



AGENDA

June 20, 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 5/16/24
- IV. Communications
 - a. Personal Appearances
 - b. Correspondence
- V. Staff Reports
 - a. Monthly Revenue Report (May)
 - b. Monthly Expenditure Report (May)
 - c. Park Report
 - d. Recreation Report
 - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

Next scheduled meeting date:

July 18, @5:30 PM

**April Board Meeting
May 16, 2024**

Board

Steve Mitchell
Jake Ferlito
Rod Moxley

Staff

Angela Manley
Megan Johns
Sam Tuttle
Oliver Wuench
Karen Magilavy

Council Liaison

Melissa Celko

CALL TO ORDER

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

COMMUNICATIONS

PERSONAL APPEARANCES

CORRESPONDENCE

STAFF REPORTS

MONTHLY REVENUE

The revenue increase is due to all the summer camp registration.

MONTHLY EXPENDITURE

We are starting to spend the grant money.

PARK REPORT

We had a big tree fall in Fred Fuller and it landed on several cars.

SPORTS REPORT

MARKETING/SPECIAL EVENTS

64 artists have registered for Art in the Park. We are running the race for Main Street Kent's Wizardly World with Running Ritchies. In June we will have a small concert at Fred Fuller Park with Food Trucks. River Day is tomorrow for the kids and Saturday for the public. Our pages are ready to go for the new city website. Oliver's new intern Carly has started.

EDUCATION DEPARTMENT REPORT

KPR kidz club and Lil Learners Preschool have more kids than last year preregistered. Megan and the staff are cleaning out Longcoy. Babysitter Training has 17 enrolled. After completion of their training they can volunteer at preschool camp and Kidz Night Out. Camp Kick-off is May 23rd. Some of the grants paid for COSI to come out to the summer camps and for Davey's rent.

DIRECTOR REPORT

- A. Sam and Angela identified and prioritized several capital projects.
 - 1. Repaving the Crain Ave section of the Hike and Bike trail.
 - 2. Artimus Park pavilion needs a new roof and the swing set moved out of the wet area.
 - 3. Trail improvement will continue at Al Lease and by the skate park.
- B. Cameras at Plum Creek are waiting on Central Maintenance to dig a trench and install a pole. The police will be able to monitor license plates.
- C. Dan Smith Park is not a city park, but Angela found information for the replacement slide and gave it to the City Manager's Office.
- D. A group was having a big party in Fred Fuller with DJ and alcohol, but a big tree fell and police and fire came out because of the tree down and everyone took off.

- E. Angela is discussing with other city departments possible joint downtown attractions for families. We want to clean up the area around the gazebo.
- F. Specific neighborhoods block parties at the smaller parks, to create community, and also movies at the different parks might be a family friendly activity.

Old Business

None

New Business

There is a neighbors dispute at the back of Plum Creek Park on Mogadore Rd. Angela will keep the board informed.

The meeting adjourned at 6:20

Revenue Budget Performance Report

Date Range 01/01/24 - 05/31/24

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	Encumbrances	YTD Transactions	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	.00	586,622.86	523,657.14	53
4102	Personal Property	2,100.00	.00	2,100.00	.00	.00	.00	2,952.28	(852.28)	141
4201	Homestead/Rollback	110,000.00	.00	110,000.00	.00	.00	.00	53,265.20	56,734.80	48
4234	Other Federally funded aid/grants	.00	.00	.00	.00	.00	.00	94,500.00	(94,500.00)	+++
4321	Subdivision Park Fee	541.00	.00	541.00	.00	.00	.00	.00	541.00	0
4514	FEE & CHARGES	235,311.00	.00	235,311.00	32,936.50	.00	.00	149,870.25	85,440.75	64
4515	Park Rentals	40,000.00	.00	40,000.00	5,455.00	.00	.00	28,810.00	11,190.00	72
4516	SPONSORSHIPS	1,838.00	.00	1,838.00	.00	.00	.00	300.00	1,538.00	16
4517	KABC REGISTRATION	12,302.00	.00	12,302.00	840.00	.00	.00	15,086.73	(2,784.73)	123
4518	KABC SPONSERS	6,703.00	.00	6,703.00	.00	.00	.00	5,030.00	1,673.00	75
4519	NON-RESIDENT FEES	23,275.00	.00	23,275.00	3,830.50	.00	.00	13,215.00	10,060.00	57
4901	Donations	5,000.00	.00	5,000.00	.00	.00	.00	8,100.00	(3,100.00)	162
4907	Miscellaneous	15,000.00	.00	15,000.00	2,660.00	.00	.00	6,221.65	8,778.35	41
4927	SACC	320,000.00	.00	320,000.00	42,250.90	.00	.00	210,115.41	109,884.59	66
	REVENUE TOTALS	\$1,882,350.00	\$0.00	\$1,882,350.00	\$87,972.90	\$0.00	\$0.00	\$1,174,089.38	\$708,260.62	62%
Program 000 - Revenue - Non-Departmental	Totals	\$1,882,350.00	\$0.00	\$1,882,350.00	\$87,972.90	\$0.00	\$0.00	\$1,174,089.38	\$708,260.62	62%
Cost Center 000 - Revenue - Non-Departmental	Totals	\$1,882,350.00	\$0.00	\$1,882,350.00	\$87,972.90	\$0.00	\$0.00	\$1,174,089.38	\$708,260.62	62%
Department 00 - Revenue - Non-Departmental	Totals	\$1,882,350.00	\$0.00	\$1,882,350.00	\$87,972.90	\$0.00	\$0.00	\$1,174,089.38	\$708,260.62	62%
Fund 106 - Recreation	Totals	\$1,882,350.00	\$0.00	\$1,882,350.00	\$87,972.90	\$0.00	\$0.00	\$1,174,089.38	\$708,260.62	
Grand Totals		\$1,882,350.00	\$0.00	\$1,882,350.00	\$87,972.90	\$0.00	\$0.00	\$1,174,089.38	\$708,260.62	

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
250251	05/02/2024	Accounts Payable	AT & T Corp.		\$28.36
250261	05/02/2024	Accounts Payable	D & K Materials Inc		\$65.84
250264	05/02/2024	Accounts Payable	East Ohio Gas Co.		\$590.96
250266	05/02/2024	Accounts Payable	Franklin Cty Historical Society/COSI		\$800.00
250270	05/02/2024	Accounts Payable	Independence Business Supply Co.		\$122.47
250272	05/02/2024	Accounts Payable	James W. Ross, Inc./Swift		\$19.90
250276	05/02/2024	Accounts Payable	Kent City Schools		\$304.82
250285	05/02/2024	Accounts Payable	Ace of Kent Enterprises LLC		\$160.19
250292	05/02/2024	Accounts Payable	Ohio Afsome Legal Care Plan		\$21.03
250293	05/02/2024	Accounts Payable	Ohio Business Machines LLC		\$40.00
250294	05/02/2024	Accounts Payable	Ohio Edison Company		\$1,192.34
250296	05/02/2024	Accounts Payable	Republic Svcs, Inc.		\$565.43
250298	05/02/2024	Accounts Payable	Running Ritchie's Inc		\$435.90
250304	05/02/2024	Accounts Payable	U.S. Foodservice, Inc		\$643.97
250313	05/09/2024	Accounts Payable	Amazon Capital Svcs., Inc.		\$331.08
250314	05/09/2024	Accounts Payable	Aris Company		\$1,113.50
250320	05/09/2024	Accounts Payable	Capital One, N.A.		\$3,731.57
250323	05/09/2024	Accounts Payable	Clapper, Finley	Referee	\$45.00
250331	05/09/2024	Accounts Payable	Daniels-Smith, Brendan	Referee/Umpire	\$60.00
250333	05/09/2024	Accounts Payable	Dugan, Brian	Referee	\$135.00
250335	05/09/2024	Accounts Payable	Faiz, Khalil	referee	\$60.00
250338	05/09/2024	Accounts Payable	Ferrell, Drew, A	Referee	\$150.00
250341	05/09/2024	Accounts Payable	Gaj, Alvonte	Referee	\$135.00
250343	05/09/2024	Accounts Payable	Gharky, Zachary	Referee	\$15.00
250349	05/09/2024	Accounts Payable	Ice Ohio LLC/Kona Ice		\$150.00
250354	05/09/2024	Accounts Payable	Kent United FC LLC		\$820.00
250356	05/09/2024	Accounts Payable	Kline & Kavali Mechanical		\$562.20
250366	05/09/2024	Accounts Payable	Moxley, Roderick Jr	Sports Instructor	\$800.00
250373	05/09/2024	Accounts Payable	PNC Bank N.A.		\$38.25
250379	05/09/2024	Accounts Payable	Rollins, Inc./Orkin, LLC		\$503.96
250380	05/09/2024	Accounts Payable	Schumann, Timothy, James	Umpire	\$50.00
250382	05/09/2024	Accounts Payable	Nat'l Ctr for Safety Initiatives		\$37.00
250383	05/09/2024	Accounts Payable	SportsPilot, Inc.		\$40.00
250386	05/09/2024	Accounts Payable	SWRH Physicians Inc		\$170.00
250389	05/09/2024	Accounts Payable	Trusco MFG Company		\$256.78
250391	05/09/2024	Accounts Payable	Vorhauer, Philip	Referee	\$45.00
250395	05/09/2024	Accounts Payable	White, Robert, Ray	Umpire	\$240.00
250396	05/09/2024	Accounts Payable	Wilson, William, K	Referee	\$40.00
250397	05/09/2024	Accounts Payable	Wollam, Garrison	Referee	\$60.00
250406	05/09/2024	Accounts Payable	Capital One, N.A.		\$139.63
250416	05/16/2024	Accounts Payable	Carter Lumber		\$278.75
250426	05/16/2024	Accounts Payable	LEAF Capital Funding LLC/LEAF		\$142.30
250460	05/23/2024	Accounts Payable	AT & T Corp.		\$4.84

Payment Register

From Payment Date: 5/1/2024 - To Payment Date: 5/31/2024

250468	05/23/2024	Accounts Payable	Cintas Corp #310		\$124.26
250476	05/23/2024	Accounts Payable	Daniels-Smith, Brendan	Referee/Umpire	\$60.00
250480	05/23/2024	Accounts Payable	Faiz, Khalil	Referee	\$45.00
250482	05/23/2024	Accounts Payable	Ferrell, Drew, A	Referee	\$150.00
250486	05/23/2024	Accounts Payable	Gaj, Alvonte	Referee	\$45.00
250489	05/23/2024	Accounts Payable	Haines, Stella	Referee	\$60.00
250493	05/23/2024	Accounts Payable	Hometown Bank		\$919.99
250494	05/23/2024	Accounts Payable	Howard, Kevin, M.	Sports Instructor	\$2,555.00
250498	05/23/2024	Accounts Payable	Century Equip.		\$130.87
250500	05/23/2024	Accounts Payable	Kent United FC LLC		\$320.00
250504	05/23/2024	Accounts Payable	Liquid Learning, Inc.		\$525.00
250507	05/23/2024	Accounts Payable	McKim, Colton	Referee	\$30.00
250517	05/23/2024	Accounts Payable	Ohio Business Machines LLC		\$155.43
250518	05/23/2024	Accounts Payable	Ohio Edison Company		\$353.15
250526	05/23/2024	Accounts Payable	Running Ritchie's Inc		\$13,339.75
250540	05/23/2024	Accounts Payable	Vorhauer, Katharina	Referee	\$135.00
250541	05/23/2024	Accounts Payable	Vorhauer, Marie	Referee	\$60.00
250542	05/23/2024	Accounts Payable	Vorhauer, Philip	Referee	\$45.00
250543	05/23/2024	Accounts Payable	Vorhauer, Sophia	Referee	\$60.00
250545	05/23/2024	Accounts Payable	Wilson, William, K	Referee	\$45.00
250546	05/23/2024	Accounts Payable	Wollam, Garrison	Referee	\$150.00
250548	05/23/2024	Accounts Payable	Jarrells, Angela	Refund	\$105.00
250557	05/30/2024	Accounts Payable	Crystal Clear Bldg Services, Inc.		\$1,056.98
250560	05/30/2024	Accounts Payable	East Ohio Gas Co.		\$318.53
250568	05/30/2024	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$59.66
250569	05/30/2024	Accounts Payable	James W. Ross, Inc./Swift		\$25.85
250570	05/30/2024	Accounts Payable	JLE Parts, Inc.		\$32.50
250586	05/30/2024	Accounts Payable	Ohio Afsome Legal Care Plan		\$20.69
250588	05/30/2024	Accounts Payable	Ohio Edison Company		\$853.20
250593	05/30/2024	Accounts Payable	Rollins, Inc./Orkin, LLC		\$275.99
250595	05/30/2024	Accounts Payable	Staples, Inc.		\$479.63
250596	05/30/2024	Accounts Payable	Trusco MFG Company		\$26.16
250601	05/30/2024	Accounts Payable	Caner, Laureen	Refund	\$90.00
Type Check Totals: 76 Transactions					\$37,798.71
A/P ZBA - Accounts Payable ZBA Totals					



Parks Report June 2024

1. The mowing is in full swing. We are getting caught up on weed eating.
2. We power washed the Dam downtown and the Artemis playground.
3. We are pruning the bike and hike trails.
4. We made a prototype root cutter for the bike and hike trail and completed the Crain Ave leg.
5. We are cleaning up graffiti as needed.
6. We helped move furniture etc. at the Rec. Center to clear for the flooring and painting. Also moved Longcoy before and after care.
7. We repaired the drainage at the Plum Creek drinking fountain.

RECREATION DEPARTMENT REPORT - (Completed 6/13/24)

1. **Summer Sports:** Our first two summer sports camps have been a success so far with 14 kids participating in Lil Riders Tennis Camp and 17 kids participating in girls' lacrosse. In the next month we will have volleyball, cheer, soccer, boys' lacrosse, and field hockey camps taking place. Riders Tennis Lessons (Monday & Wednesday) and Kent Tennis Lessons (Sundays) began on June 9th. For the current session we have 15 signed up for Riders Tennis and 29 signed up for Kent Tennis.

2. **Adult Activities:** Spring Softball Tournaments will be taking place from now until the end of the month. Summer & Fall Adult Softball leagues are still open for signups with leagues set to begin the week of July 14th. Sign ups are open for the Portage County Tennis Open for singles and doubles. These tournaments will take place in the first two weeks of August.

3. **Fall Sports:** Signups for Fall Soccer are going well as there are currently 236 kids signed up. The deadline is July 19th. Cross Country signups are expected to pick up in the next couple of weeks as we have expanded the program to add third grade.

CHILDCARE / EDUCATION REPORT: COMPLETED 6/13/24

1. **Lil Learners Preschool:** There are currently 16 preschoolers registered for the '24-'25 school year.
2. **KPR Kidz Club:** There are currently 105 schoolagers with a paid membership for the '24-'25 before/after school program.
3. **Summer Day Camps:** A total of 195 children ages 3-12 have registered for weeks of camp. Due to staffing issues, we were forced to close registration before all weeks were full. Davey & Jr. Adventure Camps started on June 3rd and Rec & Preschool started on June 10th. All camps are 8-9 weeks long. Parents and staff have been adjusting well to the new 8:30am-4:30pm Rec Camp schedule.
4. **Child Care Stabilization Grant:** All grant money has been spent for the Rec site. There is still approximately \$8,000 left to be spent at Davey and \$5,000 at the Preschool out of the total \$94,500 granted to our licensed childcare centers. The deadline for all purchases is June 30th.
5. **Kent Heritage Fest:** KPR staff will represent the department at the annual Kent Heritage Festival Downtown on Saturday, July 6th. We'll be advertising programs, employment opportunities and giveaways will be available.
6. **CPR/First Aid Training:** This training was held at the Kent Free Library just before camp began. There were 7 childcare staff in attendance who were trained by a nurse from 1st Choice CPR in N. Canton. We'll hold another training in the Fall for childcare staff, as well as for community members interested in becoming certified.
7. **Preschool Camp Volunteers:** There is a total of 9 teens volunteering in our Preschool Camp. Each volunteer was required to complete our Babysitter's Training before participating in the program.

MARKETING / SPECIAL EVENTS REPORT - COMPLETED 6/11/24

1. Art in the Park

- a. Registration is now open to all artists
 - i. 72 Adult artists registered for the event
 - ii. 12 Youth Artists registered
 - iii. Registration closes at the end of June

2. The Run That Shall Not Be Named

- a. Race will take place Friday, July 19th in the evening
- b. Registration through Running Ritchies online

3. City Website

- a. New website has officially launched
- b. Parks & Rec homepage is the most viewed page behind the City's home page
- c. Still working on cleaning up a few things

4. Kent Acoustic Fest

- a. No major updates
- b. July 27th from 1-4 PM in Fred Fuller Park

5. Cuyahoga River Days

- a. Cathy Ricks did a terrific job of organizing the event once again with several community partners
- b. Youth day was cancelled due to threats of severe weather
- c. Public day had good weather and a good turnout

6. Marketing & Communications Internship

- a. Carly, our intern, has done a great job of getting acclimated to the position
- b. Tree City Bulletin – By this meeting, we will have submitted our info for the Tree City Bulletin to the city.

Parks & Recreation Board Meeting

June 20, 2024

Director's Report:

1. Capital Project Updates
 - a. Artemis Park
 - b. Portage Hike and Bike Trail
2. OCCRRA Grant Updates - *Ohio Child Care Resource and Referral Association*
 - a. Recreation Center
 - b. Davey Elementary
 - c. Preschool
3. 2025 Budget Update
4. Climate Action Plan
 - a. Open Houses