

**Minutes of the Park Board  
City of Sheffield Lake, Ohio  
June 16, 2014**

The regular meeting of the Park Board was held Monday, June 16, 2014. Chairman Lewis called the meeting to order at 7:05 PM.

**ROLL CALL OF MEMBERS:**

Present: Lewis, Albaugh, Kovach, Kustra, Service Director Smith

Absent: Mayor Bring and Farris (excused)

Attending: Concerned Citizens

\*Motion by Kustra/Second by Albaugh to accept the minutes of the May 19, 2014 meeting with any corrections. Yeas All.

**CORRESPONDENCE: None.**

**PRESENTATIONS:**

*Lisa Prokay, 765 Lafayette Blvd.* stated I have been trying to get some people together to organize an event that would fall sometime between Community Days and before school starts. Where I am right now I think the bigger function will have to wait until next year because we are going to need sponsors and donations. We have a lot of really good ideas and I thought my friend was going to join us but maybe she will come in. But we have some really great ideas of having a “take to the ski’s day” which would mean anything that has to do with the ski’s; remote airplanes, kite flying, balloons, Frisbee’s and that be the community event. I would like to get sponsors from different companies; some of the local business owners. So that is the goal for next year, only because it has been moving slowly. On a smaller scale that we thought we could still pull it off for this summer, would be a Saturday in the Park and I don’t know where we are with the Fall Festival. Park Superintendent Smith advised I just have an email that came today from HMP which are the promoters for the Fall Festival and the dates have been changed now; new dates are September 11 – carnival only through Sunday September 14<sup>th</sup> with the regular stuff with the carnival. The weather should be great and other activities will be occurring. We have event spaces for vendors; food and product in sponsors at very affordable rates. Flyer is attached and Heather or Sandy at 440-888-3575. That is hmpevents.com. Mrs. Prokay asked will that still be here at the shopping center. She continued I didn’t know also where we were in terms of the tents. The Mayor had mentioned about getting the pavilions. Member Kovach advised if we were to be lucky we might get 1 but that is just a guess because I don’t know exactly where he stands on it. Park Superintendent Smith stated I don’t know if Tammy is the liaison between the city and HMP or who is yet but I can find that out for you. Mrs. Prokay stated this we would be looking at

either Saturday August 16<sup>th</sup> or the 23<sup>rd</sup> and this is where I will need your help Len in terms of what would be a good venue because we want open space, grass and a lot of open space for the kite flying to be the best possible area. Park Superintendent Smith advised my neighbor just rented a tent for a graduation party that was the size of their backyard, multi-poled and it was really, really nice and I think they seated 9 or 10 – 8 top tables underneath it. That is how big it was and I don't know if that is something. Mrs. Prokay stated then if we could get a grill because I was going to see if Apple's would still be willing to at least donate some hotdogs and we could just keep it simple because of the late start as Steve said and because we just want to start getting a feel for how this will go over and then grow on it. So we could just do hotdogs and possibly popcorn, I know someone who has a popcorn machine that might be willing to bring it out. So is what we are looking for for either date; Saturday the 16<sup>th</sup> or the 23<sup>rd</sup> and the theme being "Saturday in the Park" that the old Chicago song. We would have kite flying, balloons, Frisbee's, corn hole – that kind of thing. I am still working on getting that sub-committee together. We could call it Sheffield Lake's first annual but for the one that we would hope to expand upon from this would be "Summer Ski's Fest" event. Park Superintendent advised why don't you – Saturday in the Park; a prelude to Summer Ski's Fest and then that way you are already establishing that run for next year. That was you are associating both names and then when one drops they will say oh that was associated with that. Mrs. Prokay advised or we might just go with keeping it with the "Summer Ski's Fest". Park Superintendent Smith advised if you are running into a problem with people organizing I might be able to steer you to some groups that might be able to help you. Some non-profits or some unions or different groups that tend to come and step to the plate when we need something. Mrs. Prokay stated that would be great but my goal is still to get people within the community to get involved in this, to get them out and doing something. For sure I do have one other person and some of you may know her – Sheila Kepic who has the Balloon Place. So she is definitely in for the balloon part of it and we just have everyone bring their own kites and I just need the location and an approval on the date. Member Kovach stated the only 2 wide open parks are either Guenther or Freedom. Park Superintendent Smith stated let's not forget we also have Forestlawn School in the city, even though it is not a park it does have a big field – a very, very big field and it is in the middle of a residential there and also Knollwood. So if one of them don't suffice for her all it would be would be getting some approval from the school system. I am sure that that shouldn't be an issue. There are some wide open places over there. Mrs. Prokay asked where is Freedom? Park Superintendent Smith answered Freedom is at the end of Warwick Drive and it is actually a pretty decent size. Member Kovach stated yes but then you run into parking issues. There again probably your best venue is Guenther just because of the wide open field and the parking and it would probably be better when Soccer Season is going to start. Park Superintendent Smith stated well this is for a Saturday and Soccer is on a Sunday

aren't that? Member Albaugh stated I have seen them on there on Saturdays. Park Superintendent Smith asked practicing? Member Albaugh answered yes. Mrs. Prokay stated for one day maybe they would be willing to. Member Kovach stated I am just saying that probably the earlier of the 2 dates. Park Superintendent Smith advised I can give you a contact – Josh Sours. Member Albaugh stated I think a great to have it would be the boat launch in the parking lot, if we could do that. Just shut down the windmill. Park Superintendent Smith answered we can't do that because the Coast Guard – we have criteria that we are contracted to keep it open. That is why we are having a problem with the kids. We can't just close the boat launch. Actually we are not even supposed to do that for fireworks but we do do it because the Coast Guard is involved. You are right that would be a good place. Member Kovach stated your best bet would be the 2 wide open fields for what she is planning. Park Superintendent Smith explained the restrictions of the boat launch which was funded through tax dollars from boaters. There was a brief discussion on possible Soccer participation which Mrs. Prokay will speak with Mr. Sours about.

***PARK SUPERINTENDENT/RECREATION DIRECTOR REPORTS:*** Park Superintendent Smith advised we will be checking on new benches and kiosk and some information stuff to put at Lakewood Beach Park for instance. So maybe we can even get some rules up, maybe a rule sign down on the beach. At Community and at Lakewood Beach, I would like to put up a couple life preserver rings down there by the picnic tables at both beaches and I am going to look into that and see what we got that is available. You know we are going to get vandalized but they are so cheap that if it saves one life it is well worth just to keep it maintained. The Mayor has purchased a new mower for the parks, a brand new 72-inch X-mark and we should have it in a couple of days. This is part of the 101 money that we needed to sustain the parks and of course today our 72 inch really blew and went down in service. So the timing is amazing and that will leave out of the money that he put in for that – that will leave enough money to purchase a good used pick-up truck for Jerry. So we can get rid of that Dodge and the Dodge has seen its day and it is just constantly keeps adding money in repairs. The Ohio Edison underground service for the Community Center that is what is going on in the parking lot. Pat is prepping our part of the agreement to get a new underground 3 phase at the Civic Center and that is going to eliminate the telephone pole out front and the flag pole. Ohio Edison is actually going to take a flag pole down for us too. Now where we re-install that is up in the air. That is something that is going on in the next couple of weeks. I also received a request to temporarily put 1 or 2 porta-potty's at Ferndale I Park at the costs of the Sheffield/Sheffield Lake Youth Baseball Association. This would need a motion by you guys to say that that is okay. \*Motion by Albaugh/Second by Kustra to allow porta-potty's at Ferndale I Park at the costs of the Sheffield/Sheffield Lake Youth Baseball Association. Yeas All. Park Superintendent Smith stated the Mayor is

working on making Jerry full-time, that was another thing that we had to do to make us more efficient and once that is done. The reason for that is we will be able to cross departments with floater so that we won't have a non-union part-time employee in conflict with the union contract. We will have a full-time employee in the parks that is union that can be used in others and likewise visa versa without any issues. He explained Pat has moved into a Superintendent position by ordinance and I am glad Council did that when they renewed the contract because we really looked at how we were utilizing efficiencies between the different departments; Water which is separate, Sewer which is separate, Roads which is separate and Parks which is separate. So there is manpower issues depending on the season. He explained manpower issues within the departments. Right now we are having the Community Workforce Development Group from the County government and affiliated with Lorain Community College and Jobs Ohio and stuff like that provide youth to work at the city. We had that program last year and we think we had 7 employees that are paid for by the County through State funds and we add them into our mix and they kind of help take up the slack. They are supposed to start this week and that will give us 2 guys to work with Jerry. We are going to have people just picking up litter in the city and doing some of the smaller jobs that we can get away with minimal supervision. That is going to help us be a lot more efficient; beach cleaning, string trimming and all that. We will soon be going out for bid for the new bike trail extension going through Ferndale Park and then through the water course right of way of the Day Ditch. We have had meetings with Bramhall Engineering and Pat and figured out what the city is going to be doing in-house and what is going out for bid. We have a meeting this week concerning that and hopefully by next week we will all have all the answers to that. David is handling the grant/Pat and I are handling production end of it. Metro Parks called to give us optimism that they might be able to do wet lands mitigation and utilize the Sheffield Lake reservation in doing it. That wasn't slated for development for another 2-1/2 years. This would mean paved walking trails, perimeter paved walking trails, internal structures, etc. They are going to put in a temporary connector from Idlewood to Harris, they are going to do it with base rock and then small cinder stone to create a walking trail on the south side of the ditch that will run from our cross over where our paved trail stops on Idlewood and it will go right onto their temporary trail. That will complete the connector for the Safe Routes to School grant. Then the one plan was to come back in 2-1/2 years and pave over that gravel but now that might be sped up also with this newest development that they got going now. We have been actively involved with them which he explained. Future updates to come.

**OLD BUSINESS:**

***Designated Skate Areas: None.***

***Memorial Parks: None.***

**Neighborhood Parks:** Park Superintendent Smith advised David Graves sent me an email concerning movie night. It seems we have to have a public performance license and I thought Kerry brought this up at one time. I don't know if it was at Council Worksession or if it was at a Park Board meeting that he was here at. I thought he said that he was taking care of that. But because of there being patent infringements about showing the movie we have to actually have this form – the public performance license that is granted by the movie studio. This can be done on the internet but I don't know anything about it but I thought that Kerry had brought this up once before he and Steve were sparring off about it and I thought Kerry said I will just take care of that. Member Kovach advised that was included in the choosing of the movie because the licensing fee or whatever was involved with it which I am sure is attached to this form that Dave is talking about. That fee was going to be less because of the particular movie. I am just saying that the fee and the form have got to be tied together. Park Superintendent Smith state I don't know anything about this so I just wanted to bring it to your attention. I don't know if Kerry is going to handle it or if David is going to handle it. Member Kovach asked do me a favor and that up at tomorrow night's meeting as he should be I would think. There was a brief discussion on previous conversation/recall on movie and fee.

**Lakefront Parks:**

**Lakewood Beach Park** – Park Superintendent Smith advised Lakewood Beach park is getting into shape. We graded, mowed – all that brush down, we graded the sand and we brought sand up from the beach water and we spread it evenly and nicely all the way to the walkway – up front to the parking lot giving it a beautiful nice look/groomed look. We are going to put the split rail back in there and we have got several picnic tables down on the beach. I am going to purchase some more grills to put down there. That is another place that gets packed, parking lot gets totally full. The Police actually patrol that pretty good, every night at least one of them walk down there and mingle. So there is a good presence down there and we have had no issues. As the weather gets warmer here it is really going to be used a lot and I have been working with the Residence on trying to keep our citizens – the people that use the park from infringing on their private property. We have the storm sewer outfall which is a regular ditch that exits there but it is also connected to the pump stations so when there is sanitary overflow it exits there. So that beach has been itemized for beach data collecting by Lorain County Health Department and the Ohio State Board of Health. Our beach counts have been fantastic and we have only had one day where we were above the limit so far since the testing began – about 2 weeks. That wasn't due to our part that was due to a non-rain event where we had a northeaster brought this stuff in from somewhere out west and not east. We are doing the beach counts 4 days a week and they test the water and send me a beach count on the data. The last one we had was June 13, 2014 and that is good until Tuesday morning when I get the new one. Lakewood Beach was 28.8 and Community was 109. The scoring limit is

239 that a water quality advisory goes out. What we did is we ordered 2 signs for both beaches and these 2 signs are flip signs so that one down says water quality advisory – you pin it and above it is the symbol for no swimming, not recommended at this time. Then when the water quality advisory is below 239 we pin the sign up and it says swimming is recommended. That meets the criteria established by the Board of Health and like I said before at the last meeting we are on the State websites with our beach data. I am also placing SSO signs out which are storm sewer outfall overflows at all 3 of the outfalls which is Lakewood Beach Park, Jordan's Dip (by covered bridge) and Shell Cove Park. So we are compliant there with the EPA.

**Community Boat Launch** – Park Superintendent Smith advised we have had several complaints about a sloppy beach at Community beach over the last 2 weeks. This has been due to the extensive use that is going on on a Saturday which I have personally been down there to see. We have got canopy's sit up on the beach and we got people rolling grills down there. I think last Saturday the beach was totally packed with people; tents, umbrella's. We had the first complaint then due to the fact that all the garbage cans were full – totally full. Monday is our clean-up day at the Boat Launch. We clean it up Friday for the weekend and then we go back Monday when we start. Several people have gone down there on Sunday and it has been pretty trashed from all the use. One lady that called and she was very angry today and she wanted me to be aware and I called her back twice and couldn't get a hold of her. Then I tracked Jerry down and he had already done and cleaned up all her issues. That was because it was our normal duty for a Monday morning, get rid of the dead fish and clean up any dead birds or gulls or anything like that is around there. Remove drift wood from swimming areas and things like that and that was her complaint. I did ask Jerry as we have some foliage growing on the rocks down there and normally we string trim it all out of there. We get it vegetable free – the best way to say it. We have county workers that are going to be starting with us sometime this week and Jerry is going to have 2 of them I believe and then he will be getting caught up on all the string trimming and we will be removing that foliage. He shared the activity of the populated beach this past weekend. He advised we will be moving some picnic tables down there, up on that beach real close to the rocks so people can sit and see if we can't accommodate a little more on the beach.

**GRANTS, GIFTS & AWARDS:**

**Brookside Bike Trail/Covered Bridge** – discussed above.

**NEW BUSINESS: None.**

**CITIZENS COMMENTARY:**

**Sheila Kopic, 630 Hollywood** advised she is working with Lisa Prokay on the Summer Fest.

Park Superintendent Smith advised receipt of letter from George Rodriguez, President of Sheffield/Sheffield Lake Youth Association.

**MEETING ADJOURNED:** With no further business before this committee,  
\*Motion by Albaugh/Second by Kustra to adjourn at 7:50 PM. Yeas All.

**CLERK OF COMMITTEE AFFIRMATION:** This meeting of the City Committee of the City of Sheffield Lake, Ohio was held and conducted under all Rules and Regulations Governing The Sunshine Laws of the State of Ohio as they may apply. All meetings are recorded and available in Council's Offices.

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CLERK OF COUNCIL

*Kay Fantauzzi*

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COMMITTEE CHAIRMAN

*James Lewis*

*and/or*

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ACTING CHAIRMAN

*Steve Kovach*

I, Kay Fantauzzi, duly appointed Clerk of Committee Of Sheffield Lake DO HEREBY CERTIFY that this is A true and exact copy of the Minutes of the Park Board Of June 16, 2014.

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PRESIDENT OF COUNCIL

*Rick Rosso*

*and/or*

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COUNCIL PRO TEM

*Alan Smith*