



AGENDA

April 17, 2025

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 3/20/25
- IV. Communications
 - a. Personal Appearances
 - b. Correspondence
- V. Staff Reports
 - a. Monthly Revenue Report (March)
 - b. Monthly Expenditure Report (March)
 - c. Park Report
 - d. Recreation Report
 - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

Next scheduled meeting date:

May 15th, @5:30 PM

**January Board Meeting
March 20, 2024**

Board

Kathleen Wiler
Rod Moxley
Jake Ferlito
Jillian Tipton

Staff

Angela Manley
Megan Johns
Karen Magilavy
Oliver Wuensch
Garyn Daniels

Council Liaison

Melissa Celko

Meeting Start 5:30 Kathleen called the meeting order. Steve was not in attendance. Jillian made a motion to accept January's minutes. There was no meeting in February. Jake seconded and all were in favor and motion passed unanimously.

COMMUNICATIONS

PERSONAL APPEARANCES

CORRESPONDENCE February Trinity Lutheran Church donated to the KPR Kids Club. March final insurance payment for Ventrac.

STAFF REPORTS

MONTHLY REVENUE February includes property tax payment. March no questions.

MONTHLY EXPENDITURE February does include payments from 2024. March Angela included descriptions where needed

PARK REPORT Porta Pots have been delivered to Kramer, the restrooms cannot be opened yet. The crew repaired sod and turf. DePeyster field has drainage issues Sam is looking for solutions. Davey Tree will be trimming trees that are blocking lights at Kramer. They will schedule work at Fred Fuller.

SPORTS REPORT KYBS enrollment has increased. Track has 90 enrolled. Moxx 101 is full. We have a new adult soccer league starting. Goalkeeper training has started.

EDUCATION DEPARTMENT REPORT There are 98 in the KPR Kidz Club. The waiting list was reduced. Megan was able to offer Spring Break care on Monday, Tuesday, and Wednesday. Kim Pischera the Preschool Administrator, is retiring at the end of the school year. The Preschool Rec Leader will move into that spot and Megan will hire a new Preschool Rec Leader. CPR and First Aid had 9 enrolled.

MARKETING/SPECIAL EVENTS Rays Place has agreed to sponsor the Adult Egg Scramble. We have a church group helping with the youth egg hunt. The River Day grant equipment has been received. This summer we will have the Wizard 5k and Acoustic Fest again. 62 Art in the Park previous artist have returned. We have 6 new applicants in 3 days. Food Vendors and Youth artist application are out. The City Job Fair is looking for a new location. Oliver has started internship interviews

DIRECTOR REPORT

1. Chair and Vice Chair will need to be elected. Last election no secretary was appointed because Karen will continue to take the minutes. Jake nominated Kathleen for Chair, Rod seconded and all were in favor. Motion passed unanimously. Jake nominated Jillian as Vice Chair, Rod seconded and all were in favor. Motion passed unanimously.

2. OPRA conference for staff was such a great education experience and an opportunity to network with other Ohio agencies.

3&4 The master plan was completed several years ago. P&R doesn't have the cash needed for projects. Angela is to have a workshop to put projects in priority order. Maintenance of existing facilities needs to be included. We will need to get B&F and the City Manager with the council to talk about funding possibilities. At the next meeting bring priorities listed in order.

Old Business None

New Business The non-profit group hosting a 5k has requested the 50% reduction for the pavilion rentals per Special Event Policy. Rod made a motion to approve the request and Jillian seconded, all were in favor and motion passed unanimously.

The meeting was adjourned at 6:15

Revenue Budget Performance Report

Date Range 01/01/25 - 03/31/25

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	1,082,242.00	.00	1,082,242.00	139,150.16	.00	.00	320,407.61	761,834.39	30
4102	Personal Property	3,000.00	.00	3,000.00	.00	.00	.00	.00	3,000.00	0
4201	Homestead/Rollback	147,000.00	.00	147,000.00	.00	.00	.00	.00	147,000.00	0
4321	Subdivision Park Fee	500.00	.00	500.00	.00	.00	.00	500.00	.00	100
4514	FEE & CHARGES	253,000.00	.00	253,000.00	19,933.75	.00	.00	75,763.25	177,236.75	30
4515	Park Rentals	54,000.00	.00	54,000.00	5,360.00	.00	.00	12,111.00	41,889.00	22
4516	SPONSORSHIPS	6,100.00	.00	6,100.00	.00	.00	.00	.00	6,100.00	0
4517	KABC REGISTRATION	22,000.00	.00	22,000.00	2,812.50	.00	.00	12,946.25	9,053.75	59
4518	KABC SPONSERS	5,300.00	.00	5,300.00	2,640.00	.00	.00	2,640.00	2,660.00	50
4519	NON-RESIDENT FEES	21,000.00	.00	21,000.00	2,150.00	.00	.00	5,614.50	15,385.50	27
4901	Donations	8,800.00	.00	8,800.00	2,400.00	.00	.00	3,900.00	4,900.00	44
4907	Miscellaneous	8,300.00	.00	8,300.00	16,853.00	.00	.00	17,382.27	(9,082.27)	209
4927	SACC	335,000.00	.00	335,000.00	55,678.30	.00	.00	119,921.13	215,078.87	36
REVENUE TOTALS										
Program 000 - Revenue - Non-Departmental Totals		\$1,946,242.00	\$0.00	\$1,946,242.00	\$246,977.71	\$0.00	\$0.00	\$571,186.01	\$1,375,055.99	29%
Cost Center 000 - Revenue - Non-Departmental Totals		\$1,946,242.00	\$0.00	\$1,946,242.00	\$246,977.71	\$0.00	\$0.00	\$571,186.01	\$1,375,055.99	29%
Department 00 - Revenue - Non-Departmental Totals		\$1,946,242.00	\$0.00	\$1,946,242.00	\$246,977.71	\$0.00	\$0.00	\$571,186.01	\$1,375,055.99	29%
Fund 106 - Recreation Totals		\$1,946,242.00	\$0.00	\$1,946,242.00	\$246,977.71	\$0.00	\$0.00	\$571,186.01	\$1,375,055.99	
Grand Totals										
Grand Totals		\$1,946,242.00	\$0.00	\$1,946,242.00	\$246,977.71	\$0.00	\$0.00	\$571,186.01	\$1,375,055.99	

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
253733	03/06/2025	Accounts Payable	AT & T Corp.		\$31.11
253748	03/06/2025	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$55.94
253751	03/06/2025	Accounts Payable	James W. Ross, Inc./Swift		\$9.95
253753	03/06/2025	Accounts Payable	Kent City Schools		\$175.00
253763	03/06/2025	Accounts Payable	Ohio Afsome Legal Care Plan		\$19.66
253764	03/06/2025	Accounts Payable	Ohio Business Machines LLC		\$161.49
253765	03/06/2025	Accounts Payable	Ohio Edison Company		\$630.38
253767	03/06/2025	Accounts Payable	PNC Bank N.A.		\$58.42
253774	03/06/2025	Accounts Payable	Signal Systems, Inc		\$57.69
253776	03/06/2025	Accounts Payable	SWRH Physicians Inc/WRH Physicians		\$300.00
253781	03/06/2025	Accounts Payable	Awin-ongya, Aveah	Refund	\$50.00
253782	03/06/2025	Accounts Payable	Stahle, Christine	Refund	\$240.00
253790	03/13/2025	Accounts Payable	Lowe's Company Inc		\$75.18
253791	03/13/2025	Accounts Payable	Capital One, N.A.		\$479.70
253793	03/13/2025	Accounts Payable	Cintas Corp #310		\$165.68
253799	03/13/2025	Accounts Payable	Amazon Capital Svcs., Inc.		\$1,355.05
253803	03/13/2025	Accounts Payable	Aris Company		\$109.50
253804	03/13/2025	Accounts Payable	Bailey, Jaxon, Ryan	Referee	\$60.00
253806	03/13/2025	Accounts Payable	Best Truck Equipment Inc		\$2,227.96
253825	03/13/2025	Accounts Payable	Crystal Clear Bldg Services, Inc.		\$1,056.98
253839	03/13/2025	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$40.76
253842	03/13/2025	Accounts Payable	Independence Business Supply Co.		\$183.38
253848	03/13/2025	Accounts Payable	Kent State University		\$600.00
253849	03/13/2025	Accounts Payable	Kent State University		\$800.00
253859	03/13/2025	Accounts Payable	McPeak, Boe, Hunter	Referee	\$120.00
253877	03/13/2025	Accounts Payable	Republic Svcs, Inc.		\$192.66
253878	03/13/2025	Accounts Payable	Rollins, Inc./Orkin, LLC		\$241.00
253885	03/13/2025	Accounts Payable	Summit Umpires		\$1,008.00
253886	03/13/2025	Accounts Payable	SportsPilot, Inc.		\$40.00
253887	03/13/2025	Accounts Payable	St. Patrick Church		\$1,040.00
253899	03/13/2025	Accounts Payable	U.S. Post Office		\$292.00
253905	03/13/2025	Accounts Payable	Awin-ongya, Fellatu	Refund	\$50.00
253906	03/13/2025	Accounts Payable	Hocevar, Christine	Refund	\$90.00
253919	03/28/2025	Accounts Payable	Aris Company		\$279.00
253921	03/28/2025	Accounts Payable	AT & T Corp.		\$71.37
253922	03/28/2025	Accounts Payable	AT & T Mobility LLC		\$686.40
253936	03/28/2025	Accounts Payable	Charter Comm. Holdings, LLC		\$119.99
253941	03/28/2025	Accounts Payable	Ciolek, Katlyn	Referee	\$150.00
253942	03/28/2025	Accounts Payable	Ciolek, Liliana	Referee	\$150.00
253945	03/28/2025	Accounts Payable	1st Choice CPR		\$549.00
253947	03/28/2025	Accounts Payable	Crystal Clear Bldg Services, Inc.		\$1,056.98
253951	03/28/2025	Accounts Payable	Custom Shirts & Sportswear LLC		\$1,351.00
253968	03/28/2025	Accounts Payable	Independence Business Supply Co.		\$44.04

Payment Register

From Payment Date: 3/1/2025 - To Payment Date: 3/31/2025

253971	03/28/2025	Accounts Payable	Kent City Schools	\$175.00
253986	03/28/2025	Accounts Payable	Neobaseball, Ltd	\$1,680.00
253992	03/28/2025	Accounts Payable	Ohio Business Machines LLC	\$99.36
253993	03/28/2025	Accounts Payable	Ohio Edison Company	\$374.41
254003	03/28/2025	Accounts Payable	Republic Svcs, Inc.	\$386.94
254005	03/28/2025	Accounts Payable	Running Ritchie's Inc	\$2,692.70
254009	03/28/2025	Accounts Payable	Summit Umpires	\$400.00
254015	03/28/2025	Accounts Payable	Sunbelt Rentals Inc	\$257.29
254032	03/27/2025	Accounts Payable	Ace of Kent Enterprises LLC	\$9.59
254033	03/27/2025	Accounts Payable	Hometown Bank	\$2,606.54
Type Check Totals: 53 Transactions				\$25,157.10

A/P ZBA - Accounts Payable ZBA Totals



Parks Report April 2025

1. Restrooms are open.
2. Ballfields have been worked up and dirt added as needed.
3. We began mowing all the parks.
4. All parks are open, we have winter clean up in most of them finished.
5. We have placed out all picnic tables throughout the parks.
7. Porta pots have been delivered; Aris company is our vendor this year.
8. All soccer fields are ready for play.
9. We had to close Bike and Hike trail by Tannery and Water Treatment due to high water.
10. We patched and shingled Kramer 3 first base dugout.

RECREATION DEPARTMENT REPORT - *(Completed 4/15/2025)*

1. Spring Sports

- a. Youth Sports: Games have begun for youth soccer, baseball, and softball. Meets will also be beginning for track on 4/26.
- b. Moxx 101 Basketball: Moxx basketball has begun with 34 participants. We will start taking Moxx 3 on 3 signups.
- c. Youth summer sports camps are now open for signups.

2. Adult Recreation

- a. Games have begun for adult softball and adult soccer.

CHILDCARE / EDUCATION REPORT - *(Completed 4/10/25)*

1. **'24-'25 KPR Kidz Club:** There are currently 95 schoolagers enrolled in the '24-'25 before/after school program, with 9 still on the Rec PM waitlist (2 Longcoy / 6 Holden / 1 Walls).

<i>March Enrollment:</i>	<i>April Enrollment:</i>
DAVEY AM: 21 PM: 33	DAVEY AM: 20 PM: 33
REC AM: 19 PM: 40	REC AM: 19 PM: 39
2. **'24-'25 KPR Lil Learners Preschool:** Program continues to be full for the school year.
3. **Kids Night Out:** There were 20 children enrolled in our April Kid's Night Out program. May's date will be Saturday, May 3rd with a "Night at the Races" theme. Children ages 4-11 years old are welcome.
4. **Early Summer Camp Registration:** All camps opened to the public on April 1st! Over \$18,000 was collected in camp fees on this day, while 13 new families registered for camp. We currently have 105 schoolagers attending a week or more of camp, along with 26 preschoolers.
5. **Babysitter's Training:** The last training before summer will be held at the Kent Free Library on Saturday, May 3rd. Once certified, the teens can volunteer in our KPR childcare programs. There were 18 teens in last month's training, and a few have already applied to volunteer at our Preschool Camp.
6. **'25-'26 KPR Childcare Registration:** Next school year's KPR Kidz Club early registration will begin for current families on April 17th. The \$10 registration fee will ensure priority enrollment in the order it's received. Spaces are limited and will be determined no later than August 4th. Families enrolling on or after May 1st will be placed on a waitlist when registering. Lil Learners Preschool will have the same registration dates and will continue until full.

MARKETING / SPECIAL EVENTS REPORT - (Completed 4/8/25)

1. 2025 Events

- a. Adult Egg Scramble – Apr 18th
 - i. Registration Still Open
- b. Youth Egg Hunt – Apr 19th
 - i. Bridge Bible Church volunteers
- c. Cuyahoga River Days – May 16th & 17th
- d. Acoustic Fest – July 26th
- e. Wizardly 5K – July 18th
- f. Art in the Park – Sept 6th & 7th
 - i. 71 registered (4/8)
 - ii. Youth artist registration and Food Vendor registration open
- g. Tree City Turkey Trot - Nov 27th

2. Marketing & Communications

- a. Monthly Newsletters

3. Internship

- a. Should have the position offered by the Board Meeting

4. Potential Partnerships with MSK and others

- a. Youth Art Exhibit - Art & Wine/Art in the Park
- b. City Job Fair

Parks & Recreation Board Meeting

April 17, 2025

Director's Report:

1. Middlebury Bike Trail
2. Davey Arboretum
3. Safety Town Update
4. Heimann Donation Proposal
5. Project Priorities