

**MINUTES OF RAVENNA CITY PLANNING COMMITTEE MEETING**  
**May 21, 2012**

The Meeting of the Ravenna City Planning Committee was called to order by Chairman, Scott Rainone at 6:45 P.M. Present were: Amy Michael, Frank Seman, Sharon Spencer, Fred Berry and Bruce Ribelin. Also in attendance were Finance Director, Kim Cecora and Parks and Recreation Supervisor, Elaine Van Hoose.

Mr. Rainone said the first item on the agenda is to increase line item appropriations.

Ms. Van Hoose said the two line items she is requesting to be increased is the RAC supplies. Since she has been involved with the city, they have been very diligent in not overspending in this line item and taking things to the extreme as far as they can. In other words, not replacing everything on the drop of a dime. Unfortunately, they have come to the point where they have to replace pads on equipment, bands, everything that involves the RAC comes out of this line item; light bulbs, toilet tissue that they share with other departments and things just for the RAC like bleach, detergent, etc. She is requesting to increase that line item by \$5,000.00 because they have purchase orders right now that are encumbered so if equipment goes down, they don't have to wait to buy that piece of equipment, parts, etc., to repair right away.

Mr. Rainone noted then the \$5,000.00 isn't spoken for, they are just bolstering the account to make sure they make it through the year.

Ms. Van Hoose responded in the affirmative. They would like to buy some stability balls, music CDs and other items they have put off getting over the past few years. It will come out of the Recreation Levy Fund.

Ms. Van Hoose said the other line item she is requesting an additional appropriation for is the Parks Supply line item. That is a line item that they use to pay the Parks employees' phone bills. There are other purchase orders encumbered with that money. If something breaks down or they need to buy more janitorial supplies for, there is a new restroom at the park so there is a need for some additional funding for that line item. The request for that line is \$3,800.00. They are looking at getting uniforms for the parks crew.

A discussion ensued regarding the types of uniforms the parks personnel will be wearing.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item is a request to accept a donation of \$180.00 to be earmarked for Chestnut Hills Park future purchases of playground equipment.

Ms. Van Hoose said last year a gal came to her and asked if the Parks & Recreation department would accept a donation from their club. That club is called the Portage County Snowbirds. The group has basically disbanded. Ms. Grund asked that it be earmarked for future purchase of playground equipment or a pavilion to be built at Chestnut Hills Park.

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There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item for discussion is an agreement with the National Exercise Trainers Association.

Ms. Van Hoose said this is a standard contract they've had with this organization in the past to hold two classes in November. One is the group certification class and the other is a Kettle Bell II class. There is no money involved. Participants pay for it. It's just an agreement that NETA can use the city facilities.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Mr. Rainone said the next item for discussion is an agreement with Community Action Council.

Ms. Van Hoose said this is the CAC summer food program. They are a site at City Park Tower Lodge. They service the playground camp students. However, any one who qualifies and lives in the general area of City Park, can go to tower lodge even if their children are not in the program. They are a site for the CAC. This is the same contract they do every year. There was a very large number of meals distributed last year through that program. It's not only the day camp. It's if they have tennis lessons or any camp, any of those programs. There is no cost to the city and no cost to the person being provided a meal.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Ms. Van Hoose said she got an email today for a youth worksite agreement with Family and Community Services. This has been done in the past. It is only for June through August.

There being no further questions or comments, it was decided by those present that a tracking sheet would be submitted for Finance Committee approval.

Ms. Van Hoose said she would like to let everybody know they are getting ready for the Marlene Watt Memorial Event. She distributed the post cards advertising the event. If they want to volunteer, they are having a meeting the 23<sup>rd</sup> at 7:00 at the RAC.

There being no further business before the Committee, the meeting adjourned at 7:00 P.M.

**ATTEST:**

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Clerk of Council

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Scott Rainone, Chairman  
Planning Committee