Peter/Jen/Lori

# Wilmington Parks and Recreation Meeting Agenda Jan. 13, 2014 Moyer Room 6:00 pm

### Greetings

Roll call

Review and Acceptance of Minutes from Dec. 12, 2013

## Public Meeting regarding proposed dog park project

Public comments

#### **Old Business**

1. Update on Skatepark project

2. Status of Southeast COMMUNITY Park Transformation Project L.ori

a. SIF funding review

Update on historical mitigation as required for CDBG grant.

Thank you meal for Laurel Oaks – January 23.

3. Council Committee Update Loren Stuckert

Lori Update on Scheduled Events; approval as needed: **Grant Updates** Lori

a. NatureWorks - Tentatively approved; pending official word from State Controlling Board b. CDBG - Commissioners approved \$44,500; must submit sign plan. Updated Commissioners 12/30/13.

ODNR Aquatic Education program - RESOLUTION REQUIRED. Submitted Jan. 8, 2014 (kiosk, stocking, Passport to Fishing program, pond-side plants)

d. Solid Waste grant program for litter prevention signage approved. RESOLUTION REQUIRED

Wilmington Parks Legacy Fund/Clinton County Foundation Update Lori Disposition of 1979 Chevy dump truck - \$200 offer Lori Review of 2013 Survey Results Lori

### **New Business**

1. Financial Update Lori

Chris Caulfield 2. Athletic Coordinator Update

Lori Proposed new logo contest Lori Official statement of support for the proposed YMCA building project 5. 2014 Priorities Lori Travis/Lori 6. Maintenance Update

Security lighting at Fife Ave. maintenance bldg.

b. Fife Concession/restroom building

Galvin Park new piece of equipment

Friends of the Park Update

2014 Capital/Non-operational items for consideration - trail bridges; electric golf cart, tree maintenance

**Donations** 

\$5000 donation from J. Williams a.

\$4,289.07 from Clinton County Foundation/Bob Hensley Fund restricted use for youth soccer. b.

85 baseball and 65 softball helmets from Ohio Ophthalmological Society/ Save Our Sight Program approximate value of \$4500

Mulch from MulchAmerica for 2014

e. Donated light pole and light fixture from Clinton Electric, approximately \$1000

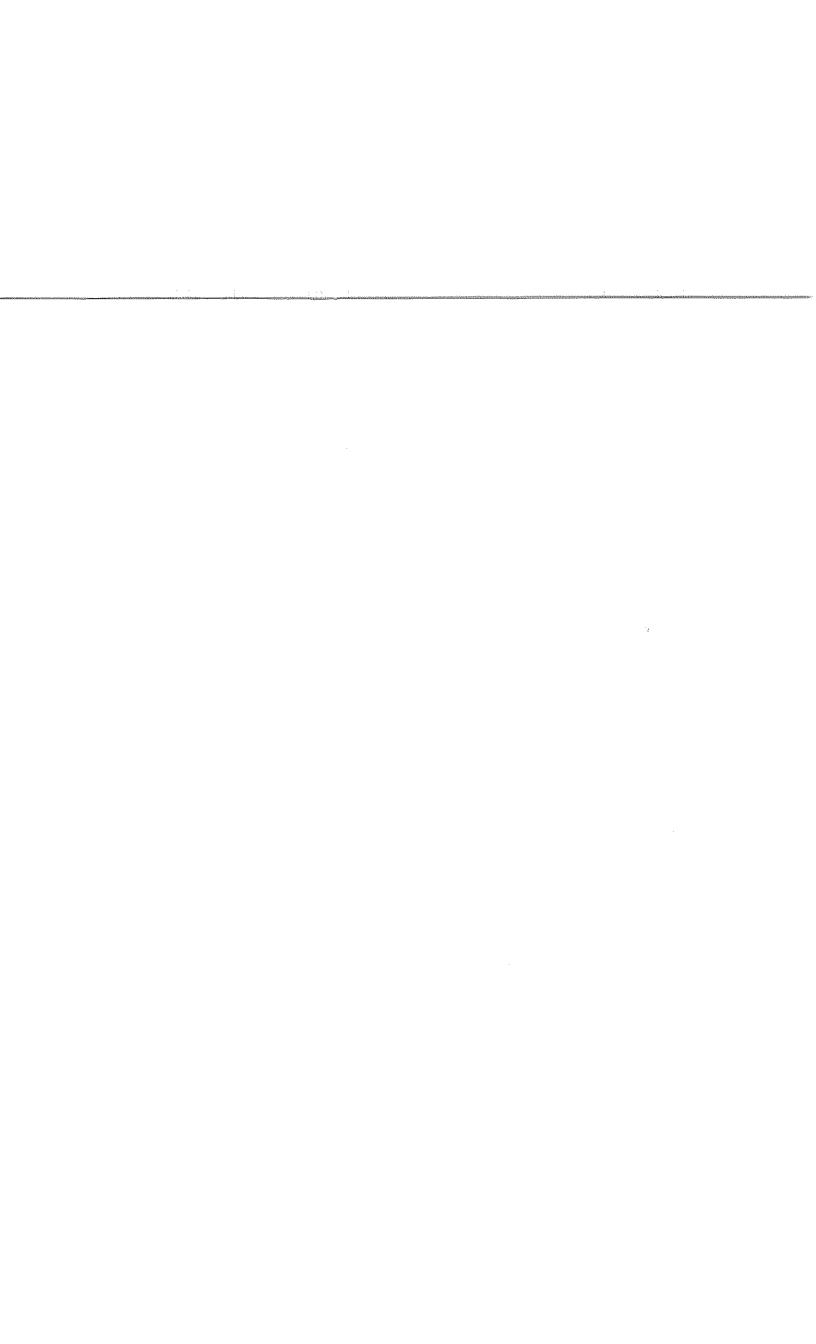
Donated skate ramps from OSU

10. Training Update - Ballot Workshop, CPSI, Passport to Fishing

## **Executive Session**

**LEAP Audit** 

Adjournment



# Wilmington Parks and Recreation Board Meeting Minutes January 13, 2014 Regular Meeting 6:00 P.M. Conference Room #278 of City Building

Public meeting for the consideration of a Dog Park, in excess of 30 persons in attendance from the general public; in attendance from board and staff: Lori Williams, Leilani Popp, Mac McKibben, Chris Caulfield, Travis Mellinger, Peter Thornburn. Maria Butcher was excused due to illness; also many elected officials, normally in attendance, were in another Public Meeting in Community Room for the YMCA. The regularly scheduled first Monday for the Parks Board was postponed from the 6<sup>th</sup> due to severe in climate weather.

Popp, Board VP, directed the meeting, conducted roll call, reviewed and accepted the minutes from December 12, 2013

From the Dog Park Public Meeting the following excellent suggestions were obtained; not listed in any order of priority:

- Of the participants in the public meeting we had 100% in favor of a Dog Park.
- A suggestion was submitted to use the Lebanon and Xenia Dog Parks as examples.
- Have an area large enough that dogs can run.
- Have a small dog and a large dog separated area.
- Have a "common area, staging area" before the separated by size areas.
- Have a park with some hills in the terrain.
- Have a drinking water fountain that can be used by humans and dogs.
- Have a water source where dogs with mud on paws can be rinsed off.
- Have a concrete pad area around the water source.
- Have benches for the humans, preferred covered areas, and protection from sun, snow and rain.
- Insure that the fence is high enough to discourage jumping over it; 5' was suggested, and "robust" enough to withstand long term use.
- Provide for regular care and maintenance of the fence, mowing of grass, spraying for fleas and ticks, reseeding of the sod, and care of muddy areas.
- Have signage of rules of conduct, care and cleanup of dog waste.
- Provide dog waste cleanup stations.
- Provide several waste receptacles.
- Entrances need to be double entry, two gates that open and close on opposite sides.
- Insure you have the needed insurance.
- An area with trees is preferable, for some shade opportunities.
- Develop a "Friends of the Wilmington Dog Park" nonprofit volunteer group.
- A plan for enforcement of the rules.
- · Restrooms for humans near area.
- Auto parking area nearby.

The public meeting ended up after 48 minutes.

Popp moved us on to Old Business:

Thorburn reported on the status of the Skatepark Project, nothing new, still working with the Clinton County Foundation on what to use the \$8k for, have been talking with the youth who want a half pipe, talked with the Police Chief about their donation, the Chief is looking into "moveable" pieces of equipment, usable in the "Skate Straight" program, this would make it easier to move the equipment around.

Williams gave an update on the SE Community Park Transformation Project, they have done the layout for the fitness equipment but can't yet do a layout for the CDBG grant equipment, the company providing the equipment want to be a part of the layout planning and set up. She talked some about different needs with particular pieces of equipment, and the historical mitigation project, and commented on the new counter done by LOJVS.

Council Committee Update; no council members were in attendance due to another commitment, Stuckert will fill us in at the next opportunity.

Williams reported on Scheduled Events, nothing new or that needs approval, a list is in the board members handout packets.

Williams reported on the Grant Updates, the Nature Works Grant came through, for the basketball courts at and Benches at Denver. The CDBG Grant, Williams updated the Commissioners on 12/30/13.

The ODNR Aquatic Education Program needs a board resolution. (For a Kiosk, stocking, Passport to Fishing Program and Pond Side Plants).

McKibben read Resolution 2014-1 concerning the ODNR Aquatic Education Program. The resolution passed.

The Solid Waste Grant Program needs a board resolution. (For litter prevention signage).

McKibben read Resolution 2014-2 concerning the Solid Waste Grant Program. The resolution passed.

Williams reported on the Parks Legacy Fund/Clinton County Foundation update, nothing new, we now have \$12,600 and some dollars there. We are going to wait till Maria is better before the committee meets.

Williams and Mellinger reported that we have an offer for the 1979 Chevy dump truck from another city employee who wants it for parts and offered \$200.00 which is more that it is worth in scrap. McKibben moved that we take the offer, Popp seconded, motion carried.

Williams reported on the 2013 Park Survey results, referring to the packet handouts, good points, not so good points. Etc. Overall we are doing well. The most important items to park users (142 took survey) are cleanliness, appearance and safety.

Popp moved us on to New Business: Williams provided the latest Financial Update and handouts for reference. For 2013 we were under budget, we did not spend all the money we took in. We have carryover cash balance but have \$22k of that cash balance that is restricted (donated based on certain conditions). Popp commended all of the park department personnel for doing more with less and having a carryover in the budget.

Caulfield provided his Athletic Coordinator Update, he is just beginning basketball season, we are teaming with the YMCA this year, and the games will begin by the end of this month (January). This year we have 124 playing we are up 50%. We are trying to get a volleyball league, but have not yet had a great response. Soccer registration will begin by the end of this month, for the spring season.

Williams talked about the proposed new logo contest. The current logo was designed in 2002.

Williams proposed a board statement of support for the YMCA building project. The project has \$4m at this time for a projected \$8m project, they are asking for \$4m from the Commissioners from the sale of the hospital. McKibben stated that he would like to see the Safe Routes to Schools trail project be routed to the new proposed site project. Williams said that she would draft something for us to sign in support of the YMCA building project.

Mellinger and Williams talked about our 2014 priorities. New lighting for the back maintenance building, repair and remodeling work on the back concessions restrooms building, installation of the new equipment at Galvin Park. Williams has the Dog Park as a priority, the tennis court/skatepark project. Popp brought up the concern of Concession Stands/Restrooms for the parks. And finish SECP.

No one from Friends of the Park was in attendance for an update. The unofficially disbanded, but officially still operational until the SIF money is gone.

Williams reviewed the issues of the 2014 Capital/non-operational items for consideration.

Williams reviewed and gave an up to date review of donations we have received and listed on the agenda, to include the skate ramps donated by OSU.

Williams reviewed the training updates.

Popp moved us on into executive session, McKibben seconded, motion carried.

Meeting length prior to Executive Session 1:44:37.

Entered into Executive Session at 07:44 PM concerning LEAP Audit.

Executive Session ended 08:08 PM.

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		2013 Actual Expenses	enses												
							·	•	•	•	)				Budg Balance
2013 EXPENSES	2013 Budget	Jan	Feb	Mar	Apr	May	Jun	ī	Aug	Sept	Oct	Nov	Dec To	Total to Date	Kemarning
Recreation Salaries - 5111	\$ 161,700.80	\$ 9,122.33	€.	\$ 14,252.39 \$			19,355.25 \$	19,579.40   \$	25,441.86 \$	13,145.34   \$	13,682.59 \$	11,820.59 \$	9,641.01	171,116.15 \$	\$ (9,414.35)
Pensions - 5121	- 1		Ş				\$	4,205.99 \$		2,315.23 \$		1,915.56 \$	2,344.54		\$ (1,935.12)
Workers Comp - 5122			٠,	\$				\$	2,564.81				ta	4,663.80 \$	\$ (770.19)
Benefit Insurance - 5123	,,	\$ 24.72	$\rightarrow$	\$ 2,355.45 \$		2,307.77 \$	3,426.98 \$	3,435.90 \$		2,294.39 \$	3,256.01 \$	2,303.31 \$	2,285.47		\$ 1,390.93
Medicare - 5124		\$ 125.10	ş	\$ 198.41 \$		190.69 \$	273.66 \$	276.90 \$	360.83 \$	183.61 \$	191.41 \$	164.41 \$	132,79	2,394,54	-
Bureau of Emp Serv 5128	ω		\$ 1,055.00	\$ 844.00 \$	\$ 894.91 \$	1,055.00							to.		\$ 25,780.09
Utilities - 5212	\$ 25,000.00	\$ 1,335.34	\$ 994.99	\$ 1,079.23 \$	5 795.03 \$	884.42 \$	803.82 \$	1,363.01 \$	1,149.16 \$	943.63 \$	594.83 \$	837.40 \$	553,60	11,334.46	-
Equipment Lease - 5225	\$ 7,000.00	\$ -	\$ 4,000.00										·va	4,000,00 \$	\$ 3,000.00
Trail Maintenance - 5234		. \$	\$										· ca		-
Direct Deductions - 5236	\$ 10,000.00	\$ -	\$ -	\$ 4,081.29	Ş	67.28		··	5,152.45	\$	74.64	\$	10.52	9,386.18	
Professional Services - 5239	\$ 3,500.00		÷\$-	 \$-	364.00	142.50 \$	570.00 \$	237.50 \$	617.50 \$	364.00	\$	325.00	***	2,620.50	
Education and Training - 5241	\$ 1,000.00	\$ 35.00	\$	\$	5 75.00			*	185.00 \$	35.00	\$	350.00 \$	40.00	720.00	
Taxes - 5265		\$ -	\$ 231.70			ş	231.65						-107-	463.35	
Vehicle Maintenance - 5274	\$ 7,000.00	\$ 154.74	\$ 280.14	\$ 217.06 \$	\$ 707.84 \$	597.84	845.50 \$	1,424.68 \$	2,509.55 \$	1,759.39 \$	331,34 \$	839,44 \$	152.64 \$		\$ (2,820.16)
Property/Casualty Ins - 5282	\$ 1,925.76	\$ 1,147.34	₹ <b>\$</b>	\$	48.28	\$	488.82 \$	23.64					sn		\$ 217.68
Awards - 5316	\$ 2,500.00	\$ -	\$ -	\$ 122.45 \$	1,122.00	<>	245.30 \$	631.20 \$	657.28		\$	181.78	***	2,960.01	_
Supplies - 5321	\$ 100,00	, ,	÷.										b		•
Recreation Equipment - 5332	\$ 5,000.00	\$ -	\$ 743.70		\$	1,098.49 \$	1,282.89		**	1,300.50 \$	81.99				\$ 492.43
Park Maint/Supplies - 5333	N	\$ 445.92	\$ 232.43	\$ 297.93 \$	\$ 1,110.58 \$	5,806.93 \$	6,050.10 \$	3,531.67 \$	2,393.14 \$	1,161.79 \$	611.80 \$	2,671.81 \$	1,254.41	25,568.51 \$	\$ (1,568.51)
Banner Program - 5409				\$ 2,500.00	٠	510.00 \$	2,020.00	\$	1,340.00			\$	600.00		\$ (2,970.00)
Incidentals - 5410		\$ 20.00	\$ 95.98	\$ 36.98	\$	25.47		\$	89.99	ş	95.00 \$	17.38	*KA	380.80 \$	\$ 119.20
Backgrounds Checks - 5412	\$ 1,000.00	\$	\$ 112.00			ş	560.00	Ş	55.99			\$	348.00	1,075.99	\$ (75.99)
Capital Improvements - 5513	\$ -				\$	4,000.00			\$	184.00 \$	652.16 \$	2,184.20		7,020.36	\$ (7,020.36)
Improvements - 5533								45	3,123.00 \$	650.00			٠	3,773,00 \$	\$ (3,773.00)
-	\$ 346 339 25	Ś 14.957.17	\$ 23,185.47	\$ 27,310,49 \$	23,147.18   \$	33,926.61   \$	36,153.97 } \$	34,709.89   \$	50,426.54 \$	24,336.88   \$	21,412.11 \$	23,610.88   \$	17,362.98	330,540,17 S	\$ 15,799.08

		And Anteres Even													
		ZOIZ Actual Expenses	uses												
	(with adjustments)	Jan	Feb	Mar	Apr	May	Jun	pr	Aug	Sept	Oct	Nov	_	ם	
	\$ 184,258.00	\$ 11,598.40	\$ 10,464.41 \$	17,944.34 \$	\$   \$0,974.05	14,478.59 \$	19,659.01 \$	-		$\dashv$	\$ 13,206.34 \$	7	9,122.33 \$	~	
Pensions - 5121	\$ 27,757.00	\$ 2,565,56	\$ 1,561.04	1165.81 \$	1,007.02   \$	1,536.36 \$	2,027.01 \$	4,154.89 \$	2,345.04	\$ 1,811.55	Ş	4,990.19	•	7	
Workers Comp - 5122		i		\$	1,979.98 \$	•	**	\$	2,359.66				_		
Renefit Insurance - 5123	\$ 34,331.00	\$ 3,551,75	\$ 3,578,51 \$	3,560.77 \$	2,258.12 \$	\$ 98.6286	3,880.60 \$	3,880.60 \$	3,880.53	_	\$ 1,512.57 \$		3.63 \$		
Medicare - 5124	\$ 2.875.00		\$ 145.74	256,50	154.88	202.68 \$	279.35 \$	272.28   \$	290.95	\$ 172.40	\$ 186.35 \$	142.92 \$	127.12 \$		
Burgan of Emn Sent - 5178	\$ 36.467.71	2	\$ 6.935.49	ż	3,562.44 \$	3,972.66 \$	2,156.26 \$	2,400.00   \$	3,200.00		\$ 1,600.00   \$	800.00	\$		
Hillities - 5212			1 985 76	2.049.69	1,786.51		ļ	2,992.35	2,382.28	\$ 592.89	\$ 826.16 \$	\$ 2,509.26	239.29 \$	7	
Cominment Loves #32#		2007-1	2		2,000,00	┰	+						0,	\$ 7,000.00	
Trail Maintenance - 2223							\$	7,600.00					\$	7,600.00	
First Deductions 5234	-		4 037 80		<b>√</b> 2	38.84	45			\$ 2,471.48	\$ 85.75		\$	96'889'9	
Dietect Deductions - 5236				408.00	+ 40	240.00 \$	568.50	917.50 \$	783.75	\$ 364.00	,		\$	3,281.75	
Education and Testator Cods		450.00	¢ 416.09			+				\$ 35.00			\$	901.09	
Tower Each			-				45						\$	580.81	
Voltale Maintenance : 2774		149.05		14.46	\$	1.184.63 \$	2,643.58 \$	24.68 \$	2,093.69	\$ 53.72	\$ 1,160,91 \$	1,812.35 \$	54.83 \$	9,191.90	
Principle (Mailliennance - 2274			* *		- 40	+	-	726.95 \$	472.28		\$ 273.73		\$	2,049.36	
Awards - 5510	3,006,00		-		<b>-</b>	+	. 45						0,		
Properties Contract Contract	ш		440.00	2	1.673.60	16.99 \$	881.08	345.42 \$	576.06	\$ 139.42	\$ 940,90	*	108.49	5,121.96	
ned Marin Sumiter 2000	2,000,00	111667		705.02	2,375,89	-	+		-	3,056.31	<b>←</b>	2,066.44 \$	\$53.35 \$	21,560.30	
Fark Maint/Jupplies - 5555			777.77	150.30	116.00	+-	20.14	-	-	76.00	110.00		149.33 \$	786.72	
incidentals - 5410	•		,	OC!OC!	2000		1							343.85	
Backgrounds Checks - 5412	č	\$ 25.843.81	\$ 30,242,94	26,527.79 \$	32,838.49 \$	31,164.69 \$	39,	43,377.92 \$	40,597,30	\$ 24,889.09	\$ 21,355.58 \$	22,554.22 \$	10,658.37 \$	350,013.97	
	100000			. !											
		2012 Actual Revenue	o i lu	, .											Budget Difference
T	4-17-18-18	201 1000		Proper	74.6	Max	41	1	Ано	Sent	Oct	Nov	Dec	Total To Date	
ZUIZ REVENUE	₹	DEC .	ren Ar ono oo	1Vid1	at the	, wildy	Ι.	1,		\$ 17 937.42				\$ 236,638.29 \$	(19,361.71)
Real Property 1ax	\$ 255,000.00					<b>&gt;</b>	2000000					\$	10,300.50 \$	10,300.50	(35,574.75)
Postonol Bron Tox										\$ 1,716.75			*	1,716.75	1,716.75
Dublic Hillty Tay Ren	,			į									\$		
Trailer Tav	390.00				**	353,14					\$ 137.63		**	490.77	100.77
Personal Pron Tax-Ittil-Del													<u> </u>		
Homestead and Bollhack	\$ 18.836.00				\$	12,054.02					\$ 11,777.14 \$	37.32 \$	47.14 \$	23,915.62	5,079.62
Concession														1	
Shelterhouse Donations	\$						\$	\$ 185.90 \$	240.00	\$ 25.00				450.90	
Misc. Revenue	\$ 15,000.00		\$ 40.00 \$	\$ 884.00 \$	3,982.00 \$	2,463.30 \$	9,343.45 \$	16,433.95 \$	3,507.00	\$ 1,402.25 \$	\$ 770.70 \$	390.00 \$	1,835.00	-	
Auction Proceeds										\$ 11,100.00				11,100.00	
Transfer In	\$ 59.342.01	\$ 24,000.00											\$	24,000.00	- [
Total	\$ 395,443.2F	. «V	\$ 45.040.00 \$	\$ 89,584,87 \$	3,982.00	14,870.46 \$	24,343.45 \$	\$6,619.85 \$	3,747.00	\$ 32,181.42 \$	\$ 12,685.47   \$	427.32 \$	12,182.64	349,664,48 \$	(45,778.78)