

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairman

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

November 18, 2015

10:00 a.m.

1. **Call to Order:** Chairman Drollinger called the meeting to order at 10:12 a.m.

Attendance

Present: Chairman Drollinger, Trustee McPherson and Trustee Schuckel
Absent: None
Staff Present: Lori Luckett, Clerk; Bradley Keiser, DPW.
Also Present: None.

2. **Approval of Agenda:** The agenda was approved.
Motion by Chairman Drollinger, seconded by Trustee McPherson, to approve the agenda as presented. Motion carried by voice vote.
3. **Approval of Minutes:** The minutes were approved.
Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of March 11, 2015 as presented. Motion carried by voice vote.
4. **Public Comment on Agenda Items:** None presented.
5. **Old Business –** None.
6. **New Business**
 - a) **2016-2017 Budget Items:** Luckett reported that she had discussed potential budget with Ken Stead before he went out on leave. The items included painting the floors in the Richardi Park bathhouse; repairing and repainting the exterior of the Craven Park bathhouse; and replacement of bulbs in parking lot lights. Other items included removing dead trees and repairing fencing. Luckett showed the committee photographs of the bathhouse. The committee agreed that the stucco on the exterior needed to be repaired and repainted. Keiser reported that there were a number of trees that needed to be taken down in the park and that the Antrim County Conservation District had agreed to cut and clean up the wood if the Village dropped the trees. Luckett reported that, if there is a community tree grant program next year, she would like to have the trees planted in Craven Park. She asked for permission to have the DPW identify and remove the dead trees and old posts that obstruct mowing. There was discussion about the cost of repairing and repainting the exterior of the Craven Park bathhouse. The committee agreed that it would be more economical to repair the stucco. It was thought that it would take 10 hours to repair and repaint the bathhouse. The committee discussed colors and suggested the bathhouse be painted sandy tan and the T-111 peaks forest green. The committee reviewed budget amount for last year's repairs and maintenance. Keiser asked about the amount in the budget for picnic tables in Richardi Park and noted the tables had not been ordered. He reported that there were four tables at Craven Park that needed to be replaced. Keiser added that the bathhouse doors and some exterior lights also need to be replaced. County permit fees are to be

added. According to Trustee McPherson there are signs in Richardi Park and two broken benches that need to be replaced. Chairman Drollinger thought \$20,000 would cover repairs and maintenance in all the parks. Luckett asked about the types of signs in Richardi Park to be replaced. They were identified as No Lifeguard On Duty and are similar to road signs. Trustee McPherson suggested that the sign postings that are falling apart be removed. DPW staff was directed to remove dilapidated signs. Keiser asked about renting a grinder to remove tree stumps. The committee thought that trees and stumps could be removed in the current budget cycle. Keiser showed the committee a sign that had been made to prohibit parking for baseball games in the campground. The committee agreed that a professional sign needed to be prepared. Luckett was directed to contact the sign company that had designed the walking path signs. The campground lights and poles in the playground area and back of the bathhouse will be repaired or replaced. Keiser asked about removing a structure south of the batting cage that is not being used. Trustee McPherson and Chairman Drollinger suggested that he contact the coaches or the athletic director; if they are not using it go ahead and take it down.

Before the end of the current budget cycle the DPW is to remove old posts, drop the dead trees, rent a stump grinder to grind the stumps and purchase the picnic tables for Richardi Park.

The committee proposed that \$8000 be allocated to Capital Outlay for park improvements, including the transportation station. The committee suggested that the approved 2015-2016 budget line item amounts be carried over to the 2016-2017 budget. There was a question about whether the repair and maintenance amount included wages. The committee estimated that four aluminum picnic tables would cost \$2000; doors would cost \$3000; painting of the bathhouse at Craven Park \$5000; benches and signs would bring the total to less than \$20,000. With the additional amount for treatment of the soccer fields, the committee agreed that the repair and maintenance budget should be increased to \$25,000.

Motion by Chairman Drollinger, seconded by Trustee Schuckel, to recommend to the village council that the proposed Parks budget be approved. Motion carried by unanimous voice vote.

7. **Discussion Items:** None presented.
8. **Communications/Informational:** None presented.
9. **Member/Public Comment:** Chairman Drollinger complimented DPW staff on the work in Craven bathhouse interior. There was brief discussion about the sale of firewood at Craven Park. Keiser noted that a local resident advertised the sale and delivery of firewood to the campground. This past season, a camper also sold firewood.
10. **Adjournment:** Meeting adjourned at 11:00 a.m.

Compiled by Lori Luckett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____