

MINUTES

Recreation Commission

City of Willoughby Hills

September 7, 2016

CALL TO ORDER: 7:02 pm
PRESENT: Lynn Hallum, Chairman; Joseph Jarmuszkiewicz, Vice-Chairman; Sandy Grubiss,
Jeanne Kaston, Jim Walsh, Kristina Zeleznik, Dan Philipp, Dee Germano
ABSENT:
ALSO PRESENT: Denise Edwards, Rec Coordinator; Theresa Baptie; Clerk

DISPOSITION OF MINUTES OF June 8, 2016

MOTION: Jim Walsh moved that the Commission approve the minutes
Seconded by Dee Germano
Roll call vote: Ayes unanimous w/ 4 abstentions
Motion passes 4/0

CORRESPONDENCE

6-10-2016 Email from Denise Edwards RE: Rec Meeting – 9/11 Memorial Service and Picnic (Council
Agenda – Motion Passed)
6-10-2016 Email from Gloria Majeski RE: RE: Rec Meeting – 9/11 Memorial Service and Picnic (Corn
Fest Donation)
6-12-2016 Email from Denise Edwards RE: Rec Meeting – 9/11 Memorial Service and Picnic
6-24-2016 Email from Denise Edwards RE: 2016 Willoughby Hills Community Night
6-30-2016 Email from Denise Edwards RE: 9-11 Flyer Contest
7-1-2016 Email from Denise Edwards RE: 9-11 Flyer Contest
7-1-2016 Email from Denise Edwards RE: WH City 9-11 Flyer
7-5-2016 Email from Frank Brichacek RE: Fund 460 Financial Reports – June 2016
7-8-2016 Email from Denise Edwards RE: 2016 June Rental Summary/Usage report
7-14-2016 Email from Denise Edwards (Jeanette Nelson) RE: Next 9/11 Meeting
7-15-2016 Email from Denise Edwards RE: 9/11 Banner
7-18-2016 Email from Denise Edwards (Jeanette Nelson) RE: Next 9/11 Meeting
7-19-2016 Email from Denise Edwards RE: Agenda Item for Sept. 7 Recreation Commission Meeting
(Gloria)
7-19-2016 Email from Denise Edwards RE: Willoughby Hills Recreation Commission Subcommittee
Meeting –Wednesday, July 20, 2016 (Nancy Fellows)
7-21-2016 Email from Denise Edwards RE: 9/11 Event Meeting at the VFW
7-21-2016 Email from Jason Zhao RE: Inflatables CE ---Magical

7-22-2016 Email from Denise Edwards RE: Regularly Scheduled Meetings to be Posted Recreation Commission Subcommittee for the Planning of the WH Community Unity Day on 9/11/16 (Council)

7-25-2016 Email from Denise Edwards RE: Recreation Commission Subcommittee for the Planning of the WH Community Unity Day on 9/11/16 (Council)

8-1-2016 Email from Gloria Majeski RE: Commissions (Nancy Fellows)

8-3-2016 Email from Denise Edwards RE: 2016 July Rental Summary/Usage report

8-3-2016 Email from Denise Edwards RE: Recreation Commission Subcommittee for the Planning of the WH Community Unity Day on 9/11/16

8-4-2016 Email from Denise Edwards RE: Changes: Recreation Commission Subcommittee for the Planning of the WH Community Unity Day on 9/11/16

8-4-2016 Email from Denise Edwards RE: 9-11 Meeting Minutes 8-3-16

8-9-2016 Email from Denise Edwards RE: Willoughby Hills Community Unity Day Meeting Reminder

8-10-2016 Email from Denise Edwards RE: 2016 Garage Sale Recap

8-12-2016 Email from Denise Edwards RE: Idea to Promote the Event

8-16-2016 Email from Denise Edwards RE: December 22 Blood Drive

8-16-2016 Email from Denise Edwards RE: Meeting Reminder and Tentative Schedule (Unity Day)

8-18-2016 Email from Denise Edwards RE: 9-11 Meeting Minutes 8-17-16

8-18-2016 Email from Denise Edwards RE: Willoughby Hills Community Unity Day Posting (flyer)

8-24-2016 Email from Denise Edwards RE: Volunteers Need – WH Unity Day on Sunday, 9/11/16

8-24-2016 Email from Gloria Majeski RE: Meeting Reminder and Tentative Schedule (Unity Day) (Jim)

8-25-2016 Email from Gloria Majeski RE: Meeting Reminder and Tentative Schedule (Unity Day)

8-30-2016 Email from Denise Edwards RE: 9/11 Day Letter – Red Cross

8-30-2016 Email from Kevin Trepal RE: Plan4Health – Rec Commission Exhibits

8-30-2016 Email from Denise Edwards RE: VFW Meeting Reminder

9-6-2016 Email from Denise Edwards RE: 2016 August Rental Summary/Usage report

9-7-2016 Email from Denise Edwards RE: 2016 Safety Town Recap

9-7-2016 Email from Frank Brichacek RE: Fund 460 Financial Reports – August 2016

Reports

- Community Center Usage - received from Denise Edwards 9/6/2016
- Rec Reports - received from Denise Edwards 9/6/2016
- 460 Report - received from Frank Brichacek 9/7/2016

COUNCIL REPRESENTATIVE'S REPORT None

Plan4Health Grant Plan for Roemisch Complex w/ Cleveland Metro Parks David Radachy Director of Lake County Planning and Development spoke first to introduce the Plan4Health Project. It is an American Planning Association Grant received for Lake County, is 1 of 17 nationally that were awarded. The money is coming from The Center for Disease Control and AVA National. The basic premise of the grant, they received \$150,000 in 13 Community's in Lake County (\$10,000 to do an action plan) to do either a Systems Change which involves changing either zoning laws/adding complete streets or

Environmental Change which would change a park, add white plains or add a playground for our community (includes school nutrition programs/bike lane feasibility study strategic plan). The goal of the grant is to improve the health care of Lake County over all, there are 13 other community's besides Willoughby Hills. Willoughby Hills will hire the contractor, Cleveland Metro Parks was invited to participate in the program as they have land that crosses W.H. property; they have a plan for North Chagrin Manakiki. The team will help with grant writing, after the Action Plan/W.H. design and trying to find funding to help pay along with the program. They are working with Bowen & Bowen to make the park design; they will do engineering studies. Pete DeFranco with Richard Bowen & Associates and the city's Engineer spoke next. They are working with the Mayor's Administration; specifically Gloria and Mark. Paths that connect Manakiki to the North Shore Reservation works well because they are also shown on the Metro Parks Master Plan. Sarah Myer is here from Metro Parks and they have been very cooperative. The intent is to provide a trailhead at Manakiki so people can park there, get on the trail and make it all the way to North Chagrin through Campbell Park and Roemisch Field. Eventually people will be able to get concessions at Manakiki. The path would start at Manakiki along Eddy Road through Campbell Park and the City Hall complex onto to S.R. 6 then either connect to North Chagrin, at their entrance drive or a reconfiguration the Metro Parks are working on. Also would like to put paths through Roemisch Field to provide circulation through the park. Another component would be a playground for the children the current playground needs work so it will be replaced. Another playground added at Roemisch as well as a fitness cluster for the adults located near the children's playground with the idea that parents can use the cluster while their children are on the playground. Also a connection around Dickson Rd. and S.R. 91 which in the future could connect to Strawberry Lane, providing multiple ways to get to North Chagrin. This first step is getting it on paper, might not come to reality or might happen in pieces, it's our "wish list" and the first step is applying for the grants. Jim Walsh questioned whether there would be a possibility of getting a few feet of property where Dixon's becomes Forest Lane from the few neighbors to provide a path thru there instead of bringing people out on Som Center. Mr. DeFranco said it certainly can be looked into. Will be looking at best safety options for the road crossings. Lightly used side streets will be used for travel. CONSTRUCTION of the plan is a grant that still needs to be applied for. The goal is to have the plan completed by December, have a couple more internal meetings with City Staff, planning to come back to Recreation at November meeting.

RECREATION REPORT

Sports Programs: Baseball-Softball Baseball/Softball has ended. Joe reported girls 14 U took 2nd place, 12 u barely finished the season but that's something we're working on for next year. Lynn reported 8 u won 1st playoff game lost the 2nd, they improved a lot. Joe met with Willoughby discussed the different ideas of what we liked this year and what we want to do differently for next year. Going to be having a Rules Committee Meeting in Nov/Dec, welcome to attend to give your input. Owe for trophy's, waiting on the bill. Good season, fields were great, would be a good idea to work on the fields in the fall/prepare them for winter. Denise - we did the advertising for our sponsors we are very appreciative of them. **Flag Football** has started, we have 49 boys and girls participating this year, Saturday the 17th kicks off the season. Mark has been working on the fields, we are grateful to our Service Dept. for all everything they do for us. **Safety Town** Report handed out today is not finalized yet. There were 19 registered, last year it was 26. Thinks the News Letter not going out affects turnout, missed the boat on

advertising. Thank you to Craig Anderson who was great w/ a little boy who cried the entire time due to separation anxiety. Kids got a Safety Town shirt and a sized helmet (AAA) with their name on it. A huge thank you to Elaine Crane for her gift of \$3000 for 3 years, helps pay our instructors. Mentor Fire Dept. came to teach water safety, Dr. Dennis from the Animal Hospital came to teach animal/bite safety. Joe Zawatski brought food he had left from an event and fed our volunteers and provided snacks throughout the week. W.H. Lions donated \$40 towards pizza, Service depart prepped the basketball court, police helped with everything, Lou Dimatio/Chief lead the kids on a tour through the Fire House, the Mayor and Gloria took the individual pictures for students and Kid Prints cards for the parents to have that contained their finger prints and information. Confirmed with the instructors next year's Safety Town will be June 26th thru 30th. **Captains Appreciation Day** was Sunday July 3rd, it was a fireworks night, and the Captains gave us the special promotion pricing and as usual gave us the baseball players for free. They never gave us a final count but saw a of Willoughby Hills family members there. **Garage Sale Day** the only thing we paid for this year was The News Herald advertising, it ran on Thursday and Friday's paper and also online. Had a total of 71 residents that registered plus a few that called and asked if they could have theirs also, it is advertised for all W.H. residents. Radio WINT - Ray Somich helped promote, Craigslist, Facebook, we advertised @ The Captains game and church bulletin. Sandy from Divyne Design does a lot of our banners did the date changes w/out charging us. Calvary also did a rummage sale that day. We had a \$100 budget and spent \$61.30. We got a lot of positive feedback. **Art Gallery Reception** is Friday from 7-9:00 at the Community Center featuring the Willoughby Hills Quilt Guild, refreshments @ the Gallery, there will be vendors set up and they have 14 wonderful baskets, tickets are \$1 a piece or 6 for \$5. **Unity Day** is this coming Sunday the 11th, everything's approved, will be at the VFW Post 4358 at 29412 White Rd. Agenda; 11-noon is the ceremony 9/11 remembrance; Mayor Werger is going to give recognition to our first responders here in the city w/ a coin presentation, then the Benediction, food will follow that. There will be roasted corn, VFW is doing hot dogs/hamburgers/pulled pork & Bratwurst. There will be a lemonade trailer, VFW Ladies Auxiliary is doing a bake sale, the Rec Commission will do sweets candy corner booth, there will things for kids to buy and juice boxes.

12:30-2:30	Prime Time Swing Band
1-2:00	Family Field Games (picnic type event)
1-3:00	Kids Games (prizes/small donation)
1-4:00	Balloon Ninja (Corn Fest is paying for him)
2-5:00	Two Family Inflatable's will be out
2:30-5:30	DJ w/ Family Music

The Red Cross is coming, they will have signups for future drives or to volunteer and video footage from 9/11, Wags for Warriors will be there as well as Purple Hearts Veterans Home and the Library. There is a 50/50 deck of cards raffle, Police/Fire & Veterans will be there. Denise's father was presented w/ a piece of granite when he visited the site and he will be bringing that for people to view. Rec members try to invite 10 other families, tell your kids to invite their friends (games & prizes), post it on your Facebook page, tag people to invite. Information was sent to schools however it is no longer done by flyers sent to the school to be sent home in folders, now information is sent via PDF file by the 20th of the month and they place information on "click here" menu on their website Mayor Werger did a great job putting together a schedule in the newsletter encouraging all the family members to come out for the community event. Setup is @ the VFW @ 10:00. **Touch-A-Truck** Saturday the 17th from 10-2:00, Helicopter, Rec Commission will have Sweets Corner Booth. **Craft Show** is sold out. We do have the Health Department check food products, everything has to be hand-made, it is Saturday October 8th

from 9-3:00. **Halloween Party** is Friday October 21st from 6-8:00, Mayor will do the Haunted Hayride, games and candy.

COMMUNITY CENTER REPORT For July \$8,663.00, last year \$5,505.00, August \$5,538.00, last year \$7,860.00, ended up having to give some refunds due to power outages. So far this year we are at \$47,374.50, last year \$46,469.00. Allison who has been with us for quite some time has decided that after this year of college she will be getting an internship. Z who is starting her freshman year at John Carol has decided she will be seasonal with us. Sylvia Carter has joined us as an adult on call, she enjoys doing the weekends, we are happy to have her.

Joe commented that he noticed at field G the bathrooms are put in, Denise informed us that it was done by the Boy Scouts Eagle Scout project, so next yea we have a nice area when we put out houses in. At Garfield Park they put in a real nice enclosure to provide a little more privacy. Joe took a moment to thank Mayor Werger and Gloria for all their help they've provided us with in all the projects through the year, without their help we could not be as successful as we are. Too often we don't hear about all the good things that you do, whenever we need help you're always there and are big assets to the community.

Other Denise informed us that at the next meeting we will talk more about Winter Fest and Breakfast with Santa. She talked to the new Fire Chief and he is all on board and excited about having Winter Fest over at the Fire Department. We will invite him to our next meeting to involve him in the sub-committee.

460 FUND The Unencumbranced Balance for August (possible type o as it says July on YTD Fund Report page) is \$42,401.64. Joe questioned whether it says anywhere how much of the funds appropriated for the ball fields is left. Denise reminded us under improvements we still have the money appropriated for the tennis courts (update, they said sometime in the fall we would get an update on our grant). Lynn stated that maybe it's the encumbered of \$1,762.44, discussion ensued, Lynn said she would make a note to check with Frank just to verify that we a reading it correctly.

UNFINISHED BUSINESS

Lynn stated that typically here we've had discussion about the Roemisch Complex Plan, we had the presentation earlier and we've talked about the field updates, again Gloria and everybody who worked on it thank you for putting that grant together, we appreciate all the hard work that went into that. Gloria stated that there is a lot more to the grant than what was covered tonight, the actual name is Romisch Field Revitalization w/ Park Connectivity. We have to drag our feet a little because you can't have things done already. They didn't touch a lot on the enhancements today. Connectivity w/ the Senior Apartments and St. Noel. Its three phases. Trying to reach out to different groups that can help, the Mayor has a meeting w/ kids from the Tech Center. Lynn informed us that there is going to be a 9 hole putt putt course.

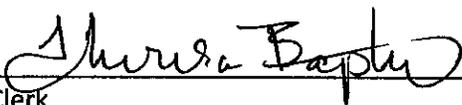
NEW BUSINESS: Gloria spoke RE: presently written minutes are posted to the web site, a resident came to the Council meeting and stated that the Council written minutes were not posted in a timely manner and asked if they could be posted in audio form, they agreed and then presented that all committee

minutes be posted in audio form. Planning/BZA wouldn't be able to because they have referring maps/plans to look at but Recreation certainly could. We will address this at the next meeting.

PUBLIC PORTION: Opened @ 8:11. Jeannette Nelson 33930 Rosewood Trail wanted to come in person to let us know she had to resign from the Recreation Commission due to the language in Article Nine in the City Charter she can longer volunteer if her daughter were to become an employee of the city, she is now sixteen and looking to become monitor across the street. She appreciates all the work that everyone has done for the city and will continue to help out. Denise thanked Janette for all her help through the years and that she is looking forward to having Lexy, she has been a wonderful volunteer. Lynn informed Janette that we are sorry to see her go. Public Portion closes @ 8:15.

ADJOURNMENT

Meeting adjourned at 8:15 pm by Lynn Hallum, Chairman


Clerk


Chairman

Date approved: 10-5-2016

9/27/16 TAB

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