

DRAFT Park Committee Minutes

Wednesday, March 24

The meeting was called to order following the Safety Committee

The meeting last 90 minutes

Roll Call:

Members Present:

Sue Cox

Jon Sobcczak

Roger Kilgore

Kathy Rhoads, Acting Chair

Members Excused:

Jim Lovejoy

Jim Thigpen

Park Superintendent's Report:

Jon Sobczak gave the March report a copy is attached as part of these meeting minutes. Jon also provided the Parks Maintenance Report, which is included in the March Maintenance Report 2010, which is also attached.

Subsequent to the meeting additional work effort was reported. In addition to the reported activity, Jon and staff cleaned up the Village property at the top of Red Oak. Scrub trees and brush was removed. Hard wood trees remain. Mowing the parks took approximately 10 hours of steady work over one day. These items will also be mentioned in April committee meeting.

Old Business:

Jon is continuing research on the the need for mosquito spraying this summer in the Village as well as in the Parks. He will provide an update at the next committee meeting.

Jon will continue to pursue additional certifications for himself to allow him to do the pond and water drop mosquito treatments. It will not be possible to do this before summer. He will make other arrangements and provide an update at the next Park Committee Meeting.

Easter Egg Hunt:

A handwritten signature in black ink, appearing to be 'J.S.', is located in the bottom right corner of the page.

- Velvet Eby reviewed plans with the Committee.
- Committee confirmed that green vests would be made available to volunteers directing >traffic
- Restrooms were cleaned by the Parks/Streets staff, who maintains these as part >of their normal duties.
- The police officer on duty during the Easter Egg Hunt will open and close the >restrooms for the event.
- Discussions also including keeping all events on one side as a safety measure >to keep kids from crossing traffic. This led to a discussion on how the electricity >would be handled as well as parking and related issues.

Announcement Boards:

The committee endorsed the Run for the Trails proposal to donate labor and construct two announcement boards. One will be at Cy Hewitt and one will be at Loehr Park. The purpose of the boards are to educate visitors on the location of Eicheler Trail.

Finance Chair and Jim Carrick both recommended that the costs for the announcement boards should be split 50/50 between the Village and the RFTT committee. The recommendation was based on them not donating the proceeds back to the Village as was the practice in the past. The joint recommendation was based on no guaranteed source of future funding from RFTT.

Estimates for \$558 - \$600 material costs for each structure were reviewed by the committee at the February meeting. The Parks committee agreed to pay for the supplies. Per Barb Schwartz, Village Finance Chair and Council Person, subsequent to the meeting, Dave Johnson, BOPA and also a member of RFTT was given our tax exempt number and permission to use Village accounts to charge the materials directly to the Village.

A discussion regarding previous and future donations from Run for the Trails was discussed. In summary:

- Past donations received from Run for the Trails are in a separate fund, which can only be used for trail maintenance, upkeep, and trail related expenses with Village approval. Run for the Trails had hoped it could be preserved for trail expansion, but it can be used for maintenance and upkeep on the existing trails.
- Future donations are not guaranteed. Kathy Rhoads spoke with Bonnie Gordon, Run for the Trail member and donations are likely in the future. The Success of the annual 5K is a key determining factor in what funding is available for donations.
- Run for the Trails has an endorsement on the Village Insurance Policy covering them for specific benefits during fundraising activities on behalf of the member's of the park department. As long as Run for the Trail is for Eicheler Trail or any trail owned by the Village of Seville it is possible to endorse the policy

yearly to cover this event. Jeff Plummer provided a copy of the new endorsement to Mayor Carter via a copy left with Jim Carrick. Kathy Rhoads also was given a copy to share with Jim Lovejoy.

- The trails are part of the Village of Seville and are owned by the Village of Seville as part of the Parks. Upkeep and maintenance of the trails for use by Village Residents and visitors will continue to be a responsibility of the Village even if no further donations are received.

Other Old Business

- Kathy Rhoads will contact Westfield Girls Scout Troop 1065 and let them know that the bridge project is not possible due to state regulations. There are several other opportunities for beautification projects in the Village that we will offer to them instead.
- Kathy Rhoads will make contact regarding the Eicheler Trail dedication.

New Business

- Port-a-potty structures are installed in the parks with fields each summer by the Baseball/Softball/Football Association. The Association will continue this practice for the upcoming summer.
- The Baseball/Softball/Football association (Matt Swain & Mark Vanmeter representing) will look into getting one of the Dad's with a certification for chemical application to apply Roundup where it is needed on the fields and under the bleachers. The same will be done for fertilizer on the football field.
- The Baseball/Softball/Football association will also consider fixing the bleachers to bring them in compliance - no more than three levels or a backboard is needed.
- Jon said that the play ground equipment had been inspected and readied for the Summer. They will continue to maintain the equipment, which could use a new coat of paint in some places.
- It was noted that we will need a list of parks project planned for next year and the subsequent 5 years in the June/July timeframe to begin discussions for the upcoming 2011 Budget cycle.
- Jon did state that seal coating would be needed this year on the trail. Funds are available we will verify that the finances are in order before proceeding. Estimated costs \$4000.00.
- Velvet Eby has submitted new copies of permit requests for Garage Sale, Giantfest and Run for the Trails. She was given the old format, which the committee has accepted. Signatures of the Mayor, Streets Superintendent, and Police Chief will be obtained immediately for the Garage Sale. The other permits will be circulated as well.

- Jon is adjusting the hours of the Streets/Parks crew to accommodate later start times. This will allow for better scheduling. Jon's schedule will not change.

Specifics about the yard sale were discussed, including:

- Police coverage would be handled via comp time not overtime.
- Velvet Eby will talk to the Chamber of Commerce about locating additional parking and possible shuttle if needed to accommodate the large number of visitors.
- Council is considering new legislation that will increase parking fines for those visitors that park illegally. The legislation is still being worked by the Safety Committee.

Priviledge of the Floor:

Police Chief Don Burson as for the committee's support if it was necessary to ban individuals from the park. The committee expressed support but questioned how it would be enforced. Enforcement would be handled by the Police Department.

Agenda items for future meetings include:

- Establish standard process for providing park permits and circulating to the departments
- 2011 projects
- Future projects 2012 and beyond
- Short term and long term equipment needs - dependent on the inventory that is now underway. Committee needs to know the date acquired, whether it was acquired new/used, and expected lifespan so that plans can be made for funding.
- Plans for extending Eicheler Trail to meet the Medina County Trails.
- Discussion of upcoming events that involve the parks including; Labor Day Concert (SEEK), Christmas in Seville (SEEK)

Meeting Adjourned - no time stated

Meeting minutes respectfully submitted by Kathy Rhoads.

Kathy Rhoads

Kathy A. Rhoads *d. r. f.*