



AGENDA

May 19, 2022 5:30PM

Location: "Old Jail" 497 Middlebury Rd. (white building next to KPR Admin. Offices)

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - a. Park Board Meeting 4/21/22
- IV. Communications
 - a. Personal Appearances
 - b. Correspondence
- V. Staff Reports
 - a. Monthly Revenue Report (April)
 - b. Monthly Expenditure Report (April)
 - c. Park Report
 - d. Recreation Report
 - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

Next scheduled meeting date: June 16th, 2022 @5:30 PM



Kent Park and Recreation
April 21, 2022
5:30 at the Old Jail

Members Present:

Steve Mitchell
Kathleen Wiler
Debbie Smeiles
Neil Dukes

Staff Present:

Angela Manley
Sam Tuttle
Megan Johns
Karen Magilavy

Council Liason

Gwen Rosenberg

Steve called the meeting to order at 5:30. Jake and Gwen had conflicts and are unable to attend. Roll was called and is listed above. Please review March's minutes. **Neil made a motion to accept the February minutes, Kathleen seconded and roll was called all were in favor and the motion passed unanimously.**

Staff Reports

Revenue & Expenditures Angela added notes to the expense sheet to help explain items. The Newmind Group is our citywide IT security it is divided by departments. Our revenues are over this month. Angela is working with Engineering on the second part of the trail. We can't contribute financially. The city is now viewing trails as an asset for all the city and the financial burden should not be all on our department. The section from Tannery to Main St. will be 1 or 2 phases. An inclined board walk will take the stairs out and some land may need to be acquired. It will be a big project. The grant request for design was rejected.

Park Report The new stairs to the Brady Leap section of the Hike and Bike Trail are now open. The Fire Department did a water training and cut some of the trees across the river. The crew pulled a big tree out of the pond at Al Lease. It was cut up. They are attempting to start mowing, fields are very soft.

Recreation Report Kidz Club numbers are up. Preschool numbers are up too. Next school year preschool will go to school Monday through Thursday 9:00am – 12:30pm. Megan is still hiring for school year and summer camps. This has been the fastest that summer camps have filled up. People are more comfortable about going out again.

Director Report

1. The Fitness Center Lease is almost up. The online auction was a great success. We sold approx. \$45,000 and that includes the diner. The diner starting bid was \$500 and it sold for \$1300 the new owner is going to use it as a coffee shop in Deerfield. A lot of residents had questions about the fitness center. One approached Gwen and would like a meeting with Angela. He considers himself a community watchdog. He wants to discuss how much money the fitness center has lost. The board said sometimes community services are not always profitable, plus don't forget we had Covid for 2 years. We were more affordable than many places. Steve offered to join Angela at the meeting. She will give him a call.

2. Angela had her first round of interviews and plans on a second set with Marketing/Special Events interviewees. Human Resources let Megan sit with Angela for the interviews except for Garyn's interview. Steve came in for Garyn's interview.
3. The new trail section dedication will be May 20th and Angela will send out invitations.
4. The office furnace and air conditioner was replaced this month. The old one was 30 years old.
5. Doug Pearson contacted Angela about the ice arena. They talked about how difficult it was to find staffing. He asked what could we do and take over staffing. Our budget is already done for 2022. We have capped our positions and the budget is set. Our budget is set by November. We would be willing to put the jobs on our social media and spread the word. Everything at the ice rink seemed very chaotic there are many safety concerns we should have been contacted last year for the 22 season.

New Business A group has reached out to Angela about holding a set of workshops called Roots & Reeds. It will be in August. It has been held in Ashtabula County. It teaches clean living off the land workshops. They say they will have 0 trash and are sustainable. She may come to the next board meeting asking for special permission to have a controlled fire.

Old Business Neil updated the board about Juneteenth. There is another meeting next Sunday. Flora Mae Peoples will receive a lifetime award. There will be a basketball tournament, speakers, entertainment, a DJ, poetry reading. Events will be at KSU Esplanade, Plum Creek Park and Ravenna.

At 5:58 Motion made by Kathleen to go into EXECUTIVE SESSION: In accordance with ORC Section 121.22 Section G, Item (1): "To consider the appointment, employment, dismissal, discipline, promotion, demotion. Or compensation of a public employee or official." Seconded by Debbie. Motion was made by Steve to return to the meeting and seconded by Debbie. Motion approved.

Meeting adjourned at 6:52 PM.

TO: Dave Ruller
FROM: Angela Manley, Parks and Recreation Director
DATE: May 9, 2022
RE: Kent Parks and Recreation Donation

The Kent Parks & Recreation Department has received the following donation to be used for Kent Parks and Recreation beautification:

Henry V. and Frances W. Christenson Charitable Foundation - \$1,500.00

The check has been forwarded to Budget and Finance and will be held until Council formally accepts the donation. Please request the necessary authorization from City Council to accept this donation and to allow Budget & Finance to appropriate the same amount to this account number (106-03-53-301-7420) in the Parks & Recreation Fund. Your attention to this matter is greatly appreciated!

CC:
Budget & Finance
Amy Wilkens, Clerk of Council
Kent Parks & Recreation Board

Revenue Budget Performance Report

Date Range 01/01/22 - 04/30/22

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd
Fund 106 - Recreation									
Department 00 - Revenue - Non-Departmental									
Cost Center 000 - Revenue - Non-Departmental									
Program 000 - Revenue - Non-Departmental									
	REVENUE								
4321	Subdivision Park Fee	22,500.00	.00	22,500.00	.00	.00	1,080.00	21,420.00	5
4514	FEE & CHARGES	246,686.00	.00	246,686.00	37,466.00	.00	92,887.00	153,799.00	38
4515	Park Rentals	42,207.00	.00	42,207.00	5,905.00	.00	16,917.00	25,290.00	40
4516	SPONSORSHIPS	6,531.00	.00	6,531.00	1,000.00	.00	1,000.00	5,531.00	15
4517	KABC REGISTRATION	26,915.00	.00	26,915.00	(585.00)	.00	24,137.50	2,777.50	90
4518	KABC SPONSERS	10,335.00	.00	10,335.00	.00	.00	7,800.00	2,535.00	75
4519	NON-RESIDENT FEES	10,978.00	.00	10,978.00	2,050.00	.00	7,440.00	3,538.00	68
4527	Fitness Center	28,377.00	.00	28,377.00	565.00	.00	2,572.50	25,804.50	9
4529	Promotional Revenue	150.00	.00	150.00	.00	.00	10,000.00	(9,850.00)	6667
4901	Donations	8,340.00	.00	8,340.00	875.00	.00	2,900.00	5,440.00	35
4907	Miscellaneous	8,110.00	.00	8,110.00	405.94	.00	1,972.85	6,137.15	24
4927	SACC	271,559.00	.00	271,559.00	54,457.41	.00	171,311.86	100,247.14	63
	REVENUE TOTALS	\$682,688.00	\$0.00	\$682,688.00	\$102,139.35	\$0.00	\$340,018.71	\$342,669.29	50%
Program 000 - Revenue - Non-Departmental	Totals	\$682,688.00	\$0.00	\$682,688.00	\$102,139.35	\$0.00	\$340,018.71	\$342,669.29	50%
Cost Center 000 - Revenue - Non-Departmental	Totals	\$682,688.00	\$0.00	\$682,688.00	\$102,139.35	\$0.00	\$340,018.71	\$342,669.29	50%
Department 00 - Revenue - Non-Departmental	Totals	\$682,688.00	\$0.00	\$682,688.00	\$102,139.35	\$0.00	\$340,018.71	\$342,669.29	50%
Fund 106 - Recreation	Totals	\$682,688.00	\$0.00	\$682,688.00	\$102,139.35	\$0.00	\$340,018.71	\$342,669.29	50%
Grand Totals		\$682,688.00	\$0.00	\$682,688.00	\$102,139.35	\$0.00	\$340,018.71	\$342,669.29	

City of Kent
Payment Register

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
241012	04/01/2022	Accounts Payable	AT & T Corp.		\$2.18
241017	04/01/2022	Accounts Payable	Boyd, Marcus	Basketball Referee	\$60.00
241021	04/01/2022	Accounts Payable	Capital One, N.A.		\$416.59
241025	04/01/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$36.86
241026	04/01/2022	Accounts Payable	CivicPlus, Inc.		\$254.86
241031	04/01/2022	Accounts Payable	East Ohio Gas Co.		\$967.65
241046	04/01/2022	Accounts Payable	Kent United FC LLC		\$1,850.00
241049	04/01/2022	Accounts Payable	LEAF Capital Funding LLC/LEAF	Copier Lease	\$146.48
241056	04/01/2022	Accounts Payable	McPeak, Boe, Hunter	Basketball Referee	\$347.00
241061	04/01/2022	Accounts Payable	Ohio Afsome Legal Care Plan		\$19.66
241063	04/01/2022	Accounts Payable	Ohio Edison Company		\$1,242.04
241076	04/01/2022	Accounts Payable	Schumm, Luke	Basketball Referee	\$60.00
241086	04/01/2022	Accounts Payable	Wade, Lincoln, D	Basketball Referee	\$42.00
241094	04/08/2022	Accounts Payable	Aris Company		\$707.30
241097	04/08/2022	Accounts Payable	AT & T Corp.		\$17.09
241107	04/08/2022	Accounts Payable	Comdoc/Atlanta, GA		\$926.01
241125	04/08/2022	Accounts Payable	Independence Office & Business Supply		\$65.87
241131	04/08/2022	Accounts Payable	Kent Water & Sewer		\$69.69
241140	04/08/2022	Accounts Payable	Ohio Edison Company		\$1,166.55
241145	04/08/2022	Accounts Payable	Republic Svcs of Ohio Hauling, LLC		\$228.00
241146	04/08/2022	Accounts Payable	Rollins, Inc./Orkin, LLC		\$180.00
241161	04/15/2022	Accounts Payable	Amazon Capital Svcs., Inc.		\$1,213.44
241175	04/15/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$166.21
241177	04/15/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$157.96
241184	04/15/2022	Accounts Payable	D & K Materials Inc		\$98.58
241188	04/15/2022	Accounts Payable	ePACT Network LTD		\$1,628.00
241193	04/15/2022	Accounts Payable	Harrod, Tim	Fitness Reimbursement	\$105.75
241194	04/15/2022	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$131.92
241198	04/15/2022	Accounts Payable	James W. Ross, Inc./Swift		\$20.95
241203	04/15/2022	Accounts Payable	Lowe's Company Inc		\$9.47
241207	04/15/2022	Accounts Payable	Ace of Kent Enterprises LLC		\$128.02
241211	04/15/2022	Accounts Payable	Northeast Ohio Youth Baseball League		\$1,430.00
241215	04/15/2022	Accounts Payable	Ohio Edison Company		\$166.94
241217	04/15/2022	Accounts Payable	Ohio Travel Soccer League		\$1,320.00
241225	04/15/2022	Accounts Payable	Portage Girls Softball Assoc.		\$984.00
241233	04/15/2022	Accounts Payable	Sportsengine, Inc/Nat'l Ctr for Safety		\$92.50
241234	04/15/2022	Accounts Payable	SportsPilot, Inc.		\$40.00
241241	04/15/2022	Accounts Payable	U.S. Foodservice, Inc		\$519.31
241251	04/22/2022	Accounts Payable	Albrecht/Acme Fresh Market, Fred		\$158.65
241259	04/22/2022	Accounts Payable	Cintas Corp #310		\$141.00
241260	04/22/2022	Accounts Payable	DC Performance Training Center		\$540.00
241269	04/22/2022	Accounts Payable	Detect Alarm Systems Inc		\$300.00
241270	04/22/2022	Accounts Payable	Ecolab USA Inc.		\$29.60

Payment Register

From Payment Date: 4/1/2022 - To Payment Date: 4/30/2022

241280	04/22/2022	Accounts Payable	Hobby Lobby Stores, Inc.		\$144.01
241282	04/22/2022	Accounts Payable	Hometown Bank		\$483.24
241289	04/22/2022	Accounts Payable	Klaben Ford Lincoln, Inc		\$4,706.40
241296	04/22/2022	Accounts Payable	On Target Fencing Team		\$240.00
241297	04/22/2022	Accounts Payable	Ohio Edison Company		\$992.60
241306	04/22/2022	Accounts Payable	Staples, Inc.		\$459.06
241308	04/22/2022	Accounts Payable	Stow Youth Elite Sports		\$125.00
241309	04/22/2022	Accounts Payable	Summit Trailer & Service, Inc		\$1,613.42
241318	04/22/2022	Accounts Payable	Byler, Crystal, Sheree	Refund	\$120.00
241329	04/29/2022	Accounts Payable	Charter Comm. Holdings, LLC		\$109.98
241337	04/29/2022	Accounts Payable	Greer Heating & Air Conditioning, Inc.		\$4,456.00
241348	04/29/2022	Accounts Payable	Kent City Schools		\$320.00
241362	04/29/2022	Accounts Payable	Ohio Edison Company		\$432.26
241371	04/29/2022	Accounts Payable	Rollins, Inc./Orkin, LLC		\$90.00
241373	04/29/2022	Accounts Payable	Running Ritchie's Inc/Ritchies		\$318.45
241377	04/29/2022	Accounts Payable	Simon, Jay, W	Baseball Umpire	\$70.00
241388	04/29/2022	Accounts Payable	Collins, Tyler	Refund	\$50.00
Type Check Totals:		64 Transactions			\$32,918.55
A/P ZBA - Accounts Payable ZBA Totals					



Parks Report

May 2022

1. The mowing crew is out trying to get all the parks mowed.
2. All sports fields are lined. The Ballfield crew are working on the fields and prepping for games..
3. We added some ballfield dirt to the infields.
4. We are starting to get the beds weeded and cleaned up, we have added black mulch to a few of the beds. The rest will get wood chips.

RECREATION DEPARTMENT REPORT

1. **Spring Sports:** Soccer, Baseball and Softball teams have started games for their respective seasons. Soccer is on target to finish games June 12th and Baseball and Softball teams are on target to finish their end of the season tournaments no later than July 1st.

2. **Summer Sports Camps:** Registration is currently ongoing for our 13 summer sports camps. These various sports camps include: basketball, tennis, lacrosse, volleyball, field hockey, tackle football & cheer, track and soccer.

3. **Clinics & Lessons:** **Moxx 101 Basketball Clinic** is currently ongoing at our Recreation center for grades K-6th grade on Tuesdays and Thursday for the month of May. **The Preseason Football and Cheer Clinic** for grades K-6th will start in June on Sundays at Davey Elementary. **Kent Tennis and Riders Tennis Lessons** will start their first sessions in the middle of June. Riders Tennis will take place on Mondays and Wednesdays and Kent Tennis will take place on Sundays with Roosevelt High School Coach Sheila Shiu at the Roosevelt Tennis Courts.

4. **Spring Adult Softball:** Adult Softball Leagues have started games. We currently have leagues on Sundays, Tuesdays and Fridays. We currently have 55 teams participating in the various leagues.

5. **Fall Sports:** Registration for Tackle Football & Cheer, Flag Football (Boys & Girls), and Soccer are currently open. It is the hope that opening these activities before school is out will help parents not miss the sign ups.

6. **Martial Arts** has started their 3rd session of the year with 11 participants and is being held at our Recreation Center.

7. **Summer Art Camp:** Standing Rock Cultural Arts has partnered with Kent Parks and Recreation to run a Summer Art Camp for kids in grades K-4th and 5th-12th grade. There are currently 25 kids registered for K-4th grade and 8 kids for 5th-12th grade. The camp will start in June and be held on Mondays, Wednesdays and Fridays at Fred Fuller.

EDUCATION DEPARTMENT REPORT

1. **'21-'22 KPR Lil Learners Preschool:** We have a total of 21 preschoolers (13 on M/W/F and 11 on T/Th).

2. **'21-'22 KPR Kidz Club:** There are 109 kids total in before/after school care. The following are the most recent enrollment numbers in the before & after school programs:

Davey: AM-25, PM-39, TOTAL ENROLLED: 51

Rec: AM-29, PM-39, TOTAL ENROLLED: 58

3. **'22-'23 KPR Kidz Club Registration:** Registration for before/after school care has begun for current families! This will open to the public at a later date once staffing is confirmed.

4. **'22-'23 Lil Learners Preschool Registration:** Preschool is open to current families, as well as the public at this time. We will be offering weekly rates next year and a Monday through Thursday schedule from 9am-12:30pm.

5. **KPR Kidz Club Special Guest:** Andrew Rome from the Haymaker Farmers Market is visiting the after school sites this month. He'll be explaining how the market helps our community, how the food is grown and will be bringing fruits and veggies for the kids to try.

6. **KPR Kidz Camps Hiring:** There are 3 Summer Camp Counselor positions open. Shifts are Monday through Friday from either 8:30 a.m. - 4:30 pm, 6:30 am - 12 pm or 12-6 pm. Two rounds of New Hire orientations have been completed with 4 new staff. They will start in-person training the week of May 16th. We are currently advertising on Indeed, LinkedIn, Facebook, and KPR Website. RHS & KSU Teaching staff were also emailed a flyer to handout to students.

7. **Summer Camp Registration:** Most day camps were just about full, but Summer Camp registration is now on hold until more staff are hired.

8. **Camp Kickoff:** Campers and their families will be visiting Plum Creek the night of June 3rd to meet the camp counselors, pick up their camp t-shirt, review registration documents, ask questions and play in the park!

9. **Summer Volunteer Opportunities:** We are now taking applications for summer volunteers. Jr. Exped Camp volunteers must be in the RHS Expedition Academy to participate and Preschool Camp volunteers must complete the Babysitter's Training before applying.

10. **Environmental Education:** Our Naturalist, Cathy Ricks, visited the preschool and before/after school sites for seasonal awareness programs. She's also leading 3rd and 4th grade classes in nature and history walks through Franklin Mills, Heritage Park, Brady's Leap and Tannery, along with a tour of the Old Jail. This year we won't be partnering with Streetsboro and Ravenna Parks and Recreation departments for "Take a Kid Fishing Day." They no longer have sponsors for the program, but hope to find others for 2023.

Parks & Recreation Board Meeting

May 19, 2022

Director's Report:

1. **Fitness Center Lease Completion**
2. **Brady's Leap Trail Dedication (5/20/22)**
3. **Marketing & Special Events Coordinator**
4. **Renee Ruchotzke - Reeds and Roots Proposed Event (8/20/22)**