

Parks and Recreation Advisory Board
Regular Meeting Minutes
June 19, 2014

Meeting called to order by Ms. Jennie Urtel, Secretary at 7:05 p.m.

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

Approval of May 22, 2014 meeting minutes with the following corrections:

- 9f. Correct spelling of “zombie”
 - 10a. Change terminology of “matrix” to “flow chart”
 - 10c. Change “handed out park plan” to “handed out Elkow Park Plan”
- Voice vote: Ayes Unanimous
 Nays None

Approval of Agenda:

Voice vote to approve agenda with the following additions and deletions; add item 10b – Park Illumination, add item 10c – Concept review of Elkow Park / ITC

Ayes Unanimous
Nays None

Announcements and Communications:

- Zombie run event organizers were happy with how the overall event turned out. Would like to do more events in the Atchison Park in the future
- Kite Fest Extravaganza meeting this evening (June 19, 2014) event is moving forward

Presentations:

- Operation Injured Soldier – this is the 8th annual ride. The event is being held on July 12, 2014. The park is cleaned the next day, have health certificate as required, insurance certificate submitted. The event helps to raise money to send Soldiers to many different recreation, sporting, hunting events throughout the year.

Motion to recommend Operation Injured Soldier Ride and Picnic to Township Board for approval

A voice vote was called: Ayes Unanimous
 Nays None

Call to Public:

- New DDA Economic Advisor introduced herself to the Committee, Christina Archer (Tina). Looking forward to working in Lyon Township.

Reports:

9a. SLARA update:

No update

9b. Community Center:

No update

9c Liaison Reports

9ci. DDA – no new information

9cii. Planning Commission – Creekside South located on the south side of 11 mile road between Milford and Martindale. 75 homes, quite a bit of water issues. Quite a few public participants in attendance with questions and concerns. New subdivision will connect with Hidden Timbers, concerns that new subdivision will have sidewalks per Township requirements but Hidden Timbers does not as it was constructed prior to the Township's sidewalk requirement. More information from developer requested.

Current Mulligan's property owners asking for a variance due to property acreage. Township requires 40 acres for development but only 28 acres available. Want to build a tennis / swim club.

Stoneleigh development asking for acreage variance

Concerns regarding the amount of development and traffic in area. Studies were recently done by Oakland County. Results can be seen on SEMCOG website.

9ciii. Board of Trustee's – Rathmore Park, approx 95 units, approved.

Full time Building Official hired along with a part-time employee.

Looking to install a card reader at front entry of Township Hall

\$5,000.00 approved to add transformer for power in pavilion

Noise study approved for area around waste water plan

Expansion of Township Hall. 4 Architectural firms submitted proposals. Looking to more efficiently layout furniture with a possibility of adding 500 square feet to building.

Millage approved for Police and Fire Department on August primary ballot. If Fire Department approved their primary funding source will be through the millage which will free up general fund which is how Fire Department is currently funded.

9d. Lyon Township items from Rose Case

Bosch is going to use a pavilion for team building outing

Spark Plugs using park on June 21st

June 28 & 29 park will have a graduation party and radio club

July 12 will the Operation Injured Soldier Ride and Picnic

July 14-21 Kite Fest Extravaganza

No events scheduled for August

Question regarding the pavilion rental form – there is no time noted or designated on the form, does this mean the requestor gets the pavilion for the entire day?

What fee is Bosch paying for the use of the pavilion, business or individual?

9e. PAB Subcommittee Report

9ei. Sports Subcommittee

- o No update

9eii. Field/Pavilion Fee Structure Committee

- o No update

9eiii Park Rules Ordinances / Sign Committee (John Bell, Jason Bibby, and Dean Whitcomb)

- o John Bell passed out sign layout. Getting additional quote. Will there be any verbiage on back of the sign? Will it be visible? No verbiage planned for the back of the sign as it won't be visible.

9eiv Movies in the Park Subcommittee

- o Carl Towne asked to be removed from Subcommittee

9ev Trails and Non Motorized Pathways subcommittee

- o A meeting will be held on August 13th at 1:30 pm addressing trails for anyone to attend. Trying to confirm meeting location.
- o Jason Bibby sent an e-mail link regarding trail improvements in Novi

9f. Event update

- Previously discussed

New Business:

None

Old Business:

Item 11a – Status of park map

- Have latest aerial for current reference. Started to create line drawing without aerial background

Item 11b – Park Illumination

- Previously discussed

Item 11c – 11 Mile / Milford Park Area

- Discussion in process trying to develop strategy to try and acquire funding help from ITC

Item 11d – Special Event process mapping

- Chris Doozan passed out updated flow chart based on Committee comments

Motion to recommend Special Events Application Process to Township Officials

A voice vote was called: Ayes Unanimous

Nays None

Motion to adjourn meeting at 8:15 p.m.

A voice vote was called: Ayes Unanimous

Nays None

Respectfully submitted

Jennifer Urtel

PAB Secretary