

**MINUTES**

**Recreation Commission**

**City of Willoughby Hills**

July 12, 2017

CALL TO ORDER: 7:00 PM  
PRESENT: Jim Walsh, Vice-Chairman; Sandy Grubiss; Jeanne Kaston; Joseph Jarmuskiewicz; Dee Germano; and Kristina Zeleznik  
ABSENT: Lynn Hallum, Chairman  
ALSO PRESENT: Denise Edwards, Recreation Coordinator; Marianne Sinkko, Clerk

**DISPOSITION OF MINUTES OF May 3, 2017**

**MOTION:** Kristina Zeleznik moved that the Commission approve the minutes  
Seconded by Dee Germano  
Roll call vote: Ayes unanimous w/  
Motion passes 6/0

**DISPOSITION OF MINUTES OF February 1, 2017**

**MOTION:** Jim Walsh moved that the Commission approve the minutes  
Seconded by Sandy Grubiss  
Roll call vote: Ayes unanimous  
Motion passes 6/0

**CORRESPONDENCE**

05/04/2017 Email from Denise Edwards RE: Thomas Marsh Sanctioning Request  
05/04/2017 Email from Lynn Streetz RE: June Recreation Meeting, Time Change Suggestion  
05/04/2017 Email from Gloria Majeski RE: Estimate 4482R from Snider Recreation Inc.  
05/04/2017 Email from Gloria Majeski RE: Placement of Motuza Bench  
05/05/2017 Email from Denise Edwards RE: Estimate 4482R from Snider Recreation Inc.  
05/05/2017 Email from Denise Edwards RE: Community Center Open House Subcommittee Meeting  
05/08/2017 Email from Denise Edwards RE: Willoughby Hills Eggstravaganza Follow- Up Meeting  
05/09/2017 Email from Denise Edwards RE: Sanctioning for Civic Organizations by Ordinance  
05/10/2017 Email from Denise Edwards RE: Meetings to be posted - Unity Day Subcommittee Meeting for Event Planning  
05/10/2017 Email from Denise Edwards RE: Community Center Open House 9/26/17  
05/12/2017 Email from Denise Edwards RE: Sanctioned Form 2017 – Application attachment  
05/12/2017 Email from Denise Edwards RE: Pancake Breakfast Final Report

05/12/2017 Email from Denise Edwards RE: Willoughby Hills Eggstravaganza Follow- Up Meeting Notes

05/12/2017 Email from Denise Edwards RE: Final 2017 Eggstravaganza Report

05/17/2017 Email from Nancy Fellows RE: Willoughby Hills Recreation Commission Meeting to be held on June 7, 2017 at 8:00pm

05/18/2017 Email from Denise Edwards RE: Recreation Subcommittee Meeting

05/19/2017 Email from Denise Edwards RE: Snider Recreation Inc. - Final Order

05/24/2017 Email from Denise Edwards RE: Concession Stand at Roemisch Field – New Bleachers

06/01/2017 Email from Denise Edwards RE: Meeting to be posted – Unity Day Subcommittee Meeting for Event Planning

06/01/2017 Email from Denise Edwards RE: Unity Day notes and meeting

06/01/2017 Email from Denise Edwards RE: May 2017 Community Center Reports

06/02/2017 Email from Gloria Majeski RE: Unity Day notes and meeting

06/04/2017 Email from Jim Walsh RE: Rec. Comm. Meeting June 7, 2017

06/05/2017 Email from Lynn Hallum RE: Rec. Comm. Meeting June 7, 2017

06/05/2017 Email from Joseph Jarmuszkiewicz RE: Rec. Comm. Meeting June 7, 2017

06/05/2017 Email from Dee Germano RE: Rec. Comm. Meeting June 7, 2017

06/06/2017 Email from Jeanne Kaston RE: Rec. Comm. Meeting June 7, 2017

06/06/2017 Email from Denise Edwards RE: Recreation Commission Meeting Cancellation

06/06/2017 Email from Sandy Grubiss RE: Rec. Comm. Meeting June 7, 2017

06/06/2017 Email from Denise Edwards RE: Recreation Commission Meeting Cancellation

06/07/2017 Email from Denise Edwards RE: Open House Planning Meeting

06/07/2017 Email from Denise Edwards RE: Recreation Commission Meeting Cancelled

06/09/2017 Email from Denise Edwards RE: Open House Meeting Notes 6.5.17

06/09/25017 Email from Gloria Majeski RE: Open House Meeting Notes 6.5.17

06/09/2017 Email from Denise Edwards RE: Sanctioning Paperwork to Jean Pelton

06/09/2017 Email from Nancy Fellows RE: RE: NOTIFICATION: WH Recreation Commission Subcommittee Meeting - July 10, 2017

06/19/2017 Email from Lynn Hallum RE: Please post next Rec Commission meeting July 12<sup>th</sup>

06/19/2017 Email from Denise Edwards RE: Please post next Rec Commission meeting July 12<sup>th</sup>

06/21/2017 Email from Denise Edwards RE: WH Recreation Commission Meeting of July 12, 2017

06/21/2017 Email from Denise Edwards RE: Recreation Commission Website and notices

06/21/2017 Email from Gloria Majeski RE: Recreation Commission Website and notices

06/22/2017 Email from Denise Edwards RE: Unity day meeting

06/22/2017 Email from Denise Edwards RE: DATE CHANGE - NOTIFICATION: WH Recreation Commission Subcommittee Meeting - July 17, 2017

06/27/2017 Email from Denise Edwards RE: Unity Day Meeting 6.22.17

06/27/2017 Email from Lynn Hallum RE: Unity Day Meeting 6.22.17

06/27/2017 Email from Sandy Grubiss RE: Unity Day Meeting 6.22.17

06/27/2017 Email from Lynn Hallum RE: Unity Day Meeting 6.22.17

07/03/2017 Email from Sandy Grubiss RE: Recreation Commission Meeting 7/12/2017

07/04/2017 Email from Dee Germano RE: Recreation Commission Meeting 7/12/2017

07/04/2017 Email from Jeanne Kaston RE: Recreation Commission Meeting 7/12/2017

07/05/2017 Email from Denise Edwards RE: Recreation Commission Website and notices

07/05/2017 Email from Denise Edwards RE: 2017 Community Center Reports

07/05/2017 Email from Nancy Fellows RE: Recreation Commission Meeting 7/12/2017

07/10/2017 Email from Jim Walsh RE: Recreation Commission Meeting 7/12/2017

07/11/2017 Email from Joe Jarmuszkiewicz RE: Recreation Commission Meeting 7/12/2017

## COUNCIL REPRESENTATIVE'S REPORT No Council representative present.

### RECREATION REPORT

- **Sports Programs:** Denise Edwards commented that Mark Grubiss and his crew did a great job maintaining the fields this year. Flag football will start registration mid-August
- **Pancake Breakfast:** Final revenue is \$2633.21. Denise advised that she is still reaching out to local restaurants for pancake batter and has not been able to find a business offering a reasonable price. This is a growing concern with regards to the impact it will have on Breakfast with Santa. Consensus was reached to reduce the number of pancake breakfast events from two/year down to one due to the declining revenue and the scarcity of supplies.
- **Eggstravaganza** Subcommittee meeting scheduled for November 6, 2017 to start preparing for 2018.
- **Safety Town** Final report will be available at the next meeting. Nineteen students participated (thirteen in the morning class and six in the afternoon class). Gold Fish Swim School was introduced this year; Mentor Water Team was not available. Special thank you to Elain Crane who has made a donation of \$1,000.00 towards the production of this program.
- **Captain's Game Day** Tickets still available. There will be a table on the concourse designated to the city of Willoughby Hills; suckers will be passed out to the kids.
- **Garage Sale Day** Will take place on Saturday 8/5/17. Applications are due by 7/28/17. Packets are arranged alphabetically by street name and include sale days/house and item available for sale along with a map of the city. Advertising is provided by the city at no additional cost to the participants.
- **Open House** The next planning meeting is 7/17/2017. The sign has been ordered and will be placed outside the community center. Per Jim Jarmuskiewicz planning for this event has been productive and he anticipates a good turn-out. The event is scheduled for Tuesday 9/26 from 5:00 PM - 8:00 PM.
- **Unity Day** Chaired this year by Lynn Hallum. The next subcommittee meeting is scheduled for 7/24/17 at the VFW. The event will be on a Saturday this year. The venue, band, ice cream truck and port-a-potties have been taken care of. The DJ and inflatables are in progress. Signs have been placed around the city to advertise for the event.
- **Art Gallery** Opened last Saturday. Works are featured by artists in Ohio, which include around forty water color pieces.
- **Blood Drive** Scheduled for 7/13/2017 from 1:00 PM through 6:00 PM. There is a shortage of platelets and donors are needed. There will be a raffle.
- **Trunk or Treat** New for Halloween this year. Participants will need to preregister and would be able to decorate their cars. Hayride tractors would be available to carry children across the street for safety. Free for everyone. Ideas for contests and prizes are in progress.
- **Community Center & Rental Report** There was an increase for the month of May and a decrease for the month of June of only \$140.00 compared to last year. July is projected to be a much higher revenue and August is starting to fill up. Saturdays for the O'Ryan room are booked through the end of the year and bookings have started for

the 2018 calendar year; weekend for next year are almost completely booked. There was a concern with regards to the impact on reservations with the price increase and security deposit, however, reservations and revenue are on-track.

**460 FUND** No reports available.

**UNFINISHED BUSINESS** There are two applications for sanctioning for the Community Center; All Choices Matter and The Neighbors of the Historic Maple Grove Grange.

- **The Rick Motuza Memorial** Mark and Denise will meet tomorrow to go over the placement of the bench; the Roemisch Field side of the community center. A dedication is planned for the family at the Corn Fest Concert Wed 8/9.
- **Sanctioning**
  - **The Neighbors of the Historic Maple Grove Grange** Mr. Thomas Marsh, the group's organizer, was in attendance and was asked to come up at this point and make his statement regarding his group's request for sanctioning. Mr. Marsh pointed out that there is an increase in neighbor organized community groups. He said the purpose of his group is to be a good neighbor to the Grange. He provided a few examples of ways his group would help with Grange and also mentioned that he would prefer to have meetings at the Grange versus the Community Center, but was open to either option. Jim Walsh advised that the Recreation Commission had no authority over the Grange and would not be able to grant permission to any activity therein.  
**MOTION:** Joe Jarmuskiewicz moved that the Commission approve the sanctioning for The Neighbors of Historic Maple Grove Grange  
Seconded by Kristina Zeleznik  
Roll call vote: Ayes unanimous  
**Motion passes 6/0**
  - **All Choices Matter** No representative present. Tabled until the next meeting.  
**MOTION:** Sandy Grubiss moved that the Commission approve to table decision until the next meeting.  
Seconded by Dee Germano  
Roll call vote: Ayes unanimous  
**Motion passes 6/0**
- **Concession Stand at Roemisch Field** Concession stand must be ADA compliant. The Willoughby Hills Boys League is working on a dedication to Tom and Bea Horvath, which would include adding their names to the outer wall of the concession stand. The discussion regarding the bleachers has been tabled until the next meeting so that Chairman Lynn Hallum can be included.
- **Tennis Courts/Pickleball Courts** Renovations to the tennis courts are moving forward and will be completed this fall. Any funds unused will be reallocated back to the 460 fund. The company that is refurbishing the tennis courts quoted \$1,000.00 per court to add the lines for Pickelball. It was suggested that only one court be changed to start to gauge popularity.

**MOTION** Kristina Zeleznik moved that the Commission approve \$3,000.00 from the 460 fund to be allocated to the improvement of the tennis court project to cover the 25% share. Any unused funds will be reallocated back to the 460 fund.

Seconded by Sandy Grubiss

Roll call vote: Ayes unanimous

Motion passes 6/0

- **The Roemisch Field Carving** Denise discussed with Mark and he mentioned that the carving needed to be shellacked every year to prevent damage. The service department will be able to provide this service. Denise will provide a further update at the next meeting
- **Other** None.

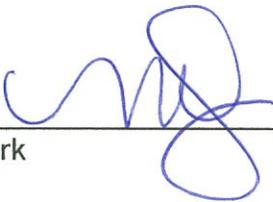
**NEW BUSINESS** Jim Walsh presented the topic of how best to honor Tom and Bea Horvath for their countless services to the City of Willoughby Hills. A consensus was reached to recognize Mr. and Mrs. Horvath at Unity Day. Details to be further discussed at the next Unity subcommittee meeting.

**PUBLIC PORTION** 7:50 PM open/None/7:50 PM closed.

**For The Good Of The Order** Introduced by Jim Walsh. A new restaurant, The Lobster Pot, will be opening in early August and will be renovating the Old Pub 91 and keeping many of the old menu items as well as introducing new items.

**ADJOURNMENT**

Meeting adjourned at 8:52 PM by Jim Walsh

  
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Clerk

  
\_\_\_\_\_  
Chairman

Date approved: 9-6-17

Note: Meetings of the Recreation Commission are recorded and recordings are public record.