

SOUTH LYON PARKS AND RECREATION COMMISSION

MINUTES

Wednesday November 11, 2009

Meeting was called to order at 6:33 pm by Chairperson Orlando.

Present: Dianne Beagle
Robert McConnell
Lori Mosier
Michael Orlando
Erica Wilson

Kristen Delaney - City of South Lyon
David Murphy – Manager, City of South Lyon

Michael Kramer – South Lyon City Council
Randy Clark - Visitor

Absent: none

Approval of Minutes - Motion by Wilson, supported by McConnell, to approve the minutes of the October 14, 2009 meeting. Motion carried unanimously.

Approval of Agenda - Motion by Wilson, supported by Mosier, to approve the agenda for the November 11, 2009 meeting. Motion carried unanimously.

Citizen Comments - Mr. Clark stated he would just like to watch the meeting and may have several questions later. Mr. Kramer stated that as a newly-elected Council member, he felt it was important to see how the various Commissions operate.

I. OLD BUSINESS

- 1. McHattie Park** - Delaney stated that the port-a-potty had been scheduled for removal at the beginning of November. She had not been to the park to verify that it was gone. It will be returned to the park when the rest room building is closed for the winter.
Delaney also stated that the DPW will be removing the old, unsafe play equipment currently located in the southwest corner of the park. This will occur in the spring.
- 2. Drinking Fountain at Paul Baker Park** - Delaney and Mosier stated that there was no money in this year's budget for purchase and installation of a drinking fountain in the park. Delaney suggested that this be added to the Commission's short-term goal list. Murphy instructed the Commission to create a list of goals for next year, prioritize the items, obtain costs if

possible and submit it to him. He cautioned that with the reduced revenue stream the City is experiencing, it will be a struggle to maintain services let alone add things. However, he will include as many of the Commission's goals in the City budget as he can for presentation to City Council.

- 3. McHattie Park Parking Lot Repairs** - Mosier stated that there was \$15,000 allocated for this repair in the 2009-2010 budget (which S. Renwick confirmed). Since the weather precludes beginning the work now, this will be done in spring 2010.

McConnell inquired about the triangular piece of property along the park entrance drive that Michigan Seamless Tube had donated to the City. Had this piece been deeded to the City yet and what were the plans for its use? Murphy confirmed that the City does now own the property and there currently were no plans for it. The Commission will investigate if there is a need for additional parking and if this area could be utilized for that.

- 4. Park Usage Requests** - Murphy had given Delaney a section from the City's Charter which related to the Parks and Recreation Commission. It contains detailed definitions, rules, regulations and specifications regarding the structure of the Commission along with use of the public parks.

Commissioners agreed that there was still a need for a document for general public use to explain in brief, layman's terms the basic uses, rules and reservation procedures for the parks. This document would be available via the City's website or at City Hall. Delaney will complete the draft form she had begun, using suggestions offered by Commissioners, and bring it to the next meeting for review.

- 5. Commission Goals for 2010** - Commissioners determined that establishing, prioritizing and obtaining costs for these short term goals would require an entire meeting. The Commission will hold a special meeting for this purpose on Thursday December 10, 2009 at 6:30 pm. The document will be finalized at the January 13, 2010 meeting and presented to Murphy at that time, per his request.

- 6. Jingle Bell Walk** - Delaney stated that the DDA and Chamber of Commerce thought this was a great idea and were in full support of the Commission's plans. Wilson will plan and map out the route. She will also contact Crossroads Grill regarding a hot chocolate stand at the corner of the restaurant. Delaney will obtain jingle bells and ribbon and add a promotional blurb to the City's website. Beagle will contact the Herald regarding an article to promote the Walk. Wilson stated that some of her students could assist with cutting ribbons and stringing bells.

The Walk will begin at 3:30 pm on December 5th. It will proceed throughout the downtown area, past as many stores as possible, and end at the hot chocolate stand, in time for the parade and the culminating tree lighting ceremony. This will be a friendly, family stroll designed to encourage people to come downtown, get a little exercise and enjoy the festivities.

II. NEW BUSINESS

- 1. Parks and Recreation By-Laws** - Commissioners agreed that the information contained in the City Charter regarding the structure and operation of the Commission was valuable but by-laws were still required. Items such as definition of a quorum, an absence policy and standard operating procedures need to be established. Delaney will tailor a copy of the DDA by-laws for Commission review at the next meeting.
- 2. Landscape Architectural Services** - Wilson stated that Don Beagle had previously performed these services for the Commission free of charge. He indicated to the Commission that he will continue to do so. Commissioners asked Mr. Beagle to attend the special December meeting to assist with the preparation of the short term goals.

III. Commission Comments - None.

IV. Adjournment - Motion by Wilson, supported by Mosier, to adjourn the meeting at 7:43 pm. Motion carried unanimously.

Upcoming meetings/events:

- December 5 – Jingle Bell Walk
- December 9 – City Holiday Celebration
- December 10 – Special Meeting
- January 13
- February 10

Submitted by: _____

Michael Olando, Chairperson

Dianne Beagle, Secretary