

**Village of Bellaire**  
**PARKS COMMITTEE**

Tricia Drollinger, Chairperson

Patrick Boyd

Helen Schuckel

**COMMITTEE MEETING MINUTES**

December 23, 2021

6:00 PM

**I. Call to Order:** The meeting was called to order at 6:00 PM

**II. Roll Call - Attendance**

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

**Absent:** None

**Staff Present:** Nicole Essad, Clerk, and Cathy Odom, Treasurer

**Public Present:** Rachel Krino

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

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

**IV. Approval of Minutes – October 18, 2021:** The minutes of the October 18, 2021 meeting were approved as presented.

**Motion by Boyd, seconded by Schuckel to approve the minutes of the October 18, 2021, meeting as presented. Motion Passed by unanimous voice vote.**

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

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

**VII. Old Business**

- a. Richardi Park Improvements:** Rachel Krino stated that the skate park was hoping to pair up with the Chamber Foundation as the new fiduciary, which gives the skate park access to a 501c3 and grants that those entities can apply for. She also stated that it gave the skate park the option to be a match for any grants that the Village applies for. She stated that the Foundation has asked that a letter from the Village state the relationship between it and the skate park. She stated that the skate park is only fundraising, and that the Village would retain ownership of everything. General discussion was held about the contents of the letter and how to move forward.

**Motion by Drollinger, seconded by Boyd to recommend to the Village Council to approve the partnership between Bellaire Skate Park and the Bellaire Chamber Foundation, that the**

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**Village agrees to allow them to work together for grant purposes. Motion Passed by unanimous voice vote.**

Chairperson Drollinger asked about a grant that was discussed prior regarding Richardi Park. Clerk Essad stated that she does not have an update regarding that, but that she thought that the engineer was looking into it. Clerk Essad stated that she does not think the Village is going to get it. Chairperson Drollinger asked if the Village was applying for it. Clerk Essad stated that she did not believe so because there were only 150 grants given out nationwide, and in the opinion of the engineer the Villages chances of getting it were slim to none. Clerk Essad also explained that under the current budget there was no money to pay for the engineer to apply for the grant when the Village would not get it. Ms. Krino stated that she thought that the grant was regional, not nationwide. Clerk Essad stated that that was not her understanding of the situation. She stated that she thought it was 150 nationwide and that the chances of the Village getting it were low. Chairperson Drollinger stated that was not her impression. She stated that she was disappointed. Ms. Krino stated that with the deadline in January there was a 45-day lead time to get on the system. Chairperson Drollinger stated so it was too late. Ms. Krino stated that she wondered if they would reopen it because the grant process in generally is releasing grants but not having guidelines in place. She stated that the application period is very short. Ms. Krino stated that she will keep an eye out for more opportunities. She stated that she knew the engineer was always look but that she would need to be paid to apply for them. She also stated that she knew that there were some opportunity funds coming in, and that Paddle Antrim has some options. Chairperson Drollinger stated that Forest Home Township was interesting in helping with funding for Richardi Park. Mr. Krino suggested a plan be made for Richardi Park then the Village can jump when the grants open up. Chairperson Drollinger stated that she knew that there was no money for a plan in this year's budget so it would have to be in next years budget. Chairperson Drollinger stated that the plan was to totally redo Richardi Park. She stated that they do not want to get rid of everything but make sure it is set up better. Clerk Essad stated that the Committee needed to realize that the Parks and Recreation Surveys went out and feedback is coming in for Richardi Park. She stated that so far, the residents do not want to rearrange the park. She stated that the surveys wanted to improve the equipment that is there but not totally revamp it. Ms. Krino asked about is that because they do not want to pay taxes. Clerk Essad stated that is what the residents want and see in the Village. Chairperson Drollinger stated that if that is what the residents want then that is what we need to do. Clerk Essad stated that she had not gone through all the surveys yet, but she wanted to let the Committee know what she is seeing thus far. She stated that so far there is a major in favor of the skate park, but the majority does not want to rearrange the entire park. Ms. Krino stated that Paddle Antrim has a retiree that was a Detroit Parks designer, and that may be able to help. Trustee Boyd stated that Dean Crandall from Forest Home Township showed him a large print of Richardi Park and they have been putting ideas down for the park. Chairperson Drollinger would love to know what they think. She also stated that the Village needs to go through the surveys to see what the residents want. Ms. Krino asked if the surveys were Village residents.

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Clerk Essad stated that surveys went out to Village residents. Chairperson Drollinger wants to talk to the retired Detroit Parks designer to see what he would charge to help. Ms. Krino stated that there was a Village resident that was in charge of Grand Rapids Parks. She stated that he helped with the development of those. Ms. Krino stated that it would not hurt to have potential partners lined up to help so that once funding is available the project can go forward. Clerk Essad stated that that would be part of the Parks and Recreation Plan.

Chairperson Drollinger asked about the kayak launch. Clerk Essad stated that she had not heard from Deana from Paddle Antrim because she had contacted Clerk Essad about a grant through the State of Michigan for the Kayak Launch. Clerk Essad also stated that she had not talked to DPW Supervisor Keiser about the quote from Captain's Choice. Treasurer Odom stated that she knew he was talking to them about it. Clerk Essad stated that she thought it would be about \$10,000. Trustee Boyd asked about the price for the original. Clerk Essad stated that it was about \$70,000. Chairperson Drollinger stated that there is money set aside for it. Clerk Essad stated that there was \$10,000 in the CD for it. Chairperson Drollinger stated that the Village could buy the launch from Captain's Choice and be done with it. Clerk Essad stated that if the stated grant came through it would be for the \$70,000, but she did not think that the Village would get it. Chairperson Drollinger stated that it does not mean that the Village won't get it. Trustee Boyd stated that the Village is the only water trail in Northern Michigan, so that is the reason they would give it to us. Clerk Essad explained that MDARD grant was denied because they did not think it would be used. Chairperson Drollinger stated that it is in a less than convenient place. She thought it would be better at the end of River Street, but there needs to be more space for boat launches there. General discussion was held about the location of the kayak launch and the boat launch.

### VIII. New Business

- a. **Budget FY 2022-23:** Chairperson Drollinger asked how much of the ballfields are paid and how much is not paid. Treasurer Odom explained that under the repair and maintenance line item, the fence is due at \$24,200; that the irrigation is estimated at \$15,000; and seed is a couple hundred. She stated that that was about \$39,000 and she had not talked to DPW Supervisor Keiser to see if there was anything else that needed to be added. Chairperson Drollinger asked what was spent so far on the project. Treasurer Odom stated that it was \$237,578. Chairperson Drollinger asked if that included the fence, irrigation, seed, and the other money. She asked how much the Treasurer has written checks for. Treasurer Odom stated \$237,000. Chairperson Drollinger stated that there still needs to be \$60,000. Treasurer Odom stated that \$20,000 of the \$60,000 is regular repair and maintenance for all the parks. General discussion was held about the fence material being paid for but not the installation of the fence, and that other contractors were paid. Treasurer Odom stated that she believes that the only things left are in the note column of the budget worksheet.

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Chairperson Drollinger asked if \$60,000 would cover it. Treasurer Odom stated that it should if there was nothing missed. Trustee Boyd clarified that of the \$237,000, \$50,000 is from the school. He noted that that \$50,000 should be under revenues. He explained that it would be \$187,000 that the Village has spent not including the school money. Chairperson Drollinger stated that the Village approved \$170,000, so it was not too far over.

Chairperson Drollinger stated that the dumpsters are more expensive, but it is working out well. Treasurer Odom stated that it was the \$120 per month but when GFL bought out American Waste it went up \$16 per month plus there are environmental fees charged. Chairperson Drollinger asked to look at other companies that do dumpsters. She asked who the local company was in town. Trustee Boyd stated it was Revolution Waste and he did not think they did dumpsters. Ms. Krino stated that they do. Chairperson Drollinger said that the Village should consider them.

Chairperson Drollinger asked about the porta johns. Treasurer Odom stated that it was \$185 per month per porta john. She stated that it may go up for next year but that was this year's price. She stated that Ohio and River Street are there for seven months and the Soccer Park is seven months and little league for two months. Chairperson Drollinger stated that this is the last year that there will be little league porta johns because they are moving to Craven.

Trustee Boyd asked about the camping fees. He stated that he thought the projected income from the camping fees would be about \$42,000 because of the rate increase. Treasurer Odom stated that she was not sure if several of the seasonal campers would be back. She stated that she got a call from one of the monthly campers because of the letter informing them of the rate increase. She stated that he asked about a veteran's discount. She informed him that as of right now there are no veteran's discounts, but she will bring it up to the Parks Committee. Chairperson Drollinger stated that giving a veteran's discount was not a bad idea. Trustee Boyd stated that the Village would make it up on nightly campers. Clerk Essad was unsure if government entities could do that. Clerk Essad stated that she did not think that Barnes Park gave one. General discussion was had about veteran's discounts at other places and governments. Treasurer Odom stated that she thinks that the Village would make up the loss of a monthly fee with nightly fees. Trustee Boyd asked how much the park was full over the summer. Treasurer Odom stated that it was never full. Chairperson Drollinger stated that there were a few times where it was full enough that people did not go there. Treasurer Odom stated that only during the softball tournaments was it completely full. She stated that there was always a spot or two empty. She stated that people with larger campers may not have been able to use the park because the sites that were empty were not big enough. Chairperson Drollinger stated that the

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campground did well this year. She stated that the campground doubled what it did 15 years ago. She also stated that the Village is collecting the shower money as well. General discussion was held on dump fees. Treasurer Odom stated that there is one person who puts one or two dollars in there because he put trash in the dumpster. It was noted that that should not be encouraged because there are signs posted about non-campers dumping in there.

Trustee Boyd asked about wages for craven. He stated that he thought that was because of the ballfield project. Treasurer Odom stated wages, equipment rental was all up because the DPW did a lot of the work and those were expenses that were not thought of. General discussion was had about lowering the wages for Craven Park. Trustee Boyd stated it could be lowered to \$16,000. Clerk Essad suggested that it be \$20,000 to split the difference. She stated that it would be higher than normal but if the DPW is still working on the ballfields then that number could cover it. Chairperson Drollinger stated that she thought they should not because then the money is there just in case. Treasurer Odom stated that the DPW may be doing the irrigation themselves based on cost. General discussion was held on putting the irrigation in.

Chairperson Drollinger asked about the engineering fees. She thought that it could be raised due to having the engineer work on Richardi Park. Treasurer Odom stated that DPW Supervisor Keiser put it in there in case it was needed. Trustee Boyd asked what else in parks needs to be engineered. Chairperson Drollinger asked about the potential boat launch. Clerk Essad stated that an engineer was not used when the Ohio Street boat launch was put in. General discussion was held on when an engineer would be needed for the boat launch.

Chairperson Drollinger stated that the budget looked like it had everything covered. She asked about the other waste companies. Treasurer Odom stated that there was CQ and Revolution for the local ones. Ms. Krino stated that she did not think that CQ did dumpsters. Chairperson Drollinger thought there was a third major local company that did it.

Chairperson Drollinger asked about the money for the woodenware park. Treasurer Odom stated that was in the cash account not in the budget. Chairperson Drollinger stated that it needed to be in the budget so that the Village can put more in it. Treasurer Odom explained that cash accounts do not go into the budget because those are balance accounts. She stated that there can be a note on the budget regarding the money being put into a CD on the budget. Chairperson Drollinger stated that another \$10,000 should be put into that. Treasurer Odom stated that it does not come out as an expense until the item is purchased. Chairperson Drollinger asked how much is in the CD for the wooded ware. Treasurer Odom stated \$35,000 or so, but she would have to

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look to make sure the exact number. Chairperson Drollinger stated that she thought \$10,000 was being put in every year. Treasurer Odom stated that some of that money was used for picnic tables the one year. She also stated that she did not think it started out at \$10,000, she thought it started out at \$5,000 or \$7,000. Chairperson Drollinger stated that she wanted to put \$10,000 into that. She did not think that any money needed to be put into the Kayak Launch CD. Trustee Boyd agreed. Chairperson Drollinger stated that they needed to know what the kayak launch was going to cost. Treasurer Odom stated that DPW Supervisor Keiser is working on that.

It was the consensus of the Committee to move forward with the proposed 2022-23 Parks Budget as discussed.

- IX. Correspondence/Reports:** Treasurer Odom stated that the State of Michigan has implemented a Uniform Chart of Accounts for all municipalities. She is working on changing over the Village's accounts to this and trying to get it done for 2022-23 fiscal year. She stated that some of the account numbers will change once this is done. She stated that motor pool is in the General Fund now as well.
- X. Member/Public Comment:** Trustee Boyd asked who the Village used for the porta johns. Treasurer Odom stated it was a Traverse City company. She thought that it was Security Sanitation. Trustee Boyd was asking because Glacial Hills was looking for one. He also stated that having a handicap on by the launches was good because people change in it all the time. Trustee Boyd stated that Glacial Hills had a lot of trees fall in the last windstorm and part of a trail was destroyed due to a root ball of a tree being uprooted. He also gave an update on the Bellaire Central Lake non-motorized trail. He stated that preliminary results of the survey were for it and all of it will be in the right-of-way. He stated that most people wanted it on the East side of the road.
- XI. Adjourn:** The meeting was adjourned at 6:38 PM to the call of the chair.

Minutes compiled by:  
Nicole E. Essad, Clerk

**Minutes are subject to approval.**

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

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