

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

Greetings

Roll call

Review and Acceptance of Minutes from Feb. 3, 2014, Feb. 7, 2014 and Feb. 25, 2014

Old Business

- 1. Solid Waste Management District Grant presentation
- 2. Update on Skatepark project Peter/Jen/Lori
- 3. Approval of skatepark rules Mac/Lori
- 4. Update on proposed dog park project Lori
- 5. Status of Southeast COMMUNITY Park Transformation Project Lori
 - a. Signage status – recommendation approved by OHPO
 - b. Tile art project with 4th and 5th graders in WCS
- 6. Update on Scheduled Events; approval as needed: Lori
- 7. Grant Updates Lori
 - a. NatureWorks – Project agreement signed. Work schedule TBD
 - b. CDBG – Awaiting Commissioners action
 - c. ODNR Aquatic Education program – Submitted Jan. 8, 2014 (kiosk, stocking, Passport to Fishing program, pond-side plants)
 - d. United Way – need approval to proceed with grant application, which is due March 21, 2014
- 8. Banner program update – 15 banners to-date Lori

New Business

- 1. Financial Update Lori
- 2. Athletic Coordinator Update Lori
- 3. Wilmington Tree Commission recommendation for Galvin park TBD
- 4. Event planning in work for healthy kids, bike safety event with Clinton County Health Departments 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. Proposed retaining wall near pond parking
 - e. Trees near tennis court and basketball court
 - f. Scheduled park work days – WHS Interact students March 22; Wilmington College SECP March 29; Alkermes May 20-22
- 6. Status of seasonal work force; TANF program Lori
- 7. Accept donations – Mrs. Davids \$100 for dog park Lori
- 8. Friends of the Park Update Trevor/Lori
- 9. Status of playground areas – Proposal to hold April meeting at park to include a walk-through of playgrounds at Denver Williams and David Williams Park

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.

**Wilmington Parks and Recreation Board Meeting Minutes
February 7, 2014 Special Meeting 1:00 P.M.
Conference Room #278 of the City Building**

In attendance Maria Butcher, Leilani Popp, Mac McKibben, Lori Williams.

This special meeting was held to address the issues brought forth in the Executive Session of February 3, 2014, to formulate a report requested by Brian Shidaker concerning personnel issues.

McKibben moved that we go into executive session, Butcher seconded, motion carried.

Executive Session ended 1:44 P.M.

McKibben will draft the report to Brian Shidaker.

McKibben moved to adjournment, Butcher seconded, motion carried.