

VERMILION PARKS & RECREATION BOARD

Minutes of September 21, 2021 - 6:00pm

Roll Call: Terry Parker (Chairman), Dennis Brudney (Vice Chairman), William Warden, Brad Scholtz, Liz Elden, Kate Repola. Absent: Jeff Keck

Also, Present: Marc Weisenberger, Parks Operation Manager; Tony Valerius, Service Director; Chad Kuhns, Recreation Director; Brian Holmes, City Council Representative

Terry Parker called the meeting of September 21, 2021, to order.

APPROVAL OF MINUTES:

L. Elden MOVED: B. Warden seconded to approve the meeting minutes of August 17, 2021. Vote 6 YEAS. **MOTION CARRIED.**

CORRESPONDENCE:

T. Parker read a thank you note submitted by Maria Santoferraro along with a \$350.00 donation. She asked that the donation be put towards work being done at the Main Street Beach park.

He mentioned he received correspondence from Megan Lake-Smith from Tranquil Lake Yoga. At the end of the season, she wanted to inquire about her options for next year. She did not have a fruitful summer and did not make back the money she invested in her parks permit and was wondering if she might operate on the same basis as Maria does next summer. She would do it for donations or free and would make a donation at the end of the season to the parks. He did not see any reason why the board could not deal with Megan the same way they have dealt with Maria.

Community Event Group Use Permits:

-Main Street Vermilion – Market in the Park – Victory Park – July 2 – August 27, 2022 – 7:30 a.m. – 3:00 p.m.

Judy Kernell said they have changed the name from the Farmer's Market to Market in the Park and they would like to use Victory Park again starting July 2 and running through the end of August allowing them nine Saturday's. She said she finished her 11th year and is turning it over to Karen and Richard Kime.

K. Repola MOVED; B. Warden seconded to approve the Community Group Use Permit for Main Street Vermilion “Market in the Park” as presented. Roll Call Vote 6 YEAS. **MOTION CARRIED.**

Harbourtown Fine Arts Center – Chair-ity Auction – September 24, 2021

Libby Williams said they would like permission to put chairs in Village Greens in front of the Harbourtown Fine Arts Center at old Town Hall. B. Warden asked if these would be folding chairs. L. Davis said the high school has created some large Adirondack chairs and benches, and for the purpose of the auction they do not have the room to put them inside, so they would like to display those on the green as well.

L. Elden MOVED; B. Scholtz seconded to approve the Community Group Use Permit as submitted. Roll Call Vote 6 YEAS. **MOTION CARRIED.**

City Council Representative:

B. Holmes mentioned that Council gave the thumbs up for Marc Weisenberger to become a full-time employee and they are very pleased with his work and that he has continued Dana’s legacy on. He said council members had all good things to say and they look forward to passing this legislation.

Mayor Forthofer announced that the bridge is not going to be closed in October. He said the Cleveland Ballet performed at Village Greens and it was a beautiful evening. He said the support raised for this effort was well worth it. He also gave Marc Weisenberger credit for cleaning up the area and making it safe. He said the parks were maintained and operated well this summer, as well as the city pool.

Recreation Director’s Report:

Chad Kuhns reported that youth football will be hosting on October 2 at 10:00 a.m. They will have all their teams playing and they will host again the following weekend October 9 at 10:00 a.m. – 2:00 p.m.

T. Parker said as they approach year-end, he would like to know the projected finances for the recreation fund. C. Kuhns said he would need to look at this. T. Parker said as of August 31 there was still \$15,000 in the fund. C. Kuhns said he knows what he has sent in, but he isn’t sure what has been paid to date. He said they will have money coming in for basketball that starts in January. He believed they would be in the positive. T. Parker said the only thing that shows encumbered at the end of August is \$52.92, so anything that has been turned in has been paid or it did not show up by this time. He said that Amy noted that she made a \$5,000 transfer earlier in the year, which is standard practice. He just wonders if they will need to supplement anything as they get to year end. C. Kuhns did not believe so.

T. Parker said it is that time of year when the mayor submits an annual ordinance confirming Chad’s reappointment, and the board has the opportunity to give input. He reviewed the

terms of last year's ordinance with the board, which is on file in the clerk's office. On behalf of the board, he thanked Chad for all the detail work he does as Recreation Director

B. Warden MOVED; B. Scholtz seconded to recommend to the Mayor to proceed with legislation for the 2022 season on the reappointment of Chad Kuhns along with all the seasonal part-time staff as outlined in the ordinance. Roll Call Vote 6 YEAS. **MOTION CARRIED.**

Service Director's Report:

T. Valerius thanked Marc Weisenberger and Curt in the Street Department for filling in the ruts at Main Street beach where the Pilot House sat, so that R&D Excavating could come in on Friday to reseed the entire lot. They used 250 pounds of seed, so they got good coverage as it was injected into the ground. Hopefully, it will take a little better with a good watering.

Parks Supervisor Report:

Marc Weisenberger reported the Exchange Park electrical upgrade project through the Erie County Metro Parks grant is on the way. The trenching is completed, and all the conduit is in the ground, and 90% of it has been backfilled. They will look to reseed the area sometime yet this fall. The concrete bases that the receptables will sit in were installed, and they are waiting on the receptables to arrive, and then those will be installed, so they can complete this project in October.

He said the Sherod Park Beach Cleanup project sponsored by the Rotary Club was held Saturday. There was a total of 19 volunteers, and they collected over 20 cubic yards of beach debris off the west end of the west beach. He said Matt who owns Haulover Dumpster Rental provided a 20-yard trailer and took care of disposing all of this material, so he thanked him for his work and for Rotary for their volunteers.

He said there are a couple potential grant programs that are coming up in the month of October and November. The first is the Urban Canopy Restoration Grant through (ODNR) Division of Forestry and Jerry Western with the Vermilion Tree Commission will take the lead on putting this application together for them. They need to provide Jerry with a budget they want him to look at as this grant is a 50/50 matching grant reimbursement. In talking with Jerry, they are looking through the Tree Commission by contributing \$10,000 and with the matching grant it would be for \$20,000. The grant allows you to purchase trees and it includes removing any dead or dangerous trees, stump removal, soil, and preparation. The other two areas worth looking into would be the Harbor View Main Street Project, as a big part of this project would be to provide shade through trees, so they thought they could look at potentially matching \$7,500 from this project for a total of \$15,000. The third one would be between the park's operation budget and parks capital budget and taking \$7,500 between the two and trying to match that for all other public park locations, so basically they would be looking at a total of \$25,000 in local funds and they will try to double that in applying for \$25,000. This application is due October 29 and the project if funded would need to be

completed by the end of 2022. B. Scholtz asked when the grant is awarded. M. Weisenberger said the application is due the 29th but was uncertain of the date of award.

He mentioned the Tree Commission will be doing the fall tree planting the third week of October and in the past they had to put some park operation funds towards some trees, and he would like to do \$1,000. He said they do not need board approval for this, but he wanted to make sure the board was on the same page. They would like to replace two or three trees that were taken down at Village Green and two or three at Sherod Park for the ones that blew over or the ones they lost to erosion. It will be a total of four to six trees depending on the cost of the trees.

Another grant program that may or may not be worked on by Western Reserve Conservancy is the Coastal Management Assistance Grant, which is through ODNR, and it is up to \$150,000. They met with the folks that administer this grant program and one of the things they discussed was the revetment work and the public access to make the park more accessible. One of their priorities is public access and improved water quality, so potentially this project could fit this funding fairly well. Additionally, you can use any donated equipment or volunteer time, gifts, or donations if you track them accordingly. These can be used as part of your matching funds, so this is something they would want to work with the Western Reserve Conservancy on. These projects can begin in July of 2022. B. Scholtz asked if these were for design engineering or construction. M. Weisenberger said either or, but they emphasized that maybe the construction would be more a priority.

B. Scholtz said he would be curious to see how the board feels about not necessarily budgeting the funds at this point, but how they would feel about the fact they are not competing for other grants they are already working on. He thought if they worked with them it would be through the Main Street Project and maybe they can speak how the board is in favor of this and is willing to commit the \$7,500 in one case or whatever they are comfortable with. He thought Marc should know how the board stands. He said it makes sense to him as it is free money, and it could potentially be doubled. He is curious how the board feels about this. K. Repola agreed it seems logical to try for these grants because they need the funds as they have giant projects going forward, so it makes perfect sense. B. Scholtz did not feel they needed a commitment at this point – it is just more the thought that the board is behind this. T. Parker said M. Weisenberger will join them on Thursday at the meeting with Western Reserve.

Budget/Finance Subcommittee Report:

L. Elden said she had nothing new to report this month.

Community Relations/Publicity: No report.

Erosion:

B. Warden said he complimented M. Weisenberger on addressing some of the concerns he had at the last meeting as far as the slight deterioration of the repairs at Showse Park. It looks

good and he thanked Marc for his attention in taking care of these problems. He also noticed they have increasing erosion on the east side of Showse, and Marc will pursue a tentative solution perhaps through the Ohio State University landscape department on some proposals that might be activated somewhere down the road. T. Parker asked if they were losing soil at the top. B. Warden said the cliff on the east side of Showse in particular is now vertical, where at one time it was about 45 degrees, so it has become a hazardous problem and there is really not a whole lot they can do other than invest a lot of money to restore the angle or fill in the gaps that have been created over the last four or five years. It will take time and money unfortunately.

Main Street Beach Revitalization Project:

B. Scholtz said as recently as today they have met with Mark from Poulos & Schmid Design Group, and they have been through several revisions of their footprint, but they are really close. He thinks they will have something by the end of the week. They went back and forth on what is the right way to look at restrooms – family, male, female, and unisex, and then the size of the storage for the Shore Thing and the concession. He thinks they have good consensus of where they are going, and he thinks the architect is comfortable and now he can begin doing the elevations. So basically, they will have a men's and women's restroom, and the Shore Thing will have a nice little section they can vend from, and then a nice storage area as well. They will stick to around 900 square feet – plus or minus. It potentially could be larger if they shift off the property and go a little bit further north because there are some deed restrictions that limit them to 1,000 square feet, and they are pretty sure this is where the new lift station will need to be. They are trying to keep it small but functional.

Additionally, they were working on landscape architects, and they did meet with a couple of different firms – one was a firm out of Cleveland that was a national firm that definitely had a lot of resources available and the other they really liked was a local firm (Edge Group) the city has worked with on a couple different projects. They were excited to see this project moving forward. The committee agreed they would like to move forward with engaging the architect and they all agreed the Edge Group is the right firm they are comfortable with. At this point having invested so much time, energy, and money into this project, the group definitely feels it makes sense to move forward with a professional to help them finish this. The restroom is obviously underway, so they need to design the rest of the park and potentially integrate this with the Erie Metro Park piece in some way, shape, or form, so there is some flow over to that side as well. In order to do this, they would need to a motion from the board to approve a not to exceed of \$16,000 for the Edge Group to design. M. Weisenberger said this would cover the plans for the Harbor View property and the restroom area, and potential beach boardwalk, and then the area going down to the Erie Metro Parks and the west pier. T. Parker asked if this would be taken from the capital fund or operating fund. B. Scholtz said he had not thought this through. T. Valerius asked if the landscape architect should go through Poulos & Schmid Design Group as a subcontractor. B. Scholtz thought they could engage them directly. Mayor Forthofer said it would have to be in cooperation with Poulos & Schmid. T. Valerius suggested that Mark from Poulos & Schmid and the Edge Group get together and then Mark can adjust his price accordingly. T. Parker agreed they do not want to pay twice for the same work. T. Valerius mentioned that Poulos is the lead architect on the project, so any subcontractor

would have to go through them. T. Parker said this would come out of the money they already committed – they had a budget for design services in the total budget of the Main Street Beach Revitalization. T. Valerius said this was for design services for the comfort station – not for the rest of the park because they could not give a price for design services for the rest of the park until they know what is going to happen on the museum side of the park. T. Parker said he hates for them to lose a month, but they cannot move ahead without it going to Poulos & Schmid. He said once they adjust their price they can deal with the financing of this at that point. He said the board would make a formal recommendation through Tony Valerius to Poulos & Schmid that the landscape architecture be done by the Edge Group with financing to follow. T. Valerius concurred. B. Scholtz asked if this is required to be a motion. G. Fisher agreed they would probably not need a motion at this point. L. Elden said they clarified they established the steps that need to be taken and now it is in Tony’s wheelhouse. T. Parker said Brad and Tony can work out the details moving forward.

T. Valerius said he met with Brad, Marc, and Jim Park from ODNR about the revetment issues down at the Harbor View project and went over some options on whether or not it is a concrete wall that can be installed there or more of a Showse park type of revetment along the whole thing. So, Tim gave them some ideas and they are up for discussion.

M. Weisenberger said to keep things moving with some of the grants and Brad’s timeline, would it be possible to put a dollar amount on the motion they made as long as they could work out the steps with Poulos and Schmid. G. Fisher noted a motion was never entertained. T. Parker asked if they would just pass through what the subcontractor charges or do they add to it for their own benefit. T. Valerius said he did not know as they will get a price from Mark from Poulos for it. T. Valerius said maybe the board could approve that amount knowing that it may be exceeded, but at least they can get it started. He suggested instead of a not to exceed amount to just approve \$16,000, and then when the quote comes in they can approve the extra if there is extra. Upon discussion, the decision on taking this amount from the operating or capital fund will be made by the finance director. T Parker said they can argue this could last a lot longer than five years, so therefore, it could be considered a capital project.

L. Elden MOVED: K. Repola seconded to approve \$16,000 to be added to the Poulos & Schmid contract for a design landscape architect and for the money to be allocated from the capital fund unless told differently by the finance director. Roll Call Vote 6 YEAS. **MOTION CARRIED.**

Recreation and School Relations: No report.

Sherod Playground:

L. Elden reported she had a meeting with Marc Weisenberger and Debbie Zanglin on August 31 to revisit the master plan. She said some donors would like to make a sizeable donation to a playground. She noted that M. Weisenberger may possibly have some playground grant money. M. Weisenberger said they potentially have a matching grant they can apply for. He said Mid-State Recreation is putting together a plan for them to present to the folks that want to make the donation.

Pool Subcommittee Report:

D. Brudney reported the pool closed on September 5 and the following week they winterized the pool. He said they were asked what they would do with the extra pool heater that was going to replace the existing heater, so Marc and Garth came up with an idea to keep the extra pool heater for spare parts, and then possibly they can keep the current one going for another season or two, if not longer, to save money.

He said the main issues to address next year is to fix the roof and they have a potential person who will give the city a good deal. Secondly, they need to get some steps for the pool to make it ADA compliant. However, they already have a lift system and due to the size of the pool they only need to have one ADA compliant system, so the steps do not have to be ADA compliant. They found a company that custom makes them, and they already did measurements and sent it out for a preliminary quote. He presented the board with a picture of the recommended steps. He said they still hold the weight as the ADA compliant ones. They are 30" wide rather than 24", and these steps will be a four-step system and they have a weight capacity of 600 pounds. The steps will be 12" in depth and 5 ½" apart, which is the minimum you can have, and they are very sturdy. You can also remove these steps very easily by one person. He said the projected cost is \$2,935 for the steps, \$275.00 for freight, and they want to get a curtain for the sides since they will put the steps in the corner up against the wall, and then on the other side there will be a curtain they can snap on and off which will keep kids from going under the steps, and this will cost about \$200.00. The total projected cost is \$3,410. He said they had three people injured on the existing ladders this year, so they thought the steps would enhance safety.

He said they also talked about shade structures because they only have one little pavilion and a couple of umbrellas, so they would like a permanent shade structure. He said they would even like a basketball hoop outside of the pool.

He said they do not have actual final figures, but the finance director provided them with the pool revenue for the 2021 season, which breaks it down by the pool passes, daily admissions, swimming lessons, and parties. The operating revenue totals \$27,762. They are waiting to figure out if certain things were put into the right place or not – as they may have gone in the parks budget for Marc rather than the pool revenue and expense budget. This still needs to be reconciled, but the budgeted expenses that Amy put out is \$56,732.00. They do not think they actually spent this much, but this is what was projected. The figures are based on that projection. The projected operating revenue again was \$27,762.00 and it shows a profit/loss of (\$28,970.00). Donations to date total \$23,322.00 and the NOPEC grant was \$2,000, so they have an overall debt of \$3,648.00. Again, this is not the final figures because there are some invoices that need to be reconciled. He mentioned they are not certain the pool sweeper they approved came out of the parks board budget or from the pool, so there would be an operating overall loss of \$6,748 that is not included. When they got the lifeguards set up they

purchased 15 tickets for the company to train, which cost \$1,500. The lifeguards each had to pay \$150.00, so this is \$2,250, and they cannot find in the budget where this number is, and he thinks Marc paid for it out of his budget for the \$1,500, so again they need to reconcile a few of these things, and they might be a little closer. He thinks they will be in decent shape once they get the final figures. T. Parker said they will need to start over with donations for next year. D. Brudney said next year they may be able to use their current staff as lifeguard instructors, but they rather not do it under Lifeguard Pro as they are more familiar with Red Cross, so they would like to train them and use Red Cross, which gives them the ability to train the Boat Club or other people, so they may be able to make some revenue.

Mayor Forthofer thinks the expected debt is around \$3,000 to \$6,000, which is enabled by donations of \$24,000 and a NOPEC grant of \$2,000. Whether or not they want to replace this \$24,000 next year with donations, this is something they may want to start discussing early because they started the donations late in the season this year. He said the fact there was even a pool operation this year – he didn't think anyone did more of a heavy lift than what Mr. Brudney did. The research and motivation behind this were done by Dennis Brudney and he really should receive the respect by the whole community for the work he has done. The board agreed 100 percent.

T. Parker said the pool sweeper purchase came from the park capital fund, so it did not come out of the pool funds. D. Brudney said then it is closer to \$3,648, and again some things will be reconciled so it will be pretty close. T. Parker said in the preliminary operating budget they did earmark up to \$10,000 if they needed to make a transfer from the operating levy to cover any deficit from the pool.

M. Weisenberger said they need to address this year whether or not they feel the steps are important because there is up to a 20 percent increase next year. D. Brudney said they were looking at a potential grant to pay for these steps and they cannot apply for the grant until February, so Marc thought they could use this grant for something else. He asked K. Repola if the lady who was the last one injured was the person who said she would be willing to donate something towards the steps. K. Repola said once they get the definite quote she would be happy to call her. M. Weisenberger said they would like to purchase the steps this year because of the potential increase. K. Repola asked if they were able to speak with any communities or owners that have used these steps. D. Brudney said he has not, but he would be happy to do this. L. Elden said even if they would get a reference from a company that has used them to find out how well they have held up. D. Brudney said he would check this out.

Public Art Subcommittee:

L. Elden said they would like to mimic the old rod iron sign that was on the steps going up to the museum and they have a mockup they would like to present at a subcommittee meeting going forward. B. Scholtz said once they design the rest of the park they would get in contact with them on this.

OPEN TO THE AUDIENCE:

Dana Corogin said she sits on the subcommittee for the Harbor View Project, and she wanted to compliment Marc Weisenberger and Brad Scholtz for their outstanding efforts. There is so much time and energy put into this group, and she thinks everyone will be excited when they start working with a landscape architect and going further. She said the restrooms are coming along and she feels they will be unbelievably nice. She thanked the parks board for doing this as she feels the community appreciates it. T. Parker thanked Vermilion in Bloom as well for everything they do to make the city beautiful.

OLD/NEW BUSINESS:

L. Elden said after the last meeting, Laura and Dan Roth contacted her asking if they could volunteer by painting the sail structures at Sherod Park as a donation to the city. She said Marc will speak with them and will give advice as to what has worked in the past for the city. T. Parker asked if the board needed to give them permission. G. Fisher said this should be handled by Tony Valerius as the Service Director. T. Valerius said that he and Marc can handle this since they are donating. L. Elden said they were going to supply the paint and the labor.

D. Brudney said he appreciates and thanks everybody for their comments towards him on working on the pool, but he also wanted to mention that Marc Weisenberger also put in a tremendous amount of time and effort into the pool as well, and he wanted to thank him.

ADJOURNMENT:

L. Elden MOVED; B. Scholtz seconded to adjourn the meeting. Vote 6 YEAS. **MOTION CARRIED.**

NEXT MEETING:

Tuesday – October 19, 2021 @ **6:00 pm**
at the Vermilion Municipal Complex, 687 Decatur Street, Vermilion, Ohio

*~Gwen Fisher, Certified Municipal Clerk
Vermilion City Council/Boards and Commissions*