

Village of Buckeye Lake
Parks & Recreation Commission
Meeting Minutes From: July 5, 2022

Call to Order: 7:00 P.M.

Location: Village of Buckeye Lake Recreation Center

Commission Attendance: Annetta Macedonia, Barbara Sills, Sue Smith, Samantha Torres, Kellie Green

Council Attendance: Mayor Peterson

Approval of Minutes from June 2022 Meeting: Minutes approved

Motion: Barb Sills **Second:** Kellie Green

Correspondence: No correspondence

Call to Public: No one from the public was in attendance

Unfinished Business:

1. The review of the Project Tracker and Park Purchase discussion led to the moving forward with the purchase of a 4 seat seesaw from Play Ground Outfitters at the cost of \$1097.00, the purchase of a portable pickleball net at the estimated cost of \$350.00, additional benches for the park and a park information sign to be posted at the Recreation Center.

Samantha requested an inventory and supply order for cleaning supplies needed to stock the Recreation Center. Kellie will complete the inventory and get that information to Samantha. We will order initial materials and track for monthly replacement of cleaning supplies.

A cleaning company will be hired to initially clean the Recreation Center on a monthly basis and add additional cleaning times as rental of the facility increases.

2. The review of the new rental documents (attached) will include rental guidelines and fees along with a facility feedback sheet; all of this will be included in the rental package. The Rules and Regulations will also be posted on the website. An orange rental permit will be given to the renter of a facility with the number of a Commission member for emergencies.
3. Landscaping will be completed by mid-August.

4. Temporary Liquor License for Recreation Center Events was discussed. Information and permit examples are included in the minutes. Kellie will discuss with Liquor Control the liability associated with the Village in connection to the use of beer and spirits for events. Mayor Peterson suggested that after we have further discussion with the Ohio Liquor Agency that the Village follow up with advice from the Village Solicitor. It was suggested that a "responsibility document" be created so that in events where alcohol is being served (I.E.: wedding reception), that a person from the rental group must agree to the rules and regulations and be considered the responsible person for that event.
5. The soft opening of the Recreation Center will be July 14th.
6. Council Presentation: Annetta and Barb made the June Council presentation which focused on the naming of the Recreation Center and presenting an idea on how to preserve the history and legacy of the Recreation Center (see attached document). Kellie will make the July Council presentation.

New Business

1. **Recreation Center Name:** The Village of Buckeye Lake Recreation Center
2. **Leads Playground Equipment:** Is ready for installation, but will need to be cemented into the ground. Annetta will work with Toby to get this accomplished.
3. **Park Brochure:** Barb presented the new color brochure that will highlight all of the Park and Recreation facilities. The brochures will be printed and placed at the Village Offices and various business in the Village.
4. **Grand Opening:** Scheduled for October 1st, afternoon event with hotdogs and snacks.

Adjourn Meeting: 8:40 P.M.

Motion: Kellie Green

Second: Barb Sills

Next Scheduled Meeting: Tuesday, ~~August 7, 2022~~ ^{Sept 6, 2022} K.G.

Location: Recreation Center

Annetta Sills

8/2/2022

Chair

Kellie L. Green

Date

8/2/22

Secretary

Date