



## AGENDA

January 15, 2026

*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 12/18/25
- IV. Communications
  - a. Personal Appearances
  - b. Correspondence
- V. Staff Reports
  - a. Monthly Revenue Report (December)
  - b. Monthly Expenditure Report (December)
  - c. Park Report
  - d. Recreation Report
  - e. Director Report
- VI. Old Business
- VII. New Business
- VIII. Motion to Adjourn

*Next scheduled meeting date:*

*February 19<sup>th</sup>, 5:30 PM*

**November Board Meeting  
December 18, 2025**

Board

Jake Ferlito  
Steve Mitchel  
Rod Moxley

Staff

Angela Manley  
Sam Tuttle  
Megan Johns  
Karen Magilavy

Council Liaison

Meeting Start 5:30 the meeting was called to order and roll was called. Melissa, Kathleen, Jillian, Garyn and Oliver were not in attendance. Steve moved to accept November's minutes. Rod seconded and all were in favor. The motion passed unanimously.

**COMMUNICATIONS**

PERSONAL APPEARANCES

CORRESPONDENCE 2 memorial donation for Bruce Vasbinder. Baseball dug out waiting on bids.

**STAFF REPORTS**

MONTHLY REVENUE

MONTHLY EXPENDITURE

PARK REPORT 500 Middlebury is getting cleaned out.

REC REPORT Spring sports registration will open January 5<sup>th</sup> We will be offering Volleyball and chess in 2026.

EDUCATION DEPARTMENT REPORT Childcare numbers are steady, staff is doing a great job. Preschool can take vouchers beginning in 2026. We are still taking enrollment for Winter Wonderland. There is a Babysitter Training in January

MARKETING/SPECIAL EVENTS The Turkey Trot was very smooth, but cold. We had 1005 paid entries.

DIRECTOR REPORT

1. Council approved the 2026 budget.
2. The land transfer has been completed for Fishcreek Property and it closed on December 4, 2025. This donation is 3.5 acres. It is across from Sam's office.
3. The ODNR trout stocking agreement has been finalized.
4. Memorial Donation discussed in correspondence.
5. Our Facebook posting with the start of the Turkey Trot had a lot of views.
6. The Law Director is checking into selling 500 Middlebury. She needs to check codes and requirements.

6:15 Motion was made to adjourn.

Meeting adjourned at 6:15.

TO: Dave Ruller  
FROM: Angela Manley, Parks and Recreation Director  
DATE: January 5, 2026  
RE: Kent Parks and Recreation Donation

The Kent Parks & Recreation Department has received the following donation to be used for "unrestricted" purposes by Kent Parks and Recreation:

Henry V. and Frances W. Christenson Charitable Foundation - \$1,500.00

The check has been forwarded to Budget and Finance and will be held until Council formally accepts the donation. Please request the necessary authorization from City Council to accept this donation and to allow Budget & Finance to appropriate the same amount to this account number (106-03-53-301-7420) in the Parks & Recreation Fund. Your attention to this matter is greatly appreciated!

CC:  
Budget & Finance  
Clerk of Council  
Kent Parks & Recreation Board

# Revenue Budget Performance Report

Date Range 01/01/25 - 12/31/25  
 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
<b>Fund 106 - Recreation</b>										
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	.00	.00	1,126,127.43	(43,885.43)	104	
4102	Personal Property	3,000.00	.00	3,000.00	.00	.00	2,794.66	205.34	93	
4201	Homestead/Rollback	147,000.00	.00	147,000.00	.00	.00	104,489.90	42,510.10	71	
4321	Subdivision Park Fee	500.00	.00	500.00	.00	.00	1,000.00	(500.00)	200	
4514	FEE & CHARGES	253,000.00	50,000.00	303,000.00	19,486.31	.00	232,081.89	70,918.11	77	
4515	Park Rentals	54,000.00	.00	54,000.00	2,035.00	.00	42,908.50	11,091.50	79	
4516	SPONSORSHIPS	6,100.00	.00	6,100.00	.00	.00	5,000.00	1,100.00	82	
4517	KABC REGISTRATION	22,000.00	.00	22,000.00	.00	.00	16,969.75	5,030.25	77	
4518	KABC SPONSERS	5,300.00	.00	5,300.00	680.00	.00	4,695.00	605.00	89	
4519	NON-RESIDENT FEES	21,000.00	.00	21,000.00	784.00	.00	18,418.50	2,581.50	88	
4820	Sale of Assets	.00	.00	.00	.00	.00	8,835.00	(8,835.00)	+++	
4901	Donations	8,800.00	.00	8,800.00	.00	.00	3,900.00	4,900.00	44	
4907	Miscellaneous	8,300.00	.00	8,300.00	250.28	.00	22,897.63	(14,597.63)	276	
4927	SACC	335,000.00	100,000.00	435,000.00	21,291.75	.00	351,178.54	83,821.46	81	
	REVENUE TOTALS	\$1,946,242.00	\$150,000.00	\$2,096,242.00	\$44,527.34	\$0.00	\$1,941,296.80	\$154,945.20	93%	
Program 000 - Revenue - Non-Departmental	Totals	\$1,946,242.00	\$150,000.00	\$2,096,242.00	\$44,527.34	\$0.00	\$1,941,296.80	\$154,945.20	93%	
Cost Center 000 - Revenue - Non-Departmental	Totals	\$1,946,242.00	\$150,000.00	\$2,096,242.00	\$44,527.34	\$0.00	\$1,941,296.80	\$154,945.20	93%	
Department 00 - Revenue - Non-Departmental	Totals	\$1,946,242.00	\$150,000.00	\$2,096,242.00	\$44,527.34	\$0.00	\$1,941,296.80	\$154,945.20	93%	
Fund 106 - Recreation	Totals	\$1,946,242.00	\$150,000.00	\$2,096,242.00	\$44,527.34	\$0.00	\$1,941,296.80	\$154,945.20	93%	
Grand Totals		\$1,946,242.00	\$150,000.00	\$2,096,242.00	\$44,527.34	\$0.00	\$1,941,296.80	\$154,945.20		

# Payment Register

From Payment Date: 12/1/2025 - To Payment Date: 12/31/2025

Number	Date	Source	Payee Name	Function	Transaction Amount
A/P ZBA - Accounts Payable ZBA					
<u>Check</u>					
256774	12/04/2025	Accounts Payable	Aris Company, LLC		\$1,069.50
256775	12/04/2025	Accounts Payable	AT & T Corp.		\$28.70
256776	12/04/2025	Accounts Payable	AT & T Corp.		\$40.19
256780	12/04/2025	Accounts Payable	Boyd, Marcus	Referee	\$75.00
256786	12/04/2025	Accounts Payable	Crystal Clear Bldg Services, Inc.		\$2,496.64
256793	12/04/2025	Accounts Payable	Independence Business Supply, Inc.		\$114.81
256803	12/04/2025	Accounts Payable	Kent United FC LLC	Referee	\$240.00
256814	12/04/2025	Accounts Payable	McPeak, Boe, Hunter	Referee	\$45.00
256816	12/04/2025	Accounts Payable	Acquisition Inc./MES Service Co., LLC		\$760.00
256822	12/04/2025	Accounts Payable	Ohio Afscome Legal Care Plan		\$18.97
256824	12/04/2025	Accounts Payable	Ohio Edison Company		\$1,347.45
256857	12/11/2025	Accounts Payable	Capital One, N.A.		\$174.90
256858	12/11/2025	Accounts Payable	Cintas Corp No. 2		\$165.68
256866	12/11/2025	Accounts Payable	Amazon Capital Svcs., Inc.		\$379.24
256871	12/11/2025	Accounts Payable	AT & T Mobility LLC		\$384.82
256878	12/11/2025	Accounts Payable	City of Kent/Vehicle Mnt Div.		\$1,186.00
256891	12/11/2025	Accounts Payable	Hartville Hardware Inc.		\$537.20
256892	12/11/2025	Accounts Payable	HHP Holding Co., LLC/Hungry Howie's		\$152.81
256897	12/11/2025	Accounts Payable	James W. Ross, Inc./Swift		\$19.90
256901	12/11/2025	Accounts Payable	Kent Area Chamber of Commerce		\$75.00
256903	12/11/2025	Accounts Payable	Kent City Schools		\$48.00
256904	12/11/2025	Accounts Payable	Kent State University		\$2,050.00
256917	12/11/2025	Accounts Payable	Ohio Business Machines LLC		\$59.55
256920	12/11/2025	Accounts Payable	Pagefreezer Software Inc.		\$398.67
256922	12/11/2025	Accounts Payable	PNC Bank N.A.		\$11.99
256928	12/11/2025	Accounts Payable	Republic Svcs, Inc.		\$453.90
256929	12/11/2025	Accounts Payable	Rollins, Inc./Orkin, LLC		\$241.00
256935	12/11/2025	Accounts Payable	Sherwin Williams-Stow		\$81.24
256937	12/11/2025	Accounts Payable	SportsPilot, Inc.		\$40.00
256946	12/11/2025	Accounts Payable	U.S. Foodservice, Inc		\$14.75
256958	12/18/2025	Accounts Payable	AT & T Corp.		\$72.87
256959	12/18/2025	Accounts Payable	AT & T Corp.		\$26.40
256962	12/18/2025	Accounts Payable	Bailey, Jaxon, Ryan	Referee	\$150.00
256963	12/18/2025	Accounts Payable	Boyd, Marcus	Referee	\$75.00
256969	12/18/2025	Accounts Payable	Crystal Clear Bldg Services, Inc.		\$1,208.43
256984	12/18/2025	Accounts Payable	Independence Business Supply, Inc.		\$185.60
256986	12/18/2025	Accounts Payable	Kent United FC LLC	Referee	\$120.00
256992	12/18/2025	Accounts Payable	McPeak, Boe, Hunter	Referee	\$30.00
257000	12/18/2025	Accounts Payable	Ohio Edison Company		\$341.31
257009	12/18/2025	Accounts Payable	Running Ritchie's Inc		\$1,253.10
257013	12/18/2025	Accounts Payable	Spangler, Robert, H	Referee	\$819.00
257014	12/18/2025	Accounts Payable	Sports Facilities Group, Inc.		\$540.72
257017	12/18/2025	Accounts Payable	SWRH Physicians Inc		\$60.00

# Payment Register

From Payment Date: 12/1/2025 - To Payment Date: 12/31/2025

257020	12/18/2025	Accounts Payable	Vorhauer, Marie	<i>Referee</i>	\$280.00
257022	12/18/2025	Accounts Payable	W.W. Grainger, Inc./Grainger		\$54.97
257025	12/18/2025	Accounts Payable	Williams, Devante	<i>Referee</i>	\$45.00
257031	12/18/2025	Accounts Payable	Hometown Bank		\$2,172.72
257052	12/24/2025	Accounts Payable	Greer Heating & Air Conditioning, Inc.		\$75.00
257054	12/24/2025	Accounts Payable	Independenc Business Supply, Inc.		\$105.44
257055	12/24/2025	Accounts Payable	Kent City Schools		\$211.50
257062	12/24/2025	Accounts Payable	Ohio Edison Company		\$81.80
257072	12/24/2025	Accounts Payable	East Ohio Gas Co/Enbridge Gas Ohio		\$1,501.41
257082	12/31/2025	Accounts Payable	AT & T Corp.		\$39.99
257083	12/31/2025	Accounts Payable	AT & T Corp.		\$28.70
257084	12/31/2025	Accounts Payable	AT & T Corp.		\$0.52
257085	12/31/2025	Accounts Payable	AT & T Mobility		\$499.38
257100	12/31/2025	Accounts Payable	Century Equip.		\$601.24
257116	12/31/2025	Accounts Payable	Ohio Edison Company		\$1,984.39
257125	12/31/2025	Accounts Payable	East Ohio Gas Co/Enbridge Gas Ohio		\$42.93
257130	12/31/2025	Accounts Payable	Boyd, Marcus	<i>Referee</i>	\$150.00
257132	12/31/2025	Accounts Payable	Independence Business Supply, Inc.		\$82.95
257133	12/31/2025	Accounts Payable	Kent United FC LLC	<i>Referee</i>	\$270.00
257134	12/31/2025	Accounts Payable	McPeak, Boe, Hunter	<i>Referee</i>	\$75.00
257135	12/31/2025	Accounts Payable	Spangler, Robert, H	<i>Referee</i>	\$378.00
257140	12/31/2025	Accounts Payable	Vorhauer, Marie	<i>Referee</i>	\$100.00
257142	12/31/2025	Accounts Payable	Williams, Devante	<i>Referee</i>	\$45.00
257144	12/31/2025	Accounts Payable	Synchrony Bank (Lowe's prox)		\$449.00
Type Check Totals:		67 Transactions			<u>\$26,868.28</u>
A/P ZBA - Accounts Payable ZBA Totals					



## **Parks Report January 2026**

1. We rebuilt 80 feet of retaining wall along the boardwalk.
2. We have all picnic tables in the shelters for the winter.
3. We cut up multiple trees from the wind across the trail.
4. Snow removal as needed.
5. We are doing some winter pruning in various parks.
6. We continue to clean graffiti as needed.
7. We repaired part of the stairs to the river on the north side of the main street bridge.

## RECREATION DEPARTMENT REPORT- (Completed 1/8/2026)

### 1. Winter Sports & Activities

- a. **Youth Wrestling:** Our youth wrestlers will be participating in the Portage County League Tournament on Saturday, January 17<sup>th</sup> at Ravenna. They will be preparing for GlenOak Sectionals on Sunday, February 1<sup>st</sup>.
- b. **Youth Basketball:** 1<sup>st</sup>/2<sup>nd</sup> grade teams have begun official practices with first games being on Saturday, January 31<sup>st</sup>. All youth players will also be attending the Roosevelt Basketball Youth Nights (Boys on 1/9 & Girls on 1/21) this month. Also, over 300 kids attended the Kent State Basketball Doubleheader on Saturday, January 3<sup>rd</sup> thanks to the discounted tickets that Kent State provided for Parks and Recreation youth basketball players.
- c. **Fencing:** Session 1 began on Saturday, January 3<sup>rd</sup> with 13 participants signed up. Signups for session 2, which starts February 21<sup>st</sup>, are now open for anyone ages 7 & up including adults.
- d. **Winter Youth Lacrosse:** Lacrosse clinics started on Monday, January 10<sup>th</sup> with 10 participants signed up in grades 3<sup>rd</sup>-8<sup>th</sup>.
- e. **Winter Field Hockey:** The winter field hockey clinic starts on Sunday, January 11<sup>th</sup> for girls in grades 1<sup>st</sup>-12<sup>th</sup>. Currently, there are 31 girls signed up.
- f. **Winter Cheer Clinic:** The youth cheer clinic will start on Sunday, January 11<sup>th</sup> for girls in grades 4<sup>th</sup>-8<sup>th</sup>.
- g. **Sunday Chess Classes:** Signups are still open for session 1 of our new Sunday Chess Classes for grades 1<sup>st</sup>-12<sup>th</sup>. Classes will start Sunday, January 18<sup>th</sup> at the Recreation Center.
- h. **Youth Futsal:** Signups for the second session of futsal are open for boys and girls in grades 6<sup>th</sup> & 7<sup>th</sup>. The session will begin Sunday, January 18<sup>th</sup>.
- i. **Girls Volleyball:** Signups for girls' youth volleyball are still open for girls in grades 5<sup>th</sup>-12<sup>th</sup>. The program will begin February 10<sup>th</sup>.
- j. **Winter Soccer Goalie Training:** Signups are open for the winter session for grades 3<sup>rd</sup>-11<sup>th</sup> with the program beginning February 15<sup>th</sup>.

### 2. Spring Sports & Activities

- a. **Boys Youth Volleyball:** Signups are open for boys in grades 5<sup>th</sup>-8<sup>th</sup> with the program beginning April 6<sup>th</sup>.
- b. **Spring Soccer:** Signups are open for ages 4-15 for recreation soccer. Tryouts for travel soccer will begin on January 11<sup>th</sup> and conclude February 15<sup>th</sup>. The deadline to sign up is March 6<sup>th</sup>.
- c. **Kent Youth Baseball & Softball:** Signups are open for ages 5-14 for baseball & softball. The deadline to sign up will be February 27<sup>th</sup>. We will also be hosting Pitch, Hit, & Run this year on Saturday, April 11<sup>th</sup> at Kramer Ballfields.
- d. **Spring Youth Lacrosse:** Signups for the girls' 4<sup>th</sup>-6<sup>th</sup> and boys 4<sup>th</sup>-6<sup>th</sup> teams are now open. The deadline to sign up will be February 26<sup>th</sup>.
- e. **Youth Track & Field:** Signups for boys' and girls' 3<sup>rd</sup>-6<sup>th</sup> are open for track. They will be using the Kent State track this year and the deadline is March 5<sup>th</sup>.
- f. **Moxx Basketball101:** For boys and girls in grades K-5<sup>th</sup> with Coach Rod Moxley. Signups will be open until March 19<sup>th</sup>.

### 3. Summer Sports & Activities

- a. **Moxx Basketball 3on3:** Signups for the summer tournament ran by Rod Moxley is now open. New this year will be a High School Division in addition to 5<sup>th</sup>-8<sup>th</sup> grade. Deadline to register is June 25<sup>th</sup>.
- b. **Summer Sports Camps:** All camp signups are open for this summer. We will have camps in lacrosse, field hockey, volleyball, soccer, cheer, and new this year of rugby.

- c. **Portage County Tennis Open:** Signups for the tournament have begun. The deadline for singles is July 6<sup>th</sup> and for doubles is July 13<sup>th</sup>. The tournaments will take place the last two weeks of July. Age to participate is 16 and up.
- d. **Summer Soccer Goalie Clinic:** Signups are open for grades 3<sup>rd</sup>-8<sup>th</sup> and the clinic will start in late July and run into August. Deadline to register is July 6<sup>th</sup>.

#### 4. Adult Sports & Activities

- a. **Winter Adult Volleyball:** The Friday league starts January 9<sup>th</sup> with 12 teams signed up for it. The league will run until March.
- b. **Adult Softball:** Signups are now open for spring and summer softball leagues. The deadline for spring is March 23<sup>rd</sup> and the deadline for summer is June 1<sup>st</sup>.
- c. **Portage Basketball Men's Open:** Signups are open for this 8-team tournament that will be played in February. Deadline to register is January 22<sup>nd</sup>.
- d. **Spring Adult Soccer:** Signups are open for the spring league as we will be taking individuals and teams in hopes to get to 8 teams this season. Deadline to register is March 30<sup>th</sup>.
- e. **Summer Adult Kickball:** New this year to our offering will be adult kickball. This will also be an 8- team league and will take place in late June to early July. Deadline to register is June 1<sup>st</sup>.

#### CHILDCARE / EDUCATION REPORT- (Completed 1/8/26)

1. **'25-'26 KPR Kidz Club:** There are 86 schoolagers enrolled in the Before and/or After School program, with 5 on the waitlist for PM care (3 Holden, 1 Walls, 1 Stanton). We are taking registrations for AM care at both locations and PM care at Davey.

*DECEMBER ENROLLMENT*

DAVEY AM: 20      PM: 23  
 REC    AM: 21      PM: 39

*JANUARY ENROLLMENT*

DAVEY AM: 21      PM: 23  
 REC    AM: 22      PM: 40

2. **'25-'26 KPR Lil Learners Preschool:** There are 14 preschoolers enrolled in the Preschool program and 1 starting in February. We began taking child care county vouchers this month to help increase enrollment to 18.
3. **"Kids Night Out:"** The Rec will be open Saturday 2/7 for Kids Night Out from 5:30-9:30 p.m. with a "Superbowl Party" theme. There were 15 children in attendance for January's event.
4. **"Winter Wonderland" Winter Break Child Care:** The Rec was open 4 days from 6:30am-6pm during Kent City School's winter break for K-6<sup>th</sup> graders. Almost all 4 days were filled to max enrollment of 22 kids. There were 5 new children enrolled, and all others have attended either our summer camps, Kids Night Out program or KPR Kidz Club Before/After School program.
5. **Childcare Employment:** Camp Counselor position advertisements are now listed on Indeed and Handshake. A survey will go out in February to current KPR Kidz Club staff to confirm who is interested in working camps. Applicants must have a High School diploma and be available Mon-Fri from 6/8 through 8/7. We'll be attending KSU's Spring Internship & Job Fair on 2/24.
6. **Babysitter's Training:** We now have 5 teens enrolled in the next training on Saturday 1/31 from 9:30-1:30 at the Kent Free Library. Certified teens are currently volunteering in our Kids Night Out program at the Rec each month.
7. **2026 Summer Day Camps:** Early camp registration for current KPR Kidz Club and Lil Learners Preschool families begins February 6<sup>th</sup>. Kent City Schools notified us that we will not be able to use Davey Elementary as a camp location this year but will allow us to use an alternate building that is to be determined.

## **MARKETING / SPECIAL EVENTS REPORT** - (Completed 1/5/26)

### **1. Marketing & Communications**

- a. Winter/Spring Program Guide is out
- b. Website updated with all of the new/updated programs for Winter/Spring
  - i. Registration open for our Spring programs
- c. Updated digital form submission for intra-office marketing requests
- d. Will be partnering with the Kent Jaycees for Snow Day, providing crafts in the train car next to Over Easy

### **2. Easter**

- a. Staff meeting on 1/15/26
- b. Registration to open by middle of January

### **3. Art in the Park**

- a. Returning Artist registration to open January 20th
- b. Working on a long-term partnership with MSK with their new March for Arts event starting in 2026.

### **4. Marketing Intern**

- a. Plan to have the job posting by end of January and start interviews soon after

### **5. MISC**

- a. Served on the OPRA Conference Student Committee
- b. Working on plans to replace the Wizardly 5K race during the summer

## **Parks & Recreation Board Meeting**

**January 15, 2026**

### **Director's Report:**

1. New Council Liaison
2. Elect Officials
3. Church Property Update
4. Memorial Donation for Kramer Dugouts
5. 500 Middlebury Update
6. OPRA Conference