

MINUTES
Recreation Commission
City of Willoughby Hills

March 7, 2012

CALL TO ORDER: 7:02 pm
PRESENT: Dan Philipp, Chairman: Joseph Jarmuszkiewicz, Vice-Chairman
Barbara Araps, Dee Germano, Lynn Hallum, Laura Lenz, Gloria Majeski, Jeanette Nelson,
John Plecnik
ABSENT: David Pawar
ALSO PRESENT: Council Representative Christopher L. Biro
PT Recreation Coordinator Ann Hassoldt-Fenoff
Joan Motuza, Clerk

DISPOSITION OF MINUTES OF FEBRUARY 1, 2012

MOTION: John Plecnik moved that the Commission approve the minutes as submitted.
Seconded by Gloria Majeski
Roll call vote: Ayes unanimous
Motion passes 9/0

CORRESPONDENCE

From Mayor Weger – Soccer Field & Roemisch Field Assessment (Terry Baller) – (via e-mail 2/7/12)
2/13/10 To Mayor Weger – Commission action regarding Recreation event magnets
2/23/10 From Mayor Weger - Recreation event magnets
From Gloria Majeski – Meeting w/Terry Baller on 2/24/12 – (via e-mail 2/28/12)
From Rec Coordinator – Pancake Breakfast Volunteer Help Request (via e-mail 2/23/12)
To The News-Herald – notification and request for listing of 3/7/12 meeting (via e-mail 3/5/12)
Reports: Community Center Usage Report as of 2/29/12
Community Center MTD/YTD Expense Report as of January 31, 2012
Community Center 2012 Annual Budget
460 YTD Fund Report
460 Recreation Capital Fund – 2012 Annual Budget
Long-Range Plans – presented to Council on 2/9/12 by Mayor Weger
Job Description: Part Time Recreation Coordinator

COUNCIL REPRESENTATIVE'S REPORT

No report.

RECREATION REPORT

Baseball & Softball signups were extended. To date 73 girls have signed up. **Umpire fees**. Joe Whitmer is handling payment and scheduling of umpires. One certified ASA umpire will be assigned to every game. The home team is responsible for the umpire fee - \$40 for pixies and \$50 for others. Mr. Whitmer will collect the fees and pay the umpires. He has been made aware that he will receive a 1099 at the end of the year. Further discussion with Mr. Whitmer is planned to work out details. Boys registration deadline is later. Girls registration deadline is earlier because Wickliffe does their draft the third week of March. Cornerstone Christian is requesting use of our fields for practice. Fields can not be given away until after determination of our needs. **Pancake Breakfast**. Served 466 at the first breakfast March 4. Nice publicity in The News-Herald. Volunteers are well covered for upcoming breakfast. **Easter Party**- March 31, 2012, 1 – 3 pm. In addition to the Easter Bunny Skipper, from the Captains, will be there. It was suggested that the 2 & 3 year old group be separate from the 4 & 5 year olds. Volunteers are needed. **Community Center**. Busy February. Usage up from past two years. March is on track to be busy. There are many

bookings during the week. **Soccer.** Soccer signs have been posted in the City. This is the second half of the season but new players are welcome. Willoughby Hills soccer is affiliated with Willoughby.

Monitor Fee Meeting has not been set. One question regards non-profits who do not pay for room –should they cover the monitor fee? Following are comments from the discussion of the Commission:

- Short rentals also need to be addressed – hourly structure
- Discounted rate for Willoughby Hills Business should be considered M-F during business hours
- Non-profits during business hours M-F – no added fee
- Minimal fee for non-profit after hours
- Willoughby Hills non-profit associated organizations no charge even after hours

Councilman Biro stated that Council does not make policy. Council requires that the Recreation Department/Administration submit a proposed policy. Council would then legislate on the policy. Commission members were requested to e-mail their suggestions/ideas to the Recreation Coordinator and Administration. Chairman Philipp stated that time will be provided at the April meeting for further input on this subject.

2012 Corn Fest – September 8 and 9, 2012. Gloria reported that the executive committee has had three meetings. The layout is being changed in the event of inclement weather. They are raffling off a Kindle Fire and 32"TV set at Pancake Breakfast. Proceeds of the raffle will be seed money for the Corn Fest.

460 FUND

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

Fund Balance = \$44,284.18

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.

UNFINISHED BUSINESS

Magnets. Dan Philipp stated he will design and donate magnets and have them available for distribution at the last Pancake Breakfast and at future events. Gloria advised that if the Commission would like to do this next year it must be allocated for in the 2013 Budget. **Soccer Fields.** Gloria reported that she and the Mayor met with Terry Baller, who is a civil engineer referred by Rec. Commission Chairman Dan Philipp. Terry took a copy of the aerial GIS which had been diagramed with the dimensions of the proposed fields. He would like to get this on CAD and will contact CT Consultants to see if they already have this area in that format since they staked the fields out last year. Terry discussed his plan to make sure there is adequate drainage to enable the fields to be used for continual play. He understands the priority to get the plans done and the construction started so we can plan for fall play. He should have something available to us by March 15 for Garfield. He understands the ball fields are our secondary concern and will attack that once the Garfield project is given to him. Again, he agrees there are some things we will need to do immediately to make the fields safe, but would provide information so that we could make enhancements over the next five years. **Terry Baller** was introduced by Gloria. He would like to sit with Commission for opinion on what we would like to see and would like to meet within the next week or so. Commission suggested that Dennis Sedliak (Boys Baseball) and Steve Nelson and Andy Gardner (Soccer fields) be included in the meeting. Anne will set date and time of meeting.

Jeanette suggested a fee schedule be put in place for outside use. Gloria suggested that a sub committee be set up to discuss and make recommendations for Roemisch Field.

Christmas Card Lane Sub-Committee. Will be chaired by Dan Philipp. He will gather information and look for volunteers to be on committee.

NEW BUSINESS

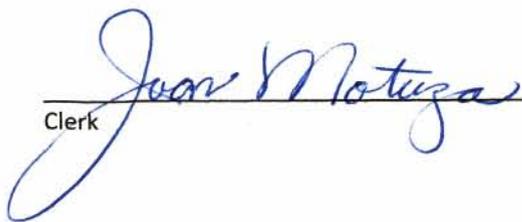
Sponsorship fee is \$275 for a team. Anne advised that she has sponsors who would like to sponsor two teams but were asking for a discount. Anne advised that she has high interest in sponsorship. The consensus of the Commission was that unless we are struggling for sponsors we should not discount.

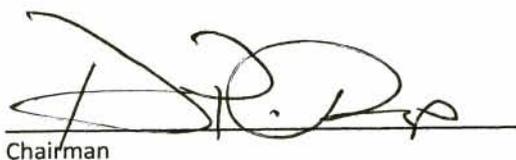
PUBLIC PORTION

No public input.
Public portion closed.

ADJOURNMENT

There being no further business Chairman Philipp adjourned the meeting at 8:05 pm.


Clerk


Chairman

Date approved: 4/4/12

3/28/12/jdm

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