

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairman

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

February 25, 2015

1:00 p.m.

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

Attendance

Present: Chairman Drollinger, Trustee Schuckel and Trustee McPherson

Absent: None

Staff Present: Lori Lockett, Clerk; Cathy Odom, Treasurer

Also Present: Mr. James Emery, Bellaire Public Schools

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 voice vote.

3. **Approval of Minutes:** The minutes of the January 21, 2015 committee meeting were approved.

Motion by Trustee Schuckel seconded by Trustee McPherson, to approve the minutes of the January 21, 2015 committee meeting as presented. Motion carried by voice vote.

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

5. **Old Business**

- a) **Walking Path Signage:** The committee reviewed the estimates Clerk Lockett received from Pro Image Design and Image 360. Clerk Lockett explained that she had requested quotes for 12 aluminum signs, including artwork, showing the walking path within the Village of Bellaire, mileage notations, points of interest and amenities, including animal waste stations. Clerk Lockett noted that each company has installed signs for businesses within the Village and that from her perspective as zoning administrator, were very good to work with. Clerk Lockett informed the committee that the DPW has steel posts from MDOT signs that could be repainted and reused. After comparison of the quotes for 12, 24" x 20" aluminum signs, proposed sign locations were discussed. Mr. Emery noted that signs in the Village would be appreciated by visitors. Chairman Drollinger suggested that signs could be placed at the kiosk and Craven Park. The committee discussed various sizes of signs and concluded that 24" x 20" was a good size for the walking path but that the number of signs should increase. The committee decided to recommend the proposal from Image 360 with the possibility of increasing the number of signs to 15 or more depending on the price break. The committee would like to approve the signs.

Motion by Chairman Drollinger, seconded by Trustee Schuckel, to recommend to the village council that, contingent upon passage of the budget including the amount for signs, it accept the bid from Image 360 with modifications for increasing the number of signs to 15 and with the committee seeing a sample sign. Motion carried by voice vote.

6. New Business

- a) **Use of sports fields by Bellaire Public Schools:** Mr. Emery explained that it was not the school's intention to not sign the agreement. He just wanted the opportunity to address some concerns that the coaches had expressed to him before this season. Mr. Emery recalled a meeting that had occurred with Little League, the school and the Village a couple of years ago. Some of the concerns had been addressed at that time. Bellaire Public Schools have been paying \$3200 for use of the fields for years; \$2000 for use of Craven Park, \$1200 for use of the soccer fields. Mr. Emery acknowledged that the payments assure right of first use of the fields but suggested that the schools should not be the only entity paying for their use. Last year coaching staff mowed the ball fields in preparation for districts. The school is responsible for cleaning the restrooms in April. The soccer complex is used by the school from mid-August to first week of October. Other groups, including AYSO, use the complex in September and October and in the spring, yet they are not charged. Chairman Drollinger reviewed the expenses to maintain the soccer fields, noting that the Village pays over \$2,000 per year to fertilize the soccer fields; the fee paid by the school is half of that cost. There was discussion about possible cost sharing by other groups using the fields. Chairman Drollinger expressed her concern that adding a fee could possibly be cost prohibitive for parents and keep little kids from participating in sports. She wondered if the school is being pushed in that direction. There was a question of whether AYSO could be charged or if Rotary had placed a restriction on assessing a fee to use the soccer complex. Mr. Emery requested that DPW staff check the field for mowing more frequently to keep the weeds down, particularly in the outfield. Chairman Drollinger recounted committee efforts to work with coaching staff to improve the condition of the ball fields but stated there was no follow through. Mr. Emery also asked if DPW could look at securing portions of the chain link fence in the outfield. He will provide a game schedule to the Village. Discussions continued after Mr. Emery left the meeting. The committee reviewed the proposed Antrim Coed League schedule and discussed the possibility of assessing fees to use of the fields and facilities. There was discussion about supply usage and replacing dispensers in the restrooms. Chairman Drollinger made a motion to recommend to the Village Council to upgrade the toilet paper dispensers at Craven Park.

Motion by Chairman Drollinger, seconded by Trustee Schuckel, to recommend to village council to upgrade the toilet paper dispensers at Craven Park. Motion carried by voice vote.

The committee continued discussions about whether the Village should consider charging fees for leagues/teams/groups/organizations to use the park facilities. The committee intends to address proposed fees with the village council at the next regular meeting. The committee decided to schedule another committee meeting and invite interested parties, including AYSO, the Coed League, Little League and the school, to discuss user fees. Committee members had a question whether there was a restriction that would prohibit a fee being assessed to AYSO. Staff will research this question. Clerk Luckett was directed to contact each organization with a request to attend a Parks Committee meeting on Wednesday, March 11, 2015 at 5:00 p.m.

- b) **Glacial Hills website:** Trustee McPherson stated that he had reviewed the website and was impressed with the maps. He and Chairman Drollinger shared positive comments about the site being easy to use. Chairman Drollinger. Clerk Luckett informed the committee that Antrim County and Forest Home Township had already approved the website. The committee agreed to recommend approval of the website to the village council.

Motion by Chairman Drollinger, seconded by Trustee McPherson, to recommend to village council that proposed Glacial Hills website be approved. Motion carried by voice vote.

7. **Discussion Items:** There was discussion about revisiting event fees for use of Richardi Park. The committee members agreed that the current fee structure should be reviewed.
8. **Communications/Informational:** None presented.
9. **Member/Public Comment:** None presented.
10. **Adjournment:** Meeting adjourned at 2:25 p.m.

Compiled by Lori Lockett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____