

**VERMILION PARKS & RECREATION BOARD**  
Minutes of February 19, 2019 - 7:00pm | Municipal Complex Courtroom (687 Decatur)

Roll Call: T. Parker (Chair), B. Scholtz (Vice-Chair), W. Warden, J. Keck  
Not Present: D. Brudney, E. Wakefield, E. Cann, C. Kuhns, REC. DIRECTOR, B. Holmes, COUNCIL REP, T. Valerius,  
SERVICE DIRECTOR  
Also Present: D. Corogin, PARKS OPERATIONS SUPERVISOR

---

T. Parker called the meeting of February 19, 2019 to order.

**APPROVAL OF MINUTES:**

**B. Scholtz MOVED;** B. Warden seconded to approve the meeting minutes of January 15, 2019. Vote 4 YEAS. **MOTION CARRIED.**

**CORRESPONDENCE/AUDIENCE/COMMUNITY GROUP USE PERMIT:**

T. Parker reported the Mayor submitted a piece of correspondence to the Parks Board and in going forward they will address this as part of a larger conversation about shoreline erosion.

**Community Event Group Use Permits –**

*-Grace United Methodist Church (Worship by the Water) – May 26 – September 1; 8:30a – 9:45a – Sherod Park*

Carolyn Hill, Chairperson of the Administrative Board at Grace United Methodist Church explained they have been using the park for the last seven years for ‘Worship by the Water’ from 8:30 am to 9:45 am. She said they pickup their own trash and have never left the park a mess. She said they would like to be considered without a fee. T. Parker said they are not addressing the fee structure until March due to Parks Board members being out of town, so there has been no determination on the fees. He doesn’t see it being prohibitive for non-profits. B. Warden asked if they ever have had conflicts with larger events. C. Hill said they have always turned the Sunday of the Triathlon over to them and had something in their church.

**B. Scholtz MOVED;** B. Warden seconded to approve the group use permit as submitted. Vote 4 YEAS. **MOTION CARRIED.**

*-Encore Trader’s Exchange (Vendor Market – For Profit) – June 8 @ 7a – 7p – Exchange Park*

Charl Gabel explained she is taking her shop outside with her vendors. The vendors are different than what the town offers as she is trying to draw business to Vermilion. B. Warden warned her this will put her in a different category if they start charging a fee for profit. The store would be the one charged since she is reserving the event. C. Gabel understood this possibility.

**J. Keck MOVED;** B. Scholtz seconded to approve the group use permit as submitted. Vote 4 YEAS. **MOTION CARRIED.**

*-FOHT (Community Fundraiser – Antiques & Artisans) – July 13 @ 7a – 7p – Exchange Park*

C. Gabel said she is hoping to raise funds for flags as this is an ongoing project. She said any one person or business that wants to sponsor a flag will get their plaque on the pole for \$25, and their kitty will pay the difference because the flag is more than \$25. The flags will go on all the historic light poles. D. Corogin said she would need permission from the city to put plaques on the poles.

J. Keck MOVED; B. Scholtz seconded to approve the group use permit as submitted. Vote 4 YEAS. MOTION CARRIED.

*-Encore Trader's Exchange (Harbourtown Trader's Exchange/ For Profit) – July 27 @ 7a – 7p – Exchange Park*

B. Scholtz MOVED; J. Keck seconded to approve the group use permit as submitted. Vote 4 YEAS. MOTION CARRIED.

*-FOHT (Community Fundraiser/ Non-Profit) – August 3 @ 7a – 7p – Exchange Park*

J. Keck MOVED; B. Warden seconded to approve the group use permit as submitted. Vote 4 YEAS. MOTION CARRIED.

*-Encore/Trader's Exchange (Harbourtown Trader's Exchange/For Profit) – Aug. 17 @ 12p – dusk – Exchange Park*

B. Scholtz MOVED; B. Warden seconded to approve the group use permit as submitted. Vote 4 YEAS. MOTION CARRIED.

*-Encore/Trader's Exchange (Harbourtown Trader's Exchange/For Profit) – Sept. 14 @ 7a – 7p – Exchange Park*

J. Keck MOVED; B. Scholtz seconded to approve the group use permit as submitted. Vote 4 YEAS. MOTION CARRIED.

*-FOHT (Pirate Fest) – September 21 @ 7a – 7p – Exchange Park*

J. Keck MOVED; B. Warden seconded to approve the group use permit as submitted. Vote 4 YEAS. MOTION CARRIED.

#### DIRECTOR'S REPORTS:

D. Corogin reported the parks maintenance employee is cutting up the brush from the limbs he has taken down to get ready for spring. She thanked Tim Costello for maintaining the ice rink this winter. She said they have had bad erosion problems at the parks due to the high water and storms. T. Parker said he was concerned about the walking path at Sherod Park.

D. Corogin said the parks maintenance employee would like the parks board to authorize the purchase of an edger this year for the sidewalks and flower beds. When pricing them, the Husqvarna Wheeled Edger came in at a cost not to exceed \$600.00. Another item on the wish list would be the purchase of a sickle for the tractor to keep brush from growing high. She will investigate costs and which tractor this sickle could be used with, and information on how many times this would be used.

She noted the Erie County MetroParks has grant money available this year for \$30,000 and everyone in the county can apply. The city was up against seven applications in 2018 and received more than \$10,000. They encourage Parks Boards to apply in three categories. Items under \$500, one under \$1,500 and another under \$10,000. The more you show that the Parks Board is going to pay for part of the project the better off your chances. The city needs to attend a mandatory meeting in March if they want to make application. The city will find out in the spring if they're awarded a grant. All pricing and matching numbers, along with a proposal needs to be submitted for each application/category. She said they could look at various items such as the Sherod Park playground, the Sherod Park foot bridge, the Victory Park Gazebo roof, the renovation of the veteran's brick walk and soldier bricks along the

sidewalk at Exchange Park, or new pieces of equipment for Showse Park, West Breeze Park or Hanover Square, and any other improvements as suggested.

**B. Scholtz MOVED**; B. Warden seconded to approve the purchase of the Husqvarna Wheeled Edger not to exceed \$600.00. Vote 4 YEAS. **MOTION CARRIED**.

Budget/Finance Subcommittee:

T. Parker said the finance subcommittee met with the finance director and the Parks Board has a working budget that is part of the appropriation that is before City Council. Unofficially, the operating levy account appropriation is \$231,195.00, and the levy should bring in between \$261,000 and \$270,000 by the end of the year. If something needs to move from one category to another, then the Parks Board needs to let the finance director know. He said they have enough money to bring in part-time seasonal personnel, and, they can consider a part-time Director of Operations moving forward. B. Scholtz asked when they will start working on filling the need for part-time help for the summer. D. Corogin said this is something they should discuss at the March meeting. T. Parker said the budget subcommittee may be able to meet before the March meeting to discuss this as well.

Harbor View Subcommittee Report:

T. Parker conveyed the committee continues to meet and at the March 14 meeting they will likely approve the concept for the Harbor View property, which will then get sent to the Parks Board for approval. The committee is pretty much in agreement on the concept that Tom Bodde created. It will go public once the concept is officially approved.

Park Use Fees:

T. Parker said the proposed fees will be discussed at the March meeting.

Beach Restroom Subcommittee:

B. Scholtz said this project is a work in progress and they have investigated trying to improve the porta john by making sure it's cleaned all the time. They are hoping it can be cleaned three times a week.

Financial Reports:

T. Parker reported the final appropriation ordinance is up for a third reading at the City Council meeting on February 25.

Old Business:

T. Parker announced the ordinance hiring the parks maintenance worker full time was adopted by City Council.

ADJOURNMENT:

**J. Keck MOVED**; B. Scholtz seconded to adjourn the meeting. Vote 4 YEAS. **MOTION CARRIED**.

**NEXT MEETING:**

March 19, 2019 @ 7:00 pm - Municipal Complex Courtroom (687 Decatur)

~Gwen Fisher, Boards and Commissions