

Present: Council: President Mercer; Members: Burry, Kelly, Mooney and Oen
Parks & Recreation Board: Chairperson Arvant; Vice-Chair Kondak; Members: Davis, Greening, Hausman, Ruprich and Schmitt

Absent: Council: Briggs and LaFerriere

Also Present: Village Manager, Wilson

Chairperson Arvant called the joint meeting of the Parks and Recreation Board and the Village Council to order at 7:30 pm in Beverly Park.

APPROVE MINUTES OF A REGULAR PARKS & RECREATION BOARD MEETING HELD MAY 16, 2013

Motion by Schmitt, second by Davis, that the minutes of a regular Parks and Recreation Board meeting held on May 16, 2013 be approved as submitted.

Motion passed.

PUBLIC COMMENTS

None

REVIEW AND DISCUSS MEMORIAL DAY PARADE AND CARNIVAL

Carnival chairman Kondak distributed and reviewed the accounting summary for the 2013 Memorial Day Parade and Carnival prepared by Clerk Marshall. The report details income and expenses for the parade and carnival.

Ticket Sales	\$8,243.90
Donations	5,875.00
Village contribution	<u>1,350.00</u>
	\$15,468.90
Expenses	(\$10,652.22)
NET PROFIT	\$4,816.68

It was noted that Papa Johns has not submitted an invoice for pizza. Arvant has contacted them more than once.

Kondak related that he attended the June 18 Council meeting and presented a recap of this year's Memorial Day Parade and Carnival. He emphasized that the event is a community effort with much support from community organizations, residents, businesses, Council, and Parks and Recreation Board members.

Kondak spoke highly of the veterans memorial commemoration ceremony organized by former Council member Ron Berndt. Resident Paul Kleppert and Ron Berndt followed through with the idea of placing a monument in Beverly Park to honor veterans and all military serving the country. Ron Berndt was present and received thanks from Council and the Board for his efforts.

Board members recapped various aspects of the event including the food court, publicity, community groups, entertainment and volunteers.

REVIEW AND CONSIDER PROPOSAL TO PURCHASE AND INSTALL STERILIZED WOOD CHIPS AT PLAYGROUND

Board members are in receipt of a memo dated June 11, 2013 from Public Services Director Tom Meszler outlining four bids received for 100 cubic yards of playground certified wood chips for Beverly Park. He recommends that Council award this purchase to Superior Groundcover, Inc. for delivery and installation of wood chips at Beverly Park for a total cost of \$2,450.00.

Motion by Schmitt, second by Greening, that the Parks and Recreation Board recommend Council approve the bid from Superior Groundcover, Inc. in the amount of \$2,450.00 for 100 cubic yards of certified playground wood chips delivered and installed at Beverly Park.

Manager Wilson said that he received a recommendation from the Village's insurance company regarding the wood chips. It is required to keep 6 inches of cover on all playgrounds. The suggestion was made to rototill the wood chips because the material on the bottom layer degrades and become dirt. Over time, the material will have to be moved out of that area. By the next time more ground cover is needed, the Village will not be able to add woodchips in the area and maintain 6 inches of cover. He proposed that consideration be given to purchasing rubberized wood chips in two-three years. The cost is higher, but it is a permanent ground cover.

Greening questioned the Village's rationale of using sterilized wood chips originally instead of investing in the more permanent rubberized wood chips. Wilson responded that price may have been a consideration; the cost of rubberized wood chips has come down considerably over the years.

Motion passed (7 – 0).

Motion by Mooney, second by Oen, that the Village of Beverly Hills Council award the contract to Superior Groundcover, Inc. in the amount of \$2,450.00 for 100 cubic yards of certified playground woodchips delivered and installed at Beverly Park. Funds for this purchase are available in account #101-440-778.03.

Roll Call Vote:

Motion passed (5 – 0).

It was indicated that there is also a need to replenish the sand in the playground sand box.

REVIEW PAVILION RENTAL RATES

Pavilion rental rates for 2014 was a topic of discussion by the Parks and Recreation Board and Council. A memo from Ellen Marshall dated April 12, 2013 provided a history of rental rates. It was noted that there were 137 rentals in 2012, 18 from non residents, or 13%.

It was the consensus of both Council and Parks and Recreation Board members to retain the current pavilion rental rates. The suggestion was made to change the size of the groups so that small groups are 1-40; medium groups are 41-80; large groups are 81-150.

Issues with parking were discussed. The large group planning form indicates that the maximum number of parking spaces in the lot for pavilion users is 50. People who say they will car pool or use valet parking at Beverly Elementary School do not always follow through with that. It was mentioned that renting the pavilion to a large group on Fathers Day prevents others from full use of the park at times.

A couple of members observed that a recent pavilion rental included using the grassy area for a car show. That use was not acceptable to the Parks and Recreation Board and Council. Wilson responded that staff will make a note of the group that held this event.

Motion by Schmitt, second by Hausman, that the Parks and Recreation Board recommend no change in the Beverly Park pavilion rental rates for 2014; changing the group sizes to 1-40, 41-80, and 81-150; prohibiting pavilion rental on Father's Day; no car shows without Parks and Recreation Board permission; violating terms of the rental agreement including but not limited to parking and the appearance of dogs will result in forfeiting the damage deposit.

Motion passed.

Motion by Mooney, second by Kelly, that the Village of Beverly Hills Council adopt the recommendations from the Parks and Recreation Board with regard to 2014 Beverly Park pavilion rental rates and conditions as follows: No change in the Beverly Park pavilion rental rates for 2014; changing the group sizes to 1-40, 41-80, and 81-150; prohibiting pavilion rental on Father's Day; no car shows without Parks and Recreation Board permission; violating terms of the rental agreement including but not limited to parking and the appearance of dogs will result in forfeiting the damage deposit.

Motion passed.

REVIEW AND CONSIDER ELECTRICAL IMPROVEMENTS AT BEVERLY PARK

The Parks and Recreation Board is in the process of exploring the idea of providing electrical outlets throughout the park. Consulting engineers Hubbell, Roth & Clark, Inc. had provided a letter and drawing regarding a preliminary estimate of construction costs for Beverly Park electrical improvements. The Village solicited bids for this project and received only one bid in the amount of \$25,998.00.

Mooney suggested that the Parks and Recreation Board take action to request that Council rebid this project given the fact that only one high bid was received and that there may be additional vendors willing to bid due to an upturn in the economy.

Motion by Davis, second by Greening, that the Parks and Recreation Board recommend that the Village Council rebid the Beverly Park Electrical Improvements Project.

Mercer questioned whether it was the correct policy to rebid this work. This will be discussed during Council consideration of a Parks and Recreation Board recommendation.

In answer to an inquiry, Wilson stated that three vendors picked up bid books for the project; only one proposal was received. The HRC estimated cost of the project was \$19,000. The bid document included various project components coordinated with cost estimates for each of the park sections considered for electrical improvements as indicated in a color-coded map.

Motion passed.

Motion by Mooney, second by Oen, that the Village of Beverly Hills Council adopt the recommendation of the Parks and Recreation Board to rebid the Beverly Park Electrical Improvement Project and ask that Administration and Hubbell, Roth & Clark, at no further expense, reconfigure the bid documents to ensure that the project does not come in 30% over the cost estimate provided by HRC.

Council members discussed the project. It was clarified that this capital improvement project would be funded through the remaining park millage money and not from general maintenance. The project components contained in the bid document and separate cost estimates were reviewed.

Greening talked about the need for electricity in the park. The outlets could be used for the sound system during the Memorial Day Parade and Carnival and other events. Lighting would be available along the path for the Halloween Hoot in lieu of using a generator. Greening addressed the four alternate portions of the bid noting that not every element is required.

Mooney suggested that the goal of this project is to recapture the money spent every year on generators to run the Halloween Hoot and other activities within 5-7 years. It would take 12 years to cover the expense of the project based on the one bid received for this work.

Roll Call Vote:

Burry	- yes
Kelly	- yes
Mercer	- no
Mooney	- yes
Oen	- yes

Motion passed (4 – 1).

REVIEW PAVILION RENTAL REQUEST FROM KIMBERLY NEELY-ANDERSON

The Parks and Recreation Board had no objections to the pavilion rental request from Kimberly Neely-Anderson for 100 people on July 5, 2013.

REVIEW PAVILION RENTAL REQUEST FROM STEPHEN WEBER

The Parks and Recreation Board had no objections to the pavilion rental request from Stephen Weber for 20-25 people on July 20, 2013.

COUNCIL COMMENTS

Kelly was impressed with the community volunteers and all they do for the betterment of the Village.

Burry thanked the Parks and Recreation Board on doing a good job. Council members met before the meeting to walk around the park. It appears that there is a need for additional maintenance in terms of weeding, trimming grass along the fence, trimming trees and shrubs, etc.

Schmitt noted that the Village employs two park rangers to do minor maintenance in the park over the summer.

In response to an inquiry about the appearance of the grass, Wilson agreed to obtain a quote for fertilizing the grassy area around the pavilion to improve the look of the park entrance.

Mooney commented on Council's walking tour of the park prior to tonight's meeting. They observed a number of unsightly areas. Suggestions include adding sand to the volleyball court; spread crusher dust on the baseball fields in the fall; buckthorn removal; parking lot paving; improve park entrance; and refinish picnic tables. Mooney asked Wilson if there was money to do these things. Wilson suggested that the park improvements be formalized and included on a list to be priced out for review by the Parks and Recreation Board and Council.

Mercer thanked the Parks and Recreation Board for their service to the community. He thought it was a good idea to start a list of maintenance items along with a recommended maintenance schedule for the park. The Village needs to invest in making its park look beautiful.

ADMINISTRATION COMMENTS

Wilson had no comments.

BOARD COMMENTS

Hausman stated that the Village Women's Club chose not to hold a brownie sale at the Memorial Day carnival due to minimal profits in previous years. They had a non-bake sale this year whereby members were asked to contribute, which raised \$120. The Parks and Recreation Board can contact the Women's Club if they have ideas for spending that money in the park.

Ruprich suggested that the Board may want to consider a mid-summer clean up of the park in addition to the spring clean up.

Davis appreciated that Council members walked through the park and made note of maintenance needs. She suggested that more park rangers might be needed to work on park maintenance.

Greening commented that the summer park rangers probably need direction and supervision. In response to an inquiry about a movie night this summer, Arvant said that she proposes organizing a movie in the park pavilion for August. Greening thanked Council for doing a walk through of the park tonight.

Kondak thanked Pat Westerlund for a tremendous job of organizing the Memorial Day Parade. He mentioned other people who helped greatly with the events including Jim O'Reilly and Ellen Marshall. Kondak thanked Irene Davis and Pat Greening for their donation of a wreath for the memorial ceremony.

Kondak recalled a recent suggestion to plant more trees in the park; he proposed planting a few trees each year. Kondak mentioned that refurbishing picnic tables could be an Eagle Scout project. He encouraged any and all suggestions for park projects. Kondak thought that additional sculptures could add to the beauty of the park.

Arvant thanked Council for their support of Parks and Recreation Board endeavors.

Motion by Hausman, second by Ruprich, to adjourn the meeting at 8:55 p.m.

Motion passed.