

# Village of Bellaire

## PARKS COMMITTEE

Tricia Drollinger, Chairperson

Patrick Boyd

Helen Schuckel

### COMMITTEE MEETING MINUTES

April 14, 2021

7:00 PM

**I. Call to Order:** The meeting was called to order at 7:05 PM.

**II. Roll Call - Attendance:**

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

**Absent:** None

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

**Public Present:** Jeff Hebden

**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 – February 18, 2021:** The minutes of the February 18, 2021 meeting were approved as presented.

**Motion by Drollinger, seconded by Boyd to approve the minutes of February 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. Craven Park Improvements:** Mr. Hebden explained that he has a non-profit called Friends of Bellaire Athletics, and that he is working on upgrades to the ballfields at Craven. He explained that non-profits can garner donations easier than municipalities. He has reviewed the plans and thought that the price could be cut down due to donations. He stated that he could ask for sponsorship for the scoreboards, but there will be full price items like the fencing. He spoke with a company that specializes in building ballfields and he has gotten quotes from them for material and labor. Mr. Hebden stated that he has reached out to several local contractors about this project, and they have stated they would be willing to donate certain items. He explained that it is a matter of getting people together and coordinating, of finding out what the real cost of the project would be and putting a timeline on the project. He explained that once demolition starts then the project must be started right away because it will be

# Village of Bellaire

## PARKS COMMITTEE

Tricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

needed next spring. He stated that the goal would be to plant grass and start watering early August. He stated that there would need to be coordination with the school for the spring ball season, just in case. General discussion was held about how the football field upgrades were done in phases. Mr. Hebden stated that this project may need to be done in phases. General discussion was held about potential phases for the Craven Ballfields upgrades. Chairperson Drollinger asked about the fields for this season. DPW Supervisor Keiser stated that the girls' field is the best because they had a work bee out there and that the softball districts will be held there this year. Mr. Hebden stated that this project should be done fast. General discussion was held about demolition. Mr. Hebden stated that the osprey nests may become a sticking point in the project. He stated that this is the first thing that must be done, i.e., move the osprey nests and the light poles. General discussion was held about moving the nests, and where it would be located and talking to the DNR. DPW Supervisor Keiser stated that he talked with Soil Erosion and if the fields do not go past the berm, then there is no need for a silt fence. He also asked what the price would be to get the fields playable by next spring. Mr. Hebden stated that he thought the entire project could be done for \$250,000-260,000. This includes irrigation, scoreboards, fences, dugouts, fields, etc. Trustee Boyd stated that Rob Silk volunteered to do the wiring for the scoreboards. Chairperson Drollinger asked about irrigation. Mr. Hebden stated that it may just be material costs and not labor costs. General discussion was held about the building materials for the dugouts. Chairperson Drollinger asked about the bleachers. Mr. Hebden stated that those would be on cement pads. DPW Supervisor Keiser stated that they would be like the ones at the boys' field. Mr. Hebden stated that the bleachers may be full price. General discussion was held about high school tournaments being held, travel teams hosting tournaments, and little league using these fields and how those would bring people to town/campground. Mr. Hebden stated the fences will be permanent fencing and would be about 195 feet. He also stated that the gates on the fences would be lockable so when the fields are fertilized people will stay off it. DPW Supervisor Keiser stated that the fences would be 6 feet in height. Trustee Boyd asked about the Antrim County Fair, and not having the circus there. DPW Supervisor Keiser stated that the circus was not there, and the Fair Board has expanded their grounds by clearing trees. Chairperson Drollinger stated that she doubts the circus would happen again because the insurance went up. General discussion was held about how much space will be taken up with the new fields and parking for the fields. DPW Supervisor Keiser stated that there was about \$150,000 in fund balance to use. Chairperson Drollinger stated that that amount would give the project a good start and then other donations can help as well. General discussion was held about what can be done with the \$150,000, and what can be donations. General discussion was held about advertising on the fencing for the field as extra revenue to maintain the fields/fences. DPW Supervisor Keiser stated that if this project is going forward, then the bathhouse renovation at Richardi Park should be put on hold. Chairperson

# Village of Bellaire

## PARKS COMMITTEE

Tricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

Drollinger agreed that there does not need to be several major projects going at once. Trustee Boyd asked about the campground expansion. DPW Supervisor Keiser stated that the campground expansion would be totally Village done and is in phase two of the entire renovation. General discussion was held about the bathrooms at the campground. Mr. Hebden also suggested getting the school to donate money to the project. Trustee Boyd suggested that if the school donated money to the project, then the fee to use the field would be waived. DPW Supervisor Keiser stated that little league wants to be involved. Mr. Hebden stated that one of the next things to do is to get the people involved together to get the project going. General discussion was held about turning the fundraising over to Mr. Hebden, costs for the project, and what to use within the infields, and building the mounds. Mr. Hebden explained that what is there now can be used as the subgrade, and then there would be new top for the infields. He also stated that it would be \$9,500 for labor for each field. He stated that it would be \$12,000 for all the fields only top dress. Mr. Hebden stated that biggest would be fencing, and he would contact some fencing companies to get quotes. He stated that the backstops would be 16 feet tall. General discussion was held about fencing costs. DPW Supervisor Keiser stated that there were two grants that the Village is applying for this project. General discussion was held about Mr. Hebden's 501(c)(3), and the state of the fields currently.

**Motion by Boyd, seconded by Drollinger to recommend to the Village Council to use \$150,000 of the General Fund – Fund Balance to start the ballfield renovations this summer. Motion Passed by unanimous voice vote.**

**Motion by Boyd, seconded by Schuckel to recommend to the Village Council to authorize Jeff Hebden and Friends of Bellaire Athletics to head up fundraising for all other funds for the Craven Ballfield improvement project. Motion Passed by unanimous voice vote.**

DPW Supervisor Keiser asked if Mr. Hebden would like some Village representatives at the next school board meeting, and to have this on the next agenda. Chairperson Drollinger stated she would go to that meeting. Mr. Hebden stated he will talk to the athletic director and the superintendent and suggest that the fees to use the fields could be waived if the school donates money to the project. General discussion was held about waiving the fee based upon the donation amount.

**Motion by Drollinger, seconded by Boyd to recommend to the Village Council that if the school donates money to this project, then the Village would suspend the annual fee to use Craven Park based upon the donation amount. Motion Passed by unanimous voice vote.**

Chairperson Drollinger wanted regular updates on the project. Mr. Hebden stated he could come to meetings to give updates. General Discussion was held about Trustee

# Village of Bellaire

## PARKS COMMITTEE

Tricia Drollinger, Chairperson

Eldon McPherson

Helen Schuckel

Boyd's group who has raised money for scoreboards and using that money towards this project. General discussion was also held about the Village putting money towards the project and that once demolition starts then the project must go forward.

**VIII. New Business:** None presented.

**IX. Correspondence/Reports:** DPW Supervisor Keiser stated that the Friends of Veterans want to place a bench and large flowerpots by the Flagpole in Richardi Park. He stated that the Council approved the flagpole and the pavers, and now they want to place a bench and flowerpots there. Clerk Essad stated that she told them that these requests need to go through Parks and then to the Village Council. Trustee Boyd stated that, as a Veteran himself, there is not a lack of Veteran memorials in this town. He does not want to see a bench and flowerpots in Richardi Park. Chairperson Drollinger stated that there are plans for revamping Richardi Park in the future and she does not want them to be offended if in the future there is not room of this.

**X. Member/Public Comment:** None presented.

**XI. Adjourn:** The meeting was adjourned at 8:31 PM to the call of the chair.

Minutes compiled by:  
Nicole E. Essad, Clerk

**Minutes are subject to approval.**

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

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