

File

Wilmington Parks and Recreation Meeting Agenda
Feb. 3, 2014 - 6:00 pm
Service Director's Conference Room

Greetings

Roll call

Review and Acceptance of Minutes from Jan. 13, 2013

Old Business

- 1. Update on Skatepark project Peter/Jen/Lori
- 2. Update on proposed dog park project Lori
- 3. Status of Southeast COMMUNITY Park Transformation Project Lori
 - a. Signage status – recommendation sent to OHPO 1/31/14
 - b. Wilmington College project
- 4. Update on Xidas Place/Park and Peace Path extension Lori
- 5. Council Committee Update Loren Stuckert
- 6. Update on Scheduled Events; approval as needed: Lori
 - a. Ohio Fastpitch Club
 - b. Wilmington College Veterinarians of Tomorrow 5K
 - c. Heather's Hope
 - d. Challenger Soccer Camp, July 28, 2014
- 7. 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.
 - c. ODNR Aquatic Education program – Submitted Jan. 8, 2014 (kiosk, stocking, Passport to Fishing program, pond-side plants)
- 8. Wilmington Parks Legacy Fund/Clinton County Foundation Update Lori
- 9. Disposition of 1979 Chevy dump truck – Requires offering on Govdeals.com Lori
- 10. Status of logo contest Lori

New Business

- 1. Financial Update Lori
- 2. Athletic Coordinator Update Chris Caulfield
- 3. Wilmington College Interns Lori
- 4. Proposed Cape May partnership Lori
- 5. Maintenance Update Travis/Lori
 - a. Security lighting at Fife Ave. maintenance bldg.
 - b. Fife Concession/restroom building
 - c. Galvin Park new piece of equipment
 - d. Pick up of OSU skatepark elements
 - e. Proposed retaining wall near pond parking
 - f. Tree near tennis court
- 6. Friends of the Park Update Trevor/Lori
- 7. 2014 Capital/Non-operational items for consideration – trail bridges; electric golf cart, tree maintenance Lori
- 8. Donations
 - a. \$500 donation from Modern Woodmen for Plant a Tree Program
 - b. Donated skate ramps from OSU/Play World Equipment
- 9. Training Update –CPSI, Passport to Fishing
- 10. Status of playground areas

Executive Session

Requested by D. Mongold regarding legal matters.

Adjournment

Wilmington Parks and Recreation Board Meeting Minutes
February 3, 2014 Regular Meeting 6:00 P.M.
City Building Community Room

In attendance Maria Butcher, Leilani Popp, Mac McKibben, Lori Williams, Travis Mellinger, Randy Riley, Danny Mongold and Brian Shidaker.

Popp acting on behalf of the returning Butcher conducted the Roll Call, Review and Acceptance of Minutes from January 13, 2014. McKibben moved that the minutes be accepted, Butcher seconded, motion carried.

Williams asked that the Skatepark be talked about in the maintenance update.

Williams gave an update on the Dog Park project, we have a fund raising Chairperson, Outreach and Public Relations, they have a Facebook page, tomorrow she is meeting with Site Selection Committee, for a preliminary design; things are moving on. We have also had someone step forward willing to match dollar for dollar in fund raising.

Williams gave an update for the SECPTP (SENP), she has sent the signage recommendation to the OHPO on 01/31/14. The estimate for the bronze plaques is \$1,500.00. An Intern is coordinating a project for play area through Wilmington College in a service project by mostly early childhood education majors. We have met once and have done a site walk through.

Williams gave an update for the Xidas Place Park and Peace Path extension; it is moving along and will happen most likely in the spring. There is a plan to do a mural, maybe a pergola and or move the column's from the Hale Nature Path to the Xidas site. Chris Shock is coordinating the bids and possibly the work with the committee. Mark Elliott will be maintaining the park (mowing & trash, etc.).

There was no Council Committee Update, the park representative Loren Stuckert was absent due to a family anniversary event.

Williams and Mellinger reviewed and updated the board on Scheduled Events, listed on the agenda and a handout. Presently (subject to additions and deletions) scheduled from March 22 to August 16 at this time.

Williams updated the status of Grants, nothing to report other than we are waiting to hear from our grant applications, Nature Works, CDBG, ODNR, etc.

Williams updated the Wilmington Parks Legacy Fund, now that Butcher is back from recovery Williams will set up the first meeting with the volunteer trustees, Jim Miller and Dauna Armstrong.

Williams reported the status of the '79 Chevy dump truck; we must post it on Govdeals.com per city policy.

Williams reported there has not been any submission to the LOGO contest, but the Experimental Academy is making it one of their projects. The Mayor asked that he be allowed to be a part of the selection and award process, it was agreed by all that was a good idea.

Williams gave the financial update, this is a lean time for the parks until we start getting the tax revenue in, we have not brought much in but we have not spent a lot of money.

Williams read Chris Caulfield's (who is doing basketball this evening) Athletic Coordinators Update report.

Williams reported on the WC intern, Chelsea Thornton who will be a Sports Management Intern, working with Chris for Banner Promotions, along with a long list of things to do; also Kira Wilson, she will be doing the coordination for the Early Education Major project on the SENP project and they are led by Michelle Beery.

Mellinger and Williams gave the Maintenance Update, Security lighting on the Fife Ave maintenance bldg., Fife Concession/restroom building, Galvin Park new equipment, a report of the donated OSU skatepark equipment, retaining wall near the pond parking, and some tree management.

Williams reported on the proposed Cape May partnership of Blue Bird Boxes and we are going to do a Blue Bird Trail, yet to be determined where in the parks. Cape May residents will build the boxes and there is a volunteer who wishes to assist with siting the locations and put them on posts.

Williams reported that the Friends of the Park will be moving their SIF money into a more secure account and they will be fixing the front Denver Williams Monument light.

We are keeping the 2014 Capital non-operational items "on the radar" for consideration, trail bridges, electric golf cart, and tree maintenance.

McKibben made a motion to accept a \$500.00 donation from Modern Woodmen for Plant a Tree Program, Butcher seconded, motion carried.

McKibben made a motion to accept the donated skate ramps from OSU (Play World Equipment) Butcher seconded, motion carried.

Williams, Mellinger and a couple guys from Waste Water have taken the Passport to Fishing training, and Williams is doing the CPSI (Certified Playground Safety Inspection) training on line.

Meeting length prior to Executive Session 29:35.

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

Entered into Executive Session at 6:27 pm; Requested by Mongold regarding legal matters.

Executive Session ended at 7:26 pm.

McKibben moved to adjournment, Butcher seconded, motion carried.

The Board made plans to have a Special Meeting Feb.7th at 1 pm to address the needs brought to the board in Executive Session.

The next regularly scheduled meeting will be at 6:00 pm, March 3, 2014.

Athletic Coordinator Report-2/3/14

I am unable to attend tonight due to the Youth Basketball League currently going on at the YMCA. The first night of games at the "Y" went very well. They were very accommodating, and the games went off without a hitch. Unfortunately, due to the extreme cold last Tuesday, our games at Holmes Elementary were cancelled.

As you may have seen on Facebook today, our sponsors for the basketball league are Vital Fitness and Thompson construction.

Sign ups for Spring Soccer begin this week, and will be distributed to the Schools soon. Registration will be going on until March 7. Baseball registration will also begin prior to the next park board meeting.

Next Wednesday (February 12) is the start of our first ever winter volleyball league (also played at the YMCA). We ended up with five teams in the league. The league will run from 2/12 thru 4/23.

Submitted by Chris Caulfield
 Athletic Coordinator

2013 EXPENSES	2013 Budget	2013 Actual Expenses												Total YTD	Budget Remaining
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec		
Recreation Salaries - 5111	\$ 161,700.80	\$ 9,122.33	\$ 9,917.72	\$ 14,252.39	\$ 12,128.09	\$ 19,355.25	\$ 19,579.40	\$ 25,441.86	\$ 13,145.34	\$ 13,682.59	\$ 11,820.59	\$ 9,641.01	\$ 171,113.03	\$ (9,414.33)	
Pensions - 5121	\$ 22,638.11	\$ 1,915.68	\$ 1,277.12	\$ 1325.3	\$ 1,335.24	\$ 2,098.49	\$ 4,205.99	\$ 2,491.59	\$ 2,315.23	\$ 1,840.34	\$ 1,915.56	\$ 2,344.54	\$ 24,573.23	\$ (1,935.12)	
Workers Comp - 5122	\$ 3,893.11	\$ -	\$ -	\$ -	\$ 2,098.49	\$ -	\$ -	\$ 2,564.81	\$ -	\$ -	\$ -	\$ -	\$ 4,658.30	\$ (770.19)	
Benefit Insurance - 5123	\$ 32,396.00	\$ 24.72	\$ 4,721.83	\$ 2,355.45	\$ 2,298.85	\$ 3,426.98	\$ 3,435.90	\$ 2,294.39	\$ 2,294.39	\$ 3,256.01	\$ 2,303.31	\$ 2,285.47	\$ 31,005.07	\$ 1,390.93	
Medicare - 5124	\$ 2,344.66	\$ 125.10	\$ 127.86	\$ 198.41	\$ 168.87	\$ 273.66	\$ 276.90	\$ 360.83	\$ 183.61	\$ 191.41	\$ 164.41	\$ 132.79	\$ 2,394.64	\$ (49.88)	
Bureau of Emp Serv. - 5128	\$ 30,260.00	\$ 631.00	\$ 1,055.00	\$ 844.00	\$ 894.91	\$ 803.82	\$ 1,363.01	\$ 1,149.16	\$ 943.63	\$ 594.83	\$ 837.40	\$ 553.60	\$ 44,799.91	\$ 25,780.09	
Utilities - 5212	\$ 25,000.00	\$ 1,335.34	\$ 994.99	\$ 1,079.23	\$ 795.03	\$ 884.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,344.06	\$ 13,655.54	
Equipment Lease - 5225	\$ 7,000.00	\$ -	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 3,000.00	
Trail Maintenance - 5234	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Direct Deductions - 5236	\$ 10,000.00	\$ -	\$ -	\$ 4,081.29	\$ 67.28	\$ -	\$ -	\$ 5,152.45	\$ -	\$ 74.64	\$ -	\$ 10.52	\$ 9,186.18	\$ 613.82	
Professional Services - 5239	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 364.00	\$ 142.50	\$ 570.00	\$ 617.50	\$ 364.00	\$ 35.00	\$ 325.00	\$ 40.00	\$ 2,620.50	\$ 879.50	
Education and Training - 5241	\$ 1,000.00	\$ 35.00	\$ -	\$ -	\$ 75.00	\$ -	\$ -	\$ 185.00	\$ -	\$ -	\$ 350.00	\$ -	\$ 720.00	\$ 280.00	
Taxes - 5265	\$ 580.81	\$ -	\$ 231.70	\$ -	\$ -	\$ 231.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 463.35	\$ 117.46	
Vehicle Maintenance - 5274	\$ 7,000.00	\$ 154.74	\$ 280.14	\$ 217.06	\$ 597.84	\$ 845.50	\$ 1,424.68	\$ 2,509.55	\$ 1,759.39	\$ 331.34	\$ 839.44	\$ 152.64	\$ 9,820.16	\$ (2,820.16)	
Property/Casualty Ins - 5282	\$ 1,925.76	\$ 1,447.34	\$ -	\$ -	\$ 48.28	\$ 488.82	\$ 23.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,708.08	\$ 217.68	
Awards - 5316	\$ 2,500.00	\$ -	\$ -	\$ 122.45	\$ 1,122.00	\$ 245.30	\$ 631.20	\$ 657.28	\$ -	\$ -	\$ -	\$ -	\$ 2,860.01	\$ (460.01)	
Supplies - 5321	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	
Recreation Equipment - 5332	\$ 5,000.00	\$ -	\$ 743.70	\$ -	\$ 1,098.49	\$ 1,282.89	\$ -	\$ -	\$ 1,300.50	\$ 81.99	\$ -	\$ -	\$ 4,507.57	\$ 492.43	
Park Maint/Supplies - 5333	\$ 24,000.00	\$ 445.92	\$ 232.43	\$ 297.93	\$ 1,130.58	\$ 6,050.10	\$ 3,531.67	\$ 2,393.14	\$ 1,161.79	\$ 611.80	\$ 2,671.81	\$ 1,254.41	\$ 25,568.54	\$ (1,568.51)	
Banker Program - 5409	\$ 4,000.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,020.00	\$ -	\$ 1,340.00	\$ -	\$ -	\$ -	\$ 600.00	\$ 5,970.00	\$ (2,970.00)	
Incidentals - 5410	\$ 500.00	\$ 20.00	\$ 95.98	\$ 36.98	\$ 25.47	\$ 560.00	\$ -	\$ 89.99	\$ -	\$ 95.00	\$ 17.38	\$ -	\$ 880.80	\$ 119.20	
Backgrounds Checks - 5412	\$ 1,000.00	\$ -	\$ 112.00	\$ -	\$ -	\$ -	\$ -	\$ 55.99	\$ -	\$ -	\$ -	\$ -	\$ 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,123.00	\$ 650.00	\$ -	\$ -	\$ -	\$ 4,773.00	\$ (3,773.00)	
Total	\$ 346,339.25	\$ 14,957.17	\$ 23,185.47	\$ 27,310.49	\$ 23,147.18	\$ 36,153.97	\$ 34,709.89	\$ 50,426.54	\$ 24,336.88	\$ 21,432.11	\$ 23,610.88	\$ 17,362.98	\$ 330,840.37	\$ 15,799.08	