



AGENDA

February 16, 2023

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 1/19/23
- IV. Communications
 - a. Personal Appearances
 - b. Correspondence
- V. Staff Reports
 - a. Monthly Revenue Report (January)
 - b. Monthly Expenditure Report (January)
 - c. Park Report
 - d. Recreation Report
 - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

Next scheduled meeting date:

March 16th, @5:30

At the January 19th, 2023, meeting was held at 5:30 at the Old Jail. Attendance is listed.

ROLL CALL

Board

Steve Mitchell

Neil Dukes

Kathleen Wiler

Jake Ferlito

Council Liaison

Gwen Rosenberg

Debbie is out of town and excused from the meeting.

Staff

Angela Manley

Sam Tuttle

Megan Johns

Oliver Wuesch

Garyn Daniels

Karen Magilavy

CALL TO ORDER

Meeting called to order at 5:30

COMMUNICATIONS

APPROVAL OF MINUTES

Neil made a motion to approve last meetings minutes Jake seconded and all were in favor.

PERSONAL APPEARANCES

None

CORRESPONDENCE

Christensen Foundation Donation

STAFF REPORTS

MONTHLY REVENUE

No questions

MONTHLY EXPENDITURE

The bill for KSU if for Fall Ball Field rentals, no other questions.

PARK REPORT

The Roy Smith Shelterhouse had frozen pipes last month.

The planer on the Bike and Hike Trail shaved off some of the bumps near Standing Rock.

RECREATION REPORT

1st & 2nd grade basketball has started the older teams are continuing. Registration is ongoing for Football, Cheer, Soccer, Baseball, Softball, and Field Hockey and Lacrosse Clinics.

EDUCATION DEPARTMENT REPORT

Longcoy before and afterschool has reopened.

Winter Wonderland was full.

Summer Camp registration will start February 2.

MARKETING/SPECIAL EVENTS

We are looking for a donation partner for the Adult Egg Scramble.

Lions are submitting a special event application for the Sweet Corn Festival.

Oliver will create a video series for KPR to show what we do.

DIRECTOR REPORT

There is a new full-time employee for the Parks Crew.

Roy Smith flooring has been completed.

Roy Smith needs new chairs.

The Rec needs a roof and gutters and new outdoor railing.

Nick Cecil the new IT person has updated our email system and phones.

The OPRA Ohio Parks Recreation Association Conference is January 29-February 1

February 15 will be the Brandstetter-Carroll Open House for the stake holders to see the results from the community input.

OLD BUSINESS

None

NEW BUSINESS

2-year terms are up for board members, Jake has been reauthorized by the School Board. The board voted to continue with Steve as Chairman Neil as Vice Chair and Kathleen as Secretary.

Roger Sidoti (council) questioned if we would continue with a board or come under the City directly at this time because we are doing a new master plan.

Angela will make a pro/con list.

MOTION TO ADJOURN

Meeting adjourned at 6:39

Revenue Budget Performance Report

Date Range 01/01/23 - 01/31/23
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									
4101	Real Estate Property Taxes	1,125,005.00	.00	1,125,005.00	.00	.00	.00	1,125,005.00	0
4321	Subdivision Park Fee	3,660.00	.00	3,660.00	.00	.00	.00	3,660.00	0
4514	FEE & CHARGES	295,190.00	.00	295,190.00	19,368.30	.00	19,368.30	275,821.70	7
4515	Park Rentals	55,000.00	.00	55,000.00	3,040.00	.00	3,040.00	51,960.00	6
4516	SPONORSHIPS	2,000.00	.00	2,000.00	.00	.00	.00	2,000.00	0
4517	KABC REGISTRATION	44,000.00	.00	44,000.00	8,689.50	.00	8,689.50	35,310.50	20
4518	KABC SPONSERS	10,000.00	.00	10,000.00	600.00	.00	600.00	9,400.00	6
4519	NON-RESIDENT FEES	29,000.00	.00	29,000.00	1,785.00	.00	1,785.00	27,215.00	6
4527	Fitness Center	.00	.00	.00	956.00	.00	956.00	(956.00)	+++
4529	Promotional Revenue	15,000.00	.00	15,000.00	.00	.00	.00	15,000.00	0
4901	Donations	9,750.00	.00	9,750.00	1,500.00	.00	1,500.00	8,250.00	15
4907	Miscellaneous	35,000.00	.00	35,000.00	390.69	.00	390.69	34,609.31	1
4927	SACC	355,000.00	.00	355,000.00	18,686.00	.00	18,686.00	336,314.00	5
REVENUE TOTALS									
Program 000 - Revenue - Non-Departmental Totals		\$1,978,605.00	\$0.00	\$1,978,605.00	\$55,015.49	\$0.00	\$55,015.49	\$1,923,589.51	3%
Cost Center 000 - Revenue - Non-Departmental Totals		\$1,978,605.00	\$0.00	\$1,978,605.00	\$55,015.49	\$0.00	\$55,015.49	\$1,923,589.51	3%
Department 00 - Revenue - Non-Departmental Totals		\$1,978,605.00	\$0.00	\$1,978,605.00	\$55,015.49	\$0.00	\$55,015.49	\$1,923,589.51	3%
Fund 106 - Recreation Totals		\$1,978,605.00	\$0.00	\$1,978,605.00	\$55,015.49	\$0.00	\$55,015.49	\$1,923,589.51	
Grand Totals									
Grand Totals		\$1,978,605.00	\$0.00	\$1,978,605.00	\$55,015.49	\$0.00	\$55,015.49	\$1,923,589.51	

Payment Register

From Payment Date: 1/1/2023 - To Payment Date: 1/31/2023

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
244331	01/06/2023	Accounts Payable	Aris Company		\$101.30
244336	01/06/2023	Accounts Payable	Capital One, N.A.		\$347.51
244344	01/06/2023	Accounts Payable	East Ohio Gas Co.		\$1,250.24
244348	01/06/2023	Accounts Payable	Hungry Howie's		\$97.06
244368	01/06/2023	Accounts Payable	Republic Svcs of Ohio Hauling, LLC		\$228.00
244369	01/06/2023	Accounts Payable	Orkin, LLC		\$45.00
244374	01/06/2023	Accounts Payable	Spanky's Outlet	RSS Flooring Install	\$7,470.76
244379	01/06/2023	Accounts Payable	Sky Zone Boston Heights		\$495.15
244391	01/13/2023	Accounts Payable	Boyd, Marcus	Referee	\$180.00
244392	01/13/2023	Accounts Payable	Butler, Karim	Scorekeeper	\$60.00
244393	01/13/2023	Accounts Payable	CDW Direct, LLC	IT Server Licensing	\$902.59
244394	01/13/2023	Accounts Payable	Charlie's Drain Service		\$225.00
244395	01/13/2023	Accounts Payable	Charter Comm. Holdings, LLC		\$31.98
244396	01/13/2023	Accounts Payable	Charter Comm. Holdings, LLC		\$125.98
244398	01/13/2023	Accounts Payable	City of Kent/Vehicle Mnt Div.		\$813.84
244408	01/13/2023	Accounts Payable	Greer Heating & Air Conditioning, Inc.		\$75.00
244423	01/13/2023	Accounts Payable	Ohio Afsome Legal Care Plan		\$19.31
244436	01/13/2023	Accounts Payable	Roe, Tanner	Scorekeeper	\$60.00
244440	01/13/2023	Accounts Payable	Singer, Peyton	Referee	\$180.00
244441	01/13/2023	Accounts Payable	Smith, Jonasis	Scorekeeper	\$75.00
244442	01/13/2023	Accounts Payable	Nat'l Ctr for Safety Initiatives		\$37.00
244443	01/13/2023	Accounts Payable	SportsPilot, Inc.		\$40.00
244455	01/13/2023	Accounts Payable	Wade, Lincoln, D	Scorekeeper	\$144.00
244462	01/12/2023	Accounts Payable	AT & T Mobility LLC		\$154.99
244466	01/20/2023	Accounts Payable	Amazon Capital Svcs., Inc.		\$2,581.06
244474	01/20/2023	Accounts Payable	AT & T Corp.		\$47.71
244484	01/20/2023	Accounts Payable	Charter Comm. Holdings, LLC		\$197.13
244485	01/20/2023	Accounts Payable	Charter Comm. Holdings, LLC		\$89.90
244486	01/20/2023	Accounts Payable	Ciolek, Katlyn	Scorekeeper	\$105.00
244487	01/20/2023	Accounts Payable	Ciolek, Keith	Referee	\$60.00
244505	01/20/2023	Accounts Payable	Hartville Hardware Inc.		\$535.41
244509	01/20/2023	Accounts Payable	Independence Business Supply Co.		\$121.77
244513	01/20/2023	Accounts Payable	Johns, Megan	Reimbursement	\$45.00
244514	01/20/2023	Accounts Payable	Jones/Ohio ASA, Warren		\$6,120.00
244517	01/20/2023	Accounts Payable	Kent United FC LLC		\$510.00
244520	01/20/2023	Accounts Payable	LEAF Capital Funding LLC/LEAF	Copier Leasing	\$133.69
244521	01/20/2023	Accounts Payable	Leigh, Desmeal	Scorekeeper	\$75.00
244524	01/20/2023	Accounts Payable	Lowe's Company Inc		\$219.04
244529	01/20/2023	Accounts Payable	McPeak, Boe, Hunter	Scorekeeper	\$60.00
244532	01/20/2023	Accounts Payable	Nader, Tom	Scorekeeper	\$150.00
244536	01/20/2023	Accounts Payable	Ohio Edison Company		\$1,708.09
244543	01/20/2023	Accounts Payable	Roe, Tanner	Scorekeeper	\$60.00
244552	01/20/2023	Accounts Payable	Spangler/Summit Umpires, Bob		\$837.00

Payment Register

From Payment Date: 1/1/2023 - To Payment Date: 1/31/2023

244566	01/20/2023	Accounts Payable	Murphy, Emma	Program Leader	\$74.81
244576	01/27/2023	Accounts Payable	Cintas Corp #310		\$176.25
244593	01/27/2023	Accounts Payable	Hometown Bank		\$385.56
244603	01/27/2023	Accounts Payable	Ace of Kent Enterprises LLC		\$113.27
244605	01/27/2023	Accounts Payable	Neobaseball, Ltd		\$810.00
244610	01/27/2023	Accounts Payable	Ohio Edison Company		\$1,977.21
244618	01/27/2023	Accounts Payable	PNC Bank N.A.		\$27.03
244621	01/27/2023	Accounts Payable	Republic Waste		\$114.00
244628	01/27/2023	Accounts Payable	Sunbelt Rentals Inc		\$654.92
Type Check Totals: 52 Transactions					\$31,148.56
A/P ZBA - Accounts Payable ZBA Totals					

RECREATION DEPARTMENT REPORT - (Completed 2/8/23)

1. **Winter Sports Leagues:** Our three current basketball leagues will be finishing up regular season games and starting tournament play in the next two weeks. We are on target to finish all tournaments by Saturday, March 18th. Our youth wrestling program is also coming to the finish as the district tournament will be held at Glenoak High School on Sunday, February 12th. We had three of our youth wrestlers qualify and they will be hoping to make states on Sunday, February 19th.

2. **Winter Clinics:** Our youth lacrosse clinics are going well. We have 14 boys and 8 girls participating. Signups are ongoing for our Youth Field Hockey Clinic & Youth Boys Volleyball clinic due to start February 19th and February 13th, respectively.

3. **Spring Sports Signups:** Signups have closed for Kent Youth Baseball & Softball. We have 251 kids registered across 16 recreation & 6 travel teams. Signups are ongoing for youth soccer, youth track and spring lacrosse teams currently with all these programs having deadlines of March 3rd.

4. **Adult Sports:** Our adult basketball league will be starting their tournament in the next couple weeks as well. Signups are ongoing for our Spring Adult Softball Leagues.

5. **Youth Activities:** Session 1 of Martial Arts and Fencing will be completed in the next couple of weeks. Signups are open for session 2 with Martial beginning March 1st and Fencing beginning March 4th.

6. **Partnerships:** Sponsorships are starting to come in for our youth soccer & youth baseball & softball programs. The program that Oliver created for these partnerships have been very well received in the community. We are still hoping to find a few more businesses to meet our quota.

EDUCATION DEPARTMENT REPORT: (COMPLETED 2/9/23)

1. **'22-'23 KPR Kidz Club:** Enrollment is at a total of 118.

Jan 2023 KPR Kidz Club Enrollment:

DAVEY: AM- 22, PM- 36 , Total: 51

REC: AM: 27, PM- 40, Total: 58

LONGCOY: AM-6, PM: 18, Total: 19

Feb 2023 KPR Kidz Club Enrollment:

DAVEY: AM-19, PM-37, Total: 48

REC: AM-25, PM-34, Total: 52

2. **'22-'23 Lil Learners Preschool:** Enrollment is at a total of 17.

3. **Longcoy Reopening:** This before/after school site reopened on 1/23/23. An Administrator and Rec Leader have been hired, and their training began 1/30/23. Current staffing will cover 18 kids in both the AM and PM.

4. **"Hawaiian Hangout" at the Kent Rec:** We will begin registering for spring break child care starting 2/15/23 (current KPR Kidz Club families) and 3/1/23 (public).

5. **Kids Night Out:** We had 22 participants in the February Kids Night Out with a "Superbowl Party" theme. We will be meeting with Michael Faehnel, owner of Squirrel City Jewelers, who is also a part of Main St. Kent Business Initiative, to brainstorm ideas on how to bring our Kids Night Out parents downtown after dropping off their kids at the Rec.

6. **CPR & First Aid Training:** 1st Choice CPR will be facilitating these trainings at the Kent Free Library on Saturday 2/11/23 from 10:00-4:00. This was organized for our child care staff, but was also advertised to members of the public. We currently have 12 enrolled in CPR and 8 in First Aid.

7. **Environmental Education:** Our Naturalist, Cathy Ricks, had a Groundhog's Day celebration with the preschoolers. She's working with naturalists from Portage Park district on a "Year of the Wood Frog" promotion & discussing the possibility of geocaching along the Hike and Bike trail. She's also been working with Lynn Vogel of Portage Soil and Water on a series of walks that will be held in and around Kent this summer.

MARKETING / SPECIAL EVENTS REPORT - COMPLETED 2/7/23 (Updated 2/9/23)

1. Easter Events

- a. We had another Easter meeting on Thursday, Feb 9th.
- b. Order 10,000 easter eggs, 6,000 filled, 4,000 empty
- c. We are in contact with Ray's Place for a \$2000 Presenting Partnership

2. Special Event

- a. SHINEfest - May 13th
- b. South End Health Fair - June 24th
- c. Sweet Corn Festival - August 5th

3. Art in the Park

- a. Our first Art in the Park meeting will be planned for mid April.
- b. Registration opened for returning artists on Tuesday, Feb 7th.
- c. Registration Opened for New Artists on Monday, Feb 13th
- d. Registrants will have a ranked choice for their preferred booth location, which will be determined by a first come, first serve basis.
- e. Registration will have a hard deadline of June 30th.

4. KPR Video Series

- a. Brainstorming and getting used to the camera.
- b. Want to reach out to former KPR Kids and other participants

5. Spring/Summer Program Guide

- a. Will be going out via email in early March

6. Portage Parks

- a. Met with Andrea (Public Engagement Manager) to discuss potential partnerships

7. Updating Website

- a. Creating a new look front page



Parks Report February 2023

1. We have been doing snow removal as necessary.
2. I am getting quotes for the roof at the Rec. Center. It needs shingled and gutter repair.
3. We cleared out some brush and downed trees at Kramer and created about 12 extra parking spaces. We used grindings so there was no cost.
4. We are also bringing in picnic tables for repair or flipping boards as needed.
5. Removal of the trailer at the special event parking lot is just waiting for a permit from the City.

Parks & Recreation Board Meeting

February 16, 2023

Director's Report:

1. OPRA Conference Recap
2. Master Plan Update
3. Hydro Watch – City of Akron Water Supply Bureau
4. Facilities Improvements – Roof/Gutter Replacement @Rec. Center
5. GOBA Update
6. Community Special Event Requests