

Village of Bellaire

PARKS COMMITTEE

Patricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

COMMITTEE MEETING MINUTES

May 6, 2019

11:00 a.m.

1. **Call to Order:** Chairperson Drollinger called the meeting to order at 11:02 a.m.
2. **Attendance**
 - Present:** Chairperson Drollinger, Trustee McPherson and Trustee Schuckel
 - Absent:** None
 - Staff Present:** Lori Lockett, Clerk and Bradley Keiser, DPW Supervisor
 - Also Present:** Rachel Krino
3. **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.**
4. **Approval of Minutes:** The minutes of the April 3, 2019 meeting were approved.
 - Motion by Trustee Schuckel, seconded by Trustee McPherson, to approve the minutes of April 3, 2019 meeting as presented. Motion carried by voice vote.**
5. **Public Comment on Agenda Items:** None presented.
6. **Old Business:** None presented.
7. **New Business**
 - a) **Paddle Antrim' request for funding commitment:** Chairperson Drollinger reported that Paddle Antrim is looking for funding to support the trail signage from each site owner. Paddle Antrim is working on the match portion of a recent grant award. Various communities have committed between \$1000 to \$5000 to show their support of, and commitment to, the trail. There was discussion about funding available in the budget. \$5000 has been put aside in capital outlay for the kayak launch. Trustee McPherson thought money set aside for the kayak launch could be used to support the request from Paddle Antrim. Clerk Lockett and DPW Supervisor Keiser explained the recent grant request from the village to Paddle Antrim. Chairperson Drollinger suggested that \$1000 be allocated to support the signage. Clerk Lockett asked whether that the amount covered all sites. There was discussion about the grant and matching funds requirement. Motion was made by Chairperson Drollinger to recommend that \$1000 be taken from money set aside for kayak launch and donated to Paddle Antrim.
 - Motion by Chairperson Drollinger, seconded by Trustee McPherson, to recommend to village council that \$1000 be taken from the money set aside for the kayak launch and donated to Paddle Antrim.**
 - Motion carried by voice vote.**
 - b) **Water Trail Signage:** The committee reviewed the email from Deana Jerdee regarding the specific information and pictograms to be included on the signs. The signs are located north of the bridge and on the upper chain. There was discussion that in addition to the paddler, where appropriate, signage include pictograms of the boat launch, biking path, walking path, restrooms, and swimming.
 - c) **Proposed Skate Park Update:** Rachel Krino provided a quick update of the progress with a permanent skate

park. She explained that they are working with Glacial Hills and their funding opportunities to put a skill park in. Apparently, the original Glacial Hills plan included something in Richardi. The two groups will work together. The proposed plan is to put in some temporary features in order to build excitement about the skate park. Ms. Krino's husband would like to build some features to be used yet this summer and that would be removed before snowfall. The features would be high quality. He would like to construct the mini ramp, quarter pipe, bank, and pyramid. Chairperson Drollinger expressed concern about safety. Ms. Krino explained that they are not bolted down, but are very heavy. There was discussion about rules. Ms. Krino showed photographs of signage in Ann Arbor. The signage reads: "No bikes allowed. Is unsupervised. Use of facilities is at your own risk. The City of Ann Arbor assumes no liability for any injury or damage to you or your property resulting from your voluntary usage of the skate park." Ms. Krino offered to develop a sign. Supervisor Keiser asked whether this was any different from ice hockey or swimming. Could the village just put a warning at the entry to the park? Ms. Krino offered to have features approved by Mr. Keiser. Ms. Krino was asked to bring more detailed specs and proposed signage to the next council meeting. If signage is for the entire park, Ms. Krino requested cost sharing. There was discussion about the location of signage; possibly the basketball court and parking lot. Chairperson Drollinger requested that a sign mockup be brought to village council. There was discussion that the legal counsel be asked whether signage was required. The language about the skate park etiquette was discussed. Ms. Krino will put together a sample sign. Clerk Lockett was directed to contact the attorney to see if a liability sign was required at the entrance to the park. Ms. Krino suggested that the village pursuing redevelopment ready community status opens up patronicity crowdfunding options for matching and other wayfinding grants. Motion to recommend to village council to allow portable skate park features at Richardi Park to draw people in.

Motion by Chairperson Drollinger, seconded by Trustee Schuckel, to recommend to village council that they allow portable skate park features at Richardi Park to draw people in. Motion carried by voice vote.

Ms. Krino stated that skate park designers will be coming up to evaluate the site. She requested that Supervisor Keiser attend their visit. Signage will be worked on and provided before the village council meeting.

- d) **Ordinance regarding host liquor liability in the park:** The committee reviewed the current ordinance regarding use of liquor in the pavilion. Clerk Lockett reported about two recent issues with insurance and reminded the members of Chief Drollinger's concern that consumption be allowed around the perimeter of the pavilion. Trustee McPherson thought the provision should specify the type of insurance with the village as an additional insured, and the limits of liability. He cited Meadow Brook's requirements for the conservation club's event. There was discussion that the ordinance should require host liquor liability with the Village as a named insured, \$1,000,000 limits of liability; no alcohol beyond 25' perimeter of the pavilion; no alcohol on the beach; and no glass containers in the park. There was discussion about requiring a security deposit for cleanup. There was discussion about adding cameras within the park. According to Supervisor Keiser, the biggest problem is people not hauling their trash away. The committee reviewed the reservation form. Language will be changed to specify that "all garbage is the responsibility of the renter; bag and remove all garbage from the park. The reservation form will be updated, highlighted, and brought to village council for approval.

Regarding an amendment to the current ordinance, Chairperson Drollinger made the motion to recommend to village council that alcohol be allowed within a 25' perimeter of the pavilion, no alcohol allowed on the beach, no glass containers allowed in the park; host liquor liability insurance with the village as a named insured and limits of liability at \$1,000,000 required.

Motion by Chairperson Drollinger, seconded by Trustee McPherson, to recommend to village council that alcohol be allowed within a 25' perimeter of the pavilion, no alcohol allowed on the beach, no glass containers be allowed in the park, host liquor liability insurance with the village as a named insured, and limits of liability at \$1,000,000 required. Motion carried by voice vote.

8. **Discussion Items:** Chairperson Drollinger asked about the updates at the Richardi Park restrooms. Supervisor Keiser reported that the electricity has been updated, LED lighting added inside, the water tank grounded, and a security light installed on the peak to illuminate the parking lot and kayak launch site. Weather permitting, he hopes the restrooms will be open next week. All repairs were made shortly after the budget was approved. The restrooms will be open 24/7. Security cameras were installed for this reason. The bathrooms are left open even though the park closes at 10:00 p.m. because the walking path does not close and the park is a staging area for bicyclists, tennis players, and bus stop for Camp Hayo-Went-Ha attendees. Supervisor Keiser reported that Craven Park is open and

water is on at the sites. He noted that there were 16 sites occupied for the Short's Anniversary Party. The shower money has been full. There was brief discussion about the campground occupants who was scrapping for money on a site last year. They are back at the same site. The campground will be monitored to assure that the same does not occur this year. The new picnic tables are out and the lighting in the bathhouse has been converted to LED. Four light fixtures were not working when the bathhouse was opened up. They were converted to LED for \$75. The only issue is the lack of dumpster capacity for removal of all trash when the campground gets busy. Even with 16 sites occupied for Short's Anniversary Party, the garbage cans were full. By the time the receptacles in the campground were emptied there was no room for the trash from the downtown receptacles. American Waste is used to dump the village dumpster. While there used to be a dumpster at the campground, there was a problem with local trash being dumped. There are now security cameras that cover the area. The shed containing football equipment is going to be delivered to the school. This site could be used for a dumpster. There was discussion about getting quotes for next year. Weekly removal of trash from the six-yard dumpster at the shop costs \$118 per month. A smaller dumpster may be less. Quotes will be solicited. Chairperson Drollinger requested that this item be added to the village council agenda. There are 19 receptacles downtown that fill up multiple times per week. Trustee McPherson asked about the unauthorized parking on village property. Supervisor Keiser provided an update. There was discussion that overnight parking was intended for kayak/boat launch parking. This may have to be clarified in the ordinance. A letter from council may be needed. Recently, there was business equipment parked on the property. There was brief discussion about designating a specific area for parking or fencing a portion of the property.

9. Communications/Informational: None presented.

10. Member/Public Comment: None presented.

11. Adjournment: Meeting adjourned at 12:10 p.m.

Compiled by Lori Luckett, Clerk
Minutes Subject to Approval

Approved: _____

Date: _____