

VERMILION PARKS & RECREATION BOARD

Minutes of November 19, 2019 - 7:00pm | Municipal Complex Courtroom (687 Decatur)

Roll Call: T. Parker (Chair), B. Scholtz (Vice-Chair), W. Warden, E. Wakefield, D. Brudney, Jeff Keck. Not Present: E. Cann

Also, Present: M. Weisenberger, PARKS OPERATIONS SUPERVISOR; C. Kuhns, RECREATION DIRECTOR; Brian Holmes, COUNCIL REP; Tony Valerius, SERVICE DIRECTOR

Guests: Mayor Forthofer

T. Parker called the November 19, 2019 meeting to order.

APPROVAL OF MINUTES:

J. Keck MOVED; B. Wakefield seconded to approve the meeting minutes of October 15, 2019. Vote 6 YEAS. MOTION CARRIED.

CORRESPONDENCE/AUDIENCE/COMMUNITY GROUP USE PERMIT:

Community Group Use Permits:

-Lake Shore Corvettes – July 18, 2020 (Victory Park & Grassy Area) – 6am – 5pm

Mayor Forthofer said they made some changes last year that worked out extremely well and the representatives of Lake Shore Corvettes were cooperative. He said they will close Main Street from Liberty to Ohio Street.

B. Wakefield; J. Keck seconded to approve the Community Group Use Permit submitted by Lake Shore Corvettes as documented above. Discussion: B. Warden questioned the necessity of having to use Villages Greens for parking when the area from the tracks to Ohio Street were closed and unused last year. Bob DiCarlo said this was done at the request of the Fire Department. He said this past year the show was on the same day as their National Corvette Club and their show is not sanctioned so they were down about 100 cars. B. Warden said nobody has parked in these spots for the last two years. He said they spend money mowing, hedging and trimming Village Greens, and he can't understand why they're not parking on the road. Vote 5 YEAS. 1 NAY (Warden). MOTION CARRIED.

DIRECTOR'S REPORTS:

Chad Kuhns, Recreation Director reported the Rookie Tackle team won the Lake Erie Football League Championship, which was a positive ending to the season. T. Parker asked how old these kids are and C. Kuhns said they are 4th and 5th grade. He noted the 6th grade team made it to the play-offs, and they lost during the second round. He conveyed basketball registration forms are out and the deadline to signup is December 27. They will start basketball the second week of January.

He stated he met with Mark Weisenberger, the Athletic Director, and field maintenance personnel at the high school to ask them to provide the board with a better forecast of what's needed for the baseball fields along with associated costs, so they can budget for these expenses. They would like to have a schedule prepared to

appropriate dollars to purchase diamond mix for the fields (sand/clay) every few years or so. He said they need an additional \$4,800 to get the fields done this fall.

J. Keck MOVED; B. Warden seconded to approve an amount not to exceed \$4,800 out of the capital levy for diamond mix for the school baseball fields. Vote 6 YEAS. MOTION CARRIED.

Brian Holmes conveyed that Mayor Forthofer gave a presentation to City Council on the Vermilion Community Pool, of which he will discuss with the Parks Board. He would like to see the Parks Board and administration work together to come up with a resolution and a plan of what they're going to do with the pool moving forward. He couldn't say enough about the generosity of the residents providing donations to keep the pool open. He said the pool is a valuable part of the community so hopefully they can come up with some sort of a solution.

Tony Valerius, Service Director said that with the assistance of the distribution department, Gross Brothers completed winterization of all parks. Also, he mentioned that Main Street Vermilion would like to use Exchange Park on Thursday, December 5 from 5pm – 8pm for a Petting Zoo as part of their Vermilion in Lights event. B. Wakefield asked if Santa's House will be open during this time and T. Valerius was uncertain. B. Wakefield said they should check with Friends of Harbortown.

J. Keck MOVED; B. Warden seconded to approve the Petting Zoo on Thursday, December 5 from 5pm – 8pm in Exchange Park. Vote 6 YEAS. MOTION CARRIED.

Marc Weisenberger, Parks Supervisor thanked Chad Kuhns and Jeff Keck for getting together with him a couple weeks ago at the Sailorway Complex. Additionally, he reported he met with Erie Metro Parks representatives as one individual was certified in developing trails. They looked at Sherod Park and this individual has put together some plans and equipment when it comes to doing the mulch trails. They also looked at the crick that splits the park in half and they have equipment that does a great job in clearing brush along the edge of cricks and roads, so they are going to come back sometime this winter to help them open the crick back up to make it more visible. He reported he turned in the grant report to get the reimbursement for the \$2,000 for the new swings which was through Erie Metro Parks. He conveyed they worked with volunteers of Vermilion in Bloom who assisted with the summer flowers and fall decorations. Recently, they're working with them to get all the lights and decorations completed downtown for the Christmas season. He reported they are working with the Tree Commission to remove and replace boulevard trees at Victory, Sherod, and Showse. They completed the following at the Skate Spot: Painted the Half Pipe; moved the park bench from the office entrance and bolted it to the concrete and removed the shade structure and stored it in the office for the winter. He said they got the forks for the John Deere tractor which has been very useful.

M. Weisenberger said they need board approval to place a wood Christmas decoration (Vintage Christmas Card) at Exchange Park as part of the decorations.

B. Warden MOVED; B. Scholtz seconded to approve the placement of a wood Vintage Christmas Card at Exchange Park during the holidays. Vote 6 YEAS. MOTION CARRIED.

M. Weisenberger said D. Corogin had previously worked with the board on replacing the railroad ties at East Exchange Park and they are now in the process of converting this over to sandstone, and Vermilion in Bloom will cover the expense of this work.

He reported the front-end of their pick-up truck has been serviced and repaired. They will be putting a plow on the truck shortly to assist with snow plowing with the Street Department.

He conveyed he has been working with the Budget Committee on a five-year strategic plan of which he distributed to the Parks members, which is attached hereto and incorporated herein as part of the official record of proceedings. He thanked B. Wakefield for her time and work developing a 'Giving Brochure'.

In conclusion, he noted that he received a quote to transplant and move the five blue spruce trees located at the Skate Spot where the new fire station will be located. He said it will cost \$75-\$100 per hour and he estimates it will take 3-4 hours to do the work. They discussed transplanting the trees by the railroad tracks at the west entrance of the city before you get to Adams Street in order to buffer the tracks.

Mayor Forthofer thought the five-year strategic plan was a great guidance in thinking long-term. T. Parker suggested to the Parks members to review the plan and jot down their own thoughts, so they could start discussing it at the first of the year.

Vermilion Community Pool Update:

Mayor Forthofer said the finance director has advised council that if they continue to spend what they're planning to spend then they'll be in deficit spending by the end of 2020. There are some unrecurrent incomes the city had in 2019 that they won't have in 2020. Therefore, they need to be very careful on how they spend their money. By Charter, the council holds the purse strings and they decide on what to spend. The administration simply advises, and council administers those decisions. He provided data to the members and explained between 2018 and 2019 the individual memberships decreased from 5 to 2 due to the weather. Family memberships in 2018 were 46 and in 2019 they had 32. However, the estimated walk ups increased to 2,500 in 2019 from 2,000 in 2018. They believe it's because they didn't sell that many individual memberships because of the rain at the beginning of the season. The total seasonal costs for 2018 was \$51,800 and in 2019 it was \$50,413. All income totaled \$20,082 in 2018 and \$16,942 in 2019 for a balance in 2018 of (\$31,708) and (\$33,471) in 2019.

T. Valerius said the city received a new heater through donation and the installation will cost around \$4,000 because it will need to be retrofitted because it's not exactly like the other one. He said it will cost around \$2,000 to replace the roof on the pool building and leak repairs are estimated at \$40,000 by Pool Tech, and the concrete deck replacement is estimated at \$67,700 – totaling \$113,700 for all capital investments. Mayor Forthofer said they are losing about 1" to 1 1/2" a day in water, which is 2,544 gallons of water a day, and they don't know where it's going, but the pool shed often has standing water next to it. They are beyond patching the deck.

Mayor Forthofer said he has received phone calls from people asking where they can send their donations. Additionally, he received an email as the owner of Kingston wants to set up a meeting with the administration with regards to raising money for the proposed pool project in order to keep it running as it's very important to the community.

B. Holmes thought they should enhance their pool programs. He suggested a 'Movie in the Pool' and looking into vending options and a solar cover to keep the pool warm to cut down on expenses. B. Warden asked if the city has considered any corporate sponsorships. B. Holmes said the city would certainly be open to the

idea. Mayor Forthofer thought a subcommittee could start looking at alternative ways to raise money for the pool. B. Holmes said the city does have a fund established for pool donations.

T. Parker said the two aspects to the pool are operating it and fixing it. He thought it would be easier to find the operating money from people, but the capital expenses seem to be a bigger challenge because it's infrastructure. B. Holmes said when they tear up the concrete who knows what problems they could run into, so the numbers are just estimates – it could easily increase. B. Warden asked the Service Director how much the average homeowner must pay for 66,320 gallons of water. Mayor Forthofer said 40% of the Water Plant's water is unaccounted for.

B. Wakefield said so many communities are getting away from having and managing swimming pools. However, if they had the money to put into the pool what would be the best estimate in terms of longevity. T. Valerius said the concrete shell may be in jeopardy as well, but they really don't know. M. Weisenberger said the concrete could last 20 years or so if it's winterized and maintained correctly. B. Holmes said they need to figure out how the pool can evolve into something more by possibly incorporating splash pads or a smaller separate kiddie pool, a slide or diving board, etc. They need to look at how they can make it program-based. T. Parker questioned if this is the best location for a pool if they look out to the future. Do people think of it as the city's pool or still as a neighborhood pool. Before they put a ton of money into the pool this is something they should investigate as well. B. Holmes said Phil Pempin had talked about evolving community-based programs around the school and wondered where this was going. Mayor Forthofer said he spoke with Phil Pempin on the idea of having a pool on the school property, but it comes back to the maintenance. He said the Mayor of Avon told him that they need to think about spending half of what they spend in building a pool just for maintenance in the next 10 years.

T. Parker thought the creation of a subcommittee might be a starting place for the Parks Board. He will poll the board's interest and availability.

B. Scholtz asked B. Holmes what council's take was on ownership or financial commitment to the pool. B. Holmes said it was more geared by an administration point of view as the finance director advised them to be cautious of deficit spending. He wasn't sure who on council was onboard or financially against supporting the pool. T. Parker thought a few council members believed the Parks Board is flush. He said there is no way the Parks Board can or should handle all of this as a board. It doesn't make sense in terms of the best bang for the buck for them to do all the capital investments and operating. This doesn't seem fair in his opinion.

Mayor Forthofer said a couple years ago he had mentioned the fact that maybe the city could come up with \$10,000 or \$15,000 each year, but the rest could be generated by fundraising or other things.

Budget/Finance Subcommittee; Harbor View Project:

Budget/Finance Subcommittee – T. Parker said the subcommittee has met multiple times in looking at what their income is going to be and what projects they really need to be doing. The members received a spreadsheet report outlining the 2019 Parks Capital Budget. He sent board members a narrative summary of Capital Levy Budget Projections 2019-2024 that is attached hereto and incorporated herein as part of the official record of proceedings.

B. Scholtz said they met with the Parks Operation Supervisor who outlined goals into a cohesive plan from a capital standpoint. Therefore, they put together a balanced budget to have a plan to attack the projects. They plugged in bigger projects, so they can see how the budget looks in five years. Some of the projects involve public funding in terms of grants.

T. Parker said the income from the capital levy is about \$148,000 per year and assuming the current balance of \$105,000, they need to keep in mind that some of this money is encumbered and some is money they are setting aside for the December 2019 payment on the Sailorway field note, which is approximately \$46,000. This note will be paid once the December 2020 payment is made. He said they also set aside some money for new restrooms at the beach because of the pressing need. Therefore, the spreadsheet accounts for the cash flow received every year and lists the projects out over five years, so they are always in the black. He mentioned the finance director will meet with them on the operating levy sometime next week.

M. Weisenberger said as they move forward on the strategic plan it's important that they get input from the Recreation Director and City Council. T. Parker said adopting the capital budget doesn't cast it in stone as it can be adjusted. The Parks Board retains oversight of the capital levy. B. Wakefield thought the five-year capital budget was a great guideline and thanked the subcommittee for putting it together.

J. Keck MOVED; B. Wakefield seconded to adopt the Capital Levy Budget Projections 2019-2024 as presented. Vote 6 YEAS. MOTION CARRIED.

Harbor View Subcommittee – T. Parker shared the concept drawing for purposes of fundraising for the Main Street Beach Revitalization Project, which encompasses the beach and the museum property. In working to partner with Western Reserve Land Conservancy which is in process, their legal team and the city's law director are reviewing a proposed Memorandum of Understanding. If they receive approval of both, he thought City Council would need to ratify it. He said in order to begin fundraising and to get input from the community the subcommittee recommended the adoption of this concept.

T. Parker provided a recap and overview of the museum property process and recommendations, which is attached hereto and incorporated herein as part of the official record of proceedings.

B. Scholtz presented a visual of the Conceptual Site Plan for the Main Street Beach Development Project, which is attached hereto and incorporated herein as part of the official record or proceedings.

B. Scholtz conveyed that Western Reserve would like the board to provide renderings for the pavilion and the reimagining of the pump house, so he requested a not to exceed of \$7,500 to do drawings for the two buildings. T. Parker said they have paid the architect fees to date from the carryover donations of the purchase of the museum, and this fund came from the fact that some of the foundations that donated to the purchase came in over a couple of years, so the purchase was complete, and money was still coming in. They have used the fund to purchase architectural services and they have a caretaker that is being paid a stipend monthly to keep the grass mowed and keep an eye on the property. There is probably \$25,000 or so left in the fund, which is under the direction of the Parks Board.

J. Keck MOVED; B. Warden seconded to approve the concept plan for fundraising purposes, for grant applications and approaching major donors. Vote 6 YEAS. MOTION CARRIED.

B. Wakefield MOVED; J. Keck seconded to approve a not to exceed of \$7,500 for specific renderings for the pavilion and the reimaging of the pump house from the museum donation fund. Vote 6 YEAS. MOTION CARRIED.

ADJOURNMENT:

B. Scholtz MOVED; B. Wakefield seconded to adjourn the meeting. Vote 6 YEAS. MOTION CARRIED

NEXT MEETING:

Tuesday – January 21, 2020 @ 7:00 pm

Complete video of the meeting can be viewed at www.cityofvermilion.com (Meetings Tab – City Meeting Videos) for further explanation of the visual presented by B. Scholtz on the Conceptual Site Plan for the Main Street Beach Development Plan.

-Gwen Fisher, Boards and Commissions

Narrative Summary of Capital Levy Budget Projections 2019-2024

(Approximately \$ 148,000 per year generated by the Levy assuming current balance of \$105,000)

2019 \$206,000

Improve Parks Garage \$10,000
New Zero Turn Mower \$10,000
Debt retirement, Sailorway \$46,000
Set aside for new Beach Restrooms \$60,000
Miscellaneous projects \$80,000

2020 \$175,500

Main Street Beach deck repair \$1,500
Set aside for new Beach Restrooms \$60,000
Debt retirement, Sailorway \$46,000
Fitness Trail at Sherod \$20,000
Access improvement at Sherod \$20,000
Gazebo repairs, Victory \$28,000

2021 \$225,000

Revetment – Sherod \$100,000
Set aside for new Beach Restroom \$20,000
Court re-surfacing at Showse \$85,000
Sidewalk pavers at Exchange \$20,000

2022 \$90,000

Playground equipment – Showse \$75,000
Stain all pavilions \$15,000

2023 \$167,000

Purchase new picnic tables \$12,000
Bulkheada repair – East Exchange \$50,000
Parking lot repaving – Sherod 105,000

2024 \$100,000

Sherod Park restroom \$100,000

Overview of Museum Property Process and Recommendations

Participants in Subcommittee

Jim Forthofer, Mayor; Frank Loucka, City Council
Terry Parker, Brad Scholtz, Betsy Wakefield, Parks Board
Peter Corogin, Eileen Bulan, Co-Chairs
Judy Kernell, Marilou Suzsko, Main Street
Margaret Wakefield Worcester, Beth Eberhard, Jeff Riddel, Jim Chapple, Joanne Howley, At-Large,
Dana Corogin
Tom Bodde, Architect

Documentation

2011 Downtown Revitalization Plan Update Highlights
Feasibility Study and projections
Recommendation materials from Subcommittee, shared at 2017 public gatherings

Factors in Determining the Recommendation to the Parks Board

Financial realities – need to raise funds from outside grants and private donations in a unified process that includes all needed demolition and redevelopment (Can't go back to the same well 2 years down the road)
Cost of securing Historic Restoration Tax Credits
Conservation Easement
 No commercial activity on the property
 Impervious surface in any redevelopment cannot exceed current square footage (.6 acres for museum and present parking lot)
Need for increased parking
Need for public restrooms on site
Conscious decision to not create a venue that competes with existing rental/catering businesses in town
Any use of existing structures must be self-sustaining financially

The Recommended Master Plan

Complete demolition of existing buildings
Landscaping the hillside to include (if \$ sufficient) amphitheater, pavilion
Walkways to/from Main Street Beach
Westward expansion of Main Street to double street parking, center island and drop-off loop
Acquisition/demolition of Stuchal property (479 Main Street) to create additional parking
Construction of public restroom/changing facility on former Reisinger property, already acquired

Anticipated Costs

Approximately \$2 million from all sources (compared to \$3 million 2017 estimate just to restore the mansion and tear down the 1960's addition and landscape)

Management of Process

Partnership with Western Reserve Land Conservancy to manage the project, secure grant funding and private donations, handle all paperwork and legal matters



Lake Erie

Amphitheater
(12,000 seats)

main street beach

treacherous building

parking

Proposed Pavilion Structure
(1000 sq. ft.)
(existing rear improvements remain)

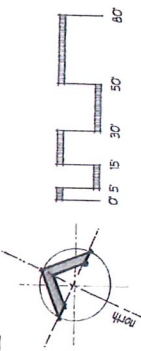
Harbor View patio
(see prior Waterfield house)

Proposed Comfort Station
(1000 sq. ft.)
(rear-waters improvements / recreational area / access area)

Huron Street

Main Street

Conceptual Site Plan
for
Main Street Beach Development Project
City of Vermillion - Parks and Recreation



Prepared by
Bodde
Architecture + Design