

MINUTES
Recreation Commission
City of Willoughby Hills

January 4, 2012

CALL TO ORDER: 7:00 pm
PRESENT: Dan Philipp, Chairman
Barbara Araps, Dee Germano, Laura Lenz, Gloria Majeski, Jeanette Nelson,
David Pawar
ABSENT: Joseph Jarmuszkiewicz, Lynn Hallum, John Plecnik
ALSO PRESENT: Council Representative Nancy Fellows
PT Recreation Coordinator Ann Hassoldt-Fenoff
PT Recreation Coordinator Angie Howell
Joan Motuza, Clerk

Prior to the meeting Joe Jarmuszkiewicz was reappointed and sworn by Mayor Weger to a three-year term ending 12/31/2014.

2012 ORGANIZATION

Nominations opened for Chairman of the Commission

Jeanette Nelson nominated Dan Philipp for 2012 Chairman of the Recreation Commission.

Dan Philipp accepted.

Chairman Philipp asked three times for additional nominations.

Nominations were closed.

Roll call: Ayes Unanimous

2012 Chairman of the Recreation Commission: Dan Philipp

Nominations opened for Vice-Chairman of the Commission

Gloria Majeski nominated Joe Jarmuszkiewicz for 2012 Vice-Chairman of the Recreation Commission.

Joe Jarmuszkiewicz was not in attendance but previously indicated that he would accept if nominated.

Chairman Philipp asked three times for additional nominations.

Nominations were closed.

Roll call: Ayes unanimous

2012 Vice-Chairman of the Recreation Commission: Joseph Jarmuszkiewicz

DISPOSITION OF MINUTES OF DECEMBER 7, 2011

MOTION: Gloria Majeski moved that the Commission approve the minutes as submitted.
Seconded by Dee Germano
Roll call vote: Ayes unanimous
Motion passes 7/0

CORRESPONDENCE

12/8/11 e-mail from Gloria Majeski regarding Garfield Soccer Field progress & plans
12/28/11 to Mayor Weger requesting authorization and processing of Commission's motions to transfer 2011 Craft Show profit (\$2766.12) and 2011 Santa Shop Profit (\$208) to the 460 Fund.
12/29/11 to The News-Herald – notification and request for listing in agenda of public meetings
1/3/12 From City of Willoughby – Pool pass subsidy for year 2012
Reports: CT Garfield Soccer Field Plan
Christmas Card Lane – Final Report
Breakfast with Santa – Final Report

CORRESPONDENCE (Continued)

460 Fund - Financial Report
 Community Center Report
 Steward Sign Company – Information & proposal for freestanding electronic sign

COUNCIL REPRESENTATIVE'S REPORT

Councilwoman Fellows reported that next Monday Council will be holding their organizational meeting and new individuals will be aligned with committees. She reminded the Commission that the Council Representative is not part of the Commission but the chairperson of the Recreation Committee of Council which is a legislative body. Two items remain on the docket:

1. If the Administration deems that they are going to use the fields for other communities and presents a proposal to Council they would legislate on that;
2. Follow through with monitor fees for non-profits if a proposal is presented by Administration to Council.

Coordinator Hassoldt-Fenoff asked if there will be additional meetings with Recreation Coordinators to finalize. Councilwomen Fellows stated that as she reviewed the minutes of the meeting of 10/27/11 it was her understanding that the Recreation Coordinators were coming back to the Committee with the proposal. It is not the responsibility of Council to create the proposal.

RECREATION REPORT

Girls Softball and Boys Baseball. At this time Joe Jarmuszkiewicz is meeting with Wickliffe discussing the possibility of leaving the Willoughby League and joining the Wickliffe League. It would be a substantial money savings and would have a wider community base. The change looks positive and will be decided with the help of the Boys League. Signups will begin in January. **Breakfast with Santa.** Profit = \$59.82. **Christmas Card Lane.** Profit = \$975.06. **2012 Pancake Breakfasts.** March 4 & 11. Coordinator Hassoldt-Fenoff recommended that the Commission consider increasing the price of the breakfast. Since the Commission's breakfasts are in conjunction with the Lions breakfast, she was advised that this needs to be discussed with the Lions. The Lions Board meets the 2nd Tuesday of each month. It was suggest that our Coordinator bring this to the Lions at their meeting. **Community Center,** December was a slow month. Rentals look encouraging for 2012.

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

Fund Balance 11/30/11 = \$40,310.10

Note: Released June 9, 2009 – \$23,000 for layout, design and construction of bocce courts.

Released April 4, 2011 - \$1000 to Maple Grove Grange for completion of handicap bathroom on main floor.
 \$816.92 has been withdrawn from the \$1000 released for bathroom completion.

Awaiting transfer: 2011 Craft Show profit - \$2766.12 (approved at 12-7-11 meeting)

2011 Santa Shop profit - \$208 (approved at 12-7-11 meeting)

MOTION: Gloria Majeski moved to transfer the Breakfast with Santa profit (\$59.82) and the Christmas Card Lane profit (\$975.06) to the 460 Fund.

Seconded by Jeanette Nelson.

Roll call: Ayes unanimous

Motion passes 7/0.

UNFINISHED BUSINESS

Christmas Card Lane- Lighting Ceremony Chairman Philipp would like the Commission to think about a regular date (i.e. Sunday after Thanksgiving) which would become a tradition. This year's ceremony has already been approved for December 2. The Commission requested that the coordinators begin planning now with emphasis on community involvement. Gloria suggested that a sub committee to work with the coordinators might be helpful. Chairman Philipp asked Gloria to send out an email requesting participants for this sub committee. **Magnets.** Chairman Philipp stated that he will donate 1000 magnets and provide the remainder at cost to participating advertisers. Gloria advised that there are 8000 households in Willoughby Hills. It is anticipated that these magnets will be mailed to all households. These magnets, advertising City events, should also be available as handouts at our pancake breakfasts and other events. After discussion regarding distribution, mailing costs,

content, advertising, etc. Chairman Philipp stated that he would arrange for magnet design and send a copy of the design to the Commission for review. **Electronic Sign.** Gloria Majeski presented a preliminary estimate obtained from Steward Sign. Cost is in the \$22 - \$25,000 range. Information was distributed to the Commission. Further discussion and a plan is necessary. Much needs to be determined – placement of sign, rules for content, funding, etc. **Investing into the Community.** Dave Pawar stated that in comparison to other communities our fields are extremely poor and in need of attention. Improving these fields are places that we can direct our efforts into that which could be seen. Soccer fields poor. Football field is unlevel and plopped into the middle of a baseball field. Poor drainage - last season fields were mud holes. He would like to see some of the funding going into improving these fields. Chairman Philipp read the Mayor's **plan for the soccer field.** "The plan is to level it out (grade it) this winter when it is frozen over and we are able to bring equipment in. We will seed it in the spring using hydro seed. This will probably cost about \$10,000 (We should discuss allocating this from the 460 Fund). We will then put railroad ties down and rope off the parking lots. It should be ready for Fall 2012 use."

Much discussion ensued. The seeding cost is a guess – no quotes have been requested or received. It was the consensus of the Commission that they appreciate the fact that use of volunteers saves money but feel that professionals need to be consulted to guide the design and grade of the fields.

NEW BUSINESS

The letter of January 3, 2012, sent to Mayor Weger from the City of Willoughby regarding subsidizing pool passes for Willoughby Hills residents was reviewed by the Commission at their January 4th meeting. Gloria Majeski advised that there is a line item in the City Budget for pool pass subsidy. Gloria advised that there is a \$5 increase in rates. However, this increase will not impact the City Budget. It will impact the cost to our residents.

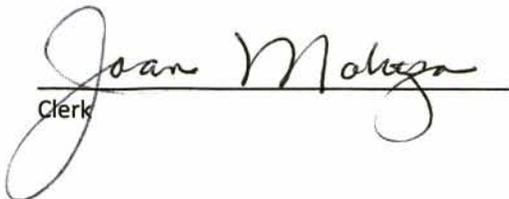
MOTION: Barbara Araps moved to recommend to the Mayor that he accept the 2012 proposal from the City of Willoughby continuing the pool pass subsidy for residents of Willoughby Hills using the Willoughby pool.
 Seconded by Dee Germano.
 Roll call: Ayes unanimous
Motion passes 7/0.

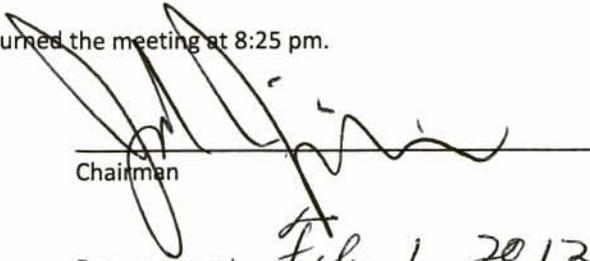
PUBLIC PORTION

No public present.

ADJOURNMENT

There being no further business, Chairman Philipp adjourned the meeting at 8:25 pm.


 Clerk


 Chairman

Date approved: Feb 1, 2012

1/19/12/jdm

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