kent parks
& recreation

AGENDA

May 16, 2024

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 4/18/24

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 20th, @5:30 PM

April Board Meeting
April 18, 2024

Board	Staff
Steve Mitchell	Angela Manley
Jake Ferlito	Megan Johns
Kathleen Wiler	Karen Magilavy
	Oliver Wuench

Council Liaison
Melissa Celko

CALL TO ORDER
The meeting was called to order at 5:30. Roll was called. Rod and Sam are not in attendance. Jake made a motion at the end of the meeting to accept March minutes, Kathleen seconded, roll was called, and motion passed unanimously.

COMMUNICATIONS

PERSONAL APPEARANCES
CORRESPONDENCE

STAFF REPORTS

MONTHLY REVENUE
The report shows real estate taxes and the grant funds received.
MONTHLY EXPENDITURE
Kline and Kavali were paid by grant funds
PARK REPORT
All park restrooms have been open. Yacavona Park will get a new basketball court.
SPORTS REPORT
MARKETING/SPECIAL EVENTS
The unveiling of the mural went well, The Portager and Kent Wired covered the event. Over 70% of previous artist have enrolled for Art in the Park. The Adult Egg hunt was down about 100, possibly because Spring Break was at the same week. The Kent Acoustic Fest is a new event in June at Fred Fuller. River Day for school field trips will be May 17 and for the public at the Farmer Market on May 18. Oliver will be attending training for the new City website.
EDUCATION DEPARTMENT REPORT
Summer Camps are half full. We started registration for next year for current families. Megan and Angela met with the school about shade structures at Davey.
DIRECTOR REPORT
1. Jillian Tipton is the new board member filling the vacancy for the rest of the year.
    a. There were no major issues during the eclipse.
2. The crew installed a gate to Kramer to close vehicle access, you can still walk into the fields. It will be used when restrooms are locked, seasonally, for fire works etc.
3. May 1st an abbreviated version of the master plan will be given at council meeting. Brandstetter-Carrol has this included in our price. Everyone will receive the updated plan.
   Additional Council approved the donation of equipment to Kent Youth Football. Angela and other departments are talking about a splash pad somewhere downtown, maybe with swings. Reconfiguring the gazebo or at the end of Erie Street. We do not own Dan Smith Park.

The meeting adjourned at 6:00

Revenue Budget Performance Report

Date Range 01/01/24 - 04/30/24

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	1,110,280.00	.00	1,110,280.00	.00	.00	586,622.86	523,657.14	53
4102	Personal Property	2,100.00	.00	2,100.00	.00	.00	2,952.28	(852.28)	141
4201	Homestead/Rollback	110,000.00	.00	110,000.00	53,265.20	.00	53,265.20	56,734.80	48
4234	Other Federally funded aid/grants	.00	.00	.00	.00	.00	94,500.00	(94,500.00)	+++
4321	Subdivision Park Fee	541.00	.00	541.00	.00	.00	.00	541.00	0
4514	FEE & CHARGES	235,311.00	.00	235,311.00	38,167.00	.00	116,933.75	118,377.25	50
4515	Park Rentals	40,000.00	.00	40,000.00	4,775.00	.00	23,355.00	16,645.00	58
4516	SPONORSHIPS	1,838.00	.00	1,838.00	.00	.00	300.00	1,538.00	16
4517	KABC REGISTRATION	12,302.00	.00	12,302.00	1,395.00	.00	14,246.73	(1,944.73)	116
4518	KABC SPONSERS	6,703.00	.00	6,703.00	1,230.00	.00	5,030.00	1,673.00	75
4519	NON-RESIDENT FEES	23,275.00	.00	23,275.00	3,523.00	.00	9,384.50	13,890.50	40
4901	Donations	5,000.00	.00	5,000.00	.00	.00	8,100.00	(3,100.00)	162
4907	Miscellaneous	15,000.00	.00	15,000.00	260.22	.00	3,561.65	11,438.35	24
4927	SACC	320,000.00	.00	320,000.00	74,497.42	.00	167,864.51	152,135.49	52
	REVENUE TOTALS	$1,882,350.00	$0.00	$1,882,350.00	$177,112.84	$0.00	$1,086,116.48	$796,233.52	58%
	Program **000 - Revenue - Non-Departmental** Totals	$1,882,350.00	$0.00	$1,882,350.00	$177,112.84	$0.00	$1,086,116.48	$796,233.52	58%
	Cost Center **000 - Revenue - Non-Departmental** Totals	$1,882,350.00	$0.00	$1,882,350.00	$177,112.84	$0.00	$1,086,116.48	$796,233.52	58%
	Department **00 - Revenue - Non-Departmental** Totals	$1,882,350.00	$0.00	$1,882,350.00	$177,112.84	$0.00	$1,086,116.48	$796,233.52	58%
	Fund **106 - Recreation** Totals	$1,882,350.00	$0.00	$1,882,350.00	$177,112.84	$0.00	$1,086,116.48	$796,233.52	
	Grand Totals	$1,882,350.00	$0.00	$1,882,350.00	$177,112.84	$0.00	$1,086,116.48	$796,233.52	

City of Kent

Payment Register

From Payment Date: 4/1/2024 - To Payment Date: 4/30/2024

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
Check					
249863	04/04/2024	Accounts Payable	Acme Fresh Market		$62.34
249864	04/04/2024	Accounts Payable	Amazon Capital Svcs., Inc.		$1,740.01
249865	04/04/2024	Accounts Payable	Aris Company		$107.50
249874	04/04/2024	Accounts Payable	Charter Comm. Holdings, LLC		$119.98
249878	04/04/2024	Accounts Payable	City of Kent/Vehicle Mnt Div.		$1,492.48
249884	04/04/2024	Accounts Payable	East Ohio Gas Co.		$746.99
249898	04/04/2024	Accounts Payable	Independence Business Supply Co.		$61.97
249900	04/04/2024	Accounts Payable	Swift		$9.95
249902	04/04/2024	Accounts Payable	Kent City Schools		$175.00
249905	04/04/2024	Accounts Payable	Leppo Inc./Leppo Equip.		$4,210.92
249908	04/04/2024	Accounts Payable	Lowe's Company Inc		$148.06
249913	04/04/2024	Accounts Payable	Ace of Kent Enterprises LLC		$98.95
249920	04/04/2024	Accounts Payable	Ohio Afscme Legal Care Plan		$21.03
249927	04/04/2024	Accounts Payable	Pauler Communications, Inc.	*Town Planner Advertising*	$2,610.00
249934	04/04/2024	Accounts Payable	Rollins, Inc./Orkin, LLC		$214.97
249936	04/04/2024	Accounts Payable	Siefer electric, Inc		$1,081.90
249937	04/04/2024	Accounts Payable	Spanky's Outlet	*Rec. Ctr. Flooring (Grant $)*	$8,302.99
249945	04/04/2024	Accounts Payable	U.S. Foodservice, Inc		$1,339.77
249951	04/04/2024	Accounts Payable	Medley, Allen	*Umpire*	$210.00
249954	04/11/2024	Accounts Payable	Anderson, Seth, R.	*Referee*	$40.00
249959	04/11/2024	Accounts Payable	Aris Company		$647.50
249960	04/11/2024	Accounts Payable	Baker Vehicle Systems		$151.38
249970	04/11/2024	Accounts Payable	City of Kent/Vehicle Mnt Div.		$332.92
249973	04/11/2024	Accounts Payable	Daniels-Smith, Brendan	*Referee*	$160.00
249978	04/11/2024	Accounts Payable	Ferrell, Drew, A	*Referee*	$90.00
249983	04/11/2024	Accounts Payable	Hungry Howie's		$57.26
249986	04/11/2024	Accounts Payable	Independence Business Supply Co.		$27.97
249990	04/11/2024	Accounts Payable	Century Equip.		$47.37
249995	04/11/2024	Accounts Payable	Kent United FC LLC		$330.00
250000	04/11/2024	Accounts Payable	Lowe's Company Inc		$30.26
250001	04/11/2024	Accounts Payable	LRR Bowl Ltd/Kent Lanes		$192.00
250008	04/11/2024	Accounts Payable	Ace of Kent Enterprises LLC		$22.79
250030	04/11/2024	Accounts Payable	Ruggles, Erin	*Referee*	$40.00
250033	04/11/2024	Accounts Payable	Schumann, Timothy, James	*Umpire*	$50.00
250037	04/11/2024	Accounts Payable	Sportsengine/Nat'l Ctr for Safety		$185.00
250038	04/11/2024	Accounts Payable	SportsPilot, Inc.		$40.00
250050	04/11/2024	Accounts Payable	White, Robert, Ray	*Umpire*	$120.00
250052	04/11/2024	Accounts Payable	Wilson, William, K	*Referee*	$125.00
250067	04/18/2024	Accounts Payable	AT & T Corp.		$22.07
250069	04/18/2024	Accounts Payable	Baker Vehicle Systems		$137.48
250071	04/18/2024	Accounts Payable	Capital One, N.A.		$841.05
250073	04/18/2024	Accounts Payable	Cintas Corp #310		$207.10
250076	04/18/2024	Accounts Payable	Custom Shirts & Sportswear LLC		$5,979.00

250087	04/18/2024	Accounts Payable	Independence Business Supply Co.		$37.83
250092	04/18/2024	Accounts Payable	Josh's Buckeye Carpet Cleaning Inc.		$199.00
250094	04/18/2024	Accounts Payable	Kline & Kavali Mechanical		$75.00
250096	04/18/2024	Accounts Payable	LEAF Capital Funding LLC/LEAF		$142.30
250098	04/18/2024	Accounts Payable	Lowe's Company Inc		$110.83
250103	04/18/2024	Accounts Payable	Ace of Kent Enterprises LLC		$123.85
250108	04/18/2024	Accounts Payable	Ohio Business Machines LLC		$96.52
250111	04/18/2024	Accounts Payable	Pioneer MFG Co., Inc/Pioneer Athletics		$3,200.12
250116	04/18/2024	Accounts Payable	Republic Svcs, Inc.		$2,486.99
250117	04/18/2024	Accounts Payable	Sam's Club		$45.98
250120	04/18/2024	Accounts Payable	St. Patrick Church	*Gym Rental*	$1,520.00
250138	04/25/2024	Accounts Payable	Anderson, Seth, R.	*Referee*	$80.00
250139	04/25/2024	Accounts Payable	Aris Company		$179.00
250140	04/25/2024	Accounts Payable	AT & T Corp.		$2.41
250148	04/25/2024	Accounts Payable	Charter Comm. Holdings, LLC		$119.98
250151	04/25/2024	Accounts Payable	Clapper, Finley	*Referee*	$45.00
250157	04/25/2024	Accounts Payable	Crystal Clear Bldg Services, Inc.		$1,056.98
250160	04/25/2024	Accounts Payable	Daniels-Smith, Brendan	*Umpire*	$160.00
250165	04/25/2024	Accounts Payable	Ferrell, Drew, A	*Referee*	$45.00
250167	04/25/2024	Accounts Payable	Gaj, Alvonte	*Referee*	$45.00
250172	04/25/2024	Accounts Payable	Hungry Howie's		$50.65
250174	04/25/2024	Accounts Payable	Hometown Bank	*Credit Card Payment*	$2,378.79
250178	04/25/2024	Accounts Payable	Kent United FC LLC		$260.00
250188	04/25/2024	Accounts Payable	Art Armory		$190.00
250202	04/25/2024	Accounts Payable	Ohio Edison Company		$398.78
250203	04/25/2024	Accounts Payable	Ohio Edison Company		$335.66
250210	04/25/2024	Accounts Payable	Ruggles, Erin	*Referee*	$80.00
250215	04/25/2024	Accounts Payable	Schumann, Timothy, James	*Umpire*	$100.00
250231	04/25/2024	Accounts Payable	Vorhauer, Marie	*Referee*	$30.00
250232	04/25/2024	Accounts Payable	Vorhauer, Philip	*Referee*	$120.00
250233	04/25/2024	Accounts Payable	Vorhauer, Sophia	*Referee*	$30.00
250237	04/25/2024	Accounts Payable	White, Robert, Ray	*Umpire*	$60.00
250238	04/25/2024	Accounts Payable	Wilson, William, K	*Referee*	$85.00
250239	04/25/2024	Accounts Payable	Wollam, Garrison	*Referee*	$120.00
250242	04/25/2024	Accounts Payable	Ziegler Tire and Supply, Inc		$689.48
250243	04/25/2024	Accounts Payable	AT & T Mobility LLC		$686.16
Type Check Totals:		79 Transactions			$48,017.27

A/P ZBA - Accounts Payable ZBA Totals

Parks Report
May 2024

1. The mowing crew is out in full force.

2. All sports fields are in action.

3. We added some ballfield dirt to the infields.

4. We did a couple of sod repairs on the soccer fields.

5. We had to clean up an oak tree that fell on some cars in Fred Fuller. The guys did a great job.

6. Yacavona is now fully landscaped and repaired from the construction of the sewer line.

7. We repaired more boards on the boardwalk along the river.

RECREATION DEPARTMENT REPORT- (Completed 5/9/24)

1. **Summer Sports:** Signups for summer camps are going well. We are also taking signups for our tennis lessons for our Sunday & Monday/Wednesday sessions for the summer.
2. **Adult Activities:** Summer & Fall Adult Softball leagues are open for signups.
3. **Fall Sports**: Signups for Fall Soccer and Cross-Country signups are ongoing.

CHILDCARE / EDUCATION REPORT: COMPLETED 5/8/24

1. **Lil Learners Preschool:** There are currently 12 preschoolers enrolled in our preschool program and 9 registered for the '24-'25 school year.

2. **KPR Kidz Club:** Currently,107 children are enrolled in this school year's before/after school program. There are 101 children with paid memberships for the 24-'25 school year, but all families have been notified that we'll be enrolling in order of registration once staffing is confirmed in August.

May 2024 Enrollment:
DAVEY AM: 22, PM: 34, Total: 50
REC AM: 23, PM: 43, Total: 57

3. **KPR Kidz Club @ Longcoy:** We've been asked to remove our before/after school program supplies from our classroom at Longcoy by May 24th. The items will be dispersed among the Davey, Rec and Preschool sites. Kent City Schools has offered a space for us to use at Walls Elementary, but we've declined until staffing has returned to normal.

4. **Kids Night Out:** Our final Kids Night Out of the '23-'24 school year had 23 kids enrolled in May. This program will return to the Rec in September.

5. **Summer Day Camps:** A total of 157 children ages 3-12 have registered for weeks of camp. A few weeks are full at the Jr. Adventure Camp, but we are still taking registrations at all locations. We've hired 6 camp staff so far and are still in need of 2 Rec Leaders at the KPR Kidz Camps at the Rec and Davey. All applicants must have a High School diploma. Aramark will be providing free lunches at the Jr. Adventure and Rec Camps.

6. **Babysitter's Training:** Our next Babysitter's Training will be held on Saturday, May 18th from 9:30-3:00 in the Kent Free Library. There are 17 teens enrolled so far. Once certified, they will have the opportunity to volunteer in our Lil Learners Preschool Camp and at the Kids Night Out program.

7. **Camp Kickoff:** This event will take place at Plum Creek Park on the last day of school from 6:30-8:30 p.m. All registered campers and families are welcome. Our inflatable obstacle course will be set up, Kona Ice will be in attendance, campers will receive their field trip t-shirts and camp staff will be available to answer any questions from parents.

8. **Child Care Stabilization Grant:** We've scheduled COSI (Center of Science & Industry) to visit the Lil Learners Preschool Camp this summer during their science themed week. Kona Ice will be visiting the Rec Camp during the week of July 4th. The grant money has also been covering our rent at Davey Elementary since July 2023 and will continue through June 2024.

MARKETING / SPECIAL EVENTS REPORT - COMPLETED 5/8/24

1. **Art in the Park**
   a. Registration is now open to all artists
      i. 64 Adult artists registered for the event
      ii. 6 youth Artists registered for the event
2. **The Run That Shall Not Be Named**
   a. Main Street Kent approached us about taking over the 5K during their Wizardly Weekend
   b. We are partnering with Running Ritchies to host the race in Fred Fuller Park/Hike & Bike
   c. Race will take place Friday, July 19th in the evening
3. **City Website**
   a. Completed training
   b. Have been working through all of our pages to make sure they are good to go for the June 3rd launch date
   c. Providing a chance to update and modernize many of the pages while also making them more accessible
4. **Kent Acoustic Fest**
   a. No major updates
   b. July 27th from 1-4 PM in Fred Fuller Park
5. **Cuyahoga River Days**
   a. Youth Day – Friday, May 17th
   b. Public Day – Saturday, May 18th
   c. Cathy Ricks has done a terrific job of organizing the event once again with several community partners
6. **Marketing & Communications Internship**
   a. Carly Dowling has been hired and started earlier this week.

Parks & Recreation Board Meeting

May 16, 2024

Director's Report:

1. Master Plan Updates
2. Facility Updates
    a. Plum Creek Security Cameras
    b. Dan Smith Park
    c. Rec. Center Upgrades
3. Incidents
    a. Parties in the parks
    b. Fred Fuller
4. Community Engagement Planning
    a. Downtown
    b. Neighborhoods