

MINUTES
Recreation Commission
City of Willoughby Hills

March 29, 2010

CALL TO ORDER: 7:30 pm
PRESENT: Rick Motuza, Chairman; Jeanette Nelson, Vice-Chairman; Barbara Araps,
Tony Fistek (arrived at 7:33), Rick Helton, Nick Iarussi, Joe Jarmuszkiewicz,
Gloria Majeski, David Pawar
ALSO PRESENT: Nancy Fellows, Council Representative; Joan Motuza, Clerk

Note: This meeting is in place of the meeting scheduled for April 6, 2010. The next meeting of the Recreation Commission, is scheduled for May 4, 2010.

Chairman Motuza announced that this is the first meeting of the Recreation Commission that is being televised and welcomed the viewing audience. The Chairman also welcomed and introduced Nancy Fellows who is the new Council Representative to the Commission.

CORRESPONDENCE

2/15/10 Commission Action - re donation to WEAGAT
2/15/10 To Mayor Weger - Advising that Commission requests televising their meetings.
2/15/10 To Gloria Majeski - Re posting of Recreation Commission minutes and agenda on Channel 12.
2/26/10 From Mayor Weger - Announcing cancellation of 2010 Corn Fest.

e-mails

2/9/10 From Gloria Majeski - Decision not to have summer camps
2/26/10 To Gloria Majeski - follow up re transfer of profit from 2009 Craft Show to 460
2/28/10 To Commission - advising cancellation of 3/2/10 meeting
2/28/10 Fwd. to Commission - info from Law Director Lobe regarding Lawsuit - City Recreation Dept.
3/1/10 To John Bertosa, News Herald - Advising cancellation of 3/2/10 meeting
3/1/10 To Gloria Majeski - donation request from Team Lubrizol
3/19/10 From 4K/RDP Sports - Parent/Child Program
3/22/10 To John Bertosa, City Editor News-Herald - requesting listing of March 29, 2010 meeting.

Reports

3/15/10 Expense Transactions 2009 Craft Show
3/25/10 Final Report - Christmas Card Lane
3/25/10 Willoughby Pool Pass Subsidy Report 2009

Flyers: Easter Party - March 27, 2010, 1:00 pm.

DISPOSITION OF MINUTES OF FEBRUARY 2, 2010

MOTION: Jeanette Nelson moved that the Commission approve the minutes as submitted.
Seconded by Gloria Majeski
Roll call vote: Ayes unanimous
Motion passes 8/0.

COUNCIL REPRESENTATIVE'S REPORT

No report.

RECREATION REPORT

Pancake Breakfast (March 7 & 14, 2010) 949 attendees. Tickets are still outstanding. The final report of this fundraiser will be made at the next meeting. Lion's purchased leftover supplies with the exception of the apple juice which we used at the Easter event. Good pre-planning. The Recreation Commission (as were the Lions) was reimbursed for the tickets sold by Lions and used at our breakfasts. The basket raffle, held in conjunction with the Lions) resulted in a profit of \$1905. This was divided in half with \$952.50 profit for the Recreation Commission. **Easter Party (March 27, 2010)**. 150-200 attendees. Gloria thanked the Rec volunteers - Joe, Barb & Tony. The new bunny costume was used. Polaroid film was found in inventory and depleted. The new camera system will be used for future events. Events were a jellybean count contest with two winners each receiving two tickets to a Captains game and a stuffed animal; face painting; coloring contest (to be judged after this meeting by Commission members); Skipper from the Captains paid a visit (a promotion for the upcoming June 20th WH Appreciation Day at Classic Park). There was no sign available. Gloria will budget for a sign for 2011. **Summer Softball Program**. Mayor Weger hired Kelly Wright to run this program. Kelly was at all Pancake Breakfasts to sign up registrants. To date we have two pixie teams(sponsored by Scooby Doo's and the Animal Hospital of Willoughby Hills), two 12U teams (sponsored by Premier Paint and Slim & Fit) and one 10U travel and one 12U travel (looking for sponsors). Unfortunately we were left with four 12U girls which we were not able to place on a team. Practice will start April 12. We are in contact with the Service Department to get field C & H ready for the girls. **Boys Baseball** is being run by Dennis Sedlak who also did signups at the breakfasts. 110 signups have been made. Gloria has obtained sponsors for the Boys League teams, the first time that has been done. **Willoughby Hills Appreciation Day at Classic Park (June 20)**. This is Father's Day. Needs promotion. A good opportunity to showcase Willoughby Hills. Suggestions for between inning events are requested. Willoughby Hills residents will participate in these events. The Captains are also providing a booth on the Concourse to showcase anything we want. In response to Commission requests Gloria provided a recap of the **2009 Pool Pass cost and usage**. Total number of passes subsidized by the City = 81. Total fees paid by the City \$8111.00. (16 youth @\$54, 4 Adult @\$58, 61 Family @\$115.) **Christmas Card Lane 2009**. Final report - profit for transfer to 460 Fund = \$663.24. **Cornfest Cancellation**. Fireworks under five-year contract signed by previous Community Days Committee. Gloria checking with fireworks company regarding penalty for cancelling. If not rescheduled within 6 months there is a clause in contract that a fee would be paid. **Craft Fair (October 9)** Redesigning application. Would like to expand to two floors of Community Center. Looking at booth charge of \$50. Gloria asked the Commission if they would like to be included in determining fees and discussion of changes to events. The Commission responded that they would like to be included in determining fees and discussion of changes to events especially those that generate funds for the Commission. Comment was made that the City cannot continue to totally subsidize some of the events - i.e. Halloween Party, Easter Party, etc. The Commission would like to be involved in setting fees for these events.

The Commission is anxious to begin working on **Christmas Card Lane 2010** and would like information soon to knowledgeable sell this program. Gloria stated events could be added and more planning needs to be done before soliciting card sponsors and that it might be nice to plan this out of the Commission bringing information to Commission for review and comment prior to advertising. Comment was made that there were several cards hung and not paid for. Gloria stated that there was no check and balance at point when signs were hung and hopefully this could be better organized next year. Jeanette Nelson stated that her daughter was one of the girls who could not be accommodated for the **softball team**. Options are to go to surrounding communities. The Commission stated this is unfortunate as once involved with other communities these residents will not come back to City programs.

460 FUND

CAPITAL PROJECTS FUND FOR THE ENHANCEMENT AND IMPROVEMENT OF RECREATIONAL LANDS AND FACILITIES.

MOTION: Joe Jarmuszkiewicz moved that \$653.24, profit from 2009 Christmas Card Lane, be transferred to the Recreation Commission's 460 CAPITAL PROJECTS FUND FOR THE ENHANCEMENT AND IMPROVEMENT OF RECREATIONAL LANDS AND FACILITIES. Seconded by Tony Fistek.
Roll call vote: Ayes unanimous
Motion passes 9/0.

Gloria asked how money is transferred to the 460 Fund. Response: The Commission requests transfer via motion. The request is forwarded by the Clerk to the Mayor's office for his approval and directive to Finance/Council for inclusion in the next appropriation ordinance. Upon adoption of the Ordinance by Council, the funds are transferred to 460. We have been advised by the Finance Director that Council addresses appropriation ordinances 2-3 times/year.
*Released from the 460 Fund on June 9, 2009 = \$23,000.

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|---------------|---|------------------|--------------------|
| 1/1/09 | Fund Balance | | \$23,070.52 |
| | 2009 Pancake Breakfast (\$2112.61) | | |
| | 2009 Flea Market (\$1250) | | |
| | Transferred via Ordinance 2009-76 | \$3362.61 | \$26,443.13 |
| | 2009 Allocated Interest | \$48.06 | \$26,491.19 |
| 1/1/10 | Fund Balance | | \$26,491.19 |
| | 2009 Craft Show (\$1677.80) | | |
| | Transferred via Ordinance 2020-12 , adopted 3/25/10 (Not yet transferred) | | |
| | Awaiting Transfer: | | |
| | 2009 Christmas Card Lane (\$653.24) | | |

Note: Released from Fund at Special Meeting of the Recreation Commission June 9, 2009 \$23,000.00- for layout, design and construction of bocce ball courts.

UNFINISHED BUSINESS

Bocce Courts. The Bocce Courts are in the Mayor's hands. The Commission would like to see a little more transparency of what is going on. Commission members stated that before the courts could be built, the soccer fields need to be relocated to Garfield. It was their understanding that the Service Department would begin working on this as soon as the weather broke. But they do not know what is going on. An emergency meeting was called at the request of Mayor Weger on June 9, 2009 to release funds. The Commission is not aware if the matching funds are still available. Should the funds be pulled back until they are ready to be used? The Commission has no idea of the schedule of progression for this project. It was the consensus of the Commission that a written time table be requested from the Mayor.

MOTION: Tony Fistek moved that the Commission ask the Mayor for an update on the bocce courts specifically the status of money that was approved for transfer last year, the status of matching funds-are they still available, the Commission would like to be provided more of an understanding of what the process is and why we are at a standstill. We also would like an estimated time table of implementation of the soccer field/bocce ball relocation so that the Recreation Commission can determine where this is going. Seconded by Jeanette Nelson.
Roll call vote: Ayes unanimous
Motion passes 9/0.

The Commission has concerns with matching funds in that they do not come with promise of life-long ownership of the bocce courts.

Ideas for Programs: Corn hole Summer Tournament. If Fire works contract needs to be paid we might combine with this tournament.

NEW BUSINESS

Pending Litigation

Plaintiff: Richard Newman
Defendant 1: City of Willoughby Hills
Defendant 2: City of Willoughby Hills Recreation Department
Defendant 3: John Does 1-10 of the City of Willoughby Hills Recreation Commission whose names and addresses are currently unknown.
Defendant 4: John Does 11-120 whose names and addresses are currently unknown who are individual in their official capacities or business entities responsible for the design, implementation, approval, and/or maintenance of the baseball facilities.
Court: Lake County Common Pleas
Judge: Joseph Gibson
Case#: 10CV000427

A discussion of the Boys League and the concession stands, usage and rental of fields ensued. A suggestion was made to put in vending machines to accommodate times when the stand is not open.

PUBLIC PORTION

Linda Fulton - 2990 Marcum - Comment bocce is far in the distance. Maybe it can be started as a regular bocce.
Concession stands - parents can work concession stands. Feels Community Center is not being used to make money..
Can offer exercise program - renting room on specific night or possibly a fitness room

ADJOURNMENT

MOTION: Jeanette Nelson moved to adjourn. Seconded by Nick Iarussi.
Voice Vote: Ayes Unanimous
Meeting adjourned at 8:45 pm


Clerk


Chairman

Date approved: May 4, 2010

4/26/10/jdm

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