MINUTES
Recreation Commission
City of Willoughby Hills

June 4, 2014

CALL TO ORDER:	8:00pm
PRESENT:	Dan Philipp, Chairman; Lynn Hallum, Vice-Chairman, Barbara Araps, Gloria Majeski, Jeanette Nelson, Dee Germano, Council Representative John Plecnik
ABSENT:	Joseph Jarmuszkiewicz
ALSO PRESENT:	Recreation Coordinator Denise Edwards, Theresa Baptie, Clerk

DISPOSITION OF MINUTES OF May 7, 2014
Lynn Hallum asked if this was the updated version of the minutes to which Theresa Baptie replied yes, this is not the version that was sent in the email to the Committee.

MOTION: Lynn Hallum moved that the Commission approve the minutes as submitted.
Seconded by Gloria Majeski
Roll call vote: Ayes unanimous
Motion passes 6/0.

CORRESPONDENCE

5/15/14	Email from Gloria Majeski RE: Roemisch Complex plan.
5/16/14	Email from Terry Baller RE: Roemisch Complex plan.
5/15/14	Email from Gloria Majeski RE: Bocci Court Committee Meeting Minutes of 5/13/14.
5/18/14	Email from Gloria Majeski RE: Corn Fest Meeting Minutes of 5/12/14.
6/2/14	Email from Denise Edwards RE: May 2014 Community Center Reports

Reports: Community Center Usage – Received from Denise Edwards on 6/2/14.
Community Center Rental Reports - Received from Denise Edwards on 6/2/14.
460 Report – Received from Frank Brichacek on 6/2/14.

COUNCIL REPRESENTATIVE'S REPORT as reported by Councilman John Plecnik:
"Well as I told Council during the semester I wouldn't be able to join the Rec Committee for meetings but fortunately we're in the summer and I'll give you a very brief three item report. First off as you all know we shepherded through our rental usage updates through Council, and along those lines I'd like to thank Denise for her hard work on that and to remind all of you if there's anything the Rec Committee thinks we need in the way of an ordinance as the Chair of the Recreation Committee of Council I'm always available by phone by email or to meet with you in person to try and get legislation through. But Denise and I are in touch so if you have a concern definitely bring it to Council and we'll try and address it as quickly as we did before. Secondly, I see that you've had in your agenda previously in this meeting a discussion on Article IX issue and conflicts of interest. I'll just say that where we are in terms of having a Charter Review Commission as a matter of Council is the Mayor has a proposed slate that he's nominated and Council is currently reviewing those nominees. We had some of those come to our Rules and Legislation Meeting previously. The candidates are invited to come to our next Rules and Legislations Committee Meeting and possibly Council could vote on it in the next meeting, it may be at a later date, but at this point that Commission is in review by Council. As third matter this is somewhat tangentially related to the Recreation Commission but given our concern for kind of the beatification of the city and our parks and how we often invest money in signage and the like, I think you'd be

interested to know that our joint Committee of Service and Finance we discussed the Pleasant Valley Road Bridge. Apparently for some years the City failed to deposit trust fund moneys in the Pleasant Valley Road Bridge Maintenance Trust Fund and now that Council has looked at the issue we realize we're going to have to make a rather large transfer to satisfy the amount which I believe is $15,000.00 a year that we hadn't made in the past which caused some members of the Finance Committee and I think the Finance Director as well to question whether or not we want to keep the bridge open depending on how expensive it might be. So I just wanted to kind of notify or flag for the Rec Commission that there's some concern that the Pleasant Valley Road Bridge might be closed due to financial issues. Personally I would hate to see that happen as a history buff but I though that it was relevant to the Commission just to know that that was discussed at our Service & Finance and Meeting. Thank you."

RECREATION REPORT

Sports Programs. **Baseball and Softball.** Are in full swing. A few rain out "make-up's" needed. Nate Catania is doing a great job maintaining fields. Talked about few times before but now definitely need to look into; porto potty's across the street for comfort of the families. Fields "G" and "H" are too far away.

Football registration is beginning, already have a couple. Cut off for the roster and getting everything ready is a little bit earlier than Joe is used to. Everything has been sent to the schools to get the interest, signs are out to be seen. Please let those you know who are interested that registration is earlier this year.

Cornfest Concert. June 18th being held across the street at the gazebo. Community Center rain back up plan is in place. *Prime Time Swing Band* to perform 7-9:00 p.m. Ice cream truck and other vendor rain or shine. Probable parking problems will be addressed RE: St. Noel and the Library. Community Center not booked for both dates as to not interfere.

Safety Town. July 7 thru 11th, been working Julianne, Nancy and Craig Anderson. Jim Vitale will be providing the traffic and a few houses. Having a little graduation on the last day, inviting the Rec Commission Members to attend. There are two sessions, morning and afternoon, light refreshments provided. Taking pictures for the families. Fundraising and a little bit of the budget used to provide the helmets that are given out with the diplomas at the end.

Captains Game: Willoughby Hills Community Night. Game Sunday July 16th @ 6:30. Forms are on line, given out at the Community Center and passed out to the baseball Leagues. Will be parading through with the players and there will be a drawing for the families that sign up to high five the players as they come on the field. Fireworks night also. Food vouchers, Kid Zone all you can play for $6.00 wristband, purchased in advance, $9.00 the day of the game. There's a merchandise voucher this year purchased for $5.00, you get your choice of a mini bat, logo ball or foam finger. Parking passes available for $6.00. Since some information was not with the picture packets for the teams, Denise will forward a copy to each of the teams from the roster. Talk to Steve Roszczyk; since allowed to have a table in the concourse and we want to kick things in high gear regarding our city, put out W.H. business's information.

Community Garage Sale. August 9th- replacing the Flea Market because we found in the past that between the number of vendors, rain-outs and the shoppers it was just a hit or a miss. If you would like to have a garage sale there is a form with name, address and what is it that you have, cut-off to have everything in by is July 18th. It will be on the web site, community channel and all other places we have access to. Looking into signage, maybe just small ones by CVS and The Cleveland Clinic instead of banner.

COMMUNITY CENTER REPORT. This year @ $5,465 vs. last year $6,545. Looked at history since such a difference, this year 62 rooms rented vs. last year 58. This year we had things like the Irish Dance and such instructional classes which do bring a little bit of money but we lost a Council member's fundraiser and also the Miniature Sale (due to lack of vendors) which rented the O'Ryan Room and the foyer for 2 days, so we lost that revenue. To date we are still ahead.

460 FUND. As of June 2, 2014 has a Unencumbranced Balance of $37,355.87. There are no questions regarding this balance.

UNFINISHED BUSINESS.

Bocce Ball Courts Sub-Committee Meeting Minutes attached; Gloria Majeski reported via Mayor Weger that it was very short, in attendance were Mayor Weger, Alessio DiFranco and the gentleman from Mr. Excavator who gave some

pricing. Lynn Hallum pointed out we need to find out the difference between a $7,000 court, which was the first amount heard vs. a $50,000 one. Chairman Dan Philipp said from what he's discussed with other people that price seemed a bit high.

New Grill @ Campbell Park. Gloria Majeski worked with "Cindy" @ Busy Bear to find a grill within their store as we wished to purchase locally, could not find one comparable to replace the one already there. Voted to go with one found on the internet (20"x 60"x 10") priced @ $827.90 w/ $100 for shipping and concrete pad (Maintenance to do) total would be $1,647. Dan Philipp made motion to allocate $1,647 for the grill at Campbell Park, Barbara Araps seconded the motion. There are a couple of broken picnic tables, will have Nate inspect all picnic tables to see if there are safety issue with any others.

Meeting with Terry Baller; Roemisch Complex Plan. Dan Philipp reported that they discussed long term and short term plan. We have more green area with the soccer filed being moved, discussed a playground, possibly juggling some fields around. Dan Philipp walked the complex with Terry Baller. Terry will get us a couple of idea sketches and plans drawn within the month. Lynn Hallum asked if our options were 1: we don't move anything else or 2: we decide to overhaul the whole complex. There are a lot of things that factor into the equation; what our amenities are, parking and concession are the amenities right now, where our sports plans are going in the future, add fields, move or condense fields, playground. Denise Edwards stated that the Bocci Courts were discussed as part of the plan. Dan Philipp stated that the central point at the bend where the Majors field is, on that corner might make a great place for a future concession stand and bathrooms. Terry Baller discussed at the meeting that possibly the EPA storm water grants might be an option for funding a parking lot. Gloria Majeski suggested that Joe should be part of the next meeting representing The Boys League and Tom Horwatt because of his years with The Boys League

Bulletin Board at Garfield Park. Matt Dolinar finished his Eagle Scout project on, he made an enclosure for the porta potty which is nice. Denise and Kyle went up and unveiled it, there are places for future postings, baseball schedules etc. John Krause called re: another Eagle Scout he has that wants to contribute by working on the benches at the soccer field.

Recreation Committee Follow-up to Article IX Issue. Dan Philipp asked Councilman John Plecnik to speak on this. Councilman John Plecnik replied that the Mayor has appointed candidates then Council has to vote to approve them kinda like a miniature of the President nominate Supreme Court Justice's and the Senate confirms so that's the stage we're at. We still haven't interviewed all the candidate so hopefully the rest of them will be able to come to Rules and Legislation Committee Meeting. Dan Phillip asked if that could come about quickly, Councilman John Plecnik replied that it could it just depends on Council. Dan Philipp replied ok. Lynn Hallum pointed out that the whole Charter will be reviewed so it will be many month's long process. John Plecnik said depending on when they're appointed they might have more or less time to do it and given how short the time span would be to get something on the November ballet I think that either they may be appointed after, I forget the exact date, September 2nd, so that they could have a full year to consider it or even appoint them now and then they may have to be re-appointed because I don't think it's realistic to look at the entire Charter in about 2 months so in all likelihood this will be a many months process.

NEW BUSINESS:

Dates for 2015 Planning. Discussed event magnets, when does that information need to be in by? They came out at Pancake Breakfast this year. Dan Philipp said it would be ideal to have them done for Christmas time and hand them out at Winterfest. Halloween Party is October 17th, on a Friday this year because we lose two days rentals when it's on a Saturday evening, won't interfere with football and volunteer competition from football and the Lake Metroparks Haunted Hayride. Easter is on April 5th, if we keep both Pancake Breakfast's will be looking at Sunday March 1st and the 8th. Will we be doing the Spring Craft Show again and do we do it before Easter? March first two weekends for Pancake Breakfast, then do we do March 21st the following Saturday after the Lions Pancake Breakfast or March 28th the following Saturday? Will have no rentals, when work was done on the Ordinance/Charter with John, March was put as a prime month just because of the fact that we know it is our month for events so we know the numbers will be soft, per Denise Edwards. Need to schedule around Safety Town. Denise Edwards just delivered registration applications for

Longfellow and Kennedy Pre-school, already have 11 scheduled for morning session and 5 for afternoon. If anyone asks, steer them towards the afternoon session. Need to see if Captains offer again for Willoughby Hills Appreciation day. Will see how Garage Sale works out. Touch A Truck is always the 3rd Saturday so it will be the 22nd. next year. Have dates for the Art Gallery already. Moved Winterfest this year to get it away from Thanksgiving weekend. Denise Edwards will have a list prepared for the next meeting. Gloria Majeski relayed information from Joann who runs the food pantry in Willoughby how she really appreciated Winterfest because it produced a lot of toys that came her way and she was able to help a lot of young families in need with them. Lynn Hallum relayed a request from a citizen who play tennis at Campbell Park for lights on the tennis courts. No July or August Meeting.

PUBLIC PORTION: None

ADJOURNMENT

Meeting adjourned at 9:02 pm by Chairman Phillip.

Clerk

Chairman

Date approved: 9-4-14

8/27/14/TAB

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

RECREATION COMMISSION Correspondence List
for 9/3/14

Email dated 6/5/14 from Denise Edwards RE: WH Community Night at the Captains & attached Registration Form
Email dated 8/29/14 from Denise Edwards RE: Final Report for Willoughby Hills Captains Day

Email dated 6/9/14 from Frank Brichacek RE: Grill from 460 Fund (& con't communications)
Memo dated 6/9/14 from Recreation Commission Clerk, Theresa Baptie To: Mayor Robert M. Weger Subject: Transfer to Recreation 460 Capital Improvement Fund
Memo dated 6/9/14 from Mayor Robert M. Weger To: Frank Brichacek, Finance Director Subject: Transfer to Recreation 460 Capital Improvement Fund
Email dated 7/15/14 from Gloria Majeski & Diana McCann RE: Delivery of Campbell Park Grill

Email dated 6/9/14 from Denise Edwards RE: Willoughby Bands - the official start to the 2014-2015 Season

Email dated 7/21/14 from Denise Edwards RE: 2014 WH Garage Sale Day Shopping Flyer
Email dated 7/25/14 from Denise Edwards RE: WH Community Garage Sale Day on 8/9/14 & attached List
Email dated 8/8/14 from Denise Edwards RE: Willoughby Hills Community Garage Sale Day 8/9/14 Update
Email dated 8/21/14 from Denise Edwards RE: Final Report for the Willoughby Hills Garage Sale Day

Email dated 7/22/14 from Denise Edwards RE: 2014 Campbell Park Rentals List

Email dated 8/12/14 from Denise Edwards RE: July 2014 Community Center Reports
Email dated 8/28/14 from Denise Edwards RE: The June 2014 Community Centers Reports
Email dated 9/2/14 from Denise Edwards RE: The August 2014 Community Centers Reports

Email dated 8/26/14 from Denise Edwards RE: Final Report from the Recreation Department for Touch A Truck

Email dated 8/27/14 from Gloria Majeski RE: add to the agenda: Grill Update, Fall Corn Fest Concert Update, Pool Pass Subsidy Report
Email dated 8/28/14 from Denise Edwards RE: Topics for the Agenda that will covered in my report.
Email dated 8/28/14 from Denise Edwards RE: Please add it to the list for the Agenda Willoughby Hills Captains Day

Email dated 8/28/14 from Dee Germano RE: Commission be willing to change meeting night to the 1st Tuesday of the month instead of Wednesday?

Email dated 8/28/14 from Denise Edwards RE: 2015 Proposed Recreation Event Dates

Email dated 9/3/14 from Frank Brichacek RE: 460 Report

Reports

- Community Center Usage - Received from Denise Edwards on 6-2-14, 8-28-14 & 9-2-14
- Rec reports – Received from Denise Edwards on 6-2-14, 8-28-14 & 9-2-14
- 460 Report – received from Frank Brichacek on 6-2-14 & 9-3-14

BZA Clerk

From: Willoughby Hills Recreation Department [Recreation@WilloughbyHills-OH.gov]
Sent: Thursday, June 05, 2014 11:23 AM
To: Joe Jarmuszkiewicz; J R; tom elliott; tbhorwatt@aol.com
Cc: Barb Araps; Dan Philipp; Dee Germano; Gloria Majeski; Jeanette Nelson; John Plecnik; Lynn Hallum; Willoughby Hills Recereation Commission
Subject: WH Community Night at the Captains

Importance: High

Attachments: 7.13.2014 WH Community Night at the Captains.pdf

7.13.2014 WH Community Night a..

Good morning everyone! Please pass onto the coaches and parents the attached registration form for the Willoughby Hills Community Night at the Captains Game on Sunday, 7/13/14. The game takes place at 6:30pm and is on a Family Fun Sunday plus it is a Fire Works night. There are many incentives that they are offering to our group. The best is - ALL PLAYERS IN THE WH LEAGUES ARE FREE!!!

They are offering a Pre-Game Parade to celebrate the WH Girls Softball and WH Boys Baseball Players! We would love to have all of our team represented in the parade. The players and coaches must arrive at 6:05pm at section 103 in the right field to participate. Please let the players know to wear their game jerseys.

When you purchase your tickets, your player(s) will be registered in a special drawing. The winners will get to take part in the HIGH FIVE TUNNEL that night.

Please encourage the coaches and players to participate in this event.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department 35400 Chardon Road Willoughby Hills, Ohio 44094 440-975-3540 Recreation@WilloughbyHills-OH.gov

440-954-WINS
CAPTAINSBASEBALL.COM

LAKE COUNTY CAPTAINS

CLASS A AFFILIATE

Willoughby Hills Community Night

Sunday, July 13, 2014 @ 6:30 PM

Event Details:

- Any player in the WH Girls Softball, or the WH Boys Baseball League will receive one **FREE** Captains ticket
- Every player ticket bought will enter you in a raffle to take part in a **HIGH FIVE TUNNEL** that night
- **Pre-Game parade** celebrating the WH Girls Softball and the WH Boys Baseball players!
  (Must arrive at 6:05 - meet in **Right Field - Section 103**)
- Family Fun Sunday
  Kids run the bases post game!
  Concourse Entertainment!
- Post-Game **Fireworks Show!**
- **Mayor Robert Weger will be throwing out the first pitch**
- $9 Advanced discounted tickets for family and friends
- $6 Advanced food voucher
  Includes hot dog or hamburger, chips and soft drink
- $6 Kids Zone all-you-can-play wristband available
  ($9 Day of game)
- $5 Merchandise voucher
  Choice of - Mini-Bat, Logo Baseball or Foam Finger

NOTE - Tickets will not be mailed out until March 15th

For more information contact Nick Dobrinich at (440) 975-8085 ext. 110; NDobrinich@captainsbaseball.com

Cannot be combined with any other offers - Please return form prior to one week before event date

Mail order to: Lake County Captains Attn: Nick Dobrinich 25300 Vine Street Eastlake, OH 44095
Phone: (440) 975-8085 ext. 110 Fax: (440) 975-8988 Email: NDobrinich@captainsbaseball.com

Name:				Player Name:		DOB:
Address						
City				State		Zip
Phone						
E-Mail				# of Free Tickets **(Players Only)**		
Credit Card Type	VISA	MC	AMEX	DISCOVER	# of Additional Tickets @$9	
Card Number			Exp	3 Digit Code	# of Food Vouchers @$6	=
					# of Kid Zone AYCP Wristbands @$6	=
					# of Merchandise Vouchers @$5	=
						Total =

ORDERS MUST BE RECEIVED
ONE WEEK PRIOR TO
THE GAME DAY—July 6th
OR CALL (440) 975-8085 x110

CLASSIC PARK
EASTLAKE, OHIO

WH Community Night **Sunday, July 13, 2014**

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Friday, August 29, 2014 9:01 AM
To: Willoughby Hills Recereation Commission; 'Mayor Robert Weger'; Gloria Majeski; 'Frank Brichacek'
Subject: 2014 Recap of the Willoughby Hills Captains Day
Attachments: 2014 Recap of the Willoughby Hills Captains Day.docx

Good morning. Here is the final report for the Willoughby Hills Captains Day. There are no expenses/income to report.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

2014 Recap of the Willoughby Hills Captains Day

Sunday, July 13th, 6:30 pm game vs. Great Lake Loons
The Captains won, 9-7
Super Hero and Fireworks Night

Thank you to the Captains: The Captains offered special promotions and pricing for Willoughby Hills residents. Willoughby Hills Softball or Baseball players received a free ticket with an adult ticket purchase. They had a raffle for the players that attended to win a spot in the High Five Tunnel as the Captains entered the field. They also offered an opportunity for the Willoughby Hills players to parade around the field before the game.

Advertising included the flyers/order forms provided by the Lake County Captains, The City of Willoughby Hills Newsletter sent to the residents, on the magnets, the Community Channel, the Recreation website, on the brochures we create for events plus it was announced at all of our events. The flyers were on the baseball/softball registration table during the pancake breakfasts. Skipper even came to the Easter Party to help promote the event. In addition, the baseball and softball coaches were given the Captains flyer with the picture packages at the beginning of the season plus the leagues were asked to forward the informational email to the coaches to pass onto the players. The week of the game, I sent all of the parents a reminder email.

Thank you to Gloria Majeski, Mayor Weger, Jeane Kaston, Denise Reichelt, and Barb Araps for helping at the Willoughby Hills table on the main concourse.

We did get a complaint about the lack of communication for the baseball players for this this event. As mentioned above, we put the word and paperwork out. I confirmed with Jeff and Joe that they did receive the email at the beginning of the season and passed it onto the coaches. We will avoid the email tree in the future and send the emails directly to the families.

For 2015: We will make sure that we personally email each family from the baseball and softball leagues. Another idea that was an afterthought, contact the local WH businesses and have them on the concourse advertising.

The 2015 will be determined in December per the Captains.

No Income/Expenses to record for this event

BZA Clerk

From: Frank Brichacek [frankbrichacek@willoughbyhills-oh.gov]
Sent: Monday, June 09, 2014 12:41 PM
To: gloriamajeski@willoughbyhills-oh.gov
Cc: Rec_Commission@WilloughbyHills-OH.gov
Subject: RE: grill from 460 fund

Gloria,

Did the Rec Commission approve this by a motion? I need a copy of those minutes showing their approval for the file so the auditors don't have to go through the Rec Commission's minutes later looking for the Commission's approval.

Frank

From: Gloria Majeski [mailto:gloriamajeski@willoughbyhills-oh.gov]
Sent: Monday, June 09, 2014 12:30 PM
To: 'Frank Brichacek'
Subject: RE: grill from 460 fund

Yes, Theresa got me the memo this a.m. and Mayor accompanied that with his memo to you, so we should be all set. Thanks for the account # to move forward.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

From: Frank Brichacek [mailto:frankbrichacek@willoughbyhills-oh.gov]
Sent: Monday, June 09, 2014 12:20 PM
To: Finance@willoughbyhills-oh.gov; gloriamajeski@willoughbyhills-oh.gov
Subject: RE: grill from 460 fund

Gloria/Sharen,

Use account 110.460.56100 for the grill. Also, to clarify, I asked for a copy of the resolution (or the minutes that show that a motion was made if no resolution was done) authorizing the use of the 460 Fund for this purchase as required by Section 135.25(b).

Frank

From: Willoughby Hills Finance Dept. [mailto:Finance@willoughbyhills-oh.gov]
Sent: Friday, June 06, 2014 8:00 AM
To: gloriamajeski@willoughbyhills-oh.gov
Cc: 'Frank Brichacek'
Subject: RE: grill from 460 fund

Thanks!! As soon as Frank creates the account I'll let you know (or he will).

☺

Sharen Michney
Finance Assistant
City of Willoughby Hills
PH (440) 918-8732
FAX (440) 975-3533
finance@willoughbyhills-oh.gov

From: Gloria Majeski [mailto:gloriamajeski@willoughbyhills-oh.gov]
Sent: Thursday, June 05, 2014 4:36 PM
To: Finance@willoughbyhills-oh.gov
Subject: RE: grill from 460 fund

Yes, I can get that.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

From: Willoughby Hills Finance Dept. [mailto:Finance@willoughbyhills-oh.gov]
Sent: Thursday, June 05, 2014 4:09 PM
To: gloriamajeski@willoughbyhills-oh.gov; 'Frank Brichacek'; 'Willoughby Hills Recreation Department'
Subject: RE: grill from 460 fund

Gloria – Frank said he will probably have to create an account, which he'll do next week. In the meantime, he needs a Corp Resolution from the Rec Commission authorizing us to make this purchase. Do either of you (Gloria and Denise) have this?

Thanks!!!

Sharen Michney
Finance Assistant
City of Willoughby Hills
PH (440) 918-8732
FAX (440) 975-3533
finance@willoughbyhills-oh.gov

From: Willoughby Hills Finance Dept. [mailto:Finance@willoughbyhills-oh.gov]
Sent: Thursday, June 05, 2014 1:23 PM
To: 'gloriamajeski@willoughbyhills-oh.gov'; 'Frank Brichacek'
Subject: RE: grill from 460 fund

Frank, I don't see an account for "Equipment" for 110.460.

What account should we take from for this grill? Or will you create one for equipment? And of course I know there's no budget for it.....

Please advise!!!

Thanks!!

Sharen Michney

Finance Assistant
City of Willoughby Hills
PH (440) 918-8732
FAX (440) 975-3533
finance@willoughbyhills-oh.gov

From: Gloria Majeski [mailto:gloriamajeski@willoughbyhills-oh.gov]
Sent: Thursday, June 05, 2014 12:39 PM
To: Finance@willoughbyhills-oh.gov
Subject: grill from 460 fund

Sharen: What code should I use for this purchase for Recreation Commission from 460 fund?

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

City of Willoughby Hills

Interoffice Memo

Date: Monday, June 09, 2014

To: Finance Director Frank Brichacek

From: Mayor Robert M. Weger

Subject: Transfer to Recreation 460 Capital Improvement Fund

As per the attached memo dated 6/9/14 from the Recreation Commission Clerk, please let this memo serve to request the following transfers from the Recreation 460 Capital Improvement Fund:

$1647 to be used for a new grill for Campbell Park

This expenditure/transfer was approved by the Recreation Commission at their 6/4/14 Recreation Commission meeting.

Thank you.

cc: Recreation Commission
Council Clerk Victoria Savage
Nate Catania, Service Superintendent

City of Willoughby Hills

Interoffice Memo

Date: Monday, June 09, 2014

To: Mayor Robert M. Weger

From: Recreation Commission Clerk, Theresa Baptie

Subject: Transfer to Recreation 460 Capital Improvement Fund

Please let this memo serve to request the following transfer from the 460 Capital Improvement Fund:

$1647.00 towards the purchase of a new grill for Campbell Park, Recreation Commission approved on June 4, 2014.

Thank you.

cc: Dan Philipp; Chairman, Recreation Commission

BZA Clerk

From: Gloria Majeski [gloriamajeski@willoughbyhills-oh.gov]
Sent: Tuesday, July 15, 2014 4:53 PM
To: building@willoughbyhills-oh.gov
Cc: 'Nate Catania'; 'Willoughby Hills Recreation Department'; 'Rec Commission'
Subject: RE: Delivery

Excellent. Can we add that to Nate's guys list for next week? It will replace the one in the Pavilion with the fireplace.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

From: Diana McCann [mailto:building@willoughbyhills-oh.gov]
Sent: Tuesday, July 15, 2014 3:34 PM
To: gloriamajeski@willoughbyhills-oh.gov
Subject: RE: Delivery

The Grill for Campbell park is here!!!

From: Gloria Majeski [mailto:gloriamajeski@willoughbyhills-oh.gov]
Sent: Monday, July 14, 2014 8:47 AM
To: 'Nate Catania'; building@willoughbyhills-oh.gov; Finance@willoughbyhills-oh.gov
Subject: Delivery

Please expect a delivery between 10 an 1 tomorrow of the park grill for Campbell Park. Whoever gets the call, please direct them to drop it off in the back Service lot (by Tom) since the crew may be out in the field paving. If there are other directions instead, Nate, please advise. Thanks.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

BZA Clerk

From: Willoughby Hills Recreation Department [Recreation@WilloughbyHills-OH.gov]
Sent: Monday, June 09, 2014 9:22 AM
To: 'Willoughby Bands'
Cc: 'Fred Primavera'; Richard Harmon; Barb Araps; Dan Philipp; Dee Germano; Gloria Majeski; Jeanette Nelson; Joe Jarmuszkiewicz; John Plecnik; Lynn Hallum; Willoughby Hills Recereation Commission
Subject: Willoughby Bands - the official start to the 2014-2015 Season

Good morning! Congrats to all!

This is a good opportunity for me to remind you about our request to have the band participate in our Annual Winter Fest on Sunday, December 7th. The event takes place at the Fire Department at 5:00pm. Please confirm that the band will participate in the event, and we will give you the details as the event approaches.

Thank you,

Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

From: Willoughby Bands [mailto:willoughbybandboosters@gmail.com]
Sent: Sunday, June 08, 2014 10:30 PM
Cc: Fred Primavera
Subject: Willoughby Bands - the official start to the 2014-2015 Season

Best wishes to Mr. Primavera and the Willoughby Band Boosters as you now officially enter the 2014-15 Season! It has been my honor and privilege to participate in this organization for many years. Our students and this program are so very fortunate to have the Band Boosters' support. Congratulations to our 2014 Seniors, to our new Board, and welcome to all the new families joining us this fall.

...and the band plays on!!

Monica Orlando
Willoughby Band Boosters, President 2011-2014

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Monday, July 21, 2014 2:57 PM
To: Ray Somich; Council Office; Finance Dept; Debbie Doles; Debbie Semik; Frank Cihula; Holly Ferkol; Joan Motuza; John; Molly Brodzinski; Mort O'Ryan; Nicole Bozickovich; Paula Garbo; tbhorwatt@aol.com; Barb Araps; Dan Philipp; Dee Germano; Gloria Majeski; Jeanette Nelson; Joe Jarmuszkiewicz; John Plecnik; Lynn Hallum; Willoughby Hills Recereation Commission
Subject: 2014 WH Garage Sale Day Shopping Flyer
Attachments: 2014 Garage Sale SHOPPING flyer.doc

Please help to get the word out!!! We have a lot of residents participating in this event Sales so we need a lot of shoppers. The applications were due last Friday, but I still have some trickling in. I plan to post the addresses this Friday in packets at the Center plus on our website.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

CITY OF WILLOUGHBY HILLS
COMMUNITY GARAGE SALE DAY
SATURDAY, AUGUST 9, 2014

COME SHOPPING IN WILLOUGHBY HILLS

YOU ARE INVITED TO JOIN US FOR THE FIRST WILLOUGHBY HILLS COMMUNITY GARAGE SALE DAY ON SATURDAY, AUGUST 9th!

We have many residents participating in this event so plan to spend the day in Willoughby Hills shopping. There are many useful and unique items at each of the sales. You can pick up a copy of the addresses, sale times and what each home will be selling starting Friday, July 22nd at the Community Center or on the City's Website www.willoughbyhills-oh.gov in the Recreation Department's site

For more information: 440-975-3540
or e-mail Recreation@WilloughbyHills-OH.gov

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Friday, July 25, 2014 2:53 PM
To: Gloria Majeski; 'Mayor Robert Weger'; Council Office; davidFiebig@willoughbyhills-oh.gov; Debbie Doles; Debbie Semik; econdev@willoughbyhills-oh.gov; Frank Cihula; FrankGermano@willoughbyhills-oh.gov; Holly Ferkol; John; John Plecnik; Sherry Tyson; Marion Adamo; Mort O'Ryan; NancyFellows@willoughbyhills-oh.gov; Nate Catania; Paula Garbo; RaySomich@willoughbyhills-oh.gov; 'Richard Harmon'; tbhorwatt@aol.com; 'Chris Hallum'; ChrisHallum@kw.com; tomlobe@yahoo.com; Finance Dept; divyne_designs@oh.rr.com; tomandmaura@att.net; J R; PoliceChiefCollins@willoughbyhills-oh.gov; heller.whfd@gmail.com; jendigeronimo@gmail.com; rachellephilipp@gmail.com; tbhorwatt@aol.com; ckrovermyer@oh.rr.com; willoughbybandboosters@gmail.com; Denise Edwards; court@Willoughbyhills-oh.gov; building@willoughbyhills-oh.gov; Barb Araps; Dan Philipp; Dee Germano; Jeanette Nelson; Joe Jarmuszkiewicz; Lynn Hallum; Willoughby Hills Recereation Commission; Allison Garbo; BradBNelson@gmail.com; Devin Edwards; Ethan Wrenn; Kinzey Czerr; Molly Brodzinski
Subject: WH Community Garage Sale Day on 8/9/14
Attachments: 2014 GARAGE SALE ADDRESS LIST.pdf

Importance: High

ATTENTION ALL SHOPPERS!

Good afternoon everyone! I tried to include as many people as I could. We are very excited to host our First Community Garage Sale in the City of Willoughby Hills on Saturday, August 9th. We have over 80 garage sales posted, which is a great turnout. I have attached the current list of addresses, sale times and what each sale features. We will continue to update the list if any additional residents contact us with any interest.
Printouts of the list can be found here at the Community Center and the Recreation's Page of the City website. We have a lot of garage sales, but we need a lot of shoppers so please help us to get the word out to the surrounding communities.

We are advertising for this event on our website, Community Channel, the Community Center boards, FB, Craig's List, the local churches, the News Herald and WELW radio.

Here is our ad on Craig's
list...http://cleveland.craigslist.org/eve/4587046890.html

We are also working on an additional page for the Willoughby Hills restaurants to offer specials for August 9th only. While people are shopping, we want them to patronize our local businesses when they get hungry. I hope to have more information on this page soon.

Thank you in advance for your help and support.

Best,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Friday, August 08, 2014 2:49 PM
To: jkikel@earthlink.net; Mary Kitko; tmira778@yahoo.com; Chris Biro; thecork1 @hotmail.com; Williams, Debbie; magnoliamws@aol.com; dlyon814@yahoo.com; martinpoodles@yahoo.com; pmp@jis.com; endahlabse@att.net; donnaj7779 @hotmail.com; patsyjaned@sbcglobal.net; sunshinebunnie@aol.com; anita617 @hotmail.com; bpneely@outlook.com; cpike8@yahoo.com; barbada37@aol.com; grolan@oh.rr.com; shawnc007@aol.com; Danese Williams; plock1997@oh.r.com; rlfreeh@oh.rr.com; 60roro1@yahoo.com; janmiller07@hotmail.com; sarahprucebrown@yahoo.com; mghummell@sbcglobal.net; jennie.hensley@yahoo.com; reallysmart@msn.com; hespend@aol.com; joycedale@oh.rr.com; nx096@att.net; todiplacido@gmail.com; npavelecky@yahoo.com; janzalar@att.net; dan.yeckley@oh.rr.com; eemckenna@oh.rr.com; battsaveus@yahoo.com; acamino@oh.rr.com; ndoconnor@netzero.net; hallie4230@gmail.com; tatuttle8 @reagan.com; clenagle@gmail.com; lcombs29@yahoo.com; lmillerj2010@yahoo.com; dolliedotbarbi@yahoo.com; rc@j8fr8.com; cindyvalencic@gmail.com; bcbison82 @aim.com; ebkos@sbcglobal.net; cbrodzinski@sbcglobal.net; Kim Van Sickler; Brooks, Susan; kadkins428@yahoo.com; sisrusty57@hotmail.com; lintomande@aol.com; kskerkoski79@jcu.edu; ezienka@aol.com; rozic@att.net; f_tayo@yahoo.co.uk; fiedog@msn.com; sissy62756@mac.com; cimaca@msn.com; tmjsrock@gmail.com
Cc: Gloria Majeski; 'Mayor Robert Weger'; PoliceChiefCollins@willoughbyhills-oh.gov; Debbie Semik; Council Office; Richard Harmon; Ray Somich; Barb Araps; Dan Philipp; Dee Germano; Jeanette Nelson; Joe Jarmuszkiewicz; John Plecnik; Lynn Hallum; Willoughby Hills Recereation Commission
Subject: Willoughby Hills Community Garage Sale Day 8/9/14 update
Attachments: 2014 GARAGE SALE ADDRESS LIST.pdf

Importance: High

Good afternoon. I just want to wish everyone much success on their Garage Sale tomorrow! This is our first year so I hope that everyone is pleased with the results so we can do it again next year. We have advertised on signs, in the News Herald, church bulletins, Craig's List, Facebook, the Community Channel, our website, bulletin board, and Curves even took lists to distribute. I was interviewed on 1330 Radio last weekend and will be on again tomorrow during their Garage Sale hour (10-11am). They mentioned last week that they may send out an intern tomorrow to go to the garage sales and have him/her call in with some updates. I do hope they are able to. In the meantime, we have been busy in the Recreation Department with a lot of people calling for more information plus we have had a lot of people coming into the Center pick up the list of garage sales. We have had 200 lists picked up over the past 2 weeks. Plus it looks like the weather will be in our favor!

I have attached the final list of garage sales for you. We have over 80 homes with garage sales!!! This list is posted on our website to view/print and is available to pick up along with a map of the City in the Community Center. Please forward the list to friends and family to help get the word out.

Please be sure to put a sign in the front of your home to make your sale easier to spot.

Safety First... be careful allowing people to come into your home to try things on or use the bathroom. DO NOT LEAVE YOUR MONEY UNATTENDED!

I will be out shopping at the garage sales all day tomorrow so I will try to stop and say "Hi"! **Good luck!**

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

Willoughby Hills
Community Garage Sale Day
Address List
Saturday, August 9, 2014

All of the homes hosting a garage sale are listed by street name in alphabetical order. Each address includes their sale time frame (Dates if more than 8/9/14) and their selection highlights

Alan Drive

2605 Alan Drive, 8:00 AM – 5:00 PM (Friday 8:00 AM – 4:00 PM)

*Xbox 360, Kinnect, Games, Movies, Household Items, furniture, upright Freezer, men's dress shirts, some clothing, etc.

Andover Circle

2898 Andover Circle, 12:00 – 3:00 PM

*Clothes, Toys, Books

Bates Lane

CANCELLED - 2637 Bates Lane,

If interested the new shoes in sizes 5, 5-1/2, & 6, please call 440-953-8133 Or 440-821-1866

2664 Bates Lane, 9:00 AM – 3:00 PM

*Misc. items – dishes, vases, tools

2675 Bates Lane, 9:00 AM – 5:00 PM

*Mid Century modern, retro, vintage pottery & Collectibles, books, records, CD's, New in the box Pfaff Sewing Machine, fan & misc. electronics

Berkshire Hills Drive

38455 Berkshire Hills Drive, 9:00 AM – 4:00 PM (Friday 9:00 AM – 4:00 PM)

*Vintage Collectibles, Mad Magazines, Disney Comic Books, Tools, Keyboard

38495 Berkshire Hills Drive, 9:00 AM – 5:00 PM (Friday 9:00 AM – 5:00 PM)

*Tools, Wheel Horse Lawn Tractors, BCS Rototiller, furniture, household Items

38705 Berkshire Hills Drive, 9:00 AM – 5:00 PM

*Ladders, old lawn mower, tent, tools, Bike, etc.

Bishop Road

2985 Bishop Road, 8:00 AM – 5:00 PM

*some antiques, household items, children's items, exercise equipment, etc.

**a special treat for all who stop by

Canterbury Court

2966 Canterbury Court, 10:00 AM – 4:00 PM

*Household Misc., Books, Avon Collectibles, Home Décor

Chardon Road

28758 Chardon Road, 8:00 AM – 5:00 PM **(Friday 8:00 AM – 5:00 PM)**

*Clocks, Books, Cook Books, Jewelry, Glassware, clothes, Misc.

28835 Chardon Road, 9:00 AM – 6:00 PM **(Friday 8:00 AM – 6:00 PM and Sunday 1:00 – 5:00 PM)**

*Franklin 6 Burner Stainless Commercial Gas Stove $500.00 ($1200 New)

*Cedarworks Children's Outdoor Play Set $700.00 ($2500 New)

*Pottery Barn Girls Playhouse $50 ($140 New)

*Ford F150 Non-Super Duty Truck Cap (fits 8' bed) $150

*Maytag Clothes Dryer $150 ($450 New)

*Children's books, toys, clothing, household items and more

28855 Chardon Road, 9:00 AM – 5:00 PM

*Tools, hunting, fishing, antiques, and a lot of guy stuff

35750 Chardon Road, 9:00 AM – 3:00 PM

*Kids Bikes, Antique wringer washer Top

35850 Chardon Road, 9:00 AM – 3:00 PM

*Boy's Toys, Coats, electronics, household items, and misc., Yugioh & Pokemon Cards

35880 Chardon Road, 8:30 AM – 4:30 PM

*Antique Milkshake Maker, Old Trunk, furniture, Large Pictures, kids' stuff, electric switches, clothing, Norditrack Treadmill

Cricket Lane

2903 Cricket Lane, 9:00 AM – 4:00 PM **(Friday 9:00 AM – 4:00 PM)**

*Tools, Furniture, lots of miscellaneous items

Dixon Road

34910 Dixon Road, 9:00 Am – 4:00 PM

*Old Linen, Glass, Dishes, Tools, Furniture, Couch, much miscellaneous ...something for everyone

Dodd Road

2538 Dodd Road, 8:00 AM – 5:00 PM **(Starts Friday 8:00 AM – 5:00PM)**

*MOVING SALE - Ceramic Pots, House Plants and Trees, Lawn Furniture, Yard Equipment, Clothing, Christmas Decorations, Saxophone, acoustic Guitar, refrigerator, pet cages, albums, sports equipment, roller blades, Board games, size 8 wedding dress, Harry Potter books

Eagle Road

36700 Eagle Road, 9:00 AM – 5:00 PM

*MOVING SALE: folding massage table, commercial drafting table w/chair, drafting arms, drafting light, antique oak drafting table, antique oak desk, antique treadle sewing machine, computer desk/printer stand, Little Tiles light table desk, furniture, china, glassware, framed art, TV's exercise equipment, pool table

Eagle Nest Lane

38381 Eagle Nest Lane, 9:00 AM – 5:00 PM

*Vintage – Back Bar, Slaw Cutter, Wine Press, Wood knick knack shelves, furs-hats-stole, wicker, electrical items, lamps, 4' floor fixtures, plumbing supplies, baskets, old magazines, collectible plates, computer monitor, curling irons, old copper boiler, purses, stain glass windows, gardening items, oak table extension, ceramic tile, other household items, mini liquor bottles, AND MORE

Eddy Road

28790 Eddy Road, 10:00 AM – 4:00 PM **(Thursday 10:00AM – 4:00PM, Friday 12:00 PM – 4:00 PM)**

*Collectibles

29005 Eddy Road, 8:00 AM – 4:00 PM

*racing canoe, paddles, life jacket, roof carriers, radial arm saw, tools – antique and new, toy chest with cedar lining, antique tables and 2 chairs, 4 maple chairs, ramp, canvas pop up, lantern, air tank, hose, screen door, flower press, microwave, toaster, weights, collectible tins, antique & new glassware, puzzles, games, juicer, recliner, ladies' and men's golf clubs

29402 Eddy Road, 8:00 AM – 3:00 PM

*Furniture, desks, chairs, ottomans, aquariums of various sizes, 20" Youth Bike, trophies from baseball & wrestling, cross country skis & boots, camping equipment, baking supplies, games cooking magazines, jars, baskets

29437 Eddy Road, 8:00AM – 2:00 PM

*Brass Bed (Full), Harley Davidson & M.C. Accessories, Collectibles, Neon "Red Dog" Window Sign, McDonald Coffee Mugs (1975)

30325 Eddy Road, 9:00 AM – 3:30 PM

*New-never used sold wood pre-hung doors-stained & Pli: 4-section solid wood (48") closet doors same, solid wood TV cabinet: Working 32" TV with remote, good for garage, patio, sun porch, etc., household items

30401 Eddy Road, 10:00 AM – 4:30 PM

*Craft Supplies, WW1 Kilt

30651 Eddy Road, 10:00 AM – 2:00 PM

*Outside Garage Lights –never used in the box, Jacuzzi- new, TV Stand, Knick Knacks, clothes, Exercise Bike (Tunturi)

30791 Eddy Road, 9:00 AM – 4:00 PM

*Lazy Boy Sleep Sofa, Vintage Double Wall Oven, Electric Range with Hood, File Cabinet & Tables

31301 Eddy Road, 10:00 AM – 6:00 PM

*white leather couch, black coffee table, kids clothes, home décor, bar stools, etc.

31900 Eddy Road, 9:00 AM – 5:00 PM **(sale continues 8/10 – 8/14)**

*antiques, tools, something that will interest everybody!

35406 Eddy Road, 8:00 AM – 4:00 PM

*MOVING SALE! Housewares, Baby Gear, Baby Boy Clothes-3months to 2T, Baby Girls Clothes-18 months to 2T (Gymboree & Carters)

36241 Eddy Road, 8:00 AM – 3:00 PM **(Sale starts on Friday)**

*Brighton Purses, Outdoor Christmas decorations, Harley Davidson Stuff, Kids Clothes, books, MTH Trains, Misc.

36471 Eddy Road, 8:00 AM – 4:00 PM

*Oak library tables 6' X 34" (2 each) and 7' X 42" (1 each), 27" GE oven/stove,

Erich Drive
2909 Erich Drive, 9:00 AM – 4:00 PM
*Appliances, toys, household items, books

Evergreen Drive
28439 Evergreen Drive, 9:00 AM – 5:00 PM
*Dishes, Lamps, Furniture, Books, Collectibles

Forest Lane
2824 Forest Lane, 9:00 AM – 3:00 PM
*READY TO DOWNSIZE – furniture, bedding, linen, dishes, computer supplies, treadmill, exercise equipment

Fowler Drive
2775 Fowler Drive, 7:30 AM – 1:30 PM
*New Craftsman Generator, 18' extension Ladder, Outdoor fireplace, reference books, amethyst cathedral, dresser & nightstand, games, tools, drafting table, storage closet, room dividers, electric blender & Much More

Gatsby
2947 Gatsby, 8:00 AM – 4:00 PM
Furniture, wood, collectibles, bedding, misc.

Istra Lane
2898 Istra Lane, 9:00 AM – 5:00 PM
*Home décor items, furniture, outdoor cushions: restoration hardware, clothing, toys, misc.
***We will have a lemonade stand as well!
2900 Istra Lane, 9:00 AM – 3:00 PM
*RV tow bar for car, portable grill, outdoor fire pit/grill, camping chairs, model sailboats, leather woman's coat – size large, Misc. Items
2901 Istra Lane, 8:30 AM – 4:00 PM
*Men's and women's name clothing, light fixtures, household décor
2910 Istra Lane, 9:00 AM – 3:00 PM
*Couch, kitchen Items, linens, toys

Kourtney Court
30901 Kourtney Court, 8:30 AM – 4:30 PM **(Friday 9:00 AM – 4:00 PM & Sunday 9:00 AM – 3:00 PM)**
*Home décor, antiques & household items, games & electronics, children's toys & books, clothing – all proceeds will be donated to JDRF Walk for a Cure

Lamplight Lane
2874 Lamplight Lane, 8:00 AM – 5:00 PM **(Thursday and Friday)**
*MOVING SALE – China, silverware, pots, pans, bake-ware, small appliances, microwave, furniture, tables (Bedroom sets), toys, lamps, knick-knacks, sewing materials & machine, hand tools
2930 Lamplight Lane, 9:00 AM – 4:00 PM
*Sears Ping Pong table, Sears Lifestyles 360 exercise bicycle (like new), 6' decorated artificial tree, Amana refrigerator (white), wheeled golf travel cover-golf equipment, Bean Buddies (Bears) and Misc. Items
2942 Lamplight Lane, 9:00 AM – 2:00 PM
*Lots of Misc., household, clothes, etc.

Lamplight Continued

2963 Lamplight Lane, 9:00 AM – 4:00 PM

*Deck furniture, soccer net, car radios, Danbury Mint porcelain bells, paintball guns & supplies, 8' table, misc. tools/sporting supplies.

Legend Lane

2963 Legend Lane, 8:00 AM – 4:00 PM

*College (Large size) refrigerator, TV's, furniture, Croscill Queen Bed sets, College microwave, Henredon "Tuxedo" sofa

Loreto Drive

2785 Loreto Drive, 9:00 AM – 2:00 PM

*Baby things, designer clothes, purses and household goods, blankets, Bedding

2850 Loreto Drive, 9:00 AM – 5:00 PM

*Unique items, comic books, picture frames, linens, household items, collectibles, miscellaneous…come and see

Lynn

2972 Lynn, 9:00 AM – 4:00PM

*Kids items – Fisher Price

2989 Lynn, 9:00 AM – 3:00 PM

*Antiques, steamer trunk, ladies' gold clubs, lots of misc.

Maplegrove Road

35550 Maplegrove Road, 9:00 AM – 5:00 PM **(Thursday and Friday)**

*Art Teacher Supplies, baby items, household items and much more

35651 Maplegrove Road, 8:00 AM – 4:00 PM **(and Sunday)**

*Household, kids toys, clothes, linens, dishes, some collectibles

35951 Maplegrove Road, 9:00 AM – 4:00 PM **(Starts Friday)**

*furniture, bicycles, freezer chest, baby stuff, outdoor stuff, women's and Men's & boy's clothes, kitchen stuff, toys, books, etc.

***Healthy Bake Sale plus a Free Box!

36000 Maplegrove Road, 8:00 AM – 12:00 PM

*toys, bike rack, 2 children's bikes, ladder jacks, tools & garden, furniture, clothing, household items, linens, antiques – pottery/glass/pictures/misc.

36270 Maplegrove Road, 9:00 AM – 5:00 PM

*Barrel smoker Grill, bike, stainless steel table

Marcum Boulevard

3010 Marcum Blvd, 9:00 AM – 6:00 PM **(starts Friday)**

*new pool, new hot tub, new chairs & table, much misc.

CANCELLED - 34305 Marcum Blvd

Martin Road

35105 Martin Road, 9:00 AM – 6:00 PM

*Baby clothes & toys, household goods

35110 Martin Road, 9:00 AM – 3:00 PM

*Something for everyone!!!

Meadowbrook Drive

30421 Meadowbrook Drive, 9:00 AM – 3:00 PM

*1991 Conquest Motor Home and much more

Milann Drive

37810 Milann Drive, 9:00 AM – 4:00 PM

*glassware, clothing, records, shoes, crafts & craft supplies, knick knacks…etc., lots of misc. treasures…

37861 Milann Drive, 9:00 AM – 4:00 PM

*many misc. items

Miller Avenue

31125 Miller Avenue, 8:00 AM – 4:00 PM **(Thursday, Friday and Sunday also)**

*toys, glassware, dolls, household goods, books, children's clothing, exercise equipment, much miscellaneous – lots of good stuff!!!

Morning Star Court

2740 Morning Star Court, 8:00 AM – 1:00 PM

*DOWNSIZING – furniture, tools, yard equipment, household items, Misc.

2745 Morning Star Court, 8:00 AM – 1:00 PM

*Futon, office desk, various chairs, furniture, folding patio chairs, kitchenware, knick knacks, misc. household items

Orchard Drive

2828 Orchard Drive, 8:00 AM – 4:00 PM

*Furniture, housewares, linens, home décor, Homecoming Dresses, jewelry

Palmer Drive

2497 Palmer Drive, 9:00 AM – 5:00 PM

*Corvette parts, photo equipment, exercise/golf equipment, household goods, vintage collectibles, men's clothing, books

Parsons Drive

2469 Parsons Drive, 9:00 AM – 4:00 PM

*Pairs of antique license plates, microwave, bookcases, grass catcher for Sears tractor, 2 comforter sets, shams & 1skirt, sports equipment – cleat shoes, balls, bats, lots of household items.

2496 Parsons Drive, 9:00 AM – 4:00 PM

*furniture, rugs, clothes, household items, and lots more

Parsons Drive Cont.

2500 Parsons Drive, 8:00 AM – 5:00 PM **(Sunday 12:00-5:00 PM)**

*Doll collection, furniture, wall hangings, kitchenware, decorations, children's items

Pleasant Valley Road

38052 Pleasant Valley Road, 9:00AM – 5:00PM **(Starts Friday)**

*Ethan Allen antique pine dining room table L60" W40" with 3 leaves extends to 96", with 4 captain's chairs, window air conditioner, pool ladder for above ground pool, kiln & ceramic molds, Eureka tent, screened in canvas shelter, camping porta potty, games, baby high chair, Playskool potty, dog kennel and miscellaneous household items.

River Road

2256 River Road, 9:00 AM – 5:00 PM

*Telescope still in the box, porcelain dolls, household & misc. items

2605 River Road, 9:00 AM – 5:00 PM

*1940's glider, misc. items

River Road Continued

2613 River Road, 9:00AM – 2:00PM **(Friday, 9:00 AM – 3:00 PM)**

*MULTI HOUSE SALE, Furniture –end tables, wood twin bed, Household items, blankets, curtains, etc. Gently worn clothing – women, juniors, girls & men. Winter coats. Tools (miter saw, drills, etc.) and garden tools, riding tractor (needs work) new chandeliers, Holiday Decorations. Girls toys, Coach purses/wallets (nearly new), bedding, curtains, towels, glassware, decorations, bathroom, accessories, New Medicine cabinet (color: cinnamon), Toilet/Sink in lilac (used), vintage Collectibles, Barbie, Hot Wheels, Earnhardt, Norman Rockwell, and any more. Still putting stuff out. All items priced to go. This will be our last sale.

2698 River Road, 9:00AM – 2:00PM

*Children books, tween books, clothes, jackets and stuff!!!

Rogers Road

37101 Rogers Road, 9AM – 3PM

*Something for everyone!

38615 Rogers Road, 9AM – 5PM **(Sunday 9AM – 5PM)**

*Household, linens, XL college sheets, DVDs, Clothes (boys to 12; girls to 6), costumes, furniture, lamps, toys, etc.

Rosewood Trail

33555 Rosewood Trail, 9AM – 5PM

*Furniture, Baby Cradle, Housewares, many misc.

33955 Rosewood Trail, 9AM – 3PM

*28" 2 stage snow blower, 21.8 CF whirlpool refrigerator, dining room table with 3 leave & 4 chairs, 27" TV w/ built in VCR & DVD, glassware, round outdoor table w/ umbrella, fishing rods, men & women golf clubs.

Sherwood Lane

36005 Sherwood Lane, 9AM – 5PM **(Friday 9AM – 5PM)**

*Ceiling tile, household items, misc.

Skyline Road

36900 Skyline Road, 9:00 AM – 2:00 PM

*Exercise equipment, bookcase, and much more misc.

SOM Center Road

2648 SOM Center Road, 9AM – 4PM

2816 SOM Center Road, 8AM – 4PM

*Men items-tools, old stuff; Women items-household items.

Stark Lane

2834 Stark Lane, 8AM – 3PM

*Estate: Furniture, toys, baby items.

2841 Stark Lane, 8:00 AM – 4:00 PM **(Same time on Sunday)**

*Baby and Youth Items

Stratford Way

2911 Stratford Way, **Call for an appointment 216-338-1921**

*Natural Products – Natural Remedies

Trabar Drive

2833 Trabar Drive, Saturday **(Friday)**

*Hard to find items

West Miller Road

29021 West Miller Road, 8AM – 5PM **(Friday 8AM – 5PM)**

*30 years of accumulation: tools, household, numerous collections.

29215 West Miller Road

*65" Mitsubishi TV, desk, chair, mat, 46" cut riding lawn mower-brand new, used 3 times, 10" portable table saw, upright freezer, hose reel, snow blower, puzzles, kitchen stuff, cloths, 2 leather sofas and etc.

White Road

29316 White Road

*Furniture, household goods, lamps, tables, tools & collectables

29465 White Road, 9:00 AM – 3:00 PM

*Clothes, furniture, knick knacks, jewelry

29468 White Road, 9:00 AM – 3:00 PM

*Tools – hand, power, yard, mini-hardware store. Storage, shelving, household, much to be discovered.

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, August 21, 2014 1:30 PM
To: 'Frank Brichacek'; Gloria Majeski; Willoughby Hills Recereation Commission; 'Mayor Robert Weger'
Subject: 2014 WH COMMUNITY GARAGE SALE DAY RECAP
Attachments: 2014 GARAGE SALE RECAP.docx

Good afternoon Frank. This is the final report for the Willoughby Hills Garage Sale Day. This is the new event took over the Flea Market. There are only expenses, no income for this event. Please let me know if you have any questions.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

2014 WH COMMUNITY GARAGE SALE DAY RECAP (REPLACES THE FLEA MARKET)

Date: Saturday, August 9, 2014

Expense Budget = $200.00

Total Expenses = $160.36
Breakdown of expenses:
$112.00 = Divyne Designs, creation of 2 each 4X4 banners to be used for future sales.
We will only have to pay for the date change in the future
$48.36 = The News Herald Ad ran announcing our event on Thursday, August 7th, in the regular and Yellow highlighted section of the Classifieds plus the 3-day website that linked to our website for the addresses.

Residents that registered with the Recreation Department = 92

Total Income = $0

The list of garage sales registered with us were on our website and printouts with the City map were on the Community Center table outside of the Recreation office. At least 300 copies were made and distributed. Gloria and I carried some around the day of the sale for anyone who did not have a list plus Dynamic Duo gave them out. Rodney and Tammy participated in the special day by offering buy one, get one free for the Double D corned beef sandwiches.

Advertising was done on 1330 Radio plus interviews on 8/2 and 8/9, WH Website, Community Center Bulletin Board and Table, our 3-fold flyers handed out at our events, magnets, the Community Cable Channel, the Willoughby Hills Recreation Facebook page, Craig's List, signs purchased for the corners of SOM & Chardon Roads and Bishop & Chardon Roads, church bulletins, the New Herald Community Events section and the paid ad for the Thursday classifieds, highlighted classifieds & their website, City of Willoughby Hills newsletter.

Special Thank you to the Mayor for allowing us to try something new that was suggested since the Flea Market was starting to lose interest. With no experience for this event and a small budget, he trusted the Recreation Department to run with it.

I want to extend a very special thank you to Ray Somich and his staff for contacting us to take part in their show on Saturday mornings, 10-11 am, Radio Garage Sale and Auction on WINT 1330AM. They interviewed me on 8/2 and 8/9 about the event. They even sent an intern out the day of the event that called in from various garage sales to give updates and interviews with the owners.

The calls received looking for the Flea Market spaces were mostly from non-residents.

I went shopping at as many garage sales as I could and introduced myself to the residents. There was a lot of traffic in the City that day. I am happy to report that both Chiefs reported that they did not have any issues with shoppers/drivers. We did receive calls with positive feedback along with emails...

Thank you so much for such a fantastic sale! The traffic was wonderful! I hope this becomes an annual event! Thank you again for thinking of it and doing it!

Thank you so much for organizing this!! Great job.

Just want to thank you for a successful garage sale. We met a lot of great people and sold the accumulation of stuff we had. We couldn't believe the amount of people who came to the sale. Great advertising.

Started on Friday with great turn out. Good luck everyone.

We did receive a call from an unhappy resident on Berkshire Hills Drive who called on behalf of her street and the next street over to let us know the following...
*"poor advertising" – we did not advertise where people look
*They were busy on Friday, but not on Saturday. She did not feel that their success on Friday had anything to do with our advertising.
* The shoppers on Saturday told her that they would not have known that anything was happening in their area of the City had they not put up their own signs.

For 2015 –

1.) We will try to contact the churches early in the year to see if they would like to have a flea market/rummage sale the same day to offer to our residents in the apartments and condos an opportunity to participate. We received only one call from an apartment resident, but it would be nice to offer them an option to be able to participate.
2.) I did email the WH restaurants (list given to me by Steve in Economic Development) with the opportunity to advertise for this special event. Dynamic Duo did take advantage of it but it was not until the day of. We will send this information out earlier next year and have someone follow up with the businesses. A page in the middle of the addresses with advertising and coupons would be something shoppers could not miss.

Submitted to the Finance Dept. for approval 8/21/14

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Tuesday, July 22, 2014 10:25 AM
To: Willoughby Hills Recereation Commission; Barb Araps; Dan Philipp; Dee Germano; Gloria Majeski; Jeanette Nelson; Joe Jarmuszkiewicz; John Plecnik; Lynn Hallum
Subject: 2014 Campbell Park Rentals
Attachments: 2014 Campbell Park Rental List.pdf

Good morning! I apologize for not sending this sooner. This is the current list of rentals for the park for 2014. We send this list to Nate as it is updated so he is aware when events are taking place to make sure the park is maintained.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

7/22/2014

2011CAMPBELL PARK
RENTAL DATE LIST

DAY	DATE	PAVILION #
SAT	5/17/2014	1 & 2
WED	5/21/2014	1
FRI	5/23/2014	1
SUN	5/25/2014	1
MON	5/26/2014	1&2 - knows Holiday and to take are of trash
SUN	6/1/2014	1
FRI	6/6/2014	1&2
SAT	6/7/2014	1
SUN	6/8/2014	1
THURS	6/12/2014	1
MON	6/16/2014	1
THURS	6/19/2014	1
SAT	6/21/2014	1
SUN	6/22/2014	2
TUES	6/24/2014	1
WED	6/25/2014	1 plus the ballfield
FRI	6/27/2014	1
SAT	6/28/2014	1 & 2
SUN	6/29/2014	1 & 2
MON	6/30/2014	1
FRI	7/4/2014	1 & 2
SAT	7/5/2014	1
SUN	7/6/2014	1
Mon-Fri	7/7-7/11/14	1&2
SAT	7/12/2014	1 & 2
SUN	7/13/2014	1
TUES	7/15/2014	1
SAT	7/19/2014	1
SUN	7/20/2014	1
MON	7/21/2014	1
WED	7/23/2014	1
SAT	7/26/2014	1&2
SUN	7/27/2014	1&2
MON	7/28/2014	1
SAT	8/2/2014	1 & 2
SUN	8/3/2014	1 & 2
MON	8/4/2014	1
SAT	8/9/2014	1&2
SUN	8/10/2014	1&2
TUES	8/12/2014	1 & 2 plus the ball field
WED	8/13/2014	Rain out day for 8/13
SAT	8/16/2014	1&2
SUN	8/17/2014	1&2
MON	8/18/2014	1
SAT	8/23/2014	1
SUN	8/24/2014	1
SAT	8/30/2014	1 & 2
SUN	8/31/2014	1 & 2
MON	9/1/2014	1
SAT	9/6/2014	1
SAT	9/20/2014	1 & 2

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Tuesday, August 12, 2014 1:54 PM
To: 'Mayor Robert Weger'; Gloria Majeski; Council Office; Willoughby Hills Recereation Commission; Mort O'Ryan; Frank Cihula
Subject: July 2014 Community Center Reports
Attachments: 2014 July Community Center Room Usage report.pdf; 2014 July Community Center Usage report.pdf

Good afternoon. The Community Center reports for July 2014 are attached.
Please note the slight decrease is due to the 4th falling on a Friday this year and impacting the rest of the weekend rentals. I anticipate the same for 2015 since the 4th will fall on a Saturday.

Please let me know if you have any questions.

Best regards,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

2014 Community Center Usage Report for 7/1-7/30/14

ROOM	[illegible]	[illegible]	TOTAL ROOM USAGE w/$0 fee	TOTAL ROOM USAGE
O'RYAN ROOM	12	$ 3,858.00	3	15
LIONS ROOM	12	$ 1,520.00	1	13
SCHAEFER ROOM	16	$ 805.00	2	18
HISTORICAL ROOM	2	$ 150.00	2	4
YTD TOTALS	42	$ 6,333.00	8	50

2013 = 40 total Room Usages w/Fee

RENTALS - JULY 2014

DAY	DATE	ROOM	NAME or BUSINESS	ADDRESS	CITY	ZIP	EVENT	ALCOHOL	FEE
WED	7/2/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
THURS	7/3/14	O'Ryan	Susan Dawson	1890 Marwell Blvd	Hudson	44236	Wedding Reception	no	450.00
SAT	7/5/14	O'Ryan	Ann Lorenzen	2831 Orchard Drive	WH	44092	Wedding Reception	No	350.00
M,T,W,T,F	7/7-7/11	Historical	WH Recreation	35400 Chardon Rd	WH	44094	Safety Town	no	0.00
MON	7/7/14	Schaefer	WH Library	35400 Chardon Road	WH	44094	Fearless Gardening	no	0.00
MON	7/7/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
WED	7/9/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
THURS	7/10/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
FRI	7/11/14	Foyer	John Davis	35405 Chardon Road	WH	44094	Art Gallery opening	no	0.00
FRI	7/11/14	O'Ryan	Nichelle Davis	37600 Chardon Rd #5	WH	44092	Family Reunion	No	350.00
FRI	7/11/14	Schaefer	John Fleming	4571 East 86th Street	Garfield Hts	44125	Rehearsal	No	110.00
FRI	7/11/14	Lions	Dorothy Robinson	3894 East 146th Stree	Cleveland	44128	Graduation Party	no	200.00
FRI	7/11/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	0.00
SAT	7/12/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	0.00
SAT	7/12/14	O'Ryan	Tanya Fuller	19407 Lanbury	Warrensville	44122	Graduation Party	no	350.00
SAT	7/12/14	Lions	Erica Woolfolk	5024 East 110th Stree	Garfield Hts	44125	Graduation Party	no	200.00
SAT	7/12/14	Schaefer	Nicole Porter	19551 Renwood	Euclid	44119	Wedding Reception	no	110.00
SAT	7/12/14	Gazebo	Nicole Porter	19551 Renwood	Euclid	44119	Wedding Ceremony	no	0.00
SAT	7/12/14	Historical	Natalie Parham	2925 Stratford Way	WH	44092	Surprise Anniversary	no	80.00
SUN	7/13/14	Lions	Mary Pishnery	28414 Evergreen Driv	WH	44092	Baby Shower	no	125.00
SUN	7/13/14	O'Ryan	Maupali Dasgupta	2260 Par Lane #1006	WH	44094	1st Birthday Party	NO	325.00
SUN	7/13/14	Schaefer	Lisa Stewart	1268 Plainfield Road	South Euclid	44121	Bridal Shower	no	110.00
MON	7/14/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
TUES	7/15/14	Lions	WH Lions Club	35400 Chardon Road	WH	44094	Dinner Meeting	no	0.00
TUES	7/15/14	Senior	WH Lions Club	35400 Chardon Road	WH	44094	Lions Board Meeting	no	0.00
WED	7/16/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
WED	7/16/2014	O'Ryan	Jim Steinmetz	2647 Alan Drive	WH	44092	Prime Time Band Pra	no	30.00
THURS	7/17/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
THURS	7/17/14	Schaefer	WH Library	35400 Chardon Road	WH	44094	Puppet Show	no	0.00
FRI	7/18/14	O'Ryan	Congressman Joyce				Veteran's Affair	no	0.00
FRI	7/18/14	O'Ryan	Lacondria Freman	947 East 131 St	Cleveland	44108	60th Birthday Party	Yes	373.00
FRI	7/18/14	Lions	Apryl King	1414 SOM Center Roa	Mayfield Hts	44124	40th Birthday Party	no	200.00
SAT	7/19/14	O'Ryan	Davaughn Hurt	1915 Grand Boulevard	Euclid	44117	Wedding Reception	No	600.00
SAT	7/19/14	Lions	Janet Horvath	2260 Par Lane #207	WH	44094	High School Graduat	no	125.00
SUN	7/20/14	O'Ryan	Nora Jones	38405 Berkshire Hills	WH	44094	Graduation Party	Yes	325.00
SUN	7/20/14	Lions	Ivy Rogers	1504 Sheridan Road	South Euclid	44121	Bridal Shower	No	200.00
SUN	7/20/14	Schaefer	Marian Catanese	2338 Rivers Edge	WH	44094	Birthday	no	80.00
SUN	7/20/14	Historical	Caitlyn Carr	34440 Ridge Road #1	Willoughby	44094	Bridal Shower	no	70.00
MON	7/21/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
MON	7/21/14	Historical	WHBL/Joe Jarmus	35405 Chardon Road	WH	44094	WHBL Meeting	no	0.00
TUES	7/22/14	O'Ryan	Ramsey Rea/American Red Cros	3747 Euclid Avenue	Cleveland	44115	Blood Drive	no	0.00
WED	7/23/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
WED	7/23/14	O'Ryan	WH Library	35400 Chardon Road	WH	44094	Puppet Show	no	0.00
WED	7/23/2014	O'Ryan	Jim Steinmetz	2647 Alan Drive	WH	44092	Prime Time Band Pra	no	30.00
THURS	7/24/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
SAT	7/26/14	Lions	Annie Davenport	37527 Ocean Reef	Willoughby	44094	Birthday	Yes	200.00
SAT	7/26/14	Schaefer	Chelsey Green	13800 Ford Lane #1	Burton	44021	Bridal Shower	no	110.00
SAT	7/26/14	O'Ryan	Stacey Bryant	34474 Scotch Lane #8	WH	44094	Graduation Party	no	350.00
SAT	7/27/14	Schaefer	Yvonne Walker	1094 Greyton Road	Cleveland Hi	44112	Baby Shower	no	110.00
SUN	7/27/14	O'Ryan	Ashley Sloat	361 Walworth Drive	Euclid	44132	Wedding Shower	yes	325.00
SUN	7/27/14	Lions	Gloria Anderson	3514 Monicello Blvd	Cleveland Hi	44121	Baby Shower	no	200.00
MON	7/28/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
MON	7/28/14	Lions	Caroline Clementson/LCAA	10400 Chillicothe Roa	Kirtland	44094	LCAA Mtg	no	10.00
WED	7/30/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
THURS	7/31/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
									6333.00

	2010	2011	2012	2013	2014
JAN	2,372.00	1,740.00	3,390.00	$ 2,950.00	$ 3,785.00
FEB	2,599.00	2,875.00	3,160.00	$ 3,655.00	$ 4,205.00
MAR	2,092.00	2,375.00	4,410.00	$ 3,845.00	$ 5,035.00
APR	2,580.00	4,590.00	4,425.00	$ 5,315.00	$ 4,405.00
MAY	6,935.00	6,287.00	6,090.00	$ 6,545.00	$ 5,465.00
JUN	4,360.00	6,270.00	6,270.00	$ 7,760.00	$ 8,035.00
JUL	4,794.00	4,235.00	6,660.00	$ 6,650.00	$ 6,333.00
AUG	4,455.00	4,595.00	5,160.00	$ 4,860.00	
SEP	3,939.00	4,972.00	5,800.00	$ 5,950.00	
OCT	5,700.00	5,330.00	3,220.00	$ 5,250.00	
NOV	3,250.00	4,265.00	5,595.00	$ 5,265.00	

DAY	DATE	ROOM	NAME or BUSINESS	ADDRESS	CITY	ZIP	EVENT	ALCOHOL	FEE
				DEC	5,559.00	2,966.25	5,635.00	$ 5,715.00	
				YTD	48,635.00	50,510.25	59,815.00	$ 63,760.00	$ 37,263.00
								TOTAL	$ 37,263.00

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, August 21, 2014 10:29 AM
To: Willoughby Hills Recereation Commission; Barb Araps; Dan Philipp; Dee Germano; Gloria Majeski; Jeanette Nelson; Joe Jarmuszkiewicz; John Plecnik; Lynn Hallum
Cc: Richard Harmon; 'Mayor Robert Weger'
Subject: Touch A Truck

Importance: High

This is a friendly reminder that Touch A Truck is this coming Saturday, August 23rd, from 10am-2pm. The Recreation Department will have a booth that offers information on the Center, upcoming events, classes and sport, plus suckers for the kids along with face painting, and a raffle for the adults.

We have a new class coming in September - Tai Chi and the instructor/WH resident, Joe Bonde, is offer a gift certificate for the raffle. The Gift Certificate ($60 value) is for a One hour Personal Training Session that includes a Health Risk Evaluation. He will also be at the event for a short while promoting his new classes and doing some quick health reviews on people who would like to participate.

I hope you will be there to help and support this event.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

rec_commission

From: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>
Sent: Wednesday, August 27, 2014 4:27 PM
To: 'rec_commission'
Subject: RE: Sept. RC Meeting

Thanks for putting this out, Theresa. I will be at the meeting.

Please add to the agenda:

Grill update

Fall Corn Fest concert update

Pool pass subsidy report

P.S. I will make copies of these reports and have them available at the meeting.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

From: rec_commission [mailto:rec_commission@willoughbyhills-oh.gov]
Sent: Wednesday, August 27, 2014 3:43 PM
To: 'Barbara Araps'; 'Councilman John Plecnik'; 'Dan Philipp'; 'Dee Germano'; gloriamajeski@willoughbyhills-oh.gov; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'; recreation@willoughbyhills-oh.gov
Subject: Sept. RC Meeting

The next meeting of the Recreation Commission is on **Wednesday, September 3, 2014 at 7:00 pm** in Council Chambers.

In addition to advising whether or not you will be in attendance, please let me know if there is any additional item that you would like on the agenda.

The minutes of the June meeting will be emailed separately today for you to review.

Thank you,
Theresa

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, August 28, 2014 9:13 AM
To: Willoughby Hills Recereation Commission
Subject: June 2014 Community Center Report
Attachments: 2014 JUNE COMMUNITY CENTER REPORT.pdf; 2014 JUNE USAGE REPORT.pdf

-----Original Message-----
From: Willoughby Hills Recreation Department [mailto:Recreation@WilloughbyHills-OH.gov]
Sent: Monday, June 30, 2014 2:55 PM
To: 'Mayor Robert Weger' (Mayor@willoughbyhills-oh.gov); Gloria Majeski (GloriaMajeski@WilloughbyHills-OH.gov); Council Office; Mort O'Ryan (grampaor@netzero.net); Frank Cihula (fcihula@netzero.net); 'Frank Brichacek' (frankbrichacek@willoughbyhills-oh.gov)
Subject: June 2014 Community Center Report

Good afternoon. The June 2014 Community Centers reports are attached.
Please let me know if you have any questions.

Have a Happy and Safe 4th!

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

2014 Community Center Usage Report for 6/1-6/30/14

ROOM	[illegible]	[illegible]	TOTAL ROOM USAGE w/$0 fee	TOTAL ROOM USAGE
O'RYAN ROOM	13	$ 5,005.00	2	15
LIONS ROOM	17	$ 1,330.00	2	19
SCHAEFER ROOM	19	$ 1,325.00	1	20
HISTORICAL ROOM	6	$ 375.00	3	9
YTD TOTALS	55	$ 8,035.00	8	63

2013 = 49 total Room Usages w/Fee

RENTALS - JUNE 2014

DAY	DATE	ROOM	NAME or BUSINESS	ADDRESS	CITY	ZIP	EVENT	ALCOHOL	FEE
SUN	6/1/2014	Lions	Susan Marino	993 Valley Creek	Eastlake	44095	Wedding Shower	No	125.00
SUN	6/1/2014	O'Ryan	Deborah Gibson	1740 Braeburn Park D	Euclid	44117	Graduation Party	No	475.00
SUN	6/1/2014	Schaefer	Debbie Doles	35405 Chardon Road	WH	44094	Wedding Shower	no	80.00
MON	6/2/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
TUES	6/3/2014	Lions	Debra Bryda	deb1215@oh.rr.com	WH	44094	AFS Farewell	no	0.00
TUES	6/3/2014	Schaefer	Life Safety Ent/Kayla Danesi	38238 Glenn Avenue	Willoughby	44094	Company Mtg	no	100.00
TUES	6/3/14	Schaefer	Andy Calori	2728 River Road	WH	44094	Pilates/Dance Class	no	15.00
WED	6/4/14	Historical	WH Library	35400 Chardon Road	WH	44094	Staff Meeting	no	0.00
THURS	6/5/14	Schaefer	Layne Kendig		WH	44094	Water Color Class	no	10.00
THURS	6/5/2014	Schaefer	Karen Sethman	34440 Ridge Road C1	Willoughby	44094	Bridal Shower	no	80.00
THURS	6/5/2014	O'Ryan	Kim Hardy	3286 Aberdeen Road	Shaker Hts	44120	Retirement Party	yes	450.00
THURS	6/5/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	25.00
FRI	6/6/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	0.00
SAT	6/7/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	0.00
SAT	6/7/14	O'Ryan	Ashley Cowlin	737 East 96th Street	Cleveland	44108	Wedding Reception	yes	525.00
SAT	6/7/14	Lions	Jennifer Znidarsic	30798 White Road	WH	44092	Baby Shower	no	125.00
SAT	6/7/14	Schaefer	Robert Hall	1677 Carlyon Road	East Clevela	44112	Graduation Party	yes	110.00
SUN	6/8/2014	Lions	Wallie Burnette	31701 Chardon Road	WH	44094	North Coast Lions	No	60.00
SUN	6/8/2014	O'Ryan	Gladys Kibble	823 Tribisky Road	South Euclid	44143	Wedding Reception	yes	400.00
SUN	6/8/2014	Historical	Gladys Kibble	823 Tribisky Road	South Euclid	44143	Ready Room	No	70.00
SUN	6/8/2014	Gazebo	Gladys Kibble	823 Tribisky Road	South Euclid	44143	Wedding Ceremony	No	0.00
SUN	6/8/2014	Schaefer	Amy Ralston	5876 Cantwell Drive	Mayfield Hts	44124	Bridal Shower	no	110.00
MON	6/9/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
WED	6/11/2014	O'Ryan	John Plecnik	2690 Bishop Road	WH	44092	Fund Raiser	yes	300.00
WED	6/11/2014	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
THURS	6/12/14	Schaefer	Layne Kendig		WH	44094	Water Color Class	no	10.00
THURS	6/12/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	25.00
THURS	6/12/14	Historical	WH Library	35400 Chardon Road	WH	44094	book discussion	no	0.00
FRI	6/13/2014	Lions	Pam Lackner	1356 Summit Dr	Mayfield Hts	44124	Graduation Party	yes	125.00
FRI	6/13/2014	O'Ryan	Annette Leftwich	1347 Fox Run Dr #101	Willoughby	44094	Masons & Eastern S	yes	350.00
FRI & SA	6/13 & 14	Schaefer	Annette Leftwich	1347 Fox Run Dr #101	Willoughby	44094	Masons & Eastern S	no	180.00
FRI	6/13/2014	Historical	Annette Leftwich	1347 Fox Run Dr #101	Willoughby	44094	Masons & Eastern S	No	80.00
FRI	6/13/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	0.00
SAT	6/14/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	0.00
SAT	6/14/2014	Historical	Annette Leftwich	1347 Fox Run Dr #101	Willoughby	44094	Masons & Eastern S	No	80.00
SAT	6/14/2014	Lions	Glenda Chavis	21350 Milan	Euclid	44119	Baby Shower	no	125.00
SUN	6/15/2014	O'Ryan	Trudy Wilson	100 Normandy Dr #10	Painesville	44077	Wedding Reception	No	400.00
SUN	6/15/2014	Lions	Tammy Busek/Aislynn Carslon	7870 Bellflower Rd	Mentor	44060	Bridal Shower	no	125.00
MON	6/16/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
MON	6/16/14	Schaefer	WH Library	35400 Chardon Road	WH	44094	Board Meeting	no	0.00
TUES	6/17/14	Lions	WH Lions Club	35400 Chardon Road	WH	44094	Dinner Meeting	no	0.00
TUES	6/17/14	Senior	WH Lions Club	35400 Chardon Road	WH	44094	Lions Board Meeting	no	0.00
WED	6/18/2014	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
THURS	6/19/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	25.00
THURS	6/19/2014	Historical	Patriot Tax & Associates	24670 Euclid Avenue	Euclid	44117	SS Talk	no	35.00
SAT	6/21/2014	O'Ryan	Vanessa Thomas	27700 Bishop Park Dr	WH	44092	Wedding Reception	yes	425.00
SAT	6/21/2014	Lions	Melinda Williams	28545 Bishop Park Dr	WH	44092	Graduation Party	No	125.00
SAT	6/21/2014	Schaefer	Kristen Phillips	19570 Euclid Avenue #	Euclid	44117	Bridal Shower	no	110.00
SAT	6/21/2014	Historical	Patriot Tax & Associates	24670 Euclid Avenue	Euclid	44117	SS Talk	no	80.00
SUN	6/22/14	O'Ryan	Sandy Finazzo	36065 Sherwood Lane	WH	44094	Graduation Party	no	325.00
SUN	6/22/14	Lions	Katrice Jones	11161 Dandridge Dr	Cleveland	44128	Bridal Shower	no	125.00
SUN	6/22/14	Schaefer	Venetia Renee Mullins	4407 Lucille Avenue	South Euclid	44121	Bridal Shower	No	110.00
MON	6/23/14	Lions	Caroline Clementson/LCAA	10400 Chillicothe Roa	Kirtland	44094	LCAA Mtg	no	10.00
MON	6/23/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
MON	6/23/14	O'Ryan	WH PD	35405 Chardon Road	WH	44094	Home Safety Program	No	0.00
TUES	6/24/14	O'Ryam	WH Library	35400 Chardon Road	WH	44094	Fizz Bang Boom	no	0.00
WED	6/25/2014	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	15.00
WED	6/25/2014	O'Ryan	Jim Steinmetz	2647 Alan Drive	WH	44092	Prime Time Band Pra	no	30.00
THURS	6/26/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	25.00
THURS	6/26/14	Historical	Carly Wittine	2204 Sunset Drive	Wickliffe	44092	Advocare Mixer	no	30.00
FRI	6/27/14	O'Ryan	Kimberly Henton	5148 Royalton Road #	North Royalt	44133	Reception	No	350.00
FRI	6/27/14	Schaefer	Ganesh Somarouthu	1321 Sunset Road	Mayfield Hts	44124	Sweet 16 & Graduati	NO	90.00
SAT	6/28/14	O'Ryan	Angela Jordan	23700 Rushmore Dr	Richmond Ht	44143	Graduation Party	no	500.00
SAT	6/28/14	Lions	Rozena Moore	38010 Tamarac Blvd #	Willoughby	44094	Baby Shower	no	225.00
SAT	6/28/14	Historical	Bradley Strong	Naval Academy	Annapolis MD		Naval Academy Appo	no	0.00
SUN	6/29/14	Schaefer	Cindy Yager	34244 Sylvia Drive	Eastlake	44095	Bridal Shower	no	125.00
SUN	6/29/14	Schaefer	Bianca Stallings	27061 Sidney Dr #58	Euclid	44132	Baby Shower	no	110.00
SUN	6/29/14	O'Ryan	Sandra Davis	663 East 128th Street	Cleveland	44108	Baby Shower	no	475.00
MON	6/30/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	20.00
									8035.00

DAY	DATE	ROOM	NAME or BUSINESS	ADDRESS	CITY	ZIP	EVENT	ALCOHOL	FEE
					2010	2011	2012	2013	2014
				JAN	2,372.00	1,740.00	3,390.00	$ 2,950.00	$ 3,785.00
				FEB	2,599.00	2,875.00	3,160.00	$ 3,655.00	$ 4,205.00
				MAR	2,092.00	2,375.00	4,410.00	$ 3,845.00	$ 5,035.00
				APR	2,580.00	4,590.00	4,425.00	$ 5,315.00	$ 4,405.00
				MAY	6,935.00	6,297.00	6,090.00	$ 6,545.00	$ 5,465.00
				JUN	4,360.00	6,270.00	6,270.00	$ 7,760.00	$ 8,035.00
				JUL	4,794.00	4,235.00	6,660.00	$ 6,650.00	
				AUG	4,455.00	4,595.00	5,160.00	$ 4,860.00	
				SEP	3,939.00	4,972.00	5,800.00	$ 5,950.00	
				OCT	5,700.00	5,330.00	3,220.00	$ 5,250.00	
				NOV	3,250.00	4,265.00	5,595.00	$ 5,265.00	
				DEC	5,559.00	2,966.25	5,635.00	$ 5,715.00	
				YTD	48,635.00	50,510.25	59,815.00	$ 63,760.00	$ 30,930.00
								TOTAL	$ 30,930.00

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, August 28, 2014 9:16 AM
To: 'rec_commission'; 'Barbara Araps'; 'Councilman John Plecnik'; 'Dan Philipp'; 'Dee Germano'; gloriamajeski@willoughbyhills-oh.gov; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'
Subject: Sept. RC Meeting

Good morning. I am sorry that I am unable to attend the meeting. I will be sending a full report to be read.

The topics for the agenda that will covered in my report are:
Sports
Safety Town
Community Garage Sale
Touch A Truck
Fall Craft Show
Halloween Party
Christmas Card Lane/Winter Fest
Breakfast with Santa
2015 Events
Community Center and Rental Reports

I have emailed the Community Garage Sale, Touch A Truck and June & July's Community Center Reports. I will get the August report done before the meeting. I am still working with the Finance Director to wrap up the Safety Town report. If we are not done by Wednesday, I will still plan to provide a full report with the unapproved numbers.

Thank you,

Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

From: rec_commission [mailto:rec_commission@willoughbyhills-oh.gov]
Sent: Wednesday, August 27, 2014 3:43 PM
To: 'Barbara Araps'; 'Councilman John Plecnik'; 'Dan Philipp'; 'Dee Germano'; gloriamajeski@willoughbyhills-oh.gov; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'; recreation@willoughbyhills-oh.gov
Subject: Sept. RC Meeting

The next meeting of the Recreation Commission is on **Wednesday, September 3, 2014 at 7:00 pm** in Council Chambers.

In addition to advising whether or not you will be in attendance, please let me know if there is any additional item that you would like on the agenda.

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, August 28, 2014 9:45 AM
To: 'rec_commission'; 'Barbara Araps'; 'Councilman John Plecnik'; 'Dan Philipp'; 'Dee Germano'; gloriamajeski@willoughbyhills-oh.gov; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'
Subject: Sept. RC Meeting

I forgot the Willoughby Hills Captains Day. Please add it to the list.

Thank you,

Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

From: Willoughby Hills Recreation Department [mailto:Recreation@WilloughbyHills-OH.gov]
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To: 'rec_commission'; 'Barbara Araps'; 'Councilman John Plecnik'; 'Dan Philipp'; 'Dee Germano'; 'gloriamajeski@willoughbyhills-oh.gov'; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'
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The topics for the agenda that will covered in my report are:
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I have emailed the Community Garage Sale, Touch A Truck and June & July's Community Center Reports. I will get the August report done before the meeting. I am still working with the Finance Director to wrap up the Safety Town report. If we are not done by Wednesday, I will still plan to provide a full report with the unapproved numbers.

Thank you,
Denise R. Edwards

rec_commission

From: Dee Germano <dgermano@divinewordkirtland.org>
Sent: Thursday, August 28, 2014 9:53 AM
To: 'rec_commission'; 'Barbara Araps'; 'Dan Philipp'; gloriamajeski@willoughbyhills-oh.gov; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'; recreation@willoughbyhills-oh.gov
Subject: RE: Sept. RC Meeting

I am unable to attend the September meeting, as I have to work that evening.

Is there a chance that the Commission would be willing to entertain the idea of changing our meeting night to the 1st Tuesday of the month instead of Wednesday? Just asking. . . . . .

Dee Germano

From: rec_commission [mailto:rec_commission@willoughbyhills-oh.gov]
Sent: Wednesday, August 27, 2014 3:43 PM
To: 'Barbara Araps'; 'Councilman John Plecnik'; 'Dan Philipp'; 'Dee Germano'; gloriamajeski@willoughbyhills-oh.gov; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Lynn Hallum'; recreation@willoughbyhills-oh.gov
Subject: Sept. RC Meeting

The next meeting of the Recreation Commission is on **Wednesday, September 3, 2014 at 7:00 pm** in Council Chambers.

In addition to advising whether or not you will be in attendance, please let me know if there is any additional item that you would like on the agenda.

The minutes of the June meeting will be emailed separately today for you to review.

Thank you,
Theresa

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, August 28, 2014 10:02 AM
To: Willoughby Hills Recereation Commission
Cc: Gloria Majeski; 'Mayor Robert Weger'
Subject: 2015 Event Planning
Attachments: 2015 PROPROSED RECREATION EVENT DATES.pdf

The proposed Recreation event dates are attached. The only event date that we are uncertain of at this time is Willoughby Hills Captains Day at Classic Park. I spoke to Nick at the Captains and they will have the dates ready in December so we will pick a date then. We are hoping to do another Sunday game with fireworks, but need to see what they will be offering once their calendar is in place.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

2015 RECREATION EVENT DATES

ART GALLERY RECEPTION – Friday, January 9, 7-9pm

WILLOUGHBY HILLS BOYS LEAGUE RAFFLE, Tailgate Party at LaVera Party Center– February 7

ART GALLERY RECEPTION – Friday, March 6, 7-9pm

WILLOUGHBY HILLS RECREATION PANCAKE BREAKFASTS
Sunday, March 1, 2015 and Sunday, March 8, 2015

WILLOUGHBY HILLS LIONS PANCAKE BREAKFAST
Sunday, March 15, 2015

SPRING CRAFT SHOW – Saturday, March 21, 2015

EASTER PARTY – Saturday, March 28, 2015

ART GALLERY RECEPTION – Friday, May 8, 7-9pm

CONCERT IN THE PARK - Wed, June 17, 2015

WILLOUGHBY HILLS CAPTAINS DAY AT CLASSIC PARK – TBA

SAFETY TOWN –July 6–10, 2015

ART GALLERY RECEPTION – Friday, July 10, 7-9pm

CONCERT IN THE PARK – Wed, July 15, 2015

GARAGE SALE DAY IN WILLOUGHBY HILLS- Saturday, August 8, 2015

TOUCH A TRUCK –Saturday, August 22, 2015

CONCERT IN THE PARK – Wed, August 19, 2015

ART GALLERY RECEPTION (QUILT EXHIBIT) – Friday, September 4, 7-9pm

CRAFT SHOW –Saturday, October 10, 2015

HALLOWEEN PARTY – Friday, October 16, 2015

ART GALLERY RECEPTION – Friday, November 6, 7-9pm

WINTER FEST AND CHRISTMAS CARD LANE – Sunday, December 6, 2015

BREAKFAST WITH SANTA – Saturday, December 12, 2015

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Tuesday, September 02, 2014 11:57 AM
To: 'Mayor Robert Weger'; Gloria Majeski; Willoughby Hills Recereation Commission; Mort O'Ryan; Frank Cihula; Council Office
Subject: August Community Center Reports
Attachments: 2014 AUGUST CC Rental Report.pdf; 2014 AUGUST CC usage Report.pdf

Good afternoon. Both August reports for the Community Center are attached.
Please let me know if you have any questions.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

2014 Community Center Usage Report for 8/1-8/31/14

ROOM	[illegible]	[illegible]	TOTAL ROOM USAGE w/o fee	TOTAL ROOM USAGE
O'RYAN ROOM	13	$ 4,980.00	3	16
LIONS ROOM	12	$ 1,085.00	0	12
SCHAEFER ROOM	7	$ 510.00	0	7
HISTORICAL ROOM	2	$ 200.00	3	5
YTD TOTALS	34	$ 6,775.00	6	40

2013 = 35 total Room Usages w/Fee

RENTALS - AUGUST 2014

DAY	DATE	ROOM	NAME or BUSINESS	ADDRESS	CITY	ZIP	EVENT	ALCOHOL	FEE
FRI	8/1/14	O'Ryan	Tamara Jones	27600 Chardon Road	WH	44092	Wedding Reception	yes	$ 450.00
FRI	8/1/14	Gazebo	Tamara Jones	27600 Chardon Road	WH	44092	ceremony	no	$ -
FRI	8/1/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	$ -
SAT	8/2/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	$ -
SAT	8/2/14	O'Ryan	Arietta Motley	1501 East 221	Euclid	44117	Family Reunion	no	$ 525.00
SAT	8/2/14	Lions	Alexandra Odom	1636 Pleasant Dale Rd	Cleveland	44109	Baby Shower	no	$ 125.00
SAT	8/2/14	Schaefer	Christopher Collins	35405 Chardon Road	WH	44094	Family Reunion	yes	$ 90.00
SUN	8/3/14	O'Ryan	Chris Wright	384 East 327th Street	Willowick	44095	Bridal Shower	No	$ 500.00
SUN	8/3/14	Schaefer	Donna Tango	7881 Gildersleeve Cir	Kirtland	44094	Bridal Shower	no	$ 80.00
SUN	8/3/2014	Lions	Melody Hurst	16301 Sanford	Cleveland	44110	Family Reunion	no	$ 200.00
MON	8/4/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	$ 20.00
TUES	8/5/14	Historical	WH Library	35400 Chardon Rd	WH	44094	Meeting	no	$ -
THURS	8/7/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	$ 20.00
THURS	8/7/2014	Lions	Kendal at Home/Jaylene	26040 Detroit Road, S	Westlake	44145	Seminar	no	$ 95.00
FRI	8/8/2014	O'Ryan	Kawana Little	865 Babbit Road	Euclid	44123	Birthday/Graduation	yes	$ 375.00
FRI	8/8/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	$ -
SAT	8/9/2014	Sr. Room	Don Miklich	Community Center	WH	44094	Pinochle Club	No	$ -
SAT	8/9/2014	O'Ryan	Mary Reasor	8304 Chester Parkway	Cleveland	44103	Birthday Party	Yes	$ 400.00
SAT	8/9/2014	Lions	Alex Dellas	2503 Parsons Dr	WH	44094	Wedding Shower	Yes	$ 125.00
SAT	8/9/14	Schaefer	Erica Mikolajski	20391 Arbor Avenue	Euclid	44123	Bridal Shower	no	$ 110.00
SAT	8/9/14	Historical	Melissa Hargrove	120 Ruth Ellen Dr H11	Richmond Hl	44143	Wedding Reception	no	$ 100.00
SAT	8/9/14	Gazebo	Melissa Hargrove	120 Ruth Ellen Dr H11	Richmond Hts		Wedding Ceremony	no	$ -
SUN	8/10/14	O'Ryan	Melvonna Williams	27500 Bishop Park Dr	WH	44092	Wedding Reception	no	$ 375.00
SUN	8/10/14	Lions	Sue Kopaitich	37500 Arthur Street	Willoughby	44094	Baby Shower	no	$ 200.00
SUN	8/10/14	Schaefer	Debra LaConte	2550 River Road	WH	44094	Bridal Shower	no	$ 80.00
MON	8/11/14	Schaefer	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	$ 20.00
WED	8/12/2014	O'Ryan	Jim Steinmetz	2647 Alan Drive	WH	44092	Prime Time Band Pra	no	$ 30.00
THURS	8/14/14	Historical	WH Library	35400 Chardon Rd	WH	44094	Book Discussion	no	$ -
SAT	8/16/14	O'Ryan	Alice McConnell	219 East 206th Street	Euclid	44123	Birthday Party	Yes	$ 375.00
SUN	8/17/14	O'Ryan	Agnes Vucic	29275 Chardon Road	WH	44092	Dinner Party	Yes	$ 325.00
MON	8/18/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	$ 20.00
THURS	8/21/14	O'Ryan	Taylor Draper	2909 Stratford Way	WH	44092	Practice for Stratford	no	$ -
THURS	8/21/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	$ 20.00
FRI	8/22/14	O'Ryan	Kimberly/Toni Samuels	1124 Brandon Road	East Clevela	44112	Anniversary Party	no	$ 525.00
SAT	8/23/14	O'Ryan	Aislynn Carlson	14698 Escalante Way	Bonita Spring	34135	Wedding Reception	no	$ 400.00
SAT	8/23/14	Lions	Sandy (Reddick) Timm	6624 Paine Road	Painesville	44077	Birthday Party	no	$ 125.00
MON	8/25/14	Historical	Joe Jarmus/Sandi Racic	Eddy Road	WH	44094	WHBL meeting	no	$ -
MON	8/25/14	O'Ryan	Ray Somich	35405 Chardon Road	WH	44094	Neighborhood Block	no	$ -
MON	8/25/14	Lions	Caroline Clementson/LCAA	10400 Chillicothe Road	Kirtland	44094	LCAA Mtg	no	$ 10.00
WED	8/27/14	O'Ryan	Taylor Draper	2909 Stratford Way	WH	44092	Stratford Place Mtg	no	$ -
WED	8/27/14	Lions	Matter of Fitness/Diana Rini	5483 Oakridge Dr	Willoughby	44094	Zumba	no	$ 20.00
FRI	8/29/14	O'Ryan	Rick Thompson	3040 Worrell Road	WH	44094	Graduation Party	no	$ 350.00
SAT	8/30/14	O'Ryan	Rodney Broughton	797 Babbitt Road #23	Euclid	44123	Birthday Party	Yes	$ 350.00
SAT	8/30/14	Lions	Vivien Garris	29447 Ridge Road	Wickliffe	44092	Bridal Shower	no	$ 125.00
SAT	8/30/14	Schaefer	Barbara Schouwe-Darville	401 Mortimer Dr #805	Bedford	44146	4th Birthday	no	$ 110.00
SAT	8/30/14	Historical	Minnie Lilly	556 Lawnview Avenue	Painesville	44077	Church Retreat	no	$ 100.00
									$ 6,775.00

	2010	2011	2012	2013	2014
JAN	2,372.00	1,740.00	3,390.00	$ 2,950.00	$ 3,785.00
FEB	2,599.00	2,875.00	3,160.00	$ 3,655.00	$ 4,205.00
MAR	2,092.00	2,375.00	4,410.00	$ 3,845.00	$ 5,035.00
APR	2,580.00	4,590.00	4,425.00	$ 5,315.00	$ 4,405.00
MAY	6,935.00	6,297.00	6,090.00	$ 6,545.00	$ 5,465.00
JUN	4,360.00	6,270.00	6,270.00	$ 7,760.00	$ 8,035.00
JUL	4,794.00	4,235.00	6,660.00	$ 6,650.00	$ 6,333.00
AUG	4,455.00	4,595.00	5,160.00	$ 4,860.00	$ 6,775.00
SEP	3,939.00	4,972.00	5,800.00	$ 5,950.00	
OCT	5,700.00	5,330.00	3,220.00	$ 5,250.00	
NOV	3,250.00	4,265.00	5,595.00	$ 5,265.00	
DEC	5,559.00	2,966.25	5,635.00	$ 5,715.00	
YTD	48,635.00	50,510.25	59,815.00	$ 63,760.00	$ 44,038.00
				TOTAL	$ 44,038.00

rec_commission

From: Frank J. Brichacek <frankbrichacek@willoughbyhills-oh.gov>
Sent: Wednesday, September 03, 2014 4:31 PM
To: 'rec_commission'
Subject: RE: 460 Report

The reports are in your mailbox. As always, the month of August is not closed so these reports are subject to revision and should not be considered to be final.

Frank J. Brichacek
Director of Finance
City of Willoughby Hills, Ohio
(440) 918-8731
FrankBrichacek@WilloughbyHills-oh.gov

From: rec_commission [mailto:rec_commission@willoughbyhills-oh.gov]
Sent: Wednesday, September 03, 2014 4:22 PM
To: FrankBrichacek@willoughbyhills-oh.gov
Cc: Theresa Baptie
Subject: 460 Report

Hi Frank,

Do you have the August 460 Report for tonight's meeting?

Theresa

YTD Fund Report for Year 2014 Month 08 - City of Willoughby Hills

Fund	Description	Beg Yr Bal	YTD Rec	YTD Exp	Unexp	Enc	Unenc
460	RECREATION CAPITAL PROJ FUND	30,582.56	6,775.02	0.00	37,357.58	0.00	37,357.58
1 Funds		30,582.56	6,775.02	0.00	37,357.58	0.00	37,357.58

MTD/YTD Revenue Report by Fund for Year 2014 Month 08 - City of Willoughby Hills

Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
460.000.46100	INTEREST	100.00	0.00	3.14	96.86	96.86%	3.14%
460.000.46200	REC COMMISSION PROCEEDS	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49280	TFR FROM 280	8,100.00	0.00	6,771.88	1,328.12	16.40%	83.60%
460.000.49300	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49305	BREAKFAST WITH SANTA	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49530	REFUNDS & REIMBURESMENTS	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.50000	GOODBYE TO GARFIELD COLLECTION	0.00	0.00	0.00	0.00	0.00%	0.00%
Fund 460	RECREATION CAPITAL PROJ FUND	8,200.00	0.00	6,775.02	1,424.98	17.38%	82.62%
7 Accts		8,200.00	0.00	6,775.02	1,424.98	17.38%	82.62%

MTD/YTD Total Expense Report by Fund for Year 2014 Month 08 - City of Willoughby Hills

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
460.110.56100	IMPROVEMENTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.56500	BUILDING IMPROVEMENTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.58000	PROJECT COSTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.58001	GOODBYE TO GARFIELD -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.59990	RESERVE -	34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00
460.350.53600	ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.350.53660	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.350.54700	LANDSCAPING MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 460	RECREATION CAPITAL PROJ FUND	34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00
8 Accts		34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00

Combined MTD/YTD Fund Report for Year 2014 Month 07 - City of Willoughby Hills

Fund	Description		Begin Bal	Receipts	Expenses	Unexp Bal	Enc	Unenc Bal
460	RECREATION CAPITAL PROJ FUND	MTD	37,357.01	0.00	0.00	37,357.01	0.00	37,357.01
		YTD	30,582.56	6,774.45	0.00	37,357.01	0.00	37,357.01
1 Items	Totals:	MTD	37,357.01	0.00	0.00	37,357.01	0.00	37,357.01
		YTD	30,582.56	6,774.45	0.00	37,357.01	0.00	37,357.01

MTD/YTD Revenue Report by Fund for Year 2014 Month 07 - City of Willoughby Hills

Account	Description	Est Rev	MTD Rec	YTD Rec	Unc Bal	%Remain	%Collected
460.000.46100	INTEREST	100.00	0.00	2.57	97.43	97.43%	2.57%
460.000.46200	REC COMMISSION PROCEEDS	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49280	TFR FROM 280	8,100.00	0.00	6,771.88	1,328.12	16.40%	83.60%
460.000.49300	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49305	BREAKFAST WITH SANTA	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.49530	REFUNDS & REIMBURESMENTS	0.00	0.00	0.00	0.00	0.00%	0.00%
460.000.50000	GOODBYE TO GARFIELD COLLECTION	0.00	0.00	0.00	0.00	0.00%	0.00%
Fund: 460	RECREATION CAPITAL PROJ FUND	8,200.00	0.00	6,774.45	1,425.55	17.38%	82.62%
7 Accts		8,200.00	0.00	6,774.45	1,425.55	17.38%	82.62%

MTD/YTD Total Expense Report by Fund by Dept/Object Class for Year 2014 Month 07 - City of Willoughby

Account	Description	Rev App	MTD Exp	YTD Exp	Unexp	Enc	Excess	Unenc
460.110.56100	IMPROVEMENTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.56500	BUILDING IMPROVEMENTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-56		0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.58000	PROJECT COSTS -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.58001	GOODBYE TO GARFIELD -	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110-58		0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.110.59990	RESERVE -	34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00
110-59		34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00
460.350.53600	ENGINEERING FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.350.53660	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350-53		0.00	0.00	0.00	0.00	0.00	0.00	0.00
460.350.54700	LANDSCAPING MATERIALS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
350-54		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund: 460	RECREATION CAPITAL PROJ FUND	34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00
8 Accts		34,800.00	0.00	0.00	34,800.00	0.00	0.00	34,800.00

Detail Revenue Transactions by Fund - City of Willoughby Hills
for Year 2014 Month 01 to Year 2014 Month 07

Date	Src	Payin	Trans	Bno/ Seq	Proj	Amount	Remark
01/31/2014	REC	JAN 2014	R1400534	11350001		0.32	JAN 2014 INTEREST ALLOCATION
02/28/2014	REC	FEB 2014	R1400846	11419001		0.39	FEB 2014 INTEREST ALLOCATION
03/31/2014	REC	MARCH 2014	R1401218	11504001		0.31	MAR 2014 INT ALLOCATION
05/13/2014	REC	APRIL 2014	R1401679	11628001		0.41	APRIL 2014 INTEREST ALLOCATION
05/30/2014	REC	MAY 2014	R1401946	11697001		0.57	MAY 2014 INTEREST ALLOCATION
06/30/2014	REC	JUNE 2014	R1402362	11793001		0.57	JUNE 2014 INT ALLOCATION
460.000.46100	INTEREST					2.57	
01/31/2014	FTR	F14001	F1400001	11307001		882.85	TFR REMAINING PORTION OF REC PROGRAM
04/30/2014	FTR	F14032	F1400060	11613001		2,704.93	PANCAKE BREAKFAST - MARCH 2014 "PROFIT"
04/30/2014	FTR	F14032	F1400061	11613002		3,184.10	SPRING CRAFT SHOW 2014 "PROFIT"
460.000.49280	TFR FROM 280					6,771.88	
Fund: 460	RECREATION CAPITAL PROJ FUND					6,774.45	
9 Transactions						6,774.45	

FALL CORN FEST CONCERT 6/18/14
RECAP

Band: "Prime Time Swing Band" – paid $600

Chris's Ice Cream Truck – served outside

50/50 raffle netted $36

Invited WH Library to do their "Pop up books" table – also went well.

Unable to hold outdoor concert due to rain, brought band inside; approximately 100 in attendance.

FALL CORN FEST CONCERT 7/19/14
RECAP

Expenses:

Divyne Design – signs for event $237.
CPearson – dash plaques for Car show $150

The event, including band, fireworks, inflatables and classic car show was rained out. The band (Club 730 at the price of $900) did not charge Corn Fest, but hopes the contract will be honored for a future concert. The fireworks rain date was set for the final concert on 8/20/14. The inflatables cancelled early morning because they are not permitted to set up in the rain. The classic car show was cancelled, but the dash plaques are undated and can be used for a future event.

FALL CORN FEST BBQ & CONCERT 8/20/2014
RECAP

Corn:

Purchased 300 ears from Sun Plum Market
Sold 230 (had 70 ears leftover, given to volunteers at end of evening)
Paid to Sun Plum $117 Took to bank $426
The Girls Scouts ran the Corn sales booth.
The Frank Germano Corn Crew (to include Boy Scout Troop 562) ran the grills.
We used 2 of the grill grates from WHUMC.
Used 18 bags of charcoal.

50/50 Raffle

Took in $306 – paid winner Ron Ilc of Marcum Blvd. $153. – profit $153.

Start up cash:

Took $400 in start up cash (singles) for corn sales, 50/50, pop sales. Returned that same amount to the bank upon completion.

Pop Sales:

Sold 300 cans of pop - Went thru approximately 5 cases of water, 4 cases miscellaneous (root beer, orange, etc.) and 8 cases Coke and Diet Coke.
Boy Scout Troop 562 members ran this booth.
Deposited $300 for pop sales.

Band: Paid "Tommy Steele Band" $1500

Fireworks: Paid "Mad Bomber Fireworks" $4500 – this was the final year on our fireworks contract.

Fireworks insurance – Insured thru agent Custis Insurance – Paid $850 for the insurance coverage

Glenn Folley – paid Glenn Folley $200 for his assistance with stage lighting.
Restaurant Depot – supplies $159.
Aladdin Rents – rented 100 folding chairs at $178.50

Divyne Design – Paid $312 for signs by Sandi Racic

Invited new WH Business "American Heritage Motorcycle" to have a promo tent with 2 motorcycles at the event – worked out well.

Invited WH Library to do their "Pop up books" table – also went well.

Respectfully submitted,

Gloria Majeski

Gloria Majeski 8/28/14

POOL PASS SUBSIDY

			Number of passes						Price per Pass						Amount paid by City			
Pass type	2014	2013	2012	2011	2010	2009	2014	2013	2012	2011	2010	2009	2014	2013	2012	2011	2010	2009
Youth Pool Pass	12	9	11	14	21	16	72	$54	$54.00	$54.00	$54.00	$54.00	$864.00	$486.00	$594.00	$756.00	$1,134.00	$864.00
2nd billing	1	1	1	3	2								$72.00	$54.00	$54.00	$162.00	$108.00	
Subtotal	13	10	12	17	23	16							$936.00	$540.00	$648.00	$918.00	$1,242.00	$864.00
Adult Pool Pass	49	11	10	9	8	4	60	$58	$58.00	$58.00	$58.00	$58.00	$300.00	$638..00	$580.00	$522.00	$464.00	$232.00
2nd billing		1		1										$58.00		$58.00		
Subtotal	49	12	10	10	8	4							$300.00	$696.00	$580.00	$580.00	$464.00	$232.00
Family Pool Pass	5	42	50	63	61	61	135	$115	$115.00	$115.00	$115.00	$115.00	$6,615.00	$4,830.00	$5,750.00	$7,245.00	$7,015.00	$7,015.00
2nd billing	3	4	3	6	2								$405.00	$460.00	$345.00	$690.00	$230.00	
Subtotal	8	46	53	69	63	61							$7,020.00	$5,290.00	$6,095.00	$7,935.00	$7,245.00	$7,015.00
Total	70	68	75	96	94	81							$8,256	$6,526.00	$7,323.00	$9,433.00	$8,951.00	$8,111.00