



AGENDA

July 18, 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 6/20/24
- IV. Communications
 - a. Personal Appearances
 - b. Correspondence
- V. Staff Reports
 - a. Monthly Revenue Report (June)
 - b. Monthly Expenditure Report (June)
 - c. Park Report
 - d. Recreation Report
 - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

Next scheduled meeting date:

August 15, @5:30 PM

**June Board Meeting
June 21, 2024**

Board

Steve Mitchell
Jake Ferlito
Rod Moxley
Kathleen Wiler
Jillian Tipton

Staff

Angela Manley
Megan Johns
Karen Magilavy
Sam Tuttle

Council Liaison

Melissa Celko

CALL TO ORDER At 5:30 the meeting was called to order. Garyn and Oliver were not in attendance. The minutes were reviewed Jake made a motion to approve them. Rod seconded and all were in favor except Jillian who was not in attendance last meeting.

COMMUNICATIONS

PERSONAL APPEARANCES

Wendy DiAlesandro and Matt Copley were in attendance. Steve gave them 3 minutes to speak and requested a written statement to be emailed to Angela. There will be questions from the board when they are done. Both families have spoken with many departments; council, police, law, community development and now the park board. Their complaints are around the park property at the back of Plum Creek Park. This property is at the end of the properties on Mogadore Rd. between Cherry St and 261. Items such as trash, dogs, digging up creek bed having vehicles on Park property. Steve asked the board to wait on discussion until we get their written statements. Also, Melissa said we don't want to overstep what the Law Director is doing.

CORRESPONDENCE

STAFF REPORTS

MONTHLY REVENUE

MONTHLY EXPENDITURE The check to Running Ritchies has several invoices combined for baseball and softball.

PARK REPORT The park crew power washed the downtown dam, if you get any questions about the water not flowing over it, It is because the pump is out of order. Water Reclamation is charge of the pump not us. The section of the trail past the Crain Ave bridge has been repaired, roots have been ripped out on both sections.

SPORTS REPORT

MARKETING/SPECIAL EVENTS Artist enrollment is on track for Art in the Park. The City Website launched on June 3rd. Oliver has all our pages uploaded. The new event this year is the Acoustic Festival. Cathy did a great job on River Day. Oliver has a new intern; her name is Carly Dowling, she is working on our social media accounts and taking pictures.

EDUCATION DEPARTMENT REPORT Preschool enrollment is up to 18 kids. We will stop at 24 kids because the ratio at that age is 1:12. We have 105 memberships for before and afterschool programs. We must wait and see staffing levels to see how many we can accommodate. We have 400 kids at all our summer camps. We will have a table at the Heritage Festival. We had a CPR/First Aid class for childcare staff. Megan will run it again in the fall for new staff.

DIRECTOR REPORT

1. Artemus Park was cleaned up and the playground will be replaced. If we can remove the old swing set without bending it, we will use that at another park. The pavilion roof covered in moss was power washed. The roof will eventually be removed.
2. We have capital for trail improvements, we will continue to work on the section between Water St Brewery and Standing Rock.

3. The Rec hasn't changed for many years, the new floor paint gives it a fresh look. Davey will have 2 shade structures installed and the Preschool will have one shade structure installed by our park crew. The preschool also had plumbing and electrical upgrades.
4. The process has started for the 2025 budget. Rhonda will be attending one of our board meetings to speak about the 4 levies we have.
5. TRHS will have a open house for the Climate Action Plan; we are included for this because we will give info about trails and walking instead of driving through your neighborhoods.

Jake made motion to accept Kathleen resignation as Secretary, Rod seconded roll was called and all were in favor motion passed.

Jillian made a motion to nominate Kathleen as Vice-Chair. Jake seconded, roll was called, and all were in favor motion passed.

Steve will not be here for the next two meetings Kathleen will be acting Chair, while he is gone.

Old Business

New Business High winds knocked down a lot of big branches by Art6emus Highland and Plum Creek Parks.

The meeting adjourned at 6:40

Revenue Budget Performance Report

Date Range 01/01/24 - 06/30/24
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	15,462.50	.00	.00	165,282.75	70,028.25	70
4515	Park Rentals	40,000.00	.00	40,000.00	3,460.00	.00	.00	32,270.00	7,730.00	81
4516	SPONORSHIPS	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	8.00	.00	.00	15,094.73	(2,792.73)	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	931.00	.00	.00	14,146.00	9,129.00	61
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	206.84	.00	.00	6,428.49	8,571.51	43
4927	SACC	320,000.00	.00	320,000.00	2,788.74	.00	.00	212,904.15	107,095.85	67
REVENUE TOTALS		\$1,882,350.00	\$0.00	\$1,882,350.00	\$22,857.08	\$0.00	\$0.00	\$1,196,896.46	\$685,453.54	64%
Program 000 - Revenue - Non-Departmental Totals		\$1,882,350.00	\$0.00	\$1,882,350.00	\$22,857.08	\$0.00	\$0.00	\$1,196,896.46	\$685,453.54	64%
Cost Center 000 - Revenue - Non-Departmental Totals		\$1,882,350.00	\$0.00	\$1,882,350.00	\$22,857.08	\$0.00	\$0.00	\$1,196,896.46	\$685,453.54	64%
Department 00 - Revenue - Non-Departmental Totals		\$1,882,350.00	\$0.00	\$1,882,350.00	\$22,857.08	\$0.00	\$0.00	\$1,196,896.46	\$685,453.54	64%
Fund 106 - Recreation Totals		\$1,882,350.00	\$0.00	\$1,882,350.00	\$22,857.08	\$0.00	\$0.00	\$1,196,896.46	\$685,453.54	
Grand Totals		\$1,882,350.00	\$0.00	\$1,882,350.00	\$22,857.08	\$0.00	\$0.00	\$1,196,896.46	\$685,453.54	

City of Kent
Payment Register

From Payment Date: 6/1/2024 - To Payment Date: 6/30/2024

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
250606	06/06/2024	Accounts Payable	Acme Fresh Market		\$3.00
250607	06/06/2024	Accounts Payable	Amazon Capital Svcs., Inc.		\$233.35
250609	06/06/2024	Accounts Payable	Anderson, Bryce	Referee	\$75.00
250610	06/06/2024	Accounts Payable	Aris Company		\$626.50
250612	06/06/2024	Accounts Payable	AT & T Mobility LLC		\$343.02
250618	06/06/2024	Accounts Payable	Resurrection Painting LLC	Paid w/Grant \$\$\$	\$22,200.00
250620	06/06/2024	Accounts Payable	Charter Comm. Holdings, LLC		\$119.98
250622	06/06/2024	Accounts Payable	Clapper, Finley	Referee	\$90.00
250625	06/06/2024	Accounts Payable	Custom Shirts & Sportswear LLC		\$1,406.00
250627	06/06/2024	Accounts Payable	Daniels-Smith, Brendan	Umpire	\$150.00
250636	06/06/2024	Accounts Payable	Faiz, Khalil	Referee	\$120.00
250638	06/06/2024	Accounts Payable	Ferrell, Drew, A	Referee	\$180.00
250644	06/06/2024	Accounts Payable	Hassler, Simon	Referee	\$60.00
250646	06/06/2024	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$95.83
250648	06/06/2024	Accounts Payable	Independence Business Supply Co.		\$77.46
250652	06/06/2024	Accounts Payable	Ohio ASA		\$5,208.00
250653	06/06/2024	Accounts Payable	Kent City Schools		\$175.00
250654	06/06/2024	Accounts Payable	Kent United FC LLC		\$1,130.00
250655	06/06/2024	Accounts Payable	Khan, Simon	Referee	\$210.00
250659	06/06/2024	Accounts Payable	Leppo Inc./Leppo Equip.		\$593.16
250663	06/06/2024	Accounts Payable	Lowe's Company Inc		\$364.76
250670	06/06/2024	Accounts Payable	On Target Fencing Team		\$936.00
250686	06/06/2024	Accounts Payable	Republic Svcs of Ohio		\$382.20
250688	06/06/2024	Accounts Payable	Schumann, Timothy, James	Umpire	\$100.00
250691	06/06/2024	Accounts Payable	SWRH Physicians Inc/WRH Physicians		\$690.00
250695	06/06/2024	Accounts Payable	Vorhauer, Katharina	Referee	\$300.00
250696	06/06/2024	Accounts Payable	Vorhauer, Marie	Referee	\$195.00
250697	06/06/2024	Accounts Payable	Vorhauer, Sophia	Referee	\$165.00
250700	06/06/2024	Accounts Payable	Wilson, William, K	Referee	\$85.00
250707	06/13/2024	Accounts Payable	Access Techniques		\$12.50
250726	06/13/2024	Accounts Payable	Capital One, N.A.		\$1,072.52
250727	06/13/2024	Accounts Payable	Carter Lumber		\$83.94
250741	06/13/2024	Accounts Payable	Kent State University		\$4,560.00
250751	06/13/2024	Accounts Payable	Ace of Kent Enterprises LLC		\$118.17
250758	06/13/2024	Accounts Payable	Ohio Edison Company		\$685.09
250764	06/13/2024	Accounts Payable	Rollins, Inc./Orkin, LLC		\$214.97
250770	06/13/2024	Accounts Payable	Nat'l Ctr for Safety Initiatives		\$18.50
250771	06/13/2024	Accounts Payable	SportsPilot, Inc.		\$40.00
250772	06/13/2024	Accounts Payable	Staples Contract & Com'l LLC		\$387.72
250780	06/13/2024	Accounts Payable	Xiaoyi, Sun	Refund	\$500.00
250788	06/20/2024	Accounts Payable	Akron Zoological Park		\$241.00
250793	06/20/2024	Accounts Payable	AT & T Corp.		\$4.45
250795	06/20/2024	Accounts Payable	Butcher, Alisen, K.	Sports Camp Instructor	\$425.00

City of Kent
Payment Register

From Payment Date: 6/1/2024 - To Payment Date: 6/30/2024

250797	06/20/2024	Accounts Payable	Cintas Corp #310		\$207.10
250800	06/20/2024	Accounts Payable	Covington/1st Choice CPR, Lori, L.		\$576.00
250803	06/20/2024	Accounts Payable	Custom Shirts & Sportswear LLC		\$645.00
250805	06/20/2024	Accounts Payable	Daniels-Smith, Brendan	Umpire	\$50.00
250811	06/20/2024	Accounts Payable	Five Star Registration System, LLC		\$2,500.00
250824	06/20/2024	Accounts Payable	Century Equip.	Paid by Insurance \$	\$5,397.15
250827	06/20/2024	Accounts Payable	Kent Area Chamber of Commerce		\$25.00
250829	06/20/2024	Accounts Payable	Kent United FC LLC		\$2,110.00
250835	06/20/2024	Accounts Payable	Livecchi, Theresa	Sports Camp Instructor	\$140.00
250836	06/20/2024	Accounts Payable	LRR Bowl Ltd/Kent Lanes		\$216.00
250841	06/20/2024	Accounts Payable	Ohio Edison Company		\$299.94
250852	06/20/2024	Accounts Payable	Sam's Club		\$182.81
250853	06/20/2024	Accounts Payable	Schumann, Timothy, James	Umpire	\$50.00
250854	06/20/2024	Accounts Payable	Shiu, Sheila	Sports Camp Instructor	\$140.00
250855	06/20/2024	Accounts Payable	Tri-Bec LLC/Birdie Shack		\$449.50
250856	06/20/2024	Accounts Payable	Uline, Inc.	Paid w/Grant \$\$\$	\$1,812.93
250862	06/20/2024	Accounts Payable	Mitchen, Shayna	Refund	\$312.00
250873	06/27/2024	Accounts Payable	AT & T Corp.		\$2.38
250881	06/27/2024	Accounts Payable	Charter Comm. Holdings, LLC		\$119.98
250886	06/27/2024	Accounts Payable	Custom Shirts & Sportswear LLC		\$120.00
250900	06/27/2024	Accounts Payable	Hometown Bank		\$3,638.62
250906	06/27/2024	Accounts Payable	Kent City Schools		\$444.00
250908	06/27/2024	Accounts Payable	Leppo Inc./Leppo Equip.		\$574.00
250918	06/27/2024	Accounts Payable	Ohio Edison Company		\$1,456.58
250929	06/27/2024	Accounts Payable	Portage County Treasurer		\$1,336.55
250933	06/27/2024	Accounts Payable	Republic Svcs of Ohio		\$377.97
250938	06/27/2024	Accounts Payable	Sherwin Williams-Stow		\$81.24
250949	06/27/2024	Accounts Payable	Kish, Shannon	Refund	\$163.00
250950	06/27/2024	Accounts Payable	Swartout, Lisa	Refund	\$335.00
Type Check Totals:		72 Transactions			\$68,440.87
A/P ZBA - Accounts Payable ZBA Totals					



Parks Report July 2024

1. Mowing is starting to slow down.
2. We had to clean up a few trees from the storms in Plum Creek and Highland.
3. We are cleaning and touch up painting the park signs.
4. We cleaned up after the fireworks on Kramer 3.
5. We replaced more boards on the boardwalk behind Water Rec.
6. We are pruning all Parks and Trails.
7. Park usage has been heavy. We are doing trash daily in high use areas. Especially Tannery and boat ramp.

RECREATION DEPARTMENT REPORT - (Completed 7/11/24)

1. **Summer Sports:** We have completed camps for volleyball (61 participants), cheer (14 participants), soccer (101 participants), and boys' lacrosse (10 participants). Camps still to take place include field hockey and swimming. Riders Tennis Lessons (Monday & Wednesday) and Kent Tennis Lessons (Sundays) began on June 9th. For the current session we have 16 signed up for Riders Tennis and 23 signed up for the next session of Kent Tennis.

2. **Adult Activities:** Summer & Fall Adult Softball leagues are still open for signups with leagues set to begin the week of July 14th for summer. 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 278 kids signed up. The deadline is July 19th. Cross Country signups are ongoing.

CHILDCARE / EDUCATION REPORT: COMPLETED 7/11/24

1. **Lil Learners Preschool:** There are currently 18 preschoolers registered for the '24-'25 school year.
2. **KPR Kidz Club:** There are currently 109 school agers with a paid membership for the '24-'25 before/after school program.
3. **Summer Day Camps:** The campers have been swimming at RHS and KSU; biking to Katie's Korner; walking to Fred Fuller, Plum Creek, Popped and the Kent Free Library; volunteering at Kent Social Services; maintaining the Rec's community garden; and kayaking and hiking along the Cuyahoga River!
4. **KPD Visits:** Officers will visit the preschool and day camps to witness the campers practice their lockdown drills this month.
5. **Before/After School Positions:** We have positions available at both of our KPR Kidz Club locations at the Kent Rec and Davey starting August 21st. Interviews started this week and will continue until all positions are filled.

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

1. **Art in the Park**
 - a. Registration closed for adult artists
 - b. Youth registration open through end of July
 - i. 83 Adult artists registered for the event
 - ii. 17 Youth Artists registered
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
 - c. Over 160 registered as of 7/8
3. **City Website**
 - a. New website has officially launched
 - b. Parks & Rec homepage is the most viewed page behind the City's home page
4. **Kent Acoustic Fest**
 - a. Working on securing new food vendor
 - b. July 27th from 1-4 PM in Fred Fuller Park
5. **Marketing & Communications Internship**
 - a. Video series

Parks & Recreation Board Meeting

July 18, 2024

Director's Report:

1. Plum Creek Property Update
2. KSU Partnership Meeting
3. 2025 Budget Update
4. Climate Action Plan
 - a. July 9th Open House