Kent Parks and Recreation
February 16. 2017 7pm
Kent Parks & Recreation Office

Members Present:
Peter Orlando
Jack Neuzil
Kim Ball
Debbie Smeiles
Kelley Labajetta

Staff Present:
John Idone
Sam Tuttle
Karen Magilavy
Nancy Pizzino

Council Liaison
Melissa Long

The meeting was called to order at 7pm. Role was noted, Megan is home sick**. Jack moves to accept last month's minutes. Debbie seconded and all were in favor and the motion passed unanimously.**

Personal Appearances Kyle Kelly from The Health Department spoke to the board about a smoke free city wide policy for Kent.

- Reduce litter – it takes 15 years for a cigarette to decompose
- Reduce second hand smoke – it is still harmful especially to children.
- Children won't see it and develop bad habits

Since 2011 many cities have become smoke-free. KSU will be smoke free on July 1st. Can the city also go smoke free at the same time? The board asked about enforcement? Kyle said we want to educate the public through newspapers, and signs, websites, most people will want to comply, it is already no smoking policy on the school grounds. John will talk to the Law Director he also asked if there were any grants available for signs? We do have smoke free policy around the fields. The board agreed with the policy and Jeff and John will get together. A motion is not needed since we already have a policy in the parks. They will look for a grant or foundation for sign funding.
Incoming None
Outgoing A tree donation from Judith Swearingen in the amount of $200 was received.
Revenue The board likes the new format, no questions
Expenditures No questions
Park Report It has been an easy winter for snow removal. The crew is converting the old concession into storage. The Urban Forestry students are removing non-native invasive plants from Brady's Leap to the Crain Avenue Bridge.
Recreation Report
Beauty and the Beast Jr has over 300 kids for the Thursday show. The sets will be moved in on Sunday. The SACC has 154 kids enrolled and Megan has lost another site administrator at Longcoy. Art in the Park applications can now be done online. The calendar has been mailed out and we are getting good feedback. Nancy passed out a flyer on the Queen of Hearts. We would like to have 2 events in July. They would sell tickets at the Heritage Festival. She gave a brief explanation of the Queen of Hearts. We would be responsible for arraigning entertainment at the both events on July 2nd at Home Savings Plaza and Fred Fuller Park on July 23. They would like to sell beer at the event which would have to be approved by City Council. John and Nancy met with Jim Silver to go over specifics. We are permitted to conduct this event since all proceeds are going to charity. We would not handle any of the money, Aaron King will be selling the tickets. He runs the Garrettsville Queen of Hearts and they also have food trucks and a 50/50 raffle. The sponsor would donate 50% of the 50/50 raffle to Parks and Recreation in consideration for our help in sponsoring the event. For the event in Fred Fuller they are asking for the fees to waived for the stage and picnic shelters. In the past previous donations from the 50/50 raffle have range from $50,000 to $30,000. We have a major sponsor for KYBS again, in the amount of $2,000 it is Dunkin Donuts.

Director Report
1. Covered in correspondence.
2. The new concession stand is due to be here 2/23. We have several people interested in running the concession stand. We will get bidding information out to them and in the newspaper.

3. John prepared a grant application to AMATS for the Brady's Leap Extension in the amount of $75,000. Also CDBG funding will be used to pay for planning. Last year we have received $20,000 and the funding amounts have been decreasing. John is hoping that the application is looked on favorably. This section of the trail also includes fixing the stairway at the Bissler Building. A motion is needed to allow the Director to submit the grant application for CDBG. **Debbie so moves and Kim seconded. There is no more discussion and the motion passed unanimously**.
4. This is the #1 ranked project in 2022. There are some projects that have not moved forward and we have been moved to 2019. We are building up reserve then we will drain the reserve and hopefully be ready in 2019. Sooner is better because construction cost can increase 5% a year.
5. We want to reconfigure the sidewalk here on Middlebury right now it dumps you at a guard rail on St. Rt. 59. We are working with engineering, and grant funding will pay for construction.
6. The old alarm here at the office is over 20 years old and not connected to an alarm service. The system failed and it has a bad keyboard. The new system is the same alarm company as the Fitness Center and Park Maintenance building.
7. The Shelterhouse got a new refrigerator and the old one is here at the office.
8. John met with Blake to discuss alternate sites to use during the parking lot reconfiguration They can use Stow Street Pavilion for all or part of the season. They will let us know.
9. John redesigned the revenue report to include revenues from the two previous years.
10. A financial annual report can wait for board approval next month. The Health and Wellness Center plans are growing in size and money needed. This is a concept plan not the detailed design. The plan has a project cost range between $18M to $23M. We need to look for other funding; grants or sponsors. John believes the estimates are very high. A bond of $23M is too big. It would be difficult to pass, we can downsize, look for additional sources and or phase the project.
11. Bike Trail plan is at ODOT central office and we anticipate bidding in April.
12. HZW did a good job and we had a final list for them to complete. The parking lot need graded and the speed bumps need replaced, the anchor bolts in the asphalt have been loosened. There are photos in the board packet.
13. Covered with Item 10.
14. Executive Session to discuss land acquisition negotiations. No action taken.
15. Kelley has a term expiring and John will contact the school Superintendent if she is still interested. Kelley said she would do it again. Pete nominated Kim to Board Chairman and Kelley as Vice-Chair. Jacks term should be corrected to expire in 2021.

The board meeting adjourns at 8:30