

**Minutes of the Park Board
City of Sheffield Lake, Ohio
February 19, 2024**

The regular meeting of the Park Board was held Monday, February 19, 2024. Chairman Wright called the meeting to order at 7:00 PM.

ROLL CALL OF MEMBERS:

Present: Wright, Fritz, Barker, Mayor Radeff, Service Director Hastings, Council Representative Kovach.

Excused: Keely.

Attending: Council President Rosso, Councilman DeBottis, Citizens.

MINUTES: *Motion by Kovach/Second by Fritz to accept the minutes of the January 22, 2024 meeting as written. Yeas All.

CORRESPONDENCE: None.

PRESENTATIONS: None.

MAYOR REPORT: Mayor Radeff reports I just posted the master plan survey on the Facebook page and tomorrow it will be on the website. Starting Wednesday there will be hard copies at city hall and the service dept. The info will also be put on next month's water bill. I would like to discuss the community gardens as they have been brought up to me multiple times. Lengthy discussion about gardens had with the following key information: Pat and I have discussed placement of those and we are looking for some guidance from you, as we are looking to move them to parks. One in three separate parks; one in the middle, one on the east side and one on the west side. I am meeting with a lady Wednesday who was highly involved last year. I have reached out to some local cities about theirs to get an understanding. I do have a gentleman that really wants to work on the learning aspect of it; Teaching how to seed, what products to use, etc. Representative Kovach says there is plenty of room on the east end of Freedom, east of the dog park. Mayor Radeff replies my thought was Freedom, Gary Green and then somewhere in the middle. Service Director Hastings states we have several million dollars in lake front connectivity trails going in and that (where it is currently) is one of the spots that will have a new crossing, etc. That is scheduled to start in 25. Chairman Wright says I'm in favor of moving them and I think Freedom Park is an easy and perfect place. I like the suggestion of having one in a number of different parks/wards. There is space at Ferndale, Gary Green and Gunther. Member Fritz says my concern is kids and vandalism. What is the plan at a park where it's not so monitored? Service Director Hastings replies Gary Green and Ferndale, the boat launch and covered bridge have cameras. If there is a park that doesn't, we can look into putting cameras there. We can do some fencing and stuff too. We have them coming to put some up at two businesses at Shoreway. We can also start with 1-2 parks and work on another. In the long run, it would be perfect if each ward had one. We would like to do two boxes at each park. Chairman Wright asks how

are those boxes being reserved? Mayor Radeff replies I have the format they used last year and that's what I am meeting about Wednesday. Representative Kovach says last year they did it through casual community garden meetings. Chairman Wright asks was there a charge last year? Mayor Radeff replies no, but from what was written up last year, this year would be a charge. Member Barker asks there were restrictions on the kind of plants too, right? Mayor Radeff responds yeah, there is a list of things you can and can not do. *Motion by Kovach/Second by Barker to move the gardens to Gary Green or Ferndale and use the additional equipment to make the second garden.

SERVICE DIRECTOR / PARK/RECREATION DIRECTOR REPORTS:

Service Director Hastings reports we have ordered the recycled engineered fiber for the playgrounds. We also ordered some replacement parts for equipment at Freedom as well as Gunther. Chairman and I met about moving/adding to the handicap parking availability at the boat launch. We were going to put it on the first two spaces closest to the bathroom. We would eliminate the full boat parking pad and dedicate it to handicap. Chairman Wright replies correct. We would have one handicap parking for just a vehicle and one for a vehicle and trailer, both nearest to the bathrooms.

OLD BUSINESS: Lengthy discussion on rec director with the following key points: Chairman Wright says we have been talking about a rec director and I was asked to type up a job description which I have. The general job description is they would oversee the recreational program offered by the city in our public and private parks, sports facilities and community center. They would plan, organize and direct the administration of recreational programming and activities offered. Works on publicity and financing for the programs and managing coaches and other individuals involved. Their office would be at the Joyce Hanks Community Center. Duties and responsibilities would be to plan programs, assess the recreational requirements of the community, plan activity programs, communicate with community members, research various sport and recreation programs, ensure a variety of sport recreation and cultural programs are planned and implemented and evaluate the effectiveness of these programs and identify future needs. Current programs would fall under the supervision of the recreation director who would analyze the feasibility of the current programs. They would implement new programming, create and manage schedules for activities and facilities. They would recruit, train and oversee staff and volunteers. They may at times be required to supervise activities. They would maintain a budget for their programs and prepare financial and program reports. They are also responsible for promotion of activities and maintain constant community engagement. We would like them to coordinate with some local sports leagues and seek an ex-officio board position on each of the respective sports league boards. They would be expected to work as a liaison between the sports club and the city and to compile and store information such as contact lists and operating documents. We don't have a soccer program so why wouldn't we ask a rec director to make this a top priority to help launch the

soccer program anew. Also, when the mayor talked about the community gardens, this seems like the perfect programming that a rec director could easily implement and oversee. The skill set we would look for is energetic, flexible, strategic thinker, can plan well, juggle many responsibilities, good communicators, passion for serving and working with and leading all kinds of people. Core skills we would want are for them to have experience with events coordination and planning, proficiency with basic business suite of applications like Microsoft Office, have good written and communication skills, team and management skills, effective decision making and negotiation skills. Advance skills for the future could be to teach staff, knowledge of emergency procedures (first aid, CPR), knowledge of how to operate a recreational facility and the understanding of coaching theory and practice. Compensation has been one of the biggest points of debate/discussion. This would be part-time at 20-30 hours a week without a benefit package. We could have additional compensation if they can get into grant writing, etc. The position should ultimately pay for itself with the programming that is generated and implemented. There should be a fee, these programs can not be free and be sustainable. Mayor Radeff says the goal is that hopefully in a couple years you can make it budget neutral or revenue building. There will be plenty of free things, everything won't be charged. The goal isn't to charge money, it is to provide recreational services. Representative Kovach says I don't feel this position belongs on any recreational programs board. This is a city function; they can be a liaison but have no business on the board in my opinion. Chairman Wright says my reasoning is board positions/boards turn over in our youth programs and it leaves a big mess and a lot of times the new board has to start over. I don't want the rec director to execute any of the functions of administering the league, I want them to keep records of sign ups so the new people on the boards have records that they can just hand off and they don't need to be reconstructed. Member Barker says the league is privately owned and not run by either municipality. If this person wants to run registration for our board on his own time, outside of their 25-30 hours, that's on them. It builds a relationship between the city and the league; I'm not opposed to it. Chairman Wright says there might not even be a position open or this person may not be welcomed. What I'm hearing is that particular function probably should be stricken from their duties. Member Barker says I feel they should be able to hold the position and still be on a board, but the city should not force them to go on a board. Mayor Radeff states I agree with the idea that it is more of a liaison. Representative Kovach says as we go along there will be adjustments made continuously as it develops. Member Fritz says my understanding is we kind of want this director to be the heart of the activities in our community so we need them to be aware of what the leagues are doing, but with 30 hours a week, we can't expect them to serve on every board. I do think they should be a liaison and communicate with the leagues but not necessarily serve any mandated position. Mayor Radeff says I would put in there that they should be at this meeting every month. Chairman Wright says I will strike that they have to be an ex-officio member and add that they have to attend Park Board meetings. What

are the administrations thoughts/plans on pursuing a candidate for this position? Service Director Hastings replies I would say internally, the city would make sure the position is funded and then with the agreement of the board, advertise for applications and start the interviewing process. Mayor Radeff says first we have to get the funding. Tomorrow I'm going to bring it up at work session and hopefully by mid-end of March, we have an agreement on the amount. During March I would like to try to fill the position and start the interview process. President Rosso says I think there are legal issues here that need to be reviewed with David. I think they have to be under 30 hours to be part-time, so 29 hours and under or not to exceed, etc. Mayor Radeff says I think it comes down to if you say hourly or part-time salary. Service Director Hastings says part-time salary with a suggested timeframe.

Chairman Wright says we talked about having volunteers do the planting at Erie Shores Park, what are those dates? Service Director Hastings replies May 18th. Mayor Radeff says a couple people reached out about starting a pre med club at LCCC and they are looking for community service hours. Chairman Wright says we have three very large beds and many plants going in, how many volunteers should we plan for? Service Director Hastings replies the more the merrier.

CITIZENS COMMENTARY: *Rick Rosso, 4054 Lake Rd.* says I really think you guys have done a great job with the parks and playground equipment. With the rec director, feel free to come to work session tomorrow to talk about it. To Lee's point, baseball I believe is an LLC and private owned. It is a slippery slope to have public monies going to private organizations. Any funding, in the past for rec director putting leagues together, it was for residents and children in the school district. I don't wanna see the kids outside our community coming in and playing in our sports and local kids not getting a chance. You have to be careful of that. Taxpayers don't want their money going outside of the community. I think there are some things with the rec director that the law director may have to clean up. The schools used to be involved with the recreation program. The city hired people and they opened the gyms and had crafts, etc. Also, a great spot for a community garden on the west side would be Forest Lawn. They have a ton of land and parking.

Romolo DeBottis, 868 Lake Breeze Rd. states I had a resident on Beech St. contact me and she wanted to know if there could be a conversation about dogs being able to walk leashed at the boat launch ramp at the beach area. She said she knows they aren't allowed there now. She has a clear view of the area and sees people there running their dogs unleashed and wants to know if there is a possibility to have rules where if they are leashed, they can walk them. Chairman Wright replies I believe the reason we didn't want dogs at all was because people allow their dogs to defecate on the beach and not clean it up. Service Director Hastings states that is part of it and we have gotten grants for a few years on the board of health coming down and doing water quality and bacteria testing, so we try to promote and advertise healthy opportunities when the water is safe or questionable and it boils

down to the frequency, we were finding dog messes is why that rule came into place. There is a sign there. Mayor Radeff says it's worth looking into if you guys want. Chairman Wriath responds these are the kinds of policies I think are good always experimenting with to see if we can nudge residents to do the right thing. As long as the presence of the dogs doesn't interfere with the ability to work with the health dept. and go after money, I'm open to it. I think there needs to be ample signage to suggest they be responsible and pick up after their dogs and we should have a box there for it. Member Fritz says I agree to give them a chance. Member Barker says we tried that with the baseball league and letting people bring dogs and were pretty lenient and ended up having to police it 100%. Chairman Wright says I think it's worth playing with and we can always change course. Service Director Hastings says I get a lot of complaints about dogs off leash and residents being terrified. Chairman Wright says maybe as a board we should pull up those antiquated rules and ordinances and review them.

Larry Cooper, 542 West Shore Blvd. says when they built the gardens, they didn't grade the grass, just built the boxes and dumped the dirt on top of it and weeds come through. Is there a way with the new ones we can clear the ground a little bit? Service Director Hastings replies yeah. Mr. Cooper asks do we have volleyball at any of the parks? Or is there anyway we can set one up at one of the parks? Mayor Radeff replies I would love a sand volleyball court. Mr. Cooper says and with dogs on the beach, maybe where the boats come in, that little section of water right there, allow dogs there but not on the beach where people are sunbathing might be a good idea. Chairman Wright says I love the idea of sand volleyball courts. It's a matter of they gotta be built and maintained.

NEW BUSINESS: None.

MEETING ADJOURNED: With no further business before this committee,
*Motion by Kovach/Second by Barker to adjourn. Meeting adjourned at 8:19 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.

CLERK OF COUNCIL
Brandy Randolph

CHAIRMAN
Jonathan Wright

I, Brandy Randolph, 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 February 19, 2024

PRESIDENT OF COUNCIL

Rick Rosso