

# Village of Bellaire

## PARKS COMMITTEE

Tricia Drollinger, Chairperson

Patrick Boyd

Helen Schuckel

### COMMITTEE MEETING MINUTES

June 9, 2021

7:00 PM

**I. Call to Order:** The meeting was called to order at 7:00 PM.

#### **II. Roll Call - Attendance**

**Present:** Patrick Boyd, Helen Schuckel, and Tricia Drollinger

**Absent:** None

**Staff Present:** Nicole Essad, Clerk and Bradley Keiser DPW Supervisor

**Public Present:** Jeff Hebden

**III. Approval of Agenda:** The agenda was approved as presented.

**Motion by Drollinger, seconded by Boyd to approve the agenda as presented. Motion Passed by unanimous voice vote.**

**IV. Approval of Minutes - April 14, 2021 and April 21, 2021:** The minutes of the April 14, 2021 and the April 21, 2021 meetings were approved as presented.

**Motion by Schuckel, seconded by Boyd to approve the minutes of the April 14, 2021 and the April 21, 2021 meetings as presented. Motion Passed by unanimous voice vote.**

**V. Conflict of Interest:** None presented.

**VI. Public Comment:** None presented.

#### **VII. Old Business**

- a. Craven Park Ballfield Improvements Update:** Mr. Jeff Hebden gave an update regarding the Craven Ballfield Improvements. He stated that he has drafted some estimated costs together, and a timeline of events for the project. He spoke with some representatives from Dura Edge about the fields, and he received some quotes. He stated that Dura Edge builds fields and supply material for infields. Dura Edge will lay out everything, so the local contractors can then start excavation. He stated that Gourdie-Fraser is going to pinpoint the four home plates next week. Then Dura Edge will come out lay out where the infields and outfields will be, and where the fencing will go. Then the local contractors will be able to start excavating. Mr. Hebden then explained that Dura Edge will come back out to bring the top-grade material, and they will final grade everything, build the pitchers' mounds. He stated that once that is done, irrigation and seed can be put in. Finally, the fence can be put in and score

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boards can be put in. He then went on to explain the estimated costs, and where some costs can be cut. He stated that he estimated high so that there were no surprises. General Discussion was held about how the sod will be put down. Mr. Hebden also explained the timeline. Mr. Hebden stated that fencing needs to be done this fall. He stated that there is a quote for fencing, and the Village needs to be jump on this quote to lock in the price. He stated that once we give the ok for the quote, Perfect Fence will order it and store it at their facility until the fields are ready for it. DPW Supervisor Keiser stated that Perfect Fence suggested locking it in because steel prices are going up. He also stated that he talked to local excavators, and they are not going to charge to help with the fields. Chairperson Drollinger asked about fundraising. Mr. Hebden stated that he has started to solicit donations for the scoreboards from local businesses. He stated that if a business donates a scoreboard, then their name will be on the scoreboard for the life of it. He also stated that he has a commitment for one of the scoreboards. He explained that these are wireless scoreboards that can be run out of the dugouts with an app. General discussion was held about the installation of the scoreboards, and layout of the fields. General discussion was held about the Osprey nests and relocating those poles with the DNR's help. Mr. Hebden explained about the subgrade and the top-grade material. He also explained the Dura Edge quote for the diamond dust material. Chairperson Drollinger asked how much in the estimated budget is going to be donations or is it all going to have to be paid. Mr. Hebden stated that he was estimating high because he did not know for sure what materials would be. DPW Supervisor Keiser stated that a new idea is to use Crave Pond for irrigation instead of a well. Mr. Hebden stated that some of the costs would be scaled back a little. He stated the hard numbers would be the site layout, fencing, sod, finish grade excavation and install, and the irrigation would be close. DPW Supervisor Keiser stated that there has been discussion about a banner program for the fences, and this has not even been brought up yet. Mr. Hebden stated that this could be used to fund bleachers and will probably be done last. He also stated that he will be asking for donations for dugouts and such. Chairperson Drollinger stated that the price on the estimated cost sheet could come down by \$20,000-\$30,000. Trustee Boyd stated that he has talked to Site One where irrigation supplies come from, and they are willing to do something. Mr. Hebden will ask Dura Edge to make the quote out to the Village of Bellaire, and the quotes will need to be approved. Chairperson Drollinger stated that between Dura Edge and fencing it is not above the \$200,000. Mr. Hebden stated that is correct, and there only needs to be half put down right now.

**Motion by Drollinger, second by Boyd to recommend to Council that the bids from Dura Edge (\$41,500 for installation and \$40,410 for material) and Perfect Fence (\$121,500) be approved. Motion Passed by unanimous voice vote.**

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DPW Supervisor Keiser stated that the school approved \$50,000, which would be broken into two payments, and would be prepayments of the agreement to use the fields. He stated that the school would be writing a check in June and one in July. Chairperson Drollinger stated that someone asked why the Village is adding a field. She told the person that there will be four new fields, the Village is not just adding a new field. She has not heard anyone be negative about this project. DPW Supervisor Keiser stated that he has heard good feedback about getting out of the lease with the county. Trustee Boyd stated that people are excited for the project, not just the ballfields but the overall Craven project.

### VIII. New Business

- a. **Richardi Park:** Chairperson Drollinger stated that there is still stuff in the park left from the ice rink, that supposed to be taken care of in the spring. She further stated that they cut the bathhouse lock, and put their own lock on the bathhouse, to store items there, when the Village allowed a shed to put in the park for that purpose. Chairperson Drollinger stated that she would like to see the person responsible just be done with it. Trustee Boyd agreed, and stated that if anyone else cut a lock off the bathhouse, basically vandalizing the bathhouse, they would be ban from the park. He stated that their lock needs to be cut off and their stuff needs to be hauled to the DPW for pick up. DPW Supervisor Keiser stated he spoke with others involved in the ice rink, and they are fully on board with the easy rink. General discussion was held about the easy rink. DPW Supervisor Keiser stated that the Zambini belongs to Chris Corbit and it was loaned to be used at the park and he never got it back. Chairperson Drollinger stated that the shed needs to be emptied and everything taken to the DPW garage, cut his lock off the bathroom and take everything from there to the DPW garage, and take the shed to the DPW garage, where it is supposed to be for the summer. She also stated that a letter be sent to him asking him to pick up the things from the DPW. General discussion was held about the letter and another way to lock the bathroom. Chairperson Drollinger stated that the person that the letter should be sent to is Mr. Gary Lockwood. She stated that this Committee feels that he is the one who probably cut the lock off the bathroom to store items for the ice rink in there, and he has left the equipment in the park.

**Motion by Boyd, seconded by Drollinger to recommend to Council that the Village draft a letter to Mr. Lockwood expressing the Village's concerns and that the Village will no longer need his assistance because the DPW is taking care of the ice rink within Richardi Park. Motion Passed by unanimous voice vote.**

### IX. Correspondence/Reports: None presented.

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- X. Member/Public Comment:** Trustee Boyd stated that the Village should investigate a reservation system like what the County has done with Barnes, especially as the Village looks to expand the campground. Chairperson Drollinger stated that she thought it would be easier because there is an online way to pay, and if the reservation system were in coordination with that it would be easier than reservations in the past.

Clerk Essad stated that because of the electric rates increasing, this Committee may want to investigate raising rates for next year. DPW Supervisor Keiser stated that he believes that this Committee needs to investigate the extended stay. He stated that the campground is no longer a vacation spot, but rather a long term stay park in the summer. He stated that some of the prime campsites are taken from the minute the campground is open to the end of the season because of people wanted to stay long term. He also stated that people who are staying monthly are not paying ahead like they are supposed, and so staff must try to get ahold of them, DHHS or Good Samaritan for payment. He stated that there are people who have been kicked out of other parks now staying at Craven long term. DPW Supervisor Keiser stated that the campground should have more turnover rather than the same people staying all summer long. Chairperson Drollinger stated that she stayed at the campground earlier this season and had a great time, but looking at the campground now, she would not stay there because there is so many long-term campers. DPW Supervisor Keiser stated that any changes made should be effective next season. He also stated that maintaining the sites for long term stays is a nightmare. Chairperson Drollinger stated that this Committee needs to look at the two-week length of stay then having the campers pull out for a set number of days then coming back, like the State Parks have. DPW Supervisor Keiser stated that he also thinks that would help with the electric rates. Trustee Boyd stated a two-week limit should be done. Chairperson Drollinger suggest a campground host, one that does not collect money but keeps an eye on things. She also stated that this would allow one person to camp for the season. General discussion was held about reservations and possibilities about the camp host helping with reservations.

DPW Supervisor Keiser gave a brief update about the Downtown Bathrooms. He stated that he received some quotes back, and currently the quotes came back under budget.

- XI. Adjourn:** The meeting was adjourned at 8:01 PM to the call of the chair.

Minutes compiled by:  
Nicole E. Essad, Clerk

**Minutes are subject to approval.**

**Approved:** \_\_\_\_\_

**Date:** \_\_\_\_\_