booked until after Labor Day

9e. PAB Subcommittee Report

9ei. Sports Subcommittee

- SL Junior League has tentative plans as well as some confirmed dates for baseball fields.
- No new proposal from SL Junior League for capital improvements
- Parking at baseball fields could use some attention, very rough and holds water

9eii. Field/Pavilion Fee Structure Sub-committee

- Chris Doozan handed out proposed pavilion rental agreement. Still need to review insurance requirements
- Naming of pavilions went to Board for approval. They were approved. Looking at adding a QR code for additional information of person pavilion is named after.
- Sign to be installed up in gable of pavilion for best visual and least likely to become vandalized.

- Suggested to remove item #1 under Conditions of Use in pavilion rental agreement. Need to add the work “prior” under item 4i under Conditions of Use to read “without prior specific approval”
- Add verbiage to pavilion rental agreement regarding the key for the electrical box.

Motion to approve pavilion rental agreement form with comments above

Voice vote was called:

Ayes Unanimous

Nays None

9eiii. Part-time Park Manager job description subcommittee

- No update

9eiv. Ice Rink subcommittee

- Passed out artificial ice rink packet for review and discussion at June meeting

Motion to accept ice rink subcommittee’s report and investigation of ways to implement

Voice vote called:

Ayes Unanimous

Nays None

New Business:

Item 10a – Spark Plug event application

Motion to recommend approval of application for Spark Plugs car show and swat meet

A voice vote was called

Ayes Unanimous

Nays None

Item 10b – Kitefest event application

Motion to recommend approval of the application for Kitefest

Voice vote called:

Ayes Unanimous

Nays None

Item 10c – Discuss e-mail suggestion

- There are good comments and ideas. Possibly look at addition of sand volleyball courts

Item 10d – Lyon Township capital improvement project planning

- Look at criteria and possible suggestions – come with ideas to add or improve list at June meeting

Item 10e – Oakland County economic outlook summary

- Economic summary projections handed out for review. County is positively progressing

Unfinished Business:

Item 11a – Disc golf update

- Starting to work on tee pads and holes.
- Quote submitted for fairway mowing.
- Who is to coordinate the garbage cans throughout the course? A conversation has happened with Duncan and they are interested in helping. Would like to have 10 garbage cans located at every other hole
- Golf fees to go towards course maintenance and mowing.

Motion to recommend first 3 mowing's to be paid by project budget.

Voice vote was called:

Ayes Unanimous

Nays None

Item 11b – Park Illumination

- Electrical complete – discussing lights for pavilions

Item 11c – Safety Town update

- No update

Item 11d – Trails and non-motorized pathways - update

- TAP grant application has been submitted

Item 11e – LEO events

- There is an agreement to use the property to the West of Arby's for Summerfest
- There is an interest in starting Winterfest for 2016
- Suggestion to have a food truck rally – will suggest to LEO

- There is a challenge to naming one of the pavilions after Sorenson. Should it be changed to a more prominent name – discuss at the June meeting? At this time we move forward with the names submitted and approved by the Board. Could there be a naming opportunity at the ball fields?

Motion to adjourn meeting at 8:39 p.m.

A voice vote was called: Ayes Unanimous

Nays None

Respectfully submitted

Jennifer Urtel

PAB Secretary