



City of Mentor-on-the-Lake

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MINUTES PARKS AND RECREATION BOARD REGULAR MEETING JULY 27, 2017

The Regular Meeting of the Parks and Recreation Board for the City of Mentor-on-the-Lake, Ohio, was called to order by **Chair, Jennifer Jakosh**, at 7:00 p.m.

CALL TO ORDER: PLEDGE OF ALLEGIANCE

ROLL CALL:
Aye: Harry Burt
Aye: Jennifer Jakosh, Chair
Aye: Ryan Jakosh
Aye: Michelle Moore, Vice-Chair
Aye: Dorinda Myers
Aye: Catherine Roos
Aye: Kevin Bittner, Council Representative

Also Present: Dave Eva, Mayor
Rob Johnson, Council Member
Jim Lunder, Council Member
Paul Morris, Council Member
Brent Moore, Service Director

APPROVAL OF MINUTES: June 29, 2017

MOTION MADE BY DORINDA MYERS, seconded by Catherine Roos, to approve the minutes of June 29, 2017. **ROLL CALL:** Ayes: Jennifer Jakosh, Ryan Jakosh, Michelle Moore, Dorinda Myers, Catherine Roos, Kevin Bittner. Nays: None. Abstain: Harry Burt
MOTION PASSED: 6/0/1

CORRESPONDENCE: None

REPORTS:

Council Representative: Council member Bittner reported that Council has passed a resolution regarding Pinchurst. He mentioned that the resolution is recommendations from Council.

He reported that Council voted to recess for the month of August, unless something comes up and they need to meet.

He reported that the controversial resolution regarding stray cats did pass by a 6-1 vote at the last meeting. He mentioned that he has copies of the resolution with him if anyone would like to take a look at it.

He reported that an ordinance passed for a six month moratorium for the use of medical marijuana.

He reported that there will be a meeting at City Hall on Tuesday, August 8 at 7:00 pm to discuss the applications for the CRA Housing Council and Tax Incentive Council. He mentioned that anyone who is interested should submit a letter of interest to the Mayor.

Ms. Roos asked what they entail.

Council member Bittner mentioned that all of that information will be discussed at the meeting.

Mayor: Mayor Eva reported that the City purchased a 20' X 40' tent for \$380 and a sandwich board sign for \$159. He also reported that we sent out additional sponsorship letters.

He reported that he met with the Law Director and Chief Gielink about the feral cat ordinance. He mentioned that they are looking into different ways to enforce this ordinance. He said that they will put together something by the next Council meeting so that they can work with Council to resolve concerns that the Police Chief has.

He reported that at the last Council meeting, Mr. Huelsman voiced some concerns about the Fire Department. He mentioned that Chief Konitsky emailed every member of Council today, explaining the situation and how it was resolved.

Chairperson: None

OPEN TO THE PUBLIC: 7:07p.m.

Brent Moore, Service Director, mentioned that the Service Department made some repairs to the parks.

CLOSED TO THE PUBLIC: 7:08 p.m.

OLD BUSINESS:

The clerk mentioned that she printed out the list of school supplies that are needed. She mentioned that she will create a Facebook event page tomorrow. She also mentioned that she did not create a flyer if someone wants to make one.

Ms. Jakosh announced that this event is scheduled for Saturday, August 5 from 10am-2pm. She asked what time the cruiser will arrive.

The clerk said that the cruiser will probably arrive at 10am. Ms. Jakosh asked if the board needs to setup a table or bins. Mayor Eva mentioned that we will have boxes there. He mentioned that he has Onyx's Grand Opening & Ribbon Cutting Ceremony at 1pm, so he will be gone from 1pm-2pm. Ms. Jakosh mentioned that everyone should arrive between 9:30am-10am. She asked the board members to let us know if they will be there. Ms. Moore, Ms. Myers and Ms. Roos all said that they will be there. Mr. Jakosh and Council member Bittner said that they are not able to attend. Mr. Burt said that he has to check his schedule and get back to us. Ms. Myers asked if we will have tables and chairs. Mayor Eva said that he can bring a table. The clerk asked how many copies of the school supply list they would like. Ms. Jakosh said 50 copies. Ms. Myers asked if we should make a sign to say why we are there. Ms. Jakosh asked if they could use the sandwich board sign. The clerk said that if she gets it in enough time then they can use it. Ms. Jakosh asked if the sandwich board sign came out of the grant that we received. The clerk said yes.

Ms. Jakosh asked what is going on with the radio advertisement for Fall Festival. The clerk said that we have not secured anything yet. Mr. Burt asked if we are having a radio station live remote at the festival. Mayor Eva mentioned that we will have live music. Ms. Jakosh asked where we are with the vendor list. Mayor Eva announced the food and non-food vendors that are confirmed. Ms. Myers gave good feedback about Stewarts BBQ. The clerk mentioned that we have not received any of the non-profit non-food vendor applications yet. The clerk mentioned that she sent an application to all of the non-profit groups that were there last year, as well as the Amvets Post 109. Ms. Jakosh requested that the clerk email her the application for the Amvets. Council member Bittner recommended inviting the Community Cat Organization. The clerk said that she will contact them. Ms. Myers asked how long ago the applications were sent out. The clerk said that it was a month or two ago. Ms. Jakosh said that we do not have any duplicate vendors. Mayor Eva confirmed that is correct. Ms. Myers mentioned that we have two jewelry vendors. Ms. Moore mentioned that all of the vendors are selling completely different stuff. The board briefly discussed the items that some of the vendors will be selling. Ms. Jakosh asked if we have everything set for electrical. Mayor Eva said that we have everything for that. Ms. Jakosh asked what the entertainment venue is. The clerk mentioned that we have two bands, jungle terry, the balloon ninja, and a face painter. She mentioned that we might hire Northeast Ohio Bubble Soccer. The clerk briefly described bubble soccer. The clerk mentioned that Hollie is working on life size yard games. The clerk mentioned that she is currently searching for a "Kids Zone" sponsor. Ms. Jakosh asked if we need to get a variance since we will be exceeding the noise ordinance. Mayor Eva said that he think we will cut off the music at 9pm. Ms. Jakosh asked what else is there left to do. She asked if the tables and chairs were donated again. The clerk said yes but we will need to pick them up Friday or Saturday. Mayor Eva mentioned that Hollie will put together the layout. Ms. Jakosh asked if the portable restrooms and mats are secured. The clerk said yes. Ms. Jakosh asked if the vendors know to bring their own equipment. The clerk said yes, except we will provide Red, Wine and Brew with one. The clerk mentioned that she will be picking up the snow cone machine closer to the event. She mentioned that we will just need to buy ice and syrup for that. Ms. Myers asked for an update on the banners. The clerk mentioned that she has not designed anything yet.

She asked if someone would like to work on one. Ms. Jakosh asked how long does it take to get the banners. The clerk said that if they go with the same company that they went with last year, it took about three weeks. Ms. Jakosh asked if we are keeping the name of the event the same. Ms. Jakosh recommended leaving the dates off the banner, similar to the old Labor Day banners. Mayor Eva said we could do that if we put them up only one week prior. Ms. Myers mentioned that it's called Fall Fest but there aren't any fall activities. Ms. Jakosh asked how kettlecorn or candy apples sales would work with the Health Department. The clerk said that the Health Department requires very specific health code requirements when selling food. Ms. Roos asked where parking was last year. Ms. Jakosh discussed how the parking worked last year. Council member Bittner asked if we contacted Lake Health. The clerk said that they are one of our main sponsors. The clerk said that all of our "Gold" sponsors were offered a vendor spot. The clerk mentioned that the MOL Fire Department will also have a table. Ms. Jakosh recommended that we schedule a meeting earlier in August on a Tuesday since Council is on recess. The clerk mentioned that on August 8 Council is having the CRA meeting. Ms. Jakosh recommended meeting the third week. The clerk mentioned that she will be on vacation but they are more than welcome to meet without her. The clerk asked what they would like to discuss at this meeting. Ms. Jakosh said that this meeting would be to discuss the layout of the festival. The clerk recommended checking with Hollie to see when she will have the layout ready. Ms. Myers mentioned that we will also need to discuss who is working at what stations. After a brief discussion, the board decided to switch the next meeting to Tuesday, August 22 at 7pm.

MOTION MADE BY RYAN JAKOSH, seconded by Harry Burt, to switch the next Parks & Recreation Board meeting from August 24, 2017 to August 22, 2017. **ROLL CALL:** Ayes: Harry Burt, Jennifer Jakosh, Ryan Jakosh, Michelle Moore, Dorinda Myers, Catherine Roos, Kevin Bittner. Nays: None.

MOTION PASSED: 7/0

Council member Bittner asked the clerk to ask Hollie what the board members can do to help in the meantime. The clerk said we for sure need help with creating a banner if someone could do that. The clerk said to contact her if anyone needs any of the festival information. She also mentioned that they can find the information on the Facebook page. Ms. Jakosh asked if we are wanting a main banner. The clerk said any kind of banners. The clerk mentioned that she would like to keep all advertisements consistent with the same logo. Ms. Myers asked Ms. Jakosh if she was going to work on the banner. Ms. Jakosh said yes that she is going to play around with something but she recommends that multiple people create different ideas so we can assess which one we like best.

NEW BUSINESS: Ms. Myers asked if the fence around the Service Department can be painted by students as an art project. Mr. Moore mentioned that if we have to replace a piece then we would have to replace all of it. Mayor Eva mentioned that it would be a fun activity for the students of Lake Elementary to work on it.

OLD BUSINESS: Ms. Jakosh asked if there are any updates on tutoring. Mayor Eva mentioned that he will not speak with Principal Poremba until August 15. Ms. Roos mentioned that she would like to volunteer to be the coordinator for this program. The board briefly discussed some ideas for this program. Ms. Jakosh requested to be at the meeting with Principal Poremba to discuss this program. Ms. Jakosh mentioned that she briefly spoke with the Amvet Juniors about it and they are on board.

ADJOURNMENT:

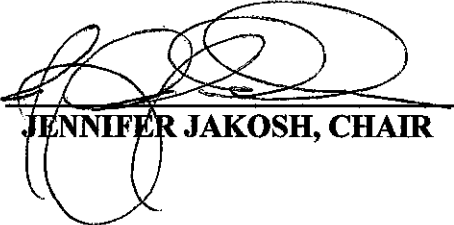
MOTION MADE BY RYAN JAKOSH, seconded by Catherine Roos, for adjournment. ROLL CALL: Ayes: Harry Burt, Jennifer Jakosh, Ryan Jakosh, Michelle Moore, Dorinda Myers, Catherine Roos, Kevin Bittner. Nays: None.

MOTION PASSED: 7/0

MEETING ADJOURNED: 7:53 p.m.

ADOPTED: August 22, 2017

ATTEST: Christa Parisi
CHRISTA M. PARISI, CLERK


JENNIFER JAKOSH, CHAIR