

Present: Vice-Chair O'Reilly; Members: Davis, Greening, Ross and Schmitt

Absent: Arvant and Kondak

Also Present: Assistant Manager/Clerk, Marshall

Vice Chair O'Reilly called the meeting to order at 7:30 p.m. in Beverly Park.

#### **APPROVE/AMEND AGENDA**

There was a consensus of the Board to amend the agenda to add two items: 4a) Preliminary Discussion on a Veteran's Memorial in Beverly Park; and 4b) Consider replacement of dead shrubs in Beverly Park.

#### **APPROVE MINUTES OF REGULAR PARKS & RECREATION BOARD MEETING HELD APRIL 19, 2012**

Motion by Davis, second by Schmitt, that the minutes of a regular Parks and Recreation Board meeting held on April 19, 2012 be approved as submitted.

Motion passed (5 – 0).

#### **PUBLIC COMMENTS**

None

#### **DISCUSS PREPARATIONS FOR MEMORIAL DAY PARADE AND CARNIVAL**

O'Reilly updated the Board on the participants, entertainment, and activities confirmed for the Memorial Day Carnival to be held on May 28, 2012. A number of organizational details were discussed. Plans were reviewed for coordinating the preparation that needs to take place prior to Monday. Janice Hausman has eight groups that will be running games at the carnival. Ron Berndt will be coordinating the Flag Ceremony. Karl Woodard will serve as Grand Marshal.

Press releases have been sent to local newspapers. Flyers listing the schedule and activities for the Memorial Day events will be emailed, printed and distributed to all elementary and middle school students in the Birmingham area as well as local businesses. O'Reilly noted that the Boy Scouts want to collect cans at the end of the carnival and use the proceeds for cleaning up the islands in West Beverly.

Pat Westerlund outlined plans and participants for the parade and discussed items to be finalized prior to the event. Arvant was not present but has informed O'Reilly that food court preparations have been finalized. Ross reported that she has recruited volunteers from Groves High School and the Village Woman's Club.

#### **REVIEW AND CONSIDER LARGE GROUP SURVEY FOR STONE**

The Board is in receipt of a large group planning form from Karyn Stone for a graduation party on June 23, 2012. Schmitt commented that there will be 150 people attending this event; the maximum number of parking spaces for pavilion renters is 50. There were no other comments on the large group event planning forms.

**PRELIMINARY DISCUSSION OF VETERAN’S MEMORIAL IN BEVERLY PARK**

O’Reilly distributed a handout outlining a proposal from Ron Berndt and Paul Kleppert to place a Veteran’s Memorial monument in the park preferably near the flag pole area. Board members commented on the proposal and photos of two sample monuments. Funding for the memorial was a topic of discussion. The Village Woman’s Club would be involved in collecting money on behalf of the Village for the monument.

Marshall stated that a written proposal was distributed to Board members for their initial consideration. Placing a memorial in the park would require that the Board review the proposal and forward its recommendation to Council. If there is interest in the idea, Paul Kleppert will attend the next Board meeting to present a formal request for a Veteran’s memorial. The June meeting will be a joint meeting between Council and the Parks and Recreation Board.

Board members were in support of efforts to obtain a Veteran’s memorial in honor of service men and women in the Beverly Hills area. There were questions regarding plans for fund raising and the appearance of the memorial.

**CONSIDER REPLACEMENT OF DEAD SHRUBS IN PARK**

Davis observed that there are dead shrubs and trees near the pavilion and gazebo areas. Board members agreed that these shrubs should be replaced. Davis and Greening will mark the shrubs to be removed by the Village DPW staff.

**LIAISON COMMENT**

None

**ADMINISTRATION COMMENTS**

Marshall talked about a few items not included in her written report. She thanked Phil Schmitt for doing a great job of organizing the Park Clean Up on Saturday, May 12. The Climb for the Cure event was approved by Council and will take place at the sled hill area of the park on Saturday, June 23.

The Sound Garden structure was examined by DPW staff to determine its condition and was found to be stable. The DPW crew will make a few repairs. The Sound Garden will be inspected again next year. Marshall mentioned that the sand digger is broken again and will be repaired.

Wood chips have been ordered and will be spread around the planting beds at the pavilion and the front entrance. At the last meeting, Jim Delaney expressed concern with dead trees that may be in danger of falling over in the park. Administration is looking into this. Marshall reported that the pavilion restroom flush overrides will be installed tomorrow, May 18.

Installation of the Disc Golf Course was scheduled to begin today. O’Reilly related that he talked to John Minicuci about the project and learned that they will be moving and cutting up fallen trees in the wooded area of the disc golf course. Minicuci indicated that the course will be completely done and ready to use by June 15.

Marshall stated that the base was installed for the art sculpture commemorating The Longest Lemonade Stand event. The sculpture will be installed during the first week in June. Pat Liebler

is attempting to organize a dedication ceremony in early June. Board members will be kept advised.

Marshall distributed a letter and drawing from consulting engineers Hubbell, Roth & Clark, Inc. regarding a preliminary estimate of construction cost for Beverly Park electrical improvements. The Board had considered the possibility of installing electricity in the park that would be fed from the existing park pavilion electrical service.

Board members discussed design and cost information contained in the handout. The Board reviewed a color-coded map of various project components coordinated with cost estimates for each of the park sections considered for electrical improvements. The existing pavilion is wired for a 200 amp service, but currently has a 100 amp circuit breaker panel with three open circuits. These available circuits are not adequate to support the proposed services, so it will be necessary to replace the existing panel with a new 200 amp panel. Board members will study the report from HRC and place this item on the agenda of an upcoming meeting.

Westerlund observed that the tennis court nets are in a state of disrepair. Marshall responded that this will be addressed by Administration.

Janice Hausman, who is in charge of the Carnival games, reported on her outreach to the community to encourage involvement in providing activities for the Memorial Day event. Hausman reported on the confirmed entertainment, noting that she is waiting to hear back from a few groups.

### **BOARD COMMENTS**

Greening suggested that funds be allocated to contract with a nursery such as Goldner Walsh to trim shrubs and replace dead plantings in the park twice a year. Greening commented that she would be pleased to have power going through the park, which would be especially helpful with the Halloween Hoot activities.

Ross thanked those who organized and worked at the annual park clean up. She thanked O'Reilly for all the work he is doing to organize the Memorial Day Carnival.

Schmitt thanked everyone who helped with Park Clean Up day. He commented that Jim O'Reilly and Pat Westerlund deserve a lot of credit for all of their work on the Memorial Day Carnival and Parade. Schmitt said that he was sorry to see Jim O'Reilly and Lisa Ross leave the Parks and Recreation Board.

Schmitt and O'Reilly congratulated Cindy Arvant on her new position as Court Administrator for 46<sup>th</sup> District Court.

O'Reilly thanked Phil Schmitt for organizing the volunteers at the Beverly Park Clean Up and for attending the Council meeting on Tuesday, May 15 to report on plans for the Memorial Day parade and carnival. He stated that the Disc Golf Course will be ready for use on June 15.

The meeting was adjourned at 8:46 p.m.