Village of Bellaire
PARKS COMMITTEE
Patricia Drollinger, Chairman

Eldon McPherson   **Helen Schuckel**

COMMITTEE MEETING MINUTES
January 21, 2015
11:00 a.m.

1. **Call to Order:** Chairman Drollinger called the meeting to order at 11:00 a.m.

   Attendance
      Present: Chairman Drollinger, Trustee McPherson and Trustee Schuckel
      Absent: None
      Staff Present: Lori Luckett, Clerk; Ken Stead, DPW Superintendent
      Also Present: None

2. **Approval of Agenda:** The agenda was approved.

   Motion by Trustee McPherson, seconded by Trustee Schuckel, to approve the agenda as presented. Motion carried by unanimous voice vote.

3. **Approval of Minutes:** The minutes were approved.

   Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of August 13, 2014 as presented. Motion carried by unanimous voice vote.

4. **Public Comment on Agenda Items:** None presented.

5. **Old Business –** None presented.

6. **New Business**

   a) Signs at Richardi Park and Walking Path: Clerk Luckett presented photographs of sign samples for the walking path. She informed the committee that she had informally requested a price quote from Pro Image Designs, a company with whom the Village has done business, for various sign sizes and types. Clerk Luckett presented a sign sample of a 2' x 3' aluminum sign, and a rough cost estimate based on the number of signs digitally imprinted. The committee reviewed placards that had been located throughout the walking path in previous years. The committee agreed that a walking path site map should be more professional and include points of interest, mileage notations and certain amenities. The committee agreed that requests for bid should include a price for artwork. There was discussion that local businesses might be interested in purchasing a walking path sign as a means of advertising and that each sign sponsor would be identified on purchased sign. Discussion continued about the number of signs and the prudence in having replacement signs available. The committee agreed to include the current cost estimate in the 2015-2016 proposed budget but requested that Clerk Luckett request an additional quote that included 12, 2' by 3', digitally printed aluminum signs and artwork.

   b) 2015-2016 Budget Items **-** The committee reviewed the Parks Fund budget by line item, comparing last fiscal year's approved amounts with actual expenditures through November 30,

2014. Chairman Drollinger asked how actual park revenues compared to projected revenues last fiscal year's approved budget. After reviewing General Fund revenues, she noted that actual revenues had increased. There was discussion about the expenditures by line item. Chairman Drollinger recommended that a larger wage amount be allocated to Richardi Park to account for the hiring of a full-time DPW employee. The committee acknowledged that increasing that wage line item would result in corresponding increases in wage-related line items. There was discussion about line items that did not have amounts. The committee reviewed each line item and made adjustments to Repairs & Maintenance, accounting for repairs to the Richardi bath houses, purchases of two picnic tables, split rail fence/post repairs, and wooden walking path repairs. Capital Outlay & Transportation Station amounts were also addressed to account for walking path signage and storage for Richardi bath house supplies. The committee proposes that an amount of $5000 be set aside annually for replacement of the transportation station. There was discussion about hiring a life guard and swimming instructor to offer lessons at Richardi Park. Clerk Luckett suggested that a request for interest in the position/positions could be posted on Facebook and the Village website.

7. **Discussion Items:** None presented.

8. **Communications/Informational:** None presented.

9. **Member/Public Comment:** None presented.

10. **Adjournment:** Meeting adjourned at 11:53 a.m.

Compiled by Lori Luckett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____