

MINUTES
Recreation Commission
City of Willoughby Hills
May 7, 2014

CALL TO ORDER:7:01 pm

PRESENT: Dan Philipp, Chairman; Barbara Araps, Gloria Majeski, Jeanette Nelson,
Dee Germano, Lynn Hallum, Vice-Chairman (arrived 7:07 pm)

ABSENT: Council Representative John Plecnik, Mayor Robert Weger,
Joseph Jarmuszkiewicz,

ALSO PRESENT: Recreation Coordinator Denise Edwards, Katherine Lloyd, Clerk *pro tem*
Theresa Baptie, Clerk

DISPOSITION OF MINUTES OF April 2, 2014

Gloria Majeski advised there needs to be corrections made to the names listed in the Spring Craft Fair section of Denise Edwards Recreation Report.

MOTION: Jeanette Nelson moved that the Commission approve the minutes as submitted.
Seconded by Dee Germano
Roll call vote: Ayes unanimous
Motion passes 5/0.

Point of order to clerk from Gloria Majeski; the only voting members are the members of the Commission. There is no need to call the names of Plecnik, Edwards or Mayor Weger. Just call names of commission members that are present when voting.

CORRESPONDENCE

- 4/9/14 Email from Gloria Majeski RE: Revised City Roster with Roster attached.
5/2/14 Email from Gloria Majeski RE: Revised City Roster with Roster attached.
- 4/8/14 Email from Denise Edwards RE: Easter Party Updates.
4/14/14 Email from Denise Edwards RE: Thank You [Easter Party Volunteers].
5/6/14 Email from Denise Edwards RE: Final Easter Party Report with Report dated 4/12/14 attached.
- 4/9/14 Emails RE: Setting meeting place and date of first Bocce Ball Courts subcommittee.
4/16/14 Email from Recreation Commission to News Herald re: Bocce Ball Court sub-committee meeting 4/22/14.
4-16-14 Email from Recreation Commission to Communications re: Bocce Ball Court sub-committee meeting 4/22/14.
- 5/2/14 Email from Gloria Majeski RE: Minutes from Bocce Meeting.
5/5/14 Notes from Bocce Committee Meeting dated 4/23/14 were received.
- Reports Community Center Usage for April, 2014 – received from Denise Edwards on 5/5/14.
Rec reports for April, 2014 – received from Denise Edwards on 5/5/2014.
460 Report for April, 2014 – received from Frank Brichacek on 5/6/14

Note: Lynn Hallum arrived to meeting at 7:07 p.m.

COUNCIL REPRESENTATIVE'S REPORT

None

RECREATION REPORT

Sports Programs. Baseball and Softball Practice has started. Uniforms have been ordered. Boys League starts next week on Monday. Girls League starts shortly after. Have gotten a couple of sponsors of which will be listed on the website to announce their generosity. This week Registration forms for **Football** will be sent out this week. Signs will go up very soon. **Willoughby Soccer** contacted us. They are getting their signs ready for us to post for their try-outs and registrations.

Pancake Breakfast Finally received some approved reports (in packet). Denise thanked everyone again for their time, patience and effort. Volunteer time is greatly appreciated for the events. Total expenses were \$2,062.57 vs. \$2240.22 in 2013. On the first day we had less people this year, especially because of the snow, 2nd day was just a little bit shy, (2013). Revenue total is \$4,767.50 vs. last year, \$5,729.24. Profit less the \$2,062.57 expenses this year is \$2,704.93 vs. last year was \$3,489.02. This is an approved report so the \$2,704.93 is able to be moved to the 460 fund.

Spring Craft Show Recap The show went very well. Still receiving feedback, some people loved it and some who didn't do so well said they would still be interesting in coming back next year. We will be reviewing everything, taking a look at the numbers and next year's show. Hopefully we will do it again. Income: Vendor fees \$3,325.00, Vendors Raffle sales \$232.00. Only expense we the signs that were posted at the corners and out front of the Community Center; \$313.00. This is a first year expense. The signs were made so the date can be changed each year. Some gifts were purchased. Some things were nicely donated by Gloria Majeski; Total Expenses \$372.90. Income less Expenses was \$3,184.10. This has been approved by Finance so this money is ready to move to the 460 Fund as well.

Easter Party Recap This is one of the events that is funded by the city so there is nothing to be transferred. We just used the account. This year there were 143 Children in attendance, 71 were WH Residents. In 2013, 168 were in attendance; 44 were WH Residents. There were 71 families; 33 were WH Residents. In 2013: 95 families in attendance; 25 were WH Residents. It was nice to see the increase WH families and kids. The MC was John Albee who is training for Radio Broadcasting. He did a very nice job. It was nice to see him step up and nice to be able to help him with training.

Bags given at the door did contain our flyers as suggested plus Focus Gum samples, an egg with a raffle ticket inside and the snack coupon. New this year, volunteers pre-registration while waiting which made the line move much faster. Jeanette Nelson said it was easier at the door this way. A special thanks to Jeanette, Paula Garbo and the young man and young lady who helped at the door, Cade Pastor and Abby Harmon.

We purchased more candy for the Candy Grab this year due to the age group changes and special treats that were age appropriate. Age 2 and under, rice crispy treats, fruit chews so when the kids picked them up, it was something they could take home and enjoy themselves. As suggested we made up treat bags for a couple volunteers afterwards, the late comers and some children who were too shy to come forward when called. Families were very appreciative. That is something we will do again next year.

The Captains donate a game voucher for 4 tickets as the prize for "Guess The Jellybeans in a

Jar". Florine O'Ryan volunteered at that stand. Kate Miozzi guessed closest at 1694 without going over the count of 1765. We had photos with the Easter Bunny. Gloria Majeski, the Mayor and Barb Araps helped with that and getting the pictures out. Face Painting was done by the Girl Scouts. Lake County Captains "Skipper" was there.

For the Coloring Contest, we gave baskets with large stuffed animals and solid chocolate bunny's instead of gift certificates. Dan Phillip of D/W Goods donated 11 baskets, the sand buckets, sidewalk chalk, bubbles and cups with crazy straws for the Raffle Contest. We added stuffed animals, solid chocolate bunnies and some Peeps. This way they were actually there to get the prize. It was something physical for them to have rather than waiting, trying to judge later and then mail everything out. Coloring Contest Winners: No entries under 3, 3-4 yrs. Payton Age 3, 5-6 yrs. Danica Polantz, Age 5, 7-8 yrs. Emma McCue, Age 8, 9-10yrs. Vera Jarmus, Age 9 and 11-12yrs. Caitlyn Waganek, Age 11. Unfortunately, we did not keep track of those winners when they went to claim their prize for the 11 Baskets. That is something we will do better next year we will make sure to have those signed out. This was new this year; we had a nice bigger basket. We had not done the egg hunt for the number so this way name, phone number and there was a drawing in the end.

We served 160 snack cakes and used 8 bottles of the apple juice. Alica Garbo and Kyle Overmyer ran the kitchen and the clean-up. The Carrao-Philipp Family, the Jarmus Family and many volunteers stayed to help. Without the volunteers none of this is possible and wouldn't run as smooth as it did. We received a lot of compliments. Thank you so much.

Revenue for the photos: \$134.00, Total Expense for this event: \$451.94 vs. \$443.91 in 2013.

This year \$317.94 was spent out of the \$500.00 budget which is the City's Subsidy.

Again thanks to everyone who came to help. It went really, really well. It's nice when we get compliments afterwards. Lynn Hallum commented that it was more organized and more relaxed; everything just flowed better this time. Earlier this week, everything was already set up. It was definitely well prepared. Moving the table down the hallway, having a different entrance, changing the different things within the room and pre-registration really helped the flow. Once everybody got into the room and comfortable, we could start the candy drop. Everybody just came in and moved around from Face Painting to photos to snacks, so it moved very nicely.

Community Center Report. 55 rooms rented for April vs. 62 last year. The biggest difference Easter fell in April this year along with the Easter Party, so we lost some of our rentals there. Total room rentals is \$4,405.00; in 2013 it was \$5,315.00. Last year when Easter fell in March, it was \$3,845.00. This year, even though we had the 3 Pancake Breakfast and we added the craft show in, we did \$5,035.00 in March, 2014. We were about \$900 dollars off from last year.

Willoughby Association for the Talented and Gifted. We voted to give, and have given The Willoughby Association for the Talented and Gifted a basket. They sent us a really nice Thank You letter (passed around). We are waiting to hear from them because one of the donations put in the basket was for use of the park for July 4th. No one has firmed up that reservation.

Campbell Park and both those pavilions are doing really well on the rentals so far. Weekend reservations are filling up quickly.

Color Run. This weekend on Saturday. We have volunteers but we can certainly use more, especially Saturday. Packet pick-ups are at Pat O'Brien's tomorrow and on Friday. It is a huge event when all the runners come in and pick up their packets and get everything ready for the race on Saturday. Anyone interested in being a volunteer, please have them contact the

Recreation Department.

Gloria Majeski reported on the Color Run meeting on April 4th. She was not in attendance but she helped Chief Harmon with some of the minutes of the meeting. All of the departments from City Hall met to be sure of police protection and fire protection for safety of the whole event in regards to the runners and the spectators. The route is the same as the Color Run in September. Nate already has some of the signs ready to post for the routes to be closed on Saturday. They are posted closed for the maximum hours 7:00 to noon. It won't be that long but at least people can plan for it. The streets will be opened as soon as the runners leave the routes. Some people have come to City Hall with concerns about getting out for appointments or work; we've addressed each one of them. The police department is helping a couple of people who have immediate needs. All of the businesses got letters about two weeks ago. All the residents on the route got a post card that went to their home. This week Chief Harmon and our Economic Development Director, Steve Roszczyk have gone to different businesses to make sure that they know and that they don't have any concern. Now we hope for good weather. Denise Edwards has done a great job again with the volunteers.

460 Fund. The updated balance as of May 6, 2014, the unencumbered balance is \$31,466.43. Lynn Hallum made a request to make a motion to move the Craft profit, Gloria Majeski reminded that we do not need to anymore. Lynn Hallum thanked her and then asked if the total reflected that amount already moved. Denise Edwards stated that both the reports were just approved between yesterday and this morning so there is a very good chance that it would not be reflected on this report. Gloria Majeski stated that it didn't appear to be since there is a receipt of \$883.87.

Unfinished Business.

Bocce Ball Sub Committee Lynn Hallum stated they have met twice since our last meeting. The people who volunteered for the committee are Lynn Hallum, Mayor Weger and Alescio DiFranco. He plays in several clubs; The Italian American Club, Mayfield Heights. He is our expert on the subject. The Mayor also did some research on other courts that are in the area.

- First, we tried to get an idea of what does it take from a material stand point to build the courts. Alescio gave us some requirements.
 - Covered courts are more durable and can be used rain or shine.
 - Proposed location: Roemisch Park former soccer fields.
 - Court size: 60-65 ft. long by 10-12 ft wide.
 - Space is needed between the courts for players or spectators to walk from one end to the other.
 - A shelter was discussed.
 - Some kind of score board is needed. It doesn't need to be fancy or electronic.
 - Portable bleachers can be pulled up.
 - Maintenance: Brooms and rollers.
 - Storage: We looked at the shed or garage near the planned location.
 - Access to water and power is available. Courts need to be watered occasionally to get the right hardness level and keep the dust down. Power is necessary if there is a shelter and to light the courts for play in the evenings. At least the ends should be fenced.
- Bocce Balls- expectation is that people would bring their own if it is regular play. If we're hosting a league or tournament then we would provide regulation size bocce balls. Tape measures, tool box/shed needed. Some optional items are listed in the meeting minutes.

- Court Construction: The Mayor has information from Wickliffe. Mr. Excavator built their court. He will get a quote from them. They will also give quote for pavilion which would be more expensive
- Costs: Alescio had information that courts generally cost between \$5-7,000, which is consistent with what the Mayor found out. We are talking about \$6,000 court. We will start with two courts. Additional courts could be added. The pavilion would need a big overhang.
- Committee discussion: Ask Rec Commission approve the spending of \$15,000.00 to build the courts. Try to get funding from a sponsor for the pavilion since it is the higher cost item.
- After 1 to 2 years, re-evaluate whether additional 2 courts needed. Pavilion could be built later.
- Next committee meeting is Tuesday. We should have the dollar numbers for the pavilion.

Discussion

- Has the committee determined whether or not there is a need for the Bocce Ball court and whether the interest still there to go through with it? If people are interested, we need to hear from them. Posting was made for volunteers for the committee. Volunteers for the committee vs. people who might use it isn't necessarily the same thing. Leagues in Mayfield and the Italian American Club are full. There's woman's night one night. People have asked about the Bocce Ball courts.
- Planning the layout, spacing and whether a pavilion for every two courts is needed. Maintenance, future costs and guaranteeing sponsorship are consideration. National tournaments would be good exposure to the city but at least 4 courts would be needed.
- WH does not have a playground in that area. The playground equipment we have behind City Hall is in decent shape.
- Number of Courts: Aliscio was at an indoor tournament and they had 3 or 4 courts to use and it took Saturday and Sunday. There were 36 teams, all double elimination. Four courts would be the minimum but 2 would be sufficient if no tournament.
- Mayor Weger is getting the plans and costs from Kenston Schools where one of the teachers built their court.
- Gloria suggested consulting Terry Baller. He did the original analysis about 2 years ago. We still have an open purchase order for him, the money is allocated. We have his quote to look at the situation at Garfield and the situation at Roemisch. He fulfilled the obligation for the soccer fields, that part he got paid on. A playground would be a more immediate need across the street near the ball fields. We already have a playground here. The Bocce Courts should run so that the sun's not in people's eyes. There is space at the old football field. Terry Baller was going to look at that field from a drainage standpoint.
- Even if sponsorship came through, this analysis should still be done because there other things that can be looked over, like the dugouts. We could budget and make a two to three year plan. The Boys League should be involved in the discussion.

Thank you to Lynn for the report. She will take the items discussed by Rec Commission to the Bocce Ball Courts committee.

Follow Up on Article IX. On Recreation Commission eligibility, Gloria Majeski stated that they are working on putting a Committee or Commission together. By next meeting, we'll know something about a committee being put together or something to try to iron out some of the issues with everyone. As far as the Mayor's concerned everything is status quo until we get some kind of determination. He just wants to encourage everyone, he appreciates the volunteers and he doesn't want that to change.

Corn Fest Meeting: Gloria Majeski reported that the committee will meet on Monday evening at 6:00 for about an hour. Corn Fest isn't going to be the same as it has been in the past as far as volunteers and committee doing a lot of things. We will need some assistance during the 3 concerts. She distributed the flyer that will be presented at the meeting. One side has the 2 concerts that will be at the Gazebo on June 18th and August 20th. The other side is about the concert at the shops of Willoughby Hills on Saturday, July 19th. We want to get the dates out there. A big sign has been made up already for the free concert. We will need volunteers for the 50/50 Raffle and for some of the food service. There will be a very limited amount of food. Gloria will have minutes for anyone who can't be at the meeting but wants to know about it.

The bands will play on Saturday from noon to 10p.m. Ray was looking at Driven on Saturday. I know he was trying to secure that band. He will report on Monday. The other 2 bands are already secured. The Prime Time Swing Band is going to start things off in June. They do the big band sound as well as the Beatles, Elvis and Motown. We will have an ice cream truck set up so people can buy treats. The band in August will be fun. It's a "Country Hoedown". I have Tommy Steele who is actually a Nashville star. He has CD and a really good website TommySteele.com. Then we are going to do the roasted sweet corn. Devon Stuart is bringing in the back yard barbeque. He does everything on site; barbeque, pulled pork sandwiches, brisket and ribs. Both are rain or shine. If it rains, we will move from the gazebo inside to the Community Center. Denise has arranged for smooth transition. Saturday July 19th will be more of a noon to 10p.m. but the band will be there from 6-9:00p.m. Program includes our fireworks. During the day at noon all the shop of Willoughby Hills will get involved with sidewalk sales, ribs that kind of thing. The Willoughby Chamber of Commerce is helping put that together with Ray.

New Business.

Art Gallery and Reception on Friday from 7-9:00 p.m. Denise Edwards announced that they will be presenting some new photographs and art work. She encouraged people to go.

Article IX: Dan Phillip said that some investigations are done; some are ongoing. Everything's that's being investigated. The Mayor, the Administration and the people who work for the city are doing a great job. I don't know if the negative stuff is a political agenda or what. I will keep reiterating at every meeting, the city is in great financial shape. From the standpoint of the Recreation Commission, there is report of the unencumbered balance in the 460 fund at every single meeting. Tonight it was \$31,466.43 with another almost \$6,000 going into it. We've got the Community Center rentals up probably \$2,000 year-to-date from last year.

The Color Run is well received by the majority of residents in the city over all. The Fire Chief reports we have about 8,500 participants running this weekend. This is about getting positive exposure for the City. That's what it should be about. People come to your city and see what your city's all about. Maybe people will want to move to Willoughby Hills or they consider moving to Willoughby Hills.

Dan Philipp said that he was lured into coaching baseball again due to lack of volunteers. He encourages people to please volunteer. We're not holding anybody back from volunteering, we need people. Every event seems to be the same people working their butts off to raise money.

Whatever negative stuff people are hearing or seeing in the paper, it's coming from that 10-20 percent minority of the people. The majority of the people like what's going on in the city. I'll