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Subject to Approval

Approved as corrected

Approved as submitted

## Parks and Recreation Board Meeting Minutes March 2, 2020

**CALL TO ORDER:** The meeting was called to at 6:02 p.m.

**ROLL CALL:** **Present:** Gary Domanick, Amy Huey, Theresa Kovak, Carolyn Sullivan  
**Absent:** Jason Keppler, Brian Stulak

**OTHERS PRESENT:** Mayor Michael Wheeler, Debbie Bluso Rogers, Assistant to the Mayor, Doug Wegner, Richfield Village resident

### **ELECTION OF OFFICERS:**

Mrs. Bluso-Rogers requested nominations for secretary. The following action was taken.

**Motion** made by Ms. Kovak to nominate Amy Huey as secretary and seconded by Ms. Sullivan. Motion passed unanimously.

### **NEW BUSINESS:**

There was no new business to discuss this month.

### **OLD BUSINESS:**

#### **Updates on Feasibility Study**

Pros will not come down on their \$30k quote to run their feasibility study. Council has approved \$25k for the study. Mr. Domanick, Mr. Keppler, and Mr. Stulak will meet the 2nd week in March or April to discuss options. We likely will not have a concrete answer until May of this year. Ms. Sullivan suggested looking at outside donors to make up the 5k difference. Pros is the first choice. The next lowest bid is GreenPlay at 50k.

### **Program Fees**

At February's meeting, Mayor Wheeler requested for the board to consider what we should charge for the use of our current facilities to ensure that fees are administered equitably. Mayor Wheeler again requested for the board to look into what other communities are doing regarding:

- a) Facility rental fees
- b) Community center daily use and membership fees
- c) Ratio for paying recreation teachers

Ms. Huey stated that Richfield Heritage Preserve offered non-profits free use of their Gund Hall in exchange for volunteer hours. She also stated that both Gund Hall and Summit County charge residents and non-residents different fees, and charge more for use on weekends. Gund Hall rents for between \$250 and \$500. Rental rates of facilities within the MetroParks vary based on the number of people the facility can house and vary from \$175-\$500. Regarding rec-center membership, Valley View charges \$30 for a single person to use their community center for a year, and it is for residents only. Mr. Domanick stated that Richfield will want to keep its facilities open to non-residents as well due to our local businesses. Mayor Wheeler requested for the board to keep collecting information so that we can make an informed decision when we decide what Richfield will charge for the above a), b), and c) items.

As for Richfield's recreational programs, Richfield currently has a 80%-20% split, with teachers getting 80% and the Village getting 20% of the proceeds from all classes offered. Mayor Wheeler would like to know what is standard for other communities. Mayor Wheeler also wants to create contracts for all of our recreation teachers. In the past, some teachers had contracts while other did not. We need to be consistent in how we charge those using our parks and rec services and buildings, as well as how we pay our teachers. Resident Doug Wenger expressed concern that 80-20 was not an appropriate split and places too much financial burden on tax payers to cover the utilities and maintenance of the facilities. He suggested a 60-40 or 50-50 split. Board members expressed concern with increasing the rates since we could lose teachers and participants of these valuable, community building programs. Mayor Wheeler requested for everyone to contact other local governments to get an idea of what standard practice is. Ms. Sullivan requested to know what the village is currently charging for classes, facilities, and rec center usage by next meeting.

Mayor Wheeler had to cancel the Art Show due to a lack of artist participation. He wants to be responsible in our spending and look at how many people are attending our programs. Members in attendance voiced concern that we are not advertising out programs as effectively as we could.

### **APPROVAL OF MINUTES**

Ms. Sullivan requested an update to the January 6, 2020 minutes. The meeting was cancelled last minute due to the absence of the mayor, the Parks and Rec director, and council's representative. There was also no way for the board members who came to the meeting to unlock the building, so the meeting had to be cancelled. Ms. Rogers-Bluso also explained that the board would not be able to approve the February minutes until the January minutes we are approved. Ms. Huey and Ms. Kovak need to abstain from the January minutes vote since they were not in attendance in January, and with Mr. Keppler and Mr. Stulak absent from the March meeting, we do not have a quorum and will have to wait until the next meeting to approve the February and January minutes.

## **MAYOR'S REPORT**

Mayor Wheeler swore in 4 people on 02.25.2020. Three to the cemetery board (John Hudak, Jeff Ferrara and Pat Healy) and one to planning and zoning (Geoff Aiken) to replace Roger Swan whose term expires in 2021. He also swore in Paul Swan to the Human Services Commission to serve another 4 year term which will end in 2023.

Mayor Wheeler gave a proclamation for Roger Swan on 02.18.2020.

On 02.05.2020 mayor wheeler met with CVCC to discuss the 3rd graders' interview day with business and local leaders.

On 02.07.2020 he met with Environmental Design group to discuss ways to help the Village get noticed online.

On 02.10.2020 he met with Valley fire to discuss the possibility of merging Richfield and Valley fire.

On 02.14.2020 he met with Mac, Jim and David Biggar to discuss economic development in Kinross subdivision.

On 02.17.2020 he met with a company interested in moving to Richfield.

As of 02.20.2020 we are 11.1% year to date ahead of last year in our income tax collection and 5.1% year to date lower in our spend than 2019 year to date. Things are going well.

## **COUNCIL'S REPORT**

Mr. Domanick announced that council meets on the first and third Tuesday of the month with a work session on the second Wednesday of each month.

## **DIRECTOR OF PARKS AND RECREATION REPORT**

The annual Easter Egg hunt will be April 4<sup>th</sup> at 11am. Ms. Bluso-Rogers asked for a board member to volunteer to help with the event. Ms. Kovak and Ms. Huey stated that they were available to help.

## **TREE COMMISSION**

Council member Gary Domanick reported that both Project Pride and the annual Tree Giveaway will be on Saturday, April 25<sup>th</sup>. Last year they ordered 1100 trees and had some left over, so this year they scaled back to 1000. The trees they've chosen are hardy trees. Richfield Township has donated money towards the program, so it will be open to all Richfield Village and Townships residents. Mr. Wenger expressed concern that some non-residents come to the event and take the trees that Richfield residents pay for through taxes. The board discussed checking ID's and asked Mr. Wenger if he is available to help with that process. Richfield will host Tree City USA on Thursday, June 11, 2020. Mr. Domanick said the Adopt a Spot inaugural year was a success and he already has 4 new businesses and 3 stewards to add to this year's mix. He is working on signs for the locations. The signs will list both the sponsor and who maintains the spot.

**COMMENTS**

Parks and Rec Board is considering moving the April 6<sup>th</sup> meeting to March 30<sup>th</sup> to avoid interfering with Revere's spring break. We are already aware of two board members who will be out of town that week.

**ADJOURNMENT**

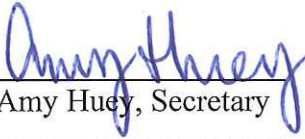
**Ms. Sullivan adjourned the meeting at 6:58pm.**



Jason Keppler, Chairperson

9/21/20

Date:



Amy Huey, Secretary