

Regular Meeting Minutes

Monday, April 13, 2015

*(Meeting Held at the Village of Richfield Town Hall,
Village Council Chambers)*

Call to Order:

The Regular Meeting was Called to Order at 6:31 p.m. by the Chairperson Mr. Floyd Ostrowski. Roll Call was taken by RJRD Administrator, Mrs. Bluso Rogers.

In Attendance:

Mr. Bob Becker
Ms. Kelly Clark
Mr. Rich Fleming
Mr. Ralph Mc Nerney
Mr. Pat Norris
Mr. Floyd Ostrowski
Mr. Bill Taylor

Mr. William Hanna, Board Legal Counsel

Mrs. Debbie Bluso Rogers, Administrative Assistant

Also in Attendance:

Mayor Bobbie Beshara, Village of Richfield
Mr. Kendrick Chittock, Western Reserve Land Conservancy,
Mr. Mike Lyons, Council Person Village of Richfield & Member of the Working Group
Ms. Sue Serdinak, Richfield Times,

Business:

**1. Approval of Minutes:
Monday, March 2, 2015 Special Meeting**

Dispensing with the formal reading of the minutes, the following action was taken.

MOTION made by Ms. Clark and seconded by Mr. Becker to approve the **March 2, 2015 Special Meeting Minutes** as presented.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Monday, March 9, 2015 Regular Meeting

Dispensing with the formal reading of the minutes, the following action was taken.

MOTION made by Ms. Clark and seconded by Mr. Becker to approve the **March 9, 2015 Regular Meeting Minutes** as presented.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Monday, March 16, 2015 Special Meeting

Dispensing with the formal reading of the minutes, the following action was taken.

MOTION made by Mr. Taylor and seconded by Ms. Clark to approve the **March 16, 2015 Special Meeting Minutes** as presented.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Monday, March 23, 2015 Regular Meeting

Dispensing with the formal reading of the minutes, the following action was taken.

MOTION made by Ms. Clark and seconded by Mr. Taylor to approve the **March 22, 2015 Regular Meeting Minutes** as presented.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Abstain), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Committee Reports:

a. Communications Committee, Chairperson Ms. Clark

There was no formal report due to the cancellation of the last meeting. A revised logo was distributed to the Board and a vote was taken by a hand raise to the preference. There were four (4) votes for the “tree” logo and three “3” votes for the “tree and water” logo.

MOTION made by Ms. Clark and seconded by Mr. Fleming to change the “swing” logo to the “tree” logo.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

The Administrator will follow-up and will provide costs for letterheads, envelopes and business cards.

The Hawkins School Senior Project that includes water sampling will begin in May on the property. The WRLC approved this request.

College seniors from Kent State University School of Architecture are requesting access to the property to do an architectural assessment on the buildings and to provide a report to the Board. This will be included in the property access log and provided to Kendrick Chittock, WRLC for approval.

Scout David Morris, Troop 3387, is interested in landscaping the front entrance or constructing a bridge for RJRD as an Eagle Scout Project.

b. Volunteer Resources Committee, Chairperson Mr. Fleming

A big thank you was expressed to the Volunteer and Lucia Hanigosky for the Cabin Fever event.

c. Grants and Fund Raising Committee, Chairperson Mr. McNerney

No report.

d. Facilities & Programming Committee Report, Chairperson, Chairperson Mr. Becker

No report.

e. Finance & Budget Committee, Property Acquisition and Clean Ohio Grant, Chairperson Mr. Norris

There will be a fourth amendment to the PSA extending the deadlines two weeks. Mr. Hanna explained the details to the Board.

MOTION made by Mr. Norris and seconded by Ms. Clark to authorize the execution of the **Fourth Amendment to the Clean Ohio and Non-Clean Ohio Properties** substantially in accordance to the document as presented.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

There was a discussion regarding the official notification regarding the Clean Ohio Grant and receipt of the award since RJRD cannot purchase the property and then get reimbursed from Clean Ohio. Mr. Chittock explained the number of steps still required.

2. Administration:

Ms. Diane Calta from Walter & Haverfield will be working on the "Friends" agreements. Information gathered from the various "friends" has been forwarded.

Anyone requiring access to the property needs to contact the Administrator who has a property access log and will obtain the permission from WRLC.

The Cleveland Hiking Club has requested to use the trails July/August timeframe but until the transfer of property occurs and the property is open, the request will be granted at a later date.

The Board is required to participate in the NIMS [National Incident Management System] training. Lt. Joe Davis, Village Police Department, will be making a presentation to the Board at the regular meeting on Monday, May 11, 2015.

The development of press packs is currently "on hold" due the transfer of property scheduled for June 3, 2015.

The Administrator works Monday through Friday from noon until 4 p.m. from the reception desk in the Village of Richfield's Finance Department. The telephone number is 330.659.9201 extension 238. All inquiries about RJRD should be directed through the Administrator.

Per the RJRD bylaws, the modification amended on February 19, 2015 has met the comment period and the appropriate political subdivisions were accepting of the modifications. Multiple modifications during the second and third year are acceptable and are to be anticipated as the district has begun staffing and contracting services.

MOTION made by Mr. Becker and seconded by Mr. Norris to approve the modifications to the RJRD bylaws made on February 19, 2015 effective April 13, 2015.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Work has continued regarding the re-alignment of the standing committees and their respective roles. Copies of the 4.13.2015 draft modifications were distributed to the Board. The draft was discussed in great specificity.

MOTION made by Mr. Becker and seconded by Mr. Norris to accept the Standing Committee structure as presented.

DISCUSSION: There was discussion by Board members in further detail questioning the definitions, roles and suggested chairperson assignments.

THE MOTION WAS WITHDRAWN

3. Unfinished Business:
None

4. New Business:

Resolution #02-2015: To Authorize Warrants for Payment Based on Then and Now Certificates for Purchases and Declaring an Emergency

A payment to Walter & Haverfield in the amount of \$3,388.37 for December, 2014 legal services was paid in February, 2015 but was not encumbered prior to the December's bill (invoice.)

MOTION made by Mr. Becker and seconded by Mr. Norris to approve Resolution #02-2015 To Authorize Warrants for Payment Based on Then and Now Certificates for Purchases and Declaring and Emergency.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Resolution #03-2015: Resolution Providing for the Issuance and Sale of Bonds

MOTION made by Mr. Norris and seconded by Mr. Fleming to approve Resolution #03-2015 Providing for the Issuance and Sale of Bonds.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

MOTION made by Mr. McNerney and seconded by Mr. Becker to develop a request for proposal to hire an architect for Gund Hall so the facility can be ready for the RNC convention in 2016 and to authorize the Board to work with Richfield Township Zoning to resolve any zoning regulation impediments.

DISCUSSION: The members discussed the timing of the motion.

MOTION FAILED: Mr. Becker (Yea) Ms. Clark (No), Mr. Fleming (No), Mr. McNerney (Yea), Mr. Norris (No), Mr. Ostrowski (No), and Mr. Taylor (No)

MOTION made by Mr. McNerney and seconded by Ms. Clark to authorize Western Land Conservancy to repair the perimeter fence line.

DISCUSSION: The members discussed the reasons for the repairs and strategy for keeping the fence.

MOTION made by Mr. Becker and seconded by Mr. Norris to “table” the motion until a report is provided.

Presentation by Serena and Sonya Raybould, Tavern of Richfield Owners

Proposal was presented to those in attendance. Proposal following the minutes.

Comments from the Floor:

- **The Chair recognized Mr. Campbell** stated that the Board needs to remain focused on the residents.
- **The Chair recognized Ms. Lynn Richardson, FOCH.** Ms. Richardson invited all in attendance to the FOCH meeting on Tuesday at 7:00 p.m. to listen to a speaker from the Chataqua Institute.

Ms. Richardson requested action by the board to accept the FOCH's offer to pursue concept designs for four historical signs for the Mill, the Lake, Kirby and Garfield Hall.

MOTION made by Ms. Clark and seconded by Mr. Norris to allow FOCH to begin the concept design for four historical signs that will be presented to the Board for final action.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

Ms. Richardson requested from the Board and WRLC permission to enter the property and implement beaver maintenance. Ms. Richardson also spoke about perimeter fence breeches and the need to repair the line fence.

MOTION made by Mr. Norris and seconded by Mr. McNerney to authorize FOCH to begin beaver maintenance and repair fence breeches.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Abstain) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

5. Action Items & Agenda Items for the Next Meeting, Monday, April 27, 2015 at 6:30 p.m.

- a. Executive Session to discuss the purchase of real property per ORC 121.22(g)
- b. Guest speaker Ms. Heather Rudge to present how to obtain historic tax credits.

6. Executive Session:

MOTION made by Mr. Becker and seconded by Mr. Norris to go into Executive Session at 8:50 p.m. to discuss the purchase of real property per ORC 121.22.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

MOTION made by Ms. Clark and seconded by Mr. Becker to go out of Executive Session at 9:40 p.m. to discuss the purchase of real property per ORC 121.22.

DISCUSSION: None

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

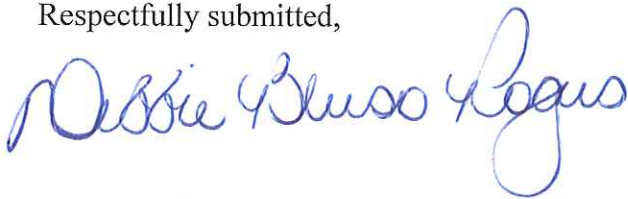
7. Adjournment:

MOTION made by Mr. McNerney and seconded by Mr. Becker Norris to adjourn at 9:41 p.m.

DISCUSSION: NONE

MOTION PASSED: Mr. Becker (Yea) Ms. Clark (Yea), Mr. Fleming (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), and Mr. Taylor (Yea)

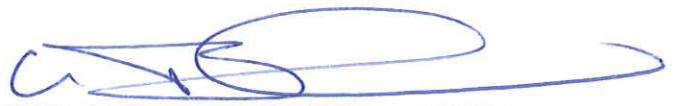
Respectfully submitted,



Debbie Bluso Rogers, Administrator to RJRD Board



Richfield Joint Recreation District,
Chairperson



Richfield Joint Recreation District,
Secretary

Outline for Crowell Hilaka Meeting 4.13.15

1. Introduction to Management Team
2. Goals for Gund Hall at Crowell Hilaka Camp - Botzum Comparison
3. Benefits to partnership with the Taverne (**liquor license**, banquet office hours would extend to the hours of the Taverne, We are available to take over showings, discounts to locals, staff & management, setup, cleanup & teardown, wedding planning included, general rentals, connections, our focus and determination to fill dates, consistency in events)
4. Staffing
5. Advertising - Website, Social Media, Email Database
6. Bill Division
7. Discounts for Taxpayers
8. Contract - vested interest
9. Shop Local - affiliations with cake (Sweetopia), floral (Sandy from Countryside), ice sculpture (Eric), Photographer, Uplighting, DJ (Cory Simply Elegant), Taylor Rentals, Beers (Lagerheads, GL, Thirsty Dog), Bruntzy Farm, Luther Farm, Hattie Larlham,

Bill Division on Sample Banquet:

200 guests @ 40.00 pp (food & bar) = \$8,000.00

Staff: 38%

Front of the House - 3 bartenders @ \$6/hour = \$216.00

- 9 servers @ \$5/hour = \$445.00

- 4 bussers @ \$9/hour = \$252.00

Manager/Coordinator - 1 @ \$15/hour = \$345.00

Back of the House - 1 Banquet Chef @ \$15/hour = \$375.00

- 6 Cooks @ \$11/hour = \$792.00

- 2 Dishwashers @ \$9/hour = \$180.00

Monday cleaning (bathrooms, cigarette butts, sweep, mop, fireplace cleaning, dish and oven sanitation, hose out trash cans, windows dust, light bulbs, mouse traps, energy shutdown, general overall cleaning) = \$150.00

\$2755.00 Total, Workman's Comp = \$115.50, FICA tax = \$170.80

= \$3041.30

Food and Beverage Cost: 35%

\$1000 liquor, beer & wine

\$ 1800.00 Food Costs

=\$2800.00

Dish Rental, Breakage & Purchase: 5%

\$2.00 per place setting

= \$400.00

Linen: 4%

Skirting, Tablecloths, Napkins, Skirt Clips, Laundry Bag & Stand, Bar Towels, Mop Heads, Aprons, LNO

=\$320.00

Extras: 7%

Soap, Candles, Sanitizer, Sterno, Bar Fruit, Bar Juice, Ice (if no ice machine), Light Bulbs, Wood for Fireplace, Brooms & Dustpans, Trash Bags, Cleaning Supplies, Parking attendant/valet, Pest Control, Food Handlers License, Health Inspection Hours, Thermometers, Thermostats, Paper Stock

=\$560.00

Web Management, Social Media Updating: 1%

=\$80.00

Advertisement: 1%

= \$80.00

Utilities : 1%

= \$80.00

Bills in Question / Suggestions:

Trash - Camp

Toiletries - TOR (for our events only)

General Cleaning - TOR

Tables & Chairs - Camp

Projector/Screen etc. - Client Rental

Utilities - 1% of TOR sales to Camp for utilities

Maintenance - Camp (Plumbing, Roof, Exterior, Electrical, Landscaping, Sewage, Parking Maintenance, Outdoor Lighting, Air Conditioning, Heating, Well, Chimney Sweep, Hood Cleaning, Maintenance of Equipment, EPA standards, Building Insurance)

Photo arrangements & Charges - Camp

*planning
wed planner*

TOR Staff: 24 in house, 52 On Call = 76

Owner - Serena Raybould

General Manager - Sonya Raybould

Manager - Jackie Wainilko

Bartenders/Head Servers -

- Marie Spencer
- Brittany Rose
- Sarah Domanick
- Tammy DeHoff
- Mike Milette

Servers -

- Jessica Wainilko
- Dave Dutka
- Lauren Torkar

Bussers -

- Nick Kuhn
- Nick Moore
- Ryan Cartwright
- Ariel Zatorski

Back of the House

- Shaunda Fox
- Dan Hiler
- Chad Cervany
- Eric Dick
- Mike Nelson
- Forest Blanchard
- Kayla Fox
- Eric Fox
- Rocco Salerno

On Call Service Staff (52 members) -

Sarah White, Hugh Harrison, Martina Stavole, Zac Sauer, Alex Piepenbrink, Ian Slifcak, John Gamin, Jennie Imhoff, Carmen Gendraw, Natalie Raybould, Dave Raybould, Josh Yost, Johnny Sheik, Katie Furgeson, Ben Evans, Phil Tacke, Margie White, Amanda Dixon, Ryan Germany, Brittany Fillous, Grace Williamson, Courtney Vujas, Shannon Leffler, Brodie Arnold, Steve Simington, Sara Carter, Bria Liberatore, Jasmine Shadburn, Lisa Stewart, Corbin Frasee, Cindy Carnahan, Amy Hood, Brian Beynon, Joe Rockich, Priscilla Spencer, Kara Burdohan, Lindsay Smith, Sean Jeffries, Mandy Osborne, Matt Mullaney, Eric Gaskins, Maude Johnson, Courtney Tomasin, Cory Balinski, Lori Koran, Renee Long, Jill Selerowski, Kristian Stein, Juliann Olecki, Cheree Wade, Allysa Naro, Renee Weintraub

Discontinued

Sales

TOR

600 people per month - 4 weddings per month @ 40.00 per plate

\$24,000 sales for the TOR

\$1920 profit for the TOR per month

\$23,040 profit for the TOR per year

*torior @
per 1%*

24,000

uplighting

CAMP

We suggest this payment schedule for the Camp

Saturday : \$2000

Friday & Sunday: \$1200

Monday - Thursday: \$600

Example Month:

4 Saturdays = \$8000 plus 1% in utilities from the TOR \$240 - expenses for the month \$1240 = \$7000 profit

*Just
have*

Limited to bride

Discounts for Richfield Tax Payers:

ToR will set up a few packages that are cost effective, so that we can afford to offer a discount. We will include products that are not as expensive and less time consuming.

Example:

Chicken, Fish, Pasta, Vegetarian instead of Beef, Lamb, Seafood

This package will be 10% food, cake cutting charge will be waived, charges for coffee & tea will be waived.

The Camp could also provide a discount for rental and we could look into seeing if there is a tax exemption from this sale for another saving to Richfield residents.

Meet the Management Team



Serena Raybould has been the proud owner of the Taverne of Richfield since October 2010. She has previously worked in banking, real estate, several restaurants and banquet facilities before serving and bartending at the Taverne prior to ownership. As many of you may know, owning any business is a labor of love. Serena has poured her heart and soul into the development, history, and consistency that the Taverne now boasts. Richfield has so many beautiful historic buildings and Serena is proud to be in the center of it. Serena is going into her 19th year in this business and looking forward to the next 30 years at the Taverne of Richfield. Her future goal is to own the buildings that are the Taverne and the yellow building and maintain the integrity of the business.



Sonya Raybould has been Serena's "Right Hand Man" since Serena bought the Taverne. Previous to the Taverne she spent 7 years managing banquets and dining at the Tangier in Akron. She has been in the restaurant business for a total of 15 years and has much to offer in the way of wedding and banquet experience as well as bartending and server training. She currently is the General Manager at the Taverne doing scheduling, bookkeeping, inventory, training, marketing, advertising and all updates to the company website. She also is the social media manager updating consistently to facebook, twitter, Instagram and sending out weekly emails to over 3000 subscribers.



Jackie Wainilko has been with the Taverne for over 5 years. She is part of the management team with selling and coordinating banquets, bar inventories and server management. She trains new service staff and has a great relationship with regulars and repeat banquets. She is a diligent wedding coordinator with experience and great ideas. She is a trusted employee at the Taverne.

STATE OF OHIO

DEPARTMENT OF COMMERCE

DIVISION OF LIQUOR CONTROL

2805153 REN 10-01-2014 10-01-2015
 PERMIT NUMBER CODE DATE ISSUED EXPIRATION DATE

THIS CERTIFIES THAT
 FOOD COMA LLC
 DBA TAVERNE OF RICHFIELD
 ENTIRE BLDG PORCHES & PATIO
 3960 BROADVIEW RD
 RICHFIELD OH 44286

THIS CERTIFICATE IS VALID ONLY BETWEEN THE DATE ISSUED AND EXPIRATION DATE APPEARING HEREIN. IT MAY BE USED ONLY BY THE NAMED HOLDER AT THE LOCATION FOR WHICH ISSUED.

THE PERSON NAMED HEREIN IS AUTHORIZED TO SELL OR DISPENSE ALCOHOLIC BEVERAGES WITH ALCOHOLIC CONTENT PERMITTED BY LAW FOR THE PERMITS DESIGNATED BELOW.

THIS CERTIFICATE AND/OR EACH TYPE OF PERMIT REPRESENTED IS SUBJECT TO SUSPENSION, REVOCATION OR CANCELLATION AS AUTHORIZED BY TITLE XLIII OF THE REVISED CODE.

IS THE HOLDER OF PERMIT OR PERMITS DESIGNATED BELOW

| 77 | SUMMIT | 170 | RICHFIELD | 10-01-2014 | A063410 |
|--|---|-----|-----------|------------|-------------------|
| CODE | PERMIT TYPE | | | | \$ VALUE |
| D1 | BEER ONLY FOR ON PREMISES CONSUMPTION AND IN SEALED CONTAINERS FOR CARRY OUT | | | | 376.00 |
| D2 | WINE AND CERTAIN PRE-PACKAGED DRINKS FOR ON PREMISES CONSUMPTION AND IN SEALED CONTAINERS FOR CARRY OUT | | | | 564.00 |
| D3 | SPIRITUOUS LIQUOR FOR ON PREMISES CONSUMPTION ONLY UNTIL ONE A.M. | | | | 750.00 |
| D3A | EXTENSION OF ISSUED PERMIT PRIVILEGES UNTIL TWO THIRTY A.M. | | | | 938.00 |
| D6 | SALE OF INTOXICATING LIQUOR ON SUNDAY | | | | 500.00 |
| ADDITIONAL INFORMATION: D6 PRIVILEGES ON AND OFF/PREMISES BETWEEN THE HOURS OF 11AM AND MIDNIGHT | | | | | |
| PUR SPRT LQUR FROM AGY# 873 DBA CORKSCREW JOHNNY'S | | | | | TOTAL \$ 3,128.00 |

PERMITS AUTHORIZED BY SECTIONS 4303.02 TO 4303.232, INCLUSIVE OF THE REVISED CODE

TRANSFERRED

PREVIOUS
PERMIT
NUMBER

PENALTY

4301.66 Obstructing search of premises prohibited. No person shall hinder or obstruct any agent or employee of the division of liquor control, any enforcement agent of the department of public safety, or any officer of the law, from making inspection or search of any place, other than a bona fide private residence, where beer or intoxicating liquor is possessed, kept, sold, or given away.

Andre Porter

DIRECTOR OF COMMERCE
 SUPERINTENDENT OF LIQUOR CONTROL

10-03-2014

DIVISION OF LIQUOR CONTROL

PERMITTEE IDENTIFICATION CARD

2805153 10-01-2014
 PERMIT NUMBER DATE ISSUED
 10-01-2015 D1 D2 D3 D3AD6 REN
 EXPIRATION DATE PERMIT CLASSES CODE

FOOD COMA LLC
 DBA TAVERNE OF RICHFIELD
 ENTIRE BLDG PORCHES & PATIO
 3960 BROADVIEW RD
 RICHFIELD OH 44286

AUTHORIZED AGENT(S)

NAME

ADDRESS

NAME

ADDRESS

NAME

ADDRESS

Andre Porter

DIRECTOR OF COMMERCE
 SUPERINTENDENT OF LIQUOR CONTROL

PUR SPRT LQUR FROM AGY# 873 DBA CORKSCREW JOHNNY'S

MAY PURCHASE BEVERAGES AS INDICATED ABOVE