

Kent Parks and Recreation
February 22, 2018
Kent Parks & Recreation Office

Members Present:

Peter Orlando
Kelley Labajetta
Jack Neuzil
Kim Ball
Debbie Smeiles

Staff Present:

John Idone
Nancy Pizzino
Karen Magilavy
Megan Johns

Council Liaison
Gwen Rosenberg

At 5:30 Kim called the meeting to order. Roll was noted. Sam is sick. There was one correction to the minutes. In Personal Appearance "The net income *has* better than last year should be *was* better than last year. **Pete moves to accept the minutes and Jack seconded and all were in favor and the motion passed unanimously.**

Personal Appearances None

Correspondence Incoming None

Outgoing 1. We received a grant for the camps this summer, and the donations have been sent to council for approval.

Revenue Kim asked if we could use quick books or a similar program. John said that the Budget and Finance Department does all the reporting and balancing on a year-end report.

Expenditures No questions.

Park Report At 500 Middlebury Rd we painted and installed a handrail. The big mowers are in for service. Davey Tree has removed dead wood and several trees at Fred Fuller and Plum Creek. We received their winter rate since it is their down time. Last weekend the tunnel by Fairchild was spray painted. John may look into security camera on the top of the telephone pole.

Recreation Report It has been very busy without Tim's help in baseball and softball. We have 99 kids at foot skills clinic. The play Aladdin Jr. two weeks ago went very well. The Adult Egg Scramble registration begins on March 2 and we have a goal of 750 people. We are looking for sponsors and taking donations. We have started monthly newsletters and the website is updated. We use Facebook too. Megan has a Field Hockey Clinic coming up and is offering child care trainings. Spring and summer registration start March 1st and April 2nd. Nancy will have a basketball tournament at the MAC at KSU, the kids get to play full court. She has been thinking about other kinds of camps to offer this summer. Maybe etiquette classes and motor vehicle care classes.

Director Report

1. Taylor Pensyl will have weekly nutrition classes for the summer camps this is offered through the grant from the Rotary Foundation
2. We have received a formal request from Crooked River Adventures to run the canoe liver for 2018. This is their third and final year on this contract. Next year they will have to bid again and they may have competition. John would like a motion to enter into a contract with KSU for Crooked River Adventures to be the concessionaire for the 2018 season. Debbie make the motion and Jack seconded and all were in favor and the motion passed unanimously.

3. We have new tenants at 500 Middlebury rd. Century 21 is managing the property at a monthly \$80 fee. They have a 1 year lease at \$1,000 per month plus all utilities.
4. Covered in correspondence
5. We have a request to use the trail for use of the trail for a 5K "Support is the Key". This is a small run and will be contained on the trail; they will not have to cross any roads. They will post signage and clean up. We can waive the fee because they are a nonprofit. **Pete moves to let Ohio Job & Family Services use the trail for the 5K, Jack seconded and all were in favor and the motion passed unanimously.**
6. John handed everyone the annual report and he will be give everyone on city council a copy too. We have lots of programs and projects with a very small staff.
7. There is a new building/development going downtown. It will have a bakery on the first floor and restaurant on the second with apartments on the upper floors. The park fee is 0.364 acres at \$30,000 from the last appraisal the city did. **The park fee will be \$10,920. Debbie makes a motion to authorize the park fee and Pete seconded and there was no more discussion and the motion passed unanimously.**
8. We applied for \$25,000 and we hope to rate high enough to get funded. CDBG has been slowly declining. This would be used to help fund design of the next phase of the Brady's Leap Extension part of the Hike & Bike Trail. This includes replacing the metal stairs that have been eroding over the last 20 years. They need redesigned and should include a groove slot for tires. A wide step over a long ramp. The owners of the building really want to see improvements.

Megan has been a great employee and is entering her 12th year with P&R. Her current salary is \$45,905.60.

The range for this position is \$38,899 to \$55,174. Megan has been dependable and been resourceful in maintain the high standards of the School Age Child Care programs. Revenues for the before and after school program increased by over \$45,000 in 2107. **The Director would like approval to increase her current salary from \$45,905.60 annually to \$50,705.60 annually beginning March 5, 2018. Pete made a motion and Jack seconded all were in favor and the motion passed unanimously.**